



# ANNUAL REPORT

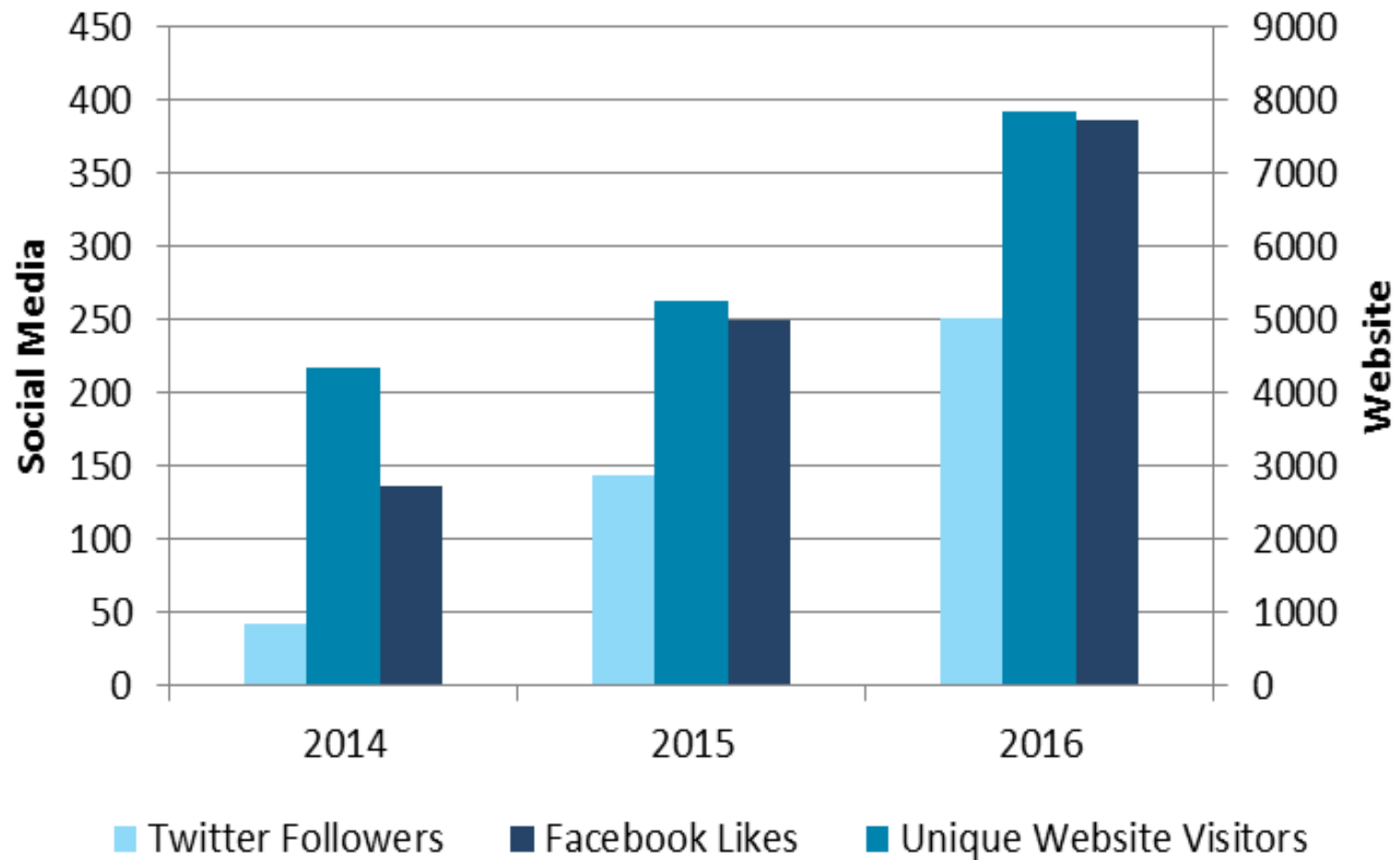
Presented by – Erin Wells, Assistant to the City Administrator

# Administration

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- Utility Rate Study
- Updated City newsletter layout and format

# Online Engagement



# Administration

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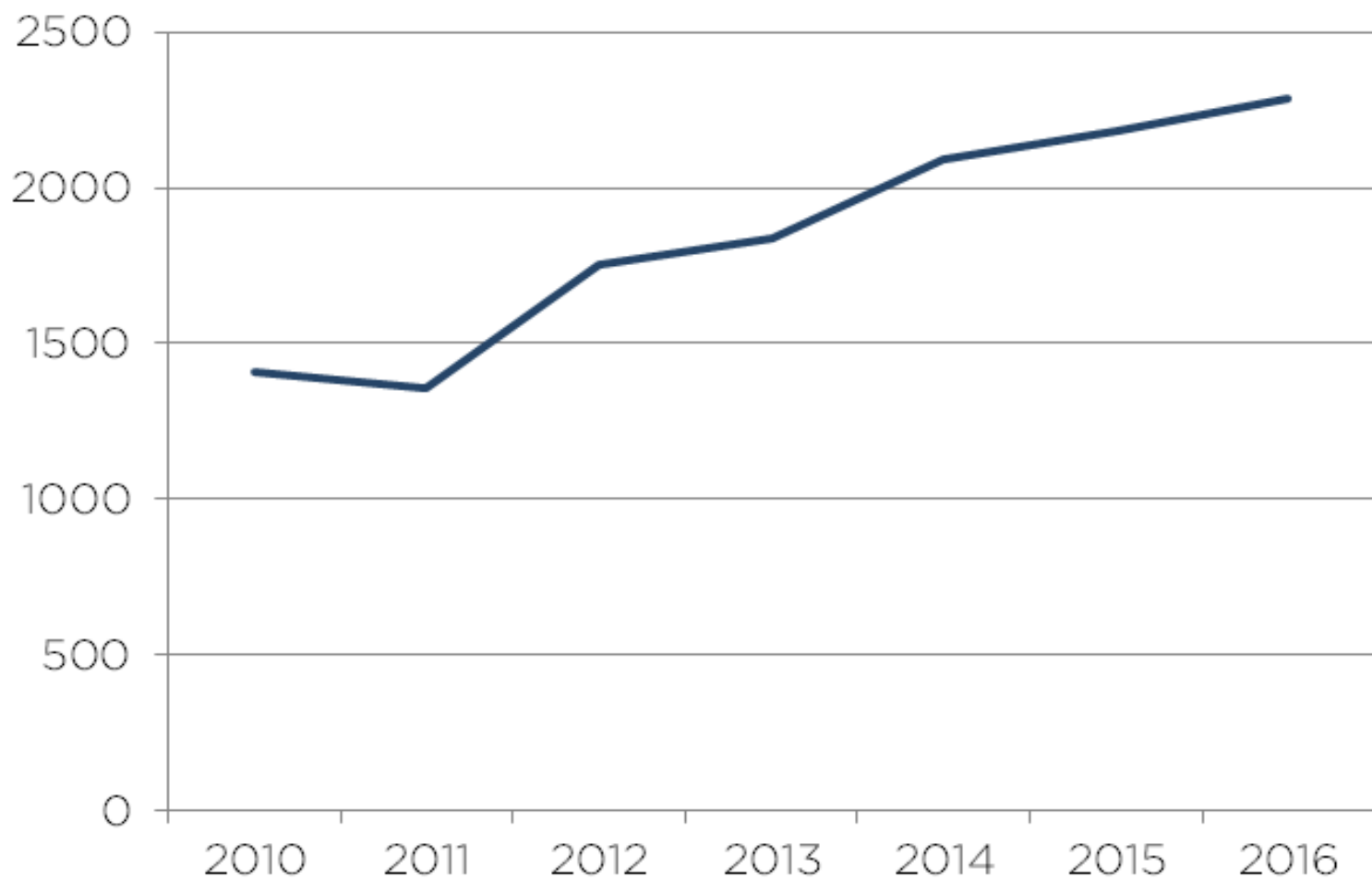
- Property Tax Information Campaign - Roads
- Implement Classification and Compensation Study
- Second annual citizen survey
- Update the City website site mapping and content
- Create a Cemetery Perpetual Care Fund Policy

# Community Development

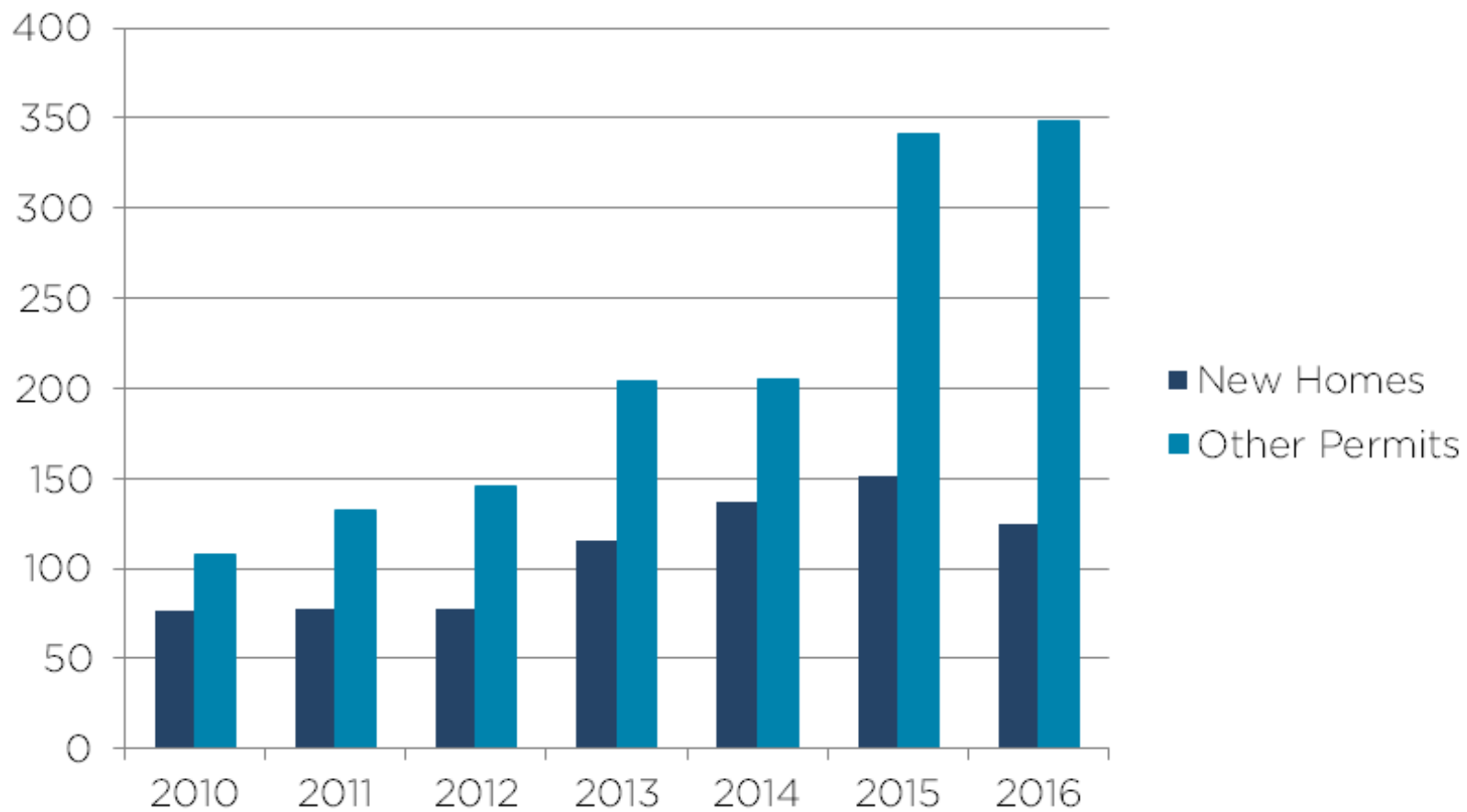
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- Amended the Town Center Overlay zone to eliminate residential development
- Facilitated in Open Space Property Disposal

# Building Inspections



# Building Permits



# Engineering

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- Design and construction of 10400 North sewer and road project (Phase 1)
- Design and construction of storm water overflow and embankment reconstruction at 10770 North
- Mountainland Association of Governments(MAG) funding for road projects on 4800 West and 6800 West
- Completed of Mercer Hollow Trail reconstruction



# Engineering

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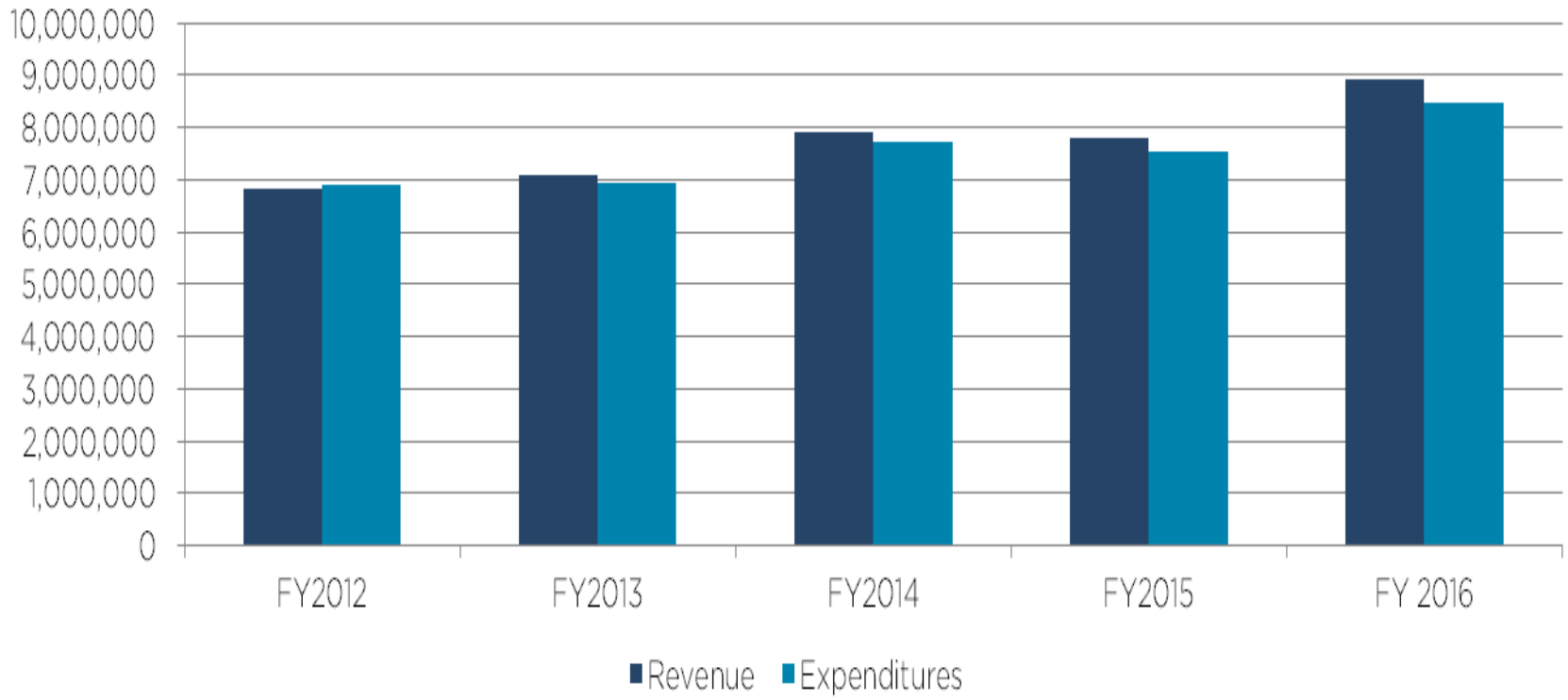
- Complete sump classification project
- Design and construct 10400 North sewer and road from 6000 West to 5600 West (Phase 2)
- Implement PEPG Road Plan and Start 5-year Maintenance Plan
- Update Geographic Information Systems (GIS) Shapefiles to be up-to-date with all infrastructure

# Finance

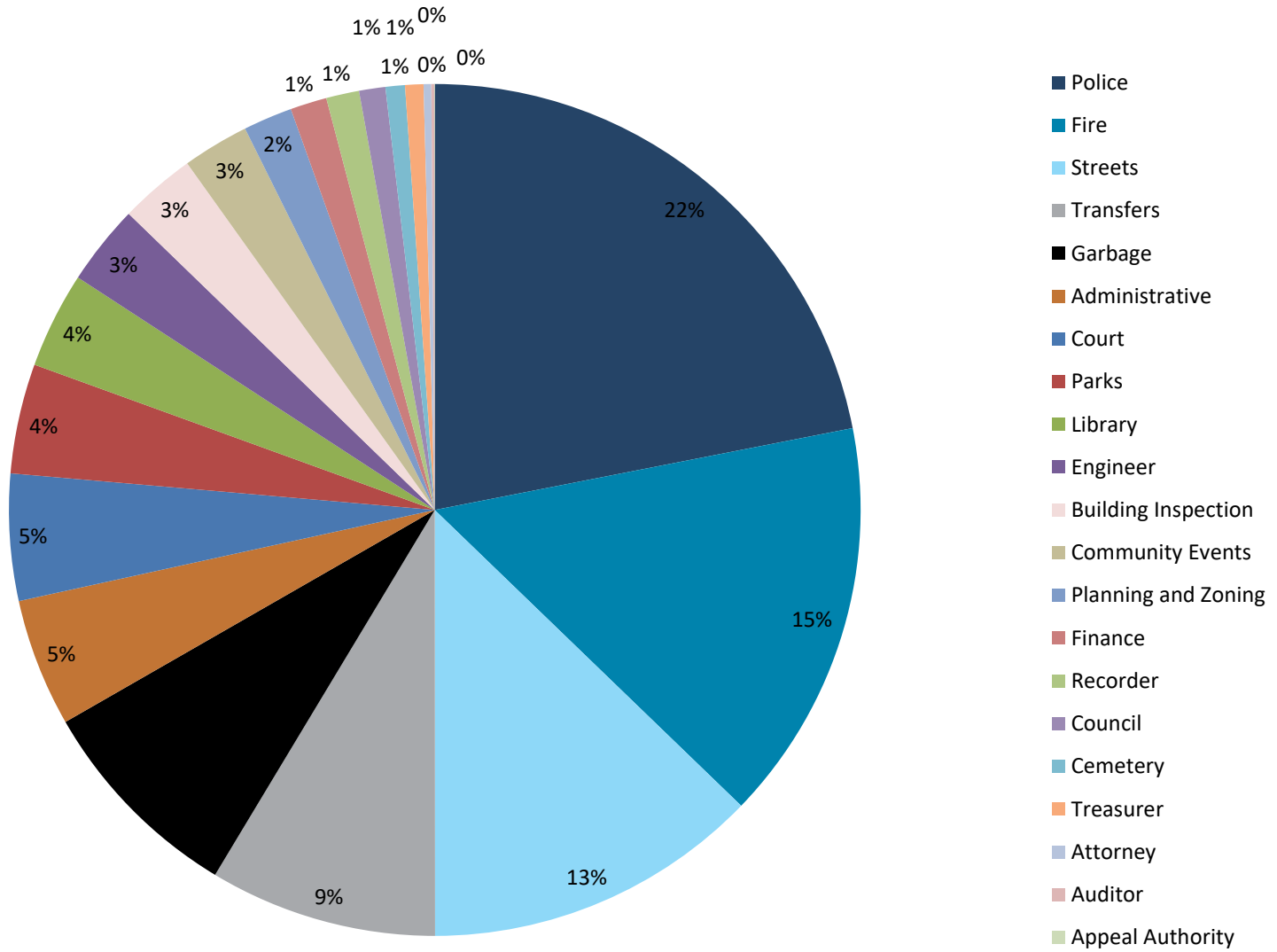
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- Refinanced the 2007 Park Bond, saving the city \$379K over the life of the bond
- Chaired the safety committee - \$3,300 premium refund
- Completed the Utility Rate Study

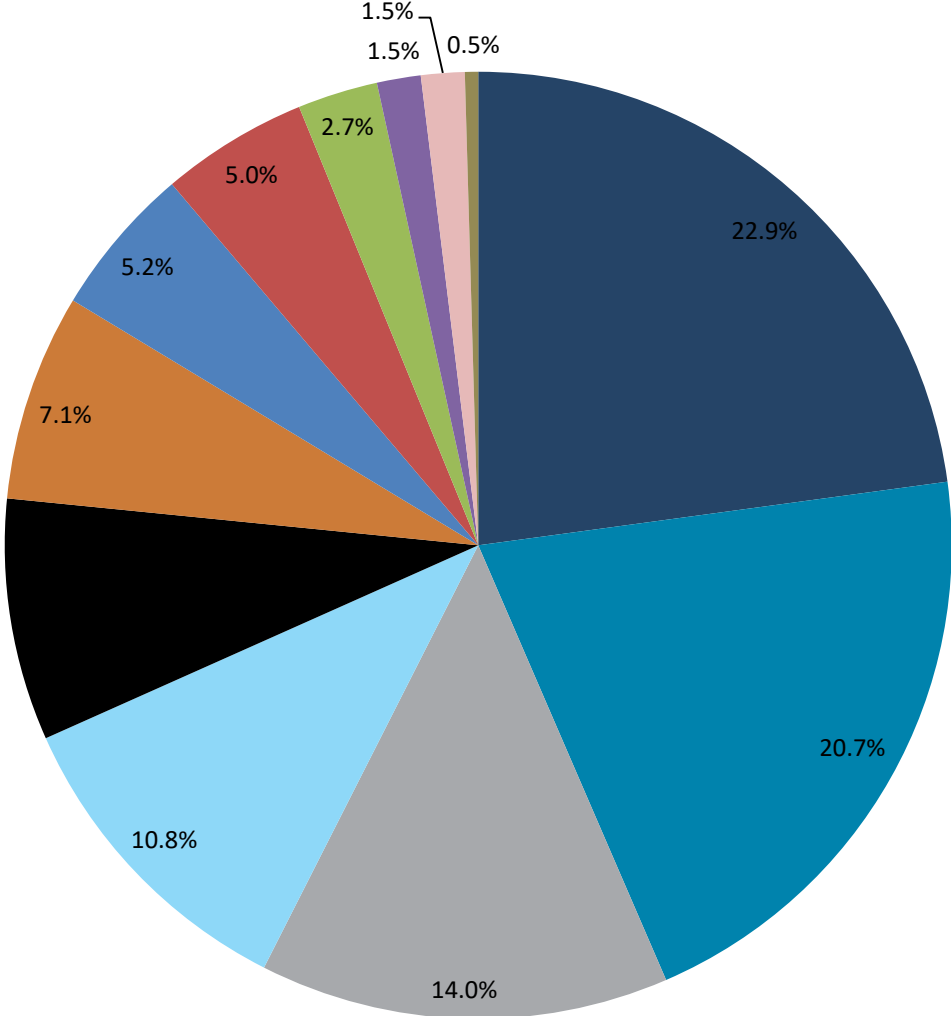
# General Fund Comparison



# General Fund Expenditures



# General Fund Revenues



- Sales Tax
- Property Taxes
- Other Taxes
- Garbage & Other Revenue
- Licenses and Permits
- Intergovernmental Revenue
- Miscellaneous Revenue
- Transfers
- Court Fines
- Cemetery Revenue
- Fees and Services
- Other Revenue

# Finance

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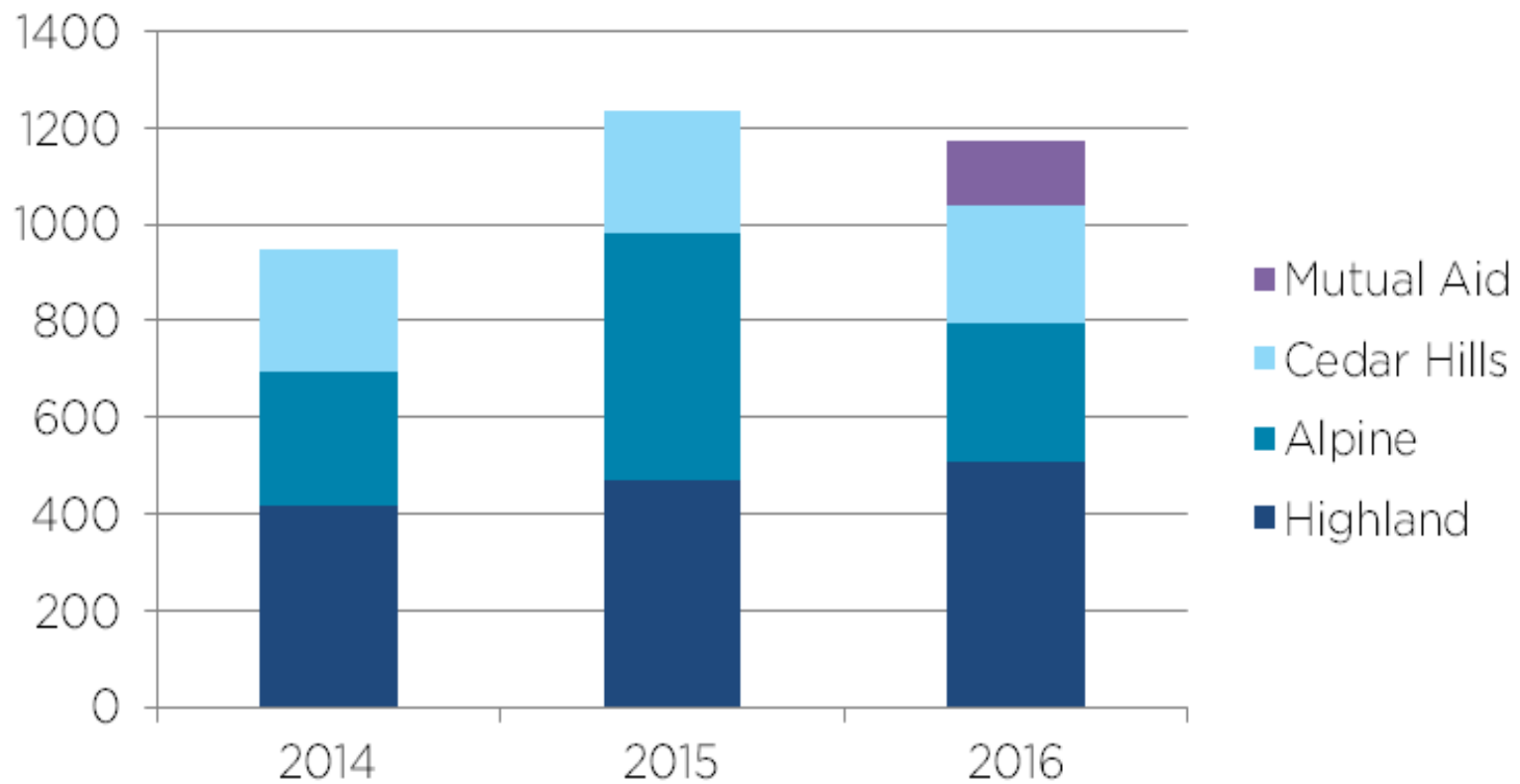
- Review and update the city's purchasing policy
- Produce an investment policy along with a monthly cash flow model
- Produce a three year budget document (forecast)

# Fire

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- New Policy and Procedures manual
- American Fork Canyon Emergency Response plan for the State of Utah
- Public Relations program
- Participated in a matrix study

# District Call Volume Breakdown





# Fire

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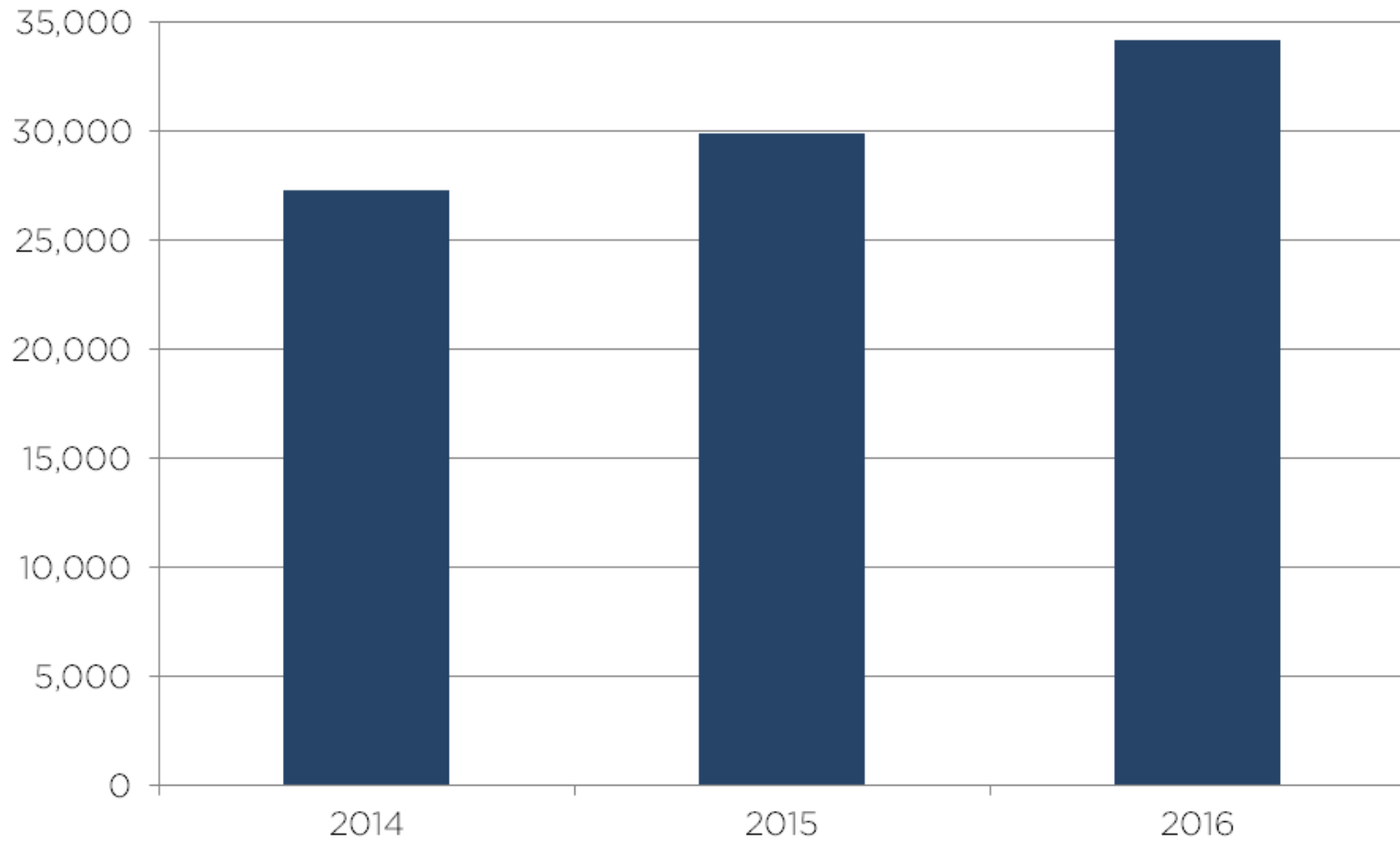
- Implement elements of changes suggested by the contracted consulting firm
- Implement an excellence in ethics program
- Work closely with Kevin Card (the District's new Emergency preparedness coordinator)

# Library

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- Planned, implemented, and completed Room for Everyone project/makeover
- Created new collections & Removed confusing collections
- Implemented and executed new patron driven policy changes and updated existing policies
- Implemented a new Integrated Library System, and interface for the Online Patron Access Catalog (OPAC)
- Approved and accepted book drive efforts from scouts and other interested community members
- Developed and implemented adult/teen/family programming
- Restructured story-time
- Held Summer Reading Program
- Completed a strategic plan for the Highland City Library
- Acquired a new educational database, Universal Class, available to all registered patrons for continuing education

## Collection Items



# Library

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- Respond to ongoing patron distributed survey results, particularly in terms of events and programs offered
- Continue to add items to the collection in efforts to attain full membership in NUCLC
- Reassess Summer Reading Program to accommodate the needs and responses of patrons
- Re-establish teen programming

# Legal

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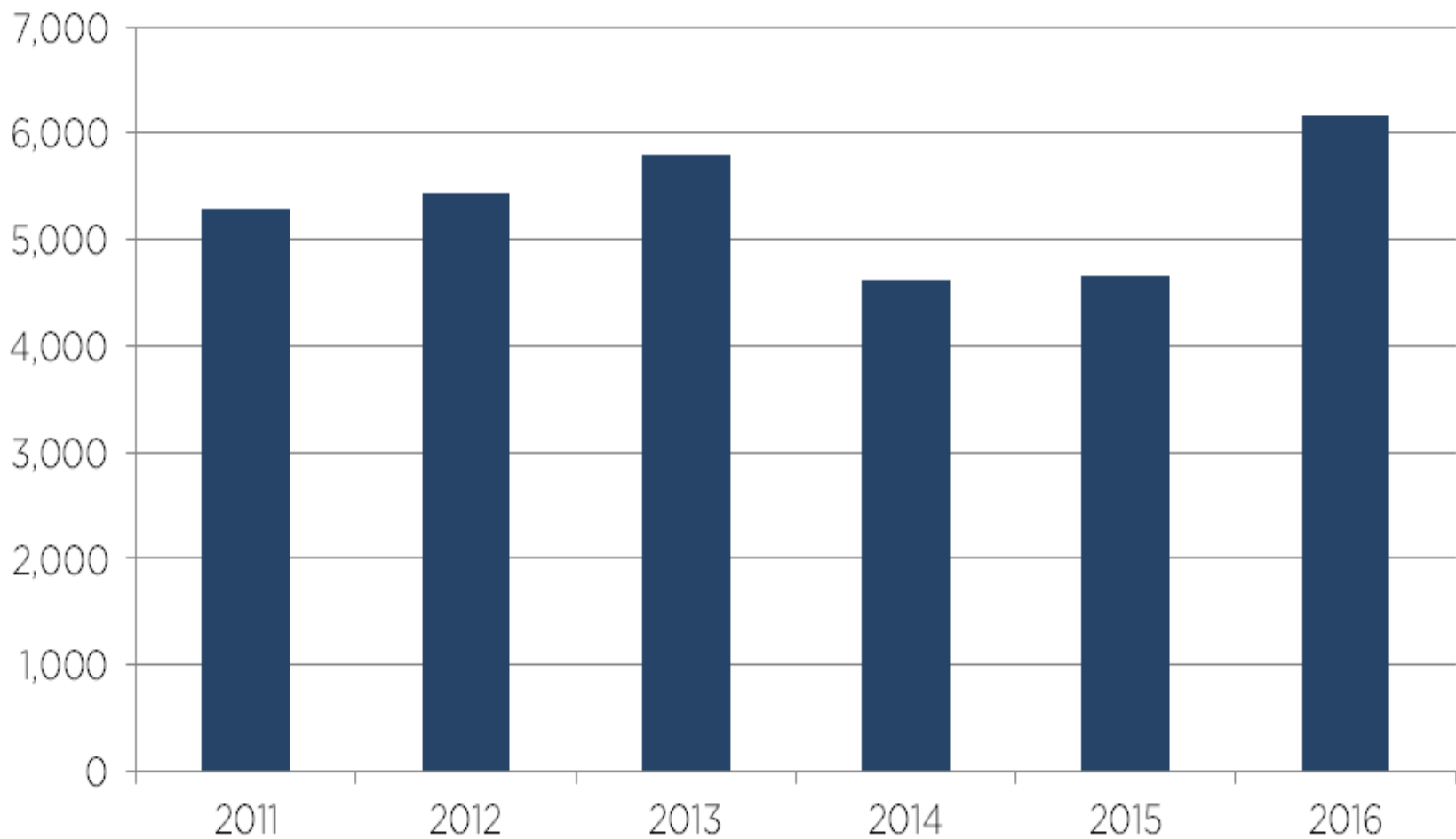
- Negotiated settlement of the DAE/Westbrook threatened litigation matter
- Revised personnel regulations and polices
- Assisted in prosecution of city ordinances and in selection process of new Justice court Judge
- Continue to systematically revise and updating the City Code and Personnel Policies

# Police

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- Academy Graduate Officers received advanced training in negotiations, traffic collisions, and crisis intervention team
- Streamlined fingerprinting
- Obtained equipment grants allowed for the purchase of computers and a thermal printer (for officers vehicles)

## District Reports Generated



# Public Works

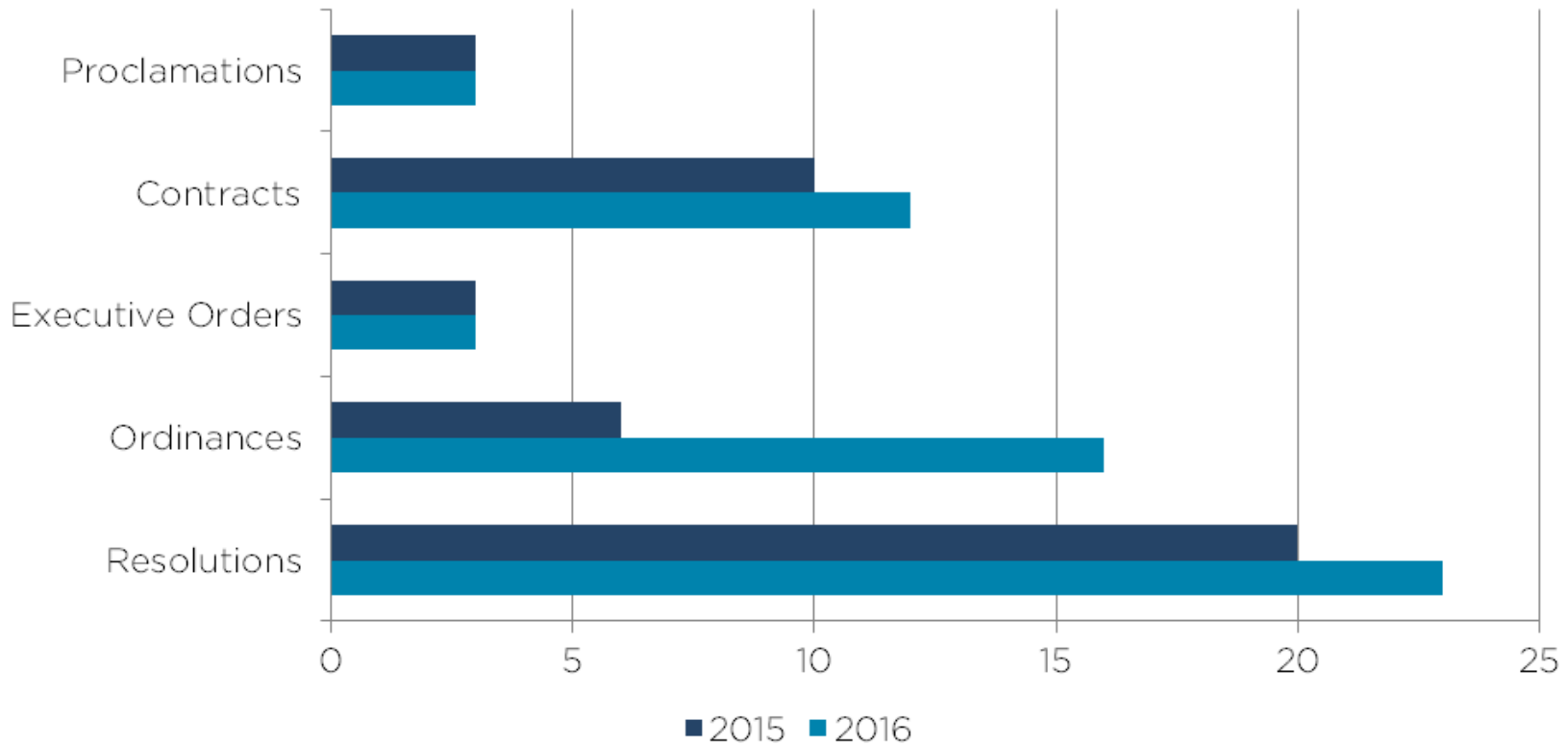
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- Culinary Water
- Parks/Cemetery
- Pressurized Irrigation
- Sewer
- Streets/Mechanic



# Records

## City Records Filed & Processed



# Records

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- Complete audit of all Ordinances and Resolution
- Create and organize a records room for all city records
- Transfer all Municipal Code and Development Code manuals to a new Municipal Code online program
- Organize and execute a well-run municipal election