

HB 164 Municipal Enterprise Fund Amendments (5 steps)

Step 1: Enhanced notice and specific information

Step 1: At least 7 days before hearing: provide specific info through multiple communication channels

“Specific Enterprise Fund Information” includes:

- \$ of transfer from enterprise fund to general fund
- % of total enterprise fund expenditures represented by each transfer
- Date, time, place, and purpose of hearing

Communication:

- Post, on Utah Public Notice Website
- Post, on website prominently if you have a website
- Post, on social media if you have social media
- Mail to enterprise fund customers, if you mail a periodic billing, or
- Email, if you email a periodic billing



HB 164 Steps 2 and 3

Step 2: Include transfer information in tentative budget or amendment:

- Create a separate section or document
- Identify fund(s) from which monies are to be transferred
- Provide “Specific Enterprise Fund Information” for each fund.

Step 3: Hold an independent enterprise fund transfer hearing

- Provide “Enterprise Fund Accounting Data”, which includes:
 - Administrative and overhead costs,
 - Other costs not associated with the enterprise,
 - “Specific Enterprise Fund Information”
- Allow for public comment
- May be same day as budget hearing



HB 164 Steps 4 and 5

Step 4: Auditor

- Within 30 days of adopted budget, submit “Specific Enterprise Fund Information” for each fund to the Auditor’s office

Step 5: Follow up notice

- Within 7 days after adopted budget, post “Enterprise Fund Accounting Data” on city website and social media (if applicable)
 - Website post must remain until next notice is required
- Within 60 days after the budget, mail/email users:
 - Notice of what was adopted including “Specific Enterprise Fund Information”

