

CENTERVILLE CITY COUNCIL AGENDA

NOTICE IS HEREBY GIVEN THAT THE CENTERVILLE CITY COUNCIL WILL HOLD ITS REGULAR PUBLIC MEETING AT 7:00 PM ON AUGUST 7, 2018 AT THE CENTERVILLE CITY COMMUNITY CENTER AND CITY HALL COUNCIL CHAMBERS, 250 NORTH MAIN STREET, CENTERVILLE, UTAH. THE AGENDA IS SHOWN BELOW.

Meetings of the City Council of Centerville City may be conducted via electronic means pursuant to Utah Code Ann. 52-4-207, as amended. In such circumstances, contact will be established and maintained via electronic means and the meeting will be conducted pursuant to the Electronic Meetings Policy established by the City Council for electronic meetings.

Centerville City, in compliance with the Americans With Disabilities Act, provides accommodations and auxiliary communicative aids and services for all those citizens in need of assistance, including hearing devices. Persons requesting these accommodations for City-sponsored public meetings, services, programs, or events should call Jacob Smith, Centerville Management Services Director, at 801-295-3477, giving at least 24 hours notice prior to the meeting.

A notebook containing supporting materials for the business agenda items is available for public inspection and review at City Hall and will be available for review at the meeting. Upon request, a citizen may obtain (without charge) the City Manager's memo summarizing the agenda business, **or may read this memo on the City's website: <http://centerville.novusagenda.com/agendapublic>.**

Tentative - The times shown below are tentative and are subject to change during the meeting.
Time:

5:30 **RDA/ACB Meeting**

7:00 **A. ROLL CALL**

(See City Manager's Memo for summary of meeting business)

B. PRAYER OR THOUGHT

Pastor Pankratz

C. PLEDGE OF ALLEGIANCE

7:05 **D. OPEN SESSION (This item allows for the public to comment on any subject of municipal concern, including agenda items that are not scheduled for a public hearing. Citizens are encouraged to limit their comments to two (2) minutes per person. Citizens may request a time to speak during Open Session by calling the City Recorder's office at 801-295-3477, or may make such request at the beginning of Open Session.) Please state your name and city of residence.**

E. BUSINESS

7:10 1. Minutes Review and Acceptance
June 21, 2018 City Council Minutes
July 17, 2018 Work Session and City Council Minutes

- 7:10 2. Summary Action Calendar
- a. Purchase air compressor from Cate Equipment Company in the amount of \$26,360
 - b. Purchase a 2019 GMC Sierra 2500HD truck from Young Automotive Group in the net amount of \$22,423.75
 - c. Renew drainage maintenance contract with Twin "D" Inc. for FY 2019 at same prices as FY 2018 contract
 - d. Storm drain impact fee refund relating to Rigby Court Subdivision
- 7:10 3. Public Hearing - Zoning Text Amendments - CZC 12.48 South Main Street Corridor Overlay Zone
- a. Consider proposed Zoning Code Amendments to CZC 12.48 (SMSC Overlay Zone) regarding development standards and amendments as requested by the South Davis Metro Fire Service Area - Ordinance No. 2018-19
 - b. Consider request for Fee Waiver from South Davis Metro Fire Service Area (SDMFSA)
- 7:50 4. Employee Compensation Study Proposals
- 8:00 5. Discuss Whether to Study Feasibility of 2nd Cemetery
- 8:15 6. Financial Report for Period Ending June 30, 2018
- 8:35 7. Mayor's Report
- 8:45 8. City Manager's Report
- a. Review work session/field trip calendar
 - b. Update re installation of barrier fence on foothills property
9. Closed meeting, if necessary, for reasons allowed by state law, including, but not limited to, the provisions of Section 52-4-205 of the Utah Open and Public Meetings Act, and for attorney-client matters that are privileged pursuant to Utah Code Ann. § 78B-1-137, as amended
10. Possible action following closed meeting, including appointments to boards and committees

F. ADJOURNMENT

CENTERVILLE

**Staff Backup Report
8/7/2018**

Item No.

Short Title: RDA/ACB Meeting

Initiated By:

Scheduled Time: 5:30

SUBJECT

RECOMMENDATION

BACKGROUND

CENTERVILLE

**Staff Backup Report
8/7/2018**

Item No.

Short Title: (See City Manager's Memo for summary of meeting business)

Initiated By:

Scheduled Time:

SUBJECT

RECOMMENDATION

BACKGROUND

ATTACHMENTS:

Description

▣ 8-7-18 Summary Memo



CENTERVILLE CITY

250 North Main • Centerville, Utah 84014-1824 • (801) 295-3477 • Fax: (801) 292-8034

Incorporated in 1915

Mayor

Clark Wilkinson

City Council

Tamilyn Fillmore

William Ince

Stephanie Ivie

George McEwan

Robyn Mecham

City Manager

Steve H. Thacker

interoffice MEMORANDUM

to: Mayor Wilkinson
City Council
cc: Department Heads
Planning Commission
from: Steve H. Thacker, City Manager 
subject: City Manager's Summary of August 7, 2018 Council Meeting
date: August 3, 2018

5:30 RDA/ACB Meeting— The Redevelopment Agency (RDA) Board and Administrative Control Board (ACB) of the Davis Center for the Performing Arts (aka CenterPoint Theatre) will meet at 5:30 p.m. prior to the regular City Council meeting. The RDA/ACB meeting agenda includes the following business:

- Review of annual audit report for CenterPoint Theatre (CPT)—for fiscal year ending Dec. 31, 2017
- Approve amounts deposited into Reserve Funds relating to CPT and performing arts center
- Discuss report from Kelly Gibbons, FEA Engineering, pertaining to HVAC commissioning work done in performing arts center
- Determine process and resources for preparing a long-term facility maintenance plan for the performing arts center
- Approve minutes of prior RDA meeting

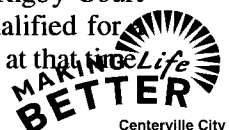
Dinner will be available beginning about 5:15 p.m. for meeting participants. Please arrive before 5:30 so the meeting can begin on time.

7:00 Regular City Council Meeting

E.1. Minutes Review – The minutes to be approved are available online via NovusAgenda and include the June 21 special meeting minutes which Council asked the recording secretary to revise after listening to a portion of the recording. The proposed revisions are highlighted.

E.2. Summary Action Calendar

- Purchase air compressor** – This equipment replacement is budgeted in the Water Fund.
- Purchase pickup truck** – This replacement is also budgeted in the Water Fund.
- Renew drainage maintenance contract** – This is the renewal of a contract with Twin “D” Inc. for FY 2019 at the same prices as in the contract for FY 2018. When this contract was awarded last year, it included the possibility of renewing for a second and third year at the City’s discretion if the contractor agreed to hold their prices.
- Storm drain impact fee refund** – The City Engineer recommends the Council approve the refund of a portion of the storm drain impact fee paid by Fred Hale for the Rigby Court Subdivision. The developer installed a storm drain on Jennings Lane that qualified for storm drain impact fee credit. However, the developer did not request the credit at that time. Staff recommend the credit be given now as a refund in the amount of \$6,340.



- E.3. Public Hearing—Zoning Text Amendments—South Main Street Corridor Overlay Zone –** These amendments were requested by the South Davis Metro Fire Service Area to accommodate the design of a new fire station on Main Street. The Planning Commission recommended approval. In connection with this project, I also recommend waiver of \$750 in fees relating to site plan submittals and the zoning code amendments application from the Fire Service Area.
- E.4. Employee Compensation Study Proposals –** In an earlier council meeting, staff presented a proposal for an employee compensation study, pursuant to the Council's direction in June. However, the Council asked staff to solicit additional proposals. A total of four proposals are attached to the staff report. I recommend the Council award this contract to Personnel Systems & Services, a Utah-based consultant with extensive experience conducting similar studies for Utah cities.
- E.5. Discuss Whether to Study Feasibility of 2nd Cemetery –** The Council has discussed several options for increasing burial spaces over the past two years. The possibility of developing a second cemetery has been mentioned but not analyzed. If the Council wants to study the feasibility of a second cemetery, they need to give staff any pertinent direction as to the nature and scope of that study. They may also want to direct staff to study the cost-benefit of constructing columbariums in the current cemetery to accommodate cremated remains.
- E.6. Financial Report for Period Ending June 30, 2018 –** Marcus Arbuckle, the City's contract CPA Adviser, will summarize and answer questions about the financial report for the 12-month period ending June 30, 2018. Even though June 30 is the end of the fiscal year, this report is not the final report for FY 2018. A "13th Month" report will be prepared at the end of August to include accrued revenues and accounts payable not included in this current report.
- E.7. Mayor's Report –** Mayor Wilkinson will report on matters of City interest.
- E.8. City Manager's Report –** I would like to review/confirm the future work session/field trip calendar with the Council and report on progress towards installing a barrier fence on foothills property owned by the City.
- E.9. Closed Meeting, if necessary –** At this time I do not know of a need for a closed meeting, but the agenda allows for that possibility.
- E.10. Appointments to Boards/Committees –** Mayor Wilkinson may recommend appointments.

Potential Agenda Items for August 21, 2018 meetings (subject to change):

- *Update re Operational Metrics*
- *Street Sweeping Contract*
- *Update re foothills planning process*

CENTERVILLE

**Staff Backup Report
8/7/2018**

Item No.

Short Title: Pastor Pankratz

Initiated By:

Scheduled Time:

SUBJECT

RECOMMENDATION

BACKGROUND

CENTERVILLE

Staff Backup Report

8/7/2018

Item No. 1.

Short Title: Minutes Review and Acceptance

Initiated By: City Recorder

Scheduled Time: 7:10

SUBJECT

June 21, 2018 City Council Minutes

July 17, 2018 Work Session and City Council Minutes

RECOMMENDATION

Approve the June 21 minutes with revisions recommended by staff, pursuant to Council's earlier direction.

Approve the July 17 work session and council meeting minutes.

BACKGROUND

In their July 17 meeting the City Council asked that the recording secretary listen to a portion of the audio recording for the June 21 special meeting in relation to several revisions proposed by council members. See the attached email and verbatim transcript sent after Katie Rust listened to a portion of that meeting. Her transcript covers approximately three minutes that would be represented by lines 29 through 33 on Page 2 of the draft minutes. She also listened to the audio for several minutes before and after the period represented by the transcript. Based on that, she recommends the revisions highlighted in the attached minutes.

ATTACHMENTS:

Description

- ▣ 6-21-18 Recording Secretary Revisions
- ▣ 6-21-18 CC Proposed Minutes
- ▣ 7-17-18 Work Session Minutes
- ▣ 7-17-18 City Council Minutes

Steve Thacker

From: Rob and Katie Rust <rksrust@yahoo.com>
Sent: Wednesday, July 25, 2018 12:18 PM
To: Mackenzie Wood; Steve Thacker
Subject: 6-21-18 verbatim
Attachments: 6-21-18 verbatim.docx

I've attached the actual language. Perhaps a better sentence for Lisa's comment would be: "Ms. Romney pointed out that salaries would be impacted in the interim." instead of the sentence requested by Councilwoman Fillmore.

Also, on line 40 after "Councilwoman Mecham repeated that she would have liked more time to study the budget, including compensation." I would add, "She emphasized that she feels the department head positions need to be evaluated separately, not as a group."

Let me know what you decide.
Katie

6-21-18 Special Council Meeting

[Beginning position 32:21]

Wilkinson: I'll start out and make it easier for everybody. What I was hearing today is that the management type of positions you want to do a freeze on, until you get a study. Is that correct?

Ivie: But a quick study.

McEwan: Let me jump in and let Lisa or Steve provide some clarification. The adoption of the ordinance does not prevent us from changing the salary guidelines during the year and adopting new guidelines, correct?

Thacker: Correct. You can have another ordinance later, yes.

Ivie: As long as we can fund it.

McEwan: And I'm asking that question for the benefit of those who are probably in the audience thinking this is their one shot at getting a pay raise during the year, or any change in compensation. From my perspective, the timing of this ordinance does not prohibit the Council from readdressing this issue when we have more data to work from.

Romney: That is correct, but it does impact the salaries in the interim.

Thacker: Lisa, would you give the Council some advice as to if they want to exempt certain employees or types of employees, do they need to actually amend this salary administration guidelines, or can the motion reflect that...

Romney: I think we need to hear the discussion and then we can help solve it.

Mecham: My question is, normally if you hadn't been going to move the department heads up one, would they still have received their raise from the matrix we already looked at?

Thacker: Yeah.

Mecham: On a normal year, they still would have gotten that?

Thacker: Yes.

Mecham: So we could still give them that without moving them up?

Thacker: Yes. As I've said before, moving a position to a higher pay grade, or increasing a pay range through a market adjustment, does not increase the employee's salary. The salary is determined by these guidelines.

Romney: Absent a separate action to increase their salary, which typically occurs in July.

Mecham: So we usually give them the 3%, which basically is...

Thacker: No.

Romney: No. It would depend on what quartile they're in...

Mecham: What quartile they're in... but they usually get that quartile that we're giving them?

Thacker: Yes.

Mecham: Okay.

Ivie: I'm okay with that.

Mecham: I'm okay with that.

Ivie: I don't want to increase the pay grades without going and doing a study and making sure we're even looking at fruit, not even necessarily apples and apples.

Mecham: So I'm okay with...I think they deserve the same pay raise that all the employees get because cost of living is probably more than 3% this year, at least it is at my house.
[35:25]

Minutes of the Centerville **City Council special meeting** held Thursday, June 21, 2018 at 5:00 p.m. at Centerville City Hall, 250 North Main Street, Centerville, Utah.

MEMBERS PRESENT

Mayor Clark Wilkinson

Council Members Tamilyn Fillmore (arrived at 5:15 p.m.)
William Ince
Stephanie Ivie
George McEwan (via phone)
Robyn Mecham

STAFF PRESENT

Steve Thacker, City Manager
Lisa Romney, City Attorney
Jacob Smith, Management Services Director
Katie Rust, Recording Secretary

VISITORS

Interested Citizens (see attached sign-in sheet)

CONSIDER ADOPTION OF FY 2019 BUDGET

Councilwoman Ivie stated the Council discussed whether the City is using a broad enough net to come up with comparable data for management pay grades at their work session on Tuesday, June 19. She said Councilman McEwan had provided broader data on Tuesday that indicated the City may be paying higher in comparison to some management positions. Councilwoman Ivie said the Council wants to make sure they are good stewards of public funds. She said she does not feel she has done a good job explaining the pressures the Police Department is dealing with. She stated she knows a lot of City departments have heavy workloads, and there are strains in every department. However, she said she knows when a citizen is a victim of a crime, they want a response and follow-up in a timely manner, but the always increasing caseload in the Police Department makes responding in a timely manner difficult. Councilwoman Ivie said the pause discussed on Tuesday was not intended to send a message that the Council does not value City employees. The pause is intended to obtain more information and make sure the City is paying employees enough.

Councilman McEwan stated there was no attempt to denigrate the performance of City employees on Tuesday. He said he felt even before taking office that pay calculation is one area Centerville does things differently than he would expect, and he does not feel it is unreasonable to request an independent analysis.

Mr. Thacker presented a revised Position Pay Grade Schedule prepared based on his perception of Council direction at the meeting on Tuesday, with four positions newly assigned to pay grades and an upgrade to the City Treasurer and Parks Maintenance Specialist III positions as previously discussed and supported by the Council. Pay grade increases recommended based on benchmark data were removed. He stated the revised Schedule does not represent his recommendation.

Councilwoman Ivie stated the Council has spent a lot of time talking about pressures the Police Department is under, and she believes the Council should approve upgrades already discussed for the Police Department. Councilman McEwan agreed. Councilwoman Fillmore

Minutes of Special Meeting of June 21, 2018

Page 2

1 pointed out the Council has also heard it is becoming just as difficult to hire qualified individuals
2 in other departments. She said she believes Mr. Thacker made a strong case for all
3 recommended pay grade increases. Councilwoman Ivie stated the concern expressed on
4 Tuesday did not involve whether the police were being paid enough. The concern discussed on
5 Tuesday was related to management compensation. Councilwoman Fillmore responded that
6 previous Councils have acknowledged for years how behind the City is with management
7 compensation. She said she feels the City has been taking advantage for years of individuals
8 who do not want to change jobs near the end of their careers. She said she believes the changes
9 discussed for FY 2019 would still not have put the positions where they need to be.
10 Councilwoman Ivie responded that the City does not know where it stands comparatively with
11 management positions. She said the City may be able to hire individuals for management
12 positions who want to live in Centerville and are willing to accept less than the pay grade
13 recommended by staff. Councilwoman Ivie said she feels it would be in the City's best interest to
14 evaluate and make sure the net is spread wide enough.
15

16 Mayor Wilkinson stated he does not disagree with the suggestion to contract for salary
17 consultant data for next year. He said he feels it is valuable to compare Centerville positions with
18 positions in other cities around Centerville. The Mayor stated he feels for every department in
19 the City, and stated he does not think it is right with the salary of any position to take advantage
20 of a desire to live in Centerville. Councilwoman Ivie said she does not want to try to keep up with
21 the Joneses. Mayor Wilkinson responded that the City will have to, or valuable employees will be
22 lost. Councilwoman Mecham commented that City department heads are all different in what
23 they do, and she can see that it would be difficult to compare the positions with those of cities
24 around Centerville. She said she would have liked more time and more meetings to ~~individually~~
25 ~~evaluate each management position~~ have studied the budget. She stated she believes the
26 department head and second-in-command positions should be reevaluated after the study is
27 done. A majority of the Council confirmed that they would like to upgrade Police Officer I, II, III,
28 and Sergeant positions by one pay grade at this time.
29

30 Responding to a question from Councilman McEwan, staff confirmed that pay grade
31 changes could be made at any time after an analysis is completed. Ms. Romney pointed out that
32 salaries would be impacted in the interim. Councilmembers Mecham and Ivie indicated they
33 would approve raises for FY 2019 based on the pay matrix, but do not want to increase pay grades
34 before an analysis is done. Councilwoman Fillmore said she is always in favor of collecting more
35 data, but said she has not heard a clear argument as to what the benchmark system is missing,
36 and what would be gained from an outside study. She said the Council knows there will soon be
37 a management hiring situation. Councilwoman Fillmore stated she already felt comfortable with
38 the changes recommended by staff, and she does not see a clear reason to postpone.
39 Councilman Ince said he feels there is a disconnect between the kinds of data available.
40 Councilwoman Mecham repeated that she would have liked more time to ~~evaluate each~~
41 ~~department head position individually~~ study the budget, including compensation. She emphasized
42 that she feels the department head positions need to be evaluated separately, not as a group.
43 She said she believes the Council should approve normal raises based on the pay matrix for FY
44 2019, and complete a study (preferably within 90 days) before increasing department head pay
45 ~~ranges~~ grades.
46

47 Councilman McEwan commented that salary and compensation are complicated. He said
48 he believes the response to his suggestion to push pause highlights the problem. He stated the
49 issue cannot be kicked down the road much further considering the hiring the City will be doing
50 in the near future.

1 Mr. Thacker explained that recommended Exhibit C adds two additional pay grades to the
2 Salary Schedule that would not be used if the recommended upgrades do not happen. He
3 recommended the Council approve Exhibit C with the two additional pay grades for use in the
4 future. Councilman Ince made a **motion** to approve Ordinance No. 2018-12 regarding Employee
5 Compensation Plan, incorporating the Position Pay Grade Schedule provided today by staff,
6 adding an increase to four police positions by one pay grade as discussed, the existing Exhibit A,
7 and including the two new pay grades in Exhibit C, and move forward as in the past with raises
8 in July based on the pay matrix and a 1% bonus pool. Councilwoman Ivie seconded the motion,
9 which passed by unanimous vote (5-0).

10
11 At 5:59 p.m., Mayor Wilkinson opened the meeting for public comment.
12

13 Michael Higgins – Mr. Higgins said he attended the meeting because he heard employees
14 would not be getting any raises at all this year. Councilwoman Mecham stated the Council
15 discussed postponing raises for a compensation study, but chose to move ahead with raises in
16 FY 2019 as usual.
17

18 Chief Paul Child – Chief Child thanked the Council for the time they put in, and said he
19 understands it is important to spend funds raised through taxes properly. He thanked the Council
20 for their votes in approving Ordinance No. 2018-12. He acknowledged the value of all employees
21 within the City. The Chief stated there are a lot of dedicated individuals who work for the City,
22 and they work together as a team and value each other. He acknowledged there has been a
23 crisis in law enforcement in the last few years with lack of interest in the profession. He agreed
24 the Department has been overwhelmed, but expressed confidence they will be fine.
25

26 Councilman Ince commented that the lives of police officers are at risk every day they
27 come to work. Centerville needs to be able to compete with the salaries other cities pay police
28 officers. An employee of the Public Works Department responded that his life and the lives of his
29 coworkers in the streets department are at risk when they do their jobs. He emphasized that City
30 employees need to work as a team, just like Chief Child said. Councilwoman Mecham said
31 Centerville is dealing with the same difficulty hiring and keeping police officers as every city in the
32 United States. She added that she knows Public Works is having difficulty hiring qualified
33 individuals as well. She expressed appreciation for the work that all City employees do. The
34 Mayor and Council members expressed to everyone present that they welcome discussion and
35 comment from the employees and community.
36

37 Councilwoman Fillmore made a **motion** to approve Resolution No. 2018-13 regarding
38 Judge Salary. Councilwoman Ivie seconded the motion, which passed by unanimous vote (5-0).
39

40 Mr. Thacker presented proposed revisions to the FY 2019 Budget. Councilman Ince made
41 a **motion** to adopt Resolution No. 2018-15 adopting the FY 2019 Budget with revisions presented
42 by staff. Councilman McEwan seconded the motion, which passed by unanimous vote (5-0).
43

44 COMPENSATION STUDY

45

46 Councilman Ince stated he would want the compensation study to include evaluation of
47 all management positions down to one or two steps below management. Councilwoman Mecham
48 emphasized the need for options. A majority of the Council agreed further discussion of options
49 could wait until the July 17, 2018 meeting.

ADJOURNMENT

At 6:27 p.m., Councilman Ince made a **motion** to adjourn the Council meeting and move to an RDA meeting, with no intention to return to regular meeting. Councilwoman Ivie seconded the motion, which passed by unanimous vote (5-0). In attendance at the RDA meeting were: Clark Wilkinson, Chair; Stephanie Ivie, Vice-Chair; Directors Fillmore, Ince, McEwan, and Mecham; Steve Thacker, RDA Executive Director; Lisa Romney, City Attorney; Jacob Smith, Management Services Director; and Katie Rust, Recording Secretary.

Mackenzie Wood, City Recorder

Date Approved

Katie Rust, Recording Secretary

Minutes of the Centerville City Council **Work Session** held Tuesday, July 17, 2018 at 5:30 p.m. at Centerville City Hall, 250 North Main Street, Centerville, Utah.

MEMBERS PRESENT

Mayor Clark Wilkinson

Council Members William Ince
Stephanie Ivie
George McEwan
Robyn Mecham
Tami Fillmore (arrived at 6:15 p.m.)

STAFF PRESENT

Steve Thacker, City Manager
Kevin Campbell, City Engineer
Cory Snyder, Community Development Director
Randy Randall, Public Works Director
Bruce Cox, Parks and Recreation Director
Paul Child, Chief of Police
Mark Oligschlaeger, Vice Chair Trails Committee
Lisa Romney, City Attorney
Avalon Comly, Recording Secretary

FOOTHILLS PLANNING TASK GROUP REPORT

Earlier this year, the Centerville Trails Committee proposed the construction of mountain bike trails on foothills property owned by the City. The Committee was anxious to proceed with fundraising for this purpose. Their efforts, however, were put on hold to allow time for a management plan to be developed for this property. The first part of that process has been the assessment of current conditions, including a drainage study by the City Engineer and a survey of current foothills users.

Cory Snyder, Community Development Director, reported on the different potential uses of the property, including government, hiking, biking, shooting range, off-highway vehicle and other miscellaneous uses. Councilwoman Ivie added that some people are also using the property for golf. Mr. Snyder discussed the Foothills Survey results. There were 400 responses, ages ranged from 16-75. 90% of respondents reported that they use the area in Spring, Summer and Fall, and the area is mostly used by family and friend groups. Highest uses of the area per the survey are hiking and shooting, and the highest desired uses/improvements are for hiking, biking and the shooting range. Mr. Snyder mentioned that the results may be skewed because only hikers and bikers were willing to stop and take the survey on the day it was given, as opposed to those passing on recreational vehicles.

Mr. Snyder reviewed the current stakeholders of the property and existing agreements and easements on the property. The major stakeholder is Centerville City, and the major agreement is the Gun Range lease agreement. Other agreements include the Deuel Creek 100 South Extension, and the Fuel Break Road Agreement. Steve Thacker, City Manager, provided further details on the nature of these agreements.

Mr. Snyder reported that the Management Task Group came up with a critical rapid response suggestion of installing an "access restriction barrier" for slope erosion control. This

1 access restriction barrier would be constructed with steel fence posts and rope and could be
2 done using volunteers. It is recommended that the work be performed in August in preparation
3 for the fall season. Lisa Romney suggested that if this access restriction barrier is to be
4 erected, additional signage needs to be put up, even on illegal trails, to notify users who may
5 not realize the trail is blocked and prevent accident or injury. Councilwoman Mechem posed the
6 question of whether \$3,000 to erect a temporary access restriction barrier is worth the expense,
7 and will actually stop people from using illegal trails. Councilman Ince asked the Police Chief
8 whether a police officer could be posted on the trails to make sure people are not using illegal
9 trails. Randy Randall, Public Works Director, asked the group whether they felt a rope fence
10 would just be cut and would need to be continuously maintained. Mr. Thacker suggested it
11 would be better to try a rope fence as there is currently nothing there, and there is a lot of
12 erosion taking place due to ATV uses on illegal trails. Mr. Snyder said a better response would
13 be to install a permanent barrier, but for now this is a rapid response solution which was what
14 was requested. Councilwoman Fillmore suggested motorized vehicle users should be the ones
15 to install the barrier. She suggested getting the word out to ATV users that the City is
16 considering barring ATV use on the foothills property completely, unless some of the trails can
17 be closed with these barriers, and asking that the ATV community help to erect the barriers.
18 She would like to get more serious about the way the issue is being communicated to ATV
19 users. Police Chief Paul Child said that the problem he sees with that suggestion is that the
20 ATV users are from all over the valley, even outside of the City, and do not seem to be part of
21 an organized ATV user group that can be readily targeted. Councilman Ince suggested going to
22 a shop that services ATV's to get the word out.

23
24 Councilman Ince wanted to know if the courts can be used to provide "community
25 service" volunteers to erect the barrier.

26
27 Mr. Thacker suggested having staff members contact shop owners to see if ATV users
28 could be contacted to install fencing. The group agreed that the \$3,000 for materials for the
29 rapid response access restriction barrier is approved.

30
31 Mr. Snyder presented the suggestion that a "Use Strategy Task Group" should be
32 created, which would include existing Planning Task Group members, a member of the Parks
33 Committee and Trails Committee, a Public Works representative, the City Engineer and the City
34 Attorney. The priorities of the group would be:

- 35
36
- 37 • Identify options for Access Management & Control
 - 38 • Identify options for Drainage & Storm Water Management
 - 39 • Identify options for Slope Maintenance & Erosion Control Measures
 - 40 • Identify acceptable Recreational Uses and Recommend a Preferable or
Priority List
 - 41 • Identify Risk Management & Liability Issues
- 42

43 Lisa Romney, City Attorney, said that inviting new uses in the area is taking on new
44 liability. Once these uses are approved, they must be maintained adequately. Future budgets
45 will need to reflect the need to continuously manage the new uses on the foothills property.
46 Bruce Cox, Parks and Recreation Director, mentioned that there has been recent legislation that
47 protects property owners more if they allow users to access trails and then users are hurt on
48 their property, than if a property owner puts up signs to try to prevent trespassing and a user
49 gets hurt. Lisa Romney mentioned that this is legislation that protects private property owners,
50 not the City's property.

1
2 Mark Oligschlaeger said that the grant application for construction of new biking trails
3 must be submitted early in 2019, so approval of the bike trails proposal needs to be given well
4 before then. If the grant cycle is missed, the earliest new hiking trails could be constructed
5 would be 2021. Mr. Snyder said he does not feel that these additional uses can be fully agreed
6 upon by fall, and is not sure if the body feels they would rather miss the grant deadline but be
7 very thorough with analysis.
8

9 **DRAINAGE STUDY REPORT**

10
11 Mr. Campbell, City Engineer presented the results of the drainage study he completed
12 for the foothills property. He pointed at a Concept Plan for the Hillside Property Mapping and
13 Drainage Study that was projected for the group. The State and UDOT have followed the
14 pattern of completing studies to know what their risks are, and then creating plans to address
15 those risks, even if the plans are long range. The recommendations of the study are that the
16 City construct a drainage system that will handle the 100-year flood event for runoff generation
17 from the foothills property. The drainage system improvement is recommended in order to
18 divert water to the north and protect homes immediately downstream from the City Hillside
19 Property. It is recommended that the system be constructed in phases and that at a minimum
20 the first phase (phase A) be constructed to handle the 100-year flood event, prior to additional
21 uses being added on the property. The first phase would cost approximately \$247,000. Second
22 and third phases would only be constructed on an as needed basis, in future years. These
23 phases could cost as much as an additional \$211,000. Councilwoman Fillmore asked questions
24 about the purposes of Phase A, and asked about the timing of the construction of the system.
25 Mr. Cox added that the road leading to the property needs to be improved because it is way too
26 steep, but said that he first wants to put in infrastructure to contain the water. Mark
27 Oligschlaeger says that the current plan included erosion control for trails, and notes that
28 proposed and existing trails should be able to handle their own runoff. Mr. Thacker says that
29 over the next 3 months the Use Strategy Group will need to discuss how to time drainage
30 projects with additional uses. Councilwoman Fillmore asked if the lower area of the property
31 has a 50-100 year flood event risk. Mr. Campbell said there are mitigation opportunities in the
32 lower area but the risk below is not as great as the upper area in Phase A.
33

34 Mr. Thacker asked if the group was in agreement with going forward with the creation of
35 the Use Strategy Group. Councilwoman Ivie suggested getting Patty Marsh on the committee,
36 because she is very concerned and lives in the foothills area and hikes it frequently. In addition,
37 she has a husband who is a Civil Engineer. Councilman McEwan asked if the expanded group
38 is talking about uses. Mr. Thacker suggested a session with the City Engineer for homeowners
39 to ask questions. Councilwoman Mecham agreed with Councilwoman Ivie and wants Mr. or
40 Mrs. Marsh to be on the expanded group. The group agreed to go forward with creation of the
41 Use Strategy group and to invite the Marshes to be a part of it.
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ADJOURNMENT

The work session was adjourned at 7:02 p.m.

Mackenzie Wood, City Recorder

Date Approved

Avalon Comly, Recording Secretary

Minutes of the Centerville **City Council** meeting held Tuesday, July 17, 2018 at 7:00 p.m. at Centerville City Hall, 250 North Main Street, Centerville, Utah.

MEMBERS PRESENT

Mayor	Clark Wilkinson
Council Members	William Ince Stephanie Ivie Robyn Mecham Tamilyn Fillmore George McEwan

MEMBERS ABSENT

STAFF PRESENT

Steve Thacker, City Manager
Lisa Romney, City Attorney
Jacob Smith, Management Services Director
Cory Snyder, Community Development Director
Avalon Comly, Recording Secretary

VISITORS

Interested Citizens (see attached sign-in sheet)

PRAYER OR THOUGHT

Tamilyn Fillmore

PLEDGE OF ALLEGIANCE

OPEN SESSION

Mark Oligschlaeger – Mr. Oligschlaeger thanked the Council for inviting him to the work session held before this City Council meeting. He says that his primary concern with regards to creating trails in the Foothills is timing. He says the Trails Committee is grateful for the drainage study performed by Kevin Campbell, City Engineering, and hopes that improving drainage would be able to be completed relatively soon so that trails can be constructed. He expressed that the Trails Committee does not want to miss another grant cycle, especially with the excitement evident in the community during the Open House that was held earlier this year, and they would like to find ways to accelerate the timing of constructing new trails. He pointed out that no trails are being constructed in the area that requires additional drainage per the drainage study that was performed by Mr. Campbell, and so he hopes the added drainage structures that will need to be constructed in the area will not preclude the Trails Committee going forward with making new trails. Mr. Oligschlaeger also asked that road improvements to the Deuel Creek trailhead be in keeping with the character of the Hillside, and not be paved, as was done in Farmington. He requested that other treatments be explored that would be more in keeping with the character of the Hillside. His last point was that although road improvements are needed, these are not needed in order to begin construction of new hiking trails.

Randy Randall - Mr. Randall commented that the first part of the Farmington Canyon road is paved and the unpaved portion has 3 full-time workers maintaining the road all year long, paid by the FAA. The Farmington Canyon road has a 12% grade. The current road in Centerville

exceeds a 20% grade in some places, and so even if maintenance was done, water running down the road would continue to create maintenance issues.

Councilman McEwan commented on Mr. Oligschlaeger's statement, and said he doesn't feel the same pressure to construct trails right away, and doesn't mind missing the grant cycle. Taking a metered approach will help ensure that the Council is careful as they move forward with construction in the Foothills.

Mayor Wilkinson reminded the Council about the great excitement about new trails during the Open House with the Trails Committee, and expressed that he is worried that people will lose interest if it takes too long to move forward with constructing added trails in the Foothills.

Seeing that no one else wished to comment, Mayor Wilkinson closed the open session at 7:22 p.m.

MINUTES REVIEW AND ACCEPTANCE

The minutes of the June 21, 2018 City Council special meeting were reviewed, and it was requested that the recording of the meeting be reviewed with regards to page 2 lines 24 through 40 of the Preliminary Draft to add comments from Lisa Romney that Councilwoman Fillmore thought were missing, to review Councilwoman Mecham's statements in lines 25 and 40 regarding what it was she would have liked more time to review, and to clarify whether pay grade changes or raises were being discussed in lines 30 through 32.

The minutes of the June 19, 2018 Work Session and City Council meetings were also reviewed. Councilwoman Fillmore made a **motion** to accept the June 19, 2018 minutes with no changes. Councilwoman Mecham seconded the motion, which passed by unanimous vote (5-0).

Councilwoman Fillmore made a **motion** to table review and acceptance of the June 21, 2018 City Council special meeting until such time as the recording secretary has reviewed the recording for the June 21 City Council special meeting, especially with regards to the changes above. Councilwoman Mecham seconded the motion, which passed by unanimous vote (5-0).

PUBLIC HEARING – ZONING MAP AMENDMENT – 698 W Porter Lane

Cory Snyder introduced the proposed Zoning Map Amendments for Mr. Bell's property. On June 13, 2018, the Centerville Planning Commission made a motion to recommend approval of the Zone Map Amendment for a northernly portion of Parcel 03-001-0005, located at 698 West Porter Lane, from Residential Medium (R-M) to Commercial Very-High (C-VH), subject to the following requirements:

- (a) Any rezone of the partial area cannot become effective until a division of land is approved by the City.
- (b) A division of land cannot leave a remnant parcel, so such division of the subject tract, to be rezoned, would need to be absorbed into the applicable business lot to the west, as is desired by the petitioner.

Councilman Ince asked how this would affect the proposals that Mr. Bell had before the City Council over the last several months for other areas that he wanted to have rezoned. Mr.

Snyder said that this is a different project from those other proposals, and that this project has its own constraints. The piece of land that was previously rezoned is to the east of this project.

Councilwoman Mecham asked if there were any concerns from neighboring residents about Mr. Bell's property being rezoned to Commercial Very High. Mr. Snyder said the property that is to be rezoned is not large enough to construct anything that would change the character of the neighborhood. He also said that Mr. Bell does not intend to tear down his auto shop in the near future to construct something new.

The applicant was not present to comment.

A public hearing was opened at 7:40 p.m. and was closed seeing that no one wished to comment.

Councilwoman Fillmore made a **motion** to adopt Ordinance No. 2018-15 amending the Centerville Zoning Map by changing the zoning of approximately 0.325 acres of real property located at 698 W Porter Lane from Residential Medium (R-M) to Commercial-Very High (C- VH) based on the findings and recommendations of the Planning Commission. Councilwoman Ivie seconded the motion.

Councilman Ince asked if there are penalties for having paved the residential lot before the commercial re-zoning has taken place. Mr. Snyder says that through the site plan process, this violation should be resolved.

The motion passed unanimously (5-0).

Mr. Bell arrived at 8:25 p.m. and addressed the Council to apologize for not being present when this matter was being discussed.

PUBLIC HEARING – ZONING CODE AMENDMENT- CZC 12.55.110 – Fence and Wall Heights

Mr. Snyder explained to the Council members the amendments that were proposed to the Planning Commission to the Fence and Wall Heights Ordinance, based on a request from the Council to staff to add language to allow a buffer fence of an additional 2 feet in height along a zone district boundary between two differing zones, when and where there is a difference in zone intensity and the higher intensity zone is missing the buffering element of CZC 12.51.070 or between any A-L and R-L Zone boundary.

On June 27, 2018, the Planning Commission reviewed the proposed Zoning Code Amendments to CZC 12.55.110 regarding fence and wall heights in various zones. After three different motions on the matter, the Planning Commission voted to recommend denial of the proposed Zoning Code Amendments by a vote of 3-2.

Councilman McEwan asked if there is any way that a Zoning Administrator could deny someone who met all the stated conditions to build a higher fence, based upon the phrase "[t]he Zoning Administrator *may* approve. . ." in the proposed CZC 12.55.110 (a) (4). Mr. Snyder said no and explained that the word *may* is synonymous with the word *shall* in this case. Mr. McEwan was concerned with the Zoning Administrator being allowed to be capricious or

arbitrary because of the use of the word *may*. Mr. Snyder said there are laws to protect applicants, and that any capricious or arbitrary actions would be quickly discovered.

Mayor Wilkinson opened a public hearing at 7:57 p.m.

Nancy Smith- Ms. Smith wanted to lend support for an ordinance allowing a higher fence. She said she is one of the people who has been affected because of City neighborhood changes, and the only thing that she has control over is her own property. She would have put an 8-foot fence in her yard years prior if that had been an option, because she feels her quality of life has been improved by 85% to 90% just by installing a 6-foot fence. She feels that the ability to put in a higher fence makes a difference to residents' quality of life.

Seeing that no one else wished to comment, the public hearing was closed at 7:59 p.m.

Councilman McEwan made a **motion** to adopt ordinance 2018-17. Councilwoman Mecham seconded the motion.

Councilman McEwan complimented Mr. Snyder on the ordinance he drafted and stated that he feels the ordinance is a good compromise and captures the intent of the City Council. Councilwoman Fillmore commented that she agrees with the sentiment of allowing buffering where it is needed and hasn't been adequately taken care of. She expressed that she appreciated Staff's effort to come to a compromise.

The motion passed unanimously (5-0).

PUBLIC WORKS FLEET REPLACEMENT PROPOSAL

Randy Randall, Public Works Director, explained that the Public Works fleet of trucks needs to be replaced over time so that the trucks that are used in the winter can also be used in the summer. The City Council previously approved a lump sum of \$300,000 in the FY2019 Budget to begin the replacement of public works trucks. Mr. Randall explained that Public Works wants to get a second 10-wheeler and a small dump truck. The small dump truck would be used for snow plowing in cul-de-sacs and areas in which more maneuvering is needed. Mr. Randall discussed his rationale with regard to trading in bobtail trucks at certain times to get the best value during trade-in, and using some funding from a settlement with Volkswagen, a program that is being administered by the State government.

Councilman McEwan made a **motion** to give staff approval to move forward with their recommendations regarding replacement of Public Works trucks. Councilwoman Fillmore seconded the motion, which passed unanimously (5-0). This includes purchase of a 10-wheeler truck and a small truck at State contract prices as explained in the staff report.

PARK SIGNS AND DESIGNATIONS

Municipal Code Amendments – City Park Designations – Ordinance No. 2018-18 enacting CMC 8.02.022

The City Council has recently renamed Founder's Park as the "William R. Smith Park" and has designated the open space area on 100 South as the "Lee Skabelund Wildland Park." As part of these renaming and naming designations, Staff has been working on updating park references

1 on the City website and in other publications of the City to use the new park names. Lisa Romney,
2 City Attorney, reported that she reviewed the Centerville Municipal Code for any references to
3 these parks that may need to be updated and found that the Municipal Code does not actually list
4 the major parks of the City. In order to highlight these parks and to provide a point of reference,
5 Ms. Romney recommended the City Council enact a new Section 8.02.022 of the Municipal Code
6 listing the major parks and their corresponding locations. The proposed Ordinance No. 2018-08
7 sets forth these proposed amendments to the Municipal Code.

8
9 Councilman Ince made motion to adopt Ordinance No. 2018-18 enacting CMC 8.02.022
10 designating major City Parks. Councilman McEwan seconded. Motion passed unanimously (5-
11 0).

12
13 Park Signs – Options and Fundraising

14
15 Steve Thacker reported on options for signage for the "William R. Smith Park" and the
16 "Lee Skabelund Wildland Park", gathered from Dan Sonntag, landscape architect, and displayed
17 pictures of these options from the staff report, as well as pictures of current monument signs used
18 throughout the city. Mr. Thacker explained that about 10 years ago the monument signs cost
19 around \$10,000 each. He guessed that monument signs today would cost about \$12,000 to
20 \$15,000. Councilwoman Mecham raised concern that that Dan Sonntag had previously said he
21 could do the signs for \$6,000 to \$8,000. Mr. Thacker explained that Kevin Campbell, City
22 Engineer, and Mr. Sonntag had not spoken at that point.

23
24 Councilwoman Mecham reported that the Smith family are trying to raise donations for the
25 William R. Smith Park. The Mayor said he has knowledge of other people who are interested in
26 donating and would like to coordinate with Councilwoman Mecham in that effort. Councilwoman
27 Mecham also reported that the family wanted to have a bigger sign but would like to keep the old
28 Centerville rock, as in the current sign's pillars.

29
30 Councilwoman Fillmore suggested that the topic should be decided more slowly, because
31 there is a policy question of whether Centerville desires to have signage consistency by
32 constructing monument signs that match the style of the current "Welcome to Centerville" sign,
33 the Porter-Walton Park sign, the Centerville Cemetery sign, and the Freedom Hills Park sign; or
34 to allow different types of signs to be constructed. The Mayor expressed he would like to have
35 consistency. Councilwoman Mecham agreed that she would like consistency as well.

36
37 Mr. Thacker asked if the Council wanted Lee Skabelund Wildland Park to have the same
38 kind of monument sign as in the examples above. Councilman McEwan expressed that the park
39 has size constraints so perhaps its sign should be a single pillar with a plaque mounted in it.
40 Councilwoman Fillmore agreed with this idea from Councilman McEwan. Councilwoman Ivie said
41 that she would not like to spend a lot of money to have a sign that small designed. Mr. Thacker
42 said he would get a cost estimate for a sign of that nature.

43
44 Mr. Thacker said Dan Sonntag needs a site survey from Kevin Campbell for the southeast
45 corner of 1250 West and Parrish Lane for his use in redesigning that corner. He asked if the
46 Council had any objections to having Mr. Campbell perform that site survey for \$900, and take
47 that out of the RDA budget. The Council expressed that they do not have any objections.

48
49 Councilman Ince pointed out that there are 2 signs at Island View that do not look anything
50 like the other signage that was discussed from other parks. Mr. Thacker said signage for this

1 park would be considered when the design work is done for the Island View Park Renovation
2 Project.
3

4 **COMPENSATION STUDY PROPOSAL**

5
6 Steve Thacker reported on obtaining a proposal for a compensation study as directed by
7 the City Council in the June 19 City Council meeting. The Mayor, City Manager and
8 Management Services Director subsequently met with Mike Swallow of Personnel Systems &
9 Services, who has performed compensation studies for 12 of the 14 cities who responded to
10 Jacob Smith, Management Services Director's email, and asked Mr. Swallow to submit a
11 proposal. Staff recommend--and Mr. Swallow's proposal assumes--that all regular positions (i.e
12 year-round "Full-time" and "Part-time" positions) would be included in the study. The total cost
13 of \$12,148 includes \$2,000 for "HR Systems Audit & Policy & Procedures Recommendations",
14 which is optional, and which staff does not recommend including in the scope of work. The
15 consultant's list of recent governmental clients in Utah and surrounding states is extensive.
16

17 Staff also met with the Clearfield Assistant City Manager to learn about their experience
18 using a consultant called McGrath, located in the Midwest. The process and product McGrath
19 used in Clearfield appears to be very similar to what Mr. Swallow recommends, but their price to
20 perform the Clearfield compensation study was \$30,000 two years ago. Based upon the size of
21 Centerville, relative to Clearfield, Mr. Thacker estimates McGrath's proposal to Centerville would
22 likely come in around \$25,000.
23

24 Mr. Thacker expressed he is pleased with Mr. Swallow's proposal. Mr. Thacker asked if
25 the Council would allow him to go forward with Mr. Swallow's proposal, or would like to meet
26 with Mike Swallow before proceeding.
27

28 Councilwoman Fillmore asked if staff had any idea whether the cities that Mr. Smith
29 emailed who had undergone a compensation study had made any major changes as a result.
30 Mr. Thacker and Mr. Smith said they did not get that detailed with questioning of the cities.
31

32 Councilman McEwan asked if there should be 3 quotes for benchmarking purposes. Mr.
33 Thacker said that per the purchasing policy 3 quotes are not required for obtaining professional
34 service quotes. Councilman McEwan expressed that he doesn't want to go through an RFP
35 process, but that he would be interested to see if other companies are in line with Mr. Swallow's
36 proposal. He wanted to settle in his mind that Mr. Swallow's proposal is a good value for the
37 dollar and feels that since the results of this study will have long lasting consequences for the
38 City it would be good to make sure the City is getting the best value.
39

40 Councilman Ince asked a question about the 15% discount for the "TechNet" data, which
41 he pointed out is actually a 20% discount. Mr. Thacker stated that discount is being offered
42 because Centerville is already a subscriber to TechNet. Councilman Ince said that he is
43 surprised about the expense to have access to data that we already subscribe to. Mr. Thacker
44 said this expense would be for the consultant's work using the TechNet data to make
45 appropriate comparisons.
46

47 Councilwoman Fillmore asked how many cities are used for benchmarking for non-
48 management positions in the City's current process. Mr. Smith said data from 30-40 cities is
49 used. Councilwoman Fillmore asked how many of the cities Centerville uses for benchmarking
50 responded to Mr. Smith's email. She questioned how many of the cities whose data Centerville

currently uses for benchmarking purposes have already used Mr. Swallow's service to perform compensation studies, and if so, how will performing a compensation study yield different results. Mr. Thacker agreed but said that Mike Swallow would be seeking Council's directive about what market Centerville wants to be compared to, and whether Centerville wants to be at the leading edge in terms of compensation average, or at some other level.

Mayor Wilkinson asked if Program C on Mr. Swallow's proposal was part of the additional services that staff does not recommend. Mr. Smith confirmed staff does not recommend that item. Mr. Thacker added that the post project retainer of \$300 per month is also not recommended and explained that the McGrath company that Clearfield uses had an arrangement where a new position can be evaluated for an additional \$250 flat fee, which staff would inquire if Mr. Swallow would be willing to do as well.

Mr. Thacker explained that the current position evaluation tool that Centerville is using was developed in the 1990's. Mr. Swallow's proposal would update that tool to establish internal relationships among positions, and benchmark as many positions as feasible. Once the new tool is in place, the tool would be administered by Staff, or Mr. Swallow could occasionally be brought in for additional help. Mr. Thacker explained that the new tool would have a lot more refinement than the tool that is still being used from the 1990's.

Mayor Wilkinson asked if the Council wants more proposals before deciding to go forward. Councilman Ince said that he is pleased with what he is seeing but thinks it is worth getting a second proposal at the least. Councilwoman Ivie agreed that she would like to see at least one more proposal and expressed that she is not comfortable with Mr. Swallow's proposal because of the many spelling errors, and even a miscalculation in his proposal. The Mayor directed staff to obtain 1 or 2 more proposals for the City Council to compare.

FITNESS COURT PROPOSAL

Mr. Thacker presented background for the fitness court proposal. He said he received an email about tourism tax grants available from Davis County, and Lynn Keddington, Parks and Recreation Committee Chair suggested that the Fitness Court, which Mr. Keddington had become aware of earlier, could be eligible for the tourism tax grant proposal. Mr. Thacker assured the City Council that he is not suggesting the construction of a Fitness Court is a priority for use of RAP tax revenues which have already been committed for the next several years. He turned the time to Mr. Keddington. Mr. Keddington played a brief promotional video for the City Council from the National Fitness campaign website. He explained that the National Fitness Campaign has contributed money in the past year to 100 cities for such facilities and wants to continue this program with other cities. They provide a \$30,000 grant and expect the local sponsor to match that with another \$30,000, which Mr. Keddington suggested could be matched by the tourism tax grant from Davis County. The National Fitness Campaign would also assist Centerville in fundraising another \$60,000 to \$90,000 from national corporations who have been providing grants for other cities. Mr. Keddington explained that the issues he sees are that:

- 1) National Fitness Campaign's preferred location for the Fitness Court is in Porter Walton Park because it is central, has a bike path on the adjacent road, and is near corporate sponsors, but the Parks and Recreation Committee has recently begun the process of creating a master plan, so it

remains to be seen how this Fitness Court would fit into the plan for the community.

- 2) Corporate sponsorship signs would be required on the walls of the Fitness Court, if the corporations are to sponsor the building of the facility.

Mayor Wilkinson asked if the study being performed to complete the master plan will recommend additional recreational items needed in the City. Mr. Keddington replied that recommendations on recreational items will be included in the study.

Councilman McEwan says he is in full support of this type of recreational use, because it doesn't require participants to purchase special equipment, and expressed that he has no problem with corporate sponsorship signs being displayed on the Fitness Court. Ideally, he would like for these corporate sponsors to be local versus national chains. He asked how long the facility lasts and how it is maintained. Ms. Romney said that she would also like to know if National Fitness Campaign would require a commitment from Centerville regarding how long we need to keep the Fitness Court if the City cannot keep up with maintenance. Mr. Keddington replied that if the facility is getting used that much, he cannot see the City not keeping up with the maintenance.

Councilwoman Fillmore asked if Centerville received the \$30,000 grant from the County and the master plan does not ultimately support having a Fitness Court in Porter Walton Park, if Centerville can return the grant money. Steve Thacker said yes, and Councilwoman Fillmore said in that case she didn't see the harm in going forward. She said for her the decision to add a Fitness Court goes to a bigger picture question about the health of the community and the costs that the City incurs when the citizens aren't healthy. She said she believes that the kind of companies who would be sponsoring the Fitness Court are most likely also actively encouraging health so she would be comfortable with corporate logos on the Fitness Court. She also agreed with Councilman McEwan's point that it is good to have something available that everyone of every skill level can use. Mr. Keddington added that he thinks the Fitness Court could be incorporated into summer recreation programs.

Councilwoman Mecham expressed that she is not opposed to corporate sponsorship as long as they are not companies that are morally questionable.

Councilwoman Fillmore wanted to make sure we can check and we are in agreement with the type of Corporate Sponsors that will be on the Fitness Court. Mr. Keddington said that the Parks and Recreation Committee will ultimately be meeting with potential sponsors and can take direction from the City Council as to what types of corporations to obtain sponsorship from.

The Mayor and City Council expressed that they support the application for a tourism tax grant from Davis County for construction of a Fitness Court in a Centerville park.

MAYOR'S REPORT

Wellness Group

The Mayor has formed a Wellness group of 15 people, which is being called Centerville Cares, and includes the Police Chief, doctors, Davis Health, someone from the Davis School District, a person in the community who suffers from depression, and a family that lost a son to suicide. This group was formed after a discussion the Police Chief had with Mayor Wilkinson in

1 which he said that so many of the calls the police go out on involve mental illness. The group is
2 trying to provide opportunities to citizens to serve, be healthy, and get involved in Centerville
3 activities.
4

5
6 Welcome to Centerville Sign on 1250 West
7

8 Mayor met with a representative of Hogan Construction and they still want to help with
9 funding for this sign. The Mayor is trying to accelerate this effort.
10

11 Quick Quack ribbon cutting
12

13 Took place on July 17, 2018 and Mayor attended.
14

15 South Davis Metro Fire Service Area
16

17 The Fire Chief is going to the Planning Commission next week for the station being built
18 in Centerville. He has to begin building the station by the fall, or else he will have real problems
19 with leasing for continues use of the current fire station. The Mayor discussed with Chief their
20 purchase of a new ambulance for \$200,000 and the fire fought in Rolling Hills a few weeks ago.
21 The Mayor said they did a wonderful job fighting that fire. Councilman Ince gave some additional
22 information about the fire in Rolling Hills.
23

24 UIA/UTOPIA
25

26 Layton has gone ahead with issuing bonds to continue build-out in that city. The Mayor
27 was one of 9 that voted against approving the bonds initially, because the contract initially had no
28 dates or figures on it, but this has been resolved.
29

30 **COUNCILMEMBER LIAISON REPORT- Councilman McEwan**
31

32 Report on the Davis County Mosquito Abatement District
33

34 Councilman McEwan said there have now been reports of West Nile Virus in Centerville.
35 The lab that the Board approved to help test for West Nile is now on line. The Executive Director
36 has asked the Mosquito Abatement Board to allow him to buy a machine that helps them to test
37 more samples.
38

39 A drone is now in place to get into some of the harder areas, to see where breeding
40 grounds are for mosquitos.
41

42 Councilman McEwan reported that West Nile Virus maps are posted on Facebook and
43 that Centerville is on track with spray requests. Currently Centerville is at the EPA limits of how
44 much mosquito fogging can be done and the season is now winding down for mosquito
45 abatement.
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CITY MANAGER'S REPORT

Schedule Dates for Work Session topics, field trip and RDA/ACB meetings

- Cemetery capacity—discuss whether to study feasibility of a second cemetery (regular City Council meeting topic at 8/7 meeting)
- Performing arts center HVAC commissioning report and CenterPoint Theatre annual audit report--RDA/ACB meeting on 8/7 prior to the regular City Council meeting
- Fred Hale request for tax increment reimbursement--RDA meeting on 8/7 following the regular City Council meeting
- Community Foundation Board meeting (for Mayor, Councilman Ince and staff)--August 21 prior to regular City Council meeting.
- Sidewalk repair program and related tree policies—during the 8/7 meeting the Council will decide when a work session should be held on this matter.
- Field trip to see pickleball courts and be introduced to the game--not on a regular City Council meeting night- Steve Thacker will suggest dates to Council via email
- Work session with Youth City Council—9/4

Councilwoman Fillmore asked the Council to consider compensation for all of these additional meetings. She says other boards limit meetings to 4 hours per meeting and then compensate via stipends for additional meetings.

Mayor Wilkinson agreed that he would prefer to solve things without a lot of extra meetings and to not go beyond 10 p.m. for meetings.

Councilwoman Ivie wanted to add to the above list a virtual police training on July 30th from 2:30-5 p.m. which is free to participate in or watch.

County Grant Applications

Mr. Thacker wanted to know if the Council is in agreement with him going forward with applying for County's Proposition One funds for the South Frontage Road Bike Lanes Project. The Bountiful City Manager has said he would support the project. There was no objection from the City Council to staff submitting that application.

Fireworks legislation update (City Attorney)

The Utah Legislature adopted HB 38 in the 2018 legislative session regarding fireworks restrictions. Part of the amendments in HB 38 require the County to prepare a county-wide map each year indicating fireworks restriction areas in the County. The County is also required to provide that map to fireworks retailers for posting at the site of sale. Cities are required to provide the County with their respective fireworks restriction area maps by May 1 of each year. Given the effective date of HB 38 and the prior deadlines in the statute, these provisions of the bill will not be implemented until next year. For this year, a police officer was sent to retailers to see if they would voluntarily post the map. A copy of HB 38 was attached to the staff report.

ADJOURNMENT

At 9:50 p.m., Councilman McEwan made a **motion** to adjourn the meeting to a closed meeting and not reconvene the City Council meeting. Councilman Ince seconded the motion, which passed by unanimous vote (5-0).

Mackenzie Wood, City Recorder

Date Approved

Avalon Comly, Recording Secretary

CENTERVILLE

Staff Backup Report

8/7/2018

Item No. 2.

Short Title: Summary Action Calendar

Initiated By: Staff

Scheduled Time: 7:10

SUBJECT

- a. Purchase air compressor from Cate Equipment Company in the amount of \$26,360
- b. Purchase a 2019 GMC Sierra 2500HD truck from Young Automotive Group in the net amount of \$22,423.75
- c. Renew drainage maintenance contract with Twin "D" Inc. for FY 2019 at same prices as FY 2018 contract
- d. Storm drain impact fee refund relating to Rigby Court Subdivision

RECOMMENDATION

- a. Approve purchase of a Doorsan P185 Compressor for \$26,360 from Cate Equipment Company to replace the old compressor.
- b. Approve purchase of a 2019 GMC Sierra 2500HD truck from Young Automotive Group for the net amount of \$22,423.75 after applying a trade-in value of \$13,000 (\$35,423.75 without trade-in).
- c. Award the Drainage Maintenance Contract 2018-2019 to Twin "D" Inc. at the same prices as in the 2017-2018 contract.
- d. Approve refund of \$6,340 in storm drain impact fees to Fred Hale as a credit for the installation of storm drain on Jennings Lane east of Main Street in connection with the Rigby Court Subdivision.

BACKGROUND

- a. The old compressor will be sold on public auction later this year. The air compressor is used for running the jack hammer, compactor, blowing out irrigation lines, etc. The Water Fund budget includes \$28,000 for this purpose. Purchase is being made at State contract price.
- b. The Water Fund budget includes \$38,500 for replacement of the existing truck. Mike Carlson's attached memo explains this is being purchased under State contract and why staff recommend using the existing truck as a trade-in.
- c. At the beginning of FY 2018, the City solicited bids for the Drainage Maintenance Contract with a provision that allows for extension of the bid award for a second and third year at the City's discretion if the contractor is willing to hold his prices. The attachment, "Drainage Maintenance Bid Tabulation", was provided to City Council last year when the bid was awarded to Twin "D" Inc. It reveals the other bidder at that time, and also compares the 2017 Twin "D" prices to bid results from Twin "D" in 2014 and 2011.
- d. Fred Hale, developer of the Rigby Court Subdivision, is entitled to a storm drain fee credit of \$6,340 as explained in the attached emails. The reason for his delay in asking for this credit is also explained in the attached emails. Since Mr. Hale already paid the entire storm drain fee amount, this "credit" will be given as a

refund. According to City Code, developers can apply for an impact fee credit if they are constructing a "system" improvement that is included in the impact fee facility plan/analysis as a growth-related project. The storm drain Mr. Hale installed on Jennings Lane is one of those projects.

ATTACHMENTS:

Description

- ▣ Water Truck Bid
- ▣ Drainage Maintenance Bid Tabulation
- ▣ Notice of Award - Drainage Maintenance Project
- ▣ Emails re Storm Drain Impact Fee Credit

Memo: Steve Thacker and City Council

From: Michael Carlson, Water Supervisor, and Deputy Public Work Director

Date 8/2/2018

Subject: New Water Department Truck Replacement

Steve, I looked at the State of Utah purchasing contracts and found the following and have asked for formal quote using the state bid.

2019 GMC 4WD Sierra 2500 HD Double cab, with a shell and ladder racks. State Contract AR159, see attached quote.

The 2019 GMC truck price before trade-in is \$35,423.75. The trade-in value for our Ford F 350 is \$13,000. Randy, Dave Starke and I have reviewed the price for the trade-in, and because of the problems we've had with this truck, we feel that this is the way to go.

Please note that the payment will be when the truck comes and we take delivery, which is 60 to 90 day out from the time we order it.

I recommend that we award the truck bid to Young Automotive Group for \$22,423.75 with the trade-in applied.

If you have any question please feel free to get with me.



Scott Brown

TO: Centerville City

Prepared By:

Scott Brown

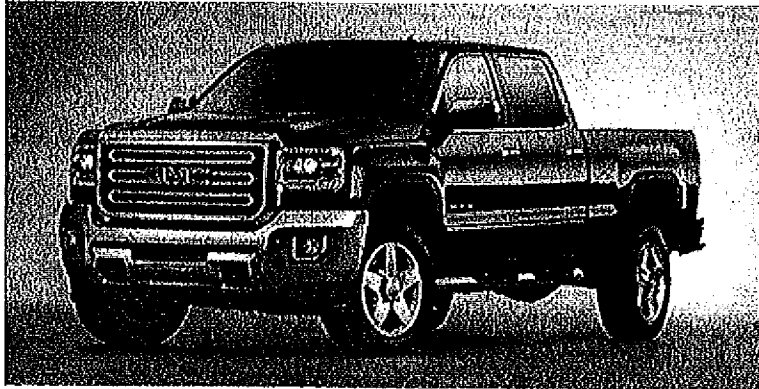
801-301-8777
Young Chevrolet

Approved x _____

Date: _____

PO# _____

[Fleet] 2019 GMC Sierra 2500HD (TK25953) 4WD Double Cab 158.1"



2019 State Contract

\$ 35,423.75

Trade < 13,000.00 2011 Ford F350

\$ 22,423.75 Balance

This document contains information considered Confidential between GM and its Clients uniquely. The information provided is not intended for public disclosure. Prices, specifications, and availability are subject to change without notice, and do not include certain fees, taxes and charges that may be required by law or vary by manufacturer or region. Performance figures are guidelines only, and actual performance may vary. Photos may not represent actual vehicles or exact configurations. Content based on report preparer's input is subject to the accuracy of the input provided.

Data Version: 6163. Data Updated: Jul 26, 2018 9:29:00 PM PDT.



BID TABULATION FOR CENTERVILLE CITY

Drainage Maintenance Project 2017-18 - Project #17-091										Twin "D" Inc (2017)		Professional Pipe Services (2017)		Twin D Environmental Services (2014)		Twin "D" (2011 Bid)	
Item	Description	Amounts	Units	Unit Price	Total	Unit Price	Total	Unit Price	Total	Unit Price	Total	Unit Price	Total	Unit Price	Total	Unit Price	Total
Pipe Cleaning - (including cleaning log)																	
1	4" dia. pipe	300	LF	\$0.30	\$90.00			\$1.36	\$408.00					\$0.40	\$120.00		
2	6" dia. pipe	2,300	LF	\$0.30	\$690.00			\$0.55	\$1,265.00					\$0.40	\$920.00		
3	8" dia. pipe	8,500	LF	\$0.40	\$3,400.00			\$0.40	\$3,400.00					\$0.45	\$3,825.00		
4	10" dia. pipe	1,200	LF	\$0.40	\$480.00			\$0.40	\$480.00					\$0.55	\$660.00		
5	12" dia. pipe	100	LF	\$0.40	\$40.00			\$0.40	\$40.00					\$0.55	\$55.00		
6	Hourly	250	HR	\$170.00	\$42,500.00			\$180.00	\$45,000.00					\$170.00	\$42,500.00		
Video Inspection - (including video tape)																	
7	6" dia. pipe	2,000	LF	\$0.44	\$880.00			\$0.52	\$1,040.00					\$0.60	\$1,200.00		
8	8" dia. pipe	8,000	LF	\$0.44	\$3,520.00			\$0.35	\$2,800.00					\$0.45	\$3,600.00		
9	10" dia. pipe	2,000	LF	\$0.44	\$880.00			\$0.35	\$700.00					\$0.60	\$1,200.00		
10	12" dia. pipe	100	LF	\$0.44	\$44.00			\$0.35	\$35.00					\$0.60	\$60.00		
11	15" dia. Pipe	5,000	LF	\$0.44	\$2,200.00			\$0.35	\$1,750.00					\$0.60	\$3,000.00		
12	18" dia. pipe	2,000	LF	\$0.44	\$880.00			\$0.35	\$700.00					\$0.60	\$1,200.00		
13	21" dia. pipe	200	LF	\$0.44	\$88.00			\$0.50	\$100.00					\$0.60	\$120.00		
14	24" dia. pipe	500	LF	\$0.44	\$220.00			\$0.50	\$250.00					\$0.70	\$350.00		
15	27" dia. pipe	500	LF	\$0.44	\$220.00			\$0.50	\$250.00					\$0.70	\$350.00		
16	30" dia. pipe	500	LF	\$0.44	\$220.00			\$0.50	\$250.00					\$0.70	\$350.00		
17	36" dia. pipe	500	LF	\$0.44	\$220.00			\$0.50	\$250.00					\$0.80	\$400.00		
18	42" dia. pipe	500	LF	\$0.44	\$220.00			\$0.50	\$250.00					\$0.80	\$400.00		
19	Hourly	200	HR	\$100.00	\$20,000.00			\$180.00	\$36,000.00					\$100.00	\$20,000.00		
Miscellaneous																	
20	Protruding lateral removal	1	EA	\$250.00	\$250.00			\$375.00	\$375.00					\$500.00	\$500.00		
21	Root removal - (including root saw or chain)	20	HR	\$0.00	\$0.00			\$0.00	\$0.00					\$200.00	\$4,000.00		
22	Mobilization & Traffic Control (including emergency "call-outs")	1	LS	\$0.00	\$0.00			\$1,585.00	\$1,585.00					\$0.00	\$0.00		
23	Hydro-Excavation for utility potholing	70	HR	\$170.00	\$11,900.00			\$180.00	\$12,600.00					\$170.00	\$11,900.00		
Total										\$88,942.00		\$109,528.00		\$96,710.00		\$103,410.00	

Section 00 51 00

Notice of Award

Date: 08-07-18

Project: Drainage Maintenance Project 2018-2019

Owner: Centerville City

Owner's Contract No.: 17-091

Contract: Drainage Maintenance Project 2018-2019

Engineer's Project No.: 17-091

Bidder: Twin "D" Environmental Services

Bidder's Address:

3038 North 750 East

Layton, Utah 84041

You are notified that your Bid dated 06-29-17 for the above Contract has been considered. You are the apparent Successful Bidder and are awarded a Contract for Bid Schedule Item Nos. 1-23.

The Contract Price of your Contract is Eighty-Eight Thousand Nine Hundred Forty-Two and 00/100 Dollars (\$88,942.00).

3 copies of the proposed Contract Documents (except Drawings) accompany this Notice of Award.

You must comply with the following conditions precedent within [15] days of the date you receive this Notice of Award.

1. Deliver to the Owner [3] fully executed counterparts of the Contract Documents.
2. Deliver with the executed Contract Documents the Contract security [Bonds] as specified in the Instructions to Bidders (Article 20), General Conditions (Paragraph 5.01), and Supplementary Conditions (Paragraph SC-5.01).
3. Other conditions precedent: City reserves right to award contract to same Contractor again in FY 2019-2020 if the Contractor is willing to hold bid prices at that time.

Failure to comply with these conditions within the time specified will entitle Owner to consider you in default, annul this Notice of Award, and declare your Bid security forfeited.

Within ten days after you comply with the above conditions, Owner will return to you one fully executed counterpart of the Contract Documents.

Owner

By: _____
Authorized Signature

Title

Steve Thacker

From: Steve Thacker
Sent: Wednesday, August 01, 2018 5:06 PM
To: fredh@colonialbuilding.com
Cc: Kevin Campbell; Lisa Romney; Mackenzie Wood
Subject: Rigby Court Subdivision - Storm Drain Impact Fee Credit
Attachments: Rigby Court Subd. - Final Bond Estimate and Fee Schedule_(Revised 02-21-18).pdf

Hello Fred:

I was recently informed by Kevin Campbell that you were entitled to a storm drain fee credit of \$6,340 for a storm drain installed as part of the infrastructure required for the Rigby Court Subdivision. The rationale and calculation for this credit are explained in Kevin's email below. You can also see the \$6,340 on the last page of the attachment. Storm drain fee credits have to be approved by the City Council and, according to Kevin, at that time you were anxious to pay the fees and get your subdivision plat recorded so you could begin work and, therefore, did not want to wait for the next council meeting. In other words, according to Kevin, you chose to postpone making this request of the city council. When I learned of this situation earlier this week, I reviewed the storm drain master plan to confirm that the storm drain installed to serve your project is eligible for an impact fee credit. Based on this and Kevin's recommendation below, I intend to put this on the Summary Action Calendar for City Council approval in their next meeting on August 7. If there is a reason you do not want me to proceed with this recommendation to the City Council, please let me know—otherwise I will proceed. You are welcome to attend, but there is no need for you to be there. I expect this will be routinely approved by the City Council based on our policies and normal practice. Upon their approval, I expect we will be able to send you a check by the following week.

If you have any questions about this matter, please contact me.

Regards,
Steve Thacker
Centerville City Manager

From: Kevin Campbell [<mailto:Kevin.Campbell@esieng.com>]
Sent: Wednesday, August 01, 2018 1:00 PM
To: Steve Thacker
Cc: Lisa Romney; Mackenzie Wood
Subject: Rigby Court Subdivision - Storm Drain Impact Fee Credit

Steve,

It is recommended that Fred Hale be given a Storm Drain Impact Fee Credit in the amount of \$6,340.00.

His total Storm Drain Impact Fee for the 2.552 AC was \$9,980.87.

The calculation used for the credit is the difference in 18" vs 15" dia. pipe ($\$5 / \text{LF} \times 508 \text{ LF} = \$2,540.00$) plus the difference in 24" vs 15" dia. pipe ($\$20 \times 40 \text{ LF} = \800.00) plus credit for 1 Manhole (\$3,000.00).

The rationale for the credit is that the developer would have had to install a 15" system for the Subdivision, but the Storm Drain Master Plan required upsizing to 18" dia. and 24" dia. Also one of the manholes was considered a system improvement where the pipe size increased from 18" to 24" diameter.

**CENTERVILLE
CITY COUNCIL
Staff Backup Report
8/7/2018**

Item No. 3.

Short Title: Public Hearing - Zoning Text Amendments - CZC 12.48 South Main Street Corridor Overlay Zone

Initiated By: South Davis Metro Fire Service Area

Scheduled Time: 7:10

SUBJECT

- a. Consider proposed Zoning Code Amendments to CZC 12.48 (SMSC Overlay Zone) regarding development standards and amendments as requested by the South Davis Metro Fire Service Area - Ordinance No. 2018-19
- b. Consider request for Fee Waiver from South Davis Metro Fire Service Area (SDMFSA)

RECOMMENDATION

- a. Approve Ordinance No. 2018-19 amending various provisions of CZC 12.48 (SMSC Overlay Zone) regarding development standards and amendments as requested by the SDMFSA.
- b. Approve waiver of \$750 in fees for site plan submittals and zoning code amendments application from the SDMFSA for new fire station in Centerville.

BACKGROUND

- a. On July 25, 2018, the Planning Commission reviewed and recommended approval of the proposed text amendments to CZC 12.48 (SMSC Overlay Zone) as set forth in the attached Ordinance No. 2018-19. The Staff Transmittal Report for this application is attached.
- b. The SDMFSA Fire Chief asked the City Manager about the possibility of waiving fees relating to the fire station project on Main Street. The City Manager is not opposed to the waiver of base fees for site plan submittals and zoning code amendments, which are intended to offset the cost of in-house staff involved in reviewing those applications. However, he does not recommend waiver of other fees that are intended to cover additional costs the City incurs--such as ESI Engineering and Sunrise Engineering for plan review and site/building inspections--or related development impact fees. Under this assumption, the total value of the waived fees is \$750. This number consists of \$250 for the conceptual site plan base fee, \$250 for the final site plan base fee, and \$250 for the zoning code amendments application.

ATTACHMENTS:

Description

- ☐ 08-07-2018 CC Transmittal Report SMSC Amendments by SDMFD
- ☐ Ordinance No. 2018-19 - SMSC Overlay Zone
- ☐ 07-25-18 PC Staff Report SMSC Amendments
- ☐ 07-25-18 SDMF SMSC Amendments

**CENTERVILLE CITY
COMMUNITY DEVELOPMENT DEPARTMENT
655 North 1250 West, Centerville, Utah 84014
(801) 292-8232**

CITY COUNCIL TRANSMITTAL REPORT

APPLICANT: **SOUTH DAVIS METRO FIRE DISTRICT
C/O CHIEF JEFF BASSETT
P.O. BOX 1547
BOUNTIFUL, UTAH 84010
jbassett@sdmetrofire.org**

APPLICATION: **ZONING CODE TEXT AMENDMENTS**

APPLICANT REQUEST: **AMEND CENTERVILLE CITY ZONING ORDINANCES
FOR VARIOUS PROVISIONS OF THE SOUTH MAIN
STREET CORRIDOR DISTRICT (SMSC)**

RECOMMENDATION: **PLANNING COMMISSION RECOMMENDS
CONSIDERING MODIFICATIONS TO THE
PETITIONER'S DESIRED AMENDMENTS**

BACKGROUND

The petitioner desires to construct a new fire station in Centerville City. The Fire Department has recently purchased land located at 300 South Main Street. The property is currently vacant (previous Pineac Gardens site). The petitioner has indicated that in order to accommodate the design and building function of the new fire station, some amendments to the regulations of the South Main Street Corridor Overlay District are needed (*see attachments for actual petition*).

The petitioner's proposed text amendments are summarized by staff, as follows:

- Amend the requirement of a “*public entrance every 50 feet*,” or recognize the existing fire apparatus bay doors as entrances even though they are NOT public entrances.
- Amend and increase the ratio limit for an allowed “courtyard feature” to extend a minimum “*build to*” setback line from a limit of 40% of the required building frontage to limit of 75% of the required building frontage.
- Amend the building's street floor elevation limit of 12 inches above sidewalk level to 4 feet above sidewalk level to accommodate the apparatus bay driveway slope that is affected by the oversite slope of 10 feet.
- Amend the new “driveway access” limitations to allow for an expansion of an existing driveway cut (*80 feet for the proposed apparatus driveway*).

- Amend and reduce the Civic/Cultural Lot Type Solid to Void requirement (i.e. building walls to windows) from 60% to 15% for the void minimums.

PLANNING COMMISSION RECOMMENDATION

On July 25, 2018, the Centerville Planning Commission received the petitioner's request, reviewed the planning staff report, held a public hearing, made a motion to ***RECOMMEND APPROVAL WITH MODIFICATIONS (5-0)*** of the proposed Zone Text Amendments, as follows:

✓ **CZC 12.48.100.a:**

- (7) In the Traditional Main Street and City Center Subdistricts, entrances allowing public access from the sidewalk shall be provided, *as follows*:
 - *Traditional Main Street Lot Type* – Entrances shall be provided at intervals of at least 50 feet to maximize street activity and pedestrian access opportunities and to minimize expanses of inactive building wall.
 - *All Other Lot Types* – Buildings shall have at least one at-grade entry door leading to Main Street and/or another fronting street (e.g. Corner Lots).
- (10) A portion of the building frontage may be setback beyond the required build-to range (RBR) up to an additional 20 feet if the space is utilized as a site plan approved courtyard or entryway that is open and accessible to the public sidewalk, *limited to the following*:
 - *All Lot Types* – This portion may be up to 40% of the actual building frontage and shall not be used for parking area, exception:
 - i. *Civic/Cultural Lot Types* – This portion may be up to 75% of the actual building frontage and shall not be used for public, or employee parking area, but for courtyards, greenspaces, and other approved design elements.
- (17) The street level *and/or ground* floor elevation shall be no more than the following:
 - *All Lot Types* – 12 inches above the fronting public sidewalk elevation within the RBL *or no more than 12 inches if entrance is fronting an approved courtyard or other similar pedestrian design entry, exception*:
 - i. *Civic/Cultural Lot Types* – 12 inches above grade of a sidewalk style pathway leading from Main Street to an entrance.

✓ **CZC 12.48.160.b:**

- (6) New driveway accesses shall not be established onto Main Street. Exceptions shall be recognized and allowed as follows:

- (A) For an existing legally created lot where the side and rear of the lot are not adjacent to a street and there are no other opportunities to provide needed access to the property.
- (B) An existing legally created access is being moved to another location to meet the parking placements of this Chapter.
- (C) An existing legally created access or accesses are being combined together to establish an access that meets the parking placements of this Chapter.
- (D) *An existing legally created access or accesses are being expanded, pursuant to obtaining a Utah Department of Transportation (UDOT) approval.*

✓ **CZC 12.48.350:**

- Amend the Civic/Cultural Lot Type Illustration, as follows:
 - *Reduce the Solid to Void requirement from 60% to 15%.*

Suggested reasons for the action:

- a. *The Planning Commission finds that the SMSC Overlay Regulations were set to recognize existing access points and encourage the sharing of access points to maintain or improve the pedestrian use and safety.*
- b. *The Planning Commission also finds that if the expansion is limited in nature, such as “the apparatus bay parking for a fire department use” then it is less problematic due a much lower hourly use rate of the access point. The Planning Commission likewise finds that other types of lower-use accesses could be “emergency access lanes to buildings, security or restricted property owner entrance points, one-way entrances or exits, or other limited use needs.*
- c. *The Planning Commission finds that the SMSC Overlay Regulations were set to establish a regular pattern of providing entrance points. This is particularly important for retail and shopping uses traditionally located along main street of a town or city. However, the Planning Commission also finds that civic or public use buildings are more likely to be vulnerable with regards to security concerns. Consequently, the Planning Commission finds that this should be a factor in the design standards for civic uses or buildings that can be targeted for radical or nefarious purposes.*
- d. *The Planning Commission finds that the purpose of the “at-grade” design standard (max. 12 inches above sidewalk) is related to improving the design of the store-fronts to create a pedestrian-friendly environment that contributes to the success of “lifestyle centers” of shopping, eating, and entertainment. Nevertheless, the Commission also finds that it is feasible to alter the design expectation when considering a greater setback being proposed such as a courtyard other entry type element.*
- e. *The Planning Commission finds that that there is a distinction between the form and layout of commercial “retail” or lifestyle centers verses how civic building and uses are patterned.*
- f. *The Planning Commission additionally finds that the adopted SMSC Overlay does recognize these differences to some degree but the actual design standards are so*

- heavily focused on the commercial design land pattern, it falls short in the ability to accommodate other potential use and building types.*
- g. Therefore, the Planning Commission is recommending text amendments, but modifying the petitioner's requested amendments, as stated in the Commission's motion.*

PLANNING COMMISSION VOTE

Commissioner	Yes	No	Not Present
Hayman (Chair)			X
Hirst			X
Johnson	X		
Daly	X		
Hintze	X		
Wright	X		
Helgesen	X		

ORDINANCE NO. 2018-19

AN ORDINANCE AMENDING SECTION 12.48.100 OF THE CENTERVILLE ZONING CODE REGARDING GENERAL DEVELOPMENT STANDARDS, SECTION 12.48.160 REGARDING OFF-STREET PARKING SPACE STANDARDS, AND SECTION 12.48.350 REGARDING LOT TYPE ILLUSTRATIONS FOR DEVELOPMENT WITHIN THE SMSC OVERLAY ZONE

WHEREAS, the City Council has previously adopted the South Main Street Corridor (SMSC) Overlay Zone as set forth in Chapter 12.48 of the Centerville Zoning Code; and

WHEREAS, the City has received a request from the South Davis Metro Fire Service Area to amend various provisions of Chapter 12.48 to accommodate the construction of a new fire station on Main Street as more particularly provided herein; and

WHEREAS, the City is authorized to enact, amend or repeal provisions of the Centerville Zoning Code pursuant to specific statutory authority, including, but not limited to Utah Code §§ 10-9a-501, et seq., and Utah Code § 10-8-84; and

WHEREAS, all required notice and public hearings have been held before the Planning Commission and City Council regarding these proposed amendments to the Centerville Zoning Code.

NOW, THEREFORE, BE IT ORDAINED BY THE CITY COUNCIL OF CENTERVILLE CITY, STATE OF UTAH, AS FOLLOWS:

Section 1. Amendment. Section 12.48.100 of the Centerville Zoning Code regarding General Development Standards for development within the SMSC Overlay Zone is hereby amended to read in its entirety as follows:

12.48.100 General Development Standards

(a) Development within the SMSC Overlay Zone shall be as follows:

- (1) Dimensional requirements for each lot type shall be as set forth in CZC 12.48.340, and other applicable requirements of this Title and the Centerville Municipal Code.
- (2) Buildings shall be constructed substantially with rock, brick, and/or decorative concrete block for the first floor level as viewed from Main Street. Upper floors may be accented with other maintenance free materials compatible with the base floor design.
- (3) At least 25% of the primary building façade facing Main Street shall have upgraded architectural features, such as columns, pillars, archways, canopies, balconies, or other treatments.
- (4) At least 15% of a secondary façade facing another non-primary street frontage shall be of upgraded architectural features.

- (5) At least 5% of all other façade shall be of upgraded architectural features.
- (6) Each building on a lot with Main Street frontage shall have an entrance facing Main Street. Entrances shall be accessible to the public as a regular building entry from the public sidewalk.
- (7) In the Traditional Main Street and City Center Subdistricts, entrances allowing public access from the sidewalk shall be provided as follows:
 - (A) Traditional Main Street Lot Type. Entrances shall be provided at intervals of at least 50 feet to maximize street activity and pedestrian access opportunities and to minimize expanses of inactive building wall.
 - (B) All Other Lot Types. Buildings shall have at least one at-grade entry door leading to Main Street and/or another fronting street (e.g. Corner Lots).
- (8) The percentage of building frontage required along the lot width may be reduced to accommodate site plan approved pedestrian plazas located between buildings. Building frontage percentage shall not be reduced to further accommodate parking beyond what is allowed according to CZC 12.48.160. Access to such pedestrian plazas shall be provided from the sidewalk.
- (9) Pedestrian breezeways between buildings shall be a minimum of five feet in width.
- (10) A portion of the building frontage may be setback beyond the required build-to range (RBR) up to an additional 20 feet if the space is utilized as a site plan approved courtyard or entryway that is open and accessible to the public sidewalk, limited to the following:-
 - (A) All Lot Types. This portion may be up to 40% of the actual building frontage and shall not be used for parking area, with the following exception set forth in Subsection (B).
 - (B) Civic/Cultural Lot Types. This portion may be up to 75% of the actual building frontage and shall not be used for public or employee parking area, but for courtyards, greenspaces, and other approved design elements.
- (11) The use of front yard areas for commercial type development shall be oriented towards the pedestrian and is to include related amenities such as entrance walks, plazas, benches, bike racks, raised flower boxes, or other such features.
- (12) Required Building Frontage shall be the percentage of the total width of the lot that is required to be used as a building wall. A porte cochere may be counted as a building wall even though it has no front or rear wall.

- (13) Each building shall have separate walls to support all loads independently of any walls located on an adjacent lot. Buildings with side-facing windows shall provide necessary light and air shafts within their own lot without relying on the side yard of an adjacent lot.
- (14) Front porches, balconies, or stoops may extend up to 10 feet into front yards provided that walls, screened areas, or railings that are within the front yard do not exceed 42 inches in height above the floor of the porch, balcony, or stoop.
- (15) Parking shall be located to the rear of the building or in a side yard as allowed by the lot width and building frontage percentage requirements of the applicable lot type.
- (16) Side areas that exceed 15 feet in width shall not be located to another side area that exceeds 15 feet in width unless the areas are used as a unified public gathering area or courtyard.
- (17) The street level and/or ground floor elevation shall be no more than the following:
 - (A) All Lot Types. Twelve~~12~~ inches above the fronting public sidewalk elevation within the RBL or no more than 12 inches if the entrance is fronting an approved courtyard or other similar pedestrian design entry, with the following exception set forth in Subsection (B).
 - (B) Civic/Cultural Lot Types. Twelve inches above grade of a sidewalk style pathway leading from Main Street to an entrance.
- (18) Roof lines may be flat or pitched. Roofing shall not be of vivid primary colors (red, blue, yellow).
- (19) Windows of tinted or reflective glass may not be located between two feet and nine feet above sidewalk grade on street-facing facades.

Section 2. Amendment. Subsection 12.48.160(b)(6) of the Centerville Zoning Code regarding Off-Street Parking Space Standards for development in the SMSC Overlay Zone is hereby amended to read in its entirety as follows:

12.48.160 Off-Street Parking Space Standards

* * *

- (b) Parking lots and their placement shall meet the following requirements:

* * *

- (6) New driveway accesses shall not be established onto Main Street. Exceptions shall be recognized and allowed as follows:

- (A) For an existing legally created lot where the side and rear of the lot are not adjacent to a street and there are no other opportunities to provide needed access to the property.
- (B) An existing legally created access is being moved to another location to meet the parking placements of this Chapter.
- (C) An existing legally created access or accesses are being combined together to establish an access that meets the parking placements of this Chapter.
- (D) An existing legally created access or accesses are being expanded, pursuant to obtaining a Utah Department of Transportation (UDOT) approval.

Section 3. Amendment. Section 12.48.350 of the Centerville Zoning Code regarding Lot Type Illustrations for development in the SMSC Overlay Zone is hereby amended to amend the Civic/Cultural Lot Type Illustration to reduce the solid to void requirement from 60% to 15%. Staff shall prepare the appropriate Lot Type Illustration for the Civic/Cultural Lot as amended herein for inclusion in the Zoning Code.

Section 4. Findings. The City Council hereby makes the following findings in support of the SMSC Overlay Zone amendments:

- a. The City Council finds that the SMSC Overlay regulations were set to recognize existing access points and encourage the sharing of access points to maintain or improve the pedestrian use and safety.
- b. The City Council finds that if the expansion is limited in nature, such as “the apparatus bay parking for a fire department use” then it is less problematic due a much lower hourly use rate of the access point. The City Council likewise finds that other types of lower-use accesses could be “emergency access lanes to buildings, security or restricted property owner entrance points, one-way entrances or exits, or other limited use needs.
- c. The City Council finds that the SMSC Overlay regulations were set to establish a regular pattern of providing entrance points. This is particularly important for retail and shopping uses traditionally located along the main street of a town or city. However, the City Council also finds that civic or public use buildings are more likely to be vulnerable with regards to security concerns. Consequently, the City Council finds that this should be a factor in the design standards for civic uses or buildings that can be targeted for radical or nefarious purposes.
- d. The City Council finds that the purpose of the “at-grade” design standard (max. 12 inches above sidewalk) is related to improving the design of the store-fronts to create a pedestrian-friendly environment that contributes to the success of “lifestyle centers” of shopping, eating, and entertainment. Nevertheless, the City Council also finds that it is feasible to alter the design expectation when considering a greater setback being proposed such as a courtyard other entry type element.

- e. The City Council finds that that there is a distinction between the form and layout of commercial “retail” or lifestyle centers verses how civic building and uses are patterned.
- f. The City Council additionally finds that the adopted SMSC Overlay does recognize these differences to some degree but the actual design standards are so heavily focused on the commercial design land pattern, it falls short in the ability to accommodate other potential use and building types.
- g. Therefore, the City Council is recommending text amendments, but modifying the petitioner’s requested amendments, as set forth in this Ordinance.

Section 5. Severability. If any section, part or provision of this Ordinance is held invalid or unenforceable by a court of competent jurisdiction, such invalidity or unenforceability shall not affect any other portion of this Ordinance, and all sections, parts and provisions of this Ordinance shall be severable.

Section 6. Omission Not a Waiver. The omission to specify or enumerate in this ordinance those provisions of general law applicable to all cities shall not be construed as a waiver of the benefits of any such provisions.

Section 7. Effective Date. This Ordinance shall become effective immediately upon publication or posting, or thirty (30) days after passage, whichever occurs first.

PASSED AND ADOPTED BY THE CITY COUNCIL OF CENTERVILLE CITY, STATE OF UTAH, THIS 7th DAY OF AUGUST, 2018.

ATTEST:

CENTERVILLE CITY

Mackenzie Wood, City Recorder

By: _____
Mayor Clark A. Wilkinson

Voting by the City Council:

	“AYE”	“NAY”
Councilmember Fillmore	_____	_____
Councilmember Ince	_____	_____
Councilmember Ivie	_____	_____
Councilmember McEwan	_____	_____
Councilmember Mecham	_____	_____

CERTIFICATE OF PASSAGE AND PUBLICATION OR POSTING

According to the provisions of the U.C.A. § 10-3-713, as amended, I, the municipal recorder of Centerville City, hereby certify that foregoing ordinance was duly passed by the City Council and published, or posted at: (1) 250 North Main; (2) 655 North 1250 West; and (3) RB's Gas Station, on the foregoing referenced dates.

MACKENZIE WOOD, City Recorder

DATE: _____

RECORDED this ____ day of _____, 20____.

PUBLISHED OR POSTED this ____ of _____, 20____.

**CENTERVILLE CITY
COMMUNITY DEVELOPMENT DEPARTMENT
655 North 1250 West, Centerville, Utah 84014
(801) 292-8232**

**STAFF REPORT
AGENDA: ITEM 4**

APPLICANT: **SOUTH DAVIS METRO FIRE DISTRICT
C/O CHIEF JEFF BASSETT
P.O. BOX 1547
BOUNTIFUL, UTAH 84010
(jbassett@sdmetrofire.org)**

APPLICATION: **ZONING CODE TEXT AMENDMENTS**

APPLICANT REQUEST: **AMEND CENTERVILLE CITY ZONING ORDINANCES
FOR VARIOUS PROVISIONS OF THE SOUTH MAIN
STREET CORRIDOR DISTRICT (SMSC)**

RECOMMENDATION: **STAFF RECOMMENDS CONSIDERING MODIFICATIONS
TO THE PETITIONER'S DESIRED AMENDMENTS**

BACKGROUND

The petitioner desires to construct a new fire station in Centerville City. The Fire Department has recently purchased land located at 300 South Main Street. The property is currently vacant (previous Pineae Gardens site). The petitioner has indicted that in order to accommodate the design and building function of the new fire station, some amendments to the regulations of the South Main Street Corridor Overlay District are needed (*see attachments for actual petition*).

The petitioner's proposed text amendments are summarized by staff, as follows:

- Amend the requirement of a “*public entrance every 50 feet*,” or recognize the existing fire apparatus bay doors as entrances even though they are NOT public entrances.
- Amend and increase the ratio limit for an allowed “courtyard feature” to extend a minimum “*build to*” setback line from a limit of 40% of the required building frontage to limit of 75% of the required building frontage.
- Amend the building's street floor elevation limit of 12 inches above sidewalk level to 4 feet above sidewalk level to accommodate the apparatus bay driveway slope that is affected by the oversite slope of 10 feet.
- Amend the new “driveway access” limitations to allow for an expansion of an existing driveway cut (*80 feet for the proposed apparatus driveway*).

- Amend and reduce the Civic/Cultural Lot Type Solid to Void requirement (i.e. building walls to windows) from 60% to 15% for the void minimums.

ZONE TEXT AMENDMENT REVIEW PROCESS

Factors to be Considered

The deciding entity must consider one (1) factor when making a recommendation and a final decision for a zone text amendment. The required factor is outline in CZC 12.21.080.e. Staff's review and conclusions for this factor is provided below:

1. Are the proposed amendments consistent with the goals, objectives and policies of the City's General Plan?

- ✓ *Staff's suggested South Main Street Corridor Plan policies to be considered:*

Corridor-Wide Policies:

Plan Objective 3.C – Prohibit the location of parking lots or areas of asphalt in the front setback area between a building and Main Street. Strategic public parking lots should be coordinated to provide shared parking opportunities along the Corridor. Individual parking lots should be located to the side or preferably the rear of the building.

Plan Objective 4.C - Require primary buildings to orient to Main Street and provide entrances to each building from Main Street. Corner buildings will orient to both streets and have an entrance on both street-facing sides or at the corner.

Staff Comment – The policy design questions involve the location of parking lots and areas of asphalt located in the front setback area and the location of building entrances. Staff shares the following thoughts:

- ***Access/Driveway Expansion*** – The SMSC Overlay Regulations were set to recognize existing access points and encourage the sharing of access points to maintain or improve the pedestrian use and safety. By doing so, it improves the activity levels and use of the streetscape area and create a pedestrian-friendly environment. Allowing an existing drive access, particularly for general public vehicles without contextually keeping the pedestrian environment leads to the elimination of the desired outcome of the design policies.

Nonetheless, if the expansion is limited in nature, such as “the apparatus bay parking for a fire department use” then it is less problematic due a much lower hourly use rate of the access point. Other types of lower-use accesses could be “emergency access lanes to buildings, security or restricted property owner entrance points, one-way entrances or exits, or other limited use needs.

- ***Building Entrances*** – The SMSC Overlay Regulations were set to establish a regular pattern of providing entrance points. This is particularly important for retail and shopping uses traditionally located along main street of a town or city. Such entrance design is pedestrian-friendly and has shown success in encouraging users to explore further along the street thereby enhancing the success of “lifestyle centers” of shopping, eating, and entertainment (*e.g. Station Park in Farmington, Downtown Springdale near Zion Park*).

Today however, a civic or public use building is more likely to be vulnerable with regards to security concerns. Staff believes that this should be a factor in the design standards for civic uses or buildings that can be targeted for radical or nefarious purposes.

Traditional and City Center District Policies (*location of the Fire Station*):

Plan Objective 7.F - Consider providing at least one at-grade entry door from Main Street to each retail space that faces the street.

Plan Objective 7.H - Establish sidewalk requirements of a minimum of 8’ to provide a wider width within the District for an enhanced pedestrian experience.

Plan Objective 7.J - Require the use of building materials and elements that complement the historic context on Main Street.

Plan Objective 7.K - Require parking lots to be placed in the rear of all buildings within the District. On-street parking will take the place of parking lots in front of buildings.

Plan Objective 7.L - Consolidate curb cuts and driveways so that the block face can serve as an enhanced pedestrian area. Align driveways with intersections and driveways across the street.

Staff Comment – In addition to the access/drive and building entrance design elements (*see previous Corridor-Wide topics*). The policy design questions also involve the desire to alter the expected “*at-grade entrances*,” increase the ratio limit for an allowed “*courtyard feature*” to extend a minimum “*build to*” setback line from a limit of 40% of the required building frontage, and to reduce the “*Solid to Void*” requirement. Staff shares the following thoughts:

- ***At-grade Entrances*** – The purpose of the “*at-grade*” design standard (*max. 12 inches above sidewalk*) is again related to improving the design of the store-fronts to create a pedestrian-friendly environment that contributes to the success of “lifestyle centers” of shopping, eating, and entertainment. However, it is also feasible to alter the design expectation

when considering a greater setback is allowed when a courtyard element is being proposed. In this case, a small increase height to enter a courtyard (tier design) and then a second small increase in height (another tier) can accomplish the same expected design task.

Despite an argument for a greater flexible entrance design element, it is staff's opinion that the current City Hall Building Street Entrance is an example of an failed entrance design. The City Hall entrance is rarely used and often roped off from use during the winter season. Such dramatic grade differentiation only really works for very large-scale buildings and plazas. This large-scale design can be found in metropolis cities of the eastern areas of the United States or in Europe that construct huge plaza courts with gardens, seating, and fountains.

Civic/Cultural District Policies (*where civic uses are expected – but the “Civic/Cultural Lot Use Type” is also allowed in the Traditional District of the Overlay Zone*):

Plan Objective 6.A - Incorporate useable green open space around each civic building.

Plan Objective 6.B - Establish a setback range that will allow for green space in front of buildings – a 15' minimum and 25' maximum front setback – but not set buildings back too far from the street.

Plan Objective 6.D - Require distinctive elements and architectural styles for civic buildings to set them apart from commercial buildings along Main Street.

Plan Objective 6.E - Provide at-grade entryways to all civic buildings from Main Street.

Plan Objective 6.F - Require all parking lots to be located to the rear of buildings in the Civic/Cultural District.

Plan Objective 6.G - Utilize side setback areas for continuing open/green space rather than paved parking lots.

Plan Objective 6.I - Civic buildings should be more than one-story to allow for a smaller building footprint, which will allow for more public green space around the building.

Staff Comment – Although the actual fire station parcel is located in the Traditional/City Center District, the ordinance does allow a Civic/Cultural Lot Type to be used for the subject property. The point being made by Staff, for including it, is to highlight that the Civic District and its development layout did

anticipate a slightly differing “form-based” design allowing for increased setbacks “– *but not too far*,” greater proportional green space, a differing expectation for the look of buildings, while still locating parking lots to the rear yard areas of the lot or parcel.

Overall Planning Staff Conclusions – Staff believes that there is a distinction between the form and layout of commercial “retail” or lifestyle centers verses how civic buildings and uses are patterned. The adopted SMSC Overlay does recognize these differences to some degree but the actual design standards are so heavily focused on the commercial design land pattern, it falls short in the ability to accommodate other potential use and building types. Consequently, staff is recommending amendments, but modifying the petitioner’s requested amendments.

PLANNING STAFF RECOMMENDATION

Staff Suggested Action – I hereby make a motion for the Planning Commission to **recommend APPROVAL** of the following proposed text amendments for the SMSC Overlay District:

✓ **CZC 12.48.100.a:**

- (7) In the Traditional Main Street and City Center Subdistricts, entrances allowing public access from the sidewalk shall be provided, *as follows*:
 - Traditional Main Street Lot Type – *Entrances shall be provided at intervals of at least 50 feet to maximize street activity and pedestrian access opportunities and to minimize expanses of inactive building wall.*
 - All Other Lot Types – *Buildings shall have at least one at-grade entry door leading to Main Street and/or another fronting street (e.g. Corner Lots).*
- (10) A portion of the building frontage may be setback beyond the required build-to range (RBR) up to an additional 20 feet if the space is utilized as a site plan approved courtyard or entryway that is open and accessible to the public sidewalk, *limited to the following*:
 - All Lot Types – This portion may be up to 40% of the actual building frontage and shall not be used for parking area, exception:
 - i. Civic/Cultural Lot Types – *This portion may be up to 75% of the actual building frontage and shall not be used for public, or employee parking area, but for courtyards, greenspaces, and other approved design elements.*
- (17) The street level *and/or* ground floor elevation shall be no more than the following:
 - All Lot Types – 12 inches above the fronting public sidewalk elevation within the RBL *or no more than 12 inches if entrance is fronting an approved courtyard or other similar pedestrian design entry, exception*:
 - i. Civic/Cultural Lot Types – *12 inches above grade of a sidewalk style pathway leading from Main Street to an entrance.*

✓ **CZC 12.48.160.b:**

- (6) New driveway accesses shall not be established onto Main Street. Exceptions shall be recognized and allowed as follows:

- (A) For an existing legally created lot where the side and rear of the lot are not adjacent to a street and there are no other opportunities to provide needed access to the property.
- (B) An existing legally created access is being moved to another location to meet the parking placements of this Chapter.
- (C) An existing legally created access or accesses are being combined together to establish an access that meets the parking placements of this Chapter.
- (D) *An existing legally created access or accesses are being expanded, pursuant to obtaining a Utah Department of Transportation (UDOT) approval.*

✓ **CZC 12.48.350:**

- Amend the Civic/Cultural Lot Type Illustration, as follows:
 - *Reduce the Solid to Void requirement from 60% to 15%.*

Suggested reasons for the action:

- a. *The Planning Commission finds that the SMSC Overlay Regulations were set to recognize existing access points and encourage the sharing of access points to maintain or improve the pedestrian use and safety.*
- b. *The Planning Commission also finds that if the expansion is limited in nature, such as “the apparatus bay parking for a fire department use” then it is less problematic due a much lower hourly use rate of the access point. The Planning Commission likewise finds that other types of lower-use accesses could be “emergency access lanes to buildings, security or restricted property owner entrance points, one-way entrances or exits, or other limited use needs.*
- c. *The Planning Commission finds that the SMSC Overlay Regulations were set to establish a regular pattern of providing entrance points. This is particularly important for retail and shopping uses traditionally located along main street of a town or city. However, the Planning Commission also finds that civic or public use buildings are more likely to be vulnerable with regards to security concerns. Consequently, the Planning Commission finds that this should be a factor in the design standards for civic uses or buildings that can be targeted for radical or nefarious purposes.*
- d. *The Planning Commission finds that the purpose of the “at-grade” design standard (max. 12 inches above sidewalk) is related to improving the design of the store-fronts to create a pedestrian-friendly environment that contributes to the success of “lifestyle centers” of shopping, eating, and entertainment. Nevertheless, the Commission also finds that it is feasible to alter the design expectation when*

considering a greater setback being proposed such as a courtyard other entry type element.

- e. The Planning Commission finds that that there is a distinction between the form and layout of commercial “retail” or lifestyle centers verses how civic building and uses are patterned.*
- f. The Planning Commission additionally finds that the adopted SMSC Overlay does recognize these differences to some degree but the actual design standards are so heavily focused on the commercial design land pattern, it falls short in the ability to accommodate other potential use and building types.*
- g. Therefore, the Planning Commission is recommending text amendments, but modifying the petitioner’s requested amendments, as stated in the Commission’s motion.*

South Davis Metro Fire Service Area

Proudly Serving the Communities of

Bountiful - Centerville - Davis County - North Salt Lake, West Bountiful - Woods Cross

Jeff Bassett, Fire Chief

TO: Centerville City Planning Commission

Date: July 5, 2018

From: Jeff Bassett, Fire Chief

RE: Text Amendments, Centerville Fire Station

South Davis Metro Fire Service Area has a critical need for a new fire station in Centerville. The department has purchased land at 300 South Main St. With the requirements of the Main St overlay we are asking for some text amendments, they are as follows:

12-48-100 (a)

7. This item requires doors every 50 feet for public entrance. We will have 3 doors for public access in the public areas. As the building transitions into apparatus bays, we will have 4 bay doors across the front of the fire station.

10. We are asking for the plaza limit requirement of 40% changed to 75%. This is because significant portions of the building are the apparatus bays and we need the driveways to exit from the station.

17. We are asking for the floor elevation to be 4 feet above the frontage sidewalk elevation. This is to accommodate the slope of the apron (driveway) for the emergency apparatus and make drive through bays possible, given the 10 feet of slope we have at the site.

12.48.160 (b)

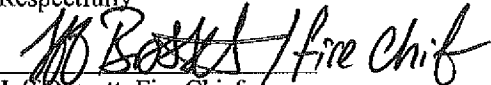
6. This item restricts access onto Main St. We currently have an approved / established curb cut onto Main St. from the property. We need to widen this access to 80 feet. We have evaluated the option of exiting out onto 300 south; this road is not wide enough to accommodate the fire engines. We have obtained UDOT permits to access Main St from the property. We are seeking approval for Fire / EMS Apparatus to access Main St.

12.48.350

Under the Civic / Cultural Lot, the Solid to Void Ratio requirement is 60%. We are asking for 15%. This is because majority of our frontage are apparatus bays.

Thank you for taking the time to consider these text amendments. These are needed to accommodate the design and building function of the fire station. We look forward to meeting with you.

Respectfully


Jeff Bassett, Fire Chief

Board of Trustees: Randy Lewis - Clark Wilkinson - Bret Millburn - Len Arave - Ken Romney - Rick Earnshaw

P.O. Box 1547 • Bountiful, Utah 84011 • 801-677-2400 • Fax 801-677-0166

CENTERVILLE

Staff Backup Report

8/7/2018

Item No. 4.

Short Title: Employee Compensation Study Proposals

Initiated By: City Council

Scheduled Time: 7:50

SUBJECT

RECOMMENDATION

Staff recommends entering into a contract with Personnel Systems & Services. The total proposed cost (after deduction for Program C--HR Systems Audit & Policy & Procedure Recommendation) would be a minimum of \$10,048 up to an estimated maximum of approximately \$18,000 depending on how many job audits are done by the consultant (\$150 per position class plus 5%).

BACKGROUND

Staff brought a proposal from Personnel Systems & Services to the Council in their July 17 meeting. Council, however, directed staff to obtain at least one other proposal for a compensation study. The attached Request for Proposals was subsequently sent to the following consultants:

- NPR Human Resource Consulting
- Global Governance Advisors LLC
- Evergreen Solutions
- McGrath Human Resources Consulting
- JJ Fitzgerald Business Consultants
- Management Advisory Group International

Staff solicited proposals from these companies based on information from Clearfield City and Davis County, both of which contracted for compensation studies in the past couple of years. Clearfield City used McGrath; Davis County used a company that is no longer in business. Staff met with the West Bountiful City Manager and Clearfield City's Assistant City Manager to discuss their recent experiences with Personnel Systems & Services and McGrath, respectively.

Three companies responded to the RFP. Their proposals--along with the original proposal from Personnel Systems & Services--are attached. Their proposed fees are shown below:

- Personnel Systems & Services - \$10,048 if consultant does not do any job audits; approximately \$18,000 if job audits are done for all position classes. The proposal included an optional section, "Program C: HR Systems Audit & Policy and Procedure Recommendation", for another \$2000, that staff recommend is not needed.
- Global Governance Advisors LLC - \$78,500
- McGrath Human Resources Consulting - \$26,859
- Management Advisory Group International - \$22,750

Management Advisory Group International requested their proposal not be made public as it contains images of their proprietary software. Therefore, their attached submittal is not accessible by the public. Section 4.1 was also not included in MAG's attached document due to its length, but can be provided to Council Members upon request.

Mike Swallow of Personnel Systems & Services provided answers to several questions from the City Manager about job audits--see his attached email.

ATTACHMENTS:

Description

- ▢ Compensation RFP
- ▢ PS&S Compensation Study Proposal
- ▢ McGrath Compensation Study Proposal
- ▢ GGA Compensation Study Proposal
- ▢ Mike Swallow Email

Request for Proposal to Develop a Compensation Plan for Centerville City, Utah

Centerville City, Utah is requesting a proposal to conduct a pay equity and market study and replace its current compensation plan developed over 20 years ago.

Currently, the city uses a job evaluation and point system to determine internal equity and assign pay grades for all full-time and permanent part-time positions. The city subscribes to a compensation group to compare pay with other local governments within Utah. The city has recently updated all of its job descriptions.

Centerville City desires a scope of work that would include the following:

- Review of each position to determine internal equity
- A labor market analysis to determine proper benchmarks and pay ranges/bands for each position
- Review and recommend with the cooperation of the Council, Mayor and city staff a compensation management policy and plan that addresses the following:
 - internal equity
 - desired level of competitiveness
 - pay ranges/bands
 - incentives and other forms of compensation
 - merit and/or cost of living increases
 - affordability/sustainability
 - predictability
 - flexibility
 - compression, and
 - pay progression.

Please include with your proposal the following:

- Outline of proposed services
- Time requirements to complete scope of work
- Cost of services including all travel related costs if applicable
- Other public sector entities within the Mountain West Region that have used your services in the past 3 years
- References
- Your project team with a summary of experience and professional certificates
- Sample(s) of work

Additional Information about Centerville City

Centerville City has a population of approximately 18,000 residents with 53 full-time employees and 8 permanent part-time employees. Seasonal employees will not be included in the study. The City has the following departments: executive, finance/admin, parks & rec, police, community development, municipal court and public works (streets, water and drainage).

Deadline for Submittal: August 2, 2018

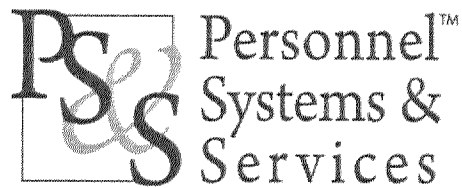
Please send your proposal to Jacob Smith at Jacobs@centervilleut.com

Centerville

Proposal for A Pay Equity & Market Study

June 23, 2018

Prepared By



**1325 W. Bluemont Dr.
Salt Lake City, UT 84123
801-269-8977
personnelsystems@comcast.net**

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INTRODUCTION

The development of a sound personnel management system begins with an organizational statement addressing the objectives of management related to achieving a predetermined employer status and labor market posture. Underlying the objectives is the organization's attitude or philosophy about work and workers. With this in mind the consultant assumes (1) that the city of Centerville desires to achieve a reasonable level of competitiveness and maintain current standards in providing quality services by attracting and retaining the most qualified employees and (2) in order to avoid becoming a training ground for other employers, the city views it desirable to provide career development opportunities where ever possible, competitive compensation and commit other resources necessary to enhance the attractiveness of the as an employer.

PROJECT PHILOSOPHY

Personnel Systems & Services subscribes to and promotes equal pay for equal work, non-discrimination in employment and fair and good faith dealing in all employee-employer relationships. Management has the right to expect a fair day's labor for the daily wage provided. Employees have the right to expect a fair day's pay for the labor given. The appropriateness of the pay provided is a function of the market place, the organizations internal equity system, which establishes the value of the job to a specific employer, and the perceived value of the individual based upon job performance, which includes loyalty, dependability and competence.

The employee's perception of equity and consistency in pay practices may not result in greater productivity and efficiency while the perception of inequity and inconsistency will most always produce discontent.

SERVICE AREAS

JOB ANALYSIS, JOB DESCRIPTION UPDATE & DEVELOPMENT

It is understood that the city has completed the exercise of updating all currently active job descriptions.

JOB VALUATION

In cooperation with the HR Manager, the consultant will assist in the review of the updated job descriptions to determine the internal equity job valuations. The objective of this phase of the project is to determine and establish the internal equity program that is ultimately attached to market data to create a formal pay plan. This process will assist the city to verify its own "worth of work" values most effective in the maintenance of a **"site validated"** internal equity methodology.

LABOR MARKET ANALYSIS

A review of the labor market, the economic area in which you wish to compete, is essential to the overall success of the pay plan. The objective of the analysis is to achieve external competitiveness. This phase involves the completion of a survey of employer wages for benchmark positions. Using statistical measures and valuation techniques it is possible to determine your competitive position in the chosen market place including public and/or private employers, and then establish a specific posture regarding the most realistic market objectives in terms of pay ranges and methods of pay progression. Where does the City want to posture itself in the market place? As a trendsetter? A leading-edge competitor? At market parity? Or, as reasonably comparable?

COMPENSATION POLICIES & PROCEDURES

This service at minimum involves providing at no cost a model compensation management policy which addresses method of progression from minimum to midpoint and from midpoint to maximum of the pay range. Additionally, an outline for creating an incentive program will be included. As a service option, is a comprehensive review of the city's policies, procedures and practices constituting a "Best Practice" assessment audit.

BASIS OF SOUND PAY PROGRAMS

As the city seeks to establish and maintain an effective compensation program it is recommended that consideration be given to some or all of the following:

1. Size and type of business: *The ability to pay certain rates, based upon revenues and financial resources.*
2. Organizational Philosophy: *The willingness to pay certain rates and attitudes about ranking among other employers within a selected labor market.*
3. Nature and Diversity of Work: *The degree of specialization, work variety, and technology (an element of the job classification methodology).*
4. Regional Economics: *The prevailing rates of pay and the rates of inflation.*
5. Availability of Labor Supply: *The competition for certain types of jobs resulting from an abundance or shortage of certain skills and abilities within the labor market.*
6. Value of Work Contribution: *The worth of a particular job to the organization (the overall value determined through classification methodology).*
7. Pay Supplements: *The total compensation comparability afforded through various incentives and discretionary benefits.*
8. Reputation of the Organization: *The competitiveness of pay and social recognition as high- or low-paying.*
9. Pay Progression Policy:
 - The learning curve impact associated with certain types of jobs.
 - Pay range uniformity vs. diversity (pay schedule design).
 - Length of Service.
 - Performance based increases.
 - Pay for knowledge or level of competency.
 - The use of "control rates" within the pay ranges.
10. Bonus and Incentive Plans:
 - The use of "non-scheduled" recognitions.
 - The use of non-monetary rewards.
11. Ownership Protection: *involves realistic consideration of resource limitations. The cost of administration should constantly be balanced against achieving the other objectives of the pay plan and overall personnel program.*

SCOPE OF WORK JOB ANALYSIS & VALUATION STUDY

JOB DESCRIPTION REVIEW

Step #1: The city shall provide a copy of all updated job descriptions for review by the consultant.

JOB VALUATION & CLASSIFICATION

The existing internal equity methodology shall be revised and modified to create a "No Pay Grade" pay plan model.

- Step #2: The consultant will update the four-factor job evaluation instrument and elimination of the conversion of points to bands and bands to grades. The result will be each city job having a unique, market-based pay range.
- Step #3: The HR Manager and in cooperation with the consultant "fine-tunes" the assignment of points to each job, which process may include an invitation from the HR Manager to subject matter experts, supervisors and/or job incumbents to meet and discuss job content.

SCOPE OF WORK MARKET COMPENSATION STUDY

MARKET DATA COLLECTION & ANALYSIS

Step #4: The consultant will utilize the Technology Net, web-based resource to expedite the conducting of the Market Compensation Study. Additionally, if requested by the city, complementary market data may be added to the data obtained through direct solicitation of **targeted survey participants in the Centerville market area as defined by management. Additional data sources may be purchased, i.e., Economic Research Institute (ERI), Utah Employer's Council, etc.**

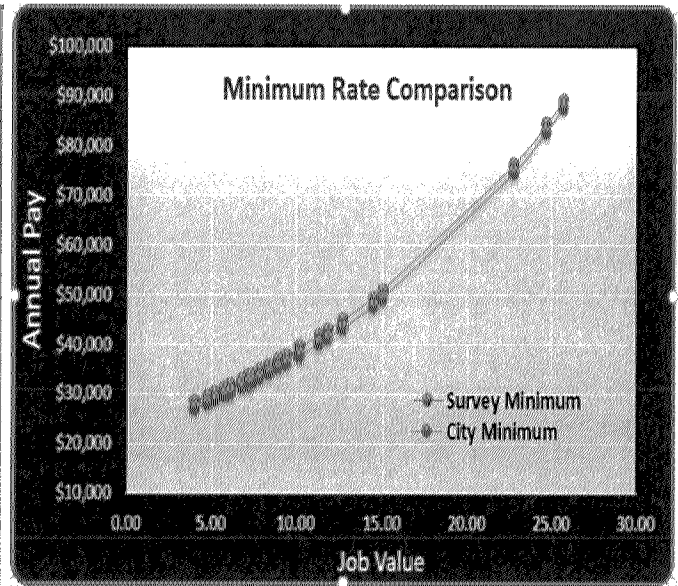
Step #5: **Labor Market Analysis:** The consultant will conduct a survey of base wages within a selected labor market for the city benchmark positions matched in the TechNet system. The survey participants will be chosen by city management and represent various non-profit, public and private entities with whom the city desires to be competitive. It is recommended that this sample remain stable over the years to assure consistency in market evaluation.

It is also recommended that the survey participants include "trend setters", thus enabling the city to ascertain the leadership position of the market. By knowing what market leaders are doing the city can determine what kind of pay policy and posture they want to maintain in relationship with the selected market. Statistical analysis and charts will be used to describe the survey results.

Step #6: Consultant will develop and deliver regression analysis graphic illustrations of the city's comparative position with the defined market area and survey participants.

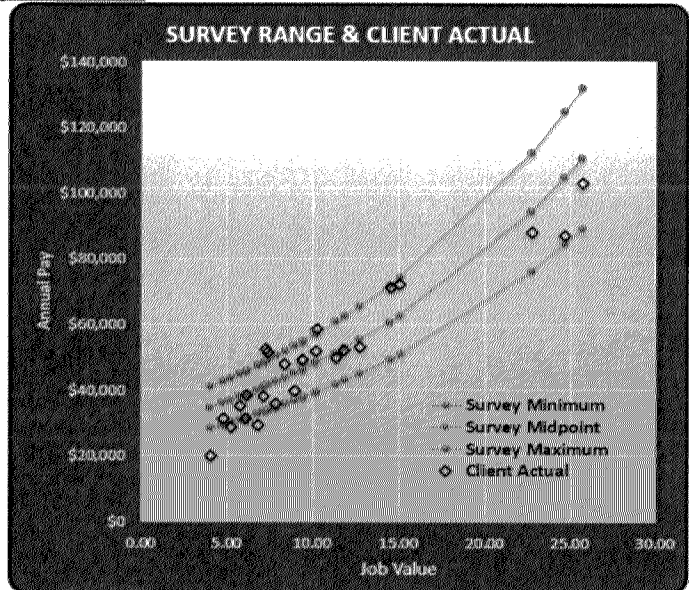
Sample Analytical Chart #1

Job Value	Survey Minimum	City Minimum	\$ Difference	% Difference	Job Title
25.69	\$89,236	\$87,570	-\$1,666	-1.9%	CITY MANAGER
24.67	\$84,541	\$82,819	-\$1,722	-2.1%	POLICE CHIEF
22.70	\$76,200	\$74,401	-\$1,800	-2.4%	COMMUNITY DEVELOPMENT DIRECTOR
14.49	\$49,368	\$47,537	-\$1,831	-3.9%	PUBLIC WORKS SUPERINTENDENT
15.03	\$50,793	\$48,954	-\$1,840	-3.9%	CITY TREASURER/HR DIRECTOR
12.72	\$44,969	\$43,171	-\$1,797	-4.2%	PARKS SUPERINTENDENT
11.34	\$41,803	\$40,039	-\$1,765	-4.4%	PUBLIC WORKS SUPERVISOR
11.85	\$42,941	\$41,163	-\$1,777	-4.3%	SERGEANT
10.18	\$39,323	\$37,590	-\$1,734	-4.6%	CITY CLERK
10.25	\$39,457	\$37,721	-\$1,735	-4.6%	POLICE OFFICER III
9.41	\$37,752	\$36,041	-\$1,711	-4.7%	POLICE OFFICER II
8.40	\$35,776	\$34,095	-\$1,681	-4.9%	UTILITY MAINTENANCE OPERATOR III
7.41	\$33,962	\$32,312	-\$1,649	-5.1%	POLICE OFFICER I
7.16	\$33,514	\$31,873	-\$1,641	-5.1%	UTILITY MAINTENANCE OPERATOR II
7.25	\$33,680	\$32,036	-\$1,644	-5.1%	COMMUNITY CENTER DIRECTOR
6.16	\$31,793	\$30,185	-\$1,608	-5.3%	UTILITY MAINTENANCE OPERATOR I
7.86	\$34,784	\$33,120	-\$1,664	-5.0%	ASSOCIATE PLANNER
8.96	\$36,851	\$35,154	-\$1,696	-4.8%	BUILDING INSPECTOR
6.78	\$32,855	\$31,227	-\$1,629	-5.2%	PARKS MAINTENANCE OPERATOR III/CEMETERY SEXTON
6.11	\$31,703	\$30,098	-\$1,606	-5.3%	ADMINISTRATIVE ASSISTANT
6.73	\$31,082	\$29,489	-\$1,593	-5.4%	DEPUTY TOWN TREASURER/RECEPTIONIST
5.23	\$30,266	\$28,691	-\$1,576	-5.5%	PARKS MAINTENANCE OPERATOR I
4.77	\$29,546	\$27,968	-\$1,560	-5.8%	DEPUTY TOWN CLERK
4.05	\$28,436	\$26,904	-\$1,534	-6.7%	COMMUNITY CENTER ASSISTANT



Sample Analytical Chart #2

Job Value	Survey Minimum	Survey Midpoint	Survey Maximum	Client Actual	Job Title
25.69	\$89,236	\$110,523	\$131,878	\$102,898	CITY MANAGER
24.67	\$84,541	\$104,643	\$124,793	\$97,198	POLICE CHIEF
22.70	\$76,200	\$94,210	\$112,231	\$93,042	COMMUNITY DEVELOPMENT DIRECTOR
14.49	\$49,368	\$60,737	\$72,034	\$71,126	PUBLIC WORKS SUPERINTENDENT
15.03	\$50,793	\$62,511	\$74,180	\$72,134	CITY TREASURER/HR DIRECTOR
12.72	\$44,969	\$55,267	\$65,484	\$63,107	PARKS SUPERINTENDENT
11.34	\$41,803	\$51,334	\$60,778	\$59,800	PUBLIC WORKS SUPERVISOR
11.85	\$42,941	\$52,747	\$62,406	\$62,100	SERGEANT
10.18	\$39,323	\$48,255	\$57,097	\$51,722	CITY CLERK
10.25	\$39,457	\$48,421	\$57,296	\$56,342	POLICE OFFICER III
9.41	\$37,752	\$46,307	\$54,769	\$48,932	POLICE OFFICER II
9.41	\$37,752	\$46,307	\$54,769	\$48,932	POLICE OFFICER II
9.41	\$37,752	\$46,307	\$54,769	\$48,932	POLICE OFFICER II
8.40	\$35,776	\$43,856	\$51,841	\$47,900	UTILITY MAINTENANCE OPERATOR III
7.41	\$33,962	\$41,607	\$49,157	\$51,249	POLICE OFFICER I
7.16	\$33,514	\$41,053	\$48,496	\$38,072	UTILITY MAINTENANCE OPERATOR II
7.25	\$33,680	\$41,259	\$48,741	\$52,371	COMMUNITY CENTER DIRECTOR
6.16	\$31,793	\$39,921	\$48,952	\$38,400	UTILITY MAINTENANCE OPERATOR I
7.86	\$34,784	\$42,626	\$50,374	\$35,887	ASSOCIATE PLANNER
8.96	\$36,851	\$45,189	\$53,434	\$39,873	BUILDING INSPECTOR
6.78	\$32,855	\$40,237	\$47,522	\$29,300	PARKS MAINTENANCE OPERATOR III/CEMETERY SEXTON
6.11	\$31,703	\$38,811	\$45,821	\$31,215	ADMINISTRATIVE ASSISTANT
6.73	\$31,082	\$38,041	\$44,903	\$35,044	DEPUTY TOWN TREASURER/RECEPTIONIST
5.23	\$30,266	\$37,032	\$43,700	\$28,598	PARKS MAINTENANCE OPERATOR I
4.77	\$29,546	\$36,140	\$42,837	\$31,215	DEPUTY TOWN CLERK
4.05	\$28,436	\$34,771	\$41,005	\$19,900	COMMUNITY CENTER ASSISTANT



Innovation: No Pay Grades: Now developed and available is an approach to compensation analysis that eliminates the use of pay grades, as illustrated above, but still retains the integrity of an internal equity maintenance methodology. Over the years there have always been complaints about pay grade structures that become manipulated. While it is almost impossible to eliminate all manipulation, this new approach can significantly minimize and may eventually eliminate such fairness distortions. Based upon an internal equity valuation each job can have an individualized market-based pay range. The slightest variations between the worth of jobs based upon your entity's worth-of-work values can now be recognized resulting in base pay management that is not cumbersome attached to a confining "pay plan".

This approach **can also overcome the frustrations of "Broad Banding"** and eliminate the challenges of associating non-benchmarked jobs to the benchmark anchor. Here too, every job can be uniquely assigned a market derived pay rate.

Innovation: Fine-tuning pay ranges to address and **resolve market sensitive recruitment and retention issues** is a smooth dynamic of the No Pay Grades-Worth of Work system. An option to assist with this type of issue would be to explore the use of stand-alone or "silo" pay plans for those market sensitive job families, such as may be occurring in Public Safety, Public Power, Information Technology, Building Inspection or Public Health jobs.

COMPREHENSIVE HR SYSTEMS AUDIT/POLICIES & PROCEDURES

- Step #7: A consultant will be given access or receive copies to all policies and procedures regarding employees and employment within the organization and review all documents. The intent of the review is to ensure that all policies are properly worded, contain current requirements, and to mitigate liability by creating new policies to meet the current needs of the City and as required by law.
- Step #8: The Consultant will meet with the City's Human Resource Manager and/or Managers, or other employees designated by the HR Manager and will perform an audit by asking a series of questions on hiring practices, benefits, compensation, records management, safety and security, discrimination and separation.
- Step #9: A comprehensive report of the findings will be provided, along with a detailed strategy of how to correct any shortfalls or any perceived weaknesses in policies or procedures to implement best practice.

SALARY STRUCTURE REVIEW & RECOMMENDATIONS

- Step #10: The Consultant and HR Manager will finalize the salary structure to ensure conformity with management philosophy for pay progression methodology and competitive positioning within the defined market. After identifying market relationships, the City will select a level of competitiveness to be achieved in the design of the new pay plan or "plans" with consideration being given to targeted percentiles in the data's prevailing rates. The learning curve philosophy may also be reflected in the development of ranges for various job classifications. Under the "No Pay Grade" alternative, each individual job classification/description will have an independent and separate pay range based upon market.
- Step #11: The Consultant will complete the full integration of the results of the job valuation phase of the study with the market compensation study.
- Step #12: The Consultant will identify and calculate a least cost implementation plan and identify the placement of each employee in relation to their job's revised pay range and valuation. As needed, the consultant will create "phase-in" options based upon calculated economic impact.
- Step #13: Discuss with HR Administrator the interest and value of opening an appeal window to allow employees to appeal their job's valuation and recommended pay range/grade.

ADDITIONAL CONSIDERATIONS/ PROJECT ENHANCEMENTS

Performance Management System: A performance management and evaluation program will normally be designed in combination with one of two ways: (1) to be utilized to monitor employee, work unit, and organizational progress toward achieving established goals and objectives; and (2) to provide justification for pay increases, advancement, promotion, and incentive awards and job retention. In achieving option two, the success of the program will involve integrating the performance management and evaluation program into the other aspects of the total compensation system. Other compensation factors to be evaluated simultaneously would include some or all the following:

A. **Base Pay:** This is the acceptable market range as determined through labor market analysis. The objective of the base pay program is to achieve a predetermined pay posture within the city's defined market area. One of four levels is usually pursued: 1) trend setting 2) competitive 3) parity or 4) comparable. The base pay plan is the companion to the job valuation system that is the method of determining internal equity for the purpose of establishing base pay. Movement through the base pay schedule would be determined by two factors- the learning curve concept and acceptable performance (the minimal level of job productivity that would justify job retention).

B. **Incentive Award/Bonus Plan:** This system allows management to reward performance without compounding the costs in all other areas of compensation which are related to base pay (FICA, retirement, supplemental retirement, insurance, etc.). Such awards are one time, based upon predetermined criteria, can be given to individuals or work groups, and can be either monetary or non-monetary. Even benefits, such as additional annual leave could be used. Such reward systems would provide more financial control.

C. **Longevity Pay:** Generally, such pay is attached to the base pay schedule. When so attached, this program does also compound other costs mentioned above. Annual leave schedules that allow employees to accumulate leave at increasing rates according to time in service are a form of longevity pay. When considering options for rewarding the dedicated, long service employee, annual leave can be supplemented by a lump sum cash program structured like annual accrual schedules. By separating items "b" and "c" from the base pay schedule, management will be better able to minimize the rewarding of mediocrity.

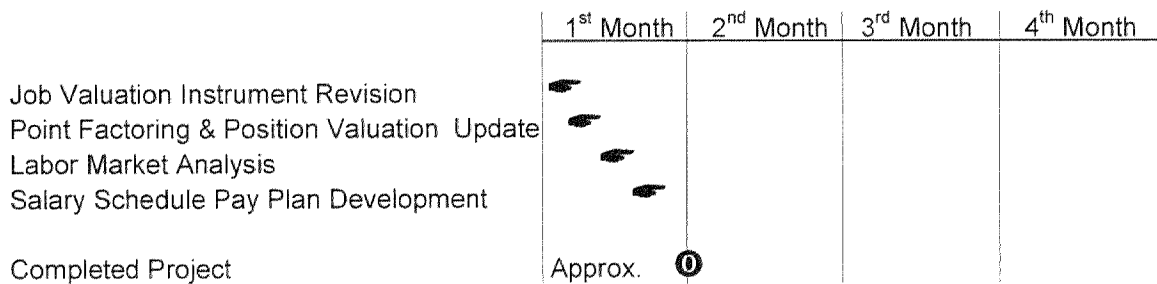
D. **Cost-of-Living Adjustments:** This adjustment to the general base pay schedule is an estimate of market changes. The amount of such adjustments is determined regionally by the Bureau of Labor Statistics and reported as the consumer price index. This is a shortcut substitute to conducting a thorough labor market analysis. It is generally recommended that an organization conduct the labor market analysis at least every two or three years to rectify error produced by using CPI or some other market index.

E. **Market Differentials:** This compensation practice comes into play when the supply and demand in the job market impacts certain types of jobs. It is identified through labor market analysis and shows up as an inconsistency between internal job value (valuation) and external market pay. These adjustments are temporary and are utilized as needed to retain quality employees who have recognized the marketability of their knowledge, skills, and abilities.

DELIVERABLE PRODUCT AND MATERIALS

Upon conclusion of the project the consultant will provide the City with electronic copies of all project deliverables, i.e., revised job evaluation instrument, job valuations, market data, market analysis and pay plan. Additionally, six bank set of Mylar covered tabs will be provided if the city desires to create ring-binder books labeled: Organization Charts, Policies and Procedures, Position Descriptions, Valuation and Job Analysis, Salary Information, and Sample Personnel Forms.

TIME REQUIREMENTS Wage & Salary Market Analysis Study



0 = Deliverable

Compensation Study

COST OF SERVICES

(Approximately 60 employees and 50 job descriptions/classifications)

Program A-Job Valuation

1. Job Value Survey 70% of 60, 42 employees @ \$10 ea.	\$420.00
2. Customization of Point Factor Instrument	\$1,000.00
3. Job Analysis & Valuation (Internal Equity Reassessment 50 @ \$75.00)	\$3,750.00

Total: Program A	\$5,170.00
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Program B-Labor Market Wage/Salary Analysis

1. Labor Market Salary Survey and Analysis	\$4,500.00
3. Pay Plan Integration & Recommendations - Compression Adjustments	\$1,000.00

Sub-Total Program B	\$5,500.00
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Utah/TechNet Subscriber Discount @ 15%	(\$1,100.00)
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Sub-Total Program B	\$4,400.00
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Program C- HR Systems Audit & Policy & Procedure Recommendations

1. Comprehensive Review of Policies and Operating Procedures	\$750.00
2. Onsite Audit	\$500.00
3. Information Analysis, Best Practice Verification & Official Report, With Recommendations	\$750.00

Total: Program C	\$2,000.00
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Program D- Model Compensation Policy

1. Model Compensation Policy	
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Total: Program D	\$0.00
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Total Cost: Program A-D:	\$11,570.00
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All overhead Expenses @ 5%	\$578.00
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Total	\$12,148.00
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Payment Schedule: Upon completion of onsite HR system audit and delivery of findings and report- 25%. Upon delivery of Wage Analysis, pay plan and final project materials - 75%.

POST PROJECT RETAINER

\$300 per month, plus expenses (if travel is required)

Retainer Service Includes: All telephone consultation, All Webinar Meetings, all periodic web training sessions, all maintenance of problems with formula-based compensation management system and, as needed, coaching in the annual updating of market survey data.

MIKE SWALLOW
PROFESSIONAL & BUSINESS PROFILE

WORK EXPERIENCE

(1976-2018)

Technology Net, Inc.; Partner and co-developer of the TechNet online Compensation Survey System. 900 Subscribers in Utah, Idaho, New Mexico, Wyoming, Colorado, Mid-American Regional Council (Kansas & Missouri), Kansas Association of Counties, Virginia Institute of Government/University of Virginia and Maryland Municipal League. Established 2002.

Personnel Systems & Services. Currently providing technical assistance consulting services in human resource management systems consisting of: job analysis and classification, labor market compensation analysis and pay plan development, policy and procedure development, grievance management and resolution, performance management, recruitment and selection, training and general HR management programs. Company established in 1988.

Bureau Manager- Local Government MANAGEMENT/HR Consultant, Bureau of Consulting Services, Department of Human Resource Management, State of Utah. Develop, market, coordinate and deliver technical assistance services to Utah cities and counties in human resource management, supervisory training, organizational development, employee assistance programs, employee relations, fair employment programs, recruitment and selection, job classification, and wage and benefit analysis. Direct and coordinated state-wide and interstate salary and benefit surveys and analysis.

Contract Consultant, Emery County, Price City, Tooele City, Iron City, Tooele County and Carbon County Utah. In conjunction with State of Utah consulting duties, and under special contract, acted as advisor and resource to the City. Provided consultation related to policies, procedures, classification, compensation, recruitment, selection, discipline, termination and employee relations.

Self Employed, Benefits Broker & Personnel Consultant. Marketing and sales of individual and group benefits utilizing medical reimbursement plans, salary continuation plans, business continuation programs, stock redemption plans and 401(k) salary reduction plans. Performed private consulting to professionals and local governments. Developed business plans or proformas with income projections, cash flow analysis, balance sheets and break-even analysis. Worked as an associate to Ricketts and Associates-Risk Management/Vierra-CPA firm. Licensed to sell life, health and disability insurance.

Idaho Association of Counties, Boise, Idaho. Develop, market, coordinate and deliver technical assistance services to Idaho cities and counties in human resource management, supervisory training, organizational development, employee assistance programs, employee relations, fair employment programs, recruitment and selection, job classification, and wage and benefit analysis.

Current Retainers: North Davis County Sewer District, UT; Washington City, UT; Idaho Falls Power, ID.

Current Projects: Tooele County, UT; Snyderville Basin Water Reclamation, UT; Roy, UT; Meridian, ID; Dixie Power, UT; Bel Air, MD; Pagosa Springs, CO.

Annual Projects Conducted via Technology Net: Wasatch Compensation Group annual salary and benefit survey (Salt Lake City, West Valley, Murray, Sandy, Provo, Orem, Ogden, Layton, Park City, West Jordan, St. George, and South Salt Lake). Colorado Municipal League, Virginia Institute of Government/University of Virginia, Maryland Municipal League, Kansas Association of Counties, Mid-America Regional Council (Kansas & Missouri).

REFERENCES

MOST RECENT ENGAGEMENTS 2016-2018

Mr. David Kitchen, HR Manager, Lehi City, 801-768-7100, dkitchen@lehi-ut.gov
Mr. Mike Terry, HR Director, Murray, UT, 801-264-2655, mterry@murray.utah.gov
Mr. John West, HR Director, Grand County, UT, 435-259-1323, jwest@grandcountyutah.net
Ms. Melanie Marsh, Human Resources Director, Payson, UT, 801-465-5202, melaniem@payson.org
Mr. Duane Huffman, City Manager, West Bountiful, UT, 801-292-4486; dhuffman@wbcity.org
Mr. Ryan Snow, City Manager, Roosevelt, UT, 435-725-7207; RSnow@rooseveltcity.com
Ms. Rachel Stenta, Assistant City Manager, Moab, UT, 435-259-2683, rstenta@moabcity.org
Mr. Nathan Crane, Highland City, UT, 801-772-4566; NCrane@highlandcity.org
Mr. Edward Dickie, City Manager, Santa Clara, UT, 435-673-6712, edickie@sccity.org
Mr. Spencer Evans, Controller, Cottonwood Improvement District, UT, 801-943-7671, sevens@cid.utah.gov
Ms. Jennifer Coates, Town Manager, Ridgway, CO, 970-626-5308 Ext. 212, jcoates@town.ridgway.co.us
Ms. Rebecca Fritz, HR Director, Ouray, CO, 970-325-7062, fritzr@cityofouray.com
Ms. Tina Combs, HR Director, Nampa, ID, 208-468-5447, combst@cityofnampa.us
Ms. Crystal Ritchie, HR Manager, Meridian, ID, 208-898-5503, [critchie@meridiantcity.org](mailto:critchier@meridiantcity.org)
Ms. Dawn Brecke, HR Manager, Springdale, UT, 435-772-3434, dawnsanders@infowest.com

MOST RECENT ENGAGEMENTS 2013-2015

Ms. Pam Springs, HR Director, Lafayette, CO, 303-665-5588, pamsp@cityoflafayette.com
Ms. Natasha Hirschi, HR Manager, Cedar City, UT, 435-865-2880, hnatasha@cedarcity.org
Mr. Jamie Davidson, City Manager, Orem, UT, 801-229-7038, jpdavidson@orem.org
Mr. Seth Perrins, City Manager, Spanish Fork, UT, 801-804-4535, sperrins@spanishfork.org
Mr. Jeff Shumway, Business Manager, Southwest Public Health, UT, 435-986-2585, jshumway@swuhealth.org
Mr. Roger Carter, City Manager, 111 North 100 East, Washington City, UT, 435-656-6300, rcarter@washingtoncity.org
Ms. Ruth Holyoak, HR Officer, 111 North 100 East, Washington City, UT, 435-656-6315; rholyoak@washingtoncity.org
Ms. Delilah Walsh, County Manager, Socorro County, Socorro, NM, 575-835-0589, dwalsh@co.socorro.nm.us
Mr. Mark Fratrack, Village Manager, Taos Ski Valley, NM, 575-776-8220, mfratrack@vtsv.org
Mr. Keith Lord, General Manager, Taylorsville-Bennion Improvement District, UT, 801-968-9081, klord@tbid.org
Mr. Anthony Mortillaro, Executive Director, North Central Regional Transit District, NM, 505-629-4725, anthonym@ncrtd.org
Mr. Dan Tarwater, HR Director, Las Vegas, NV, (702) 229-6011, dtarwater@lasvegasnevada.gov
Ms. Sue Brown, Compensation Administrator, Las Vegas, NV, (702) 229-6011, sbrown@LasVegasNevada.GOV

Others Upon Request

PREVIOUS ENGAGEMENTS

Classification, Compensation, Supervisor Training, Performance Management

UTAH

Blanding	North Davis County Sewer District
Bluffdale	North Pointe Solid Waste District
Bountiful Water Sub-Conservancy District	Park City
Box Elder County	Phonex Corporation
Brian Head Town	Pleasant Grove
Brigham City	Price
Cache County	Provo
Canyonlands Natural History Association	Riverdale
Carbon County Housing Authority	Salt Lake City Service Area #1
Cedar City	San Juan School District
Centerfield	Santaquin
Central Weber Sewer Improvement District	Sevier Applied Technology Center
Clearfield	Sevier County
Davis Applied Technology Center	Six County Commissioners Organization
Davis School District	Snyderville Recreation District
Davis County	South Davis County Fire Department
Draper City	South Jordan
East Carbon City	South Salt Lake
Emery County	Southeastern Utah Association of Governments
Ephraim City	Spanish Fork
Five County Association of Governments	Springville
Garfield County	State Board of Education (Utah)
Grand County	State Court Administrator, Office of
Heber City	Summit County
Heber Light & Power	Syracuse
Heber Valley Railroad	Taylorsville
Helper	Timpanogos Special Service District
Highland	Tooele County
Holladay	Tooele City
Hurricane	Uintah Basin Applied Technology Center
Kearns Improvement District	Uintah County
LaVerkin	Utah Risk Management Mutual Association
Layton	Wasatch County
Lehi City	Wasatch Front Regional Council
Mapleton	Washington City
Midvale City	Washington County
Moab	Washington Terrace
Morgan County	Wellington City
Mountainland Association of Governments	West Jordan
Murray School District	Woods Cross
Neways International	Zion Natural History Association

IDAHO

Coeur d'Alene City	Custer County
Nampa City	Gooding County
Idaho Falls City	Idaho County
Benewah County	Kootenai County
Blaine County	Lemhi County
Bonner County	Madison County
Bonneville County	Minidoka County
Boundary County	Owyhee County
Canyon County	Power County
Caribou County	Valley County
Canyon County Ambulance District	

NEW MEXICO

New Mexico Municipal League
New Mexico Finance Authority
Albuquerque
Ruidoso
Santa Fe
North Central Regional Transit District

Taos Ski Valley
Carlsbad
Town of Taos
Clovis

WYOMING/COLORADO/ALASKA/NEW JERSEY

Hoonah, AK
Cody, WY
Park County, WY
Lafayette, CO
Walsenburg, CO
Logan City, CO
Georgetown, CO

Wheatland, WY
Torrington, WY
Wyoming Municipal Power Company, WY
Lander, WY
Central Wyoming College
Powell, WY
Las Vegas, NV
Gateway Group One, NJ

Other: National District Attorney Association, Washington DC/Arlington VA

WOW-NPG Pay Plan Clients

American Fork, UT	Ouray, CO
Blanding, UT	Payson, UT
Canyon County Ambulance District, ID	Ridgway, CO
Cedar City, UT	Roosevelt, UT
Daggett County, UT	Santa Clara, UT
Duchesne County, UT	Saratoga Springs, UT
Eagle Mountain, UT	Socorro County, NM
Heber Light & Power, UT	Southwest Public Health, UT
Highland, UT	Spanish Fork, UT
Grand County, UT	Springdale, UT
Iron County, UT	Taos Ski Valley, NM
Idaho Falls, ID	Taylorville/Bennion Water District, UT
Lafayette, CO	Timpanogos Special Service District, UT
Lehi, UT	UTOPIA, UT
Murray, UT	Wasatch Mental Health, UT
Moab, UT	Washington County, UT
Nampa, ID	
North Central Regional Transportation District, NM	

PROJECT TEAM-KEY STAFF

Mike Swallow

President of Personnel Systems & Services, Inc.; a human resource consulting company established in 1988 and a general partner of Technology Net, Inc., established in 2001. For 30 years Mike has been providing technical assistance as an independent consultant primarily to local government entities either as a staff consultant or independent consultant in various HR management areas, including job analysis and classification, labor market analysis and pay plan development, policy and procedure development, grievance management and resolution, performance management & evaluation, recruitment and selection and supervisor training. Having been engaged by over 130 entities, Personnel Systems & Services has clients based in Utah, New Mexico, Idaho, Colorado, Wyoming, New Jersey and Alaska. The National District Attorney Association, Washington DC, is also a notable consulting engagement. Previous employers include the Utah Intergovernmental Personnel Agency, Idaho Association of Counties, State of Utah- DHRM, and Summit County. Academic credentials include a master's degree in public administration and a bachelor's degree in psychology from Brigham Young University.

David R. Colvin

David has provided management and consulting services to state and local governments, and education for more than 25 years. Mr. Colvin has a dozen years of experience in city government management in three states, including 9 years as a city manager or administrator. During his tenure as a city manager/administrator, he managed many large-scale capital improvement projects, developed and implemented master plans, city-wide performance reporting systems, human resource systems, and performance based budgets. As a strategic planner, fiscal and management analyst for a state legislature, Mr. Colvin has 9 years' experience managing and facilitating the development of several state-wide strategic plans and providing consulting services in developing a state-wide performance measurement system. Mr. Colvin has also managed and provided training for a University's state and local government managers/elected officials leadership and management development program, and provided consulting services to many local governments in developing human resource systems and implementing other organizational development efforts. Mr. Colvin has a Bachelor's degree in Communications and Organizational Behavior, and a Master of Public Administration degree, from Brigham Young University.

Albert Foster

Albert is the president of Facil HR, a human resource consulting firm which specializes in policy, compliance, and employee relations. For the past 15 years, Albert has consulted over 125 large and small businesses from Vermont to California on ways to keep them compliant, productive, and respected in their operations and industries. After working for Arthur J Gallagher, the third largest consulting firm in the world, and earning a Master's in Human Resources from Utah State University in 2012, Albert felt it was time to grab the bull by the horns, both figuratively and literally, and founded Facil HR in 2015. Facil is Latin for "Easy", and that is his intent, to make HR easy and relieve some of the administrative nightmares that small to mid-sized organizations consistently face. While working for Gallagher, he also managed and owned Custom Benefit Solutions, which he later sold in early 2015. CBS was a TPA specializing in COBRA, administration, flexible spending arrangements, and benefit plan compliance documents. Albert is currently serving a second term as a member of Roosevelt City, Utah, City Council.

Gaylyn Larsen, SPHR

Gaylyn boasts over 21 years of experience in local government human resource management, which experience is complimented by three years of full time consulting. Her consulting engagements involved the development of job classification and compensation systems, and she has been a member of several job audit teams in connection with consulting engagements entered into by Personnel Systems & Services. Gaylyn is served as the Salt Lake County Sheriff Department's Human Resource Director for several years and is currently Human Resource Director for Wasatch Front Waste & Recycling District. Previously, she served as Human Resource Director for the City of St. George for nearly 8 years and as a Human Resource Analyst for the Utah State Tax Commission. Her academic credentials include a degree in Personnel & Industrial Relations with a minor in Economics.

Jeff Monson

Jeff has attained degrees in Business Management, Business Administration, and a Master's degree in Organizational Management. He has 15 years of training, program development, and human resource experience. Jeff gained much of his experience while working at Intermountain Health Care. During that time, he worked with a variety of employee and patient groups and committees and helped develop and implement effective communication techniques and behavioral modification programs. He also gained a wide range of experience from working with over 300 small- and medium-sized organizations, assisting them with human resource, benefit, and safety issues. Additionally, he has helped companies develop the necessary policies and procedures to become more effective and profitable. Various projects involved the resolution of issues between employers and employees regarding compliance issues, safety laws, and regulations. He was elected and serves as a member of the Board of Trustees for Kearns Oquirrh Park Fitness Center. Currently Jeff is the Human Resource Director for the Valley Emergency Communications Center, Salt Lake County.

Richard T. Morley

Richard (Ric) holds a bachelor's degree in business administration and is a human resource professional with 20+ years of combined experience in human resource management, business, business development, purchasing, accounting, computers, and retail business management. With his experience crossing several disciplines, he brings multiple business talents to our consulting team. Since 1991 he has been involved in HR operations. This included the development of seminars in time management (Simple Time Management); serving as Director of Operations for a company that achieved over 50 million a year in sales (where he also developed the basis for the future HRIS system); serving as a team member providing HR consulting to local governments; and serving as Director of Human Resources for a small company where he was later promoted to Executive Vice President. Here he also developed an internet-based HRIS system that works with almost all payroll and human resource programs. Most recently, Ric assisted in forming a human resource company named HR Group Central whose focus is to provide customized HR technical assistance to small and large companies where he is currently serving as the COO. Ric is a member of the SHRM and has been involved with various chamber organizations.

Judy Thimakis

Judy has a combined 27 years of human resource experience in private industry, higher education, and local government public administration. As a PhD, Judy has occupied a faculty position at the University of Phoenix, teaching in the master's and undergraduate programs. In a fulltime capacity, Judy works for American Fork City as the HR Manager, and has worked for Salt Lake County as the Executive Director of the Deputy Sheriff Merit Commission and Senior HR Consultant in the Human Resources Department. She managed the Compensation Department for the University of Utah and directed the HR functions in private industry. She is experienced in managing benefits, compensation, recruitment, employee relations, safety, training, law enforcement testing, law enforcement merit systems, and some information systems. Academically, Judy carries a Bachelor's Degree in Human Resources and a Master's Degree in Public Administration. She owns a Doctorate of Management where her dissertation subject was Gender and Leadership, a Comparative Study. She is trained in dispute resolution and is a Legislative Advocate, assisting with lobbying efforts for University of Utah. Judy has been active professionally serving on boards in the human resources area, including President, Vice President, and a board member for the Intermountain Compensation and Benefit Association (ICBA) and the International Public Management Association-Human Resources (IPMA-HR).

Kenneth G. Topham Jr., CEBS CPM

Ken is a Technology Net, Inc. founder and general partner. He earned a B.S. degree in Business Administration from Southern Utah State College (now Southern Utah University) and an MBA from the University of Utah. He has professional designations as a Certified Employee Benefit Specialist (CEBS) from the Wharton School and the International Foundation of Employee Benefits Plans; and as a Certified Public Manager (CPM) from the University of Utah and the State of Utah. He is a past member and chairman of the Salt Lake Area Compensation and Benefits Group and previous member of the International Foundation of Employee Benefits Plans and of the International Society of Certified Employee Benefit Specialists. He was employed with the State of Utah for 30 years, with nearly 28 years' experience in the human resource management field. He has filled positions as Management Analyst in the Department of Transportation, Human Resource Director in the State Tax Commission, State Compensation Manager, State Benefits Manager, and HR Functional Manager during the State's development and implementation of a client/server Human Resource Management Information System. He was instrumental in developing and implementing the State's flexible benefits program, employee benefits profiles, annual benefits fairs, a health awareness training program, and the State's client/server human resource management information system. His last assignment with the State DHRM was as the State of Utah HR Special Projects Manager with assignment specifically in the area of local government services.

Appendix

Factor I- Job Knowledge 40%



American Fork

		A	B	C	D	E	F	G	H
KNOWLEDGE, SKILLS & ABILITIES	FORMAL EDUCATION & TRAINING	Minimal Formal Education.	Graduation From High School Or GED.	High School, GED & up to 1 Year Of Job Related Training or Education.	2 Years Of Job Related Training, or Associate Degree.	4 Years of job related training, Or Bachelor's Degree.	4 yr. degree plus 1 Year Of Graduate Work.	2 Years Of Graduate Work, Masters Degree Or Equivalent.	Extensive Graduate Work Beyond Masters.
1. Unskilled. Ability to follow simple oral instructions. Reading and performing simple mathematical computations may be required. May need a basic understanding of the use of common office equipment or basic hand and power tools.		0.62 0.65	0.68 0.72 0.75	0.78 0.82 0.87			Additional points are awarded for required experience as a percentage of the points awarded for Job Knowledge: I. Up to one (1) year of experience...5% II. Up to three (3) years of experience...10% III. Up to five (5) years of experience...20% IV. Up to eight (8) years of experience...30% V. Over eight (8) years of experience...40%		
2. Semi-skilled. Proficiency in the use of simple equipment. Knowledge of general office procedures, practice or operations. Proficient in math, reading, keyboard operations, common office equipment or basic hand and power tools.		0.77 0.81 0.85	0.89 0.93 0.98	1.02 1.07 1.12	1.17 1.23 1.29				
3. Requires working level knowledge, skills, and abilities related to a broad range of either complex clerical or technical functions or apprentice level knowledge of a single function area or work specialization.		1.00 1.05 1.11	1.15 1.21 1.27	1.33 1.39 1.46	1.53 1.60 1.68	1.75 1.84 1.93			
4. Requires para-professional or full performance level of knowledge, skills, and abilities primarily related to a well defined discipline or vocational specialization. Journey level proficiency.		1.30 1.37 1.44	1.50 1.57 1.65	1.72 1.81 1.90	1.60 2.08 2.19	1.84 2.39 2.51			
5. Entry level professional KSA's utilizing techniques which require understanding of involved practices, principles and/or theory or mastery of a well defined discipline or vocational specialization.			1.95 2.05 2.15	2.24 2.36 2.47	2.58 2.71 2.84	2.96 3.11 3.27	3.41 3.58 3.76	3.92 4.12 4.32	4.51 4.73 4.97
6. Requires experienced professional level knowledge, skills, and abilities. High proficiency demonstrated through independent application of principles or theory. Creative work.				2.91 3.06 3.21	3.35 3.52 3.69	3.65 4.05 4.25	4.43 4.65 4.89	5.10 5.35 5.62	5.86 6.15 6.46
7. Highly developed, seasoned professional. Managerial KSA's, Mastery of involved practices, precedents, theory, principles.					4.36 4.57 4.80	5.01 5.26 5.52	5.76 6.05 6.35	6.63 6.96 7.30	7.62 8.00

This factor measures the nature and extent of information or facts which the worker must understand to do acceptable work (e.g., steps, procedures, practices, rules, policies, theories, principles, concepts and precedents) and the nature and extent of skills/abilities necessary to apply the acquired knowledge. It also includes the amount of training required by the job prior to entry. Special requirements, certifications or licenses. **Award additional points as a percentage of the points awarded above for knowledge & training for the following:** I. Commercial drivers, applicator, operator licenses or specialized clerical certification...5%. II. Technical license or certification...10% III. Professional license or designation...20%. Multiple credentials, licenses or certifications....award an additional 5%. Annual or periodic recertification, testing or mandatory training requirements....award an additional 5%.

Factor II- Responsibility 35%

	A	B	C	D	E	F
ACCOUNTABILITY & ACCURACY CONTROLS OVER THE WORK	Consequences of error produce little or no negative impact. Remedies are readily available within the context of the task being performed. Minimal loss of time to correct the error.	Errors normally result in loss of own time to correct or check. Quality of task completion impacted by need for accuracy related to repetitive tasks or operations.	Errors may result which affect one or more work group. Immediate Supervisors must remedy errors and generally assume full accountability. Impact may vary in severity.	Errors may result affecting multiple work units within a department or cause injury or operating problems difficult to correct. Financial/legal implications exist to some degree.	Errors may result affecting entire department. Consequences affect public image for an extended time period requiring considerable resources to correct. Financial/legal implications are serious.	Errors may result which affect the entire organization. Consequences severely affect organizational efficiency. Public image severely damaged. Impact demands executive action. Extensive Financial/legal implications
1. Clear, detailed and specific instructions given for both one-of-a-kind and repetitious tasks; work is closely controlled through the structured nature of the work, by circumstances in which it is performed, or through review of the supervisor.	0.94 0.98	1.16 1.22 1.28	1.51 1.58 1.66			
2. Continuing or individual assignments. Supervisor specifies limitations, quality and quantity of work, expected, deadlines and priorities. There is some freedom allowed in selecting methods to be used, but are limited.	1.03 1.08 1.13	1.33 1.40 1.47	1.73 1.82 1.91			
3. The work is strictly controlled by practices and procedures which are covered by well defined policy; work is performed without direct supervision but is reviewed periodically by the supervisor.	1.18 1.24 1.30	1.53 1.61 1.69	2.00 2.09 2.20	2.59 2.72 2.86	3.37 3.54 3.72	
4. The work is subject to policies, practices, and procedures. Some freedom is allowed in the application of policy or procedure. The supervisor sets the overall objectives and identifies available resources. Employee in consultation with supervisor develops projects and deadlines.		1.76 1.85 1.95	2.29 2.41 2.53	2.98 3.13 3.29	3.88 4.07 4.28	5.04 5.29 5.56
5. Work is performed under managerial direction with the individual determining what, when, and how the work is done. Establishes unit or program goals & objectives			2.64 2.77 2.91	3.43 3.60 3.78	4.46 4.68 4.92	5.80 6.09 6.39
6. These jobs by their very nature and size, are broadly subject to general goals and objectives. Work is performed under broad guidance of policy makers. Much autonomy and freedom to act is essential to job effectiveness.				3.94 4.14 4.35	5.13 5.38 5.65	6.67 7.00

Additional points are awarded for supervisory responsibility and public contacts as a percentage of the points awarded for responsibility:

SUPERVISION: I. Serves as leadworker of one unit, crew, or group.....5% II. Performs as first-line supervisor. Is responsible for quality and quantity. Schedules and assigns work.....10%. III. Supervises more than one group performing similar functions. Has general responsibility for project completion.....15%. IV. Manages a department. Determines priorities. Delegates through subordinate supervisors. Hires & Disciplines.....20%. **PUBLIC CONTACTS:** I. recurring routine contacts with the public or workers in other units requiring exchange of factual information or explanation.....10% II. Contacts with people and/or managers regarding routine administrative or technical matters.....20%. III. Contacts with administrators or professionals in developing and soliciting cooperative relationships.....30% IV. Contacts with administrators with significant impact on programs, projects or policies.....40%. V. Contacts with legislative, executive or judicial officials affecting the purpose of the organization.....50%. **BUDGET:** I. Secondary responsibility to implement and monitor the budget of a section or division.....5%. II. Primary responsibility to prepare and administer a budget for more than one section or division, or for a department10%.

Factor III- Difficulty of Work

15%

JUDGMENT & DECISIONS REQUIRED

COMPLEXITY & VARIETY OF WORK

	A	B	C	D	E	F
Little or no judgment or decisionmaking. Decisions limited to routine steps in performing well defined tasks or in determining the speed at which to perform.		Decisions are few and directly related to a well defined process. Requires some judgment in selecting variations in sequence of steps, operations or procedures.	Decisions are frequent but related to a well defined process. Judgment is required to select most suitable procedure from more than one process alternative.	Decisions are varied and based upon practice or policy. Employee required to make interpretative judgments when necessary to deviate from standard methods. Determines use of resources.	Decisions are varied based upon broad principles and guidelines. Judgment required to determine program direction and options for policy implementation.	Makes technical and complex decisions based upon research. Judgments must be made without existing guidelines. Creates policy affecting the entire organization.
1. The work consists of a few tasks or functions that are clear cut and directly related. Action to be taken or responses to be made are readily available. There is little variation in the work.	0.40 0.42	0.50 0.52 0.55				
2. The work consists of duties involving more than one sequence of steps. Variations in the work stem from differences in the source of information, kinds of transactions, entries or other factual situations.	0.44 0.46 0.49	0.57 0.60 0.63	0.74 0.78 0.82			
3. The work consists of various duties involving different processes and methods. Choices to be considered differ with the subject, phase, or issues involving each assignment.	0.51 0.53 0.56	0.66 0.69 0.73	0.86 0.90 0.94	1.11 1.17 1.23		
4. Aspects of the work involve conditions and elements that must be identified and analyzed to discern interrelationships and deviations from standards in a specialty field or discipline. Tasks require development of goals and objectives based upon existing interpretation of established policies, rules and guidelines.		0.76 0.79 0.83	0.98 1.03 1.08	1.28 1.34 1.41	1.66 1.74 1.83	2.16 2.27 2.38
5. The work consists of independent assignments with varying duties which comprise a primary level of responsibility. Factors to be considered involve the assessment of unusual circumstances, variations in approach, incomplete or conflicting data, and incompatible results. The work requires the development and implementation of program options.		0.87 0.91 0.96	1.13 1.19 1.25	1.47 1.54 1.62	1.91 2.01 2.11	2.48 2.61 2.74
6. The work consists of a variety of duties involving a broad range of activities or depth of analysis to develop and implement department or organization-wide goals and policies.				1.69 1.78 1.86	2.20 2.31 2.42	2.86 3.00

Award additional points for stress as a percentage of points awarded for difficulty of work: This sub-factor attempts to recognize the degree of mental or emotional fatigue or stress inherent to the job and sustained through concentration, work pressures or critical incidents (CIS syndrome). Consider the cycle, duration, and intensity sustained. Consider the need to deal with the public over controversial issues, the responsibility for problem resolution and the need to meet time deadlines. SOME- 5% MODERATE- 10% CONSIDERABLE- 15% CRITICAL INCIDENT-20%

Factor IV- Work Environment 10%

	A	B	C	D
PHYSICAL EFFORT WORKING CONDITIONS	Effort is minimal and is exerted only for short, intermittent periods. Effort involves light lifting of tools, objects, and working materials. May involve light pushing, pulling, reaching, bending. Requires normal hearing and visual acuity. Normally performs in seated position. Occasional standing for short durations.	Effort is exerted occasionally for short periods of time. Strain periodic but not prolonged. Moderate lifting, pushing, pulling, bending. More than normal visual and hearing acuity for precision work. Normally performs in abnormal sitting or standing positions. Moderate Manual dexterity required.	Effort is exerted regularly for sustained periods of time. Strain may be for frequent or moderate duration. Moderately heavy lifting, pushing, pulling. Considerable crouching, stooping or lying in prone position. Some strain on sight and hearing. Performs in abnormal positions. High Manual dexterity required.	Effort is prolonged and frequent. Strain may be extended in duration. Effort involves heavy lifting (90 lbs), pushing, pulling with excessive crouching, stooping or lying in prone position. Could involve intense strain on sight and hearing. High manual dexterity be required.
1. No observable hazards or threat to health or safety. Adequate working conditions with at least minimum environmental conditions to assure the comfort of most workers.	0.60 0.63	0.66 0.69 0.72	0.75 0.79 0.83	0.87 0.91 0.96
2. Minimum hazardous working conditions. Minor threat to health and/or safety. Generally adequate working conditions with minimum environmental conditions to assure comfort. Traveling in an automobile may be a regular part of the job.	0.74 0.78 0.82	0.85 0.89 0.94	0.98 1.03 1.08	1.13 1.18 1.24
3. Occasional exposure to hazardous work conditions (noise, fumes, heights, slippery, vibrations, moving parts, disease etc.). Moderate exposure to dust, grease, temperature changes, noise, inadequate lighting, inclement weather, etc. Periodic conditions which involve chance of injury.	0.96 1.01 1.06	1.11 1.16 1.22	1.27 1.34 1.40	1.47 1.54 1.62
4. Daily exposure to hazardous work conditions. Prolonged and frequent exposure to dust, grease, extreme temperature, or severe outdoor weather conditions. Recurring conditions which involve chance of injury.	1.25 1.32 1.38	1.44 1.51 1.59	1.66 1.74 1.83	1.90 2.00

Hazard Uncertainty: For positions having tasks that place employees in historically life threatening situations (i.e., Fire, Police) add 100% to the base points awarded above for work environment. For positions which require the operation of maintenance or service equipment on city roadways, add 50%. For positions requiring regular and frequent travel, whether local or regional, primarily by automobile, add 25%.

American Fork Point Evaluation



By Rank Order

Point Evaluation			Factor I					Factor II				Factor IV		Factor III		
Job Code	Department	Job Title	Job Knowledge	Years Exper.	Certs. License	Multi. Certs.	Annual Recert.	Responsibility	Supervision	Public Cont.	Budget	Difficulty Of Work	Stress	Work Environ.	Haz-ard	Total Pts.
1000	Executive	City Administrator	7.30	2.92	0.00	0.00	0.00	7.00	1.40	3.50	0.70	3.00	0.45	0.60	0.00	25.87
1200	Fire	Fire Chief	5.52	2.21	0.55	0.00	0.28	5.38	1.08	2.69	0.54	2.31	0.46	0.78	0.19	22.00
1700	Police	Police Chief	5.52	2.21	0.55	0.00	0.28	5.38	1.08	2.69	0.54	2.31	0.46	0.78	0.19	22.00
1800	Public Works	Public Works Director	5.52	2.21	0.00	0.00	0.00	5.38	1.08	2.69	0.54	2.31	0.35	0.78	0.19	21.05
1500	Parks & Recreation	Parks & Recreation Director	5.52	1.66	0.28	0.00	0.00	5.38	1.08	2.15	0.54	2.20	0.33	0.78	0.19	20.11
1010	Executive	Total job valuation score translates into a market based pay range; the result of performing regression analysis, examining the relationship between the market price tag from a survey sample and the jobs valuation.														18.98
1205	Fire															18.72
1102	Administrative Services/Finance															16.36
1400	Library															18.06
1805	Public Works															17.80
1705	Police	Deputy Police Chief	4.80	1.44	0.48	0.00	0.24	4.68	0.70	1.87	0.47	1.54	0.31	0.78	0.19	17.51
1015	Executive	Human Resource Director	4.25	0.85	0.00	0.00	0.00	5.80	0.00	2.32	0.29	2.81	0.39	0.60	0.00	17.10
1600	Planning	Planning Director	5.52	1.66	0.00	0.00	0.00	4.68	0.47	1.87	0.47	1.54	0.23	0.80	0.00	17.05
1210	Fire	Battalion Chief/Fire Marshal	5.26	2.10	0.53	0.26	0.26	3.13	0.47	1.25	0.16	1.54	0.31	1.01	0.51	16.80
1300	Information Technology	IT/Broadband Director	4.25	0.85	0.42	0.21	0.21	4.68	0.70	1.87	0.47	1.54	0.23	0.89	0.00	16.34
1812	Public Works	Engineer/Construction Manager	4.25	1.27	0.85	0.00	0.21	3.94	0.59	1.58	0.39	2.01	0.30	0.66	0.16	16.22

Total job valuation score translates into a market based pay range; the result of performing regression analysis, examining the relationship between the market price tag from a survey sample and the jobs valuation.



American Fork Compensation Study



Proposed Pay Plan

Hourly Pay Rates

Monthly Pay Rates

Annual Pay Rates

	Job Value	Pay Range			Job Value	Pay Range			Job Value	Pay Range				Range
		Minimum	Midpoint	Maximum		Minimum	Midpoint	Maximum		Minimum	Midpoint	Maximum		
City Administrator	26.87	\$55.67	\$69.59	\$83.51	26.87	\$9,649	\$12,062	\$14,474	26.87	\$115,794	\$144,742	\$173,691	50.00%	
Police Chief	22.00	\$41.44	\$51.80	\$62.16	22.00	\$7,183	\$8,979	\$10,775	22.00	\$86,199	\$107,749	\$129,299	50.00%	
Fire Chief	22.00	\$41.44	\$51.80	\$62.16	22.00	\$7,183	\$8,979	\$10,775	22.00	\$86,199	\$107,749	\$129,299	50.00%	
Public Works Director	21.05	\$39.14	\$48.93	\$58.71	21.05	\$6,785	\$8,481	\$10,177	21.05	\$81,415	\$101,770	\$122,124	50.00%	
Parks & Recreation Director	20.11	\$36.98	\$46.22	\$55.46	20.11	\$6,409	\$8,012	\$9,614	20.11	\$76,911	\$96,139	\$115,367	50.00%	
Public Relations/Economic Development Director	18.98	\$34.54	\$43.18	\$51.81	18.98	\$5,967	\$7,484	\$8,981	18.98	\$71,845	\$89,807	\$107,768	50.00%	
Assistant Fire Chief	18.72	\$34.00	\$42.50	\$51.00	18.72	\$5,893	\$7,366	\$8,839	18.72	\$70,713	\$88,392	\$106,070	50.00%	
Finance/Budget Officer	18.36	\$33.26	\$41.58	\$49.89	18.36	\$5,765	\$7,207	\$8,648	18.36	\$69,184	\$86,480	\$103,777	50.00%	
Library Director	18.06	\$32.67	\$40.83	\$49.00	18.06	\$5,662	\$7,077	\$8,493	18.06	\$67,943	\$84,929	\$101,915	50.00%	
City Engineer/Regulatory Compliance Officer	17.80	\$32.16	\$40.20	\$48.24	17.80	\$5,575	\$6,968	\$8,362	17.80	\$66,896	\$83,620	\$100,345	50.00%	
Deputy Police Chief	17.51	\$31.60	\$39.51	\$47.41	17.51	\$5,478	\$6,848	\$8,217	17.51	\$65,737	\$82,171	\$98,605	50.00%	
Human Resource Director	17.10	\$30.83	\$38.53	\$46.24	17.10	\$5,343	\$6,679	\$8,015	17.10	\$64,118	\$80,148	\$96,178	50.00%	
Planning Director	17.05	\$30.72	\$38.40	\$46.08	17.05	\$5,325	\$6,656	\$7,987	17.05	\$63,897	\$79,871	\$95,845	50.00%	
Battalion Chief/Fire Marshal	16.80	\$30.26	\$37.83	\$45.39	16.80	\$5,245	\$6,557	\$7,868	16.80	\$62,944	\$78,680	\$94,416	50.00%	
IT/Broadband Director	16.34	\$29.44	\$36.80	\$44.16	16.34	\$5,103	\$6,379	\$7,655	16.34	\$61,242	\$76,552	\$91,863	50.00%	
Police Lieutenant	16.06	\$28.95	\$36.18	\$43.42	16.06	\$5,017	\$6,271	\$7,526	16.06	\$60,206	\$75,258	\$90,309	50.00%	
Chief Building Official	15.46	\$27.90	\$34.88	\$41.86	15.46	\$4,837	\$6,046	\$7,255	15.46	\$58,042	\$72,552	\$87,063	50.00%	
Police Sergeant	14.55	\$26.41	\$33.01	\$39.62	14.55	\$4,578	\$5,723	\$6,867	14.55	\$54,936	\$68,670	\$82,404	50.00%	
Street Superintendent	14.38	\$26.15	\$32.69	\$39.23	14.38	\$4,533	\$5,666	\$6,800	14.38	\$54,398	\$67,998	\$81,597	50.00%	



**Professional Proposal prepared for
City of Centerville, Utah**

Development of a Compensation Plan

**By
McGrath Human Resources Group**

August 2, 2018





August 2, 2018

Jacob Smith
Management Services Director
250 N Main Street
Centerville, UT 84014

Thank you for the opportunity to submit our qualifications to develop a Compensation Plan for the City of Centerville, Utah. This proposal outlines our understanding of the project.

Developing and maintaining a competitive classification and compensation plan in today's fiscally conservative environment is extremely challenging, yet essential. McGrath Human Resources Group understands the issues public sector entities are facing and will assist in updating your compensation plan so that it attracts and retains competent professionals, as well as fitting within fiscal constraints. At McGrath Human Resources, we feel each client is unique and we take the time to understand your compensation philosophy, your organizational culture, and the vision you have for your community, and integrate these components into a comprehensive compensation program.

Why should you choose McGrath Human Resources Group for your project?

We do not ask you to adapt to an off-the-shelf solution.

- ❖ Even in municipalities that appear to be similar, we find that each entity has unique qualities, culture and needs.
- ❖ We work hard to understand your goals, fiscal realities, and compensation history so that we can offer options for compensation systems that address your uniqueness while holding to best practices to maintain validity in the system.

We specialize in, and understand public employment and local municipalities:

- ❖ An investment in your employee's compensation plan is an investment in your community, and we recognize that the investment you are making is with taxpayer dollars.

- ❖ We specialize in public sector consulting; thus, we are in a unique position to understand and work with your City's stakeholders to make a sound investment that will benefit the City of Centerville.

Our long history brings a unique breadth of experience.

- ❖ We work almost exclusively with municipalities including Cities, Counties, Townships, Villages, Towns and merged Governmental Authorities. This means that we have been exposed to a broad spectrum of policies, procedures and compensation system designs.
- ❖ We have experience, not only with the development of various approaches to compensation, but knowledge of organizational cultures and thus, what approaches will usually succeed. Therefore, we design the system specifically for you.

We are successful.

- ❖ After 18 years in business, with over 300 clients in 34 states, we are proud that 99% of our projects have been fully adopted and implemented.
- ❖ Our success stems from sound principles and best practices throughout our work and the relationships we build through honest and transparent communication from the beginning of the project through the adoption, implementation and follow-through.

Detailed information regarding our firm, consultants, methodology, and required information are presented within this proposal. We accept the terms and scope of the project as listed in the Request for Proposals. As you review the proposal, if you have any questions or require additional information, please do not hesitate to ask.

We look forward to the opportunity of working with the City of Centerville and its employees on this important project.

Sincerely,

Victoria J. McGrath

Victoria J. McGrath, Ph.D.
CEO
victoriaphd@comcast.net

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Core Business Philosophy and Goals

McGrath Human Resources Group, Inc. designs compensation systems (salary schedules, job descriptions, performance management tools) that assist our clients in recruiting, engaging, rewarding and retaining a qualified workforce. These compensation systems are developed by combining credible, market-based data, industry best practices, and innovative structures that respect the culture of the organization. By building a strong client relationship we assist our clients in implementing fiscally responsible, successful compensation systems.

Firm Qualifications & Experience

Company Name	McGrath Human Resources Consulting
Parent Organization	McGrath Consulting Group, Inc.
Established	May 1, 2000
Type of Firm	Corporation
	Established May 1, 2000
	Illinois, USA
Company Address	P.O. Box 190
	Wonder Lake, IL 60097
Phone Number	(815) 728-9111
Fax Number	(815) 331-0215
Responsible Party	CEO – Dr. Victoria McGrath, Ph.D., SPHR
Email Address	victoria@mcgrathhumanresources.com
Direct Email	victoriaphd@comcast.net
Principals	Dr. Victoria McGrath, CEO
	Dr. Tim McGrath, President
Insurances	Admiral Insurance, State Farm Insurance
	Certificates will be provided as needed

Firm Expertise

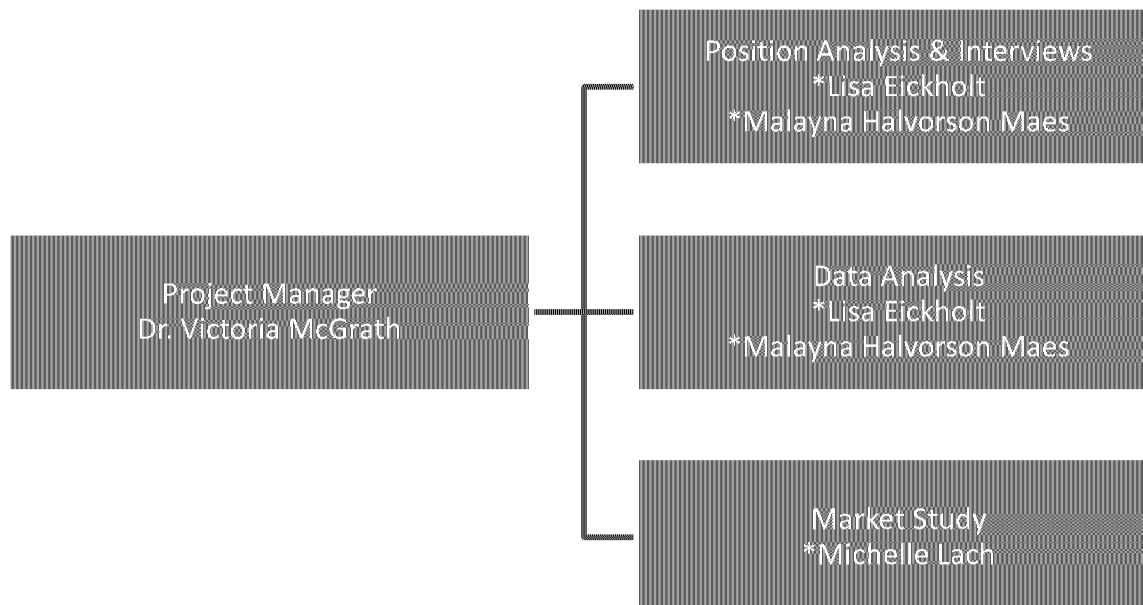
McGrath Consulting Group, Inc. is an organization that specializes in public sector consulting predominately in the fields of human resource management, fire, EMS, police, and communications. The principals of the company have over 50 years of public sector experience.

We have two very distinct divisions within the company: **Human Resources** – overseen by Dr. Victoria McGrath and **Public Safety** – overseen by Dr. Tim McGrath. We have found that having expertise in public safety is beneficial in compensation studies. Thus, the McGrath Human Resource Group consultants have access to experts in Police and Fire compensation systems to address the unique laws and best practices these two professions add to most public-sector compensation systems.

McGrath Consulting has been working with public-sector organizations of all types for the past 18 years. The Consultant's assigned to this project have worked with McGrath Consulting on compensation projects and most have worked for governmental entities; however, to ensure diversity of opinions, a few of our consultants have private sector experience to add value to our projects. McGrath Human Resource Group has never been a party to legal proceedings or business litigation against our firm nor is any pending.

As you will see in our methodology – **we do not sell you a system but work with you to develop one** that meets the needs of your organization and compensation philosophy.

Consulting Team



Victoria McGrath, Ph.D., SPHR – Chief Executive Officer – Project Manager

Dr. Victoria McGrath has an extensive background in the field of human resources, predominately in the public sector; but also, has a number of years in the private sector having worked in health care, banking, and education. Thus, she brings over 19 years of practitioner experience in all phases of human resources prior to her years as a consultant.

Her professional experience includes the City of Brookfield, WI, which had over 500 employees, including 5 labor unions; the Elmbrook School District, WI – the 2nd largest school district in Wisconsin, also with 5 labor unions; and Citicorp Banks. Thus, she has dealt with labor/employee relations; policy, procedure and labor compliance; benefits and compensation; recruitment and staff development. Dr. McGrath's local government experience touched all local services including police/sheriff, fire, public works/highway, engineering, library, health department, administration, courts, jail, and more.

Dr. McGrath has provided management assistance to more than 200 local government clients on a variety of management issues. In addition to working with government, she has been a speaker for a number of professional organizations and worked with two organizations in developing courses in human resource management to current and upcoming supervisors. Further, she is an adjunct professor – teaching in areas such as human resources, organizational development, management, and research – at Northwestern University (Master's in Public Policy Administration).

Dr. McGrath has a Bachelor of Business from the University of Wisconsin – Milwaukee; a Master of Science in Management from Cardinal Stritch College; and a doctorate in adult & organizational

learning from the University of Wisconsin – Milwaukee. Her doctoral dissertation dealt with Government as a Learning Organization. Her research dealt with government efficiency in providing services and how governmental services can become more effective.

Education

University of Wisconsin – Milwaukee, WI

Ph.D. – Municipal Government as a Learning Organization

Cardinal Stritch College, WI

Master of Science - Management

University of Wisconsin – Milwaukee, WI

Bachelor of Science – Industrial Relations & Finance

Lisa Eickholt, SCP – Senior Consultant

Lisa Eickholt brings over 30 years of local and state governmental Human Resource and management experience. Most recently, she served as a county Human Resource Director for over 18 years. She not only brings current human resource methodologies, but also knowledge of county government. In her county, she not only served as the director of human resources but was also relied upon by the County Board to function in an assistant county administrator role. Thus, she brings not only personnel, but overall county operations knowledge and experience to the project.

Ms. Eickholt was responsible for developing and eventually was hired as the County's first human resource professional. In the position, she had responsibility for developing all the County's personnel practices and policies, as well as compensation systems.

Due to her 25 plus years of experience in local government, Ms. Eickholt has been a presenter at workshops and seminars on various HR and Leadership topics to county and city leaders and employees with the Kansas Association of Counties; Kansas County Commissioners Association, as well as Wichita State University to name a few. Further, Ms. Eickholt is a certified trainer and presenter of True Colors (Personality Type Indicator).

As a Human Resource Director, she is knowledgeable of all facets of local government including the sheriff, public health, community corrections, treasurer, county clerk, public works, property appraisal as well as other services provided by a county.

Ms. Eickholt was a co-founding member and charter president of the Kansas County Human Resource Association; co-founding member and charter secretary for the IPMA-HR – Kansas Chapter; and, is a member of National and Kansas IPMA-HR chapters, and National and Kansas SHRM Chapters. Ms. Eickholt has completed all the necessary work and testing for Senior Certified Professional certification from both IPMA-HR and SHRM.

Ms. Eickholt was the lead consultant for the Clearfield City, Utah classification and compensation study.

Education

Kansas State University

Bachelor of Science – Business Management

Malayna Halvorson Maes - Senior Consultant

Malayna Halvorson Maes has served as a human resource professional in both the private and public sectors for over 20 years. She worked previously in health care human resources, then as the Human Resources Director and senior advisor for a large county in northern Wisconsin. Thus, she has direct experience with the many challenges facing municipal employers.

During her time in county government, Ms. Maes advised the organization through the significant changes at the State level that resulted in a reduction from five (5) collective bargaining units to one (1) unit, due to reduced legal authority of organized labor in the public sector. As a change agent, she facilitated the development of significant policy changes for the organization. This included conducting a complete evaluation of the compensation system for the county which included a rewrite of all job descriptions, and the implementation of a pay for performance evaluation system. This system was created through the work of a combined employee – manager committee and included the implementation of a performance management software system to streamline the 360-evaluation process. She brings a practical understanding to the development and implementation of pay-for-performance compensation systems.

As a former municipal Human Resources Director, she is knowledgeable of all facets of local government, including police, public works, engineering, health services, and more. She has been active in a number of professional organizations including SHRM, Chippewa Valley Society of Human Resource Management; WIPFLE Senior HR Forum; Wisconsin Association of County Personnel Directors, and the National Public Employer Labor Relations Association. In addition, she has served on the WACPD training Committee, Chair of the Legislative Affairs Committee, a Board of Director member as well as a member of the Services Committee for WPELRA; thus, she takes an active role in defining the profession.

Education

Luther College, Iowa

Bachelor of Arts – Psychology

Michelle Lach - Senior Consultant

Ms. Lach has been a consultant with McGrath Human Resources Group for over ten years. During that time, Ms. Lach has been in charge of developing position questionnaires and soliciting external market data. With this experience, she excels at gaining a substantial return from the questionnaire sent; thus, providing very reliable and quantifiable data for the client.

Ms. Lach has over nine years of experience in the areas of affirmative action, human resource planning, recruitment, compensation, FLSA, performance management, employee relations, developing employee handbooks, training and development and worker's compensation.

Most of Ms. Lach's work experience has been in the private sector, thus she is able to understand and assist in matching public-sector position to private sector comparables. Her experience has been in manufacturing which is where a number of positions have private sector comparables.

During her tenure, Michelle was involved in a number of organizations including membership in the Society for Human Resource Management (SHRM).

Education

Bowling Green State University

Bachelor of Arts – Communication and Organizational Development

Staff Assignments, Additional Consultants and Quality Assurance

The consultants were selected for this project based upon their areas of expertise and specialties. A principal of the company is actively involved in every project. However, we operate under the philosophy of total team involvement and each team member has experience in all facets of project work and will work together to meet the goals of your project.

If necessary, we have the flexibility to involve other consultants with our organization to bring their unique perspective and expertise.

Scope of Work

The City of Centerville is seeking a firm to provide professional services to assist the City with a Total Cost of Compensation Survey. We understand that a competitive compensation system is an important element in the City's ability to hire, cultivate and maintain employees who provide service and value to all City stakeholders. Similarly, internal equity and addressing of any compression issues serves to enhance the employee's feeling of worth and willingness to actively engage in their work for the organization.

Thus, McGrath Human Resources plans the following services for this project:

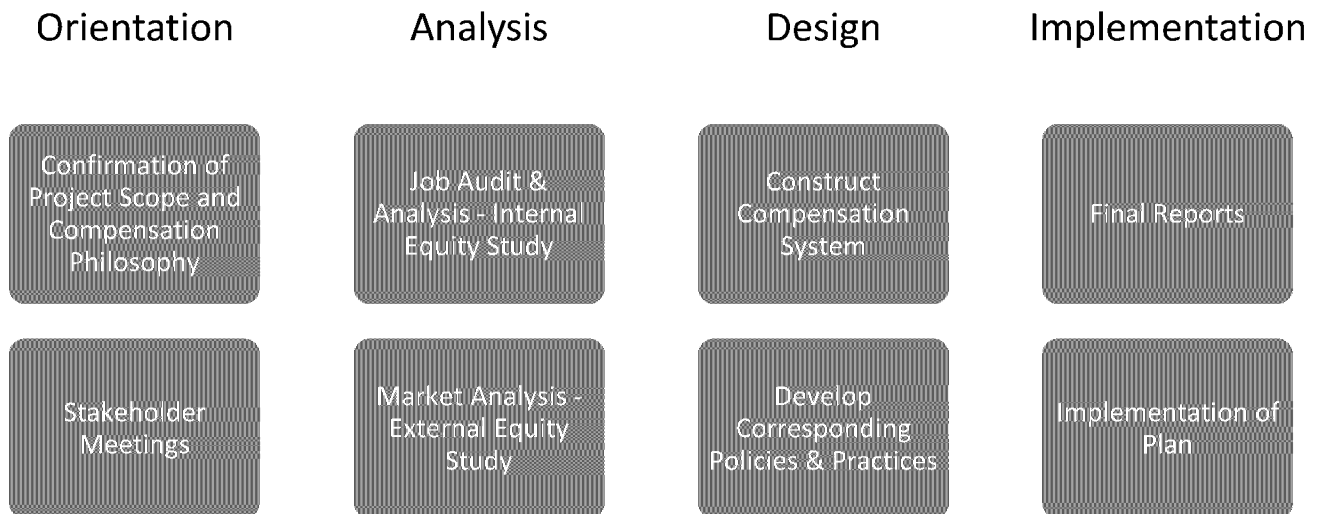
- ✓ Guide the City in ***creating or confirming your pay philosophy*** including your desired position in the market, recognition of tenure, recruitment and retention priorities, usage of performance-based pay, and other aspects of a sound compensation philosophy.
- ✓ Develop a ***cooperative plan of action*** utilizing the basic methodology, outlined in this proposal, and ***tailored to your specific project***.
- ✓ Obtain and ***establish compensation within the external market*** through a survey of mutually identified, comparable entities.
- ✓ Obtain information on each job title for a job audit through ***position description questionnaires, existing positions descriptions and employee interviews***.
- ✓ ***Establish internal equity*** among positions within the City.
- ✓ Complete a ***compression analysis*** and, if found to be a problem, develop strategies to address compression during the design and implementation of the new system.

- ✓ Integrate the data from the external market, internal market, and job audit **to a tailored classification and compensation system(s)**.
- ✓ **Support implementation** of approved compensation system.
- ✓ Provide a **plan for on-going maintenance** of the system(s), in accordance with all applicable compensation practices by the City (movement through the range; COLA; merit, etc.) including projections for a projection of the ongoing budget commitments necessary to provide a sustainable and consistent compensation system.
- ✓ **Review and recommend compensation policy and procedure changes** that will assure consistent implementation and application of the compensation system.
- ✓ Analyze positions against Fair Labor Standards Act to **confirm or update appropriate exemption** status as necessary.

This will be accomplished in a **participatory environment** whereby McGrath consultants **listen** to the administration, departments heads and staff, is **sensitive to the unique qualities** of your City and then **develops a system to meet your needs and a plan to get you there**.

Project Approach and Work Plan

Our methodology and approach are characterized by a systematic, logical series of tasks aimed at assuring thoroughness, consistency, and objectivity. Our goal is to meet the needs of your organization. Therefore, the proposal steps can be discussed and adjusted to meet the needs of the City of Centerville.



Project Orientation



The first trip is an exciting and critical site visit. Because we do not have a “canned” compensation system/plan to mold you into, we want to meet with representatives of the City to map out the project. ***A clearly defined game plan will result in a successful solution for your organization.***

In these initial meetings, we will meet with your stakeholders to gain an understanding of the City’s pay philosophy including your desired position in the market, recognition of tenure and performance, recruitment and retention priorities and other aspects of a sound compensation philosophy.

We will delve into your organization’s current compensation system; and meet with the City Council, City Administrator, each Department Head (and/or supervisory representatives of the department) and/or other stakeholders to gain an understanding of the City’s goals, values and structure as well as each department’s structure; any unique responsibilities associated with positions; problems with the current system or issues in attracting/ retaining employees.

At this time, the Consultant will begin to review all documents of the project – current compensation system, policies, and/or ordinances attached to the systems, and gain data regarding current employees. A list of data needed will be sent to the appropriate person prior to this visit so that the City will have time to prepare.

At this site visit, short employee meetings can be held to explain the process of a compensation study, introduce the consulting team, and describe the general outcome of the study. Because of the variety of staff and working hours, if needed, the Consultant can be made available in the evening as well.

Compensation Survey



We will next design and send out a market survey of benchmarked positions. We do not restrict the number of benchmarked positions, but at the same time, do not want the survey to be so cumbersome as to prohibit its completion. Thus, we will attempt to obtain data on as many positions as possible. As we begin receiving the survey results, McGrath Human Resources may ask

the City to contact organizations that are not responding to the Consultant to solicit their assistance in the survey.

Data is solicited for the minimum, midpoint, and maximum salary, as well as the average salary of incumbents. This provides data as to the true market rate. Other pay practices are included in this comprehensive survey as desired and may include such practices as uniform allowance, shift differentials, etc.

Establishing Comparables – Public and Private Sector

Public Sector – According to the Request for Proposal, a list of public-sector comparables will be provided.

Private Sector – A number of organizations ask for comparisons to the private sector. If the City desires, McGrath Human Resources will look to the private arena. However, there are several inherent problems in collecting this information.

- ✓ First, there are limited numbers of positions that compare to municipal jobs. Comparisons are usually restricted to clerical and manual labor classifications.
- ✓ Second, the mixture of salary to benefits – or total package compensation – is vastly different than the public sector. This includes the potential of higher wages in the private sector in lieu of benefits; whereas, public sector has typically offered average wages in exchange for higher levels of benefits. These differences must be taken into consideration.
- ✓ Third, comprehensive data from the private sector is difficult to obtain. Unlike municipal organizations which are required through freedom of information to provide the data, there are no such requirements in the private sector.

With these restrictions in mind, we have been able to obtain information from specific employers within the area through phone calls and a separate survey; and can purchase data from several sources. Further, we can use any private sector data the City may have obtained through associations with the Chamber of Commerce, and relationships established with primary private sector organizations. However, the amount of private information will be limited.

Other Data Sources – The Request for Proposal indicates that the City subscribes to a compensation group to compare pay with other local governments within Utah. We are familiar with the Tech-Net Compensation database and have utilized it in our work with Clearfield City as well as with clients in Kansas and Maryland. Even with that resource, we sometimes find we must supplement that data with a shorter survey to the selected comparables to solicit only information that may either not be in the database or not be up-to-date.

Job Audit and Evaluation



Position Questionnaires

While the survey is being conducted, a Position Description Questionnaire (PDQ) will be sent to the City for distribution. Our PDQ has been designed ***specifically for use in public sector*** organizations; thus, ensuring points are given for the unique features encountered by government agencies. Employees may complete it electronically or in paper form and will be given two weeks to complete the questionnaire and return it to the appropriate supervisor.

This job analysis questionnaire will be completed on all job titles for purposes of:

- ✓ Expanding upon information provided in job descriptions to accommodate factors included in a formal job evaluation plan.
- ✓ Evaluating position responsibilities regarding necessary competencies, experience, education, finances, judgement, decision-making and other expectations which provide value to the City.
- ✓ Clarifying instances where statements in the existing job descriptions are vague or absent.
- ✓ Probing for the interrelationship with other positions and how the position serves to fulfill the City's overall values, vision, and objectives.
- ✓ Determination of appropriate FLSA classification – exempt/non-exempt.

We typically use a point factor system to complete that analysis. ***We go beyond the typical "Knowledge, Skills and Abilities" (KSA's)*** and delve deeper into the following aspects of a job:

- Tasks & Responsibilities
 - Records, Reports and Programs
 - Complexity and Judgement including:
 - Problem-Solving
 - Supervision Received
 - Procedures/Guidelines Available
 - Impact of Decisions & Consequents of Errors
 - Planning
 - Confidential Data
- Contact with Others (both inside and outside the organization)
- Stress (degree of mental or emotional fatigue or stress inherent to the job and sustained through concentration, work pressure or critical incidents.)
- Tools and Resources
 - Equipment, Machines & Tools

- Technology
- Budget, Financial and Cash Handling Responsibilities
- Leadership & Supervisory Responsibilities
- Education & Experience
- Work Environment & Physical Requirements

Each incumbent's supervisors and department head will be given a specified time to review the completed questionnaire for content and accuracy and to make comments in a designated area of the document. They will sign off on their review prior to submission to the consultants. However, the employee's responses are to be unaltered.

We find that the point factor system of job analysis is the easiest for us to train our clients to continue using on their own should they choose. Thus, the compensation system is more likely to be kept up-to-date and relevant which extends the lifecycle of a plan.

A redacted sample of a Position Description Questionnaire is contained in Appendix A. The PDQ used for your City would be similar, however they may be tailored to fit your compensation philosophy and priorities.

Interviews

In addition to the initial governing body, administration and department head interviews, ***we feel the most complete picture of a job's responsibilities is to involve other supervisors and employees in the process through on-site interviews.***

The completed questionnaires and/or job descriptions will be utilized during the interview process. Generally, these interviews are held during our second site visit.

- ✓ ***Individual interviews*** are conducted with appropriate elected officials, City administration, department heads absent from the first visit, and supervisors to ascertain their understanding of the current system, opinions regarding changes, and any challenges they may be experiencing with specific positions within each department. Further, the consultant will explain the job analysis process, as well as the direction and goals of the project.
- ✓ ***Group interviews*** will be conducted with employees in the City so that we can obtain information regarding their understanding of the current compensation system, problems that they may be encountering, as well as where they feel the consultant can find comparable salary data. It is an opportunity for the Consultant to gain a more complete understanding of the various jobs within the organization and their unique qualities for job analysis phase. It is essential that the group interviews have representatives of each job title to gain a better understanding of the position.

After these interviews, if the consultants feel they need more clarification on a specific position, we will ask to visit the department for a visual audit of the responsibilities.

Construction of Compensation System



Salary Data Analysis

When the data is received through the market survey, the Consultant will tabulate and analyze the salary data and identify any trends and/or areas of concern regarding the City's current salary as compared with the market. Also, the Consultant will conduct an analysis of the City's current system to determine any potential problems with the current design.

Determination of Compensation System

With this information, the Consultants will make our second site visit to:

- ✓ Confirm approval of the recommended compensation philosophy.
- ✓ Meet with appropriate City personnel to discuss the data obtained and share the preliminary trends we are seeing in our analysis as it compares to the current compensation system.
- ✓ Discuss the future compensation and classification system – should it continue in its current form; make minor modifications to the current system; or develop a new process?
- ✓ Discuss the tie between the compensation system and performance and/or tenure as appropriate.

After this meeting, the direction for the future classification and compensation system will be finalized. The Consultants will make recommendations based on our observations and experience with input from the City regarding any previous experiences with a particular system, any unique positions that might lend themselves better to one system over another, and the City's administration and/or human resource professional's opinions on which system is more sustainable for them moving forward.

The consultants will then draft the tailored salary schedule and begin the process of placing positions on the schedule.

Reports and Presentation of Findings



Department Head/Administration Input

Once the system is developed, the Consultant will meet with appropriate City personnel to review the draft compensation system. This third site visit will include meetings with a **representative of human resources and each department director to review placements** within the compensation schedule prior to finalization of the schedule and identify any potential placement problems prior to finalization of the compensation system.

Fiscal Analysis

Also, at the third on-site meeting, the Consultant will have developed the initial, detailed fiscal impact of the compensation system. The Consultants will present implementation strategy options that fit the fiscal needs, culture and compensation philosophy of the City of Centerville. While some entities can fully implement the compensation system immediately, many of our clients have utilized a phased approach. We will work with the City to assure that any phased approach fits with best practices and your fiscal realities.

Draft and Final Report Preparation

McGrath Human Resources will provide a **Policy/Procedure Manual**. This report details the:

- ✓ Study methodology and findings.
- ✓ Recommended compensation modifications.
- ✓ Recommended position title or career progression changes.
- ✓ Fiscal impact and implementation strategies.
- ✓ Policies and procedures necessary to administer and maintain the system in-house.

We will also work with human resources and administration to assist in any training that might be necessary to successfully implement the compensation program.

In addition to the Policy Manual, McGrath Human Resources will develop an **Executive Summary Report** for distribution as the City sees fit. This provides a summary of the methodology, issues, and recommendations; however, all the information regarding on-going administration of the system is only in the Policy Manual.

A redacted sample of an Executive Report is contained in Appendix B. Understand that as we develop tailored compensation systems for our clients, the report developed for your City will be somewhat different.

Presentation of Final Findings to Administration and Department Heads

As appropriate and necessary, a fourth site visit or teleconference may be scheduled to present final findings and recommendations to administrators and department heads before presenting to the governing body. This will be a final 360-degree transparent check-through to assure all stakeholders, who will be the ones actually utilizing the system daily, understand our recommendations for the designed compensation system, final position placement and implementation strategy and on-going use and maintenance.

Presentation of Findings to Governing Officials

The study costs include a presentation to your governing officials, administration and other appropriate personnel. McGrath Human Resources will provide the City with electronic, PDF copies of the Executive Summary and the Policy Manual for reproduction, along with Word and Excel versions of all documents (reports, fiscal impact spreadsheets, etc.) for future modification and implementation; thus, the compensation plan is not dependent upon McGrath Human Resources for future modifications, unless requested by The City of Centerville.

Some clients prefer that McGrath Human Resources continue as the source to resolve current and future pay grade placements rather than the City and if so, the point factor matrix remains with the Consultant. This can be done for a nominal fee depending upon the time involved in the placement. Whether it is done by McGrath Human Resources or by the City can be discussed and is at your discretion.

Implementation

Introduction to Employees

McGrath Human Resources Consultants continue to work with your organization throughout the implementation of the compensation system. We can introduce the plans to the employees through on-site mini-presentations to discuss the methodology, the compensation/pay plan, position placement and answer questions.

Alternatively, we can prepare communication tools and presentation materials for you to introduce the approved plan to the employees of the City. These can include correspondence, brochures, presentation slides and/or other communications ready to be distributed electronically, in hard-copy or presented by your staff.

Pay Grade Appeals

We will also work with the City on any pay grade appeals that may occur as a result of the study. This process typically requires the employee (and/or manager) to complete the reason and rationale for the request. This information is reviewed by the Consultant, with some assistance from the City and a final determination will be made. Therefore, any pay grade appeals that might result in the implementation of the pay plan are covered in the cost of the project.

Administrative Training

During the presentation site visit, training will be provided to Human Resources or other administrators for implementation and maintenance of the compensation system and pay schedule.

As detailed previously, we are always available to answer your questions and offer returning-client pricing for more in-depth assistance in placing new or updated positions into the developed compensation schedule.

Proposed Timetable

McGrath Consulting takes pride in meeting its time commitments. Our firm is large enough to have the resources for a successful project, yet small enough to make each client a priority. We propose the following timeline that will allow us to develop a compensation system that meets your City's priorities and culture.

Task	August	September	October	November	December	January
Project Initiation - 1 st Site Visit						
Data Collection & Questionnaires						
Market Survey & Analysis						
Review Salary Data; Employee Interviews – 2 nd Site Visit						
Development of Salary System						
Review Plan; Dept. Head Meetings – 3 rd Site Visit or Teleconference						
Review Draft Report						
Presentation of Compensation Plan; Training of Staff - 4 th Site Visit						

**This timeline will be adjusted based on the agreed upon Project Initiation date.*

There are factors that impact this schedule that may be out of the control of the Consultants. The proposed time frame is contingent upon timely receipt of data from survey participants, the availability of employees to complete the position questionnaire and participate in interviews; and timely receipt of information and/or feedback from the City. The months represent the anticipated contract date assuming a decision is reached soon after the proposal opening date.

Costs

The cost of the Classification and Compensation Study is \$26,859. This includes all consultant time, travel, and expenses. Payment for this phase of the project is made in three installments: \$5,000 upon signing of the contract; \$16,859 upon submission of the draft report; and the balance \$5,000 upon submission of the final report.

All invoices are due within 30 days of receipt and proposal cost is good for 90 days from August 2, 2018. Dr. Victoria McGrath is the individual with responsibility for proposal submission and the authority to negotiate and contractually bind McGrath Human Resources in any type of negotiations and contracts.

Communications and Engagement

The City of Centerville Staff Time

Since we work closely with our clients, support and communication on this project is critical but not intrusive. McGrath Human Resources requires assistance in providing background data, distribution and collection of job questionnaires, setting up initial interviews, internal communications of scheduling and logistics of meeting rooms. Additionally, support is needed to answer questions or address questions/ concerns/issues of the Consultant. These are usually completed through telephone or email conversations.

Information Needed from the City

Initially, a list of items required for analysis or understanding is submitted to the City's designated person. Although hard paper copies are sometimes necessary, we request that most of the materials be submitted electronically. This information includes current compensation plan(s), employee data, reports and/or documents from any previous studies, employee handbooks, human resource policies and procedures and local ordinances or resolutions pertaining to employment in your community.

Employee Communication and Engagement

As shared throughout the project steps, you see there are many opportunities to engage all levels of staff in the processes. Each client has different requests for employee communication during the project. We are prepared to develop and deliver information to the depth, and in the manner,

you prefer. We can prepare correspondence and notices tailored for written, verbal or electronic presentation.

Client References

The following list of references is a sampling of recent projects that captures the depth and comprehensiveness of our experience in compensation and classification consulting. We have currently begun a classification and compensation study with the City of Durango, Colorado.

Additional client names, projects and locations are viewable on our website listed below.

Clearfield City, UT

Contact: Summer Palmer, Administrative Services Director

Phone: 801-525-2741

Email: summer.palmer@clearfieldcity.org

Comprehensive compensation study for all full and part-time positions within the city. Special emphasis on recruitment of police officers which entailed created a separate schedule toward the end of the study and re-researching market data on police officer salaries as market conditions showed a sudden shift mid-study. Continuing to assist in the placement of new positions and reclassifications. Clearfield City is in the Salt Lake City metropolitan area. Approximately 300 employees in 100 job titles.

City of Marysville, WA

Contact: Gloria Hirashima, Chief Administrative Officer

Email: ghirashima@marysvillewa.gov

Conducted a compensation study for all non-union positions. Have been asked to complete a similar study for all union positions in late 2018 – early 2019.

City of Arlington, WA

Contact: Paul Ellis, City Manager

Phone: 360-403-3447

Email: Pellis@arlingtonwa.gov

Conducted comprehensive compensation analysis of all union and non-union positions within the City. Included the development of separate salary schedules for police, fire, union and non-union – however, keeping internal equity and compression issues in line.

City of Aspen, CO

Contact: Alissa Farrell - Human Resources Director

Phone: (970) 920-5055

Email: alissaf@cil.aspen.co.us

Re-aligned classification and compensation study to comply with the 85th percentile philosophy of the City. In addition, created a professional development program for police officers.

City of Gallatin, TN

Contact: Debbie Johnson – Human Resources Director

Phone: 615-451-5890

Email address: debbie.johnson@gallatin-tn.gov

Comprehensive compensation analysis of all positions within the City, including a benefits analysis. Created a step system, including a police incentive pay plan. Rehired to develop all job descriptions within the City. Continue to work with City to paygrade positions. Approximately 350 employees.

City of Northfield, MN

Contact: Michelle Mahowald, Human Resources Director

Phone: 507-645-3012

Email: michelle.mahowald@ci.northfield.mn.us

Comprehensive compensation schedule of union and non-union positions that were developed into one classification system. ***Compensation system had to pass State of Minnesota's pay equity test.***

City of Clayton, MO

Contact: Janet Watson – Finance and Administration Director

Phone: 314-290-8445

Email address: jwatson@claytonmo.gov

Comprehensive compensation analysis of all positions within the City. Created a system that placed individuals at the 60th percentile. Utilization of an employee committee for review and approval of all comparable data. Rehired to develop job descriptions.

City of Manhattan, KS

Contact: Cathy Harmes - Human Resources Director

Phone: 785-587-2444

Email address: harmes@cityofmnhk.com

Developed a performance-based compensation system in 2006. Rehired in 2014 to update the system and convert to a step-based system. Rehired in 2017 to conduct a tenure analysis for non-union employees regarding their progress through the salary schedule. Approximately 300 employees. Manhattan is home to Kansas State University.

Village of South Elgin, IL

Contact: Megan Golden, Administrative Services Director

Phone: 847-741-3894

Email address: mgolden@southelgin.com

Conducted a comprehensive compensation study in 2007 with all positions. In 2014-15 updated the compensation system. Recently completed an update to the system for the 2018-19 fiscal year to meet new Village goals for compensation. Village of South Elgin is in the Chicago metropolitan area. Approximately 30 job titles.

Other Services Offered

McGrath Human Resources Group offers a wide spectrum of services to our public-sector clients including:

- Compensation and Benefit Analysis
- Compensation System Design and Implementation
- Employee Handbooks
- Policies and Procedures
- Executive Recruitment
- Assessment Center Testing
- Human Resources Audits
- General Recruitment
- Performance Evaluations
- Management/Labor Relations
- Personnel Records
- Training
- Compliance

A full listing is available on our website: www.mcgrathhumanresources.com.

A Final Word

McGrath Human Resources Group is confident that we can meet the goals and objectives of a credible, competitive, fiscally sound classification and compensation system. ***We take the time to understand your culture and the vision of your organization and then make recommendations that align with your needs.*** Our goal is to make sure the compensation system ***fits your organization.***

Our firm is large enough to employ the necessary resources to ensure success, yet small enough to make certain our clients are a priority and ensure open communication and transparency throughout the entire process. Please feel free to contact us if you have any questions.

Appendix A: Sample Position Description Questionnaire

A sample position questionnaire has been attached in the email.

Appendix B: Sample Procedure Manual

A copy of an extensive procedure manual for a past client has been provided. Please note, that the format may be similar to your manual, the analysis and recommendations have been designed specifically for the client and may not be representative of recommendations to the City of Centerville.

Response to Request for Proposal Compensation Advisory Services

Prepared for:



by: **GGA** GLOBAL
GOVERNANCE
ADVISORS

Contact Information

Centerville City Contact Name and Submission Address:

Jacob Smith
Management Services Director
(801)-677-6434

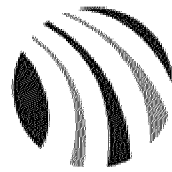
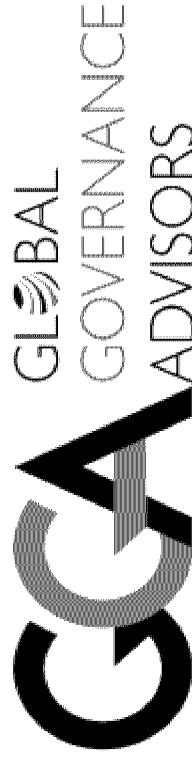
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Introduction

Global Governance Advisors (“GGA”) is pleased to enclose its formal response to the RFP relating to the provision of compensation consulting service to provide independent compensation advisory services including conducting a pay equity and market study to the City of Centerville City (“Centerville”).

Within our response, we hope to illustrate our unique value proposition and experience working for over 20 years with public sector entities across North America and globally.

Through our understanding and experience working with many public sector clients, a deep technical knowledge of all aspects of salary & benefits survey design, and access to local and global best practices, GGA is confident that we are well-equipped to provide consulting services to Centerville.

For Centerville’s review, the remainder of this formal response includes our:

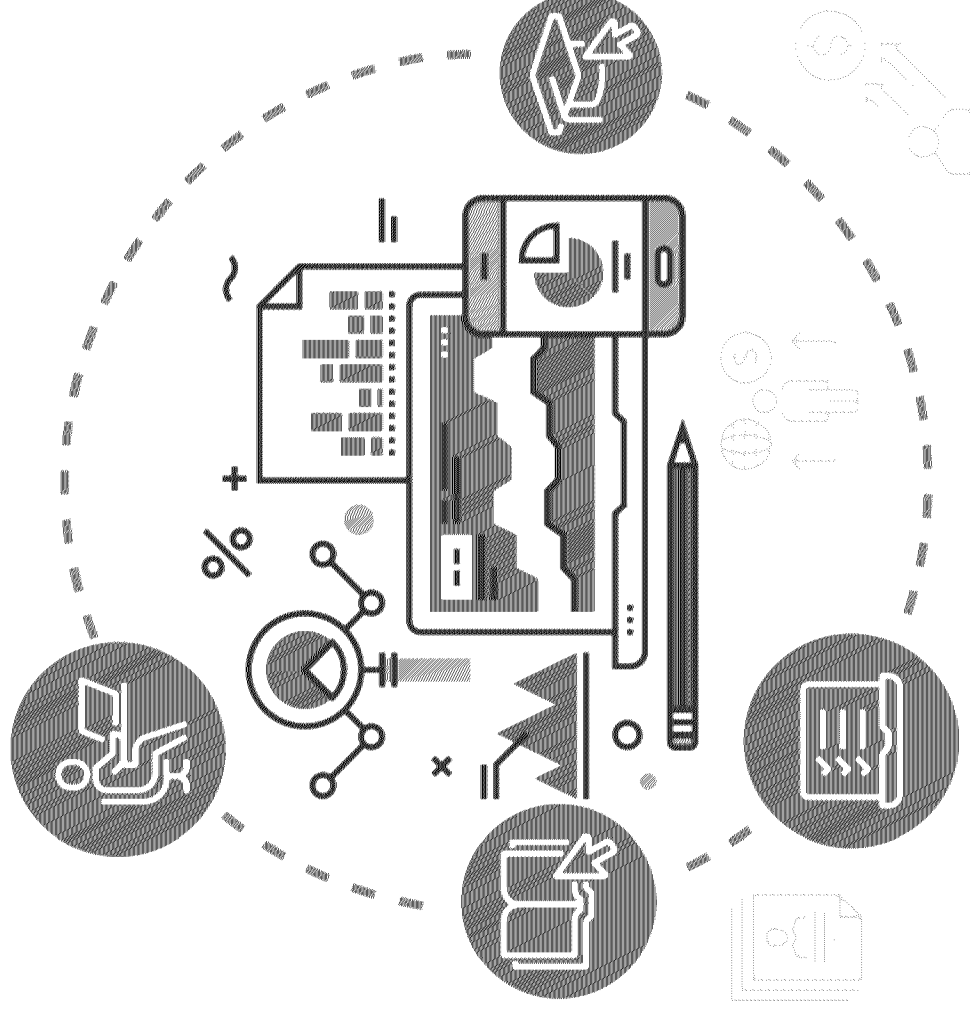
- ❖ Experience and qualifications in conducting work for similar organizations to Centerville;
- ❖ Proposed methodology and approach to the deliverables requested by Centerville;
- ❖ Proposed fees and schedule;
- ❖ Anticipated staffing resources to be used as part of GGA’s work along with biographies; and
- ❖ References

While not included as part of the project deliverables, we have also included a description of our emPower software platform for boards and executives, which may be of interest to Centerville, in addition to the requested project deliverables.

GGA has many years of experience working directly for many mature and diversified organizations throughout North America. In establishing the governance, compensation, and performance mandates in many public sector organizations, we truly understand the unique challenges within the sector. We are confident that we possess the knowledge base, skills and resources to successfully provide the strategic advice and services requested by Centerville.



Our Firm's Recognized Expertise

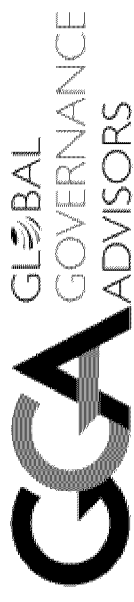


***“I have served on the OMERS Board for almost
seventeen years and have dealt directly and indirectly
with almost all compensation consulting firms and I
can say with conviction that none compare to Global
Governance Advisors.”***

**Rick Miller,
Former Board Chair
Ontario Municipal Employees Retirement System**



Global Governance Advisors



Global Governance Advisors ("GGA") has two major and complimentary business components. We provide traditional independent advisory services to related to corporate governance, succession planning as well as compensation; as well as support our clients' day-to-day compensation and governance activities through technology solutions using our emPower software platform and proprietary job evaluation tool. The combined abilities of Global Governance Advisors provide an end-to-end solutions to organizations.

GGA works with boards to maximize the effectiveness of the executive compensation program, board governance, and overall organization potential. We provide counsel to Boards of Directors and senior management on matters relating to compensation and human resource committee's mandate.

- ❖ With offices in Miami, New York, Toronto and Calgary, GGA's experienced team of advisors offer services to companies in a broad range of industries.
- ❖ GGA mitigates risks incurred by Boards of Directors, officers, trustees and pension plan fiduciaries of public and private corporations, income trusts, governments and not-for-profit organizations. GGA addresses risk by offering services and products in three distinct areas:

Compensation Consulting – Providing counsel to organizations seeking independent guidance on matters of director remuneration and employee compensation levels, design and implementation;

Board Effectiveness – Enabling successful execution of board fiduciary duties through proper board orientation, education, and director development programs; and

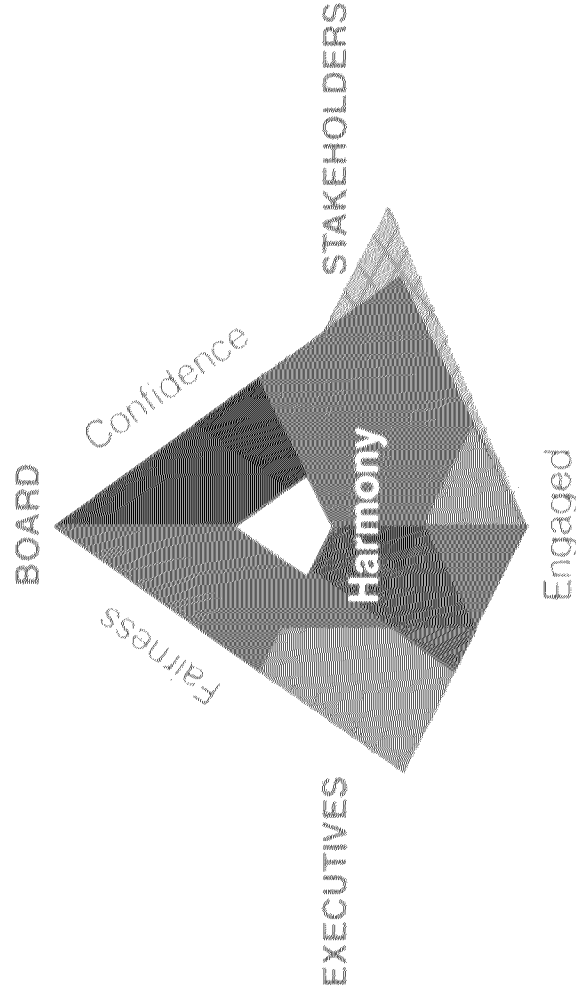
Investee Governance Intelligence Services – Conducting governance assessment and compensation design liability reviews and research for investors and investment organizations.

GGA was founded on the premise that properly designed compensation plans are the lynchpins that enable positive governance and increase organizational performance and sustainability.



Experience – Review of GGA’s Attributes

GGA understands that the recommendations we make can have a considerable effect on the dynamics between the Board, Senior Management and Stakeholders. Although GGA remains accountable to the Board, we bring the added value of working in close partnership with Senior Management; providing increased transparency and helping to foster management buy-in and cooperation at the front-end of the governance, compensation, and performance review process.

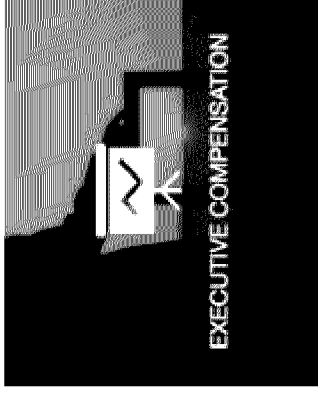


GGA’s role as an independent governance and compensation advisor helps to build stakeholder confidence in the Boards that we work with. GGA delivers expert, innovative advice; allowing the Board to implement appropriate corporate governance structures and skillsets that are in the best interests of stakeholders.



GGA's Experience and Qualifications – Advisory Services

EXPERIENCE

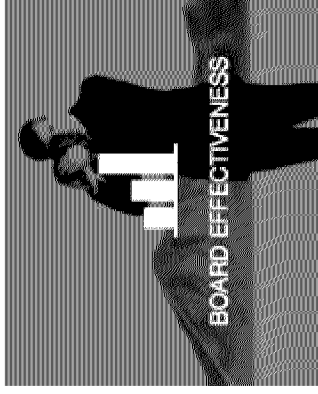


Leaders in Employee and Director Compensation Reviews

Our services include:

- Compensation philosophy and strategy development
- Compensation reviews
- Performance management
- Incentive design and stress testing
- Pay-for-Performance Analysis
- Risk Audits
- Equity plan assessments

INTEGRITY

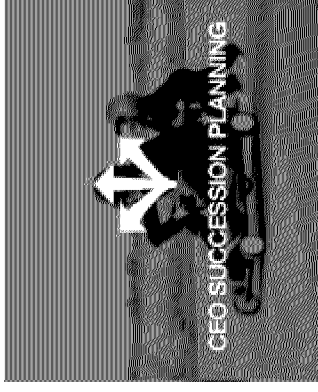


Effective Boards lead to better results

Our work with client boards to evaluate effectiveness through:

- Questionnaire development
- One on one interviews
- Peer evaluation
- Board skills assessment
- Board diversity

RIGOR



CEO Succession is the Board's Number One Priority

We partner with boards to work through:

- Strategy articulation
- Emergency succession
- CEO Profile development
- Internal candidate identification, assessment and development
- Competitive pay analysis
- Board support during retained search process

INDEPENDENCE



Sound corporate governance underpins investor confidence

We work with client boards to evaluate effectiveness through:

- Board education
- Annual disclosure
- Stakeholder engagement
- Employment Agreement reviews
- Board governance practice review

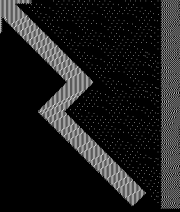


Experience & Qualifications – Intellectual Property

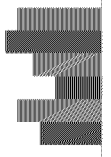
GGA provides recommendations and advice that are appropriately aligned with the client's best interests as well as market best practices.



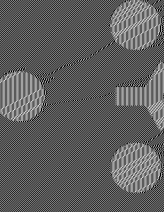
Proprietary
Market
Research
(*Pension Fund Surveys, Mining
Surveys, General Market Surveys*)



Custom
Governance
Trends
Education
(*NCPERS, HRP*)



Thought
Leadership
(*Pensions & Investments,
Pension & Benefits Monitor,
NAPPA*)



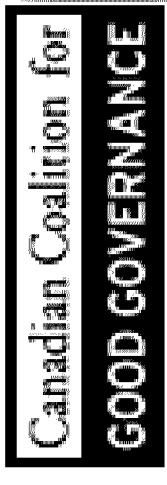
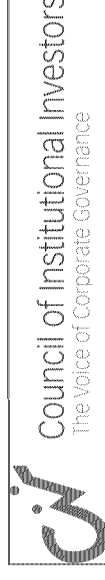
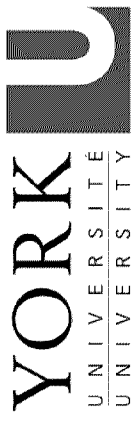
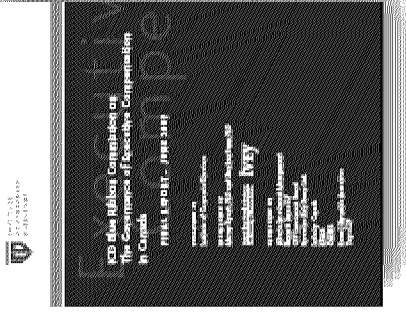
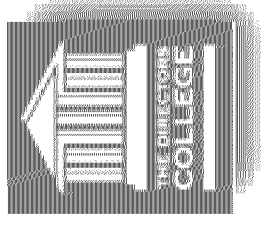
Professional
Accreditation
(*NAF & AACP*)



Experience & Qualifications – Organizational Overview

At the Forefront of Organizational Governance

- GGA is a leader in executive corporate governance and compensation design. As such, we have taught Directors of Boards and Executives through our involvement with leading Director Colleges, professional associations and Canadian Universities.
- GGA's founder, Luis Navas, was instrumental in the development of the Institute of Corporate Directors Blue Ribbon Commission on the Governance of Executive Compensation in Canada which was co-sponsored by the Canadian Federal Government.
- GGA's Senior Partner, Paul Gryglewicz, is also an instructor at York University where he co-designed and teaches the graduate level course Governance of Executive Compensation and Shareholder Accountability as part of the Master of Financial Accountability ("MFAc") program.
- GGA's Partner Brad Kelly has published numerous articles through the Institute of Corporate Directors and was a faculty member in the Not-for-Profit Governance Institute as well as the Directors Collage.



Experience & Qualifications – Organizational Overview

Delivering Compensation & Corporate Governance Certification Programs

Global Governance Advisors has partnered with National Conference on Public Employee Retirement Systems (“NCPERS”) to develop an accredited program specifically tailored for public pension trustees – providing information, best practice and strategies for governing public funds in an ever-changing environment.

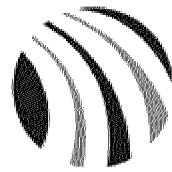
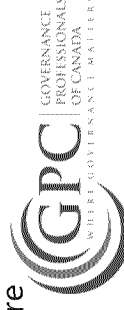
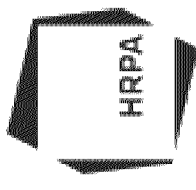
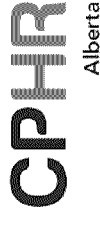
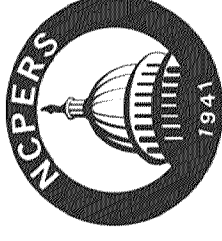
Delivered by experts in the fields of compensation, governance, legal, investment management and accounting, the NCPERS Accredited Fiduciary Programs cover topics in four key areas:

1. Governance and the Board’s Role
2. Investment, Finance and Accounting
3. Legal, Risk Management and Communications
4. Human Capital Management

The program is currently offered on a semi-annual basis and is currently working on the delivery of customized committee and state-specific programs.

Global Governance Advisors is partnered with the Human Resources Professional Association (“HRPA”), CPHR Alberta and CPHR British Columbia and Yukon, to develop comprehensive certificate programs that equip senior management, executives and board members with information, best practices and strategies for compensation and corporate governance.

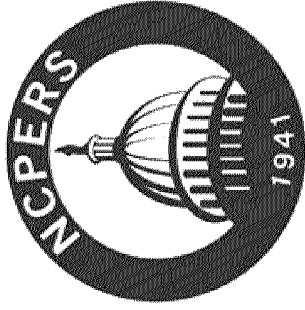
GGA has created similar customized programs for the Corporate Secretary community, and delivers multi-day programs for the executives within the North American agriculture community.



GGA Partnering with NCPERS on Board Education

GGA partnered with NCPERS to create the NCPERS Accredited Fiduciary (NAF) Program to provide advanced board education to North American pension fund trustees.

- The NAF program provides education on compensation and governance best practices to over 500 pension fund boards and 1,500 trustees around the world.
- Since its inception, the program has been delivered in San Diego, Las Vegas, Hollywood, San Antonio and New York City.
- GGA is currently working on the development of a low cost North American custom compensation, performance and governance survey for pension funds.



National Conference On Public Employee Retirement Systems *The Voice for Public Pensions*

GGA's Partnership with NCPERS:

- Puts us at the forefront of compensation and governance education for pension fund trustees in North America.
- Provide us with unique insights on emerging trends and issues within the North American pension fund industry.
- Will assist us in providing reliable compensation, performance, and governance data for pension fund professionals.

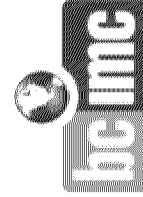
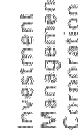
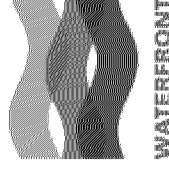
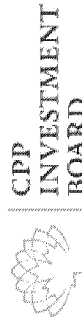
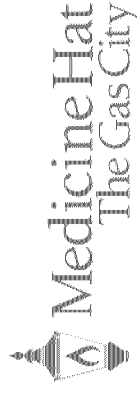
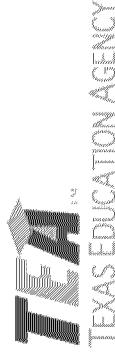


Client Experience

GGA has specific experience helping public sector and not-for-profit organizations maintain strong, competitive compensation programs while managing and mitigating risks:



Houston Firefighters' Relief and Retirement Fund
Investing for Firefighters and Their Families®



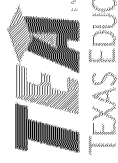
GGA has deep experience within the public and not-for-profit sectors and truly understands current compensation trends and best practices that exist throughout North America.



GGA's Advisory Work

GGA has vast experience working with the public sector and not-for-profit organizations to review their compensation levels and structure. GGA is viewed as the go-to firm to handle these requests because of its:

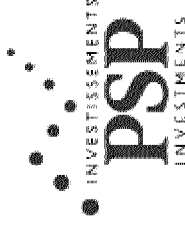
- ❖ GGA's independence
- ❖ GGA's experience with similar firms – size, industry and ownership structure



Houston Firefighters' Relief and Retirement Fund
Investing for Firefighters and Their Families®

Some of GGA's routine work with Boards has assisted with the following deliverables:

- ❖ Correcting previously misaligned compensation designs
- ❖ Development of formal Compensation Philosophies
- ❖ Aligning the views of management and the Board
- ❖ Development and implementation of structured variable pay programs
- ❖ Development of performance scorecards
- ❖ Setting annual performance hurdles
- ❖ Development and implementation of Long-Term Variable Pay Programs
- ❖ Board governance structure
- ❖ Executive contract reviews
- ❖ Public Disclosure



Results of GGA's Involvement

- ❖ **Appropriate Plan Designs**
- ❖ **Competitive compensation program**
- ❖ **Alignment across the organization**
- ❖ **Significant compensation cost savings**
- ❖ **Attraction and retention of desired professionals.**
- ❖ **Greater Pay-for-Performance Alignment**
- ❖ **Appropriate Performance Measures**
- ❖ **Greater Retention Value**
- ❖ **Employment agreements**

Through GGA's work, our clients are now better equipped from both a governance and compensation standpoint. GGA assists organizations in moving towards a pay-for-performance mentality, with a focus on more efficient of compensation cost management.



GGA's Proprietary Job Evaluation Tool

Job Evaluation Tool

GGA has developed a proprietary Job Evaluation tool to help organizations evaluate their overall performance for each job within its organization. The tool uses weighted compensable factors that evaluate the overall organizational impact that each position has.

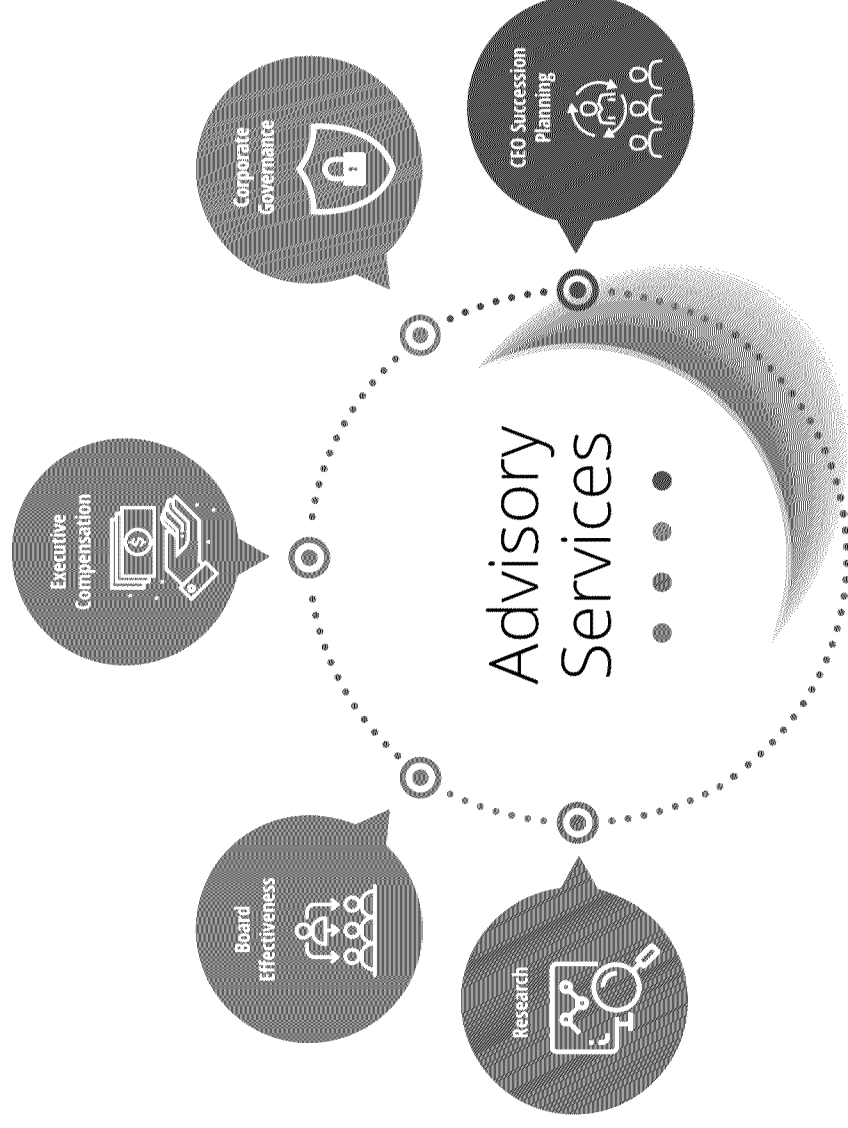
If requested GGA will work with the Centerville management in implementing GGA's proprietary Job evaluation tool into Centerville's organization.

Compensable Factors			
Knowledge & Skill	Job Knowledge & Skill		
	Experience		
	Supervision	People Management	
		Nature of Work	
		Supervised	
	Decision Making	Process	
		Impact	
		Internal	
	Communications	External	
		Work Structure	
Originality & Creativity			
Mental Effort	Effort		
	Working Conditions		
	Travel		
Physical Effort	Physical Environment		

JE Summary Sheet Print Report										
Position	Reg Code	Points by Sector				Total Points	Job Grade	Salary Band		
		MTR	Emergency		Other			Total	Min	Max
			Emergency	Other						
Position 1	ISC	350.0	294.2	163.2	24.9	847.5	13	124000	245000	
Position 2	ISC	350.0	294.2	163.2	24.9	847.5	13	124000	245000	
Position 3	ISC	350.0	294.2	163.2	24.9	847.5	13	124000	245000	
Position 4	ISC	350.0	294.2	163.2	24.9	847.5	13	124000	245000	
Position 5	ISC	350.0	294.2	163.2	24.9	847.5	13	124000	245000	
Position 6	ISC	350.0	294.2	163.2	24.9	847.5	13	124000	245000	
Position 7	ISC	350.0	294.2	163.2	24.9	847.5	13	124000	245000	
Position 8	ISC	350.0	294.2	163.2	24.9	847.5	13	124000	245000	
Position 9	ISC	350.0	294.2	163.2	24.9	847.5	13	124000	245000	
Position 10	ISC	350.0	294.2	163.2	24.9	847.5	13	124000	245000	
Position 11	ISC	350.0	294.2	163.2	24.9	847.5	13	124000	245000	
Position 12	ISC	350.0	294.2	163.2	24.9	847.5	13	124000	245000	
Position 13	ISC	350.0	294.2	163.2	24.9	847.5	13	124000	245000	
Position 14	ISC	350.0	294.2	163.2	24.9	847.5	13	124000	245000	
Position 15	ISC	350.0	294.2	163.2	24.9	847.5	13	124000	245000	
Position 16	ISC	350.0	294.2	163.2	24.9	847.5	13	124000	245000	
Position 17	ISC	350.0	294.2	163.2	24.9	847.5	13	124000	245000	
Position 18	ISC	350.0	294.2	163.2	24.9	847.5	13	124000	245000	
Position 19	ISC	350.0	294.2	163.2	24.9	847.5	13	124000	245000	
Position 20	ISC	350.0	294.2	163.2	24.9	847.5	13	124000	245000	
Position 21	ISC	350.0	294.2	163.2	24.9	847.5	13	124000	245000	
Position 22	ISC	350.0	294.2	163.2	24.9	847.5	13	124000	245000	
Position 23	ISC	350.0	294.2	163.2	24.9	847.5	13	124000	245000	
Position 24	ISC	350.0	294.2	163.2	24.9	847.5	13	124000	245000	
Position 25	ISC	350.0	294.2	163.2	24.9	847.5	13	124000	245000	
Position 26	ISC	350.0	294.2	163.2	24.9	847.5	13	124000	245000	
Position 27	ISC	350.0	294.2	163.2	24.9	847.5	13	124000	245000	
Position 28	ISC	350.0	294.2	163.2	24.9	847.5	13	124000	245000	
Position 29	ISC	350.0	294.2	163.2	24.9	847.5	13	124000	245000	
Position 30	ISC	350.0	294.2	163.2	24.9	847.5	13	124000	245000	
Position 31	ISC	350.0	294.2	163.2	24.9	847.5	13	124000	245000	
Position 32	ISC	350.0	294.2	163.2	24.9	847.5	13	124000	245000	

 California


Proposed Project Methodology



Commitment to Quality & Approach to Client Services

Provided below is GGA's standard approach to client services, which also describes its commitment to quality in all the work that we perform.

Processes and Methodology

- ❖ GGA is typically hired by and works for the board, but in collaboration, works with management to help inform its recommendations.
- ❖ GGA typically follows a three-step process when delivering project work, and then further refines or tailors the process once specific project details are discussed.

1. Data Collection

- This includes collecting and reviewing past survey results, desktop materials and conducting confidential one-on-one interviews with board trustees, management and other relevant stakeholders.

2. Analysis

- This includes summarizing interview results, historic probability assessments, response data and key findings.

3. Stress-Tested recommendations

- This includes data quality control and alignment of all recommendations to the organizational strategy and governance best practices.
- ❖ GGA consultants utilize their combined decades of experience in developing and refining our proven processes and methodologies to ensure the client receives accurate and detailed information and appropriate recommendations.
- ❖ Under GGA's project management process, senior consultants are typically involved in the interpretation of data, project management and quality assurance phases of the project. They also determine the final recommendations that are presented to the Board. Gathering of data and primary analytics are typically performed by associates.my



GGA's Proposed Services- Work Plan

The following table outlines GGA's proposed project deliverables to be provided as part of the work plan for Centerville.

Project Description
Commencement Meeting
GGA will commence the project by meeting with the designated project manager to clarify the work plan details, progress reporting preference, and key milestone dates.
Interviews and Peer Group Validation
GGA will conduct six confidential, one-on-one interviews with the Mayor, City Manager, Management Services Director, Treasurer, Public Works Director, and Head of Human Resources to discuss their views on Centerville's business strategy, compensation philosophy and ideal comparators to benchmark compensation. As well this conversation will provide an opportunity to identify other compensation concerns and needs. We will also conduct a review of desktop materials related to Centerville's compensation and current comparator group. This also includes review of, but not limited to: current job descriptions and job questionnaires, Centerville organizational charts, current salary structure, Centerville's current compensation philosophy, Centerville's existing organizational structure, previous benchmarking assessments, and the city's mission, vision, values and strategic priorities. Upon completion of the interviews and desktop materials review, GGA will evaluate the appropriateness of comparators and propose a fair and defensible group to ensure the organizations included are suitable comparators for Centerville. The comparator group will include appropriate municipal entities that are similar in size and complexity. Based on the results of the interviews and proposed comparator group, GGA will provide a progress update to the project manager, including a discussion of the preferred approach in order to collect compensation and other non-public information from the comparator group. Once the comparator group and desired approach for gathering information is agreed upon, GGA will begin the survey creation data collection.



GGA's Proposed Services- Work Plan cont'd

Project Description	
Custom Survey	
GGA will review the methodology, questions and analysis within Centerville's most recent compensation custom survey and external market comparisons. GGA will meet with the Head of Human Resources to discuss survey content requirements. GGA will develop a full detailed custom survey including a survey participant guide, outlining the purpose and required content of the survey. GGA will develop the custom survey within a user friendly, co-branded interface, which will collect information on: • Base Salary (Actual Annual); • Target/Actual Annual Incentive (as % of Base Salary and \$ amount where applicable); and • Total Cash Compensation (Salary + Target/Actual Short-Term Incentive). • Pay ranges/bands • Other forms of compensation (i.e. perquisites & benefits) • Merit and/or cost of living increases Additional sections may be added upon further discussions with the Head of Human Resources. Once approved, GGA will invite each applicable comparator organization to participate in the survey, collect responses, and answer any questions pertaining to the survey content.	
Data Analysis	
GGA will compile and analyze all survey responses and conduct statistical analysis for each survey question. Where necessary, GGA will follow up with survey participants to clarify and validate the data provided. GGA will also consolidate all responses into a complimentary, high-level summary report for all participant organizations.	
Progress Report	
GGA will provide the designated project lead with a report on the progress of the custom survey and its market analysis on an as needed basis, as agreed upon between the ODA and GGA.	



GGA's Proposed Services- Work Plan cont'd

Project Description	
Labor Market Analysis for Centerville Employees	
GGA will conduct a market analysis of Centerville's compensation in the following areas : • Base Salary (Actual Annual) • Target/Actual Annual Incentive (as % of Base Salary and \$ amount where applicable) • Total Cash Compensation (Salary + Target/Actual Short-Term Incentive) • Pay ranges/bands • Other forms of compensation (i.e. perquisites & benefits) • Merit and/or cost of living increases In addition to the above elements, GGA will also assess or take into consideration internal elements such as: • Internal equity • Affordability/sustainability • Predictability • Flexibility • Compression • Pay progression To assess the above compensation elements, GGA will: • Utilize approved comparator group and survey results to analyze the competitive market compensation practices relative to the marketplace. We will use the most appropriate combination of data from the peer group and wherever possible, supplement it with Centerville's subscribed market data for the assessed positions; • Assess the compensation design and help ensure that it is in line with Centerville's Compensation Philosophy and Strategic Priorities as well as current market levels and considers relative compensation distribution ratios between existing roles/positions within the organization; and • Provide additional analysis and insight on emerging compensation, performance management, and governance trends.	



GGA's Proposed Services- Work Plan cont'd

Project Description

Compensation Management Policy & Plan

Aligning our work with Centerville's Compensation Philosophy, strategy and principles GGA will work with Council, Mayor and city staff a compensation management to establish a policy and plan that addresses:

- Internal equity
- Desired level of competitiveness
- Pay ranges/bands
- Incentives and other forms of compensation
- Merit and/or cost of living increases
- Affordability/sustainability
- Predictability
- Flexibility
- Compression
- Pay progression

Aligning our work with Centerville's Compensation Philosophy, strategy, principles and outcomes of the recent survey and labor analysis, GGA will also work with the Head of Human Resources to see how they align with its subscribed general market data, job evaluation, and point factor system.

From the results, GGA will help Centerville assess the validity and cost effectiveness of its current methodology and tools and if necessary, suggest appropriate changes.

Finally, GGA will produce a draft analysis report as well as a proactive policy and plan to be first reviewed by a small group of municipal leaders. Once reviewed by the group, GGA will any requested changes and finalize the drafts for wider circulation.

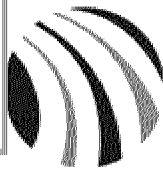
Presentation of Analysis Results, Proposed Policy & Plan

GGA will produce a detailed report outlining the analysis and any recommended changes to compensation levels for Centerville. Specifically the detailed report will include the project's approach, project methodology, findings and recommendations on compensation levels.

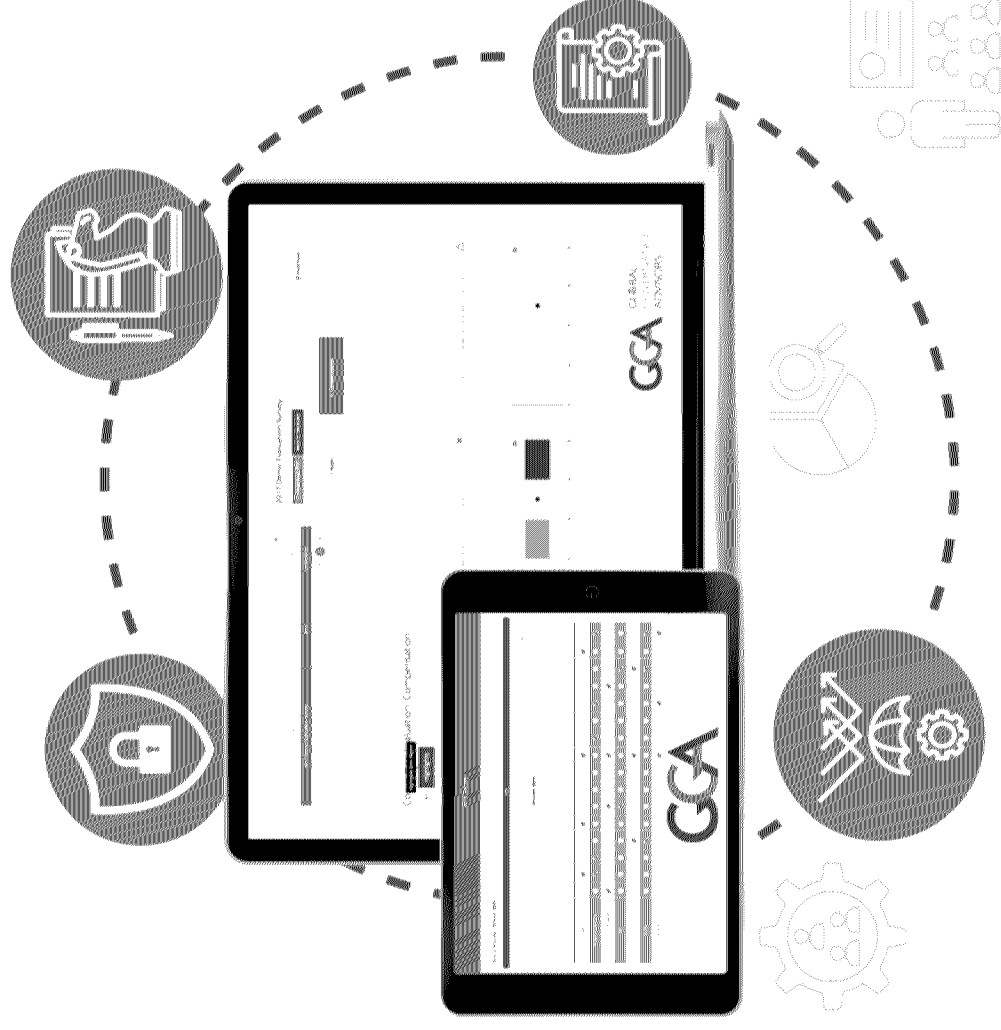
GGA will meet in person with the Council, Mayor and City Staff executives and present its findings and compile and analyze all survey responses and conduct statistical analysis for each survey question.

GGA will present a draft version of the reports to the HRCC for their review and feedback.

Upon receiving any feedback on its draft reports, GGA will make any necessary changes and present a final report to the HRCC followed by a formal presentation to the Board, and Management.



Our Project Team & References



Team Experience – Development & Team Communication

Project Team Reporting Mechanism & Organizational Structure

Below is GGA's proposed development team and a high level overview of the roles and responsibilities of each team member. Detailed biographies for each member of the proposed project team can be found in on the pages following.

Brad Kelly– Project Lead

Responsible for the oversight and timely delivery of all project requirements, including the development of recommendations, based on findings from GGA's analysis. Also responsible for overseeing the evaluation framework, data collection tools, modelling and analytics. Will present final recommendations to the Board and participate in interviews.

Peter Landers – Partner (Project Management)

Peter will be responsible for the oversight and peer review of all project requirements including the development of recommendations, based on findings from GGA's analysis. Also responsible for the peer review of the evaluation framework, data collection tools, modelling and analytics.

Hemant Sud – Associate

Responsible for all aspects of data entry and management as well as data modelling and core analytics for the final report. May be involved in interviews.



Team Experience – Project Lead

Brad Kelly – Partner

Brad Kelly is a Partner at Global Governance Advisors. With extensive experience in strategic planning in large complex organizations, Brad works with Board members and managers at public pension funds as well as public and private organizations to devise innovative governance and compensation solutions to existing or anticipated challenges.

Areas of Expertise

Brad specializes in performance goal setting, strategic review, valuation and the innovative design of executive compensation and corporate governance programs that help focus and support organizational strategic objectives and stakeholders' interests as well as mitigate risks. Brad is certified in the assessment of leadership behaviours and skills, as well as the assessment of organizational governance effectiveness. Specifically, Brad is a recognized expert in performance management and speaks regularly on the Psychology of Incentives and Effective Not-For-Profit Performance Management Strategies at Human Resources Professional Association and World at Work events.

Professional Background and Affiliations

Having spent a number of years as a Senior Consultant in Hay Group's Executive Compensation Practice, Brad had the opportunity to represent stakeholder interests and advise the Boards of a wide range of organizations – from public to private and from large, established, financial institutions to new corporate or industrial start-ups. Prior to this, Brad spent close to a decade working in the Federal Public Service where he developed a strong knowledge of complex institutions and their needs. Working at the Treasury Board Secretariat of Canada as a program analyst, Brad specialized in performance management and strategic planning – guiding federal executives and organizations through annual performance planning cycles. Following that, Brad became a senior policy analyst and strategic planner at Industry Canada where he focused on organizational renewal, succession planning and management retention. In addition, while at Industry Canada, Brad led the development of broad, national, strategic plans and innovative enterprise-wide policies. Currently Brad is a principal course developer and lecturer for the NCPERS Accredited Fiduciary, and the HRPAs Accredited Executive Compensation Programs; is frequently asked to present at conferences and to professional associations; conduct media interviews; and regularly publishes articles in professional journals and magazines. Brad is also a former Directors College faculty member; the current Board Vice Chair of Altruvest Charitable Services; Board Chair of Sesqui Inc.; and a faculty member of the Not-for-Profit Governance Institute.

Education

Brad is a Masters of Public Administration graduate of Carleton's School of Public Policy and Administration. He graduated as Valedictorian at the University of Waterloo and holds Honours degrees and specializations in Political Science, Public Administration, Legal Studies, and Philosophy. Brad studied at Harvard's Kennedy School of Government and received numerous awards for his work.



Team Experience – Project Management/Support

Peter Landers – Partner

Peter Landers is a Partner at Global Governance Advisors. He supports Boards and senior management at both public and private companies with technical insight in the areas of Executive Compensation, Human Resource Strategy and Corporate Governance. Peter's work focuses on forward looking governance practices and risk management as well as provides education to key stakeholders on complex compensation systems. In addition, he has consulted on compensation reviews for health care, public sector and private sector organizations for many years.

Areas of Expertise

Peter specializes in the strategic evaluation of compensation and corporate governance programs including business strategy, compensation philosophy and executive pay alignment, incentive design and valuation, compensation risk audits, and board education, which support clients' organizational strategy and objectives, as well as shareholders' interests. He possesses strong analytical and research skills and widespread knowledge in general practises of compensation governance and methodology. Given his vast experience, Peter has also been asked to share his insights in the media and on industry panels.

Professional Background and Affiliations

Peter was previously a Consultant in Hay Group's Executive Compensation practice, focused on advising clients nationally across a broad spectrum of industries. His work is specialized in strategic compensation review and design, incentive performance calibration, board compensation and governance. He is also a faculty member for GGA's Executive Compensation Certificate Program in Canada and course developer for the Accredited Fiduciary Program, conducted in partnership with NCPERS in the United States.

Peter has consulted on executive and director compensation issues for public and private corporations in a range of industries including automotive, mining and financial services. He is knowledgeable about compensation benchmarking, performance measurement and analysis, and corporate governance. Peter has specific experience in conducting both quantitative and qualitative analyses in areas of short and long-term incentive plan design, financial modeling, peer group establishment, pay-for-performance, executive and director compensation, and risk tendencies.

Education

Peter holds an Honors Bachelor of Business Administration degree, from the Schulich School of Business at York University, where he specialized in both Finance and Accounting, and graduated with distinction.



Team Experience – Associate

Hemant Sud – Associate

Hemant Sud is an Associate at Global Governance Advisors with a keen interest in the linkage between compensation and corporate performance, as well as the underlying mechanics of corporate governance. Hemant's diverse professional experience within a wide range of industries in both the public and private sector allows him to effectively analyze, design and implement strategically aligned compensation and reward systems.

Areas of Expertise

Hemant is knowledgeable about corporate finance and its link to striking a balance between pay and performance, risk, corporate strategy and shareholder interests. His experience includes capital market analysis, peer group development, compensation benchmarking, performance metric stress testing and corporate governance analysis.

Professional Background and Affiliations

Prior to joining GGA, Hemant gained valuable experience in the financial services industry. His previous experiences include researching and analyzing large amounts of data to uncover underlying trends. Through his preparation for the CFA level I exam, Hemant developed a strong appreciation for the complexities and changing dynamics of risk management and financial reporting.

Education

Hemant graduated from McMaster University with an Honors Bachelor of Commerce with a concentration in Finance and is currently enrolled as a CFA Level II candidate.



Client References

Reference #1:

Client	Overview of Work Conducted	Reference
	Executive Team Compensation Assessment ❖ GGA is the current compensation governance advisor for OMERS and its consultants have over 10 years of experience working with OMERS in a range of capacities. ❖ GGA has established and renewed OMERS' compensation philosophy, conducted numerous compensation market assessments of OMERS Top Executives, re-designed OMERS (including its business units) short-term and long-term incentive plans, developed annual incentive performance scorecards, conducted pay-for-performance analysis and designed and conducted custom compensation and incentive design surveys. ❖ Throughout every project, GGA worked closely with the board and in conjunction with the senior executives and managers to ensure that all of the work aligned with the strategic plans and municipal plan members interest.	Rick Miller Former Board Chair One University Avenue Toronto, Ontario M5J 2P1 Phone: (519) 258-7291 Email: rmiller@windSOR.igs.net

Reference #2:

Client	Overview of Work Conducted	Reference
	Municipal Utility Manager ❖ The city of Medicine Hat is an Alberta Municipality that owns and operates a large natural gas operation. ❖ GGA conducted a strategic assessments of its municipal government structure and has operation and proposed a more effective accountability model. ❖ This project was completed on time and in budget.	James Will Acting Commissioner #101, 505 First Street SW Medicine Hat, Alberta T1A 0A9 Phone (403) 529 8239 E-mail: jamwil@medicinehat.ca



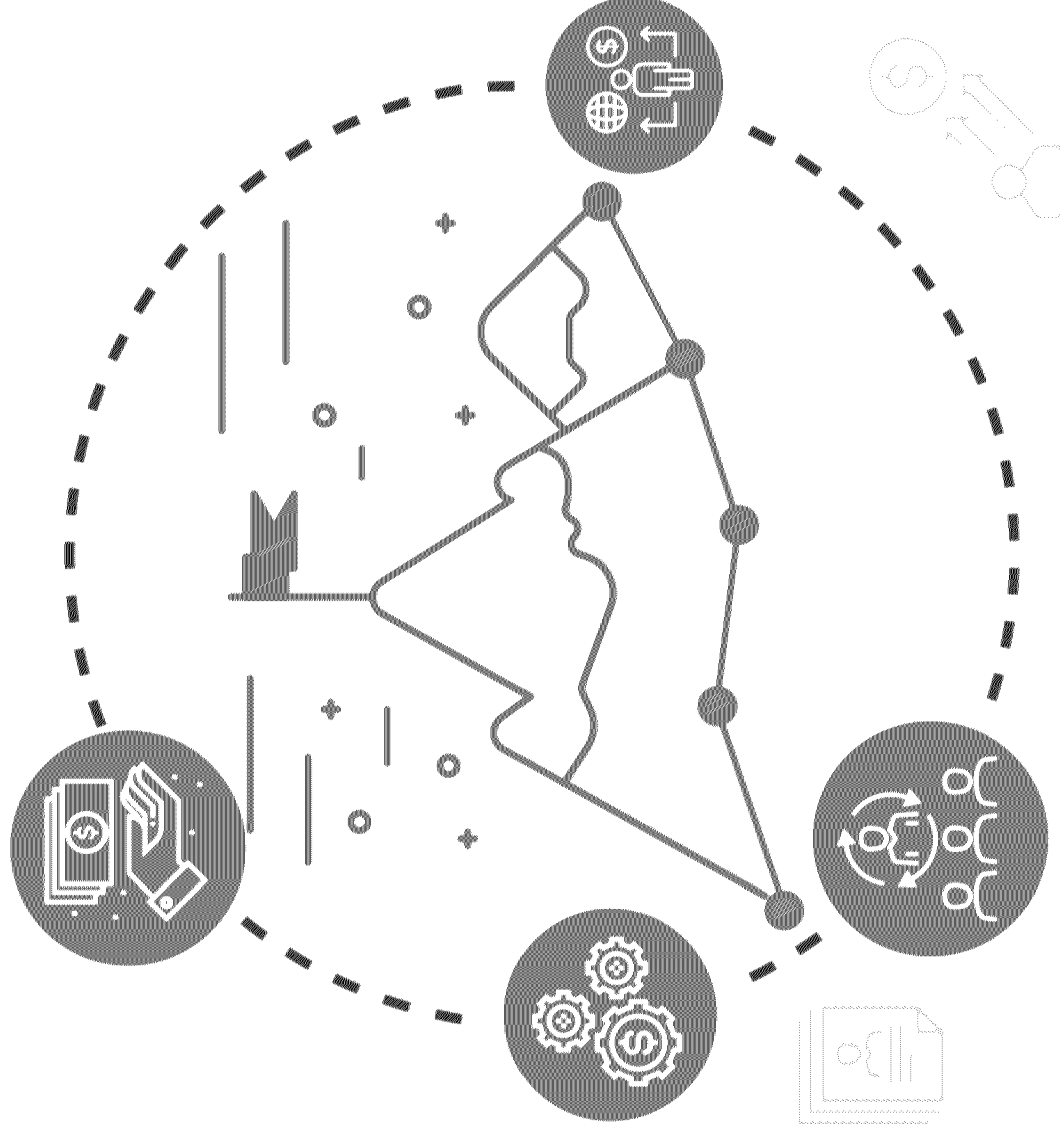
Client Reference cont'd

Reference #3:

Client	Overview of Work Conducted	Reference
	Compensation Review, Organizational Effectiveness Assessment ❖ The Canada Green Building Council is a national non-profit organization that works to change industry standards, construction and operation practices and advocate for green buildings with all level of government and industry. ❖ GGA completed numerous Compensation Reviews as well as conducted a series of board, chapter, and management effectiveness reviews. In additional GGA delivered an implementation plan which outlined a strategic roadmap along with transformational goals and organizational goals.	Thomas Mueller President and CEO Phone: (604) 282-7811 Email: tmueller@cgbc.org



Proposed Fees, Timeline & Work Samples



Estimated Fees & Timeline

GGA provides a fixed fee for its deliverables when the project scope is mutually agreed upon instead of charging on an hourly rate. From time to time, we may be asked to produce a small deliverable which we would charge based on an hourly rate. Below, we have provided a fixed fee estimate based on the scope of services described within our proposed work plan.

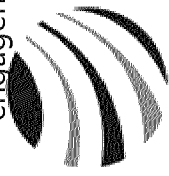
Project Fees

Project Phase	Estimated Timeline	Estimated Fees
Commencement Meeting	August 2018	Bro Bono
Interviews & Peer Group Validation (assume 6 interviews)	September 2018	\$5,250
Custom Survey (assume a max of 61 positions)	December 2018	\$21,000
Data Analysis (assume a max of 61 positions)	January 2018	\$11,200
Progress Report	January 2018	Pro Bono
Labor Market Analysis for Centerville Employees (assume a max of 61 positions)	February 2018	\$14,000
Compensation Management Policy & Plan	March 2018	\$14,000
Presentation of Analysis Results, Proposed Policy & Plan	April 2018	\$5,600
Travel to Centerville (assume 3 trips)	April 2018	\$ 9,000
Total Estimated Project Fees Before Administration Fee		\$78,500

The fees outlined in this proposal are in line with the fees quoted for previous work for other similar sized public sector clients. All fees are in United States dollars; exclusive of sales taxes. The fees are valid for a period of one hundred eighty (180) days and payable at net thirty (30) days after receipt of goods and/or services.

GGA charges a standard 12% administration fee. All out-of-pocket expenses required to conduct Centerville related work or to attend Centerville meetings in-person will be billed in addition at cost (e.g., mileage/travel expenses) and travel time to meetings in excess of 2 hours will also be billed at GGA's standard hourly public sector rate of \$350 per hour.

To the extent that Centerville varies the scope of the project at any time, our fees and timing will change accordingly. Consulting fees for any project changes will be estimated and agreed to with Centerville in advance through a signed engagement letter outlining GGA's exact scope of work in the event we are retained by Centerville to conduct this work.



Work Samples

Sent with this proposal package are a number of work samples that show the breadth, depth and quality of our work. Due to the confidentiality of the work that we do, the vast majority of our work examples cannot be shared. However, we were able to send examples that are either proprietary, outdated, or now publicly available record.

Samples Sent With This Proposal:

2017 Custom Global Mining Survey

This is a survey that GGA has conducted on an annual basis since 2012 and represents the quality of our surveys and our ability to capture in-depth and accurate compensation data.

Gender Neutral Job Evaluation Manual for Executive, Management & Exempt Job Levels

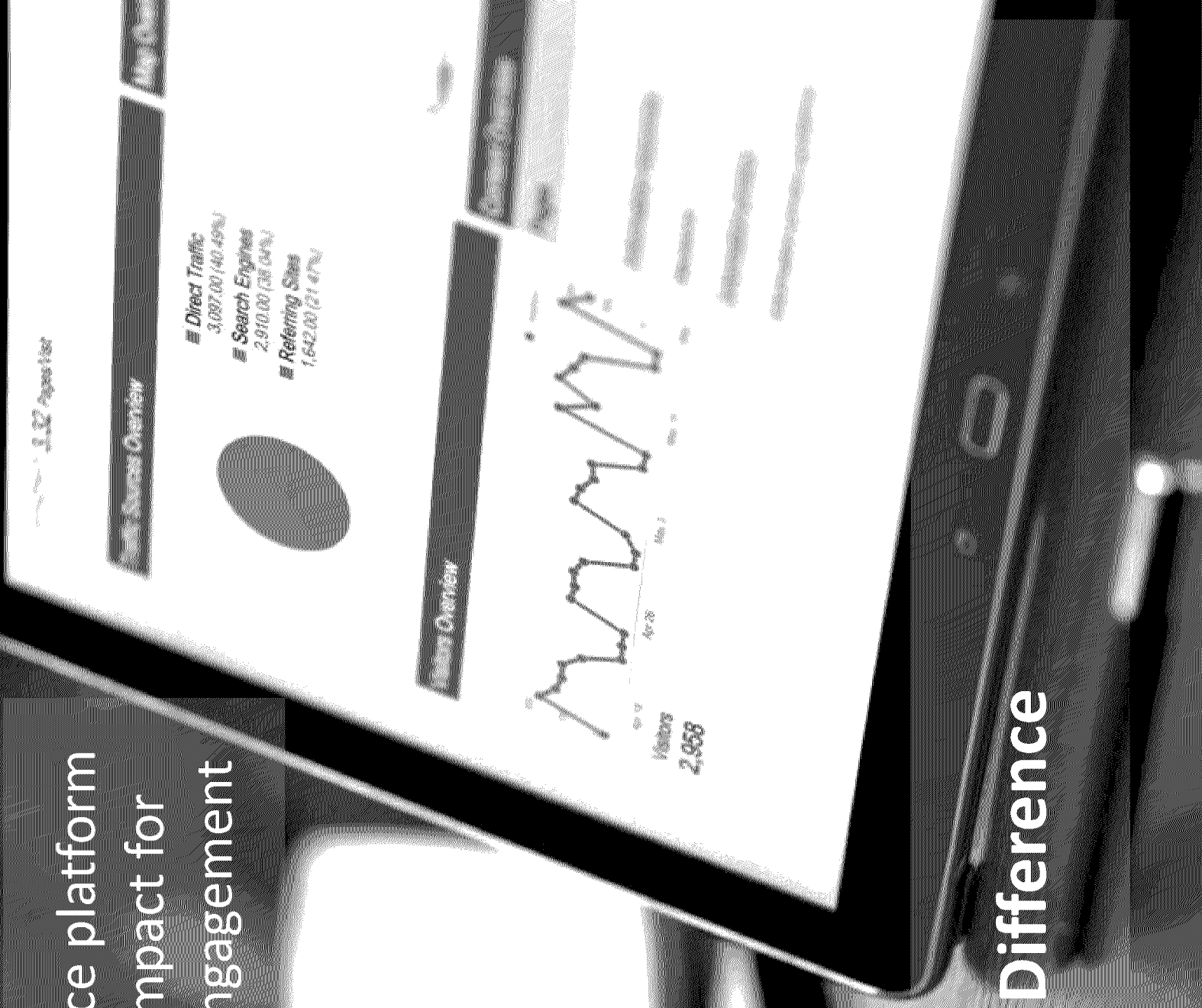
This is our formal handbook that we provide all of the users of our proprietary JE Point Factor Tool which shows the depth of our understanding of job evaluation, point factoring and pay banding systems.

Texas Education Agency Performance Incentive Pay Plan Policy

This is an example of our experience drafting public sector plan policies which was formally approved and now available through the State of Texas.



Our Software as a Service platform
provides immediate impact for
strategic stakeholder engagement



GGA's Competitive Difference

Global Governance Advisors provides end-to-end board solutions through traditional advisory services and an innovative, secure governance software platform – emPower.

GGA's emPower platform offers three modules – **emPowerBoards**, **emPowerIR** and **emPowerHCM** – that together present the opportunity to create efficient and strategic board effectiveness, stakeholder engagement and human capital management.



emPowerBoards

**Better meetings.
Easier board management.**

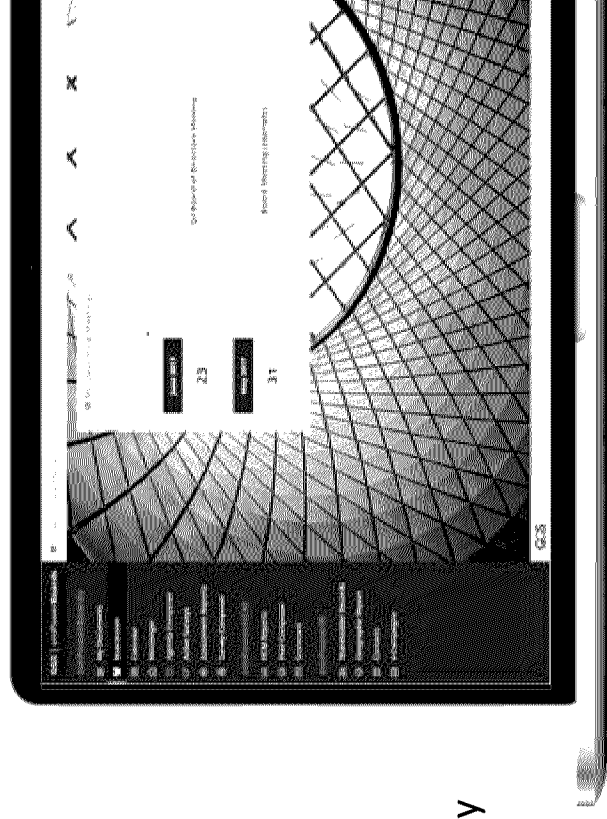
emPowerBoards offers secure, easy to use features that immediately improve meeting productivity, communications and board governance.

Tools that enhance
meeting productivity
and communication

- Board Portal
- Secure Messenger
- Board Calendar

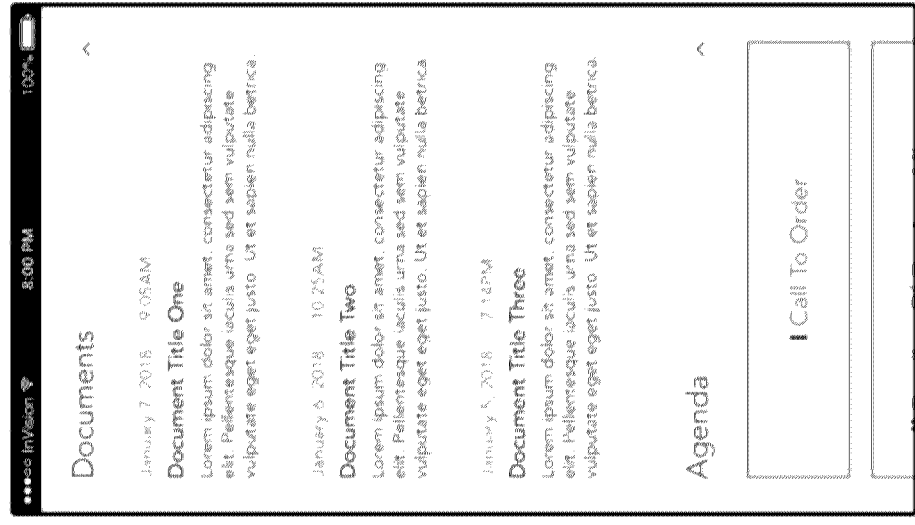
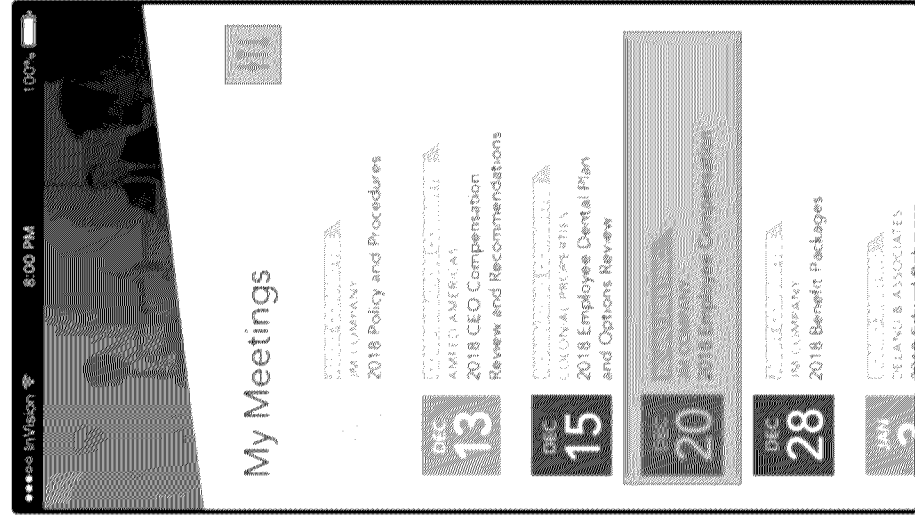
Tools that improve
Board Governance

- Board Assessment
- D&O Questionnaire
- Secure Document Repository



emPowerBoards

Mobile App for iOS and Android (Coming in 2018)



emPowerIR

Stakeholder insight. Board ready profiles.

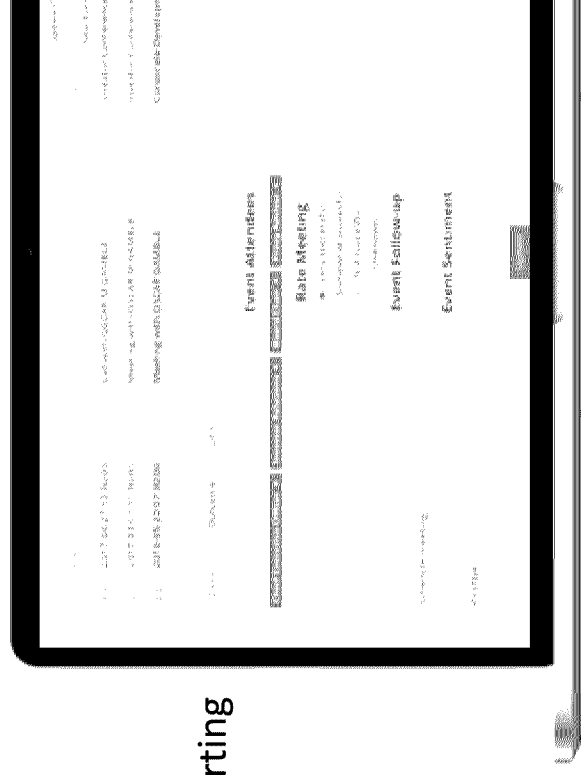
emPowerIR improves oversight of stakeholder engagement activity and makes valuable information readily available to the Board in real-time.

Tools that capture
Stakeholder Profiling

- Stakeholder CRM
- Voting Policy Reporting
- Stakeholder Geographic Reporting

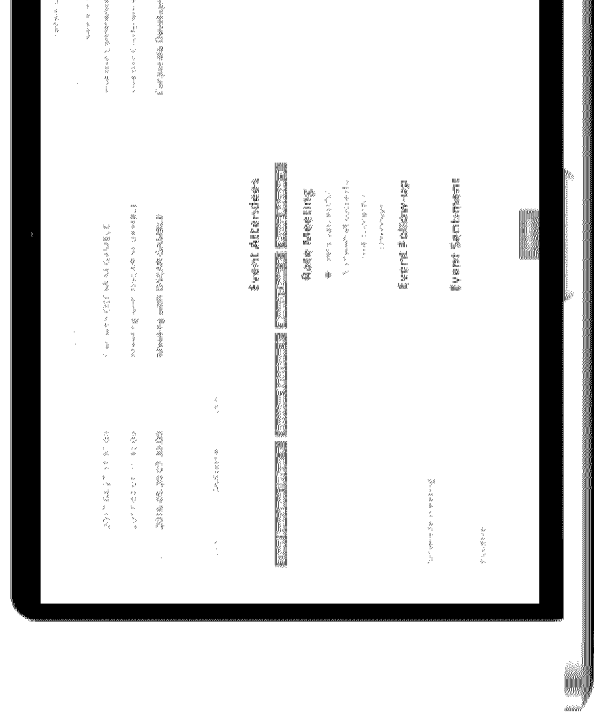
Tools that automate
and improve
communication

- Email Automation
- Engagement Reporting
- Dedicated Analyst



Our team works with management to implement a two-year shareholder engagement strategy with a goal to:

- 🌀 Identify underlying retail shareholders
- 🌀 Build a direct channel to communicate information
- 🌀 Accumulate e-consent from beneficial retail shareholders
- 🌀 Reduce annual spend on proxy engagement activities
- 🌀 Fulfill proxy disclosure to targeted retail geographies
- 🌀 Increase votes cast at shareholder meetings
- 🌀 Report real-time shareholder sentiment and ownership
- 🌀 Centralize investor intelligence with low cost maintenance



emPowerIR

It is important to understand shareholder's views and to address concerns before they become public.

emPowerIR is the tool management needs to efficiently gain shareholder insight and to facilitate a response in an informed and efficient way.

Why is this critical?

- Streamlined communication can create strong relationships with major investors.
- Shareholders predominantly focus on recent performance.
- Shareholder's demonstrate discontent when they do not understand why the executive received the compensation.
- When new plans need approval, an existing relationship with shareholders can help discontent investors make more informed decision when voting their proxy



emPowerHCM

**Real time data.
Quantitative analysis.**

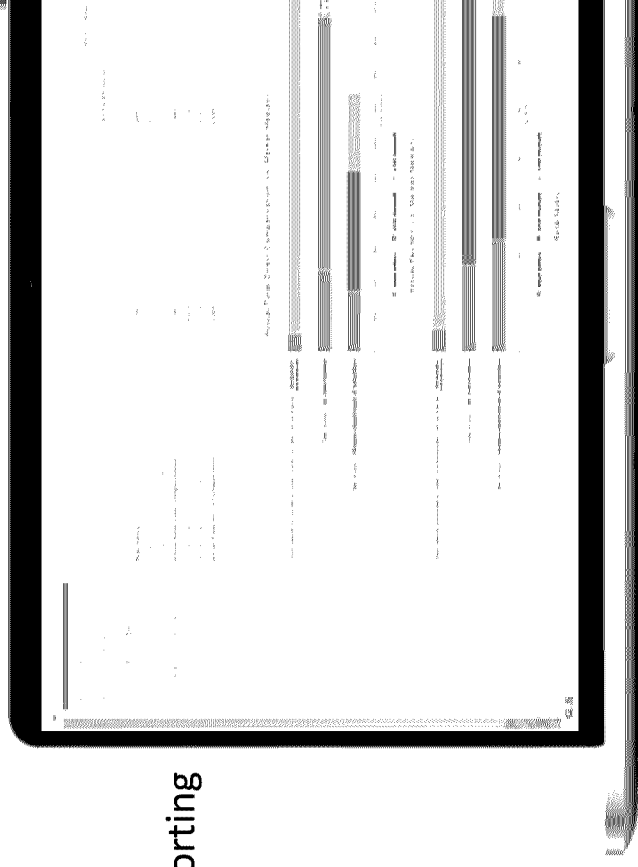
emPowerHCM streamlines administration and compensation research with an dynamic database of over 8,000 public companies in North America.

Easily Benchmark
Executive Pay

- Customized Peer Groups
- Pay for Performance Reporting
- Top 5 NEO Benchmarking

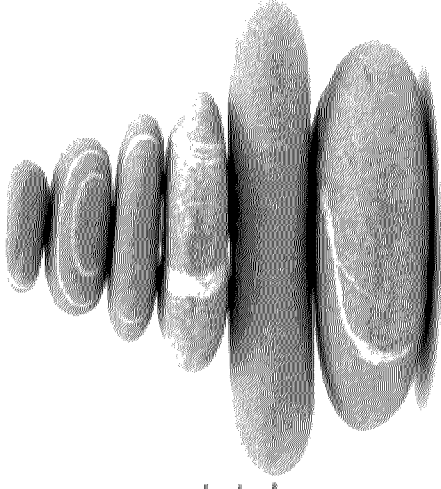
Tools to support the
development of
Executive Scorecards

- Incentive Calculator
- Template Scorecards
- Scorecard Reporting



GGA

GLOBAL
GOVERNANCE
ADVISORS



Toronto • Calgary • Miami • New York

www.GGAINC.com

Steve Thacker

From: mike <personnelsystems@comcast.net>
Sent: Tuesday, August 07, 2018 2:29 PM
To: Steve Thacker
Subject: RE: Questions re Job Audits for Centerville Study--can you answer these today?

Steve,

My responses:

- Have you done comp studies for clients without including the job audit phase? Is this a significant number of your clients?

Yes, approximately 20-25% begin their engagement having completed a review and update process. Where that is the case, the client generally has in-house staff dedicated to some maintenance program. They provide me the updated documents from which I perform the internal equity valuation.

- When comparing the employees' acceptance of the results of those studies that included job audits versus those that did not, was there a significant difference in acceptance by the employees?

Where there is underlying morale issues the client is more inclined to incorporate the audit exercise to allow the venting to occur. I do not typically get any quantified feedback regarding improvement in morale or general satisfaction from the workforce. Part of my audit exercise is to participate in an exit meeting with the executive and the HR director allowing my audit team to share observations gleaned from the employee(s); anonymous feedback.

- Is it reasonable for us to ask you to conduct job audits for some positions but not all? Such as the positions that are less standardized from city to city?

Sure. Ultimately, it is the job description serving as the control instrument to establish the internal equity outcome.

- If we ask you to do job audits for some positions but not all, can I correctly assume you would charge \$150 per audit plus the 5% overhead?

That would be correct.

I am hoping you can take a few minutes to answer either this email or give me a phone call to answer. Call either my direct line, 801-677-6094 or my cell phone, 801-660-9718.

Thanks.

Steve Thacker
Centerville City Manager

CENTERVILLE

Staff Backup Report

8/7/2018

Item No. 5.

Short Title: Discuss Whether to Study Feasibility of 2nd Cemetery

Initiated By: City Manager

Scheduled Time: 8:00

SUBJECT

RECOMMENDATION

Discuss whether to proceed with a feasibility analysis of developing a second cemetery. If Council desires to proceed with a study, give any pertinent direction that may affect the nature and scope of that study. Council should also determine if they want staff to study the feasibility of constructing columbariums in the existing cemetery for cremated remains.

BACKGROUND

Over the past two years staff have studied options for increasing the number of burial spaces in the existing cemetery. The only ideas implemented to date are a "buy-back" program for unused burial rights, and an incremental analysis of where new burial spaces can be created between existing burial spaces. The analysis of opening up more spaces on the west slope was strongly resisted by neighbors and also was questionable in the cost-benefit analysis. The Council has also concluded that developing a cemetery on the foothills property owned by the City, or converting a portion of Island View Park to cemetery use--are not desirable options.

CENTERVILLE

Staff Backup Report

8/7/2018

Item No. 6

Short Title: Financial Report for Period Ending June 30, 2018

Initiated By: Marcus Arbuckle, CPA Adviser

Scheduled Time: 8:15

SUBJECT

RECOMMENDATION

Allow the City's CPA Adviser, Marcus Arbuckle, to summarize and answer questions about the financial report for the 12-month period ending June 30, 2018.

BACKGROUND

The financial report is attached. Although it is for the 12-month period ending June 30, 2018, it is not the final report for FY2018. A "13th Month" report will be prepared at the end of August to include any revenue accruals and accounts payables that apply to FY2018 but are not included in the current report.

ATTACHMENTS:

Description

- ▣ June 30, 2018 Unaudited Financial Report

Centerville City Corporation

FINANCIAL REPORT

As of June 30, 2018

	Contents	Page Number
1.	Cash Position	1
2.	Financial Summary	3
3.	Financial Statements Detail	8

Centerville City Corporation
Cash Position by Fund and in Total

Funds

Month	Debit										St Treas						
	General	RDA	MBA	Rec	RAP	Cemetery	Service	Park	Transp	UTOPIA	Water	Sanitation	Drainage	Telecom	Whitaker	Total	Int. Rate
Jun-18	\$ 1,192,553	\$ 647,206	\$ 1,207	\$ 12,795	\$ 143,945	\$ 53,986	\$ 1	\$ 443,912	\$ 1,462,518	\$ 4	\$ 296,814	\$ 12,884	\$ 1,420,928	\$ 249	\$ 32,228	\$ 5,721,229	2.5007%
May-18	\$ 1,190,522	\$ 656,083	\$ 1,207	\$ 73,229	\$ 115,186	\$ 74,007	\$ 2,501	-	\$ 1,424,786	\$ 561	\$ 301,179	\$ 4,532	\$ 1,359,907	\$ 24,160	\$ 36,298	\$ 5,264,159	2.3517%
Apr-18	\$ 1,241,484	\$ 767,699	\$ 1,207	\$ 19,843	\$ 201,890	\$ 71,331	\$ 2,501	-	\$ 1,248,478	\$ 510	\$ 257,756	\$ 2,744	\$ 1,342,078	\$ 3,730	\$ 44,417	\$ 5,205,666	2.2008%
Mar-18	\$ 1,362,760	\$ 1,505,058	\$ 1,207	\$ 26,897	\$ 260,863	\$ 70,162	-	-	\$ 1,272,497	\$ 459	\$ 286,426	-	\$ 1,259,876	\$ 23,702	\$ 52,841	\$ 6,122,750	2.0302%
Feb-18	\$ 1,632,559	\$ 148,527	\$ 1,207	\$ 15,020	\$ 174,985	\$ 61,896	-	-	\$ 1,119,138	\$ 409	\$ 188,448	-	\$ 1,174,637	\$ 1,552	\$ 50,033	\$ 4,568,411	1.8649%
Jan-18	\$ 1,372,438	\$ 203,627	\$ 1,207	\$ 15,843	\$ 233,793	\$ 59,441	-	-	\$ 1,079,001	\$ 358	\$ 129,970	-	\$ 1,131,819	\$ 762	\$ 21,774	\$ 4,250,033	1.7291%
Dec-17	\$ 1,547,521	\$ 228,147	\$ 1,207	\$ 15,687	\$ 253,228	\$ 55,585	-	-	\$ 970,829	\$ 308	\$ 47,772	-	\$ 1,056,840	\$ 5,518	\$ 20,281	\$ 4,202,923	1.6340%
Nov-17	\$ 673,740	\$ 254,614	\$ 1,207	\$ 18,657	\$ 231,405	\$ 52,303	-	-	\$ 654,171	\$ 257	-	-	\$ 876,972	-	\$ 20,508	\$ 2,783,835	1.6053%
Oct-17	\$ 674,620	\$ 298,612	\$ 1,207	\$ 11,853	\$ 341,474	\$ 52,253	-	-	\$ 1,021,224	\$ 206	\$ 80,377	-	\$ 892,909	\$ 14,399	\$ 26,272	\$ 3,415,408	1.5621%
Sep-17	\$ 666,083	\$ 358,340	\$ 1,207	\$ 13,689	\$ 308,928	\$ 52,002	-	-	\$ 953,643	\$ 156	-	-	\$ 791,934	\$ 27,244	\$ 1,344	\$ 3,174,571	1.5281%
Aug-17	\$ 920,796	\$ 391,937	\$ 1,207	\$ 13,876	\$ 403,608	\$ 48,955	-	-	\$ 944,901	\$ 105	-	-	\$ 743,181	\$ 2,366	\$ 3,947	\$ 3,481,338	1.4782%
Jul-17	\$ 893,804	\$ 442,911	\$ 1,207	\$ 22,979	\$ 336,756	\$ 46,907	-	\$ 85,590	\$ 771,665	\$ (39,348)	\$ 198,599	\$ 8,114	\$ 787,857	\$ 20,402	\$ 19,978	\$ 3,597,421	1.4084%
Jun-17	\$ 886,257	\$ 450,288	\$ 1,207	\$ 72,150	\$ 334,484	\$ 46,892	-	\$ 232,701	\$ 798,617	\$ 3	\$ 154,955	-	\$ 793,750	\$ 1,551	\$ 32,906	\$ 3,805,761	1.3431%
May-17	\$ 915,883	\$ 675,750	\$ 1,207	\$ 116,380	\$ 327,542	\$ 81,011	\$ 2,500	\$ 247,542	\$ 760,622	\$ 39,354	\$ 652,275	-	-	\$ 30,840	\$ 37,346	\$ 3,888,252	1.2858%
Apr-17	\$ 324,722	\$ 568,815	\$ 1,207	\$ 76,648	\$ 297,535	\$ 37,700	\$ 2,500	\$ 329,810	\$ 634,761	\$ 77,933	\$ 446,697	\$ 30,467	\$ 245,639	\$ 36,793	\$ 38,974	\$ 3,150,201	1.2651%

Centerville City Corporation
Cash Position by Fund and in Total
As of June 30, 2018

	Cash	Restricted Cash				Gun Range Deposit	(Due To) Due From
		Cash/Bonds Deposits	TRF	DUI Funds	Impact Fees		
GENERAL FUND	\$1,192,553	\$ 713,870		\$ 12,428		\$ 3,200	\$ 141,598
RDA	\$ 647,206		\$ 420,390				\$ (116,929)
MBA	\$ 1,207						
RECREATION	\$ 12,795						
RAP TAX	\$ 143,945						\$ 349,326
UTOPIA PROJECT FUND	\$ 4						
WATER FUND	\$ 296,814	\$ 296,814					\$ (24,669)
SANITATION FUND	\$ 12,884						
DEBT SERVICE	\$ 1						
CEMETERY (\$37,700 Perm Restricted)	\$ 53,986						
DRAINAGE UTILITY	\$1,420,928				\$142,021		
TELECOM FUND	\$ 249						
WHITAKER TRUST FUND	\$ 32,228						
PARK (Impact Fee)	\$ 443,912						\$ (349,326)
TRANSPORTATION (Class C & Prop 1)	\$1,462,518						
TOTAL	\$5,721,229	\$1,010,684	\$ 420,390	\$ 12,428	\$142,021	\$ 3,200	\$ -

Centerville City Corporation Financial Summary
For the Month Ended June 30, 2018
(No Assurance Provided)

100% of the Fiscal Year has Elapsed

GENERAL FUND		June Actual	Year-to-Date Actual	Current Budget	Remaining Budget	Percentage of Budget Used	Page	Comments?
Line								
	Revenues:							
1	Taxes:	\$ 439,612	\$ 6,747,242	\$ 6,595,071	\$ (152,171)	102%	12	
2	Property Taxes	22,198	1,554,303	1,384,571	(169,732)	112%	12	
3	Fee In Lieu of Taxes	9,299	101,933	90,000	(11,933)	113%	12	
4	Property Taxes - Due	1,573	(1,494)	30,000	31,494	-5%	12	
5	Sales Tax - General	302,510	3,983,515	3,957,500	(26,015)	101%	12	
6	Franchise Tax - Power	40,721	578,681	605,000	26,319	96%	12	
7	Franchise Tax - Natural Gas	50,900	281,367	273,000	(8,367)	103%	12	
8	Franchise Tax - Telecomm	12,412	156,016	165,000	8,984	95%	12	
9	Franchise Tax - CATV	-	92,919	90,000	(2,919)	103%	12	
10	Licenses and Permits	15,995	251,569	320,680	69,111	78%	12	
11	Intergovernmental	10,000	58,806	47,650	(11,156)	123%	12	
12	Charges for Services	94,203	1,001,615	1,020,490	18,875	98%	13	
13	Fines and Forfeitures	16,061	473,817	450,000	(23,817)	105%	13	
14	Miscellaneous	6,228	30,889	52,150	21,261	59%	13	
15	Non-Operating Revenue	4,485	21,470	12,425	(9,045)		13	
16	Transfers In	25,600	25,600	26,800	1,200	96%	14	
17	Total Revenues	\$ 612,185	\$ 8,611,008	\$ 8,525,266	\$ (85,742)	101%	14	
	Expenditures:							
18	Legislative	\$ 6,736	\$ 70,498	\$ 79,354	\$ 8,856	89%	15	
19	Judicial	8,433	174,098	215,113	41,015	81%	15	
20	Executive	40,578	426,704	444,817	18,113	96%	16	
21	Attorney	17,064	160,349	163,351	3,002	98%	17	
22	Finance	27,994	402,820	414,552	11,732	97%	18	
23	Attorney Services	5,975	30,312	33,200	2,888	91%	18	
24	Emergency Management	1,854	6,651	8,576	1,925	78%	19	
25	Fire Services	71,950	852,724	852,724	-	100%	19	
26	Elections	-	7,378	7,378	(0)	100%	19	
27	Youth Council	263	7,473	7,000	(473)	107%	19	
28	Police	204,340	2,516,483	2,578,281	61,798	98%	21	
29	Liquor Law Enforcement	53	21,169	19,000	(2,169)	111%	21	
30	School Crossing Program	2,768	54,548	62,050	7,502	88%	21	
31	K-9	-	898	2,250	1,352	40%	21	
32	D.A.R.E. Program	9,140	95,730	100,623	4,893	95%	21	
33	Animal Control	17,197	32,548	32,550	2	100%	22	
34	Public Works Administration	35,100	301,344	292,423	(8,921)	103%	22	
35	Streets	77,987	654,738	722,444	67,706	91%	23	
36	GIS Department	8,347	98,253	102,410	4,157	96%	24	
37	Engineering	20,065	113,352	113,000	(352)	100%	24	
38	Parks	128,067	768,152	767,402	(750)	100%	25	
39	Parks and Recreation Committee	138	3,745	3,600	(145)	104%	25	
40	Trails Committee	82	413	1,100	687	38%	26	
41	Community Events	18,610	23,377	23,650	273	99%	26	
42	Parks and Recreation Facility	533	21,649	22,510	861	96%	26	
43	General Gov. Buildings - Maint. Facility	7,357	61,778	63,565	1,787	97%	26	
44	General Gov. Buildings - New City Hall	20,903	136,226	148,485	12,259	92%	27	
45	Public Works Storage Facility	24	4,792	8,048	3,256	60%	27	
46	Community Development	18,906	272,765	284,800	12,035	96%	28	
47	Planning Commission	751	7,373	11,400	4,027	65%	28	
48	Board of Adjustment	-	-	450	450	0%	28	
49	Landmarks Commission	72	3,073	7,800	4,727	39%	28	
50	Building Inspection	12,349	71,912	80,600	8,688	89%	29	
51	Transfers Out	75,294	748,215	851,330	103,115	88%	29	
52	Total Expenditures	\$ 838,928	\$ 8,151,540	\$ 8,525,836	\$ 374,296	96%	29	
53	Net Revenue Over/(Under) Expenditures	\$ (226,743)	\$ 459,468	\$ (570)	\$ (460,038)		29	

Centerville City Corporation Financial Summary
For the Month Ended June 30, 2018
(No Assurance Provided)

100% of the Fiscal Year has Elapsed

REDEVELOPMENT AGENCY FUND							
	<u>June Actual</u>	<u>Year-to-Date Actual</u>	<u>Current Budget</u>	<u>Remaining Budget</u>	<u>Percentage of Budget Used</u>		
Revenues:							
1 Tax Revenue	\$ -	\$ 1,372,395	\$ 1,493,461	\$ 121,066	92%		31
2 UDOT Reimbursement	-	-	100,000	93,722	0%		31
3 Miscellaneous Income	932	6,279	-	-			31
4 Lease Payment	1,295	88,490	77,400	(11,090)	114%		31
5 Total Revenues	<u>\$ 2,227</u>	<u>\$ 1,467,164</u>	<u>\$ 1,670,861</u>	<u>\$ 203,697</u>	<u>88%</u>		<u>31</u>
Expenditures:							
6 Expenditures	\$ 25,603	\$ 484,848	\$ 741,364	\$ 256,516	65%		32
7 Imp. Proj.	-	33,405	45,000	11,595	74%		32
8 Transfer to Other Fund	3,101	884,497	884,497	(0)	100%		32
9 Total Expenditures	<u>\$ 28,705</u>	<u>\$ 1,402,750</u>	<u>\$ 1,670,861</u>	<u>\$ 268,111</u>	<u>84%</u>		<u>32</u>
10 Net Revenue Over (Under) Expenditures	<u>\$ (26,478)</u>	<u>\$ 64,414</u>	<u>\$ -</u>	<u>\$ (64,414)</u>			<u>32</u>
RECREATION FUND							
	<u>June Actual</u>	<u>Year-to-Date Actual</u>	<u>Current Budget</u>	<u>Remaining Budget</u>	<u>Percentage of Budget Used</u>		
Revenues:							
1 Charges for Services	\$ 5,806	\$ 120,138	\$ 146,120	\$ 25,983	82%		35
2 Miscellaneous	5,869	20,316	20,000	(316)	102%		35
3 Donations	-	1,915	1,915	(0)			35
4 Contributions & Transfers	833	10,000	10,000	0	100%		35
5 Total Revenues	<u>\$ 12,509</u>	<u>\$ 152,369</u>	<u>\$ 178,035</u>	<u>\$ 25,666</u>	<u>86%</u>		<u>35</u>
Expenditures:							
6 Summer Recreation	\$ 32,619	\$ 117,287	\$ 109,270	\$ (8,017)	107%		36
7 Off Season Recreation	-	9,519	19,500	9,981	49%		36
8 Youth Baseball/Softball	37,667	56,664	59,950	3,286	95%		36
9 Concessions	10,565	26,992	20,000	(6,992)	135%		37
10 Total Expenditures	<u>\$ 80,852</u>	<u>\$ 210,462</u>	<u>\$ 208,720</u>	<u>\$ (1,742)</u>	<u>101%</u>		<u>37</u>
11 Net Revenue Over (Under) Expenditures	<u>\$ (68,344)</u>	<u>\$ (58,093)</u>	<u>\$ (30,685)</u>	<u>\$ 27,408</u>			<u>37</u>
RAP TAX FUND							
	<u>June Actual</u>	<u>Year-to-Date Actual</u>	<u>Current Budget</u>	<u>Remaining Budget</u>	<u>Percentage of Budget Used</u>		
Revenues:							
1 RAP Tax	\$ 29,268	\$ 389,872	\$ 390,000	\$ 128	100%		39
2 Miscellaneous	954	7,851	-	(7,851)			39
3 Total Revenues	<u>\$ 30,222</u>	<u>\$ 397,723</u>	<u>\$ 390,000</u>	<u>\$ (7,273)</u>	<u>102%</u>		<u>39</u>
Expenditures:							
4 Transfers and Grants	\$ 6,090	\$ 243,301	\$ 390,000	\$ 146,699	62%		40
5 Total Expenditures	<u>\$ 6,090</u>	<u>\$ 243,301</u>	<u>\$ 390,000</u>	<u>\$ 146,699</u>	<u>62%</u>		<u>40</u>
6 Net Revenue Over (Under) Expenditures	<u>\$ 24,132</u>	<u>\$ 154,423</u>	<u>\$ -</u>	<u>\$ (154,423)</u>			<u>40</u>
CEMETERY PERPETUAL CARE FUND							
	<u>June Actual</u>	<u>Year-to-Date Actual</u>	<u>Current Budget</u>	<u>Remaining Budget</u>	<u>Percentage of Budget Used</u>		
Revenues:							
1 Charges for Services	\$ 5,500	\$ 32,000	\$ 33,500	\$ 1,500	96%		42
2 Miscellaneous Revenue	79	694	-	(694)			42
3 Total Revenues	<u>\$ 5,579</u>	<u>\$ 32,694</u>	<u>\$ 33,500</u>	<u>\$ 806</u>	<u>98%</u>		<u>42</u>
Expenditures							
4 Transfers to Other Funds	\$ 25,600	\$ 25,600	\$ 26,800	\$ 1,200	96%		43
5 Total Expenditures	<u>\$ 25,600</u>	<u>\$ 25,600</u>	<u>\$ 26,800</u>	<u>\$ 1,200</u>	<u>96%</u>		<u>43</u>
6 Net Revenue Over (Under) Expenditures	<u>\$ (20,021)</u>	<u>\$ 7,094</u>	<u>\$ 6,700</u>	<u>\$ (394)</u>			<u>43</u>

Centerville City Corporation Financial Summary
For the Month Ended June 30, 2018
(No Assurance Provided)

100% of the Fiscal Year has Elapsed

DEBT SERVICE FUND

	<u>June Actual</u>	<u>Year-to-Date Actual</u>	<u>Current Budget</u>	<u>Remaining Budget</u>	<u>Percentage of Budget Used</u>	
Revenues:						
1 Contributions & Transfers	\$ -	\$ 590,688	\$ 590,688	\$ -	100%	45
2 Total Revenues	\$ -	\$ 590,688	\$ 590,688	\$ -	100%	45
Expenditures:						
3 Expenditures	\$ 2,500	\$ 590,688	\$ 590,688	\$ 1	100%	46
4 Total Expenditures	\$ 2,500	\$ 590,688	\$ 590,688	\$ 1	100%	46
5 Net Revenue Over (Under) Expenditures	\$ (2,500)	\$ 1	\$ -	\$ (1)		46

CAPITAL PROJ. FUND - PARK IMP. FUND

	<u>June Actual</u>	<u>Year-to-Date Actual</u>	<u>Current Budget</u>	<u>Remaining Budget</u>	<u>Percentage of Budget Used</u>	
Revenues:						
1 Impact Fees	\$ 2,869	\$ 45,200	\$ 50,000	\$ 4,800	90%	48
2 Transfer in - RDA	-	100,000	100,000	-	100%	48
3 Transfer in - RAP	-	114,338	114,338	-	100%	48
4 Rec District Lease	500,000	500,000	500,000	-	100%	48
5 Miscellaneous Revenue	-	767	-	(767)		48
6 Park Development	-	50,000	-	(50,000)		48
7 Contributions & Transfers	-	-	245,012	245,012	0%	48
8 Total Revenues	\$ 502,869	\$ 810,305	\$ 1,009,350	\$ 199,045	80%	48
Expenditures:						
9 Expenditures	\$ 343,936	\$ 1,000,700	\$ 1,059,350	\$ 58,650	94%	49
10 Total Expenditures	\$ 343,936	\$ 1,000,700	\$ 1,059,350	\$ 58,650	94%	49
11 Net Revenue Over (Under) Expenditures	\$ 158,933	\$ (190,395)	\$ (50,000)	\$ 140,395		49

TRANSPORTATION FUND

	<u>June Actual</u>	<u>Year-to-Date Actual</u>	<u>Current Budget</u>	<u>Remaining Budget</u>	<u>Percentage of Budget Used</u>	
Revenues:						
1 Taxes	\$ 24,279	\$ 318,607	\$ 315,000	\$ (3,607)	101%	51
2 Class C Roads	-	616,132	650,000	33,868	95%	51
3 Grants	-	-	-	-		51
4 Transfers	34,633	415,592	415,592	(0)	100%	51
5 Miscellaneous	2,064	13,995	1,000	(12,995)		51
6 Contributions	-	49,733	49,733	0	100%	51
7 Total Revenues	\$ 60,976	\$ 1,414,059	\$ 1,431,325	\$ 17,266	99%	51
Expenditures:						
8 Capital Proj.	\$ 25,120	\$ 164,343	\$ 1,431,325	\$ 1,266,982	11%	52
9 Annual Proj.	89,768	663,006	-	(663,006)		52
10 Total Expenditures	\$ 114,888	\$ 827,349	\$ 1,431,325	\$ 603,976	58%	52
11 Net Revenue Over (Under) Expenditures	\$ (53,913)	\$ 586,710	\$ -	\$ (586,710)		52

CAPITAL PROJ. FUND - UTOPIA

	<u>June Actual</u>	<u>Year-to-Date Actual</u>	<u>Current Budget</u>	<u>Remaining Budget</u>	<u>Percentage of Budget Used</u>	
Revenues:						
1 Transfers	\$ 39,581	\$ 473,000	\$ 472,819	\$ (181)	100%	54
2 Total Revenues	\$ 39,581	\$ 473,000	\$ 472,819	\$ (181)	100%	54
Expenditures:						
3 Expenditures	\$ 40,138	\$ 472,999	\$ 472,819	\$ (180)	100%	55
4 Total Expenditures	\$ 40,138	\$ 472,999	\$ 472,819	\$ (180)	100%	55
5 Net Revenue Over (Under) Expenditures	\$ (557)	\$ 1	\$ -	\$ (1)		55

Centerville City Corporation Financial Summary
For the Month Ended June 30, 2018
(No Assurance Provided)

100% of the Fiscal Year has Elapsed

WATER FUND		June Actual	Year-to-Date Actual	Current Budget	Remaining Budget	Percentage of Budget Used	
Revenues:							
1	Charges for Services	\$ 11,423	\$ 343,471	\$ 59,000	\$ (284,471)		58
2	Impact Fees	17,230	100,058	75,000	(25,058)	133%	58
3	Miscellaneous	254	1,889	-	(1,889)		58
4	Operating Revenue	332,264	2,669,385	2,430,500	(238,885)	110%	58
5	Non-Operating Revenue	-	13,558	-	(13,558)		58
6	Total Revenues	<u>\$ 361,171</u>	<u>\$ 3,128,361</u>	<u>\$ 2,564,500</u>	<u>\$ (563,861)</u>	<u>122%</u>	<u>58</u>
Expenditures:							
7	Expenditures	\$ 174,512	\$ 1,958,995	\$ 2,006,840	\$ 47,845	98%	60
8	Capital Equipment/Proj.	18,949	213,335	867,650	654,315	25%	60
9	Water Capital Imp. Proj	-	95,449	-	(95,449)		60
10	Water Line Proj.	370	6,137	-	(6,137)		60
11	Water Projects	-	98,452	-	(98,452)		60
12	Subdivision Waterline Proj.	1,563	110,459	-	(110,459)		60
13	Total Expenditures	<u>\$ 195,393</u>	<u>\$ 2,482,827</u>	<u>\$ 2,874,490</u>	<u>\$ 391,663</u>	<u>86%</u>	<u>61</u>
14	Net Revenue Over (Under) Expenditures	<u>\$ 165,778</u>	<u>\$ 645,534</u>	<u>\$ (309,990)</u>	<u>\$ (955,524)</u>		<u>61</u>
SANITATION FUND							
Revenues:							
1	Miscellaneous	\$ 9	\$ 598	\$ 1,000	\$ 402	60%	63
2	Operating Revenue	83,112	1,004,838	992,750	(12,088)	101%	63
3	Total Revenues	<u>\$ 83,121</u>	<u>\$ 1,005,436</u>	<u>\$ 993,750</u>	<u>\$ (11,686)</u>	<u>101%</u>	<u>63</u>
Expenditures:							
4	Expenditures	\$ 79,461	\$ 938,757	\$ 960,250	\$ 21,493	98%	64
5	Total Expenditures	<u>\$ 79,461</u>	<u>\$ 938,757</u>	<u>\$ 960,250</u>	<u>\$ 21,493</u>	<u>98%</u>	<u>64</u>
6	Net Revenue Over (Under) Expenditures	<u>\$ 3,660</u>	<u>\$ 66,679</u>	<u>\$ 33,500</u>	<u>\$ (33,179)</u>		<u>64</u>
DRAINAGE UTILITY FUND							
Revenues:							
1	Impact Fees	\$ -	\$ 85,041	\$ 90,000	\$ 4,959	94%	66
2	Miscellaneous	1,916	14,185	3,802	(10,383)		66
3	Operating Revenue	101,027	1,258,271	1,245,000	(13,271)	101%	66
4	Total Revenues	<u>\$ 102,943</u>	<u>\$ 1,357,497</u>	<u>\$ 1,338,802</u>	<u>\$ (18,695)</u>	<u>101%</u>	<u>66</u>
Expenditures:							
5	Expenditures	\$ 140,631	\$ 783,746	\$ 1,331,500	\$ 547,754	59%	67
6	Drainage Improvement Projects	34,368	67,327	-	(67,327)		67
7	Total Expenditures	<u>\$ 174,999</u>	<u>\$ 851,072</u>	<u>\$ 1,331,500</u>	<u>\$ 480,428</u>	<u>64%</u>	<u>67</u>
8	Net Revenue Over (Under) Expenditures	<u>\$ (72,056)</u>	<u>\$ 506,424</u>	<u>\$ 7,302</u>	<u>\$ (499,122)</u>		<u>68</u>
TELECOM FUND							
Revenues:							
1	Charges for Services	\$ 27,944	\$ 270,561	\$ 240,000	\$ (30,561)	113%	70
2	Total Revenues	<u>\$ 27,944</u>	<u>\$ 270,561</u>	<u>\$ 240,000</u>	<u>\$ (30,561)</u>	<u>113%</u>	<u>70</u>
Expenditures:							
3	Professional Services	\$ 52,967	\$ 267,175	\$ 249,000	\$ (18,175)	107%	71
4	Total Expenditures	<u>\$ 52,967</u>	<u>\$ 267,175</u>	<u>\$ 249,000</u>	<u>\$ (18,175)</u>	<u>107%</u>	<u>71</u>
5	Net Revenue Over (Under) Expenditures	<u>\$ (25,023)</u>	<u>\$ 3,386</u>	<u>\$ (9,000)</u>	<u>\$ (12,386)</u>		<u>71</u>

Centerville City Corporation Financial Summary
For the Month Ended June 30, 2018
 (No Assurance Provided)

100% of the Fiscal Year has Elapsed

WHITAKER TRUST FUND

	<u>June Actual</u>	<u>Year-to-Date Actual</u>	<u>Current Budget</u>	<u>Remaining Budget</u>	<u>Percentage of Budget Used</u>	
Revenues:						
1 Contributions & Grants	\$ -	\$ 8,565	\$ 8,565	\$ 0	100%	73
2 Charges for Services	(595)	35	-	(35)		73
3 Miscellaneous Revenue	36	6,254	6,000	(254)	104%	73
4 Contributions & Transfers	4,645	90,268	94,703	4,435	95%	73
5 Total Revenues	<u>\$ 4,086</u>	<u>\$ 105,122</u>	<u>\$ 109,268</u>	<u>\$ 4,146</u>	<u>96%</u>	<u>73</u>
Expenditures:						
6 Expenditures	\$ 9,453	\$ 98,225	\$ 109,268	\$ 11,043	90%	74
7 Total Expenditures	<u>\$ 9,453</u>	<u>\$ 98,225</u>	<u>\$ 109,268</u>	<u>\$ 11,043</u>	<u>90%</u>	<u>74</u>
8 Net Revenue Over (Under) Expenditures	<u>\$ (5,367)</u>	<u>\$ 6,897</u>	<u>\$ -</u>	<u>\$ (6,897)</u>		<u>74</u>

CENTERVILLE CITY CORPORATION
COMBINED CASH INVESTMENT
JUNE 30, 2018

COMBINED CASH ACCOUNTS

01-11110000	CASH - CHECKING	329,879.41
01-11310000	PETTY CASH - GENERAL CITY	200.00
01-11510000	PTIF - INVESTMENT ACCOUNT	3,796,536.09
01-11530000	PTIF-RAP TAX	922,203.78
01-11550000	PTIF-DCPA RES ACCT	633,963.74
01-11570000	PTIF-CEMETERY PERPETUAL CARE	38,446.09
	TOTAL COMBINED CASH	5,721,229.11
01-11100000	ALLOCATIONS DUE TO OTHER FUNDS	(5,721,229.11)

	TOTAL UNALLOCATED CASH	.00
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CASH ALLOCATION RECONCILIATION

10	ALLOCATION TO GENERAL FUND	1,192,553.36
20	ALLOCATION TO REDEVELOPMENT AGENCY FUND	647,206.39
23	ALLOCATION TO MUNICIPAL BUILDING AUTHORITY	1,207.46
25	ALLOCATION TO RECREATION	12,794.87
27	ALLOCATION TO RAP TAX	143,944.51
30	ALLOCATION TO CEMETERY PERPETUAL CARE	53,986.09
35	ALLOCATION TO 2009 SALES TAX - DEBT SERVICE	.50
45	ALLOCATION TO PARK FUND	443,911.67
48	ALLOCATION TO TRANSPORTATION FUND	1,462,517.63
49	ALLOCATION TO UTOPIA PROJECT FUND	3.89
51	ALLOCATION TO WATER FUND	296,814.16
52	ALLOCATION TO SANITATION FUND	12,884.11
53	ALLOCATION TO DRAINAGE UTILITY	1,420,927.93
54	ALLOCATION TO TELECOMMUNICATION FUND	248.97
71	ALLOCATION TO WHITAKER HOME TRUST FUND	32,227.57
	TOTAL ALLOCATIONS TO OTHER FUNDS	5,721,229.11
	ALLOCATION FROM COMBINED CASH FUND - 01-11100000	(5,721,229.11)
	ZERO PROOF IF ALLOCATIONS BALANCE	.00

CENTERVILLE CITY CORPORATION

BALANCE SHEET

JUNE 30, 2018

GENERAL FUND

ASSETS

10-11100000	CASH - COMBINED FUND	1,192,553.36	
10-11210000	CASH-ZIONS ACCOUNT	12,018.01	
10-11310000	CASH - OVER & SHORTS	24.62	
10-11320000	DRUG/ALCOHOL INFORMANT ACCOUNT	200.00	
10-11330000	CASH REGISTER CHANGE FUND	100.00	
10-11340000	JP COURT CHANGE FUND	185.00	
10-11350000	YOUTH COUNCIL - CHECKING	5,003.64	
10-11360000	CASH - CONCESSIONAIRE CHANGE	150.00	
10-11370000	CASH - PUBLIC WORKS	100.00	
10-11900000	ACCOUNTS RECEIVABLE AR	3,924.77	
10-13110000	ACCOUNTS RECEIVABLE ST LIGHT	395.65	
10-13170000	ACCOUNTS RECEIVABLE - OTHER	822,313.54	
10-13180000	ACCOUNTS RECIEVABLE-PROP TAXES	1,384,571.00	
10-13190000	ACCOUNTS RECEIVABLE-UTOPIA PLE	277,222.00	
10-13200000	ALLOWANCE FOR BAD DEBT	(2,500.00)	
10-14210000	DUE FROM OTHER FUNDS	141,598.35	
	TOTAL ASSETS		3,837,859.94

LIABILITIES AND EQUITY

CENTERVILLE CITY CORPORATION

BALANCE SHEET

JUNE 30, 2018

GENERAL FUND

LIABILITIES

10-21310000	ACCOUNTS PAYABLE	138,158.69
10-21510000	DOG LICENSES PAYABLE	36.00
10-22200000	WAGES PAYABLE	112,311.43
10-22210000	FWT PAYABLE	12,678.40
10-22220000	SWT PAYABLE	19,164.15
10-22230000	FICA PAYABLE	24,055.39
10-22300000	401K VOLUNTARY PAYABLE	7,069.12
10-22301000	457 VOLUNTARY CONTRIB/PAYABLE	2,319.28
10-22302000	MPP VOLUNTARY/PAYABLE	1,859.87
10-22303000	ROTH - IRA	640.00
10-22320000	RETIREMENT PAYABLE	56,054.68
10-22330000	CEMETERY EMPLOYEE DEDUCTABLE	5,180.00
10-22360000	FRATERNAL ORDER OF POLICE/PYBL	892.50
10-22390000	EMPLOYEE MED INS PREMIUM	(6,318.83)
10-22391000	EDUCATORS/DENTAL INSURANCE	4,795.08
10-22392000	STANDARD INSURANCE/TERM LIFE	(166.83)
10-22400000	AFLAC PAYABLE	194.61
10-22410000	GARNISHMENT	21.79
10-22420000	EMPLOYEES ASSOCIATION DUES	110.36
10-22430000	EMPLOYEE LEGAL SERVICES	12.76
10-22440000	FLEX/HSA ACCOUNT CONTRIBUTIONS	(10,873.64)
10-22450000	LONG TERM DISABILITY	7,708.58
10-22460000	WORKERS COMPENSATION PAYABLE	21,960.00
10-22480000	FIRE SERVICE IMPACT FEE	3,220.00
10-23130000	CONSTRUCTION DEPOSIT	38,205.99
10-23131400	CASH BOND - KARA FADEL BURNETT	563.00
10-23131450	CASH BOND-LEGACY XING STORAGE	336,600.00
10-23131460	CASH BOND-COTTAGE ON THE CRNR	21,550.00
10-23131560	CASH BOND - JOLLEY PROPERTY	866.00
10-23131580	CASH BOND - DALE ENGBERSON-MIL	4,150.00
10-23131590	CASH BOND - DALE ENGBERSON	5,361.20
10-23131610	CASH BOND-MAVERICK	5,667.00
10-23131630	CASH BOND-ENSIGN CONST & DEV	997.50
10-23132050	CASH BOND-OAKWOOD HOMES ONE	52,614.00
10-23132150	CASH BOND-OAKWOOD HOMES TWO	76,613.20
10-23132200	CASH BOND-BARTILE	3,000.00
10-23132460	CASH BOND-BRIGHTON DEV THE COV	9,600.00
10-23132465	CASH BOND-BRIGHTON HOMES	3,000.00
10-23132480	CASH BOND - JAMES C ROHLETTTER	9,875.00
10-23132680	CASH BOND-WILLIAM DAVIES	12,000.00
10-23132690	CASH BOND - LONESTAR BUILDERS	33,840.00
10-23132710	CASH BOND - SYMPHONY OFFICE BD	4,500.00
10-23132720	CASH BOND - MOSS ACRES	49,560.00
10-23150000	POLICE EVIDENCE ACCOUNT	29,265.08
10-23151000	COURT - BAIL	14,041.77
10-23152000	EXCAVATION PERMIT BONDS	2,000.00
10-23300000	DEFERRED REVENUE- PROPERTY TAX	1,384,571.00
10-23370000	DEFERRED REVENUE-UTOPIA PLDG	277,222.00
10-24110000	DUE TO OTHER GVT - SALES TAX	1,414.80
TOTAL LIABILITIES		2,778,160.93

FUND EQUITY

CENTERVILLE CITY CORPORATION

BALANCE SHEET

JUNE 30, 2018

GENERAL FUND

10-28500000	RESTRICTED FUND BALANCE		14,484.42	
	UNAPPROPRIATED FUND BALANCE:			
10-29510000	PRIOR UNREST. FUND BALANCE	585,746.59		
	REVENUE OVER EXPENDITURES - YTD	459,468.00		
	BALANCE - CURRENT DATE		1,045,214.59	
	TOTAL FUND EQUITY			1,059,699.01
	TOTAL LIABILITIES AND EQUITY			3,837,859.94

CENTERVILLE CITY CORPORATION
REVENUES WITH COMPARISON TO BUDGET
FOR THE 12 MONTHS ENDING JUNE 30, 2018

GENERAL FUND

		PERIOD ACTUAL	YTD ACTUAL	BUDGET	UNEARNED	PCNT
	<u>TAX REVENUE</u>					
10-31-100000	PROPERTY TAXES	22,197.51	1,554,303.33	1,384,571.00	(169,732.33)	112.3
10-31-120000	FEE IN LIEU OF TAXES	9,299.20	101,933.28	90,000.00	(11,933.28)	113.3
10-31-200000	PROPERTY TAXES - DUE	1,572.50	(1,493.66)	30,000.00	31,493.66	(5.0)
10-31-300000	SALES TAX - GENERAL	302,510.37	3,983,515.48	3,957,500.00	(26,015.48)	100.7
10-31-410000	FRANCHISE TAX - POWER	40,720.62	578,680.85	605,000.00	26,319.15	95.7
10-31-420000	FRANCHISE TAX - NATURAL GAS	50,900.46	281,367.47	273,000.00	(8,367.47)	103.1
10-31-430000	FRANCHISE TAX - TELECOMM.	12,411.77	156,015.71	165,000.00	8,984.29	94.6
10-31-440000	FRANCHISE TAX - CATV	.00	92,919.32	90,000.00	(2,919.32)	103.2
	TOTAL TAX REVENUE	439,612.43	6,747,241.78	6,595,071.00	(152,170.78)	102.3
	<u>LICENSES AND PERMITS</u>					
10-32-100000	BUSINESS LICENSES	586.16	58,390.22	56,000.00	(2,390.22)	104.3
10-32-110000	BUILDING FEES	11,901.68	139,903.92	190,000.00	50,096.08	73.6
10-32-120000	PLAN CHECK FEES	2,787.43	47,023.14	70,000.00	22,976.86	67.2
10-32-130000	ELECTRICAL FEES	140.00	898.00	600.00	(298.00)	149.7
10-32-140000	PLUMBING FEES	280.00	1,286.00	.00	(1,286.00)	.0
10-32-150000	MECHANICAL FEES	140.00	2,546.00	1,000.00	(1,546.00)	254.6
10-32-160000	STATE SURCHARGE FEE	124.62	562.62	800.00	237.38	70.3
10-32-200000	APPROACH FEE (STREET & CURB)	35.00	850.00	2,000.00	1,150.00	42.5
10-32-220000	BICYCLE LICENSES	.00	9.00	280.00	271.00	3.2
10-32-230000	CHICKEN & RABBIT PERMITS	.00	100.00	.00	(100.00)	.0
	TOTAL LICENSES AND PERMITS	15,994.89	251,568.90	320,680.00	69,111.10	78.5
	<u>INTERGOVERNMENTAL REVENUE</u>					
10-33-580000	STATE GRANT/LIQUOR LAW	.00	21,512.40	19,000.00	(2,512.40)	113.2
10-33-610000	SCHOOL RESOURCE OFFICER	.00	17,750.00	17,000.00	(750.00)	104.4
10-33-620000	STATE GRANT - HISTORIC	.00	1,233.00	3,650.00	2,417.00	33.8
10-33-630000	PUBLIC SAFETY GRANTS	10,000.00	18,310.69	8,000.00	(10,310.69)	228.9
	TOTAL INTERGOVERNMENTAL REVENUE	10,000.00	58,806.09	47,650.00	(11,156.09)	123.4

CENTERVILLE CITY CORPORATION
REVENUES WITH COMPARISON TO BUDGET
FOR THE 12 MONTHS ENDING JUNE 30, 2018

GENERAL FUND

	PERIOD ACTUAL	YTD ACTUAL	BUDGET	UNEARNED	PCNT
<u>CHARGES FOR SERVICES</u>					
10-34-120000 SUBDIVISION INSPECTION FEE	.00	23,816.67	25,000.00	1,183.33	95.3
10-34-130000 ZONING & SUBDIVISION FEES	4,850.00	27,209.70	40,000.00	12,790.30	68.0
10-34-140000 BUILDING INSPECTION FEES	115.00	500.00	.00	(500.00)	.0
10-34-150000 SALE OF MAPS & PUBLICATIONS	.00	10.00	100.00	90.00	10.0
10-34-310000 STREET EXCAVATION FEES	255.00	6,105.00	5,000.00	(1,105.00)	122.1
10-34-330000 STREET LIGHTING FEES	345.60	4,171.37	4,140.00	(31.37)	100.8
10-34-730000 PARK RENTAL FEES	795.00	4,815.00	5,800.00	985.00	83.0
10-34-740000 PARK USE AGREEMENTS	410.00	3,212.50	8,000.00	4,787.50	40.2
10-34-810000 CEMETERY LOTS- ABCD	.00	(2,900.00)	.00	2,900.00	.0
10-34-830000 GRAVE OPENING CHARGES	3,000.00	24,830.00	23,000.00	(1,830.00)	108.0
10-34-900000 ADMIN OVERHEAD - WATER FUND	35,416.67	425,000.03	425,000.00	(.03)	100.0
10-34-910000 ADMIN OVERHEAD - SANITATION	7,004.17	84,050.03	84,050.00	(.03)	100.0
10-34-920000 ADMIN OVERHEAD - DRAINAGE FUND	18,333.33	219,999.97	220,000.00	.03	100.0
10-34-940000 ADMIN OVERHEAD - RDA	14,283.33	171,399.97	171,400.00	.03	100.0
10-34-950000 ADMIN OVERHEAD - TELECOMM	9,395.25	9,395.25	9,000.00	(395.25)	104.4
TOTAL CHARGES FOR SERVICES	94,203.35	1,001,615.49	1,020,490.00	18,874.51	98.2
<u>FINES AND FORFEITURES</u>					
10-35-110000 CITY COURT	16,061.49	473,816.68	450,000.00	(23,816.68)	105.3
TOTAL FINES AND FORFEITURES	16,061.49	473,816.68	450,000.00	(23,816.68)	105.3
<u>MISCELLANEOUS REVENUE</u>					
10-36-100000 BANKING/INVEST. INTEREST	2,295.11	14,619.67	15,000.00	380.33	97.5
10-36-230000 BANKING/ZIONS BANK INT INCOME	900.00	2,880.00	1,000.00	(1,880.00)	288.0
10-36-250000 RENTAL CHARGES/COMUNITY CNT	37.50	643.75	500.00	(143.75)	128.8
10-36-270000 SECURITY DEPOSIT/COMMUNITY CTR	575.00	.00	.00	.00	.0
10-36-290000 SALE OF HISTORIC MAPS	.00	5.00	50.00	45.00	10.0
10-36-400000 SALE OF FIXED ASSETS	.00	.00	20,000.00	20,000.00	.0
10-36-800000 WITNESS FEES	37.00	518.00	600.00	82.00	86.3
10-36-840000 SEX OFFENDER REGISTRY FEE	.00	75.00	.00	(75.00)	.0
10-36-900000 SUNDRY REVENUE	2,383.57	12,148.00	15,000.00	2,852.00	81.0
TOTAL MISCELLANEOUS REVENUE	6,228.18	30,889.42	52,150.00	21,260.58	59.2
<u>NON-OPERATING REVENUE</u>					
10-38-440000 CONTRIBUTIONS - DEER CONTROL	.00	(50.00)	.00	50.00	.0
10-38-450000 MISC. CONTRIBUTIONS	(2,515.00)	1,295.00	12,425.00	11,130.00	10.4
10-38-470000 POLICE CONTRIBUTIONS	7,000.00	19,425.00	.00	(19,425.00)	.0
10-38-750000 GUN RANGE DEPOSIT	.00	800.00	.00	(800.00)	.0
TOTAL NON-OPERATING REVENUE	4,485.00	21,470.00	12,425.00	(9,045.00)	172.8

CENTERVILLE CITY CORPORATION
REVENUES WITH COMPARISON TO BUDGET
FOR THE 12 MONTHS ENDING JUNE 30, 2018

GENERAL FUND

		PERIOD ACTUAL	YTD ACTUAL	BUDGET	UNEARNED	PCNT
	<u>CONTRIBUTIONS & TRANSFERS</u>					
10-39-200000	TRANSFER FROM OTHER FUNDS	25,600.00	25,600.00	26,800.00	1,200.00	95.5
	TOTAL CONTRIBUTIONS & TRANSFERS	25,600.00	25,600.00	26,800.00	1,200.00	95.5
	TOTAL FUND REVENUE	612,185.34	8,611,008.36	8,525,266.00	(85,742.36)	101.0

CENTERVILLE CITY CORPORATION
EXPENDITURES WITH COMPARISON TO BUDGET
FOR THE 12 MONTHS ENDING JUNE 30, 2018

GENERAL FUND

		PERIOD ACTUAL	YTD ACTUAL	BUDGET	UNEXPENDED	PCNT
<u>LEGISLATIVE</u>						
10-4111-120.0	WAGES - COUNCIL	3,125.00	38,050.00	37,500.00	(550.00)	101.5
10-4111-130.0	FICA	239.05	3,052.20	2,870.00	(182.20)	106.4
10-4111-135.0	WORKERS COMPENSATION	65.60	836.82	625.00	(211.82)	133.9
10-4111-210.0	ULC&T	.00	10,915.02	10,915.00	(.02)	100.0
10-4111-211.0	CHAMBER OF COMMERCE MEMBERSHIP	.00	575.00	575.00	.00	100.0
10-4111-217.0	CONTRIBUTIONS	.00	500.00	500.00	.00	100.0
10-4111-240.0	OFFICE SUPPLIES	.00	84.42	50.00	(34.42)	168.8
10-4111-310.0	RECORDER SERVICES	656.69	5,780.74	5,000.00	(780.74)	115.6
10-4111-330.0	EDUCATION & TRAINING	.00	1,400.00	4,000.00	2,600.00	35.0
10-4111-480.0	MISC SUPPLIES	.00	283.75	300.00	16.25	94.6
10-4111-481.0	MEETING MEALS	360.78	2,268.69	2,500.00	231.31	90.8
10-4111-510.0	SPECIAL CONTINGENCY	2,288.66	6,676.54	13,019.00	6,342.46	51.3
10-4111-730.0	MITIGATION FUNDS	.00	.00	1,000.00	1,000.00	.0
10-4111-750.0	SPEC PROJ (DEER MITIGATION)	.00	75.00	500.00	425.00	15.0
TOTAL LEGISLATIVE		6,735.78	70,498.18	79,354.00	8,855.82	88.8
<u>JUDICIAL</u>						
10-4120-110.0	SALARY AND WAGES	(3,289.35)	42,840.59	72,668.00	29,827.41	59.0
10-4120-111.0	OVERTIME PAY	188.38	1,477.21	4,000.00	2,522.79	36.9
10-4120-120.0	WAGES - JUDGE	3,435.96	45,603.60	44,405.00	(1,198.60)	102.7
10-4120-122.0	PART TIME - OFFICE	2,898.88	28,124.92	24,618.00	(3,506.92)	114.3
10-4120-130.0	FICA	878.52	7,588.32	10,839.00	3,250.68	70.0
10-4120-131.0	RETIREMENT	2,418.23	22,132.10	26,973.00	4,840.90	82.1
10-4120-132.0	MEDICAL INSURANCE	1,366.29	16,399.48	16,400.00	.52	100.0
10-4120-134.0	LONG TERM DISABILITY	35.16	325.65	850.00	524.35	38.3
10-4120-135.0	WORKERS COMPENSATION	124.47	1,120.93	2,410.00	1,289.07	46.5
10-4120-210.0	BOOKS & SUBSCRIPTIONS	.00	475.61	600.00	124.39	79.3
10-4120-230.0	MILEAGE REIMBURSEMENT	.00	58.86	100.00	41.14	58.9
10-4120-240.0	OFFICE SUPPLIES	.00	713.63	2,000.00	1,286.37	35.7
10-4120-241.0	PRINTING	132.00	614.86	800.00	185.14	76.9
10-4120-242.0	POSTAGE	121.17	1,701.69	2,400.00	698.31	70.9
10-4120-260.0	EQUIP MAINT SUPPLIES	.00	.00	100.00	100.00	.0
10-4120-262.0	COPIER SUPPLIES	.00	219.96	500.00	280.04	44.0
10-4120-311.0	PROFESSIONAL SERVICES	24.50	458.78	900.00	441.22	51.0
10-4120-314.0	COMPUTER SERVICES	.00	.00	500.00	500.00	.0
10-4120-330.0	EDUCATION & TRAINING	.00	1,935.95	1,000.00	(935.95)	193.6
10-4120-350.0	CONTRACT SERVICES - JUDGE	.00	.00	500.00	500.00	.0
10-4120-480.0	MISC SUPPLIES	19.23	202.89	500.00	297.11	40.6
10-4120-621.0	WITNESS FEES	.00	162.50	250.00	87.50	65.0
10-4120-623.0	JURY FEES	.00	300.00	300.00	.00	100.0
10-4120-624.0	INTERPRETOR	79.60	1,640.26	1,500.00	(140.26)	109.4
TOTAL JUDICIAL		8,433.04	174,097.79	215,113.00	41,015.21	80.9

CENTERVILLE CITY CORPORATION
EXPENDITURES WITH COMPARISON TO BUDGET
FOR THE 12 MONTHS ENDING JUNE 30, 2018

GENERAL FUND

	PERIOD ACTUAL	YTD ACTUAL	BUDGET	UNEXPENDED	PCNT
<u>EXECUTIVE</u>					
10-4130-110.0 SALARY AND WAGES	24,185.00	260,907.50	257,967.00	(2,940.50)	101.1
10-4130-111.0 OVERTIME PAY	.00	1,307.31	2,000.00	692.69	65.4
10-4130-120.0 PART TIME WAGES - MAYOR	1,200.00	14,403.90	14,400.00	(3.90)	100.0
10-4130-130.0 FICA	1,590.50	20,677.33	20,911.00	233.67	98.9
10-4130-131.0 RETIREMENT	4,861.11	42,689.35	44,692.00	2,002.65	95.5
10-4130-132.0 MEDICAL INSURANCE	2,386.41	31,640.33	34,875.00	3,234.67	90.7
10-4130-134.0 LONG TERM DISABILITY	120.51	1,123.43	1,538.00	414.57	73.0
10-4130-135.0 WORKERS COMPENSATION	327.28	3,123.03	3,594.00	470.97	86.9
10-4130-141.0 TRANSPORTATION ALLOWANCE	473.86	4,610.98	4,440.00	(170.98)	103.9
10-4130-210.0 BOOKS & SUBSCRIPTIONS	.00	.00	400.00	400.00	.0
10-4130-211.0 MEMBERSHIPS	245.00	1,416.00	2,000.00	584.00	70.8
10-4130-213.0 MUNICIPAL CODE SERVICES	.00	1,500.00	1,500.00	.00	100.0
10-4130-220.0 PUBLIC NOTICES	111.30	1,223.36	500.00	(723.36)	244.7
10-4130-230.0 MILEAGE REIMBURSEMENT	.00	293.37	700.00	406.63	41.9
10-4130-231.0 MAYOR LUNCHEON	51.29	404.70	600.00	195.30	67.5
10-4130-240.0 OFFICE SUPPLIES	.00	688.16	2,200.00	1,511.84	31.3
10-4130-241.0 PRINTING	.00	658.19	700.00	41.81	94.0
10-4130-242.0 POSTAGE	7.13	663.15	1,200.00	536.85	55.3
10-4130-260.0 EQUIP MAINT & SUPPLIES	.00	2,549.00	2,200.00	(349.00)	115.9
10-4130-280.0 TELEPHONE - AIR TIME	59.00	620.50	700.00	79.50	88.6
10-4130-310.0 PROFESSIONAL SERVICES	850.00	2,422.85	4,000.00	1,577.15	60.6
10-4130-330.0 EDUCATION AND TRAINING	504.25	3,949.72	5,500.00	1,550.28	71.8
10-4130-480.0 MISC SUPPLIES	.00	883.61	300.00	(583.61)	294.5
10-4130-481.0 EMPLOYEE - TUITION	.00	2,000.00	4,500.00	2,500.00	44.4
10-4130-482.0 EMPLOYEE - SERVICE	250.47	4,028.99	3,500.00	(528.99)	115.1
10-4130-483.0 EMPLOYEE- DINNER	.00	5,271.13	5,500.00	228.87	95.8
10-4130-484.0 EMPLOYEE - FITNESS BENEFIT	.00	3,760.02	4,400.00	639.98	85.5
10-4130-485.0 NEWSLETTER - POSTAGE	997.78	2,975.43	3,000.00	24.57	99.2
10-4130-486.0 NEWSLETTER - PRINTING	2,356.85	7,271.46	10,500.00	3,228.54	69.3
10-4130-487.0 VOLUNTEER SERVICE RECOGNITION	.00	3,410.66	3,500.00	89.34	97.5
10-4130-740.0 CAPITAL EQUIPMENT	.00	230.68	3,000.00	2,769.32	7.7
TOTAL EXECUTIVE	40,577.74	426,704.14	444,817.00	18,112.86	95.9

CENTERVILLE CITY CORPORATION
EXPENDITURES WITH COMPARISON TO BUDGET
FOR THE 12 MONTHS ENDING JUNE 30, 2018

GENERAL FUND

	PERIOD ACTUAL	YTD ACTUAL	BUDGET	UNEXPENDED	PCNT
<u>ATTORNEY</u>					
10-4135-110.0 SALARY AND WAGES	11,559.12	115,580.65	113,131.00	(2,449.65)	102.2
10-4135-120.0 PART TIME WAGES	.00	951.00	2,000.00	1,049.00	47.6
10-4135-130.0 FICA	678.08	8,821.31	8,655.00	(166.31)	101.9
10-4135-131.0 RETIREMENT	2,178.78	18,691.31	20,895.00	2,203.69	89.5
10-4135-132.0 MEDICAL INSURANCE	504.34	6,052.08	6,052.00	(.08)	100.0
10-4135-134.0 LONG TERM DISABILITY	58.74	537.97	679.00	141.03	79.2
10-4135-135.0 WORKERS COMPENSATION	269.22	2,468.35	2,263.00	(205.35)	109.1
10-4135-210.0 BOOKS & SUBSCRIPTIONS	765.70	4,571.46	5,000.00	428.54	91.4
10-4135-211.0 MEMBERSHIPS	453.60	603.60	700.00	96.40	86.2
10-4135-215.0 FILING FEES & COSTS	.00	5.00	100.00	95.00	5.0
10-4135-230.0 MILEAGE REIMBURSEMENT	100.34	100.34	400.00	299.66	25.1
10-4135-240.0 OFFICE SUPPLIES	66.54	219.33	400.00	180.67	54.8
10-4135-330.0 EDUCATION & TRAINING	349.00	1,597.16	1,700.00	102.84	94.0
10-4135-480.0 MISC SUPPLIES	80.13	149.11	200.00	50.89	74.6
10-4135-650.0 SPEC. PROJECT	.00	.00	1,176.00	1,176.00	.0
 TOTAL ATTORNEY	 17,063.59	 160,348.67	 163,351.00	 3,002.33	 98.2

CENTERVILLE CITY CORPORATION
EXPENDITURES WITH COMPARISON TO BUDGET
FOR THE 12 MONTHS ENDING JUNE 30, 2018

GENERAL FUND

		PERIOD ACTUAL	YTD ACTUAL	BUDGET	UNEXPENDED	PCNT
<u>FINANCE</u>						
10-4140-110.0	SALARY AND WAGES	2,522.70	113,192.87	124,010.00	10,817.13	91.3
10-4140-111.0	OVERTIME PAY	14.81	2,090.67	1,500.00	(590.67)	139.4
10-4140-120.0	PART TIME WAGES	8,771.84	54,278.66	46,000.00	(8,278.66)	118.0
10-4140-130.0	FICA	(433.47)	10,890.23	12,815.00	1,924.77	85.0
10-4140-131.0	RETIREMENT	2,903.34	29,839.79	31,172.00	1,332.21	95.7
10-4140-132.0	MEDICAL INSURANCE	1,523.37	19,626.02	18,220.00	(1,406.02)	107.7
10-4140-134.0	LONG TERM DISABILITY	67.61	594.93	905.00	310.07	65.7
10-4140-135.0	WORKERS COMPENSATION	36.53	306.62	730.00	423.38	42.0
10-4140-210.0	BOOKS & SUBSCRIPTIONS	.00	.00	150.00	150.00	.0
10-4140-211.0	MEMBERSHIPS	456.44	796.44	900.00	103.56	88.5
10-4140-230.0	MILEAGE REIMBURSEMENT	218.12	459.30	500.00	40.70	91.9
10-4140-240.0	OFFICE SUPPLIES	234.44	3,511.36	3,500.00	(11.36)	100.3
10-4140-241.0	PRINTING	.00	2,399.54	1,800.00	(599.54)	133.3
10-4140-242.0	POSTAGE	455.13	2,236.05	2,000.00	(236.05)	111.8
10-4140-255.0	VEHICLE MAINTENANCE	.00	360.32	300.00	(60.32)	120.1
10-4140-260.0	EQUIP MAINT & SUPPLIES	.00	.00	250.00	250.00	.0
10-4140-262.0	COPIER SUPPLIES	.00	2,681.00	3,300.00	619.00	81.2
10-4140-264.0	COMPUTER MAINTENANCE	.00	557.52	500.00	(57.52)	111.5
10-4140-280.0	TELEPHONE - AIR TIME	35.00	460.01	1,000.00	539.99	46.0
10-4140-282.0	AIR TIME - LAPTOPS	.00	160.04	500.00	339.96	32.0
10-4140-290.0	GASOLINE	49.26	76.49	300.00	223.51	25.5
10-4140-310.0	PROFESSIONAL SERVICES	47.45	1,129.81	1,000.00	(129.81)	113.0
10-4140-311.0	RETIREMENT ADMINISTRATION FEES	.00	1,118.84	2,600.00	1,481.16	43.0
10-4140-312.0	CPA SERVICES	.00	44,000.00	48,000.00	4,000.00	91.7
10-4140-313.0	AUDIT SERVICES	1,250.00	19,250.00	18,000.00	(1,250.00)	106.9
10-4140-314.0	COMPUTER SERVICES	381.50	4,959.43	4,600.00	(359.43)	107.8
10-4140-315.0	FLEX SPENDING SERVICES	190.00	877.00	1,500.00	623.00	58.5
10-4140-320.0	BANKING SERVICES	1,606.66	11,065.50	13,000.00	1,934.50	85.1
10-4140-327.0	CASH BOND INTEREST EXPENSE	.00	6,897.21	7,000.00	102.79	98.5
10-4140-330.0	EDUCATION AND TRAINING	447.68	3,078.65	3,500.00	421.35	88.0
10-4140-480.0	MISC SUPPLIES	247.47	1,223.27	1,000.00	(223.27)	122.3
10-4140-511.0	INSURANCE - LIABILITY	148.75	32,394.75	33,000.00	605.25	98.2
10-4140-515.0	LIABILITY DEDUCTIBLE	2,654.65	5,396.12	5,000.00	(396.12)	107.9
10-4140-740.0	CAPITAL EQUIPMENT	.00	5,889.99	7,000.00	1,110.01	84.1
10-4140-745.0	NETWORK EQUIPMENT	3,410.00	16,945.88	15,000.00	(1,945.88)	113.0
10-4140-755.0	WEB PAGE	754.32	4,075.92	4,000.00	(75.92)	101.9
TOTAL FINANCE		27,993.60	402,820.23	414,552.00	11,731.77	97.2
<u>ATTORNEY SERVICES</u>						
10-4145-315.0	PROSECUTING ATTORNEY SERVICES	5,479.75	24,709.32	25,200.00	490.68	98.1
10-4145-320.0	PUBLIC DEFENDER SERVICES	495.00	5,602.50	8,000.00	2,397.50	70.0
TOTAL ATTORNEY SERVICES		5,974.75	30,311.82	33,200.00	2,888.18	91.3

CENTERVILLE CITY CORPORATION
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GENERAL FUND

		PERIOD ACTUAL	YTD ACTUAL	BUDGET	UNEXPENDED	PCNT
	<u>EMERGENCY MANAGEMENT</u>					
10-4150-261.0	EQUIPMENT MAINTENANCE	.00	464.00	500.00	36.00	92.8
10-4150-320.0	PREP FAIR	682.92	2,088.04	3,576.00	1,487.96	58.4
10-4150-330.0	EDUCATION & TRAINING	.00	1,434.96	1,100.00	(334.96)	130.5
10-4150-350.0	CITIZEN CORP	.00	129.56	500.00	370.44	25.9
10-4150-480.0	MISC SUPPLIES	322.05	1,684.98	2,050.00	365.02	82.2
10-4150-740.0	CAPITAL EQUIPMENT	849.00	849.00	850.00	1.00	99.9
	<u>TOTAL EMERGENCY MANAGEMENT</u>	<u>1,853.97</u>	<u>6,650.54</u>	<u>8,576.00</u>	<u>1,925.46</u>	<u>77.6</u>
	<u>FIRE SERVICES</u>					
10-4155-323.0	SOUTH DAVIS FIRE DIST. ASSMT	71,950.25	852,724.00	852,724.00	.00	100.0
	<u>TOTAL FIRE SERVICES</u>	<u>71,950.25</u>	<u>852,724.00</u>	<u>852,724.00</u>	<u>.00</u>	<u>100.0</u>
	<u>ELECTIONS</u>					
10-4170-480.0	SPECIAL DEPT. SUPPLIES - MISC.	.00	7,378.25	7,378.00	(.25)	100.0
	<u>TOTAL ELECTIONS</u>	<u>.00</u>	<u>7,378.25</u>	<u>7,378.00</u>	<u>(.25)</u>	<u>100.0</u>
	<u>YOUTH COUNCIL</u>					
10-4180-480.0	MISCELANEOUS	262.72	7,473.10	7,000.00	(473.10)	106.8
	<u>TOTAL YOUTH COUNCIL</u>	<u>262.72</u>	<u>7,473.10</u>	<u>7,000.00</u>	<u>(473.10)</u>	<u>106.8</u>

CENTERVILLE CITY CORPORATION
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GENERAL FUND

	PERIOD ACTUAL	YTD ACTUAL	BUDGET	UNEXPENDED	PCNT
<u>POLICE DEPARTMENT EXPENDITURES</u>					
10-4210-110.0 SALARY AND WAGES	60,098.12	1,217,798.73	1,254,044.00	36,245.27	97.1
10-4210-111.0 OVERTIME PAY	3,251.63	23,368.21	16,000.00 (	7,368.21)	146.1
10-4210-112.0 OVERTIME PAY- WARRANT SERVICE	785.96	10,750.63	10,000.00 (	750.63)	107.5
10-4210-115.0 OVERTIME PAY-BALIFF	1,031.04	10,178.09	11,000.00	821.91	92.5
10-4210-122.0 PART TIME WAGES - OFFICE	3,804.46	44,035.46	42,414.00 (	1,621.46)	103.8
10-4210-130.0 FICA	(4,559.65)	90,334.76	104,798.00	14,463.24	86.2
10-4210-131.0 RETIREMENT	41,039.22	373,032.16	393,308.00	20,275.84	94.8
10-4210-132.0 MEDICAL INSURANCE	21,690.23	261,966.75	274,330.00	12,363.25	95.5
10-4210-134.0 LONG TERM DISABILITY	636.63	5,808.00	7,741.00	1,933.00	75.0
10-4210-135.0 WORKERS COMPENSATION	2,539.24	24,411.85	30,791.00	6,379.15	79.3
10-4210-137.0 LINE OF DUTY	.00	1,710.00	1,710.00	.00	100.0
10-4210-142.0 UNIFORM ALLOWANCE	18.99	18.99	.00 (	18.99)	.0
10-4210-200.0 UNIFORM PURCHASE	2,765.24	12,848.03	11,000.00 (	1,848.03)	116.8
10-4210-201.0 UNIFORM CLEANING	.00	2,728.25	4,000.00	1,271.75	68.2
10-4210-210.0 BOOKS & SUBSCRIPTIONS	.00	519.74	600.00	80.26	86.6
10-4210-211.0 MEMBERSHIPS	.00	1,611.68	1,300.00 (	311.68)	124.0
10-4210-220.0 PUBLIC NOTICES	.00	350.17	400.00	49.83	87.5
10-4210-235.0 EVIDENCE SUPPLIES	160.45	1,954.95	2,000.00	45.05	97.8
10-4210-240.0 OFFICE SUPPLIES	740.66	4,682.58	4,900.00	217.42	95.6
10-4210-241.0 PRINTING	334.00	2,681.43	2,800.00	118.57	95.8
10-4210-242.0 POSTAGE	35.15	873.32	1,300.00	426.68	67.2
10-4210-250.0 VEHICLE MAINTENANCE - MISC.	818.26	12,408.98	12,000.00 (	408.98)	103.4
10-4210-251.0 BICYCLE MAINTENANCE	.00	.00	200.00	200.00	.0
10-4210-252.0 VEHICLE MAINTENANCE - BODY RPR	.00	8,845.38	4,000.00 (	4,845.38)	221.1
10-4210-253.0 VEHICLE MAINTENANCE - TIRES	.00	5,078.16	5,000.00 (	78.16)	101.6
10-4210-254.0 VEHICLE MAINT- PREVENTATIVE	1,114.11	9,016.18	7,500.00 (	1,516.18)	120.2
10-4210-255.0 RADAR MAINTENANCE	.00	1,959.06	1,500.00 (	459.06)	130.6
10-4210-260.0 EQUIPMENT MAINTENANCE	1,258.66	7,184.27	11,000.00	3,815.73	65.3
10-4210-261.0 RADIO MAINTENANCE	.00	2,242.25	2,500.00	257.75	89.7
10-4210-262.0 COPIER MAINTENANCE	41.48	525.98	800.00	274.02	65.8
10-4210-263.0 OFFICE EQUIPMENT MAINTENANCE	.00	476.96	500.00	23.04	95.4
10-4210-264.0 EQUIP MAINTENCE-COMPUTER	314.19	4,713.71	5,500.00	786.29	85.7
10-4210-265.0 CRIME PREVENTION	.00	1,020.10	1,000.00 (	20.10)	102.0
10-4210-267.0 WEAPONS MAINTENANCE	61.00	1,711.42	500.00 (	1,211.42)	342.3
10-4210-270.0 TELEPHONE - AIR TIME	2,168.49	10,429.38	11,875.00	1,445.62	87.8
10-4210-282.0 AIR TIME - LAPTOPS	1,520.42	8,162.92	9,130.00	967.08	89.4
10-4210-290.0 GASOLINE	9,548.74	48,012.45	49,000.00	987.55	98.0
10-4210-310.0 PROFESSIONAL SERVICES	1,345.00	3,514.60	2,500.00 (	1,014.60)	140.6
10-4210-320.0 FATPOT MAINTENANCE FEES	.00	16,400.00	16,400.00	.00	100.0
10-4210-330.0 EDUCATION & TRAINING	830.52	16,370.37	15,000.00 (	1,370.37)	109.1
10-4210-340.0 LEXIPOL P&P	.00	6,384.00	6,385.00	1.00	100.0
10-4210-480.0 MISC SUPPLIES	789.74	4,169.59	4,000.00 (	169.59)	104.2
10-4210-481.0 PHOTOGRAPHY SUPPLIES	.00	1,611.46	1,500.00 (	111.46)	107.4
10-4210-482.0 AMMUNITION	.00	3,689.87	4,600.00	910.13	80.2
10-4210-483.0 INVESTIGATION SUPPLIES	214.72	888.76	1,750.00	861.24	50.8
10-4210-484.0 MEDICAL SUPPLIES	.00	287.35	500.00	212.65	57.5
10-4210-512.0 INSURANCE - AUTO LIAB.	.00	7,619.00	4,833.00 (	2,786.00)	157.7
10-4210-620.0 MISCELLANEOUS SERVICES	34.79	419.05	300.00 (	119.05)	139.7
10-4210-621.0 METRO TASK FORCE	.00	14,629.12	14,630.00	.88	100.0
10-4210-623.0 PHYSICAL FITNESS STANDARDS	.00	995.47	1,000.00	4.53	99.6
10-4210-625.0 DISPATCH SERVICES	.00	39,942.00	39,942.00	.00	100.0
10-4210-740.0 CAPITAL EQUIPMENT	46,749.24	166,463.72	151,500.00 (	14,963.72)	109.9

CENTERVILLE CITY CORPORATION
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GENERAL FUND

		PERIOD ACTUAL	YTD ACTUAL	BUDGET	UNEXPENDED	PCNT
10-4210-752.0	GRANT/DONATION PURCHASES	3,159.20	19,647.88	17,000.00	(2,647.88)	115.6
	TOTAL POLICE DEPARTMENT EXPENDITURES	204,339.93	2,516,483.22	2,578,281.00	61,797.78	97.6
	<u>LIQUOR LAW ENFORCEMENT</u>					
10-4218-110.0	SALARY & WAGES	.00	4,544.23	5,200.00	655.77	87.4
10-4218-120.0	SALARY AND WAGES - DUI COURT	.00	457.57	.00	(457.57)	.0
10-4218-130.0	FICA	.00	364.70	360.00	(4.70)	101.3
10-4218-135.0	WORKERS COMPENSATION	.00	123.72	120.00	(3.72)	103.1
10-4218-330.0	EDUCATION & TRAINING	.00	.00	750.00	750.00	.0
10-4218-480.0	MISC SUPPLIES	53.00	472.00	750.00	278.00	62.9
10-4218-621.0	INFORMANT	.00	120.00	120.00	.00	100.0
10-4218-740.0	CAPITAL EQUIPMENT	.00	15,086.50	11,700.00	(3,386.50)	128.9
	TOTAL LIQUOR LAW ENFORCEMENT	53.00	21,168.72	19,000.00	(2,168.72)	111.4
	<u>SCHOOL CROSSING PROGRAM</u>					
10-4219-120.0	PART TIME WAGES	2,519.81	48,445.19	54,500.00	6,054.81	88.9
10-4219-130.0	FICA	194.30	3,707.81	3,940.00	232.19	94.1
10-4219-135.0	WORKERS COMPENSATION	54.35	1,055.63	1,110.00	54.37	95.1
10-4219-271.0	UTILITIES - POWER	.00	.00	1,000.00	1,000.00	.0
10-4219-480.0	MISC SUPPLIES	.00	1,339.68	1,500.00	160.32	89.3
	TOTAL SCHOOL CROSSING PROGRAM	2,768.46	54,548.31	62,050.00	7,501.69	87.9
	<u>K-9</u>					
10-4223-310.0	PROFESSIONAL SERVICES	.00	265.40	750.00	484.60	35.4
10-4223-330.0	EDUCATION & TRAINING	.00	.00	500.00	500.00	.0
10-4223-480.0	MISC SUPPLIES	.00	632.43	1,000.00	367.57	63.2
	TOTAL K-9	.00	897.83	2,250.00	1,352.17	39.9
	<u>D.A.R.E PROGRAM</u>					
10-4225-110.0	SALARY & WAGES	6,844.11	59,354.52	55,115.00	(4,239.52)	107.7
10-4225-130.0	FICA	509.65	4,470.71	4,218.00	(252.71)	106.0
10-4225-131.0	RETIREMENT	1,551.87	17,117.44	16,991.00	(126.44)	100.7
10-4225-132.0	MEDICAL INSURANCE	.00	7,637.32	16,400.00	8,762.68	46.6
10-4225-134.0	LONG TERM DISABILITY	30.80	270.38	299.00	28.62	90.4
10-4225-135.0	WORKERS COMPENSATION	141.52	1,258.88	1,400.00	141.12	89.9
10-4225-241.0	PRINTING	.00	579.40	700.00	120.60	82.8
10-4225-330.0	TRAINING & EDUCATION	.00	400.00	500.00	100.00	80.0
10-4225-480.0	MISC SUPPLIES	61.68	4,641.47	5,000.00	358.53	92.8
	TOTAL D.A.R.E PROGRAM	9,139.63	95,730.12	100,623.00	4,892.88	95.1

CENTERVILLE CITY CORPORATION
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GENERAL FUND

		PERIOD ACTUAL	YTD ACTUAL	BUDGET	UNEXPENDED	PCNT
	<u>ANIMAL CONTROL SERVICES</u>					
10-4253-310.0	DAVIS COUNTY SERVICES	17,197.26	32,547.95	32,550.00	2.05	100.0
	TOTAL ANIMAL CONTROL SERVICES	17,197.26	32,547.95	32,550.00	2.05	100.0
	<u>PUBLIC WORKS ADMINISTRATION</u>					
10-4405-110.0	SALARY AND WAGES	22,834.64	193,335.75	186,410.00	(6,925.75)	103.7
10-4405-111.0	OVERTIME PAY	.00	.00	500.00	500.00	.0
10-4405-130.0	FICA	1,893.96	15,226.44	14,300.00	(926.44)	106.5
10-4405-131.0	RETIREMENT	3,976.14	34,728.53	34,522.00	(206.53)	100.6
10-4405-132.0	MEDICAL INSURANCE	2,883.77	34,605.24	34,605.00	(.24)	100.0
10-4405-134.0	LONG TERM DISABILITY	96.87	897.09	1,122.00	224.91	80.0
10-4405-135.0	WORKERS COMPENSATION	418.17	3,908.90	3,816.00	(92.90)	102.4
10-4405-142.0	UNIFORM ALLOWANCE	6.93	62.37	60.00	(2.37)	104.0
10-4405-200.0	UNIFORM PURCHASE	.00	1,116.54	1,000.00	(116.54)	111.7
10-4405-210.0	BOOK & SUBSCRIPTIONS	.00	.00	100.00	100.00	.0
10-4405-211.0	MEMBERSHIPS	.00	221.00	350.00	129.00	63.1
10-4405-220.0	PUBLIC NOTICES	.00	.00	100.00	100.00	.0
10-4405-230.0	MILEAGE REIMBURSEMENT	.00	.00	100.00	100.00	.0
10-4405-240.0	OFFICE SUPPLIES	505.87	957.57	1,600.00	642.43	59.9
10-4405-241.0	PRINTING	.00	116.84	200.00	83.16	58.4
10-4405-242.0	POSTAGE	.00	311.78	800.00	488.22	39.0
10-4405-262.0	OFFICE SUPPLIES	.00	.00	300.00	300.00	.0
10-4405-268.0	UCAN COMMUNICATION FEES	.00	.00	600.00	600.00	.0
10-4405-280.0	TELEPHONE - AIR TIME	204.72	1,177.51	1,300.00	122.49	90.6
10-4405-310.0	PROFESSIONAL SERVICES	.00	150.46	300.00	149.54	50.2
10-4405-330.0	EDUCATION AND TRAINING	988.00	1,138.00	2,000.00	862.00	56.9
10-4405-480.0	MISC SUPPLIES	986.18	1,723.10	500.00	(1,223.10)	344.6
10-4405-482.0	SMALL TOOLS & MINOR EQUIPMENT	304.36	10,733.37	7,700.00	(3,033.37)	139.4
10-4405-512.0	INSURANCE - AUTO LIABILITY	.00	934.00	138.00	(796.00)	676.8
	TOTAL PUBLIC WORKS ADMINISTRATION	35,099.61	301,344.49	292,423.00	(8,921.49)	103.1

CENTERVILLE CITY CORPORATION
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GENERAL FUND

		PERIOD ACTUAL	YTD ACTUAL	BUDGET	UNEXPENDED	PCNT
<u>STREET DEPARTMENT</u>						
10-4410-110.0	SALARY AND WAGES	7,514.82	171,582.34	190,710.00	19,127.66	90.0
10-4410-111.0	OVERTIME	.00	3,453.55	7,000.00	3,546.45	49.3
10-4410-130.0	FICA	(1,771.29)	9,707.76	15,125.00	5,417.24	64.2
10-4410-131.0	RETIREMENT	3,943.72	33,092.48	36,517.00	3,424.52	90.6
10-4410-132.0	MEDICAL INSURANCE	4,603.21	53,843.74	65,582.00	11,738.26	82.1
10-4410-134.0	LONG TERM DISABILITY	97.81	810.71	1,186.00	375.29	68.4
10-4410-135.0	WORKERS COMPENSATION	552.77	4,982.25	5,368.00	385.75	92.8
10-4410-142.0	UNIFORM ALLOWANCE	20.79	187.11	240.00	52.89	78.0
10-4410-200.0	UNIFORM PURCHASE	.00	1,418.67	1,700.00	281.33	83.5
10-4410-211.0	MEMBERSHIPS	.00	.00	75.00	75.00	.0
10-4410-256.0	VEHICLE MAINTENANCE	6,742.80	56,236.91	42,000.00	(14,236.91)	133.9
10-4410-261.0	RADIO MAINTENANCE	.00	.00	250.00	250.00	.0
10-4410-265.0	FIRE EXTINGUISHER	.00	212.93	200.00	(12.93)	106.5
10-4410-280.0	TELEPHONE - AIR TIME	55.01	620.11	1,500.00	879.89	41.3
10-4410-290.0	GASOLINE & DIESEL FUEL	2,388.43	15,680.22	19,000.00	3,319.78	82.5
10-4410-330.0	EDUCATION & TRAINING	500.00	1,704.72	3,000.00	1,295.28	56.8
10-4410-479.0	HAULING CONSTRUCTION MATERIAL	.00	245.98	6,000.00	5,754.02	4.1
10-4410-480.0	MISC SUPPLIES	2,679.73	8,556.52	8,000.00	(556.52)	107.0
10-4410-481.0	SNOW REMOVAL	.00	22,356.72	35,000.00	12,643.28	63.9
10-4410-482.0	ASPHALT	8,227.46	21,184.33	25,000.00	3,815.67	84.7
10-4410-483.0	WEED CONTROL	.00	.00	100.00	100.00	.0
10-4410-484.0	MEDICAL SUPPLIES	47.77	47.77	150.00	102.23	31.9
10-4410-486.0	PAINT STRIPING MATERIALS	7,014.64	10,283.53	15,000.00	4,716.47	68.6
10-4410-488.0	SIGNS	4,752.93	11,366.50	9,000.00	(2,366.50)	126.3
10-4410-489.0	ROAD BASE	.00	532.62	3,500.00	2,967.38	15.2
10-4410-491.0	CURB, GUTER, SDWK, REPAIR	7,781.00	10,867.87	15,000.00	4,132.13	72.5
10-4410-494.0	STREET SWEEPING CONTRACT	1,557.04	21,970.78	22,000.00	29.22	99.9
10-4410-495.0	SIDEWALK GRINDING	5,000.00	25,000.00	25,000.00	.00	100.0
10-4410-512.0	INSURANCE	.00	2,647.00	2,647.00	.00	100.0
10-4410-610.0	STREET LIGHT POWER	14,553.73	88,704.15	90,000.00	1,295.85	98.6
10-4410-620.0	STREET LIGHT REPAIRS	825.10	23,493.67	18,000.00	(5,493.67)	130.5
10-4410-740.0	CAPITAL EQUIPMENT	900.00	53,947.17	53,594.00	(353.17)	100.7
10-4410-750.0	CAPITAL PROJECTS	.00	.00	5,000.00	5,000.00	.0
TOTAL STREET DEPARTMENT		77,987.47	654,738.11	722,444.00	67,705.89	90.6

CENTERVILLE CITY CORPORATION
EXPENDITURES WITH COMPARISON TO BUDGET
FOR THE 12 MONTHS ENDING JUNE 30, 2018

GENERAL FUND

		PERIOD ACTUAL	YTD ACTUAL	BUDGET	UNEXPENDED	PCNT
<u>GIS DEPARTMENT</u>						
10-4470-110.0	SALARY AND WAGES	3,356.21	56,394.04	56,514.00	119.96	99.8
10-4470-130.0	FICA	(182.32)	3,553.29	4,324.00	770.71	82.2
10-4470-131.0	RETIREMENT	1,204.39	9,822.18	10,438.00	615.82	94.1
10-4470-132.0	MEDICAL INSURANCE	1,357.57	16,290.84	16,400.00	109.16	99.3
10-4470-134.0	LONG TERM DISABILITY	29.34	263.64	339.00	75.36	77.8
10-4470-135.0	WORKERS COMPENSATION	134.88	1,212.00	1,695.00	483.00	71.5
10-4470-200.0	UNIFORM PURCHASE	.00	385.00	400.00	15.00	96.3
10-4470-211.0	MEMBERSHIPS	.00	.00	150.00	150.00	.0
10-4470-240.0	OFFICE SUPPLIES	1,189.36	1,949.73	2,000.00	50.27	97.5
10-4470-255.0	VEHICLE MAINTENANCE	.00	119.86	750.00	630.14	16.0
10-4470-262.0	MAINTENANCE & SUPPLIES	.00	687.08	500.00	(187.08)	137.4
10-4470-282.0	AIR TIME - GPS	74.01	1,244.11	1,100.00	(144.11)	113.1
10-4470-310.0	PROFESSIONAL SERVICES	.00	.00	300.00	300.00	.0
10-4470-320.0	SOFTWARE SUPPORT	.00	4,108.00	5,000.00	892.00	82.2
10-4470-330.0	EDUCATION & TRAINING	424.75	1,399.31	1,500.00	100.69	93.3
10-4470-480.0	MISC SUPPLIES	758.81	823.81	1,000.00	176.19	82.4
TOTAL GIS DEPARTMENT		8,347.00	98,252.89	102,410.00	4,157.11	95.9
<u>ENGINEERING</u>						
10-4490-316.0	ENG. SERVICES - COMMUNITY DEV.	3,372.90	48,906.53	55,000.00	6,093.47	88.9
10-4490-317.0	ENG SERVICES - INSPECTION	15,589.35	56,593.03	47,000.00	(9,593.03)	120.4
10-4490-319.0	ENG SERVICES - STREETS	.00	2,205.00	5,000.00	2,795.00	44.1
10-4490-321.0	ENG SERVICES - PARKS & CEMETER	.00	1,080.00	1,000.00	(80.00)	108.0
10-4490-322.0	ENG SERVICES - MISCELLANEOUS	1,102.50	4,567.50	5,000.00	432.50	91.4
TOTAL ENGINEERING		20,064.75	113,352.06	113,000.00	(352.06)	100.3

CENTERVILLE CITY CORPORATION
EXPENDITURES WITH COMPARISON TO BUDGET
FOR THE 12 MONTHS ENDING JUNE 30, 2018

GENERAL FUND

	PERIOD ACTUAL	YTD ACTUAL	BUDGET	UNEXPENDED	PCNT
<u>PARKS DEPARTMENT EXPENDITURES</u>					
10-4510-110.0 SALARY AND WAGES	28,353.50	267,577.89	260,882.00	(6,695.89)	102.6
10-4510-111.0 OVERTIME	.00	777.12	1,500.00	722.88	51.8
10-4510-120.0 TEMPORARY AND PART TIME WAGES	50,987.98	176,909.72	165,000.00	(11,909.72)	107.2
10-4510-130.0 FICA	5,822.49	35,529.95	32,200.00	(3,329.95)	110.3
10-4510-131.0 RETIREMENT	6,074.24	49,140.26	47,538.00	(1,602.26)	103.4
10-4510-132.0 MEDICAL INSURANCE	4,547.91	59,922.64	60,527.00	604.36	99.0
10-4510-134.0 LONG TERM DISABILITY	170.15	1,439.53	1,550.00	110.47	92.9
10-4510-135.0 WORKERS COMPENSATION	1,747.99	9,498.73	10,900.00	1,401.27	87.1
10-4510-200.0 UNIFORM PURCHASES	1,646.76	3,048.82	2,000.00	(1,048.82)	152.4
10-4510-220.0 PUBLIC NOTICES	.00	90.22	100.00	9.78	90.2
10-4510-240.0 OFFICE SUPPLIES	234.21	336.19	500.00	163.81	67.2
10-4510-242.0 POSTAGE	.00	11.12	50.00	38.88	22.2
10-4510-250.0 VEHICLE MAINT & SUPPLIES	2,988.32	8,966.37	11,000.00	2,033.63	81.5
10-4510-260.0 MISC EQUIPMENT MAINTENANCE	2,017.95	4,254.61	5,000.00	745.39	85.1
10-4510-268.0 MOWER MAINTENANCE	2,835.53	13,444.09	14,000.00	555.91	96.0
10-4510-270.0 UTILITIES - WEBER BASIN WATER	.00	17,648.58	17,405.00	(243.58)	101.4
10-4510-271.0 UTILITIES - DEUEL CREEK WATER	.00	.00	9,000.00	9,000.00	.0
10-4510-274.0 UTILITIES - POWER	2,229.51	8,694.82	8,900.00	205.18	97.7
10-4510-277.0 UTILITIES - SEWER	.00	510.00	550.00	40.00	92.7
10-4510-280.0 TELEPHONE AIR TIME	268.81	2,905.79	3,000.00	94.21	96.9
10-4510-290.0 GASOLINE	2,890.33	13,680.00	15,000.00	1,320.00	91.2
10-4510-310.0 PROFESSIONAL SERVICES	535.00	9,213.14	8,000.00	(1,213.14)	115.2
10-4510-330.0 EDUCATION & TRAINING	.00	3,842.67	4,000.00	157.33	96.1
10-4510-480.0 MISC SUPPLIES	4,821.53	27,052.10	28,000.00	947.90	96.6
10-4510-481.0 FERTILIZERS - WEED CONTROL	1,917.61	20,189.53	21,000.00	810.47	96.1
10-4510-482.0 PLANTINGS	1,735.80	6,650.72	7,000.00	349.28	95.0
10-4510-483.0 SPRINKLER REPAIR	925.05	11,401.72	13,000.00	1,598.28	87.7
10-4510-484.0 HOLIDAY LIGHTING	.00	5,075.26	5,000.00	(75.26)	101.5
10-4510-485.0 FIELD PREPARATION	286.92	1,322.43	2,000.00	677.57	66.1
10-4510-486.0 CURB & GUTTER REPAIR	.00	1,076.54	5,000.00	3,923.46	21.5
10-4510-512.0 INSURANCE	149.25	1,056.75	800.00	(256.75)	132.1
10-4510-740.0 CAPITAL EQUIPMENT	4,954.92	6,954.92	7,000.00	45.08	99.4
10-4510-750.0 CAPITAL PROJECTS	(75.00)	(75.00)	.00	75.00	.0
10-4510-752.0 CITIZEN PARTICIPATION PROJECTS	.00	4.37	.00	(4.37)	.0
TOTAL PARKS DEPARTMENT EXPENDITURES	128,066.76	768,151.60	767,402.00	(749.60)	100.1
<u>PARKS & RECREATION COMMITTEE</u>					
10-4511-310.0 RECORDING SERVICES	25.61	337.19	400.00	62.81	84.3
10-4511-480.0 MISC SUPPLIES	.00	.00	200.00	200.00	.0
10-4511-750.0 MOVIES IN THE PARK	111.98	3,408.00	3,000.00	(408.00)	113.6
TOTAL PARKS & RECREATION COMMITTEE	137.59	3,745.19	3,600.00	(145.19)	104.0

CENTERVILLE CITY CORPORATION
EXPENDITURES WITH COMPARISON TO BUDGET
FOR THE 12 MONTHS ENDING JUNE 30, 2018

GENERAL FUND

		PERIOD ACTUAL	YTD ACTUAL	BUDGET	UNEXPENDED	PCNT
	<u>TRAILS COMMITTEE</u>					
10-4512-310.0	RECORDER SERVICES	82.32	402.27	400.00	(2.27)	100.6
10-4512-330.0	EDUCATION & TRAINING	.00	.00	200.00	200.00	.0
10-4512-480.0	MISC SUPPLIES	.00	10.50	500.00	489.50	2.1
	<u>TOTAL TRAILS COMMITTEE</u>	<u>82.32</u>	<u>412.77</u>	<u>1,100.00</u>	<u>687.23</u>	<u>37.5</u>
	<u>COMMUNITY EVENTS</u>					
10-4560-482.0	CHRISTMAS LIGHTING	.00	377.46	650.00	272.54	58.1
10-4560-621.0	JULY 4TH CONTRIBUTION	18,610.31	23,000.00	23,000.00	.00	100.0
	<u>TOTAL COMMUNITY EVENTS</u>	<u>18,610.31</u>	<u>23,377.46</u>	<u>23,650.00</u>	<u>272.54</u>	<u>98.9</u>
	<u>PARKS & RECREATION FACILITY</u>					
10-4595-271.0	UTILITIES - POWER	218.79	2,905.28	3,000.00	94.72	96.8
10-4595-276.0	UTILITIES - GAS	54.89	4,599.88	5,000.00	400.12	92.0
10-4595-277.0	UTILITIES - SEWER	.00	60.00	260.00	200.00	23.1
10-4595-280.0	TELEPHONE SERVICE & EQUIPMENT	.00	.00	500.00	500.00	.0
10-4595-310.0	PROFESSIONAL SERVICES	.00	3,000.00	3,500.00	500.00	85.7
10-4595-480.0	MISC SUPPLIES	.00	238.30	250.00	11.70	95.3
10-4595-481.0	JANITORIAL SUPPLIES	.00	141.17	400.00	258.83	35.3
10-4595-482.0	MAINTENANCE & REPAIR	.00	3,946.37	3,500.00	(446.37)	112.8
10-4595-514.0	INSURANCE	.00	1,099.00	1,100.00	1.00	99.9
10-4595-740.0	CAPITAL EQUIPMENT	258.92	5,658.67	5,000.00	(658.67)	113.2
	<u>TOTAL PARKS & RECREATION FACILITY</u>	<u>532.60</u>	<u>21,648.67</u>	<u>22,510.00</u>	<u>861.33</u>	<u>96.2</u>
	<u>GENERAL GOVT BLDGS - MAINT FAC</u>					
10-4596-271.0	UTILITIES - POWER	1,892.65	10,928.96	11,000.00	71.04	99.4
10-4596-276.0	UTILITIES - GAS	115.46	7,031.20	6,000.00	(1,031.20)	117.2
10-4596-277.0	UTILITIES - SEWER	.00	285.66	250.00	(35.66)	114.3
10-4596-280.0	TELEPHONE SERVICE & EQUIPMENT	767.50	8,792.50	12,000.00	3,207.50	73.3
10-4596-310.0	PROFESSIONAL SERVICES	.00	668.00	400.00	(268.00)	167.0
10-4596-480.0	MISC SUPPLIES	.00	219.97	200.00	(19.97)	110.0
10-4596-481.0	JANITORIAL SUPPLIES	460.00	1,117.29	1,000.00	(117.29)	111.7
10-4596-482.0	MAINTENANCE & REPAIR	2,679.19	14,316.53	10,000.00	(4,316.53)	143.2
10-4596-514.0	INSURANCE	.00	.00	715.00	715.00	.0
10-4596-740.0	CAPITAL EQUIPMENT	542.00	17,518.09	22,000.00	4,481.91	79.6
10-4596-750.0	CAPITAL PROJECTS	900.00	900.00	.00	(900.00)	.0
	<u>TOTAL GENERAL GOVT BLDGS - MAINT FAC</u>	<u>7,356.80</u>	<u>61,778.20</u>	<u>63,565.00</u>	<u>1,786.80</u>	<u>97.2</u>

CENTERVILLE CITY CORPORATION
EXPENDITURES WITH COMPARISON TO BUDGET
FOR THE 12 MONTHS ENDING JUNE 30, 2018

GENERAL FUND

	PERIOD ACTUAL	YTD ACTUAL	BUDGET	UNEXPENDED	PCNT
<u>GENERAL GOVT BLDGS - CITY HALL</u>					
10-4597-120.0 PART TIME WAGES	4,351.46	38,353.61	37,664.00	(689.61)	101.8
10-4597-130.0 FICA	331.96	2,925.84	2,882.00	(43.84)	101.5
10-4597-131.0 RETIREMENT	537.91	4,889.08	4,632.00	(257.08)	105.6
10-4597-135.0 WORKERS COMPENSATION	91.22	808.03	942.00	133.97	85.8
10-4597-230.0 MILEAGE REIMBURSEMENT	.00	.00	50.00	50.00	.0
10-4597-271.0 UTILITIES - POWER	4,948.71	26,775.97	33,500.00	6,724.03	79.9
10-4597-276.0 UTILITIES - GAS	398.32	7,608.48	15,000.00	7,391.52	50.7
10-4597-277.0 UTILITIES - SEWER	.00	240.00	385.00	145.00	62.3
10-4597-280.0 TELEPHONE SERVICE & EQUIPMENT	767.50	10,327.50	14,200.00	3,872.50	72.7
10-4597-310.0 PROFESSIONAL SERVICES	2,254.00	9,473.00	5,000.00	(4,473.00)	189.5
10-4597-320.0 ELEVATOR CONTRACT	.00	4,011.25	1,980.00	(2,031.25)	202.6
10-4597-321.0 MECHANICAL SERVICE	.00	8,594.65	10,000.00	1,405.35	86.0
10-4597-480.0 MISC SUPPLIES	.00	329.69	800.00	470.31	41.2
10-4597-481.0 JANITORIAL SUPPLIES	301.46	3,516.28	4,000.00	483.72	87.9
10-4597-482.0 MAINTENANCE & REPAIR	5,660.00	8,942.86	11,000.00	2,057.14	81.3
10-4597-514.0 INSURANCE	.00	5,249.00	2,450.00	(2,799.00)	214.2
10-4597-750.0 CAPITAL PROJECTS	1,260.00	4,181.17	4,000.00	(181.17)	104.5
TOTAL GENERAL GOVT BLDGS - CITY HALL	20,902.54	136,226.41	148,485.00	12,258.59	91.7
<u>PUBLIC WORKS STORAGE FACILITY</u>					
10-4598-271.0 UTILITIES - POWER	.00	.00	650.00	650.00	.0
10-4598-276.0 UTILITIES - GAS	24.10	3,104.41	4,900.00	1,795.59	63.4
10-4598-277.0 UTILITIES - SEWER	.00	.00	60.00	60.00	.0
10-4598-310.0 PROFESSIONAL SERVICES	.00	.00	100.00	100.00	.0
10-4598-480.0 MISC SUPPLIES	.00	.00	150.00	150.00	.0
10-4598-482.0 MAINTENANCE & REPAIR	.00	.00	500.00	500.00	.0
10-4598-514.0 INSURANCE - PROPERTY	.00	1,688.00	1,688.00	.00	100.0
TOTAL PUBLIC WORKS STORAGE FACILITY	24.10	4,792.41	8,048.00	3,255.59	59.6

CENTERVILLE CITY CORPORATION
EXPENDITURES WITH COMPARISON TO BUDGET
FOR THE 12 MONTHS ENDING JUNE 30, 2018

GENERAL FUND

		PERIOD ACTUAL	YTD ACTUAL	BUDGET	UNEXPENDED	PCNT
<u>COMMUNITY DEVELOPMENT</u>						
10-4610-110.0	SALARY & WAGES	11,675.78	181,250.67	185,419.00	4,168.33	97.8
10-4610-111.0	OVERTIME PAY	33.06	176.32	500.00	323.68	35.3
10-4610-130.0	FICA	(341.41)	12,374.18	14,378.00	2,003.82	86.1
10-4610-131.0	RETIREMENT	3,803.07	32,784.28	33,508.00	723.72	97.8
10-4610-132.0	MEDICAL INSURANCE	2,881.01	34,572.12	34,572.00	(.12)	100.0
10-4610-134.0	LONG TERM DISABILITY	94.83	850.67	1,088.00	237.33	78.2
10-4610-135.0	WORKERS COMPENSATION	335.11	3,003.99	4,535.00	1,531.01	66.2
10-4610-210.0	BOOKS & SUBSCRIPTIONS	.00	.00	200.00	200.00	.0
10-4610-211.0	MEMBERSHIPS	.00	650.00	800.00	150.00	81.3
10-4610-220.0	PUBLIC NOTICES	74.20	949.76	1,000.00	50.24	95.0
10-4610-240.0	OFFICE SUPPLIES	.00	1,125.84	1,500.00	374.16	75.1
10-4610-241.0	PRINTING	.00	177.81	500.00	322.19	35.6
10-4610-242.0	POSTAGE	.00	807.15	1,500.00	692.85	53.8
10-4610-260.0	VEHICLE MAINTENANCE	30.00	92.35	500.00	407.65	18.5
10-4610-262.0	EQUIP MAINT & SUPPLIES	184.19	1,657.29	1,500.00	(157.29)	110.5
10-4610-280.0	TELEPHONE - AIR TIME	136.06	816.72	800.00	(16.72)	102.1
10-4610-290.0	GASOLINE	.00	71.27	500.00	428.73	14.3
10-4610-330.0	EDUCATION & TRAINING	.00	1,404.23	2,000.00	595.77	70.2
TOTAL COMMUNITY DEVELOPMENT		18,905.90	272,764.65	284,800.00	12,035.35	95.8
<u>PLANNING COMMISSION</u>						
10-4611-305.0	MEMBER ATTENDANCE	450.00	5,210.00	6,000.00	790.00	86.8
10-4611-310.0	RECORDER SERVICES	301.40	2,162.62	5,000.00	2,837.38	43.3
10-4611-330.0	EDUCATION & TRAINING	.00	.00	400.00	400.00	.0
TOTAL PLANNING COMMISSION		751.40	7,372.62	11,400.00	4,027.38	64.7
<u>BOARD OF ADJUSTMENT</u>						
10-4612-305.0	MEMBER ATTENDANCE	.00	.00	300.00	300.00	.0
10-4612-310.0	RECORDER SERVICES	.00	.00	150.00	150.00	.0
TOTAL BOARD OF ADJUSTMENT		.00	.00	450.00	450.00	.0
<u>LANDMARKS COMMISSION</u>						
10-4613-310.0	RECORDER SERVICES	72.33	424.37	500.00	75.63	84.9
10-4613-485.0	SPECIAL PROJECTS	.00	348.55	.00	(348.55)	.0
10-4613-750.0	STATE GRANT PROJECT	.00	2,300.00	7,300.00	5,000.00	31.5
TOTAL LANDMARKS COMMISSION		72.33	3,072.92	7,800.00	4,727.08	39.4

CENTERVILLE CITY CORPORATION
EXPENDITURES WITH COMPARISON TO BUDGET
FOR THE 12 MONTHS ENDING JUNE 30, 2018

GENERAL FUND

		PERIOD ACTUAL	YTD ACTUAL	BUDGET	UNEXPENDED	PCNT
	<u>BUILDING INSPECTION</u>					
10-4650-210.0	BOOKS & SUBSCRIPTIONS	.00	.00	200.00	200.00	.0
10-4650-211.0	MEMBERSHIPS	.00	135.00	200.00	65.00	67.5
10-4650-260.0	EQUIPMENT MAINTENANCE	.00	178.59	200.00	21.41	89.3
10-4650-316.0	BUILDING INSPECTION SERVICES	12,349.29	71,598.05	80,000.00	8,401.95	89.5
	TOTAL BUILDING INSPECTION	12,349.29	71,911.64	80,600.00	8,688.36	89.2
	<u>TRANSFERS TO OTHER FUND</u>					
10-4710-820.0	TRANSFER TO RECREATION FUND	833.33	9,999.97	10,000.00	.03	100.0
10-4710-950.0	TRANSFER UTOPIA PROJECT FUND	36,480.00	280,293.00	280,112.00	(181.00)	100.1
10-4710-952.0	TRANSFER TRANSPORTATION FUND	34,632.67	415,592.02	415,592.00	(.02)	100.0
10-4710-970.0	TRANSFER WHITAKER HOME TRUST	3,181.33	38,175.97	38,176.00	.03	100.0
10-4710-980.0	CONTRIB. FUND BAL/DEBT REDUCT	.00	.00	100,000.00	100,000.00	.0
10-4710-990.0	CONTINGENCY - PERSONNEL ADJUST	166.33	4,154.44	7,450.00	3,295.56	55.8
	TOTAL TRANSFERS TO OTHER FUND	75,293.66	748,215.40	851,330.00	103,114.60	87.9
	TOTAL FUND EXPENDITURES	838,928.15	8,151,540.36	8,525,836.00	374,295.64	95.6
	NET REVENUE OVER EXPENDITURES	(226,742.81)	459,468.00	(570.00)	(460,038.00)	80608.

CENTERVILLE CITY CORPORATION

BALANCE SHEET

JUNE 30, 2018

REDEVELOPMENT AGENCY FUND

ASSETS

20-11100000	CASH - COMBINED FUND	647,206.39	
20-11200000	PARRISH DUE FROM LEGACY X	206,606.99	
20-13170000	ACCOUNTS RECEIVABLE-TAX INCREM	168,691.72	
	TOTAL ASSETS		1,022,505.10

LIABILITIES AND EQUITYLIABILITIES

20-21310000	ACCOUNTS PAYABLE	11,043.67	
20-21320000	LEGACY DUE TO PARRISH GATEWAY	206,606.99	
20-24210000	DUE TO OTHER FUND	116,929.00	
20-24500000	UNEARNED REVENUE - RENT	6,557.23	
20-25000000	DEFERRED REVENUE-TAX INCRMNT	168,692.00	
	TOTAL LIABILITIES		509,828.89

FUND EQUITY

20-28500000	RESTRICTED FUND BALANCE	420,389.51	
	UNAPPROPRIATED FUND BALANCE:		
20-29510000	FUND BALANCE - PREVIOUS YEAR	27,873.14	
	REVENUE OVER EXPENDITURES - YTD	64,413.56	
	BALANCE - CURRENT DATE	92,286.70	
	TOTAL FUND EQUITY		512,676.21
	TOTAL LIABILITIES AND EQUITY		1,022,505.10

CENTERVILLE CITY CORPORATION
REVENUES WITH COMPARISON TO BUDGET
FOR THE 12 MONTHS ENDING JUNE 30, 2018

REDEVELOPMENT AGENCY FUND

		PERIOD ACTUAL	YTD ACTUAL	BUDGET	UNEARNED	PCNT
	<u>TAX REVENUE</u>					
20-31-100000	TAX INCREMENT - PARRISH LANE	.00	873,511.00	945,513.00	72,002.00	92.4
20-31-150000	TAX INCREMENT - LEGACY XING	.00	215,933.00	260,118.00	44,185.00	83.0
20-31-160000	TAX INCREMENT-BARNARD CREEK	.00	90,244.00	95,123.00	4,879.00	94.9
20-31-200000	PROPERTY TAX - ADDITIONAL	.00	192,707.00	192,707.00	.00	100.0
	TOTAL TAX REVENUE	.00	1,372,395.00	1,493,461.00	121,066.00	91.9
	<u>MISCELLANEOUS REVENUE</u>					
20-36-100000	MISCELLANEOUS REVENUE	931.99	6,278.50	100,000.00	93,721.50	6.3
	TOTAL MISCELLANEOUS REVENUE	931.99	6,278.50	100,000.00	93,721.50	6.3
	<u>PAYMENTS - CONTRIBUTIONS</u>					
20-38-750000	LEASE PAYMENT	1,294.53	88,490.42	77,400.00	(11,090.42)	114.3
	TOTAL PAYMENTS - CONTRIBUTIONS	1,294.53	88,490.42	77,400.00	(11,090.42)	114.3
	TOTAL FUND REVENUE	2,226.52	1,467,163.92	1,670,861.00	203,697.08	87.8

CENTERVILLE CITY CORPORATION
EXPENDITURES WITH COMPARISON TO BUDGET
FOR THE 12 MONTHS ENDING JUNE 30, 2018

REDEVELOPMENT AGENCY FUND

		PERIOD ACTUAL	YTD ACTUAL	BUDGET	UNEXPENDED	PCNT
<u>EXPENDITURES</u>						
20-4000-210.0	PUBLIC NOTICES	.00	.00	100.00	100.00	.0
20-4000-280.0	TELECOM SERVICES	.00	(650.00)	.00	650.00	.0
20-4000-310.0	PROFESSIONAL SERVICES	276.14	6,105.35	15,000.00	8,894.65	40.7
20-4000-315.0	TRF-ELIGIBLE EXPENSES	11,043.67	30,000.00	77,400.00	47,400.00	38.8
20-4000-316.0	ENGINEERING	.00	6,560.00	7,500.00	940.00	87.5
20-4000-420.0	OTHER OBLIGATIONS	.00	.00	140,812.00	140,812.00	.0
20-4000-423.0	CONTRACTUAL - DAYTON WEST	.00	63,602.83	84,639.00	21,036.17	75.2
20-4000-425.0	CONTRACTUAL - LAND ROVER	.00	23,863.31	26,302.00	2,438.69	90.7
20-4000-430.0	CONTRACTUAL - LEGACY CROSSING	.00	148,202.77	170,000.00	21,797.23	87.2
20-4000-435.0	CONTRACTUAL - TUELLER/WRIGHT	.00	6,763.83	5,769.00	(994.83)	117.2
20-4000-440.0	CONTRACTUAL - BARNARD CREEK	.00	11,810.17	23,442.00	11,631.83	50.4
20-4000-480.0	MISC SUPPLIES	.00	3,308.98	5,000.00	1,691.02	66.2
20-4000-511.0	INSURANCE - LIABILITY	.00	13,881.00	14,000.00	119.00	99.2
20-4000-615.0	BOARD	.00	7,516.66	8,200.00	683.34	91.7
20-4000-620.0	ADMINISTRATIVE SERVICES	14,283.33	163,883.31	163,200.00	(683.31)	100.4
	TOTAL EXPENDITURES	25,603.14	484,848.21	741,364.00	256,515.79	65.4
<u>TRANSFER TO OTHER FUND</u>						
20-4710-830.0	TRANSFER - ADDITIONAL INCREM	3,101.36	192,707.00	192,707.00	.00	100.0
20-4710-840.0	TRANSFER - DEBT RETIREMENT	.00	590,688.00	590,688.00	.00	100.0
20-4710-850.0	TRANSFER TO DRAINAGE	.00	1,102.08	1,102.00	(.08)	100.0
20-4710-860.0	TRANSFER - PARK	.00	100,000.00	100,000.00	.00	100.0
	TOTAL TRANSFER TO OTHER FUND	3,101.36	884,497.08	884,497.00	(.08)	100.0
<u>IMPROVEMENT PROJECTS</u>						
20-5000-200.0	*1250 & PARRISH INTERSECTION*	.00	33,405.07	45,000.00	11,594.93	74.2
	TOTAL IMPROVEMENT PROJECTS	.00	33,405.07	45,000.00	11,594.93	74.2
	TOTAL FUND EXPENDITURES	28,704.50	1,402,750.36	1,670,861.00	268,110.64	84.0
	NET REVENUE OVER EXPENDITURES	(26,477.98)	64,413.56	.00	(64,413.56)	.0

CENTERVILLE CITY CORPORATION

BALANCE SHEET

JUNE 30, 2018

MUNICIPAL BUILDING AUTHORITY

ASSETS

23-11100000	CASH - COMBINED FUND	1,207.46	
	TOTAL ASSETS		1,207.46

LIABILITIES AND EQUITYFUND EQUITY

	UNAPPROPRIATED FUND BALANCE:		
23-29510000	FUND BALANCE - PREVIOUS YEAR	1,207.46	
	BALANCE - CURRENT DATE	1,207.46	
	TOTAL FUND EQUITY		1,207.46
	TOTAL LIABILITIES AND EQUITY		1,207.46

CENTERVILLE CITY CORPORATION

BALANCE SHEET

JUNE 30, 2018

RECREATION

ASSETS

25-11100000	CASH	12,794.87	
TOTAL ASSETS			12,794.87

LIABILITIES AND EQUITYLIABILITIES

25-21310000	ACCOUNTS PAYABLE	7,909.27	
TOTAL LIABILITIES			7,909.27

FUND EQUITY

UNAPPROPRIATED FUND BALANCE:			
25-29510000	PRIOR UNRESTRICTED FUND BALANCE	62,978.34	
	REVENUE OVER EXPENDITURES - YTD	(58,092.74)	
BALANCE - CURRENT DATE		4,885.60	
TOTAL FUND EQUITY			4,885.60
TOTAL LIABILITIES AND EQUITY			12,794.87

CENTERVILLE CITY CORPORATION
REVENUES WITH COMPARISON TO BUDGET
FOR THE 12 MONTHS ENDING JUNE 30, 2018

RECREATION

		PERIOD ACTUAL	YTD ACTUAL	BUDGET	UNEARNED	PCNT
	<u>CHARGES FOR SERVICES</u>					
25-34-100000	SUMMER RECREATION FEES	5,081.00	69,117.50	70,000.00	882.50	98.7
25-34-300000	OFF SEASON RECREATION FEES	.00	10,050.00	20,120.00	10,070.00	50.0
25-34-400000	YOUTH BASEBALL/SOFTBALL FEES	725.00	40,970.00	56,000.00	15,030.00	73.2
	TOTAL CHARGES FOR SERVICES	5,806.00	120,137.50	146,120.00	25,982.50	82.2
	<u>MISCELLANEOUS REVENUE</u>					
25-36-000000	CONCESSION SALES	5,869.29	20,316.38	20,000.00	(316.38)	101.6
	TOTAL MISCELLANEOUS REVENUE	5,869.29	20,316.38	20,000.00	(316.38)	101.6
	<u>DONATIONS</u>					
25-38-750000	BASEBALL DONATIONS & FUNDRAISR	.00	1,915.34	1,915.00	(.34)	100.0
	TOTAL DONATIONS	.00	1,915.34	1,915.00	(.34)	100.0
	<u>CONTRIBUTIONS & TRANSFERS</u>					
25-39-100000	TRANSFER FROM GENERAL FUND	833.33	9,999.97	10,000.00	.03	100.0
	TOTAL CONTRIBUTIONS & TRANSFERS	833.33	9,999.97	10,000.00	.03	100.0
	TOTAL FUND REVENUE	12,508.62	152,369.19	178,035.00	25,665.81	85.6

CENTERVILLE CITY CORPORATION
EXPENDITURES WITH COMPARISON TO BUDGET
FOR THE 12 MONTHS ENDING JUNE 30, 2018

RECREATION

		PERIOD ACTUAL	YTD ACTUAL	BUDGET	UNEXPENDED	PCNT
<u>SUMMER RECREATION</u>						
25-4000-120.0	PART TIME WAGES	22,070.60	68,753.70	63,400.00	(5,353.70)	108.4
25-4000-130.0	FICA	1,688.45	5,259.70	4,850.00	(409.70)	108.5
25-4000-131.0	RETIREMENT	824.89	5,691.69	5,000.00	(691.69)	113.8
25-4000-135.0	WORKERS COMPENSATION	473.65	1,462.92	1,600.00	137.08	91.4
25-4000-220.0	PUBLIC NOTICES	.00	1,000.43	2,700.00	1,699.57	37.1
25-4000-230.0	MILEAGE REIMBURSEMENT	.00	331.15	500.00	168.85	66.2
25-4000-240.0	GENERAL OFFICE SUPPLIES	.00	.00	300.00	300.00	.0
25-4000-242.0	POSTAGE	.00	20.05	200.00	179.95	10.0
25-4000-260.0	EQUIP MAINT & SUPPLIES	.00	5,188.00	500.00	(4,688.00)	1037.6
25-4000-280.0	TELEPHONE - AIR TIME	145.45	689.19	720.00	30.81	95.7
25-4000-310.0	MEDICAL EXAMS	.00	560.00	1,200.00	640.00	46.7
25-4000-311.0	INSTRUCTORS	150.00	14,255.00	13,000.00	(1,255.00)	109.7
25-4000-330.0	EDUCATION & TRAINING	.00	367.73	300.00	(67.73)	122.6
25-4000-480.0	MISC SUPPLIES	7,266.27	13,707.84	15,000.00	1,292.16	91.4
	TOTAL SUMMER RECREATION	32,619.31	117,287.40	109,270.00	(8,017.40)	107.3
<u>OFF SEASON RECREATION</u>						
25-4200-310.0	INSTRUCTORS	.00	6,719.00	17,000.00	10,281.00	39.5
25-4200-480.0	MISC. SUPPLIES	.00	2,800.00	2,500.00	(300.00)	112.0
	TOTAL OFF SEASON RECREATION	.00	9,519.00	19,500.00	9,981.00	48.8
<u>YOUTH BASEBALL/SOFTBALL</u>						
25-4300-120.0	PART TIME WAGES	893.99	4,337.53	9,000.00	4,662.47	48.2
25-4300-130.0	FICA	168.56	432.06	700.00	267.94	61.7
25-4300-135.0	WORKERS COMPENSATION	51.12	129.31	250.00	120.69	51.7
25-4300-220.0	PUBLIC NOTICES	.00	.00	500.00	500.00	.0
25-4300-260.0	EQUIP MAINT & SUPPLIES	.00	.00	1,000.00	1,000.00	.0
25-4300-310.0	UMPIRES	3,088.81	6,409.43	3,000.00	(3,409.43)	213.7
25-4300-311.0	PROFESSIONAL SERVICES	65.60	1,306.14	.00	(1,306.14)	.0
25-4300-480.0	MISC. SUPPLIES	33,399.38	44,049.23	42,000.00	(2,049.23)	104.9
25-4300-740.0	CAPITAL EQUIPMENT	.00	.00	3,500.00	3,500.00	.0
	TOTAL YOUTH BASEBALL/SOFTBALL	37,667.46	56,663.70	59,950.00	3,286.30	94.5

CENTERVILLE CITY CORPORATION
EXPENDITURES WITH COMPARISON TO BUDGET
FOR THE 12 MONTHS ENDING JUNE 30, 2018

RECREATION

		PERIOD ACTUAL	YTD ACTUAL	BUDGET	UNEXPENDED	PCNT
	<u>CONCESSIONS</u>					
25-4900-120.0	PART TIME WAGES	4,058.72	10,140.17	8,500.00	(1,640.17)	119.3
25-4900-130.0	FICA	310.51	775.75	650.00	(125.75)	119.4
25-4900-135.0	WORKERS COMPENSATION	91.55	230.46	300.00	69.54	76.8
25-4900-260.0	EQUIP MAINT & SUPPLIES	8.82	390.33	300.00	(90.33)	130.1
25-4900-310.0	PROFESSIONAL SERVICES	405.05	1,580.07	250.00	(1,330.07)	632.0
25-4900-480.0	MISC. SUPPLIES	5,690.76	10,817.01	10,000.00	(817.01)	108.2
25-4900-740.0	CAPITAL EQUIPMENT	.00	3,058.04	.00	(3,058.04)	.0
	TOTAL CONCESSIONS	10,565.41	26,991.83	20,000.00	(6,991.83)	135.0
	TOTAL FUND EXPENDITURES	80,852.18	210,461.93	208,720.00	(1,741.93)	100.8
	NET REVENUE OVER EXPENDITURES	(68,343.56)	(58,092.74)	(30,685.00)	27,407.74	(189.3)

CENTERVILLE CITY CORPORATION

BALANCE SHEET

JUNE 30, 2018

RAP TAX

ASSETS

27-11100000	CASH - COMBINED FUND	143,944.51	
27-13170000	RAP TAX A/R	68,149.00	
27-14210000	DUE FROM OTHER FUND	349,326.16	
	TOTAL ASSETS		561,419.67

LIABILITIES AND EQUITYLIABILITIES

27-21310000	ACCOUNTS PAYABLE	4,626.42	
	TOTAL LIABILITIES		4,626.42

FUND EQUITY

	UNAPPROPRIATED FUND BALANCE:		
27-29510000	FUND BALANCE - PREVIOUS YEAR	402,370.62	
	REVENUE OVER EXPENDITURES - YTD	154,422.63	
	BALANCE - CURRENT DATE	556,793.25	
	TOTAL FUND EQUITY		556,793.25
	TOTAL LIABILITIES AND EQUITY		561,419.67

CENTERVILLE CITY CORPORATION
REVENUES WITH COMPARISON TO BUDGET
FOR THE 12 MONTHS ENDING JUNE 30, 2018

		RAP TAX				
		PERIOD ACTUAL	YTD ACTUAL	BUDGET	UNEARNED	PCNT
<u>REVENUE</u>						
27-31-350000	RAP TAX	29,267.80	389,871.90	390,000.00	128.10	100.0
	TOTAL REVENUE	29,267.80	389,871.90	390,000.00	128.10	100.0
<u>MISCELLANEOUS REVENUE</u>						
27-36-100000	INTEREST INCOME	954.30	7,851.36	.00	(7,851.36)	.0
	TOTAL MISCELLANEOUS REVENUE	954.30	7,851.36	.00	(7,851.36)	.0
	TOTAL FUND REVENUE	30,222.10	397,723.26	390,000.00	(7,723.26)	102.0

CENTERVILLE CITY CORPORATION
EXPENDITURES WITH COMPARISON TO BUDGET
FOR THE 12 MONTHS ENDING JUNE 30, 2018

RAP TAX

		PERIOD ACTUAL	YTD ACTUAL	BUDGET	UNEXPENDED	PCNT
	<u>TRANSFERS & GRANTS</u>					
27-5000-710.0	MISC PARK PROJECTS	225.00	41,960.72	217,162.00	175,201.28	19.3
27-5000-720.0	NATURAL PARK 100 S	.00	1,677.50	.00	(1,677.50)	.0
27-5000-750.0	WHITAKER TRANSFERS - GRANTS	1,463.39	51,678.24	19,500.00	(32,178.24)	265.0
27-5000-800.0	DCPA PROJECTS-GRANTS	4,401.42	23,819.24	19,500.00	(4,319.24)	122.2
27-5000-810.0	TRANSFER OUT-PARKS	.00	114,338.00	114,338.00	.00	100.0
27-5000-850.0	USE OF CONTINGENCY	.00	9,826.93	19,500.00	9,673.07	50.4
	TOTAL TRANSFERS & GRANTS	6,089.81	243,300.63	390,000.00	146,699.37	62.4
	TOTAL FUND EXPENDITURES	6,089.81	243,300.63	390,000.00	146,699.37	62.4
	NET REVENUE OVER EXPENDITURES	24,132.29	154,422.63	.00	(154,422.63)	.0

CENTERVILLE CITY CORPORATION

BALANCE SHEET

JUNE 30, 2018

CEMETERY PERPETUAL CARE

ASSETS

30-11100000	CASH - COMBINED FUND	53,986.09	
	TOTAL ASSETS		53,986.09

LIABILITIES AND EQUITYFUND EQUITY

30-28500000	RESTRICTED FUND BALANCE	37,700.00	
	UNAPPROPRIATED FUND BALANCE:		
30-29510000	FUND BALANCE - PREVIOUS YEAR	9,192.25	
	REVENUE OVER EXPENDITURES - YTD	7,093.84	
	BALANCE - CURRENT DATE	16,286.09	
	TOTAL FUND EQUITY		53,986.09
	TOTAL LIABILITIES AND EQUITY		53,986.09

CENTERVILLE CITY CORPORATION
REVENUES WITH COMPARISON TO BUDGET
FOR THE 12 MONTHS ENDING JUNE 30, 2018

CEMETERY PERPETUAL CARE

		PERIOD ACTUAL	YTD ACTUAL	BUDGET	UNEARNED	PCNT
	<u>CHARGES FOR SERVICES</u>					
30-34-820000	PERPETUAL CARE FEE	5,500.00	29,900.00	30,000.00	100.00	99.7
30-34-821000	MONUMENT PERMIT FEES	.00	2,100.00	3,500.00	1,400.00	60.0
	TOTAL CHARGES FOR SERVICES	5,500.00	32,000.00	33,500.00	1,500.00	95.5
	<u>MISCELLANEOUS REVENUE</u>					
30-36-100000	INTEREST INCOME	78.86	693.84	.00	(693.84)	.0
	TOTAL MISCELLANEOUS REVENUE	78.86	693.84	.00	(693.84)	.0
	TOTAL FUND REVENUE	5,578.86	32,693.84	33,500.00	806.16	97.6

CENTERVILLE CITY CORPORATION
EXPENDITURES WITH COMPARISON TO BUDGET
FOR THE 12 MONTHS ENDING JUNE 30, 2018

CEMETERY PERPETUAL CARE

	PERIOD ACTUAL	YTD ACTUAL	BUDGET	UNEXPENDED	PCNT
<u>TRANSFERS TO OTHER FUNDS</u>					
30-4710-810.1 TRANSFER TO GENERAL FUND	25,600.00	25,600.00	26,800.00	1,200.00	95.5
TOTAL TRANSFERS TO OTHER FUNDS	25,600.00	25,600.00	26,800.00	1,200.00	95.5
TOTAL FUND EXPENDITURES	25,600.00	25,600.00	26,800.00	1,200.00	95.5
NET REVENUE OVER EXPENDITURES	(20,021.14)	7,093.84	6,700.00	(393.84)	105.9

CENTERVILLE CITY CORPORATION

BALANCE SHEET

JUNE 30, 2018

2009 SALES TAX - DEBT SERVICE

ASSETS

35-11100000	CASH - COMBINED FUND		.50	
	TOTAL ASSETS			.50

LIABILITIES AND EQUITY

FUND EQUITY

	UNAPPROPRIATED FUND BALANCE:			
	REVENUE OVER EXPENDITURES - YTD	.50		
	BALANCE - CURRENT DATE		.50	
	TOTAL FUND EQUITY			.50
	TOTAL LIABILITIES AND EQUITY			.50

CENTERVILLE CITY CORPORATION
REVENUES WITH COMPARISON TO BUDGET
FOR THE 12 MONTHS ENDING JUNE 30, 2018

2009 SALES TAX - DEBT SERVICE

		PERIOD ACTUAL	YTD ACTUAL	BUDGET	UNEARNED	PCNT
	<u>CONTRIBUTIONS & TRANSFERS</u>					
35-39-500000	TRANSFER FROM RDA	.00	590,688.00	590,688.00	.00	100.0
	TOTAL CONTRIBUTIONS & TRANSFERS	.00	590,688.00	590,688.00	.00	100.0
	TOTAL FUND REVENUE	.00	590,688.00	590,688.00	.00	100.0

CENTERVILLE CITY CORPORATION
EXPENDITURES WITH COMPARISON TO BUDGET
FOR THE 12 MONTHS ENDING JUNE 30, 2018

2009 SALES TAX - DEBT SERVICE

		PERIOD ACTUAL	YTD ACTUAL	BUDGET	UNEXPENDED	PCNT
	<u>EXPENDITURES</u>					
35-4000-900.0	ADMINISTRATIVE CHARGES	2,500.00	2,500.00	2,500.00	.00	100.0
35-4000-910.0	INTEREST	.00	78,187.50	78,188.00	.50	100.0
35-4000-920.0	PRINCIPAL	.00	510,000.00	510,000.00	.00	100.0
	TOTAL EXPENDITURES	2,500.00	590,687.50	590,688.00	.50	100.0
	TOTAL FUND EXPENDITURES	2,500.00	590,687.50	590,688.00	.50	100.0
	NET REVENUE OVER EXPENDITURES	(2,500.00)	.50	.00	(.50)	.0

CENTERVILLE CITY CORPORATION

BALANCE SHEET

JUNE 30, 2018

PARK FUND

ASSETS

45-11100000	CASH - COMBINED FUND	443,911.67	
	TOTAL ASSETS		443,911.67

LIABILITIES AND EQUITYLIABILITIES

45-21310000	ACCOUNTS PAY/PARK IMPRO. FUND	284,978.86	
45-24210000	DUE OTHER FUNDS (WATER, RAP)	349,326.16	
	TOTAL LIABILITIES		634,305.02

FUND EQUITY

45-28500000	RESTRICTED FUND BALANCE	83,976.51	
	UNAPPROPRIATED FUND BALANCE:		
45-29510000	FUND BALANCE - PREVIOUS YEAR	(83,974.60)	
	REVENUE OVER EXPENDITURES - YTD	(190,395.26)	
	BALANCE - CURRENT DATE	(274,369.86)	
	TOTAL FUND EQUITY		(190,393.35)
	TOTAL LIABILITIES AND EQUITY		443,911.67

CENTERVILLE CITY CORPORATION
REVENUES WITH COMPARISON TO BUDGET
FOR THE 12 MONTHS ENDING JUNE 30, 2018

PARK FUND

		PERIOD ACTUAL	YTD ACTUAL	BUDGET	UNEARNED	PCNT
	<u>CHARGES FOR SERVICES</u>					
45-34-700000	PARK IMPACT FEES	2,869.00	45,200.00	50,000.00	4,800.00	90.4
45-34-900000	TRANSFERS IN - RDA	.00	100,000.00	100,000.00	.00	100.0
45-34-920000	TRANSFER IN - RAP	.00	114,338.00	114,338.00	.00	100.0
45-34-950000	REC DISTRICT LEASE	500,000.00	500,000.00	500,000.00	.00	100.0
	TOTAL CHARGES FOR SERVICES	502,869.00	759,538.00	764,338.00	4,800.00	99.4
	<u>MISCELLANEOUS REVENUE</u>					
45-36-100000	INTEREST INCOME	.00	424.00	.00	(424.00)	.0
45-36-101000	IMPACT FEE INTEREST INCOME	.00	343.00	.00	(343.00)	.0
	TOTAL MISCELLANEOUS REVENUE	.00	767.00	.00	(767.00)	.0
	<u>NON-OPERATING REVENUE</u>					
45-38-701000	PARK MISC FEE	.00	50,000.00	.00	(50,000.00)	.0
	TOTAL NON-OPERATING REVENUE	.00	50,000.00	.00	(50,000.00)	.0
	<u>CONTRIBUTIONS & TRANSFERS</u>					
45-39-250000	USE OF FUND BALANCE	.00	.00	245,012.00	245,012.00	.0
	TOTAL CONTRIBUTIONS & TRANSFERS	.00	.00	245,012.00	245,012.00	.0
	TOTAL FUND REVENUE	502,869.00	810,305.00	1,009,350.00	199,045.00	80.3

CENTERVILLE CITY CORPORATION
EXPENDITURES WITH COMPARISON TO BUDGET
FOR THE 12 MONTHS ENDING JUNE 30, 2018

PARK FUND

		PERIOD ACTUAL	YTD ACTUAL	BUDGET	UNEXPENDED	PCNT
	<u>EXPENDITURES</u>					
45-4000-760.0	COMMUNITY PARK-PHASE II	237.60	467,767.79	470,000.00	2,232.21	99.5
45-4000-762.0	COMMUNITY PARK EXPANSION PH3	343,698.59	532,932.47	589,350.00	56,417.53	90.4
	TOTAL EXPENDITURES	343,936.19	1,000,700.26	1,059,350.00	58,649.74	94.5
	TOTAL FUND EXPENDITURES	343,936.19	1,000,700.26	1,059,350.00	58,649.74	94.5
	NET REVENUE OVER EXPENDITURES	158,932.81	(190,395.26)	(50,000.00)	140,395.26	(380.8)

CENTERVILLE CITY CORPORATION

BALANCE SHEET

JUNE 30, 2018

TRANSPORTATION FUND

ASSETS

48-11100000	CASH - COMBINED FUND	1,462,517.63	
48-13170000	TAX RECEIVABLE	168,181.55	
	TOTAL ASSETS		1,630,699.18

LIABILITIES AND EQUITYLIABILITIES

48-21310000	ACCOUNTS PAYABLE	91,644.42	
	TOTAL LIABILITIES		91,644.42

FUND EQUITY

48-28500000	RESTRICTED FUND BALANCE	737,549.22	
	UNAPPROPRIATED FUND BALANCE:		
48-29510000	FUND BALANCE - PREVIOUS YEAR	214,795.30	
	REVENUE OVER EXPENDITURES - YTD	586,710.24	
	BALANCE - CURRENT DATE	801,505.54	
	TOTAL FUND EQUITY		1,539,054.76
	TOTAL LIABILITIES AND EQUITY		1,630,699.18

CENTERVILLE CITY CORPORATION
REVENUES WITH COMPARISON TO BUDGET
FOR THE 12 MONTHS ENDING JUNE 30, 2018

TRANSPORTATION FUND

		PERIOD ACTUAL	YTD ACTUAL	BUDGET	UNEARNED	PCNT
	<u>TAXES</u>					
48-31-300000	SALES TAX	24,278.61	318,606.64	315,000.00	(3,606.64)	101.1
	TOTAL TAXES	24,278.61	318,606.64	315,000.00	(3,606.64)	101.1
	<u>STATE REVENUE</u>					
48-33-430000	CLASS C ROADS	.00	616,132.13	650,000.00	33,867.87	94.8
	TOTAL STATE REVENUE	.00	616,132.13	650,000.00	33,867.87	94.8
	<u>TRANSFERS</u>					
48-34-800000	TRANSFER- GENERAL FUND	34,632.67	415,592.02	415,592.00	(.02)	100.0
	TOTAL TRANSFERS	34,632.67	415,592.02	415,592.00	(.02)	100.0
	<u>MISC. REVENUE</u>					
48-36-100000	INTEREST	2,064.26	13,995.44	1,000.00	(12,995.44)	1399.5
	TOTAL MISC. REVENUE	2,064.26	13,995.44	1,000.00	(12,995.44)	1399.5
	<u>CONTRIBUTIONS</u>					
48-38-450000	CONTRIBUTIONS	.00	49,732.99	49,733.00	.01	100.0
	TOTAL CONTRIBUTIONS	.00	49,732.99	49,733.00	.01	100.0
	TOTAL FUND REVENUE	60,975.54	1,414,059.22	1,431,325.00	17,265.78	98.8

CENTERVILLE CITY CORPORATION
EXPENDITURES WITH COMPARISON TO BUDGET
FOR THE 12 MONTHS ENDING JUNE 30, 2018

TRANSPORTATION FUND

		PERIOD ACTUAL	YTD ACTUAL	BUDGET	UNEXPENDED	PCNT
	<u>CAPITAL PROJECTS</u>					
48-4000-316.0	ENGINEERING - GENERAL	8,152.50	11,460.00	.00	(11,460.00)	.0
48-4000-710.0	CAPITAL PROJECTS	.00	.00	1,344,102.00	1,344,102.00	.0
48-4000-720.0	*1250 WEST (QUESTAR)*	.00	2,047.50	.00	(2,047.50)	.0
48-4000-725.0	*PARRISH LANE SIDEWALK*	.00	262.50	.00	(262.50)	.0
48-4000-735.0	"1250 WEST SIDEWALK PROJECT"	13,447.98	15,757.98	.00	(15,757.98)	.0
48-4000-740.0	FRONTAGE ROAD BIKE LN PROJECT	.00	87,222.50	87,223.00	.50	100.0
48-4000-750.0	FRONTAGE ROAD OVERLAY	3,152.50	46,857.70	.00	(46,857.70)	.0
48-4000-760.0	JENNINGS LANE - 130 E TO 150 E	367.50	735.00	.00	(735.00)	.0
	TOTAL CAPITAL PROJECTS	25,120.48	164,343.18	1,431,325.00	1,266,981.82	11.5
	<u>ANNUAL PROJECTS</u>					
48-5000-710.0	*2017 STREET & SLURRY*	.00	540,589.77	.00	(540,589.77)	.0
48-5000-720.0	2018 STREET AND SLURRY	89,767.56	122,416.03	.00	(122,416.03)	.0
	TOTAL ANNUAL PROJECTS	89,767.56	663,005.80	.00	(663,005.80)	.0
	TOTAL FUND EXPENDITURES	114,888.04	827,348.98	1,431,325.00	603,976.02	57.8
	NET REVENUE OVER EXPENDITURES	(53,912.50)	586,710.24	.00	(586,710.24)	.0

CENTERVILLE CITY CORPORATION

BALANCE SHEET

JUNE 30, 2018

UTOPIA PROJECT FUND

ASSETS

49-11100000	CASH - COMBINED FUND	3.89	
49-13190000	ACCOUNTS RECEIVABLE-UTOPIA	2,062,716.00	
	TOTAL ASSETS		2,062,719.89

LIABILITIES AND EQUITYLIABILITIES

49-23370000	DEFERRED REVENUE-UTOPIA	2,062,716.00	
	TOTAL LIABILITIES		2,062,716.00

FUND EQUITY

	UNAPPROPRIATED FUND BALANCE:		
49-29510000	FUND BALANCE - PREVIOUS YEAR	2.91	
	REVENUE OVER EXPENDITURES - YTD	.98	
	BALANCE - CURRENT DATE	3.89	
	TOTAL FUND EQUITY		3.89
	TOTAL LIABILITIES AND EQUITY		2,062,719.89

CENTERVILLE CITY CORPORATION
REVENUES WITH COMPARISON TO BUDGET
FOR THE 12 MONTHS ENDING JUNE 30, 2018

UTOPIA PROJECT FUND

		<u>PERIOD ACTUAL</u>	<u>YTD ACTUAL</u>	<u>BUDGET</u>	<u>UNEARNED</u>	<u>PCNT</u>
	<u>TRANSFERS</u>					
49-34-800000	TRANSFER IN - GENERAL FUND	36,480.00	280,293.00	280,112.00	(181.00)	100.1
49-34-850000	TRANSFER IN - TAX INCREMENT	3,101.36	192,707.00	192,707.00	.00	100.0
		<u>39,581.36</u>	<u>473,000.00</u>	<u>472,819.00</u>	<u>(181.00)</u>	<u>100.0</u>
	TOTAL TRANSFERS					
		<u>39,581.36</u>	<u>473,000.00</u>	<u>472,819.00</u>	<u>(181.00)</u>	<u>100.0</u>
	TOTAL FUND REVENUE	<u>39,581.36</u>	<u>473,000.00</u>	<u>472,819.00</u>	<u>(181.00)</u>	<u>100.0</u>

CENTERVILLE CITY CORPORATION
EXPENDITURES WITH COMPARISON TO BUDGET
FOR THE 12 MONTHS ENDING JUNE 30, 2018

UTOPIA PROJECT FUND

		PERIOD ACTUAL	YTD ACTUAL	BUDGET	UNEXPENDED	PCNT
	<u>EXPENDITURES</u>					
49-4000-800.0	PLEDGE PAYMENTS	40,138.02	472,999.02	472,819.00	(180.02)	100.0
	TOTAL EXPENDITURES	40,138.02	472,999.02	472,819.00	(180.02)	100.0
	TOTAL FUND EXPENDITURES	40,138.02	472,999.02	472,819.00	(180.02)	100.0
	NET REVENUE OVER EXPENDITURES	(556.66)	.98	.00	(.98)	.0

CENTERVILLE CITY CORPORATION

BALANCE SHEET

JUNE 30, 2018

WATER FUND

ASSETS

51-11100000	CASH - COMBINED FUND	296,814.16	
51-11510000	CASH W/FISCAL AGENTS/WTR LOANS	3.19	
51-11820000	INVESTMENT IN WATER STOCK	48,616.66	
51-13100000	ACCOUNTS RECIEVABLE - UNBILLED	63,103.73	
51-13110000	ACCOUNTS RECEIVABLE	388,369.86	
51-13120000	ALLOWANCE FOR BAD DEBT	(21,853.22)	
51-15460000	DEFERRED OUTFLOWS-PENSIONS	120,478.00	
51-15500000	WATER INVENTORY	304,314.61	
51-15610000	PREPAID WATER	45,852.52	
51-16300000	WORK IN PROGRESS	92,305.98	
51-16310000	RESERVOIRS	984,856.84	
51-16320000	ALLOWANCE DEPREC./RESERVIOIRS	(784,214.35)	
51-16330000	WATER DISTRIBUTION SYSTEMS	4,106,063.98	
51-16340000	ALLOWANCE DEPREC./WATERLINES	(2,978,076.87)	
51-16350000	BUILDINGS & WELLS	3,424,195.91	
51-16360000	ALLOW. DEPREC./LAND/BLDGS/WELL	(997,802.79)	
51-16390000	WATERLINE SYSTEMS	10,702,078.81	
51-16400000	ALLOWANCE DEPREC./WTRLN SYSTM	(1,763,124.87)	
51-16510000	MACHINERY	661,146.85	
51-16520000	ALLOWANCE DEPREC./MACHINERY	(516,499.45)	
51-16530000	LAND	236,908.84	
TOTAL ASSETS			14,413,538.39

LIABILITIES AND EQUITYLIABILITIES

51-21310000	ACCOUNTS PAYABLE	27,379.42	
51-21330000	BOND PAYABLE	1,803,000.00	
51-21341000	ACCRUED INTEREST	17,666.03	
51-21350000	ACCRUED PAYROLL	11,390.40	
51-21351000	ACCRUED ABSENCES	56,674.81	
51-23400000	DEFERRED INFLOWS-PENSIONS	29,038.00	
51-24210000	DUE TO OTHER FUNDS	24,669.35	
51-25410000	UNAMORTIZED BOND PREMIUM	138,910.19	
51-25420000	DEFERRED LOSS FROM BOND DEF	(15,044.11)	
51-25450000	NET PENSION LIABILITY	212,317.00	
TOTAL LIABILITIES			2,306,001.09

FUND EQUITY

UNAPPROPRIATED FUND BALANCE:			
51-29510000	PRIOR UNRESTRICTED/BALANCE	12,124,318.23	
	REVENUE OVER EXPENDITURES - YTD	(16,780.93)	
BALANCE - CURRENT DATE			12,107,537.30
TOTAL FUND EQUITY			12,107,537.30

CENTERVILLE CITY CORPORATION

BALANCE SHEET

JUNE 30, 2018

WATER FUND

TOTAL LIABILITIES AND EQUITY

14,413,538.39

CENTERVILLE CITY CORPORATION
REVENUES WITH COMPARISON TO BUDGET
FOR THE 12 MONTHS ENDING JUNE 30, 2018

WATER FUND

		PERIOD ACTUAL	YTD ACTUAL	BUDGET	UNEARNED	PCNT
	<u>CHARGES FOR SERVICES</u>					
51-34-400000	WATER IMPACT FEE	17,230.00	100,058.00	75,000.00	(25,058.00)	133.4
51-34-450000	WTRLN CONST.FEES/NEW SUBS(CON)	11,422.69	343,470.96	59,000.00	(284,470.96)	582.2
	TOTAL CHARGES FOR SERVICES	28,652.69	443,528.96	134,000.00	(309,528.96)	331.0
	<u>MISCELLANEOUS REVENUE</u>					
51-36-100000	BANKING & INT./INTEREST INCOME	254.35	1,263.92	.00	(1,263.92)	.0
51-36-110000	IMPACT FEE INTEREST INCOME	.00	506.00	.00	(506.00)	.0
51-36-200000	MISCELLANEOUS	.00	119.00	.00	(119.00)	.0
	TOTAL MISCELLANEOUS REVENUE	254.35	1,888.92	.00	(1,888.92)	.0
	<u>OPERATING REVENUE</u>					
51-37-110000	WATER SALES	329,518.46	2,648,362.98	2,400,000.00	(248,362.98)	110.4
51-37-130000	WATER YOKES AND METERS	1,405.00	7,620.00	12,000.00	4,380.00	63.5
51-37-160000	HYDRANT WATER SALES	.00	2,523.20	1,500.00	(1,023.20)	168.2
51-37-200000	DELINQUENT PENALTY	1,340.74	10,879.08	12,000.00	1,120.92	90.7
51-37-300000	GAIN ON SALE OF FIXED ASSET	.00	.00	5,000.00	5,000.00	.0
	TOTAL OPERATING REVENUE	332,264.20	2,669,385.26	2,430,500.00	(238,885.26)	109.8
	<u>NON-OPERATING REVENUE</u>					
51-38-100010	SPECIAL PROJECT REVENUE	.00	13,557.90	.00	(13,557.90)	.0
	TOTAL NON-OPERATING REVENUE	.00	13,557.90	.00	(13,557.90)	.0
	TOTAL FUND REVENUE	361,171.24	3,128,361.04	2,564,500.00	(563,861.04)	122.0

CENTERVILLE CITY CORPORATION
EXPENDITURES WITH COMPARISON TO BUDGET
FOR THE 12 MONTHS ENDING JUNE 30, 2018

WATER FUND

		PERIOD ACTUAL	YTD ACTUAL	BUDGET	UNEXPENDED	PCNT
EXPENDITURES						
51-4000-110.0	SALARY AND WAGES	37,048.15	294,289.04	326,396.00	32,106.96	90.2
51-4000-111.0	OVERTIME PAY	2,361.97	15,357.77	12,000.00	(3,357.77)	128.0
51-4000-120.0	TEMPORARY & PART-TIME WAGES	1,423.34	7,592.49	20,000.00	12,407.51	38.0
51-4000-130.0	FICA	2,790.54	23,170.84	22,350.00	(820.84)	103.7
51-4000-131.0	RETIREMENT	6,303.68	51,597.25	50,265.00	(1,332.25)	102.7
51-4000-132.0	MEDICAL INSURANCE	5,573.94	63,112.75	79,100.00	15,987.25	79.8
51-4000-134.0	LONG TERM DISABILITY	160.11	1,333.38	1,560.00	226.62	85.5
51-4000-135.0	WORKERS COMPENSATION	767.05	6,426.74	6,804.00	377.26	94.5
51-4000-142.0	UNIFORM ALLOWANCE	34.65	328.02	300.00	(28.02)	109.3
51-4000-200.0	UNIFORM PURCHASE	.00	2,356.74	2,300.00	(56.74)	102.5
51-4000-205.0	BANK PROCESSING CHARGES-XPRESS	1,949.40	20,546.85	20,000.00	(546.85)	102.7
51-4000-210.0	BOOKS - MEMBERSHIPS	.00	188.00	200.00	12.00	94.0
51-4000-211.0	MEMBERSHIPS	.00	2,218.00	2,300.00	82.00	96.4
51-4000-220.0	PUBLIC NOTICES	.00	.00	500.00	500.00	.0
51-4000-240.0	OFFICE SUPPLIES	707.17	1,333.82	1,200.00	(133.82)	111.2
51-4000-241.0	PRINTING	1,042.18	6,454.66	5,500.00	(954.66)	117.4
51-4000-242.0	POSTAGE	1,850.67	11,510.23	12,500.00	989.77	92.1
51-4000-250.0	VEHICLE MAINT & SUPPLIES	1,234.41	19,984.07	15,000.00	(4,984.07)	133.2
51-4000-260.0	EQUIP MAINT & SUPPLIES	.00	805.55	.00	(805.55)	.0
51-4000-261.0	EQUIPMENT MAINTENANCE - RADIO	.00	500.00	500.00	.00	100.0
51-4000-263.0	EQUIPMENT MAINTENANCE - OFFICE	490.82	490.82	500.00	9.18	98.2
51-4000-265.0	FIRE EXTINGUISHER SUPPLES	.00	324.81	400.00	75.19	81.2
51-4000-266.0	METER READING MAINTENANCE	.00	2,575.00	2,000.00	(575.00)	128.8
51-4000-275.0	UTILITIES - PUMPS AND WELLS	5,202.93	49,559.82	62,000.00	12,440.18	79.9
51-4000-280.0	AIR TIME	237.30	1,624.83	2,560.00	935.17	63.5
51-4000-286.0	TELEMETERING	9,726.17	22,260.87	17,000.00	(5,260.87)	131.0
51-4000-290.0	GASOLINE & DIESEL SERVICES	1,812.88	12,715.09	14,000.00	1,284.91	90.8
51-4000-310.0	PROFESSIONAL SERVICES	.00	3,350.00	5,000.00	1,650.00	67.0
51-4000-314.0	COMPUTER SUPPORT	381.50	4,837.34	5,200.00	362.66	93.0
51-4000-316.0	ENGINEER	157.50	4,309.21	20,000.00	15,690.79	21.6
51-4000-330.0	EDUCATION AND TRAINING	674.00	8,649.24	9,500.00	850.76	91.0
51-4000-340.0	CERTIFICATIONS - EXAMS	.00	795.00	1,000.00	205.00	79.5
51-4000-478.0	COMMERCIAL WATER METERS	.00	4,000.00	4,000.00	.00	100.0
51-4000-479.0	HAULING CONSTRUCTION MATERIAL	.00	312.31	3,000.00	2,687.69	10.4
51-4000-480.0	MISC SUPPLIES	1,937.99	31,232.10	35,000.00	3,767.90	89.2
51-4000-481.0	METER REPAIRS	.00	8,515.40	8,000.00	(515.40)	106.4
51-4000-482.0	RELOCATE CONNECTIONS	.00	460.19	500.00	39.81	92.0
51-4000-484.0	WATER MAINS SUPPLIES	3,113.48	37,436.70	37,000.00	(436.70)	101.2
51-4000-485.0	BLUE STAKES	671.58	4,906.99	4,200.00	(706.99)	116.8
51-4000-486.0	ASPHALT	.00	4,778.26	4,000.00	(778.26)	119.5
51-4000-487.0	ROADBASE	.00	2,669.82	4,000.00	1,330.18	66.8
51-4000-488.0	SAND	873.66	873.66	2,000.00	1,126.34	43.7
51-4000-489.0	CHLORINE	1,447.13	10,527.02	9,500.00	(1,027.02)	110.8
51-4000-490.0	WEBER BASIN PURCHASES	7,642.08	88,394.97	91,705.00	3,310.03	96.4
51-4000-491.0	INSTALL LATERALS	1,040.35	1,040.35	5,000.00	3,959.65	20.8
51-4000-492.0	FLOURIDATION	2,055.89	27,126.25	35,000.00	7,873.75	77.5
51-4000-493.0	NEW METERS	2,019.00	18,261.49	19,000.00	738.51	96.1
51-4000-495.0	WATER RIGHTS	360.00	990.00	1,000.00	10.00	99.0
51-4000-511.0	INSURANCE - LIABILITY	.00	16,801.54	25,000.00	8,198.46	67.2
51-4000-512.0	INSURANCE - AUTO LIAB.	.00	261.00	3,500.00	3,239.00	7.5
51-4000-513.0	INSURANCE - WELLS & PUMPS	.00	1,497.00	5,500.00	4,003.00	27.2
51-4000-621.0	WATER TESTING	300.00	7,475.40	18,000.00	10,524.60	41.5

CENTERVILLE CITY CORPORATION
EXPENDITURES WITH COMPARISON TO BUDGET
FOR THE 12 MONTHS ENDING JUNE 30, 2018

WATER FUND

	PERIOD ACTUAL	YTD ACTUAL	BUDGET	UNEXPENDED	PCNT
51-4000-630.0 UNCOLLECTABLE ACCOUNTS	.00	.00	1,000.00	1,000.00	.0
51-4000-640.0 GENERAL FUND ADMIN. SERVICE	35,416.67	425,000.03	425,000.00	(.03)	100.0
51-4000-810.0 SERIES 2012 REVENUE BONDS	.00	197,388.88	198,000.00	611.12	99.7
51-4000-910.0 DEPRECIATION EXPENSE	35,703.91	428,446.94	350,000.00	(78,446.94)	122.4
TOTAL EXPENDITURES	174,512.10	1,958,994.53	2,006,840.00	47,845.47	97.6
CAPITAL EQUIPMENT/PROJECTS					
51-5154-740.0 CAPITAL EQUIPMENT	3,661.60	124,093.68	134,650.00	10,556.32	92.2
51-5154-750.0 CAPITAL PROJECTS	5,134.13	48,597.53	733,000.00	684,402.47	6.6
51-5154-753.0 *SERVICE INSTALLATIONS*	.00	3,502.34	.00	(3,502.34)	.0
51-5154-756.0 *CITY HALL PUMPHOUSE*	.00	210.00	.00	(210.00)	.0
51-5154-760.0 ANNUAL MISC WATER PROJECT	10,152.98	36,931.51	.00	(36,931.51)	.0
TOTAL CAPITAL EQUIPMENT/PROJECTS	18,948.71	213,335.06	867,650.00	654,314.94	24.6
WATER CAPITAL IMPROVEMENT PROJ					
51-5500-766.0 *MAIN - 600 S. TO PAGES*	.00	95,449.35	.00	(95,449.35)	.0
TOTAL WATER CAPITAL IMPROVEMENT PROJ	.00	95,449.35	.00	(95,449.35)	.0
WATER LINE PROJECTS					
51-5510-750.0 *CHASE LANE - BORE I-15*	.00	562.50	.00	(562.50)	.0
51-5510-900.0 *PROJECT DESIGN/ENGINEERING*	369.54	5,574.64	.00	(5,574.64)	.0
TOTAL WATER LINE PROJECTS	369.54	6,137.14	.00	(6,137.14)	.0
WATER PROJECTS					
51-5520-767.0 *PARK HILLS PUMP STATION*	.00	166.28	.00	(166.28)	.0
51-5520-769.0 *CHASE LANE PRV*	.00	98,285.61	.00	(98,285.61)	.0
TOTAL WATER PROJECTS	.00	98,451.89	.00	(98,451.89)	.0
SUBDIVISION WATERLINE PROJECTS					
51-5600-205.0 "MISC. SMALL PROJECTS"	1,562.72	89,359.22	.00	(89,359.22)	.0
51-5600-790.0 *CHITOSE/JOHNSON WATER LINE*	.00	11,664.95	.00	(11,664.95)	.0
51-5600-793.0 "PARRISH CREEK WATERLINE"	.00	221.68	.00	(221.68)	.0
51-5600-794.0 RIGBY COURT SUBD - WATERLINE	.00	9,213.45	.00	(9,213.45)	.0
TOTAL SUBDIVISION WATERLINE PROJECTS	1,562.72	110,459.30	.00	(110,459.30)	.0

CENTERVILLE CITY CORPORATION
EXPENDITURES WITH COMPARISON TO BUDGET
FOR THE 12 MONTHS ENDING JUNE 30, 2018

WATER FUND

	PERIOD ACTUAL	YTD ACTUAL	BUDGET	UNEXPENDED	PCNT
TOTAL FUND EXPENDITURES	195,393.07	2,482,827.27	2,874,490.00	391,662.73	86.4
NET REVENUE OVER EXPENDITURES	165,778.17	645,533.77	(309,990.00)	(955,523.77)	208.2

CENTERVILLE CITY CORPORATION

BALANCE SHEET

JUNE 30, 2018

SANITATION FUND

ASSETS

52-11100000	CASH - COMBINED FUND	12,884.11	
52-13120000	ALLOWANCE FOR UNCOLLECTIBLE AC	(6,000.00)	
52-13140000	ACCOUNTS RECEIVABLE - GARBAGE	71,315.67	
52-13150000	ACCOUNTS RECEIVABLE - RECYCLE	17,527.32	
52-13160000	ACCOUNTS RECEIVABLE GREEN WAST	10,759.85	
	TOTAL ASSETS		106,486.95

LIABILITIES AND EQUITYLIABILITIES

52-21310000	ACCOUNTS PAY/SANITATION FUND	70,030.02	
	TOTAL LIABILITIES		70,030.02

FUND EQUITY

	UNAPPROPRIATED FUND BALANCE:		
52-29510000	FUND BALANCE - PREVIOUS YEAR	(30,221.85)	
	REVENUE OVER EXPENDITURES - YTD	66,678.78	
	BALANCE - CURRENT DATE	36,456.93	
	TOTAL FUND EQUITY		36,456.93
	TOTAL LIABILITIES AND EQUITY		106,486.95

CENTERVILLE CITY CORPORATION
REVENUES WITH COMPARISON TO BUDGET
FOR THE 12 MONTHS ENDING JUNE 30, 2018

SANITATION FUND

		PERIOD ACTUAL	YTD ACTUAL	BUDGET	UNEARNED	PCNT
	<u>MISCELLANEOUS REVENUE</u>					
52-36-100000	INTEREST INCOME	9.27	58.26	500.00	441.74	11.7
52-36-200000	FALL CLEANUP REVENUE	.00	540.00	500.00	(40.00)	108.0
	<u>TOTAL MISCELLANEOUS REVENUE</u>	<u>9.27</u>	<u>598.26</u>	<u>1,000.00</u>	<u>401.74</u>	<u>59.8</u>
	<u>OPERATING REVENUE</u>					
52-37-100000	REFUSE COLLECTION CHARGES	57,938.32	705,332.35	700,000.00	(5,332.35)	100.8
52-37-200000	RECYCLING REVENUES	14,957.77	181,594.81	176,000.00	(5,594.81)	103.2
52-37-250000	GREEN WASTE CHARGES	9,437.60	112,526.39	106,750.00	(5,776.39)	105.4
52-37-300000	CONTAINER ADVANCE LEASE PAYMT	778.00	5,384.00	10,000.00	4,616.00	53.8
	<u>TOTAL OPERATING REVENUE</u>	<u>83,111.69</u>	<u>1,004,837.55</u>	<u>992,750.00</u>	<u>(12,087.55)</u>	<u>101.2</u>
	<u>TOTAL FUND REVENUE</u>	<u>83,120.96</u>	<u>1,005,435.81</u>	<u>993,750.00</u>	<u>(11,685.81)</u>	<u>101.2</u>

CENTERVILLE CITY CORPORATION
EXPENDITURES WITH COMPARISON TO BUDGET
FOR THE 12 MONTHS ENDING JUNE 30, 2018

SANITATION FUND

	PERIOD ACTUAL	YTD ACTUAL	BUDGET	UNEXPENDED	PCNT
<u>EXPENDITURES</u>					
52-4000-205.0 BANKING & INV/INTEREST EXPENSE	417.00	5,002.50	5,000.00	(2.50)	100.1
52-4000-241.0 PRINTING	521.08	3,262.84	2,500.00	(762.84)	130.5
52-4000-242.0 POSTAGE	913.59	5,434.24	5,500.00	65.76	98.8
52-4000-314.0 COMPUTER SUPPORT	381.50	4,837.34	5,200.00	362.66	93.0
52-4000-320.0 GREEN WASTE COLLECTION	10,647.14	63,143.57	48,000.00	(15,143.57)	131.6
52-4000-321.0 COLLECTION	21,302.07	253,679.11	250,000.00	(3,679.11)	101.5
52-4000-322.0 DISPOSAL & TIPPING FEES	28,673.60	343,703.20	303,000.00	(40,703.20)	113.4
52-4000-324.0 RECYCLING COLLECTION	14,701.12	159,679.88	174,000.00	14,320.12	91.8
52-4000-325.0 GREEN WASTE DISPOSAL	(5,100.00)	.00	31,000.00	31,000.00	.0
52-4000-480.0 MISC SUPPLIES	.00	.00	100.00	100.00	.0
52-4000-485.0 FLYER POSTAGE/FALL/SPG PICKUP	.00	.00	500.00	500.00	.0
52-4000-486.0 SPRING CLEAN-UP	.00	3,307.20	30,000.00	26,692.80	11.0
52-4000-510.0 GENERAL LIABILITY INSURANCE	.00	4,412.00	9,000.00	4,588.00	49.0
52-4000-640.0 GF ADMIN SERVICES	7,004.17	84,050.03	84,050.00	(.03)	100.0
52-4000-745.0 CAPITAL EQUIPMENT	.00	.00	2,400.00	2,400.00	.0
52-4000-750.0 CONTAINERS	.00	8,245.12	10,000.00	1,754.88	82.5
TOTAL EXPENDITURES	79,461.27	938,757.03	960,250.00	21,492.97	97.8
TOTAL FUND EXPENDITURES	79,461.27	938,757.03	960,250.00	21,492.97	97.8
NET REVENUE OVER EXPENDITURES	3,659.69	66,678.78	33,500.00	(33,178.78)	199.0

CENTERVILLE CITY CORPORATION

BALANCE SHEET

JUNE 30, 2018

DRAINAGE UTILITY

ASSETS

53-11100000	CASH - COMBINED FUND	1,420,927.93	
53-13120000	ALLOWANCE FOR UNCOLLECTABLE	(6,000.00)	
53-13140000	ACCOUNTS RECIEVABLE	123,326.80	
53-15460000	DEFERRED OUTFLOWS-PENSIONS	29,872.00	
53-16360000	ACCUMULATED DEPRECIATION	(1,018,574.90)	
53-16510000	ASSETS	152,337.56	
53-16520000	SUB DRAIN	2,046,416.46	
53-16530000	STORM DRAINS	2,619,892.24	
53-16540000	WORK IN PROGRESS	420,727.49	
TOTAL ASSETS			5,788,925.58

LIABILITIES AND EQUITYLIABILITIES

53-21310000	ACCOUNTS PAYABLE	93,047.96	
53-21320000	BONDS PAYABLE	522,000.00	
53-21321000	ACCRUED INTEREST ON BOND	5,113.14	
53-21350000	ACCRUED PAYROLL	2,003.20	
53-21351000	ACCRUED ABSENCES	16,136.02	
53-23400000	DEFERRED INFLOWS-PENSIONS	5,750.00	
53-25410000	UNAMORTIZED BOND PREMIUM	45,163.66	
53-25420000	DEFERRED LOSS FROM BOND DEF	(2,464.15)	
53-25450000	NET PENSION LIABILITY	42,044.00	
TOTAL LIABILITIES			728,793.83

FUND EQUITY

53-28500000	RESTRICTED NET POSITION	39,750.00	
UNAPPROPRIATED FUND BALANCE:			
53-29510000	FUND BALANCE - PREVIOUS YEAR	4,519,987.51	
	REVENUE OVER EXPENDITURES - YTD	500,394.24	
BALANCE - CURRENT DATE		5,020,381.75	
TOTAL FUND EQUITY			5,060,131.75
TOTAL LIABILITIES AND EQUITY			5,788,925.58

CENTERVILLE CITY CORPORATION
REVENUES WITH COMPARISON TO BUDGET
FOR THE 12 MONTHS ENDING JUNE 30, 2018

DRAINAGE UTILITY

		PERIOD ACTUAL	YTD ACTUAL	BUDGET	UNEARNED	PCNT
	<u>CHARGES FOR SERVICES</u>					
53-34-400000	DRAINAGE IMPACT FEE	.00	85,040.68	90,000.00	4,959.32	94.5
	TOTAL CHARGES FOR SERVICES	.00	85,040.68	90,000.00	4,959.32	94.5
	<u>MISCELLANEOUS REVENUE</u>					
53-36-100000	INTEREST INCOME	1,753.16	11,863.76	1,500.00	(10,363.76)	790.9
53-36-101000	IMPACT FEE INTEREST INCOME	163.00	1,219.00	1,200.00	(19.00)	101.6
53-36-400000	TRANSFER FROM OTHER FUNDS	.00	1,102.08	1,102.00	(.08)	100.0
	TOTAL MISCELLANEOUS REVENUE	1,916.16	14,184.84	3,802.00	(10,382.84)	373.1
	<u>OPERATING REVENUE</u>					
53-37-100000	DRAINAGE CHARGES	62,979.89	801,717.67	800,000.00	(1,717.67)	100.2
53-37-300000	SUB DRAIN FEES	38,047.08	456,553.51	445,000.00	(11,553.51)	102.6
	TOTAL OPERATING REVENUE	101,026.97	1,258,271.18	1,245,000.00	(13,271.18)	101.1
	TOTAL FUND REVENUE	102,943.13	1,357,496.70	1,338,802.00	(18,694.70)	101.4

CENTERVILLE CITY CORPORATION
EXPENDITURES WITH COMPARISON TO BUDGET
FOR THE 12 MONTHS ENDING JUNE 30, 2018

DRAINAGE UTILITY

		PERIOD ACTUAL	YTD ACTUAL	BUDGET	UNEXPENDED	PCNT
<u>EXPENDITURES</u>						
53-4000-110.0	SALARY & WAGES	6,561.52	58,133.03	52,083.00	(6,050.03)	111.6
53-4000-111.0	OVERTIME PAY	.00	.00	500.00	500.00	.0
53-4000-130.0	FICA	455.28	4,312.97	4,023.00	(289.97)	107.2
53-4000-131.0	RETIREMENT	1,109.97	10,582.85	9,713.00	(869.85)	109.0
53-4000-132.0	MEDICAL INSURANCE	1,357.57	16,290.84	16,400.00	109.16	99.3
53-4000-134.0	LONG TERM DISABILITY	27.03	257.73	316.00	58.27	81.6
53-4000-135.0	WORKERS COMPENSATION	124.38	1,186.51	1,575.00	388.49	75.3
53-4000-200.0	UNIFORM PURCHASE	.00	646.58	400.00	(246.58)	161.7
53-4000-205.0	BANKING & INV/INTEREST EXPENSE	417.00	5,002.00	5,000.00	(2.00)	100.0
53-4000-220.0	PUBLIC NOTICES	.00	122.27	200.00	77.73	61.1
53-4000-240.0	OFFICE SUPPLIES	308.13	436.62	300.00	(136.62)	145.5
53-4000-241.0	PRINTING	260.27	3,002.03	2,500.00	(502.03)	120.1
53-4000-242.0	POSTAGE	913.59	5,434.24	5,500.00	65.76	98.8
53-4000-250.0	VEHICLE MAINTENANCE	66.72	769.00	1,000.00	231.00	76.9
53-4000-270.0	WEBER BASIN WATER	.00	2,760.51	2,600.00	(160.51)	106.2
53-4000-280.0	TELEPHONE - AIR TIME	.00	.00	300.00	300.00	.0
53-4000-286.0	TELEMETERING	.00	.00	1,500.00	1,500.00	.0
53-4000-290.0	GASOLINE	109.60	1,227.70	1,500.00	272.30	81.9
53-4000-310.0	PROFESSIONAL SERVICES	.00	570.26	5,200.00	4,629.74	11.0
53-4000-314.0	COMPUTER SUPPORT	381.50	4,212.29	3,700.00	(512.29)	113.9
53-4000-316.0	ENGINEERING	525.00	5,780.00	15,000.00	9,220.00	38.5
53-4000-322.0	DAVIS COUNTY STORM WATER	.00	4,247.00	4,500.00	253.00	94.4
53-4000-330.0	EDUCATION & TRAINING	.00	390.54	1,500.00	1,109.46	26.0
53-4000-352.0	FRONTAGE ROAD SWALE	4,583.33	54,999.97	55,000.00	.03	100.0
53-4000-353.0	STREET SWEEPING	6,167.79	11,377.56	22,000.00	10,622.44	51.7
53-4000-371.0	UTILITIES-FRONTAGE ROAD PUMP	751.40	1,055.01	2,900.00	1,844.99	36.4
53-4000-375.0	CONTRACT MAINTENANCE	67,987.68	140,833.96	140,000.00	(833.96)	100.6
53-4000-480.0	MISC SUPPLIES	750.97	6,019.80	6,000.00	(19.80)	100.3
53-4000-510.0	GENERAL LIABILITY INSURANCE	.00	21,000.00	21,000.00	.00	100.0
53-4000-515.0	LIABILITY RESERVE	.00	994.90	5,000.00	4,005.10	19.9
53-4000-640.0	GF ADMINISTRATIVE SERVICES	13,750.00	165,000.00	165,000.00	.00	100.0
53-4000-740.0	DEBT SERVICE	.00	57,650.72	56,000.00	(1,650.72)	103.0
53-4000-745.0	CAPITAL EQUIPMENT	10,201.00	10,201.00	8,000.00	(2,201.00)	127.5
53-4000-750.0	MISC. PROJECTS	15,563.33	90,156.69	630,290.00	540,133.31	14.3
53-4000-900.0	DEPRECIATION EXPENSE	8,257.58	99,090.97	85,000.00	(14,090.97)	116.6
	TOTAL EXPENDITURES	140,630.64	783,745.55	1,331,500.00	547,754.45	58.9
<u>DRAINAGE IMPROVEMENT PROJECTS</u>						
53-5000-356.0	* FRONTAGE ROAD CULVERTS*	.00	32,958.76	.00	(32,958.76)	.0
53-5000-358.0	FRONTAGE ROAD OVERFLOW BYPASS	26,480.40	26,480.40	.00	(26,480.40)	.0
53-5000-359.0	D&RG CULVERT REPLACEMENTS	7,887.75	7,887.75	.00	(7,887.75)	.0
	TOTAL DRAINAGE IMPROVEMENT PROJECTS	34,368.15	67,326.91	.00	(67,326.91)	.0
	TOTAL FUND EXPENDITURES	174,998.79	851,072.46	1,331,500.00	480,427.54	63.9

CENTERVILLE CITY CORPORATION
EXPENDITURES WITH COMPARISON TO BUDGET
FOR THE 12 MONTHS ENDING JUNE 30, 2018

DRAINAGE UTILITY

	PERIOD ACTUAL	YTD ACTUAL	BUDGET	UNEXPENDED	PCNT
NET REVENUE OVER EXPENDITURES	(72,055.66)	506,424.24	7,302.00	(499,122.24)	6935.4

CENTERVILLE CITY CORPORATION

BALANCE SHEET

JUNE 30, 2018

TELECOMMUNICATION FUND

ASSETS

54-11100000	CASH - COMBINED FUND	248.97	
54-11220000	NOTES RECEIVABLE-CENTERVILLE	1,310,570.81	
54-13140000	ACCOUNTS RECEIVABLE	16,614.47	
	TOTAL ASSETS		1,327,434.25

LIABILITIES AND EQUITYLIABILITIES

54-21210000	UIA NOTES PAYABLE-ST	97,424.01	
54-21220000	UIA NOTES PAYABLE-LT	1,213,146.80	
	TOTAL LIABILITIES		1,310,570.81

FUND EQUITY

	UNAPPROPRIATED FUND BALANCE:		
54-29510000	FUND BALANCE - PREVIOUS YEAR	13,477.49	
	REVENUE OVER EXPENDITURES - YTD	3,385.95	
	BALANCE - CURRENT DATE	16,863.44	
	TOTAL FUND EQUITY		16,863.44
	TOTAL LIABILITIES AND EQUITY		1,327,434.25

CENTERVILLE CITY CORPORATION
REVENUES WITH COMPARISON TO BUDGET
FOR THE 12 MONTHS ENDING JUNE 30, 2018

TELECOMMUNICATION FUND

	PERIOD ACTUAL	YTD ACTUAL	BUDGET	UNEARNED	PCNT
54-36-100000 INTEREST INCOME	33.62	228.21	.00	(228.21)	.0
TOTAL SOURCE 36	33.62	228.21	.00	(228.21)	.0
 <u>CHARGES FOR SERVICES</u>					
54-37-100000 UTILITY SERVICE CHARGES	27,910.26	270,332.74	240,000.00	(30,332.74)	112.6
TOTAL CHARGES FOR SERVICES	27,910.26	270,332.74	240,000.00	(30,332.74)	112.6
 TOTAL FUND REVENUE	 27,943.88	 270,560.95	 240,000.00	 (30,560.95)	 112.7

CENTERVILLE CITY CORPORATION
EXPENDITURES WITH COMPARISON TO BUDGET
FOR THE 12 MONTHS ENDING JUNE 30, 2018

TELECOMMUNICATION FUND

		PERIOD ACTUAL	YTD ACTUAL	BUDGET	UNEXPENDED	PCNT
	<u>PROFESSIONAL SERVICES</u>					
54-4000-320.0	CONTRACT SERVICES - UIA	43,571.66	257,779.75	240,000.00	(17,779.75)	107.4
54-4000-640.0	ADMINISTRATIVE SERVICES	9,395.25	9,395.25	9,000.00	(395.25)	104.4
	TOTAL PROFESSIONAL SERVICES	52,966.91	267,175.00	249,000.00	(18,175.00)	107.3
	TOTAL FUND EXPENDITURES	52,966.91	267,175.00	249,000.00	(18,175.00)	107.3
	NET REVENUE OVER EXPENDITURES	(25,023.03)	3,385.95	(9,000.00)	(12,385.95)	37.6

CENTERVILLE CITY CORPORATION

BALANCE SHEET

JUNE 30, 2018

WHITAKER HOME TRUST FUND

ASSETS

71-11100000	CASH - COMBINED FUND	32,227.57	
71-16360000	ACCUMULATED DEPRECIATION	(2,236.63)	
71-16510000	FIXED ASSETS	23,542.00	
	TOTAL ASSETS		53,532.94

LIABILITIES AND EQUITYLIABILITIES

71-21310000	ACCOUNTS PAYABLE	1,296.71	
	TOTAL LIABILITIES		1,296.71

FUND EQUITY

	UNAPPROPRIATED FUND BALANCE:		
71-29410000	RESTRICTED FUND BALANCE	15,535.56	
71-29510000	FUND BALANCE - PREVIOUS YEAR	29,803.92	
	REVENUE OVER EXPENDITURES - YTD	6,896.75	
	BALANCE - CURRENT DATE	52,236.23	
	TOTAL FUND EQUITY		52,236.23
	TOTAL LIABILITIES AND EQUITY		53,532.94

CENTERVILLE CITY CORPORATION
REVENUES WITH COMPARISON TO BUDGET
FOR THE 12 MONTHS ENDING JUNE 30, 2018

WHITAKER HOME TRUST FUND

		PERIOD ACTUAL	YTD ACTUAL	BUDGET	UNEARNED	PCNT
	<u>CONTRIBUTIONS & GRANTS</u>					
71-33-400000	GRANTS	.00	8,564.71	8,565.00	.29	100.0
	TOTAL CONTRIBUTIONS & GRANTS	.00	8,564.71	8,565.00	.29	100.0
	<u>CHARGES FOR SERVICES</u>					
71-34-100000	GARDEN PLOT FEES	35.00	35.00	.00	(35.00)	.0
71-34-200000	BUILDING RENTAL FEES	(230.00)	400.00	.00	(400.00)	.0
71-34-300000	SECURITY DEPOSIT	(400.00)	(400.00)	.00	400.00	.0
	TOTAL CHARGES FOR SERVICES	(595.00)	35.00	.00	(35.00)	.0
	<u>MISCELLANEOUS REVENUE</u>					
71-36-100000	INTEREST EARNED	36.17	346.20	.00	(346.20)	.0
71-36-500000	EVENT REVENUE	.00	5,908.00	6,000.00	92.00	98.5
	TOTAL MISCELLANEOUS REVENUE	36.17	6,254.20	6,000.00	(254.20)	104.2
	<u>CONTRIBUTIONS & TRANSFERS</u>					
71-39-100000	CONTRIBUTIONS FR GEN FUND	3,031.33	36,375.97	36,376.00	.03	100.0
71-39-120000	CONTRIBUTION - RAP TAX	1,463.39	51,678.24	52,127.00	448.76	99.1
71-39-200000	CONTRIBUTIONS - PRIVATE	.00	327.80	.00	(327.80)	.0
71-39-250000	CONTRIBUTIONS - PROJECTS	150.00	1,800.00	1,800.00	.00	100.0
71-39-400000	BOOK DONATIONS	.00	86.25	.00	(86.25)	.0
71-39-500000	USE OF FUND BALANCE	.00	.00	4,400.00	4,400.00	.0
	TOTAL CONTRIBUTIONS & TRANSFERS	4,644.72	90,268.26	94,703.00	4,434.74	95.3
	TOTAL FUND REVENUE	4,085.89	105,122.17	109,268.00	4,145.83	96.2

CENTERVILLE CITY CORPORATION
EXPENDITURES WITH COMPARISON TO BUDGET
FOR THE 12 MONTHS ENDING JUNE 30, 2018

WHITAKER HOME TRUST FUND

		PERIOD ACTUAL	YTD ACTUAL	BUDGET	UNEXPENDED	PCNT
<u>EXPENDITURES</u>						
71-4000-120.0	PART-TIME WAGES	2,458.08	22,102.56	21,303.00	(799.56)	103.8
71-4000-130.0	FICA	188.04	1,690.82	1,630.00	(60.82)	103.7
71-4000-131.0	RETIREMENT	410.28	3,620.76	3,556.00	(64.76)	101.8
71-4000-135.0	WORKERS COMPENSATION	51.33	453.14	533.00	79.86	85.0
71-4000-270.0	UTILITIES - DEUEL CREEK	.00	.00	250.00	250.00	.0
71-4000-271.0	UTILITIES - POWER	101.39	730.09	1,150.00	419.91	63.5
71-4000-276.0	UTILITIES - GAS	17.62	768.29	800.00	31.71	96.0
71-4000-277.0	UTILITIES - SEWER	.00	60.00	60.00	.00	100.0
71-4000-310.0	RECORDING SERVICES	56.70	537.42	1,000.00	462.58	53.7
71-4000-312.0	PUBLIC RELATIONS	186.49	1,571.66	1,000.00	(571.66)	157.2
71-4000-316.0	EVENT SUPPLIES	3,747.14	6,671.42	6,000.00	(671.42)	111.2
71-4000-318.0	CUSTODIAL SERVICES	.00	.00	500.00	500.00	.0
71-4000-330.0	TRAINING & EDUCATION MATERIALS	.00	158.00	200.00	42.00	79.0
71-4000-480.0	MISCELLANEOUS	115.46	2,426.37	1,700.00	(726.37)	142.7
71-4000-482.0	BUILDING MAINT & REPAIR	384.27	1,784.12	2,200.00	415.88	81.1
71-4000-483.0	GARDEN PLOT SUPPLIES	.00	400.00	400.00	.00	100.0
71-4000-514.0	INSURANCE - PROPERTY	.00	494.00	494.00	.00	100.0
71-4000-600.0	MISC PROJECTS	.00	4,000.00	4,000.00	.00	100.0
71-4000-730.0	PARKING LOT	.00	23,925.43	24,000.00	74.57	99.7
71-4000-740.0	CAPITAL PURCHASES	806.36	806.36	1,800.00	993.64	44.8
71-4000-750.0	RESTORATION PROJECT	930.00	26,024.98	36,692.00	10,667.02	70.9
TOTAL EXPENDITURES		9,453.16	98,225.42	109,268.00	11,042.58	89.9
TOTAL FUND EXPENDITURES		9,453.16	98,225.42	109,268.00	11,042.58	89.9
NET REVENUE OVER EXPENDITURES		(5,367.27)	6,896.75	.00	(6,896.75)	.0

CENTERVILLE CITY CORPORATION

BALANCE SHEET

JUNE 30, 2018

GENERAL FIXED ASSET FUND

ASSETS

91-16110000	LAND	7,645,300.00	
91-16210000	BUILDINGS	18,627,846.92	
91-16510000	EQUIPMENT & MACHINERY	2,961,527.00	
91-16610000	AUTOS & TRUCKS	2,757,699.00	
91-16710000	CONSTRUCTION IN PROGRESS	915,423.00	
91-16910000	INFRASTRUCTURE	8,259,964.00	
91-17000000	ACCUMULATED DEPRECIATION	(9,588,048.00)	
	TOTAL ASSETS		31,579,711.92

LIABILITIES AND EQUITYFUND EQUITY

	UNAPPROPRIATED FUND BALANCE:		
91-29510000	INVESTMENT IN FIXED ASSETS	31,579,711.92	
	BALANCE - CURRENT DATE	31,579,711.92	
	TOTAL FUND EQUITY		31,579,711.92
	TOTAL LIABILITIES AND EQUITY		31,579,711.92

CENTERVILLE CITY CORPORATION

BALANCE SHEET

JUNE 30, 2018

GENERAL LONG TERM DEBT

ASSETS

95-18300000	AMOUNT PROVIDED/SALES TAX	2,160,000.00	
95-18430000	AMT PROVIDED/ACCURED ABSENCES	552,363.63	
	TOTAL ASSETS		2,712,363.63

LIABILITIES AND EQUITYLIABILITIES

95-20300000	SALES TAX BOND PAYABLE	2,160,000.00	
95-25340000	ACCRUED ABSENCES	552,363.63	
	TOTAL LIABILITIES		2,712,363.63
	TOTAL LIABILITIES AND EQUITY		2,712,363.63

CENTERVILLE

**Staff Backup Report
8/7/2018**

Item No. 7.

Short Title: Mayor's Report

Initiated By: Mayor Wilkinson

Scheduled Time: 8:35

SUBJECT

RECOMMENDATION

Mayor Wilkinson will report on matters of City interest.

BACKGROUND

CENTERVILLE

Staff Backup Report

8/7/2018

Item No. 8.

Short Title: City Manager's Report

Initiated By: City Manager

Scheduled Time: 8:45

SUBJECT

- a. Review work session/field trip calendar
- b. Update re installation of barrier fence on foothills property

RECOMMENDATION

- a. Review, confirm and establish dates for work sessions and field trips.
- b. The City Manager will report on progress made in arranging for installation of a fence barrier to contain the motorized recreation users in the "dike" area on the City's foothills property.

BACKGROUND

CENTERVILLE

Staff Backup Report

8/7/2018

Item No. 9.

Short Title: Closed meeting, if necessary, for reasons allowed by state law, including, but not limited to, the provisions of Section 52-4-205 of the Utah Open and Public Meetings Act, and for attorney-client matters that are privileged pursuant to Utah Code Ann. § 78B-1-137, as amended

Initiated By:

Scheduled Time:

SUBJECT

RECOMMENDATION

At this time staff are not aware of a need for a closed meeting, but the agenda allows for that possibility.

BACKGROUND

CENTERVILLE

**Staff Backup Report
8/7/2018**

Item No. 10.

Short Title: Possible action following closed meeting, including appointments to boards and committees

Initiated By:

Scheduled Time:

SUBJECT

RECOMMENDATION

Mayor Wilkinson may recommend appointments to City boards/committees.

BACKGROUND