

THIS AGENDA IS SUBJECT TO CHANGE WITH A MINIMUM OF 24-HOURS NOTICE



WORK STUDY
SPRINGVILLE CITY COUNCIL MEETING
FEBRUARY 14, 2017 AT 5:15 P.M.
City Multi-Purpose Room
110 South Main Street
Springville, Utah 84663

**THE SCHEDULED
CITY COUNCIL
WORK/STUDY MEETING
HAS BEEN CANCELLED
FOR
FEBRUARY 14, 2017**

The City Council will hold their next Regular Meeting on February 21, 2017

This meeting was noticed in compliance with Utah Code 52-4-202 on February 09, 2017. Agendas and minutes are accessible through the Springville City website at www.springville.org/agendasminutes. Council Meeting agendas are available through the Utah Public Meeting Notice website at <http://www.utah.gov/pmn/index.html>. Email subscriptions to Utah Public Meeting Notices are available through their website. s/s - Kim Rayburn, CMC City Recorder



**MINUTES FOR THE REGULAR MEETING
OF THE EMERGENCY PREPAREDNESS COMMITTEE
OF THE CITY OF SPRINGVILLE, UTAH
October 20, 2016
5:30 p.m.**

ATTENDANCE: (ROLL)

WELCOME:

Chief Clinton conducting.

APPROVAL OF THE MINUTES

Glenn Johns made the motion to accept the meeting minutes from September 15, 2016, Shauna Johnson seconded the motion, motion passed, minutes approved.

COMMITTEE BUSINESS

RADIO TEST: Michael Preuss reported that a NET test was held October 2, 2016. There were ten check-ins representing six sectors (3-Sector 3, 1-Sector 4, 1-Sector 5, 1-Sector 6, 2-Sector 7, 1-Sector 8, and Michael).

NET tests are held the first Sunday of the month at 6:30 p.m. on frequency 145.75.

CERT REPORT: A Mock Disaster is planned for May 12, 2017 at Merit Academy. A list was handed out of participants and CERT members.

MOCK DISASTER 2017: Date is August 26, 2017. Kolob Stake (Joe Williams) to provide the Stake Youth Group volunteers. Discussed the elements for a successful drill:

- Prior to drill meet with and prepare Block Captains and Ward Representatives, suggested March 25 for block captain training (substituted for July Date)
- Stake ROC, Radio Operators,
- Marker participation – City Wide,
- EverBridge system,
- Stake maps requested,
- Have Stakes report success,
- Standardize report format,

ADJOURNED: Glenn Johns made the motion to adjourn, Charles Cram seconded.

APPROVED 01/19/2017



**MINUTES FOR THE REGULAR MEETING
OF THE EMERGENCY PREPAREDNESS COMMITTEE
OF THE CITY OF SPRINGVILLE, UTAH
November 17, 2016
5:30 p.m.**

ATTENDANCE: (ROLL)

WELCOME:

Chief Clinton conducting.

APPROVAL OF THE MINUTES

Minutes from October have not been prepared yet, they will be available at the January meeting for approval.

COMMITTEE BUSINESS

RADIO TEST: Michael Preuss reported that a NET test was held November 6, 2016. There were fourteen check-ins representing six sectors (4-Sector 3, 4-Sector 4, 1-Sector 5, 2-Sector 6, 1-Sector 7, 1-Sector 8, and Michael).

NET tests are held the first Sunday of the month at 6:30 p.m. on frequency 145.75.

CERT REPORT: A Mock Disaster was held on November 9, 2016. They had ten graduates. Very good live wire and fire demonstrations. CERT certificates and badges will be presented to those in attendance at the December 6, 2016, City Council meeting. Next CERT class date to be determined, but possibly in February. CERT will meet to discuss the Spring CERT course date.

CERT BREAKFAST 2017: Date is for the Annual CERT Breakfast is February 11, 2017, 8:00 a.m. to 9:30 a.m. The purpose of the Breakfast is to reactivate interest from CERT members and inform and generate interest from the general public. A sign-up sheet for volunteers was passed around for cook, servers, and bussers. The supplies bought last year were about right, no major changes.

GOOD OF THE ORDER: Shauna Johnson reports that boundaries in Sector 7 have been re-aligned. They will be starting over with assignments for representatives and block captains. She is in the process of giving the Bishop names of people she recommends for block captains. It was mentioned that the Block Captains have a lot of responsibilities and it is quite a big job and there should be some type of recognition for their work, possibly a certificate upon completion of the training and/or a breakfast for the block captains.

Joe Williams reported on the work in his sector, plans to go through the response plan, Chief will forward him a copy of the Block Captain training video. There seems to be more interest in HAM radio operation. Chief reminds everyone that this time of year is hard to get people involved and don't be discouraged. Momentum is the key. There are only eight meeting before the next drill, including the June parade, so think of it as seven

APPROVED 01/19/2017

days to prepare for the drill. Each year the drill gets better and more people are involved. This program is successful.

ADJOURNED: Shauna Johnson made the motion to adjourn, Michael Preuss Cram seconded.

Springville Public Library Board of Trustees Regular Meeting
Board Meeting Room, located on the 2nd Floor of the Springville Library
November 10, 2016, 7:00 p.m.

Present: Chantel Daines, Roger Layton, MariLee Allred, Adrienne Ottley, Pam Vaughn, Camille Hafen, Bruce Riddle, Lisa Willey, Joe Gonzales, Tom Smith

- I. Approval of October minutes & November agenda Moved by Adrienne, 2nd by MariLee
Agenda motion Marilee, Adrienne, approved.
- II. Library Foundation, Roger Layton - things have been quiet, signed up for an ALA class on foundations. Could work on grants, Joe would like to work with Roger.
- III. Friends of the Library
Reported on the used book sale November 3-5. Proceeds of \$2400.
Suggestions for future sales:
sell books at \$25 per box?
First dibs to teachers to stock their classrooms?
October book sales totaled \$561.50. \$1264 was spent on Star Wars and b-day t-shirts.
End of November will be a new book sale, items will be +-\$5 each (from Red Leaf)
Possibly offer *themed* shelf sales throughout the year, i.e. goals/romance in Jan, etc.
- IV. Decide on Meeting dates for 2017
2nd Thursdays at 7 PM; Jan 12, Feb 9, Mar 9, Apr 13, May 11, ~~June 8~~, July, ~~August~~, Sept, Oct, Nov, ~~Dec~~
- V. Director's report: Pam Vaughn – partnerships built with community (free yoga, ukulele, coding, etc.)
Need some donations for chrome books to use during coding class; we need girls to learn coding; at the five-year anniversary last week we got new people in that day, Pokémon beacon hunt; we have more adult programs than a lot of libraries; let's Friends from both Camelot and Brookside areas; make it competitive school between school the most kids/families coming in;
- VI. Timeline & process for hiring New Director – Bruce Riddle. Job is posted, closes on Nov 19th, screen applicants, narrow to an initial interview pool, out of state applicants are not flown in on 1st round (instead do phone/skype), interviews end of Nov to Dec. Do we want to spend \$300 to post the ad to ALA? Send posting to BYU alum career services.
- VII. Review Interview questions
- ~~VIII. City Council Report, Chris Sorensen~~
- IX. Other Discussion Items
- X. Adjournment – motion MariLee, 2nd Lisa. Adjourned.



**MINUTES FOR THE REGULAR MEETING
OF THE POWER BOARD
OF THE CITY OF SPRINGVILLE, UTAH
WHITEHEAD POWER PLANT
DECEMBER 14, 2016 – 6:30 A.M.**

MEMBERS PRESENT: Councilman Craig Conover, Chairman Clair Anderson, Liz Crandall, Rod Andrew, Patrick Monney, Mark Lamoreaux, Travis Ball

MEMBERS ABSENT: None

DEPARTMENT STAFF: Leon Fredrickson, Brandon Graham, Shawn Black

Minutes were transcribed from recording by Kami Ashby, Power Board Secretary.

CALL TO ORDER

The meeting was called to order by Chairman Anderson at 6:30 a.m. All of the Power Board members were in attendance.

APPROVAL OF THE MINUTES

A motion to approve the November 9, 2016 meeting minutes as transcribed was made by Rod Andrew. The motion was seconded by Liz Crandall. The motion to approve was passed by unanimous vote.

BUSINESS

1. RESOURCE AND RATE FINANCIAL REPORT

- a. **RATE REVENUE SUMMARY – FY17, AS OF NOVEMBER 30, 2016:** The fiscal year is 41.67% elapsed, and 47.83% of budget kWh has been sold, which equals to 46.4% of budgeted revenues collected. The commercial rate class is showing an increase in usage, with all numbers on target for the fiscal year predictions. Springville continues to experience customer growth in both residential and commercial.
- b. **RESOURCE COST REPORT – FY17, AS OF OCTOBER 30, 2016:** The cost for pool and market power has been low, at \$29.00 per MWh, for the month of October. Operators have been purchasing from the pool to meet energy demand, decreasing the use of Nebo and Whitehead to offset and balance the system schedule. San Juan was received at \$58.83 per MWh for the month, the cost was brought down by the increase of kWh from a good run cycle. Horse Butte Wind was also received at lower than expect, \$60.18 per MWh, again due to increased kWh output. The CAT engines were run for testing, but it was noted that the piping may need to be increased to completely utilize all of the produced heat for the heater loop to the solid waste digesters.

2. RESOURCE PORTFOLIO UPDATE

- a. **WHPP ENGINE GENERATOR PROJECT UPDATE:** Crews are still working on troubleshooting the final items. CAT has been working with crews, running engine K7 for the initial one hundred (100) hour break-in. This includes checking alignments and software. They will also be replacing the strainers in the cooling system. The required RATA tests have been passed and the CEM's certified for use.
- b. **DISTRIBUTED GENERATION RATE POLICY DISCUSSION:** Multiple power agencies are moving towards installing a Distributed Generation Rate Policy. Rocky Mountain Power submitted a request for rate to the Utah Public Service Commission that was later rescinded. Provo City Power presented a rate policy that included a \$3.00 capacity charge to the City Council. The policy passed the Council review but was not supported by the Mayor, and was then rescinded. The policy is currently in a committee for a review, with a proposal due by January. The need for public interaction and education is very necessary to making a policy that works and still serves the public's desire for green energy and the utility's need to maintain a solid system for everyone. Transparency in billing will be important. Mr. Monney, with Mr. Black's assistance, has agreed to work on gathering information and creating a proposal for the Springville City Council.

Craig Conover was excused from the meeting.

REPORTS

- 1. DISTRIBUTION:** Mr. Graham reported that the system has been very reliable, with one (1) outage in the last two (2) months. Crews have been re-conductoring circuits 603 and 604, currently working from Compound Substation to 1300 E., utilizing overhead conductor already in stock.
- 2. GENERATION:** Mr. Black reported that the failed Square D breaker in the old part of the plant MCC has not been replaced. There are only two (2) certified repairmen in the Rocky Mountain area, limiting the response for investigation of repair, but the order has been placed for a new breaker that is several weeks out for delivery. The same breaker is in use at the Sewer Department and they've been notified of the possible imminent failure and should be planning on a backup plan if it were to fail to operate. Crews have not been able to test completed repairs on the engines due to the breaker being out of service.
An operator / mechanic has been hired to fill the open position created by an operator / mechanic moving to an open Electrician position.

OTHER

UAMPS annual meeting will be held on Wednesday December 21, 2016, starting at 9:30 in Salt Lake. There will be a solar presentation at the meeting.

ADJOURN

The meeting was adjourned at 7:50 a.m. without a motion or vote.

Spanish Fork/Springville Airport Board Meeting Minutes

Held Springville City Council Work Room

January 5, 2017 4:00 pm

Board Members in Attendance:

Clair Anderson – Springville
Jason Miller - Springville Councilman (phone)
Brandon Gordon – Sp.Fk. Councilman
Matt Taylor – Chairman - Spanish Fork

Staff:

Bruce Riddle – Springville City Finance
Cris Child – Airport Manager
Dave Anderson – SF City Planner
Jason Sant - SF City Assistant Attorney
Jared Johnson – SF City Engineering Dept.

Absent/Excused:

Doug Ford - Spanish Fork
Brian Park - Springville

Dave Bradford - Airport Facilities Manager

Public Attendees:

David Trent - ImSar

Gordon Jacobs - ImSar

Item 1. Minutes from the December 1st meeting. A motion to approve the minutes was made by Brandon Gordon and seconded by Clair Anderson. The vote was unanimous in favor.

Item 2. Facilities Report. Cris Child reported on volunteer efforts to help clear the snow at the airport as the recent snows overwhelmed staff and equipment. The big Snow plow experienced a delaminated tire and a broken cable which have now been repaired.

Item 3. Financial Report. The monthly Financial Report was presented by Bruce Riddle. A motion to approve the report was made by Clair Anderson and seconded by Brandon Gordon. The vote was unanimous in favor.

Item 4. Airport Design Standards. Dave Anderson recommended to the board that an Airport Overlay Zone be considered rather than Airport Design Standards to govern future growth at the Airport. The suggestion was favorably received and work will move forward at next month's meeting in this new direction.

Item 5. Commercial Operations Agreement. Jason Sant presented a minor change in the agreement regarding liability insurance limits. The agreement which did not contain an aggregate limit was previously approved by the board. The board recommended that the agreement be implemented with limits of 1 million dollars per occurrence and 2 million dollars aggregate.

Item 6. Memorandum of Agreement and time extension re: ImSar's airport facility. David Trent shared preliminary drawings of their facility and informed the board of necessary adjustments to ImSar's construction schedule. Documents reflecting the necessary changes will be prepared and presented at next month's Airport Board meeting.

Item 7. Update on power line marker balls project. The cost of the project is now projected to be in the \$25,000 range. The FAA has expressed their willingness to provide additional funds which will cover roughly 95 percent of the cost. Said funds will be added by the FAA to the Airport Runway Grant which will be closing out in a few months. A motion was made by Clair Anderson and seconded by Brandon Gordon recommending that the Cities move forward with the project. The vote was unanimous.

Other Items: None

The meeting was adjourned at 5:25 pm. The next meeting will be held at 4pm on February 2, 2017.

1 **MINUTES OF THE SPRINGVILLE CITY WATER BOARD**

2
3 Tuesday, January 10, 2017
4 6:30 a.m.
5 110 South Main Street
6 Springville, Utah 84663
7

8
9 **ATTENDANCE**

10
11 Councilmember
12 Richard Child

Secretary
Marcie Clark

13
14 Board Members
15 Alton Beck
16 Nile Hatch
17 Calvin Crandall
18 Rollin Hotchkiss
19 Rod Andrew
20 Bryan Boshell
21 John Clemons

City Staff
Brad Stapley – Public Works Director
Shawn Barker – Water Superintendent

22
23 The minutes from the December 13, 2016 meetings were reviewed. Mr. Beck made a motion to approve. Mr.
24 Clemons seconded. All were in favor.

25
26 Mr. Barker gave an update on the recent avalanche up Bartholomew Canyon, which has impeded access to the
27 Bartholomew tank. It was just below the tank, about 100 feet long. His crews have made it about half way through
28 the snow with their equipment. The County has given some assistance. That tank is at the end of its life cycle.

29
30 Mr. Stapley stated that we've done fairly well with the water situation. The rain is melting the snow and the ground
31 is soaking it up. Hobble Creek hasn't gone up much, maybe 10-15 cfs. We'll continue to watch the storms and
32 prepare. Avalanches become a problem after rain and ice builds up. Crews went out last week before the rain to
33 clear out critical storm drains. We had help from other divisions and departments clearing cul-de-sacs with
34 backhoes. We also had an incident with a backhoe tipping over while clearing the road up to Spring Creek Tank.

35
36 Mr. Hotchkiss opened the discussion on Culinary Water Tiered Rates. Mr. Hatch showed the group what he came up
37 with. He displayed a graph that shows monthly summer consumption for years 2012-14, by tier. There are a lot of
38 people in tier 0, with no consumption, but they are still paying the base rate. Tier 1 is getting a bargain because their
39 rate is lower than what it used to be (\$0.95/thousand gallons). Tier 2 is where most of the consumption is.
40 Springville water is cheap and the tiered system has worked.

41
42 Mr. Hotchkiss displayed a companion graph (histogram) that revenues coming into the City because of water (fee
43 structure). It shows a revenue profile. We're getting almost \$4,000 out of people that don't use any water; they're
44 just paying the base fee. The biggest tier in terms of consumption (number of users) is tier 2. Tier 3 has fewer users,
45 but it generates more revenue. Mr. Hatch figured the baseline (average monthly revenue) is \$2.4 million per month
46 per summer. Mr. Hotchkiss asked if he had a graph that showed volume of water. Yes - the first graph titled
47 Monthly Summer Water Consumption by Tier shows volume.

48
49 Mr. Hotchkiss mentioned that any time we move the boundaries of tiers, we start with those near the edge.

50
51 Mr. Hotchkiss stated that there are an infinite number of ways to accomplish an increase in revenue. What
52 philosophy do we like and what sensitivities are we thinking of? If we change the rates themselves, then some of the
53 people within an existing tier are going to bear some of the cost, even if they're not close to a boundary. Who should
54 bear this?
55

1 Mr. Stapley reviewed the water revenue from 2014-15, from the budget documents. They don't seem to match up
2 with Mr. Hatch's numbers. Mr. Hatch would like to look at that and calibrate the data.
3

4 Mr. Hotchkiss stated that we can continue to go over the analytics, or we can go to City Council. What would the
5 City Council tolerate? Mr. Stapley mentioned that the City's first budget retreat is January 24th, where the City
6 Council will get a snapshot of what each department in the City needs and is asking for. Mr. Barker stated that he is
7 looking at doubling his budget this year, based on what he needs (Bartholomew Tank, Lower Spring Creek Tank,
8 aging pipelines, etc.). We will have a better direction from City Council next month. Mr. Stapley anticipates
9 bonding for some of this infrastructure. Mr. Hatch stated that bonding is just a different way of getting residents to
10 pay for it. Mr. Stapley mentioned that the debt service in our water budget is \$182,000 a year. The debt service for
11 the sewer department is almost a million dollars, because we had to upgrade the treatment plant. Where the water
12 department sits in regard to debt is very good. We have about \$12 million dollars in pipeline repairs just in the first
13 phase of Plat A, in a 4-phase program to get these pipelines up to date. What we have is not complete, but we'll have
14 better direction in February.
15

16 Mr. Hatch presented two core questions:

- 17 1. How much revenue annually do we want to increase?
- 18 2. Who should bear it? Should it be individuals that we shift to other tiers, or everybody, or high end users?
19

20 Cl. Child stated that City Council likes to be competitive with our neighbors. Mr. Hatch showed with another table
21 that Springville water is a bargain. Cl. Child doesn't think City Council will go for a 25% increase.
22

23 Mr. Hotchkiss stated that bond issues show that we made a mistake. Infrastructure should be paid for out of rates and
24 revenues. We need to know how much the water department needs.
25

26 Mr. Stapley and Mr. Barker are working on a long term plan and next month we'll have a better idea of what is
27 needed.
28

29 Cl. Child thanked everyone on the Water Board for their work. The work that is done here is invaluable.
30

31 Mr. Hotchkiss asked if we have a contract with Mr. Hatch yet. Mr. Barker is working on it.
32

33 Mr. Stapley gave an update on the 400 S. Well #2. We're looking to award that job by Feb 21, 2017. The bid
34 opening will be Feb 7th. They should be starting the project in early March. It will be done with a cable tool.
35

36 Mr. Stapley will work on a graph and get it out to the Water Board before the February meeting.
37

38 Mr. Beck asked what percent of the general fund money comes from enterprise funds. Mr. Stapley said it is 5%
39 across the board. If the water department gets \$100, \$5.00 goes to the general fund.
40

41 Mr. Stapley mentioned that he will be encouraging City Council to form a streets utility to help pay for street use.
42

43 Mr. Hatch asked a clarifying question – are the tier boundaries too generous and should we move them back a bit?
44 He thinks tiers 1 and 2 should be adjusted, since 95% of the users fall in those tiers. Everyone agreed.
45

46 Mr. Andrew moved to adjourn. Mr. Hatch seconded. All were in favor.
47

48 **Adjourn** – This meeting adjourned at 7:32 a.m.
49
50

Monthly Department Reports

- | | |
|-------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|-------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|
| <p>1) Administrative Services
Community/Public Relations
Economic Development
Information Technology
Volunteer Coordinator
Human Resources
Recorder
Justice Court</p> <p>2) Assistant City Administrator
Finance Department
Accounting
Treasury
Utility Billing</p> <p>Springville Library</p> <p>Hobble Creek Golf Course
Golf
Restaurant</p> <p>Recreation & Community Events Department
Community Events
Pool
Recreation
Senior Citizens</p> <p>3) Assistant City Administrator
Legal Department
Legal
Risk Management
CTC Coordinator
Victim Advocate</p> | <p>Department of Buildings and Grounds
Cemetery
Facilities
Canyon Parks
City Parks
Urban Forest</p> <p>Community Development Department
Building
Code Enforcement
Planning
Business Licensing</p> <p>4) Springville Museum of Art</p> <p>5) Power Department
Distribution
Electrical Operations
Generation
Metering</p> <p>6) Department of Public Safety
Ambulance/EMT
Emergency Preparedness
Fire
Police</p> <p>7) Department of Public Works
Engineering
Streets
Water
Water Reclamation</p> |
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January 2017 Volunteer Hours

Project	Place	Number of Volunteers	Hours	Value \$\$\$\$
Drug Prevention	Comm. That Care	22	158	1580
Cleaning, Weeding	Parks- Kim F.	0	0	0
Planting Trees	Arborists- Gary	12	72	720
Cleaning, Misc.	Senior Center	35	472	4720
Cleaning	Swimming Pool	0	0	0
Front Desk	Civic Center	2	104	1040
Cleaning, Shelving, Misc.	Library- Kim Christensen	35	116	1160
Desk, Phones, Cleaning	Museum-Michelle	57	427	4270
Coaching	Recreation	125	720	7200
Wedding, Raking, Misc.	Cemetery/Larry	0	0	0
Board of Adjustments	Planning/Zoning	0	0	0
Planning Commission	Planning/Zoning	4	4	40
Emergency Prepared	CERT/Fire	12	12	120
Board Meeting	Parks/Teresa	5	5	50
Water Board	P.W/Marcie	7	7	70
Scouts/Eagle Scouts	Springville	0	0	0
Power Board	Power-Kami	0	0	0
				0
				0
				0
		TOTAL VOLUNTEERS	TOTAL HOURS	TOTAL VALUE \$\$\$\$
		316	2097	20970
				0
				0
				0
				0

Human Resource Report

January 2017

Kathy Hansen, PHR

Department	Position	Status	Notes
Blg & Grds	<i>Custodian Tech</i> <i>Facilities Tech</i>	part-time part-time	3 new hires in process
Parks	<i>Maintenance Worker</i>	Part-time	1 new hire
Community Dev	Office Assistant	Part-time	1 new hire
Library	<i>Clerk</i> <i>Page</i>	Part-time Part-time	2 new hires 1 new hire
Public Safety	<i>Firefighter EMT</i> <i>Police Officers (2)</i>	Part-time Full-time	3 new hires in process
Museum	<i>Associate Director</i>	Full-time	1 new hire
Recreation	<i>Referee</i>	Part-time	1 new hire
Water	<i>Lead (new position)</i>	Full-time	in-house hire
Administration	Office Assistant	Part-time	1 new hire

Total number full time hires in January: 2

Total number part time hires in January: 13

Springville City Monthly Department Report
City Recorders Office – February 2017

Goal #1 – Compliance with Federal and State Statute and Springville City Code				
Strategy – To maintain compliance with all postings and notices.				
Measures	January		FY2016	FY2017 (Target)
Percentage of City Council, Boards & Commissions Agenda's posted within 24 hours of meeting on the States website	Council	Boards	100%	100%
	100%	100%		
Percentage of City Council minutes presented to the Council for approval no later than two meetings after the meeting date	90%		90%	100%
Percentage of Boards and Commissions completing annual training	0%		0%	100%
Percentage of GRAMA requests responded to within ten business days	#Total Received 6	#Complete 6	100%	100%
	Received Electronic 6	#Pending 0		
Goal #2 – Implement an updated electronic document management system and contract work flow approval process to track records more efficiently.				
Strategy – Provide an efficient filing system for ease of access to records. Maintain current system to the best of ability until updated software can be implemented.				
Measures			2016	2017 (Target)
Number of fully executed documents, ordinances, resolutions, contracts and agreements received	# Completed		Total	n/a
	8		160	
Percentage of fully executed documents scanned and filed within 30 days	50%		60%	100%
Goal #3 – Management of Electronic Media				
Strategy – Develop a policy and procedure to preserve and maintain email and social media postings to meet State Records requirements.				
Measures			2016	2017 (Target)
Percentage of electronic media segregated and stored by State retention schedule	0%		0%	100%
PASSPORTS				
Passport New Applications Received	135		296	
Passport Photo's Processed	65		170	
Execution Fees/Overnight Fees	\$3425.00		\$7677.95	YTD Rev.
Photos	\$845.00		\$2209.00	\$15,503.90

Significant Events:

On Friday, January 13, 2017 we hit an all-time high for passports processed in one day with a total of **36** passports along with 15 passport photos processed for the day.

Springville City Monthly Department Report

Finance Department – February 2017

Performance Management Statistics (December 2016 vs. December 2015 Measures)

- Number of Invoices Processed: 12/16: 1,253 12/15: 1,240
- % Paid on time: 12/16: 97% 12/15: 96%
- Number of POs opened: 12/16: 34 12/15: 40
- % Opened after Invoice date: 12/16: 18% 12/15: 10%
- Utility Accounts and Revenue Billed:

<u>Utility</u>	<u>Customers</u>		<u>Revenue (\$)</u>	
	12/16	12/15	12/16	12/15
Water	8,548	8,486	150,752.18	144,055.13
Pressurized Irrigation	6	n/a	40.48	n/a
Sewer	9,212	9,118	307,666.80	310,746.97
Electric	11,512	11,376	2,026,513.25	1,911,142.25
Storm Water	8,766	8,709	90,352.21	80,001.17
Garbage	8,665	8,554	121,650.42	114,070.43
Recycling	1,881	1,571	11,836.44	8,829.45
Yard Light	92	90	1960.58	1985.06

- Utility Delinquent Notices: 12/16: 959 12/15: 1,032
- Non-payment Disconnects: 12/16: 55 12/15: 43
- Transactions Processed: 12/16: 12,693 12/15: 12,241
 - By Cashiers: 12/16: 5,916 (47 %) 12/15: 6,130 (50%)
 - Online: 12/16: 6,777 (53 %) 12/15: 6,111 (50%)

Significant Events.

- Budget preparations for FY 2018 in progress.
- Ratings surveillance process last month resulted in an upgrade from AA- to AA+ from Fitch Ratings for the 2010 General Obligation bonds (Library).

Council Discussion Items

SPRINGVILLE CITY CORPORATION
FUND SUMMARY
FOR THE 6 MONTHS ENDING DECEMBER 31, 2016

GENERAL FUND

	PERIOD ACTUAL	YTD ACTUAL	BUDGET	VARIANCE	PCNT
<u>REVENUE</u>					
TAX REVENUE	3,366,248.28	7,147,830.40	11,928,267.00	4,780,436.60	59.9
LICENSE REVENUE	90,731.00	477,042.27	791,000.00	313,957.73	60.3
INTERGOVERNMENTAL REVENUE	35,381.17	456,305.79	1,595,512.00	1,139,206.21	28.6
CHARGES FOR SERVICES	80,083.78	419,152.87	769,477.00	350,324.13	54.5
FINES AND FORFEITURES	19,653.51	164,069.96	428,000.00	263,930.04	38.3
MISCELLANEOUS REVENUE	81,502.42	532,667.22	1,186,236.00	653,568.78	44.9
CONTRIBUTIONS & TRANSFERS	365,368.66	2,192,211.96	4,384,424.00	2,192,212.04	50.0
TRANSFERS & OTHER REVENUE SO	70.00	71,665.76	172,461.00	100,795.24	41.6
	<u>4,039,038.82</u>	<u>11,460,946.23</u>	<u>21,255,377.00</u>	<u>9,794,430.77</u>	<u>53.9</u>
<u>EXPENDITURES</u>					
LEGISLATIVE	6,518.70	81,108.58	145,079.00	63,970.42	55.9
RECREATION ADMIN AND EVENTS	25,798.30	107,463.90	352,201.00	244,737.10	30.5
ADMINISTRATION	63,518.17	364,560.54	908,912.00	544,351.46	40.1
INFORMATION SYSTEMS	31,538.43	157,194.50	383,917.00	226,722.50	40.9
LEGAL	29,039.71	220,618.21	489,195.00	268,576.79	45.1
FINANCE	46,100.19	284,093.98	531,859.00	247,765.02	53.4
TREASURY	31,085.72	186,612.71	415,408.00	228,795.29	44.9
ECONOMIC DEVELOPMENT	.00	2,044.24	.00	(2,044.24)	.0
BUILDING INSPECTIONS	17,169.85	131,960.88	312,011.00	180,050.12	42.3
PLANNING & ZONING	23,570.49	215,638.77	499,285.00	283,646.23	43.2
PUBLIC WORKS	17,331.13	134,537.47	324,440.00	189,902.53	41.5
FACILITIES MAINTENANCE	.00	83.98	.00	(83.98)	.0
CITY ENGINEER	46,470.40	378,389.46	808,781.00	430,391.54	46.8
POLICE EXPENDITURES	192,074.52	1,632,875.78	3,657,731.00	2,024,855.22	44.6
POLICE DISPATCH	44,853.10	314,771.38	663,733.00	348,961.62	47.4
FIRE DEPARTMENT	86,119.55	547,278.33	1,176,961.00	629,682.67	46.5
AMBULANCE EXPENDITURES	.00	4,504.38	.00	(4,504.38)	.0
MUNICIPAL COURT EXPENDITURES	21,904.06	139,413.51	302,296.00	162,882.49	46.1
STREETS EXPENDITURES	146,093.15	569,528.00	1,302,052.00	732,524.00	43.7
PARKS EXPENDITURES	49,705.88	531,210.64	1,067,646.00	536,435.36	49.8
CANYON PARKS	17,614.49	144,067.88	327,924.00	183,856.12	43.9
ART MUSEUM EXPENDITURES	65,562.37	290,999.02	806,817.00	515,817.98	36.1
SWIMMING POOL	24,558.04	169,129.43	309,860.00	140,730.57	54.6
RECREATION EXPENDITURES	28,632.24	234,360.11	472,308.00	237,947.89	49.6
CEMETERY	8,681.93	105,631.83	244,443.00	138,811.17	43.2
ARTS COMMISSION	7,400.00	10,835.00	28,000.00	17,165.00	38.7
LIBRARY EXPENDITURES	75,285.69	477,406.88	1,001,055.00	523,648.12	47.7
SENIOR CITIZENS	7,565.84	42,585.85	95,060.00	52,474.15	44.8
TRANSFERS, OTHER	416,405.17	2,498,431.02	5,866,951.00	3,368,519.98	42.6
	<u>1,530,597.12</u>	<u>9,977,336.26</u>	<u>22,493,925.00</u>	<u>12,516,588.74</u>	<u>44.4</u>
	<u>2,508,441.70</u>	<u>1,483,609.97</u>	<u>(1,238,548.00)</u>	<u>(2,722,157.97)</u>	<u>119.8</u>

SPRINGVILLE CITY CORPORATION
 FUND SUMMARY
 FOR THE 6 MONTHS ENDING DECEMBER 31, 2016

SPECIAL IMPROVEMENT FUND

	PERIOD ACTUAL	YTD ACTUAL	BUDGET	VARIANCE	PCNT
<u>REVENUE</u>					
TAX REVENUE	.00	78,551.52	84,250.00	5,698.48	93.2
MISCELLANEOUS REVENUE	36.90	875.55	20,500.00	19,624.45	4.3
	<u>36.90</u>	<u>79,427.07</u>	<u>104,750.00</u>	<u>25,322.93</u>	<u>75.8</u>
<u>EXPENDITURES</u>					
TRANSFERS, OTHER	46,979.09	159,136.89	104,750.00	(54,386.89)	151.9
	<u>46,979.09</u>	<u>159,136.89</u>	<u>104,750.00</u>	<u>(54,386.89)</u>	<u>151.9</u>
	<u>(46,942.19)</u>	<u>(79,709.82)</u>	<u>.00</u>	<u>79,709.82</u>	<u>.0</u>

SPRINGVILLE CITY CORPORATION
 FUND SUMMARY
 FOR THE 6 MONTHS ENDING DECEMBER 31, 2016

DEBT SERVICE & BOND REDEM FUND

	PERIOD ACTUAL	YTD ACTUAL	BUDGET	VARIANCE	PCNT
<u>REVENUE</u>					
MISCELLANEOUS REVENUE	20.32	22.56	.00	(22.56)	.0
CONTRIBUTIONS & TRANSFERS	131,364.75	788,188.50	2,036,377.00	1,248,188.50	38.7
	<u>131,385.07</u>	<u>788,211.06</u>	<u>2,036,377.00</u>	<u>1,248,165.94</u>	<u>38.7</u>
<u>EXPENDITURES</u>					
BOND EXPENDITURES	2,282.05	468,905.84	2,036,377.00	1,567,471.16	23.0
	<u>2,282.05</u>	<u>468,905.84</u>	<u>2,036,377.00</u>	<u>1,567,471.16</u>	<u>23.0</u>
	<u>129,103.02</u>	<u>319,305.22</u>	<u>.00</u>	<u>(319,305.22)</u>	<u>.0</u>

SPRINGVILLE CITY CORPORATION
 FUND SUMMARY
 FOR THE 6 MONTHS ENDING DECEMBER 31, 2016

MUNICIPAL BUILDING AUTHORITY

	PERIOD ACTUAL	YTD ACTUAL	BUDGET	VARIANCE	PCNT
<u>REVENUE</u>					
MBA REVENUE	31,424.00	188,544.00	377,088.00	188,544.00	50.0
	31,424.00	188,544.00	377,088.00	188,544.00	50.0
<u>EXPENDITURES</u>					
MBA DEBT SERVICE	.00	314,387.50	375,588.00	61,200.50	83.7
MBA MISC. EXPENSES	.00	.00	1,500.00	1,500.00	.0
	.00	314,387.50	377,088.00	62,700.50	83.4
	31,424.00	(125,843.50)	.00	125,843.50	.0

SPRINGVILLE CITY CORPORATION
 FUND SUMMARY
 FOR THE 6 MONTHS ENDING DECEMBER 31, 2016

CAPITAL IMPROVEMENT FUND

	PERIOD ACTUAL	YTD ACTUAL	BUDGET	VARIANCE	PCNT
<u>REVENUE</u>					
CAPITAL IMPROVEMENT REVENUES	237,051.44	1,437,534.71	6,458,589.00	5,021,054.29	22.3
CONTRIBUTIONS & TRANSFERS	.00	500.00	11,359,000.00	11,358,500.00	.0
	<u>237,051.44</u>	<u>1,438,034.71</u>	<u>17,817,589.00</u>	<u>16,379,554.29</u>	<u>8.1</u>
<u>EXPENDITURES</u>					
INFORMATION SYSTEMS	6,214.00	35,077.15	48,000.00	12,922.85	73.1
BUILDING INSPECTIONS	.00	3,750.00	5,000.00	1,250.00	75.0
FACILITIES EXPENDITURES	.00	58,148.00	185,827.58	127,679.58	31.3
POLICE EXPENDITURES	.00	.00	68,000.00	68,000.00	.0
FIRE DEPARTMENT	12,096.00	91,157.35	75,487.00	(15,670.35)	120.8
DEPARTMENT 4221	1,650.00	10,447.10	180,000.00	169,552.90	5.8
STREETS EXPENDITURES	268.50	1,088,462.65	2,151,375.51	1,062,912.86	50.6
PARKS EXPENDITURES	1,239.68	8,344.68	95,932.46	87,587.78	8.7
CANYON PARKS	.00	1,770.15	76,691.00	74,920.85	2.3
ART MUSEUM EXPENDITURES	.00	.00	24,000.00	24,000.00	.0
RECREATION EXPENDITURES	907,408.89	1,535,072.34	15,916,520.00	14,381,447.66	9.6
CEMETERY EXPENDITURES	.00	59,940.00	61,033.00	1,093.00	98.2
	<u>928,877.07</u>	<u>2,892,169.42</u>	<u>18,887,866.55</u>	<u>15,995,697.13</u>	<u>15.3</u>
	<u>(691,825.63)</u>	<u>(1,454,134.71)</u>	<u>(1,070,277.55)</u>	<u>383,857.16</u>	<u>(135.9)</u>

SPRINGVILLE CITY CORPORATION
 FUND SUMMARY
 FOR THE 6 MONTHS ENDING DECEMBER 31, 2016

SPECIAL SERVICE FUND

	PERIOD ACTUAL	YTD ACTUAL	BUDGET	VARIANCE	PCNT
<u>REVENUE</u>					
SPECIAL REVENUES	35,232.49	637,599.76	2,590,038.00	1,952,438.24	24.6
	35,232.49	637,599.76	2,590,038.00	1,952,438.24	24.6
<u>EXPENDITURES</u>					
PARK IMPACT FEE PROJECTS	.00	15,365.00	537,657.49	522,292.49	2.9
TRANSFERS	4,405.25	40,528.50	2,115,038.00	2,074,509.50	1.9
	4,405.25	55,893.50	2,652,695.49	2,596,801.99	2.1
	30,827.24	581,706.26	(62,657.49)	(644,363.75)	928.4

SPRINGVILLE CITY CORPORATION
 FUND SUMMARY
 FOR THE 6 MONTHS ENDING DECEMBER 31, 2016

INTERNAL SERVICE FUNDS

	PERIOD ACTUAL	YTD ACTUAL	BUDGET	VARIANCE	PCNT
<u>REVENUE</u>					
CHARGES FOR SERVICES	16,959.17	119,003.80	261,095.00	142,091.20	45.6
CONTRIBUTIONS & TRANSFERS	91,063.07	546,378.42	1,092,758.00	546,379.58	50.0
	<u>108,022.24</u>	<u>665,382.22</u>	<u>1,353,853.00</u>	<u>688,470.78</u>	<u>49.2</u>
<u>EXPENDITURES</u>					
CENTRAL SHOP	16,959.17	119,069.95	259,361.00	140,291.05	45.9
FACILITIES MAINTENANCE	46,348.83	297,305.08	680,136.00	382,830.92	43.7
FACIL MAINT - CAPITAL EXPENSE	2,912.50	35,222.54	547,737.18	512,514.64	6.4
TRANSFERS, OTHER	144.42	866.52	1,733.00	866.48	50.0
	<u>66,364.92</u>	<u>452,464.09</u>	<u>1,488,967.18</u>	<u>1,036,503.09</u>	<u>30.4</u>
	<u>41,657.32</u>	<u>212,918.13</u>	<u>(135,114.18)</u>	<u>(348,032.31)</u>	<u>157.6</u>

SPRINGVILLE CITY CORPORATION
 FUND SUMMARY
 FOR THE 6 MONTHS ENDING DECEMBER 31, 2016

VEHICLES AND EQUIPMENT FUND

	PERIOD ACTUAL	YTD ACTUAL	BUDGET	VARIANCE	PCNT
<u>REVENUE</u>					
SOURCE 3600	787.51	5,021.16	.00	(5,021.16)	.0
SOURCES OF REVENUES	75,045.76	450,274.56	900,549.00	450,274.44	50.0
SOURCE 3900	.00	20,684.49	.00	(20,684.49)	.0
	<u>75,833.27</u>	<u>475,980.21</u>	<u>900,549.00</u>	<u>424,568.79</u>	<u>52.9</u>
<u>EXPENDITURES</u>					
POLICE	.00	.00	74,000.00	74,000.00	.0
PARKS	.00	16,175.00	60,000.00	43,825.00	27.0
CEMETERY	.00	10,697.84	12,000.00	1,302.16	89.2
ELECTRIC	.00	12,105.54	237,381.86	225,276.32	5.1
SOLID WASTE	.00	249,900.00	254,537.00	4,637.00	98.2
GOLF COURSE	.00	.00	45,408.18	45,408.18	.0
	<u>.00</u>	<u>288,878.38</u>	<u>683,327.04</u>	<u>394,448.66</u>	<u>42.3</u>
	<u><u>75,833.27</u></u>	<u><u>187,101.83</u></u>	<u><u>217,221.96</u></u>	<u><u>30,120.13</u></u>	<u><u>86.1</u></u>

SPRINGVILLE CITY CORPORATION
 FUND SUMMARY
 FOR THE 6 MONTHS ENDING DECEMBER 31, 2016

WATER UTILITY FUND

	PERIOD ACTUAL	YTD ACTUAL	BUDGET	VARIANCE	PCNT
<u>REVENUE</u>					
ENTERPRISE REVENUE	169,188.13	2,750,610.40	4,994,061.00	2,243,450.60	55.1
	169,188.13	2,750,610.40	4,994,061.00	2,243,450.60	55.1
<u>EXPENDITURES</u>					
WATER EXPENDITURES	142,342.72	896,042.56	1,816,528.00	920,485.44	49.3
DEPARTMENT 5150	8,286.22	67,583.34	202,945.00	135,361.66	33.3
VEHICLES & EQUIPMENT	.00	.00	21,000.00	21,000.00	.0
PROJECTS	4,923.33	73,102.08	2,579,893.34	2,506,791.26	2.8
IMPACT FEE PROJECTS	.00	66,349.00	1,550,000.00	1,483,651.00	4.3
DEPARTMENT 6900	22,925.30	48,112.49	263,341.20	215,228.71	18.3
PRINCIPAL	.00	.00	128,856.00	128,856.00	.0
TRANSFERS, OTHER	69,416.66	445,719.65	888,701.00	442,981.35	50.2
	247,894.23	1,596,909.12	7,451,264.54	5,854,355.42	21.4
	(78,706.10)	1,153,701.28	(2,457,203.54)	(3,610,904.82)	47.0

SPRINGVILLE CITY CORPORATION
 FUND SUMMARY
 FOR THE 6 MONTHS ENDING DECEMBER 31, 2016

SEWER UTILITY FUND

	PERIOD ACTUAL	YTD ACTUAL	BUDGET	VARIANCE	PCNT
<u>REVENUE</u>					
ENTERPRISE REVENUE	336,739.07	2,138,674.92	4,389,874.00	2,251,199.08	48.7
	336,739.07	2,138,674.92	4,389,874.00	2,251,199.08	48.7
<u>EXPENDITURES</u>					
SEWER EXPENDITURES	21,866.67	175,098.67	441,311.00	266,212.33	39.7
WASTE WATER TREATMENT PLANT	95,710.93	487,772.57	1,044,695.00	556,922.43	46.7
VEHICLES & EQUIP-WASTE WATER	9,350.00	49,841.44	250,000.00	200,158.56	19.9
PROJECTS	.00	.00	1,478,700.00	1,478,700.00	.0
IMPACT FEE PROJECTS	.00	.00	20,000.00	20,000.00	.0
BOND PRINCIPAL	.00	.00	776,144.00	776,144.00	.0
PRINCIPAL	.00	.00	101,000.00	101,000.00	.0
TRANSFERS, OTHER	60,561.03	486,061.29	995,789.00	509,727.71	48.8
	187,488.63	1,198,773.97	5,107,639.00	3,908,865.03	23.5
	149,250.44	939,900.95	(717,765.00)	(1,657,665.95)	131.0

SPRINGVILLE CITY CORPORATION
 FUND SUMMARY
 FOR THE 6 MONTHS ENDING DECEMBER 31, 2016

ELECTRIC UTILITY FUND

	PERIOD ACTUAL	YTD ACTUAL	BUDGET	VARIANCE	PCNT
<u>REVENUE</u>					
ENTERPRISE REVENUE	2,235,535.64	15,010,602.79	27,294,958.00	12,284,355.21	55.0
	<u>2,235,535.64</u>	<u>15,010,602.79</u>	<u>27,294,958.00</u>	<u>12,284,355.21</u>	<u>55.0</u>
<u>EXPENDITURES</u>					
ELECTRIC DISTRIBUTION	147,194.06	1,068,592.10	2,151,515.00	1,082,922.90	49.7
ELECTRIC GENERATION	105,485.68	929,536.39	1,993,468.00	1,063,931.61	46.6
NEW DEVELOPMENT	30,613.19	174,401.38	878,918.92	704,517.54	19.8
GENERATION PROJECTS	163,329.11	4,473,739.11	5,949,906.58	1,476,167.47	75.2
IMPACT FEE PROJECTS	50,019.72	154,603.10	516,477.00	361,873.90	29.9
TRANSFERS, OTHER	1,649,321.46	9,396,705.42	20,617,846.00	11,221,140.58	45.6
	<u>2,145,963.22</u>	<u>16,197,577.50</u>	<u>32,108,131.50</u>	<u>15,910,554.00</u>	<u>50.5</u>
	<u>89,572.42</u>	<u>(1,186,974.71)</u>	<u>(4,813,173.50)</u>	<u>(3,626,198.79)</u>	<u>(24.7)</u>

SPRINGVILLE CITY CORPORATION
 FUND SUMMARY
 FOR THE 6 MONTHS ENDING DECEMBER 31, 2016

STORM WATER FUND

	PERIOD ACTUAL	YTD ACTUAL	BUDGET	VARIANCE	PCNT
<u>REVENUE</u>					
SOURCE 3700	102,488.77	769,769.23	1,281,822.00	512,052.77	60.1
	102,488.77	769,769.23	1,281,822.00	512,052.77	60.1
<u>EXPENDITURES</u>					
STORM DRAIN EXPENDITURES	25,378.76	182,742.61	596,838.00	414,095.39	30.6
DEPARTMENT 6050	.00	48,795.64	462,900.00	414,104.36	10.5
DEPARTMENT 6080	81,273.07	81,273.07	.00	(81,273.07)	.0
DEPARTMENT 6800	.00	72,107.00	1,219,000.00	1,146,893.00	5.9
TRANSFERS, OTHER	32,851.16	196,913.20	395,407.00	198,493.80	49.8
	139,502.99	581,831.52	2,674,145.00	2,092,313.48	21.8
	(37,014.22)	187,937.71	(1,392,323.00)	(1,580,260.71)	13.5

SPRINGVILLE CITY CORPORATION
 FUND SUMMARY
 FOR THE 6 MONTHS ENDING DECEMBER 31, 2016

WASTE UTILITY FUND

	PERIOD ACTUAL	YTD ACTUAL	BUDGET	VARIANCE	PCNT
<u>REVENUE</u>					
ENTERPRISE REVENUE	133,958.90	798,623.58	1,582,360.00	783,736.42	50.5
	<u>133,958.90</u>	<u>798,623.58</u>	<u>1,582,360.00</u>	<u>783,736.42</u>	<u>50.5</u>
<u>EXPENDITURES</u>					
SOLID WASTE EXPENDITURES	100,569.68	512,173.38	1,009,081.00	496,907.62	50.8
SOLID WASTE RECYCLING	3,124.64	14,505.24	41,164.00	26,658.76	35.2
TOOLS & EQUIPMENT	.00	71,425.90	71,580.00	154.10	99.8
VEHICLES & EQUIPMENT	18,536.74	18,536.74	50,000.00	31,463.26	37.1
TRANSFERS, OTHER	35,805.10	214,056.34	488,035.00	273,978.66	43.9
	<u>158,036.16</u>	<u>830,697.60</u>	<u>1,659,860.00</u>	<u>829,162.40</u>	<u>50.1</u>
	<u>(24,077.26)</u>	<u>(32,074.02)</u>	<u>(77,500.00)</u>	<u>(45,425.98)</u>	<u>(41.4)</u>

SPRINGVILLE CITY CORPORATION
 FUND SUMMARY
 FOR THE 6 MONTHS ENDING DECEMBER 31, 2016

GOLF COURSE UTILITY FUND

	PERIOD ACTUAL	YTD ACTUAL	BUDGET	VARIANCE	PCNT
<u>REVENUE</u>					
ENTERPRISE REVENUE	14,966.98	531,281.44	928,200.00	396,918.56	57.2
	14,966.98	531,281.44	928,200.00	396,918.56	57.2
<u>EXPENDITURES</u>					
GOLF COURSE EXPENDITURES	33,775.59	360,033.58	779,614.00	419,580.42	46.2
GOLF CART PROJECTS	.00	31,250.00	37,500.00	6,250.00	83.3
TRANSFERS, OTHER	12,317.00	73,902.00	142,804.00	68,902.00	51.8
	46,092.59	465,185.58	959,918.00	494,732.42	48.5
	(31,125.61)	66,095.86	(31,718.00)	(97,813.86)	208.4

SPRINGVILLE CITY CORPORATION
 FUND SUMMARY
 FOR THE 6 MONTHS ENDING DECEMBER 31, 2016

REDEVELOPMENT AGENCY FUND

	PERIOD ACTUAL	YTD ACTUAL	BUDGET	VARIANCE	PCNT
<u>REVENUE</u>					
CONTRIBUTIONS & TRANSFERS	5,000.00	30,000.00	185,000.00	155,000.00	16.2
	5,000.00	30,000.00	185,000.00	155,000.00	16.2
<u>EXPENDITURES</u>					
WATER EXPENDITURES	.00	.00	76,000.00	76,000.00	.0
	.00	.00	76,000.00	76,000.00	.0
	5,000.00	30,000.00	109,000.00	79,000.00	27.5

SPRINGVILLE CITY CORPORATION
 FUND SUMMARY
 FOR THE 6 MONTHS ENDING DECEMBER 31, 2016

CEMETERY TRUST FUND

	PERIOD ACTUAL	YTD ACTUAL	BUDGET	VARIANCE	PCNT
<u>REVENUE</u>					
CHARGES FOR SERVICES	5,874.67	31,718.72	76,000.00	44,281.28	41.7
	5,874.67	31,718.72	76,000.00	44,281.28	41.7
<u>EXPENDITURES</u>					
	.00	.00	.00	.00	.0
	5,874.67	31,718.72	76,000.00	44,281.28	41.7

SPRINGVILLE CITY CORPORATION
 FUND SUMMARY
 FOR THE 6 MONTHS ENDING DECEMBER 31, 2016

AIRPORT TRUST FUND

	PERIOD ACTUAL	YTD ACTUAL	BUDGET	VARIANCE	PCNT
<u>REVENUE</u>					
MISCELLANEOUS REVENUE	13,344.37	127,073.63	125,300.00	(1,773.63)	101.4
CONTRIBUTIONS & TRANSFERS	.00	3,917.36	4,500.00	582.64	87.1
	<u>13,344.37</u>	<u>130,990.99</u>	<u>129,800.00</u>	<u>(1,190.99)</u>	<u>100.9</u>
<u>EXPENDITURES</u>					
EXPENDITURES	6,892.99	46,993.52	116,200.00	69,206.48	40.4
	<u>6,892.99</u>	<u>46,993.52</u>	<u>116,200.00</u>	<u>69,206.48</u>	<u>40.4</u>
	<u><u>6,451.38</u></u>	<u><u>83,997.47</u></u>	<u><u>13,600.00</u></u>	<u><u>(70,397.47)</u></u>	<u><u>617.6</u></u>

SPRINGVILLE CITY CORPORATION
 FUND SUMMARY
 FOR THE 6 MONTHS ENDING DECEMBER 31, 2016

SPECIAL TRUSTS FUND

	PERIOD ACTUAL	YTD ACTUAL	BUDGET	VARIANCE	PCNT
<u>REVENUE</u>					
GENERAL FUND REVENUE	16.54	33.02	75.00	41.98	44.0
	16.54	33.02	75.00	41.98	44.0
<u>EXPENDITURES</u>					
	.00	.00	.00	.00	.0
	16.54	33.02	75.00	41.98	44.0

SPRINGVILLE CITY CORPORATION
 FUND SUMMARY
 FOR THE 6 MONTHS ENDING DECEMBER 31, 2016

AIRPORT CIP FUND

	PERIOD ACTUAL	YTD ACTUAL	BUDGET	VARIANCE	PCNT
<u>REVENUE</u>					
CONTRIBUTIONS & TRANSFERS	4,375.00	57,096.66	525,677.00	468,580.34	10.9
	4,375.00	57,096.66	525,677.00	468,580.34	10.9
<u>EXPENDITURES</u>					
CAPITAL EXPENSE	5,775.00	46,494.00	1,090,299.12	1,043,805.12	4.3
	5,775.00	46,494.00	1,090,299.12	1,043,805.12	4.3
	(1,400.00)	10,602.66	(564,622.12)	(575,224.78)	1.9

Springville City Monthly Department Report

Library – January 2017

2017 Goals

The beginning of a new year is a moment of reflection and focus on improvement. Springville Library has taken a look at previous goals and target numbers to see where we can expand and continue to address the needs of the community. There are three main goals as follows:

1. Target library services to community needs and preferences.
2. Plan programs that encourage reading, inspire curiosity and/or utilize partnerships.
3. Provide technology and facilitate learning opportunities to improve the lives of our patrons.

Although these main goals have not changed, we have added new ways to achieve them (see below). We also have higher target numbers so that we are ever improving in our established endeavors.

- Increase the diversity of our fiction collection of materials which will result in greater patron satisfaction and higher circulation.
- Creating staff technology trainings throughout the year to enable staff to more effectively help patrons with technology problems.
- Connect with new partners and increase our partnership programming by 6%.
- Increase the use of electronic databases by informing patrons of their benefits and uses through verbal communication, social media, and improved website design.
- Increase the number of programs and the number of attendees through verbal communication, social media, and improved website design.

New Director

We welcome Dan Mickelson as the new Library Director at Springville Public Library. Mickelson comes to us from Garfield County Public Library District in western Colorado where he managed various branches. During his time there, he was able to be a key part of the design and opening of a new library facility. His passion for innovative library services, programs and services attracted him to our Library where he is excited to work with both staff and community members.



Springville City Monthly Department Report

Recreation Department – February - 2017

Performance Management Statistics

Senior Center –
306 Members

	Jan	Feb	Mar	Apr	May	June	July	Aug	Sept	Oct	Nov	Dec
Trips	2											
Trips – ave. attendance	9											
Lunches served	559											
Health related classes	23											
Average attendance	8											
Evening Presentations att	48											

- 2. Current Recreation/Sports Programs

Winter Programs

YOUTH

Adult	Jan	Feb	Mar
Pickleball	\$52.50		
Zumba	\$60.00		
Volleyball	2015	2016	2017
Teams	20	23	26
Players	142	165	186
Tiny Tots	Jan	Feb	Mar
	19		

- 3. Swimming Pool

Winter Programs

	Jan	Feb	Mar	June	July
Seals Swim Clinic	45				
Water Polo	16				
Aquatic Aerobics	17				
Scout Merit Badges	18				
Swim Lessons	52				

Springville City Monthly Department Report

Legal Department – February 2017

Performance Management Statistics

Charge Types	New Charges this Month	Cases Dismissed this Month	Total Yearly Charges	Annual Conviction Percentage
DUI	5	0	5	-
DV Assault/Simple Assault	2	0	2	-
Child Abuse	0	0	0	-
Drug Paraphernalia/Drug Possession	24	1	24	-
Theft/Retail Theft	13	0	13	-
Total Open Court Cases	967			
	Monthly Hearings		Monthly Average	
Review Hearings/OSC	141/48		116/48	
Pretrial/Arraignments	139/154		91/137	
Sentencing	33		19	
Bench Trial/Jury Trial	8/0		5/1	
Preliminary	2		1	
Other	40		32	
Total	567		450	

- Victim Advocate helped approximately 20 new victims and approximately 10 ongoing victims and provided approximately 300 services to victims.
- Number of claims filed against the City and amount spent on claims:
 - January 2017 – 2 claims submitted. Total 2017 = 2 claims (\$4,703).
 - 2016 total – 21 claims (\$31,458).
 - 2015 total – 28 claims (\$36,247).
 - 2014 total – 25 claims (\$51,656).
 - 2013 total – 22 claims (\$21,528).

Significant Events – Youth Court/CTC

1. Currently Calendared Events for 2017.

April and September: Community QPR Class partnered with Utah County. September 10th is World Suicide Prevention Day. April –May are the highest months for adolescent suicide.

April: Begin recruiting for new Youth Court Members

May: New YC members chosen

May: Citywide Drug Take Back Event

June: Youth Court Training

June: Art City Days Teen Night

July: State Youth Court Conference: Executive Committee

- ##### 2. Statewide Annual Youth Court Training Conference. This year Springville is responsible for planning and carrying out the Statewide Annual Youth Court Training Conference, which lasts for three to four days.

**Springville City Buildings and Grounds Department
Monthly Department Report FY 2017**

Month: **JANUARY, 2017**

Performance Management Statistics

CANYON PARKS/CITY PARKS: RESERVATIONS & REVENUE						
	FYTD 2017	FY 2016	FY 2015	FY 2014	FY 2013	5 Yr. Average
Canyon Pavillions	363	506	452	435	411	451
Campsites	422	741	714	638	603	674
City Pavillions	20	75	59	33	49	54
Bartholomew Park Pavillions	130	261	87	0	0	174
Pavillion and Campsite Revenue	\$ 76,671.00	\$ 127,416.00	\$ 123,674.00	\$ 107,060.00	\$ 101,106.00	\$ 114,814.00
Bartholomew Park Pavillion Revenue	\$ 3,960.00	\$ 6,862.00	\$ 2,287.00	\$ -	\$ -	\$ 4,574.50
Field Rental Revenue	\$ -	\$ 8,508.00	\$ -	\$ -	\$ -	\$ 8,508.00

CEMETERIES						
	FYTD 2017	FY 2016	FY 2015	FY 2014	FY 2013	5 Yr. Average
Burials	101	177	179	182	199	184.25
Cremation Burials	10	19	18	21	17	18.75
Plots Sold	69	143	145	142	137	141.75
Revenues	\$ 143,137.00	\$ 270,212.34	\$ 255,889.00	\$ 268,346.00	\$ 232,140.00	\$ 256,646.84
Total # of Plots	25,298.00					
Total Plots Sold	21,353.00					
Total Plots Unsold	3,945.00					
Total Plots Occupied	13,839.00					

URBAN FORESTRY						
	FYTD 2017	FY 2016	FY 2015	FY 2014	FY 2013	5 Yr. Average
Trees Planted	28					
Trees Removed	166					
Trees Pruned	277					
Stumps Removed	34					
Years as Tree City USA	37	36	35	34	33	

FACILITIES MAINTENANCE						
	FYTD 2017	FY 2016	FY 2015	FY 2014	FY 2013	5 Yr. Average
Work Orders Completed	795					
Total # Work Orders	1134					
Total % Of Work Orders Complete	70%					
Maintenance & Cleanliness Call Backs	13					
Down Time (Days)	7					

JANUARY, 2017

Work Orders Derived From:	<u>Inspections</u>	<u>Scheduled Maintenance</u>	<u>Work Requests</u>	
	64	0	85	
Current Work Orders:	<u>In Progress</u>	<u>Pending</u>	<u>Completed</u>	<u>Canceled</u>
	27	70	47	2
Work Orders Completed	47			
Down Time (Days)	5			
Call Backs	0			
Total % Of Work Orders Complete	33%			
New Work Orders This Month	77			

STANDARDS & METRICS: Maintenance	Actual	Goal	Total	% Complete	Goal Met
Work Orders Completed on Schedule	46	90%	106	43%	NO
Work Orders Generated Via Inspection	149	50%	64	43%	NO
3 or Less Callbacks Per Month	9	3	N/A	N/A	NO
Completion of PM's	167	100%	240	69.60%	NO
Special Projects Completed	3	5%	56	5%	YES

NOTES FOR THE MONTH:

A lot of snow removal hours in January due to the high amounts of snow precipitation // Christmas lights have been turned off and will be removed around March during warmer weather. Christmas decorations are being removed or have been removed // The supply of city trees ordered and delivered are now being planted throughout the city. Notification was given to the areas with residents a few weeks ago // The circulation pump at the swimming pool failed causing a weekend of downtime

Report Criteria:

Business.License Status = ACTIVE

License.Approval date = 01/01/2017-01/31/2017

	Description	Location	License Description	Phone	Name
EXCEL HOMES	COMMERCIAL	715 N MAIN #1	CONTRACTOR	801-636-5231	JOE WILKINS
KURT BODILY PHOTOGRAPHY	HOME OFFICE	966 S 1600 E	PHOTOGRAPHY	801-360-4270	SHERYL LYNN BODILY
MENDING WAYS COUNSELING	COMMERCIAL	1220 N MAIN SUITE 11	COUNSELING SERVICES	801-473-4903	KWIN WILLIS
RED RHINO PROPERTIES	COMMERCIAL	2312 W 700 S	HOLDING COMPANY FOR THIS BUILDI	801-787-8362	JARED GALOVICH
WILSON & CATER	HOME OFFICE	623 S 850 W	MOBILE APPLIANCE REPAIR	888-664-1349	LUKE WILSON, MICHAEL

HOME OFFICE

2

COMMERCIAL

3

Grand Totals:

5