



CITY OF OREM
CITY COUNCIL MEETING
56 North State Street, Orem, Utah
June 18, 2024

*This meeting may be held electronically
to allow a Councilmember to participate.*

3:30 P.M. WORK SESSION - CITY COUNCIL CHAMBERS

- 1 PRESENTATION - Utah Renewable Communities Programs (45 min)**
Presenter: Christopher Thomas, URC Board and Dan Dugan, Chair of URC Board
- 2 PRESENTATION - Utopia (20 min)**
Presenter: Roger Timmerman, Utopia
- 3 PRESENTATION - North Pointe Solid Waste Special Service District (20 min)**
Presenter: Neil Schwendiman, North Pointe Solid Waste District
- 4 PRESENTATION - Fraud Assessment Questionnaire (10 min)**
Presenter: Brandon Nelson, CPA, Finance Director
- 5 PRESENTATION - Year End School Safety (10 min)**
Presenter: Scott Spieth, Police Captain
- 6 PRESENTATION - Interlocal Agreement Provo 2000 South (10 min)**
Presenter: Taggart Bowen, Acting City Engineer
- 7 PRESENTATION - Victim Assistance (10 min)**
Presenter: Renee Flitton, Victim Advocate Supervisor; Heidi Francis, Victim Advocate and Aiza Stevens, Victim Advocate

1. AGENDA REVIEW & PREVIEW OF UPCOMING AGENDA ITEMS

The City Council will review the items on the agenda.

2. CITY COUNCIL REPORTS (BOARDS & COMMISSIONS, NEW BUSINESS, ETC.)

This is an opportunity for members of the City Council to raise issues of information or concern.

2.1 Tom Macdonald to report

6:00 P.M. REGULAR SESSION - COUNCIL CHAMBERS

3. CALL TO ORDER
4. INVOCATION/INSPIRATIONAL THOUGHT: BY INVITATION
5. PLEDGE OF ALLEGIANCE: BY INVITATION
6. MAYOR'S REPORT/ITEMS REFERRED BY COUNCIL

6.1 PRESENTATION - BABO Ambassador Scholarships

Presenter: Keri Rugg, Management Services Director and Amy Peterson, Human Resources Division Manager

6.2 REPORT - Senior Center

Presenter: Gena Bertelsen, Recreation Operations Supervisor

6.3 REPORT - Oremfest Wrap Up

Presenter: Karina Eckern, Events Coordinator, Peter Wolfley, Communications Division Manager, PIO and Bryce Merrill, Library and Recreation Director

7. PERSONAL APPEARANCES – 15 MINUTES

Time has been set aside for the public to express their ideas, concerns, and comments on items not scheduled as public hearings on the Agenda. Those wishing to speak are encouraged to show respect for those who serve the city. Comments should focus on issues concerning the city. Those wishing to speak should have signed in before the beginning of the meeting. (Please limit your comments to 3 minutes or less.)

8. CONSENT ITEMS

8.1 APPROVAL OF MEETING MINUTES

May 28, 2024

8.2 APPROVAL - Updated City Council Schedule for 2024

8.3 ORDINANCE - Water Reclamation, Pretreatment, and Local Limits Code Updates

8.4 RESOLUTION - Interlocal Agreement Provo 2000 South

8.5 RE-APPOINTMENT - Transportation Advisory Commission

Kathleen Turner

8.6 APPOINTMENT - Planning Commission

Rod Erickson

9. SCHEDULED ITEMS

9.1 PUBLIC HEARING - ORDINANCE - Amend current Fiscal Year 2023-2024 Budget

Presenter: Brandon C. Nelson, CPA, Finance Director

Whereas the Orem City Council has held a public hearing on revising the Fiscal Year 2023-2024 Budget and deems the revisions appropriate to accommodate new revenues and expenses, the City Council of Orem amends and approves the Fiscal Year 2023-2024 budget as shown in Exhibit A.

9.2 PUBLIC HEARING - Enterprise Fund Transfers Budgeted for FY 2024-2025

Presenter: Brandon C. Nelson, CPA, Finance Director

No action needs to be taken on this item other than comments made during the public hearing being considered when approving the City's FY 2024-2025 budget.

9.3 PUBLIC HEARING - ORDINANCE - Local Government Officers Compensation

Presenter: Brandon C. Nelson, CPA, Finance Director

The City Council of Orem approves and adopts an ordinance enacting compensation increases for specific City officers as shown in Exhibit A.

9.4 PUBLIC HEARING - ORDINANCE - Adopt City of Orem Fiscal Year 2024-2025 Budget

Presenter: Brandon C. Nelson, CPA, Finance Director

The City Council of Orem approves and adopts the Budget for Fiscal Year 2024-2025, adopting the Compensation Programs, adopting Fees and Charges, setting the Property Tax, Franchise Tax, Municipal Energy Sales and Use Tax, Telecommunications License Tax, Transient Room Tax, and E-911 Fee Rates.

10. COMMUNICATION ITEMS

11. CITY MANAGER INFORMATION ITEMS

This is an opportunity for the City Manager to provide information to the City Council. These items are for information and do not require action by the City Council.

12. ADJOURN TO A MEETING OF THE OREM REDEVELOPMENT AGENCY (RDA)

13. RDA CONSENT ITEMS

13.1 APPROVAL OF RDA MEETING MINUTES

May 14, 2024

14. RDA SCHEDULED ITEMS

14.1 PUBLIC HEARING - RESOLUTION - Adopt the Redevelopment Agency of the City of Orem Fiscal Year 2024-2025 Budget and Amend the Fiscal Year 2023-2024 Budget.

Presenter: Brandon C. Nelson, CPA, Finance Director

The Board of Directors of the Redevelopment Agency of the City of Orem approves and adopts the Budget for Fiscal Year 2024-2025 and amends the Fiscal Year 2023-2024 Budget.

15. ADJOURN TO A MEETING OF THE OREM SPECIAL SERVICE LIGHTING DISTRICT (SSLD)

16. SSLD CONSENT ITEMS

16.1 APPROVAL OF MEETING MINUTES

May 14, 2024

17. SSLD SCHEDULED ITEMS

17.1 PUBLIC HEARING - RESOLUTION - Adopt the Special Service Lighting District of the City of Orem Fiscal Year 2024-2025 Budget

Presenter: Brandon C. Nelson, CPA, Finance Director

The Board of Directors of the Special Service Lighting District of the City of Orem approve and adopt the Fiscal Year 2024-2025 Budget.

18. ADJOURN TO A MEETING OF THE OREM MUNICIPAL BUILDING AUTHORITY (MBA)

19. MBA CONSENT ITEMS

19.1 APPROVAL OF MEETING MINUTES

June 13, 2023

20. ADJOURN

THE PUBLIC IS INVITED TO PARTICIPATE IN ALL CITY COUNCIL MEETINGS.

**If you need a special accommodation to participate in the City Council Meetings and Study Sessions, please call the City Recorder's Office at least 3 working days prior to the meeting.
(Voice 801-229-7000)**

This agenda is also available on the City's webpage at orem.org

Fraud Risk Assessment

Continued

*Total Points Earned: 335/395 *Risk Level: Very Low Low Moderate High Very High
 > 355 316-355 276-315 200-275 < 200

	Yes	Pts
1. Does the entity have adequate basic separation of duties or mitigating controls as outlined in the attached Basic Separation of Duties Questionnaire?	✓	200
2. Does the entity have governing body adopted written policies in the following areas:		
a. Conflict of interest?	✓	5
b. Procurement?	✓	5
c. Ethical behavior?	✓	5
d. Reporting fraud and abuse?	✓	5
e. Travel?	✓	5
f. Credit/Purchasing cards (where applicable)?	✓	5
g. Personal use of entity assets?	✓	5
h. IT and computer security?	✓	5
i. Cash receipting and deposits?	✓	5
3. Does the entity have a licensed or certified (CPA, CGFM, CMA, CIA, CFE, CGAP, CPFO) expert as part of its management team?	✓	20
a. Do any members of the management team have at least a bachelor's degree in accounting?	✓	10
4. Are employees and elected officials required to annually commit in writing to abide by a statement of ethical behavior?		20
5. Have all governing body members completed entity specific (District Board Member Training for local/special service districts & interlocal entities, Introductory Training for Municipal Officials for cities & towns, etc.) online training (training.auditor.utah.gov) within four years of term appointment/election date?		20
6. Regardless of license or formal education, does at least one member of the management team receive at least 40 hours of formal training related to accounting, budgeting, or other financial areas each year?	✓	20
7. Does the entity have or promote a fraud hotline?	✓	20
8. Does the entity have a formal internal audit function?		20
9. Does the entity have a formal audit committee?	✓	20

*Entity Name: City of Orem

*Completed for Fiscal Year Ending: 6/30/24 *Completion Date: 6/18/24

*CAO Name: Ryan L. Clark *CFO Name: Brandon C. Nelson, CPA

*CAO Signature: [Signature] *CFO Signature: Brandon C. Nelson, CPA

*Required

Basic Separation of Duties

See the following page for instructions and definitions.

	Yes	No	MC*	N/A
1. Does the entity have a board chair, clerk, and treasurer who are three separate people?	✓			
2. Are all the people who are able to receive cash or check payments different from all of the people who are able to make general ledger entries?	✓			
3. Are all the people who are able to collect cash or check payments different from all the people who are able to adjust customer accounts? If no customer accounts, check "N/A".	✓			
4. Are all the people who have access to blank checks different from those who are authorized signers?	✓			
5. Does someone other than the clerk and treasurer reconcile all bank accounts OR are original bank statements reviewed by a person other than the clerk to detect unauthorized disbursements?	✓			
6. Does someone other than the clerk review periodic reports of all general ledger accounts to identify unauthorized payments recorded in those accounts?	✓			
7. Are original credit/purchase card statements received directly from the card company by someone other than the card holder? If no credit/purchase cards, check "N/A".	✓			
8. Does someone other than the credit/purchase card holder ensure that all card purchases are supported with receipts or other supporting documentation? If no credit/purchase cards, check "N/A".	✓			
9. Does someone who is not a subordinate of the credit/purchase card holder review all card purchases for appropriateness (including the chief administrative officer and board members if they have a card)? If no credit/purchase cards, check "N/A".	✓			
10. Does the person who authorizes payment for goods or services, who is not the clerk, verify the receipt of goods or services?	✓			
11. Does someone authorize payroll payments who is separate from the person who prepares payroll payments? If no W-2 employees, check "N/A".	✓			
12. Does someone review all payroll payments who is separate from the person who prepares payroll payments? If no W-2 employees, check "N/A".	✓			

* MC = Mitigating Control



**CITY OF OREM
CITY COUNCIL
MEETING
JUNE 18, 2024**

REQUEST:	APPROVAL OF MEETING MINUTES
APPLICANT:	
NOTICES:	
SITE INFORMATION:	
PREPARED BY:	

REQUEST:

BACKGROUND:

RECOMMENDATION:



**CITY OF OREM
CITY COUNCIL
MEETING
JUNE 18, 2024**

REQUEST:	APPROVAL - Updated City Council Schedule for 2024
APPLICANT:	
NOTICES:	
SITE INFORMATION:	
PREPARED BY:	

REQUEST:

BACKGROUND:

RECOMMENDATION:

City Council Meetings for 2024

Meetings held 6 PM at the City Center (56 N State Street)

City Council dates:

January 3, 2024
January 5-6, 2024
January 9, 2024
January 23, 2024
February 13, 2024
February 27, 2024

March 12, 2024
March 27, 2024

April 9, 2024

April 23, 2024
May 14, 2024
May 28, 2024

June 18, 2024

July 9, 2024
August 13, 2024
August 27, 2024

~~September 10, 2024~~
September 17, 2024

October 8, 2024

October 29, 2024

November 12, 2024
December 10, 2024

Other important dates and information

New Councilmembers Swear In
City Council Retreat

March 5 Presidential Primary or Caucus

Work Session Only
April 1-5th: ASD Spring Break

April 17th – 19th : ULCT Mid-Year Conference

June 3rd – 8th: Oremfest

June 25 Primary Election Day

September 4-6th ULCT Fall Conference
CANCELED

September 21st-25th ICMA Conference

October 17th – 21st: ASD Fall Break

November 5th – General Election Day



**CITY OF OREM
CITY COUNCIL
MEETING
JUNE 18, 2024**

REQUEST:	ORDINANCE - Water Reclamation, Pretreatment, and Local Limits Code Updates
APPLICANT:	
NOTICES:	
SITE INFORMATION:	
PREPARED BY:	

REQUEST:

BACKGROUND:

RECOMMENDATION:

ORDINANCE NO. _____

AN ORDINANCE BY THE OREM CITY COUNCIL UPDATING
CHAPTER 11 – HEALTH AND SANITATION TO INCLUDE
PRETREATMENT LEGAL AUTHORITY AND LOCAL LIMITS
AND CHAPTER 20 – WATER RECLAMATION.

WHEREAS City Staff has recommended changes to Chapter 11 – Health and Sanitation and Chapter 20 – Water Reclamation to conduct some general housekeeping of the code, including updating definitions and standardizing on correct terminology; and

WHEREAS City Staff has recommended several specific changes including defining sewer requirements for accessory dwelling units (ADUs), prohibiting the discharge of “flushable wipes,” providing requirements for acceptance of a private sewer main to public ownership, and clarifying the Fats, Oils, and Grease (FOG) program that regulates the wastewater discharge of restaurants and auto shops; and

WHEREAS City Staff has recommended moving references to most pretreatment regulations from Chapter 20 – Water Reclamation to Chapter 11 Article 6 – Health and Sanitation; and

WHEREAS the recommended edits are so numerous, albeit relatively minor, City Staff has recommended the City Council repeal Chapter 20 – Water Reclamation in its current form and adopt new code as previously provided in draft form and as explained in previous work sessions; and

WHEREAS the City is required to update the Local Limits which defines the amount of certain pollutants allowed in wastewater discharged by certain industrial and commercial users as required by USEPA under 40 CFR Part 403.8; and

WHEREAS the Utah Division of Water Quality (DWQ) solicited public comment regarding the proposed modifications to the Orem Ordinance and Local Limits for implementing the Pretreatment Program; and

WHEREAS the proposed changes are considered a substantial modification of the City’s Pretreatment Program; and

WHEREAS DWQ reviewed the proposed changes and found that the changes met the requirements of R317-8-8 and 40 CFR 403.

WHEREAS DWQ public noticed the modification to the Orem Ordinance (Pretreatment Legal Authority) and Local Limits for implementing the Pretreatment Program associated with Utah Pollutant Discharge Elimination System (UPDES) Permit Number UT0020915 on the DWQ public notice webpage for forty-two days from March 13, 2024 to April 23, 2024; and.

WHEREAS the City sent an email to all permitted industries in the City informing them of the public notice and opportunity to comment; and

WHEREAS no public comments were received regarding the proposed changes to the Orem Ordinance and Local Limits; and

WHEREAS DWQ formally approved the City's Pretreatment Legal Authority and Local Limits for implementing the Pretreatment Program in a letter dated June 3, 2024 as shown in Exhibit "D"; and

WHEREAS the City Council considered the proposed updates and changes at a public meeting on May 28, 2024; and

WHEREAS the agenda of the City Council meeting at which the subject application was heard was posted at the Orem Public Library, on the Orem City webpage and at the City offices at 56 North State Street; and

WHEREAS the matter having been submitted and the City Council having fully considered the request as it relates to the health, safety, and general welfare of the City; and the special conditions applicable to the request.

NOW THEREFORE, BE IT ORDAINED BY THE CITY COUNCIL OF THE CITY OF OREM, UTAH, as follows:

1. The City Council finds the request to repeal Chapter 20 – Water Reclamation in its current form and adopt new code as previously provided in draft form and as explained in previous work sessions; and to move references to most pretreatment regulations from Chapter 20 – Water Reclamation to Chapter 11 Article 6 – Health and Sanitation which include Pretreatment Legal Authority and Local Limits as presented is in the best interest of the City.
2. The City Council hereby amends Chapter 20 – Water Reclamation to read as shown in Exhibit "A" which is attached hereto and incorporated herein by reference.
3. The City Council hereby amends Chapter 11 – Health and Sanitation to include Article 6 of the Orem City Code to read as shown in Exhibit "B" which is attached hereto and incorporated herein by reference.

4. The City Council hereby approves the Pretreatment Legal Authority and Local Limits as presented and as shown in Exhibit “C” which is attached hereto and incorporated herein by reference.
5. This ordinance shall take effect immediately upon passage and publication in a newspaper of general circulation in the City of Orem.
6. If any part of this ordinance shall be declared invalid, such decision shall not affect the validity of the remainder of this ordinance.
7. All other ordinances or policies in conflict herewith, either in whole or part, are hereby repealed.

PASSED, APPROVED and ORDERED PUBLISHED this 18th day of June, 2024.

David A. Young, Mayor

ATTEST:

Teresa McKittrick, City Recorder

COUNCILMEMBER	AYE	NAY	ABSTAIN
Mayor David A. Young	☐	☐	☐
Jeff Lambson	☐	☐	☐
Chris Killpack	☐	☐	☐
Tom Macdonald	☐	☐	☐
LaNae Millett	☐	☐	☐
Jennifer Gale	☐	☐	☐
David Spencer	☐	☐	☐

Exhibit A



CODE OF ORDINANCES

CHAPTER 20. WATER RECLAMATION

Contents:

- Article 20-1. General Provisions
- Article 20-2. Use of Public Sewers
- Article 20-3. Sanitary Sewer, Building Sewers and Connections
- Article 20-4. Powers and Authority of Inspectors
- Article 20-5. Construction, Connection and Repair Permits
- Article 20-6. Fats, Oils, and Grease
- Article 20-7. Fees and Charges
- Article 20-8. Administrative Enforcement Remedies
- Article 20-9. Judicial Enforcement Remedies

Article 20-1. General Provisions

Contents:

- 20-1-1. Purpose.
- 20-1-2. Definitions.
- 20-1-3. Abbreviations.

20-1-1. Purpose.

It is necessary for the health, safety and welfare of the residents of the City of Orem to regulate the collection and treatment of wastewater and to provide for maximum public benefit. The provisions of this Chapter set forth uniform requirements for direct and indirect contributors into the wastewater collection and treatment system for the City of Orem Publicly Owned Treatment Works (POTW), and enable the POTW to comply with all applicable local, state and federal laws.

The objectives of this Chapter are:

- A. To prevent the introduction into the POTW wastewater system of pollutants which will interfere with the operation of the system or contaminate the resulting biosolids;
(Ord. No. 661, Revised, 04/10/90; Ord. No. O-92-023, Amended, 10/27/92; Ord. No. O-06-0009, Amended 5/23/06)
- B. To prevent the introduction into the POTW wastewater system of pollutants which will pass through the system, inadequately treated, into receiving waters or the atmosphere or which would be incompatible with the system;



(Ord. No. 661, Revised, 04/10/90; Ord. No. O-92-023, Amended, 10/27/92; Ord. No. O-06-0009, Amended 5/23/06)

- C. To improve the opportunity to recycle and reclaim waste waters and biosolids from the system;
(Ord. No. 661, Revised, 04/10/90; Ord. No. O-92-023, Amended, 10/27/92; Ord. No. O-06-0009, Amended 5/23/06)
- D. To provide for equitable distribution among Users of the cost of operating and maintaining the POTW wastewater system; and
(Ord. No. 661, Revised, 04/10/90; Ord. No. O-92-023, Amended, 10/27/92; Ord. No. O-06-0009, Amended 5/23/06)

- E. To provide for and promote the general health, safety and welfare of the citizens residing within the POTW service area.

The provisions herein provide for the regulation of direct and indirect contributors to the POTW wastewater system through the issuance of permits and through enforcement of general requirements for all Users. They authorize monitoring and enforcement activities, require User reporting, assume that existing Users' capability will not be preempted, and provide for the setting of fees for the equitable distribution of costs resulting from the program established herein.

The provisions herein shall apply to the POTW, Users of the POTW, and any person or entity otherwise regulated by this Chapter.

(Ord. No. 661, Revised, 04/10/90; Ord. No. O-92-023, Amended, 10/27/92; Ord. No. O-06-0009, Amended 5/23/06)

20-1-2. Definitions.

Unless the context specifically indicates otherwise, the following terms and phrases, as used in this Chapter, shall have the meanings hereinafter designated:

Accessory Dwelling Unit (ADU). As defined in Utah Code Annotated § 10-9A-103

Act or 'The Act'. The Federal Water Pollution Control Act, also known as The Clean Water Act, 33 U.S.C. §1251 *et seq.*, as amended.

Alkaline hydrolysis cremation. A form of cremation that uses water and chemicals to break down the human body to its bare minimum. Also known as water cremation, biocremation, and green cremation

Administrative Fine. A fine assessed by the Director against a User for violating one or more of the provisions of this Chapter.

Approval authority. The Director, or his/her designee in an NPDES state with an approved state pretreatment program and the Administrator, or his/her designee of the EPA in a non-NPDES state or NPDES state without an approved state pretreatment program.

A.S.T.M. The American Society for Testing and Materials.

Authorized representative of commercial user. An authorized representative of an industrial user may be: (a) A principal executive officer of at least the level of vice president, if the industrial user is a corporation; (b) A general partner or proprietor if the industrial user is a partnership or proprietorship, respectively; or (c) A duly authorized representative of the individual designated above if such representative is responsible for the overall operation of the facilities from which the indirect discharge originates.



Biochemical oxygen demand (BOD). The quantity of oxygen utilized in the biochemical oxidation of organic matter under standard laboratory procedure, five (5) days at twenty degrees centigrade (20°C), usually expressed in terms of weight and concentration (milligrams per liter (mg/L). Laboratory determinations shall be made in accordance with procedures set forth in standard methods.

Biosolid. A primarily organic solid product, produced by wastewater treatment processes, that can be beneficially recycled. (Previously referred to as “sludge”.)

Building Sewer. See Sewer Lateral or Service Connection below.

Chemical Oxygen Demand (COD). The oxygen equivalent of that portion of organic matter in a wastewater sample that is susceptible to oxidation by a strong chemical oxidant.

City. The City of Orem

City Manager. The City Manager of the City of Orem, or his or her designee.

Chlorine demand. The amount of chlorine required to produce a free chlorine residual of 1.0 mg/L after a contact time of 15 minutes as measured by the DPD (N,N-diethyl-p-phenylenediamine) Method on a sample at a temperature of 20 degrees centigrade in conformance with standard methods.

Commercial User. All retail stores, restaurants, office buildings, laundries, and other private business and service establishments that discharge wastewater to the sewer system.

Compatible pollutant. Biochemical oxygen demand, suspended solids, pH and fecal coliform bacteria; plus any additional pollutants identified in the POTW’s UPDES permit, where the POTW is designed to treat such pollutants and, in fact, does treat such pollutants to the degree required by its UPDES permit.

Construction standards. The general construction requirements adopted by the POTW for installation of wastewater facilities.

Contamination. An impairment of the quality of the waters of the State by waste to a degree which creates a hazard to the environment and/or public health through poisoning or through the spread of disease, as described in Standard Methods.

Control authority. The City of Orem

Cooling water. The water discharged from any use such as air conditioning, cooling or refrigeration, to which the only pollutant added is heat.

Council. The City Council of the City of Orem, Utah.

Direct discharge. The discharge of treated or untreated wastewater directly into the waters of the State of Utah.

Director. The Director of Public Works of the City of Orem or his/her duly appointed deputy, agent or representative.

Discharger. Any person who discharges or causes the discharge of wastewater into a POTW sewer system.

Easement. An acquired legal right for the specific use of land owned by others.

Environmental Protection Agency, or EPA. The U.S. Environmental Protection Agency, or where appropriate, the term may also be used as a designation for the Administrator or other duly authorized official of said agency.

Flushable Wipes. A woven, premoistened, disposable wipe that is constructed from woven sheets and designed



and marketed for diapering, personal hygiene, or household hard surface cleaning purposes.

Floatable oil. Oil, fat or grease in a physical state such that it will separate by gravity from wastewater by treatment in an approved pretreatment facility. Wastewater shall be considered free of floatable fat if it is properly pretreated and the wastewater does not interfere with the collection system.

Garbage or Food Waste. Every waste accumulation of animal, fruit or vegetable matter, or food, liquid or otherwise, that attends the preparation, use, cooking, dealing in, or storing of meat, fish, fruit, vegetables, or edible materials that may be processed through a food waste disposal.

Grab sample. A sample which is taken from a waste stream on a one-time basis with no regard to the flow in the waste stream and without consideration of time.

Holding tank sewage. Any wastewater from holding tanks such as vessels, chemical toilets, campers, trailers, septic tanks, sealed vaults, and vacuum-pump tank trucks.

Incompatible pollutant. All pollutants other than compatible pollutants as defined under compatible pollutant.

Indirect discharge. The discharge or the introduction of non-domestic pollutants from any source regulated under Section 307(b), (c), or (d) of the Act, (33 U.S.C. 1317), into the POTW (including holding tank sewage discharged into the system).

Inspector. An authorized inspector of the City.

Interference. The inhibition or disruption of the POTW treatment processes or operations which contributes to a violation of any requirement of the POTW UPDES Permit. The term includes prevention of sewage biosolid use or disposal by the POTW in accordance with Section 405 of the Act, (33 U.S.C. 1345) or any criteria, guidelines or regulations developed pursuant to the Solid Waste Disposal Act (SWDA), the Clean Air Act, the Toxic Substances Control Act, or more stringent state criteria (including those contained in any State biosolid management plan prepared pursuant to Title IV of SWDA) applicable to the method of treatment and disposal or use employed by the POTW.

Manager. The POTW Manager or his designated representative.

Maximum Cap. The maximum cap designates when the User will be considered in violation of their permit.

National Categorical Pretreatment

Natural outlet. Any outlet, including storm sewers and combined sewer overflows, into a water course, pond, ditch, lake or other body of surface or groundwater.

New source. Any building, structure, facility, or installation from which there is or may be a discharge of wastewater, provided that:

National Pollution Discharge Elimination System or NPDES Permit. A permit issued pursuant to section 402 of the Act (33 U.S.C. 1342).

Pass through. A discharge which exits the POTW into the waters of the United States in quantities which, alone or in conjunction with a discharge or discharges from other sources, is a cause of a violation of any requirement of the City's UPDES permit, including an increase in the magnitude or duration of a violation.

Person. Any individual, partnership, co-partnership, firm, company, corporation, association, joint stock company, trust, estate, governmental entity or any other legal entity, or their legal representatives, agents or assigns. The masculine gender shall include the feminine, the singular shall include the plural where indicated by context.



Pet waste. Pet Waste means feces from any household pet including, but not limited to, dogs, cats, and birds and also includes all material that has come into direct contact with the feces and all material contaminated with the feces.

pH. A measure of the acidity or alkalinity of a solution, numerically equal to 7 for neutral solutions, increasing with increasing alkalinity and decreasing with increasing acidity. The pH scale commonly in use ranges from 0 to 14.

Pollution or pollutant. The man-made or man-induced alteration of the chemical, physical, biological, and radiological integrity of water, including, but not limited to, any dredged spoil, solid waste, incinerator residue, sewage, garbage, sewage biosolids, munitions, chemical wastes, biological materials, radioactive materials, heat, wrecked or discharged equipment, rock, sand, cellar dirt and industrial, municipal, and agricultural waste discharge into water.

Potential Heavy Metal Contributor (“PHMC”). Any User that may, through normal business operations, discharge heavy metals into the POTW. Examples of PHMC Users include, but are not limited to:

- A. Automotive repair shops, including auto body and transmission businesses
- B. Bus Depots
- C. Radiator repair shops
- D. Tire centers
- E. Battery Outlets
- F. Car and Truck washes
- G. Machine shops
- H. Equipment rental centers
- I. Small engine repair shops
- J. Recreational rental and/or repair centers
- K. Schools that teach mechanics or engine repair
- L. Any industry that has process flow with detectable metal concentrations.

Pretreatment or treatment. The reduction of the amount of pollutants, the elimination of pollutants, or the alteration of the nature of pollutant properties in wastewater to a less harmful state prior to or in lieu of discharging or otherwise introducing such pollutants into a POTW. The reduction of alteration can be obtained by physical, chemical or biological processes, or process changes by other means, except as prohibited by 40 CFR Section 403.6(d).

Private Sewer Main or Private Collection System. A private sewer system that conveys wastewater to the Public Sewer Main. This system is NOT maintained by the City.

Process Wastewater. Any wastewater discharge which during manufacturing or processing comes into direct contact with, or results from the production or use of, any raw material, intermediate product, finished product, byproduct, or waste product.

Process Wastewater Pollutants. Pollutants present in Process Wastewater.

Properly shredded garbage. The wastes from the preparation, cooking and dispensing of food that have been shredded to such a degree that all particles will be carried freely under the flow conditions normally prevailing in public sewers, with no particle greater than 1/2 inch (1.27 centimeters) in any dimension.



Publicly Owned Treatment Works (POTW). A treatment works as defined by Section 212 of the Act, (33 U.S.C. 1291) which is owned by the City, having statutory authority to collect and treat wastewater. This definition includes the wastewater treatment plant, all lift stations, all equipment, machinery and appurtenances to the plant and the lift stations, and any wastewater lines and appurtenances used in the conveyance of wastewater to the treatment plant, except building or lateral sewer lines. For the purposes of this Chapter, POTW shall also include any wastewater lines that convey wastewater to the POTW from persons outside the POTW boundaries who are by contract or agreement with the POTW actual Users of the POTW.

Public Sewer Main or Public Collection System. A sewer that receives wastewater from the sewer lateral and conveys the wastewater to the POTW. This excludes the sewer lateral connection.

POTW Governing Authority. The term "POTW Governing Authority" shall refer to the Council.

Receiving water quality requirements. Requirements for the POTW's treatment plant effluent established by the POTW or by applicable State or Federal regulatory agencies for the protection of receiving water quality. Such requirements shall include effluent limitations, and waste discharge standards, requirements, limitations, or prohibitions which may be established or adopted from time to time by State or Federal laws or regulatory agencies.

Residential User. A User under 25,000 gallons per month which is free from industrial waste, and of such character as to permit satisfactory disposal without special treatment into the POTW wastewater system. Disposal flow of a residential User is based on the winter-time culinary water usage.

Sanitary sewer. The pipe or conduit system and appurtenances, for the collection, transportation, pumping, and treatment of wastewater. This definition shall also include the terms "public sewer", "sewer system", "POTW sewer", "collection system" and "sewer". Excludes "Sewer Lateral or Service Connection" as defined below.

Sewer. A pipe or conduit that carries wastewater or sewage.

Sewer Lateral or Service Connection. A sewer conveying the wastewater of a User from a residential building or other structure to a POTW sewer line, including direct connections to a POTW sewer where permitted by the POTW. A sewer lateral is a building sewer line. The sewer lateral extends from the outside wall of a building to a POTW sewer line including the connection to the POTW sewer line. All maintenance and repair/replacement of a sewer lateral is the responsibility of the property owner.

Sludge. Settleable solids separated from liquids during natural or manmade processes.

Slug discharge. A slug discharge is any discharge of non-routine, episodic nature, including but not limited to an accidental spill or non-customary batch discharge (see 40 CFR 403.8(f)(2)(v)).

Standard methods. Procedures described in the latest edition of "Standard Methods for the Examination of Water and Wastewater" as published by the American Public Health Association, the American Water Works Association, and the Water Pollution Control Federation, or such other procedures as may be adopted by the POTW.

State. State of Utah.

Storm sewer. A sewer that carries only storm, surface and ground water drainage.

Storm water. Any flow occurring during or following any form of natural precipitation and resulting therefrom.

Surcharge mode. Surcharge mode designates when the User will begin being subject to surcharges.

Suspended solids. The total suspended matter that floats on the surface of, or is suspended in, water, wastewater, or other liquids, and which is removable by laboratory filtering in accordance with procedures set forth in



Standard Methods.

Toxic pollutants. Any pollutant or combination of pollutants listed in EPA codified Table 1 at 40 CFR 401.15 as toxic or in regulations promulgated by the Administrator of the Environmental Protection Agency under Section 307(a) of the Act.

Unpolluted water. Water of quality equal to or better than the effluent criteria in effect or water that would not cause violation of receiving water quality standards and would not be benefited by discharge to the sanitary sewers and wastewater treatment facilities provided.

UPDES permit. The Utah Pollutant Discharge Elimination System (UPDES) is the Utah version of the NPDES, which is the permit system mandated by Section 402 of the Clean Water Act to control pollutants in waters of the U.S., including storm water.

User. Any person who contributes, causes or permits the contribution of wastewater into the POTW.

Viscosity. The property of a fluid that resists internal flow by releasing counteracting forces.

Wastewater. The liquid and water-carried industrial or domestic wastes from dwellings, commercial buildings, industrial facilities, institutions, recreational vehicles and other human occupied premises. The term shall include the substance commonly referred to as sewage or sewerage.

Wastewater facilities. The structures, equipment, and processes required to collect, carry away, and treat domestic and industrial wastes and dispose of the effluent.

Wastewater strength. The quality of wastewater discharged as measured by its elements, constituents and characteristics.

Wastewater treatment works. An arrangement of devices and structures for treating wastewater, industrial wastes, and biosolids. Sometimes used as synonymous with "waste treatment plant" or "wastewater treatment plant", "water pollution control plant", or "water resource recovery facilities".

Watercourse. A natural or artificial channel for the passage of water either continuously or intermittently.

Waters of the State. All streams, lakes, ponds, marshes, water courses, waterways, wells, springs, reservoirs, aquifers, irrigation systems, drainage systems, and all other bodies or accumulations of water, surface or underground, natural or artificial, public or private, which are contained within, flow through or border upon the State or any portion thereof.

(Ord. No. 661, Revised, 04/10/90; Ord. No. O-92-023, Amended, 10/27/92; Ord. No. O-93-0004, Amended, 03/02/93; Ord. No. O-93-0026, Amended, 10/26/93; Ord. No. O-94-0011, Amended, 05/03/94; Ord. No. O-06-0009, Amended 5/23/06)



20-1-3. Abbreviations.

The following abbreviations shall have the designated meanings:

BOD	Biochemical Oxygen Demand
CIU	Categorical Industrial User
cp	Centipoise = 0.01 poise = c.g.s. unit of absolute viscosity gm sec x cm
COD	Chemical Oxygen Demand
CWA	Clean Water Act
EPA	United States Environmental Protection Agency or its successor
L	Liter
mg	milligrams
mg/L	milligrams per liter (parts per million)
ng/L	nanograms per liter (parts per trillion)
NPDES	National Pollutant Discharge Elimination System
O & G	Oil and Grease
O & M	Operation and Maintenance Costs
POTW	Publicly Owned Treatment Works
PPM	Parts Per Million
SIC	Standard Industrial Classification
SWDA	Solid Waste Disposal Act, 42 USC 6901, <i>et seq.</i>
TSS	Total Suspended Solids
µg/L	micrograms per liter (parts per billion)
UPDES	Utah Pollution Discharge Elimination System
USC	United States Code
WRF	Water Reclamation Facility

(Ord. No. 661, Revised, 04/10/90; Ord. No. O-06-0009, Amended 5/23/06)



Article 20-2. Use of Public Sewers

Contents:

- 20-2-1. Use of public sewer required.
- 20-2-2. Prohibited discharge.
- 20-2-3. Federal Categorical Pretreatment Standards. Repealed
- 20-2-4. Modification of Federal Categorical Pretreatment Standards. Repealed
- 20-2-5. Specific pollutant limitations.
- 20-2-6. State requirements.
- 20-2-7. POTW's right of revision.
- 20-2-8. Dilution prohibited.
- 20-2-9. Damaging sewer prohibited.
- 20-2-10. Manhole covers.
- 20-2-11. Special agreements and contracts.
- 20-2-12. Grease, oil and sand interceptors.
- 20-2-13. Prohibited connections.
- 20-2-14. Private sewage disposal.

20-2-1. Use of public sewer required.

- A. **Discharge into POTW System.** It shall be unlawful for any person to place, deposit, or permit to be deposited in any unsanitary manner on public or private property within the City, or in any area under the jurisdiction of the City, any human or animal excrement, garbage, or similar objectionable waste.
(Ord. No. 661, Revised, 04/10/90; Ord. No. O-92-023, Amended, 10/27/92; Ord. No. O-06-0009, Amended 5/23/06)
- B. **Discharge of wastewater.** It shall be unlawful to discharge into any natural outlet within the City, or in any area serviced by the POTW, any wastewater or other polluted water, except where suitable treatment has been provided in accordance with subsequent provisions of this Chapter.
(Ord. No. 661, Revised, 04/10/90; Ord. No. O-92-023, Amended, 10/27/92; Ord. No. O-06-0009, Amended 5/23/06)
- C. **Private disposal.** Except as hereinafter provided, it shall be unlawful to construct or maintain any privy, privy vault, septic tank, cesspool, leech field, or other facility intended or used for the disposal of wastewater.
(Ord. No. 661, Revised, 04/10/90; Ord. No. O-92-023, Amended, 10/27/92; Ord. No. O-06-0009, Amended 5/23/06)
- D. **Discharge from recreational vehicles.** Wastewater shall be discharged into the POTW from recreational vehicles only at locations designated by the Director.
(Ord. No. 661, Revised, 04/10/90; Ord. No. O-92-023, Amended, 10/27/92; Ord. No. O-06-0009, Amended 5/23/06)
- E. **Connection required.** Any owner or resident of a house, building, or property used for human occupancy, employment, recreation, or other purposes, situated within the City and abutting on any street, alley, or right-of-way in which there is now located or may in the future be located a public sanitary sewer of the City, is hereby required at his own expense to install suitable toilet facilities on the property, and to connect such facilities directly with the proper public sewer in accordance with the provisions of this Chapter, within ninety



(90) days from the time such resident or property owner is notified by registered mail, provided that the public sewer is reasonably available and is within three hundred (300) feet of the property line.

(Ord. No. 661, Revised, 04/10/90; Ord. No. O-92-023, Amended, 10/27/92; Ord. No. O-06-0009, Amended 5/23/06)

- F. **Temporary or permanent above ground connection(s).** It is unlawful to construct or connect any above ground sewer connections into an existing or proposed sewer lateral unless approved by the Director. This includes RV connections or any other type of connection that conveys sewage above ground.
- G. **Enforcement.** In the event any resident or property owner should fail to connect to the public sewer after receiving notice of the availability thereof, or should fail to comply with the requirements of this Chapter, or should fail to pay for any fees or charges required by this Chapter, the City may cause the water to be shut off from such premises and shall not be required to turn it on again until the resident or property owner has connected to the public sewer at his own expense and all arrears for service furnished have been paid in full.

(Ord. No. 661, Revised, 04/10/90; Ord. No. O-92-023, Amended, 10/27/92; Ord. No. O-06-0009, Amended 5/23/06)

20-2-2. Prohibited discharge.

- A. **Storm water.** No person shall discharge or cause to be discharged any waters such as storm water, surface water, groundwater, roof runoff, subsurface drainage, or cooling water to any sanitary sewer, except storm water runoff from limited areas, which stormwater may be polluted at times and may be discharged to the sanitary sewer by permission of the Director and the Utah State Board of Health. Stormwater other than that exempted above and all other unpolluted drainage shall be discharged to a storm water system or to a natural outlet approved by the Director and other regulatory agencies.

(Ord. No. 661, Revised, 04/10/90; Ord. No. O-92-023, Amended, 10/27/92; Ord. No. O-93-0004, Amended, 03/02/93; Ord. No. O-06-0009, Amended 5/23/06)

- B. **General Prohibitions.** No User shall introduce or cause to be introduced into the POTW any pollutant, material (including flushable wipes), or wastewater which causes pass through or interference. These general prohibitions apply to all users of the POTW, whether or not the Users are subject to categorical pretreatment standards or any other Federal, State, or local pretreatment standards or requirements.

(Ord. No. 661, Revised, 04/10/90; Ord. No. O-92-023, Amended, 10/27/92; Ord. No. O-93-0004, Amended, 03/02/93; Ord. No. O-06-0009, Amended 5/23/06)

- C. **Commercial garbage grinders.** Mechanically operated grinders or disposers for producing ground garbage are permitted in commercial establishments with the approval of the Director. Every such grinder or disposer shall be so designed and installed:

1. That it shall use a wet process pulping system, including a pulper and a dewater press, or other devices, which discharge at least 75% of the volume of pulp or solid wastes run through it into a garbage can or other container for transport to a proper and lawful garbage or waste disposal site approved by the Utah State Department of Health.
2. That it shall utilize a closed loop or other design which provides for a minimum of 85% use of recirculated water.
3. That the fluid discharged therefrom into the sewer shall flow readily through an approved trap or interceptor, drain line or soil line in a manner which prevents clogging or stoppage of the drain line.



4. That the entire installation shall comply with the applicable provisions of state and local plumbing and electrical codes.
5. That the grinders will be operated with only cold water flowing into the grinder while connected to the POTW sewer.

The final decision regarding the sufficiency of the grinder installation for the foregoing requirements rests solely with the Director.

(Ord. No. 661, Revised, 04/10/90; Ord. No. O-92-023, Amended, 10/27/92; Ord. No. O-93-0004, Amended, 03/02/93; Ord. No. O-06-0009, Amended 5/23/06)

20-2-3. Specific pollutant limitations. Repealed

20-2-5. Modification of Federal Categorical Pretreatment Standards. Repealed

20-2-5. Specific pollutant limitations.

No person shall discharge wastewater containing pollutants in excess of the limitations set forth in Controlled Limited and Controlled Admissible Pollutants, Schedules 1 and 2, and as established by other EPA regulations and the POTW.

Maximum Discharge per User

No User of the POTW shall discharge wastewater containing concentrations exceeding the following limits (in the case of pH, the discharge shall be within the designated parameters):

BOD	350 mg/L
COD	700 mg/L
TSS	350 mg/L
Oil and Grease	100 mg/L
pH	5.0 to 12.0

Surcharge Mode

Any User discharging more than the above listed concentrations of BOD, COD, TSS, and/or oil and grease in its wastewater shall be deemed to be in surcharge mode and shall pay a surcharge to the POTW. The amount of the surcharge shall be established by the POTW governing authority. Surcharge mode is an intermediate penalty for exceeding designated discharge limitations.

Maximum Cap

A User shall be in surcharge mode if the discharge exceeds the designated limit, but does not exceed the maximum cap set forth below. Any User exceeding the maximum cap shall be subject to surcharges, plus the administrative enforcement remedies set forth in [Article 20-8](#).



SURCHARGE RANGE		
	LOWER	UPPER*
BOD	350 mg/L	10,000 mg/L
COD	700 mg/L	20,000 mg/L
TSS	350 mg/L	1,500 mg/L
Oil and Grease	100 mg/L	1,200 mg/L
*In no case shall any load be accepted which will cause interference in the collection system or POTW.		

20-2-6. State requirements.

State requirements and limitations on discharges shall apply in any case where they are more stringent than federal requirements and limitations or those contained herein.

(Ord. No. 661, Revised, 04/10/90)

20-2-7. POTW's right of revision.

The POTW reserves the right to establish more stringent limitations or requirements on discharges to the wastewater disposal system if deemed necessary to comply with the objectives present in Section 20-1-1 hereof.

(Ord. No. 661, Revised, 04/10/90)

20-2-8. Dilution prohibited.

No User shall ever increase the amount of process water, or in any way attempt to dilute a discharge as a partial or complete substitute for adequate pretreatment to achieve compliance with limitations contained in the Federal Categorical Pretreatment Standards, or in any other pollutant specific limitation developed by the POTW or State.

(Ord. No. 661, Revised, 04/10/90; Ord. No. O-92-023, Amended, 10/27/92)

20-2-9. Damaging sewer prohibited.

It shall be unlawful for any person to damage, break, deface, uncover or remove any part or portion of the POTW or any sewer lines connecting onto the POTW.

(Ord. No. 661, Revised, 04/10/90)

20-2-10. Manhole covers.

No person shall open any POTW sewer manhole or other sewer manhole located in the City without permission from the Director.

(Ord. No. 661, Revised, 04/10/90; Ord. No. O-92-023, Amended, 10/27/92; Ord. No. O-06-0009, Amended 5/23/06)



20-2-11. Special agreements and contracts.

- A. **Special User agreement.** No statement contained in this Section shall be construed as prohibiting special written agreements between the POTW and any other person allowing industrial waste or wastewater of unusual strength or character to be admitted to the POTW, provided said person compensates the POTW for any additional costs of treatment. Such agreement, however, may not violate any of the specific prohibitions provided herein.

(Ord. No. 661, Revised, 04/10/90)

- B. **Contracts with other governmental agencies.** Whenever the existing sewage treatment capacity is adequate therefor, the POTW may contract with any other organized and established governmental agency, for the discharge into the POTW from any part or parts of such governmental agencies outside the boundaries of the POTW, upon such terms and conditions and for such periods of time as may be deemed reasonable.

(Ord. No. 661, Revised, 04/10/90)

20-2-12. Grease, oil and sand interceptors.

- A. See Section 20-6, Fats, Oils, and Grease (FOG) for information on grease, oil and sand interceptors.

20-2-13. Prohibited connections.

No person, either in person or through an agent, employee, or contractor, shall make, allow or cause to be made any sewer connection to the POTW for service, or for the purpose of servicing property outside the boundaries of the POTW, except upon recommendation of the Director. Such connection to the POTW shall be made by a person who is either a bonded, state-licensed sewer contractor or a plumber who has obtained the necessary permits.

(Ord. No. 661, Revised, 04/10/90)

20-2-14. Private sewage disposal.

- A. **Provision.** Where a public sanitary sewer is not available under the provisions of Section 20-2-1(E) the building sewer shall be connected to a private wastewater disposal system complying with the provisions of this Article.

(Ord. No. 661, Revised, 04/10/90; Ord. No. O-06-0009, Amended 5/23/06)



- B. **Construction.** Before commencement of construction of a private wastewater disposal system, the owner shall first obtain a written permit signed by the County Health Department of Utah County. The applications for such permit shall be made on a form furnished by the County Health Department, which the applicant shall supplement with any plans, specifications, and other information as are deemed necessary by the County Health Department.

(Ord. No. 661, Revised, 04/10/90; Ord. No. O-06-0009, Amended 5/23/06)

- C. **Design.** The type, capacities, location, and layout of a private wastewater disposal system shall comply with all recommendations of the Utah Department of Health.

(Ord. No. 661, Revised, 04/10/90; Ord. No. O-06-0009, Amended 5/23/06)

- D. **Discharge.** It shall be unlawful for any person to discharge the waste material collected and gathered in cleaning cesspools or septic tanks at any place in the City except at a specified location designated by the Director. The Director shall have the authority to change the site of such dumping from time to time as in his/her judgment shall not overload the City sewer system at any one time. It shall be unlawful for any person to discharge the waste material collected from any source except where such persons have a permit from the City for the discharging of such material into the City sewer system.

(Ord. No. 661, Revised, 04/10/90; Ord. No. O-06-0009, Amended 5/23/06)

- E. **Mandatory connection.** At such time as a public sewer becomes available to a property served by a private wastewater disposal system, as provided in Section 20-2-1(E), a direct connection shall be made to the public sewer within ninety (90) days from notification of the availability of the public sewer, and any septic tanks, cesspools, and similar private wastewater disposal facilities shall be cleaned of biosolids and filled with suitable material.

(Ord. No. 661, Revised, 04/10/90; Ord. No. O-06-0009, Amended 5/23/06)

- F. **Maintenance.** The owner shall operate and maintain the private wastewater disposal facilities in a sanitary manner at all times, at no expense to the City. The owner shall be responsible for any and all costs associated with environmental remediation of a failed private wastewater disposal facility including and fines or legal fees.

(Ord. No. 661, Revised, 04/10/90; Ord. No. O-06-0009, Amended 5/23/06)

- G. **Other requirements.** No statement contained in this Article shall be construed to interfere with any additional requirements that may be imposed by the County Health Department of Utah County.

(Ord. No. 661, Revised, 04/10/90; Ord. No. O-06-0009, Amended 5/23/06)



Article 20-3. Sanitary Sewer, Building Sewers and Connections

Contents:

- 20-3-1. Permit required.**
- 20-3-2. Permit classifications.**
- 20-3-3. Cost of connection.**
- 20-3-4. Maintenance.**
- 20-3-5. Separate connections required.**
- 20-3-6. Connections**
- 20-3-7. Old building sewers.**
- 20-3-8. Design and construction.**
- 20-3-9. Connection to POTW system.**
- 20-3-10. Inspection.**
- 20-3-11. Separation from other utilities.**
- 20-3-12. Connection on unlike pipe.**
- 20-3-13. Sewer specifications.**
- 20-3-14. Earth cover required.**
- 20-3-15. Abandonment of existing sewer connections**
- 20-3-16. Conversion from private to public sewer collection system**

20-3-1. Permit required.

No unauthorized person shall uncover, make any connections with or opening into, use, alter, or disturb any public sewer or appurtenance thereof, or any portion of the POTW, without first obtaining a written permit from the Department of Development Services, and must be exhibited to any City Inspector demanding to see it.

(Ord. No. 661, Revised, 04/10/90; Ord. No. O-92-023, Amended, 10/27/92)

20-3-2. Permit classifications.

There shall be two (2) classes of building sewer permits: (1) for residential and commercial service, and (2) for service to establishments producing industrial wastes. In either case, the owner or his agent shall make application on a form furnished by the City. The permit application shall be supplemented by any plans, specifications, or other information considered pertinent in the judgment of the inspection office.

(Ord. No. 661, Revised, 04/10/90)

20-3-3. Cost of connection.

All costs and expense incidental to the installation and connection of the building sewer shall be borne by the owner of the property to be served. The owner and the contractor taking out the permit shall indemnify and hold the City harmless from any loss or damage that may directly or indirectly be caused by the installation of the building sewer.

(Ord. No. 661, Revised, 04/10/90; Ord. No. O-92-023, Amended, 10/27/92)



20-3-4. Maintenance.

The duty and cost of maintenance and keeping open of the building sewer line from the private property owner's premises to the point where the sewer line is connected onto the POTW sewer line shall be borne by the property owner.

(Ord. No. 661, Revised, 04/10/90)

20-3-5. Separate connections required.

A separate and independent building sewer shall be provided for every building and for every unit in buildings having more than one unit, except that multiple family buildings may perform a fixture count analysis to justify multiple dwelling connections on a single lateral. The analysis will be approved by the Director before the lateral is installed. Where one building (ADU) stands at the rear of another on an interior lot and no private sewer is available or can be constructed to the rear building through an adjoining alley, court, yard, or driveway, the building sewer from the front building may be extended to the rear building and the whole considered as one building sewer, but the City does not and will not assume any obligation or responsibility for damage caused by or resulting from any such single connection. If the parcel is subdivided at any point, the shared building sewer shall be disconnected and a separate building sewer installed.

(Ord. No. 661, Revised, 04/10/90; Ord. No. O-92-023, Amended, 10/27/92; Ord. No. O-97-0027, Amended, 05/13/97; Ord. No. O-06-0009, Amended 5/23/06; Ord. No. O-2015-0009, Amended 02/24/2015)

20-3-6. Connections.

Direct connection of a steam exhaust, blowoff or drip pipe shall not be made with the building sewer system. Wastewater when discharged into the building sewer system shall be at a temperature not higher than 140° F. When higher temperatures exist, approved cooling methods shall be provided.

20-3-7. Old building sewers.

Old building sewers may be used in connection with new buildings only when they are found, on examination and tested by the City inspector, to meet all the requirements of this Chapter.

(Ord. No. 661, Revised, 04/10/90)

20-3-8. Design and construction.

The size, slope, alignment, materials of construction of all sanitary sewers including building sewers, and the methods to be used in excavating, placing of the pipe, jointing, testing, and backfilling the trench, shall all conform to the requirements of the building and plumbing code, City of Orem Development Services Construction Standards and Specifications – Detail Drawing Index, or other applicable rules and regulations of the City. Once a building sewer lateral leaves a building, the sewer lateral cannot reenter a building again.

(Ord. No. 661, Revised, 04/10/90; Ord. No. O-92-023, Amended, 10/27/92; Ord. No. O-06-0009, Amended 5/23/06)



20-3-9. Connection to POTW system.

The connection of the building sewer into the POTW sewer shall conform to the requirements of the building and plumbing code or other applicable rules and regulations of the City. All such connections shall be made gas tight and watertight and verified by proper testing. The connection may not protrude into the POTW sewer. Any deviation from the prescribed procedures and materials must be approved by the City inspector before installation. No lateral shall connect to the POTW sewer in a manhole without the Director's approval.

(Ord. No. 661, Revised, 04/10/90; Ord. No. O-06-0009, Amended 5/23/06)

20-3-10. Inspection.

The applicant for the building sewer permit shall notify the Department of Development Services when the building sewer is ready for inspection and connection to the public sewer. The connection and testing shall be made under the supervision of the City inspector.

(Ord. No. 661, Revised, 04/10/90; Ord. No. O-06-0009, Amended 5/23/06)

20-3-11. Separation from other utilities.

All utility lines or conduits shall be separated from the building sewer as required by State law or code.

(Ord. No. 661, Revised, 04/10/90)

20-3-12. Connection on unlike pipe.

Any connection of pipes of unlike materials shall comply with the International Plumbing Code and shall conform to the current specifications of the City.

(Ord. No. 661, Revised, 04/10/90; Ord. No. O-92-023, Amended, 10/27/92; Ord. No. O-06-0009, Amended 5/23/06)

20-3-13. Sewer specifications.

The size of building sewers, type of pipe allowed, bed and grade of pipe, changes in direction of pipe cleanouts and construction details shall conform to the current specifications of the City.

(Ord. No. 661, Revised, 04/10/90)

20-3-14. Earth cover required.

No sewer line shall have less than three (3) feet of earth cover at finished grade.

(Ord. No. 661, Revised, 04/10/90)



20-3-15. Abandonment of existing sewer connections.

When an existing sewer connection is abandoned, the connection shall be exposed and permanently capped at the property line. It shall be backfilled per City standards. The locations shall be surveyed and data given to the POTW's GIS program. Metadata shall include the following for each abandoned connection; size, material, and depth of cover. The cost of abandonment shall be the responsibility of the building or property owner.

20-3-16. Acceptance of a private sewer main to public ownership

- A. The City may accept ownership of a private sewer main if the following criteria is met:
 - 1. The sewer main is at least eight inches in diameter
 - 2. There is a manhole or cleanout at all sewer main connections within the private sewer system
 - 3. There is a manhole for the sewer main where it connects to the City sewer system
 - 4. The sewer main meets current City standards
 - 5. All property owners served by the sewer have signed and notarized transfer-of-ownership agreements relinquishing ownership of the sewer
 - 6. The sewer main has been cleaned and its condition verified with a closed-circuit video or other City approved inspection method within the previous six months and the video or other inspection method of the sewer main has been reviewed by the City and found in good condition
- B. If the private sewer main does not meet the aforementioned criteria, the City will not accept ownership of the private sewer main and will not allow any additional sewer main connections outside of the original ownership of the private sewer main.
- C. The City and the private owner shall determine the remaining life of the private sewer system based on industry standards and shall compensate the City for service life used.



Article 20-4. Powers and Authority of Inspectors

Contents:

- 20-4-1. Access.**
- 20-4-2. Information.**
- 20-4-3. Liability--personnel.**
- 20-4-4. Easements.**

20-4-1. Access.

The Director and other duly authorized employees of the City bearing proper credentials and identification shall be permitted to enter all properties for the purposes of inspection, observation, measurement, sampling, and testing pertinent to discharge into the POTW system in accordance with the provisions of this Chapter.

(Ord. No. 661, Revised, 04/10/90)

20-4-2. Information.

The Director is authorized to obtain information concerning processes which have a direct bearing on the kind and source of discharge to the wastewater collection system. The User may not withhold information from the POTW concerning processes which have direct bearing on the discharge to the POTW. If the User is able to demonstrate to the satisfaction of the Director that the release of this information would divulge information, processes, or methods of production entitled to protection as trade secrets under applicable State law, the information shall be kept confidential. Any such request shall be asserted at the time of submission of the information or data. When requested and demonstrated by the User furnishing the report that such information should be held confidential, the portions of the report which might disclose trade secrets or secret processes shall not be made available for inspection by the public, but shall be made available immediately upon request to governmental agencies for uses related to the UPDES permit or pretreatment program, and in enforcement proceedings involving the person furnishing the report. Wastewater constituents and other "effluent data" will not be recognized as confidential information and will be available to the public in accordance with the Government Records Access Management Act (GRAMA).

(Ord. No. 661, Revised, 04/10/90; Ord. No. O-92-023, Amended, 10/27/92; Ord. No. O-06-0009, Amended 5/23/06)

20-4-3. Liability--personnel.

While performing the necessary work on private properties referred to in Section 20-4-1 above, the Director or duly authorized employees of the City shall observe all safety rules applicable to the premises established by the company, and the company shall be held harmless for injury or death to the City employees, and the City shall indemnify the company against loss or damage to its property by City employees and against liability claims and demands for the personal injury or property damage asserted against the company growing out of the gauging and sampling operation, except as such may be caused by negligence or failure of the company to maintain safe conditions as required in Section 20-6-11.

(Ord. No. 661, Revised, 04/10/90)



20-4-4. Easements.

The Director and other duly authorized employees of the City bearing proper credentials and identification shall be permitted to enter all private properties through which the City holds an easement for the purposes of inspection, observation, measurement, sampling, repair, maintenance of any portion of the wastewater facilities lying within the easement, or the performance of any other duties pertinent to the operation of the POTW. All entry and subsequent work, if any, on an easement, shall be done in full accordance with the terms of the easement pertaining to the private property involved.

(Ord. No. 661, Revised, 04/10/90)



Article 20-5. Construction, Connection and Repair Permits

Contents:

- 20-5-1. Permit required.**
- 20-5-2. Application for permit.**
- 20-5-3. Denial of permit.**
- 20-5-4. Inspection fees.**
- 20-5-5. Permits must be procured before starting work.**
- 20-5-6. Sewer engineering.**
- 20-5-7. Failure to remedy defective work.**
- 20-5-8. Permit not transferable.**
- 20-5-9. Work must be completed within thirty days.**
- 20-5-10. Revocation of permit.**
- 20-5-11. Inspection required.**
- 20-5-12. Reinspection - additional fee.**
- 20-5-13. Permit not to be issued until special sewer assessment is paid.**

20-5-1. Permit required.

No person shall commence or carry on the work of laying, repairing, altering, or connecting any building sewer, directly or indirectly, to the POTW sewer, without first having received a permit from the Department of Development Services as required herein.

(Ord. No. 661, Revised, 04/10/90)

20-5-2. Application for permit.

Application for permits for sewer connections must be made in writing by a contractor licensed to do work on sewer systems, on an application blank furnished by the City. Any permit issued shall be subject to the rules and regulations of the City.

(Ord. No. 661, Revised, 04/10/90)

20-5-3. Denial of permit.

The City may deny a permit to perform work on any portion of the POTW or sewer system in cases where the applicant has a history of violations of the regulations or specifications of the City with respect to the type of work for which the permit application is made.

(Ord. No. 661, Revised, 04/10/90)

20-5-4. Inspection fees.

The installation, repair or replacement of any sewer line shall be tested and inspected in accordance with standards set by the City. A fee in an amount established by resolution of the City Council shall be collected by the City for each inspection.



(Ord. No. 661, Revised, 04/10/90)

20-5-5. Permits must be procured before starting work.

It shall be unlawful to commence any work requiring a permit without first obtaining a permit therefore. In the event that any person begins work without a permit, the Director may immediately issue a stop work order until the proper permits are obtained, and an offender shall be required to pay an additional fee in an amount established by resolution of the City Council.

(Ord. No. 661, Revised, 04/10/90)

20-5-6. Sewer engineering.

Any engineering necessary to determine the feasibility of connecting to the POTW sewer shall be the responsibility of the building or property owner.

(Ord. No. 661, Revised, 04/10/90)

20-5-7. Failure to remedy defective work.

No further permits shall be issued to any licensed sewer contractor who has failed to remedy defective work to the satisfaction of the Director after he has been notified in writing. The City shall have the right to correct the defective work and back charge the contractor if the work is not completed in a timely manner or if the repair is deemed an emergency.

(Ord. No. 661, Revised, 04/10/90)

20-5-8. Permit not transferable.

No sewer contractor shall use or allow his license to be used in any way for the purpose of procuring a permit for any person other than himself, or his duly authorized representative. The duly licensed sewer contractor shall be responsible for any and all work done pursuant to the issuance of any permit specified hereunder, regardless of whether the work is actually done by the contractor or his duly authorized representative.

(Ord. No. 661, Revised, 04/10/90)

20-5-9. Work must be completed within thirty days.

The work authorized by a permit shall be done with all possible speed and in accordance with City rules and regulations. If the work is not completed within thirty (30) days (unless a special extension is granted in writing by the City) the permit shall be void. No refund shall be made for a voided permit, and a new permit must be obtained to finish the work.

(Ord. No. 661, Revised, 04/10/90)



20-5-10. Revocation of permit.

The Director may, at any time, revoke a permit because of defective work which has not been corrected after written notice and within the time specified in the notice by the Director.

(Ord. No. 661, Revised, 04/10/90)

20-5-11. Inspection required.

The inspection of sewer lines between the POTW sewer main and a building foundation shall be under the direction of the Director or by his duly authorized inspectors. The City shall be notified on a regular working day at least four (4) hours in advance of the time the permittee wants the inspection done. The entire length of the sewer lateral, including the junction at the POTW sewer shall be fully exposed. Any portion of the work not done in accordance with these requirements, the instructions of the City or its inspectors and the specifications of the City, shall be corrected promptly. There shall be no backfilling until the inspection is made and the work accepted. Work covered prior to inspection shall be uncovered to permit inspection.

(Ord. No. 661, Revised, 04/10/90)

20-5-12. Reinspection - additional fee.

In the event that the City inspector finds the installation not to be in conformity with the City's specifications or if changes are necessary, a second inspection shall be made with no additional charge. After two inspections, a fee in an amount established by resolution of the City Council and payable in advance shall be charged for each additional inspection required.

(Ord. No. 661, Revised, 04/10/90)

20-5-13. Permit not to be issued until special sewer assessment is paid.

No permit for a sewer connection shall be issued until the City has been paid all fees, charges and assessments required pursuant to Section [20-7-1](#).

(Ord. No. 661, Revised, 04/10/90)



Article 20-6. Fats, Oils, and Grease (FOG)

Contents:

- 20-6-1. Affected Property.**
- 20-6-2. FOG/Sand Control Device Requirements.**
- 20-6-3. Records**
- 20-6-4. Change of Ownership**
- 20-6-5. Fines and Penalties**

20-6-1. Affected Property.

- A. Any User licensed to perform work that may discharge wastewater containing fats, oils, or grease (FOG) into the sewer system shall be classified as an affected property. Affected properties shall be required to install and thereafter maintain and replace adequate FOG control devices on all fixtures from which there is the potential for discharge of fats, oils, or grease in order to prevent these wastes from being introduced to the public sanitary sewer system at unacceptable levels. Without limitation, such FOG control devices will be required for all affected properties described below:
1. Properties on which the preparation and/or sale of food to the general public occurs, including restaurants, fast food outlets, pizza shops, sandwich shops, delicatessens, cafes, and any other food service establishments in which any food preparation or the washing of dishes, utensils, or any other cooking apparatus takes place on the premises, whether the establishment is located in a stand-alone building or in a structure that is occupied by other businesses;
 2. schools, boarding houses, churches, hospitals, nursing homes, commercial day care centers, grocery stores, catering services, banquet halls, hotels, prisons, factories, or office buildings with cafeterias, or any other such establishments that have kitchens and engage in the preparation of food; and
 3. properties on which vehicle parking/storage or automotive service/repair occurs, including service stations, truck stops, gas stations, car care centers, auto body shops, automotive dealerships, car washes, motorcycle shops, machine shops, welding shops, tractor/farm dealerships, truck/bus dealerships, bus barns, salvage yards, or any other establishments that generate sand, grit, or petroleum byproduct waste that would discharge into the public sanitary sewer system.

20-6-2. FOG/Sand Control Device Requirement.

20-6-2-1. Design

The Owner's licensed engineer shall design and size the required FOG/sand control device in accordance with the current edition of the Uniform Plumbing Code (UPC) as utilized by the City and these rules and regulations and shall be designed, sized, installed, maintained, and operated so as to accomplish its intended purpose of intercepting the fats, oils, and grease or sand and grit from the customer's wastewater and preventing the discharge of such materials to the sewer system. FOG control devices shall be designed and located to be readily accessible for cleaning, inspection, servicing, and maintaining in proper working condition. The use of ladders or the removal of bulky equipment in order to inspect or service them shall constitute a violation of



accessibility. Where feasible, and on all new construction, all FOG control devices shall be located outside of the facility served. FOG control devices shall be designed so that they will not become air bound if closed covers are used, and shall be vented if necessary. The design of each FOG control device shall be approved by the Director in accordance with these rules and regulations. One set of plans shall be signed, sealed, and submitted to the Director for approval prior to construction and shall include the size, type, and location of each FOG control device and complete mechanical and plumbing sections. Approval by the Director shall not exempt the User from compliance with any applicable code, ordinance, rule, regulation, or order of any governmental authority after the date of approval. Such approval shall not be construed as or act as a guarantee or assurance that any discharge is or will be in compliance with any applicable code, ordinance, rule, regulation, or order of any governmental authority. Any subsequent alterations or additions to such facilities shall not be made without due notice to and prior approval of the Director. The smallest grease trap or interceptor in any application will be no smaller than 20 gallons (40 pound) capacity. All outside grease traps shall be at least 750 gallon capacity. All outside hydromechanical grease interceptors shall have a minimum capacity of 1000 pounds of grease.

20-6-2-2. Installation

The installation of FOG control devices shall be in accordance with the current edition of the UPC as utilized by the City and these rules and regulations, and shall be accomplished in a workmanlike manner in compliance with the design and sizing requirements set forth herein.

20-6-2-3. Use

Except where otherwise specifically permitted, no wastes other than those requiring separation shall be discharged into any FOG control device. All wastes requiring separation shall enter the FOG control device through the inlet pipe only. Wastes in excess of 140°F shall not be discharged into a FOG control device, and liquid discharged from it shall not exceed 104°F.

20-6-2-4. Maintenance

FOG control devices shall be maintained by regularly scheduled removal of the accumulated fats, oils, and grease, so that they will properly operate as intended to intercept these substances from the customer's wastewater and prevent the discharge of these substances to the sewer system. Maintenance of FOG control devices shall be done only by a business or professional normally engaged in the servicing of such plumbing fixtures. An individual property owner will not be permitted to accomplish maintenance specified by these rules and regulations.

20-6-2-4-1. Cleaning Frequency

Maintenance shall be performed in a workmanlike manner before the retention capacity of the FOG control device is exceeded. Grease traps shall be serviced at a maximum interval of 15 days if located inside a structure and at a maximum interval of 30 days if located outside a structure. Oil/water and sand separators shall be serviced at an interval that ensures compliance with these rules and regulations. The Director, or his/her designee may inspect a FOG control device and require more frequent servicing and maintenance if it is deemed necessary. All Users shall comply with the Director's determination of the required frequency of servicing and maintenance. An alternate cleaning frequency schedule may be approved by the Director if the following



requirements are met:

- A. The owner of the affected property must schedule a facility inspection with the Director.
- B. At the time of inspection, the owner must show maintenance records for all FOG control devices. Lack of such records would constitute a violation of these rules and regulations.
- C. The owner must provide a plumbing schematic of all fixtures and drains within the building.
- D. In the presence of the inspector, the owner must have a dye test performed on all fixtures and drains in the building to determine which ones discharge to a FOG control device and which ones do not.
- E. The owner must schedule a cleaning of the FOG control devices, at which time the inspector will be able to view the inside of the FOG control devices to determine the condition and the presence or absence of all necessary appurtenances.
- F. The owner must arrange a cleaning and a closed circuit TV inspection of the facility's lateral in the presence of the inspector.
- G. The owner must make any repairs or replace FOG control devices and/or make any changes to plumbing arrangements necessary to comply with these rules and regulations.
- H. The owner must certify that all applicable enforceable BMPs are being followed by having an authorized representative of the facility sign a BMP Compliance Form on a quarterly basis.
- I. The owner must notify the Director any time a change in general management of the facility takes place and schedule a visit by the Director to discuss FOG control with the new manager.
- J. The facility must pass all FOG inspections. Any violations will be cause for the Authority to revoke approval of an alternate cleaning schedule.

20-6-2-4-2. Disposal

The disposal of the accumulated fats, oils, and grease from any FOG control device shall be effected through duly licensed haulers and facilities approved by the Department of Environmental Protection. Any other means of disposal shall be presumptively deemed to be illegal.

20-6-2-4-3. Biological Treatment

Biological treatment shall not be a substitute for the servicing of FOG control devices at the frequency determined by the Director. Emulsification of fats, oils, and grease with enzyme treatments only delays physical separation. A FOG control device using biological treatment requires continuous monitoring, maintenance, and inoculation of the bacterial cultures.

20-6-3. Records

Detailed and accurate records of maintenance shall be maintained on site and shall be provided to the Director upon request. Such maintenance records shall be on an approved form. All Users shall maintain written records of maintenance performed for a minimum of three years. The records shall include detailed information relating to the amount of fats, oils, and grease removed, the dates and times of removal, and the identity of the person or entity that accomplished the removal.



20-6-4. Change of Ownership

Upon change of ownership of any existing facility that would be required to have a FOG control device under these rules and regulations, the applicant for sanitary sewer service shall demonstrate that a properly sized and functioning FOG control device is installed in accordance with all requirements set forth herein. If an existing FOG control device does not meet the design and sizing criteria as set forth, the FOG control device shall be replaced with a properly designed and sized FOG control device at the expense of the owner. Property owners and lessees shall be jointly and severally responsible for installing FOG control devices, maintaining the FOG control devices in an efficient operating condition at all times, and otherwise complying with the provisions of these rules and regulations.

20-6-5. Fines and Penalties

The Director reserves the right to pursue fines and penalties as well as to seek damages against the owner of any affected property that does not conform to the rules and regulations relating to FOG. Enforcement actions will be taken in accordance with the City's FOG Enforcement Response Plan. In addition to any responsibility to the City, the owner of an affected property may be liable for any damages to surrounding businesses and/or homeowners resulting from any noncompliance with these rules and regulations. Any extraordinary cost incurred by the City due to interference, damage, or special processing necessary in the collection, transportation, and treatment systems shall be paid by the owners/lessees. The direct cost of all labor, equipment, and materials incurred in rectifying the interference or damage shall be billed directly to the owners/lessees by the City. This shall also include the costs of any analytical testing of effluent discharge from the site.



Article 20-7. Fees and Charges

Contents:

20-7-1. Fees and charges.

20-7-1. Fees and charges.

- A. **Purpose.** It is the purpose of this Chapter to provide for payment by the Users of all the POTW capital costs, debt service, and the costs of maintenance and operation. The total annual cost of operation and maintenance shall include, but need not be limited to, labor, repairs, equipment replacement, maintenance, necessary modifications, power, sampling, laboratory tests, and a reasonable contingency fund. The charges will be based upon the quality and quantity of the Users' wastewater, and also upon the POTW's capital and operating costs to intercept, treat, and dispose of wastewater and biosolids. The applicable charges shall be set forth to assure that sufficient funds will be collected from the system to adequately operate and maintain the POTW in a schedule of rates adopted annually during the budget approval process.

(Ord. No. 661, Revised, 04/10/90; Ord. No. O-92-023, Amended, 10/27/92; Ord. No. O-93-0026, Amended, 10/26/93; Ord. No. O-94-0011, Amended, 05/03/94; Ord. No. O-06-0009, Amended 5/23/06)

- B. **Classification of Users.** The Users of the POTW may be divided into various classifications, including but not limited to: single dwelling units, duplexes, multiple dwelling units and non-residential. Further, classifications may be established by the City Council for each non-residential User class.

(Ord. No. 661, Revised, 04/10/90; Ord. No. O-92-023, Amended, 10/27/92; Ord. No. O-93-0026, Amended, 10/26/93; Ord. No. O-94-0011, Amended, 05/03/94; Ord. No. O-06-0009, Amended 5/23/06)

- C. **Surcharges.** Users may be subject to a surcharge for exceeding any City pretreatment limitation, exceeding any pretreatment permit, exceeding the surcharge mode for any BOD, suspended solids, COD, oil and grease, or other parameters, and for service outside the POTW boundaries as provided for in the resolution establishing the schedule of rates and charges.

(Ord. No. 661, Revised, 04/10/90; Ord. No. O-92-023, Amended, 10/27/92; Ord. No. O-93-0026, Amended, 10/26/93; Ord. No. O-94-0011, Amended, 05/03/94; Ord. No. O-06-0009, Amended 5/23/06)

- D. **Fees.** The following fees shall be charged as established by resolution of the City Council:

1. Fees for all POTW costs, including debt service, maintenance, and operation.
2. Fees for reimbursement of costs of setting up and operating the POTW's Pretreatment and FOG Programs.
3. Fees for monitoring, inspections, and surveillance procedures, to include but not be limited to laboratory analysis.
4. Fees for reviewing accidental discharge procedures and construction.
5. Fees for permit applications.
6. Fees for filing appeals.
7. Fees for consistent removal (by the POTW) of the pollutants otherwise subject to Federal Pretreatment Standards.
8. Fees for connection.



9. Fees for repairs, disconnection and restoring services.
10. Fees for inspections and surveys.
11. Fees for development and expansion.
12. Other fees as the POTW may deem necessary to carry out the requirements contained herein.

(Ord. No. 661, Revised, 04/10/90; Ord. No. O-92-023, Amended, 10/27/92; Ord. No. O-93-0026, Amended, 10/26/93; Ord. No. O-94-0011, Amended, 05/03/94; Ord. No. O-06-0009, Amended 5/23/06)

- E. **Charges for discontinuing or restoring services.** In the event POTW service to any building or premises in the service area of the POTW is shut off, a fee to be set by resolution of the City Council shall be charged for restoring sewer service.

(Ord. No. 661, Revised, 04/10/90; Ord. No. O-92-023, Amended, 10/27/92; Ord. No. O-93-0026, Amended, 10/26/93; Ord. No. O-94-0011, Amended, 05/03/94; Ord. No. O-06-0009, Amended 5/23/06)

- F. **Damage to facilities.** When a User's discharge causes an obstruction or damage, or because the nature of the discharge increases the costs for managing the effluent or the biosolids of the POTW, the User shall pay for the damages and the associated costs.

(Ord. No. 661, Revised, 04/10/90; Ord. No. O-92-023, Amended, 10/27/92; Ord. No. O-93-0026, Amended, 10/26/93; Ord. No. O-94-0011, Amended, 05/03/94; Ord. No. O-06-0009, Amended 5/23/06)



Article 20-8. Administrative Enforcement Remedies

Contents:

- 20-8-1. Enforcement authority.**
- 20-8-2. Notification of violation.**
- 20-8-3. Methods of notification.**
- 20-8-4. Consent Orders.**
- 20-8-5. Compliance Orders.**
- 20-8-6. Cease and Desist Orders.**
- 20-8-7. Administrative Fines.**
- 20-8-8. Emergency Suspensions.**
- 20-8-9. Termination of Discharge.**
- 20-8-10. Civil liability for expenses.**
- 20-8-11. Civil fine pass through.**
- 20-8-12. Show Cause Hearing.**
- 20-8-13. Appeal procedure.**

20-8-1. Enforcement authority.

The POTW may adopt procedures and rules for the implementation and administration of this Chapter and to provide for the enforcement of the provisions contained herein.

(Ord. No. 661, Revised, 04/10/90)

20-8-2. Notification of violation.

When the Director finds that a User has violated, or continues to violate, any provision of this ordinance, or an order issued hereunder, or any other Sewer Standard or Requirement, the Director may serve upon that User a written Notice of Violation. Within thirty (30) days of the receipt of such notice, an explanation of the violation and a plan for the satisfactory correction and prevention thereof, to include specific required actions, shall be submitted by the User to the Director. Submission of such a plan in no way relieves the User of liability for any violations occurring before or after receipt of the Notice of Violation. Nothing in this Section shall limit the authority of the Director to take any action, including emergency actions or any other enforcement action, without first issuing a Notice of Violation.

20-8-3. Methods of notification.

Any notification required herein shall be served either personally or by registered or certified mail.

(Ord. No. 661, Revised, 04/10/90)

20-8-4. Consent Orders.

The Director may enter into Consent Orders, assurances of compliance, or other similar documents establishing an



agreement with any User responsible for noncompliance. Such documents shall include specific action to be taken by the User to correct the noncompliance within a time period specified by the document. Such documents shall have the same force and effect as the administrative orders issued pursuant to Sections 20-8-5 and 20-8-6 of this ordinance and shall be judicially enforceable

20-8-5. Compliance Orders.

When the Director finds that a User has violated, or continues to violate, any provision of this ordinance, or an order issued hereunder, or any other Sewer Standard or Requirement, the Director may issue an order to the User responsible for the discharge directing that the User come into compliance within a specified time. If the User does not come into compliance within the time provided, sewer service may be discontinued unless adequate treatment facilities, devices, or other related appurtenances are installed and properly operated. Compliance orders also may contain other requirements to address the noncompliance, including additional self-monitoring and management practices designed to minimize the amount of pollutants discharged to the sewer. A compliance order does not relieve the User of liability for any violation, including any continuing violation. Issuance of a compliance order shall not be a bar against, or a prerequisite for, taking any other action against the User.

20-8-6. Cease and Desist Orders.

When the Director finds that a User has violated, or continues to violate, any provision of this ordinance, or order issued hereunder, or any other sewer standard or requirement, or that the User's past violations are likely to recur, the Director may issue an order to the User directing it to cease and desist all such violations and directing the User to:

- A. Immediately comply with all requirements; and

(Ord. No. 661, Revised, 04/10/90; Ord. No. O-92-023, Ren,&Amd, 10/27/92, **20-8-8**)

- B. Take such appropriate remedial or preventive action as may be needed to properly address a continuing or threatened violation, including halting operations and/or terminating the discharge.

Issuance of a cease and desist order shall not be a bar against, or a prerequisite for, taking any other action against the User.

(Ord. No. 661, Revised, 04/10/90; Ord. No. O-92-023, Ren,&Amd, 10/27/92, **20-8-8**)

20-8-7. Administrative Fines.

- A. When the Director finds that a User has violated, or continues to violate, any provision of this ordinance, an individual wastewater discharge permit, or an order issued hereunder, or any other Pretreatment Standard or Requirement, the Director may fine such User in an amount not to exceed \$10,000. Such fines shall be assessed on a per-violation, per-day basis. In the case of monthly or other long-term average discharge limits, fines shall be assessed for each day during the period of violation.

(Ord. No. 661, Revised, 04/10/90; Ord. No. O-92-023, Rep,&ReEn, 10/27/92)

- B. Unpaid charges, fines, and penalties shall, after sixty (60) calendar days, be assessed an additional penalty of one point eight percent (1.8%) of the unpaid balance, and interest shall accrue thereafter at a rate of one point



eight percent (1.8%) per month. A lien against the User's property may be sought for unpaid charges, fines, and penalties.

- C. Users desiring to dispute such fines must file a written request for the Director to reconsider the fine along with full payment of the fine amount within thirty (30) days of being notified of the fine. Where a request has merit, the Director may convene a hearing on the matter. In the event the User's appeal is successful, the payment, together with any interest accruing thereto, shall be returned to the User. The Director may add the costs of preparing administrative enforcement actions, such as notices and orders, to the fine.
- D. Issuance of an administrative fine shall not be a bar against, or a prerequisite for, taking any other action against the User.

(Ord. No. 661, Revised, 04/10/90; Ord. No. O-92-023, Rep,&ReEn, 10/27/92)

20-8-8. Emergency Suspensions.

The Director may immediately suspend a User's discharge, whenever such suspension is necessary to stop an actual or threatened discharge which reasonably appears to present or cause an imminent or substantial endangerment to the health or welfare of persons. The Director may also immediately suspend a User's discharge that threatens to interfere with the operation of the POTW, or which presents, or may present, an endangerment to the environment. If time and circumstances permit, the Director shall attempt to give the User notice of the suspension and an opportunity to be heard before the suspension takes effect.

- A. Any User notified of a suspension of its discharge shall immediately stop or eliminate its contribution. In the event of a User's failure to immediately comply voluntarily with the suspension order, the Director may take such steps as deemed necessary, including immediate severance of the sewer connection, to prevent or minimize damage to the POTW, its receiving stream, or endangerment to any individuals. The Director may allow the User to recommence its discharge when the User has demonstrated to the satisfaction of the Director that the period of endangerment has passed, unless the termination proceedings in Section 20-8-10 of this ordinance are initiated against the User.

(Ord. No. 661, Revised, 04/10/90; Ord. No. O-92-023, Ren,&Amd, 10/27/92, 20-8-4)

- B. A User that is responsible, in whole or in part, for any discharge presenting imminent endangerment shall submit a detailed written statement, describing the causes of the harmful contribution and the measures taken to prevent any future occurrence, to the Director prior to the date of any show cause or termination hearing under Sections 20-8-13 or 20-8-10 of this ordinance.

Nothing in this section shall be interpreted as requiring a hearing prior to any emergency suspension under this section.

(Ord. No. 661, Revised, 04/10/90; Ord. No. O-92-023, Ren,&Amd, 10/27/92, 20-8-4)

20-8-9. Termination of Discharge.

Any User who violates the terms of this ordinance is subject to discharge termination. Such User will be notified of the proposed termination of its discharge and be offered an opportunity to show cause under Section 20-8-13 of this ordinance why the proposed action should not be taken. Exercise of this option by the Director shall not be a bar to, or a prerequisite for, taking any other action against the User.



20-8-10. Civil liability for expenses.

Any person violating the provisions herein shall be liable for any expense, loss, or damage caused the POTW by reason of such violation, including the increased costs, if any, for managing effluent or biosolids, when such increases are the result of the User's discharge of toxic pollutants. The Director shall add such charge to the discharger's treatment charge.

(Ord. No. 661, Revised, 04/10/90; Ord. No. O-92-023, Renumber, 10/27/92, **20-8-7**; Ord. No. O-06-0009, Amended 5/23/06)

20-8-11. Civil fine pass through.

In the event that a User discharges such pollutants which cause the POTW to violate any condition of its UPDES Permit and the POTW is fined by EPA or the State for such violation, then such User shall be fully liable for the total amount of the fine assessed against the POTW by EPA or by the State.

(Ord. No. 661, Revised, 04/10/90; Ord. No. O-92-023, Renumber, 10/27/92, **20-8-13**)

20-8-12. Show Cause Hearing.

The Director may order a User which has violated, or continues to violate, any provision of this ordinance, or order issued hereunder, or any other sewer standard or requirement, to appear before the Director and show cause why the proposed enforcement action should not be taken. Notice shall be served on the User specifying the time and place for the meeting, the proposed enforcement action, the reasons for such action, and a request that the User show cause why the proposed enforcement action should not be taken. The notice of the meeting shall be served personally or by registered or certified mail (return receipt requested) at least five (5) days prior to the hearing. Such notice may be served on any authorized representative of the User. A show cause hearing shall not be a bar against, or prerequisite for, taking any other action against the User.

(Ord. No. 661, Revised, 04/10/90; Ord. No. O-92-023, Amended, 10/27/92; Ord. No. O-06-0009, Amended 5/23/06)

20-8-13. Appeal procedure.

Any User may appeal an administrative enforcement penalty if it files a written notice of appeal within fourteen (14) days of the User's receipt of notice of the enforcement penalty. The notice of appeal shall be delivered to the Director. Upon receipt of the notice of appeal, the Director shall provide the User notice of a hearing and then hold a hearing that provides the User with an opportunity to be heard regarding the proposed administrative enforcement penalty. The hearing may be held informally, without following technical or procedural rules regarding the presentation of evidence or witnesses. After the hearing, the Director shall issue findings of fact and conclusions regarding the proposed enforcement penalty. Either the User or the City may appeal the Director's decision to the Fourth District Court, which shall uphold the Director's decision unless it finds the decision was arbitrary and capricious or otherwise illegal.



Article 20-9. Judicial Enforcement Remedies

Contents:

- 20-9-1. Injunctive Relief.**
- 20-9-2. Civil Penalties.**
- 20-9-3. Criminal Prosecution.**
- 20-9-4. Referral to State.**
- 20-9-5. City standards.**
- 20-9-6. Remedies Nonexclusive.**

20-9-1. Injunctive Relief.

When the Director finds that a User has violated, or continues to violate, any provision of this ordinance, or an order issued hereunder, or any other Sewer Standard or Requirement, the Director may petition the Fourth District Court or other court of competent jurisdiction through the City's Attorney for the issuance of a temporary or permanent injunction, as appropriate, which restrains or compels the specific performance of this section, or other requirement imposed by this ordinance on activities of the User. The Director may also seek such other action as is appropriate for legal and/or equitable relief, including a requirement for the User to conduct environmental remediation. A petition for injunctive relief shall not be a bar against, or a prerequisite for, taking any other action against a User.

20-9-2. Civil Penalties.

- A. A User who has violated, or continues to violate, any provision of this ordinance, or order issued hereunder or any other sewer standard or requirement shall be liable to the City for a maximum civil penalty of Ten Thousand Dollars (\$10,000.00) per violation, per day. In the case of a monthly or other long-term average discharge limit, penalties shall accrue for each day during the period of the violation.

Ord. No. O-92-023, Enacted, 10/27/92)

- B. The Director may recover reasonable attorneys' fees, court costs, and other expenses associated with enforcement activities, including sampling and monitoring expenses, and the cost of any actual damages incurred by the City.

Ord. No. O-92-023, Enacted, 10/27/92)

- C. In determining the amount of civil liability the Court shall take into account all relevant circumstances, including, but not limited to, the extent of harm caused by the violation, the magnitude and duration of the violation, any economic benefit gained through the User's violation, corrective actions by the User, the compliance history of the User, and any other factor as justice requires.

Ord. No. O-92-023, Enacted, 10/27/92)

- D. Filing a suit for civil penalties shall not be a bar against, or a prerequisite for taking, any other action against a User.

(Ord. No. O-92-023, Enacted, 10/27/92)





20-9-3. Criminal Prosecution.

- A. A User who willfully or negligently violates any provision of this ordinance, or order issued hereunder, or any other sewer standard or requirement shall, upon conviction, be guilty of a Class B Misdemeanor, punishable by a fine of not more than One Thousand Dollars (\$1,000.00) per violation, per day, or by imprisonment for not more than six (6) months, or by both such fine and imprisonment. Each day a violation continues shall be deemed a separate offense.

(Ord. No. O-92-023, Ren,&Amd, 10/27/92, 20-8-11)

- B. A User who willfully or negligently introduces any substance into the POTW which causes personal injury or property damage shall, upon conviction, be guilty of a Class B Misdemeanor. This penalty shall be in addition to any other cause of action for personal injury or property damage available under State law.

(Ord. No. O-92-023, Ren,&Amd, 10/27/92, 20-8-11)

- C. A User who knowingly makes any false statements, representations, or certifications in any application, record, report, plan, or other documentation filed, or required to be maintained, pursuant to this ordinance, wastewater discharge permit, or order issued hereunder, or who falsifies, tampers with, or knowingly renders inaccurate any monitoring device or method required under this ordinance shall, upon conviction, be guilty of a Class B Misdemeanor.

(Ord. No. O-92-023, Ren,&Amd, 10/27/92, 20-8-11)

- D. In the event of a second conviction, a User shall be punished by a fine of not more than \$50,000 per violation, per day, and/or imprisonment for not more than five (5) years, or both.

20-9-4. Referral to State.

The City may refer violations of pretreatment standards, Federal law, State law, and this Chapter to the State of Utah to supplement or take the place of enforcement by the POTW.

(Ord. No. O-92-023, Ren,&Amd, 10/27/92, 20-8-8)

20-9-5. City standards.

In compliance with Public Laws 84-660 and 92-500 of the Water Pollution Control Act and amendments hereto, these regulations adopt and use as a guide the national pretreatment standards and the Environmental Protection Agency's (EPA) pretreatment guidelines. The City recognizes that in some cases these pretreatment standards may not be sufficient to protect the operation of its treatment works, or to allow it to comply with the terms of its UPDES Permit. In such cases, the City reserves the right to impose more stringent standards than those specified in the EPA regulations.

(Ord. No. O-92-023, Renumber, 10/27/92, 20-8-16)



20-9-6. Remedies Nonexclusive.

The remedies provided for in this Chapter are not exclusive. The Director may take any, all, or any combination of these actions against a noncompliant User. Enforcement of pretreatment violations will generally be in accordance with the City's enforcement response plan. However, the Director may take other action against any User when the circumstances warrant. Further, the Director is empowered to take more than one enforcement action against any non-compliant User.

(Ord. No. O-92-023, Enacted, 10/27/92)

Exhibit B

11-6-1. GENERAL PROVISIONS

A. Purpose and Policy.

1. This ordinance sets forth uniform requirements for Users of the Publicly Owned Treatment Works (POTW) for the City of Orem (the City) and enables the City to comply with all applicable State and Federal laws, including the Clean Water Act (33 United States Code [U.S.C.] section 1251 et seq.) and the General Pretreatment Regulations (Title 40 of the Code of Federal Regulations [CFR] Part 403 and Utah Administrative Code (UAC) R317-8-8). The objectives of this ordinance are:
 - a. To prevent the introduction of pollutants into the POTW that will interfere or potentially interfere with its operation or contaminate the resulting sludge
 - b. To prevent the introduction of pollutants into the POTW that will pass through the POTW, inadequately treated, into receiving waters, or otherwise be incompatible with the POTW;
 - c. To protect both POTW personnel who may be affected by wastewater and sludge in the course of their employment and the general public;
 - d. To promote reuse and recycling of wastewater and sludge from the POTW;
 - e. To enable the City to comply with its Utah Pollutant Discharge Elimination System permit conditions, sludge use and disposal requirements, Type 1 water reuse standards and any other Federal or State laws to which the POTW is subject.
2. This ordinance shall apply to all Users of the POTW. The ordinance authorizes the issuance of individual wastewater discharge permits; provides for monitoring, compliance, and enforcement activities; establishes administrative review procedures; and requires User reporting

B. Administration.

Except as otherwise provided herein, the Director shall administer, implement, and enforce the provisions of this ordinance. Any powers granted to or duties imposed upon the Director may be delegated by the Director to his duly appointed deputy, agent or representative.

C. Abbreviations.

The following abbreviations, when used in this ordinance, shall have the designated meanings

BOD – Biochemical Oxygen Demand
BMP – Best Management Practice
BMR – Baseline Monitoring Report
CFR – *Code of Federal Regulations*
CIU – Categorical Industrial User
COD – Chemical Oxygen Demand
EPA – U.S. Environmental Protection Agency
FOG – Fats, Oils, & Grease
gpd – gallons per day

IU – Industrial User
mg/l – milligrams per liter
UPDES – Utah Pollutant Discharge Elimination System
MGD – Million Gallons Per Day
POTW – Publicly Owned Treatment Works
ppm – Parts Per Million
RCRA – Resource Conservation and Recovery Act
SIU – Significant Industrial User
SNC – Significant Noncompliance
TSS – Total Suspended Solids
U.S.C. – United States Code

D. Definitions

Unless a provision explicitly states otherwise, the following terms and phrases, as used in this ordinance, shall have the meanings hereinafter designated.

1. Act or “the Act.” The Federal Water Pollution Control Act, also known as the Clean Water Act, as amended, 33 U.S.C. section 1251 et seq.
2. Approval Authority. The State of Utah Department of Environmental Quality Division of Water Quality or its successor agency.
3. Authorized or Duly Authorized Representative of the User
 - a. If the User is a corporation:
 - i. The president, secretary, treasurer, or a vice-president of the corporation in charge of a principal business function, or any other person who performs similar policy or decision-making functions for the corporation; or
 - ii. The manager of one or more manufacturing, production, or operating facilities, provided the manager is authorized to make management decisions that govern the operation of the regulated facility including having the explicit or implicit duty of making major capital investment recommendations, and initiate and direct other comprehensive measures to assure long-term environmental compliance with environmental laws and regulations; can ensure that the necessary systems are established or actions taken to gather complete and accurate information for individual wastewater discharge permit requirements; and where authority to sign documents has been assigned or delegated to the manager in accordance with corporate procedures.
 - b. If the User is a partnership or sole proprietorship: a general partner or proprietor, respectively.
 - c. If the User is a limited liability company: the managing member or other person or entity who performs similar policy or decision-making functions for the limited liability company.

- d. If the User is a Federal, State, or Local Governmental facility: A director or highest official appointed or designated to oversee the operation and performance of the activities of the government facility, or their designee.
 - e. The individuals described in paragraphs (a) through (d), above, may designate a Duly Authorized Representative if the authorization is in writing, the authorization specifies the individual or position responsible for the overall operation of the facility from which the discharge originates or having overall responsibility for environmental matters for the company, and the written authorization is submitted to Director.
- 4. Best Management Practices or BMPs means schedules of activities, prohibitions of practices, maintenance procedures, and other management practices to implement the prohibitions listed in Section 11-6-2(A)(1) and (2) of this ordinance. BMPs may also include but are not limited to treatment requirements, operating procedures, and practices to control plant site runoff, spillage or leaks, sludge or waste disposal, or drainage from raw materials storage.
 - 5. Biochemical Oxygen Demand or BOD. The quantity of oxygen utilized in the biochemical oxidation of organic matter under standard laboratory procedures for five (5) days at 20 degrees centigrade, usually expressed as a concentration (e.g., mg/l). Laboratory determinations shall be made in accordance with approved EPA methods (reference 40 C.F.R. Part 136).
 - 6. Categorical Industrial User. An Industrial User subject to a categorical Pretreatment Standard or categorical Standard.
 - 7. Categorical Pretreatment Standard or Categorical Standard. Is any regulation containing pollutant discharge limits promulgated by EPA in accordance with sections 307(b) and (c) of the Act (33 U.S.C. section 1317) that apply to a specific category of Users and that appear in 40 CFR Chapter I, Subchapter N, Parts 405-471.
 - 8. City. The City of Orem.
 - 9. Composite Sample. The sample resulting from the combination of individual wastewater samples taken at selected intervals based on an increment of either flow or time. The method should be in accordance with 40 CFR Part 403 Appendix E Subpart I – Composite Method.
 - 10. Chemical Oxygen Demand or COD. A measure of the oxygen required to oxidize all compounds, both organic and inorganic, in water.
 - 11. Control Authority. The City of Orem
 - 12. Daily Maximum. (Daily Max.) The maximum value allowable in any single sample or instantaneous measurement.
 - 13. Daily Maximum Limit. The maximum allowable discharge limit of a pollutant during a calendar day. Where Daily Maximum Limits are expressed in units of mass, the daily discharge is the total mass discharged over the course of the day. Where Daily Maximum Limits are expressed in terms of a concentration, the daily discharge is the arithmetic average measurement of the pollutant concentration derived from all measurements taken that day.

14. Director. The director of Public Works of the City of Orem or his duly appointed deputy, agent or representative.
15. Environmental Protection Agency or EPA. The U.S. Environmental Protection Agency or, where appropriate, the Regional Water Management Division Director, the Regional Administrator, or other duly authorized official of said agency.
16. Existing Source. Any source of discharge that is not a “New Source.”
17. Grab Sample. A sample that is taken from a waste stream without regard to the flow in the waste stream and over a period of time not to exceed fifteen (15) minutes.
18. Hazardous Waste. Any solid, liquid, or gaseous waste material that, if improperly managed or disposed of may pose substantial hazards to human health and the environment. The definition of hazardous waste in 40 CFR § 261.3 is by this reference incorporated herein and made a part hereof.
19. Indirect Discharge or Discharge. Means the introduction of pollutants into a POTW from any non-domestic source regulated under Section 307(b), (c) or (d) of the Act. An indirect discharge is the introduction of pollutants into the POTW from any nondomestic source.
20. Instantaneous Limit. The maximum or minimum concentration of a pollutant allowed to be discharged at any time, determined from the analysis of any grab or composite sample collected, independent of the industrial flow rate and the duration of the sampling event.
21. Interference. A discharge that, alone or in conjunction with a discharge or discharges from other sources, both:
 - a. inhibits or dis-inhibits or disrupts the POTW, its treatment processes or operations or its sludge processes, use or disposal; and
 - b. therefore, is a cause of a violation of the City’s UPDES permit or of the prevention of sewage sludge use or disposal in compliance with any of the following statutory/regulatory provisions or permits issued thereunder, or any more stringent State or local regulations: section 405 of the Act; the Solid Waste Disposal Act, including Title II commonly referred to as the Resource Conservation and Recovery Act (RCRA); any State regulations contained in any State sludge management plan prepared pursuant to Subtitle D of the Solid Waste Disposal Act; the Clean Air Act; the Toxic Substances Control Act; and the Marine Protection, Research, and Sanctuaries Act.
22. Local Limit. Specific discharge limits developed to protect the POTW in accordance with 40 CFR 403.5 and enforced by the City upon industrial or commercial facilities to implement the general and specific discharge prohibitions listed in Section 11-6-2(A)(1) and (2). The technical based local limits and the development documents are kept on file at the POTW and can be reviewed if requested.
23. Medical Waste. Isolation wastes, infectious agents, human blood and blood products, pathological wastes, sharps, body parts, contaminated bedding, surgical wastes, potentially contaminated laboratory wastes, and dialysis wastes.

24. Monthly Average. The sum of all “daily discharges” measured during a calendar month divided by the number of “daily discharges” measured during that month.
25. Monthly Average Limit. The highest allowable average of “daily discharges” over a calendar month, calculated as the sum of all “daily discharges” measured during a calendar month divided by the number of “daily discharges” measured during that month.
26. New Source.
- a. Any building, structure, facility, or installation from which there is (or may be) a discharge of pollutants, the construction of which commenced after the publication of proposed Pretreatment Standards under section 307(c) of the Act that will be applicable to such source if such Standards are thereafter promulgated in accordance with that section, provided that:
- i. The building, structure, facility, or installation is constructed at a site at which no other source is located; or
- ii. The building, structure, facility, or installation totally replaces the process or production equipment that causes the discharge of pollutants at an Existing Source; or
- iii. The production or wastewater generating processes of the building, structure, facility, or installation are substantially independent of an Existing Source at the same site. In determining whether these are substantially independent, factors such as the extent to which the new facility is integrated with the existing plant, and the extent to which the new facility is engaged in the same general type of activity as the Existing Source, should be considered.
- b. Construction on a site at which an Existing Source is located results in a modification rather than a New Source if the construction does not create a new building, structure, facility, or installation meeting the criteria of Section 11-6-1(D)(26)(a)(ii) or (iii) above but otherwise alters, replaces, or adds to existing process or production equipment.
- c. Construction of a New Source as defined under this paragraph has commenced if the owner or operator has:
- i. Begun, or caused to begin, as part of a continuous onsite construction program
- (A) any placement, assembly, or installation of facilities or equipment; or
- (B) significant site preparation work including clearing, excavation, or removal of existing buildings, structures, or facilities which is necessary for the placement, assembly, or installation of New Source facilities or equipment; or
- ii. Entered into a binding contractual obligation for the purchase of facilities or equipment which is intended to be used in its operation within a reasonable time. Options to purchase or contracts which can be terminated or modified without substantial loss, and contracts for feasibility, engineering, and design studies do not constitute a contractual obligation under this paragraph.

27. **Noncontact Cooling Water.** Water used for cooling that does not come into direct contact with any raw material, intermediate product, waste product, or finished product.
28. **Pass Through.** A discharge which exits the POTW into Waters of the State in quantities or concentrations which, alone or in conjunction with a discharge or discharges from other sources, is a cause of a violation of any requirement of the City's UPDES permit, including an increase in the magnitude or duration of a violation.
29. **Person.** Any individual, partnership, co-partnership, firm, company, corporation, association, joint stock company, trust, estate, governmental entity, or any other legal entity; or their legal representatives, agents, or assigns. This definition includes all Federal, State, and local governmental entities.
30. **pH.** A measure of the acidity or basicity of a solution, expressed in standard units.
31. **Pollutant.** Dredged spoil, solid waste, incinerator residue, filter backwash, sewage, garbage, sewage sludge, munitions, medical wastes, chemical wastes, biological materials, radioactive materials, heat, wrecked or discarded equipment, rock, sand, cellar dirt, municipal, agricultural and industrial wastes, metals, and certain characteristics of wastewater (e.g., pH, temperature, TSS, turbidity, color, BOD, COD, toxicity, or odor).
32. **Pretreatment.** The reduction of the amount of pollutants, the elimination of pollutants, or the alteration of the nature of pollutant properties in wastewater prior to, or in lieu of, introducing such pollutants into the POTW. This reduction or alteration can be obtained by physical, chemical, or biological processes; by process changes; or by other means, except by diluting the concentration of the pollutants unless allowed by an applicable Pretreatment Standard.
33. **Pretreatment Requirements.** Any substantive or procedural requirement related to pretreatment imposed on a User, other than a Pretreatment Standard.
34. **Pretreatment Standards or Standards.** Pretreatment Standards shall mean any regulation containing pollutant discharge limits promulgated by the EPA in accordance with section 307 (b) and (c) of the Act, which applies to Industrial Users, which includes but is not limited to prohibited discharge standards, categorical Pretreatment Standards, and Local Limits.
35. **Prohibited Discharge Standards or Prohibited Discharges.** Absolute prohibitions against the discharge of certain substances; these prohibitions appear in Section 11-6-2 of this ordinance.
36. **Publicly Owned Treatment Works (POTW).** A treatment works, as defined by Section 212 of the Act (33 U.S.C. section 1292), which is owned by the City. This definition includes any devices or systems used in the collection, storage, treatment, recycling, and reclamation of sewage or industrial wastes of a liquid nature and any conveyances, which convey wastewater to a treatment plant. It also includes sewers, pipes, lift stations and other conveyances if they convey wastewater to a POTW Treatment Plant. The term also means the municipality as defined in Section 502(4) of the Act, which has jurisdiction over the indirect discharges to and the discharges from such a treatment works.
37. **Section Manager.** The person designated by the City to supervise the operation of the POTW, and who is charged with certain duties and responsibilities by this ordinance. The term also means a Duly Authorized Representative of the Public Works Director.

38. Septic Tank Waste. Any sewage from holding tanks such as vessels, chemical toilets, and septic tanks excluding non-commercial recreational vehicles.
39. Sewage. Human excrement and gray water (household showers, dishwashing operations, campers, camping trailers, etc.).
40. Significant Industrial User (SIU). a Significant Industrial User is:
- a. An Industrial User subject to Categorical Pretreatment Standards; or
 - b. An Industrial User that:
 - i. Discharges an average of twenty-five thousand (25,000) gallons per day (gpd) or more of process wastewater to the POTW (excluding sanitary, noncontact cooling and boiler blowdown wastewater);
 - ii. Contributes a process waste stream which makes up five (5) percent or more of the average dry weather hydraulic or organic capacity of the POTW treatment plant; or
 - iii. Is designated as such by the City on the basis that it has a reasonable potential for adversely affecting the POTW's operation or for violating any Pretreatment Standard or Requirement.
41. Slug Load or Slug Discharge. Any discharge at a flow rate or concentration, which could cause a violation of the prohibited discharge standards in Section 11-6-2 of this ordinance. A Slug Discharge is any Discharge of a non-routine, episodic nature, including but not limited to an accidental spill or a non-customary batch Discharge, which has a reasonable potential to cause Interference or Pass Through, or in any other way violate the POTW's regulations, Local Limits or Permit conditions.
42. Storm Water. Any flow occurring during or following any form of natural precipitation, and resulting from such precipitation, including snowmelt.
43. Total Suspended Solids or Suspended Solids. The total suspended matter that floats on the surface of, or is suspended in, water, wastewater, or other liquid, and that is removable by laboratory filtering.
44. User or Industrial User. A source of indirect discharge.
45. Wastewater. Liquid and water carried industrial wastes and sewage from residential dwellings, commercial buildings, industrial and manufacturing facilities, and institutions, whether treated or untreated, which are contributed to the POTW
46. Wastewater Treatment Plant or Treatment Plant. That portion of the POTW which is designed to provide treatment of municipal sewage and compatible industrial waste.
47. Waters of the State. All streams, lakes, ponds, marshes, water-courses, waterways, wells, springs, irrigation systems, drainage systems, and all other bodies or accumulations of water, surface and underground, natural or artificial, public or private, which are contained within, flow through, or border upon this state or any portion thereof, except that bodies of water confined to

and retained within the limits of private property, and which do not develop into or constitute a nuisance, or a public health hazard, or a menace to fish and wildlife, shall not be considered to be "waters of the state" as defined in Section 19-5-102 of Utah State Code.

11-6-2. GENERAL SEWER USE REQUIREMENTS

A. Prohibited Discharge Standards

1. General Prohibitions. No User shall introduce or cause to be introduced into the POTW any pollutant or wastewater which causes Pass Through or Interference. These prohibitions (listed in Section 11-6-2(A)(2)) apply to all Users of the POTW whether or not they are subject to categorical Pretreatment Standards or any other National, State, or local Pretreatment Standards or Requirements.
2. Specific Prohibitions. No User shall introduce or cause to be introduced into the POTW the following pollutants, substances, or wastewater:
 - a. Pollutants which may create a fire or explosive hazard in the POTW, including, but not limited to, waste streams with a closed-cup flashpoint of less than 140 degrees F (60 degrees C) using the test methods specified in 40 CFR 261.21;
 - b. Pollutants which will cause corrosive structural damage to the POTW, but in no case Discharges with pH lower than 5.0 or greater than 12.0;
 - c. Solid or viscous substances in amounts which will cause obstruction of the flow in the POTW resulting in Interference;
 - d. Any pollutant, including oxygen-demanding pollutants (BOD, etc.), released in a discharge at a flow rate and/or pollutant concentration which will cause Interference with the POTW;
 - e. Heat in amounts which will inhibit biological activity in the POTW resulting in Interference, but in no case heat in such quantities that the temperature at the POTW Treatment Plant exceeds 40 degrees C (104 degrees F) unless the Approval Authority, upon request of the POTW, approves alternate temperature limits;
 - f. Petroleum oil, non biodegradable cutting oil, or products of mineral oil origin, in amounts that will cause Interference or Pass Through;
 - g. Pollutants which result in the presence of toxic gasses, vapors, or fumes within the POTW in a quantity that may cause acute worker health and safety problems;
 - h. Trucked or hauled industrial pollutants; see Section 11-6-3(D) of this ordinance;
 - i. Noxious or malodorous liquids, gasses, solids, or other wastewater which, either singly or by interaction with other wastes, are sufficient to create a public nuisance or a hazard to life, or to prevent entry into the sewers for maintenance or repair;
 - j. Wastewater which imparts color which cannot be removed by the treatment process, such as, but not limited to, dye wastes and vegetable tanning solutions, which consequently imparts color to the treatment plant's effluent, thereby violating the City's UPDES permit;
 - k. Wastewater containing any radioactive wastes or isotopes except in compliance with applicable State or Federal regulations;

- l. Storm Water, surface water, ground water, artesian well water, roof runoff, subsurface drainage, swimming pool drainage, condensate, deionized water, Noncontact Cooling Water, and unpolluted wastewater, unless specifically authorized by the Director;
 - m. Sludges, screenings, or other residues from the pretreatment of industrial wastes;
 - n. Medical Wastes, except as specifically authorized by the Director in an individual wastewater discharge permit;
 - o. Wastewater causing, alone or in conjunction with other sources, the treatment plant's effluent to fail toxicity testing;
 - p. Detergents, surface-active agents, or other substances that might cause excessive foaming in the POTW;
3. Pollutants, substances, or wastewater prohibited by this Section shall not be processed or stored in such a manner that they could be discharged to the POTW.

B. National Categorical Pretreatment Standards

- 1. National Categorical Pretreatment Standards specifying quantities or concentrations of pollutants or pollutant properties which may be discharged to a POTW by existing or new industrial users in specific industrial subcategories have been established by EPA in 40 CFR Chapter I, Subchapter N, Parts 405-471 and are hereby incorporated.
- 2. Users subject to categorical standards must comply with the categorical Pretreatment Standards found at 40 CFR Chapter I, Subchapter N, Parts 405-471
- 3. When wastewater subject to a categorical Pretreatment Standard is mixed with wastewater not regulated by the same Standard, the Director shall impose an alternate limit in accordance with 40 CFR 403.6(e)

C. State Pretreatment Standards

Users must comply with State Pretreatment Standards codified at Utah State Code Section R317-8-8.

D. Local Limits

- 1. The Director is authorized to establish Local Limits pursuant to 40 CFR 403.5(c).
- 2. Local Limits apply at the point where the wastewater is discharged to the POTW. All concentrations for metallic substances are for total metal unless indicated otherwise. The development documents for Local Limits are kept at POTW and can be reviewed if requested.
- 3. Refer to the Local Limits Documents for Limits for individual contaminants.
- 4. No User shall discharge wastewater containing pollutants in excess of the specific local limits as established by the City from time to time. The local limits are developed and implemented per the requirements of 40 CFR 403. The development documents can be found at the water reclamation facility

E. City's Right of Revision

The City reserves the right to establish, by ordinance or in individual wastewater discharge permits, more stringent Standards or Requirements on discharges to the POTW consistent with the purpose of this ordinance. The Director is authorized to temporarily or permanently revoke or suspend issuance of any type of permit at any time in order to protect the POTW from Pass Through or Interference in order to maintain compliance with any UPDES permit requirement or pretreatment program requirement. The Director shall also have the right to deny new or increased contributions or to set additional conditions on such contributions to protect the POTW, including limits that may be more stringent than the limits developed in the Local Limits development document.

F. Dilution

No User shall ever increase the use of process water, or in any way attempt to dilute a discharge, as a partial or complete substitute for adequate treatment to achieve compliance with a discharge limitation unless expressly authorized by an applicable Pretreatment Standard or Requirement. The Director may impose mass limitations on Users who are using dilution to meet applicable Pretreatment Standards or Requirements, or in other cases when the imposition of mass limitations is appropriate.

11-6-3. PRETREATMENT OF WASTEWATER

A. Pretreatment Facilities

1. Users shall provide wastewater treatment as necessary to comply with this ordinance and shall achieve compliance with all categorical Pretreatment Standards, Local Limits, and the prohibitions set out in Section 11-6-2(A) of this ordinance within the time limitations specified by EPA, the State, or the Director, whichever is more stringent. Any facilities necessary for compliance shall be provided, operated, and maintained at the User's expense. Detailed plans describing such facilities and operating procedures shall be submitted to the Director for review, and shall be acceptable to the Director before such facilities are constructed. The review of such plans and operating procedures shall in no way relieve the User from the responsibility of modifying such facilities as necessary to produce a discharge acceptable to the City under the provisions of this ordinance.

B. Additional Pretreatment Measures

1. Whenever deemed necessary, the Director may require Users to restrict their discharge during peak flow periods, designate that certain wastewater be discharged only into specific sewers, relocate and/or consolidate points of discharge, separate sewage waste streams from industrial waste streams, and such other conditions as may be necessary to protect the POTW and determine the User's compliance with the requirements of this ordinance.

2. The Director may require any person discharging into the POTW to install and maintain, on their property and at their expense, a suitable storage and flow-control facility to ensure equalization of flow. An individual wastewater discharge permit may be issued solely for flow equalization.

3. Grease, oil, and sand interceptors shall be provided when, in the opinion of the Director, they are necessary for the proper handling of wastewater containing excessive amounts of grease and oil, or sand; except that such interceptors shall not be required for residential users. All interceptor units shall be of a type and capacity approved by the Director and shall be so located to be easily accessible for cleaning and inspection. Such interceptors shall be inspected, cleaned, and maintained by the User at their expense.

4. All interception units and sampling manholes shall be of a type and capacity approved by the Director and shall be so located to be easily accessible for cleaning and inspection. The interceptor units and sampling manholes shall be inspected, cleaned, and repaired by the User at their expense.

5. Users with the potential to discharge flammable substances may be required to install and maintain an approved combustible gas detection meter.

6. Sampling manholes shall be located in an area to allow for ease of cleaning, sampling and inspection by the User and the City.

C. Accidental Discharge/Slug Discharge Control Plans

1. The Director shall evaluate whether each SIU needs an Accidental Discharge/Slug Discharge Control Plan or other action to control Slug Discharges. The Director may require any

User to develop, submit for approval, and implement such a plan or take such other action that may be necessary to control Slug Discharges. An Accidental Discharge/Slug Discharge Control Plan shall address, at a minimum, the following:

- a. Description of discharge practices, including non-routine batch discharges;
- b. Description of stored chemicals;
- c. Procedures for immediately notifying the Director of any Accidental or Slug Discharge, as required by Section 11-6-6(F) of this ordinance; and
- d. Procedures to prevent adverse impact from any accidental or Slug Discharge. Such procedures include, but are not limited to,
 - i. Inspection and maintenance of storage areas,
 - ii. Handling and transfer of materials,
 - iii. Loading and unloading operations,
 - iv. Control of plant site runoff,
 - v. Worker training,
 - vi. Building of containment structures or equipment,
 - vii. Measures for containing toxic organic pollutants, including solvents, and/or
 - viii. Measures and equipment for emergency

D. Hauled Wastewater

1. Septic tank waste from privately owned recreational vehicles may be introduced into the POTW only at locations designated by the Director, and at such times as are established by the Director. Such waste shall not violate Section 11-6-2 of this ordinance or any other requirements established by the City.

11-6-4. INDIVIDUAL WASTEWATER DISCHARGE PERMITS

A. Wastewater Analysis

1. When requested by the Director, a User must submit information on the nature and characteristics of its wastewater within thirty (30) days of the request. The Director is authorized to prepare a form for this purpose and may periodically require Users to update this information. If the User changes or adds a process the User is required to update the information provided to the Director forty-five (45) days prior to the process being changed or added.

B. Individual Wastewater Discharge Permit Requirements

1. No Significant Industrial User shall discharge wastewater into the POTW without first, obtaining an individual wastewater discharge permit from the Director, except that a Significant Industrial User that has filed a timely application pursuant to Section 11-6-4(C) of this ordinance may continue to discharge for the time period specified therein.
2. The Director may require other Users to obtain individual wastewater discharge permits as necessary to carry out the purposes of this ordinance.
3. Any violation of the terms and conditions of an individual wastewater discharge permit shall be deemed a violation of this ordinance and subjects the wastewater discharge permittee to the sanctions set out in Sections 11-6-10 through 11-6-12 of this ordinance. Obtaining an individual wastewater discharge permit does not relieve a permittee of its obligation to comply with all Federal and State Pretreatment Standards or Requirements or with any other requirements of Federal, State, and local law.

C. Individual Wastewater Discharge: Existing Connections

1. Any User required to obtain an individual wastewater discharge permit who was discharging wastewater into the POTW prior to the effective date of this ordinance and who wishes to continue such discharges in the future, shall, within sixty (60) days after said date, apply to the Director for an individual wastewater discharge permit or in accordance with Section 11-6-4(E) of this ordinance, and shall not cause or allow discharges to the POTW to continue after ninety (90) days of the effective date of this ordinance except in accordance with an individual wastewater discharge permit issued by the Director.

D. Individual Wastewater Discharge: New Connections

1. Any User required to obtain an individual wastewater discharge permit who proposes to begin or recommence discharging into the POTW must obtain such permit prior to the beginning or recommencing of such discharge. An application for this individual wastewater discharge permit, in accordance with Section 11-6-4(E) of this ordinance, must be filed at least ninety (90) days prior to the date upon which any discharge will begin or recommence.

E. Individual Wastewater Discharge Permit Application Contents

1. All Users required to obtain an individual wastewater discharge permit must submit a permit application. All permittees that will be continuing to discharge are required to complete an

application ninety (90) days prior to the permit expiring. The Director may require Users to submit all or some of the following information as part of a permit application:

- a. Identifying Information.
 - i. The name and address of the facility, including the name of the operator and owner.
 - ii. Contact information for names given in Section 11-6-4(E)(1)(a)(i) as of this ordinance, description of activities, facilities, and plant production processes on the premises;
- b. Environmental Permits. A list of any environmental control permits held by or for the facility.
- c. Description of Operations.
 - i. A brief description of the nature, average rate of production (including each product produced by type, amount, processes, and rate of production), and standard industrial classifications of the operation(s) carried out by such User. This description should include a schematic process diagram, which indicates points of discharge to the POTW from the regulated processes.
 - ii. Types of wastes generated, and a list of all raw materials and chemicals used or stored at the facility which are, or could accidentally or intentionally be, discharged to the POTW;
 - iii. Number and type of employees, hours of operation, and proposed or actual hours of operation;
 - iv. Type and amount of raw materials processed (average and maximum per day);
 - v. Site plans, floor plans, mechanical and plumbing plans, and details to show all sewers, floor drains, and appurtenances by size, location, and elevation, and all points of discharge;
- d. Time and duration of discharges;
- e. The location for monitoring all wastes covered by the permit;
- f. Flow Measurement. Information showing the measured average daily and maximum daily flow, in gallons per day, to the POTW from regulated process streams and other streams, as necessary, to allow use of the combined waste stream formula set out in Section 11-6-2(B)(3) of this ordinance.
- g. Measurement of Pollutants.
 - i. The categorical Pretreatment Standards applicable to each regulated process and any new categorically regulated processes for Existing Sources.

- ii. The results of sampling and analysis identifying the nature and concentration, and/or mass, where required by the Standard or by the Director, of regulated pollutants in the discharge from each regulated process.
 - iii. Instantaneous, Daily Maximum, and long-term average concentrations, or mass, where required, shall be reported.
 - iv. The sample shall be representative of daily operations and shall be analyzed in accordance with procedures set out in Section 11-6-6(J) of this ordinance. Where the Standard requires compliance with a BMP or pollution prevention alternative, the User shall submit documentation as required by the Director or the applicable Standards to determine compliance with the Standard.
 - v. Sampling must be performed in accordance with procedures set out in Section 11-6-6(K) of this ordinance.
- h. Any other information as deemed necessary by the Director to evaluate the permit application.
2. Incomplete or inaccurate applications will not be processed and will be returned to the User for revision.
3. Based on information provided by the permittee, in Section 11-6-4(E)(1)(a)(i) of this ordinance, the City will determine within thirty (30) days if;
 - a. Additional information is needed,
 - b. A permit is not necessary, or
 - c. If a permit will be required to be issued before the IU discharge is allowed to the POTW.
4. Should any of the information requested or supplied be considered by the User to be of a confidential nature, the User should request confidential status in accordance with Section 11-6-8 of this ordinance. Information regarding sampling and analysis of the discharge is not considered confidential information.

F. Application Signatories and Certifications

1. All wastewater discharge permit applications, User reports and certification statements must be signed by an Authorized Representative of the User and contain the certification statement in Section 11-6-6(N)(1) of this ordinance
2. If the designation of an Authorized Representative is no longer accurate because a different individual or position has responsibility for the overall operation of the facility or overall responsibility for environmental matters for the company, a new written authorization satisfying the requirements of this Section must be submitted to the Director prior to or together with any reports to be signed by an Authorized Representative.

G. Individual Wastewater Discharge Permit Decisions

1. The Director will evaluate the data furnished by the User and may require additional information. Within thirty (30) days of receipt of a complete permit application, the Director will determine whether to issue an individual wastewater discharge permit. The Director may deny or conditionally approve any application for an individual wastewater discharge permit.

11-6-5. INDIVIDUAL WASTEWATER DISCHARGE PERMIT ISSUANCE

A. Individual Wastewater Discharge Permit Duration

1. An individual wastewater discharge permit shall be issued for a specified time period, not to exceed five (5) years from the effective date of the permit. An individual wastewater discharge permit may be issued for a period less than five (5) years, at the discretion of the Director. Each individual wastewater discharge permit will indicate a specific date upon which it will expire.

B. Individual Wastewater Discharge Permit Contents

1. An individual wastewater discharge permit shall include such conditions as are deemed reasonably necessary by the Director to prevent Pass Through or Interference, protect the quality of the water body receiving the treatment plant's effluent, protect worker health and safety, facilitate sludge management and disposal, and protect against damage to the POTW.
2. Individual wastewater discharge permits must contain:
 - a. A statement that indicates the wastewater discharge permit issuance date, expiration date and effective date;
 - b. A statement that the wastewater discharge permit is nontransferable without prior notification to the City in accordance with Section 11-6-5(D) of this ordinance, and provisions for furnishing the new owner or operator with a copy of the existing wastewater discharge permit;
 - c. Effluent limits, including Best Management Practices, based on applicable Pretreatment Standards;
 - d. Self-monitoring, sampling, reporting, notification, and record-keeping requirements. These requirements shall include an identification of pollutants (or Best Management Practice) to be monitored, sampling location, sampling frequency, and sample type based on Federal, State, and local law.
 - e. A statement of applicable civil and criminal penalties for violation of Pretreatment Standards and Requirements, and any applicable compliance schedule. Such schedule may not extend the time for compliance beyond that required by applicable Federal, State, or local law.
 - f. Requirements to control Slug Discharge, if determined by the Director to be necessary.
 - g. Requirements to report immediately to the Director any slug discharge or any changes at its facility affecting potential for a slug discharge.
 - h. Requirements to notify the Director of changes to the industrial users discharge thirty (30) days prior to the change. The Director may deny or conditional approve the change prior to the user making the change at the facility that may impact the discharge at the facility to the POTW.

- i. The Director may revoke the Discharge Permit upon violation of the terms and conditions of the permit as stated in this Pretreatment Ordinance.
 - j. The Discharge Permit shall grant the right of entry to the Director and/or his designees, including but not limited to Wastewater Section Manager, Pretreatment Coordinator and Pretreatment Inspector(s) into all industrial user properties, facilities, buildings, etc, when wastewater is known or expect to be generated and/or discharged.
3. Individual wastewater discharge permits may contain, but may not be limited to, the following conditions:
 - a. Limits on the average and/or maximum rate of discharge, time of discharge, and/or requirements for flow regulation and equalization;
 - b. Requirements for the installation of pretreatment technology, pollution control, or construction of appropriate containment devices, designed to reduce, eliminate, or prevent the introduction of pollutants into the POTW;
 - c. Requirements for the development and implementation of spill control plans or other special conditions including management practices necessary to adequately prevent accidental, unanticipated, or non-routine discharges;
 - d. Development and implementation of waste minimization plans to reduce the amount of pollutants discharged to the POTW;
 - e. The unit charge or schedule of User charges and fees for the management of the wastewater discharged to the POTW;
 - f. Requirements for installation and maintenance of inspection and sampling facilities and equipment, including flow measurement devices;
 - g. A statement that compliance with the individual wastewater discharge permit does not relieve the permittee of responsibility for compliance with all applicable Federal and State Pretreatment Standards, including those which become effective during the term of the individual wastewater discharge permit; and
 - h. Other conditions as deemed appropriate by the Director to ensure compliance with this ordinance, and State and Federal laws, rules, and regulations.

C. Permit Modification

1. The Director may modify an individual wastewater discharge permit for good cause, including, but not limited to, the following reasons:
 - a. To incorporate any new or revised Federal, State, or local Pretreatment Standards or Requirements;
 - b. To address significant alterations or additions to the User's operation, processes, or wastewater volume or character since the time of the individual wastewater discharge permit issuance;

- c. A change in the POTW that requires either a temporary or permanent reduction or elimination of the authorized discharge;
- d. Information indicating that the permitted discharge poses a threat to the City's POTW, City personnel, the treatment and disposal of sludge, or the receiving waters;
- e. Violation of any terms or conditions of the individual wastewater discharge permit;
- f. Misrepresentations or failure to fully disclose all relevant facts in the wastewater discharge permit application or in any required reporting;
- g. Revision of or a grant of variance from categorical Pretreatment Standards pursuant to 40 CFR 403.13;
- h. To correct typographical or other errors in the individual wastewater discharge permit; or
- i. To reflect a transfer of the facility ownership or operation to a new owner or operator where requested in accordance with Section 11-6-5(D) of this ordinance.

D. Individual Wastewater Discharge Permit Transfer

- 1. Individual wastewater discharge permits may be transferred to a new owner or operator only if the permittee gives at least sixty (60) days advance notice to the Director and the Director approves the individual wastewater discharge permit coverage transfer. The notice to the Director must include a written certification by the new owner or operator which:
 - a. States that the new owner and/or operator has no immediate intent to change the facility's operations and processes;
 - b. Identifies the specific date on which the transfer is to occur;
 - c. Acknowledges full responsibility for complying with the existing individual wastewater discharge permit; and
 - d. The conditions of the permit will not change; and
 - e. A copy of the new permit will be provided to the new owner or operator.
- 2. Failure to provide advance notice of a transfer renders the individual wastewater discharge permit void as of the date of facility transfer.

E. Individual Wastewater Discharge Permit Revocation

- 1. The Director may revoke an individual wastewater discharge permit for good cause, including, but not limited to, the following reasons:
 - a. Failure to notify the Director of significant changes to the wastewater prior to the changed discharge;

- b. Failure to provide prior notification to the Director of changed conditions pursuant to Section 11-6-6(D) of this ordinance;
- c. Misrepresentation or failure to fully disclose all relevant facts in the wastewater discharge permit application;
- d. Falsifying self-monitoring reports;
- e. Falsifying certification statements;
- f. Tampering with monitoring equipment;
- g. Refusing to allow the Director timely access to the facility premises or records;
- h. Failure to meet effluent limitations;
- i. Failure to pay fines;
- j. Failure to pay sewer charges;
- k. Failure to meet compliance schedules;
- l. Failure to complete a wastewater survey or the wastewater discharge permit application or reapplication;
- m. Failure to provide advance notice of the transfer of business ownership of a permitted facility; or
- n. Violation of any Pretreatment Standard or Requirement, or any terms of the wastewater discharge permit or this ordinance.

2. Individual wastewater discharge permits shall be voidable upon cessation of operations or transfer of business ownership. All individual wastewater discharge permits issued to a User are void upon the issuance of a new individual wastewater discharge permit to that User.

F. Individual Wastewater Discharge Permit Reissuance

1. A User with an expiring individual wastewater discharge permit shall apply for individual wastewater discharge permit reissuance by submitting a complete permit application, in accordance with Section 11-6-4(B) of this ordinance, a minimum of ninety (90) days prior to the expiration of the User's existing individual wastewater discharge permit.

G. Regulation of Waste Received from Other Jurisdictions

1. If another municipality, or User located within another municipality, contributes wastewater to the POTW, the Director shall enter into an interlocal agreement with the contributing municipality.

2. Prior to entering into an agreement required by paragraph (1), above, the Director shall request the following information from the contributing municipality:

- a. A description of the quality and volume of wastewater discharged to the POTW by the contributing municipality;
 - b. An inventory of all Users located within the contributing municipality that are discharging to the POTW; and
 - c. Such other information as the Director may deem necessary.
3. An interlocal agreement, as required by Section 11-6-5(G)(1) of this ordinance, shall contain the following conditions:
 - a. A requirement for the contributing municipality to adopt the City's sewer use ordinance which is at least as stringent as this ordinance and the City's Local Limits, including required Baseline Monitoring Reports (BMRs) which are at least as stringent as those set out in Section 11-6-2(D) of this ordinance of this ordinance. The requirement shall specify that such ordinance and limits must be revised as necessary to reflect changes made to the City's ordinance or Local Limits;
 - b. A requirement for the contributing municipality to submit a revised User inventory on at least an annual basis; new business licenses monthly and water usage at least annually;
 - c. A provision specifying which pretreatment implementation activities, including individual wastewater discharge permit issuance, inspection and sampling, and enforcement, will be conducted by the contributing municipality; which of these activities will be conducted by the Director; and which of these activities will be conducted jointly by the contributing municipality and the Director;
 - d. A requirement for the contributing municipality to provide the Director with access to all information that the contributing municipality obtains as part of its pretreatment activities;
 - e. Limits on the nature, quality, and volume of the contributing municipality's wastewater at the point where it discharges to the POTW;
 - f. Requirements for monitoring the contributing municipality's discharge;
 - g. A provision ensuring the Director access to the facilities of Users located within the contributing municipality's jurisdictional boundaries for the purpose of inspection, sampling, and any other duties deemed necessary by the Director; and
 - h. A provision specifying remedies available for breach of the terms of the interlocal agreement.

11-6-6. REPORTING REQUIREMENTS

A. Baseline Monitoring Reports (BMR)

1. BMR Requirements

a. Within either one hundred eighty (180) days after the effective date of a Categorical Pretreatment Standard, or the final administrative decision on a category determination under 40 CFR 403.6(a)(4), whichever is later, existing Categorical Industrial Users currently discharging to or scheduled to discharge to the POTW shall submit to the Director a report which contains the information listed in paragraph (ii), below.

b. At least ninety (90) days prior to commencement of their discharge, New Sources, and sources that become Categorical Industrial Users subsequent to the promulgation of an applicable categorical Standard, shall submit to the Director a report which contains the information listed in paragraph (ii), below. A New Source shall report the method of pretreatment it intends to use to meet applicable categorical Standards. A New Source also shall give estimates of its anticipated flow and quantity of pollutants to be discharged.

2. Users described above shall submit the information set forth below.

a. All information required in Section 11-6-4(E)(a)(i), Section 11-6-4(E)(b), Section 11-6-4(E)(c), and Section 11-6-4(E)(f) of this ordinance.

b. Measurement of pollutants.

i. The User shall provide the information required in Section 11-6-4(E)(g)(i) through (v) of this ordinance.

ii. The User shall take a minimum of one representative sample to compile that data necessary to comply with the requirements of this paragraph.

iii. Samples should be taken immediately downstream from pretreatment facilities if such exist or immediately downstream from the regulated process if no pretreatment exists. If other wastewaters are mixed with the regulated wastewater prior to pretreatment the User should measure the flows and concentrations necessary to allow use of the combined waste stream formula in 40 CFR 403.6(e) to evaluate compliance with the Pretreatment Standards. Where an alternate concentration or mass limit has been calculated in accordance with 40 CFR 403.6(e) this adjusted limit along with supporting data shall be submitted to the Control Authority;

iv. Sampling and analysis shall be performed in accordance with Section 11-6-6(J) and 11-6-6(K) of this ordinance;

v. The Director may allow the submission of a baseline report which utilizes only historical data so long as the data provides information sufficient to determine the need for industrial pretreatment measures; and

- vi. The baseline report shall indicate the time, date and place of sampling and methods of analysis, and shall certify that such sampling and analysis is representative of normal work cycles and expected pollutant Discharges to the POTW.
- c. Compliance Certification. A statement, reviewed by the User's Authorized Representative as defined in Section 11-6-1(D)(3) of this ordinance and certified by a qualified professional, indicating whether Pretreatment Standards are being met on a consistent basis, and, if not, whether additional operation and maintenance (O&M) and/or additional pretreatment is required to meet the Pretreatment Standards and Requirements.
- d. Compliance Schedule. If additional pretreatment and/or O&M will be required for the User to meet the Pretreatment Standards, the shortest schedule by which the User will provide such additional pretreatment and/or O&M must be provided. The completion date in this schedule shall not be later than the compliance date established for the applicable Pretreatment Standard. A compliance schedule pursuant to this Section must meet the requirements set out in Section 11-6-6(B) of this ordinance.
- e. Signature and Report Certification. All baseline monitoring reports must be certified in accordance with Section 11-6-6(N)(1) of this ordinance and signed by an Authorized Representative as defined in Section 11-6-1(D)(3) of this ordinance.

B. Compliance Schedule Progress Reports

1. The following conditions shall apply to the compliance schedule required by Section 11-6-6(A)(d) of this ordinance:
2. The schedule shall contain progress increments in the form of dates for the commencement and completion of major events leading to the construction and operation of additional pretreatment required for the User to meet the applicable Pretreatment Standards (such events include, but are not limited to, hiring an engineer, completing preliminary and final plans, executing contracts for major components, commencing and completing construction, and beginning and conducting routine operation);
3. No increment referred to above shall exceed nine (9) months;
4. The User shall submit a progress report to the Director no later than fourteen (14) days following each date in the schedule and the final date of compliance including, as a minimum, whether or not it complied with the increment of progress, the reason for any delay, and, if appropriate, the steps being taken by the User to return to the established schedule; and
5. In no event shall more than nine (9) months elapse between such progress reports to the Director.

C. Reports on Compliance with Categorical Pretreatment Standard Deadline

1. Within ninety (90) days following the date for final compliance with applicable categorical Pretreatment Standards, or in the case of a New Source following commencement of the introduction of wastewater into the POTW, any User subject to such Pretreatment Standards and Requirements shall submit to the Director a report containing the information described in Section 11-6-4(E(1))(f) and (g) and 11-6-6(A)(b) of this ordinance. For Users subject to categorical

Pretreatment Standards expressed in terms of allowable pollutant discharge per unit of production (or other measure of operation), this report shall include the User's actual production during the appropriate sampling period. All compliance reports must be signed and certified in accordance with Section 11-6-6(N)(1) of this ordinance. All sampling will be done in conformance with Section 11-6-6(K) of this ordinance.

D. Periodic Compliance Reports

1. All permitted Significant Industrial Users must, at a frequency determined by the Director submit no less than twice per year (June and December or on dates specified) reports indicating the nature, concentration of pollutants in the discharge which are limited by Pretreatment Standards and the measured or estimated average and maximum daily flows for the reporting period. In cases where the Pretreatment Standard requires compliance with a Best Management Practice (BMP) or pollution prevention alternative, the User must submit documentation required by the Director or the Pretreatment Standard necessary to determine the compliance status of the User.
2. All periodic compliance reports must be signed and certified in accordance with Section 11-6-6(N)(1) of this ordinance.
3. All wastewater samples must be representative of the User's discharge. Wastewater monitoring and flow measurement facilities shall be properly operated, kept clean, and maintained in good working order at all times. The failure of a User to keep its monitoring facility in good working order shall not be grounds for the User to claim that sample results are unrepresentative of its discharge.
4. If a User subject to the reporting requirement in this Section monitors any regulated pollutant at the appropriate sampling location more frequently than required by the Director, using the procedures prescribed in Section 11-6-6(K) of this ordinance, the results of this monitoring shall be included in the report.

E. Reports of Changed Conditions

1. Each User must notify the Director of any significant changes to the User's operations or system which might alter the nature, quality, or volume of its wastewater at least thirty (30) days before the change, including changes that may affect the potential for slug discharges or slug discharges to the POTW.
 - a. The Director may require the User to submit such information as may be deemed necessary to evaluate the changed condition, including the submission of a wastewater discharge permit application under Section 11-6-4(B) of this ordinance.
 - b. The Director may reissue an individual wastewater discharge permit under Section 11-6-5(F) of this ordinance or modify an existing wastewater discharge permit under Section 11-6-5(C) of this ordinance in response to changed conditions or anticipated changed conditions.
2. Director may approve, deny or conditionally approve the change based on the effects the change may have on the POTW and/or the Pretreatment Program.

F. Reports of Potential Problems

1. In the case of any discharge, including, but not limited to, accidental discharges, discharges of a non-routine, episodic nature, a non-customary batch discharge, a Slug Discharge or Slug Load, that might cause potential problems for the POTW, the User shall immediately telephone and notify the POTW of the incident. This notification shall include the location of the discharge, type of waste, concentration and volume, if known, and corrective actions taken by the User.
2. Within five (5) days following such discharge, the User shall submit a detailed written report describing the cause(s) of the discharge and the measures to be taken by the User to prevent similar future occurrences. Such notification shall not relieve the User of any expense, loss, damage, or other liability which might be incurred as a result of damage to the POTW, natural resources, or any other damage to person or property; nor shall such notification relieve the User of any fines, penalties, or other liability which may be imposed pursuant to this ordinance.
3. A notice shall be permanently posted on the User's bulletin board or other prominent place advising employees who to call in the event of a discharge described in paragraph (1), above. Employers shall ensure that all employees, who could cause such a discharge to occur, are advised of the emergency notification procedure.
4. Significant Industrial Users are required to notify the Director immediately of any changes at its facility affecting the potential for a Slug Discharge.

G. Reports from Unpermitted Users

1. All Users not required to obtain an individual wastewater discharge permit shall provide appropriate reports to the Director as the Director may require.

H. Notice of Violation/Repeat Sampling and Reporting

1. If sampling performed by a User indicates a violation, the User must notify the Director within twenty-four (24) hours of becoming aware of the violation. The User shall also repeat the sampling and analysis and submit the results of the repeat analysis to the Director within thirty (30) days after becoming aware of the violation. Resampling by the Industrial User is not required if the City performs sampling at the User's facility at least once a month, or if the City performs sampling at the User between the time when the initial sampling was conducted and the time when the User or the City receives the results of this sampling, or if the City has performed the sampling and analysis in lieu of the Industrial User. If the City performs the sampling and analysis and a violation occurs, in lieu of the User performing the sampling and analysis, then the City will perform the repeat sampling and analysis unless it notifies the User of the violation and requires the User to perform the repeat sampling and analysis.

I. Notification of the Discharge of Hazardous Waste

1. Any User who commences the discharge of hazardous waste shall notify the POTW, the EPA Regional Waste Management Division Director, and State hazardous waste authorities, in writing, of any discharge into the POTW of a substance which, if otherwise disposed of, would be a hazardous waste under 40 CFR Part 261. Such notification must include the name of the hazardous waste as set forth in 40 CFR Part 261, the EPA hazardous waste number, and the type of discharge (continuous, batch, or other). If the User discharges more than one hundred (100) kilograms of

such waste per calendar month to the POTW, the notification also shall contain the following information to the extent such information is known and readily available to the User:

- a. An identification of the hazardous constituents contained in the wastes,
 - b. An estimation of the mass and concentration of such constituents in the waste stream discharged during that calendar month, and
 - c. An estimation of the mass of constituents in the waste stream expected to be discharged during the following twelve (12) months.
2. All notifications must take place no later than one hundred and eighty (180) days after the discharge commences. Any notification under this paragraph needs to be submitted only once for each hazardous waste discharged. However, notifications of changed conditions must be submitted under Section 11-6-6(E) of this ordinance. The notification requirement in this Section does not apply to pollutants already reported by Users subject to categorical Pretreatment Standards under the self-monitoring requirements of Sections 11-6-6(A), 11-6-6(C), and 11-6-6(D) of this ordinance.
3. Dischargers are exempt from the requirements of paragraph (1), above, during a calendar month in which they discharge no more than fifteen (15) kilograms of hazardous wastes, unless the wastes are acute hazardous wastes as specified in 40 CFR 261.30(d) and 261.33(e). Discharge of more than fifteen (15) kilograms of non acute hazardous wastes in a calendar month, or of any quantity of acute hazardous wastes as specified in 40 CFR 261.30(d) and 261.33(e), requires a one time notification. Subsequent months during which the User discharges more than such quantities of any hazardous waste do not require additional notification.
4. In the case of any new regulations under Section 3001 of RCRA identifying additional characteristics of hazardous waste or listing any additional substance as a hazardous waste, the User must notify Director, the EPA Regional Waste Management Waste Division Director, and State hazardous waste authorities of the discharge of such substance within ninety (90) days of the effective date of such regulations.
5. In the case of any notification made under this Section, the User shall certify that it has a program in place to reduce the volume and toxicity of hazardous wastes generated to the degree it has determined to be economically practical.
6. This provision does not create a right to discharge any substance not otherwise permitted to be discharged by this ordinance, a permit issued thereunder, or any applicable Federal or State law.

J. Analytical Requirements

1. All pollutant analyses, including sampling techniques, to be submitted as part of a wastewater discharge permit application or report shall be performed in accordance with the techniques prescribed in 40 CFR Part 136 and amendments thereto, unless otherwise specified in an applicable categorical Pretreatment Standard. If 40 CFR Part 136 does not contain sampling or analytical techniques for the pollutant in question, or where the EPA determines that the Part 136 sampling and analytical techniques are inappropriate for the pollutant in question, sampling and analyses shall be performed by using validated analytical methods or any other applicable sampling

and analytical procedures, including procedures suggested by the Director or other parties approved by EPA.

2. All laboratory samples collected for this ordinance shall be analyzed by a laboratory that is either certified by the Utah Bureau of Laboratory Improvements and/or National Environmental Laboratory Accreditation Program (NELAP), unless the analysis is completed by the permittee and meets the requirements in 40 CFR 136

K. Sample Collection

1. Samples collected to satisfy reporting requirements must be based on data obtained through appropriate sampling and analysis performed during the period covered by the report, based on data that is representative of conditions occurring during the reporting period

a. Except as indicated in Section 11-6-6(K)(1)(b) and (c) of this ordinance, the User must collect wastewater samples using 24-hour flow-proportional composite sampling techniques, unless time-proportional composite sampling or grab sampling is authorized by the Director. Where time-proportional composite sampling or grab sampling is authorized by the Director, the samples must be representative of the discharge. Using protocols (including appropriate preservation) specified in 40 CFR Part 136 and appropriate EPA guidance, multiple grab samples collected during a 24-hour period may be composited prior to the analysis as follows: for cyanide, total phenols, and sulfides the samples may be composited in the laboratory or in the field; for volatile organics and oil and grease, the samples may be composited in the laboratory. Composite samples for other parameters unaffected by the compositing procedures as documented in approved EPA methodologies may be authorized by the Director, as appropriate. In addition, grab samples may be required to show compliance with Instantaneous Limits.

b. Samples for oil and grease, temperature, pH, cyanide, total phenols, sulfides, and volatile organic compounds must be obtained using grab collection techniques.

c. For sampling required in support of baseline monitoring and 90-day compliance reports required in Section 11-6-6(A) and 11-6-6(C) of this ordinance, a minimum of four (4) grab samples must be used for pH, cyanide, total phenols, oil and grease, sulfide and volatile organic compounds for facilities for which historical sampling data do not exist; for facilities for which historical sampling data are available, the Director may authorize a lower minimum. For the reports required by paragraphs Section 11-6-6(D) of this ordinance, the Industrial User is required to collect the number of grab samples necessary to assess and assure compliance with applicable Pretreatment Standards and Requirements.

L. Date of Receipt of Reports

1. Written reports will be deemed to have been submitted on the date postmarked. For reports, which are not mailed, postage prepaid, into a mail facility serviced by the United States Postal Service, the date of receipt of the report shall govern.

M. Recordkeeping

1. Users subject to the reporting requirements of this ordinance shall retain, and make available for inspection and copying;

- a. All records of information obtained pursuant to any monitoring activities required by this ordinance,
 - b. Any additional records of information obtained pursuant to monitoring activities undertaken by the User independent of such requirements, and
 - c. Documentation associated with Best Management Practices established as Pretreatment Standards.
2. Records shall include the date, exact place, method, and time of sampling, and the name of the person(s) taking the samples; the dates analyses were performed; who performed the analyses; the analytical techniques or methods used; and the results of such analyses.
3. These records shall remain available for a period of at least three (3) years. This period shall be automatically extended for the duration of any litigation concerning the User or the City, or where the User has been specifically notified of a longer retention period by the Director.

N. Certification Statements

1. Certification of Permit Applications and User Reports – The following certification statement is required to be signed and submitted by Users submitting permit applications in accordance with Section 11-6-4 (F) of this ordinance; Users submitting baseline monitoring reports under Section 11-6-6(A)(2)(e) of this ordinance; and Users submitting reports on compliance with the categorical Pretreatment Standard deadlines under Section 11-6-6(C) of this ordinance. Users submitting periodic compliance reports required by Section 11-6-6(D)(1) through (4). The following certification statement must be signed by an Authorized Representative as defined in Section 11-6-1(D)(3) of this ordinance:

I certify under penalty of law that this document and all attachments were prepared under my direction or supervision in accordance with a system designed to assure that qualified personnel properly gather and evaluate the information submitted. Based on my inquiry of the person or persons who manage the system, or those persons directly responsible for gathering the information, the information submitted is, to the best of my knowledge and belief, true, accurate, and complete. I am aware that there are significant penalties for submitting false information, including the possibility of fine and imprisonment for knowing violations.

11-6-7. COMPLIANCE MONITORING

A. Right of Entry: Inspection and Sampling

1. The Director shall have the right to enter the premises of any User to determine whether the User is complying with all requirements of this ordinance and any individual wastewater discharge permit or an order issued hereunder. Users shall allow the Director ready access to all parts of the premises for the purposes of inspection, sampling, records examination and copying, and/or the performance of any additional duties. Monitoring and inspections shall be conducted at a frequency as determined by the City and may be announced or unannounced.

a. Where a User has security measures in force which require proper identification and clearance before entry into its premises, the User shall make necessary arrangements with its security guards so that, upon presentation of suitable identification, the Director shall be permitted to enter without delay for the purposes of performing specific responsibilities.

b. The Director shall have the right to set up on the User's property, or require installation of, such devices as are necessary to conduct sampling and/or metering of the User's operations.

c. The Director may require the User to install monitoring equipment as necessary. The facility's sampling and monitoring equipment shall be maintained at all times in a safe and proper operating condition by the User at its own expense. All devices used to measure wastewater flow and quality shall be calibrated according to manufacturer's specifications but no longer than annually.

d. Any temporary or permanent obstruction to safe and easy access to the facility to be inspected and/or sampled shall be promptly removed by the User at the written or verbal request of the Director and shall not be replaced. The costs of clearing such access shall be borne by the User.

e. Unreasonable delays in allowing the Director access to the User's premises shall be a violation of this ordinance.

f. The City may use a camera to photograph areas of the facility as necessary for carrying out the duties of the Industrial Pretreatment Program including, but not limited to, documentation of the User's compliance status and for reinforcement of written reports. The User shall be allowed to review copies of the photographs for confidentiality claims.

B. Search Warrants

1. If the Director has been refused access to a building, structure, or property, or any part thereof, and is able to demonstrate probable cause to believe that there may be a violation of this ordinance, or that there is a need to inspect and/or sample as part of a routine inspection and sampling program of this Ordinance designed to verify compliance with this ordinance or any permit or an order issued hereunder, or to protect the overall public health, safety and welfare of the community, the Director may seek issuance of a search warrant from the Fourth District Court of the State of Utah, or other Court with appropriate jurisdiction.

11-6-8. CONFIDENTIAL INFORMATION

Information and data on a User obtained from reports, surveys, wastewater discharge permit applications, individual wastewater discharge permits, and monitoring programs, and from the Director's inspection and sampling activities, shall be available to the public without restriction, unless the User specifically requests, and is able to demonstrate to the satisfaction of the Director, that the release of such information would divulge information, processes, or methods of production entitled to protection as trade secrets under applicable State law. Any such request must be asserted at the time of submission of the information or data. When requested and demonstrated by the User furnishing a report that such information should be held confidential, the portions of a report which might disclose trade secrets or secret processes shall not be made available for inspection by the public, but shall be made available immediately upon request to governmental agencies for uses related to the UPDES program or pretreatment program, and in enforcement proceedings involving the person furnishing the report. Wastewater constituents and characteristics and other effluent data, as defined at 40 CFR 2.302 shall not be recognized as confidential information and shall be available to the public without restriction. Notwithstanding anything herein to the contrary, all records will be subject to the requirements of Utah's Government Records Access and Management Act (GRAMA).

11-6-9. PUBLICATION OF USERS IN SIGNIFICANT NONCOMPLIANCE

1. The Director shall publish annually, in a newspaper of general circulation that provides meaningful public notice within the jurisdictions served by the POTW, a list of the Users which, at any time during the previous twelve (12) months, were in Significant Noncompliance with applicable Pretreatment Standards and Requirements. The term Significant Noncompliance shall be applicable to all Significant Industrial Users (or any other Industrial User that violates Section 11-6-9(1)(c), (d) or (h) of this ordinance) and shall mean:
 - a. Chronic violations of wastewater discharge limits, defined here as those in which sixty-six percent (66%) or more of all the measurements taken for the same pollutant parameter taken during a six (6) month period exceed (by any magnitude) a numeric Pretreatment Standard or Requirement, including Instantaneous Limits, as defined in Section 11-6-2 of this ordinance;
 - b. Technical Review Criteria (TRC) violations, defined here as those in which thirty-three percent (33%) or more of wastewater measurements taken for the same pollutant parameter during a six- (6) month period equals or exceeds the product of the numeric Pretreatment Standard or Requirement, including Instantaneous Limits, as defined by Section 11-6-2 of this ordinance multiplied by the applicable TRC criteria (TRC=1.4 for BOD, TSS, fats, oils and grease, and TRC=1.2 for all other pollutants except pH);
 - c. Any other violation of a Pretreatment Standard or Requirement as defined by Section 11-6-2 of this ordinance (Daily Maximum, long-term average, Instantaneous Limit, or narrative standard) that the Director determines has caused, alone or in combination with other discharges, Interference or Pass Through, including endangering the health of POTW personnel or the general public;
 - d. Any discharge of a pollutant that has caused imminent endangerment to the public or to the environment, or has resulted in the Director's exercise of its emergency authority to halt or prevent such a discharge;
 - e. Failure to meet, within ninety (90) days of the scheduled date, a compliance schedule milestone contained in an individual wastewater discharge permit or enforcement order for starting construction, completing construction, or attaining final compliance;
 - f. Failure to provide within forty-five (45) days after the due date, any required reports, including baseline monitoring reports, reports on compliance with categorical Pretreatment Standard deadlines, periodic self-monitoring reports, and reports on compliance with compliance schedules;
 - g. Failure to accurately report noncompliance; or
 - h. Any other violation(s), which may include a violation of Best Management Practices, which the Director determines will adversely affect the operation or implementation of the local pretreatment program.

11-6-10. ADMINISTRATIVE ENFORCEMENT REMEDIES

A. Notification of Violation

1. When the Director finds that a User has violated, or continues to violate, any provision of this ordinance, an individual wastewater discharge permit, or an order issued hereunder, or any other Pretreatment Standard or Requirement, the Director may serve upon that User a written Notice of Violation. Within thirty (30) days of the receipt of such notice, an explanation of the violation and a plan for the satisfactory correction and prevention thereof, to include specific required actions, shall be submitted by the User to the Director. Submission of such a plan in no way relieves the User of liability for any violations occurring before or after receipt of the Notice of Violation. Nothing in this Section shall limit the authority of the Director to take any action, including emergency actions or any other enforcement action, without first issuing a Notice of Violation.

B. Consent Orders

1. The Director may enter into Consent Orders, assurances of compliance, or other similar documents establishing an agreement with any User responsible for noncompliance. Such documents shall include specific action to be taken by the User to correct the noncompliance within a time period specified by the document. Such documents shall have the same force and effect as the administrative orders issued pursuant to Sections 11-6-10(D) and 11-6-10(E) of this ordinance and shall be judicially enforceable.

C. Show Cause Hearing

1. The Director may order a User which has violated, or continues to violate, any provision of this ordinance, an individual wastewater discharge permit, or an order issued hereunder, or any other Pretreatment Standard or Requirement, to appear before the Director and show cause why the proposed enforcement action should not be taken. Notice shall be served on the User specifying the time and place for the meeting, the proposed enforcement action, the reasons for such action, and a request that the User show cause why the proposed enforcement action should not be taken. The notice of the meeting shall be served personally or by registered or certified mail (return receipt requested) at least thirty (30) days prior to the hearing. Such notice may be served on any Authorized Representative of the User as defined in Section 11-6-1(D)(3) of this ordinance and required by Section 11-6-4(F)(1) of this ordinance. A show cause hearing shall not be a bar against, or prerequisite for, taking any other action against the User.

D. Compliance Orders

1. When the Director finds that a User has violated, or continues to violate, any provision of this ordinance, an individual wastewater discharge permit, or an order issued hereunder, or any other Pretreatment Standard or Requirement, the Director may issue an order to the User responsible for the discharge directing that the User come into compliance within a specified time. If the User does not come into compliance within the time provided, sewer service may be discontinued unless adequate treatment facilities, devices, or other related appurtenances are installed and properly operated. Compliance orders also may contain other requirements to address the noncompliance, including additional self-monitoring and management practices designed to minimize the amount of pollutants discharged to the sewer. A compliance order may

not extend the deadline for compliance established for a Pretreatment Standard or Requirement, nor does a compliance order relieve the User of liability for any violation, including any continuing violation. Issuance of a compliance order shall not be a bar against, or a prerequisite for, taking any other action against the User.

E. Cease and Desist Orders

1. When the Director finds that a User has violated, or continues to violate, any provision of this ordinance, an individual wastewater discharge permit, or an order issued hereunder, or any other Pretreatment Standard or Requirement, or that the User's past violations are likely to recur, the Director may issue an order to the User directing it to cease and desist all such violations and directing the User to:

- a. Immediately comply with all requirements; and
- b. Take such appropriate remedial or preventive action as may be needed to properly address a continuing or threatened violation, including halting operations and/or terminating the discharge.

2. Issuance of a cease and desist order shall not be a bar against, or a prerequisite for, taking any other action against the User.

F. Administrative Fines

1. When the Director finds that a User has violated, or continues to violate, any provision of this ordinance, an individual wastewater discharge permit, or an order issued hereunder, or any other Pretreatment Standard or Requirement, the Director may fine such User in an amount not to exceed \$10,000. Such fines shall be assessed on a per-violation, per-day basis. In the case of monthly or other long-term average discharge limits, fines shall be assessed for each day during the period of violation.

2. Unpaid charges, fines, and penalties shall, after sixty (60) calendar days, be assessed an additional penalty of one point eight percent (1.8%) of the unpaid balance, and interest shall accrue thereafter at a rate of one point eight percent (1.8%) per month. A lien against the User's property may be sought for unpaid charges, fines, and penalties.

3. Users desiring to dispute such fines must file a written request for the Director to reconsider the fine along with full payment of the fine amount within thirty (30) days of being notified of the fine. Where a request has merit, the Director may convene a hearing on the matter. In the event the User's appeal is successful, the payment, together with any interest accruing thereto, shall be returned to the User. The Director may add the costs of preparing administrative enforcement actions, such as notices and orders, to the fine.

4. Issuance of an administrative fine shall not be a bar against, or a prerequisite for, taking any other action against the User.

G. Emergency Suspensions

1. The Director may immediately suspend a User's discharge, after informal notice to the User, whenever such suspension is necessary to stop an actual or threatened discharge, which

reasonably appears to present, or cause an imminent or substantial endangerment to the health or welfare of persons. The Director may also immediately suspend a User's discharge, after notice and opportunity to respond, that threatens to interfere with the operation of the POTW, or which presents, or may present, an endangerment to the environment.

a. Any User notified of a suspension of its discharge shall immediately stop or eliminate its contribution. In the event of a User's failure to immediately comply voluntarily with the suspension order, the Director may take such steps as deemed necessary, including immediate severance of the sewer connection, to prevent or minimize damage to the POTW, its receiving stream, or endangerment to any individuals. The Director may allow the User to recommence its discharge when the User has demonstrated to the satisfaction of the Director that the period of endangerment has passed, unless the termination proceedings in Section 11-6-10(H) of this ordinance are initiated against the User.

b. A User that is responsible, in whole or in part, for any discharge presenting imminent endangerment shall submit a detailed written statement, describing the causes of the harmful contribution and the measures taken to prevent any future occurrence, to the Director prior to the date of any show cause or termination hearing under Sections 11-6-10(C) or 11-6-10(H) of this ordinance.

2. Nothing in this Section shall be interpreted as requiring a hearing prior to any Emergency Suspension under this Section.

H. Termination of Discharge

1. In addition to the provisions in Section 11-6-5(E) of this ordinance, any User who violates the following conditions is subject to discharge termination:

a. Violation of individual wastewater discharge permit conditions;

b. Failure to accurately report the wastewater constituents and characteristics of its discharge;

c. Failure to report significant changes in operations or wastewater volume, constituents, and characteristics prior to discharge;

d. Refusal of access to the User's premises for the purpose of inspection, monitoring, or sampling; or

e. Significant violation of the Pretreatment Standards in Section 11-6-2 of this Ordinance.

2. Such User will be notified of the proposed termination of its discharge and be offered an opportunity to show cause under Section 11-6-10(C) of this ordinance why the proposed action should not be taken. Exercise of this option by the Director shall not be a bar to, or a prerequisite for, taking any other action against the User.

I. Appeals

1. Any User may appeal an administrative enforcement penalty if it files a written notice of appeal within fourteen (14) days of the User's receipt of notice of the enforcement penalty. The notice of appeal shall be delivered to the Director. Upon receipt of the notice of appeal, the Director shall provide the User notice of a hearing and then hold a hearing that provides the User with an opportunity to be heard regarding the proposed administrative enforcement penalty. The hearing may be held informally, without following technical or procedural rules regarding the presentation of evidence or witnesses. After the hearing, the Director shall issue findings of fact and conclusions regarding the proposed enforcement penalty. Either the User or the City may appeal the Director's decision to the Fourth District Court, which shall uphold the Director's decision unless it finds the decision was arbitrary and capricious or otherwise illegal.

11-6-11. JUDICIAL ENFORCEMENT REMEDIES

A. Injunctive Relief

1. When the Director finds that a User has violated, or continues to violate, any provision of this ordinance, an individual wastewater discharge permit, or an order issued hereunder, or any other Pretreatment Standard or Requirement, the Director may petition the Fourth District Court or other court of competent jurisdiction through the City's Attorney for the issuance of a temporary or permanent injunction, as appropriate, which restrains or compels the specific performance of the individual wastewater discharge permit, order, or other requirement imposed by this ordinance on activities of the User. The Director may also seek such other action as is appropriate for legal and/or equitable relief, including a requirement for the User to conduct environmental remediation. A petition for injunctive relief shall not be a bar against, or a prerequisite for, taking any other action against a User.

B. Civil Penalties

1. A User who has violated, or continues to violate, any provision of this ordinance, an individual wastewater discharge permit, or an order issued hereunder, or any other Pretreatment Standard or Requirement shall be liable to the City for a maximum civil penalty of \$10,000 per violation, per day. In the case of a monthly or other long-term average discharge limit, penalties shall accrue for each day during the period of the violation.

2. The Director may recover reasonable attorneys' fees, court costs, and other expenses associated with enforcement activities, including sampling and monitoring expenses, and the cost of any actual damages incurred by the City.

3. In determining the amount of civil liability, the Court shall take into account all relevant circumstances, including, but not limited to, the extent of harm caused by the violation, the magnitude and duration of the violation, any economic benefit gained through the User's violation, corrective actions by the User, the compliance history of the User, and any other factor as justice requires.

4. Filing a suit for civil penalties shall not be a bar against, or a prerequisite for, taking any other action against a User.

C. Criminal Prosecution

1. A User who willfully or negligently violates any provision of this ordinance, an individual wastewater discharge permit, or an order issued hereunder, or any other Pretreatment Standard or Requirement shall, upon conviction, be guilty of a Class B misdemeanor, punishable by a fine of not more than \$1,000 per violation, per day, or imprisonment for not more than six (6) months, or both fine and imprisonment.

2. A User who willfully or negligently introduces any substance into the POTW which causes personal injury or property damage shall, upon conviction, be guilty of a Class B misdemeanor. This penalty shall be in addition to any other cause of action for personal injury or property damage available under State law.

3. A User who knowingly makes any false statements, representations, or certifications in any application, record, report, plan, or other documentation filed, or required to be maintained, pursuant to this ordinance, individual wastewater discharge permit, or an order issued hereunder, or who falsifies, tampers with, or knowingly renders inaccurate any monitoring device or method required under this ordinance shall be guilty of a Class B misdemeanor

4. In the event of a second conviction, a User shall be punished by a fine of not more than \$50,000 per violation, per day, and/or imprisonment for not more than five (5) years, or both.

D. Remedies Nonexclusive

1. The remedies provided for in this ordinance are not exclusive. The Director may take any, all, or any combination of these actions against a noncompliant User. Enforcement of pretreatment violations will generally be in accordance with the City's enforcement response plan. However, the Director may take other action against any User when the circumstances warrant. Further, the Director is empowered to take more than one enforcement action against any noncompliant User.

E. Referral

1. The City may refer any violation and/or criminal violation of any pretreatment standard, requirement or permit condition to the appropriate authorities and assist in the prosecution.

11-6-12. SUPPLEMENTAL ENFORCEMENT ACTION

A. Penalties for Late Reports

1. A penalty of \$50.00 shall be assessed to any User for each day that a report required by this ordinance, a permit or an order issued hereunder is late, beginning five days after the date the report is due. Actions taken by the Director to collect late reporting penalties shall not limit the Director's authority to initiate other enforcement actions that may include penalties for late reporting violations.

B. Performance Bonds

1. The Director may decline to issue or reissue an individual wastewater discharge permit to any User who has failed to comply with any provision of this ordinance, a previous individual wastewater discharge permit, or an order issued hereunder, or any other Pretreatment Standard or Requirement, unless such User first files a satisfactory bond, payable to the City, in a sum not to exceed a value determined by the Director to be necessary to achieve consistent compliance.

C. Payment of Outstanding Fees and Penalties

1. The Director may decline to issue or reissue an individual wastewater discharge permit to any User who has failed to pay any outstanding fees, fines or penalties incurred as a result of any provision of this ordinance, a previous individual wastewater discharge permit, or an order issued hereunder.

D. Water Supply Severance

1. Whenever a User has violated or continues to violate any provision of this ordinance, an individual wastewater discharge permit, or an order issued hereunder, or any other Pretreatment Standard or Requirement, water service to the User may be severed as provided in the City's water ordinance.

E. Public Nuisances

1. A violation of any provision of this ordinance, an individual wastewater discharge permit, or an order issued hereunder, or any other Pretreatment Standard or Requirement is hereby declared a public nuisance pursuant to Orem City Code Section 11-1-3(B)(26) and may be corrected or abated as provided in the Orem City's nuisance ordinance.

F. Appeals

1. Any User may appeal a supplemental enforcement action if it files a written notice of appeal within fourteen (14) days of the User's receipt of notice of the supplemental enforcement action. The notice of appeal shall be delivered to the Director. Upon receipt of the notice of appeal, the Director shall provide the User notice of a hearing and then hold a hearing that provides the User with an opportunity to be heard regarding the proposed supplemental enforcement action. The hearing may be held informally, without following technical or procedural rules regarding the presentation of evidence or witnesses. After the hearing, the Director shall issue findings of fact and conclusions regarding the proposed supplemental enforcement action. Either the User or the

City may appeal the Director's decision to the Fourth District Court, which shall uphold the Director's decision unless it finds the decision was arbitrary and capricious or otherwise illegal.

11-6-13. AFFIRMATIVE DEFENSES TO DISCHARGE VIOLATIONS

A. Upset

1. For the purposes of this Section, upset means an exceptional incident in which there is unintentional and temporary noncompliance with categorical Pretreatment Standards because of factors beyond the reasonable control of the User. An upset does not include noncompliance to the extent caused by operational error, improperly designed treatment facilities, inadequate treatment facilities, lack of preventive maintenance, or careless or improper operation.
2. An upset shall constitute an affirmative defense to an action brought for noncompliance with categorical Pretreatment Standards if the requirements of paragraph (3), below, are met.
3. A User who wishes to establish the affirmative defense of upset shall demonstrate, through properly signed, contemporaneous operating logs, or other relevant evidence that:
 - a. An upset occurred and the User can identify the cause(s) of the upset;
 - b. The facility was at the time being operated in a prudent and workman-like manner and in compliance with applicable operation and maintenance procedures; and
 - c. The User has submitted the following information to the Director within twenty-four (24) hours of becoming aware of the upset. A written submission shall also be provided within five (5) working days of the time the User becomes aware of the upset:
 - i. A description of the indirect discharge and cause of noncompliance;
 - ii. The period of noncompliance, including exact dates and times or, if not corrected, the anticipated time the noncompliance is expected to continue; and
 - iii. Steps being taken and/or planned to reduce, eliminate, and prevent recurrence of the noncompliance.
4. In any enforcement proceeding, the User seeking to establish the occurrence of an upset shall have the burden of proof.
5. Users shall have the opportunity for a judicial determination on any claim of upset only in an enforcement action brought for noncompliance with categorical Pretreatment Standards.
6. Users shall control production of all discharges to the extent necessary to maintain compliance with categorical Pretreatment Standards upon reduction, loss, or failure of its treatment facility until the facility is restored or an alternative method of treatment is provided. This requirement applies in the situation where, among other things, the primary source of power of the treatment facility is reduced, lost, or fails.

B. Prohibited Discharge Standards

1. A User shall have an affirmative defense to an enforcement action brought against it for noncompliance with the general prohibitions in Section 11-6-2(A)(1) of this ordinance or the specific prohibitions in Sections 11-6-2(A)(2) (c) through (g) and (j) through (p) of this ordinance if it

can prove that it did not know, or have reason to know, that its discharge, alone or in conjunction with discharges from other sources, would cause Pass Through or Interference and that either:

- a. A Local Limit exists for each pollutant discharged and the User was in compliance with each limit directly prior to, and during, the Pass Through or Interference; or
- b. No Local Limit exists, but the discharge did not change substantially in nature or constituents from the User's prior discharge when the City was regularly in compliance with its UPDES permit, and in the case of Interference, was in compliance with applicable sludge use or disposal requirements.

C. Bypass

1. For the purposes of this Section,
 - a. Bypass means the intentional diversion of waste streams from any portion of a User's treatment facility.
 - b. Severe property damage means substantial physical damage to property, damage to the treatment facilities which causes them to become inoperable, or substantial and permanent loss of natural resources which can reasonably be expected to occur in the absence of a bypass. Severe property damage does not mean economic loss caused by delays in production.
2. A User may allow any bypass to occur which does not cause Pretreatment Standards or Requirements to be violated, but only if it also is for essential maintenance to assure efficient operation. These bypasses are not subject to the provision of paragraphs (3) and (4) of this Section.
3. Bypass Notifications
 - a. If a User knows in advance of the need for a bypass, it shall submit prior notice to the Director, at least ten (10) days before the date of the bypass, if possible.
 - b. A User shall submit oral notice to the Director of an unanticipated bypass that exceeds applicable Pretreatment Standards within twenty-four (24) hours from the time it becomes aware of the bypass. A written submission shall also be provided within five (5) days of the time the User becomes aware of the bypass. The written submission shall contain a description of the bypass and its cause; the duration of the bypass, including exact dates and times, and, if the bypass has not been corrected, the anticipated time it is expected to continue; and steps taken or planned to reduce, eliminate, and prevent reoccurrence of the bypass.
4. Bypass
 - a. Bypass is prohibited, and the Director may take an enforcement action against a User for a bypass, unless
 - i. The bypass was unavoidable to prevent loss of life, personal injury, or severe property damage;

- ii. There were no feasible alternatives to the bypass, such as the use of auxiliary treatment facilities, retention of untreated wastes, or maintenance during normal periods of equipment downtime. This condition is not satisfied if adequate back-up equipment should have been installed in the exercise of reasonable engineering judgment to prevent a bypass which occurred during normal periods of equipment downtime or preventive maintenance; and
 - iii. The User submitted notices as required under paragraph (3) of this Section.
- b. The Director may approve an anticipated bypass, after considering its adverse effects, if the Director determines that it will meet the three conditions listed in paragraph (4)(a) of this Section.

11-6-14. MISCELLANEOUS PROVISIONS

A. Pretreatment Charges and Fees

1. The City may adopt reasonable fees for reimbursement of costs of setting up and operating the City's Pretreatment Program, which may include:
 - a. Fees for wastewater discharge permit applications including the cost of processing such applications;
 - b. Fees for monitoring, inspection, and surveillance procedures including the cost of collection and analyzing a User's discharge, and reviewing monitoring reports and certification statements submitted by Users;
 - c. Fees for reviewing and responding to accidental discharge procedures and construction;
 - d. Fees for filing appeals;
 - e. Fees to recover administrative and legal costs (not included in Section 11-6-14(1)(b) of this ordinance) associated with the enforcement activity taken by the Director to address IU noncompliance; and
 - f. Other fees as the City may deem necessary to carry out the requirements contained herein. These fees relate solely to the matters covered by this ordinance and are separate from all other fees, fines, and penalties chargeable by the City.

B. Severability

1. If any provision of this ordinance is invalidated by any court of competent jurisdiction, the remaining provisions shall not be affected and shall continue in full force and effect.

11-6-15. EFFECTIVE DATE

This ordinance shall be in full force and effect immediately following its passage, approval, and publication, as provided by law.

Exhibit C

Orem City WRF
Pretreatment Program
Local Limit
Development Document

Prepared by: AQUA Engineering

Date the Local Limits were prepared: January, 2022

The following information can be found in this section:

Introduction

Legal Authority

Development Background

Water Quality Standard

Sludge Disposal Criteria

UPDES Permit Limits

Treatment Plant Removal Efficiencies and Sampling Criteria

Sampling Plan

Removal Efficiency

Pollutants of Concern

Local Limits Determination

Metals

Non-Petroleum Oil and Grease Limitation

Conventional Pollutants

Local Limits

Local Limits – Effect on Industrial Users

Local Limits – Effect on City

Information Regarding Public Noticing of Local Limits

Attachments

Appendix A - Local Limit Calculations

Appendix B – Organization Chart

Appendix C – Summary of Sampling Data

Appendix D – Maps of Sampling Locations

Appendix E – Waste Load Analysis

Appendix F – Pollutant of Concern Sampling

INTRODUCTION

The Orem City WRF UPDES permit requires local limits to be evaluated. The primary pollutant data used for this evaluation was gathered between April of 2012 and July of 2013. The data for conventional pollutants were based on data gathered between February and July of 2012. The WRF currently treats average flow of 8 Million Gallons per Day (MGD), of which approximately 500,000 gallons a day, 0.5 MGD, is combined flow of Significant Industrial Users (SIU) and Industrial Users (IU). The concentration based Local Limit developed in this report will be calculated for 600,000 gallons per day, which includes additional 100,000 gallons for the future growth of the industry to the existing 500,000 gallons per day. The design capacity of the Orem City WRF is 13.5 MGD for average daily flow with peak hour flow of 21.6 MGD. The City is required to maintain a pretreatment program because of 40 CFR 403.8. The regulation requires all WRF with a design flow above 5 MGD to implement a pretreatment program. This document establishes the local limits that can be allocated by the WRF for the future industrial users.

LEGAL AUTHORITY

United States Code of Federal Regulations 40 CFR 403.5.
City of Orem chapter 20 Ordinance No. O-06-0009.
City of Orem UPDES UT0020915, UTL020915

OREM CITY WRF ORGANIZATION

The Orem Water Reclamation Facility, originally constructed in 1958, was last upgraded in 2014. The facility serves the City of Orem, the city of Lindon, and a portion of the Town of Vineyard. The facility is permitted to discharge average daily flow of 13.5 MGD, with a design population equivalent of 135,000. The facility consists of three mechanical bar screens and two aerated grit chambers, followed by a division between the four primary clarifiers. The overflow from all four primary clarifiers goes to a system of biological nutrient removal basins. After treatment in these basins the overflow goes to final clarifiers for separation of return activated sludge or waste activated sludge or cleaned water for final disinfection at an ultraviolet disinfection system with effluent discharged to Powell Slough prior to receiving water being Utah Lake. The solids are sent to three anaerobic digesters. The three digesters include one thermophilic digester and two mesophilic digesters. The mesophilic digesters consist of one fixed lid primary and one floating lid secondary. All of the waste activated sludge is sent to the anaerobic digester system for final treatment and consistently produces class B biosolids. All biosolids are tested and land applied to farmland in south Utah County. The facility is located at 1797 West 1000 South in Orem City, Utah County, UT, with Latitude 40°16'39" and longitude 111°44'19" with STORET Number 499525.

ACRONYMs and DEFINITIONS

CFR: Code of Federal Regulation
DEQ: Department of Environmental Quality
DWQ: Department of Water Quality
EPA: Environmental Protection Agency
IU: Industrial Users
MAHL: Maximum Allowable Headworks Load
MGD: Million Gallons per Day
MH: Manhole
MRE: Maximum Removable Efficiency
PPM: Parts per Million
SIU: Significant Industrial Users
UPDES: Utah Pollutant Discharge Elimination System
WRF: Water Reclamation Facility

DRAFT

DEVELOPMENT BACKGROUND

Water Quality Standard

Table 1 below summarizes the Orem City's current Waste Load Analysis (UPDES UT00290915). Full document can be found in Appendix E. The permit is issued for the flow of 13.5 MGD. These values refer to the most stringent value of the acute and chronic limitations to be conservative with the local limit development.

	Statement of Basis End of Pipe Standard (mg/L) (Waste-Load Analysis)
ALUMINUM	0.8556
ARSENIC	0.1717
CADMIUM	0.00059
CHROMIUM (VI)	0.0115
CHROMIUM (III)	0.2048
COPPER	0.0222
LEAD	0.011
MERCURY	0.000013
MOLYBDENUM	N/A
NICKEL	0.1267
SELENIUM	0.0052
SILVER	0.0200
ZINC	0.2852
CYANIDE	0.0054
PHENOLS	0.01

Table 1 WLA – Effluent Standard

Sludge Disposal Criteria

The Orem City WRF produces 19,300 lbs/day biosolids on average at a solids concentration of 17.4 % (Personal Communication, April, 2014). The bio-solid from the Orem City WRF is classified as Class B and currently land applied. The pollutant concentration requirement for both Class A and B are the same and can be found in Table 2.

	Sludge Pollutant Concentration (ppm, mg/kg) (40 CFR 503.13, Table 3)
ALUMINUM	N/A
ARSENIC	41
CADMIUM	39
CHROMIUM	N/A
COPPER	1500
LEAD	300
MERCURY	17
MOLYBDENUM	75 (Table 1 - 40 CFR 503.13)
NICKEL	420
SELENIUM	100
SILVER	N/A
ZINC	2800
CYANIDE	N/A
PHENOLS	N/A

Table 2 Sludge Pollutant Concentration

Treatment Plant Removal Efficiencies and Sampling Criteria

The samples of influent, effluent, and biosolids were collected from April of 2012 and July of 2013 and used to develop the local limit. The spreadsheet developed by Utah DEQ was used for the analysis and is attached to this document. Several of the sample values for the POCs including Arsenic, Cadmium, Mercury, Cyanide and Phenols were below detection limit on influent and/or effluent samples which complicated the mass balance calculations used to determine removal efficiencies.

Sampling Plan

The samples that were taken at the treatment plant include influent, effluent and sludge. Influent samples were taken from headworks. The effluent samples were taken at outfall pipe located at Powell Slough, and the sludge samples were taken from belt press. The sample location within the plant is indicated on the general plan view of the facility attached to this document. Sampling schedule used in this facility is summarized in Table 3.

Samples	Sampling Location	Frequency
BOD, TSS	Influent/Effluent	3 times/week
Ammonia	Effluent	3 times/week
Total Phosphorus	Influent/Effluent	Monthly
Oil & Grease	Effluent	Monthly
Metals (Liquid)	Influent/Effluent	Quarterly
Metals (Sludge)	Belt Press	Bi-Monthly

Table 3 Sampling Schedule

The water samples from Industrial users were taken from individual sampling location designated for each IUs and SIUs. Discharging Significant Industrial Users are currently using the total volume of 213,783 gpd. The City also regulates several other IUs. It is determined that the total water discharge for the IUs is 269,611 gpd. It was determined that the local limit will be implemented for both SIUs and IUs. Currently the average combined flow from SIUs and IUs is 483,500 gallons a day but for the concentration based local limit calculation, 600,000 gallons a day of average flow was used to include the future growth for the industry. The quality of the wastewater from IUs and SIUs are tested at least once a year.

The domestic samples were taken from 5 manholes within the city (MH #30184, 220072, 320039, 350071, 30213) for this local limit evaluation. A map with the locations of those manholes is attached on the end of this document.

Removal Efficiencies

Removal efficiencies were calculated based on the sampling results collected between April 2012 and July 2013. Removal efficiency was not obtained from the sampling for Arsenic, Cadmium, Cyanide and Phenols due to sampling limitations on the minimum detection limit. Where removal efficiencies could not be calculated, literature values of removal efficiencies were used. The literature removal efficiencies can be found in “EPA Local Limits Development Guidance Appendices.” The removal efficiency on the metals is summarized as Table 4.

	Removal Efficiency %	Source Obtained from
ALUMINUM	87.3	Average MRE and ADRE
ARSENIC	33.9	Average MRE and ADRE
CADMIUM	50.0	Literature Value
CHROMIUM	50.4	Average MRE and ADRE
COPPER	63.0	Average MRE and ADRE
LEAD	48.9	Average MRE and ADRE
MERCURY	97.5	Average MRE and ADRE
MOLYBDENUM	45.9	Average MRE and ADRE
NICKEL	62.4	Average MRE and ADRE
SELENIUM	36.9	Average MRE and ADRE
SILVER	65.3	Average MRE and ADRE
ZINC	55.8	Average MRE and ADRE
CYANIDE	66.0	Literature Value
PHENOLS	8.0	Literature Value

Table 4 Removal Efficiencies

Flow

The flow of 13.5 MGD was used in the spreadsheet calculation to determine the maximum allocation headworks loading (MAHL) for the Orem City WRF as stated in wasteload analysis published by the State. The WRF is currently receiving total of 8 MGD, where approximately 0.48 MGD is industrial influent.

Analytical Methods

All wastewater samples were collected, preserved, and analyzed using methods approved by UPDES permit as well as under 40 CFR Part 136 and 40 CFR Part 403. Sludge sampling and analyses were performed in accordance with UPDES permit for the City, as per 40 CFR 503.8. List of the analytical method used for each pollutant can be found in Appendix C.

Sample Types

Orem City WRF influent and effluent, and biosolids samples were collected as required by the UPDES permit as well as 40 CFR 403 and 503.

POLLUTANTS OF CONCERN

The purpose of developing local limits is to prevent interference of WWTF treatment operations, protect worker health and safety, prevent pass-through of conventional and toxic pollutants, prevent adverse impacts a sludge quality, and maintain discharge permit and regulatory compliance. This is accomplished by identifying which pollutants of concern (POCs) need to be controlled to meet these goals and to meet Federal, State, and local requirements. The EPA has identified 15 pollutants that it considers potential POCs. In addition to the EPA's list of national pollutants, additional potential POCs were identified that may adversary impact compliance with effluent limitations, environmental standards and regulatory requirements, protections of WRF, collection system and workers. Additional POCs, Aluminum and Total Phosphorus, have been included due to the effluent limitations set forth in the Orem City WRF's permit which are based on water quality effects on the Powell Slough.

Aluminum	Mercury	5- Day BOD
Arsenic	Molybdenum	TSS
Cadmium	Nickel	Ammonia
Chromium	Selenium	pH
Copper	Silver	Lead
Cyanide	Zinc	Phosphorus

During this Local Limits evaluation, influent and effluent analytical data from April of 2012 and July of 2013, as well as biosolid data from February to July of 2013 were used to determine the local limits. The spreadsheet developed by Utah DWQ was utilized to determine the removal efficiency and the headwork loads allocation.

Several of the influent sample values were below detection limits which complicated the mass balance calculations used to determine removal efficiencies. Where removal efficiencies could not be calculated based on the detection limit of the influent and effluent literature values of removal efficiencies were used.

Values found in Table 5 are the pollutants and their maximum allowable headwork load (MAHL). MAHL for BOD, and TSS were calculated based on the design loading for the facility, 350 mg/L for both BOD and TSS as well as the design loading of Ammonia, 40 mg/L with the maximum plant capacity of 13.5 MGD. Phosphorus loading was calculated based on their current treatment capacity; the City currently receives total phosphorus up to 7 mg/L, and discharges 2.0 mg/L. The City will be installing a tertiary filtration system within next 420 days, and is expected to meet the new phosphorus limit without changing the capacity of the facility. All the metals were calculated based on the Waste Load Analysis and its permitted flow of 13.5 MGD. Detailed information on the development can be found in the supporting documents.

Pollutant of Concern	Governing MAHL	Source (Water Quality, Biosolids)
	lbs/day	
BOD ₅	39,407	Plant Capacity
TSS	39,407	Plant Capacity
Ammonia-N	4,504	Plant Capacity
Phosphorus	788	Plant Capacity
Aluminum	758.5	Water Quality
Arsenic	2.33	Biosolids
Cadmium	0.13	Water Quality
Total Chromium	49.3	Water Quality
Copper	6.76	Water Quality
Lead	2.49	Water Quality
Mercury	0.059	Water Quality
Molybdenum	3.15	Biosolids
Nickel	12.99	Biosolids
Selenium	0.93	Water Quality
Silver	6.49	Water Quality
Zinc	72.65	Water Quality
Cyanide	1.79	Water Quality
Phenol	489.5	Inhibition (Nitrification)

Table 5 MAHL Summary

The MAHLs above are to be protective of the WRF. The MAHL were derived using spreadsheets developed by Utah DWQ.

PRIORITY POLLUTANTS

City of Orem has reviewed additional 111 trace metals and organics that they submit to DWQ annually, but it was determined that none of those should be included in the local limit as they are mostly non-detect or very close to detection limits. Please note that phenol is included in the local limit due to its toxicity.

LOCAL LIMITS DETERMINATION

Metals

To determine the local limit, a safety 10% safety factor and 10% growth factor was utilized. The current flow rate of about 0.5 MGD is from the current SIU's and IU's. and additional 100,000 gallons was included in the local limits calculation for future connections.

For Chromium, none of the SIUs or IUs had issues with chromium limit, and thus, the City of Orem is going to keep the total chromium limit. Phenol is non-detect in the influent and effluent. And to protect the Orem City POTW, local limit has been developed using WLA and removal rate from literature value.

Where removal efficiencies could not be calculated based on the detection limit of the influent and effluent, including Arsenic, Cadmium, Mercury and Cyanide, literature values of removal efficiencies were used for the calculation.

Conventional Pollutants

To determine the local limit, safety factor of 10% and 10 % growth factor. The monthly average BOD₅, TSS, and Ammonia loads to the plant from February and July of 2012 were 14,165 lbs/day, 11,669 lbs/day, 2,179 lbs/day, respectively. Loading of total phosphorus between January of 2019 and November of 2021 was 390 lbs/day. However, the conventional pollutants will use the plant design concentrations for permitting purposes.

Non-Petroleum Oil and Grease Limitation

Petroleum based oil and grease are prohibited in accordance with 40 CFR 403.5(b)(6). The typical wastewater treatment plant treating most domestic wastewater, as Orem City WRF, will reliably remove at least 90 % of all oil and grease entering the system.

The UPDES permit for the City allows a maximum oil and grease discharge of 10 mg/L. The Orem City POTW has been treating FOG with average removal efficiency of 92%. As such, maximum concentration allowed at the Industrial User discharge point will be 100 mg/L.

pH

In accordance with 40 CFR 403.5, minimum pH is 5.0 to protect pipes from corrosive damage. Consequently, the pH range determined for the City of Orem is between 5.0 to 12.0 be protective.

LOCAL LIMITS

DETERMINATION OF LOCAL LIMITS

The general methodology used to calculate updated local limits is that described in the EPA Local Limits Development Guidance document, July 2004. Actual local limits calculations were made using an excel spread sheet, copies of which are presented in Appendix A. The approach includes two basic steps:

1. Determination of Allowable Headworks Load from all outside sources for each POC based on the process removal efficiencies for site specific process and applicable effluent quality, and sludge quality.
2. Allocation of the Allowable Headworks Load across all process influent load sources.

The specific local limits for POCs were calculated as below:

1. Maximum Allowable Headworks Loading is calculated based on Waste Load Analysis data for a constituent for both Acute and Chronic limit

2. Domestic Concentration data is subtracted from the MAHL to calculate Maximum Allowable Industrial Loading for both Acute and Chronic Condition
3. Biosolids Maximum Allowable Headworks Loading is calculated for both Table 1 (Ceiling Concentration) of Title 40 CFR 503.13 and Table 3 (Monthly Average Concentrations) of Title 40 CFR 503.13.
4. Domestic Concentration data is converted to loading by using the facility's design flow and subtracted from the Biosolid MAHL calculated in step 3.
5. Allocatable Industrial Load based on the water quality is then calculated using 10 % growth factor and 10 % safety factor for daily (acute) and monthly (chronic)
6. Allocatable Industrial Load based on the biosolids is calculated with 10 % growth factor and 10 % safety factor, daily (ceiling concentration) and monthly (monthly average concentration)
7. The lowest allowable loading among the four numbers calculated in the step 5 and 6; water quality based AIL Daily, water quality based AIL monthly, biosolid based AIL daily, biosolid based AIL monthly, is chosen for the constituents to be the local limit.

Local Limit for Phenol was determined using the calculation for inhibition. Inhibition for nitrification is 4 mg/L and inhibition for activated sludge is 50 mg/L per EPA's Local Limit Development Guidance. Removal rate of phenol is 8 % was used per EPA's Local Limit Development Guidance also. Nitrification Inhibition is more stringent than the activated sludge, and the Maximum allowable Headworks load was calculated as inhibition threshold multiplied by the flow in MGD, then 8.34 divided by 1-removal rate. Since residential concentration of the phenol was non-detect, it would then become Maximum Allowable Industrial Loading Limit.

LOCAL LIMITS – EFFECT ON INDUSTRY

This local limit is developed for the IUs and SIUs and will be implemented when the local limits are approved by the Director of Water Quality. The existing users will renew their local limit permit as will be discussed with DEQ and Orem City. This will also affect future IUs and SIUs.

LOCAL LIMITS – EFFECT ON CITY

There is no update requirement on permits for the Orem City WRF due to this local limit development.

INFORMATION REGARDING PUBLIC NOTICING OF LOCAL LIMITS

Refer to the City of Orem Pretreatment Ordinance, currently being updated, for the method of public noticing.

POLLUTANTS TO BE EVALUATED FURTHER

There are no pollutants that need to be evaluated further.

SUMMARY OF LOCAL LIMITS

Table 6 summarizes the weight based Allowable Industrial Load of each constituent for future users. The MAIL was calculated based on the plant design capacity of 13.5 MGD with 0.6 MGD usage for the industrial flow, and 10 % safety factor and 10 % growth factor. The values found in Table 6 is the most stringent of the daily and the monthly allocatable loadings in lbs/day to be the most conservative to protect the POTW. As long as the allocatable industrial loading stays within the most stringent limit, the MAIL will not violate the established standard for any constituent that is listed.

<i>Constituent</i>	<i>Allowable Industrial Load (lbs/day)</i>
Aluminum	548.73
Arsenic	1.74
Cadmium	0.09
Total Chromium	38.49
Copper	0.33
Lead	1.86
Mercury	0.040
Molybdenum	1.77
Nickel	10.09
Selenium	0.56
Silver	5.17
Zinc	44.82
Cyanide	1.22
Phenol	489 (Inhibition)
BOD	17,360
TSS	19,856
Ammonia-N	1,423
Phosphorus	390
Oil & Grease	6,755
pH	5.0 < pH < 12.0

Table 6 Allowable Industrial Load

Based on the allowable loading calculated on Table 6 above, the allowable industrial concentration values were calculated for future IUs and SIUs at a rate of 600,000 gallons per day in Table 7 below. As previously discussed, these values are based on the most stringent of the daily and the monthly allocatable loadings, therefore, when the industries stay within the concentration limit at any given day, it would protect the POTW.

<i>Constituent</i>	<i>Allowable Industrial Concentration (mg/L)</i>
Aluminum	109.7
Arsenic	0.35
Cadmium	0.018
Total Chromium	7.69
Copper	0.07
Lead	0.37
Mercury	0.008
Molybdenum	0.35
Nickel	2.02
Selenium	0.11
Silver	1.03
Zinc	8.96
Cyanide	0.24
Phenol	97.8

Table 7 Allowable Industrial Concentration

While metal concentration for the IUs and SIUs is limited as shown on Table 7, it is determined that the local limit for conventional pollutants such as BOD, TSS, Ammonia-N, Total Phosphorus, Oil and Grease, and pH, shall be limited as stringent as the limit for plant's design criteria. The Maximum allocatable industrial load for the conventional pollutants is listed as below.

<i>Constituent</i>	<i>Maximum Allocatable Concentration (mg/L)</i>
BOD	350
TSS	350
Ammonia-N	40
Total Phosphorus	7
Oil & Grease	100
pH	5.0 < pH < 12.0

Table 8 Conventional Pollutants MAIL

APPENDIX A
LOCAL LIMIT CALCULATIONS

Facility Name:	Orem	WQ MAHL Daily:	758.52	WQ Local Limits for Aluminum	
POTW WLA Flow in MGD:	13.5	WQ MAHL Monthly:	#VALUE!	AIL Daily, #/day:	548.73
Domestic Flow:	12.9	WQ MAIL Daily:	685.91	AIL Monthly, #/day:	NA
Domestic Max Concentration:	0.6749	WQ MAIL Monthly:	NA	AIL Daily, Concentration:	109.66
Domestic Ave Concentration:	0.6749	Biosolids MAHL Daily:	NA	AIL Monthly, Concentration:	NA
Industrial Flow:	0.6	Biosolids MAHL Monthly:	NA	Biosolids Local Limits for Aluminum	
Biosolids Flow in #/day:	19,300	Biosolids MAIL Daily:	NA	AIL Daily, #/day:	NA
Metal:	Aluminum	Biosolids MAIL Monthly:	NA	AIL Monthly, #/day:	NA
% removal in decimal:	0.873			AIL Daily, Concentration:	NA
Safety Factor:	0.1			AIL Monthly, Concentration:	NA
Growth Factor:	0.1			Local Limits for Aluminum	
WQ Acute Permit Limit, mg/L:	0.8556			AIL Daily, #/day:	548.73
WQ Chronic Permit Limit, mg/L:	NA			AIL Monthly, #/day:	NA
Boisolids Table 1:	NA			AIL Daily, Concentration:	109.66
Biosolids Table 3:	NA			AIL Monthly, Concentration:	NA

Facility Name:	Orem	WQ MAHL Daily:	66.31	WQ Local Limits for Arsenic	
POTW WLA Flow in MGD:	13.5	WQ MAHL Monthly:	29.25	AIL Daily, #/day:	52.92
Domestic Flow:	12.9	WQ MAIL Daily:	66.15	AIL Monthly, #/day:	23.27
Domestic Max Concentration:	0.00151	WQ MAIL Monthly:	29.08	AIL Daily, Concentration:	10.58
Domestic Ave Concentration:	0.00151	Biosolids MAHL Daily:	4.27	AIL Monthly, Concentration:	4.65
Industrial Flow:	0.6	Biosolids MAHL Monthly:	2.33	Biosolids Local Limits for Arsenic	
Biosolids Flow in #/day:	19,300	Biosolids MAIL Daily:	4.11	AIL Daily, #/day:	3.29
Metal:	Arsenic	Biosolids MAIL Monthly:	2.17	AIL Monthly, #/day:	1.74
% removal in decimal:	0.339			AIL Daily, Concentration:	0.66
Safety Factor:	0.1			AIL Monthly, Concentration:	0.35
Growth Factor:	0.1			Local Limits for Arsenic	
WQ Acute Permit Limit, mg/L:	0.3893			AIL Daily, #/day:	3.29
WQ Chronic Permit Limit, mg/L:	0.1717			AIL Monthly, #/day:	1.74
Boisolids Table 1:	75			AIL Daily, Concentration:	0.66
Biosolids Table 3:	41			AIL Monthly, Concentration:	0.35

Facility Name:	Orem	WQ MAHL Daily:	1.351	WQ Local Limits for Cadmium	
POTW WLA Flow in MGD:	13.5	WQ MAHL Monthly:	0.133	AIL Daily, #/day:	1.06
Domestic Flow:	12.9	WQ MAIL Daily:	1.331	AIL Monthly, #/day:	0.09
Domestic Max Concentration:	0.000186	WQ MAIL Monthly:	0.113	AIL Daily, Concentration:	0.21
Domestic Ave Concentration:	0.000186	Biosolids MAHL Daily:	3.28	AIL Monthly, Concentration:	0.02
Industrial Flow:	0.6	Biosolids MAHL Monthly:	1.51	Biosolids Local Limits for Cadmium	
Biosolids Flow in #/day:	19,300	Biosolids MAIL Daily:	3.26	AIL Daily, #/day:	2.61
Metal:	Cadmium	Biosolids MAIL Monthly:	1.49	AIL Monthly, #/day:	1.19
% removal in decimal:	0.5			AIL Daily, Concentration:	0.52
Safety Factor:	0.1			AIL Monthly, Concentration:	0.24
Growth Factor:	0.1			Local Limits for Cadmium	
WQ Acute Permit Limit, mg/L:	0.006			AIL Daily, #/day:	1.0649
WQ Chronic Permit Limit, mg/L:	0.00059			AIL Monthly, #/day:	0.0903
Boisolids Table 1:	85			AIL Daily, Concentration:	0.2128
Biosolids Table 3:	39			AIL Monthly, Concentration:	0.0180

Facility Name:	Orem	WQ MAHL Daily:	3.93	WQ Local Limits for Chromium (6)	
POTW WLA Flow in MGD:	13.5	WQ MAHL Monthly:	2.61	AIL Daily, #/day:	2.75
Domestic Flow:	12.9	WQ MAIL Daily:	3.43	AIL Monthly, #/day:	1.69
Domestic Max Concentration:	0.0046	WQ MAIL Monthly:	2.12	AIL Daily, Concentration:	0.55
Domestic Ave Concentration:	0.0046	Biosolids MAHL Daily:	NA	AIL Monthly, Concentration:	0.34
Industrial Flow:	0.6	Biosolids MAHL Monthly:	NA	Biosolids Local Limits for Chromium (6)	
Biosolids Flow in #/day:	19,300	Biosolids MAIL Daily:	NA	AIL Daily, #/day:	NA
Metal:	Chromium (6)	Biosolids MAIL Monthly:	NA	AIL Monthly, #/day:	NA
% removal in decimal:	0.504			AIL Daily, Concentration:	NA
Safety Factor:	0.1			AIL Monthly, Concentration:	NA
Growth Factor:	0.1			Local Limits for Chromium (6)	
WQ Acute Permit Limit, mg/L:	0.0173			AIL Daily, #/day:	2.75
WQ Chronic Permit Limit, mg/L:	0.0115			AIL Monthly, #/day:	1.69
Boisolids Table 1:	NA			AIL Daily, Concentration:	0.55
Biosolids Table 3:	NA			AIL Monthly, Concentration:	0.34

Facility Name:	Orem	WQ MAHL Daily:	973.40	WQ Local Limits for Chromium (3)	
POTW WLA Flow in MGD:	13.5	WQ MAHL Monthly:	46.49	AIL Daily, #/day:	778.33
Domestic Flow:	12.9	WQ MAIL Daily:	972.91	AIL Monthly, #/day:	36.80
Domestic Max Concentration:	0.0046	WQ MAIL Monthly:	45.99	AIL Daily, Concentration:	155.54
Domestic Ave Concentration:	0.0046	Biosolids MAHL Daily:	NA	AIL Monthly, Concentration:	7.35
Industrial Flow:	0.6	Biosolids MAHL Monthly:	NA	Biosolids Local Limits for Chromium (3)	
Biosolids Flow in #/day:	19,300	Biosolids MAIL Daily:	NA	AIL Daily, #/day:	NA
Metal:	Chromium (3)	Biosolids MAIL Monthly:	NA	AIL Monthly, #/day:	NA
% removal in decimal:	0.504			AIL Daily, Concentration:	NA
Safety Factor:	0.1			AIL Monthly, Concentration:	NA
Growth Factor:	0.1			Local Limits for Chromium (3)	
WQ Acute Permit Limit, mg/L:	4.2882			AIL Daily, #/day:	778.33
WQ Chronic Permit Limit, mg/L:	0.2048			AIL Monthly, #/day:	36.80
Boisolids Table 1:	NA			AIL Daily, Concentration:	155.54
Biosolids Table 3:	NA			AIL Monthly, Concentration:	7.35

Facility Name:	Orem	WQ MAHL Daily:	11.11	WQ Local Limits for Copper	
POTW WLA Flow in MGD:	13.5	WQ MAHL Monthly:	6.76	AIL Daily, #/day:	3.81
Domestic Flow:	12.9	WQ MAIL Daily:	4.76	AIL Monthly, #/day:	0.33
Domestic Max Concentration:	0.059	WQ MAIL Monthly:	0.41	AIL Daily, Concentration:	0.76
Domestic Ave Concentration:	0.059	Biosolids MAHL Daily:	131.73	AIL Monthly, Concentration:	0.07
Industrial Flow:	0.6	Biosolids MAHL Monthly:	45.95	Biosolids Local Limits for Copper	
Biosolids Flow in #/day:	19,300	Biosolids MAIL Daily:	125.38	AIL Daily, #/day:	100.31
Metal:	Copper	Biosolids MAIL Monthly:	39.60	AIL Monthly, #/day:	31.68
% removal in decimal:	0.63			AIL Daily, Concentration:	20.05
Safety Factor:	0.1			AIL Monthly, Concentration:	6.33
Growth Factor:	0.1			Local Limits for Copper	
WQ Acute Permit Limit, mg/L:	0.0365			AIL Daily, #/day:	3.81
WQ Chronic Permit Limit, mg/L:	0.0222			AIL Monthly, #/day:	0.33
Boisolids Table 1:	4300			AIL Daily, Concentration:	0.76
Biosolids Table 3:	1500			AIL Monthly, Concentration:	0.07

Facility Name:	Orem	WQ MAHL Daily:	8.18	WQ Local Limits for Cyanide	
POTW WLA Flow in MGD:	13.5	WQ MAHL Monthly:	1.79	AIL Daily, #/day:	6.33
Domestic Flow:	12.9	WQ MAIL Daily:	7.91	AIL Monthly, #/day:	1.22
Domestic Max Concentration:	0.0025	WQ MAIL Monthly:	1.52	AIL Daily, Concentration:	1.26
Domestic Ave Concentration:	0.0025	Biosolids MAHL Daily:	NA	AIL Monthly, Concentration:	0.24
Industrial Flow:	0.6	Biosolids MAHL Monthly:	NA	Biosolids Local Limits for Cyanide	
Biosolids Flow in #/day:	19300	Biosolids MAIL Daily:	NA	AIL Daily, #/day:	NA
Metal:	Cyanide	Biosolids MAIL Monthly:	NA	AIL Monthly, #/day:	NA
% removal in decimal:	0.66			AIL Daily, Concentration:	NA
Safety Factor:	0.1			AIL Monthly, Concentration:	NA
Growth Factor:	0.1			Local Limits for Cyanide	
WQ Acute Permit Limit, mg/L:	0.0247			AIL Daily, #/day:	6.33
WQ Chronic Permit Limit, mg/L:	0.0054			AIL Monthly, #/day:	1.22
Boisolids Table 1:	NA			AIL Daily, Concentration:	1.26
Biosolids Table 3:	NA			AIL Monthly, Concentration:	0.24

Facility Name:	Orem	WQ MAHL Daily:	64.14	WQ Local Limits for Lead	
POTW WLA Flow in MGD:	13.5	WQ MAHL Monthly:	2.49	AIL Daily, #/day:	51.18
Domestic Flow:	12.9	WQ MAIL Daily:	63.98	AIL Monthly, #/day:	1.86
Domestic Max Concentration:	0.0015	WQ MAIL Monthly:	2.33	AIL Daily, Concentration:	10.23
Domestic Ave Concentration:	0.0015	Biosolids MAHL Daily:	33.15	AIL Monthly, Concentration:	0.37
Industrial Flow:	0.6	Biosolids MAHL Monthly:	11.84	Biosolids Local Limits for Lead	
Biosolids Flow in #/day:	19,300	Biosolids MAIL Daily:	32.99	AIL Daily, #/day:	26.39
Metal:	Lead	Biosolids MAIL Monthly:	11.68	AIL Monthly, #/day:	9.34
% removal in decimal:	0.489			AIL Daily, Concentration:	5.27
Safety Factor:	0.1			AIL Monthly, Concentration:	1.87
Growth Factor:	0.1			Local Limits for Lead	
WQ Acute Permit Limit, mg/L:	0.2911			AIL Daily, #/day:	26.39
WQ Chronic Permit Limit, mg/L:	0.0113			AIL Monthly, #/day:	1.86
Boisolids Table 1:	840			AIL Daily, Concentration:	5.27
Biosolids Table 3:	300			AIL Monthly, Concentration:	0.37

Facility Name:	Orem	WQ MAHL Daily:	12.160	WQ Local Limits for Mercury	
POTW WLA Flow in MGD:	13.5	WQ MAHL Monthly:	0.059	AIL Daily, #/day:	9.72
Domestic Flow:	12.9	WQ MAIL Daily:	12.151	AIL Monthly, #/day:	0.04
Domestic Max Concentration:	0.0000781	WQ MAIL Monthly:	0.050	AIL Daily, Concentration:	1.94
Domestic Ave Concentration:	0.0000781	Biosolids MAHL Daily:	1.13	AIL Monthly, Concentration:	0.01
Industrial Flow:	0.6	Biosolids MAHL Monthly:	0.34	Biosolids Local Limits for Mercury	
Biosolids Flow in #/day:	19300	Biosolids MAIL Daily:	1.12	AIL Daily, #/day:	0.90
Metal:	Mercury	Biosolids MAIL Monthly:	0.33	AIL Monthly, #/day:	0.26
% removal in decimal:	0.975			AIL Daily, Concentration:	0.18
Safety Factor:	0.1			AIL Monthly, Concentration:	0.05
Growth Factor:	0.1			Local Limits for Mercury	
WQ Acute Permit Limit, mg/L:	0.0027			AIL Daily, #/day:	0.90
WQ Chronic Permit Limit, mg/L:	0.000013			AIL Monthly, #/day:	0.0401
Boisolids Table 1:	57			AIL Daily, Concentration:	0.18
Biosolids Table 3:	17			AIL Monthly, Concentration:	0.01

Facility Name:	Orem	WQ MAHL Daily:	NA	WQ Local Limits for Molybdenum	
POTW WLA Flow in MGD:	13.5	WQ MAHL Monthly:	NA	AIL Daily, #/day:	NA
Domestic Flow:	12.9	WQ MAIL Daily:	NA	AIL Monthly, #/day:	NA
Domestic Max Concentration:	0.0087	WQ MAIL Monthly:	NA	AIL Daily, Concentration:	NA
Domestic Ave Concentration:	0.0087	Biosolids MAHL Daily:	3.15	AIL Monthly, Concentration:	NA
Industrial Flow:	0.6	Biosolids MAHL Monthly:	NA	Biosolids Local Limits for Molybdenum	
Biosolids Flow in #/day:	19,300	Biosolids MAIL Daily:	2.22	AIL Daily, #/day:	1.77
Metal:	Molybdenum	Biosolids MAIL Monthly:	NA	AIL Monthly, #/day:	NA
% removal in decimal:	0.459			AIL Daily, Concentration:	0.35
Safety Factor:	0.1			AIL Monthly, Concentration:	NA
Growth Factor:	0.1			Local Limits for Molybdenum	
WQ Acute Permit Limit, mg/L:	NA			AIL Daily, #/day:	1.77
WQ Chronic Permit Limit, mg/L:	NA			AIL Monthly, #/day:	NA
Boisolids Table 1:	75			AIL Daily, Concentration:	0.35
Biosolids Table 3:	NA			AIL Monthly, Concentration:	NA

Facility Name:	Orem	WQ MAHL Daily:	342.17	WQ Local Limits for Nickel	
POTW WLA Flow in MGD:	13.5	WQ MAHL Monthly:	37.94	AIL Daily, #/day:	276.72
Domestic Flow:	12.9	WQ MAIL Daily:	307.47	AIL Monthly, #/day:	30.30
Domestic Max Concentration:	0.005	WQ MAIL Monthly:	33.66	AIL Daily, Concentration:	55.30
Domestic Ave Concentration:	0.005	Biosolids MAHL Daily:	12.99	AIL Monthly, Concentration:	6.05
Industrial Flow:	0.6	Biosolids MAHL Monthly:	12.99	Biosolids Local Limits for Nickel	
Biosolids Flow in #/day:	19,300	Biosolids MAIL Daily:	11.21	AIL Daily, #/day:	10.09
Metal:	Nickel	Biosolids MAIL Monthly:	11.21	AIL Monthly, #/day:	10.09
% removal in decimal:	0.624			AIL Daily, Concentration:	2.02
Safety Factor:	0.1			AIL Monthly, Concentration:	2.02
Growth Factor:	0.1			Local Limits for Nickel	
WQ Acute Permit Limit, mg/L:	1.1427			AIL Daily, #/day:	10.09
WQ Chronic Permit Limit, mg/L:	0.1267			AIL Monthly, #/day:	10.09
Boisolids Table 1:	420			AIL Daily, Concentration:	2.02
Biosolids Table 3:	420			AIL Monthly, Concentration:	2.02

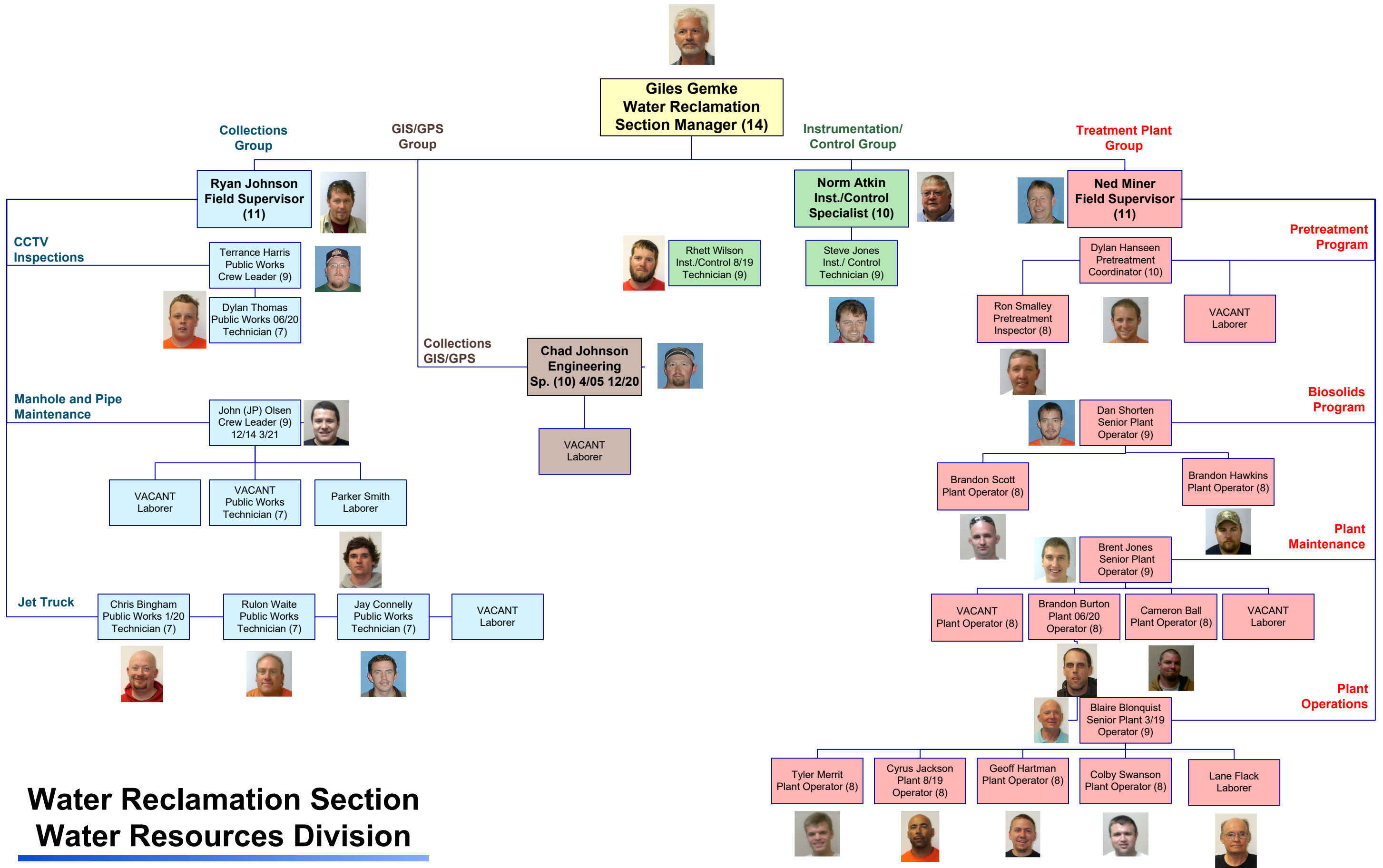
Facility Name:	Orem	WQ MAHL Daily:	3.75	WQ Local Limits for Selenium	
POTW WLA Flow in MGD:	13.5	WQ MAHL Monthly:	0.93	AIL Daily, #/day:	2.82
Domestic Flow:	12.9	WQ MAIL Daily:	3.52	AIL Monthly, #/day:	0.56
Domestic Max Concentration:	0.0021	WQ MAIL Monthly:	0.70	AIL Daily, Concentration:	0.56
Domestic Ave Concentration:	0.0021	Biosolids MAHL Daily:	5.23	AIL Monthly, Concentration:	0.11
Industrial Flow:	0.6	Biosolids MAHL Monthly:	5.23	Biosolids Local Limits for Selenium	
Biosolids Flow in #/day:	19300	Biosolids MAIL Daily:	5.00	AIL Daily, #/day:	4.00
Metal:	Selenium	Biosolids MAIL Monthly:	5.00	AIL Monthly, #/day:	4.00
% removal in decimal:	0.369			AIL Daily, Concentration:	0.80
Safety Factor:	0.1			AIL Monthly, Concentration:	0.80
Growth Factor:	0.1			Local Limits for Selenium	
WQ Acute Permit Limit, mg/L:	0.021			AIL Daily, #/day:	2.82
WQ Chronic Permit Limit, mg/L:	0.0052			AIL Monthly, #/day:	0.56
Boisolids Table 1:	100			AIL Daily, Concentration:	0.56
Biosolids Table 3:	100			AIL Monthly, Concentration:	0.11

Facility Name:	Orem	WQ MAHL Daily:	6.49	WQ Local Limits for Silver	
POTW WLA Flow in MGD:	13.5	WQ MAHL Monthly:	NA	AIL Daily, #/day:	5.17
Domestic Flow:	12.9	WQ MAIL Daily:	6.47	AIL Monthly, #/day:	NA
Domestic Max Concentration:	0.0002	WQ MAIL Monthly:	NA	AIL Daily, Concentration:	1.03
Domestic Ave Concentration:	0.0002	Biosolids MAHL Daily:	NA	AIL Monthly, Concentration:	NA
Industrial Flow:	0.6	Biosolids MAHL Monthly:	NA	Biosolids Local Limits for Silver	
Biosolids Flow in #/day:	19300	Biosolids MAIL Daily:	NA	AIL Daily, #/day:	NA
Metal:	Silver	Biosolids MAIL Monthly:	NA	AIL Monthly, #/day:	NA
% removal in decimal:	0.653			AIL Daily, Concentration:	NA
Safety Factor:	0.1			AIL Monthly, Concentration:	NA
Growth Factor:	0.1			Local Limits for Silver	
WQ Acute Permit Limit, mg/L:	0.02			AIL Daily, #/day:	5.17
WQ Chronic Permit Limit, mg/L:	NA			AIL Monthly, #/day:	NA
Boisolids Table 1:	NA			AIL Daily, Concentration:	1.03
Biosolids Table 3:	NA			AIL Monthly, Concentration:	NA

Facility Name:	Orem	WQ MAHL Daily:	72.65	WQ Local Limits for Zinc	
POTW WLA Flow in MGD:	13.5	WQ MAHL Monthly:	72.65	AIL Daily, #/day:	44.82
Domestic Flow:	12.9	WQ MAIL Daily:	56.03	AIL Monthly, #/day:	44.82
Domestic Max Concentration:	0.1545	WQ MAIL Monthly:	56.03	AIL Daily, Concentration:	8.96
Domestic Ave Concentration:	0.1545	Biosolids MAHL Daily:	259.41	AIL Monthly, Concentration:	8.96
Industrial Flow:	0.6	Biosolids MAHL Monthly:	96.85	Biosolids Local Limits for Zinc	
Biosolids Flow in #/day:	19,300	Biosolids MAIL Daily:	242.79	AIL Daily, #/day:	194.23
Metal:	Zinc	Biosolids MAIL Monthly:	80.22	AIL Monthly, #/day:	64.18
% removal in decimal:	0.558			AIL Daily, Concentration:	38.81
Safety Factor:	0.1			AIL Monthly, Concentration:	12.83
Growth Factor:	0.1			Local Limits for Zinc	
WQ Acute Permit Limit, mg/L:	0.2852			AIL Daily, #/day:	44.82
WQ Chronic Permit Limit, mg/L:	0.2852			AIL Monthly, #/day:	44.82
Boisolids Table 1:	7500			AIL Daily, Concentration:	8.96
Biosolids Table 3:	2800			AIL Monthly, Concentration:	8.96

Parameter	Plant Design mg/L	Flow Design MGD	Plant Loading #/Day	Safety and Growth Allowance	Loading #/Day	Local Limit #/Day
BOD	350	13.5	39406.5	31525.2	14165	17360.2
TSS	350	13.5	39406.5	31525.2	11669	19856.2
Ammonia	40	13.5	4503.6	3602.88	2179	1423.88

APPENDIX B
ORGANIZATION CHART



Water Reclamation Section Water Resources Division

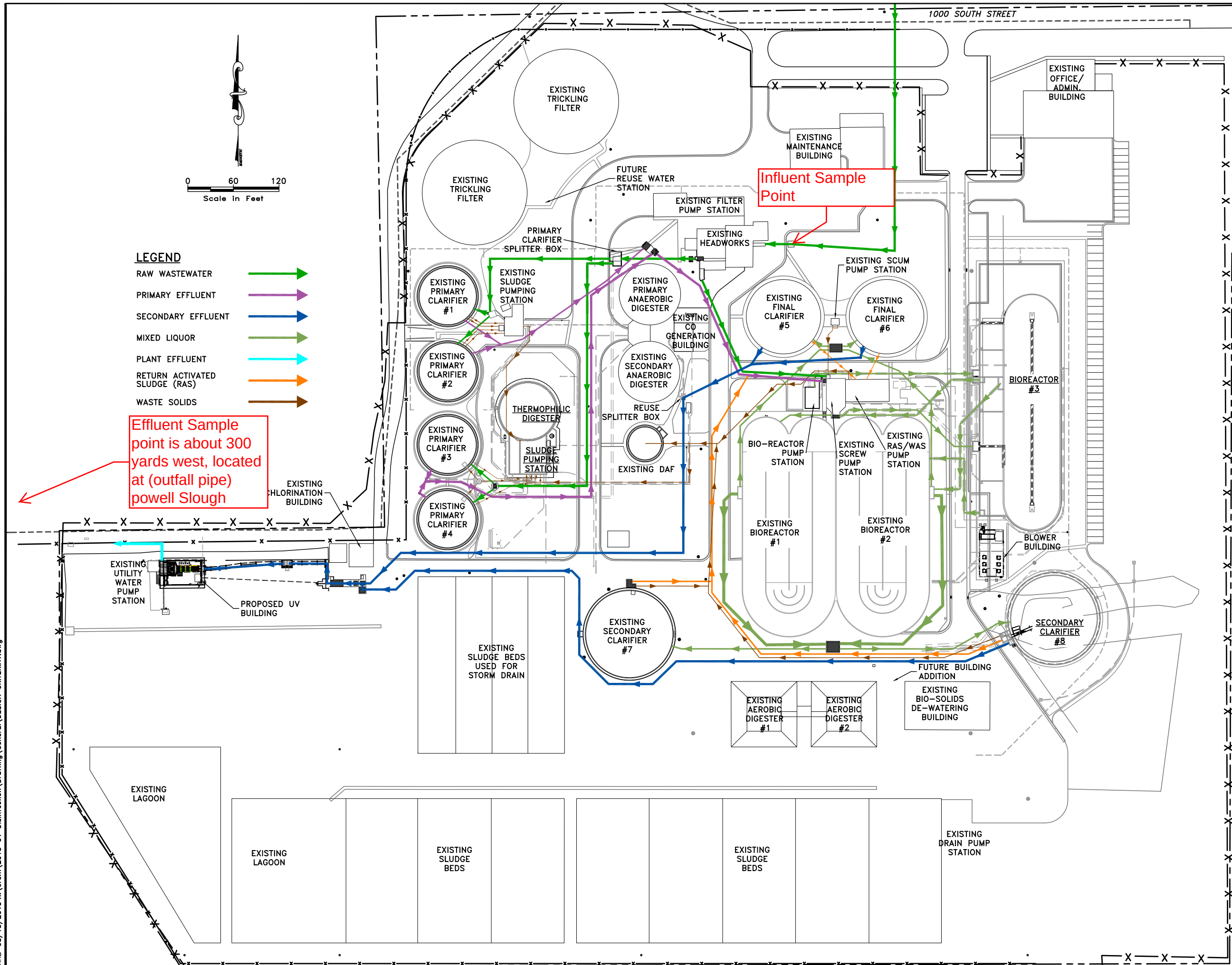
Updated March 2021

APPENDIX C
SUMMARY OF SAMPLING DATA

	Liquid (mg/L)					
	Influent	Effluent	Domestic	Test Method	Solid (mg/kg)	Test Method
ALUMINUM	0.479	0.0582	0.674	E200.7	10391.7	SW6010C
ARSENIC	0.001696	0.001255	0.00151	E200.8	6.8	SW6020A
CADMIUM	0.000215	0.0002697	0.000186	E200.8	2.3	SW6020A
CHROMIUM	0.003728	0.0022	<0.005	E200.7	35.5	SW6010C
COPPER	0.05488	0.022441	0.059	E200.8	550.5	SW6020A
LEAD	0.0014481	0.00092	0.0014	E200.8	23.1	SW6010C
MERCURY	0.00008498	0.000075	7.81E-05	E245.1	1.6	SW7471B
MOLYBDENUM	0.006374	0.003848	0.0087	E200.7	11.5	SW6020C
NICKEL	0.00322	0.001109	0.005	E200.8	48.5	SW6020A
SELENIUM	0.001518	0.001158	0.0021	E200.8	12.0	SW6020A
SILVER	0.0024343	0.00092	<0.0002	E200.8	38.2	SW6020A
ZINC	0.1364	0.05849	0.154	E200.8	955.0	SW6020A
CYANIDE	0.0025	0.00403	<0.0025	E200.8	2.3	SW9012B
BOD-5	218.5	12.75	276.0	SM5210B		
TSS	180	7.5	220.0	SM2540D		
OIL & GREASE	22.1	1.7	34.8	E1664A		
AMMONIA	33.6	5.1	29.6	E350.1		

APPENDIX D
MAP of SAMPLING LOCATIONS

KRB 08/13/2013 X:\ore\2013 UV Disinfection\Drafting\General\DESIGN CRITERIA1.dwg



LEGEND

- RAW WASTEWATER
- PRIMARY EFFLUENT
- SECONDARY EFFLUENT
- MIXED LIQUOR
- PLANT EFFLUENT
- RETURN ACTIVATED SLUDGE (RAS)
- WASTE SOLIDS

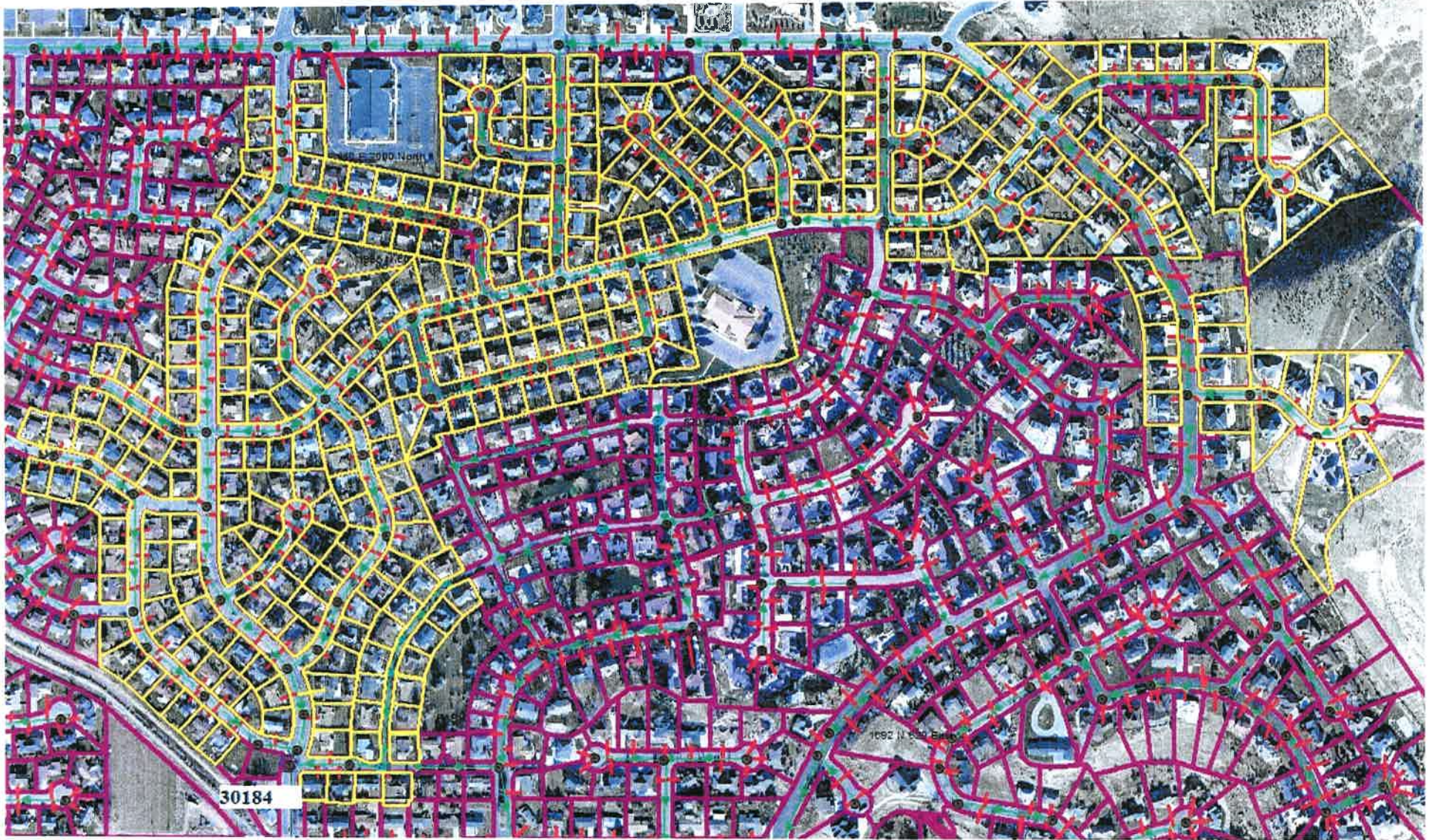
Effluent Sample point is about 300 yards west, located at (outfall pipe) powell Slough

CITY OF OREM
WATER RECLAMATION FACILITY
GENERAL
GENERAL PLAN / FLOW DIAGRAM



0 1/2 1
DRAWING IS NOT TO SCALE IF BAR DOES NOT MEASURE 1"

SHEET 4
G-4



1645 N 400 E MH #30184



855 E 200 S NH #220072

859 S 800 E MH # 320039





1665 S 1030 East MH #350071



Orem NH #30213, 1050 E 200 S, Lindon Sub.

APPENDIX E
WASTELOAD ANALYSIS

**Utah Division of Water Quality
Statement of Basis
ADDENDUM
Wasteload Analysis and Antidegradation Level I Review - FINAL**

Date: December 21, 2020

Facility: Orem City Water Reclamation Facility
Orem, UT
UPDES No. UT0020915

Receiving water: Powell Slough (2B, 3C, 3D)

This addendum summarizes the wasteload analysis that was performed to determine water quality based effluent limits (WQBEL) for this discharge. Wasteload analyses are performed to determine point source effluent limitations necessary to maintain designated beneficial uses by evaluating projected effects of discharge concentrations on in-stream water quality. The wasteload analysis also takes into account downstream designated uses (UAC R317-2-8). Projected concentrations are compared to numeric water quality standards to determine acceptability. The numeric criteria in this wasteload analysis may be modified by narrative criteria and other conditions determined by staff of the Division of Water Quality.

Discharge

Outfall 001: Powell Slough → Utah Lake → Jordan River → Great Salt Lake

The maximum daily discharge is not projected to exceed 13.5 MGD during this permit cycle and the maximum monthly design discharge for the facility is 13.5 MGD. The Orem City Water Reclamation Facility plans to install a 5.00 MGD reuse facility that will be operational by early 2023. At that time, an additional wasteload analysis will need to be performed with the updated information.

Receiving Water

The receiving water for Outfall 001 is Powell Slough Waterfowl Management Area, which is a tributary to Utah Lake.

Per UAC R317-2-13.11, the designated beneficial uses for Powell Slough Waterfowl Management Area are 2B, 3C, and 3D.

- *Class 2B - Protected for infrequent primary contact recreation. Also protected for secondary contact recreation where there is a low likelihood of ingestion of water or a low degree of bodily contact with the water. Examples include, but are not limited to, wading, hunting, and fishing.*
- *Class 3C - Protected for nongame fish and other aquatic life, including the necessary aquatic organisms in their food chain*
- *Class 3D - Protected for waterfowl, shore birds and other water-oriented wildlife not included in Classes 3A, 3B, or 3C, including the necessary aquatic organisms in their food chain.*

Typically, the critical flow for the wasteload analysis is considered the lowest stream flow for seven consecutive days with a ten year return frequency (7Q10). Due to a lack of flow records for Powell Slough, the 20th percentile of flow measurements was calculated to estimate annual critical flow. Previously, the critical flow was calculated from sampling station 4995260 Powell Slough above Orem WWTP at Golden Pond Outfall. However, measurements have not been collected since 2013 and therefore, Clegg's Pond Outfall sampling station 499252 was used (Table 1). In addition, Orem WRF collected flow measurements in September 2014 of the groundwater outfall for the plant's underdrain system, which were used in this analysis.

Table 1: Seasonal critical low flow

Season	Flow (cfs)		
	Clegg's Pond Outfall	GW Outfall	Combined
Summer	2.24	0.8	3.04
Fall	2.60	0.8	3.40
Winter	1.05	0.8	1.85
Spring	3.84	0.8	4.64
Annual Average	3.38		

Total Maximum Daily Load (TMDL)

According to the Utah's 2016 303(d) [Water Quality Assessment Report](#) dated December 7, 2016, the receiving water for the discharge, Powell Slough (UT16020201-010_00) was listed as "Not Supporting" for dissolved oxygen in beneficial use 3D. The Provo Bay portion of Utah Lake (UT-L-16020201-004_02) is "Not Supporting" for PCB in Fish Tissue, pH, Total Ammonia, and Total Phosphorous. The Utah Lake other than Provo Bay portion (UT-L-16020201-004_01) is "Not Supporting" for Harmful Algal Blooms, PCB in Fish Tissue, Total Dissolved Solids, and Total Phosphorous.

Mixing Zone

The maximum allowable mixing zone is 15 minutes of travel time for acute conditions, not to exceed 50% of stream width, and 2,500 feet for chronic conditions, per UAC R317-2-5. Water quality standards must be met at the end of the mixing zone.

Since the receiving water low flow is equal to or less than twice the flow of a point source discharge, the combined flows are considered to be totally mixed. Acute limits were calculated using 100% of the seasonal critical low flow. Therefore, no mixing zone is allowed per UAC R317-2-5.

Parameters of Concern

The potential parameters of concern identified for the discharge/receiving water were total suspended solids (TSS), dissolved oxygen (DO), BOD₅, total phosphorus (TP), total nitrogen (TN), total ammonia (TAN), E. coli, and pH as determined in consultation with the UPDES Permit Writer.

Water Quality Modeling

A QUAL2Kw model of the receiving water was built and calibrated to synoptic survey data collected in September of 2014 by DWQ staff using standard operating procedures (DWQ 2012). The model of Powell Slough extends 2.1 kilometers downstream from the treatment facility outfall to the outlet at Utah Lake. Calibration of the model parameters and rates is described in detail in the updated 2020 Calibration Report.

Receiving water quality data were obtained from monitoring site 4995252 Clegg's Pond Outfall. Previous wasteload analysis calculated the average seasonal value for each constituent with available data in the receiving water from monitoring sites 4995260 Powell Slough above Orem WWTP and 4995251 Orem WRF GW Outfall. However, monitoring sites 4995260 and 4995251 did not have any data collected after 2013. Effluent parameters were characterized using data from monitoring site 4995250 Orem WWTP.

The QUAL2Kw model was used for determining the WQBELs for parameters related to eutrophication and in-stream DO criteria, as well as ammonia toxicity. Effluent concentrations were adjusted so that water quality standards were not exceeded in the receiving water. Where WQBELs exceeded secondary standards or technology based effluent limits (TBEL), the concentration in the model was set at the secondary standard or TBEL.

The QUAL2Kw model was also used to determine the limits for ammonia. The water quality standard for chronic ammonia toxicity is dependent on temperature and pH, and the water quality standard for acute ammonia toxicity is dependent on pH.

A mass balance mixing analysis was conducted for conservative constituents such as dissolved metals.

QUAL2Kw rates, input and output for DO and eutrophication related constituents are summarized in Appendix A. The WQBELs for conservative constituents are summarized in Appendix B.

The calibration and wasteload models are available for review by request.

Whole Effluent Toxicity (WET) Limits

The percent of effluent in the receiving water in a fully mixed condition, and acute and chronic dilution in a not fully mixed condition are calculated in the WLA in order to generate WET limits. The LC₅₀ (lethal concentration, 50%) percent effluent for acute toxicity and the IC₂₅ (inhibition concentration, 25%) percent effluent for chronic toxicity, as determined by the WET test, needs to be below the WET limits, as determined by the WLA. The WET limit for LC₅₀ is typically 100% effluent and does not need to be determined by the WLA.

Utah Division of Water Quality
Wasteload Analysis
Orem City Water Reclamation Facility
UPDES No. UT0020915

Table 2: WET Limits for IC₂₅

Season	Percent Effluent
Summer	87%
Fall	86%
Winter	92%
Spring	82%

Effluent Limits

The effect of the effluent on the DO in the receiving water was evaluated using the QUAL2Kw model. A DO sag downstream resulting from the plant discharge was predicted by the model in Powell Slough. However, the DO remained above the minimum criteria and limits more stringent than secondary standards are not required for BOD₅ (Table 3).

Table 3: Water Quality Based Effluent Limits Summary

Effluent Constituent	Acute			Chronic		
	Standard	Limit	Averaging Period	Standard	Limit	Averaging Period
Flow (MGD)	N/A	13.5	1 day	N/A	13.5	30 days
Ammonia (mg/L)	Varies		1 hour	Varies		30 days
Summer (Jul-Sep)		11.0			3.0	
Fall (Oct-Dec)		15.0			4.0	
Winter (Jan-Mar)		19.0			5.0	
Spring (Apr-Jun)		14.0			4.0	
Min. Dissolved Oxygen (mg/L)	3.0	5.5	Instantaneous	5.0	5.5	30 days
BOD ₅ (mg/L)	N/A	35	7 days	N/A	25	30 days

Antidegradation Level I Review

The objective of the Level I ADR is to ensure the protection of existing uses, defined as the beneficial uses attained in the receiving water on or after November 28, 1975. No evidence is known that the existing uses deviate from the designated beneficial uses for the receiving water. Therefore, the beneficial uses will be protected if the discharge remains below the WQBELs presented in this wasteload.

A Level II Antidegradation Review (ADR) is not required for this discharge since the pollutant concentration and load is not increasing under this permit renewal.

Prepared by: Christopher L. Shope, PhD
Standards and Technical Services Section

Documents:

WLA Document: *orem_potw_q2kw_wla_2020.docx*
QUAL2Kw Calibration Model: *orem_potw_q2kw_cal_2015.xlsm*
QUAL2Kw Wasteload Model: *orem_potw_q2kw_wla_2020.xlsm*
QUAL2Kw Calibration Report: *PowellSloughQ2KwCalibrationReport.docx*

**Utah Division of Water Quality
Wasteload Analysis
Orem City Water Reclamation Facility
UPDES No. UT0020915**

References:

Utah Wasteload Analysis Procedures Version 1.0. 2012. Utah Division of Water Quality.

Field Data Collection for QUAL2Kw Model Build and Calibration Standard Operating Procedures Version 1.0. 2012. Utah Division of Water Quality.

Using QUAL2K Modeling to Support Nutrient Criteria Development and Wasteload Analyses in Utah. 2012. Neilson, B.T., A.J. Hobson, N. von Stackelberg, M. Shupryt, and J.D. Ostermiller.

WASTELOAD ANALYSIS [WLA]

Date: 12/22/2020

Appendix A: QUAL2Kw Analysis for Eutrophication

Discharging Facility: Orem WRF
 UPDES No: UT-0020915
 Permit Flow [MGD]: 13.50 Maximum Monthly Flow
 13.50 Maximum Daily Flow

Receiving Water: Powell Slough
 Stream Classification: 2B, 3C, 3D AUID: UT 16020201-010_00
 Stream Flows [cfs]: 2.2 Summer (July-Sept) Critical Low Flow
 2.6 Fall (Oct-Dec)
 1.1 Winter (Jan-Mar)
 3.8 Spring (Apr-June)

Fully Mixed: YES
 Acute River Width: 100%
 Chronic River Width: 100%

Modeling Information

A QUAL2Kw model was used to determine these effluent limits.

Model Inputs

The following is upstream and discharge information that was utilized as inputs for the analysis.
 Dry washes are considered to have an upstream flow equal to the flow of the discharge.

Headwater/Upstream Information	Summer	Fall	Winter	Spring
Golden Pond Outfall Flow (cfs)	2.2	2.6	1.1	3.8
Groundwater Outfall Flow (cfs)	0.8	0.8	0.8	0.8
Temperature (deg C)	21.0	10.3	10.0	18.2
Specific Conductance (µmhos)	670	682	720	710
Inorganic Suspended Solids (mg/L)	14.0	8.1	10.1	14.4
Dissolved Oxygen (mg/L)	7.7	10.7	11.5	9.9
CBOD ₅ (mg/L)	3.7	6.0	3.0	3.5
Organic Nitrogen (mg/L)	0.468	0.200	0.323	0.305
NH ₄ -Nitrogen (mg/L)	0.048	0.019	0.025	0.025
NO ₃ -Nitrogen (mg/L)	0.083	0.440	0.471	0.286
Organic Phosphorus (mg/L)	0.013	-0.044	0.000	0.009
Inorganic Ortho-Phosphorus (mg/L)	0.024	0.196	0.138	0.023
Phytoplankton (µg/L)	0.0	0.0	0.0	0.0
Detritus [POM] (mg/L)	6.0	3.5	4.3	6.2
Alkalinity (mg/L)	260	260	260	260
pH	7.9	8.0	7.9	7.9

Discharge Information

Chronic	Summer	Fall	Winter	Spring
Flow (MGD)	13.5	13.5	13.5	13.5
Temperature (deg C)	23.0	17.0	13.2	20.0
Specific Conductance (µmhos)	1045	1042	1006	1077
Inorganic Suspended Solids (mg/L)	4.8	4.7	5.3	5.5
Dissolved Oxygen (mg/L)	5.5	5.5	5.5	5.5
CBOD ₅ (mg/L)	25.0	25.0	25.0	25.0
Organic Nitrogen (mg/L)	4.373	3.016	3.450	2.869
NH ₄ -Nitrogen (mg/L)	3.000	4.000	5.000	4.000
NO ₃ -Nitrogen (mg/L)	12.484	16.717	12.850	16.548
Organic Phosphorus (mg/L)	1.000	1.000	1.000	1.000
Inorganic Ortho-Phosphorus (mg/L)	0.200	0.200	0.200	0.200
Phytoplankton (µg/L)	0.0	0.0	0.0	0.0
Detritus [POM] (mg/L)	0.0	0.0	0.0	0.0
Alkalinity (mg/L)	188	154	168	160
pH	7.9	7.5	7.5	7.6

Utah Division of Water Quality

	Acute	Summer	Fall	Winter	Spring
Flow (MGD)		13.5	13.5	13.5	13.5
Temperature (deg C)		23.0	17.0	13.2	20.0
Specific Conductance (µmhos)		1045	1042	1006	1077
Inorganic Suspended Solids (mg/L)		4.8	4.7	5.3	5.5
Dissolved Oxygen (mg/L)		5.5	5.5	5.5	5.5
CBOD ₅ (mg/L)		35.0	35.0	35.0	35.0
Organic Nitrogen (mg/L)		4.373	3.016	3.450	2.869
NH ₄ -Nitrogen (mg/L)		11.000	15.000	19.000	14.000
NO ₃ -Nitrogen (mg/L)		12.484	16.717	12.850	16.548
Organic Phosphorus (mg/L)		0.200	0.200	0.200	0.200
Inorganic Ortho-Phosphorus (mg/L)		0.800	0.800	0.800	0.800
Phytoplankton (µg/L)		0.0	0.0	0.0	0.0
Detritus [POM] (mg/L)		0.0	0.0	0.0	0.0
Alkalinity (mg/L)		188	154	168	160
pH		7.8	7.8	7.8	7.8

All model numerical inputs, intermediate calculations, outputs and graphs are available for discussion, inspection and copy at the Division of Water Quality.

Effluent Limitations

Current State water quality standards are required to be met under a variety of conditions including in-stream flows targeted to the 7-day, 10-year low flow (R317-2-9).

Other conditions used in the modeling effort reflect the environmental conditions expected at low stream flows.

Effluent Limitations based upon Water Quality Standards for DO

In-stream criteria of downstream segments for Dissolved Oxygen will be met with an effluent limitation as follows:

	Constituent	Standard	Summer	Fall	Winter	Spring
	Flow [Maximum Daily] (MGD)	N/A	13.5	13.5	13.5	13.5
	Flow [Monthly Average] (MGD)	N/A	13.5	13.5	13.5	13.5
	BOD ₅ [7-day Average] (mg/L)	N/A	35.0	35.0	35.0	35.0
	BOD ₅ [30-day Average] (mg/L)	N/A	25.0	25.0	25.0	25.0
	Dissolved Oxygen [30-day Average] (mg/L)	5.0	5.5	5.5	5.5	5.5
	Dissolved Oxygen [Minimum] (mg/L)	3.0	5.5	5.5	5.5	5.5
	NH ₄ -Nitrogen (mg/L)	N/A	3.0	4.0	5.0	4.0

Effluent Limitations based upon Water Quality Standards for Ammonia

In-stream criteria of downstream segments for Ammonia will be met with an effluent limitation as follows:

	NH ₄ -Nitrogen (mg/L)	Standard	Summer	Fall	Winter	Spring
	Acute [1-hour Average]	Varies	11.0	15.0	19.0	14.0
	Chronic [30-day Average]	Varies	3.0	4.0	5.0	4.0

Summary Comments

The mathematical modeling and best professional judgement indicate that violations of receiving water beneficial uses with their associated water quality standards, including important downstream segments, will not occur for the evaluated parameters of concern as discussed above if the effluent limitations indicated above are met.

Coefficients and Other Model Information

Parameter	Value	Units
Stoichiometry:		
Carbon	40	gC
Nitrogen	7.2	gN
Phosphorus	1	gP
Dry weight	100	gD
Chlorophyll	1	gA
Inorganic suspended solids:		
Settling velocity	0.001	m/d
Oxygen:		
Reaeration model	Thackston-Dawson	
Temp correction	1.024	
Reaeration wind effect	None	
O2 for carbon oxidation	2.69	gO2/gC
O2 for NH4 nitrification	4.57	gO2/gN
Oxygen inhib model CBOD oxidation	Exponential	
Oxygen inhib parameter CBOD oxidation	0.60	L/mgO2
Oxygen inhib model nitrification	Exponential	
Oxygen inhib parameter nitrification	0.60	L/mgO2
Oxygen enhance model denitrification	Exponential	
Oxygen enhance parameter denitrification	0.60	L/mgO2
Oxygen inhib model phyto resp	Exponential	
Oxygen inhib parameter phyto resp	0.60	L/mgO2
Oxygen enhance model bot alg resp	Exponential	
Oxygen enhance parameter bot alg resp	0.60	L/mgO2
Slow CBOD:		
Hydrolysis rate	0	/d
Temp correction	1.047	
Oxidation rate	0.103	/d
Temp correction	1.047	
Fast CBOD:		
Oxidation rate	10	/d
Temp correction	1.047	
Organic N:		
Hydrolysis	0.84524491	/d
Temp correction	1.07	
Settling velocity	0.056128	m/d
Ammonium:		
Nitrification	0.1761337	/d
Temp correction	1.07	
Nitrate:		
Denitrification	0.66745388	/d
Temp correction	1.07	
Sed denitrification transfer coeff	0.045495	m/d
Temp correction	1.07	
Organic P:		
Hydrolysis	0.32642425	/d
Temp correction	1.07	
Settling velocity	0.086465	m/d
Inorganic P:		
Settling velocity	0.015655	m/d
Sed P oxygen attenuation half sat constant	0.28717	mgO2/L

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Phytoplankton:		
Max Growth rate	2.8944	/d
Temp correction	1.07	
Respiration rate	0.480803	/d
Temp correction	1.07	
Death rate	0.86518	/d
Temp correction	1	
Nitrogen half sat constant	15	ugN/L
Phosphorus half sat constant	2	ugP/L
Inorganic carbon half sat constant	1.30E-05	moles/L
Phytoplankton use HCO3- as substrate	Yes	
Light model	Smith	
Light constant	57.6	langleys/d
Ammonia preference	25.4151	ugN/L
Settling velocity	0.468545	m/d
Bottom Plants:		
Growth model	Zero-order	
Max Growth rate	15.15954	gD/m2/d or /d
Temp correction	1.07	
First-order model carrying capacity	100	gD/m2
Basal respiration rate	0.6500528	/d
Photo-respiration rate parameter	0.01	unitless
Temp correction	1.07	
Excretion rate	0.192404	/d
Temp correction	1.07	
Death rate	0.168976	/d
Temp correction	1.07	
External nitrogen half sat constant	609.3926	ugN/L
External phosphorus half sat constant	166.1311	ugP/L
Inorganic carbon half sat constant	1.00E-04	moles/L
Bottom algae use HCO3- as substrate	Yes	
Light model	Smith	
Light constant	77.733	mgO ² /L
Ammonia preference	17.54875	ugN/L
Subsistence quota for nitrogen	5.1638	mgN/gD
Subsistence quota for phosphorus	3.7292	mgP/gD
Maximum uptake rate for nitrogen	80.134	mgN/gD/d
Maximum uptake rate for phosphorus	72.3308	mgP/gD/d
Internal nitrogen half sat ratio	2.531408	
Internal phosphorus half sat ratio	1.7292025	
Nitrogen uptake water column fraction	1	
Phosphorus uptake water column fraction	1	
Detritus (POM):		
Dissolution rate	2.7941785	/d
Temp correction	1.07	
Settling velocity	0.38251	m/d
pH:		
Partial pressure of carbon dioxide	370	ppm

Atmospheric Inputs:	Summer	Fall	Winter	Spring
Min. Air Temperature, F	61.6	31.4	24.5	48.4
Max. Air Temperature, F	89.5	49.4	42.5	74.1
Dew Point, Temp., F	58.6	35.0	30.3	48.5
Wind, ft./sec. @ 21 ft.	6.6	5.2	6.0	7.4
Cloud Cover, %	10%	10%	10%	10%

Other Inputs:	
Bottom Algae Coverage	100%
Bottom SOD Coverage	100%
Prescribed SOD, gO ₂ /m ² /day	0 to 1.5
Prescribed NH ₄ Flux, µgN/m ² /day	0 to 600
Prescribed PO ₄ Flux, µgP/m ² /day	0 to 300

WASTELOAD ANALYSIS [WLA]

Date: 1/11/2021

Appendix B: Mass Balance Mixing Analysis for Conservative Constituents

Discharging Facility:	2B, 3C, 3D		
UPDES No:	UT-0020915		
Permit Flow [MGD]:	13.50	Maximum Daily Flow	
	13.50	Maximum Monthly Flow	
Receiving Water:	Powell Slough		
Stream Classification:	2B, 3C, 3D		
Stream Flows [cfs]:	3.04	Summer (July-Sept)	Critical Low Flow
	3.40	Fall (Oct-Dec)	
	1.85	Winter (Jan-Mar)	
	4.64	Spring (Apr-June)	
Fully Mixed:	YES		
Acute River Width:	100%		
Chronic River Width:	100%		

Modeling Information

A simple mixing analysis was used to determine these effluent limits.

Model Inputs

The following is upstream and discharge information that was utilized as inputs for the analysis.

Headwater/Upstream Information

	Flow
	cfs
Summer	3.0
Fall	3.4
Winter	1.9
Spring	4.6

Discharge Information

	Flow
	MGD
Maximum Daily	13.5
Maximum Monthly	13.5

All model numerical inputs, intermediate calculations, outputs and graphs are available for discussion, inspection and copy at the Division of Water Quality.

Effluent Limitations

Current State water quality standards are required to be met under a variety of conditions including in-stream flows targeted to the 7-day, 10-year low flow (R317-2-9).

Other conditions used in the modeling effort reflect the environmental conditions expected at low stream flows.

Effluent Limitations for Protection of Recreation (Class 2B Waters)

Physical	
Parameter	Maximum Concentration
pH Minimum	6.5
pH Maximum	9.0

Bacteriological

E. coli (30 Day Geometric Mean)	206 (#/100 mL)
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Utah Division of Water Quality

E. coli (Maximum) 668 (#/100 mL)

Effluent Limitations for Protection of Aquatic Wildlife (Class 3C Waters)

**Physical
Parameter**

Maximum Concentration

Temperature (deg C)	27
Temperature Change (deg C)	4

Inorganics

Chronic Standard (4 Day Average)

Acute Standard (1 Hour Average)

Parameter	Standard	Standard
Phenol (mg/L)		0.010
Hydrogen Sulfide (Undissociated) [mg/L]		0.002

Total Recoverable Metals

Chronic Standard (4 Day Average)¹

Acute Standard (1 Hour Average)¹

Parameter	Standard	Background ²	Limit	Standard	Background ²	Limit
Aluminum (µg/L)	87.0	24.3	N/A	750.0	24.3	855.6
Arsenic (µg/L)	150.0	1.1	171.7	340.0	1.1	389.3
Cadmium (µg/L)	0.52	0.05	0.59	5.3	0.1	6.0
Chromium VI (µg/L) ³	11.0	7.4	11.5	16.0	7.4	17.3
Chromium III (µg/L) ³	178.9	1.4	204.8	3743.5	1.4	4288.2
Copper (µg/L)	20.0	4.5	22.2	32.4	4.5	36.5
Cyanide (µg/L) ³	5.2	3.5	5.4	22.0	3.5	24.7
Iron (µg/L)		46.4		1000.0	17.7	1143.0
Lead (µg/L)	9.9	0.3	11.3	254.1	0.3	291.1
Mercury (µg/L) ³	0.012	0.008	0.013	2.4	0.0	2.7
Molybdenum (ug/L)		2.5			2.5	
Nickel (µg/L)	110.9	2.5	126.7	997.9	2.5	1142.7
Selenium (µg/L)	4.6	0.7	5.2	18.4	0.7	21.0
Silver (µg/L)		0.3		17.6	0.6	20.0
Tributyltin (µg/L) ³	0.072	0.048	0.075	0.46	0.05	0.52
Zinc (µg/L)	255.1	48.4	285.2	255.1	48.4	285.2

1: Based upon a Hardness of 244 mg/l as CaCO3

2: Background concentration average of monitoring data

3: Background assumed 67% of chronic standard

Organics [Pesticides]

Chronic Standard (4 Day Average)

Acute Standard (1 Hour Average)

Parameter	Standard	Background ¹	Limit	Standard	Background ¹	Limit
Aldrin (µg/L)				1.5	1.0	1.6
Chlordane (µg/L)	0.0043	0.0029	0.0045	1.2	0.0	1.4
DDT, DDE (µg/L)	0.001	0.001	0.001	0.55	0.00	0.63
Diazinon (µg/L)	0.17	0.11	0.18	0.17	0.11	0.18
Dieldrin (µg/L)	0.0056	0.0038	0.0059	0.24	0.00	0.27
Endosulfan, a & b (µg/L)	0.056	0.038	0.059	0.11	0.04	0.12
Endrin (µg/L)	0.036	0.024	0.038	0.086	0.024	0.095
Heptachlor & H. epoxide (µg/L)	0.0038	0.0025	0.0040	0.26	0.00	0.30
Lindane (µg/L)	0.08	0.05	0.08	1.0	0.1	1.1
Methoxychlor (µg/L)				0.03	0.02	0.03
Mirex (µg/L)				0.001	0.001	0.001
Nonylphenol (µg/L)	6.6	4.4	6.9	28.0	4.4	31.4
Parathion (µg/L)	0.0130	0.0087	0.0136	0.066	0.009	0.074
PCB's (µg/L)	0.014	0.009	0.015			
Pentachlorophenol (µg/L)	15.0	10.1	15.7	19.0	10.1	20.3
Toxephene (µg/L)	0.0002	0.0001	0.0002	0.73	0.00	0.84

1: Background concentration assumed 67% of chronic standard

Radiological

Maximum Concentration

Parameter	Standard	Background ¹	Limit
Gross Alpha (pCi/L)	15	10.1	15.7

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1: Background concentration assumed 67% of chronic standard; TDS is based on observed ambient data

DWQ-2020-025811

APPENDIX F
Pollutant of Concern Sampling

Summary Priority Pollutants (excluding metals and cyanide)								
Pollutant	Sampling Data Summary (ND - non-detect) ug/L						Was a Local Limit Developed (Y/N) (if no will the POC be on the continue to evaluate list if yes indicate E)	If a local limit will be developed will the limit be concentration based (mg/L or SU), load based (A), BMP, a combination or other (O)
	Apr-16	Dec-17	Oct-18	Dec-19	Jan-21	Jan-21		
Acenaphthene	N/D	N/D	N/D	N/D	N/D	N/D	N	
Acrolein	N/D	N/D	N/D	15.00	N/D	N/D	N	
Acrylonitrile	N/D	N/D	N/D	N/D	N/D	N/D	N	
Benzene	N/D	N/D	N/D	N/D	N/D	N/D	N	
Benzidine	N/D	N/D	N/D	N/D	N/D	N/D	N	
Carbon tetrachloride	N/D	N/D	N/D	N/D	N/D	N/D	N	
Chlorobenzene	N/D	N/D	N/D	N/D	N/D	N/D	N	
1,2,4-trichlorobenzene	N/D	N/D	N/D	N/D	N/D	N/D	N	
Hexachlorobenzene	N/D	N/D	N/D	N/D	N/D	N/D	N	
1,2-dichloroethane	N/D	N/D	N/D	N/D	N/D	N/D	N	
1,1,1-trichloroethane	N/D	N/D	N/D	N/D	N/D	N/D	N	
Hexachloroethane	N/D	N/D	N/D	N/D	N/D	N/D	N	
1,1-dichloroethane	N/D	N/D	N/D	N/D	N/D	N/D	N	
1,1,2-trichloroethane	N/D	N/D	N/D	N/D	N/D	N/D	N	
1,1,2,2-tetrachloroethane	N/D	N/D	N/D	N/D	N/D	N/D	N	
Chloroethane	N/D	N/D	N/D	N/D	N/D	N/D	N	
Bis(2-chloroethyl) ether	N/D	N/D	N/D	N/D	N/D	N/D	N	
2-chloroethyl vinyl ethers	N/D	N/D	N/D	N/D	N/D	N/D	N	
2-chloronaphthalene	N/D	N/D	N/D	N/D	N/D	N/D	N	
2,4,6-trichlorophenol	N/D	N/D	N/D	N/D	N/D	N/D	N	
Parachlorometa cresol	N/D	N/D	N/D	N/D	N/D	N/D	N	
Chloroform	N/D	3.00	3.51	N/D	N/D	N/D	N	
2-chlorophenol	N/D	N/D	N/D	N/D	N/D	N/D	N	
1,2-dichlorobenzene	N/D	N/D	N/D	N/D	N/D	N/D	N	
1,3-dichlorobenzene	N/D	N/D	N/D	N/D	N/D	N/D	N	
1,4-dichlorobenzene	N/D	N/D	N/D	N/D	N/D	N/D	N	
3,3-dichlorobenzidine	N/D	N/D	N/D	N/D	N/D	N/D	N	
1,1-dichloroethylene	N/D	N/D	N/D	N/D	N/D	N/D	N	
1,2-trans-dichloroethylene	N/D	N/D	N/D	N/D	N/D	N/D	N	
2,4-dichlorophenol	N/D	N/D	N/D	N/D	N/D	N/D	N	
1,2-dichloropropane	N/D	N/D	N/D	N/D	N/D	N/D	N	
1,3-dichloropropylene	N/D	N/D	N/D	N/D	N/D	N/D	N	
2,4-dimethylphenol	N/D	N/D	N/D	N/D	N/D	N/D	N	
2,4-dinitrotoluene	N/D	N/D	N/D	N/D	N/D	N/D	N	
2,6-dinitrotoluene	N/D	N/D	N/D	N/D	N/D	N/D	N	
1,2-diphenylhydrazine	N/D	N/D	N/D	N/D	N/D	N/D	N	
Ethylbenzene	N/D	N/D	N/D	N/D	N/D	N/D	N	
Fluoranthene	N/D	N/D	N/D	N/D	N/D	N/D	N	
4-chlorophenyl phenyl ether	N/D	N/D	N/D	N/D	N/D	N/D	N	
4-bromophenyl phenyl ether	N/D	N/D	N/D	N/D	N/D	N/D	N	
Bis(2-chloroisopropyl) ether	N/D	N/D	N/D	N/D	N/D	N/D	N	
Bis(2-chloroethoxy) methane	N/D	N/D	N/D	N/D	N/D	N/D	N	
Methylene chloride	N/D	N/D	N/D	N/D	N/D	N/D	N	
Methyl chloride	N/D	N/D	N/D	N/D	N/D	N/D	N	
Methyl bromide	N/D	N/D	N/D	N/D	N/D	N/D	N	
Bromoform	N/D	N/D	N/D	N/D	N/D	N/D	N	
Dichlorobromomethane	N/D	N/D	N/D	N/D	N/D	N/D	N	

Chlorodibromomethane	N/D	N/D	N/D	N/D	N/D	N/D	N	
Hexachlorobutadiene	N/D	N/D	N/D	N/D	N/D	N/D	N	
Hexachlorocyclopentadiene	N/D	N/D	N/D	N/D	N/D	N/D	N	
Isophorone	N/D	N/D	N/D	N/D	N/D	N/D	N	
Naphthalene	N/D	N/D	N/D	N/D	N/D	N/D	N	
Nitrobenzene	N/D	N/D	N/D	N/D	N/D	N/D	N	
2-nitrophenol	N/D	N/D	N/D	N/D	N/D	N/D	N	
4-nitrophenol	N/D	N/D	N/D	N/D	N/D	N/D	N	
2,4-dinitrophenol	N/D	N/D	N/D	N/D	N/D	N/D	N	
4,6-dinitro-o-cresol	N/D	N/D	N/D	N/D	N/D	N/D	N	
N-nitrosodimethylamine	N/D	N/D	N/D	N/D	N/D	N/D	N	
N-nitrosodiphenylamine	N/D	N/D	N/D	N/D	N/D	N/D	N	
N-nitrosodi-n-propylamine	N/D	20.20	N/D	N/D	N/D	N/D	N	
Pentachlorophenol	N/D	N/D	N/D	N/D	N/D	N/D	N	
Phenol	18.00	N/D	16.60	N/D	N/D	14.60	Y	Concentration based (inhibition)
Bis(2-ethylhexyl) phthalate	17.10	N/D	N/D	15.60	N/D	N/D	N	
Butyl benzyl phthalate	N/D	N/D	N/D	N/D	N/D	N/D	N	
Di-N-Butyl Phthalate	N/D	N/D	N/D	N/D	N/D	N/D	N	
Di-n-octyl phthalate	N/D	N/D	N/D	N/D	N/D	N/D	N	
Diethyl Phthalate	N/D	N/D	N/D	N/D	N/D	N/D	N	
Dimethyl phthalate	N/D	N/D	N/D	N/D	N/D	N/D	N	
Benzo(a) anthracene	N/D	N/D	N/D	N/D	N/D	N/D	N	
Benzo(a) pyrene	N/D	N/D	N/D	N/D	N/D	N/D	N	
Benzo(b) fluoranthene	N/D	N/D	N/D	N/D	N/D	N/D	N	
Benzo(k) fluoranthene	N/D	N/D	N/D	N/D	N/D	N/D	N	
Chrysene	N/D	N/D	N/D	N/D	N/D	N/D	N	
Acenaphthylene	N/D	N/D	N/D	N/D	N/D	N/D	N	
Anthracene	N/D	N/D	N/D	N/D	N/D	N/D	N	
Benzo(ghi) perylene	N/D	N/D	N/D	N/D	N/D	N/D	N	
Fluorene	N/D	N/D	N/D	N/D	N/D	N/D	N	
Phenanthrene	N/D	N/D	N/D	N/D	N/D	N/D	N	
Dibenzo(h) anthracene	N/D	N/D	N/D	N/D	N/D	N/D	N	
Indeno (1,2,3-cd) pyrene	N/D	N/D	N/D	N/D	N/D	N/D	N	
Pyrene	N/D	N/D	N/D	N/D	N/D	N/D	N	
Tetrachloroethylene	N/D	N/D	N/D	N/D	N/D	N/D	N	
Toluene	N/D	N/D	N/D	N/D	N/D	N/D	N	
Trichloroethylene	N/D	N/D	N/D	N/D	N/D	N/D	N	
Vinyl chloride	N/D	N/D	N/D	N/D	N/D	N/D	N	
Aldrin	N/D	N/D	N/D	N/D	N/D	N/D	N	
Dieldrin	N/D	N/D	N/D	N/D	N/D	N/D	N	
Chlordane	N/D	N/D	N/D	N/D	N/D	N/D	N	
4,4-DDT	N/D	N/D	N/D	N/D	N/D	N/D	N	
4,4-DDE	N/D	N/D	N/D	N/D	N/D	N/D	N	
4,4-DDD	N/D	N/D	N/D	N/D	N/D	N/D	N	
Alpha-endosulfan	N/D	N/D	N/D	N/D	N/D	N/D	N	
Beta-endosulfan	N/D	N/D	N/D	N/D	N/D	N/D	N	
Endosulfan sulfate	N/D	N/D	N/D	N/D	N/D	N/D	N	
Endrin	N/D	N/D	N/D	N/D	N/D	N/D	N	
Endrin aldehyde	N/D	N/D	N/D	N/D	N/D	N/D	N	
Heptachlor	N/D	N/D	N/D	N/D	N/D	N/D	N	

Heptachlor epoxide	N/D	N/D	N/D	N/D	N/D	N/D	N	
Alpha-BHC	N/D	N/D	N/D	N/D	N/D	N/D	N	
Beta-BHC	N/D	N/D	N/D	N/D	N/D	N/D	N	
Gamma-BHC	N/D	N/D	N/D	N/D	N/D	N/D	N	
Delta-BHC	N/D	N/D	N/D	N/D	N/D	N/D	N	
PCB-1242 (Arochlor 1242)	N/D	N/D	N/D	N/D	N/D	N/D	N	
PCB-1254 (Arochlor 1254)	N/D	N/D	N/D	N/D	N/D	N/D	N	
PCB-1221 (Arochlor 1221)	N/D	N/D	N/D	N/D	N/D	N/D	N	
PCB-1232 (Arochlor 1232)	N/D	N/D	N/D	N/D	N/D	N/D	N	
PCB-1248 (Arochlor 1248)	N/D	N/D	N/D	N/D	N/D	N/D	N	
PCB-1260 (Arochlor 1260)	N/D	N/D	N/D	N/D	N/D	N/D	N	
PCB-1016 (Arochlor 1016)	N/D	N/D	N/D	N/D	N/D	N/D	N	
Toxaphene	N/D	N/D	N/D	N/D	N/D	N/D	N	
Asbestos	N/D	N/D	N/D	N/D	N/D	N/D	N	
2,3,7,8-TCDD	N/D	N/D	N/D	N/D	N/D	N/D	N	

Exhibit D



State of Utah

SPENCER J. COX
Governor

DEIDRE HENDERSON
Lieutenant Governor

Department of
Environmental Quality

Kimberly D. Shelley
Executive Director

DIVISION OF WATER QUALITY
John K. Mackey, P.E.
Director

June 3, 2024

VIA EMAIL
READ RECEIPT REQUESTED

Reed Price
City of Orem
1450 West 550 North
Orem, Utah 84057
rsprice@orem.gov

Subject: **Approval of Pretreatment Legal Authority and Local Limits**
Orem Pretreatment Program- UPDES Permit No. UT0020915

Dear Mr. Price:

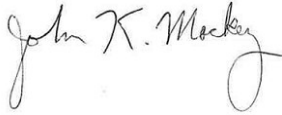
The Division of Water Quality (DWQ) public noticed Orem City's modification to their Ordinance (Pretreatment Legal Authority) and Local Limits for implementing the Pretreatment Program associated with Utah Pollutant Discharge Elimination System (UPDES) Permit Number UT0020915 on the DWQ public notice webpage. The comment period was from March 13, 2024 to April 23, 2024. No comments were received.

Orem City's Pretreatment Legal Authority and Local Limits for implementing their Pretreatment Program are hereby approved. Orem City must obtain City Council approval of the Pretreatment Legal Authority and Local Limits and send documentation to DWQ. Once approved by the Council, Orem City must update the Pretreatment Program accordingly. Changes must be incorporated into the boilerplate permit and pretreatment program procedures based on the modification of the Legal Authority. The changes must be completed within six (6) months from receipt of this letter. Changes to the pretreatment program procedures, boilerplate permit, or forms must be submitted to DWQ per 40 CFR 403.18.

195 North 1950 West • Salt Lake City, UT
Mailing Address: P.O. Box 144870 • Salt Lake City, UT 84114-4870
Telephone (801) 536-4300 • Fax (801) 536-4301 TDD (801) 536-4284
www.deq.utah.gov
Printed on 100% recycled paper

Thank you and your staff for your time and assistance during this approval process. Please contact Jennifer Robinson with questions regarding the Pretreatment Program, including questions regarding substantial or non-substantial modifications to the Pretreatment Program at (385) 501-9585 or jenrobinson@utah.gov.

Sincerely,



John K. Mackey, P.E.
Director

JM:JR:is

Cc: Via Email
Al Garcia, EPA Region VIII
Jason Garrett, Utah County Health Department
Chris Tschirki, City of Orem
Ryan Johnson, City of Orem
Dylan Hanseen, City of Orem
Terry Adelsbach, US Fish & Wildlife Services
Justin Shirley, Utah Division of Wildlife Resources
Jason Gipson, Chief, Utah Regulatory Office, US Corps of Engineers
Chris Merritt, State Historic Preservation Office

DWQ-2024-004131
Regarding DWQ-2024-001014 and DWQ-2024-000602



**CITY OF OREM
CITY COUNCIL
MEETING
JUNE 18, 2024**

REQUEST:	RESOLUTION - Interlocal Agreement Provo 2000 South
APPLICANT:	
NOTICES:	
SITE INFORMATION:	
PREPARED BY:	

REQUEST:

BACKGROUND:

RECOMMENDATION:

1 RESOLUTION NO. _____

2
3 A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF OREM
4 AUTHORIZING THE EXECUTION OF AN INTERLOCAL AGREEMENT
5 BETWEEN THE CITY OF OREM AND PROVO CITY FOR THE
6 INSTALLATION OF UTILITIES IN 2000 SOUTH.

7
8 WHEREAS, the City of Orem (Orem) and Provo City (Provo) desire to enter into an
9 interlocal agreement (the "Agreement") pursuant to the Utah Interlocal Co-operation Act, title
10 11, chapter 13 of the Utah Code for the purpose of designing and constructing storm water and
11 culinary water utility improvements for Orem to be located in 2000 South between Geneva Road
12 and the future Lakeview Parkway a draft copy of which is attached hereto as Exhibit "A"; and

13 WHEREAS, it has been proposed that Provo install a 54-inch and 48-inch storm drain
14 main and 12-inch water main for Orem to be installed per Orem's standards and specifications;
15 and

16
17 WHEREAS, Orem will reimburse Provo for the contract amount of \$2,074,145.00 for Provo's
18 contractor to install the above-mentioned utilities and also to pay for any change orders that may
19 occur during construction related to those utilities; and

20
21 WHEREAS, Orem will allow Provo street drainage to be conveyed through the storm
22 drain main; and

23
24 WHEREAS, Orem will have ownership and maintain both the storm drain main and
25 water main located within Provo's right-of-way in 2000 South, between the future Lakeview
26 Parkway and Geneva Road; and

27
28 WHEREAS, the Orem City Council considered this matter at a duly noticed public
29 meetings on June 18, 2024 regarding this matter, which facts are found in the public record of
30 those meetings; and

31 WHEREAS, after considering the facts presented to the Orem City Council, the Council
32 finds that: 1) the Agreement should be approved; and 2) such action furthers the health, safety, and
33 general welfare of the residents of the City of Orem.

34 NOW, THEREFORE, BE IT RESOLVED BY THE CITY COUNCIL OF THE CITY OF
35 OREM, UTAH, as follows:

36 PART I

- 37 1. The Interlocal Corporation Agreement between the City of Orem and Provo City
38 regarding the installation and payment for a storm drain main and water main within

39 2000 South, between the future Lakeview Parkway and Geneva Road is approved, and
40 the City Manager is hereby authorized to negotiate and execute an Interlocal
41 Agreement in form substantially similar to the draft attached hereto as Exhibit A.
42

43 **PART II**

- 44 1. This resolution shall become effective immediately upon passage.
45
46 2. All other resolutions, ordinances and policies in conflict herewith, either in whole or in
47 part, are hereby repealed.
48

49 **END OF RESOLUTION**

50 PASSED and APPROVED this ____ day of _____, 2024.
51
52

53 _____
54 David A. Young, Mayor
55

56 ATTEST:
57
58 _____
59 Teresa McKittrick, City Recorder
60
61

62	COUNCILMEMBER	YES	NO	ABSTAIN
63				
64	David A. Young	☐	☐	☐
65	Jeff Lambson	☐	☐	☐
66	Jenn Gale	☐	☐	☐
67	Tom Macdonald	☐	☐	☐
68	LaNae Millett	☐	☐	☐
69	Chris Killpack	☐	☐	☐
70	David Spencer	☐	☐	☐

EXHIBIT A

EXHIBIT A

INTERLOCAL COOPERATION AGREEMENT

THIS IS AN INTERLOCAL COOPERATION AGREEMENT (“Agreement”) made and entered into by and between the City of Orem, a political subdivision of the State of Utah, with its principal offices located at 56 North State Street, Orem, Utah 84057, hereinafter referred to as “Orem” and Provo City Corporation, a political subdivision of the State of Utah, with its principal offices located at 445 West Center Street, Provo, Utah 84601, hereinafter referred to as “Provo.”

WITNESSETH:

WHEREAS, pursuant to the provisions of the Interlocal Cooperation Act (“Act”), Title 11, Chapter 13, Utah Code Annotated, 1953 as amended, public agencies, including political subdivisions of the State of Utah as therein defined, are authorized to enter into written agreements with one another for joint or cooperative action; and

WHEREAS, pursuant to the Act, the parties desire to work together through joint and cooperative action that will benefit the residents of both Orem and Provo and,

WHEREAS, all parties to this Agreement are public agencies as defined in the Act.

WHEREAS, it is to the mutual benefit of both Orem and Provo to enter into an agreement allowing the parties to perform the duties as listed below;

NOW, THEREFORE, the parties do mutually agree, pursuant to the terms and provisions of the Act, as follows:

Section 1. EFFECTIVE DATE; DURATION

This Agreement shall become effective and shall enter into force, within the meaning of the Act, upon the submission of this Agreement to, and the approval and execution thereof by Resolution of the governing bodies of each of the parties to this Agreement. The term of this Agreement shall be from the effective date hereof until it is automatically terminated in 5 years

from the date of this Agreement. This Agreement shall not become effective until it has been reviewed and approved as to form and compatibility with the laws of the State of Utah by the Orem Attorney's Office and the attorney for Provo. Prior to becoming effective, this Agreement shall be filed with the person who keeps the records of each of the parties hereto.

Section 2. ADMINISTRATION OF AGREEMENT

The parties to this Agreement do not contemplate nor intend to establish a separate legal entity under the terms of this Agreement. The parties hereto agree that, pursuant to Section 11-13-207, Utah Code Annotated, 1953 as amended, Provo shall act as the administrator responsible for the administration of this Agreement. The parties further agree that this Agreement does not anticipate nor provide for any organizational changes in the parties. The administrator agrees to keep all books and records in such form and manner as the Orem City Recorder shall specify and further agrees that said books shall be open for examination by the parties hereto at all reasonable times. The parties agree that they will not acquire, hold nor dispose of real or personal property pursuant to this Agreement during this joint undertaking.

Section 3. PURPOSES

This Agreement has been established and entered into between the parties for the purpose of preserving the resources of each entity, and providing for the health, safety, and welfare of the citizens of Orem and Provo by the installation of storm water and culinary water utilities in 2000 North, Provo, Utah as shown in Exhibit B.

Section 4. PARTIES RESPONSIBILITIES

Provo agrees to complete the 2000 North utility design in accordance to Orem's standards and specifications and work with Orem to manage the bid and construction of the water main and storm drain mains in 2000 North. Provo agrees to the maintenance of all storm drain inlets along

2000 North between Geneva Road and the future Lakeview Parkway. Orem agrees to the maintenance of the storm water and culinary water utilities, located on the north side of the road, on 2000 North between Geneva Road and the future Lakeview Parkway. Orem agrees to pay the amount determined by the parties, for Lakeview Parkway & 2000 North Utilities Project, Schedules A and B excluding line items A-4, A-16, and A-17. See Exhibit A for Schedule A and B. Line items A-1, A-2 and A-3 will be paid by Orem and Provo based on a percentage of total line item costs compared to overall line item costs for each municipality. Upon completion of the Project, Orem shall pay compensation to Provo in the amount of Two Million Seventy-Four Thousand One Hundred and Forty-Five Dollars (\$2,074,145.00). This amount shall be the total compensation due to Provo. Payment shall be made within fifteen (15) days of Orem's receipt of Provo's invoice. All payments owed by Orem under this agreement shall be made using automated clearinghouse ("ACH") bank transfers. Orem will not make payments using checks, credit cards, or other means beyond an ACH transfer. Provo agrees to provide Orem with the information necessary for an ACH transfer and authorizes Orem to make payments to Provo through ACH transfers. Orem agrees to work with Provo and its contractor to review, approve, and pay for any change order necessary to complete the work on Schedules A and B. The Change order process will be per Provo standards. Both parties agree to have inspectors on site periodically to verify the contractor is installing the storm drain and water mains to the proper specifications and standards identified in the project bid and contract documents. This agreement is contingent on Orem determining and providing an approved path for groundwater discharge during construction.

Section 5. INDEMNIFICATION

The parties to this Agreement are political subdivisions of the State of Utah. The parties agree to indemnify and hold harmless the other for damages, claims, suits, and actions arising out

of a negligent error or omission of its own officials or employees in connection with this Agreement. It is expressly agreed between the parties that the obligation to indemnify is limited to the dollar amounts set forth in the Governmental Immunity Act, Section 63G-7-604.

Section 6. FILING OF INTERLOCAL COOPERATION AGREEMENT

Executed copies of this Agreement shall be placed on file in the office of Orem City, with the official keeper of records of City Recorder, and shall remain on file for public inspection during the term of this Agreement.

Section 7. ADOPTION REQUIREMENTS

This Agreement shall be (a) approved by Resolution of the governing body of each of the parties, (b) executed by a duly authorized official of each of the parties (c) submitted to and approved by an Authorized Attorney of each of the parties, as required by Section 11-13-202.5, Utah Code Annotated, 1953 as amended, and (d) filed in the official records of each party.

Section 8. AMENDMENTS.

This Agreement may not be amended, changed, modified or altered except by an instrument in writing which shall be (a) approved by Resolution of the governing body of each of the parties, (b) executed by a duly authorized official of each of the parties, (c) submitted to and approved by an Authorized Attorney of each of the parties, as required by Section 11-13-205.5, Utah Code Annotated, 1953 as amended, and (d) filed in the official records of each party.

Section 9. SEVERABILITY

If any term or provision of the Agreement or the application thereof shall to any extent be invalid or unenforceable, the remainder of this Agreement, or the application of such term or provision to circumstances other than those with respect to which it is invalid or unenforceable, shall not be affected thereby, and shall be enforced to the extent permitted by law. To the extent

permitted by applicable law, the parties hereby waive any provision of law which would render any of the terms of this Agreement unenforceable.

Section 10. NO PRESUMPTION

Should any provision of this Agreement require judicial interpretation, the Court interpreting or construing the same shall not apply a presumption that the terms hereof shall be more strictly construed against the party, by reason of the rule of construction that a document is to be construed more strictly against the person who himself or through his agents prepared the same, it being acknowledged that each of the parties have participated in the preparation hereof.

Section 11. HEADINGS

Headings herein are for convenience of reference only and shall not be considered any interpretation of the Agreement.

Section 12. BINDING AGREEMENT

This Agreement shall be binding upon the heirs, successors, administrators, and assigns of each of the parties hereto.

Section 13. NOTICES

All notices, demands and other communications required or permitted to be given hereunder shall be in writing and shall be deemed to have been properly given if delivered by hand or by certified mail, return receipt requested, postage paid, to the parties at their addresses first above written, or at such other addresses as may be designated by notice given hereunder.

Section 14. ASSIGNMENT

The parties to this Agreement shall not assign this Agreement, or any part hereof, without the prior written consent of all other parties to this Agreement. No assignment shall relieve the original parties from any liability hereunder.

Section 15. GOVERNING LAW

All questions with respect to the construction of this Agreement, and the rights and liability of the parties hereto, shall be governed by the laws of the State of Utah.

Section 16. ELECTRONIC TRANSACTION AND SIGNATURE

Each party agrees that this transaction may be conducted by electronic means. Each party agrees that the electronic signatures, whether digital or encrypted, of the parties included in this Agreement are intended to authenticate this writing and to have the same force and effect as manual signatures. Electronic signature means any electronic sound, symbol, or process attached to or logically associated with a record and executed and adopted by a party with the intent to sign such a record, including facsimile or email electronic signatures.

CITY OF OREM

Authorized by Resolution No. 2024-____, authorized and passed on the ____ day of _____, 2024.

City of Orem, UTAH

By: _____
Brenn D. Bybee, City Manager

ATTEST:
Orem City Recorder

By: _____
Teresa McKittrick, City Recorder

APPROVED AS TO FORM AND COMPATIBILITY
WITH THE LAWS OF THE STATE OF UTAH:
_____, City of Orem Attorney

By: _____
City Attorney

PROVO CITY

Authorized by Resolution No. _____, authorized and passed on the _____ day of _____, 2024.

PROVO CITY, UTAH

By: _____
MICHELLE KAUFUSI, Mayor

ATTEST: _____
Provo City Recorder

By: _____
Provo City Recorder

APPROVED AS TO FORM AND COMPATIBILITY
WITH THE LAWS OF THE STATE OF UTAH:
_____, Provo City Attorney

By: _____
City Attorney

EXHIBIT A

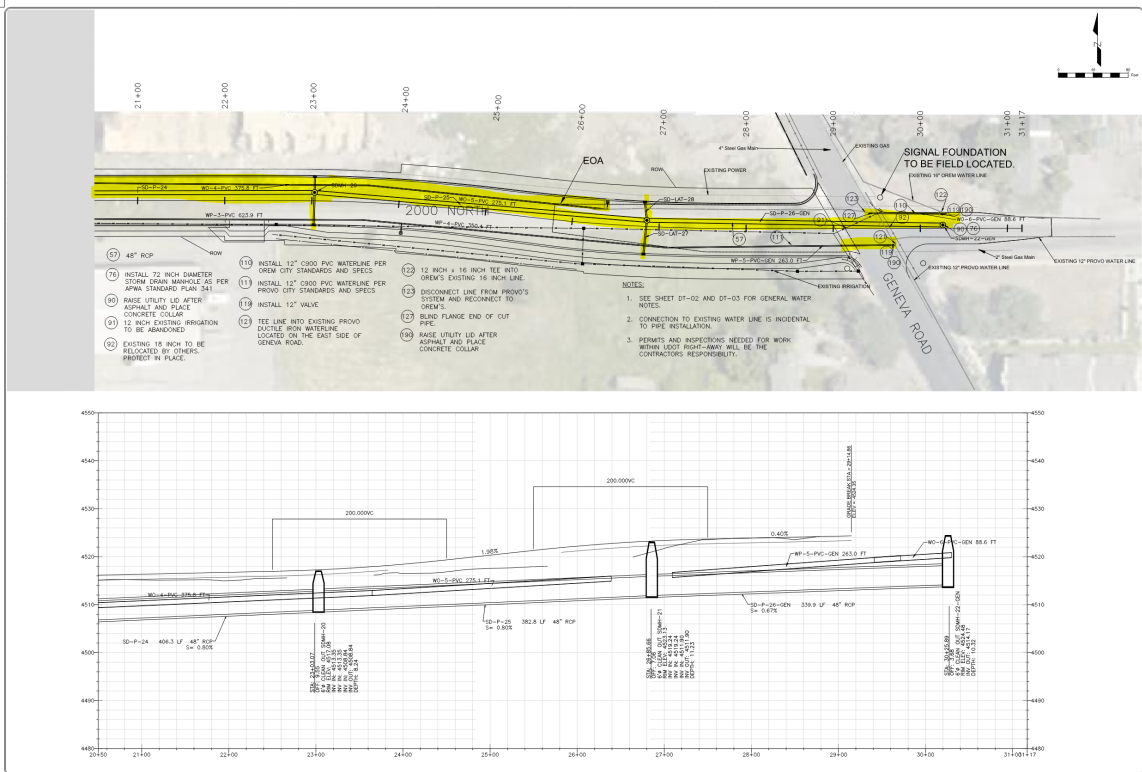
SCHEDULE A – 2000 NORTH OREM UTILITIES

Item	Spec. No.	Description	Unit	Quantity	Unit Price	Total
A-1	01 55 26M	Traffic Control	Lump	1		
A-2	01 57 00	SWPPP	Lump	1		
A-3	01 71 13	Mobilization and Demobilization	Lump	1		
A-4	33 05 02	15" RCP Storm Drain Pipe, Class III – Owner Provided Material	LF	280		
A-5	33 05 02	54" RCP Storm Drain Pipe, Class III	LF	935		
A-6	33 05 02	48" RCP Storm Drain Pipe, Class III	LF	1005		
A-7	33 05 05, 33 11 00M	12" C900 PVC, DR-18 Water Line	LF	1710		
A-8	33 05 05, 33 11 00M	12" 45° Water Line Bend	Each	2		
A-9	33 05 05, 33 11 00M	8" X 6" Tee w/Blind Flange	Each	1		
A-10	33 05 05, 3:	12" 11.25 Water Line Bend	Each	2		
A-11	33 05 05, 3:	8" C900 PVC, DR-18 Water Line	LF	80		
A-12	33 12 16	8" Gate Valve	Each	2		
A-13	33 12 19	Fire Hydrant	Each	1		
A-14	33 41 00	84" Dia Storm Drain Manhole	Each	3		
A-15	33 41 00	96" Dia Storm Drain Manhole	Each	1		
A-16	33 41 00	Single Catch Basin – Owner Provided Material	Each	6		
A-17	33 41 00	Double Catch Basin – Owner Provided Material	Each	4		
A-18	33 41 00	72" Dia Storm Drain Manhole	Each	2		
Schedule A Total:						

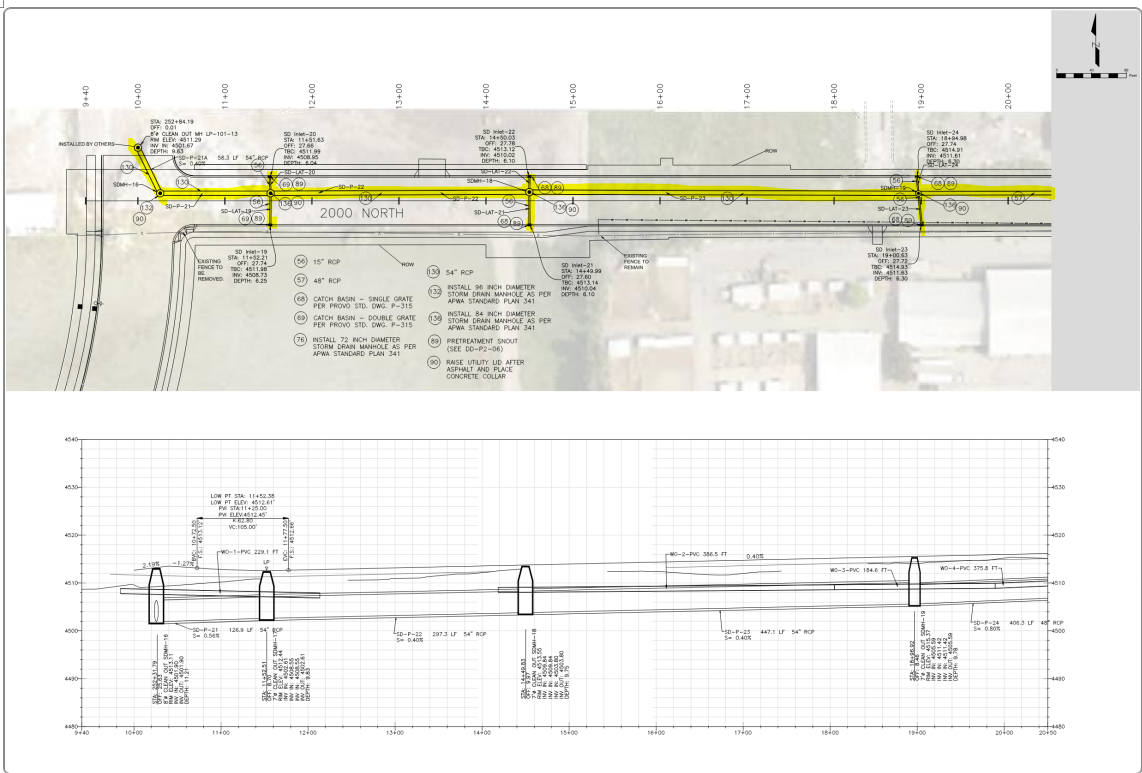
SCHEDULE B – GENEVA ROAD UTILITY CROSSING

Item	Spec. No.	Description	Unit	Quantity	Unit Price	Total
B-1	01 55 26M	Traffic Control	Lump	1		
B-2	02 41 13	Blind Flange Existing Water Line	Each	1		
B-3	02 41 14	Remove Asphalt Concrete Pavement	SY	395		
B-4	2056	UDOT Granular Borrow	CY	135		
B-5	02741M	UDOT 1/2" HMA, PG 64-34	Ton	160		
B-6	32 11 23	Untreated Base Course - Grade 3/4	CY	90		
B-7	33 05 02	48" RCP Storm Drain Pipe, Class III	LF	130		
B-8	33 05 05, 33 11 00M	12" C900 PVC, DR-18 Water Line	LF	150		
B-9	33 05 14M	Adjust Water Valve to Grade	Each	2		
B-10	33 05 14M	Adjust Manhole to Grade	Each	1		
B-11	33 12 16	12" Gate Valve	Each	1		
B-12	33 12 16	12" Butterfly Valve	Each	1		
B-13	33 41 00	72" Dia Storm Drain Manhole	Each	1		
Schedule B Total:						

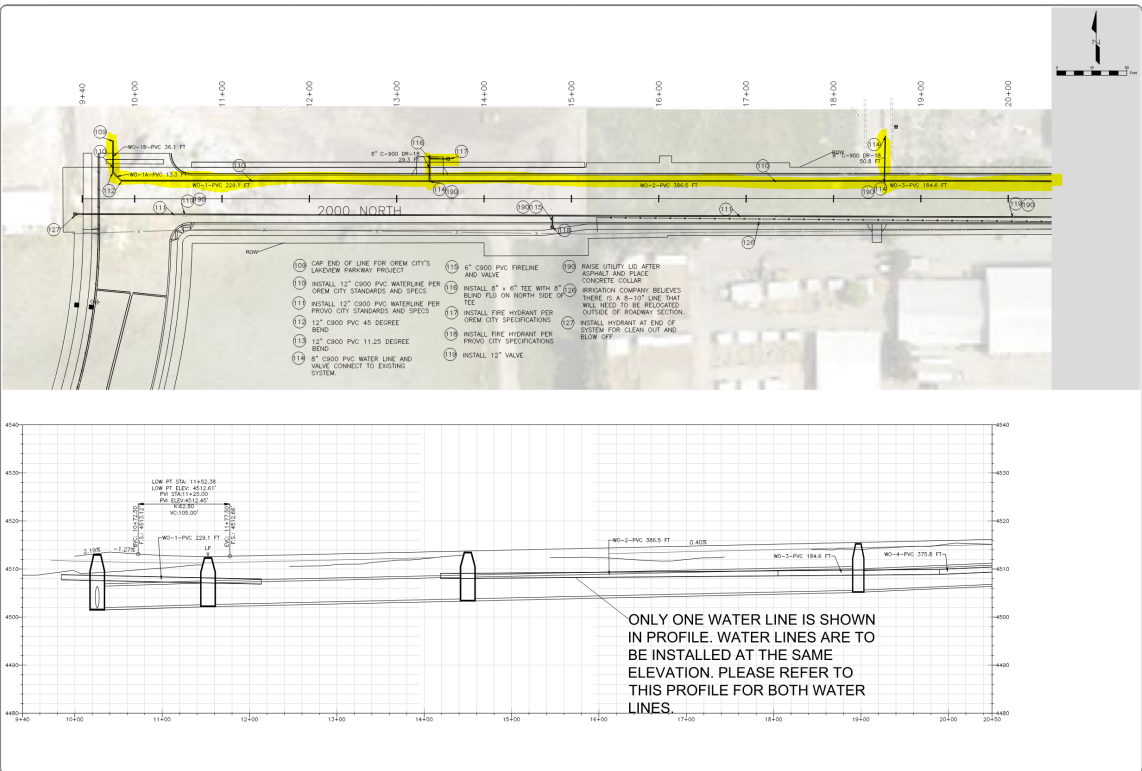
EXHIBIT B



provo PUBLIC WORKS ENGINEERING	
REVISIONS	REMARKS
NO.	DATE
1	
LAKEVIEW PARKWAY NORTH	
PROVOC 0241	
2024	
WATER & STORM PLAN AND PROFILE	
Engineering File Number	
##	
Sheet No.	
GENEVA	



provo PUBLIC WORKS ENGINEERING	
REVISIONS	REMARKS
NO.	DATE
1	
LAKEVIEW PARKWAY NORTH	
PROVOC 0241	
2024	
DRAINAGE PLAN AND PROFILE	
Engineering File Number	
##	
Sheet No.	
DR-12	



REVISIONS	
NO.	DATE
1	

Lakeview Parkway North
PWC 2024
2024

WATER PLAN AND PROFILE

Engineering File Number

##

Sheet No.

W-1



**CITY OF OREM
CITY COUNCIL
MEETING
JUNE 18, 2024**

REQUEST:	RE-APPOINTMENT - Transportation Advisory Commission
APPLICANT:	
NOTICES:	
SITE INFORMATION:	
PREPARED BY:	

REQUEST:

BACKGROUND:

RECOMMENDATION:



**CITY OF OREM
CITY COUNCIL
MEETING
JUNE 18, 2024**

REQUEST:	APPOINTMENT - Planning Commission
APPLICANT:	
NOTICES:	
SITE INFORMATION:	
PREPARED BY:	

REQUEST:

BACKGROUND:

RECOMMENDATION:



**CITY OF OREM
CITY COUNCIL
MEETING
JUNE 18, 2024**

REQUEST:	PUBLIC HEARING - ORDINANCE - Amend current Fiscal Year 2023-2024 Budget
APPLICANT:	
NOTICES:	
SITE INFORMATION:	
PREPARED BY:	

REQUEST:

BACKGROUND:

The Fiscal Year 2023-2024 City of Orem budget has many adjustments that occur throughout the fiscal year. These adjustments include grants received from Federal, State, and other governmental or private entities or organizations; appropriating reserves in the General Fund and transferring them to the Capital Projects Fund in order to meet state legal compliance requirements regarding maximum General Fund “fund balance” as well as providing various project funding; appropriating interest earnings in the 2021 Water, Sewer and Storm Water Bonds construction account; addressing a safety issue at Fire Station #2; adding funding for Hillcrest Park operations; upgrading IT software items and disaster recovery equipment; adding additional funding for Senior Center Monday Meal services; and adding funds related to the City’s charging stations.

RECOMMENDATION:

The City Manager recommends the City Council hold a public hearing to discuss amending the current Fiscal Year 2023-2024 Budget and, by ordinance, amend the Fiscal Year 2023-2024 Budget.

DRAFT

ORDINANCE NO. _____

AN ORDINANCE BY THE CITY COUNCIL OF THE CITY
OF OREM, UTAH, AMENDING THE FISCAL YEAR 2023-
2024 BUDGET.

WHEREAS On June 13, 2023, the City Council adopted a final budget following State law; and

WHEREAS the City Council held a public hearing on June 18, 2024, to receive input from the public regarding proposed amendments to the Fiscal Year 2023-2024 budget; and

WHEREAS the budget has been revised as deemed appropriate to accommodate new revenues and expenses.

NOW THEREFORE, BE IT ORDAINED BY THE CITY COUNCIL OF THE CITY OF OREM, UTAH, as follows:

1. The Council hereby amends the Fiscal Year 2023-2024 Budget as shown in Exhibit "A" which is attached hereto and incorporated herein by reference.

2. The City Manager is directed to implement these budget amendments in accordance with State laws and appropriate City procedures.

3. This ordinance shall take effect immediately upon publication.

PASSED AND APPROVED this 18th day of June 2024.

CITY OF OREM, by
David A. Young, Mayor

ATTEST:

Teresa McKittrick, City Recorder

COUNCIL MEMBERS	AYE	NAY	ABSTAIN
Mayor David A. Young	☐	☐	☐
Jenn Gale	☐	☐	☐
Chris Killpack	☐	☐	☐
Jeff Lambson	☐	☐	☐
Tom W. Macdonald	☐	☐	☐
LaNae Millett	☐	☐	☐
David M. Spencer	☐	☐	☐

EXHIBIT "A"
BUDGET AMENDMENTS
FISCAL YEAR 2023-2024

REVENUES

Account Number	Note	Description	Previous Budget	Current Budget
GENERAL FUND				
10-3316-012	1	Library - AIP Touring Fund Grant - WAA	\$ -	\$ 480.00
10-3318-014	1	Grant - Bullet Proof Vest	1,920.00	29,600.00
10-3690-005	1	Misc. Revenues - Police Department Fundraisers	-	20,000.00
10-3995-013	1	Cont. From - Fund 73 - Orem Foundation	17,500.00	34,407.50
10-3995-014	1	Cont From - Fund 73 - Orem Foundation - Oremfest	-	34,083.00
10-3995-032	4	Cont From - Fund 63 - Safety Issues	-	17,100.00
10-3997-004	2	App. Surp - CIP Projects	-	5,200,000.00
Total			<u>\$ 19,420.00</u>	<u>\$ 5,335,670.50</u>
Net Fund Increase				<u>\$ 5,316,250.50</u>
MAJOR CRIMES TASK FORCE (MCTF)				
25-3424-004-001	1	MCTF - Forfeitures Revenues - Federal (Justice)	\$ 80,000.00	\$ 105,000.00
Total			<u>\$ 80,000.00</u>	<u>\$ 105,000.00</u>
Net Fund Increase				<u>\$ 25,000.00</u>
CAPITAL IMPROVEMENT PROJECT FUND				
45-3690-008	8	Misc Revenues - Charging Stations	\$ -	\$ 13,828.57
45-3995-001	2	Cont. From - Fund 10 - CIP	-	5,200,000.00
Total			<u>\$ -</u>	<u>\$ 5,213,828.57</u>
Net Fund Increase				<u>\$ 5,213,828.57</u>
WATER FUND				
51-3610-005	3	Interest Earnings - 2021 Bonds	\$ 1,229,101.32	\$ 2,091,400.57
Total			<u>\$ 1,229,101.32</u>	<u>\$ 2,091,400.57</u>
Net Fund Increase				<u>\$ 862,299.25</u>
STORM WATER FUND				
55-3610-005	3	Interest Earnings - 2021 Bonds	\$ -	\$ 154,274.50
Total			<u>\$ -</u>	<u>\$ 154,274.50</u>
Net Fund Increase				<u>\$ 154,274.50</u>
RECREATION FUND				
56-3475-004	5	Classes - Hillcrest Park	\$ -	\$ 21,316.00
56-3475-004-001	5	Classes - Hillcrest Park - Pickleball	-	2,000.00
56-3476-004	5	Sales - Hillcrest Park	-	750.00
56-3476-004-001	5	Concessions - Hillcrest Park	-	9,500.00
56-3620-004	5	Rental Revenues - Hillcrest Park	-	3,200.00
56-3620-004-001	5	Rental Revenues - Hillcrest Park - Pickleball	-	5,400.00
Total			<u>\$ -</u>	<u>\$ 42,166.00</u>
Net Fund Increase				<u>\$ 42,166.00</u>
SELF INSURANCE FUND				
63-3997-003	4	App Surp - Operations	\$ 80,000.00	\$ 97,100.00
Total			<u>\$ 80,000.00</u>	<u>\$ 97,100.00</u>
Net Fund Increase				<u>\$ 17,100.00</u>
IT FUND				
64-3997	6	App Surp - Operations	\$ -	\$ 170,000.00
Total			<u>\$ -</u>	<u>\$ 170,000.00</u>
Net Fund Increase				<u>\$ 170,000.00</u>
OREM COMMUNITY FOUNDATION FUND				
73-3910-004	1	Donations - Orem City	\$ 17,500.00	\$ 34,407.50
73-3912	1	Oremfest - Sponsorships / Donations	-	34,083.00
Total			<u>\$ 17,500.00</u>	<u>\$ 68,490.50</u>
Net Fund Increase				<u>\$ 50,990.50</u>
SENIOR CITIZENS FUND				
76-3690-020	7	Misc Rev - Monday Meals	\$ 10,000.00	\$ 35,000.00
Total			<u>\$ 10,000.00</u>	<u>\$ 35,000.00</u>
Net Fund Increase				<u>\$ 25,000.00</u>
Total City Funds			<u>\$ 1,436,021.32</u>	<u>\$ 13,312,930.64</u>
Net City Funds Increase				<u>\$ 11,876,909.32</u>

EXHIBIT "A"
BUDGET AMENDMENTS
FISCAL YEAR 2023-2024

EXPENDITURES

Account Number	Note	Description	Previous Budget	Current Budget
GENERAL FUND				
Oremfest				
10-4013-600-001	1	Oremfest - Administration	\$ 20,000.00	\$ 54,083.00
Public Safety Administration				
10-6510-230-010	1	Employee Development - Fundraising	-	25,500.00
Patrol Services				
10-6520-250-001	1	Equipment - Body Armor	1,920.00	29,600.00
Support Services				
10-6550-623	1	VIPS Vehicle Lease	-	11,287.50
Fire & Medical Services				
10-7040-290-042	4	Maintenance & Repair - Fire Station 2	-	17,100.00
Patron Services				
10-8530-240-013	1	Supplies - Maker Space - Donations	-	120.00
10-8530-310-012	1	Prof & Tech Services - AIP Touring Fund Grant	-	480.00
Non-Departmental Expenditures				
10-9910-920-001	2	Cont. To - Fund 45 - CIP	-	5,200,000.00
Total			<u>\$ 21,920.00</u>	<u>\$ 5,338,170.50</u>
Net Fund Increase				<u>\$ 5,316,250.50</u>
MAJOR CRIMES TASK FORCE (MCTF)				
25-6531-250-004	1	Equipment - Forfeitures (Justice)	\$ 70,000.00	\$ 95,000.00
Total			<u>\$ 70,000.00</u>	<u>\$ 95,000.00</u>
Net Fund Increase				<u>\$ 25,000.00</u>
CAPITAL IMPROVEMENT PROJECT FUND				
45-6034-730-330	8	Electric Vehicle Charging Stations	\$ -	\$ 13,828.57
45-6034-732-230	2	Future Projects	-	5,200,000.00
Total			<u>\$ -</u>	<u>\$ 5,213,828.57</u>
Net Fund Increase				<u>\$ 5,213,828.57</u>
WATER FUND				
51-7575-733-230	3	Water Projects - Bond	\$ -	\$ 862,299.25
Total			<u>\$ -</u>	<u>\$ 862,299.25</u>
Net Fund Increase				<u>\$ 862,299.25</u>
STORM WATER FUND				
55-7562-736-551	3	1500 W / 130 S Storm Drain Project	\$ -	\$ 154,274.50
Total			<u>\$ -</u>	<u>\$ 154,274.50</u>
Net Fund Increase				<u>\$ 154,274.50</u>
RECREATION FUND				
56-8022-110	5	Salaries & Wages - Permanent	\$ -	\$ 15,166.00
56-8022-130	5	Salaries & Wages - Temporary	-	20,000.00
56-8022-240	5	Supplies	-	7,000.00
Total			<u>\$ -</u>	<u>\$ 42,166.00</u>
Net Fund Increase				<u>\$ 42,166.00</u>
SELF INSURANCE FUND				
63-4260-920-005	4	Cont To - Fund 10 - Safety Issues	\$ -	\$ 17,100.00
Total			<u>\$ -</u>	<u>\$ 17,100.00</u>
Net Fund Increase				<u>\$ 17,100.00</u>
IT FUND				
64-4290-290-036	6	Software Licensing & Maint Agreements - Microsoft	\$ -	\$ 70,000.00
64-4290-743-487	6	Disaster Recovery Software & Equipment	-	100,000.00
Total			<u>\$ -</u>	<u>\$ 170,000.00</u>
Net Fund Increase				<u>\$ 170,000.00</u>
OREM COMMUNITY FOUNDATION FUND				
73-8591-920-004	1	Cont. To - Fund 10 - Orem City	\$ 17,500.00	\$ 34,407.50
73-8591-920-014	1	Cont To - Fund 10 - Orem City - Oremfest	-	34,083.00
Total			<u>\$ 17,500.00</u>	<u>\$ 68,490.50</u>
Net Fund Increase				<u>\$ 50,990.50</u>
SENIOR CITIZENS FUND				
76-8097-240-020	7	Supplies - Monday Meals	\$ 10,000.00	\$ 35,000.00
Total			<u>\$ 10,000.00</u>	<u>\$ 35,000.00</u>
Net Fund Increase				<u>\$ 25,000.00</u>
Total City Funds			<u>\$ 119,420.00</u>	<u>\$ 11,996,329.32</u>
Net City Funds Increase				<u>\$ 11,876,909.32</u>

**BUDGET AMENDMENTS
FISCAL YEAR 2023-2024**

NOTES

These notes are attached to the budget amendments summary to describe the more unusual or extraordinary amendments to the Fiscal Year 2023-2024 City of Orem Budget that have been necessitated to this point in the fiscal year. Many of the amendments listed in the summary are immaterial and/or are technical corrections that any organization of this size would expect to encounter during an operating year and therefore, no specific note has been given for these items. Please contact Brandon C. Nelson, CPA, Finance Director, at 801-229-7010, if you have any questions or concerns.

- 1) The City receives grant or donation funds during the year to aid many different operations such as federal funding for the Library (Touring Fund Grant), Police Department (Bullet Proof Vest Grant and Major Crimes Task Force Grants), and Community Events (Various Oremfest Sponsorships/Donations). The funds are received from Federal, State, and other governmental (or private) entities. These entries represent the adjustments necessary to adjust the appropriate budgets.
- 2) After completing the Fiscal Year 2022-2023 Annual Comprehensive Financial Report (ACFR) and calculating the State of Utah's maximum allowable General Fund fund balance, the City exceeded the maximum allowable amount of 35%. Therefore, the City is required to either spend or transfer \$5,200,000 by the end of the current fiscal year. City staff has identified a number of projects that could be funded by these excess funds. However, these projects would not be able to be completed by fiscal year end and thus, the funds need to be transferred to the Capital Projects Fund so that the funds will be available when the specific projects are identified and receive approval to proceed. By making this transfer, the General Fund's fund balance would fall below the State of Utah's fund balance maximum and the City would then be in compliance.
- 3) The 2021 Water, Sewer & Storm Water Bonds construction account earns interest on unspent funds. This amendment adds these revenues to the water fund which are to be spent on bond eligible projects.
- 4) A safety issue will be addressed by fixing a door at Fire Station #2 that essentially locked a person inside the room as you could enter the room by forcibly opening the door but could not exit if it shut.
- 5) With the opening of Hillcrest Park and operations beginning, funds are to be added to provide budgeted funds for the new revenues and associated expenditures.
- 6) The Information Technology Fund needs to upgrade our Microsoft products licensing as well as our disaster recovery equipment and software. They will be using fund surplus to pay for these items.
- 7) The Senior Center has a Monday Meals program which has been extremely successful. This amendment accounts for the additional revenues received and to be used to cover expenditures.
- 8) Accounts for charging station revenues received in the current fiscal year.



**CITY OF OREM
CITY COUNCIL
MEETING
JUNE 18, 2024**

REQUEST:	PUBLIC HEARING - Enterprise Fund Transfers Budgeted for FY 2024-2025
APPLICANT:	Brandon Nelson
NOTICES:	
SITE INFORMATION:	
PREPARED BY:	Brandon Nelson, Finance Director

REQUEST:

BACKGROUND:

HB164 was passed during the 2017 General Legislative Session which requires municipalities to hold a separate public hearing for any transfers out of an enterprise fund and into any other fund and to provide certain operational information as part of the public hearing. This must take place prior to any budget or budget amendment adoption or approval that includes the proposed transfer.

RECOMMENDATION:

No action needs to be taken on this item other than comments made during the public hearing being considered when approving the City's FY 2024-2025 budget.

Enterprise Fund Transfers Public Hearing

Fiscal Year 2024-2025



Enterprise Fund Transfers Public Hearing

- The City provides basic services of water, sewer, storm drainage, street lighting to all residents, business **and City owned properties.**
- The cost of supplying these services to City properties is included in the utility rates.
- The State Auditor requires Cities to charge themselves the retail rate of these services and pay for these services from the general fund.
- To pay from the general fund the City has three choices 1) raise taxes, 2) cut services or 3) transfer funds
- The City has opted to transfer funds from the utilities since the cost of servicing City owned property is already encompassed in the utility rates.

How this works

- The General Fund pays the utility funds for the services provided as follows:
- Payment to Water for parks, cemetery, and internal building usage \$900,000
- Water Reclamation/Sewer charge \$16,000
- Storm Water fee \$141,000
- Street Lighting fee \$15,000



The Transfer

	Transfer to	Transfer Amount	% of Total Enterprise Fund Expenditures
Water Fund	General Fund	\$900,000	4.6%
Water Reclamation Fund	General Fund	\$16,000	0.1%
Storm Water Fund	General Fund	\$141,000	2.2%
Street Lighting Fund	General Fund	<u>\$15,000</u>	1.2%
Total		\$1,072,000	

- The General Fund pays the utilities. Through a transfer the same amount of money is sent back to the General Fund.
- The end result is the same services are provided for the same fee and taxes remain low and no services are cut.

Utility Revenue Information

	Water	Water Reclamation	Storm Water	Street Lighting
Service Revenues	\$16,000,000	\$14,408,000	\$5,900,000	\$1,185,000
Fees	473,500	225,000	58,000	-
Impact Fees	355,000	225,000	100,000	-
Interest	1,000,000	500,000	250,000	25,000
Contributions From	939,000	16,000	141,000	15,000
Miscellaneous	878,073	274,864	43,002	53,500
Surplus	-	-	-	-
Total	\$19,645,573	\$15,648,864	\$6,492,002	\$1,278,500

Utility Expense Summary

	Personnel	Operations	Capital	Total
Water	\$3,090,191	\$13,723,416	\$2,831,966	\$19,645,573
Water Reclamation	2,559,149	5,701,262	7,388,453	15,648,864
Storm Water	1,303,145	2,262,745	2,926,112	6,492,002
Street Lighting	182,837	931,863	163,800	1,278,500

Admin, Internal Services & Transfer Info

	Water	Water Reclamation	Storm Water	Street Lighting
Administrative Charge	\$812,665	\$476,924	\$235,581	\$78,407
Purchasing/Warehouse	136,910	36,078	19,311	4,923
Information Technology	469,752	324,211	121,284	12,128
Insurance & Surety	150,368	291,821	64,263	609
Fleet Maintenance	120,617	62,492	40,586	5,071
Facilities Maintenance	273,319	160,831	81,369	1,250
Total	\$1,963,631	\$1,352,357	\$562,394	\$102,388
Transfer Fee Return	\$900,000	\$16,000	\$141,000	\$15,000
All others Transfers Out	684,279	606,914	328,391	86,629
Total	\$1,584,279	\$622,914	\$469,391	\$101,629

Utility Detailed Expense Information

	Water	Water Reclamation	Storm Water	Street Lighting
Personnel	\$3,090,191	\$2,559,149	\$1,303,145	\$182,837
Supplies & Maintenance	2,308,173	1,534,087	552,180	147,628
Administration & Insurance	963,033	768,745	299,844	79,016
Utilities	743,000	885,000	10,700	104,000
Contract Services	5,741,091	1,120,215	540,418	297,085
Misc	311,337	337,665	131,316	500
Debt	2,756,782	1,039,550	587,287	288,634
Capital	2,831,966	7,388,453	2,926,112	163,800
Transfers Out	900,000	16,000	141,000	15,000
Total	\$19,645,573	\$15,648,864	\$6,492,002	\$1,278,500

Contracted Services Information

	Water	Water Reclamation	Storm Water	Street Lighting
311 Center Service Charge	\$383,873	\$222,201	\$80,411	\$9,956
PW Secretaries	44,590	62,426	35,672	-
Engineering	512,441	352,535	172,678	-
Capital Projects Manager	63,207	-	-	-
Professional & Technical	133,000	291,100	91,616	200,500
CUWCD & Other	4,603,980	191,953	160,041	86,629
Total	\$5,741,091	\$1,120,215	\$540,418	\$297,085

Questions?



**CITY OF OREM
CITY COUNCIL
MEETING
JUNE 18, 2024**

REQUEST:	PUBLIC HEARING - ORDINANCE - Local Government Officers Compensation
APPLICANT:	
NOTICES:	
SITE INFORMATION:	
PREPARED BY:	

REQUEST:

BACKGROUND:

RECOMMENDATION:

ORDINANCE NO. _____

AN ORDINANCE OF THE CITY COUNCIL OF THE CITY OF
OREM, UTAH ENACTING COMPENSATION INCREASES
FOR SPECIFIC CITY OFFICERS

WHEREAS, Utah Code § 10-3-818 provides a process for adjusting compensation for executive municipal officers; and

WHEREAS, the City of Orem (the “City”) desires to adjust the compensation of certain executive municipal officers of the City; and

WHEREAS, a public hearing regarding such compensation adjustments, for which public notice was properly published pursuant to Utah Code § 10-3-818(2)(b) and Utah Code 63G-30-102, was held before the City Council of the City of Orem on June 18, 2024; and

WHEREAS, the procedural requirements set forth in Utah Code §10-3-818 regarding this proposed compensation adjustment have now been satisfied; and

WHEREAS, the City of Orem City Council finds that enacting the proposed compensation increases as set forth in this Ordinance will promote the public health, safety, and welfare of the residents of the City of Orem, Utah.

**NOW, THEREFORE, BE IT ORDAINED BY THE CITY COUNCIL OF THE CITY OF
OREM, UTAH, THAT:**

1. The attached Exhibit A contains the compensation adjustments for City’s executive municipal officers.
2. The adopted compensation adjustments for City’s executive municipal officers shall be included in the final budget of the City of Orem.
3. This ordinance shall take effect upon its passage by a majority vote of the City of Orem City Council and following notice and publication, as required by Utah Code and Orem City Code.
4. If any ordinances, resolutions, policies, or zoning maps of the City of Orem heretofore adopted are inconsistent herewith they are hereby amended to comply with the provisions hereof. If they cannot be amended to comply with the provisions hereof, they are hereby repealed.
5. If any section, subsection, sentence, clause, phrase, or portion of this ordinance is, for any reason, held invalid or unconstitutional by any court of competent jurisdiction, such provision shall be deemed a separate, distinct, and independent provision, and such holding shall not affect the validity of the remaining portions of this ordinance.

PASSED, APPROVED, and ORDERED PUBLISHED this 18th day of June 2024.

David A. Young, Mayor

ATTEST:

Teresa McKittrick, City Recorder

COUNCILMEMBER	AYE	NAY	ABSTAIN
Mayor David A. Young	☐	☐	☐
Jenn Gale	☐	☐	☐
Chris Killpack	☐	☐	☐
Jeff Lambson	☐	☐	☐
Tom Macdonald	☐	☐	☐
LaNae Millett	☐	☐	☐
David Spencer	☐	☐	☐

EXHIBIT A

Executive Officer Title	FY 2024-2025 Proposed Merit Increase	FY 2024-2025 Proposed Market Increase	FY 2024-2025 Total Proposed Increase
City Manager	0%	0%	0%
Assistant City Manager / Development Services Director	3%	0%	3%
City Attorney	3%	0%	3%
Chief of Police	3%	0%	3%
Fire Chief	3%	0%	3%
Public Works Director	3%	0%	3%
Finance Director	3%	0%	3%
Management Services Director	3%	0%	3%
Library & Recreation Director	3%	0%	3%
Assistant Public Works Director (Public Utilities)	3%	0%	3%
Assistant Public Works Director (Public Services)	3%	0%	3%
Assistant Development Services Director	3%	0%	3%
Deputy Chief of Police	3%	0%	3%
Assistant Fire Chief (Fire Operations)	3%	0%	3%
Assistant Fire Chief (Medical Operations)	3%	0%	3%
Deputy City Attorney	3%	0%	3%



**CITY OF OREM
CITY COUNCIL
MEETING
JUNE 18, 2024**

REQUEST:	PUBLIC HEARING - ORDINANCE - Adopt City of Orem Fiscal Year 2024-2025 Budget
APPLICANT:	Brenn Bybee
NOTICES:	
SITE INFORMATION:	
PREPARED BY:	Brandon Nelson, Finance Director

REQUEST:

BACKGROUND:

On May 14, 2024, the City Council received the Tentative Budget for the Fiscal Year 2024-2025. Various budget work sessions were held between January and April 2024. In addition, two public hearings were held to review CDBG budget requests.

The purpose of this hearing is to consider the budget for Fiscal Year 2024-2025, along with the compensation program and the fees, charges, and tax rates of the City.

Property taxes will not be increased, the franchise tax and municipal energy sales and use tax rates remain at 6%, the transient room tax stays at 1%, the telecommunications license tax remains at 3.5% and the E-911 fee stays at the state allowed maximum rate per month. Various adjustments and/or additions to miscellaneous fees and charges are proposed in many departments.

RECOMMENDATION:

The City Manager recommends the City Council, by ordinance, approve and adopt the Fiscal Year 2024-2025 Budget, adopt the compensation programs, adopt the fees and charges schedule, set the property tax, franchise tax, municipal energy sales and use tax, telecommunications license tax, transient room tax, and E-911 fee rates.

ORDINANCE NO.

AN ORDINANCE OF THE CITY COUNCIL OF THE CITY OF OREM, UTAH, APPROVING AND ADOPTING A BUDGET FOR FISCAL YEAR 2024-2025, ADOPTING COMPENSATION PROGRAMS, ADOPTING THE FEES AND CHARGES SCHEDULE, SETTING THE PROPERTY TAX, FRANCHISE TAX, MUNICIPAL ENERGY SALES AND USE TAX, TELECOMMUNICATIONS LICENSE TAX, TRANSIENT ROOM TAX, AND E-911 FEE RATES.

WHEREAS on May 14, 2024, the City Manager of the City of Orem, Utah, presented the Tentative Budget for Fiscal Year 2024-2025 to the City Council; and

WHEREAS the City Council has, through prior public work sessions, reviewed the components of the Fiscal Year 2024-2025 Tentative Budget; and

WHEREAS the City Council, on due public notice, held a public hearing on Tuesday, June 18, 2024, in the Council Chambers of the Orem City Hall to receive input regarding the budget prior to adopting the final 2024-2025 Budget; and

WHEREAS the City Council considered the budget as submitted and all information presented at the public hearings and made all changes which the City Council desires to make; and

WHEREAS the Employee and Elected Official Compensation Programs have been established in accordance with Council desire; and

WHEREAS the fees and charges of the City have been set in accordance with Council desire; and

WHEREAS the City Council has developed a budget in which the anticipated revenues equal the total of appropriated expenditures; and

WHEREAS the budget has been revised to reflect each of the changes and modifications which the City Council believes should be made in the budget; and

WHEREAS the City Council desires to establish the property tax rate at the Certified Tax Rate; and

WHEREAS the City Council desires to maintain the Franchise Tax and the Municipal Energy Sales and Use Tax at the present rate of 6% (6 percent), and maintain the Telecommunications License Tax at the present rate of 3.5% (3.5 percent); and

WHEREAS the City Council desires to continue the Transient Room Tax at 1% (1 percent); and

WHEREAS the City Council desires to continue the enhanced 911 program and levy it at the state allowed maximum rate on all phone connections in the City; and

WHEREAS the public hearings required for a transfer from the enterprise funds to any other fund of the city have been held; and

WHEREAS the public hearings required for the Community Development Block Grant Program have been held.

WHEREAS the public hearing required for local government compensation increases for specified officers has been held and the increases adopted by ordinance.

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

1. The City of Orem budget for the Fiscal Year 2024-2025, which budget is attached hereto as Exhibit "A," and incorporated herein by this reference, is adopted.
2. Exhibit "B" establishing all fees and charges for Fiscal Year 2024-2025, which is attached hereto and incorporated herein by this reference, is adopted.
3. Exhibit "C" containing the Elected Official and Employee Compensation Programs, attached hereto and incorporated herein by reference, is hereby adopted effective July 1, 2024.
4. The property tax rate for 2024 is hereby set at the Certified Tax Rate, plus the voted interest and sinking fund levy.
5. The Franchise Tax and the Municipal Energy Sales and Use Tax shall be maintained at 6% (6 percent) and the Telecommunications License Tax shall be maintained at 3.5% (3.5 percent).
6. The Transient Room Tax shall be 1% (1 percent), as adopted by ordinance.
7. The E911 surcharge shall be set at the maximum rate allowed by law.
8. The City Manager is directed to implement this budget in accordance with State laws and appropriate City procedures, including GAAP carry-overs and CIP carry-overs. All approved purchase orders in effect on June 30, 2024, all CIP projects previously budgeted but not completed, and all grant funds not yet expended will be carried over and re-budgeted in Fiscal Year 2024-2025.
10. A copy of the Orem City Budget shall be placed on file in the office of the City Recorder of the City of Orem, Utah, and in the Orem Public Library.
11. This ordinance shall take effect immediately upon passage and publication in a newspaper of general circulation in the City of Orem.
12. All other resolutions, ordinances, and policies in conflict herewith, either in whole or in part, are hereby repealed.

PASSED AND APPROVED this 18th day of June 2024.

David A.Young, Mayor

ATTEST:

Teresa McKitrick, City Recorder

BOARD MEMBERS	AYE	NAY	ABSTAIN
Mayor David A. Young	☐	☐	☐
Jenn Gale	☐	☐	☐
Chris Killpack	☐	☐	☐
Jeff Lambson	☐	☐	☐
Tom Macdonald	☐	☐	☐
LaNae Millett	☐	☐	☐
David Spencer	☐	☐	☐



TENTATIVE BUDGET

FOR FISCAL YEAR
2024-2025

City of Orem

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Exhibit "A"



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Budget Message



May 14, 2024

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

It is a pleasure to present the Fiscal Year (FY) 2024-2025 Tentative Budget to you. The State of Utah has established a two-step budget adoption process. Step one is the adoption of a Tentative Budget. This step will be completed at the Orem City Council meeting on May 14, 2024. The second step is to hold a public hearing to adopt the final FY 2024-2025 budget, which will occur on June 18, 2024 in the City of Orem Council Chambers at 56 North State Street, Orem, UT. The communication contains an overview of the FY 2024-2025 Tentative Budget. Additional details are available from Brandon C. Nelson, CPA, Finance Director, who oversees the preparation of this document.

The budget is the financial plan for the 2024-2025 fiscal year (July 1, 2024, through June 30, 2025). It represents the financial guidance necessary to prudently implement the goals and plans of the Mayor and City Council. The budget is built with a conservative mindset of underestimating revenues and overestimating expenses. Management and administrative controls monitor all revenue collections and expenditures throughout the year. Safeguards have been developed to monitor, authorize, and analyze expenditures. These processes and safeguards allow staff to amend the budget quickly, allowing the City to respond to any unanticipated changes or economic circumstances as they become known.

BUDGET GUIDING PRINCIPLES

The Mayor and City Council have directed staff to prepare budgets consistent with the following guiding principles:

- City Council - Incorporate policies and vision of the Mayor and City Council.
- Self-Sustaining - Enterprise funds should be self-sustaining.
- One-Time Money - One-time revenues are used for one-time expenses.
- Ongoing Money - Use sustainable revenue sources to pay for ongoing expenses.
- Asset Management - Develop capital facility master plans for buildings, utilities, and other significant City resources. Master plans should include strategic operations, maintenance, and replacement guidelines with supporting financial plans. Financial plans should justify rate structures that support implementing a master plan. Adopt rate structures that support implementing a master plan over five years and then update them.
- Compensation - Develop and follow a market-driven compensation plan to entice and retain good, quality employees.
- Vehicle replacement - Fund an annual vehicle replacement plan that prioritizes the replacement of qualified vehicles.
- Revenue Sources - Evaluate the health of revenue sources regularly. The General Fund should be supported by diverse, stable revenue sources that do not collectively result in dramatic fluctuations over time.
- Reserves - Develop and maintain healthy enterprise fund reserves to sustain the impacts of emergencies. Manage healthy General Fund reserves consistent with state law.
- Planning - Plan with the big picture in mind. Provide a means for employees across department lines to consult with each other during planning processes. Seek community input through various means (for example, social media outlets, surveys, and open houses).
- Debt - Debt will be issued for projects not reasonably funded on a pay-as-you-go basis. For example, projects that provide services over multiple generations would target debt in order to share the financial burden more equitably for several decades. A pay-as-you-go scenario may only be accepted if doing so would require cutting services or increasing service fees higher than practical.

MAYOR & CITY COUNCIL “AREAS OF FOCUS”

The Mayor and City Council govern in a manner consistent with the City’s budget guiding principles and particular “Areas of Focus” reviewed annually. The current City Council’s “Areas of Focus” were developed before the budget process so City staff could consider these priorities in their FY 2024-2025 operational expansion requests and department goals. They include the following:

- Align the Interests of the City Council, City Employees, and the Community with a focus on Family City USA - the benchmark for all Orem decision-making.
- Safe, Livable, Connected, and Engaged Neighborhoods
- Thriving and Balanced Business Environment
- Dependable Infrastructure
- Community-focused and Effective Government
- Skilled and Talented Workforce

ECONOMIC OVERVIEW

A sustainable budget provides for operations, human resources, and capital investment sufficient to meet the service-delivery needs and expectations of the citizens of Orem. This effort requires a stable mixed revenue stream that can weather the inevitable fluctuations of the economy without causing dramatic swings in service levels.

The local economy continues to be resilient and as such, the City expects sales tax and other revenue sources to remain stable but see only small to moderate increases. While the City is not immune to the inflationary and supply shortage pressures felt throughout the nation, these constraints appear to be easing slightly. The City does continue to see long lead times for many products and materials.

The City has not been immune to the current low unemployment rate and high market demand for many key positions. At the same time, we have been navigating this by launching a successful apprenticeship program for many entry-level positions and offering incentives for lateral hires with extensive experience. In addition, the City continues to add positions into the Hybrid Step Program, which allows growth opportunities for employees looking to advance their careers within the City. The City is closely monitoring the labor market to stay competitive while at the same time finding new efficiencies in the way services are delivered to the community in the most fiscally responsible way possible.

REVENUE HIGHLIGHTS

Some service fee increases are requested to bring various services more in line with their respective delivery costs. Each increase is highlighted in this document’s Fees and Charges section (see Exhibit “B”).

In the General Fund, sales tax revenues for FY 2023-2024 are expected to be basically the same as FY 2022-2023 (\$32.0 million). Sales tax revenues for FY 2024-2025 are anticipated to be flat and remain at \$32.0 million. Given recent market conditions and economic forecasts, the City does not feel confident in any level of sales tax revenue increase and, thus, has chosen to be quite conservative and not budget any increase for this revenue source.

However, the City has benefited from higher investment returns due to higher interest rates and therefore, has increased its budgeted interest earnings revenue by almost \$1 million for FY 2024-2025. Additionally, higher utility costs have had the side effect of increased franchise tax revenues for the City (natural gas in particular). Thus, the FY 2024-2025 budget includes a franchise tax revenue increase of almost \$1 million.

Due to extraordinary construction inflation and more stringent federal water quality standards, the City's water, sewer, and storm water rates will need to increase to offset these costs. The proposed water base rates are set at 3.5% for all meter sizes and classifications while the sewer base rate will need to increase substantially (36.1%) in preparation for Phase 1 capital facility improvements at the 66 year-old Orem Water Reclamation Facility. Many of the facility upgrades are the result of aging infrastructure and strict federally-mandated wastewater nutrient standards. Water use rates will increase for each tier ranging from \$0.03 to \$0.06 per 1,000 gallons or 3.5%-4.0%. Sewer use rates will increase by 3.5%. Storm water equivalent service unit (ESU) fees are scheduled to increase to \$8.43 per ESU per month from the current fee of \$8.20. This is a 2.8% increase. The table below outlines the rate changes for a $\frac{3}{4}$ " meter for each water tier in this FY 2024-2025 Tentative Budget document.

The Waste Management (WM) rates are also scheduled to increase, consistent with the City's contracted relationship with Waste Management of Utah. The long-term contract accounts for fee adjustments based on increases in WM service delivery costs resulting from external market forces.

Can Type	Current Rate	Adopted Rate
First Can	\$12.95 / month	\$13.55 / month
Second Can	\$11.95 / month	\$12.55 / month
Recycling	\$4.65 / month	\$4.85 / month
Green Waste	\$7.10 / month	\$7.10 / month
Combined First Can & Recycling Can (Mandatory for New Accounts)	\$17.60 / month	\$18.55 / month

EXPENDITURE HIGHLIGHTS

Operations

The operational portion of the budget has been adjusted in many areas, with all requests focused on the Mayor and City Council's "Areas of Focus." Departments recognize where they can address these areas of focus within their departments and strive to request improvements that meet the Mayor and City Council's desires as we move into the future. There are many needs to improve facilities and technology infrastructure but many opportunities to obtain state and federal funding for various City projects. The following table highlights the larger operational changes included in this year's budget.

The following table highlights the operational changes included in this year's budget:

Item	Explanation	Cost
Finance - Budgeting Software	Software to improve budget access, flow, and production.	\$ 46,700
Management Services - Employee Engagement & Recognition	Provides resources for a variety of items to support greater employee engagement and to support managers & supervisors in their efforts to recognize excellent work.	\$ 50,000
Development Services - Renew Orem Vision Study	Vision study to define the next 20 years of Orem operations.	\$ 100,000
Fire - Station FF&E Replacement Schedule	Funds fire station furniture, fixtures, and equipment on a replacement schedule.	\$ 51,000

PERSONNEL

To keep the City's compensation program aligned with the current work environment, market adjustments are recommended to the wages of City employees, effective July 1, 2024. As in years past, recommended market compensation changes are representative of adjustments in similar public and private organizations doing similar work. The noted market changes are supported by an updated compensation and benefits study completed by the City's Management Services Department. In addition, funding for the City's outlined step increases for select employees and its merit-based compensation plan for the remainder of the organization's workforce is also included in this fiscal budget. In an effort to meet increasing service demands, the following full-time benefited personnel additions have been included in this budget.

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

Position	Explanation
City Events Section Manager	Reclassification of existing employee.
Senior Center Section Manager	Reclassification of existing employee.
Police Officer I	Additional position to backfill Domestic Violence Detective

FLEET

This budget includes programmed fleet replacements of \$3,475,500 across all City funds and departments. Vehicles replaced are consistent with the City's fleet program prepared annually by the Fleet Division in the Public Works Department. Beyond vehicle replacement, the FY 2024-2025 budget also includes accumulating funds over multiple years to eventually purchase larger, expensive equipment, including fire apparatuses, jet/vac trucks, street sweepers, backhoes, excavators, etc.

INFRASTRUCTURE & OTHER CAPITAL ITEMS

A vital element of the Mayor and City Council's stewardship is the maintenance of infrastructure – streets, parks, utilities, etc. The City's capital program funding is generated from a mix of General Fund reserves and ongoing revenues from the City's enterprise funds. The funding sources also often include CARE funding, and grants from various organizations. The capital replacement program reflects recommendations in each of the City's capital infrastructure replacement programs, including water, storm, and wastewater master plans. The General Fund portion of the capital program is adopted annually through a budget amendment in June. The Enterprise Funds portion of the capital program is included in this budget document.

The City's combined total Capital Budget for FY 2024-2025 amounts to \$17, 139,261. Not every city has this level of capability or support for reinvesting in itself, and Orem is very fortunate to be able to prioritize a wide variety of capital needs. Some of the highlights include restoring an 1880s cabin discovered in north Orem, fresh landscaping near the freeway interchanges at 800 North and Center Street, several park improvements, transportation enhancements, remodeling in the Library, and a robust list of various road maintenance projects all around the City. A complete review of the City's capital program can be found in the Capital Summary section of this document, which includes anticipated capital expenditures for fiscal years 2026-2030.

SUMMARY

Through adherence to sound financial principles and the efforts of the City's dedicated workforce, the City of Orem has been navigating the current uncertain macroeconomic environment in proactive and conservative ways. These sound financial principles will help the City persevere through the current inflationary pressures.

If you have questions about the City's Fiscal Year 2024-2025 Tentative Budget, I invite you to contact Brandon C. Nelson, CPA, Finance Director, or myself at your convenience.



Brenn Bybee
City Manager



Brandon C. Nelson, CPA
Finance Director

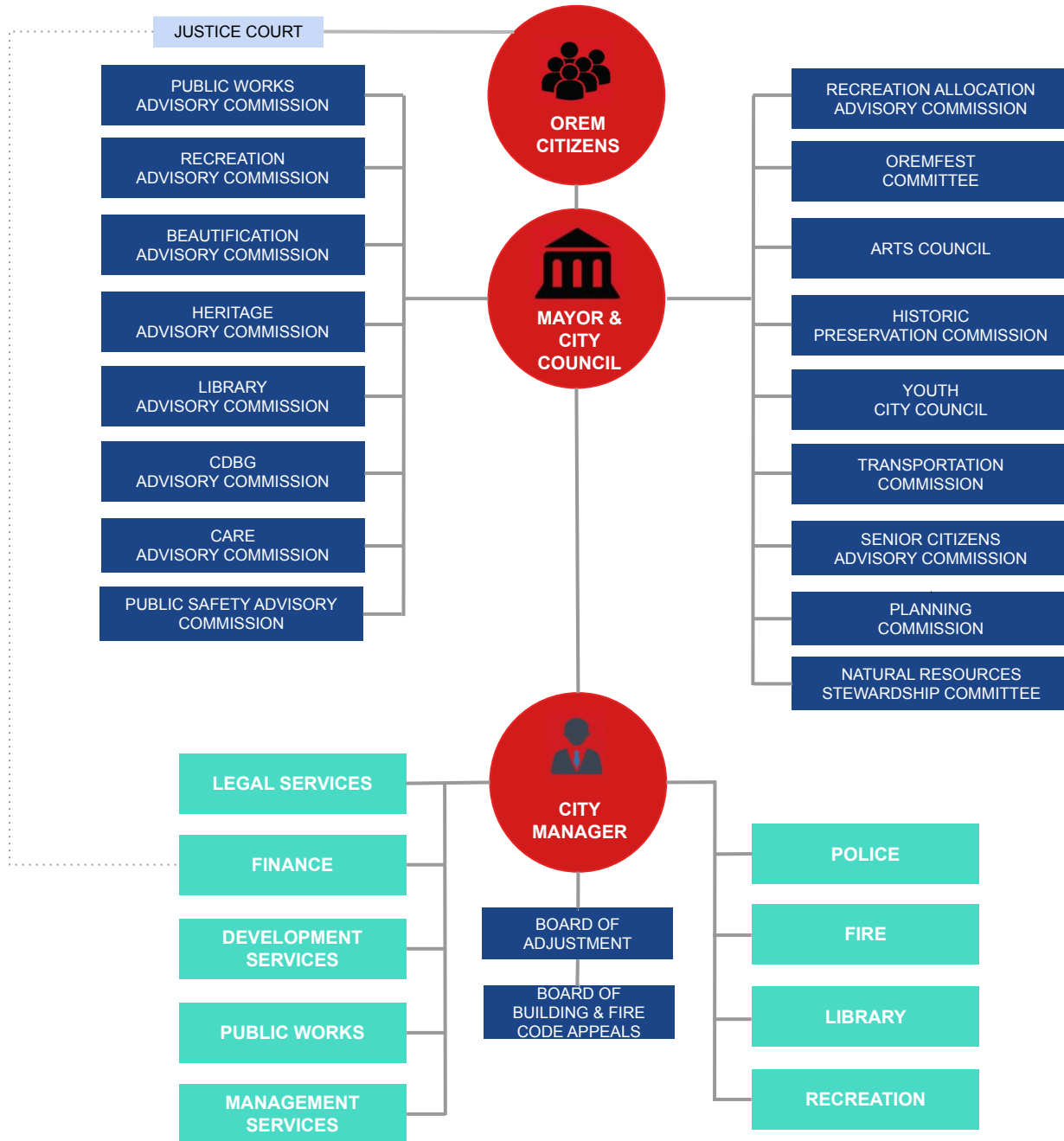
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Overview

EXHIBIT "A"

EXHIBIT "B"

EXHIBIT "C"



REVENUES SUMMARY

FUND	REVENUES	INTERFUND TRANSFERS IN	APPROPRIATION OF SURPLUS	TOTAL REVENUES & SURPLUS
General	\$ 67,652,961	\$ 7,314,347	\$ -	\$ 74,967,308
Road	4,000,000	-	-	4,000,000
CARE Tax	3,300,000	-	-	3,300,000
Telecommunications Billing	15,000	-	-	15,000
Transportation Sales Tax	4,425,000	-	-	4,425,000
Development Fees	1,376,000	1,401,663	-	2,777,663
Debt Service	2,282,663	4,767,775	-	7,050,438
Impact Fee Funds	450,000	-	-	450,000
CIP Fund	370,000	50,000	-	420,000
Water	18,706,573	939,000	-	19,645,573
Water Reclamation	15,632,864	16,000	-	15,648,864
Storm Water	6,351,002	141,000	-	6,492,002
Recreation	4,299,200	257,000	-	4,556,200
Solid Waste	5,457,000	-	-	5,457,000
Fleet Maintenance	-	1,085,000	-	1,085,000
Purchasing & Warehousing	-	470,000	-	470,000
Self-Insurance	-	2,515,000	-	2,515,000
Information Technology	8,200	3,410,000	42,000	3,460,200
Facilities Maintenance	-	2,410,000	-	2,410,000
Orem Foundation Trust	156,951	-	-	156,951
Community & Neighborhood Services	742,646	-	-	742,646
Senior Citizens	79,850	-	-	79,850
TOTALS	\$ 135,305,910	\$ 24,776,785	\$ 42,000	\$ 160,124,695

Most of the City's funds are supported by taxes such as sales tax or property tax in the General Fund or utility charges such as water sales in the Water Fund.

However, certain funds such as the Debt Service, Fleet Maintenance, Self-Insurance, Information Technology, and Facilities Maintenance funds receive all or a majority of their operating revenues through transfers from other funds.

For the current fiscal year, the city-wide operating revenues total \$160,124,695 but only \$135,305,910 represents collections of new revenues.

ESTIMATE OF FUND BALANCES AVAILABLE FOR APPROPRIATION

FUND	ESTIMATED FUND BALANCE AVAILABLE *	FISCAL YEAR 2024-2025 APPROPRIATION OF SURPLUS	ESTIMATED FUND BALANCE AVAILABLE *	OPERATIONAL GOAL **
	JUNE 30, 2024		JUNE 30, 2025	
General	\$ 22,259,994	\$ -	\$ 22,259,994	\$ 11,117,256
Road	500,000	(500,000)	-	-
CARE Tax	298,000	(298,000)	-	-
Telecommunications Billing	58,000	-	58,000	-
Transportation Sales Tax	250,000	(250,000)	-	-
Development Fees	-	-	-	-
Debt Service	-	-	-	-
Impact Fee Funds	1,722,588	-	1,722,588	-
CIP Fund	-	-	-	-
Water	7,067,000	-	7,067,000	5,816,000
Water Reclamation	5,293,000	-	5,293,000	3,502,000
Storm Water	3,528,000	-	3,528,000	1,363,000
Recreation	345,000	-	345,000	300,000
Solid Waste	1,685,000	-	1,685,000	100,000
Fleet Maintenance	108,000	-	108,000	50,000
Purchasing & Warehousing	35,000	-	35,000	25,000
Self-Insurance	1,010,000	-	1,010,000	1,000,000
Information Technology	991,000	(42,000)	949,000	450,000
Facilities Maintenance	100,000	-	100,000	100,000
Orem Foundation Trust	-	-	-	-
Community & Neighborhood Services	-	-	-	-
Senior Citizens	308,000	-	308,000	100,000
TOTALS	\$ 45,558,582	\$ (1,090,000)	\$ 44,468,582	\$ 23,923,256

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

** General Fund operational goal is based on 15% of net budgeted revenues or the actual balance of the reserve, whichever is lower. The operational goal for all other funds is based upon need.

CITY-WIDE MAJOR REVENUE SOURCES

REVENUE DESCRIPTION	AMOUNT	PERCENT
Sales Taxes (includes CARE & Transportation)	\$ 39,425,100	24.62%
Water Fees	16,015,000	10.00%
Water Reclamation Fees	14,558,000	9.09%
Property Taxes	10,071,431	6.29%
Franchise Taxes	9,000,000	5.62%
General Fund Charges to Other Funds	7,519,845	4.70%
Storm Water Fees	5,951,000	3.72%
Solid Waste Fees	5,397,000	3.37%
Debt Service	4,115,775	2.57%
Police/Fire Fees & Contracted Services	4,865,019	3.04%
Excise Taxes	3,800,000	2.37%
Recreation Fees	4,454,173	2.78%
Impact Fees	1,070,000	0.67%
Ambulance Fees	2,800,500	1.75%
Grants	1,287,146	0.80%
Building Permit & Construction Fees	1,330,000	0.83%
Court Fees	1,407,700	0.88%
Business Licenses	975,000	0.61%
Cemetery Fees	920,000	0.57%
Interest Income	6,085,000	3.80%
Appropriations of Surplus	107,000	0.07%
Other Revenues	18,970,006	11.85%
TOTAL	\$ 160,124,695	100.00%

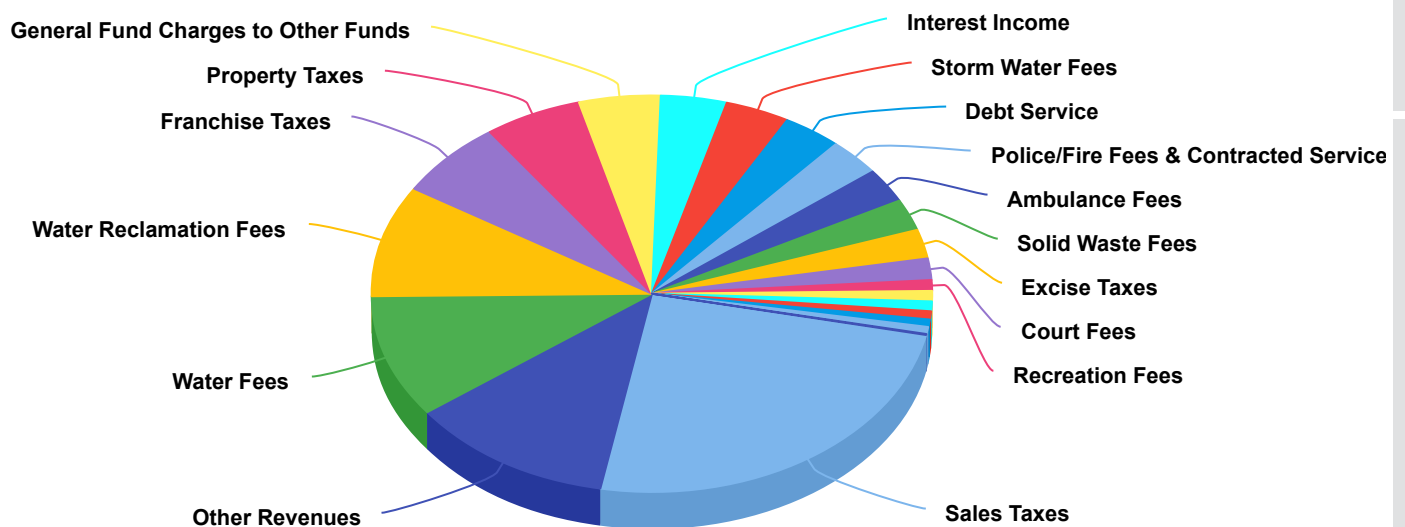


EXHIBIT "A"

EXHIBIT "B"

EXHIBIT "C"

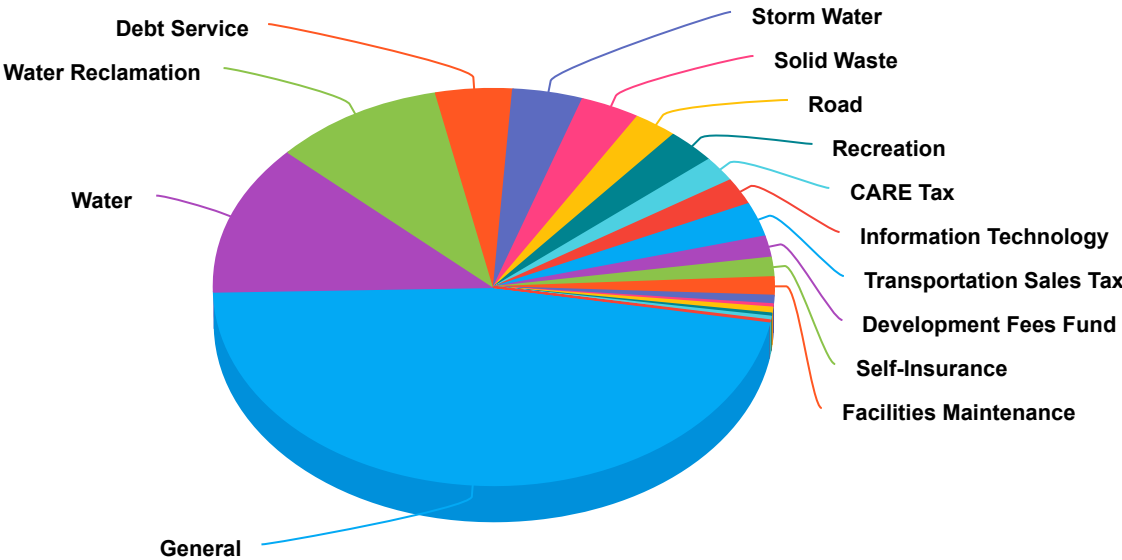
EXHIBIT "A"

EXHIBIT "B"

EXHIBIT "C"

CITY-WIDE EXPENDITURES BY FUND

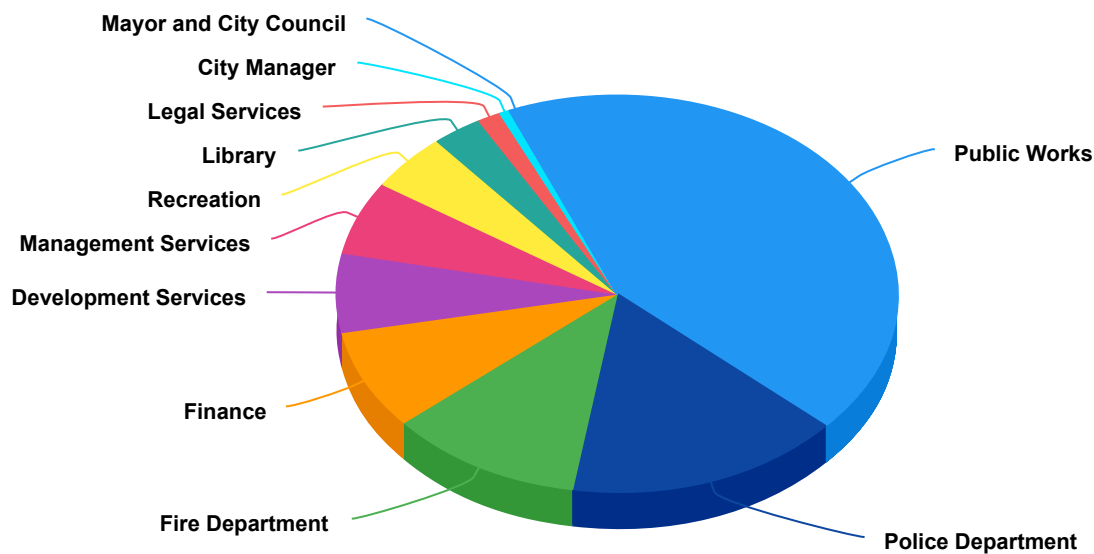
FUND	PERSONNEL	OPERATIONS	CAPITAL	TOTAL	PERCENT
General	\$ 46,743,611	\$ 25,742,077	\$ 2,481,620	\$ 74,967,308	46.8%
Road	1,292,756	925,380	1,781,864	4,000,000	2.5%
CARE Tax	-	1,673,625	1,626,375	3,300,000	2.1%
Telecommunications Billing	-	15,000	-	15,000	0.0%
Transportation Sales Tax	15,986	200,875	4,208,139	4,425,000	2.8%
Development Fees Fund	1,807,549	970,114	-	2,777,663	1.7%
Debt Service	-	7,050,438	-	7,050,438	4.4%
Impact Fee Funds	-	-	450,000	450,000	0.3%
Capital Improvement Projects	-	10,000	410,000	420,000	0.3%
Water	3,090,191	13,723,416	2,831,966	19,645,573	12.3%
Water Reclamation	2,559,149	5,701,262	7,388,453	15,648,864	9.8%
Storm Water	1,303,145	2,262,745	2,926,112	6,492,002	4.1%
Recreation	2,020,067	2,319,133	217,000	4,556,200	2.8%
Solid Waste	-	4,980,359	476,641	5,457,000	3.4%
Fleet Maintenance	698,549	369,801	16,650	1,085,000	0.7%
Purchasing & Warehousing	284,350	170,500	15,150	470,000	0.3%
Self-Insurance	226,840	2,238,160	50,000	2,515,000	1.6%
Information Technology	2,163,716	1,266,484	30,000	3,460,200	2.2%
Facilities Maintenance	1,416,474	993,526	-	2,410,000	1.5%
Orem Foundation Trust	-	156,951	-	156,951	0.1%
Community & Neighborhood Services	104,571	565,547	72,528	742,646	0.5%
Senior Citizens	-	79,850	-	79,850	0.0%
CITY TOTALS	\$ 63,726,954	\$ 71,415,243	\$ 24,982,498	\$ 160,124,695	100.0%
CITY PERCENT	39.8%	44.6%	15.6%	100.0%	



CITY-WIDE EXPENDITURES BY DEPARTMENT

DEPARTMENT	PERSONNEL	OPERATIONS	CAPITAL	TOTAL	PERCENT
Mayor and City Council	\$ 538,848	\$ 429,700	\$ -	\$ 968,548	0.6%
City Manager	562,571	225,599	-	788,170	0.5%
Management Services	3,961,691	4,144,619	80,000	8,186,310	5.1%
Finance	2,734,070	8,322,135	45,150	11,101,355	6.9%
Legal Services	1,743,479	78,950	-	1,822,429	1.1%
Development Services	5,771,196	2,154,763	860,000	8,785,959	5.5%
Police Department	16,919,831	4,727,235	87,528	21,734,594	13.6%
Fire Department	11,426,815	3,761,806	108,500	15,297,121	9.6%
Public Works	13,250,428	24,861,803	19,510,804	57,623,035	36.0%
Recreation	3,324,580	2,807,244	217,000	6,348,824	4.0%
Library	3,248,445	659,535	15,000	3,922,980	2.4%
Non-Departmental *	245,000	19,211,854	4,088,516	23,545,370	14.7%
CITY TOTALS	\$ 63,726,954	\$ 71,385,243	\$ 25,012,498	\$ 160,124,695	100.0%
CITY PERCENTS	39.8%	44.6%	15.6%	100.0%	

* Expenditures of the CARE Tax Fund (\$3,300,000) & Solid Waste Fund (\$5,457,000) are included within the Non-Departmental expenditures since there is no specific department related to their operations.

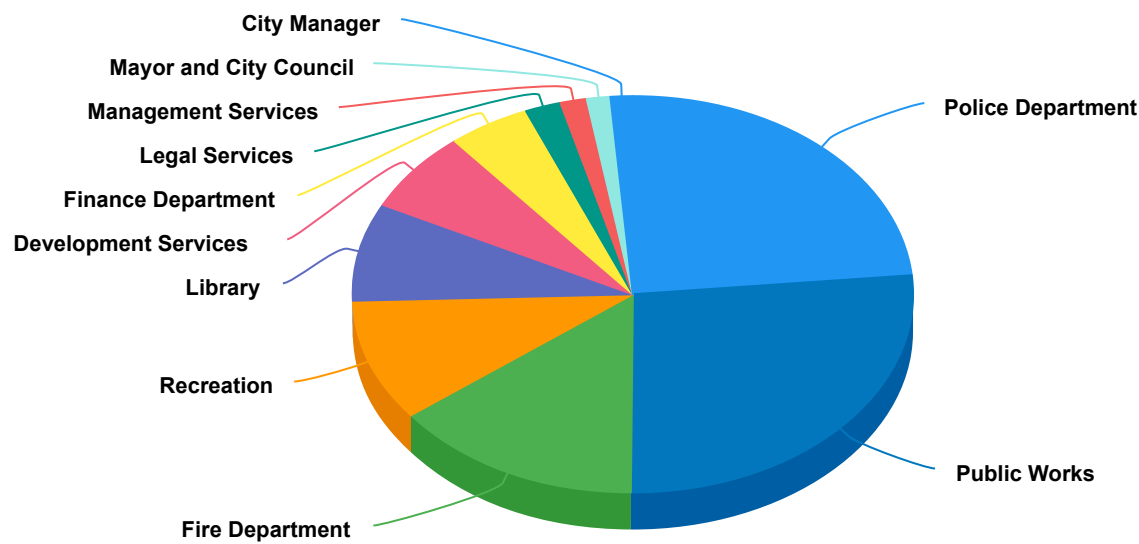


CITY-WIDE STAFFING LIST BY DEPARTMENT

DEPARTMENT	FULL-TIME	PART-TIME	PART-TIME	TOTAL	PERCENT
			NON-BENEFITTED (FTE)*		
Mayor and City Council **	1	7	-	8	1.30%
City Manager	3	-	5	8	1.22%
Management Services	28	-	9	37	5.96%
Finance	27	-	1	28	4.52%
Legal Services	11	-	1	12	1.98%
Development Services	27	-	12	39	6.28%
Police Department	122	-	16	138	22.41%
Fire Department	84	-	1	85	13.78%
Public Works	121	-	36	157	25.45%
Recreation	14	-	45	59	9.49%
Library	28	-	19	47	7.62%
CITY TOTALS	466	7	144	617	100.00%
CITY PERCENTS	75.54%	1.13%	23.32%	100.00%	

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

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



UTILITY AND TAX RATE COMPARISON

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

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

For example, to compare water and sewer rates we have calculated the comparison using the water and sewer usage of an average City of Orem residential customer. The average City resident has a $\frac{3}{4}$ inch water meter, uses 28,000 gallons of water per month, and has an average sewer consumption of 9,000 gallons per month.

We calculated property tax levies based on the average City of Orem home value assessments. The average home value assessment is \$425,000.

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

The City of Orem amounts/rates INCLUDE any proposed fee or tax increases while the amounts/rates listed for other cities are shown at what they currently charge.

UTILITY FEES AND TAX RATE COMPARISONS – SELECTED UTAH CITIES

AVERAGE MONTHLY UTILITY FEES

<u>WATER *</u>		<u>SEWER **</u>		<u>STORM WATER</u>	
West Jordan	\$115.25	Provo	\$71.34	Pleasant Grove	\$22.35
Sandy	\$107.07	Payson	\$66.98	Spanish Fork	\$12.62
Ogden	\$99.81	Saratoga Springs	\$65.25	Lindon	\$11.23
Pleasant Grove ¹	\$93.99	Spanish Fork	\$60.12	Provo	\$10.75
South Jordan	\$92.31	Lindon	\$54.23	Ogden	\$9.70
American Fork ¹	\$92.04	Vineyard	\$50.70	AVERAGE CITY	\$8.75
Lindon ¹	\$91.93	American Fork	\$48.15	South Jordan	\$8.51
West Valley	\$87.80	Eagle Mountain	\$46.89	American Fork	\$8.50
Vineyard	\$78.29	AVERAGE CITY	\$45.68	OREM	\$8.43
AVERAGE CITY	\$77.54	West Jordan	\$44.17	Eagle Mountain	\$8.25
Payson ¹	\$76.78	OREM	\$41.10	Layton	\$7.60
Layton ¹	\$65.59	Springville	\$40.03	Springville	\$7.50
Provo	\$64.47	Lehi	\$39.68	Payson	\$7.15
Eagle Mountain	\$63.01	Pleasant Grove	\$39.47	West Jordan	\$6.34
Saratoga Springs ¹	\$61.27	Ogden	\$38.94	Sandy	\$6.00
Lehi ¹	\$57.92	South Jordan	\$33.00	Saratoga Springs	\$6.00
OREM	\$49.55	West Valley	\$30.74	West Valley	\$6.00
Spanish Fork ¹	\$49.78	Layton	\$29.45	Lehi	\$5.50
Springville	\$48.80	Sandy	\$21.99	Vineyard	\$5.00

AVERAGE MONTHLY UTILITY FEES/AVERAGE TAX RATES

<u>GARBAGE & RECYCLING</u>		<u>PROPERTY TAX</u>		<u>FRANCHISE TAX ***</u>	
Provo	\$26.85	Vineyard	0.28%	American Fork	6.00%
Springville	\$26.00	West Valley	0.28%	Eagle Mountain	6.00%
Ogden	\$24.71	Ogden	0.22%	Layton	6.00%
Payson	\$22.81	Provo	0.18%	Lehi	6.00%
Spanish Fork	\$21.50	American Fork	0.18%	Lindon	6.00%
Layton	\$21.15	West Jordan	0.15%	Ogden	6.00%
Pleasant Grove	\$20.81	AVERAGE CITY	0.14%	OREM	6.00%
West Jordan	\$20.76	South Jordan	0.14%	Payson	6.00%
AVERAGE CITY	\$19.41	Pleasant Grove	0.13%	Pleasant Grove	6.00%
Vineyard	\$19.00	Layton	0.12%	Provo	6.00%
OREM ²	\$18.40	Payson	0.12%	Sandy	6.00%
Lindon	\$17.17	Lehi	0.12%	Saratoga Springs	6.00%
American Fork	\$16.64	Springville	0.11%	South Jordan	6.00%
West Valley	\$16.50	Spanish Fork	0.11%	Spanish Fork	6.00%
South Jordan	\$16.46	Sandy	0.11%	Springville	6.00%
Sandy	\$15.95	Saratoga Springs	0.10%	Vineyard	6.00%
Saratoga Springs	\$15.60	OREM	0.09%	West Jordan	6.00%
Eagle Mountain	\$14.50	Lindon	0.09%	West Valley	6.00%
Lehi	\$14.43	Eagle Mountain	0.05%	AVERAGE CITY	6.00%

* Based on the City of Orem average residential use of 28,000 gallons per month with a 3/4 inch meter. For cities charging varying summer and winter rates, a distribution of 19,000 gallons in the summer and 9,000 gallons in the winter was used.

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

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

(1) This city has pressurized irrigation (secondary) watering for all or a majority of its residents. For these cities, a mix of 12,000 gallons of culinary water to 16,000 gallons of secondary water was utilized. If charged by lot size, an average lot size of 0.33 acres was used.

(2) The City of Orem includes two free transfer station passes.

ESTIMATED FEE & TAX IMPACT ON AVERAGE HOME

CITY	AVERAGE WATER	AVERAGE SEWER	AVERAGE STORM WATER	AVERAGE GARBAGE & RECYCLING	TOTAL UTILITIES	AVG. HOME PROPERTY TAX PER MO. *	TOTAL TAX & FEE PER MO. AVERAGE
Ogden ¹	\$99.81	\$38.94	\$9.70	\$24.71	\$173.16	\$49.00	\$222.16
West Jordan	\$115.25	\$44.17	\$6.34	\$20.76	\$186.52	\$32.81	\$219.33
Vineyard	\$78.29	\$50.70	\$5.00	\$19.00	\$152.99	\$62.20	\$215.19
Provo	\$64.47	\$71.34	\$10.75	\$26.85	\$173.41	\$39.20	\$212.61
Pleasant Grove ¹	\$93.99	\$39.47	\$22.35	\$20.81	\$176.62	\$28.10	\$204.72
American Fork ¹	\$92.04	\$48.15	\$8.50	\$16.64	\$165.33	\$38.91	\$204.24
West Valley	\$87.80	\$30.74	\$6.00	\$16.50	\$141.04	\$60.36	\$201.40
Payson ¹	\$76.78	\$66.98	\$7.15	\$22.81	\$173.72	\$26.11	\$199.83
Lindon ¹	\$91.93	\$54.23	\$11.23	\$17.17	\$174.56	\$18.67	\$193.23
South Jordan ¹	\$92.31	\$33.00	\$8.51	\$16.46	\$150.28	\$31.19	\$181.46
Sandy	\$107.07	\$21.99	\$6.00	\$15.95	\$151.01	\$23.13	\$174.14
Saratoga Springs ¹	\$61.27	\$65.25	\$6.00	\$15.60	\$148.12	\$22.83	\$170.94
Spanish Fork ¹	\$49.78	\$60.12	\$12.62	\$21.50	\$144.02	\$23.75	\$167.77
Layton	\$65.59	\$29.45	\$7.60	\$21.15	\$123.79	\$26.72	\$150.51
Springville	\$48.80	\$40.03	\$7.50	\$26.00	\$122.33	\$25.06	\$147.39
Eagle Mountain	\$63.01	\$46.89	\$8.25	\$14.50	\$132.65	\$11.47	\$144.12
Lehi ¹	\$57.92	\$39.68	\$5.50	\$14.43	\$117.53	\$25.23	\$142.76
OREM ²	\$49.55	\$41.10	\$8.43	\$18.40	\$117.48	\$19.54	\$137.02

* Assumes \$425,000 home taxed at 55.0% of market value.

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

⁽²⁾ The City of Orem includes two free transfer station passes.

EXHIBIT "A"

EXHIBIT "B"

EXHIBIT "C"

EXHIBIT "A"

STATEMENT OF INDEBTEDNESS

TYPE & NAME OF INDEBTEDNESS	INTEREST RATES	FISCAL YEAR OF COMPLETION	TOTAL AMOUNT ISSUED	EXPECTED PRINCIPAL BALANCE JUNE 30, 2024	FISCAL YEAR 2024-2025
General Obligation Bonds					
General Obligation Refunding Bonds, Series 2014	0.25% to 3.0%	2024-2025	\$ 9,645,000	\$ 1,080,000	\$ 1,093,500
General Obligation Bonds, Series 2019	3.625% to 5.0%	2047-2048	24,500,000	24,500,000	1,188,112
			34,145,000	25,580,000	2,281,612
Revenue Bonds					
Water Revenue Bonds, Series 2005B	1.48%	2025-2026	3,000,000	341,000	174,047
Water & S. Sewer Rev Refunding Bonds, Series 2013	2.18%	2025-2026	12,801,000	2,656,000	1,356,589
Water & S. Sewer Rev Refunding Bonds, Series 2016	2.00% to 4.50%	2028-2029	4,380,000	3,880,000	255,550
Water, Sewer & S.S. Revenue Bonds, Series 2021A	3.00% to 5.00%	2046-2047	29,320,000	27,980,000	1,873,550
Water, Sewer & S.S. Revenue Bonds, Series 2021B	0.00%	2031-2032	11,889,000	4,760,000	595,000
Sales Tax Bonds, Series 2024 (Estimated)	4.00%	2044-2045	10,000,000	-	650,000
			71,390,000	39,617,000	4,904,736
Lease / Purchase Obligations					
Energy Improvements Lease - City Facilities - 2016	2.06%	2030-2031	6,739,000	3,622,000	555,064
			6,739,000	3,622,000	555,064
Other					
Section 108 Housing & Urban Dev. Loan - 2006	Variable	2025-2026	1,320,000	195,000	99,005
			1,320,000	195,000	99,005

EXHIBIT "B"

TYPE & NAME OF INDEBTEDNESS	PURPOSE OF INDEBTEDNESS
General Obligation Bonds	
General Obligation Refunding Bonds, Series 2014	Refunded 2005 & 2006 General Obligation Road Construction Bonds.
General Obligation Bonds, Series 2019	Construction of Library Hall and Reconstruction of Fitness Center
Revenue Bonds	
Water Revenue Bonds, Series 2005B	Water line projects.
Water & Storm Sewer Rev Refunding Bonds, Series 2013	Partially refunded the 2005A Water & Storm Sewer Revenue Bonds.
Water & Storm Sewer Rev Refunding Bonds, Series 2016	Partially refunded the 2008 Water & Storm Sewer Revenue Bonds.
Water, Sewer and S.S. Revenue Bonds, Series 2021A	Water Tank and various master plan projects.
Water, Sewer and S.S. Revenue Bonds, Series 2021B	Treatment plant expansion.
Sales Tax Bonds, Series 2024 (Estimated)	To be issued for new Fire Training Facility & for Public Safety Building improvements.
Lease / Purchase Obligations	
Energy Improvements Lease - City Facilities - 2016	Energy improvements for street lighting system and various city facilities.
Other	

EXHIBIT "C"

General Fund

GENERAL FUND

OVERVIEW

The General Fund is the major operating fund of the City. The fund supports administrative, finance, police, fire, library, commercial and residential development, traffic control, parks, cemetery, recreation programs, and legal activities of the City. It also partially supports street maintenance and construction.

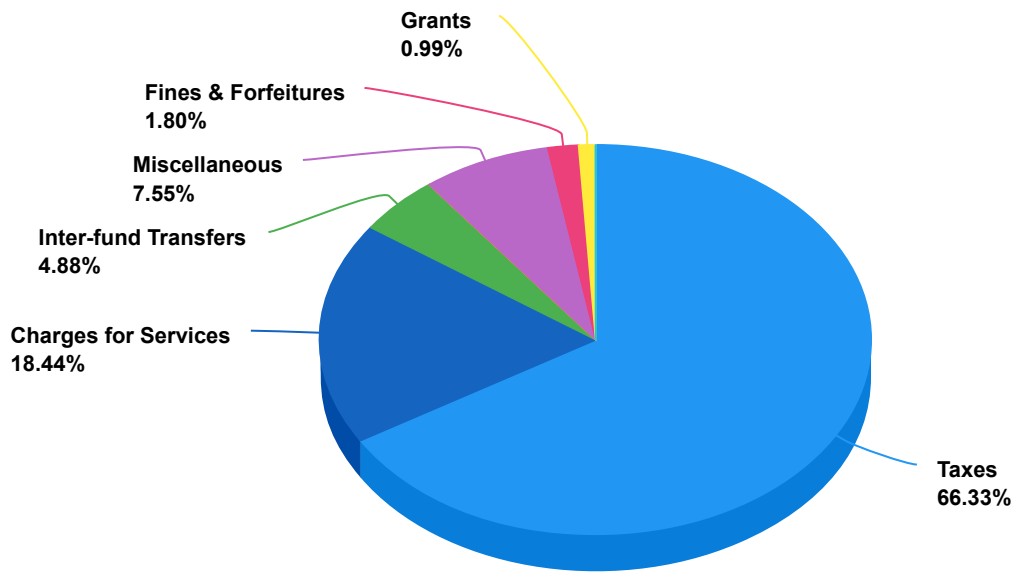
General Fund activities are primarily supported by tax, fee, and fine revenues. Tax revenues include sales, property, franchise, and transient room taxes. Fees include charges for services such as passport, recreation programs, business and rental licenses, cemetery interment and lot sales, justice court fees, fire inspections, and ambulance services. Fines include justice court fines, library fines, false alarms, parking tickets, and nuisance abatement.

REVENUES

Total General Fund revenues consist primarily of taxes (65.3%). The percentage of total revenues related to taxes consists of sales taxes (65.2%), franchise taxes (18.3%), property taxes (15.8%), and transient room taxes (0.4%). Charges for services are also a significant source of city revenues. General Fund revenues are divided into eight operating types:

Primary Revenue Description	Amount	Percent of Total Revenues
Taxes	\$ 49,008,868	65.37%
Charges for Services - Admin, Rec, Public Safety, Court, & Cemetery Services	\$ 13,626,730	18.18%
Inter-fund Transfers	\$ 3,605,487	4.81%
Business Services Charges	\$ 1,085,000	1.45%
Miscellaneous (Interest, Library Charges, Asset Sales, Facility Rentals, etc.)	\$ 5,577,623	7.44%
Fines and Forfeitures	\$ 1,329,100	1.77%
Federal, State and Other Grants	\$ 734,500	0.98%
Appropriations of Surplus	\$ 0	0.00%
Total	\$ 74,967,308	100.00%

GENERAL FUND REVENUES



TAXES

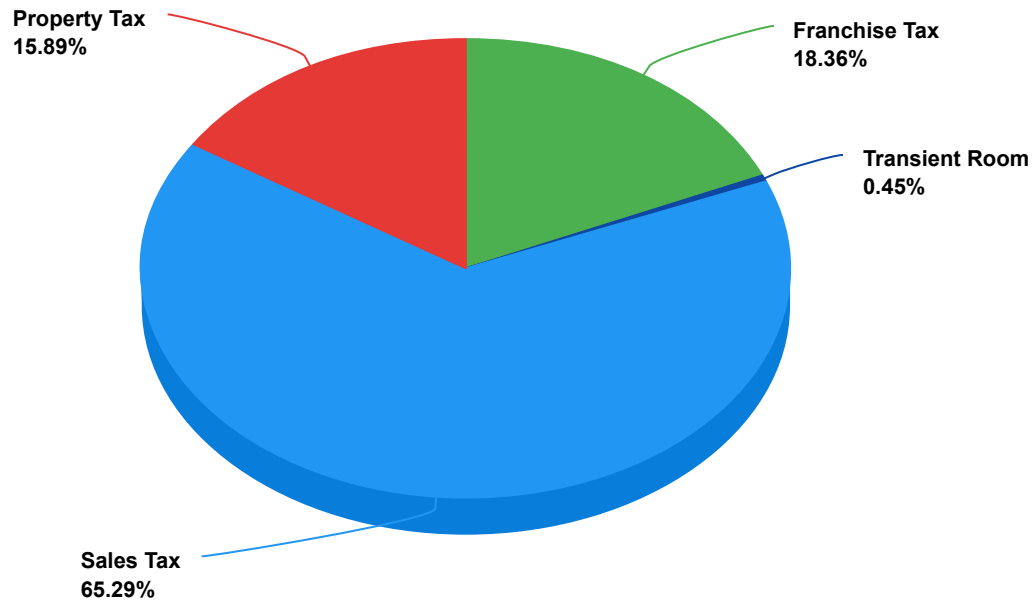


EXHIBIT "A"

EXHIBIT "B"

EXHIBIT "C"

GENERAL FUND

REVENUES

REVENUE DESCRIPTION	ACTUAL FY '21-'22	ACTUAL FY '22-'23	ESTIMATED ACTUAL FY '23-'24	TENTATIVE BUDGET FY '24-'25
Taxes				
Sales Taxes	\$ 31,788,904	\$ 32,060,369	\$ 32,000,500	\$ 32,000,100
Property Taxes	7,493,988	7,602,697	7,603,768	7,788,768
Franchise Taxes	8,088,605	8,864,571	8,900,000	9,000,000
Transient Room Taxes	216,791	247,942	210,000	220,000
	47,588,287	48,775,579	48,714,268	49,008,868
Business Services Charges				
Business Licenses & Permits	831,508	843,883	815,000	825,000
Engineering & Other Related Fees	2,321,503	280,819	260,000	260,000
	3,153,011	1,124,702	1,075,000	1,085,000
Federal, State and Other Grants				
Grant - Library Development - CLEF	28,290	27,029	59,185	21,500
Grant - EMPG	32,500	28,000	28,000	28,000
Grant - MCTF - JAG - SAFG/STFG	275,000	275,000	275,000	275,000
Grant - MCTF - HIDTA	332,306	319,232	279,000	-
Grant - Click It or Ticket / Highway Safety	7,243	3,906	-	-
Grant - Victims of Crime Act (VOCA)	111,279	86,061	59,133	-
Grant - Internet Crimes Against Children (ICAC)	14,122	4,169	20,000	-
Grant - Municipal Recreation Grant	-	-	-	-
Mountainlands / Senior Citizens	4,608	6,061	10,000	10,000
Liquor Allotment	110,028	118,642	100,000	120,000
Volkswagen Environmental Mitigation Award	-	860,114	-	-
Grant - All Other Grants	182,778	28,293	-	280,000
	732,598	1,756,506	830,319	734,500
Charges for Services				
Administration Charge	2,915,053	3,040,738	2,703,558	2,813,989
Fees - Planning	155,262	-	-	-
Fees - Notices	9,541	-	-	-
Fees - Passport Program	205,382	241,549	134,000	165,000
Fees - 311 Services / Utility Billing	775,018	881,351	878,032	857,353
Fees - Road Maintenance	268,680	280,260	309,840	325,620
Fees - Fingerprinting	24,611	24,109	20,000	20,000
Fees - Traffic School & Public Safety Reports	200,317	206,943	192,000	187,000
Fees - E911 Surcharge	874,217	932,560	825,000	-
Task Force Revenues - MCTF	266,750	264,250	294,239	204,249
Fees - Lindon & Vineyard Fire Services	3,007,476	3,281,915	3,250,000	3,933,919
Fees - Ambulance Services	2,669,245	3,026,858	2,700,500	2,800,500
Fees - Police Services - Other	364,769	419,411	365,000	441,000
Fees - Fire Services - Other	71,484	70,548	335,500	321,500
Fees - Justice Court	112,710	104,722	101,500	113,700
Fees - Recreation Programs	482,924	438,925	420,550	492,900
Fees - Cemetery	1,082,677	887,591	950,000	920,000
Fees - Utility Activation	38,978	27,117	35,000	30,000
	13,525,095	14,128,847	13,514,719	13,626,730

GENERAL FUND REVENUES

REVENUES

(continued)

REVENUE DESCRIPTION	ACTUAL FY '21-'22	ACTUAL FY '22-'23	ESTIMATED ACTUAL FY '23-'24	TENTATIVE BUDGET FY '24-'25
<u>Fines and Forfeitures</u>				
Fines - District Court	33,308	50,800	31,000	40,000
Fines - Alcohol	-	-	100	100
Fines - Nuisance Abatement	11,815	9,420	5,000	5,000
Fines - Parking Tickets	56,573	49,157	60,000	60,000
Fines - Library	44,042	42,263	35,000	35,000
Fines - Justice Court	1,178,256	1,326,174	1,091,000	1,189,000
	1,323,993	1,477,814	1,222,100	1,329,100
<u>Miscellaneous Revenues</u>				
Interest and Investment Earnings	(1,020,674)	3,974,279	4,003,000	3,705,000
Rental and Lease Revenues	141,177	198,018	185,254	255,002
Sale of Fixed Assets	132,900	183,936	112,200	285,000
Oremfest and Special Events	-	-	-	121,021
Library Sales and Fees	192,993	190,444	206,200	150,000
UIA / Utopia Operations Reimbursement	-	-	510,600	960,000
Miscellaneous Revenues	929,529	1,079,107	71,355	101,600
	375,925	5,625,784	5,088,609	5,577,623
<u>Inter-fund Transfers</u>				
Contributions from Other Funds	3,712,908	3,706,862	3,706,586	3,605,487
	3,712,908	3,706,862	3,706,586	3,605,487
<u>Appropriations of Surplus</u>				
App Surp - Operations	-	-	-	-
	-	-	-	-
TOTALS - GENERAL FUND	\$ 70,411,817	\$ 76,596,094	\$ 74,151,600	\$ 74,967,308

EXHIBIT "A"

EXHIBIT "B"

EXHIBIT "C"

GENERAL FUND

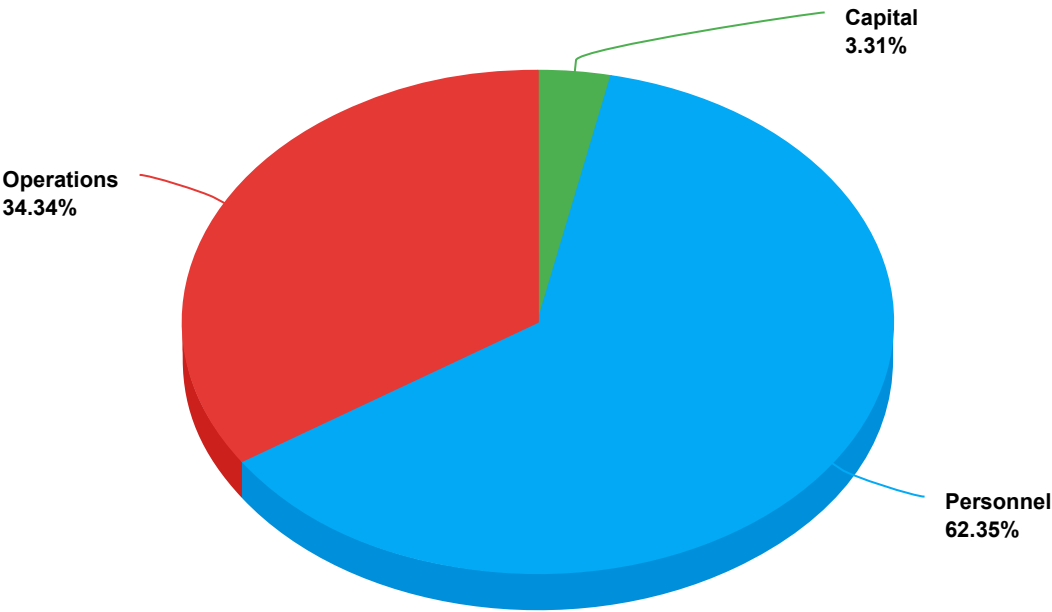
EXPENDITURES

The General Fund is the major operating fund of the City encompassing approximately 48% of all City expenditures. Of this total, approximately 63% of the operating costs are applied to salaries, wages, and benefits. The General Fund includes the activities of the following operating departments:

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

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

EXPENDITURES BY CATEGORY

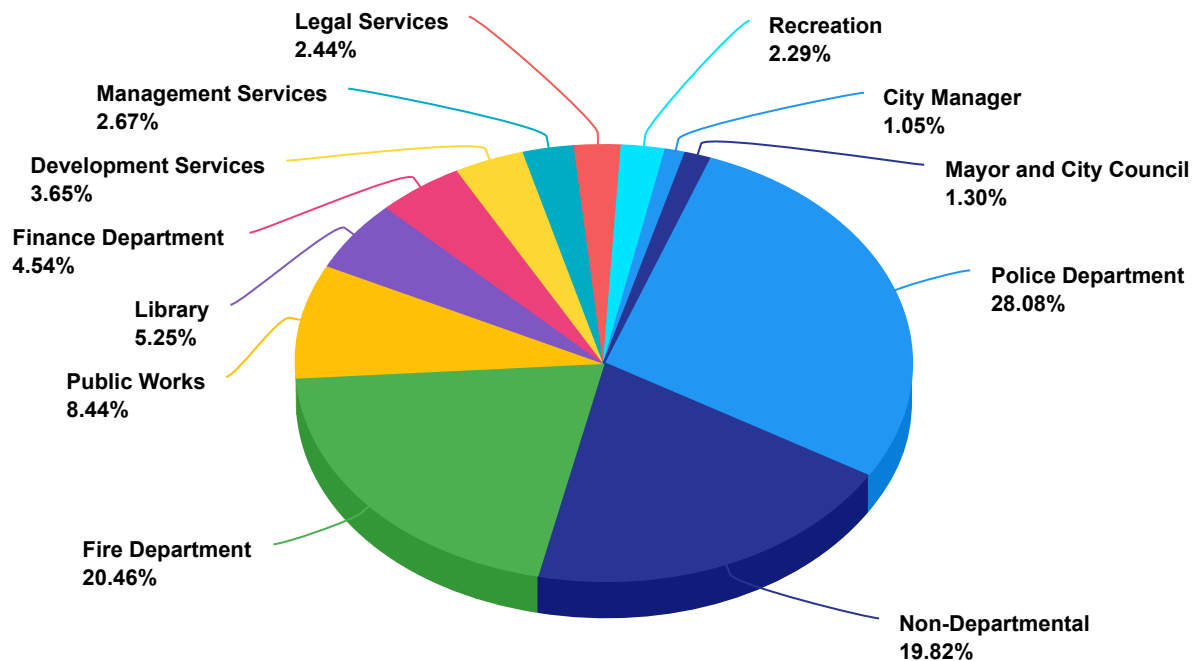


GENERAL FUND**BUDGET SUMMARY**

DEPARTMENT	# OF EMP. *	PERSONNEL	OPERATIONS	CAPITAL	TOTAL
Mayor and City Council	8	\$ 538,848	\$ 429,700	\$ -	\$ 968,548
City Manager	3	562,571	225,599	-	788,170
Management Services	12	1,571,135	639,975	-	2,211,110
Finance Department	24	2,449,720	944,246	-	3,393,966
Legal Services	11	1,743,479	78,950	-	1,822,429
Development Services	16	2,547,173	181,123	-	2,728,296
Police Department	122	16,815,260	4,161,688	15,000	20,991,948
Fire Department	83	11,426,815	3,761,806	108,500	15,297,121
Public Works	41	4,290,652	1,663,324	357,620	6,311,596
Recreation	9	1,304,513	408,261	-	1,712,774
Library	28	3,248,445	659,535	15,000	3,922,980
Non-Departmental **	0	245,000	12,587,870	1,985,500	14,818,370
TOTALS	357	\$ 46,743,611	\$ 25,742,077	\$ 2,481,620	\$ 74,967,308
		62.35%	34.34%	3.31%	

* Number of benefitted employees

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

EXPENDITURES BY DEPARTMENT

MAYOR AND CITY COUNCIL



Back Row: Chris Killpack, David Spencer, Tom Macdonald, Jeff Lambson

Front Row: LaNae Millett, Mayor David Young, Jenn Gale

The City of Orem's City Council consists of the Mayor and six Council members who are all elected at large. Although the Mayor leads the City Council, this position carries one vote equal to the rest of the City Council.

The City of Orem has a Manager/Council form of government which allows for a full-time City Manager and a part-time Mayor. The Mayor and Council members serve staggered four-year terms on a part-time basis. Elections in the City of Orem are non-partisan.

The Mayor and City Council members are as follows:

Mayor

David Young

City Council Members

Jeff Lambson	Tom Macdonald
Jenn Gale	David Spencer
Chris Killpack	LaNae Millett

The Mayor and City Council members participate with various commissions, committees, and councils. They include, but are not limited to, the following: Planning Commission, Beautification Advisory Commission, Arts Council, Heritage Advisory Commission, Historic Preservation Commission, Public Works Commission, Library Advisory Commission, Recreation Advisory Commission, Senior Citizens Advisory Commission, Natural Resources Stewardship Committee, Youth City Council, Oremfest Committee, CARE Advisory Commission, CDBG Advisory Commission, and the Transportation Commission.

MAYOR AND CITY COUNCIL

OVERVIEW

The Mayor and the six members of the City Council are elected to set policy for the City and to provide direction, resources, and leadership so that the City Manager may accomplish the position's duties and responsibilities. The City Manager, in turn, supports the Mayor and City Council by assisting them in accomplishing their duties and responsibilities by identifying problem areas needing their attention, preparing an annual budget, and advising them of the financial condition and needs of the City.

The Mayor presides at all council meetings and serves as Chairperson. The Mayor executes all bonds, notes, contracts, and written obligations of the City, as required by law. The Mayor represents the City in its external affairs and acts as the City's chief ceremonial officer. The Mayor makes appointments to advisory boards, commissions, and committees. The Mayor has all of the same powers, duties, and privileges as other City Council members.

City Council members determine City policy directives by passing, modifying, or repealing ordinances and/or resolutions. They appropriate funds for City operations and authorize the issuance of bonds and other debt instruments. They are to hold regular meetings in accordance with Utah State law. They appoint, evaluate, and remove, if necessary, the City Manager.

The Mayor and City Council department includes the following divisions:

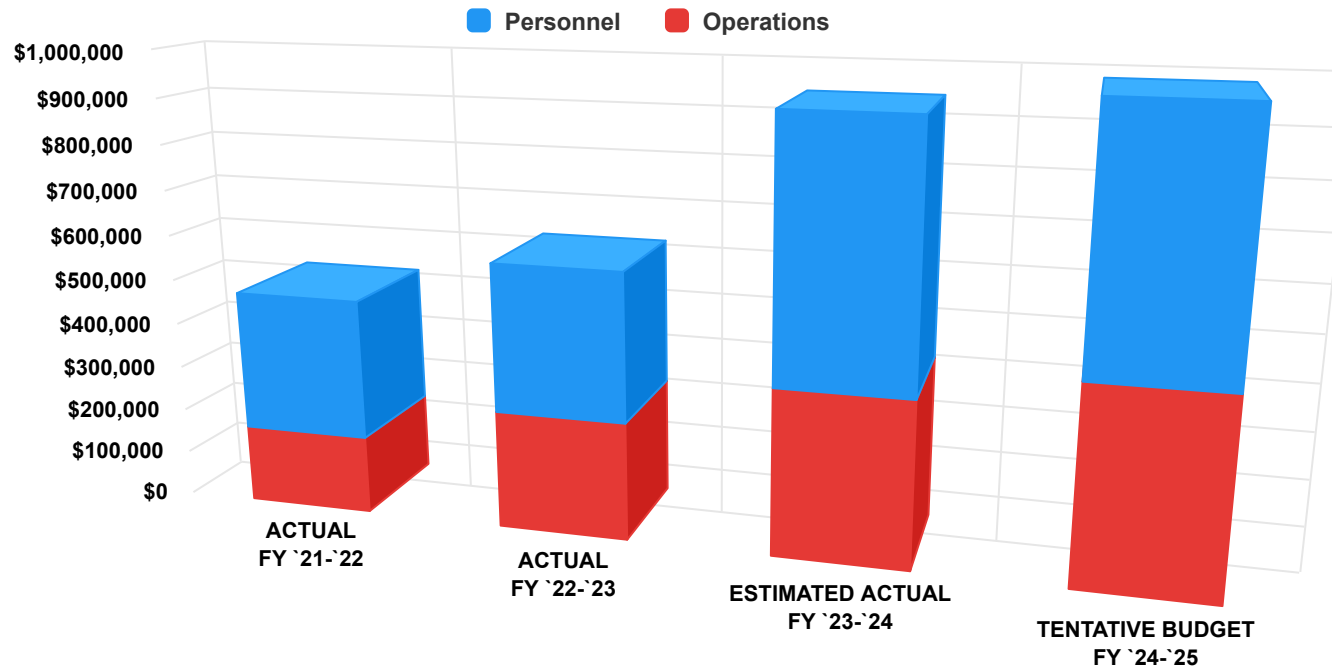
- Mayor and City Council
- Community Promotion
- Advisory Boards and Commissions
- Legislative Counsel

EXHIBIT "A"

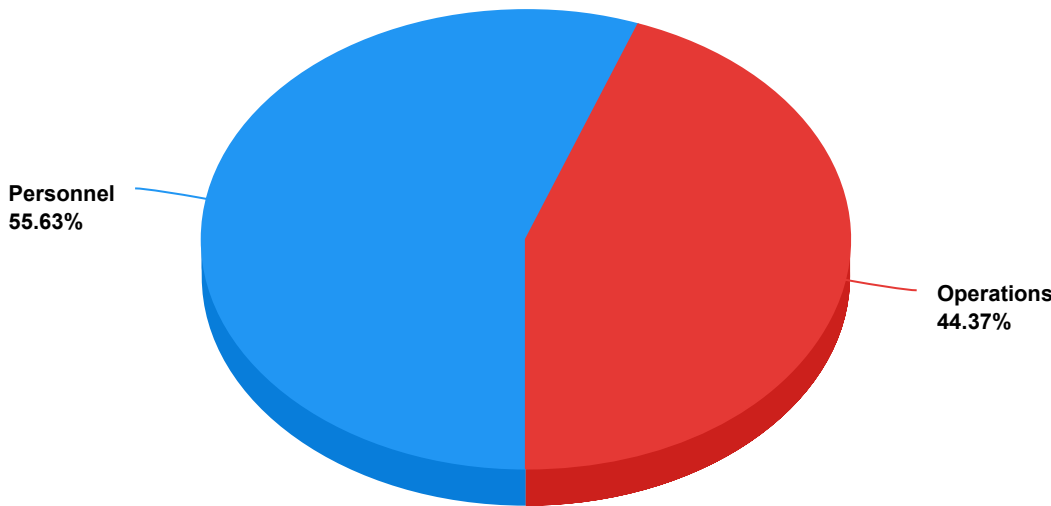
EXHIBIT "B"

EXHIBIT "C"

MAYOR AND CITY COUNCIL
EXPENDITURES COMPARISON BY FISCAL YEAR



EXPENDITURES BY CATEGORY (FY '24-'25)



MAYOR AND CITY COUNCIL

EXPENDITURES SUMMARY

DIVISION	ACTUAL FY `21-`22	ACTUAL FY `22-`23	ESTIMATED ACTUAL FY `23-`24	TENTATIVE BUDGET FY `24-`25	# OF EMP. *
<u>Mayor and City Council</u>					
Personnel	\$ 308,403	\$ 326,346	\$ 343,724	\$ 336,554	7
Operations	110,017	142,838	148,360	103,500	
Capital	-	-	-	-	
	418,420	469,184	492,084	440,054	
<u>Community Promotion</u>					
Personnel	-	-	-	-	0
Operations	45,317	106,479	160,028	284,000	
Capital	-	-	-	-	
	45,317	106,479	160,028	284,000	
<u>Advisory Boards & Commissions</u>					
Personnel	-	-	-	-	0
Operations	14,935	10,260	52,649	40,700	
Capital	-	-	-	-	
	14,935	10,260	52,649	40,700	
<u>Office of Legislative Counsel</u>					
Personnel	-	-	216,522	202,294	1
Operations	-	-	1,500	1,500	
Capital	-	-	-	-	
	-	-	218,022	203,794	
<u>TOTAL MAYOR & CITY COUNCIL</u>					
Personnel	\$ 308,403	\$ 326,346	\$ 560,246	\$ 538,848	8
Operations	170,269	259,577	362,538	429,700	
Capital	-	-	-	-	
TOTALS	\$ 478,672	\$ 585,922	\$ 922,784	\$ 968,548	

* Number of benefited employees

EXHIBIT "A"

EXHIBIT "B"

EXHIBIT "C"

EXHIBIT "A"

CITY MANAGER

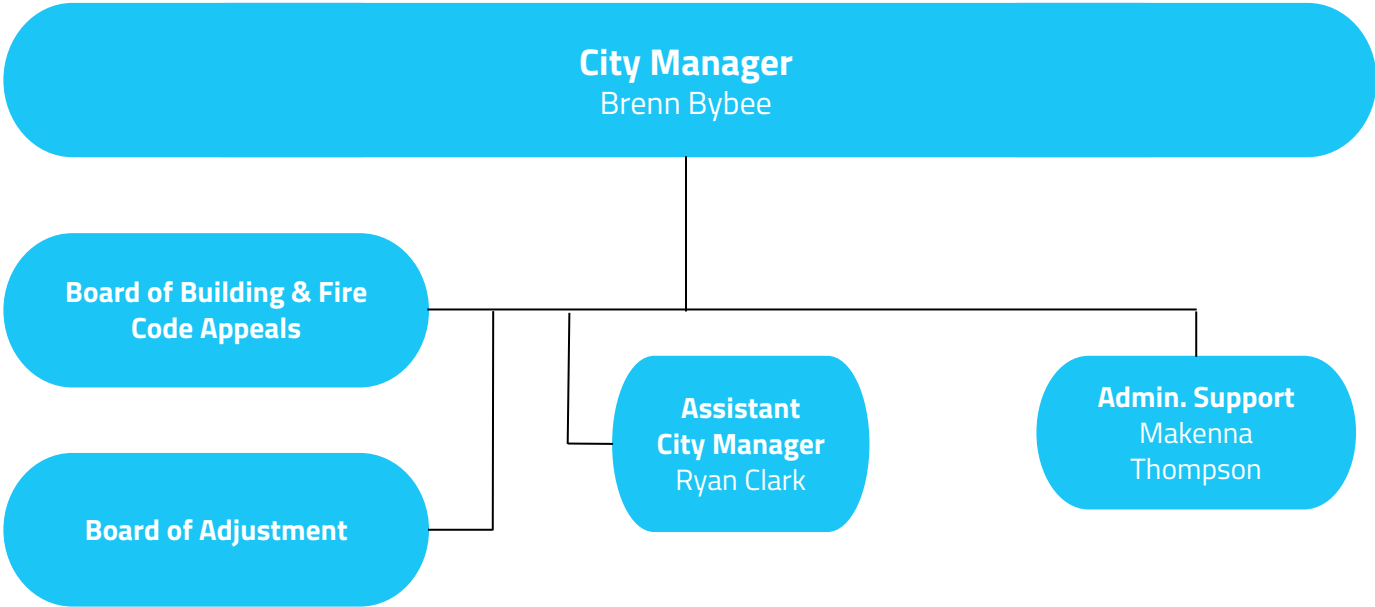


EXHIBIT "B"

EXHIBIT "C"

CITY MANAGER

OVERVIEW

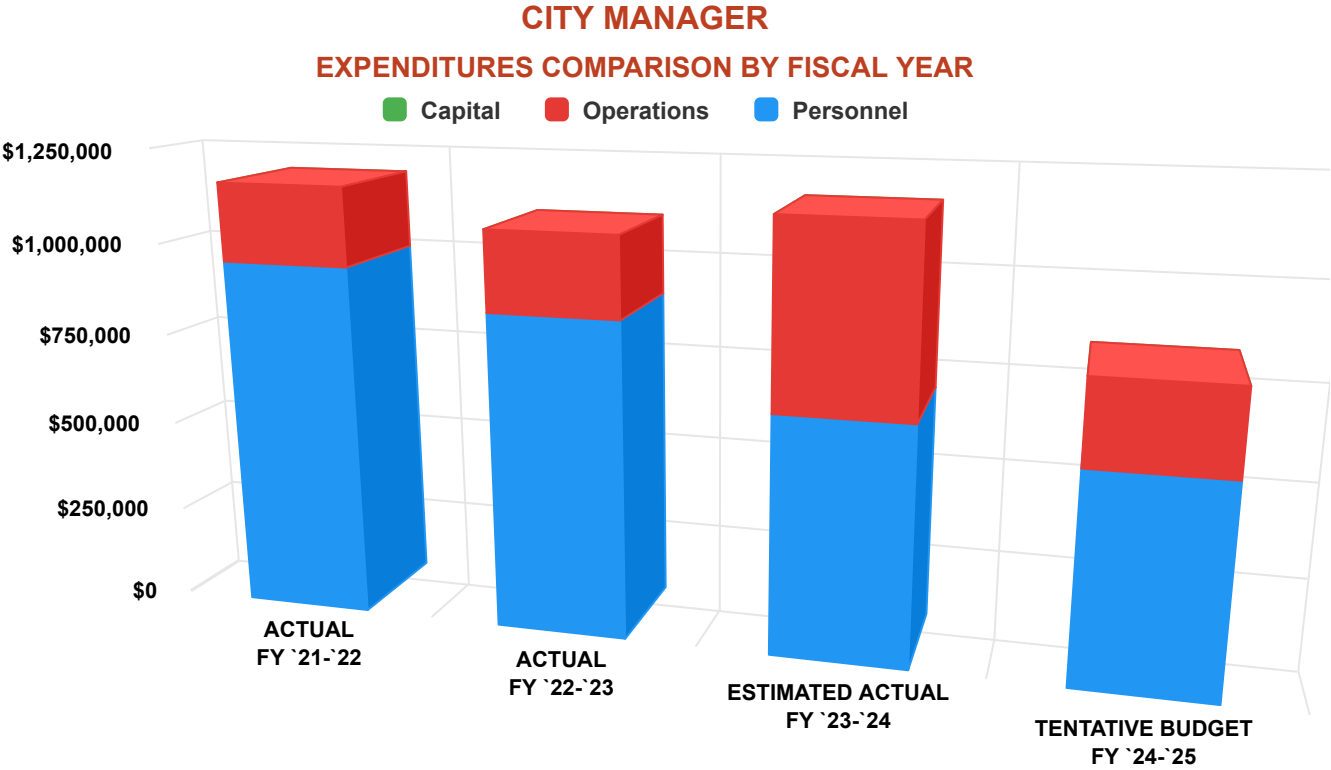
The City Manager's department, through the City Manager's Office, organizes and directs the management of the executive affairs of the City, provides oversight to the operating departments of the City, and ensures the policies, plans, and programs of the Mayor and City Council are implemented.

The City Manager's Office also provides annual and special reports concerning the financial, administrative, and operational activities of the various offices, departments, boards, etc. of the City.

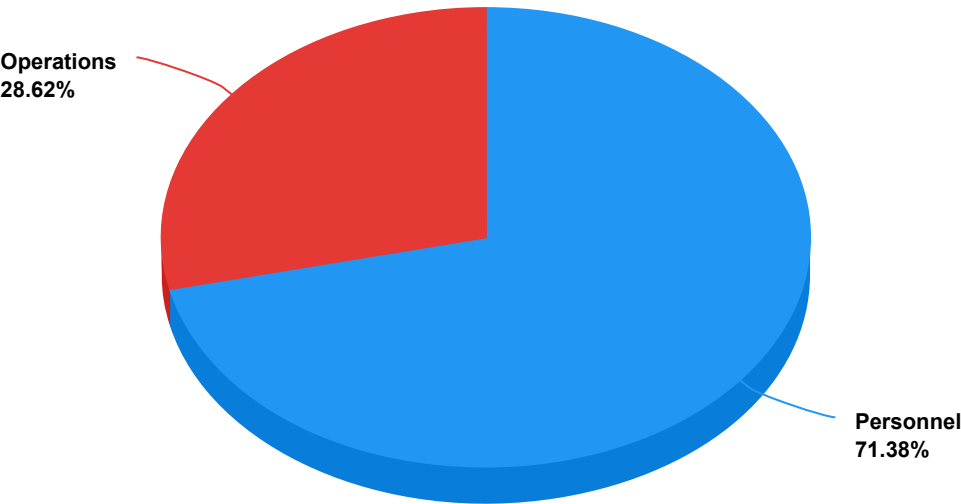
EXHIBIT "A"

EXHIBIT "B"

EXHIBIT "C"



EXPENDITURES BY CATEGORY (FY '24-'25)



CITY MANAGER

EXPENDITURES SUMMARY

DIVISION	ACTUAL FY `21-`22	ACTUAL FY `22-`23	ESTIMATED ACTUAL FY `23-`24	TENTATIVE BUDGET FY `24-`25	# OF EMP. *
<u>City Manager's Office</u>					
Personnel	\$ 960,791	\$ 857,787	\$ 645,587	\$ 562,571	3
Operations	160,226	178,840	432,163	225,599	
Capital	-	-	-	-	
	1,121,017	1,036,627	1,077,750	788,170	
<u>Neighborhoods in Action</u>					
Personnel	-	-	-	-	0
Operations	48,826	40,015	60,470	-	
Capital	-	-	-	-	
	48,826	40,015	60,470	-	
<u>TOTAL CITY MANAGER</u>					
Personnel	\$ 960,791	\$ 857,787	\$ 645,587	\$ 562,571	3
Operations	\$ 209,052	\$ 218,855	\$ 492,633	\$ 225,599	
Capital	-	-	-	-	
TOTALS	\$ 1,169,843	\$ 1,076,642	\$ 1,138,220	\$ 788,170	

* Number of benefitted employees

EXHIBIT "A"

EXHIBIT "B"

EXHIBIT "C"

EXHIBIT "A"

EXHIBIT "B"

EXHIBIT "C"

CITY MANAGER
PERSONNEL SUMMARY

DIVISION	HOURLY PAY RATES		FULL-TIME EQUIVALENT		
	MINIMUM	MAXIMUM	ACTUAL	ESTIMATED	TENTATIVE
			FY `22-`23	FY `23-`24	BUDGET FY `24-`25
City Manager's Office					
Full-time:					
City Manager	\$0.00	\$0.00	1.00	1.00	1.00
Assistant City Manager	\$71.36	\$107.04	1.00	1.00	1.00
Deputy City Manager	N/A	N/A	1.00	0.00	0.00
Office Administrator	\$24.24	\$33.39	1.00	1.00	1.00
			5.00	3.00	3.00
Variable-hour/Seasonal:					
Management Intern	\$14.00	\$21.00	1.25	1.50	1.50
			6.25	4.50	4.50
-					
TOTAL CITY MANAGER					
Full-time			5.00	3.00	3.00
Variable-hour/Seasonal			1.25	1.50	1.50
TOTAL FULL-TIME EQUIVALENTS (FTE)			6.25	3.00	4.50

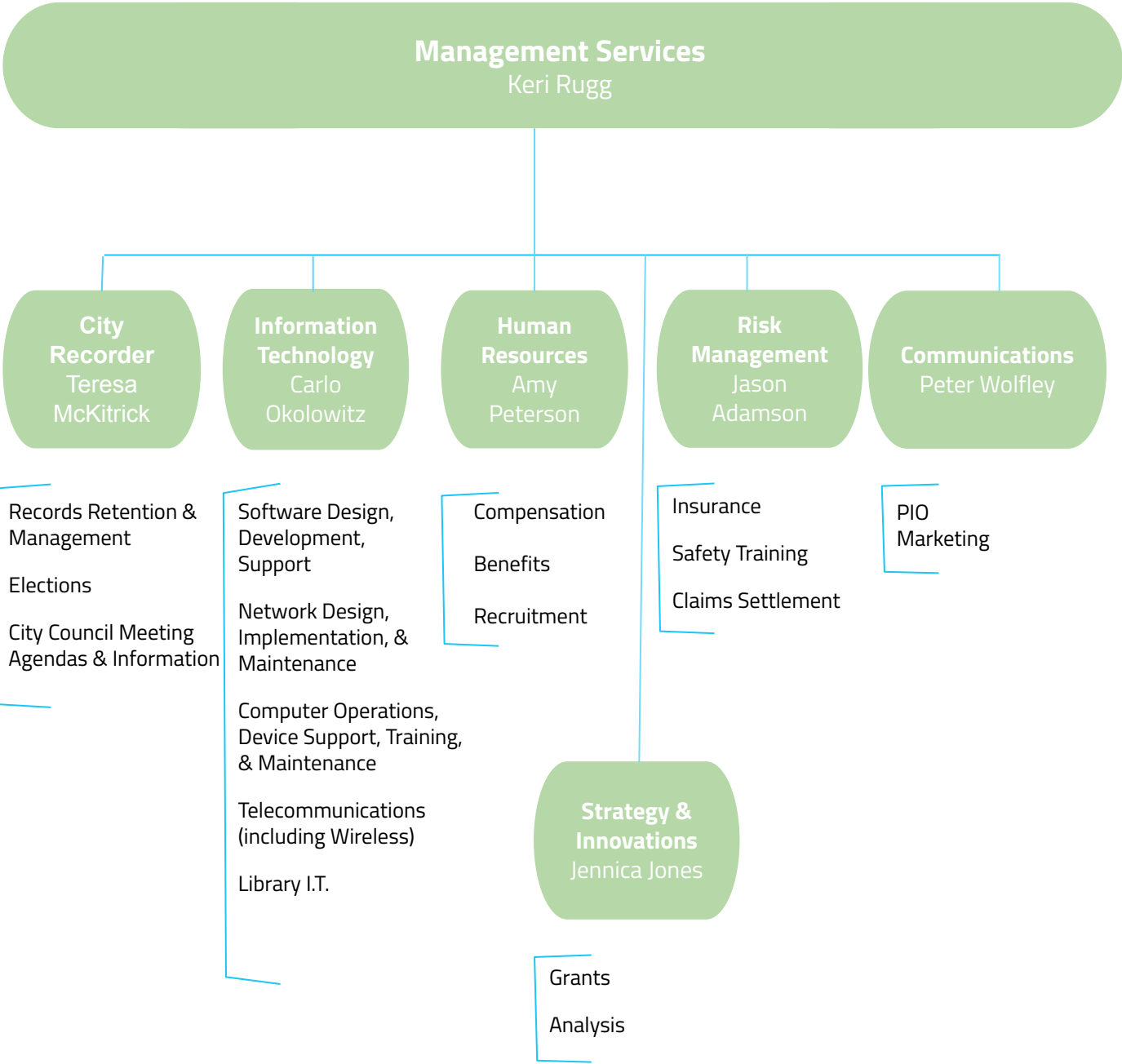
EXHIBIT "A"

EXHIBIT "B"

EXHIBIT "C"



Management Services



MANAGEMENT SERVICES

OVERVIEW

The Management Services department provides Human Resources, Risk Management, and IT services to all departments of the City along with the administration of the City Recorder's Office and Public Information Office.

The Management Services department includes the following divisions:

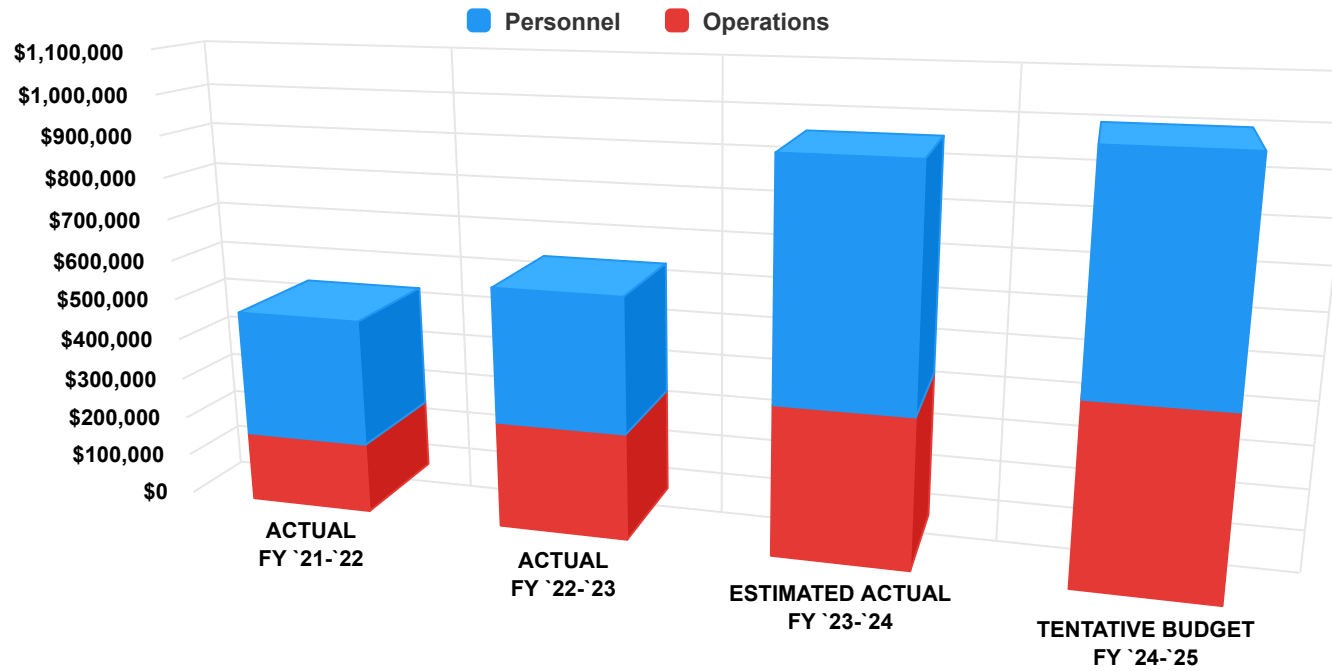
- Management Services Administration
- City Recorder
- Information Technology (*Information Technology Fund*)
- Human Resources
- Strategy & Innovations
- Risk Management (*Self Insurance Fund*)
- Communications
- Orem Community Foundation (*Orem Foundation Trust Fund*)

EXHIBIT "A"

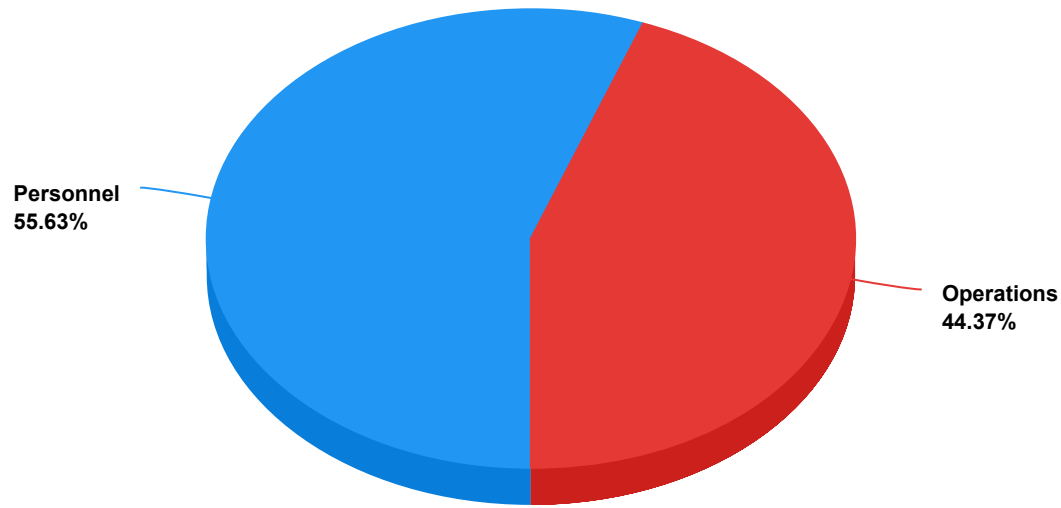
EXHIBIT "B"

EXHIBIT "C"

MANAGEMENT SERVICES
EXPENDITURES COMPARISON BY FISCAL YEAR



EXPENDITURES BY CATEGORY (FY '24-'25)



MANAGEMENT SERVICES

EXPENDITURES SUMMARY

DIVISION	ACTUAL FY '21-'22	ACTUAL FY '22-'23	ESTIMATED ACTUAL FY '23-'24	TENTATIVE BUDGET FY '24-'25	# OF EMP. *
<u>Management Services Administration</u>					
Personnel	\$ -	\$ 402,249	\$ 402,249	\$ 243,462	1
Operations	-	342,595	342,595	18,075	
Capital	-	-	-	-	
	-	744,844	744,844	261,537	
<u>Human Resources</u>					
Personnel	405,053	139,816	343,230	457,063	5
Operations	344,521	9,744	430,866	380,000	
Capital	-	-	-	-	
	749,574	149,560	774,096	837,063	
<u>Communications</u>					
Personnel	-	92,469	219,772	335,300	2
Operations	-	8,987	159,334	146,200	
Capital	-	-	-	-	
	-	101,457	379,106	481,500	
<u>Strategy & Innovations</u>					
Personnel	-	-	-	375,480	3
Operations	-	-	-	30,000	
Capital	-	-	-	-	
	-	-	-	405,480	
<u>City Recorder</u>					
Personnel	143,604	152,824	177,027	159,830	1
Operations	208,102	33,757	231,100	65,700	
Capital	-	-	-	-	
	351,705	186,581	408,127	225,530	
<u>TOTAL MANAGEMENT SERVICES DEPARTMENT</u>					
Personnel	\$ 548,656	\$ 787,359	\$ 1,142,278	\$ 1,571,135	12
Operations	552,623	395,083	1,163,896	639,975	
Capital	-	-	-	-	
TOTALS	\$ 1,101,279	\$ 1,182,442	\$ 2,306,174	\$ 2,211,110	

* Number of benefitted employees

EXHIBIT "A"

EXHIBIT "B"

EXHIBIT "C"

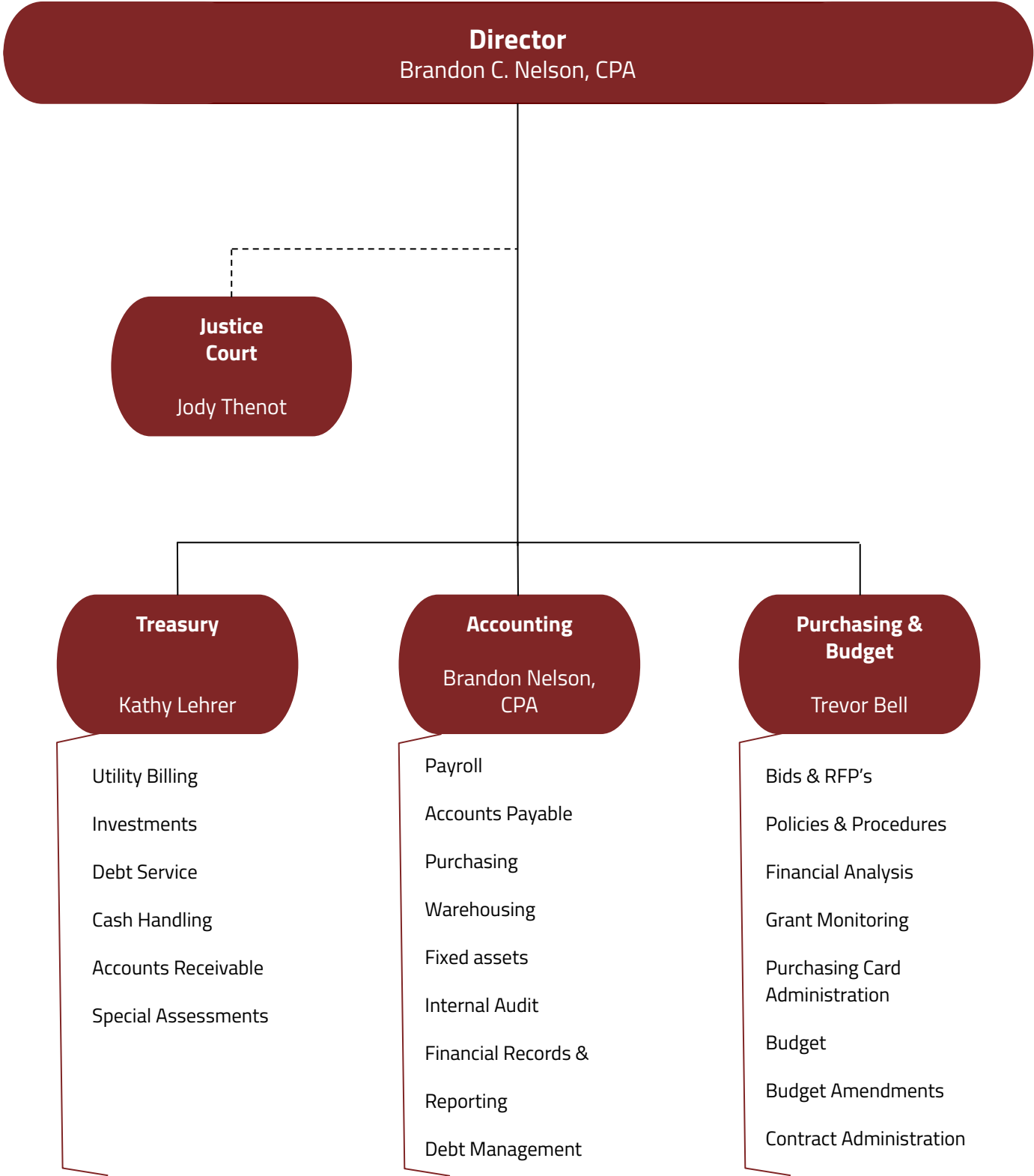
MANAGEMENT SERVICES**PERSONNEL SUMMARY**

DIVISION	HOURLY PAY RATES		FULL-TIME EQUIVALENT		
	MINIMUM	MAXIMUM	ACTUAL	ESTIMATED	TENTATIVE
			FY '22-'23	FY '23-'24	BUDGET FY '24-'25
<u>Management Services Admin</u>					
Full-time:					
Management Services Director	\$60.62	\$90.92	1.00	1.00	1.00
Management Analyst	\$31.66	\$34.60	1.00	0.00	0.00
			2.00	2.00	1.00
<u>Human Resources</u>					
Full-time:					
HR Division Manager	\$42.59	\$71.22	1.00	1.00	1.00
Payroll and Benefits Administrator	N/A	N/A	1.00	1.00	0.00
HR Generalist	\$25.99	\$33.55	2.00	2.00	4.00
			4.00	4.00	5.00
<u>Communications</u>					
Full-time:					
Communications Manager - PIO	\$43.76	\$65.65	1.00	1.00	1.00
Communications Specialist / Deputy PIO	\$29.04	\$39.04	0.00	1.00	1.00
			1.00	2.00	2.00
Variable-hour/Seasonal:					
Communication Interns	\$20.00	\$20.00	4.00	4.00	4.00
<u>Strategy & Innovations</u>					
Full-time:					
Strategy and Innovation Division Manager	\$26.82	\$63.73	0.00	1.00	1.00
Management Analyst	\$22.51	\$34.39	0.00	2.00	2.00
			0.00	3.00	3.00
Variable-hour/Seasonal:					
Interns	\$20.00	\$20.00	0.00	1.00	1.00
<u>City Recorder</u>					
Full-time:					
City Recorder	\$25.83	\$58.74	1.00	1.00	1.00
Variable-hour/Seasonal:					
Assistant / Filing Clerk	\$7.25	\$13.89	0.75	0.75	0.75
<u>TOTAL MANAGEMENT SERVICES</u>					
Full-time			8.00	12.00	12.00
Variable-hour/Seasonal			4.75	5.75	5.75
TOTAL FULL-TIME EQUIVALENTS (FTE)			13.75	13.75	17.75

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EXHIBIT "A"
EXHIBIT "B"
EXHIBIT "C"

FINANCE



FINANCE

OVERVIEW

The Finance department provides treasury, accounting, budgeting, payroll, utility billing, accounts receivable, procurement, and warehousing services to all departments of the City along with the administration of the Justice Court.

The Finance department includes the following divisions:

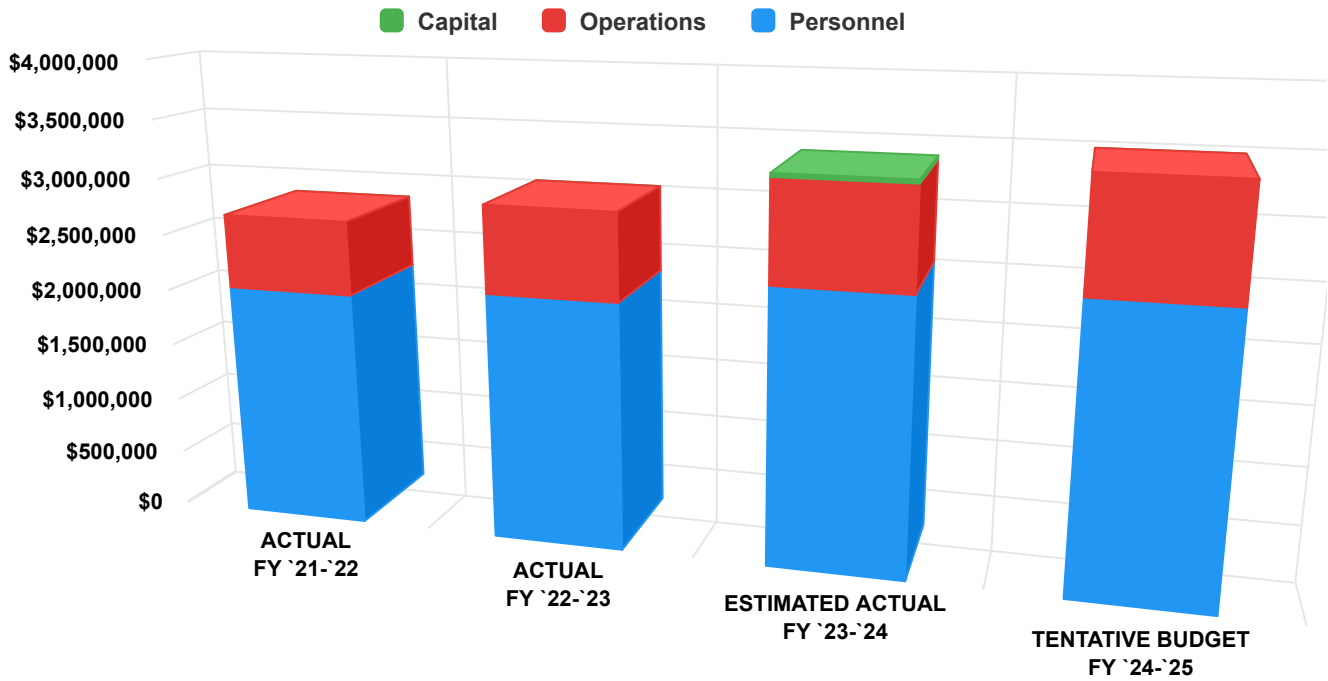
- Finance Department Administration
- City Treasurer
- Debt Service (*Debt Service Fund*)
- 311 Services / Utility Billing
- Accounting & Budget
- Accounts Receivable
- Purchasing (*Purchasing & Warehousing Fund*)
- Liaison to the Justice Court

EXHIBIT "A"

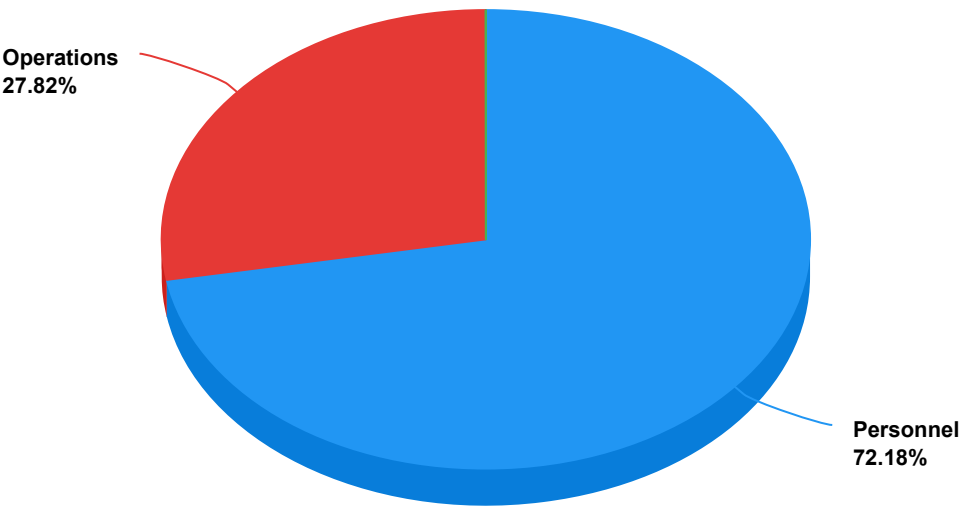
EXHIBIT "B"

EXHIBIT "C"

FINANCE DEPARTMENT
EXPENDITURES COMPARISON BY FISCAL YEAR



EXPENDITURES BY CATEGORY (FY '24-'25)



FINANCE

EXPENDITURES SUMMARY

DIVISION	ACTUAL FY `21-`22	ACTUAL FY `22-`23	ESTIMATED ACTUAL FY `23-`24	TENTATIVE BUDGET FY `24-`25	# OF EMP. *
<u>Finance Administration</u>					
Personnel	\$ 194,829	\$ 215,606	\$ 220,365	\$ 246,046	1
Operations	96,185	138,500	160,615	162,868	
Capital	-	-	-	-	
	291,014	354,106	380,980	408,914	
<u>City Treasurer</u>					
Personnel	144,754	157,938	161,760	171,725	1
Operations	63,419	5,445	11,400	11,400	
	208,172	163,384	173,160	183,125	
<u>311 Services / Utility Billing</u>					
Personnel	807,619	780,912	857,824	798,634	11
Operations	193,612	250,434	298,232	300,000	
Capital	-	-	43,320	-	
	1,001,231	1,031,346	1,199,376	1,098,634	
<u>Accounting & Budget</u>					
Personnel	195,785	214,520	318,578	357,129	3
Operations	25,241	42,038	65,360	110,350	
Capital	-	-	-	-	
	221,026	256,557	383,938	467,479	
<u>Justice Court</u>					
Personnel	718,550	795,487	824,049	876,186	8
Operations	258,279	315,358	323,796	359,628	
Capital	-	-	-	-	
	976,829	1,110,845	1,147,845	1,235,814	
<u>TOTAL FINANCE</u>					
Personnel	\$ 2,061,537	\$ 2,164,463	\$ 2,382,576	\$ 2,449,720	24
Operations	636,736	751,775	859,403	944,246	
Capital	-	-	43,320	-	
TOTALS	\$ 2,698,273	\$ 2,916,238	\$ 3,285,299	\$ 3,393,966	

* Number of benefitted employees

EXHIBIT "A"

EXHIBIT "B"

EXHIBIT "C"

FINANCE

PERSONNEL SUMMARY

DIVISION	HOURLY PAY RATES		FULL-TIME EQUIVALENT		
			ACTUAL	ESTIMATED	TENTATIVE
	MINIMUM	MAXIMUM	FY '22-'23	FY '23-'24	BUDGET FY '24-'25
<u>Finance Administration</u>					
Full-time:					
Finance Director	\$60.62	\$90.92	1.00	1.00	1.00
			1.00	1.00	1.00
<u>City Treasurer</u>					
Full-time:					
Treasury Division Manager	\$39.54	\$59.32	1.00	1.00	1.00
			1.00	1.00	1.00
<u>311 Services / Utility Billing</u>					
Full-time:					
Customer Service Supervisor	\$31.05	\$36.00	2.00	2.00	2.00
Customer Service Specialist	\$21.18	\$23.15	9.00	9.00	9.00
			11.00	11.00	11.00
<u>Accounting & Budget</u>					
Full-time:					
Accounting Division Manager	\$39.54	\$59.32	1.00	1.00	1.00
Senior Accountant	\$39.75	\$50.36	1.00	0.00	0.00
Accountant	\$27.61	\$39.36	1.00	2.00	2.00
			3.00	3.00	3.00
<u>Justice Court</u>					
Full-time:					
Justice Court Judge	N/A	\$0.00	1.00	1.00	1.00
Justice Court Administrator	\$39.00	\$58.50	1.00	1.00	1.00
Judicial Case Manager	\$25.59	\$32.42	2.00	2.00	2.00
Judicial Assistant II	\$22.51	\$24.60	4.00	4.00	4.00
			8.00	8.00	8.00
Variable-hour/Seasonal:					
Judicial Assistant Lead	\$14.38	\$21.57	0.25	0.25	0.25
			0.25	0.25	0.25
			8.25	8.25	8.25
<u>TOTAL FINANCE</u>					
Full-time			24.00	24.00	24.00
Variable-hour/Seasonal			0.25	0.25	0.25
TOTAL FULL-TIME EQUIVALENTS (FTE)			24.25	24.25	24.25

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LEGAL SERVICES

City Attorney
Steve Earl

**Administrative
Support**

Jackie Lambert
Elisa Stoneman
Annette Adams

Civil

Advise City Council
Represent Boards &
Commissions
Draft Legal Documents
Litigation
Advise Departments

Prosecution

Process Server
Prosecute Violations of
City Ordinances
Advise Department of
Public Safety on Civil &
Criminal Issues
Criminal Appeals

LEGAL SERVICES

OVERVIEW

The Legal Services department provides legal counsel and support to the Mayor and City Council, City Boards, Commissions, and Agencies, the City Manager, and all City departments. They attend all meetings of the City Council, Planning Commission, and Board of Adjustment.

The department reviews and/or drafts all ordinances, resolutions, policies, contracts, legal opinions, and litigation documents. They provide legal training and attempt to minimize the City's exposure to adverse legal actions. They perform legal research and give legal advice to City departments. They frequently handle constitutional questions, planning and zoning issues, GRAMA requests, employment law issues, statutory compliance questions, and legal issues related to the City's various operations. The department also represents the City in lawsuits and claims brought against the City and serves as liaison between the City and its insurance defense counsel.

The department prosecutes all misdemeanor crimes committed in Orem. These crimes include domestic violence, DUI, assaults, disorderly conduct, drug and alcohol violations, lewdness, shoplifting and other thefts, nuisances, and animal violations. They also prosecute all traffic violations such as driving without insurance or on a suspended license, reckless driving, and moving violations such as speeding.

The Legal Services department consists of the following divisions:

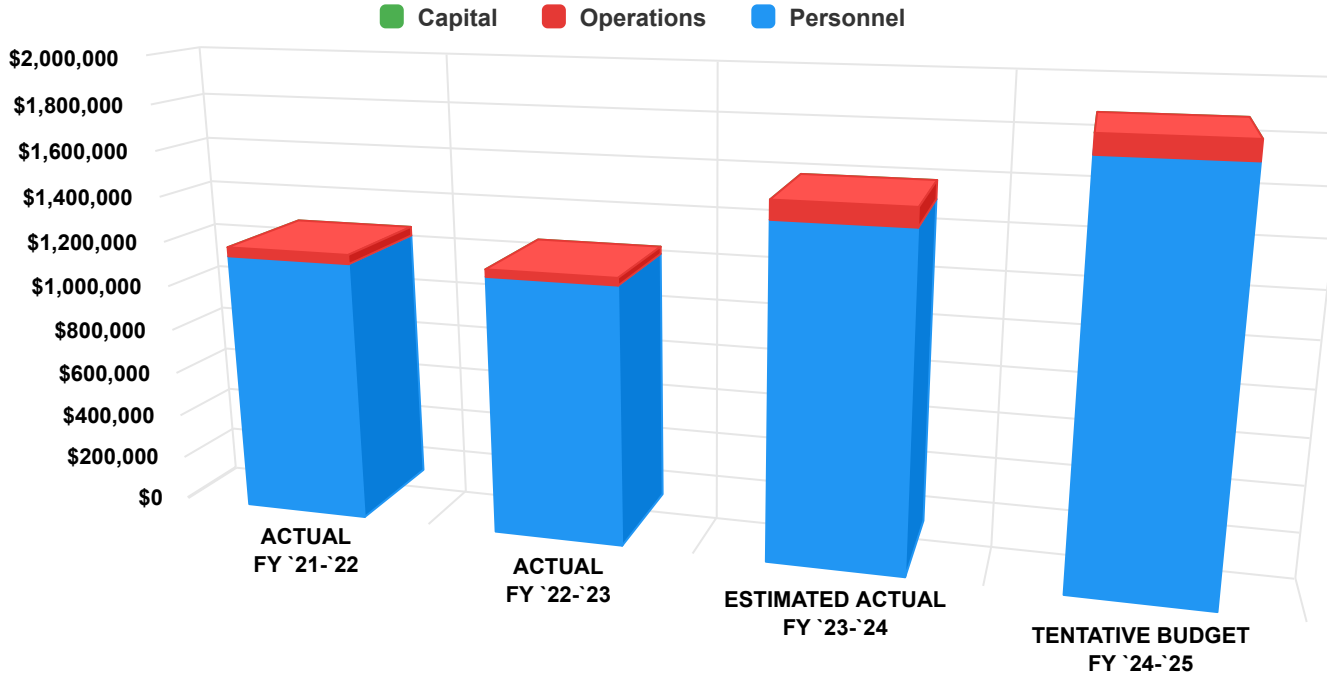
- Administration
- Prosecution
- Civil

EXHIBIT "A"

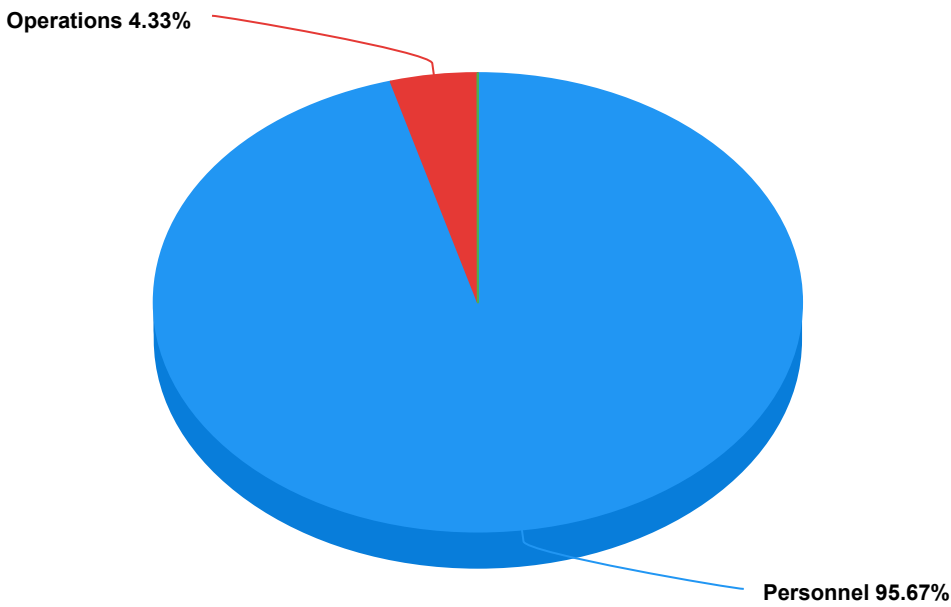
EXHIBIT "B"

EXHIBIT "C"

LEGAL SERVICES
EXPENDITURES COMPARISON BY FISCAL YEAR



EXPENDITURES BY CATEGORY (FY '24-'25)



LEGAL SERVICES

EXPENDITURES SUMMARY

DIVISION	ACTUAL FY `21-`22	ACTUAL FY `22-`23	ESTIMATED ACTUAL FY `23-`24	TENTATIVE BUDGET FY `24-`25	# OF EMP. *
<u>Legal Services Administration</u>					
Personnel	\$ 467,005	\$ 351,089	\$ 617,549	\$ 665,301	4
Operations	31,737	30,133	60,030	60,200	
Capital	-	-	-	-	
	498,742	381,221	677,579	725,501	
<u>Prosecution</u>					
Personnel	361,755	370,790	388,472	409,640	3
Operations	4,573	3,246	11,543	9,500	
Capital	-	-	-	-	
	366,328	374,035	400,015	419,140	
<u>Civil</u>					
Personnel	321,676	412,530	431,962	668,538	4
Operations	1,793	3,613	9,250	9,250	
Capital	-	-	-	-	
	323,469	416,143	441,212	677,788	
<u>TOTAL LEGAL SERVICES</u>					
Personnel	\$ 1,150,435	\$ 1,134,409	\$ 1,437,983	\$ 1,743,479	11
Operations	38,104	36,991	80,823	78,950	
Capital	-	-	-	-	
TOTALS	\$ 1,188,539	\$ 1,171,400	\$ 1,518,806	\$ 1,822,429	

* Number of benefitted employees

EXHIBIT "A"

EXHIBIT "B"

EXHIBIT "C"

EXHIBIT "A"

LEGAL SERVICES
PERSONNEL SUMMARY

DIVISION	HOURLY PAY RATES		FULL-TIME EQUIVALENT		
	MINIMUM	MAXIMUM	ACTUAL	ESTIMATED	TENTATIVE
			FY `22-`23	FY `23-`24	BUDGET FY `24-`25
<u>Legal Services Administration</u>					
Full-time:					
City Attorney	\$65.77	\$98.65	1.00	1.00	1.00
Assistant City Attorney	\$26.09	\$64.37	1.00	1.00	1.00
Legal Specialist	\$24.12	\$41.47	1.00	1.00	1.00
Legal Assistant	\$24.12	\$34.39	1.00	1.00	1.00
			4.00	4.00	4.00
<u>Prosecution</u>					
Full-time:					
Prosecutor	\$44.08	\$64.37	2.00	2.00	2.00
Administrative Assistant	\$27.61	\$39.36	1.00	1.00	1.00
			3.00	3.00	3.00
Variable-hour/Seasonal:					
Prosecutor	\$44.08	\$64.37	0.70	0.70	0.70
Process Server	\$14.00	\$21.00	0.50	0.50	0.50
			1.20	1.20	1.20
			4.20	4.20	4.20
<u>Civil</u>					
Full-time:					
Deputy City Attorney	\$54.48	\$81.72	1.00	1.00	1.00
Assistant City Attorney	\$42.91	\$64.37	1.00	2.00	2.00
Legal Assistant	\$24.12	\$34.39	1.00	1.00	1.00
			3.00	4.00	4.00
<u>TOTAL LEGAL SERVICES</u>					
Full-time			10.00	11.00	11.00
Variable-hour/Seasonal			1.20	1.20	1.20
TOTAL FULL-TIME EQUIVALENTS (FTE)			11.20	11.20	12.20

EXHIBIT "B"

EXHIBIT "C"

LEGAL SERVICES

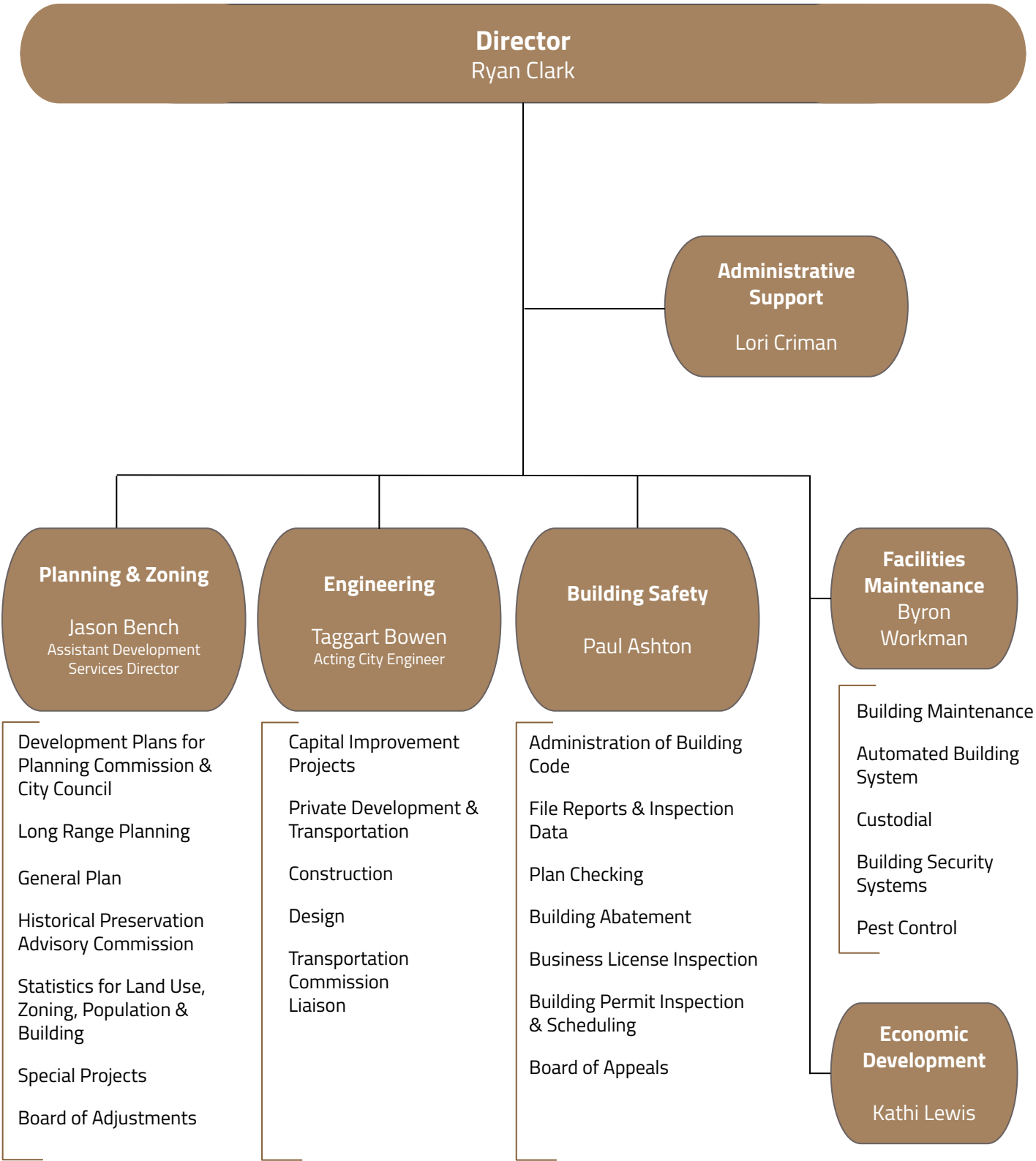
EXHIBIT "A"

EXHIBIT "B"

EXHIBIT "C"



DEVELOPMENT SERVICES



DEVELOPMENT SERVICES

OVERVIEW

The Development Services department guides Orem's growth in a planned and coordinated manner. The department provides support staff for the Planning Commission, Historical Preservation Commission, Board of Adjustment, Transportation Advisory Commission, and Board of Appeals.

The department is responsible for enforcing adopted building codes and standards in order to protect life and property of those who work, live, and visit the city. They review and approve residential and commercial plans for structural integrity and code compliance, issue permits, and perform progress inspections for all new construction.

The department also designs, inspects, and/or manages all new public or private development of water, sewer, storm drain, fiber optic, concrete, and asphalt construction in the city. They also plan, coordinate, and improve intersections and roads which often includes transportation studies involving a multitude of government agencies and the general public.

The Development Review Committee (DRC) consists of key personnel from Development Services and other city departments to ensure compliance with all applicable city codes. The DRC reviews all requests and makes recommendations to the Planning Commission on items such as preliminary and final plats, site plans, conditional use permits, rezones, general plan amendments, annexations, and city boundary adjustments.

The Development Services department includes the following divisions:

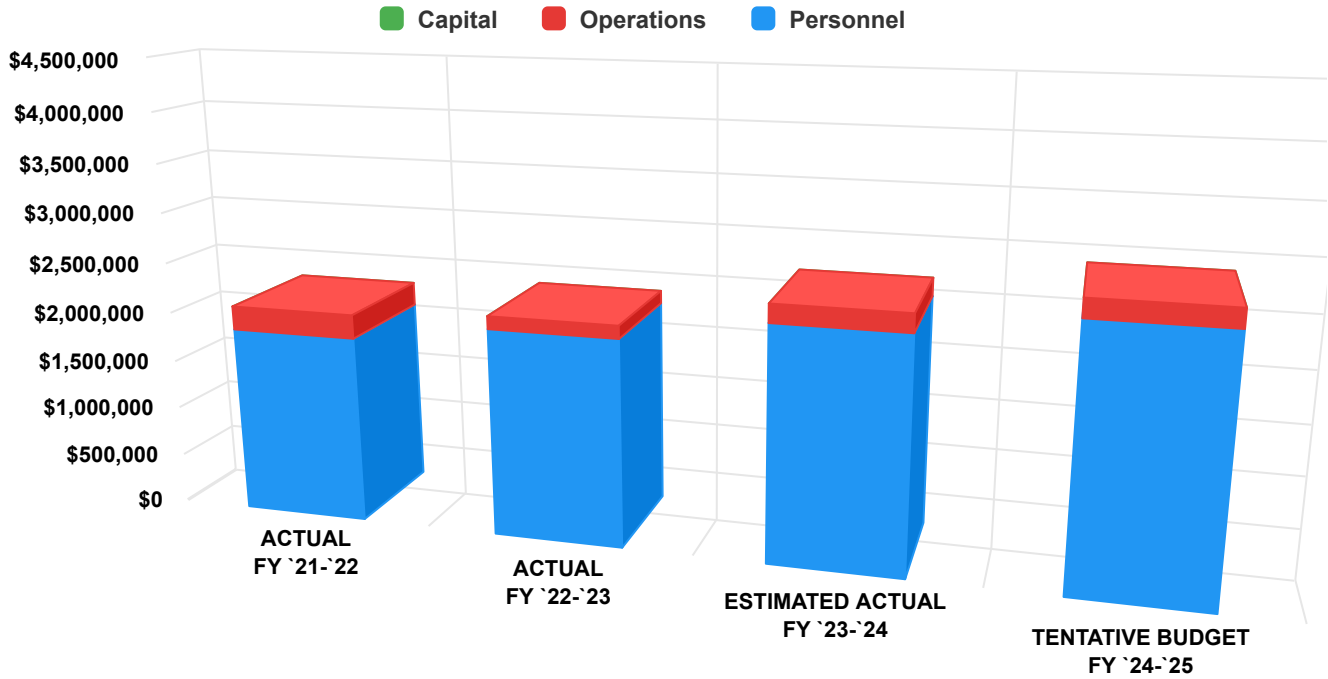
- Development Services Administration
- Planning and Zoning (*Development Fees Fund*)
- Engineering
- Building Safety (*Development Fees Fund*)
- Facilities Maintenance (*Facilities Maintenance Fund*)
- Capital Projects (*Capital Improvement Projects Fund*)
- Capital Projects Management
- Economic Development

EXHIBIT "A"

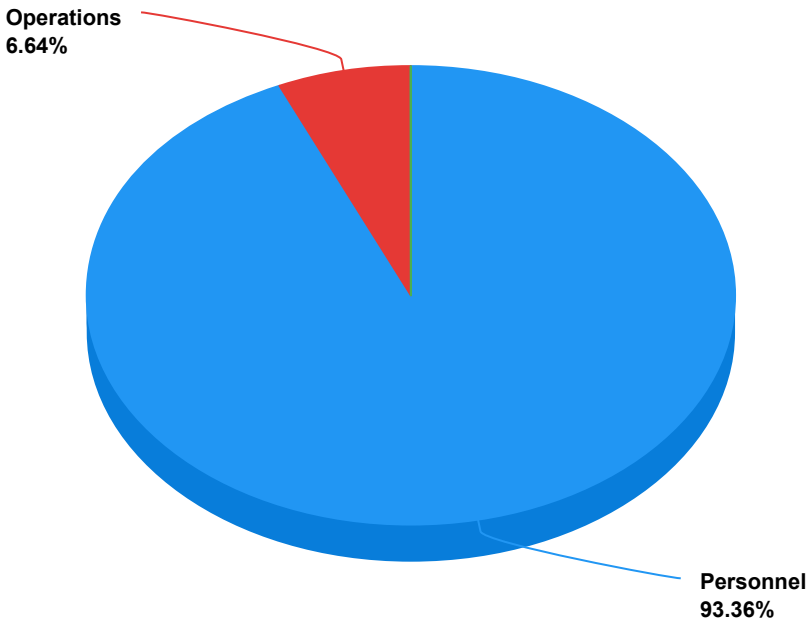
EXHIBIT "B"

EXHIBIT "C"

DEVELOPMENT SERVICES
EXPENDITURES COMPARISON BY FISCAL YEAR



EXPENDITURES BY CATEGORY (FY '24-'25)



DEVELOPMENT SERVICES

EXPENDITURES SUMMARY

DIVISION	ACTUAL FY `21-`22	ACTUAL FY `22-`23	ESTIMATED ACTUAL FY `23-`24	TENTATIVE BUDGET FY `24-`25	# OF EMP. *
<u>Development Services Administration</u>					
Personnel	\$ 295,128	\$ 324,521	\$ 386,434	\$ 412,705	2
Operations	14,769	12,939	22,172	22,028	
	309,897	337,460	408,606	434,733	
<u>Engineering</u>					
Personnel	173,264	189,766	196,414	158,465	1
Operations	32,826	41,605	55,301	69,581	
Capital	-	-	-	-	
	206,091	231,371	251,715	228,046	
<u>Construction</u>					
Personnel	330,610	366,411	412,717	422,881	3
Operations	31,775	8,434	14,103	15,785	
	362,385	374,845	426,820	438,666	
<u>Design</u>					
Personnel	550,019	608,920	676,280	868,639	6
Operations	16,344	14,034	28,689	29,535	
	566,363	622,954	704,969	898,174	
<u>Transportation / PD Development</u>					
Personnel	219,046	255,196	338,740	359,815	2
Operations	5,842	3,525	9,907	10,775	
	224,887	258,720	348,647	370,590	
<u>Economic Development</u>					
Personnel	208,184	146,871	130,934	133,133	1
Operations	120,734	39,736	45,789	26,350	
Capital	-	-	-	-	
	328,919	186,607	176,723	159,483	
<u>Capital Projects Management</u>					
Personnel	103,877	175,485	183,462	191,535	1
Operations	269	2,611	7,265	7,069	
Capital	-	-	-	-	
	-	-	190,727	198,604	
<u>TOTAL DEVELOPMENT SERVICES</u>					
Personnel	\$ 1,880,129	\$ 2,067,169	\$ 2,324,981	\$ 2,547,173	16
Operations	222,559	122,884	183,227	181,123	
Capital	-	-	-	-	
TOTALS	\$ 2,102,688	\$ 2,190,053	\$ 2,508,208	\$ 2,728,296	

* Number of benefitted employees

EXHIBIT "A"

EXHIBIT "B"

EXHIBIT "C"

DEVELOPMENT SERVICES

PERSONNEL SUMMARY

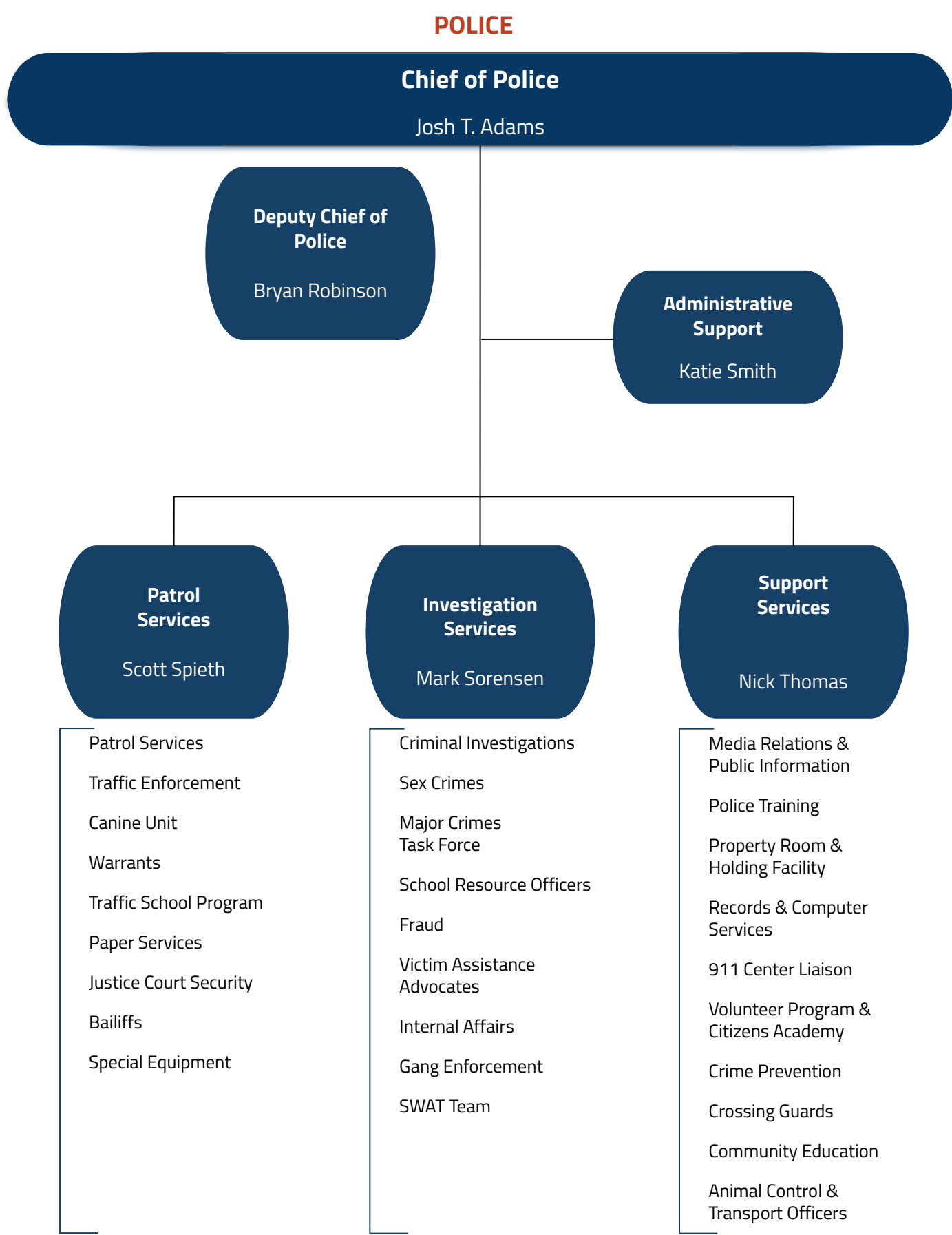
DIVISION	HOURLY PAY RATES		FULL-TIME EQUIVALENT		
			ACTUAL	ESTIMATED	TENTATIVE
	MINIMUM	MAXIMUM	FY '22-'23	FY '23-'24	BUDGET FY '24-'25
<u>Development Services Administration</u>					
Full-time:					
Development Services Director	\$60.62	\$60.62	1.00	1.00	1.00
Office Administrator	\$23.42	\$33.39	1.00	1.00	1.00
			2.00	2.00	2.00
Variable-hour/Seasonal:					
Intern	\$9.26	\$13.89	1.00	1.00	1.00
			3.00	3.00	3.00
<u>Engineering</u>					
Full-time:					
City Engineer	\$52.52	\$78.78	1.00	1.00	1.00
<u>Construction</u>					
Full-time:					
Construction Section Manager	\$42.49	\$63.73	0.00	1.00	1.00
Senior Construction Engineer	\$42.40	\$46.33	0.00	1.00	1.00
Construction Engineer	\$36.96	\$40.38	3.00	1.00	1.00
			3.00	3.00	3.00
<u>Design</u>					
Full-time:					
Assistant City Engineer	\$46.10	\$69.15	1.00	1.00	1.00
City Surveyor	\$37.18	\$53.00	1.00	1.00	1.00
Engineering Design Section Manager	\$42.49	\$63.73	1.00	1.00	1.00
Engineer II	\$41.41	\$45.25	1.00	1.00	1.00
Engineer I	\$36.80	\$40.21	0.00	1.00	1.00
Associate Engineer	\$32.69	\$35.72	1.00	1.00	1.00
			5.00	6.00	6.00
<u>Transportation / PD Development</u>					
Full-time:					
Private Development Section Manager	\$42.49	\$63.73	1.00	1.00	1.00
Transportation Engineer	\$43.74	\$65.61	0.00	2.00	1.00
Engineer II	\$41.41	\$45.25	2.00	0.00	1.00
			3.00	3.00	3.00
<u>Economic Development</u>					
Full-time					
Economic Development Division Manager	\$36.09	\$54.14	1.00	1.00	1.00
<u>Capital Projects Management</u>					
Full-time					
Capital Projects Manager	\$43.74	\$65.61	1.00	1.00	1.00
<u>TOTAL DEVELOPMENT SERVICES</u>					
Full-time			16.00	17.00	17.00
Variable-hour/Seasonal			1.00	1.00	1.00
TOTAL FULL-TIME EQUIVALENTS (FTE)			17.00	18.00	18.00

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EXHIBIT "A"

EXHIBIT "B"

EXHIBIT "C"



POLICE

OVERVIEW

The Police department pro-actively serves and protects the community 24 hours a day, 7 days a week in order to make Orem a safe place to live, work, and play. The department provides police, investigation, and support services in partnership with the community to produce this safe environment and high quality of life for the citizens of Orem.

The 91 existing sworn officers deal with a variety of issues including traffic accidents, missing children, burglaries, medical emergencies, assaults, homicides, drug investigations, computer crimes, white collar crime, crimes against children, gang enforcement, and nuisance ordinance violations. Two animal control officers enforce animal violations throughout the City.

The City's 911 Dispatch center was consolidated with Provo City's Dispatch Center on January 1, 2023. The consolidation has the potential to increase service levels, enhance training, reduce overhead, and improve efficiencies. The consolidated dispatch center budget is split based on population and the average number of calls.

The Police department includes the following divisions:

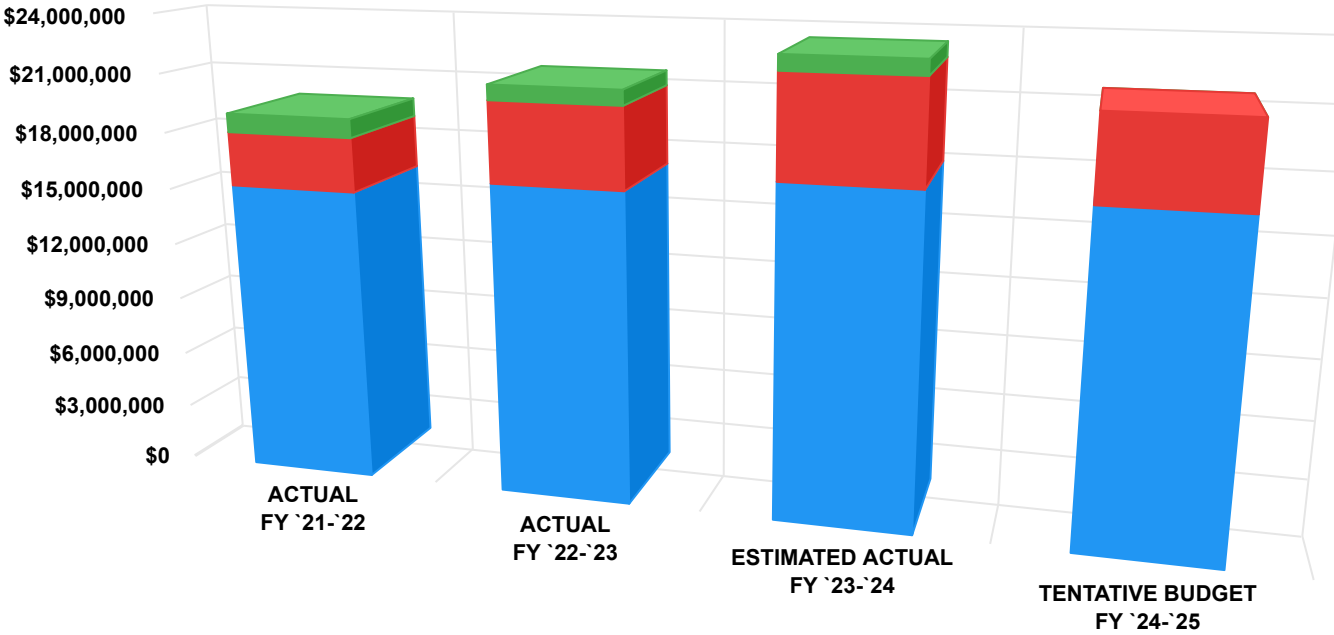
- Police Administration
- Patrol Services
- Alcohol Enforcement
- Traffic Enforcement
- Mental Health Unit
- Investigation Services
- Major Crimes Task Force (Multi-jurisdictional)
- Metro SWAT Team
- Support Services
- Victims and Children Assistance
- Animal Control
- Neighborhood Improvement Team

EXHIBIT "A"

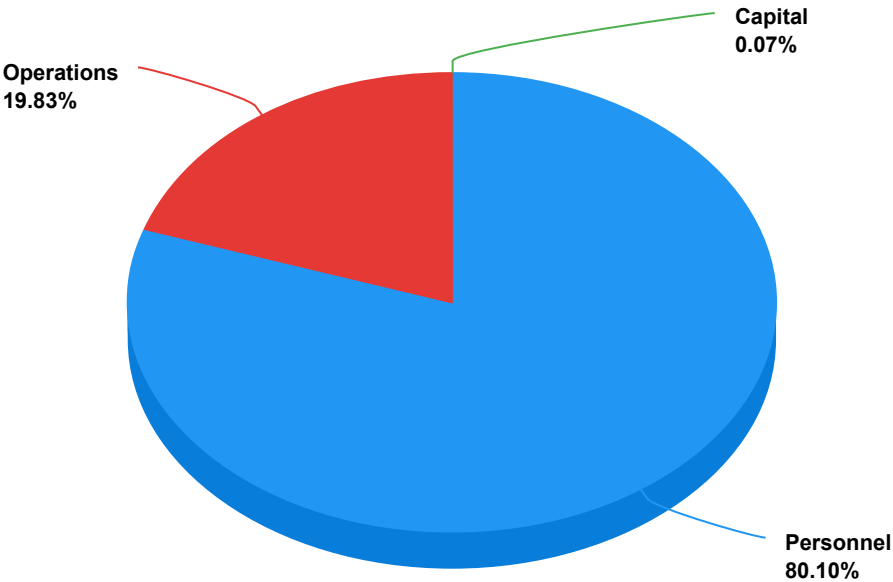
EXHIBIT "B"

EXHIBIT "C"

POLICE
EXPENDITURES COMPARISON BY FISCAL YEAR
Capital Operations Personnel



EXPENDITURES BY CATEGORY (FY '24-'25)



POLICE

EXPENDITURES SUMMARY

DIVISION	ACTUAL FY `21-`22	ACTUAL FY `22-`23	ESTIMATED ACTUAL FY `23-`24	TENTATIVE BUDGET FY `24-`25	# OF EMP. *
<u>Police Administration</u>					
Personnel	\$ 240,449	\$ 271,420	\$ 404,172	\$ 690,001	3
Operations	835,617	863,774	958,047	907,507	
Capital	311,048	54,305	71,449	15,000	
	1,387,114	1,189,499	1,433,667	1,612,508	
<u>Patrol Services</u>					
Personnel	7,355,426	8,170,809	8,791,802	8,325,839	67
Operations	735,977	591,434	1,011,955	858,828	
Capital	489,882	598,901	638,159	-	
	8,581,285	9,361,144	10,441,915	9,184,667	
<u>Alcohol Enforcement</u>					
Personnel	102,698	69,004	120,500	114,858	1
Operations	8,102	5,856	9,944	10,435	
	110,800	74,860	130,444	125,293	
<u>Investigation Services / NIT</u>					
Personnel	3,894,830	4,103,002	4,516,407	4,385,577	30
Operations	178,101	335,916	493,556	228,721	
Capital	45,750	9,383	36,000	-	
	4,118,680	4,448,301	5,045,963	4,614,298	
<u>Major Crime Task Force</u>					
Personnel	243,376	295,774	361,813	170,249	1
Operations	593,218	593,014	771,262	309,000	
Capital	-	-	-	-	
	836,594	888,788	1,133,075	479,249	
<u>Victims / Children Assistance</u>					
Personnel	232,494	233,425	272,851	267,650	3
Operations	5,318	4,969	26,923	19,270	
	237,812	238,394	299,774	286,920	
<u>Support Services</u>					
Personnel	3,254,495	3,035,561	2,619,967	2,861,086	17
Operations	445,432	1,775,638	1,923,364	1,827,927	
Capital	143,804	74,904	12,786	-	
	3,843,731	4,886,103	4,556,118	4,689,013	
<u>TOTAL POLICE DEPARTMENT</u>					
Personnel	\$ 15,323,767	\$ 16,178,996	\$ 17,087,512	\$ 16,815,260	122
Operations	2,801,765	\$ 4,170,601	\$ 5,195,051	\$ 4,161,688	
Capital	990,483	737,493	758,394	15,000	
TOTALS	\$ 19,116,016	\$ 21,087,090	\$ 23,040,957	\$ 20,991,948	

* Number of benefitted employees

EXHIBIT "A"

EXHIBIT "B"

EXHIBIT "C"

POLICE

PERSONNEL SUMMARY

DIVISION	HOURLY PAY RATES		FULL-TIME EQUIVALENT		
			ACTUAL	ESTIMATED	TENTATIVE
	MINIMUM	MAXIMUM	FY '22-'23	FY '23-'24	BUDGET FY '24-'25
<u>Police Administration</u>					
Full-time:					
Chief of Police	\$65.77	\$98.65	1.00	1.00	1.00
Deputy Chief of Police	\$54.48	\$81.72	0.00	1.00	1.00
Executive Assistant	\$33.72	\$37.95	1.00	1.00	1.00
			2.00	3.00	3.00
<u>Patrol Services</u>					
Full-time:					
Police Captain	\$61.08	\$70.81	1.00	1.00	1.00
Police Lieutenant	\$52.17	\$60.48	3.00	3.00	3.00
Police Sergeant	\$44.08	\$51.65	7.00	7.00	7.00
Police Officer	\$29.42	\$43.64	52.00	56.00	56.00
			63.00	67.00	67.00
<u>Alcohol Enforcement</u>					
Full-time:					
Police Officer	\$29.42	\$43.64	1.00	1.00	1.00
<u>Investigation Services</u>					
Full-time:					
Police Captain	\$61.08	\$70.81	1.00	1.00	1.00
Police Lieutenant	\$52.17	\$60.48	2.00	2.00	2.00
Police Sergeant	\$44.08	\$51.65	8.00	8.00	8.00
Police Officer	\$29.42	\$43.64	19.00	19.00	19.00
			30.00	30.00	30.00
<u>Major Crimes Task Force</u>					
Full-time:					
Office Administrator	\$23.42	\$33.39	1.00	1.00	1.00
<u>Victims / Children Assistance</u>					
Full-time:					
Victim Advocate Supervisor	\$32.61	\$35.64	1.00	1.00	1.00
Victim Advocate	\$22.65	\$32.29	2.00	2.00	2.00
			3.00	3.00	3.00
<u>Communications</u>					
Full-time:	Various	Various	21.00	0.00	0.00
Part-time:	Various	Various	1.50	0.00	0.00

Variable-hour/Seasonal:	Various	Various	1.30	0.00	0.00
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EXHIBIT "A"

EXHIBIT "B"

EXHIBIT "C"

EXHIBIT "A"

EXHIBIT "B"

EXHIBIT "C"

POLICE
PERSONNEL SUMMARY

DIVISION	PAY GRADE	HOURLY PAY RATES		FULL-TIME EQUIVALENT		
		MINIMUM	MAXIMUM	ACTUAL	ESTIMATED	TENTATIVE
				ACTUAL	ACTUAL	BUDGET
				FY '22-'23	FY '23-'24	FY '24-'25
<u>Support Services</u>						
Full-time:						
Police Captain	0	\$61.08	\$70.81	1.00	1.00	1.00
Police Lieutenant	#N/A	\$52.17	\$60.48	2.00	2.00	2.00
Police Officer	0	\$29.42	\$43.64	1.00	1.00	1.00
Community Response Coordinator	0	\$27.77	\$39.59	0.00	1.00	1.00
Police Analyst	15	\$27.47	\$39.17	1.00	1.00	1.00
Forensic Evidence Technician	0	\$23.09	\$25.23	1.00	2.00	2.00
Police Records Office Supervisor	16	\$28.64	\$35.22	1.00	1.00	1.00
Police Records Clerk	12	\$19.50	\$27.80	3.00	3.00	3.00
				10.00	12.00	12.00
Variable-hour/Seasonal:						
Evidence Technicain Assistant	N/A	\$16.00	\$24.00	0.25	0.25	0.25
Secretary	N/A	\$14.00	\$21.00	0.50	0.50	0.50
Crossing Guard	N/A	\$12.00	\$18.00	15.50	15.50	15.50
				16.25	16.25	16.25
				26.25	28.25	28.25
<u>Community Services</u>						
Full-time:						
Community Services Manager	#N/A	N/A	N/A	1.00	0.00	0.00
Neighborhood Improvement Team Manager	0	\$31.66	\$34.60	1.00	1.00	1.00
Neighborhood Improvement Officer	14	\$21.56	\$30.74	2.00	2.00	2.00
				4.00	3.00	3.00
<u>Animal Control & Bailiffs</u>						
Full-time:						
Senior Animal Control Officer	14	\$26.09	\$28.51	2.00	2.00	2.00
TOTAL POLICE						
Full-time				137.00	122.00	122.00
Variable-hour/Seasonal				17.55	16.25	16.25
TOTAL FULL-TIME EQUIVALENTS (FTE)				159.55	137.25	138.25

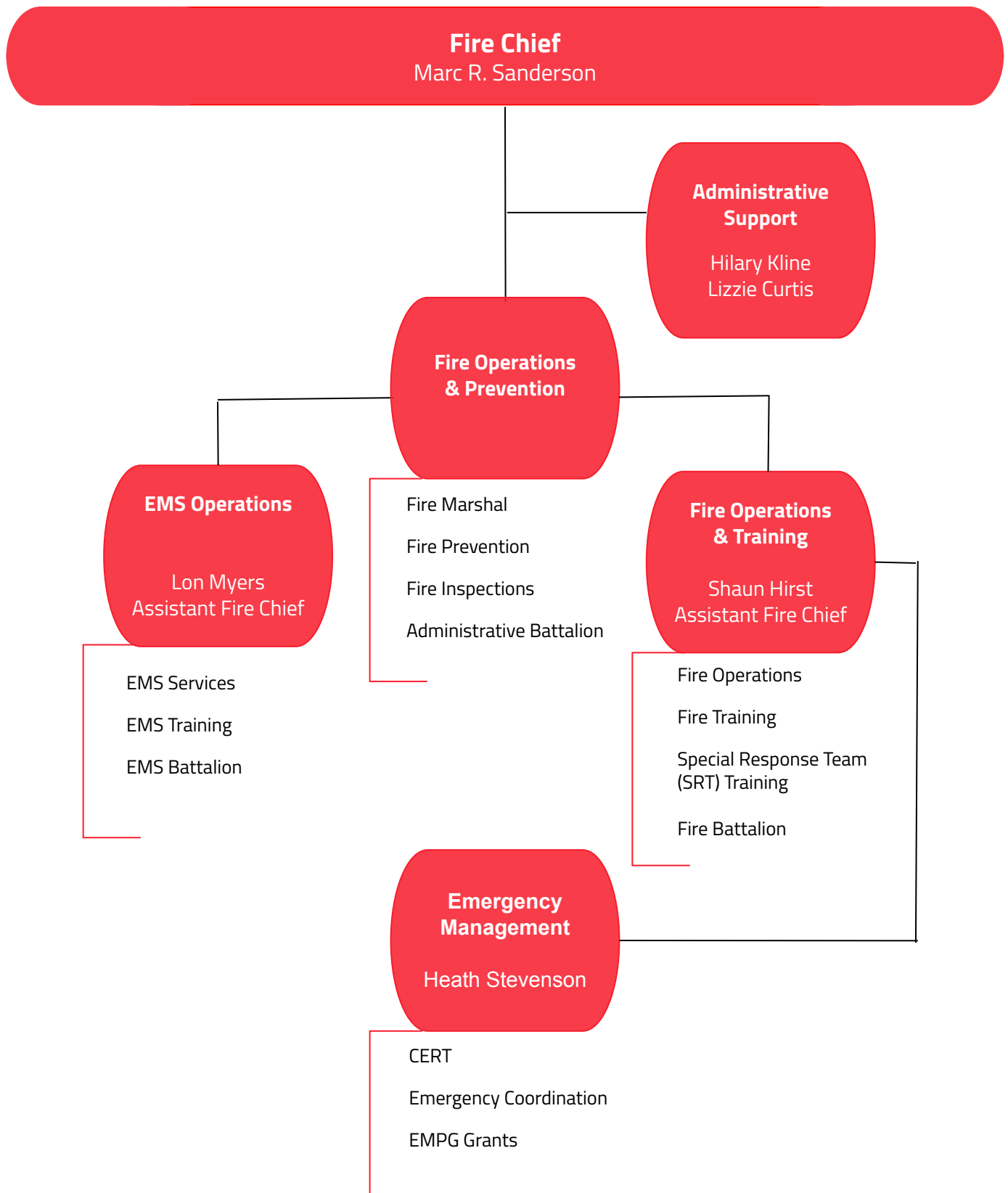
FIRE

EXHIBIT "A"

EXHIBIT "B"

EXHIBIT "C"

FIRE

OVERVIEW

The Fire department provides fire suppression, emergency medical (EMS), special rescue, fire prevention, and emergency management services. The department has three fire stations located within Orem City and operates a fourth station through a contract with Lindon City. The department also provides contracted fire and medical services to Vineyard City.

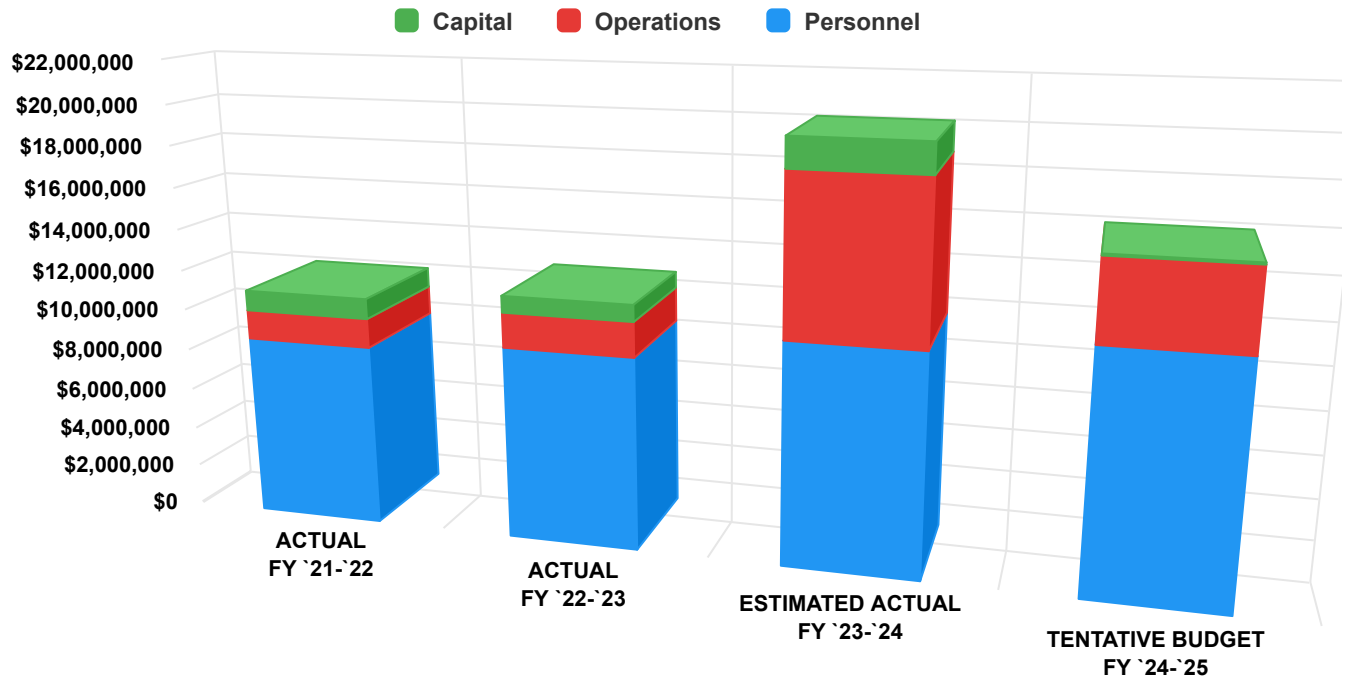
The department responds to over 7,000 calls for service annually. It also conducts over 1,750 business and construction fire inspections and over 650 plan reviews annually.

The Fire department also hosts an annual fire prevention open house to educate the community about various safety topics. The department also participates regularly in fire and EMS education events when requested by community, religious, and special interest groups.

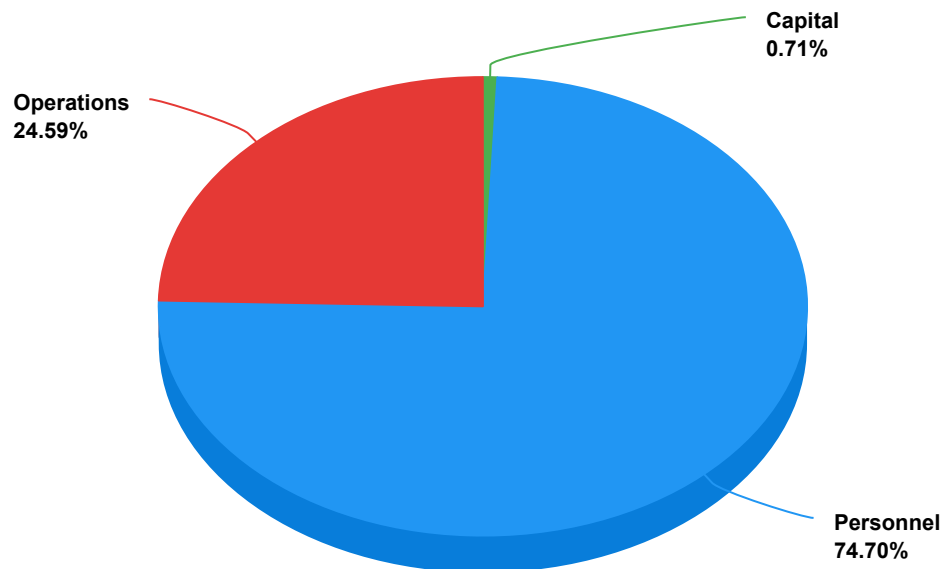
The Fire department includes the following divisions:

- Administration
- Operations – Fire / EMS / Special Response Rescue
- Fire Prevention – Investigations / Commercial & New Construction Inspections / Public Education
- Emergency Management

FIRE EXPENDITURES COMPARISON BY FISCAL YEAR



EXPENDITURES BY CATEGORY (FY '24-'25)



FIRE

EXPENDITURES SUMMARY

DIVISION	ACTUAL FY `21-`22	ACTUAL FY `22-`23	ESTIMATED ACTUAL FY `23-`24	TENTATIVE BUDGET FY `24-`25	# OF EMP. *
<u>Fire Administration</u>					
Personnel	\$ 812,653	\$ 991,325	\$ 1,371,541	\$ 1,389,985	7
Operations	80,691	132,423	96,223	127,088	
Capital	39,259	-	-	-	
	932,603	1,123,748	1,467,764	1,517,073	
<u>Fire & Medical Services</u>					
Personnel	7,677,782	8,022,604	8,885,240	9,503,336	72
Operations	1,266,332	1,467,103	7,233,875	3,428,030	
Capital	976,593	755,738	1,399,754	108,500	
	9,920,707	10,245,445	17,518,869	13,039,866	
<u>Fire Prevention</u>					
Personnel	186,386	237,807	294,566	399,001	3
Operations	36,531	21,646	166,439	137,528	
Capital	-	-	-	-	
	222,917	259,453	461,005	536,529	
<u>Wildland Fire Services</u>					
Personnel	-	-	-	10,500	0
Operations	-	-	-	-	
Capital	-	-	-	-	
	-	-	-	10,500	
<u>Emergency Management</u>					
Personnel	109,672	118,358	122,558	123,993	1
Operations	23,683	23,826	38,737	69,160	
Capital	-	-	-	-	
	133,355	142,184	161,295	193,153	
<u>TOTAL FIRE DEPARTMENT</u>					
Personnel	\$ 8,786,493	\$ 9,370,095	\$ 10,673,905	\$ 11,426,815	83
Operations	1,407,237	1,644,998	7,535,273	3,761,806	
Capital	1,015,852	755,738	1,399,754	108,500	
TOTALS	\$ 11,209,582	\$ 11,770,830	\$ 19,608,932	\$ 15,297,121	

* Number of benefitted employees

FIRE

PERSONNEL SUMMARY

DIVISION	HOURLY PAY RATES		FULL-TIME EQUIVALENT		
			ACTUAL	ESTIMATED	TENTATIVE
	MINIMUM	MAXIMUM	FY `22-`23	FY `23-`24	BUDGET FY `24-`25
<u>Fire Administration</u>					
Full-time:					
Fire Chief	\$65.77	\$98.65	1.00	1.00	1.00
Assistant Fire Chief	\$57.79	\$65.04	2.00	2.00	2.00
Fire Division Chief	\$50.84	\$57.22	3.00	3.00	3.00
Executive Assistant	\$33.72	\$37.95	1.00	1.00	1.00
Office Administrator	\$23.42	\$33.39	3.00	1.00	1.00
			10.00	8.00	8.00
Variable-hour/Seasonal:					
Office Assistant	\$14.00	\$21.00	0.00	1.00	1.00
			9.00	9.00	9.00
<u>Fire & Medical Services</u>					
Full-time:					
Fire Battalion Chief	\$36.31	\$40.87	3.00	3.00	3.00
Fire Captain	\$32.42	\$35.95	12.00	12.00	12.00
Fire Engineer	\$26.92	\$30.29	12.00	12.00	12.00
Firefighter/Paramedic	\$20.30	\$32.26	32.00	32.00	32.00
Firefighter/EMT	\$15.97	\$20.63	13.00	13.00	13.00
			72.00	72.00	72.00
Variable-hour/Seasonal:					
Firefighter/Paramedic	\$21.32	\$31.98	0.05	0.00	0.00
Fleet Mechanic	\$17.15	\$25.73	0.05	0.00	0.00
			0.10	0.00	0.00
			72.10	72.00	72.00
<u>Fire Prevention</u>					
Full-time:					
Fire Deputy Marshal	\$44.72	\$50.33	0.00	1.00	1.00
Fire Inspector Senior	\$35.55	\$38.85	3.00	2.00	2.00
			3.00	3.00	3.00
<u>Emergency Management</u>					
Full-time:					
Emergency Manager	\$37.08	\$44.28	1.00	1.00	1.00
<u>TOTAL FIRE DEPARTMENT</u>					
Full-time			86.00	84.00	84.00
Variable-hour/Seasonal			0.10	1.00	1.00
TOTAL FULL-TIME EQUIVALENTS (FTE)			85.10	85.10	85.00

EXHIBIT "A"

EXHIBIT "B"

EXHIBIT "C"

EXHIBIT "A"

EXHIBIT "B"

EXHIBIT "C"

FIRE



PUBLIC WORKS

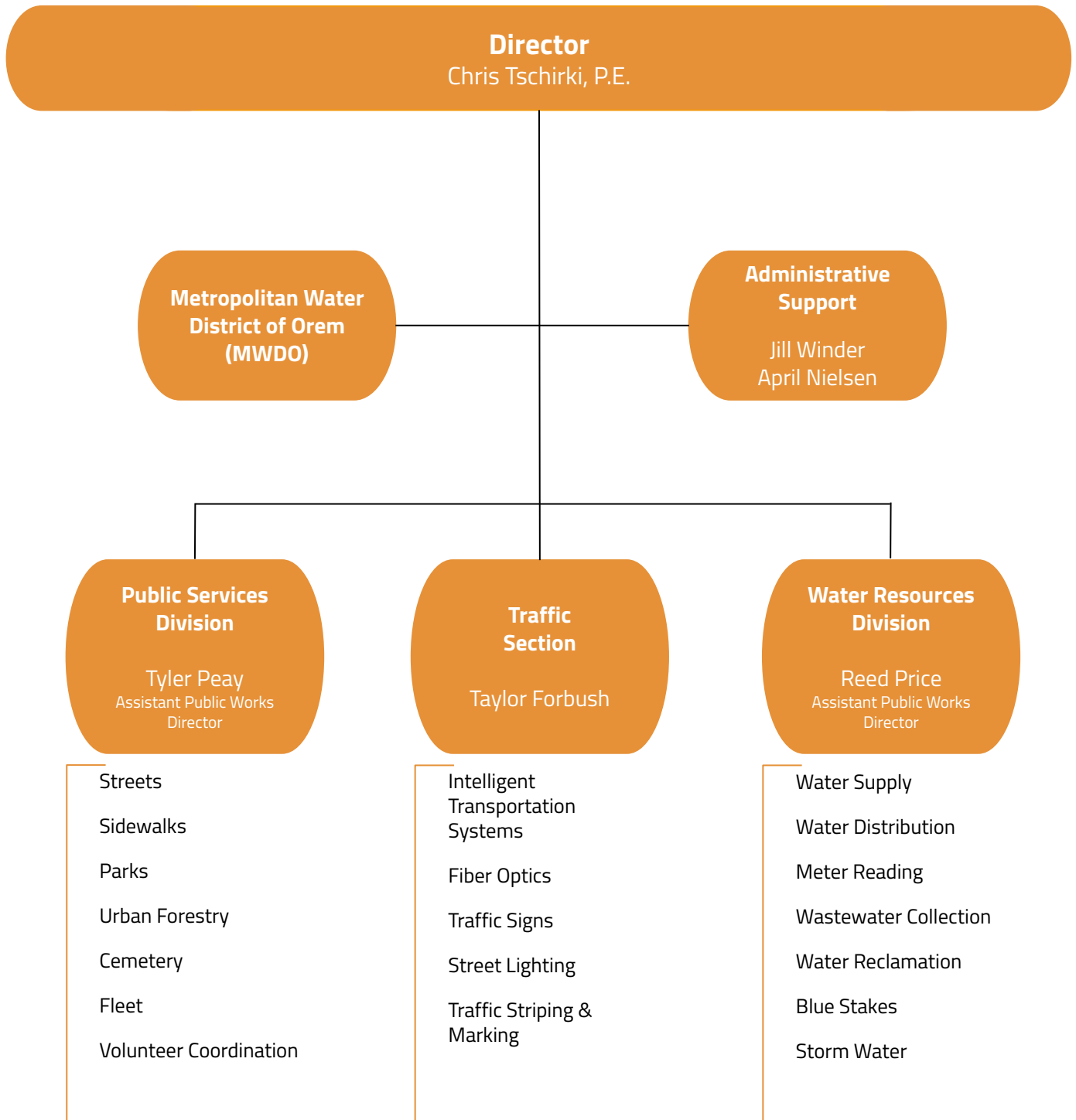


EXHIBIT "A"

EXHIBIT "B"

EXHIBIT "C"

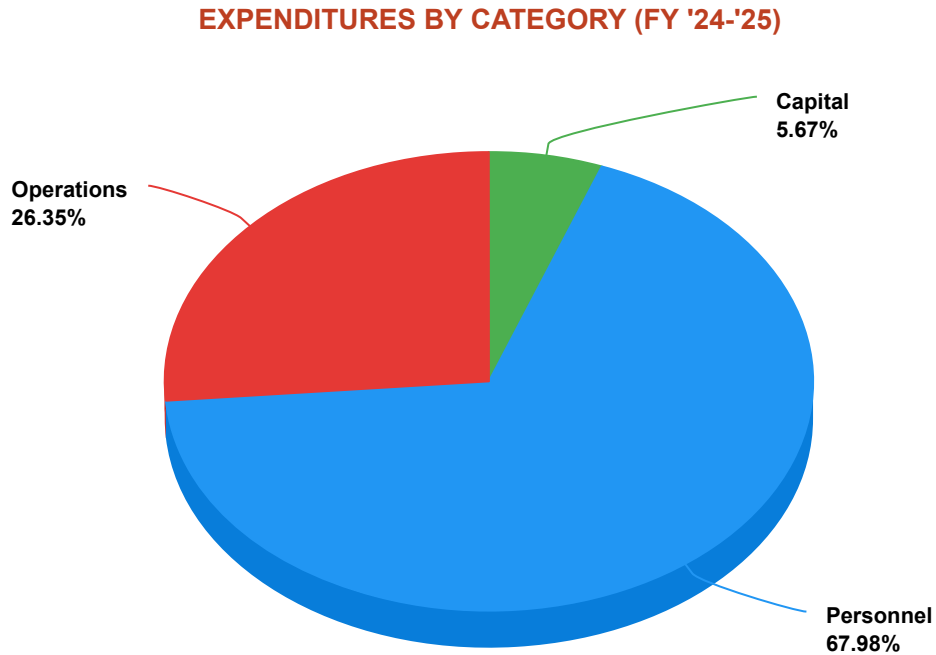
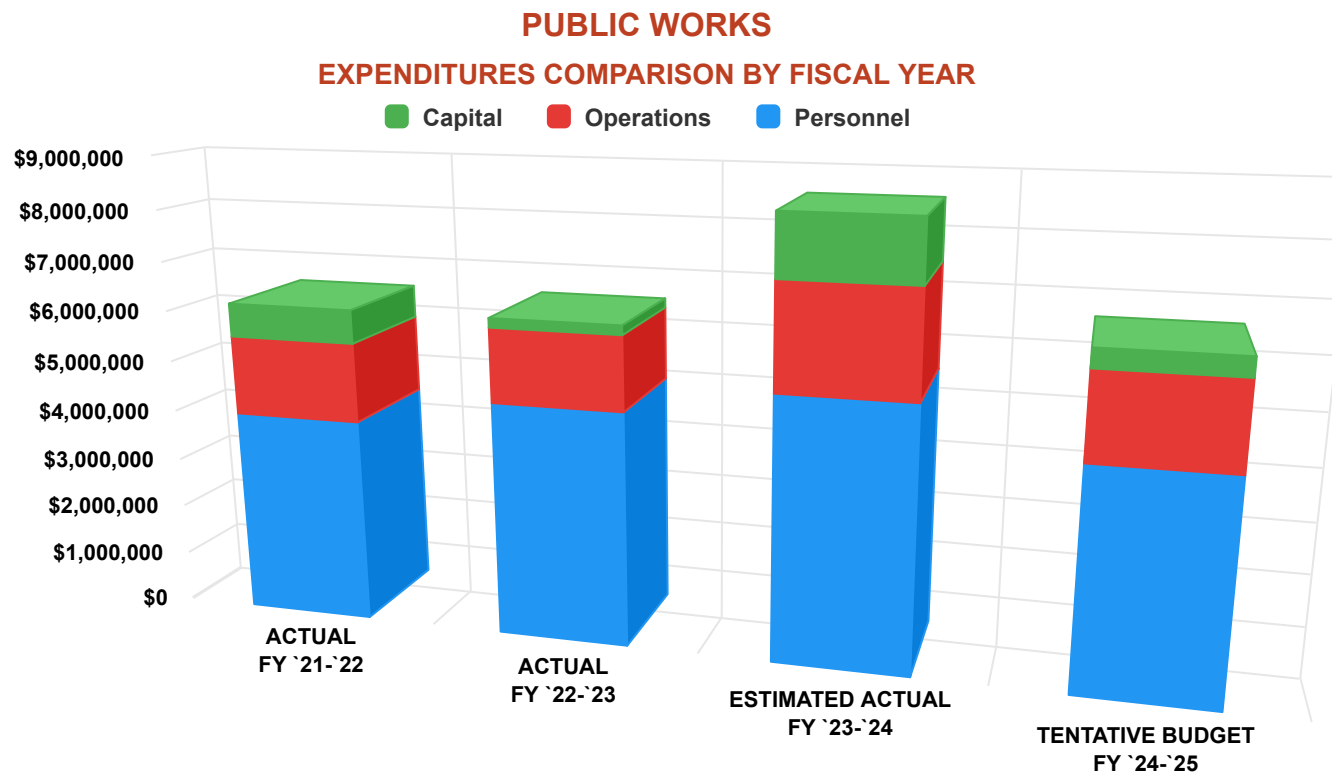
PUBLIC WORKS

OVERVIEW

The Public Works department is responsible for the maintenance of streets, sidewalks, parks, cemetery, street signs, street striping, fiber optics, fleet services, and the operation of water, sewer, storm water, and street lighting utilities.

The Public Works department includes the following divisions (some are not operated within the General Fund):

- Public Works Administration
- Intelligent Transportation Systems (ITS), Traffic and Street Signs, Signals, and Markings
- Street Lighting (*Street Lighting Special Service District*)
- Fleet Maintenance Services (*Fleet Maintenance Fund*)
- Streets and State Road Fund (*Road Fund*)
- Geographic Information Systems (*GIS Services*)
- Transportation System Fund (*Transportation Sales Tax Fund*)
- Parks, Cemetery, and Urban Forestry, Horticulture, and Volunteers
- Storm Water Collection, Detention, and Management (*Storm Water Fund*)
- Water Administration, Supply, Distribution, and Meter Reading (*Water Fund*)
- Wastewater Administration, Collection, and Treatment (*Water Reclamation Fund*)



PUBLIC WORKS

EXPENDITURES SUMMARY

DIVISION	ACTUAL FY `21-`22	ACTUAL FY `22-`23	ESTIMATED ACTUAL FY `23-`24	TENTATIVE BUDGET FY `24-`25	# OF EMP. *
Public Works Administration					
Personnel	\$ 360,526	\$ 394,713	\$ 411,657	\$ 435,051	3
Operations	24,733	22,507	43,653	17,663	
Capital	-	-	-	-	
	385,259	417,219	455,310	452,714	
Traffic & Signs					
Personnel	378,347	465,965	496,140	543,281	5
Operations	107,759	127,639	139,125	134,080	
Capital	-	-	20,168	-	
	486,106	593,605	655,434	677,361	
Public Services Administration					
Personnel	172,615	156,368	157,189	166,071	1
Operations	1,992	2,465	5,820	5,820	
Capital	-	-	-	-	
	174,608	158,833	163,009	171,891	
Streets					
Personnel	1,086,806	1,198,874	1,338,622	-	0
Operations	227,989	266,434	337,879	51,000	
Capital	542,368	32,231	737,346	335,620	
	1,857,163	1,497,539	2,413,848	386,620	
Parks & Urban Forestry					
Personnel	1,576,197	1,972,656	2,139,507	2,272,942	21
Operations	1,133,846	927,185	1,466,549	1,176,440	
Capital	79,056	114,514	370,781	20,000	
	2,767,609	3,014,356	3,976,837	3,469,382	
Cemetery					
Personnel	333,200	426,239	454,672	456,322	5
Operations	76,534	99,311	86,420	91,371	
Capital	21,455	4,373	28,832	2,000	
	431,189	529,924	569,923	549,693	
GIS					
Personnel	-	-	136,000	416,985	6
Operations	-	-	4,396	186,950	
Capital	-	-	20,673	-	
	-	-	161,069	603,935	
TOTAL PUBLIC WORKS					
Personnel	\$ 4,022,013	\$ 4,614,815	\$ 5,133,787	\$ 4,290,652	41
Operations	1,572,853	1,445,541	2,083,843	1,663,324	
Capital	642,880	151,119	1,177,800	357,620	
TOTALS	\$ 6,237,746	\$ 6,211,475	\$ 8,395,430	\$ 6,311,596	

* Number of benefitted employees

PUBLIC WORKS

PERSONNEL SUMMARY

DIVISION	HOURLY PAY RATES		FULL-TIME EQUIVALENT		
			ACTUAL	ESTIMATED	TENTATIVE
	MINIMUM	MAXIMUM	FY `22-`23	ACTUAL FY `23-`24	BUDGET FY `24-`25
<u>Public Works Administration</u>					
Full-time:					
Public Works Director	\$60.62	\$90.92	1.00	1.00	1.00
Office Administrator	\$23.42	\$33.39	1.00	1.00	1.00
Administrative Assistant	\$27.61	\$39.36	1.00	1.00	1.00
			3.00	3.00	3.00
<u>Traffic & Signs</u>					
Full-time:					
Traffic Operations Division Manager	\$43.74	\$65.61	1.00	1.00	1.00
Public Works Field Supervisor	\$39.36	\$42.18	1.00	1.00	1.00
Public Works Operator III	\$27.60	\$30.16	1.00	1.00	1.00
Public Works Technician I	\$20.01	\$21.86	1.00	2.00	2.00
			4.00	5.00	5.00
Variable-hour/Seasonal:					
Traffic Intern	\$14.00	\$21.00	1.25	1.25	1.25
Laborer	\$14.00	\$21.00	0.75	0.75	0.75
			2.00	2.00	2.00
			6.00	6.00	7.00
<u>Maintenance Administration</u>					
Full-time:					
Assistant Public Works Director	\$50.02	\$75.03	1.00	1.00	1.00
			1.00	1.00	1.00
<u>Streets</u>					
Full-time:					
Streets Division Manager	\$43.74	\$65.61	1.00	0.00	0.00
Public Works Field Supervisor	\$39.36	\$42.18	1.00	0.00	0.00
Public Works GIS Specialist	N/A	N/A	1.00	0.00	0.00
Public Works Crew Leader	\$30.46	\$35.31	3.00	0.00	0.00
Public Works Operator	\$21.79	\$30.16	3.00	0.00	0.00
Public Works Technician	\$20.01	\$27.70	4.00	0.00	0.00
			13.00	0.00	0.00
Variable-hour/Seasonal:					
Laborer	\$14.00	\$21.00	5.00	0.00	0.00
			18.00	0.00	0.00

EXHIBIT "A"

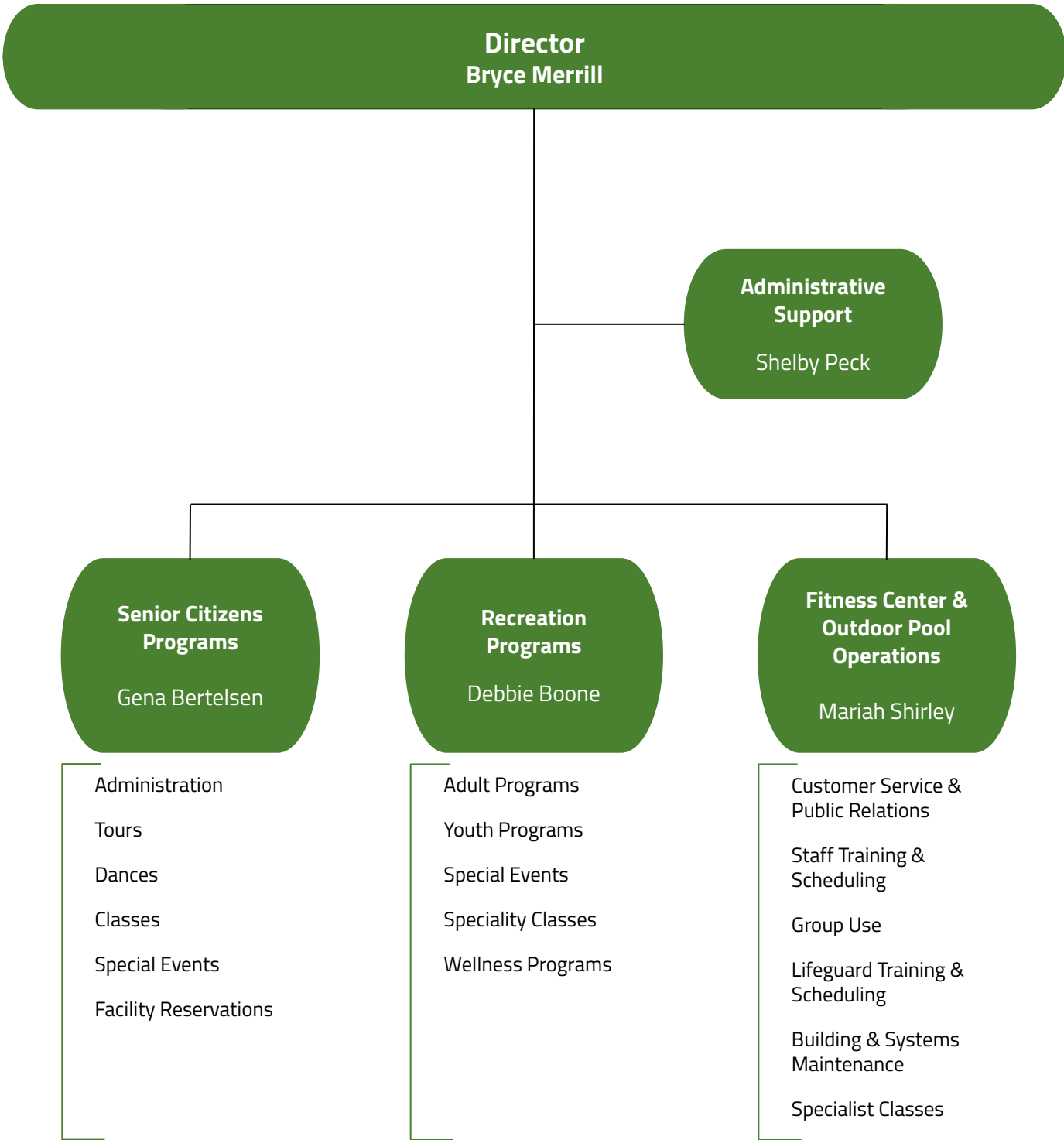
EXHIBIT "B"

EXHIBIT "C"

PUBLIC WORKS
PERSONNEL SUMMARY

DIVISION	PAY GRADE	HOURLY PAY RATES MINIMUMMAXIMUM		FULL-TIME EQUIVALENT		
				ACTUAL FY `22-`23	ESTIMATED ACTUAL FY `23-`24	TENTATIVE BUDGET FY `24-`25
<u>Parks</u>						
Full-time:						
Parks Division Manager	21	\$36.09	\$54.14	1.00	1.00	1.00
Public Works Field Supervisor	18	\$39.36	\$42.18	1.00	1.00	1.00
Public Works Crew Leader	16	\$30.46	\$35.31	3.00	4.00	4.00
Public Works Program Manager	16	\$30.46	\$35.31	1.00	2.00	2.00
Public Works Technician	0	\$20.01	\$27.70	6.00	13.00	13.00
				12.00	21.00	21.00
Variable-hour/Seasonal:						
Laborer	N/A	\$14.00	\$21.00	22.00	22.00	22.00
				34.00	43.00	43.00
<u>Cemetery</u>						
Full-time:						
Public Works Program Manager	16	\$30.46	\$35.31	1.00	1.00	1.00
Public Works Technician	0	\$20.01	\$27.70	3.00	4.00	4.00
				4.00	5.00	5.00
Variable-hour/Seasonal:						
Laborer	N/A	\$14.00	\$21.00	3.50	3.50	3.50
				7.50	8.50	8.50
<u>GIS Services</u>						
Full-time:						
GIS Division Manager	0	\$43.74	\$65.61	0.00	1.00	1.00
GIS Administrator	0	\$42.59	\$53.95	0.00	1.00	1.00
GIS Analyst	#N/A	\$31.37	\$42.16	0.00	4.00	4.00
				0.00	6.00	6.00
<u>TOTAL PUBLIC WORKS</u>						
Full-time				37.00	41.00	41.00
Variable-hour/Seasonal				32.50	27.50	27.50
TOTAL FULL-TIME EQUIVALENTS (FTE)				68.75	68.50	68.50

RECREATION



RECREATION

OVERVIEW

The Recreation department operates out of both the General Fund and the Recreation Fund. The General Fund is responsible for the overall administration of the department and provides funding for the Senior Citizens and Programs divisions.

The Senior Citizens division plans, administers, and supervises comprehensive senior programs and activities primarily located in the City of Orem Senior Friendship Center.

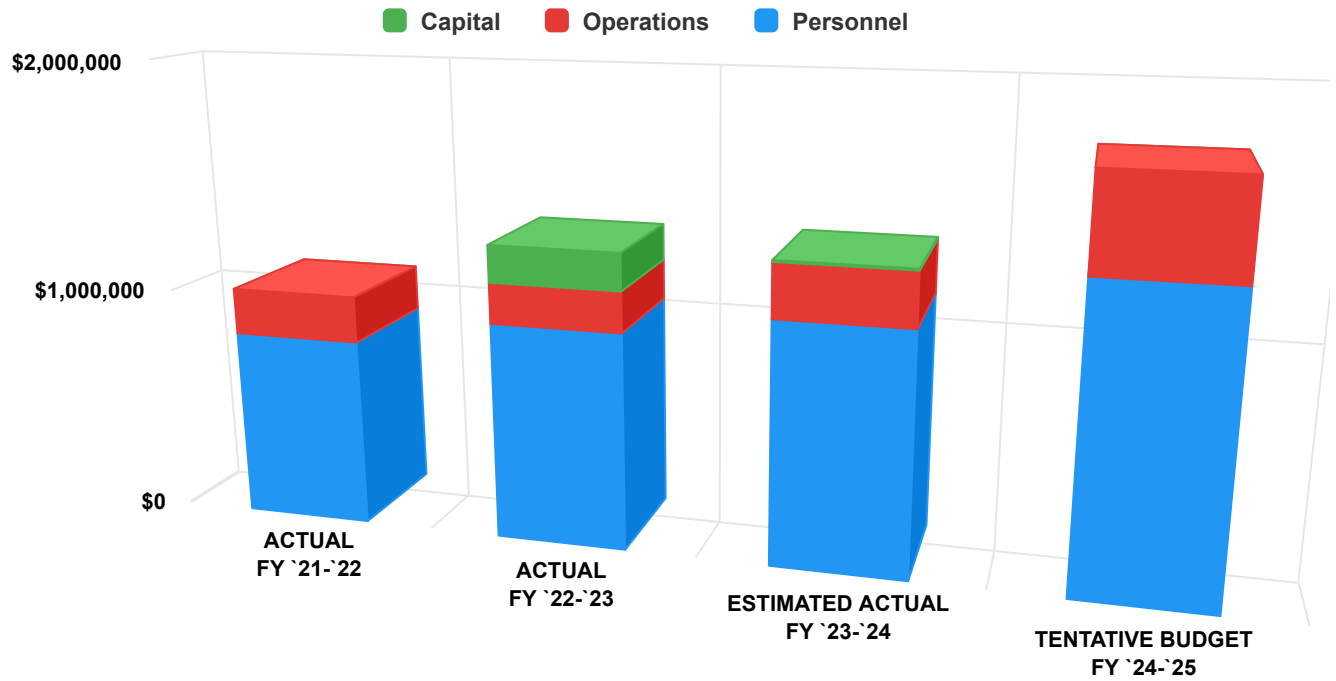
The Programs division plans, administers, and supervises comprehensive youth and adult sports programs, special events, and park youth activities.

The Recreation Fund is responsible for all Fitness Center and Scera Park Pools operations and maintenance. The Recreation Fund plans, administers, and supervises a full range of programs and services associated with a full scale fitness center and swimming pools.

The Recreation department includes the following divisions:

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

RECREATION DEPARTMENT EXPENDITURES COMPARISON BY FISCAL YEAR



EXPENDITURES BY CATEGORY (FY '24-'25)

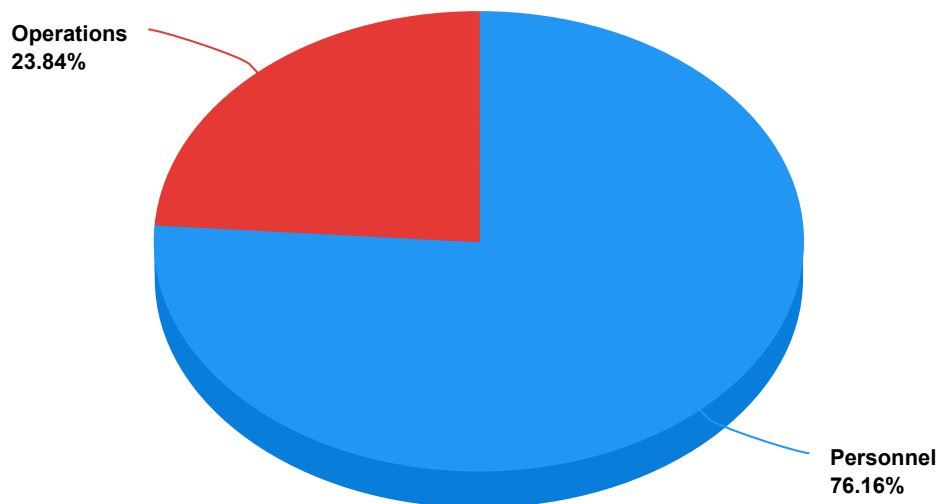


EXHIBIT "A"

EXHIBIT "B"

EXHIBIT "C"

RECREATION

EXPENDITURES SUMMARY

DIVISION	ACTUAL FY `21-`22	ACTUAL FY `22-`23	ESTIMATED ACTUAL FY `23-`24	TENTATIVE BUDGET FY `24-`25	# OF EMP. *
<u>Recreation Administration</u>					
Personnel	\$ 207,127	\$ 277,809	\$ 344,055	\$ 482,627	4
Operations	10,441	14,149	18,527	134,910	
Capital	-	-	-	-	
	217,568	291,958	362,582	617,537	
<u>Senior Citizens</u>					
Personnel	156,793	176,066	160,128	188,771	1
Operations	10,262	4,155	11,691	14,617	
Capital	-	161,805	3,195	-	
	167,054	342,027	175,014	203,388	
<u>Programs Administration</u>					
Personnel	325,485	358,204	399,904	493,218	4
Operations	17,350	16,759	27,906	26,244	
	342,835	374,962	427,810	519,462	
<u>Softball / T-Ball / Coach & Machine Pitch</u>					
Personnel	47,202	30,335	52,050	43,612	0
Operations	120,214	91,786	114,620	189,540	
	167,416	122,121	166,670	233,152	
<u>Basketball</u>					
Personnel	52,281	52,303	48,300	70,350	0
Operations	29,037	31,261	31,700	28,200	
	81,318	83,564	80,000	98,550	
<u>Summer Youth Parks / Sports Camps</u>					
Personnel	24,237	20,717	24,650	-	0
Operations	5,709	7,070	7,450	-	
	29,946	27,787	32,100	-	
<u>Tennis</u>					
Personnel	3,268	5,469	5,775	5,985	0
Operations	1,166	1,933	1,900	1,200	
	4,434	7,402	7,675	7,185	
<u>Volleyball</u>					
Personnel	9,001	8,024	2,200	9,240	0
Operations	4,262	3,635	6,500	4,800	
	13,263	11,659	8,700	14,040	
<u>All Other Programs</u>					
Personnel	-	20,562	17,993	10,710	0
Operations	-	8,092	15,475	8,750	
	-	28,654	33,468	19,460	
<u>TOTAL RECREATION</u>					
Personnel	\$ 825,394	\$ 949,489	\$ 1,055,055	\$ 1,304,513	9
Operations	198,440	178,841	235,769	408,261	
Capital	-	161,805	3,195	-	
TOTALS	\$ 1,023,834	\$ 1,290,134	\$ 1,294,019	\$ 1,712,774	

* Number of benefitted employees

RECREATION

PERSONNEL SUMMARY

DIVISION	HOURLY PAY RATES		FULL-TIME EQUIVALENT		
			ACTUAL	ESTIMATED	TENTATIVE
	MINIMUM	MAXIMUM	FY `22-`23	ACTUAL FY `23-`24	BUDGET FY `24-`25
<u>Recreation Administration</u>					
Full-time:					
Library & Recreation Director	\$60.62	\$90.92	1.00	1.00	1.00
Office Administrator	\$23.42	\$33.39	1.00	1.00	1.00
Events Manager	\$32.86	\$35.91	0.00	0.00	1.00
Events Coordinator	\$23.50	\$28.91	1.00	2.00	1.00
			3.00	4.00	4.00
<u>Senior Citizens</u>					
Full-time:					
Senior Center Manager	\$32.86	\$35.91	1.00	1.00	1.00
Variable-hour/Seasonal:					
Service Worker	\$14.00	\$21.00	1.25	1.25	1.25
Receptionist	\$12.00	\$18.00	1.50	1.50	1.50
			2.75	2.75	2.75
			3.75	3.75	3.75
<u>Program Administration</u>					
Full-time:					
Recreation Manager - Programs	\$36.45	\$54.68	1.00	1.00	1.00
Recreation Coordinator	\$23.50	\$28.07	3.00	3.00	3.00
			4.00	4.00	4.00
Variable-hour/Seasonal:					
Tennis Specialist	\$11.00	\$16.50	0.15	0.15	0.15
Track Supervisor	\$11.00	\$16.50	0.05	0.05	0.05
Sports Supervisor	\$11.00	\$16.50	0.40	0.40	0.40
Recreation Assistant	\$12.00	\$18.00	3.25	3.25	3.25
Concessions	\$10.00	\$15.00	0.20	0.20	0.20
			4.05	4.05	4.05
			8.05	8.05	8.05
<u>TOTAL RECREATION</u>					
Full-time			8.00	9.00	9.00
Variable-hour/Seasonal			6.80	6.80	6.80
TOTAL FULL-TIME EQUIVALENTS (FTE)			14.80	15.80	15.80

EXHIBIT "A"

EXHIBIT "B"

EXHIBIT "C"

EXHIBIT "A"

RECREATION



EXHIBIT "B"



EXHIBIT "C"



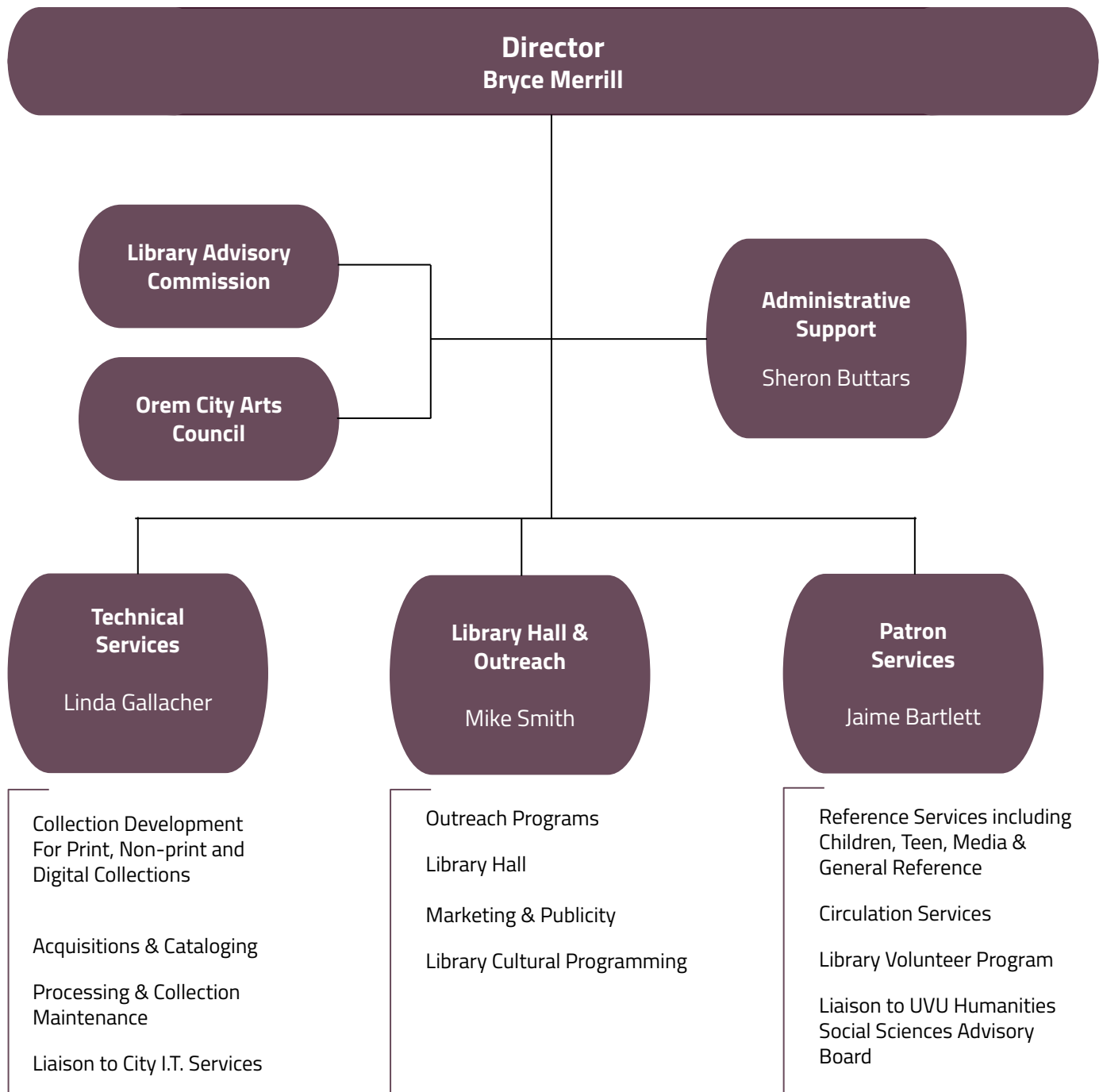
LIBRARY

EXHIBIT "A"

EXHIBIT "B"

EXHIBIT "C"

LIBRARY

OVERVIEW

The Orem Public Library is a full-service, single branch library supporting community members of all ages in their lifelong learning efforts through its extensive collection of materials, reference and advisory services, computer and printing access, a makerspace creative lab, cultural programs for patrons and touring art exhibits.

Collection

The Library has a collection of nearly 600,000 offerings in four distinct collections: Adult/Teen, Children, Media, and E-materials. The Adults/Teen collection includes a large reference section, current and classical fiction, large print items, periodicals and a variety of pamphlets and maps. The Children's collection is one of the largest in the State of Utah, featuring; board books, picture books, read-alongs, and both fiction and non-fiction titles in intermediate and junior areas. The Media collection includes contemporary films, old-time favorites, silent and foreign films, and television series media. A wide array of music and books on CD are also available. The E-materials collection includes: e-books, e-audiobooks, e-magazines, and streaming video.

Programming

The Orem Public Library is known for its robust programming schedule offering many options for families and age-specific programs like laptime, storytime, tween scene, and many different activities for teens. While the majority of in-person programming was on hiatus during the pandemic, staff offered virtual programming including storytimes, summer reading segments, an online series for Orem Reads, and a variety of Christmas concerts. In-person highlights during the pandemic included outdoor movies, concerts, and car parades.

Library Hall

In March of 2021, the City of Orem opened a new cultural arts facility known as Library Hall on the City Center campus. The Hall offers three main spaces for programming: a 500-seat auditorium, a classroom/meeting space, and a spacious lobby that functions as both an event space and an art gallery.

Makerspace

The Library's Makerspace functions as a creative lab for many different interests and features programs, equipment, and tools for project creation. Some of the items available for use or checkout include: 3-D printers, Mac computers with graphic design and editing software, a sound booth, keyboards, editing programs for music, GoPro cameras, film cameras, sewing equipment, and much more..

Environment

The Library offers several study-space areas as well as seven study rooms. The Library also has a Kid Zone area for our youngest patrons which features a puppet theater and stage, sensory/activity panels, a book nook, and kid-friendly shelving and seating.

Technology

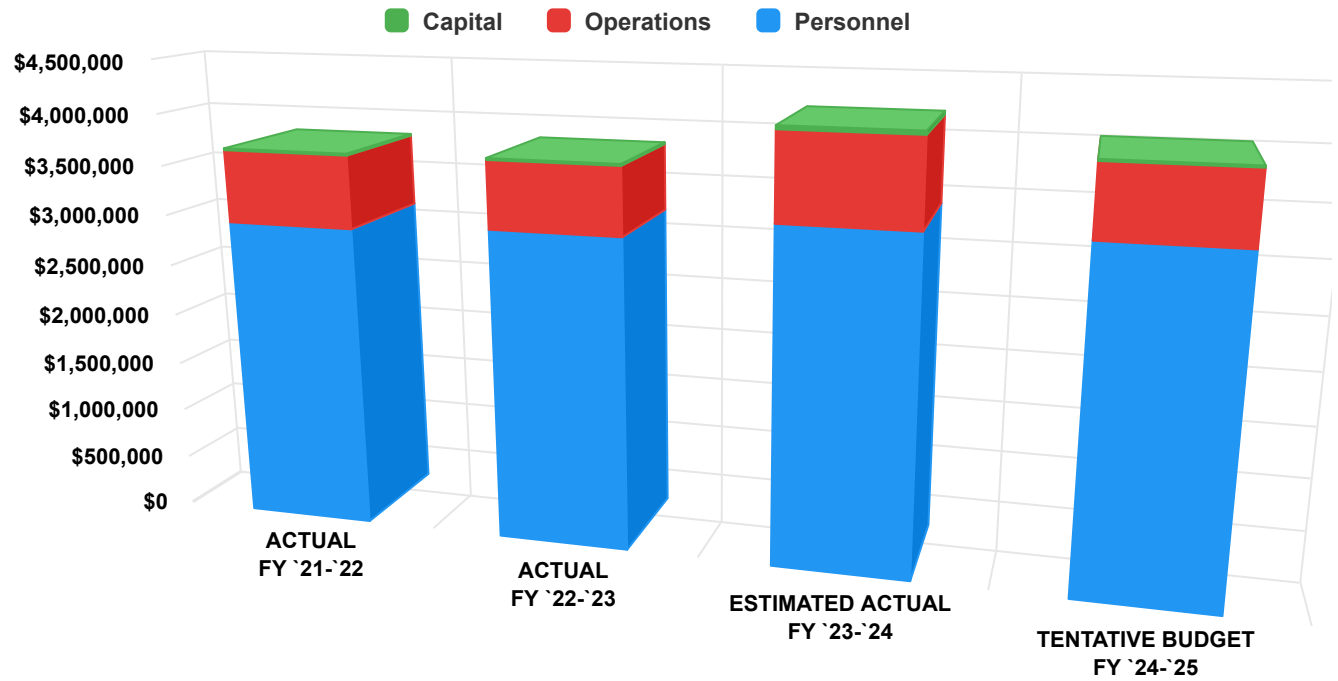
Over the course of the last year, the Library has replaced the Radio Frequency Identification (RFID) gates at both the main and south entrances as well as upgrading several self-checkout stations. To improve patron services during the pandemic, the Library increased the ability for patrons to put items on hold for grab-and-go service..

The Library department includes the following divisions:

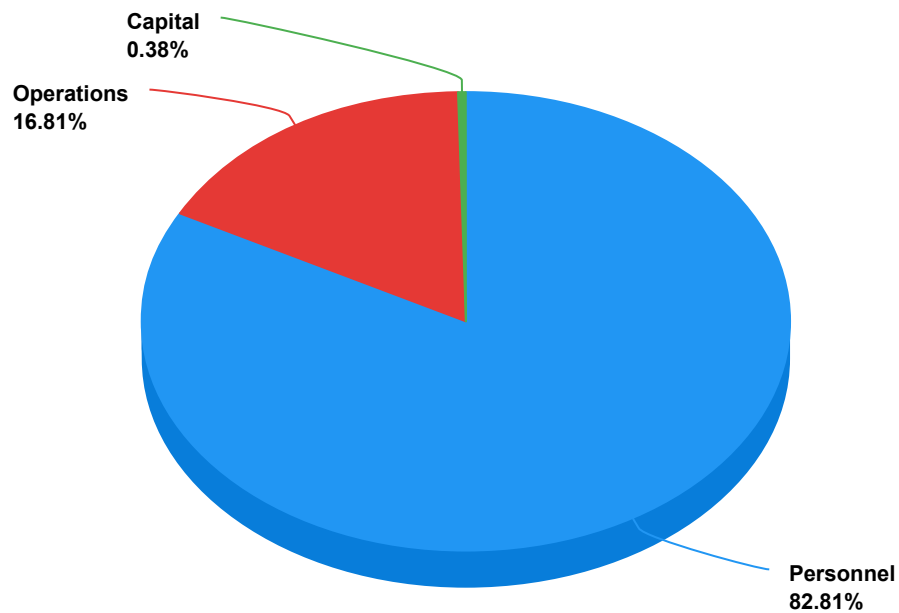
- Library Administration
- Technical Services
- Patron Services

LIBRARY

EXPENDITURES COMPARISON BY FISCAL YEAR



EXPENDITURES BY CATEGORY (FY '24-'25)



LIBRARY

EXPENDITURES SUMMARY

DIVISION	ACTUAL FY `21-`22	ACTUAL FY `22-`23	ESTIMATED ACTUAL FY `23-`24	TENTATIVE BUDGET FY `24-`25	# OF EMP. *
<u>Library Administration</u>					
Personnel	\$ 288,174	\$ 241,545	\$ 276,088	\$ 271,379	2
Operations	101,430	60,401	228,611	129,525	
Capital	-	-	17,348	-	
	389,603	301,946	522,046	400,904	
<u>Technical Services</u>					
Personnel	1,085,798	1,054,125	1,012,789	1,133,818	9
Operations	526,994	451,350	469,970	421,295	
Capital	-	-	-	-	
	1,612,792	1,505,475	1,482,759	1,555,113	
<u>Patron and Video Services</u>					
Personnel	1,594,274	1,751,614	1,871,641	1,310,929	12
Operations	73,833	138,275	137,069	93,715	
Capital	16,131	12,467	19,474	15,000	
	1,640,479	1,902,356	2,028,185	1,419,644	
<u>Library Hall and Outreach</u>					
Personnel	-	-	74,000	532,319	5
Operations	-	-	100	15,000	
Capital	-	-	-	-	
	-	-	74,100	547,319	
<u>TOTAL LIBRARY</u>					
Personnel	\$ 2,968,246	\$ 3,047,284	\$ 3,234,518	\$ 3,248,445	28
Operations	702,256	650,026	835,750	659,535	
Capital	16,131	12,467	36,822	15,000	
TOTALS	\$ 3,686,634	\$ 3,709,777	\$ 4,107,089	\$ 3,922,980	

* Number of benefitted employees

LIBRARY

PERSONNEL SUMMARY

DIVISION	HOURLY PAY RATES		FULL-TIME EQUIVALENT		
			ACTUAL	ESTIMATED	TENTATIVE
	MINIMUM	MAXIMUM	FY '22-'23	FY '23-'24	BUDGET FY '24-'25
<u>Library Administration</u>					
Full-time:					
Library & Recreation Director	\$60.62	\$90.92	1.00	1.00	1.00
Office Administrator	\$23.42	\$33.39	1.00	1.00	1.00
			2.00	2.00	2.00
Variable-hour/Seasonal:					
Office Clerk	\$10.00	\$21.00	0.25	0.25	0.25
			2.25	2.25	2.25
<u>Technical Services</u>					
Full-time:					
Library Division Manager	\$39.16	\$58.74	1.00	1.00	1.00
Librarian I	\$31.15	\$39.46	2.00	1.00	1.00
Associate Librarian	\$20.39	\$30.84	7.00	7.00	7.00
			10.00	9.00	9.00
Variable-hour/Seasonal:					
Cataloging Librarian	\$19.47	\$29.21	0.90	0.90	0.90
Publicity & Events Specialist	\$11.04	\$16.56	0.80	0.80	0.80
Stage/Sound Technician	\$11.04	\$16.56	0.05	0.05	0.05
Library Assistant	\$9.26	\$13.89	1.85	1.85	1.85
Library Page	\$7.25	\$10.56	1.30	1.30	1.30
			4.90	4.90	4.90
			14.90	13.90	13.90
<u>Patron Services</u>					
Full-time:					
Library Division Manager	\$39.16	\$58.74	1.00	1.00	1.00
Librarian I	\$31.15	\$39.46	4.00	3.00	3.00
Associate Librarian	\$20.39	\$30.84	7.00	8.00	8.00
			12.00	12.00	12.00
Variable-hour/Seasonal:					
Publicity & Events Specialist	\$11.04	\$16.56	0.55	0.55	0.55
Library Assistant	\$9.26	\$13.89	8.65	8.65	8.65
Library Page	\$7.25	\$10.56	4.10	4.10	4.10
			13.30	13.30	13.30
			25.30	25.30	25.30
<u>Library Hall and Outreach</u>					
Full-time:					
Library Division Manager	\$39.16	\$58.74	0.00	1.00	1.00
Librarian I	\$31.15	\$39.46	0.00	2.00	2.00

EXHIBIT "A"

EXHIBIT "B"

EXHIBIT "C"

EXHIBIT "A"

LIBRARY
PERSONNEL SUMMARY

DIVISION	HOURLY PAY RATES		FULL-TIME EQUIVALENT		
	MINIMUM	MAXIMUM	ACTUAL	ESTIMATED	TENTATIVE
			FY `22-`23	ACTUAL FY `23-`24	BUDGET FY `24-`25
Associate Librarian	\$20.39	\$30.84	0.00	2.00	2.00
			0.00	5.00	5.00
TOTAL LIBRARY					
Full-time			24.00	28.00	28.00
Variable-hour/Seasonal			18.45	18.45	18.45
TOTAL FULL-TIME EQUIVALENTS (FTE)			42.45	46.45	46.45

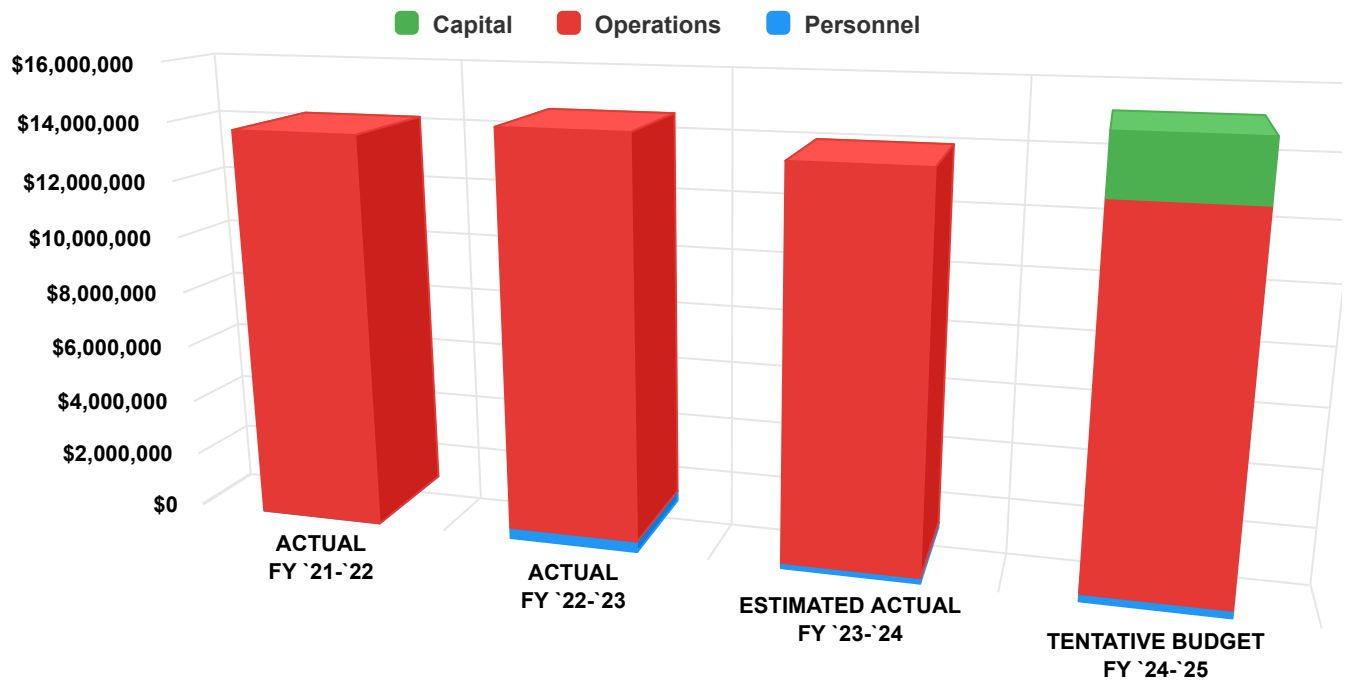
EXHIBIT "B"

EXHIBIT "C"

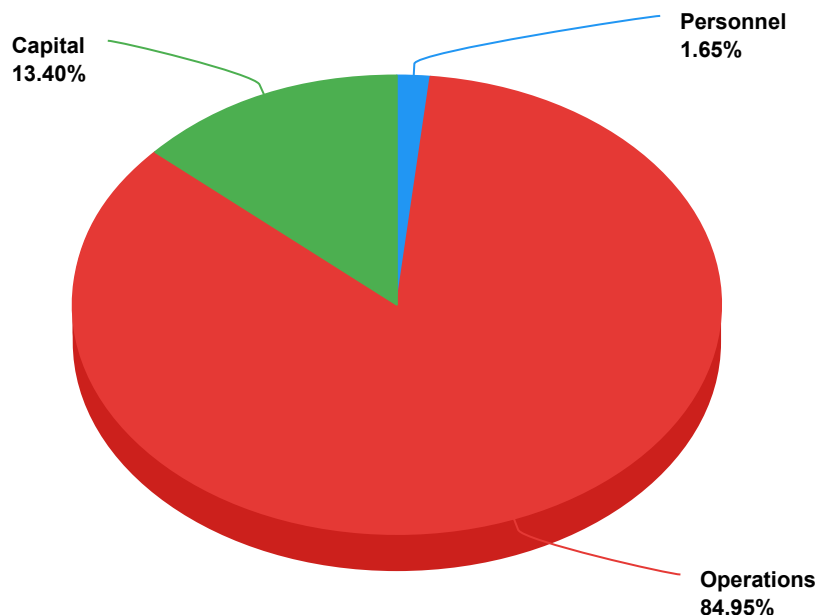
NON-DEPARTMENTAL

These accounts of the General Fund are used for expenditures that are not easily assigned to any one operating department (e.g. retiree benefits and inter-fund charges for insurance and information technology services) as well as inter-fund transfers and the Mayor/City Council's and City Manager's contingency funds.

EXPENDITURES COMPARISON BY FISCAL YEAR



EXPENDITURES BY CATEGORY (FY '24-'25)



NON-DEPARTMENTAL EXPENDITURES SUMMARY

EXPENDITURE CATEGORY	ACTUAL FY '21-'22	ACTUAL FY '22-'23	ESTIMATED ACTUAL FY '23-'24	TENTATIVE BUDGET FY '24-'25	# OF RET. *
Personnel					
Retiree Benefits	\$ 16,536	\$ 8,564	\$ 20,000	\$ 10,000	1
Vacation Benefit Costs	-	38,928	80,000	60,000	
Other Personnel Costs	6,162	307,694	110,336	175,000	
	22,698	355,186	210,336	245,000	
Operations					
Information Technology Charge	1,729,360	1,989,968	2,209,639	2,135,850	
Insurance Charge	784,891	877,645	905,128	1,021,363	
Purchasing / Warehouse Charge	237,461	258,237	234,428	239,939	
Facilities Maintenance Charge	-	-	1,281,655	1,372,794	
UTOPIA Pledge Transfer	3,355,337	3,422,443	3,490,893	3,560,710	
Sales Tax Revenue Bond Transfer	254,522	259,908	-	652,000	
Siemens Energy Lease Transfer	265,941	266,203	266,221	266,431	
Street Lighting Fund Transfer	15,000	15,000	15,000	15,000	
Recreation Fund Transfer	-	-	-	-	
Capital Projects Fund Transfer	5,725,000	5,250,435	250,000	-	
Development Fees Fund Transfer	-	-	-	1,401,663	
All Other Fund Transfers	1,074,000	1,349,000	1,074,000	1,074,000	
Contingencies	-	-	-	625,020	
Other Expenditures	343,293	202,210	3,632,581	223,100	
	13,784,805	13,891,050	13,359,545	12,587,870	
Capital					
Vehicle Replacement	-	-	-	1,385,500	
Vehicle Replacement - Fire Apparatus	-	-	-	600,000	
	-	-	-	1,985,500	
TOTAL NON-DEPARTMENTAL					
Personnel	\$ 22,698	\$ 355,186	\$ 210,336	\$ 245,000	1
Operations	13,784,805	13,891,050	13,359,545	12,587,870	
Capital	-	-	-	1,985,500	
TOTALS	<u>\$ 13,807,502</u>	<u>\$ 14,246,235</u>	<u>\$ 13,569,881</u>	<u>\$ 14,818,370</u>	

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

NON-DEPARTMENTAL

UTOPIA SALES TAX REVENUE PLEDGE SUMMARY

FISCAL YEAR	ANNUAL PLEDGE AMOUNT	PRINCIPAL PORTION	INTEREST PORTION
2024-2025	\$ 3,560,710	\$ 874,831	\$ 2,685,879
2025-2026	3,631,924	1,005,775	2,626,149
2026-2027	3,704,563	1,149,648	2,554,915
2027-2028	3,778,654	1,244,906	2,533,748
2028-2029	3,854,227	1,413,296	2,440,931
2029-2030	3,931,312	1,586,153	2,345,159
2030-2031	4,009,938	1,779,571	2,230,367
2031-2032	4,090,136	1,988,169	2,101,967
2032-2033	4,171,940	2,218,378	1,953,562
2033-2034	4,255,378	2,462,495	1,792,883
2034-2035	4,340,486	2,728,019	1,612,467
2035-2036	4,427,296	3,013,844	1,413,452
2036-2037	4,515,841	3,325,951	1,189,890
2037-2038	4,606,158	3,660,141	946,017
2038-2039	4,698,281	4,221,985	476,296
2039-2040	4,385,584	4,198,382	187,202
GRAND TOTALS	\$ 65,962,428	\$ 36,871,544	\$ 29,090,884

<u>UTOPIA CITIES</u>	<u>PARTICIPATION %</u>
West Valley City	28.01%
Orem City	21.85%
Layton City	16.73%
Murray City	12.32%
Midvale City	6.07%
Brigham City	3.35%
Centerville City	3.33%
Lindon City	3.08%
Tremonton City	2.53%
Payson City	1.91%
Perry City	0.82%
	<u>100.00%</u>

EXHIBIT "A"

EXHIBIT "B"

EXHIBIT "C"

Road Fund

ROAD FUND

OVERVIEW

The Road Fund is used to account for Orem's share of the revenues and expenditures related to gas taxes paid on the sale of gasoline throughout the State of Utah. These funds are administered by the Utah Department of Transportation (UDOT) and may only be used on certain street and highway expenditures as provided in Utah State Code.

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

One tool employed by the City for determining which streets need which type of maintenance is a Pavement Management Program (PMP). This program employs individuals, computer software, and available resources working together to determine, recommend, and implement the most cost effective course of action concerning the maintenance and repair of the City's street system. All city streets are inspected for surface defects and deterioration at least once every three years. They are recorded, rated, and receive a value or OCI (overall condition index) rating. The Streets Section currently uses software to help manage the PMP program.

This fund was created and is presented in this budget document as a distinct set of accounts for budgetary control purposes only. By having a separate fund, it allows managers the information they need to ensure and demonstrate budgetary compliance with Utah State Code as mentioned previously.

Budgetary integration of this fund will occur with the General Fund for financial statement reporting purposes.

REVENUES

The Road Fund receives its gas tax revenue portion based on a 50/50 percentage formula of Orem's population compared to the State's total population and the City's weighted centerline miles compared to all lane miles in the state. UDOT distributes these funds every two months (six times a year).

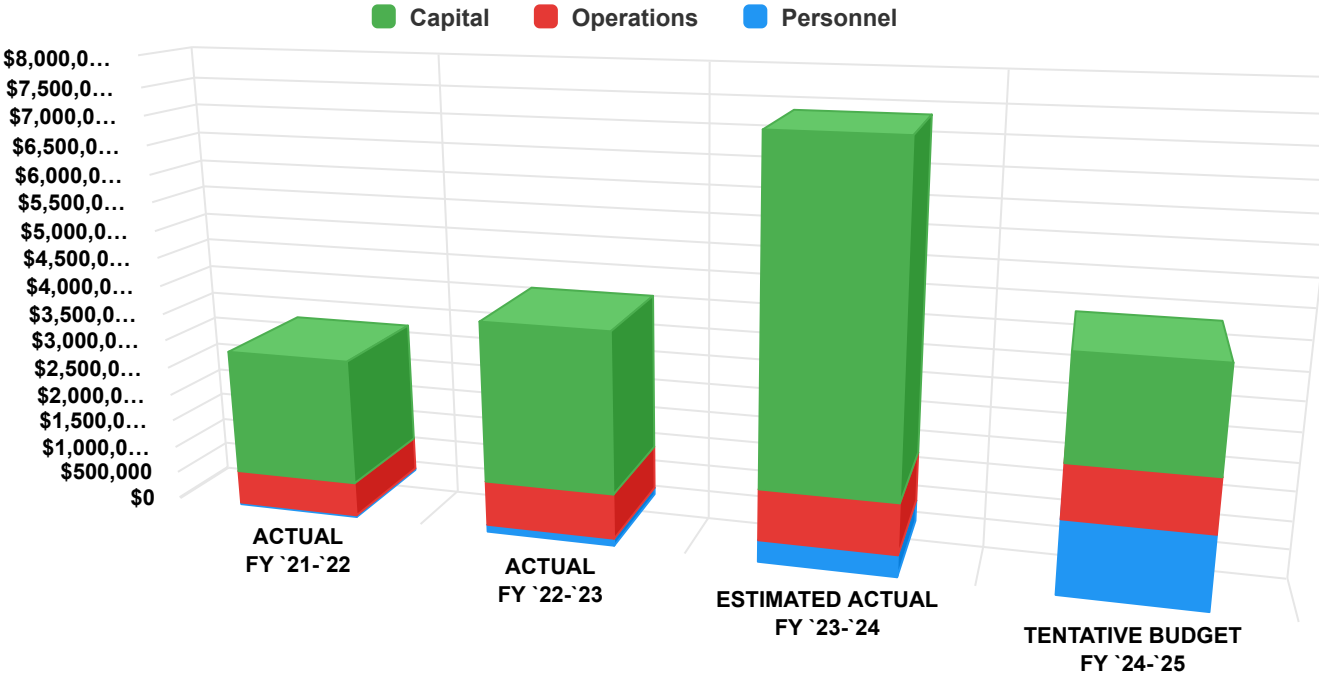
REVENUE DESCRIPTION	ACTUAL		ESTIMATED	TENTATIVE
	FY '21-'22	FY '22-'23	ACTUAL FY '23-'24	BUDGET FY '24-'25
Revenues - B&C Road Funds	\$ 3,607,423	\$ 3,770,243	\$ 3,700,000	\$ 3,800,000
Interest Earnings	26,510	201,672	100,000	200,000
Sale of Fixed Assets	235,155	-	-	-
Appropriations of Surplus	-	-	-	-
Award - VW Enviro Mitigation Agreement	-	-	-	-
FUND TOTALS	\$ 3,869,088	\$ 3,971,915	\$ 3,800,000	\$ 4,000,000

EXHIBIT "A"

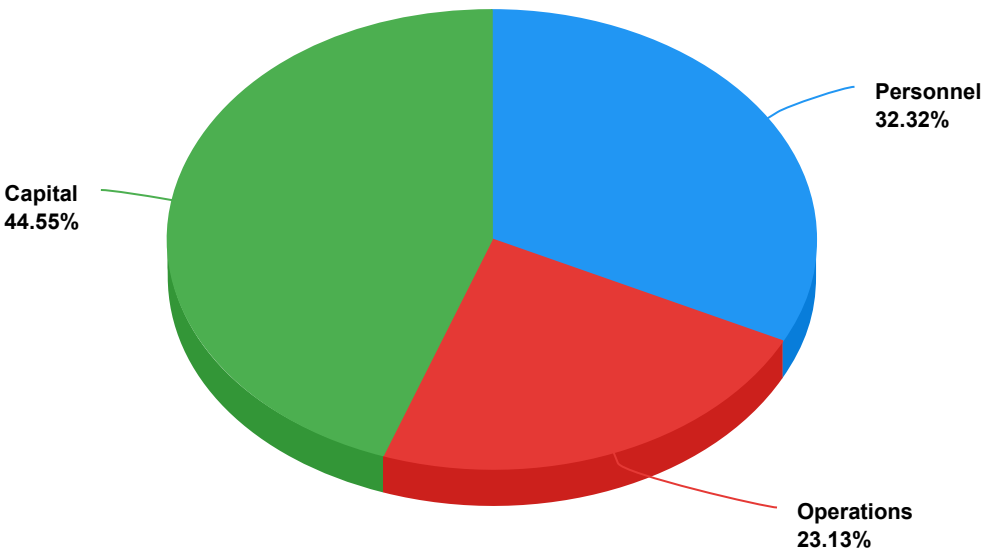
EXHIBIT "B"

EXHIBIT "C"

ROAD FUND
EXPENDITURES COMPARISON BY FISCAL YEAR



EXPENDITURES BY CATEGORY (FY '24-'25)



ROAD FUND

EXPENDITURES SUMMARY

EXPENDITURE CATEGORY	ACTUAL FY `21-`22	ACTUAL FY `22-`23	ESTIMATED ACTUAL FY `23-`24	TENTATIVE BUDGET FY `24-`25	# OF EMP. *
Personnel					
Salaries & Wages	\$ 33,483	\$ 101,588	\$ 280,000	\$ 895,613	12
Salaries & Wages - Overtime	1,410	338	10,000	30,000	
Fringe Benefits	4,831	13,402	85,000	367,143	
	39,724	115,327	375,000	1,292,756	
Operations					
Employee Development	4,430	4,985	11,000	17,700	
Supplies	25	5,470	12,000	29,394	
Equipment	1,594	6,428	26,652	12,100	
Fuel	1,321	402	500	80,500	
Maintenance & Repair	6,458	15,662	19,911	88,011	
Professional & Technical Services	44,400	20,687	9,700	28,500	
Materials - Road & Sidewalk	344,183	560,342	554,961	518,300	
Administration Charge	195,625	179,455	263,812	133,675	
Other Expenditures	4,899	3,716	17,663	17,200	
	602,934	797,145	916,198	925,380	
Capital					
Street Overlay / Reconstruction	382,197	524,843	964,219	610,378	
Street Striping	247,804	174,781	282,844	220,000	
Street Sealing	350,000	450,000	403,000	-	
Slurry Seals	479,788	452,751	1,151,697	-	
Micro-Surfacing & Other Projects	529,018	890,287	2,361,295	687,486	
Vehicle & Equipment Replacement	240,530	360,809	716,820	264,000	
	2,229,338	2,853,470	5,879,874	1,781,864	
TOTAL ROAD FUND					
Personnel	\$ 39,724	\$ 115,327	\$ 375,000	\$ 1,292,756	12
Operations	602,934	797,145	916,198	925,380	
Capital	2,229,338	2,853,470	5,879,874	1,781,864	
TOTALS	\$ 2,871,996	\$ 3,765,942	\$ 7,171,072	\$ 4,000,000	

* Number of benefitted employees

CAPITAL BUDGET	PROJECTED FY `25-`26	PROJECTED FY `26-`27	PROJECTED FY `27-`28	PROJECTED FY `28-`29
Street Overlay / Reconstruction	\$ 1,000,000	\$ 1,000,000	\$ 1,000,000	\$ 1,000,000
Street Striping	105,000	105,000	105,000	105,000
Street Sealing	350,000	350,000	350,000	350,000
Slurry Seals	450,000	450,000	450,000	450,000
Micro-Surfacing & Other Projects	725,000	725,000	725,000	725,000
Vehicle & Equipment Replacement	64,000	64,000	64,000	64,000
TOTALS	\$ 2,694,000	\$ 2,694,000	\$ 2,694,000	\$ 2,694,000

EXHIBIT "A"

EXHIBIT "B"

EXHIBIT "C"

EXHIBIT "A"

EXHIBIT "B"

EXHIBIT "C"

ROAD FUND
PERSONNEL SUMMARY

DIVISION	HOURLY PAY RATES		FULL-TIME EQUIVALENT		
			ACTUAL	ESTIMATED	TENTATIVE
	MINIMUM	MAXIMUM	FY `22-`23	FY `23-`24	BUDGET FY `24-`25
<u>Streets</u>					
Full-time:					
Streets Division Manager	\$43.74	\$65.61	1.00	1.00	1.00
Public Works Crew Leader	\$30.46	\$35.31	2.00	2.00	2.00
Public Works Operator I	\$21.79	\$23.81	3.00	3.00	3.00
Public Works Technician I	\$20.01	\$21.86	6.00	6.00	6.00
			12.00	12.00	12.00
Variable-hour/Seasonal:					
Laborer	\$14.00	\$21.00	5.00	5.00	5.00
			17.00	17.00	17.00
<u>TOTAL PUBLIC WORKS</u>					
Full-time			12.00	12.00	12.00
Variable-hour/Seasonal			5.00	5.00	5.00
TOTAL FULL-TIME EQUIVALENTS (FTE)			17.00	17.00	17.00

Care Tax Fund

CARE TAX FUND

OVERVIEW

The CARE (Cultural Arts and Recreation Enrichment) Tax Fund was created to account for the voter approved additional sales tax collected within the boundaries of the City. The original CARE tax began in April 2006. The CARE tax sales tax option was reauthorized by citizen vote in a general election in November 2023 for a ten year period beginning in April 2024.

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

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

Grants through the competitive CARE Program provide funding to enhance both recreation and cultural arts for the City’s residents. This competitive granting process occurs annually.

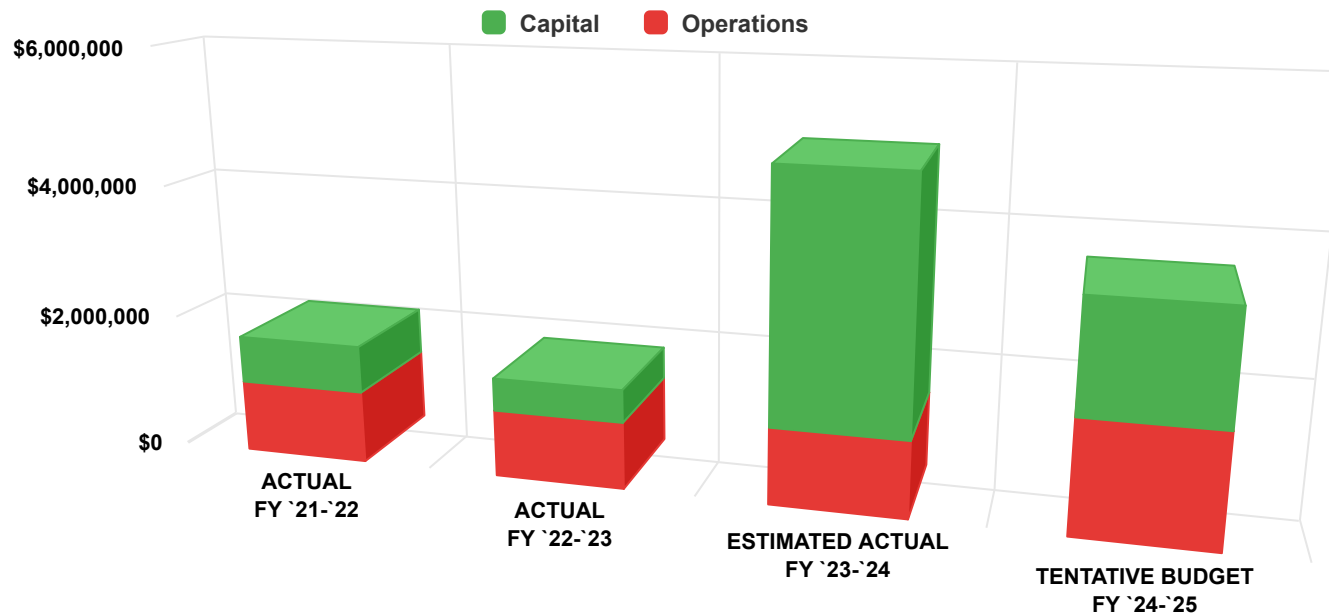
REVENUES

The CARE Tax Fund receives its revenues from the 1/10 of 1% (\$0.10 for every \$100 spent) sales tax collected within the boundaries of the city.

REVENUE DESCRIPTION	ACTUAL		ESTIMATED	TENTATIVE
	FY `21-`22	FY `22-`23	ACTUAL FY `23-`24	BUDGET FY `24-`25
Sales Taxes - CARE Tax	\$ 3,152,288	\$ 3,143,029	\$ 3,000,000	\$ 3,150,000
Interest Earnings	-9,100	151,163.24	125,000	150,000
Appropriations of Surplus	-	-	-	-
FUND TOTALS	<u>\$ 3,143,189</u>	<u>\$ 3,294,192</u>	<u>\$ 3,125,000</u>	<u>\$ 3,300,000</u>

CARE TAX FUND

EXPENDITURES COMPARISON BY FISCAL YEAR



EXPENDITURES SUMMARY

EXPENDITURE CATEGORY	ACTUAL FY '21-'22	ACTUAL FY '22-'23	ESTIMATED ACTUAL FY '23-'24	TENTATIVE BUDGET FY '24-'25
Operations				
Scera - Major Grant	\$ 575,000	\$ 759,936	\$ 842,675	\$ -
Hale Theater Orem - Major Grant	349,000	-	-	-
Utah Metro Ballet - Major Grant	21,737	25,000	25,000	-
Co-Sponsored Groups - Major Grant	-	66,173	103,827	-
Mid-Major Grants	18,000	18,000	18,800	-
Minor Grants	40,889	37,900	42,300	-
Administration Charge	36,750	46,200	38,734	47,250
Other Expenditures	29,450	29,450	50,972	1,626,375
	<u>1,070,826</u>	<u>982,659</u>	<u>1,122,307</u>	<u>1,673,625</u>
Capital				
Fitness Center Improvements	492,482	-	-	-
Lakeside Sports Complex	-	295,341	2,539,809	-
Scera Pool Drainage	214,129	-	8,590	-
Other Improvements	-	183,167	1,103,000	1,626,375
	<u>706,611</u>	<u>478,508</u>	<u>3,651,399</u>	<u>1,626,375</u>
TOTAL CARE TAX FUND				
Operations	\$ 1,070,826	\$ 982,659	\$ 1,122,307	\$ 1,673,625
Capital	<u>706,611</u>	<u>478,508</u>	<u>3,651,399</u>	<u>1,626,375</u>
TOTALS	<u>\$ 1,777,437</u>	<u>\$ 1,461,167</u>	<u>\$ 4,773,706</u>	<u>\$ 3,300,000</u>

EXHIBIT "A"

EXHIBIT "B"

EXHIBIT "C"

EXHIBIT "A"

EXHIBIT "B"

EXHIBIT "C"



The CARE Program provides community benefits and opportunities for all Orem residents. Since the CARE Program was authorized, funding has been used to improve the quality of local arts programs, to expand open space for parks and recreation, and to improve and expand city facilities. Grant recipients have reported that CARE funding has helped them reach new heights in the quality of activities they are able to offer our community.



Telecommunications Billing Fund

EXHIBIT "A"

TELECOMMUNICATIONS BILLING FUND

OVERVIEW

The Telecommunications Billing Fund is used to account for the billing and collection activities related to Contracted Utility Enhancement (CUE) Agreements which are for the installation of fiber-optic lines to the home.

The services provided by the fund are under the direction of the Finance Department through the Accounting Division. The fund has billed over 300 CUE agreements since July of 2012 and is currently billing over 60 customers.

EXHIBIT "B"

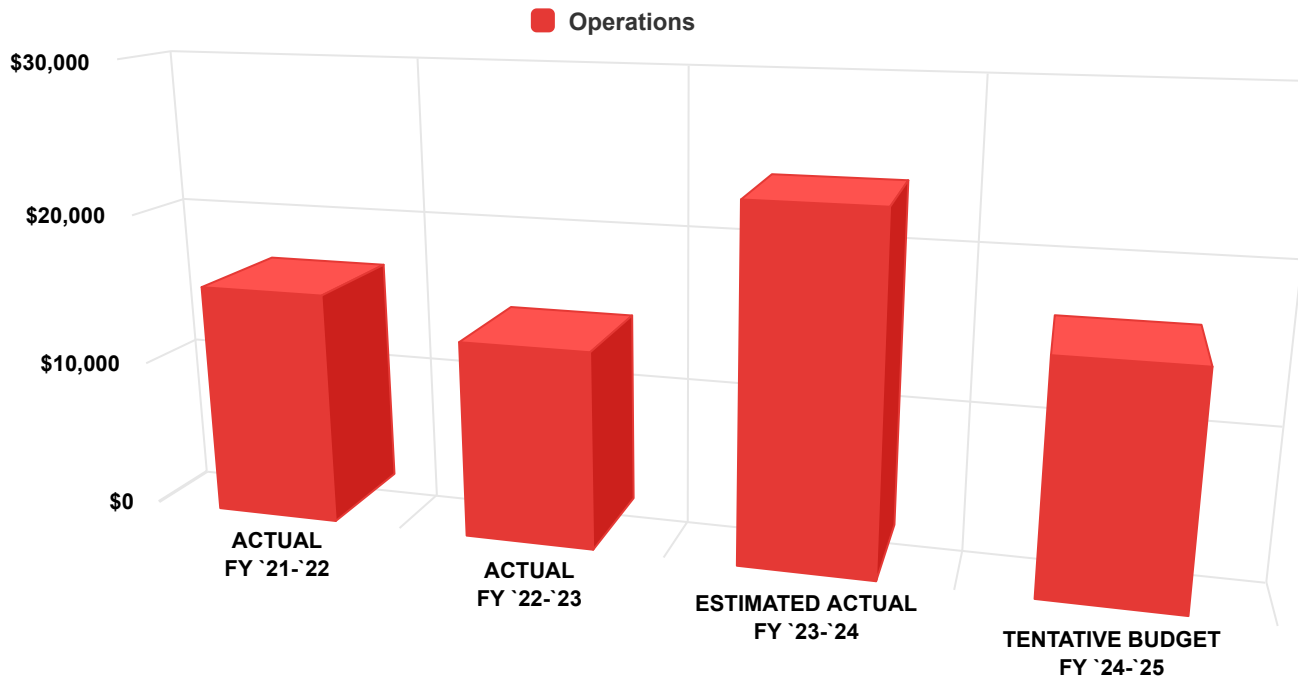
REVENUES

The Telecommunications Billing Fund receives revenues for billing and collection services consisting of a 5% administration charge and interest earnings on CUE agreements.

REVENUE DESCRIPTION	ACTUAL	ACTUAL	ESTIMATED	TENTATIVE
	FY `21-`22	FY `22-`23	ACTUAL FY `23-`24	BUDGET FY `24-`25
Fees - Fiber Optic Billing	\$ 1,628	\$ 920	\$ 2,000	\$ 1,000
Interest Earnings	18,801	13,722	21,000	14,000
FUND TOTALS	<u>\$ 20,430</u>	<u>\$ 14,641</u>	<u>\$ 23,000</u>	<u>\$ 15,000</u>

EXHIBIT "C"

TELECOMMUNICATIONS BILLING FUND
EXPENDITURES COMPARISON BY FISCAL YEAR



EXPENDITURES SUMMARY

EXPENDITURE CATEGORY	ACTUAL FY '21-'22	ACTUAL FY '22-'23	ESTIMATED ACTUAL FY '23-'24	TENTATIVE BUDGET FY '24-'25
Operations				
Professional & Technical Services	\$ 15,445	\$ 13,123	\$ 23,000	\$ 15,000
Other	-	-	-	-
	15,445	13,123	23,000	15,000
TOTAL TELECOMMUNICATIONS BILLING FUND				
Personnel	\$ -	\$ -	\$ -	\$ -
Operations	15,445	13,123	23,000	15,000
Capital	-	-	-	-
TOTALS	\$ 15,445	\$ 13,123	\$ 23,000	\$ 15,000



EXHIBIT "A"

EXHIBIT "B"

EXHIBIT "C"

Transportation Sales Tax Fund

TRANSPORTATION SALES TAX FUND

OVERVIEW

The Transportation Sales Tax Fund is used to account for revenues and expenditures related to transportation sales taxes received from the purchase of goods and certain services within the City of Orem.

During the 2018 legislative session, Senate Bill 136 authorized counties to impose a 0.25% local option sales tax to be used for transportation needs. The transportation sales tax will be distributed to the City of Orem (0.10%), Utah County (0.05%), and the Utah Transit Authority (UTA, 0.10%).

During the 2023 legislative session, Senate Bill 260 authorized counties to impose a 0.20% local option sales tax to be used for transportation needs. The "public transit" sales tax will be distributed to the City of Orem (0.05%), Utah County (0.05%), and the Utah Transit Authority (UTA, 0.10%).

These funds are administered by the Utah State Tax Commission and may only be used on certain permissible transportation expenditures as provided in Utah State Code 59-12-2219.13 or 59-12-2212.2. Permissible transportation expenditures include streets, sidewalks, curb and gutter, safety features, traffic signs and signals, street lighting, and trails for non-motorized vehicles connecting an origin with a destination.

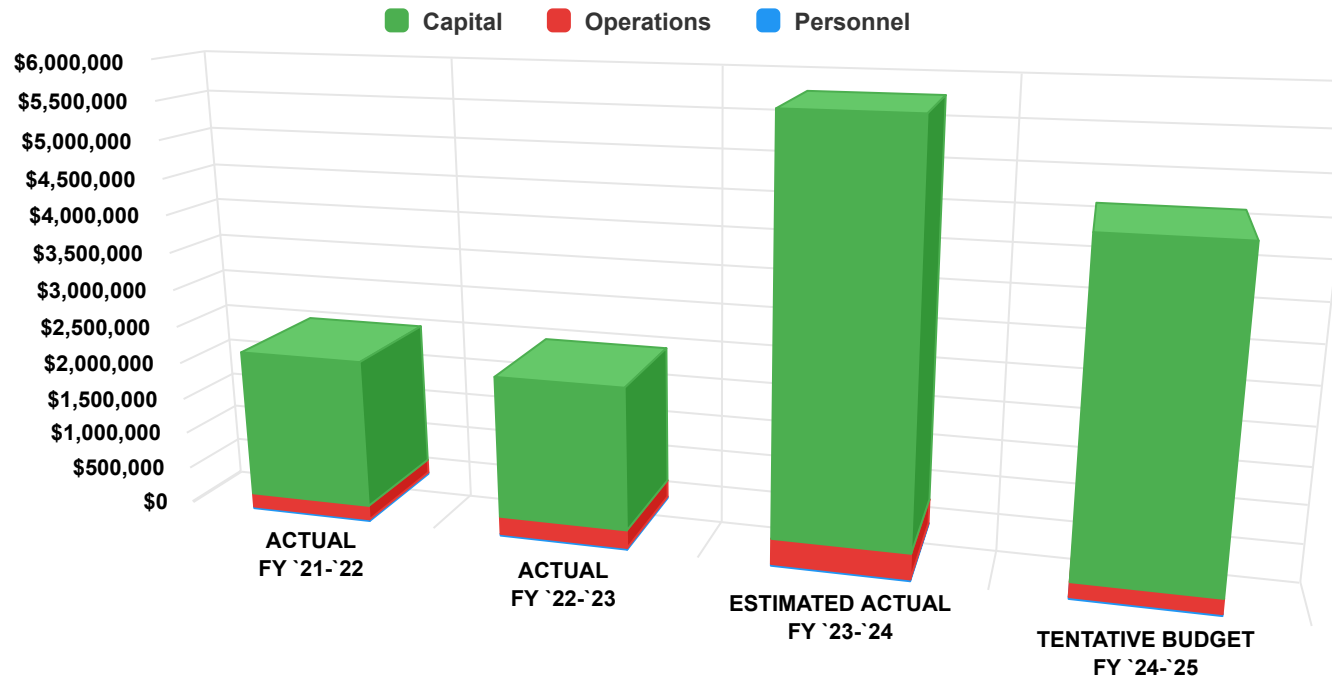
The City has developed plans for this new source of revenue to address the ongoing challenges of maintaining the City's transportation system.

REVENUES

The transportation sales tax began on July 1, 2019 and the "public transit" tax began on January 1, 2024.

REVENUE DESCRIPTION	ACTUAL		ESTIMATED	TENTATIVE
	FY `21-`22	FY `22-`23	ACTUAL FY `23-`24	BUDGET FY `24-`25
Revenues - Transportation Sales Taxes	\$ 2,861,927	\$ 2,893,782	\$ 3,025,000	\$ 2,850,000
Revenues - Public Transit Tax	-	-	100,000	1,425,000
Interest Earnings	13,651	126,365	125,000	150,000
Appropriations of Surplus	-	-	-	-
FUND TOTALS	<u>\$ 2,875,578</u>	<u>\$ 3,020,147</u>	<u>\$ 3,250,000</u>	<u>\$ 4,425,000</u>

TRANSPORTATION SALES TAX FUND EXPENDITURES COMPARISON BY FISCAL YEAR



EXPENDITURES BY CATEGORY (FY '24-'25)

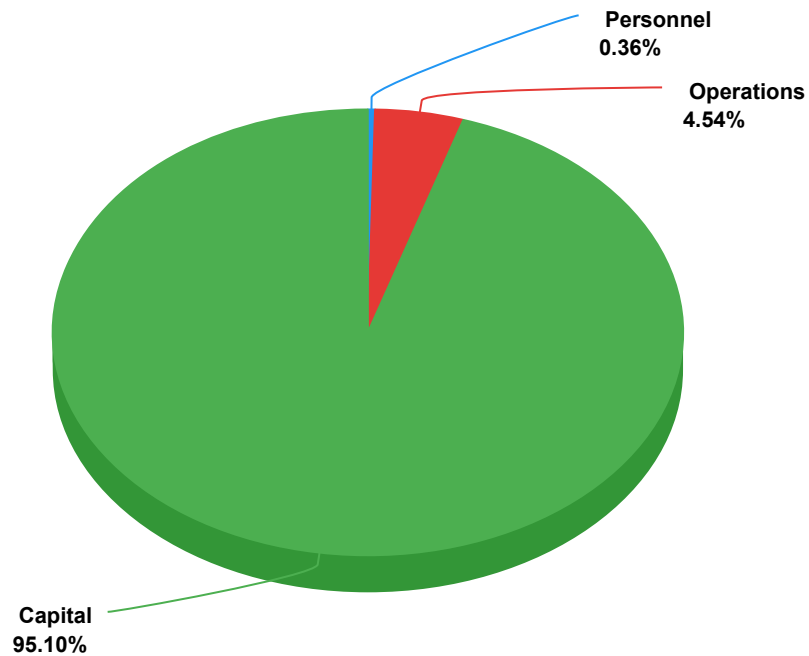


EXHIBIT "A"

EXHIBIT "B"

EXHIBIT "C"

EXHIBIT "A"

TRANSPORTATION SALES TAX FUND

EXPENDITURES SUMMARY

EXPENDITURE CATEGORY	ACTUAL FY `21-`22	ACTUAL FY `22-`23	ESTIMATED ACTUAL FY `23-`24	TENTATIVE BUDGET FY `24-`25	# OF EMP. *
Personnel					
Salaries & Wages - Variable Hour	\$ 19,443	\$ 24,577	\$ 15,225	\$ 15,225	0
Salaries & Wages - Overtime	-	-	-	-	
Fringe Benefits	1,411	1,767	761	761	
	20,854	26,344	15,986	15,986	
Operations					
Supplies	-	49,793	75,000	66,100	
Equipment	-	-	-	1,100	
Other Expenditures	195,625	179,455	263,812	133,675	
	195,625	229,248	338,812	200,875	
Capital					
Street Overlay/Reconstruction	1,262,388	940,200	3,143,433	2,725,000	
Sidewalk Projects	633,290	969,573	726,312	775,000	
Miscellaneous Projects	95,884	-	1,394,010	708,139	
Equipment Replacement	-	-	42,500	-	
	1991562.19	1,909,773	5,306,256	4,208,139	
TOTAL TRANSPORTATION SALES TAX FUND					
Personnel	\$ 20,854	\$ 26,344	\$ 15,986	\$ 15,986	0
Operations	195,625	229,248	338,812	200,875	
Capital	1,991,562	1,909,773	5,306,256	4,208,139	
TOTALS	\$ 2,208,042	\$ 2,165,364	\$ 5,661,054	\$ 4,425,000	

* Number of benefitted employees

EXHIBIT "C"

CAPITAL BUDGET	PROJECTED FY `25-`26	PROJECTED FY `26-`27	PROJECTED FY `27-`28	PROJECTED FY `28-`29
Street Overlay / Reconstruction	\$ 2,725,000	\$ 2,725,000	\$ 2,725,000	\$ 2,725,000
Sidewalk Projects	550,000	550,000	550,000	550,000
Miscellaneous Projects	300,000	300,000	300,000	300,000
Equipment Replacement	50,000	50,000	50,000	50,000
TOTALS	\$ 3,625,000	\$ 3,625,000	\$ 3,625,000	\$ 3,625,000

Development Fees Fund

DEVELOPMENT FEES FUND

OVERVIEW

The Development Fees Fund was established in FY 2023-2024 in compliance with Utah State Auditor reporting requirements. Utah State Code limits the amount that can be collected for development-related fees to the reasonable costs of regulation (Utah Code 10-9a-510 & 17-27a-509). Fees collected for development such as building permits and plan reviews, should not exceed a governmental entity’s costs of regulation (e.g., inspection, review, etc.).

Therefore, this fund was created and is presented in this budget document as a distinct set of accounts for budgetary control purposes only. By having a separate fund, it allows managers the information they need to ensure and demonstrate budgetary compliance with Utah State Code as mentioned previously.

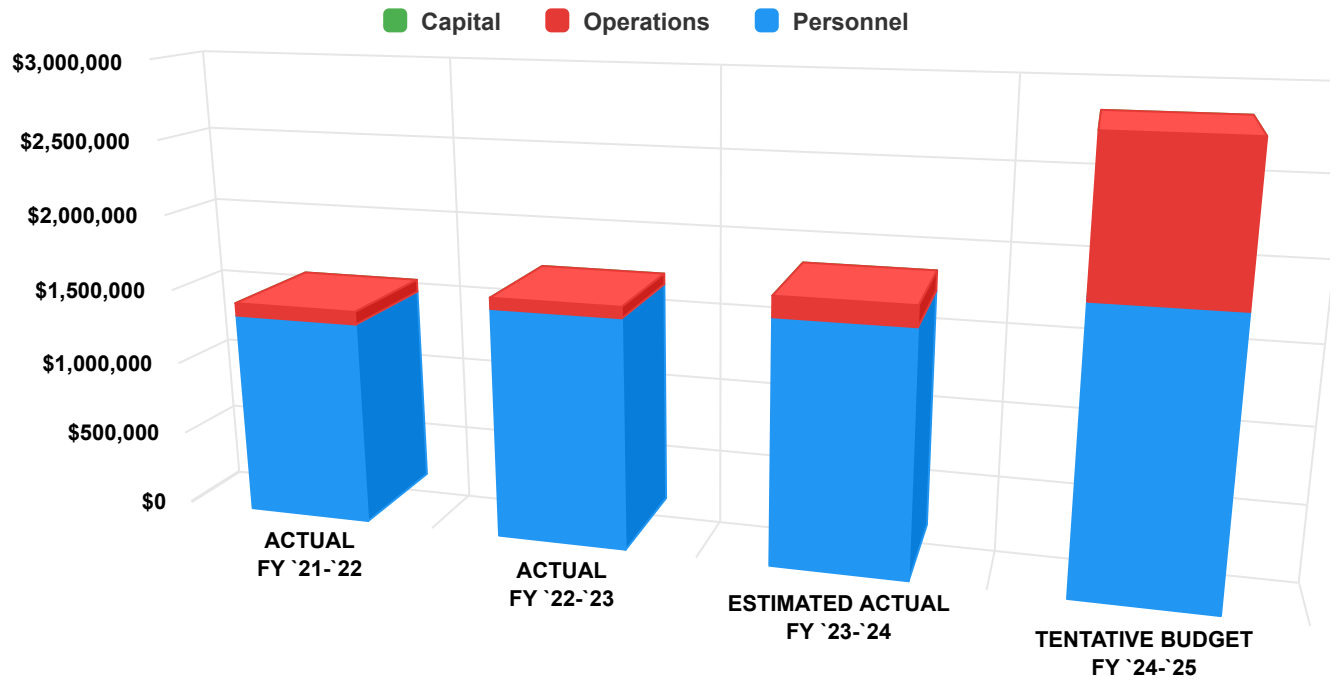
Budgetary integration of this fund will occur with the General Fund for financial statement reporting purposes.

REVENUES

The Development Fees Fund receives revenues from building permits and other development-related fees. When budgeted expenditures exceed these regular budgeted building permits and other development-related fees within the fund, the variance is shown as a contribution from the General Fund.

REVENUE DESCRIPTION	ACTUAL		ESTIMATED		TENTATIVE	
	FY `21-`22		FY `22-`23		FY `23-`24	
Building Permits	\$	-	\$	-	\$ 800,000	\$ 800,000
Plan Check Fees		-		-	465,000	400,000
Planning Fees		-		-	100,000	150,000
Other Building Fees		-		-	40,000	20,000
Other Development Fees		-		-	4,000	6,000
Contribution from General Fund		-		-	-	1,401,663
FUND TOTALS	\$	-	\$	-	\$ 1,409,000	\$ 2,777,663

DEVELOPMENT FEES FUND EXPENDITURES COMPARISON BY FISCAL YEAR



EXPENDITURES BY CATEGORY (FY '24-'25)

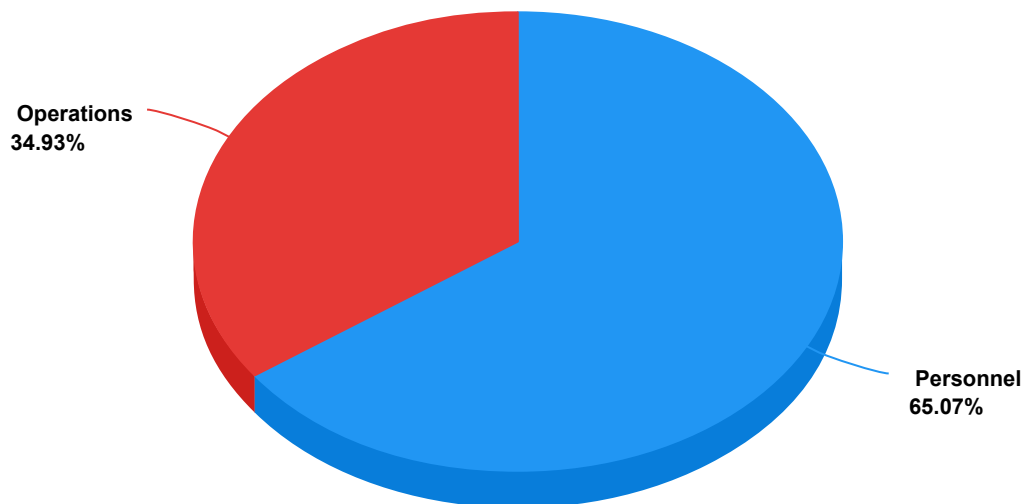


EXHIBIT "A"

EXHIBIT "B"

EXHIBIT "C"

DEVELOPMENT FEES FUND
EXPENDITURES SUMMARY

EXPENDITURE CATEGORY	ACTUAL FY '21-'22	ACTUAL FY '22-'23	ESTIMATED ACTUAL FY '23-'24	TENTATIVE BUDGET FY '24-'25	# OF EMP. *
Planning					
Personnel	\$ 531,453	\$ 608,186	\$ 644,679	\$ 678,928	5
Operations	24,484	\$ 26,418	59,623	477,874	
Capital	-	-	-	-	
	555,937	634,605	704,302	1,156,802	
-					
Building Safety					
Personnel	826,070	918,250	948,830	1,128,621	10
Operations	56,403	48,375	70,111	492,240	
Capital	-	-	-	-	
	882,473	966,625	1,018,941	1,620,861	
-					
DEVELOPMENT FEES FUND					
Personnel	\$ 1,357,523	\$ 1,526,436	\$ 1,593,509	\$ 1,807,549	15
Operations	80,887	74,793	129,734	970,114	
Capital	-	-	-	-	
TOTALS	\$ 1,438,410	\$ 1,601,229	\$ 1,723,243	\$ 2,777,663	

* Number of benefitted employees

Note: Actual FY '21-'22, & '22-'23 expenditures are part of the General Fund for these particular fiscal years. They are included here for comparison purposes only.

DEVELOPMENT FEES FUND

PERSONNEL SUMMARY

DIVISION	HOURLY PAY RATES		FULL-TIME EQUIVALENT		
			ACTUAL	ESTIMATED	TENTATIVE
	MINIMUM	MAXIMUM	FY '22-'23	FY '23-'24	BUDGET FY '24-'25
Planning					
Full-time:					
Assistant Development Services Director	\$50.02	\$75.03	1.00	1.00	1.00
Senior Planner	\$36.41	\$46.13	2.00	2.00	2.00
Associate Planner	\$26.40	\$28.85	2.00	2.00	2.00
			5.00	5.00	5.00
Variable-hour/Seasonal:					
Intern	\$14.00	\$21.00	0.40	0.40	0.40
			5.40	5.40	5.40
Building Safety					
Full-time:					
Chief Building Official	\$39.54	\$59.32	1.00	1.00	1.00
Deputy Building Official	\$31.26	\$46.89	0.00	1.00	1.00
Senior Building Inspector	\$33.32	\$42.20	1.00	2.00	2.00
Building Inspector	\$29.04	\$31.73	3.00	3.00	3.00
Plans Examiner	\$42.63	\$46.58	3.00	3.00	3.00
			8.00	10.00	10.00
Part-time:					
Building Inspector	\$29.04	\$31.73	0.63	0.00	0.00
Variable-hour/Seasonal:					
Office Administrator	\$23.42	\$33.39	0.50	0.50	0.00
			9.13	9.50	10.00
TOTAL DEVELOPMENT SERVICES					
Full-time			13.00	15.00	15.00
Part-time			0.63	0.00	0.00
Variable-hour/Seasonal			0.90	0.90	0.40
TOTAL FULL-TIME EQUIVALENTS (FTE)			14.53	15.90	15.40

Note: Actual FY '21-'22, & '22-'23 expenditures are part of the General Fund for these particular fiscal years. They are included here for comparison purposes only.

EXHIBIT "A"

EXHIBIT "B"

EXHIBIT "C"

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Debt Service Fund

DEBT SERVICE FUND

OVERVIEW

The Debt Service Fund accounts for all payments on general obligation debt (property tax supported debt), sales tax revenue supported debt, and any lease-purchase debt.

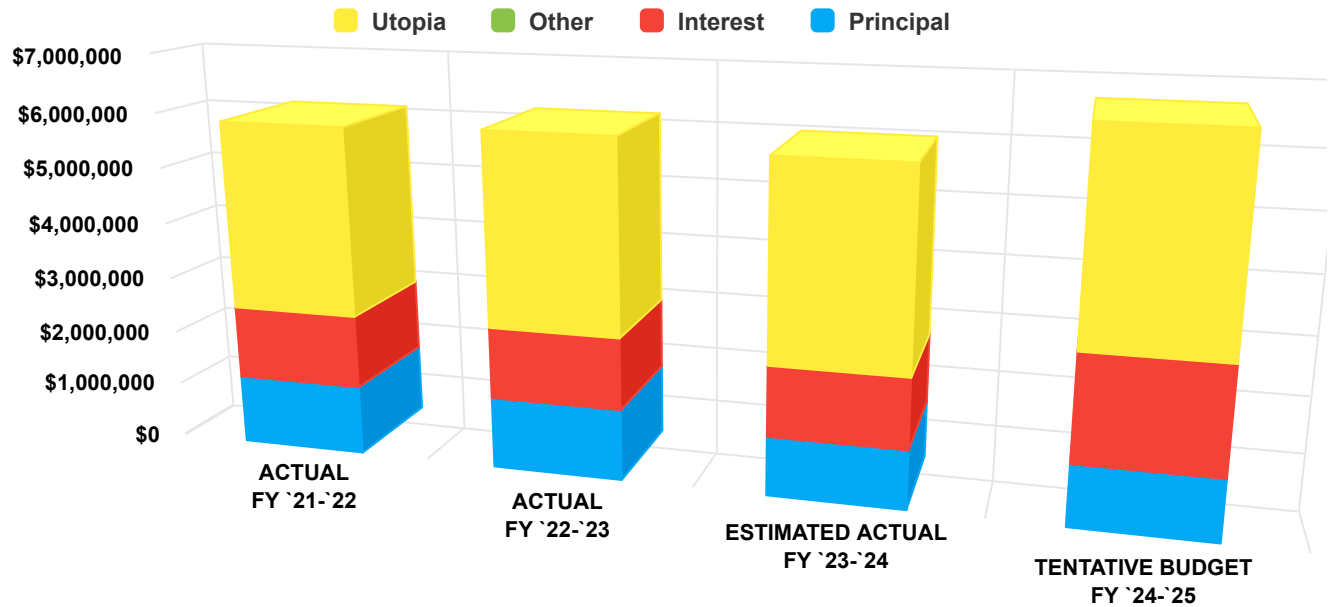
REVENUES

The Debt Service Fund receives its revenues from property taxes dedicated to the payment of general obligation debt and revenues received from special improvement districts. These revenues are recorded directly in the fund while all other debt service revenues are recorded as transfers from other funds.

REVENUE DESCRIPTION	ACTUAL		ESTIMATED		TENTATIVE
	FY `21-`22	FY `22-`23	ACTUAL FY `23-`24	BUDGET FY `24-`25	
Property Taxes - General Obligation Bonds	\$ 1,514,785	\$ 2,284,511	\$ 2,281,913	\$ 2,282,663	
Interest Earnings	38	5,748	-	-	
Contributions from Other Funds	4,163,903	4,236,942	4,044,827	4,767,775	
Appropriations of Surplus	-	-	-	-	
FUND TOTALS	<u>\$ 5,678,726</u>	<u>\$ 6,527,201</u>	<u>\$ 6,326,740</u>	<u>\$ 7,050,438</u>	

DEBT SERVICE FUND

EXPENDITURES COMPARISON BY FISCAL YEAR



EXPENDITURES SUMMARY

EXPENDITURE CATEGORY	ACTUAL FY '21-'22	ACTUAL FY '22-'23	ESTIMATED ACTUAL FY '23-'24	TENTATIVE BUDGET FY '24-'25
Principal				
General Obligation Bonds	\$ 1,000,000	\$ 1,025,000	\$ 1,050,000	\$ 1,080,000
Revenue Bonds	243,000	253,000	-	-
Other Debt Issuances	-	-	-	-
	<u>1,243,000</u>	<u>1,278,000</u>	<u>1,050,000</u>	<u>1,080,000</u>
Interest				
General Obligation Bonds	1,287,238	1,259,425	1,230,863	1,201,613
Revenue Bonds	9,622	2,000	-	2,000
Other Debt Issuances	-	-	-	650,000
	<u>1,296,860</u>	<u>1,261,425</u>	<u>1,230,863</u>	<u>1,853,613</u>
Other				
UTOPIA Pledge	3,355,337	3,422,443	3,490,893	3,560,710
Lease - Energy Improvements	554,043	554,589	553,934	555,065
Other Costs	2,800	3,050	1,050	1,050
	<u>3,912,180</u>	<u>3,980,083</u>	<u>4,045,877</u>	<u>4,116,825</u>
TOTAL DEBT SERVICE FUND				
Principal	\$ 1,243,000	\$ 1,278,000	\$ 1,050,000	\$ 1,080,000
Interest	1,296,860	1,261,425	1,230,863	1,853,613
Other	3,912,180	3,980,083	4,045,877	4,116,825
TOTALS	<u>\$ 6,452,040</u>	<u>\$ 6,519,508</u>	<u>\$ 6,326,740</u>	<u>\$ 7,050,438</u>

EXHIBIT "A"

EXHIBIT "B"

EXHIBIT "C"

EXHIBIT "A"

DEBT SERVICE FUND

TYPE & NAME OF INDEBTEDNESS	INTEREST RATES	FISCAL YEAR OF COMPLETION	TOTAL AMOUNT ISSUED	EXPECTED PRINCIPAL BALANCE JUNE 30, 2024	FISCAL YEAR 2024-2025 PAYMENTS
General Obligations Bonds					
General Obligation Ref. Bonds, Series 2014	0.25% to 3.0%	2024-2025	\$ 9,645,000	\$ 1,080,000	\$ 1,093,500
General Obligation Bonds, Series 2019	3.625% to 5.0%	2047-2048	24,500,000	24,500,000	1,188,112
			34,145,000	25,580,000	2,281,612
Revenue Bonds					
Sales Tax Bonds, Series 2024 (Estimated)	4.00%	2044-2045	10,000,000	-	650,000
			10,000,000	-	650,000
Lease / Purchase Obligations					
Energy Imp. Lease - City Facilities - 2016	2.06%	2030-2031	\$ 6,739,000	\$ 3,622,000	\$ 555,064

EXHIBIT "B"

TYPE & NAME OF INDEBTEDNESS	PURPOSE OF INDEBTEDNESS
General Obligations Bonds	
General Obligation Refunding Bonds, Series 2014	Refunded 2005 & 2006 General Obligation Road Construction Bonds.
General Obligation Bonds, Series 2019	Construction of Library Hall and Reconstruction of Fitness Center.
Revenue Bonds	
Sales Tax Bonds, Series 2024 (Estimated)	To be issued for new Fire Training Facility & for Public Safety Building improvements.
Lease / Purchase Obligations	
Energy Improvements Lease - City Facilities - 2016	Energy improvements for street lighting and various city facilities.

EXHIBIT "C"

Impact Fee Funds - Police, Fire, Parks & Streets

IMPACT FEE FUNDS

OVERVIEW

Impact fees are a one-time fee imposed upon new development activity as a condition of development approval to mitigate the impact of the new development on public infrastructure.

Without impact fees in place, new development may not pay its fair share of the infrastructure built to support its demand on facilities. This would arguably require existing residents to pay for facilities and services that may only be needed because of the new development.

Utilizing impact fees to pay a portion of the costs associated with future infrastructure puts future users on an equal footing with existing users who have been paying property taxes, sales taxes, and/or other revenue sources to generate the revenue necessary to provide needed facilities and services.

The City has approved the following impact fees (see note below for other impact fees):

- **Fire/EMS** – Provides funding for essential public safety infrastructure needed to handle the increase in the number of calls for service new growth will generate.
- **Police** – Provides funding for essential public safety infrastructure needed to handle the increase in the number of calls for service new growth will generate.
- **Streets/Transportation** – Provides funding to construct additional infrastructure necessary to maintain the desired level of service due to increased traffic as a result of new development.
- **Parks** – Provides funding to acquire additional park lands (which includes trails) and improvements needed to maintain its existing and proposed service levels. These service levels will decline as a result of population growth unless new facilities are constructed or acquired.

Note: Water impact fees are reported in the Water Fund section of this budget. Sewer impact fees are reported in the Water Reclamation Fund section of this budget. Storm Water impact fees are reported in the Storm Water Fund section of this budget.

IMPACT FEE FUNDS

REVENUES

The Impact Fee Funds receive revenues from the development community through the City's building permit process.

FIRE / EMS IMPACT FEE FUND	ACTUAL	ACTUAL	ESTIMATED	TENTATIVE
REVENUE DESCRIPTION	FY `21-`22	FY `22-`23	ACTUAL FY `23-`24	BUDGET FY `24-`25
Impact Fees	\$ 144,417	\$ 26,538	\$ 50,000	\$ 25,000
Interest Earnings	1,983	17,198	-	-
FUND TOTALS	\$ 146,400	\$ 43,736	\$ 50,000	\$ 25,000

POLICE IMPACT FEE FUND	ACTUAL	ACTUAL	ESTIMATED	TENTATIVE
REVENUE DESCRIPTION	FY `21-`22	FY `22-`23	ACTUAL FY `23-`24	BUDGET FY `24-`25
Impact Fees	\$ 94,423	\$ 12,539	\$ 50,000	\$ 25,000
Interest Earnings	1,318	11,232	-	-
FUND TOTALS	\$ 95,741	\$ 23,771	\$ 50,000	\$ 25,000

STREETS IMPACT FEE FUND	ACTUAL	ACTUAL	ESTIMATED	TENTATIVE
REVENUE DESCRIPTION	FY `21-`22	FY `22-`23	ACTUAL FY `23-`24	BUDGET FY `24-`25
Impact Fees	\$ 298,426	\$ 119,510	\$ 225,000	\$ 200,000
Interest Earnings	4,749	39,485	-	-
FUND TOTALS	\$ 303,175	\$ 158,995	\$ 225,000	\$ 200,000

PARKS IMPACT FEE FUND	ACTUAL	ACTUAL	ESTIMATED	TENTATIVE
REVENUE DESCRIPTION	FY `21-`22	FY `22-`23	ACTUAL FY `23-`24	BUDGET FY `24-`25
Impact Fees	\$ 1,092,835	\$ 211,393	\$ 550,000	\$ 200,000
Interest Earnings	4,204	52,919	-	-
FUND TOTALS	\$ 1,097,039	\$ 264,312	\$ 550,000	\$ 200,000

EXHIBIT "A"

IMPACT FEE FUNDS

EXPENDITURES COMPARISON BY FISCAL YEAR

FIRE / EMS IMPACT FEE FUND	ACTUAL	ACTUAL	ESTIMATED	TENTATIVE
EXPENDITURE DESCRIPTION	FY `21-`22	FY `22-`23	ACTUAL FY `23-`24	BUDGET FY `24-`25
Impact Fee Projects	\$ -	\$ -	\$ 82,346	\$ 25,000
Professional & Technical Services	-	1,350	3,720	-
FUND TOTALS	\$ -	\$ 1,350	\$ 86,066	\$ 25,000

POLICE IMPACT FEE FUND	ACTUAL	ACTUAL	ESTIMATED	TENTATIVE
EXPENDITURE DESCRIPTION	FY `21-`22	FY `22-`23	ACTUAL FY `23-`24	BUDGET FY `24-`25
Impact Fee Projects	\$ -	\$ -	\$ 98,352	\$ 25,000
Professional & Technical Services	-	1,350	17,720	-
FUND TOTALS	\$ -	\$ 1,350	\$ 116,072	\$ 25,000

STREETS IMPACT FEE FUND	ACTUAL	ACTUAL	ESTIMATED	TENTATIVE
EXPENDITURE DESCRIPTION	FY `21-`22	FY `22-`23	ACTUAL FY `23-`24	BUDGET FY `24-`25
Impact Fee Projects	\$ -	\$ 165,474	\$ 602,575	\$ 200,000
Professional & Technical Services	27,280	1,565	60,322	-
FUND TOTALS	\$ 27,280	\$ 167,039	\$ 662,897	\$ 200,000

PARKS IMPACT FEE FUND	ACTUAL	ACTUAL	ESTIMATED	TENTATIVE
EXPENDITURE DESCRIPTION	FY `21-`22	FY `22-`23	ACTUAL FY `23-`24	BUDGET FY `24-`25
Impact Fee Projects	\$ -	\$ 152,000	\$ 120,745	\$ 200,000
Professional & Technical Services	-	1,350	-	-
FUND TOTALS	\$ -	\$ 153,350	\$ 120,745	\$ 200,000

EXHIBIT "B"

EXHIBIT "C"

Capital Improvement Projects Fund

CAPITAL IMPROVEMENT PROJECTS (CIP) FUND

OVERVIEW

The Capital Improvement Projects (CIP) Fund is used to account for projects that typically take more than one year to complete or may go beyond a fiscal year end. The fund may, on occasion, also be used to accumulate funds for large equipment purchases.

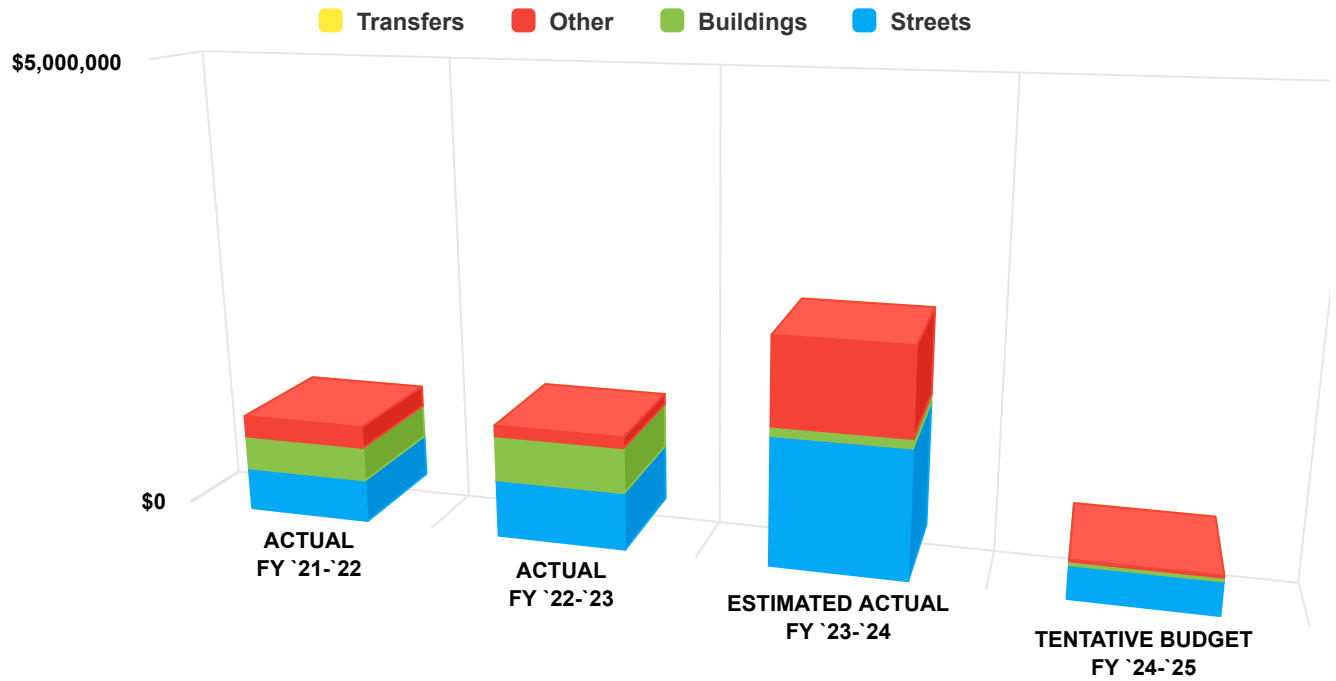
REVENUES

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

REVENUE DESCRIPTION	ACTUAL	ACTUAL	ESTIMATED	TENTATIVE
	FY `21-`22	FY `22-`23	ACTUAL FY `23-`24	BUDGET FY `24-`25
Grants	\$ 51,533	\$ 84,102	\$ 50,000	\$ -
Miscellaneous Revenues	32,162	10,690	100,000	20,000
Lease Revenues - Cell Towers	391,018	362,516	325,000	350,000
Contributions from Other Funds	5,975,000	5,450,435	200,000	50,000
FUND TOTALS	<u>\$ 6,449,713</u>	<u>\$ 5,907,743</u>	<u>\$ 675,000</u>	<u>\$ 420,000</u>

CAPITAL IMPROVEMENT PROJECTS (CIP) FUND

EXPENDITURES COMPARISON BY FISCAL YEAR



EXPENDITURES BY CATEGORY (FY '24-'25)

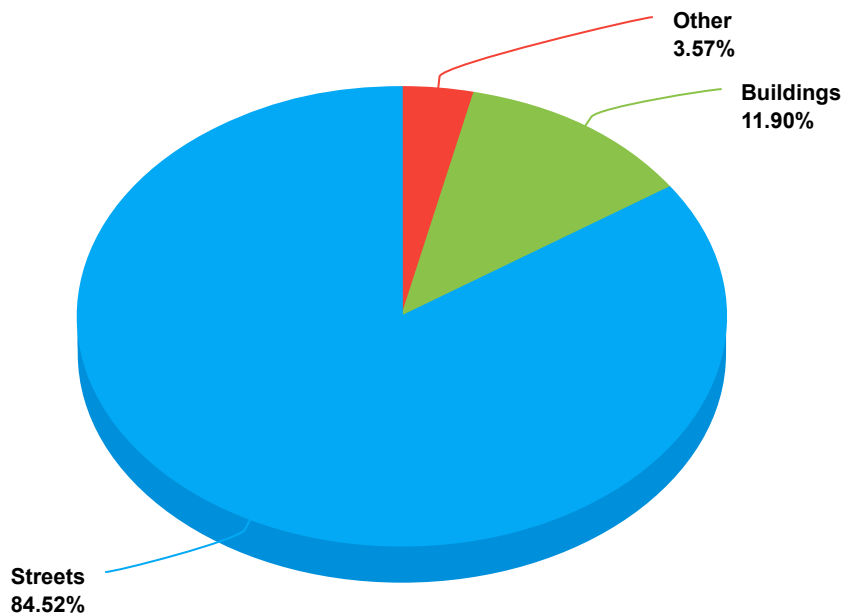


EXHIBIT "A"

EXHIBIT "B"

EXHIBIT "C"

CAPITAL IMPROVEMENT PROJECTS (CIP) FUND

EXPENDITURES SUMMARY

EXPENDITURE CATEGORY	ACTUAL FY `21-`22	ACTUAL FY `22-`23	ESTIMATED ACTUAL FY `23-`24	TENTATIVE BUDGET FY `24-`25
<u>CIP - Streets</u>				
Traffic & HAWK Signals, & Lights	\$ 4,750	\$ 88,568	\$ 123,776	\$ -
ITS Project - UDOT / MAG	7,467	398,107	726,214	-
1200 W Reconstruction - 900 N to 1600 N	15,254	-	-	-
Micro-surfacing & Parking Lot Projects	30,046	-	38,769	-
Miscellaneous Street Improvements	<u>444,988</u>	<u>151,724</u>	<u>532,247</u>	<u>355,000</u>
	487,571	638,399	1,421,005	355,000
<u>CIP - Buildings</u>				
Security Improvements	22,261	12,137	44,441	-
Carpet Replacements	-	-	50,000	-
Library Hall	100,000	31,559	-	-
Miscellaneous Building Improvements	<u>250,350</u>	<u>459,004</u>	<u>-</u>	<u>50,000</u>
	372,611	502,700	94,441	50,000
<u>CIP - Parks</u>				
Playgrounds, Pickleball & Tennis Courts	6,200	20,000	10,000	-
Pavilion & Sprinkler System Improvements	-	4,476	204,170	-
Hillcrest Elementary Property Purchase	-	-	-	-
Other Expenses	<u>234,731</u>	<u>97,006</u>	<u>676,823</u>	<u>-</u>
	240,931	121,482	890,993	-
<u>CIP - Vehicles, Equipment, & Other</u>				
Vehicle & Equipment Replacement	-	-	59,500	5,000
Other Expenses	<u>675</u>	<u>-</u>	<u>10,000</u>	<u>10,000</u>
	675	-	69,500	15,000
<u>CIP - Transfers to Other Funds</u>				
Contribution to Debt Service Fund	<u>-</u>	<u>-</u>	<u>-</u>	<u>-</u>
	-	-	-	-
<u>TOTAL CIP FUND</u>				
CIP - Streets	\$ 487,571	\$ 638,399	\$ 1,421,005	\$ 355,000
CIP - Buildings	372,611	502,700	94,441	50,000
CIP - Parks	240,931	121,482	890,993	-
CIP - Vehicles, Equipment, & Other	675	-	69,500	15,000
CIP - Transfers to Other Funds	<u>-</u>	<u>-</u>	<u>-</u>	<u>-</u>
TOTALS	<u>\$ 1,101,788</u>	<u>\$ 1,262,581</u>	<u>\$ 2,475,939</u>	<u>\$ 420,000</u>

CAPITAL PROJECTS	PROJECTED FY `25-`26	PROJECTED FY `26-`27	PROJECTED FY `27-`28	PROJECTED FY `28-`29
Street Construction / Improvements	\$ 526,000	\$ 600,000	\$ 650,000	\$ 500,000
Building Construction / Improvements	80,000	100,000	50,000	20,000
Parks/Recreation Construction / Improvements	1,540,000	1,235,000	750,000	900,000
Vehicles, Equipment, & Other	125,000	85,000	100,000	100,000
TOTALS	<u>\$ 2,271,000</u>	<u>\$ 2,020,000</u>	<u>\$ 1,550,000</u>	<u>\$ 1,520,000</u>

CAPITAL IMPROVEMENT PROJECTS (CIP) FUND

PROJECTED CAPITAL PROJECTS DETAIL

CAPITAL PROJECTS	PROJECTED FY `25-`26	PROJECTED FY `26-`27	PROJECTED FY `27-`28	PROJECTED FY `28-`29
CIP - Streets				
Ongoing Parking Lot Maintenance	\$ 75,000	\$ 75,000	\$ 75,000	\$ 75,000
Annual funding for regular parking lot maintenance.				
MAG Funded Projects	\$ 451,000	\$ 525,000	\$ 575,000	\$ 425,000
Subtotal - CIP - Streets	\$ 526,000	\$ 600,000	\$ 650,000	\$ 500,000
CIP - Buildings				
All Buildings	\$ 50,000	\$ 20,000	\$ 20,000	\$ 20,000
FY 2026 - Door locks (\$25,000) all buildings paint (\$25,000). FY 2026-29 - Flooring replacement (\$20,000).				
Fire Stations	\$ 30,000	\$ -	\$ 30,000	\$ -
FY 2026 - Station 3 Carpet Replacement. FY 2028 - Station 2 Water Heat & Paint				
Public Safety Building	\$ -	\$ 80,000	\$ -	\$ -
FY 2027 - Paint and flooring				
Subtotal - CIP - Buildings	\$ 80,000	\$ 100,000	\$ 50,000	\$ 20,000

EXHIBIT "A"

EXHIBIT "B"

EXHIBIT "C"

CAPITAL IMPROVEMENT PROJECTS (CIP) FUND

PROJECTED CAPITAL PROJECTS DETAIL

CAPITAL PROJECTS	PROJECTED FY `25-`26	PROJECTED FY `26-`27	PROJECTED FY `27-`28	PROJECTED FY `28-`29
CIP - Parks / Recreation				
Playgrounds & Shade	\$ 1,250,000	\$ 288,000	\$ 375,000	\$ 400,000
FY 2026 - Springwater, Timpanogos, Foothill Park & Lakeside. FY 2027 - Nielsen's Grove, Timpanogos & Springwater.				
Pavilion Improvements	\$ -	\$ 170,000	\$ -	\$ -
FY 2027 - Westmore Park				
Recreation Facility Improvements	\$ 90,000	\$ 90,000	\$ -	\$ 90,000
FY 2025 to FY 2026 Pumps, decks and diving boards.				
Cemetery Improvements	\$ 90,000	\$ 125,000	\$ -	\$ -
FY 2026-2027 - Cremation niche construction funding.				
Courts Improvements	\$ -	\$ 225,000	\$ 182,000	\$ 107,000
FY 2027-2029 - Foothill & Springwater				
Restroom/Shed Improvements	\$ -	\$ -	\$ -	\$ -
FY 2027- City Center				
Other Park Improvements	\$ 110,000	\$ 337,000	\$ 193,000	\$ 303,000
Includes improvements, rehabilitation, or replacement of walkway lighting, sand volleyball courts, asphalt/concrete replacement, dugout roofs, scoreboards, greenhouse renovations, sidewalks, ballfield dirt replacement, and ATP surface replacement.				
Subtotal - CIP - Parks / Recreation	\$ 1,540,000	\$ 1,235,000	\$ 750,000	\$ 900,000
CIP - Vehicles, Equipment, & Other				
ITS Equipment	\$ 50,000	\$ 10,000	\$ 25,000	\$ 25,000
Replace/Update ITS Traffic equipment.				
Other	\$ 75,000	\$ 75,000	\$ 75,000	\$ 75,000
FY 2026-2029 - Continue funding door locks (\$25,000 each year) & additional security cameras (\$50,000).				
Subtotal - CIP - Vehicles, Equip. & Other	\$ 125,000	\$ 85,000	\$ 100,000	\$ 100,000
GRAND TOTAL - CAPITAL PROJECTS	\$ 2,271,000	\$ 2,020,000	\$ 1,550,000	\$ 1,520,000

Water Fund

WATER FUND

OVERVIEW

The Water Fund is used to account for the revenues and expenditures of the City’s culinary water utility. The Water Fund has three main operating components: water distribution, water supply, and utility account management.

The water distribution system consists of 477 miles of water mains and service lines serving over 23,000 customers.

The water supply system consists of three general sources of water; surface water (60%), deep wells (25%), and springs (15%).

The majority of the City’s culinary water comes from rivers and lakes (referred to as surface water). Most of this water comes from the Provo River system which includes Deer Creek and Jordanelle reservoirs. Surface water is treated by the Central Utah Water Conservancy District (CUCWD) at its Donald A. Christensen Regional Water Treatment Plant before entering the City’s distribution system. The remaining culinary water comes from nine deep wells and two natural springs in Provo Canyon (Alta and Canyon) that require no filtration before entering the City’s distribution system.

WATER FUND

REVENUES

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

REVENUE DESCRIPTION	ACTUAL FY `21-`22	ACTUAL FY `22-`23	ESTIMATED ACTUAL FY `23-`24	TENTATIVE BUDGET FY `24-`25
Water Sales	\$ 14,936,211	\$ 15,549,549	\$ 15,100,000	\$ 16,000,000
Water Fees	424,937	415,678	453,500	448,500
Water Connection Fees	52,924	25,487	25,000	25,000
Water Impact Fees	409,380	154,947	200,000	355,000
Interest Earnings	122,281	2,679,356	2,861,000	1,000,000
Amortization of Bond Premiums	268,069	268,069	268,073	268,073
Sale of Fixed Assets	226,917	27,055	5,312	-
Miscellaneous Revenues	1,505,811	1,501,207	775,020	610,000
Contributed Lines / Assets	314,970	520,192	-	-
Contributions from Other Funds	1,076,811	1,114,666	1,115,963	939,000
Appropriations of Surplus	-	-	-	-
FUND TOTALS	\$ 19,338,309	\$ 22,256,206	\$ 20,803,868	\$ 19,645,573

RATES

Usage Charges

Tier 1 - Per 1,000 gallons	\$ 0.83	\$ 0.84	\$ 0.85	\$ 0.88
Tier 2 - Per 1,000 gallons	\$ 1.04	\$ 1.05	\$ 1.06	\$ 1.10
Tier 3 - Per 1,000 gallons	\$ 1.23	\$ 1.24	\$ 1.26	\$ 1.31
Tier 4 - Per 1,000 gallons	\$ 1.46	\$ 1.47	\$ 1.49	\$ 1.55

(For flow allotment by meter sizes, see Appendix B - Fees & Charges)

Base Rate Charges

3/4" Meter - Cost per month	\$ 20.20	\$ 20.30	\$ 20.45	\$ 21.17
1" Meter - Cost per month	\$ 39.22	\$ 39.42	\$ 39.61	\$ 41.00

(For all other meter sizes, see Appendix B - Fees & Charges)

Connection Fees

3/4" Meter	\$ 293.00	\$ 306.00	\$ 315.00	\$ 420.00
1" Meter	\$ 366.00	\$ 382.00	\$ 393.00	\$ 570.00

(For all other meter sizes, see Appendix B - Fees & Charges)

Impact Fees

Water Impact Fees (City Service Area & Southwest Service Area)

(See Appendix B - Fees & Charges)

Water Supply Impact Fees (One fee applicable to both City Service Area & Southwest Service Area)

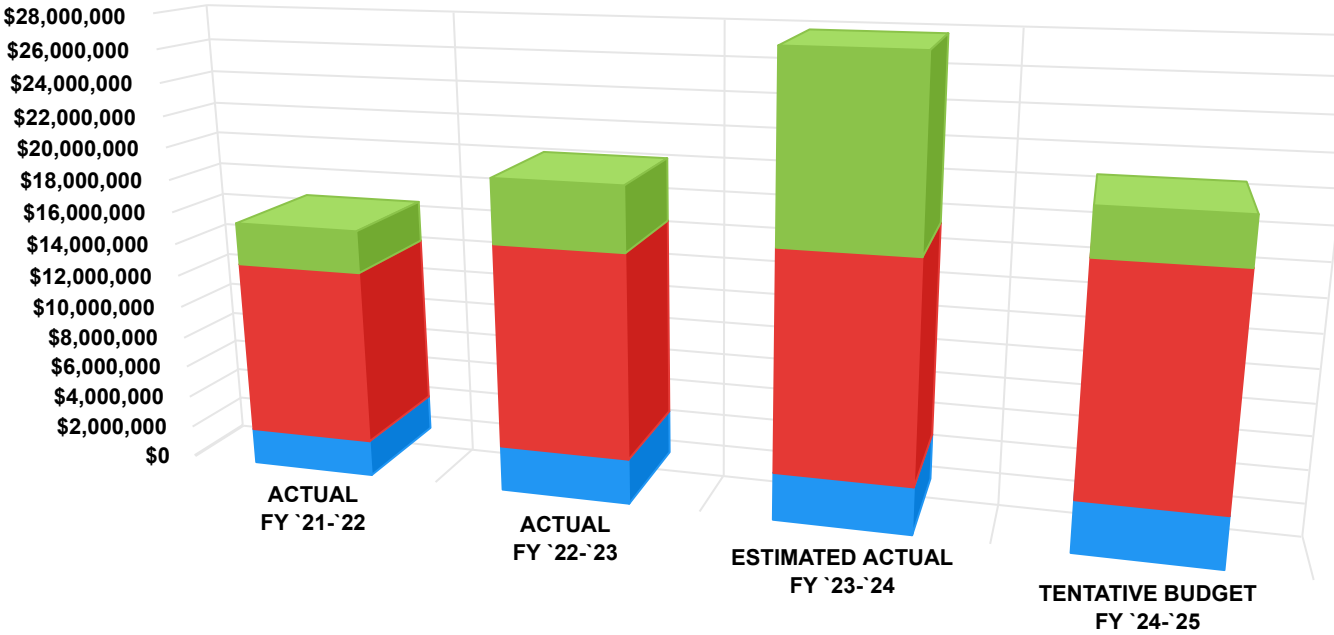
(See Appendix B - Fees & Charges)

EXHIBIT "A"

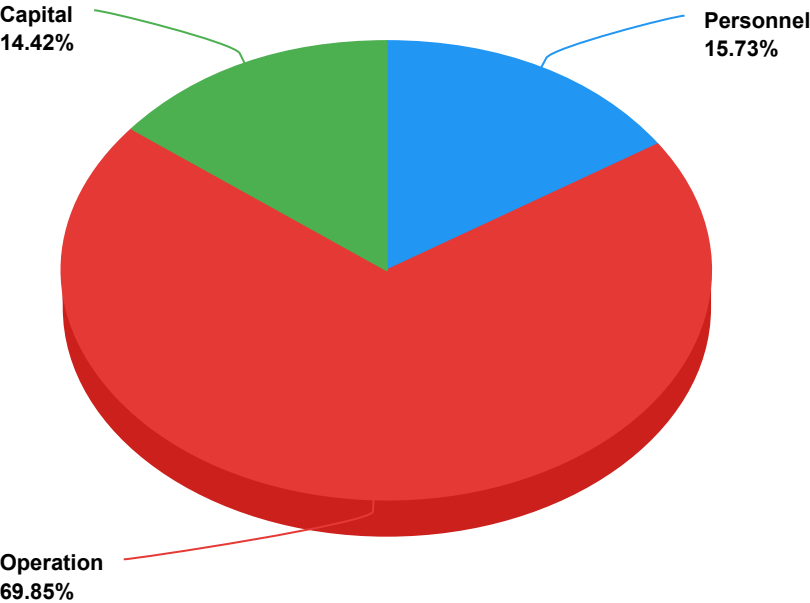
EXHIBIT "B"

EXHIBIT "C"

WATER FUND
EXPENDITURES COMPARISON BY FISCAL YEAR
Capital Operation Personnel



EXPENDITURES BY CATEGORY (FY '24-'25)



WATER FUND

EXPENDITURES SUMMARY

DIVISION	ACTUAL FY `21-`22	ACTUAL FY `22-`23	ESTIMATED ACTUAL FY `23-`24	TENTATIVE BUDGET FY `24-`25	# OF EMP. *
<u>Water Administration</u>					
Personnel	\$ 104,712	516,456	\$ 354,811	\$ 372,319	2
Operations	6,375,749	6,971,259	6,864,345	7,014,359	
Capital	-	29,655	215,103	28,500	
	5,402,086	7,517,371	7,434,259	7,415,178	
<u>Water Supply & Pumping</u>					
Personnel	681,906	650,299	714,086	761,425	7
Operations	4,997,926	5,037,863	5,553,885	5,829,440	
Capital	119,709	207,245	236,067	110,500	
	5,799,541	5,895,407	6,504,038	6,701,365	
<u>Water Distribution</u>					
Personnel	979,568	1,091,003	1,047,165	1,214,693	12
Operations	482,703	490,504	793,624	731,958	
Capital	232,928	179,079	446,770	287,000	
	1,695,198	1,760,586	2,287,560	2,233,651	
<u>Water Meter Reading</u>					
Personnel	418,272	591,829	784,021	741,754	10
Operations	34,058	42,126	106,029	147,659	
Capital	-	-	50,000	-	
	452,330	633,955	940,050	889,413	
<u>Water Capital Projects</u>					
Capital	2,218,569	3,444,584	10,196,723	2,405,966	
	2,218,569	3,444,584	10,196,723	2,405,966	
<u>TOTAL WATER FUND</u>					
Personnel	\$ 2,184,458	\$ 2,849,587	\$ 2,900,083	\$ 3,090,191	31
Operations	10,812,061	12,541,752	13,317,883	13,723,416	
Capital	2,571,206	3,860,563	11,144,664	2,831,966	
TOTALS	\$ 15,567,724	\$ 19,251,902	\$ 27,362,630	\$ 19,645,573	

* Number of benefitted employees

CAPITAL BUDGET	PROJECTED FY `25-`26	PROJECTED FY `26-`27	PROJECTED FY `27-`28	PROJECTED FY `28-`29
Improvements	4,155,000	4,475,000	5,000,000	5,400,000
Vehicles & Equipment	518,000	293,000	370,000	253,000
Facility Improvements	15,000	15,000	15,000	15,000
TOTALS	\$ 4,688,000	\$ 4,783,000	\$ 5,385,000	\$ 5,668,000

EXHIBIT "A"

EXHIBIT "B"

EXHIBIT "C"

WATER FUND

PERSONNEL SUMMARY

DIVISION	HOURLY PAY RATES		FULL-TIME EQUIVALENT		
			ACTUAL	ESTIMATED	TENTATIVE
	MINIMUM	MAXIMUM	FY '22-'23	FY '23-'24	BUDGET FY '24-'25
<u>Water Administration</u>					
Full-time:					
Assistant Public Works Director	\$50.02	\$75.03	1.00	1.00	1.00
Water Division Manager	\$43.74	\$65.61	1.00	1.00	1.00
			2.00	2.00	2.00
Variable-hour/Seasonal:					
PW Management Intern	\$14.00	\$21.00	0.10	0.00	0.00
			2.10	2.00	2.00
<u>Water Supply & Pumping</u>					
Full-time:					
Public Works Field Supervisor	\$39.36	\$42.18	1.00	1.00	1.00
Public Works Coordinator	\$35.67	\$38.97	1.00	1.00	1.00
Public Works Operator	\$21.79	\$30.16	4.00	1.00	1.00
Public Works Program Manager	\$30.46	\$35.31	2.00	4.00	4.00
			8.00	7.00	7.00
Variable-hour/Seasonal:					
Laborer	\$14.00	\$21.00	0.30	0.30	0.30
			8.30	7.30	7.30
<u>Water Distribution</u>					
Full-time:					
Public Works Field Supervisor	\$39.36	\$42.18	1.00	1.00	1.00
Public Works Program Manager	\$30.46	\$35.31	1.00	1.00	1.00
Public Works Crew Leader	\$30.46	\$35.31	2.00	3.00	3.00
Public Works Operator	\$21.79	\$30.16	1.00	7.00	7.00
Public Works Technician	\$20.01	\$27.70	8.00	0.00	0.00
			13.00	12.00	12.00
<u>Water Meter Reading</u>					
Full-time:					
Public Works Field Supervisor	\$39.36	\$42.18	1.00	1.00	1.00
Public Works Program Manager	\$30.46	\$35.31	0.00	1.00	1.00
Public Works Crew Leader	\$30.46	\$35.31	1.00	1.00	1.00
Public Works Technician	\$20.01	\$27.70	5.00	7.00	7.00
			7.00	10.00	10.00
Variable-hour/Seasonal:					
Laborer	\$14.00	\$21.00	0.60	0.60	0.60
			7.60	10.60	10.60
<u>TOTAL WATER FUND</u>					
Full-time			30.00	31.00	31.00
Variable-hour/Seasonal			1.00	0.90	0.90
TOTAL FULL-TIME EQUIVALENTS (FTE)			31.00	31.90	31.90

WATER FUND**CAPITAL PROJECTS DETAIL**

CAPITAL PROJECTS	PROJECTED FY `25-`26	PROJECTED FY `26-`27	PROJECTED FY `27-`28	PROJECTED FY `28-`29
<u>Water System</u>				
Waterline Replacements	\$ 705,000	\$ 725,000	\$ 750,000	\$ 900,000
Convert old 4" waterlines to new standard 8" waterlines.				
Impact Fee Projects	\$ 500,000	\$ 500,000	\$ 500,000	\$ 500,000
Future water impact fee and water rights impact fee projects.				
Miscellaneous Projects	\$ 2,950,000	\$ 3,250,000	\$ 3,750,000	\$ 4,000,000
Miscellaneous projects as needed.				
Subtotal - Water System	\$ 4,155,000	\$ 4,475,000	\$ 5,000,000	\$ 5,400,000
<u>Vehicles & Equipment</u>				
Pickup Trucks	\$ 35,000	\$ -	\$ 182,000	\$ 120,000
Dump Trucks	\$ 180,000	\$ 185,000	\$ 140,000	\$ 100,000
FY 2025 - 2009 Sterling 2-ton (#5155). FY 2027 Hydro Excavator				
Backhoes	\$ 33,000	\$ 33,000	\$ 33,000	\$ 33,000
Buyback program.				
Trailers	\$ 150,000	\$ 75,000	\$ -	\$ -
FY 2026 - Distribution Trailer. FY 2027 - Supply Trailer				
Vehicle/Equip. Replacement	\$ 120,000	\$ -	\$ 15,000	\$ -
Replace various equipment and vehicles as identified.				
Subtotal - Vehicles/Equip.	\$ 518,000	\$ 293,000	\$ 370,000	\$ 253,000
<u>Facility Improvements</u>				
PW Bldg	\$ 15,000	\$ 15,000	\$ 15,000	\$ 15,000
Paint and Carpet				
Subtotal - Facility Imp.	\$ 15,000	\$ 15,000	\$ 15,000	\$ 15,000
GRAND TOTAL - CAPITAL	\$ 4,688,000	\$ 4,783,000	\$ 5,385,000	\$ 5,668,000

EXHIBIT "A"

EXHIBIT "B"

EXHIBIT "C"

EXHIBIT "A"

EXHIBIT "B"

EXHIBIT "C"

WATER FUND
DEBT OUTSTANDING

FISCAL YEAR	2005B WATER & STORM SEWER BONDS	2013 WATER & STORM SEWER REFUNDING BONDS	2016 WATER & STORM SEWER REFUNDING BONDS	2021A WATER, SEWER & STORM SEWER BONDS	TOTAL BOND PAYMENTS
2024-2025	\$ 174,047	\$ 901,860	\$ 255,550	\$ 1,323,850	\$ 2,655,307
2025-2026	174,546	902,558	251,550	1,322,725	2,651,379
2026-2027	-	-	1,604,850	1,325,950	2,930,800
2027-2028	-	-	1,780,650	1,323,050	3,103,700
2028-2029	-	-	480,575	1,323,300	1,803,875
2029-2030	-	-	-	1,322,050	1,322,050
2030-2031	-	-	-	1,324,175	1,324,175
2031-2032	-	-	-	1,324,550	1,324,550
2032-2033	-	-	-	1,322,000	1,322,000
2033-2034	-	-	-	1,321,800	1,321,800
2034-2035	-	-	-	1,325,300	1,325,300
2035-2036	-	-	-	1,322,500	1,322,500
2036-2037	-	-	-	1,323,400	1,323,400
2037-2038	-	-	-	1,322,900	1,322,900
2038-2039	-	-	-	1,321,000	1,321,000
2039-2040	-	-	-	1,322,600	1,322,600
2040-2041	-	-	-	1,322,600	1,322,600
2041-2042	-	-	-	1,321,000	1,321,000
2042-2043	-	-	-	1,322,700	1,322,700
2043-2044	-	-	-	1,322,600	1,322,600
2044-2045	-	-	-	1,325,600	1,325,600
2045-2046	-	-	-	1,321,700	1,321,700
2046-2047	-	-	-	1,320,900	1,320,900
GRAND TOTALS	348,593	1,804,418	4,373,175	30,428,250	36,954,436
Principal	\$ 341,000	\$ 1,765,709	\$ 3,880,000	\$ 19,740,000	\$ 25,726,709
Interest	\$ 7,593	\$ 38,709	\$ 493,175	\$ 10,688,250	\$ 11,227,727
GRAND TOTALS	348,593	1,804,418	4,373,175	30,428,250	36,954,436
Interest Rate	1.48%	2.18%	2.00% - 4.50%	3.00% - 5.00%	

Water Reclamation Fund

WATER RECLAMATION FUND

OVERVIEW

The Water Reclamation Fund is used to account for the revenues and expenditures of the City's water reclamation utility. The Water Reclamation Fund has two main operating components: the wastewater collection system and the treatment plant.

The sewer collection system consists of 7 sewer lift stations located at various sites within the city and 296 miles of service lines running under almost every street. There are over 23,000 sewer service connections.

The treatment plant is a regional water reclamation facility processing wastewater generated in the City of Orem, Lindon City, and a portion of the City of Vineyard. Each of these entities supports the operating and maintenance expenses on a pro-rata basis. At the treatment plant, pollutants are removed from the wastewater using naturally occurring biological processes as well as an ultra-violet disinfection process. The plant collects and treats about 8.5 million gallons of wastewater each day or 5,903 gallons each minute.

The entire wastewater system is a closed system which keeps wastewater contained in a pipe system to prevent contact with the general population and the environment. This helps control the spread of any harmful diseases, viruses, or bacteria. After the wastewater is cleaned to a standard set by the Utah State Division of Water Quality, it is discharged into Powell Slough adjacent to Utah Lake.

WATER RECLAMATION FUND

REVENUES

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

REVENUE DESCRIPTION	ACTUAL FY '21-'22	ACTUAL FY '22-'23	ESTIMATED ACTUAL FY '23-'24	TENTATIVE BUDGET FY '24-'25
Sewer Service Charges	\$ 12,521,162	\$ 12,235,944	\$ 12,220,000	\$ 14,408,000
Sewer Fees	173,143	228,087	175,000	220,000
Sewer Connection Fees	12,540	2,053	10,000	5,000
Sewer Impact Fees	558,476	88,617	120,000	225,000
Interest Earnings	(39,616)	729,939	840,000	500,000
Amortization - 2021 Bonds Premium	60,329	60,329	60,329	60,329
Sale of Fixed Assets	90,808	8,995	4,310	-
Convenience Fees - Credit Cards	50,869	41,019	40,000	40,000
Miscellaneous Revenues	213,032	173,149	202,094	174,535
Contributed Lines / Assets	87,780	192,775	-	-
Contributions from Other Funds	16,000	16,000	16,000	16,000
FUND TOTALS	\$ 13,744,521	\$ 13,776,907	\$ 13,687,733	\$ 15,648,864

RATES

Usage Charges

Volume - Per 1,000 gallons	\$ 2.56	\$ 2.59	\$ 2.59	\$ 2.68
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Base Rate Charges (Residential)

Base - Per Living Unit	\$ 12.39	\$ 12.48	\$ 12.48	\$ 16.98
Base - Per Multiple Living Unit after first	\$ 11.39	\$ 12.48	\$ 12.48	\$ 15.98

(For non-residential base rate information, see Appendix B - Fees & Charges)

Connection Fees

All Sizes	\$ 31.35	\$ 32.29	\$ 32.29	\$ 33.42
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(Modified due to new sewer impact fees, see Appendix B - Fees & Charges)

Pretreatment Fees

Annual Sampling Fee (automotive)	\$ 225.00	\$ 268.00	\$ 282.00	\$ 282.00
Categorical Annual Sampling Fee	\$ 825.00	\$ 982.00	\$ 1,033.00	\$ 1,033.00
Non-categorical Annual Sampling Fee	\$ 125.00	\$ 149.00	\$ 157.00	\$ 157.00
Reinspection Fee	\$ 40.00	\$ 48.00	\$ 50.00	\$ 50.00

(For all other pretreatment fees, see Appendix B - Fees & Charges)

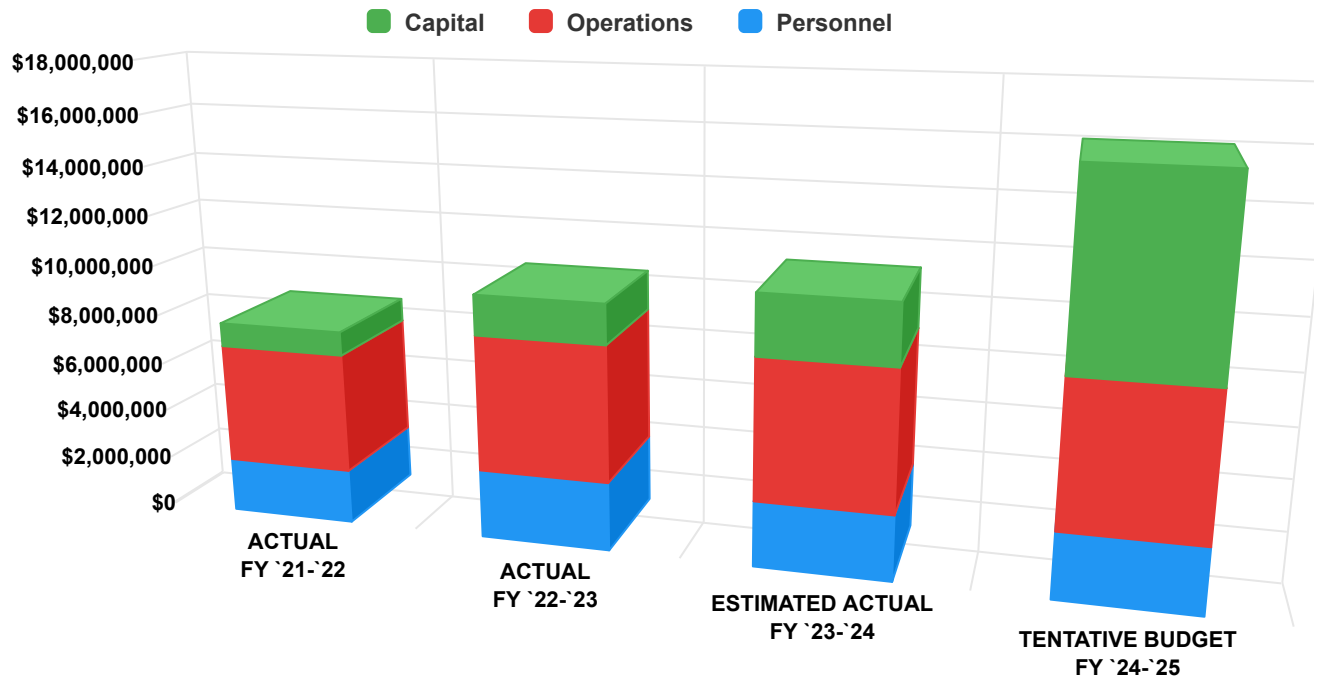
Impact Fees

Sewer Impact Fees (City Service Area & Southwest Service Area)

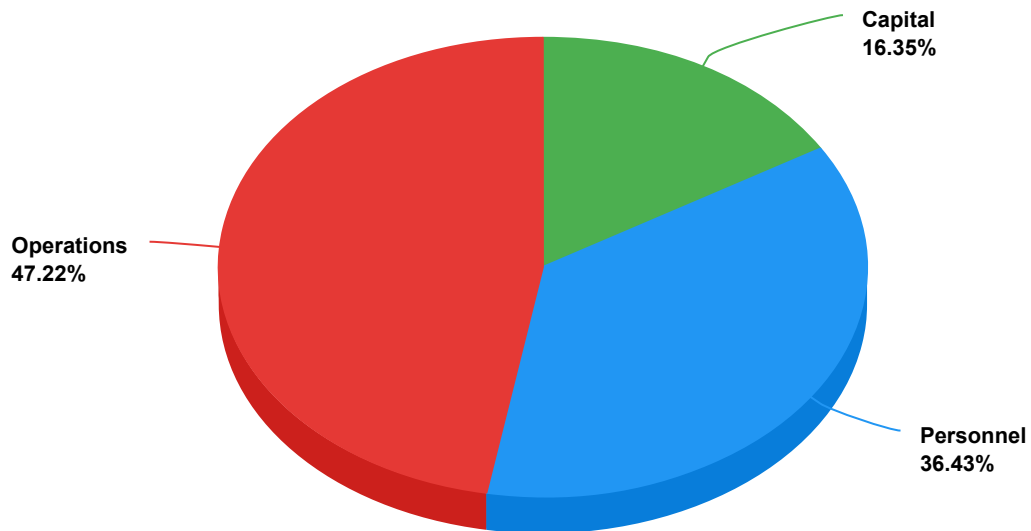
(See Appendix B - Fees & Charges)

WATER RECLAMATION FUND

EXPENDITURES COMPARISON BY FISCAL YEAR



EXPENDITURES BY CATEGORY (FY '24-'25)



WATER RECLAMATION FUND

EXPENDITURES SUMMARY

DIVISION	ACTUAL FY `21-`22	ACTUAL FY `22-`23	ESTIMATED ACTUAL FY `23-`24	TENTATIVE BUDGET FY `24-`25	# OF EMP. *
<u>Water Reclamation Administration</u>					
Personnel	\$ 190,336	\$ 525,354	\$ 174,440	\$ 136,259	1
Operations	3,958,364	3,725,171	3,700,515	3,776,821	
Capital	-	-	61,000	-	
	3,554,699	4,250,525	3,935,955	3,913,080	
<u>Water Reclamation Collection</u>					
Personnel	541,827	649,529	713,350	764,151	9
Operations	193,170	210,342	251,716	261,832	
Capital	951	564,004	387,369	300,000	
	735,948	1,423,875	1,352,435	1,325,983	
<u>Water Reclamation Treatment</u>					
Personnel	1,434,021	1,550,503	1,678,595	1,658,739	21
Operations	1,186,474	1,505,142	1,612,105	1,662,609	
Capital	280,813	184,922	732,032	2,593,000	
	2,901,308	3,240,568	4,022,732	5,914,348	
<u>Water Reclamation Capital Projects</u>					
Operations	-	-	-	-	
Capital	679,309	796,344	1,172,376	4,495,453	
	679,309	796,344	1,172,376	4,495,453	
<u>TOTAL WATER RECLAMATION FUND</u>					
Personnel	\$ 2,166,184	\$ 2,725,386	\$ 2,566,385	\$ 2,559,149	31
Operations	4,744,008	5,440,655	5,564,336	5,701,262	
Capital	961,073	1,545,270	2,352,778	7,388,453	
TOTALS	\$ 7,871,264	\$ 9,711,311	\$ 10,483,498	\$ 15,648,864	

* Number of benefitted employees

CAPITAL BUDGET	PROJECTED FY `25-`26	PROJECTED FY `26-`27	PROJECTED FY `27-`28	PROJECTED FY `28-`29
Improvements	\$ 4,731,646	\$ 4,182,174	\$ 5,048,661	\$ 6,379,047
Vehicles & Equipment	354,000	526,000	530,000	571,000
Facility Improvements	3,766,189	3,658,425	3,216,398	3,810,754
TOTALS	\$ 8,851,835	\$ 8,366,599	\$ 8,795,059	\$ 10,760,801

WATER RECLAMATION FUND

PERSONNEL SUMMARY

DIVISION	HOURLY PAY RATES		FULL-TIME EQUIVALENT		
	MINIMUM	MAXIMUM	ACTUAL	ESTIMATED	TENTATIVE
			FY '22-'23	ACTUAL FY '23-'24	BUDGET FY '24-'25
<u>Water Reclamation Administration</u>					
Full-time:					
Water Reclamation Division Manager	\$43.74	\$65.61	1.00	1.00	1.00
Variable-hour/Seasonal:					
PW Management Intern	\$8.48	\$12.72	0.10	-	-
			1.10	1.10	1.00
<u>Water Reclamation Collection</u>					
Full-time:					
Public Works Field Supervisor	\$39.36	\$42.18	1.00	1.00	1.00
Public Works Crew Leader	\$30.46	\$35.31	2.00	3.00	3.00
Public Works Technician	\$20.01	\$27.70	5.00	5.00	5.00
			8.00	9.00	9.00
Variable-hour/Seasonal:					
GIS Intern	\$9.26	\$13.89	0.25	-	-
Laborer	\$8.48	\$12.72	1.10	4.00	4.00
			1.35	1.35	4.00
			9.35	10.35	13.00
<u>Water Reclamation Treatment</u>					
Full-time:					
Public Works Field Supervisor	\$39.36	\$42.18	1.00	2.00	2.00
Public Works Coordinator	\$35.67	\$38.97	6.00	6.00	6.00
Public Works Program Manager	\$30.46	\$35.31	10.00	4.00	4.00
Public Works Operator	\$21.79	\$30.16	-	9.00	9.00
			17.00	21.00	21.00
Variable-hour/Seasonal:					
Laborer	\$8.48	\$12.72	1.85	1.85	1.85
			18.85	22.85	22.85
<u>TOTAL WATER RECLAMATION FUND</u>					
Full-time			26.00	31.00	31.00
Variable-hour/Seasonal			3.30	3.20	5.85
TOTAL FULL-TIME EQUIVALENTS (FTE)			29.30	34.20	36.85

WATER RECLAMATION FUND

CAPITAL PROJECTS DETAIL

CAPITAL PROJECTS	PROJECTED FY `25-`26	PROJECTED FY `26-`27	PROJECTED FY `27-`28	PROJECTED FY `28-`29
<u>Sewer System</u>				
Routine Maint. Elimination	\$ 602,914	\$ 621,001	\$ 639,631	\$ 799,845
	Replace sewer lines which are causing greater than normal maintenance.			
Sewer Line Upsizing	\$ -	\$ -	\$ -	\$ 750,000
	Improvements to the existing lines.			
Impact Fee Projects	\$ 175,000	\$ 175,000	\$ 175,000	\$ 175,000
	Future sewer impact fee projects.			
Miscellaneous Projects	\$ 123,806	\$ 127,520	\$ 135,900	\$ 142,250
	Miscellaneous projects as needed based upon inspections.			
OWRF Components/Plant Equipment	\$ 3,111,693	\$ 3,258,653	\$ 4,098,130	\$ 4,508,952
	Replace equipment used in reclamation plant operations. FY 2023-H2S rehab and solids press replacement			
Subtotal - Sewer System	\$ 4,013,413	\$ 4,182,174	\$ 5,048,661	\$ 6,376,047
<u>Vehicles & Equipment</u>				
Pickup Trucks & Cargo Vans	\$ 88,000	\$ 90,000	\$ 57,000	\$ 125,000
	FY 2026 - #6053			
Backhoes & Dump Trucks	\$ 11,000	\$ 111,000	\$ 86,000	\$ 22,000
	FY 2026 - Backhoe buyback program. FY 2027 - 2012 International 15-ton (#6251).			
Jet Vac Truck - Pipe Hunter	\$ 150,000	\$ 200,000	\$ 175,000	\$ 200,000
	FY 2026 - #6204. FY 2027-2029 Sinking Fund			
Vehicle / Equip. Replacement	\$ 105,000	\$ 125,000	\$ 212,000	\$ 224,000
	Replacement of vehicles and equipment.			
Subtotal - Vehicles & Equip.	\$ 354,000	\$ 526,000	\$ 530,000	\$ 571,000
TOTAL - CAPITAL	\$ 4,367,413	\$ 4,708,174	\$ 5,578,661	\$ 6,947,047

WATER RECLAMATION FUND

CAPITAL PROJECTS DETAIL

CAPITAL PROJECTS	PROJECTED FY `25-`26	PROJECTED FY `26-`27	PROJECTED FY `27-`28	PROJECTED FY `28-`29
Facility Improvements				
Solids Holding Tank	\$ 317,000	\$ -	\$ -	\$ -
Replace piping, diffuser stock and blower.				
Step Screen #2 Rebuild	\$ 54,000	\$ -	\$ -	\$ -
Rebuild step screen #2.				
Asphalt Replacement	\$ 15,000	\$ 15,000	\$ 15,000	\$ 15,000
Add ongoing funds for asphalt replacement, rehab, or overlay.				
OWRF Components/Plant Equipment	\$ 3,041,189	\$ 3,132,425	\$ 2,686,398	\$ 3,239,754
Replace equipment used in reclamation plant operations.				
Subtotal - Facility Improvements	\$ 3,766,189	\$ 3,658,425	\$ 3,216,398	\$ 3,810,754
GRAND TOTAL - CAPITAL	\$ 7,779,602	\$ 7,840,599	\$ 8,265,059	\$ 10,186,801

WATER RECLAMATION FUND

DEBT OUTSTANDING

FISCAL YEAR	2021A WATER, SEWER & STORM SEWER BONDS	2021B WATER, SEWER & STORM SEWER BONDS	TOTAL BOND PAYMENTS
2024-2025	\$ 444,550	\$ 595,000	\$ 1,039,550
2025-2026	445,800	595,000	1,040,800
2026-2027	448,450	595,000	1,043,450
2027-2028	445,725	595,000	1,040,725
2028-2029	445,725	595,000	1,040,725
2029-2030	445,225	595,000	1,040,225
2030-2031	444,225	595,000	1,039,225
2031-2032	447,600	595,000	1,042,600
2032-2033	446,600	-	446,600
2033-2034	446,400	-	446,400
2034-2035	445,800	-	445,800
2035-2036	444,800	-	444,800
2036-2037	448,300	-	448,300
2037-2038	446,300	-	446,300
2038-2039	448,800	-	448,800
2039-2040	445,800	-	445,800
2040-2041	447,300	-	447,300
2041-2042	448,200	-	448,200
2042-2043	448,500	-	448,500
2043-2044	448,200	-	448,200
2044-2045	447,300	-	447,300
2045-2046	445,800	-	445,800
2046-2047	443,700	-	443,700
GRAND TOTALS	10,269,100	4,760,000	15,029,100
Principal	\$ 6,660,000	\$ 4,760,000	\$ 11,420,000
Interest	\$ 3,609,100	-	\$ 3,609,100
GRAND TOTALS	10,269,100	4,760,000	15,029,100
Interest Rate	3.00% - 5.00%	0.00%	

EXHIBIT "A"

EXHIBIT "B"

EXHIBIT "C"

WATER RECLAMATION FUND



Water Reclamation Plant

Storm Water Fund

STORM WATER FUND

OVERVIEW

The Storm Water Fund is used to account for the revenues and expenditures of the City's storm water utility. The storm water utility operates and maintains the City's storm drains and detention basins which minimize flooding and water pollution within the City of Orem.

The storm water system is a separate collection and runoff system. It is not connected to the sewer collection system of the city. Storm water is not filtered or cleaned before it is released into Powell Slough adjacent to Utah Lake, London Hollow, the Provo River, or absorbed back into the City's groundwater.

The system consists of an estimated 3,650 Class V injection wells located on public and private property and approximately 460,000 feet (87 miles) of storm drain pipe. Pipe sizes range from 6" to 54" in diameter. The vast majority of such pipe is 24" or less in diameter.

The storm water system also includes 47 detention areas for storm water filtration. With regard to these detention areas, 25 are multi-use facilities with turf grass areas open to the public and 22 are unimproved areas, some of which are wetland areas.

STORM WATER FUND

REVENUES

The Storm Water Fund receives revenues primarily from fees assessed to all property owners based on the amount of impervious surface area on a property within the City's boundaries. The City converts the impervious surface area into a billable unit referred to as an Equivalent Service Unit (ESU).

Currently, there are over 52,000 total ESU's throughout the City of Orem. Of the total ESU's, approximately 37% are single family residential, 9% are school related, 5% are related to religious affiliations, and the remaining 49% are commercial, industrial, or manufacturing properties.

REVENUE DESCRIPTION	ACTUAL FY '21-'22	ACTUAL FY '22-'23	ESTIMATED ACTUAL FY '23-'24	TENTATIVE BUDGET FY '24-'25
Storm Water Charges	\$ 5,276,720	\$ 5,478,012	\$ 5,350,000	\$ 5,900,000
Storm Water Fees	51,186	29,064	47,000	58,000
Storm Water Impact Fees	153,313	23,369	40,000	100,000
Interest Earnings	32,399	392,067	425,977	250,000
Sale of Fixed Assets	91,000	-	-	-
Miscellaneous Revenues	46,860	32,639	16,000	16,000
Contributed Lines / Assets	109,340	495,925	-	-
Contributions from Other Funds	141,000	141,000	141,000	141,000
Appropriations of Surplus	-	-	-	-
FUND TOTALS	\$ 5,928,819	\$ 6,619,077	\$ 6,046,979	\$ 6,492,002

RATES

Base Rate Charges

Equivalent Service Unit (ESU) - Per month	\$ 7.80	\$ 8.00	\$ 8.20	\$ 8.49
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Construction Site Inspection Fees (Single Family)

≤ 1 Acre (If No UPDES NOI Required)	\$ 200.00	\$ 215.00	\$ 225.00	\$ 245.00
≤ 5 Acres	\$ 1,495.00	\$ 1,600.00	\$ 1,685.00	\$ 1,845.00
> 5 Acres	\$ 1,995.00	\$ 2,135.00	\$ 2,250.00	\$ 2,460.00

(For all other categories, see Appendix B - Fees & Charges)

Construction Site Citation Fees

First Infraction - Per day per violation	\$ 50.00	\$ 75.00	\$ 75.00	\$ 78.00
Second Infraction - Per day per violation	\$ 100.00	\$ 125.00	\$ 125.00	\$ 129.00
Third Infraction - Per day per violation	\$ 200.00	\$ 250.00	\$ 250.00	\$ 259.00

(For other citation information, see Appendix B - Fees & Charges)

Impact Fees

Storm Water Impact Fees (City Service Area & Southwest Service Area)

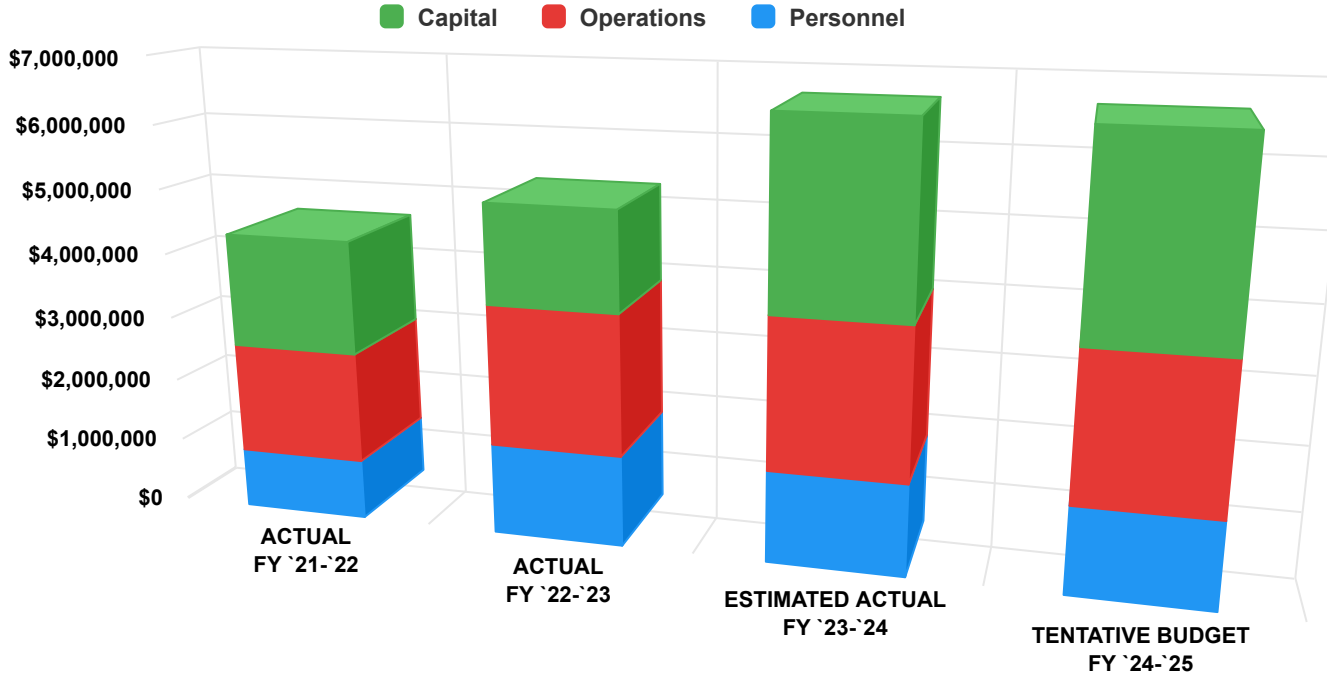
(See Appendix B - Fees & Charges)

EXHIBIT "A"

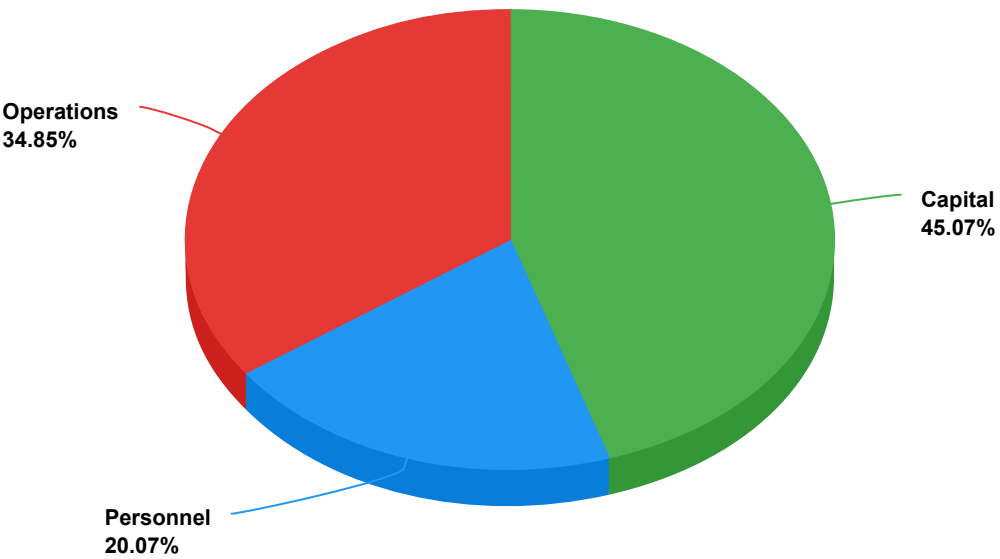
EXHIBIT "B"

EXHIBIT "C"

STORM WATER FUND
EXPENDITURES COMPARISON BY FISCAL YEAR



EXPENDITURES BY CATEGORY (FY '24-'25)



STORM WATER FUND

EXPENDITURES SUMMARY

DIVISION	ACTUAL FY `21-`22	ACTUAL FY `22-`23	ESTIMATED ACTUAL FY `23-`24	TENTATIVE BUDGET FY `24-`25	# OF EMP. *
<u>Storm Water Operations</u>					
Personnel	\$ 920,949	\$ 1,396,421	\$ 1,391,678	\$ 1,303,145	12
Operations	2,119,638	2,162,707	2,317,349	2,262,745	
Capital	390,833	123,379	930,715	658,050	
	3,019,794	3,682,506	4,639,742	4,223,940	
<u>Storm Water Capital Projects</u>					
Personnel	-	-	-	-	0
Operations	-	-	-	-	
Capital	1,348,151	1,378,774	1,895,569	2,268,062	
	1,348,151	1,378,774	1,895,569	2,268,062	
<u>TOTAL STORM WATER FUND</u>					
Personnel	\$ 920,949	\$ 1,396,421	\$ 1,391,678	\$ 1,303,145	12
Operations	1,708,012	2,162,707	2,317,349	2,262,745	
Capital	1,738,984	1,502,152	2,826,284	2,926,112	
TOTALS	\$ 4,367,945	\$ 5,061,280	\$ 6,535,311	\$ 6,492,002	

* Number of benefitted employees

CAPITAL BUDGET	PROJECTED FY `25-`26	PROJECTED FY `26-`27	PROJECTED FY `27-`28	PROJECTED FY `28-`29
Improvements	\$ 1,575,000	\$ 1,575,000	\$ 1,575,000	\$ 1,575,000
Vehicle & Equipment Replacement	616,000	321,500	430,000	460,000
Facility Improvements	-	-	-	-
TOTALS	\$ 2,191,000	\$ 1,896,500	\$ 2,005,000	\$ 2,035,000

EXHIBIT "A"

EXHIBIT "B"

EXHIBIT "C"

STORM WATER FUND
PERSONNEL SUMMARY

DIVISION	HOURLY PAY RATES		FULL-TIME EQUIVALENT		
	MINIMUM	MAXIMUM	ACTUAL	ESTIMATED	TENTATIVE
			FY '22-'23	ACTUAL FY '23-'24	BUDGET FY '24-'25
<u>Storm Water Operations</u>					
Full-time:					
Storm Water Division Manager	\$43.74	\$65.61	1.00	1.00	1.00
Public Works Field Supervisor	\$39.36	\$42.18	1.00	1.00	1.00
Public Works Coordinator	\$35.67	\$38.97	1.00	2.00	2.00
Public Works Crew Leader	\$30.46	\$35.31	2.00	2.00	2.00
Public Works Operator I	\$21.79	\$30.16	2.00	-	-
Public Works Technician	\$20.01	\$27.70	6.00	6.00	6.00
			13.00	12.00	12.00
Variable-hour/Seasonal:					
Laborer	\$8.48	\$12.72	1.25	1.25	1.25
			13.25	14.25	13.25
<u>TOTAL STORM WATER FUND</u>					
Full-time			13.00	12.00	12.00
Variable-hour/Seasonal			1.25	1.25	1.25
TOTAL FULL-TIME EQUIVALENTS (FTE)			14.25	14.25	13.25

STORM WATER FUND

CAPITAL PROJECTS DETAIL

	PROJECTED	PROJECTED	PROJECTED	PROJECTED
	FY `25-`26	FY `26-`27	FY `27-`28	FY `28-`29
CAPITAL PROJECTS				
<u>Storm Water System</u>				
Impact Fee Projects	\$ 75,000	\$ 75,000	\$ 75,000	\$ 75,000
	Future storm water impact fee projects.			
Miscellaneous Projects	\$ 1,500,000	\$ 1,500,000	\$ 1,500,000	\$ 1,500,000
	Miscellaneous projects as needed.			
Subtotal - S. Water System	\$ 1,575,000	\$ 1,575,000	\$ 1,575,000	\$ 1,575,000
<u>Vehicles & Equipment</u>				
Pickup Trucks	\$ 57,000	\$ -	\$ -	\$ -
	FY 2026 - #8000.			
Dump Truck	\$ 100,000	\$ 100,000	\$ 110,000	\$ 120,000
	FY 2026-2029 - Sinking Fund			
Street Sweeper	\$ 200,000	\$ -	\$ -	\$ -
	FY 2026 - 2017 International #8358			
Jet Vac Truck	\$ 170,000	\$ 145,000	\$ 150,000	\$ 150,000
	Sinking Fund to replace 2009 Sterling #9252 & 2014 Mack/Vactor #9253			
Riding Mowers	\$ 18,000	\$ 19,000	\$ 20,000	\$ 20,000
	FY 2026 - #9309.			
Vehicle/Equip. Replacement	\$ 71,000	\$ 57,500	\$ 150,000	\$ 170,000
	Replace various equipment and vehicles as identified.			
Subtotal - Vehicles & Equip.	\$ 616,000	\$ 321,500	\$ 430,000	\$ 460,000
GRAND TOTAL - CAPITAL	\$ 2,191,000	\$ 1,896,500	\$ 2,005,000	\$ 2,035,000

EXHIBIT "A"

EXHIBIT "B"

EXHIBIT "C"

EXHIBIT "A"

EXHIBIT "B"

EXHIBIT "C"

STORM WATER FUND

DEBT OUTSTANDING

FISCAL YEAR	2013 WATER & STORM SEWER REFUNDING BONDS	2021A WATER, SEWER & STORM SEWER BONDS	TOTAL BOND PAYMENTS
2024-2025	\$ 454,729	\$ 105,150	\$ 559,879
2025-2026	455,080	108,025	563,105
2026-2027	-	106,225	106,225
2027-2028	-	104,425	104,425
2028-2029	-	107,050	107,050
2029-2030	-	104,550	104,550
2030-2031	-	106,925	106,925
2031-2032	-	104,175	104,175
2032-2033	-	106,600	106,600
2033-2034	-	104,200	104,200
2034-2035	-	106,700	106,700
2035-2036	-	104,100	104,100
2036-2037	-	106,400	106,400
2037-2038	-	108,500	108,500
2038-2039	-	105,500	105,500
2039-2040	-	107,400	107,400
2040-2041	-	104,200	104,200
2041-2042	-	105,900	105,900
2042-2043	-	107,400	107,400
2043-2044	-	103,800	103,800
2044-2045	-	105,100	105,100
2045-2046	-	106,200	106,200
2046-2047	-	107,100	107,100
GRAND TOTALS	909,809	2,435,625	3,345,434
Principal	\$ 890,291	\$ 1,580,000	\$ 2,470,291
Interest	\$ 19,518	\$ 855,625	\$ 875,143
GRAND TOTALS	909,809	2,435,625	3,345,434
Interest Rate	2.18%	3.00% - 5.00%	

STORM WATER FUND



Skate Park Detention Pond



Bonneville Park Detention Pond



Williams Farm Detention Pond



800 North Detention Pond

EXHIBIT "A"

EXHIBIT "B"

EXHIBIT "C"

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Recreation Fund

RECREATION FUND

OVERVIEW

The Recreation Fund operates all Fitness Center and Scera Park Pools operations as well as overseeing the use of all City parks.

The Recreation Fund plans, administers and supervises a full range of programs and services associated with a full scale fitness center and swimming pools.

The Recreation Fund has the following divisions:

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

RECREATION FUND

REVENUES

The Recreation Fund receives revenues from annual, monthly and daily admission charges to the Fitness Center (including individual, family and business passes) and daily admission and passes to the Scera Park Pools. The revenues also include instructional class registrations, facility reservations, park pavilion reservations, concessions, pro-shop sales and other minor fees.

REVENUE DESCRIPTION	ACTUAL FY '21-'22	ACTUAL FY '22-'23	ESTIMATED ACTUAL FY '23-'24	TENTATIVE BUDGET FY '24-'25
<u>Fitness Center</u>				
Admissions	\$ 2,256,568	\$ 2,468,048	\$ 2,848,348	\$ 3,004,000
Group Use	54,856	95,364	90,000	95,000
Classes and Programs	430,136	446,799	345,000	345,000
Product Sales and Concessions	13,652	14,455	14,000	14,000
Rentals	9,027	5,170	-	-
Child Care	35,586	35,041	55,000	60,000
	2,781,771	3,064,877	3,352,348	3,518,000
<u>Scera Outdoor Pool</u>				
Admissions	176,225	205,076	222,000	242,000
Group Use	53,640	54,344	60,000	62,000
Classes and Programs	6,543	29,390	95,000	95,000
Product Sales and Concessions	63,026	58,039	68,000	68,000
	299,434	346,849	445,000	467,000
<u>Hillcrest Park</u>				
Product Sales and Concessions	-	-	-	50,000
Rentals - Hillcrest Park	-	-	-	97,200
-		-	21,316	314,200
<u>Other Revenues</u>				
Miscellaneous Revenues	6,688	3,179	40	70,000
Contributions from Other Funds	67,000	67,000	67,000	67,000
	140,456	197,207	177,040	257,000
FUND TOTALS	\$ 3,221,661	\$ 3,873,139	\$ 3,995,704	\$ 4,556,200
-				
<u>Fitness Center</u>				
Daily Admission Fee - 14 & Older	\$ 5.25	\$ 5.00	\$ 6.00	\$ 6.00
Daily Admission Fee - Senior (60 & Older)	4.25	4.00	5.00	5.00
Daily Admission Fee - Youth (3 to 13)	4.25	4.00	5.00	5.00
<u>Scera Outdoor Pool</u>				
Daily Admission Fee - 14 & Older	\$ 6.00	\$ 6.00	\$ 6.00	\$ 6.00
Daily Admission Fee - Senior (60 & Older)	5.00	5.00	5.00	5.00
Daily Admission Fee - Youth (3 to 13)	5.00	5.00	5.00	5.00

EXHIBIT "A"

EXHIBIT "B"

EXHIBIT "C"

EXHIBIT "A"

REVENUE DESCRIPTION	ACTUAL	ACTUAL	ESTIMATED	TENTATIVE
	FY `21-`22	FY `22-`23	ACTUAL FY `23-`24	BUDGET FY `24-`25
Daily Admission Fee - Toddler (Under 3)	1.50	1.50	-	-

EXHIBIT "B"

EXHIBIT "C"

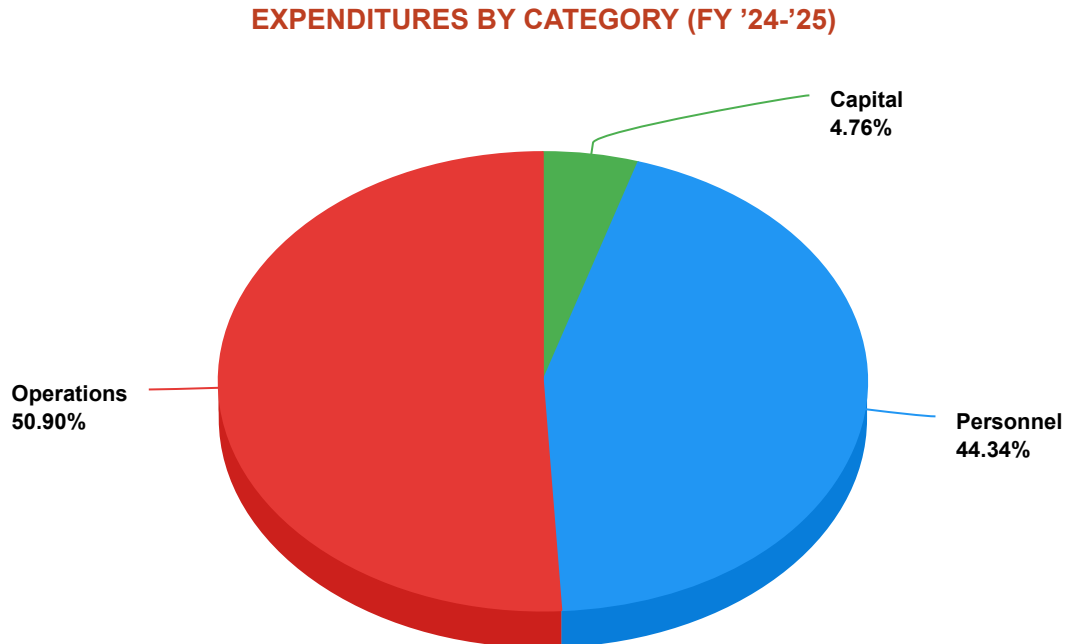
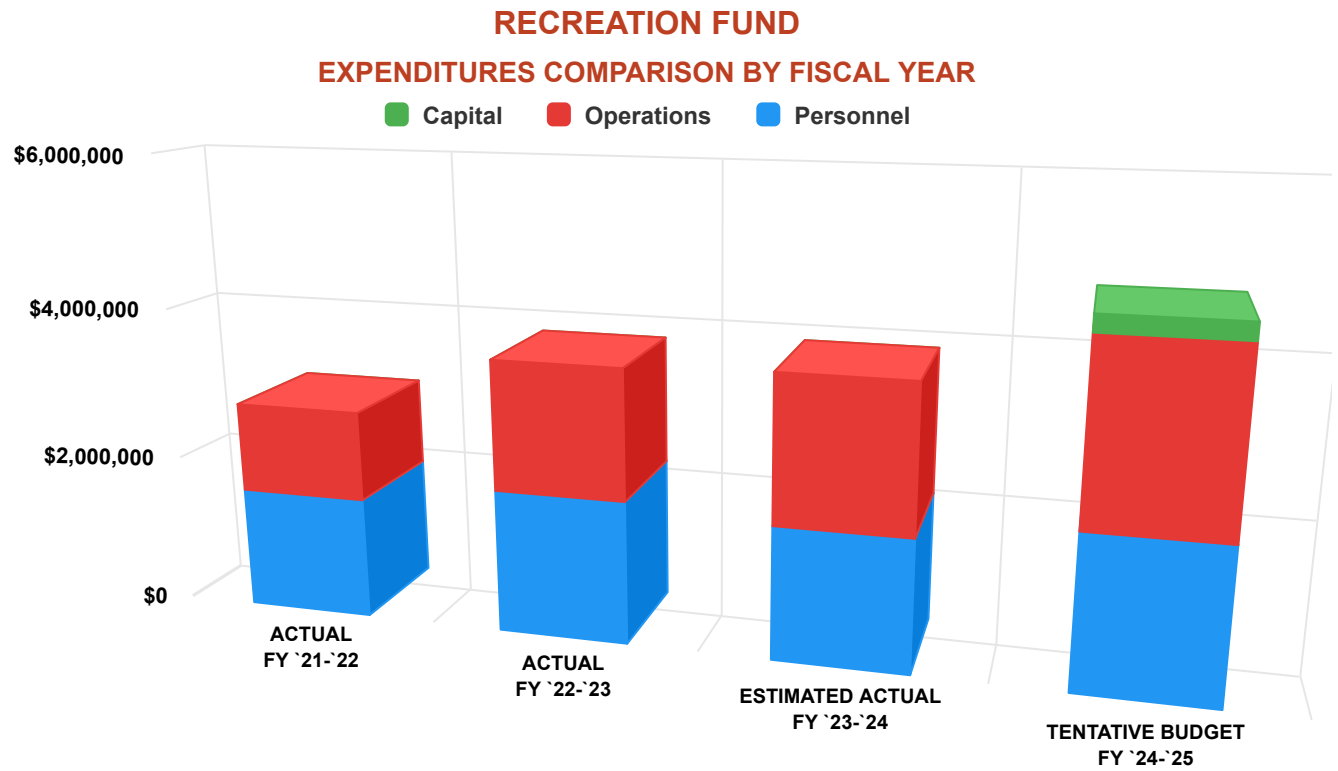


EXHIBIT "A"

EXHIBIT "B"

EXHIBIT "C"

RECREATION FUND

EXPENDITURES SUMMARY

DIVISION	ACTUAL FY `21-`22	ACTUAL FY `22-`23	ESTIMATED ACTUAL FY `23-`24	TENTATIVE BUDGET FY `24-`25	# OF EMP. *
Recreation Administration					
Personnel	\$ 93,329	\$ -	\$ -	\$ -	0
Operations	138,038	-	-	-	
Capital	-	-	-	-	
	231,367	-	-	-	
Fitness Center Operations					
Personnel	1,398,147	1,818,207	1,526,620	1,773,537	5
Operations	788,398	1,418,503	1,582,431	1,796,608	
Capital	-	-	-	217,000	
	2,186,545	3,236,710	3,109,051	3,787,145	
Hillcrest Park Operations					
Personnel	-	-	35,166	225,530	0
Operations	-	-	7,000	182,750	
Capital	-	-	-	-	
	-	-	42,166	408,280	
Outdoor Pool					
Personnel	121,749	68,261	192,000	21,000	0
Operations	238,193	293,847	328,373	339,775	
Capital	-	-	-	-	
	359,942	362,108	520,373	360,775	
TOTAL RECREATION FUND					
Personnel	\$ 1,613,225	\$ 1,886,468	\$ 1,753,786	\$ 2,020,067	5
Operations	1,164,628	1,712,350	1,917,803	2,319,133	
Capital	-	-	-	217,000	
TOTALS	\$ 2,777,853	\$ 3,598,819	\$ 3,671,589	\$ 4,556,200	

* Number of benefitted employees

RECREATION FUND

PERSONNEL SUMMARY

DIVISION	PAY GRADE	HOURLY PAY RATES		FULL-TIME EQUIVALENT		
		MINIMUM	MAXIMUM	ACTUAL	ESTIMATED	TENTATIVE
				FY '22-'23	FY '23-'24	BUDGET FY '24-'25
<u>Fitness Center Operations</u>						
Full-time:						
Recreation Fitness Center Manager	20	\$36.45	\$54.68	1.00	1.00	1.00
Senior Recreation Coordinator	15	\$23.50	\$28.07	2.00	1.00	1.00
Recreation Coordinator	14	\$23.50	\$28.07	2.00	3.00	3.00
				5.00	5.00	5.00
Variable-hour/Seasonal:						
Aerobics Instructor (incl. Water)	N/A	\$10.11	\$15.16	3.95	3.95	3.95
Creative Dance Instructor	N/A	\$10.11	\$15.16	0.65	0.65	0.65
Raquetball Specialist	N/A	\$10.11	\$15.16	0.35	0.35	0.35
Recreation Instructor	N/A	\$10.11	\$15.16	0.10	0.10	0.10
Sports Supervisor	N/A	\$10.11	\$15.16	0.10	0.10	0.10
Swim Coach	N/A	\$9.26	\$13.89	0.10	0.10	0.10
Service Worker	N/A	\$8.48	\$12.72	0.95	0.95	0.95
Child Care Attendant	N/A	\$7.70	\$11.55	1.70	1.70	1.70
Desk Clerk	N/A	\$7.70	\$11.55	6.50	6.50	6.50
Lifeguard	N/A	\$7.70	\$11.55	13.60	13.60	13.60
Recreation Assistant	N/A	\$7.70	\$11.55	1.00	1.00	1.00
Admissions/Concessions	N/A	\$7.25	\$10.56	0.80	0.80	0.80
				29.80	29.80	29.80
				34.80	34.80	34.80
<u>Outdoor Pool</u>						
Variable-hour/Seasonal:						
Building Maintenance Technician	N/A	\$13.17	\$19.75	0.30	0.30	0.30
Water Aerobics Instructor	N/A	\$10.11	\$15.16	0.10	0.10	0.10
Swim Coach	N/A	\$9.26	\$13.89	0.05	0.05	0.05
Shift Supervisor	N/A	\$8.48	\$12.72	0.10	0.10	0.10
Desk Clerk	N/A	\$7.70	\$11.55	0.45	0.45	0.45
Lifeguard	N/A	\$7.70	\$11.55	5.35	5.35	5.35
Admissions/Concessions	N/A	\$7.25	\$10.56	1.60	1.60	1.60
				7.95	7.95	7.95
<u>TOTAL RECREATION FUND</u>						
Full-time				5.00	5.00	5.00
Variable-hour/Seasonal				37.75	37.75	37.75
TOTAL FULL-TIME EQUIVALENTS (FTE)				42.75	42.75	42.75

EXHIBIT "A"

EXHIBIT "B"

EXHIBIT "C"

Solid Waste Fund

SOLID WASTE FUND

OVERVIEW

The Solid Waste Fund is used to account for the revenues and expenses of the city-wide residential curbside solid waste, recycling, and green waste operations of the City. The fund manages a third-party service contract to provide these services. The service contract is currently with Waste Management of Utah.

The City has over 22,500 residential solid waste cans collecting over 22,000 tons of waste per year.

Recycling subscriptions total over 14,000 cans collecting over 2,400 tons of waste per year. The City's diversion rate is approximately 11%. In order to increase recycling efforts and the overall diversion rate, as of July 1, 2018, all new utility accounts were automatically signed up for both a residential curbside container and a recycling container. Existing utility accounts were grandfathered into the existing "opt out" recycling program. However, recycling will be mandatory for all new accounts. The City's Natural Resource Stewardship Committee endorsed this recommended change.

Green waste subscriptions total over 5,000 cans collecting over 2,500 tons of waste per year. This service operates from March through November of each year. This is an "opt in" program.

The City also offers each residential customer two coupons for free loads to the North Pointe Transfer Station. There are generally over 9,000 coupons redeemed each year. The City also offers free Christmas tree disposal for residents and operates a very successful spring and fall cleanup program.

SOLID WASTE FUND

REVENUES

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

REVENUE DESCRIPTION	ACTUAL FY `21-`22	ACTUAL FY `22-`23	ESTIMATED ACTUAL FY `23-`24	TENTATIVE BUDGET FY `24-`25
Refuse - Residential	\$ 3,037,922	\$ 3,161,961	\$ 3,362,000	\$ 3,513,000
Refuse - Residential - 2nd Can Fee	464,000	479,827	511,000	532,000
Recycling Can Fee	750,755	811,550	900,000	941,000
Green Waste Fee	352,216	487,406	391,000	411,000
Interest Earnings	4,503	46,029	55,000	45,000
Miscellaneous Revenues	-	17,471	15,000	15,000
FUND TOTALS	\$ 4,609,397	\$ 5,004,244	\$ 5,234,000	\$ 5,457,000

RATES

Combined Rate (Monthly)

Residential Service & Recycling	\$ 16.30	\$ 16.95	\$ 17.60	\$ 18.40
(Mandatory for all new accounts)				

Base Rate (Monthly)

Residential Service	\$ 12.15	\$ 12.55	\$ 12.95	\$ 13.55
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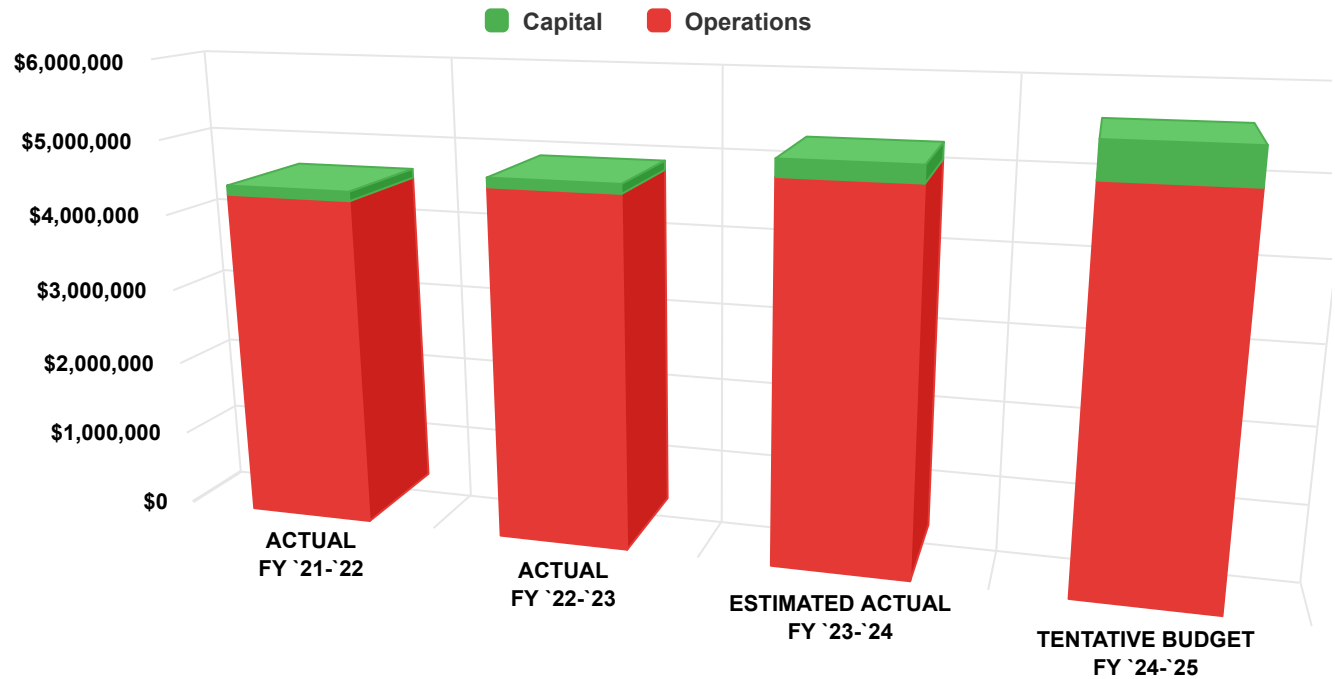
Other Rates (Monthly)

Additional Containers	\$ 11.15	\$ 11.55	\$ 11.95	\$ 12.55
Green Waste	\$ 6.60	\$ 6.85	\$ 7.10	\$ 7.10
Recycling	\$ 4.15	\$ 4.40	\$ 4.65	\$ 4.85
Multiple Units	\$ 12.15	\$ 12.55	\$ 12.95	\$ 13.55
Trailer Courts & Condominiums	\$ 12.15	\$ 12.55	\$ 12.95	\$ 13.55
Trailer Courts & Condominiums per Addtl Unit	\$ 12.15	\$ 12.55	\$ 12.95	\$ 13.55

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

SOLID WASTE FUND

EXPENDITURES COMPARISON BY FISCAL YEAR



EXPENDITURES SUMMARY

EXPENDITURE CATEGORY	ACTUAL FY '21-'22	ACTUAL FY '22-'23	ESTIMATED ACTUAL FY '23-'24	TENTATIVE BUDGET FY '24-'25
Operations				
Solid Waste Contract	\$ 2,399,077	\$ 2,539,586	\$ 2,800,000	\$ 2,800,000
Landfill Charges	845,277	969,594	1,010,000	1,010,000
Coupon Redemption	32,544	42,305	60,000	60,000
Green Waste Tip Fee	39,969	44,541	40,000	100,000
Green Waste Curbside	45,887	-	60,000	-
Bank Analysis & Credit Card Fees	81,789	79,017	100,000	100,000
Administration Charge	235,040	236,668	115,573	121,567
311 Services/Utility Billing Charge	138,077	156,996	155,103	150,926
Information Technology Charge	-	2,000	-	-
Other Expenditures	497,732	507,762	539,041	637,866
	<u>4,315,392</u>	<u>4,578,468</u>	<u>4,879,717</u>	<u>4,980,359</u>
Capital				
Take Pride Projects	124,827	127,876	200,000	476,641
	<u>124,827</u>	<u>127,876</u>	<u>200,000</u>	<u>476,641</u>
TOTAL SOLID WASTE FUND				
Operations	\$ 4,315,392	\$ 4,578,468	\$ 4,879,717	\$ 4,980,359
Capital	<u>124,827</u>	<u>127,876</u>	<u>200,000</u>	<u>476,641</u>
TOTALS	<u>\$ 4,440,219</u>	<u>\$ 4,706,344</u>	<u>\$ 5,079,717</u>	<u>\$ 5,457,000</u>

Fleet Maintenance Fund

FLEET MAINTENANCE FUND

OVERVIEW

The Fleet Maintenance Fund provides vehicle and equipment maintenance services to all city departments. The Fleet Maintenance division is responsible for servicing over 315 vehicles (sedans, SUV's, vans, trucks, etc.); 125 medium to heavy-duty pieces of equipment (riding mowers, tractors, backhoes, sweepers, etc.); 85 trailers; and 600 small pieces of equipment (mowers, generators, compressors, etc.).

All of these services are provided under the direction of the Public Services Division Manager and the Fleet Division Manager within the Public Works department.

REVENUES

The Fleet Maintenance Fund is an internal service fund that receives the majority of its operating revenues through transfers from other funds. Assessments to each fund are determined by the previous year's use of these services.

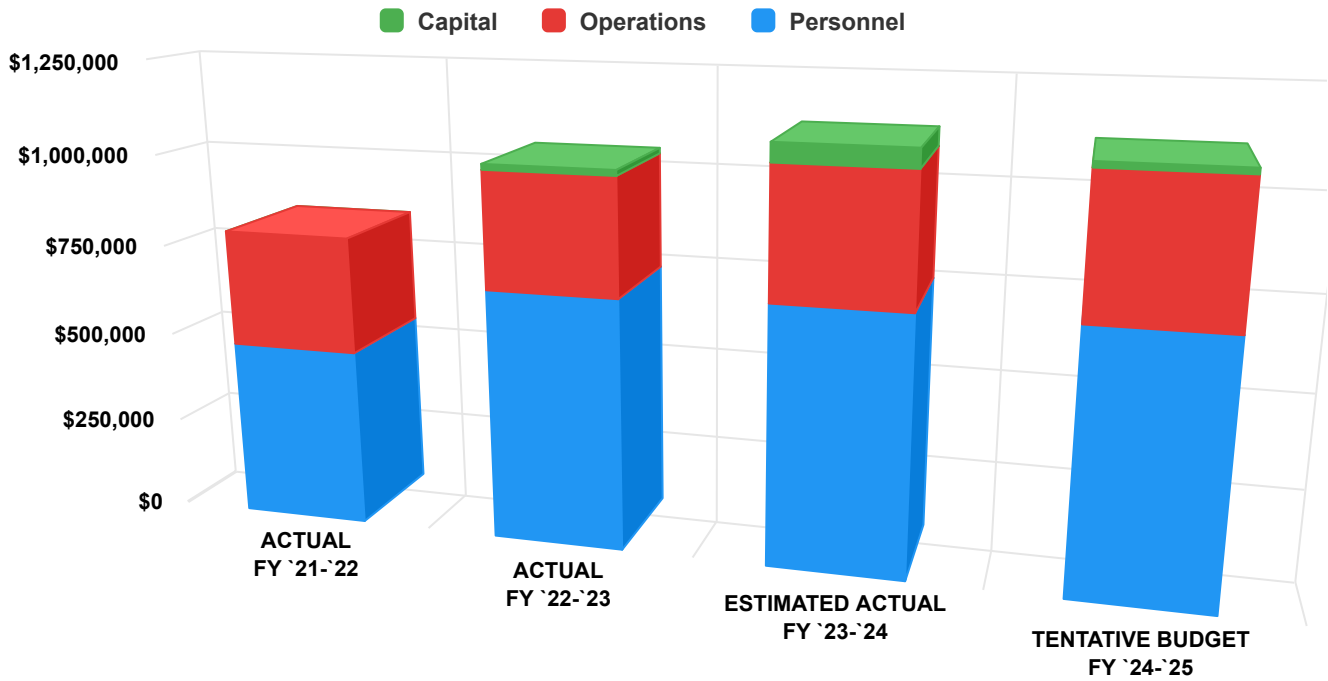
REVENUE DESCRIPTION	ACTUAL FY `21-`22	ACTUAL FY `22-`23	ESTIMATED ACTUAL FY `23-`24	TENTATIVE BUDGET FY `24-`25
Charges to Departments				
City Manager's Office	\$ 93	\$ 93	\$ 920	\$ 5,011
Finance Department	10,186	10,186	12,385	14,029
Development Services	26,031	26,031	36,800	47,099
Police Department	241,665	261,665	350,160	367,761
Fire Department	138,489	138,489	173,272	148,094
Public Works	427,878	437,878	495,520	490,329
Recreation	5,658	5,658	5,943	12,677
Charges to Departments - Total	850,000	880,000	1,075,000	1,085,000
Sale of Fixed Assets	-	2,355	16,000	-
FUND TOTALS	\$ 850,000	\$ 882,355	\$ 1,091,000	\$ 1,085,000

EXHIBIT "A"

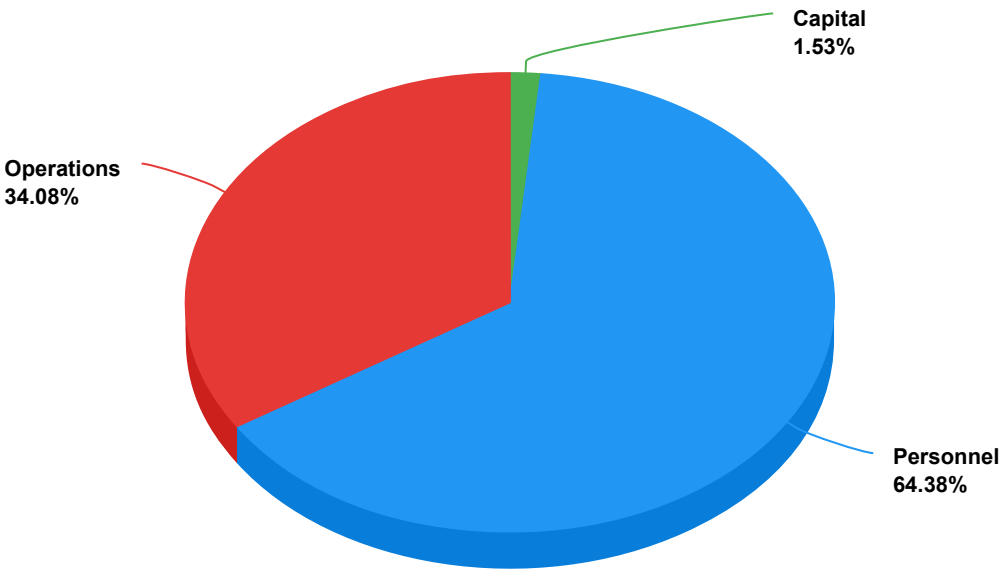
EXHIBIT "B"

EXHIBIT "C"

FLEET MAINTENANCE FUND
EXPENDITURES COMPARISON BY FISCAL YEAR



EXPENDITURES BY CATEGORY (FY '24-'25)



FLEET MAINTENANCE FUND

EXPENDITURES SUMMARY

EXPENDITURE CATEGORY	ACTUAL FY `21-`22	ACTUAL FY `22-`23	ESTIMATED ACTUAL FY `23-`24	TENTATIVE BUDGET FY `24-`25	# OF EMP. *
<u>Personnel</u>					
Salaries & Wages	\$ 337,145	\$ 427,454	\$ 461,440	\$ 471,022	6
Salaries & Wages - Overtime	5,437	5,666	9,000	9,000	
Fringe Benefits	142,006	251,604	230,454	218,527	
	484,588	684,724	700,894	698,549	
<u>Operations</u>					
Employee Development	6,455	9,067	8,500	8,500	
Supplies	24,721	20,290	22,000	22,000	
Equipment	14,035	15,756	18,712	22,200	
Fuel	3,050	3,656	3,000	4,000	
Maintenance & Repair	65,023	62,255	87,651	85,923	
Insurance & Surety	15,380	11,182	11,243	11,671	
Administration Charge	41,334	44,114	46,947	54,442	
Fund Charges	140,526	142,102	144,162	152,465	
Other Expenditures	5,307	7,110	8,832	8,600	
	315,831	315,531	351,047	369,801	
<u>Capital</u>					
Vehicle Replacements	-	-	-	-	
Equipment Replacements	-	16,650	49,950	16,650	
	-	16,650	49,950	16,650	
<u>TOTAL FLEET MAINTENANCE FUND</u>					
Personnel	\$ 484,588	\$ 684,724	\$ 700,894	\$ 698,549	6
Operations	315,831	315,531	351,047	369,801	
Capital	-	16,650	49,950	16,650	
TOTALS	\$ 800,419	\$ 1,016,905	\$ 1,101,891	\$ 1,085,000	

* Number of benefitted employees

CAPITAL BUDGET	PROJECTED FY `25-`26	PROJECTED FY `26-`27	PROJECTED FY `27-`28	PROJECTED FY `28-`29
Pickup Trucks	\$ -	\$ -	\$ -	\$ -
Equipment Replacements	10,000	15,000	150,000	25,000
TOTALS	\$ 10,000	\$ 15,000	\$ 150,000	\$ 25,000

EXHIBIT "A"

EXHIBIT "B"

EXHIBIT "C"

FLEET MAINTENANCE FUND
PERSONNEL SUMMARY

DIVISION			FULL-TIME EQUIVALENT		
	HOURLY PAY RATES		ACTUAL	ESTIMATED	TENTATIVE
	MINIMUM	MAXIMUM		ACTUAL	BUDGET
			FY `22-`23	FY `23-`24	FY `24-`25
<u>Fleet Maintenance</u>					
Full-time:					
Fleet Division Manager	\$32.61	\$48.92	1.00	1.00	1.00
Lead Fleet Mechanic	\$33.27	\$38.57	1.00	1.00	1.00
Fleet Mechanic	\$29.56	\$32.30	4.00	4.00	4.00
			6.00	6.00	6.00
<u>Fleet Maintenance</u>					
Variable-hour:					
Fleet Assistant	\$10.00	\$27.18	0.50	0.50	0.50
			0.50	0.50	0.50
<u>TOTAL FLEET MAINTENANCE FUND</u>					
Full-time			6.00	6.00	6.00
Variable-hour/Seasonal			0.50	0.50	0.50
TOTAL FULL-TIME EQUIVALENTS (FTE)			6.50	6.50	6.50



FLEET MAINTENANCE FUND



EXHIBIT "A"

EXHIBIT "B"

EXHIBIT "C"

Purchasing & Warehousing Fund

PURCHASING & WAREHOUSING FUND

OVERVIEW

The Purchasing & Warehousing Fund provides purchasing and materials storage and disbursement services to all city departments. These services are vital to various City departments and/or functions so their operations have minimal disruption. These services also provide the City with the ability to obtain bulk purchase discounts and maintain emergency supplies.

These services are provided under the direction of the Finance Department. The fund includes the job functions of the City's Purchasing Agent and Storekeepers.

REVENUES

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

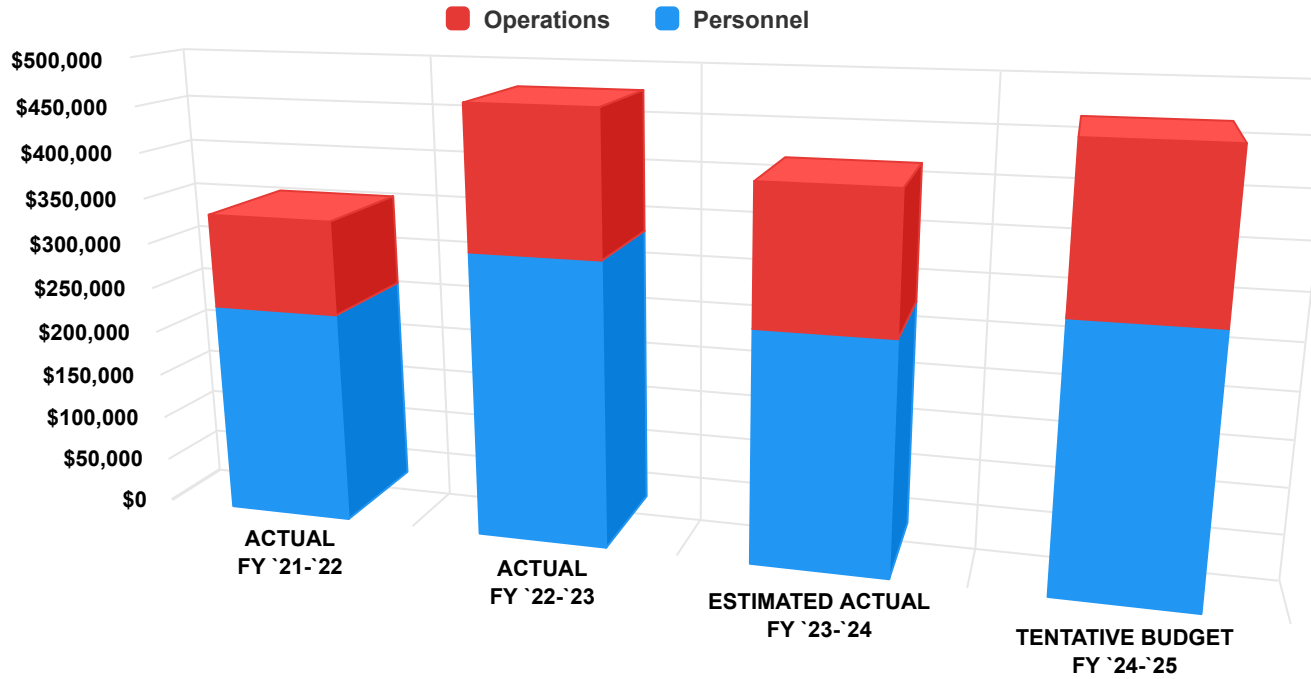
REVENUE DESCRIPTION	ACTUAL FY '21-'22	ACTUAL FY '22-'23	ESTIMATED ACTUAL FY '23-'24	TENTATIVE BUDGET FY '24-'25
<u>Charges to Departments</u>				
Public Works - Water	\$ 109,030	\$ 116,774	\$ 151,435	\$ 136,910
Public Works - Water Reclamation	42,096	32,865	28,614	36,078
Public Works - Storm Water	16,840	10,340	16,815	19,311
Public Works - Street Lighting	9,458	3,155	6,831	4,923
Public Works - Fleet Services	7,250	5,887	4,052	6,376
Recreation - Fitness Center	1,022	1,350	7,825	26,464
Non-Departmental	209,304	209,629	234,428	239,938
Charges to Departments - Total	395,000	380,000	450,000	470,000
Miscellaneous Revenues	-	7,490	-	-
Appropriations of Surplus	-	-	-	-
FUND TOTALS	\$ 395,000	\$ 387,490	\$ 450,000	\$ 470,000

EXHIBIT "A"

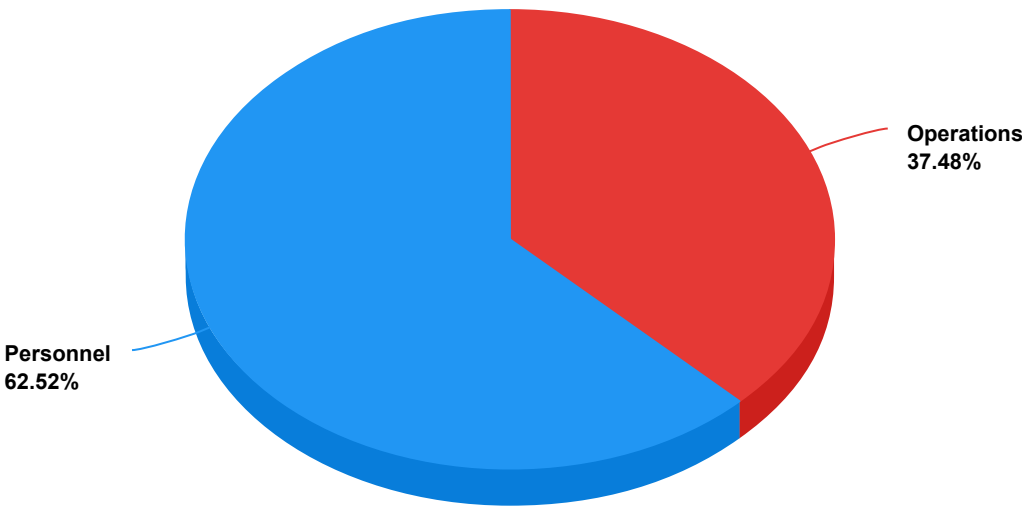
EXHIBIT "B"

EXHIBIT "C"

**PURCHASING & WAREHOUSING FUND
EXPENDITURES COMPARISON BY FISCAL YEAR**



EXPENDITURES BY CATEGORY (FY '24-'25)



PURCHASING & WAREHOUSING FUND

EXPENDITURES SUMMARY

EXPENDITURE CATEGORY	ACTUAL FY '21-'22	ACTUAL FY '22-'23	ESTIMATED ACTUAL FY '23-'24	TENTATIVE BUDGET FY '24-'25	# OF EMP. *
Personnel					
Salaries & Wages	\$ 162,371	\$ 203,058	\$ 166,647	\$ 194,026	3
Salaries & Wages - Overtime	1,008	1,304	2,500	2,500	
Fringe Benefits	70,130	108,247	83,617	87,824	
	233,509	312,609	252,764	284,350	
Operations					
Employee Development	779	3,592	2,200	3,500	
Supplies	5,239	32,293	34,274	40,083	
Equipment	442	3,355	350	3,575	
Fuel	1,450	1,813	1,500	1,500	
Maintenance & Repair	24,181	33,853	36,871	39,353	
Professional & Technical Services	2,000	7,160	750	2,250	
Insurance & Surety	6,995	5,441	5,471	5,679	
Administration Charge	48,253	48,281	47,314	56,749	
Information Technology Charge	11,266	12,963	15,957	16,121	
Other Expenditures	1,087	4,403	1,690	1,690	
	101,692	153,154	146,377	170,500	
Capital					
Vehicle Replacements	-	-	-	-	
Facility Improvements	-	-	-	15,150	
	-	-	-	15,150	
TOTAL PURCHASING & WAREHOUSING FUND					
Personnel	\$ 233,509	\$ 312,609	\$ 252,764	\$ 284,350	3
Operations	101,692	153,154	146,377	170,500	
Capital	-	-	-	15,150	
TOTALS	\$ 335,201	\$ 465,764	\$ 399,141	\$ 470,000	

* Number of benefitted employees

EXHIBIT "A"

EXHIBIT "B"

EXHIBIT "C"

PERSONNEL SUMMARY

DIVISION	HOURLY PAY RATES		FULL-TIME EQUIVALENT		
			ACTUAL	ESTIMATED	TENTATIVE
	MINIMUM	MAXIMUM	FY `22-`23	FY `23-`24	BUDGET FY `24-`25
Purchasing & Warehousing					
Full-time:					
Budget Division Manager	\$39.54	\$59.32	1.00	1.00	1.00
Payables & Planning Clerk	\$18.42	\$27.64	1.00	-	-
Storekeeper/Buyer	\$19.00	\$21.38	2.00	2.00	2.00
			4.00	3.00	3.00
Variable Hour/Seasonal					
Account Clerk	\$15.50	\$23.25	-	0.63	0.63
			-	0.63	0.63
TOTAL PURCHASING & WAREHOUSING FUND					
Full-time			4.00	3.00	3.00
Variable Hour/Seasonal			-	0.63	0.63
TOTAL FULL-TIME EQUIVALENTS (FTE)			4.00	3.63	3.63

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Self-Insurance Fund

SELF-INSURANCE FUND

OVERVIEW

The Self-Insurance Fund provides insurance coverage and administration services to all city departments for the cost of all premiums for liability insurance and workers compensation program.

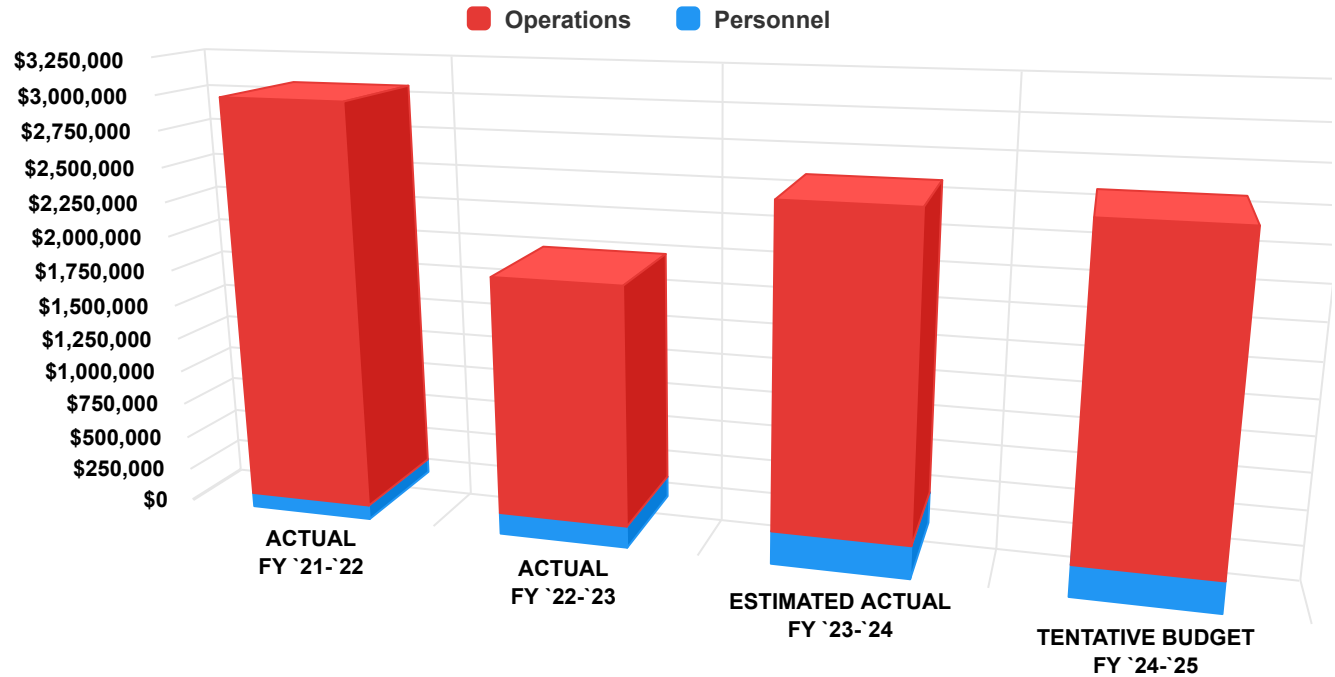
These services are provided under the direction of the Management Services Director. The fund includes the job function of the City's Risk Manager.

REVENUES

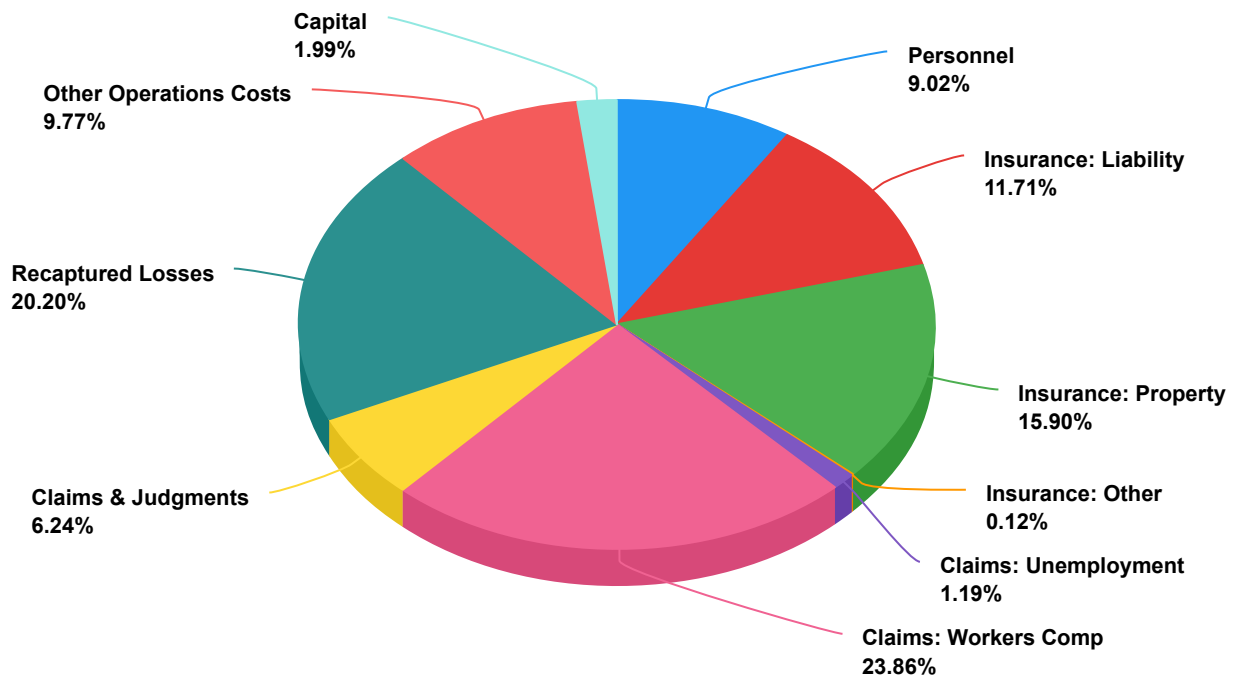
The Self-Insurance Fund is an internal service fund that receives the majority of its operating revenues through transfers from other funds.

REVENUE DESCRIPTION	ACTUAL FY '21-'22	ACTUAL FY '22-'23	ESTIMATED ACTUAL FY '23-'24	TENTATIVE BUDGET FY '24-'25
<u>Charges to Departments</u>				
Public Works - Water	\$ 178,740	\$ 178,740	\$ 169,781	\$ 180,647
Public Works - Water Reclamation	132,580	132,580	388,515	288,212
Public Works - Storm Water	55,180	55,180	21,542	69,076
Public Works - Street Lighting	3,000	3,000	568	1,751
Public Works - Fleet Services	13,520	13,520	15,305	11,182
Recreation	24,000	24,000	24,664	137,826
Purchasing & Warehousing	-	-	6,961	5,441
Information Technology	-	-	5,899	5,113
Facilities Maintenance	-	-	1,551	3,107
Non-Departmental	927,980	927,980	755,214	877,645
Charges to Departments - Total	1,420,000	1,580,000	1,585,000	1,715,000
Premiums - Unemployment	235,221	246,461	250,000	255,000
Premiums - Workers Compensation	492,498	516,033	540,000	545,000
FUND TOTALS	\$ 2,147,719	\$ 2,342,493	\$ 2,375,000	\$ 2,515,000

SELF-INSURANCE FUND EXPENDITURES COMPARISON BY FISCAL YEAR



EXPENDITURES BY CATEGORY (FY '24-'25)



SELF-INSURANCE FUND

EXPENDITURES SUMMARY

EXPENDITURE CATEGORY	ACTUAL		ESTIMATED		# OF EMP. *
	FY `21-`22	FY `22-`23	ACTUAL FY `23-`24	TENTATIVE BUDGET FY `24-`25	
Personnel					
Salaries & Wages	\$ 81,726	\$ 89,308	\$ 158,646	\$ 160,028	2
Fringe Benefits	21,495	61,043	78,071	66,812	
	103,220	150,351	236,717	226,840	
Operations					
Employee Development	1,153	601	4,500	2,500	
Supplies	35,513	6,735	2,000	500	
Liability Insurance	234,088	264,218	250,000	294,500	
Property Insurance	362,373	380,344	400,000	400,000	
Unemployment Claims	6,763	14,190	40,000	30,000	
Workers Compensation Claims/Costs	640,506	515,018	634,000	600,000	
Short-term Disability Claims	-	-	10,000	10,000	
Recaptured Losses	1,284,788	31,205	510,950	508,000	
Claims & Judgments	117,626	238,111	158,017	157,000	
Administration Charge	185,524	194,963	157,782	158,284	
Information Technology Charge	2,815	3,241	3,185	2,730	
Other Expenditures	23,164	61,106	74,116	74,646	
	2,894,314	1,709,732	2,244,550	2,238,160	
Capital					
Equipment Replacements	-	-	-	50,000	
	-	-	-	50,000	
TOTAL SELF-INSURANCE FUND					
Personnel	\$ 103,220	\$ 150,351	\$ 236,717	\$ 226,840	2
Operations	2,894,314	1,709,732	2,244,550	2,238,160	
Capital	-	-	-	50,000	
TOTALS	\$ 2,997,534	\$ 1,860,083	\$ 2,481,267	\$ 2,515,000	

* Number of benefitted employees

PERSONNEL SUMMARY

DIVISION	HOURLY PAY RATES		FULL-TIME EQUIVALENT		
	MINIMUM	MAXIMUM	ACTUAL	ESTIMATED	TENTATIVE
			FY `22-`23	ACTUAL FY `23-`24	BUDGET FY `24-`25
Self-Insurance Fund					
Full-time:					
Risk Manager	\$37.15	\$55.73	1.00	1.00	1.00
Safety Specialist	\$26.04	\$39.06	-	1.00	1.00
TOTAL FULL-TIME EQUIVALENTS (FTE)			1.00	1.00	1.00



Information Technology Fund

INFORMATION TECHNOLOGY FUND

OVERVIEW

The Information Technology Fund, through the Information Technology (IT) division, is responsible for the equipment and software that facilitates the efficient management of city services. The IT division supports all network connected devices and technologies as well as the infrastructure to facilitate data sharing and security. The IT division also provides departments with custom software solutions developed by an in-house software development team. The IT division maintains an onsite centralized data center and an offsite data storage and disaster recovery center providing services and resources used by all City departments.

These services are provided under the direction of the Management Services Department. The fund includes the job function of the City's IT Division Manager, Assistant IT Manager, Programmers, Network Engineer, and Technical Support Specialist.

REVENUES

The Information Technology Fund is an internal service fund that receives the majority of its operating revenues through transfers from other funds.

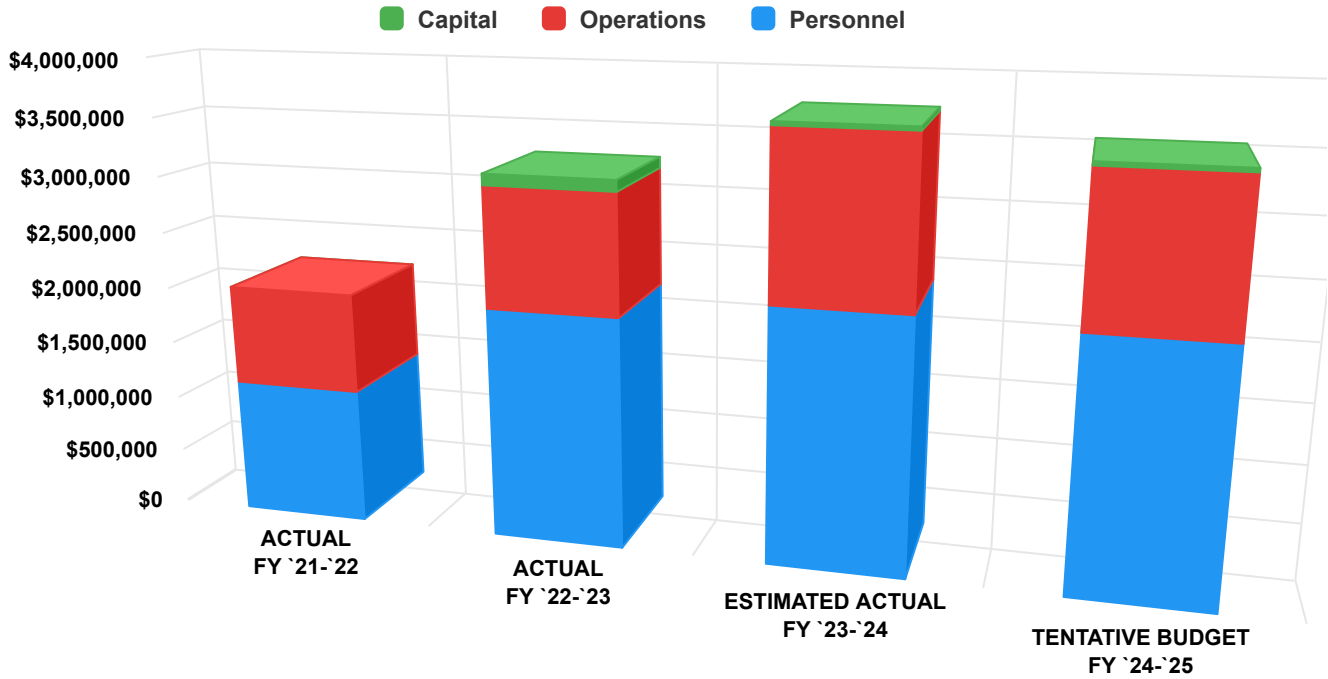
REVENUE DESCRIPTION	ACTUAL FY '21-'22	ACTUAL FY '22-'23	ESTIMATED ACTUAL FY '23-'24	TENTATIVE BUDGET FY '24-'25
<u>Charges to Departments</u>				
City Manager's Office	\$ 138,875	\$ 138,875	\$ 131,604	\$ 132,254
Finance Department	140,129	140,129	140,128	140,820
Legal Services	52,918	52,918	45,895	46,122
Development Services	246,657	246,657	242,113	243,309
Police Department	385,918	385,918	350,805	352,537
Fire Department	218,865	218,865	183,752	184,659
Public Works	678,991	678,991	878,518	882,856
Recreation	109,717	109,717	98,811	99,299
Library	457,930	457,930	358,374	360,144
Charges to Departments - Total	2,442,000	2,810,000	3,410,000	3,410,000
Miscellaneous Revenues	7,458	8,136	9,336	8,200
Contributions from Other Funds	-	-	-	42,000
FUND TOTALS	\$ 2,449,458	\$ 2,818,136	\$ 3,419,336	\$ 3,460,200

EXHIBIT "A"

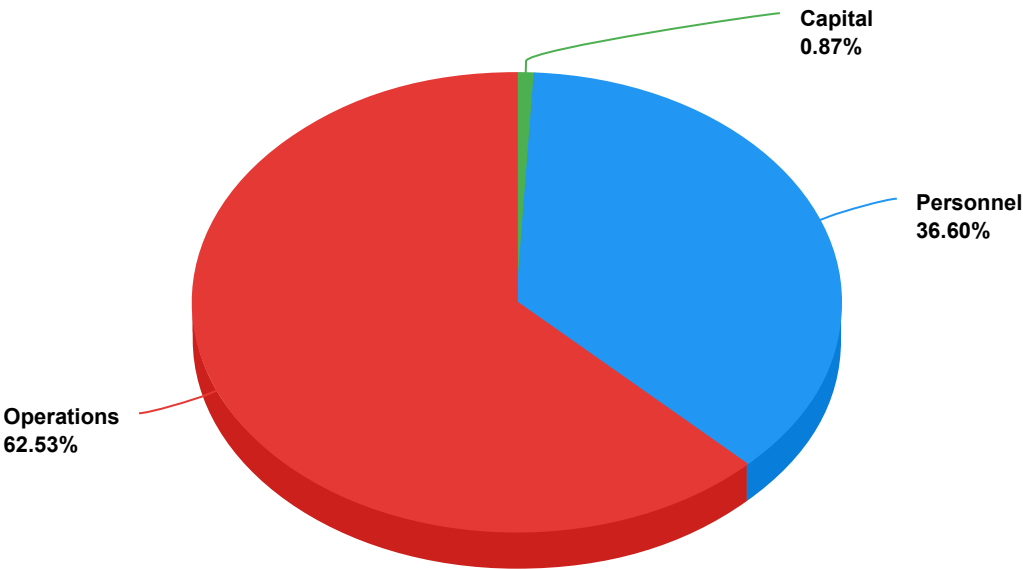
EXHIBIT "B"

EXHIBIT "C"

INFORMATION TECHNOLOGY FUND
EXPENDITURES COMPARISON BY FISCAL YEAR



EXPENDITURES BY CATEGORY (FY '24-'25)



INFORMATION TECHNOLOGY FUND

EXPENDITURES SUMMARY

EXPENDITURE CATEGORY	ACTUAL FY '21-'22	ACTUAL FY '22-'23	ESTIMATED ACTUAL FY '23-'24	TENTATIVE BUDGET FY '24-'25	# OF EMP. *
Personnel					
Salaries & Wages	\$ 993,706	\$ 1,103,865	\$ 1,483,456	\$ 1,514,817	16
Salaries & Wages - Overtime	12,123	10,271	-	-	
Fringe Benefits	183,563	895,613	719,993	648,899	
	1,189,392	2,009,749	2,203,449	2,163,716	
Operations					
Employee Development	11,930	8,738	11,088	16,000	
Supplies	13,143	41,683	15,000	15,000	
Equipment	349,974	424,107	710,414	493,332	
Telephone & Communications	86,284	89,431	75,000	75,000	
Maintenance & Repair	332,258	314,949	364,973	316,793	
Professional & Technical Services	15,558	100,001	114,676	128,000	
Administration Charge	34,856	42,297	59,587	69,163	
Other Expenditures	17,879	18,594	78,435	153,196	
	861,882	1,039,799	1,429,172	1,266,484	
Capital					
Servers	-	105,817	-	-	
IT System Infrastructure	-	-	36,152	30,000	
	-	105,817	36,152	30,000	
TOTAL I.T. FUND					
Personnel	\$ 1,189,392	\$ 2,009,749	\$ 2,203,449	\$ 2,163,716	16
Operations	861,882	1,039,799	1,429,172	1,266,484	
Capital	-	105,817	36,152	30,000	
TOTALS	<u>\$ 2,051,274</u>	<u>\$ 3,155,365</u>	<u>\$ 3,668,773</u>	<u>\$ 3,460,200</u>	

* Number of benefitted employees

CAPITAL BUDGET	PROJECTED FY '25-'26	PROJECTED FY '26-'27	PROJECTED FY '27-'28	PROJECTED FY '28-'29
Servers	\$ 27,000	\$ 27,000	\$ 27,000	\$ 27,000
Core Network Upgrades	50,000	50,000	50,000	50,000
Wireless Access Points/Installations	4,500	4,500	4,500	4,500
Edge Switch Replacements	5,000	5,000	5,000	5,000
VOIP Equipment Replacements/Upgrades	5,000	5,000	5,000	5,000
Disk Storage for Backups - Additional	12,000	12,000	12,000	12,000
Fiber Installation	20,000	20,000	20,000	20,000
Equipment Replacements	22,400	22,400	22,400	22,400
TOTALS	<u>\$ 145,900</u>	<u>\$ 145,900</u>	<u>\$ 145,900</u>	<u>\$ 145,900</u>

EXHIBIT "A"

EXHIBIT "B"

EXHIBIT "C"

INFORMATION TECHNOLOGY FUND

PERSONNEL SUMMARY

DIVISION	HOURLY PAY RATES		FULL-TIME EQUIVALENT		
	MINIMUM	MAXIMUM	ACTUAL	ESTIMATED	TENTATIVE
			FY '22-'23	FY '23-'24	BUDGET FY '24-'25
Information Technology					
Full-time:					
IT Division Manager	\$46.10	\$69.15	1.00	1.00	1.00
Development and Security Division Manager	\$46.10	\$69.15	1.00	1.00	1.00
IT Programming Section Manager	\$39.54	\$59.32	1.00	1.00	1.00
Systems Engineer	\$40.46	\$55.47	2.00	2.00	2.00
Software Engineer	\$33.46	\$55.30	6.00	6.00	6.00
Network Engineer	\$22.66	\$55.47	-	2.00	2.00
Security Administrator	\$28.67	\$31.33	-	1.00	1.00
Technical Support Supervisor	\$28.15	\$40.13	1.00	1.00	1.00
Technical Support Specialist	\$22.00	\$27.87	1.00	1.00	1.00
			13.00	16.00	16.00
Variable-Hour:					
Technical Support Specialist	\$22.00	\$27.87	3.00	3.00	3.00
TOTAL INFORMATION TECHNOLOGY FUND					
Full-time			13.00	16.00	16.00
Variable-hour/Seasonal			3.00	3.00	3.00
TOTAL FULL-TIME EQUIVALENTS (FTE)			15.00	17.00	19.00



INFORMATION TECHNOLOGY FUND



EXHIBIT "A"

EXHIBIT "B"

EXHIBIT "C"



Facilities Maintenance Fund

FACILITIES MAINTENANCE FUND

OVERVIEW

The Facilities Maintenance Fund provides building maintenance and custodial services for all city departments and is responsible for over 625,000 square feet of building space. This includes the following: maintaining the City's building infrastructure in proper operating condition by utilizing a routine scheduled maintenance program, basic custodial services, exterior painting of buildings, interior painting of public and common areas, general building repairs, maintenance of building life-safety and security alarm systems, HVAC, plumbing, electrical and lighting, door locks and door hardware, automated building systems, pest control, and the management of minor building renovations.

These services are under the direction of the Building Maintenance Division Manager within the Development Services Department.

REVENUES

The Facilities Maintenance Fund is an internal service fund that receives the majority of its operating revenues through transfers from other funds. Assessments to each fund are determined by the previous year's use of these services.

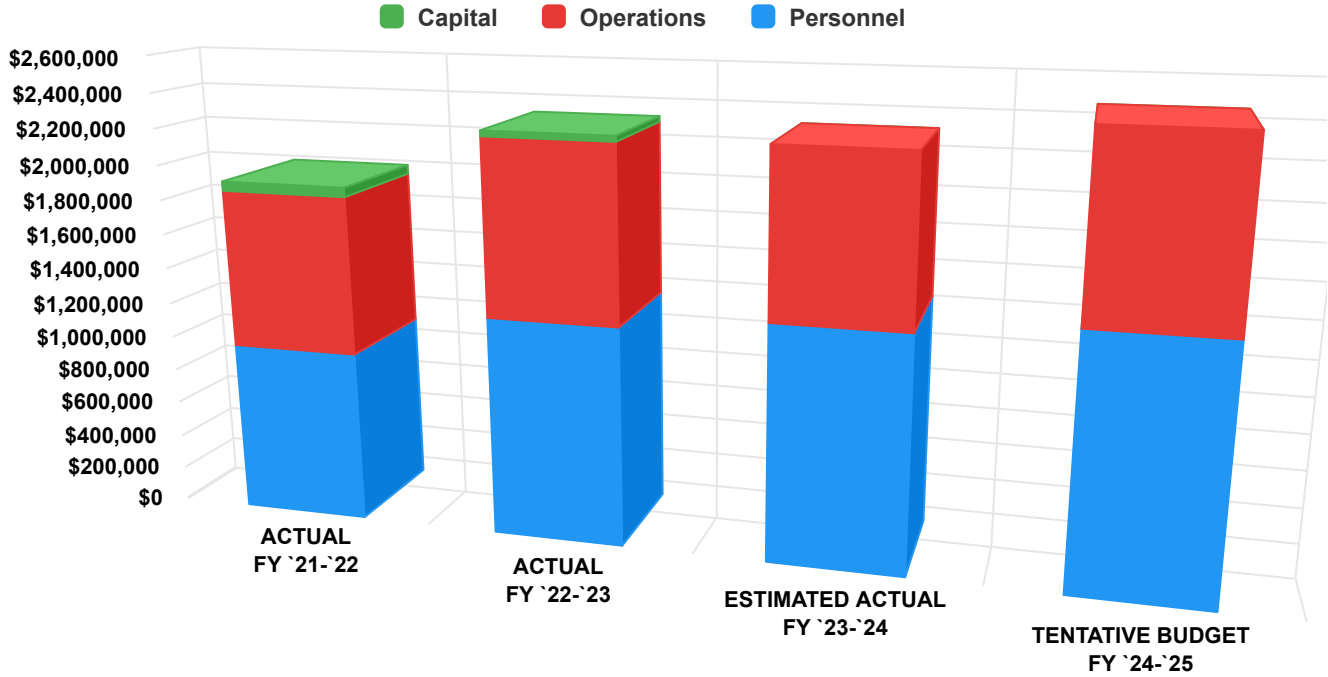
REVENUE DESCRIPTION	ACTUAL	ACTUAL	ESTIMATED	TENTATIVE
	FY '21-'22	FY '22-'23	ACTUAL FY '23-'24	BUDGET FY '24-'25
<u>Charges to Departments</u>				
City Manager's Office	\$ -	\$ -	\$ 85,138	\$ 92,455
Finance	-	-	108,902	118,347
Legal Services	-	-	70,642	75,695
Development Services	-	-	101,687	118,501
Police Department	-	-	102,620	121,345
Fire Department	-	-	71,279	106,406
Public Works	-	-	421,856	439,015
Library	-	-	166,504	192,558
Recreation	-	-	396,372	435,678
Charges to Departments - Total	1,700,000	1,880,000	2,250,000	2,410,000
Contributions from Other Funds	-	275,000	75,000	-
FUND TOTALS	\$ 1,700,000	\$ 2,155,000	\$ 2,325,000	\$ 2,410,000

EXHIBIT "A"

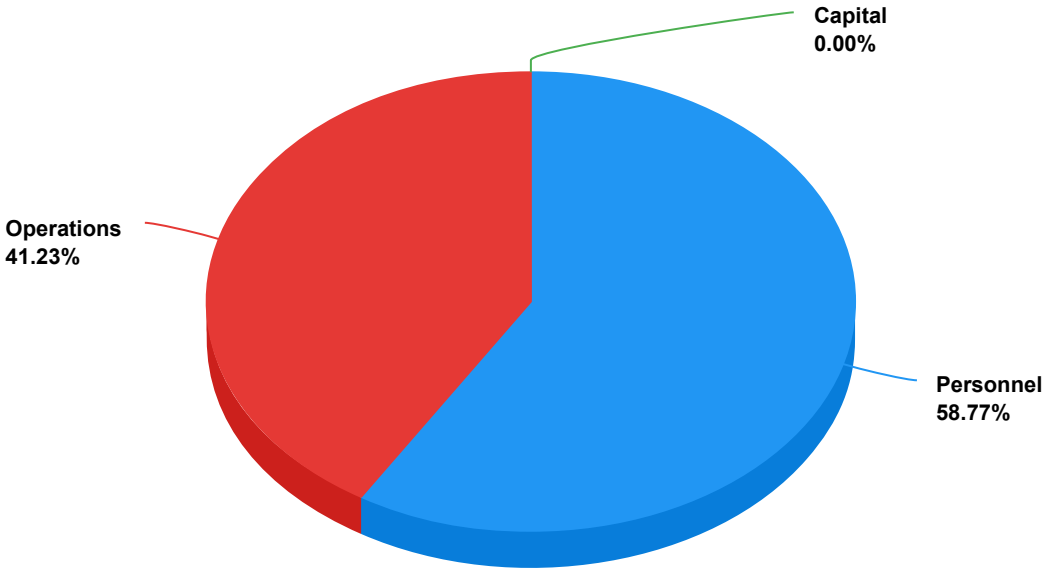
EXHIBIT "B"

EXHIBIT "C"

FACILITIES MAINTENANCE FUND
EXPENDITURES COMPARISON BY FISCAL YEAR



EXPENDITURES BY CATEGORY (FY '24-'25)



FACILITIES MAINTENANCE FUND

EXPENDITURE SUMMARY

EXPENDITURE CATEGORY	ACTUAL FY `21-`22	ACTUAL FY `22-`23	ESTIMATED ACTUAL FY `23-`24	TENTATIVE BUDGET FY `24-`25	# OF EMP. *
Personnel					
Salaries & Wages	\$ 439,107	\$ 493,613	\$ 525,259	\$ 599,857	10
Salaries & Wages - Temp/Overtime	315,708	\$ 387,965	453,864	480,000	
Fringe Benefits	227,757	\$ 367,140	351,044	336,617	
	982,573	1,248,719	1,330,167	1,416,474	
Operations					
Employee Development	1,170	\$ 901	700	700	
Supplies	109,226	\$ 98,319	67,755	70,000	
Equipment	12,507	\$ 11,362	12,950	12,950	
Fuel	8,397	\$ 6,517	8,000	8,000	
Utilities	448,272	\$ 543,600	465,000	530,000	
Maintenance & Repair	297,058	\$ 304,037	308,922	296,729	
Other Expenditures	16,484	\$ 24,001	61,916	75,147	
	893,113	988,737	925,243	993,526	
Capital					
Misc. Projects	53,413	\$ 25,716	-	-	
	53,413	25,716	-	-	
TOTAL FLEET MAINTENANCE FUND					
Personnel	\$ 982,573	\$ 1,248,719	\$ 1,330,167	\$ 1,416,474	10
Operations	893,113	988,737	925,243	993,526	
Capital	53,413	25,716	-	-	
TOTALS	<u>\$ 1,929,098</u>	<u>\$ 2,263,171</u>	<u>\$ 2,255,410</u>	<u>\$ 2,410,000</u>	

* Number of benefitted employees

EXHIBIT "A"

EXHIBIT "B"

EXHIBIT "C"

PERSONNEL SUMMARY

DIVISION	HOURLY PAY RATES		FULL-TIME EQUIVALENT		
	MINIMUM	MAXIMUM	ACTUAL	ESTIMATED	TENTATIVE
			FY `22-`23	FY `23-`24	BUDGET FY `24-`25
<u>Facilities</u>					
Full-time:					
Building Maintenance Division Manager	\$37.88	\$56.82	1.00	1.00	1.00
Building Maintenance Supervisor	\$30.74	\$38.94	2.00	2.00	2.00
Facilities Maintenance Technician	\$21.99	\$24.03	2.00	2.00	2.00
Custodial Supervisor	\$20.42	\$25.86	4.00	4.00	4.00
Custodian	\$18.50	\$20.22	1.00	1.00	1.00
			10.00	10.00	10.00
Variable-hour/Seasonal:					
Custodian	\$8.48	\$12.72	8.50	8.50	8.50
Service Worker	\$8.48	\$12.72	2.25	2.25	2.25
			10.75	10.75	10.75
<u>TOTAL FACILITIES MAINTENANCE FUND</u>					
Full-time			10.00	10.00	10.00
Variable Hour/Seasonal			10.75	10.75	10.75
TOTAL FULL-TIME EQUIVALENTS (FTE)			20.75	20.75	20.75

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Orem Foundation Trust Fund

OREM FOUNDATION TRUST FUND

OVERVIEW

The Orem Foundation Trust Fund was created to manage donations received through the Orem Community Foundation, which is a 501(c)3 non-profit charitable organization established to support and enhance services and programs provided by the City of Orem for the safety, health, prosperity, education, well-being and order of Orem's residents, and to lessen the burdens of local government. These services and programs include:

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

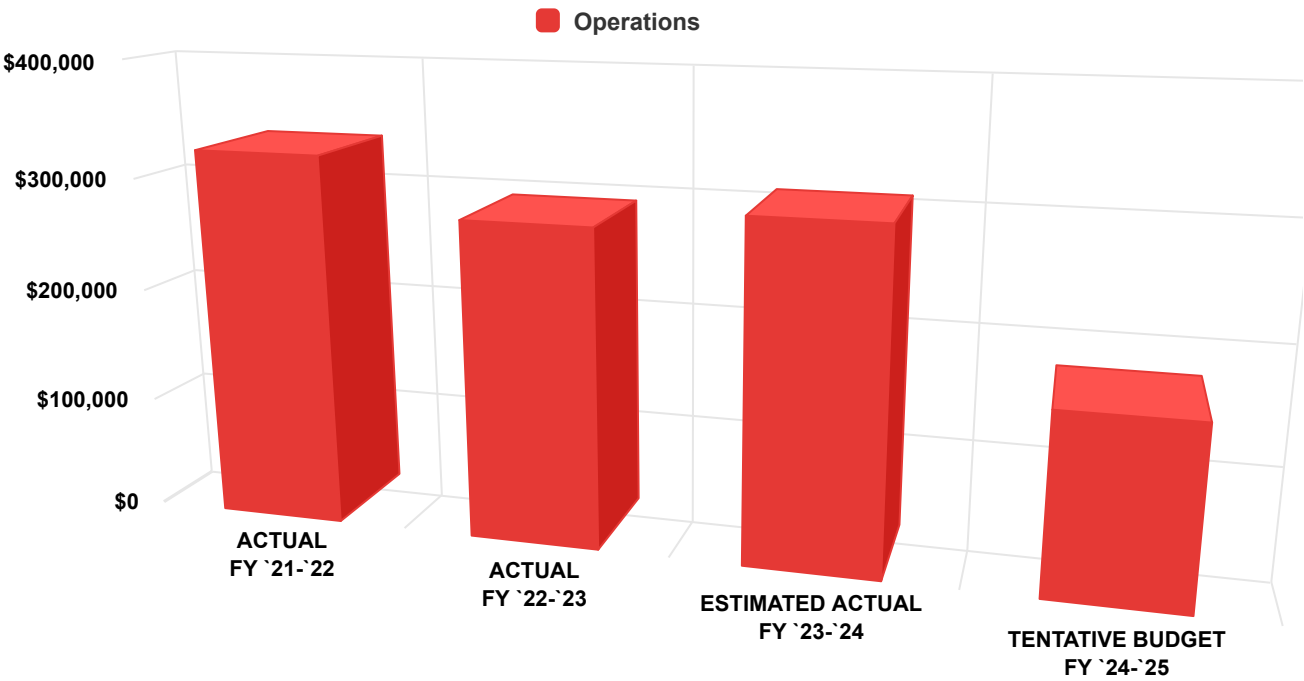
Administration services for the fund are under the direction of the Management Services Department.

REVENUES

The Orem Foundation Trust Fund receives revenues by soliciting and encouraging donations to the City for services and programs.

REVENUE DESCRIPTION	ACTUAL		ESTIMATED	TENTATIVE
	FY '21-'22	FY '22-'23	ACTUAL FY '23-'24	BUDGET FY '24-'25
Donations - Orem City	\$ 15,842	\$ 5,292	\$ 26,738	\$ 2,000
Donations - Orem Library	-	176	-	-
Donations - Library Hall / Fitness Center	67,000	67,000	67,000	67,000
Donations - Civic Auditorium - Ashton	200,000	200,000	200,000	50,000
Oremfest - Sponsorship/Donations	-	-	-	37,951
FUND TOTALS	\$ 282,842	\$ 272,468	\$ 293,738	\$ 156,951

OREM FOUNDATION TRUST FUND
EXPENDITURES COMPARISON BY FISCAL YEAR



EXPENDITURES SUMMARY

EXPENDITURE CATEGORY	ACTUAL FY '21-'22	ACTUAL FY '22-'23	ESTIMATED ACTUAL FY '23-'24	TENTATIVE BUDGET FY '24-'25
Operations				
Transfer - City of Orem	\$ 8,942	\$ 12,000	\$ 26,738	\$ 2,000
Transfer - City of Orem - Oremfest	1,180	-	-	37,951
Transfer - CIP Fund	250,000	200,000	200,000	50,000
Transfer - Recreation Fund	67,000	67,000	67,000	67,000
	327,122	279,000	293,738	156,951
TOTAL OREM FOUNDATION TRUST FUND				
Personnel	\$ -	\$ -	\$ -	\$ -
Operations	327,122	279,000	293,738	156,951
Capital	-	-	-	-
TOTALS	\$ 327,122	\$ 279,000	\$ 293,738	\$ 156,951

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Community & Neighborhood Services Fund

COMMUNITY & NEIGHBORHOOD SERVICES (CNS) FUND

OVERVIEW

The Community Development Trust Fund, which is managed by the City Manager’s Office, is used to account for support of local private, non-profit service organizations and various community projects to benefit low and moderate income (LMI) citizens.

Projects include qualified home rehabilitations, sidewalk and utility repairs in qualifying neighborhoods, economic development, neighborhood preservation enforcement, and many other beneficial programs. Funds used for service organizations are limited to fifteen percent (15%) by the federal government.

REVENUES

The CNS Fund is funded by federal grants and program revenues. Federal grants are primarily from the Department of Housing and Urban Development (HUD).

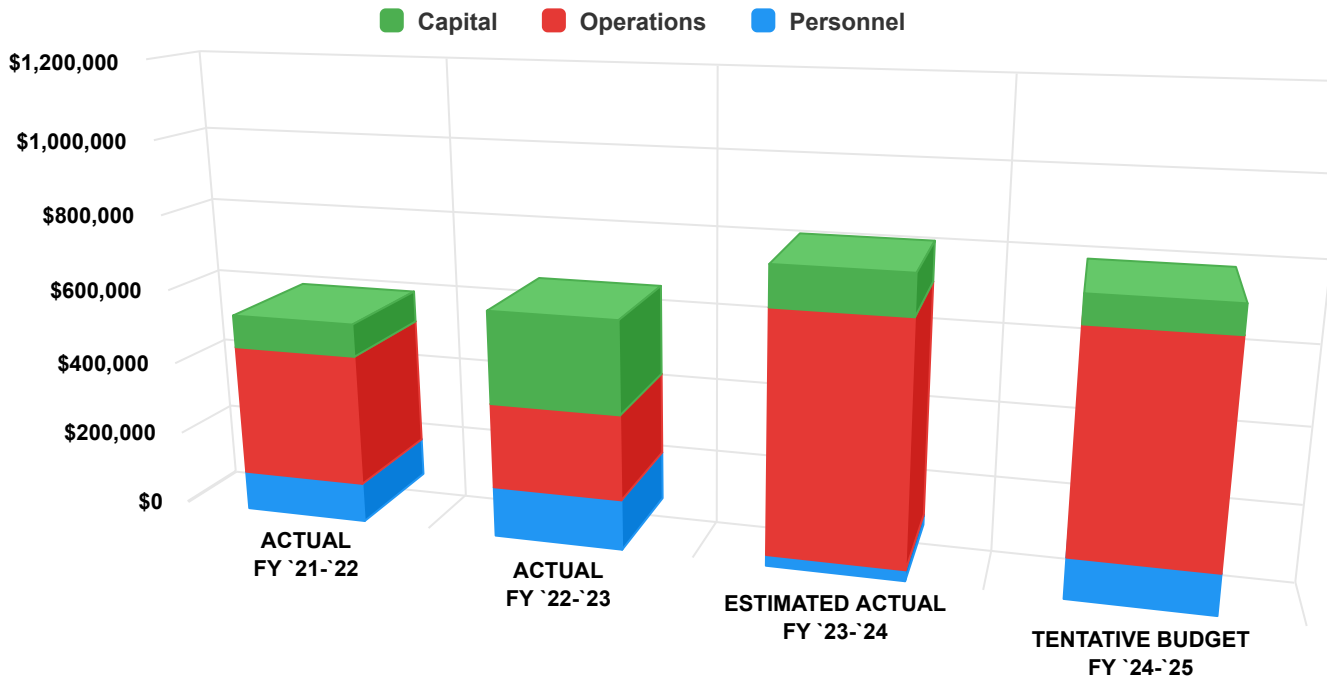
REVENUE DESCRIPTION	ACTUAL		ESTIMATED		TENTATIVE
	FY `21-`22	FY `22-`23	ACTUAL FY `23-`24		BUDGET FY `24-`25
Grant - Community Development	\$ 520,022	\$ 724,851	\$ 632,646	\$	632,646
Revolving Loan Funds - Loan Payments	59,023	20,899	110,000		110,000
Interest Earnings	(3,109)	2,106	-		-
FUND TOTALS	<u>\$ 575,936</u>	<u>\$ 747,856</u>	<u>\$ 742,646</u>	<u>\$</u>	<u>742,646</u>

EXHIBIT "A"

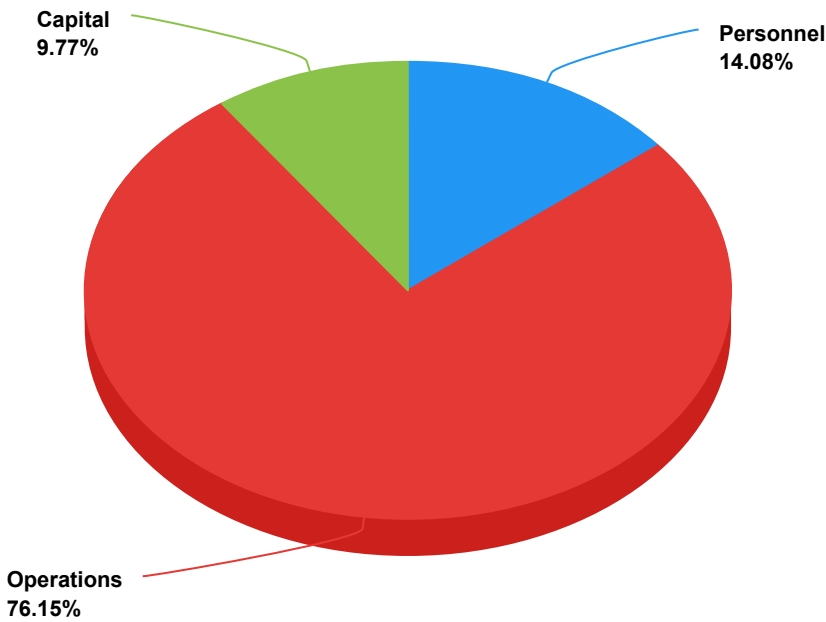
EXHIBIT "B"

EXHIBIT "C"

COMMUNITY & NEIGHBORHOOD SERVICES (CNS) FUND
EXPENDITURES COMPARISON BY FISCAL YEAR



EXPENDITURES BY CATEGORY (FY '24-'25)



COMMUNITY AND NEIGHBORHOOD SERVICES (CNS) FUND

EXPENDITURES SUMMARY

DIVISION	ACTUAL		ESTIMATED	TENTATIVE	# OF EMP. *
	FY `21-`22	FY `22-`23	FY `23-`24	BUDGET FY `24-`25	
<u>CNS Administration/Operations</u>					
Personnel	\$ 106,839	\$ 134,376	\$ 27,000	\$ 104,571	1
Operations	168,126	76,265	246,726	\$ 269,582	
Capital	-	-	-	-	
	274,965	210,641	273,726	374,153	
<u>CNS Projects</u>					
Personnel	-	-	-	-	0
Operations	181,554	151,230	388,611	215,965	
Capital	85,458	240,934	106,381	72,528	
	267,012	392,164	494,992	288,493	
<u>CDBG/EDA RLF Loans</u>					
Personnel	-	-	-	-	0
Operations	-	-	-	80,000	
Capital	-	-	-	-	
	-	-	-	80,000	
<u>TOTAL CNS FUND</u>					
Personnel	\$ 106,839	\$ 134,376	\$ 27,000	\$ 104,571	1
Operations	349,680	227,495	635,337	565,547	
Capital	85,458	240,934	106,381	72,528	
TOTALS	\$ 541,977	\$ 602,805	\$ 768,718	\$ 742,646	

* Number of benefitted employees

PERSONNEL SUMMARY

DIVISION	PAY GRADE	HOURLY PAY RATES MINIMUMMAXIMUM		FULL-TIME EQUIVALENT		
				ACTUAL	ESTIMATED	TENTATIVE
				FY `22-`23	FY `23-`24	BUDGET FY `24-`25
<u>Community & Neighborhood Services</u>						
Full-time:						
Neighborhood Improvement Team Manager	Traditional	\$31.66	\$64.60	1.00	1.00	1.00
TOTAL FULL-TIME EQUIVALENTS (FTE)				1.00	1.00	1.00

EXHIBIT "A"

EXHIBIT "B"

EXHIBIT "C"



Senior Citizens Fund

SENIOR CITIZENS FUND

OVERVIEW

The Senior Citizens Fund is used to account for the activities of the Senior Citizens Friendship Center and its associated senior citizen patron activities.

Events in years past included Octoberfest and an Electric Scooter Rodeo. Classes have included Leatherworking, Tai Chi, Fall Prevention, Folk Dancing & Mixed Media Art.

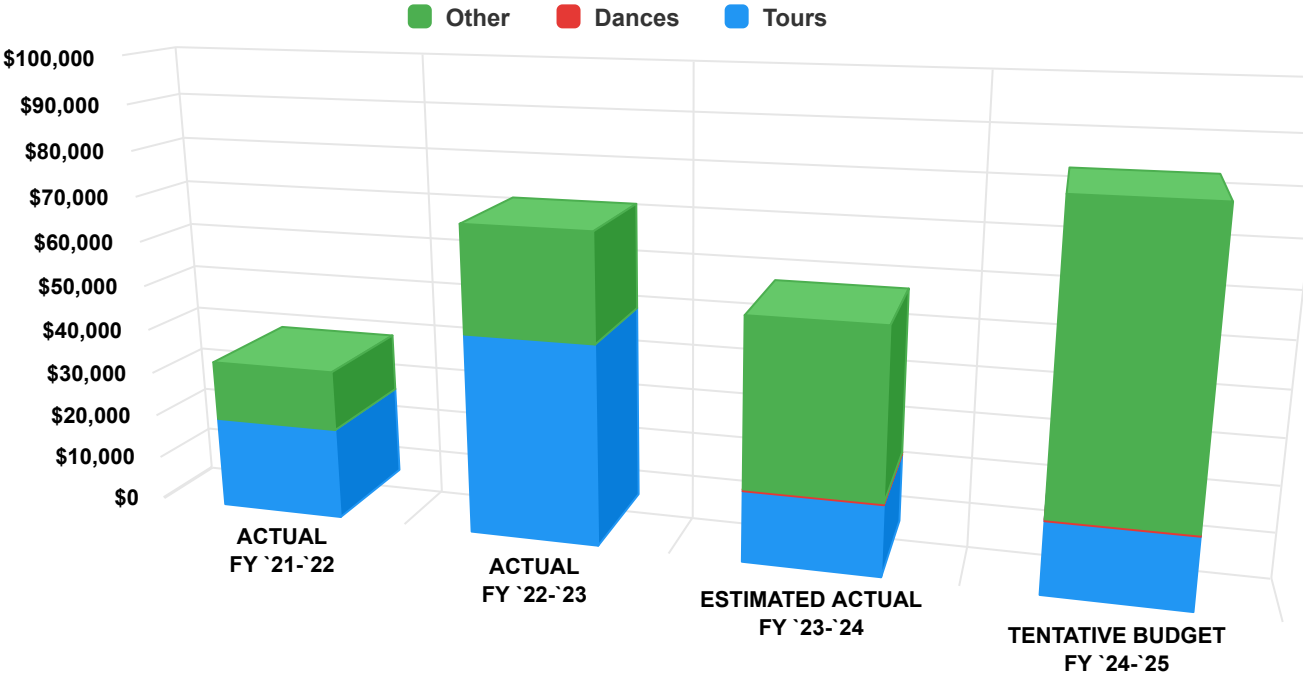
The services provided by the fund are under the direction of the Recreation Department.

REVENUES

The Senior Citizens Fund receives revenues from fees for dances, trips, tours, classes and various other activities. They also receive donations for various purposes. A major donor each year is the Eldred Sunset Manor Foundation.

REVENUE DESCRIPTION	ACTUAL		ESTIMATED	TENTATIVE
	FY `21-`22	FY `22-`23	ACTUAL FY `23-`24	BUDGET FY `24-`25
Interest Earnings	\$ 1,691	\$ 11,901	\$ 15,000	\$ 6,000
Misc Revenues - Coffee	315	84	250	250
Misc Revenues - Vending	103	-	100	100
Misc Revenues - Tours	25,294	40,838	10,000	10,000
Misc Revenues - Donations	967	13,826	15,000	12,000
Misc Revenues - Quilting	491	455	500	500
Misc Revenues - Gift Shop	165	590	500	500
Misc Revenues - Membership Dues	7,673	7,622	5,000	5,000
Misc Revenues - Dances	-	15	500	500
Misc Revenues - Classes	5,214	855	1,000	1,000
Misc Revenues - Woodshop	1,164	1,508	1,000	1,000
Misc Revenues - Monday Meals	1,155	36,071	10,000	43,000
FUND TOTALS	\$ 44,233	\$ 113,765	\$ 58,850	\$ 79,850

SENIOR CITIZENS FUND
EXPENDITURES COMPARISON BY FISCAL YEAR



EXPENDITURES SUMMARY

EXPENDITURE CATEGORY	ACTUAL FY '21-'22	ACTUAL FY '22-'23	ESTIMATED ACTUAL FY '23-'24	TENTATIVE BUDGET FY '24-'25
Operations				
Tours	\$ 20,286	\$ 44,433	\$ 15,650	\$ 15,650
Dances	-	-	500	500
Other	13,372	23,430	36,526	63,700
	33,657	67,863	52,676	79,850
TOTAL SENIOR CITIZENS FUND				
Personnel	\$ -	\$ -	\$ -	\$ -
Operations	33,657	67,863	52,676	79,850
Capital	-	-	-	-
TOTALS	\$ 33,657	\$ 67,863	\$ 52,676	\$ 79,850

SENIOR CITIZENS FUND

Orem Senior Friendship Center Grammy Awards Show

WE PUT THE BLING IN THE GOLDEN YEARS!

Active Members - Over 2,500

Average Daily Attendance - 400

Meals Served – Over 18,000

Hours Volunteered – Over 18,000

Trips, Activities, Events, & Classes

Bingo, Grammy Awards Show, Tuacahn, Fillmore Arts Festival, BYU & Covey Center Productions, Utah County Fair, Yoga Classes, Elder Quest Classes, Free Tax Services, various presentations (Senior Fraud, Alzheimer's, Marquetry) & more.



Enterprise Fund Transfers

ENTERPRISE FUND TRANSFERS

OVERVIEW

This section of the FY 2023-2024 Tentative Budget outlines and summarizes the transfers of money from the City's enterprise funds to other funds as required under Utah Municipal Code 10-6-135.5(3)(b).

The City of Orem's enterprise funds consist of the following:

- Water Fund
- Water Reclamation Fund
- Storm Water Fund
- Recreation Fund
- Solid Waste Fund
- Special Service Lighting District of the City of Orem (*separately issued budget*)

TRANSFERS

The enterprise fund transfers that are not classified as an allocation of costs between funds, are not associated with costs pertaining to the purpose for which the enterprise fund was created, and will not be repaid are listed in the table below.

TRANSFER FROM	TRANSFER TO	% OF TOTAL	
		TRANSFER AMOUNT	ENTERPRISE FUND EXPENDITURES
Water Fund	General Fund	\$ 900,000	4.6%
Water Reclamation Fund	General Fund	\$ 16,000	0.1%
Storm Water Fund	General Fund	\$ 141,000	2.2%
Special Service Lighting District of the City of Orem	General Fund	\$ 15,000	1.2%



Capital Improvements Summary

CAPITAL IMPROVEMENTS SUMMARY

FUND	PROJECTED FY `25-`26	PROJECTED FY `26-`27	PROJECTED FY `27-`28	PROJECTED FY `28-`29
GENERAL FUND				
<u>Vehicles & Equipment</u>				
Police - Patrol	\$ 606,000	\$ 506,000	\$ 600,000	\$ 800,000
Police - Investigations	-	132,000	-	-
Police - Other	46,000	44,000	75,000	90,000
Fire - Trucks/Engines	-	-	-	-
Fire - Ambulances & Other	280,000	-	-	-
Fire - SCBA & Stretchers Replacement	-	-	-	-
Fire - Cardiac Monitors Replacement	-	-	-	-
Fire - Other Equipment	51,000	52,000	52,000	55,000
Parks & Cemetery	372,000	342,000	300,000	450,000
Neighborhood Improvement Team	50,000	-	22,500	-
Finance - Motor Pool	40,000	38,000	-	75,000
Development Services	35,000	71,000	71,000	-
Subtotal - Vehicles & Equip.	\$ 1,480,000	\$ 1,185,000	\$ 1,120,500	\$ 1,470,000
<u>Improvements</u>				
Facilities - Undetermined	\$ 75,000	\$ 75,000	\$ 75,000	\$ 75,000
Police - MCTF Equipment	10,000	10,000	10,000	10,000
Streets Projects	265,000	270,000	275,000	275,000
Parks - Restroom Renovations	20,000	20,000	20,000	20,000
Parks - Playground Equipment	40,000	40,000	40,000	40,000
Cemetery - Veterans Memorial	5,000	5,000	5,000	5,000
Library - Furniture	15,000	15,000	15,000	15,000
Subtotal - Improvements	\$ 430,000	\$ 435,000	\$ 440,000	\$ 440,000
TOTAL - GENERAL FUND	\$ 1,910,000	\$ 1,620,000	\$ 1,560,500	\$ 1,910,000
ROAD FUND				
<u>Vehicles & Equipment</u>				
Vehicles/Equip. Replacement	64,000	64,000	64,000	64,000
Subtotal - Vehicles & Equip.	\$ 64,000	\$ 64,000	\$ 64,000	\$ 64,000
<u>Improvements</u>				

EXHIBIT "A"

EXHIBIT "B"

EXHIBIT "C"

EXHIBIT "A"

Street Overlay/Reconstruction	\$	1,000,000	\$	1,000,000	\$	1,000,000	\$	1,000,000
Street Striping		105,000		105,000		105,000		105,000
Street Sealing		350,000		350,000		350,000		350,000
Slurry Seals		450,000		450,000		450,000		450,000
Micro-Surfacing		725,000		725,000		725,000		725,000
Miscellaneous Projects		64,000		64,000		64,000		64,000
Subtotal - Improvements	\$	2,694,000	\$	2,694,000	\$	2,694,000	\$	2,694,000
TOTAL - ROAD FUND	\$	2,758,000	\$	2,758,000	\$	2,758,000	\$	2,758,000

CARE TAX FUND

Improvements

Recreational Facility Projects	\$	1,320,000	\$	1,345,000	\$	1,370,000	\$	1,370,000
Other Recreation Projects		50,000		50,000		50,000		50,000
Subtotal - Improvements	\$	1,370,000	\$	1,395,000	\$	1,420,000	\$	1,420,000
TOTAL - CARE TAX FUND	\$	1,370,000	\$	1,395,000	\$	1,420,000	\$	1,420,000

EXHIBIT "B"

EXHIBIT "C"

CAPITAL IMPROVEMENTS SUMMARY

FUND	PROJECTED FY `25-`26	PROJECTED FY `26-`27	PROJECTED FY `27-`28	PROJECTED FY `28-`29
TRANSPORTATION SALES TAX FUND				
<u>Vehicles, Equipment, & Other</u>				
Equipment	\$ 5,000	\$ 5,000	\$ 5,000	\$ 5,000
Subtotal - Vehicles & Equip.	\$ 5,000	\$ 5,000	\$ 5,000	\$ 5,000
<u>Improvements</u>				
Street Overlay / Reconstruction	\$ 940,000	\$ 940,000	\$ 940,000	\$ 940,000
Sidewalk Projects	425,000	425,000	425,000	425,000
Miscellaneous Projects	300,000	300,000	300,000	300,000
Subtotal - Improvements	\$ 1,665,000	\$ 1,665,000	\$ 1,665,000	\$ 1,665,000
TOTAL - TRANSPORTATION SALES TAX FUND	\$ 1,670,000	\$ 1,670,000	\$ 1,670,000	\$ 1,670,000
FIRE/EMS IMPACT FEE FUND				
<u>Improvements</u>				
Impact Fee Projects	\$ 110,000	\$ 120,000	\$ 130,000	\$ 140,000
TOTAL - FIRE/EMS I.F. FUND	\$ 110,000	\$ 120,000	\$ 130,000	\$ 140,000
POLICE IMPACT FEE FUND				
<u>Improvements</u>				
Impact Fee Projects	\$ 95,000	\$ 100,000	\$ 105,000	\$ 110,000
TOTAL - POLICE IF FUND	\$ 95,000	\$ 100,000	\$ 105,000	\$ 110,000
STREETS IMPACT FEE FUND				
<u>Improvements</u>				
Impact Fee Projects	\$ 260,000	\$ 270,000	\$ 280,000	\$ 290,000
TOTAL - STREETS IF FUND	\$ 260,000	\$ 270,000	\$ 280,000	\$ 290,000
PARKS IMPACT FEE FUND				
<u>Improvements</u>				
Impact Fee Projects	\$ 625,000	\$ 650,000	\$ 675,000	\$ 700,000
TOTAL - PARKS IF FUND	\$ 625,000	\$ 650,000	\$ 675,000	\$ 700,000
CIP FUND				
<u>Vehicles, Equipment & Other</u>				
ITS Equipment	\$ 15,000	\$ 15,000	\$ 10,000	\$ 10,000
Other	25,000	25,000	25,000	25,000
Subtotal - Vehicles & Equip.	\$ 40,000	\$ 40,000	\$ 35,000	\$ 35,000

EXHIBIT "A"

EXHIBIT "B"

EXHIBIT "C"

CAPITAL IMPROVEMENTS SUMMARY

FUND	PROJECTED FY `25-`26	PROJECTED FY `26-`27	PROJECTED FY `27-`28	PROJECTED FY `28-`29
CIP FUND (continued)				
Improvements				
MAG Funded Projects	\$ 451,000	\$ 525,000	\$ 575,000	\$ 425,000
Fire Station Improvements	15,000	-	-	-
Senior Center Building	-	-	50,000	50,000
Public Safety Building	43,000	2,123,000	3,000,000	3,000,000
Cherryhill Park	218,000	-	-	-
City Center Park	360,000	1,053,000	-	-
Lakeside Sports Park	11,000	-	-	-
Springwater Park	9,000	196,000	-	-
Windsor Park	569,000	-	-	-
Hillcrest Park	-	202,000	-	-
Parking Lot Improvements	\$ 75,000	\$ 75,000	\$ 75,000	\$ 75,000
Building Improvements - Misc.	28,000	25,000	25,000	25,000
Subtotal - Improvements	\$ 1,779,000	\$ 4,199,000	\$ 3,725,000	\$ 3,575,000
TOTAL - CIP FUND	\$ 1,779,000	\$ 4,199,000	\$ 3,725,000	\$ 3,575,000
WATER FUND				
Vehicles & Equipment				
Pickup Trucks	\$ 35,000	\$ -	\$ 182,000	\$ 120,000
Dump Trucks	180,000	185,000	140,000	100,000
Backhoes	33,000	33,000	33,000	33,000
Trailers	150,000	75,000	-	-
Vehicles/Equip. Replacement	120,000	-	15,000	-
Subtotal - Vehicles & Equip.	\$ 518,000	\$ 293,000	\$ 370,000	\$ 253,000
Improvements				
Waterline Replacements - 4"	\$ 705,000	\$ 725,000	\$ 750,000	\$ 900,000
Impact Fee Projects	500,000	500,000	500,000	500,000
Water Improvements - Misc.	\$ 2,950,000	\$ 3,250,000	\$ 3,750,000	\$ 4,000,000
Facility Improvements	15,000	15,000	15,000	15,000
Subtotal - Improvements	\$ 4,170,000	\$ 4,490,000	\$ 5,015,000	\$ 5,415,000
TOTAL - WATER FUND	\$ 4,688,000	\$ 4,783,000	\$ 5,385,000	\$ 5,668,000

CAPITAL IMPROVEMENTS SUMMARY

FUND	PROJECTED FY `25-`26	PROJECTED FY `26-`27	PROJECTED FY `27-`28	PROJECTED FY `28-`29
WATER RECLAMATION FUND				
<u>Vehicles & Equipment</u>				
Pickup Trucks & Cargo Vans	\$ 88,000	\$ 90,000	\$ 57,000	\$ 125,000
Backhoes & Dump Trucks	11,000	111,000	86,000	22,000
Jet Vac Trucks	150,000	200,000	175,000	200,000
Vehicles/Equip. Replacement	105,000	-	7,500	24,000
Subtotal - Vehicles & Equip.	\$ 354,000	\$ 401,000	\$ 325,500	\$ 371,000
<u>Improvements</u>				
Routine Maintenance Elimination	\$ 602,914	\$ 621,001	\$ 639,631	\$ 799,845
Sewer Line Upsizing	-	-	-	750,000
Impact Fee Projects	175,000	175,000	175,000	175,000
OWRF Components	\$ 3,111,693	\$ 3,258,653	\$ 4,098,130	\$ 4,508,952
Miscellaneous Projects	\$ 123,806	\$ 127,520	\$ 135,900	\$ 142,250
Subtotal - Improvements	\$ 4,013,413	\$ 4,182,174	\$ 5,048,661	\$ 6,376,047
TOTAL - WATER REC FUND	\$ 4,367,413	\$ 4,583,174	\$ 5,374,161	\$ 6,747,047
STORM WATER FUND				
<u>Vehicles & Equipment</u>				
Pickup & Dump Trucks	\$ 108,000	\$ 157,000	\$ -	\$ 120,000
Street Sweepers	200,000	200,000	-	-
Riding Mowers	18,000	19,000	20,000	20,000
Jet Vac Trucks	170,000	145,000	150,000	150,000
Vehicles/Equip. Replacement	42,000	71,000	57,500	150,000
Subtotal - Vehicles & Equip.	\$ 538,000	\$ 592,000	\$ 227,500	\$ 440,000

EXHIBIT "A"

EXHIBIT "B"

EXHIBIT "C"

CAPITAL IMPROVEMENTS SUMMARY

FUND	PROJECTED FY `25-`26	PROJECTED FY `26-`27	PROJECTED FY `27-`28	PROJECTED FY `28-`29
STORM WATER FUND (continued)				
<u>Improvements</u>				
Impact Fee Projects	\$ 75,000	\$ 75,000	\$ 75,000	\$ 75,000
S. Water Improvements - Misc.	1,500,000	1,500,000	1,500,000	1,500,000
Subtotal - Improvements	\$ 1,575,000	\$ 1,575,000	\$ 1,575,000	\$ 1,575,000
TOTAL - STORM WATER FUND	\$ 2,113,000	\$ 2,167,000	\$ 1,802,500	\$ 2,015,000
SOLID WASTE FUND				
<u>Improvements</u>				
Take Pride Projects	\$ 200,000	\$ 200,000	\$ 200,000	\$ 200,000
Subtotal - Improvements	\$ 200,000	\$ 200,000	\$ 200,000	\$ 200,000
TOTAL - SOLID WASTE FUND	\$ 200,000	\$ 200,000	\$ 200,000	\$ 200,000
FLEET MAINTENANCE FUND				
<u>Vehicles & Equipment</u>				
Pickup Trucks	\$ -	\$ -	\$ -	\$ -
Miscellaneous Equipment	10,000	15,000	150,000	25,000
Subtotal - Vehicles & Equip.	\$ 10,000	\$ 15,000	\$ 150,000	\$ 25,000
TOTAL - FLEET MAINT. FUND	\$ 10,000	\$ 15,000	\$ 150,000	\$ 25,000
INFORMATION TECHNOLOGY FUND				
<u>Vehicles & Equipment</u>				
Server Replacements	\$ 27,000	\$ 27,000	\$ 27,000	\$ 27,000
Core Network Upgrades	50,000	50,000	50,000	50,000
Wireless Access Points/Install	4,500	4,500	4,500	4,500
Edge Switch Replacements	5,000	5,000	5,000	5,000
VOIP Equipment Replacements	5,000	5,000	5,000	5,000
Disk Storage for Backups - Addtl.	12,000	12,000	12,000	12,000
Fiber Installations	20,000	20,000	20,000	20,000
Miscellaneous Equipment	22,400	22,400	22,400	22,400
Subtotal - Vehicles & Equip.	145,900	145,900	145,900	145,900
TOTAL - IT FUND	\$ 145,900	\$ 145,900	\$ 145,900	\$ 145,900
FACILITIES MAINTENANCE FUND				
<u>Vehicles & Equipment</u>				
Pickup Truck	\$ 45,000	\$ 60,000	\$ 60,000	\$ -
Subtotal - Vehicles & Equip.	\$ 45,000	\$ 60,000	\$ 60,000	\$ -

EXHIBIT "A"

EXHIBIT "B"

EXHIBIT "C"

TOTAL - FACILITIES MAINT. FUND	<u>\$ 45,000</u>	<u>\$ 60,000</u>	<u>\$ 60,000</u>	<u>\$ -</u>
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CAPITAL IMPROVEMENTS SUMMARY

FUND	PROJECTED FY `25-`26	PROJECTED FY `26-`27	PROJECTED FY `27-`28	PROJECTED FY `28-`29
CNS FUND				
Improvements				
CNS Improvement Projects	\$ 200,000	\$ 200,000	\$ 200,000	\$ 200,000
TOTAL - CNS FUND	\$ 200,000	\$ 200,000	\$ 200,000	\$ 200,000
ALL FUNDS				
Vehicles & Equipment				
General Fund	\$ 1,997,000	\$ 1,461,500	\$ 1,165,500	\$ 1,143,000
Road Fund	65,000	64,000	64,000	64,000
Transportation Sales Tax Fund	5,000	5,000	5,000	5,000
CIP Fund	40,000	40,000	35,000	35,000
Water Fund	480,000	253,000	338,000	350,000
Water Reclamation Fund	4,161,669	3,434,693	3,632,153	4,408,130
Storm Water Fund	538,000	592,000	227,500	440,000
Fleet Maintenance Fund	5,000	5,000	15,000	5,000
Information Technology Fund	144,200	147,400	145,900	145,900
Facilities Maintenance Fund	-	45,000	60,000	60,000
Subtotal - Vehicles & Equip.	\$ 7,435,869	\$ 6,047,593	\$ 5,688,053	\$ 6,656,030
Improvements				
General Fund	\$ 430,000	\$ 435,000	\$ 440,000	\$ 460,000
Road Fund	2,694,000	2,694,000	2,694,000	2,700,000
CARE Tax Fund	1,370,000	1,395,000	1,420,000	1,450,000
Transportation Sales Tax Fund	1,665,000	1,665,000	1,665,000	1,700,000
Fire/EMS Impact Fee Fund	120,000	130,000	140,000	140,000
Police Impact Fee Fund	100,000	105,000	110,000	110,000
Streets Impact Fee Fund	270,000	280,000	290,000	290,000
Parks Impact Fee Fund	650,000	675,000	700,000	700,000
CIP Fund	1,834,000	4,060,000	3,536,000	1,900,000
Water Fund	4,155,000	4,475,000	5,000,000	5,400,000
Water Reclamation Fund	4,367,413	4,708,174	5,578,661	6,947,047
Storm Water Fund	1,575,000	1,575,000	1,575,000	1,575,000
Solid Waste Fund	200,000	200,000	200,000	200,000
CNS Fund	200,000	200,000	200,000	200,000
Subtotal - Improvements	\$ 19,630,413	\$ 22,597,174	\$ 23,548,661	\$ 23,772,047
GRAND TOTAL - ALL FUNDS	\$ 27,066,282	\$ 28,644,767	\$ 29,236,714	\$ 30,428,077

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Exhibit “B”

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UTILITIES

UTILITY CONNECTIONS

Fee Description	Adopted Fee	Proposed Fee
After Hours Charge	\$57.00	\$59.00
Application for Special Improvement District (SID)	\$7,500 + Costs	\$7,500 + Costs
Broken Lock & Bracket Fine	\$60.00	\$62.00
Deposit (if required)	3x avg. month's bill	3x avg. month's bill
Field Service/Reconnect (reconnect is two trips/fees)	\$28.00	\$29.00
Illegal Connection Fine	\$250.00	\$259.00
Utility Hook-up Fee	\$28.00	\$29.00

CREDIT CARD CONVENIENCE FEE

Fee Description	Adopted Fee	Proposed Fee
Convenience fee for payment by credit card	\$3.45	\$3.45

WATER RATES

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

Usage Charge by Tier	Adopted Fee	Proposed Fee
Tier 1	\$0.85	\$0.88
Tier 2	\$1.06	\$1.10
Tier 3	\$1.26	\$1.31
Tier 4	\$1.49	\$1.55

Flow Allotment by Meter Size (per 1,000 gallons per month)							
Meter Size	Tier 1		Tier 2		Tier 3		Tier 4
	>	≤	>	≤	>	≤	
¾"	0	11	11	34	34	65	65 +
1"	0	18	18	57	57	109	109 +
1½"	0	37	37	113	113	216	216 +
2"	0	59	59	181	181	346	346 +
3"	0	110	110	340	340	650	650 +
4"	0	220	220	680	680	1,300	1,300 +
6"	0	458	458	1,417	1,417	2,709	2,709 +
8"	0	587	587	1,813	1,813	3,466	3,466 +
10"	0	1,063	1,063	3,287	3,288	6,284	6,284 +

Base Rate By Meter Size	Adopted Fee	Proposed Fee
¾"	\$20.45	\$21.17
1"	\$39.61	\$41.00
1½"	\$111.53	\$115.43
2"	\$183.46	\$189.88
3"	\$279.36	\$289.14
4"	\$471.16	\$487.65
6"	\$1,190.40	\$1,232.06
8"	\$1,589.99	\$1,645.64
10"	\$2,384.99	\$2,468.46
12"	\$2,895.27	\$2,996.60

Water Service Deletion Fee	Adopted Fee	Proposed Fee
¾" and Larger	\$1,550.00	Removed

WATER TAP FEES

Water Meter Size	Adopted Fee	Proposed Fee
¾" to 2"	\$248.00	\$257.00
3" and Larger	\$465.00	\$481.00

WATER CONNECTION FEES

Water Meter Size	Adopted Fee	Proposed Fee
¾"	\$315.00	\$420.00
1"	\$393.00	\$570.00
1½"	\$748.00	\$900.00
2"	\$972.00	\$1,150.00
3"	Market Price + \$613	Market Price + \$634
4"	Market Price + \$613	Market Price + \$634
6"	Market Price + \$613	Market Price + \$634
8"	Market Price + \$613	Market Price + \$634
10"	Market Price + \$613	Market Price + \$634

SEWER RATES

Fee Description	Adopted Fee	Proposed Fee
Monthly, All Uses:		
Rate (charge for one living unit)	\$12.48	\$16.98
Base Rate – Multiple Units:		
Charge for first living unit	\$12.48	\$16.98
Charge for each additional living unit	\$11.48	\$15.98
Volume Charge* (charge for every 1,000 gallons)	\$2.59	\$2.68

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

All non-residential sewer accounts will be billed using a water meter size multiplier using the American Water Works Association (AWWA) guidelines. Account holders for water meter sizes 2" and larger may request an adjustment to the multiplier based on qualifying site-specific criteria.

Water Meter Size	AWWA Multiplier
¾"	1.00
1"	1.67
1½"	3.33
2"	5.33
3"	10.00
4"	20.00
6"	41.67
8"	53.33
10"	96.97

SEWER CONNECTION FEES

Fee Description	Adopted Fee	Proposed Fee
All Sizes	\$32.29	\$33.42

STORM WATER RATES

Fee Description	Adopted Fee	Proposed Fee
Storm Water Fee per Equivalent Service Unit (ESU) - Monthly	\$8.20	\$8.49

SOLID WASTE RATES*

Fee Description	Adopted Fee	Proposed Fee
First Container (cost per month)	\$12.95	\$13.55
Additional Containers (cost per month)	\$11.95	\$12.55
Green Waste Container (cost per month)	\$7.10	\$7.10
Additional Green Waste Container (cost per month)	\$7.10	\$7.10
Multiple Units (cost per month)	\$12.95	\$13.55
Recycling Container (cost per month)	\$4.65	\$4.85
Additional Recycling Container (cost per month)	\$4.65	\$4.85
Combined Fee of First Can and Recycling Can (mandatory for all new accounts)	\$17.60	\$18.40

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

STREET LIGHTS

Fee Description	Adopted Fee	Proposed Fee
Street Lighting Fee (cost per month)		
All businesses, apartments, institutional accounts (i.e. schools, churches, non-profits, etc.)	\$2.61	\$3.16
All residential living units	\$2.61	\$3.16

IMPACT FEES

WATER IMPACT FEES

City Service Area

Meter Size	Meter Type	Equivalency Ratios	Adopted Fee	Proposed Fee
¾"	Displacement	1.00	\$1,603.01	\$1,603.01
1"	Displacement	1.67	\$2,677.02	\$2,677.02
1½"	Displacement	3.33	\$5,338.01	\$5,338.01
2"	Compound	5.33	\$8,544.02	\$8,544.02
3"	Compound	10.00	\$16,030.06	\$16,030.06
4"	Compound	20.00	\$32,060.11	\$32,060.11
6"	Compound	41.67	\$66,797.24	\$66,797.24
8"	Compound	53.3	\$85,440.20	\$85,440.20
10"	Compound	96.67	\$154,962.55	\$154,962.55

City Service Area Non-Standard

City SA Non-Standard Users Impact Fee Formula

Step 1: Identify Estimated Average Annual Demand (Gallons) of Proposed Development

Step 2: Multiply Total Annual Gallons by Impact Fee per Gallon of \$0.0060

Southwest Service Area

Meter Size	Meter Type	Equivalency Ratios	Adopted Fee	Proposed Fee
¾"	Displacement	1.00	\$3,004.07	\$3,004.07
1"	Displacement	1.67	\$5,016.80	\$5,016.80
1½"	Displacement	3.33	\$10,003.57	\$10,003.57
2"	Compound	5.33	\$16,011.71	\$16,011.71
3"	Compound	10.00	\$30,040.74	\$30,040.74
4"	Compound	20.00	\$60,081.47	\$60,081.47
6"	Compound	41.67	\$125,179.75	\$125,179.75
8"	Compound	53.30	\$160,117.13	\$160,117.13
10"	Compound	96.67	\$290,403.80	\$290,403.80

Southwest Service Area Non-Standard

Southwest SA Non-Standard Users Impact Fee Formula

Step 1: Identify Estimated Average Annual Demand (Gallons) of Proposed Development

Step 2: Multiply Total Annual Gallons by Impact Fee per Gallon of \$0.0113

Water Supply Impact Fee (Applicable to both the City Service Area and Southwest Service Area)

Meter Size	Equivalency Ratios	Adopted Fee	Proposed Fee
¾"	1.00	\$2,804.00	\$2,804.00
1"	1.67	\$4,682.00	\$4,682.00
1½"	3.33	\$9,336.00	\$9,336.00
2"	5.33	\$14,944.00	\$14,944.00
3"	10.00	\$28,037.00	\$28,037.00
4"	20.00	\$56,074.00	\$56,074.00
6"	41.67	\$116,830.00	\$116,830.00
8"	53.30	\$149,521.00	\$149,521.00
10"	96.67	\$271,033.00	\$271,033.00

SEWER IMPACT FEES

City Service Area**Residential – City Service Area**

City Service Area	ERU Demand	Adopted Fee	Proposed Fee
Single Family Residential per Unit	1	\$846.90	\$846.90
Multi-Family Residential per Unit*	0.88	\$747.54	\$747.54

*Multi-family ERU equivalency is based on the ratio of persons per multi-family household (see Table 5 of the Orem Parks Impact Fee Analysis).

Non-Standard Formula - City Service Area	Adopted Fee	Proposed Fee
Multiply Number of Fixture Units by Impact Fee per Fixture Unit	\$38.50	\$38.50

Non-Residential – City Service Area

Fixture Type	Drainage Fixture Unit Value as Load Factors	Adopted Impact Fee per Fixture Type	Proposed Impact Fee per Fixture Type
Automatic Clothes Washers, Commercial (footnote a,g)	3	\$115.49	\$115.49
Automatic Clothes Washers, Residential (footnote g)	2	\$76.99	\$76.99
Bathroom Group consists of Water Closet, Lavatory, Bidet and Bathtub or Shower (footnote f)	6	\$230.97	\$230.97
Bathtub - With/Without Overhead Shower or Whirlpool Attachments (footnote b)	2	\$76.99	\$76.99
Bidet	1	\$38.50	\$38.50
Combination Sink and Tray	2	\$76.99	\$76.99
Dental Lavatory	1	\$38.50	\$38.50
Dental Unit of Cuspidor	1	\$38.50	\$38.50
Dishwashing Machine, Domestic (footnote c)	2	\$76.99	\$76.99
Drinking Fountain	0.5	\$19.25	\$19.25
Emergency Floor Drain	0	\$0.00	\$0.00
Standard Floor Drains	2	\$76.99	\$76.99
Kitchen Sink, Domestic	2	\$76.99	\$76.99
Kitchen Sink, Domestic with Food Waste Grinder and/or Dishwasher	2	\$76.99	\$76.99
Laundry Tray (1 & 2 Compartments)	2	\$76.99	\$76.99
Lavatory	1	\$38.50	\$38.50
Shower Compartment, Domestic 5.7 gpm or less	2	\$76.99	\$76.99
Sink	2	\$76.99	\$76.99
Urinal (footnote d)	4	\$153.98	\$153.98
Urinal, 1 Gallon per Flush or Less (footnote d, e)	2	\$76.99	\$76.99
Wash Sink (Circular or Multiple) Each Set of Faucets	2	\$76.99	\$76.99
Water Closet, Flush-o-Meter Tank, Public or Private (footnote e)	4	\$153.98	\$153.98
Water Closet, Private Installation 1.6 gpf (footnote e)	3	\$115.49	\$115.49
Water Closet, Private Installation greater than 1.6 gpf (footnote e)	4	\$153.98	\$153.98
Water Closet, Public Installation 1.6 gpf (footnote e)	6	\$230.97	\$230.97

gpf = gallon per flushing cycle

Footnotes:

a. For traps larger than 3 inches, use Table Uniform Plumbing Code Table 709.2.

b. A showerhead over a bathtub or whirlpool tub attachment does not increase the drainage fixture unit value.

Non-Residential – City Service Area (continued)

Fixture Type	Drainage Fixture Unit Value as Load Factors	Adopted Impact Fee per Fixture Type	Proposed Impact Fee per Fixture Type
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c. See Uniform Plumbing Code Sections 709.2 through 709.4 for methods of computing unit value of fixtures not listed in this table or for rating of devices with intermittent flows.

d. Trap size shall be consistent with the fixture outlet size.

e. For the purpose of computing loads on building drains and sewers, water closets and urinals shall not be rated at a lower drainage fixture unit unless the lower values are confirmed by testing.

f. For fixtures added to a dwelling unit bathroom group, add the drainage fixture unit value of those additional fixtures to the bathroom group fixture count.

g. See Uniform Plumbing Code Section 406.3 for sizing requirements for fixture drain, branch drain, and drainage stack for an automatic clothes washer standpipe

Southwest Service Area**Residential – Southwest Service Area**

Southwest Service Area	ERU Demand	Adopted Sewer Impact Fee	Proposed Sewer Impact Fee
Single Family Residential per Unit	1	\$4,876.90	\$4,876.90
Multi-Family Residential per Unit*	0.88	\$4,304.75	\$4,304.75

*Multi-family ERU equivalency is based on the ratio of persons per multi-family household (see Table 5 of the Orem Parks Impact Fee Analysis)

Non-Standard Formula – Southwest Service Area	Adopted Non-Standard	Proposed Non-Standard
Multiply Number of Fixture Units by Impact Fee per Fixture Unit	\$221.68	\$221.68

Non-Residential – Southwest Service Area

Fixture Type	Drainage Fixture Unit Value as Load Factors	Adopted Impact Fee per Fixture Type	Proposed Impact Fee per Fixture Type
Automatic Clothes Washers, Commercial (footnote a,g)	3	\$665.03	\$665.03
Automatic Clothes Washers, Residential (footnote g)	2	\$443.35	\$443.35
Bathroom Group Consisting of Water Closet, Lavatory, Bidet and Bathtub or Shower (footnote f)	6	\$1,330.06	\$1,330.06
Bathtub- With or Without Overhead Shower or Whirlpool Attachments (footnote b)	2	\$443.35	\$443.35
Bidet	1	\$221.68	\$221.68
Combination Sink and Tray	2	\$443.35	\$443.35
Dental Lavatory	1	\$221.68	\$221.68
Dental Unit of Cuspidor	1	\$221.68	\$221.68
Dishwashing Machine, Domestic (footnote c)	2	\$443.35	\$443.35
Drinking Fountain	0.5	\$110.84	\$110.84
Emergency Floor Drain	0	\$0.00	\$0.00
Standard Floor Drains	2	\$443.35	\$443.35
Kitchen Sink, Domestic	2	\$443.35	\$443.35
Kitchen Sink, Domestic with Food Waste Grinder and/or Dishwasher	2	\$443.35	\$443.35
Laundry Tray (1 & 2 Compartments)	2	\$443.35	\$443.35
Lavatory	1	\$221.68	\$221.68
Shower Compartment, Domestic 5.7 gpm or less	2	\$443.35	\$443.35
Sink	2	\$443.35	\$443.35
Urinal (footnote d)	4	\$886.71	\$886.71
Urinal, 1 Gallon per Flush or Less (footnote d, e)	2	\$443.35	\$443.35
Wash Sink (Circular or Multiple) Each Set of Faucets	2	\$443.35	\$443.35

Non-Residential – Southwest Service Area (continued)

Fixture Type	Drainage Fixture Unit Value as Load Factors	Adopted Impact Fee per Fixture Type	Proposed Impact Fee per Fixture Type
Water Closet, Flush-o-Meter Tank, Public or Private (footnote e)	4	\$886.71	\$886.71
Water Closet, Private Installation 1.6 gpf (footnote e)	3	\$665.03	\$665.03
Water Closet, Private Installation greater than 1.6 gpf (footnote e)	4	\$886.71	\$886.71
Water Closet, Public Installation 1.6 gpf (footnote e)	6	\$1,330.06	\$1,330.06

gpf= gallon per flushing cycle

Footnotes:

- For traps larger than 3 inches, use Table Uniform Plumbing Code Table 709.2.
- A showerhead over a bathtub or whirlpool tub attachment does not increase the drainage fixture unit value.
- See Uniform Plumbing Code Sections 709.2 through 709.4 for methods of computing unit value of fixtures not listed in this table or for rating of devices with intermittent flows.
- Trap size shall be consistent with the fixture outlet size.
- For the purpose of computing loads on building drains and sewers, water closets and urinals shall not be rated at a lower drainage fixture unit unless the lower values are confirmed by testing.
- For fixtures added to a dwelling unit bathroom group, add the drainage fixture unit value of those additional fixtures to the bathroom group fixture count.
- See Uniform Plumbing Code Section 406.3 for sizing requirements for fixture drain, branch drain, and drainage stack for an automatic clothes washer standpipe.

STORM WATER IMPACT FEES

Per Acre Fee (charged based on acreage) (Formula: acres x fee per acre shown in table below)

Year	Maximum Fee After Credits – City Service Area	Maximum Fee After Credits – City Service Area	Maximum Fee After Credits – SW Annex Area	Maximum Fee After Credits – SW Annex Area
	Adopted Fee	Proposed Fee	Adopted Fee	Proposed Fee
FY 2025	\$1,941.27	\$2,128.02	\$10,792.99	\$10,979.73

TRANSPORTATION IMPACT FEES (PER DEVELOPMENT UNIT FEE)

ITE Code	ITE Land Use	Unit	*Trip Rate	Pass-by Reduction	Adjusted Trip Rate	Adopted Impact Fee	Proposed Impact Fee
130	Industrial Park 130	1000 Sq. Feet Gross Floor Area	0.85		0.43	\$385.17	\$390.13
140	General Manufacturing	1000 Sq. Feet Gross Floor Area	0.73		0.37	\$330.79	\$335.06
151	Mini-Warehouse	1000 Sq. Feet Gross Floor Area	0.26		0.13	\$117.82	\$119.33
152	Warehouse / Distribution Center	1000 Sq. Feet Gross Floor Area	0.12		0.06	\$54.38	\$55.08
210	Single-Family Detached Housing	Dwelling Unit	1		0.5	\$453.14	\$458.98
220	Multi-Family / Apartment (Greater than 4 units)	Dwelling Unit	0.62		0.31	\$280.95	\$284.57
230	Multi-Family / Condo. Townhouse	Dwelling Unit	0.52		0.26	\$235.63	\$238.67
240	Mobile Home/RV Prk	Occupied Dwelling Unit	0.59		0.3	\$267.35	\$270.80
254	Assisted Living Center	Bed	0.22		0.11	\$99.69	\$100.98
310	Hotel	Room	0.6		0.3	\$271.88	\$275.39
444	Movie Theater < 10 Screens	1000 Sq. Feet Gross Floor Area	3.8		1.9	\$1,721.93	\$1,744.12
445	Movie Theater > 10 Screens	1000 Sq. Feet Gross Floor Area	4.91		2.46	\$2,224.92	\$2,253.59
492	Health/Fitness Club	1000 Sq. Feet Gross Floor Area	3.53		1.77	\$1,599.58	\$1,620.20
520	Elementary School	1000 Sq. Feet Gross Floor Area	1.21		0.61	\$548.30	\$555.37

TRANSPORTATION IMPACT FEES (PER DEVELOPMENT UNIT FEE) (continued)

ITE Code	ITE Land Use	Unit	*Trip Rate	Pass-by Reduction	Adjusted Trip Rate	Adopted Impact Fee	Proposed Impact Fee
522	Middle School / Junior High School	1000 Sq. Feet Gross Floor Area	1.19		0.6	\$539.24	\$546.19
530	High School	1000 Sq. Feet Gross Floor Area	0.97		0.49	\$439.55	\$445.21
534	Private School (K-8)	Students	0.6		0.3	\$271.88	\$275.39
560	Church	1000 Sq. Feet Gross Floor Area	0.55		0.28	\$249.23	\$252.44
565	Day Care Center	1000 Sq. Feet Gross Floor Area	12.34		6.17	\$5,591.75	\$5,663.81
590	Library	1000 Sq. Feet Gross Floor Area	7.3		3.65	\$3,307.92	\$3,350.55
610	Hospital	1000 Sq. Feet Gross Floor Area	0.93		0.47	\$421.42	\$426.85
710	General Office Building	1000 Sq. Feet Gross Floor Area	1.49		0.75	\$675.18	\$683.88
720	Medical-Dental Office Building	1000 Sq. Feet Gross Floor Area	3.57		1.79	\$1,617.71	\$1,638.56
770	Business Park	1000 Sq. Feet Gross Floor Area	1.26		0.63	\$570.96	\$578.31
812	Building Material and Lumber Store	1000 Sq. Feet Gross Floor Area	4.49		2.25	\$2,034.60	\$2,060.82
817	Nursery (Garden Center)	1000 Sq. Feet Gross Floor Area	6.94		3.47	\$3,144.79	\$3,185.32
820	Shopping Center / Strip Mall	1000 Sq. Feet Gross Leasable Area	3.71	34%	1.22	\$1,109.56	\$1,123.86
826	Specialty Retail Center	1000 Sq. Feet Gross Leasable Area	2.71		1.36	\$1,228.01	\$1,243.84
841	Automobile Sales	1000 Sq. Feet Gross Floor Area	5.98		2.99	\$2,709.78	\$2,744.70
848	Tire Store	1000 Sq. Feet Gross Floor Area	4.15	28%	1.49	\$1,353.98	\$1,371.43
850	Supermarket	1000 Sq. Feet Gross Floor Area	9.48	36%	3.03	\$2,749.29	\$2,784.72
851	Convenience Market	1000 Sq. Feet Gross Floor Area	52.41	61%	10.22	\$9,262.14	\$9,381.51
912	Drive-in Bank	1000 Sq. Feet Gross Floor Area	24.3	47%	6.44	\$5,835.99	\$5,911.20
918	Hair Salon	1000 Sq. Feet Gross Floor Area	1.45		0.73	\$657.05	\$665.52
932	Restaurant, Sit-Down (High Turnover)	1000 Sq. Feet Gross Floor Area	9.85	0.44	2.76	\$2,499.52	\$2,531.73
933	Fast Food without Drive-Through Window	1000 Sq. Feet Gross Floor Area	26.15	0.43	7.45	\$6,754.28	\$6,841.33
934	Restaurant with Drive Through Window	1000 Sq. Feet Gross Floor Area	32.65	0.5	8.16	\$7,397.51	\$7,492.85
942	Auto Care Center	1000 Sq. Feet Gross Leasable Area	3.11		1.56	\$1,409.27	\$1,427.43
944	Gasoline/Service Station	Fueling Position	13.87	42%	4.02	\$3,645.33	\$3,692.31
945	Gasoline/Service Station with Convenience Store	1000 Sq. Feet Gross Leasable Area	97.47	0.56	21.44	\$19,433.72	\$19,684.18
947	Self Service Car Wash	Wash Stall	5.54		2.77	\$2,510.40	\$2,542.75
948	Automated Car Wash	1000 Sq. Feet Gross Floor Area	14.12		7.06	\$6,398.34	\$6,480.80

OR, if a cost per trip is used, the maximum cost per trip is shown below (after all bond credits). The cost per trip, by year, is then multiplied by the number of trips per development type and number of units as shown in the following table:

G.O. Bonds – Roadways	Maximum Fee per PM Peak Hour Trip	Maximum Fee per PM Peak Hour Trip
	Adopted Fee	Proposed Fee
FY 2025	\$883.75	\$894.85

PARKS IMPACT FEES

Per Residential Unit:

Year	Maximum Fee per Single-Family Unit	Maximum Fee per Single-Family Unit	Maximum Impact Fee per Multi-Family Unit	Maximum Impact Fee per Multi-Family Unit
	Adopted Fee	Proposed Fee	Adopted Fee	Proposed Fee
FY 2025	\$2,903.80	\$2,906.23	\$2,563.13	\$2,565.27

FIRE IMPACT FEES

Standard:

Fire/EMS	Cost per Call	Calls per Unit	Adopted Impact Fee per Unit
Residential:			
Single Family Residential Unit	\$1,726.00	0.126	\$217.70
Multi-Family Residential Unit	\$1,726.00	0.097	\$168.24
Non Residential:			
General Commercial (per KSq Ft)	\$1,726.00	0.061	\$104.69
Office (per KSq Ft)	\$1,726.00	0.122	\$210.88
Institutional (per KSq Ft)	\$1,726.00	0.043	\$74.11
Commercial Apparatus Fee (KSq Ft Floor Space)*	See Apparatus Fee Table		

*Apparatus Fee is charged to commercial land uses only

Commercial Apparatus:

Non-Residential Land Use	Apparatus Cost per Call	Calls per KSq Ft	Adopted Impact Fee per KSq Ft
General Commercial	\$458.48	0.061	\$27.81

Non-Standard:

Fire/EMS Cost Per Call	Non-Standard Development	Impact Fee Assessed
\$1,726.07	# of Annual Calls Projected to be Created	Non-Standard Impact Fee

POLICE IMPACT FEES

Standard:

Police	Cost per Call	Calls per Unit	Impact Fee per Unit
Residential:			
Single Family Residential Unit	\$99.82	1.209	\$120.69
Multi-Family Residential Unit	\$99.82	1.200	\$119.79
Non Residential:			
General Commercial (per KSq Ft)	\$99.82	0.835	\$83.30
Office (per KSq Ft)	\$99.82	0.563	\$56.24
Institutional (per KSq Ft)	\$99.82	0.720	\$71.86

Non-Standard:

Police Cost Per Call	Non-Standard Development	Impact Fee Assessed
99.82	* # of Annual Calls Projected to be Created	= Non-Standard Impact Fee

CEMETERY FEES

Description	Adopted Fee	Proposed Fee
Burial Lot Fees (Resident):		
Single Lot (upper cemetery)	\$1,365.00	\$1,413.00
Single Lot (lower cemetery)	\$1,710.00	\$1,770.00
½ Lot where available (upper cemetery – Cemetery Sexton picks location)	\$685.00	\$709.00
½ Lot where available (lower cemetery – Cemetery Sexton picks location)	\$855.00	\$885.00
Transfer Fee (within upper or lower cemetery: res. to res., non-res. to non-res., or non-res. to res.)	\$34.00	\$35.25
Transfer Fee (from upper to lower cemetery: res. to res., non-res. to non-res., or non-res. to res.)	\$375.00	\$388.00
Transfer Fee* (from lower to upper cemetery: res. to res., non-res. to non-res., or non-res. to res.)		
*Refunds will not be given for the cost difference of the lower and upper cemetery burial lot fees when transferring from the lower to upper cemetery.	\$34.00	\$35.25
Burial Lot Fees (Non-Resident):		
Single Lot (upper cemetery)	\$1,750.00	\$1,811.00
Single Lot (lower cemetery)	\$2,190.00	\$2,267.00
½ Lot where available (upper cemetery – Cemetery Sexton picks location)	\$875.00	\$906.00
½ Lot where available (lower cemetery – Cemetery Sexton picks location)	\$1,095.00	\$1,134.00
Transfer Fee (within upper cemetery: resident to non-resident)	\$385.00	\$399.00
Transfer Fee (within lower cemetery: resident to non-resident)	\$475.00	\$492.00
Transfer Fee (from upper to lower cemetery: resident to non-resident)	\$825.00	\$854.00
Transfer Fee* (from lower to upper cemetery: resident to non-resident)		
*Refunds will not be given for the cost difference of the lower and upper cemetery burial lot fees when transferring from the lower to upper cemetery.	\$35.00	\$36.25
Interment (Resident):		
Adult or Junior Burial (over 50")	\$685.00	\$709.00
Infant Burial or Cremation with a vault (under 50")	\$455.00	\$471.00
Cremation Burial without a vault	\$340.00	\$352.00
Saturday Burial (in addition to regular interment fee)	\$455.00	\$471.00
Interment (Non-Resident):		
Adult or Junior Burial (over 50")	\$875.00	\$906.00
Infant Burial or Cremation with a vault (under 50")	\$585.00	\$605.00
Cremation Burial without a vault	\$440.00	\$455.00
Saturday Burial (in addition to regular interment fee)	\$585.00	\$606.00
Disinterment (Standard)	\$1,710.00	\$1,770.00
Disinterment (Cremation)	\$570.00	\$590.00
Burial Right Transactions	\$34.00	\$35.25
Overtime (after 4:00 p.m.) (cost per ½ hour)	\$86.00	\$89.00
Headstone Inspection and Setting Fee	\$85.00	\$88.00

EXHIBIT "A"

EXHIBIT "B"

EXHIBIT "C"

CITY MANAGER

CITY CENTER USE*

Fee Description	Tentative Fee	Proposed Fee
Rotunda or Council Chambers: Monday – Friday, 8:00 a.m. to 8:30 p.m.	No Charge	No Charge
Type of Use:	City of Orem committees, City of Orem sponsored committees, PTA & commissions, governmental agencies, political groups (defined as current legislators for the purpose of town hall meetings and neighborhood meetings), and as required by Development Services for proposed developments.	

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

CANDIDATE FOR OFFICE FILING FEES

Fee Description	Adopted Fee	Proposed Fee
Filing Fee – Mayor	\$150.00	\$150.00
Filing Fee – City Council	\$75.00	\$75.00

DEVELOPMENT SERVICES

CREDIT CARD CONVENIENCE FEE

Fee Description	Adopted Fee	Proposed Fee
Convenience Fee for Payment by Credit Card	2.5% of credit card transaction	2.5% of credit card transaction

APPEALS

Fee Description	Adopted Fee	Proposed Fee
Board of Adjustment	\$975.00	\$1,010.00
Board of Appeals	\$809.00	\$840.00
City Council	\$1,324.00	\$1,370.00
Planning Commission	\$1,212.00	\$1,250.00
Special Exception for Multi-Family Dwellings	\$1,574.00	\$1,630.00

DEVELOPMENT REVIEW APPLICATIONS

Fee Description	Adopted Fee	Proposed Fee
Public Noticing	Total cost of noticing paid by applicant	Total cost of noticing paid by applicant
Annexation Request	\$3,734.00	\$3,870.00
City Code Amendment	\$1,396.00	\$1,450.00
Concrete / Masonry Fence	\$426.00	\$440.00
Conditional Use Permits	\$1,367.00	\$1,420.00
Condominium Conversion	\$1,166.00+\$97/unit	\$1,200.00+\$100/unit
Fence Modification / Waiver	\$570.00	\$590.00
General Plan Amendment Request	\$1,201.00	\$1,250.00
Street Vacation	\$1,898.00	\$1,960.00
Subdivision Plats / Site Plans:		
Additional Reviews (2 through 7)	\$623.00/review after 3 reviews	\$650.00/review after 3 reviews
Plat Amendments, Including Lot Line Adjustment (not including recording fees)	\$970.00+\$232.00/lot	\$1,000.00+\$240/lot
PRD – Preliminary	\$2,126.00+\$218.00/lot	\$2,200.00+\$220/lot
PRD – Final	\$1031.00+\$183.00/lot	\$1,070.00+\$190/lot
Residential – Preliminary	\$1,578.00+\$162.00/lot	\$1,630.00+\$170/lot

DEVELOPMENT REVIEW APPLICATIONS (continued)

Fee Description	Adopted Fee	Proposed Fee
Residential – Final (not including recording fees)	\$1,069.00+\$139.00/lot	\$1,110.00+\$140/lot
Site Plans	\$2,194.00	\$2,270.79
Site Plan Administrative Approval	\$733.00	\$758.66
Temporary Site Plan	\$506.00	\$523.71
Day Care	\$215.00	\$222.53
Zoning Ordinance Amendment	\$1,313.00	\$1,358.96
Zoning Ordinance Amendment / New PD Zone	\$4,173.00	\$4,319.06
Sign Posting Fee (cost per request) – Items below are potentially subject to this fee:	\$788.00	\$815.58
Development Review Requests:		
Annexation		
Commercial Adjacent to Residential Zones		
Conditional Use Permit		
Condo Conversions		
General Plan Amendments		
Non-residential in Residential Zones		
Plat Amendments		
Preliminary Plats with Deep Lots		
Rezones		
Site Plans in following zones: PD1, PD4, PD5, PD15, PD16, PD21		
Text Changes in Creating or Amending PD Zones		
Street Vacation		
Facility and Street Naming Application	\$100.00+sign(s) cost	\$100.00+sign(s) cost

IMPROVEMENT BOND – COMMERCIAL & RESIDENTIAL CONTRACT CONSTRUCTION

Fee Description	Adopted Fee	Proposed Fee
All Improvement Bonds – Commercial & Multi-Family	110% of estimated cost as determined by City Engineer	110% of estimated cost as determined by City Engineer
New Single Family :		
Undeveloped Lot	110% of estimated cost as determined by City Engineer	110% of estimated cost as determined by City Engineer
Developed Lot	\$1,000.00	\$1,000.00
Single Family Additions greater than 500 square feet	\$200.00	\$200.00

BUILDING SAFETY PERMITS

Permit/Fee Description	Adopted Fee	Proposed Fee
Building Permits – Total of:		
Valuation calculated using current Building Valuation Tables (BVT) as published by International Code Council (ICC) – Building Fee, Electrical (as applicable), Plumbing (as applicable), & Mechanical (as applicable)	Table 3A, 1997 Uniform Administrative Code(UAC) w/2023 revisions + Table 3B, 1997 UAC + Table 3C, 1997 UAC + Table 3D, 1997 UAC	Table 3A, 1997 Uniform Administrative Code(UAC) w/2023 revisions + Table 3B, 1997 UAC + Table 3C, 1997 UAC + Table 3D, 1997 UAC
Electrical Only Permit	\$40 Base Fee + as applicable from Table 3B, 1997 UAC w/2023 revisions	\$40 Base Fee + as applicable from Table 3B, 1997 UAC w/2023 revisions

BUILDING SAFETY PERMITS (continued)

Permit/Fee Description	Adopted Fee	Proposed Fee
Mechanical Only Permit	\$40 Base Fee + as applicable from Table 3C, 1997 UAC w/2023 revisions	\$40 Base Fee + as applicable from Table 3C, 1997 UAC w/2023 revisions
Plumbing Only Permit	\$40 Base Fee + as applicable from Table 3D, 1997 UAC w/2023 revisions	\$40 Base Fee + as applicable from Table 3D, 1997 UAC w/2023 revisions
Basement Finishes (existing homes)	\$40 Base Fee + 1.5% of valuation from BVT + Table 3B-3D, 1997 UAC w/2023 revisions	\$40 Base Fee + 1.5% of valuation from BVT + Table 3B-3D, 1997 UAC w/2023 revisions
Building Demolition Permit	\$40 Base Fee + as applicable from Table 3A, 1997 UAC w/2023 revisions	\$40 Base Fee + as applicable from Table 3A, 1997 UAC w/2023 revisions
Sign Permits – Valuation as Provided by Applicant	\$40 Base Fee + as applicable from Table 3A, 1997 UAC w/2023 revisions	\$40 Base Fee + as applicable from Table 3A, 1997 UAC w/2023 revisions
Temporary Certificate of Occupancy:		
Commercial	\$375.00 (non-refundable)	\$375.00 (non-refundable)
Residential	\$240.00 (\$100.00 refunded, if completed within 30 days, unless illegally occupied)	\$240.00 (\$100.00 refunded, if completed within 30 days, unless illegally occupied)
Apartment/Condominium:		
When entire building complete & approved - On-site improvements not complete	\$375.00	\$375.00
When only some units completed	\$375.00/building (+\$30.00/unit to be occupied)	\$375.00/building (+\$30.00/unit to be occupied)

BUILDING SAFETY PLAN REVIEW

Fee Description	Adopted Fee	Proposed Fee
Commercial & Residential	The lesser of 65% of the permit fee or the actual cost	The lesser of 65% of the permit fee or the actual cost
Fast Track:		
Commercial and/or Deferred Submittals:		
Single building project – value less than \$5 million	\$754.00 minimum + \$82/hour if over 4 hours	\$780.00 minimum + \$85/hour if over 4 hours
Single building project – value \$5 million to \$15 million	\$969.00 minimum + \$82/hour if over 6 hours	\$1,000.00 minimum + \$85/hour if over 6 hours
Single building project – value greater than \$15 million	\$1,185.00 minimum + \$82/hour if over 8 hours	\$1,225.00 minimum + \$85/hour if over 6 hours
Multi building project	\$754.00 per building minimum + \$82/hour if over 4 hours each	\$780.00 per building minimum + \$85/hour if over 4 hours each
Residential	\$269.00 minimum + \$82/hour if over 2 hours	\$280.00 minimum + \$85/hour if over 2 hours
Plan Review Required by Changes	\$108.00 minimum + \$67.00/hour if over ½ hour	\$110.00 minimum + \$70.00/hour if over ½ hour
Buildings over Four Stories	Third party structural review required – cost	Third party structural review required – cost

BUILDING SAFETY MISCELLANEOUS FEES

Fee Description	Adopted Fee	Proposed Fee
Building without a Permit	Double building permit fee including plumbing, electrical and mechanical	Double building permit fee including plumbing, electrical and mechanical
Investigation Fee	100% UAC Rate	100% UAC Rate
Refunds:		
When Permits Not Issued	100% of permit fee only (City retains plan review fee)	100% of permit fee only (City retains plan review fee)
When Permit Issued But No Work Performed	80% of permit fee only (City retains plan review fee)	80% of permit fee only (City retains plan review fee)
Clear Certificate of Non-compliance	\$110.00	\$110.00
Construction Water		
1-3 Units	\$30.00	\$30.00
4-8 Units	\$60.00	\$60.00
9-19 Units	\$90.00	\$90.00
20-39 Units	\$120.00	\$120.00
40 + units	\$150.00	\$150.00
Rescind Accessory Apartment Approvals	\$50.00	\$50.00

BUILDING SAFETY SPECIAL INSPECTIONS

Fee Description	Adopted Fee	Proposed Fee
Inspections Outside of Normal Working Hours	\$140.00 + \$82.00/hour if over 2 hours	\$145.00 + \$85.00/hour if over 2 hours
Other Inspections	\$67.00 + \$67.00/hour if over 1 hour	\$70.00 + \$70.00/hour if over 1 hour
Accessory Apartment Consultations	\$140.00/\$70.00 eligible to be applied to building permit if application received within 6 months	\$145.00/\$70.00 eligible to be applied to building permit if application received within 6 months
Pre-move Inspections	\$108.00 + IRS mileage if out of City	\$110.00 + IRS mileage if out of City
Required Inspection Call-back for a Re-inspection	\$118.00	\$120.00

ENGINEERING FEES

Fee Description	Adopted Fee	Proposed Fee
Permit Fee	\$87.00	\$90.00
After-hours fee	\$140/Minimum+\$82/hour if over two hours	\$145/Minimum+\$85/hour if over two hours
Working without a permit	Double calculated permit and road cut fees	Double calculated permit and road cut fees
Road Cut Fee**:		
Age of Roadway:		
0-2* years	\$5,000.00 + \$50.00/linear foot	\$5,000.00 + \$50.00/linear foot
2-5 years	\$250.00 + \$25.00/linear foot	\$250.00 + \$25.00/linear foot
5 + years	\$150.00 + \$10.00/linear foot	\$150.00 + \$10.00/linear foot
Road Bore Fees**:		
Age of Roadway:		
0-2* years	\$5,000.00	\$5,000.00
2-5 years	\$250.00	\$250.00
5 + years	\$150.00	\$150.00
Length of Bore:		
0 – 50 feet	\$50.00 + ROW Pothole Fee \$15.00 each	\$50.00 + ROW Pothole Fee \$15.00 each
50 – 300 feet	\$150.00 + ROW Pothole Fee \$15.00 each	\$150.00 + ROW Pothole Fee \$15.00 each
300 feet +	\$300.00 + ROW Pothole Fee \$15.00 each	\$300.00 + ROW Pothole Fee \$15.00 each
Sub Local/Local Street Lane Closure (lane/day/block)	\$100.00	\$100.00
Urban Collector ■ Lane Closure (lane/day/block)	\$250.00	\$250.00
Minor Arterial ■ Lane Closure (lane/day/block)	\$500.00	\$500.00
Principal Arterial ■ Lane Closure (lane/day/block)	\$1,000.00	\$1,000.00
Sidewalk or Bike Lane (day/block)	\$50.00	\$50.00

*Urban Collector, Minor Arterial and Principal Arterial Street closures will occur at night or on weekends unless approved by the City Engineer.

PERFORMANCE CASH BOND

Fee Description	Adopted Fee	Proposed Fee
Held for one year from date last permit pulled	\$1,000.00	\$1,000.00

SUBDIVISIONS/SITE PLANS

Fee Description	Adopted Fee	Proposed Fee
Engineering Construction Inspections:		
Asphalt Permit	\$87.00/first 20,000 sq. ft. + \$16.00 each addtl 10,000 sq. ft.	\$90.00/first 20,000 sq. ft. + \$17.00 each addtl 10,000 sq. ft.
Curb, Gutter & Sidewalk Permit	\$87.00/first 30 ft. + \$16.00 each additional 100 ft.	\$90.00/first 30 ft. + \$17.00 each additional 100 ft.
Sewer Lateral Permit	\$87.00	\$90.00
Water Lateral Permit	\$87.00	\$90.00
Sewer Main w/Test	\$215.00/first 400 ft. + \$43.00 each additional 100 ft.	\$220.00/first 400 ft. + \$45.00 each additional 100 ft.
Sewer Main w/3rd party test	\$108/first 400 ft. + \$43.00 each additional 100 ft.	\$112/first 400 ft. + \$45.00 each additional 100 ft.
Sewer Main retest	\$87.00	\$90.00
Water Main w/Test	\$215.00/first 400 ft. + \$43.00 each additional 100 ft.	\$220.00/first 400 ft. + \$45.00 each additional 100 ft.
Water Main retest	\$87.00	\$90.00
Storm Drain Main w/Test	\$215.00/first 400 ft. + \$43.00 each additional 100 ft.	\$220.00/first 400 ft. + \$45.00 each additional 100 ft.
Storm Drain Main w/3rd party test	\$108/first 400 ft. + \$43.00 each additional 100 ft.	\$112/first 400 ft. + \$45.00 each additional 100 ft.
Sump	\$87.00	\$90.00
Grading Permit	\$87.00	\$90.00
Roof Drain Permit	\$87.00	\$90.00
Miscellaneous Other Permits	\$87.00	\$90.00
Processing Check to County Recorder:		
Original Lien	As Charged by County	As Charged by County
Per Lot	As Charged by County	As Charged by County
Copies	As Charged by County	As Charged by County
Long-Term Storm Water Management Plan Recording	As Charged by County	As Charged by County
Miscellaneous:		
Approved Drawings PDF Diskette	\$40.00	\$40.00
Color Maps 8 ½ X 11 (cost for each)	\$1.00	\$1.00
Color Maps 11 X 17 (cost for each)	\$5.00	\$5.00
Color Maps 24 X 36 (cost for each)	\$15.00	\$15.00
Color Maps 36 X 48 (cost for each)	\$20.00	\$20.00
Construction Specs (cost per book)	\$20.00	\$20.00
Copies of Documents (cost per page)	\$0.50	\$0.50
Engineering Copies 36 X 48 (b&w) (cost per page)	\$5.00	\$5.00
Street Signs (Per Panel or Sign):		
Extra Panel	\$153.00	\$153.00
30" Stop or Traffic Sign, etc.	\$297.00	\$297.00
Street Address Sign	\$398.00	\$398.00
36" Stop or Traffic Sign, etc.	\$350.00	\$350.00
Street Lights (Per Light):		
Residential Street Lights	Developer shall pay for Holophane street lights directly from the local distributor (Codale Electric) and install them in accordance with the approved site plan and plat. The City shall bond the developer and inspect the installation to ensure completion and compliance with City design standards.	
Corridor Street Lights		
Commercial Street Lights		
Subdivision Improvement Bond (estimated cost per City Engineer) :		
Change of Address	\$50.00	\$50.00

EXHIBIT "A"

EXHIBIT "B"

EXHIBIT "C"

SUBDIVISIONS/SITE PLANS (continued)

Fee Description	Adopted Fee	Proposed Fee
Re-processing Plat	\$50.00	\$50.00
Revisions Prior to Recording	\$50.00	\$50.00
Survey:		
Lien Processing and Filing Per Development	\$50.00	\$50.00
Rescind Accessory Apartment	\$50.00	\$50.00

STORM WATER FEES

Fee Description	Adopted Fee	Proposed Fee
Storm Water Construction Site Citation Infraction*:		
First Infraction (cost per day per violation)	\$75.00	\$78.00
Second Infraction (cost per day per violation)	\$125.00	\$129.00
Third Infraction* (cost per day per violation)	\$250.00	\$259.00
Storm Water Plan Review:		
Long-Term Management Plan Review (Up to four reviews)	\$255.00	\$264.00
Additional Long-Term Management Plan Review (for each additional review)	\$56.00	\$58.00
SWPPP Plan Review	\$85.00	\$88.00
Annual Long-Term Management Plan Reporting Late Fee	\$28.00	\$29.00
Storm Water Construction Site Inspections Fee**:		
Single Family Inspection Fees**:		
≤ 1 acre and no UPDES NOI required	\$225.00	\$245.00
≤ 5 acres	\$1,685.00	\$1,845.00
> 5 acres	\$2,250.00	\$2,460.00
High-priority sites	Double the one-time fee	Double the one-time fee
Residential Subdivision Inspection Fees**:		
≤ 5 acres	\$2,250.00	\$2,460.00
> 5 acres and ≤ 10 acres	\$5,315.00	\$5,810.00
> 10 acres and ≤ 30 acres	\$7,565.00	\$8,265.00
> 30 acres	\$12,270.00	\$13,405.00
High-priority sites	Double the one-time fee	Double the one-time fee
Commercial Sites, Mixed Use and Multi-Residential Inspection Fees**:		
≤ 1 acre and no UPDES NOI required	\$225.00	\$245.00
≤ 5 acres	\$1,685.00	\$1,845.00
> 5 acres and ≤ 10 acres	\$4,500.00	\$4,915.00
> 10 acres and ≤ 30 acres	\$6,750.00	\$7,375.00
> 30 acres	\$11,250.00	\$12,290.00
High-priority sites	Double the one-time fee	Double the one-time fee
IDDE Violation Citation***:		
Negligent discharge of non-hazardous waste (per occurrence)	\$100.00	\$104.00
Negligent discharge of hazardous waste/sewage (per occurrence)	\$300.00	\$311.00
Intentional discharge of non-hazardous waste (per occurrence)	\$200.00	\$207.00
Intentional discharge of hazardous waste/sewage (per occurrence)	\$600.00	\$621.00
Storm Water Pollution Prevention Plan (SWPPP) Fee on New Construction and Additions Over 500 Square Feet	\$82.00	\$85.00

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

**Recommended charges reflect 95% of the actual cost to conduct inspections and are based on the average number of inspections conducted per size and type of development/project.

***IDDE Violation Citation costs do not include cleanup costs. The violator is responsible for cleanup costs.

FINANCE**LANDLORD LICENSE FEES**

Fee Description	Adopted Fee	Proposed Fee
Landlord License Fee - All Non-Accessory Dwelling Units (ADU) - Annual	\$50.00	\$50.00
Landlord License Fee - Accessory Dwelling Units (ADU) - One-time	\$50.00	\$50.00
Landlord License Late Fee	\$15.00	\$15.00
LLC Review (per LLC)	\$20.00	\$20.00

BONDS

Fee Description	Adopted Fee	Proposed Fee
Christmas Tree Lots	Double the one-time fee	Double the one-time fee
Fireworks Stands	\$300.00	\$300.00
Pawn Broker	\$3,000.00 Surety	\$3,000.00 Surety
Private Investigator	\$3,000.00 Surety/Cash	\$3,000.00 Surety/Cash
Temporary Business	\$3,000.00 Surety/Cash	\$3,000.00 Surety/Cash
Tow-truck / Parking Enforcement	\$1,000.00 Surety	\$1,000.00 Surety

FINANCE**BUSINESS LICENSE FEES**

Fee Description	Adopted Fee	Proposed Fee
Business License List – Complete List	\$35.00 or free on internet	\$35.00 or free on internet
Business License List – Monthly New Business List	\$35.00 or free on internet	\$35.00 or free on internet
Change of Business Location – Non-renewal	\$50.00	\$50.00
Change of Business Name	\$35.00	\$35.00
Change of Ownership	\$35.00	New Application Required
Commercial Business License – Base Fee – New Businesses	\$210.00	\$210.00
Commercial Business License – Renewal Fee	\$85.00	\$85.00
Street Lighting Fee - Annual - New or Renewed Commercial Business License	\$31.32	\$31.32
Commercial Inspection	\$105.00	\$105.00
Home Occupation Inspection (if required)	\$105.00	\$105.00
Home Occupation License – Base Fee (includes setup fee) – Fee is generally waived except in certain circumstances.	\$110.00	\$110.00
Home Occupation License – Renewal Fee - Fee is generally waived except in certain circumstances.	\$59.00	\$60.00
Reprint of Lost License	\$15.50	\$16.00
Solicitor Badge Fee	\$10.00	\$10.00
Solicitor License	\$58.00	\$59.00
Late Fees (in addition to fees shown above):		
Home Occupations:		
31-60 days delinquent	\$25.00	\$25.00
61-90 days delinquent	\$25.00	\$50.00
91+ days delinquent	N/A	10% per month
Commercial Businesses:		
31-60 days delinquent	\$50.00	\$50.00

BUSINESS LICENSE FEES (continued)

Fee Description	Adopted Fee	Proposed Fee
61-90 days delinquent	\$50.00 + 10% per month	\$100.00
91+ days delinquent	N/A	10% per month

Business Category	Adopted Disproportionate Service Fee	Proposed Disproportionate Service Fee
Automotive Service	\$110.00	\$110.00
Banking and Consumer Finance	\$315.00	\$315.00
Convenience Stores	\$1,000.00	\$1,000.00
Electronics and Appliances	\$80.00	\$80.00
Entertainment	\$480.00	\$480.00
Equipment Supply and Rental	\$90.00	\$90.00
Fast Food and Take-out Food Products	\$350.00	\$350.00
Fitness and Recreation	\$45.00	\$45.00
Grocery and Food Supply	\$225.00	\$225.00
Group and Treatment Homes	\$485.00	\$485.00
Hospital	\$7,500.00	\$7,500.00
Industrial-Manufacturing, Distribution, Skilled Labor	\$29.00	\$29.00
Medical	\$210.00	\$210.00
Personal Services	\$80.00	\$80.00
Restaurants	\$425.00	\$425.00
Retail Sales 1-10,000 sf	\$110.00	\$110.00
Retail Sales 10,001-25,000	\$190.00	\$190.00
Retail Sales 25,001-50,000	\$330.00	\$330.00
Retail Sales 50,000+	\$3,500.00	\$3,500.00
Business, Professional, and Contracted Services	\$36.00	\$36.00

Per Unit/Room	Adopted Disproportionate Service Fee	Proposed Disproportionate Service Fee
Assisted Living, Small	\$17.00	\$17.00
Assisted Living, Large	\$23.00	\$23.00
Lodging	\$5.00	\$5.00
Storage Units	\$0.50	\$0.50

DOCUMENTS

Fee Description	Adopted Fee	Proposed Fee
Budget Copies (Online)	Free	Free
Copy Machine Copies per Page/Side for Public	\$0.10	\$0.10
General Plan (Hard copy, black & white)	\$50.00	\$50.00
General Plan (CD)	\$10.00	\$10.00
General Plan (Internet)	Free	Free
Special Information Searches	Actual cost (including employee salary)	Actual cost (including employee salary)

FINGERPRINTING

Fee Description	Adopted Fee	Proposed Fee
Resident:		
Cost for Two Cards	\$12.00	\$13.00
Cost per Additional Card	\$10.00	\$10.00
Non-Resident:		
Cost for Two Cards	\$30.00	\$32.00
Cost per Additional Card	\$10.00	\$10.00

PASSPORTS

Fee Description	Adopted Fee	Proposed Fee
Application Fee (Payable to "Department of State"):		
Passport Book – Age 16 & Older	Fee set by the U.S. Department of State	Fee set by the U.S. Department of State
Passport Book – Under Age 16		
Passport Card – Age 16 & Older		
Passport Card – Under Age 16		
Execution Fee (added to each application – payable to "The City of Orem")		
Passport Photos (may be purchased from the City or supplied from other sources)	\$18.00	\$18.00
Second Set	\$10.00	\$10.00
Shipping Label for Renewals	\$10.00	\$12.00

SERVICE BILLING & MISCELLANEOUS

Fee Description	Adopted Fee	Proposed Fee
Bicycle License	Free	Free
Late Payment (after 30 days from billing)	\$16.00	\$16.00
Service Charge (returned checks, returned or disputed payments)	\$26.00	\$26.00

FIRE**AMBULANCE FEES**

Fee Description	Adopted Fee	Proposed Fee
Transport Fees	Limits established by the State Bureau of Emergency Medical Services	Limits established by the State Bureau of Emergency Medical Services
Licensed Health Facility - Lift Assist	New Fee	\$275.00

FIRE**ANNUAL COMMERCIAL INSPECTION FEES**

Fee Description	Adopted Fee	Proposed Fee
Assembly (permanent dance clubs):	\$150.00 to \$320.00 (see below)	Removed
0 to 3,000 sq. ft.	\$110.00	Removed
3,001 to 6,000 sq. ft.	\$132.00	Removed
6,001 to 9,000 sq. ft.	\$198.00	Removed

ANNUAL COMMERCIAL INSPECTION FEES (continued)

Fee Description	Adopted Fee	Proposed Fee
9,001 to 12,000 sq. ft.	\$264.00	Removed
12,001 sq. ft. and above	\$330.00	Removed
Fireworks Displays Inside Permanent Retail Outlets	\$135.00	Removed
Hazardous Materials Dispensing / Use	\$500.00	Removed
Hazardous Materials Production / Processing	\$500.00	Removed
Hazardous Materials Storage Sites	\$500.00	Removed
High Rise Inspections	\$450.00	Removed
Home Day Care	\$110.00	Removed
Hospitals	\$350.00	Removed
Hotel and Large Apartment Complexes (over 16 units):		
16-32 units	\$110.00	Removed
33-48 units	\$132.00	Removed
49-64 units	\$198.00	Removed
65-80 units	\$264.00	Removed
81 units and above	\$330.00	Removed
Pre-school / Day Care	\$110.00	Removed
Repair Garages / Fuel Dispensing Stations	\$135.00	Removed
Restaurants (fire suppression systems)	\$135.00	Removed
State Licensed Health Care Facilities	\$130.00	Removed
Home Business Non-Impact	New Fee	\$0.00
Impact Home Based Businesses (1 hour Fire Inspector II entry level)	New Fee	\$46.80
Commercial Businesses (2 hours Fire Inspector II entry level)	New Fee	\$93.60

FALSE ALARM FEES (per calendar year)

Fee Description	Adopted Fee	Proposed Fee
First three false alarms	Warning	Warning
Fourth false alarm	\$100.00	\$100.00
Fifth false alarm	\$150.00	\$150.00
Sixth through ninth false alarm	\$200.00	\$200.00
Tenth and all subsequent false alarms	\$300.00	\$300.00

FIRE ALARM SYSTEM INSPECTIONS

Includes office plan review, 24-hour test, and final inspection.

Fee Description	Adopted Fee	Proposed Fee
Additions, Remodels or New Construction:		
0 to 3,000 sq. ft.	\$200.00	\$200.00
3,001 to 8,000 sq. ft.	\$320.00	\$320.00
8,001 sq. ft. and above	\$320.00 + \$0.005/sq. ft.	\$320.00 + \$0.005/sq. ft.

MISCELLANEOUS

Fee Description	Adopted Fee	Proposed Fee
HAM Radio Class	\$10.00	\$10.00
Community Emergency Response Team (CERT) Class	\$45.00	Removed

OTHER INSPECTIONS AND RE-INSPECTIONS

Fee Description	Adopted Fee	Proposed Fee
Re-inspection Fee (charged for 3rd and subsequent re-inspections)		
0 to 3,000 sq. ft.	\$160.00	Removed
3,001 to 6,000 sq. ft.	\$182.00	Removed
6,001 to 9,000 sq. ft.	\$248.00	Removed
9,001 to 12,000 sq. ft.	\$314.00	Removed
12,001 sq. ft. and above	\$380.00	Removed

REPORTS

Fee Description	Adopted Fee	Proposed Fee
EMS Reports	\$36.84	\$36.84

SERVICE FEES

Fee Description	Adopted Fee	Proposed Fee
Arson Investigations	Actual Cost	Removed
Hazmat Response & Mitigation, Confined Space Rescue, and Non-Orem Fire Control not Otherwise Covered by Agreement or Contract:		
Equipment:		
Aerial Truck (cost per hour)	\$325.00	\$169 plus personnel
Ambulance (cost per hour)	\$250.00	\$250.00
T1 Engine (Pumper)	\$225.00	\$169 plus personnel
T4 Engine (Heavy Brush)	\$195.00	\$134 plus personnel
T6 Brush Truck (cost per hour)	\$174.00	\$76 plus personnel
Supplies Used on Scene	Actual Cost	Actual Cost
Fire Extinguisher Training	New Fee	\$200 for 1-15 people/ two hour class + \$10 per additional participant. Max 30 and 3 hours.
Fire Explorer Program	New Fee	Price determined in conjunction with Alpine School District

SPECIAL EVENTS

Fee Description	Adopted Fee	Proposed Fee
Ambulance & 2 Medics (total cost per hour)	\$250.00	\$250.00

SPRINKLER SYSTEM INSPECTIONS*

Fee Description	Adopted Fee	Proposed Fee
Additions, Remodels or New Construction:		
Under 3,000 sq. ft.	\$250.00	\$250.00
3,001 to 8,000 sq. ft.	\$370.00	\$370.00
8,001 sq. ft. and above	\$370.00 + \$0.01/sq. ft.	\$370.00 + \$0.01/sq. ft.

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

INSPECTION/PERMIT FEES

Fee Description	Adopted Fee	Proposed Fee
Above Ground Storage Tank:		
0 to 500 Gallons (cost per tank)	\$200.00	\$200.00
501 Gallons and Greater (cost per tank)	\$300.00	\$300.00
Fireworks Shows (inside and outside)	\$300.00	\$300.00
LPG Tank Installation per Tank (125 gallons and above)	\$130.00	\$130.00
Open Flames and Candles (cost per structure)	\$130.00	\$130.00
Tents or Temporary Membrane Structures	\$130.00	\$130.00
Underground Storage Tank Installation (cost per tank)	\$400.00	\$400.00
Underground Storage Tank Removal (cost per tank)	\$400.00	\$400.00
Spray Booths, Spray Room, or Limited Spray Area	New Fee	\$140.00
Unclassified or undesignated type	New Fee	\$46.80 one hour or \$93.60 two hours as identified in annual inspection fee schedule.

LIBRARY

LIBRARY FEES AND CHARGES

Fee Description	Adopted Fee	Proposed Fee
Checkout Fees-Feature Films:		
DVD 1-3 discs, per week	\$1.00	\$1.00
DVD in Designated Series 4+ discs, per two weeks	\$2.00	\$2.00
Copies (includes sales tax):		
Color Printing (8 ½ X 11 only) (cost per copy)	\$0.50	\$0.50
Letter (8 ½ X 11) (cost per copy)	\$0.10	\$0.10
Miscellaneous:		
Barcode Replacement	\$4.00	\$4.00
Board Game Directions/Rules, Pieces (cost per each)	\$2.00	\$2.00
Box Repair	\$12.00	\$5.00
CD Card with RFID	\$5.00	\$5.00
CD Card without RFID	\$3.00	\$3.00
CD for First Reader Carrier Box Repair	\$5.00	\$5.00
Booklet – Language Kit	\$10.00	\$10.00
Repair of Artwork for Media Carrier	\$6.00	\$6.00
Damaged/Missing Security or RFID Tag	\$2.00	\$2.00
Interlibrary Loan (shipping & handling)	Costs as charged	Costs as charged
Non-resident Card:		
Cost per Year	\$120.00	\$120.00
Cost per Six Months	\$70.00	\$70.00
Polishing or CD/DVD Repair – Double Sided	\$10.00	\$10.00
Polishing or CD/DVD Repair – Single Sided	\$5.00	\$5.00
Replacement of User Card	\$5.00	\$5.00
Replacement of Study-Room Fob	\$10.00	\$10.00
Overdue Fines:		
30th Day Overdue (cost per account)	\$5.00	\$5.00
Items Not Listed Below (cost per day)	\$0.10	\$0.10

LIBRARY FEES AND CHARGES (continued)

Fee Description	Adopted Fee	Proposed Fee
Interlibrary Loan Materials (cost per day)	\$1.00	\$1.00
Reference Book (cost per hour)	\$1.00	\$1.00
DVD (cost per day)	\$0.50	\$0.50
Media Equipment: DVD Player, Blu-ray Player, CD Player (cost per day)	\$5.00	\$5.00
Makerspace Specialty items: GoPro Hero 5 kit, GoPro Hero 9 kit, Samson G track pro kit, Video to Digital Kit (cost per day)	\$10.00	\$10.00
All other Makerspace items	\$1.00	\$1.00
Electronic devices (including Mobile Hotspots and DVD players, etc) (cost per day)	\$5.00	\$5.00
Debt Collection Fee:		
Large Balance (\$25.00 and greater) (cost per account)	\$12.00	\$12.00
Repairable Book Damage:		
Cleanable Markings (cost per page)	\$2.00	\$2.00
Clear Protective Cover (torn or missing)	\$4.00	\$4.00
Vistafoil Covering	\$7.00	\$7.00
Dust Jacket	\$7.00	\$10.00
End Page Replacement	\$5.00	\$10.00
Fly Page Replacement	\$4.00	\$4.00
General Damage Repair	\$6.00	\$6.00
Rebinding Oversize Book	\$25.00	\$25.00
Rebinding Standard Size Book	\$17.00	\$17.00
Repairable Water Damage	\$6.00	\$6.00
Spine Repair	\$5.00	\$5.00
Torn Page (cost per page)	\$3.00	\$3.00
Replacement Fee for Lost or Permanently Damaged Items – When the list price is known, the replacement fee is the list price plus a processing fee. When the list price is unknown, the replacement fee is an average replacement price as listed below (includes adjusted processing fee):		
Board Book	\$5.00	\$7.00
Board Game	\$40.00	\$40.00
Book on CD	\$39.00	\$40.00
Boy Scout Merit Badge Book	\$7.00	\$7.00
CD Pouch	\$6.00	\$6.00
CD-ROM	\$35.00	\$35.00
Children's Kit	\$60.00	\$60.00
Compact Disc	\$15.00	\$15.00
DVD Regular Case (1-2 discs)	New Fee	\$2.00
DVD Regular Case (3-7 discs)	New Fee	\$4.00
DVD Regular Case (8-10 discs)	New Fee	\$5.00
DVD Security Case	\$4.00	\$5.00
DVD Security Case (3-7 discs)	\$5.50	\$7.00
DVD Security Case (8-10 discs)	\$7.00	\$10.00
Entertainment DVD	\$30.00	\$30.00
Hardback Book	\$30.00	\$30.00
Informational DVD	\$50.00	\$50.00
Junior Hardback Book	\$15.00	\$15.00
Junior Paperback Book	\$9.00	\$9.00
Laminated Price Card for Kit	\$2.50	\$5.00
Magazine	\$4.00	\$4.00

EXHIBIT "A"

EXHIBIT "B"

EXHIBIT "C"

LIBRARY FEES AND CHARGES (continued)

Fee Description	Adopted Fee	Proposed Fee
Map	\$10.00	\$10.00
Media Kit	\$50.00	\$50.00
Box - Kit/Game	\$20.00	\$20.00
Notes- DVDs, CDs (Only for separate one--others are not replaceable)	\$2.00	\$2.00
Paperback Book	\$9.00	\$9.00
Playaway case	\$6.00	\$6.00
Playaway battery cover	\$2.00	\$2.00
Processing Fee (board books, magazines, merit badge books, notes for CDs)	\$3.00	\$3.00
Processing Fee (other items)	\$5.00	\$5.00
Power Cord for electronic devices	\$5.00	\$5.00
Read Along Book	\$35.00	\$35.00
Reference Book	\$100.00	\$100.00
Reference Magazine	\$5.00	\$5.00
Reproduction of Graphics for Media Carriers (Audio Books and DVDs)	\$5.00	\$10.00
Sheet Music	\$20.00	\$20.00
CD or First Reader Carrier Box	\$5.00	\$5.00
Spoken Word CD Carrier (1 disc)	\$3.00	\$3.00
Spoken Word CD Carrier (2 – 8 discs)	\$7.00	\$7.00
Spoken Word CD Carrier (9 + discs)	\$15.00	\$15.00
Trade Paperback Book	\$15.00	\$15.00
Tyvek Envelope	\$3.00	\$3.00
Video Game	\$60.00	\$60.00
Stage at City Center Park:		
Reservation Fee (cost per 4 hour block)	\$250.00	\$250.00
Hourly Rate	\$75.00	\$75.00
Makerspace:		
Buttons	\$0.50	\$0.50
Button Magnet	\$1.00	\$1.00
CD - blank	\$0.50	\$0.50
DVD - blank	\$0.50	\$0.50
Keychain	\$1.00	\$1.00
Laminate (cost per sheet)	\$0.50	\$0.50
On-disc Printing (cost per disc)	\$0.50	\$0.50
Transfer Paper (cost per foot)	\$1.00	\$1.00
Vinyl for Cricut (cost per sheet)	\$1.00	\$1.00
3D Printing		
Print fee (cost per gram)	\$0.10/gram - Minimum of \$1.00	\$0.10/gram - Minimum of \$1.00
Machine use for patrons providing own filament (cost per hour)	\$1.00	\$1.00

EXHIBIT "A"

EXHIBIT "B"

EXHIBIT "C"

LIBRARY HALL FEES*

Fee Description	Class I	Class II	Class III	Class IV	Class V	Class VI
Ashton Auditorium** (500 person audience occupancy - cost per hour + staffing)	Per City policies	\$110.00	***	\$275.00	\$350.00	N/A
Sorenson Legacy Room (50 person occupancy - cost per hour + staffing)		\$90.00	***	\$135.00	\$160.00	N/A
Lobby (500 person occupancy - cost per hour + staffing)		\$100.00	***	\$160.00	\$210.00	\$285.00
Sound Technician for duration of set up/event (cost per hour)		\$50.00	\$50.00	\$50.00	\$50.00	N/A
Cleaning Deposit (per event)		\$200 Auditorium / \$25 Classroom / \$100 Lobby				
Cleaning/Damage Fee (applied if facility is left dirty or damaged)		Cost of labor/materials as determined by Facilities staff				
Outside Food Fee		No food in Auditorium / \$25 Classroom / \$50 Lobby				
Use of Kitchen		\$50				
Table/Chair Rental - Lobby		\$2 per chair / \$10 per table				
Stage Set Up / Take Down		\$100				
Late Cancellation (without 3-day notice)		10% of rental fee				
Rental Application Late Fee (outside of 14-day window)		10% of rental fee				
Day use of Facility		\$1,450				

Charges to rent Library Hall are based on both the user and the intended use. Priority is given to City of Orem use.

Class I: City of Orem use

Class II: Government-sponsored facility use (other jurisdictions, agencies, officials in the scope of professional responsibilities, etc.)

Class III: Non-sponsored community use (Freedom Festival, Miss Orem, etc.)

Class IV: Charitable entity use (organizations with current 501(c)3 or domestic non-profit corporation status - not charging admission, etc.)

Class V: Fair market, for-profit, commercial / non-profits business facility use

Class VI: Weddings, receptions, and private social events (lobby only)

*Use of the Library Hall Auditorium requires event insurance in addition to a rental fee. Use of the Classroom or Lobby may require event insurance as determined by the City of Orem Risk Manager.

**Auditorium rentals have a 2-hour minimum; use of the classroom is included in Auditorium rental fee.

***By approval only

POLICE**ALCOHOL LICENSE FEES (all fees annual except application fee)**

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

ANIMAL CONTROL FEES

Fee Description	Adopted Fee	Proposed Fee
Dog License Fees as Set by the North Utah County Animal Services District	Contact at (801) 785-3442	Contact at (801) 785-3442

FALSE ALARM FEES (per calendar year)

Fee Description	Adopted Fee	Proposed Fee
First Three False Alarms	Warning	Warning
Fourth False Alarm	\$100.00	\$100.00
Fifth False Alarm	\$150.00	\$150.00
Sixth Through Ninth False Alarm	\$200.00	\$200.00
Tenth and All Subsequent False Alarms	\$300.00	\$300.00

MISCELLANEOUS

Fee Description	Adopted Fee	Proposed Fee
Criminal History Check	\$26.00	\$26.00
Rape Aggression Defense	\$20.00	\$20.00
VISA Letters (letters of good conduct)	\$16.00	\$16.00
Administrative Citation Fee	\$52.00	\$52.00
Traffic School	\$70.00	\$70.00

REPORTS

Fee Description	Adopted Fee	Proposed Fee
Computerized Accident Reconstruction Diagrams*	\$475.00	\$475.00
Photographic Disc (or e-mail – same charge as disc)*:		
1 to 30 Photographs	\$45.00	\$45.00
More than 30 Photographs	\$45.00	\$45.00
Digital Media Processing Fee (cost per hour, one hour minimum)	\$45.00	\$45.00
Police Reports*	\$25.00	\$25.00

*Cases requiring more than 30 minutes to prepare will be charged an additional \$15.00 per hour after the first 30 minutes.

STREET RACE EVENTS (bikes, running, etc.)

Fee Description	Adopted Fee	Proposed Fee
Application Fee	\$50.00	\$50.00
On-site Orem Personnel (if needed) in addition to application fee:		
Public Works (cost per employee per hour)	\$50.00	\$50.00
Police (cost per employee per hour)	\$95.00	\$95.00
Fire/Ambulance (cost per employee per hour)	(prev. cost per employee per hour) \$250.00	(prev. cost per employee per hour) \$250.00
Cleaning Deposit	\$200.00	\$200.00

SPECIAL POLICE ASSIGNMENT

Fee Description	Adopted Fee	Proposed Fee
Special Events (cost per employee per hour)	\$95.00	\$105.00

PUBLIC WORKS**MISCELLANEOUS CHARGES**

Description	Adopted Fee	Proposed Fee
RV Dump Charges	Free	Free
Sewer Lateral Cleanout Survey (cost per cleanout)	\$108.00	\$112.00
Backhoe (cost per hour)	\$54.00	\$56.00

MISCELLANEOUS CHARGES (continued)

Description	Adopted Fee	Proposed Fee
Continuous Rodder (cost per hour)	\$54.00	\$56.00
Dump Truck (cost per hour)	\$54.00	\$56.00
Excavator (cost per hour)	\$80.00	\$83.00
Jet Vacuum Truck (cost per hour)	\$242.00	\$250.00
Mini-excavator (cost per hour)	\$54.00	\$56.00
Service Truck (cost per hour)	\$27.00	\$28.00
Street Sweeper (cost per hour)	\$323.00	\$334.00
TV Van (cost per hour)	\$242.00	\$250.00
Bucket/Lift Truck (cost per hour)	\$70.00	\$72.00
Utility Truck w/Generator and Welder (cost per hour)	\$48.00	\$50.00
Pickup Truck (cost per hour)	\$22.00	\$23.00
Striper, truck-mounted (cost per hour)	\$92.00	\$95.00
Striper, walk behind (cost per hour)	\$5.00	\$5.00
Trailer, covered utility trailer (cost per hour)	\$6.00	\$6.00
Variable Message Sign (cost per hour)	\$13.00	\$13.00
Personnel Cost, Including Fringe Benefits and Overtime	Actual Cost	Actual Cost

Equipment listed above is not intended for rental or contract purposes but may be made available for emergency situations on a case-by-case basis and billed in accordance with these rates. Any equipment not specifically listed above will be billed according to the current FEMA equipment schedule.

SEWER PRETREATMENT FEES

Description	Adopted Fee	Proposed Fee
Sewer Pretreatment Fees:		
Annual Sampling Fee (automotive)	\$268.00	\$282.00
Categorical Annual Sampling Fee	\$982.00	\$1,033.00
Non-categorical Annual Sampling Fee	\$149.00	\$157.00
Re-Inspection Fee	\$48.00	\$50.00
Surcharge Unit Fees:		
Biochemical Oxygen Demand (BOD)* (cost per lb. of BOD)	\$0.19	\$0.20
Chemical Oxygen Demand (COD)* (cost per lb. of COD)	\$0.13	\$0.14
Flow (cost per 1,000 gallons)	\$1.14	\$1.20
Oil and Grease (cost per lb. of oil and grease)	\$0.32	\$0.34
Total Suspended Solids (TSS) (cost per lb. of TSS)	\$0.14	\$0.15
Violation	\$1,000/day/violation + test costs + all other associated costs	\$1,000/day/violation + test costs + all other associated costs

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

FIRE HYDRANT METER RENTAL FEES

Description	Adopted Fee	Propopsed Fee
Application Fee	\$25.00	\$30.00
Daily Fee (per day)	\$7.00	\$8.00
Monthly Fee (per month with a four-month max)	\$140.00	\$150.00
Usage Fee	3" meter tier pricing (minimum \$10.00)	3" meter tier pricing
Refundable Meter and Damage Deposit	\$1,500.00	\$1,750.00
Monthly Delinquent (per month) *	\$50.00	Removed
Pool Fill	\$250.00	\$300.00

RECREATION

The current Utah State sales tax will be added to all fees (unless otherwise noted). Additionally, there is a \$5.00 non-refundable fee for all classes and programs.

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

EFT = Electronic Funds Transfer.

RECREATION CENTER DAILY RATES

Fee Description	Adopted Fee	Proposed Fee
General Admissions:		
Entire Facility		
Adult (14 and older)	\$6.00	\$6.00
Child (under 4 years old)	No charge	No charge
Senior Citizen (60 and older)	\$5.00	\$5.00
Youth (3 to 13)	\$5.00	\$5.00
Group Discount Rates - Regular Hours		

RECREATION CENTER INDIVIDUAL, COUPLE, AND FAMILY PASSES

Fee Description	Adopted Fee	Proposed Fee
Resident:		
Individual:		
Monthly EFT Pass	\$28.00	\$28.00
Annual Pass	\$285.00	\$285.00
Family:		
Monthly EFT Pass	\$46.00	\$46.00
Annual Pass	\$495.00	\$495.00
Couple:		
Monthly EFT Pass	\$39.00	\$39.00
Annual Pass	\$395.00	\$395.00
Senior Citizen		
Monthly EFT Pass	\$17.00	\$17.00
Annual Pass	\$157.00	\$157.00
Non-Resident:		
Individual:		
Monthly EFT Pass	\$37.00	\$37.00
Annual Pass	\$350.00	\$350.00
Family:		
Monthly EFT Pass	\$56.00	\$56.00
Annual Pass	\$615.00	\$615.00
Couple:		
Monthly EFT Pass	\$50.00	\$50.00
Annual Pass	\$500.00	\$500.00
Senior Citizen:		
Monthly EFT Pass	\$27.00	\$27.00
Annual Pass	\$195.00	\$195.00
Student:		

RECREATION CENTER INDIVIDUAL, COUPLE, AND FAMILY PASSES (continued)

Fee Description	Adopted Fee	Proposed Fee
EFT Initiation Fee (cost for set up)	\$45.00	Removed

RECREATION CENTER BUSINESS PASSES & DISCOUNTS*

Fee Description	Adopted Fee	Proposed Fee
Business Pass Discounts - Orem Businesses:		
5-20 Employees (Starter)	10% off employee's residence pricing	10% off employee's residence pricing
20+ Employees (Partner)	20% off employee's residence pricing	20% off employee's residence pricing
Business Pass Discounts - Non-Orem Businesses:		
5+ Employees (Starter)	10% off employee's residence pricing	10% off employee's residence pricing
Seasonal Discounts		
Black Friday Deal	20% off	20% off
Birthday Event	20% off	20% off
Veteran/Military	20% off	20% off
Student Discount	20% off	20% off
January Deal	1 month add to annual membership	1 month add to annual membership
EFT Initiation Fee	Waived 2-3 days per year for seasonal bursts	Waived 2-3 days per year for seasonal bursts
Seasonal Discounts:		
Per discretion of facility manager and recreation director, there will be opportunities to offer discounts on passes scheduled through the year.	10-20% off	10-20% off

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

RECREATION CENTER RENTALS & MISCELLANEOUS FEES

Fee Description	Adopted Fee	Proposed Fee
Rentals & Miscellaneous Fees:		
Swimming Pool Lanes:		
Short Course (cost per hour per lane)	\$16.00	\$16.00
Long Course (cost per hour per lane)	\$31.00	\$31.00
Swimming Pool-Lap Pool* (cost per hour)	\$200.00	\$200.00
Swimming Pool-Leisure Pool* (cost per hour)	\$200.00	\$200.00
Racquetball Court (cost per hour per court)	\$50.00	\$50.00
Multipurpose Room - West Side (cost per hour)	\$50.00	\$50.00
Multipurpose Room - East Side w Kitchen (cost per hour)	\$50.00	\$50.00
Multipurpose Room - Both Side (cost per hour)	\$100.00	\$100.00
Birthday Party Room (cost per 2 hour block)	\$50.00	\$50.00
Food Fee	\$50.00	\$50.00
Dance Studio (cost per hour)	\$50.00	\$50.00
Upstairs Multi-use studio (cost per hour)	\$50.00	\$50.00
Upstairs Aerobics Studio (cost per hour)	\$50.00	\$50.00
Building Rental (cost per hour) - Includes Staffing up to 750 people	\$1,500.00	\$1,500.00
Staffing (per hour, per employee) - Beyond 750 people	\$20.00	\$25.00

INDOOR CLASSES

Fee Description	Adopted Fee	Proposed Fee
Child Care:		
Fee per Class (1 hour class)	\$3.00	\$3.00
Monthly Membership (1/2 hour increments for 10 total hours)	\$20/child/month	\$22/child/month
Safety Classes:		
CPR (cost per 9 hours)	\$80.00	\$80.00
CPR Recertification	\$60.00	\$60.00
Lifeguard Training (cost per class)	\$165.00	\$170.00
Swim Instructor Training (cost per class)	\$165.00	Removed
Youth Classes:		
Group Lessons (cost per 1 session)	\$8.00	\$8.00
Private Lessons (cost per 1 session)	\$32.00	\$32.00
Private Swim Lessons (cost per 1 session)	\$20.00	\$20.00
Semi-private Swim Lesson (cost per 1 session)	\$12.00	\$12.00
Swim Team (cost per month)	\$30/month	\$32/month
Summer Swim Team (cost per summer program)	\$123.00	\$123.00
Adult Classes:		
Various Classes (cost per 1 session)	\$10.00	\$10.00
Concealed Firearm Permit Class	\$35.00	Removed

HILLCREST CLASSES

Fee Description	Adopted Fee	Proposed Fee
Preschool		
Monthly Registration, Cost per 90 minute sessions	New Fee	\$9.50
Youth Classes:		
Group Lessons (cost per 1 session)	\$8.00	\$8.00
Pickleball:		
Leagues:		
Adult (cost per player per session)	\$40.00	\$10.00
Tournaments:		
Entry Fee per Team (5 games)	\$30.00	\$32.00
Round Robins/Classes (per 2 hour class)	New Fee	\$10.00
Sports Camps (per week)	New Fee	\$70.00
Hillcrest Center Facility Rental		
Two Hour block on Fri/Sat 5:30-7:30, or 8:00-10:00PM	New Fee	\$450.00

EXHIBIT "A"

EXHIBIT "B"

EXHIBIT "C"

CITY OF OREM SCERA PARK POOL FEES

Fee Description	Adopted Fee	Proposed Fee
General Admission*:		
Adults (14 and older)	\$6.00	\$6.00
Youth (3 to 13)	\$5.00	\$5.00
Toddler (0 to 2)	No charge	No charge
Senior Citizens (60 and older)	\$5.00	\$5.00

Pool Reservations	Time Block
Monday – Thursday	
Only Block	7:30 pm to 9:00 pm
Friday	
Block ¹	6:30 pm to 8:00 pm
Block ²	8:30 pm to 10:00 pm
Saturday	
Block ⁰	10:00 am to 11:30 am
Block ¹	6:30 pm to 8:00 pm
Block ²	8:30 pm to 10:00 pm

Pool Reservation Fees	Adopted Fee	Proposed Fee
Staffing Fee (2 hours):		
1 to 100 People	\$625.00	\$650.00
101 to 200 People	\$725.00	\$750.00
201 to 400 People	\$825.00	\$850.00
Over 400 People Base Charge	\$925.00	\$950.00
Cost per 100 people over 400	\$110.00	\$110.00

Scera Memberships	Adopted Fee	Proposed Fee
Scera Pool Membership Add On:		
OFFC Members:		
Family	\$115.00	\$120.00
Individual	\$64.00	\$67.00
Couple	\$90.00	\$95.00
Senior	\$43.00	\$45.00
Non-Members:		
Family	\$222.00	\$231.00
Individual	\$122.00	\$129.00
Couple	\$170.00	\$178.00
Senior	\$80.00	\$84.00

PARK PAVILION RESERVATION FEES (includes sales tax)

Time Period for Reserving Pavilions (5 hours each)	Time Block
Block A	9:00 a.m. – 2:00 p.m.
Block B	4:00 p.m. – 9:00 p.m.

Fee Description	Adopted Fee	Proposed Fee
All City Parks Except Mt. Timpanogos, Palisade and Nielsen's Grove Parks:		
Large Pavilions:		
Weekdays (cost per block)	\$50.00	\$50.00
Weekends (cost per block)	\$50.00	\$50.00
SCERA Park Small Pavilions:		
Weekdays (cost per block)	\$50.00	\$50.00
Weekends (cost per block)	\$50.00	\$50.00
Small Pavilions Except SCERA Park	No charge	No charge
Mt. Timpanogos Park:		
Bowery:		
Weekdays (cost per block)	\$225.00	\$150.00
Weekends (cost per block)	\$250.00	\$150.00
Hosting Center (available for full-day reservation only):		
Reservation Fee/Friday-Saturday (cost per day)	\$800.00	\$800.00
Reservation Fee/Monday-Thursday:	\$550.00	\$800.00
Security Deposit	\$250 / \$200 refundable	No Security Deposit
Overnight Key Charge	\$100.00	No Keycharge
Small Pavilion Site:		
Weekdays (cost per block)	\$75.00	\$50.00
Weekends (cost per block)	\$100.00	\$50.00
Nielsen's Grove Park:		
Bowery:		
Weekdays (cost per block)	\$225.00	\$150.00
Weekends (cost per block)	\$250.00	\$150.00

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

OREM SENIOR FRIENDSHIP CENTER ACTIVITIES

Fee Description	Adopted Fee	Proposed Fee
Classes – Computer, Computer Lab & Wood Shop (cost per person per visit)	\$1.75	\$1.75
Activity Punch Pass (cost for 10 visits)	\$15.00	\$15.00
Orem Senior Friendship Center Annual Fee (cost per person)	\$17.00	\$20.00
Daily Rate (cost per day)	\$5.00	\$2.00
Gold Membership 80+	Free	Free
Saturday Night Dance Admission (cost per person)	\$15.00	Removed
Lunch Meal Program	\$5.00	\$5.00
Lunch Bulk Purchase Pass	\$4.00	\$4.00
Lunch AMI Program	\$0.00 - \$4.00	\$0.00 - \$4.00

EXHIBIT "A"

EXHIBIT "B"

EXHIBIT "C"

OREM SENIOR FRIENDSHIP CENTER FACILITY RENTAL FEES (available Mon – Fri)

Fee Description	Adopted Fee	Proposed Fee
Multipurpose Room (2 hr min):		
First Hour	\$100.00	\$125.00 + Staffing
Each Additional Hour	\$50.00 + Staffing	\$75.00 + Staffing
Kitchen (up to 4 hr block & includes use of steam table) (flat fee)	\$125.00	\$125.00
Flat Fee for Food Prep and Ice Machine	\$50.00	\$50.00
Meeting Rooms (cost per hour per room)	\$50.00	\$50.00
Deposit on Multipurpose Room and Kitchen	\$200.00	\$200.00
Set Up/Take Down Charge (cost per each)	\$30.00	\$30.00
Orem Residents & Non-profit organizations	10% discount on any rental fees listed above	10% discount on hourly rental fee

(The Director of Recreation can approve other discounts for other civic and governmental organizations as deemed to be appropriate)

OUTDOOR PROGRAMS (additional fees: non-resident fee - \$10.00; late fee - \$5.00)

Fee Description	Adopted Fee	Proposed Fee
Adult Programs:		
Basketball: Cost per game	\$64.25	\$64.25
Flag Football (Men) Cost per game	\$47.50	\$47.50
Softball: Cost per game	\$44.00	\$44.00
Ultimate Frisbee: Cost per game	\$25.00	\$25.00
Volleyball:	\$30.00	\$30.00
Tennis (Specialist) Classes:		
Group Tennis Lessons: Cost per class	\$8.00	\$8.00
Youth League: Cost per individual	\$100.00	\$100.00
Tournaments:		
Softball:		
Girls' May Madness Tournament: Cost per team	\$525.00	\$525.00
Adult: Cost per team	\$325.00	\$325.00
Youth Programs:		
Basketball:		
Grades 3 – 6: Cost per game	\$8.00	\$8.00
Grades 7 – 8: Cost per game	\$8.00	\$8.00
ASD Fee (per player)	\$14.00	\$14.00
High School: Cost for team of 8 players- additional players \$35.00	\$575.00	\$575.00
Baseball: cost per game	\$8.00	\$8.00
Cross Country: Cost per individual	\$50.00	\$50.00
Fishing (cost per individual)	\$30.00	\$35.00
Flag Football: Cost per game	\$8.00	\$8.00
Lacrosse:		
Lacrosse – 3rd and 4th Grade (cost per individual)	\$60.00	\$60.00
Lacrosse – 5th and 6th Grade (cost per individual)	\$70.00	\$70.00
Lacrosse – 7th and 8th Grade (cost per individual)	\$80.00	\$80.00
Racquetball:		
League:		
Non-member	\$65.00	\$65.00
Member	\$25.00	\$25.00

OUTDOOR PROGRAMS (additional fees: non-resident fee - \$10.00; late fee - \$5.00) (continued)

Fee Description	Adopted Fee	Proposed Fee
Tournament:		
1st event	\$38.00	\$45.00
2nd event	\$19.00	\$20.00
Softball:		
Girls' Accelerated Softball (cost per team)	\$750.00	\$750.00
Girls' Softball (cost per individual)	\$8.00	\$8.00
Track - Club (cost per individual)	\$65.00	\$65.00
Volleyball		
Youth League: Cost per game	\$8.00	\$9.00
Wrestling (cost per individual)	\$53.00	\$54.00

CO-SPONSORED GROUPS

Fee Description	Adopted Fee	Proposed Fee
Swimming:		
Group 1	Not Applicable	Not Applicable
Group 2	Not Applicable	Not Applicable
Co-sponsored/preferred - Recreation:		
Participation Fee (cost per participant)	\$4.00	\$4.00
Field Participation Fee (cost per participant)	\$4.75	\$4.75
Co-sponsored/preferred - Competitive:		
Field Rental (first game)	\$30.50	\$30.50
Field Rental - same day (cost for all subsequent games)	\$18.00	\$18.00
Co-sponsored/preferred - Recreation:		
Participant cost per year (includes two seasons)	\$6.50	\$6.50
Co-sponsored/preferred - Competitive:		
Cost per field per hour	\$15.00	\$15.00
Additional Fee for Lights on Soccer Fields Per Hour	New Fee	\$25.00

SOCCER/LACROSSE FIELD RENTAL RATES

Fee Description	Adopted Fee	Proposed Fee
Security Deposit: Cost per Rental	\$200.00	\$300.00
Rental: Per field per hour	\$35.00	\$35.00
Lights: Per field per hour	\$45.00	\$25.00
Holidays	Additional 10%	Removed

SOFTBALL/BASEBALL FIELD RENTAL RATES

Available Facilities/Parks	
City Center Little League Complex	6 Fields
Community Park	1 Field
Lakeside Sports Park (LSP)	5 Fields
Orem Elementary Complex	4 Fields
Windsor Park	2 Fields

EXHIBIT "A"

Fee Description	Adopted Fee	Proposed Fee
Lights: Cost per field per hour	\$45.00	\$25.00
Rental	\$45.00/hour/field or \$240.00/field/ day+staffing	\$45.00/hour/field or \$240.00/field/ day+staffing
Security Deposit (per facility)	\$300.00	\$300.00

TENNIS COURT RENTAL RATES

Fee Description	Adopted Fee	Proposed Fee
Cost per court per hour	\$20.00	\$20.00

PICKLEBALL COURT RENTAL RATES

Fee Description	Adopted Fee	Proposed Fee
Cost per court per hour	New Fee	\$ 10.00

CROSS COUNTRY MEET RENTAL RATES

Fee Description	Adopted Fee	Proposed Fee
Cross Country Meet - 4 or less teams (cost per meet)	\$300.00	\$300.00
Cross Country Meet - 5 or more teams (cost per meet)	New Fee	\$350.00

Renting party is responsible to provide portable toilets 1 per every 100 people.

ALPINE SCHOOL DISTRICT RATES

Fee Description	Adopted Fee	Proposed Fee
Swim Team – Pool Lane Rental Fee		
Short Course (cost per lane per hour)	\$12.00	\$12.00
Long Course (cost per lane per hour)	\$15.00	\$15.00
Meet Fee	\$350.00	\$350.00
PE Classes at Fitness Center		
Daily Admission (cost per student per visit)	\$4/student, Mountain View at \$2/student	\$4/student, Mountain View at \$2/student
Specialty Instruction - spinning class, etc. (cost per hour per instructor)	\$35/hr/instructor	\$35/hr/instructor

EXHIBIT "B"

EXHIBIT "C"



Exhibit "C"



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COMPENSATION & BENEFIT PROGRAMS – FY 2024-2025

This Fiscal Year 2024-2025 Budget Compensation and Benefit Programs document is provided for general guidance only and does not create a binding contract or any other obligation or liability on the City.

The City reserves the right to change the information in this document at any time and for any reason, formally or informally, and with or without notice. The conditions set forth in this document do not create an express or implied contract with any person.

City of Orem Police Department Step Program Salary Ranges

Effective July 1, 2024

Hourly Pay Rates

Position	Pay Range	
	Minimum	Maximum
Police Records Clerk	\$19.50	\$27.80
Police Records Office Supervisor	\$28.64	\$35.22
Animal Control Officer I	\$20.59	\$22.50
Animal Control Officer II	\$23.18	\$25.33
Senior Animal Control Officer	\$26.09	\$28.51
Neighborhood Improvement Officer	\$21.56	\$30.74
Neighborhood Improvement Supervisor	\$31.66	\$34.60
Victim Advocate	\$22.65	\$32.29
Victim Advocate Supervisor	\$32.61	\$35.64
Forensic Evidence Technician I	\$23.09	\$25.23
Senior Forensic Evidence Technician	\$25.99	\$32.92
Community Response Coordinator	\$27.77	\$39.59
Police Analyst	\$27.47	\$39.17
Police Officer I	\$29.42	\$32.14
Police Officer II	\$32.79	\$35.83
Senior Police Officer	\$36.54	\$39.93
Master Police Officer	\$40.73	\$43.64
Police Sergeant	\$44.08	\$51.65
Police Lieutenant	\$52.17	\$60.48
Police Captain	\$61.08	\$70.81

Monthly Pay Rates

Position	Pay Range	
	Minimum	Maximum
Police Records Clerk	\$3,380	\$4,819
Police Records Office Supervisor	\$4,964	\$6,105
Animal Control Officer I	\$3,570	\$3,900
Animal Control Officer II	\$4,018	\$4,390
Senior Animal Control Officer	\$4,522	\$4,941
Neighborhood Improvement Officer	\$3,737	\$5,328
Neighborhood Improvement Supervisor	\$5,488	\$5,997
Victim Advocate	\$3,926	\$5,597
Victim Advocate Supervisor	\$5,653	\$6,177
Forensic Evidence Technician I	\$4,002	\$4,373
Senior Forensic Evidence Technician	\$4,504	\$5,706
Community Response Coordinator	\$4,813	\$6,862
Police Analyst	\$4,762	\$6,789
Police Officer I	\$5,099	\$5,571
Police Officer II	\$5,683	\$6,210
Senior Police Officer	\$6,334	\$6,921
Master Police Officer	\$7,060	\$7,565
Police Sergeant	\$7,640	\$8,953
Police Lieutenant	\$9,043	\$10,483
Police Captain	\$10,588	\$12,274

Annual Pay Rates

Position	Pay Range	
	Minimum	Maximum
Police Records Clerk	\$40,560	\$57,829
Police Records Office Supervisor	\$59,564	\$73,256
Animal Control Officer I	\$42,834	\$46,806
Animal Control Officer II	\$48,210	\$52,681
Senior Animal Control Officer	\$54,261	\$59,292
Neighborhood Improvement Officer	\$44,847	\$63,942
Neighborhood Improvement Supervisor	\$65,860	\$71,967
Victim Advocate	\$47,108	\$67,164
Victim Advocate Supervisor	\$67,836	\$74,126
Forensic Evidence Technician I	\$48,023	\$52,476
Senior Forensic Evidence Technician	\$54,050	\$68,469
Community Response Coordinator	\$57,753	\$82,342
Police Analyst	\$57,139	\$81,466
Police Officer I	\$61,184	\$66,857
Police Officer II	\$68,194	\$74,518
Senior Police Officer	\$76,008	\$83,056
Master Police Officer	\$84,717	\$90,775
Police Sergeant	\$91,683	\$107,437
Police Lieutenant	\$108,512	\$125,795
Police Captain	\$127,053	\$147,289

EXHIBIT "A"

EXHIBIT "B"

EXHIBIT "C"

City of Orem Fire Department Step Program Salary Ranges
Effective July 1, 2024

Hourly Pay Rates

Position	Pay Range	
	Minimum	Maximum
Fire Service Specialist	\$20.81	\$29.66
Emergency Manager	\$37.08	\$44.28
Fire Inspector I	\$28.06	\$30.67
Fire Inspector II	\$31.59	\$34.51
Senior Fire Inspector	\$35.55	\$38.85
Deputy Fire Marshall	\$44.72	\$50.33
Firefighter / Basic EMT	\$15.97	\$16.44
Firefighter I (Advanced EMT)	\$16.77	\$18.33
Firefighter II (Advanced EMT)	\$18.88	\$20.63
Senior Firefighter (Advanced EMT)	\$21.25	\$23.22
Master Firefighter (Advanced EMT)	\$23.92	\$26.13
Fire Engineer	\$26.92	\$30.29
Firefighter Paramedic I	\$20.30	\$22.18
Firefighter Paramedic II	\$22.85	\$24.97
Senior Firefighter Paramedic	\$25.72	\$28.10
Master Firefighter Paramedic	\$28.94	\$31.63
Critical Care Paramedic	\$32.26	\$32.26
Fire Captain	\$32.42	\$35.95
Fire Battalion Chief	\$36.31	\$40.87
Fire Division Chief	\$50.84	\$57.22
Assistant Fire Chief	\$57.79	\$65.04

Monthly Pay Rates

Position	Pay Range	
	Minimum	Maximum
Fire Service Specialist	\$3,606	\$5,142
Emergency Manager	\$6,428	\$7,675
Fire Inspector I	\$4,864	\$5,315
Fire Inspector II	\$5,475	\$5,982
Senior Fire Inspector	\$6,162	\$6,733
Deputy Fire Marshall	\$7,752	\$8,725
Firefighter / Basic EMT	\$3,874	\$3,991
Firefighter I (Advanced EMT)	\$4,070	\$4,448
Firefighter II (Advanced EMT)	\$4,581	\$5,006
Senior Firefighter (Advanced EMT)	\$5,156	\$5,634
Master Firefighter (Advanced EMT)	\$5,803	\$6,342
Fire Engineer	\$6,532	\$7,352
Firefighter Paramedic I	\$4,926	\$5,383
Firefighter Paramedic II	\$5,544	\$6,059
Senior Firefighter Paramedic	\$6,240	\$6,819
Master Firefighter Paramedic	\$7,024	\$7,675
Critical Care Paramedic	\$7,828	\$7,828
Fire Captain	\$7,867	\$8,725
Fire Battalion Chief	\$8,812	\$9,918
Fire Division Chief	\$8,812	\$9,918
Assistant Fire Chief	\$10,017	\$11,274

Annual Pay Rates

Position	Pay Range	
	Minimum	Maximum
Fire Service Specialist	\$43,276	\$61,702
Emergency Manager	\$77,131	\$92,098
Fire Inspector I	\$58,371	\$63,784
Fire Inspector II	\$65,697	\$71,789
Senior Fire Inspector	\$73,943	\$80,799
Deputy Fire Marshall	\$93,019	\$104,694
Firefighter / Basic EMT	\$46,492	\$47,887
Firefighter I (Advanced EMT)	\$48,845	\$53,374
Firefighter II (Advanced EMT)	\$54,975	\$60,073
Senior Firefighter (Advanced EMT)	\$61,875	\$67,613
Master Firefighter (Advanced EMT)	\$69,641	\$76,099
Fire Engineer	\$78,381	\$88,219
Firefighter Paramedic I	\$59,114	\$64,596
Firefighter Paramedic II	\$66,534	\$72,703
Senior Firefighter Paramedic	\$74,884	\$81,828
Master Firefighter Paramedic	\$84,283	\$92,098
Critical Care Paramedic	\$93,940	\$93,940
Fire Captain	\$94,410	\$104,694
Fire Battalion Chief	\$105,741	\$119,012
Fire Division Chief	\$105,741	\$119,012
Assistant Fire Chief	\$120,202	\$135,289

City of Orem Public Works Step Program Salary Ranges

Effective July 1, 2024

Hourly Pay Rates

Position	Pay Range	
	Minimum	Maximum
Public Works Apprentice	\$17.50	\$17.50
Public Works Technician I	\$20.01	\$21.86
Public Works Technician II	\$22.52	\$24.61
Public Works Technician III	\$25.35	\$27.70
Public Works Operator I	\$21.79	\$23.81
Public Works Operator II	\$24.52	\$26.80
Public Works Operator III	\$27.60	\$30.16
Fleet Mechanic I	\$23.33	\$25.50
Fleet Mechanic II	\$26.26	\$28.70
Fleet Mechanic III	\$29.56	\$32.30
Lead Fleet Mechanic	\$33.27	\$38.57
Traffic Signal Engineer	\$36.96	\$40.38
Senior Traffic Signal Engineer	\$42.40	\$46.33
Public Works Crew Leader	\$30.46	\$35.31
Public Works Program Manager	\$30.46	\$35.31
GIS Analyst I	\$31.37	\$34.28
GIS Analyst II	\$35.31	\$38.59
Senior GIS Analyst	\$39.74	\$42.16
GIS Administrator	\$42.59	\$53.95
Public Works Coordinator	\$35.67	\$38.97
Public Works Field Supervisor	\$39.36	\$42.18

Monthly Pay Rates

Position	Pay Range	
	Minimum	Maximum
Public Works Apprentice	\$3,033	\$3,033
Public Works Technician I	\$3,468	\$3,790
Public Works Technician II	\$3,904	\$4,266
Public Works Technician III	\$4,394	\$4,801
Public Works Operator I	\$3,776	\$4,127
Public Works Operator II	\$4,250	\$4,645
Public Works Operator III	\$4,784	\$5,228
Fleet Mechanic I	\$4,045	\$4,420
Fleet Mechanic II	\$4,552	\$4,974
Fleet Mechanic III	\$5,124	\$5,599
Lead Fleet Mechanic	\$5,767	\$6,685
Traffic Signal Engineer	\$6,406	\$7,000
Senior Traffic Signal Engineer	\$7,350	\$8,031
Public Works Crew Leader	\$5,280	\$6,121
Public Works Program Manager	\$5,280	\$6,121
GIS Analyst I	\$5,438	\$5,942
GIS Analyst II	\$6,121	\$6,688
Senior GIS Analyst	\$6,889	\$7,308
GIS Administrator	\$7,382	\$9,351
Public Works Coordinator	\$6,182	\$6,755
Public Works Field Supervisor	\$6,823	\$7,311

Annual Pay Rates

Position	Pay Range	
	Minimum	Maximum
Public Works Apprentice	\$36,400	\$36,400
Public Works Technician I	\$41,620	\$45,479
Public Works Technician II	\$46,843	\$51,187
Public Works Technician III	\$52,723	\$57,611
Public Works Operator I	\$45,318	\$49,520
Public Works Operator II	\$51,005	\$55,735
Public Works Operator III	\$57,407	\$62,730
Fleet Mechanic I	\$48,535	\$53,036
Fleet Mechanic II	\$54,627	\$59,692
Fleet Mechanic III	\$61,483	\$67,184
Lead Fleet Mechanic	\$69,199	\$80,221
Traffic Signal Engineer	\$76,868	\$83,996
Senior Traffic Signal Engineer	\$88,196	\$96,374
Public Works Crew Leader	\$63,358	\$73,449
Public Works Program Manager	\$63,358	\$73,449
GIS Analyst I	\$65,258	\$71,309
GIS Analyst II	\$73,449	\$80,259
Senior GIS Analyst	\$82,667	\$87,702
GIS Administrator	\$88,579	\$112,209
Public Works Coordinator	\$74,183	\$81,062
Public Works Field Supervisor	\$81,873	\$87,727

EXHIBIT "A"

EXHIBIT "B"

EXHIBIT "C"

City of Orem Management Services Step Program Salary Ranges

Effective July 1, 2024

Hourly Pay Rates

Position	Pay Range	
	Minimum	Maximum
Technical Support Specialist	\$22.00	\$27.87
Technical Support Supervisor	\$28.15	\$40.13
Security Technician	\$25.47	\$27.83
Security Administrator	\$28.67	\$31.33
Associate Security Engineer	\$32.89	\$35.94
Security Engineer I	\$40.86	\$44.65
Security Engineer II	\$45.55	\$49.77
Lead Security Engineer	\$50.76	\$55.47
Systems Technician	\$24.24	\$26.49
Systems Administrator	\$27.02	\$29.52
Associate Systems Engineer	\$33.22	\$36.30
Systems Engineer I	\$40.46	\$44.21
Systems Engineer II	\$45.10	\$49.28
Lead Systems Engineer	\$50.27	\$54.93
Network Apprentice	\$22.66	\$23.34
Network Technician	\$25.47	\$27.83
Network Administrator	\$28.67	\$31.33
Associate Network Engineer	\$32.89	\$35.94
Network Engineer I	\$40.86	\$44.65
Network Engineer II	\$45.55	\$49.77
Lead Network Engineer	\$50.76	\$55.47
Associate Software Engineer	\$33.46	\$36.56
Software Engineer	\$37.65	\$41.15

Monthly Pay Rates

Position	Pay Range	
	Minimum	Maximum
Technical Support Specialist	\$3,813	\$4,831
Technical Support Supervisor	\$4,879	\$6,956
Security Technician	\$4,415	\$4,825
Security Administrator	\$4,969	\$5,430
Associate Security Engineer	\$5,702	\$6,230
Security Engineer I	\$7,083	\$7,740
Security Engineer II	\$7,895	\$8,627
Lead Security Engineer	\$8,799	\$9,615
Systems Technician	\$4,201	\$4,591
Systems Administrator	\$4,683	\$5,117
Associate Systems Engineer	\$5,758	\$6,292
Systems Engineer I	\$7,014	\$7,664
Systems Engineer II	\$7,817	\$8,542
Lead Systems Engineer	\$8,713	\$9,521
Network Apprentice	\$3,928	\$4,046
Network Technician	\$4,415	\$4,825
Network Administrator	\$4,969	\$5,430
Associate Network Engineer	\$5,702	\$6,230
Network Engineer I	\$7,083	\$7,740
Network Engineer II	\$7,895	\$8,627
Lead Network Engineer	\$8,799	\$9,615
Associate Software Engineer	\$5,799	\$6,337
Software Engineer	\$6,527	\$7,132

Annual Pay Rates

Position	Pay Range	
	Minimum	Maximum
Technical Support Specialist	\$45,760	\$57,967
Technical Support Supervisor	\$58,547	\$83,474
Security Technician	\$52,982	\$57,895
Security Administrator	\$59,632	\$65,161
Associate Security Engineer	\$68,419	\$74,764
Security Engineer I	\$84,996	\$92,877
Security Engineer II	\$94,735	\$103,519
Lead Security Engineer	\$105,590	\$115,381
Systems Technician	\$50,415	\$55,090
Systems Administrator	\$56,192	\$61,402
Associate Systems Engineer	\$69,096	\$75,503
Systems Engineer I	\$84,163	\$91,967
Systems Engineer II	\$93,807	\$102,505
Lead Systems Engineer	\$104,555	\$114,250
Network Apprentice	\$47,133	\$48,547
Network Technician	\$52,982	\$57,895
Network Administrator	\$59,632	\$65,161
Associate Network Engineer	\$68,419	\$74,764
Network Engineer I	\$84,996	\$92,877
Network Engineer II	\$94,735	\$103,519
Lead Network Engineer	\$105,590	\$115,381
Associate Software Engineer	\$69,587	\$76,039
Software Engineer	\$78,320	\$85,583

Senior Software Engineer	\$42.38	\$46.31
HR Generalist	\$23.53	\$33.55
Safety Specialist	\$26.82	\$30.19
Safety & Compliance Officer	\$31.10	\$35.00
Communications Specialist / Deputy PIO	\$28.20	\$39.04
Management Analyst	\$29.67	\$34.39
Senior Management Analyst	\$35.43	\$42.30

Senior Software Engineer	\$7,346	\$8,027
HR Generalist	\$4,079	\$5,816
Safety Specialist	\$4,650	\$5,233
Safety & Compliance Officer	\$5,390	\$6,067
Communications Specialist / Deputy PIO	\$4,888	\$6,766
Management Analyst	\$5,143	\$5,962
Senior Management Analyst	\$6,140	\$7,332

Senior Software Engineer	\$88,150	\$96,324
HR Generalist	\$48,947	\$69,787
Safety Specialist	\$55,795	\$62,798
Safety & Compliance Officer	\$64,682	\$72,800
Communications Specialist / Deputy PIO	\$58,656	\$81,194
Management Analyst	\$61,710	\$71,539
Senior Management Analyst	\$73,685	\$87,984

City of Orem Library Step Program Salary Ranges

Effective July 1, 2024

Hourly Pay Rates

Position	Pay Range	
	Minimum	Maximum
Associate Librarian I	\$20.39	\$22.28
Associate Librarian II	\$22.95	\$25.08
Associate Librarian III	\$25.83	\$30.84
Librarian I	\$31.15	\$34.04
Librarian II	\$35.06	\$38.31
Senior Librarian	\$39.46	\$39.46

Monthly Pay Rates

Position	Pay Range	
	Minimum	Maximum
Associate Librarian I	\$3,534	\$3,862
Associate Librarian II	\$3,978	\$4,347
Associate Librarian III	\$4,477	\$5,346
Librarian I	\$5,399	\$5,900
Librarian II	\$6,077	\$6,640
Senior Librarian	\$6,840	\$6,840

Annual Pay Rates

Position	Pay Range	
	Minimum	Maximum
Associate Librarian I	\$42,410	\$46,343
Associate Librarian II	\$47,733	\$52,159
Associate Librarian III	\$53,724	\$64,149
Librarian I	\$64,790	\$70,798
Librarian II	\$72,922	\$79,684
Senior Librarian	\$82,075	\$82,075

City of Orem Recreation Step Program Salary Ranges

Effective July 1, 2024

Hourly Pay Rates

Position	Pay Range	
	Minimum	Maximum
Recreation Coordinator	\$23.50	\$28.07
Senior Recreation Coordinator	\$28.91	\$32.54
Events Coordinator	\$23.50	\$28.91
Events Manager	\$32.86	\$35.91
Senior Center Manager	\$32.86	\$35.91

Monthly Pay Rates

Position	Pay Range	
	Minimum	Maximum
Recreation Coordinator	\$4,074	\$4,865
Senior Recreation Coordinator	\$5,011	\$5,639
Events Coordinator	\$4,074	\$5,011
Events Manager	\$5,696	\$6,224
Senior Center Manager	\$5,696	\$6,224

Annual Pay Rates

Position	Pay Range	
	Minimum	Maximum
Recreation Coordinator	\$48,889	\$58,376
Senior Recreation Coordinator	\$60,127	\$67,674
Events Coordinator	\$48,889	\$60,127
Events Manager	\$68,351	\$74,688
Senior Center Manager	\$68,351	\$74,688

EXHIBIT "A"

EXHIBIT "B"

EXHIBIT "C"

City of Orem Finance Department Step Program Salary Ranges

Effective July 1, 2024

Hourly Pay Rates

Position	Pay Range	
	Minimum	Maximum
Customer Service Apprentice	\$19.00	\$20.57
Customer Service Specialist	\$21.18	\$23.15
Senior CSS	\$23.84	\$26.05
Lead CSS	\$28.14	\$30.75
Customer Service Supervisor	\$31.05	\$36.00
Judicial Assistant I	\$20.00	\$21.85
Judicial Assistant II	\$22.51	\$24.60
Judicial Assistant III	\$25.34	\$25.34
Judicial Case Manager	\$25.59	\$32.42
Storekeeper/Buyer	\$19.00	\$21.38
Warehouse Lead	\$23.52	\$29.80
Accountant	\$27.61	\$39.36
Senior Accountant	\$39.75	\$50.36

Monthly Pay Rates

Position	Pay Range	
	Minimum	Maximum
Customer Service Apprentice	\$3,293	\$3,565
Customer Service Specialist	\$3,672	\$4,012
Senior CSS	\$4,133	\$4,516
Lead CSS	\$4,877	\$5,329
Customer Service Supervisor	\$5,383	\$6,240
Judicial Assistant I	\$3,467	\$3,788
Judicial Assistant II	\$3,902	\$4,264
Judicial Assistant III	\$4,391	\$4,391
Judicial Case Manager	\$4,435	\$5,619
Storekeeper/Buyer	\$3,293	\$3,707
Warehouse Lead	\$4,077	\$5,165
Accountant	\$4,785	\$6,822
Senior Accountant	\$6,891	\$8,729

Annual Pay Rates

Position	Pay Range	
	Minimum	Maximum
Customer Service Apprentice	\$39,520	\$42,778
Customer Service Specialist	\$44,061	\$48,147
Senior CSS	\$49,591	\$54,190
Lead CSS	\$58,525	\$63,952
Customer Service Supervisor	\$64,591	\$74,879
Judicial Assistant I	\$41,600	\$45,457
Judicial Assistant II	\$46,821	\$51,163
Judicial Assistant III	\$52,698	\$52,698
Judicial Case Manager	\$53,225	\$67,423
Storekeeper/Buyer	\$39,520	\$44,480
Warehouse Lead	\$48,928	\$61,981
Accountant	\$57,420	\$81,867
Senior Accountant	\$82,686	\$104,744

City of Orem Legal Department Step Program Salary Ranges

Effective July 1, 2024

Hourly Pay Rates

Position	Minimum	Maximum
Legal Assistant	\$24.12	\$34.39
Legal Specialist	\$29.09	\$41.47

Monthly Pay Rates

Position	Minimum	Maximum
Legal Assistant	\$4,181	\$5,961
Legal Specialist	\$5,042	\$7,188

Annual Pay Rates

Position	Minimum	Maximum
Legal Assistant	\$50,170	\$71,531
Legal Specialist	\$60,507	\$86,258

City of Orem Development Services Step Program Salary Ranges

Effective July 1, 2024

Hourly Pay Rates

Position	Pay Range	
	Minimum	Maximum
Custodian	\$18.50	\$20.22
Custodial Supervisor	\$20.42	\$25.86
Development Services Technician	\$20.39	\$29.07
Facilities Maintenance Tech I	\$21.99	\$24.03
Facilities Maintenance Tech II	\$24.75	\$27.04
Senior Facilities Maintenance Tech	\$27.85	\$30.44
Building Maintenance Supervisor	\$30.74	\$38.94
Associate Planner	\$26.40	\$28.85
Planner	\$30.29	\$33.10
Senior Planner	\$36.41	\$46.13
Building Inspector Apprentice	\$24.48	\$28.75
Building Inspector	\$29.04	\$31.73
Senior Building Inspector	\$33.32	\$42.20
Construction Engineer	\$36.96	\$40.38
Senior Construction Engineer	\$42.40	\$46.33
Associate Engineer	\$32.69	\$35.72
Engineer I	\$36.80	\$40.21
Engineer II	\$41.41	\$45.25
Senior Engineer	\$46.61	\$57.33
Plans Examiner	\$42.63	\$46.58
City Surveyor	\$37.18	\$53.00

Monthly Pay Rates

Position	Pay Range	
	Minimum	Maximum
Custodian	\$3,207	\$3,504
Custodial Supervisor	\$3,539	\$4,483
Development Services Technician	\$3,534	\$5,039
Facilities Maintenance Tech I	\$3,811	\$4,165
Facilities Maintenance Tech II	\$4,290	\$4,687
Senior Facilities Maintenance Tech	\$4,828	\$5,276
Building Maintenance Supervisor	\$5,329	\$6,750
Associate Planner	\$4,577	\$5,001
Planner	\$5,251	\$5,738
Senior Planner	\$6,312	\$7,995
Building Inspector Apprentice	\$4,244	\$4,983
Building Inspector	\$5,033	\$5,500
Senior Building Inspector	\$5,775	\$7,315
Construction Engineer	\$6,406	\$7,000
Senior Construction Engineer	\$7,350	\$8,031
Associate Engineer	\$5,667	\$6,192
Engineer I	\$6,378	\$6,969
Engineer II	\$7,178	\$7,844
Senior Engineer	\$8,079	\$9,937
Plans Examiner	\$7,389	\$8,074
City Surveyor	\$6,444	\$9,187

Annual Pay Rates

Position	Pay Range	
	Minimum	Maximum
Custodian	\$38,480	\$42,048
Custodial Supervisor	\$42,469	\$53,798
Development Services Technician	\$42,410	\$60,467
Facilities Maintenance Tech I	\$45,736	\$49,977
Facilities Maintenance Tech II	\$51,476	\$56,249
Senior Facilities Maintenance Tech	\$57,937	\$63,309
Building Maintenance Supervisor	\$63,942	\$81,000
Associate Planner	\$54,919	\$60,011
Planner	\$63,012	\$68,854
Senior Planner	\$75,740	\$95,945
Building Inspector Apprentice	\$50,925	\$59,800
Building Inspector	\$60,398	\$65,999
Senior Building Inspector	\$69,298	\$87,785
Construction Engineer	\$76,868	\$83,996
Senior Construction Engineer	\$88,196	\$96,374
Associate Engineer	\$68,000	\$74,305
Engineer I	\$76,535	\$83,631
Engineer II	\$86,140	\$94,128
Senior Engineer	\$96,952	\$119,238
Plans Examiner	\$88,663	\$96,885
City Surveyor	\$77,327	\$110,249

EXHIBIT "A"

EXHIBIT "B"

EXHIBIT "C"

COMPENSATION & BENEFIT PROGRAMS – FY 2024-2025

EXECUTIVE POSITIONS	Salary Min	Salary Max	DEPT	AUTHORIZED		
				FY '23	FY '24	FY '25
City Manager	N/A	N/A	CM	1	1	1
Assistant City Manager	\$148,424	\$222,636	CM	1	1	1
Chief of Police	\$136,796	\$205,194	PD	1	1	1
Fire Chief	\$136,796	\$205,194	FD	1	1	1
Finance Director	\$126,080	\$189,120	FIN	1	1	1
Library & Recreation Director	\$126,080	\$189,120	LIB/REC	1	1	1
Management Services Director	\$126,080	\$189,120	MS	1	1	1
Public Works Director	\$126,080	\$189,120	PW	1	1	1
MERIT POSITIONS	Salary Min	Salary Max	DEPT	AUTHORIZED		
				FY '23	FY '24	FY '25
Assistant City Attorney	\$89,261	\$133,891	LS	3	3	3
Assistant City Engineer	\$95,888	\$143,832	DS	1	1	1
Assistant Development Services Director	\$104,039	\$156,059	DS	1	1	1
Assistant Public Works Director	\$104,039	\$156,059	PW	1	1	1
Budget Division Manager	\$82,252	\$123,378	FIN	1	1	1
Building Maintenance Division Manager	\$78,795	\$118,193	DS	1	1	1
Capital Projects Manager	\$90,976	\$136,464	DS	1	1	1
Chief Building Official	\$82,252	\$123,378	DS	1	1	1
City Engineer	\$109,241	\$163,861	DS	1	1	1
City Recorder	\$81,453	\$122,180	MS	1	1	1
Communications Manager - PIO	\$91,028	\$136,542	MS	1	1	1
Deputy Building Official	\$65,020	\$97,530	DS	1	1	1
Deputy Chief of Police	\$113,321	\$169,982	PD	0	1	1
Deputy City Attorney	\$113,321	\$169,981	LS	1	1	1
Development & Security Division Manager	\$95,888	\$143,832	MS	0	1	1
Director of Legislative Counsel	\$113,321	\$169,981	MS	1	1	1
Economic Development Division Manager	\$75,071	\$112,607	DS	1	1	1
Engineering Construction Section Manager	\$88,377	\$132,566	DS	1	1	1
Engineering Design Section Manager	\$88,377	\$132,566	DS	1	1	1
Engineering Private Development Section Manager	\$88,377	\$132,566	DS	0	1	1
Fleet Division Manager	\$75,071	\$112,607	PW	1	1	1
GIS Division Manager	\$90,976	\$136,464	PW	0	1	1
Human Resource Division Manager	\$98,765	\$148,147	MS	1	1	1
IT Division Manager	\$95,888	\$143,832	MS	1	1	1
IT Programming Section Manager	\$82,252	\$123,378	MS	1	1	1
Justice Court Administrator	\$81,113	\$121,670	FIN	1	1	1
Library Division Manager	\$81,453	\$122,180	LIB	1	1	1
Parks Division Manager	\$75,071	\$112,607	PW	1	1	1
Prosecutor	\$89,261	\$133,891	LS	2	2	2
Recreation Fitness Center Manager	\$75,822	\$113,733	REC	1	1	1
Recreation Manager - Programs	\$75,822	\$113,733	REC	1	1	1
Risk Manager	\$77,279	\$115,919	MS	1	1	1
Storm Water Division Manager	\$90,976	\$136,464	PW	1	1	1
Strategy and Innovation Division Manager	\$88,377	\$132,566	MS	0	1	1

MERIT POSITIONS	Salary Min	Salary Max	DEPT	AUTHORIZED		
				FY '23	FY '24	FY '25
Streets Division Manager	\$90,976	\$136,464	PW	1	1	1
Traffic Operations Division Manager	\$90,976	\$136,464	PW	1	1	1
Transportation Engineer	\$90,976	\$136,464	DS	1	2	1
Treasury Division Manager	\$82,252	\$123,378	FIN	1	1	1
Water Division Manager	\$90,976	\$136,464	PW	1	1	1
Water Reclamation Division Manager	\$90,976	\$136,464	PW	1	1	1

COMPENSATION & BENEFIT PROGRAMS – FY 2024-2025

HYBRID STEP POSITIONS	Salary Min	Salary Max	DEPT	AUTHORIZED		
				FY '23	FY '24	FY '25
Accountant	\$57,420	\$81,867	FIN	1	2	2
Administrative Assistant	\$42,016	\$59,905	Various	1	1	1
Animal Control Officer I	\$42,834	\$46,806	PD	0	0	0
Animal Control Officer II	\$48,210	\$52,681	PD	0	0	0
Assistant Fire Chief	\$120,202	\$135,289	FD	2	2	2
Associate Engineer	\$68,000	\$74,305	DS	1	1	1
Associate Librarian I	\$42,410	\$46,343	LIB	14	17	17
Associate Librarian II	\$47,733	\$52,159	LIB	0	0	0
Associate Librarian III	\$53,724	\$64,149	LIB	0	0	0
Associate Network Engineer	\$68,419	\$74,764	MS	0	0	0
Associate Planner	\$54,919	\$60,011	DS	2	2	2
Associate Security Engineer	\$68,419	\$74,764	MS	0	0	0
Associate Software Engineer	\$69,587	\$76,040	MS	0	0	0
Associate Systems Engineer	\$69,096	\$75,503	MS	0	0	0
Building Inspector	\$60,398	\$65,999	DS	3	3	3
Building Inspector Apprentice	\$50,925	\$59,800	DS	0	0	0
Building Maintenance Supervisor	\$63,942	\$81,000	DS	2	2	2
City Surveyor	\$77,327	\$110,250	DS	1	1	1
Communications Specialist / Deputy PIO	\$58,656	\$81,194	MS	0	1	1
Community Response Coordinator	\$57,753	\$82,342	PD	0	1	1
Construction Engineer	\$76,868	\$83,996	DS	3	1	1
Critical Care Paramedic	\$93,940	\$93,940	FD	0	0	0
Custodial Supervisor	\$42,469	\$53,798	DS	4	4	4
Custodian	\$38,480	\$42,048	DS	1	1	1
Customer Service Apprentice	\$39,520	\$42,778	FIN	0	0	0
Customer Service Specialist	\$44,061	\$48,147	FIN	9	9	9
Customer Service Supervisor	\$64,591	\$74,879	FIN	2	2	2
Deputy Fire Marshall	\$93,019	\$104,694	FD	0	1	1
Development Services Technician	\$42,410	\$60,467	DS	0	0	0
Emergency Manager	\$77,131	\$92,098	FD	1	1	1
Engineer I	\$76,535	\$83,631	DS	0	1	1
Engineer II	\$86,140	\$94,128	DS	3	1	2
Events Coordinator	\$48,889	\$60,127	REC	1	2	1
Events Manager	\$68,351	\$74,688	REC	0	0	1
Executive Assistant	\$70,141	\$78,944	Various	2	2	2

EXHIBIT "A"

EXHIBIT "B"

EXHIBIT "C"

EXHIBIT "A"

EXHIBIT "B"

EXHIBIT "C"

HYBRID STEP POSITIONS	Salary Min	Salary Max	DEPT	AUTHORIZED		
				FY '23	FY '24	FY '25
Facilities Maintenance Tech I	\$45,736	\$49,977	DS	2	2	2
Facilities Maintenance Tech II	\$51,476	\$56,249	DS	0	0	0
Fire Battalion Chief	\$105,741	\$119,012	FD	3	3	3
Fire Captain	\$94,410	\$104,694	FD	12	12	12
Fire Division Chief	\$105,741	\$119,012	FD	3	3	3
Fire Engineer	\$78,381	\$88,219	FD	12	12	12
Fire Inspector I	\$58,371	\$63,784	FD	0	0	0
Fire Inspector II	\$65,697	\$71,789	FD	0	0	0
Fire Service Specialist	\$43,276	\$61,702	FD	2	0	0
Firefighter / Basic EMT	\$46,492	\$47,887	FD	0	0	0
Firefighter I / Advanced EMT	\$48,845	\$53,374	FD	0	0	0
Firefighter II / Advanced EMT	\$54,975	\$60,073	FD	13	13	13
Firefighter/Paramedic I	\$59,114	\$64,596	FD	32	32	32
Firefighter/Paramedic II	\$66,534	\$72,703	FD	0	0	0
Fleet Mechanic I	\$48,535	\$53,036	PW	0	0	0
Fleet Mechanic II	\$54,627	\$59,692	PW	0	0	0
Fleet Mechanic III	\$61,483	\$67,184	PW	4	4	4
Forensic Evidence Technician	\$48,023	\$52,476	PD	1	2	2
GIS Administrator	\$88,579	\$112,209	PW	0	1	1
GIS Analyst I	\$65,258	\$71,309	PW	0	2	2
GIS Analyst II	\$73,449	\$80,259	PW	0	2	2
HR Generalist	\$48,947	\$69,787	MS	2	2	4
Judicial Assistant I	\$41,600	\$45,457	FIN	0	0	0
Judicial Assistant II	\$46,821	\$51,163	FIN	4	4	4
Judicial Assistant III	\$52,698	\$52,698	FIN	0	0	0
Judicial Case Manager	\$53,225	\$67,423	FIN	2	2	2
Lead Customer Service Specialist	\$58,525	\$63,952	FIN	0	0	0
Lead Fleet Mechanic	\$69,199	\$80,221	PW	1	1	1
Lead Network Engineer	\$105,590	\$115,381	MS	0	0	0
Lead Security Engineer	\$105,590	\$115,381	MS	0	0	0
Lead Systems Engineer	\$104,555	\$114,250	MS	0	0	0
Legal Assistant	\$50,169	\$71,529	LEG	2	2	2
Legal Specialist	\$60,504	\$86,264	LEG	1	1	1
Librarian I	\$64,790	\$70,798	LIB	6	6	6
Librarian II	\$72,922	\$79,684	LIB	0	0	0
Management Analyst	\$61,710	\$71,539	MS	2	2	2
Master Firefighter / Advanced EMT	\$69,641	\$76,099	FD	0	0	0
Master Firefighter/Paramedic	\$84,283	\$92,098	FD	0	0	0
Master Police Officer	\$84,718	\$90,776	PD	0	0	0
Neighborhood Improvement Officer	\$44,847	\$63,942	PD	2	2	2
Neighborhood Improvement Supervisor (Team Manager)	\$65,860	\$71,967	PD	0	1	1
Network Administrator	\$59,632	\$65,161	MS	0	0	0
Network Apprentice	\$47,133	\$48,547	MS	0	0	0
Network Engineer I	\$84,996	\$92,877	MS	0	2	2
Network Engineer II	\$94,735	\$103,519	MS	0	0	0
Network Technician	\$52,982	\$57,895	MS	0	0	0

HYBRID STEP POSITIONS	Salary Min	Salary Max	DEPT	AUTHORIZED		
				FY '23	FY '24	FY '25
NUVAS Animal Care Technician	\$20,800	\$27,040	NUVAS	0	0	0
NUVAS Animal Shelter Technician	\$34,548	\$45,760	NUVAS	0	0	0
NUVAS Assistant Manager	\$50,425	\$74,483	NUVAS	0	0	0
NUVAS Manager	\$68,799	\$115,581	NUVAS	0	0	0
Office Administrator	\$48,708	\$69,446	Various	9	7	7
Planner	\$63,012	\$68,854	DS	0	0	0
Plans Examiner	\$88,663	\$96,885	DS	3	3	3
Police Analyst	\$57,139	\$81,466	PD	1	1	1
Police Captain	\$127,053	\$147,289	PD	3	3	3
Police Lieutenant	\$108,512	\$125,795	PD	7	7	7
Police Officer I	\$61,184	\$66,857	PD	53	57	57
Police Officer II	\$68,195	\$74,518	PD	20	20	20
Police Records Clerk	\$40,560	\$57,829	PD	3	3	3
Police Records Office Supervisor	\$59,564	\$73,256	PD	1	1	1
Police Sergeant	\$91,683	\$107,437	PD	15	15	15
Public Works Apprentice	\$36,400	\$36,400	PW	0	0	0
Public Works Coordinator	\$74,183	\$81,062	PW	2	3	3
Public Works Crew Leader	\$63,358	\$73,449	PW	13	15	15
Public Works Field Supervisor	\$81,873	\$87,727	PW	9	10	10
Public Works Operator I	\$45,318	\$49,520	PW	3	3	3
Public Works Operator II	\$51,005	\$55,735	PW	4	1	1
Public Works Operator III	\$57,407	\$62,730	PW	3	10	10
Public Works Program Manager	\$63,358	\$73,449	PW	15	19	19
Public Works Technician I	\$41,620	\$45,479	PW	20	12	12
Public Works Technician II	\$46,843	\$51,187	PW	12	19	19
Public Works Technician III	\$52,723	\$57,611	PW	8	11	11
Recreation Coordinator	\$48,889	\$58,376	REC	3	3	3
Safety & Compliance Officer	\$64,682	\$72,800	MS	2	3	3
Safety Specialist	\$55,795	\$62,798	MS	0	1	1
Security Administrator	\$59,632	\$65,161	MS	0	1	1
Security Engineer I	\$84,996	\$92,877	MS	0	0	0
Security Engineer II	\$94,735	\$103,519	MS	0	0	0
Security Technician	\$52,982	\$57,895	MS	0	0	0
Senior Accountant	\$82,686	\$104,744	FIN	1	0	0
Senior Animal Control Officer	\$54,261	\$59,292	PD	2	2	2
Senior Building Inspector	\$69,298	\$87,785	DS	1	2	2
Senior Center Manager	\$68,351	\$74,688	REC	1	1	1
Senior Construction Engineer	\$88,196	\$96,374	DS	0	1	1
Senior Customer Service Specialist	\$49,591	\$54,190	FIN	0	0	0
Senior Engineer	\$96,952	\$119,238	DS	0	0	0
Senior Facilities Maintenance Tech	\$57,937	\$63,309	DS	0	0	0
Senior Fire Inspector	\$73,943	\$80,799	FD	3	2	2
Senior Firefighter / Advanced EMT	\$61,875	\$67,613	FD	0	0	0
Senior Firefighter/Paramedic	\$74,884	\$81,828	FD	0	0	0
Senior Forensic Evidence Technician	\$54,050	\$68,469	PD	0	0	0

EXHIBIT "A"

EXHIBIT "B"

EXHIBIT "C"

EXHIBIT "A"

HYBRID STEP POSITIONS	Salary Min	Salary Max	DEPT	AUTHORIZED		
				FY '23	FY '24	FY '25
Senior GIS Analyst	\$82,667	\$87,702	PW	0	1	1
Senior Librarian	\$82,075	\$82,075	LIB	0	0	0
Senior Management Analyst	\$73,685	\$85,421	MS	0	0	0
Senior Planner	\$75,740	\$95,945	DS	2	2	2
Senior Police Officer	\$76,008	\$83,056	PD	0	0	0
Senior Recreation Coordinator	\$60,127	\$67,674	REC	5	4	4
Senior Software Engineer	\$88,151	\$115,017	MS	0	0	0
Software Engineer	\$78,321	\$85,583	MS	6	6	6
Storekeeper/Buyer	\$39,520	\$44,480	FIN	2	2	2
Systems Administrator	\$56,192	\$61,402	MS	0	0	0
Systems Engineer I	\$84,163	\$91,967	MS	2	2	2
Systems Engineer II	\$93,807	\$102,505	MS	0	0	0
Systems Technician	\$50,415	\$55,090	MS	0	0	0
Technical Support Specialist	\$45,760	\$57,967	MS	1	1	1
Technical Support Supervisor	\$58,547	\$83,474	MS	1	1	1
Traffic Operations Engineer I	\$76,868	\$83,996	PW	0	0	0
Traffic Operations Engineer II	\$88,196	\$96,374	PW	0	0	0
Victim Advocate	\$47,108	\$67,165	PD	2	2	2
Victim Advocate Supervisor	\$67,836	\$74,127	PD	1	1	1
Warehouse Lead	\$48,928	\$61,981	FIN	0	0	0

EXHIBIT "B"

EXHIBIT "C"

Individual pay shall be adjusted in accordance with the City's financial capability, the performance of the employee, and the salary plan.

ELECTED OFFICIALS COMPENSATION

Elected officials (Mayor and City Council Members) are designated as part-time employees of the City of Orem. These officials serve at the discretion of the citizens of the City. They receive compensation and benefits based upon laws of the State of Utah and ordinances, policies, and practices adopted by the City. Council Members' salary is \$16,135 annually. The Mayor's salary is \$48,406 annually.

BENEFIT SUMMARY

The City of Orem is committed to providing excellent benefits and a positive work environment where employees are encouraged to balance home and work life. These benefits are reflective of the City of Orem's commitment to employees.

The following benefits are available to full-time and part-time benefitted employees and may vary based upon the employee's date of hire and position:

Retirement

Participation in a Utah Retirement Systems (URS) pension plan is mandatory for most employees. The City pays all or a portion of the benefit depending on which URS plan the employee is eligible to participate in. This valuable benefit provides retirement income based upon salary, length of service, and/or contributions. Visit the URS website for more information (www.urs.org). The City will match an employee's contribution up to 4% in the City's 457 plans. The City also offers a 401k plan to its employees. The City of Orem does not participate in social security, thus no social security deductions are taken from an employee's pay.

Health & Dental Insurance

The City provides each employee the option of participating in a high-deductible health plan (HDHP) offered by the City at a minimal cost to the employee or a traditional plan. The City offers a dental insurance plan with no premium cost for single or family coverage.

Health Savings & Flexible Spending Reimbursement Accounts

The City contributes money quarterly into a Health Savings Account (HSA) for each benefitted employee and also offers an employee contribution match program.

The City makes both types of accounts available to employees to help them save taxes on medical expenses, dental expenses, and/or dependent care expenses.

Employee Assistance Program (EAP)

The City offers an employee assistance program to assist employees and eligible family members with a wide range of personal issues. EAP counselors are available during regular and extended hours. Crisis Line support is available 24/7.

Life Insurance

Group term life insurance is provided for all benefitted employees. The amount of coverage is one times the employee's salary up to \$250,000, with a minimum coverage amount of \$50,000.

Traditional Vacation Plan and Hybrid PTO (Paid Time Off) Plan

The City currently offers two paid time off plans. As of May 1, 2023, all new employees may only participate in the Hybrid PTO plan, but employees hired before that date had the option to continue in the traditional vacation plan or elect the new Hybrid PTO plan. Once elected, employees may not switch back to the traditional vacation plan.

Traditional Vacation Plan: Employees receive 120 hours of vacation annually during years 1-5, increasing to 144 hours of vacation annually during years 6-10 and 168 hours of vacation annually for 11 or more years of service.

Hybrid Paid Time-Off (PTO) Plan: Employees receive 169.26 hours of vacation annually during years 1-5, increasing to 193.18 hours of vacation annually during years 6-10 and 217.36 hours of vacation annually for 11 or more years of service.

Holidays

Employees receive 12 paid holidays consisting of one day of personal leave.

Sick Leave and Short Term Medical Leave (STML, part of the Hybrid PTO plan)

The City currently offers two sick leave plans. As of May 1, 2023 all new employees may only participate in the Hybrid PTO plan, but employees hired before that date had the option to continue in the traditional sick plan or elect the new Hybrid PTO plan. Once elected, employees may not switch back to the traditional sick plan.

Traditional Sick Leave Plan: Employees receive 96 hours of sick leave annually to be used in case of sickness or disability. There is no maximum number of accrued sick leave hours.

Short Term Medical Leave (STML): Employees receive 46.54 hours of STML annually to be used in case of sickness or disability after they have used 40 hours of PTO time. There is no maximum number of accrued sick leave hours. **Long-Term Disability Insurance**

Coverage is available to full and part-time benefited employees. The amount of the benefit is 66 2/3% of salary up to a maximum monthly benefit of \$10,000.

Wellness Program

The City offers a wellness program to help employees gain knowledge, skills, and motivation to improve the quality of their lives and well-being. Other benefits include health screenings, flu shots, and Orem City Recreation Center passes.

For a more detailed list or description of the City of Orem Employee Benefits Package, please contact the Human Resources Office at 801-229-7164.

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City of Orem
56 N. STATE ST OREM
UT 84057
OREM.ORG

RESOLUTION NO.

A RESOLUTION OF THE REDEVELOPMENT AGENCY OF THE
CITY OF OREM, UTAH, APPROVING AND ADOPTING THE
BUDGET FOR FISCAL YEAR 2024-2025, AND AMENDING THE
FISCAL YEAR 2023-2024 BUDGET

WHEREAS on May 14, 2024, the Chief Executive Officer of the Redevelopment Agency of the City of Orem, Utah, presented the tentative budget for Fiscal Year 2024-2025 to the Redevelopment Agency; and

WHEREAS the Board of Directors of the Redevelopment Agency, on due public notice, held a public hearing on Tuesday, June 18, 2024, in the Council Chambers of the Orem City Hall, at which time the budget was considered; and

WHEREAS the Board of Directors of the Redevelopment Agency has now considered the budget as submitted and all information presented at the public hearing, and has now made all changes and amendments which the Board of Directors desires to make; and

WHEREAS the Board of Directors of the Redevelopment Agency has developed a budget in which the anticipated revenues equal the total of appropriated expenditures; and

WHEREAS the original of the Redevelopment Agency budget has now been revised to reflect each and all of the amendments, changes, and modifications, which the Board of Directors believes should be made in the budget.

NOW, THEREFORE, BE IT RESOLVED BY THE REDEVELOPMENT AGENCY OF THE CITY OF OREM, UTAH, as follows:

1. The Board of Directors hereby adopts the budget for Fiscal Year 2024-2025 as amended, modified, and revised, which budget is attached hereto as Exhibit "A" and is incorporated herein by this reference.
2. The Board of Directors hereby amends the Fiscal Year 2023-2024 Budget as shown in Exhibit "B," which is attached hereto and incorporated herein by this reference.
3. The Chief Executive Officer is directed to implement this budget in accordance with State laws and appropriate Redevelopment Agency procedures.
4. A copy of the Redevelopment Agency Budget for the Fiscal Year 2024-2025 shall be placed on file in the office of the Secretary of the Redevelopment Agency of the City of Orem, Utah, and in the Orem Public Library.
5. This resolution shall take effect immediately upon passage.

6. All other resolutions and policies in conflict herewith, either in whole or in part, are hereby repealed.

PASSED AND APPROVED this 18th day of June 2024.

REDEVELOPMENT AGENCY OF THE
CITY OF OREM, by
David A. Young, Chair

ATTEST:

Teresa McKittrick, Secretary

BOARD MEMBERS	AYE	NAY	ABSTAIN
Chair David A. Young	☐	☐	☐
Jenn Gale	☐	☐	☐
Chris Killpack	☐	☐	☐
Jeff Lambson	☐	☐	☐
Tom Macdonald	☐	☐	☐
LaNae Millett	☐	☐	☐
David Spencer	☐	☐	☐

**REDEVELOPMENT AGENCY
OF THE
CITY OF OREM**

TENTATIVE BUDGET

FISCAL YEAR 2024-2025



City of Orem
56 North State Street
Orem, Utah 84057
www.orem.org

**REDEVELOPMENT AGENCY
OF THE
CITY OF OREM
TENTATIVE BUDGET**

FISCAL YEAR 2024-2025

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**REDEVELOPMENT AGENCY
OF THE
CITY OF OREM
TENTATIVE BUDGET**

FISCAL YEAR 2024-2025

REDEVELOPMENT AGENCY FUND

The Redevelopment Agency of the City of Orem (RDA) is a separate legal entity from the City of Orem that has the statutory ability to provide redevelopment services within the City. These redevelopment services include improving, rehabilitating, and redeveloping areas within the City. The City Council acts as the governing authority for the Redevelopment Agency.

REVENUES

Revenues for the Redevelopment Agency Fund are primarily derived from property taxes collected by Utah County and remitted to the City.

REVENUE DESCRIPTION	ACTUAL FY '21-'22	ACTUAL FY '22-'23	ESTIMATED ACTUAL FY '23-'24	TENTATIVE BUDGET FY '24-'25
Haircut - Project Area #85-01	\$ 416,036	\$ -	\$ -	\$ -
Haircut - Project Area #87-10	221,205	-	-	-
Tax Increment - Project Area #90-08	6,659	16,190	-	-
Haircut - Project Area #90-08	111,100	110,248	103,594	-
Tax Increment - University Place CDA	1,244,154	1,320,886	1,315,030	1,325,000
Interest Earnings	26,645	192,041	250,000	-
Miscellaneous Revenue	13,200	13,200	13,200	-
Appropriations of Surplus	-	-	-	65,000
FUND TOTALS	\$ 2,038,999	\$ 1,652,565	\$ 1,681,824	\$ 1,390,000

**REDEVELOPMENT AGENCY
OF THE
CITY OF OREM
TENTATIVE BUDGET**

FISCAL YEAR 2024-2025

REDEVELOPMENT AGENCY FUND

BUDGET SUMMARY

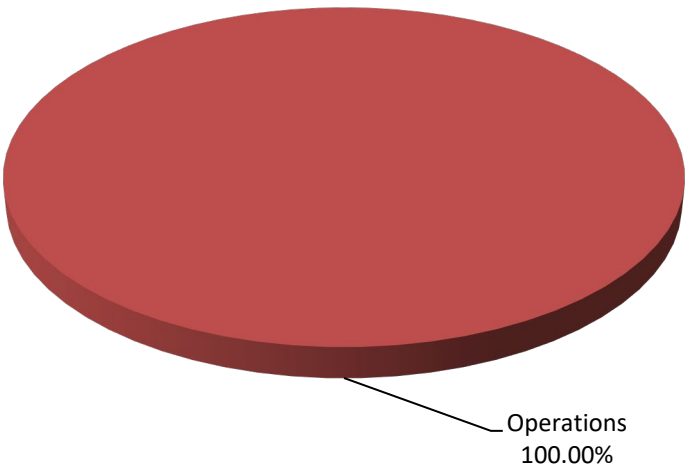
REDEVELOPMENT AGENCY FUND

FY 2024 - 2025

	<u>PERSONNEL</u>	<u>OPERATIONS</u>	<u>CAPITAL</u>	<u>TOTAL</u>
Project Area #85-03B	\$ -	\$ 65,000	\$ -	\$ 65,000
University Place CDA	-	1,325,000	-	1,325,000
TOTALS	\$ -	\$ 1,390,000	\$ -	\$ 1,390,000

REDEVELOPMENT AGENCY FUND

Expenditures by Category



**REDEVELOPMENT AGENCY
OF THE
CITY OF OREM
TENTATIVE BUDGET**

FISCAL YEAR 2024-2025

REDEVELOPMENT AGENCY FUND

EXPENDITURES

PROJECT AREA #85-01

Expenditures in this area improve, rehabilitate, or redevelop areas within the project and provide funds for the payment of debt service on bonds issued for the construction of recreational facilities in 2002. This area no longer has any remaining active project participation agreements.

This project area's normal tax increment expired in calendar year 2014 and its additional tax increment (haircut) expired in calendar year 2021.

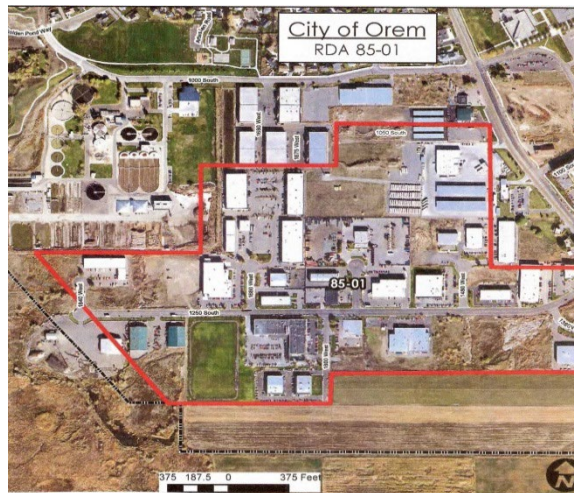
EXPENDITURES DESCRIPTION	ACTUAL FY '21-'22	ACTUAL FY '22-'23	ESTIMATED ACTUAL FY '23-'24	TENTATIVE BUDGET FY '24-'25
Professional & Technical Services	\$ -	\$ 500	\$ 500	\$ -
Capital Projects	-	-	-	-
Contributions to Other Funds	104,000	-	-	-
PROJECT AREA TOTALS	\$ 104,000	\$ 500	\$ 500	\$ -

**REDEVELOPMENT AGENCY
OF THE
CITY OF OREM
TENTATIVE BUDGET**

FISCAL YEAR 2024-2025

Project 85-01: Orem Business Park

Date Created:	March 26, 1985
Base Year for Computing Tax Increment:	1985
Initial Tax Increment Request:	Fiscal Year 1990-91
Calendar Year Ending December 31, 2021 Taxable Value:	\$159,256,255
Base Year Taxable Value:	\$1,472,221
Marginal Value:	\$157,784,034
Calendar Year Beginning January 1, 2024 Increment Percentage:	All Increments Expired



Non-educational "Additional Tax Increment" Budgeted

(as allowed in Utah Code Annotated 17C-1-403)

Calendar Year Ending December 31, 2024:	\$0
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Normal Tax Increment Budgeted:

Calendar Year Ending December 31, 2024:	\$0
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**REDEVELOPMENT AGENCY
OF THE
CITY OF OREM
TENTATIVE BUDGET**

FISCAL YEAR 2024-2025

REDEVELOPMENT AGENCY FUND

EXPENDITURES

PROJECT AREA #85-02

Expenditures in this area improve, rehabilitate, or redevelop areas within the project and provide funds for the payment of debt service on bonds issued for the construction of recreational facilities in 2002.

This project area's normal tax increment expired in calendar year 2013 and its additional tax increment (haircut) expired in calendar year 2020.

EXPENDITURES DESCRIPTION	ACTUAL FY '21-'22	ACTUAL FY '22-'23	ESTIMATED ACTUAL FY '23-'24	TENTATIVE BUDGET FY '24-'25
Professional & Technical Services	\$ -	\$ -	\$ -	\$ -
Capital Projects	750	-	-	-
Contributions to Other Funds	-	-	-	-
PROJECT AREA TOTALS	\$ 750	\$ -	\$ -	\$ -

**REDEVELOPMENT AGENCY
OF THE
CITY OF OREM
TENTATIVE BUDGET**

FISCAL YEAR 2024-2025

Project 85-02: Timpanogos Research and Technology Park

Date Created:	May 14, 1985
Base Year for Computing Tax Increment:	1985
Initial Tax Increment Request:	Fiscal Year 1989-90
Calendar Year Ending December 31, 2021 Taxable Value:	\$93,383,743
Base Year Taxable Value:	\$7,333,972
Marginal Value:	\$86,049,771
Calendar Year Beginning January 1, 2024 Increment Percentage:	All Increments Expired



Non-educational “Additional Tax Increment” Budgeted

(as allowed in Utah Code Annotated 17C-1-403)

Calendar Year Ending December 31, 2024:	\$0
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Normal Tax Increment Budgeted:

Calendar Year Ending December 31, 2024:	\$0
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**REDEVELOPMENT AGENCY
OF THE
CITY OF OREM
TENTATIVE BUDGET**

FISCAL YEAR 2024-2025

REDEVELOPMENT AGENCY FUND

EXPENDITURES

PROJECT AREA #85-03A

Expenditures in this area improve, rehabilitate, or redevelop areas within the project and provide funds for the payment of debt service on bonds issued for the construction of recreational facilities in 2002.

This project area's normal tax increment expired in calendar year 2013 and its additional tax increment (haircut) expired in calendar year 2020.

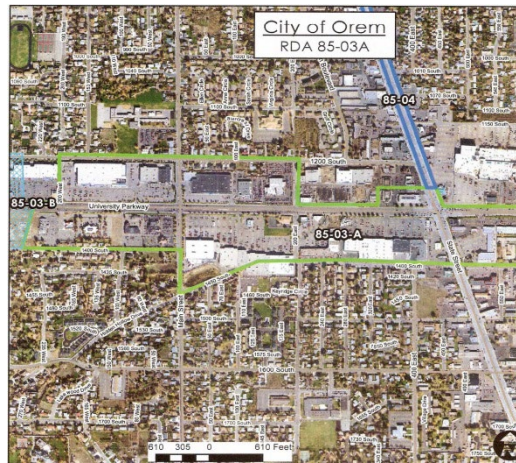
EXPENDITURES DESCRIPTION	ACTUAL FY '21-'22	ACTUAL FY '22-'23	ESTIMATED ACTUAL FY '23-'24	TENTATIVE BUDGET FY '24-'25
Professional & Technical Services	\$ -	\$ -	\$ -	\$ -
Miscellaneous Expenses	3,995	-	-	-
Capital Projects	-	-	-	-
Contributions to Other Funds	-	-	-	-
PROJECT AREA TOTALS	\$ 3,995	\$ -	\$ -	\$ -

**REDEVELOPMENT AGENCY
OF THE
CITY OF OREM
TENTATIVE BUDGET**

FISCAL YEAR 2024-2025

Project 85-03A: 1300 South, 200 East to 800 East (Various Properties)

Date Created:	December 3, 1985
Base Year for Computing Tax Increment:	1985
Initial Tax Increment Request:	Fiscal Year 1989-90
Calendar Year Ending December 31, 2021 Taxable Value:	\$159,607,815
Base Year Taxable Value:	\$30,552,708
Marginal Value:	\$129,055,107
Calendar Year Beginning January 1, 2024 Increment Percentage:	All Increments Expired



Non-educational "Additional Tax Increment" Budgeted

(as allowed in Utah Code Annotated 17C-1-403)

Calendar Year Ending December 31, 2024:	\$0
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Normal Tax Increment Budgeted:

Calendar Year Ending December 31, 2024:	\$0
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**REDEVELOPMENT AGENCY
OF THE
CITY OF OREM
TENTATIVE BUDGET**

FISCAL YEAR 2024-2025

REDEVELOPMENT AGENCY FUND

EXPENDITURES

PROJECT AREA #85-03B

Expenditures in this area improve, rehabilitate, or redevelop areas within the project and provide funds for the payment of debt service on bonds issued for the construction of recreational facilities in 2002.

This project area's normal tax increment expired in calendar year 2013 and its additional tax increment (haircut) expired in calendar year 2020.

EXPENDITURES DESCRIPTION	ACTUAL FY '21-'22	ACTUAL FY '22-'23	ESTIMATED ACTUAL FY '23-'24	TENTATIVE BUDGET FY '24-'25
Professional & Technical Services	\$ 109,881	\$ 1,495	\$ 1,500	\$ 15,000
Capital Projects	-	-	-	-
Contributions to Other Funds	-	-	-	50,000
PROJECT AREA TOTALS	\$ 109,881	\$ 1,495	\$ 1,500	\$ 65,000

**REDEVELOPMENT AGENCY
OF THE
CITY OF OREM
TENTATIVE BUDGET**

FISCAL YEAR 2024-2025

Project 85-03B: 1300 South, 200 East to 1500 West (Various Properties)

Date Created:	December 12, 1985
Base Year for Computing Tax Increment:	1985
Initial Tax Increment Request:	Fiscal Year 1989-90
Calendar Year Ending December 31, 2021 Taxable Value:	\$167,181,572
Base Year Taxable Value:	\$6,854,457
Marginal Value:	\$160,327,115
Calendar Year Beginning January 1, 2024 Increment Percentage:	All Increments Expired



Non-educational “Additional Tax Increment” Budgeted
(as allowed in Utah Code Annotated 17C-1-403)

Calendar Year Ending December 31, 2024:	\$0
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Normal Tax Increment Budgeted:

Calendar Year Ending December 31, 2024:	\$0
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**REDEVELOPMENT AGENCY
OF THE
CITY OF OREM
TENTATIVE BUDGET**

FISCAL YEAR 2024-2025

REDEVELOPMENT AGENCY FUND

EXPENDITURES

PROJECT AREA #85-04

Expenditures in this area improve, rehabilitate, or redevelop areas within the project and provide funds for the payment of debt service on bonds issued for the construction of recreational facilities in 2002.

This project area's normal tax increment expired in calendar year 2013 and its additional tax increment (haircut) expired in calendar year 2020.

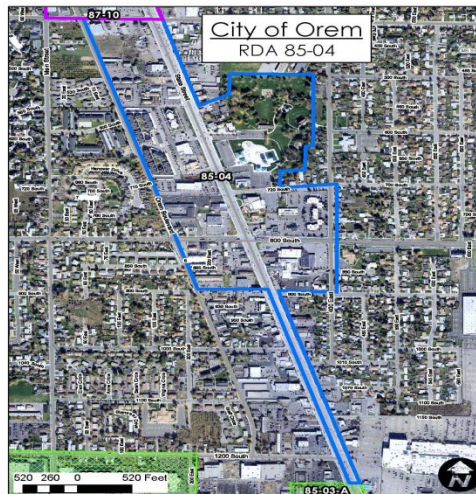
EXPENDITURES DESCRIPTION	ACTUAL FY '21-'22	ACTUAL FY '22-'23	ESTIMATED ACTUAL FY '23-'24	TENTATIVE BUDGET FY '24-'25
Professional & Technical Services	\$ -	\$ -	\$ 3,300	\$ -
Capital Projects	-	88,600	-	-
Contributions to Other Funds	-	-	-	-
PROJECT AREA TOTALS	\$ -	\$ 88,600	\$ 3,300	\$ -

**REDEVELOPMENT AGENCY
OF THE
CITY OF OREM
TENTATIVE BUDGET**

FISCAL YEAR 2024-2025

Project 85-04: State Street, 400 South to 800 South (Various Properties)

Date Created:	September 30, 1986
Base Year for Computing Tax Increment:	1986
Initial Tax Increment Request:	Fiscal Year 1989-90
Calendar Year Ending December 31, 2021 Taxable Value:	\$70,947,173
Base Year Taxable Value:	\$18,801,179
Marginal Value:	\$52,145,994
Calendar Year Beginning January 1, 2024 Increment Percentage:	All Increments Expired



Non-educational “Additional Tax Increment” Budgeted

(as allowed in Utah Code Annotated 17C-1-403)

Calendar Year Ending December 31, 2024:	\$0
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Normal Tax Increment Budgeted:

Calendar Year Ending December 31, 2024:	\$0
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**REDEVELOPMENT AGENCY
OF THE
CITY OF OREM
TENTATIVE BUDGET**

FISCAL YEAR 2024-2025

REDEVELOPMENT AGENCY FUND

EXPENDITURES

PROJECT AREA #87-10

Expenditures in this area improve, rehabilitate, or redevelop areas within the project and provide funds for the payment of debt service on bonds issued for the construction of recreational facilities in 2002.

This project area's normal tax increment expired in calendar year 2014 and its additional tax increment (haircut) expired in calendar year 2021.

EXPENDITURES DESCRIPTION	ACTUAL FY '21-'22	ACTUAL FY '22-'23	ESTIMATED ACTUAL FY '23-'24	TENTATIVE BUDGET FY '24-'25
Professional & Technical Services	\$ -	\$ -	\$ -	\$ -
Capital Projects	-	-	-	-
Contributions to Other Funds	-	-	-	-
PROJECT AREA TOTALS	\$ -	\$ -	\$ -	\$ -

**REDEVELOPMENT AGENCY
OF THE
CITY OF OREM
TENTATIVE BUDGET**

FISCAL YEAR 2024-2025

Project 87-10: State Street, 400 North to 400 South (Various Properties)

Date Created:	February 2, 1988
Base Year for Computing Tax Increment:	1988
Initial Tax Increment Request:	Fiscal Year 1990-91
Calendar Year Ending December 31, 2021 Taxable Value:	\$132,699,613
Base Year Taxable Value:	\$32,815,215
Marginal Value:	\$99,884,398
Calendar Year Beginning January 1, 2024 Increment Percentage:	All Increments Expired



Non-educational “Additional Tax Increment” Budgeted

(as allowed in Utah Code Annotated 17C-1-403)

Calendar Year Ending December 31, 2024: \$0

Normal Tax Increment Budgeted:

Calendar Year Ending December 31, 2024: \$0

**REDEVELOPMENT AGENCY
OF THE
CITY OF OREM
TENTATIVE BUDGET**

FISCAL YEAR 2024-2025

REDEVELOPMENT AGENCY FUND

EXPENDITURES

PROJECT AREA #90-08

Expenditures in this area improve, rehabilitate, or redevelop areas within the project and provide funds for the payment of debt service on bonds issued for the construction of recreational facilities in 2002.

This project area's normal tax increment expires in calendar year 2020 and its additional tax increment (haircut) expires in calendar year 2023.

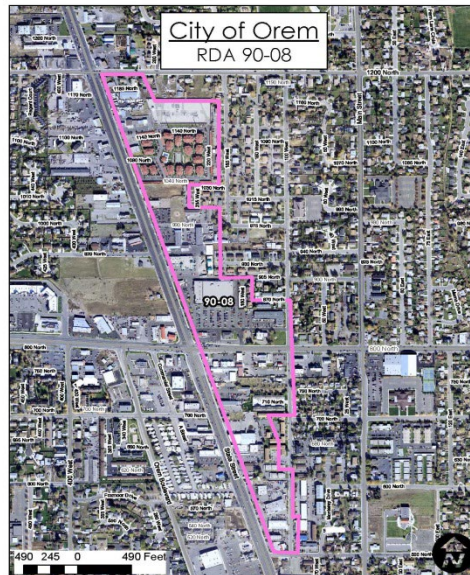
EXPENDITURES DESCRIPTION	ACTUAL FY '21-'22	ACTUAL FY '22-'23	ESTIMATED ACTUAL FY '23-'24	TENTATIVE BUDGET FY '24-'25
Professional & Technical Services	\$ -	\$ -	\$ -	\$ -
Capital Projects	-	-	-	-
Contributions to Other Funds	465,523	574,908	315,000	-
PROJECT AREA TOTALS	\$ 465,523	\$ 574,908	\$ 315,000	\$ -

**REDEVELOPMENT AGENCY
OF THE
CITY OF OREM
TENTATIVE BUDGET**

FISCAL YEAR 2024-2025

Project 90-08: 500 North to 1200 North between 100 West & State Street (Various Properties)

Date Created:	May 1, 1990
Base Year for Computing Tax Increment:	1990
Initial Tax Increment Request:	Fiscal Year 1992-93
Calendar Year Ending December 31, 2022 Taxable Value:	\$59,195,225
Base Year Taxable Value:	\$11,172,447
Marginal Value:	\$48,147,248
Calendar Year Beginning January 1, 2024 Increment Percentage:	All Increments Expired



Non-educational “Additional Tax Increment” Budgeted

(as allowed in Utah Code Annotated 17C-1-403)

Calendar Year Ending December 31, 2024:	\$0
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Normal Tax Increment Budgeted:

Calendar Year Ending December 31, 2024:	\$0
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**REDEVELOPMENT AGENCY
OF THE
CITY OF OREM
TENTATIVE BUDGET**

FISCAL YEAR 2024-2025

REDEVELOPMENT AGENCY FUND

EXPENDITURES

UNIVERSITY PLACE CDA

Expenditures in the University Place Community Development Area (CDA) are intended to improve, revitalize, repurpose and/or expand development within the CDA. This includes residential, retail, hotel, and professional office development.

This project area's normal tax increment expires in calendar year 2037.

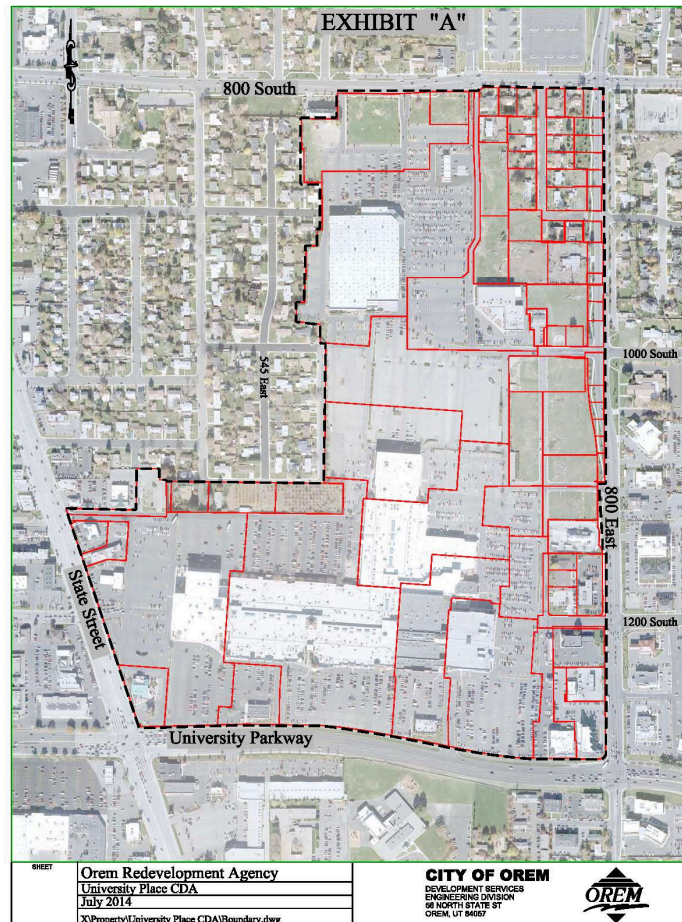
EXPENDITURES DESCRIPTION	ACTUAL FY '21-'22	ACTUAL FY '22-'23	ESTIMATED ACTUAL FY '23-'24	TENTATIVE BUDGET FY '24-'25
University Place CDA Incentive Agreement	\$ 1,119,739	\$ 1,188,797	\$ 1,183,526	\$ 1,192,500
Future Projects	-	-	65,751	66,250
Contributions to Other Funds	62,208	66,044	65,751	66,250
PROJECT AREA TOTALS	<u>\$ 1,181,947</u>	<u>\$ 1,254,841</u>	<u>\$ 1,315,028</u>	<u>\$ 1,325,000</u>

**REDEVELOPMENT AGENCY
OF THE
CITY OF OREM
TENTATIVE BUDGET**

FISCAL YEAR 2024-2025

**University Place CDA: Approximately 800 South to 1300 South (University Parkway) between
800 East & State Street (Various Properties)**

Date Created:	September 23, 2014
Base Year for Computing Tax Increment:	2013
Initial Tax Increment Request:	Fiscal Year 2018-2019
Calendar Year Ending December 31, 2022 Taxable Value:	\$375,307,863
Base Year Taxable Value:	\$129,187,998
Marginal Value:	\$246,119,865
Calendar Year 2025 Increment Percentage (All Non-ASD):	75%
Calendar Year 2025 Increment Percentage (Alpine School District):	65%



Normal Tax Increment Budgeted:

Calendar Year Ending December 31, 2024:	\$1,325,000
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**REDEVELOPMENT AGENCY
OF THE
CITY OF OREM
TENTATIVE BUDGET**

FISCAL YEAR 2024-2025

**REDEVELOPMENT AGENCY FUND
ACTIVE PARTICIPATION AGREEMENTS**

Agreement Number	Project Area	Name	Description	Terms
RDA-A-2015-0001	UP CDA	University Mall Shopping Center L.C.	90% of Available Tax Increment Received (Subject to Benchmarks & Caps/Maximums)	20 Years Starts: Fiscal Year 2018-2019 Ends: Fiscal Year 2037-2038

RELATED OUTSTANDING DEBT

NONE

REDEVELOPMENT AGENCY
OF THE
CITY OF OREM
TENTATIVE BUDGET

FISCAL YEAR 2024-2025

CITY OF OREM
RDA MAP

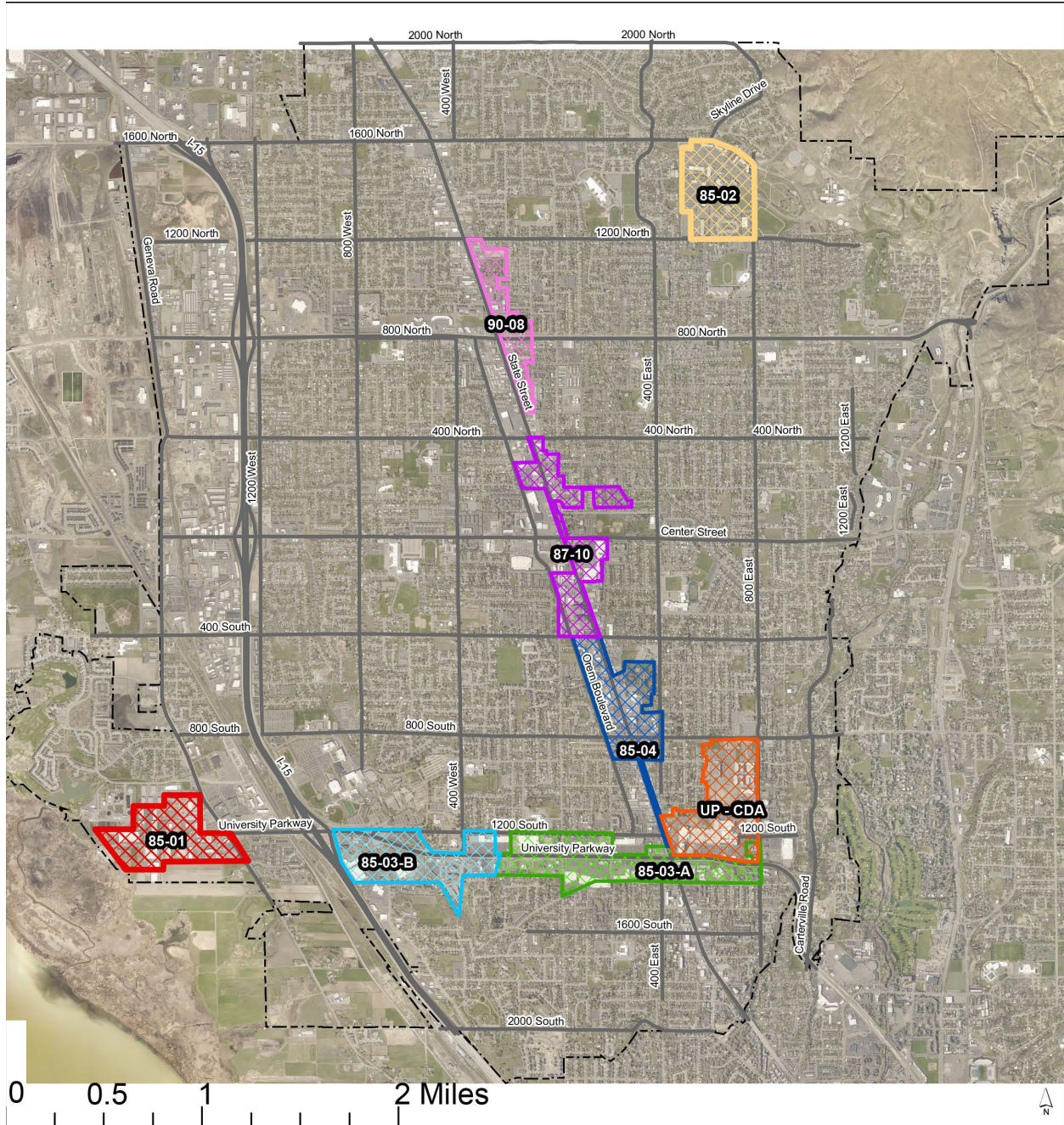


EXHIBIT "B"
BUDGET AMENDMENTS
FISCAL YEAR 2023-2024

REDEVELOPMENT AGENCY FUND

REVENUES

Account Number	Description	Previous Budget	Current Budget
53-3111-008-001	Haircut 90-08	\$ 110,000.00	\$ 103,594.06
23-3610	Interest Earnings	-	166,648.92
53-3610	Interest Earnings	-	230,000.00
53-3690-003-100	Misc Revenue - Nissan Loan - 85-03A	-	13,200.00
Total		<u>\$ 110,000.00</u>	<u>\$ 513,442.98</u>
Net Fund Increase (Decrease)			<u>\$ 403,442.98</u>

EXPENDITURES

Account Number	Description	Previous Budget	Current Budget
University Place CDA			
23-9714-731-100	Temp Proj University Place CDA	\$ 178,082.73	\$ 344,731.65
Project Area 85-01			
53-9701-731-462	Temp Proj 85-01	238,834.39	254,834.39
Project Area 85-02			
53-9702-731-462	Temp Proj 85-02	170,429.98	180,429.98
Project Area 85-03A			
53-9703-731-100	Temp Proj 85-03A	830.78	14,030.78
Project Area 85-03B			
53-9703-731-101	Temp Proj 85-03B	2,852,767.96	3,033,767.96
Project Area 85-04			
53-9704-731-100	Temp Proj 85-04	90,592.07	94,592.07
Project Area 90.08			
53-9708-731-100	Temp Proj 90-08	809,478.08	815,072.14
Project Area 87-10			
53-9710-731-100	Temp Proj 87-10	167,328.04	174,328.04
Total		<u>\$ 4,508,344.03</u>	<u>\$ 4,911,787.01</u>
Net Fund Increase (Decrease)			<u>\$ 403,442.98</u>

City of Orem
56 North State Street
Orem, Utah 84057
www.orem.org

RESOLUTION NO.

A RESOLUTION OF THE SPECIAL SERVICE LIGHTING DISTRICT OF
THE CITY OF OREM, UTAH, APPROVING AND ADOPTING THE
BUDGET FOR FISCAL YEAR 2024-2025

WHEREAS, on May 14, 2024, the Chief Executive Officer of the Special Service Lighting District of the City of Orem, Utah, presented the tentative budget for Fiscal Year 2024-2025 to the Special Service Lighting District; and

WHEREAS the Board of Directors of the Special Service Lighting District, on due public notice, held a public hearing on Tuesday, June 18, 2024, in the Council Chambers of the Orem City Hall, at which time the budget was considered; and

WHEREAS the Board of Directors of the Special Service Lighting District considered the budget as submitted and all information presented at the public hearing, and made all changes and amendments which the Board of Directors desires to make; and

WHEREAS the Board of Directors of the Special Service Lighting District has developed a budget in which the anticipated revenues equal the total of appropriated expenditures; and

WHEREAS the Special Service Lighting District Tentative Budget has been revised to reflect each and all of the amendments, changes, and modifications which the Board of Directors believes should be made in the budget; and

NOW, THEREFORE, BE IT RESOLVED BY THE SPECIAL SERVICE LIGHTING DISTRICT OF THE CITY OF OREM, UTAH, as follows:

1. The Board of Directors hereby adopts the budget for Fiscal Year 2024-2025 as amended, modified, and revised, which budget is attached hereto as Exhibit "A" and is incorporated herein by this reference.
2. The Chief Executive Officer is directed to implement this budget in accordance with State laws and appropriate Special Service Lighting District procedures.
4. A copy of the Special Service Lighting District Budget for the Fiscal Year 2024-2025 shall be placed on file in the office of the Secretary of the Special Service Lighting District of the City of Orem, Utah, and in the Orem Public Library.
5. This resolution shall take effect immediately upon passage.
6. All other resolutions and policies in conflict herewith, either in whole or in part, are hereby repealed.

PASSED AND APPROVED this 18th day of June 2024.

SPECIAL SERVICE LIGHTING DISTRICT
OF THE CITY OF OREM, by
David A. Young, Chair

ATTEST:

Teresa McKitrick, Secretary

BOARD MEMBERS	AYE	NAY	ABSTAIN
Chair David A. Young	☐	☐	☐
Jenn Gale	☐	☐	☐
Chris Killpack	☐	☐	☐
Jeff Lambson	☐	☐	☐
Tom Macdonald	☐	☐	☐
LaNae Millett	☐	☐	☐
David Spencer	☐	☐	☐

SPECIAL SERVICE LIGHTING DISTRICT
OF THE
CITY OF OREM

TENTATIVE BUDGET

FISCAL YEAR 2024-2025



City of Orem
56 North State Street
Orem, Utah 84057
www.orem.org

SPECIAL SERVICE LIGHTING DISTRICT
OF THE
CITY OF OREM
TENTATIVE BUDGET

FISCAL YEAR 2024-2025

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Fees and Charges	
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Fund Transfers	
Fund Transfers	8

**SPECIAL SERVICE LIGHTING DISTRICT
OF THE
CITY OF OREM
TENTATIVE BUDGET**

FISCAL YEAR 2024-2025

**STREET
LIGHTING
FUND**

**SPECIAL SERVICE LIGHTING DISTRICT
OF THE
CITY OF OREM
TENTATIVE BUDGET**

FISCAL YEAR 2024-2025

STREET LIGHTING FUND

The Special Service Lighting District (or Street Lighting Fund) is a separate legal entity from the City of Orem that has the statutory ability to provide street lighting services within the City. The City Council acts as the governing authority for the Special Service Lighting District.

REVENUES

Revenues for the Street Lighting Fund are primarily derived from a street lighting fee collected on city utility bills and a contribution from the City's General Fund.

REVENUE DESCRIPTION	ACTUAL FY '21-'22	ACTUAL FY '22-'23	ESTIMATED ACTUAL FY '23-'24	TENTATIVE BUDGET FY '24-'25
Street Lighting Fees	\$ 923,922	\$ 964,735	\$ 1,055,000	\$ 1,185,000
Interest Earnings	9,108	48,410	40,000	25,000
Miscellaneous Revenues	130,114	17,303	53,500	53,500
Contributions from Other Funds	15,000	15,000	15,000	15,000
FUND TOTALS	\$ 1,078,144	\$ 1,045,448	\$ 1,163,500	\$ 1,278,500

**SPECIAL SERVICE LIGHTING DISTRICT
OF THE
CITY OF OREM
TENTATIVE BUDGET**

FISCAL YEAR 2024-2025

STREET LIGHTING FUND

BUDGET SUMMARY

STREET LIGHTING FUND

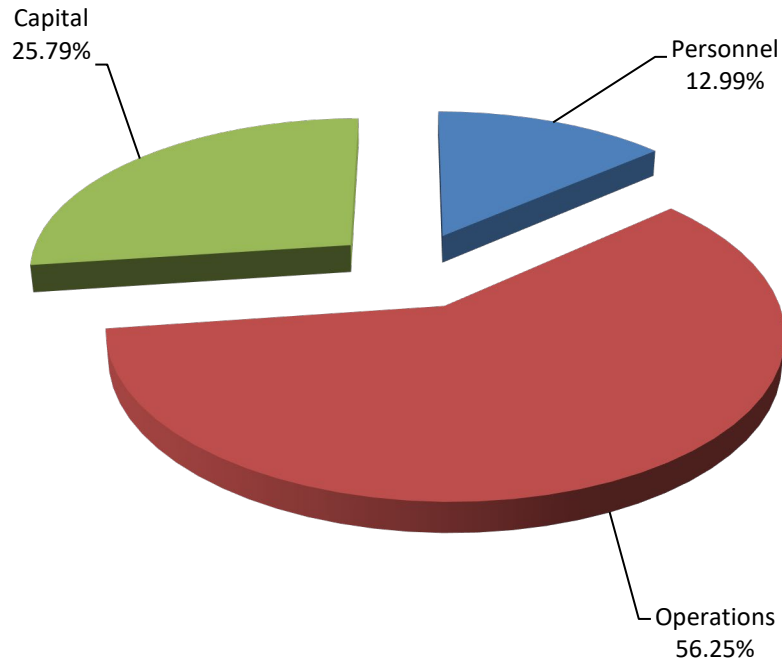
FY 2024 - 2025

	# OF EMP. *	PERSONNEL	OPERATIONS	CAPITAL	TOTAL
Street Lighting Administration	1	\$ 182,837	\$ 543,229	\$ 163,800	\$ 889,866
Street Lighting Electric Power	0	-	100,000	-	100,000
Street Lighting Energy Savings Lease	0	-	288,634	-	288,634
TOTALS	1	\$ 182,837	\$ 931,863	\$ 163,800	\$ 1,278,500

* Number of benefitted employees

STREET LIGHTING FUND

Expenditures by Category



**SPECIAL SERVICE LIGHTING DISTRICT
OF THE
CITY OF OREM
TENTATIVE BUDGET**

FISCAL YEAR 2024-2025

STREET LIGHTING FUND

EXPENSES

Provides administration and maintenance services for the City Street Lighting program and provided funding for the street lighting bonds that paid for the construction of the City-wide street lighting system. In March of 2019, the street lighting fee was continued but modified in order to provide continued funding for maintenance of the street lighting system.

EXPENSE DESCRIPTION	ACTUAL FY '21-'22	ACTUAL FY '22-'23	ESTIMATED ACTUAL FY '23-'24	TENTATIVE BUDGET FY '24-'25
Salaries & Wages - Permanent	\$ 42,890	\$ 52,247	\$ 62,162	\$ 67,868
Salaries & Wages - Temporary	60,790	71,905	64,300	64,300
Salaries & Wages - Overtime	10,877	6,509	11,000	11,000
Fringe Benefits	36,963	40,853	45,432	39,669
Subscriptions, Memberships, & Publications	290	250	290	290
Employee Development	1,500	1,883	2,350	2,350
Supplies	6,296	5,624	2,333	2,000
Uniforms	306	799	700	700
Equipment	8,937	9,240	13,000	13,000
Fuel	5,025	4,782	3,500	3,500
Electric Power	94,755	88,750	100,000	100,000
Telephone & Communications	2,581	2,309	4,000	4,000
Maintenance & Repair	53,927	47,986	57,166	97,916
Fleet Maintenance Charge	3,922	4,130	6,276	5,071
Facilities Maintenance Charge	791	975	1,167	1,250
Professional & Technical Services	-	-	1,250	200,500
Insurance & Surety	571	1,751	458	609
Miscellaneous Expenses	-	-	500	500
Administration Charge	60,327	68,107	68,480	78,407
Purchasing & Warehousing Charge	3,268	4,445	6,831	4,923
Information Technology Charge	8,829	10,159	11,808	12,128
Equipment Lease/Rent	-	-	2,500	2,500
311 Services Charge	9,593	10,881	10,384	9,956
Bad Debt Expense	36	14	2,000	2,000
Depreciation Expense	110,049	105,914	-	-
Street Lighting Construction	-	-	423,995	58,300
Vehicle Replacement & Other Capital Items	-	-	157,267	105,500
Contributions to Other Funds	370,278	365,626	384,188	390,263
FUND TOTALS	\$ 892,801	\$ 905,139	\$ 1,443,337	\$ 1,278,500

**SPECIAL SERVICE LIGHTING DISTRICT
OF THE
CITY OF OREM
TENTATIVE BUDGET**

FISCAL YEAR 2024-2025

**FEES &
CHARGES**

**SPECIAL SERVICE LIGHTING DISTRICT
OF THE
CITY OF OREM
TENTATIVE BUDGET**

FISCAL YEAR 2024-2025

STREET LIGHTING FUND

FEES & CHARGES

The City has moved into maintaining a mature street lighting system. The fees listed in the table below will cover ongoing system operations and maintenance with a small capital budget. The City has adopted the new ELU structure which bills each residence, business, and institution one ELU of \$3.16 per month.

STREET LIGHTING FEE

Fee Description	Proposed Fee
Street Lighting Fee (cost per month):	
All Neighborhoods	\$3.16
All businesses, apartments, institutional accounts (schools, churches, nonprofits, etc.) *	\$3.16

* Businesses will pay their annual street lighting fee upon issuance or renewal of their business license.
(12 Months x \$3.16 = \$37.92)

**SPECIAL SERVICE LIGHTING DISTRICT
OF THE
CITY OF OREM
TENTATIVE BUDGET**

FISCAL YEAR 2024-2025

**FUND
TRANSFERS**

**SPECIAL SERVICE LIGHTING DISTRICT
OF THE
CITY OF OREM
TENTATIVE BUDGET**

FISCAL YEAR 2024-2025

**STREET LIGHTING FUND
OVERVIEW**

This section of the FY 2024-2025 Tentative Budget outlines and summarizes the intended transfers of money from the City’s Street Lighting Fund to other funds as required under Utah Municipal Code 10-6-135.5(3)(b).

TRANSFERS

The Street Lighting Fund transfers that are not classified as an allocation of costs between funds, are not associated with costs pertaining to the purpose for which this fund was created, and will not be repaid are listed in the table below.

<u>TRANSFER FROM</u>	<u>TRANSFER TO</u>	<u>TRANSFER AMOUNT</u>	<u>% OF TOTAL ENTERPRISE FUND EXPENDITURES</u>
Street Lighting Fund	General Fund	\$ 15,000	1.2%

City of Orem
56 North State Street
Orem, Utah 84057
www.orem.org