



STAFF REPORT

DATE: March 28, 2024

TO: The Honorable Mayor and City Council

FROM: Kyle Maurer, Director of Finance and Administrative Services

SUBJECT: Discussion of the Fiscal Year 2025/2026 requested budgets for Parks, Cemetery, Recreation and Events, Blackridge, and Ice Ribbon.

RECOMMENDATION:

N/A – This is for discussion only.

ISSUE BEFORE COUNCIL:

N/A – This is for discussion only

BACKGROUND/SUMMARY:

As part of the fiscal year 2025/2026 budget process, staff have been discussing department budgets prior to presentation of the tentative budget.

DISCUSSION:

Parks Department

City of Herriman Parks FY2025/FY2026 Requested Budget										
	FY2024 Budget	FY2025 Base Budget	FY2025 Ongoing Request	FY2025 One Time Request	FY2025 Department Requested	FY2025 CM Recommended Budget	FY2026 Ongoing Request	FY2026 One Time Request	FY2026 Department Requested	FY2026 CM Recommended Budget
Revenue										
ARENA/EQUESTRIAN RENTAL	2,000	2,000	-	-	2,000	2,000	-	-	2,000	2,000
PARK FACILITIES RENT	11,000	11,000	-	-	11,000	11,000	-	-	11,000	11,000
PARK/PAVILION RENT	60,000	60,000	1,000	-	61,000	61,000	-	-	61,000	61,000
PARK/REC SPEC SERV DIST FEES	1,112,000	1,112,000	5,440	-	1,117,440	1,117,440	27,120	-	1,144,560	1,144,560
STALL RENTAL	2,000	2,000	(1,500)	-	500	500	-	-	500	500
Grand Total	1,187,000	1,187,000	4,940	-	1,191,940	1,191,940	27,120	-	1,219,060	1,219,060
Expenditures										
Personnel	1,789,900	1,821,300	405,450	-	2,226,750	1,931,110	275,350	-	2,206,460	2,029,120
Operating	2,203,893	2,157,893	(103,933)	23,400	2,077,360	2,059,250	131,570	25,950	2,195,570	2,188,380
Capital Outlay	317,700	-	-	-	-	-	-	-	-	-
Grand Total	4,311,493	3,979,193	301,517	23,400	4,304,110	3,990,360	406,920	25,950	4,402,030	4,217,500
Revenues Over/(Under)										
Expenditures	(3,124,493)	(2,792,193)			(3,112,170)	(2,798,420)	(379,800)		(3,182,970)	(2,998,440)

For fiscal year 2025, the overall budget was requested to increase \$324,917 (8%). Personnel was requested to increase 22%. For fiscal year 2025 the department requested the following personnel:

- Arborist Assistant (\$98,502)
- Sexton/Playground Inspector (\$121,758)
- Seasonal Parks Technicians (10) (4,800 hours) (\$90,539)

The City Manager has already indicated he will not be recommending new positions with his recommended FY2025/FY2026 budget. Without these requests, personnel is anticipated to increase 6% (\$109,810). In addition to a potential Cost of Living Adjustment (COLA) and an insurance increase of 2.7%, 20 career ladder and certification increases are requested.

Operating funds are requested to decrease (\$80,533) (4%). Key factors driving this decrease are as follows:

- Parking lot maintenance (from \$60,000 to \$40,000) (\$20,000)
- Sewer expense (from \$12,000 to \$6,000) (\$6,000)
- Contracted mowing (from \$471,387 to \$410,880) (\$60,507)
- Water (interfund) (from \$755,000 to \$625,000) (\$130,000)

A number of operating increases requests were made. Below are a few of the more significant:

- Printing and postage - \$30,400 – The Parks Department is currently not being charged for its portion of utility bill print and mailing costs associated with the Park/Rec Fee.
- Contracted services - \$8,000 – Wasatch Front Waste and Recycling significantly increased their rates in 2024.
- Small equipment - \$6,000.
- Computer replacements (rotation) - \$6,700.
- Trail maintenance - \$15,000 (Utah Outdoor Recreation Grant match and Midas/Rose Creek trail signs).
- Butterfield Park supplies - \$10,000.
- Contracted fertilization - \$25,000.

For fiscal year 2026, the overall department budget increase request was \$432,870 (11%). Personnel was requested to increase 14% (\$275,350). The following positions were requested:

- Parks Technician I (Construction) - \$89,969
- Seasonal Parks Technicians (10) (4,200 hours) - \$96,628

As mentioned previously, the City Manager will not be recommending any additional personnel in the FY2025/2026 budget. Without these positions, personnel is requested to increase 5% (98,010). In addition to a potential COLA and an anticipated 6% insurance increase, 11 career ladder and certification increases were requested.

Operating costs are requested to increase \$157,520 (7%). Significant requests are as follows:

- Contracted mowing (\$28,770) (\$410,880 to \$439,650) (7% increase and additional area).
- Contracted fertilization (\$6,000) (\$120,000 to \$126,000) (5% price increase).
- Water (interfund) (\$81,250) (from \$625,000 to \$706,250) (13% rate increase).
- Equipment (\$17,500) (golf cart/razor replacement \$9,500; flail mower \$8,000).
- Laptop replacements (rotation) (\$6,200).

Cemetery Department

City of Herriman Cemetery FY2025/FY2026 Requested Budget											
Revenue	FY2024 Budget	FY2025		FY2025		FY2025		FY2026		FY2026	
		FY2025 Base Budget	Ongoing Request	One Time Request	Department Requested	FY2025 CM Recommended Budget	Ongoing Request	One Time Request	Department Requested	FY2026 CM Recommended Budget	
CEMETERY - BURIALS	50,000	50,000	-		50,000	50,000	-		50,000	50,000	
CEMETERY - LOT SALES	-	-	60,000		60,000	60,000	-		60,000	60,000	
CEMETERY - MONUMENT HEADSTONE	-	-	1,000		1,000	1,000	-		1,000	1,000	
CEMETERY - VETERAN PLAQUES	345	345	155		500	500	-		500	500	
Grand Total	50,345	50,345	61,155		111,500	111,500	-		111,500	111,500	

Expenditures	FY2024 Budget	FY2025		FY2025		FY2025		FY2026		FY2026	
		FY2025 Base Budget	Ongoing Request	One Time Request	Department Requested	FY2025 CM Recommended Budget	Ongoing Request	One Time Request	Department Requested	FY2026 CM Recommended Budget	
Personnel	31,000	36,600	7,480		44,080	38,640	4,920		43,560	40,280	
Operating	53,200	38,200	5,010	17,140	60,350	60,350	2,500	10,000	55,710	55,710	
Grand Total	84,200	74,800	12,490	17,140	104,430	98,990	7,420	10,000	99,270	95,990	

Revenues Over/(Under) Expenditures	(33,855)	(24,455)			12,510			12,230	15,510
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For fiscal year 2025, the overall department budget increase request was \$29,630 (40% increase). The following capital-related items were requested totaling \$17,140:

- Angel monument base (\$8,140)
- Benches (\$2,000)
- Lighting for angel monument (\$2,000)
- Asphalt repairs (\$5,000)

A portion of the additional personnel requested in the Parks Department budget was allocated to the Cemetery budget (\$5,440). As previously discussed, the City Manager will not be recommending additional personnel with his recommended budget. Other operating increase requests include:

- \$1,300 additional funds for new equipment relating to double stacking graves.
- \$1,150 additional sanitation funds due to Wasatch Waste and Recycling fee increases.
- \$1,800 to align the backhoe/mini X lease payments with actual expenditures.

\$2,040 of the increase relates to the Cemetery's portion of parks department employee increases (COLA, insurance, step and certification increases).

For fiscal year 2026, the overall department increase request is \$17,420. \$3,280 of this amount relates to the Cemetery’s portion of parks employees requested for fiscal year 2026. Other requested increases include:

- \$1,000 additional funds for supplies
- \$1,370 anticipated cost increase for Wasatch Front Waste and Recycling
- \$5,000 for asphalt repairs
- \$5,000 for Cemetery markers (new section)

Events Department

City of Herriman										
Events FY2025/FY2026 Requested Budget										
Revenue	FY2024 Budget	FY2025				FY2026				
		FY2025 Base Budget	Ongoing Request	FY2025 One Time Request	FY2025 Department Requested	FY2025 Recommended Budget	FY2026 Ongoing Request	FY2026 One Time Request	FY2026 Department Requested	FY2026 Recommended Budget
FT HERRIMAN DAYS SPONSORSHIP	5,000	5,000	5,000		10,000	10,000	-		10,000	10,000
FT. HERRIMAN DAYS	10,000	10,000	30,000		40,000	40,000	-		40,000	40,000
MISC. EVENT REVENUE	9,000	9,000	-		9,000	9,000	-		9,000	9,000
MISC. EVENTS SPONSORSHIP	10,000	10,000	(5,000)		5,000	5,000	-		5,000	5,000
PRCA RODEO	80,000	80,000	96,650		176,650	176,650	-		176,650	176,650
PRCA RODEO SPONSORSHIP	20,000	20,000	15,000		35,000	35,000	-		35,000	35,000
Grand Total	134,000	134,000	141,650		275,650	275,650	-		275,650	275,650

Expenditures	FY2024 Budget	FY2025				FY2026				
		FY2025 Base Budget	Ongoing Request	FY2025 One Time Request	FY2025 Department Requested	FY2025 Recommended Budget	FY2026 Ongoing Request	FY2026 One Time Request	FY2026 Department Requested	FY2026 Recommended Budget
Personnel	496,500	347,500	7,360		354,860	354,860	10,250		365,110	365,110
Operating	88,705	87,205	(19,105)	2,200	70,300	70,300	670	2,370	71,140	71,140
Events	182,300	182,300	8,400		190,700	190,700	-		190,700	190,700
Rodeo	105,900	105,900	101,410		207,310	207,310	8,000		215,310	215,310
Security	26,000	26,000	50,760		76,760	76,760	6,640		83,400	83,400
Capital Outlay	13,000	13,000	3,700		16,700	16,700	5,000		21,700	21,700
Grand Total	912,405	761,905	152,525	2,200	916,630	916,630	30,560	2,370	947,360	947,360

Revenues Over/(Under)										
Expenditures	(778,405)	(627,905)			(640,980)	(640,980)				(671,710)
Add: Ice Ribbon	69,800	17,500								
Add: Blackridge Personnel	46,800									
Net Revenues Less Expenditures	(661,805)	(610,405)			(640,980)	(640,980)				(671,710)

For fiscal year 2025, the overall requested increase is \$154,725 (20% increase). Of this amount, \$141,650 is mitigated by increased revenue. The overall net increase requested is \$13,075 (2%).

The two largest increase requests are for rodeo operations (\$101,410) and Herriman Police Department security (\$50,760). Security has routinely been underbudgeted in prior fiscal years. For example, in fiscal year 2023 \$82,550 was spent on security costs but only \$25,000 was budgeted.

Below is a cost analysis of the major events hosted by the City. Estimated costs and direct revenue are also included. Of note, the department has \$271,000 of personnel costs \$87,000 of other costs that are not allocated to specific programs and are not included in the following table:

Events	FY2024 (Operating Only)	FY2025					Less: Tickets/ Sponsorships	Net Total
		Operating	City Staff	Overtime	HPD	Total		
Towne Days	95,600	108,000	21,900	11,340	46,300	187,540	(50,000)	(137,540)
Herriman Howl	18,850	25,000	1,910	1,080	5,180	33,170	-	(33,170)
Night of Lights	21,530	20,500	2,750	1,360	1,660	26,270	-	(26,270)
Other	46,329	37,200	6,000	6,730	3,000	52,930	(14,000)	(38,930)
Rodeo	214,336	207,310	12,990	8,350	20,620	249,270	(211,650)	(37,620)
GRAND TOTAL	396,645	398,010	45,550	28,860	76,760	549,180	(275,650)	(273,530)

“Other” events include the following (operating costs only) (\$37,200 total):

Perks in the Park	\$2,500	HPD/UFA appreciation breakfast	\$5,000
Community Fishing	\$2,500	Memorial Day breakfast	\$6,000
Safety Palooza	\$3,500	Veterans Day/Wreaths Across America	\$500
Farmer’s Market activities	\$2,700	Prizes for various events	\$2,000
Community Partners luncheon	\$7,000	Miscellaneous new events	\$5,500

The Events Department is also requesting \$8,700 for holiday decorations and \$2,200 for computer purchases (rotation).

For fiscal year 2026, the overall requested increase is \$32,930 (4%). Notable increase requests include the following:

- Additional \$10,250 for anticipated COLA/insurance increases, along with an additional \$1,600 in overtime (due to anticipated salary increases).
- \$3,040 in additional operating expenditures, including \$2,370 for computer replacements (rotation).
- Additional \$5,000 (\$13,000 total) for a float “refresh.”
- Additional \$8,000 for anticipated increases in rodeo expenditures.
- Additional \$6,640 for anticipated increases in Herriman Police Department security costs.

Blackridge Department

City of Herriman Blackridge FY2025/FY2026 Requested Budget										
Revenue	FY2025					FY2026				
	FY2025 Base Budget	FY2025 Ongoing Request	FY2025 One Time Request	FY2025 Department Requested	FY2025 CM Recommended Budget	FY2026 Ongoing Request	FY2026 One Time Request	FY2026 Department Requested	FY2026 CM Recommended Budget	
BLACKRIDGE PARKING LOT FEE	-	51,300		51,300	51,300	-		51,300	51,300	
PARKING PERMIT FEE	250	(250)		-	-	-		-	-	
Grand Total	250	51,050		51,300	51,300	-		51,300	51,300	

Expenditures	FY2025					FY2026				
	FY2025 Base Budget	FY2025 Ongoing Request	FY2025 One Time Request	FY2025 Department Requested	FY2025 CM Recommended Budget	FY2026 Ongoing Request	FY2026 One Time Request	FY2026 Department Requested	FY2026 CM Recommended Budget	
Personnel	53,270	1,850		55,120	55,120	1,760		56,880	56,880	
Operating	-	50,600		50,600	50,600	-		50,600	50,600	
Grand Total	53,270	52,450		105,720	105,720	1,760		107,480	107,480	

Revenues Over/(Under)		Expenditures	
		(53,020)	(54,420)
			(54,420)
			(56,180)
			(56,180)

New for fiscal year 2025 and 2026 is a separate department for Blackridge Reservoir. This department includes personnel expenditures previously recorded in the Events Department and operating expenditures previously recorded in the Parks Department. Of the \$105,720 requested budget, \$55,120 is for personnel, \$30,000 is for external enforcement and \$20,600 is for operating supplies (such as maintenance and utilities). For fiscal year 2026, an additional \$1,760 in personnel expenditures are being requested for anticipated COLA/insurance increases.

Ice Ribbon Department

City of Herriman Ice Ribbon FY2025/FY2026 Requested Budget										
Revenue	FY2025					FY2026				
	FY2025 Base Budget	FY2025 Ongoing Request	FY2025 One Time Request	FY2025 Department Requested	FY2025 CM Recommended Budget	FY2026 Ongoing Request	FY2026 One Time Request	FY2026 Department Requested	FY2026 CM Recommended Budget	
ICE RIBBON	170,000	74,430		244,430	244,430	-		244,430	244,430	
Grand Total	170,000	74,430		244,430	244,430	-		244,430	244,430	

Expenditures	FY2025					FY2026				
	FY2025 Base Budget	FY2025 Ongoing Request	FY2025 One Time Request	FY2025 Department Requested	FY2025 CM Recommended Budget	FY2026 Ongoing Request	FY2026 One Time Request	FY2026 Department Requested	FY2026 CM Recommended Budget	
Personnel	55,340	5,460		60,800	60,800	1,970		62,770	62,770	
Operating	-	25,690		25,690	25,690	410		26,100	26,100	
Grand Total	55,340	31,150		86,490	86,490	2,380		88,870	88,870	

Revenues Over/(Under)		Expenditures	
		114,660	157,940
			157,940
			155,560
			155,560

New for fiscal year 2025 and 2026 is a separate department for the Ice Ribbon. Expenditures were previously recorded in the Events Department budget. The requested budget constitutes the following:

- \$60,800 in personnel costs.
- \$8,190 for reservation and point of sale (POS) software (subscription).
- \$17,000 for operating supplies and \$500 for special events (such as themed skate night).

Fiscal year 2026 includes a request for an additional \$410 in operating costs for anticipated increases to the POS software used and \$1,970 for an anticipated COLA and insurance increases.

Arts and Cultural Development – A total of \$90,500 is requested for Arts and Cultural development grants. This is the same amount as fiscal year 2024.

ALTERNATIVES:

N/A – This is for discussion only.

FISCAL IMPACT:

Fiscal impacts are noted in the above discussion and attachment.

ATTACHMENTS:

Line item detail