



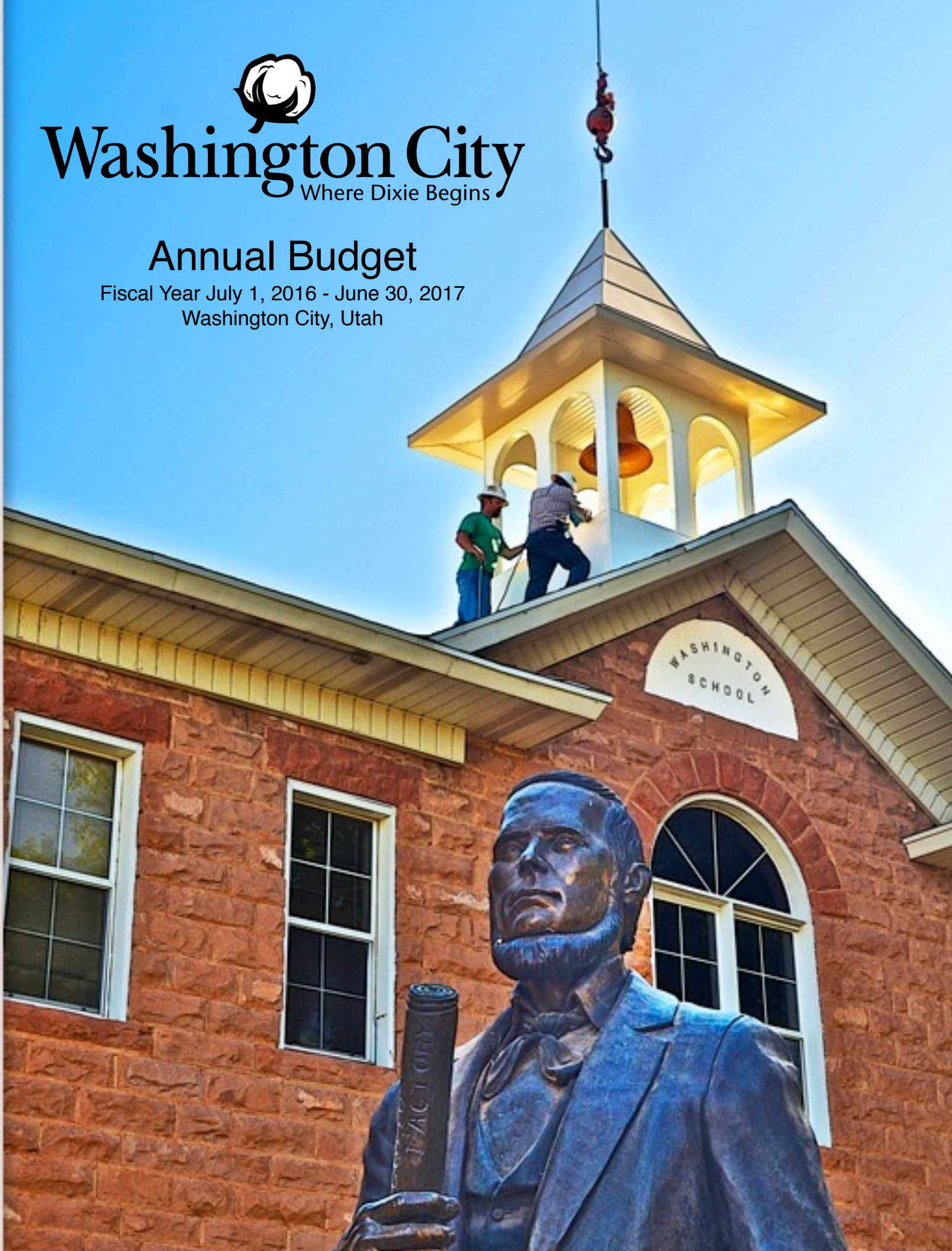
Washington City

Where Dixie Begins

Annual Budget

Fiscal Year July 1, 2016 - June 30, 2017

Washington City, Utah



Annual Budget
Fiscal Year
July 1, 2016 to June 30, 2017

*as adopted by the City Council
on June 22, 2016*

Mayor

Kenneth F. Neilson

City Council

Jeff Turek

Thad Seegmiller

Garth Nisson

Kolene Granger

Troy Belliston



Mission, Vision, and Values

Mission Statement

Washington City is dedicated to being the city of choice. We will build upon the foundation of our traditional pioneering spirit and strive to enhance the quality of life while providing the most reliable, innovative, efficient and courteous service.

Vision Statement

To be a model city; recognized as an innovative, empowering, high-quality city.

Values

The Values that will guide us are:

Integrity in all of our actions, decisions and the work we perform.

Dedication to our community and our ethical code.

Efficiency in our operations to provide the best value.

Quality and excellence in all aspects of our work.

Innovation in meeting the present and future needs of the City.

Pride in our work, in our dedication to public service and in being the best we can be.

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Washington City

An Oasis of Opportunity

Our stunning panoramic blue skies offer more than an ideal climate, they represent the boundless investment opportunities of Washington City. Large open areas, plenty of freeway access, thoroughly reliable power and communication infrastructure combine with a forward-thinking government that thrives on innovation. Washington City offers investors, businesses, and employees the perfect place to live, work, and play. Washington City is dedicated to being a City of Choice. We build upon the foundation of our traditional pioneering spirit to enhance the quality of life, while providing reliable, innovative, efficient, and courteous service that is second to none.

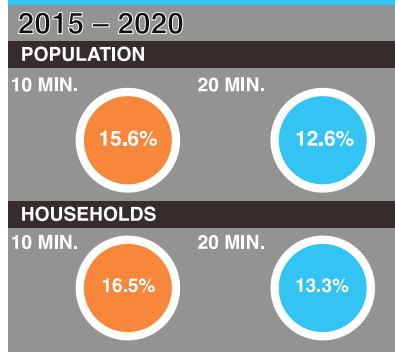
WHERE WE ARE LOCATED



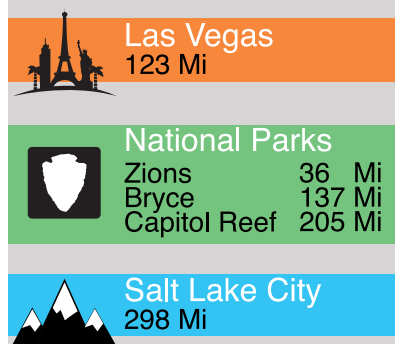
DEMOGRAPHIC OVERVIEW

	10 MINUTE DRIVE		20 MINUTE DRIVE	
	2015	2020 ESTIMATE	2015	2020 ESTIMATE
POPULATION	30,352	35,116	118,110	133,086
HOUSEHOLDS	9,980	11,632	40,391	45,790
INCOME	\$45,626	\$54,744	\$48,853	\$59,502

GROWTH PERCENTAGE



PROXIMITY TO FUN



History of Washington City, Utah

The Cotton Mission

Thousands of people left their homes to come to Northern Utah to find a new life, and to live the religion of their choice. Arriving exhausted and ill, having hastily buried hundreds of loved ones along the way, they started their new lives. From this weary group, Brigham Young asked thirty-eight (38) families, all from the southern states, to travel to Southern Utah to grow cotton. These southerners were from Mississippi, Alabama, Virginia, Texas, Tennessee and the Carolinas. This was the Cotton Mission, or sometimes called the Southern Mission. Washington City was the first town established in the Virgin basin for the purpose of colonizing the land so that cotton could be grown.

"Grow cotton," he challenged them, knowing that war between the North and South would soon erupt. Cotton would not be available for use by these Utah pioneers. This directive was given to people who had left the fertile South to make their trek to Utah. They knew how to grow cotton, or at least had seen it grown. These families were the forerunners of what would become known as "Utah's Dixie"-- so named by these stalwart Southerners, who were no doubt homesick for the lives they had left behind. The name spread to the surrounding areas known as "Utah's Dixie" today.

Washington City Established

Brigham Young wanted his people to be self-sustaining and independent of others whom he called Gentiles. Ten families, under the direction of Samuel Jefferson Adair, arrived in the Washington area on April 15, 1857. They knew exactly where they were going because John D. Lee had traveled this area in 1852 and reported to Brigham Young that the area had plenty of water, and that there was flat, good agricultural land south of the Virgin River. He also reported that many tropical plants and fruits could be grown here, including cotton and sugar cane.

On May 5 or 6 twenty-eight (28) more southern families came under the leadership of Robert D. Covington. He had actually been a plantation foreman that grew cotton when slaves were the workers. They met the Adair group at what is now called Adair Springs (135 No. 200 East.) And the next day they had

a two-day conference with President Isaac C. Haight from Cedar City. They laid out the city and gave it the name of Washington after the first president of our country. They formed a branch of the LDS Church and named Covington as their leader. They also selected school trustees, constables, justices of the peace, and other positions to make the city function. The city must have been surveyed at this time since the streets are straight, wide, and at right angles to each other.

The Starving Times

The first year in Washington many lived in wagon boxes or dugouts that were dugouts on the hill on the east side of second East, known then as Adair Street. They paid a high price to perform this service. Malaria was rampant, killing many and making others almost useless to perform manual work. Dysentery and typhoid fever were common, and more of the babies and youngsters died than survived. "Ague" was the name used to cover many an illness. Drinking water came from the same ditches that cattle rummaged in. Each morning between 6 am and 7 am water was dipped from the irrigation ditches for use in their homes. It was known as "dip" water.

Food was scarce; they called it "the starving times." Workers were malnourished and could hardly work a full day. In the midst of all this, men and boys dug ditches and canals. They pushed themselves to create dams so that the precious water could find its way to the fields they planted. "Surely," they pleaded in their hearts, "our efforts will be blessed."

"The ones who remained were too poor to leave"

When floods came and destroyed the dams twice in 1857, twice more in 1858, three times in 1859 and at least once each year until the building of Washington Fields Dam in 1891 that tamed the unruly Rio Virgin – they were always willing to rebuild. And they did. After a few years of such trying times many of the original pioneers left or were called to go to other locations. It was laughingly said, "The ones who remained were too poor to leave." Shortage of food for the pioneers and their animals was severe. The animals had to travel long distances to get something to eat, which required herders, and the energy exerted by the animals was great. Forage for the animals was not solved until quantities of alfalfa, known to the pioneers as "lucern" was planted and harvested. Doing all of this type of work by hand was difficult and time consuming. Fencing was also a problem. The early crops suffered because of

the lack of it. The animals were allowed to roam freely which made it difficult to protect the growing crops. Rock, cedar posts, and willows were used to build fences. There were miles of rock fences in Washington until recently.

The Cotton Factory is built

The Cotton Mission needed help and Brigham Young provided that help. He had them build the Cotton Factory in Washington, starting in 1865. He called 309 families in 1861 to come and augment the cities along the Virgin, stated the Tabernacle in 1863 and the Temple in 1871. All were aids in making the missions here success. Santa Clara grew small amounts of cotton in 1855 and 1856 to show that cotton could be grown here. The newly grown cotton produced a satisfactory lint. Cotton was successfully grown commercially, and Washington produced the most cotton. To make the industry complete Brigham Young had the Cotton Factory built to produce cloth that could be used for clothing, etc. Without the Cotton Factory, the Cotton Mission would not have endured.

-Washington City Historical Society 15 April 1999 – Harold Cahoon

Washington City Today

Where Dixie Begins: Utah's Dixie began with a vision: fields of blooming cotton in the red rock desert. Washington City, founded on that vision, brought life to Dixie through tireless perseverance and inspired innovation. Today, that same spirit of innovation, dedication, and resourcefulness thrives in this community. With a population around 23,000 Washington City has become a significant part of the residential, commercial, and economic growth in Washington County. Located along the I-15 corridor Washington City offers an attractive location for retail, small business and manufacturing. Washington City's proximity between the cities of St. George and Hurricane, places it at the center of growth and development and the point where "Dixie Begins." Washington City has been recognized as the "city of choice" in southwest Utah, for residential living and quality of life. The acres of parks and endless trails set against a backdrop of natural beauty has helped rank Washington City as one of the most desirable places to live and work.



Budget Introduction

Honorable Mayor and City Council:

I am providing herein a copy of the proposed Washington City 2016/2017 fiscal year budget totaling \$46,980,654. The budget reflects projected revenues and expenditures for the General Fund, Enterprise Funds, Capital Improvement Funds, and other department funds.

Washington City is in good financial condition and the 2016/2017 General Fund has a balanced budget. Over the last fiscal year Washington City issued around 400 residential building permits, which was a substantial increase over fiscal year 2015's 315 permits. The city continues to enjoy steady growth but we do expect a slight decline in residential permits to 362. We continue to show positive improvement in our sales tax collections as well. Sales tax collections are up approximately 9% from 2015 and we anticipate 5% growth in fiscal year 2017.

There are no major policy changes anticipated for the 2017 fiscal year. We continue to be guardedly optimistic that the economy is stable; however we will proceed cautiously as our business climate improves. What we anticipate in regards to this guarded optimism is reflected in this budget. We will continue to monitor the ever-changing state of the economy and make adjustments as needed.

The 2017 budget was funded without a tax increase. After careful consideration of all revenue sources and conservative forecasts for future revenues, the budget was presented to the City Council as being funded within the scope of anticipated revenues and without the use of fund balance for the General Fund. The budget as adopted will continue the significant work that has come to be expected by our citizens as we strive to meet their needs and fulfill our personal commitments to provide high quality services to all those who live or visit our community.

Washington City Short-term Initiatives

In 2012, the Washington City Council adopted a revised strategic plan for the community. This plan is updated regularly to reflect the values and priorities of the community. The strategic plan is evaluated as we set our budget each year in order to properly fund the objectives of the plan. The 2017 fiscal budget continues the process of funding the accomplishment of our strategic plan priorities.

As outlined in the Strategic Plan and as reflected in our 2017 budget, Washington City will “embrace economic growth” in our community by refining our city’s General Plan, continue to implement the Economic Development Plan, and enhance our economic development services on our website. Emphasis will be placed on developing a marketing campaign to attract area businesses into considering locating in Washington City.

Washington City will meet the objectives of the Strategic Plan in regards to “ensuring financial security” by expanding the financial information available to the citizen on the OpenGov transparency website, and enhancing the return on investment of city funds by investing in safe, secure and high-yield accounts.

Washington City will meet the objectives of “enhance public service” by regularly practicing and exercising our city’s emergency response plan, renovating the pavilion and restrooms at Veterans park, provide the community with more online forms and processing, update our capital facilities plan for: sewer and water, and continue to fund the road maintenance to a 16+ years of remaining life service level.

This budget has the city meeting the objectives of the “elevate citizens experience” section of our Strategic Plan by continued financial support of our citizen public forums, open houses and elected official engagements. We will be updating our Strategic Plan through the creation of a citizen and business task force. We anticipate conducting a number of citizen surveys this next year in partnership with Qualtrics. And we will enhance our communication with citizens by offering short informative videos that highlight current topics impacting Washington City.

And finally, this budget reflects support of “enriching cultural awareness” by strengthening our support of citizen participation in our city celebrations and enhancing public financial support of Utah's publicly owned or operated recreational, botanical, cultural, and zoological organizations owned or operated by institutions or private nonprofit organizations, with funds acquired from the imposition of a county sales and use tax also known as the RAP tax.

After a number of years with minimal hires the 2017 budget reflects a placeholder to fund a few positions to meet the growing demands of our ever expanding community. A full-time Parks Maintenance Worker, full-time Journeyman Lineman, full-time Stormwater Supervisor, combining two part-time positions into a full-time Administrative Support Secretary, converting one part-time position to a full-time Information Technology Programmer/Analyst, and converting 1 part-time position into 1 full-time Lead Custodian.

A performance pay plan was recommended to the Council in 2016 in which a base rate would be established each year based on availability of funds and proposed with the budget. For the 2017 fiscal year a base rate of 1.25% has been set allowing for full-time wage increases ranging between 1.25% and 3.13% depending on the employee’s annual performance evaluation scores.

Option A (2017)

Washington City Pay For Performance						
Performance Score						
	<3	3.00-3.59	3.60-4.00	4.01-4.59	4.60-5.0	
Performance Adjustment						
If the employee's current pay rate falls below the max pay for their position, the increases are added to the Base Pay.	0.00%	1.25%	1.88%	2.50%	3.13%	
Base Multiplier	1.25%	-	1.00	1.50	2.00	2.50
Lump sum Payout	Upon reaching the maximum of the pay range, all future performance increases will be awarded as a one time lump sum that is not added to the base. (Amount to be determined).					

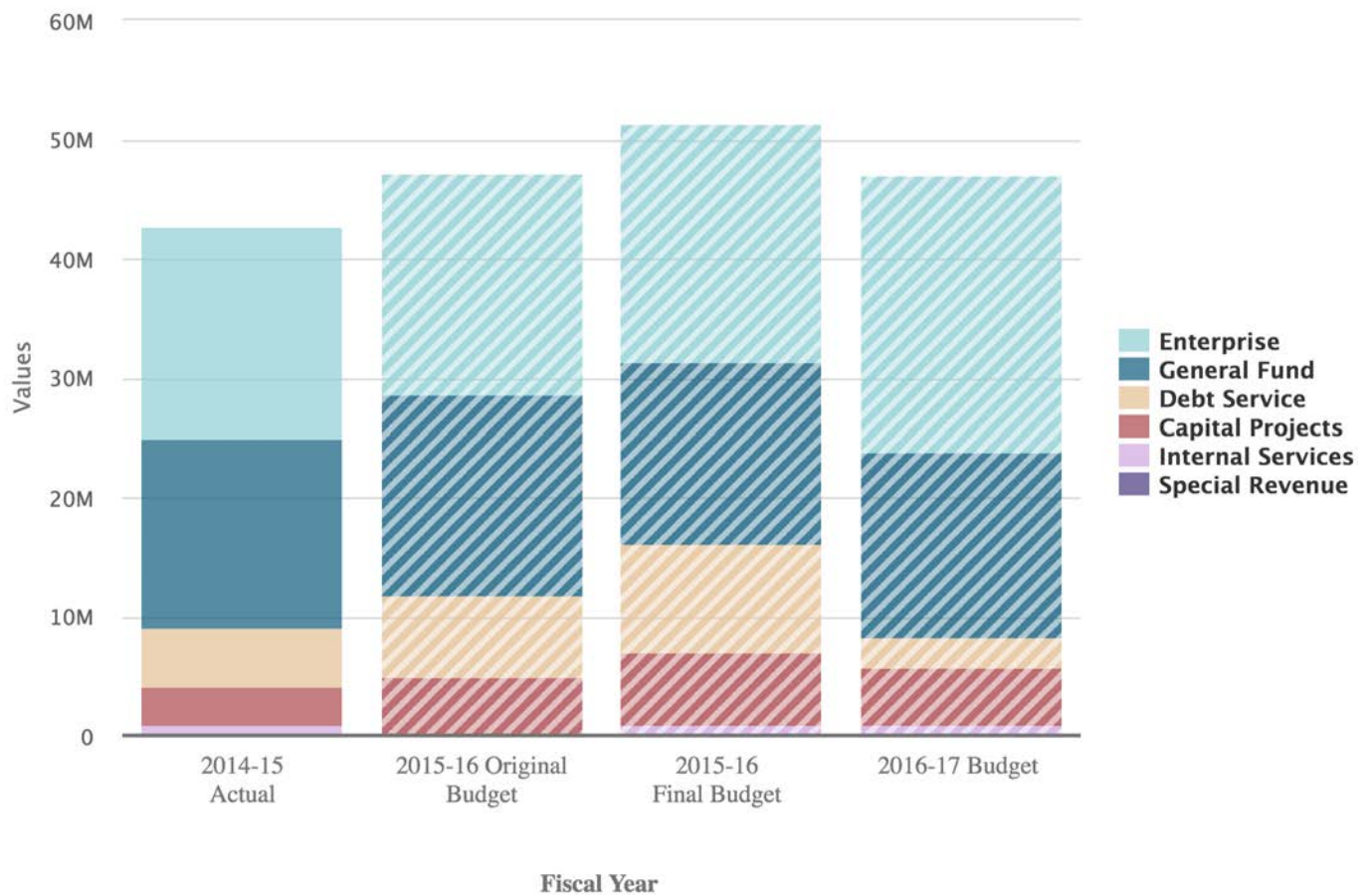
We continue to monitor the market to be aware of the market based salaries, wages and benefits and work with Personnel Systems, Inc, in the evaluation of our wage and pay structure.

In fiscal year 2016 we had the benefit of receiving no increase to our health care costs, however, we are anticipating a 7.5% increase in health premium costs this year and provided funding for such in the 2017 budget. We are happy to report that there were no changes to the pension contributions for Utah Retirement Systems resulting in no impact to the budget.

2017 City Funds

The total budget for the 2017 budget year is \$46,980,654. This is a decrease of approximately 8.5% from the 2016 year end budget. This decrease is largely due to a decrease in capital improvement projects within the debt service fund with the completion of the new police station and the Sullivan Park soccer complex.

Washington – Funds



Fund Type	2014-15 Actual	2015-16 Original Budget	2015-16 Final Budget	2016-17 Budget
Enterprise	\$ 17,776,849	\$ 18,660,091	\$ 20,014,471	\$ 23,078,245
General Fund	15,815,082	16,690,053	15,127,977	15,576,403
Debt Service	5,064,217	6,934,369	9,143,840	2,534,168
Capital Projects	3,179,746	4,553,589	6,149,965	4,829,166
Internal Services	953,205	391,060	565,700	582,672
Special Revenue	0	0	363,590	380,000
Total	\$ 42,789,099	\$ 47,229,162	\$ 51,365,543	\$ 46,980,654

General Fund Revenue

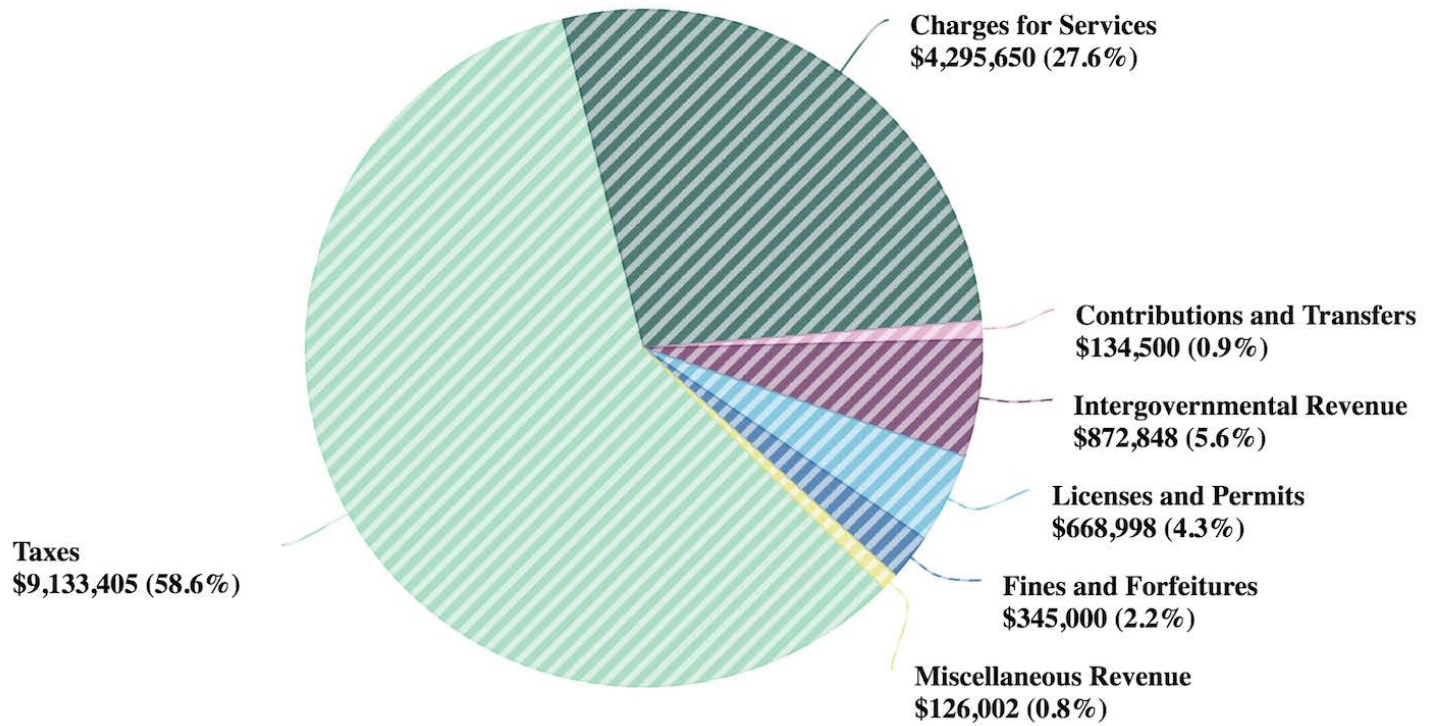
General Fund Revenue budgeted for 2017 is \$15,576,403, which is a \$448,426 increase or approximately 3% from the 2016 year end estimate. Taxes made up the largest share of the General Fund Revenue accounting for 58.6% of the total. We expect tax collections to be up 3.57% or \$315,105 as a result of growth, there were no tax increases implemented for the 2017 fiscal year and we even saw a slight decrease in the certified property tax rate.

Charges for Services represent the second largest revenue source for 2017 making up 27.6% of revenue. This revenue source will see a 6.97% increase or \$279,943. The majority of this increase is due to the collection of recycling fees. In February 2016 Washington City began participating in the County wide recycling program. The 2017 budget reflects a full year of collections which are then distributed to the Washington County Solid Waste District who operates the solid waste and garbage services for the County.

Intergovernmental Revenue represents the third largest revenue source for the General Fund comprising of 5.6% of total revenue. This revenue source is made up of State and Federal revenue and grant funds distributed to the City and includes our Class C road funds received from the State. This revenue source shows a 6.64% decrease from the 2016 year end estimate. This is due to the fact that we do not budget for grant funds until the grant has been awarded.

The fourth largest revenue source in the General Fund is licenses and permits, accounting for 4.30% of the total General Fund Revenues. The housing market has experienced a strong recovery since the Great Recession and continues to be a strong part of our growth. We anticipate issuing approximately 362 residential permits for FY 2017. This is slightly down from the current year which is projected to end around 400 permits.

The following is a breakdown of the General Fund Revenue by type:

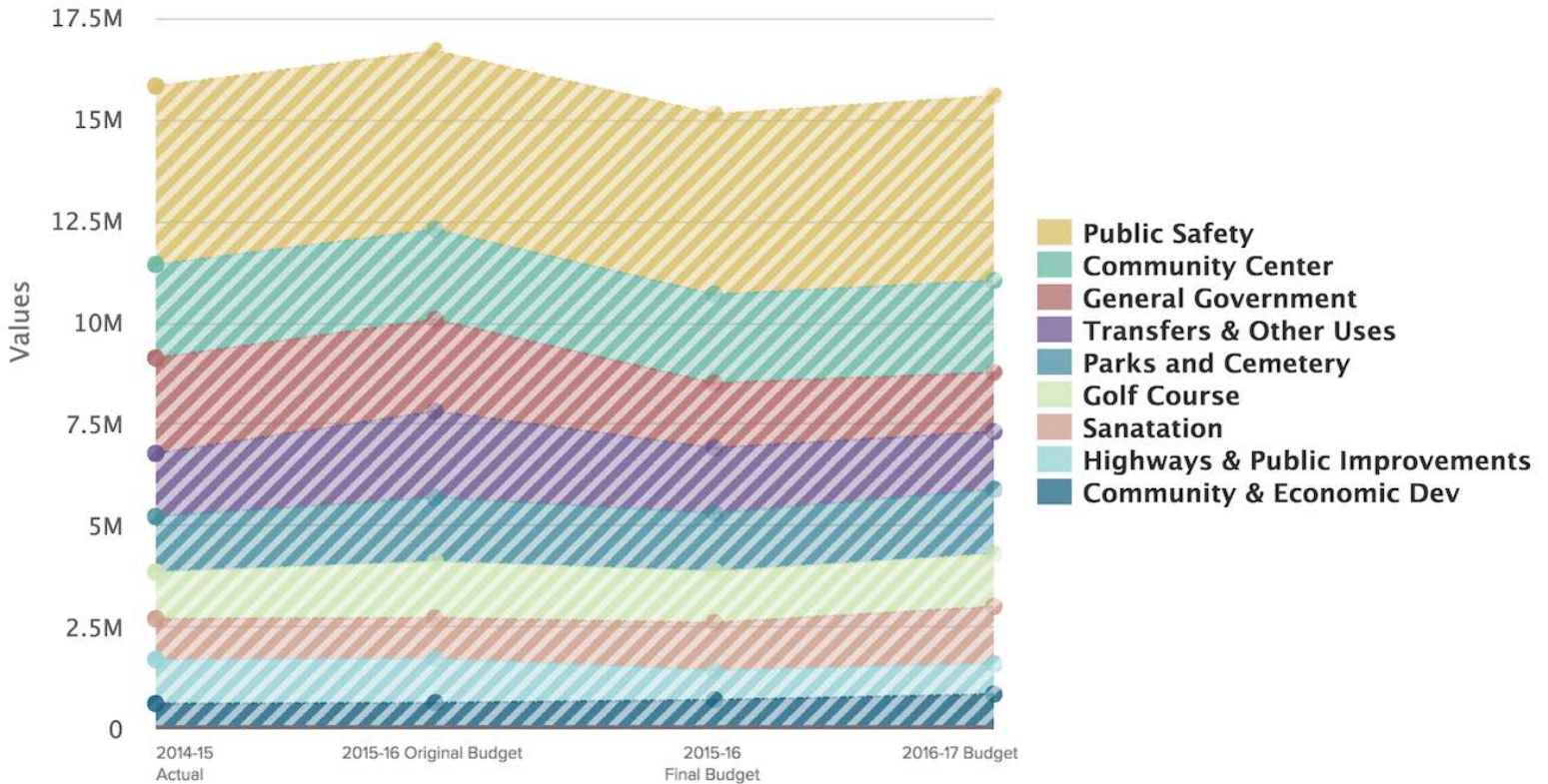


Washington - Revenues
Funds Filter: General Fund

Object Category	2014-15 Actual	2015-16 Original Budget	2015-16 Final Budget	2016-17 Budget
Taxes	\$ 8,228,319	\$ 8,909,540	\$ 8,818,300	\$ 9,133,405
Charges for Services	3,704,227	3,748,750	4,015,707	4,295,650
Contributions and Transfers	1,763,617	1,944,890	114,870	134,500
Intergovernmental Revenue	1,168,703	812,311	934,893	872,848
Licenses and Permits	649,610	517,800	744,850	668,998
Fines and Forfeitures	368,656	345,000	330,000	345,000
Miscellaneous Revenue	158,304	411,762	169,357	126,002
Total	\$ 16,041,435	\$ 16,690,053	\$ 15,127,977	\$ 15,576,403

General Fund Expenditures

The General Fund is used to account for the many service type activities provided by the City such as police, fire, parks and recreation, land development, and administrative activities for the City. The chart and table that follows provides a summary of general fund expenditures by department.



Division	2014-15 Actual	2015-16 Original Budget	2015-16 Final Budget	2016-17 Budget
Public Safety	\$ 4,400,199	\$ 4,408,526	\$ 4,449,026	\$ 4,558,417
Community Center	2,307,430	2,221,680	2,190,003	2,267,238
General Government	2,352,241	2,263,159	1,596,984	1,458,860
Transfers & Other Uses	1,558,053	2,131,240	1,610,331	1,421,835
Parks and Cemetery	1,368,169	1,580,428	1,434,062	1,597,995
Golf Course	1,152,352	1,386,669	1,267,126	1,292,688
Sanitation	1,006,811	1,000,479	1,175,979	1,410,600
Highways & Public Improvements	1,086,144	1,092,746	726,876	750,857
Community & Economic Dev	583,683	605,126	677,590	817,913
Total	\$ 15,815,082	\$ 16,690,053	\$ 15,127,977	\$ 15,576,403

The General Fund expenditures show an increase over the current FY 2016 budget of 5.52%, this is primarily due to an increase in payments to the Washington County Solid Waste Service District for the implementation of the recycling program, increased contributions of Class C Road funds to the Streets Capital Project fund, and debt service payments related to the proposed lease purchase of a new pumper fire engine.

As previously mentioned the 2017 budget reflects a placeholder to fund a few positions to meet the growing demands of our ever expanding community. Within the General Fund these positions are a full-time Parks Maintenance Worker, consolidating two part-time positions into a full-time Administrative Support Secretary, converting one part-time position to a full-time Information Technology Programmer/Analyst, and converting 1 part-time position into a full-time Lead Custodian.

Special Revenue Funds

Special revenue funds are used to account for and report the proceeds of specific revenue sources that are restricted or committed to expenditures for specified purposes other than debt service or capital projects. Special revenue funds are sometimes created to segregate and identify for interim accounting purposes, expenditures relating to certain revenues

received (such as the creation of a special revenue fund for state allocated road money or impact fees collected).

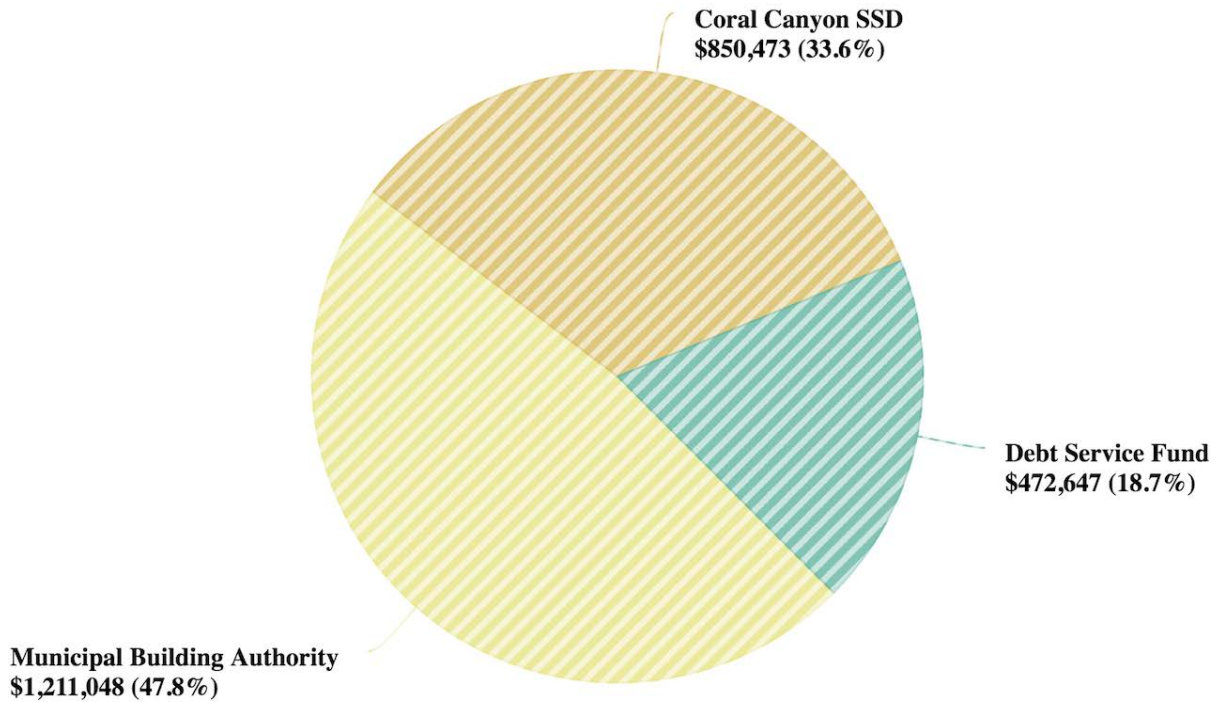
RAP Tax Fund

In April 2016 the City Council created a Special Revenue Fund called RAP Tax to account for various activities related to funding Utah's publicly owned or operated recreational and zoological facilities, and botanical, cultural, and zoological organizations owned or operated by institutions or private nonprofit organizations. The revenue source for this fund is a voter approved county-wide sales tax of 0.1 percent on taxable sales. The County distributes the tax as follows: 15 % retained by Washington County and administered by a seven member board appointed by the County to disburse the funds to cultural organizations. The remaining 85% is disbursed to local agencies and the county, 67% by population and 33% by point of sale. Revenues received within this fund are committed to expenditures for publicly owned or operated recreational and zoological facilities, and botanical, cultural, and zoological organizations owned or operated by institutions or private nonprofit organizations as defined in Section 59-12-702 of the Utah State Code.

The City Council will review requests for disbursement of RAP tax funds in July and January of each fiscal year. The 2017 budget reflects the anticipated authorization by Council of up to \$380,000 in RAP tax funds.

Debt Service Funds

Debt service funds are used to account for the accumulation of resources for, and the payment of, general long-term debt principal and interest. The City currently has three Debt Service Funds. Two of the funds, the Municipal Building Authority and the Coral Canyon Special Service District are considered blended component units which means they are a legally separate organization but because they have the same governing board (City Council) and the primary purpose is to benefit the primary government (Washington City) they are treated just as though they were funds of the City.



Washington - Debt Service

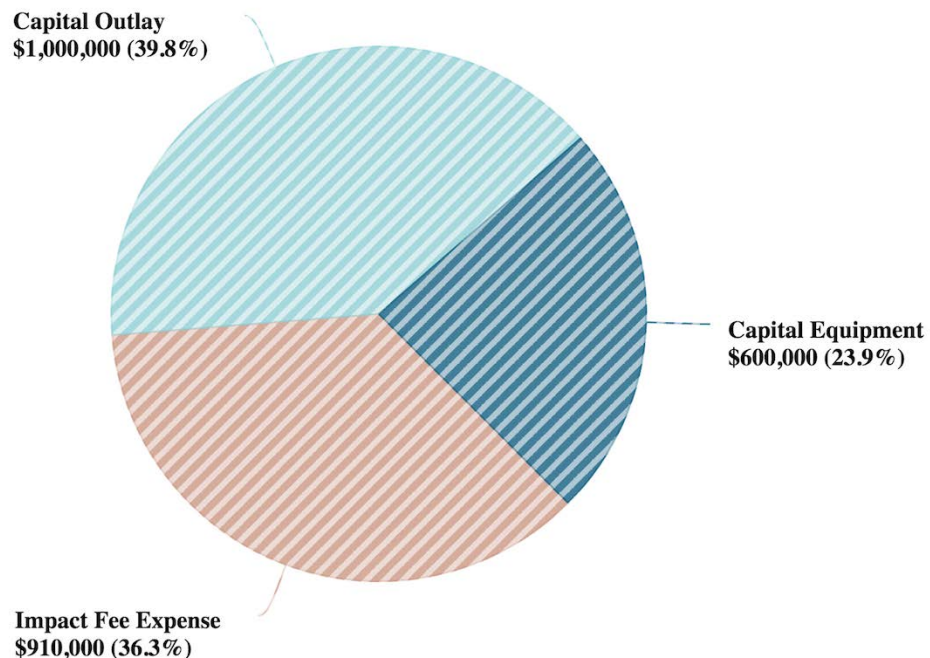
Fund Type	2014-15 Actual	2015-16 Original Budget	2015-16 Final Budget	2016-17 Budget
Municipal Building Authority	\$ 1,200,625	\$ 6,148,007	\$ 7,813,801	\$ 1,211,048
Coral Canyon SSD	3,863,592	786,362	786,362	850,473
Debt Service Fund	0	0	543,677	472,647
Total	\$ 5,064,217	\$ 6,934,369	\$ 9,143,840	\$ 2,534,168

Capital Project Funds

Capital project funds are capital improvement funds are used to account for financial resources for the acquisition or construction of major capital facilities for governmental type activities such as roads, parks, and public safety. These funds are used to build projects that are maintained by departments found in the General Fund of the City. Capital improvements related to enterprise funds such as water, sewer and power, are budgeted for within the individual enterprise funds. The financial resources of capital projects funds come from several different sources, including general obligation bonds, sales and use tax bonds, grants from state and federal government and appropriations from the general fund or special revenue funds.

Washington City defines a capital project in the Capital Budget as follows: Capital improvements involve the construction, purchase or renovation of buildings, parks, streets or other physical structures. A capital improvement must have a useful life of five or more years. A capital project must also have a cost of \$50,000 or more unless its significant functionality can be demonstrated to warrant its inclusion as a capital project. A capital improvement is not a recurring capital outlay item (such as a motor vehicle) or a maintenance expense (such as fixing a leaking roof or painting park benches). Acquisition of equipment is not a capital project unless it is an integral part of the cost of a capital project.

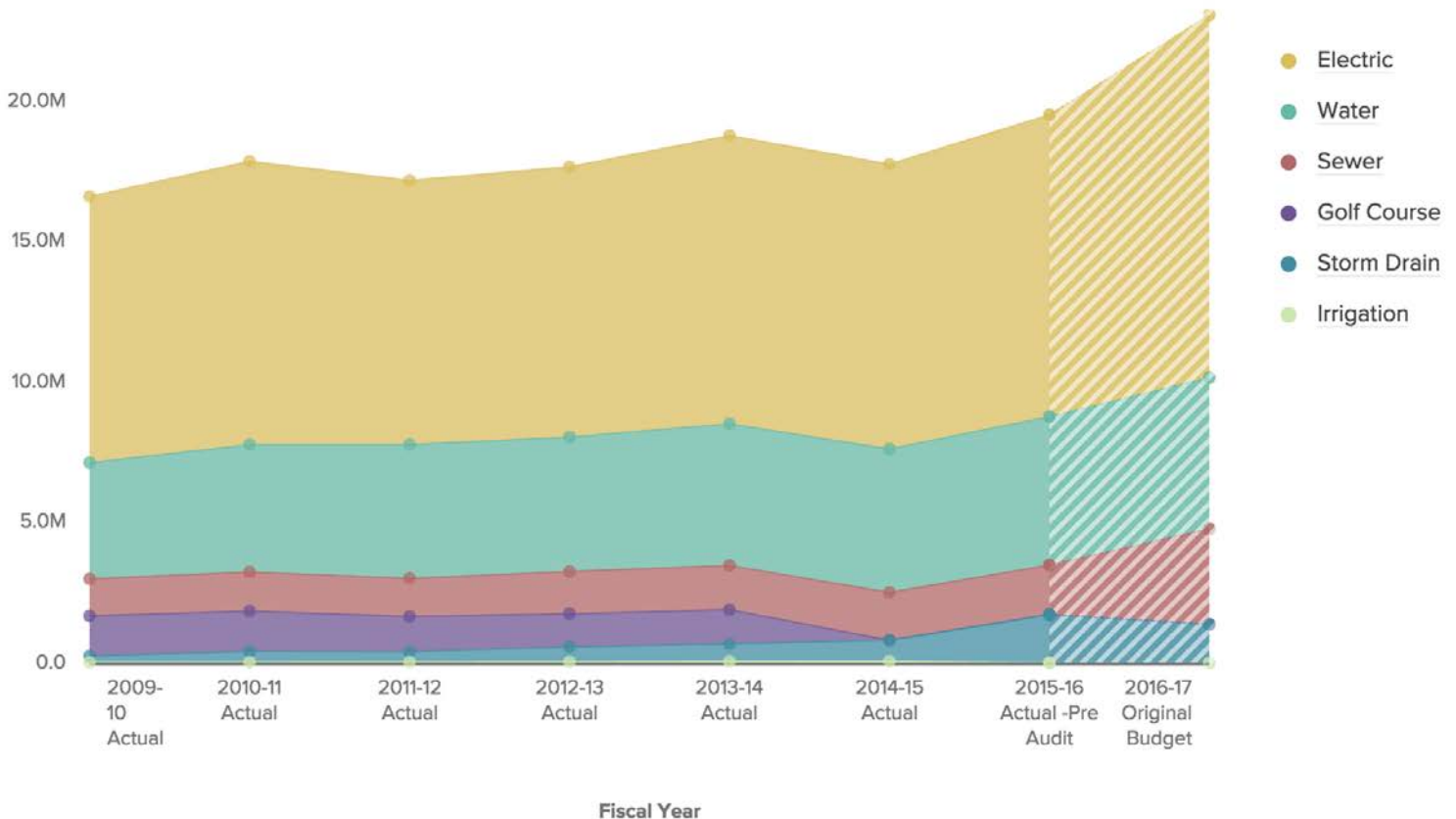
Capital projects anticipated to be funded this year include: Reconstruction of the Veterans Park restrooms and pavilion. Street projects including: Merrill Road, 3090 South signal, Interchange 11 environmental impact study, Telegraph medians and general road maintenance. Acquisition of a new fire engine.



Enterprise Funds

Enterprise funds are proprietary funds used to account for operations that are financed and operated in a manner similar to private business enterprises- where the intent of the government’s council is that the costs of providing goods and services to the general public on a continuing basis be financed or recovered primarily through user charges.

It is necessary to point out that the budget for enterprise funds does not include depreciation expense but it does include a budget for capital outlay items that will be converted to assets at year end. The year end conversion process capitalizes expenses that qualify as a fixed asset removing these costs from the year end actuals. The conversion process also adds depreciation expense that is not part of the original budget. These year end accounting processes can result in the year end actuals varying significantly from budget.



Washington - Enterprise

Fund Type	2014-15 Actual	2015-16 Original Budget	2015-16 Final Budget	2016-17 Budget
Electric	\$ 10,129,485	\$ 10,288,988	\$ 10,266,741	\$ 12,891,556
Water	5,102,239	4,996,951	5,666,932	5,380,186
Sewer	1,700,784	1,541,537	1,817,734	3,397,808
Storm Drain	746,308	1,796,427	2,225,526	1,371,441
Irrigation	98,033	36,188	37,538	37,254
Total	\$ 17,776,849	\$ 18,660,091	\$ 20,014,471	\$ 23,078,245

Water Fund

The purpose of the water fund is to secure, treat and distribute potable water to Washington City residents. The user fees from this fund will generate approximately \$4,891,658 and it is expected that the collection of fees will continue to increase as the City grows. The fund at the end of fiscal year 2015 had a net position of \$31,511,411.

There are no new positions anticipated in this department, this fiscal year. Capital projects for this department include: preliminary work for the construction of the Red Cliffs 2 million gallon water tank.

Sewer Fund

The purpose of the sewer fund is to take care of the expenditures related to the sanitary sewer infrastructure and the cost of treatment, which is done by the St. George Regional Treatment Facility. The Sewer Fund will collect approximately \$1,547,172 in user fees for fiscal year 2017. The fund at the end of fiscal year 2015 had a net position of \$23,978,802.

There are no new positions anticipated in this department, this fiscal year. Capital projects include sewer manhole repair and replacement, upsizing the Main Street and 100 East trunkline and construction of the 1900 East sewer lift station to service the East Washington Dam Road area.

Electric Fund

The purpose of the Electric fund is to provide the best possible service and reliability at the lowest possible cost. The Electric Fund will collect approximately \$10,984,366 in fees for fiscal year 2017. The fund at the end of fiscal year 2015 had net assets of \$20,954,952.

There is one new positions anticipated in this department, this fiscal year. The only capital upgrades anticipated this year is the construction of the Green Springs substation and transmission lines.

Irrigation Fund

The purpose of the irrigation fund is to provide secondary water for outside irrigation, open space and parks. The user fees budgeted in this department do not cover the costs of operation and have not for a number of years. Staff has recommended that Council a new cost of service study to establish a rate which will cover the cost of operation and make the Irrigation Fund self-sustaining.

Using the existing fee schedule, the Irrigation Fund will only collect approximately \$17,000 in fees requiring the general fund to contribute \$20,254 to help cover the cost of operations..

There are no new positions anticipated in this department and no capital projects planned for fiscal year 2017.

Stormwater Fund

The purpose of the stormwater fund is to provide the infrastructure and maintenance of the storm system, to safely, effectively and in full compliance of regulations carry off and dispose of runoff water. The user fees from this fund will generate approximately \$939,856. The fund at the end of fiscal year 2015 had net assets of \$13,320,509.

There is one new position budgeted for this year. Capital projects anticipated for this fiscal year are stormwater lines downtown and connection line to NRCS.

Internal Service Funds

Internal Service funds are a proprietary fund type that may be used to report any activity that provides goods or services to other funds, departments, or agencies of the primary government and its component units, or to other governments, on a cost-reimbursement basis. Washington City has one internal service fund.

Fleet Fund

The Fleet fund is used to manage, maintain, repair and dispose of vehicles and equipment in the city fleet. The Fleet fund also oversees the city fueling station including a natural gas fueling station that is also open to the public. This fund functions on a cost-reimbursement basis. Charges for services are expected to generate \$322,634 in fiscal year 2017.

There are no new positions anticipated in this department and no capital projects planned for fiscal year 2017.

I want to acknowledge the many hours of work by our staff on this budget and especially the guidance and leadership provided by the Mayor and Council, as they have set priorities and devoted a great deal of time to this budget process.



Roger Carter
City Manager

RESOLUTION R2016-13

A RESOLUTION ADOPTING THE 2016/2017 BUDGETS FOR THE FUNDS OF WASHINGTON CITY

WHEREAS, The Washington City Council held a duly noticed Public Hearing on May 11, 2016 for the 2016/2017 Budget for the funds of Washington City; and

WHEREAS, the City Council has approved these Budgets; and

THEREFORE, BE IT RESOLVED by the City Council of Washington City, Utah, that the following Budgets for the Fiscal Year 2016/2017 were adopted after a Public Hearing on May 11, 2016.

<u>FUNDS</u>	<u>BUDGET</u>
General Fund	\$15,576,403
RAP Tax Special Revenue	\$ 380,000
Debt Service	\$ 472,647
Municipal Building Authority	\$ 1,211,048
Coral Canyon S.S.D.	\$ 850,473
Capital Projects	\$ 4,829,166
Water	\$ 5,380,186
Sewer	\$ 3,397,808
Power	\$12,891,556
Irrigation	\$ 37,254
Storm Drain	\$ 1,371,441
Fleet	\$ 582,672
TOTAL BUDGET	\$46,980,654

This Resolution shall be effective upon passage.

PASSED AND APPROVED on this 22nd day of June 2016.



Washington City

Kenneth F. Neilson
Kenneth F. Neilson, Mayor

Attest:

Danice B. Bulloch

Danice B. Bulloch, CMC
City Recorder

RESOLUTION R2016-11

A RESOLUTION SETTING THE PROPERTY TAX LEVY FOR
WASHINGTON CITY FOR TAX YEAR 2016

WHEREAS, Washington City is required to establish the real and personal property tax levy for various municipal purposes, pursuant to § 10-6-133, Utah Code Anno. (1953 as amended); and

WHEREAS, the City Council of Washington City desires to establish the property tax levy for the tax year 2016.

THEREFORE, it is hereby resolved by the City Council of Washington City, Utah, that:

1. Set Tax Levy. The property tax levy for real and personal property is hereby set at .001397 for the tax year 2016.
2. Effective Date. This Resolution shall take effect immediately.

PASSED AND APPROVED on this 22nd day of June, 2016.



Attest:

Danice B. Bulloch

Danice B. Bulloch, CMC
City Recorder

Washington City

Kenneth F. Neilson
Kenneth F. Neilson, Mayor

Budget Process

The significance of a city's budget process cannot be overemphasized. The budget process is an essential element in the financial planning, control and evaluation of a city and it provides the opportunity for those citizens paying for governmental services to be heard by their elected representatives. Recognizing the significance of the budget process, the Utah Legislature set forth laws that define the budget process, both for the protection of the taxpayers and for the elected and appointed city officials. The Uniform Fiscal Procedures Act for Utah Cities contains those laws. For ease of understanding, the laws pertaining to the normal budget process have been summarized on the following pages.

Utah Code Section 10-6-106(11) defines the budget officer of a city:

“Budget Officer means the city auditor in cities of the first and second class, the mayor or some person appointed by the mayor with the approval of the city council in cities of the third class, the mayor in the council-mayor optional form of government, or the person designated by the charter in charter cities.”

In Washington City the Mayor has designated the City Manager as the Budget Officer.

The budget officer, in addition to preparing the tentative budget, is required to prepare a budget message, “which shall explain the budget, contain an outline of the proposed financial policies of the city for the budget year, and shall describe the important features of the budgetary plan”, including “reasons for salient changes from the previous year in appropriation and revenue items, and shall explain any major changes in financial policy” [*Utah Code*, Section 10-6-111(2)]

The budget laws recognize the benefits of uniform budgets which can be compared from one year to the next and can also be compared with other cities. The State Auditor is charged with providing these uniform budget forms and ensuring that they are completed and available for the public to view.

Summary of Budget Requirements Process

Budgets are estimates, and therefore, from time to time it may be necessary to amend the city's budget. City budgets can and should be amended if it is apparent that expenditures are going to exceed the budget for any reason. Budgets can be amended as late as the last day of the fiscal year. A budget is also an appropriation of funds. Therefore, it is not permissible to amend the budget after the fiscal year has ended. The procedures for amending a budget are essentially the same as to adopt a budget originally, except the city is not required to submit a copy to the State Auditor.

- ▶ Budget required for general, special revenue, debt service and capital projects funds.
- ▶ Financial plan of all estimated revenues and all appropriations for expenditures required. Budget must balance.
- ▶ By first regularly scheduled council meeting in May, budget officer shall prepare and file with council a tentative budget. The tentative budget is to be reviewed and tentatively adopted by the council. During meeting, council to establish time and place of hearing to adopt final budget.
- ▶ Tentative budget shall be public record available for inspection for at least ten days prior to adoption of final budget.
- ▶ Published notice required seven days prior to public hearing on adoption of budget.
- ▶ Public hearing to be held on tentatively adopted budget.
- ▶ Final adjustments to tentative budget by council after public hearing.
- ▶ By June 22, the proposed tax rate and budget is adopted by resolution or ordinance. If there is no increase in the certified tax rate, a final budget is adopted by June 22. Copy of budget to be certified by budget officer and filed with State Auditor within thirty days of adoption.

Budget Phases

Budget Phases

- ➔ Assessment Phase- This phase consists of assessing our current financial conditions and determining the existing needs within the City, evaluating short and long range economic and financial forecasts. Community feedback is extremely important in helping to establish priorities and determines a means of accomplishing those objectives for the coming budget year(s). Review of any citizen surveys, the Strategic Plan and Financial Trends Monitoring System occurs during this phase.

Time Frame: January

- ➔ Developmental Phase- The development phase begins with distribution of budget assumptions based on the assessment phase to all departments. Departments begin the process of developing program budgets addressing program objectives, setting goals and prioritizing needs for each program. Short term and long term operating needs, capital outlay and staffing requests are determined during this phase.

Time Frame: February through March

- ➔ Review Phase- This phase begins with the submission of budgets by each department. The City Manager begins reviewing departmental budgets and objectives to ensure that City needs and Council priorities are being met while maintaining the fiscal integrity of the City. The City Manager meets with each department head to review their budget with the end result being the creation of a balanced budget the City Manager will submit to Council for adoption.

Time Frame: April

- ➔ Adoption Phase- A tentative budget is presented to City Council by the City Manager. Work sessions are held with Council to review the tentative budget. Public hearings on the proposed budget and property tax rates are held. By June 22, the proposed tax rate and budget is adopted by resolution or ordinance. If there is no increase in the certified tax rate, a final budget is adopted by June 22. The new fiscal year begins July 1st.

Time Frame: May through June

Long Term Budget Planning Process

Washington City, Utah

Washington City Budget Planning Processes

	Planning Process	Description of Process	Budget Impacts
Strategic Planning	Five year plan with objectives established for each budget year.	Plans are developed by each Department Head and then coordinated and adjusted by a planning committee consisting of members from each department. Final approval is done by the City Manager before taking it to the City Council.	Allows for closer monitoring of expenditures and the reallocation of resources, if necessary, to meet the goals and objectives of the planning process.
Streets and Highway Maintenance	Ten year plan for maintaining highways and streets within the city. Maintenance schedule is forecast to avoid large repair expenditures and keep streets in maximum condition.	The Washington City Public Works Department maintains a timetable schedule of all streets and highways within the city for maintenance purposes. This allows the forecasting and allocation of resources for repairs and maintenance.	Provides a roadmap for the department to follow in planning for budget stability and future resource allocation.
Capital Projects Plan	Five year plan that includes project listing and forecast cost by year.	All Department Heads plan out the capital project needs, by year, of their respective departments. A meeting is held annually to discuss and coordinate the plans and make adjustments as necessary.	Allows for better allocation of resources year by year. Provides for predictable funding levels to better plan debt service needs.
Vehicle and Equipment Replacement Policy	Four year plan to replace certain department vehicles and equipment.	A motor pool officer and city maintenance personnel work in coordination with department heads on vehicle needs through use of maintenance records and vehicle history.	Sets a level that allows for funding to be in place as vehicles and equipment need to be replaced rather than continue to repair.
Computer and Office Equipment Replacement	Multi-year plan to replace certain computers and other office machines and telephone system.	IT Department maintains an inventory of all technology related equipment with dates of purchase and expected longevity. They also maintain service records to assist in determining replacement.	Assists in determining funding for replacements and keeping up with the best technology in keeping the city efficient.

Accounting System

Description of Funds and Fund Types

A fund is defined as “an independent fiscal and accounting entity with a self-balancing set of accounts recording cash and other financial resources together with all related liabilities and residual equities or balances and changes therein, which are segregated for the purpose of carrying on specific activities or attaining certain objectives in accordance with special regulations, restrictions, or limitations.” Statutory requirements and sound financial administrative policies have developed a system of funds in which the financial transactions of a city are recorded. Each of the funds are separate entities. Therefore, they have separate asset, liability, revenue, and expenditure accounts where applicable. Government resources are allocated to and accounted for in individual funds based upon the purposes for which they are to be spent the means by which spending activities are controlled. When the funds are properly established, the city administrative officers can effectively control, utilize and restrict the resources of a particular fund for which the expenditures are authorized by statute or by the agency that established the fund. Washington City uses six (6) fund types and two (2) account groups.

GOVERNMENTAL FUNDS - Governmental type activities are accounted by four fund types, which are the General Fund, Special Revenue Fund, Capital Projects Fund and Debt Service Fund. These fund types are appropriated.

General Fund - The General Fund is used to account for all financial transactions which are not accounted for in another fund. The principal source of revenue of the General Fund is taxes, charges for services and fines and forfeits. Expenditures are for general government, community and economic development, public safety, streets, parks and cemetery.

Special Revenue Funds - Special revenue funds are used to account for and report the proceeds of specific revenue sources that are restricted or committed to expenditures for specified purposes other than debt service or capital projects. Special revenue funds are sometimes created to segregate and identify for interim accounting purposes, expenditures relating to certain revenues received (such as the creation of a special revenue fund for state allocated road money or impact fees collected). The City has one special revenue fund:

RAP Tax Fund - This fund is used to account for contributions of the Recreation, Arts, and Parks tax that was levied at the County level and used to fund various activities related to funding Utah's publicly owned or operated recreational and zoological facilities, and botanical, cultural, and zoological organizations owned or operated by institutions or private nonprofit organizations.

Capital Project Funds - Capital project funds are used to account for financial resources for the acquisition or construction of major capital facilities. The financial resources of capital projects funds come from several different sources, including general obligation bonds, grants from state and federal government and appropriations from the general fund or special revenue funds. The City has the following capital project funds:

Street Capital Project Fund - This fund accounts for costs associated with the construction of new roads. Primary source of revenue is street impact fees, monies generated from that portion of sales tax known as highway tax and appropriations from the general fund.

Leisure Services Capital Project Fund - This fund accounts for costs associated with the construction of new parks, trails and cemetery. Main source of revenue is park impact fees and appropriations from the general fund.

Fire Station Capital Project Fund - This fund accounts for costs associated with the construction of new fire stations. Main source of revenue is fire impact fees and bond proceeds.

Property Acquisition Capital Project Fund - This fund accounts for costs associated with acquisition of new property. Main source of revenue is appropriations from the general fund.

General Capital Project Fund - This fund accounts for costs associated with construction of new facilities. Main source of revenue is appropriations from the general fund.

Debt Service Funds - Debt service funds are used to account for the accumulation of resources for, and the payment of, general long-term debt principal and interest. The City has the following debt service funds.

Debt Service Fund - This fund is issued to account for the purpose of making all payments for governmental activities with respect to bonds issued and sold.

Municipal Building Authority - This fund is used to account for the payment of interest and principal on the 2008 MBA bonds. The primary source of revenue for debt service is lease payments.

Coral Canyon Special Service District - This fund is used to account for the payment of interest and principal related to general obligation bonds. The primary source of revenue for debt service is property tax.

PROPRIETARY FUNDS - Proprietary funds account for self-financing, business-like activities.

Enterprise Funds - Enterprise funds are proprietary funds used to account for operations that are financed and operated in a manner similar to private business enterprises- where the intent of the government's council is that the costs of providing goods and services to the general public on a continuing basis be financed or recovered primarily through user charges. Washington City has the following enterprise funds:

Water - To account for the revenue and expense of providing water services to the residents of the city.

Sewer - To account for the revenue and expense of providing sewer services to the residents of the city.

Power - To account for the revenue and expense of providing power services to a portion of the residents of the city.

Irrigation - To account for the revenue and expense of providing irrigation services to a portion of the residents of the city.

Storm Water - To account for the revenue and expense of providing storm drain services to the residents of the city.

Internal Service Funds - Internal Service funds are a proprietary fund type that may be used to report any activity that provides goods or services to other funds, departments, or agencies of the primary government and its component units, or to other governments, on a cost-reimbursement basis. Washington City has the following internal service funds:

Fleet Fund - This fund is used to manage, maintain and repair, and dispose of vehicles and equipment in the city fleet. This fund functions on a cost-reimbursement basis.

ACCOUNT GROUPS

General Fixed Assets Account Group - This account is established to account for the fixed assets owned by the City exclusive of those relating to proprietary fund operations. Expenditure transactions to acquire general fixed assets occur in the General Fund, Special Revenue Funds and Capital Projects Fund.

General Long-Term Debt Account Group - This account group is used to account for the City's long-term liabilities which include bonds, compensated absences payable, and capital lease obligations.

BASIS OF ACCOUNTING AND BUDGETING - The City uses the modified accrual basis of accounting for all funds except the enterprise funds. Under this basis of accounting, revenue is recognized when it becomes available and measurable. Expenditures are recognized in the period the associated liability is incurred, with the exception of debt service expenditures, which are recorded only when payment is due. The Enterprise Fund uses the accrual basis of accounting recognizing revenues when earned and expenses when incurred. Accounts receivable for services are recorded when billed.

Governmental Funds

General Fund

Special Revenue Fund

Debt Service Funds

Capital Project Funds

RAP Tax

General Debt Service

Street Capital Project

Municipal Building Authority

Leisure Service Capital Project

Coral Canyon Special Service District

Property Acquisition Capital Project

Public Safety Capital Project

General Capital Project

Proprietary Funds

Enterprise Funds

Internal Service Funds

Water

Irrigation

Fleet

Sewer

Storm Water

Power

Long Term Debt

At June 30, 2015, the City had total debt outstanding of \$36,509,727, of this amount \$16,369,367 is associated with governmental activities and \$20,140,360 is utility related debt. There is also \$8,899,000 in General Obligation debt belonging to the Coral Canyon Special Service District. This debt is not included in the general debt limit calculations for Washington City because the Coral Canyon Special Service District is considered a stand alone agency with its own taxing power.

State statute limits the amount of debt a city may issue to four (4%) percent of the fair market value of the taxable property within the city's jurisdiction. An additional eight (8%) percent of indebtedness may be issued for water, sewer or electricity when such public works are owned and controlled by the city. The current limitation for Washington City is \$48,243,528 for the four percent and \$136,487,056 for the additional eight percent making the total current debt limitation for the City \$184,730,584. In any case, Washington City's outstanding debt is significantly below the statutory debt limits.

Below you will find a list of the debt management policies Washington City adheres to:

Debt Management Policies

1. The Council intends that no less than 15% of the unrestricted fund balance will be maintained in the General Fund.
2. The Council intends to limit the issuance of long-term debt to capital improvements or projects that cannot be financed from current revenues and the payback period of the debt will be limited to the estimated useful life of the capital projects or improvements.
3. The Council intends to utilize long-term borrowing only for capital improvement projects that are included in the City's Five-Year Capital Program, or in order to take advantage of opportunities to restructure or refund current debt.
4. The Council requests the Administration to provide an analysis of the City's debt capacity, and how each proposal meets the Council's debt policies, prior to proposing any projects for debt financing. This analysis should include the effect of the bond issue on the City's debt ratios.
5. The Council requests the Administration to provide an analysis of the effect of any proposed bond issue on the City's ability to finance future projects of equal or higher priority.
6. The Council requests when borrowing is recommended by the Administration, the source of funds to cover the debt service requirements be identified.

Long Term Debt

7. The Council request the Administration to provide a statement from The City's financial advisor that each proposed bond issue appears feasible for bond financing as proposed, including an indication of requirements or circumstances the Council should be aware of when considering the proposed bond issue.
8. The Council does not intend to issue any general obligation debt that would exceed 12% of "Fair Market" property valuation in the city.
9. The Council does not intend to approve any debt; general obligation or proprietary, where there is not a minimum coverage of 125% of the average annual debt service on the obligation. Administration will be responsible for providing evidence to ensure this coverage ratio.
10. The Council does not intend to issue debt if such debt will damage the City's current ratings. Because the Cit has no outstanding General Obligation (G.O.) debt, it presently does not have a G.O. rating. The Council however, will make every effort to achieve a rating on all G.O. to at least double A.
11. The Council will attempt to limit bond sales in any calendar year to \$10,000,000 in order to maintain bank qualifications and thereby receive lower interest rates on bonded debt.
12. The Council requests the Administration to fully disclose, and the Council intends to consider; the impact of all debt that has a net negative fiscal impact on the City's operating budget.
13. The Council requests the Administration to structure debt service payments in level amounts over the useful life of the issue unless anticipated revenues dictate otherwise or if the useful life of the financed project(s) suggests a different maturity schedule.

Long Term Debt

Principal & Interest Payments by Fiscal Year

The annual requirements to amortize bonds and notes payable at June 30, 2015 are as follows:

Governmental Activities

Year Ending June 30,	Coral Canyon SSD GO Bonds		MBA Lease Revenue Bonds		Sales Tax and Excise Tax Road Revenue Bonds		Notes Payable	
	Principal	Interest	Principal	Interest	Principal	Interest	Principal	Interest
2016	\$ 274,000	\$ 251,914	\$ 796,000	\$ 247,739	\$ 384,000	\$ 117,028	\$ 68,675	\$ 3,434
2017	360,000	246,358	974,000	227,937	395,000	89,387	-	-
2018	488,000	240,141	998,000	205,399	319,000	62,466	-	-
2019	497,000	233,456	1,021,000	186,755	324,000	53,086	-	-
2020	510,000	225,389	1,048,000	172,157	337,000	43,249	-	-
2021-2025	2,760,000	941,172	4,134,000	586,887	1,264,000	71,760	-	-
2026-2030	3,276,000	457,582	2,581,000	384,714	-	-	-	-
2031-2035	734,000	14,680	1,191,000	145,718	-	-	-	-
Totals	\$ 8,899,000	\$ 2,610,692	\$ 12,743,000	\$ 2,157,306	\$ 3,023,000	\$ 436,976	\$ 68,675	\$ 3,434

Business-type Activities

Year Ending June 30,	Electric Revenue Bonds		Water Revenue Bonds		Total Principal
	Principal	Interest	Principal	Interest	
2016	\$ 453,000	\$ 171,491	\$ 343,389	\$ 460,237	\$ 796,389
2017	464,000	160,579	356,404	447,081	820,404
2018	475,000	149,405	370,135	434,163	845,135
2019	487,000	137,957	383,318	420,728	870,318
2020	498,000	126,235	396,297	407,452	894,297
2021-2025	2,677,000	445,286	1,837,874	1,814,988	4,514,874
2026-2030	2,378,000	107,420	2,016,473	1,432,387	4,394,473
2031-2035	-	-	2,470,513	971,607	2,470,513
2035-2039	-	-	1,824,131	507,673	1,824,131
2040-2044	-	-	1,330,074	179,488	1,330,074
2045-2049	-	-	238,531	6,706	238,531
Totals	\$ 7,432,000	\$ 1,298,373	\$ 11,567,139	\$ 7,082,510	\$ 18,999,139

Long Term Debt

Principal & Interest Payments by Fiscal Year

The City has entered into lease agreements that are considered capital leases in accordance with accounting standards. The leases are for the acquisition of the items listed below and have varying annual payments through fiscal year 2027.

The following is a schedule of future minimum lease payments with the present value of the net minimum lease payments:

Year Ending June 30,	Energy Equipment**	Digger Derrick Truck	Total
2016	\$ 138,797	\$ 49,211	\$ 188,008
2017	142,501	49,211	191,712
2018	138,734	49,210	187,944
2019	142,530	49,210	191,740
2020	146,433	-	146,433
2021-2025	794,653	-	794,653
2026-2027	311,676	-	311,676
Total remaining lease payments:	1,815,324	196,842	2,012,166
Less amount representing interest:	<u>(330,068)</u>	<u>(6,185)</u>	<u>(336,253)</u>
Present value of net remaining minimum lease payments:	<u>\$ 1,485,256</u>	<u>\$ 190,657</u>	<u>\$ 1,675,913</u>
Governmental activities	\$ 534,692	\$ -	\$ 534,692
Business-type activities	950,564	190,657	1,141,221
	<u>\$ 1,485,256</u>	<u>\$ 190,657</u>	<u>\$ 1,675,913</u>

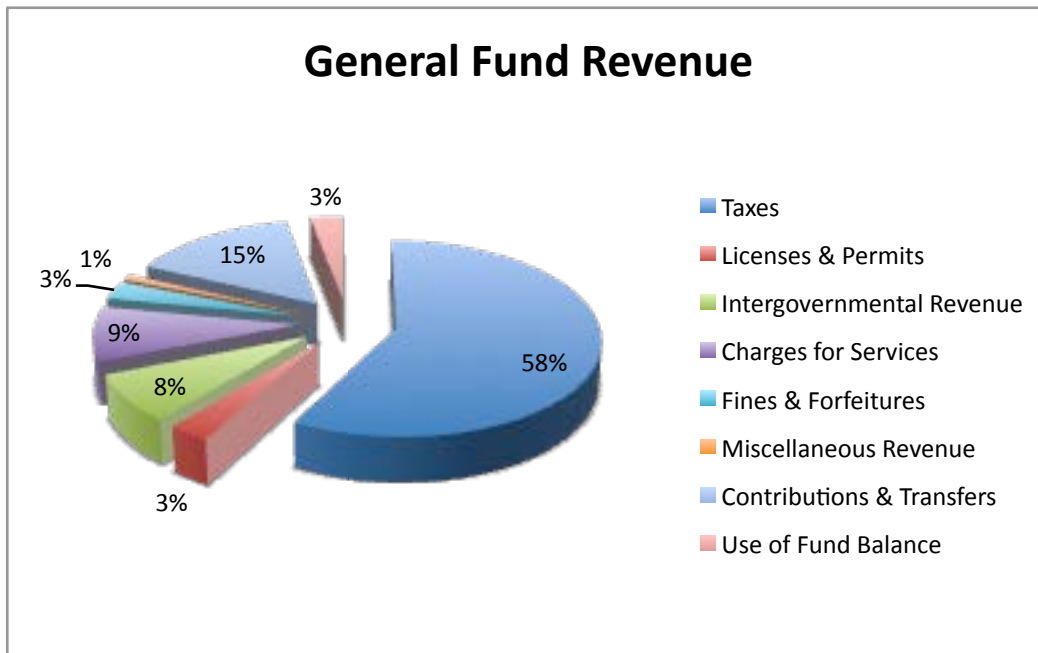
**The energy equipment lease is allocated among three funds of the City as follows: general fund - 36%; water fund - 2%; electric fund - 62%.

Major Revenue Sources

Revenue projections are the foundation for the successful planning of the annual operating budget. Projections are based off a number of techniques such as historical data, expert judgement of the department heads, rate calculations, estimated growth and other local economic indicators. At the beginning of the budget cycle a budget assumption and policy sheet is distributed from the City Manager’s office that includes estimated growth rates and lists any anticipated rate or fee changes. This tool helps to ensure projection guides are consistent among the departments.

General Fund revenue sources are comprised of taxes, licenses and permits, intergovernmental revenues (revenues from other government agencies), charges for services, fines & forfeitures, miscellaneous revenue, and contributions & transfers.

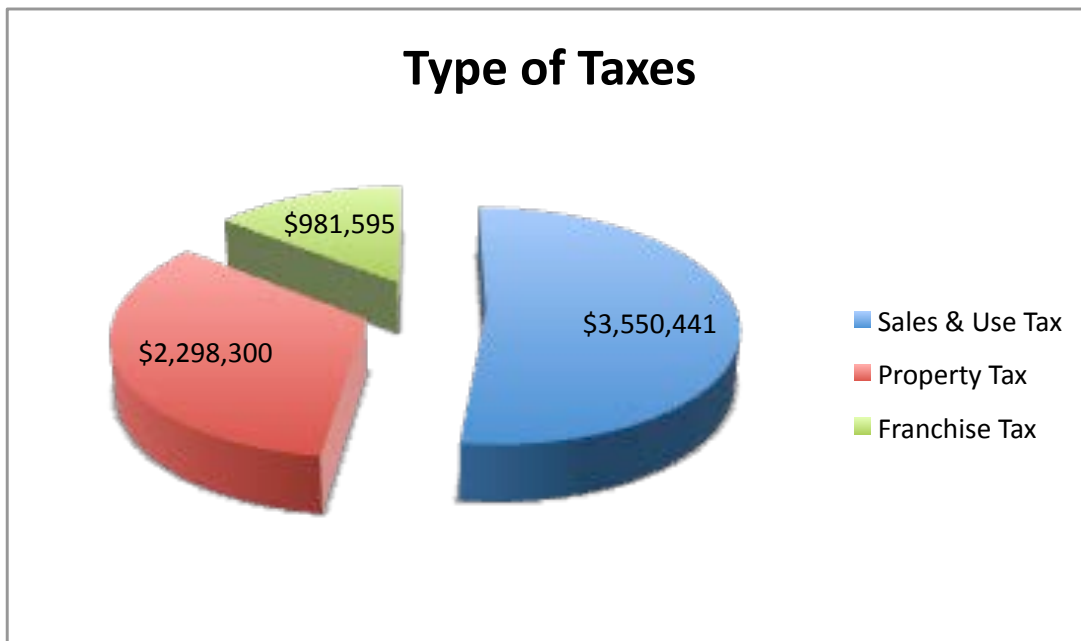
The following graph illustrates the percentage of each source:



As you can see from the chart above, taxes make up the largest source of revenue for the general fund. This is because the general fund is comprised of departments that provide services to the community such as parks and recreation, and police and fire protection that cannot generate sufficient sources of revenue on their own.

Taxes

As mentioned on the previous page, taxes make up the largest source of revenue for the general fund. There are three different types of taxes that make up this category: Sales & Use Tax, Property Tax, and Franchise Tax.



SALES & USE TAXES

Taxes imposed upon the sale or consumption of goods and/or services, and paid by the general public as an addition to the sale price of retail purchases. All such sales taxes collected by the retail merchants are remitted to the State Tax Commission, which in turn reallocates the taxes to the local governmental units participating.

The sales tax rate on most items is 6.25%, 7.25% for prepared foods. Did you know that Washington City’s portion of the sales tax rate is only 1%?

PROPERTY TAXES

Property Taxes include General Property Taxes, Delinquent Prior Year Taxes, Fee-In-Lieu of Personal Property Taxes and Penalties and Interest on Delinquent Taxes.

General Property Taxes - Current. Ad valorem taxes levied on an assessed valuation of real and personal property in the current year. These taxes are collected by the county treasurer and remitted by him to the taxing unit for which they were collected.

Prior Years' Taxes – Delinquent. Includes the taxes collected by the county treasurer which were levied for general property taxes in prior years but had remained uncollected at the close of the year of assessment.

Fee-in-Lieu of Personal Property Taxes. The fee collected in lieu of taxes on personal property (i.e. autos, boats, RVs, etc.)

Penalties and Interest on Delinquent Taxes. Includes all money received from the county treasurer as a result of penalties and interest charged against property owners for delinquencies in paying property taxes.

Did You Know?

Residents of Washington City are also subject to property tax imposed by the County, State and Local School Funds, Water Conservancy District, and Coral Canyon Special Service District if you live in Coral Canyon.

For 2012 the property tax rates applicable are:

Washington City	.001711
Coral Canyon Special Service District	.003000
Washington County	.002093
Washington County School District	.008227
Washington County Water Conservancy	.000993
Mosquito Abatement and Control	.000039

As you can see, Washington City receives only a small percentage of property taxes collected.

Washington City has only increased property taxes once in the past 20 years.

The rate Washington City has imposed is the lowest property tax rate among our surrounding cities and ranks 7th overall among the 15 cities and towns that impose a property tax in our county with only Virgin, Toquerville, Springdale, Rockdale, Leeds and New Harmony with lower rates.

According to the County Assessors office, the average home valuation in Washington City is around \$218,600. If this is your primary residence then you are taxed at 55% of the assessed market value. Washington City's tax rate is currently .001711. The following shows the tax calculation: $\$218,600 \times 55\% = \$120,230 \times .001711 = \205.71

FRANCHISE TAXES

Taxes imposed upon privately-owned utilities which have been given a franchise to operate in the governmental entity, using the governmental unit's property for standards, wiring, underground pipes, etc. A separate revenue account may be set up for each type of utility company. The following is a list of the current franchise rates that apply to utilities in Washington City:

Washington Power	6%	Questar	5%
Pacificorp	5%	Baja	5%
Dixie Escalante	6%	Century Link	3%

TAX REVENUE FORECASTING

The methods used by Washington City in forecasting revenue in all areas of taxes is to view and evaluate historical trends in tax revenues based on report data and financial statements to determine a formula for growth or decline and to coordinate that information with other city departments so that we may factor in population growth forecasts as well.

Additional Revenue Sources

INTERGOVERNMENTAL REVENUE

Intergovernmental revenue is an amount due from another governmental unit. These amounts may represent grants-in-aid, shared taxes, taxes collected for the reporting unit by another government unit, loans, and charged for services rendered by the reporting unit for another government.

LICENSES AND FEES

This revenue source is comprised of the charges for licenses for a company or individual to do business in Washington City. Also included would be the fees charged to vendors or businesses attending special events or doing one-time business within the city. The city also charges a license fee for pets within the city limits. Licenses and fees bring in about 3% of the total General Fund revenue for the city.

FINES AND FORFEITURES

This source of revenue is collected by the city’s municipal court for infractions of the law and for forfeitures of bail that has been posted in certain court cases. Although a small percentage these revenues still represent about 3% of General Fund revenue.

CHARGES FOR SERVICES

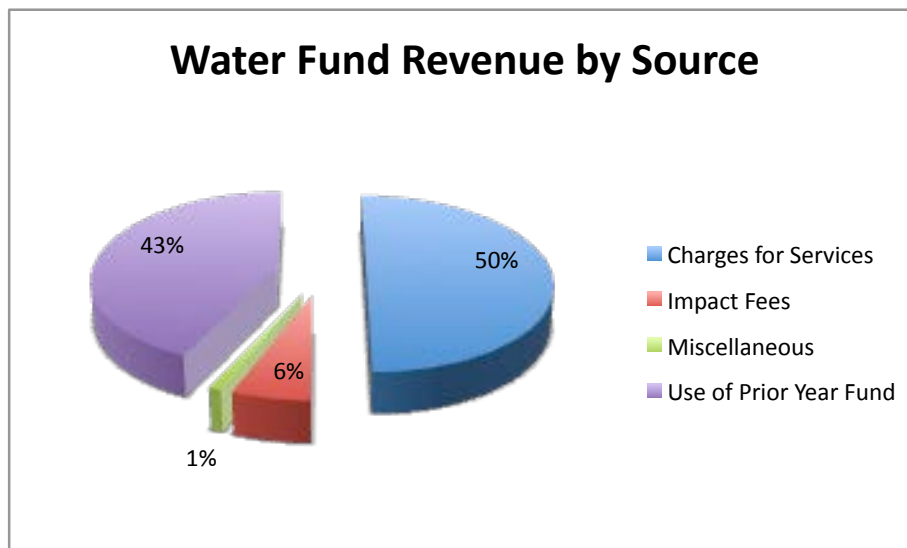
Charges for Services currently comprise 10% of the revenue for the city in the General Fund. These are charges to the residents and landowners of Washington City for city provided services such as, water and sewer service, electrical service and solid waste collection. Examples of these charges along with explanations can be seen in the three following charts showing the Water Fund, Sewer Fund and Power Fund.

REVENUE FORECASTING FOR OTHER SOURCES OF REVENUE

Revenue forecasts for the categories found in additional revenue sources for the city’s General Fund come mainly from population growth figures based on historical data maintained by Washington City’s Community Development Department.

WATER FUND

The Water Fund is an enterprise fund and is used to account for the revenues and expenditures of the City’s water utility. The water utility operates like a private business; it is supported by the revenues it earns from providing water for the residents of Washington City. The water utility has two main operating components, water treatment and water distribution. The treatment side oversees the water treatment plant, wells and water storage tanks. The distribution side is responsible for the maintenance of the water lines that distribute the water throughout the community.

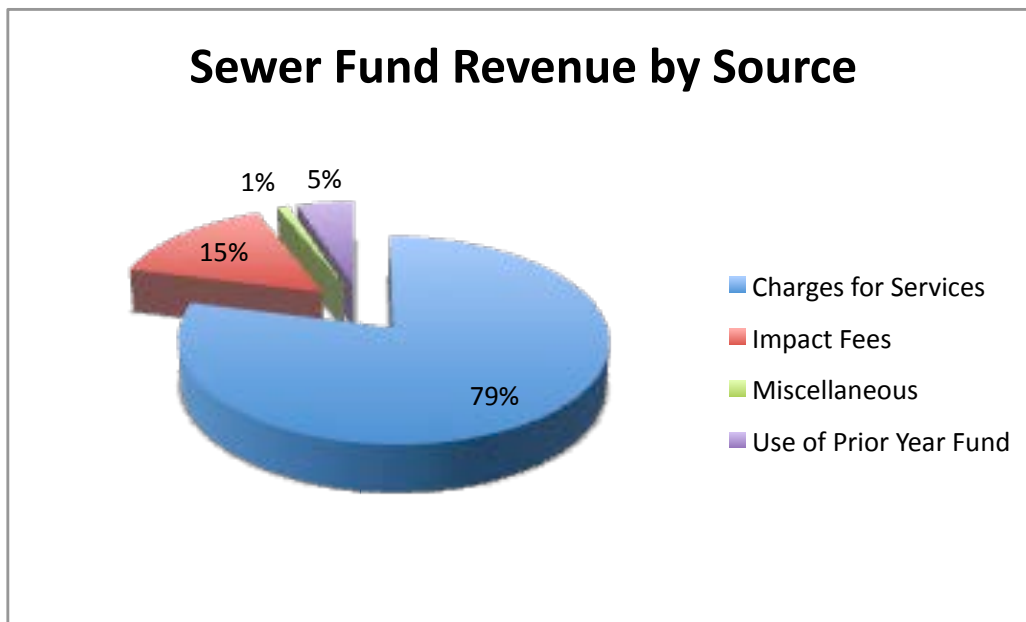


The revenues that sustain the water fund can be broken into three categories. charges for services including such items as water sales and connect fees; miscellaneous revenue including items such as interest earnings, penalties and other miscellaneous revenue; restricted revenue comprised of water impact fees. The restricted revenue can only be used to fund capital improvements that are needed to the water system as a direct result of growth.

SEWER FUND

The Sewer Fund is an enterprise fund and is used to account for the revenues and expenditures of the City's sewer utility. The sewer utility operates like a private business; it is supported by the revenues it earns from providing sewer service for the residents of Washington City.

The sewer utility collects user fees for both the collection and treatment of the sewer for residents in Washington City but transfers 100% of the treatment fees to the City of St. George who operates and maintains the treatment plant. Washington City only oversees the operation and maintenance of the sewer collection lines.



The revenues that sustain the sewer fund can be broken into three categories, charges for services including such items as sewer treatment and collection fees and connect fees; miscellaneous revenue including items such as interest earnings, penalties and other miscellaneous revenue; restricted revenue comprised of sewer impact fees. The restricted revenue can only be used to fund capital improvements that are needed to the sewer system as a direct result of growth.

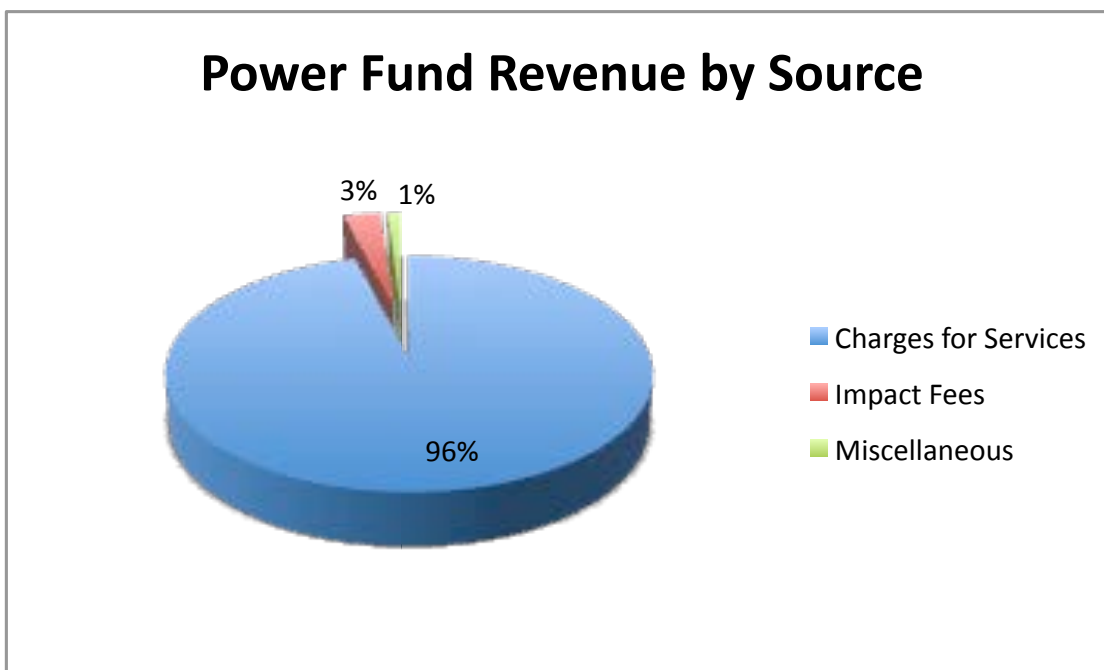
REVENUE PROJECTIONS

Revenue projections for the sewer fund are done in much the same way as revenues for the other funds discussed here. Historical data of the number of sewer connections the city has and formulate in the growth projections, as determined by the city's Community Development Department, to determine the revenue totals for the year for the Sewer Fund.

POWER FUND

The Electric Fund is an enterprise fund and is used to account for the revenues and expenditures of the City's electric utility. The electric utility operates like a private business; it is supported by the revenues it earns from providing electric service to the residents of Washington City.

The service area for the electric utility only includes the area North of the Virgin River. Dixie Escalante Electric provides the electric service for the remaining area South of the river.



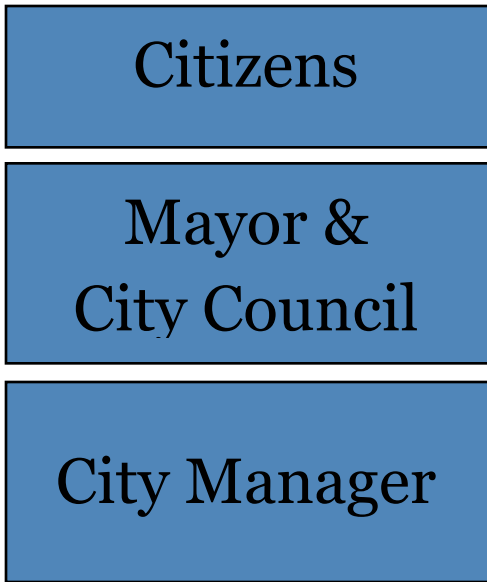
The revenues that sustain the power fund can be broken into three categories. Charges for services, including such items as electric sales and connect fees, miscellaneous revenue, including such items as interest earnings, penalties and other miscellaneous revenues and restricted revenue, which is comprised of power impact fees. The restricted revenue can only be used to fund capital improvements that are needed to the power system as a direct result of growth.

REVENUE PROJECTIONS

As with the revenue projections for other city funds the projections in the Power Fund are based mainly on historical data plus the growth projections provided by the Community Development Department.

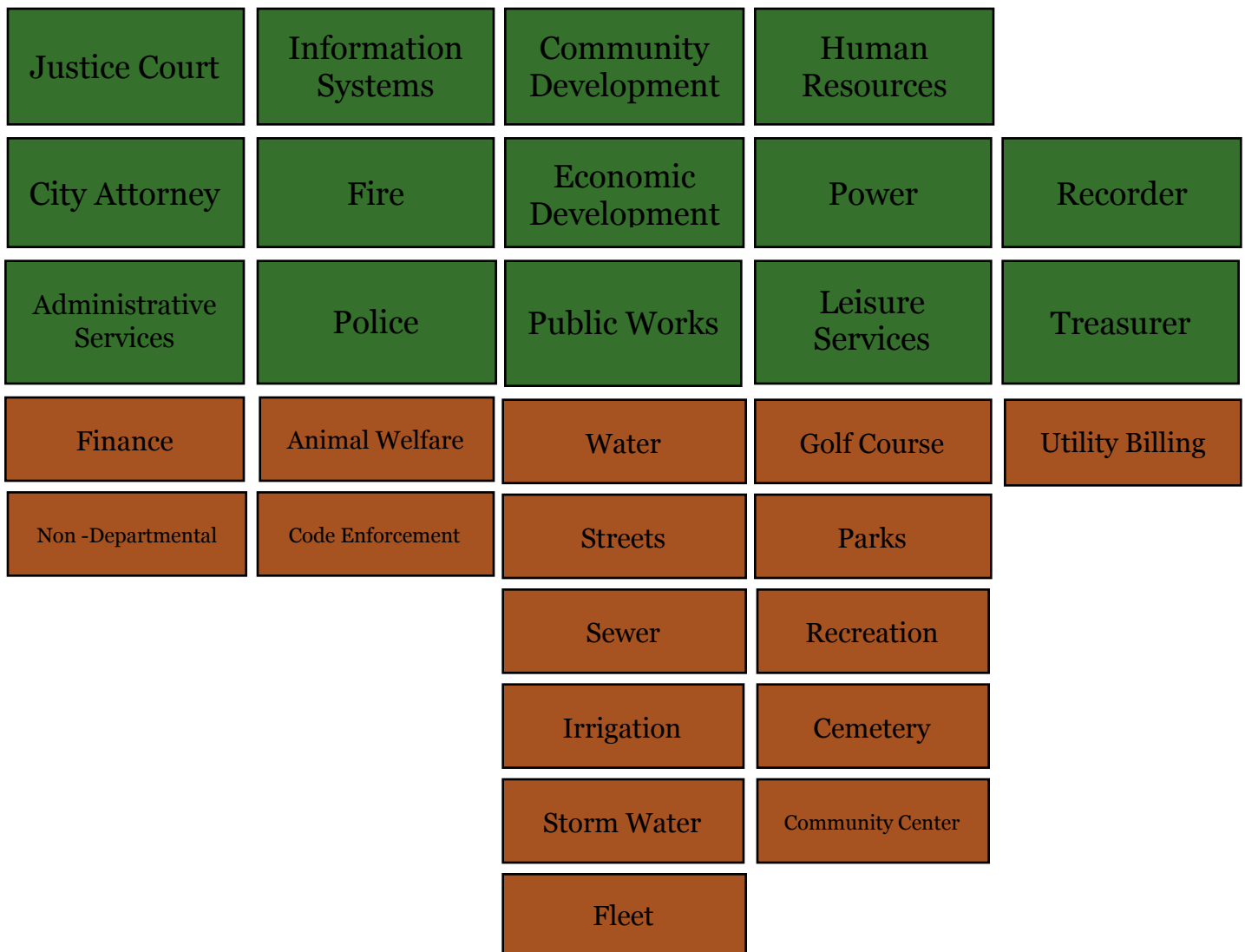


Department Overviews

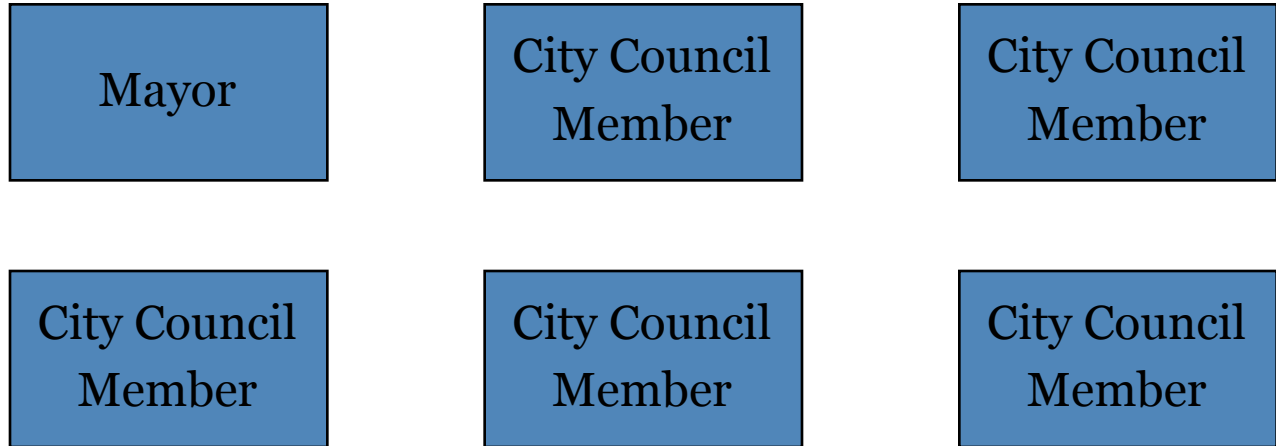


Washington City Organizational Chart

Employees	Full-Time	Part-Time/ Seasonal
2014	126	270
2015	127	263
2016	130	302



Legislative Council Organizational Chart



Legislative Council

Services Provided:

The overall fiscal responsibility and accountability of a city rests with its governing body. Even though specific fiscal responsibilities are given by law to specific elected or appointed city officials, the governing body, through their powers to appoint, review and prescribe rules and regulations, are responsible for the overall fiscal affairs of the city.

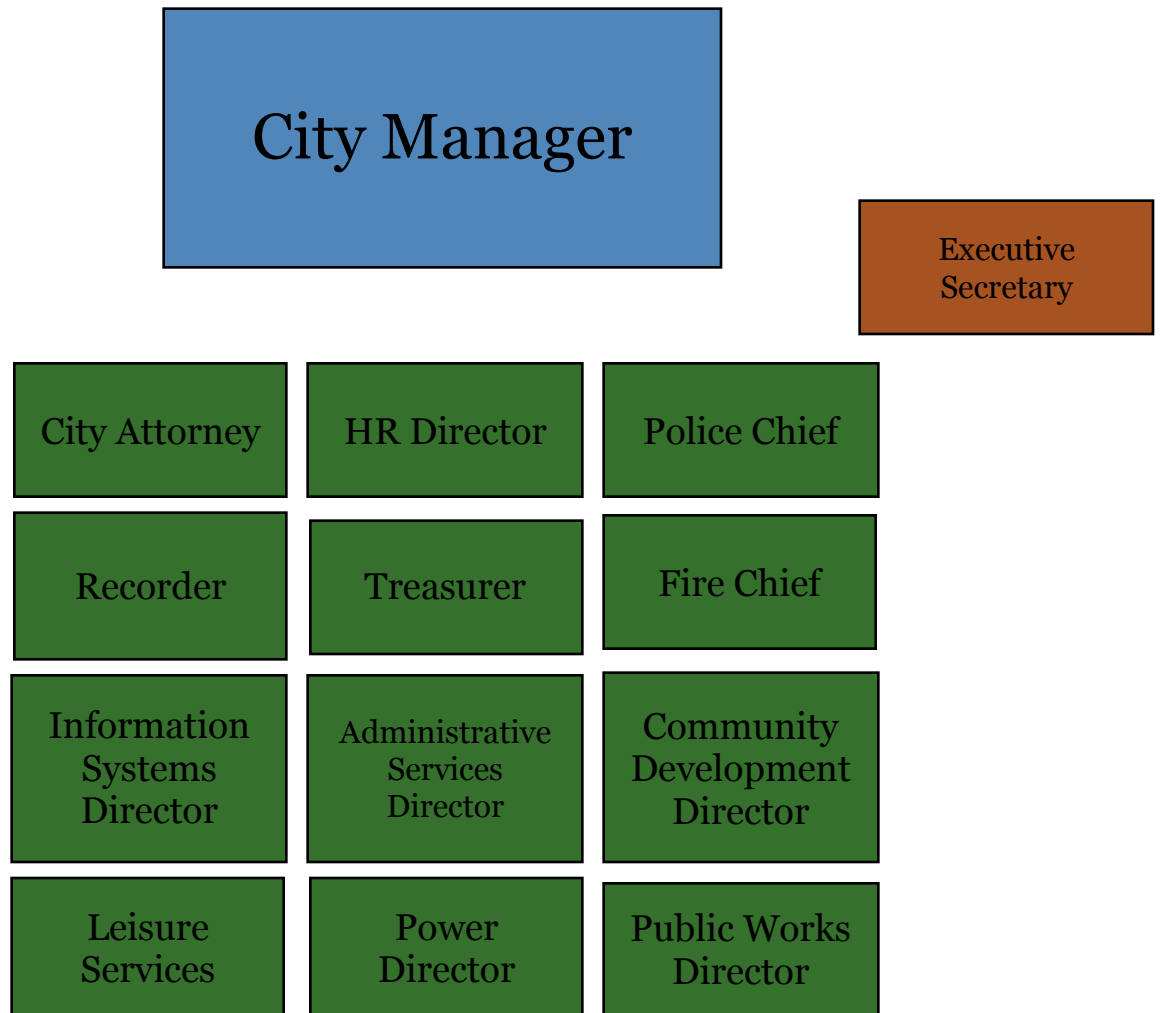
The mayor, with the advice and consent of the council in third, fourth, and fifth class cities and cities with the optional council–mayor form of government, appoints the city recorder and treasurer and other city officials, as specified.

Washington - Expenses

Funds Filter: General Fund
Departments Filter: Legislative

Object Category	2014-15 Actual	2015-16 Original Budget	2015-16 Final Budget	2016-17 Budget
Personnel	\$ 102,453	\$ 102,010	\$ 102,010	\$ 102,010
Materials & Supplies	20,571	32,225	32,125	28,330
Sundry Expenses	6,334	11,850	9,350	9,350
Services	300	400	300	500
Costs Allocated In (Out)	0	0	-47,609	-55,991
Total	\$ 129,658	\$ 146,485	\$ 96,176	\$ 84,199

City Manager Organizational Chart



City Manager

Services Provided:

The City Manager is the administrative head of the government of the city under the direction and control of the Mayor and City Council. The department is responsible for the efficient administration of all affairs of the city. In addition to his general powers as administrative head, the department has powers in dealing with: law enforcement, authority over employees, appointment and removal of employees, administrative reorganization of offices, ordinances, attendance at City Council meetings, financial reports, providing a budget and salary plan, expenditure control and purchasing, investigations and complaints, public buildings, and additional assignments as deemed necessary by the Mayor and City Council.



Department Overview:

2016 saw the opening of the Sullivan park soccer complex as well as the opening of the new police station. These were large projects that required the assistance of management in providing bonding support as well as management oversight. In 2016, the management office signed an agreement with the Buxton Corporation, who will provide data referral support to commercial businesses that might be interested in locating in Washington City.

Fiscal Year 2016 Accomplishments:

- Sullivan Park soccer complex completed
- New police station completed
- Buxton agreement for economic development
- Reorganized the economic development efforts and strategies for the city.
- Started a major revision of the City's General Plan
- Started a major revision of the City's Strategic Plan
- Opened up the Veyo Waste Heat Recovery project for our municipal power.

City Manager

Fiscal Year 2017 Goals:

- Complete the General Plan
- Complete the Strategic Plan
- Improve the business processes associated with the building department
- Make recommendations on a plan to balance open space and development in the fields
- Expand the economic development efforts in the community

Key Trends/Challenges:

Trends:

We continue to grow in residential and commercial development

Challenges:

Need to expand our commercial base at a faster rate.

Future Outlook:

Residential and commercial growth is necessary for us to continue to enjoy the strong development and responsive nature of our organization. Although it appears that this trend will continue for the upcoming year, growth dependent resources can be concerning for the long run.



City Manager & Economic Development

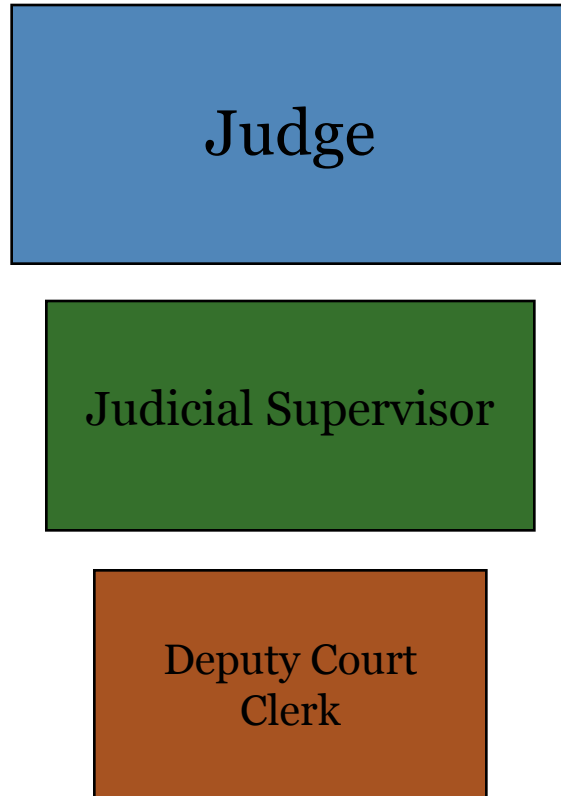
Washington - Expenses

Funds Filter: General Fund

Departments Filter: Economic Development, City Manager

Object Category	2014-15 Actual	2015-16 Original Budget	2015-16 Final Budget	2016-17 Budget
Personnel	\$ 79,634	\$ 98,266	\$ 98,266	\$ 106,804
Materials & Supplies	38,003	33,138	42,450	33,320
Services	3,521	6,650	36,650	65,650
Sundry Expenses	231	100	100	150
Capital Outlay	0	0	0	100
Costs Allocated In (Out)	0	0	-36,709	-44,644
Total	\$ 121,389	\$ 138,154	\$ 140,757	\$ 161,380

Justice Court Organizational Chart



Justice Court

Services Provided:

Washington City Justice Court provides judicial services for any citation issued within Washington City limits that is a Class B or Class C Misdemeanor or an infraction. This includes things as severe as DUI, possession of marijuana, domestic assault and theft; traffic tickets; and things as minor as nuisance violations involving property issues or parking tickets. The court also accepts civil filings in the form of small claims. The court accepts payments for fines, monitors probation of individuals with long term sentences and gives citizens the opportunity to present their case to the judge upon request.

Department Overview:

Justice Court handled 2592 cases and brought in \$499,522.89 in gross fines of which \$327,729 was retained by the court. Justice court handles between 40-90 cases every Tuesday evening in court.

Fiscal Year 2016 Accomplishments:

- e-filing citations
- e-filing pleadings from attorneys
- user friendly website
- paperless court – all cases are scanned into the computer
- judge uses computer rather than paper in court
- video hearings with jails all over the state to avoid transport costs



Fiscal Year 2017 Goals:

- Increased efficiency in dealing with attorney pleadings (not all attorneys e-file)
- Continue to encourage and improve website use
- Efficiently handle the paper coming to the court for quick access

Key Trends/Challenges:

Large volume comes through quickly. Always need to stay on top of things so as to not get overwhelmed.

Future Outlook:

The court handles cases very effectively and in a manner most defendants appreciate. Going to court is not usually an experience that people desire but they are usually pleased with the way things are handled here by staff and judge. If you have to go to court this is the place to come. Plan to continue excellent customer service.

Justice Court

Washington - Expenses

Funds Filter: General Fund
Departments Filter: Judicial

Object Category	2014-15 Actual	2015-16 Original Budget	2015-16 Final Budget	2016-17 Budget
Personnel	\$ 137,487	\$ 148,886	\$ 148,886	\$ 152,425
Services	77,725	83,500	83,500	86,000
Materials & Supplies	8,469	8,750	8,750	7,400
Other Charges	6,084	6,000	6,000	6,000
Sundry Expenses	2,167	500	500	500
Total	\$ 231,932	\$ 247,636	\$ 247,636	\$ 252,325

Human Resources Organizational Chart



Human Resources Department

Services Provided:

The purpose of having a human resources department is to establish, develop, maintain, and communicate office policies throughout the entire company and to represent, help, advise, and consult with the employees, while simultaneously keeping the overall best interests of the company in mind. A human resource department develops hiring plans and recruiting policies, as well as handles compensation and salary administration. It also works for affirmative action and handles employee relations, separations, contracts, performance reviews, benefits, 401k and pension plans. Most human resource departments also develop official documentation, workplace ethics/code of conduct, employee handbooks, and employee training programs, award/reward programs and community connections as well. The human resource department of a business not only helps to maintain the most important asset of the company – the employees – but it also helps in protecting employee rights as well.



Department Overview:

This year we introduced the employee pay plan with the intentions of improving efficiency and productivity. We also introduced the employee development plan with the intentions of assisting motivated employees with an upward opportunity within the City. In addition we adopted a pay plan that will recognize employees for efficiency, productivity, and good customer service.

Fiscal Year 2016 Accomplishments:

- Implementation of the Employee Pay Plan
- Introduction to the Employee Development Plan
- Enhance Supervisor Trainings
- Continuation of consistent/competitive benefit, and compensation plan

Human Resources Department

Fiscal Year 2017 Goals:

- Enhance Supervisor Trainings—A successful training program is always a work in progress. Having supervisors that are well trained will help make our employees more productive. If our supervisors are well informed and know the processes and are also skilled in communication he/she will be more effective in insuring smooth running operations.
- Continuation of an ongoing, consistent pay plan—We can improve efficiency and productivity when we recognize employees for efficiency, productivity, and good customer service. Employee performance can be improved through pay related incentives, and signals a move away from entitlements.
- Strengthen the Employee Development —The purpose of the plan is to better assist employees in career and personal development. Its primary purpose is to help employees reach short and long-term career goals, and to provide an opportunity for progress upward within the organization.

Key Trends/Challenges:

The Human Resources department seeks out ways in which the business could be improved upon or the working conditions could be enhanced. I anticipate that within the next few years, our department trends/challenges will be as follows:

- Meeting the staffing needs within each department of the City.
- Strengthening employer–employee relationships.
- Enhancing employee–supervisor trainings.
- Assure that we are offering competitive/comparable compensation and benefit packages.
- Maintaining an ongoing, consistent pay plan.
- Strengthen the Employee Development Plan.
- Invest in the greatest asset to our City (our employees).

Future Outlook:

Strive to become the “employer of choice”. It is well within our capabilities to become the company employees are happy to be a part of and the company for which others want to work. We can accomplish this by continuing to strengthen employer–employee relationships, offering innovating compensation and benefits packages and investing in employees.

Human Resources Department

Washington - Expenses

Funds Filter: General Fund

Departments Filter: Human Resources

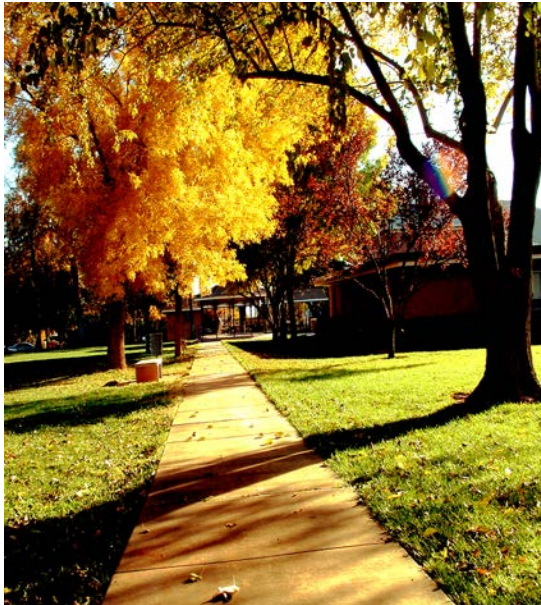
Object Category	2014-15 Actual	2015-16 Original Budget	2015-16 Final Budget	2016-17 Budget
Other Charges	\$ 136,398	\$ 161,953	\$ 151,953	\$ 161,953
Personnel	53,233	54,944	54,944	76,721
Services	29,477	39,550	36,852	42,300
Sundry Expenses	9,381	16,100	15,100	13,000
Materials & Supplies	8,075	14,895	8,280	11,685
Costs Allocated In (Out)	0	0	-88,450	-123,270
Total	\$ 236,564	\$ 287,442	\$ 178,679	\$ 182,389

City Recorder Organizational Chart

City Recorder

Deputy Recorder

City Recorder



Services Provided:

The City Recorder is the keeper of the community archives and is responsible for the preservation and management of official records. Duties include keeping the proceedings of meetings, public hearings, and formal actions of the Municipal Council, as well as managing and preserving the official records and papers of the City, including cemetery records. The Recorder is the City Election Officer, coordinating municipal elections, which are held during odd-number years. The Recorder also administers oaths to newly elected officials as well as appointed commissioners and board members. Business licensing approval, maintenance and issuing also fall under this department.

Department Overview:

During this past year the Recorder's office updated and confirmed with the Utah State Tax Commission all business in Washington City are in compliance with State Code. A comparison has been completed on all Veterans in our cemetery with our data base. The information has been compiled and sent on to the elementary schools for their flags being placed on graves for Veterans Day.

Fiscal Year 2016 Accomplishments:

- Created Welcome to Washington City packets for all new businesses
- Business License Sales Tax
- Updated Veterans Data Base
- Presented an option for Vote by Mail

Fiscal Year 2017 Goals:

- Work toward a Business Friendly City
- Scan all minutes to be place on city website

City Recorder

Key Trends/Challenges:

Reviewing with citizens city ordinances, policy and procedures, and other departments to help be a Business Friendly community.

Future Outlook:

Utah's Governor Herbert asked in 2013 that cities follow the state's lead to review existing business regulations as part of the effort to maintain our state's ranking by Forbes, and many others, as the Best State for Business and Careers, and one of the nation's best economies. In that spirit, Governor Herbert, the Utah League of Cities and Towns, and the Salt Lake Chamber partnered together in 2016 to promote streamlined regulations at the local level and provide cities with a new framework to achieve the "Utah Governor's Business Friendly Community

The Recorder's office will continue working toward becoming a "Business Friendly" community.

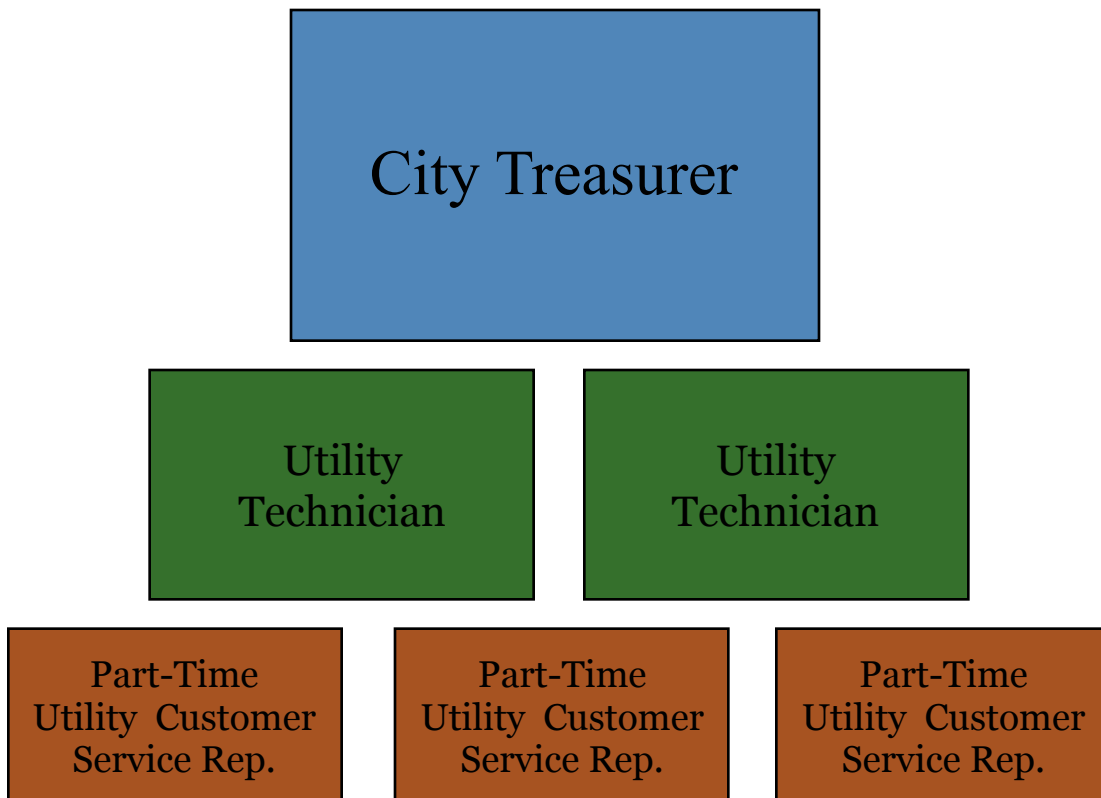
City Recorder

Washington - Expenses

Funds Filter: General Fund
Departments Filter: Recorder

Object Category	2014-15 Actual	2015-16 Original Budget	2015-16 Final Budget	2016-17 Budget
Personnel	\$ 111,671	\$ 110,919	\$ 110,919	\$ 113,851
Special Dept Material/Supplies	4,737	38,000	28,000	5,000
Materials & Supplies	7,995	13,600	12,050	12,400
Services	3,194	7,600	7,600	7,600
Costs Allocated In (Out)	0	0	-52,505	-55,997
Total	\$ 127,597	\$ 170,119	\$ 106,064	\$ 82,854

Treasurer's Office Organizational Chart



City Treasurer

Services Provided:

Washington City's Treasurer's Office is responsible for all receipts coming into the city from various sources. This department makes certain that proper procedures are in place and followed in the counting, handling, receipting and depositing of all monies coming to Washington City. The Treasurer's Office follows through with assigning and transferring money to the proper funds to help maintain and improve the services provided by the city to its citizens.



Department Overview: The utilities office falls under the supervision of the Treasurer's Department. In FY 2016 the utilities office handled almost 100,000 payments for Washington City utility customers. We opened up over 600 new utility accounts. In addition our office assisted customers with over 400 payments for building permits, almost 250 payments for business licenses plus various miscellaneous payments for other city services. The utility office also sent out over 100,000 billing statements to the city's utility customers. With the introduction of the curbside recycling program our office took over supervision and billing for that service in addition to the other utility services offered through Washington City. The treasurer's office continued management of the city's revenues with over \$45,000,000 coming in in FY 2016. We also oversaw the city's bond debt and the investment of the city's discretionary funds to.

Fiscal Year 2016 Accomplishments:

- Improved customer service and reduced utility shutoff numbers by making personal contact with most of the customers that were in danger of having utilities shut off.
- Increased efficiency in the office by utilizing a lockbox to receive personal and company checks as payment forms.
- Continued training in cash handling and internal controls to safely protect the city's most liquid assets.
- Earned a much higher rate of return on the city's investments by utilizing legal, outside sources for investment thus saving potential tax and fee increases on city services.

City Treasurer

Fiscal Year 2017 Goals:

- Continue to increase customer service and communication through more and better personal contact with the customers that we serve.
- Decrease the number of accounts that end up on our utility shut off list by ten percent.
- Management of the city's investment portfolio to earn a higher return on the city's money. Maximize return with minimum risk.
- Make the utility application and disconnect procedures more customer friendly through the use of more customer friendly online forms and in house forms. "

Key Trends/Challenges:

The key challenges that we always face in the utility office is growth. More customers means more personalized service and better communication. We need to be the most efficient that we can be in our office because we are always in the situation of doing more with less. Communicating valuable and timely information to our customers will always be a challenge and we intend to explore numerous ways to improve that communication. The trend has been for years and will continue to be growth and our challenge is to learn better ways to continue to deal with it.

Future Outlook:

The future outlook in the Treasurer's office is great. Our utility office continues to handle the growth that we are having in a most efficient way and always looking for ways to improve on that. The city is in excellent financial condition and anticipates to continue that trend through wise money management techniques and policies. All in all we are excited to be a part of the growth in Washington City.

Treasurer's Office

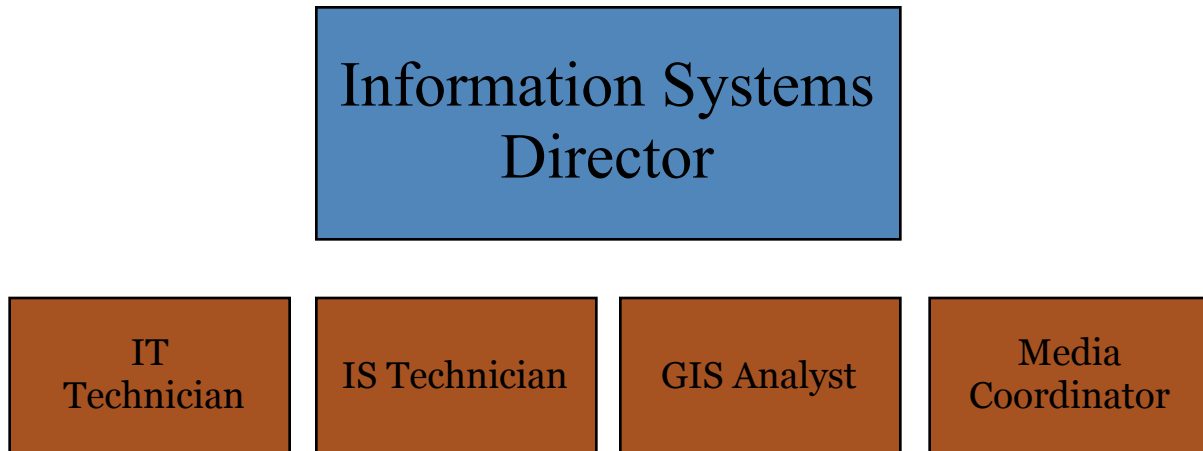
Washington - Expenses

Funds Filter: General Fund

Departments Filter: Treasurer, Utility Department

Object Category	2014-15 Actual	2015-16 Original Budget	2015-16 Final Budget	2016-17 Budget
Other Charges	\$ 115,651	\$ 121,650	\$ 131,650	\$ 120,000
Materials & Supplies	53,731	59,900	64,900	60,100
Services	49,314	54,949	54,949	47,150
Personnel	31,855	29,131	29,131	30,100
Sundry Expenses	0	0	0	200
Costs Allocated In (Out)	0	0	-87,955	-103,868
Total	\$ 250,551	\$ 265,630	\$ 192,675	\$ 153,682

Information Systems Organizational Chart



Information Services Department

Services Provided:

The Information Services Department provides for the data, collaboration, and reference technology needs of the city. We aim to provide tools and practices to utilize and collaborate with the vast amounts of data needed for a city to function. This is done from the Wide Area Network down to the desktop application.

Department Overview:

In fiscal year 2016 the Information Technology/Geographic Information Systems Department grew and reorganized to better serve the current needs of City functions. We are now known as Information Services. A major highlight of the year was the release of our more organized, simpler, and mobile friendly website at washingtoncity.org. We also expanded our network to nearly every City facility using fiber and high speed wireless bridging solutions. Our online subscribed audience grew by over 6700 subscribers to reach 16074. This was accomplished by creating the email based newsletter.

Fiscal Year 2016 Accomplishments:

- Released more organized, simpler, and mobile friendly website.
- Reorganized Department.
- Expanded City network to include nearly all facilities.
- Grew the number of paperless field processes by 4
- Started rolling out online form processes to simplify customer interaction.
- Online interactions Website/Facebook/Twitter 1,926,534.
- Increased subscribed audience base by 6700 through the release of our email newsletter total subscribers now 16074.
- GIS Data increased by 9599 records from 126, 046 to 135,645.
- GIS map views 24,666.

Fiscal Year 2017 Goals:

- Significantly increase number of online forms and related processes available for the public
- Create a general purpose document management solution for records
- Grow paperless workflow for field personnel
- Revamp news section of website for better content and readability
- Provide staff development classes that will increase efficient technology use

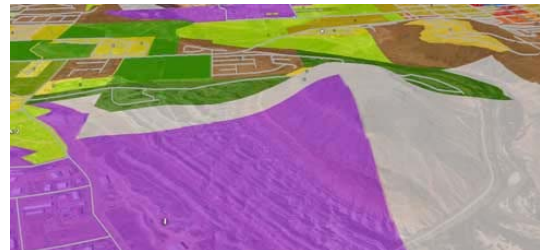
Information Systems

Key Trends/Challenges:

A major key trend faced is the growing amount of digital data. With this growth we must maintain reliable, fast, and simple ways to use this data. We must also maintain the integrity of this data ensuring that it does not get destroyed. Information Security is a growing threat that we must deal with going forward.

Future Outlook:

In the future we will need to expand our network and resources to be able to facilitate the rest of the services that are moving to the digital realm. In doing this we'll have to continue leveraging off site services and resources commonly referred to as the Cloud. This will present many challenges in security, GIS, networking, staff development, media production, and most of all application development. We have planned and have received support for most of the resources to begin the transition to meet these challenges and will continue to look to the future and plan for future challenges.

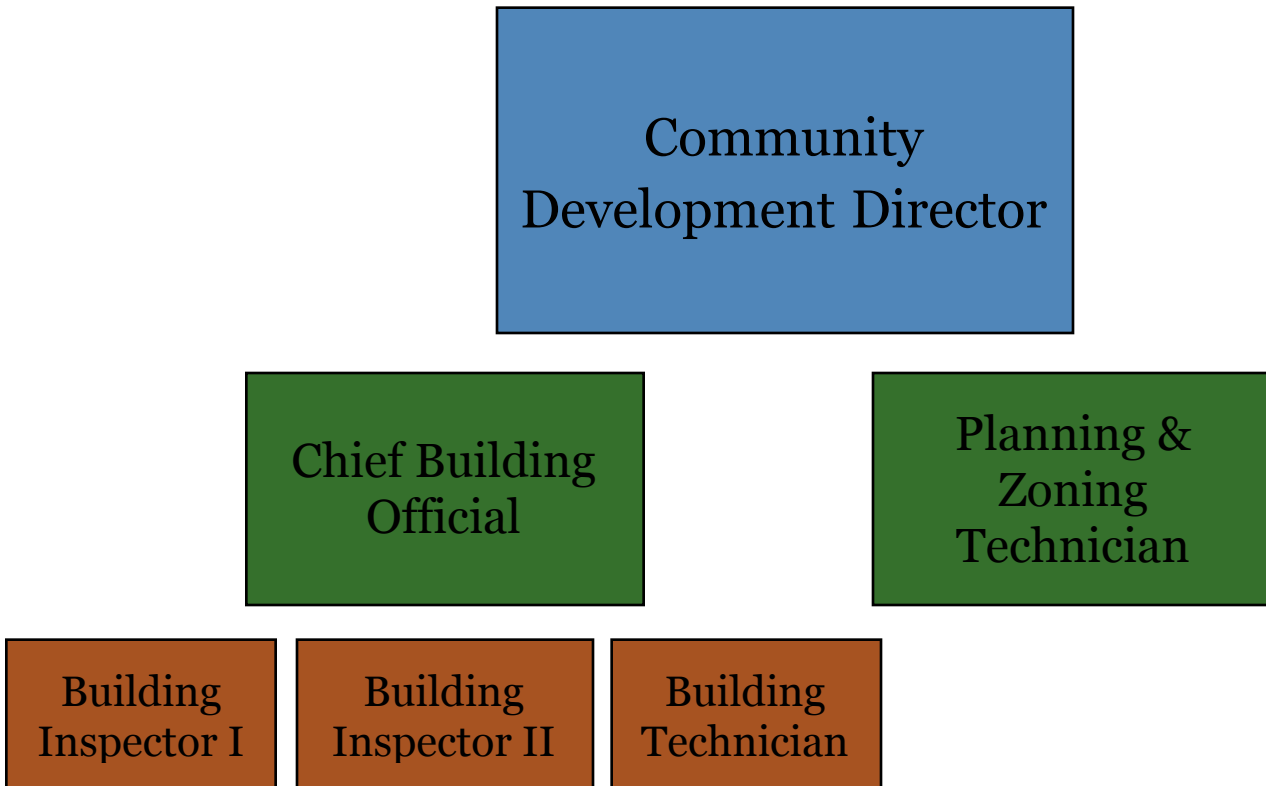


Washington - Expenses

Funds Filter: General Fund
Departments Filter: Information Systems

Object Category	2014-15 Actual	2015-16 Original Budget	2015-16 Final Budget	2016-17 Budget
Personnel	\$ 84,034	\$ 109,875	\$ 109,875	\$ 123,695
Materials & Supplies	34,064	44,360	44,360	42,100
Services	7,467	7,875	7,875	9,029
Sundry Expenses	549	700	700	1,000
Costs Allocated In (Out)	0	0	-53,909	-70,908
Total	\$ 126,114	\$ 162,810	\$ 108,901	\$ 104,916

Community Development Organizational Chart



Community Development Department

Services Provided:

The Community Development Department is responsible for the implementation of the city adopted codes as it relates to planning, development and building, throughout the city. Those responsibilities include, but are not limited to, the review and issuance of building permits with associated inspections, the issuing and verification of addresses, the tracking of land use applications for request such as zone changes, conditional use permits, temporary use permits, subdivision platting and other public land dedications.

Department Overview:

The Community Development Department, which consist of the Planning and Zoning Department and the Building Department, was busy this past year processing permits and applications. The Building Department had a record year in the total number of combined permits and had the third highest number of new residential permits (new homes) in the history of Washington City.



Fiscal Year 2016 Accomplishments:

- The Building Department had a record year in the total number of permits issued. 687 permits were issued within the city. The total number of new home permits was the third highest with 402 permits issued. It was a busy, but great year for new growth.
- The Planning and Zoning Department stayed almost equally as busy, in processing a large number of applications which consisted of: General Plan Amendments = 5, Zone Changes = 15, Conditional Use Permits = 8, Temporary Use Permits = 22, Subdivision applications = 14 (which platted over 260 new parcels within the city).

Community Development Department

Fiscal Year 2017 Goals:

- Push out "on-line" permit applications for building and planning and zoning
- Complete the process of updating the General Plan
- Continue to improve in the way we do business and improving our customer service

Key Trends/Challenges:

The key trends for our department are always economy driven. The economy and investment markets drive the development process in good ways or bad. As long as the economy stays in the direction it is currently in, the coming year will be as good (or even a little better) than last year. If a change occurs, it will most likely go backwards, and the current development trends will slow way down.

Future Outlook:

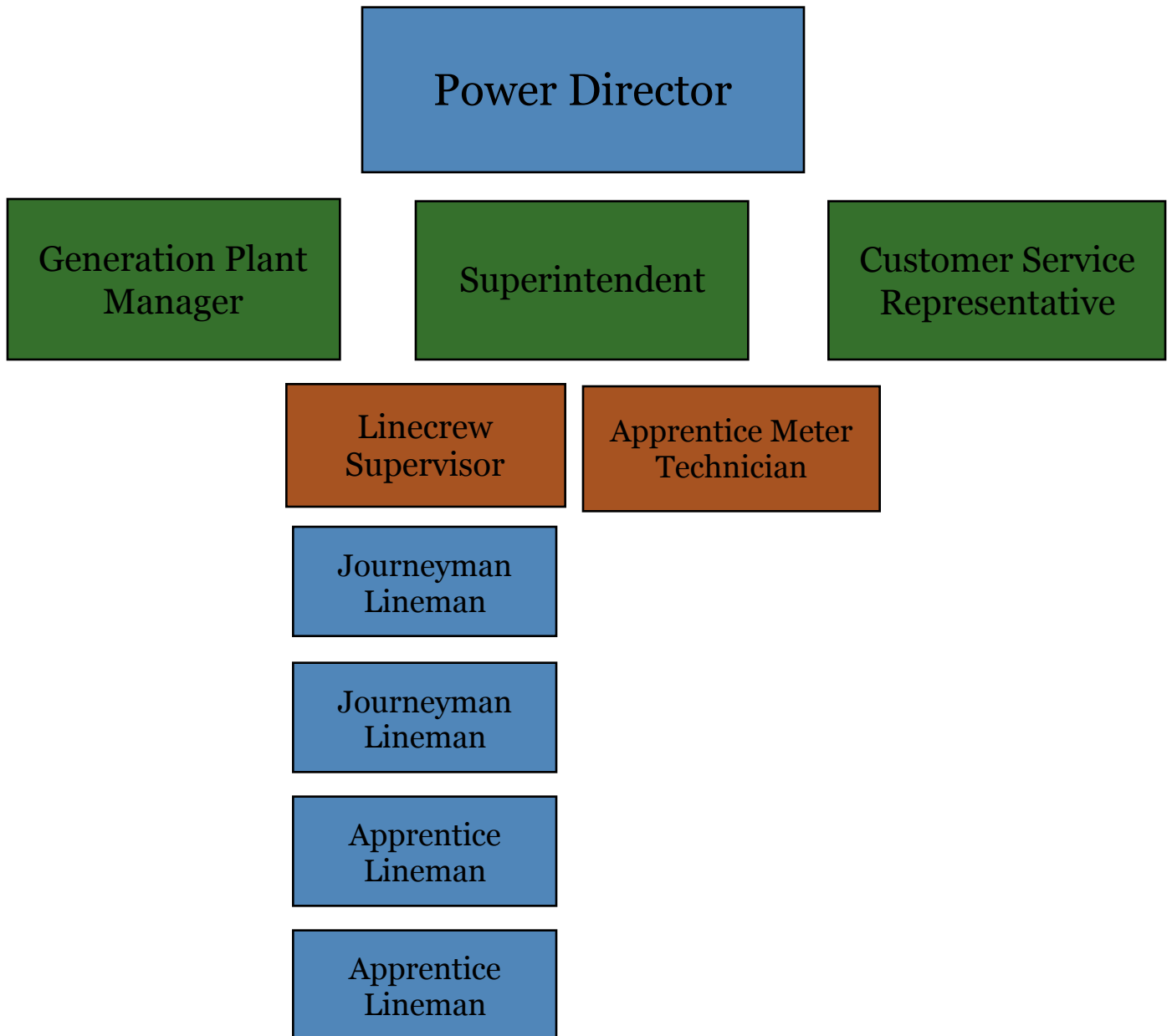
The Community Development Department sees the coming year as a bright and productive year. One that will continue to see growth in permits and development. Washington City has a lot to offer those looking for a place to call home and they will continue to find their way here.

Washington - Expenses

**Funds Filter: General Fund
Departments Filter: Community Development**

Object Category	2014-15 Actual	2015-16 Original Budget	2015-16 Final Budget	2016-17 Budget
Personnel	\$ 514,009	\$ 513,763	\$ 547,465	\$ 614,654
Materials & Supplies	25,955	34,525	35,425	49,235
Services	15,840	28,000	27,100	57,000
Sundry Expenses	224	1,000	1,000	1,700
Total	\$ 556,028	\$ 577,288	\$ 610,990	\$ 722,589

Power Department Organizational Chart



Power Department

Services Provided:

At present Washington City Power provides electrical service to over 6,000 customer accounts through 6 substations, thirty five miles of transmission lines and one hundred and twenty five miles of distribution lines both overhead and underground. We currently maintain over one thousand five hundred street lights as well as metering, tree trimming and line construction / maintenance or troubleshooting to restore customer service. The service territory of the electrical system encompasses about 50% of the area within Washington City limits. The remainder south of the river is served by Dixie Power.

Department Overview:

A good year for revenue and power purchase contracts that were executed to reduce costs.

Fiscal Year 2016 Accomplishments:

- Successfully implemented an interim rate adjustment to stabilize revenues.
- Responded to 239 work orders for trench inspections or transformer openings.
- Reviewed 183 accounts for proper setup and metering for billing purposes.
- Responded to 67 individual requests for street light repairs. Responded to 43 individual requests for tree trimming on customer property.
- Responded to 1,684 requests for blue stakes for new construction. Responded to 3,598 requests for electric service to utility customers.
- Replaced 22 wood poles on our distribution system that were rotting or broken.



Fiscal Year 2017 Goals:

- Complete installation and bring into service the main street to parkway transmission and distribution line to feed Northern Green Springs area.
- Provide future funding for the new Parkway substation.
- Hire new staff and provide additional training to handle customer and system load growth as well as maintain customer service."

Power Department



Key Trends/Challenges:

Continue maintaining revenue flows to provide for new infrastructure as outlined in the Capital Facilities Plan 2013.

Future Outlook:

Load growth and aging infrastructure along with aging or inexperienced staff and increased individual responsibilities appear to be our biggest challenges moving into the future.

Washington - Revenues

Funds Filter: Electric

Object Category	2014-15 Actual	2015-16 Original Budget	2015-16 Final Budget	2016-17 Budget
Enterprise Revenue	\$ 9,949,709	\$ 10,456,707	\$ 10,432,593	\$ 11,232,510
Special Fund Revenue	534,107	440,000	452,887	450,000
Miscellaneous Revenue	212,250	246,200	190,914	270,434
Contributions and Transfers	113,100	0	0	0
Total	\$ 10,809,166	\$ 11,142,907	\$ 11,076,394	\$ 11,952,944

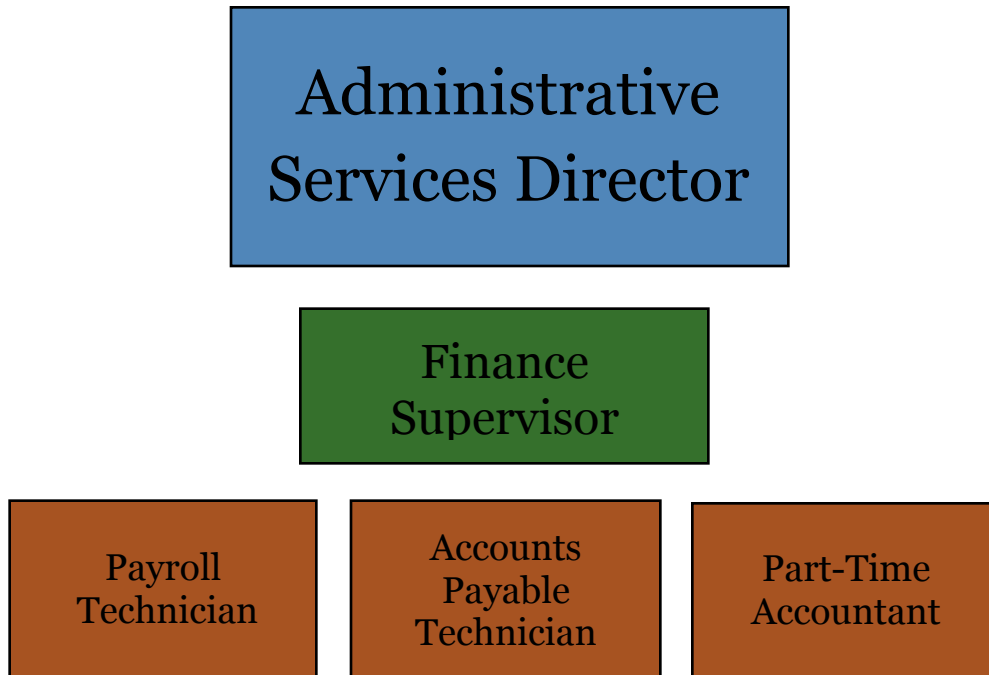
Power Department

Washington - Expenses

Funds Filter: Electric

Object Category	2014-15 Actual	2015-16 Original Budget	2015-16 Final Budget	2016-17 Budget
Special Dept Material/Supplies	\$ 7,491,793	\$ 7,720,490	\$ 7,336,294	\$ 8,000,602
Personnel	1,353,276	1,424,907	1,399,415	1,585,557
Debt Service/Depreciation	942,721	759,756	752,585	811,181
Capital Outlay	5,657	98,150	193,974	1,880,000
Materials & Supplies	171,255	157,700	126,577	151,216
Costs Allocated In (Out)	0	0	220,000	350,000
Services	110,042	105,000	115,511	105,000
Intergovernmental Charges	18,088	17,985	115,443	0
Other Charges	33,310	0	2,727	3,000
Sundry Expenses	3,342	5,000	4,215	5,000
Total	\$ 10,129,484	\$ 10,288,988	\$ 10,266,741	\$ 12,891,556

Finance Department Organizational Chart



Finance Department

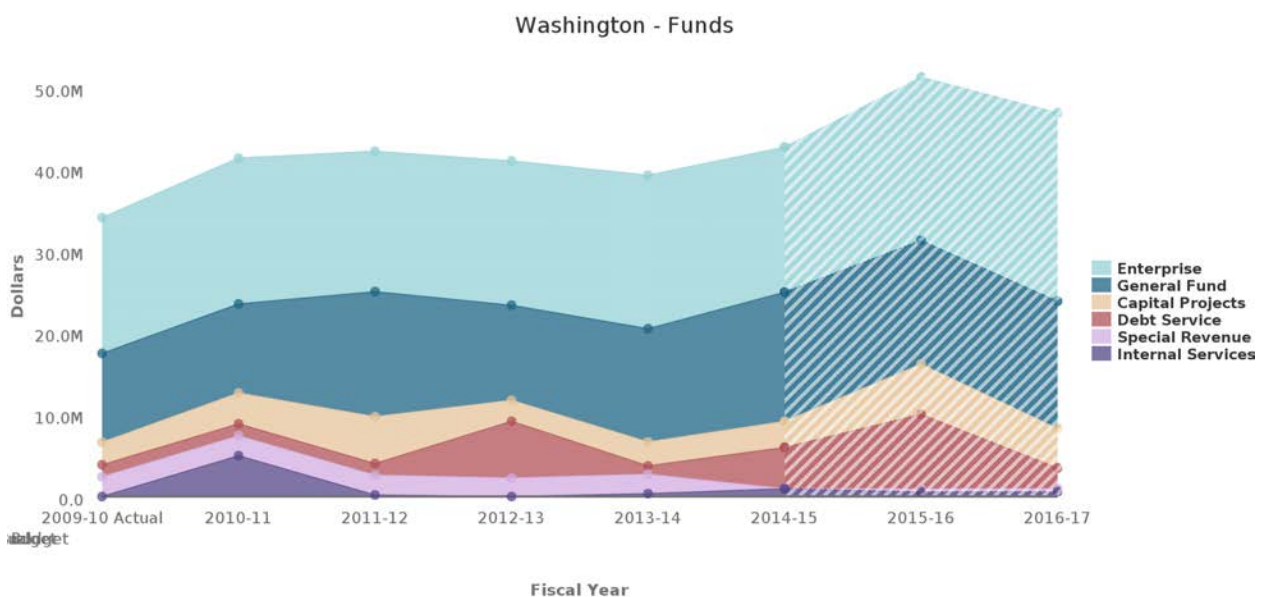
Services Provided:

The Finance department is responsible for providing services related to the planning, organizing, coordinating and expediting of the financial operations of the city including budgeting, auditing, accounting, purchasing, fixed assets, accounts payable and payroll. Financial oversight is provided for 11 Governmental funds and 6 Enterprise funds totaling over \$46 million.

Department Overview:

In 2016 we saw the implementation of a county wide sales tax of one-tenth of one percent, equivalent to one penny for every \$10. The voter approved tax has a 10 year window and will be used to support recreation, arts and parks (RAP). This new tax lead to the creation of a Special Revenue fund to track and account for the RAP tax.

This past year also saw the launch of our financial transparency dashboard. This interactive tool hosted by OpenGov, provides annual and current year reporting of the City's revenues and expenses and is designed to help the legislative body, staff, citizens and stakeholders understand how the City spends and receives money. At the touch of a button, users can create, analyze, and download customized reports summarizing up-to-date financial information.



Finance Department

Fiscal Year 2016 Accomplishments:

- "Launched financial transparency portal making available all the cities financial data from fiscal year 2010 thru fiscal year 2016. This includes over 448,000 transactions.
- Processed 3,983 accounts payable checks totaling over \$38 million.
- Received over \$13,000 in bank rewards as a result of our program to pay vendors via credit card in lieu of check as long as processing fees are not applied
- Implemented random monthly audits for credit card purchases and other financial transactions to enhance our risk management efforts
- Implemented paperless method for coding and submitting invoices to accounts payable

Fiscal Year 2017 Goals:

- Develop 3–5 year revenue and expense forecast
- Develop revenue policies for revenue diversification, fees and charges, use of one-time revenues and use of unpredictable revenues.
- Prepare to produce a comprehensive annual financial report (CAFR) for fiscal Year 2017.



Finance Department

Key Trends/Challenges:

The City continues to see steady residential growth that is out pacing our economic development efforts. With this brings declining revenue per capita increasing the challenges of maintaining the high quality of service our citizens have come to know and love in Washington City. We will continue to seek alternative revenue sources and innovative ways to improve efficiency.

Future Outlook:

Washington City's financial future is bright and full of stability. We are an organization that is very mindful of our stewardship and fiscal responsibilities. It is clear that during times of prosperity or when experiencing downturns, real time financial data, long--term financial strategies, trend analysis and forecasting models are essential tools for maintaining Financial health. Washington City is committed to honest budgeting, responsible spending, and financial transparency.

Washington - Expenses

Funds Filter: General Fund
Departments Filter: Finance

Object Category	2014-15 Actual	2015-16 Original Budget	2015-16 Final Budget	2016-17 Budget
Personnel	\$ 105,241	\$ 110,204	\$ 110,204	\$ 112,929
Services	47,483	55,000	56,149	60,580
Materials & Supplies	15,362	18,915	16,490	16,530
Other Charges	7	500	300	500
Sundry Expenses	0	100	0	0
Costs Allocated In (Out)	0	0	-60,641	-76,843
Total	\$ 168,093	\$ 184,719	\$ 122,502	\$ 113,696

Administrative Services

Services Provided:

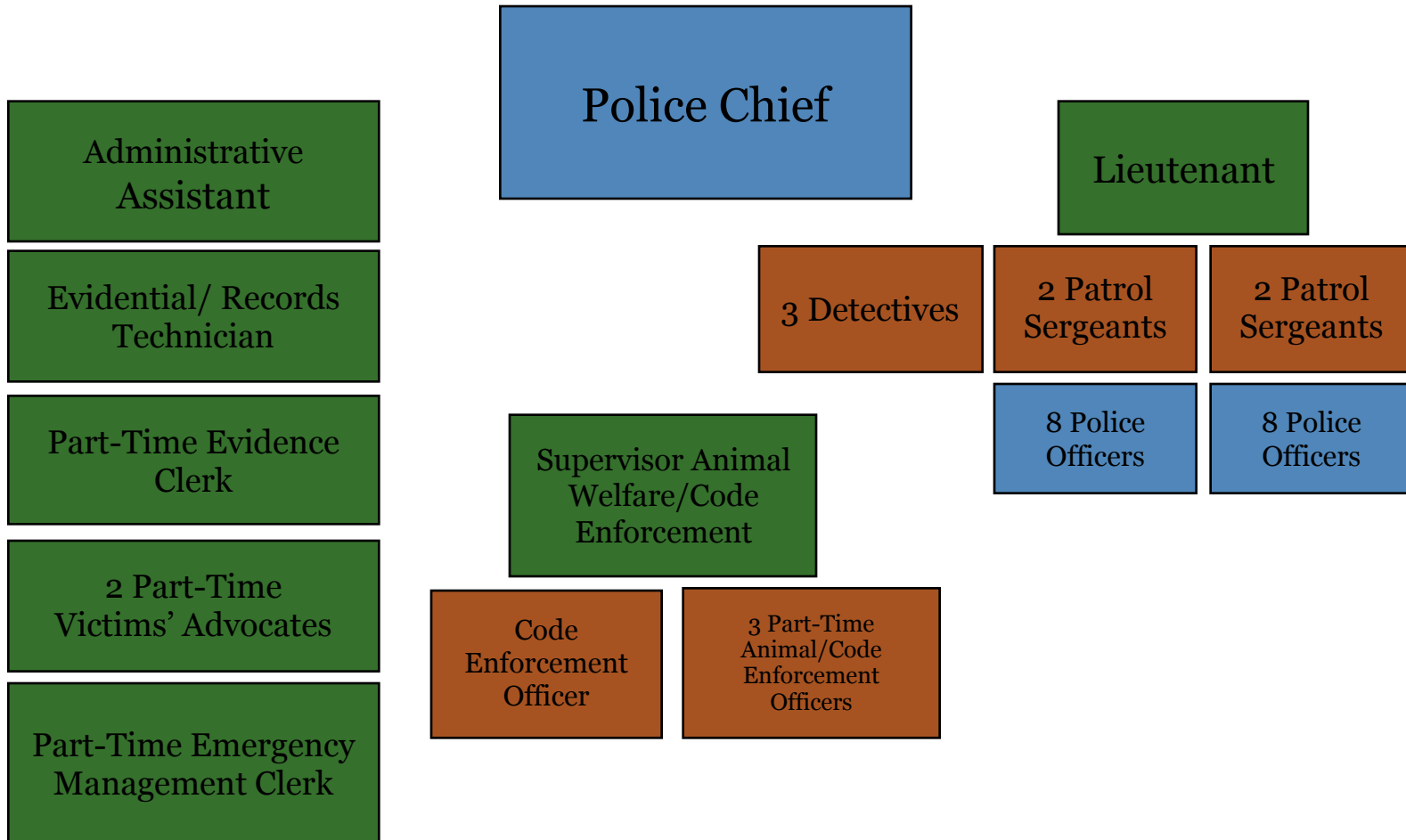
Administrative Services is a non department division that houses budget items that cross over multiple departments such as city wide liability and property insurance premiums, and utility and maintenance costs for City Hall, the Covington Home and Washington City Museum.

Washington - Expenses

Funds Filter: General Fund
Departments Filter: Administrative Services

Object Category	2014-15 Actual	2015-16 Original Budget	2015-16 Final Budget	2016-17 Budget
Other Charges	\$ 563,423	\$ 314,008	\$ 317,008	\$ 320,000
Materials & Supplies	131,372	145,880	155,880	168,898
Services	50,009	65,088	49,588	50,700
Sundry Expenses	77,625	42,500	40,000	40,000
Capital Outlay	60,521	15,000	30,000	15,000
Debt Service/Depreciation	21,478	16,656	16,656	17,100
Personnel	8,357	8,411	8,411	8,578
Costs Allocated In (Out)	0	0	-201,167	-250,152
Total	\$ 912,785	\$ 607,543	\$ 416,376	\$ 370,124

Police Department Organizational Chart



Police Department



Services Provided:

The following services are provided to the community in hopes that they will enhance the quality of life for the residents and visitors of Washington City: Law Enforcement, Code Enforcement and Animal Welfare Services. These services include enforcing state and local laws and ordinance, providing life safety resources and enforcement efforts to maintain order and create a positive environment for our community. We are

focused and work under the Community Public Safety Philosophy that encourages our staff to engage the community in all we do and share our responsibilities within all three divisions. We provide positive proactive education to the public at all levels to prevent conflicts from occurring when possible. We are grateful for the opportunity the Mayor, Council and City manager provide for us to do this service.

Department Overview:

We were able to accomplish several things this past year. First the building of a new police station was completed on time and under budget. We also had a couple new projects that were started and will be fully implemented this year. One being Project lifesaver, which came with a substantial donation from the private sector and the other being the Naloxone over dose reversal project. We were able to enhance our internal and external customer service by implementing some in house measures

Fiscal Year 2016 Accomplishments:

- Plan, construct and occupy a new police building
- Enhance our School Resource program in each of our four elementary schools implementing directed and targeted presentations on bullying, self respect and respecting others.
- Enhanced patrol efforts to recognize violations quicker and lesson response time to remedy the violations, both in code enforcement and animal services.
- We enhanced our neighborhood watch teams and our VIPS program.
- Continued efforts with community meetings and developing partnerships in the community, both individual and business to enhance department transparency and team building.

Police Department

Fiscal Year 2017 Goals:

- Enhance our project life saver program to include the entire county being covered. We will purchase a rescue ATV that will be equipped with basic medical, gear and recovery equipment to be used when searching for the individuals using our project life saver program. This will also be used to patrol our trail system. It will be purchased with the majority of the cost being from donations.
- We will implement and enhance the Naloxone program with our officers carrying this drug to reverse the effects of an overdose. The goal will be to sustain the program through donations from community members who we use the drug on and others.
- We will continue our efforts to enhance our fleet program, specifically with replacement patrol cars to insure officer and public safety.
- We will continue to enhance our customer service and community partnership building efforts. Community meetings, citizen academies and community education will be our focus this year.
- We will try to enhance our patrol staff in reference to School Resource Officer, so we are ready for the new schools on board in the next couple years.

Key Trends/Challenges:

Funding for vehicles continues to be a huge issue and challenge for our department. We are using cars that are over 10 years old, they are failing and creating officer confidence issues and could potentially be officer and citizen safety issues.

We will continue to partner with our community members to create cohesive, transparent partnerships that will enhance our communities quality of life.

We will work on perception and legislation that will help protect the increasing criticism and attacks on law enforcement.

The drug arena is out of control and impacts every segment of life in our community. We are working to combat this issue, the challenges from legislative penalty changes have increased the negative impact and will continue to do so.

Police Department

Future Outlook:

We remain positive and encouraged that things will continue to get better with public perception of law enforcement.

We are hopeful to have the fleet vehicle issue resolved in the next two years. That is our most important challenge right now.

We will be facing staffing issues in the near future as well because of 4-5 new schools coming on board in the next three or four years, not to mention the increased population we will see with it.

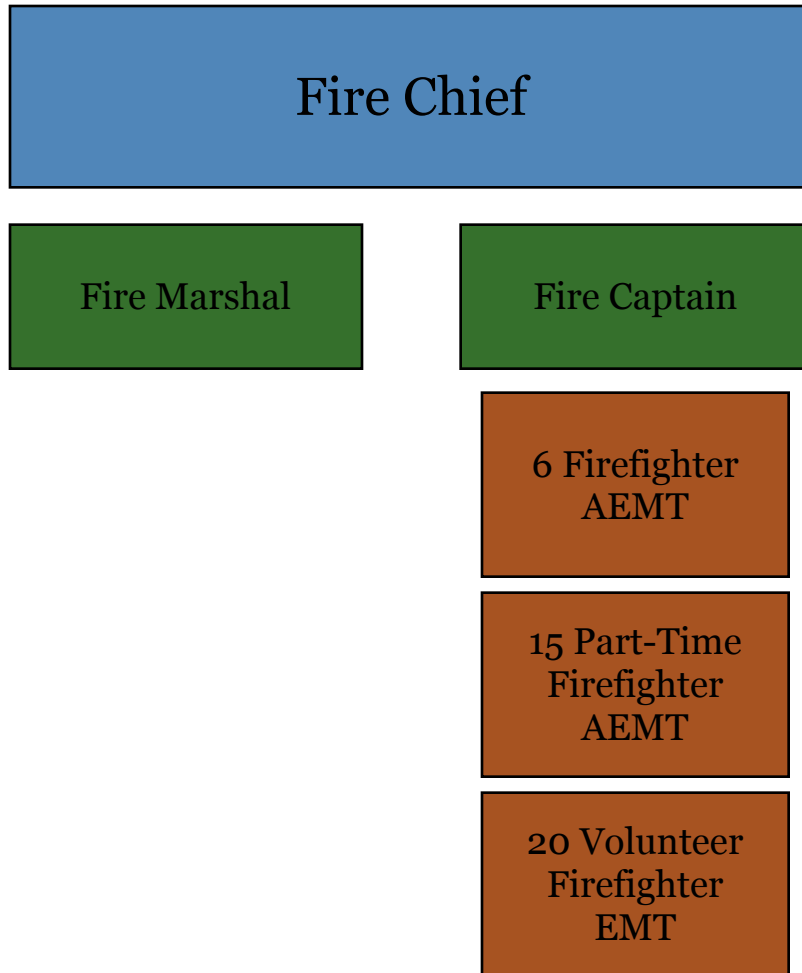
Washington - Expenses

Funds Filter: General Fund

Departments Filter: Police

Object Category	2014-15 Actual	2015-16 Original Budget	2015-16 Final Budget	2016-17 Budget
Personnel	\$ 2,521,758	\$ 2,565,515	\$ 2,574,379	\$ 2,620,388
Services	318,957	301,860	301,860	316,845
Materials & Supplies	307,502	265,460	282,961	275,070
Capital Outlay	60,843	47,500	47,500	70,817
Sundry Expenses	13,577	5,200	87,986	4,700
Total	\$ 3,222,637	\$ 3,185,535	\$ 3,294,686	\$ 3,287,820

Fire Department Organizational Chart



Fire Department

Services Provided:

The Washington City Fire Department exists to protect our residents, visitors and the environment from the adverse effects of fire, injury, illness or hazardous conditions through safe, professional quality service with dedication and pride. We protect our community through a variety of services. Our fire operations services include fire suppression for all types of fires involving structures, vehicles, wild lands, rubbish and illegal burnings. We also provide mitigation tactics for hazardous materials spills and leaks. Rescue operations include vehicle extrication to remove trapped occupants, and awareness level tactics for confined space, trench rescue, and operations level tactics for high risk/tactical medical ops and swift-water rescue. Fire prevention services include Engineering, Education and Enforcement. Engineering includes project plan review, technical inspection and acceptance testing of fire protection systems. The education component provides fire and life safety education to all members of the community. Our education programs are age/audience appropriate and are delivered to the community through neighborhood meetings, open house type events and message deliveries to students in local schools. The enforcement component includes on-going fire and life safety inspections for businesses and state/local code enforcement for hazards or nuisances.

Department Overview:

In 2016 we have seen some exciting growth in sharing/partnering to provide services with our neighboring communities. We were also able to complete an ISO evaluation which improved our citywide rating, in turn dropping the fire insurance rates for everyone in the community. We again this year have seen an increase in the calls for service we receive. Overall 2016 was an exciting and positive year for the Fire Department.

Fire Department

Fiscal Year 2016 Accomplishments:

- Completed the design and engineering phase for a new joint fire station with Hurricane Valley Fire District in Coral Canyon which is scheduled to begin construction in August of 2016.
- Adopted a automatic aid agreement with 2 neighboring communities.
- Completed an in house basic fire academy to help expand our volunteer staff.
- Completed an in house basic EMT course to further the level of training for our current staff.
- Completed an ISO re-evaluation which took our rating from a high 6 or 9 based on what part of town you live in and dropped it to a 2.
- Completed the design phase of acquiring a new fire engine to replace one in our aging fleet.

Fiscal Year 2017 Goals:

- Increase Community education opportunities by engaging our community members with age appropriate Fire and Life Safety programs.
- Maintain all levels of current certifications and knowledge while increasing the amount/levels of professional certifications.
- Increase and better use the technology available to us today to better and more efficiently serve our Community.

Key Trends/Challenges:

Our biggest challenge is similar to most organizations in the country, the difficulty in recruiting and maintaining Volunteers. We are seeing a decline across the nation in the desire to Volunteer and it is having a significant impact on our ability to maintain a appropriate level of staffing.

Future Outlook:

2017 is an exciting time for WCFD with some needed growth. We expect to open a joint station with HVFD in the Coral Canyon area which will have a tremendous impact on our response time to that area, in turn saving property and life. We also have plans to conduct in house training academies for both basic firefighter certifications as well as EMT and advanced EMT. We also look forward to rolling out some new educational opportunities to help all members of the community be better educated and prepared.

Fire Department

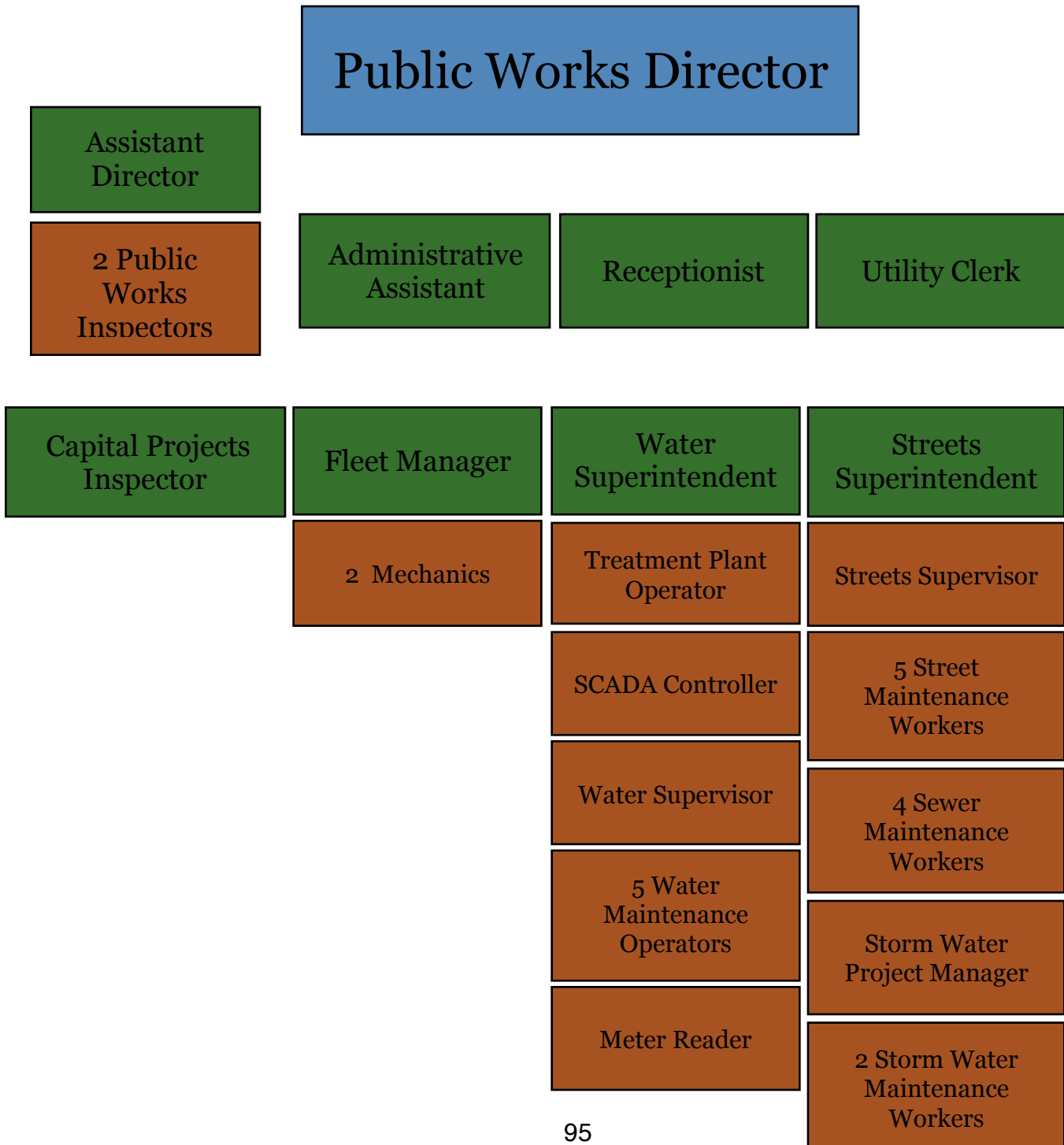
Washington - Expenses

Funds Filter: General Fund

Departments Filter: Fire

Object Category	2014-15 Actual	2015-16 Original Budget	2015-16 Final Budget	2016-17 Budget
Personnel	\$ 871,669	\$ 937,284	\$ 937,284	\$ 929,293
Materials & Supplies	122,672	111,383	111,383	114,109
Services	78,846	84,070	84,070	87,070
Debt Service/Depreciation	85,629	85,629	0	132,000
Sundry Expenses	14,043	1,125	18,103	1,125
Special Dept Material/Supplies	2,203	3,500	3,500	3,500
Other Charges	2,500	0	0	3,500
Total	\$ 1,177,562	\$ 1,222,991	\$ 1,154,340	\$ 1,270,597

Public Works Organizational Chart



Public Works - Water Division

Services Provided:

The water department provides the highest quality culinary water to our citizens with continual testing and quality control in accordance with State of Utah Division of Drinking Water and EPA Clean Water Act regulations. The water department installs and replaces all meters and performs reads and turning service on and off as well as maintaining and repairing the city water system on an on-going basis.

Fiscal Year 2016 Accomplishments:

- Completed the East Regional water line connection with Washington County Water Conservancy District (WCWCD)
- Replaced water lines with 3650 South reconstruction project
- Completed 2,659 Citizen Service Requests
- Completed 4,398 Work Orders"

Fiscal Year 2017 Goals:

- Complete Design for Red Cliff 2 million-gallon water storage tank
- Update Water Master Plan



Key Trends/Challenges:

Manage and stay ahead of the growth curve while providing quality products and service.

Future Outlook:

The Water Department must keep up with the growing demand for culinary water for indoor and outdoor use. Keep current on all State and Federal requirements.



Public Works - Water Division

Washington - Revenues

Funds Filter: Water

Object Category	2014-15 Actual	2015-16 Original Budget	2015-16 Final Budget	2016-17 Budget
Enterprise Revenue	\$ 4,682,327	\$ 5,042,524	\$ 4,859,801	\$ 5,005,094
Special Fund Revenue	698,757	721,140	850,000	767,802
Contributions and Transfers	576,205	0	0	0
Miscellaneous Revenue	91,101	101,861	108,383	58,500
Total	\$ 6,048,390	\$ 5,865,525	\$ 5,818,184	\$ 5,831,396

Washington - Expenses

Funds Filter: Water

Object Category	2014-15 Actual	2015-16 Original Budget	2015-16 Final Budget	2016-17 Budget
Special Dept Material/Supplies	\$ 1,225,582	\$ 1,492,316	\$ 1,512,316	\$ 1,500,750
Personnel	1,102,117	1,210,342	1,210,342	1,292,764
Debt Service/Depreciation	1,613,359	803,614	806,404	806,338
Capital Outlay	438,754	614,335	1,149,335	659,450
Materials & Supplies	477,124	593,544	628,544	730,224
Costs Allocated In (Out)	0	0	277,191	282,760
Intergovernmental Charges	200,000	200,000	0	0
Services	20,565	54,600	54,600	79,700
Other Charges	24,738	28,200	28,200	28,200
Total	\$ 5,102,239	\$ 4,996,951	\$ 5,666,932	\$ 5,380,186

Public Works - Streets Division

Services Provided:

The Streets department provides equipment and staffing for year-round preservation and maintenance of City streets. Operations include pavement surface maintenance, street sweeping, maintenance of storm drain facilities and a monthly curb side pick up of large trash items for our citizens.



Fiscal Year 2016

Accomplishments:

- 3650 South reconstruction
- Installed 2000 South Signal
- Installed guardrails & rumble strips on Telegraph
- Installed Industrial Rd Signal
- Purchased Sunrise Valley Bridge
- Slurry sealed 17 miles of roads
- Washington Fields Rd Phase 4 reconstruction
- Completed 1,826 Work Orders

Fiscal Year 2017 Goals:

- Repair Telegraph slide & utilities
- Start Environmental study on Exit 11
- Develop a bicycle & pedestrian plan-Active Transportation Plan
- Merrill Rd & Purgatory Rd
- Replace street sweeper

Key Trends/Challenges:

Repair Telegraph slide, maintenance of traffic signals funding maintenance programs and manage and stay ahead of the growth curve while providing quality products and service.

Future Outlook:

Be current on all State and Federal requirements.

Public Works - Streets Division

Washington - Class C Road Fund Allotment

Funds Filter: General Fund
Function Filter: Streets and Highways

Object Category	2014-15 Actual	2015-16 Original Budget	2015-16 Final Budget	2016-17 Budget
Class C Road Fund Allotment	\$ 768,791	\$ 729,211	\$ 769,211	\$ 823,148
Total	\$ 768,791	\$ 729,211	\$ 769,211	\$ 823,148

Washington - Expenses

Funds Filter: General Fund
Departments Filter: Highways & Public Improvements

Object Category	2014-15 Actual	2015-16 Original Budget	2015-16 Final Budget	2016-17 Budget
Personnel	\$ 477,280	\$ 529,256	\$ 529,256	\$ 545,612
Debt Service/Depreciation	389,451	385,870	0	0
Materials & Supplies	136,773	105,170	130,170	117,295
Special Dept Material/Supplies	39,628	30,000	40,000	52,500
Services	40,343	37,450	27,450	35,450
Other Charges	2,670	5,000	0	0
Total	\$ 1,086,145	\$ 1,092,746	\$ 726,876	\$ 750,857

Public Works - Stormwater Division

Services Provided:

The Stormwater Management department is responsible for maintenance and inspection of the city's storm drain system. Anything that touches the storm drain system is reported and documented and followed up with storm water pollution prevention as required by EPA. This includes but is not limited to illicit discharge and spills. Also, removal of all debris from the street sweeper is documented and reported. The Storm Water Management department conducts inspections to assure contractor compliance and conducts public outreach education.

Fiscal Year 2016 Accomplishments:

- Completed Boilers Storm Drain
- Silverstone Detention Improvement/maintenance
- Installed storm drain on 3650 South
- Warm Springs Detention Basin
- Started design of Downtown Storm Drain
- Completed 1,771 Work Orders

Fiscal Year 2017 Goals:

- Complete Downtown Storm Drain
- Evans Ridge Storm Water
- Flood Control Facilities

Key Trends/Challenges:

Funding improvement projects to handle problem areas within the existing developed portions of the City as well as for current growth.
Understand and begin implementation of the new MS4 permit requirements.

Future Outlook:

Aggressive EPA regulations enforced by DEQ require dedicated resources to keep Washington City in compliance.

Public Works - Stormwater Division

Washington - Revenues

Funds Filter: Storm Drain

Object Category	2014-15 Actual	2015-16 Original Budget	2015-16 Final Budget	2016-17 Budget
Enterprise Revenue	\$ 901,863	\$ 854,374	\$ 962,716	\$ 967,118
Special Fund Revenue	719,587	357,868	531,000	300,000
Contributions and Transfers	577,435	539,312	0	0
Miscellaneous Revenue	177,898	44,873	55,779	73,000
Total	\$ 2,376,783	\$ 1,796,427	\$ 1,549,495	\$ 1,340,118

Washington - Expenses

Funds Filter: Storm Drain

Object Category	2014-15 Actual	2015-16 Original Budget	2015-16 Final Budget	2016-17 Budget
Capital Outlay	\$ 4,131	\$ 1,209,802	\$ 1,672,302	\$ 689,018
Personnel	194,068	249,552	249,552	351,494
Services	213,284	197,163	197,163	185,000
Debt Service/Depreciation	224,132	0	0	0
Intergovernmental Charges	75,000	75,000	0	0
Special Dept Material/Supplies	14,089	32,500	32,500	58,000
Materials & Supplies	19,647	32,410	34,410	47,535
Costs Allocated In (Out)	0	0	39,599	40,394
Other Charges	1,958	0	0	0
Total	\$ 746,309	\$ 1,796,427	\$ 2,225,526	\$ 1,371,441

Public Works - Sewer Division

Services Provided:

The sewer department is responsible for the day to day operations of the sanitary system. This includes maintenance and repairs to the lift stations and on-going maintenance and cleaning of the sewer lines. The crew engages in clearing residential and industrial sewer stoppages from the city's right of way line to the sanitary sewer mainline.

Fiscal Year 2016 Accomplishments:

- Completed restoration and rebuild of 17 manholes on Telegraph
- Installed sewer lines on 3650 South
- Replaced sewer main on Urie Dr
- Completed 608 Work orders
- Cleaned and inspected 3,000 manholes
- Cleaned and camera 1/5 of the City's sewer lines

Fiscal Year 2017 Goals:

- Review sewer rates with the Master Plan update

Key Trends/Challenges:

Continue increasing maintenance of aging lift stations and identify and replace aged and undersized lines. Find funding for projects to facilitate the current growth. Replace the sewer camera trailer.

Future Outlook:

The Sewer Department must keep up with the needs of the citizens while managing and staying ahead of the growth curve and providing quality products and service. Also need to be current on all State and Federal requirements.



Public Works - Sewer Division

Washington - Revenues

Funds Filter: Sewer

Object Category	2014-15 Actual	2015-16 Original Budget	2015-16 Final Budget	2016-17 Budget
Enterprise Revenue	\$ 1,622,007	\$ 1,609,972	\$ 1,609,972	\$ 1,670,760
Special Fund Revenue	367,682	394,060	445,000	419,558
Contributions and Transfers	470,639	0	0	0
Miscellaneous Revenue	92,029	20,000	90,250	104,000
Total	\$ 2,552,357	\$ 2,024,032	\$ 2,145,222	\$ 2,194,318

Washington - Expenses

Funds Filter: Sewer

Object Category	2014-15 Actual	2015-16 Original Budget	2015-16 Final Budget	2016-17 Budget
Personnel	\$ 802,611	\$ 843,798	\$ 843,798	\$ 877,022
Capital Outlay	9,581	373,000	670,200	2,206,000
Debt Service/Depreciation	573,412	0	0	0
Materials & Supplies	90,220	99,250	109,250	128,550
Intergovernmental Charges	150,000	150,000	0	0
Costs Allocated In (Out)	0	0	98,997	100,986
Special Dept Material/Supplies	60,943	43,050	43,050	52,550
Services	9,608	32,439	52,439	32,700
Other Charges	4,408	0	0	0
Total	\$ 1,700,783	\$ 1,541,537	\$ 1,817,734	\$ 3,397,808

Public Works - Irrigation Division

Services Provided:

The irrigation department maintains the irrigation system by keeping ditches clean and opening and repairing valves as necessary.

Department Overview:

The Irrigation department is responsible for the following infrastructure: 24,500 l.f. of irrigation system ditches, pipes and valves.

Fiscal Year 2017 Goals:

- Consider irrigation rate increase to cover actual expenses and much needed improvement costs
- Pipe problem areas

Key Trends/Challenges:

The on-going issue faced by the irrigation department is numerous citizens using the irrigation system many of which are not familiar with the inner workings of the system. Due to lack of understanding and hands on knowledge, at times some citizens are frustrated when it is “their turn” and the water is not “there”. This along with the aging infrastructure of the irrigation system and limited resources are constant challenges for this department.

Future Outlook:

The challenges will continue until resources are available to update the infrastructure.



Public Works - Irrigation Division

Washington - Revenues

Funds Filter: Irrigation

Object Category	2014-15 Actual	2015-16 Original Budget	2015-16 Final Budget	2016-17 Budget
Contributions and Transfers	\$ 452,790	\$ 19,188	\$ 20,558	\$ 20,254
Enterprise Revenue	16,965	17,000	16,980	17,000
Miscellaneous Revenue	74	0	0	0
Total	\$ 469,829	\$ 36,188	\$ 37,538	\$ 37,254

Washington - Expenses

Funds Filter: Irrigation

Object Category	2014-15 Actual	2015-16 Original Budget	2015-16 Final Budget	2016-17 Budget
Personnel	\$ 27,355	\$ 28,388	\$ 28,738	\$ 29,454
Debt Service/Depreciation	69,993	0	0	0
Special Dept Material/Supplies	684	5,000	5,300	5,000
Services	0	2,000	2,700	2,000
Materials & Supplies	0	800	800	800
Total	\$ 98,032	\$ 36,188	\$ 37,538	\$ 37,254

Public Works - Fleet Division

Services Provided:

The Fleet Maintenance department is responsible for the maintenance and repair of all City vehicles and equipment. Our vehicle fleet includes passenger cars, vans, light, medium and heavy duty trucks, trailers, police patrol vehicles and fire engines. We also have a front end loader, skip loaders, backhoes, excavators, roller compactor, skid steer, brush chipper, weed sprayers, planer and forklifts. The city fleet also includes some highly specialized vehicles and equipment such as a highway line striper, sewer jetting truck, tacker, mobile pavement crack sealer, line puller, tensioner trailer and a sweeper. Also responsible for maintenance of DNG compressor at fueling facility.

Fleet Maintenance maintains all DMV records, vehicle files, permits and inspections by regulatory authorities. Fleet Maintenance also maintains and repairs the City's emergency generators.

Fiscal Year 2016 Accomplishments:

- Established a lease program

Fiscal Year 2017 Goals:

- Develop Fleet Policies and Procedures manual
- Develop Fleet replacement policy

Key Trends/Challenges:

As the City of Washington continues to grow, so has the fleet. The department is continually challenged with keeping up to date with the maintenance requirements of newer vehicles and increased work load. The Fleet division is also moving toward centralized fleet ownership and management. Another challenge we face is managing cost control while maintaining proper cost allocation and sufficient charge back rates.

Future Outlook:

Providing quality service while keeping up with the needs of the City fleet.

Public Works - Fleet Division

Washington - Revenues

Funds Filter: Fleet

Object Category	2014-15 Actual	2015-16 Original Budget	2015-16 Final Budget	2016-17 Budget
Charges for Services	\$ 355,694	\$ 391,060	\$ 328,800	\$ 322,634
Miscellaneous Revenue	285,867	0	236,900	269,850
Contributions and Transfers	33,150	0	0	0
Total	\$ 674,711	\$ 391,060	\$ 565,700	\$ 592,484

Washington - Expenses

Funds Filter: Fleet

Object Category	2014-15 Actual	2015-16 Original Budget	2015-16 Final Budget	2016-17 Budget
Materials & Supplies	\$ 385,578	\$ 157,875	\$ 332,066	\$ 314,545
Personnel	206,473	217,135	227,584	231,880
Special Dept Material/Supplies	8,805	12,700	2,700	12,700
Costs Allocated In (Out)	0	0	0	20,197
Services	1,836	3,350	3,350	3,350
Debt Service/Depreciation	11,488	0	0	0
Other Charges	1,566	0	0	0
Sundry Expenses	18	0	0	0
Total	\$ 615,764	\$ 391,060	\$ 565,700	\$ 582,672

Leisure Services

Leisure Services
Director

Community
Center

Golf Courses

Parks/Cemetery

Facility
Maintenance

Leisure Services

Services Provided:

Leisure Services consists of parks, cemetery, golf course, community center and facilities maintenance.

- Washington City Community Center (WCCC) is a multi-purpose, state-of-the-art, public facility for community activities including recreation, education and cultural programs and events. The facility includes three gymnasiums, fully equipped exercise and fitness rooms, meeting/gathering rooms, daycare, preschool, and an aquatics complex. Facility meeting rooms and a beautiful reception hall are available for city events, public hearings, community education, training, and other city functions.



- Green Springs Golf Course featuring 6,562 yards of golf from the longest tees for a par of 71. The course rating is 71.9 and it has a slope rating of 130 on Rye grass.

- Washington City has amazing parks making up over 91 acres and 16.23 miles of trails. With a variety of features throughout town such as disc golf, horseshoe pits, pickle ball, splash pads, fishing, and more, there is a park to suit just about everyone.



Leisure Services

Department Overview:

This was a very good and very busy year for the Leisure Service's Department. With added programming and rentals at the WCCC, the renovation of the back 9 holes at Green Spring Golf Course, and the completion of the Sullivan Virgin River Soccer Park and Hell Hole Trail and Trailhead it has been a successful and productive year. We continue to grow in the use of our facilities, which is great because this is the reason we build them, for people to use and enjoy.

Fiscal Year 2016 Accomplishments:

- Completion of Sullivan Virgin River Soccer Park
- Completion of Hell Hole Trail and Trailhead
- Covington Home Repair and Roofing project
- Green Spring Golf Course Back 9 holes renovation
- New circuit training expansion area with new equipment at WCCC

Fiscal Year 2017 Goals:

- Veterans Park project with new bathrooms and pavilion
- Warm Spring (Boilers) project. Complete Plans and Estimate
- Green Spring Golf Course Front 9 Holes Renovation
- Program and rental expansion for available gym space at WCCC

Key Trends/Challenges:

The main key trends and challenges are the continual growth and changes that accrue in the city and within this profession. We have to keep up with the growth, in providing the necessary facilities and trending programs for the residents and other customers. This can be a great challenge to provide all these services and also maintain our facilities to a very high standard. Planning for the current time and for the future is very important and key. We are up to the task and challenge.

Future Outlook:

The future looks very good for Leisure Service's. This is a service that is very important to the residents of Washington City. They want to have nice parks, trails and recreation programs. Great facilities like the Washington City Community Center and the Sullivan Virgin River Soccer Park, along with outstanding recreation programming and opportunities help create, and add to, a fantastic quality of life here in Washington City.

Leisure Services Community Center

Leisure Services Director

Operations
Manager

10 Part Time
Program Instructors

2 Part Time Day
Care Managers

Part Time Front
Desk Coordinator

Part Time
Preschool Director

Aquatics Manager

Part Time Day Care
Asst. Manager

6 Part Time Front
Desk Supervisors

Part Time Preschool
Asst. Director

4 Part Time
Head Lifeguards

Pool
Coordinator

8 Part Time
Day Care Attendants

4 Part Time Front
Desk Attendants

Part Time Preschool
Assistant

8 Lifeguard/WSI

Program
Coordinator

5 Part Time
Preschool Teachers

17 Lifeguards

Rental
Coordinator

Recreation
Manager

2 Part Time
Preschool Attendants

Events/Marketing
Manager

Sports
Coordinator

13 Part Time
Fitness Instructors

Maintenance
Manager

Part Time Event
Coordinator

10 Part Time Adult
Referee

7 Part Time Fitness
Staff

Part Time Head
Maintenance Worker

8 Part Time Event
Attendants

31 Part Time
Youth Referee

Part Time
Maintenance Worker

Rental Supervisor

7 Part Time Rockwall
Attendants

8 Part Time
Custodian Attendant

Leisure Services- Community Center

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Services Provided:

The Washington City Community Center is a multi-purpose, state-of-the-art, public facility for community activities including recreational, educational and cultural programs and events. The facility includes three gymnasiums, fully equipped exercise and fitness rooms, meeting/gathering rooms, daycare, preschool, and an aquatics complex. Facility meeting rooms

and a beautiful reception hall are available for city events, public hearings, community education, training, and other city functions. In addition to the civic uses, citizens and corporations can lease for banquets, company gatherings, family reunions, weddings, parties, etc. Washington City Recreation offers a wide variety of adult and youth sports, leagues, tournaments, and related activities to include basketball, baseball, football, volleyball, softball, soccer, and fishing. Fitness, health, and wellness activities including group exercise, individual exercise, personal training, and community education are also available. Local residents have enjoyed participation in several of these established events for many years, while other activities are relatively new following the construction of the Washington City Community Center.

Department Overview:

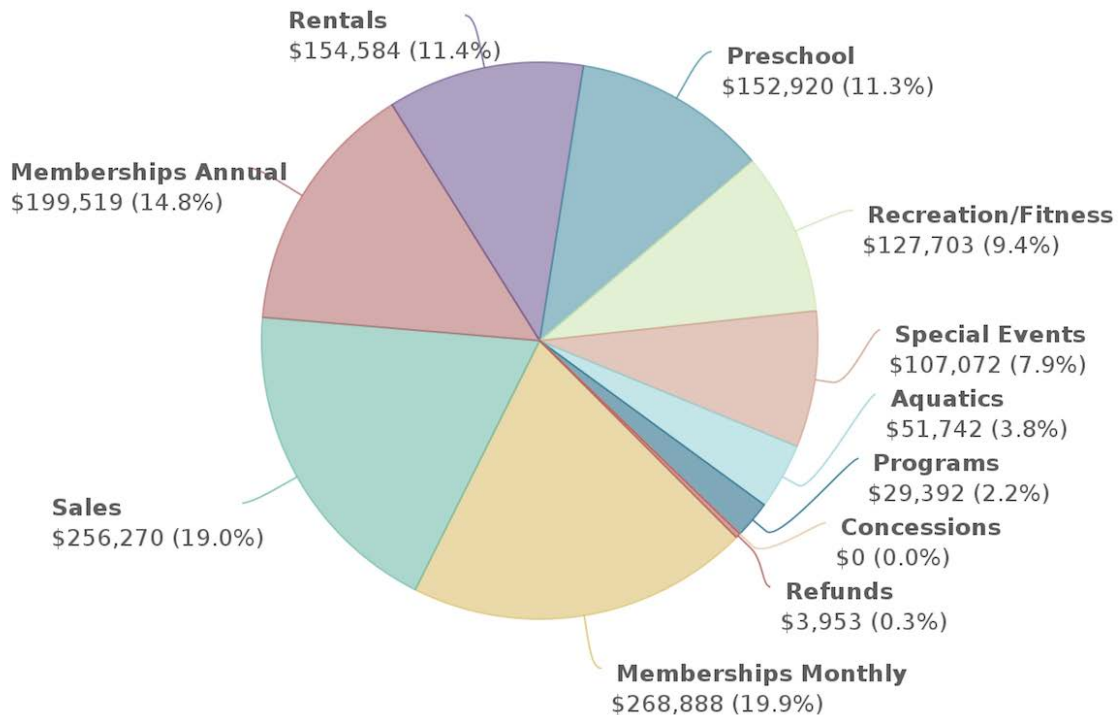
The 110,000 sq foot facility sits on 10 acres and offers something for everyone! From May 2008-to present, The Washington City Community Center has had over 600,600+ facility visits since its opening. The Community Center has 5,907 members. The center houses over 15 programs, events and leagues to 12,000+ participants. The Community Center is operated and maintained by a staff of 7 full-time employees, 114 seasonal/part-time employees, 30-45 contracted employees and 407 volunteers. Everything about the Washington City Community Center was designed with the intent of bringing the community together all in one place. The relationships that will be built between patrons

Leisure Services- Community Center

Washington - Charges for Services

Funds Filter: General Fund
Function Filter: Community Center

Object Category	2014-15 Actual	2015-16 Original Budget	2015-16 Final Budget	2016-17 Budget
Memberships Monthly	\$ 268,888	\$ 255,000	\$ 268,000	\$ 262,000
Sales	256,270	248,000	245,000	245,000
Memberships Annual	199,519	185,000	206,000	200,000
Rentals	154,584	155,990	150,490	138,100
Preschool	152,920	149,000	137,000	136,000
Recreation/Fitness	127,703	120,000	136,500	176,200
Special Events	107,072	121,470	61,233	65,050
Aquatics	51,742	45,000	49,000	50,000
Programs	29,392	26,500	35,000	33,500
Concessions	0	0	15,000	35,000
Refunds	-3,953	0	-2,000	0
Total	\$ 1,344,137	\$ 1,305,960	\$ 1,301,223	\$ 1,340,850

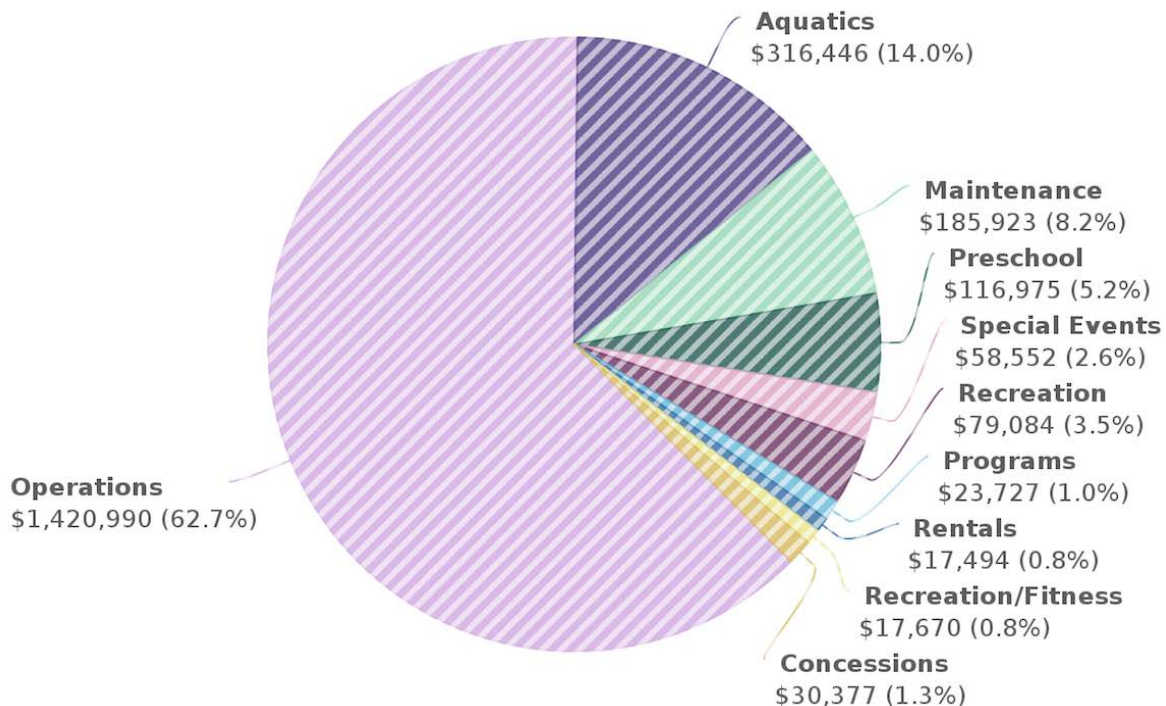


Leisure Services- Community Center

Washington - Expenses

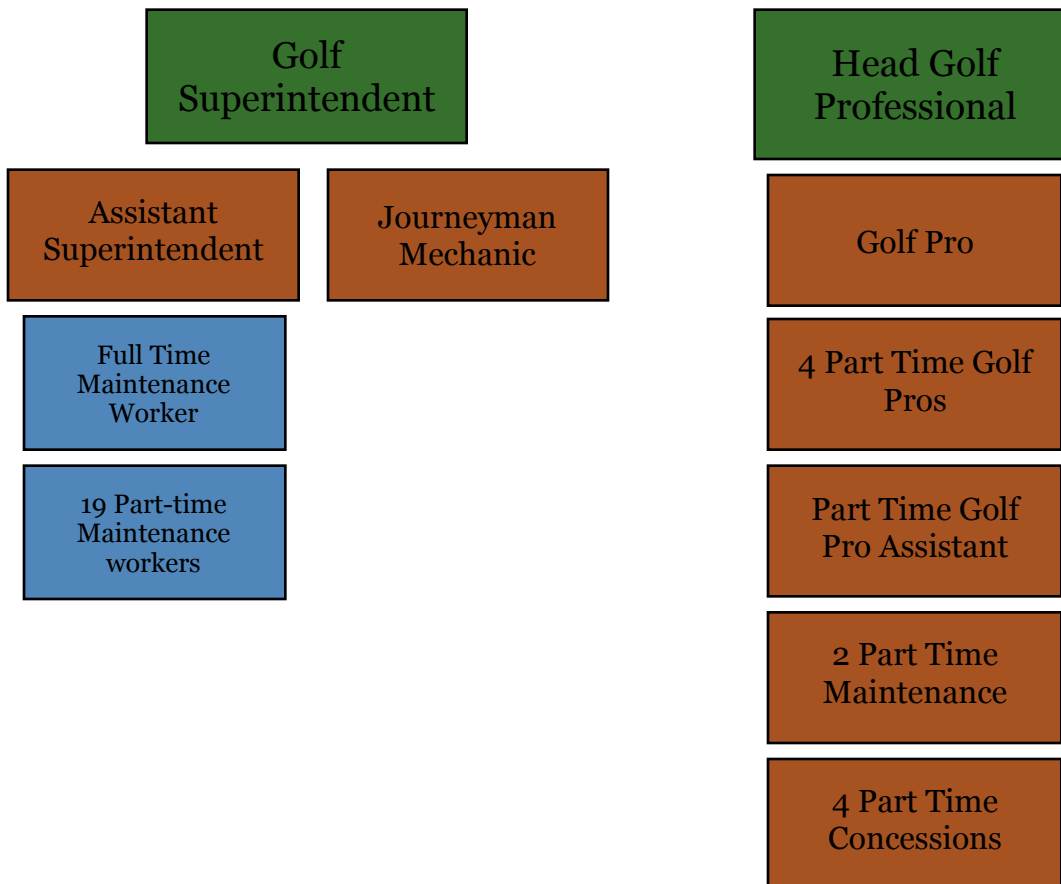
Funds Filter: General Fund
Function Filter: Community Center

Object Category	2014-15 Actual	2015-16 Original Budget	2015-16 Final Budget	2016-17 Budget
Personnel	\$ 1,470,539	\$ 1,445,196	\$ 1,463,740	\$ 1,514,866
Materials & Supplies	590,595	592,840	544,129	569,066
Special Dept Material/Supplies	103,659	66,900	64,890	65,890
Services	76,193	57,432	50,432	56,420
Debt Service/Depreciation	42,526	43,312	43,312	44,496
Other Charges	15,890	15,500	15,500	15,500
Sundry Expenses	8,029	500	8,000	1,000
Total	\$ 2,307,430	\$ 2,221,680	\$ 2,190,003	\$ 2,267,238



Leisure Services Golf Course

Leisure Services
Director



Leisure Services - Golf Course

Services Provided:

- 9 holes, 18 holes, All day rates, punch card {multiple play rates.}
- Ride Carts, {gas operated} pull carts are available, walking is permitted.
- Driving Range Balls, large and small buckets
- Snack Bar including; drinks, sandwiches, hot dogs, chips, candy bars, etc.
- Merchandise and Golf Equipment including: clubs balls, clothing, hats, bags, shoes, gloves, rental clubs, etc.



Department Overview:

The Green Spring Golf Course consists of the two separate groups as follows:

Maintenance and Grounds:

- Mowing
- Watering
- Changing Cups
- Sand Traps
- Aeration
- Fertilizing
- Chemical Spraying {bugs, fungus, iron, nutrients}

Pro-Shop and Clubhouse:

- Communications {information and public announcements}
- Tee Times
- Collection of monies
- Snack Bar
- Advertising
- Golf Packages {hotel, travel companies etc.}
- Driving Range
- Golf Lessons
- Sales {equipment and merchandise}
- Rentals
- Golf Carts {rental, cleaning, storing and displaying}
- Public Relations

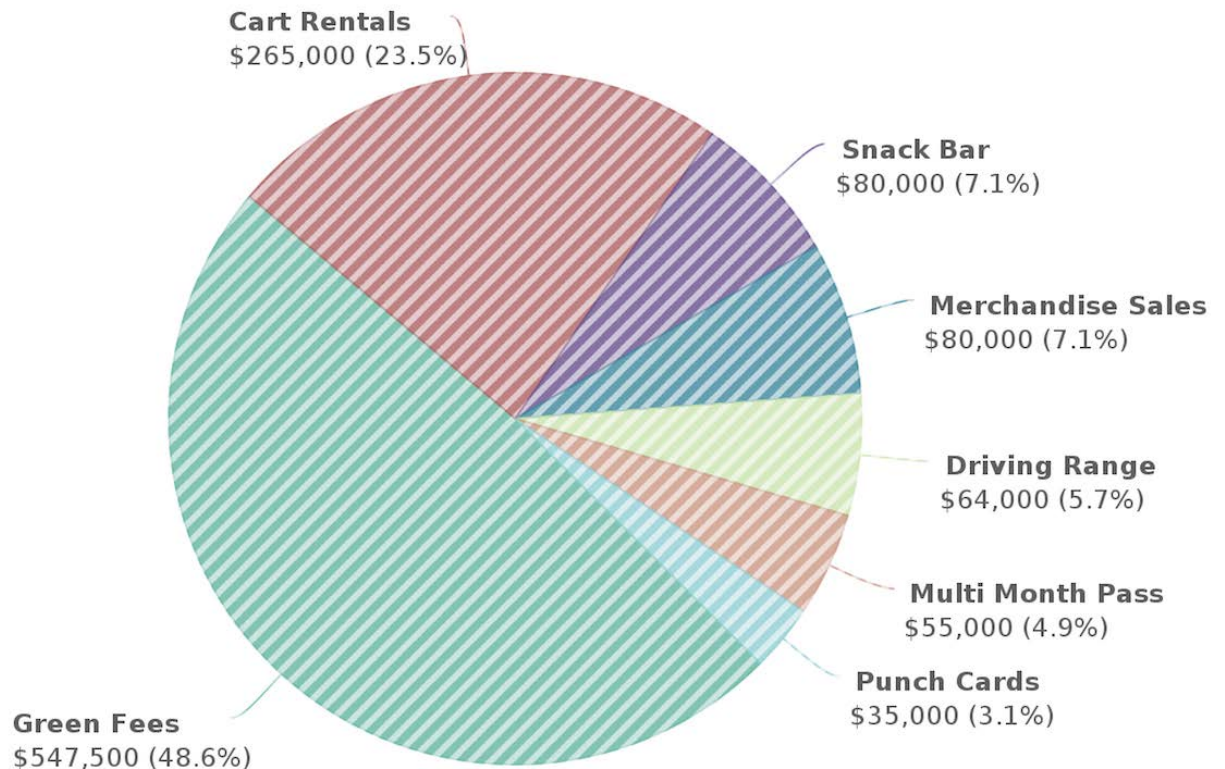


Leisure Services - Golf Course

Washington - Charges for Services

Funds Filter: General Fund
Function Filter: Golf Course

Object Category	2014-15 Actual	2015-16 Original Budget	2015-16 Final Budget	2016-17 Budget
Green Fees	\$ 497,991	\$ 560,000	\$ 521,000	\$ 547,500
Cart Rentals	238,498	215,000	248,000	265,000
Snack Bar	44,042	88,000	77,000	80,000
Merchandise Sales	32,642	75,000	74,000	80,000
Driving Range	59,099	65,000	63,000	64,000
Multi Month Pass	63,509	51,000	67,000	55,000
Punch Cards	24,835	25,000	25,500	35,000
Total	\$ 960,617	\$ 1,079,000	\$ 1,075,500	\$ 1,126,500

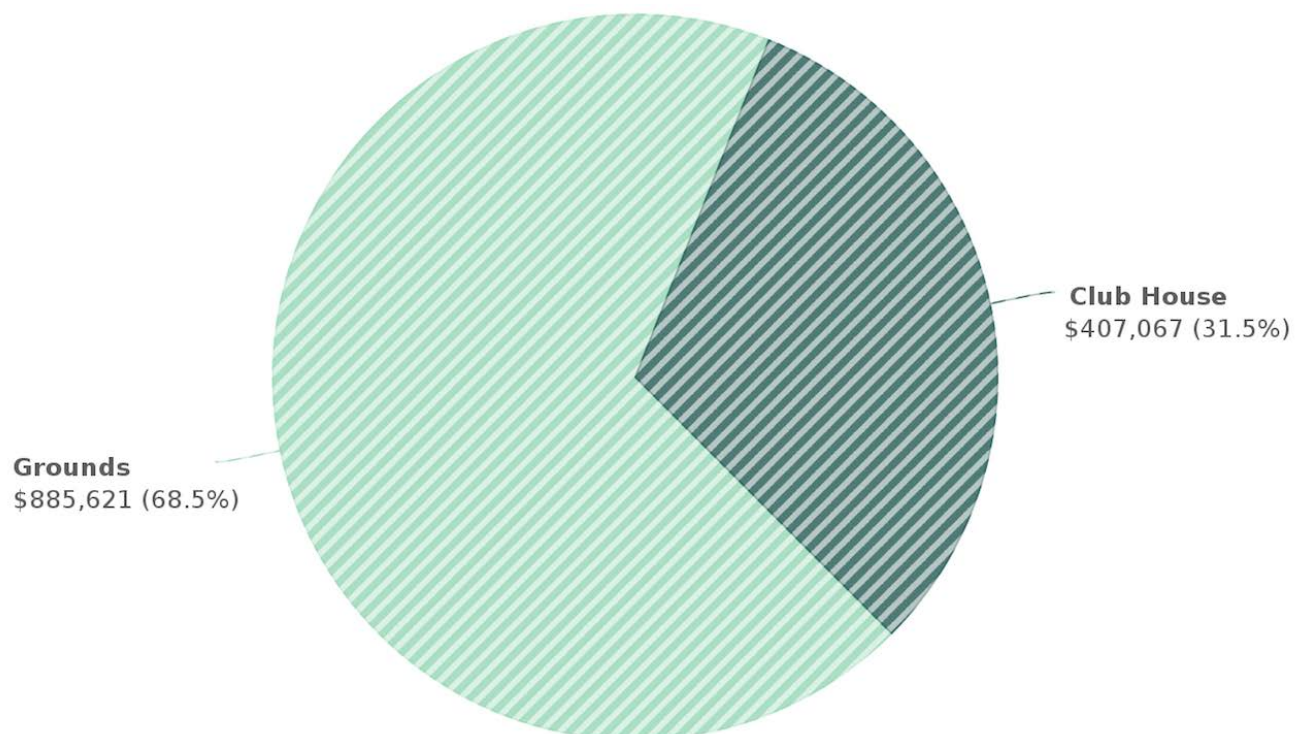


Leisure Services - Golf Course

Washington - Expenses

Funds Filter: General Fund
Function Filter: Golf Course

Object Category	2014-15 Actual	2015-16 Original Budget	2015-16 Final Budget	2016-17 Budget
Personnel	\$ 706,976	\$ 719,019	\$ 719,019	\$ 731,541
Materials & Supplies	274,755	315,100	315,460	319,125
Services	120,150	124,200	122,920	124,000
Special Dept Material/Supplies	49,701	54,000	54,000	57,000
Capital Outlay	0	142,850	10,000	10,000
Debt Service/Depreciation	0	31,500	44,887	50,182
Sundry Expenses	770	0	840	840
Total	\$ 1,152,352	\$ 1,386,669	\$ 1,267,126	\$ 1,292,688



Leisure Services Parks & Cemetery

Leisure Services
Director

Parks
Superintendent

4 Full Time
Foreman

Receptionist

3 Full Time
Maintenance

18 Part Time
Maintenance

Leisure Services - Parks/Cemetery

Services Provided:

Cemetery:

- Burial plots sales
- Burial openings
- Perpetual maintenance of burial plots

Sports Fields:

- Four lighted baseball and soccer fields are available for reservation

Parks:

- Pavilions, picnic areas and amphitheaters available for reservation

Trails:

- Virgin River, Coral Canyon, and Nisson Park Trails are available for biking and hiking.

Urban Fishery:

- Razor Ridge Urban Fishery Park is available year round for fishing



Department Overview:

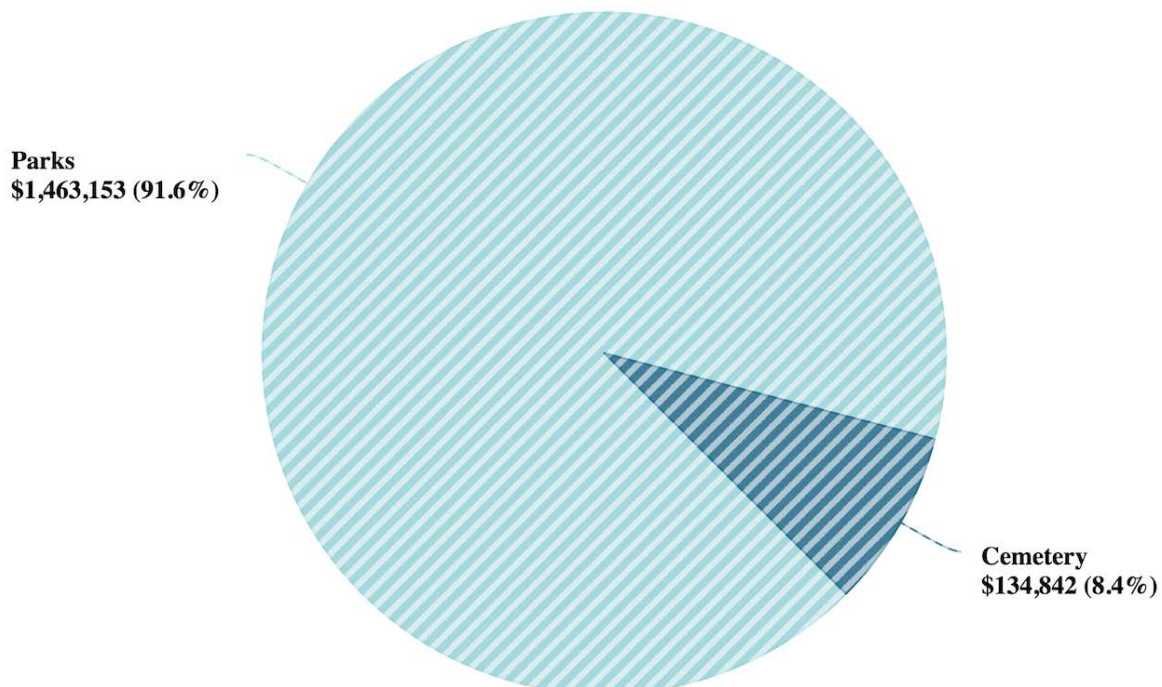
Washington City Parks Department has over 91.57 developed acres and 16.23 miles of trails with many amenities such as pavilions, picnic tables barbecues, playgrounds, splash pads, amphitheaters, and urban fisheries, pickleball, basketball, tennis, disc golf, volleyball, horseshoe pits. Virgin river, Coral Canyon and Nisson Park Trails. Cemetery Plots are perpetually maintained and the city does the opening and closing. Landscaping at Washington Exit 10 & 13, Washington Parkway Islands, Grand Manor, Sullivan Park Phase II & III, Community Center, Police station, 2 Fire stations, City Office Building, Fuel Station and 3 Substations.



Leisure Services - Parks/Cemetery

Washington - Expenses
Funds Filter: General Fund
Departments Filter: Parks and Cemetery

Object Category	2014-15 Actual	2015-16 Original Budget	2015-16 Final Budget	2016-17 Budget
Personnel	\$ 765,465	\$ 842,162	\$ 842,162	\$ 895,285
Materials & Supplies	473,195	442,700	458,830	520,050
Special Dept Material/Supplies	53,010	70,000	70,000	87,000
Capital Outlay	0	126,500	29,200	50,000
Debt Service/Depreciation	63,986	85,566	12,870	17,160
Services	5,441	13,000	13,000	25,000
Sundry Expenses	6,741	0	8,000	3,500
Other Charges	330	500	0	0
Total	\$ 1,368,168	\$ 1,580,428	\$ 1,434,062	\$ 1,597,995



Municipal Building Authority

MUNICIPAL BUILDING AUTHORITY

The Municipal Building Authority (MBA) was established in 1995 to acquire, improve or extend projects and to finance their construction costs on behalf of Washington City, in accordance with the procedures and subject to the limitations of the Utah Municipal Building Authority Act, Utah Code Annotated, in order to accomplish the public purposes for which the City exists.



The Municipal Building Authority (MBA) of Washington City has been used to finance building projects, such as the construction of City Hall, Community Center Police Station and Sullivan Family Soccer Complex. It does not, however, finance operations and maintenance. The revenue that sustains the MBA comes from interest earnings and transfers.

Washington - Expenses Funds Filter: Municipal Building Authority

Object Category	2014-15 Actual	2015-16 Original Budget	2015-16 Final Budget	2016-17 Budget
Capital Outlay	\$ 609,916	\$ 5,100,000	\$ 6,761,851	\$ 0
Debt Service/Depreciation	588,200	1,040,497	1,043,740	1,201,938
Other Charges	2,500	7,500	8,200	9,100
Sundry Expenses	10	10	10	10
Total	\$ 1,200,625	\$ 6,148,007	\$ 7,813,801	\$ 1,211,048

Coral Canyon Service District

CORAL CANYON SPECIAL SERVICE DISTRICT

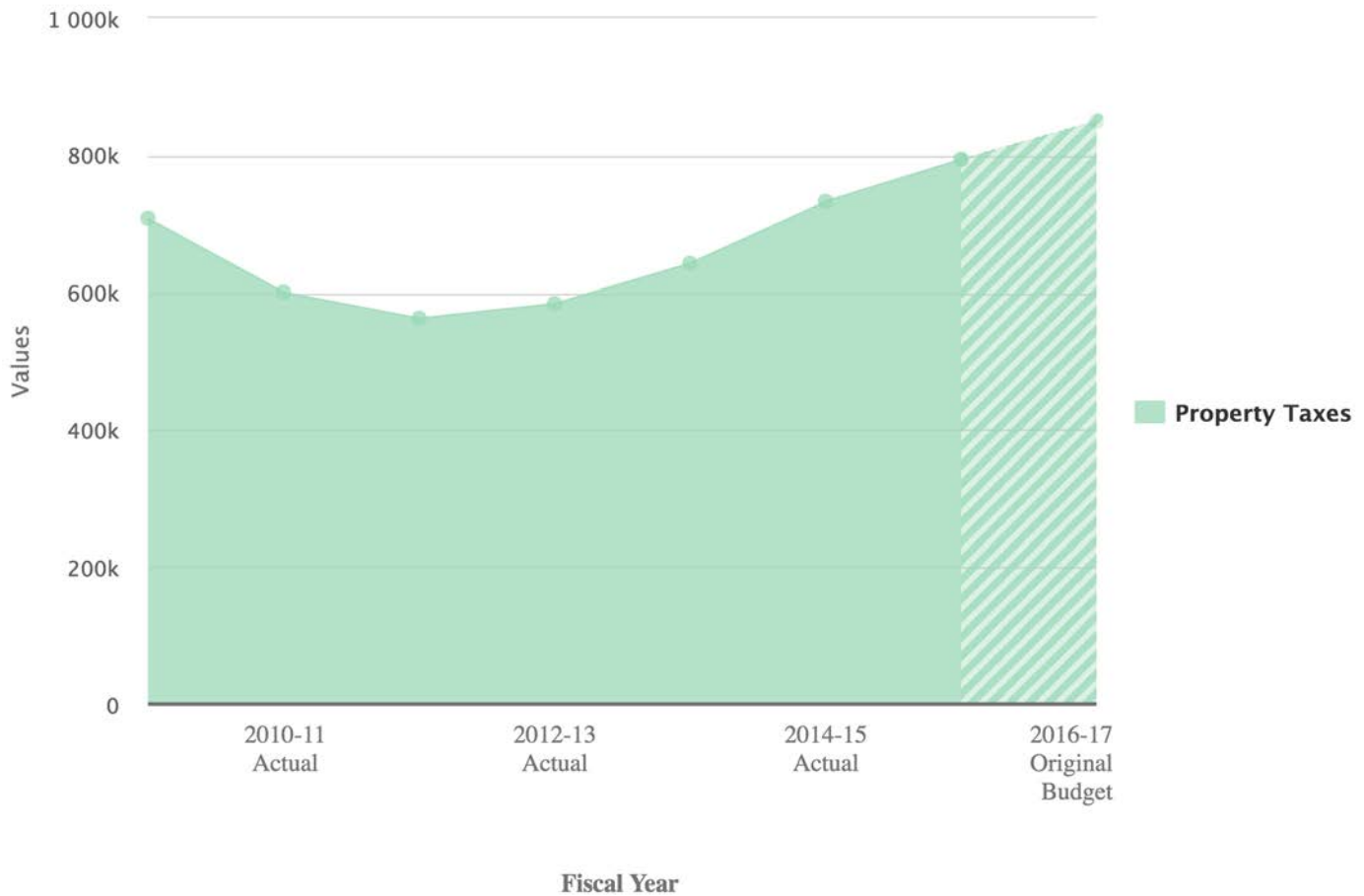
The Coral Canyon Special Service District was established in 2000 pursuant to the provisions of the Utah Special Service District Act, Utah Code Annotated, for the purposes of providing water, sewer, drainage, flood control, health care, transportation, recreation, fire protection, street lighting services within the Coral Canyon Planned Community Development.

The Coral Canyon SSD fund houses the general obligation debt that was issued for the District. Total bond debt issued was \$9,900,000. At this time all debt previously authorized by the voters of the district has been issued. The bonds were refunded in 2013, 2014 and 2016 producing combined net present value savings of \$1,995,539.

The revenue used for the repayment of this debt is derived from a .003000 property tax mill levy that has been placed upon property within the District.



Coral Canyon Special Service District



Washington - Expenses Funds Filter: Coral Canyon SSD

Object Category	2014-15 Actual	2015-16 Original Budget	2015-16 Final Budget	2016-17 Budget
Debt Service/Depreciation	\$ 3,860,389	\$ 472,034	\$ 525,914	\$ 606,358
Intergovernmental Charges	0	311,328	237,149	222,418
Costs Allocated In (Out)	0	0	19,799	20,197
Other Charges	3,000	3,000	3,500	1,500
Services	203	0	0	0
Total	\$ 3,863,592	\$ 786,362	\$ 786,362	\$ 850,473

Capital Project Funds

CAPITAL PROJECTS

Capital project funds are capital improvement funds for governmental type activities such as roads, parks, public safety. These funds are used to build projects that are maintained by departments found in the General Fund of the City. Capital improvements related to enterprise funds such as water, sewer and power, are budgeted for within the individual enterprise funds.

Washington City defines a capital project in the Capital Budget as follows: Capital improvements involve the construction, purchase or renovation of buildings, parks, streets or other physical structures. A capital improvement must have a useful life of five or more years. A capital project must also have a cost of \$50,000 or more unless its significant functionality can be demonstrated to warrant its inclusion as a capital project. A capital improvement is not a recurring capital outlay item (such as a motor vehicle) or a maintenance expense (such as fixing a leaking roof or painting park benches). Acquisition of equipment is not a capital project unless it is an integral part of the cost of a capital project.

As a general rule, capital improvements are financed as follows:

- a. For the departments financed from the general fund, all departmental equipment will normally be paid for from current appropriations within that fund; major capital improvements for general governmental purposes, consisting of land, buildings, and improvements other than buildings, regardless of size, will be financed through the annual budget of the city's capital projects fund, to the extent available funds and current priorities will permit; major capital improvements which cannot be financed from annual appropriations within the capital projects fund, or which cannot be delayed until the required funds are accumulated within such fund, may be financed by federal grants, by issuance of general obligation bonds, revenue bonds (where permissible), or by a combination of any of these methods.
- b. For departments financed from utility or enterprise funds, such as for water and sewer systems, all capital acquisitions and improvements, including land, buildings, improvements other than buildings, and machinery and equipment should be paid from resources provided by

Capital Project Funds

- a. capital contributions and net income of each such fund, with provision for acquisition of such improvements being made annually in the budgets of such funds. However, with respect to major capital improvements that cannot be financed from annual earnings within these funds, either midterm borrowing on an inter-fund loan fund basis or long-term borrowing by issuance of revenue or general obligation bonds should be utilized.

The budget for the capital project funds for fiscal year 2017 totals \$4,829,166 of which \$2,510,000 is related to capital outlay, \$700,000 for road maintenance, and \$1,619,166 for debt service. The Enterprise Fund related capital expenses are budgeted for within the individual utility funds and total \$5,434,468. The total budgeted investment in capital outlay for fiscal year 2017 is of \$7,944,468.

The information below summarizes the capital expenditures that have been budgeted within the Capital Project Funds. Capital improvements related to enterprise funds such as water, sewer and power, are budgeted for within the individual enterprise funds. Specific project information can be found within the budget message located on pages 21-24.

Washington - Capital Projects

Fund Type	2014-15 Actual	2015-16 Original Budget	2015-16 Final Budget	2016-17 Budget
Capital Project Streets	\$ 1,383,690	\$ 2,384,450	\$ 3,484,450	\$ 2,481,914
Capital Project Leisure Srvc	1,604,923	1,999,801	2,388,306	1,398,437
Capital Project Public Safety	185,153	130,900	157,295	775,254
Capital Project General	5,980	38,438	119,914	173,561
Total	\$ 3,179,746	\$ 4,553,589	\$ 6,149,965	\$ 4,829,166



Glossary

Glossary

ACCOUNT

A term used to identify an individual asset, liability, expenditure control, revenue control, encumbrance control, or fund balance.

ACCRUAL ACCOUNTING

The method of accounting under which revenues are recorded when they are earned (whether or not cash is received at the time) and expenditures that are recorded when goods and services are received (whether or not cash disbursements are made at that time).

APPROPRIATION

An authorization granted by a legislative body to make expenditures to incur obligations for specific purposes. An appropriation is limited in amount to the time it may be expended.

ASSESSED VALUATION

A valuation set upon real estate or other property by a government as a basis for levying taxes.

ASSETS

Property owned by the city government which has monetary value.

AUDIT

A systematic examination of all governmental resources concluded in a written report and prepared by a certified public accountant. It is intended to test whether financial statements fairly present financial position and results of operations.

BALANCED BUDGET

A balanced budget is a financial plan of operation in which revenues equal expenditures for the fiscal year.

BEBR

Bureau of Economic and Business Research (www.bibr.ufl.edu)

BOND

A written promise, generally under seal, to pay a specified amount of money, called the face value, at a fixed time in the future, called the date of maturity, and carrying interest at a fixed rate, usually payable periodically.

BONDED DEBT

That portion of indebtedness represented by outstanding bonds.

BUDGET (Operating)

A plan of financial operation embodying an estimate of proposed expenditures for a given period and the proposed means of financing them. The term usually indicates a financial plan for a single fiscal year.

BUDGET CALENDAR

The schedule of key dates which the City Council follows in the preparation and adoption of the budget.

Glossary

BUDGET MESSAGE

A general discussion of the proposed budget, as presented in writing by the budget-making authority, to the legislative body.

CAPITAL IMPROVEMENT

The addition of a permanent structural improvement or the restoration of some aspect of a property that will either enhance the property's overall value or increase its useful life. Although the scale of the capital improvement can vary, both individual homeowners and large-scale property owners can make capital improvements.

CAPITAL PROJECT FUNDS

Capital project funds are used to account for financial resources for the acquisition or construction of major capital facilities. The financial resources of capital projects funds come from several different sources, including general obligation bonds, grants from state and federal government and appropriations from the general fund or special revenue funds.

COMMUNITY CENTER FUND

This fund accounts for the revenue and expense for operation of the community center including the city pool and recreation programs previously accounted for within the general fund.

CORAL CANYON SPECIAL SERVICE DISTRICT

This fund is used to account for the payment of interest and principal related to general obligation bonds. The primary source of revenue for debt service is property tax.

DEBT SERVICE FUNDS

Debt service funds are used to account for the accumulation of resources for, and the payment of, general long-term debt principal and interest. The City has the following debt service funds.

DEFICIT

- 1- The amount by which a sum of money falls short of the required or expected amount; a shortage: large budget deficits
- 2- A business loss

ENCUMBRANCES

Obligations in the form of purchase orders, contracts, or salary commitments which are chargeable to an appropriation and for which a part of the appropriation is reserved. They cease to be encumbrances when paid or when the actual liability is set up.

ENTERPRISE FUNDS

The Enterprise Funds are proprietary funds used to account for operations that are financed and operated in a manner similar to private business enterprises— where the intent of the government's council is that the costs of providing goods and services to the general public on a continuing basis be financed or recovered primarily through user charges.

EXPENDITURES

If the accounts are kept on the accrual basis, this term designates total charges incurred, whether paid or unpaid, including expenses, provision for retirement of debt not reported as a liability of the fund from which retired, and capital outlays.

Glossary

EXPENSES

Charges incurred, whether paid or unpaid, for operation, maintenance, and interest, and other charges which are presumed to benefit the current fiscal period.

FIRE STATION CAPITAL PROJECT FUND

This fund accounts for costs associated with the construction of new fire stations. Main source of revenue is fire impact fees and bond proceeds.

FISCAL PERIOD

Any period at the end of which a governmental unit determines its financial condition and the results of its operations and closes its books.

FISCAL YEAR

A twelve-month period of time to which the annual budget applies and at the end of which a city determines its financial position and results of operations.

FIXED ASSETS

Assets of long-term character that are intended to continue to be held or used, such as land, buildings, machinery, furniture and other equipment.

FIXED CHARGES

Expenses, the amount of which is more or less fixed. Examples are interest, insurance, and contributions as to pension funds.

FRANCHISE TAX

A tax charged by some US States and cities to corporations formed in those states based on the number of charges they issue or, in some cases, the amount of their assets. The purpose of the tax is to raise revenue for the state or city.

FUNCTION

A group of related activities aimed at accomplishing a major service or regulatory program for which the city is responsible. For example, public safety is a function.

FUND

An independent fiscal and accounting entity with a self balancing set of accounts recording cash and/or other resources, together with all related liabilities, obligations, reserves, and equities which are segregated for the purpose of carrying on specific activities or attaining certain objectives.

FUND BALANCE

The excess of the assets of a fund over its liabilities, reserves and carryover.

FUND BALANCE- UNRESERVED

The excess of the assets of a governmental fund over its liabilities and reserved fund balance accounts.

Glossary

FUND BALANCE- UNRESERVED, DESIGNATED

The segregation of a portion of fund balance to indicate tentative plans for future financial resource use, such as general contingencies or equipment replacement. These designations reflect tentative managerial plans or intent and should be clearly distinguished from reserves.

FUND BALANCE- UNRESERVED, UNDESIGNATED

The portion of fund balance representing expendable available financial resources.

GAAP

Generally Accepted Accounting Principles. Uniform minimum standards for financial accounting and recording, encompassing the conventions, rules and procedures that define accepted accounting principles.

GENERAL CAPITAL PROJECT FUND

This fund accounts for costs associated with construction of new facilities. Main source of revenue is appropriations from the general fund.

GENERAL FUND

The General Fund is used to account for all financial transactions which are not accounted for in another fund. The principal source of revenue of the General Fund is taxes, charges for services and fines and forfeits. Expenditures are for general government, community and economic development, public safety, streets, parks and cemetery.

GENERAL OBLIGATION BONDS

Bonds for whose payments the full faith and credit of the issuing body are pledged. More commonly, but not necessarily, general obligation bonds are considered to be those payable from taxes and other general revenues.

GFOA

Government Financial Officers Association (www.gfoa.org)

GOLF COURSE FUND

To account for the revenue and expense associated with the operation of the Green Springs Golf Course.

GOVERNMENTAL FUNDS

Governmental type activities are accounted by four fund types, which are the General Fund, Special Revenue Fund, Capital Projects Fund and Debt Service Fund.

GRANT

A contribution by one governmental unit to another. The contribution is usually made to aid in the support of a specified function.

HOMESTEAD EXEMPTION

Designed to protect the value of the homes of residents from property taxes, creditors, and circumstances arising from the death of the homeowner spouse.

Glossary

IMPACT FEES

Fees charged to developers to cover, in whole or in part, the anticipated cost of improvements that will be necessary as a result of the development.

INCOME

This term is used in accounting for governmental enterprises and represents the excess of the revenues earned over the expenses incurred in carrying on particular phases of and enterprise's activities. The excess of the total revenues over the total expenses of the utility for a particular accounting period is called "net income."

INDIRECT COST

A cost necessary for the functioning of the organization as a whole, but cannot be directly assigned to one service.

INFRASTRUCTURE

The physical assets of a government (e.g., streets, water, sewer, public building and parks).

INTERFUND TRANSFERS

The movement of monies between funds of the same governmental entity.

INTERGOVERNMENTAL REVENUE

Funds received from federal, state and other local government sources in the form of grants, shared revenues and payments in lieu of taxes.

INTERNAL CONTROL

A plan of organization for purchasing, accounting and other financial activities which, among other things, provides that: the duties of employees are subdivided so that no single employee handles a financial action from beginning to end; proper authorizations from specific responsible officials are obtained before key steps in the processing of a transaction are completed; and, records and procedures are arranged appropriately to facilitate effective control.

INTERNAL DEBT SERVICE FUND

This fund is used to issue loans internally when appropriate to finance projects rather than seeking traditional financing through long term bonding. Resources to establish this fund were generated from the sale of city land.

INTERNAL SERVICE FUND

Funds used to account for the financing of goods or services provided by one department or agency to other departments or agencies of a government, or to other governments, on a cost-reimbursement basis.

INVESTMENTS

Securities and real estate held for the production of income in the form of interest, dividends, rentals, or lease payments. The term does not include fixed assets used in city operations.

IRRIGATION FUND

To account for the revenue and expense of providing irrigation services to a portion of the residents of the city.

Glossary

LEISURE SERVICES CAPITAL PROJECT FUND

This fund accounts for costs associated with the construction of new parks, trails and cemetery. Main source of revenue is park impact fees and appropriations from the general fund.

LEVY

To impose taxes for the support of government activities.

LONG-TERM DEBT

Debt with a maturity of more than one year after the date of issuance.

MATERIALS AND SUPPLIES

Expendable materials and operating supplies necessary to conduct departmental operations.

MATURITIES

The dates on which the principal or stated values of investments or debt obligations mature and may be reclaimed.

MUNICIPAL BUILDING AUTHORITY

This fund is used to account for the payment of interest and principal on the 2008 MBA bonds. The primary source of revenue for debt service is lease payments

NON-OPERATING INCOME

Income of governmental enterprises of a business character which is not derived from the operation of such enterprises. An example is interest on investments or on bank deposits.

OBLIGATIONS

Amounts that a government may be legally required to meet out of its resources. They include not only actual liabilities, but also encumbrances not yet paid.

OPERATING BUDGET

The portion of the budget that pertains to daily operations providing basic governmental services. The program budgets in the financial plan form the operating budget.

OPERATING EXPENSES

As used in the accounts of governmental enterprises of a business character, the term means such costs as are necessary to the maintenance of the enterprise, the rendering of services for which operated, the sale of merchandise, the production and disposition of commodities produced, and the collection of the revenues.

PERSONNEL SERVICES

Expenditures for salaries, wages and fringe benefits of a government's employees.

POWER FUND

To account for the revenue and expense of providing power services to a portion of the residents of the city.

Glossary

PRIOR-YEAR ENCUMBRANCES

Obligations from previous fiscal years in the form of purchase orders, contracts of salary commitments that are chargeable to an appropriation, and for which a part of the appropriation is reserved. They cease to be encumbrances when the obligations are paid or otherwise terminated.

PROPERTY ACQUISITION CAPITAL PROJECT FUND

This fund accounts for costs associated with acquisition of new property. Main source of revenue is appropriations from the general fund.

PROPERTY TAX

A tax assessed on real estate by the local government. The tax is usually based on the value of property (including the land) owned.

PROPRIETARY FUNDS

Proprietary funds account for self-financing, business-like activities.

PURCHASE ORDER

A document issued to authorize a vendor or vendors to deliver specified merchandise or render a specified service for a stated price. Outstanding purchase orders are called encumbrances.

REAPPROPRIATION

Appropriations, which are not expended at the end of a fiscal year, that are an encumbrance of the County or for a specific purpose are funded for in the subsequent fiscal year.

RESERVE

An account used to indicate that a portion of fund equity is legally restricted for a specific purpose or not available for appropriation and spending.

RESERVE FOR CONTINGENCIES

A budgetary reserve set aside for emergencies or unforeseen expenditures not otherwise budgeted for.

RESOLUTION

A special or temporary order of a legislative body; an order of a legislative body requiring less legal formality than an ordinance or statute.

RETAINED EARNINGS

An ownership account reflecting the accumulated earnings of an Enterprise Fund.

REVENUE

The yield of taxes and other sources of income that the city collects and receives into the treasury for public use. For those revenues which are recorded on the accrual basis, this term additions to assets which: (a) do not increase any liability; (b) do not represent the recovery of an expenditure; (c) do not represent the cancellation of certain liabilities

SEWER FUND

To account for the revenue and expense of providing sewer services to the residents of the city.

Glossary

SOURCE OF REVENUE

Revenues are classified according to their source or point of origin.

SPECIAL REVENUE FUNDS

Special revenue funds are used to account for and report the proceeds of specific revenue sources that are restricted or committed to expenditures for specified purposes other than debt service or capital projects. Special revenue funds are sometimes created to segregate and identify for interim accounting purposes, expenditures relating to certain revenues received (such as the creation of a special revenue fund for state allocated road money or impact fees collected).

STORM WATER FUND

To account for the revenue and expense of providing storm drain services to the residents of the city.

STREET CAPITAL PROJECT FUND

This fund accounts for costs associated with the construction of new roads. Primary source of revenue is street impact fees, monies generated from that portion of sales tax known as highway tax and appropriations from the general fund.

SUPPLEMENTAL APPROPRIATION

An additional appropriation made by the governing body after the budget year or biennium has started.

SURPLUS

An amount or quantity in excess of what is needed. In accounting it is:

- 1- total assets minus the sum of all liabilities
- 2- Excess of a corporation's net assets over the face value of its capital stock
- 3- Excess of receipts over expenditures

TAXES

Compulsory charges levied by a government for the purpose of financing services performed for the common benefit of the people. This term does not include specific charges made against particular persons or property for current or permanent benefit, such as special assessments.

TRANSFERS

All interfund transactions except loans or advances, quasi-external transactions and reimbursements.

TRUST AND AGENCY

A fund used to account for assets held by a governmental unit in a trustee capacity or as an agent for individuals, private organizations, other governmental units, and/or other funds. These include (1) Expendable Trust Funds, (2) Nonexpendable Trust Funds, (3) Pension Trust Funds, and (4) Agency Funds.

Glossary

WASHINGTON CITY

The city of choice in Southern Utah. (www.washingtoncity.org)

WASHINGTON COUNTY

In Utah the most Southwest County including Washington City (www.washco.state.ut.us)

WATER FUND

To account for the revenue and expense of providing water services to the residents of the city.

UNRESERVED FUND BALANCE

The portion of a fund's balance that is not restricted for a specific purpose and is available for general appropriation.

USER CHARGES

The payment of a fee for direct receipt of a public service by the party who benefits from the service.