



**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 environment, historical surroundings, and in accordance with the General Plan.

**OUR VALUES:**

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

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**Nibley City Budget  
FY 2017-18**

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# Mayor's Budget Message



May 4, 2017

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

I am pleased to present the Nibley City Budget for Fiscal Year 2017-18. I would like to thank all those who have helped to prepare and manage the City's budget. Staff and I understand that our fiduciary responsibility to our residents is among our most sacred duties as public servants. We maintain our conservative approach to funding City operations; we conservatively project revenues and do our best to maximize the use of existing resources to maintain or increase levels of service.

Nibley is in a strong financial position. We continue to show progress toward meeting departmental and Citywide goals and initiatives. Unanticipated heavy snow and rain this winter has impacted our ability to focus on specific planned and funded projects, but the budget shows those items as continuing through 2018. Our budget growth is stable, remaining at approximately \$7 million for all funds combined. Our tax rate proposal is to continue our practice of maintaining the rate at 0.001667, the rate that has historically proven appropriate for sustainably funding City needs.

Attached you will find:

- 1) Highlights of this year's budget proposal
- 2) A flow chart detailing Nibley City's financial oversight and the roles members of the financial team play in carrying out both budget management and the day-to-day financial operations of the City
- 3) 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, and all those who serve for their vision and their dedication to efficient stewardship and 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 "Shaun Dustin", is written over a horizontal line.

Shaun Dustin  
Mayor

## **Budget Highlights**

### **Conservative Revenue Growth**

General Fund revenues in FY 17-18 are expected to remain overall stable. This budget estimates an increase in the number of building permits due to several subdivision projects being proposed in the past year. The subdivisions currently under construction would add approximately 112 new building lots to the City.

Nibley has continued to add new real estate value; 63 new home building permits were issued in calendar year 2016. The City also issued 147 total building permits over the 12 month period from April 2016 through March 2017, of which 56 were new homes. Budget category values related to home building in the FY 17-18 budget projections are based on an estimated 50 homes being built in the next fiscal year. Assessed home values have gone up almost 9 percent over the past year.

Sales tax revenue is expected to continue to grow as Nibley's and Utah's economies and populations grow.

Revenues from court fines and franchise fees are projected to remain stable.

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

The FY 17-18 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 certified by the County to the historic rate of 0.001667, the rate that allows the City to maintain services at the current level. Due to growth in real estate value, Cache County certified 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 will require the City to hold a Truth in Taxation hearing in August.

Water charges are expected to be changed this year due to a new 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.

The sewer revenue amount in this budget does not reflect a rate increase for Nibley utility users at this time. However, such an increase is being considered in the next fiscal year because Logan City has increased the sewer treatment fee by 10%, which begins July 1, 2017. A revenue increase will result if Nibley also adopts an increase in the sewer rate. 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 \$42 per month. Approximately \$12 of this fee is paid to Logan City for treatment. The fee paid to Logan City is increasing due to the cost of constructing a new treatment facility. The remainder of the fee Nibley charges is used for department operations and debt service on the loan that was taken out to construct the original sewer system. Zion's Bank is in the process of completing a sewer rate study and will propose a sewer rate based on the study's findings.

There is a proposed 25 cents per month per residence increase in the residential stormwater fee. This will set the residential stormwater rate at \$7.00 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 rules.

### **Grant Revenue**

Last year, the City applied for and was awarded \$100,000 in Recreation Arts Parks and Zoo (RAPZ) grant funding to start planning and developing the 20 acres the city recently purchased west of Virgil Gibbons Heritage Park, which is proposed to be called Firefly Park. This year, Nibley applied for and was awarded an additional \$215,000 in RAPZ Grant funding for Firefly Park, for a total of \$315,000. The City must match these grant with \$315,000 from the Park Impact Fee Fund. These funds should complete the first phase of development at Firefly Park. An additional \$40,000 in RAPZ Grant funds were also awarded to construct a tennis court at Heritage Park. It is being proposed in the Park Master Plan update to move that project to Anhder Park. That project will be 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 17-18 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 for the City include:

- Street maintenance at approximately \$270,000 per year to preserve infrastructure quality
- An update to the Transportation Master Plan
- Completing upgrades to the historic city hall building at Anhder Park
- Construction of Firefly Park
- Construction of tennis courts at Anhder Park
- Construction of a Veteran's Memorial Park next to city hall
- Construction of a splash pad at Elkhorn Park
- Construction of missing links in the City's sidewalk network
  - (Finishing sidewalks at Discovery Park)
- Funds to purchase right-of-way for future trails
- Completion of the trail between the Blacksmith Fork River and the new Ridgeline High School
- Continuing to clean and inspect several sections of the Stormwater and Sewer systems
- Completion of the new well at the Regional Park on 640 West that will have the capability of producing 3300 gallons per minute of high-quality drinking water.
- A review of surface water rights and shares
- Repairing crumbling stonework at City Hall

### Some planned equipment purchases include:

- |  |  |
|--|--|
| <ul style="list-style-type: none"><li>• A Vac-Truck to assist in maintaining the sewer and storm water system</li><li>• Replacing street sweeper</li><li>• A new mower and a sidewalk snowblower</li></ul> | <ul style="list-style-type: none"><li>• Replacing backhoes in streets and sewer departments</li><li>• Replacing the Front-end loader</li><li>• Replacing a Sewer Truck</li></ul> |
|--|--|

### Other Key Changes to the Budget

- Sanitation Budget
  - Increase in the FY 16-17 budget based on actual costs
  - Increased FY 17-18 budget based on actual costs
- Public Works
  - Training, Education, & Travel Increase due to public works department attending Snow Conference in SLC.
- Court
  - Budget Increased after a review of actual costs
- Capital Projects
  - There is anticipated to be a transfer from surplus at the end of the fiscal year
- Added Accounts
  - Emergency Accounts (GL #s -515)
    - Non Departmental \$10,000
    - Public Works \$10,000
    - Streets \$10,000
    - Water \$10,000
    - Sewer \$10,000
    - Stormwater \$10,000
    - Sanitation \$2,000

- Benefits – benefits amounts were increased throughout the budget to correct budgeted amounts in last year’s budget that were incorrectly calculated and too low.
- Parks
  - Several park projects moved from Capital Projects to the Park Impact Fee Fund

## 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 such as a fall fun run, fitness classes, a daddy daughter dance and more. 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:** Nibley City hired a new Planner in November 2016. The planning department has been busy handling approximately half-a-dozen subdivision applications in recent months, along with updating more than half-a-dozen ordinances and updating the parks and trails master plan. The City Council has made it a practice to set aside funds on an annual basis for planning. Nibley City is finalizing an update to the City’s park and trail master plan. This budget provides funds to update the transportation plan and to update the City’s development codes. This is particularly important in light of continued rapid growth.

Nibley also feels an urgency to better understand our rights and responsibilities related to surface water in Nibley. The City uses canals for recreation, irrigation and stormwater, but ownership of the canals, rights of ways, and irrigation companies is unclear how much the City owns, where they are, or what the City is going to do to manage them as a resource. The City needs to review its assets, and organize its documentation so that in 2018 the City can begin to plan for the future with a solid understanding.

## 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. This has included consolidating the following accounts in order to simplify the document:

- Training & Travel accounts into a combined Education & Training and Travel account
- One consolidated Office Supplies budget for all Public Works departments
- One consolidated Uniforms budget for all Public Works departments
- Consolidating IT, Computer Upgrades, & Web Admin & Design into one IT account
- Consolidating the Telephone account into Employee Benefits

## 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.

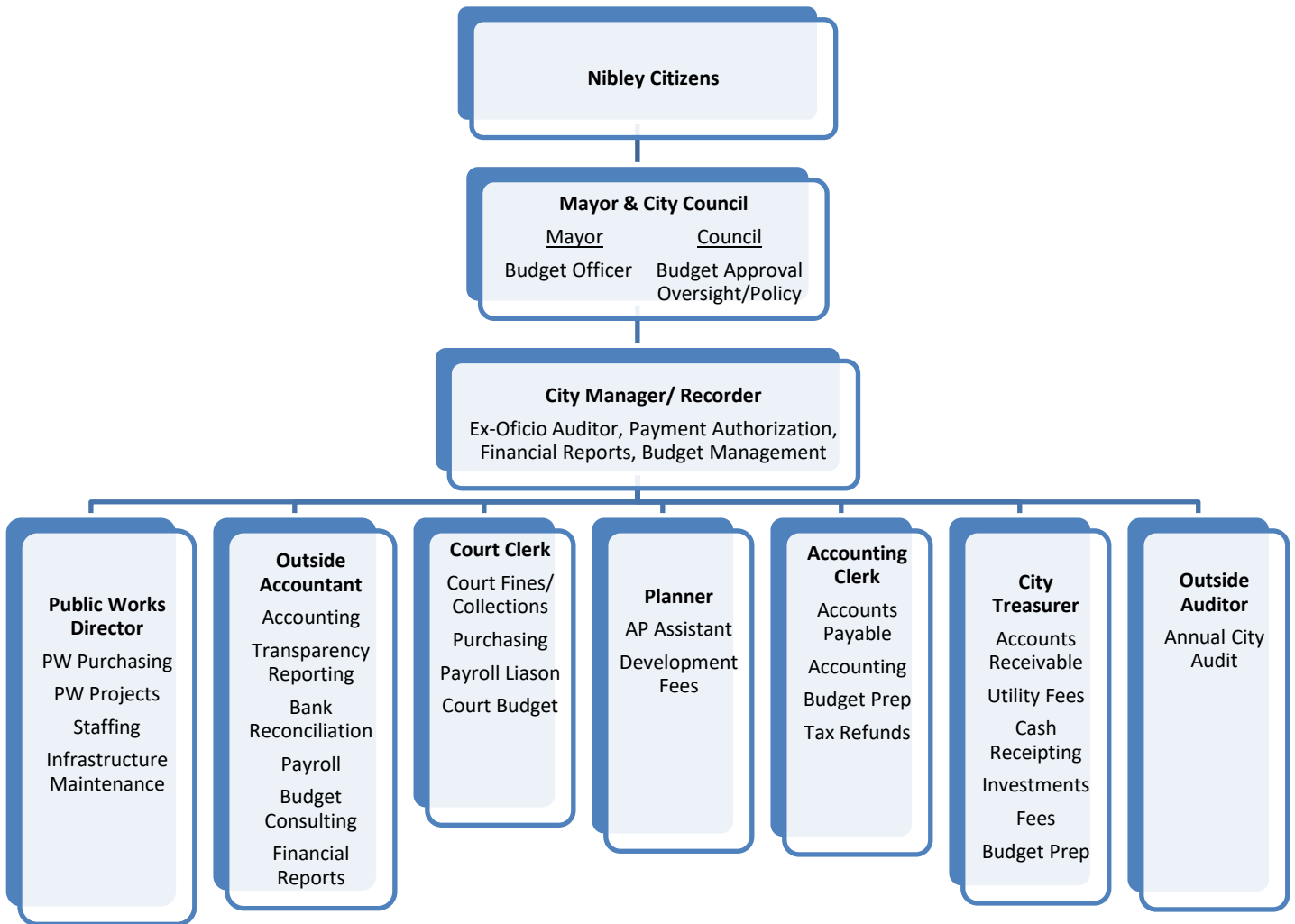
It has been the City’s practice to adjust the employee pay scale by 2% annually as a cost of living adjustment. Some Nibley City employees also receive merit pay adjustments until they reach the top of their particular pay grade. The FY 17-18 budget includes the usual COLA of 2% for employees and elected officials and accounts for increases in benefit payment amounts, including retirement contributions.

## Proposed Timeline for future meetings and approval

- May 25 – Public Hearings
- June 8 – Final Adoption



## Nibley City Financial Oversight



## Budget Timeline

January	<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>
February	<ul style="list-style-type: none"><li>• Meet with Department heads to review accomplishments and upcoming priorities</li></ul>
March	<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>
April	<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>
May	<ul style="list-style-type: none"><li>• Department heads present the proposed budget to the City Council by the first meeting in May</li><li>• Council workshops of budget</li><li>• Public hearing on budget</li></ul>
June	<ul style="list-style-type: none"><li>• Adoption of the Budget not later than the 21<sup>st</sup> of June</li></ul>
August	<ul style="list-style-type: none"><li>• Truth in Taxation Hearing</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 fiscal year budget.

## Fiscal Policies

Nibley City examines statistical and demographic information as part of the fiscal decision-making process. Nibley City has grown from a population of 2,040 in the 2000 Census to approximately 6,700. More than 40% of the City's population is under the age of 18, with the majority of that being residents under the age of 12.

The City currently employs 14 full-time employees, 14 part-time employees, 6 seasonal employees, 8 volunteer first responders, and has multiple contracted positions, including the Attorney, Engineer, Auditor, Accountant, Payroll Clerk, Commercial Building Inspector, Prosecutor, Defense Attorneys, Bailiff, Interpreter, Fire Department, Police and Animal Control services.

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 account 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 a Capital Improvements Plan.

In compliance with the requirements of the laws of the State of Utah, Nibley City staff works together to 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.

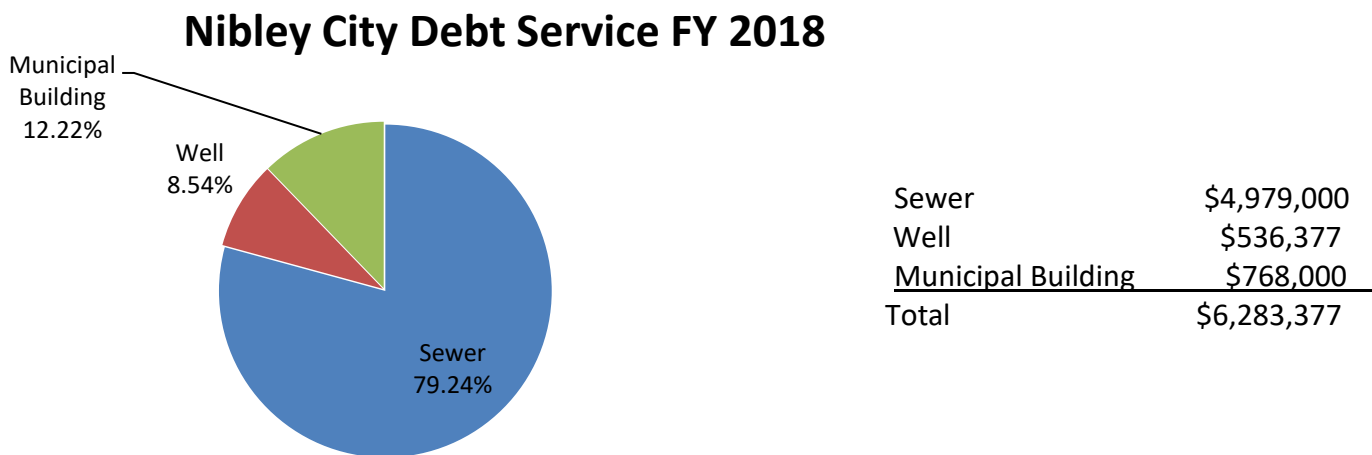
In preparing and executing each fiscal year’s adopted budget, Nibley City adheres to the following principles:

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 fiscal planning practices.

### Debt Limit

Estimated Market Value	\$269,110,847
Legal Debt Limit (4% of market value)	\$10,764,434
<u>Current Outstanding General Obligation Debt</u>	<u>\$0</u>
Legal Debt Margin	\$10,764,343

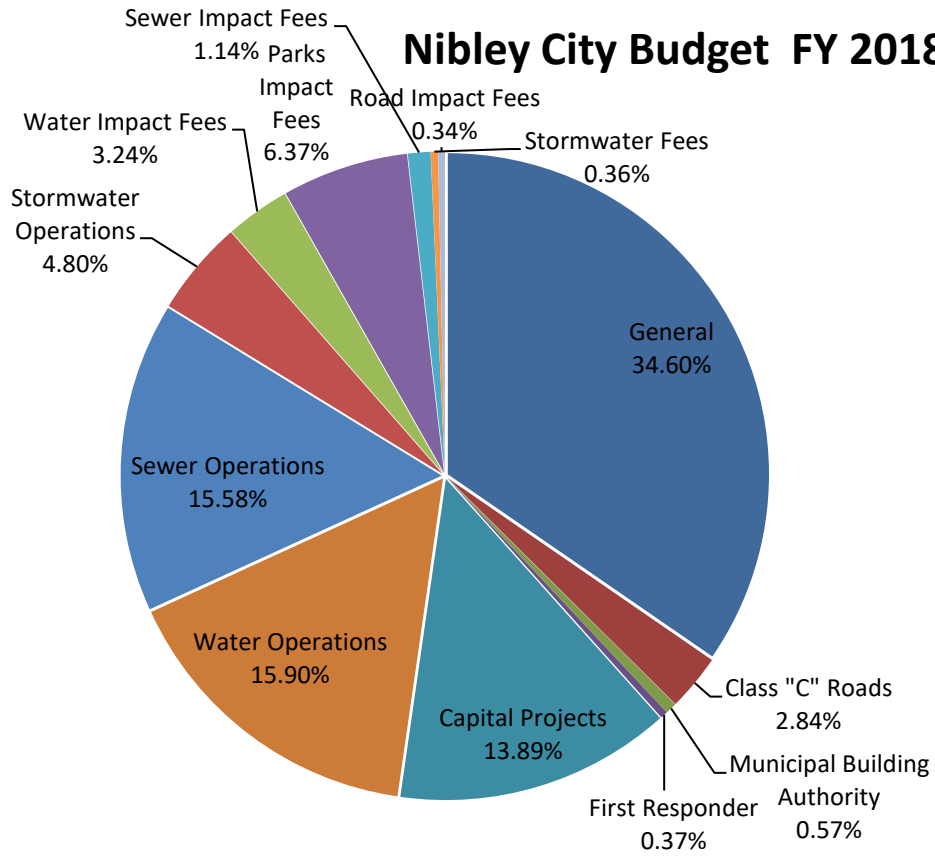
Nibley City currently has no general obligation debt. All Nibley City debts are incurred and paid through enterprise funds. Payment and payoff schedule for each of these can be found in the individual budget sections and are summarized below:



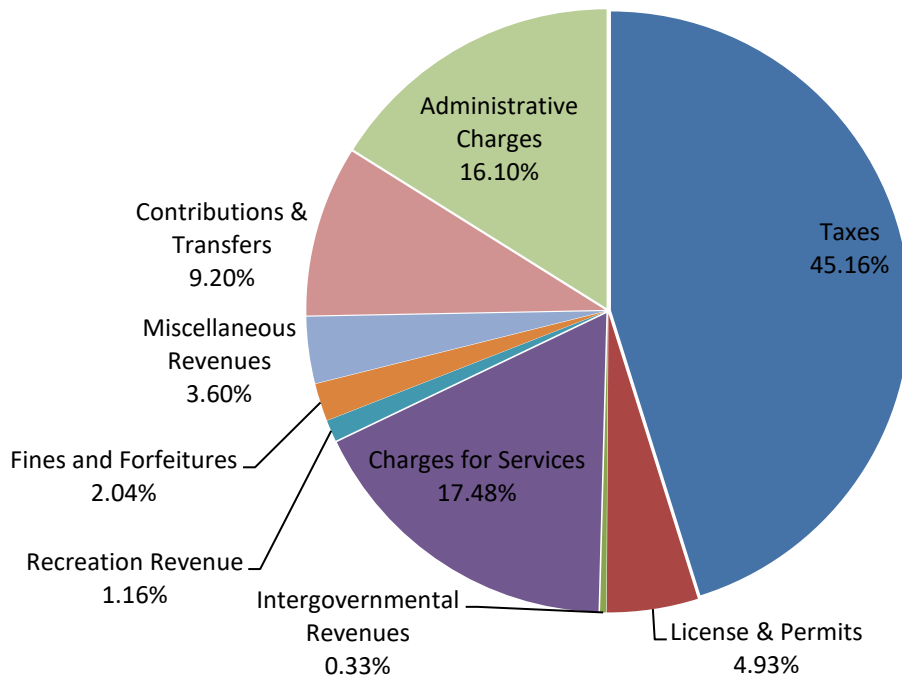
## Overall Revenues

Revenues	Account Number	Actual FY 2015-16	Actual Year-to- Date FY 2016-17	Budget FY2016-17	Final Budget FY 2017-18
General	10	\$2,552,815	\$2,714,207	\$2,608,601	\$3,048,300
Class "C" Roads	11	\$220,841	\$198,211	\$200,000	\$250,000
Municipal Building Authority	20	\$49,120	\$74,385	\$49,000	\$77,000
First Responder	24	\$29,754	\$34,055	\$31,599	\$33,000
Capital Projects	45	\$340,413	\$300,557	\$1,145,500	\$1,322,000
Water Operations	51	\$714,465	\$767,723	\$1,633,891	\$1,398,700
Sewer Operations	52	\$887,972	\$954,933	\$1,176,000	\$1,370,500
Stormwater Operations	53	\$203,165	\$192,041	\$182,500	\$422,550
Water Impact Fees	55	\$159,081	\$109,591	\$200,000	\$285,000
Parks Impact Fees	56	\$350,190	\$229,500	\$212,500	\$560,000
Sewer Impact Fees	57	\$162,289	\$100,045	\$98,000	\$100,000
Stormwater Impact Fees	58	\$20,069	-	\$32,000	\$32,000
Road Impact Fees	59	\$35,235	\$32,747	\$30,000	\$30,000
<b>Total All Fund Revenues</b>		<b>\$5,725,409</b>	<b>\$5,707,995</b>	<b>\$7,599,591</b>	<b>\$8,919,050</b>

## Nibley City Budget FY 2018



## General Fund Revenue FY 2018



## General Fund Overview

### Revenue

Revenue	Account Number	Actual	Actual	Budget	Final
		FY 2015-16	Year-to-date FY 2016-17	FY 2016-17	Budget FY 2017-18
Taxes	10-31-000	\$1,366,428	\$1,410,511	\$1,286,621	\$1,374,400
License & Permits	10-32-000	\$193,106	\$159,325	\$130,000	\$150,000
Intergovernmental Revenues	10-33-000	\$5,850	\$2,603	\$12,100	\$10,600
Charges for Service	10-34-000	\$467,812	\$482,674	\$533,386	\$532,000
Recreation Revenue	10-34-000	\$17,819	\$35,179	\$54,625	\$40,400
Fines and Forfeitures	10-35-000	\$61,978	\$64,711	\$62,000	\$62,000
Miscellaneous Revenues	10-36-000	\$29,822	\$92,338	\$63,000	\$109,500
Contributions & Transfers	10-38-000	\$30,000	\$30,000	\$380,000	\$280,000
Administrative Charges	10-39-000	\$380,000	\$436,866	\$436,869	\$490,000
<b>Total General Fund Rev.</b>		<b>\$2,552,815</b>	<b>\$2,714,207</b>	<b>\$2,958,601</b>	<b>\$3,048,900</b>

### Expenditures

Expenditures	Account Number	Actual	Actual	Budget	Final
		FY 2015-16	Year-to-date FY 2016-17	FY 2016-17	Budget FY 2017-18
City Council	10-41	\$39,585	\$17,609	\$50,200	\$48,000
Court	10-42	\$76,776	\$28,901	\$71,200	\$85,000
Administration	10-43	\$393,285	\$153,583	\$431,700	\$479,000
Elections	10-47	\$910	-	\$1,000	\$4,000
Public Works	10-48	\$201,566	\$93,801	\$233,800	\$264,000
Non-Departmental	10-50	\$182,196	\$85,033	\$554,500	\$496,000
Public Safety	10-54	\$214,315	\$91,943	\$225,172	\$244,500
Streets	10-60	\$709,591	\$66,732	\$210,775	\$219,800
Sanitation	10-62	\$336,297	\$228,463	\$466,000	\$469,000
Planning & Zoning	10-68	\$174,802	\$76,847	\$222,700	\$242,500
Parks	10-70	\$242,841	\$117,450	\$322,829	\$296,000
Community Development	10-75	\$137,862	\$39,753	\$168,725	\$201,100
<b>Total General Fund Exp.</b>		<b>\$2,238,401</b>	<b>\$1,000,115</b>	<b>\$2,958,601</b>	<b>\$3,048,900</b>

### Surplus/(Deficit)

Beginning Cash Balance (est.)	<b>\$638,990</b>
Reserves (Fund Balance App.)	-
Ending Cash Balance (est.)	<b>\$709,943</b>



# 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 license, grant funds etc.

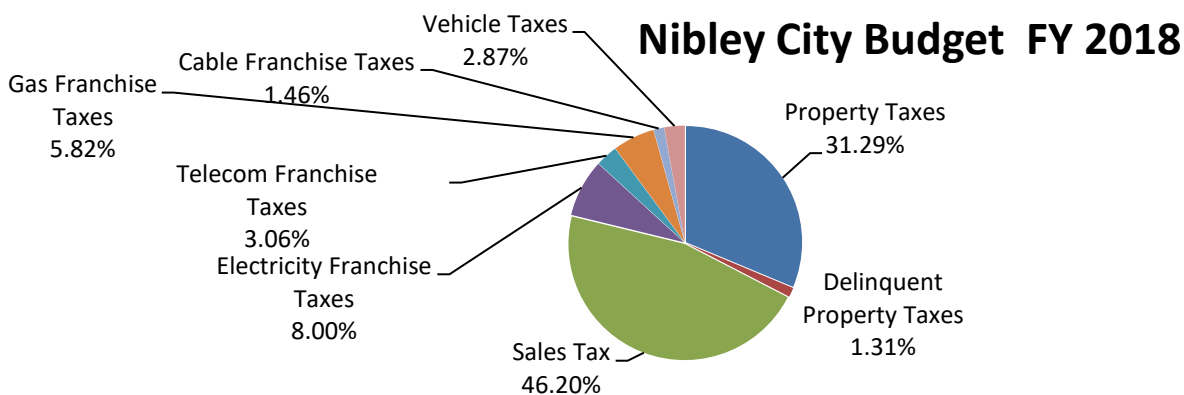
## Taxes

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

Revenues	Account Number	Actual FY 2015-2016	Actual Year-to-Date FY 2016-2017	Budget FY2016-2017	Final Budget FY 2017-2018
<b>Taxes</b>					
Property Taxes	10-31-110	\$367,878	\$438,860	\$408,621	\$430,000
Delinquent Property Taxes	10-31-120	\$17,033	\$15,822	\$15,000	\$18,000
Sales Tax	10-31-130	\$666,805	\$655,567	\$590,000	\$635,000
Electricity Franchise Taxes	10-31-140	\$134,209	\$118,200	\$112,000	\$110,000
Telecom Franchise Taxes	10-31-141	\$40,442	\$36,571	\$37,000	\$42,000
Gas Franchise Taxes	10-31-142	\$78,930	\$88,808	\$70,000	\$80,000
Cable Franchise Taxes	10-31-143	\$26,047	\$13,188	\$19,000	\$20,000
Vehicle Taxes	10-31-150	\$35,084	\$43,495	\$35,000	\$39,400
<b>Total Taxes</b>		<b>\$1,366,428</b>	<b>\$1,410,511</b>	<b>\$1,286,621</b>	<b>\$1,374,400</b>



**10-31-110 Property Taxes** – Property tax revenue is determined by multiplying the property tax rate by the value of 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 determined 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 predictable 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. The projected revenue for the next fiscal year, based on keeping the same rate of 0.001667, would be approximately \$430,000, based on current year property values.

The average home value in Nibley is \$231,000. This is up almost 9% from last year. 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. This hearing is scheduled for on August 3, 2017.

**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. Nibley City receives 50% of all sales taxes generated within Nibley City; the rest of the sales tax goes to the state’s population pot. This means that sales tax generated in Nibley accounts for 15% of the City’s total sales tax revenue, with 85% coming from statewide redistribution policy. Nibley City then receives taxes from the state’s population pot based on Nibley City’s total population. These 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.

Nibley City Sales Tax Revenue						
2009-2010	2010-2011	2011-2012	2012-2013	2013-2014	2014-2015	2015-2016
\$365,317	\$408,293	\$492,604	\$530,416	\$572,917	\$621,517	\$666,805

**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 fees are stable overall. Franchise agreements include companies such as Rocky Mountain Power, Questar, Qwest, Centurylink, etc.

**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.

## 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

Revenues	Account Number	Actual FY 2015-16	Actual Year-to-Date FY 2016-17	Budget FY2016-17	Final Budget FY 2017-18
<b>Licenses and Permits</b>					
Building Permits	10-32-210	\$174,785	\$142,513	\$113,000	\$133,000
Business Licenses & Fees	10-32-220	\$8,615	\$8,437	\$8,000	\$8,000
Dog Licenses	10-32-250	\$9,706	\$8,375	\$9,000	\$9,000
<b>Total Licenses and Permits</b>		<b>\$193,106</b>	<b>\$159,325</b>	<b>\$130,000</b>	<b>\$150,000</b>
<b>Intergovernmental Revenue</b>					
Grant - Children's Theatre	10-33-322	\$2,950	\$2,003	\$1,500	\$4,000
Grant - EDCU	10-33-323	\$2,900	\$600	\$600	\$600
Grant - Public Safety	10-33-810	-		\$10,000	\$6,000
<b>Total Intergovernmental</b>		<b>\$5,850</b>	<b>\$2,603</b>	<b>\$12,100</b>	<b>\$10,600</b>
<b>Charges For Service</b>					
Comm. Center Dispatch	10-34-410	\$62,022	\$64,838	\$61,000	\$65,000
Planning Review Fees	10-34-420	\$1,565	\$5,410	\$500	\$5,000
Development Fees Reimbursed	10-34-422	\$22,966	\$5,001	\$12,000	\$14,000
Refuse Collection Service Fees	10-34-430	\$373,771	\$400,844	\$451,686	\$440,000
Community Center Rental	10-34-431	\$7,338	\$6,356	\$8,000	\$8,000
Variance Request	10-34-681	\$150	\$225	\$200	-
<b>Total Charges for Service</b>		<b>\$467,812</b>	<b>\$482,674</b>	<b>\$533,386</b>	<b>\$532,000</b>

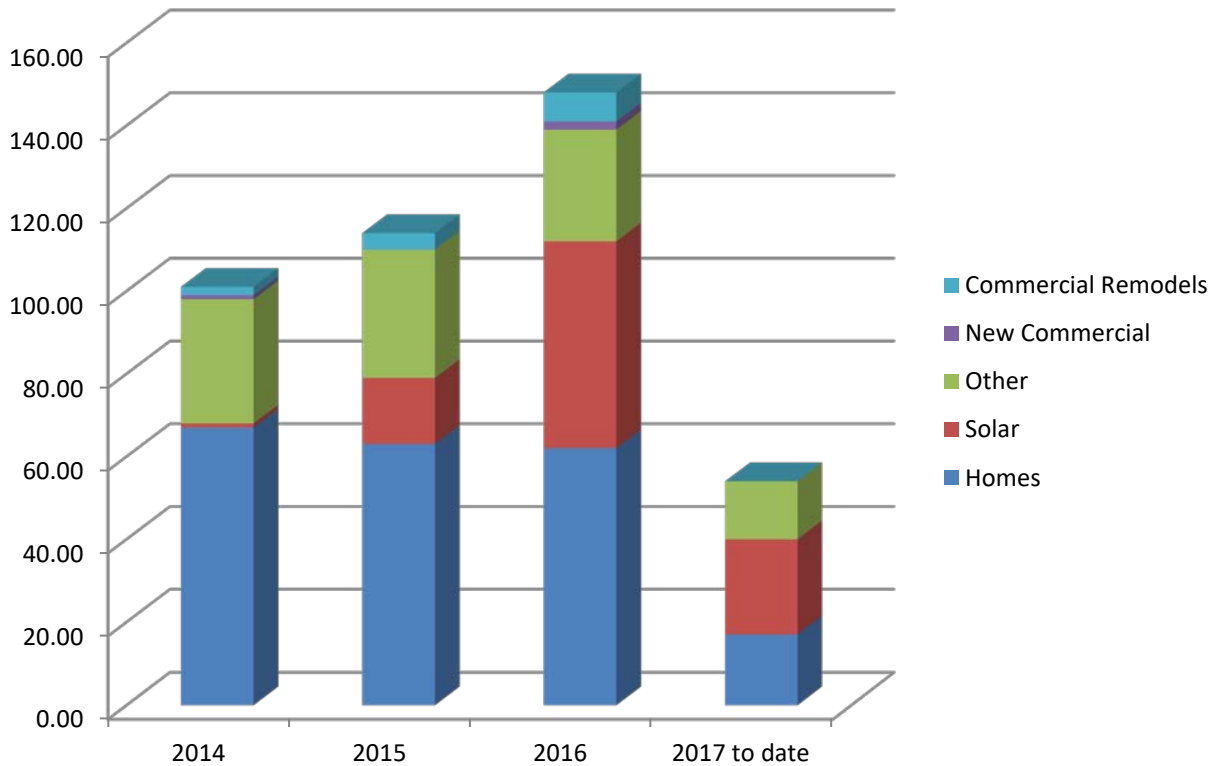
**10-32-210 Building Permits** – Revenue generated from building permits. There were 63 new residential building permits issued in calendar year 2016. Over the past 12 months, there have been 147 total building permits, of which 56 were new home permits. The anticipated building permit revenue in the FY 17-18 budget is based on 50 new houses being constructed in the following year. This estimated number of building permits is also used to estimate impact fee revenue.

The building permit fee on a home averages more than \$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 remodels, solar permits, and commercial permits.

The graph below shows the trend in building permits from FY14-15, FY15-16, and FY16-17, including the breakdown for the types of permits. As of March 31, 2017, the City had issued 56 new home permits in past 12 months.



## BUILDING PERMITS



**10-32-220 Business Licenses** – Revenue generated from business license fees, which include: \$30 for a home-based business and \$150 for a commercial business. The City currently has 83 home-based businesses and 24 commercial businesses.

**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.

### **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 \$2000 Rocky Mountain Power Grant, a \$500 Utah Arts Council 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. The grant award anticipated for this year is \$600.

**10-33-810 - Public Safety Grant** – Revenue generated from a grant that helps to cover the costs for staff to perform emergency management and preparedness functions. The City anticipates applying for this grant for the first time this year.

## **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 \$75 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. Staff anticipates recommending increasing the fee to cover at least the cost of the hearing officer, if not also the cost for staff to prepare for and attend the hearing. The appeal fee was last increased in early 2009.

**10-34-422 Development Fees Reimbursement** – Revenue generated from developers who reimburse the City for fees the City incurs for services used in reviewing 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 has not increased the amount it charges for this service since 2006.

**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.

## 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.

### General Fund Revenue- Recreation

Revenues	Account Number	Actual FY 2015-16	Actual Year-to-Date FY 2016-17	Budget FY 2016-17	Final Budget FY 2017-18
Facility Rentals	10-34-440	\$2,383	\$1,817	\$6,300	\$3,000
Youth & Adult Programs	10-34-442	\$10,574	\$16,416	\$13,400	\$11,000
Fitness Programs	10-34-445	\$2,674	\$4,478	\$7,800	\$6,100
Family Special Events	10-34-446	-	\$510	\$500	\$500
Special Events	10-34-448	-	\$1,008	\$6,000	-
Rec Rental Equipment	10-34-450	-	\$15	\$125	\$100
Park/Pavilion Rental Fees	10-34-460	\$2,188	\$1,445	\$2,000	\$2,000
Concession Sales	10-34-461	-	-	\$5,000	-
Heritage Days	10-34-660	-	\$5,906	\$6,000	\$6,000
Youth Council Revenue	10-34-661	-	\$1,970	\$2,500	\$2,500
Nibley Royalty	10-34-662	-	\$1,614	\$2,000	\$1,200
Ballfield Sponsorship	10-34-665	-	-	\$3,000	\$3,000
Recreation Grants	10-34-700	-	-	-	\$5,000
<b>Total Recreation</b>		<b>\$20,636</b>	<b>\$35,179</b>	<b>\$54,625</b>	<b>\$40,400</b>



**10-34-440 Facility Rentals** – Revenue generated from Field Rental and Nibley Park building rental.

**10-34-442 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.

**10-34-445 Fitness Programs** – Revenue generated from fitness classes and recreation races hosted by the City. This is tied into expenditure account 10-75-670.

**10-34-446 Family Special Events** – Revenue generated from events such as Daddy Daughter Dance and Mommy Son Adventure. This is tied into expenditure account 10-75-540.

**10-34-448 Special Events** – The City does not anticipate any special events this year that will generate revenue.

**10-34-450 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.

**10-34-460 Park/Pavilion Rental Fees** – Revenue generated from park/pavilion rentals. This is separate from field rentals above.

**10-34-461 Concession Sales** – Revenue generated from anticipated concession sales at City events.

**10-34-660 Heritage Days Revenue** – Revenue generated through Heritage Days activities and sponsorships.

**10-34-661 Youth Council Revenue** – Revenues generated by Youth Council fundraisers and donations.

**10-34-662 Nibley Royalty** – Revenues generated through participation fees and donations.

**10-34-665 Ball Field Sponsorship** – Revenue generated from sponsorship banners on ballfields.

**10-34-700 Recreation Grants** – Revenue generated from grants obtained for recreation purposes.

## General Fund Revenue - Fines & Forfeitures, Misc. Revenue, Contributions & Transfers, Administrative Charges

Revenues	Account Number	Actual FY 2015-16	Actual Year-to- Date FY 2016-17	Budget FY2016-17	Final Budget FY 2017-18
<b>Fines And Forfeitures</b>					
Court Fines	10-35-510	\$61,978	\$64,711	\$62,000	\$62,000
<b>Total Fines And Forfeitures</b>		<b>\$61,978</b>	<b>\$64,711</b>	<b>\$62,000</b>	<b>\$62,000</b>
<b>Miscellaneous Revenue</b>					
Interest Earnings	10-36-610	\$10,021	\$73,354	\$ 40,000	\$40,000
Sale of Surplus Equipment	10-36-670	\$1,032	\$50	\$1,000	\$47,000
House Rent	10-36-683	-	\$6,000	\$6,000	\$6,000
Penalties	10-36-684	-	-	-	\$500
Damage to City Property Reimb.	10-36-686	\$175	\$3,734	\$500	\$500
Miscellaneous	10-36-690	\$16,544	\$8,900	\$10,000	\$10,000
Land Leases	10-36-691	\$2,050	\$300	\$3,000	\$3,000
Tree Board	10-36-693	-	-	\$2,500	\$2,500
<b>Total Miscellaneous Revenues</b>		<b>\$29,822</b>	<b>\$92,338</b>	<b>\$63,000</b>	<b>\$109,500</b>
<b>Contributions &amp; Transfers</b>					
Road Impact Fee	10-38-720	\$30,000	\$30,000	\$30,000	\$30,000
Appropriate Fund Balance	10-38-890	-	-	\$350,000	\$250,000
<b>Total Contributions &amp; Transfers</b>		<b>\$30,000</b>	<b>\$30,000</b>	<b>\$380,000</b>	<b>\$280,000</b>
<b>Administrative Charges</b>					
Water	10-39-700	\$171,000	\$196,590	\$196,591	\$220,000
Sewer	10-39-701	\$171,000	\$196,590	\$196,591	\$220,000
Stormwater	10-39-702	\$38,000	\$43,686	\$43,687	\$50,000
<b>Total Administrative Charges</b>		<b>\$380,000</b>	<b>\$436,866</b>	<b>\$436,869</b>	<b>\$490,000</b>
<b>Total General Fund Revenues</b>		<b>\$2,730,392</b>	<b>\$2,631,056</b>	<b>\$2,958,601</b>	<b>\$3,043,400</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 through fines paid to the Nibley City Justice Court.

### **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 or supplies. This includes the sale of the street department backhoe for \$46,000.

**10-36-683 House Rent** – Revenue generated from this account is for the house located at 3196 S Main. The City purchased the house in anticipation of a realignment of 3200 South.

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

**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 expenditure account.

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

**10-36-693 Tree Board** – Revenue generated from tree board grants and donations.

### **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 Road Impact Fee Fund** – Revenue generated from Road Impact Fees. This fund reimburses the General Fund for the reconstruction of 3200 South. The City reconstructed 3200 S in 2008 and impact fees are being used to reimburse the City for its upfront costs to pay for that construction. The original amount to be reimbursed to the general fund was \$862,198. So far, \$149,272 has been reimbursed from the impact fee fund to the General Fund.

**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.

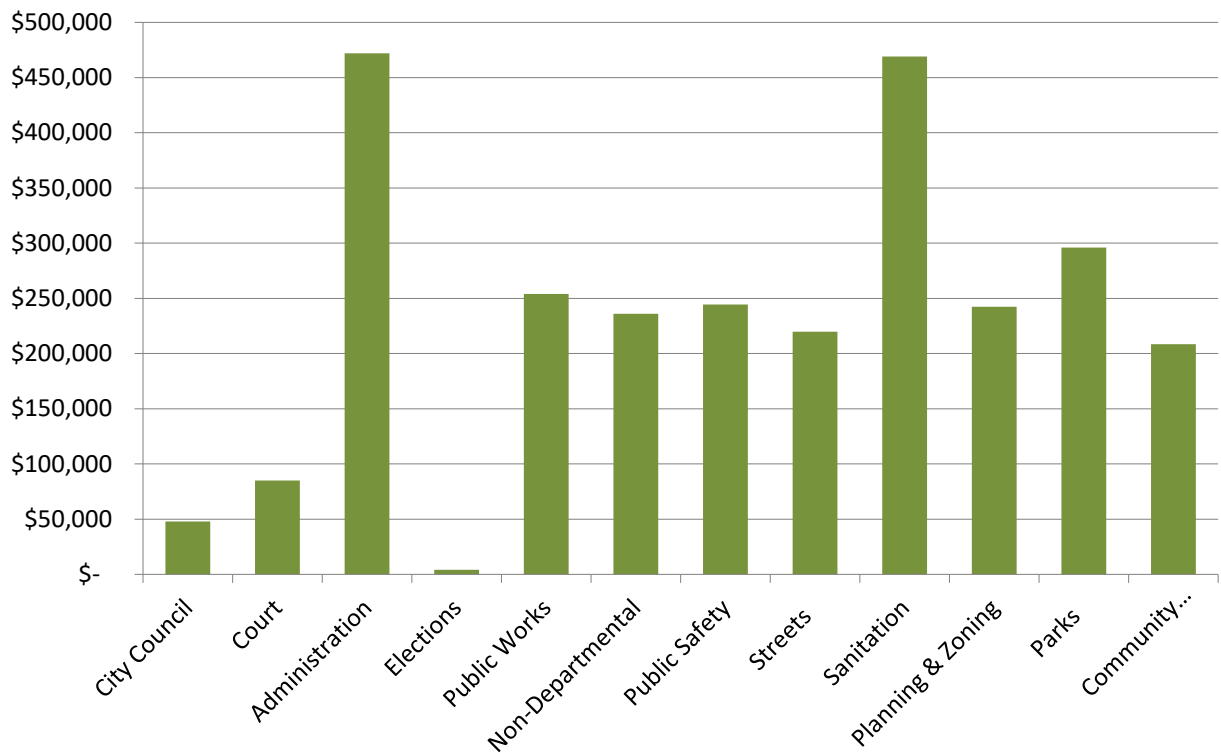
### **Administrative Transfers**

*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.

**General Fund  
Department Expenditures  
FY2017/18**

**General Fund  
Department  
Expenditures FY 2018**



**Department Expenditures**

## City Council

Expenses	Account Number	Actual FY 2015-16	Actual Year-to- Date FY 2016-17	Budget FY2016-17	Final Budget FY 2017-18
Salaries & Wages	10-41-110	\$28,311	\$29,880	\$30,000	\$30,000
Employee Benefits	10-41-130	\$2,607	\$2,178	\$2,200	\$7,000
Education, Training, & Travel	10-41-230	\$2,885	\$6,532	\$8,000	\$10,000
Telephone	10-41-280	\$3,540	\$2,520	\$4,500	-
Education & Training	10-41-330	\$1,463	\$2,575	\$4,500	-
Mayor's Discretionary	10-41-620	\$779	\$435	\$1,000	\$1,000
<b>Total Mayor/Council Expenditures</b>		<b>\$39,585</b>	<b>\$44,120</b>	<b>\$50,200</b>	<b>\$48,000</b>

**10-41-110 Salaries & Wages** – Funds allocated for Councilmember and Mayor stipend's, which are currently \$780 per month for the Mayor and \$312 per month for five councilmembers. 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 to \$796, and the councilmembers stipend to \$318 monthly.

**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 to attend the Utah League of Cities & Towns Annual and Mid-Year Conferences and other travel and training.

**10-41-280 Telephone** – This account has been combined with the Employee Benefits account 10-41-130.

**10-41-330 Education & Training** – This account has been combined with the Education, Training & Travel account 10-41-230.

**10-41-620 Mayor's Discretionary** – Funds allocated at the Mayor's discretion for city-related needs.





## Court

Expenses	Account Number	Actual FY 2015-16	Actual Year -to- Date FY2016-17	Budget FY 2016-17	Final Budget FY 2017-18
Salaries & Wages	10-42-110	\$45,224	\$41,289	\$40,000	\$46,000
Employee Benefits	10-42-130	\$13,747	\$15,696	\$9,500	\$18,000
Education, Training, & Travel	10-42-230	\$2,802	\$2,337	\$2,600	\$3,000
Office Supplies	10-42-240	\$4,471	\$63	\$600	\$1,000
Prosecution	10-42-311	\$5,506	\$7,700	\$7,000	\$7,200
Witness Fees	10-42-320	\$130	\$74	\$800	\$800
Defense	10-42-324	\$3,347	\$2,852	\$5,000	\$4,000
Interpreter	10-42-326	\$795	\$696	\$2,000	\$2,000
Education & Training	10-42-330	\$754	\$175	\$700	-
Bailiff Services	10-42-610	-	-	\$3,000	\$3,000
<b>Total Court Expenditures</b>		<b>\$76,776</b>	<b>\$70,885</b>	<b>\$71,200</b>	<b>\$85,000</b>

**10-42-110 Salaries & Wages** – Funds allocated to pay 65% of the court clerk and 25% of the assistant clerk’s wages. These funds adjust per annual changes and include an annual increase in the judge’s salary, commensurate with raises given to other city staff, as required by state law.

**10-42-130 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.

**10-42-230 Education, Training & Travel** – Funds allocated for hotel costs, mileage and per diem. Funds are also included for training and conferences to maintain licenses. The judge attends two or three training conferences per year and each of the court clerks attend one or two conferences.

**10-42-240 Office Supplies** – Funds allocated for paper, pens, etc.

**10-42-311 Prosecution** – Funds allocated for prosecution fees, \$550 per month for 12 months.

**10-42-320 Witness Fees** – Funds allocated for witness fees.

**10-42-324 Defense** – Funds allocated for public defender costs.

**10-42-326 Interpreter** – Funds allocated for interpreter fees.

**10-42-330 Education & Training** – This account has been combined with the Education, Training & Travel account 10-42-130.

**10-42-610 Bailiff** – Funds allocated for bailiff services; \$250/day at four days per month.

## Administration

Expenses	Account Number	Actual FY 2015-16	Actual Year-to- Date FY 2016-17	Budget FY2016-17	Final Budget FY 2017-18
Salaries & Wages	10-43-110	\$232,312	\$207,311	\$262,700	\$275,000
Employee Benefits	10-43-130	\$79,926	\$106,261	\$78,000	\$95,000
Education, Training, & Travel	10-43-230	\$7,751	\$9,267	\$10,000	\$18,000
Cell Phone	10-43-280	\$2,881	\$1,680	\$3,000	-
Memberships & Dues	10-43-300	\$4,681	\$6,812	\$5,000	\$8,000
Professional Services	10-43-310	\$30,404	\$38,837	\$32,000	\$42,000
Legal Expense	10-43-311	\$9,466	\$4,261	\$11,000	\$5,000
Education & Training	10-43-330	\$2,715	\$2,728	\$6,000	-
Economic Development	10-43-341	\$3,216	\$3,365	\$4,000	\$4,000
Department Expenditures	10-43-400	\$19,933	\$26,564	\$20,000	\$32,000
<b>Total Admin. Expenditures</b>		<b>\$393,285</b>	<b>\$407,086</b>	<b>\$431,700</b>	<b>\$479,000</b>

**10-43-110 Salaries & Wages** – Funds allocated for salaries of the city manager, treasurer, deputy recorder, office clerk (90%), court clerk (35%), accounts payable clerk, and custodian. A 2% COLA is being proposed for employees. All salary accounts have a 5% cushion that has been added. This account has an increase due to budgeting the part-time accounts payable clerk as full-time.

**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.

**10-43-280 Telephone** – This account has been combined with the Employee Benefits account 10-43-130.

**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 (New) , International Institute of Municipal Clerks (New), Cache Chamber of Commerce, Lions Club, Utah Association of Public Treasurers, BRAG Area Recorder’s and Clerks Association (Increase), Nordic United (New), and the Cache Mayor’s Association. Funds had an increase due to increased and new memberships & dues.

**10-43-310 Professional Services** – Funds allocated for outside auditing and accounting services. This account has a slight increase for a \$200 per month payroll service fee and an additional \$500 per month for accounting services. In addition the City has added \$2,500 for auditing fees as it is anticipated this cost will increase.

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

**10-43-330 Education & Training** – This account has been combined with the Education, Training & Travel account 10-43-230.

**10-43-341 Economic Development** – Funds allocated for matching funds of grants received from the Economic Development Corporation of Utah. 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 FY 2015-16	Actual	Budget FY2016-17	Final Budget FY 2017-18
			Year-to-Date FY 2016-17		
Salaries & Wages	10-47-110	-	-	-	\$1,000
Education, Training, & Travel	10-47-230	-	-	-	\$500
Professional Services	10-47-310	\$910	-	\$1,000	\$500
Department Expenditures	10-47-400	-	-	-	\$2,000
<b>Total Election Expenditures</b>		<b>\$910</b>	<b>-</b>	<b>\$1,000</b>	<b>\$4,000</b>

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

**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 2017 Municipal Election.

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



## Public Works/Shop

Expenses	Account Number	Actual FY 2015-16	Actual Year-to-Date FY 2016-17	Budget FY2016-17	Final Budget FY 2017-18
Salaries & Wages	10-48-110	\$89,701	\$87,166	\$80,000	\$87,000
Employee Benefits	10-48-130	\$36,171	\$39,664	\$33,000	\$37,000
Education, Training, & Travel	10-48-230	\$2,065	\$834	\$3,000	\$9,000
Office Supplies	10-48-240	\$1,206	-	\$1,000	\$2,000
Uniforms	10-48-247	-	-	-	\$5,000
Maintenance/Equipment	10-48-250	\$2,211	\$5,279	\$12,000	\$12,000
Vehicle Fuel	10-48-251	\$33,203	\$32,016	\$48,000	\$40,000
Vehicle Repair	10-48-252	\$22,942	\$34,951	\$28,000	\$30,000
Utilities	10-48-270	\$7,123	\$9,939	\$9,000	\$12,000
Telephone	10-48-280	\$720	\$420	\$800	-
Membership & Dues	10-48-300	-	\$425	\$1,000	\$3,000
Professional Services	10-48-310	-	-	\$500	\$500
Legal Expense	10-48-311	-	-	\$500	\$500
Education & Training	10-48-330	\$1,638	\$1,551	\$2,000	-
Department Expenditures	10-48-400	\$1,594	\$1,191	\$7,500	\$7,500
Engineering Expense	10-48-514	\$2,992	\$18,624	\$7,500	\$8,500
Emergency Expense	10-48-515	-	-	-	\$10,000
<b>Total Public Works Expenditures</b>		<b>\$201,566</b>	<b>\$232,060</b>	<b>\$233,800</b>	<b>\$264,000</b>

**10-48-110 Salaries & Wages** – Funds allocated for the Public Works Director’s salary.

**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. Training funds have been increased this year in order to send all staff to a one-time snow plow training.

**10-48-240 Office Supplies** – This account combined all public works department office supplies accounts into one.

**10-48-247 Uniforms** – Funds allocated for public works safety and cold weather gear, boots, shirts, etc. This account was created to combine all public works departments’ uniform accounts into one.

**10-48-250 Building Repair 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.

**10-48-270 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.

**10-48-280 Telephone** – This account has been combined with the Employee Benefits account 10-48-130.

**10-48-300 Memberships & Dues** – Funds allocated for professional memberships and dues, which include: The American Society of Civil Engineers and 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 professional services other than legal or engineering.

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

**10-48-330 Education & Training** – This account has been combined with the Education, Training & Travel account 10-48-230.

**10-48-400 Department Expenditures** – Funds allocated for general expenses and a variety of other department needs.

**10-48-514 Engineering Expense** – Funds allocated for engineering costs related to public works functions. This account had a slight increase based on actual costs.

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

**PROJECT PRIORITIZATION** The following is a list of priority projects for the general Public Works Department for this fiscal year.

- 1. Application of asphalt preservation treatment to the public works yard asphalt 45-40-736**
- 2. Remodel of the Public Works Building 45-40-735**
- 3. City hall rock wall removal/repair 45-40-735**

## Non-Departmental Expenses

Expenses	Account Number	Actual FY 2015-16	Actual Year-to-Date FY 2016-17	Budget FY2016-17	Final Budget FY 2017-18
Office Supplies	10-50-240	\$11,081	\$9,137	\$10,000	\$10,000
Stamps	10-50-243	\$2,143	\$1,211	\$2,000	\$2,000
Utility Billing Postage	10-50-245	\$8,362	\$9,426	\$9,000	\$12,000
Maintenance /Equipment	10-50-250	\$2,146	\$2,535	\$3,000	\$3,000
Utilities	10-50-270	\$9,541	\$8,936	\$10,000	\$13,500
Telephone/Internet	10-50-280	\$3,509	\$3,061	\$3,500	-
Software	10-50-370	\$17,201	\$25,688	\$20,000	\$35,000
Bank Charges	10-50-440	\$24,017	\$19,113	\$22,000	\$22,000
Insurance Expense	10-50-510	\$38,230	\$47,566	\$60,000	\$65,000
Building Lease	10-50-511	\$43,000	\$43,000	\$43,000	\$50,000
Engineering Expense	10-50-514	-	-	\$2,000	-
Emergency Expense	10-50-515	-	-	-	\$10,000
Web Administration & Design	10-50-517	\$3,700	-	\$2,000	-
Information Technology	10-50-518	\$7,613	\$9,236	\$8,000	\$16,000
Community Center	10-50-520	\$1,375	\$402	\$1,000	\$2,000
Newsletter	10-50-530	\$5,297	\$5,180	\$5,500	\$5,500
Computer Upgrades	10-50-741	\$4,981	\$4,812	\$3,500	-
Transfer to Capital Projects	10-50-910	-	\$250,000	\$350,000	\$250,000
<b>Total Non-Departmental Expenses</b>		<b>\$182,196</b>	<b>\$439,311</b>	<b>\$554,500</b>	<b>\$496,000</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. This budget has been increased slightly based on actual costs.

**10-50-250 Equipment 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. This budget has been increased because the Telephone/Internet account 10-50-280 was combined with this utilities account.

**10-50-280 Telephone/Internet** – This account has been combined with Utilities account 10-50-270.

**10-50-370 Software** – Funds allocated for Microsoft yearly subscription, iWorq for multiple applications, Adobe Pro for three subscriptions, Municipal Code Online, Cloudspeaker Community Alert System, Caselle accounting software, document management and Dropbox for storing audio files of public meetings. This account has been increased due to adding several new Caselle modules, including document management, time keeping, business licensing, animal licensing, work orders and permit management.

**10-50-440 Bank Charges** – Funds allocated for credit card merchant fees for office, online, and automatic fee and 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 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 slight increase based on actual payment costs increasing. See account 20-30-500.

**10-50-514 Engineering Expense** – This account has been combined with the Planning & Building Department’s Engineering account 10-68-514.

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

**10-50-517 Web Admin & Design** – This account has been combined with Information Technology account 10-50-518.

**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 to expenses related to repairs in the community center.

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

**10-50-741 Computer Upgrades** – This account has been combined with Information Technology account 10-50-518.

**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.





# Public Safety



## Public Safety

Expenses	Account Number	Actual FY 2015-16	Actual Year-to-Date FY 2016-17	Budget FY2016-17	Final Budget FY 2017-18
Salaries & Wages	10-54-110	\$25,074	\$12,878	\$18,500	\$20,000
Employee Benefits	10-54-130	\$1,977	\$529	\$1,400	\$2,000
Education, Training, & Travel	10-54-230	-	-	-	\$3,000
Memberships & Dues	10-54-300	-	-	-	\$500
Sheriff Contract Services	10-54-320	\$49,743	\$51,302	\$50,000	\$52,000
Fire Protection	10-54-340	\$43,504	\$43,504	\$46,250	\$52,000
First Response	10-54-350	\$20,000	\$24,021	\$24,022	\$24,000
Animal Control	10-54-360	\$18,297	\$17,022	\$19,000	\$19,000
Department Expenditures	10-54-400	-	\$2131	\$6,000	\$6,000
Communication Center	10-54-440	\$55,720	\$73,720	\$60,000	\$66,000
<b>Total Public Safety Expenditures</b>		<b>\$214,315</b>	<b>\$225,107</b>	<b>\$225,172</b>	<b>\$244,500</b>

**10-54-110 - Salaries & Wages** – Funds allocated for a part-time (15 hours per week) emergency manager. A portion of the emergency manager’s salary will be paid by a state emergency prep grant. See 10-33-810.

**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. It is proposed that half of this cost be reimbursed 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 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 2017-2018 fee is \$8.00 per resident, per year and increases by \$0.50 per resident. Hyrum billed Nibley based on 6,451 residents.

**10-54-350 First Response** – This is Nibley’s contribution to the Nibley-Millville First Responder’s Fund.

**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 in the City kennel. The contracted amount with the Sheriff’s office is \$16,640 this year.

**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.



# Streets Department

# Streets Department

*“Roads? Where we’re going, we don’t need roads.” -Back to the Future*

Yes, we do need roads! And the Nibley City Streets Department has been hard at work this year helping to maintain the high standard of streets our residents have come to expect.

## **MAINTENANCE**

**2016-17 saw the dedicated employees in the Nibley Streets Department accomplish the following maintenance projects:**

- Preservation treatment applied to 1,033,413 sq. ft. of roads
- Crack sealed roads in preparation for preservation treatments
- Swept all streets in Nibley
- Replaced damaged sidewalks in multiple areas
- Replaced damaged curbs in various areas

## **CONSTRUCTION**

**The final months of 2016-17 and the year 2017-18 will see the department construct these projects:**

- Construct 1,100 ft. of sidewalk on 250 West to connect incomplete sidewalk segments.
- Sewer manholes and water valves where treatment is being applied will have concrete collars poured around them - approximately 74 sewer manholes and 54 water valves.
- Spray weeds and crack seal in preparation for asphalt treatment to be applied.
- Apply asphalt preservation treatment to approximately 1,100,000 sf of roads:
  - 3200 South
  - 2600 South from 800 West to the Blacksmith Fork Bridge
  - Hollow Road
  - 1000 West from 3200 South to 2450 South
  - 640 West from 3200 South to Scott Farm
- Overlay from 600 West 2965 South to 450 West and 2850 South in Elk Horn, including 515 West.
- Elk Horn cul-de-sacs will be skim patched and have an overlay placed on them to help drainage.
- Repaint striping on 3200 South from SR165 to the western city boundary.
- Repaint RiverHawk Lane and the west side of the intersection of SR165 on 2600 South.
- Repaint all crosswalks throughout Nibley.
- Replace ADA intersection ramps that are not compliant with federal regulations.
- Construct missing links in the sidewalk network. Completing sidewalks at Discovery Park is planned for this year.

## Streets Department

Expenses	Account Number	Actual FY 2015-16	Actual Year-to- Date FY 2016-17	Budget FY 2016-17	Final Budget FY 2017-18
Salaries & Wages	10-60-110	\$47,056	\$37,048	\$30,000	\$33,000
Seasonal Salaries And Wages	10-60-115	\$9,905	\$2,242	\$5,700	\$6,300
Crossing Guard Salaries And Wages	10-60-120	-	\$14,212	\$28,500	\$30,000
Employee Benefits	10-60-130	\$19,98	\$37,523	\$13,500	\$20,000
Crossing Guard Benefits	10-60-135	-	\$248	\$2,500	-
Education, Training, & Travel	10-60-230	\$1,690	-	\$1,200	\$2,000
Office Supplies	10-60-240	-	\$146	\$275	-
Uniforms	10-60-247	\$929	\$1,574	\$1,500	-
Maintenance/Equipment	10-60-250	\$23,514	\$33,154	\$32,000	\$32,000
New Development Infrastructure	10-60-260	-	\$11,000	\$11,000	\$11,000
Utilities - Crossing Lights	10-60-270	\$305	\$289	\$500	\$500
Utilities - Street Lights	10-60-275	\$40,967	\$49,417	\$48,000	\$50,000
House At 3200	10-60-278	\$421	\$100	\$1,000	\$1,000
Telephone	10-60-280	\$450	\$210	\$400	-
Professional Services	10-60-310	-	-	\$500	\$500
Legal Expense	10-60-311	\$312	\$414	\$500	\$500
Education & Training	10-60-330	-	\$460	\$700	-
Snow Removal	10-60-450	\$16,105	\$17,880	\$18,000	\$18,000
Engineering Expense	10-60-514	\$7,809	\$4,125	\$5,000	\$5,000
Emergency Expense	10-60-515	-	-	-	\$10,000
Street Maintenance	10-60-610	\$69,843	-	-	-
Right Of Way Acquisition	10-60-619	-	-	\$10,000	-
Capital Outlay – Improvements	10-60-730	\$16,860	-	-	-
Capital Outlay – Equipment	10-60-740	-	-	-	-
Transfer to Capital Project Fund	10-60-910	\$296,173	-	-	-
<b>Total Streets Expenditures</b>		<b>\$709,591</b>	<b>\$210,042</b>	<b>\$210,775</b>	<b>\$219,800</b>

**10-60-110 Salaries & Wages** – Funds allocated for 50% of streets/stormwater superintendent’s wages. 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.

**10-60-240 Office Supplies** – This account has been moved to Public Works-Office Supplies account 10-48-240.

**10-60-247 Uniforms** – This account has been moved to Public Works-Uniforms account 10-48-247.

**10-60-250 Maintenance/Equipment** – Funds allocated for street repair and maintenance (curbs, gutters, sidewalks, signs, striping/markings, etc.); this does not including general pavement maintenance which is account 45-40-744.

**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 collars and manhole collar costs. The City pays for signs, street lights, collars, etc. up front and then 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 17-18 due to new development.

**10-60-278 – House at 3200** – Funds allocated for maintaining the home purchased for the Right-of-Way at 3200 S and SR-165/Main Street. The home is currently being rented out.

**10-60-280 Telephone** – This account has been combined with Employee Benefits account 10-60-130.

**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.

**10-60-330 Education & Training** – This account has been combined into 10-60-230.

**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.

**10-60-515 Emergency Expense** – Funds allocated for any unforeseen costs due to an emergency.

**10-60-610 Street Maintenance** – This account has been moved to Capital Projects, Facilities Parking Lot Pres. account 45-40-736.

**10-60-619 ROW Acquisition** – This fund was previously used to purchase right-of-way/easements for street, trail or sidewalk projects. It has been combined with 45-40-746 in Capital Projects.

## Sanitation

Expenses	Account Number	Actual FY 2015-16	Actual Year-to-Date FY 2016-17	Budget FY2016-17	Final Budget FY 2017-18
Professional Services	10-62-310	-	-	\$500	\$500
Refuse Collection Services	10-62-320	\$334,972	\$462,773	\$465,000	\$465,000
Department Expenditures	10-62-400	-	-	-	\$1,000
Engineering Expense	10-62-514	-	-	\$500	\$500
Emergency Expense	10-62-515	-	-	-	\$2,000
<b>Total Sanitation Expenditures</b>		<b>\$336,297</b>	<b>\$462,773</b>	<b>\$466,000</b>	<b>\$469,000</b>

**10-62-310 Professional Services** – Funds allocated for non-engineering, legal 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 at the following rates: 90 gal can \$13.50, 60 gallon cans \$11.25, recycle container \$3.00, and a green waste container \$4.00. This account was increased in the FY16-17 budget, as well as the FY17-18 budget, due to actual costs.

**10-62-400 Department Expenditures** – Funds allocated to rent dumpsters for spring cleanup and to dispose of rubbish dumped at the recycle site that needs to be taken to the landfill.

**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 Department

## Planning & Building

One of the most notable accomplishments of the Planning Department in 2016-2017 was the completion of the Trails, Parks, Recreation and Open Space Master Plan. This new master plan will guide the City's efforts in establishing parks, trails, open space and recreation programs over the next decade. The Planning Department has also reviewed multiple subdivision applications, commercial and industrial developments, fence permits, accessory building permits, and conditional use permits during 2016-17 fiscal year. Between June 1, 2016 and April 30, 2017, the Planning and Building Department has helped write and review twelve new ordinances.

Nibley has continued to add new real estate value; 63 new home building permits were issued in calendar year 2016. The City also issued 147 total building permits over the 12 month period from April 2016 through March 2017. The subdivisions currently under construction would add approximately 112 new building lots to the City and there are currently 55 building lots under construction.

### 2017-18 Department Goals/Projects

- Update Transportation Master Plan
- Building Inspector to obtain commercial inspection certification
- Present a concept to the Planning Commission and City Council for a form-based code or overlay zone for future downtown projects
- Present an ordinance regarding higher density development to Planning Commission and City Council
- Present an ordinance regarding the commercial and industrial development approval procedure
- Present an ordinance regarding the conditional use permit approval procedure
- Improve and enhance the City's review process for land use applications
- Continue to update department policies to provide the highest level of service
- Establish guidelines for LID development

Expenses	Account Number	Actual FY 2015-16	Actual Year-to-Date FY 2016-17	Budget FY2016-17	Final Budget FY 2017-18
Salaries & Wages	10-68-110	\$99,307	\$107,552	\$114,000	\$110,000
Employee Benefits	10-68-130	\$30,17	39,149	\$43,000	\$52,000
Education, Training, & Travel	10-68-230	\$2,65	\$4,061	\$4,500	\$10,000
Office Supplies	10-68-240	\$48	\$177	\$1,000	\$1,000
Telephone	10-68-280	\$1,531	\$650	\$2,000	-
Memberships and Dues	10-68-300	-	-	-	\$1,000
Professional Services	10-68-310	-	-	\$500	\$500
Legal Expenses	10-68-311	\$6,714	\$19,098	\$10,000	\$15,000
Commercial Review	10-68-315	-	-	-	\$3,000
Education & Training	10-68-330	\$2,432	\$3,184	\$5,500	-
Software	10-68-370	\$2,850	-	-	-
Department Expenditures	10-68-400	\$3,040	\$2,572	\$2,500	\$2,500
Engineering Expense	10-68-514	\$18,756	\$38,702	\$30,000	\$35,000
Code Enforcement	10-68-550	-	-	\$2,500	\$4,000
County Planning Assessment	10-68-621	\$6,294	\$7,397	\$6,200	\$7,500
Tree Board	10-68-655	\$997	\$7	\$1,000	\$1,000
<b>Total Planning &amp; Building Expenses</b>		<b>\$174,802</b>	<b>\$222,549</b>	<b>\$222,700</b>	<b>\$242,500</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.

**10-68-280 Telephone** – This account has been combined with Employee Benefits account 10-68-130.

**10-68-300 Membership & Dues** – Funds allocated for professional memberships and dues which include: American Planners Association, Utah Chapter of APA and Cache Planners Group.

**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.

**10-68-330 Education & Training** – Combined into 10-68-23

**10-68-370 Software** – Combined into 10-50-370

**10-68-400 Department Expenditures** – Funds allocated for Landlight online records search and Cache Valley Publishing for public hearing notices. Costs for public hearing notices are frequently 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 Department

# Parks

## 2016-2017 Accomplishments:

- Parks Superintendent Rod Elwood was certified as a Non-Commercial Pesticide Applicator
- The detention pond and turf area between the multi-use field and the baseball field at Virgil Gibbons Heritage Park were landscaped
- Worn-out parts were replaced on the playground at Virgil Gibbons Heritage Park
- Two ADA-accessible swings were installed - one at Virgil Gibbons Heritage Park and one at Anhder Park
- Mowed 36 acres of developed parks and 10 acres of undeveloped land
  - Public Works employees spend about 70 hours per week on mowing and trimming these parks
- Department continued roadside mowing
- Park Master Plan update
- Completed design for Firefly Park
- Began maintenance of Firefly Park 20 acres
- Continued trimming street trees in November and December 2016 to allow snowplow access

## These properties will be turned over to the City for maintenance during 2017-18, increasing the total maintained acreage from 46 to 70 acres:

- Maple View Estates pocket park and open space.
- 1200 West park strip corridor
- Firefly Park
- Ridgeline River trail
- Summerfield Place trail



## 2017-18 Park Construction Goals:

- Complete Sunrise Meadows West landscaping and sidewalk 58-40-625
- Begin construction on Firefly Park (sidewalks, trees, and sprinklers for trees) 45-40-707 & 56-40-751
- Complete design and construct Veterans Memorial Park adjacent to City Hall 56-40-753
- Construct new Tennis Courts at Anhder Park 45-40-706 & 56-40-752
- Design and construct Splash Pad 56-40-754
- Complete RiverHawk River Trail 45-40-741
- Complete remodel of Anhder Park building 45-40-739
- Install electrical power meter at Morgan Farm 56-40-757



## 2017-18 Equipment Budget Requests

- Snow blower for sidewalks with a mower deck attachment **45-40-742**
- Utility vehicle for park maintenance **45-40-742**



## Parks Expenditures

Expenses	Account Number	Actual FY 2015-16	Actual Year-to-date FY 2016-17	Budget FY 2016-17	Final Budget FY 2017-18
Salaries & Wages	10-70-110	\$101,480	\$101,151	\$124,000	\$136,000
Seasonal Salaries & Wages	10-70-115	-	\$45,114	\$45,000	\$45,000
Employee Benefits	10-70-130	\$24,738	\$72,936	\$66,000	\$54,000
Education, Training, & Travel	10-70-230	\$13	\$1,147	\$2,500	\$4,000
Office Supplies	10-70-240	-	-	\$1,000	-
Uniforms	10-70-247	\$1,277	\$2,363	\$2,600	-
Equipment\Maintenance	10-70-250	\$44,985	\$48,655	\$45,000	\$45,000
Utilities	10-70-270	\$5,687	\$5,367	\$6,650	\$6,000
Telephone	10-70-280	\$615	\$720	\$2,200	-
Education & Training	10-70-330	\$270	\$1,275	\$1,500	-
Ballfield Sponsorship	10-70-415	-	-	-	-
Trees	10-70-420	-	\$6,622	\$6,000	\$6,000
Veterans Memorial Park	10-70-690	-	-	\$25,000	-
Morgan Farm	10-70-695	\$3,01	\$629	\$4,000	-
Capital Outlay - Equipment	10-70-740	\$8,800	\$36,057	\$34,693	-
<b>Total Parks Expenditures</b>		<b>\$335,876</b>	<b>\$322,036</b>	<b>\$341,143</b>	<b>\$296,000</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.

**10-70-240 Office supplies** – This account has been moved to Public Works, Office Supplies account 10-48-240.

**10-70-247 Uniforms** – This account has been moved to Public Works, Uniforms account 10-48-247.

**10-70-250 Equipment/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, water.

**10-70-280 Telephone** – This account has been combined with the Employee Benefits account 10-70-130.

**10-70-330 Education & Training** – This account has been combined with the Education, Training & Travel account 10-70-230.

**10-70-415 Ballfield Sponsorships** – Moved to Recreation Department 10-45-415.

**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 \$12,000, based on the city's population of about 6,000. The City anticipates spending half of that cost (\$6,000) on trees and the rest will be met with labor costs.

**10-70-690 Veterans Memorial Park** – This account has been moved to Parks Impact Fee account 56-40-753.

**10-70-695 Morgan Farm** – Funds in FY 16-17 were largely unused in anticipation of the high cost to install a power service at the farm. Electricity up to this point has been obtained from the neighboring property. However, the previous owner, who allowed the City to use power from his home for the farm, no longer owns the property. The estimate from Rocky Mountain Power to install a meter and power service is \$13,000.00. See 56-40-757.

**10-70-740 Capital Outlay - Equipment** – This account is not being funded this year.



# Community Development and Recreation Department

## COMMUNITY DEVELOPMENT AND RECREATION

The objectives of the recreation department are to, first, build a community connection, and second to support citizens in living a healthy lifestyle. Meeting both of these objectives results in a higher quality of life for Nibley residents. This is accomplished by providing special events, organized sports leagues, and clinics, wellness programs and education, and cultural activities.

Nibley's Recreation Director has supported, improved, and or expanded existing events and programs including the BOOnanza, Holiday Open House, Live Nativity, Movies in the Park, the Egg Run and children's Hopstake courses, Heritage Days, youth baseball, softball, and T-ball. The new innovative 2016 programs including the SUPER START T-ball and soccer program for 3 & 4 year olds continue to expand along with the new Nibley Fit group fitness classes. Other new events and programs include a Pay it Forward campaign, Snowman Building Contest, Holiday Decorating Contest, Scarecrow Fun Run, a Daddy Daughter Dance, Mother Son Adventure, Adult Drop in Soccer, NFL Punt, Pass, and Kick Tournament, and a Nordic Track at Heritage Park.

Data recently collected through the *Imagine Nibley* campaign, along with an update to the Parks and Trails Plan, with the addition of a Recreation Master Plan, have confirmed department priorities based on citizen and City Council input. The department will incrementally adjust events and programs to match the interest of Nibley citizens based on the available resources provided through the department budget.

The increases in the budget for this year support the new events and programs that are now offered. The new programs and events are either executed with little or no costs or generate revenue to help support the activity. The overall expenses for this department have increased when compared to the amount budgeted last year, or the previous year; however, known revenue generated from programs and events offered last budget year and the 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 revenue generating capital projects including continued improvements of the historic city hall at Anhder Park that will offer the community additional rental space.

As participation numbers continue to be collected over the years, along with revenue and expense numbers, the department anticipates greater predictability in budgeting forecasts through experience.

## Community Development and Recreation Budget

Expenses	Account Number		Actual	Final	Tentative
			Year-to-date	Budget	Budget
			FY 2016-17	FY 2016-17	FY 2017-18
Salaries & Wages	10-75-110	\$37,165	\$48,754	\$45,000	\$51,000
Seasonal Salaries & Wages	10-75-115	-	\$5,707	\$9,500	\$21,000
Employee Benefits	10-75-130	\$14,001	\$23,417	\$24,000	\$32,000
Education, Training, & Travel	10-75-230	\$1,531	\$360	\$1,800	\$4,300
Uniforms	10-75-247	-	\$112	\$150	\$200
Recreation Programs	10-75-248	\$6,642	-	-	-
Movies In The Park	10-75-249	\$401	-	-	-
Halloween Boonanza	10-75-250	\$500	-	-	-
Telephone	10-75-280	\$300	\$420	-	-
Membership & Dues	10-75-300	-	\$215	\$225	\$300
Education & Training	10-75-330	\$2,165	\$285	2,500	-
Department Expenditures	10-75-400	-	\$3,543	\$3,600	\$3,600
Ball Field Sponsorship	10-75-415	-	\$820	\$1,000	\$1,000
Library	10-75-480	\$23,020	\$24,220	\$27,000	\$27,000
Rec Rental Equipment	10-75-500	-	\$225	\$250	\$300
Youth & Adult Programs	10-75-515	\$10,884	\$18,817	\$12,800	\$13,000
Family Special Events	10-75-540	-	\$564	\$400	\$400
Hyrum Senior Center	10-75-650	\$1,000	\$1,000	\$1,000	\$5,000
Wildlife	10-75-652	\$300	\$304	\$300	\$300
Special Events	10-75-657	-	\$4,402	\$2,300	\$2,300
Heritage Days	10-75-660	\$20,211	\$20,455	\$20,000	\$20,000
Children's Theater	10-75-661	\$6,660	\$4,640	\$3,500	\$6,000
Youth Council	10-75-662	\$6,371	\$5,365	\$5,500	\$5,500
Scarecrow Festival	10-75-663	\$1,000	\$498	\$1,000	-
Nibley Royalty & Float	10-75-664	\$723	\$3,117	\$3,500	\$3,500
Community Garden	10-75-667	\$1,116	-	\$1,000	\$1,000
Parade Float	10-75-668	\$723	-	-	-
Christmas/Nativity	10-75-669	\$522	-	-	-
Fitness Programs	10-75-670	-	\$399	\$2,400	\$3,400
<b>Total Community Dev. Expenditures</b>		<b>\$137,862</b>	<b>\$2,803,597</b>	<b>\$168,725</b>	<b>\$201,100</b>

**10-75-110 Salaries & Wages** – Funds allocated for one full-time Community Development and Recreation Director. A 2% COLA is being proposed for employees.

**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.



**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 seasonal employees.

**10-75-249 Movie in the Park** – This account has been combined into Special Events account 10-75-657.

**10-75-250 Halloween Boonanza** – This account has been combined into Special Events account 10-75-657.

**10-75-300 Membership & 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, and sponsorship programs.

**10-75-415 Ballfield 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. The fee of \$35 is assessed based on active library cards of Nibley residents. There are currently 692 Nibley residents who have library cards. The actual cost to Hyrum City for each card is approximately \$114 per Hyrum resident. Other cities charge the following for non-residents who use their library.

**10-75-500 Rec Rental Equipment** – Funds allocated for purchasing, maintaining, and replacing recreation equipment that is checked out for residential 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 camp, clinics and tournaments and adult soccer.

**10-75-540 Family Special Events** – Funds allocated for special events which, include: 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. Additional funds in the amount of \$4,000 were added to this account for possible distribution to the South Valley Loaves and Fishes Project.

**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 \$1,500 in revenue which included; a \$500 RAPZ grant, a \$500 Rocky Mountain Power Grant, a \$500 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.

**10-75-663 Scarecrow Festival** – Funds have been combined with Fitness Programs account 10-75-670 for the Scarecrow Fun Run.

**10-75-664 Nibley Royalty and Float** – Funds allocated for the pageant held each year.

**10-75-667 Community Garden** – Funds allocated to support this program and to make improvements at the garden.

**10-75-668 Parade Float** – This account has been combined into Special Events account 10-75-657.

**10-75-669 Christmas/Nativity** – This account has been combined into Special Events account 10-75-657.

**10-75-670 Fitness Programs** – Funds allocated for fitness class equipment, Easter Egg Fun Run, Heritage Days Fun Run, and the Fall Fun Run. This account had a slight increase due to Scarecrow Festival funds being combined because of event transition for scarecrow/fall fun run.

## Class C Road Funds

*This account tracks gas tax funds received from the state.*

Revenue	Account Number	Actual FY 2015-16	Actual Year-to-date FY 2016-17	Budget FY 2016-17	Final Budget FY 2017-18
Interest Earnings	11-30-400	-	-	-	-
Class "C" Road Allotment	11-30-500	\$220,841	\$198,211	\$200,000	\$250,000
Appropriation Of Fund Balance	11-30-611	-	-	-	-
<b>Total Revenues</b>		<b>\$220,841</b>	<b>\$198,211</b>	<b>\$200,000</b>	<b>\$250,000</b>

Expenses	Account Number	Actual FY 2015-16	Actual Year-to-date FY 2016-17	Budget FY 2016-17	Final Budget FY 2017-18
Miscellaneous Services	11-40-620	-	-	-	-
Class "C" Road Projects	11-40-650	\$165,497	\$175,259	\$200,000	\$200,000
Reserves	11-40-699	-	-	-	-
Master Plans	11-40-737	-	-	-	\$50,000
<b>Total Capital Expenditures</b>		<b>\$165,497</b>	<b>\$175,259</b>	<b>\$200,000</b>	<b>\$250,000</b>
<b>Surplus/(Deficit)</b>			<b>\$22,951</b>		<b>\$30,000</b>
Beginning Cash Balance (Est.)					<b>\$117,723</b>
Reserves (Fund Balance App.)					<b>\$22,951</b>
Ending Cash Balance (Est.)					<b>\$140,675</b>

**Revenue Accounts:**

**11-30-400 Interest earnings** – Revenue generated from interest by the funds held in the bank.

**11-30-500 Class “C” Road allotment** – Revenue generated from the state as gas tax.

**11-30-611 Appropriation of fund balance** – Funds appropriated from the ongoing fund balance.

**Expenditure Accounts:**

**11-40-650 Class “C” Road Projects** – Funds allocated for maintenance of City roads. The City uses a sole-source contractor to perform asphalt treatments, Holbrook Asphalt, because this is the only company in the region that has demonstrated the ability to meet the American Public Works Association specification for High-Density Mineral Bond treatments.

Street maintenance plans for this year include the following:

- Apply asphalt preservation treatment to approximately 1,100,000 sf of roads:
  - 3200 South
  - 1000 West from 3200 South to 2450 South
  - 2600 S from 800 W to the bridge
  - 660 West from 3200 South to Scott Farm
  - Hollow Road
- Asphalt overlay from 600 West 2965 South to 450 West and 2850 South, including 515 West
- Elk Horn cul-de-sacs will be skim patched and have an overlay on them to help drainage.

**11-40-737 Master Plans** – Funds allocated to update and maintain the master plans for the City. This year, the City plans to update the transportation master plan, which was last updated in 2011.

## Municipal Building Authority

The Municipal Building Authority is a component unit of the City established to finance the construction of the new city hall in 2011. The original loan was \$850,000 from MBA Federally Taxable Lease Revenue Bonds. The bonds are paid with annual lease proceeds paid out of General Fund expenditure account 10-50-511. The bonds must be repaid by September 15, 2041 and bear an interest rate of 4%. There is still approximately \$750,000 owing on the bonds.

Revenue	Account Number	Actual FY 2015-16	Actual Year-to-date FY 2016-17	Budget FY 2016-17	Final Budget FY 2017-18
Interest Subsidy	20-30-400	-	\$31,385	\$12,800	\$9,000
Lease (Nibley GF Contribution)	20-30-500	\$43,000	\$43,000	\$43,000	\$50,000
Appropriation Of Fund Balance	20-30-611	-	-	-	\$18,000
<b>Total Revenues</b>		<b>\$43,000</b>	<b>\$74,385</b>	<b>\$55,800</b>	<b>\$77,000</b>
Expenses	Account Number	Actual FY 2015-16	Actual Year-to-date FY 2016-17	Budget FY 2016-17	Final Budget FY 2017-18
Miscellaneous Services	20-40-620	-	\$6,277	\$6,800	-
Reserves	20-40-699	-	-	-	-
Debt Service	20-40-810	-	\$18,000	\$16,000	\$44,000
Debt Service - Interest	20-40-820	\$30,573	\$31,440	\$33,000	\$33,000
<b>Total Capital Expenditures</b>		<b>\$30,573</b>	<b>\$55,717</b>	<b>\$55,800</b>	<b>\$77,000</b>
<b>Surplus/(Deficit)</b>			<b>\$(12,729)</b>		<b>\$622,864</b>
Beginning Cash Balance (est.)					<b>\$622,864</b>
Reserves (Fund Balance App.)					<b>\$(12,729)</b>
Ending Cash Balance (est.)					<b>\$610,134</b>

### Revenue Accounts:

**20-30-400 Interest Subsidy** – Revenue generated through a federal stimulus program as an interest subsidy.

**20-30-500 Lease** – Revenue received from the general funds as lease payment to the MBA. See account 10-50-511 for reference.

**20-30-611 Appropriate Fund Balance** – This account is used to appropriate funds from the fund balance to be used this fiscal year. The funds reflected here represent refunded interest subsidy funds to be used as an additional principal payment.

### Expenditure Accounts:

**20-40-620 Miscellaneous Services** – Funds used for professional services - accounting.

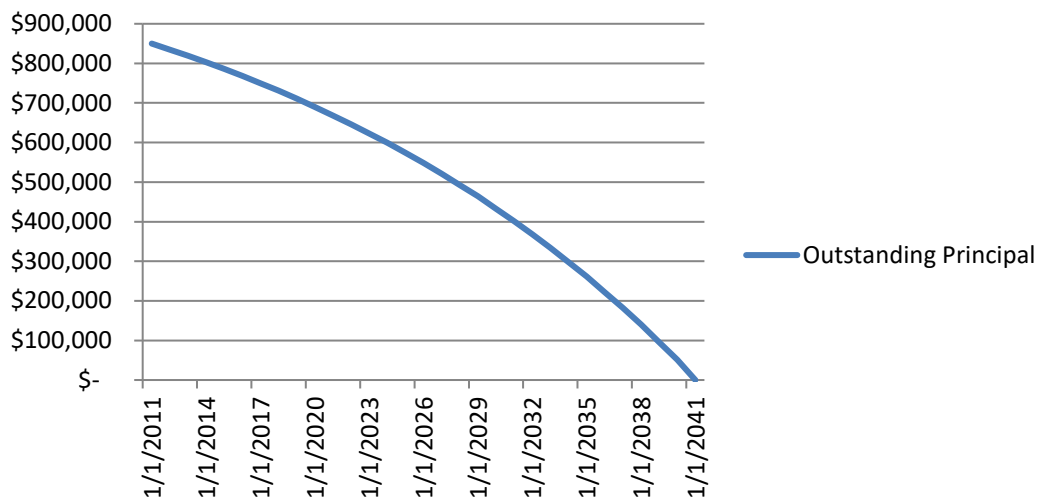
**20-40-810 Debt Service** – Funds allocated for the bond payment on the loan. Extra funds are being proposed to be paid this year because \$25,000 in interest subsidy is available to be spent. It is proposed that the refunded subsidy funds be used to pay down the principal balance.

**20-40-820 Debt Service – Interest** – Funds allocated for interest on the bond payment.

## Municipal Building Authority Debt Service Schedule

Interest Pmt Date	Principal	Interest	Total Pmt	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	-

## Municipal Building Authority Debt Service



## NIBLEY-MILLVILLE FIRST RESPONDERS

*The Nibley First Responders are a volunteer group of emergency medical technicians who respond to emergencies in Nibley and Millville. There are currently eight members on the squad. They responded to 144 calls last year and the members attended approximately 68 hours of Continuing Medical Education. The unit covered 6,138 hours of on-call medical coverage in 2016 with call volume growing 5% from 2015 to 2016. Another 42 hours of classroom and hands-on training was provided by the First Responders to Scout Groups and Church organizations throughout the year. The expenses for the unit are split between Millville and Nibley based on population.*

Revenue	Account Number	Actual FY 2015-16	Actual Year-to-date FY 2016-17	Budget FY 2016-17	Final Budget FY 2017-18
Cache County Grants	24-36-321	\$2,100	\$2,456	-	-
State Grants	24-36-322	-	-	-	-
Nibley Contribution	24-36-601	\$20,000	\$24,021	\$24,022	\$24,022
Millville Contribution	24-36-602	\$7,265	\$7,578	\$7,577	\$7,577
Miscellaneous	24-36-690	\$389	-	-	-
Appropriate Fund Balance	24-36-999	-	-	-	\$1,401
<b>Total Revenues</b>		<b>\$29,754</b>	<b>\$34,055</b>	<b>\$31,599</b>	<b>\$33,000</b>
Expenses	Account Number	Actual FY 2015-16	Actual Year-to-date FY 2016-17	Budget FY 2016-17	Final Budget FY 2017-18
Stipend	24-40-110	\$6,500	\$8,000	\$8,000	\$8,000
Employee Benefits	24-40-130	-	\$346	-	\$500
Education, Training, & Travel	24-40-230	\$1,577	\$2,105	\$1,650	\$2,000
Equipment/Maintenance	24-40-244	\$8,395	\$3,735	\$11,325	\$11,500
Uniforms	24-40-247	-	\$504	\$2,000	\$2,000
Vehicle Repair	24-40-252	\$671	\$99	\$2,000	\$2,000
Vehicle Fuel	24-40-253	-	-	\$1,000	\$1,000
Education And Training	24-40-330	\$2,381	\$3,734	\$5,000	\$5,000
Insurance	24-40-510	-	-	\$624	\$1,000
Capital Outlay	24-40-740	-	-	-	-
Depreciation	24-40-799	-	-	-	-
<b>Total Expenditures</b>		<b>\$20,507</b>	<b>\$18,523</b>	<b>\$31,599</b>	<b>\$33,000</b>
<b>Surplus/Deficit</b>			<b>\$15,532</b>		<b>\$1,300</b>
Beginning Cash Balance (Est.)					<b>\$58,799</b>
Reserves (Fund Balance App.)					<b>\$15,530</b>
Ending Cash Balance (Est.)					<b>\$74,329</b>

### First Responder Revenue Accounts:

**24-36-321 Cache County Grants** – Funds allocated from county grants, as anticipated the First Responders will not be receiving any moneys from this county grant this year.

**24-36-322 State Grants** – Funds allocated from state grants, as anticipated the First Responders will not be receiving any moneys from this State grant this year.

**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 Responder 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.

**24-40-244 Equipment Supplies & Maint.** – Funds allocated for medical supplies, office supplies, and equipment.

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

**24-40-252 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.





# Capital Projects



*fund is used to account for construction or large equipment projects that are primarily related to the General Fund. This fund receives revenue from transfers from the General Fund.*

Revenue	Account Number	Actual		Budget	Final Budget
		Actual FY 2015-16	Year-to-date FY 2016-17	FY 2016-17	FY 2017-18
Park Reimb From County	45-38-612	-	-	-	-
Reimb From Water Fund – PW Paving	45-38-613	-	-	-	-
Transfer From General Fund	45-38-700	\$580,000	\$286,057	\$350,000	\$250,000
Sale Of Surplus Land	45-38-710	-	-	80,000	\$90,000
Grant - RAPZ	45-38-720	-	-	\$140,000	\$355,000
Grant – Splash Pad	45-38 722	-	\$2,500	-	-
Grant - CCOG	45-38-725	-	-	\$26,000	\$26,000
Grants	45-38-730	-	\$12,000	-	-
Appropriated Fund Balance	45-38-910	-	-	\$549,500	\$620,737
<b>Total Revenues</b>		<b>\$580,000</b>	<b>\$300,557</b>	<b>\$1,145,500</b>	<b>\$1,341,737</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.

**45-38-612 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 in a future budget year. See 45-40-735 in the FY16-17 Budget.

**45-38-700 Transfer from General Fund** – Revenue transferred from the General Fund as surplus and placed into the CPF 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 Ave.

**45-38-720 Grant – RAPZ** – In 2014, the City was granted \$40,000 to build tennis court at Heritage Park. The courts are now being proposed for Anhder Park based on the recommendation of the park master plan update. The City requested \$100,000 in RAPZ funds in 2016 to begin work on Firefly Park. The City applied for another \$215,000 in RAPZ funds this year to continue work on Firefly Park project.

**45-38-722 Splash Pad** - This account reflects funds received from as a grant from Wells Fargo in FY 16-17 to be used toward the splash pad. See 45-40-740.

**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 (CCCOG), 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 Road Projects** for more info.

**45-38-730 Grants** – Revenue generated from various grants. There are no funds anticipated in the category this year.

**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 2016-17	Final Budget FY 2017-18
		FY 2015-16	Year-to-date FY 2016-17		
Tennis Courts	45-40-706	\$111,971	-	\$140,000	\$40,000
Firefly Park	45-40-707	-	-	\$100,000	\$315,000
Veterans Memorial Park	45-40-708	-	-	\$25,000	-
Major Road Projects	45-40-731	-	\$6,055	\$100,000	\$100,000
Sidewalk 2600 S/SR165	45-40-733	-	\$7,975	\$70,000	-
Street Maintenance	45-40-734	-	\$58,613	\$70,000	\$70,000
Public Works/City Hall Remodel	45-40-735	-	\$13,809	\$125,000	\$100,000
Facilities Parking Lot Pres.	45-40-736	-	-	\$26,000	\$1,500
Master Plans	45-40-737	-	\$4,373	\$35,000	\$50,000
Zollinger Acres Half Road	45-40-738	-	\$8,690	\$67,000	-
Anhder Park Bldg Upgrades	45-40-739	-	\$78	\$40,000	\$40,000
Splash Pad	45-40-740	-	-	\$100,000	\$2,500
Trail Construction	45-40-741	-	\$27,580	\$28,000	-
Capital Equipment	45-40-742	-	\$4,410	\$4,500	\$196,000
Sidewalk Projects	45-40-743	-	\$31,384	\$100,000	\$175,000
River Repair	45-40-745	-	\$712	\$5,000	\$5,000
Trail ROW & Development	45-40-746	-	\$1,733	\$110,000	\$200,000
ROW Acquisitions	45-40-747	-	-	-	\$10,000
Handicap Accessible Doors CH	45-40-748	-	-	-	\$17,000
Cottonwoods Infrastructure	45-40-749	-	-	-	\$19,737
Reserves	45-40-999	-	-	-	-
<b>Total Capital Expenditures</b>		<b>\$134,554</b>	<b>\$158,502</b>	<b>\$1,145,500</b>	<b>\$1,341,737</b>
<b>Surplus/(Deficit)</b>			<b>\$161,145</b>		<b>\$829,725</b>
Beginning Cash Balance (est.)					\$ 829,725
Reserves (Fund Balance App.)					\$161,145
<b>Ending Cash Balance (est.)</b>					<b>\$990,871</b>

**45-40-706 Tennis Court** – Funds allocated for tennis courts to be constructed at Anhder Park as proposed in the Parks Master Plan update. The amount reflected here is \$40,000 the city was granted in FY14-15 RAPZ allocations. The additional funds to complete the project are included in the Park Impact Fee Fund, 56-40-752.

**45-40-707 Firefly Park** – Funds allocated to begin construction based on the plans developed as part of the park master plan update. The amount reflected here is \$100,000 the city was granted in FY16-17 RAPZ allocations and \$215,000 in FY17-18 RAPZ allocations. The additional matching funds to complete the project are included in the Park Impact Fee Fund, 56-40-751.

**45-40-708 Veterans Memorial Park** – Funds allocated to convert the former recycle site next to City Hall into a veteran’s memorial park. Funds would be used to landscape the space. This project is being proposed to be funded with Park Impact Fees instead of Capital Projects funds. See 56-40-753.

**45-40-731 Major Road Projects** – Funds were allocated in this account in FY2016-17 to contract for the design of the Highway 165/3200 South realignment project, which has been funded by a \$186,000 CCCOG grant. The City spent approximately \$17,000 of these funds in the FY14-15 budget year to hire a consultant to design realignment options. In FY15-16, the City spent \$140,000 to purchase the house at 3200S and SR-165 for right-of-way for a potential future realignment. The remaining approximately \$26,000+ in funds from the original grant, plus about \$13,000 in required matching funds from the City, were available to be used to begin design of the realignment. The City hired CRS Engineers in 2016 to complete the initial design of the intersection. Preliminary work has been completed by the consultant engineer. However, due to other developments occurring in the City, other transportation projects are becoming higher priorities and it is being proposed that this realignment project be put on hold at 35-Design Completion in order to allow the City to focus on other priorities. One of these potential priorities is 1200 West. 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 potential 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 being paved at half-width and the intersection at 3200 S being offset and in need of realignment. It is proposed that a design and construction project be undertaken to correct these deficiencies as soon as possible in order to address the deficiencies before the road is completely connected. In the 2011 Transportation Master Plan, the 3200 S/SR165 realignment was listed as the City's highest transportation priority. The realignment of 1200 W and addressing whether or not 1200 W should be used as a truck route were addressed in the plan, but were not expected to be a priority this soon. However, due to the pending developments, it appears that improving 1200 W is now a critical priority. The Transportation Master Plan is expected to be updated this year, during which process the 1200 W issue will be addressed in more detail.

**45-40-733 Sidewalk 2600 S** – This account reflects the now-complete sidewalk project on 2600 S west of SR165 that was funded in FY 16-17.

**45-40-734 Street Maintenance** – Moved from 10-60-610 Pavement Maintenance funds. In the FY 14-15 Budget, \$225,000 was budgeted for pavement maintenance, which included \$155,000 that came from State gas tax funds and \$70,000 that came from the city's general fund. \$70,000 was budgeted in this account last year and this year to show the City's general fund contribution. The gas tax funds are now being tracked in fund 11, which is called classic Road Funds. Based on changes with the state gas tax that were approved by the legislature in 2015, there are tracking requirements for these funds, which is why these accounts are separate. The City is required to continue spending at least as much in general fund dollars on this maintenance as was budgeted in 2015. The City cannot decrease its contribution now that gas tax revenue will be increasing. See 11-40-650 in Class C Roads for a list of projects planned for this year.

**45-40-735 Public Works/City Hall Remodels** - Funds allocated to remodel the public works building to include; new flooring, new signage, new dividing wall, new roof, etc. Individual jobs and or projects are to be contracted out. Also includes funds to repair crumbling stone wall at City Hall.

**45-40-736 Facilities Parking Lot Preservation** – Funds allocated to establish and fund a maintenance program for City parking lots, in order to increase lot longevity. In FY 17-18 it is proposed to apply preservation treatment to approximately 25,000 sf at the public works yard. This is anticipated to cost \$6,000, which will be shared between the Capital Projects, Water, Sewer and Stormwater Departments.

**45-40-737 Master Plans** – Funds allocated to update and maintain the master plans for the City. This year, the City plans to update the transportation master plan, which was last updated in 2011, and to complete an update to the City’s land development codes.

**45-40-738 Zollinger Acres Half Road** – Due to wetland issues, the City’s portion of 1380 West was not able to be paved at the same time as the developer paved his half of the road. This project is no longer being proposed at this time. Staff proposed that the road be revisited at the time the City’s adjacent park property is developed.

**45-40-739 Nibley Park Bldg. Upgrades** – Funds allocated to update and remodel the Old City Hall at Nibley Park, as approved in the current parks master plan for rental and recreation programs. The funds are being carried over to this fiscal year to complete the project.

**45-40-740 Splash Pad** – In FY 2016-17, \$100,000 was appropriated in the Capital Projects budget to construct a splash pad as an amenity at one of the City parks. That project is instead being proposed in this budget to be funded primarily by Park Impact Fee funds. See **56-40-754**. The amount still shown in this fund is the amount received in grant funds from Wells Fargo Bank that was granted for this project.

**45-40-741 Trail Construction** – This account reflects funds allocated in FY 16-17 for a trail to be constructed along the east side of the Blacksmith Fork River next to Ridgeline High School. City staff obtained a CMAQ grant in the amount of \$372,000 to construct the trail. That grant requires a \$28,000 match from the city. UDOT contracted to have the trail built, so the grant funds will be handled by UDOT and will not need to be accounted for in the City budget, other than the City’s match, which was paid in FY 16-17.

**45-40-742 Capital Equipment** – Funds are budgeted this year for a mower with snowblower (\$76,000) and \$30,000 for potential new parks utility vehicle(s), contingent on approval of which vehicle will be purchased, and a new backhoe for the streets and parks departments (\$90,000). The mower would significantly cut mowing time, possibly by as much as 80%. See Parks Department for more information on the mower/blower and utility vehicle.

**45-40-743 Sidewalk Projects** – Funds allocated 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 segment being considered this year for completion is the remaining sidewalk segments at the disc golf park. The next priority would be sidewalk gaps on 3200 South. Also, \$75,000 from 250 W will carryover because the project could not be completed in 16-17.

**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 Trail ROW & Development** – Funds allocated to purchase Right-of-Way for and construct future trails projects. \$1000,000 from FY16-17 was rolled over and an additional \$100,000 was added for a total of \$200,000. Money in this account will remain in a dedicated fund for trail ROW and development.

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

**45-40-748 Handicap Accessible Doors City Hall** – Funds allocated to install handicap accessible door openers on the front doors at city hall.

**45-40-749 Cottonwoods Infrastructure** - The Cottonwoods Development has paid the City \$10,000.00 to install a future water line along an easement located on the north 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. Funds are being budgeted but are not anticipated to be spent this year.



# Water Department

# Water

## **2016-2017 Department Accomplishments**

- Connected new and existing water lines in the City by installing pipe in the following areas:
  - 2000' of 12" pipe on 640 West from 3480 S to 3200 S, replacing 4 water services along the way
  - Tie in of 3480 S and 3440 S to 640 W line
- Installed 1700 feet of conduit for power to new well
- Installed 8" sleeve and 2" water service on the east side of the Highway 165 and 2600 South intersection.
  - This will allow the City to provide water service to the City property around Ridgeline High School.

## **2017-18 Department Goals**

- Replace 400' of 8" pipe on 2900 South
  - This includes replacing 4 water services along 2900 South, installing 3 new water valves and a fire hydrant.
- Install and repair meters
- Collect, monitor and report required monthly and yearly water samples
- Fix water leaks as they arise
- Attend continuing education training and conferences, as needed, to maintain water system certification
- Set up cross connection prevention system to prevent water contamination

## **PROJECT PRIORITIZATION**

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

- 51-40-746 Complete construction of pump house for new well
- 51-40-746 Install Pressure Reducing Station for new well and telemetry
- 51-40-515 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

Revenues	Account Number	Actual FY 2015-16	Actual Year-to-date FY 2016-17	Budget FY 2016-17	Final Budget FY 2017-18
<b>Miscellaneous</b>					
Interest Earned	51-36-610	-	-	\$1,500	\$1,500
Reimbursement for Damage	51-36-686	-	-		\$110,000
Sale Of Fixed Assets	51-36-690	\$122	\$40	\$65,000	\$60,000
Water Share Rents	51-36-692	-	-	\$100	\$100
Water Collar Fee	51-36-694	\$4,200	-	-	-
Miscellaneous Water Revenue	51-36-800	-	-	-	-
<b>Total Miscellaneous Revenues</b>		<b>\$4,322</b>	<b>\$40</b>	<b>\$66,600</b>	<b>\$171,600</b>
<b>Utility Revenue</b>					
Appropriate Fund Balance	51-37-601	-	-	\$888,791	\$527,100
Interest Earned	51-37-610	\$6,818	-	\$5,000	\$5,000
Water Service Fees	51-37-710	\$618,990	\$710,067	\$612,000	\$630,000
Connection Fees	51-37-750	\$52,900	\$26,850	\$31,500	\$35,000
Penalties	51-37-780	\$31,435	\$30,856	\$30,000	\$30,000
Trans From Impact Fee Fund	51-37-792	-	-	-	-
Bond Proceeds	51-37-794	-	-	-	-
<b>Total Utility Revenue</b>		<b>\$710,143</b>	<b>\$767,773</b>	<b>\$1,567,291</b>	<b>\$1,227,100</b>
<b>Total Utility Fund Revenues</b>		<b>\$1,633,891</b>	<b>\$767,813</b>	<b>\$1,633,891</b>	<b>\$1,398,700</b>

**51-36-610 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.

**51-36-686 Reimbursement for Damage** – Anticipated revenue from insurance settlement from spring contamination.

**51-36-690 Sale of Fixed Assets** – Revenue generated from the sale of surplus equipment. It is anticipated that the front end loader will be sold for \$120,000, which will be split between the Water and Sewer Departments.

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

**51-36-694 Water Valve Collar Fees** – Revenue generated from fees developers pay to reimburse the City for work done by Public Works staff to align water valve collars after construction.

**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.

**51-37-780 Penalties** – Revenue generated for late bill payment fees.

**51-37-792 Trans from Impact Fee fund** – No transfer is proposed this year

## Water Expenditures

Fund Detail Budget- Expenses	Account Number	Actual FY 2015-16	Actual Year-to-date FY 2016-17	Budget FY 2016-17	Final Budget FY 2017-18
Salaries & Wages	51-40-110	\$86,793	\$79,251	\$74,000	\$79,000
Employee Benefits	51-40-130	\$22,786	\$33,885	\$33,000	\$41,000
Education, Training, & Travel	51-40-230	\$1,499	\$288	\$2,200	\$4,200
Office Supplies	51-40-240	-	\$32	\$500	-
Uniforms	51-40-247	\$1,161	\$1,093	\$1,100	-
Water Meters	51-40-249	\$25,341	\$28,086	\$30,000	\$35,000
Maintenance/Equipment	51-40-250	\$34,830	\$89,236	\$65,000	\$65,000
Utilities	51-40-270	\$83,831	\$103,638	\$84,000	\$100,000
Telephone	51-40-280	\$1,279	\$1,426	\$1,500	-
Dues & Memberships	51-40-300	\$716	\$532	\$1,500	\$1,500
Professional Services	51-40-310	\$52	-	\$10,000	\$10,000
Education & Training	51-40-330	\$1,047	\$660	\$2,000	-
Water Share Assessments	51-40-335	\$10,270	\$8,873	\$19,000	\$19,000
Work Order Software	51-40-370	-	-	-	-
Water Testing	51-40-442	\$1,500	\$1,862	\$6,500	\$6,500
Water Shares	51-40-443	\$131	\$186	\$30,000	-
Engineering Expense	51-40-514	\$3,519	\$626	\$5,000	\$5,000
Emergency Expense	51-40-515	\$2,764	\$404	\$100,000	\$110,000
Capital Outlay Improvements	51-40-730	-	\$12,000	\$12,000	\$26,500
Capital Outlay Equipment	51-40-740	-	\$65,000	\$65,000	\$65,000
Well Construction	51-40-746	-	\$22,391	\$800,000	\$515,000
Debt Service	51-40-810	-	\$83,000	\$83,000	\$84,000
Debt Service Interest	51-40-820	\$11,799	\$13,782	\$12,000	\$12,000
Reserves	51-40-850	-	-	-	-
Administrative Charge	51-40-910	\$171,000	\$196,590	\$196,591	\$220,000
<b>Total Water Fund Expenses</b>		<b>\$486,738</b>	<b>\$742,841</b>	<b>\$1,633,891</b>	<b>\$1,398,700</b>

### Water Expenditures

**51-40-110 Salaries & Wages** – Funds allocated for 50% of three full-time employees: water superintendent, 2 water 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.

**51-40-240 Office supplies** – This account has been moved/combined to the Public Works account 10-48-240.

**51-40-247 Uniforms** – This account has been combined with the Public Works account 10-48-247.

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

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

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

**51-40-280 Telephone** – This account has been combined with the Employee Benefits account 10-48-130.

**51-40-300 Dues and Membership** – 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. The City is working with an outside consultant to do an analysis of the City's water rights.

**51-40-330 Education & Training** – This account has been combined with account 51-40-230.

**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.

**51-40-370 Work Order Software** – This account has been moved to software 10-50-370.

**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 for repair or mitigation of the contaminated Yeates Spring. Funds also include looking at other options such as moving the water right to another location and engineering and legal reviews of other options. Additional funds have also been allocated this year for any unforeseen costs due to an emergency.

**51-40-730 Capital Outlay Improvements** – In FY 17-18 it is proposed to apply preservation treatment to approximately 25,000 sf at the public works yard. This is anticipated to cost \$6,000, which will be shared between the Capital Projects, Water, Sewer and Stormwater Departments. This account also includes \$25,000 for water line upsizes necessitated by new developments.

**51-40-740 Capital Outlay Equipment** – Funds allocated for the replacement of the front-end loader (half of \$130,000), 50% Water Dept/50% Sewer Dept.

**51-40-746 Well Construction** – Funds allocated are as follows; \$515,000 from water department, in addition to \$285,000 from Water Impact Fees, to finalize the construction of the new well on 640 West.

**51-40-810 Debt Service Principal**– Funds allocated toward principal on debt service on the water bond. The original debt amount was \$850,000, which was borrowed in 2012. Debt service amounts have been updated based on the current year payment amount and are reflected in the charts below.

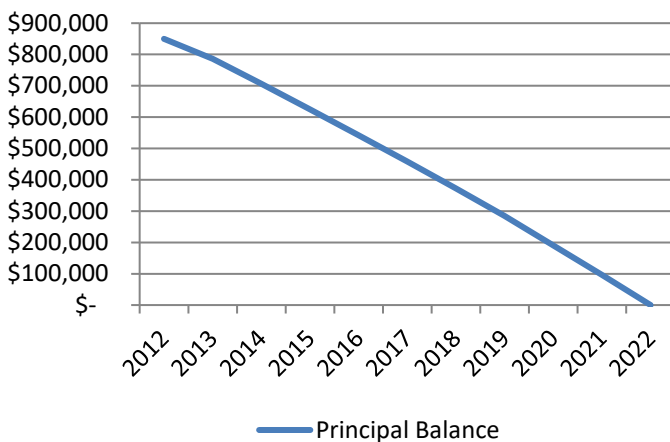
**51-40-820 Debt Service Interest** – Funds allocated based on interest on debt service on water bond at \$850,000.

**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.

## Water Department Debt Service

### Water Revenue & Refunding Bonds, Series 2012

Date	Principal
7/1/2012	
7/1/2013	64,000
7/1/2014	80,000
7/1/2015	81,000
7/1/2016	83,000
7/1/2017	84,000
7/1/2018	86,000
7/1/2019	88,000
7/1/2020	93,000
7/1/2021	95,000
7/1/2022	96,000



Well Debt Service Balance  
January 2017 \$536,377



# Sewer Department

## Sewer Department

Because of its relatively young age, the Nibley City sewer system has lower maintenance costs than what might otherwise be expected. 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 2016-2017:**

- Identified and repaired approximately 20 gallons per minute of ground water leaks, equating to about \$20,000 annually in treatment costs to Logan City, which no longer have to be paid
- Installed power monitoring equipment on pumps at Hansen Lift Station
- Improved communications at Scott Farm Lift Station

### **Sewer Department goals for FY17-18:**

- Purchasing a truck primarily for the use of the Sewer Department.
- Purchase a new front-end loader. The cost will be equally shared with the Sewer and Capital Projects Departments
- Purchase a Vac-Truck to assist in emergencies and maintenance
- Repair 3<sup>rd</sup> pump rail in Hansen 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.**

- 52-72-740            Purchase new truck
- 52-72-740            Purchase ½ loader and Vac Truck

## Sewer Debt Service

Date	Principal	Principal Balance
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
5/1/2018	\$250,000	\$4,979,000
5/1/2019	\$250,000	\$4,479,000
5/1/2020	\$260,000	\$4,219,000
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	

## Sewer Revenue

Revenues	Account Number	Actual FY 2016	Actual Year-to-date FY 2017	Budget FY 2017	Final Budget FY 2018
Millville Maintenance And Use	52-38-550	\$12,280	-	\$10,000	\$10,000
Appropriate Fund Balance	52-38-601	-	-	-	\$220,500
Interest	52-38-610	\$3,477	-	-	-
Sale Of Fixed Assets	52-38-690	-	-	\$65,000	\$140,000
Sewer Manhole Collar Fee	52-38-694	-	-	-	-
Sewer Service Fees	52-38-710	\$836,158	\$954,933	\$1,100,000	\$1,000,000
Miscellaneous Sewer Revenue	52-38-800	\$900	-	\$1,000	-
<b>Total Revenues</b>		<b>\$852,815</b>	<b>\$954,933</b>	<b>\$1,176,000</b>	<b>\$1,370,500</b>
<b>Surplus/Deficit</b>			<b>\$67,089</b>		<b>\$23,160</b>
Beginning Cash Balance (est.)					<b>\$5,160,962</b>
Reserves (Fund Balance App.)					<b>\$67,089</b>
<b>Ending Cash Balance (est.)</b>					<b>\$5,446,502</b>

**52-38-550 Millville Maintenance & Use** – Revenue generated from charges Nibley will levy upon Millville for maintenance of the sewer system for wastewater from the new 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** – 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 that two backhoes will be sold as surplus this year, one from the streets department and one from the sewer department, which are each anticipated to generate \$46,000 in revenue. The front end loader will also be sold for \$120,000, which will be split between the Water and Sewer Departments. A pickup truck is anticipated to be sold for approximately \$34,000.

**52-38-694 Sewer Manhole Collar Fee** – This account has been combined with 10-60-260.

**52-38-710 Sewer Service Fees** – Revenue generated from sewer service fees; approximately \$1,000,000 for next year based on actual receipts from 2016 and growth in housing. This revenue amount does not reflect a rate increase for Nibley utility users at this time. However, such an increase is being considered in the next fiscal year because Logan City has increased the sewer treatment fee by 10%, which begins July 1, 2017. A revenue increase will result in additional revenue if Nibley adopts an increase in the sewer rate. 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 \$42 per month. Approximately \$12 of this fee is paid to Logan City for treatment. The fee paid to Logan City is increasing due to the cost of constructing a new treatment facility. The remainder of the fee Nibley charges is used for department operations and debt service on the loan that was taken out to construct the original sewer system. Zion’s Bank is in the process of completing a sewer rate study and will propose a sewer rate based on the study’s findings.



## Sewer Expenditures

Fund Detail Budget- Expenses	Account Number	Actual FY 2016	Actual Year-to-date FY 2017	Budget FY 2017	Final Budget FY 2018
Salaries & Wages	52-72-110	\$112,963	\$69,855	\$74,000	\$79,000
Employee Benefits	52-72-130	\$26,668	\$32,453	\$33,000	\$41,000
Education, Training, & Travel	52-72-230	-	\$288	\$1,500	\$2,500
Maintenance	52-72-250	\$15,063	\$8,035	\$22,409	\$22,500
Sewer Cleaning & Inspection	52-72-260	\$39,552	\$5,568	\$35,000	\$35,000
Utilities	52-72-270	\$9,144	\$11,770	\$11,000	\$11,000
Wastewater Treatment Logan	52-72-275	\$237,411	\$336,749	\$500,000	\$400,000
Telephone	52-72-280	\$960	\$300	\$1,500	-
Dues & Memberships	52-72-300	\$518	\$707	\$1,000	\$1,000
Legal Expense	52-72-311	\$6,176	\$385	\$10,000	\$10,000
Education & Training	52-72-330	-	\$60	\$1,000	-
Department Expenditures	52-72-400	-	-	-	\$3,000
Engineering Expense	52-72-514	\$105	-	\$5,000	\$5,000
Emergency Expense	52-72-515	-	-	-	\$10,000
Sewer Reserve Fund	52-72-636	-	-	\$30,000	\$30,000
Capital Outlay Improvements	52-72-730	-	-	-	\$1,500
Capital Outlay Equipment	52-72-740	-	\$107,097	\$107,000	\$349,000
Debt Service	52-72-810	-	\$147,000	\$147,000	\$150,000
Administrative Charge	52-72-910	\$171,000	\$196,590	\$196,591	\$220,000
Transfer To Capital Projects	52-72-911	-	-	-	-
Reserves	52-72-999	-	-	-	-
<b>Total Sewer Fund Expenses</b>		<b>\$619,560</b>	<b>\$916,857</b>	<b>\$1,176,000</b>	<b>\$ 1,370,500</b>

### **SEWER EXPENDITURES**

**52-72-110 Salaries & Wages** – Funds allocated for 50% of three full-time employees; sewer superintendent, two sewer 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** – Funds allocated for repairs on the sewer system.

**52-72-260 Sewer Cleaning & Inspection** – Funds allocated for cleaning and visually inspecting the sewer system. 1/3 of the system will be cleaned each year, so the entire system is cleaned every 3 years. The goal is to make the system safer and more efficient and to prolong the life of the infrastructure. This will also allow the public works department to identify potential problems that need to be addressed.

**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 has increased the sewer treatment fee beginning in July of 2017, which will result in additional expenditures for sewer fees.

**52-72-280 Telephone** – This account has been combined with the Employee Benefits account 52-72-130.

**52-72-300 Dues & Memberships** – 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.

**52-72-330 Education and Training** – Combined with account 52-72-230.

**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 sewer department.

**10-60-515 Emergency Expense** – Funds allocated for any unforeseen costs dues 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.

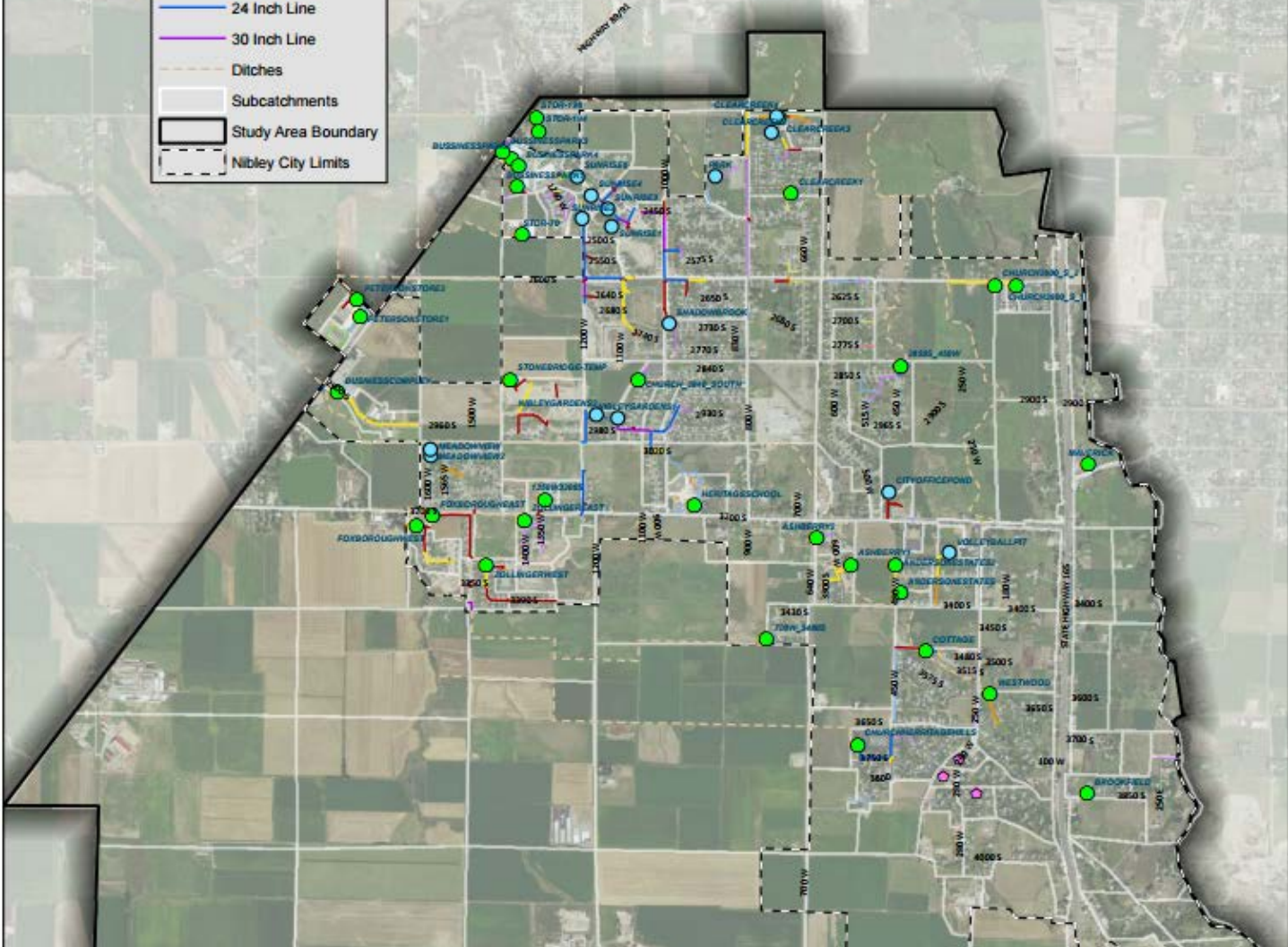
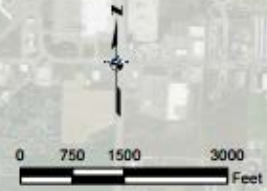
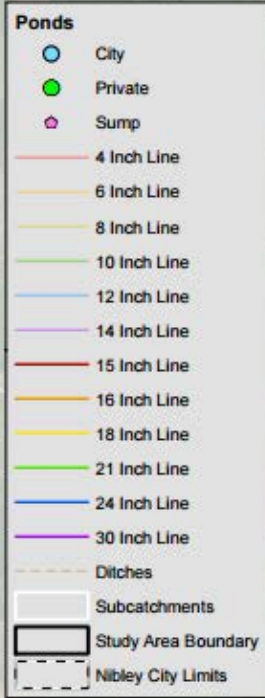
**52-72-730 Capital Outlay Improvements** – In FY 17-18 it is proposed to apply preservation treatment to approximately 25,000 sf at the public works yard. This is anticipated to cost \$6,000, which will be shared between the Capital Projects, Water, Sewer and Stormwater Departments.

**52-72-740 Capital Outlay Equipment** – The Sewer department needs to purchase a pickup truck (\$44,000), a Vac Truck (\$150,000) and will replace the backhoe (\$90,000) and front end loader (half of \$130,000).

**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.

# Storm Drain System Existing



Stormwater Department

# STORMWATER

## Stormwater Department Accomplishments 2016-2017:

- Completed Stormwater Management Plan and submitted to state.

## Storm Water Department Goals 2017-2018

- Design and construct an emergency overflow for Hideaway Estates (1350 W 3200 S) retention pond.
- Design an emergency overflow for Maple Valley retention pond.
- Contract for cleaning the storm water system similar to what is done with the sewer system.
  - This will ensure that the City remains compliant with the new State of Utah MS4 permit.
- Perform site inspections, pre-construction reviews and the update to problem areas in the storm water system.
- Design and construct stormwater crossings under 3200 South at 1350 West and 1500 West.
- Design and construct stormwater pipe in 2600 South 600 to 550 West box.
- Develop LID Design Guidelines.
- Purchase a new street sweeper and sell the old sweeper as surplus.



## Stormwater Budget Overview

Revenue	Account Number	Actual		Budget FY 2016-17	Final Budget FY 2017-18
		Actual FY 2015-16	Year-to-date FY 2016-17		
Stormwater Inspection Fee	53-37-411	\$2,800	\$3,200	\$3,000	\$5,000
Appropriate Fund Balance	53-37-601	-	-	\$2,000	\$222,050
Interest	53-37-610	\$1,677	-	\$500	\$500
Sale of Fixed Assets	53-37-690				\$10,000
Stormwater Manhole Fee	53-37-694	-	-	-	-
Stormwater Service Fee	53-37-710	\$171,232	\$188,841	\$177,000	\$185,000
Miscellaneous Stormwater Rev	53-37-800	-	-	-	-
<b>Total Revenues</b>		<b>\$203,165</b>	<b>\$192,041</b>	<b>\$182,500</b>	<b>\$422,550</b>
<b>Surplus/(Deficit)</b>			<b>\$134,974</b>		<b>\$(20,000)</b>
Beginning Cash Balance (Est.)					<b>\$626,037</b>
Reserves (Fund Balance App.)					<b>\$134,974</b>
Ending Cash Balance (Est.)					<b>\$764,502</b>

**53-37-411 Stormwater Inspection Fee** – Revenue generated from a fee paid by builders for monthly inspection of their construction site.

**53-37-601 Appropriate Fund Balance** – Revenue budgeted from funds that can be appropriated from the ongoing fund balance to be expended in the current budget year.

**53-37-610 Interest** – 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.

**53-37-690 Sale of Fixed Assets** – The Stormwater department proposes selling as surplus the existing street sweeper. An appraisal has been conducted and the value has been determined to be \$10,000. The proceeds from the sale would be used toward the cost of a new sweeper truck.

**53-37-694 Stormwater Manhole Fee** – Revenue generated when developers reimburse the city for work done by public works staff to align pavement to stormwater facilities after construction.

**53-37-710 Stormwater Service Fees** – Revenue generated from the monthly stormwater fee, this fee increases \$0.25 per resident each year based on the Capital Facilities Finance Plan completed by Zions Bank. It is proposed to be increased this year to \$7 per month per residence. The commercial rate is based on a formula.

The Zions Bank Rate Study that was adopted by the Council in 2013, proposed the following rates:

- |  |  |
|--|--|
| <ul style="list-style-type: none"> <li>• FY 2013-2014: \$6.00</li> <li>• FY 2014-2015: \$6.25</li> <li>• FY 2015-2016: \$6.50</li> <li>• FY 2016-2017: \$6.75</li> <li>• FY 2017-2018: \$7.00</li> </ul> | <ul style="list-style-type: none"> <li>• FY 2018-2019: \$7.25</li> <li>• FY 2019-2020: \$7.50</li> <li>• FY 2020-2021: \$7.75</li> <li>• FY 2021-2022: \$8.00</li> </ul> |
|--|--|

## Stormwater Expenses

Fund Detail Budget- Expenses	Account Number	Actual FY 2015-16	Actual Year-to-date FY 2016-17	Budget FY 2016-17	Final Budget FY 2017-18
Salaries & Wages	53-40-110	\$44,883	\$42,241	\$30,000	\$33,000
Seasonal Salaries & Wages	53-40-115	-	\$2,054	\$5,700	\$6,300
Employee Benefits	53-40-130	\$11,215	\$15,144	\$14,000	\$16,000
Education, Training, & Travel	53-40-230	-	-	\$500	\$500
Maintenance/Equipment	53-40-250	\$4,886	\$5,510	\$16,000	\$16,000
Canal Maintenance	53-40-260	\$3,500	\$3,500	\$3,500	\$3,500
Cleaning	53-40-270	-	-	\$25,000	\$25,000
Telephone	53-40-280	-	\$210	\$360	-
Membership & Dues	53-40-300	-	\$693	\$750	\$750
Education & Training	53-40-330	\$2,546	\$50	\$500	
Engineering	53-40-514	\$2,505	\$4,157	\$5,000	\$10,000
Emergency Expense	53-40-515	-	-	-	\$10,000
Capital Outlay Improvements	53-40-730	-	\$16,577	\$37,503	\$51,500
Capital Outlay Equipment	53-40-740	-	-	-	\$200,000
Administrative Charge	53-40-910	\$38,000	\$43,686	\$43,687	\$50,000
Reserves	53-40-999	-	-	-	-
<b>Total Stormwater Fund Expenses</b>		<b>\$107,535</b>	<b>\$133,822</b>	<b>\$182,500</b>	<b>\$422,550</b>

**53-40-110 Salaries & Wages** – Funds allocated for 50% of Streets/Stormwater Superintendent’s wages. 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/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** – Funds allocated to clean stormwater pipes. This function is performed by a contractor. The goal is to make the system safer and more efficient and to prolong the life of the infrastructure. This will also allow the public works department to identify potential problems that need to be addressed.

**53-40-280 Telephone** – This account has been combined with the Employee Benefits account 53-40-130.

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

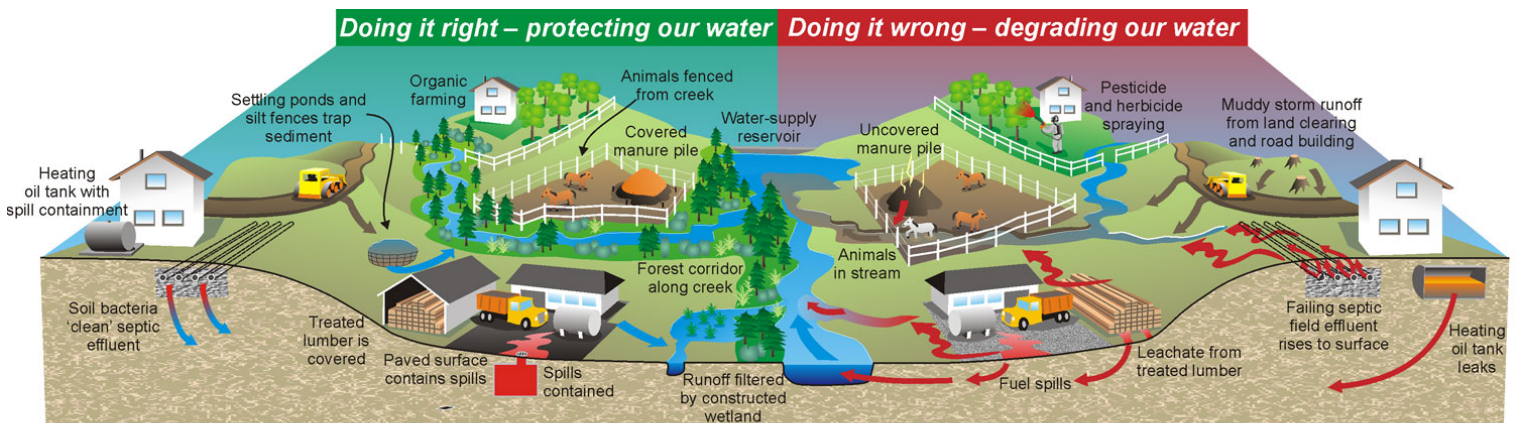
**53-40-330 Education and Training** – Combined into 53-40-230

**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.

**53-40-730 Capital Outlay Improvements** – Funds allocated to accomplish several construction projects on the Stormwater Department’s Capital Improvement list, as shown in the introduction to this department. In FY 17-18 it is also proposed to apply preservation treatment to approximately 25,000 sf at the public works yard. This is anticipated to cost \$6,000, which will be shared between the Capital Projects, Water, Sewer and Stormwater Departments.

**53-40-740 Capital Outlay - Equipment** – Funds allocated to purchase a new street sweeper truck.



**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.

# Impact Fees



Impact Fee Funds



## Water Impact Fees

Revenue	Account Number	Actual FY 2015-16	Actual Year-to-date FY 2016-17	Budget FY 2016-17	Final Budget FY 2017-18
Appropriation Of Fund Balance	55-37-601	-	-	\$112,250	\$187,500
Interest Earnings	55-37-610	\$2,690	-		-
Water Impact Fees	55-37-790	\$156,391	\$109,591	\$87,750	\$97,500
<b>Total Revenues</b>		<b>\$159,081</b>	<b>\$80,341</b>	<b>\$2000,000</b>	<b>\$285,000</b>

Operating & Capital Expenses	Account Number	Actual FY 2015-16	Actual Year-to-date FY 2016-17	Budget FY 2016-17	Final Budget FY 2017-18
West Side Well	55-40-750	\$362	-	\$ 200,000	\$285,000
Reserves	55-40-760	-	-	-	-
<b>Total Capital Expenses</b>		<b>\$362</b>	<b>-</b>	<b>\$200,000</b>	<b>\$285,000</b>

**Surplus/(Deficit)** - **\$62,400** -

Beginning Cash Balance (Est.) \$2,661,602

Reserves (Fund Balance App.) \$109,591

Ending Cash Balance (Est.) \$2,771,193

### Revenue:

**55-37-601 – Appropriation of Fund Balance** – Revenue allocated from the ongoing fund balance to be used in the current year.

**55-37-610 Interest Earnings** - 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.

**55-37-790 Water Impact Fees** – Revenue based on 50 new homes being built in 2017-18. The water impact fee for a new residential home is \$1,950.

### Expenditures:

**55-40-750 West Side Well** – Funds allocated from impact fees collected are anticipated to be combined with Water Department funds in 51-40-746 to complete the well project.

## Park Impact Fees

Revenue	Account Number	Actual FY 2015-16	Actual Year-to-date FY 2016-17	Budget FY 2016-17	Final Budget FY 2018
Appropriation of Fund Balance	56-37-601	-	-	\$10,000	\$335,000
Interest Earnings	56-37-610	\$3,690	-	-	-
Park impact Fees	56-37-790	\$346,500	\$229,500	202,500	\$225,000
<b>Total Revenues</b>		<b>\$350,190</b>	<b>\$229,500</b>	<b>\$215,500</b>	<b>\$560,000</b>

Operating & Capital Expenses	Account Number	Actual FY 2015-16	Actual Year-to-date FY 2016-17	Budget FY 2016-17	Final Budget FY 2017-18
Park Master Plan Update	56-40-622	\$10,593	\$33,513	\$35,000	-
Firefly Park	56-40-751	\$898	\$898	\$100,000	\$315,000
Tennis Court	56-40-752	-	-	-	\$100,000
Veteran's Memorial Park	56-40-753	-	-	-	\$25,000
Splash Pad	56-40-754	-	-	-	\$100,000
Morgan Farm Electrical Service	56-40-757	-	-	-	\$20,000
Reserves	56-40-760	\$1,000	\$1,000	\$77,500	-
<b>Total Capital Expenses</b>		<b>\$12,491</b>	<b>\$35,411</b>	<b>\$212,500</b>	<b>\$560,000</b>

**Surplus/(Deficit) \$194,088**

Beginning Cash Balance (est.)	<b>\$687,200</b>
Reserves (Fund Balance App.)	<b>\$194,088</b>
<b>Ending Cash Balance (est.)</b>	<b>\$881,289</b>

### Revenue:

**56-37-601 Appropriate Fund Balance** – This account is used to appropriate funds from the fund balance to be used in the current fiscal year. Funds are being appropriated for the capital projects below.

**56-37-610 Interest Earnings** - 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.

**56-37-790 Park Impact Fees** – Revenue based on 50 new homes being built in 2017-18. The park impact fee for a new residential home is \$4,500.

### Expenditures:

**56-40-622 Park Master Plan Update** – This account is no longer being funding, project was completed.

**56-40-751 Firefly Park** – Funds allocated to construct Firefly Park on the new 20-acre property on the west side of Heritage Park. Initial work will include grading, utilities, trails, planting and paving.

**56-40-752 Tennis Court** – Funds allocated for tennis courts to be constructed at Anhder Park as proposed in the Parks Master Plan update. The amount reflected here is in addition to the \$40,000 the city was granted in FY14-15 RAPZ allocations, as reflected in the Capital Projects Fund. See **45-40-706**.

**56-40-753 Veterans Memorial Park** – Funds allocated to convert the former recycle site next to City Hall into a veteran’s memorial park. Funds would be used to landscape the space. This project was previously proposed to be funded with Capital Projects funds but has been re-budgeted in this account instead.

**56-40-754 Splash Pad** – These funds were previously budgeted in the Capital Projects budget, in **45-40-740**, to add a splash pad as an amenity at one of the City parks, as proposed in the Parks Master Plan update.

**56-40-757 Morgan Farm Electrical Service** – Funds allocated to install an electrical service at Morgan Farm. Service includes poles, transformer, meter base, meter, etc. Electricity has historically been provided by the neighboring homeowner but the house has changed ownership.

## Sewer Impact Fees

Revenue	Account Number	Actual FY 2015-16	Actual Year-to-date FY 2016-17	Budget FY 2016-17	Final Budget FY 2017-18
Appropriate fund balance	57-37-601	-	-	\$19,375	\$10,000
Interest Earnings	57-37-610	\$5,969	-	\$1,000	\$5,000
Sewer Impact fees	57-37-790	\$156,320	\$100,045	\$77,625	\$85,000
<b>Total Revenues</b>		<b>\$162,289</b>	<b>\$100,045</b>	<b>\$98,000</b>	<b>\$100,000</b>

Operating & Capital Expenses	Account Number	Actual FY 2015-16	Actual Year-to-date FY 2016-17	Budget FY 2016-17	Final Budget FY 2017-18
Debt service	57-40-810	-	-	\$98,000	\$100,000
<b>Total Capital Expenditures</b>		<b>-</b>	<b>-</b>	<b>\$98,000</b>	<b>\$100,000</b>

**Surplus/(Deficit)** **\$100,045** **\$(1,238,092)**

Beginning Cash Balance (est.)	\$(1,238,092)
Reserves (Fund Balance App.)	\$100,045
<b>Ending Cash Balance (est.)</b>	<b>\$(1,138,047)</b>

**Revenue:**

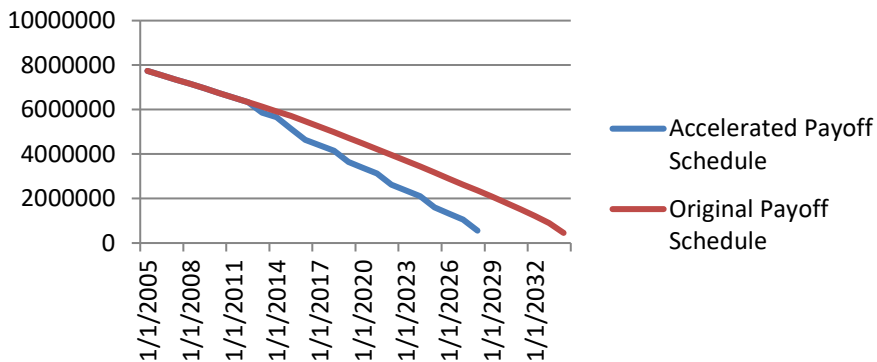
**57-37-601 Appropriate Fund Balance** – This account is used to appropriate funds from the fund balance that are mature and must now be paid against the sewer loan. Impact fees must be expended within six years of collection.

**57-37-610 Interest Earnings-** 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.

**57-37-790 Sewer Impact Fees** – Revenue based on 50 new homes being built in the coming fiscal year. The sewer impact fee for a new residential home is \$1,725.

**Expenditures:**

**57-40-810 Debt Service Principal** – Funds allocated to pay the debt service on the Sewer Loan. \$150,000 is being paid from the Sewer Department and \$100,000 is being paid from impact fees, to meet the total payment due of \$250,000.



## Stormwater Fund

Revenue	Account Number	Actual		Budget FY 2016-17	Final Budget FY 2017-18
		Actual FY 2015-16	Year-to-date FY 2016-17		
Interest Earnings	58-37-610	\$718	-	\$2,000	\$2,000
Basin Construction	58-37-790	\$19,351	-	\$5,000	\$5,000
Appropriated Fund Balance	58-37-990	-	-	\$25,000	\$25,000
<b>Total Revenues</b>		<b>\$20,069</b>	<b>-</b>	<b>\$32,000</b>	<b>\$32,000</b>

Operating & Capital Expenses	Account Number	Actual		Budget FY 2016-17	Final Budget FY 2017-18
		Actual FY 2015-16	Year-To-Date FY 2016-17		
2600 S Retention Basin	58-40-620	-	-	-	-
Sunrise Retention Basin	58-40-625	-	\$0.27	\$32,000	\$32,000
Reserves	58-40-850	-	-	-	-
<b>Total Capital Expenses</b>		<b>-</b>	<b>\$0.27</b>	<b>\$32,000</b>	<b>\$32,000</b>

<b>Surplus/(Deficit)</b>	<b>\$0.27</b>	<b>\$186,074</b>
Beginning Cash Balance (Est.)		\$186,074
Reserves (Fund Balance App.)		\$0.27
<b>Ending Cash Balance (Est.)</b>		<b>\$186,074</b>

**Revenue:**

**58-37-610 Interest Earnings**– 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.

**58-37-790 Basin Construction Fee** – Revenue generated from fees that come from developers paying their portion of the cost to build regional storm water basins.

**58-37-990 Appropriate Fund Balance** – Revenue generated from funds being appropriated out of the fund balance from previous contributions.

**Expenditures:**

**58-40-620 2600 S Retention Basin** – Funds are anticipated to be allocated here in FY 18-19 for construction of this pond on the west end of 2600 S.

**58-40-625 Sunrise Retention Basin** – Funds allocated to finish the stormwater basins on the west side of 1200 West near the townhomes where the Frisbee golf course is.

## Road Impact Fee

Revenue	Account Number	Actual FY 2015-16	Actual Year-to-date FY 2016-17	Budget FY 2016-17	Final Budget FY 2017-18
Appropriate Fund Balance	59-37-601	-	-	\$5,000	\$6,650
Interest Earnings	59-37-610	\$674	-	-	-
Road Impact Fees	59-37-790	\$35,235	\$32,747	\$25,000	\$23,350
<b>Total Revenues</b>		<b>\$35,235</b>	<b>\$32,747</b>	<b>\$30,000</b>	<b>\$30,000</b>

Operating & Capital Expenses	Account Number	Actual FY 2015-16	Actual Year-to-date FY 2016-17	Budget FY 2016-17	Final Budget FY 2017-18
Reserves	59-40-760	-	-	-	-
Transfer To General Fund	59-40-910	\$30,000	\$30,000	\$30,000	\$30,000
<b>Total Capital Expenditures</b>		<b>\$30,000</b>	<b>\$30,000</b>	<b>\$30,000</b>	<b>\$30,000</b>
<b>Surplus/(Deficit)</b>			<b>\$2,747</b>		<b>\$99,478</b>
Beginning Cash Balance (Est.)					\$99,478
Reserves (Fund Balance App.)					\$2,747
<b>Ending Cash Balance (Est.)</b>					<b>\$102,225</b>

### Revenue:

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

**59-37-610 Interest Earnings** – 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 Road Impact Fees** – Revenue based on 50 new homes anticipated to be built in the coming fiscal year. The road impact fee for a new residential home is \$467.

### Expenditures:

**59-40-910 Transfer to General Fund** – Funds allocated 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 more than \$800,000. The remaining balance is more than \$650,000.

The following chart shows the Road Impact Fee fund transfer to the General Fund to repay the costs expended for the improvement of 3200 South in 2008. The beginning balance was \$862,198.

Year	Payment	Total Paid	Balance Due	Year	Payment	Total Paid	Balance Due
6/10	\$4,000	\$4,000	\$858,198	6/26	\$30,000	\$449,272	\$412,926
6/11	\$28,000	\$32,000	\$830,198	6/27	\$30,000	\$479,272	\$382,926
6/12	\$17,000	\$49,000	\$813,198	6/28	\$30,000	\$509,272	\$352,926
6/13	\$17,000	\$66,000	\$796,198	6/29	\$30,000	\$539,272	\$322,926
6/14	\$23,272	\$89,272	\$772,926	6/30	\$30,000	\$569,272	\$292,926
6/15	\$30,000	\$119,272	\$742,926	6/31	\$30,000	\$599,272	\$262,926
6/16	\$30,000	\$149,272	\$712,926	6/32	\$30,000	\$629,272	\$232,926
6/17	\$30,000	\$179,272	\$682,926	6/33	\$30,000	\$659,272	\$202,926
6/18	\$30,000	\$209,272	\$652,926	6/34	\$30,000	\$689,272	\$172,926
6/19	\$30,000	\$239,272	\$622,926	6/35	\$30,000	\$719,272	\$142,926
6/20	\$30,000	\$269,272	\$592,926	6/36	\$30,000	\$749,272	\$112,926
6/21	\$30,000	\$299,272	\$562,926	6/37	\$30,000	\$779,272	\$82,926
6/22	\$30,000	\$329,272	\$532,926	6/38	\$30,000	\$809,272	\$52,926
6/23	\$30,000	\$359,272	\$502,926	6/39	\$30,000	\$839,272	\$22,926
6/24	\$30,000	\$389,272	\$472,926	6/40	\$22,926	\$862,198	\$0
6/25	\$30,000	\$419,272	\$442,926				



## Nibley City Pay Grade System 2017-18

5% between steps; 2% COLA from FY16-17

Grade	Step	A	B	C	D	E	F	G	H	I
1		\$ 8.36	\$ 8.77	\$ 9.20	\$ 9.63	\$ 10.11	\$ 10.61	\$ 11.14	\$ 11.69	\$ 12.27
Annual Contract		\$17,397.1	\$18,245.7	\$19,136.8	\$20,027.9	\$21,025.0	\$22,064.6	\$23,167.8	\$24,313.5	\$25,522.8
	2	6	3	0	6	4	7	4	5	
2		\$ 9.65	\$ 10.12	\$ 10.62	\$ 11.14	\$ 11.67	\$ 12.23	\$ 12.85	\$ 13.48	\$ 14.16
Annual Contract		\$20,070.3	\$21,046.2	\$22,085.8	\$23,167.8	\$24,271.1	\$25,437.9	\$26,732.1	\$28,047.5	\$29,447.8
	4	7	6	7	0	8	6	5	1	
3		\$ 11.13	\$ 11.66	\$ 12.22	\$ 12.83	\$ 13.44	\$ 14.11	\$ 14.81	\$ 15.56	\$ 16.32
Annual Contract		\$23,146.6	\$24,249.8	\$25,416.7	\$26,689.7	\$27,962.6	\$29,341.7	\$30,805.6	\$32,354.4	\$33,945.6
	6	9	7	3	9	3	3	0	0	
4		\$ 12.87	\$ 13.49	\$ 14.16	\$ 14.85	\$ 15.57	\$ 16.33	\$ 17.15	\$ 18.01	\$ 18.91
Annual Contract		\$26,774.5	\$28,068.7	\$29,447.8	\$30,890.5	\$32,375.6	\$33,966.8	\$35,664.1	\$37,467.4	\$39,334.4
	9	7	1	0	2	2	0	6	6	
5		\$ 14.89	\$ 15.61	\$ 16.39	\$ 17.19	\$ 18.03	\$ 18.91	\$ 19.85	\$ 20.85	\$ 21.89
Annual Contract		\$30,975.3	\$32,460.4	\$34,094.1	\$35,748.9	\$37,509.8	\$39,334.4	\$41,286.3	\$43,365.5	\$45,529.5
	6	8	1	6	9	6	4	0	4	
6		\$ 17.21	\$ 18.06	\$ 18.94	\$ 19.87	\$ 20.86	\$ 21.88	\$ 22.97	\$ 24.11	\$ 25.32
Annual Contract		\$35,791.3	\$37,573.5	\$39,398.1	\$41,328.7	\$43,386.7	\$45,508.3	\$47,778.4	\$50,154.6	\$52,658.1
	9	4	1	7	2	2	3	2	1	
7		\$ 19.93	\$ 20.90	\$ 21.94	\$ 23.03	\$ 24.18	\$ 25.40	\$ 26.66	\$ 27.99	\$ 29.40
Annual Contract		\$41,456.0	\$43,471.5	\$45,635.6	\$47,905.7	\$50,303.1	\$52,827.8	\$55,458.6	\$58,216.7	\$61,144.5
	6	8	2	3	4	4	2	0	1	
8		\$ 23.07	\$ 24.23	\$ 25.44	\$ 26.70	\$ 28.06	\$ 29.44	\$ 30.88	\$ 32.41	\$ 34.03
Annual Contract		\$47,990.5	\$50,388.0	\$52,912.7	\$55,543.4	\$58,365.2	\$61,229.3	\$64,220.8	\$67,403.2	\$70,776.5
	9	0	0	9	2	8	3	3	8	
9		\$ 26.75	\$ 28.10	\$ 29.51	\$ 30.99	\$ 32.54	\$ 34.17	\$ 35.88	\$ 37.68	\$ 39.57
Annual Contract		\$55,649.5	\$58,450.0	\$61,377.8	\$64,454.2	\$67,679.0	\$71,073.6	\$74,637.8	\$78,371.9	\$82,296.8
	7	8	9	1	4	0	9	0	6	
10		\$ 31.02	\$ 32.57	\$ 34.20	\$ 35.92	\$ 37.71	\$ 39.61	\$ 41.59	\$ 43.67	\$ 45.85
Annual Contract		\$64,517.8	\$67,742.6	\$71,137.2	\$74,722.7	\$78,435.5	\$82,381.7	\$86,497.6	\$90,825.7	\$95,365.9
	6	9	5	5	5	3	3	0	2	



## Nibley City Employees- Current and Projected Fiscal Year

Department	Position Title	Step	FT Actual FY16-17	FT Actual FY17-18
<b>Administration</b>				
	City Manager	Salaried	1.00	1.00
	Treasurer	Salaried - 6	1.00	1.00
	Deputy Recorder	3	1.00	1.00
	AP Clerk	3	1.00	1.00
	Office Clerk	3	0.75	0.75
	Payroll/Purchasing	3	0.35	0.35
	Custodian	2	0.25	0.25
<b>Court</b>				
	Judge	Salaried		
	Court Clerk	3	0.65	0.65
	Court Clerk	3	.25	.25
<b>Public Works</b>				
	Public Works Director	Salaried - 9		
<b>Parks</b>				
	Parks Superintendent	7	1.00	1.00
	Parks Employee	5	1.50	2.00
	Seasonal Parks Employee	3	1.50	2.00
<b>Streets</b>				
	Streets Superintendent	7	0.50	0.50
	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
	Seasonal Stormwater Employee	3	0.25	0.25
<b>Water</b>				
	Water Superintendent	7	0.50	0.50
	Water Operator	5-6	1.00	1.00
<b>Sewer</b>				
	Sewer Superintendent	7	0.50	0.50
	Sewer Operator	5-6	1.00	1.00
<b>Planning/Building</b>				
	City Planner	Salaried - 7	1.00	1.00
	Building Inspector	5	1.00	1.00

	Commercial Inspector	Contract	0.10	0.10
<b>Recreation</b>				
	Recreation Director	6	.25	1.00
	Group Fitness Teacher	5	0.16	0.16
	Concessions Employee	1	0	0.20
<b>Emergency Services</b>				
	Emergency Manager	6	0.50	0.50

## NIBLEY CITY OVERVIEW

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**Date of Settlement:** 1855

**Date of Incorporation:** 1935

**Population Estimate:** 6,700

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

**Area:** 4 sq miles

**Elevation:** 4,554

**Miles of streets:** 33

**Police Protection:** Cache County Sherriffs Departmet (Contracted)

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

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

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

**Animal Control:** Cache County Animal Control (Contracted)

**Schools:**

Nibley Elementary

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

Heritage Elementary

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

Thomas Edison Charter School

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

Ridgeline High School (Located in Millville)

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

**Municipal Water Department**

Number of connections: 1,787

Annual consumption in gallons: 141,921,288

Miles of water mains: 37

Wells: 3 (2 Active, 1 Under Construction)

Springs: Yeates Spring (Out of Service)

Storage capacity: 3 Reservoirs 3,350,000 Gallons

**Municipal Sewer Department**

Number of connections: 1,808

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

Public Works

Andher Park Building (Old City Hall)

**Public Parks:**

Virgil Gibbons Heritage Park

Elk Horn Park

Morgan Farm

Sunrise Meadows Disc Golf Course

Shadowbrook Park

Meadow View Park

Nibley Gardens

Anhder Park

Clear Creek

Neighborhood Park

Verterans Memorial Park (Construction Phase)

Firefly Park (Construction Phase)



## Nibley City 2017-2018 Organizational Chart

