



# South Weber City

## Fiscal Year Budget 2011-2012

**Prepared By:**

**Jami Jones, City, City Treasurer/Finance Director  
Rodger Worthen, City Manager**

**Mayor Jeff Monroe  
Councilmembers: Dave Thomas, Sarah Lusk, Farrell Poll, Michael Poff, Scott Woodbury**

June 8, 2011

To the Mayor, City Council and Residents of South Weber City:

Pursuant to §10-6-109 & 110, Utah Code annotated, the following fiscal year budgets have been prepared for the South Weber City Municipal Corporation: Fiscal Year 2010-11 Adjusted Budget and Fiscal Year 2012 Budget. These budgets have been prepared using budgetary practices and techniques recommended by the Governmental Accounting Standards Board (GASB) and the Governmental Finance Officers Association (GFOA). As required by Utah State law, the proposed budget is balanced.

The proposed budget presented herein has been compiled with goals and objectives outlined by the City Council during its budget retreat and City staff input as guiding principles.

In preparing this budget, City staff began with base budget levels set as part of the Fiscal Year 2010-11 Adopted Budget, approved by the Council in June of 2010. Proposed minor changes to these approved budget levels were developed from input by City staff and direction from the City Council through several budget discussions and hearings in the spring of this year. This document is the fiscal year budget of the City during 2011-12; adjustments to the budget may be directed by the City Governing Body throughout the year as necessary and per state mandated procedures.

Despite these difficult economic times it is anticipated that the budget will allow City staff to carry out the Council's goals without a decrease in level of service. City staff's commitment to administering municipal services and managing capital projects with a high degree of efficiency at a minimum cost to residents and taxpayers affirms that South Weber City is maintaining a sound financial footing now and in the future. The City's assessed real property value has declined by approximately 7.4%; as such, the certified tax rate is increasing slightly to guarantee the same amount of property tax revenue of approximately \$260,000.

This recommended Fiscal Year 2012 budget is balanced and presented for your action.

Sincerely,

Rodger Worthen  
City Manager  
South Weber City Municipal Corporation

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## **2011-2012 CITY MANAGER’S MESSAGE**

The last few years have been difficult years for most cities, South Weber City included. Sales tax revenue has been down for a number of years. The housing bubble burst and new home construction has drastically fallen. Many cities have had to reduce the number of people working for them, some quite dramatically. Others have postponed equipment rotation and maintenance, cut travel and training, and watched as their infrastructure deteriorates with no maintenance. South Weber City, through effective leadership from the Mayor and City Council and efficient stewardship from City staff, has been able to avoid most of the problems that other cities have had to face. However, there have been minor cut-backs in City services. Moreover, the City has recently added several acres of new open space and not increased but decreased park maintenance personnel. This has created a service level of “re-active” maintenance rather than “pro-active” attention and park maintenance.

### **Population and Housing Growth**

Currently, South Weber City is projected by land use planners to be at 50-55% of build out. It is estimated that the City’s population has grown from year 2000 figure of 4,357 to a Federal Census count for 2010 of 6,295. Because earlier projections were optimistic, this actual count is lower than initially projected. The population for 2012 is projected to be approximately 7,200. It is further estimated that the City will reach build out by 2030 with a population figure of 12,500 to 13,000 persons. The City has experienced slow growth the last five years and it is projected that that slow growth will continue in the foreseeable future.

<u>Fiscal Year</u>	<u>Population</u>	<u>Annual Increase %</u>
2000	4,357	
2001	4,730	6.9%
2002	5,167	9.2%
2003	5,372	3.9%
2004	5,471	1.8%
2005	5,572	1.8%
2006	5,805	4.1%
2007	5,982	3.0%
2008	6,148	2.7%
2009	6,207	1.0%
2010	6,295	1.4%

Clearly, the City cannot count on population growth and new housing starts to generate funding for City programs. This lack of, or slow nature of growth means that the normal projects that the City funds with impact fee collections from new growth will be delayed until growth resumes and funds are available.

### **Commercial Development**

South Weber City has chosen limited commercial areas for retail activity in the City as a way to continue to maintain its small town feel. There are very few business enterprises within the City boundaries that generate local sales tax revenue for the City. While the City is committed to having those businesses located within the City to be successful as

possible, there is only a small growth potential in commercial businesses in the City. This lack of commercial businesses and sales tax revenue does affect the ability of the City to fund programs. The City is continually searching for businesses that could or may provide basic services to the community and its residents.

### **Issues Facing South Weber City**

- 1- Continued work to develop commercial services within the community.
- 2- Improve programming and use of the Family Activity Center.
- 3- Residential growth development and associated improvements.
- 4- Storm Water management and infrastructure
- 5- Culinary water improvements and rehabilitation of existing infrastructure
- 6- Public safety vehicle funding and management

### **Good Things About South Weber City**

- 1- A great new park at canyon meadows is up and functioning.
- 2- Wonderful volunteer efforts and citizen participation in city events.
- 3- Country Fair Days is a wonderful celebration of the community and is supported by the City and residents.
- 4- New recreation programs being offered are becoming very successful.
- 5- Developing trail system, from the City you can access the Weber River and National Park lands and trails.
- 6- Upgraded culinary water infrastructure. The roads, water system, pressurized irrigation systems are in good condition and mostly new.
- 7- Access to major interstate and highway transportation systems.
- 8- Excellent City government. The Mayor and City Council are committed to keeping taxes and fees low while effectively delivering services. South Weber City has a great staff workforce.
- 9- Responsive government and community communication.

## **Mayor and City Council**

### **Mayor Jeff Monroe:**

*Central Weber Sewer District Board  
Chamber of Commerce  
Council of Governments (COG)  
Davis County Board of Health  
HAFB Liaison  
Military Advisory Board  
Military & Veterans Affairs  
UTA and Mass Transit  
Wasatch Front Regional Council  
Wasatch Integrated Waste Management District Control Board*

### **Council Member Michael Poff:**

*Air Quality Board Meetings  
Community Organizations Liaison  
Country Fair Days  
Davis County Handicap Services  
Davis County Coalition of Governments Transportation Committee  
PTA and CARP Liaison  
Senior Citizens Council/ Council on Aging  
South Weber Elementary Liaison  
Youth City Council*

### **Council Member Sarah Lusk:**

*Citizen Corps Council  
County/State Emergency Agencies Liaison  
Emergency Preparedness  
HAFB Environmental  
Job Corps – City Liaison  
Parks & Recreations  
Parks & Trails, Annex to General Plan  
Public Safety, Police and Fire  
Streets, Walks, and Traffic Signs  
Trails/Weber Pathways Committee*

### **Council Member Farrell Poll:**

*Budgeting and Finance/Audit Committee  
COG Economic Alliance  
Commercial Development  
Davis County Coalition of Governments Transportation Committee  
Employee Policies and Review  
Envision Utah  
Financial Planning/Project Funding  
Garbage Collection  
Gravel Pit Reclamation Committee  
Sketch Plan Committee  
Storm and Waste Water Systems  
Utah League of Cities & Towns Legislative Committee*

**Council Member Dave Thomas:**

*Community Development  
Gravel Pit Operations  
Justice Court  
Land Use Updates  
Regional Transportation  
Sensitive Lands Issues and Ordinance  
Weber Basin Water*

**Council Member Scott Woodbury:**

*Beautification Committee  
City Donations  
Code Enforcement  
Davis County Library  
Eagle Scout Projects/Youth Service Projects  
History & Museums  
Mosquito Abatement  
Neighborhood Watch Liaison  
Public Relations*

## **South Weber City Short Term Goals and Objectives**

As part of the development of the annual operating budget, the Mayor and City Council have established a set of goals and objectives to drive the development and approval of the annual budget.

Below are the goals and objectives that the City Council established at the year's City retreat and budget discussion:

<b>Goals- 2011 Retreat</b>	<b>Votes</b>
Fire Truck	26
Raises for Staff	19
Gateway Statement...Entry Way	15
Finish CM Park (2-5)	13
City Hall-Land & Design	13
West End Water Line	12
Rec Director	12
Sidewalks, Curbs & Streets	11
ASR-Gravel Pit	11
NIMS	8
Recruit Commercial-Gas	7
Maintain FAC	7
Park Improvements "Look"	6
New Logo	6
Server & Software City Hall	5
Adult Rec Programs	5
EOC Equipment	4
Emergency Prep Fair	4
West End Gravel Pit-Complete	
Berm	3
Divider & FAC Weight Room	3
Cornia Drive	3
Restore Bridge	1
Master Plan Parks	1
Impact Fee	1
Arts Council	1
Alt. Energy Ord.	1
SWD-UDOT...	0
Park Regs.	0
Dump Truck Plow	0
Computerize Documents	0

Other important City objectives that have been adopted in the past are:



## **Long Term City Goals and Objectives:**

1. Preservation of South Weber City Character
  - Maintain small town feel
  - Encouragement of commercial development in proper zones
  - Country Fair Days support
2. Open Space, parks and trail development.
  - Continued development of trails master plan
  - Support of other agency development of trails
  - Parks and open space development and creation
3. Sustainability.
  - Marketing of the City's development and potential
  - Develop plan for new city building
  - Establish revenue per capita goals
4. Quality Infrastructure
  - Maintain and manage quality storm, sewer, water and roads
5. Open and responsive government
  - Effective web page and management of information
  - Improve communication with residents via electronic and printed materials.
  - Participate with other state and local agencies to communicate with residents.

## **Budget Development Process**

### **BUDGET SCHEDULE Fiscal Year 2011/12**

January 2011	Staff begins discussion of upcoming year potential capital projects, budget impacts, and reviews current year budget levels. Begins work to identify potential revenue projections and expense issues.
February 2011	The City Council and Mayor holds its annual visioning/retreat to discuss department issues and goals. Goals and level of service are discussed and identified. Departments create line item budget needs.
March 2011	Departments continue development of budget items, meetings with City governing body to review preliminary department budget numbers. Budget is balanced by state law.
April 2011	City Council reviews budget numbers and proposals from departments. Provides input and direction on capital needs or projects.
May 2011	City Council continues review of budget numbers, make adjustments. Tentative budget is presented to the City Council and public hearings are scheduled.
June 2011	Final Budget is presented to the City Council and Citizens for a public hearing and adoption on or before June 22. At this time, the City may also amend the current year budget to adjust for un-expected budgeted items within the current fiscal year.
July 2011	New fiscal year starts on July 1 <sup>st</sup> .

## **Fund Summaries**

South Weber City operates on a fiscal year that begins July 1<sup>st</sup> and ends June 30<sup>th</sup>. The budget for the current fiscal year, which is referred to as Fiscal Year 2011 (or FY 2011) was adopted on June 2010 and became effective July 1, 2010.

The budget is broken down into four major funds:

- General Fund
- Special Funds: Capital fund, Recreation, Country Fair Days,
- Enterprise Funds: Water, Sewer, Garbage, and Storm Drain Fund
- Impact Fee Funds: Water, Sewer, Roads, Recreation, Parks, Public Safety

The **General Fund** is considered the chief operating fund of the City. This fund accounts for all financial resources of general government, except for the Capital Improvement Fund and the Enterprise Funds. The General Fund receives revenue from property tax, sales tax, building fees and permits, charges for services, and other fees.

The General Fund provides administrative services, executive services such as the mayor and city council, public safety and courts, streets, parks, and City administration.

State law requires that the General Fund carry a fund balance of no more than 18 percent of the year's revenues.

The **Special Fund(s)** consists of the capital fund, country fair days fund and the recreation fund of South Weber City. The capital fund is used to acquire, construct, and improve major capital facilities, other than those financed by Enterprise Funds or bonds. This fund makes up over 30% of the City's budgeted expenses in FY 2011. These projects and services operations are provided by transfers from the general Fund.

The purchase of new equipment, improvements to existing infrastructure, and construction of new facilities are funded through the Capital Improvement Fund.

The special fund is also made up of the recreation fund and Country Fair Days fund. These two funds operate the City's recreation center, recreation programs and the associated employees for such programs.

Country Fair Days fund is a special revenue fund used to account for the proceeds of specific revenue sources that will be used specifically for expenditures related to the community celebration event.

**Enterprise Fund** include those activities that operate similar to a private business and charge a fee to the user that is adequate to cover most or all of the costs for that service. Each service is accounted for in its own fund. These include: the Water Fund, the Sewer Fund, Garbage Fund, and the Storm Drain Fund.

- Water Fund – There will be continued review of this fund as the City continues to receive data on the new water line and reading of rate payers usage. Water bond proceeds will need further direction from the City Council as the year progresses. The old west water tank will need minor repairs to prevent water leakage.
- Storm water, sewer, and garbage funds will see no significant budgetary changes this fiscal year 2012.

The **Impact Fee Funds** are restricted funds paid by developers for infrastructure needs to service new growth. These funds are to be managed via an Impact Fee Capital Program plan and must be utilized within six years of being paid to the City. The City is currently in a two phase process to revamp and the City's old "Capital Facilities Plan" documents. The first phase of this work consists of creating the engineering and planning document that outlines what infrastructure improvements are needed to address growth related impacts to the community. The second phase of the Impact Fee Improvement plan is the creation of the Impact Fee analysis report as required by state law. This document focuses on how the costs are to be distributed and applied to the various infrastructure improvements. According to the Impact Fee Act, the analysis report addresses the construction costs of future growth-driven improvements, value of unused capacity in the existing system which may be used to serve new growth, appropriate professional services inflated from current dollars to construct identified improvements and lastly, the issuance and interest expenses that relate to financing growth-driven capital projects that cannot be cash funded.

In the upcoming fiscal year, South Weber City will be updating all Impact Fee funds plans and reviewing upcoming growth related projects.

**Projected City Revenues**

Account Description	FY 2010 Actual	FY 2011 Budget	FY 2011 Final	FY 2012 Budget	% Increase (Decrease)	Increase (Decrease)
<b>GENERAL FUND REVENUE</b>						
Tax Revenue	1,047,594	1,060,000	1,098,000	1,060,000	0%	0
License and Permits	80,002	103,000	115,000	98,000	-5%	-5,000
Intergovernmental Revenue	188,192	186,500	194,729	186,200	0%	-300
Charges for Services	21,168	19,250	33,300	23,300	21%	4,050
Fines and Forfeitures	166,991	180,000	165,000	165,000	-8%	-15,000
Miscellaneous	26,791	16,000	19,500	14,500	-9%	-1,500
Contributions and Transfers	4,390	4,380	104,517	4,530	3%	150
 Total General Fund Revenue	 1,535,127	 1,569,130	 1,730,046	 <b>1,551,530</b>	 -1%	 -17,600

As South Weber City grows closer to build-out, more revenue will have to come from property taxes and less will come from the ever “elastic” sales tax and building-related fees. In an effort to maintain the future financial health of the City, it is important to develop realistic models of what the City’s budget will need to look like. By looking to the future, appropriate foundations can be laid now to ensure financial security in the generation to come. The City staff will be developing a five (5) year financial plan to look at future revenue needs. A good balance of revenue resources should consist of the following percentages:

- Property Tax 35%
- Sales Tax 30%
- Building Permits 5%
- Franchise Fees 15%
- Other 5%
- Development Fees, Etc 10%
- TOTAL 100%

Currently, South Weber City is not within a stable revenue structure, the City relies heavily upon sales tax distribution from the State of Utah. This places the City in dire budgetary conditions dependent upon the current economic conditions of the State and the Nation as a whole. The City Council should entertain a more structured revenue balance within the city’s future budgets and property tax assessments.

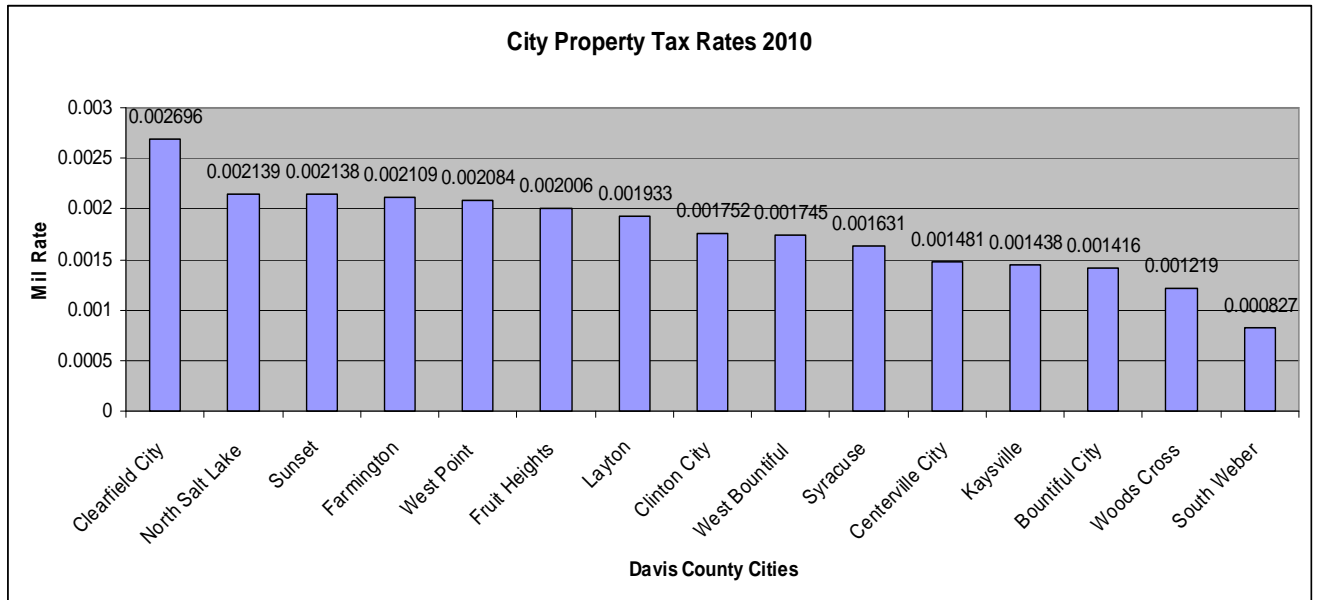
## Property Tax

Compared to other Cities within Davis County, South Weber City has the lowest overall property tax rate. Several Cities have additional service districts that have added to their overall municipal property tax rate. These districts are fire service districts, recreation service districts or irrigation service districts, etc.

Property Tax mil rates for South Weber City over the last several years:

- 2003 .001189
- 2004 .001201
- 2005 .001166
- 2006 .001126
- 2007 .001057
- 2008 .000883
- 2009 .000840
- 2010 .000827
- 2011 .000927 (projected by county assessor)

The current property tax rate generates about \$258,000 dollars for the South Weber City.



South Weber City Council, the Mayor and City Staff understand and have committed to wisely adjusting the Certified Tax Rate. In future property tax reviews the City should preserve the Certified Rate in order to continue existing service level delivery, rather than let the rate decrease for adjusted increases in property values.

### **Sales Tax**

Sales tax is the largest tax revenue source for South Weber City, consisting of approximately 51% of the overall general fund revenues. This percentage is quite high in comparison to property tax revenues and may be a potential weakness in future economic downturns. As such, the city should review and develop a strategy to increase other revenue sources. Furthermore, the City should be cautious with this elastic revenue source and consider future small increases to the City's property tax revenue to shift more proportionate share away from economical driven revenue sources.

The combined Sale and Use Tax for South Weber City is 6.75%. South Weber City receives it portion of the sales tax the state of Utah collects.

### **Total General Fund Revenues**

**\$1,551,530**

**Projected Expenditures 2012**

In a municipal budget revenues have to balance with expenditures. Below is listed for the General Fund and other funds of the City.

Account Description	FY 2010 Actual	FY 2011 Budget	FY 2011 Final	FY 2012 Budget	% Increase (Decrease)	Increase (Decrease)
<b>GENERAL FUND EXPENDITURES</b>						
Executive & Legislative	45,558	55,700	51,050	54,224	-3%	(1,476)
Judicial	151,459	178,269	158,449	157,744	-12%	(20,525)
Administration	438,532	466,777	395,528	473,501	1%	6,724
Police Protection	105,312	122,250	149,500	140,250	15%	18,000
Fire Protection	121,689	140,960	139,660	142,607	1%	1,647
Building Inspection	84,015	78,160	96,430	89,387	14%	11,227
Streets	117,552	158,215	168,433	154,506	-2%	(3,709)
Class C" Funds "	156,447	178,050	164,100	178,855	0%	805
Parks	70,459	111,600	88,490	95,372	-15%	(16,228)
Special Projects	2,145	4,000	4,000	4,000	0%	0
Transfers to Capital Projects Fund	142,000	75,149	314,406	61,084	-87%	(65,435)
<b>Total General Fund Expenditures</b>	<b>1,435,168</b>	<b>1,569,130</b>	<b>1,730,046</b>	<b>1,551,530</b>	<b>-1%</b>	<b>(17,600)</b>
GF Revenue over/(under) expenditures	99,959	0	0	0	0	0

**Budget Projects**

<b>Canyon Meadows Restroom</b>	<b>\$100,000</b>
<b>Partition Separation @ FAC</b>	<b>\$12,000</b>
<b>Planning of City Entrance Sign</b>	<b>\$5,000</b>
<b>GF Road Maintenance</b>	<b>\$12,000</b>
<b>Class C Road Projects</b>	<b>\$240,000 (8300 South, 475 East)</b>
<b>Continued planning of CFP</b>	<b>Enterprise funds (\$5,000 per fund)</b>

The City is proposing a 1-3% merit increase for employees within this budget. The amount of the increase will be based upon a merit performance review. This will be the first potential increase to employee wages since fiscal year 2008-09.

In summary, this will be a challenging year economically speaking. The budget is balanced; however, the City staff will continue to be diligent in expense control and oversight. The City has faced and managed difficult challenges to the revenues of the City over the last few years. However, the economy is beginning to slightly nudge upward and improve. The City should be cautious and continue to be conservative on expenditures, capital outlay, and additional services or level of service increases in the foreseeable future.

Attached is the City's 2011-12 Fiscal Year Budget, line item expenditures by department are available for review and discussion with City Staff. In addition, staff will again be available for discussion prior to your consideration of this final budget.



# RESOLUTION 11-12

## ADOPTION OF THE 2011-2012 FISCAL YEAR BUDGET

**WHEREAS**, it is the desire of the City Council of South Weber City to adopt the Fiscal Year 2011-2012 Budget; and

**WHEREAS**, the public hearing to adopt the tentative budget was held on 10 May 2011, public meetings for discussion of the budget were held on 17 May and 24 May 2010, and a public hearing to adopt the final budget was held on 14 June 2011;

**WHEREAS**, miscellaneous conditions included in the budget are as follows:

- 1. Salaries:** Three percent (3%) increase in personnel salaries to be allocated for performance-based merit increases for full time & part time employees – administrative, public works, recreation & justice court.
- 2. Certified Tax Rate:** The certified tax rate is 0.000927 resulting in estimated property tax revenue of \$260,261.

<b>3. Revenues:</b>	General Fund	\$1,551,530
	Recreation Fund	\$ 221,700
	Country Fair Days Fund	\$ 43,625
	Capital Improvement Fund	\$ 393,711
	Water Utility Fund	\$ 787,700
	Sewer Utility Fund	\$ 685,700
	Sanitation Utility Fund	\$ 311,700
	Storm Sewer Utility Fund	\$ 126,700
	Sewer Impact Fee Fund	\$ 60,000
	Storm Sewer Impact Fee Fund	\$ 25,500
	Park Impact Fee Fund	\$ 31,400
	Road Impact Fee Fund	\$ 26,400
	Water Impact Fee Fund	\$ 52,500
	Recreation Impact Fee Fund	\$ 32,000
	Public Safety Impact Fee Fund	\$ 4,850

- 4. Expenditures:** The budget includes spending the following amount of each fund balance:

Recreation Fund	\$ 20,133
Country Fair Days Fund	\$ 4,490
Sewer Impact Fund	\$ 149,797
Storm Sewer Impact Fee Fund	\$ 55,538
Water Impact Fee Fund	\$ 217,768
Park Impact Fee Fund	\$ 18,243
Recreation Impact Fee Fund	\$ 20,524
Road Impact Fee Fund	\$ 42,694
Public Safety Impact Fee Fund	\$ 19,805

**NOW THEREFORE BE IT RESOLVED**, by the City Council of South Weber City, State of Utah, to adopt the 2011-2012 Fiscal Year Budget, attached hereto.

**ADOPTED**, by the City Council of South Weber this **14<sup>th</sup> day of June, 2011**.

**APPROVED**

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**Jeffery G. Monroe, Mayor**

**Attest:**

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**Erika J. Ahlstrom, City Recorder**

# SOUTH WEBER CITY

## Fiscal Year 2012 Budget

### GENERAL FUND

Account Description	FY 2010 Actual	FY 2011 Budget	FY 2011 Final	FY 2012 Budget	% Increase (Decrease)	Increase (Decrease)
<b>GENERAL FUND REVENUE</b>						
Tax Revenue	1,047,594	1,060,000	1,098,000	1,060,000	0%	0
License and Permits	80,002	103,000	115,000	98,000	-5%	(5,000)
Intergovernmental Revenue	188,192	186,500	194,729	186,200	0%	(300)
Charges for Services	21,168	19,250	33,300	23,300	21%	4,050
Fines and Forfeitures	166,991	180,000	165,000	165,000	-8%	(15,000)
Miscellaneous	26,791	16,000	19,500	14,500	-9%	(1,500)
Contributions and Transfers	4,390	4,380	104,517	4,530	3%	150
Total General Fund Revenue	1,535,127	1,569,130	1,730,046	1,551,530	-1%	(17,600)

Account Description	FY 2010 Actual	FY 2011 Budget	FY 2011 Final	FY 2012 Budget	% Increase (Decrease)	Increase (Decrease)
<b>GENERAL FUND EXPENDITURES</b>						
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Judicial	151,459	178,269	158,449	157,744	-12%	(20,525)
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Police Protection	105,312	122,250	149,500	140,250	15%	18,000
Fire Protection	121,689	140,960	139,660	142,607	1%	1,647
Building Inspection	84,015	78,160	96,430	89,387	14%	11,227
Streets	117,552	158,215	168,433	154,506	-2%	(3,709)
Class "C" Funds	156,447	178,050	164,100	178,855	0%	805
Parks	70,459	111,600	88,490	95,372	-15%	(16,228)
Special Projects	2,145	4,000	4,000	4,000	0%	0
Transfer to Capital Projects Fund	65,308	75,149	289,406	9,714	-87%	(65,435)
Transfer to Recreation Fund	76,692	0	20,000	51,370	#DIV/0!	51,370
Transfer to Country Fair Days Fund	0	0	5,000	0	#DIV/0!	0
Total General Fund Expenditures	1,435,168	1,569,130	1,730,046	1,551,530	-1%	(17,600)
GF Revenue over/(under) expenditures	99,960	0	0	0	0%	0

# SOUTH WEBER CITY

## Fiscal Year 2012 Budget

### SPECIAL FUND

Account Description	FY 2010 Actual	FY 2011 Budget	FY 2011 Final	FY 2012 Budget	% Increase (Decrease)	Increase (Decrease)
Capital Projects Revenues	35,197	265,000	234,305	393,711	49%	128,711
Capital Projects Expenditures	1,033,834	325,000	130,000	230,000	-29%	(95,000)
Transfer from General Fund	65,308	75,149	289,406	9,714	-87%	(65,435)
Revenue over/(under) expenditures	(933,329)	15,149	393,711	173,425	1045%	158,276
Recreation Revenues	191,376	220,000	212,384	221,700	1%	1,700
Recreation Expenditures	288,298	220,000	232,384	293,203	33%	73,203
Contributions from Fund Balance	20,229	0	0	20,133	0%	20,133
Transfer from General Fund	76,692	0	20,000	51,370	0%	51,370
Revenue over/(under) expenditures	0	0	0	0	0%	0
Country Fair Days Revenues	41,862	35,800	42,325	43,625	22%	7,825
Country Fair Days Expenditures	47,498	35,800	48,615	48,565	36%	12,765
Transfer from General Fund	0	0	5,000	0		
Revenue over/(under) expenditures	(5,636)	0	(1,290)	(4,940)	0%	(4,940)
Sewer Impact Fee Revenues	41,341	70,000	53,000	60,000	-14%	(10,000)
Sewer Impact Fee Expenditures	162,081	92,041	0	209,797	128%	117,756
Revenue over/(under) expenditures	(120,740)	(22,041)	53,000	(149,797)	-580%	(127,756)
Storm Sewer Impact Fee Revenues	30,413	55,000	27,900	25,500	-54%	(29,500)
Storm Sewer Impact Fee Expenditures	0	32,400	0	81,038	150%	48,638
Revenue over/(under) expenditures	30,413	22,600	27,900	(55,538)	-346%	(78,138)
Water Impact Fee Revenues	37,833	75,000	47,890	52,500	-30%	(22,500)
Water Impact Fee Expenditures	0	5,000	0	52,500	950%	47,500
Revenue over/(under) expenditures	37,833	70,000	47,890	(215,768)	-408%	(285,768)
Park Impact Fee Revenues	46,886	45,000	26,961	31,400	-30%	(13,600)
Park Impact Fee Expenditures	101,696	53,737	53,737	49,643	-8%	(4,094)
Revenue over/(under) expenditures	(54,810)	(8,737)	(26,776)	(18,243)	-109%	(9,506)
Road Impact Fee Revenues	15,158	40,000	23,426	26,400	-34%	(13,600)
Road Impact Fee Expenditures	0	17,225	0	49,643	188%	32,418
Revenue over/(under) expenditures	15,158	22,775	23,426	(42,694)	-287%	(65,469)
Recreation Impact Fee Revenues	47,538	41,000	27,500	32,000	-22%	(9,000)
Recreation Impact Fee Expenditures	138,807	50,077	50,077	52,524	5%	2,447
Revenue over/(under) expenditures	(91,269)	(9,077)	(22,577)	(20,524)	-126%	(11,447)
Public Safety Impact Fee Revenues	7,121	4,700	8,025	4,850	3%	150
Public Safety Impact Fee Expenditures	16,413	13,400	8,025	24,655	84%	11,255
Revenue over/(under) expenditures	(9,292)	(8,700)	0	(19,805)	-128%	(11,105)

# SOUTH WEBER CITY

Fiscal Year 2012 Budget

## ENTERPRISE FUND

Account Description	FY 2010 Actual	FY 2011 Budget	FY 2011 Final	FY 2012 Budget	% Increase (Decrease)	Increase (Decrease)
Water Utility Fund Revenues	540,319	800,000	787,700	787,700	-2%	(12,300)
Water Utility Fund Expenditures	583,423	854,873	686,930	764,763	-11%	(90,110)
Revenue over/(under) expenditures	(43,104)	(54,873)	100,770	22,937	142%	77,810
Sewer Utility Fund Revenues	569,570	565,500	614,700	685,700	21%	120,200
Sewer Utility Fund Expenditures	490,360	560,707	582,548	659,530	18%	98,823
Revenue over/(under) expenditures	79,210	4,793	32,152	26,170	446%	21,377
Sanitation Utility Fund Revenues	311,672	308,500	311,700	311,700	1%	3,200
Sanitation Utility Fund Expenditures	267,509	291,862	299,085	298,297	2%	6,435
Revenue over/(under) expenditures	44,162	16,638	12,615	13,403	-19%	(3,235)
Storm Sewer Utility Fund Revenues	114,717	126,500	126,700	126,700	0%	200
Storm Sewer Utility Fund Expenditures	142,740	119,343	119,203	115,407	-3%	(3,936)
Revenue over/(under) expenditures	(28,023)	7,157	7,497	11,293	58%	4,136

## Erika Ahlstrom

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**From:** Rodger Worthen  
**Sent:** Friday, June 10, 2011 5:19 PM  
**To:** Jeff Monroe; dthomas@co.summit.ut.us; michaelpoff@juno.com; Sara Lusk; Scott Woodbury; fpoll@americafirst.com  
**Cc:** Erika Ahlstrom; Emily Thomas; Jami Jones; Curtis Brown  
**Subject:** FW: Rec Director  
**Attachments:** rec.xls

Dear Gov. body-

I have been concerned about the recent budget discussions regarding funds proposed within the budget for the recreation director position. I understand the issues that have been presented but allow me to make a recommendation on this important decision.

Below is an Email from an employee regarding basic communication and management issues that are in most cases being unaccounted for at the FAC. One could argue that many of the issues identified in the Email are due to lack of management of recreation programs, the facility and staff. I understand these issues as identified, but also know many of them involve employee accountability and direction. However, I also believe the Family Activity Center is vastly under utilized in the provision of recreation, fitness/wellness programs and community involvement opportunities. Moreover, for existing staff, it must be difficult and challenging to continue onward as if nothing has changed but in reality it has...at one time they had a director to oversee their work and their management of community recreation now there is no direction and limited available time with part time coordinators. In addition, the administration of the "day to day" work duties and responsibilities is not being accomplished with part time staff. It is unfair of the City to ask part time employees lacking authority to oversee and manage staff & programs without fair compensation or reward.

As such, an idea that has been circulating in my head recently is how can we better grasp and understand the issues of hiring a recreation director and if so, what do we as a city get for our money? This issue has not been properly addressed or put forward by someone with recreation knowledge in this area. During the last CC meeting the mayor mentioned an idea to keep the allocated funds within budget but continue to study the information relative to the need of the position. To that end, may I recommend this consideration be carried forward with a slight difference?

My recommendation is thus: study this issue more in depth as the mayor mentioned but via the creation of a Recreation Director Feasibility Study Committee. The committee could be a broad based group of citizens, experienced recreation people from other communities, staff members, and one representative from the city council to look at the justification realities to have a recreation director. Justification of the position would be more useful if the information gathered comes from a third party removed from a perception that compiles the broad base information on the issue. The committee would probably need to meet about 3-4 times to finalize a written recommendation for the council to review and consider.

The city currently has a job description for the position; the position has historically been filled. Researching wages for the position has provided information on salary typically at \$35,000 to \$45,000; moreover, from recent discussions, the employees that have filled this position have been very good or very bad. Nonetheless, it seems natural to continue to support such city programs and services as has historically been done. I ask, what has changed? More importantly as mentioned in the Email below, many programs that were once offered are now not even considered, let alone the opportunity to have more use of the Family Activity Center other than a glorified basketball gym. It is difficult for the FAC staff to understand how the City participated in the construction of the FAC facility several years ago but now there are considerations to lessen that support and actually reduce the remaining programs. That being said, Jami and I recently reviewed FAC revenues relative to FAC memberships, since the year 2009 revenues have declined and so have memberships.

FAC revenue:  
2008 \$70,786

6/10/2011

2009 \$57,487  
 2010 \$66,971  
 2011 \$53,530 (ending this month)

Obviously, the downward economy plays a role in the community support for recreation programs. However, it clearly indicates that programs offered at the FAC equate to usage and revenues. I have attached the spread sheet to this email for your review. These downward sloping revenues may be a result of poor management since the leaving of Ed in February of 2009 and economic impacts this is difficult to ascertain. Another interesting point of consideration is recent community surveys that suggest residents are supportive of parks, trails and community recreation programs. These survey responses are a good source of information from residents that expect service levels in our recreation programs. I don't believe as a City we are currently achieving what has historically been offered through years past. For example, this week I received two phone call complaints relative to ball diamond conditions at city parks, historically, ball diamonds are prepped by recreation staff, but due to lack of hours and resources this service is not being adequately performed. The public works staff, also being cut-back, tries to do their best but also lacks a temporary seasonal employee until the new budget year. Hence, we are not up to speed with girl's softball field conditions. We are working for solutions now, but find it difficult to keep up.

I would recommend we fill the director position, however, if the council is not in favor of this direction, I would favor a study committee be formed to provide further direction utilizing expertise of citizens, recreation people, and others that have an understanding of recreation programs. I would hope for approval of the budgeted funding, however, if not successful please have valid reasons as such and we can pursue a more in depth study of the reasons. I am very grateful for all the direction you have provided in this budget creation, please call me to discuss this issue prior to council meeting, thank you.

I greatly appreciate all that the council members do for the City, for my staff, and the residents.

Sincerely,  
 Rodger Worthen  
 South Weber City  
 Manager

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**From:** Morgan Lynch [mailto:morgantlynch@yahoo.com]  
**Sent:** Wednesday, June 08, 2011 4:42 PM  
**To:** Rodger Worthen  
**Subject:** Rec Director

Dear Rodger,

I have recently heard that the city council may be thinking of hiring a new Recreation Director. I have decided to take the time to write an email expressing why the FAC staff is in great need of a Recreation Director.

1) The FAC staff is having a hard time with schedules. When a staff member asks for time off, sometimes we have a conflict where more than one person has asked for the same days off and we have no one to report it to. It would make it easier if we had someone we could report it to so we would only have one or two people taking off the same days vs. three or four.

2) The FAC is having a hard time communicating with the City Offices. We run into conflicts where the city needs a room at the FAC but it is not on the schedule at the FAC so it is rented out to someone else and then we have both parties of people showing up at the same time for the same room. A Recreation Director has been our middle man before and it has worked great but without that position there, both parties are suffering from miscommunication.

3) It is also hard to get the supplies we need and be able to be reimbursed for what we bought. We have made it known that we need cleaning supplies as well as new equipment such as basketballs, nets for the basketball hoops, etc.. and it can take months before we receive

anything. I know 100% that there are a few staff members here that are paying for things out of their own pocket to make the FAC run smoothly and are not being reimbursed. How is that fair? With a Recreation Director, he can go purchase the needed items that allow our facility to function properly.

4) The FAC has a lot of things that need to be fixed. Such as the walls need to be repainted, we are missing some blinds on the windows, there is a problem with the air conditioning/heating, a lot of the toilets have trouble flushing, and many more that I would be glad to point out at a later date. With these problems, there is no one to contact companies to have them come and fix our facility so it runs in pristine condition and so it looks as if it is worth something and not a place that is run down (which it is getting to that point).

5) Also, with a Recreation Director it would make rec sports a lot easier to handle for the FAC staff. Recreation sports is a huge part of the FAC and it is very difficult to coordinate. Luckily we have two amazing people that have split the sports and taken it upon themselves to not only run them but to handle the aspects of the Recreation Director without being paid to do so. To me, that is not fair to them. There is a lot to handle with sports such as registration, putting the children into teams, getting all the jersey's and in the right sizes, getting enough trophies for the end of the seasons, getting enough refs to help out, etc... The Recreation Director position helps with a huge portion of this taxing job. It is putting added stress on the FAC staff by not having a Recreation Director to help them.

6) Another huge part of the FAC is the activities we offer. When Ed was our Recreation Director we offered yoga classes, zumba classes, aerobics classes, summer fun, all of which were coordinated through Ed. We continued with a few of these amenities when Joe was Recreation Director but as we cut this position, these activities dwindled until there was nothing left except recreation sports. The FAC is a facility for the residents of South Weber to enjoy coming to, we need to offer classes and a variety of things in which our residents can participate in so they can have fun. But the FAC staff cannot do these things without a Recreation Director. We need a sole person that can coordinate different activities and times and the staff can help accomodate the instructors and help advertise these activites.

7) Yesterday when I was working the desk at the FAC, Mitch from Laramie Fitness Repair came in and advised me that he is the one that comes and repairs our machines every three months. As he was checking the machines he told me that everything is running how it should be but our equipment is starting to get old and will need to be replaced within the next 2 or 3 years. Knowing that, it brought up other fears of mine. The city is going to have to do a fund raiser to get the money for new equipment and how would we coordinate that? We need a Recreation Director. The weight room of the FAC requires constant maintance and our machines will have to be replaced soon. A Recreation Director is who would be in charge of raising money for the machines and choosing which machines to buy with the city's help.

8) Mitch from Laramie Fitness Repair also asked me who he should give his invoice to because he has been dropping it off at the city ever since Joe left. I didn't know what to tell him because the more and more I thought about it, that would be another thing the Recreation Director would do. He/She would take care of all the invoices for the FAC as well as contact the Fitness Repair to come when machines need repair.

These are just a couple of things that the FAC needs a Recreation Director for. There are still many more and it is starting to get hectic at the FAC. The staff here despirately need a Recreation Director and we are pleading for the City Council to hire someone. We as the Staff



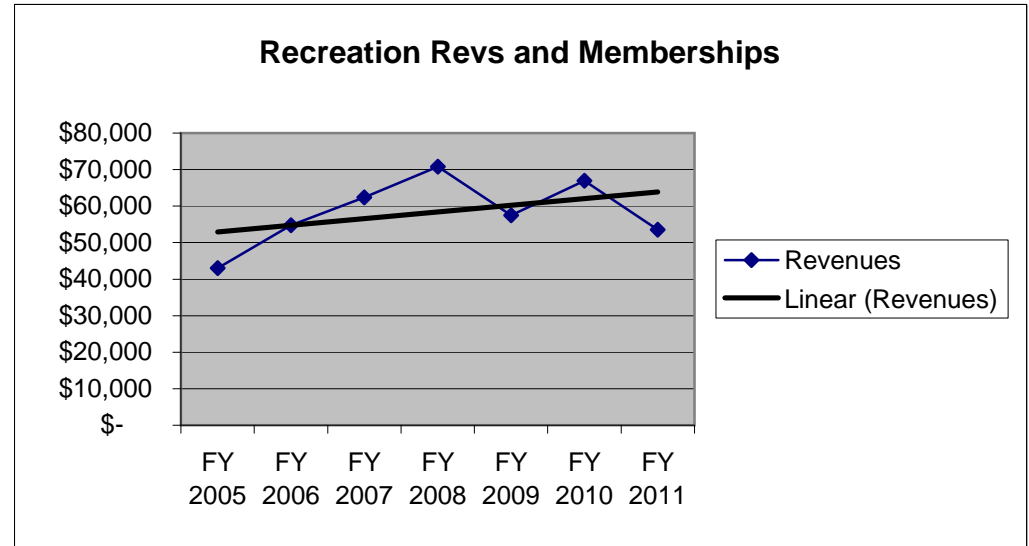
at the FAC have discussed and if the City Council were to hire from within we ask that you hire Curtis Brown. He has done a wonderful job here and does everything whole heartedly. He wants the best for our facility and does things that are not in his job discription just to make it easier on the rest of us and to help our facility. He has put an uncounted amount of his own money into sports, equipment, etc without reimbursement. He knows all of us and knows how to communicate with the staff to make sure everything gets done. He is not only our colleague but our friend which is important for a boss to be. The FAC runs as a team, not a boss and employee stance. He knows how to run a facility like ours and what is known by all is that he would do a fantastic job as Recreation Director.

Please take into considertion all the the problems that are listed above and the universal answer. The FAC needs a Recreation Director.

Thank you for your time,

Morgan Lynch  
FAC Employee

	<b>Recreation Rev</b>	<b>Membership</b>	<b>Total Revenues</b>
FY 2005	\$ 17,581	\$ 25,462	\$ 43,043
FY 2006	\$ 23,781	\$ 30,997	\$ 54,778
FY 2007	\$ 33,032	\$ 29,334	\$ 62,366
FY 2008	\$ 39,977	\$ 30,809	\$ 70,786
FY 2009	\$ 28,563	\$ 28,924	\$ 57,487
FY 2010	\$ 39,152	\$ 27,819	\$ 66,971
FY 2011	\$ 28,284	\$ 25,246	\$ 53,530



#### Tranfers to Recreation Fund

FY 2005	\$ 60,550
FY 2006	\$ 58,263
FY 2007	\$ 75,000
FY 2008*	\$ 115,000
FY 2009	\$ 75,000
FY 2010	\$ 76,692
FY 2011	\$ 51,370

\*to build fund balance and summer fun

