

# Nibley City Budget

Fiscal Year 2019-20



## **OUR MISSION:**

Our mission is to make life better for our residents.

## **OUR VISION:**

We envision a community where residents, businesses, and government work together to develop the city in harmony with its natural environmental, historical surroundings, and in accordance with Nibley's General Plan.

## **OUR VALUES:**

We value fiscally sound municipal services and a safe, attractive, creative, and viable community.



August 29, 2019

# GFOA DISTINGUISHED BUDGET PRESENTATION AWARD



GOVERNMENT FINANCE OFFICERS ASSOCIATION

*Distinguished  
Budget Presentation  
Award*

PRESENTED TO

**City of Nibley City**

**Utah**

For the Fiscal Year Beginning

**July 1, 2018**

*Christopher P. Morill*

Executive Director

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April 11, 2019



Honorable Members of the Nibley City Council and Citizens of Nibley,

I am pleased to present the award-winning Nibley City Budget for Fiscal Year 2019-20. I am proud to announce that in 2019, Nibley City's budget was recognized by the Government Finance Officers Association of the United States and Canada with the *Distinguished Budget Presentation Award*. This is a great honor and a testament to the hard work Nibley City staff members have put into making our budget readable and easier to understand. I would like to thank everyone who has helped to prepare and manage the City's budget. City staff members and I understand that our fiduciary responsibility to our residents is among our most sacred duties as public servants and that the readability and presentation quality of our budget equates to transparency. Meanwhile, we maintain our conservative approach to funding City operations; we conservatively project revenues and we do our best to maximize the use of existing resources to maintain or increase levels of service.

I am also excited to announce the construction of several exciting park projects in the past year, including Phase 1 of Firefly Park, the construction of a Veterans Memorial in front of City Hall, and the construction of tennis and pickleball courts at Anhder Park.

Nibley is in a strong financial position. We continue to show progress toward meeting departmental and citywide goals and initiatives. Our budget growth is stable, with our General Fund remaining at approximately \$3 million, and all funds combined totaling almost \$10 million. Our tax rate proposal is to continue the city's practice of maintaining the rate at 0.001667, the rate that has historically proven appropriate for sustainably funding City needs.

Following, you will find:

- 1) Highlights of this year's budget proposal, and
- 2) The budget proper

I am excited about the future and the opportunities that exist for Nibley City moving forward. I am grateful to the Council, the Planning Commission, staff members and our volunteers for their vision and their dedication to efficient stewardship. I pledge to continue working to make Nibley the best city for our families.

Respectfully submitted,

A handwritten signature in black ink, appearing to read "SD", written over a horizontal line.

Shaun Dustin  
Mayor

## **Budget Highlights**

The City's General Fund accounts for all financial resources necessary to carry out basic governmental activities for the City that are not accounted for in another fund. The General Fund supports essential city services such as law enforcement and fire protection, street maintenance, recreation, and parks and open space maintenance. General Fund revenue is collected from taxes (property, sales, and franchise), licenses and permits, service fees, fines, grants, and other various sources.

## **Conservative Revenue Growth**

General Fund revenues in Fiscal Year 19-20 are expected to remain stable. This budget estimates a consistent number of building permits due to several continuing subdivision projects being constructed. As of April 1, 2019, there are 81 building lots available in Nibley City.

Nibley has continued to add new real estate value; 44 new home building permits were issued in calendar year 2018. The City also issued 94 total building permits over the 12 month period from April 2018 through March 31, 2019, of which 41 were new homes. Budget projections related to home building in the FY 19-20 budget are based on an estimated 50 homes being built in the next fiscal year. Home values have gone up about 21 percent over the past year. Sales tax revenue is expected to continue to grow as Nibley's and Utah's economies and populations grow.

## **Tax Levels and Assessing Fair and Reasonable Fees**

The FY 19-20 budget proposes to keep property tax at the same rate as last year. The City's property tax policy is to annually adjust the property tax rate to the historic rate of 0.001667, the rate that allows the City to maintain services at the current level. When there is growth in real estate value, Cache County will certify a lower rate than Nibley's current property tax rate. Therefore, if Nibley maintains the same rate as the previous year, state law considers that to be a tax increase, which would require the City to hold a Truth in Taxation hearing in August.

Water charges are expected to be changed this year due to a state law that requires cities to have a graduated rate structure that charges a higher rate as water users use more water. Currently, users pay the same rate whether they use a small amount of water or large volumes of water. This will be studied as part of the Water Master Plan update project.

The sewer revenue amount in this budget reflects a rate increase for Nibley utility users, as adopted by the Nibley City Council in 2018. Logan City has increased the sewer treatment fee it charges Nibley. The increased rate being charged by Logan City increases by 10% each July 1<sup>st</sup>, beginning in 2017 and continuing through 2021. The sewer fee Nibley City charges residents is currently \$51 per month. The fee paid to Logan City is increasing due to the cost of constructing a new wastewater treatment facility.

There is a proposed 25 cents per month per residence increase in the residential stormwater fee. This will set the residential stormwater rate at \$7.50 per month. Commercial rates are set by a formula that uses the residential rate as a basis. This increase is part of an incremental fee adjustment recommended in the City's 2013 Capital Facilities Finance Plan prepared by Zion's Bank. The increase was deemed necessary based on infrastructure and compliance requirements placed upon Nibley City by federal and state stormwater regulations.

## **Grant Revenue**

Cache County awarded Nibley City \$315,000 in Recreation Arts Parks and Zoo (RAPZ) grant funding to develop the 20 acres the city purchased west of Virgil Gibbons Heritage Park into a nature park called Firefly Park. The City matched these grants with \$315,000 from the Park Impact Fee Fund. These funds were used to complete the first phase of development at Firefly Park. The next phase will include construction of 2200 South on the north side of the park, observation towers and a new restroom/pavillion. Completion of phase 2 is expected to cost \$1 million, which will be paid with park impact fee funds - half of which will be reimbursed by Cache County. An additional \$40,000 in RAPZ Grant funds were also awarded to construct tennis and pickleball courts at Anhder Park. That project was matched with \$100,000 in Park Impact Fee funds.

## **Maintaining Core Services**

As a community, Nibley continues to place the highest of priorities on funding core municipal services to residents. As a result, please note that the FY 19-20 budget reflects the funding of programs and resources across all operating departments that will allow the City to increase or maintain levels of service.

### **Some key infrastructure projects proposed to be funded in this budget include:**

- Street maintenance at approximately \$220,000 to preserve infrastructure quality
- Continued construction of Firefly Park Phase 2
- Funds to construct a new roundabout at 3200 S and 1200 W
- Construction of new playground equipment
- Construction of missing links in the City's sidewalk network
- Funds to purchase right-of-way for future trails
- Continuing to clean and inspect several sections of the stormwater and sewer systems

### **Some planned equipment purchases include:**

- Replacing 3 Leased Pickup Trucks - Public Works, Sewer, Recreation/Community Development
- New Lawn Mower - Capital Projects (Parks)

### **Other Key Changes to the Budget**

- Recreation:  
Library fees charged by Hyrum City have increased from \$35 per residential household to \$40
- Capital Projects:  
There was a fund transfer from General Fund surplus dollars at the end of the 18-19 fiscal year into the Capital Projects Fund. The General Fund transfer was \$558,000.

## **Quality of Life**

**Community Development and Recreation:** Nibley City hired a full-time Recreation Director in October of 2015. His duties include coordinating sports and recreation programs, pursuing funding opportunities for City recreation, organizing and supporting cultural events and other community development programs. He has started new fitness classes, a Spring Festival, SUPER START soccer and T-Ball, and is planning future recreation programs, such as Ultimate Frisbee, summer camp, clinics and tournaments, and fitness and family programs. The City will also continue to provide many of the successful programs offered in years past, such as Heritage Days, the BOOnanza, baseball, softball and more.

**Planning:** The planning department has been busy handling subdivision applications in the past year, along with updating a dozen ordinances, and made an update to the City Annexation Policy Plan, Future Land Use Map and to the Transportation Master Plan. The City Council has made it a practice to set aside funds on an annual basis for planning. Nibley City is working on an update to the City's Water Master Plan. This budget provides funds to create a Capital Projects plan and an update to the Economic Development Plan. This is particularly important in light of continued rapid growth.

## **Budget Documentation**

Nibley City staff members continue to revise and improve the structure of this budget document in order to make it more easily understandable and compliant with the standard recommended by the Government Finance Officers Association.

### **Qualified and Motivated Workforce**

The ability to provide quality services to Nibley residents is made possible by the City's qualified and motivated workforce. It is Nibley's policy to continue to invest in training and education in order to continue to maintain that standard of quality.

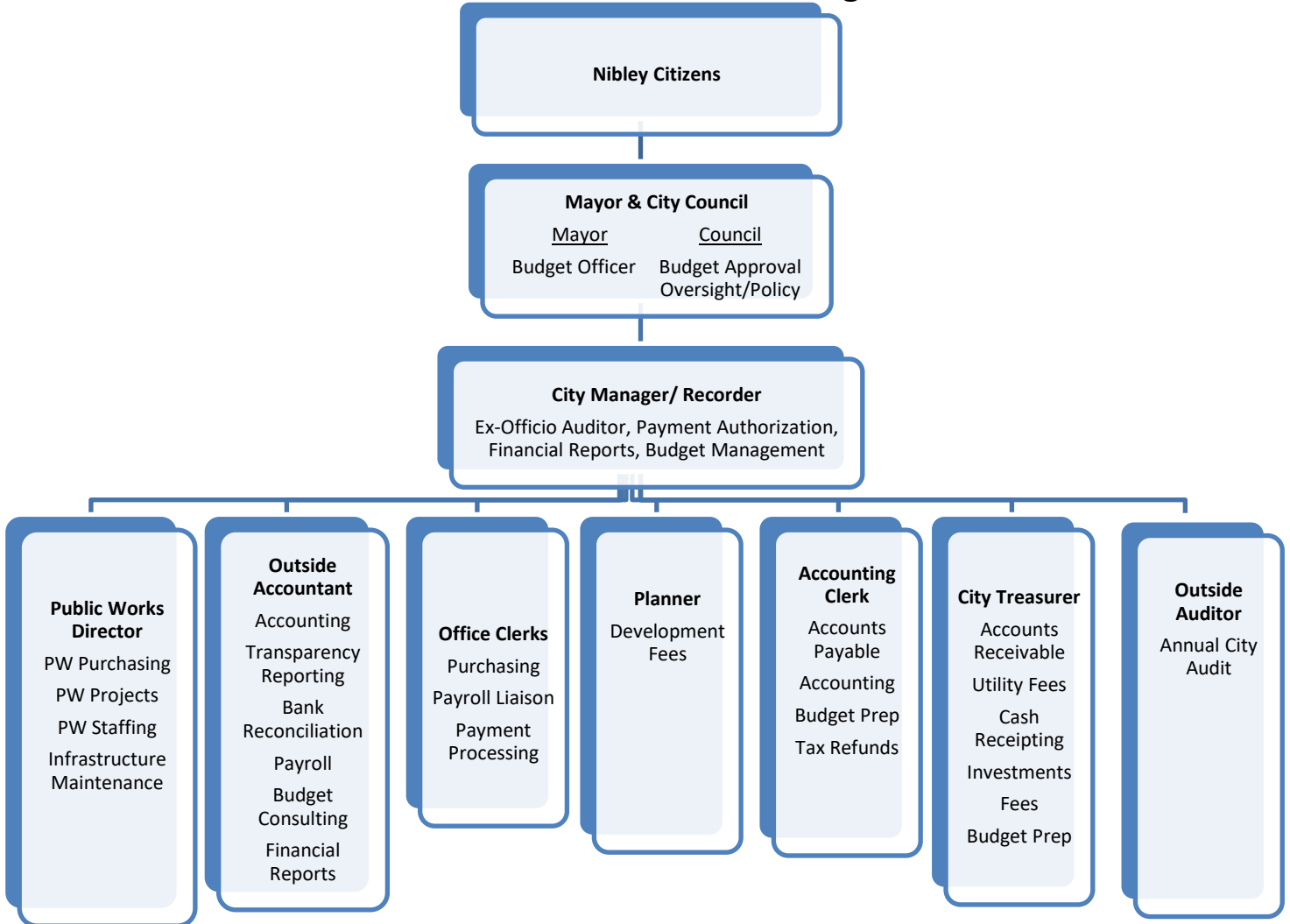
It has been the City's practice to adjust the employee pay scale by 2% annually as a cost-of-living adjustment. Some Nibley City employees also receive merit pay adjustments until they reach the top of their particular pay grade. The FY 19-20 budget includes the usual COLA of 2% for employees and elected officials and accounts for increases in benefit payment amounts, including retirement contributions.

### **Proposed Timeline for future meetings and approval**

- April 11 – First presentation and adoption of tentative budget
- June 13 – Public Hearing and possible budget workshop
- August 29 – Truth in Taxation Hearing and Final Adoption



## Nibley City Financial Oversight





## Budget Timeline

<b>January</b>	<ul style="list-style-type: none"><li>• Make any mid-year adjustments to current fiscal-year budget</li><li>• Begin anticipating upcoming capital projects</li></ul>
<b>February</b>	<ul style="list-style-type: none"><li>• Meet with department heads to review accomplishments and upcoming priorities</li></ul>
<b>March</b>	<ul style="list-style-type: none"><li>• Project expenses for department priorities</li><li>• Compile anticipated revenue worksheets</li><li>• Begin compiling salary/benefit information for upcoming year</li></ul>
<b>April</b>	<ul style="list-style-type: none"><li>• Finance team meets to review projected revenue and expenditures</li><li>• Prepare initial draft of budget</li></ul>
<b>May</b>	<ul style="list-style-type: none"><li>• Present the proposed budget to the City Council by the first meeting in May</li><li>• Council workshops of budget (As needed)</li><li>• Public hearing on budget</li></ul>
<b>June</b>	<ul style="list-style-type: none"><li>• Adoption of the Budget not later than the 22<sup>nd</sup> of June (If no tax increase)</li></ul>
<b>August</b>	<ul style="list-style-type: none"><li>• Truth in Taxation Hearing and Final Adoption</li><li>• Submit budget to State Auditor's office</li><li>• Submit budget for GFOA certification</li></ul>

Should Nibley City find a need to make an amendment to the budget subsequent to its adoption, a public hearing is held prior to adopting changes. Other less-significant budget amendments are made at year-end, as part of the process of adopting an amended current-year budget.

## Fiscal Policies

Nibley City examines statistical and demographic information as part of the financial decision-making process. Nibley City has grown from a population of 2,040 in the 2000 Census to approximately 7,000. More than 40% of the City's population is under the age of 18.

The City currently employs 19 full-time employees, 18 part-time employees, 6 seasonal employees, 8 volunteer first responders, and has multiple contracted positions, including the City Attorney, Engineer, Auditor, Accountant, and Commercial Building Inspector. Nibley also contracts with other agencies for Court, Library Services, Wastewater Treatment, Solid Waste Disposal, Fire, Police, Animal Control and Ambulance Service.

Nibley City uses the modified-accrual basis for all budgeted funds, which is also used in preparation of the City's annual financial reports. Modified accrual is a governmental accounting method whereby monies are accounted for when they become measurable and available, which typically occurs when the City is invoiced for the payment. Budgets are subject to ongoing review by City staff. The Nibley City Council and public are provided with monthly financial statements to keep them updated on the status of each budget department.

Revenue projections are made by analyzing the City's population and expenditure growth and projecting the upcoming year's growth based on those trends. Expenditures are, to the extent possible, anticipated and projected in the preparation of each department's budget, and most capital expenditures are accounted for in the preparation of Capital Improvement Plans.

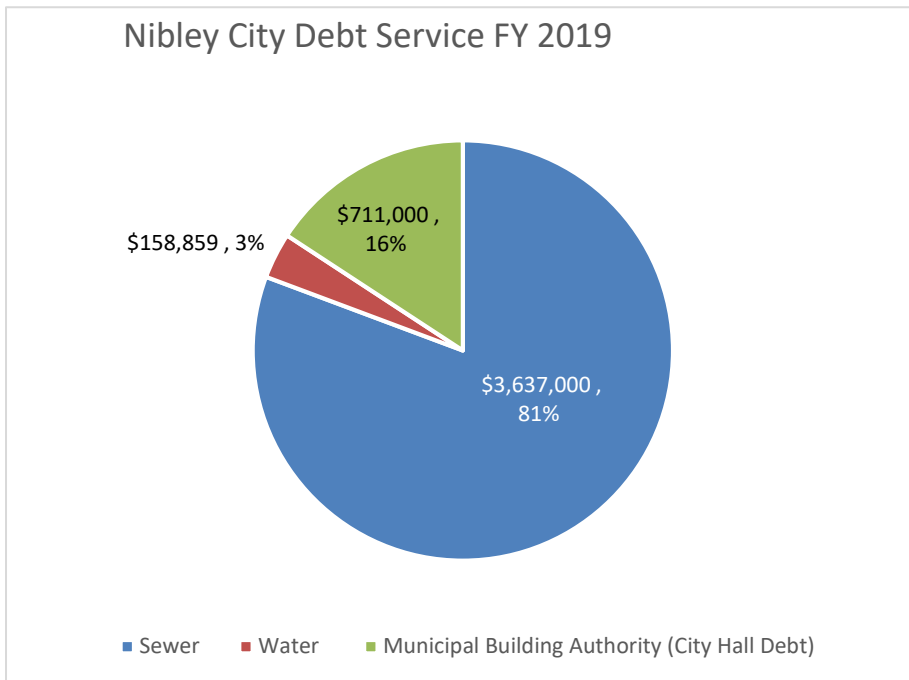
In compliance with the requirements of the laws of the State of Utah, Nibley City staff members present a balanced budget to the City Council for adoption. In order to meet the balanced budget requirements, one of the following must occur: revenues exceed expenditures, revenues equal expenditures, or revenue and any appropriated fund balances equal expenditures.

In preparing and executing each fiscal year’s adopted budget, Nibley City adheres to the following principles:

1. Nibley City will practice fiscal conservatism.
2. Nibley City will focus on holistic budget issues and not dedicate unreasonable effort to a single project or item.
3. Nibley City will take responsible steps to pay off the City’s debts in a timely manner.
4. Nibley City will make contributions to the City’s long-term savings, so that the City will be adequately prepared in the event of a fiscal crisis.
5. Nibley City will keep its residents, City Council and staff apprised of budgetary decisions, so that those decisions can be made in a transparent manner.
6. Nibley City recognizes that, from time to time, it may be necessary to update these principles in order to reflect changes in financial planning practices.

### Debt Limit

Estimated Market Value	\$	535,831,908
Legal Debt Limit (4% of market value)	\$	21,433,276
Current Outstanding General Obligation Debt	\$	-
Legal Debt Margin	\$	21,433,276

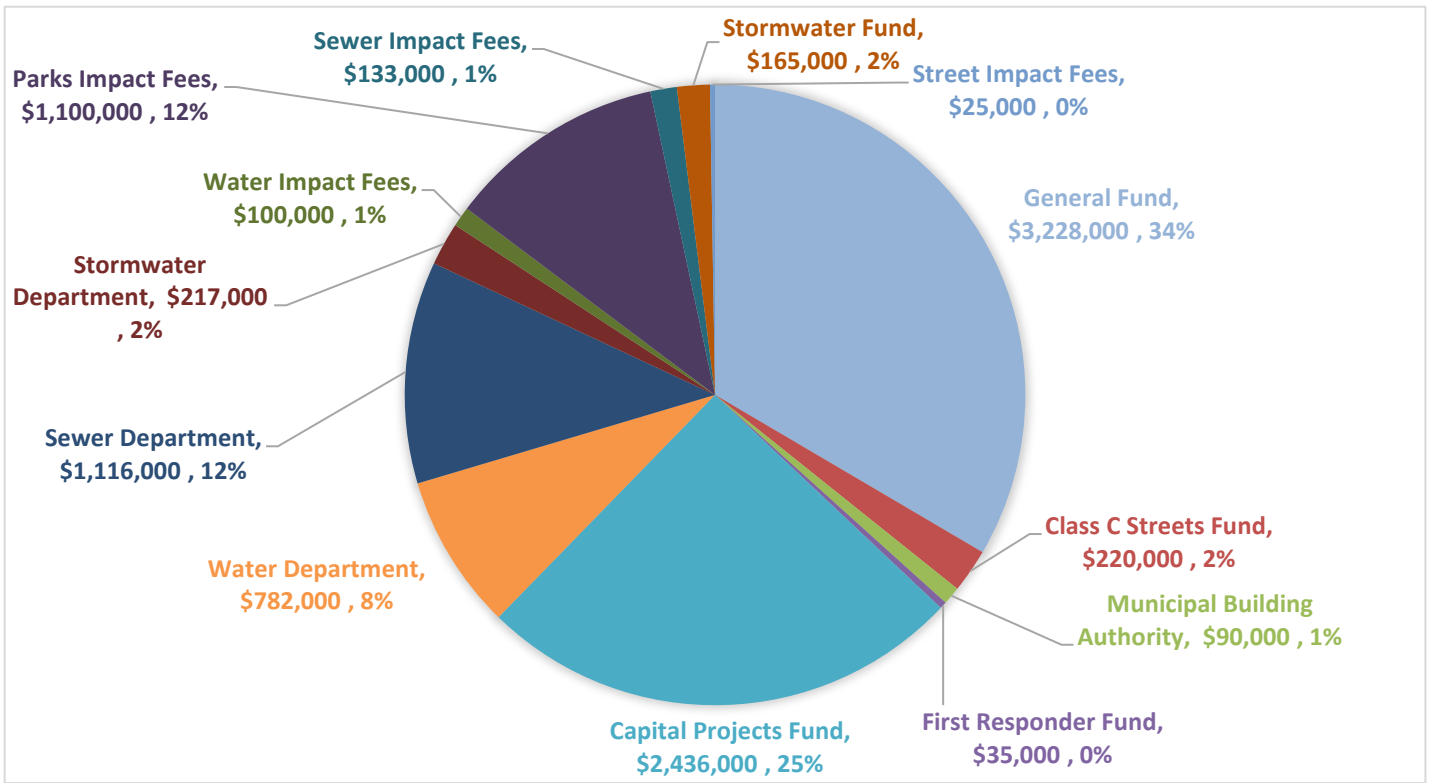


Sewer	\$	3,637,000
Water	\$	158,859
Municipal Building Authority (City Hall Debt)	\$	711,000
Total	\$	4,506,859

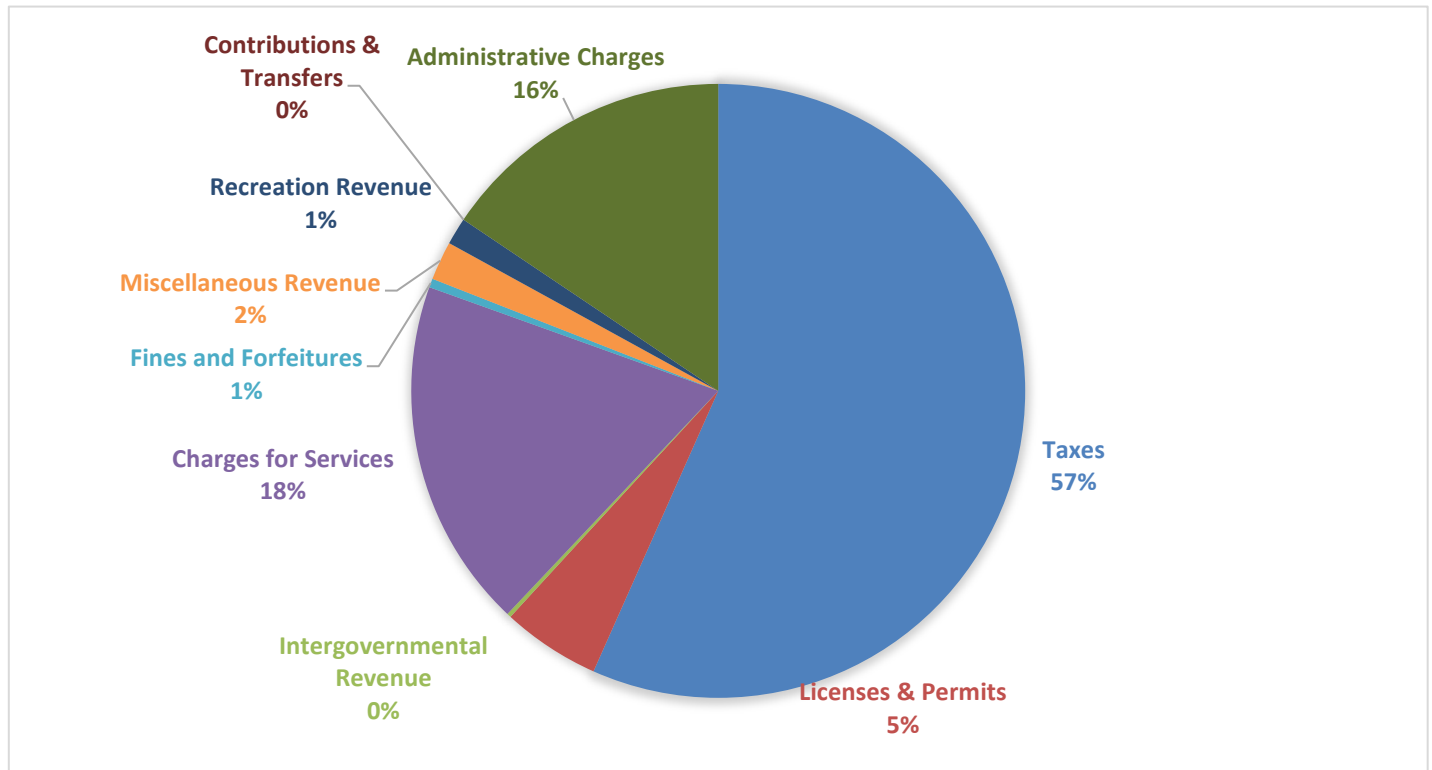
## Overall Revenues

Revenue	Account Number	Actual		Budget FY 2018-19	Final Budget FY 2019-20
		Actual FY 2017-18	Year-to-date FY 2018-19		
General Fund	10	\$ 2,895,923	\$ 3,402,365	\$ 3,114,500	\$ 3,228,000
Class C Streets Fund	11	\$ 219,731	\$ 296,375	\$ 250,000	\$ 220,000
Municipal Building Authority	20	\$ 70,044	\$ 59,909	\$ 90,000	\$ 90,000
First Responder Fund	24	\$ 34,193	\$ 27,742	\$ 73,000	\$ 35,000
Capital Projects Fund	45	\$ 639,227	\$ 355,000	\$ 3,707,500	\$ 2,436,000
Water Department	51	\$ 854,902	\$ 807,224	\$ 841,600	\$ 782,000
Sewer Department	52	\$ 1,134,798	\$ 1,299,015	\$ 1,181,000	\$ 1,116,000
Stormwater Department	53	\$ 205,280	\$ 218,647	\$ 205,500	\$ 217,000
Water Impact Fees	55	\$ 113,200	\$ 117,391	\$ 180,000	\$ 100,000
Parks Impact Fees	56	\$ 261,000	\$ 293,372	\$ 1,390,000	\$ 1,100,000
Sewer Impact Fees	57	\$ 108,050	\$ 138,174	\$ 100,000	\$ 133,000
Stormwater Fund	58	\$ 85,588	\$ 4,854	\$ 150,000	\$ 165,000
Street Impact Fees	59	\$ 26,776	\$ 37,297	\$ 30,000	\$ 25,000
<b>Total Expenditures</b>		<b>\$ 6,648,712</b>	<b>\$ 7,057,365</b>	<b>\$ 11,313,100</b>	<b>\$ 9,647,000</b>

## Nibley City Budget FY 2019/20



## General Fund Revenue FY 2019/20







# General Fund Revenue

## Revenue

The Revenue section of the budget accounts for funds received by Nibley City as revenue from various sources, including taxes, fees for permits and licenses, grant funds etc.

## Taxes

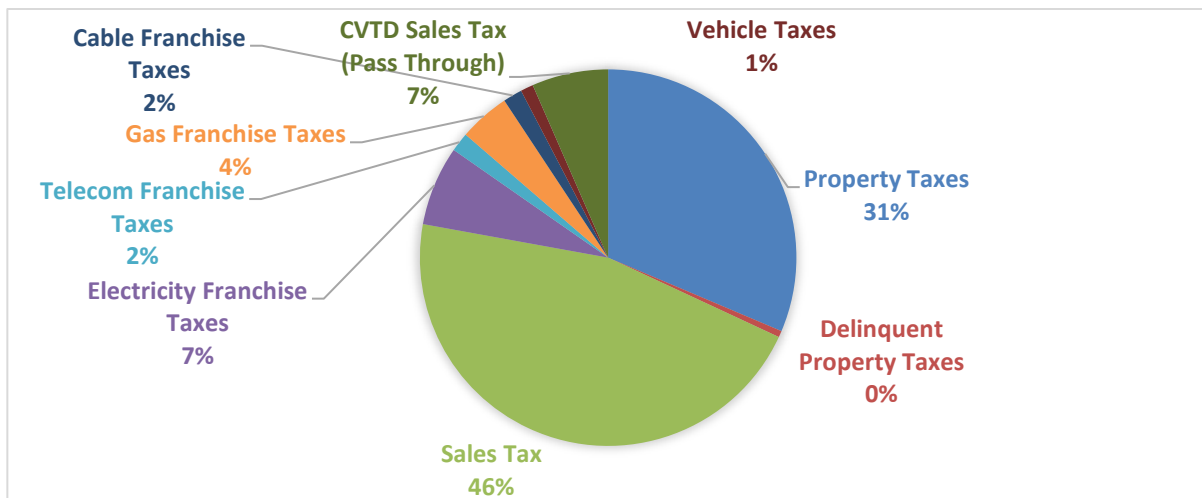
The Taxes portion of the Revenue section of the budget accounts for funds received by Nibley City in the form of tax revenue, including taxes on property, sales, utilities and vehicles.

From the table below, it is clear that Nibley's primary revenue sources are 1) Sales Tax from state sales tax redistribution, and 2) Property Taxes. Nibley's taxation policy should therefore support maintenance of current state sales tax law and supporting the management of staff and finances to maintain an attractive, quality community that is friendly to property owners and supportive of high property values.

### General Fund Revenue - Taxes

Revenue	Account Number	Actual FY 2017-18	Actual Year-to-date FY 2018-19	Budget FY 2018-19	Final Budget FY 2019-20
<b>Taxes</b>					
Property Taxes	10-31-110	\$ 527,657	\$ 537,864	\$ 515,000	\$ 574,000
Delinquent Property Taxes	10-31-120	\$ 7,529	\$ 9,194	\$ 10,000	\$ 10,000
Sales Tax	10-31-130	\$ 742,818	\$ 934,060	\$ 687,000	\$ 840,000
Electricity Franchise Taxes	10-31-140	\$ 125,403	\$ 126,379	\$ 115,000	\$ 125,000
Telecom Franchise Taxes	10-31-141	\$ 48,169	\$ 34,530	\$ 32,000	\$ 30,000
Gas Franchise Taxes	10-31-142	\$ 73,414	\$ 81,204	\$ 80,000	\$ 80,000
Cable Franchise Taxes	10-31-143	\$ 7,771	\$ 29,558	\$ 12,000	\$ 30,000
Vehicle Taxes	10-31-150	\$ 23,502	\$ 48,286	\$ 40,000	\$ 20,000
CVTD Sales Tax (Pass Through)	10-31-160	\$ -	\$ 86,953	\$ 120,000	\$ 120,000
<b>Total Taxes</b>		<b>\$ 1,556,263</b>	<b>\$ 1,888,029</b>	<b>\$ 1,611,000</b>	<b>\$ 1,829,000</b>

### Tax Revenue FY 2019-20



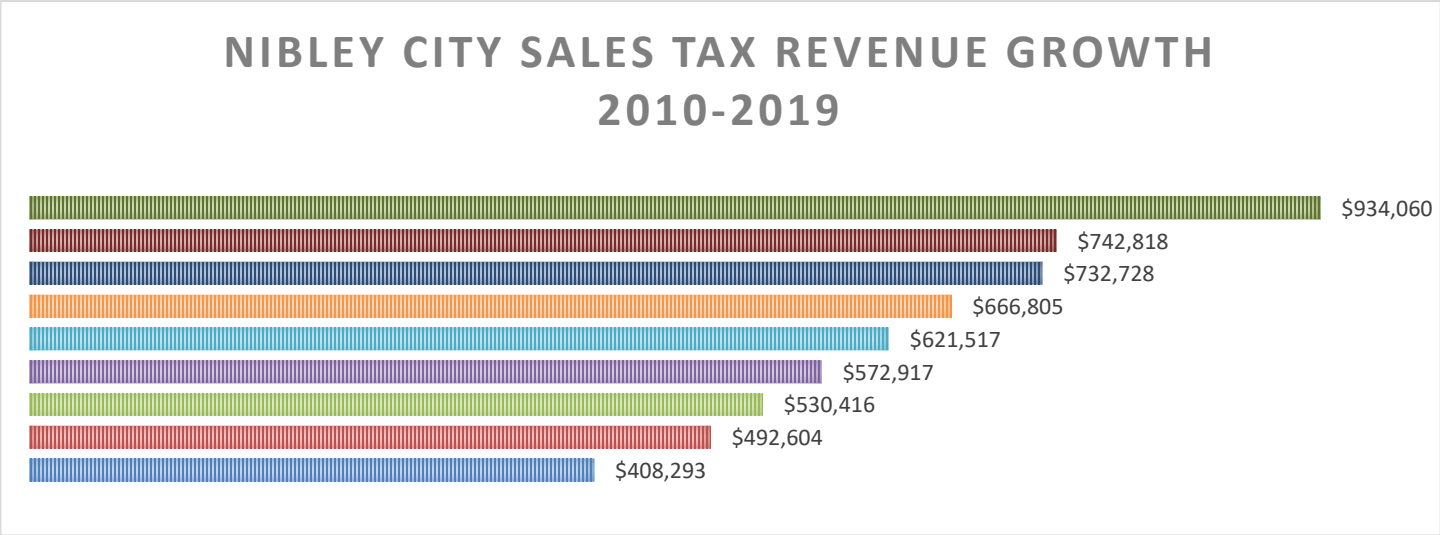
**10-31-110 Real Property Taxes** – Property tax revenue is determined by multiplying the property tax rate by the value of real property in the City. Property valuations are reviewed by the County annually and new valuations are released by the County each June. Based on the valuations determined by the County, the County adjusts the City’s tax rate to a level that, when multiplied against the new year’s property value, generates the same amount of dollars of revenue for the City as was generated the previous year. That rate is referred to as the Certified Rate. If property values go up, this would result in the certified tax rate going down. In order to allow the property tax revenue to grow with inflation and expansion, and to maintain sustainable and predicable service as the City grows, it is the City’s practice to adjust the City’s tax rate annually. This may be an increase or decrease depending on the state of the economy.

If the certified rate is raised or lowered by Cache County, a vote of the City Council is required to adjust the tax rate back to the historic level of 0.001667.

Homeowners are taxed on 55% of the value on their primary residence. In order to adjust the rate up to the historical rate, the City is required to hold Truth in Taxation Hearing. If necessary, this hearing is held in August.

**10-31-120 Delinquent Property Taxes** – These are property taxes that were not paid during the year they were due but were received this year.

**10-31-130 Sales Tax** – These are taxes that are collected from retail sales both in Nibley and throughout the state. For every dollar spent in Nibley, one cent is set aside for cities as the municipal share. Nibley City receives 50% of all the municipal share sales taxes generated within Nibley City; the rest of that sales tax goes to the state’s population pot. Sales tax generated in Nibley accounts for 15% of the City’s total sales tax revenue, with 85% coming from statewide population redistribution. Nibley City receives taxes from the state’s population pot based on Nibley City’s total population. Sales taxes are collected each month and then distributed about 25 days after the last day of the month that the tax is due. The proposed revenue for next year is expected to increase based on continuing economic growth around the state. SB 235, passed in 2018 withholds 1.8% of the 50% population component of the local option sales tax, approximately \$11,000, for a homelessness fund that will be used to address homelessness state wide. The Sales Tax rate in Nibley is 7%. Of that, 4.85% goes to the state, 1% goes to the municipal share, as described above, 0.25% goes to the county, 0.30% goes to CVTD, 0.50% goes to Cache County for transportation and 0.10% goes to the county for Recreation, Arts, Parks, and Zoo (RAPZ) Tax.





**10-31-140, 141,142, 143 Franchise Taxes** – Revenue generated from taxes and fees paid by utility customers, as well as taxes collected by the utility companies that are operated in the city. Franchise agreements are in place with Rocky Mountain Power, Dominion Energy, Comcast, and CenturyLink.

**10-31-150 Vehicle Taxes** – Revenue generated from the taxes the city receives from vehicle registrations of city residents' vehicles. These taxes are collected and distributed by Cache County once each month.

**10-31-160 CVTD Sales Tax** – This account is used to transfer funds collected for Mass Transit Sales Taxes through to the Cache Valley Transit District. The sales tax rate in Nibley is 7% of which 0.30% goes to CVTD.

## Licenses and Permits

The Licenses and Permits portion of the Revenue section of the budget accounts for funds received by Nibley City from residents and businesses as fees for permits and licenses.

### General Fund Revenue: Licenses/Permits/Intergovernmental Revenue/Charges For Services

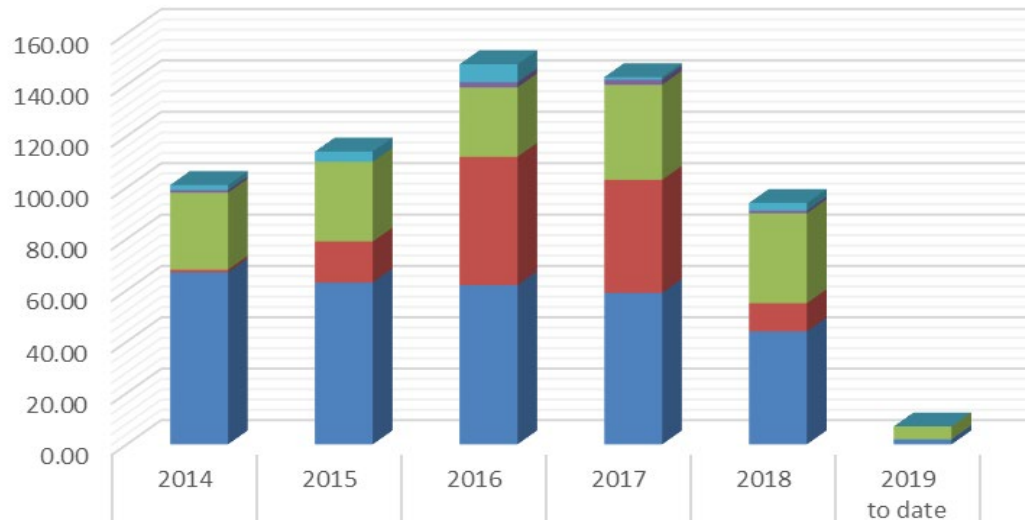
Revenue	Account Number	Actual		Budget FY 2018-19	Final Budget FY 2019-20
		Actual FY 2017-18	Year-to-date FY 2018-19		
<b>Licenses and Permits</b>					
Building Permits	10-32-210	\$ 125,568	\$ 167,745	\$ 133,000	\$ 150,000
Business Licenses & Fees	10-32-220	\$ 9,092	\$ 9,565	\$ 8,000	\$ 9,000
Fire Inspection Fee	10-32-225	\$ -	\$ 160	\$ -	\$ 500
Dog Licenses	10-32-250	\$ 5,484	\$ 8,193	\$ 5,000	\$ 7,000
Multi-Dog License	10-32-251	\$ 25	\$ 125	\$ 500	\$ 500
Impound Fee	10-32-252	\$ 1,225	\$ 780	\$ 500	\$ -
Kennel Fee	10-32-253	\$ 105	\$ 150	\$ 500	\$ -
<b>Total Licenses and Permits</b>		<b>\$ 141,499</b>	<b>\$ 186,717</b>	<b>\$ 147,500</b>	<b>\$ 167,000</b>
<b>Intergovernmental Revenue</b>					
Grant - Children's Theatre	10-33-322	\$ 5,822	\$ 4,115	\$ 4,000	\$ 5,000
Grant - EDCU	10-33-323	\$ -	\$ 258	\$ 500	\$ 2,000
Grant - Public Safety	10-33-810	\$ 14,900	\$ 4,000	\$ 4,000	\$ -
<b>Total Intergovernmental</b>		<b>\$ 20,722</b>	<b>\$ 8,373</b>	<b>\$ 8,500</b>	<b>\$ 7,000</b>
<b>Charges For Service</b>					
Comm. Center Dispatch	10-34-410	\$ 67,619	\$ 69,353	\$ 68,000	\$ 70,000
Planning Review Fees	10-34-420	\$ 2,846	\$ 4,503	\$ 5,000	\$ 5,000
Development Fees Reimbursed	10-34-422	\$ 16,120	\$ 18,464	\$ 14,000	\$ 15,000
Refuse Collection Charges	10-34-430	\$ 423,951	\$ 498,836	\$ 500,000	\$ 500,000
Community Center Rental	10-34-431	\$ 3,505	\$ 4,617	\$ 8,000	\$ 5,000
Variance Request	10-34-681	\$ 75	\$ 2,053	\$ -	\$ -
<b>Total Charges for Service</b>		<b>\$ 514,116</b>	<b>\$ 597,826</b>	<b>\$ 595,000</b>	<b>\$ 595,000</b>

**10-32-210 Building Permits** – Revenue generated from building permits. There were 44 new residential building permits issued in calendar year 2018. Over the past 12 months, there have been 94 total building permits, of which 41 were new home permits.

The building permit fee on a home averages \$1,500 per home. In addition to the budgeted revenue that would come from new home permits, additional revenue is anticipated for other permits as well, such as for remodels, solar permits, and commercial permits.

The graph below shows the trend in building permits from FY14-15, FY15-16, FY16-17 and FY17-18, FY18-19 including the breakdown for the types of permits. As of March 31, 2019, the City had issued 44 new home permits in past 12 months.

## Building Permits



Commercial Remodels	2.00	4.00	7.00	1.00	3.00	0.00
New Commercial	1.00	0.00	2.00	2.00	1.00	0.00
Other	30.00	31.00	27.00	37.00	35.00	5.00
Solar	1.00	16.00	50.00	44.00	11.00	0.00
Homes	67.00	63.00	62.00	59.00	44.00	2.00

**10-32-220 Business Licenses & Fees** - Revenue generated from business license fees, which include: \$30 for a home-based business and \$150 for a commercial business. The City currently has 131 home-based businesses and 20 commercial businesses.

**10-32-225 Fire Inspection Fee** - Revenue generated from commercial business license fire inspection fees, which include: \$30 for a one-hour fire inspection. The fee is billed by Cache County, passed on to commercial businesses, collected with the business license fee, and then passed on to the county fire department.

**10-32-250 Dog Licenses** - Revenue generated from dog license fees, which include: \$15 for spayed/neutered dogs or \$25 for unaltered dogs. Revenue is used to pay for animal control services provided by the Sheriff's office. See expenditure account 10-54-360 for reference.

**10-32-251 Multi-Dog License** - Revenue generated from multi-dog license fees, which include: \$30 for a multi-dog license for up to 3 dogs. Revenue is used to pay for animal control services provided by the Sheriff's office. See expenditure account 10-54-360 for reference.

**10-32-252 Impound Fee** - Revenue generated from impound fees, which includes: \$45 per dog for initial impound. Revenue is used to pay for animal control services provided by the Sheriff's office. See expenditure account 10-54-360 for reference. Revenue for this fee will now be collected by the Cache Humane Society under the city's new contract with them for kenneling.

**10-32-253 Kennel Fee** - Revenue generated from kennel fees, which includes: \$15 per day, per dog impounded after the first day. Revenue is used to pay for animal control services provided by the Sheriff's office. See expenditure account 10-54-360 for reference. Revenue for this fee will now be collected by the Cache Humane Society under the city's new contract with them for kenneling.

## **Intergovernmental Revenue**

*The Intergovernmental Revenue portion of the Revenue section of the budget accounts for funds received by Nibley City from other government agencies, which often include grant funds.*

**10-33-322 Children's Theatre Grants** - Revenue generated from anticipated grants including: a \$1,000 RAPZ grant, a \$2,000 Rocky Mountain Power Grant, a \$750 Utah Division of Arts & Museum Grant, and \$500 from T-shirt sales.

**10-33-323 Grant EDCU** - Revenue generated from the Economic Development Corporation of Utah for economic development training.

**10-33-810 Public Safety Grant** - No funds are allocated in this account as no funds are anticipated being received.

## **Charges for Services**

*The Charges for Services portion of the Revenue section of the budget accounts for funds received by Nibley City as charges for services provided by the City.*

**10-34-410 Communications Center-Dispatch** - Revenue generated from a \$3 per residence and business per month charge to pay for the countywide dispatch center. This charge is passed on to residents through expense account 10-54-440. The \$2 dispatch center fee provides funds to support the Countywide 911 Emergency Dispatch Center and the \$1 Radio Fee provides funds to support the radio and antenna infrastructure around the county that is used by public safety agencies.

**10-34-420 Planning Review Fees** - Revenue generated for application fees, such as for submission of a final plat, to pay for items reviewed by the Planning Commission. This account is also used to account for the \$200 fee for a land use appeal hearing. Those hearings typically only occur a couple of times per year. The cost for the hearing officer is \$150 for a hearing.

**10-34-422 Development Fees Reimbursement** - Revenue generated from developers who reimburse the City for fees the City incurs for professional services used to review proposed developments, such as engineering and legal reviews.

**10-34-430 Refuse Collection Service Fees** - Revenue generated from fees paid by residents for garbage, recycling and green waste collection services. Revenue is passed through to Logan City through expenditure account 10-62-320. The City charges an extra 25 cents for an administrative fee in addition to what Logan charges for the services. Logan City increased the amount it charges for this service in 2018.

**10-34-431 Community Center Rental Fees** - Revenue generated from Community Center/Council Chambers rentals. Community Rental Fees are: Resident Small Gathering \$50, Resident Large Gathering \$150, Non-Resident Small Gathering \$100, Non-Resident Large Gathering \$300.

**10-34-681 Variance Request** - This account has been combined with Planning Review Fees account 10-34-420.

## General Fund Revenue - Fines & Forfeitures/Misc. Revenue

Revenue	Account Number	Actual		Budget FY 2018-19	Final Budget FY 2019-20
		Actual FY 2017-18	Year-to-date FY 2018-19		
Court Fines	10-35-510	\$ 49,374	\$ 58,299	\$ 65,000	\$ 15,000
<b>Total Fines And Forfeitures</b>		<b>\$ 49,374</b>	<b>\$ 58,299</b>	<b>\$ 65,000</b>	<b>\$ 15,000</b>

### Miscellaneous Revenue

Interest Earnings	10-36-610	\$ 26,213	\$ 46,618	\$ 40,000	\$ 40,000
Sale of Surplus Equipment	10-36-670	\$ 2,170	\$ -	\$ -	\$ -
House Rent	10-36-683	\$ 7,200	\$ 12,500	\$ 12,000	\$ 12,000
Penalties	10-36-684	\$ 132	\$ 1,498	\$ 500	\$ 500
Damage To City Property Reim.	10-36-686	\$ -	\$ 4,568	\$ 500	\$ 500
Miscellaneous Revenue	10-36-690	\$ 9,110	\$ 7,732	\$ 10,000	\$ 10,000
Land Leases	10-36-691	\$ 4,920	\$ 1,950	\$ 3,000	\$ 3,000
Tree Board	10-36-693	\$ -	\$ -	\$ 2,500	\$ -
<b>Total Miscellaneous Revenues</b>		<b>\$ 49,745</b>	<b>\$ 74,866</b>	<b>\$ 68,500</b>	<b>\$ 66,000</b>

### Fines and Forfeitures

*The Fines and Forfeitures portion of the Revenue section of the budget accounts for fines received by Nibley City from the Justice Court.*

**10-35-510 Court Fines** - Revenue generated from fines paid to the Hyrum City Justice Court for violations in Nibley that are passed on to Nibley through an interlocal agreement with Hyrum. The cities split the revenue and then expenses for prosecution, defense, etc. are deducted from Nibley's half.

### Miscellaneous Revenue

*The Miscellaneous Revenue portion of the Revenue section of the budget accounts for funds received by Nibley City from a variety of sources.*

**10-36-610 Interest Earned** - Revenue generated from interest earned by the City on all fund balances of money held in interest bearing accounts. The interest is apportioned out once per year at the end of the fiscal year to each of the individual funds based on the percentage of each total fund balance.

**10-36-670 Sale of Surplus Equipment** - Revenue generated from the sale of surplus equipment.

**10-36-683 House Rent** - Revenue generated from this account is for the houses located at 3184 S Main, 3196 S Main, and 1221 W 3200 S. The City purchased the houses in anticipation of realignments of 3200 South.

**10-36-684 Penalties** - Revenue generated from penalties/fees related to bank charges and late fees.

**10-36-686 Reimbursement for Damage to City Property** - Revenue generated for reimbursement from an individual or company if damage is done to any City property. A common source is motor vehicle accidents that damage trees or infrastructure.

**10-36-690 Miscellaneous Revenue** - Revenue for which there is not an associated revenue account.

**10-36-691 Land Leases** - Revenue generated from rent paid by individuals leasing city-owned properties.

**10-36-693 Tree Board** - No funds are anticipated this year.

## General Fund Revenue - Recreation

Revenue	Account Number	Actual		Budget FY 2018-19	Final Budget FY 2019-20
		Actual FY 2017-18	Year-to-date FY 2018-19		
Field Rental	10-37-440	\$ 4,373	\$ 5,023	\$ 3,000	\$ 4,000
Youth & Adult Programs	10-37-442	\$ 21,819	\$ 23,292	\$ 11,000	\$ 20,000
Nibley Fitness	10-37-444	\$ 898	\$ 2,682	\$ 3,000	\$ 2,000
Fitness Programs	10-37-445	\$ 3,422	\$ 2,260	\$ 3,000	\$ 3,000
Special Events	10-37-446	\$ 731	\$ 567	\$ 500	\$ 500
Rec Rental Equipment	10-37-450	\$ 55	\$ 90	\$ -	\$ -
Park/Pavilion Rental Fees	10-37-460	\$ 1,672	\$ 2,203	\$ 2,000	\$ 2,000
Concession Sales	10-37-461	\$ -	\$ -	\$ 2,800	\$ -
Heritage Days	10-37-660	\$ 7,372	\$ 6,846	\$ 6,000	\$ 7,000
Youth Council Revenue	10-37-661	\$ 2,285	\$ 2,568	\$ 2,500	\$ 2,000
Nibley Royalty	10-37-662	\$ 693	\$ 899	\$ 1,200	\$ 1,000
Sponsorships	10-37-665	\$ 900	\$ 825	\$ -	\$ 4,500
Recreation Grants	10-37-700	\$ -	\$ -	\$ 40,000	\$ -
<b>Total Recreation</b>		<b>\$ 44,220</b>	<b>\$ 47,256</b>	<b>\$ 75,000</b>	<b>\$ 46,000</b>



## **Recreation Revenue**

*The Recreation Revenue portion of the Revenue section of the budget accounts for funds received by Nibley City as charges for programs and events run by the City's Recreation Department.*

**10-37-440 Field Rental** - Revenue generated from the rental of Nibley City recreational fields.

**10-37-442 Youth & Adult Programs** - Revenue generated from Youth Baseball, Softball, Ultimate Frisbee, Super STArT Programs, Youth Soccer, Summer Camp, Clinics and Tournaments and adult drop in soccer for fall and spring. This is tied into expenditure account 10-75-515.

**10-37-444 Nibley Fitness** - Revenue generated from fitness classes hosted by the City. This is tied into expenditure account 10-75-670.

**10-37-445 Fitness Programs** - Revenue generated from recreation races hosted by the City. This is tied into expenditure account 10-75-670.

**10-37-446 Special Events** - Revenue generated from events such as Daddy Daughter Dance and Mommy Son Adventure or the talent show. This is tied into expenditure account 10-75-540.

**10-37-450 Rec Rental Equipment** - Revenue generated from equipment available to rent for family reunions, family nights, youth groups, etc. This is tied into expenditure account 10-75-500.

**10-37-460 Park/Pavilion Rental Fees** - Revenue generated from park/pavilion rentals. This is separate from field rentals above.

**10-37-461 Concession Sales** - Revenue generated from anticipated concession sales at City events from contracted vendors.

**10-37-660 Heritage Days Revenue** - Revenue generated through Heritage Days activities and sponsorships.

**10-37-661 Youth Council Revenue** - Revenues generated by Youth Council fundraisers and donations.

**10-37-662 Nibley Royalty** - Revenue generated through participation fees and donations.

**10-37-665 Sponsorship** - This account has not been funded this year.

**10-37-700 Recreation Grants** - This account has not been funded this year.

## Contributions & Transfers/Administrative Charges

Revenue	Account Number	Actual FY 2017-18	Actual Year-to-date FY 2018-19	Budget FY 2018-19	Final Budget FY 2019-20
<b>Contributions &amp; Transfers</b>					
Street Impact Fee	10-38-720	\$ 30,000	\$ 30,000	\$ 30,000	\$ -
Appropriate Fund Balance	10-38-890	-	-	-	-
<b>Total Contributions &amp; Transfers</b>		<b>\$ 30,000</b>	<b>\$ 30,000</b>	<b>\$ 30,000</b>	<b>\$ -</b>
<b>Administrative Charges</b>					
Water	10-39-700	\$ 219,996	\$ 230,000	\$ 231,000	\$ 226,000
Sewer	10-39-701	\$ 219,996	\$ 230,000	\$ 231,000	\$ 226,000
Stormwater	10-39-702	\$ 49,992	\$ 51,000	\$ 52,000	\$ 51,000
<b>Total Administrative Charges</b>		<b>\$ 489,984</b>	<b>\$ 511,000</b>	<b>\$ 514,000</b>	<b>\$ 503,000</b>
<b>Total General Fund Revenues</b>		<b>\$ 2,895,923</b>	<b>\$ 3,402,365</b>	<b>\$ 3,114,500</b>	<b>\$ 3,228,000</b>

### Contributions and Transfers

*The Contributions and Transfers portion of the Revenue section of the budget accounts for funds transferred into Nibley City's General Fund from other funds, such as the impact fee funds or from General Fund revenues left over from previous years.*

**10-38-720 Street Impact Fee Fund** - This account has not been funded this year in order to save up impact fees for future projects.

**10-38-890 Appropriate-Fund Balance** - This account shows funds being transferred from the General Fund balance from funds left over from previous budget years.

### Administrative Transfers

*The Administrative Transfers portion of the Revenue section of the budget accounts for funds transferred into the General Fund from enterprise funds.*

**10-39-700, 701 and 702** - Enterprise funds (water, sewer, stormwater) reimburse the General Fund for costs incurred in managing and operating the utility operations. An analysis is performed each year to examine the administrative costs and the costs are adjusted accordingly. These costs include staff, software, equipment, facilities, vehicles etc.



## City Council

Expenses	Account Number	Actual		Budget	Final Budget
		Actual FY 2017-18	Year-to-date FY 2018-19	FY 2018-19	FY 2019-20
Salaries & Wages	10-41-110	\$ 32,592	\$ 32,184	\$ 30,000	\$ 33,000
Employee Benefits	10-41-130	\$ 2,613	\$ 6,615	\$ 7,000	\$ 7,000
Education, Travel & Training	10-41-230	\$ 1,549	\$ 8,439	\$ 10,000	\$ 10,000
Mayor's Discretionary	10-41-620	\$ 789	\$ 761	\$ 1,000	\$ 1,000
<b>Total Mayor/Council Expenditures</b>		<b>\$ 37,543</b>	<b>\$ 47,999</b>	<b>\$ 48,000</b>	<b>\$ 51,000</b>

**10-41-110 Salaries & Wages** - Funds allocated for Councilmember and Mayor stipends. The City's policy is to adjust the stipend annually at the same rate as it is adjusted for other employees. A 2% COLA is being proposed in this budget for employees. If that same COLA is applied to these stipends, the Mayor's stipend increases by \$16 to \$828 per month, and the councilmembers stipend by \$7 to \$332 per month.

**10-41-130 Employee Benefits** - Funds allocated to be paid for Social Security & Medicare withholdings, and telephone/data allowances.

**10-41-230 Education, Training & Travel** - Funds allocated for hotel costs, mileage, and per diem. The amount is to cover costs for councilmembers and spouses to attend the Utah League of Cities & Towns Annual and Mid-Year Conferences and other travel and training.

**10-41-250 Mayor's Discretionary** - Funds allocated at the Mayor's discretion for city-related needs.

## The Nibley City Council



*From left to right: Larry Jacobsen, Tom Bernhardt, Mayor Shaun Dustin, Tim Ramirez, Kathryn Beus, and Norman Larsen*

## Court

Expenses	Account Number	Actual		Budget FY 2018-19	Final Budget FY 2019-20
		Actual FY 2017-18	Year-to-date FY 2018-19		
Salaries & Wages	10-42-110	\$ 45,439	\$ 56,795	\$ 51,000	\$ 72,000
Employee Benefits	10-42-130	\$ 16,970	\$ 17,057	\$ 18,000	\$ 18,000
Education, Travel & Training	10-42-230	\$ 2,658	\$ 3,037	\$ 3,000	\$ -
Office Supplies	10-42-240	\$ 334	\$ 31	\$ 1,000	\$ -
Prosecution	10-42-311	\$ 6,600	\$ 6,600	\$ 7,200	\$ 8,000
Witness Fees	10-42-320	\$ 37	\$ 19	\$ 800	\$ -
Defense	10-42-324	\$ 3,395	\$ 3,099	\$ 4,000	\$ -
Interpreter	10-42-326	\$ 696	\$ 877	\$ 2,000	\$ -
Bailiff Services	10-42-610	\$ -	\$ -	\$ 3,000	\$ -
<b>Total Court Expenditures</b>		<b>\$ 76,130</b>	<b>\$ 87,514</b>	<b>\$ 90,000</b>	<b>\$ 98,000</b>

**10-42-110 Salaries & Wages** - Funds allocated to pay the judge's wages through 2022 according to the court closure agreement approved by the City Council on March 28, 2019. Court service will now be provided by Hyrum City pursuant to that agreement.

**10-42-130 Employee Benefits** - Funds allocated to pay the judge's wages through 2022 according to the court closure agreement approved by the City Council on March 28, 2019. Court service will now be provided by Hyrum City pursuant to that agreement.

**10-42-230 Education, Training & Travel** - No funds are budgeted in this account this year.

**10-42-240 Office Supplies** - No funds are budgeted in this account this year.

**10-42-311 Prosecution** - Funds allocated for prosecution fees, \$600 per month for 12 months.

**10-42-320 Witness Fees** - No funds are budgeted in this account this year.

**10-42-324 Defense** - No funds are budgeted in this account this year.

**10-42-326 Interpreter** - No funds are budgeted in this account this year.

**10-42-610 Bailiff** - No funds are budgeted in this account this year.

## Administration

Expenses	Account Number	Actual		Budget FY 2018-19	Final Budget FY 2019-20
		Actual FY 2017-18	Year-to-date FY 2018-19		
Salaries & Wages	10-43-110	\$ 227,426	\$ 263,087	\$ 275,000	\$ 295,000
Employee Benefits	10-43-130	\$ 90,663	\$ 105,191	\$ 104,000	\$ 118,000
Education, Travel & Training	10-43-230	\$ 17,608	\$ 20,366	\$ 20,000	\$ 20,000
Memberships & Dues	10-43-300	\$ 10,597	\$ 6,651	\$ 9,000	\$ 9,000
Professional Services	10-43-310	\$ 39,275	\$ 33,500	\$ 42,000	\$ 42,000
Legal Expense	10-43-311	\$ 3,573	\$ 4,791	\$ 5,000	\$ 5,000
Economic Development	10-43-341	\$ 3,483	\$ 3,745	\$ 4,000	\$ 4,000
Department Expenditures	10-43-400	\$ 20,544	\$ 21,607	\$ 37,000	\$ 37,000
<b>Total Admin. Expenditures</b>		<b>\$ 413,169</b>	<b>\$ 458,937</b>	<b>\$ 496,000</b>	<b>\$ 530,000</b>

**10-43-110 Salaries & Wages** - Funds allocated for salaries of the following employees:

- City Manager
- Treasurer
- Deputy Recorder
- Receptionist
- Community Development and Recreation Director (10%)
- Accounts Payable Clerk
- Custodian
- Office Clerk (New)

A 2% COLA is being proposed for employees. This account also has funds budgeted for retirement/cash out leave balances for one employee who is expected to retire this year.

**10-43-130 Employee Benefits** - Funds allocated are based on premium/contribution changes and increases related to salary changes. Funds include costs for Medicare, Social Security, the Utah Retirement System, and telephone/data allowances.

**10-43-230 Education, Training, & Travel** - Funds allocated for hotel costs, mileage, and per diem. Funds are also included for registration fees for conferences and continuing education, as well as for licenses and certification fees.

**10-43-300 Memberships & Dues** - Funds allocated for professional memberships & dues, which include: the Utah League of Cities and Towns, International City Managers Association, Utah City Managers Association, Utah Municipal Clerk's Association, Utah Government Financial Officers, International Institute of Municipal Clerks, Cache Chamber of Commerce, Service Clubs, Utah Association of Public Treasurers, BRAG Area Recorder's and Clerks Association (Increase), Nordic United, and the Cache Mayor's Association.

**10-43-310 Professional Services** - Funds allocated for outside auditing and accounting services.

**10-43-311 Legal expense** - Funds allocated for legal services.

**10-43-341 Economic Development** - Funds allocated for matching training funds of grants received from the Economic Development Corporation of Utah and for consulting services. See 10-33-323 for reference.

**10-43-400 Department Expenditures** - Funds allocated to cover a variety of general department expenditures.

## Elections

Expenses	Account Number	Actual		Budget FY 2018-19	Final Budget FY 2019-20
		Actual FY 2017-18	Year-to-date FY 2018-19		
Salaries & Wages	10-47-110	\$ -	\$ -	\$ -	\$ 1,000
Employee Benefits	10-47-130	\$ -	\$ -	\$ -	\$ 500
Education, Travel & Training	10-47-230	\$ 15	\$ -	\$ 500	\$ 500
Professional Services	10-47-310	\$ 632	\$ -	\$ -	\$ 1,000
Department Expenditures	10-47-400	\$ 1,826	\$ 285	\$ 500	\$ 1,000
<b>Total Election Expenditures</b>		<b>\$ 2,473</b>	<b>\$ 285</b>	<b>\$ 1,000</b>	<b>\$ 4,000</b>

**10-47-110 Salaries & Wages** - Funds allocated for election and counting judges.

**10-47-130 Employee Benefits** - Funds allocated to be paid for Social Security & Medicare withholding.

**10-47-230 Education, Training, & Travel** - Funds allocated for mileage, per diem and training costs.

**10-47-310 Professional Services** - Funds allocated to cover the costs of the 2019 Municipal Election.

**10-47-400 Department Expenditures** - Funds allocated to cover a variety of general department expenditures.



## Public Works/Shop

Expenses	Account Number	Actual		Budget FY 2018-19	Final Budget FY 2019-20
		Actual FY 2017-18	Year-to-date FY 2018-19		
Salaries & Wages	10-48-110	\$ 86,928	\$ 93,691	\$ 90,000	\$ 94,000
Employee Benefits	10-48-130	\$ 37,013	\$ 39,566	\$ 42,000	\$ 40,000
Education, Travel & Training	10-48-230	\$ 2,413	\$ 4,374	\$ 9,000	\$ 3,000
Office Supplies	10-48-240	\$ 229	\$ 1,213	\$ 2,000	\$ 2,000
Uniforms	10-48-247	\$ 5,368	\$ 5,096	\$ 5,000	\$ 5,000
Equipment and Maintenance	10-48-250	\$ 5,809	\$ 9,199	\$ 7,000	\$ 7,000
Vehicle Fuel	10-48-251	\$ 35,326	\$ 41,538	\$ 40,000	\$ 42,000
Vehicle Repair	10-48-252	\$ 31,833	\$ 35,140	\$ 30,000	\$ 40,000
Utilities	10-48-270	\$ 10,828	\$ 8,291	\$ 12,000	\$ 9,500
Memberships & Dues	10-48-300	\$ 540	\$ 1,295	\$ 3,500	\$ 1,500
Professional Services	10-48-310	\$ -	\$ -	\$ 500	\$ 500
Legal Expense	10-48-311	\$ -	\$ -	\$ 500	\$ 500
Department Expenditures	10-48-400	\$ 5,158	\$ 4,935	\$ 7,500	\$ 7,500
Engineering Expense	10-48-514	\$ 718	\$ 6,545	\$ 8,500	\$ 8,500
Emergency Expenses	10-48-515	\$ -	\$ -	\$ 10,000	\$ 10,000
Safety	10-48-516	\$ -	\$ -	\$ -	\$ 4,000
<b>Total Public Works Expenditures</b>		<b>\$ 222,163</b>	<b>\$ 250,882</b>	<b>\$ 267,500</b>	<b>\$ 275,000</b>

**10-48-110 Salaries & Wages** - Funds allocated for Public Works salaries.

**10-48-130 Employee Benefits** - Funds allocated are based on premium/contribution changes and increases related to salary changes. Funds include costs for Medicare, Social Security, the Utah Retirement System, and telephone/data allowances.

**10-48-230 Education, Training, & Travel** - Funds allocated for hotel costs, mileage, and per diem. Funds are also included for registration fees for conferences and continuing education, as well as for license and certification fees.

**10-48-240 Office Supplies** - Office supplies for all public works departments.

**10-48-247 Uniforms** - Funds allocated for public works safety and cold weather gear, boots, shirts, etc. This account includes funds for all public works departments' uniform expenses.

**10-48-250 Equipment and Maintenance** - Funds allocated for maintenance of City Hall and public works buildings.

**10-48-251 Vehicle Fuel** - Funds allocated for all vehicle fuel expenses. Enterprise departments reimburse the General Fund for these costs through the administrative charges in accounts 10-39-700 through 10-39-702.

**10-48-252 Vehicle Repair** - Funds allocated for all vehicle repairs. Enterprise departments reimburse the General Fund for these costs through the administrative charges in accounts 10-39-700 through 10-39-702. \$10,000 allocated for repairs to the Peterbilt dump truck.

**10-48-270 Utilities** - Funds allocated for utility costs at the Public Works buildings. Enterprise departments reimburse the General Fund for these costs through the administrative charges in accounts 10-39-700 through 10-39-702.

**10-48-300 Memberships & Dues** - Funds allocated for professional memberships and dues, which include: The American Society of Civil Engineers and the American Public Works Association. These memberships provide opportunities for educational training and networking with other industry professionals across the state.

**10-48-310 Professional Services** - Funds allocated for non-engineering or non-legal professional services.

**10-48-311 Legal Expense** - These funds are for legal services related to public works projects.

**10-48-400 Department Expenditures** - Funds allocated for general costs related to the public works department.

**10-48-514 Engineering Expense** - Funds allocated for engineering costs related to public works functions.

**10-48-515 Emergency Expense** - Funds allocated for any unforeseen costs due to an emergency.

**10-48-516 Safety** - Funds allocated for safety training, equipment, and incentives.



## Non-Departmental Expenses

Expenses	Account Number	Actual		Budget FY 2018-19	Final Budget FY 2019-20
		Actual FY 2017-18	Year-to-date FY 2018-19		
Office Supplies	10-50-240	\$ 5,371	\$ 6,377	\$ 10,000	\$ 10,000
Stamps	10-50-243	\$ 1,397	\$ 3,300	\$ 2,000	\$ 2,000
Utility Billing Postage	10-50-245	\$ 9,686	\$ 9,749	\$ 12,000	\$ 12,000
Equipment and Maintenance	10-50-250	\$ 2,669	\$ 3,036	\$ 3,000	\$ 3,000
Utilities	10-50-270	\$ 14,579	\$ 11,033	\$ 13,500	\$ 13,500
Software	10-50-370	\$ 22,243	\$ 25,840	\$ 35,000	\$ 35,000
Bank Charges	10-50-440	\$ 20,177	\$ 18,091	\$ 22,000	\$ 22,000
Insurance Expense	10-50-510	\$ 49,928	\$ 52,206	\$ 65,000	\$ 65,000
Building Lease	10-50-511	\$ 49,992	\$ 60,000	\$ 60,000	\$ 60,000
Emergency Expense	10-50-515	\$ -	\$ -	\$ 10,000	\$ 10,000
Information Technology	10-50-518	\$ 12,970	\$ 28,176	\$ 16,000	\$ 16,000
Community Center	10-50-520	\$ 370	\$ -	\$ 2,000	\$ 2,000
Newsletter	10-50-530	\$ 5,354	\$ 5,548	\$ 5,500	\$ 5,500
Transfer To Capital Projects	10-50-910	\$ -	\$ -	\$ -	\$ -
CVTD Sales Tax (Pass Through)	10-50-920	\$ -	\$ 86,953	\$ 120,000	\$ 120,000
<b>Total Non-Departmental Expenses</b>		<b>\$ 194,736</b>	<b>\$ 310,310</b>	<b>\$ 376,000</b>	<b>\$ 376,000</b>

**10-50-240 Office Supplies** - Office supplies for City Hall.

**10-50-243 Stamps** - Funds allocated for the costs of mailing and stamps.

**10-50-245 Utility Billing Postage** - Funds allocated for mailing monthly utility statements.

**10-50-250 Equipment and Maintenance** - Funds allocated for office equipment maintenance; includes copier costs but does not include computers.

**10-50-270 Utilities** - Funds allocated for City Hall utilities: electricity, telephone, internet, etc.

**10-50-370 Software** - Funds allocated for Microsoft yearly subscription, Adobe Pro for three subscriptions, Municode, Cloudspeaker Community Alert System, Caselle accounting software, document management, time keeping, business licensing, animal licensing, work orders and permit management and Dropbox for storing audio files of public meetings.

**10-50-440 Bank Charges** - Funds allocated for credit card merchant fees for office, online, and automatic fee for residents' utility payments (Xpress Bill Pay, Sportsites). Also includes bounced check fees (Bank of Utah).

**10-50-510 Insurance Expense** - Funds allocated for insurance premium costs for City vehicles, property, workers compensation and the City's general liability policy.

**10-50-511 Building Lease** - Funds allocated for City Hall bond payments paid through the Municipal Building Authority. This account had a \$10,000 increase in order to pay off the debt faster. See account 20-30-500.

**10-50-515 Emergency Expense** - Funds allocated for unforeseen costs due to an emergency.

**10-50-518 Information Technology** - Funds allocated for IT, server, email, backup, tech support and software. Funds allocated to repair, replace and upgrade office computers and software. Funds allocated to host and manage Nibley City's website

**10-50-520 Community Center** - Funds allocated for expenses related to repairs in the city hall community room.

**10-50-530 Newsletter** - Funds allocated for printing the monthly City newsletter.

**10-50-910 Transfer to Capital Project Fund** - This account is used to transfer surplus funds from the General Fund into the Capital Projects Fund.

**10-50-920 CVTD Sales Tax** - This account is used to transfer funds collected for Mass Transit Sales Taxes through to the Cache Valley Transit District. The sales tax rate in Nibley is 7% of which 0.30% goes to CVTD.







# Public Safety

## Public Safety

Expenses	Account Number	Actual		Budget FY 2018-19	Final Budget FY 2019-20
		Actual FY 2017-18	Year-to-date FY 2018-19		
Salaries & Wages	10-54-110	\$ 19,434	\$ 19,864	\$ 20,000	\$ 11,500
Employee Benefits	10-54-130	\$ 1,621	\$ 2,605	\$ 2,000	\$ 2,000
Education, Travel, & Training	10-54-230	\$ 1,848	\$ 799	\$ 3,000	\$ 3,000
Memberships & Dues	10-54-300	\$ -	\$ -	\$ 500	\$ 500
Sheriff Contract Services	10-54-320	\$ 51,302	\$ 75,050	\$ 75,000	\$ 75,000
Fire Protection	10-54-340	\$ 43,504	\$ 60,723	\$ 61,000	\$ 68,000
First Response	10-54-350	\$ 24,000	\$ 24,000	\$ 24,000	\$ 24,000
Animal Control	10-54-360	\$ 16,927	\$ 16,685	\$ 19,000	\$ 19,000
Department Expenditures	10-54-400	\$ 5,660	\$ 3,601	\$ 6,000	\$ 6,000
Communication Center	10-54-440	\$ 71,907	\$ 68,520	\$ 68,000	\$ 69,000
<b>Total Public Safety Expenditures</b>		<b>\$ 236,204</b>	<b>\$ 271,847</b>	<b>\$ 278,500</b>	<b>\$ 278,000</b>

**10-54-110 - Salaries & Wages** - Funds allocated for a part-time emergency manager. Funds were decreased due to fewer hours being worked.

**10-54-130 Employee benefits** - Funds allocated are based on premium/contribution changes and increases related to salary changes. Funds include costs for Medicare, Social Security, the Utah Retirement System, and telephone/data allowances.

**10-54-230 Education, Training, & Travel** - Funds allocated for hotel costs, mileage, and per diem. Funds are also included for registration fees for conferences and continuing education, as well as for license and certification fees. These funds also include CERT training reimbursement up to \$2,000 for Nibley City residents. CERT training costs are \$70.00 per volunteer. Half of this cost is reimbursed to citizen after completion.

**10-54-300 Memberships and Dues** - Funds allocated for professional memberships & dues.

**10-54-320 Sheriff Contract Services** - Funds allocated to fulfill the contracted services provided by the Cache County Sheriff's Office for patrol services, investigations, SWAT, drug task force, and public outreach, such as parades and school assistance.

**10-54-340 Fire Protection** - Funds allocated to fulfill the contracted amount with the Hyrum City Fire Department. The 2019-2020 fee is \$10.00 per resident per year, an increase of \$1.00 per resident. Hyrum billed Nibley based on 6,747 residents.

**10-54-350 First Response** - This is Nibley's contribution to the Nibley-Millville First Responder's Fund. See Account 24.

**10-54-360 Animal Control** - Funds allocated to fulfill contracted amount for the Sheriff's contract. Also includes funds for dog licensing software, Cache Humane Society impound agreement and costs to house impounded dogs. The contracted amount with the Sheriff's office is \$16,640 this year and remains unchanged.

**10-54-400 Department Expenditures** - Funds allocated for costs related to emergency management.

**10-54-440 Communication Center** - Funds allocated to pay 911 Dispatch Center Fee. A \$3 fee is charged on utility accounts to collect these funds. This amount increases each year to account for growth. See 10-34-410



# Streets Department

# Streets Department

## MAINTENANCE

**2018-19 saw the dedicated employees in the Nibley Streets Department accomplish the following maintenance projects:**

- Preservation treatment applied to 600,000 sq. ft. of streets
- Crack-sealed streets in preparation for preservation treatments
- Swept all streets in Nibley
- Raised sidewalk and curb and gutter throughout Nibley
- Repainted striping on 3200 South from 165 to 1600 West
- Repainted all crosswalks throughout Nibley
- Replaced ADA intersection ramps that are not in compliance with federal regulations
- Replaced cross drain on Quarter Circle and 250 West
- Fabrication of safety equipment for snow plows
- Fabrication of new sander stand

## CONSTRUCTION

**The final months of 2018-19 and the year 2019-20 will see the department construct these projects:**

- Replace ADA intersection ramps that are not compliant with federal regulations
- Repaint all crosswalks and add new where needed
- Construct missing links in the sidewalk network
- Oversee all new subdivision infrastructure
- Overlay on 800 W 2300 S to 2200 S
- Overlay on 2965 S, 450 W, 2850 S, and 515 W cul-de-sac in Elkhorn
- Apply perseveration treatment to 2775 S, 2770 S, 2626 S, 600 W cul-de-sacs, 800 W and 2965 S
- Chip seal 1500 W from 3200 S to Nibley City boundary
- Chip seal 640 W from 3200 S to Nibley City boundary

## Streets Department

Expenses	Account Number	Actual			
		Actual FY 2017-18	Year-to-date FY 2018-19	Budget FY 2018-19	Final Budget FY 2019-20
Salaries & Wages	10-60-110	\$ 32,207	\$ 37,245	\$ 34,000	\$ 51,000
Seasonal Salaries And Wages	10-60-115	\$ 4,901	\$ 2,751	\$ 4,000	\$ 4,000
Crossing Guard Salaries And Wage:	10-60-120	\$ 22,688	\$ 23,818	\$ 36,000	\$ 36,000
Employee Benefits	10-60-130	\$ 18,586	\$ 19,643	\$ 25,000	\$ 25,000
Crossing Guard Benefits	10-60-135	\$ 475	\$ 515	\$ 3,000	\$ 3,000
Education, Travel & Training	10-60-230	\$ 1,004	\$ 436	\$ 4,000	\$ 4,000
Equipment and Maintenance	10-60-250	\$ 29,824	\$ 29,704	\$ 32,000	\$ 32,500
New Development Infrastructure	10-60-262	\$ 13,046	\$ 9,758	\$ 11,000	\$ 11,000
Utilities - Crossing Lights	10-60-270	\$ 265	\$ 264	\$ 500	\$ 500
Utilities - Street Lights	10-60-275	\$ 42,576	\$ 44,349	\$ 50,000	\$ 50,000
House Maintenance	10-60-278	\$ 20	\$ 47	\$ 1,000	\$ 1,000
Professional Services	10-60-310	\$ -		\$ 500	\$ 500
Legal Expense	10-60-311	\$ -		\$ 500	\$ 500
Department Expenditures	10-60-400	\$ -	\$ -	\$ -	\$ 3,000
Snow Removal	10-60-450	\$ 18,000	\$ 15,981	\$ 18,000	\$ 18,000
Engineering Expense	10-60-514	\$ 7,045	\$ 15,139	\$ 5,000	\$ 5,000
Emergency Expense	10-60-515	\$ -		\$ -	\$ -
Streetlights	10-60-611	\$ -		\$ 5,000	\$ 5,000
<b>Total Streets Expenditures</b>		<b>\$ 190,638</b>	<b>\$ 199,650</b>	<b>\$ 229,500</b>	<b>\$ 250,000</b>

The Streets budget includes all expenditures related to the Nibley City Streets Department.

**10-60-110 Salaries & Wages** - Funds allocated for 50% of two full-time employees; streets/stormwater superintendent, one streets/stormwater employee. The other half of their wages are paid through the stormwater department. A 2% COLA is being proposed for employees.

**10-60-115 Seasonal Salaries & Wages** - Funds allocated for 50% of one seasonal employee for 4 months at full-time (640 hrs.), and 4 months at part-time (320 hrs.). The other half of the salary for this seasonal employee is paid out of the Stormwater account 53-40-115.

**10-60-120 Crossing Guard Salaries & Wages** - Funds allocated for wages of six crossing guards at the following locations; Thomas Edison Charter School (1), Nibley Elementary (3), and Heritage Elementary (2). Crossing Guards are supervised by the Streets Superintendent.

**10-60-130 Employee Benefits** - Funds allocated are based on premium/contribution changes and increases related to salary changes. Funds include costs for Medicare, Social Security, the Utah Retirement System, and telephone/data allowances.

**10-60-135 Crossing Guard Benefits** - Social Security & Medicare withholdings.

**10-60-230 Education, Training, & Travel** - Funds allocated for hotel costs, mileage, and per diem, registration fees for conferences and continuing education, as well as for license and certification fees.

**10-60-250 Equipment and Maintenance** - Funds allocated for street repair and maintenance (curbs, gutters, sidewalks, signs, striping/markings, etc.). This does not include general pavement maintenance, which is accounts 45-40-734 and 11-40-650.

**10-60-260 New Development Infrastructure** - Funds allocated for city standard street signs and street lights, which are put in at the time of new development. Funds also include water valve and manhole collar costs. The City pays for signs, street lights, collars, etc. up front and the cost is reimbursed by developers.

**10-60-270 Utilities** - Funds allocated for school zone crossing light electricity.

**10-60-275 Utilities–Street Lights** - Funds allocated to pay for electricity for all street lights in the city. Rocky Mountain Power charges the City approximately \$16 per month per streetlight. There are currently 245 lights in the City and it is estimated that there will be an additional 15 street lights added during FY 19-20 due to new development.

**10-60-278 – House Maintenance** - Funds allocated for maintaining the homes purchased for the Right-of-Way at 3200 S and SR-165/Main Street, and 1200 W and 3200 S. The homes are currently being rented out.

**10-60-310 Professional Services** - Funds allocated for non-engineering or non-legal professional services.

**10-60-311 Legal Expense** - Funds allocated for legal services related to street projects.

**10-60-400 Department Expenditures** - Funds allocated for general costs related to the streets department.

**10-60-450 Snow Removal** - Funds allocated to purchase salt, and equipment to remove snow and ice on roadways during winter.

**10-60-514 Engineering Expense** - Funds allocated for engineering costs for street-related projects.

**10-60-611 Streetlights** - Funds allocated for streetlights that are not installed by developers.

# Sanitation

Expenses	Account Number	Actual		Budget FY 2018-19	Final Budget FY 2019-20
		Actual FY 2017-18	Year-to-date FY 2018-19		
Professional Services	10-62-310	\$ -	\$ -	\$ 500	\$ 500
Refuse Collection Services	10-62-320	\$ 451,593	\$ 489,237	\$ 490,000	\$ 500,000
Department Expenditures	10-62-400	\$ 796	\$ 1,332	\$ 1,000	\$ 10,000
Engineering Expense	10-62-514	\$ -	\$ -	\$ 500	\$ 500
Emergency Expense	10-62-515	\$ -	\$ -	\$ 2,000	\$ 2,000
<b>Total Sanitation Expenditures</b>		<b>\$ 452,389</b>	<b>\$ 490,569</b>	<b>\$ 494,000</b>	<b>\$ 513,000</b>

**10-62-310 Professional Services** - Funds allocated for non-engineering, legal or other professional services.

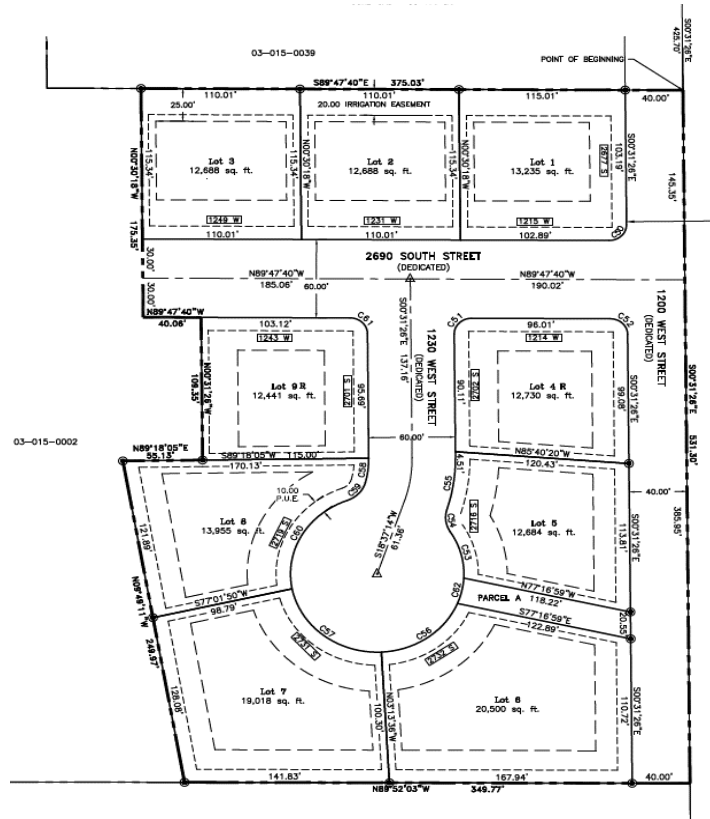
**10-62-320 Refuse Collection Services** - Funds allocated to pay Logan City for garbage, recycling and green waste pick up. Charges are passed through to Nibley residents. Logan City has increased the rates this year as follows: 90-gallon can from \$13.25 to \$15.40, 60-gallon cans from \$11.00 to \$13.15, recycle container \$3.00 (not increased), and a green waste container from \$4.00 to \$5.00.

**10-62-400 Department Expenditures** - Funds allocated to rent dumpsters for spring cleanup and to dispose of rubbish and recycling dumped at the recycle site.

**10-62-514 Engineering Expense** - Funds allocated for charges from City engineers relating to Sanitation projects.

**10-62-515 Emergency Expense** - Funds allocated for any unforeseen costs due to an emergency.





# Planning & Building



## Planning & Building

One of the most notable accomplishments of the Planning Department in 2018-2019 was the update of the Transportation Master Plan. This master plan will help the City plan for future growth and help the City create a transportation network that benefits all residents. The Planning and Building Department has also updated other long-term plans for future land use and affordable housing. The Planning Department has also reviewed subdivision applications, commercial and industrial developments, fence permits, accessory building permits, and conditional use permits during the 2018-19 fiscal year. In the 2018-19 Fiscal year, the Planning and Building Department has helped write and review twelve new ordinances that have passed or are still under review.

Nibley has continued to add new real estate value; 44 new home building permits were issued in calendar year 2018. The City issued 94 total building permits over the 12 month period from April 2018 through March 2019. The subdivisions currently under construction would add approximately 81 new building lots to the City and there are currently 25 building lots under construction.

### 2019-20 Department Goals/Projects

- Building Inspector to obtain commercial inspection certification
- Affordable Housing Plan
- Town Center Plan
- Re-evaluate Building Permit Fee Schedule
- Update Subdivision Code
- Update Conditional Use Code
- Update commercial and industrial codes to match Future Land Use Map
- Update zoning code and policy to allow for economic growth in more areas of the City

Expenses	Account Number	Actual		Budget FY 2018-19	Final Budget FY 2019-20
		Actual FY 2017-18	Year-to-date FY 2018-19		
Salaries & Wages	10-68-110	\$ 106,210	\$ 111,652	\$ 133,000	\$ 133,000
Employee Benefits	10-68-130	\$ 50,155	\$ 54,752	\$ 57,000	\$ 57,000
Education, Travel & Training	10-68-230	\$ 6,142	\$ 6,868	\$ 10,000	\$ 10,000
Office Supplies	10-68-240	\$ 333	\$ 26	\$ 1,000	\$ 1,000
Memberships & Dues	10-68-300	\$ 1,314	\$ 1,224	\$ 2,000	\$ 2,000
Professional Services	10-68-310	\$ -	\$ -	\$ 500	\$ 500
Legal Expenses	10-68-311	\$ 21,135	\$ 24,591	\$ 25,000	\$ 25,000
Commercial Review	10-68-315	\$ 270	\$ 1,210	\$ 3,000	\$ 3,000
Department Expenditures	10-68-400	\$ 1,919	\$ 2,271	\$ 2,000	\$ 2,000
Engineering Expense	10-68-514	\$ 50,219	\$ 22,308	\$ 35,000	\$ 35,000
Code Enforcement	10-68-550	\$ -	\$ -	\$ 4,000	\$ 4,000
County Planning Assessment	10-68-621	\$ 7,699	\$ 7,938	\$ 7,500	\$ 7,500
Tree Board	10-68-655	\$ -	\$ 1,000	\$ 1,000	\$ 1,000
<b>Total Planning &amp; Building Expenses</b>		<b>\$ 245,396</b>	<b>\$ 233,840</b>	<b>\$ 281,000</b>	<b>\$ 281,000</b>

**10-68-110 Salaries & Wages** - Funds allocated for city planner and building inspector salaries, and part-time commercial building inspector and six planning commissioners. A 2% COLA is being proposed for employees.

**10-68-130 Employee Benefits** - Funds allocated are based on premium/contribution changes and increases related to salary changes. Funds include costs for Medicare, Social Security, the Utah Retirement System, and telephone/data allowances.

**10-68-230 Education, Training, & Travel** - Funds allocated for hotel costs, mileage, and per diem. Funds also included for registration fees for conferences and continuing education, as well as for license and certification fees.

**10-68-240 Office Supplies** - Funds allocated for the online building code book and yearly updates.

**10-68-300 Memberships & Dues** - Funds allocated for professional memberships and dues which include: American Planners Association, Utah Chapter of APA, Cache Planners Group, State of Utah Residential Home Inspector, and Utah International Code Council.

**10-68-310 Professional Services** - Funds allocated for non-engineering or legal professional services.

**10-68-311 Legal Expenses** - Funds allocated for legal review fees, primarily from the City attorney. Most of these fees are passed on to developers.

**10-68-315 Commercial Reviews** - Funds allocated for review of all commercial building plans.

**10-68-400 Department Expenditures** - Funds allocated for expenses such as online records access and for publishing hearing notices. Costs for public hearing notices are passed on to project applicants.

**10-68-514 Engineering** - Funds allocated for engineer development reviews and weekly administrative engineer meetings. These fees are passed on to developers.

**10-68-550 – Code Enforcement** - Funds allocated to enforce municipal code violations.

**10-68-621 County Planning Assessment** - Funds allocated for fees paid to Cache County for technical planning and trail assistance and to the Cache Metropolitan Planning Organization for regional transportation planning services.

**10-68-655 Tree Board** - Funds allocated for expenses related to the Tree Board and fulfilling the requirements of the City's Tree City USA designation.



# Parks

## Parks

### 2018-2019 Accomplishments:

- Drinking fountain installed at Anhder Park
- Parks Superintendent Rod Elwood renewed Non-Commercial Pesticide Applicator and Certified Arborist Licenses and became CPR and AED certified.
- 3 Full-time Parks employees attended Chainsaw safety training course and a specific course on maintaining sport fields.
- Tree watering system installed on east side of Discovery Park (Sunrise Disc Golf Course)
- Mowed and trimmed 60 acres of developed parks (twice per week) and 10 acres of undeveloped land (once per month).
- Cleared 16 miles of sidewalk after each snowstorm for safe routes to schools
- Completed the first phase of Firefly Park
- Completed the Tennis and Pickleball courts at Anhder Park
- Took over maintaining Ridgeline River Trail, 1200 West park strip corridor, Summerfield Trail and Meadow Creek trail
- Purchased ( from grant) tracked UTV for winter recreation trail grooming
- Built snow grooming roller

### 2019-20 Construction Goals:

- Continue construction at Firefly Park
- Install new playground equipment
- Install tree watering system at Discovery Park on the west side

### 2019-20 Equipment Budget Requests

- 72" Mower (Replacement)

## Parks

Expenses	Account Number	Actual		Budget FY 2018-19	Final Budget FY 2019-20
		Actual FY 2017-18	Year-to-date FY 2018-19		
Salaries & Wages	10-70-110	\$ 123,874	\$ 140,425	\$ 141,000	\$ 145,000
Seasonal Salaries & Wages	10-70-115	\$ 45,866	\$ 33,733	\$ 45,000	\$ 45,000
Employee Benefits	10-70-130	\$ 56,619	\$ 63,346	\$ 60,000	\$ 64,000
Education, Travel & Training	10-70-230	\$ 4,173	\$ 3,453	\$ 5,000	\$ 5,000
Equipment and Maintenance	10-70-250	\$ 44,783	\$ 47,499	\$ 50,000	\$ 54,000
Utilities	10-70-270	\$ 6,047	\$ 5,315	\$ 6,000	\$ 6,000
Legal Expense	10-70-311	\$ -	\$ -	\$ -	\$ 1,000
Department Expenditures	10-70-400	\$ -	\$ -	\$ -	\$ 3,000
Trees	10-70-420	\$ 7,079	\$ 7,406	\$ 7,000	\$ 7,000
Capital Outlay Equipment	10-70-740		\$ 31,110	\$ 40,000	\$ -
<b>Total Parks Expenditures</b>		<b>\$ 288,441</b>	<b>\$ 332,287</b>	<b>\$ 354,000</b>	<b>\$ 330,000</b>

**10-70-110 Salaries & Wages** - Funds allocated for wages for the Park Superintendent and two full-time employees. A 2% COLA is being proposed for employees.

**10-70-115 Seasonal Salaries & Wages** - Funds allocated for wages of four seasonal employees, four months of the year working full-time and four months of the year as part-time.

**10-70-130 Employee Benefits** - Funds allocated are based on premium/contribution changes and increases related to salary changes. Funds include costs for Medicare, Social Security, the Utah Retirement System, and telephone/data allowances.

**10-70-230 Education, Training, & Travel** - Funds allocated for hotel costs, mileage, and per diem. Funds also included for registration fees for conferences and continuing education, as well as for license and certification fees.

**10-70-250 Equipment and Maintenance** - Funds allocated for non-vehicular equipment and facilities maintenance which include: mowers, blowers, trimmers, fertilizer, paint, sprinkler repair, hand tools, etc.

**10-70-270 Utilities** - Funds allocated for park facility utilities – electricity, sewer, and water.

**10-70-311 Legal Expense** - Funds allocated for legal services related to the parks department.

**10-70-400 Department Expenditures** - Funds allocated for general costs related to the parks department.

**10-70-420 Trees** - Funds allocated to cover Tree City USA re-certification requirements. Nibley is required to spend \$2/person on trees and tree-related expenses, which would be approximately \$14,000, based on the city's population of about 7,000. The City anticipates spending half of that cost (\$7,000) on trees and the rest will be met with labor costs.

**10-70-740 Capital Outlay Equipment** - No funds are being budget this year.



# Recreation Department

## COMMUNITY DEVELOPMENT AND RECREATION

From 2015 to the present, our community has benefited from the creation of the Recreation Department through expanded offerings and quality experiences that connect our citizens. Although the socio-economic benefits are challenging to measure, city leaders agree that our recreation offerings keep law enforcement costs down while also creating a great place to live.

Nibley's Recreation Director, part-time seasonal staff, and interns continue to support, improve, and or expand existing events and programs, including the BOOnanza, Holiday Open House, Live Nativity, Movies in the Park, the Egg Run and Hopstacle Course, Heritage Days, Nibley Fit group fitness classes, youth baseball, softball, T-ball, and flag football, a pay-it-forward campaign, holiday decorating contest, Scarecrow Fun Run, adult drop-in soccer and more.

To more efficiently manage the department, minimize resources spent on training, and position the department to achieve the 2021 goals outlined in the council-approved recreation plan, this budget includes a full-time employee in addition to the Recreation Director. With this additional staff member, the department can leverage the Recreation Director's experience and training to focus on the creation of innovative recreation, including nature and outdoor recreation programs, acquiring additional revenue through grants and sponsorships, establishing strategic partnerships, and supporting strategic planning for future trails, parks, and facilities. This staffing model more closely matches recreation departments in cities of similar size with a similar level of service. The additional part-time employee will also facilitate several new revenue generating programs that will offset the additional labor cost.

With clear direction from the Imagine Nibley Campaign data of 2017, an updated Parks, Recreation and Trails Plan, continued council direction, post event/program numbers and participant feedback, the department has clear direction regarding recreation that makes a difference in the lives and health of our residents. In addition to established plans and valuable data collected, the creation of the new Parks and Recreation Committee facilitates a continuous connection with the members of our community to help us provide relevant and effective recreation experiences. Utilizing all these tools, this department will continue to incrementally adjust events and programs to match the interest of Nibley citizens, based on the available resources provided, to maximize the benefit for our residents who are our most valuable asset.

Considerations of the impact of meaningful experiences, sustainability, efficient use of resources, and cost/revenue will continue to be evaluated for both new and existing recreation offerings. Although the overall expenses for this department have increased when compared to the amount budgeted last year, note that recreation opportunities have expanded and, known revenue generated from programs and events offered in previous years along with anticipated revenue expected this budget year, will help offset the additional costs. This will be accomplished in part through cost-effective events, revenue generating programs, and continued and expanding support from sponsors.

With cost evaluations, and participation data collected in recent years, along with historical revenue and expense numbers, the department has more effectively forecasted the recreation budget presented here.

## COMMUNITY DEVELOPMENT AND RECREATION

Expenses	Account Number	Actual		Budget FY 2018-19	Final Budget FY 2019-20
		Actual FY 2017-18	Year-to-date FY 2018-19		
Salaries & Wages	10-75-110	\$ 51,754	\$ 42,948	\$ 51,000	\$ 76,000
Seasonal Salaries & Wages	10-75-115	\$ 14,073	\$ 23,884	\$ 21,000	\$ 22,000
Employee Benefits	10-75-130	\$ 27,709	\$ 26,084	\$ 33,000	\$ 33,000
Education, Travel & Training	10-75-230	\$ 3,765	\$ 4,940	\$ 4,300	\$ 4,800
Uniforms	10-75-247	\$ 195	\$ -	\$ 200	\$ 500
Memberships & Dues	10-75-300	\$ 360	\$ 410	\$ 500	\$ 500
Department Expenditures	10-75-400	\$ 1,671	\$ 4,147	\$ 3,600	\$ 3,600
Sponsorships	10-75-415	\$ 72	\$ 732	\$ 1,000	\$ 1,000
Library	10-75-480	\$ 24,535	\$ 24,850	\$ 27,000	\$ 30,000
Rec Rental Equipment	10-75-500	\$ 2	\$ 374	\$ 300	\$ 300
Youth & Adult Programs	10-75-515	\$ 18,571	\$ 22,314	\$ 13,000	\$ 21,000
Family Special Events	10-75-540	\$ 185	\$ -	\$ 400	\$ 400
Hyrum Senior Center	10-75-650	\$ -	\$ 1,000	\$ 1,000	\$ 1,000
Wildlife	10-75-652	\$ 90	\$ 259	\$ 300	\$ 300
Special Events	10-75-657	\$ 3,957	\$ 6,194	\$ 3,000	\$ 4,500
Heritage Days	10-75-660	\$ 16,801	\$ 16,852	\$ 22,000	\$ 22,000
Children's Theater	10-75-661	\$ 9,359	\$ 7,271	\$ 8,000	\$ 7,000
Youth Council	10-75-662	\$ 5,528	\$ 5,758	\$ 5,500	\$ 5,500
Nibley Royalty & Float	10-75-664	\$ 1,573	\$ 2,911	\$ 3,500	\$ 3,500
Nibley Fitness	10-75-669	\$ -	\$ 106	\$ 1,000	\$ 1,000
Fitness Programs	10-75-670	\$ 4,160	\$ 2,676	\$ 2,400	\$ 2,100
Parks & Rec Committee	10-75-671	\$ -	\$ 560	\$ 2,000	\$ 2,000
<b>Total Community Dev. Expenditures</b>		<b>\$ 184,360</b>	<b>\$ 194,271</b>	<b>\$ 204,000</b>	<b>\$ 242,000</b>

**10-75-110 Salaries & Wages** - Funds allocated for Community Development and Recreation Salaries. A 2% COLA is being proposed for employees. Funds have been increased for the addition of a new part-time employee.

**10-75-115 Seasonal Salaries & Wages** - Funds allocated for sports officials, group fitness instructors, seasonal concessions employees, and recreation interns.

**10-75-130 Employee Benefits** - Funds allocated are based on premium/contribution changes and increases related to salary changes. Funds include costs for Medicare, Social Security, the Utah Retirement System, and telephone/data allowances. Funds have been increased for the addition of a new part-time employee.

**10-75-230 Education, Training, & Travel** - Funds allocated for hotel costs, mileage, and per diem. Funds are also included for registration fees for conferences and continuing education, as well as for license and certification fees.

**10-75-247 Uniforms** - Funds allocated for uniforms for employees and volunteers.

**10-75-300 Memberships & Dues** - Funds allocated for professional memberships and dues which include: The Utah Recreation and Parks Association and the National Recreation and Parks Association.



**10-75-400 Department Expenditures** - Funds allocated for concessions, supplies, surveys, advertising, promotional materials, signage, banners, flyers, sponsorship programs, and other miscellaneous expenses.

**10-75-415 Sponsorships** - Funds allocated to purchase banners to display at ballfields for those who sponsor events and programs.

**10-75-480 – Library** - Funds allocated for fees that Hyrum City assesses to Nibley City for providing Nibley residents access to the Hyrum Library. A fee of \$40 is assessed based on active library cards of Nibley residents. There are currently 726 Nibley residents who have library cards. The actual cost to Hyrum City for each card is approximately \$114 per Hyrum resident. The fee was increased this year from \$30 to \$40.

**10-75-500 Rec Rental Equipment** - Funds allocated for purchasing, maintaining, and replacing recreation equipment that is checked out for residents use. Items include: disc golf sets, Spikeball, and Kubb.

**10-75-515 Youth & Adult Programs** - Funds allocated for baseball, softball, ultimate Frisbee, Super START T-ball and soccer, 5 and 6 year-old soccer, summer camps, clinics and tournaments, and adult soccer.

**10-75-540 Family Special Events** - Funds allocated for special events such as: a Daddy Daughter Dance, Mommy Son Adventure, etc.

**10-75-650 Hyrum Senior Center** - Funds allocated for an annual donation to the Hyrum Senior Center as an expression of gratitude for allowing Nibley residents to use the facilities and programs. There is no formal agreement allowing Nibley residents use of the center. Funds are used to purchase equipment for the center such as chairs, tables, etc.

**10-75-652 Wildlife** - Funds allocated for an annual contribution to the Blacksmith Fork Wildlife Association to help fund their efforts to support wildlife activity in the City.

**10-75-657 Special Events** - Funds allocated for special events such as Movies in the Park, Halloween BOOnanza, Christmas Nativity, etc.

**10-75-660 Heritage Days** - Funds allocated for the City's contribution to the annual Heritage Days Festival.

**10-75-661 Children's Theatre** - Funds allocated for expenditures related to the Heritage Days children's play. If awarded, the City anticipates receiving \$4,250 in revenue, which includes; a \$1,000 RAPZ grant, a \$2,000 Rocky Mountain Power Grant, a \$750 Utah Arts Council Grant, and \$500 in revenue from T-shirt Sales.

**10-75-662 Youth Council** - Funds allocated for conference registrations, education, training, travel, shirts, concessions, and miscellaneous Youth Council expenses.

**10-75-664 Nibley Royalty and Float** - Funds allocated for Nibley Royalty activities, including the pageant and scholarships.

**10-75-669 Nibley Fitness** - Funds allocated for fitness class equipment, volunteer fitness instructors and recertification for fitness instructors.

**10-75-670 Fitness Programs** - Funds allocated for Easter Egg Fun Run, Heritage Days Fun Run, Scarecrow Fun Run and other fitness events and programs.

**10-75-671 Parks & Rec Committee** - Funds allocated for the volunteer advisory committee to coordinate volunteers and provide guidance on parks, recreation, art and culture in Nibley.







## Municipal Building Authority Debt Service Schedule

Interest Pmt Date	Principal	Interest	Payment Due	Outstanding Principal
10/1/2011	\$ -	\$ 29,916	\$ 26,916	\$ 850,000
10/1/2012	\$ 15,000	\$ 34,000	\$ 49,000	\$ 835,000
10/1/2013	\$ 16,000	\$ 33,400	\$ 49,400	\$ 819,000
10/1/2014	\$ 16,000	\$ 32,760	\$ 48,760	\$ 803,000
10/1/2015	\$ 17,000	\$ 32,120	\$ 49,120	\$ 786,000
10/1/2016	\$ 18,000	\$ 31,440	\$ 49,440	\$ 768,000
10/1/2017	\$ 18,000	\$ 30,720	\$ 48,720	\$ 750,000
10/1/2018	\$ 19,000	\$ 30,000	\$ 49,000	\$ 731,000
10/1/2019	\$ 20,000	\$ 29,240	\$ 49,240	\$ 711,000
10/1/2020	\$ 21,000	\$ 28,440	\$ 49,440	\$ 690,000
10/1/2021	\$ 22,000	\$ 27,600	\$ 49,600	\$ 668,000
10/1/2022	\$ 22,000	\$ 26,720	\$ 48,720	\$ 646,000
10/1/2023	\$ 23,000	\$ 25,840	\$ 48,840	\$ 623,000
10/1/2024	\$ 24,000	\$ 24,920	\$ 48,920	\$ 599,000
10/1/2025	\$ 25,000	\$ 23,960	\$ 48,960	\$ 574,000
10/1/2026	\$ 26,000	\$ 22,960	\$ 48,960	\$ 548,000
10/1/2027	\$ 27,000	\$ 21,920	\$ 48,920	\$ 521,000
10/1/2028	\$ 28,000	\$ 20,840	\$ 48,840	\$ 493,000
10/1/2029	\$ 29,000	\$ 19,720	\$ 48,720	\$ 464,000
10/1/2030	\$ 31,000	\$ 18,560	\$ 49,560	\$ 433,000
10/1/2031	\$ 32,000	\$ 17,320	\$ 49,320	\$ 401,000
10/1/2032	\$ 33,000	\$ 16,040	\$ 49,040	\$ 368,000
10/1/2033	\$ 34,000	\$ 14,720	\$ 48,720	\$ 334,000
10/1/2034	\$ 36,000	\$ 13,360	\$ 49,360	\$ 298,000
10/1/2035	\$ 37,000	\$ 11,920	\$ 48,920	\$ 261,000
10/1/2036	\$ 39,000	\$ 10,440	\$ 49,440	\$ 222,000
10/1/2037	\$ 40,000	\$ 8,880	\$ 48,880	\$ 182,000
10/1/2038	\$ 42,000	\$ 7,280	\$ 49,280	\$ 140,000
10/1/2039	\$ 44,000	\$ 5,600	\$ 49,600	\$ 96,000
10/1/2040	\$ 45,000	\$ 3,840	\$ 48,840	\$ 51,000
10/1/2041	\$ 51,000	\$ 2,040	\$ 53,040	\$ -
	\$ 750,000	\$ 432,160	\$ 1,182,160	



**24-36-601 Nibley Contribution/24-36-602 Millville Contribution** - Funds allocated by calculating the total costs and then multiplying that number by 76.02% for Nibley and 23.98% for Millville, which are the population ratios for the cities. The Millville amount is then charged to that city.

**First Responders Expenditure Accounts:**

**24-40-110 Stipend** - Funds allocated for paying a stipend to the volunteers to defray costs they incur.

**24-40-130 Employee Benefits** - Funds allocated are for a counseling benefit.

**24-40-230 Education, Training, & Travel** - Funds allocated for hotel costs, mileage, and per diem. Funds are also included for registration fees for conferences and continuing education, as well as for license and certification fees.

**24-40-247 Uniforms** - Funds allocated for hats, jackets, shirts, etc.

**24-40-250 Equipment and Maintenance** - Funds allocated for equipment and maintenance.

**24-40-251 Vehicle Repair** - Funds allocated for first responder vehicle repair.

**24-40-253 Vehicle Fuel** - Funds allocated for first responder vehicle fuel.

**24-40-510 Insurance** - Funds allocated for insurance for the ambulance and truck.

**24-40-740 Capital Outlay - Equipment** - No funds are being budgeted this year.





# Capital Projects



## Capital Project Revenue Accounts

Revenue	Account Number	Actual		Budget FY 2018-19	Final Budget FY 2019-20
		Actual FY 2017-18	Year-to-date FY 2018-19		
Park Reimb. From County	45-38-612	\$ -	\$ -	\$ -	\$ -
Transfer From Water Fund - PW Paving	45-38-613	\$ -	\$ -	\$ -	\$ 31,250
Sale Of Fixed Assets	45-38-690	\$ -	\$ -	\$ 4,000	\$ -
Transfer From General Fund	45-38-700	\$ -	\$ -	\$ -	\$ -
Sale Of Surplus Land	45-38-710	\$ -	\$ -	\$ 100,000	\$ 100,000
Grant - RAPZ	45-38-720	\$ 40,751	\$ 355,000	\$ 355,000	\$ -
Grant - RAPZ Population Allocation	45-38-721	\$ -	\$ -	\$ 10,000	\$ 10,000
Grants	45-38-722	\$ 2,501	\$ -	\$ -	\$ -
Grant - CCOG	45-38-725	\$ 26,000	\$ -	\$ 2,400,000	\$ 1,900,000
Miscellaneous Capital Project Rev	45-38-800	\$ 20,475	\$ -	\$ -	\$ -
Appropriated Fund Balance	45-38-910	\$ 549,500	\$ -	\$ 838,500	\$ 394,750
<b>Total Revenues</b>		<b>\$ 639,227</b>	<b>\$ 355,000</b>	<b>\$ 3,707,500</b>	<b>\$ 2,436,000</b>

### Capital Project Revenue Accounts

**45-38-612 Park Reimbursement From County** - This account reflects funds expected to be received from Cache County as reimbursement for the purchase of the 20-acre Heritage Park expansion. No funds are showing in the budget this year as it is not expected to be reimbursed this year. The amount expected to be eventually received is more than \$400,000.

**45-38-613 Reimbursement From Water Fund – PW Paving** - This account reflects funds expected to be received from the Water Department as reimbursement for the Water Department’s share of the public works parking lot project. The reimbursement amount will be \$31,250 and will be paid this year. See 45-40-735 in the FY16-17 Budget.

**45-38-690 Sale of Fixed Assets** - No funds are being budgeted in this account this year.

**45-38-700 Transfer from General Fund** - Revenue transferred from the General Fund as surplus and placed into the Capital Projects Fund for use on various projects.

**45-38-710 Sale of Surplus Land** - Revenue generated from the sale of surplus park property. Proposed for sale this year are the two lots on 800 West just south of Nibley Park Avenue.

**45-38-720 Grant – RAPZ** - No funds are budgeted in this account this year, project complete.

**45-38-721 Grant – RAPZ Population Allocation** - Funds distributed to each city in the Cache County each year from the Recreation Arts Parks and Zoo sales tax. Funds are distributed based on population.

**45-38-722 Grants** - No funds anticipated this year.

**45-38-725 Grant – CCOG** - Over the past few years, the city applied for and was awarded two grants from the Cache County Council of Governments (CCOG), including \$186,000 to redesign the 3200 S/SR165 Intersection, and \$200,000 for the 2600S/SR165 intersection project. The 2600 S project is complete and the 3200 S project funds have been nearly all expended. See 45-40-731 Major Street Projects for more info. In 2017, Nibley Applied for and was awarded \$1.9 million from the Cache County Council of Governments to realign 1200 West at 3200 South.

**45-38-910 Appropriate Fund Balance** - Revenue allocated from funds that would be appropriated out of the existing CPF fund balance to be used in the current budget year.

## Capital Project Expenditure Accounts

Expenses	Account Number	Actual		Budget FY 2018-19	Final Budget FY 2019-20
		Actual FY 2017-18	Year-to-date FY 2018-19		
Tennis Courts	45-40-706	\$ 16,746	\$ 40,000	\$ 40,000	\$ -
Firefly Park	45-40-707	\$ 21,259	\$ 315,000	\$ 315,000	\$ -
Major Street Projects	45-40-731	\$ 12,213	\$ 289,772	\$ 2,000,000	\$ 2,000,000
Street Maintenance/Construction	45-40-734	\$ 71,845	\$ 70,000	\$ 70,000	\$ -
Public Works/City Hall Building Projects	45-40-735	\$ 8,010	\$ 15,369	\$ 20,000	\$ 10,000
Facilities Parking Lot Preservation	45-40-736	\$ 1,231	\$ -	\$ 1,500	\$ -
Master Plans	45-40-737	\$ 20,518	\$ 375	\$ 30,000	\$ 10,000
Morgan Farm	45-40-738	\$ -	\$ -	\$ 6,000	\$ 20,000
Anhder Park Bldg. Upgrades	45-40-739	\$ 70	\$ -	\$ -	\$ -
Splash Pad	45-40-740	\$ 2,501	\$ -	\$ -	\$ -
Capital Equipment	45-40-742	\$ 96,580	\$ 15,141	\$ 15,000	\$ 46,000
Sidewalk Projects	45-40-743	\$ 171,752	\$ 270	\$ 175,000	\$ -
River Repair	45-40-745	\$ -	\$ -	\$ 5,000	\$ 5,000
Active Transportation	45-40-746	\$ 22,182	\$ 1,985	\$ 300,000	\$ 300,000
ROW Acquisitions	45-40-747	\$ 5,000	\$ -	\$ 10,000	\$ 10,000
Capital Projects Miscellaneous	45-40-748	\$ 8,215	\$ -	\$ -	\$ 10,000
Cottonwoods Infrastructure	45-40-749	\$ -	\$ -	\$ 20,000	\$ 20,000
Public Art	45-40-750				\$ 5,000
Property Acquisitions	45-40-760	\$ -	\$ 187,249	\$ 700,000	\$ -
<b>Total Capital Expenditures</b>		<b>\$ 458,122</b>	<b>\$ 935,160</b>	<b>\$ 3,707,500</b>	<b>\$ 2,436,000</b>

**Surplus/(Deficit)** **\$ 181,105.00** **\$ (580,160.38)**

Beginning Cash Balance (est.)	<b>\$ 847,494</b>
Reserves (Fund Balance App.)	<b>\$ (394,750)</b>
<b>Ending Cash Balance (est.)</b>	<b>\$ 452,744</b>

**45-40-706 Tennis Courts** - No funds are budgeted in this account this year, project complete.

**45-40-707 Firefly Park** - No funds are budgeted in this account this year, project complete.

**45-40-731 Major Street Projects** - Due to the pending connection of Logan's 1000 West to Nibley's 1200, West, Nibley is working on a project to realign the 1200 West 3200 South intersection. With the potential development of two projects near 1200 W/1000W and 2200 S, it is probable that 1200 West will soon be fully connected from Hyrum to 1000 W in Logan. This near-future connection has the potential to bring significant amounts of traffic to 1200 W through Nibley. Unfortunately, 1200 W is currently not complete along this route, with several sections only paved at half-width and the intersection at 3200 S being offset and in need of realignment. A construction project is underway to correct these deficiencies in order to address the deficiencies before the street is completely connected. In 2017, Nibley City applied for COG funds to pay for the construction of a realigned intersection at 1200 West and 3200 South. Nibley was successful in securing \$1,902,257 for the project. The total project cost is \$2,045,437, making Nibley's match for the project \$143,180. The city is currently moving forward with planning and design for the realignment project.

**45-40-734 Street Maintenance/Construction** - Funds allocated for street maintenance and new construction projects. See the first page of the streets department for this year's projects. In lieu of the city's normal contribution for asphalt pavement maintenance, the city is contributing funds to the purchase of new streets department vehicles.

**45-40-735 Public Works/City Hall Building Projects** - Funds allocated to replace/improve facilities and equipment in City Council Chambers.

**45-40-736 Facilities Parking Lot Preservation** - Funds allocated to fund maintenance of City parking lots, in order to increase lot longevity. No projects are planned this year.

**45-40-737 Master Plans** - Funds are budgeted in this account this year for a capital projects master plan.

**45-40-738 Morgan Farm** - Funds allocated for structural repairs or out-building construction or repair.

**45-40-739 Anhder Park Bldg. Upgrades** - No funds budgeted this year.

**45-40-740 Splash Pad** - No funds budgeted this year.

**45-40-742 Capital Equipment** – Funds allocated for the lease on an administration vehicle \$3,000, recreation vehicle \$3,000, public works vehicle \$3,000, 2 backhoe lease payments of \$8,000 each (Streets & Parks Departments), the purchase of a golf cart for the recreation department \$5,000, and the purchase of a new lawnmower for the Parks Department of \$16,000. The lawnmower funds are carried over as a lawnmower was not purchased in 18-19.

**45-40-743 Sidewalk Projects** - This account has been combined with Active Transportation 45-40-746.

**45-40-745 River Repair** - Funds allocated in order to maintain the improvements made in the Blacksmith Fork River restoration project and to repair damage that occurs during heavy river flows.

**45-40-746 Active Transportation** - Funds allocated to purchase Right-of-Way for and construct future trails and sidewalk projects. Money in this account will remain in a dedicated fund. Funds will be used for construction of trails as shown in the Trail Master Plan, and to connect missing links in the City's sidewalk network. This account is anticipated to fund a different portion of missing links in the network each year. The sidewalk segments being considered this year for completion are 3200 South between 1400 West and 1500 West and 640 West, from 3200 South to 3400 South.

**45-40-747 ROW Acquisition** - Funds allocated to purchase Right-of-Way for future street projects.

**45-40-748 Capital Projects Miscellaneous** - Funds allocated to install a security system at the city recycling site.

**45-40-749 Cottonwoods Infrastructure** - The Cottonwoods Development paid the City \$10,000.00 to install a future water line along an easement located on the northeast side of the subdivision. The Cottonwoods Development also paid the City \$9,737.00 in compliance with the Planning Commission Resolution 17-P3 for future Improvements along Hollow Road adjacent to the Cottonwoods Subdivision. These terms were placed in the Development Agreement for the Cottonwoods, and that Development Agreement was approved by the City Council on January 17, 2017.

**45-40-750 Public Art** - Funds allocated for public art to be placed throughout the city.

**45-40-760 Property Acquisition** - Funds allocated to potentially purchase new park and street right-of-way properties.



WATER DEPT

## **2018-2019 Department Accomplishments**

- Completed 250 work orders
- Repaired two major water leaks
- Obtained additional water rights and shares from development
- Installed sand monitoring equipment on all wells
- Compliant with all state monitoring and reporting requirements
- Obtained Operation Permit from State of Utah for 640 Well and 2MG Storage tank
- Replaced 50 concrete water meter barrels with corrugated plastic barrels in older parts of town

## **2019-20 Department Goals**

- Water Master Plan Update
- Water Conservation Plan
- Implement operational efficiency strategies outlined in Master Plan
- Implement plan for Yeates Spring identified in Master Plan
- Adopt fee schedule compliant with Utah State Law
- Replace an additional 30 water meter barrels in Elkhorn area

## **PROJECT PRIORITIZATION**

**Projects listed with an account number are budgeted for this year, from the Water Department budget. Project explanations may be found in the budget notes for the listed account.**

- |                  |   |
|------------------|---|
| • 55-40-755      | Develop a plan for addressing Yeates Spring             |
| • 51-40-250      | 2900 South Waterline upsize                             |
| • Future Project | 2 or 3 Million Gallon storage tank – approximately 2022 |
| • Future Project | Construct 1200 West well – approximately 2026           |

## Water Revenue

Revenue	Account Number	Actual		Budget FY 2018-19	Final Budget FY 2019-20
		Actual FY 2017-18	Year-to-date FY 2018-19		
<b>Miscellaneous</b>					
Interest Earned	51-36-610	\$ -	\$ 7,451	\$ 6,500	\$ 6,500
Reimbursement for Damage	51-36-686	\$ 26,157	\$ -	\$ -	\$ -
Sale Of Fixed Assets	51-36-690	\$ 74,550	\$ 26,367	\$ 65,000	\$ -
Water Share Rents	51-36-692	\$ 53	\$ 31	\$ 100	\$ 500
Miscellaneous Water Revenue	51-36-800	\$ -	\$ 500	\$ -	\$ -
<b>Total Miscellaneous Revenues</b>		<b>\$ 100,760</b>	<b>\$ 34,349</b>	<b>\$ 71,600</b>	<b>\$ 7,000</b>
<b>Utility Revenue</b>					
Appropriate Fund Balance	51-37-601	\$ -	\$ -	\$ -	\$ -
Water Service Fees	51-37-710	\$ 684,853	\$ 703,400	\$ 710,000	\$ 710,000
Connection Fees	51-37-750	\$ 37,350	\$ 33,200	\$ 30,000	\$ 35,000
Penalties	51-37-780	\$ 31,939	\$ 36,276	\$ 30,000	\$ 30,000
<b>Total Utility Revenue</b>		<b>\$ 754,142</b>	<b>\$ 772,876</b>	<b>\$ 770,000</b>	<b>\$ 775,000</b>
<b>Total Utility Fund Revenues</b>		<b>\$ 854,902</b>	<b>\$ 807,224</b>	<b>\$ 841,600</b>	<b>\$ 782,000</b>
<b>Surplus/Deficit</b>		<b>\$ (317,075)</b>	<b>\$ 161,534</b>		
Beginning Cash Balance (est.)					\$ 300,152
Reserves (Fund Balance App.)					\$ 43,000
<b>Ending Cash Balance (est.)</b>					<b>\$ 343,152</b>

**51-36-690 Sale of Fixed Assets** - No funds are anticipated this year.

**51-36-692 Water Share Rents** - Revenue generated for water shares the city is not using but is instead renting out to residents.

**51-36-800 Miscellaneous Water Revenue** - No funds are anticipated this year.

**51-37-601 Appropriate Fund Balance** - This account is used to allocate funds from the existing fund balance.

**51-37-610 Interest earned** - Revenue generated from interest earned on all fund balances of money held in interest bearing accounts. This is apportioned out once per year at the end of the fiscal year to each of the individual funds based on the percentage of the total fund balance.

**51-37-710 Water Service Fees** - These funds are fees paid by utility users for water use. The projected amount is based on projected sales and on past year collections. Nibley City's water fee schedule will be updated this year in order to comply with S.B. 28, which requires the establishment of an increasing rate structure for culinary water. Based on how that fee schedule is structured, the revenue in this account could change. The City Council would need to adopt the new schedule when it is proposed.

**51-37-750 Connection Fee** - Revenue generated from a \$700 connection fee to install a water meter. Budgeting \$35,000 based on 50 new houses.

**Water Department Debt Service  
Water Revenue & Refunding Bonds, Series 2012**

Date	Principal	Interest (1.75%)	Total P+I
7/1/2012			
7/1/2013	\$ 64,000	\$ 7,355	\$ 71,355
7/1/2014	\$ 80,000	\$ 6,878	\$ 86,878
7/1/2015	\$ 81,000	\$ 6,178	\$ 87,178
7/1/2016	\$ 83,000	\$ 5,469	\$ 88,469
7/1/2017	\$ 84,000	\$ 4,743	\$ 88,743
7/1/2018	\$ 86,000	\$ 4,008	\$ 90,008
7/1/2019	\$ 88,000	\$ 3,255	\$ 91,255
7/1/2020	\$ 93,000	\$ 2,485	\$ 95,485
7/1/2021	\$ 95,000	\$ 1,671	\$ 96,671
7/1/2022	\$ 96,000	\$ 840	\$ 96,840
Total P+I Remaining			\$ 380,251

Total P&I Remaining as of August 2019	\$ 158,859
Payment to be made from Impact Fees	\$ (100,000.00)
Payment to be made from Water Department Fund	\$ (58,859.00)
Remaining Balance	\$ (0)

## Water Expenditures

Expenses	Account Number	Actual		Budget FY 2018-19	Final Budget FY 2019-20
		Actual FY 2017-18	Year-to-date FY 2018-19		
Salaries & Wages	51-40-110	\$ 68,427	\$ 93,729	\$ 84,000	\$ 90,000
Employee Benefits	51-40-130	\$ 32,432	\$ 44,237	\$ 44,000	\$ 45,000
Education, Travel, & Training	51-40-230	\$ 2,175	\$ 2,519	\$ 6,000	\$ 6,000
Water Meters	51-40-249	\$ 42,294	\$ 5,732	\$ 35,000	\$ 35,000
Equipment and Maintenance	51-40-250	\$ 18,890	\$ 54,304	\$ 65,000	\$ 65,000
Utilities	51-40-270	\$ 100,189	\$ 92,729	\$ 100,000	\$ 100,000
Memberships & Dues	51-40-300	\$ 728	\$ 564	\$ 3,000	\$ 3,000
Professional Services	51-40-310	\$ 11,672	\$ -	\$ 10,000	\$ 10,000
Legal Expense	51-40-311	\$ -	\$ 641	\$ 5,000	\$ 5,000
Water Share Assessments	51-40-335	\$ 10,347	\$ 10,480	\$ 10,000	\$ 10,000
Department Expenditures	51-40-400	\$ -	\$ 1,364	\$ 3,000	\$ 3,000
Water Testing	51-40-442	\$ 4,979	\$ 3,853	\$ 6,500	\$ 6,500
Water Shares	51-40-443	\$ -	\$ -	\$ -	\$ -
Engineering Expense	51-40-514	\$ 5,107	\$ 1,235	\$ 5,000	\$ 5,000
Emergency Expense	51-40-515	\$ 1,161	\$ 11,842	\$ 10,000	\$ 10,000
Capital Outlay Improvements	51-40-730	\$ 1,155	\$ -	\$ 25,000	\$ 57,000
Capital Outlay Equipment	51-40-740	\$ 64,600	\$ -	\$ 66,500	\$ -
Well Construction	51-40-746	\$ 494,362	\$ -	\$ -	\$ -
Debt Service	51-40-810	\$ 84,000	\$ 86,000	\$ 86,000	\$ 59,000
Debt Service Interest	51-40-820	\$ 9,464	\$ 6,462	\$ 12,000	\$ 3,500
Administrative Charge	51-40-910	\$ 219,996	\$ 230,000	\$ 231,000	\$ 226,000
Reserves	51-40-999	\$ -	\$ -	\$ 34,600	\$ 43,000
<b>Total Water Fund Expenses</b>		<b>\$ 1,171,977</b>	<b>\$ 645,690</b>	<b>\$ 841,600</b>	<b>\$ 782,000</b>

### Water Expenditures

**51-40-110 Salaries & Wages** - Funds allocated for 50% of three full-time employees: water/sewer superintendent, 2 water/sewer employees. The other half of their wages are paid through the sewer department. A 2% COLA is being proposed for employees.

**51-40-130 Employee Benefits** - Funds allocated are based on premium/contribution changes and increases related to salary changes. Funds include costs for Medicare, Social Security, the Utah Retirement System, and telephone/data allowances.

**51-40-230 Education, Training, & Travel** - Funds allocated for hotel costs, mileage, and per diem. Funds are also included for registration fees for conferences and continuing education, as well as for license and certification fees.

**51-40-249 Water Meters** - Funds allocated for purchasing new meters.

**51-40-250 Maintenance and Equipment** - Funds allocated for repairing and maintaining the water system.

**51-40-270 Utilities** - Funds allocated for electric utility charges for well pumps.

**51-40-300 Memberships & Dues** - Funds allocated for professional memberships and dues: American Public Works Association and Rural Water Association (50% Water/50% Sewer).



**51-40-310 Professional Services** - Funds allocated for professional services other than legal or engineering.

**51-40-311 Legal Expense** - Funds allocated for services performed by the City Attorney relating to water department.

**51-40-335 Water Share Assessments** - Funds allocated to pay for the City's water shares: Millville Irrigation Co., Nibley Blacksmith Fork Irrigation Co., College Irrigation Co, Clear Creek Irrigation Co, and Providence/Logan Irrigation Co.

**51-40-400 Department Expenditures** - Funds allocated for general costs related to the water department.

**51-40-442 Water Testing** - Funds allocated for monthly state-required safety testing of culinary water.

**51-40-443 Water Shares** - This account is used to allocate funds to purchase new water shares that might become available.

**51-40-514 Engineering** - Funds allocated for engineering costs for water-related projects.

**51-40-515 Emergency Expense** - Funds allocated this year for any unforeseen costs dues to an emergency.

**51-40-730 Capital Outlay Improvements** - This account includes \$25,000 for water line upsizes necessitated by new developments. Also includes \$31,250 to be reimbursed to the Capital Projects Fund see account 45-38-613.

**51-40-740 Capital Outlay Equipment** - No funds are budget in this account this year.

**51-40-746 Well Construction** - No funds are budget in this account this year.

**51-40-810 Debt Service Principal** - Extra funds are being budgeted this year to completely pay off the debt from construction of the 640 well.

**51-40-820 Debt Service Interest** - Funds allocated based on interest on debt service on water bond.

**51-40-910 Admin Charge to General Fund** - Funds transferred to the General Fund based upon Water Department expenses that are incurred through the General Fund.

**51-40-999 Reserves** - Surplus funds added to the fund balance. Those funds are saved to pay for future capital projects, as shown in the master plan.



# Sewer Department

Because of its relatively young age, the Nibley City sewer system has low maintenance costs. The majority of the Sewer department's maintenance budget is spent on cleaning and video inspections of the system in order to maintain its efficient operations.

**Sewer Department Accomplishments 2018-2019:**

- Completed major maintenance on Hansen Lift Station pumps
- Purchased trailer for safety gear and equipment
- Completed confined space training for all Nibley Staff
- Inspected all manholes. Identified and repaired leaks
- Made improvements to 15 manhole piping systems
- Cleaned 15 miles of sewer line with vac-truck
- Marked and protected sewer force main during major construction project in Logan

**Sewer Department goals for FY 19-20:**

- Clean 15 miles of sewer main line
- Repair 3<sup>rd</sup> pump rail in Hansen Lift Station
- Repair vault lid at Scott Farm Lift Station

**PROJECT PRIORITIZATION**    **Projects listed with a GL number are budgeted for this year. Those without a GL number are future projects. Project explanations may be found in the budget notes for the listed GL account.**

## Sewer Revenue

Revenue	Account Number	Actual		Budget FY 2018-19	Final Budget FY 2019-20
		Actual FY 2017-18	Year-to-date FY 2018-19		
Millville Maintenance	52-38-550	\$ 1,235	\$ 8,666	\$ 10,000	\$ 10,000
Millville Sewer Service Fees	52-38-551	\$ -	\$ 5,291	\$ 5,000	\$ 5,000
Appropriate Fund Balance	52-38-601	\$ -	\$ -	\$ -	\$ -
Interest Earned	52-38-610	\$ -	\$ 28,107	\$ 1,000	\$ 1,000
Sale Of Fixed Assets	52-38-690	\$ 108,050	\$ 74,778	\$ 65,000	\$ -
Sewer Service Fees	52-38-710	\$ 1,025,513	\$ 1,182,173	\$ 1,100,000	\$ 1,100,000
<b>Total Revenues</b>		<b>\$ 1,134,798</b>	<b>\$ 1,299,015</b>	<b>\$ 1,181,000</b>	<b>\$ 1,116,000</b>
<b>Surplus/Deficit</b>		<b>\$ (71,974)</b>	<b>\$ 504,410</b>		

Beginning Cash Balance (est.)	\$ 1,042,430
Reserves (Fund Balance App.)	\$ 51,700
<b>Ending Cash Balance (est.)</b>	<b>\$ 1,094,130</b>

**52-38-550 Millville Maintenance** - Revenue generated from charges Nibley levies upon Millville for maintenance of the sewer system for wastewater from Ridgeline High School.

**52-38-551 Millville Sewer Service Fees** - Revenue generated from charges Nibley levies upon Millville for use of the sewer system for wastewater from Ridgeline High School.

**52-38-601 Appropriate Fund Balance** - This account is used to appropriate funds from the sewer fund balance to be used in the current year. These funds are being appropriated to be used for equipment purchases.

**52-38-610 Interest Earned** - Revenue generated from interest earned on all fund balances of money held in interest bearing accounts. This is apportioned out once per year at the end of the fiscal year to each of the individual funds based on the percentage of the total fund balance.

**52-38-690 Sale of Fixed Assets** - Revenue generated from the sale of surplus equipment. It is anticipated the front end loader will be sold for \$128,000, which will be split between the Water and Sewer Departments.

**52-38-710 Sewer Service Fees** - Revenue generated from sewer service fees; based on the new fee of \$50 per month adopted by the council in early 2018.

## Sewer Department Debt Service

Date	Principal Payment	Principal	Actual Balance Owing
5/1/2005	\$ 190,000	\$ 7,739,000	
5/1/2006	\$ 200,000	\$ 7,549,000	
5/1/2007	\$ 200,000	\$ 7,349,000	
5/1/2008	\$ 200,000	\$ 7,149,000	
5/1/2009	\$ 205,000	\$ 6,949,000	
5/1/2010	\$ 205,000	\$ 6,744,000	
5/1/2011	\$ 205,000	\$ 6,539,000	
5/1/2012	\$ 205,000	\$ 6,334,000	
5/1/2013	\$ 205,000	\$ 6,129,000	
5/1/2014	\$ 205,000	\$ 5,924,000	
5/1/2015	\$ 245,000	\$ 5,719,000	
5/1/2016	\$ 245,000	\$ 5,474,000	
5/1/2017	\$ 250,000	\$ 5,299,000	\$ 4,397,000
5/1/2018	\$ 250,000	\$ 4,979,000	\$ 4,147,000
5/1/2019	\$ 260,000	\$ 4,479,000	\$ 3,897,000
5/1/2020	\$ 260,000	\$ 4,219,000	\$ 3,637,000
5/1/2021	\$ 260,000	\$ 3,959,000	
5/1/2022	\$ 260,000	\$ 3,699,000	
5/1/2023	\$ 260,000	\$ 3,439,000	
5/1/2024	\$ 270,000	\$ 3,169,000	
5/1/2025	\$ 270,000	\$ 2,899,000	
5/1/2026	\$ 270,000	\$ 2,629,000	
5/1/2027	\$ 270,000	\$ 2,359,000	
5/1/2028	\$ 270,000	\$ 2,089,000	
5/1/2029	\$ 290,000	\$ 1,799,000	
5/1/2030	\$ 290,000	\$ 1,509,000	
5/1/2031	\$ 290,000	\$ 1,219,000	
5/1/2032	\$ 324,000	\$ 895,000	
5/1/2033	\$ 440,000	\$ 455,000	
5/1/2034	\$ 455,000	\$ -	

\* This is an interest-free loan.

## Sewer Expenditures

Expenses	Account Number	Actual		Budget FY 2018-19	Final Budget FY 2019-20
		Actual FY 2017-18	Year-to-date FY 2018-19		
Salaries & Wages	52-72-110	\$ 65,532	\$ 89,130	\$ 84,000	\$ 90,000
Employee Benefits	52-72-130	\$ 31,507	\$ 44,495	\$ 44,000	\$ 45,000
Education, Travel, & Training	52-72-230	\$ 380	\$ 884	\$ 3,800	\$ 3,800
Equipment and Maintenance	52-72-250	\$ 20,659	\$ 12,389	\$ 23,000	\$ 23,000
Shared Millville Maintenance	52-72-251	\$ -	\$ 5,764	\$ 8,000	\$ 8,000
Sewer Cleaning & Inspection	52-72-260	\$ 35,000	\$ -	\$ 10,000	\$ -
Utilities	52-72-270	\$ 10,416	\$ 5,849	\$ 11,000	\$ 11,000
Wastewater Treatment Logan	52-72-275	\$ 317,099	\$ 332,911	\$ 400,000	\$ 400,000
Memberships & Dues	52-72-300	\$ 728	\$ 564	\$ 2,000	\$ 2,000
Legal Expense	52-72-311	\$ 1,491	\$ -	\$ 10,000	\$ 10,000
Department Expenditures	52-72-400	\$ 123	\$ 293	\$ 3,000	\$ 3,000
Engineering Expense	52-72-514	\$ 3,687	\$ 250	\$ 5,000	\$ 5,000
Emergency Expense	52-72-515	\$ -	\$ -	\$ 10,000	\$ 10,000
Sewer Reserve Fund	52-72-636	\$ -	\$ -	\$ 30,000	\$ 30,000
Capital Outlay Improvements	52-72-730	\$ 1,155	\$ -	\$ -	\$ 25,000
Capital Outlay Equipment	52-72-740	\$ 349,000	\$ 72,075	\$ 66,500	\$ 12,500
Debt Service	52-72-810	\$ 150,000	\$ -	\$ 160,000	\$ 160,000
Administrative Charge	52-72-910	\$ 219,996	\$ 230,000	\$ 231,000	\$ 226,000
Reserves	52-72-999	\$ -	\$ -	\$ 79,700	\$ 51,700
<b>Total Sewer Fund Expenses</b>		<b>\$ 1,206,772</b>	<b>\$ 794,604</b>	<b>\$ 1,181,000</b>	<b>\$ 1,116,000</b>

### **SEWER EXPENDITURES**

**52-72-110 Salaries & Wages** - Funds allocated for 50% of three full-time employees; sewer/water superintendent, two sewer/water employees. The other half of their wages are paid through the water department. A 2% COLA is being proposed for employees.

**52-72-130 Employee Benefits** - Funds allocated are based on premium/contribution changes and increases related to salary changes. Funds include costs for Medicare, Social Security, the Utah Retirement System, and telephone/data allowances.

**52-72-230 Education, Training, & Travel** - Funds allocated for hotel costs, mileage, and per diem. Funds also included for registration fees for conferences and continuing education, as well as for license and certification fees.

**52-72-250 Maintenance and Equipment** - Funds allocated for repairs on the sewer system.

**52-72-251 Shared Millville Maintenance** - Funds allocated for cleaning sewer lines that are shared with Millville City.

**52-72-260 Sewer Cleaning & Inspection** - Funds allocated for cleaning sewer lines.

**52-72-270 Utilities** - Funds allocated for electricity costs for sewer lift stations pumps.

**52-72-275 Wastewater Treatment** - Funds paid to Logan City for treatment of the wastewater. Logan City increased the sewer treatment fee beginning in July of 2017, which resulted in additional expenditures for sewer fees.

**52-72-300 Memberships & Dues** - Funds allocated for 50% of professional memberships in American Public Works Association and Rural Water Association, the other 50% is taken from the sewer dept.

**52-72-311 Legal Expense** - Funds allocated for services performed by the City Attorney relating to sewer department.

**52-72-400 Department Expenditures** - Funds allocated covering a variety of general department expenditures which include the sewer lift station.

**52-72-514 Engineering Expense** - Funds allocated for fees charged by the City engineers relating to the sewer

**52-72-515 Emergency Expense** - Funds allocated for any unforeseen costs due to an emergency.

**52-72-636 Sewer Reserve Fund** - These funds are transferred to a separate account to be held for future capital project needs.

**52-72-730 Capital Outlay Improvements** - Funds allocated for potential upsize of sewer line in new developments.

**52-72-740 Capital Outlay Equipment** - Funds allocated for the lease of a sewer department vehicle \$4,500 and the lease of a backhoe for \$8,000.

**52-72-810 Debt Service- Principal** - This is the portion of the payment on the sewer bond that is paid out of the sewer utility fund. Additional payments are made from the sewer impact fee fund. See 57-40-810 for reference. The city has been making additional payments on this debt to retire the debt early. This is an interest-free loan.

**52-72-910 Admin Charge to General Fund** - Funds transferred to the General Fund based upon Sewer Department expenses that are incurred through the General Fund.

**52-72-999 Reserves** - Surplus funds added to the fund balance. Those funds are saved to pay for future capital projects, as shown in the master plan.

### **Future Sewer Fee Increases**

March 1, 2018	\$	50.00
March 1, 2019	\$	51.00
March 1, 2020	\$	52.00
March 1, 2021	\$	53.00
March 1, 2022	\$	54.00
March 1, 2023	\$	55.00

\* Adopted by Nibley City Council on February 1, 2018



# Stormwater Department



### **Stormwater Department Accomplishments 2018-2019:**

- Performed monthly site inspections
- Put new bypass line in 3310 S 1460 W detention pond
- Swept all Nibley City streets
- Reviewed and approved all Stormwater Pollution Prevention Plans for all construction activities
- Hired a new employee
- Designed new emergency overflow for Hideaway Estates pond (1350 W 3200 S)

### **Storm Water Department Goals 2019-2020**

- Clean Stormwater system
- Perform monthly site inspections
- Review and approve all Stormwater Pollution Prevention Plans for construction activities
- Design and construct stormwater pipe on 2600 South from 600 West to 550 West
- Sweep streets Summer, Fall, and Spring
- Bypass line for ponds on 1600 West 3050 South
- Maintain compliance with state and federal regulations





## Stormwater Expenses

Expenses	Account Number	Actual		Budget FY 2018-19	Final Budget FY 2019-20
		Actual FY 2017-18	Year-to-date FY 2018-19		
Salaries & Wages	53-40-110	\$ 34,651	\$ 59,267	\$ 73,000	\$ 60,000
Seasonal Salaries & Wages	53-40-115	\$ 4,893	\$ 2,751	\$ 6,300	\$ 6,300
Employee Benefits	53-40-130	\$ 16,536	\$ 30,527	\$ 27,000	\$ 25,000
Education, Travel, & Training	53-40-230	\$ 300	\$ 1,219	\$ 1,000	\$ 1,000
Equipment and Maintenance	53-40-250	\$ 15,572	\$ 11,046	\$ 13,700	\$ 13,700
Canal Maintenance	53-40-260	\$ 3,500	\$ 3,500	\$ 3,500	\$ 3,500
Cleaning	53-40-270	\$ 11,553	\$ -	\$ 10,000	\$ -
Memberships & Dues	53-40-300	\$ 762	\$ 1,014	\$ 500	\$ 500
Legal Expense	53-40-311	\$ -	\$ 1,250	\$ 500	\$ 500
Department Expenditures	53-40-400	\$ -	\$ -		\$ 3,000
Engineering	53-40-514	\$ 5,087	\$ 1,315	\$ 5,000	\$ 5,000
Emergency Expense	53-40-515	\$ -	\$ -	\$ 5,000	\$ 5,000
Capital Outlay Improvements	53-40-730	\$ 5,644	\$ -	\$ -	\$ -
Capital Outlay Equipment	53-40-740	\$ 185,000	\$ 3,093	\$ 2,000	\$ -
Administrative Charge	53-40-910	\$ 49,992	\$ 51,000	\$ 51,000	\$ 51,000
Reserves	53-40-999	\$ -	\$ -	\$ 6,000	\$ 42,500
<b>Total Stormwater Fund Expenses</b>		<b>\$ 333,490</b>	<b>\$ 165,981</b>	<b>\$ 204,500</b>	<b>\$ 217,000</b>

**52-72-110 Salaries & Wages** - Funds allocated for 50% of two full-time employees; streets/stormwater superintendent, one streets/stormwater employees. The other half of their wages are paid through the street department. A 2% COLA is being proposed for employees.

**53-40-115 Seasonal Salaries & Wages** - Funds allocated for one seasonal employee working 8 months (1280 hrs.) of the year.

**53-40-130 Employee Benefits** - Funds allocated are based on premium/contribution changes and increases related to salary changes. Funds include costs for Medicare, Social Security, the Utah Retirement System, and telephone/data allowances.

**53-40-230 Education, Training, & Travel** - Funds allocated for hotel costs, mileage, and per diem. Funds are also included for registration fees for conferences and continuing education, as well as for license and certification fees.

**53-40-250 Maintenance and Equipment** - Funds allocated for repair and maintenance of storm water facilities.

**53-40-260 Canal Maintenance** - Funds allocated at \$3,500 as Nibley City's contribution to the Nibley Blacksmith Fork Canal Company for shared maintenance of storm water facilities.

**53-40-270 Cleaning** - This account is not funded because the city has purchased a vac truck and will do the cleaning in-house.

**53-40-300 Membership Dues** - Funds allocated for professional membership in American Public Works Association.

**53-40-311 Legal Expense** - Funds allocated for services performed by the City Attorney relating to sewer department.

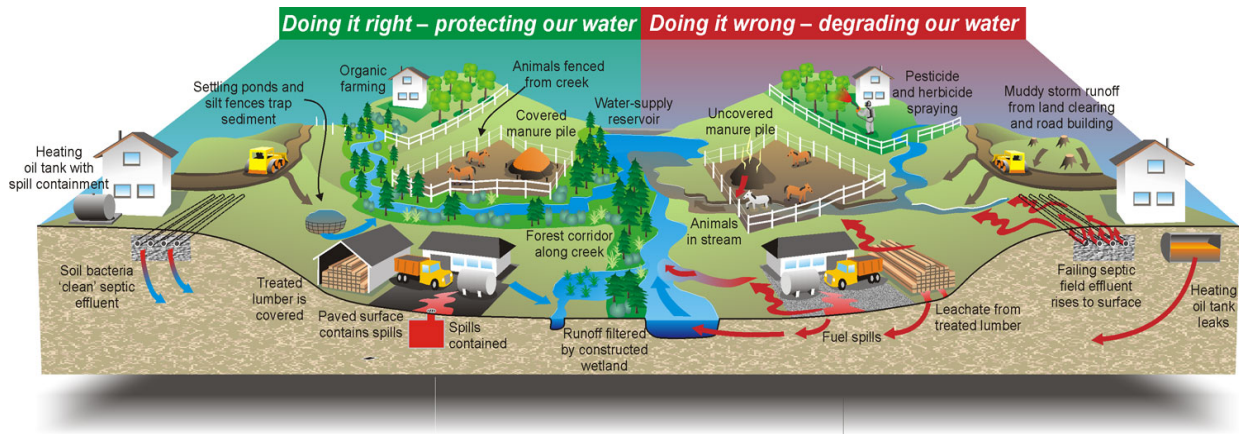
**53-40-514 Engineering** - Funds allocated for charges by city engineers for services related to stormwater facilities.

**53-40-515 Emergency Expense** - Funds allocated for any unforeseen costs dues to an emergency.

**53-40-740 Capital Outlay Equipment** - No funds are being budgeted this year.

**53-40-910 – Admin Charge to General Fund** - Funds transferred to the General Fund based upon Stormwater Department expenses that are incurred through the General Fund.

**53-40-999 Reserves** - Surplus funds added to the fund balance. Those funds are saved to pay for future capital projects, as shown in the master plan.





Impact fees are charged with residential and commercial building permits. The funds are used to pay for increased capacity that is necessary to keep up with growth. The Park Fund balance increased significantly due to revenue being received that is being saved for future construction projects.

# Impact Fee Funds





**56-40-753 Veterans Memorial Park** - This account is not being funded this year.

**56-40-755 Property Acquisitions** - This account is not being funded this year.☒

**56-40-757 Morgan Farm Electrical Service** - This account is not funded this year - project complete.

**56-40-760 Reserves** - Funds that are not allocated to be spent in this year's budget.







## Street Impact Fee

Revenue	Account Number	Actual			
		Actual FY 2017-18	Year-to-date FY 2018-19	Budget FY 2018-19	Final Budget FY 2019-20
Appropriated Fund Balance	59-37-601	\$ -	\$ -	\$ 5,650	\$ -
Interest Earned	59-37-610	\$ -	\$ 3,124	\$ 1,000	\$ 1,000
Street Impact Fees	59-37-790	\$ 26,776	\$ 34,173	\$ 23,350	\$ 24,000
<b>Total Revenues</b>		<b>\$ 26,776</b>	<b>\$ 37,297</b>	<b>\$ 30,000</b>	<b>\$ 25,000</b>

Expenses	Account Number	Actual			
		Actual FY 2017-18	Year-to-date FY 2018-19	Budget FY 2018-19	Final Budget FY 2019-20
Reserves	59-40-760	\$ -	\$ -	\$ -	\$ 25,000
Transfer To General Fund	59-40-910	\$ 30,000	\$ 30,000	\$ 30,000	\$ -
<b>Total Capital Expenditures</b>		<b>\$ 30,000</b>	<b>\$ 30,000</b>	<b>\$ 30,000</b>	<b>\$ 25,000</b>

**Surplus/(Deficit)** **\$ 7,297**

Beginning Cash Balance (Est.)	<b>\$ 107,053</b>
Reserves (Fund Balance App.)	<b>\$ 25,000</b>
<b>Ending Cash Balance (Est.)</b>	<b>\$ 132,053</b>

### Revenue:

**59-37-601 Appropriated Fund Balance** - This account is used to allocate funds appropriated out of the fund balance from previous contributions.

**59-37-610 Interest Earned** - Revenue generated from interest earned on all fund balances of money held in interest bearing accounts. This is apportioned out once per year at the end of the fiscal year to each of the individual funds based on the percentage of the total fund balance.

**59-37-790 Street Impact Fees** - Revenue based on 50 new homes anticipated to be built in the coming fiscal year. The street impact fee for a new residential home is currently \$467, but is in the process of being updated.

### Expenditures:

**59-40-760 Reserves** - Surplus funds added to the fund balance. Those funds are saved to pay for future projects, as shown in the master plan.

**59-40-910 Transfer to General Fund** - Funds were allocated here to reimburse the general fund for costs of constructing the 3200 S widening project. The original balance to be paid back to the general fund was \$862,198. The remaining balance is \$622,926. The street impact fee is in the process of being updated and the recommendation is to begin saving funds for future projects rather than paying back the general fund for the 3200 S project.

## Nibley City Pay Grade System 2019-20

5% between steps; 2% COLA from FY18-19

**Grade Pay Step**

	A	B	C	D	E	F	G	H	I
<b>1</b>	\$ 8.70	\$ 9.14	\$ 9.59	\$ 10.07	\$ 10.58	\$ 11.10	\$ 11.66	\$ 12.24	\$ 12.85
<b>Annual</b>	\$ 18,097.25	\$ 19,002.11	\$ 19,952.22	\$ 20,949.83	\$ 21,997.32	\$ 23,097.18	\$ 24,252.04	\$ 25,464.65	\$ 26,737.88
<b>2</b>	\$ 10.04	\$ 10.54	\$ 11.07	\$ 11.62	\$ 12.20	\$ 12.81	\$ 13.45	\$ 14.12	\$ 14.83
<b>Annual</b>	\$ 20,876.54	\$ 21,920.37	\$ 23,016.39	\$ 24,167.21	\$ 25,375.57	\$ 26,644.35	\$ 27,976.57	\$ 29,375.39	\$ 30,844.16
<b>3</b>	\$ 11.58	\$ 12.16	\$ 12.76	\$ 13.40	\$ 14.07	\$ 14.78	\$ 15.51	\$ 16.29	\$ 17.10
<b>Annual</b>	\$ 24,080.16	\$ 25,284.17	\$ 26,548.38	\$ 27,875.80	\$ 29,269.58	\$ 30,733.06	\$ 32,269.72	\$ 33,883.20	\$ 35,577.36
<b>4</b>	\$ 13.39	\$ 14.06	\$ 14.77	\$ 15.50	\$ 16.28	\$ 17.09	\$ 17.95	\$ 18.84	\$ 19.79
<b>Annual</b>	\$ 27,856.61	\$ 29,249.44	\$ 30,711.91	\$ 32,247.51	\$ 33,859.88	\$ 35,552.88	\$ 37,330.52	\$ 39,197.04	\$ 41,156.90
<b>5</b>	\$ 15.49	\$ 16.27	\$ 17.08	\$ 17.94	\$ 18.83	\$ 19.77	\$ 20.76	\$ 21.80	\$ 22.89
<b>Annual</b>	\$ 32,227.10	\$ 33,838.46	\$ 35,530.38	\$ 37,306.90	\$ 39,172.25	\$ 41,130.86	\$ 43,187.40	\$ 45,346.77	\$ 47,614.11
<b>6</b>	\$ 17.90	\$ 18.80	\$ 19.74	\$ 20.72	\$ 21.76	\$ 22.85	\$ 23.99	\$ 25.19	\$ 26.45
<b>Annual</b>	\$ 37,234.08	\$ 39,095.78	\$ 41,050.57	\$ 43,103.10	\$ 45,258.26	\$ 47,521.17	\$ 49,897.23	\$ 52,392.09	\$ 55,011.69
<b>7</b>	\$ 20.74	\$ 21.77	\$ 22.86	\$ 24.01	\$ 25.21	\$ 26.47	\$ 27.79	\$ 29.18	\$ 30.64
<b>Annual</b>	\$ 43,132.13	\$ 45,288.73	\$ 47,553.17	\$ 49,930.83	\$ 52,427.37	\$ 55,048.74	\$ 57,801.18	\$ 60,691.24	\$ 63,725.80
<b>8</b>	\$ 24.00	\$ 25.20	\$ 26.46	\$ 27.78	\$ 29.17	\$ 30.63	\$ 32.16	\$ 33.77	\$ 35.46
<b>Annual</b>	\$ 49,921.25	\$ 52,417.31	\$ 55,038.18	\$ 57,790.08	\$ 60,679.59	\$ 63,713.57	\$ 66,899.25	\$ 70,244.21	\$ 73,756.42
<b>9</b>	\$ 27.84	\$ 29.23	\$ 30.69	\$ 32.22	\$ 33.83	\$ 35.53	\$ 37.30	\$ 39.17	\$ 41.13
<b>Annual</b>	\$ 57,898.46	\$ 60,793.39	\$ 63,833.06	\$ 67,024.71	\$ 70,375.94	\$ 73,894.74	\$ 77,589.48	\$ 81,468.95	\$ 85,542.40
<b>10</b>	\$ 32.27	\$ 33.89	\$ 35.58	\$ 37.36	\$ 39.23	\$ 41.19	\$ 43.25	\$ 45.41	\$ 47.68
<b>Annual</b>	\$ 67,127.42	\$ 70,483.80	\$ 74,007.98	\$ 77,708.38	\$ 81,593.80	\$ 85,673.49	\$ 89,957.17	\$ 94,455.03	\$ 99,177.78

## Nibley City Employees- Current and Projected Fiscal Year

Department	Position Title	Step	FT Actual FY18-19	FT Actual FY19-20
<b>Administration</b>				
	City Manager	Salaried	1	1
	Treasurer	Salaried - 7	1	1
	Deputy Recorder	5	1	1
	AP Clerk	Salaried - 3	1	1
	Office Clerk	3	1	1
	Payroll/Purchasing	3	0.35	1
	Custodian	2	0.25	0.25
	Recreation Director	Salaried - 7	0.15	0.10
<b>Court</b>				
	Judge	Salaried	1	0
	Court Clerk	3	1	0
	Court Clerk	3	0.65	0
<b>Public Works</b>				
	Public Works Director	Salaried - 10	1	1
<b>Parks</b>				
	Parks Superintendent	7	1	1
	Parks Employee	5	2	2
	Seasonal Parks Employee	3	2	2
<b>Streets</b>				
	Streets Superintendent	7	0.50	0.50
	Streets Operator	5	0	0.5
	Seasonal Streets Employee	3	0.25	0.25
	Crossing Guard	2	1.34	1.34
<b>Stormwater</b>				
	Stormwater Superintendent	7	0.50	0.50
	Stormwater Operator	5	1	0.5
	Seasonal Stormwater	3	0.25	0.25
<b>Water</b>				
	Water Superintendent	7	0.50	0.50
	Water Operator	6	1	1
<b>Sewer</b>				
	Sewer Superintendent	7	0.50	0.50
	Sewer Operator	6	1	1
<b>Planning/Building</b>				
	City Planner	Salaried - 8	1	1
	Building Inspector	5	1	1
	Commercial Inspector	Contact	0.01	0.01
<b>Recreation</b>				
	Recreation Director	Salaried - 7	0.85	0.90
	Recreation Employee	4	0	0.50
	Recreation Seasonal	3	0.50	0.50
	Group Fitness Teacher	5	0.16	0.16
<b>Emergency</b>				
	Emergency Manager	6	0.5	0.25
			<b>Total FTE</b>	<b>23.51</b>

Nibley Citizens



Mayor  
City Council

City Manager

Public Works

Water/Sewer

Parks

Streets/Stormwater

Planning/Building

Planning Commission

Building Inspector

City Planner

Finance

City Treasurer

Utility Manager

Accounts Payable

Accountant

Auditor

Public Safety

First Responders

Fire Department

Emergency Management

Law Enforcement

Administration

Office Clerks

Deputy Recorder

Custodian

City Attorney

Community Dev./  
Recreation

Volunteers

Fitness Instructors

Rec Staff

Parks & Rec  
Committee

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## NIBLEY CITY OVERVIEW

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**Date of Settlement:** 1855

**Date of Incorporation:** 1935

**Population Estimate:** 7,000

**Form of Government:** City Manager by Ordinance

**Area:** 4.4 sq. miles

**Elevation:** 4,554

**Miles of streets:** 33

**Police Protection:** Cache County Sheriffs Department (Contracted)

**Fire protection:** Hyrum City (Contracted)

**Number of fire stations:** 1 (Located in Hyrum City)

**First Responders:** Nibley-Millville Squad 140 (Volunteers), and Cache County EMS

**Animal Control:** Cache County Animal Control (Contracted)/Cache Humane Society

### Schools:

Nibley Elementary

- Number of classrooms: 19
- Number of teachers: 19
- Number of students: 496

Heritage Elementary

- Number of classrooms: 26
- Number of teachers: 35
- Number of students: 658

Thomas Edison Charter School

- Number of classrooms: 50
- Number of teachers: 40
- Number of students: 802

Ridgeline High School (Located in Millville)

- Number of classrooms: 67
- Number of teachers: 67
- Number of students: 1,409

### Municipal Water Department

Number of connections: 2,006

Annual consumption in gallons: 500,000

Miles of water mains: 37

Wells: 3

Springs: Yeates Spring (Out of Service)

Storage capacity: 3 Reservoirs 3,350,000 Gallons

### Municipal Sewer Department

Number of connections: 1,903

Miles of sewer lines: 30 Miles

Treatment plants: 1, Logan City (Contracted)

Lift Stations: 4

### Solid Waste and Disposal Department – Logan City Environmental (Contracted)

### Public Buildings:

City Offices/Community Center  
Anhder Park Building (Historic City Hall)

Public Works

### Public Parks:

Virgil Gibbons Heritage Park  
Elk Horn Park  
Morgan Farm  
Discovery Disc Golf Course  
Shadowbrook Park  
Meadow View Park

Nibley Gardens  
Anhder Park  
Clear Creek  
Neighborhood Park  
Veterans Memorial Park  
Firefly Park