

**MIDVALE CITY, UTAH
RESOLUTION NO. 2023-R-17**

A RESOLUTION ADOPTING THE TENTATIVE OPERATING AND CAPITAL BUDGETS FOR MIDVALE CITY, STATE OF UTAH, FOR THE FISCAL YEAR 2024.

WHEREAS, State law requires the filing of a tentative budget for each municipality located within the State of Utah; and

WHEREAS, the tentative budget complies with the requirements set out in U.A.C. § 10-6-111; and

WHEREAS, the budget shall be reviewed, considered, and tentatively adopted by the governing body and may be amended or revised in such manner as is considered advisable prior to final adoption.

NOW, THEREFORE BE IT RESOLVED BY THE CITY COUNCIL OF MIDVALE CITY, STATE OF UTAH, as follows:

SECTION ONE: That Midvale City, a municipal corporation, hereby adopts the following tentative budgets for the fiscal year beginning July 1, 2023 and ending June 30, 2024:

1. General Fund, Section 10-6-109, UCA
2. Debt Service Fund, Section 10-6-109, UCA
3. Capital Projects Fund, Section 10-6-109, UCA
4. Public Utilities Fund (Water and Sewer), Section 10-6-135, UCA
5. Storm Water Utility Fund, Section 10-6-135, UCA
6. Street Lighting Fund, Section 10-6-135, UCA
7. Sanitation Fund, Section 10-6-135, UCA
8. Telecommunications Fund 10-6-135, UCA
9. Fleet Management Fund, Section 10-6-135, UCA
10. Information Technology Fund, Section 10-6-135, UCA

SECTION TWO: That this Resolution shall become effective immediately upon the passage thereof.

PASSED AND ADOPTED BY THE CITY COUNCIL OF MIDVALE CITY, STATE OF UTAH, this 2nd day of May 2023.





Marcus Stevenson, Mayor

BUDGET OFFICER CERTIFICATION:



Matt Dahl, Budget Officer

ATTEST:



Rori L. Andreason, MMC
Midvale City Recorder

Voting by City Council:	"Aye"	"Nay"
Quinn Sperry	<input checked="" type="checkbox"/>	_____
Paul Glover	<input checked="" type="checkbox"/>	_____
Heidi Robinson	<input checked="" type="checkbox"/>	_____
Bryant Brown	<input checked="" type="checkbox"/>	_____
Dustin Gettel	<input checked="" type="checkbox"/>	_____





Fiscal Year 2023-2024 Midvale City, Utah Tentative Budget



July 1, 2023 to June 30, 2024

Midvale City, Utah

Tentative Budget

Fiscal Year 2023-2024

Prepared by:

Midvale City Administration

7505 S Holden St

Midvale, UT 84047-7180



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Introduction



Elected Officials and Leadership Team

Elected Officials



Mayor Marcus Stevenson



Councilmember Quinn Sperry
District 1



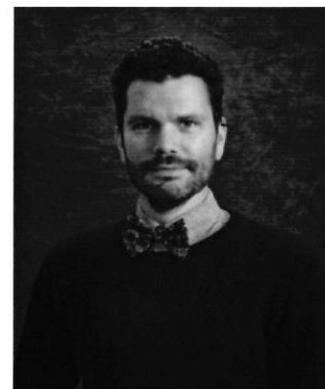
Councilmember
Paul Glover
District 2



Councilmember
Heidi Robinson
District 3



Councilmember Bryant Brown
District 4

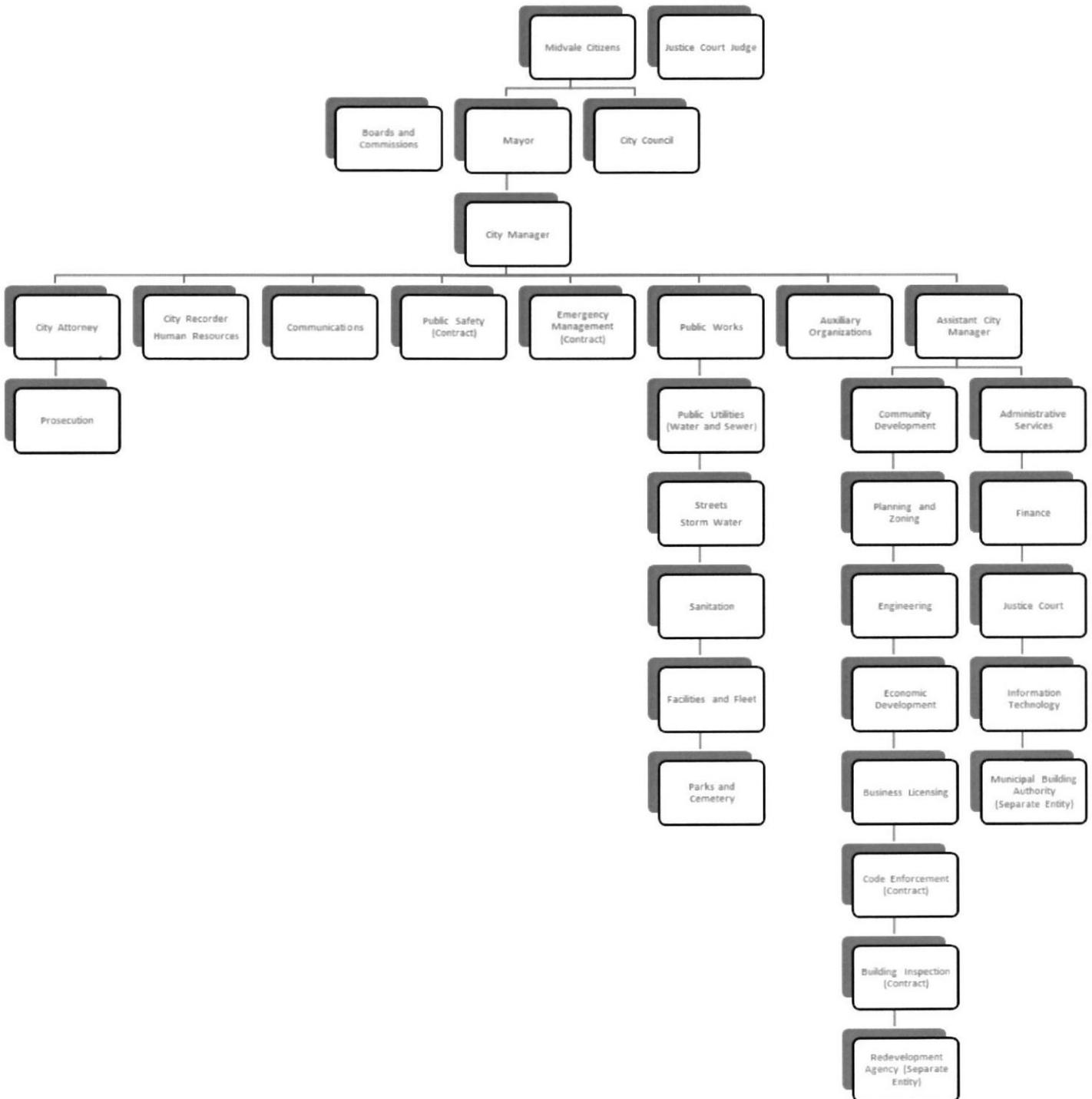


Councilmember Dustin Gettel
District 5

Leadership Team

City Manager	Matt Dahl
Assistant City Manager	Nate Rockwood
City Attorney	Garrett Wilcox
City Recorder/HR Director	Rori Andreason
Communications Director	Laura Magness
Public Works Director	Glen Kennedy
Community Development Director	Adam Olsen
Administrative Services Director	Mariah Hill

Organizational Chart



City Manager's Budget Message



OVERVIEW

The annual budget is a tool that looks to the past, present, and future in order to communicate the values of our city, guide its operations, and allocate resources. The work of preparing the budget is not done in a vacuum, rather it incorporates a year's worth of data, public input, policy maker priorities, regulatory changes, strategic plans, and other factors in an effort to create policies that balance the aspirations of the community with resource and regulatory limitations. It is with this balance in mind that the Midvale City staff approach the preparation of the annual budget.

The past three years have seen significant economic uncertainty. In light of this uncertainty, Midvale City has prepared its annual budgets with caution by limiting funding requests, assessing and restructuring departmental budgets, and using conservative estimates for revenue growth. This approach, coupled with Midvale's resilient economy, allowed the City to maintain year-to-year stability. However, ongoing inflation and interest rate increases are starting to impact sales tax revenue, which is the single biggest revenue source for the City. The past two years saw double digit annual growth in sales tax, but we anticipate no increase in Fiscal Year 2024. In addition to flat revenue growth, we are still seeing increased expenses associated with aging infrastructure, employee retention, increased demand for services, and inflation. In March 2023, the Consumer Price Index for the Western Region was at 5.1%. As a result of these inflationary pressures, everything from basic services to long-term capital projects have become more expensive to provide. This escalation in prices has also

been reflected in increased fees from our partners that provide sanitation, water, sewer, law enforcement, and other basic services. The most impactful of these increases come from the Unified Police Department, which has estimated that Midvale's service fee will increase by \$531,345. Midvale continues to feel labor market pressure, as the public and private sector compete for talented and experienced staff. While nearly fully staffed, 40% of Midvale's employees have been with the City for three years or less, resulting in ongoing work to train and integrate staff. It is in this environment of slow revenue growth and rising expenses that Midvale City staff developed the Fiscal Year 2024 Budget.

In an effort to balance the aspirations of the community with the unique challenges of Fiscal Year 2024, we have prepared the Budget with the goals of maintaining current service levels, supporting employee retention, planning for long-term capital projects, and adapting to inflationary pressures. Even with these modest goals for the next fiscal year, Midvale City staff has struggled to find the resources to cover the anticipated cost increases in Fiscal Year 2024. Midvale has a tradition of running a lean organization and being fiscally responsible. It is with fiscal responsibility in mind that we have decided to recommend a property tax increase for Fiscal Year 2024. A property tax increase would allow the city to fund the anticipated expenses through on-going revenue and limit the use of one-time funds (e.g., fund balance) for operations, which would exacerbate this year's fiscal challenges, and push them to the future. Additionally, the property tax increase would allow the City to absorb the increases from our partner organizations, especially the Unified Police Department, while limiting the impact on the General Fund's ability to pay for basic services. I believe that as you review the Fiscal Year 2024 Budget, you will find that great effort has gone into ensuring that Midvale City will continue

City Manager's Budget Message

its legacy as a good steward of the public funds, while also meeting the needs of our residents and businesses.

FISCAL YEAR 2024 TENTATIVE BUDGET

I am presenting for your consideration the Midvale City Corporation budgets for Fiscal Year 2024. These budgets will be filed as required by Utah Code Annotated (UCA) Title 10-6-111. This letter, along with the accompanying budget book, will explain and give detail to the City's budgets along with the financial policies used to develop our revenue and expenditure projections for the coming fiscal year. These budgets were put together by Midvale City management and staff using the best information available for on-going and one-time revenues, as well as Fiscal Year 2023 year-end expenditure projections.

GENERAL FUND HIGHLIGHTS

As required by law, the General Fund is balanced and as such, meets the basic service level needs of the community. As we go through each department's budget, staff will provide details on any significant proposed changes in funding or service levels. In light of the uncertainties going into Fiscal Year 2024 and the goals for the budget, Midvale's Senior staff was asked to exercise restraint in their funding requests, especially if the requests expand programs or service level. There were two significant exceptions to this approach, including an increase in employee wages and the addition of a full-time facilities technician.

Midvale City's greatest resource are our highly trained and dedicated employees. They provide the services that our residents and businesses need. Midvale City has taken several steps to work to improve employee retention, and with inflation at 5.1%, the budget includes a proposal for a 5% cost of living increase (COLA) and a 1% merit increase for all em-

ployees. The cost of the COLA and merit increase is \$302,182. The Budget also includes wage adjustments for five employees to ensure that Midvale City remains competitive in the market. These market adjustments will cost \$23,597.

The budget includes a \$96,193 proposal for a full-time facilities technician. \$63,290 will be paid for through the General Fund, with the remainder being paid through other funds. Midvale's fleet and facilities are maintained by a staff of five, including its division manager, mechanic, facilities technician, and two janitors. The proposed position would be expected to assist in vehicle and building maintenance, as well as providing coverage for existing staff during vacations or other absences.

In addition to the funding requests from Midvale City staff, the largest increase was made by the Unified Police Department (UPD), of which Midvale City is a member entity. The annual fee Midvale City pays as a member of UPD covers the cost of operating the Midvale police precinct, as well as a portion of UPD's shared services (e.g., SWAT, VCU, Mental Health Unit, Etc.). The cost of the shared services is spread among the UPD member communities through a contractual formula. For Fiscal Year 2023, UPD's preliminary request is for a \$531,345 increase; this would make the annual member assessment \$12,317,829. Law enforcement is the largest expense in the General Fund; the size of the assessment increases that Midvale has absorbed in Fiscal Years 2022 and 2023, as well as what is proposed for Fiscal Year 2024 has impacted Midvale's ability to expand service levels in other parts of the organization.

In addition to the funding requests, the other significant general fund adjustment that we are proposing will impact revenue. We are proposing a 8.6% property tax increase. This increase would result in approximately a \$18 annual increase in property taxes for an

City Manager's Budget Message

average home in Midvale. A property tax increase would allow the city to fund the anticipated expenses through on-going revenue and limit the use of one-time funds (e.g., fund balance) for operations, which would exacerbate this year's fiscal challenges and push them to the future. Additionally, the property tax increase would allow the City to absorb the increases from our service-providing partners, especially the Unified Police Department, while limiting the impact on the General Fund's ability to pay for basic services.

WATER FUND

Midvale City is committed to the highest level of service for the distribution of clean and safe water to our 36,000 residents. In addition to the basic services provided by the Water Department, Midvale City is in the early stages of implementing the 2021 Water Master Plan. The 2021 Water Master Plan proposed a multi-year program of water system upgrades and expansion, as well as an increase in annual maintenance. The implementation of these projects will be the focus of the Water Department in Fiscal Year 2024. In addition to the cost of implementing the master plan, the Water Fund will also cover an additional \$60,000 in water usage fees from Jordan Valley Water Conservation District

SEWER FUND

In Fiscal Year 2022, Midvale City conducted a fee study to determine how to fund the operations and projects required to maintain the service level provided by the Sewer Fund. Following the completion of the study, Midvale City approved a new fee structure to support progress in completing the requisite projects. With the new resources provided by the rate increase, staff will focus on general sewer line replacement and catching up on deferred maintenance. The largest request this year in the Sewer Fund comes

from South Valley Water Reclamation (SVWR), of which Midvale is a member. A portion of the wastewater generated by Midvale residents and businesses are processed and discharged by SVWR. As a member, Midvale City has responsibility for a portion of the capital expenses for maintaining and expanding SVWR facilities. This year Midvale City received a schedule of capital projects, which included the timing for when funding for the projects will need to be provided. In anticipation of the expenses, Midvale is proposing to allocate \$574,890 to meet our funding requirements.

STORM WATER UTILITY FUND

Midvale's storm water system is antiquated and in need of significant repairs. Maintaining the system in its current condition is inefficient and labor intensive. During Fiscal Year 2024, the Storm Water Fund will undergo a master plan and fee rate analysis with the goal of creating a strategy for upgrading the system and ensuring compliance with all state and federal regulations. No new major expenditures are proposed for Fiscal Year 2024, with the focus of staff being to provide a basic service level and completing the master plan.

STREET LIGHT UTILITY FUND

The Street Light Utility Fund collects street light user fees, which are used to pay debt service on the Series 2013 Bond and street lighting expenses, such as electricity and maintenance. The bonds will be paid off in Fiscal Year 2024.

SANITATION FUND

The Sanitation Fund is anticipated to face significant cost increases related to fee increases from Midvale City's sanitation services providers. ACE Disposal's fee to Midvale City is tied to the December 2022

City Manager's Budget Message

Western Consumer Price Index (CPI), which had a 7.1% increase. This will result in an increase of \$65,231 for waste disposal services. Additionally, the Trans-Jordan Landfill is anticipated to increase their per ton tipping fee by \$2.00 per ton, which is a 10% increase. These contractual fee increases, coupled with other smaller operational increases, would result in a \$70,000 shortfall in the Sanitation fund without a commiserate increase in revenue. Therefore, a 10.6% increase in sanitation fees is proposed to cover this year's increase in cost and to address the the 3.5% increase from Fiscal Year 2023 that was funded through fund balance.

TELECOMMUNICATION FUND

This fund was established to cover the UTOPIA/UIA costs and is basically a "pass-through" where funding is transferred from the General Fund to cover debt pledge payments. UIA will have fulfilled its repayment of the City's advance for operations in Fiscal Year 2022. This repayment has allowed the City to maintain a steady level of General Fund subsidies as the UTOPIA debt service pledge increases 2% per year. UIA is anticipated to provide a distribution in Fiscal Year 2024 of \$138,100, which will cover the interest increase and a portion of debt pledge principal, which will free up additional funding for other projects and programs in the General Fund.

INTERNAL SERVICE FUNDS

The City operates a Fleet Fund, where operations and replacement costs are assessed to all City departments that use vehicles. Through this framework, operating funds are available in the Fleet Fund that eliminate the need to lease vehicles or borrow to purchase vehicles, which smooth annual operating budgets. In Fiscal Year 2024, the City proposes to replace two of its vehicles and four pieces of equipment.

The City also has an Information Technology Internal Service Fund. Departments contribute annually for maintenance of computers and for the replacement of hardware at the end of its useful life. The Information Technology Internal Service Fund also covers the cost of cyber security and the maintenance of the core technology infrastructure of the city. In addressing its basic service of supporting the replacement of hardware and software, the Information Technology Internal Service fund is requesting \$59,600 and \$57,199 respectively.

CAPITAL IMPROVEMENT PROJECT FUND (CIP)

The following projects are recommended for this year's Capital Improvement Program:

Pavement Management	\$840,000
Sikewalk, Curb, and Gutter Replacement	\$210,000
Regional Transportation Project	\$500,000
Salt Lake Canal Bridge	\$115,090
Facility Maintenance Fund	\$95,425
Recreation Center Seed Money	\$200,000
General Plan/Ordinance Update	\$150,000
TOTAL	\$2,110,515

Many of the proposals are partial funding requests, with the expectation of additional funding requests in future years.

City Manager's Budget Message

MUNICIPAL BUILDING AUTHORITY (MBA)

The City's Municipal Building Authority (MBA) issued bonds in 2012 to build the new City Hall and Justice Court, and fund the city-wide street lighting project, along with park improvements. The main function of the MBA is to collect rent payments from the General Fund and Street Lighting Fund to service the debt.

In addition, the MBA owns the Midvale Boys and Girls Club and the Head Start buildings, and collects rent revenue of \$94,300 per year, which helps to offset the cost of debt service. The total budget for the MBA this year is \$676,032, a decrease of \$5,237.

DEBT SERVICE FUND

The Debt Service Fund was created in Fiscal Year 2022. This fund is used to account for the debt service payments of all City debt, excluding Enterprise Fund debt. These debt service payments were previously accounted for in the General Fund. During Fiscal Year 2021, the City issued a State Infrastructure Bank (SIB) loan for the CHG parking structure project. Loan payments received from the developer will be used to make debt service payments to the State of Utah. In fiscal year 2022, the City Issued a SIB loan for a parking structure at the new Zions Bank building in the Jordan Bluffs Project Area. Loan payments will be paid by tax increments generated by the Zions Bank development.

RECOMMENDED FISCAL YEAR 2024 TENTATIVE BUDGETS

General Fund	\$25,329,207
Debt Service Fund	\$1,829,187
Capital Projects Fund	2110515
Water Fund	\$11,994,187
Sewer Fund	4034932
Storm Water Fund	\$2,266,726

Street Lighting Fund	\$379,555
Sanitation Fund	\$1,509,005
Telecommunications Fund	\$982,399
TOTAL	\$50,435,713

PUBLIC HEARING

A public hearing for the Fiscal Year 2024 Tentative Budget will be held on June 6, 2023, at 7:00pm. I appreciate the thoughtful considerations you've shown throughout the process that have contributed to the development of the budget. I look forward to working with you to finalize the budget and set the priorities for Fiscal Year 2024. Through your leadership and the hard work of our staff, I know this next year will be great for our community. I, the Assistant City Manager, and Administrative Service Director are available to discuss any concerns or input you may have.

Thank you for your support.

Sincerely,



Matt Dahl
City Manager

Budget and Financial Overview



Budget Process

OVERVIEW

Midvale City’s budget process complies with the Utah Fiscal Procedures Act. The City seeks to maintain budgetary control by monitoring monthly revenues and expenditures, and by holding each department responsible for costs incurred within budgeted limits. Financial information and reports are provided to the City Manager, department heads, department directors, department managers, and other City staff to assist them in monitoring expenditures and keeping expenditures within approved limits. In addition, the City Council is provided a monthly budget versus actual report. Transactions are uploaded to the state of Utah’s transparency website quarterly as prescribed by state law. The fiscal year 2023-2024 budget was developed in compliance with state law and will be approved by the City Council after a public hearing is held. The adopted fiscal year 2023-2024 budget for each division, department, and fund includes actual expenditures for the past two years, the current year’s anticipated revenues and expenditures, and the adopted budget for the upcoming fiscal year. The Fiscal Year 2023-2024 Tentative Budget was created after thoroughly reviewing policy issues related to the budget and proposals to assist the City in achieving program objectives for the upcoming year. The budget process is intended to provide an opportunity for public participation and full disclosure to the residents of Midvale City as to the intent of the City Council in funding the City’s various programs and services.

BASIS OF BUDGETING

The City’s proprietary funds (enterprise and internal service) are budgeted on a modified accrual basis, but reported in the City’s Comprehensive Annual Financial Report (or basic financial statements) on a full accrual basis. On a modified accrual basis, revenues are recognized when susceptible to accrual

(measurable and available). “Measurable” means the amount of the transaction can be determined, and “available” means the amount is collectible within the current period or soon enough thereafter to be used to pay the liabilities for the current period. In a full accrual basis of accounting, revenues are recorded when earned and expenses are recorded when a liability is incurred, regardless of the timing of the related cash flows. The City’s internal monthly reporting for these funds is done on a modified accrual basis, with year-end adjustments to present statements on a full accrual basis for the CAFR (or basic financial statements). The major year-end adjustments include: Capitalizing fixed assets purchased during the year, reversing principal debt payments, recording depreciation, and recording developer contributions (donated infrastructure).

Fund Type	Accounting Basis	Budgeting Basis
General Fund	Modified Accrual	Modified Accrual
Special Revenue Funds	Modified Accrual	Modified Accrual
Capital Project Fund	Modified Accrual	Modified Accrual
Proprietary Funds	Full Accrual	Modified Accrual

BUDGET AMENDMENTS

Budget amendments are made only with the approval of the City Council upon recommendation by the Budget Officer (City Manager). Financial controls are intended to be a resource for effective financial management, rather than a barrier to achieving results that are consistent with the City’s overall mission. At the same time, the City must comply with the Utah Fiscal Procedures Act and may not expend monies

Budget Process

in excess of those authorized by the City Council. The City Council has authority to transfer budget appropriations between individual departments of any budgetary fund. The Budget Officer (City Manager) has authority to transfer budget appropriations between line items within any department of any budgetary fund. Budgets may be amended throughout the fiscal year. The City Council may amend the budget after holding a public hearing, giving residents at least seven days notice. A copy of the proposed budget amendment shall be made available to residents for their review ten days before the public hearing.

BUDGET TIMELINE

The following are the procedures and timeline followed by the City in the budget process:

January February	Revenue projections for all funds are made after reviewing current budget year revenue collection trends, state of Utah revenue projections, and consultation with the Administrative Services Director, City Manager, and Department Heads.
February	Department Heads submit proposed budget requests to the Administrative Services Director.
February March	The City Manager, Assistant City Manager, and Administrative Services Director meet with each Department Head to review their proposed budgets and projects.
March or April	A retreat is held with the Mayor, City Council, City Manager, Assistant City Manager, Department Heads, and other key staff to outline priorities, goals, and initiatives for the upcoming budget year.

May	During the first City Council meeting in May, a tentative budget is presented to the City Council. The budget document includes the proposed amounts to be spent for operating needs of each department as well as capital needs for all fund types.
June-August	<p>Assuming a property tax increase is not being proposed, on or before June 30, a balanced budget is adopted for the fiscal year beginning July 1 after a public hearing is held to receive input from the residents of Midvale City on all aspects of the proposed budget. The hearing is advertised in a local newspaper at least seven days before it is held, and budget documents are available for inspection at least ten days prior to the public hearing. In addition, the City Council adopts the Certified Tax Rate by June 22nd to be used by the City for property tax (assuming no proposed property tax increase).</p> <p>If a property tax increase is being proposed, the City will adopt a proposed tax rate by June 22nd. The County Auditor must be notified of the tax increase proposal. Working with the County Auditor, the City will publish multiple advertisements regarding the proposed tax increase. Before September 1st, the City shall adopt a budget and property tax rate, and file a copy with the State Auditor's Office.</p>
July-June	Budgetary control is maintained at the department level after the budget is approved by the City Council. The Budget Officer (City Manager) has the authority to transfer budget appropriations between individual line items within any department of any budgetary fund. All other amendments must be approved by the City Council after a public hearing.

Full-Time Equivalent Summary

Budgeted FTE Equivalent by Fiscal Year				
	FY2021	FY2022	FY2023	Tentative FY2024
General Fund				
General Government				
Mayor/City Council*	3.00	3.00	3.00	3.00
Administration	3.00	3.50	3.50	4.50
Communications	1.00	1.00	1.00	1.00
Human Resources	1.00	1.00	1.00	1.00
City Recorder	2.00	2.00	2.00	2.00
Comm/Intergov Relations	1.00	1.00	1.00	0.75
City Attorney	3.00	3.00	4.00	4.00
Total General Government	14.00	14.50	15.50	16.25
Administrative Services				
Administrative Services Admin	1.00	1.00	1.00	1.00
Finance	4.35	4.35	4.35	4.35
Court	8.72	8.72	8.72	8.72
Information Technology	3.60	3.60	4.30	4.30
Total Administrative Services	17.67	17.67	18.37	18.37
Public Works				
PW Admin	1.85	2.40	2.40	2.40
Streets	5.45	5.45	5.45	5.45
Facilities	3.70	3.70	3.70	4.70
Parks & Cemetery	3.55	3.00	3.50	4.00
Total Public Works	14.55	14.55	15.05	16.55
Community Development				
Community Development Admin	6.00	5.50	5.50	4.50
Planning	3.00	3.00	3.00	3.00
Engineering	1.45	1.45	0.75	0.75
Building Inspections	0.00	0.00	0.00	0.60
Total Community Development	10.45	9.95	9.25	8.85
Total General Fund	56.67	56.67	58.17	60.02
Redevelopment Agency Operations	4.00	3.50	4.00	4.00
Enterprise Funds				
Water	12.10	12.10	12.10	10.6
Sewer	6.35	6.35	6.35	7.25
Storm Water	8.40	8.45	8.45	8.45
Street Lighting	0.15	0.15	0.15	0.15
Sanitation	0.20	0.15	0.15	0.15
Total Enterprise Funds	27.20	27.20	27.20	26.60
Internal Service Funds				
Fleet	1.45	1.45	1.45	1.45
Information Technology	0.40	0.40	0.40	0.40
Total Internal Service Funds	1.85	1.85	1.85	1.85
TOTAL CITY-WIDE FULL-TIME EQUIVALENT	89.72	89.22	91.22	92.47
FULL-TIME EQUIVALENT PER 1,000 RESIDENTS	2.67	2.61	2.53	2.57

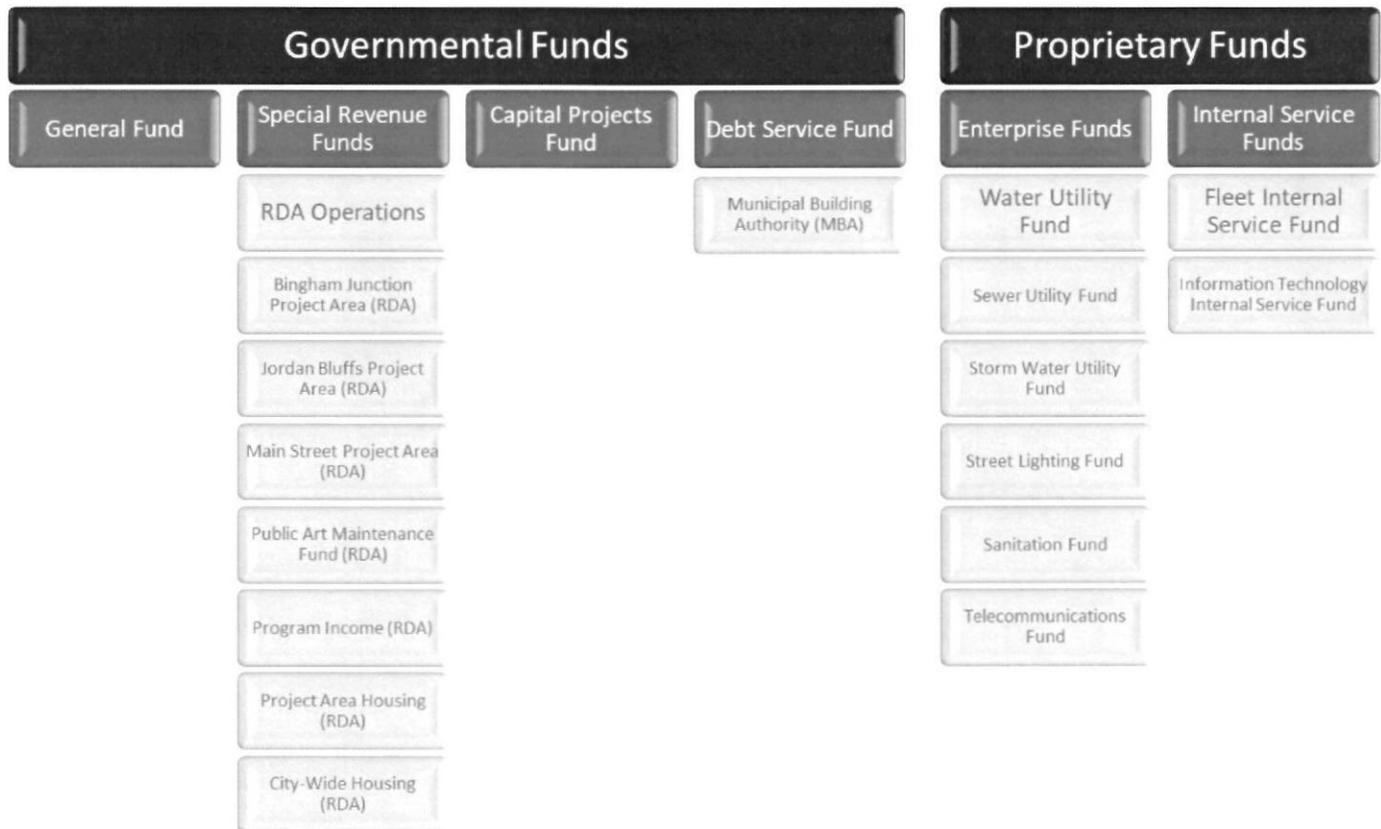
*The Mayor and City Council's compensation is not dependent on number of hours worked.

Therefore, each Mayor and City Council member has been counted as 0.5 FTE on this schedule.

Financial Structure

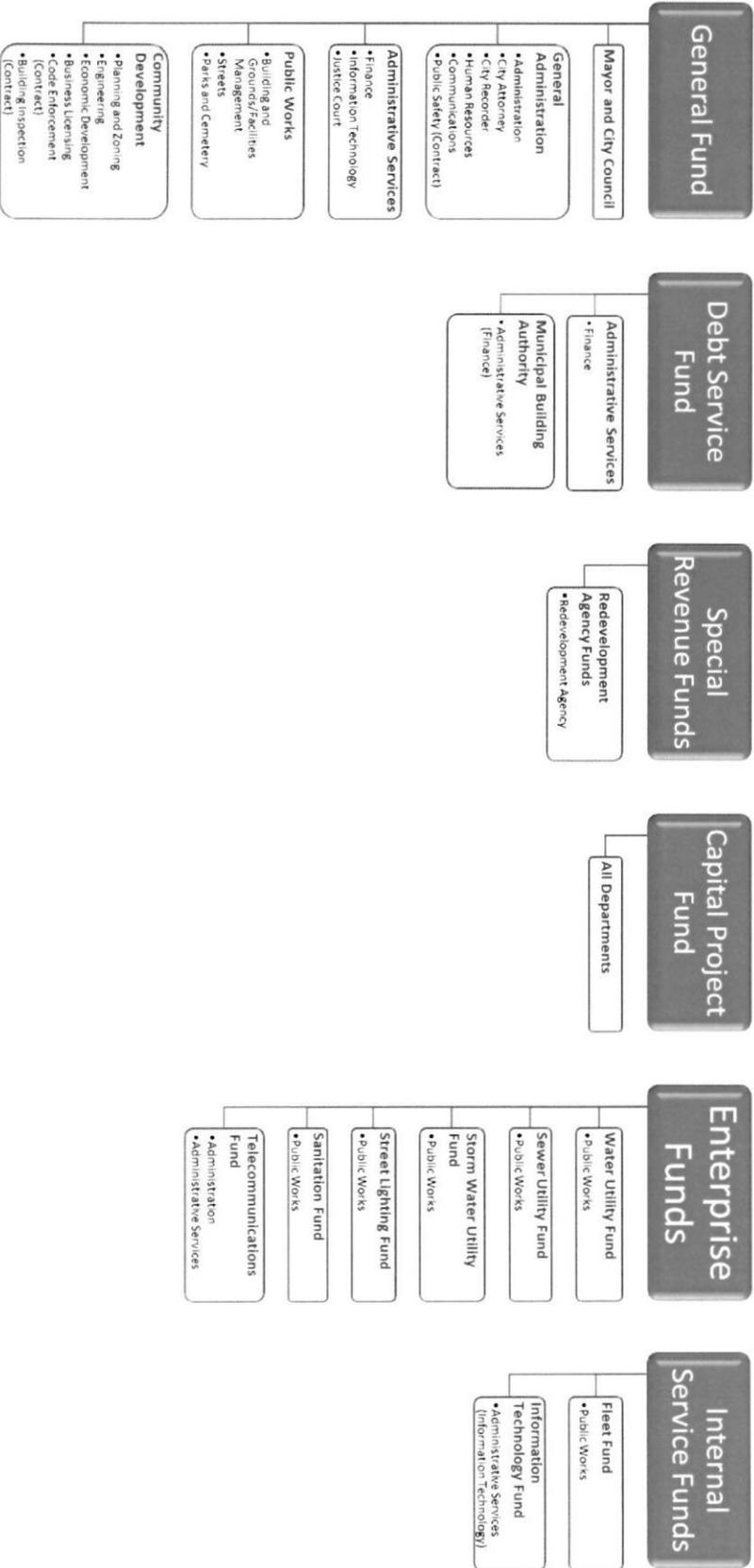
The City’s departments are organized groups with similar functions or programs to manage operations more efficiently. The City’s financial structure is organized into various funds within departments used for accounting and reporting. This provides a framework for the budget that is easier to understand. The majority of this document is organized by department to provide budgetary information.

The following is a graphical representation of the funds subject to appropriation that make up the City’s financial structure:



On the following page is a chart showing the relationship between funds and operational departments. Departments are further broken down into divisions in the General Fund:

Fund and Operational Department Relationship



Fund Types and Descriptions

GOVERNMENTAL FUNDS

Major Funds

General Fund—Used to account for resources traditionally associated with a government which are not required legally or by sound financial management to be accounted for in another fund.

Capital Projects Fund—Used to account for the construction of capital projects of the City. Grants, bond proceeds, transfers from other funds, and interest earnings are the principal sources of funding.

Redevelopment Agency (RDA) Funds—The RDA funds are used to account for the activities of the Redevelopment Agency. The RDA was established to prepare and carry out plans to improve, rehabilitate, and redevelop blighted areas within the City. Although a legally separate entity, the RDA is reported in the financial statements and budget document as if it were part of the primary government due to the control the City has over the Agency. For budgeting purposes, each redevelopment agency fund is budgeted separately, but rolled together for financial reporting purposes. The City has the following Redevelopment Agency funds:

- RDA Operations Fund
- Bingham Junction Project Area Fund
- Jordan Bluffs Project Area Fund
- Main Street Project Area Fund
- City-Wide Housing Fund

Municipal Building Authority (MBA) - Used to account for the activities of financing and constructing municipal buildings that are then leased to the City. The MBA is governed by a five-member board of trustees comprised of the City Council. Although it is a legally separate entity of the City, the MBA is reported as if it were part of the primary government because of the

City's ability to impose its will upon the operations of the MBA.

PROPRIETARY FUNDS

Major Funds

Water Utility Fund—Accounts for the activities of the City's water distribution system.

Sewer Utility Fund—Accounts for the construction, maintenance, and operations of the City's sewer system.

Storm Water Utility Fund—Accounts for the construction, maintenance, and operations of the City's sewer system.

Nonmajor Funds

Street Lighting Fund—Accounts for the activities of the City's street lighting services.

Sanitation Fund—Accounts for the activities of the City's sanitation collection operations.

Telecommunications Fund—Accounts for the activities of the City's UTOPIA operations.

Internal Service Funds

Fleet Fund—The Fleet Fund accounts for the acquisition and maintenance of the City's vehicle fleet.

Information Technology Fund—This fund accounts for the acquisition and maintenance of the City's information technology.

Debt Service Fund

Accounts for debt principal and interest payments for general obligations not tied to the RDA, MBA, or Enterprise funds.

Financial Policies

PURPOSE

The purpose of Financial Policies is to set forth parameters and guidelines for prudent fiscal operational practices and management. These policies were developed by Midvale's Department of Administrative Services with assistance from the Government Finance Officers Association publication "Financial Policies" by Shayne C. Kavanaugh and the City's Financial Advisor, Lewis Young Robertson & Burningham. These policies have been approved by executive management, and formally adopted by resolution by the Midvale City Council.

FORMAL ADOPTION OF FINANCIAL POLICIES

These Midvale City Financial Policies were adopted by a resolution of the Midvale City Council (2018-R-43) on October 16, 2018.

GENERAL FUND RESERVE POLICIES

Purpose

- Comply with Utah state law.
- Plan for contingencies.
- Maintain good standing with rating agencies.
- Avoid interest expense.
- Generate investment income.
- Ensure cash availability when revenue is unavailable.
- Create a better working relationship between the governing board and staff.

Utah Code § 10-6-116 requires that municipalities maintain a fund balance between five and twenty five percent of the estimated general fund revenues. Midvale City will maintain a General Fund fund balance (reserve) of fifteen percent of budgeted general fund revenues. The reserve may be used at the discretion of the City Council for temporary shortfalls, or if the Mayor declares a state of disaster. Once used, the reserve should be replenished in a timely manner.

Unassigned general fund balance in excess of fifteen percent may be used for one-time purchases.

RESERVE POLICIES IN OTHER FUNDS

Purpose

- Provide working capital
- Support continuity of operations
- Maintain a stable fee structure
- Provide capital replacement funds
- Maintain good standing with rating agencies
- Create a better working relationship between the governing board and staff

Capital Projects Fund

This fund is used to track spending on major capital projects, therefore; there is no need to maintain a budgetary cushion.

Internal Service Funds (Fleet, IT)

The purpose of the Fleet and IT Internal Service Funds is to accumulate resources to replace vehicles and computer equipment according to assigned replacement schedules and to recover the operating costs of both funds. City funds are charged replacement costs pro rata over the life of the vehicle or computer equipment based upon estimated replacement cost less estimated sales proceeds. Internal Service Funds recover operations costs in the year they are incurred by charging City funds their pro rata share of the operations costs. Interest earned on investment of reserves is used to offset the cost of annual operations. Fund balance for Internal Service Funds represent resources collected from City funds to be used for future purchases of vehicles and computer equipment. Reserves for future operations costs are not needed because operations costs are funded in the year they are incurred.

Financial Policies

Enterprise Funds (Public Utilities, Storm Water Utility, Sanitation, Street Lighting, Telecommunications)

Midvale City will strive to maintain working capital (current assets less current liabilities) of no less than 60 days worth of annual operating expenses for the Sanitation, Street Lighting and Telecommunications Funds, and no less than 180 days worth of annual operating expenses for the Public Utilities and Storm Water Utility Funds.

In an effort to maintain adequate reserves, the City shall conduct an analysis of its utility rates on an annual basis. Rate increases, if needed, shall be proposed to City Council during the annual budgeting process.

In order to substantiate the value of Accounts Receivable in the enterprise funds, the City will enforce aggressive collection practices, including termination of service for accounts 60 days past due.

The minimum working capital reserve may be used at the discretion of the City Council for temporary shortfalls or to downsize operations. Once used, the reserve should be replenished in a timely manner. Excess working capital may be used for capital improvements or for one-time purchases.

Other Funds

Adequate reserves will be considered.

REVENUE POLICIES

Purpose

- Ensure sufficient and stable revenues in order to consistently produce desired programs and services.
- Develop and maintain revenue sources that are fair and consistent.

Midvale City strives to achieve diversification and stabilization of the revenue base. While recognizing that property taxes are the most stable, the City will not

increase property taxes when other revenues such as sales tax and franchise fees are adequately funding operations.

The City will not use one-time revenues towards ongoing expenditures. User fees will be charged to obtain cost recovery for regulatory services such as building permits, plan checks, and business licensing. Administrative fees will be charged by the General Fund to the Enterprise Funds in order to recapture direct and indirect costs which benefit all funds. These fees will be reviewed annually in association with the budget process. A municipal fee schedule shall be reviewed and adopted by the City Council annually in conjunction with the operating and capital budgets.

Before applying for and accepting intergovernmental aid, the City will assess the merits of a particular program as if it were funded with local tax dollars. Local tax dollars will not be used to make up for losses of intergovernmental aid without first reviewing the program and its merits as a budgetary increment.

A conservative approach will be used to forecast revenues. However, when such an approach leads to considerations of raising taxes or cutting services, a more objective approach will be analyzed in order to avoid unpopular budget-balancing measures that later prove unnecessary.

Multi-year forecasts will be prepared and presented to the Council annually as part of the budget process.

EXPENDITURE POLICIES

Purpose

- Ensure that public funds are spent with integrity, directness, and transparency.
- Ensure that expenditures are directed to services that citizens prefer.

Financial Policies

Ongoing expenditures will not expand beyond the City's ability to pay for them with current revenues. When practical, resources should be used for preventive investments that can be made to avoid even larger costs in the future.

Funding for new programs and services should be limited to the extent that they can be reasonably funded over the near-to-long term given the current revenue stream. Increasing efficiencies and effectiveness of the delivery of City services through process review, technology improvements, or outsourcing must be considered before adding permanent staff.

Staff shall prepare an analysis of costs borne by the General Fund which benefit other funds, most importantly, enterprise funds. Enterprise Funds will reimburse the General Fund for these costs through administrative fees, which are appropriated as part of the budget each year.

Efforts will be made to maintain compensation packages that are sufficient to attract and retain quality employees. Salary range structures shall be evaluated periodically to determine the relative competitiveness of the pay structure to the job market. The midpoint of the salary range is the market value against which the City will assess its pay plan relative to the job market. If the midpoint of the City's salary range is more than five percent below market for any given position, the grade of that particular position shall be adjusted upward. The City's pay plan shall be reviewed and adopted annually by the City Council in conjunction with the annual budget. Staffing shall not exceed the authorized level, and all new positions must be approved by City Council before they are filled.

OPERATING BUDGET POLICIES

Purpose

- Acknowledge that the operating budget is among

the most important public documents produced by the City.

- Ensure the budget sets forth the City's taxing and spending direction.
- Establish policies that allow leeway for the inevitable give-and-take of politics.

Midvale will adopt an annual operating budget for all funds. Budgets are prepared on a cash basis. Under the cash basis, capital expenditures and the redemption of bonds are recorded as expenditures. Depreciation and amortization costs are not budgeted since these costs are non-cash transactions.

Budget policies define the broad guidelines under which the budget process will operate. Staff is then responsible for designing a process that conforms to the policies.

Because the City's budget is a spending plan, and because circumstances change throughout the fiscal year, staff may propose budget adjustments for any or all funds throughout the year. Those adjustments require discussion and adoption by the City Council to become effective. The City Administrator has authority to reallocate line items within a department budget, but any inter-departmental budget adjustments must be approved by the City Council. Grants, additional personnel, new programs, etc. must be appropriated by the City Council.

The City Administrator, after meeting with all City departments, will present a balanced budget to the Mayor and City Council in May of each year. This document will serve as a working tool for the City Council in developing their operating budget.

Consistent with Utah Code § 10-6-111, a tentative budget will be prepared and filed with the City's elected officials on or before the first regularly scheduled meeting of the governing body in May of the current period. The tentative budget will be

Financial Policies

reviewed and discussed in City Council meetings throughout May and June.

A public hearing will be held in May to adopt the tentative budget. An additional public hearing will be held prior to the adoption of the final budget. Citizen participation and comment is encouraged.

Consistent with Utah Code § 10-6-118, the City Council will adopt a final budget before June 22 of each fiscal period, or, in the case of a property tax increase, before August 17 of the year for which a property tax increase is proposed. The City Council will adopt its certified property tax rate on the same date as the final budget is adopted.

CAPITAL ASSET MANAGEMENT POLICIES

Purpose

- Recognize the major impact capital projects have on the quality of local government services, the community's economic vitality, and the overall quality of life for citizens.
- Stimulate informed debate and to help leaders make optimal choices.
- The City will develop and maintain a Capital Improvement Plan which includes a realistic project timing and scope, and operating budget impacts.
- Appropriations for capital projects are for the period of construction or acquisition, and do not lapse at the end of the fiscal year. Funds remaining in the project budget after its completion may be appropriated for other capital projects or revert to the General Fund.

Appropriate ongoing funding for maintenance is a high priority. Deferring maintenance or asset replacement has the potential for reducing a government's ability to provide services and/or threatening public health, safety and overall quality of life. In addition, as the physical condition of an asset declines, deferring maintenance and/or replacement may increase

long-term costs and liabilities.

The City has established an Internal Service Fund for the purpose of accumulating resources to replace vehicles according to a replacement schedule established by the Fleet Manager, and to recover fleet operating costs from appropriate funds. The City has also established an Internal Service Fund for the purpose of accumulating resources to replace computer equipment according to a replacement schedule established by the Information Technology Manager, and to recover IT operating costs from appropriate funds. Department managers/heads shall exercise supervision of all inventories of tangible City property within the control of or assigned to their departments, this includes ensuring all City assets are safeguarded and kept in good working condition. All City property located in warehouse(s) or storage areas shall be inventoried annually, and accountability for the property shall reside with the respective department manager/head.

LONG-TERM FINANCIAL PLANNING POLICIES

Purpose

- Assist the government in providing stable tax and service levels to the community over a multi-year period.
- Uncover minor problems which, left unresolved, could require dramatic action later.
- Demonstrate a sound commitment to sound financial management and a willingness to control spending.

Each year, staff shall develop a forecast of operating expenditures and revenue for the next five years. The presentation and discussion of the forecast and resulting long-term financial plan will be an integral part of the annual budget process.

Financial Policies

Midvale City will address imbalances in future revenues and expenditures in establishing property tax rates.

DEBT POLICIES

Purpose

- Ensure that debt is used wisely and that future financial flexibility remains relatively unconstrained.
- Establish criteria for the issuance of debt obligations so that acceptable levels of indebtedness are maintained.
- Transmit the message to investors and rating agencies that the City is committed to sound financial management.
- Provide consistency and continuity to public policy development.

The City may use debt to help distribute the payments for a capital asset over its useful life so that benefits more closely match costs. The City may also use pay-as-you-go financing, in that it helps to keep the City's debt burden down. As there are merits to both methods of financing, Midvale may use a combination of debt and pay-as-you-go to finance capital assets.

Using long-term debt for operations is discouraged. Issuing debt with a longer amortization period than the life of the asset it is financing is prohibited.

Debt service as a percent of general expenditures of the General Fund shall not exceed fifteen percent. Capitalization of interest, the practice of using bond proceeds to pay the interest due on debt during the construction period of an asset, is generally acceptable.

Long-term financing must comply with federal, state, and local legal requirements. The City will consider debt issuance (rather than paying cash) when interest rates are low. The City might use its debt capacity to

acquire capital assets for a lower total cost when construction costs are increasing or are very low.

The City shall engage the following outside professionals to assist with bond sales, as bond sales are not a routine activity for most local governments:

- Financial Advisor
- Bond Counsel
- Underwriter
- Paying agent/Registrar

Bond proceeds will be invested in accordance with the City's general investment policy. Staff must take steps to minimize arbitrage liability on bond proceeds in order to avoid penalties. Refunding bonds will be considered when there is an interest rate savings, a change in anticipated revenues, or when the City Council desires a change in the provisions of a bond covenant. Midvale City shall comply with all ongoing disclosure conditions and shall file such required documents in a timely manner.

Interfund loans are contemplated for short-term use only. Any transfers between funds where reimbursement is not expected within one fiscal year shall not be recorded as interfund borrowings; they shall be recorded as interfund operating transfers.

INVESTMENT POLICIES

Purpose

- Maximize interest income while preserving principal and maintaining sufficient liquidity to meet expenditure obligations.

Midvale City shall comply with the state of Utah's "Money Management Act". Unless approved by the City Administrator, all funds will be invested with the Utah State Treasurer's Public Treasurers Investment Fund.

Financial Policies

The pooling of funds is authorized, and interest earnings will be credited to the source of the invested funds at the end of each month based on the average daily cash balances during the month.

Appropriate separation of duties is required; in no circumstance can the same individual prepare the deposit, take the deposit to the bank, and/or reconcile the bank statement to the books.

ACCOUNTING, AUDITING, AND FINANCIAL REPORTING POLICIES

Purpose

- Set the tone at the top for how the City will account for its financial resources and be accountable for making financial information available to the public.
- Satisfy external financial reporting requirements as well as meet the City's managerial needs.

Midvale City has established an Audit Committee to serve as a practical means for the City to provide independent review and oversight of the government's financial reporting processes, framework of internal control, and independent auditors. The Audit Committee shall report to the City Council at least annually.

Accounting records will be maintained in accordance with state and federal law and regulations. Midvale adopts the Government Finance Officers Association recommendation that governments use a multi-year audit contract for a period of no less than five years.

Annual financial reporting in compliance with generally accepted accounting principles (GAAP) is required. Monthly revenue and expenditure reports for each fund shall be presented to the City Council. A listing of checks issued shall be supplied to the City Council monthly.

Midvale City will strive for transparency and shall

comply with all state records transparency requirements. Capital assets are defined as assets costing at least \$5,000 with an expected useful life in excess of one year. Sensitive non-capitalized items such as computers shall be inventoried and controlled.

INTERNAL CONTROL AND RISK MANAGEMENT POLICIES

Purpose

- Protect assets in order to ensure continuity of service.
- Maintain a safe work and service environment.
- Ensure the efficiency of risk management activities.

The City shall work closely with its insurer to accomplish goals stated above and to minimize the cost of risk management activities.

The Human Resources Director shall be designated as the Risk Manager. Senior Staff shall serve as the risk management committee. Meetings shall be held quarterly to review insurance claims and reported incidents.

Employees will be provided with the official Midvale City Policies and Procedures Manual regarding employment, and shall file an acknowledgment of receipt and understanding of the manual with the Human Resources department annually.

City employees and councilmembers are required to report conflicts of interest and to refrain from participating in or deliberating on any matters regarding such interest. Sexual Harassment training shall be conducted annually for all employees.

The City shall appoint an Emergency Operations Manager who is responsible for maintaining the City's Emergency Management Plan.

Financial Policies

Internal Controls shall be developed to:

- Segregate duties
- Provide security over assets and records
- Ensure periodic reconciliation and verification
- Assure proper authorization

LOCAL ECONOMIC DEVELOPMENT FINANCE POLICIES

Purpose

- Improve local economic conditions through direct and indirect intervention

Midvale City's Redevelopment Agency may use tax increment financing to improve designated project areas within the City. Midvale City will strive to attract businesses that pay a salary equal to or above the average wage level for Midvale, and businesses that provide healthcare and retirement benefits to their employees.

Although some taxing entities within Midvale City boundaries may charge impact fees, Midvale City itself does not charge impact fees. The City employs an Economic Development Director who is charged with attracting new businesses to the City, as well as serving as a liaison between the private sector (in many cases, the developer) and City staff.

PROCUREMENT POLICIES

Purpose

- Ensure that the procurement process is fair.
- Ensure good stewardship over public funds.
- Help clarify the goals of the purchasing system.

The City will strive to consider full lifecycle costs of a good or service rather than simply accepting the lowest initial purchase price.

Quality should be an integral evaluation component when reviewing vendor proposals. Purchasing decisions will be based on best value, not lowest cost.

Procurements will be conducted fairly and the process and results will be open to the public. Training on Midvale's purchasing ordinance will be provided to City staff on a regular basis, at least once every two years.

Midvale City staff and elected officials shall comply with Midvale Municipal Code § 3.02 regarding procurement. Important purchasing thresholds for expenditures for supplies, services or construction are described below:

- Expenditures of twenty-five thousand dollars or more shall be made pursuant to the formal bidding procedures set forth in Midvale Municipal Code § 3.02.110. An expenditure of twenty-five thousand dollars or more must be approved by the City Administrator. Any expenditure of one hundred thousand dollars or more must be approved by the City Council.
- Expenditures for three thousand dollars or more, but less than twenty-five thousand dollars, shall be made pursuant to the informal bidding procedures set forth in Midvale Municipal Code § 3.02.100.
- The following expenditures of the City shall be referred to as "exempt expenditures" and may be made without formal or informal bidding procedures, but should be made with as much competition as practicable under the circumstances.
 - ⇒ *Minor*. Any expenditure amounting to less than three thousand dollars.
 - ⇒ *Sole Source*. Any expenditure for goods or services which are clearly by their nature not reasonably adapted to award by competitive bidding. Sole source procurements must be approved the City's Purchasing Committee.

Financial Policies

- ⇒ *Emergency.* See Midvale Municipal Code § 3.02.070 for procedures to follow.
- ⇒ *State Bidding.* Any expenditure for which competitive bidding or price negotiation has already occurred on the state level.
- ⇒ *Interlocal Cooperation.* Any expenditure made in conjunction with an agreement approved by resolution of the City Council between the City and another city or governmental entity.
- ⇒ *Professional Services.* Any expenditure for professional services which by their nature are not reasonably adapted to award by competitive bidding. Such expenditures shall be awarded at the discretion of the City Administrator based on the recommendation of the department head. If the City Administrator determines that competitive bidding for certain professional services would benefit the City, the procedures set forth in Midvale Municipal Code § 3.02.130, Request for proposals (professional services), must be followed.
- ⇒ *Special Sale.* Any expenditure made in conjunction with any public auction, closeout sale, bankruptcy sale or other similar sale when the procurement officer determines in writing that such purchase may be made at a cost below the market cost for the same or similar goods and such determination is reviewed and approved by the City Council.
- ⇒ *Exchanges.* Any exchange of supplies, materials, property, or equipment between the City and any other public or private party made by mutual agreement of the respective parties.
- ⇒ *Utah Correctional Industries.* Supplies, services, or construction produced by Utah Correctional Industries may be purchased without seeking competitive quotes or bids.

The Mayor is the only individual with authority to bind the City. The Mayor's signature is required on all City contracts.

General Fund Budgets



General Fund Summary

General Fund Summary

	Actual FY2021	Actual FY2022	Amended FY2023	Tentative FY2024	Difference	Percent Change
Revenues:						
Taxes	14,887,228	16,553,308	16,599,930	16,894,566	294,636	1.8%
Licenses and Permits	986,962	711,320	855,000	830,000	(25,000)	-2.9%
Intergovernmental Revenue	4,848,583	2,801,843	3,233,694	3,851,802	618,108	19.1%
Charges for Services	2,224,918	2,138,921	2,240,037	2,373,861	133,824	6.0%
Fines and Forfeitures	690,503	830,411	888,000	847,000	(41,000)	-4.6%
Miscellaneous Revenue	143,561	18,065	31,136	172,978	141,842	455.6%
Use of Fund Balance	-	-	1,743,131	359,000	(1,384,131)	-79.4%
TOTAL REVENUES	\$ 23,781,755	\$ 23,053,868	\$ 25,590,928	\$ 25,329,207	\$ (261,721)	-1.0%
Expenditures:						
Mayor and City Council	399,418	334,117	370,824	378,439	7,615	2.1%
Administration	550,738	634,386	715,510	1,027,780	312,270	43.6%
Non-Departmental	652,171	123,564	172,181	158,097	(14,084)	-8.2%
Community & Intergovernmental Relations	481,686	227,996	261,317	234,213	(27,104)	-10.4%
Public Safety	9,306,093	10,322,678	11,720,777	12,460,911	740,134	6.3%
City Attorney	693,053	626,333	820,935	874,208	53,273	6.5%
Communications	186,821	176,574	297,321	220,818	(76,503)	-25.7%
Harvest days	8,373	78,360	96,000	91,000	(5,000)	-5.2%
Human Resources	160,164	124,608	142,200	131,853	(10,347)	-7.3%
Employee services	38,050	34,357	82,700	53,300	(29,400)	-35.6%
City Recorder	295,284	338,531	349,876	376,711	26,835	7.7%
Administrative Services	\$ 12,771,851	\$ 13,021,504	\$ 15,029,641	\$ 16,007,329	\$ 977,688	6.5%
Administrative Services	152,706	165,748	201,257	208,677	7,420	3.7%
Finance	394,617	459,282	533,119	550,660	17,541	3.3%
Justice Court	705,851	769,646	1,079,034	1,077,909	(1,125)	-0.1%
Information Technology	686,146	739,297	904,609	921,651	17,042	1.9%
Total Administrative Services	\$ 1,939,320	\$ 2,133,973	\$ 2,718,019	\$ 2,758,897	\$ 40,878	1.5%
Public Works						
Public Works Administration	186,484	309,183	341,195	362,555	21,360	6.3%
Facilities	640,219	642,994	823,333	849,418	26,085	3.2%
Streets	1,013,819	892,581	1,002,523	1,025,021	22,498	2.2%
Parks	534,975	488,753	753,301	850,911	97,610	13.0%
Total Public Works	\$ 2,375,497	\$ 2,333,511	\$ 2,920,352	\$ 3,087,905	\$ 167,553	5.7%
Community Development						
Community Development Admin	723,866	700,961	843,127	645,514	(197,613)	-23.4%
Engineering	220,744	170,427	211,555	181,615	(29,940)	-14.2%
Planning	338,147	396,705	462,642	447,149	(15,493)	-3.3%
Code Enforcement	3,216	-	4,901	2,061	(2,840)	-57.9%
Building Inspection	359,276	211,760	344,546	349,713	5,167	1.5%
Total Community Development	1,645,249	1,479,853	1,866,771	1,626,052	(240,719)	-12.9%
Transfers Out	1,376,487	3,225,993	3,056,145	1,849,024	(1,207,121)	-39.5%
TOTAL EXPENDITURES	\$ 20,108,404	\$ 22,194,834	\$ 25,590,928	\$ 25,329,207	\$ (261,721)	-1.0%
NET REVENUES OVER/(UNDER) EXPENDITURES	\$ 3,673,351	\$ 859,034	\$ -	\$ (0)	\$ (0)	0.0%

General Fund Financing Sources

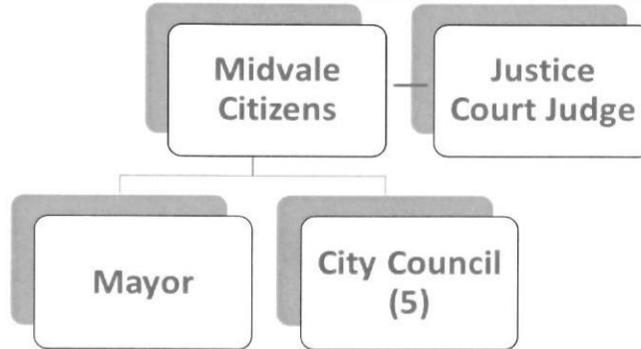
General Fund Financing Sources						
	Actual FY2021	Actual FY2022	Amended FY2023	Tentative FY2024	Difference	Percent Change
Taxes:						
Property tax	2,550,082	2,661,325	2,917,185	3,211,821	294,636	10.1%
Delinquent/surplus prop tax	45,338	55,783	45,000	35,000	(10,000)	-22.2%
Sales tax	9,568,105	11,036,201	10,716,277	10,716,277	-	0.0%
Franchise tax	2,118,393	2,062,780	2,242,945	2,242,945	-	0.0%
Telecommunications tax	183,177	190,229	168,523	168,523	-	0.0%
Transient room tax	132,316	217,639	190,000	190,000	-	0.0%
Motor vehicle in lieu of	289,817	329,351	320,000	330,000	10,000	3.1%
TOTAL TAXES	\$ 14,887,228	\$ 16,553,308	\$ 16,599,930	\$ 16,894,566	\$ 294,636	1.8%
Licenses and Permits:						
Business licenses	246,392	286,211	260,000	280,000	20,000	7.7%
Building permits	650,590	379,723	500,000	500,000	-	0.0%
Road cut fees	78,491	35,414	80,000	40,000	(40,000)	-50.0%
ROW occupancy permits	7,500	7,600	10,000	7,500	(2,500)	-25.0%
Sign fees	3,989	2,372	5,000	2,500	(2,500)	-50.0%
TOTAL LICENSES AND PERMITS	\$ 986,962	\$ 711,320	\$ 855,000	\$ 830,000	\$ (25,000)	-2.9%
Intergovernmental:						
JAG Grant	6,605	30,441	-	-	-	0.0%
CARES Act Grant	1,980,866	-	-	-	-	0.0%
EPA Inst Controls Grant	124,455	145,139	141,484	150,626	9,142	6.5%
State transportation funds	-	-	-	-	-	0.0%
B&C road funds	1,178,276	1,326,959	1,237,190	1,237,190	-	0.0%
Liquor funds allocation	48,181	55,020	55,020	63,986	8,966	16.3%
State Homeless Initiative	1,510,200	1,244,284	1,800,000	2,300,000	500,000	27.8%
Coalition Coordinator Grant	-	-	-	100,000	100,000	0.0%
TOTAL INTERGOVERNMENTAL	\$ 4,848,583	\$ 2,801,843	\$ 3,233,694	\$ 3,851,802	\$ 618,108	19.1%
Charges for Services:						
Zoning/development fees	102,488	30,908	80,000	40,000	(40,000)	-50.0%
Plan check fees	392,722	210,175	250,000	250,000	-	0.0%
Maps and publications	-	37	500	500	-	0.0%
Notary/background check fees	50	55	20	20	-	0.0%
Code enforcement fees	4,508	7,247	-	1,000	1,000	0.0%
Rents and concessions	399	6,032	5,000	5,000	-	0.0%
Credit card service fees	10,675	14,283	15,000	15,000	-	0.0%
Cemetery lot sales	(4,000)	-	-	-	-	0.0%
Cemetery service fees	24,340	34,790	27,000	27,000	-	0.0%
Admin fee - Water	559,189	651,862	671,418	696,926	25,508	3.8%
Admin fee - Sewer	327,801	341,000	351,230	400,361	49,131	14.0%
Admin fee - Storm Water	437,291	407,473	390,999	408,911	17,912	4.6%
Admin fee - Sanitation	75,120	80,465	82,879	103,959	21,080	25.4%
Admin fee - RDA	262,988	233,158	241,591	292,787	51,196	21.2%
Admin fee - Streetlighting	31,347	31,092	32,025	31,519	(506)	-1.6%
Admin fee - Fleet	-	89,684	92,375	100,879	8,504	9.2%
Harvest Days activities	-	660	-	-	-	0.0%
TOTAL CHARGES FOR SERVICES	\$ 2,224,918	\$ 2,138,921	\$ 2,240,037	\$ 2,373,861	\$ 133,824	6.0%

General Fund Financing Sources

General Fund Financing Sources

	Actual FY2021	Actual FY2022	Amended FY2023	Tentative FY2024	Difference	Percent Change
Fines and Forfeitures:						
Fines and forfeitures	554,938	719,517	750,000	800,000	50,000	6.7%
Bad Debt Collections	119,270	88,853	115,000	35,000	(80,000)	-69.6%
Attorney fees recovered	16,245	20,166	17,000	10,000	(7,000)	-41.2%
Traffic school	50	1,875	6,000	2,000	(4,000)	-66.7%
TOTAL FINES AND FORFEITURES	\$ 690,503	\$ 830,411	\$ 888,000	\$ 847,000	\$ (41,000)	-4.6%
Miscellaneous:						
Interest revenue	(35,668)	(22,190)	5,000	160,000	155,000	3100.0%
Interest on restricted funds	3,147	-	-	-	-	0.0%
Proceeds from insurance	92,517	30,426	13,883	-	(13,883)	-100.0%
Proceeds from sale of assets	700	207	-	-	-	0.0%
Sundry revenues	4,276	2,369	5,000	5,000	-	0.0%
ULGT dividend/grant	7,253	7,253	7,253	7,978	725	10.0%
TOTAL MISCELLANEOUS:	\$ 72,225	\$ 18,065	\$ 31,136	\$ 172,978	\$ 141,842	455.6%
USE OF FUND BALANCE	\$ -	\$ -	\$ 1,743,131	\$ 359,000	\$ (1,384,131)	-79.4%
TOTAL GENERAL FUND FINANCING SOURCES	\$ 23,710,419	\$ 23,053,868	\$ 25,590,928	\$ 25,329,207	\$ (261,721)	-1.0%

Mayor and City Council



DEPARTMENT DESCRIPTION

Midvale City operates under a six-member council form of government. The Mayor votes on each matter where there is a tie-vote of the Council, on ordinances that enlarge or restrict the Mayor’s powers, duties, or functions; and in the appointment or dismissal of a City Manager. The Mayor serves as the Chief Executive Officer and the City Manager serves as the Chief Administrative Officer overseeing the day-to-day administrative functions of the City.

The City Council serves as the Board of Trustees for the Midvale City Redevelopment Agency. The Mayor serves as Chief Administrative Officer and the City Manager serves as the Executive Director. The members of the City Council act as the governing body of the Agency and City staff provide management support and technical assistance to the Agency.

BUDGET

Mayor and City Council						
	Actual FY2021	Actual FY2022	Amended FY2023	Tentative FY2024	Difference	Percent Change
Personnel						
Salaries ¹	149,426	155,547	170,225	176,003	5,778	3.4%
Benefits ²	138,490	148,143	167,782	168,253	471	0.3%
Car Allowance	4,800	4,984	4,800	4,800	(0)	0.0%
Total Personnel	292,716	308,674	342,807	349,056	6,249	1.8%
Operating						
Subscriptions and Memberships	-	-	1,000	-	(1,000)	-100.0%
Education and Travel	2,236	2,224	5,000	3,500	(1,500)	-30.0%
Information Technology Equipment (Interfund)	11,288	13,101	9,267	7,730	(1,537)	-16.6%
Communications and Telephone	511	564	750	403	(347)	-46.3%
Professional Services	90,000	-	-	-	-	0.0%
Education and Training	-	-	-	-	-	0.0%
Miscellaneous Supplies	872	9,463	6,000	6,750	750	12.5%
City Council Priorities	-	-	5,000	5,000	-	0.0%
Mayor’s Priorities ³	-	-	-	5,000	5,000	0.0%
Miscellaneous Services	1,795	91	1,000	1,000	-	0.0%
Total Operating	106,702	25,443	28,017	29,383	1,366	4.9%
TOTAL EXPENDITURES	\$ 399,418	\$ 334,117	\$ 370,824	\$ 378,439	\$ 7,615	2.1%

At a Glance:

Total Budget: \$378,439 | Elected Officials: 6

Mayor and City Council

BUDGET CONTINUED

- 1 FY2024 Market, COLA, & Merit Salary Adjustments
- 2 FY2024 4% Increase in benefit cost
- 3 FY2024 Addition of funds for Mayoral projects and priorities

STAFFING

Position	FY2021	FY2022	FY2023	Tentative FY2024
Part-Time				
Mayor	0.50	0.50	0.50	0.50
City Council Members	2.50	2.50	2.50	2.50
TOTAL MAYOR AND CITY COUNCIL	3.00	3.00	3.00	3.00

*Note: For FTE purposes, the Mayor and City Council are counted as 0.5 FTE. The Mayor and Council member's compensation is not based on hours worked.

Administration



The Administration Department consists of the City Manager, Assistant City Manager, Management Analyst, Administration Administrative Assistant, and the City Manager/Assistant City Manager Executive Assistant. The City Manager administers the day-to-day functions of the City and make executive-level decisions regarding operations.

BUDGET

Administration						
	Actual FY2021	Actual FY2022	Amended FY2023	Tentative FY2024	Difference	Percent Change
Personnel						
Salaries ¹	397,891	380,363	427,447	585,335	157,888	36.9%
Benefits ²	137,768	146,618	167,093	297,782	130,689	78.2%
Car Allowance	9,035	8,885	9,600	9,000	(600)	-6.3%
Total Personnel	544,694	535,866	604,140	892,117	287,977	47.7%
Operating						
Subscriptions and Memberships	-	2,432	3,550	3,550	-	0.0%
Education and Travel	149	663	6,600	6,000	(600)	-9.1%
Information Technology Equipment (Interfund)	4,468	5,685	4,321	6,147	1,826	42.3%
Communications and Telephone	455	791	943	966	23	2.4%
Professional Services	-	84,996	91,956	115,000	23,044	25.1%
Education and Training	-	-	-	-	-	0.0%
Miscellaneous Supplies	972	2,687	3,500	3,500	-	0.0%
Miscellaneous Services	-	1,266	500	500	-	0.0%
Total Operating	6,044	98,520	111,370	135,663	24,293	21.8%
TOTAL EXPENDITURES	\$ 550,738	\$ 634,386	\$ 715,510	\$ 1,027,780	\$ 312,270	43.6%

At a Glance:

Total Budget: \$1,027,780 | Full-Time Equivalent Employees: 4.5

Administration

BUDGET CONTINUED

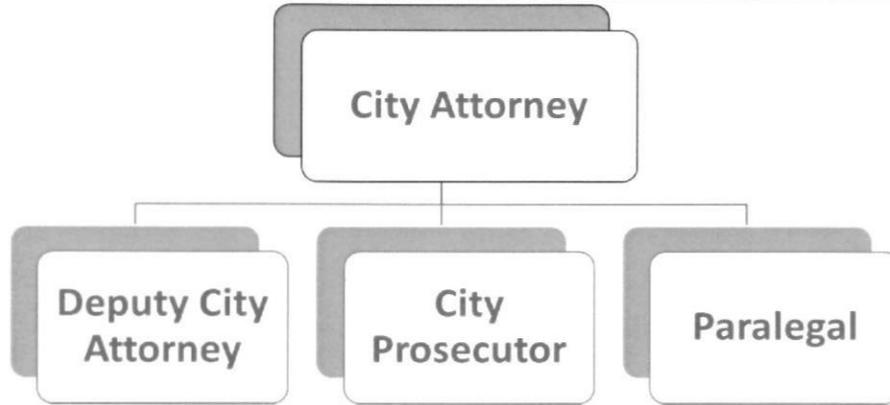
1 FY2024 Market, COLA, & Merit Salary Adjustments and moved a FTE from Community Development Admin to Administration for a Management Analyst position

2 FY2024 4% Increase in benefit cost

STAFFING

Position	FY2021	FY2022	FY2023	Tentative FY2024
City Manager	1.00	1.00	1.00	1.00
Assistant City Manager	1.00	1.00	1.00	1.00
Administrative Assistant	-	1.00	1.00	1.00
Executive Assistant	1.00	0.50	0.50	0.50
Management Analyst	-	-	-	1.00
TOTAL ADMINISTRATION	3.00	3.50	3.50	4.50

City Attorney



DEPARTMENT DESCRIPTION

The City Attorney’s office administers the legal affairs of the City. The department consists of the City Attorney, Deputy City Attorney, Prosecutor, and Paralegal. The department duties include providing legal counsel to the Mayor and City Council, the City Manager, City boards and commissions, and City officers in relation to their official duties; drafting and reviewing legal contracts; drafting and reviewing municipal ordinances; managing outside legal counsel; and prosecuting cases in the Midvale City Justice Court.

BUDGET

City Attorney						
	Actual FY2021	Actual FY2022	Amended FY2023	Tentative FY2024	Difference	Percent Change
Personnel						
Salaries	386,533	335,886	455,782	447,533	(8,249)	-1.8%
Overtime	-	-	-	3,000	3,000	0.0%
Benefits ¹	164,202	151,991	220,410	239,157	18,747	8.5%
Car Allowance	6,000	6,000	6,000	6,000	(0)	0.0%
Total Personnel	556,735	493,877	682,192	695,690	13,498	2.0%
Operating						
Subscriptions and Memberships ²	6,979	6,878	11,200	15,500	4,300	38.4%
Education and Travel	2,484	2,285	9,000	9,000	-	0.0%
Repairs, Maintenance, and Supplies	-	-	1,000	-	(1,000)	-100.0%
Information Technology Equipment (Interfund)	7,075	6,776	5,043	6,518	1,475	29.2%
Communications and Telephone	959	910	1,500	1,500	-	0.0%
Professional Services ³	46,102	43,376	10,000	60,000	50,000	500.0%
Legal Defenders	-	-	-	-	-	0.0%
Education and Training	72,600	71,730	100,000	85,000	(15,000)	-15.0%
Miscellaneous Supplies	119	501	1,000	1,000	-	0.0%
Total Operating	136,318	132,456	138,743	178,518	39,775	28.7%
TOTAL EXPENDITURES	\$ 693,053	\$ 626,333	\$ 820,935	\$ 874,208	\$ 53,273	6.5%

At a Glance:

Total Budget: \$874,208 | Full-Time Equivalent Employees: 4

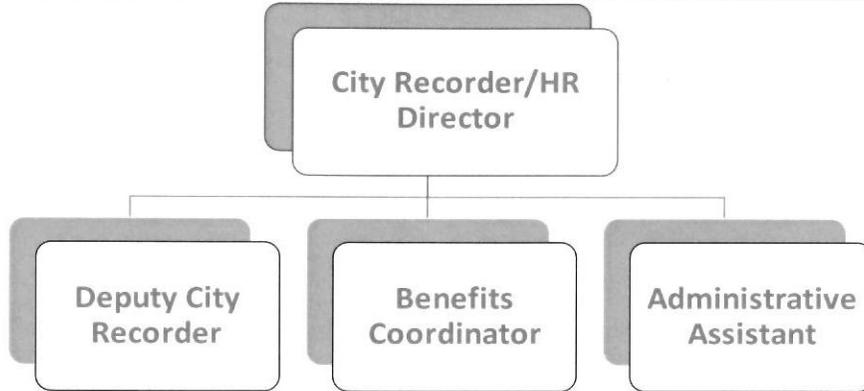
BUDGET CONTINUED

- 1 FY2024 4% Increase in benefit cost
- 2 FY2024 End of grant funding for eProsecutor software
- 3 FY2024 Funding for external legal help

STAFFING

Position	FY2021	FY2022	FY2023	Tentative
				FY2024
City Attorney	1.00	1.00	1.00	1.00
Deputy City Attorney	1.00	1.00	1.00	1.00
Paralegal/Executive Assistant	1.00	1.00	1.00	1.00
City Prosecutor	-	-	1.00	1.00
TOTAL CITY ATTORNEY	3.00	3.00	4.00	4.00

City Recorder



DEPARTMENT DESCRIPTION

The City Recorder’s Office is responsible for maintaining all City records and files, both paper and electronic. The Recorder’s Office also manages municipal elections, GRAMA (Government Records Access Management Act) requests, public notices, public meeting agendas, minutes, and recordings.

BUDGET

City Recorder						
	Actual FY2021	Actual FY2022	Amended FY2023	Tentative FY2024	Difference	Percent Change
Personnel						
Salaries ¹	189,115	198,827	214,927	227,079	12,152	5.7%
Overtime	-	376	500	200	(300)	-60.0%
Benefits ²	79,710	82,915	87,941	93,408	5,467	6.2%
Car Allowance	3,000	3,000	3,000	3,000	(0)	0.0%
Total Personnel	271,825	285,118	306,368	323,687	17,319	5.7%
Operating						
Subscriptions and Memberships	945	575	2,000	500	(1,500)	-75.0%
Public Notices	13,005	1,907	13,500	7,500	(6,000)	-44.4%
Education and Travel	575	965	5,000	1,000	(4,000)	-80.0%
Repairs, Maintenance, and Supplies	-	1,035	500	-	(500)	-100.0%
Information Technology Equipment (Interfund)	3,492	5,966	5,008	4,224	(784)	-15.7%
Communications and Telephone	403	403	1,000	600	(400)	-40.0%
Professional Services	-	-	500	-	(500)	-100.0%
Codification	4,915	16,325	15,000	8,200	(6,800)	-45.3%
Election Supplies ³	-	25,860	-	30,000	30,000	0.0%
Miscellaneous Supplies	37	377	500	500	-	0.0%
Miscellaneous Services	87	-	500	500	-	0.0%
Total Operating	23,459	53,413	43,508	53,024	9,516	21.9%
TOTAL EXPENDITURES	\$ 295,284	\$ 338,531	\$ 349,876	\$ 376,711	\$ 26,835	7.7%

At a Glance:

Total Budget: \$376,711 | Full-Time Equivalent Employees: 2

City Recorder

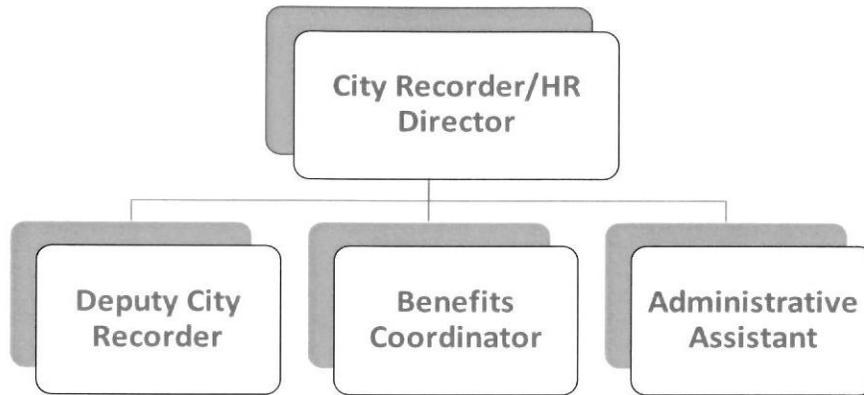
BUDGET CONTINUED

- 1 FY2024 Market, COLA, & Merit Salary Adjustments
- 2 FY2024 4% Increase in benefit cost
- 3 FY2024 2023 Election costs

STAFFING

Position	FY2021	FY2022	FY2023	Tentative FY2024
HR Director/City Recorder	1.00	1.00	1.00	1.00
Deputy City Recorder	1.00	1.00	1.00	1.00
TOTAL CITY RECORDER	2.00	2.00	2.00	2.00

Human Resources



DEPARTMENT DESCRIPTION

The Human Resources Department provides city-wide support of personnel and benefits for all departments and employees. This support includes: recruitment, application processing, background investigations, drug testing, policy development, benefit administration, research and compliance with state and federal laws, investigation and dispute resolution, recognition programs, classification and compensation maintenance, and in-house training programs.

The department also provides risk management/safety support to all departments and employees. This support includes: safety inspections of facilities, accident review, claims processing, workers compensation claims, safety training, and safety incentives.

BUDGET

Human Resources						
	Actual FY2021	Actual FY2022	Amended FY2023	Tentative FY2024	Difference	Percent Change
Personnel						
Salaries ¹	68,280	71,991	77,701	81,139	3,438	4.4%
Benefits ²	28,594	29,667	31,483	33,238	1,755	5.6%
Total Personnel	96,874	101,658	109,184	114,378	5,194	4.8%
Operating						
Subscriptions and Memberships	3,341	2,287	5,000	2,500	(2,500)	-50.0%
Public Notices - Job Postings	1,305	1,398	4,000	1,500	(2,500)	-62.5%
Education and Travel	3,914	2,605	8,000	5,000	(3,000)	-37.5%
Repairs, Maintenance, and Supplies	-	-	300	-	(300)	-100.0%
Information Technology Equipment (Interfund)	1,821	1,844	1,516	975	(541)	-35.7%
Communications and Telephone	-	-	500	-	(500)	-100.0%
Professional Services	51,848	3,594	4,000	4,000	-	0.0%
Software	-	8,259	8,000	1,800	(6,200)	-77.5%
Miscellaneous Supplies	982	2,924	1,200	1,200	-	0.0%
Miscellaneous Services	79	39	500	500	-	0.0%
Total Operating	63,290	22,950	33,016	17,475	(15,541)	-47.1%
TOTAL EXPENDITURES	\$ 160,164	\$ 124,608	\$ 142,200	\$ 131,853	\$ (10,347)	-7.3%

At a Glance:

Total Budget: \$131,853 | Full-Time Equivalent Employees: 1

Human Resources

BUDGET CONTINUED

1 FY2024 Market, COLA, & Merit Salary Adjustments

2 FY2024 4% Increase in benefit cost

STAFFING

Position	FY2021	FY2022	FY2023	Tentative FY2024
Benefits Coordinator	1.00	1.00	1.00	1.00
TOTAL HUMAN RESOURCES	1.00	1.00	1.00	1.00

Employee Services

DEPARTMENT DESCRIPTION

The Employee Services department accounts for costs associated with miscellaneous programs benefitting Midvale City employees. These programs include:

- Employee Assistance Program
- Benefit administration costs
- Education reimbursement program
- Employee Association
- Employee recognition

BUDGET

Employee Services							
	Actual FY2020	Actual FY2021	Actual FY2022	Amended FY2023	Tentative FY2024	Difference	Percent Change
Operating							
Employee Assistance Program	3,204	3,841	4,000	4,000	4,000	-	0.0%
Flex Spending Plan Admin Fee	2,451	2,316	2,018	2,500	2,100	(400)	-16.0%
Drug Screening Services	2,491	2,621	2,982	4,000	3,200	(800)	-20.0%
Education Reimbursement Program	1,171	3,903	1,098	15,000	10,000	(5,000)	-33.3%
Unemployment Insurance	10,288	4,891	617	6,000	6,000	-	0.0%
Miscellaneous Supplies	300	143	1,274	13,000	500	(12,500)	-96.2%
Miscellaneous Services	406	104	50	1,500	1,000	(500)	-33.3%
Employee Association	16,998	16,950	22,318	24,700	17,300	(7,400)	-30.0%
Employee Recognition Program	2,072	3,281	-	2,000	2,000	-	0.0%
Safety Award Program	-	-	-	10,000	7,200	(2,800)	-28.0%
TOTAL EXPENDITURES	\$ 39,381	\$ 38,050	\$ 34,357	\$ 82,700	\$ 53,300	\$ (29,400)	-35.6%

At a Glance:

Total Budget: \$53,300 | Full-Time Equivalent Employees: 0

Communications



DEPARTMENT DESCRIPTION

The Communications Department works to provide accurate, timely information in a professional manner to residents, businesses, City employees, and the news media by utilizing a number of mediums, including: social media, City website, newsletters, e-mail notifications, direct mailings, videos, etc.

BUDGET

Communications						
	Actual FY2021	Actual FY2022	Amended FY2023	Tentative FY2024	Difference	Percent Change
Personnel						
Salaries ¹	85,090	89,368	97,617	103,073	5,456	5.6%
Benefits ²	48,068	49,873	53,311	56,936	3,625	6.8%
Car Allowance	3,000	3,000	3,000	3,000	-	0.0%
Total Personnel	136,158	142,241	153,928	163,010	9,082	5.9%
Operating						
Subscriptions and Memberships	1,105	1,294	900	1,200	300	33.3%
Education and Travel	934	2,563	2,600	2,600	-	0.0%
Information Technology						
Equipment (Interfund)	1,545	1,684	1,310	705	(605)	-46.2%
Communications and Telephone	403	403	403	403	-	0.0%
Professional Services	1,680	3,009	8,000	5,000	(3,000)	-37.5%
Newsletter	24,000	24,161	24,000	24,000	-	0.0%
Public Relations	-	-	13,500	-	(13,500)	-100.0%
Software ³	14,388	-	83,800	22,300	(61,500)	-73.4%
City Celebration	1,913	68	-	-	-	0.0%
Miscellaneous Supplies	1,013	1,151	2,500	1,000	(1,500)	-60.0%
Miscellaneous Services	1,578	-	3,180	600	(2,580)	-81.1%
Volunteer Appreciation	2,104	-	3,200	-	(3,200)	-100.0%
Total Operating	50,663	34,333	143,393	57,808	(85,585)	-59.7%
TOTAL EXPENDITURES	\$ 186,821	\$ 176,574	\$ 297,321	\$ 220,818	\$ (76,503)	-25.7%

At a Glance:

Total Budget: \$220,818 | Full-Time Equivalent Employees: 1

Communications

BUDGET CONTINUED

- 1 FY2024 Market, COLA, & Merit Salary Adjustments
- 2 FY2024 Increase in benefit cost
- 3 FY2024 Removal of funds for new website

STAFFING

Position	FY2021	FY2022	FY2023	Tentative FY2024
Communications Director	1.00	1.00	1.00	1.00
TOTAL COMMUNICATIONS	1.00	1.00	1.00	1.00

Harvest Days

DEPARTMENT DESCRIPTION

The Harvest Days department includes all costs for the City’s annual Harvest Days celebration. Over the years, the City has come together to celebrate the harvest of friendship and community found “in the middle of everything.”

BUDGET

Harvest Days						
	Actual FY2021	Actual FY2022	Amended FY2023	Tentative FY2024	Difference	Percent Change
Operating						
Permits	373	1,558	1,500	1,500	-	0.0%
Equipment	-	10,617	10,000	12,000	2,000	20.0%
Supplies and Advertising	-	3,094	10,000	12,000	2,000	20.0%
Professional Services	-	-	12,500	20,000	7,500	60.0%
Entertainment	-	24,632	25,000	16,000	(9,000)	-36.0%
Parade	-	5,774	5,000	5,000	-	0.0%
Fireworks	-	13,000	-	13,000	13,000	0.0%
Other Activities	-	7,452	7,000	5,500	(1,500)	-21.4%
City Float	3,000	12,233	15,000	6,000	(9,000)	-60.0%
Youth Ambassador Program	5,000	-	10,000	-	(10,000)	-100.0%
TOTAL EXPENDITURES	\$ 8,373	\$ 78,360	\$ 96,000	\$ 91,000	\$ (5,000)	-5.2%

At a Glance:

Total Budget: \$91,000 | Full-Time Equivalent Employees: 0

Community & Intergovernmental Relations

DEPARTMENT DESCRIPTION

The Community & Intergovernmental Relations budget includes programs and grants to support the residents of Midvale City. Included in this department are functions that support Salt Lake County's Midvale Senior Center, and grants to the Boys & Girls Club, Arts Council, museum, and CBC.

BUDGET

Community and Intergovernmental Relations						
	Actual FY2021	Actual FY2022	Amended FY2023	Tentative FY2024	Difference	Percent Change
Personnel						
Salaries	13,398	35,296	37,826	37,778	(48)	-0.1%
Overtime	-	-	200	-	(200)	-100.0%
Part-Time Salaries ¹	7,134	4,646	8,559	-	(8,559)	-100.0%
Benefits	3,649	9,288	10,205	9,779	(426)	-4.2%
Uniform Allowance	193	-	300	300	-	0.0%
Total Personnel	24,374	49,230	57,090	47,857	(9,233)	-16.2%
Operating						
Subscriptions and Memberships	24,824	30,046	35,000	31,500	(3,500)	-10.0%
Information Technology Equipment (Interfund)	1,333	1,604	998	1,598	600	60.1%
Vehicle Operating Costs (Interfund)	7,442	10,142	11,247	12,576	1,329	11.8%
Communications and Telephone	342	480	1,000	500	(500)	-50.0%
Professional Services	-	2,736	10,000	2,200	(7,800)	-78.0%
CARES Act Projects	303,739	-	-	-	-	0.0%
Cinco De Mayo Celebration	-	-	1,000	200	(800)	-80.0%
Grant to Boys & Girls Club	40,000	40,000	40,000	40,000	-	0.0%
Grant to Arts Council	30,000	45,000	45,000	45,000	-	0.0%
Grant to CBC	40,000	40,000	40,000	40,000	-	0.0%
Miscellaneous Supplies	-	126	1,000	1,000	-	0.0%
Miscellaneous Services	-	-	1,000	1,000	-	0.0%
Senior Citizens Miscellaneous	-	-	7,200	-	(7,200)	-100.0%
Hillcrest Sports Grants	2,850	2,850	5,000	5,000	-	0.0%
Total Operating	450,530	172,984	198,445	180,574	(17,871)	-9.0%
Capital						
Fleet Vehicle Replacement (Interfund)	6,782	5,782	5,782	5,782	-	0.0%
TOTAL EXPENDITURES	\$ 481,686	\$ 227,996	\$ 261,317	\$ 234,213	\$ (27,104)	-10.4%

At a Glance:

Total Budget: \$180,574 | Full-Time Equivalent Employees: .75

Community & Intergovernmental Relations

BUDGET CONTINUED

1 Removal of part-time museum receptionist

STAFFING

Position	FY2021	FY2022	FY2023	Tentative FY2024
Part-Time				
Van Driver/Maintenance Worker	0.75	0.75	0.75	0.75
Receptionist - Museum	0.25	0.25	0.25	-
TOTAL COMMUNITY AND INTERGOVERNMENTAL RELATIONS	1.00	1.00	1.00	0.75

DEPARTMENT DESCRIPTION

The Public Safety department includes expenditures the City contracts for Emergency Management (Unified Fire Authority), Police (Unified Police Department), Code Enforcement (Unified Police Department), and Animal Control (Salt Lake County).

BUDGET

Public Safety						
	Actual FY2021	Actual FY2022	Amended FY2023	Tentative FY2024	Difference	Percent Change
Information Technology Equipment (Interfund)	1,426	1,978	1,488	2,092	604	40.6%
Operating						
Professional Services ¹	54,925	34,940	52,500	54,100	1,600	3.0%
Unified Police Department Contract ²	8,877,322	9,874,517	11,351,484	12,061,841	710,357	6.3%
Animal Control Contract ³	289,715	297,060	311,805	342,578	30,773	9.9%
Miscellaneous Supplies	55	-	3,500	300	(3,200)	-91.4%
Miscellaneous Services	76,045	74,514	-	-	-	0.0%
Total Operating	9,299,488	10,283,009	11,720,777	12,460,911	740,134	6.3%
Capital						
Public Safety Grant Passthrough	6,605	39,669	-	-	-	0.0%
Total Capital	6,605	39,669	-	-	-	0.0%
TOTAL EXPENDITURES	\$ 9,306,093	\$ 10,322,678	\$ 11,720,777	\$ 12,460,911	\$ 740,134	6.3%

1 FY2024 Increase in Emergency Manager contract

2 FY2024 UPD Tentative Budget - Includes new Sergeant position

3 FY2024 Increase in Animal Control Contract

At a Glance:

Total Budget: \$12,460,911 | Full-Time Equivalent Employees: 0

Non-Departmental

DEPARTMENT DESCRIPTION

The Non-Departmental budget includes charges that benefit departments City-wide.

BUDGET

Non-Departmental						
	Actual FY2021	Actual FY2022	Amended FY2023	Tentative FY2024	Difference	Percent Change
Operating						
Office supplies	58,175	32,686	40,000	40,000	-	0.0%
Postage	9,024	15,447	15,000	15,000	-	0.0%
Bank charges	114,084	10,053	15,680	15,680	-	0.0%
Vehicle operating costs	2,977	4,057	4,499	5,030	531	11.8%
Insurance and surety	54,959	64,529	69,300	68,800	(500)	-0.7%
Trustee and bond related fees	2,350	-	-	-	-	0.0%
Loss contingency	38,182	-	20,000	8,200	(11,800)	-59.0%
Miscellaneous supplies	9	1,705	500	500	-	0.0%
Miscellaneous services	-	3,000	2,000	2,000	-	0.0%
Total Operating	279,760	131,477	166,979	155,210	(11,769)	-7.0%
Capital						
Fleet Vehicle Replacement	2,405	2,140	5,202	2,887	(2,315)	-44.5%
Debt Service						
Lease Payment to MBA	370,006	-	-	-	-	0.0%
Debt Service Principal	490,000	-	-	-	-	0.0%
Debt Service Interest	286,900	-	-	-	-	0.0%
Total Debt Service	1,146,906	-	-	-	-	0.0%
TOTAL EXPENDITURES	\$ 1,429,071	\$ 133,617	\$ 172,181	\$ 158,097	\$ (14,084)	-8.2%

At a Glance:

Total Budget: \$158,097 | Full-Time Equivalent Employees: 0

Contributions

DEPARTMENT DESCRIPTION

The Contributions budget includes transfers made from the General Fund to other Funds.

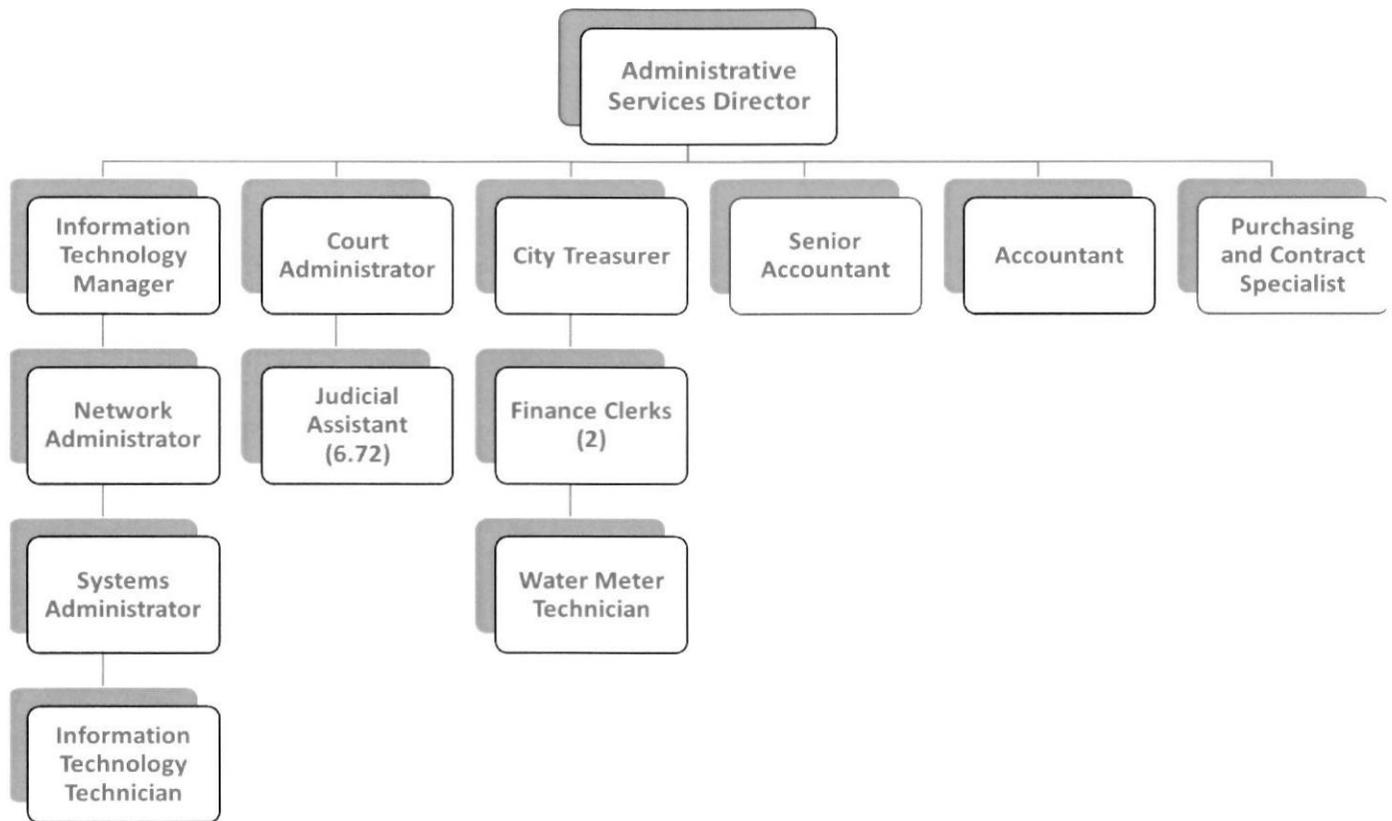
BUDGET

Contributions						
	Actual FY2021	Actual FY2022	Amended FY2023	Tentative FY2024	Difference	Percent Change
Transfer to Capital Projects	-	1,249,526	987,600	-	(987,600)	-100.0%
Transfer to Capital Projects	196,887	-	-	-	-	0.0%
Transfer to IT Fund	368,014	-	200,000	-	(200,000)	-100.0%
Transfer to RDA	6,000	-	-	-	-	0.0%
Transfer to Debt Service Fund	-	1,156,098	1,157,961	1,134,725	(23,236)	-2.0%
Transfer to Telecomm Fund	805,586	820,369	702,484	714,299	11,815	1.7%
Transfer to Sanitation Fund	-	-	8,100	-	(8,100)	-100.0%
TOTAL CONTRIBUTIONS	\$ 1,376,487	\$ 3,225,993	\$ 3,056,145	\$ 1,849,024	\$ (1,207,121)	-39.5%

At a Glance:

Total Budget: \$1,849,024 | Full-Time Equivalent Employees: 0

Administrative Services—Administration



DEPARTMENT DESCRIPTION

The Administrative Services Director oversees the Information Technology Department, Finance Department, and Justice Court.

At a Glance:

Total Budget: \$208,677 | Full-Time Equivalent Employees: 1

Administrative Services—Administration

BUDGET

Administrative Services - Administration						
	Actual FY2021	Actual FY2022	Amended FY2023	Tentative FY2024	Difference	Percent Change
Personnel						
Salaries ¹	104,942	114,152	136,160	143,806	7,646	5.6%
Benefits ²	38,918	44,058	54,808	57,364	2,556	4.7%
Car Allowance	2,654	2,654	3,000	3,000	(0)	0.0%
Total Personnel	146,514	160,864	193,968	204,170	10,202	5.3%
Operating						
Subscriptions and Memberships	25	150	500	400	(100)	-20.0%
Education and Travel	75	-	1,000	1,000	-	0.0%
Repairs, Maintenance, and Supplies	-	-	150	-	(150)	-100.0%
Information Technology Equipment (Interfund)	2,245	3,237	3,236	1,207	(2,029)	-62.7%
Communications and Telephone	357	356	403	400	(3)	-0.7%
Professional Services	445	445	1,000	500	(500)	-50.0%
Miscellaneous Supplies	3,045	641	500	500	-	0.0%
Miscellaneous Services	-	55	500	500	-	0.0%
Total Operating	6,192	4,884	7,289	4,507	(2,782)	-38.2%
TOTAL EXPENDITURES	\$ 152,706	\$ 165,748	\$ 201,257	\$ 208,677	\$ 7,420	3.7%

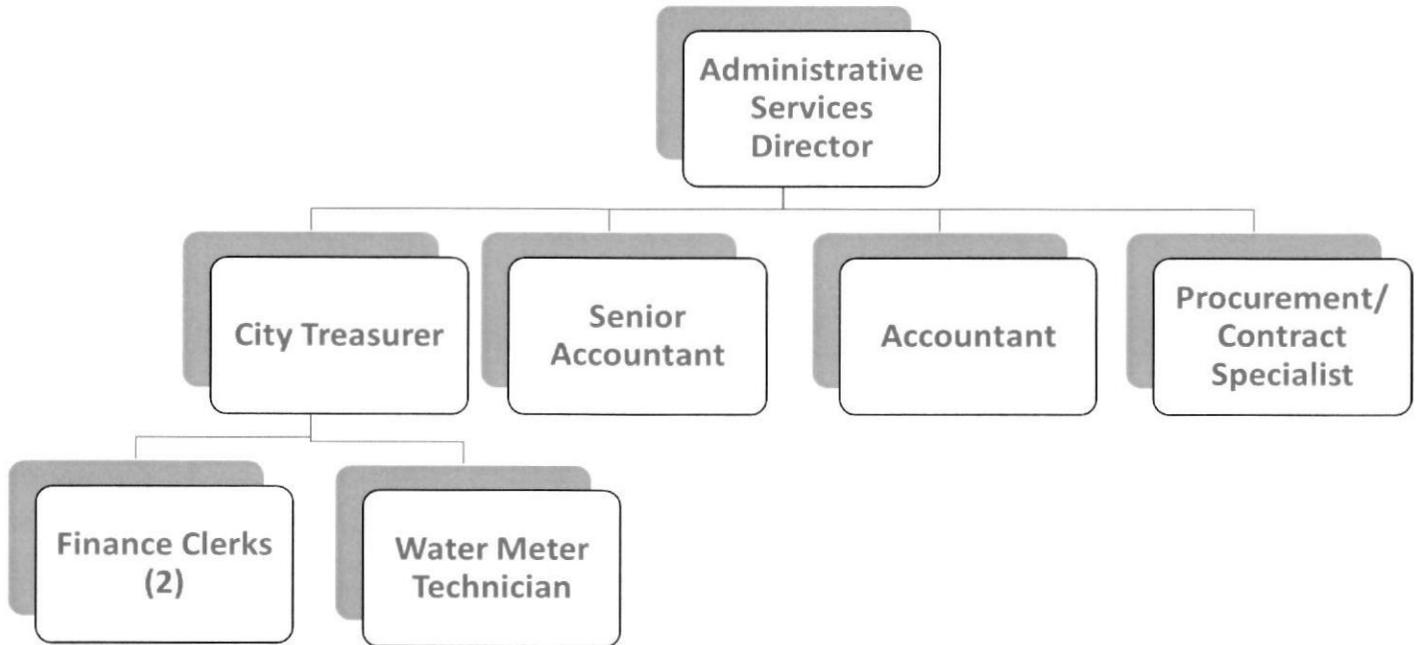
1 FY2024 Market, COLA, & Merit Salary Adjustments

2 FY2024 Increase in benefit cost

STAFFING

Position	FY2021	FY2022	FY2023	Tentative FY2024
Administrative Services Director	1.00	1.00	1.00	1.00
TOTAL ADMINISTRATIVE SERVICES ADMIN	1.00	1.00	1.00	1.00

Administrative Services—Finance



DEPARTMENT DESCRIPTION

The Finance Department encompasses the City's Finance and Utility Billing functions. The Finance division oversees all financial functions for the City, which include the City's Annual Comprehensive Financial Report (ACFR), the annual budget, all accounting functions, and procurement. The Utility Billing division, under direction of the City Treasurer, creates and maintains all customer utility accounts. Customers are billed monthly for usage of culinary water, sewer, garbage (sanitation), storm drain, and street lighting. Additionally, Utility Billing division bills and collects fees on behalf of UTOPIA (Utah Telecommunication Open Infrastructure Agency) users.

At a Glance:

Total Budget: \$550,660 | Full-Time Equivalent Employees: 4.35

Administrative Services—Finance

BUDGET

Administrative Services - Finance						
	Actual FY2021	Actual FY2022	Amended FY2023	Tentative FY2024	Difference	Percent Change
Personnel						
Salaries ¹	258,713	262,721	301,727	321,792	20,065	6.7%
Benefits ²	100,775	144,773	164,967	182,178	17,211	10.4%
Car Allowance	1,615	-	-	-	-	0.0%
Uniforms	-	1,244	675	675	-	0.0%
Total Personnel	361,103	408,738	467,369	504,645	37,276	8.0%
Operating						
Subscriptions and Memberships	389	873	1,500	1,100	(400)	-26.7%
Education and Travel	1,901	1,903	5,500	5,000	(500)	-9.1%
Repairs, Maintenance, and Supplies	249	29	700	400	(300)	-42.9%
Information Technology Equipment (Interfund)	7,707	18,656	14,050	8,415	(5,635)	-40.1%
Communications and Telephone	62	886	1,000	1,000	-	0.0%
Professional Services	22,030	24,030	25,000	27,600	2,600	10.4%
Software	-	-	16,000	-	(16,000)	-100.0%
Tool allowance	-	3,033	1,000	1,500	500	50.0%
Miscellaneous Supplies	1,030	666	500	500	-	0.0%
Miscellaneous Services	146	468	500	500	-	0.0%
Total Operating	33,514	50,544	65,750	46,015	(19,735)	-30.0%
TOTAL EXPENDITURES	\$ 394,617	\$ 459,282	\$ 533,119	\$ 550,660	\$ 17,541	3.3%

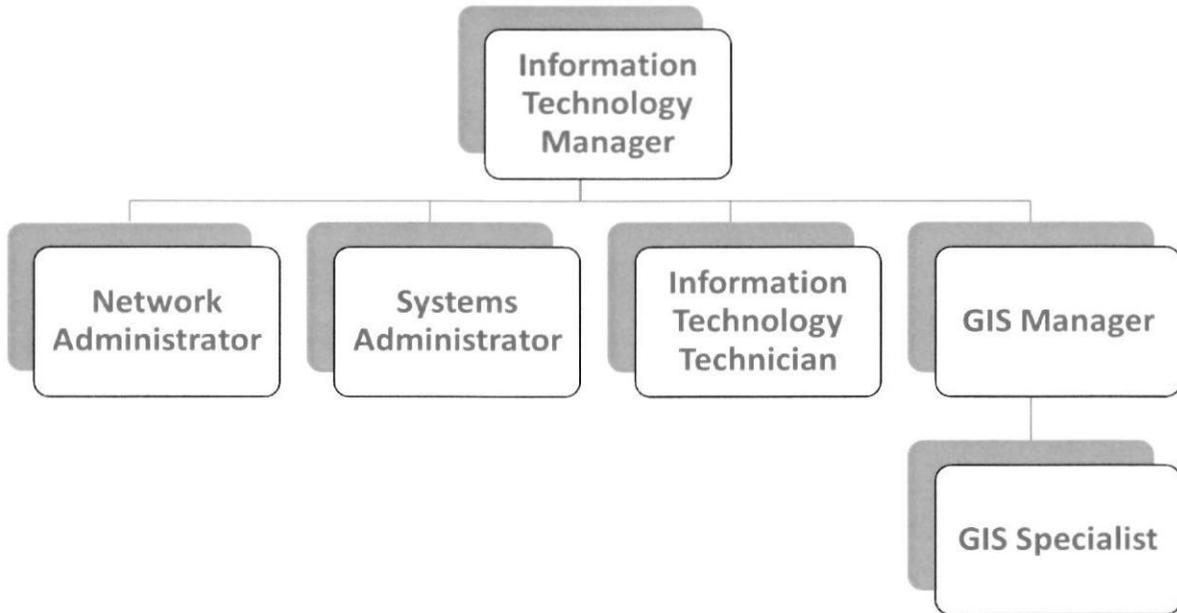
1 FY2024 Market, COLA, & Merit Salary Adjustments

2 FY2024 Increase in benefit cost

STAFFING

Position	FY2021	FY2022	FY2023	Tentative FY2024
Finance Director	1.00	-	-	-
Senior Accountant	-	1.00	1.00	1.00
Procurement/Contract Specialist	1.00	1.00	1.00	1.00
City Treasurer	0.35	0.35	0.35	0.35
Finance Clerk	2.00	2.00	2.00	2.00
TOTAL FINANCE	4.35	4.35	4.35	4.35

Administrative Services—Information Technology



DEPARTMENT DESCRIPTION

The Information Technology department is responsible for managing the technology and network infrastructure, maintaining information system security, promoting technology education, and overseeing data disaster recovery planning. The City's GIS team is also housed in the Information Technology Department.

At a Glance:

Total Budget: \$921,651 | Full-Time Equivalent Employees: 4.3

Administrative Services—Information Technology

BUDGET

Administrative Services - Information Technology						
	Actual FY2021	Actual FY2022	Amended FY2023	Tentative FY2024	Difference	Percent Change
Personnel						
Salaries ¹	264,518	338,328	385,542	412,507	26,965	7.0%
Overtime	1,343	221	500	400	(100)	-20.0%
Benefits	140,167	161,684	174,066	172,339	(1,727)	-1.0%
Car Allowance	3,000	3,000	3,000	3,000	(0)	0.0%
Total Personnel	409,028	503,233	563,108	588,245	25,137	4.5%
Operating						
Subscriptions and Memberships	248	161	500	300	(200)	-40.0%
Education and Travel	-	8,949	15,000	15,000	-	0.0%
Information Technology Equipment (Interfund)	3,971	14,118	38,126	12,636	(25,490)	-66.9%
Internet and Wireless ²	19,055	16,392	22,000	22,700	700	3.2%
Communications and Telephone ²	24,518	25,608	29,450	32,195	2,745	9.3%
Professional Services ²	69,405	35,574	47,525	50,325	2,800	5.9%
Computer Equipment	20,479	7,552	15,000	15,000	-	0.0%
Network Equipment	4,535	2,477	5,000	5,000	-	0.0%
Software	28,728	288	22,900	2,000	(20,900)	-91.3%
Software Support ²	105,832	124,571	145,000	177,250	32,250	22.2%
Miscellaneous Supplies	182	-	500	500	-	0.0%
Miscellaneous Services	165	374	500	500	-	0.0%
Total Operating	277,118	236,064	341,501	333,406	(8,095)	-2.4%
TOTAL EXPENDITURES	\$ 686,146	\$ 739,297	\$ 904,609	\$ 921,651	\$ 17,042	1.9%

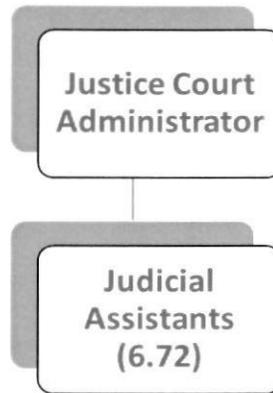
1 FY2024 Market, COLA, & Merit Salary Adjustments

2 FY2024 Increased cost of current technology

STAFFING

Position	FY2021	FY2022	FY2023	Tentative FY2024
Information Technology Manager	1.00	1.00	1.00	1.00
Systems Administrator	1.00	1.00	1.00	1.00
Network Administrator	1.00	1.00	1.00	1.00
Information Technology Technician	0.60	0.60	0.60	0.60
GIS Manager	0.00	0.35	0.35	0.35
GIS Specialist I	0.00	0.35	0.35	0.35
TOTAL INFORMATION TECHNOLOGY	3.60	4.30	4.30	4.30

Administrative Services—Justice Court



DEPARTMENT DESCRIPTION

The Midvale Justice Court has jurisdiction over Class B and C misdemeanors, small claims, and infractions committed within the boundaries of Midvale City. These include all traffic, parking, and criminal offenses. The Justice Court is devoted to providing the best service possible. Of Court staff, four are fluent in Spanish, providing excellent service to different parts of our diverse community.

At a Glance:

Total Budget: \$1,077,909 | Full-Time Equivalent Employees: 8.72

Administrative Services—Justice Court

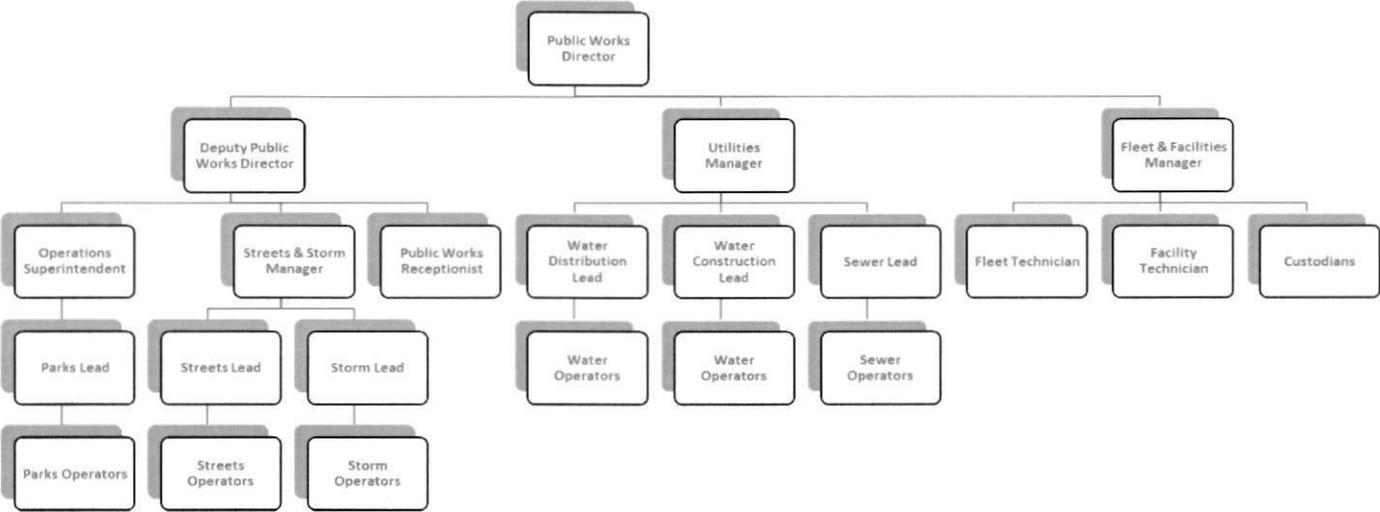
BUDGET

Administrative Services - Justice Court						
	Actual FY2021	Actual FY2022	Amended FY2023	Tentative FY2024	Difference	Percent Change
Personnel						
Salaries	450,443	454,498	604,080	600,190	(3,890)	-0.6%
Overtime	-	230	500	300	(200)	-40.0%
Part-Time Wages	2,261	21,801	30,814	32,005	1,191	3.9%
Benefits	225,038	218,720	292,783	300,105	7,322	2.5%
Car Allowance	3,000	3,000	3,000	3,000	(0)	0.0%
Total Personnel	680,742	698,249	931,177	935,599	4,422	0.5%
Operating						
Subscriptions and memberships	-	459	700	400	(300)	-42.9%
Education and Travel	431	2,242	6,000	2,500	(3,500)	-58.3%
Bank and card processing fees	-	13,513	15,000	15,000	-	0.0%
Repairs/maintenance/supplies	-	3,771	1,000	1,000	-	0.0%
Information Technology Equipment (Interfund)	9,880	25,295	18,851	19,110	259	1.4%
Communications/telephone	806	806	806	800	(6)	-0.7%
Warrants enforcement	-	2,100	-	2,000	2,000	0.0%
Judge pro tem fees	-	1,050	5,000	2,000	(3,000)	-60.0%
Transport Fees	-	1,582	10,000	8,000	(2,000)	-20.0%
Witness fees	19	222	1,500	700	(800)	-53.3%
Bailiff fees	1,110	9,409	76,000	78,200	2,200	2.9%
Interpreter fees	7,178	8,069	10,000	11,000	1,000	10.0%
Juror fees and supplies	385	1,488	2,000	600	(1,400)	-70.0%
Miscellaneous supplies	947	951	500	500	-	0.0%
Miscellaneous services	346	440	500	500	-	0.0%
Capital purchases	4,007	-	-	-	-	0.0%
Total Operating	25,109	71,397	147,857	142,310	(5,547)	-3.8%
TOTAL EXPENDITURES	\$ 705,851	\$ 769,646	\$ 1,079,034	\$ 1,077,909	\$ (1,125)	-0.1%

STAFFING

Position	FY2021	FY2022	FY2023	Tentative FY2024
Judge	1.00	1.00	1.00	1.00
Court Administrator	1.00	1.00	1.00	1.00
Judicial Assistant I/II/III	6.00	6.00	6.00	6.00
Part-Time				
Judicial Assistant	0.72	0.72	0.72	0.72
TOTAL JUSTICE COURT	8.72	8.72	8.72	8.72

Public Works—Administration



DIVISION DESCRIPTION

The Public Works Administration division assists all divisions within Public Works through office support and first contact communications with the public. Public Works Administration manages all public works invoices, cemetery filings, burial scheduling, hydrant meter rentals, and all other walk-in public needs.

At a Glance:

Total Budget: \$362,555 | Full-Time Equivalent Employees: 2.4

Public Works—Administration

BUDGET

Public Works Administration						
	Actual FY2021	Actual FY2022	Amended FY2023	Tentative FY2024	Difference	Percent Change
Personnel						
Salaries ¹	122,652	191,513	216,828	229,417	12,589	5.8%
Overtime	-	-	-	800	800	0.0%
Part-Time Salaries	1,580	-	-	-	-	0.0%
Benefits ²	42,300	88,610	93,418	99,259	5,841	6.3%
Total Personnel	166,532	280,123	310,246	329,476	19,230	0.0%
Operating						
Subscriptions and memberships	190	242	750	700	(50)	-6.7%
Education and Travel	382	7,500	7,000	8,000	1,000	14.3%
Repairs/maintenance/supplies	422	170	500	500	-	0.0%
Med/safety supplies	42	-	500	-	(500)	-100.0%
I.T. equipment	7,740	10,756	8,012	8,394	382	4.8%
Vehicle operating costs	4,466	6,085	6,748	7,546	798	11.8%
Communications/telephone	220	564	1,000	1,000	-	0.0%
Miscellaneous supplies	531	863	1,500	1,500	-	0.0%
Miscellaneous services	45	255	500	1,000	500	100.0%
Total Operating	14,038	26,435	26,510	28,640	2,130	0.0%
Capital						
Fleet Vehicle Replacement (Interfund)	5,914	2,625	4,439	4,439	-	0.0%
TOTAL EXPENDITURES	\$ 186,484	\$ 309,183	\$ 341,195	\$ 362,555	\$ 21,360	0.0%

1 FY2024 Market, COLA, & Merit Salary Adjustments

2 FY2024 Increase in benefit cost

STAFFING

Position	Tentative			
	FY2021	FY2022	FY2023	FY2024
Public Works Director	0.30	0.30	0.30	0.30
Public Works Deputy Director	0.00	0.95	0.95	0.95
Operations Superintendent	0.15	0.15	0.15	0.15
Parks & Operations Support Manager	0.40	0.00	0.00	0.00
Public Works Receptionist	1.00	1.00	1.00	1.00
TOTAL PUBLIC WORKS ADMIN	1.85	2.40	2.40	2.40

Public Works—Streets



DIVISION DESCRIPTION

The Streets Division is responsible for maintaining safe vehicle and pedestrian routes. Duties include snow plowing and salting, asphalt repair and maintenance, concrete repair and maintenance pertaining to sidewalk and curb and gutter, and property maintenance for City Right-of-Ways. The division also maintains street signage and oversees the streetlight and traffic signal programs contracted through Salt Lake County.

At a Glance:

Total Budget: \$1,025,021 | Full-Time Equivalent Employees: 5.45

Public Works—Streets

BUDGET

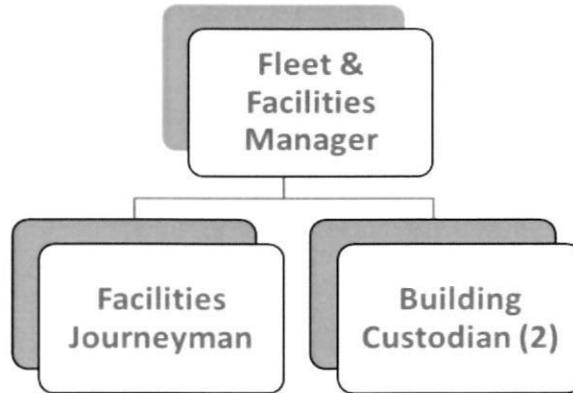
Streets						
	Actual FY2021	Actual FY2022	Amended FY2023	Tentative FY2024	Difference	Percent Change
Personnel						
Salaries	265,627	260,378	303,138	293,664	(9,474)	-3.1%
Overtime	3,232	7,908	10,000	10,900	900	9.0%
Benefits ¹	206,859	185,567	195,201	208,112	12,911	6.6%
Uniform Allowance	1,699	3,309	3,536	4,000	464	13.1%
Total Personnel	477,417	457,162	511,875	516,676	4,801	0.9%
Operating						
Subscriptions and Memberships	-	131	260	100	(160)	-61.5%
Education and Travel	4,057	2,288	8,800	8,800	-	0.0%
Repairs, Maintenance, and Supplies	9,429	10,694	10,400	10,400	-	0.0%
Medical and Safety Supplies	1,597	1,725	2,200	2,200	-	0.0%
Information Technology Equipment (Interfund)	223	5,254	3,745	4,864	1,119	29.9%
Vehicle Operating Costs (Interfund)	98,618	134,385	149,019	166,632	17,613	11.8%
Lease of Public Works Space	28,000	28,000	28,000	28,000	-	0.0%
Electricity - Signals	6,921	5,609	9,880	6,900	(2,980)	-30.2%
Communications and Telephone	2,435	2,655	4,660	4,660	-	0.0%
Professional Services	-	-	500	-	(500)	-100.0%
Contract Labor	-	-	2,000	-	(2,000)	-100.0%
Special Highway Support	2,355	17,087	23,500	22,100	(1,400)	-6.0%
Signal Maintenance	33,505	39,673	57,000	50,500	(6,500)	-11.4%
Asphalt/Concrete	12,179	27,395	22,880	22,500	(380)	-1.7%
Salt	13,973	17,721	28,080	27,600	(480)	-1.7%
Signage	16,925	35,335	20,280	20,100	(180)	-0.9%
Software	-	-	850	-	(850)	-100.0%
Miscellaneous Supplies	112	219	8,040	8,000	(40)	-0.5%
Miscellaneous Services	-	-	1,000	1,000	-	0.0%
Total Operating	230,329	328,171	381,094	384,356	3,262	0.9%
Capital						
Fleet Vehicle Replacement (Interfund)	290,217	107,248	109,554	123,989	14,435	13.2%
Other Capital Outlay	15,856	-	-	-	-	0.0%
TOTAL EXPENDITURES	\$ 1,013,819	\$ 892,581	\$ 1,002,523	\$ 1,025,021	\$ 22,498	2.2%

1 FY2024 Increase in benefit cost

STAFFING

Position	FY2021	FY2022	FY2023	Tentative FY2024
Streets and Storm Water Manager	0.45	0.45	0.45	0.45
Streets Crew Lead	1.00	1.00	1.00	1.00
Equipment Operator I/II	4.00	4.00	4.00	4.00
TOTAL STREETS	5.45	5.45	5.45	5.45

Public Works—Facilities



DIVISION DESCRIPTION

The Facilities Division is responsible for the maintenance and cleaning of all City owned and operated facilities and surrounding grounds.

BUDGET

Facilities						
	Actual FY2021	Actual FY2022	Amended FY2023	Tentative FY2024	Difference	Percent Change
Personnel						
Salaries ¹	181,328	186,369	203,425	240,840	37,415	18.4%
Overtime	276	894	1,040	700	(340)	-32.7%
Benefits ²	127,466	126,863	141,923	169,566	27,643	19.5%
Uniform Allowance	1,018	1,125	1,456	1,200	(256)	-17.6%
Total Personnel	310,088	315,251	347,844	412,305	64,461	18.5%
Operating						
Travel	65	1,494	3,640	400	(3,240)	-89.0%
Repairs, Maintenance, and Supplies	53,555	65,856	53,040	58,700	5,660	10.7%
Medical and Safety Supplies	294	295	780	300	(480)	-61.5%
Information Technology Equipment (Interfund)	2,373	1,917	1,572	1,253	(319)	-20.3%
Vehicle Operating Costs (Interfund)	11,165	15,213	16,870	18,864	1,994	11.8%
Electricity	54,622	57,231	70,616	60,600	(10,016)	-14.2%
Rental property - Rep/maint/sup	-	-	-	-	-	-
Natural Gas	22,833	30,042	31,200	30,200	(1,000)	-3.2%
Water and Sewer (Interfund)	94,403	85,828	126,370	126,370	-	0.0%
Communications and Telephone	1,868	2,982	3,412	3,412	-	0.0%
Professional Services	8,123	71	4,160	4,300	140	3.4%
Contract labor	-	9,976	10,400	10,400	-	0.0%
Insurance - property	35,520	35,400	49,500	36,800	(12,700)	-25.7%
Miscellaneous supplies	226	179	520	500	(20)	-3.8%
Miscellaneous services	2,126	9,417	29,120	30,000	880	3.0%
Total Operating	287,173	315,901	401,200	382,099	(19,101)	-4.8%
Capital						
Building Improvements	23,792	-	31,200	31,900	700	2.2%
Contingency	-	-	30,000	-	(30,000)	-100.0%
Fleet Vehicle Replacement (Interfund)	19,166	11,842	13,089	23,114	10,025	76.6%
Total Capital	42,958	11,842	74,289	55,014	(19,275)	-25.9%
TOTAL EXPENDITURES	\$ 640,219	\$ 642,994	\$ 823,333	\$ 849,418	\$ 26,085	3.2%

At a Glance:

Total Budget: \$849,418 | Full-Time Equivalent Employees: 4.70

Public Works—Facilities

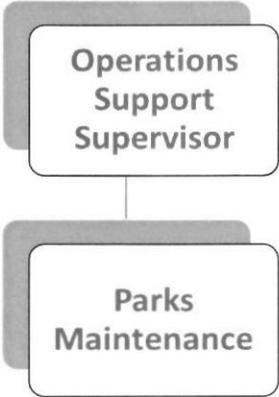
BUDGET CONTINUED

- 1 FY2024 Market, COLA, & Merit Salary Adjustments and addition of a second Facilities Journeyman
- 2 FY2024 Increase in benefit cost and addition of a second Facilities Journeyman

STAFFING

Position	FY2021	FY2022	FY2023	Tentative FY2024
Fleet/Facilities Manager	0.50	0.50	0.50	0.50
Facilities Journeyman	1.00	1.00	1.00	2.00
Apprentice Mechanic	0.20	0.20	0.20	0.20
Building Custodian	2.00	2.00	2.00	2.00
TOTAL BUILDING & GROUNDS	3.70	3.70	3.70	4.70

Public Works—Parks and Cemetery



DIVISION DESCRIPTION

The Parks and Cemetery Division is responsible for the maintenance of all City owned recreational open space including the Cemetery, parks, and trails. The division is also responsible for maintaining the landscaped medians and park strips within Midvale, and for overseeing the contract with the landscape company contracted by the City. The Parks and Cemetery Division maintains and cleans all associated park facilities including: restrooms, playground equipment, splash pad, sporting courts, and landscape irrigation maintenance. The division also performs all burials and coordinates all funerals and cemetery work.

At a Glance:

Total Budget: \$850,911 | Full-Time Equivalent Employees: 4

Public Works—Parks and Cemetery

BUDGET

Parks and Cemetery						
	Actual FY2021	Actual FY2022	Amended FY2023	Tentative FY2024	Difference	Percent Change
Personnel						
Salaries	150,095	147,235	214,774	215,871	1,097	0.5%
Overtime	1,878	4,728	4,000	6,200	2,200	55.0%
Benefits ¹	46,761	66,244	110,879	142,768	31,889	28.8%
Uniform Allowance	1,118	2,121	3,450	2,000	(1,450)	-42.0%
Total Personnel	199,852	220,328	333,103	366,839	33,736	10.1%
Operating						
Subscriptions and Memberships	1,938	355	1,664	1,500	(164)	-9.9%
Education and Travel	4,579	1,533	9,200	5,600	(3,600)	-39.1%
Repairs, Maintenance, and Supplies	21,666	22,937	19,760	20,900	1,140	5.8%
Soft Fall Fill ²	3,000	-	3,120	9,000	5,880	188.5%
Splash Pad Maintenance & Repair ²	-	-	-	5,000	5,000	0.0%
Playground Equipment Maintenance ²	-	-	-	20,000	20,000	0.0%
Medical and Safety Supplies	932	343	1,300	1,000	(300)	-23.1%
Information Technology Equipment (Interfund)	2,092	7,835	5,284	6,771	1,487	28.1%
Vehicle Operating Costs (Interfund)	7,442	10,142	11,247	12,576	1,329	11.8%
Small Capital Purchases	-	313	-	-	-	0.0%
Electricity	14,301	18,569	19,240	19,400	160	0.8%
Communications and Telephone	1,560	1,260	2,170	2,170	-	0.0%
Contract Labor ³	175,146	191,180	275,000	330,000	55,000	20.0%
Software	-	-	5,400	-	(5,400)	-100.0%
Miscellaneous Supplies	-	-	500	500	-	0.0%
Miscellaneous Services	45,410	619	16,883	2,000	(14,883)	-88.2%
Total Operating	278,066	255,086	370,768	436,417	65,649	17.7%
Capital						
Building Improvements	4,060	522	8,000	8,000	-	0.0%
Fleet Vehicle Replacement (Interfund)	52,997	12,817	41,430	39,655	(1,775)	-4.3%
Total Capital	57,057	13,339	49,430	47,655	(1,775)	-3.6%
TOTAL EXPENDITURES	\$ 534,975	\$ 488,753	\$ 753,301	\$ 850,911	\$ 97,610	13.0%

1 FY2024 Increase in benefit cost

2 FY2024 Budget request for annual playground maintenance

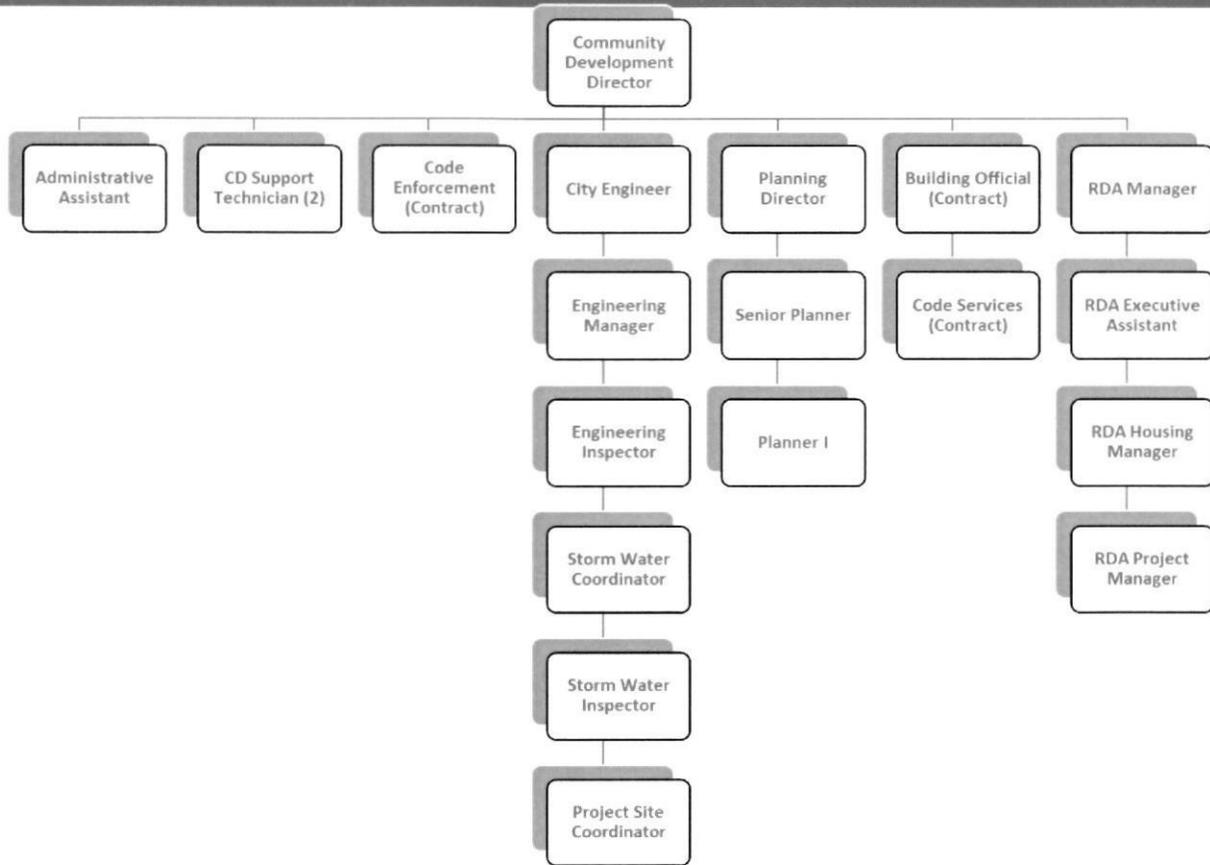
3 FY2024 Budget request for tree maintenance

Public Works—Parks and Cemetery

STAFFING

Position	FY2021	FY2022	FY2023	Tentative FY2024
Operations Support Supervisor	0.55	0.00	0.00	0.00
Parks Crew Lead	1.00	1.00	1.00	1.00
Parks Maintenance I	1.00	1.00	1.00	1.00
Parks Maintenance I	0.00	0.00	0.50	1.00
Equipment Operator I	1.00	1.00	1.00	1.00
TOTAL PARKS & CEMETERY	3.55	3.00	3.50	4.00

Community Development—Administration



DEPARTMENT DESCRIPTION

Community Development Administration includes overall support for the divisions within Community Development, economic development, business licensing, and a grant funded Project Site Coordinator.

At a Glance:

Total Budget: \$645,514 | Full-Time Equivalent Employees: 4.5

Community Development—Administration

BUDGET

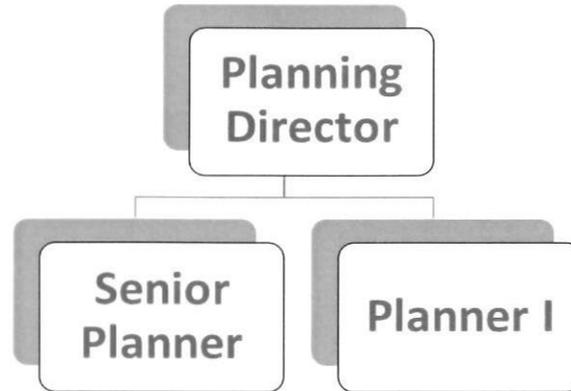
Community Development Administration						
	Actual FY2021	Actual FY2022	Amended FY2023	Tentative FY2024	Difference	Percent Change
Personnel						
Salaries ¹	458,441	435,723	503,779	385,263	(118,516)	-23.5%
Overtime	-	237	500	1,000	500	100.0%
Benefits ¹	241,318	202,179	226,145	177,331	(48,814)	-21.6%
Car Allowance ¹	6,000	6,000	6,000	3,000	(3,000)	-50.0%
Total Personnel	705,759	644,139	736,424	566,594	(169,830)	-23.1%
Operating						
Subscriptions and Memberships	2,377	2,045	5,200	3,000	(2,200)	-42.3%
Education and Travel	798	6,192	6,500	6,500	-	0.0%
Bank Charges	-	7,649	12,820	12,820	-	0.0%
Repairs, Maintenance, and Supplies	-	-	500	-	(500)	-100.0%
Information Technology Equipment (Interfund)	7,005	15,192	10,878	9,218	(1,660)	-15.3%
Vehicle Operating Costs (Interfund)	3,721	5,071	5,623	6,288	665	11.8%
Communications and Telephone	1,209	1,339	1,216	1,193	(23)	-1.9%
Professional Services	-	12,375	21,500	15,000	(6,500)	-30.2%
Special Development Projects	-	2,435	27,565	10,000	(17,565)	-63.7%
Economic Development Promotions	35	-	10,000	10,000	-	0.0%
Miscellaneous Supplies	584	1,023	1,000	1,000	-	0.0%
Miscellaneous Services	7	1,385	500	500	-	0.0%
Total Operating	15,736	54,706	103,302	75,519	(27,783)	-26.9%
Capital						
Fleet Vehicle Replacement (Interfund)	2,371	2,116	3,401	3,401	-	0.0%
TOTAL EXPENDITURES	\$ 723,866	\$ 700,961	\$ 843,127	\$ 645,514	\$ (197,613)	-23.4%

1 FY2024 Moved FTE to Administration department

STAFFING

Position	FY2021	FY2022	FY2023	Tentative FY2024
Community Development Director	1.00	1.00	1.00	1.00
Economic Development Director	1.00	1.00	1.00	0.00
Executive Assistant	1.00	0.50	0.50	0.50
Project Site Coordinator*	1.00	1.00	1.00	1.00
Community Development Support Technician	2.00	2.00	2.00	2.00
TOTAL COMMUNITY DEVELOPMENT ADMIN	6.00	5.50	5.50	4.50

Community Development—Planning and Zoning



DEPARTMENT DESCRIPTION

The Planning and Zoning Division is responsible for providing effective, transparent, and efficient professional services to the public. The Division also ensures compliance with Midvale City’s Municipal Code for all building plans, subdivision plans, land use and zone amendments, *etc.* In addition, the division is charged with creation and modification of the City’s General Plans and other planning documents.

BUDGET

Planning and Zoning						
	Actual FY2021	Actual FY2022	Amended FY2023	Tentative FY2024	Difference	Percent Change
Personnel						
Salaries	216,630	242,369	270,076	259,018	(11,058)	-4.1%
Overtime	162	280	1,000	400	(600)	-60.0%
Benefits ¹	81,179	109,584	129,209	151,708	22,499	17.4%
Car Allowance	-	-	-	-	-	0.0%
Total Personnel	297,971	352,233	400,285	411,126	10,841	2.7%
Operating						
Subscriptions and Memberships	674	618	3,000	2,000	(1,000)	-33.3%
Education and Travel	-	878	10,000	7,500	(2,500)	-25.0%
Repairs, Maintenance, and Supplies	-	-	500	-	(500)	-100.0%
Information Technology Equipment (Interfund)	7,189	13,275	8,457	9,023	566	6.7%
Communications and Telephone	10	326	1,500	1,500	-	0.0%
Professional Services	32,030	28,381	35,000	10,000	(25,000)	-71.4%
Contract Labor	-	-	400	-	-	-
Special Development Projects	-	-	1,000	-	(1,000)	-100.0%
Miscellaneous Supplies	273	994	2,000	2,000	-	0.0%
Miscellaneous Services	-	-	500	500	-	0.0%
Planning Commission Misc	-	-	-	3,500	3,500	0.0%
Total Operating	40,176	44,472	62,357	36,023	(25,934)	-42.2%
TOTAL EXPENDITURES	\$ 338,147	\$ 396,705	\$ 462,642	\$ 447,149	\$ (15,093)	-3.3%

At a Glance:

Total Budget: \$447,149 | Full-Time Equivalent Employees: 3

Community Development—Planning and Zoning

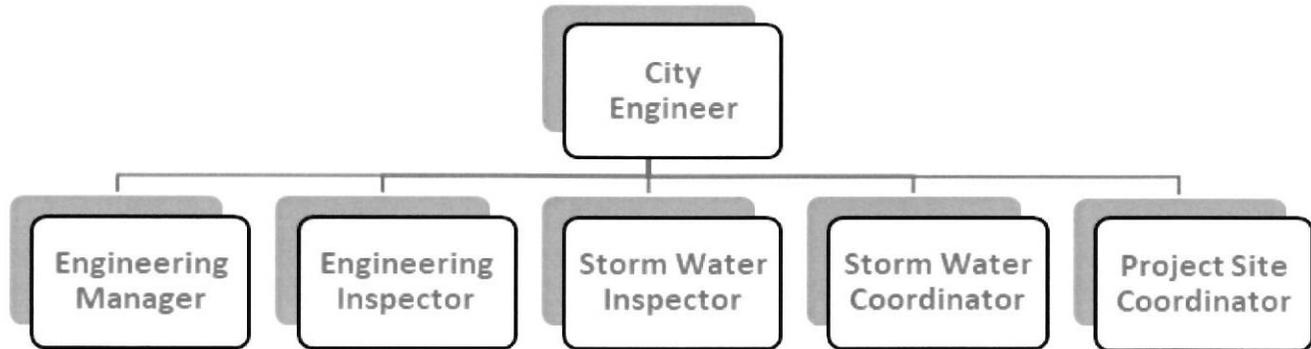
BUDGET CONTINUE

1 FY2024 Increase in benefit cost

STAFFING

Position	FY2021	FY2022	FY2023	Tentative FY2024
City Planner	1.00	1.00	1.00	1.00
Senior Planner	1.00	1.00	1.00	1.00
Planner I/II	1.00	1.00	1.00	1.00
TOTAL PLANNING AND ZONING	3.00	3.00	3.00	3.00

Community Development—Engineering



BUDGET

Engineering						
	Actual FY2021	Actual FY2022	Amended FY2023	Tentative FY2024	Difference	Percent Change
Personnel						
Salaries ¹	116,455	79,649	85,206	89,370	4,164	4.9%
Benefits ²	42,163	23,795	23,939	25,972	2,033	8.5%
Uniform Allowance	1,951	2,409	2,500	3,500	1,000	40.0%
Total Personnel	160,569	105,853	111,645	118,842	7,197	6.4%
Operating						
Subscriptions and Memberships	820	210	600	600	-	0.0%
Education and Travel	757	9,408	10,600	7,500	(3,100)	-29.2%
Information Technology Equipment (Interfund)	6,772	14,380	10,072	5,986	(4,086)	-40.6%
Vehicle Operating Costs (Interfund)	7,442	10,142	11,247	12,576	1,329	11.8%
Communications and Telephone	1,688	2,649	3,000	(500)	(3,500)	-116.7%
Professional Services	28,313	3,052	39,000	18,900	(20,100)	-51.5%
Engineering Supplies	642	550	1,600	1,000	(600)	-37.5%
Computer Software	-	9,826	-	-	-	0.0%
Miscellaneous Supplies	576	923	500	500	-	0.0%
Miscellaneous Services	50	-	500	500	-	0.0%
Total Operating	47,060	51,140	77,119	47,062	(30,057)	-39.0%
Capital						
Fleet Vehicle Replacement (Interfund)	13,115	13,434	22,791	15,711	(7,080)	-31.1%
TOTAL EXPENDITURES	\$ 220,744	\$ 170,427	\$ 211,555	\$ 181,615	\$ (29,940)	-14.2%

At a Glance:

Total Budget: \$181,615 | Full-Time Equivalent Employees: .75

Community Development—Engineering

BUDGET CONTINUED

1 FY2024 Market, COLA, & Merit Salary Adjustments

2 FY2024 Increase in benefit cost

STAFFING

Position	FY2021	FY2022	FY2023	Tentative FY2024
City Engineer	0.25	0.25	0.25	0.25
Engineering Manager	0.50	0.50	0.50	0.50
GIS Manager	0.35	0.35	0.00	0.00
GIS Specialist I	0.35	0.35	0.00	0.00
TOTAL ENGINEERING	1.45	1.45	0.75	0.75

Community Development—Code Enforcement

DEPARTMENT DESCRIPTION

Code Enforcement is provided by the Unified Police Department, which is funded in the Public Safety budget.

BUDGET

Code Enforcement						
	Actual FY2021	Actual FY2022	Amended FY2023	Tentative FY2024	Difference	Percent Change
Personnel						
Salaries	-	-	-	-	-	0.0%
Benefits	2,718	-	-	-	-	0.0%
Total Personnel	2,718	-	-	-	-	0.0%
Operating						
Subscriptions and Memberships	-	-	300	-	(300)	-100.0%
Education and Travel	-	-	500	-	(500)	-100.0%
Information Technology Equipment (Interfund)	148	3,008	2,101	561	(1,540)	-73.3%
Vehicle Operating Costs (Interfund)	-	-	-	-	-	0.0%
Miscellaneous Supplies	-	-	1,000	500	(500)	-50.0%
Miscellaneous Services	350	-	1,000	1,000	-	0.0%
Total Operating	498	3,008	4,901	2,061	(2,840)	-57.9%
TOTAL EXPENDITURES	\$ 3,216	\$ 3,008	\$ 4,901	\$ 2,061	\$ (2,840)	-57.9%

At a Glance:

Total Budget: \$2,061 | Full-Time Equivalent Employees: 0

Community Development—Building Inspection

DEPARTMENT DESCRIPTION

The City contracts out the bulk of their building inspection services to a professional engineering company. In Fiscal Year 2024 the City is planning on hiring an in-house Building Plan Reviewer. In addition to FTE, the department’s budget includes payments to the engineering company and other incidental costs related to the building inspection process.

BUDGET

Building Inspection						
	Actual FY2021	Actual FY2022	Amended FY2023	Tentative FY2024	Difference	Percent Change
Personnel						
Salaries ¹	-	-	34,125	42,279	8,154	23.9%
Benefits ¹	-	-	20,815	17,487	(3,328)	-16.0%
Total Personnel	-	-	54,940	59,765	4,825	8.8%
Operating						
Uniform allowance ¹	-	-	-	600	600	0.0%
Subscriptions and memberships ¹	-	-	-	200	200	0.0%
Travel ¹	-	-	-	1,000	1,000	0.0%
Repairs, Maintenance, and Supplies	-	-	1,500	-	(1,500)	-100.0%
Information Technology Equipment (Interfund)	4	16	32	180	148	462.5%
Communications and Telephone	323	-	174	68	(106)	-61.0%
Professional Services	358,949	211,744	286,900	286,900	-	0.0%
Miscellaneous Supplies	-	-	500	500	-	0.0%
Miscellaneous Services	-	-	500	500	-	0.0%
Total Operating	359,276	211,760	289,606	289,948	342	0.1%
Capital						
Fleet Vehicle Replacement (Interfund)	-	-	-	-	-	0.0%
TOTAL EXPENDITURES	\$ 359,276	\$ 211,760	\$ 344,546	\$ 349,713	\$ 5,167	1.5%

1 FY2024 Addition of a Building Plan Review FTE

STAFFING

Position	FY2021	FY2022	FY2023	Tentative FY2024
Building Plan Reviewer	0.00	0.00	0.35	0.60
TOTAL BUILDING INSPECTION	0.00	0.00	0.35	0.60

At a Glance:

Total Budget: \$349,713 | Full-Time Equivalent Employees: .6

Debt Service Funds



Debt Service Fund

BUDGET

Debt Service Fund						
	Actual FY2021	Actual FY2022	Amended FY2023	Tentative FY2024	Difference	Percent Change
Revenues:						
Interest Revenue	-	275	-	-	-	0.0%
Loan Payment - Developer	-	245,331	245,331	245,331	-	0.0%
Transfer From General Fund	-	1,156,098	1,157,961	1,134,725	(23,236)	-2.0%
Transfer from Bingham Junction Area	-	-	-	449,131	449,131	0.0%
TOTAL REVENUES	-	1,401,704	1,403,292	1,829,187	425,895	30.3%
Expenditures:						
Trustee and Bond Related Fees	-	4,550	6,000	6,000	-	0.0%
Lease Payment to MBA	-	372,898	374,961	352,724	(22,237)	-5.9%
Debt Service Principal	-	703,717	1,080,382	1,060,149	(20,233)	-1.9%
Debt Service Interest	-	318,814	391,081	410,314	19,233	4.9%
TOTAL EXPENDITURES	-	1,399,979	1,852,424	1,829,187	(23,237)	-1.3%
NET REVENUES OVER/(UNDER)						
EXPENDITURES	-	1,725	(449,132)	-	449,132	

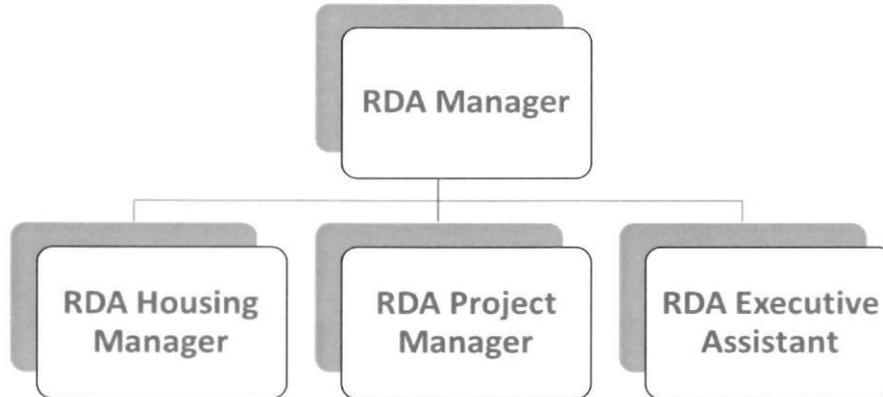
At a Glance:

Total Budget: \$1,829,187 | Full-Time Equivalent Employees: 0

Special Revenue Funds



Redevelopment Agency—Operations



BUDGET

Redevelopment Agency - Operations						
	Actual FY2021	Actual FY2022	Amended FY2023	Tentative FY2024	Difference	Percent Change
Revenues:						
Interest Earnings	3,524	(1,814)	2,000	2,000	-	0.0%
Miscellaneous revenue	200	200	-	-	-	0.0%
Transfer from other RDA accts	718,749	790,264	735,752	729,103	(6,649)	-0.9%
Contribution from Fund Balance	-	-	1,438	114,153	112,715	7838.3%
TOTAL REVENUES	\$ 722,473	\$ 788,650	\$ 739,190	\$ 845,256	\$ 106,066	14.3%
Expenditures:						
Personnel						
Salaries	239,540	189,489	272,646	297,991	25,345	9.3%
Benefits	149,206	98,152	146,513	155,483	8,970	6.1%
Total Personnel	388,746	287,641	419,159	453,474	34,315	8.2%
Operating						
Subscriptions and Memberships	310	920	1,680	1,200	(480)	-28.6%
Education and Travel	95	977	15,000	15,000	-	0.0%
Equipment, Supplies, and Maintenance	537	3,161	5,000	3,000	(2,000)	-40.0%
Information Technology Equipment (Interfund)	3,612	8,977	5,960	5,928	(32)	-0.5%
Communications and Telephone	1,232	1,093	800	1,267	467	58.4%
Professional Services	42,453	58,002	50,000	72,600	22,600	45.2%
Administrative Fee (Interfund)	262,988	233,158	241,591	292,787	51,196	21.2%
Total Operating	311,227	306,288	320,031	391,782	71,751	22.4%
TOTAL EXPENDITURES	\$ 699,973	\$ 593,929	\$ 739,190	\$ 845,256	\$ 106,066	14.3%
NET REVENUES OVER/(UNDER) EXPENDITURES	\$ 22,500	\$ 194,721	\$ -	\$ (0)	\$ (0)	

At a Glance:

Total Budget: \$845,256 | Full-Time Equivalent Employees: 3.4

Redevelopment Agency—Operations

BUDGET CONTINUED

1 FY2024 Market, COLA, & Merit Salary Adjustments

2 FY2024 Increase in benefit cost

STAFFING

Position	FY2021	FY2022	FY2023	Tentative
				FY2024
RDA Manager	1.00	1.00	1.00	1.00
RDA Housing Project Manager	1.00	0.40	0.40	0.40
RDA Project Manager	1.00	0.50	1.00	1.00
Executive Assistant	1.00	0.50	0.50	0.50
CD Executive Assistant	0.00	0.50	0.50	0.50
TOTAL BUSINESS LICENSING	4.00	2.90	3.40	3.40

Redevelopment Agency—Bingham Junction

FUND DESCRIPTION

The Bingham Junction Project Area was adopted by the Redevelopment Agency of Midvale City and the Board of Directors on August 10, 2004. The project area encompasses 390 acres in the northwest corner of the City. This project area consists primarily of the Midvale Slag Superfund Site, which completed major cleanup activities by 2007.

The Bingham Junction Project Area provides for collection of 80 percent of the property tax increment generated for a period of 25 years. The primary purpose of the project area is to address the extraordinary costs imposed on the property as a former Superfund site, as well as the construction of infrastructure to prepare the area for development activities.

BUDGET

Redevelopment Agency - Bingham Junction Project Area						
	Actual FY2021	Actual FY2022	Amended FY2023	Tentative FY2024	Difference	Percent Change
Revenues:						
Tax Increment Revenue	677,947	586,421	592,800	618,516	25,716	4.3%
Contributions From Other Governments (Tax Increment)	7,115,557	6,893,701	7,007,200	7,311,175	303,975	4.3%
Interest Earnings	82,312	12,818	40,000	80,000	40,000	100.0%
Bond Interest Revenue	6,408	-	-	-	-	0.0%
Transfer from other RDA acct's	-	50,207	-	-	-	0.0%
Sundry Revenues	29,200	-	-	-	-	0.0%
Contribution from Fund Balance	-	-	987,494	880,407	(107,087)	-10.8%
TOTAL REVENUES	\$ 7,911,424	\$ 7,543,147	\$ 8,627,494	\$ 8,890,098	\$ 262,604	3.0%
Expenditures:						
Professional Services	9,828	1,000	-	-	-	0.0%
Developer reimbursement	1,366,573	1,586,103	1,242,000	800,000	(442,000)	-35.6%
Public Art - P/Y	-	-	90,000	170,000	80,000	88.9%
Infrastructure imprvmnts - C/Y	6,938	4,694	-	-	-	0.0%
City Hall Plaza Project	-	-	-	1,475,000	1,475,000	0.0%
Public Improvements	-	-	1,625,000	75,000	(1,550,000)	-95.4%
Debt service principal	1,960,000	2,039,000	2,120,000	2,207,000	87,000	4.1%
Interest on bonds	1,514,685	1,439,715	1,359,992	1,275,772	(84,220)	-6.2%
Transfer to Administration	685,267	571,123	620,502	604,903	(15,599)	-2.5%
Transfer to Citywide Housing	500,000	1,952,000	1,520,000	1,982,423	462,423	30.4%
Transfer to Jordan Bluffs Proj	93,333	-	-	-	-	0.0%
Transfer to Main St Proj	286,750	1,631,730	50,000	300,000	250,000	500.0%
Transfer to BJ Bond Proj Fund	4,577,601	-	-	-	-	0.0%
TOTAL EXPENDITURES	\$ 11,000,975	\$ 9,225,365	\$ 8,627,494	\$ 8,890,098	\$ 262,604	3.0%
NET REVENUES OVER/(UNDER) EXPENDITURES	(3,089,551)	(1,682,218)	(987,494)	(880,407)	-	

At a Glance:

Total Budget: \$8,890,098 | Full-Time Equivalent Employees: 0

Redevelopment Agency—Jordan Bluffs

FUND DESCRIPTION

The Jordan Bluffs Project Area was adopted by the Redevelopment Agency of Midvale City and the Board of Directors on August 10, 2004. The project area encompasses 268 acres in the southwest corner of the City. This project area consists primarily of the Midvale Slag Superfund Site, which completed major cleanup activities by 2007.

The Jordan Bluffs Project Area provides for collection of 80 percent of the property tax increment generated for a period of 25 years. The primary purpose of the project area is to address the extraordinary costs imposed on the property as a former Superfund site, as well as the construction of infrastructure to prepare the area for development activities.

BUDGET

Redevelopment Agency - Jordan Bluffs Project Area						
	Actual FY2021	Actual FY2022	Amended FY2023	Tentative FY2024	Difference	Percent Change
Revenues:						
Contributions from Other Governments	771,394	1,237,271	2,120,600	2,290,248	169,648	8.0%
Property Tax Revenue	65,650	105,142	179,400	193,752	14,352	8.0%
Interest revenue	2,953	(2,810)	5,000	20,000	15,000	300.0%
Transfer from other RDA funds	93,333	-	-	-	-	0.0%
Contribution from Fund Balance	-	-	-	224,932	224,932	0.0%
TOTAL REVENUES	\$ 933,330	\$ 1,339,603	\$ 2,305,000	\$ 2,728,932	\$ 423,932	18.4%
Expenditures:						
Infrastructure	-	71,676	-	-	-	0.0%
Professional Services	127,474	121,775	112,000	112,000	-	0.0%
Developer Reimbursement	-	-	650,000	950,000	300,000	46.2%
Taxing Entity Tax Payments	167,409	268,493	460,000	496,800	36,800	8.0%
Public Art	-	-	-	50,000	50,000	0.0%
Public Improvements	-	-	-	50,000	50,000	0.0%
Transfer to Administration	33,482	43,603	115,250	124,200	8,950	7.8%
Transfer to Citywide Housing	133,927	174,413	368,000	496,800	128,800	35.0%
Transfer to Debt Service Fund	-	-	449,132	449,132	-	0.0%
Contribution to Fund Balance	-	-	150,618	-	(150,618)	-100.0%
TOTAL EXPENDITURES	\$ 462,292	\$ 679,960	\$ 2,305,000	\$ 2,728,932	\$ 423,932	18.4%
NET REVENUES OVER/(UNDER) EXPENDITURES	471,038	659,643	150,618	(224,932)	-	

At a Glance:

Total Budget: \$2,728,932 | Full-Time Equivalent Employees: 0

Redevelopment Agency—Main Street

FUND DESCRIPTION

The Main Street Community Development Area was adopted by the Redevelopment Agency of Midvale City and the Board of Directors on November 17, 2015. In 2021, the taxing entities entered into Interlocal Cooperation Agreements with the Agency whereby they participate 60 percent of their tax increment for 20 years. The Area was triggered to begin collecting tax increment and will receive it's first distribution of tax increment from TY2024 payments.

The Redevelopment Agency’s goal in this project is to create an arts and culture district. This will be accomplished by stabilizing the housing stock, upgrading infrastructure, improving parking, and adding new commercial uses through rehabilitation of existing buildings and new development. The Agency also has a sharp focus on community engagement, outreach, events, and supporting public art initiatives.

BUDGET

Redevelopment Agency - Main Street Project Area						
	Actual FY2021	Actual FY2022	Amended FY2023	Tentative FY2024	Difference	Percent Change
Revenues:						
Rent and Concessions	-	2,600	-	-	-	0.0%
Revolving Loan Program	-	-	-	77,968	77,968	0.0%
Interest Revenue	325	(4,413)	-	30,000	30,000	0.0%
Sale of Properties Held for Resale	-	-	-	288,000	288,000	0.0%
Transfer from other RDA A/C	286,750	1,631,730	50,000	300,000	250,000	500.0%
Contribution from Fund Balance	-	-	1,377,600	160,032	(1,217,568)	-88.4%
Transfer from General Fund	6,000	-	-	-	-	0.0%
TOTAL REVENUES	\$ 293,075	\$ 1,629,917	\$ 1,427,600	\$ 856,000	\$ (571,600)	0.0%
Expenditures:						
Project Area improvements	168	177	10,000	189,000	179,000	1790.0%
Professional Services	29,121	34,765	65,000	20,000	(45,000)	-69.2%
Miscellaneous Supplies	-	1,536	2,000	2,000	-	0.0%
Revolving Loan Program	-	20	1,250,000	500,000	(750,000)	-60.0%
Property Acquisition	248,469	148	-	-	-	0.0%
Public Art	-	147,130	70,600	115,000	44,400	62.9%
Events and Promotion	-	6,894	30,000	30,000	-	0.0%
TOTAL EXPENDITURES	\$ 277,758	\$ 190,670	\$ 1,427,600	\$ 856,000	\$ (571,600)	0.0%
NET REVENUES OVER/(UNDER) EXPENDITURES	15,317	1,439,247	-	-	-	-

At a Glance:

Total Budget: \$856,000 | Full-Time Equivalent Employees: 0

Redevelopment Agency—City-Wide Housing

FUND DESCRIPTION

The Redevelopment Agency of Midvale City is charged with leading the City’s housing-related efforts through the establishment of policies and the administration of programs, including the preparation and implementation of the Midvale City Housing Plan and the Neighborhood Housing Improvement Program. The Agency has assumed the lead role in housing policy and development, because it is the primary funding source for moderate to low-income housing in Midvale. These housing funds are primarily generated by a required 20 percent housing set-aside in the Bingham Junction Project Area and Jordan Bluffs Project Area.

BUDGET

Redevelopment Agency - City-Wide Housing

	Actual FY2021	Actual FY2022	Amended FY2023	Tentative FY2024	Difference	Percent Change
Revenues:						
Interest revenue	16,190	(17,488)	8,000	40,000	32,000	400.0%
Lease revenue - Applewood	-	17,897	14,055	14,055	-	0.0%
Transfer from other RDA account	633,927	2,325,097	1,888,000	2,479,223	591,223	31.3%
Grants Slco Affordable Housing	-	-	-	100,000	100,000	0.0%
Contribution from Fund Balance	-	-	681,402	717,915	36,513	5.4%
TOTAL REVENUES	\$ 650,117	\$ 2,325,506	\$ 2,591,457	\$ 3,351,193	\$ 759,736	29.3%
Expenditures:						
Salaries	-	37,326	45,816	48,345	2,529	5.5%
Benefits	-	17,669	17,399	19,606	2,207	12.7%
Equipment, Supplies, and Maint	-	1,800	2,000	2,000	-	0.0%
Communications/Telephone	-	159	242	242	-	0.0%
Housing Programs Administrative Services (contra:	-	-	-	35,000	35,000	0.0%
Affordable Housing Incentives	83,037	135,527	2,000,000	2,600,000	600,000	30.0%
Housing Programs	-	-	275,000	285,000	10,000	3.6%
Recreation Amenity Program	-	-	100,000	100,000	-	0.0%
Homeownership/Landlord Education	-	-	1,000	1,000	-	0.0%
Home Repair Loan Program	-	-	150,000	260,000	110,000	73.3%
TOTAL EXPENDITURES	\$ 83,037	\$ 192,481	\$ 2,591,457	\$ 3,351,193	\$ 759,736	29.3%
NET REVENUES OVER/(UNDER) EXPENDITURES	567,080	2,133,025	(681,402)	(717,915)	(36,513)	

STAFFING

Position	FY2021	FY2022	FY2023	Tentative FY2024
RDA Housing Project Manager	0.00	0.60	0.60	0.60
TOTAL BUSINESS LICENSING	-	0.60	0.60	0.60

At a Glance:

Total Budget: \$3,351,193 | Full-Time Equivalent Employees: .60

Municipal Building Authority (MBA)

FUND DESCRIPTION

The MBA issued bonds in October 2012 which provided construction funds of \$7,653,500. Midvale City contributed \$1,506,500 to the MBA from the sale of the former City Hall property (655 W Center St) and the Fire Station at 607 E 7200 S. Contributions from other City funds totaled \$606,800. Combining these funding sources, \$9,766,800 was available for three major capital projects: City Hall/Justice Court, City Park improvements, and City-wide Street Lighting. All three projects were completed in fiscal year 2015.

Debt service on the MBA bonds is paid by the MBA with lease revenue from other City funds. In 2013, the MBA acquired a building in the City Park and leased it to the Boys & Girls Club. In 2017, the MBA acquired the former Midvale Middle School seminary building on Wasatch St. and leased it to the Community Action Program. Revenue from these leases reduces the annual lease payment required from the General Fund.

BUDGET

Municipal Building Authority						
	Actual FY2021	Actual FY2022	Amended FY2023	Tentative FY2024	Difference	Percent Change
Revenues:						
Lease Revenue - Boys and Girls Club	70,308	70,308	70,308	70,308	-	0.0%
Lease Revenue - Streetlighting Fund	211,000	211,000	211,000	211,000	-	0.0%
Lease Revenue - Midvale City	370,006	372,898	374,961	352,724	(22,237)	-5.9%
Lease Revenue - Head Start	24,000	24,000	24,000	24,000	-	0.0%
Interest revenue - Bond Proceeds	3,088	-	-	-	-	-
Interest Earnings	1,820	147	1,000	18,000	17,000	1700.0%
TOTAL REVENUES	\$ 680,222	\$ 678,353	\$ 681,269	\$ 676,032	\$ (5,237)	-0.8%
Expenditures:						
Operating						
Professional Services	2,520	2,520	6,100	3,100	580	-49.2%
Debt Service						
Debt Service - Principal	490,000	500,000	510,000	520,000	20,000	2.0%
Debt Service - Interest	185,806	175,906	165,169	152,932	(22,974)	-7.4%
Total Debt Service	675,806	675,906	675,169	672,932	(2,974)	-0.3%
TOTAL EXPENDITURES	\$ 678,326	\$ 678,426	\$ 681,269	\$ 676,032	\$ (2,394)	-0.8%
NET REVENUES OVER/(UNDER) EXPENDITURES	1,896	(73)	-	-	(2,843)	
FUND BALANCE - BEGINNING	661,360	663,256	663,183	663,183	-	0.0%
FUND BALANCE - ENDING	\$ 663,256	\$ 663,183	\$ 663,183	\$ 663,183	\$ -	0.0%

At a Glance:

Total Budget: \$676,032 | Full-Time Equivalent Employees: 0

Capital Projects



Capital Projects

FUND DESCRIPTION

The Capital Projects fund accounts for financial resources to be used for the acquisition of major capital facilities (other than those financed by enterprise or internal service fund activities).

BUDGET

Capital Projects Fund						
	Actual FY2021	Actual FY2022	Amended FY2023	Tentative FY2024	Difference	Percent Change
Revenues:						
Sales tax	866,793	1,000,875	1,000,000	1,000,000	-	0.0%
CDBG Grant	-	160,000	-	-	-	0.0%
State Transportation Funds	-	500,000	-	-	-	0.0%
UDOT Grant	-	69,000	-	-	-	0.0%
WFRC Grant	-	-	105,000	105,000	-	0.0%
Interest Earnings	20,514	(4,206)	-	-	-	0.0%
Proceeds from sale of assets	-	-	-	-	-	0.0%
Proceeds from borrowings	2,163,893	5,500,000	-	-	-	0.0%
Transfer from GF	196,887	1,249,526	987,600	-	(987,600)	-100.0%
Contribution - Highway Funds	-	-	500,000	500,000	-	0.0%
Use of Fund Balance	-	-	1,736,747	505,515	(1,231,232)	-70.9%
TOTAL REVENUES	\$ 3,248,087	\$ 8,475,195	\$ 4,329,347	\$ 2,110,515	\$ (2,218,832)	-51.3%
Expenditures:						
City Bldg Improvements	24,163	-	73,000	-	(73,000)	-100.0%
Sidewalk/Curb/Gutter replace	146,220	-	200,000	210,000	10,000	5.0%
Art House Improvements	-	1,253	37,747	-	(37,747)	-100.0%
Facility Maintenance	-	-	109,600	95,425	(14,175)	-12.9%
Midvale City Park improvements	10,492	29,087	250,000	-	(250,000)	-100.0%
Parks Master Plan/Impact Fee Study	-	-	80,000	-	(80,000)	-100.0%
Transportation Master Plan/Impact Fee Study	-	-	80,000	-	(80,000)	-100.0%
Main Street Utility Upgrades	-	-	100,000	-	(100,000)	-100.0%
Community Center/Bowery	466,818	-	-	-	-	0.0%
7200 S. Gateway Project	-	-	166,000	-	(166,000)	-100.0%
WFRC Visioning Grant Match	-	14,000	-	-	-	0.0%
UDOT Canal Trails Grant Match	-	-	75,000	-	(75,000)	-100.0%
Jordan River trail improvement	-	41,945	-	-	-	0.0%
Fort Union Corridor Study	-	-	115,000	-	(115,000)	-100.0%
City's general plans and land use policies	-	-	-	150,000	150,000	0.0%
Christmas decorations	-	4,664	25,000	-	(25,000)	-100.0%
Main/Wasatch intersection stud	7,796	-	-	-	-	0.0%
Marquee sign	55,905	-	-	-	-	0.0%
Midvale Mural Program	-	1,500	23,000	-	(23,000)	-100.0%
Community swimming pool	-	-	200,000	200,000	-	0.0%
CDBG Project - ADA Ramps	63,066	242,529	-	-	-	0.0%
Parking Structure Loans	2,163,893	5,500,000	-	-	-	0.0%
Pavement Management	748,138	36,721	2,080,000	840,000	(1,240,000)	-59.6%
Bridge over the Salt Lake and Jordan Canal on 8000	-	-	-	115,090	115,090	0.0%
HB244 Transportation Projects	-	-	500,000	500,000	-	0.0%
Transfer to IT Fund	-	100,000	-	-	-	0.0%
TOTAL EXPENDITURES	\$ 3,686,491	\$ 5,971,699	\$ 4,329,347	\$ 2,110,515	\$ (2,218,832)	-51.3%
NET REVENUES OVER/(UNDER) EXPENDITURES	(438,404)	2,503,496	-	-	-	

Enterprise Funds



Public Works—Water



DIVISION DESCRIPTION

The Water Division is accountable for providing safe and reliable culinary water to the nearly 9000 metered connections within Midvale, in compliance with all state and federal standards.

The division is responsible for all water system maintenance and operations, responding to emergency calls and system needs 24 hours a day, seven days a week.

At a Glance:

Total Budget: \$11,994,187 | Full-Time Equivalent Employees: 10.60

Public Works—Water

BUDGET

Water Utility Fund

	Actual FY2021	Actual FY2022	Amended FY2023	Tentative FY2024	Difference	Percent Change
Revenues:						
Water User Charges	5,535,192	2,537,554	2,881,367	2,963,063	81,696	2.8%
Water user charges - Consumption	-	2,869,641	3,737,059	3,737,059	-	0.0%
Water User Charges-City Owned	-	45,594	100,081	100,081	-	0.0%
Utility Billing Write-Offs	(194)	-	-	-	-	0.0%
Water Connection Fees	42,320	51,500	61,800	61,800	-	0.0%
Water Reconnection Fees	26,436	8,400	46,350	46,350	-	0.0%
Service Charges	48,172	48,629	55,790	55,790	-	0.0%
Impact Fees	-	-	152,395	-	(152,395)	-100.0%
Hydrant Rental	44,975	8,073	20,600	10,000	(10,600)	-51.5%
Miscellaneous	3,824	(41)	1,000	-	(1,000)	-100.0%
IRS Debt Service Subsidy (Build America Bonds)	49,170	-	-	-	-	0.0%
Interest Revenue	15,894	(3,335)	8,600	100,000	91,400	1062.8%
Interest Revenue-Bond Proceeds	3,576	-	-	-	-	0.0%
Bond Premium Amortization	45,319	40,224	-	-	-	0.0%
American Rescue Plan Act	-	2,019,299	2,019,299	-	(2,019,299)	-100.0%
Proceeds from sale of bonds	-	-	5,300,000	5,300,000	-	0.0%
TOTAL REVENUES	\$ 5,814,684	\$ 7,625,538	\$ 14,384,341	\$ 12,374,143	\$ (2,010,198)	-14.0%

Expenditures:

Personnel						
Salaries	669,313	709,155	787,915	738,768	(49,147)	-6.2%
Overtime	10,996	15,896	20,000	18,100	(1,900)	-9.5%
Benefits	388,653	377,622	395,412	367,082	(28,330)	-7.2%
Pension Expense	(10,693)	(124,122)	-	-	-	0.0%
Uniform Allowance	4,062	3,980	8,240	4,400	(3,840)	-46.6%
Total Personnel	1,062,331	982,531	1,211,567	1,128,350	(83,217)	-6.9%
Operating						
Subscriptions and Memberships	2,136	1,613	4,172	2,000	(2,172)	-52.1%
Education and Travel	5,633	15,310	15,000	6,000	(9,000)	-60.0%
Postage	17,369	33,944	30,000	20,400	(9,600)	-32.0%
Bank Charges	-	46,027	42,940	42,940	-	0.0%
Equipment and Building - Repairs, Maintenance, and Su	66,084	55,274	56,650	63,800	7,150	12.6%
Miscellaneous Supplies	449	-	-	-	-	0.0%
Medical and Safety Supplies	3,018	1,603	6,240	1,500	(4,740)	-76.0%
Information Technology Equipment (Interfund)	4,179	10,607	7,910	12,863	4,953	62.6%
Vehicle Operating Costs (Interfund)	63,264	86,209	95,597	106,896	11,299	11.8%
Lease of Public Works Space (Interfund)	14,000	14,000	14,000	14,000	-	0.0%
Electricity	183,442	175,287	247,200	177,600	(69,600)	-28.2%
Communications and Telephone	7,386	7,141	8,867	6,558	(2,309)	-26.0%
Professional Services	30,695	9,846	60,153	27,600	(32,553)	-54.1%
Administrative Charge (Interfund)	559,189	651,862	671,418	696,926	25,508	3.8%
Water Sampling	38,975	20,742	36,400	27,700	(6,700)	-83.8%
Backflow Testing	4,118	159	8,000	1,300	-	0.0%
Well Equipment and Maintenance	10,071	7,698	16,000	16,000	-	0.0%
Fluoridation System Maintenance	18,870	13,701	34,750	25,000	(9,750)	-28.1%
Chlorine equipment and maintenance	-	-	(30,000)	-	30,000	-100.0%
System Maintenance, Repair, and Supplies	95,283	115,241	28,750	100,000	71,250	247.8%
Wholesale Water	1,355,892	1,249,684	1,620,000	1,680,000	60,000	3.7%
Damage Contingency	15,608	-	5,000	-	(5,000)	-100.0%
SCADA Maintenance	-	-	6,000	-	(6,000)	-100.0%
Generator Maintenance	-	443	3,700	3,700	-	0.0%
Miscellaneous Services	5,863	92,420	7,500	46,700	39,200	522.7%
Bad Debt Expense	-	3,154	5,000	600	(4,400)	-88.0%
Jordan Valley Water Conservancy District Storage	96,000	96,000	96,000	38,400	(57,600)	-60.0%
Total Operating	2,597,524	2,707,965	3,097,247	3,118,483	29,936	0.7%

Public Works—Water

BUDGET CONTINUED

Water Utility Fund Continued						
	Actual FY2021	Actual FY2022	Amended FY2023	Tentative FY2024	Difference	Percent Change
Capital Projects						
Fleet Vehicle Replacement (Interfund)	60,100	74,758	105,495	202,141	96,646	91.6%
Vehicles	-	-	-	-	-	0.0%
Sewer System Maintenance	-	-	-	-	-	0.0%
Meters and Related Supplies	2,325	(214,723)	53,985	13,000	(40,985)	-75.9%
Water Vault Upgrades	-	-	-	-	-	0.0%
	-	8,640	199,360	-	(199,360)	-100.0%
Water Master Plan Projects	-	-	5,261,364	5,261,364	-	0.0%
Other Capital Projects	-	12,868	987,132	750,000	(237,132)	-24.0%
Depreciation	995,659	1,017,380	-	-	-	0.0%
Total Capital Projects	1,058,084	898,923	6,607,336	6,226,505	(380,831)	-5.8%
Debt Service						
Bond Issuance Costs	40,292	-	106,000	106,000	-	0.0%
Debt Service - Principal	-	(32,420)	1,039,400	1,087,300	47,900	4.6%
Debt Service - Interest	475,029	367,900	353,178	327,548	(25,630)	-7.3%
Amortization of Bond Discount and/or Premium	5,655	5,655	-	-	-	0.0%
Capitalized Interest	-	-	-	-	-	0.0%
Total Debt Service	520,976	341,135	1,498,578	1,520,848	22,270	1.5%
Transfer to Fleet Fund	100,000	-	-	-	-	0.0%
TOTAL EXPENDITURES	\$ 5,338,915	\$ 4,930,554	\$ 12,414,728	\$ 11,994,187	\$ (411,841)	-3.4%
NET REVENUES OVER/(UNDER) EXPENDITURES	475,769	2,694,984	1,969,613	379,956	(1,598,357)	

Public Works—Water

STAFFING

Position	FY2021	FY2022	FY2023	Tentative FY2024
Public Works Director	0.20	0.20	0.20	0.20
Operations Superintendent	0.25	0.25	0.25	0.25
Public Utilities Manager	0.50	0.50	0.50	0.50
City Engineer	0.25	0.25	0.25	0.25
Engineering Manager	0.10	0.10	0.10	0.10
GIS Manager	0.25	0.25	0.25	0.25
GIS Specialist I	0.25	0.25	0.25	0.25
Engineering Inspector I	0.40	0.40	0.40	0.40
Water Crew Lead	1.00	1.00	1.00	1.00
Wastewater Crew Lead	0.10	0.10	0.10	0.10
Sample Tech/Cross Connection Administrator	1.00	1.00	1.00	1.00
Water Operator I/II/III	5.50	4.50	4.50	4.10
Wastewater Operator I/II	0.30	0.30	0.30	0.30
City Treasurer	0.30	0.30	0.30	0.30
Water Meter Technician	0.00	1.00	1.00	0.40
Finance Clerk	0.70	0.70	0.70	0.70
Water Utility Construction Crew Lead	1.00	1.00	1.00	0.50
TOTAL WATER FUND	12.10	12.10	12.10	10.60

Public Works—Sewer



DIVISION DESCRIPTION

The Sewer Division provides wastewater collection service for approximately one-third of the City. The division is responsible for all maintenance and operation of the City’s sewer system. The Sewer Division conducts routine video inspection of the sewer lines to identify breaks, bellies, protruding laterals, blockages, and other needed repairs.

The division also operates and maintains three sewer lift stations that pump wastewater under the Jordan River to South Valley Water Reclamation Facility. The division routinely unplugs pump blockages and replaces parts.

At a Glance:

Total Budget: \$4,034,932 | Full-Time Equivalent Employees: 7.25

Public Works—Sewer

BUDGET

Sewer Utility Fund

	Actual FY2021	Actual FY2022	Amended FY2023	Tentative FY2024	Difference	Percent Change
Revenues:						
Sewer User Charges	2,792,422	2,287,786	2,541,893	2,744,927	203,034	8.0%
Sewer User Charges-City Owned	-	2,529	8,067	8,712	645	8.0%
Sewer User Charges - Consumption	-	760,982	763,254	828,986	65,732	8.6%
Utility Billing Write-Offs	(194)	-	-	-	-	0.0%
Sewer Connection Fees	2,900	2,000	30,900	32,000	1,100	3.6%
Service Charges and Late Fees	15,751	19,464	14,853	15,706	853	5.7%
Miscellaneous	-	-	-	-	-	0.0%
Interest Revenue	3,390	(1,631)	8,472	20,000	11,528	136.1%
Interest Revenue-Bond Proceeds	6,310	-	-	-	-	0.0%
Bond Premium Amortization	11,397	11,397	-	-	-	0.0%
Proceeds from bond issuance	-	-	1,500,000	1,500,000	-	0.0%
Use of Fund Balance	-	-	380,142	-	(380,142)	-100.0%
TOTAL REVENUES	\$ 2,831,976	\$ 3,082,527	\$ 5,247,581	\$ 5,150,331	\$ (97,250)	-1.9%
Expenditures:						
Personnel						
Salaries ¹	390,203	398,151	450,211	518,565	68,354	15.2%
Overtime	3,660	8,679	6,000	6,200	200	3.3%
Benefits ²	213,933	216,410	235,337	277,215	41,878	17.8%
Pension Expense	(12,087)	(71,003)	-	-	-	0.0%
Uniform Allowance	1,738	1,350	2,575	1,700	(875)	-34.0%
Total Personnel	597,447	553,587	694,123	803,680	109,557	15.8%
Operating						
Subscriptions and Memberships	-	-	515	-	(515)	-100.0%
Education and Travel	3,948	1,954	7,000	2,000	(5,000)	-71.4%
Postage	7,401	14,851	14,000	8,400	(5,600)	-40.0%
Bank and card processing fees	-	22,412	20,909	20,909	-	0.0%
Maintenance, Repairs, and Supplies	10,833	11,353	16,480	8,600	(7,880)	-47.8%
Maintenance and Supplies - Lift Stations	15,440	20,951	20,600	20,500	(100)	-0.5%
Medical and Safety Supplies	1,522	707	3,000	700	(2,300)	-76.7%
Information Technology Equipment (Interfund)	4,656	6,014	3,837	5,785	1,948	50.8%
Vehicle Operating Costs (Interfund)	65,124	88,745	98,408	110,040	11,632	11.8%
Lease of Public Works Space (Interfund)	42,000	42,000	42,000	42,000	-	0.0%
Electricity	21,718	22,442	26,780	17,200	(9,580)	-35.8%
Natural Gas	-	-	-	-	-	0.0%
City-Owned Utilities	-	1,068	1,296	1,296	-	0.0%
Communications and Telephone	2,481	2,864	2,580	2,219	(361)	-14.0%
Professional Services	17,898	15,857	122,142	12,100	(110,042)	-90.1%
Administrative Charge (Interfund)	327,801	341,000	351,230	400,361	49,131	14.0%
Education and Training	-	-	-	-	-	0.0%
Sewer Operations (South Valley Water Reclamation Facility)	1,075,143	1,271,543	1,140,000	1,077,900	(62,100)	-5.4%
Damage Contingency	-	-	20,000	-	(20,000)	-100.0%
SCADA System	1,845	-	5,000	-	(5,000)	-100.0%
Software	-	-	11,952	-	(11,952)	100.0%
Bad Debt Expense	-	455	3,000	100	(2,900)	-96.7%
Miscellaneous Services	2,000	-	515	-	(515)	-100.0%
Total Operating	1,599,810	1,864,216	1,911,244	1,730,110	(181,134)	-9.5%

Public Works—Sewer

BUDGET CONTINUED

Sewer Utility Fund Continued						
	Actual FY2021	Actual FY2022	Amended FY2023	Tentative FY2024	Difference	Percent Change
Capital Projects						
Fleet Vehicle Replacement (Interfund)	60,900	59,510	60,796	142,517	81,721	134.4%
Infrastructure Maintenance	600	-	200,000	105,000	(95,000)	-47.5%
Trash Pump	-	-	-	-	-	0.0%
TV Transporter	-	-	-	-	-	0.0%
Depreciation	132,789	134,264	-	-	-	0.0%
Sewer Line Replacement	-	-	164,160	247,470	83,310	50.7%
Manhole Replacement	-	-	106,080	56,243	(49,837)	-47.0%
2018 Bond Sewer Line Projects	513	-	-	-	-	0.0%
Capital contribution SVWRF	-	-	321,518	574,890	253,372	78.8%
SVWRF Phosphorous/Grit Removal	-	-	-	-	-	0.0%
Total Capital Projects	194,802	193,774	852,554	1,126,120	273,566	32.1%
Debt Service						
Bond Issuance Costs	-	-	30,000	30,000	-	0.0%
Debt Service - Principal	-	-	216,600	229,800	13,200	6.1%
Debt Service - Interest	142,233	135,593	130,214	115,222	(14,992)	-11.5%
Capitalized Interest	-	-	-	-	-	0.0%
Amortization of Bond Discount and/or Premium	1,077	1,077	-	-	-	0.0%
Total Debt Service	143,310	136,670	376,814	375,022	(1,792)	-0.5%
TOTAL EXPENDITURES	\$ 2,535,369	\$ 2,748,247	\$ 3,834,735	\$ 4,034,932	\$ 200,197	5.2%
NET REVENUES OVER/(UNDER) EXPENDITURES	296,607	334,280	1,412,846	1,115,399	(297,447)	

1 FY2024 Market, COLA, & Merit Salary Adjustments

2 FY2024 Increase in benefit cost

Public Works—Sewer

STAFFING

Position	FY2021	FY2022	FY2023	Tentative FY2024
Public Works Director	0.20	0.20	0.20	0.20
Operations Superintendent	0.25	0.25	0.25	0.25
Public Utilities Manager	0.50	0.50	0.50	0.50
City Engineer	0.25	0.25	0.25	0.25
Engineering Manager	0.05	0.05	0.05	0.05
GIS Manager	0.25	0.25	0.25	0.25
GIS Specialist I	0.25	0.25	0.25	0.25
Engineering Inspector I	0.20	0.20	0.20	0.20
Wastewater Crew Lead	0.90	0.90	0.90	0.90
Water Operator I/II/III	0.50	0.50	0.50	0.90
Utility Technician I/II	0.00	0.00	0.00	0.00
Wastewater Operator I/II	2.70	2.70	2.70	2.70
City Treasurer	0.15	0.15	0.15	0.15
Finance Clerk	0.15	0.15	0.15	0.15
Water Utility Construction Crew Lead	0.00	0.00	0.00	0.50
TOTAL SEWER FUND	6.35	6.35	6.35	7.25

Public Works—Storm Water



DIVISION DESCRIPTION

The Storm Water division is responsible for the maintenance, cleaning, and inspection of all storm water infrastructure within the City. The goal is to ensure the storm water system is working properly during storm events to mitigate flooding and any subsequent damage. This includes street sweeping, which prevents debris from entering the storm drain system, thus hindering it from functioning. The Storm Water Division, in conjunction with the Engineering Division, is also responsible for maintaining compliance with Federal and State storm water permits. Some of the activities to maintain compliance include: Public education and outreach programs, investigating and eliminating illegal discharges into the storm drain system, monitoring and enforcing runoff and erosion control processes concerning construction activities, and minimizing adverse impacts on storm water quality after construction.

At a Glance:

Total Budget: \$2,266,726 | Full-Time Equivalent Employees: 8.45

Public Works—Storm Water

BUDGET

Storm Water Utility Fund

	Actual FY2021	Actual FY2022	Amended FY2023	Tentative FY2024	Difference	Percent Change
Revenues:						
Storm Water User Charges	2,041,234	2,050,754	2,091,065	2,091,065	-	0.0%
User Fees-City Owned Properties	-	15,700	15,346	15,346	-	0.0%
Service fees/late charges	9,044	12,031	9,000	9,000	-	0.0%
Utility Billing Write-Offs	(121)	-	-	-	-	0.0%
Building Lease Revenue (Interfund)	84,000	84,000	84,000	84,000	-	0.0%
Sundry Revenue	-	-	-	-	-	0.0%
Interest Revenue	9,365	(2,968)	4,500	30,000	25,500	566.7%
Interest Revenue-Bond Proceeds	100	-	-	-	-	0.0%
TOTAL REVENUES	\$ 2,143,622	\$ 2,159,517	\$ 2,203,911	\$ 2,229,411	\$ 25,500	1.2%
Expenditures:						
Personnel						
Salaries ¹	501,330	535,530	585,905	625,774	39,869	6.8%
Overtime	1,641	9,326	4,000	4,000	-	0.0%
Benefits ²	301,553	310,076	342,815	361,243	18,428	5.4%
Pension Expense	(61,273)	(91,391)	-	-	-	0.0%
Uniform Allowance	1,932	2,527	3,090	2,800	(290)	-9.4%
Total Personnel	745,183	766,068	935,810	993,817	58,007	6.2%
Operating						
Subscriptions and Memberships	2,130	-	1,030	1,700	670	65.0%
Education and Travel	3,716	3,870	6,000	3,000	(3,000)	-50.0%
Postage	17,757	11,766	18,540	18,540	-	0.0%
Bank charges	-	14,176	13,225	13,225	-	0.0%
Maintenance, Repairs, and Supplies	29,105	33,293	36,050	30,600	(5,450)	-15.1%
Medical and Safety Supplies	1,508	984	2,060	600	(1,460)	-70.9%
Information Technology Equipment (Interfund)	3,528	10,670	7,704	7,851	147	1.9%
Vehicle Operating Costs (Interfund)	89,313	121,707	134,960	150,912	15,952	11.8%
Electricity	2,218	2,370	3,090	2,400	(690)	-22.3%
Communications and Telephone	3,173	3,156	5,700	5,700	-	0.0%
Professional Services	5,500	-	35,000	8,500	(26,500)	-75.7%
Administrative Charge (Interfund)	437,291	407,473	390,999	408,912	17,913	4.6%
UPDES	-	17,890	35,150	3,600	(31,550)	-89.8%
Damage Contingency	-	-	6,000	-	(6,000)	-100.0%
Bad Debt Expense	-	659	5,000	100	(4,900)	-98.0%
Miscellaneous Services	178	250	500	500	-	0.0%
Computer Software	-	-	600	-	(600)	-100.0%
Total Operating	595,417	628,264	701,608	656,140	(45,468)	-6.5%
Capital Projects						
Fleet Vehicle Replacement (Interfund)	117,200	125,782	154,875	234,384	79,509	51.3%
Depreciation	212,623	212,623	-	-	-	0.0%
Total Capital Projects	329,823	338,405	154,875	234,384	79,509	51.3%
Debt Service						
Debt Service - Principal	-	32,420	374,000	348,500	(25,500)	-6.8%
Debt Service - Interest	63,554	41,566	37,618	33,885	(3,733)	-9.9%
Total Debt Service	63,554	73,986	411,618	382,385	(29,233)	-7.1%
TOTAL EXPENDITURES	\$ 1,733,977	\$ 1,806,723	\$ 2,203,911	\$ 2,266,726	\$ 62,815	2.9%
NET REVENUES OVER/(UNDER) EXPENDITURES	409,645	352,794	-	(37,315)	(37,315)	

Public Works—Storm Water

BUDGET CONTINUED

1 FY2024 Market, COLA, & Merit Salary Adjustments

2 FY2024 Increase in benefit cost

STAFFING

Position	FY2021	FY2022	FY2023	Tentative FY2024
Public Works Director	0.20	0.20	0.20	0.20
Deputy Director	0.00	0.05	0.05	0.05
Operations Superintendent	0.25	0.25	0.25	0.25
Streets and Storm Water Manager	0.50	0.50	0.50	0.50
City Engineer	0.25	0.25	0.25	0.25
Engineering Manager	0.35	0.35	0.35	0.35
GIS Manager	0.15	0.15	0.15	0.15
GIS Specialist I	0.15	0.15	0.15	0.15
Engineering Inspector I	0.40	0.40	0.40	0.40
Storm Water Crew Lead	1.00	1.00	1.00	1.00
Storm Water Operator I/II	2.00	2.00	2.00	3.00
Equipment Operator I/II	1.00	1.00	1.00	0.00
Storm Water Coordinator	1.00	1.00	1.00	1.00
Storm Water Inspector	1.00	1.00	1.00	1.00
City Treasurer	0.10	0.10	0.10	0.10
Finance Clerk	0.05	0.05	0.05	0.05
TOTAL STORM WATER FUND	8.40	8.45	8.45	8.45

Public Works—Sanitation

DIVISION DESCRIPTION

The Sanitation Division oversees all of the City’s solid waste programs including curbside garbage and recycle pick-up, the bulky waste and glass recycling programs and manages the contract between the City and its contracted hauler.

BUDGET

Sanitation Utility Fund						
	Actual FY2021	Actual FY2022	Amended FY2023	Tentative FY2024	Difference	Percent Change
Revenues:						
Charges for Services-First Can and Recycle	1,252,012	1,075,656	1,119,989	1,238,708	118,719	10.6%
Pickup Fee-Second Can	-	199,943	207,995	230,631	22,636	10.9%
Utility Billing Write-Offs	(299)	-	-	-	-	0.0%
Sanitation Dumpster Fees	23,088	23,658	11,705	26,166	14,461	123.5%
Service Charges and Late Fees	8,338	10,280	9,000	11,000	2,000	22.2%
Interest Revenue	290	(833)	-	2,500	2,500	0.0%
Investment Gain/(Loss)	161,233	181,786	-	-	-	0.0%
TOTAL REVENUES	\$ 1,444,662	\$ 1,490,490	\$ 1,348,689	\$ 1,509,005	\$ 160,316	11.9%
Expenditures:						
Personnel						
Salaries	16,468	12,139	14,456	15,747	1,291	8.9%
Benefits	7,690	6,395	7,392	6,826	(566)	-7.7%
Pension Expense	(6,847)	(2,244)	-	-	-	0.0%
Total Personnel	17,311	16,290	21,848	22,573	725	3.3%
Operating						
Postage	13,322	8,074	14,420	11,300	(3,120)	-21.6%
Bank charges	-	9,124	8,512	8,512	-	0.0%
Communications and Telephone	20	32	40	40	-	0.0%
Administrative Charges	75,120	80,465	82,879	103,959	21,080	25.4%
Landfill Fees	188,673	214,661	240,000	264,000	24,000	10.0%
Waste Disposal Fees	577,222	563,868	675,875	720,700	44,825	6.6%
Bulky Waste Disposal Fees	50,468	77,071	70,659	70,659	-	0.0%
Recycling Disposal Fees	231,507	236,967	266,331	284,562	18,231	6.8%
Recycling Tipping Fees	19,542	1,594	10,000	22,000	12,000	120.0%
Bad Debt Expense	-	863	5,000	200	(4,800)	-96.0%
Misc. Services	-	15	5,600	500	(5,100)	-91.1%
Total Operating	1,155,874	1,192,734	1,379,316	1,486,432	107,116	7.8%
TOTAL EXPENDITURES	\$ 1,173,185	\$ 1,209,024	\$ 1,401,164	\$ 1,509,005	\$ 107,841	7.7%
NET REVENUES OVER/(UNDER) EXPENDITURES	271,477	281,466	(52,475)	(0)	52,475	

At a Glance:

Total Budget: \$1,509,005 | Full-Time Equivalent Employees: 0.15

Public Works—Sanitation

STAFFING

Position	FY2021	FY2022	FY2023	Tentative FY2024
Public Works Director	0.05	0.05	0.05	0.05
Operations Support Supervisor	0.05	0.00	0.00	0.00
City Treasurer	0.05	0.05	0.05	0.05
Finance Clerk	0.05	0.05	0.05	0.05
TOTAL SANITATION FUND	0.20	0.15	0.15	0.15

Public Works—Street Lighting

DIVISION DESCRIPTION

The Streetlight Division oversees the maintenance, repairs and installation/removal of streetlights throughout the City. This work is contracted through Salt Lake County and coordinated by the Streets Division Manager and Lead.

BUDGET

Street Lighting Utility Fund						
	Actual FY2021	Actual FY2022	Amended FY2023	Tentative FY2024	Difference	Percent Change
Revenues:						
Street Lighting User Charges	399,760	400,868	413,875	413,875	-	0.0%
User Fees - City Owned Properties	-	4,023	3,888	3,888	-	0.0%
Utility Billing Write-Offs	(41)	-	-	-	-	0.0%
Service Charges and Late Fees	2,359	2,939	2,500	2,500	-	0.0%
Interest Revenue	430	(597)	300	3,678	3,378	1126.0%
Proceeds from Insurance	21,091	-	-	-	-	0.0%
TOTAL REVENUES	\$ 423,599	\$ 407,233	\$ 420,563	\$ 423,941	\$ 3,378	0.8%
Expenditures:						
Personnel						
Salaries	10,199	9,472	11,203	12,290	1,087	9.7%
Overtime	-	-	-	-	-	0.0%
Benefits	6,012	5,660	6,643	5,610	(1,033)	-15.5%
Pension Expense	243	(1,694)	-	-	-	0.0%
Total Personnel	16,454	13,438	17,846	17,900	54	0.3%
Operating						
Postage	18,502	2,154	19,570	13,900	(5,670)	-29.0%
Bank Charges	-	2,808	2,619	2,619	-	0.0%
Equipment, Supplies, and Maintenance	82,756	31,758	81,686	61,200	(20,486)	-25.1%
Electricity	38,220	28,677	53,100	38,700	(14,400)	-27.1%
Communications/Telephone	20	32	40	40	0	0.8%
Administrative Charge (Interfund)	31,347	31,092	33,702	33,196	(506)	-1.5%
Bad Debt Expense	-	213	1,000	1,000	-	0.0%
Total Operating	170,845	96,734	191,717	150,655	(41,062)	-21.4%
Debt Service						
Lease Payment to MBA (Interfund)	211,000	211,000	211,000	211,000	-	0.0%
TOTAL EXPENDITURES	\$ 398,299	\$ 321,172	\$ 420,563	\$ 379,555	\$ (41,008)	-9.8%
NET REVENUES OVER/(UNDER) EXPENDITURES	25,300	86,061	-	44,386	44,386	

At a Glance:

Total Budget: \$379,555 | Full-Time Equivalent Employees: 0.15

Public Works—Street Lighting

STAFFING

Position	FY2021	FY2022	FY2023	Tentative FY2024
Streets and Storm Water Manager	0.05	0.05	0.05	0.05
City Treasurer	0.05	0.05	0.05	0.05
Finance Clerk	0.05	0.05	0.05	0.05
TOTAL STREET LIGHTING FUND	0.15	0.15	0.15	0.15

Telecommunications

FUND DESCRIPTION

The Telecommunications Fund was established to manage revenue and expenses from UTOPIA customers. UTOPIA (short for Utah Telecommunications Open Infrastructure Agency) was formed by 16 Utah cities as a way to provide critical telecommunications infrastructure to residents. UTOPIA builds and manages a fiber-to-the-premises network, offering today's fastest technology connected directly to residents' homes or offices without having to share bandwidth with others. The user fees collected by UTOPIA users are paid directly to UTOPIA to provide infrastructure for the system.

BUDGET

Telecommunications Fund						
	Actual FY2021	Actual FY2022	Amended FY2023	Tentative FY2024	Difference	Percent Change
Revenues:						
Interest revenue	(107)	1,798	-	7,500	7,500	0.0%
Miscellaneous	-	-	247,500	247,500	-	0.0%
User fees (CUE)	21,060	16,194	14,580	13,000	(1,580)	-10.8%
Service charges	198	414	100	100	-	0.0%
Transfer from General Fund	805,586	820,369	702,484	714,299	11,815	1.7%
TOTAL REVENUES	\$ 826,737	\$ 838,775	\$ 964,664	\$ 982,399	\$ 17,735	1.8%
Expenditures:						
Operating						
User Fee Payments to UTOPIA	21,837	16,248	13,851	12,570	(1,281)	-9.2%
Debt Service						
UTOPIA Pledge Payments (Debt Service)	913,892	932,170	950,813	969,829	19,016	2.0%
TOTAL EXPENDITURES	\$ 935,729	\$ 948,418	\$ 964,664	\$ 982,399	\$ 17,735	1.8%
NET REVENUES OVER/(UNDER) EXPENDITURES	(108,992)	(109,643)	-	-	-	

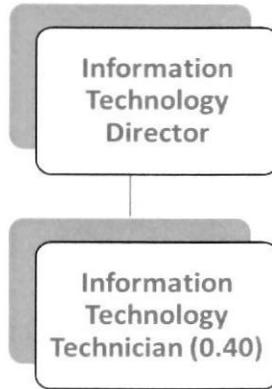
At a Glance:

Total Budget: \$982,399 | Full-Time Equivalent Employees: 0

Internal Service Funds



Internal Service Fund—Information Technology



FUND DESCRIPTION

The Information Technology Fund was established to provide maintenance for the City’s information technology hardware, software, and infrastructure. The Information Technology fund collects an annual fee for this service. The Information Technology Fund also collects replacement funds for each department in anticipation of replacing computers at the end of their useful life (four years for desktop computers, three years for laptops).

At a Glance:

Total Budget: \$193,528 | Full-Time Equivalent Employees: 0.40

Internal Service Fund—Information Technology

BUDGET

Information Technology Internal Service Fund						
	Actual FY2021	Actual FY2022	Amended FY2023	Tentative FY2024	Difference	Percent Change
Revenues:						
General Fund contribution	89,797	171,027	153,364	117,607	(35,757)	-23.3%
Water contribution	4,179	10,607	7,910	12,863	4,953	62.6%
Storm Water contribution	3,528	10,670	7,704	7,851	147	1.9%
RDA contribution	3,612	8,977	5,960	5,928	(32)	-0.5%
Sewer contribution	4,656	6,014	3,837	5,785	1,948	50.8%
Fleet contribution	2,650	3,368	2,475	2,099	(376)	-15.2%
Interest Earned	1,531	(657)	-	-	-	0.0%
Proceeds from sale of assets	5,492	372	3,500	3,500	-	0.0%
Contribution from Fund Balance	-	-	16,649	37,896	21,247	127.6%
Transfer From Capital Projects Fund	-	100,000	-	-	-	0.0%
Transfer from other funds	368,014	-	200,000	-	(200,000)	-100.0%
TOTAL REVENUES	\$ 483,459	\$ 310,378	\$ 401,399	\$ 193,528	\$ (207,871)	-51.8%
Expenditures:						
Personnel						
Salaries ¹	19,129	19,028	21,872	23,310	1,438	6.6%
Overtime	-	148	1,000	1,000	-	0.0%
Benefits ²	15,340	10,661	9,429	10,192	763	8.1%
Total Personnel	34,469	29,837	32,301	34,502	2,201	6.8%
Operating						
Communications and Telephone	161	155	161	161	-	0.0%
Capital Projects						
Hardware	181,044	43,112	64,900	59,600	(5,300)	-8.2%
Software	33,932	58,372	54,022	57,199	3,177	5.9%
City-Wide Software Initiative	-	-	200,000	-	-	-
Infrastructure	-	19,043	50,015	42,067	(7,948)	-15.9%
Phone System	-	-	-	-	-	0.0%
Depreciation Expense	7,977	13,412	-	-	-	0.0%
Total Capital Projects	222,953	133,939	368,937	158,866	(10,071)	-56.9%
TOTAL EXPENDITURES	\$ 257,583	\$ 163,931	\$ 401,399	\$ 193,528	\$ (7,871)	-51.8%
NET REVENUES OVER/(UNDER) EXPENDITURES	225,876	146,447	-	(0)	(200,000)	

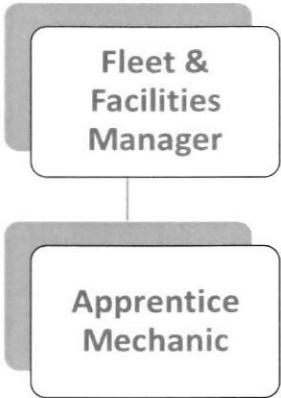
1 FY2024 Market, COLA, & Merit Salary Adjustments

2 FY2024 Increase in benefit cost

STAFFING

Position	FY2021	FY2022	FY2023	Tentative FY2024
Information Technology Technician	0.40	0.40	0.40	0.40
TOTAL INFO TECHNOLOGY INTERNAL SERVICE FUND	0.40	0.40	0.40	0.40

Internal Service Fund—Fleet



FUND DESCRIPTION

The Fleet Division is responsible for providing safe and operable vehicles and equipment for use by all City Departments. This includes purchasing, maintenance and repairs, surplus and providing operator use and safety training. The division currently maintains 50 large and light duty vehicles and upwards of 45 small engine equipment.

At a Glance:

Total Budget: \$1,591,459 | Full-Time Equivalent Employees: 1.45

Internal Service Fund—Fleet

BUDGET

Fleet Internal Service Fund

	Actual FY2021	Actual FY2022	Amended FY2023	Tentative FY2024	Difference	Percent Change
Revenues:						
General Fund Charges for Services - Operations	143,273	195,237	216,500	242,088	25,588	11.8%
Water Utility Fund Charges for Services - Operations	63,264	86,209	95,597	106,896	11,299	11.8%
Sewer Utility Fund Charges for Service - Operations	65,124	88,745	98,408	110,040	11,632	11.8%
Storm Drain Utility Fund Charges for Service - Operations	89,313	121,707	134,960	150,912	15,952	11.8%
General Fund Charges for Service - Capital	392,967	158,004	214,688	218,978	4,290	2.0%
Water Utility Fund Charges for Services - Capital	60,100	74,758	105,495	202,141	96,646	91.6%
Sewer Utility Fund Charges for Services - Capital	60,900	59,510	60,796	142,517	81,721	134.4%
Storm Drain Utility Fund Charges for Services - Capital	117,200	125,782	160,467	234,384	73,917	46.1%
Miscellaneous	-	-	-	-	-	0.0%
Insurance Proceeds	-	-	-	-	-	0.0%
Sale of Fixed Assets	1,267	560	-	-	-	0.0%
Interest Earnings	16,044	(5,449)	4,800	4,800	-	0.0%
Transfer In - Water Fund	100,000	-	-	-	-	0.0%
Sales of Fixed Assets	247,099	71,820	257,320	178,683	(78,637)	-30.6%
Contribution from Fund Balance	-	-	563,137	-	(563,137)	-100.0%
TOTAL REVENUES	\$ 1,356,551	\$ 976,883	\$ 1,912,168	\$ 1,591,439	\$ (320,729)	-16.8%
Expenditures:						
Personnel						
Salaries	90,405	98,166	107,262	137,795	30,533	28.5%
Overtime	172	976	1,560	1,800	240	15.4%
Benefits	49,770	51,724	54,018	72,262	18,244	33.8%
Pension Expense	(1,735)	(16,640)	-	-	-	0.0%
Uniform Allowance	953	1,274	1,700	1,200	(500)	-29.4%
Total Personnel	139,565	135,500	164,540	213,056	48,516	29.5%
Operating						
Administrative Charge	-	89,684	92,375	100,879	8,504	9.2%
Subscriptions and Memberships	190	(4)	2,000	1,200	(800)	-40.0%
Tool Allowance	-	962	1,000	1,000	-	0.0%
Travel	130	50	4,000	4,000	-	0.0%
Information Technology Equipment (Interfund)	2,650	3,368	2,475	2,099	(376)	-15.2%
Communications and Telephone	2,487	620	3,100	3,100	-	0.0%
Education and Training	-	-	-	-	-	0.0%
Gasoline	41,567	87,285	85,000	85,900	900	1.1%
Diesel	-	-	-	-	-	0.0%
Oil	1,838	1,785	3,120	3,100	(20)	-0.6%
Tires	3,455	3,897	6,240	6,000	(240)	-3.8%
Parts	36,033	16,461	33,904	24,700	(9,204)	-27.1%
Outside Repairs	9,137	11,523	15,600	15,000	(600)	-3.8%
Shop Supplies	4,166	3,987	4,160	4,100	(60)	-1.4%
Safety Equipment	46	-	750	600	(150)	-20.0%
Operating Lease Expense	-	-	-	-	-	0.0%
Insurance	107,219	121,068	132,000	150,000	18,000	13.6%
Total Operating	208,918	340,686	385,724	401,678	15,954	4.1%
Capital Projects						
Depreciation Expense	415,313	382,612	-	-	-	0.0%
Vehicle Purchases	-	-	1,361,902	680,739	(681,163)	-50.0%
Contribution to Fund Balance	-	-	-	295,986	295,986	0.0%
Total Capital Projects	415,313	382,612	1,361,902	976,725	(385,177)	-28.3%
TOTAL EXPENDITURES	\$ 763,796	\$ 858,798	\$ 1,912,166	\$ 1,591,459	\$ (320,707)	-16.8%
NET REVENUES OVER/(UNDER) EXPENDITURES	592,755	118,085	2	(20)	(22)	

Internal Service Fund—Fleet

STAFFING

Position	FY2021	FY2022	FY2023	Tentative
Public Works Director	0.05	0.05	0.05	0.05
Operations Superintendent	0.10	0.10	0.10	0.10
Fleet/Facilities Manager	0.50	0.50	0.50	0.50
Apprentice Mechanic	0.80	0.80	0.80	0.80
TOTAL FLEET FUND	1.45	1.45	1.45	1.45

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