

# CITY OF OREM

ADOPTED BUDGET 2014-2015



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



**CITY OF OREM  
ADOPTED BUDGET**

**FISCAL YEAR 2014-2015**

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ADOPTED BUDGET**

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**BUDGET  
MESSAGE**

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**CITY OF OREM  
ADOPTED BUDGET**

**FISCAL YEAR 2014-2015**



June 6, 2014

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

It is a pleasure to present the Fiscal Year 2014-2015 Budget for your approval. The following is an overview of the proposed final budget. Additional information about this document is available from Richard Manning, Administrative Services Director, who has oversight over the preparation of this document.

The budget is a financial plan for the 2014-2015 fiscal year. In essence, it is the plan of operation based upon expected economic conditions. At times, the best that can be said about expectations is to “expect the unexpected.” With this conservative attitude in mind, all revenue collections and expenditures are monitored throughout the year by management and administrative controls. Safeguards have been developed to monitor, authorize, and analyze expenditures. The noted processes and safeguards allow staff the ability to amend the budget quickly, thereby minimizing the impact of a faltering economy on the City’s levels of service.

**BUDGET MESSAGE**

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

The good news with the FY 2014-2015 budget is that economy continues to recover. The State of Utah and Utah County are being recognized for strong business climates and the unemployment rate in Utah is 4.0% compared to 6.6% nationally. In addition, significant investments are being added to the University Mall campus with new office buildings and residential housing. The City's sales tax growth also confirms the local economy is improving. To this point, the City's sales tax receipts have shown an increase for the fourth consecutive year with current sales tax receipts up 4% to 5.5% over the same period in 2013.

Moreover, not only has unemployment decreased in the nation generally - and Utah Valley in particular - but the wage growth in the region has been strong. The year-over-year growth in wages in Utah Valley was 6.4% (3<sup>rd</sup> quarter 2012 to 3<sup>rd</sup> quarter 2013). By comparison, these numbers rank Utah Valley 5<sup>th</sup> nationally in wage growth.

**Referendum Impact**

In the November 2013 general election, Orem voters answered a referendum question relative to a proposed \$1.7 million property tax increase that was included in the Fiscal Year 2012-2013 budget by choosing not to accept the

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recommended property tax increase. The decision has resulted in the City evaluating changes to current levels of service based on existing and anticipated future budget resources.

This budget begins to address the City's need to definitively reduce service levels to ensure coverage of ongoing operational needs, including compensation needs, fleet replacement, equipment purchases, and other needed construction projects. By and large, a majority of capital needs have been deferred since 2007 and the start of the "great recession". While the economy is recovering, addressing deferred capital needs is only now beginning since up to this point the City has focused available resources on meeting UTOPIA debt obligations and operational support payments.

Service level issues and recommended changes necessary in moving forward will be addressed in the appropriate budget section. Recommended changes have not been implemented in the budget. The goal of service level reductions is to narrow the services delivered by the City to the point the City can meet its operational, debt, and capital needs today and into the future.

## **BUDGET POLICIES**

State law requires the City to enact a balanced budget and this budget is presented with revenue and expenditure levels that are conservative and reflective of the City Council's adopted 2013 Budget Guiding Principles.

## **BUDGET GUIDING PRINCIPLES**

As noted, in 2013 the City Council directed staff to prepare this and future budgets consistent with the following guiding principles:

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

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- Debt - Debt will only be issued for projects that cannot be reasonably afforded through a pay-as-you-go savings plan. For example, a pay-as-you-go scenario may be rejected if to do so would require cutting services or increasing service fees higher than practical.

In addition to these guiding principles, the City Council established the following “Areas of Focus” for the 2014 and 2015 calendar years:

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

With these principles and areas of focus in mind and building upon the budget cuts made over the past five years, this budget sets the course forward with operational needs being funded, increases in compensation being recommended, and capital needs beginning to be addressed. Additionally, the City has recently commissioned a long-term financial sustainability study. The findings of this study will more confidently enable the City to anticipate the future impacts of decisions made today.

**EXPENDITURE HIGHLIGHTS**

**Organizational Changes**

On March 25, 2014, the City Council adopted an ordinance separating the Public Safety Department into two separate departments. This budget includes separate Police and Fire Department cost centers. Since 1981, these two core functions have been combined. Nationwide there are over 18,000 police and fire agencies. Of the 18,000 agencies, only 128 had a combined public safety department. The City’s Police and Fire Departments were originally consolidated to allow for both police officers and fire fighters to cross-train and assist each other as time would allow. As the City has grown and training needs have become increasingly more demanding, it is no longer practical to cross-train employees and, as a result, the best interests of the public are met through separating the functions into two separate departments. This separation will have no net increase in their budgets.

**Personnel**

On March 25, 2014, the City Council also approved a 2% market adjustment for full-time and part-time benefitted employees. This increase is included as part of this year’s base budget. Additionally, in keeping with the City’s desire to maintain a market competitive compensation program for its employees, an additional 1% merit increase is included in this budget to be implemented in January 2015. The intent of the merit program is to reward personnel for strong work performance and, as such, not all full-time and part-time benefitted employees may be eligible for a merit adjustment.

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

- A full-time employee to oversee the newly constructed Palisade Park located on a portion of the old Cascade Fairways golf course as well as two seasonal parks employees.
- A part-time position in the Justice Court will be moved from part-time to full-time status to meet increasing court case loads.

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- A part-time position in the Library to fill an unfunded vacant position that provided additional program outreach.

In addition, as a result of the 2014 Utah State Legislative Session, the Utah State Legislature approved ongoing changes to Utah State Retirement System (URS) contribution rates. The changes to URS rates have been incorporated into this budget. Retirement contribution rates are found in Exhibit “C” of this budget document.

Anticipated health insurance premium increases have also been factored into this budget. In January of 2014, the City introduced a High Deductible Health Plan (HDHP) and Health Savings Account (HSA) to the City’s benefitted workforce. This option was selected by 65% of benefitted employees. It is anticipated that this change will temper health insurance premium increases and assist the City in managing its healthcare costs. Health insurance options and rates are found in Exhibit “C” of this budget document.

**Operations**

The operational portion of the budget is substantially the same as in prior years. However, the following recommended budget additions have been included:

- Funding for contracted legal representation/assistance has been included in this budget to assist the Attorney’s Office in meeting their growing demands in a timely manner (\$40,000).
- Funding for a mass communication program to be used primarily for emergency situations has been included in this budget (\$27,000). This is an ongoing expense that was provided by Utah County emergency management in the past.
- Equipment and supplies for the new Palisade Park have also been built into this budget (\$66,000).

**Capital**

A key component of the City Council’s 2014-2015 “Areas of Focus” is the maintenance of City facilities. Capital funding provided through the budgeting process is the financial tool to achieve this goal to appropriately maintain the assets of the City. The following identifies key capital items recommended in this budget document:

- General Fund fleet replacement - \$500,000 plus an additional allocation of \$150,000 for the future replacement of Fire Department apparatus.
- Enterprise Fund fleet replacement - \$1,158,750.
- Computer hardware and software - \$140,000. Included are resources to maintain and replace City desktops, laptops, printers, etc.
- Computer network upgrades - \$107,000.
- Playground equipment replacement - \$50,000. This money is part of an ongoing project to keep all play structures safe for use.
- Street maintenance - \$1,300,000 (see Road Fund for details).
- City Council Chamber AV system - \$60,000. The Council Chambers were built with the technology of the 1970’s. To meet current digital capabilities, an upgrade is needed.
- Center Street widening - \$67,000. This project will be completed in cooperation with UDOT (between I-15 and Geneva Road).
- Waterline replacement and infrastructure improvements - \$500,000. This includes the replacement of 4” lines with 8” lines and an upgrade to the Canyon Springs collection system.
- Water Reclamation system - \$535,000. Most notable project is the sewer line replacement in the Beverly subdivision area.
- Storm Sewer projects - \$302,000. Specific projects will be identified as part of their master plan process.

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**REVENUE HIGHLIGHTS**

No tax increases are requested in this Fiscal Year 2014-2015 budget, although a few specific service fee increases are requested to bring various services more in line with their delivery costs. Each increase is highlighted in the Fees and Charges section of this document (see Exhibit "B").

In the General Fund, sales tax receipts are anticipated to be \$18 million. This increase mirrors the projected receipts in Fiscal Year 2013-2014. The other significant increase is a projected \$450,000 increase in the franchise tax. This is due to increasing energy costs from Rocky Mountain Power and Questar Gas.

Water rates will increase by \$0.25 per month for 3/4" meters and a proportional amount for larger meters. This is used to meet the increasing allocation of the Jordanelle water assessment. Storm Sewer fees are proposed to increase from \$5.00/month to \$5.25/month.

**FUTURE CHALLENGES**

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

- The ability to provide an ongoing capital revenue stream of approximately \$1.7 million per year to provide for non-enterprise fund capital needs.
- The construction and staffing of Fire Station #4 that was put on hold after being approved for construction in Fiscal Year 2008-2009.
- A fee structure crafted through the utility master plans that will provide sufficient future funding for the replacement of aging assets.
- The ability to correct an ongoing shortfall in overall road maintenance and reconstruction.
- The completion of the City-wide sidewalk master plan.
- The completion of a system of bike paths within the City to encourage better health and to decrease the reliance on vehicular traffic.

**SUMMARY**

This budget emphasizes maintaining core City services within a stable operating environment and begins to address the need to maintain the City's capital assets such as roads, parks, etc.

Thank you for taking the time to read this Budget Message. Additional information is available in the remainder of this Fiscal Year 2014-2015 budget document. Please feel free to call me or Richard Manning, Administrative Services Director, if you have any questions.

Respectfully submitted,

Jamie Davidson  
City Manager

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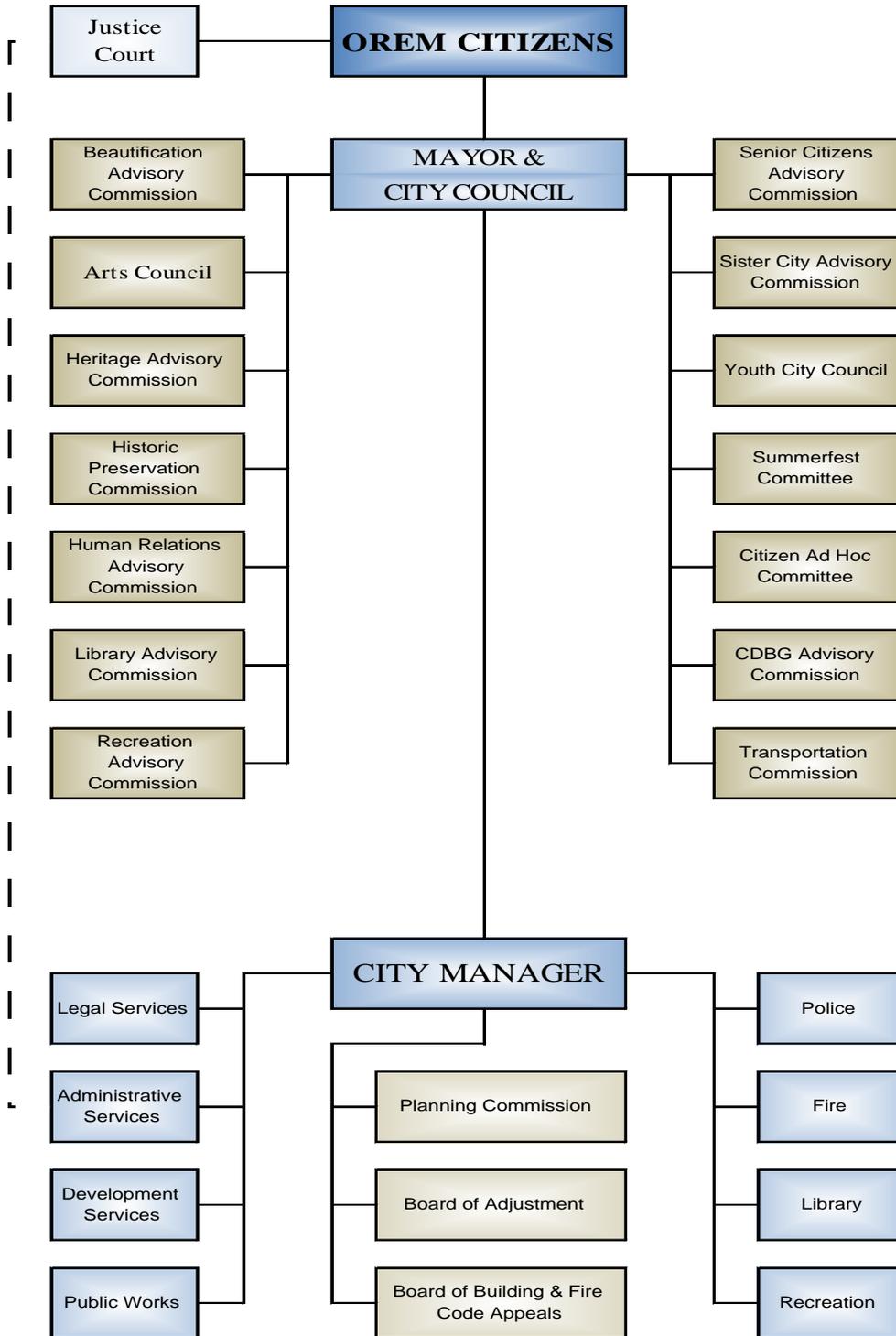
**CITY OF OREM  
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**FISCAL YEAR 2014-2015**

**OVERVIEW**

**CITY OF OREM  
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FISCAL YEAR 2014-2015



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**CITY OF OREM  
REVENUES SUMMARY  
FY 2014-2015**

<b>FUND</b>	<b>REVENUES</b>	<b>INTERFUND TRANSFERS IN</b>	<b>APPROPRIATION OF SURPLUS</b>	<b>TOTAL REVENUES &amp; SURPLUS</b>
General	\$ 43,491,963	\$ 5,712,022	\$ -	\$ 49,203,985
Road	2,305,000	-	-	2,305,000
CARE Tax	1,710,000	-	-	1,710,000
Debt Service	2,626,826	4,714,290	-	7,341,116
Capital Improvement Projects	240,000	-	-	240,000
Water	11,419,000	892,377	-	12,311,377
Water Reclamation	7,017,851	10,000	-	7,027,851
Storm Sewer	3,010,500	100,000	-	3,110,500
Recreation	1,543,000	125,000	158,088	1,826,088
Solid Waste	3,397,000	-	-	3,397,000
Fleet Maintenance	-	652,000	-	652,000
Purchasing & Warehousing	-	330,000	33,000	363,000
Self-Insurance	500,000	1,175,000	-	1,675,000
Timpanogos Storytelling Festival	285,000	10,000	-	295,000
Orem Foundation Trust	10,000	-	-	10,000
Community & Neighborhood Services	767,360	47,048	-	814,408
Senior Citizens	51,250	-	-	51,250
Telecommunications Billing	60,000	-	-	60,000
<b>TOTALS</b>	<b>\$ 78,434,750</b>	<b>\$ 13,767,737</b>	<b>\$ 191,088</b>	<b>\$ 92,393,575</b>

Most of the City's funds are supported by taxes such as sales tax or property tax in the General Fund or utility charges such as water sales in the Water Fund. However, certain funds such as the Debt Service Fund, the Fleet Maintenance Fund or the Self-Insurance Fund receive all or a majority of their operating revenues through transfers from other funds. In the current fiscal year, while the city-wide operating revenues total \$92,393,575, only \$78,434,750 represents collections of new revenues.

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

<b>FUND</b>	<b>ESTIMATED FUND BALANCE AVAILABLE * JUNE 30. 2014</b>	<b>FIS CAL YEAR 2014-2015 APPROPRIATION OF SURPLUS</b>	<b>ESTIMATED FUND BALANCE AVAILABLE * JUNE 30. 2015</b>	<b>OPERATIONAL GOAL **</b>
General	\$ 6,100,000	\$ -	\$ 6,100,000	\$ 10,939,166
Road	-	-	-	-
CARE Tax	-	-	-	-
Debt Service	-	-	-	-
Capital Improvement Projects	-	-	-	-
Water	3,500,000	-	3,500,000	2,800,000
Water Reclamation	3,000,000	-	3,000,000	2,400,000
Storm Sewer	2,000,000	-	2,000,000	300,000
Recreation	600,000	(158,888)	441,112	300,000
Solid Waste	325,000	-	325,000	50,000
Fleet Maintenance	75,000	-	75,000	50,000
Purchasing & Warehousing	135,000	(33,000)	102,000	25,000
Self-Insurance	1,200,000	-	1,200,000	1,000,000
Timpanogos Storytelling Festival	-	-	-	-
Orem Foundation Trust	-	-	-	-
Community & Neighborhood Services	-	-	-	-
Senior Citizens	-	-	-	-
Telecommunications Billing	-	-	-	-
<b>TOTALS</b>	<b>\$ 16,935,000</b>	<b>\$ (191,888)</b>	<b>\$ 16,743,112</b>	<b>\$ 17,864,166</b>

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

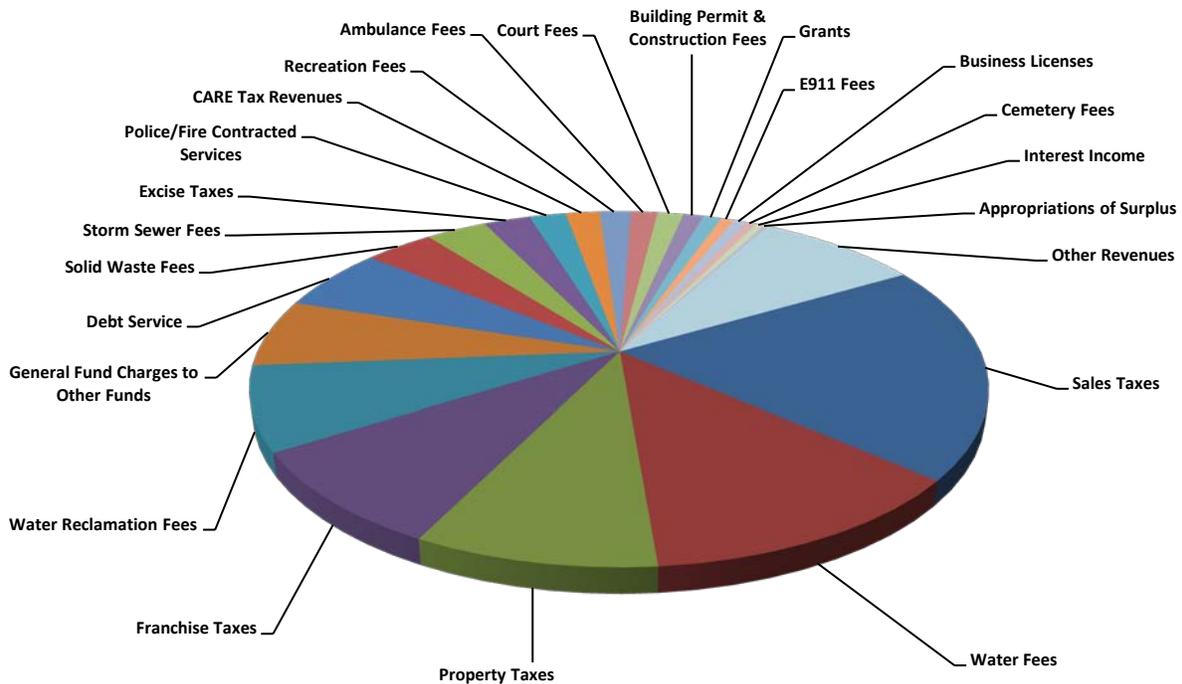
\*\* General Fund operational goal is based on 25% of net budgeted revenues or the actual balance of the reserve, whichever is lower. The operational goal for all other funds is based upon need.

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**CITY-WIDE MAJOR REVENUE SOURCES**

<b>REVENUE DESCRIPTION</b>	<b>AMOUNT</b>	<b>PERCENT</b>
Sales Taxes	\$ 18,200,246	19.70%
Water Fees	11,368,000	12.30%
Property Taxes	8,095,543	8.76%
Franchise Taxes	8,050,000	8.71%
Water Reclamation Fees	7,002,851	7.58%
General Fund Charges to Other Funds	5,712,022	6.18%
Debt Service	5,401,515	5.85%
Solid Waste Fees	3,396,000	3.68%
Storm Sewer Fees	2,990,200	3.24%
Excise Taxes	2,300,000	2.49%
Police/Fire Contracted Services	1,802,500	1.95%
CARE Tax Revenues	1,680,000	1.82%
Recreation Fees	1,536,200	1.66%
Ambulance Fees	1,330,000	1.44%
Court Fees	1,278,500	1.38%
Building Permit & Construction Fees	994,500	1.08%
Grants	902,860	0.98%
E911 Fees	650,000	0.70%
Business Licenses	625,000	0.68%
Cemetery Fees	520,000	0.56%
Interest Income	405,750	0.44%
Appropriations of Surplus	191,888	0.21%
Other Revenues	7,960,000	8.62%
<b>TOTAL</b>	<b>\$ 92,393,575</b>	<b>100.00%</b>

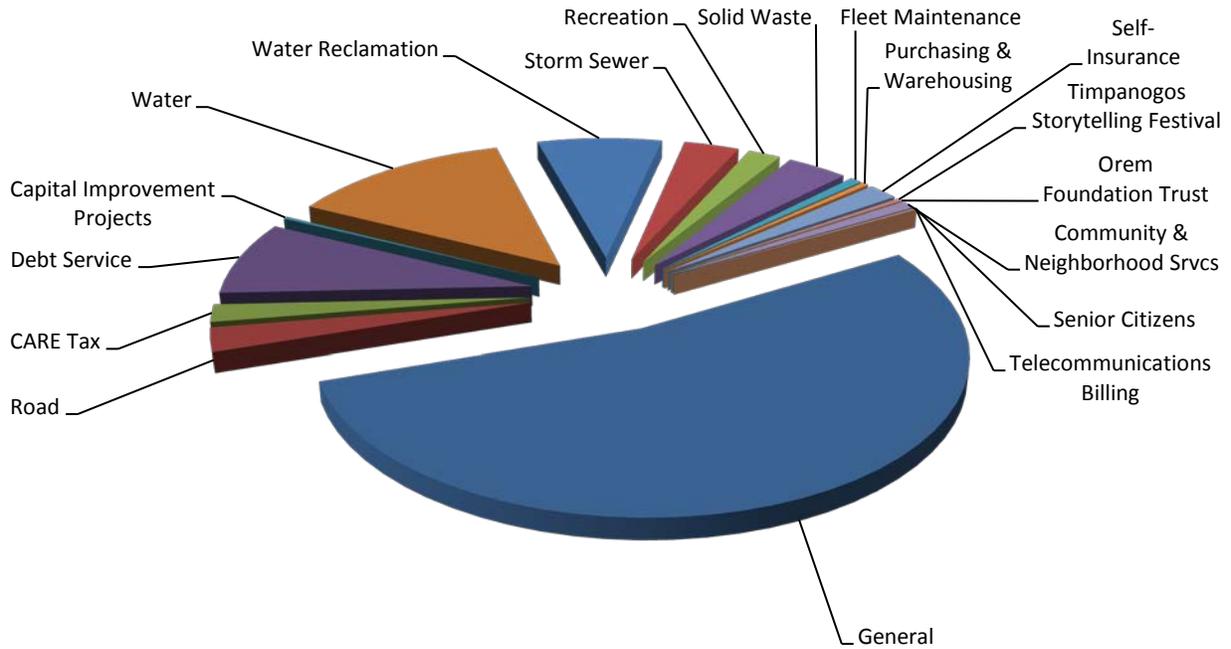


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**CITY-WIDE EXPENDITURES BY FUND**

<b>FUND</b>	<b>PERSONNEL</b>	<b>OPERATIONS</b>	<b>CAPITAL</b>	<b>TOTAL</b>	<b>PERCENT</b>
General	\$ 32,182,606	\$ 16,012,879	\$ 1,008,500	\$ 49,203,985	53.3%
Road	54,528	876,242	1,374,230	2,305,000	2.5%
CARE Tax	-	1,710,000	-	1,710,000	1.9%
Debt Service	-	7,341,116	-	7,341,116	7.9%
Capital Improvement Projects	-	38,615	201,385	240,000	0.3%
Water	2,130,800	8,991,194	1,189,383	12,311,377	13.3%
Water Reclamation	2,029,606	3,945,353	1,052,892	7,027,851	7.6%
Storm Sewer	819,237	1,647,665	643,598	3,110,500	3.4%
Recreation	1,196,674	629,414	-	1,826,088	2.0%
Solid Waste	-	3,273,127	123,873	3,397,000	3.7%
Fleet Maintenance	373,899	243,101	35,000	652,000	0.7%
Purchasing & Warehousing	252,729	110,271	-	363,000	0.4%
Self-Insurance	65,635	1,609,365	-	1,675,000	1.8%
Timpanogos Storytelling Festival	-	295,000	-	295,000	0.3%
Orem Foundation Trust	-	10,000	-	10,000	0.0%
Community & Neighborhood Services	94,095	652,010	68,303	814,408	0.9%
Senior Citizens	-	51,250	-	51,250	0.1%
Telecommunications Billing	-	60,000	-	60,000	0.1%
<b>CITY TOTALS</b>	<b>\$ 39,199,809</b>	<b>\$ 47,496,602</b>	<b>\$ 5,697,164</b>	<b>\$ 92,393,575</b>	<b>100.0%</b>
<b>CITY PERCENT</b>	<b>42.4%</b>	<b>51.4%</b>	<b>6.2%</b>	<b>100.0%</b>	



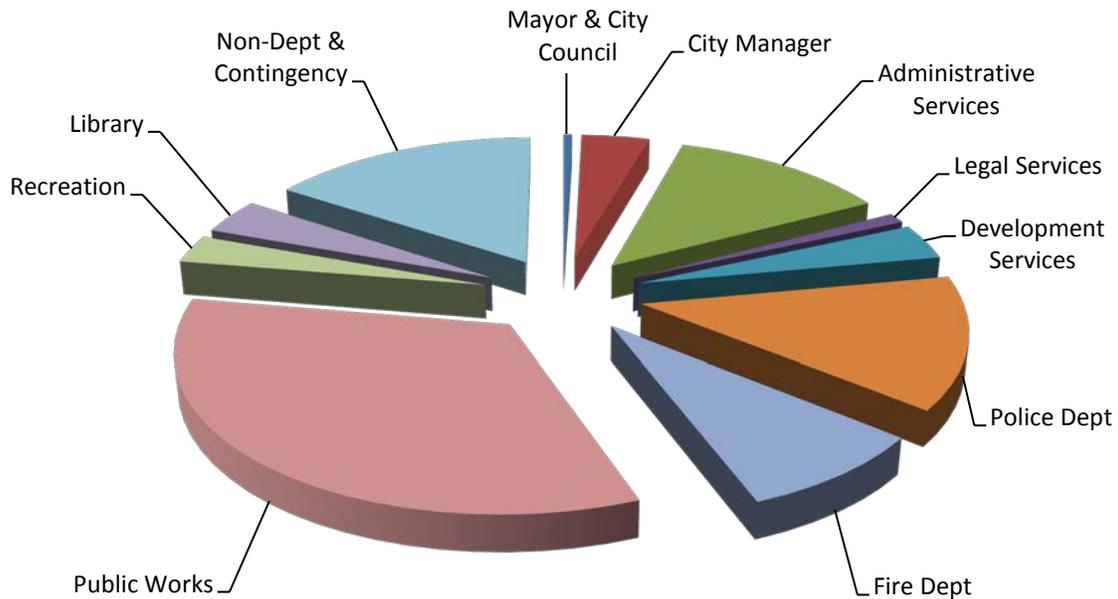
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**CITY-WIDE EXPENDITURES BY DEPARTMENT**

<u>DEPARTMENT</u>	<u>PERSONNEL</u>	<u>OPERATIONS</u>	<u>CAPITAL</u>	<u>TOTAL</u>	<u>PERCENT</u>
Mayor and City Council	\$ 273,355	\$ 185,800	\$ -	\$ 459,155	0.5%
City Manager	2,134,575	1,508,847	68,303	3,711,725	4.0%
Administrative Services	1,960,365	9,850,981	-	11,811,346	12.8%
Legal Services	843,637	135,650	-	979,287	1.1%
Development Services	2,308,426	983,964	181,500	3,473,890	3.8%
Police Department	10,943,495	1,630,466	32,000	12,605,961	13.6%
Fire Department	6,747,323	984,584	50,000	7,781,907	8.4%
Public Works	9,147,573	17,128,926	4,591,488	30,867,987	33.4%
Recreation	1,828,533	876,017	-	2,704,550	2.9%
Library	2,596,652	829,620	-	3,426,272	3.7%
Non-Departmental *	415,875	13,381,747	773,873	14,571,495	15.8%
<b>CITY TOTALS</b>	<b>\$ 39,199,809</b>	<b>\$ 47,496,602</b>	<b>\$ 5,697,164</b>	<b>\$ 92,393,575</b>	<b>100.0%</b>
<b>CITY PERCENTS</b>	<b>42.4%</b>	<b>51.4%</b>	<b>6.2%</b>	<b>100.0%</b>	

\* Expenditures of the CARE Tax Fund (\$1,710,000) & Solid Waste Fund (\$3,397,000) are included within the Non-Departmental expenditures since there is no specific department related to their operations.



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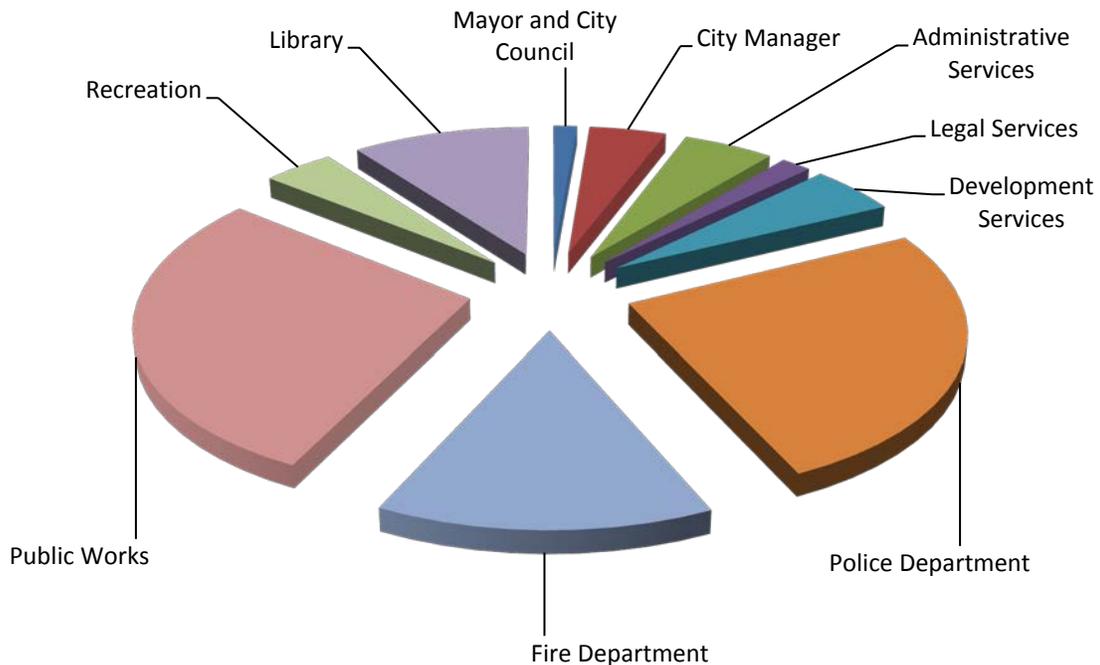
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**CITY-WIDE STAFFING LIST BY DEPARTMENT**

<u>DEPARTMENT</u>	<u>FULL-TIME</u>	<u>PART-TIME</u>	<u>PART-TIME</u>	<u>TOTAL</u>	<u>PERCENT</u>
			<u>NON-BENEFITTED</u>		
			<u>(FTE*)</u>		
Mayor and City Council **	-	7	-	7	1.4%
City Manager	19	2	2	23	4.4%
Administrative Services	22	3	2	27	5.2%
Legal Services	7	1	1	9	1.7%
Development Services	24	1	1	26	5.0%
Police Department	113	2	17	132	25.5%
Fire Department	69	-	2	71	13.7%
Public Works	102	1	45	148	28.6%
Recreation	11	-	10	21	4.1%
Library	23	12	18	53	10.3%
<b>CITY TOTALS</b>	<b>390</b>	<b>29</b>	<b>98</b>	<b>517</b>	<b>100.0%</b>
<b>CITY PERCENTS</b>	<b>75.4%</b>	<b>5.6%</b>	<b>19.0%</b>	<b>100.0%</b>	

\* FTE (full-time equivalent) is a measurement of how many part-time, non-benefitted employees are required to equal one staff person working a full-time work schedule for one year.

\*\* The Mayor and City Council members are included as part-time employees for informational purposes only.



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**UTILITY AND TAX RATE COMPARISON**

The following two pages contain a series of comparisons between the City of Orem and other Utah County cities and cities similar to the City throughout the state.

The purpose of these comparisons is to show how the City ranks against other cities for utility rates and tax levies. Although many cities calculate their utility fees and charges differently than the City of Orem, we have endeavored, as much as possible, to make an apples to apples comparison.

For example, to compare water and sewer rates we have calculated the comparison using the water and sewer usage of an average City of Orem residential customer. The average City resident has a ¾ inch water meter, uses 28,000 gallons of water per month, and has an average sewer consumption of 9,000 gallons per month.

We calculated property tax levies based on the average City of Orem home value assessments. The average home value assessment is \$200,000.

The numbers used to generate the figures for other cities were derived from contacting the cities in the survey or by accessing information from the appropriate web sites.

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

**AVERAGE MONTHLY UTILITY FEES**

<u>WATER *</u>		<u>SEWER **</u>		<u>STORM SEWER</u>	
South Jordan <sup>1</sup>	\$82.24	American Fork	\$48.15	Pleasant Grove	\$12.47
American Fork <sup>1</sup>	\$73.57	Pleasant Grove	\$43.65	South Jordan	\$8.50
Ogden <sup>1</sup>	\$71.18	Lindon	\$42.69	Ogden	\$7.26
Sandy	\$66.71	Lehi	\$40.00	Spanish Fork	\$6.42
Pleasant Grove <sup>1</sup>	\$59.83	Springville	\$29.17	American Fork	\$6.00
West Jordan	\$58.77	<b>AVERAGE CITY</b>	<b>\$27.54</b>	Sandy	\$6.00
West Valley	\$52.60	West Jordan	\$26.88	<b>AVERAGE CITY</b>	<b>\$5.89</b>
<b>AVERAGE CITY</b>	<b>\$51.76</b>	Payson	\$26.76	Payson	\$5.35
Spanish Fork <sup>1</sup>	\$50.73	South Jordan	\$25.00	<b>OREM</b>	<b>\$5.25</b>
Lindon <sup>1</sup>	\$46.62	Spanish Fork	\$23.70	Springville	\$4.97
Lehi <sup>1</sup>	\$39.36	<b>OREM</b>	<b>\$22.10</b>	Lindon	\$4.84
Payson <sup>1</sup>	\$39.16	West Valley	\$18.00	Provo	\$4.63
Layton	\$36.79	Sandy	\$17.68	Layton	\$4.60
Springville	\$36.25	Layton	\$17.45	West Jordan	\$4.02
Provo	\$32.43	Provo	\$17.00	Lehi	\$4.00
<b>OREM</b>	<b>\$30.18</b>	Ogden	\$14.92	West Valley	\$4.00

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

<u>GARBAGE</u>		<u>PROPERTY TAX</u>		<u>FRANCHISE TAX ***</u>	
Ogden	\$18.71	West Valley	0.004670	American Fork	6.00%
Sandy	\$13.45	Ogden	0.003415	Layton	6.00%
West Valley	\$13.30	Provo	0.002956	Lindon	6.00%
West Jordan	\$12.23	American Fork	0.002750	Lehi	6.00%
Springville	\$11.75	West Jordan	0.002562	Ogden	6.00%
<b>AVERAGE CITY</b>	<b>\$11.53</b>	South Jordan	0.002440	<b>OREM</b>	<b>6.00%</b>
Provo	\$11.00	Lehi	0.002432	Payson	6.00%
Layton	\$10.70	<b>AVERAGE CITY</b>	<b>0.002376</b>	Pleasant Grove	6.00%
Payson	\$10.70	Pleasant Grove	0.002237	Provo	6.00%
Pleasant Grove	\$10.61	Springville	0.002159	Sandy	6.00%
Lehi	\$10.50	Layton	0.002046	South Jordan	6.00%
<b>OREM</b>	<b>\$10.50</b>	Lindon	0.002043	Spanish Fork	6.00%
American Fork	\$10.00	<b>OREM</b>	<b>0.001871</b>	Springville	6.00%
Spanish Fork	\$9.93	Sandy	0.001483	West Jordan	6.00%
Lindon	\$9.90	Payson	0.001353	West Valley	6.00%
South Jordan	\$9.70	Spanish Fork	0.001221	<b>AVERAGE CITY</b>	<b>6.00%</b>

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

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

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

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

**CITY OF OREM  
ADOPTED BUDGET**

FISCAL YEAR 2014-2015

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

<b>CITY</b>	<b>AVERAGE WATER</b>	<b>AVERAGE SEWER</b>	<b>AVERAGE STORM SEWER</b>	<b>AVERAGE GARBAGE</b>	<b>TOTAL UTILITIES</b>	<b>AVG. HOME PROPERTY TAX PER MO. *</b>	<b>TOTAL TAX &amp; FEE PER MO. AVERAGE</b>
American Fork <sup>1</sup>	\$73.57	\$48.15	\$6.00	\$10.00	<b>\$137.72</b>	\$25.21	<b>\$162.93</b>
South Jordan <sup>1</sup>	\$82.24	\$25.00	\$8.50	\$9.70	<b>\$125.44</b>	\$22.37	<b>\$147.81</b>
Pleasant Grove <sup>1</sup>	\$59.83	\$43.65	\$12.47	\$10.61	<b>\$126.56</b>	\$20.51	<b>\$147.07</b>
Ogden <sup>1</sup>	\$71.18	\$14.92	\$7.26	\$18.71	<b>\$112.07</b>	\$31.30	<b>\$143.37</b>
West Valley	\$52.60	\$18.00	\$4.00	\$13.30	<b>\$87.90</b>	\$42.81	<b>\$130.71</b>
West Jordan	\$58.77	\$26.88	\$4.02	\$12.23	<b>\$101.90</b>	\$23.49	<b>\$125.39</b>
Lindon <sup>1</sup>	\$46.62	\$42.69	\$4.84	\$9.90	<b>\$104.05</b>	\$18.73	<b>\$122.78</b>
<b>AVERAGE CITY</b>	<b>\$51.76</b>	<b>\$27.54</b>	<b>\$5.89</b>	<b>\$11.53</b>	<b>\$96.72</b>	<b>\$21.78</b>	<b>\$118.50</b>
Sandy	\$66.71	\$17.68	\$6.00	\$13.45	<b>\$103.84</b>	\$13.59	<b>\$117.43</b>
Lehi <sup>1</sup>	\$39.36	\$40.00	\$4.00	\$10.50	<b>\$93.86</b>	\$22.29	<b>\$116.15</b>
Spanish Fork <sup>1</sup>	\$50.73	\$23.70	\$6.42	\$9.93	<b>\$90.78</b>	\$11.19	<b>\$101.97</b>
Springville	\$36.25	\$29.17	\$4.97	\$11.75	<b>\$82.14</b>	\$19.79	<b>\$101.93</b>
Payson <sup>1</sup>	\$39.16	\$26.76	\$5.35	\$10.70	<b>\$81.97</b>	\$12.40	<b>\$94.37</b>
Provo	\$32.43	\$17.00	\$4.63	\$11.00	<b>\$65.06</b>	\$27.10	<b>\$92.16</b>
Layton	\$36.79	\$17.45	\$4.60	\$10.70	<b>\$69.54</b>	\$18.76	<b>\$88.30</b>
<b>OREM <sup>2</sup></b>	<b>\$30.18</b>	<b>\$22.10</b>	<b>\$5.25</b>	<b>\$10.50</b>	<b>\$68.03</b>	<b>\$17.15</b>	<b>\$85.18</b>

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

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

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

**CITY OF OREM  
ADOPTED BUDGET**

**FISCAL YEAR 2014-2015**

**CITY OF OREM  
STATEMENT OF INDEBTEDNESS**

<u>TYPE &amp; NAME OF INDEBTEDNESS</u>	<u>INTEREST RATES</u>	<u>FISCAL YEAR OF COMPLETION</u>	<u>TOTAL AMOUNT ISSUED</u>	<u>PRINCIPAL BALANCE JUNE 30, 2014</u>	<u>FISCAL YEAR 2014-2015 PAYMENTS</u>
<b>General Obligation Bonds</b>					
General Obligation Refunding Bonds, Series 2004	3.0% to 4.0%	2016-2017	\$ 3,975,000	\$ 1,330,000	\$ 468,550
General Obligation Road Bonds, Series 2005	3.5% to 5.0%	2024-2025	8,985,000	5,920,000	693,071
General Obligation Road Bonds, Series 2006	3.625% to 5.0%	2024-2025	5,515,000	3,730,000	425,916
General Obligation Refunding Bonds, Series 2009	2.75% to 5.0%	2018-2019	2,865,000	1,570,000	349,313
			<u>21,340,000</u>	<u>12,550,000</u>	<u>1,936,850</u>
<b>Revenue Bonds</b>					
Water Quality Revenue Bonds, Series 1995	3.50%	2014-2015	3,500,000	237,757	246,087
Canyon River Special Improvement District, Series 2001	5.00%	2015-2016	3,680,000	415,000	220,750
Water & Storm Sewer Revenue Bonds, Series 2005A	3.5% to 5.25%	2015-2016	17,390,000	1,555,000	797,200
Water Revenue Bonds, Series 2005B	1.48%	2025-2026	3,000,000	1,904,000	174,179
Sales Tax Revenue Refunding Bonds, Series 2007	3.8% to 5.0%	2022-2023	5,720,000	5,570,000	814,274
Water & Storm Sewer Revenue Bonds, Series 2008	3.25% to 5.25%	2028-2029	5,590,000	5,275,000	343,344
Midtown Village Special Improvement District, Series 2009	Variable	2028-2029	3,943,000	2,881,000	274,925
Franchise Tax Revenue Refunding Bonds, Series 2010	2.125% to 5.125%	2017-2018	4,375,000	2,300,000	661,219
Sewer Revenue (Taxable) Bonds, Series 2010	0.00%	2031-2032	11,889,000	10,701,000	594,000
Northgate Special Improvement District, Series 2010	7.75%	2025-2026	1,915,000	1,150,000	190,200
Sales Tax Revenue Refunding Bonds, Series 2012	1.50%	2014-2015	1,814,000	278,000	282,170
Water & Storm Sewer Rev Refunding Bonds, Series 2013	2.18%	2025-2026	12,801,000	12,801,000	533,261
			<u>75,617,000</u>	<u>45,067,757</u>	<u>5,131,609</u>
<b>Lease / Purchase Obligations</b>					
Fire Engine Acquisition Lease/Purchase - 2012	2.225%	2018-2019	525,147	375,000	91,877
Server Acquisition Lease/Purchase - Model 720 - 2013	1.78% to 3.16%	2016-2017	26,454	22,156	9,098
			<u>551,601</u>	<u>397,156</u>	<u>100,975</u>
<b>Other</b>					
Parks and Open Space Land Purchase Note - 2000	6.00%	2020-2021	391,000	188,046	33,615
Section 108 Housing & Urban Development Loan - 2006	Variable	2025-2026	1,320,000	935,000	102,644
			<u>1,711,000</u>	<u>1,123,046</u>	<u>136,259</u>
<b>Grant Total - All Indebtedness</b>			<b><u>\$ 99,219,601</u></b>	<b><u>\$ 59,137,959</u></b>	<b><u>\$ 7,305,693</u></b>

**TYPE & NAME OF INDEBTEDNESS**

**PURPOSE OF BOND**

**General Obligation Bonds**

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

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

**Revenue Bonds**

Water Quality Revenue Bonds, Series 1995  
Canyon River Special Improvement District, Series 2001  
Water & Storm Sewer Revenue Bonds, Series 2005A  
Water Revenue Bonds, Series 2005B  
Sales Tax Revenue Refunding Bonds, Series 2007  
Water & Storm Sewer Revenue Bonds, Series 2008  
Midtown Village Special Improvement District, Series 2009  
Franchise Tax Revenue Refunding Bonds, Series 2010  
  
Sewer Revenue (Taxable) Bonds, Series 2010  
Northgate Special Improvement District, Series 2010  
Sales Tax Revenue Refunding Bonds, Series 2012  
Water & Storm Sewer Rev Refunding Bonds, Series 2013

Treatment plant expansion.  
Infrastructure construction in a special improvement district.  
Water tank construction and water and storm sewer line projects.  
Water line projects.  
Partially refunded the 2002 Sales Tax Revenue Bonds.  
Water and storm sewer line projects.  
Infrastructure construction in a special improvement district.  
Refunded the Municipal Building Authority bonds used for the library addition and cemetery and Nielsen's Grove land purchases.  
Treatment plant expansion.  
Infrastructure construction in a special improvement district.  
Refunded the remaining 2002 Sales Tax Revenue Bonds.  
Partially refunded the 2005A Water & Storm Sewer Revenue Bonds.

**Lease / Purchase Obligations**

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

Purchase of new fire engine.  
Purchase of new server.

**Other**

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

Recreation property purchase.  
Economic development.

**CITY OF OREM  
ADOPTED BUDGET**

**FISCAL YEAR 2014-2015**

**COMMUNITY PROFILE**

**CITY IN GENERAL**

The City of Orem was incorporated in 1919.

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

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

Based on the March 2014 estimate, the population was 89,946, an increase of 1,618 residents over the 2010 census count of 88,328.

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

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

The taxable value of all property in the City of Orem for the tax year 2012 was \$4,230,603,628.

In 2012, the mean per household Adjusted Gross Income (AGI) was \$57,997, with a mean exemption of 3.0 members per household and a mean per capita AGI of \$19,407 (<http://tax.utah.gov/esu>).

The average per house cost of city services for 2013 was \$84.52 per month.

There are 23 public schools in the City:

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

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

In the CQ Press *City Crime Rankings 2013*, the City of Orem was recognized as the 24<sup>th</sup> safest city overall of the 437 U.S. cities listed in the survey and safest Utah city.

**STREETS**

There are 274 centerline miles of streets in the City. The State of Utah owns 19 miles, 14 miles are privately owned and the City owns and maintains the remaining 241 miles.

In 2013, City crews laid over 5,300 tons of asphalt, repairing potholes, patching trenches and gutter lines, leveling lows, and replacing failed areas.

Over 2.3 miles of streets were reconstructed or overlaid, 30 miles were crack sealed, 20 miles were slurry sealed, and over 2.5 miles were micro-surfaced.

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

City crews installed and replaced over 7,500 lineal feet of sidewalk, curb, and gutter, including 54 ADA ramps.

**TRAFFIC**

State Street is the busiest street in Orem. Over 61,000 average daily trips (ADT) are made by the traveling public. Other busy streets and associated ADT's are shown below:

- University Parkway – 56,000
- 800 North – 35,500
- Center Street – 34,500
- 800 East – 20,500
- 1600 North – 24,500
- 800 South – 17,500
- Geneva Road – 17,000
- 1200 West – 15,000
- 400 North – 13,000
- Orem Boulevard – 12,000
- Main Street – 10,500
- 400 South – 10,000
- 400 West – 8,500
- 1200 South – 7,500

The City maintains over 237,500 feet of fiber optic interconnect cable that connects all of the signals for coordination and for communication to city buildings and facilities.

Each year, the City uses 7,500 gallons of paint to stripe the City's streets.

The City maintains 34.8 miles of bike lanes.

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

There are 73 signalized intersections in Orem. The City maintains 34 (two of which are the new HAWK signals), UVU has one signal that the City will help maintain, and UDOT maintains 38 intersections.

There are 9,089 street address signs maintained by the City.

The City maintains 3,206 traffic signs, which includes 1,310 stop and yield signs, 361 speed limit signs, 635 school crossing signs, 694 other regulatory and warning signs, and 206 no parking signs.

**CITY OF OREM  
ADOPTED BUDGET**

**FISCAL YEAR 2014-2015**

**COMMUNITY PROFILE**

**PARKS**

There are 23 city parks, 30 parkways and boulevards and other miscellaneous grounds incorporating a total of 326 acres. Within the city parks there are:

- 56 Pavilions
- 29 Tennis Courts
- 27 Restrooms
- 27 Soccer Fields
- 19 Playgrounds
- 16 Ball Fields
- 5.5 Miles of Walking Track
- 5 Basketball Courts

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

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

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

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

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

The City also owns 54 acres of property that was operated as a golf course (Cascade Golf Course) but was recently converted into the new Palisade Park.

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

In 2013, there were 157 volunteer projects in which 1,600 volunteers contributed over 4,500 hours of labor.

**URBAN FORESTRY**

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

The City received the Tree City USA award for the 21<sup>st</sup> consecutive year in 2013.

**CEMETERY**

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

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

As of December 31, 2013, 14,278 burial lots have been sold, leaving a balance of just over 3,300 lots available in the upper area (includes two areas not yet blocked out). There are 7,992 people interred in the cemetery.

In 2013, there were 309 people interred in the cemetery and 380 burial lots sold.

**WATER**

In 2013, residents of the City used an average of 274 gallons of water per person per day. The highest per capita usage was observed in the month of July at 542 gallons per person per day and the lowest was in the month of December at 112 gallons per person per day.

The highest water usage day in 2013 was July 3<sup>rd</sup> with 56.43 million gallons and lowest usage day was March 1<sup>st</sup> with 9.98 million gallons.

In 2013, Orem produced 9.04 billion gallons of culinary drinking water. The highest usage year in the history of the City was in 2001 at 9.8 billion gallons of water.

The City currently maintains over 475 miles of water main and service lines and there are approximately 22,175 connections to the water system.

The City supplies water from wells (26%), springs (10%), and surface water (64%), which includes Deer Creek Reservoir, Jordanelle Reservoir and the Provo River.

**WATER RECLAMATION**

In 2013, the Orem Water Reclamation Facility treated an average of 7.68 million gallons of sewage per day.

The Wastewater Pretreatment Program issued 358 pretreatment permits in 2013.

The City currently maintains more than 287 miles of sewer lines.

The Wastewater Collections Group cleaned over 229 miles of sewer mains and video inspected more than 32 miles of sewer mains in 2013.

**CITY OF OREM  
ADOPTED BUDGET**

**FISCAL YEAR 2014-2015**

**COMMUNITY PROFILE**

**STORM SEWER**

The storm sewer system consists of:

- 2,896 Catch Basins
- 1,753 Sumps
- 1,523 Manholes
- 86 Miles of Ditches and Pipes
- 35 Detention Basins
- 32 Diversion Structures

There are 86 miles of irrigation ditches in the City.

City street sweeping crews swept nearly 6,600 miles of streets picking up over 2,300 cubic yards of debris in 2013.

**FLEET**

Fleet Services maintains 328 licensed vehicles and 664 large, medium and small pieces of off-road equipment ranging from weed trimmers, lawn mowers, tractors and backhoes to front-end loaders, generators and compressors.

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

The City's fleet of vehicles traveled over 2,013,000 miles in 2013.

In an average year, the fleet consumes over 211,000 gallons of fuel (gasoline and diesel). Total cost for fuel for 2013 was \$668,793. August was the highest month using over 23,000 gallons of fuel.

**LIBRARY**

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

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

The Library collection has over 340,000 items, including over 104,000 children's books, 140,000 fiction and nonfiction books, 45,000 CDs, 35,000 DVD's and videos, 14,000 e-books and e-audiobooks, and 1,900 maps and miscellaneous items.

The Library has 68,311 registered patrons.

Annual circulation is at 1.1 million items.

For Fiscal Year 2012-2013, the number of patrons entering the Library was 452,995.

There were over 59,000 patrons who attended cultural programs.

In 2013, over 50,000 people attended the annual Timpanogos Storytelling Festival and Storytelling Conference events.

Library services and programs received the benefit of over 11,000 hours of volunteer service in the Library and at Timpanogos Storytelling Festival events.

Friends and supporters donated over 4,400 books and non-print items that were added to the collection.

The in-house internet stations were used by over 36,000 patrons during the year and there were approximately 13,000 logins to the Wi-Fi system.

**RECREATION**

The Fitness Center had an estimated 380,000 user visits in 2013. It currently serves approximately 12,200 active members.

The eleventh season of the City of Orem Scera Park Pool saw over 240,000 patrons from Memorial Day to Labor Day. There were over 50 private group parties during the 2013 season.

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

In 2013, there were approximately 1,100 youth participating in Youth Basketball, Youth Super Hoopsters and Little Hoopsters.

Over 3,900 adults participated in softball at Lakeside Sports Park during 2013.

The aquatics program instructors taught over 3,300 "Learn to Swim" participants during 2013.

Land and water aerobics had over 78,000 patrons in 2013.

In 2013, there were over 700 park pavilion reservations taken.

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

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

There were over 10,500 volunteer hours served by senior citizens to various programs at the Orem Senior Friendship Center in 2013.

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

Over 55 trips for close to 1,400 seniors were hosted in 2013 as well as a number of dances.

There were over 150 income tax returns prepared for seniors by AARP volunteers.

# CITY OF OREM ADOPTED BUDGET

FISCAL YEAR 2014-2015

## COMMUNITY PROFILE

### POLICE DEPARTMENT

The Police Department responded to more than 56,000 calls for service in 2013.

Police Officers made nearly 16,400 traffic stops and issued approximately 14,800 citations.

There were over 3,200 auto accidents investigated, including over 400 injury accidents.

The department made over 3,850 arrests in 2013.

There were over 1,500 theft crimes reported.

There were 2 homicides in 2013.

### FIRE DEPARTMENT

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

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

Fire Inspectors conducted approximately 1,000 business and construction inspections and over 390 plan reviews.

### LEGAL SERVICES

Among the thousands of legal cases the Legal Services Department prosecuted during 2013, there were:

- 128 DUI's
- 142 Domestic Violence Assaults
- 73 Domestic Violence in Presence of a Child Assaults
- 100 "Other" Category Assaults
- 51 Domestic Violence Criminal Mischiefs
- 53 "Other" Category Criminal Mischiefs
- 44 Violation of Protective Order & Stalking Injunctions
- 633 Retail & Other Thefts
- 83 Disorderly Conducts
- 339 Alcohol Related Crimes
- 490 Drug Related Crimes
- 41 Assault On/Interference with a Police Officer
- 23 Auto Burglaries
- 138 Animal Problems

The most common charges filed were traffic violations which included over 900 cases of driving without insurance or proof of insurance.

### DEVELOPMENT SERVICES

There were 4,094 businesses licensed in the City of Orem in 2013. Of these businesses, 2,454 were commercial and 1,563 were home occupation, and 57 were solicitors.

As of December 2013, there were over 16,250 owner-occupied homes and over 9,800 occupied rental units (including townhomes and condominiums), for a total exceeding 26,000 dwelling units in the city.

There were over 4,500 building inspections completed during 2013.

There were over 900 building permits issued in 2013 with an estimated value exceeding \$83,000,000.

### FACILITIES

The Facilities Section maintains the Senior Center, Public Works, Public Safety, City Center, and Library buildings encompassing approximately 200,000 square feet of floor space.

Employees are still assuming most of the day-to-day chores, e.g. vacuuming, mopping, dusting and carrying out the trash, resulting in an annual savings of approximately \$110,000.

**CITY OF OREM  
ADOPTED BUDGET**

**FISCAL YEAR 2014-2015**

**GENERAL  
FUND**

**CITY OF OREM  
ADOPTED BUDGET**

FISCAL YEAR 2014-2015

**GENERAL FUND REVENUES**

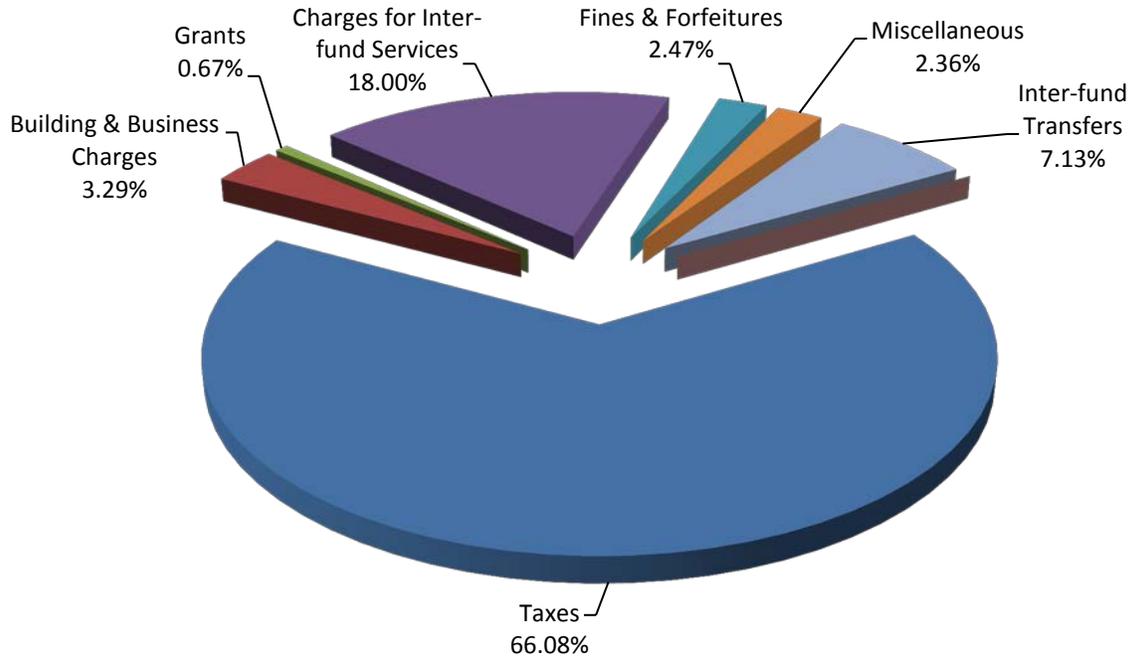
The General Fund is the major operating fund of the City. Its activities are primarily tax supported, although the General Fund does include many charges for services such as building permits and inspections, business licenses, and ambulance services. The General Fund revenues are divided into eight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

<u>Primary Revenue Description</u>	<u>Amount</u>	<u>Percent of Total Revenues</u>
Taxes	\$ 32,511,188	66.07%
Building and Business Services Charges	1,619,500	3.29%
Federal, State and Other Grants	327,500	0.67%
Charges for Inter-fund Services (Administrative), Public Safety, Recreation, and Cemetery Services	8,857,853	18.00%
Fines and Forfeitures	1,217,500	2.47%
Miscellaneous (Interest, Library Charges, etc.)	1,159,969	2.36%
Inter-fund Transfers	3,510,475	7.13%
Appropriations of Surplus	-	0.00%
<b>Total</b>	<b><u><u>\$ 49,203,985</u></u></b>	<b><u><u>100.00%</u></u></b>

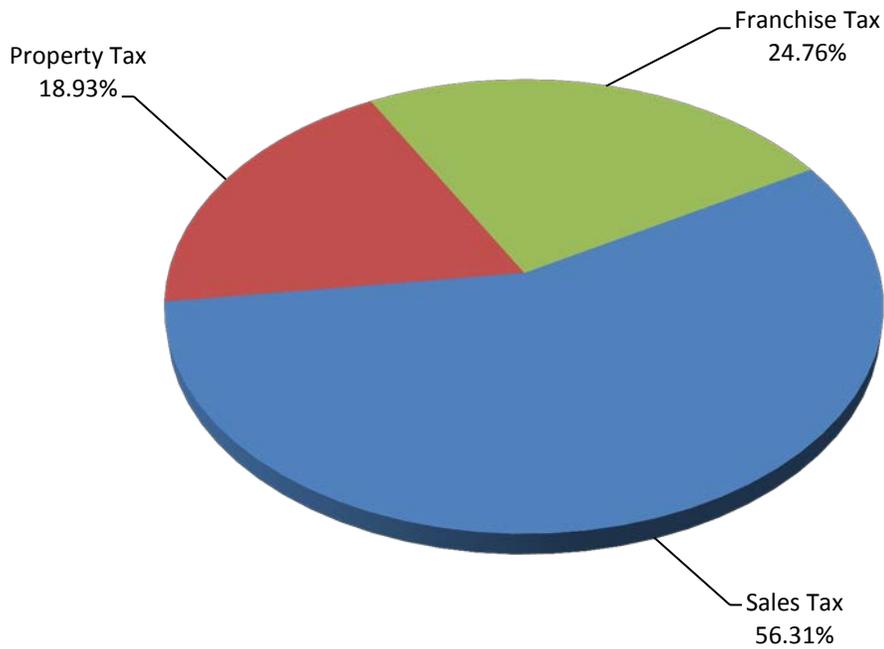
**CITY OF OREM  
ADOPTED BUDGET**

**FISCAL YEAR 2014-2015**

**GENERAL FUND REVENUES**



**GENERAL FUND TAXES**



**CITY OF OREM  
ADOPTED BUDGET**

**FISCAL YEAR 2014-2015**

**GENERAL FUND REVENUES**

<b>REVENUE DESCRIPTION</b>	<b>ACTUAL FY 11 - 12</b>	<b>ACTUAL FY 12 - 13</b>	<b>BUDGET FY 13 - 14</b>	<b>ADOPTED BUDGET FY 14 - 15</b>
<b><u>Taxes</u></b>				
Sales Taxes	\$ 16,453,749	\$ 17,233,172	\$ 17,000,000	\$ 18,200,246
Property Taxes	6,182,288	6,221,778	5,970,000	6,155,942
Franchise Taxes	7,437,757	7,816,920	7,600,000	8,050,000
Transient Room Taxes	98,878	110,510	90,000	105,000
	<u>30,172,672</u>	<u>31,382,380</u>	<u>30,660,000</u>	<u>32,511,188</u>
<b><u>Building &amp; Business Services Charges</u></b>				
Business Licenses & Permits	583,696	581,546	590,000	625,000
Building Permits & Other Related Fees	807,777	952,847	789,500	994,500
	<u>1,391,473</u>	<u>1,534,393</u>	<u>1,379,500</u>	<u>1,619,500</u>
<b><u>Federal, State and Other Grants</u></b>				
Grant - Library Development - CLEF	21,508	19,960	8,000	5,000
Grant - EMPG	13,750	17,500	-	17,500
Grant - LEPC	77,799	92,728	29,500	-
Grant - MCTF - JAG/STFG	619,399	339,061	310,622	200,000
Grant - MCTF - HIDTA - July-Dec	82,417	57,275	-	-
Grant - MCTF - HIDTA - Jan-June	94,421	126,708	181,240	-
Grant - Victims of Crime Act (VOCA)	53,162	52,630	47,592	-
Grant - EMS	10,263	10,022	11,460	5,000
Grant - Municipal Recreation Grant	63,984	33,492	63,917	-
Mountainlands Payment	11,919	14,633	13,000	12,000
Liquor Allotment	88,312	84,400	96,000	88,000
Grant - All Other Grants	204,735	92,491	92,013	-
	<u>1,341,669</u>	<u>940,900</u>	<u>853,344</u>	<u>327,500</u>
<b><u>Charges for Services</u></b>				
Administration Charge	3,331,570	3,359,138	3,476,254	2,894,668
Fees - Impact Fee Administration	41,860	49,342	40,000	45,000
Fees - Planning	68,250	75,700	35,000	65,000
Fees - Passport Program	54,403	75,887	41,500	70,600
Fees - Utility Billing	600,000	600,000	600,000	563,385
Fees - Traffic School & Police Reports	163,376	158,334	160,000	160,000
Fees - E911 Surcharge	659,953	652,092	650,000	650,000
Task Force Revenues - MCTF	196,855	263,271	299,819	150,000
Fees - Lindon & Vineyard Fire/Dispatch Services	1,460,288	1,460,288	1,469,681	1,628,500
Fees - Ambulance Services	1,390,755	1,408,457	1,204,000	1,330,000
Fees - Police Services - Other	184,291	192,030	172,000	174,000
Fees - Fire Services - Other	23,237	30,956	24,500	61,000
Fees - Justice Court	140,359	129,064	128,500	151,000
Fees - Recreation Programs	334,112	345,632	324,450	339,700
Fees - Cemetery	448,352	514,684	465,000	520,000
Fees - Utility Activation	55,625	53,624	55,000	55,000
	<u>9,153,286</u>	<u>9,368,499</u>	<u>9,145,704</u>	<u>8,857,853</u>

**CITY OF OREM  
ADOPTED BUDGET**

**FISCAL YEAR 2014-2015**

<b>REVENUE DESCRIPTION</b>	<b>ACTUAL FY 11 - 12</b>	<b>ACTUAL FY 12 - 13</b>	<b>BUDGET FY 13 - 14</b>	<b>ADOPTED BUDGET FY 14 - 15</b>
<b><u>Fines and Forfeitures</u></b>				
Fines - District Court	\$ 85,402	\$ 50,190	\$ 25,000	\$ 25,000
Fines - Alcohol	-	-	-	500
Fines - Nuisance Abatement	1,251	102	-	500
Fines - Parking Tickets	37,952	31,757	35,000	24,000
Fines - Library	66,678	69,215	65,000	65,000
Fines - Justice Court	1,105,262	1,093,881	1,077,000	1,102,500
	<u>1,296,545</u>	<u>1,245,145</u>	<u>1,202,000</u>	<u>1,217,500</u>
<b><u>Miscellaneous Revenues</u></b>				
Interest and Investment Earnings	128,172	104,055	212,500	232,500
Rental and Lease Revenues	692,302	727,998	717,101	674,719
Sale of Fixed Assets	46,850	14,410	15,000	20,000
Library Sales and Fees	243,128	242,398	248,833	197,250
Miscellaneous Revenues	554,857	454,094	37,209	35,500
Capital Lease Revenues	524,783	-	26,454	-
	<u>2,190,092</u>	<u>1,542,955</u>	<u>1,257,097</u>	<u>1,159,969</u>
<b><u>Inter-fund Transfers</u></b>				
Contributions from Other Funds	2,299,416	2,565,915	2,273,221	3,510,475
	<u>2,299,416</u>	<u>2,565,915</u>	<u>2,273,221</u>	<u>3,510,475</u>
<b><u>Appropriations of Surplus</u></b>				
App Surp - Vehicle & Equipment Replacement	-	-	125,000	-
App Surp - C/O Historic Preservation Commission	-	-	1,043	-
App Surp - C/O Miscellaneous Accounts	-	-	267,269	-
App Surp - Sub for Santa	-	-	3,000	-
App Surp - C/O Capital Projects	-	-	329,063	-
App Surp - C/O Purchases @ FYE	-	-	338,015	-
App Surp - Library Videos	-	-	102,220	-
App Surp - SCBAEquipment	-	-	600,000	-
App Surp - Operations	-	-	157,000	-
	<u>-</u>	<u>-</u>	<u>1,922,610</u>	<u>-</u>
<b>FUND TOTALS</b>	<b><u>\$ 47,865,152</u></b>	<b><u>\$ 48,580,187</u></b>	<b><u>\$ 48,693,476</u></b>	<b><u>\$ 49,203,985</u></b>

**CITY OF OREM  
ADOPTED BUDGET**

**FISCAL YEAR 2014-2015**

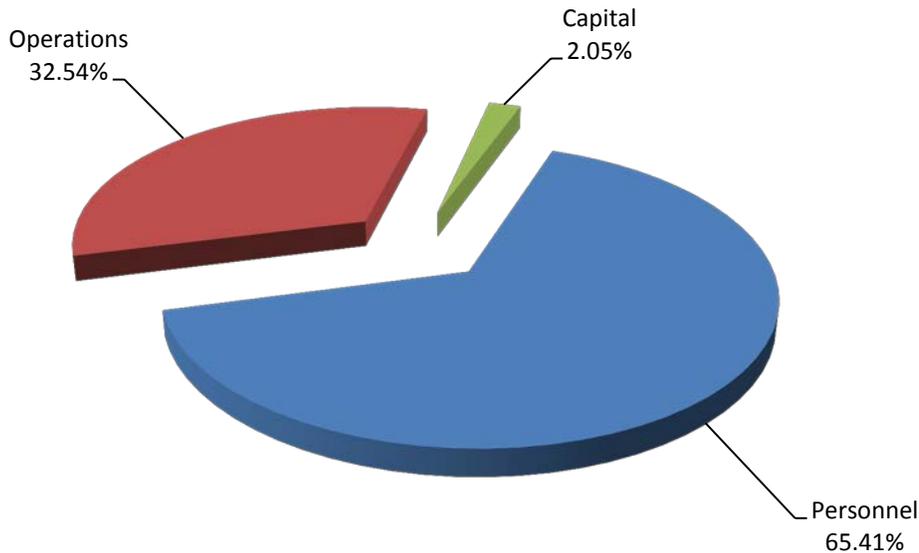
**GENERAL FUND EXPENDITURES**

**Fund Description:** The General Fund is the major operating fund of the City encompassing approximately 53% of all City expenditures. Of this total, approximately 66% of the operating costs are applied to salaries, wages and benefits. The General Fund includes the activities of the following operating departments:

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

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

**General Fund  
Expenditures by Category**



**TOTAL BUDGET = \$49,203,985**

**CITY OF OREM  
ADOPTED BUDGET**

FISCAL YEAR 2014-2015

**GENERAL FUND**

**BUDGET SUMMARY**

**GENERAL FUND**

**FY 2014 - 2015**

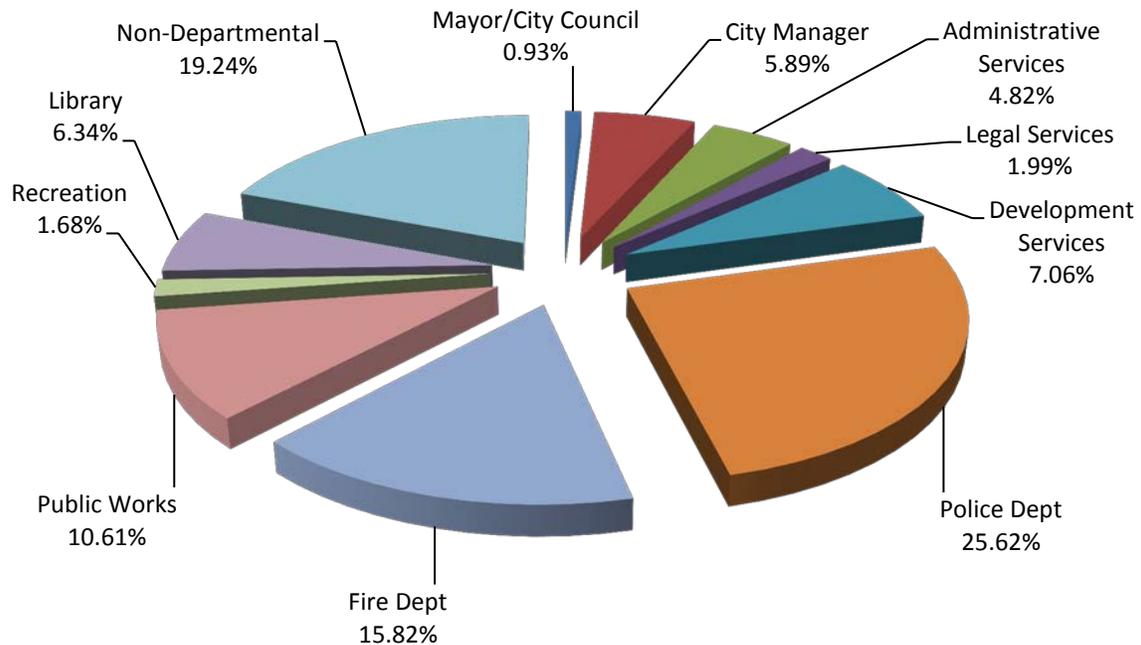
	<b># OF EMP. *</b>	<b>PERSONNEL</b>	<b>OPERATIONS</b>	<b>CAPITAL</b>	<b>TOTAL</b>
Mayor and City Council	7	\$ 273,355	\$ 185,800	\$ -	\$ 459,155
City Manager	20	2,040,480	856,837	-	2,897,317
Administrative Services	20	1,642,001	730,229	-	2,372,230
Legal Services	8	843,637	135,650	-	979,287
Development Services	25	2,308,426	983,964	181,500	3,473,890
Police Department	115	10,943,495	1,630,466	32,000	12,605,961
Fire Department	69	6,747,323	984,584	50,000	7,781,907
Public Works	36	3,739,503	1,386,756	95,000	5,221,259
Recreation	5	631,859	195,353	-	827,212
Library	35	2,596,652	524,620	-	3,121,272
Non-Departmental **	0	415,875	8,398,620	650,000	9,464,495
<b>TOTALS</b>	<b>340</b>	<b>\$ 32,182,606</b>	<b>\$ 16,012,879</b>	<b>\$ 1,008,500</b>	<b>\$ 49,203,985</b>

\* Number of benefitted employees

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

**GENERAL FUND**

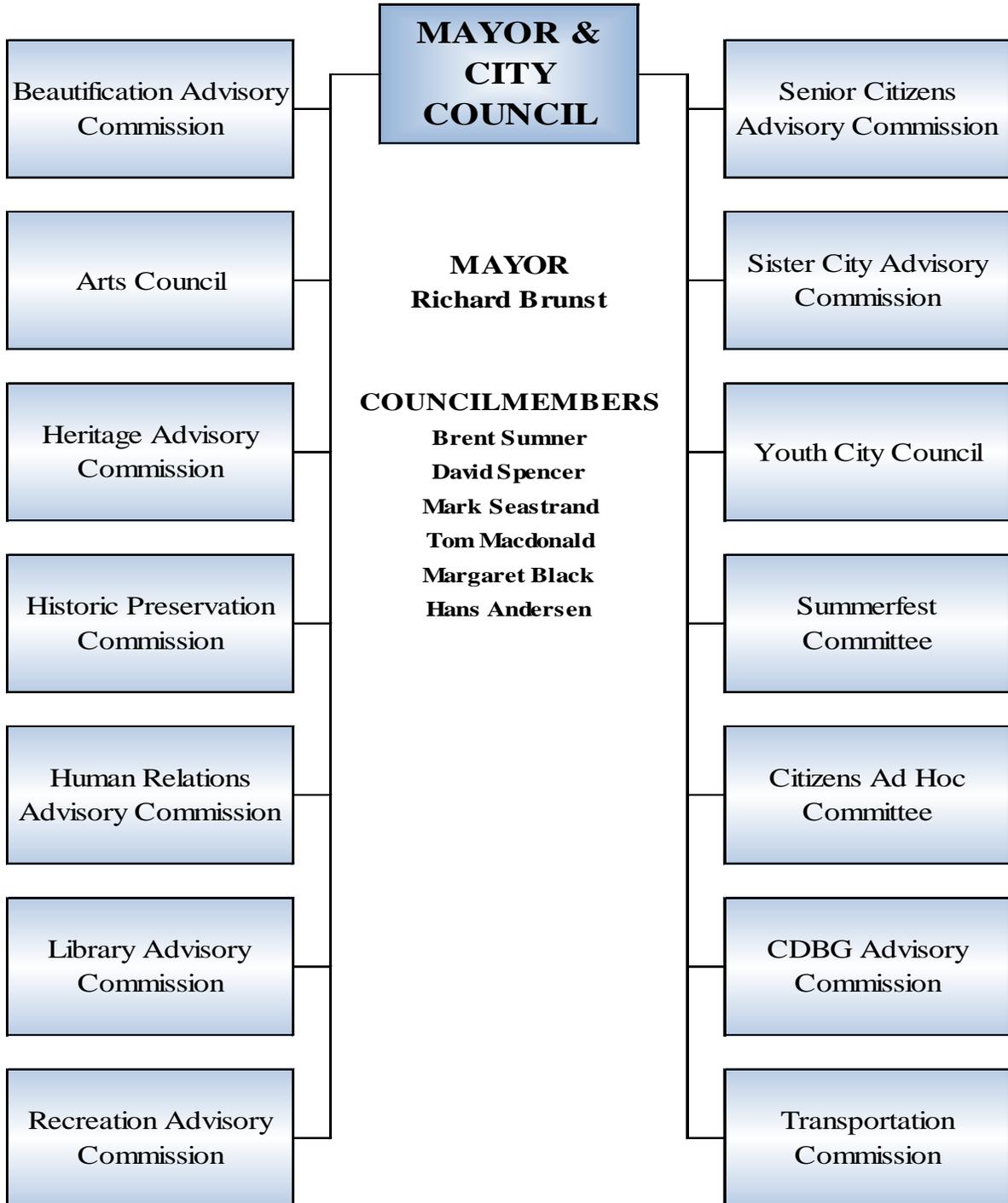
Expenditures by Department



**CITY OF OREM  
ADOPTED BUDGET**

FISCAL YEAR 2014-2015

**MAYOR AND CITY COUNCIL**



**CITY OF OREM  
ADOPTED BUDGET**

**FISCAL YEAR 2014-2015**

**MAYOR AND CITY COUNCIL**

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

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

**Major Accomplishments:**

- Worked closely with the Mountainland Association of Governments (MAG) and the Utah Department of Transportation (UDOT) in the completion of the Murdock Canal Trail.
- Completed seventh round of grants using Cultural Arts and Recreation Enhancement (CARE) Tax.
- Presented a very successful SummerFest Celebration.
- Continued with a series of budget adjustments in an effort to balance the budget in a very difficult economic environment.
- Completed expansion of the water reclamation plant using money from a 0% interest rate loan.
- Continued to fund on-going UTOPIA pledge payments.

**Challenges addressed in this budget:**

- A balanced budget is provided during an ongoing difficult financial environment and after a November 2013 citizen vote that denied a property tax increase which was the first recommended property tax increase for general operations in thirty-six years.

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

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

**Challenges remaining:**

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

**CITY OF OREM  
ADOPTED BUDGET**

FISCAL YEAR 2014-2015

**MAYOR AND CITY COUNCIL**

**BUDGET SUMMARY**

**MAYOR AND CITY COUNCIL**

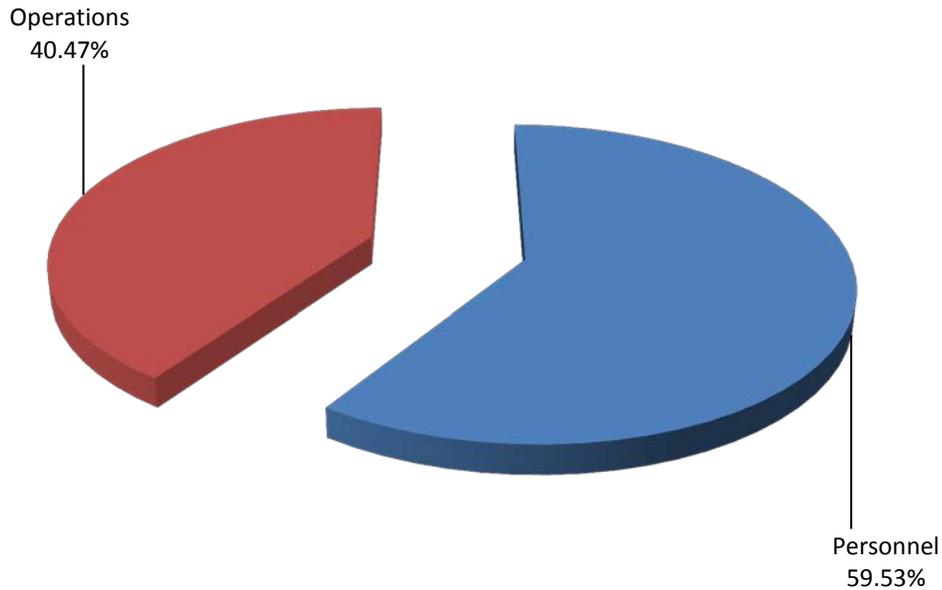
**FY 2014 - 2015**

	<b># OF EMP. *</b>	<b>PERSONNEL</b>	<b>OPERATIONS</b>	<b>CAPITAL</b>	<b>TOTAL</b>
Mayor and City Council	7	\$ 273,355	\$ 78,000	\$ -	\$ 351,355
Community Promotion	0	-	94,500	-	94,500
Advisory Boards & Commissions	0	-	13,300	-	13,300
<b>TOTALS</b>	<b>7</b>	<b>\$ 273,355</b>	<b>\$ 185,800</b>	<b>\$ -</b>	<b>\$ 459,155</b>

\* Number of benefitted employees

**MAYOR & CITY COUNCIL**

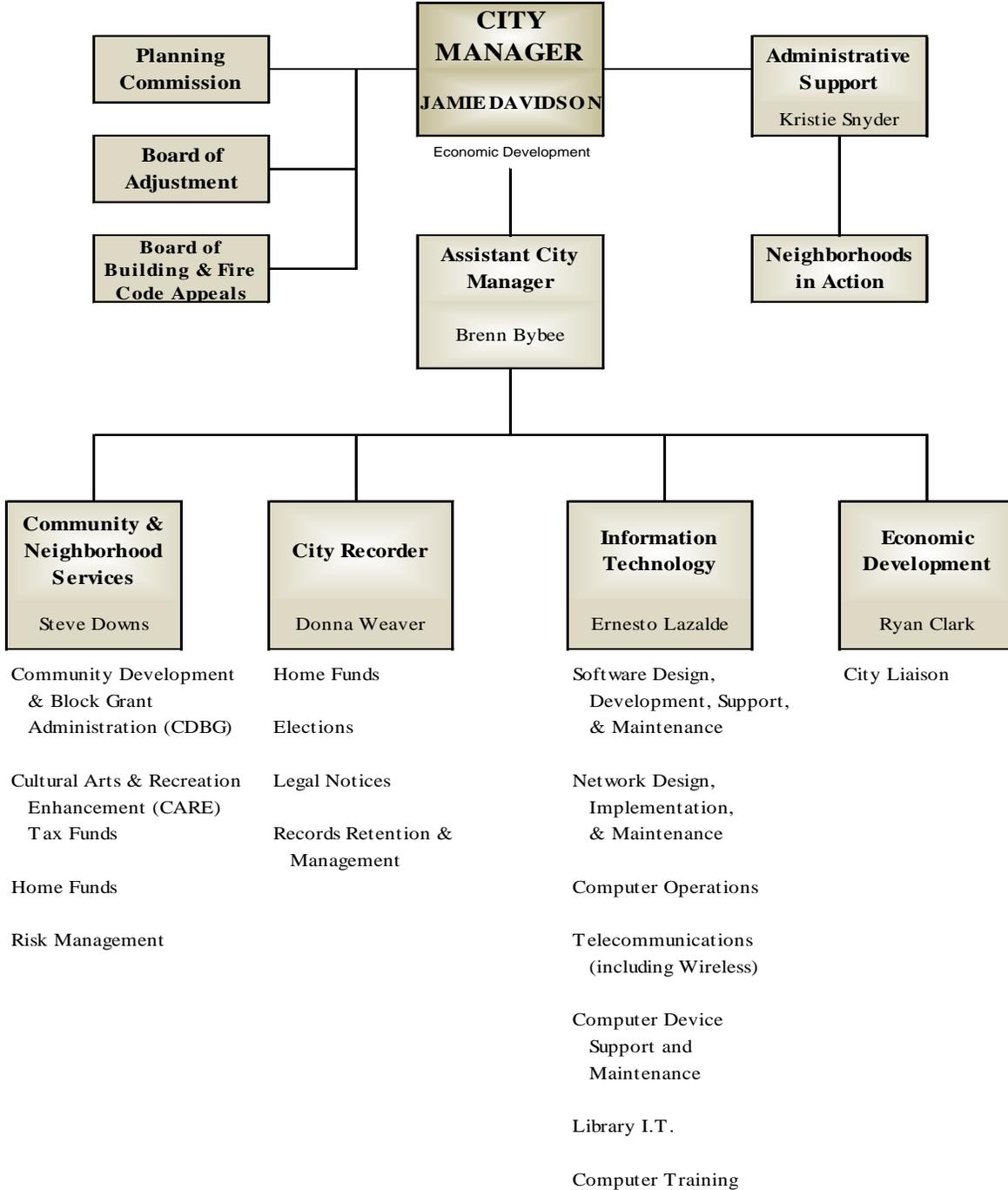
Expenditures by Category



**CITY OF OREM  
ADOPTED BUDGET**

FISCAL YEAR 2014-2015

**CITY MANAGER**



**CITY OF OREM  
ADOPTED BUDGET**

FISCAL YEAR 2014-2015

**CITY MANAGER**

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

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

**Major Accomplishments:**

- Continue to oversee changes to the budget to stabilize expenditures given on-going financial challenges.
- Continue to improve economic development, as a result of the creation of a Division of Economic Development within the City Manager's Office.
- Heritage Commission sponsored Memorial Day and Veterans Day observances.
- Continue to modify the NIA program to account for reductions in program personnel. Continue to staff, train, and work with NIA leaders and neighborhood volunteers.
- Administered the Community Development Block Grant (CDBG) program working with numerous private non-profit organizations. Also, adjusted program funding levels to account for federal sequestration requirements.
- Administered the Cultural Arts and Recreation Enhancement (CARE) Tax program.

**Challenges addressed in this budget:**

- Presented a balanced budget to the City Council during continued difficult financial times.
- Funding of the City's state mandated retirement program.
- Funding of the City's compensation and benefits program. The last time funding was available to address compensation issues was in Fiscal Year 2008-2009.

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

- Changes have been made to a variety of city services and programs to account for limited/stabilizing budget resources and the decision of Orem voters to not fund a property tax increase in November 2013.

**Challenges remaining:**

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

**CITY OF OREM  
ADOPTED BUDGET**

FISCAL YEAR 2014-2015

**CITY MANAGER**

**BUDGET SUMMARY**

**CITY MANAGER**

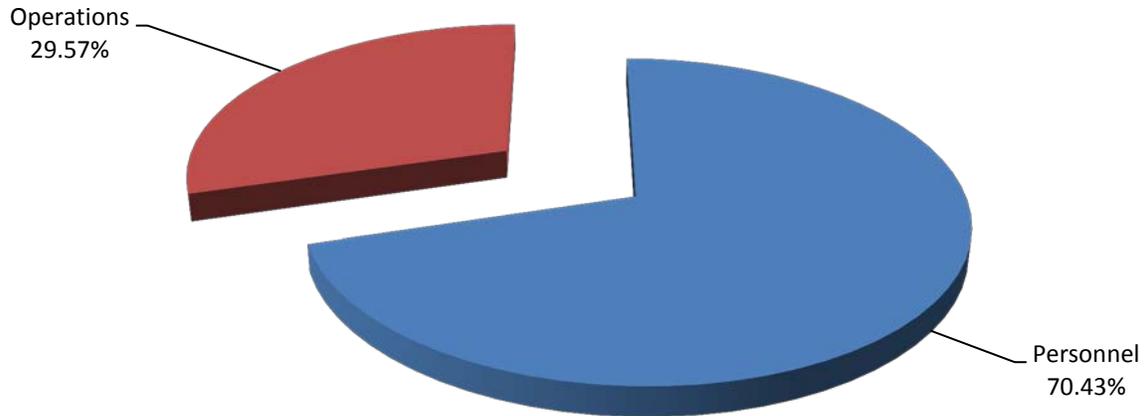
**FY 2014 - 2015**

	# OF EMP. *	PERSONNEL	OPERATIONS	CAPITAL	TOTAL
City Manager's Office	3	\$ 454,113	\$ 74,500	\$ -	\$ 528,613
Neighborhoods in Action	0	-	32,300	-	32,300
Economic Development	2	163,234	22,000	-	185,234
City Recorder	2	187,770	34,550	-	222,320
Information Technology	13	1,235,363	693,487	-	1,928,850
<b>TOTALS</b>	<b>20</b>	<b>\$ 2,040,480</b>	<b>\$ 856,837</b>	<b>\$ -</b>	<b>\$ 2,897,317</b>

\* Number of benefitted employees

**CITY MANAGER**

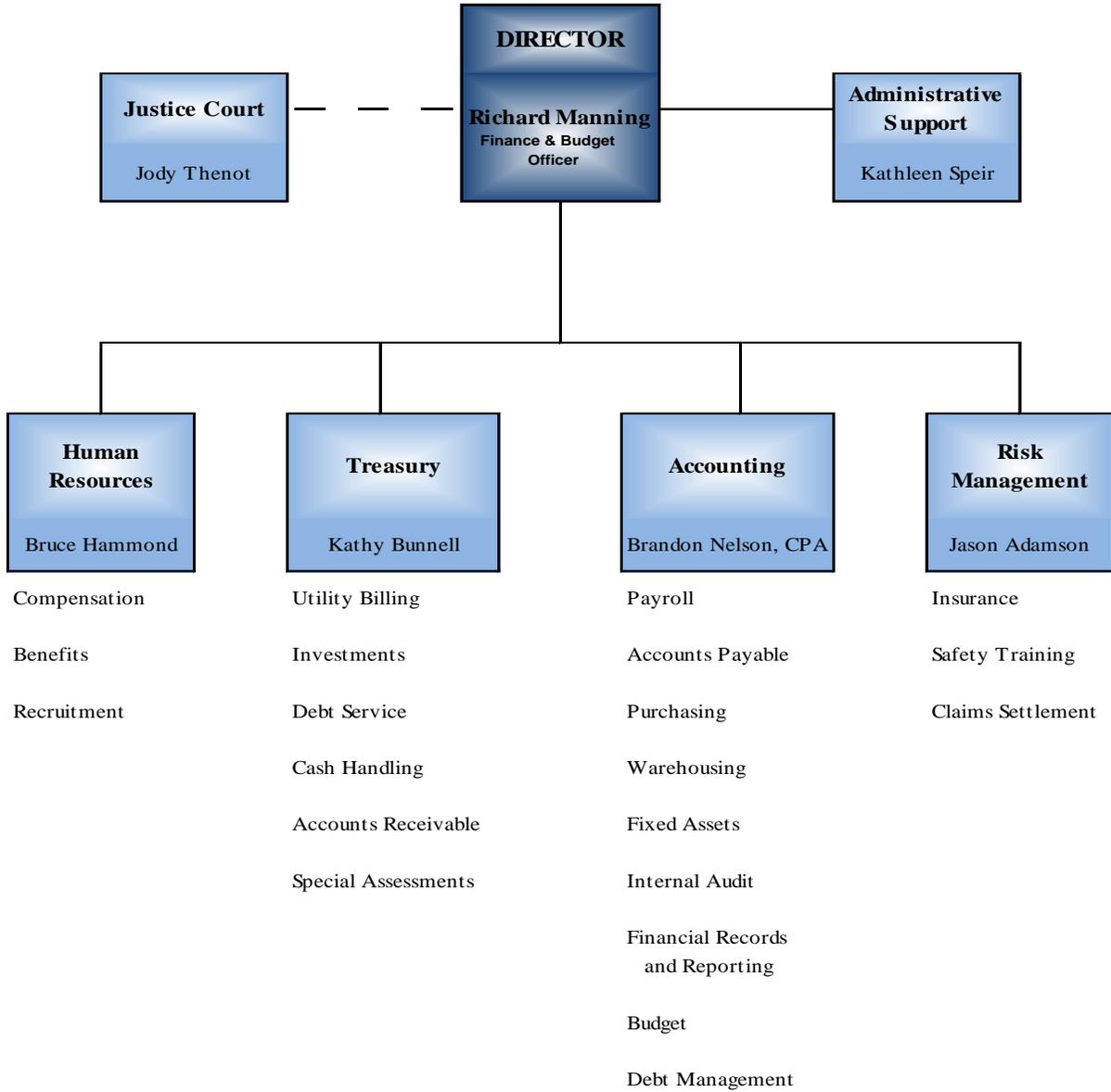
Expenditures by Category



**CITY OF OREM  
ADOPTED BUDGET**

FISCAL YEAR 2014-2015

**ADMINISTRATIVE SERVICES**



**CITY OF OREM  
ADOPTED BUDGET**

FISCAL YEAR 2014-2015

**ADMINISTRATIVE SERVICES**

**Description:** The Administrative Services Department provides treasury, accounting, human resources, and risk management services to all departments of the City along with the administration of the Justice Court. The Administrative Services Department includes the following divisions:

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

**Major Accomplishments:**

- Modified and re-tooled the budget preparation process.
- Received the Comprehensive Annual Financial Report (CAFR) Award of Excellence in Financial Reporting for the 25<sup>th</sup> consecutive year.
- Revised the City's compensation program.
- Performed five year job description and internal job evaluation review.
- Enhanced efforts to collect overdue utility bills.
- Streamlined sign up for Traffic School so that information need only be entered once.

**Challenges addressed in this budget:**

- Budget decisions based upon budget guidelines.
- Continued revision of budget appearance and clarity of the budget message.
- In November 2013, the residents voted not to increase property taxes to maintain current operational levels. This budget adjusts operational service levels to balance revenue, operations, and capital replacement demands.
- Additional funding for the Justice Court to increase hours to match increasing workload.

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

- Reduced ability to pay costs for extra mailing items in utility bills.
- Eliminated City-wide employee recognition program.
- Eliminated City-wide employee tuition assistance program.

**Challenges remaining:**

- Assist in a transformation from a manual utility billing meter reading system to an automated system.
- Continue in the process to provide access to City services over the internet.
- Provide employees with necessary training to retain skills.

**CITY OF OREM  
ADOPTED BUDGET**

FISCAL YEAR 2014-2015

**ADMINISTRATIVE SERVICES**

**BUDGET SUMMARY**

**ADMINISTRATIVE SERVICES**

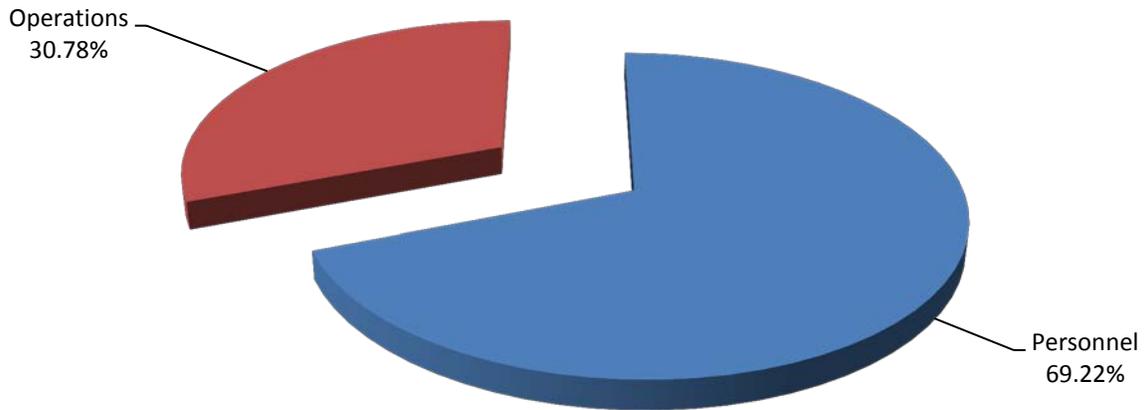
**FY 2014 - 2015**

	<b># OF EMP. *</b>	<b>PERSONNEL</b>	<b>OPERATIONS</b>	<b>CAPITAL</b>	<b>TOTAL</b>
Administrative Services Administration	2	\$ 248,710	\$ 150,257	\$ -	\$ 398,967
City Treasurer	1	101,491	10,650	-	112,141
Utility Billing	4	203,507	243,800	-	447,307
Accounting	3	253,885	14,200	-	268,085
Human Resources	3	276,900	102,500	-	379,400
Justice Court	7	557,508	208,822	-	766,330
<b>TOTALS</b>	<b>20</b>	<b>\$ 1,642,001</b>	<b>\$ 730,229</b>	<b>\$ -</b>	<b>\$ 2,372,230</b>

\* Number of benefitted employees

**ADMINISTRATIVE SERVICES**

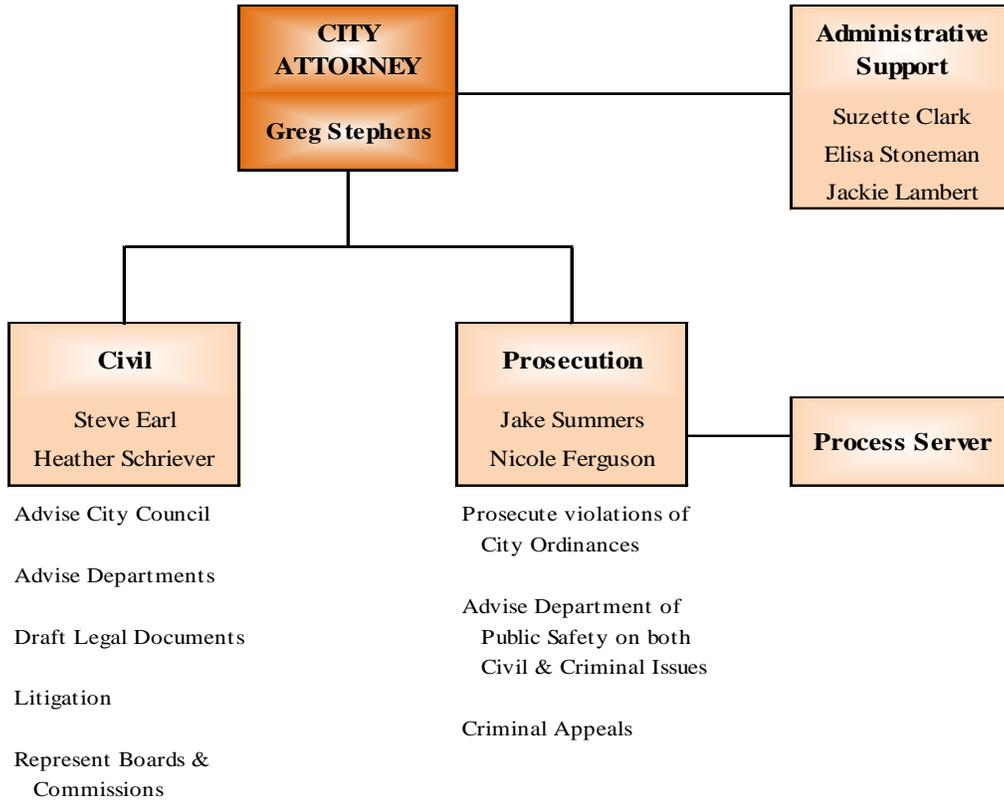
Expenditures by Category



**CITY OF OREM  
ADOPTED BUDGET**

**FISCAL YEAR 2014-2015**

**LEGAL SERVICES**



**CITY OF OREM  
ADOPTED BUDGET**

**FISCAL YEAR 2014-2015**

**LEGAL SERVICES**

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

- Administration
- Prosecution
- Civil

**Major Accomplishments:**

- Completed legal work related to the Williams Farm and Palisade Park properties.
- Worked on all lawsuits and claims against the City.
- Researched multiple legal issues, including elections, ballot propositions, open meetings, water law, personnel, form of government, bid procedures, asset forfeitures, weapons, fees, CARE, UTOPIA/UIA, zoning, GRAMA, budget, sober living homes, evidence, domestic violence, CEDO, HUD, EMS licenses, 1<sup>st</sup> Amendment, billboards, ethics, municipal ethics commission, Governmental Immunity Act, wastewater pretreatment, non-conforming uses, special improvement districts, and referenda.
- Drafted, negotiated, and reviewed multiple and various agreements and easements.
- Provided legal counsel on numerous records requests under GRAMA and worked on GRAMA appeals.
- Advised departments and did legal work on numerous personnel issues and researched several HR issues.
- Provided legal training to City employees and staff support for the Orem Youth Council.
- Did legal work related to CARE, Summerfest, and the Timpanogos Storytelling Festival.
- Drafted/revised policies for the cemetery, use of recreation areas, CERT, and the employee handbook.
- Researched and drafted numerous ordinances, including the sign ordinance, CARE tax reauthorization, cemetery, business license, zoning, and the following PD zones: PD-32 (Senior Independent Living), PD-33 (Transit Oriented Development), PD-34 (University Mall), PD-35 (Windsor Court), PD-36 (Williams Farm), PD-37 (Legacy at Orem), PD-38 (Summit Ridge), and PD-39 (Cascade Village).
- Researched/reviewed land use issues related to subdivision plats and site plans, reasonable accommodation requests under the Fair Housing Act, and sober living homes.
- Prosecuted misdemeanor cases in both the Justice Court and the 4<sup>th</sup> District Court in Spanish Fork.
- Presented at meetings for State-wide professional organizations.

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

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

**Challenges addressed in this budget:**

- Funding for an outside legal contract to reduce backlog of workload.

**Challenges remaining:**

- Finding the funding to get back up to previous staffing and service levels.
- Converting to paperless filing and meeting mandatory court e-filing requirements.

**CITY OF OREM  
ADOPTED BUDGET**

FISCAL YEAR 2014-2015

**LEGAL SERVICES**

**BUDGET SUMMARY**

**LEGAL SERVICES**

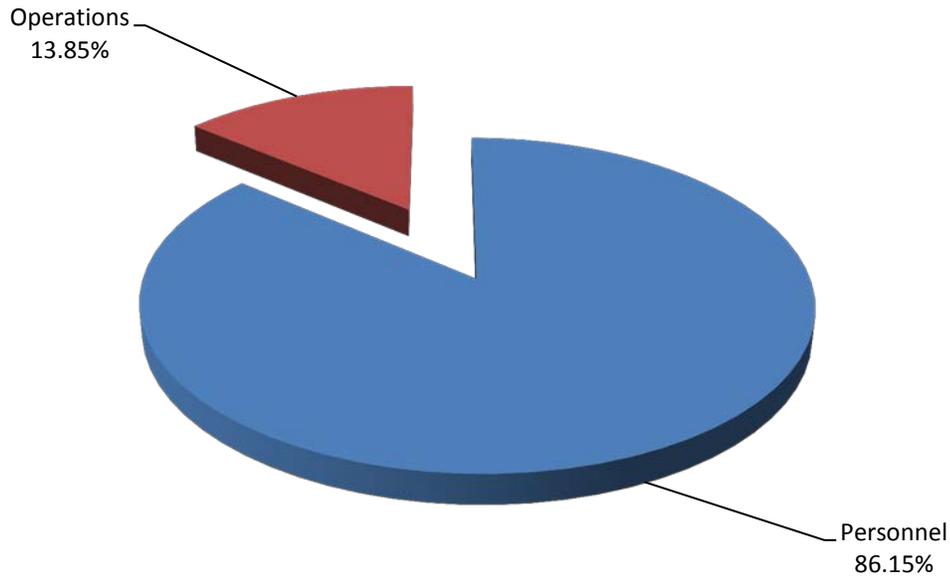
**FY 2014 - 2015**

	<b># OF EMP. *</b>	<b>PERSONNEL</b>	<b>OPERATIONS</b>	<b>CAPITAL</b>	<b>TOTAL</b>
Legal Services Administration	3	\$ 310,913	\$ 51,400	\$ -	\$ 362,313
Prosecution	3	282,782	67,000	-	349,782
Civil	2	249,942	17,250	-	267,192
<b>TOTALS</b>	<b>8</b>	<b>\$ 843,637</b>	<b>\$ 135,650</b>	<b>\$ -</b>	<b>\$ 979,287</b>

\* Number of benefitted employees

**LEGAL SERVICES**

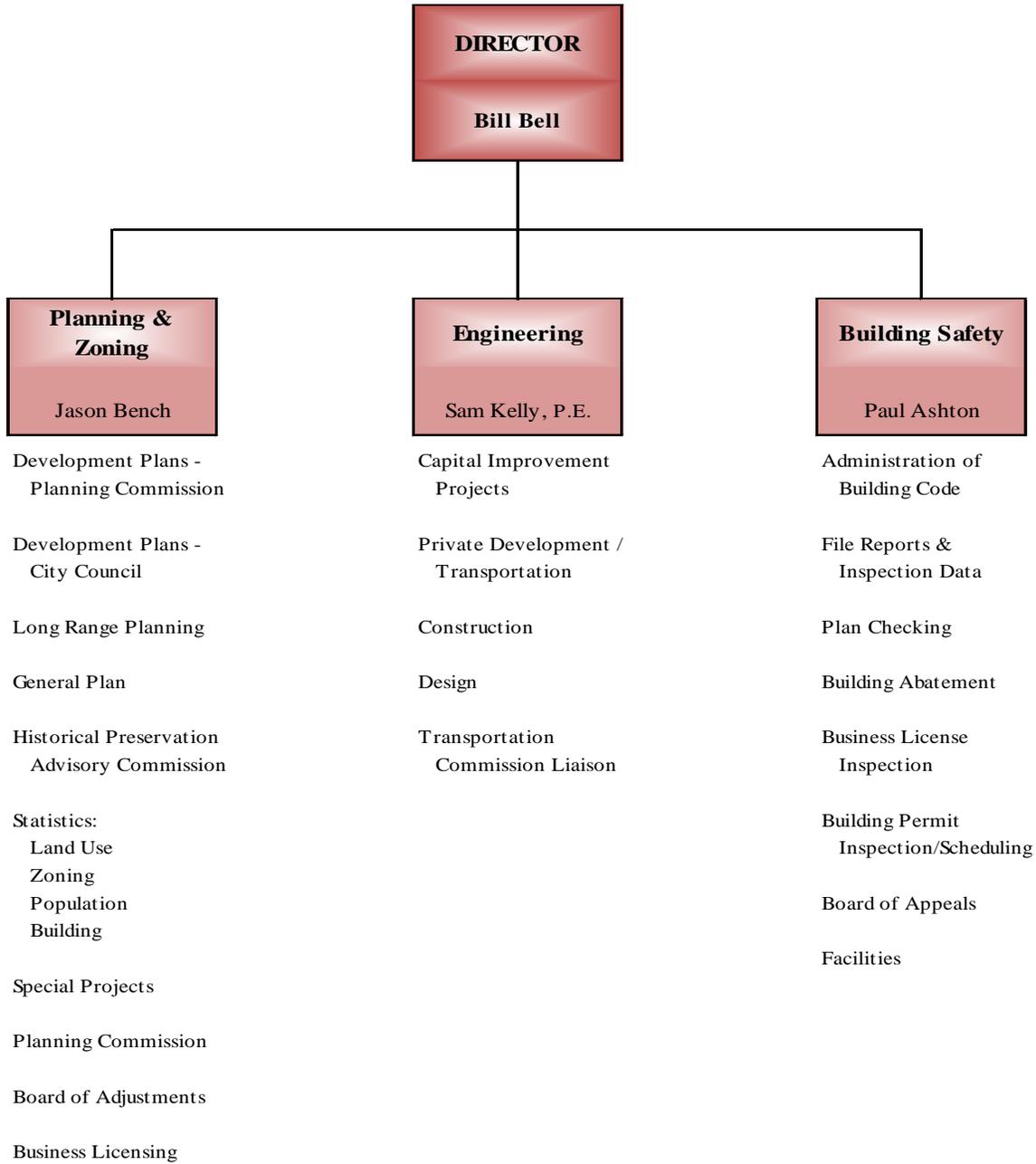
Expenditures by Category



**CITY OF OREM  
ADOPTED BUDGET**

**FISCAL YEAR 2014-2015**

**DEVELOPMENT SERVICES**



**CITY OF OREM  
ADOPTED BUDGET**

FISCAL YEAR 2014-2015

**DEVELOPMENT SERVICES**

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

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

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

- Building Safety:
  - Conducted over 4,500 building safety inspections. Approximately 11% of these inspections were completed on the same day as the request, 88% were completed within twenty-four hours of the request, and 1% were completed within forty-eight hours of the request.
  - Issued over 800 building permits.
- Planning and Zoning:
  - Processed 174 Development Review Committee applications. The Planning Commission reviewed/approved 75 of these applications while the City Council reviewed 38 of them.
  - Staff reviewed/approved over 60 Administrative and Temporary site plans.
  - The Planning Commission and City Council considered 1 General Plan amendment in 2013.
- Business Licensing:
  - Processed over 700 new business license applications.
  - Processed over 4,000 business license renewals.
- Engineering:
  - Over 1,000 construction inspections were performed.
  - Issued over 950 construction permits.
  - Staff monitored over 300 subdivision and site plans in various stages of completion in 2013.
- Building Maintenance:
  - Responded to over 200 requests for service from staff throughout the city. This is in addition to regular maintenance/cleaning.

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

- Designed/Processed and Coordinated the following projects:
  - Sewer line rehabilitations.
  - Street crack and slurry seal projects.
  - Orem Boulevard & 1200 South micro-surfacing project.
  - 1200 West asphalt overlay & 2000 North roadway reconstruction.
  - Lindon Hollow Creek improvements.
  - Williams Farm detention basin.

**CITY OF OREM  
ADOPTED BUDGET**

**FISCAL YEAR 2014-2015**

- Center Street water and sewer project.
- 1000 East water main and storm drain reconstruction.
- 800 North trail connecting Murdock Canal to Provo Canyon Trail.
- Various roadway repairs.

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

- Designed/Processed and/or Coordinated the following projects:
  - UVU traffic signal.
  - Murdock Canal Trail.

**Challenges addressed in this budget:**

- Complete engineering for upcoming water, sewer, storm drain, and other capital improvement projects.
- Provide dedicated engineering staff for ongoing Private Development, CIP and miscellaneous projects.
- Continue to install sidewalks in residential areas of the City.
- Fund the purchase of two rover units.
- Fund various City Center security improvements.
- Provides funding for major electrical repairs at all three Orem fire stations.
- Provides funding to replace a non-functioning air conditioning unit in Fire Station #3.

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

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

**Challenges remaining:**

- Improve transportation through street improvements, trails, bike paths, mixed uses and mass transit.
- Implement Southwest Area Transportation Study (SWATS) recommendations.
- Finalizing impact fees for the future annexation in the southwest area of the city.
- Provide funding for Traffic Management Program (TMP).
- Address Sleepy Ridge Municipal Golf Course residential development.
- Install street lights throughout the City in the remaining special lighting districts.
- Complete all missing sidewalks within the City.
- Coordinate with Vineyard as development occurs.
- Create master plan for Geneva Road and surrounding areas.
- Implementing the utility master plans to accommodate for future development.
- Repairing many building maintenance issues.
- Development of State Street corridor master plan.
- Performing city-wide analysis impact of high-density apartments.

**CITY OF OREM  
ADOPTED BUDGET**

FISCAL YEAR 2014-2015

**DEVELOPMENT SERVICES**

**BUDGET SUMMARY**

**DEVELOPMENT SERVICES**

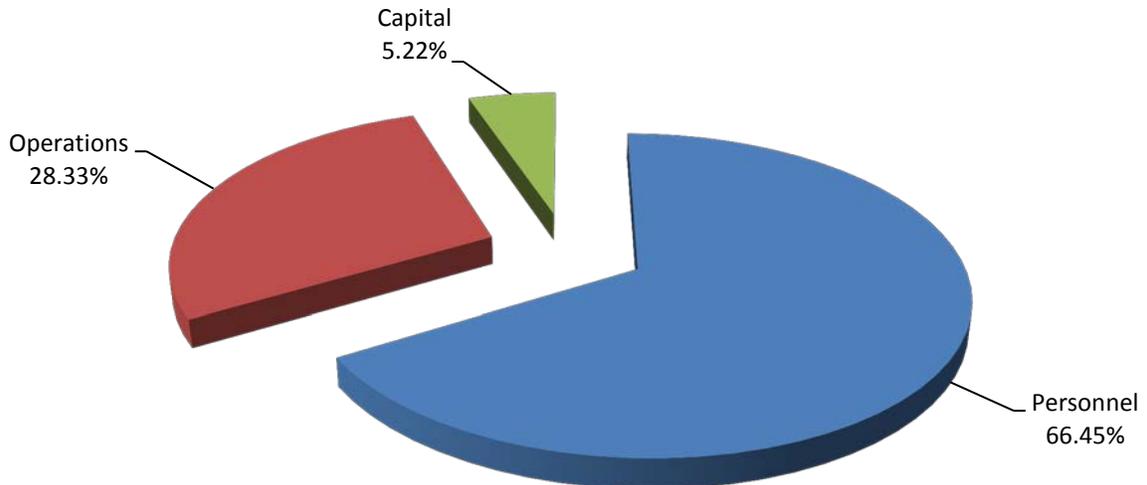
**FY 2014 - 2015**

	<b># OF EMP. *</b>	<b>PERSONNEL</b>	<b>OPERATIONS</b>	<b>CAPITAL</b>	<b>TOTAL</b>
Development Services Administration	1	\$ 156,524	\$ 21,950	\$ -	\$ 178,474
Planning	5	478,073	8,050	-	486,123
Business Licensing	1	57,547	14,700	-	72,247
Engineering	1	121,340	29,890	-	151,230
Construction	2	210,670	10,450	-	221,120
Design	3	256,774	22,150	58,000	336,924
Transportation / PD Development	2	233,857	10,800	-	244,657
Building Safety	8	612,527	56,649	-	669,176
Facilities	2	181,114	809,325	123,500	1,113,939
<b>TOTALS</b>	<b>25</b>	<b>\$ 2,308,426</b>	<b>\$ 983,964</b>	<b>\$ 181,500</b>	<b>\$ 3,473,890</b>

\* Number of benefitted employees

**DEVELOPMENT SERVICES**

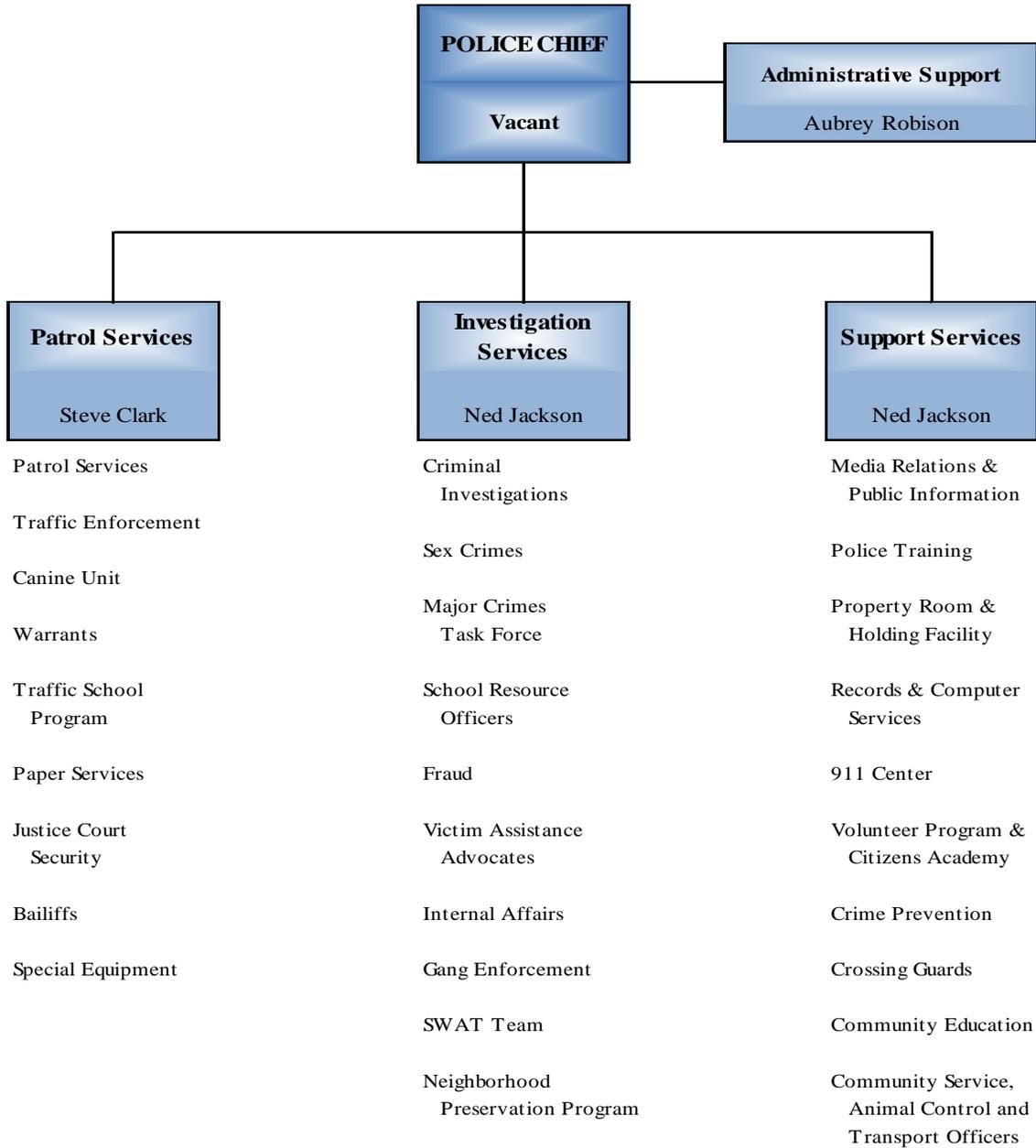
Expenditures by Category



**CITY OF OREM  
ADOPTED BUDGET**

FISCAL YEAR 2014-2015

**POLICE DEPARTMENT**



**CITY OF OREM  
ADOPTED BUDGET**

**FISCAL YEAR 2014-2015**

**POLICE DEPARTMENT**

**Description:** The Police Department provides police, investigation, and support services. The Department includes the following divisions:

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

**Major Accomplishments:**

- Improved citizen social media contacts and interactions through various online sources.
- Certified two detectives in two additional systems to track child pornography.
- Upgraded cell phone forensic toolkit (grant funded).
- Upgraded Voice Stress Analysis System and certified three officers in that expertise (grant funded).
- Continuation of Dispatch Quality Assurance System and online dispatch training.

**Challenges addressed in this budget:**

- Partial replacement of some aging police cars and patrol laptop computers.
- Reduced overtime costs by creating an online traffic school option.
- Funded annual body armor allocation to replace on a more regular basis.
- Replaced twelve portable radios.

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

- The reduction in personnel has impacted our ability to respond effectively and efficiently to the needs of Orem citizens in a timely manner.
- Current employees have been required to absorb additional work responsibilities.
- Aging vehicles and computer equipment.
- Decreased traffic enforcement abilities

**Challenges remaining:**

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

**CITY OF OREM  
ADOPTED BUDGET**

**FISCAL YEAR 2014-2015**

**POLICE DEPARTMENT**

**BUDGET SUMMARY**

**POLICE DEPARTMENT**

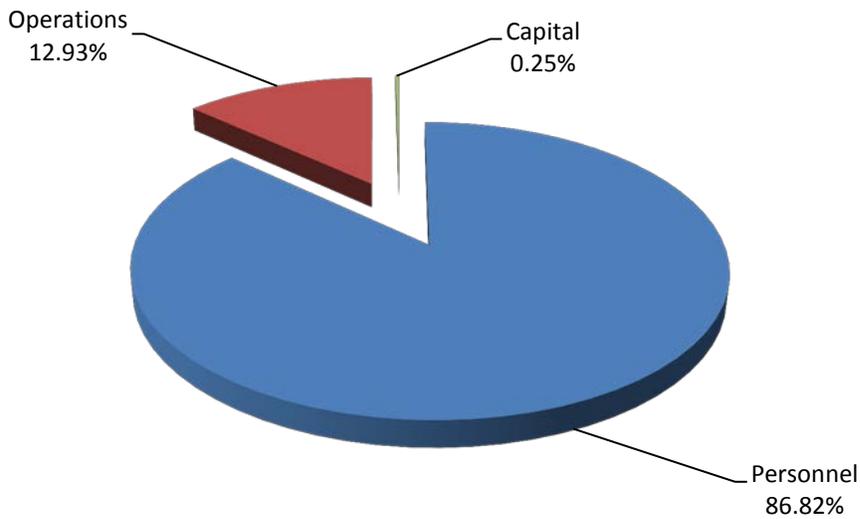
**FY 2014 - 2015**

	# OF EMP. *	PERSONNEL	OPERATIONS	CAPITAL	TOTAL
Public Safety Administration	2	\$ 258,222	\$ 180,156	\$ -	\$ 438,378
Patrol Services	52	5,190,745	532,210	-	5,722,955
Alcohol Enforcement	1	88,645	11,646	-	100,291
Investigation Services	22	2,378,443	123,286	-	2,501,729
Major Crimes Task Force	1	124,131	222,000	5,000	351,131
Victims/Childrens Assistance	2	133,590	7,800	-	141,390
Support Services	9	976,209	91,158	-	1,067,367
Communications	19	1,250,085	298,545	27,000	1,575,630
Animal Control	2	120,570	126,265	-	246,835
Community Education	2	234,954	24,650	-	259,604
Dispatch Services - Lindon	3	187,901	12,750	-	200,651
<b>TOTALS</b>	<b>115</b>	<b>\$ 10,943,495</b>	<b>\$ 1,630,466</b>	<b>\$ 32,000</b>	<b>\$ 12,605,961</b>

\* Number of benefitted employees

**POLICE DEPARTMENT**

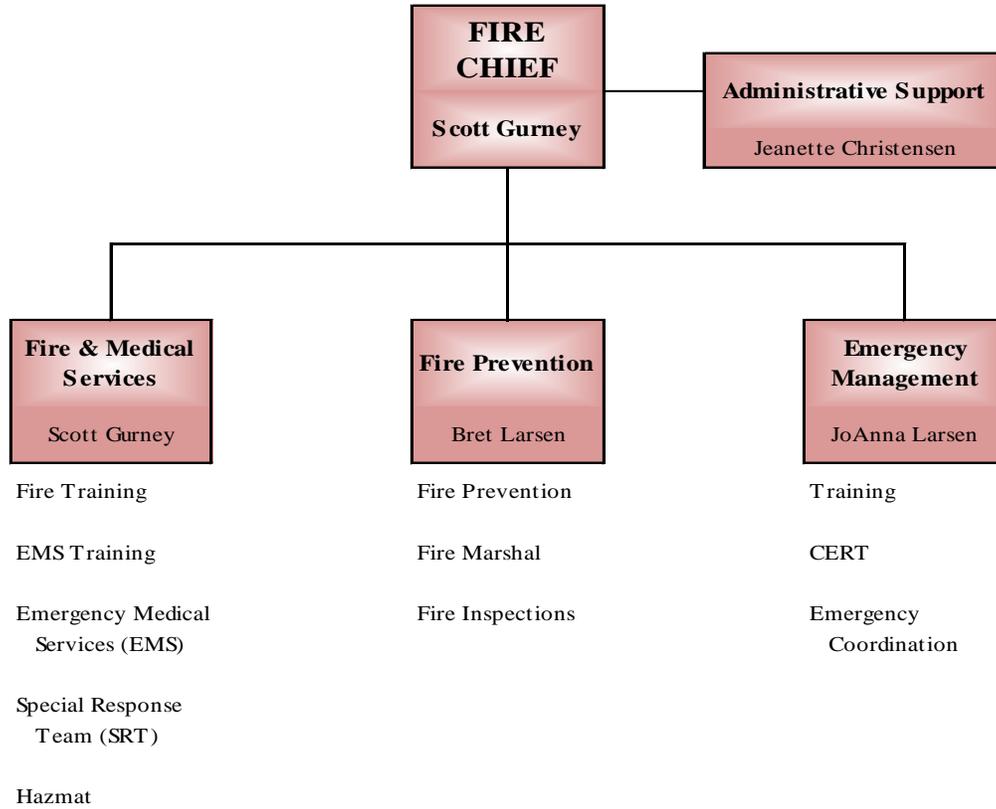
Expenditures by Category



**CITY OF OREM  
ADOPTED BUDGET**

FISCAL YEAR 2014-2015

**FIRE DEPARTMENT**



**CITY OF OREM  
ADOPTED BUDGET**

**FISCAL YEAR 2014-2015**

**FIRE DEPARTMENT**

**Description:** The Fire Department provides fire, emergency medical, fire prevention, and emergency management services. The Department includes the following divisions:

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

**Major Accomplishments:**

- Certified two paramedics as Special Function Officers for their responsibilities on the SWAT team.
- Replaced one ambulance and a Battalion Chief's command vehicle.
- Purchased Four-Gas monitoring equipment and a FLIR thermal imaging camera.
- Completed rapid intervention training and Fire Officer promotional testing.

**Challenges addressed in this budget:**

- Provides annual ambulance/engine and SCBA equipment replacement funding.
- Provides funding for emergency mass communications software system.
- Provides funding for required maintenance and upgrading of the Holmatro extrication equipment.

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

- The construction of Fire Station #4 budgeted in Fiscal Year 2008-2009 continues to be delayed.
- The reduction in personnel has impacted our ability to respond effectively and efficiently to the needs of Orem citizens in a timely manner.
- Current employees have been required to absorb additional work responsibilities.
- Aging Fire vehicles and computer equipment.
- Reduced ability to have a fifth advanced life support (ALS) ambulance in service.

**Challenges remaining:**

- Reinstating funding for construction and staffing of Fire Station #4.
- Replacing all Fire Department portable radios.
- Maintaining operational levels to meet community service demands after a reduction in personnel.

**CITY OF OREM  
ADOPTED BUDGET**

FISCAL YEAR 2014-2015

**FIRE DEPARTMENT**

**BUDGET SUMMARY**

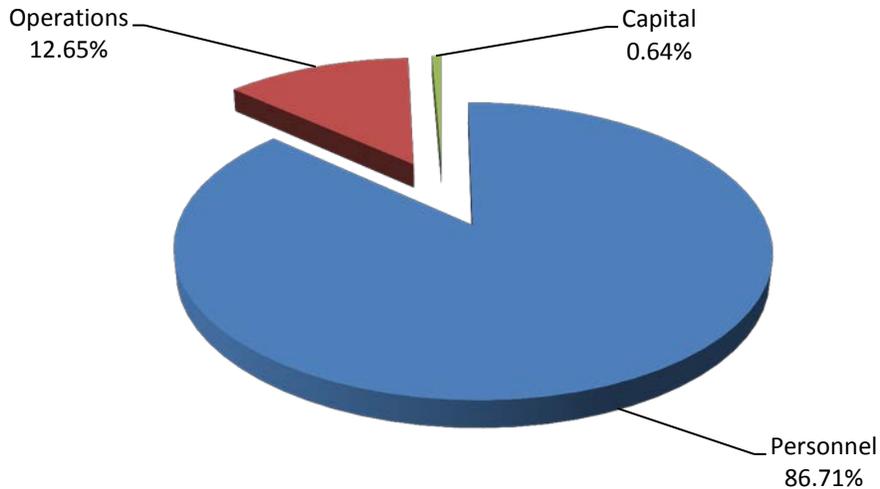
**FIRE DEPARTMENT**

**FY 2014 - 2015**

	<b># OF EMP. *</b>	<b>PERSONNEL</b>	<b>OPERATIONS</b>	<b>CAPITAL</b>	<b>TOTAL</b>
Fire & Medical Services	54	\$ 5,487,605	\$ 804,883	\$ 50,000	\$ 6,342,488
Fire Prevention	2	195,627	17,758	-	213,385
EMS State Grant	0	-	5,000	-	5,000
Emergency Management	1	73,204	10,160	-	83,364
Fire Services - Lindon	12	990,887	146,783	-	1,137,670
<b>TOTALS</b>	<b>69</b>	<b>\$ 6,747,323</b>	<b>\$ 984,584</b>	<b>\$ 50,000</b>	<b>\$ 7,781,907</b>

\* Number of benefitted employees

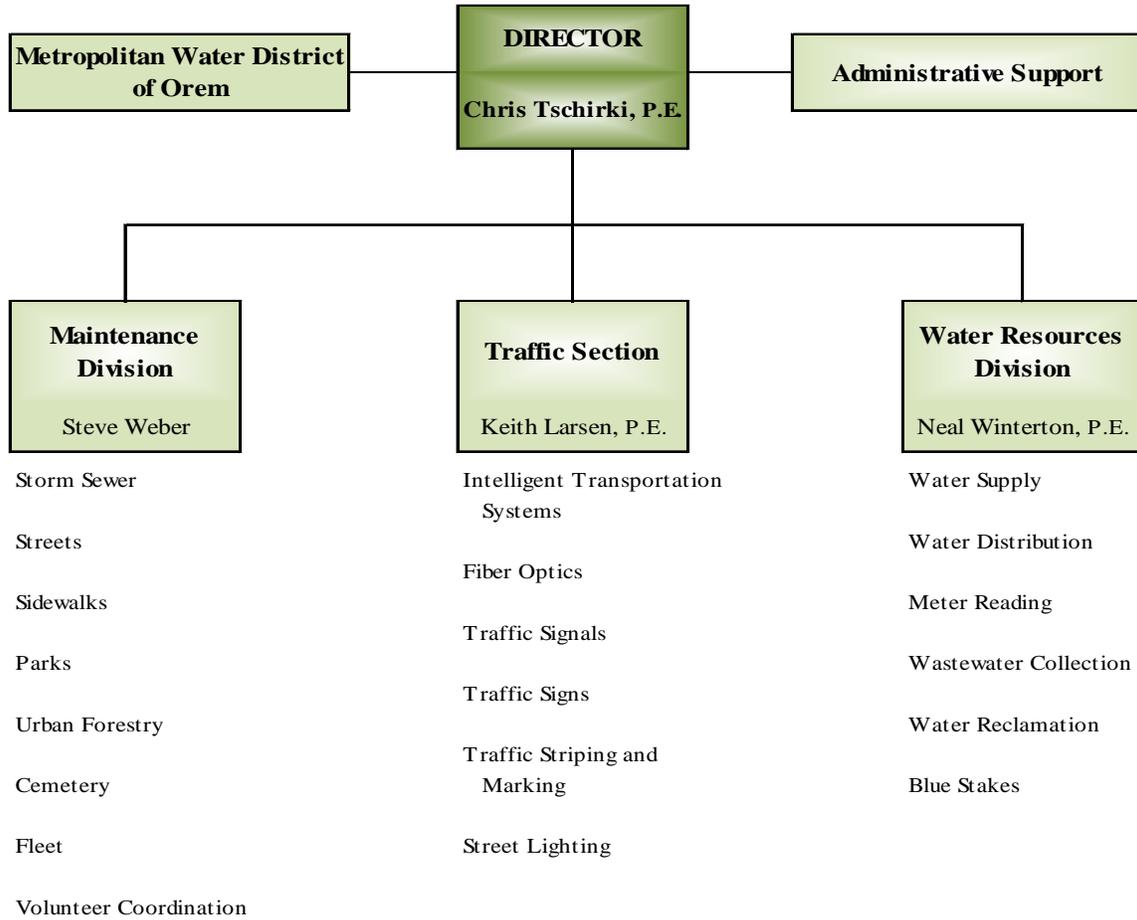
FIRE DEPARTMENT  
Expenditures by Category



**CITY OF OREM  
ADOPTED BUDGET**

FISCAL YEAR 2014-2015

**PUBLIC WORKS**



**CITY OF OREM  
ADOPTED BUDGET**

**FISCAL YEAR 2014-2015**

**PUBLIC WORKS**

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

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

**Major Accomplishments:**

- Maintained 374 miles of water main from 4" to 48" in diameter and 126 miles of service lines ¾" or larger.
- Produced over 9.04 billion gallons of water and collected 1,337 water quality samples.
- Repaired 78 (35 after hours) water main line breaks and 50 (15 after hours) service line leaks.
- Purchased a trailer mounted 600kW generator for backup power at our electric pump house facilities in the event of a power outage.
- The Water Reclamation Facility reclaimed over 2.80 billion gallons of water.
- Distributed 396 dry metric tons (dmt) of biosolids for beneficial use through land application and eliminated the disposal of any biosolids in the landfill.
- Water reclamation collection crews maintained 287 miles of sewer lines by cleaning 229 miles of pipe, video inspecting 32 miles of pipe, repairing 223 manholes and/or sewer line points, raising or lowering 27 manholes, and responding to 113 collection line problem calls of which 3 were in City owned lines.
- The industrial pretreatment program monitored 358 sewer discharge permits, collected and analyzed 3,032 discharge samples, and provided 2,341 industrial sewer user consultations.
- Asphalt crews laid over 5,300 tons of asphalt and rehabilitated over 2.3 miles of road.
- Concrete crews installed or replaced over 7,500 linear feet of sidewalk and 54 ADA ramps.
- City streets had over 30 miles crack sealed, 20 miles slurry sealed, and 2.5 miles micro-surfaced.
- Swept nearly 6,600 street miles and collected 2,300 cubic yards of debris.
- Completed 1330 West storm drain line from Center Street to 200 North.
- Completed the new detention basin and piping at Williams Farm.
- Performed 220 SWPP inspections on 51 new construction sites.
- Sold 380 burial rights and interred 309 people in the cemetery, of which 105 funerals were held on Saturday and 18 were cremations.
- The City's Volunteer Coordinator worked with volunteers completing 157 different projects. More than 1,600 volunteers worked over 4,500 hours to complete these projects. Projects involved boy scouts (8 Eagle

**CITY OF OREM  
ADOPTED BUDGET**

**FISCAL YEAR 2014-2015**

Scout projects), youth groups, church groups, school groups, court hour workers, the Utah County Sheriff's work crew, and "Adopt a Spot" volunteers.

- The Parks Section spent approximately 1,300 hours in the planning, setup, takedown, and cleanup of Orem's Summerfest celebration, the Milestones of Freedom celebration at Scera Park during the Fourth of July weekend, the Timpanogos Storytelling Festival, and the Lights on Celebration in November.
- From March through October of 2013, 20 softball or baseball fields were prepped on a daily basis allowing more than 7,200 ball players to play ball games on the fields.
- The Parks Section also maintains and prepares 25 soccer fields from early March to November with a total of 4,000 soccer players using the fields annually.
- The Parks Section maintains Community Park and Lakeside Park for the nearly 170 soccer games, 2 Lacrosse tournaments, and the State Cup soccer tournament.
- Parks staff mowed over 12,000 acres of turf, spread 1,400 bags of fertilizer (70,000 pounds), applied 2,000 gallons of weed herbicide, spread over 800 pounds of granular pre-emergent herbicide, and planted and removed over 1,500 annual flowers at various parks and buildings. At Mt. Timpanogos Park, 250 one-gallon perennials were also planted.
- The Parks Section hauled and spread 48 tons of field conditioner on the ball fields at Lakeside Park, Orem Elementary, and City Center Park.
- The City applied for and received the Tree City USA award from the National Arbor Day Foundation for the 21<sup>st</sup> consecutive year.
- Completed the 2014 State of the Fleet report.
- Performed over 450 vehicle safety inspections and over 250 emissions tests.
- Traffic Operations completed 1,805 work orders, of which 644 were in street lights, 592 were in traffic and street signs, 423 were in street striping, and 146 were in traffic signals and operations.
- Assisted in the design and construction of UVU's new traffic signal at 1200 West Event Center Drive.
- Designed and modified the alignment of the northwest corner of Orem Boulevard / Center Street intersection, which included the relocation of the signal pole.
- Provided the initial design to Utah County and made modifications to the 400 East 1600 North intersection for Murdock Canal Trail improvements.
- Designed and upgraded the 400 West 1600 North east-to-north left turn to an FYA and eliminated one of the left turn lanes which reduced congestion and delays.
- Replaced 548 bulbs and performed 367 miscellaneous repairs while maintaining 5,213 street lights.
- Painted over 1.4 million feet of center turn lane, travel lane, and shoulder lane lines, red curbs, crosswalks, stop bars, and pavement messages which required more than 7,000 gallons of paint.
- Repaired, replaced, and installed 318 traffic and street signs.
- Completed 88 traffic studies that included volume, turn count, speed, school crossing, and travel time.
- Designed and added over 6 miles of bike lanes for a total of 31.75 miles of bike lanes.

**Challenges addressed in this budget:**

- Increased water rates to cover the increased cost of the Jordanelle water assessment and to comply with the bond debt covenants.
- Maintained the new Murdock Canal Trail right-of-way through Orem.
- Finalized the water, sewer, and storm sewer Master Plan documents and completed the southwest Orem impact fees study for these three utilities.
- Provided funding for additional employees and equipment for the new Palisade Park.
- Includes funding for vehicle replacement.

**CITY OF OREM  
ADOPTED BUDGET**

**FISCAL YEAR 2014-2015**

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

- Delays in street and sidewalk repairs and construction.
- Less part-time, non-benefitted employees and operating supplies causing delays and/or postponements of projects.
- Reduction in sewer collections rehabilitation projects.
- Increases in the areas of maintenance without increases in the operation or personnel budgets.
- Weeds in the flower/shrub beds may go unattended and annual flowers may not be planted.
- Trimming and edging may not take place.
- Parking lots may not be cleaned as often.
- Restrooms may not be cleaned more than once per week.
- Ball fields may only be prepped once per day.

**Challenges remaining:**

- Replacing aging infrastructure in a timely manner.
- Funding for street striping, operating and maintaining traffic signals, and replacing aging electronic equipment.
- Completing Orem's Street Light System in the expired lighting districts.
- Making the Special Service Lighting District self-sustaining.
- Upgrade city street lights to more efficient LED lights and reduce power costs by more than 60%.
- Completing FHWA mandated changes to traffic sign, signals and street address signs with limited funds.
- Keeping pace with increased demands for services and facilities. These include city parks, parkways, and related restrooms, pavilions, tennis courts, and sports fields.
- Keeping up with the demands of a large fleet of city vehicles and equipment while funding for the replacement of an aging fleet of city vehicles and equipment.
- Lack of resources to maintain city streets and sidewalks adequately.
- Maintaining our streets at a Pavement Management System OCI rating of 80 or above. The OCI rating of city streets is falling by 3% each year. The ability to maintain major arterials is becoming nonexistent.
- Funding for future water, water reclamation, and storm sewer CIP projects and capital purchases.
- Funding reuse water improvements for Sleepy Ridge Golf Course and Lakeside Park.
- Providing alternate deliver system for water transportation to the Utah Valley Water Treatment Plant.
- Convert all meters to radio read.
- Southwest Orem sewer, water, storm sewer, and reuse water improvements.
- Further implement Orem's Water Conservation Plan.
- Provide for increased adequate water storage at key locations.

**CITY OF OREM  
ADOPTED BUDGET**

FISCAL YEAR 2014-2015

**PUBLIC WORKS**

**BUDGET SUMMARY**

**PUBLIC WORKS**

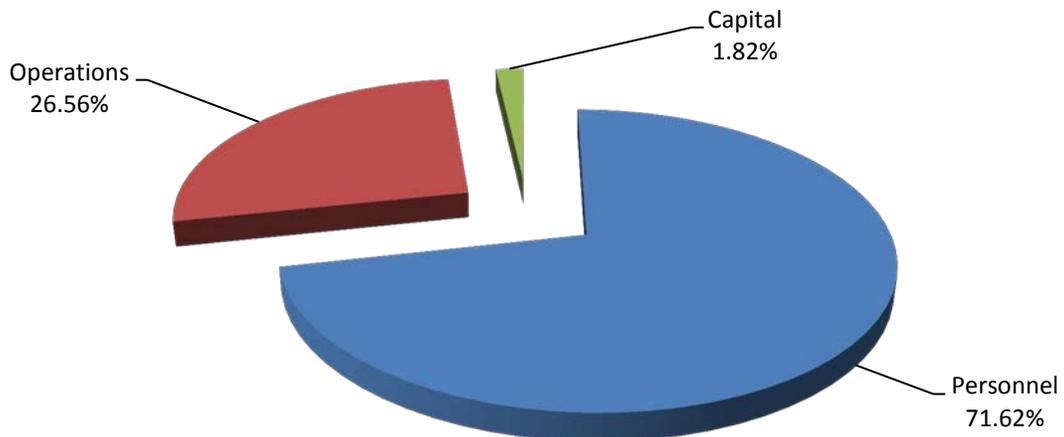
**FY 2014 - 2015**

	<b># OF EMP. *</b>	<b>PERSONNEL</b>	<b>OPERATIONS</b>	<b>CAPITAL</b>	<b>TOTAL</b>
Public Works Administration	4	\$ 321,210	\$ 15,650	\$ -	\$ 336,860
Traffic and Signs	4	424,577	175,365	-	599,942
Maintenance Administration	1	153,217	6,000	-	159,217
Streets	13	1,098,899	256,537	-	1,355,436
Parks	11	1,427,296	821,384	95,000	2,343,680
Cemetery	2	198,998	77,232	-	276,230
Urban Forestry & Horticulture	1	115,306	34,588	-	149,894
<b>TOTALS</b>	<b>36</b>	<b>\$ 3,739,503</b>	<b>\$ 1,386,756</b>	<b>\$ 95,000</b>	<b>\$ 5,221,259</b>

\* Number of benefitted employees

**PUBLIC WORKS**

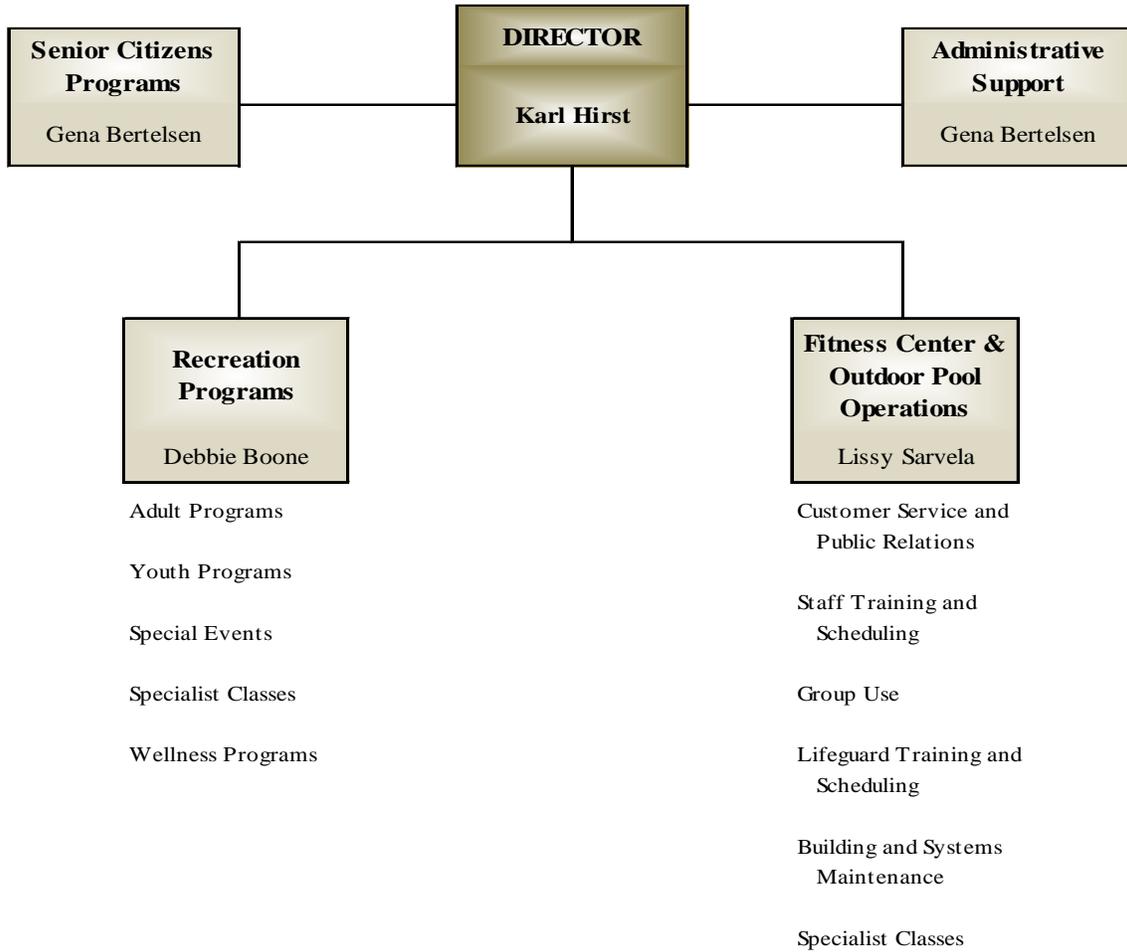
Expenditures by Category



**CITY OF OREM  
ADOPTED BUDGET**

FISCAL YEAR 2014-2015

**RECREATION**



**CITY OF OREM  
ADOPTED BUDGET**

**FISCAL YEAR 2014-2015**

**RECREATION**

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

The Recreation Department includes the following divisions:

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

**Major Accomplishments:**

Programs:

- More than 4,000 kids participated in Special Events sponsored by the Recreation Department. These events included: Annual Easter Egg Hunt; NFL Punt, Pass & Kick; Orem City Basketball Skills Competition and Hershey track and field meet.
- The Programs division again held an annual outdoor volleyball tournament, Orem Deep Dish Classic, with approximately 100 participants. It was held at Windsor Park in conjunction with the Utah Outdoor Volleyball Association.
- Fifty youth from Orem participated in the Utah County Youth Lacrosse League along with teams from Orem, Lehi, Cedar Hills, American Fork, Pleasant Grove, Provo, Spanish Fork, Springville, Mapleton, and Wasatch County. The League was offered for youth in 3<sup>rd</sup> through 8<sup>th</sup> grades.
- Over 900 youth were involved in Tiny Tots T-ball, Coach Pitch, Machine Pitch and Girls Softball.
- The Adult Softball summer league had 140 teams with over 2,000 participants while the fall league had 125 teams with over 1,700 participants. Men, women and co-ed leagues are offered during both seasons.
- The Programs division scheduled a May Madness softball tournament at Lakeside Sports Park in 2013. Twenty-four girls accelerated softball teams participated in the tournament.
- The Recreation Department's Easter Egg Hunt continues to be the largest in Utah County and one of the largest in Utah. It is attended by approximately 3,000 youth ages zero through eleven as well as more than 1,000 parents and grandparents. All of the prizes are donated by the generous businesses in Orem.
- City Wellness activities for this year included City Stars, Spring into Fitness, and Biggest Loser.
- The Programs division staffed and stocked the snack bar at the Lakeside Sports Park again this year. It continues to be profitable as the snack bar netted over \$3,000 in 2013.

**CITY OF OREM  
ADOPTED BUDGET**

**FISCAL YEAR 2014-2015**

**Orem Senior Friendship Center:**

- There were over 21,000 hot lunch meals served to senior citizens at the Senior Center during the year. Meals were prepared by the Utah County Security Center.
- Thanksgiving and Christmas lunches were served by Senior Center volunteers, the Mayor and City Council members, and staff. The Thanksgiving day lunch was enjoyed by 285 seniors and the Christmas lunch by 250 seniors. The meals were provided on real plates and served at the table restaurant style.
- The Senior Center was the recipient of a \$9,000 grant from the Eldred Sunset Manor Foundation, Inc. This grant was used for the UTA Monday transportation of seniors to the Senior Center.
- Pizza Hut remained a major donor at the Senior Center donating over 3,000 pounds of pizza, breadsticks, pasta, wings, and pazzones to the seniors.
- Winco continued to donate thousands of pounds of bread, pastries and assorted items to the Senior Center.
- Two volunteer delivery routes for Meals-on-Wheels continue to be delivered from the Senior Center to Orem seniors each weekday, excluding holidays.
- There were over 8,500 participants in the Senior Center's bingo program in 2013.

**Challenges addressed in this budget:**

- Increasing fee structure to match additional costs.

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

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

**Challenges remaining:**

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

**CITY OF OREM  
ADOPTED BUDGET**

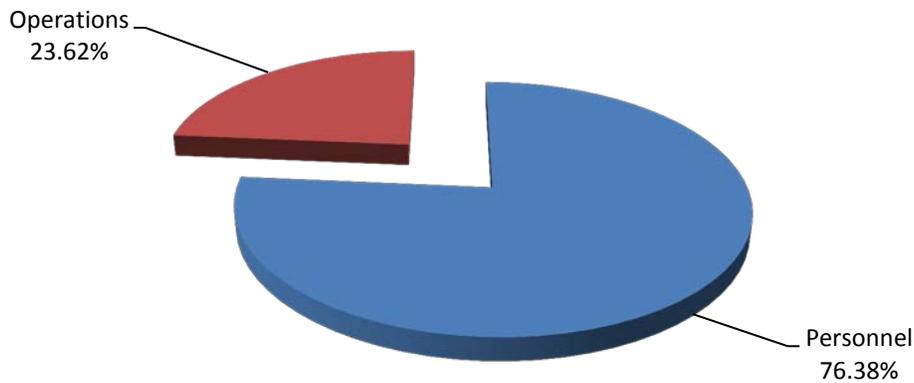
**FISCAL YEAR 2014-2015**

**RECREATION  
BUDGET SUMMARY**

RECREATION	FY 2014 - 2015				
	# OF EMP. *	PERSONNEL	OPERATIONS	CAPITAL	TOTAL
Recreation Administration	1	\$ 157,430	\$ 31,250	\$ -	\$ 188,680
Senior Citizens	1	106,139	13,640	-	119,779
Programs Administration	3	291,901	17,513	-	309,414
Adult Softball	0	12,202	28,210	-	40,412
Softball Tournaments	0	-	7,140	-	7,140
Girls Softball	0	12,202	19,710	-	31,912
Youth Volleyball	0	-	1,000	-	1,000
Youth Tennis Tournament/League/Classes	0	4,027	1,900	-	5,927
Summer Youth Parks	0	8,542	700	-	9,242
T-Ball / Coach Pitch / Machine Pitch	0	701	8,160	-	8,861
Track	0	1,221	2,100	-	3,321
Youth Flag Football	0	1,364	2,680	-	4,044
Youth Wrestling	0	320	1,550	-	1,870
Adult Fall Softball	0	10,006	20,500	-	30,506
Adult Volleyball	0	1,221	5,600	-	6,821
Youth Lacrosse	0	640	3,700	-	4,340
Youth Basketball	0	14,643	23,000	-	37,643
Sports Camps	0	1,831	2,000	-	3,831
Adult Basketball	0	7,469	1,700	-	9,169
Other Youth Programs	0	-	3,300	-	3,300
<b>TOTALS</b>	<b>5</b>	<b>\$ 631,859</b>	<b>\$ 195,353</b>	<b>\$ -</b>	<b>\$ 827,212</b>

\* Number of benefitted employees

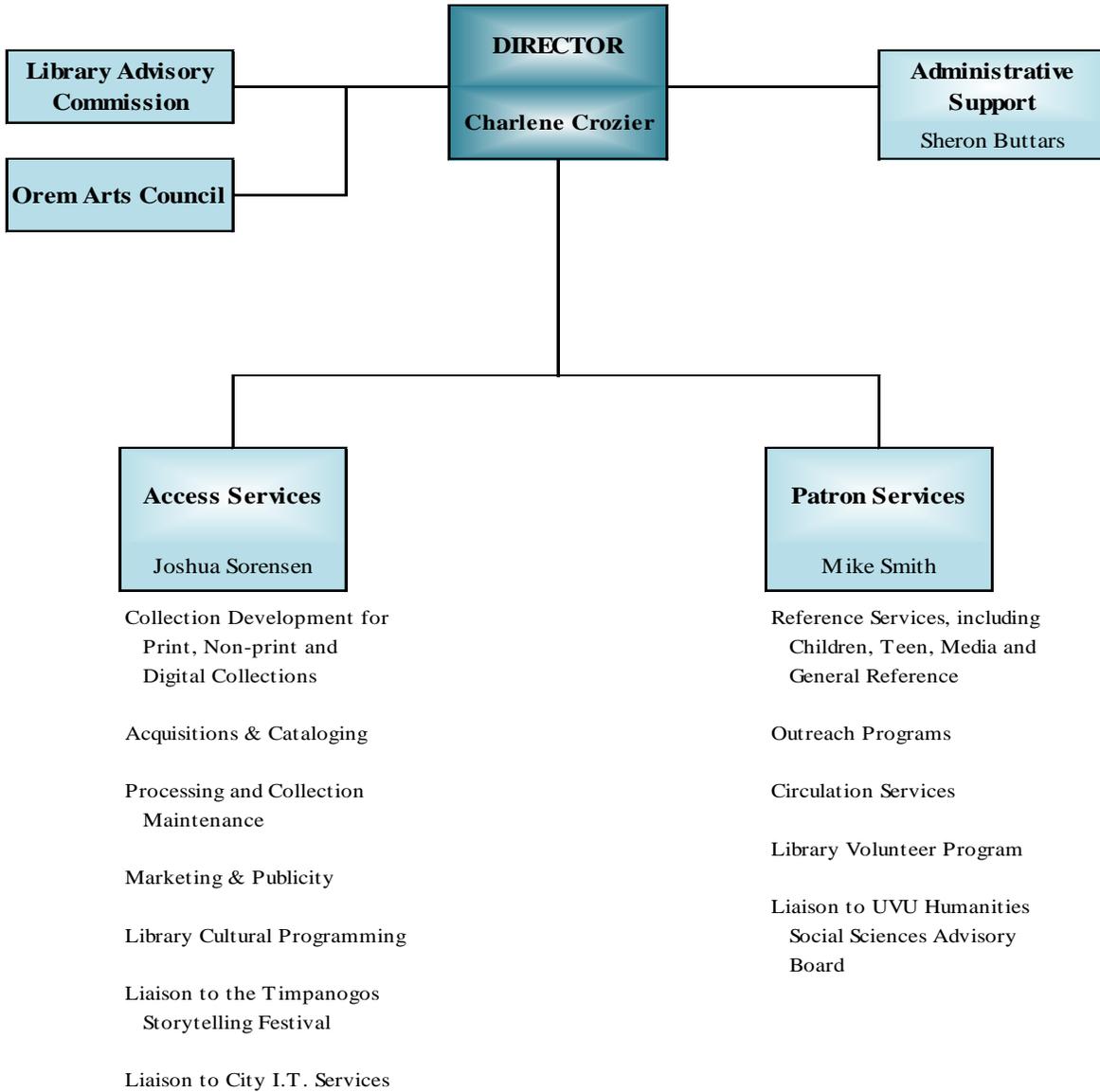
RECREATION  
Expenditures by Category



**CITY OF OREM  
ADOPTED BUDGET**

FISCAL YEAR 2014-2015

**LIBRARY**



**CITY OF OREM  
ADOPTED BUDGET**

**FISCAL YEAR 2014-2015**

**LIBRARY**

**Description:** The Orem Public Library supports the entire community in lifelong learning by providing a collection of over 340,000 print and non-print media items, reference and advisory services, cultural programs for patrons of all ages, and fine art touring exhibits. The Library Department includes the following divisions:

- Library Administration
- Access Services
- Patron Services

**Major Accomplishments:**

- Checked out 1.12 million books and non-print media with over 450,000 patrons using these resources.
- Staff answered over 208,000 reference questions.
- Over 58,500 patrons attended library cultural programs.
- Conducted Orem's seventh annual Orem Reads with 5,056 participants and hundreds of free books distributed. Presented the seventh Research Revolution with cutting-edge researchers from around the State presenting in-house and to area schools.
- Over 49,800 people attended the Timpanogos Storytelling Festival and midwinter events.
- Over 11,200 volunteer hours were contributed to the Library and to Timpanogos Storytelling events.
- Assisted the Orem Arts Council in presenting monthly Orem Arts council Presents programs and two days of entertainment at Summerfest.
- Scheduled and managed the third season of outdoor performances at the Stage at City Center Park.
- Two new pieces were added to the City's permanent art collection.
- Wrote 7 grants totaling \$35,460 in support of library programming.
- Received an award of \$300,000 from the Utah County Community Activities Fund.
- Continued a capital fund raising campaign for the Center for Story.

**Challenges addressed in this budget:**

- Replacing carpet in the Children's area of the library.

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

- Reduced staff has reduced the number of hours available for personalized help at service desks and staffing for programs.
- More variable hour employees are being used to save on costs. Thus, the ability to recruit well-trained, qualified individuals who will want to stay long-term is diminished.

**Challenges remaining:**

- Migration to a new integrated library software. Current software no longer maintained by parent company. New software would provide enhanced searching, discovery layers, and other desired features.
- Restore employee training budget for the Library's staff of 100 employees.
- Restore maintenance and repair budget for the permanent art collection.
- Install a backup generator for the Children's Wing.

**CITY OF OREM  
ADOPTED BUDGET**

FISCAL YEAR 2014-2015

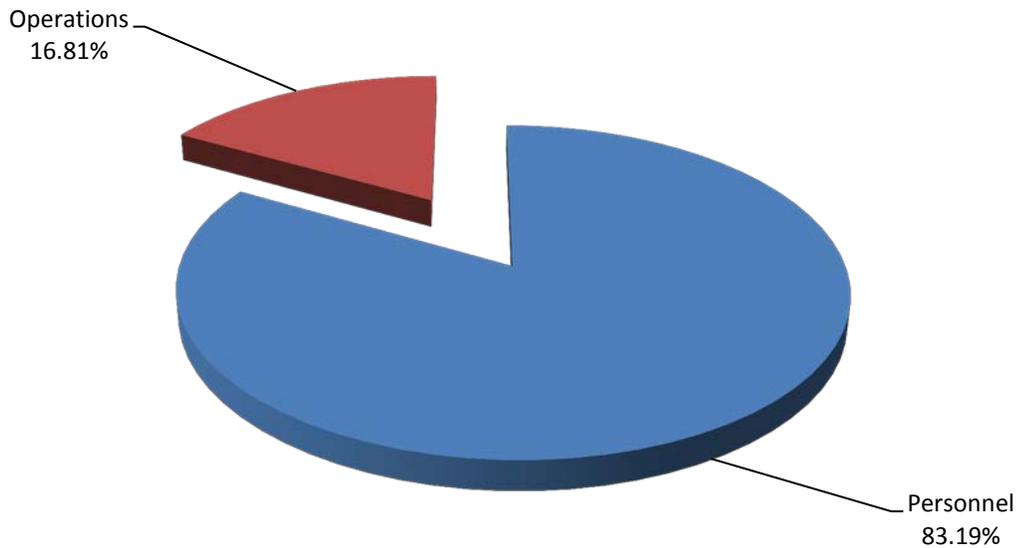
**LIBRARY**

**BUDGET SUMMARY**

LIBRARY	FY 2014 - 2015				
	# OF EMP. *	PERSONNEL	OPERATIONS	CAPITAL	TOTAL
Library Administration	2	\$ 232,437	\$ 55,505	\$ -	\$ 287,942
Access Services	14	1,028,091	310,400	-	1,338,491
Reference & Collection Services	19	1,336,124	25,965	-	1,362,089
Video Services	0	-	132,750	-	132,750
<b>TOTALS</b>	<b>35</b>	<b>\$ 2,596,652</b>	<b>\$ 524,620</b>	<b>\$ -</b>	<b>\$ 3,121,272</b>

\* Number of benefitted employees

LIBRARY  
Expenditures by Category



**CITY OF OREM  
ADOPTED BUDGET**

FISCAL YEAR 2014-2015

**NON-DEPARTMENTAL**

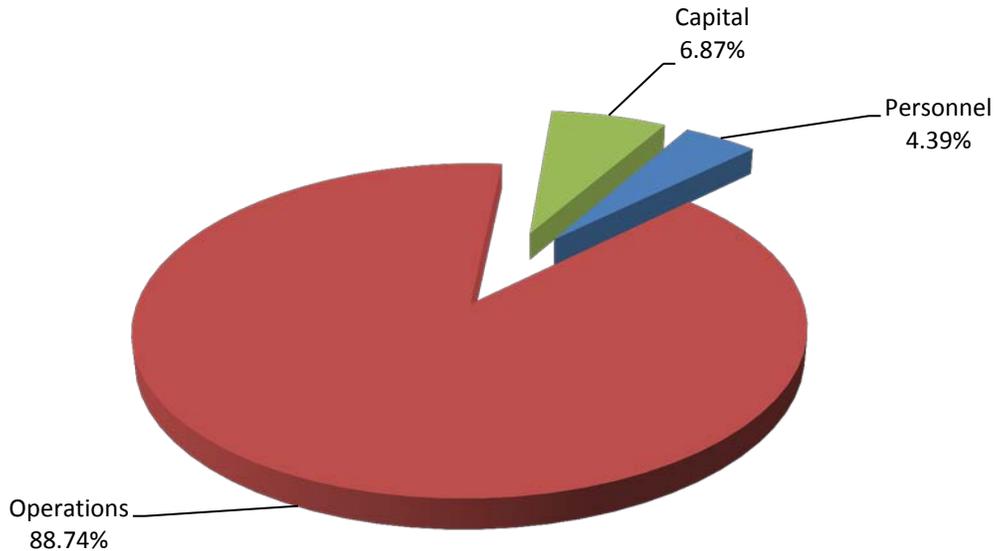
**Description:** These accounts of the General Fund are used for expenditures that are not easily assigned to any one operating department (e.g. retiree benefits and inter-fund charges for insurance and purchasing and warehousing services). They also account for any inter-fund transfers and the City Council’s and City Manager’s contingency funds.

**BUDGET SUMMARY**

NON-DEPARTMENTAL	# OF				FY 2014 - 2015	
	RET. *	PERSONNEL	OPERATIONS	CAPITAL	TOTAL	
Retiree & Other Benefits	31	\$ 415,875	\$ -	\$ -	\$	415,875
UTOPIA Operations	0	-	480,000	-	\$	480,000
Vehicle Replacement Program	0	-	-	650,000	\$	650,000
Fund Charges	0	-	988,718	-	\$	988,718
Fund Transfers	0	-	6,352,623	-	\$	6,352,623
Contingency & Other Expenditures	0	-	577,279	-	\$	577,279
<b>TOTALS</b>	<b>31</b>	<b>\$ 415,875</b>	<b>\$ 8,398,620</b>	<b>\$ 650,000</b>	<b>\$</b>	<b>9,464,495</b>

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

NON-DEPARTMENTAL  
Expenditures by Category



**CITY OF OREM  
ADOPTED BUDGET**

**FISCAL YEAR 2014-2015**

**ROAD  
FUND**

**CITY OF OREM  
ADOPTED BUDGET**

**FISCAL YEAR 2014-2015**

**ROAD FUND**

**REVENUES**

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

In 2004, the City Council established a guideline that State Road funds should be spent for the purpose of major city street maintenance work and not for bonding of road projects. With this goal, it is the City's intent to focus as much of these funds as possible on maintaining City streets in a good condition. Crack sealing, slurry sealing and street overlays are the mainstay methods of maintaining City streets.

One tool employed by the City for determining which streets need which type of maintenance is a Pavement Management System (PMS). The Maintenance Division, Street Section, currently uses a carte graph program to inventory the PMS program. The City's goal is to spend 75% of the funds received from UDOT for these major maintenance programs.

In recent years, the recession has reduced sales tax revenues as well as gas tax revenues. In order to compensate for the reduced sales tax revenues, the City transferred approximately \$500,000 of street maintenance work that would have normally been paid for by the General Fund to the Road Fund. The net effect has been a reduction in the ability to perform major street maintenance work such as overlays and reconstruction work. If the overall street condition rating of city streets is to remain at 80 or higher, the City will need to bond for major street repair work in a few years or change the manner in which general street maintenance work is funded.

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

<b>REVENUE DESCRIPTION</b>	<b>ACTUAL FY 11 - 12</b>	<b>ACTUAL FY 12 - 13</b>	<b>BUDGET FY 13 - 14</b>	<b>ADOPTED BUDGET FY 14 - 15</b>
Revenues - B&C Road Funds	\$ 2,386,605	\$ 2,480,481	\$ 2,250,000	\$ 2,300,000
Interest Earnings	20,547	13,423	10,000	5,000
Sale of Fixed Assets	-	-	-	-
Miscellaneous Revenues	-	-	-	-
Appropriations of Surplus	-	-	1,554,240	-
<b>FUND TOTALS</b>	<b>\$ 2,407,152</b>	<b>\$ 2,493,904</b>	<b>\$ 3,814,240</b>	<b>\$ 2,305,000</b>

**CITY OF OREM  
ADOPTED BUDGET**

FISCAL YEAR 2014-2015

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

<b>Project Description</b>	<b>Budget</b>
Overlays and Reconstruction Projects	\$ 424,230
Slurry Seals	350,000
Crack Sealing	315,000
Street Striping	100,000
Vehicle Replacement	185,000
Total	<u>\$ 1,374,230</u>

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

<b>Project Description</b>	<b>Budget</b>
Slurry Seals	\$ 400,000
Crack Sealing	300,000
Overlays and Reconstruction Projects	270,000
Micro-Surfacing	200,000
Street Striping	50,000
Vehicle Replacement	180,000
Total	<u>\$ 1,400,000</u>

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

<b>Project Description</b>	<b>Budget</b>
Overlays and Reconstruction Projects	\$ 500,000
Slurry Seals	400,000
Crack Sealing	300,000
Micro-Surfacing	100,000
Street Striping	50,000
Vehicle Replacement	50,000
Total	<u>\$ 1,400,000</u>

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

<b>Project Description</b>	<b>Budget</b>
Slurry Seals	\$ 400,000
Overlays and Reconstruction Projects	370,000
Crack Sealing	300,000
Micro-Surfacing	100,000
Street Striping	50,000
Vehicle Replacement	180,000
Total	<u>\$ 1,400,000</u>

**Fiscal Year 2018-2019 Road Fund Projects Capital Budget**

<b>Project Description</b>	<b>Budget</b>
Overlays and Reconstruction Projects	\$ 430,000
Slurry Seals	400,000
Crack Sealing	300,000
Micro-Surfacing	200,000
Street Striping	50,000
Vehicle Replacement	20,000
Total	<u>\$ 1,400,000</u>

**CITY OF OREM  
ADOPTED BUDGET**

FISCAL YEAR 2014-2015

**ROAD FUND**

**BUDGET SUMMARY**

**ROAD FUND**

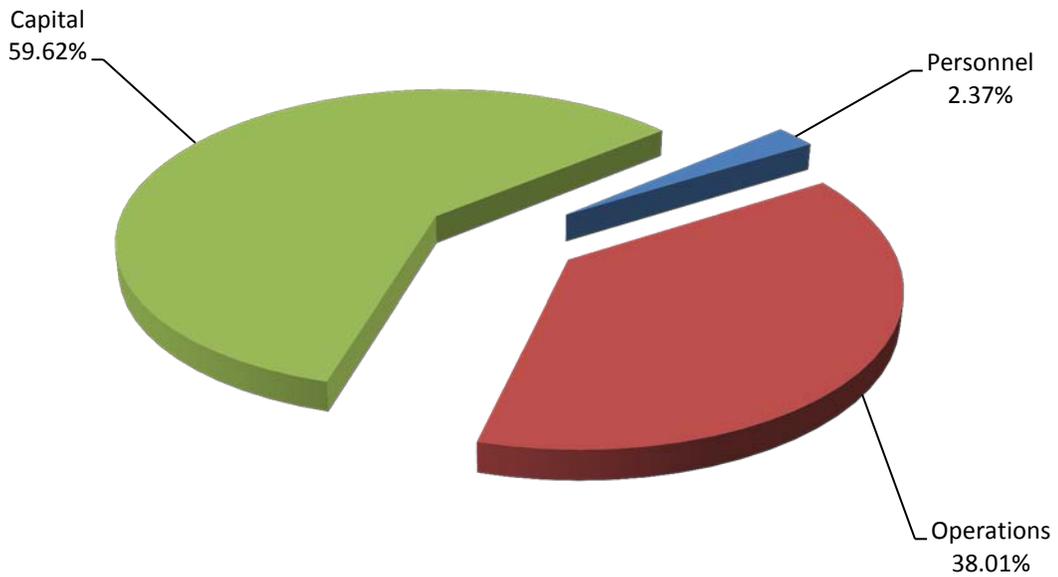
**FY 2014 - 2015**

	# OF EMP. *	PERSONNEL	OPERATIONS	CAPITAL	TOTAL
State B&C Road Funds	0	\$ 54,528	\$ 876,242	\$ 1,374,230	\$ 2,305,000
<b>TOTALS</b>	<b>0</b>	<b>\$ 54,528</b>	<b>\$ 876,242</b>	<b>\$ 1,374,230</b>	<b>\$ 2,305,000</b>

\* Number of benefitted employees

**ROAD FUND**

Expenditures by Category



**CITY OF OREM  
ADOPTED BUDGET**

**FISCAL YEAR 2014-2015**

**CARE TAX  
FUND**

**CITY OF OREM  
ADOPTED BUDGET**

**FISCAL YEAR 2014-2015**

**CARE TAX FUND**

**REVENUES**

The CARE (Cultural Arts and Recreation Enrichment) Tax Fund was created to account for the 1/10 of 1% (\$0.10 for every \$100 spent) sales tax collected within the boundaries of the City. The original CARE tax was levied for eight years, ending in March of 2014. The CARE tax sales tax option was reauthorized by citizen vote in a general election in November 2013 for a ten year period beginning in April 2014.

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

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

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

<b>REVENUE DESCRIPTION</b>	<b>ACTUAL FY 11 - 12</b>	<b>ACTUAL FY 12 - 13</b>	<b>BUDGET FY 13 - 14</b>	<b>ADOPTED BUDGET FY 14 - 15</b>
Sales Taxes - CARE Tax	\$ 1,652,523	\$ 1,711,475	\$ 1,670,000	\$ 1,680,000
Interest Earnings	31,012	29,982	30,000	30,000
Appropriations of Surplus	-	-	5,079,828	-
<b>FUND TOTALS</b>	<b><u>\$ 1,683,535</u></b>	<b><u>\$ 1,741,457</u></b>	<b><u>\$ 6,779,828</u></b>	<b><u>\$ 1,710,000</u></b>

**CITY OF OREM  
ADOPTED BUDGET**

**FISCAL YEAR 2014-2015**

**CARE TAX FUND**

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

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

**Major Accomplishments:**

- The seventh round of CARE grants was conducted in 2013, and grants were awarded to several organizations and projects. Major Grant recipients included: SCERA, Hale Center Theater, Utah Regional Ballet, and the Utah Valley Symphony. The City also awarded 14 Mini Grants for cultural arts programming. Facilities grants included: Recreation/Leisure Property Acquisition, Center for Story, and ballfield improvements.
- Reauthorization of the CARE Tax by citizen vote in the general election in November 2013 for a ten year period beginning in April 2014.

**Challenges addressed in this budget:**

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

**Challenges remaining:**

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

**CITY OF OREM  
ADOPTED BUDGET**

FISCAL YEAR 2014-2015

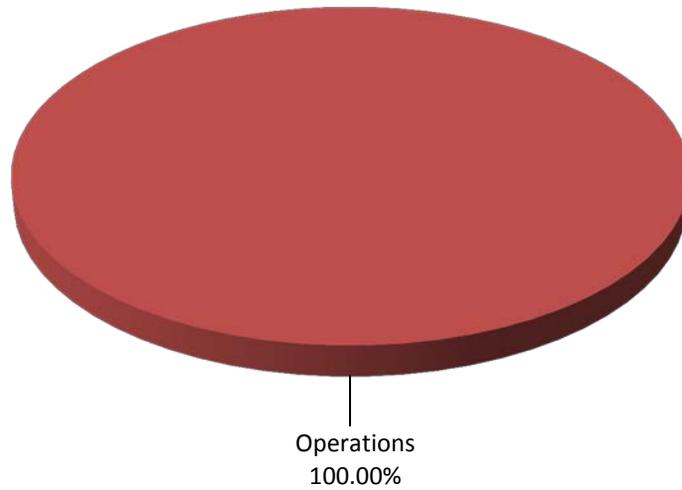
**CARE TAX FUND**

**BUDGET SUMMARY**

CARE TAX FUND	FY 2014 - 2015				
	# OF EMP. *	PERSONNEL	OPERATIONS	CAPITAL	TOTAL
CARE Tax Expenditures	0	\$ -	\$ 1,710,000	\$ -	\$ 1,710,000
<b>TOTALS</b>	<b>0</b>	<b>\$ -</b>	<b>\$ 1,710,000</b>	<b>\$ -</b>	<b>\$ 1,710,000</b>

\* Number of benefitted employees

CARE TAX FUND  
Expenditures by Category



**CITY OF OREM  
ADOPTED BUDGET**

**FISCAL YEAR 2014-2015**

**DEBT  
SERVICE  
FUND**

**CITY OF OREM  
ADOPTED BUDGET**

FISCAL YEAR 2014-2015

**DEBT SERVICE FUND**

**REVENUES**

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

<b>REVENUE DESCRIPTION</b>	<b>ACTUAL FY 11 - 12</b>	<b>ACTUAL FY 12 - 13</b>	<b>BUDGET FY 13 - 14</b>	<b>ADOPTED BUDGET FY 14 - 15</b>
Proceeds - Bond Issuances	\$ 1,814,000	\$ -	\$ -	\$ -
Property Taxes - General Obligation Bonds	1,935,499	1,946,443	1,933,950	1,939,601
Interest Earnings	8,524	3,157	-	-
Miscellaneous Revenues - SID	2,810,547	1,418,180	718,422	687,225
Contributions from Other Funds	4,027,496	4,540,171	4,679,489	4,714,290
Appropriations of Surplus	-	-	579,819	-
<b>FUND TOTALS</b>	<b>\$ 10,596,066</b>	<b>\$ 7,907,951</b>	<b>\$ 7,911,680</b>	<b>\$ 7,341,116</b>

**CITY OF OREM  
ADOPTED BUDGET**

**FISCAL YEAR 2014-2015**

**DEBT SERVICE FUND**

<u>TYPE &amp; NAME OF INDEBTEDNESS</u>	<u>INTEREST RATES</u>	<u>FISCAL YEAR OF COMPLETION</u>	<u>TOTAL AMOUNT ISSUED</u>	<u>PRINCIPAL BALANCE JUNE 30, 2014</u>	<u>FISCAL YEAR 2014-2015 PAYMENTS</u>
<b>General Obligations Bonds</b>					
General Obligation Refunding Bonds, Series 2004	3.0% to 4.0%	2016-2017	\$ 3,975,000	\$ 1,330,000	\$ 468,550
General Obligation Road Bonds, Series 2005	3.5% to 5.0%	2024-2025	8,985,000	5,920,000	693,071
General Obligation Road Bonds, Series 2006	3.625% to 5.0%	2024-2025	5,515,000	3,730,000	425,916
General Obligation Refunding Bonds, Series 2009	2.75% to 5.0%	2018-2019	2,865,000	1,570,000	349,313
			21,340,000	12,550,000	1,936,850
<b>Revenue Bonds</b>					
Canyon River Special Improvement District, Series 2001	5.00%	2015-2016	3,680,000	415,000	220,750
Sales Tax Revenue Refunding Bonds, Series 2007	3.8% to 5.0%	2022-2023	5,720,000	5,570,000	814,274
Midtown Village Special Improvement District, Series 2009	Variable	2028-2029	3,943,000	2,881,000	274,925
Franchise Tax Revenue Refunding Bonds, Series 2010	2.125% to 5.125%	2017-2018	4,375,000	2,300,000	661,219
Northgate Special Improvement District, Series 2010	7.75%	2025-2026	1,915,000	1,150,000	190,200
Sales Tax Revenue Refunding Bonds, Series 2012	1.50%	2014-2015	1,814,000	278,000	282,170
			21,447,000	12,594,000	2,443,538
<b>Other</b>					
Parks and Open Space Land Purchase Note - 2000	6.00%	2020-2021	391,000	188,046	33,615
			391,000	188,046	33,615
<b>Grand Total - Debt Service Fund Indebtedness</b>			<b>\$ 43,178,000</b>	<b>\$ 25,332,046</b>	<b>\$ 4,414,003</b>

**TYPE & NAME OF INDEBTEDNESS**

**PURPOSE OF BOND**

**General Obligations Bonds**

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

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

**Revenue Bonds**

Canyon River Special Improvement District, Series 2001  
 Sales Tax Revenue Refunding Bonds, Series 2007  
 Midtown Village Special Improvement District, Series 2009  
 Franchise Tax Revenue Refunding Bonds, Series 2010  
  
 Northgate Special Improvement District, Series 2010  
 Sales Tax Revenue Refunding Bonds, Series 2012

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

**Other**

Parks and Open Space Land Purchase Note - 2000

Recreation property purchase.

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

**CITY OF OREM  
ADOPTED BUDGET**

FISCAL YEAR 2014-2015

**DEBT SERVICE FUND**

**BUDGET SUMMARY**

**DEBT SERVICE FUND**

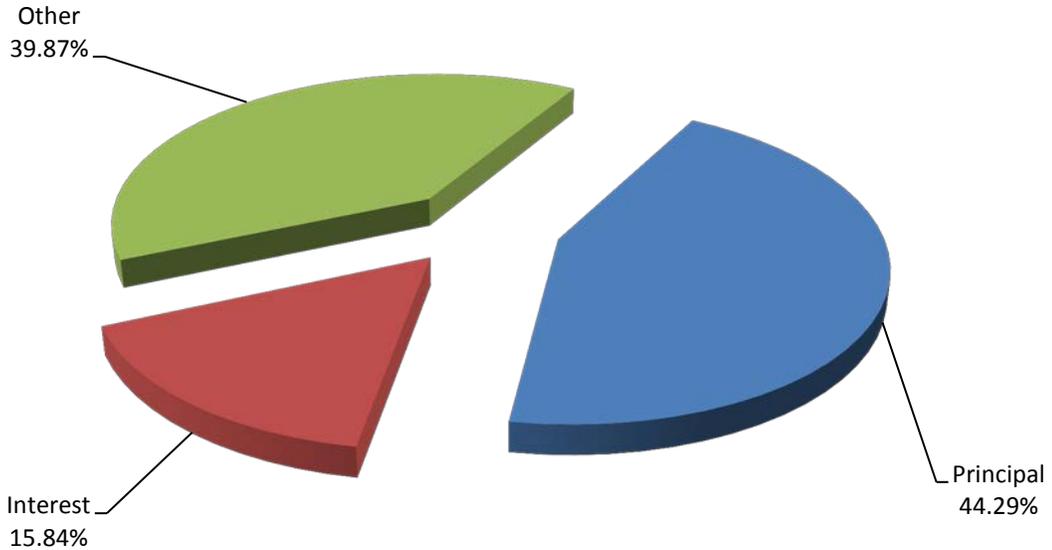
**FY 2014 - 2015**

	# OF EMP. *	PERSONNEL	OPERATIONS	CAPITAL	TOTAL
Debt Service - Principal	0	\$ -	\$ 3,250,955	\$ -	\$ 3,250,955
Debt Service - Interest	0	\$ -	1,163,049	\$ -	1,163,049
Debt Service - Trustee Fees	0	\$ -	10,950	\$ -	10,950
Debt Service - UTOPIA	0	\$ -	2,916,162	\$ -	2,916,162
Debt Service - Miscellaneous	0	\$ -	\$ -	\$ -	\$ -
<b>TOTALS</b>	<b>0</b>	<b>\$ -</b>	<b>\$ 7,341,116</b>	<b>\$ -</b>	<b>\$ 7,341,116</b>

\* Number of benefitted employees

**DEBT SERVICE FUND**

Expenditures by Type



**CITY OF OREM  
ADOPTED BUDGET**

**FISCAL YEAR 2014-2015**

**CAPITAL  
IMPROVEMENT  
PROJECTS  
FUND**

**CITY OF OREM  
ADOPTED BUDGET**

FISCAL YEAR 2014-2015

**CAPITAL IMPROVEMENT PROJECTS (CIP) FUND**

**REVENUES**

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

<b>REVENUE DESCRIPTION</b>	<b>ACTUAL FY 11 - 12</b>	<b>ACTUAL FY 12 - 13</b>	<b>BUDGET FY 13 - 14</b>	<b>ADOPTED BUDGET FY 14 - 15</b>
Sale of Fixed Assets	\$ 45,598	\$ 48,275	\$ -	\$ -
Miscellaneous Revenues	-	10,825	6,571	-
Lease Revenues - Cell Towers	151,105	244,054	240,000	240,000
Misc Revenues - Rocky Mtn Power Incentiv	48,755	-	-	-
Contributions from Other Funds	72,000	530,000	-	-
Appropriations of Surplus	-	-	869,125	-
<b>FUND TOTALS</b>	<b>\$ 317,458</b>	<b>\$ 833,154</b>	<b>\$ 1,115,696</b>	<b>\$ 240,000</b>

**CITY OF OREM  
ADOPTED BUDGET**

**FISCAL YEAR 2014-2015**

**CAPITAL IMPROVEMENTS PROJECTS (CIP) FUND**

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

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

- Completion of the Bikes and Trails Master Plan.
- PRD subsidy to assist in street maintenance of private streets.
- Remodel and energy upgrade of the City Center building.
- Coordinated with Northgate Development to construct a 5 acre/foot landscaped park/storm water detention basin within the Northgate development area.
- Began installation of street lights in City parks and replacing expired neighborhood lighting districts.
- 800 North Trail.
- Box culvert piping the North Union Canal at 200 North 400 East.
- 800 North improvements with UDOT from 400 West to 980 West for curb and gutter completion, three lanes in each direction, new storm drain, and intersection and signal light upgrades at 980 West.
- 1200 North 800 East signal light.
- HAWK (**H**igh-Intensity Activated cross**W**alk beacon) pedestrian signals on 1200 West 800 South by UVU which was a coordinated effort between the City and the University to increase pedestrian safety.
- UTA Frontrunner Intermodal Station.
- Lakeview Parkway Alignment Study.
- Columbia Lane from State Street to I-15 street reconstruction project including street widening, sidewalk installation, landscaping and the addition of water line upgrades.
- The Cultural Arts Outdoor Stage at City Center Park located west of the Senior Friendship Center.
- Scera Park / Scera School parking lot expansion.
- Lindon Hollow storm drain realignment.
- Williams Farm regional detention facility.
- Geneva Road from University Parkway to 1600 North; the City has been coordinating with UDOT for roadway widening and Orem utility improvements. This project includes new waterlines, new sewer line relocations, storm drainage piping systems, fiber optic lines for signal light coordination and street lighting.
- I-15 reconstruction by I-CORE; the City has been coordinating with I-CORE for various utility upgrades under the freeway, new storm drains from Center Street, street lighting and landscaping at the interchanges.
- The City has been coordinating with UTOPIA for the backbone installation of major fiber optic lines and hut locations city-wide since October 2011.
- Utah Valley University signal light.
- Received MAG funding to improve 400 West 1600 North intersection.

**Challenges remaining:**

- On-going source of funding for capital improvement projects.
- Construction of Fire Station #4.
- 800 South interchange and traffic calming project.
- Finalizing a Bus Rapid Transit (BRT) alignment & identifying a future light rail corridor.
- State Street and University Parkway intersection improvements.
- Create trail system that connects natural gathering places such as parks, shopping and major work destinations. Continue beautifying roadway entrances and streetscapes.
- Utah Valley University traffic growth.
- Participate in and provide guidance for transportation studies such as the North County Transit Study.
- Widen 1600 North from 1200 West to State Street.

**CITY OF OREM  
ADOPTED BUDGET**

**FISCAL YEAR 2014-2015**

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

<b>Project Description</b>	<b>Budget</b>
Center Street/Geneva Road to I-15 Project	\$ 67,000
City Center & Council Chamber Improvements	60,000
Miscellaneous Projects & Construction	74,385
<b>Total</b>	<b>\$ 201,385</b>

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

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

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

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

**CITY OF OREM  
ADOPTED BUDGET**

FISCAL YEAR 2014-2015

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

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

**Fiscal Year 2018-2019 CIP Fund Projects Capital Budget**

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

**CITY OF OREM  
ADOPTED BUDGET**

FISCAL YEAR 2014-2015

**CAPITAL IMPROVEMENT PROJECTS (CIP) FUND**

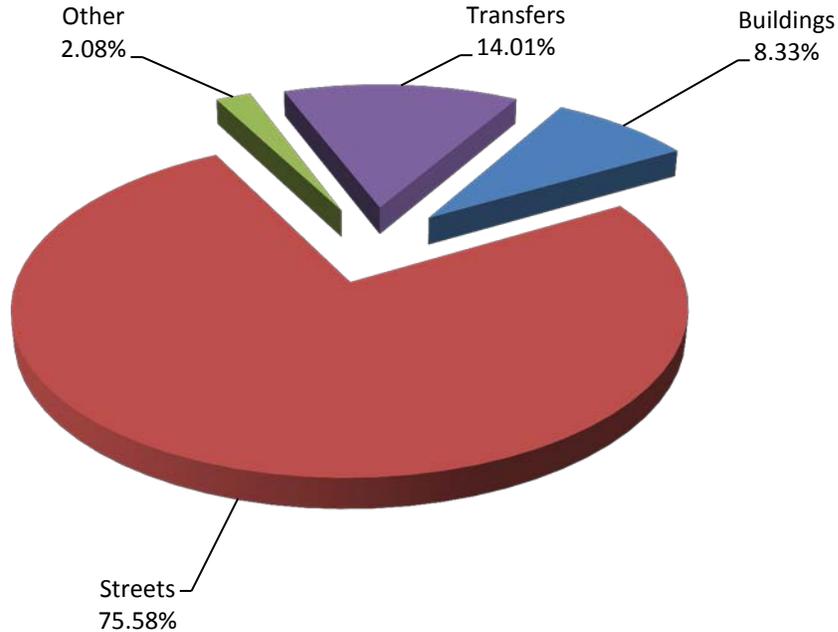
**BUDGET SUMMARY**

CAPITAL IMPROVEMENT PROJECTS FUND	FY 2014 - 2015				
	# OF EMP. *	PERSONNEL	OPERATIONS	CAPITAL	TOTAL
CIP - Streets	0	\$ -	\$ -	\$ 181,385	\$ 181,385
CIP - Buildings	0	\$ -	\$ -	20,000	20,000
CIP - Other	0	\$ -	5,000	\$ -	5,000
CIP - Transfers to Other Funds	0	\$ -	33,615	\$ -	33,615
<b>TOTALS</b>	<b>0</b>	<b>\$ -</b>	<b>\$ 38,615</b>	<b>\$ 201,385</b>	<b>\$ 240,000</b>

\* Number of benefitted employees

CAPITAL IMPROVEMENT PROJECTS FUND

Expenditures by Type



**CITY OF OREM  
ADOPTED BUDGET**

**FISCAL YEAR 2014-2015**

**WATER  
FUND**

**CITY OF OREM  
ADOPTED BUDGET**

**FISCAL YEAR 2014-2015**

**WATER FUND  
REVENUES**

The Water Fund receives revenues primarily from water sales to consumers within the City of Orem and the Town of Vineyard. The Water Fund also receives revenues from water system connection fees, interest, and other miscellaneous sources.

<b>REVENUE DESCRIPTION</b>	<b>ACTUAL FY 11 - 12</b>	<b>ACTUAL FY 12 - 13</b>	<b>BUDGET FY 13 - 14</b>	<b>ADOPTED BUDGET FY 14 - 15</b>
Water Sales	\$ 9,752,980	\$ 10,044,784	\$ 9,935,000	\$ 10,285,000
Water Fees	663,978	642,356	598,000	612,500
Water Connection Fees	92,799	113,919	75,000	100,000
Interest Earnings	58,852	48,672	45,000	40,000
Amortization of Bond Premiums	29,111	29,112	11,100	11,000
Sale of Fixed Assets	94,629	1,300	-	-
Miscellaneous Revenues	574,425	257,111	450,000	370,500
Contributed Lines / Assets	49,000	54,080	-	-
Contributions from Other Funds	105,370	105,370	94,931	892,377
Appropriations of Surplus	-	-	2,913,995	-
<b>FUND TOTALS</b>	<b>\$ 11,421,144</b>	<b>\$ 11,296,704</b>	<b>\$ 14,123,026</b>	<b>\$ 12,311,377</b>

**CITY OF OREM  
ADOPTED BUDGET**

**FISCAL YEAR 2014-2015**

**WATER FUND**

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

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

- Replaced and repaired hundreds of leaking service lines.
- Maintained zero water quality violations.
- Maintained 352 miles of main line from 4" to 48" in diameter and 125 miles of service lines 3/4" to 2" in diameter, totaling 477 miles of pipe.
- Installed approximately 11,000' of new 8" to 16" water main in Geneva Road.
- Upgraded and installed new lines or future use crossings under the Provo Reservoir Canal.
- Maintained all water sources and storage facilities through the water system.
- Rehabilitated the interior and exterior of the 3 MG & 5 MG storage reservoirs.
- Removed the old 2 MG steel storage reservoir and concrete valve building at the upper tank location.
- Replaced 1,000' of aging 8" water main on 800 West in the 530 North area.
- In conjunction with the CWP water line, replaced 1,500' of aging 8" water main and installed a 15" drain line for Well #6 on 1000 East.
- Replaced four spring boxes, collection lines, and 1,100' of 12" water line in the Canyon Springs area.
- Installed 2,000' of 6" water line in the Canyon Springs area, connecting Maple Springs Box to Big Pipe Springs Box.
- Completed the rehabilitation of collection boxes at Alta Springs.
- Rehabilitated Well #2, Well #3, Well #4, and Well #5 and completed all aspects of Well #9.
- Installed a new 12" and 8" water line in 1600 South from Main Street to 800 East.
- Installed a new 16" water line in 1200 North from 1030 West to Industrial Park Drive, including a 24" casing and a 20" HDPE waterline under I-15.
- Replaced 1,600' of new 4" water line on 150 West from 1000 South to 1200 South as well as on 1000 South from 150 West to 200 West.
- Replaced the 12" water line on 800 West from 400 North to 800 North.
- Replaced the 8" water line on Center Street from 340 West to 1000 West.
- Replaced the 6" water line on 180 West from 1880 North to 2000 North as well as the 1960 North cul-de-sac east of 180 North.
- Purchased trailer mounted 600 kW generator to be used as backup power at the electric pump house facilities in the event of a power outage. Will also be used to flush wells each spring to prepare them for the pumping season.

**Challenges addressed in this budget:**

- Provides funds necessary to maintain the water collection and distribution systems.
- Provides an annual water rate increase to address the annual \$80,000 increase in the Jordanelle water allotment, water treatment costs, and to comply with various bond debt covenants.
- Provides funds to replace some 4" water lines in the City.
- Provides funds to design Canyon Springs Pump & Wet Well rehabilitation project with some money set aside as part of a three year savings plan.

**CITY OF OREM  
ADOPTED BUDGET**

**FISCAL YEAR 2014-2015**

**Challenges remaining:**

- Identify funding to enable the City to replace water lines and other infrastructure identified in the 2000 Water Master Plan.
- Identify funding to replace aging vehicles, well equipment, and other capital assets before they fail.
- Identify funding for additional employees to maintain an aging and expanding infrastructure as the City continues to grow.
- Implementing Orem's Water Conservation Plan.
- Provide for adequate water storage at key locations.
- Implement automatic meter reading technology citywide.
- Identify further funding to provide adequate backup power generation at deep well and booster locations.

**CITY OF OREM  
ADOPTED BUDGET**

FISCAL YEAR 2014-2015

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

<b>Project Description</b>	<b>Budget</b>
Canyon Springs - Phase 2 Homestead	\$ 250,000
4" Waterline Replacements	250,000
Equipment Replacement	569,000
Miscellaneous Water Projects	120,383
Total	<u>\$ 1,189,383</u>

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

<b>Project Description</b>	<b>Budget</b>
Culinary Water Master Plan recommendations	\$ 500,000
4" Waterline Replacements	450,000
Canyon Springs Wet Well Rehabilitation (Construct)	300,000
Equipment Replacement	100,000
Miscellaneous Water Projects	50,000
Total	<u>\$ 1,400,000</u>

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

<b>Project Description</b>	<b>Budget</b>
Culinary Water Master Plan recommendations	\$ 500,000
Alta Springs Waterline Replacement, Phase 2 (Sinking Fund)	400,000
4" Waterline Replacements	350,000
Equipment Replacement	100,000
Miscellaneous Water Projects	50,000
Total	<u>\$ 1,400,000</u>

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

<b>Project Description</b>	<b>Budget</b>
Culinary Water Master Plan recommendations	\$ 500,000
Alta Springs Waterline Replacement, Phase 2 (Sinking Fund)	400,000
4" Waterline Replacements	350,000
Equipment Replacement	100,000
Miscellaneous Water Projects	50,000
Total	<u>\$ 1,400,000</u>

**Fiscal Year 2018-2019 Water Fund Projects Capital Budget**

<b>Project Description</b>	<b>Budget</b>
Automated Meter Reading Technology	\$ 1,000,000
Culinary Water Master Plan recommendations	500,000
4" Waterline Replacements	250,000
Miscellaneous Water Projects	50,000
Total	<u>\$ 1,800,000</u>

**CITY OF OREM  
ADOPTED BUDGET**

FISCAL YEAR 2014-2015

**WATER FUND**

**BUDGET SUMMARY**

**WATER FUND**

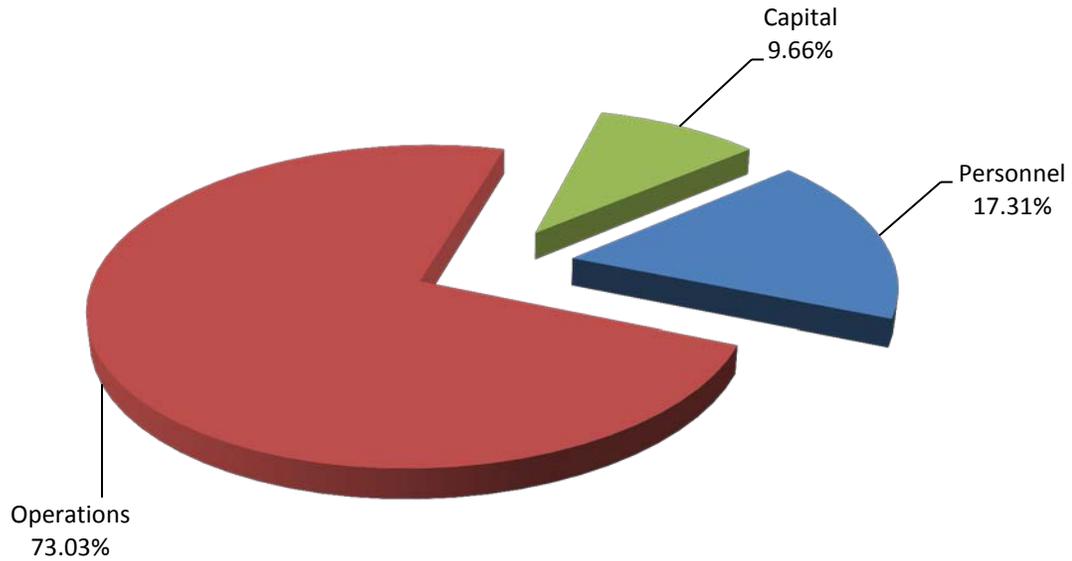
**FY 2014 - 2015**

	<b># OF EMP. *</b>	<b>PERSONNEL</b>	<b>OPERATIONS</b>	<b>CAPITAL</b>	<b>TOTAL</b>
Water Administration	2	\$ 243,966	\$ 4,379,894	\$ -	\$ 4,623,860
Water Supply and Pumping	9	795,632	4,007,170	142,000	4,944,802
Water Distribution	11	898,439	565,221	392,000	1,855,660
Water Capital Projects	0	-	-	620,383	620,383
Water Meter Reading	2	192,763	38,909	35,000	266,672
<b>TOTALS</b>	<b>24</b>	<b>\$ 2,130,800</b>	<b>\$ 8,991,194</b>	<b>\$ 1,189,383</b>	<b>\$ 12,311,377</b>

\* Number of benefitted employees

**WATER FUND**

Expenditures by Category



**CITY OF OREM  
ADOPTED BUDGET**

**FISCAL YEAR 2014-2015**

**WATER  
RECLAMATION  
FUND**

**CITY OF OREM  
ADOPTED BUDGET**

**FISCAL YEAR 2014-2015**

**WATER RECLAMATION FUND**

**REVENUES**

The Water Reclamation Fund receives revenues primarily from fees for collecting and treating wastewater within the City of Orem, Lindon City and a portion of the Town of Vineyard. The Water Reclamation Fund also receives revenues from sewer system connection fees, pre-treatment fees, interest, and other miscellaneous sources.

<b>REVENUE DESCRIPTION</b>	<b>ACTUAL FY 11 - 12</b>	<b>ACTUAL FY 12 - 13</b>	<b>BUDGET FY 13 - 14</b>	<b>ADOPTED BUDGET FY 14 - 15</b>
Sewer Service Charges	\$ 6,347,319	\$ 6,393,529	\$ 6,362,500	\$ 6,370,000
Sewer Fees	266,113	254,072	220,000	240,000
Sewer Connection Fees	83,897	160,671	50,000	100,000
Interest Earnings	29,202	16,134	25,000	15,000
Sale of Fixed Assets	61,034	(55,327)	10,000	-
Miscellaneous Revenues	131,867	350,924	287,351	292,851
Contributed Lines / Assets	24,400	52,160	-	-
Contributions from Other Funds	-	-	-	10,000
Appropriations of Surplus	-	-	1,803,432	-
<b>FUND TOTALS</b>	<b>\$ 6,943,832</b>	<b>\$ 7,172,163</b>	<b>\$ 8,758,283</b>	<b>\$ 7,027,851</b>

**CITY OF OREM  
ADOPTED BUDGET**

FISCAL YEAR 2014-2015

**WATER RECLAMATION FUND**

**Fund Description:** The Water Reclamation Fund is used to account for the revenues and expenditures of the City's water reclamation utility, which is an enterprise fund that operates much like a private business in that it is supported by the revenues generated from providing sewer services. The Water Reclamation Fund has two main operating components: the wastewater collections system and treatment plant. This plant is a regional water reclamation facility that processes wastewater generated in the City of Orem, Lindon City, and a portion of the Town of Vineyard. Each of these entities supports the operating and maintenance expenses on a pro-rated basis.

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

- Upgraded the facility by doubling the biological loading capacity, increasing the hydraulic capacity by 1.2 MGD, and improving the biosolids treatment process to produce a Class A (high quality) product.
- The facility reclaimed over 2.8 billion gallons of water and returned it to the waters of the state.
- Replaced 1500' of sewer main and numerous manholes for the Provo Reservoir Canal project.
- Distributed 396 dry metric tons (dmt) of biosolids for beneficial use through land application and no longer had any disposals to any landfill.
- Collection crews maintained 287 miles of sewer lines by cleaning 229 miles of pipe, video inspecting 32 miles of pipe, repairing 223 manholes and/or sewer line points, raising or lowering 27 manholes to street grade, and responding to 113 collection line problem calls of which 3 were in City owned lines.
- Replaced 1500' of sewer main and numerous manholes for the Provo Reservoir Canal project.
- Constructed a new Geneva sewer lift station with flows split to Geneva Road and to 1200 West.
- Replaced 5 (of 150) aging pumps at the Water Reclamation Facility.
- Procured a manhole cutting machine to assist collection maintenance personnel adjust hardware elevations.
- Updated several sewer lines in the I-15 corridor including a future use casing under University Parkway.
- Eliminated three septic tank systems within the City.
- Procured a new large capacity dump truck and pup trailer to haul biosolids to land application sites.
- In conjunction with Lindon City, the City of Orem installed a new 24" sewer main from 1000 North Geneva Road to 1450 West 1600 North.
- Installed a new pressure main from 1000 North Geneva Road to 1500 West 800 North.
- Rehabilitated several city sewer lines utilizing both standard open-cut and trenchless technologies.
- Purchased and expanded the point repair system for ongoing collection line maintenance.
- Finished installation of new standby generators in all six sewer lift stations.
- Enhanced the SCADA system for better plant control and monitoring.

**Challenges addressed in this budget:**

- Funds made available to purchase a new jet/vac truck which will replace an existing truck.
- Lining degrading sewer lines by utilizing trenchless technologies.
- Updating the Sanitary Sewer Master Plan.
- Installing SCADA monitoring equipment.
- Treating industry discharges.
- Developing and operating dependable lift stations.

**Challenges remaining:**

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

**CITY OF OREM  
ADOPTED BUDGET**

FISCAL YEAR 2014-2015

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

<b>Project Description</b>	<b>Budget</b>
Vehicle Replacements	\$ 308,000
Methane Chiller & Scrubber	250,000
Equipment Replacements	165,000
Routine Maintenance Elimination - Beverly Area	150,000
Pipe Liner Projects	100,000
GPS Rover	29,000
Mini-Scout	15,000
Miscellaneous Water Reclamation Projects	35,892
<b>Total</b>	<b>\$ 1,052,892</b>

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

<b>Project Description</b>	<b>Budget</b>
Sewer Master Plan recommendations	\$ 500,000
Bio-Solids Hauling Truck and Pup	175,000
Routine Maintenance Elimination	125,000
Pipe Liner Projects	100,000
Septic Tank Elimination (Maintain Revolving Fund at \$50,000)	10,000
Miscellaneous Water Reclamation Projects	75,000
<b>Total</b>	<b>\$ 985,000</b>

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

<b>Project Description</b>	<b>Budget</b>
Sewer Master Plan recommendations	\$ 500,000
Routine Maintenance Elimination	225,000
Pipe Liner Projects	100,000
Equipment Replacement - Jet/Vac Truck (Sinking Fund)	100,000
Septic Tank Elimination (Maintain Revolving Fund at \$50,000)	10,000
Miscellaneous Water Reclamation Projects	75,000
<b>Total</b>	<b>\$ 1,010,000</b>

**CITY OF OREM  
ADOPTED BUDGET**

FISCAL YEAR 2014-2015

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

<b>Project Description</b>	<b>Budget</b>
Sewer Master Plan recommendations	\$ 500,000
Routine Maintenance Elimination	175,000
Equipment Replacement - Jet/Vac Truck	150,000
Pipe Liner Projects	100,000
Septic Tank Elimination (Maintain Revolving Fund at \$50,000)	10,000
Miscellaneous Water Reclamation Projects	75,000
Total	<u>\$ 1,010,000</u>

**Fiscal Year 2018-2019 Water Reclamation Fund Projects Capital Budget**

<b>Project Description</b>	<b>Budget</b>
Sewer Master Plan recommendations	\$ 500,000
Routine Maintenance Elimination	175,000
Equipment Replacement - Jet/Vac Truck (Sinking Fund)	150,000
Pipe Liner Projects	100,000
Septic Tank Elimination (Maintain Revolving Fund at \$50,000)	10,000
Miscellaneous Water Reclamation Projects	75,000
Total	<u>\$ 1,010,000</u>

**CITY OF OREM  
ADOPTED BUDGET**

FISCAL YEAR 2014-2015

**WATER RECLAMATION FUND**

**BUDGET SUMMARY**

**WATER RECLAMATION FUND**

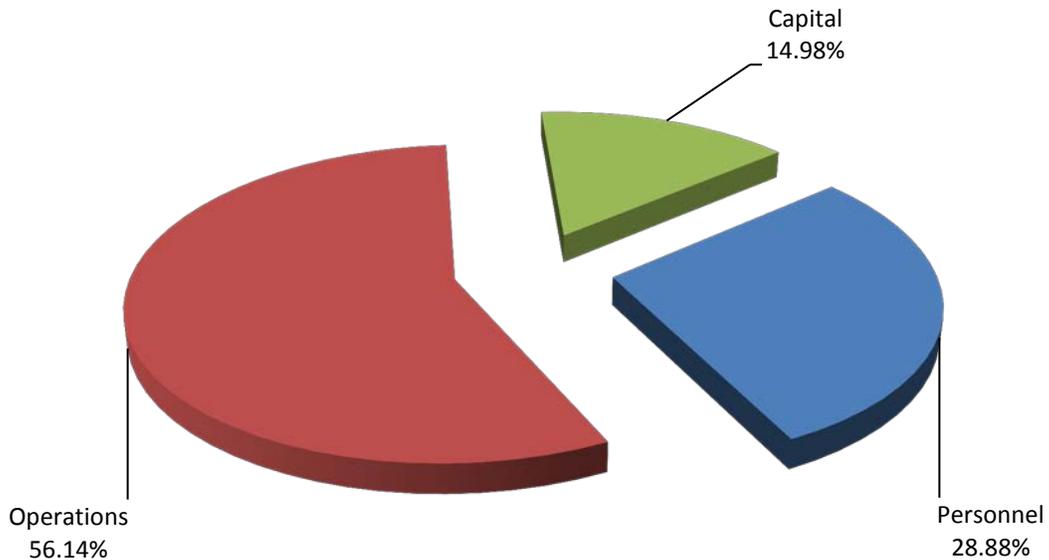
**FY 2014 - 2015**

	# OF EMP. *	PERSONNEL	OPERATIONS	CAPITAL	TOTAL
Water Reclamation Administration	1	\$ 125,868	\$ 2,395,268	\$ 29,000	\$ 2,550,136
Water Reclamation Collection	8	584,206	192,779	323,000	1,099,985
Water Reclamation Treatment	18	1,319,532	1,357,306	165,000	2,841,838
Water Reclamation Capital Projects	0	-	-	535,892	535,892
<b>TOTALS</b>	<b>27</b>	<b>\$ 2,029,606</b>	<b>\$ 3,945,353</b>	<b>\$ 1,052,892</b>	<b>\$ 7,027,851</b>

\* Number of benefitted employees

**WATER RECLAMATION FUND**

Expenditures by Category



**CITY OF OREM  
ADOPTED BUDGET**

**FISCAL YEAR 2014-2015**

**STORM  
SEWER  
FUND**

**CITY OF OREM  
ADOPTED BUDGET**

**FISCAL YEAR 2014-2015**

**STORM SEWER FUND**

**REVENUES**

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

<b>REVENUE DESCRIPTION</b>	<b>ACTUAL FY 11 - 12</b>	<b>ACTUAL FY 12 - 13</b>	<b>BUDGET FY 13 - 14</b>	<b>ADOPTED BUDGET FY 14 - 15</b>
Storm Sewer Charges	\$ 2,784,582	\$ 2,797,920	\$ 2,850,000	\$ 2,975,000
Storm Sewer Fees	9,675	11,550	-	5,000
Interest Earnings	23,372	15,164	15,000	15,000
Amortization of Bond Premiums	12,696	12,696	5,300	5,300
Sale of Fixed Assets	15,150	-	-	-
Miscellaneous Revenues	155,363	286,873	-	10,200
Contributed Lines / Assets	-	90,000	-	-
Contributions from Other Funds	-	-	10,000	100,000
Appropriations of Surplus	-	-	977,968	-
<b>FUND TOTALS</b>	<b>\$ 3,000,838</b>	<b>\$ 3,214,203</b>	<b>\$ 3,858,268</b>	<b>\$ 3,110,500</b>

**CITY OF OREM  
ADOPTED BUDGET**

**FISCAL YEAR 2014-2015**

**STORM SEWER FUND**

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

The operating revenues for this utility fund come from fees assessed to each parcel of property (residential, commercial, industrial, etc.) throughout the City according to the property's number of Equivalent Service Units (ESU). Currently, there are 52,890 total ESU's throughout the City of Orem. Of the total ESU's, approximately 19,314 are single family residential (37%), 4,600 are school related (9%), 2,611 are related to religious affiliations (5%), and the remaining 26,365 are commercial, industrial, or manufacturing properties (49%). The City provides non-residential properties the opportunity to receive storm water quality credits that can reduce the assessment on those properties. Currently, these credits amount to a total of approximately 3,040 ESU's (6%).

The system consists of an estimated 3,500 Class V injection wells located on public and private property and approximately 383,353 feet (72.6 miles) of storm drain pipe. Pipe sizes range from 6" to 54" in diameter. The vast majority of such pipe is 24" or less. The storm water sewer system also includes thirty-five (35) detention areas for storm water filtration. Twenty-four (24) of those detention areas are multi-use facilities with turf grass areas that are open to the public. The other eleven (11) basins consist of unimproved areas, some of which are wetland areas.

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

- In cooperation with UDOT, the construction of storm drain systems in 800 North from 400 West to Geneva Road, Center Street from 1000 West to Geneva Road, along Geneva Road from 1200 North to University Parkway, as well as the construction of multiple detention basins has been completed.
- Continue to preserve the City's UPDES Phase II Permit for Storm Water Discharge. The goal of the UPDES Permit is to protect, prevent, plan, and provide for safe waters for all to use and enjoy.
- In cooperation with UDOT, many storm drain lines, detention basins, and other storm drain infrastructure was updated along the I-15 corridor.
- Swept an average of 8,300 miles of city streets each year. This is the equivalent to sweeping every street in the City 13 times.
- Hosted or promoted seminars for contractors, developers, and engineers pertaining to construction site storm water runoff quality control measures.
- Installed and rehabilitated 65 city owned sumps at various locations.
- Constructed a storm drain line on 1330 West going north 1350' from Center Street.
- Helped in completing the underground infrastructure and detention basin on Williams Farm property.
- Installed a storm drainage system in the 1600 to 1640 South 500 West neighborhood.
- Developed an interlocal storm water agreement between the City of Orem, Town of Vineyard, Lindon City, and Pleasant Grove City pertaining to the Lindon Hollow Creek. This past year, Lindon Hollow Creek has seen nearly \$500,000 worth of improvements along the construction of an adjacent trail.
- City crews installed a pipe system in Industrial park Drive that will prevent flooding of area businesses.

**Challenges addressed in this budget:**

- Provides for maintenance of Lindon Hollow Creek and various wetlands.
- Provides funding for miscellaneous projects.
- Provides funding for a several major pieces of maintenance equipment.

**CITY OF OREM  
ADOPTED BUDGET**

**FISCAL YEAR 2014-2015**

**Challenges remaining:**

- Address the challenges presented from increased workload due to a growing City.
- Acquire sufficient land to build future storm water detention facilities.
- Purchase of wetland properties along the Utah Lake shoreline.
- Meeting the objectives for compliance with the Phase II regulations governing storm water. These regulations pertain to preventing storm water pollution through good housekeeping practices by builders, contractors, homeowners, and business owners.
- Constructing main drainage systems (e.g., 400 North, Scera Park, etc.).

**CITY OF OREM  
ADOPTED BUDGET**

FISCAL YEAR 2014-2015

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

<b>Project Description</b>	<b>Budget</b>
Equipment Replacement - Street Sweeper	\$ 250,000
Equipment Replacement - Utility Truck	75,000
Equipment Replacement - Riding Mower	15,750
Miscellaneous Storm Sewer Projects	302,848
Total	<u>\$ 643,598</u>

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

<b>Project Description</b>	<b>Budget</b>
Equipment Replacement - TV Van & Maintainer	\$ 310,000
Future Projects	190,000
Miscellaneous Storm Sewer Projects	50,000
Total	<u>\$ 550,000</u>

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

<b>Project Description</b>	<b>Budget</b>
Equipment Replacement - Sweeper & Two Pickups	\$ 300,000
Future Projects	200,000
Miscellaneous Storm Sewer Projects	50,000
Total	<u>\$ 550,000</u>

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

<b>Project Description</b>	<b>Budget</b>
Future Projects	\$ 270,000
Equipment Replacement - 10 Wheel Dump Truck	230,000
Miscellaneous Storm Sewer Projects	50,000
Total	<u>\$ 550,000</u>

**Fiscal Year 2018-2019 Storm Sewer Fund Projects Capital Budget**

<b>Project Description</b>	<b>Budget</b>
Future Projects	\$ 220,000
Equipment Replacement - Maintainer	60,000
Miscellaneous Storm Sewer Projects	50,000
Total	<u>\$ 330,000</u>

**CITY OF OREM  
ADOPTED BUDGET**

FISCAL YEAR 2014-2015

**STORM SEWER FUND**

**BUDGET SUMMARY**

**STORM SEWER FUND**

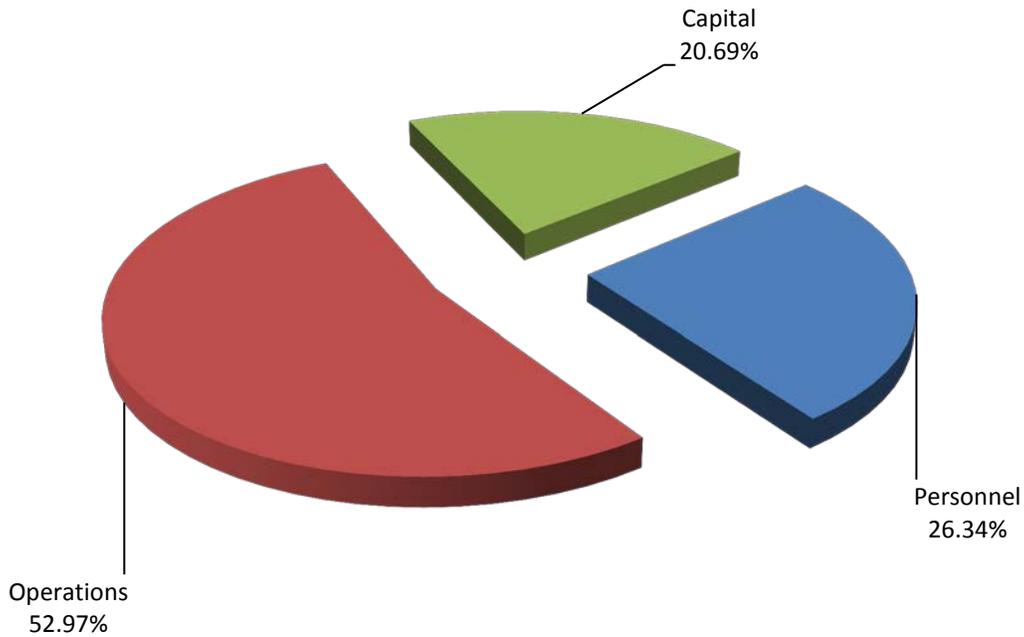
**FY 2014 - 2015**

	<b># OF EMP. *</b>	<b>PERSONNEL</b>	<b>OPERATIONS</b>	<b>CAPITAL</b>	<b>TOTAL</b>
Storm Sewer	11	\$ 819,237	\$ 1,647,665	\$ 340,750	\$ 2,807,652
Storm Sewer Capital Projects	0	-	-	302,848	302,848
<b>TOTALS</b>	<b>11</b>	<b>\$ 819,237</b>	<b>\$ 1,647,665</b>	<b>\$ 643,598</b>	<b>\$ 3,110,500</b>

\* Number of benefitted employees

STORM SEWER FUND

Expenditures by Category



**CITY OF OREM  
ADOPTED BUDGET**

**FISCAL YEAR 2014-2015**

**RECREATION  
FUND**

**CITY OF OREM  
ADOPTED BUDGET**

FISCAL YEAR 2014-2015

**RECREATION FUND**

**REVENUES**

The Recreation Fund operates the Fitness Center and the Scera Park Pools and oversees various recreation programs and use of the City's parks. The revenues in this fund include annual, monthly and daily admission charges to the Fitness Center (including individual, family and business passes) and daily admission and punch passes to the Scera Park Pools. The revenues also include instructional class registrations, facility reservations, park pavilion reservations, concessions, pro-shop sales and other minor fees.

<b>REVENUE DESCRIPTION</b>	<b>ACTUAL FY 11 - 12</b>	<b>ACTUAL FY 12 - 13</b>	<b>BUDGET FY 13 - 14</b>	<b>ADOPTED BUDGET FY 14 - 15</b>
<b><u>Fitness Center</u></b>				
Admissions	\$ 1,013,351	\$ 998,067	\$ 1,005,000	\$ 910,000
Group Use	98,687	90,441	96,300	94,500
Classes and Programs	154,293	151,913	150,000	145,000
Product Sales and Concessions	15,987	19,161	15,500	18,500
Rentals	11,175	9,257	17,000	15,500
Child Care	12,251	11,389	13,000	10,000
	<u>1,305,744</u>	<u>1,280,228</u>	<u>1,296,800</u>	<u>1,193,500</u>
<b><u>Scera Outdoor Pool</u></b>				
Admissions	227,946	205,711	225,000	175,000
Group Use	32,791	37,723	30,000	45,000
Classes and Programs	80,993	77,787	76,000	75,000
Product Sales and Concessions	56,604	47,204	53,000	47,000
Rentals	517	446	500	500
	<u>398,851</u>	<u>368,871</u>	<u>384,500</u>	<u>342,500</u>
<b><u>Other Revenues</u></b>				
Interest Earnings	13,741	8,698	13,000	6,000
Sale of Fixed Assets	-	1,135	-	-
Miscellaneous Revenues	253	376	200	200
Contributions from Other Funds	-	-	-	125,000
Appropriations of Surplus	-	-	18,255	158,888
	<u>13,994</u>	<u>10,209</u>	<u>31,455</u>	<u>290,088</u>
<b>FUND TOTALS</b>	<b><u>\$ 1,718,589</u></b>	<b><u>\$ 1,659,308</u></b>	<b><u>\$ 1,712,755</u></b>	<b><u>\$ 1,826,088</u></b>

**CITY OF OREM  
ADOPTED BUDGET**

FISCAL YEAR 2014-2015

**RECREATION FUND**

**Description:** The Recreation Fund operates all Fitness Center operations and the Scera Park Pools. The Recreation Fund plans, administers and supervises a full range of programs and services associated with a full scale fitness center and swimming pools. The Recreation Fund has the following divisions:

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

**Major Accomplishments:**

Orem Fitness Center:

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

Scera Park Pools:

- Hosted A Share-A-Smile Triathlon.
- Offered FREE family swim night.
- Offered FREE “School’s Out Summer Swim Party” for Orem school-aged children and families.
- Had over 200,000 visits in 2013.
- “Learn to Swim” swimming class had over 1,350 participants.
- Held over 50 group parties.
- Water aerobics had over 1,000 participants.
- Summer recreation swim team had over 300 participants.

**Challenges addressed in this budget:**

- Revenue shortfalls.

**CITY OF OREM  
ADOPTED BUDGET**

**FISCAL YEAR 2014-2015**

**Challenges remaining:**

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

**CITY OF OREM  
ADOPTED BUDGET**

FISCAL YEAR 2014-2015

**RECREATION FUND**

**BUDGET SUMMARY**

**RECREATION FUND**

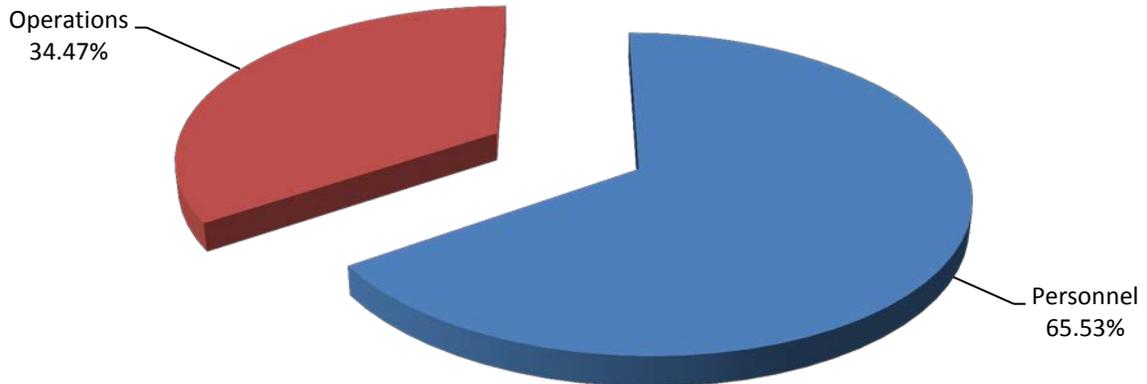
**FY 2014 - 2015**

	# OF EMP. *	PERSONNEL	OPERATIONS	CAPITAL	TOTAL
Recreation Administration	1	\$ 115,611	\$ 123,720	\$ -	\$ 239,331
Fitness Center Operations	2	687,204	27,125	-	714,329
Fitness Center Facilities	3	168,922	302,819	-	471,741
Outdoor Pool	0	224,937	175,750	-	400,687
<b>TOTALS</b>	<b>6</b>	<b>\$ 1,196,674</b>	<b>\$ 629,414</b>	<b>\$ -</b>	<b>\$ 1,826,088</b>

\* Number of benefitted employees

RECREATION FUND

Expenditures by Category



**CITY OF OREM  
ADOPTED BUDGET**

**FISCAL YEAR 2014-2015**

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**CITY OF OREM  
ADOPTED BUDGET**

**FISCAL YEAR 2014-2015**

**SOLID  
WASTE  
FUND**

**CITY OF OREM  
ADOPTED BUDGET**

FISCAL YEAR 2014-2015

**SOLID WASTE FUND**

**REVENUES**

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

<b>REVENUE DESCRIPTION</b>	<b>ACTUAL FY 11 - 12</b>	<b>ACTUAL FY 12 - 13</b>	<b>BUDGET FY 13 - 14</b>	<b>ADOPTED BUDGET FY 14 - 15</b>
Refuse - Residential	\$ 2,368,794	\$ 2,286,304	\$ 2,386,700	\$ 2,406,000
Refuse - Residential - 2 <sup>nd</sup> Can Fee	365,889	336,319	330,600	326,000
Recycling Can Fee	275,578	431,490	471,300	463,000
Green Waste Fee	179,836	190,809	189,000	201,000
Interest Earnings	-	-	2,000	1,000
Appropriations of Surplus	-	-	10,094	-
<b>FUND TOTALS</b>	<b>\$ 3,190,097</b>	<b>\$ 3,244,922</b>	<b>\$ 3,389,694</b>	<b>\$ 3,397,000</b>

**CITY OF OREM  
ADOPTED BUDGET**

FISCAL YEAR 2014-2015

**SOLID WASTE FUND**

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

**Major accomplishments:**

- Maintained a strong service relationship with Waste Management of Utah for city-wide residential curbside solid waste, recycling and green waste services
- Diverted over 5,600 tons of recyclables from the landfill saving the City over \$176,000 in disposal costs. The city-wide total diversion rate is 20%.
- Maintained recycling subscriptions above 12,000 customers during additional “opt out” period in September 2013.
- Continued growth of the City’s curbside green waste collection subscription service operating March through November of each year. Currently there are nearly 4,000 subscribers (an increase of 11% over last year).
- Provided each residential customer coupons for two free loads to the North Pointe Transfer Station. There were 9,214 coupons redeemed last year.
- Provided free Christmas tree disposal for residents.

**Challenges addressed in this budget:**

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

**Challenges remaining:**

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

**CITY OF OREM  
ADOPTED BUDGET**

FISCAL YEAR 2014-2015

**SOLID WASTE FUND**

**BUDGET SUMMARY**

**SOLID WASTE FUND**

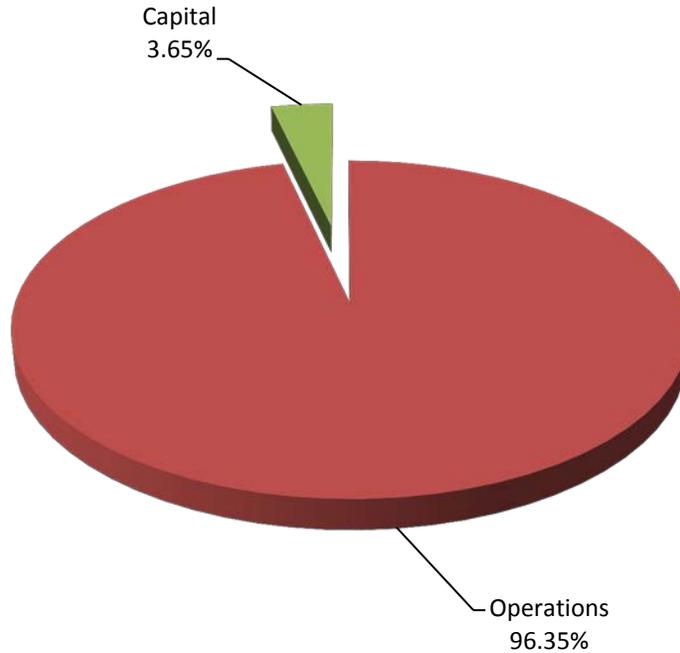
**FY 2014 - 2015**

	# OF EMP. *	PERSONNEL	OPERATIONS	CAPITAL	TOTAL
Solid Waste Administration	0	\$ -	\$ 399,377	\$ -	\$ 399,377
Solid Waste Contract / Collection	0	\$ -	1,850,000	\$ -	1,850,000
Solid Waste Disposal	0	\$ -	944,000	\$ -	944,000
Solid Waste Special Clean-Up Projects	0	\$ -	-	123,873	123,873
Solid Waste Miscellaneous Expenditures	0	\$ -	79,750	\$ -	79,750
<b>TOTALS</b>	<b>0</b>	<b>\$ -</b>	<b>\$ 3,273,127</b>	<b>\$ 123,873</b>	<b>\$ 3,397,000</b>

\* Number of benefitted employees

**SOLID WASTE FUND**

Expenditures by Category



**CITY OF OREM  
ADOPTED BUDGET**

**FISCAL YEAR 2014-2015**

**FLEET  
MAINTENANCE  
FUND**

**CITY OF OREM  
ADOPTED BUDGET**

FISCAL YEAR 2014-2015

**FLEET MAINTENANCE FUND**

**REVENUES**

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

<u>REVENUE DESCRIPTION</u>	<u>ACTUAL FY 11 - 12</u>	<u>ACTUAL FY 12 - 13</u>	<u>BUDGET FY 13 - 14</u>	<u>ADOPTED BUDGET FY 14 - 15</u>
Charges to Departments	\$ 688,329	\$ 695,000	\$ 585,000	\$ 652,000
Sale of Fixed Assets	1,080	-	-	-
<b>FUND TOTALS</b>	<b><u>\$ 689,409</u></b>	<b><u>\$ 695,000</u></b>	<b><u>\$ 585,000</u></b>	<b><u>\$ 652,000</u></b>

**CITY OF OREM  
ADOPTED BUDGET**

**FISCAL YEAR 2014-2015**

**FLEET MAINTENANCE FUND**

**Fund Description:** Fleet Services is an internal service fund that provides for the maintenance of all City vehicles and equipment. The fleet consists of: 126 sedans, SUV's and passenger vans, 100 pickup trucks & cargo vans, 54 1-ton and 2-ton trucks, 29 heavy trucks, 7 ambulances, 6 motorcycles, 6 fire trucks, 49 riding mowers, and 615 other various pieces of equipment ranging from trimmers, lawn mowers, tractors, backhoes, front loaders, sanders, welders, sweepers, generators, air compressors, etc. The revenues for this Section are derived from all the various City Funds (Departments, Divisions and Sections) that utilize the Fleet Services Section. The assessment for each cost center is based on the previous year's usage.

Fleet Services is responsible for the City's vehicle replacement recommendation. Fleet Maintenance's goal is to have vehicle replacement funding closer to \$2.7 million per year. Due to the economic conditions of the last five fiscal years, vehicle replacement funding has fallen well below the recommended level which has caused stress on both the fleet and staff alike.

**Major Accomplishments:**

- With a smaller staff and a fleet that grows larger and older every year, Fleet Services has continued to maintain the fleet of vehicles and equipment in a state of safe and reliable readiness. This was accomplished with a strong preventive maintenance program and by contracting out services and repairs that can be performed more cost effectively by private vendors.
- Hired an additional fleet mechanic which has helped immensely with the workload, especially vehicle safety inspections and emissions tests.
- Perform approximately 500 vehicle safety inspections and 260 emissions tests on an annual basis.

**Challenges addressed in this budget:**

- Provides for the continuation of established programs that keep our fleet safe and reliable.
- Provides improved maintenance capabilities for the City's fleet of Ford and GM vehicles by having the ability to tap into these vehicles' computer programs to read and solve problems more quickly and effectively.

**Challenges remaining:**

- Funding for the major maintenance and repairs account is always a concern. As the fleet continues to grow older and larger, major component failure and appearance degradation will increase.
- Provide a permanent fleet replacement program. Ideally, the City needs to replace approximately \$1.7 million worth of General Fund vehicles and heavy equipment each year. A newer fleet would have fewer periods of down time and helps our City staff perform their functions more efficiently.
- The total value of the fleet is approximately \$21.3 million, with a needed replacement rate of around \$1.8 million for FY 2014-2015. This represents 8.5% of the fleet value. Ideally, the fleet should have a replacement percentage around 12% or \$2.6 million.
- The average fleet age is 10.5 years. Ideally, it should be closer to 8 years.
- There are 55 units that are classified as non-replaceable, yet these units are considered crucial in completing duties and tasks of various departments.

**CITY OF OREM  
ADOPTED BUDGET**

FISCAL YEAR 2014-2015

**FLEET MAINTENANCE FUND**

**BUDGET SUMMARY**

**FLEET MAINTENANCE FUND**

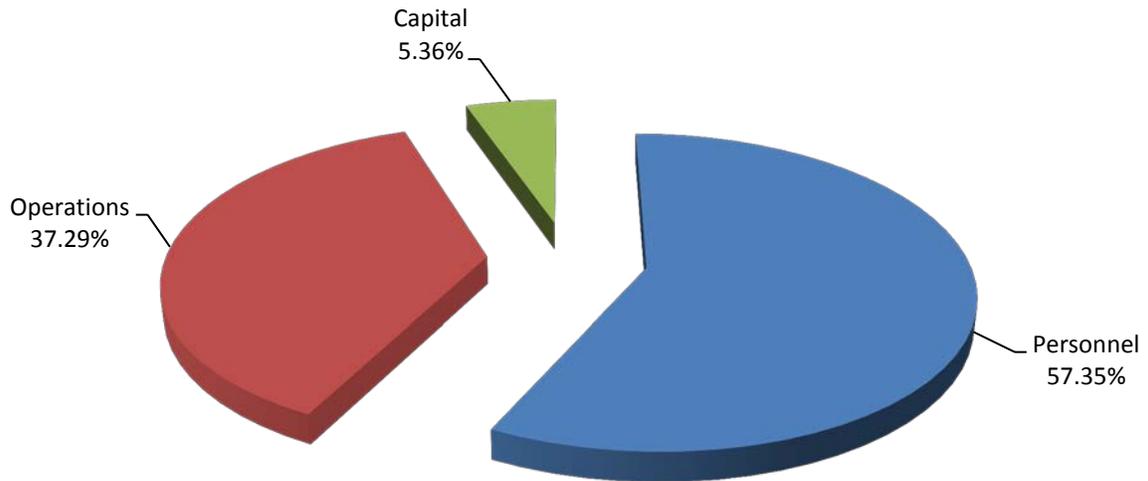
**FY 2014 - 2015**

	<u># OF EMP. *</u>	<u>PERSONNEL</u>	<u>OPERATIONS</u>	<u>CAPITAL</u>	<u>TOTAL</u>
Fleet Maintenance Services	5	\$ 373,898	\$ 243,102	\$ 35,000	\$ 652,000
<b>TOTALS</b>	<b>5</b>	<b>\$ 373,898</b>	<b>\$ 243,102</b>	<b>\$ 35,000</b>	<b>\$ 652,000</b>

\* Number of benefitted employees

FLEET MAINTENANCE FUND

Expenditures by Category



**PURCHASING  
& WAREHOUSING  
FUND**

**CITY OF OREM  
ADOPTED BUDGET**

FISCAL YEAR 2014-2015

**PURCHASING & WAREHOUSING FUND**

**REVENUES**

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

<u>REVENUE DESCRIPTION</u>	<u>ACTUAL FY 11 - 12</u>	<u>ACTUAL FY 12 - 13</u>	<u>BUDGET FY 13 - 14</u>	<u>ADOPTED BUDGET FY 14 - 15</u>
Charges to Departments	\$ 342,686	\$ 360,000	\$ 340,000	\$ 330,000
Miscellaneous Revenues	180	(175)	-	-
Appropriations of Surplus	-	-	-	33,000
<b>FUND TOTALS</b>	<b><u>\$ 342,866</u></b>	<b><u>\$ 359,825</u></b>	<b><u>\$ 340,000</u></b>	<b><u>\$ 363,000</u></b>

**CITY OF OREM  
ADOPTED BUDGET**

**FISCAL YEAR 2014-2015**

**PURCHASING & WAREHOUSING FUND**

**Fund Description:** The Purchasing/Warehousing Fund provides purchasing and materials storage and disbursement services to all City departments. These services are vital to various City departments/functions so that ongoing operations have minimal disruption. These services also provide the City with the ability to obtain bulk purchase discounts and maintain emergency supplies. These services are provided under the direction of the Administrative Services Department. The Fund also includes the job functions of the Purchasing Agent and the Accounts Payable Clerk.

**Major Accomplishments:**

- Continuing to maximize the City's purchasing capability.

**Challenges addressed in this budget:**

- Maintain excellent service level for all internal customers.

**Challenges remaining:**

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

**CITY OF OREM  
ADOPTED BUDGET**

FISCAL YEAR 2014-2015

**PURCHASING & WAREHOUSING FUND**

**BUDGET SUMMARY**

**PURCHASING & WAREHOUSING FUND**

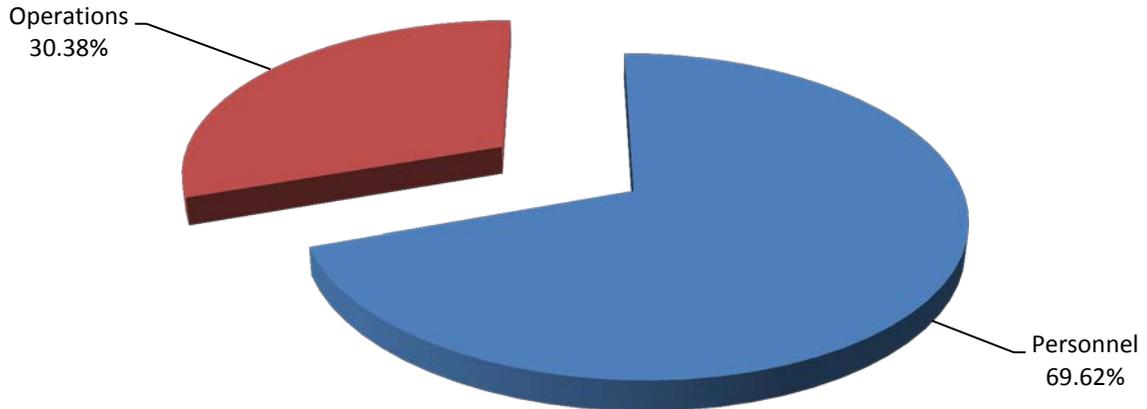
**FY 2014 - 2015**

	# OF EMP. *	PERSONNEL	OPERATIONS	CAPITAL	TOTAL
Purchasing & Warehousing Services	4	\$ 252,729	\$ 110,271	\$ -	\$ 363,000
<b>TOTALS</b>	<b>4</b>	<b>\$ 252,729</b>	<b>\$ 110,271</b>	<b>\$ -</b>	<b>\$ 363,000</b>

\* Number of benefitted employees

**PURCHASING & WAREHOUSING FUND**

Expenditures by Category



**CITY OF OREM  
ADOPTED BUDGET**

**FISCAL YEAR 2014-2015**

**SELF-INSURANCE  
FUND**

**CITY OF OREM  
ADOPTED BUDGET**

FISCAL YEAR 2014-2015

**SELF-INSURANCE FUND**

**REVENUES**

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

<b>REVENUE DESCRIPTION</b>	<b>ACTUAL FY 11 - 12</b>	<b>ACTUAL FY 12 - 13</b>	<b>BUDGET FY 13 - 14</b>	<b>ADOPTED BUDGET FY 14 - 15</b>
Charges to Departments	\$ 1,038,972	\$ 1,070,000	\$ 1,175,000	\$ 1,175,000
Premiums - Unemployment	170,283	169,198	150,000	150,000
Premiums - Workers Compensation	356,526	354,254	340,000	350,000
Contributions from Other Funds	-	200,000	-	-
<b>FUND TOTALS</b>	<b><u>\$ 1,565,781</u></b>	<b><u>\$ 1,793,452</u></b>	<b><u>\$ 1,665,000</u></b>	<b><u>\$ 1,675,000</u></b>

**CITY OF OREM  
ADOPTED BUDGET**

**FISCAL YEAR 2014-2015**

**SELF-INSURANCE FUND**

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

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

**Major Accomplishments:**

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

**Challenges addressed in this budget:**

- Focuses on employee training.

**Challenges remaining:**

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

**CITY OF OREM  
ADOPTED BUDGET**

FISCAL YEAR 2014-2015

**SELF-INSURANCE FUND**

**BUDGET SUMMARY**

**SELF-INSURANCE FUND**

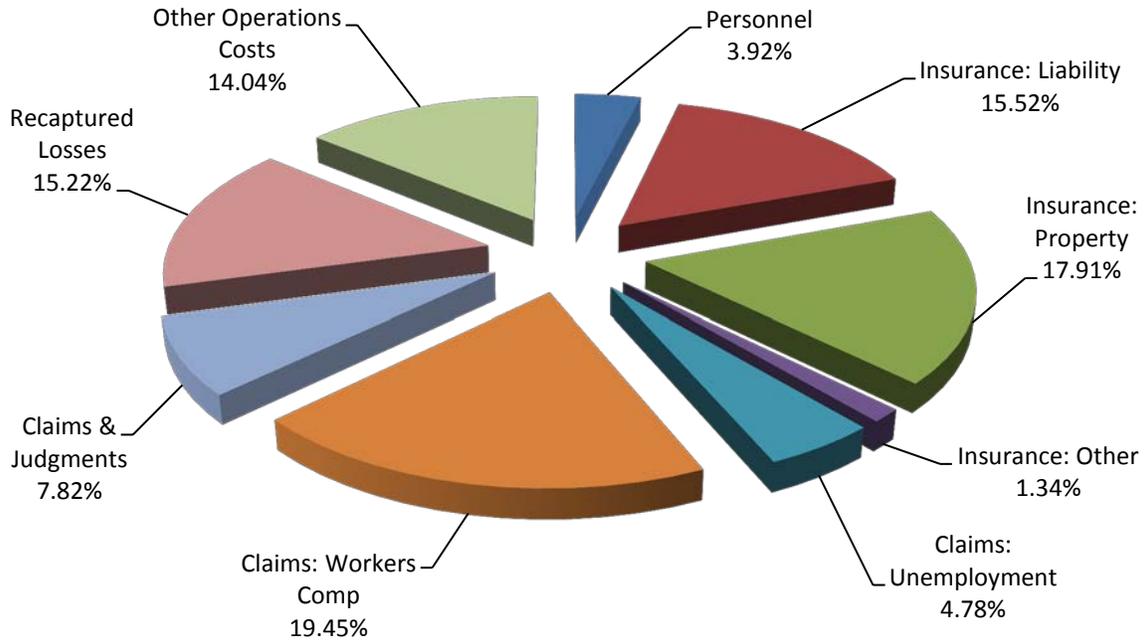
**FY 2014 - 2015**

	# OF EMP. *	PERSONNEL	OPERATIONS	CAPITAL	TOTAL
Risk Management	1	\$ 65,635	\$ 1,233,365	\$ -	\$ 1,299,000
Miscellaneous Expenditures	0	-	376,000	-	376,000
<b>TOTALS</b>	<b>1</b>	<b>\$ 65,635</b>	<b>\$ 1,609,365</b>	<b>\$ -</b>	<b>\$ 1,675,000</b>

\* Number of benefitted employees

**SELF-INSURANCE FUND**

Expenditures by Category



**TIMPANOGOS  
STORYTELLING FESTIVAL  
FUND**

**CITY OF OREM  
ADOPTED BUDGET**

**FISCAL YEAR 2014-2015**

**TIMPANOGOS STORYTELLING FESTIVAL FUND**

**REVENUES**

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

<b>REVENUE DESCRIPTION</b>	<b>ACTUAL FY 11 - 12</b>	<b>ACTUAL FY 12 - 13</b>	<b>BUDGET FY 13 - 14</b>	<b>ADOPTED BUDGET FY 14 - 15</b>
Ticket Sales	\$ 185,345	\$ 170,095	\$ 185,000	\$ 175,000
Donations	52,750	131,532	40,000	106,000
Interest Earnings	5,870	5,159	5,000	4,000
Other Revenues	200	2,072	1,700	-
Contribution from Other Funds	35,000	5,500	10,000	10,000
Appropriations of Surplus	-	-	85,676	-
<b>FUND TOTALS</b>	<b>\$ 279,165</b>	<b>\$ 314,358</b>	<b>\$ 327,376</b>	<b>\$ 295,000</b>

**CITY OF OREM  
ADOPTED BUDGET**

**FISCAL YEAR 2014-2015**

**TIMPANOGOS STORYTELLING FESTIVAL FUND**

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

**Major Accomplishments:**

- Now in its 25<sup>th</sup> year, the Timpanogos Storytelling Festival continues as an annual event presented at Mt. Timpanogos Park, the SCERA Shell, and at area schools. The Festival is now the 2<sup>nd</sup> largest such festival in the nation, second only to the National Storytelling Festival in Tennessee.
- The 7<sup>th</sup> Annual Midwinter Conference was held, as well as year-round school outreach programs and weeklong artist in residency programs.
- Over 45,000 people attended the Annual Timpanogos Storytelling Festival in August/September and the Midwinter Conference in February.
- Orem was named by the National Storytelling Network as the new home of the National Youth Storyteller Showcase. Youth tellers from around the nation come here for workshops with the best national tellers and participate in a showcase performance.
- A new partnership with NASA continues in their nationwide initiative to improve science education in the schools through the use of story.
- The Timpanogos Storytelling Festival Fund continues to support the growth of the City of Orem library's storytelling resource and folktale collections, now the largest such public library collection in the nation.

**Challenges addressed in this budget:**

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

**Challenges remaining:**

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

**CITY OF OREM  
ADOPTED BUDGET**

FISCAL YEAR 2014-2015

**TIMPANOGOS STORYTELLING FESTIVAL FUND**

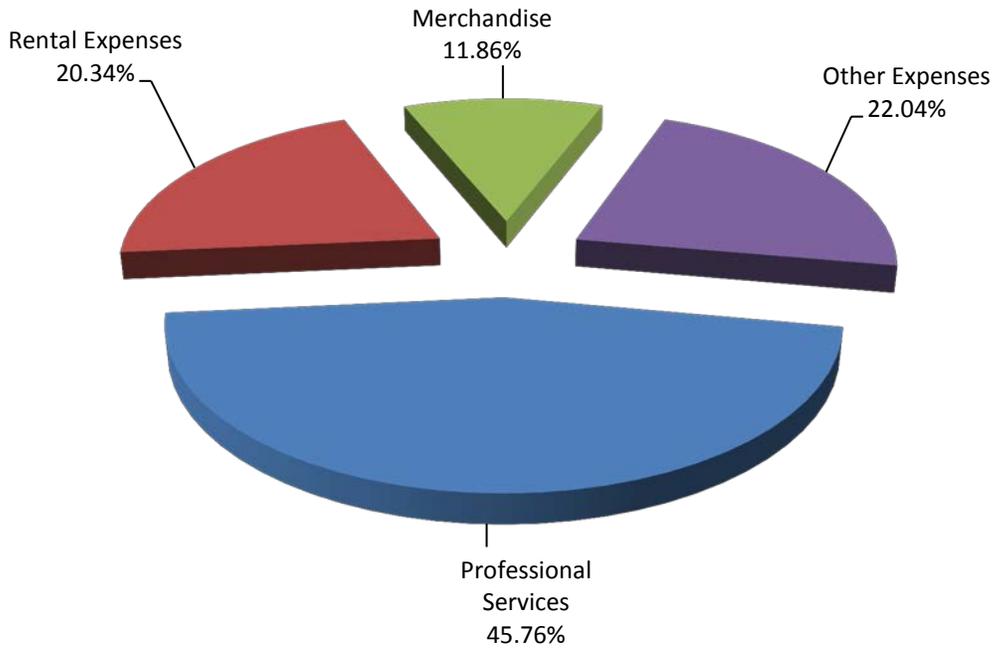
**BUDGET SUMMARY**

TIMPANOGOS STORYTELLING FESTIVAL FUND	FY 2014 - 2015				
	# OF EMP. *	PERSONNEL	OPERATIONS	CAPITAL	TOTAL
Timpanogos Storytelling Festival	0	\$ -	\$ 295,000	\$ -	\$ 295,000
<b>TOTALS</b>	<b>0</b>	<b>\$ -</b>	<b>\$ 295,000</b>	<b>\$ -</b>	<b>\$ 295,000</b>

\* Number of benefitted employees

TIMPANOGOS STORYTELLING FESTIVAL FUND

Expenditures by Category



**CITY OF OREM  
ADOPTED BUDGET**

**FISCAL YEAR 2014-2015**

**OREM FOUNDATION  
TRUST FUND**

**CITY OF OREM  
ADOPTED BUDGET**

FISCAL YEAR 2014-2015

**OREM FOUNDATION TRUST FUND**

**REVENUES**

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

<b>REVENUE DESCRIPTION</b>	<b>ACTUAL FY 11 - 12</b>	<b>ACTUAL FY 12 - 13</b>	<b>BUDGET FY 13 - 14</b>	<b>ADOPTED BUDGET FY 14 - 15</b>
Donations - Timpanogos Storytelling Festival	\$ 37,500	\$ 1,500	\$ 10,000	\$ 10,000
Donations - Orem Library	35,000	16,200	1,000	-
Donations - Orem City	-	12,000	2,500	-
Donations - Donald Davis Film Project	-	1,500	-	-
Appropriations of Surplus	-	-	7,500	-
<b>FUND TOTALS</b>	<b>\$ 72,500</b>	<b>\$ 31,200</b>	<b>\$ 21,000</b>	<b>\$ 10,000</b>

**CITY OF OREM  
ADOPTED BUDGET**

FISCAL YEAR 2014-2015

**OREM FOUNDATION TRUST FUND**

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

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

- Library services.
- Literary and cultural arts programs, including programs associated with the Timpanogos Storytelling Festival, the Library and the Orem Arts Council.
- Fire, police and emergency medical services.
- Public safety programs, including victim assistance, community education, and programs to encourage citizen participation in public safety.
- Emergency management programs.
- Infrastructure, storm drains and water systems, waste management, and the City cemetery.
- Planning for community growth and development.
- Programs to enhance human relations within the community and in the wider world community.
- Procurement, maintenance and enhancement of parks within the City.
- Recreational opportunities for children, youth, adults and seniors, and community-wide leisure activities.
- Neighborhood preservation programs, community beautification, urban forestry programs, and recycling programs.

**Major Accomplishments:**

- Significant donations received in the last year supported several Library programs and the annual Timpanogos Storytelling Festival.

**Challenges addressed in this budget:**

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

**Challenges remaining:**

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

**CITY OF OREM  
ADOPTED BUDGET**

FISCAL YEAR 2014-2015

**OREM FOUNDATION TRUST FUND**

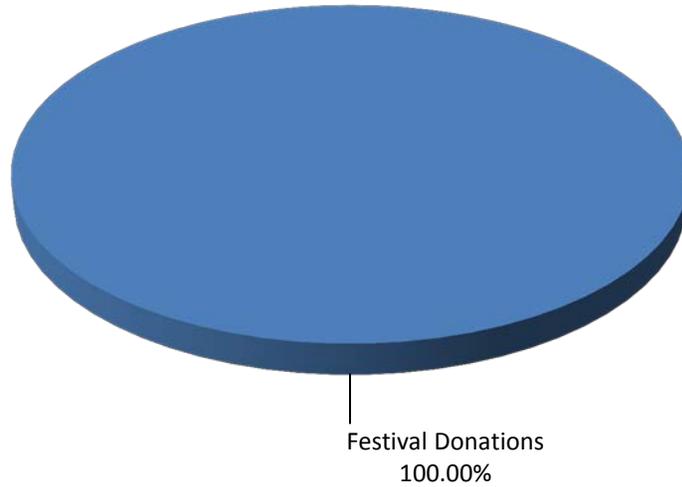
**BUDGET SUMMARY**

OREM FOUNDATION TRUST FUND	# OF					FY 2014 - 2015
	<u>EMP. *</u>	<u>PERSONNEL</u>	<u>OPERATIONS</u>	<u>CAPITAL</u>	<u>TOTAL</u>	
Orem Foundation Trust Fund	0	\$ -	\$ 10,000	\$ -	\$ 10,000	
<b>TOTALS</b>	<b>0</b>	<b>\$ -</b>	<b>\$ 10,000</b>	<b>\$ -</b>	<b>\$ 10,000</b>	

\* Number of benefitted employees

OREM FOUNDATION TRUST FUND

Expenditures by Category



**COMMUNITY &  
NEIGHBORHOOD  
SERVICES  
FUND**

**CITY OF OREM  
ADOPTED BUDGET**

FISCAL YEAR 2014-2015

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

**REVENUES**

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

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

<b>REVENUE DESCRIPTION</b>	<b>ACTUAL FY 11 - 12</b>	<b>ACTUAL FY 12 - 13</b>	<b>BUDGET FY 13 - 14</b>	<b>ADOPTED BUDGET FY 14 - 15</b>
Grant - Community Development	\$ 914,244	\$ 464,447	\$ 711,782	\$ 592,860
Revolving Loan Funds - Loan Payments	78,199	163,098	368,500	174,000
Interest Earnings	48	1,396	500	500
Miscellaneous Revenues	439,116	240	-	-
Contributions from Other Funds	46,357	47,154	51,801	47,048
Appropriations of Surplus	-	-	241,343	-
<b>FUND TOTALS</b>	<b>\$ 1,477,964</b>	<b>\$ 676,335</b>	<b>\$ 1,373,926</b>	<b>\$ 814,408</b>

**CITY OF OREM  
ADOPTED BUDGET**

**FISCAL YEAR 2014-2015**

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

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

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

**Major Accomplishments:**

- Provided funding to 16 local agencies offering a wide variety of programs to LMI citizens.
- Provided 1 low-interest housing rehabilitation loan and/or emergency-repair grant to an LMI household.
- Provided funding for two full-time equivalent Code Enforcement Officers to assist with neighborhood revitalization activities.
- Completed all required labor reporting and monitoring for federally-funded construction projects.
- Participated in federal monitoring by HUD representatives.
- Participated in the Utah Valley Consortium of Cities and County to allocate HOME Investment Partnership Act (HOME) funding for local housing needs. Projects included: transitional housing for battered women; housing for women and children who are participating in drug/alcohol rehabilitation; housing for people coming out of the correctional system; self-help sweat equity construction of housing; down payment assistance; and expansion of senior housing stock for the local housing authority.
- Participated in both the Mountainland Continuum of Care Committee and the Utah Valley Consortium of Cities and County as decisions were made regarding area housing needs.
- Conducted a public-input process with a local commission of citizen volunteers.

**Challenges addressed in this budget:**

- There has been an increased interest in the Business Revolving Loan Fund (RLF) due to increased advertising. Since it is anticipated that multiple loans will be made this year, funding has been made available within this fiscal year's budget.

**Challenges remaining:**

- There is a high demand for the City's CDBG and HOME allocations.
- The Housing Rehabilitation loan portfolio is now primarily made up of deferred loans, so very little program income will be generated in the future. With little program income, the CNS Office has a very tight administrative budget.
- Several local agencies have requested assistance with the construction of public facilities, and the City's CDBG allocation is not substantial enough to accommodate these requests.
- The CDBG curb, gutter, and sidewalk program has been substantially reduced over the past few years, inhibiting the City's ability to complete large infrastructure projects in income-eligible neighborhoods.
- Limited funds are in high demand for redevelopment of deteriorating commercial areas.
- The limited availability and cost of vacant property in the City is making it difficult to complete various housing projects for LMI and special populations.
- Many local non-profits are struggling to build capacity and generate a self-sustaining budget. Mentoring and technical-assistance from the community needs to be coordinated by the City.

**CITY OF OREM  
ADOPTED BUDGET**

FISCAL YEAR 2014-2015

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

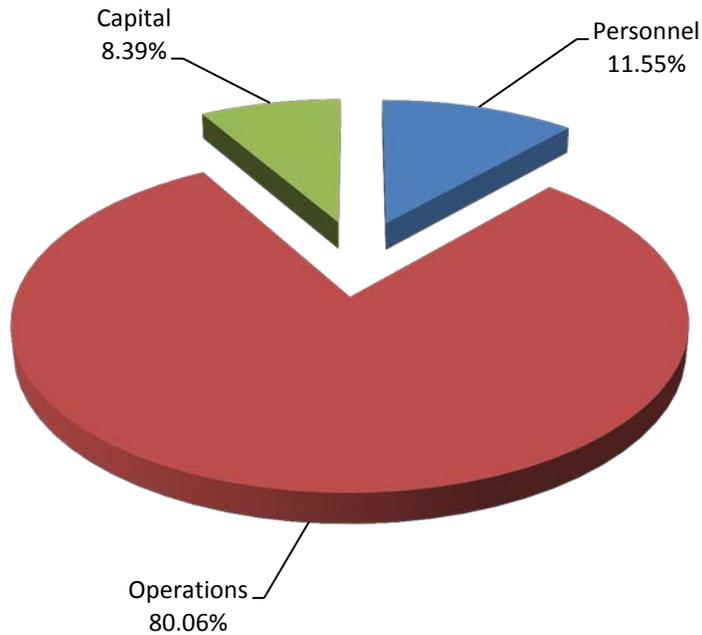
**BUDGET SUMMARY**

COMMUNITY & NEIGHBORHOOD SERVICES FUND				FY 2014 - 2015	
	# OF				
	EMP. *	PERSONNEL	OPERATIONS	CAPITAL	TOTAL
CNS Operations	1	\$ 94,095	\$ 141,550	\$ -	\$ 235,645
CNS Projects	0	-	346,460	68,303	414,763
CDBG/EDA RLF Loans	0	-	164,000	-	164,000
<b>TOTALS</b>	<b>1</b>	<b>\$ 94,095</b>	<b>\$ 652,010</b>	<b>\$ 68,303</b>	<b>\$ 814,408</b>

\* Number of benefitted employees

COMMUNITY & NEIGHBORHOOD SERVICES FUND

Expenditures by Category



**CITY OF OREM  
ADOPTED BUDGET**

**FISCAL YEAR 2014-2015**

**SENIOR CITIZENS  
FUND**

**CITY OF OREM  
ADOPTED BUDGET**

FISCAL YEAR 2014-2015

**SENIOR CITIZENS FUND**

**REVENUES**

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

<b>REVENUE DESCRIPTION</b>	<b>ACTUAL FY 11 - 12</b>	<b>ACTUAL FY 12 - 13</b>	<b>BUDGET FY 13 - 14</b>	<b>ADOPTED BUDGET FY 14 - 15</b>
Interest Earnings	\$ 1,783	\$ 1,194	\$ 2,000	\$ 750
Misc Revenues - Coffee	351	330	500	250
Misc Revenues - Vending Machines	103	71	250	250
Misc Revenues - Ceramics	808	659	750	500
Misc Revenues - Tours	24,887	25,278	25,000	25,000
Misc Revenues - Donations	6,816	9,588	10,000	10,000
Misc Revenues - Quilting	693	586	1,000	500
Misc Revenues - Gift Shop	959	933	1,000	250
Misc Revenues - Membership Dues	4,425	4,237	5,000	5,000
Misc Revenues - Dances	5,388	4,277	6,250	8,000
Misc Revenues - Building Donations	1	124	250	250
Misc Revenues - Classes	846	900	1,000	500
<b>FUND TOTALS</b>	<b>\$ 47,060</b>	<b>\$ 48,177</b>	<b>\$ 53,000</b>	<b>\$ 51,250</b>

**CITY OF OREM  
ADOPTED BUDGET**

**FISCAL YEAR 2014-2015**

**SENIOR CITIZENS FUND**

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

**Major Accomplishments:**

- The Senior Center was the recipient of a \$9,000 grant from the Eldred Sunset Manor Foundation, Inc. This grant was used for the UTA Monday transportation of seniors to the Senior Center. In past years, this grant has been used to purchase such things as an electric wheelchair, washer and dryer, microphone system, sound systems in various areas, multi-media projector, carpet, computers, weights, and various other small pieces of equipment or small repairs.

**CITY OF OREM  
ADOPTED BUDGET**

FISCAL YEAR 2014-2015

**SENIOR CITIZENS FUND**

**BUDGET SUMMARY**

**SENIOR CITIZENS FUND**

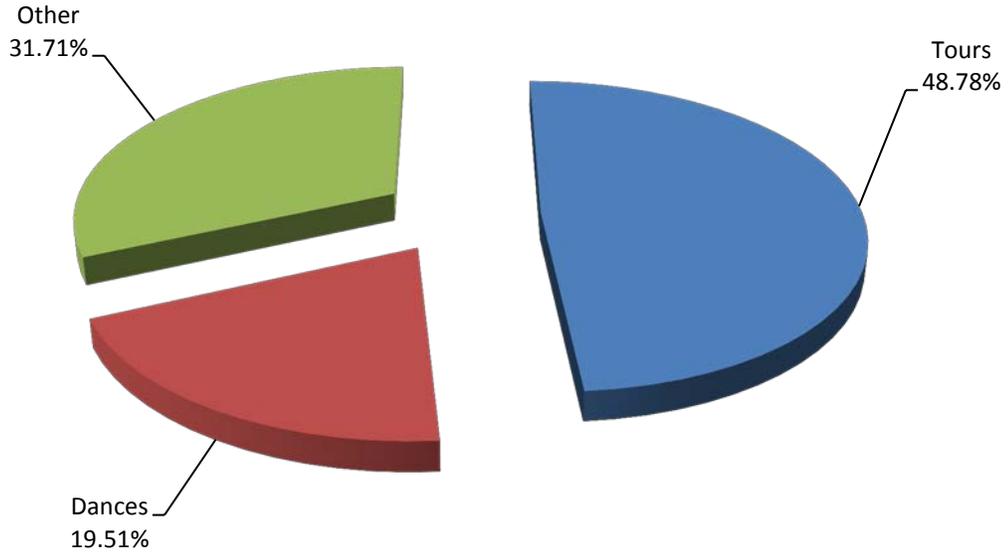
**FY 2014 - 2015**

	# OF EMP. *	PERSONNEL	OPERATIONS	CAPITAL	TOTAL
Senior Citizens Fund	0	\$ -	\$ 51,250	\$ -	\$ 51,250
<b>TOTALS</b>	<b>0</b>	<b>\$ -</b>	<b>\$ 51,250</b>	<b>\$ -</b>	<b>\$ 51,250</b>

\* Number of benefitted employees

**SENIOR CITIZENS FUND**

Expenditures by Category



**TELECOMMUNICATIONS  
BILLING  
FUND**

**CITY OF OREM  
ADOPTED BUDGET**

FISCAL YEAR 2014-2015

**TELECOMMUNICATIONS BILLING FUND**

**REVENUES**

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

<u>REVENUE DESCRIPTION</u>	<u>ACTUAL FY 11 - 12</u>	<u>ACTUAL FY 12 - 13</u>	<u>BUDGET FY 13 - 14</u>	<u>ADOPTED BUDGET FY 14 - 15</u>
Fees - Fiber Optic Billing	\$ 1,069	\$ 5,098	\$ 4,000	\$ 4,000
Interest Earnings	2,011	52,748	56,000	56,000
<b>FUND TOTALS</b>	<b><u>\$ 3,080</u></b>	<b><u>\$ 57,846</u></b>	<b><u>\$ 60,000</u></b>	<b><u>\$ 60,000</u></b>

**CITY OF OREM  
ADOPTED BUDGET**

**FISCAL YEAR 2014-2015**

**TELECOMMUNICATIONS BILLING FUND**

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

**Major Accomplishments:**

- The IT division was able to create a modified version of the City's miscellaneous billing program to accommodate these unique billings.
- The Accounting division has billed over 300 CUE agreement customers since July of 2012 and is currently billing over 270 customers.

**CITY OF OREM  
ADOPTED BUDGET**

FISCAL YEAR 2014-2015

**TELECOMMUNICATIONS BILLING FUND**

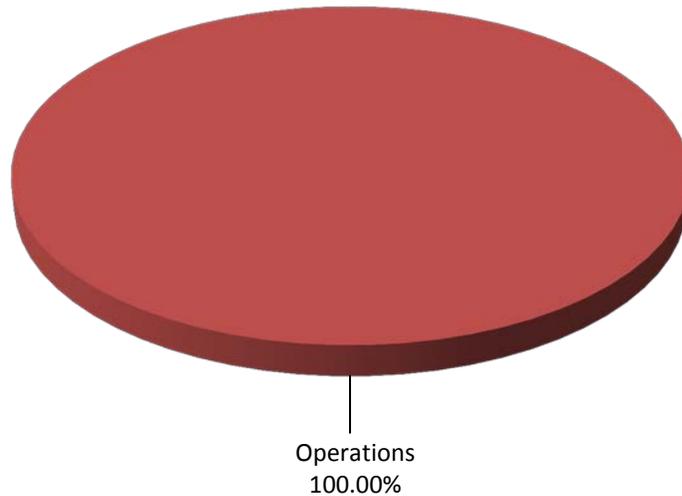
**BUDGET SUMMARY**

<b>TELECOMMUNICATIONS BILLING FUND</b>	<b>FY 2014 - 2015</b>				
	<b># OF</b>				
	<b>EMP. *</b>	<b>PERSONNEL</b>	<b>OPERATIONS</b>	<b>CAPITAL</b>	<b>TOTAL</b>
Telecommunications Billing	0	\$ -	\$ 60,000	\$ -	\$ 60,000
<b>TOTALS</b>	<b>0</b>	<b>\$ -</b>	<b>\$ 60,000</b>	<b>\$ -</b>	<b>\$ 60,000</b>

\* Number of benefitted employees

TELECOMMUNICATIONS BILLING FUND

Expenditures by Category



**CAPITAL  
IMPROVEMENTS  
SUMMARY**

**CITY OF OREM  
ADOPTED BUDGET**

**FISCAL YEAR 2014-2015**

**FISCAL YEAR 2014 – 2015  
CAPITAL IMPROVEMENTS SUMMARY**

<b>Project Description</b>	<b>General Fund</b>	<b>Road Fund</b>	<b>CIP Fund</b>	<b>Water Fund</b>	<b>Water Reclamation Fund</b>	<b>Storm Sewer Fund</b>	<b>Other Funds</b>	<b>Total</b>
<b><u>Vehicles</u></b>								
Vehicles	\$ 650,000	\$ 75,000	\$ -	\$ 365,000	\$ 108,000	\$ 75,000	\$ 35,000	\$ 1,308,000
Jet/Vac Truck	-	-	-	130,000	200,000	-	-	330,000
Street Sweeper	-	-	-	-	-	250,000	-	250,000
	<u>650,000</u>	<u>75,000</u>	<u>-</u>	<u>495,000</u>	<u>308,000</u>	<u>325,000</u>	<u>35,000</u>	<u>1,888,000</u>
<b><u>Equipment</u></b>								
GPS Rovers	58,000	-	-	-	29,000	-	-	87,000
Mass Communication Prgrm	27,000	-	-	-	-	-	-	27,000
SCBA	50,000	-	-	-	-	-	-	50,000
Playground Equipment	50,000	-	-	-	-	-	-	50,000
Utility Vehicle	15,000	-	-	-	-	-	-	15,000
Riding Mowers	30,000	-	-	-	-	15,750	-	45,750
Asphalt Paver	-	110,000	-	50,000	-	-	-	160,000
Mini-Scout	-	-	-	-	15,000	-	-	15,000
Leak Detection Equipment	-	-	-	12,000	-	-	-	12,000
Other	5,000	-	-	12,000	165,000	-	-	182,000
	<u>235,000</u>	<u>110,000</u>	<u>-</u>	<u>74,000</u>	<u>209,000</u>	<u>15,750</u>	<u>-</u>	<u>643,750</u>
Subtotal	<u>885,000</u>	<u>185,000</u>	<u>-</u>	<u>569,000</u>	<u>517,000</u>	<u>340,750</u>	<u>35,000</u>	<u>2,531,750</u>
<b><u>Improvements</u></b>								
Misc. Facilities Projects	14,000	-	134,385	-	-	-	-	148,385
Library Carpet & Imprvmnts	97,500	-	-	-	-	-	-	97,500
Building Security Imprvmnts	12,000	-	-	-	-	-	-	12,000
	<u>123,500</u>	<u>-</u>	<u>134,385</u>	<u>-</u>	<u>-</u>	<u>-</u>	<u>-</u>	<u>257,885</u>
<b><u>Streets</u></b>								
Street Overlays	-	424,230	-	-	-	-	-	424,230
Street Striping	-	100,000	-	-	-	-	-	100,000
Street Crack Seal	-	315,000	-	-	-	-	-	315,000
Slurry Seal	-	350,000	-	-	-	-	-	350,000
Center / I-15 to Geneva Rd	-	-	67,000	-	-	-	-	67,000
Take Pride in Orem	-	-	-	-	-	-	123,873	123,873
ADA Curb Cut Prjcts	-	-	-	-	-	-	40,000	40,000
Other Projects	-	-	-	-	-	-	28,303	28,303
	<u>-</u>	<u>1,189,230</u>	<u>67,000</u>	<u>-</u>	<u>-</u>	<u>-</u>	<u>192,176</u>	<u>1,448,406</u>
<b><u>Water</u></b>								
Canyon Springs	-	-	-	250,000	-	-	-	250,000
Line Replacements	-	-	-	250,000	-	-	-	250,000
Misc. Construction	-	-	-	120,383	-	-	-	120,383
	<u>-</u>	<u>-</u>	<u>-</u>	<u>620,383</u>	<u>-</u>	<u>-</u>	<u>-</u>	<u>620,383</u>
<b><u>Water Reclamation</u></b>								
Methane Chiller & Scrubber	-	-	-	-	250,000	-	-	250,000
Beverly Subdivision	-	-	-	-	-	-	-	-
Liner Replacement	-	-	-	-	150,000	-	-	150,000
Liner Projects	-	-	-	-	100,000	-	-	100,000
Misc. Construction	-	-	-	-	35,892	-	-	35,892
	<u>-</u>	<u>-</u>	<u>-</u>	<u>-</u>	<u>535,892</u>	<u>-</u>	<u>-</u>	<u>535,892</u>
<b><u>Storm Sewer</u></b>								
Misc. Construction	-	-	-	-	-	302,848	-	302,848
	<u>-</u>	<u>-</u>	<u>-</u>	<u>-</u>	<u>-</u>	<u>302,848</u>	<u>-</u>	<u>302,848</u>
Subtotal	<u>123,500</u>	<u>1,189,230</u>	<u>201,385</u>	<u>620,383</u>	<u>535,892</u>	<u>302,848</u>	<u>192,176</u>	<u>3,165,414</u>
<b>Grand Total</b>	<b>\$ 1,008,500</b>	<b>\$ 1,374,230</b>	<b>\$ 201,385</b>	<b>\$ 1,189,383</b>	<b>\$ 1,052,892</b>	<b>\$ 643,598</b>	<b>\$ 227,176</b>	<b>\$ 5,697,164</b>

CITY OF OREM  
APPROVED FEES & CHARGES  
FISCAL YEAR 2014-2015

**City of Orem, Utah  
Approved Fees & Charges  
Fiscal Year 2014-2015**

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CITY OF OREM  
APPROVED FEES & CHARGES  
FISCAL YEAR 2014-2015

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CITY OF OREM  
 APPROVED FEES & CHARGES  
 FISCAL YEAR 2014-2015

**ADMINISTRATIVE SERVICES**

**Documents**

Budget Copies .....	\$5.00
Copy Machine Copies .....	\$0.10/page or side for the public
General Plan (hard copy, black & white) .....	\$50.00
General Plan (CD) .....	\$10.00
General Plan (internet).....	Free
Special Information Searches .....	Actual cost including employee salary

**Miscellaneous**

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

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

**Utility Connections**

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

**CITY MANAGER**

**City Center Use\***

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

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

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

**Miscellaneous**

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

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

1. Passport Book – Age 16 & Older ..... Fee set by the U.S. Department of State
  2. Passport Book – Under Age 16 ..... Fee set by the U.S. Department of State
  3. Passport Card – Age 16 & Older ..... Fee set by the U.S. Department of State
  4. Passport Card – Under Age 16 ..... Fee set by the U.S. Department of State
- Execution Fee (Added to each application – payable to “The City of Orem”)..... Fee set by the U.S. Department of State
- Overnight Fee..... \$20.00
- Passport Photos (May be purchased from the City or supplied from other sources) ..... \$13.00

**CITY OF OREM**  
**APPROVED FEES & CHARGES**  
**FISCAL YEAR 2014-2015**

**Solid Waste\*\***

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

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

**DEVELOPMENT SERVICES**

**Appeals**

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

**Bonds**

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

**Business License Fees**

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

Late Fees – In addition to fees shown above

1. Home Occupations
  - a. February 1 to April 30.....
  - b. Payments starting May 1 .....
2. Commercial Businesses
  - a. February 1 to April 30.....
  - b. Payments starting May 1 .....

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

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**Development Review Applications**

Public Noticing .....	Time + Materials + Postage
Utah County fees .....	All required Utah County recording fees will be paid by the applicant
Public Hearing Legal Notice .....	Publishing cost for legal noticing paid by applicant
Annexation Request .....	\$1,500.00 + cost of legal noticing
City Code Amendment .....	\$900.00
Concrete/Masonry Fence .....	\$50.00
Conditional Use Permits .....	\$800.00
Condominium Conversion .....	\$300.00 + \$55.00/unit
Fence Modification/Waiver .....	\$100.00
General Plan Amendment Request .....	\$1,000.00
Other .....	\$200.00
Street Vacation .....	\$1,200.00
<b>Subdivision Plats/Site Plans:</b>	
1. Additional Reviews .....	2. through 7., \$500.00/review after 3 reviews
2. PRD Preliminary .....	\$800.00+ \$20.00/lot
3. PRD Final .....	\$600.00+ \$30.00/lot
4. Preliminary, Residential .....	\$800.00+ \$20.00/lot
5. Final, Residential (not including recording fees) .....	\$600.00+ \$20.00/lot
6. Plat Amendments, Including Lot Line Adjustment (not including recording fees) .....	\$800.00+ \$20.00/lot
7. Site Plans .....	\$1,500.00
8. Site Plan Administrative Approval .....	\$500.00
9. Temporary Site Plan or Day Care .....	\$100.00
Zoning Ordinance Amendment .....	\$1,200.00
Zoning Ordinance Amendment/New PD Zone .....	\$2,000.00

**Sign Posting Fee**

Development Review Requests:

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

Public Sign Replacement Fee ..... \$65.00

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

All Improvement Bonds – Commercial & Multifamily..... 110% of estimated cost as determined by City Engineer

New Single Family:

1. Undeveloped Lot ..... 110% of estimated cost as determined by City Engineer
2. Developed Lot ..... \$1,000.00

Single Family Additions greater than 500 sq. feet..... \$200.00

**Building Safety Permits**

Basement Finishes (existing homes).....\$30.00 + 1% of valuation based upon building standards by ICC

Building Demolition Permit .....UAC rate (\$30.00 minimum)

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**Building Permits – Total of:**

1. Current Building Valuation as Published by ICC ..... Table 3A, 1997 UAC (\$30.00 minimum) + 5%
  2. Storm Water Pollution Prevention Plan (SWPPP) Fee on New Construction and Additions Over 500 Square Feet ..... \$50.00
- Clear Certificate of Non-compliance ..... \$110.00  
Construction Water ..... \$30.00  
Electrical Permit ..... Table 3B, 1997 UAC (\$30.00 minimum) + 5%  
Mechanical Permit ..... Table 3C, 1997 UAC (\$30.00 minimum) + 5%  
Plumbing Permit ..... Table 3D, 1997 UAC (\$30.00 minimum) + 5%  
Sign Permits – Valuation as Provided by Applicant ..... Table 3A, 1997 UAC (\$30.00 minimum) + 5%  
Temporary Certificate of Occupancy:
1. Commercial ..... \$375.00 (non-refundable)
  2. Residential ..... \$240.00 (\$100.00 refunded, if completed within 30 days, unless illegally occupied)

**Building Safety Plan Review**

- Commercial & Residential ..... The lesser of 65% of the permit fee **or** the actual cost  
Fast Track:
1. Commercial and/or Deferred Submittals ..... \$700.00 minimum + \$50.00/hour if over 4 hours
  2. Residential ..... \$250.00 minimum + \$50.00/hour if over 2 hours
- Plan Review Required by Changes ..... \$30.00 minimum + \$50.00/hour if over ½ hour  
Buildings over four stories ..... Third party structural review required (cost)

**Building Safety Miscellaneous Fees**

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

**Building Safety Special Inspections**

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

**Engineering Fees**

- Permit Fee ..... \$50.00  
Road Cut Fee (By Age of Roadway):
1. 0-2\* years ..... \$5,000.00 + \$2.00/linear foot
  2. 2-5 years ..... \$250.00 + \$1.50/linear foot
  3. 5 + years ..... \$150.00+\$1.00/linear foot
- \*requires City Engineer Approval; fees are a minimum charge with additional requirements to be negotiated
- Road Bore Fees (By Age of Roadway):
1. 0-2\* years ..... \$5,000.00
  2. 2-5 years ..... \$250.00
  3. 5 + years ..... \$150.00
- Length of Bore:
1. 0 – 50 feet ..... \$50.00 + ROW Pothole Fee \$5.00 each
  2. 50 – 300 feet ..... \$150.00 + ROW Pothole Fee \$5.00 each
  3. 300 feet + ..... \$300.00 + ROW Pothole Fee \$5.00 each
- \*requires City Engineer Approval; fees are a minimum charge with additional requirements to be negotiated

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**Subdivisions**

Engineering Construction Inspections

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

Processing Check to County Recorder:

1. Original Linen
2. Per Lot
3. Recorded Copies ..... As Charged by County

Miscellaneous

1. Approved Drawings PDF Diskette ..... \$40.00/page
2. Barricades (provided)..... \$28.00/barricade
3. Blueprints 24 X 18 ..... \$3.00/page
4. Blueprints 24 X 36 ..... \$3.00/page
5. Blueprints 36 X 36 or larger..... \$5.00/page
6. Color Maps 8 ½ X 12 .....\$1.00 each
7. Color Maps 11 X 11 .....\$5.00 each
8. Color Maps 18 X 18 .....\$10.00 each
9. Color Maps 24 X 36 .....\$15.00 each
10. Color Maps 36 X 48 .....\$20.00 each
11. Construction Specs .....\$35.00/book
12. Copies of Documents ..... \$0.30/page
13. Engineering Copies 36 X 48 (b&w)..... \$3.00/page

Street Signs

1. Extra Panel .....\$110.00each
2. 30" Stop or Traffic Sign, etc.....\$105.00/each
3. Street Address Sign .....\$245.00/each
4. 36" Stop or Traffic Sign, etc. ....\$165.00/each

Street Lights

1. Residential/Commercial Poles .....\$3,600.00 each
  - a. Light Pole Base& Fixture .....\$1980.00
  - b. Junction Box & Installation .....\$175.00
  - c. Base Installation .....\$165.00
  - d. Pole Installation .....\$195.00
  - e. LED/Bulb Driver & Eye .....\$535.00
  - f. Cable & Conduit .....\$1.50/ft. (avg. of 65')
  - g. Trench for Power .....\$8.50/ft (avg. pf 65')
2. Corridor Pole .....\$4,950.00 each
  - a. Light Pole Base & Fixture .....\$3,500.00
  - b. Junction Box & Installation .....\$175.00
  - c. Base Installation .....\$165.00
  - d. Pole Installation .....\$215.00
  - e. LED/Bulb, Driver & Eye .....\$345.00
  - f. Cable & Conduit \$1.50/ft. (avg. 65') .....\$97.50
  - g. Trench for Power \$8.50/ft. (avg. of 65') .....\$452.00

Subdivision Improvement Bond (estimated cost per City Engineer)

1. Change of Address .....\$50.00
2. Re-processing Plat.....\$20.00
3. Revisions Prior to Recording .....\$50.00

Survey

1. Performance Cash Bond (held for one year from date last permit pulled) ..... \$1,000.00
2. Lien Processing and Filing Per Development ..... \$50.00

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**FIRE**

**Ambulance Fees**

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

**Annual Commercial Inspection Fees**

Assembly (permanent dance clubs).....	\$110 - \$280 (see chart)
1. 0-3,000 sq. ft. ....	\$110.00
2. 3,001 to 6,000 sq. ft. ....	\$150.00
3. 6,001 to 9,000 sq. ft. ....	\$190.00
4. 9,001 to 12,000 sq. ft. ....	\$230.00
5. 12,001 sq. ft and above .....	\$280.00
Fireworks Displays Inside Permanent Retail Outlets .....	\$110.00
Hazardous Materials Dispensing/Use .....	\$125.00
Hazardous Materials Production/Processing .....	\$175.00
Hazardous Materials Storage Sites .....	\$110.00
High Rise Inspections .....	\$350.00
Home Day Care .....	\$110.00
Hospitals .....	\$220.00
Hotel and Large Apartment Complexes (over 16 units)	
1. 16-32 units .....	\$110.00
2. 33-48 units.....	\$150.00
3. 49-64 units .....	\$200.00
4. 65-80 units .....	\$250.00
5. 81 units and above .....	\$300.00
Pre-school/Day Care.....	\$110.00
Repair Garages/ Fuel Dispensing Stations.....	\$110.00
Restaurants (fire suppression systems).....	\$110.00
State Licensed Health Care Facilities .....	\$110.00

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

Additions, Remodels or New Construction	
1. Under 3,000 sq. ft.....	\$110.00
2. 3,001 to 8,000 sq. ft.....	\$220.00
3. 8,001 sq. ft and above.....	\$165.00 + \$0.005/sq. ft

**Miscellaneous**

Community Emergency Response Team (CERT) Class .....	\$45.00
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**Other Inspections and Re-inspections**

Miscellaneous Fire Inspection	
1. 0-7,000 sq. ft. ....	\$110.00
2. 7,001 to 15,000 sq. ft. ....	\$160.00
3. 15,001 to 30,000 sq. ft. ....	\$200.00
4. 30,001 to 50,000 sq. ft. ....	\$240.00
5. 50,001 sq. ft. and above .....	\$280.00
Re-inspection Fee (charged for 3 <sup>rd</sup> and subsequent re-inspections).....	\$110.00
Spray Booth, Spray Room or Limited Spray Area .....	\$110.00
Wet Chemical/Hood System.....	\$110.00

**Reports**

EMS Reports .....	\$10.00
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**Service Fees**

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

**Sprinkler System Inspections\***

Additions, Remodels or New Construction	
1. Under 3,000 sq. ft.....	\$110.00
2. 3,001 to 8,000 sq. ft.....	\$220.00
3. 8,001 sq. ft and above.....	\$220.00 + \$0.01/sq. ft

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

**Temporary and Construction Permit Fees**

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

**LIBRARY**

**Library Fees and Charges**

Checkout Fees-Feature Films	
1. DVD or VHS per Disc or Cassette .....	\$1.00/week
2. DVD or VHS in Designated Series per Unit .....	\$0.50 per disc or cassette/week
3. DVD or VHS in Designated Series, 4 or More Discs or Cassettes .....	\$0.50 per disc or cassette/two weeks
Copies (includes sales tax)	
1. Color Printing (8 ½ X 11 only) .....	\$0.25/each
2. Letter (8 ½ X 11).....	\$0.10/each
3. Copies of Historic Photos.....	\$2.00/each
4. Genealogy Fan Chart .....	\$2.50
Miscellaneous	
1. Annotated Booklet.....	\$8.00
2. Bar-code Replacement .....	\$1.00
3. Canvas Book Bag .....	\$5.00
4. CD Label/Tag Insert.....	\$3.00
5. Damaged/Missing Security or RFID Tag .....	\$1.50
6. Interlibrary Loan (shipping & handling) .....	Costs as charged

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7. Non-resident Card .....	\$100.00 /year or \$50.00 /6 months
8. Opaque Projector Use.....	\$0.50/30 minutes
9. Polishing or CD/DVD Repair – Double Sided.....	\$6.00
10. Polishing or CD/DVD Repair – Single Sided .....	\$3.00
11. Replacement of User Card .....	\$3.50

Overdue Fines

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

Repairable Book Damage

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

Replacement Fee for Lost or Permanently Damaged Items – When the list price is known, the replacement fee is the list price plus a processing fee. When the list price is unknown, the replacement fee is an average replacement price as listed below (includes adjusted processing fee)

1. Audio Cassette.....	\$9.00
2. Board Book .....	\$5.00
3. Book on Cassette .....	\$34.00
4. Book on CD.....	\$39.00
5. Boy Scout Merit Badge Book .....	\$4.00
6. Cassette or CD Pouch.....	\$1.00
7. CD-ROM.....	\$35.00
8. Compact Disc .....	\$15.00
9. DVD .....	\$25.00
10. DVD Security Case .....	\$3.00
11. DVD Security Case (3-7 discs) .....	\$4.00
12. DVD Security Case (8-10 discs) .....	\$4.50
13. DVD Security Hub .....	\$0.50
14. Entertainment Video .....	\$30.00
15. Hardback Book.....	\$21.50
16. Informational Video .....	\$50.00
17. Junior Hardback Book.....	\$15.00
18. Junior Paperback Book.....	\$9.00
19. Magazine .....	\$4.00
20. Map .....	\$9.00
21. Media Kit .....	\$25.50
22. Media Kit Box.....	\$10.00
23. Pamphlet File Carrier .....	\$0.50
24. Pamphlet File Material .....	\$1.75
25. Paperback Book.....	\$8.00
26. Processing Fee (board books, magazines, merit badge books).....	\$2.00

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27. Processing Fee (other items) .....	\$4.00
28. Read Along Book .....	\$20.00
29. Reference Book .....	\$75.50
30. Reference Magazine .....	\$5.00
31. Reproduction of Graphics for Media Carriers .....	\$5.00
32. Sheet Music .....	\$20.00
33. Spoken Word Cassette Carrier (1 – 15 tape bays).....	\$5.00
34. Spoken Word Cassette Carrier (16 + tape bays).....	\$10.00
35. Spoken Word CD Carrier (1 disc).....	\$2.00
36. Spoken Word CD Carrier (2 – 8 discs) .....	\$7.00
37. Spoken Word CD Carrier (9 + discs) .....	\$12.00
38. Trade Paperback Book .....	\$15.00
39. Tyvek Envelope.....	\$2.00
40. Video Carrier.....	\$1.00
Stage at City Center Park	
1. Reservation Fee .....	\$250.00/4 hour block
2. Hourly Rate .....	\$75.00

**POLICE**

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

Application Fee .....	\$225.00
Class A, Off Premise Beer Retailer .....	\$600.00
Class B, Restaurant On Premise Beer Retailer .....	\$600.00
Class C, Other On Premise Beer Retailer .....	\$670.00
Class D, Single Event Permit.....	\$575.00
Class E, Liquor License .....	\$725.00
License Denial Appeal Fee .....	\$75.00

**Animal Control Fees**

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

**Miscellaneous**

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

**Reports**

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

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

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

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**PUBLIC WORKS**

**Cemetery**

Burial Right Transfer and Other Transactions .....	\$15.00
Cemetery Lot	
1. Single Lot .....	\$1,200.00
2. ½ Space on Edge of Road .....	\$600.00
Disinterment .....	\$1,500.00
Interment	
1. Adult Burial .....	\$600.00
2. Cremation .....	\$300.00
3. Double Depth (first burial only; second burial at regular fee) .....	\$900.00
4. Infant Burial (1 year old or under) .....	\$400.00
5. Junior Burial .....	\$600.00
Overtime (after 4:00 p.m.) .....	\$75.00 per ½ hour
Saturday Interment (in addition to regular fee) .....	\$400.00
Headstone Inspection and Setting Fee .....	\$35.00

**Miscellaneous Charges**

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

Items 3 through 16 are not intended for rental or contract purposes but may be made available for emergency situations on a case-by-case basis.

**Pretreatment Fees**

Sewer Pretreatment Fees

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

\*Depending on the regulated industry, the City will apply either the BOD or the COD surcharge at its own discretion.

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**Sewer Connection Fees**

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

**Sewer Rates**

Monthly, All Uses:

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

\*Effective July 1 of each year, the monthly charge shall be based on the average winter water usage for the preceding months of November through April.

**Storm Sewer Fees**

Storm Sewer Construction Site Citation Infraction\*

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

Storm Sewer Construction Site Inspections Fee\*\*

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

Storm Sewer Fee per Equivalent Service Unit (ESU) .....\$5.25/month

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

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

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**Water Connection Fees**

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

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

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**Water Rates**

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

Usage Charge (all meter sizes) .....	\$0.58/1,000 gallons
¾" Meter.....	\$13.94/month
1" Meter.....	\$35.32/month
1 ½" Meter.....	\$99.44/month
2" Meter.....	\$163.57/month
3" Meter.....	\$249.08/month
4" Meter.....	\$420.08/month
6" Meter.....	\$1,061.35/month
8" Meter.....	\$1,417.63/month
10" Meter.....	\$2,126.45/month
Fire Hydrant Meter Rental* .....	\$20.00/See Note

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

\* In addition to the \$20.00 base rate, a \$1,100.00 deposit is required in the form of cash or certified funds to rent a fire hydrant meter. The charge to rent a meter is \$5.00 per day but shall not exceed \$100.00 per month. The standard usage charge per 1,000 gallons of water used or \$10.00 will be assessed, whichever is greater. The water meter must be returned on a monthly basis for reading and billing purposes otherwise \$50.00 of the deposit shall be forfeited. The maximum meter rental period is three months. If the meter is not returned at the end of the three-month period, the deposit shall be completely forfeited.

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**Water Rights Impact Fees**

Development Type/*Water Required\**

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

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

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**RECREATION**

**The current Utah State sales tax will be added to all fees (unless otherwise noted).**

**Additionally, there is a \$5.00 non-refundable fee for all classes and programs.**

*(Note: All other Recreation Department fees and charges not contained herein shall remain in effect at the current approved rate. The Recreation Director is authorized to adjust any Recreation Department fee to reflect market conditions and to set temporary fees for any Recreation Department programs started in mid-year based upon the expected costs of the program.)*

**City of Orem Scera Park Pool Fees**

**General Admission**

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

**Pool Reservations**

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

**Pre-sales**

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

**Punch Passes**

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

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

**Indoor (Specialist) Classes**

Child Care

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

CPR	\$60.00/9 hours
CPR Recertification	\$50.00

Dance	\$4.00/class
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Firearms Handling Class (2-hour class)(Min. 5 Students)	\$15.00/class
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Firearms Handling Private Class	\$20.00/hour
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Hunter Education (12-hour class)	\$15.00/class/5 classes
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Lifeguard Training	\$150.00/class
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Little Dragons (45-minute classes)	\$25.00/4 classes
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Martial Arts

1.	1 Hour Classes	\$25.00/4 classes
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Personal Trainer (1-hour sessions)	\$45.00/session
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Racquetball

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

Self Defense

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

Scout Pow Wow

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

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

1.	Private Classes (1/2-hour classes)	\$50.00/4 classes
2.	Semi-private Classes (1/2-hour classes)	\$30.00/4 classes

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3. Summer Recreation Swim Team (1 hour duration).....	\$110.00/season
4. Summer Swimming (30-minutes classes) .....	\$40.00/9 classes
5. UVU Swim Class .....	\$60.00/Semester
Water Safety Instruction .....	\$150.00/Class
<b>Weight Training</b>	
1. Regular (1-hour classes).....	\$40.00/12 classes
2. Seniors (1-hour classes).....	\$26.00/8 classes
<b>Wellness Testing Programs</b>	
1. Corporate Wellness Assessments	
a. Group Body Fat Testing – <u>20 Person Minimum</u> .....	\$20.00 each
b. Non-profit Group (all groups of 15 – 100 people) .....	\$10.00/individual
c. Non-resident.....	\$15.00
d. Resident .....	\$12.00
2. Individualized Wellness Program Package Plus Fitness Profile .....	\$50.00
3. Infrared Fat Test .....	\$5.00

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

Time Periods for Reserving Pavilions (5 hours each)

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

24 Hour Period Charge\* .....

\$250.00

Additional Charge if Amusement Attractions are Included\*\*

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

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

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

Mt. Timpanogos Park

1. Bowery
    - a. Weekdays .....
    - b. Weekends .....
  2. Hosting Center (available for full-day reservation only)
    - a. Reservation Fee.....
    - b. Security Deposit.....
  3. Small Pavilion Site
    - a. Weekdays .....
    - b. Weekends .....
- \$150.00/block  
\$175.00/block  
\$400.00/day  
\$200.00  
\$75.00/block  
\$100.00/block

Nielsen’s Grove Park

1. Bowery
    - a. Weekdays .....
    - b. Weekends .....
- \$75.00/block  
\$100.00/block

\*Extended reservations are permissible only upon the approval of the Recreation Director and may include the total use of the park. They do not include the pavilion reservation fees.

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

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**Orem Senior Friendship Center Activities**

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

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

Group A: City of Orem & Orem Senior Service Clubs

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

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

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

Group C: Residents and City General Community Use

1. Multipurpose Room..... \$60.00/hour+staff fees
2. Kitchen .....
3. Conference Room..... \$15.00/hour+staff fees

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

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

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

\*Additional Fees May Apply:

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

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

Adult Programs

1. Basketball
  - a. Men's ..... \$600.00/team
  - b. Women's ..... \$400.00/team
2. Kickball ..... \$225.00/team
3. Softball
  - a. Co-ed – Fall & Summer ..... \$375.00/team
  - b. Co-ed – Fall-Double Header ..... \$480.00/team
  - c. Men's – Double Header – Fall ..... \$525.00/team
  - d. Men's – Double Header - Summer ..... \$625.00/team
  - e. Men's – Single Games - Fall & Summer ..... \$375.00/team
  - f. Women's – Fall & Summer ..... \$375.00/team
4. Volleyball
  - a. Co-ed ..... \$250.00/team
  - b. Men's ..... \$250.00/team
  - c. Women's ..... \$250.00/team
5. Flag Football (mens) ..... \$450.00/team

Tennis (Specialist) Classes

1. Group Tennis Lessons ..... \$35.00/individual
2. Private Lessons ..... \$40.00/hour
3. Semi-private Lessons (2-4 students divide cost) ..... \$60.00/hour
4. Youth League/Teams ..... \$95.00/individual

Tournaments

1. Softball
  - a. Girls' May Madness Tournament ..... \$375.00/team
2. Tennis
  - a. Doubles ..... \$25.00
  - b. Singles ..... \$15.00/individual
3. Lacrosse Tournament ..... \$400.00/team

Tiny Tots

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

Youth Programs

1. Adapted T-ball ..... \$30.00/player
2. Basketball
  - a. Grades 3 – 6 ..... \$50.00/individual+\$10/ASD fee
  - b. Grades 7 – 8 ..... \$55.00/individual+\$10/ASD fee
  - c. High School(8 players-additional players \$35.00) ..... \$525.00/team
  - d. Little Hoopsters/Super Hoopsters ..... \$35.00/individual
3. Coach Pitch ..... \$33.00/individual
4. Flag Football ..... \$33.00/individual
5. Hershey Track ..... No charge
6. Machine Pitch ..... \$38.00/individual
7. Softball
  - a. Girls' Accelerated Softball ..... \$550.00/team
  - b. Girls' Softball ..... \$50.00/individual

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9. Summer Youth Parks	
a. Junior (4 – 6)	\$55.00 each
b. Youth (5 – 11)	\$110.00 each
10. T-ball	\$33.00 /individual
11. Youth Fishing	\$25.00/individual
12. Youth Lacrosse – 3 <sup>rd</sup> and 4 <sup>th</sup> Grade	\$55.00/individual
13. Youth Lacrosse – 5 <sup>th</sup> and 6 <sup>th</sup> Grade	\$65.00/individual
14. Youth Lacrosse – 7 <sup>th</sup> and 8 <sup>th</sup> Grade	\$75.00/individual
15. Youth Track Club	\$60.00/individual
16. Youth Wrestling	\$35.00/individual

**Recreation Center Business Passes\***

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

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

Resident (total number of eligible business members listed)

1. 5 to 250	\$60.00/person
2. 251 to 500	\$55.00/person
3. 501 to 750	\$50.00/person
4. 751 to 1,000	\$45.00/person
5. 1,001 and Greater	\$40.00/person

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

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

General Admissions

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

Rentals & Miscellaneous Fees

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

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

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

\*Additional Fees May Apply:

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

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

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

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

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

Non-resident	
1. Family	
a. Monthly Pass.....	\$59.00
b. Semi-annual Pass .....	\$243.00
c. Annual Pass.....	\$468.00
2. Individual	
a. Monthly Pass.....	\$42.00
b. Semi-annual Pass .....	\$148.00
c. Annual Pass.....	\$255.00
3. Senior Citizen	
a. Monthly Pass.....	\$30.00
b. Semi-annual Pass .....	Not available
c. Annual Pass.....	\$142.00

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

**Youth Sports**

**Swimming**

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

**Football**

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

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**Baseball**

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

**Soccer**

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

**Lacrosse**

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

**Soccer/Lacrosse Field Rental Rates**

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

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

Monday through Thursday (10 hour days)

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

Weekends (Friday and Saturday)

- 1. Security Deposit (\$200.00/field)
- 2. Rental (\$75.00/field/4 hour block)
- 3. Litter Removal (\$45.00)
- 4. Custodial (\$45.00)..... \$365.00 + staff costs

CITY OF OREM  
 APPROVED FEES & CHARGES  
 FISCAL YEAR 2014-2015

**Softball/Baseball Field Rental Rates**

Available Facilities/Parks

1. City Center Little League Complex .....	6 fields
2. Community Park .....	1 field
3. Lakeside Sports Park (LSP) .....	5 fields
4. Orem Elementary Complex .....	4 fields
5. Windsor Park .....	2 fields
Custodial (restrooms) .....	\$50.00/day for all restrooms at facility
Infield Preparation .....	\$35.00/field/prep- includes chalk, machinery, supplies and staff
Lights .....	\$25.00/hour/field
Litter Removal .....	\$50.00/park - includes 2 pick-ups
Outfield Preparation .....	\$50.00 to mow outfield grass prior to tournament in addition to regular mowing schedule
Rental .....	\$30.00/hour/field or \$175.00/field/day
Security Deposit .....	\$300.00/facility
Staff Costs (includes salary and benefits)	
1. Scorekeeper .....	\$12.00/hour
2. Supervisor .....	\$30.00/hour

**Tennis Court Rental Rates**

2 Courts

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

3 Courts

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

4 Courts

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

5 Courts

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

6 Courts

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

9 Courts

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



## **CITY OF OREM**

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

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**EXHIBIT “C”**  
**CITY OF OREM**  
**FISCAL YEAR 2014/2015**  
**ELECTED OFFICIAL COMPENSATION PROGRAMS**

This document contains the compensation program, including salaries and benefits for the fiscal year beginning July 1, 2014 for City of Orem Elected Officials and supersedes all previous policies and procedures affecting compensation except for special programs adopted by the City Council.

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**WORKER'S COMPENSATION**

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

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**INSURANCE PROGRAMS**

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

**Travel Insurance**

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

**Medical and Dental Insurance**

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

**Elected Official's Monthly Insurance Options**

- Health Insurance - SelectHealth Select Med Plus or Altius Peak Plus. Both plans offer enrollment in a High Deductible Plan with an HSA, or a Medical Reimbursement Plan.
- Dental Insurance – Dental Select

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

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

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

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

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

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

### **Life Insurance**

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

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

### **Retired Life Insurance**

Elected Officials who retire with at least 15 years of service at the City of Orem, may choose to continue life insurance in the amount of \$5,000 for the Elected Official and \$5,000 for his/her spouse. Coverage will be reduced by 50% at age 70. The City shall pay the premium for the retired Elected Official. The premium for coverage on the spouse shall be paid by the retired Elected Official.

### **Short Term Disability Insurance**

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

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

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

### **Medicare Coverage**

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

City Participation

1.45% of Salary

Elected Official Participation

1.45% of salary

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## **EMPLOYEE ASSISTANCE PROGRAM**

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

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## **FLEXIBLE SPENDING REIMBURSEMENT ACCOUNT**

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

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## **RETIREMENT**

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

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

**OPTION A**

URS – PE/Non Contributory 18.47%

**OPTION B**

Alternative - 401(k) 17.90%

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

---

**DEFERRED COMPENSATION**

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

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

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**INDEMNIFICATION**

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

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

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**SALARY**

<b><u>Title</u></b>	<b><u>Monthly Salary</u></b>
Council Member	\$1,100
Mayor	Twice the Council Member salary

**EXPENSES**

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

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**MILEAGE REIMBURSEMENT**

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

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**RECREATION PASS**

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

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**CITY OF OREM**

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

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**EXHIBIT "C"**  
**CITY OF OREM**  
**FISCAL YEAR 2014/2015**  
**EMPLOYEE COMPENSATION PROGRAM**

This document contains the compensation program, including salaries and benefits for Management and Classified employees for the fiscal year beginning July 1, 2014 and supersedes all previous policies and procedures affecting compensation and benefit plans except for special programs adopted by the City Council.

**PRIMARY EMPLOYER**

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

**FLSA, REGULAR HOURS and WORKWEEK**

All employees working for the City of Orem shall be compensated not less than the federal or state minimum wage, whichever is higher.

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

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

- A. A traditional workweek which is seven (7) consecutive days beginning each Sunday morning at 12:00am and ending the following Saturday at midnight.
- B. A 9/80 schedule, or 80-hours over 9 days in the pay period, with every other Friday off. Employees authorized to work a 9/80 schedule will be classified as either "A" or "B" depending on the start of their workday and their Friday rotation. The workweek for these employees is seven (7) consecutive days beginning at noon on Friday, October 31<sup>st</sup>, 2008 and repeating every seven days thereafter.
- C. For Plant Process Operators working in the Treatment Plant, the workweek is 7 consecutive days beginning at 12:00AM every Saturday, starting with the March 21, 2010 pay period.

D. For Fire Division employees working 24-hour shifts, the workweek is eighteen (18) consecutive days from 7:00am on April 6, 1986 and repeating every 18 days thereafter.

E. For all other Public Safety classifications, the workweek begins Sunday at 7:00am and ends the following Sunday at 7:00am.

## **OVERTIME**

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

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

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

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

## **CALL BACK**

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

## **COURT TIME**

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

## **ADMINISTRATIVE LEAVE**

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

Employees Work Policy provided in the General Policy Manual.

## HOLIDAYS

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

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

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

Holidays that fall on a Saturday, the preceding Friday shall be treated as the Holiday. Holidays that fall on a Sunday, the following Monday shall be treated as the Holiday.

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

### Fire Service - 24 Hour Shift Employees

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

### Patrol and Communication Section Employees

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

## VACATION

Employees shall earn vacation time as follows:

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

All Other Employees	1-5	120
	6-10	144
	<u>11 or more</u>	<u>168</u>

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

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

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

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

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

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

## **SICK LEAVE**

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

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

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

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

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

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

### ***Guidelines***

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

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

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

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

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

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

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

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

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

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

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

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

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

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

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

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

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

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

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

### ***Sick Bank***

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

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

For FY 14/15, the sick leave buy-back option is not available.

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

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

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

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

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

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

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

An employee taking a family or medical leave of absence must submit a written request for the leave to the Human Resource Division Manager. The request must be accompanied with a health care provider's certification that the illness of the employee or family member necessitates the leave. The certification must state the date on which the serious health condition commenced, the

probable duration of the condition and the appropriate medical facts about the condition. The Human Resource Division Manager shall notify the employee in writing when approved.

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

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

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

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

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

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

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

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

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

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

Covered servicemember means a servicemember who is undergoing medical treatment,

recuperation, or therapy, is otherwise in an outpatient status, or is otherwise on the temporary disability retired list, for a serious injury or illness.@

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

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

## **TIME OFF FOR VOTING**

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

## **MEDICAL LEAVE OF ABSENCE**

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

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

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

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

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

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

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

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

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

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

## **PERSONAL LEAVE OF ABSENCE**

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

## **EMPLOYEE ASSISTANCE PROGRAM**

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

## **MILITARY LEAVE**

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

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

## **WORKER'S COMPENSATION**

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

## **JURY LEAVE**

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

## **BEREAVEMENT LEAVE**

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

## UNIFORM POLICY

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

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

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

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

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

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

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

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

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

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

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

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

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

## **TOOL ALLOWANCE**

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

## **MILEAGE REIMBURSEMENT**

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

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

## **VEHICLE ALLOWANCE**

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

## **RECREATION PASS**

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

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

## **TUITION ASSISTANCE PROGRAM**

The tuition assistance program remains discontinued for the 2014/15 fiscal year.

## **MOVING EXPENSES**

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

## **INSURANCE PROGRAMS**

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

### ***Travel Insurance***

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

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

Employees have these options:

Health Insurance - SelectMed Plus or Altius Peak Plus

Dental Insurance - Dental Select.

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

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

Health care benefit options will be extended to spouses and dependents of employees who become divorced, separated, deceased, terminated, or eligible for Medicare. Extended coverage will also be available for a dependent child who reaches the maximum age limit. In order to be eligible for this coverage, the employee or employee's spouse must notify the Human Resource Office within 60 days after the qualifying event. Individuals receiving the coverage are responsible for the costs of the extended coverage. Employees should refer to the plan documents for specific time limits on this coverage. Participation in a Health Maintenance Organization (HMO) may limit COBRA benefits if the covered individual moves from the HMO's service area.

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

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

### ***Life Insurance***

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

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

The City shall provide each employee a certificate of coverage.

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

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

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

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

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

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

### **Medicare Coverage**

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

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

## **RETIRED EMPLOYEES BENEFITS**

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

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

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

### **Life Insurance**

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

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

Amounts will be reduced by 50% at age 70.

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

## **FLEXIBLE SPENDING REIMBURSEMENT ACCOUNT**

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

## **RETIREMENT PLANS**

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

For the Fiscal Year beginning July 1, 2014 the City shall make the following contributions to employees' retirement DC and/or DB plans:

<b>Retirement System or Retirement Plan (DC)</b>	<b>Public Employees, Contributory</b>	<b>Public Employees, Non Contributory</b>	<b>Public Safety, Contributory with 4% COLA</b>	<b>Public Safety, Noncontributory with 4% COLA</b>	<b>Firefighters</b>
<b>Tier I– Employed prior to July 1, 2011</b>					
Utah Retirement Systems DB	20.46%	18.47%	39.45%	38.94%	23.30%
Orem City 401(k) DC	0%	0%	0%	0%	0%
<b>TOTAL</b>	<b>20.46%</b>	<b>18.47%</b>	<b>39.45%</b>	<b>38.94%</b>	<b>23.30%</b>
<b>Tier II– Employed on or after July 1, 2011</b>					
Hybrid Option – to URS DB	18.48%	16.72%	28.00%	28.00%	12.08%
Orem City 401(k) DC	0%	1.18%	0%	0%	5.82%
<b>TOTAL</b>	<b>18.48%</b>	<b>17.90%</b>	<b>28.00%</b>	<b>28.00%</b>	<b>17.90%</b>
Defined Contribution Option – to URS DC	18.48%	16.72%	28.00%	28.00%	12.08%
Orem City 401(k) DC	0%	1.18%	0%	0%	5.82%
<b>TOTAL</b>	<b>18.48%</b>	<b>17.90%</b>	<b>28.00%</b>	<b>28.00%</b>	<b>17.90%</b>

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

<u>OPTION A</u>	<u>State</u>	<u>Alternate</u> <u>(401k)</u>	<u>Total</u>
Contributory	20.46%	0%	20.46%
<u>Noncontributory</u>	<u>18.47%</u>	<u>0%</u>	<u>18.47%</u>

OPTION B  
Alternate 18.47%

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

### **DEFERRED COMPENSATION**

As part of the Social Security Replacement Program, employees may choose to participate in the City's Optional Matching Deferred Compensation Plan. Employees may elect to contribute, in 1/2 percent increments, a percentage of their gross pay to the Optional Deferred Compensation Plan. The City will match the employee's contribution with an equal amount not to exceed the percentage indicated below:

General Management and Classified Employees: Employees hired prior to April 1, 1986 5.5%  
Employees hired after March 31, 1986 4.0%

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

### **INDEMNIFICATION**

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

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

### **SALARY POLICY**

Salary ranges are subject to change at anytime. The following pay grades and ranges are effective July 1, 2014 and are established in accordance with the City's compensation philosophy and policies:

Pay Grade	ANNUAL			MONTHLY			HOURLY		
	Minimum	Mid-Point	Maximum	Minimum	Mid-Point	Maximum	Minimum	Mid-Point	Maximum
CM	\$102,502	\$128,127	\$153,752	\$8,542	\$10,677	\$12,813	Exempt		

19	\$87,355	\$109,194	\$131,033	\$7,280	\$9,100	\$10,919	Exempt		
18	\$80,868	\$101,085	\$121,302	\$6,739	\$8,424	\$10,109	Exempt		
17	\$76,543	\$95,679	\$114,815	\$6,379	\$7,973	\$9,568	Exempt		
16	\$74,106	\$92,632	\$111,158	\$6,175	\$7,719	\$9,263	Exempt		
15	\$67,615	\$84,519	\$101,423	\$5,635	\$7,043	\$8,452	Exempt		
14	\$61,132	\$76,415	\$91,698	\$5,094	\$6,368	\$7,642	Exempt		
13	\$52,186	\$65,233	\$78,280	\$4,349	\$5,436	\$6,523	\$25.09	\$31.36	\$37.63
12	\$46,968	\$58,373	\$70,047	\$3,892	\$4,864	\$5,837	\$22.45	\$28.06	\$33.68
11	\$43,907	\$54,884	\$65,861	\$3,659	\$4,574	\$5,488	\$21.11	\$26.39	\$31.66
10	\$40,651	\$50,814	\$60,977	\$3,388	\$4,235	\$5,081	\$19.54	\$24.43	\$29.32
9	\$37,232	\$46,540	\$55,848	\$3,103	\$3,878	\$4,654	\$17.90	\$22.38	\$26.85
8	\$32,968	\$41,210	\$49,452	\$2,747	\$3,434	\$4,121	\$15.85	\$19.81	\$23.78
7	\$29,260	\$36,575	\$43,890	\$2,438	\$3,048	\$3,658	\$14.07	\$17.58	\$21.10
6	\$26,210	\$32,751	\$39,301	\$2,183	\$2,729	\$3,275	\$12.60	\$15.74	\$18.89
5	\$23,420	\$29,275	\$35,130	\$1,952	\$2,440	\$2,928	\$11.26	\$14.04	\$16.89
4	\$21,752	\$27,190	\$32,627	\$1,813	\$2,266	\$2,719	\$10.46	\$13.07	\$15.69

<b>EXECUTIVE POSITIONS</b>	<b>PAY GRADE</b>	<b>EXECUTIVE POSITIONS</b>	<b>PAY GRADE</b>
Director - Administrative Services	19	Director - Library	17
Assistant City Manager	19	Director - Public Safety	19
City Attorney	19	Director - Public Works	19
City Manager	CM	Director - Recreation	18
Director - Development Services	19		
<b>EXEMPT POSITIONS</b>	<b>PAY GRADE</b>	<b>EXEMPT POSITIONS</b>	<b>PAY GRADE</b>
Accounting Division Manager	15	Water Resources Div Manager	16
Assistant City Attorney	15	Neighborhood Organization Spec	10
Assistant to the City Manager	14	Parks Section Manager	13
CEDO Division Manager	15	Planning Division Manager	14
City Engineer	16	Planner	13
City Recorder	12	Police Lieutenant	14
City Surveyor	12	PS Computer Programmer Analyst	12
Computer Programmer Analyst	12	Prosecutor	15
Deputy City Attorney	16	Public Safety Division Manager	16
Emergency Manager	12	Recreation Manager - Programs	13
Engineering Section Manager	14	Recreation Manager - Facilities	14
Fire Battalion Chief	14	Risk Manager	12
Fire Marshall	14	Senior Computer Programmer/Analyst	13
Human Resources Div Manager	16	Senior Engineer	13
Information Systems Engineer	13	Staff Engineer	12
Information Technology Div Mgr	16	Streets Section Manager	14
Information Technology Sect Mgr	14	Transportation Eng Section Mgr	14
Justice Court Administrator	14	Treasury Division Manager	14
Library Division Manager	14	Librarian	12
Maintenance Division Manager	16	Water Reclamation Section Mgr	14
		Water Section Manager	14
<b>NON-EXEMPT POSITIONS</b>	<b>PAY GRADE</b>	<b>NON-EXEMPT POSITIONS</b>	<b>PAY GRADE</b>
ACCOUNT CLERK	6	JUSTICE COURT CLERK	7
ACCOUNTANT	9	JUSTICE COURT LEAD CLERK	8
ADMINISTRATIVE ASSISTANT	9	JUSTICE COURT CHIEF CLERK	9
ADMINISTRATIVE SECRETARY	8	LEAD MECHANIC	9
ANIMAL CONTROL OFFICER	7	LIBRARY COMP NETWORK ADMIN	10
ASSISTANT BUILDING OFFICIAL	12	LIBRARY COMP SYS ANALYST	12
ASSISTANT LIBRARIAN	7	MAINTENANCE WORKER	6
ASSOCIATE ENGINEER, DESIGN	10	PC COORDINATOR	9

ASSOCIATE LIBRARIAN	9	PLANNER	13
ASSOCIATE PLANNER	10	PLANS EXAMINER	10
BUILDING INSPECTOR	10	PLANT OPERATOR	8
BUSINESS LICENSE SPECIALIST	8	POLICE SERGEANT	12
CEMETERY SEXTON	9	PRE-TREATMENT COORDINATOR	10
COMMUNITY SERVICES SPEC	6	PRE-TREATMENT INSPECTOR	8
CONSTRUCTION ENGINEER	12	PRIVATE DEVELOPMENT ENG	12
CONSTRUCTION TECHNICIAN	8	PUBLIC SAFETY OFFICER	10
CUSTODIAN	4	PUBLIC WORKS FIELD SUPV	11
DEPUTY CITY RECORDER	8	PUBLIC WORKS TECHNICIAN	7
DEVELOPMENT SERVICES TECH	7	PUBLIC WORKS CREW LEADER	9
DISPATCH	7	PURCHASING AGENT	10
ENGINEERING/GIS SPECIALIST	10	RECORDS OFFICE SUPERVISOR	7
EVIDENCE TECHNICIAN	10	RECREATION FAC MAINT SUPV	9
EXEC/NIA ASSISTANT	9	RECREATION PROGRAM COORD	9
FIRE CAPTAIN	12	RECREATION SPECIALIST	7
FIRE ENGINEER	11	RESIDENTIAL PLANS EXAMINER	8
FIRE PREVENTION SPECIALIST	9	RISK COORDINATOR	10
FACILITY MAINT TECH – REC CTR	7	SECRETARY	6
FLEET MANAGER	11	SENIOR BUILDING INSPECTOR	11
FLEET MECHANIC	8	SENIOR PLANT OPERATOR	9
HORTICULTURE/URB FORESTER	10	STOREKEEPER	5
HUMAN RESOURCES SPECIALIST	8	STORM WATER PROJECT MGR	10
HUMAN RESOURCES TECH	7	STREET LIGHTS SPECIALIST	10
INSTRUMENTATION CONT SPEC	10	TRAFFIC SIGN SPECIALIST	8
INSTRUMENTATION CONT TECH	9	TRAFFIC SIGNAL SPECIALIST	9
ITS ENGINEER	12	VICTIM ASSISTANCE COORD	9
LEAD DISPATCH	8	WATER RES UTILITY SPECIALIST	8
PUBLIC WORKS PROGRAM SPEC	9	WATER RES UTILITY TECH	7

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

### Differential Pay

The City offers differential pay to employees in specific classifications who receive professional certifications which improve their knowledge and proficiency in carrying out their assigned functions through additional training. Differentials shall be paid in accordance with City policy.

### Hazard Pay

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

## **PART-TIME EMPLOYEES**

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

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

## **VARIABLE-HOUR EMPLOYEES**

The City of Orem will hire variable-hour employees as needed throughout the city. A variable-hour employee may or may not work a regular schedule and is not reasonably expected to work an

average of at least 30 hours per week during a calendar year, based on the facts and circumstances on the employee's date of hire. Variable-hour employees work a maximum of 1,500 hours in a calendar year.

### **SEASONAL EMPLOYEES**

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

### **EMPLOYEE RECOGNITION PROGRAM**

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

### **COST SAVINGS INCENTIVES**

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



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