



# ANNUAL BUDGET

## 2015-2016

275 WEST MAIN STREET  
SANTAQUIN, UTAH  
(801) 754-3211  
[www.santaquin.org](http://www.santaquin.org)



# SANTAQUIN CITY ANNUAL BUDGET

FOR THE FISCAL YEAR

JULY 1, 2015 – JUNE 30, 2016

KIRK F. HUNSAKER  
MAYOR

KEITH E. BROADHEAD  
COUNCIL MEMBER

MATTHEW D. CARR  
COUNCIL MEMBER

DAVID S. HATHAWAY  
COUNCIL MEMBER

NICHOLAS P. MILLER  
COUNCIL MEMBER

AMANDA S. JEFFS  
COUNCIL MEMBER

BENJAMIN A. REEVES  
CITY MANAGER

## MISSION STATEMENT

The mission of Santaquin City is to provide for a high quality of life for people who live and work in Santaquin City; by providing guidelines and standards that ensure the orderly and balanced distribution of growth, sound fiscal and economic investment and preservation of the open and rural environment in a clean attractive physical setting.



SANTAQUIN CITY  
2015-2016 APPROVED BUDGET

---

TABLE OF CONTENTS	<u>Page</u>
Budget Message	6
Santaquin City Community Profile	7
Location	8
History	8
Santaquin Area Map	9
General Statistics	12
<b>Budget Overview Section</b>	<b>17</b>
Overview of Santaquin City Accounting Structure	18
<i>Basis of Accounting</i>	18
<i>Fund &amp; Fund Types</i>	18
<i>Governmental Funds</i>	19
<i>Proprietary Funds</i>	20
<i>Budgetary Fund Chart</i>	21
Supporting Entities – Municipally Controlled	22
Community Development Area (CDA)	22
Special Service District for Road Maintenance (SSD)	25
Local Building Authority (LBA)	26
Organizational Structure and Budget Development	28
<i>Organizational Chart</i>	28
<i>Purchasing Policy</i>	28
<i>Budget Calendar</i>	29
Santaquin City Goals & Priorities	32
<i>Santaquin City Council Charter</i>	32
<i>Santaquin City Council Goals 2013-2014</i>	32
<i>Updated Prioritization of Goals for 2014-2015</i>	36
Santaquin City Focus	37
<i>Economic Development</i>	37
<i>Salary &amp; Benefit Increases</i>	38
<i>Tax Levels</i>	39
<i>Rate &amp; Fee Changes</i>	39
<i>Use of Reserve or Fund Balances</i>	40
Major Budget Issues	42
<i>City Facilities</i>	42

SANTAQUIN CITY  
2015-2016 APPROVED BUDGET

---

TABLE OF CONTENTS – *CONTINUED*

<b>Budget Summary Section</b>	<b>49</b>
Citywide Revenues	50
Fund to Fund – Transfers	52
Citywide Expenditures	54
Budget Summary	56
General Fund	63
Functional Areas – Departmental Review	64
<i>Public Safety</i>	64
<i>Public Works</i>	68
<i>Community Development</i>	71
<i>Leisure Services</i>	73
<i>Administrative Services</i>	75
Salary & Benefits	78
Capital Projects	79
Citywide Debt	79
<b>Appendix</b>	
A – Santaquin City Budget – Detail Version	
B – Current Consolidated Fee Schedule	
C – Debt Service Amortization Schedules	
D – Glossary	
E – Acronyms	

**SANTAQUIN CITY**  
**2015-2016 APPROVED BUDGET**

---

June 17, 2015

To: Mayor Kirk F. Hunsaker, Santaquin City Council, Citizens of Santaquin

**RE: Budget Message**

It is my pleasure to present the Fiscal Year 2015-2016 Budget to you for your approval. This document is the most comprehensive and transparent budget document ever prepared by Santaquin City. It is my hope that the narrative provided in this document will better clarify the city's financial position, its goals, aspirations, and the projects currently underway.

This budget is a collection of financial data provided by the ongoing operations and future forecast of the City of Santaquin along with community information provided by Santaquin City's General Plan. The format of Santaquin City's budget document draws heavily on the GFOA award winning budget of our neighboring community of Lindon. To further enhance this year's document, the Santaquin City Council followed the strategic goal setting methodology modeled by our neighboring community of Lehi.

I would like to express my sincere appreciation for all of those involved with the creation of this document. I especially want to express appreciation to the Directors, Department Heads, Mayor and City Councilmembers for your dedicated attendance at meetings and fulfillment of informational requests. Lastly, I want to express my appreciation to the cities of Lindon and Lehi for raising the bar for all Utah County municipalities by providing model documents for sharing their community's financial information.

---

**BENJAMIN A. REEVES**  
Santaquin City Manager



## SANTAQUIN CITY COMMUNITY PROFILE SECTION

This section of the city's 2015-2016 budget includes information regarding the city's culture, location, population, education, economic development, and statistics.

Location.....	8
History.....	8
Santaquin Area Map.....	9
General Statistics.....	12

## SANTAQUIN CITY COMMUNITY PROFILE

### LOCATION

Santaquin is the southernmost city located in Utah County and extends into Juab County. It is truly the gateway city to Utah County with Interstate 15 running through and along its eastern side. It is also a major cross-road for Utah County in that State Route 6 (Main Street) connects I-15 to the recreational amenities of the “Little Sahara Recreation Area” and the southern accesses to and around Utah Lake. It is also the corridor to many smaller towns, including Genola, Goshen, Elberta, and Eureka.

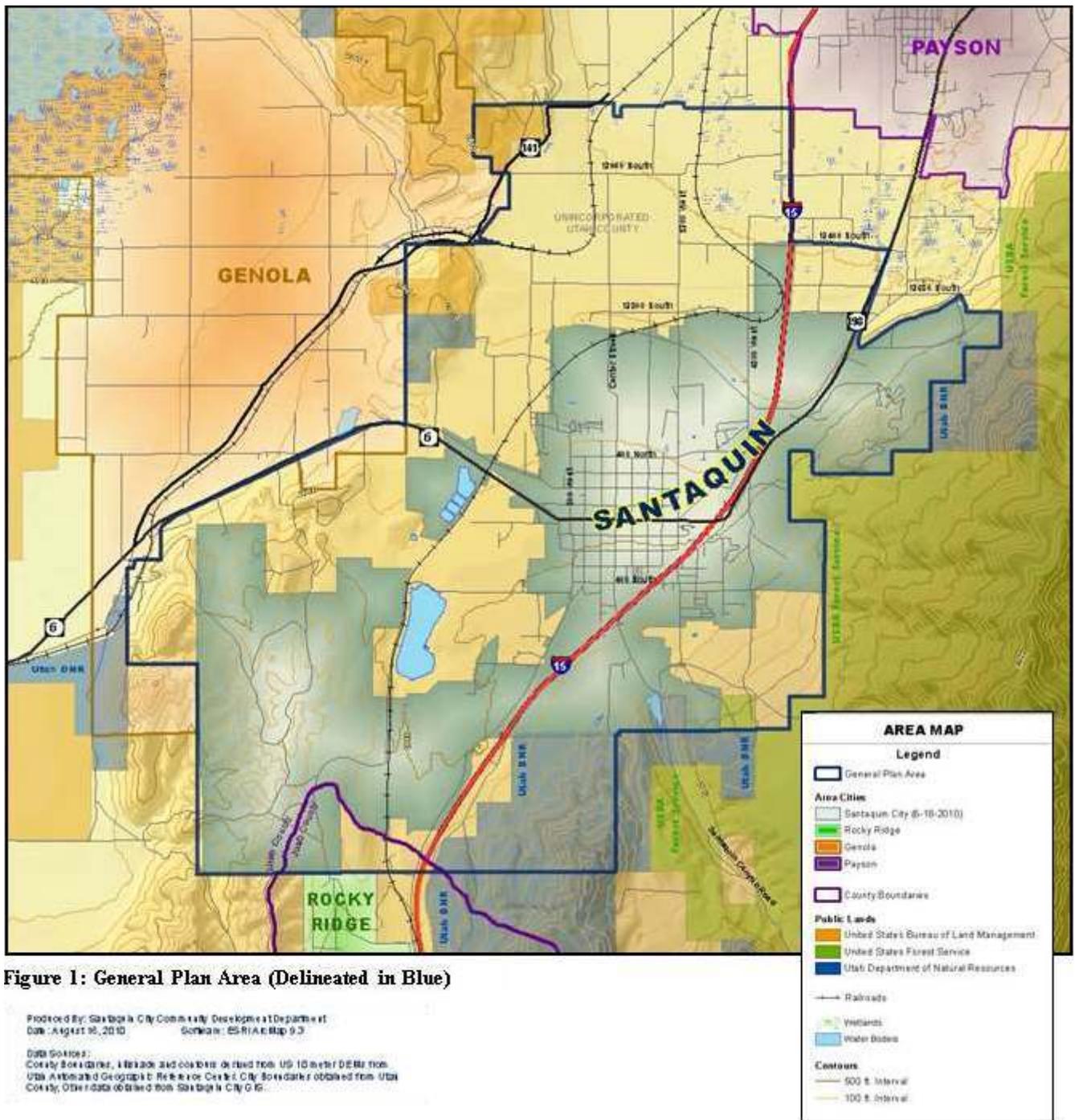
Other jurisdictions around Santaquin include Payson City, the community of Spring Lake, unincorporated Utah County rural areas, and lands to the north managed by the Bureau of Land Management. To the south are lands controlled by Juab County and the small community of Rocky Ridge. Santaquin is bounded on the east by the mountainous lands managed by the US Forest Service and lands owned by the Utah Department of Natural Resources. Santaquin City is located about seventy miles south of the state capitol, Salt Lake City and approximately 20 miles south of the county seat, Provo City.

### HISTORY

Originally called Summit City because of its location at the summit dividing Utah and Juab valleys, the area was settled in late 1851 by pioneers. Abundant groves of trees, access to Summit Creek, and a more temperate bench climate made this an ideal place for a community.

A friendship developed between local Indian Chief Guffich and Benjamin F. Johnson, leader of the original pioneers, which enabled the pioneers to settle peacefully in the area. By 1853 the settlement had grown sufficiently to become known as Summit Creek Precinct No. 7. Soon after, however, the Walker War broke out, and the settlers were forced to move to Payson for safety, where they remained until 1855.

SANTAQUIN CITY  
2015-2016 APPROVED BUDGET



**Figure 1: General Plan Area (Delineated in Blue)**

Around this time a fort was built according to plans furnished by architect Truman O. Angell. After its completion, the settlers moved back to the town in the spring of 1856. One night soon after the resettlement, Chief Guffich came secretly to warn Johnson of an impending raid by young braves (some conflicting local histories state that it was the Chief's son, Santaquin, who warned the settlers). The settlers quickly left, and when the raiders found the fort deserted, Chief Guffich explained to them that the white men were good people and that the Great Spirit had warned them

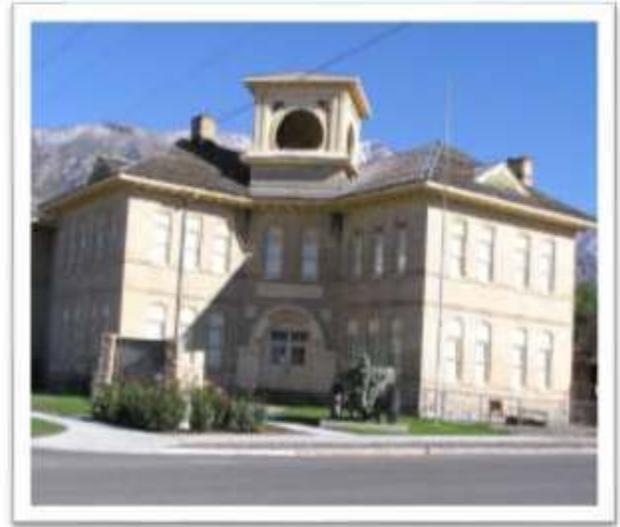
## SANTAQUIN CITY 2015-2016 APPROVED BUDGET

---

of the attack. It was claimed that from that day peace was made between the local Indians and the pioneers. It was decided to name the town after Guffich, but he declined the honor and asked that the settlement be named “Santaquin” after his son.

A rock schoolhouse was built in the fort in 1856. It was stoutly built and served the public for many years, still being used in the 1980's. Religious meetings were conducted in the school until 1896 when the first local church building was constructed. The school now serves as a museum, senior citizens' center and a veterans' memorial hall.

In addition to farming, early industries included a sawmill, a flour mill, a molasses mill, and a furniture shop. A silk industry was started with the planting of mulberry trees, some of which still remain in the city. Horse and buggy were the only means of transportation available until 1875, at which time the Utah Southern Railroad completed a line to Santaquin. About that time, rich ore was discovered in the Tintic area. Several mines were discovered on Santaquin ridge, or Dry Mountain, with copper, lead, silver, and zinc being mined; the Union Chief mine was the most prosperous.



Old rock school house at the corner of 100 South  
100 West



View of orchards in Santaquin Area

Following serious flooding in 1949, the Summit Creek Canal and Irrigation Company was given approval to construct a reservoir west of the city; on several occasions it has prevented disastrous damage to the community. A diversion dam was completed and more than 10,000 feet of concrete pipe laid in 1971, which proved to be an efficient method of conserving valuable water resources. Irrigation methods changed to sprinkling systems or drip systems, enabling farmers to efficiently irrigate land that was not level, bringing more farmland into production. Historic irrigation ditches are still prevalent in the community and continue to serve the needs of local farmers. Natural gas service was brought to Santaquin in 1954, and marked a major development in the modernization of the community.

## SANTAQUIN CITY 2015-2016 APPROVED BUDGET

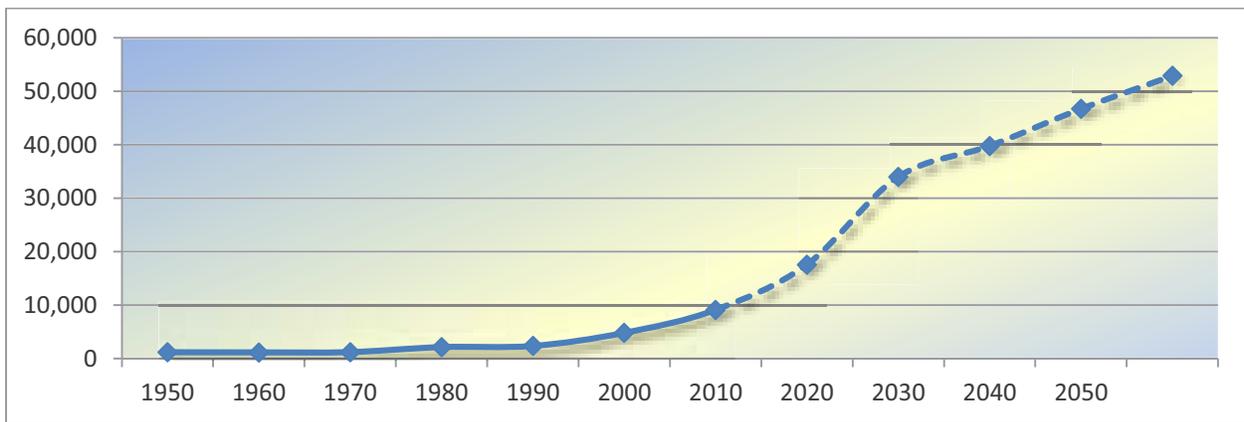
---

With the construction of the steel plant at Geneva and the rapid growth in the Provo-Orem area to the north, many fruit farmers relocated to the Santaquin area. Large orchards were planted, replacing wheat fields and pasture land. The construction of cold storage and fruit processing facilities created many jobs in the community.

Another major economic event occurred in 1968 with the completion of Interstate 15 through the town. This new road system made it possible for local agribusinesses to more easily distribute goods and receive supplies. The Interstate also caused a commercial leap frog to occur around Santaquin with reduced travel time between major economic centers in other southern Utah County towns and within Nephi City, Juab County. Many businesses began moving from Santaquin in order to be located near those larger population and economic centers. The ability of Santaquin City to attract businesses to capitalize on growth, as well as drawing travelers off of I-15 to spend money, will be a determining factor in the city being able to fund and realize its goals for the future.

The population of Santaquin has grown from 12 in 1851 to 1,214 in 1950, 1,236 in 1970, 2,386 in 1990, 4,834 in 2000, and 9,128 in 2010. Mountainland Association of Governments projects Santaquin will nearly double in size within the next 10 years as growth in Utah County continues to push south. Potential build out of the city is estimated near 55,000 persons and illustrated in the following graph.

**Santaquin Population and Population Projections**



# GENERAL STATISTICS

GENERAL INFORMATION	
Date of Incorporation	January 4, 1932
Form of Government	Six Member Council
Certified Tax Value of the City	\$312,214,607
Certified Tax Rate of the City	0.002075
Total Anticipated Property Tax	\$653,799
Area of the City (sq. mi.)	10.39
Median Household Income	\$62,835
10 Year Population Growth Rate	88.8%
2010 Census Population	9128
<u>Population Composition</u>	
White	85.7%
Hispanic	12.0%
American Indian	0.7%
Black	0.4%
Asian	0.1%
Other	1.1%
<u>Gender</u>	
Male	51.6%
Female	48.4%
<u>Age</u>	
Median Age	23.9
Under 18 Years	42.6%
18-64 Years	52.3%
65 and Over	5.1%



POPULATION PROJECTIONS	
Current (2014 est.)	10,106
2020	20,219
2030	29,113
2040	39,300
2050	47,500
2060	55,700
Total build-out is dependent upon future annexations	



SANTAQUIN CITY  
2015-2016 APPROVED BUDGET



RECREATION	
Parks	11
Park Acreage (developed)	37.25
Playgrounds	5
Sports Fields	13
Ski Resorts within 45 miles	9
Lakes within 40 miles	6
Community Center	1

ENTERTAINMENT & BUSINESSES	
Parades	2
Rodeos	2
Restaurants	10
Hotels & Motels	0
Total Businesses	167



SANTAQUIN CITY  
2015-2016 APPROVED BUDGET

**CHURCHES**

The Church of Jesus Christ of Latter-Day Saints  
 Santaquin Baptist Church  
 Christian Life Assembly of God (Payson)  
 Payson Bible Church  
 San Isidro Mission - Catholic (Elberta)  
 San Andres Catholic Church (Payson)



**HEALTHCARE FACILITIES  
HOSPITALS WITHIN 25 MILES**

Mountain View Hospital  
 Utah Valley Regional Medical Center  
 Central Valley Medical Center (Nephi)



**COMMUNITY DEVELOPMENT**

**BUILDING PERMITS ISSUED  
2014 CALENDAR YEAR**

New Building Permits	
New Residence Single-Family	87
New Residence Multi-Family	2
New Commercial	6
Other	47
<b>Total Building Department</b>	<b>142</b>

**SANTAQUIN CITY**  
2015-2016 APPROVED BUDGET



<b>STREETS &amp; TRANSPORTATION</b>	
Miles of Paved Streets	57.29
Number of Street Lights	268
Major Highway	Hwy. 6 & I-15
Distance to International Airport	69.5
Public Transportation	UTA, Vanpools and Bus Routes

<b>SEWER SYSTEM</b>	
Sewer Lines Miles Inspected	17.3
Total Sewer Lines (miles)	51.85
Number of Man Holes	1120
Sewer Service Connections	2709
Sewer Treatment Location	MBR (N. Center St)



<b>CULINARY WATER</b>	
Customer Connections	2793
Water Main Line (miles)	100
Storage Capacity	3.77M gal

<b>PRESSURIZED IRRIGATION WATER</b>	
Customer Connections	2535
Water Main Line (miles)	70.5
Storage Capacity	139.0M gal



**SANTAQUIN CITY**  
2015-2016 APPROVED BUDGET

<b>POLICE PROTECTION</b>	
2014 CALENDAR YEAR	
Stations	1
Full-time Police Officers	11
Patrol Units	8
Calls for Service	7248
Offenses	4271
Arrests	224
Traffic Accidents	77



<b>FIRE &amp; EMS PROTECTION</b>	
2014 CALENDAR YEAR	
Number of Fire Apparatus	10
Number of Ambulances	3
Calls for Service - Fire	167
Structural Fires	13
Brush/Wildland Fires	18
Accidents/Vehicles	75
Smoke/CO Alarms	41
Other	20
Calls for Service - EMS	363
Hospital Transports	304



## BUDGET OVERVIEW SECTION

This section of the city's 2015-2016 Budget presents information regarding Santaquin City's focus, initiatives and capital improvements; provides a citywide budget summary; and gives an overview of the city's accounting structure and major budget issues.

Overview of Santaquin City's Accounting Structure.....	18
Supporting Entities – Municipally Controlled.....	22
Organizational Structure and Budget Development.....	28
Santaquin City Goals & Priorities .....	32
Santaquin City Focus.....	37
Major Budget Issues.....	42

## BUDGET OVERVIEW

This is a balanced budget for Fiscal Year 2015-2016 that meets all legal requirements and accepted administrative practices. This budget document is the culmination of a major effort by numerous members of the city staff and officials. We have endeavored to apply the standards of the Government Finance Officers Association (GFOA) to both the budget process and this document.

### OVERVIEW OF SANTAQUIN CITY ACCOUNTING STRUCTURE

#### Basis of Accounting

Santaquin City's fiscal year runs July 1<sup>st</sup> through June 30<sup>th</sup>. The city follows Generally Accepted Accounting Principles (GAAP) guidelines to account for all funds. GAAP requires using the Modified Accrual basis of accounting for all governmental funds, and is the basis of accounting to budget all funds. Thus, the basis of budgeting is not the same as the basis of accounting for all proprietary funds. Under GAAP basis of accounting, capital outlays and debt service payments are not reported expenditures in the current year, but allocations are made for depreciation and amortizations expense. Under the modified accrual basis of budgeting, these amounts are recorded as expenditures in the current year. Depreciation is not budgeted. These types of differences occur in all proprietary funds for the 2015-2016 Budget.

#### Fund and Fund Types

Santaquin City utilizes governmental and proprietary funds. The city does not have any fiduciary funds. The city uses three different governmental fund types: general, special revenue and capital project funds. The city does not have a permanent fund. The only proprietary funds that Santaquin City has are enterprise funds and subsets of the enterprise funds for the use of Impact Fees.

The following page has a chart of funds used by Santaquin City to track resources and outlay. The funds are listed by fund classification and fund type. All of these funds are appropriated as well as accounted for in the city's financial statements. Santaquin City accounts for these funds in accordance with GAAP.

**SANTAQUIN CITY**  
**2015-2016 APPROVED BUDGET**

---

**Governmental Funds**

These are the funds through which most governmental functions are typically recorded and financed. Santaquin City uses three types of governmental funds listed below. A fourth type, debt service funds, is not utilized by Santaquin City as debt services are paid for directly from the Capital Funds or Enterprise Funds from which they were derived.

*General Funds*

The General Fund is the chief operating fund and is used to account for all financial resources necessary to carry out basic governmental activities which are not required to be accounted for in other funds. The General Fund is comprised of the following departments or divisions:

- *Legislative*
- *Justice Court*
- *Administration*
- *Engineering*
- *General Gov. Bldgs.*
- *Police*
- *Streets*
- *Sanitation*
- *Building Inspection*
- *Parks*
- *Cemetery*
- *Planning & Zoning*

To assist in the collection and distribution of impact fees associated with the General Fund, four subset impact fee funds were created to segregate impact fee revenues and expenditures (e.g. debt service payments, capital projects, etc.) They include:

- *Public Safety Impact Fee Fund*
- *Park Impact Fee Fund*
- *Transportation Impact Fee Fund*

*Special Revenue Funds*

Santaquin City has six special revenue funds (the newest fund for Royalty being created with this approved budget) which are subsets of the general fund. While any or all of these special revenue funds could be consolidated into the general fund, the Santaquin City Council has elected to segregate these funds to better manage their various operations. By segregating revenues and expenditures for specific departmental activities, the operations and oversight of said activities are more easily managed. Furthermore, by segregating these activities, available fund balances associated with said activities are more easily carried forward from year to year. The special revenue funds include the following departments:

- *Recreation*
- *Santaquin Days*
- *Royalty (New)*
- *Chieftain Museum*
- *Library*
- *Senior Citizens*
- *Fire Dept.*

**SANTAQUIN CITY**  
**2015-2016 APPROVED BUDGET**

---

*Capital Projects Funds*

Santaquin City has three capital projects funds utilized by all city departments. The Capital Project fund is used for general projects; the Capital Vehicles & Equipment Fund is used to purchase vehicles and equipment; and the Computer Technology Capital Fund is used to pay for technology needs (e.g. servers, computer rotations, software contracts, etc.)

**Proprietary Funds**

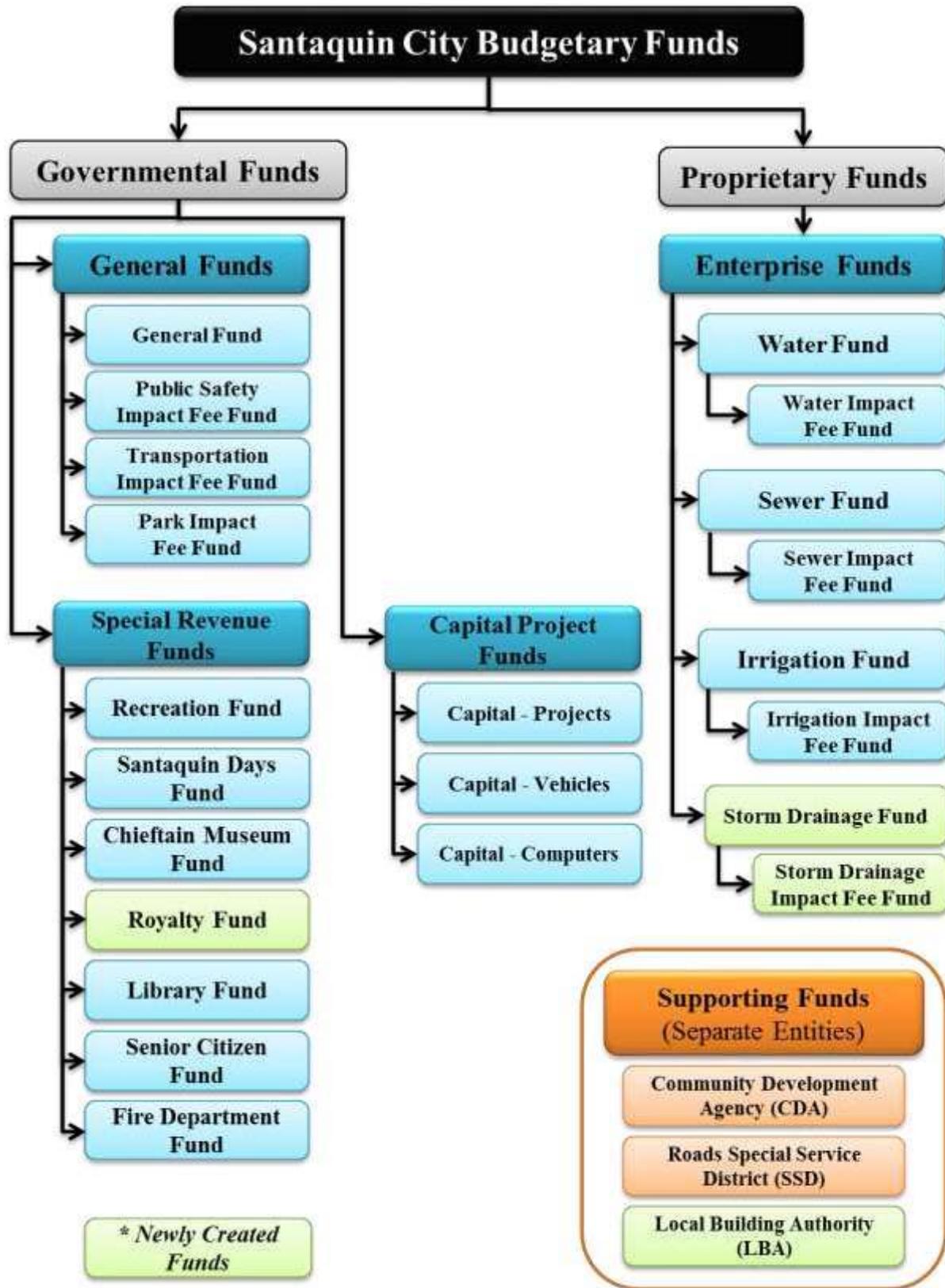
These funds are used to account for the city's ongoing business-like activities. The city uses enterprise funds to account for activities in the following funds:

- *Water Fund*
- *Sewer Fund*
- *Pressurized Irrigation Fund*

To assist in the collection and distribution of impact fees, debt service payments, and capital projects associated with each of these enterprise funds, corresponding impact fee funds (subsets of the enterprise funds) were created. They include:

- *Culinary Water Impact Fee Fund*
- *Sewer Impact Fee Fund*
- *Pressurized Irrigation Impact Fee Funds*

SANTAQUIN CITY  
2015-2016 APPROVED BUDGET



SANTAQUIN CITY  
2015-2016 APPROVED BUDGET

---

## SUPPORTING ENTITIES – MUNICIPALLY CONTROLLED

Over the past five years, the Santaquin City Council has created two new governmental entities to aid and support the service offering provided to the citizens of Santaquin. A third entity was added in 2014-2015. As separate entities, their budgets are approved independently by their respective boards of directors. In each case, the Santaquin City Mayor and Councilmembers comprise the full board membership of those respective boards. The purpose of creating these boards are outlined in the following pages with their corresponding budgets for reference purposes only.

### Community Development and Renewal Agency of Santaquin (CDA):

#### A Brief Introduction to Community Development and Renewal Agencies in Utah

CDAs found their start in Utah in 1965 with the Utah Community Development Act. Title 17C of Utah Code provides the structure and mandate for CDAs. The community's legislative body, such as a city council, is designated as the governing body of the agency. The agency creates a project area, forms a planning commission, develops a general plan, enters into contracts for development in the area, and raises money to assist in funding projects.

"Economic development" means to promote the creation or retention of public or private jobs within the state or community through:

- a. planning, design, development, construction, rehabilitation, business relocation, or any combination of these, within a community; and
- b. the provision of office, industrial, manufacturing, warehousing, distribution, parking, public, or other facilities, or other improvements that benefit the state or the community.

"Community development" means development activities within a community, including the encouragement, promotion, or provision of development.

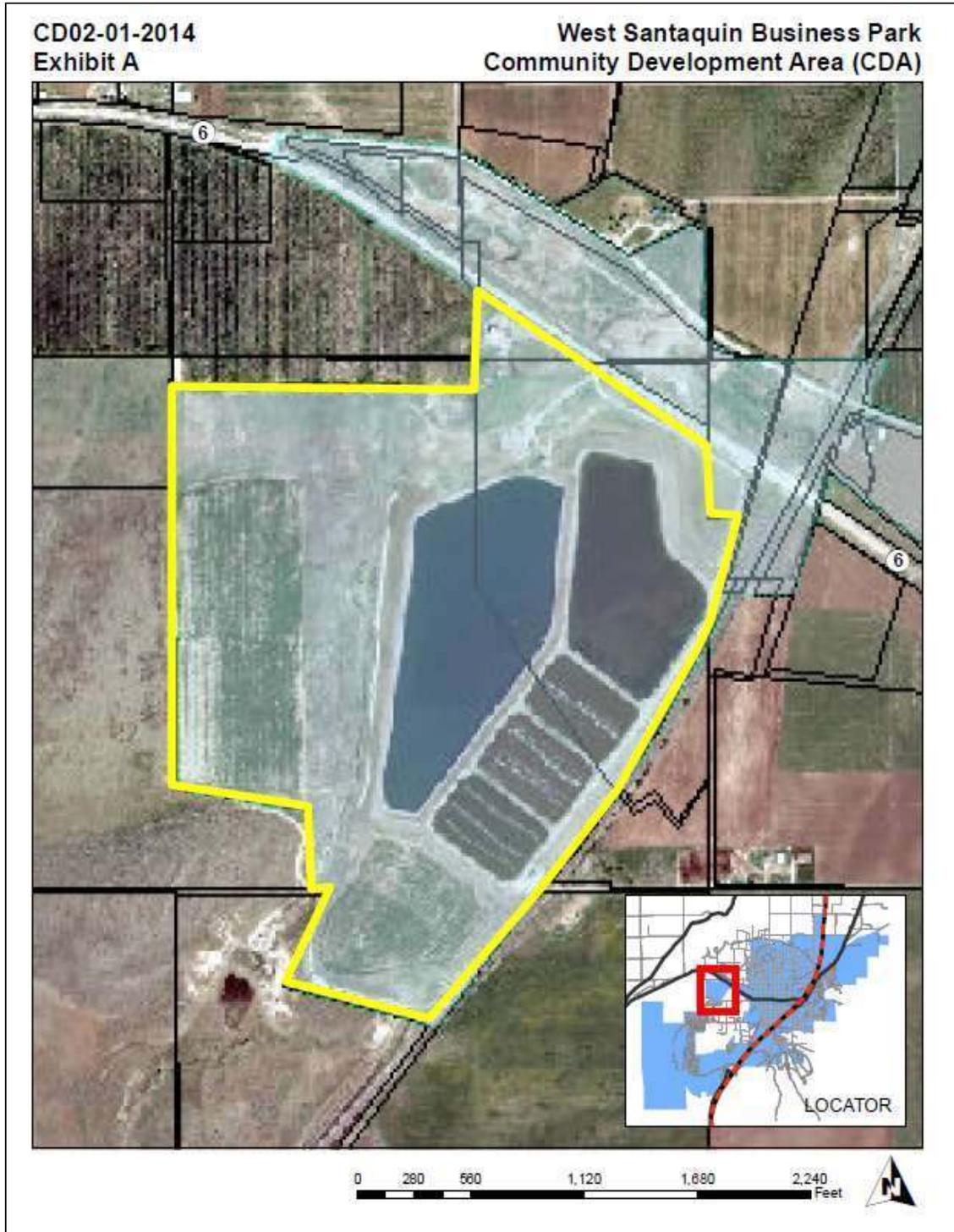
The main tool for CDAs is the "tax increment." CDAs provide assistance for urban renewal, economic development, and community development from revenues provided by the tax increment incurred from developed projects. This tax increment amount is calculated by subtracting the "base taxable value of the property" from the "amount of property tax revenues generated... within the project area." In other words, the county assessed value of the property is frozen for the life of the project, the taxing entities collect the new value of the property after improvement, and then the taxing entities pass any amount above the frozen value to the CDA. The tax increment can be used as a revenue stream for the CDA to bond for up-front infrastructure improvements that will provide positive development momentum within the project area.

The Santaquin CDA, with their financial consultant, Zions Bank Public Finance, is working to create two project areas within the city. The first is the reclamation and development of the city's retired sewer lagoon property into a business park. This project would be focused on the creation

**SANTAQUIN CITY**  
**2015-2016 APPROVED BUDGET**

---

of jobs and industry, as well as infrastructure development which will provide natural gas and a secondary access into the Summit Ridge subdivision. In June of 2015, engineering design of the secondary access commenced with the assistance of Epic Engineering P.C.



SANTAQUIN CITY  
2015-2016 APPROVED BUDGET

The second project area is focused on retail/commercial development near the intersection of US-6 Main Street and Interstate 15. The primary anchor and current focus of this development includes the construction of a grocery store.



**SANTAQUIN CITY**  
**2015-2016 APPROVED BUDGET**

The budget for the CDA is outlined below. Its primary expenditures during the initial plan development is for aforementioned consulting services. As project areas develop and tools such as tax-increment-financing are employed, the budget of the CDA will be further refined and enhanced by the CDA Board (e.g. Santaquin City Mayor & Council).

<b>Santaquin Community Development Agency Board</b>			
<b>2015-2016 Budget</b>			
<b>Carry Over Reserve Balance (Equity):</b>			<b>\$ 10,316</b>
<b>Revenues:</b>			
Transfers from Santaquin City:			\$ -
<b>Total Revenues:</b>			<b>\$ -</b>
<b>Total Equity &amp; Revenue</b>			<b>\$ 10,316</b>
<b>Expenditures:</b>			
Misc. Operational Costs including publishing, auditing, supplies, etc.			\$ 1,000
<b>Total Expenditures:</b>			<b>\$ 1,000</b>
<b>Esitimated Ending Equity (Carry Over) Balance:</b>			<b>\$ 9,316</b>
<i>*Note: Any unspent funds from the Project Area Plan or Miscellaneous Categories will carry over to the 2016-2017 FY Budget as Equity</i>			

Santaquin Special Service District for Road Maintenance (SSD):

During fiscal year 2013-2014, the Santaquin City Council raised the property tax rate by 32.5% with the sole intent of using the additional \$151,005 generated for the following purposes:

- Road Maintenance
- Road Improvements
- Snow Removal
- Storm Drainage
- Street Lighting
- Sidewalks
- Road Signage
- Road Striping
- Weed Control
- Transportation Studies
- Transportation Engineering
- Road Department Wages and Benefits
- Road Department Related Supplies
- Equipment Maintenance on Road Department equipment
- Any other Road Maintenance or Improvement Expense not identified in the above

During the public comment period of Truth-In-Taxation process, many comments were given by our citizenry desiring that these new funds be protected and designated for exclusive use on

**SANTAQUIN CITY**  
**2015-2016 APPROVED BUDGET**

roads. To assist in the protection of these funds, the Santaquin City Council formed the SSD. During the 2015-2016 fiscal budget, Santaquin City will transfer the tax increase amount along with the city's share of the Utah State Gas Tax (Utah State B & C Road Funds) into the SSD. *Note: The Utah State Legislature raised the gas tax during their 2014-2015 session which will generate an additional \$60,000 for Santaquin City.*

The amount of funding to be transferred to the SSD during the FY2015-2016 budget year is \$533,500 as outlined in the following chart:

<b>Santaquin Special Service District for Road Maintenance</b>			
<b>2015-2016 Budget</b>			
Balance as of May 31, 2015			\$ 86,996
Anticipated June 2015 Transfers (less capital expenditures paid from streets fund)			\$ 164,494
<b>Carry Over Reserve Balance (Equity): [Estimated]</b>			<b>\$ 251,490</b>
<b>Revenues:</b>			
Budgeted Transfers from Santaquin City 2015-16:			\$ 533,500
		<b>Total Revenues:</b>	<b>\$ 533,500</b>
<b>Total Equity &amp; Revenue</b>			<b>\$ 784,990</b>
<b>Expenditures:</b>			
Undetermined Road Improvement Projects*			\$ 600,000
Storm Drainage Master Plan			\$ 133,000
Misc Operational Costs including publishing, auditing, supplies, etc.			\$ 1,990
		<b>Total Expenditures:</b>	<b>\$ 734,990</b>
<b>Estimated Ending Equity (Carry Over) Balance:</b>			<b>\$ 50,000</b>
<i>*Note: Any unspent funds from the Undetermined Road Improvement Projects Category will carry over to the 2016-2017 FY Budget</i>			

Santaquin City Local Building Authority (LBA):

In FY2014-2015, Santaquin City began the initial design and bidding process for the construction of a new public works building which will be built on city properties adjacent to the city's wastewater reclamation facility on the north end of the city. While there were many ways to fund this project, it was determined that the city desired to preserve the use of its sales tax and property tax revenues for the future construction of a new city hall. As such, it was determined that the best way to fund the new public works building was through the creation of a separate entity known as a Local Building Authority (LBA) which allows the city to utilize

**SANTAQUIN CITY**  
**2015-2016 APPROVED BUDGET**

the actual building as collateral for the bonds through a series of leases between the city and the LBA. The LBA was created in FY2014-2015. Bonding for the new public works building is anticipated to close in July of 2015 with construction commencing shortly thereafter. The following table represents the FY2015-2016 budget for the LBA:

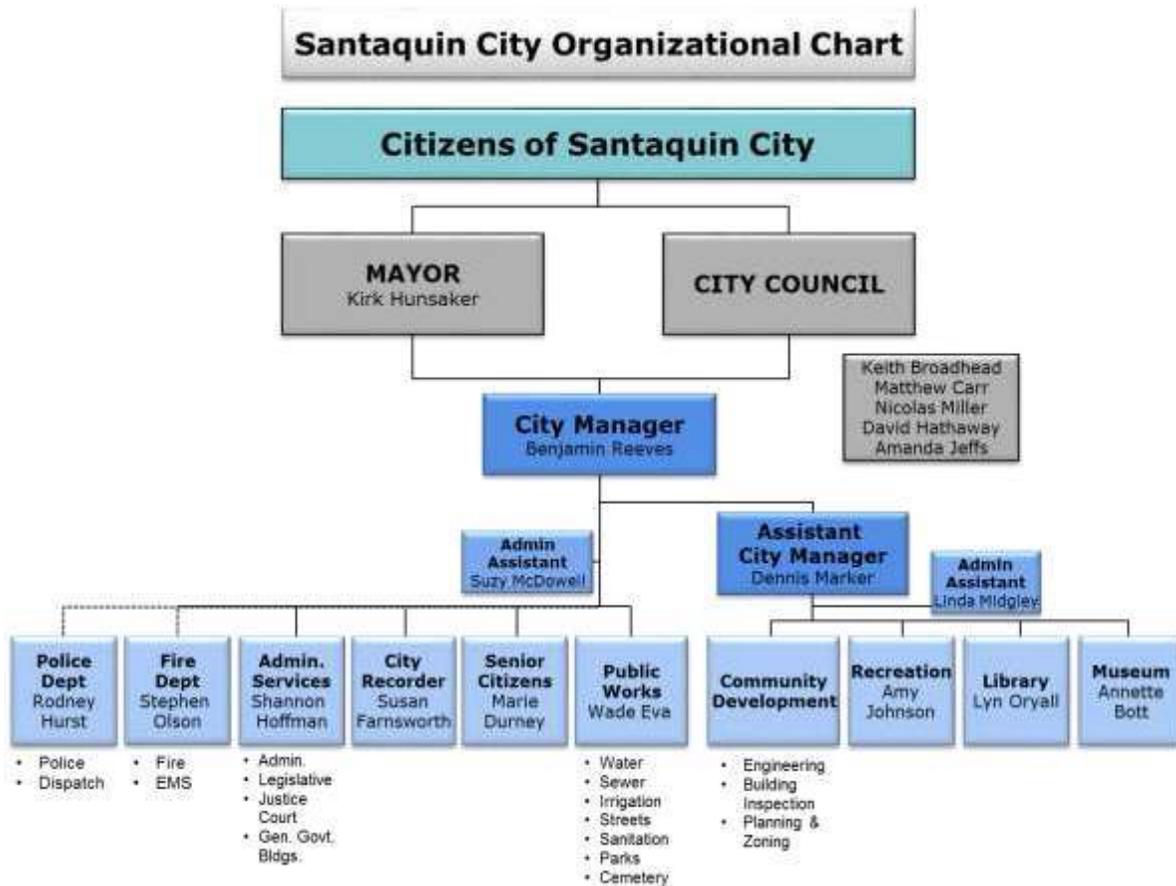
<b>Santaquin Local Building Authority (LBA)</b>			
<b>2015-2016 Budget</b>			
<b>Carry Over Reserve Balance (Equity):</b>			<b>\$ -</b>
<b>Revenues:</b>			
Bond Proceeds			\$ 2,500,000
<b>Total Revenues:</b>			<b>\$ 2,500,000</b>
<b>Total Equity &amp; Revenue</b>			<b>\$ 2,500,000</b>
<b>Expenditures:</b>			
Cost of Bond Issuance			\$ 55,000
Capitalized Interest (Through 1/1/16)			\$ 51,995
Project Construction Funds			\$ 2,393,005
<b>Total Expenditures:</b>			<b>\$ 2,500,000</b>
<b>Estimated Ending Equity (Carry Over) Balance:</b>			<b>\$ -</b>
<i>*Note: Any unspent funds from the Undetermined Road Improvement Projects Category will carry over to the 2016-2017 FY Budget</i>			

**SANTAQUIN CITY**  
2015-2016 APPROVED BUDGET

---

**ORGANIZATIONAL STRUCTURE AND BUDGET DEVELOPMENT**

The Santaquin City accounting policies and procedures are designed to support the operations and maintenance of each functional area and department within the city. The following organizational chart outlines the structure by which department heads and Functional Area Directors supervise the utilization of funds within their span of control.



**Purchasing Policy**

Department Supervisors have the authority to spend up to \$500 per transaction utilizing budgeted funds from within their department. Functional Area Directors may co-sign purchases with authority of up to \$2,500 per transaction utilizing budgeted funds from within their Functional Area. The City Manager may co-sign purchases with authority of up to \$7,500 per transaction utilizing citywide funds. The Mayor may co-sign purchases of up to \$15,000 per transaction utilizing citywide funds. All purchases in excess of \$15,000 must be approved by the Santaquin City Council.

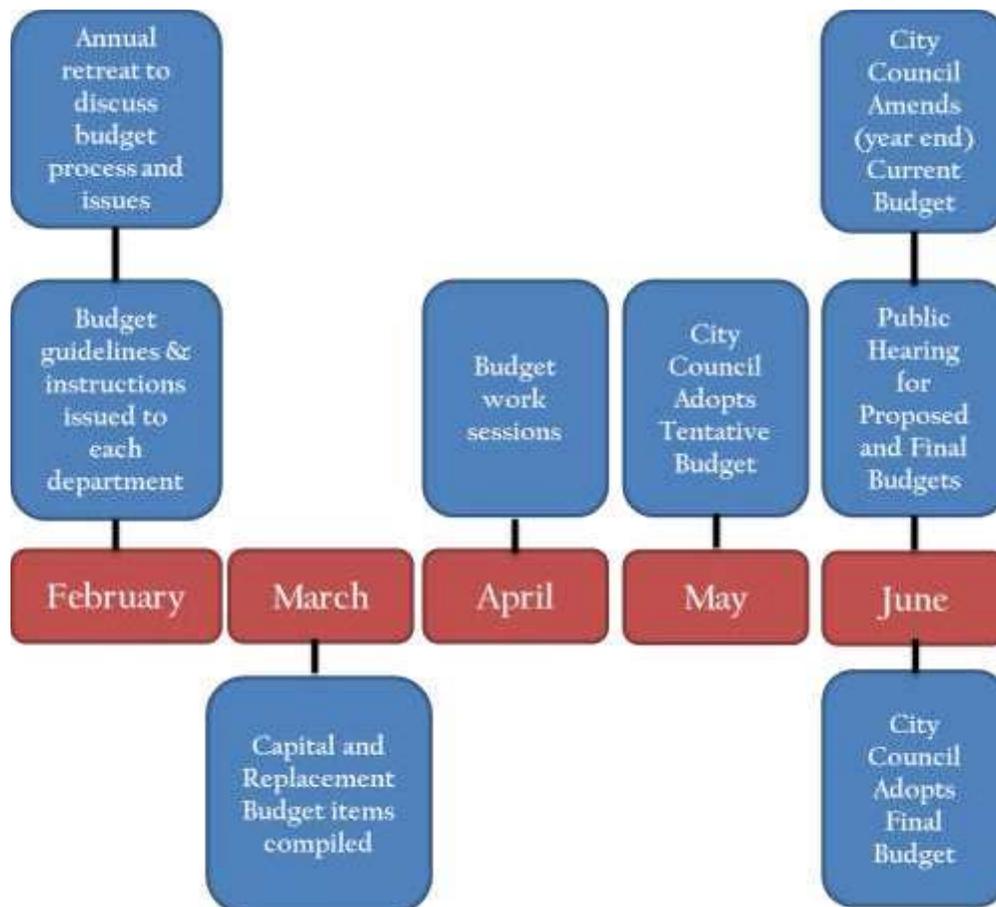
SANTAQUIN CITY  
2015-2016 APPROVED BUDGET

---

Budget Calendar

The annual budget serves as the foundation for the city's financial planning and control. The city's budget process is well laid out starting in January for a budget that will be adopted by June 22<sup>nd</sup> and go into effect July 1<sup>st</sup>. The creation of the budget follows the time line below.

An annual retreat is held in February at which time the Mayor, City Council and Functional Area Directors meet to discuss and brainstorm city issues. This influences the city's budget by addressing new projects and goals that stem from concerns raised by residents and council members. These items may be immediately addressed or may need years of planning, such as a new public works building, city hall or recreation complex.



## SANTAQUIN CITY 2015-2016 APPROVED BUDGET

---

Following the retreat, the City Manager prepares worksheets for the Functional Area Directors with the following:

- Last 5 year's "actual" amounts
- Original current year budget amounts
- Year-To-Date amounts from the most recent revenue and expense report
- A column for the Directors to request next year's budget amounts
- Another column to allow for detail on those line items

While the Functional Area Directors are preparing their budget requests, the City Manager is reviewing additional information, such as historical trends and the outlook for the next year. Once the Functional Area Directors submit their budget requests in March, the City Manager compiles the departmental budgets into one document along with a preliminary change in fund balances or fund equities. The budget, in its "pre-cut" form is then presented to the City Council who conducts various budgetary discussions and policy establishment work sessions. The City Manager reviews necessary changes with the Functional Area Directors, as appropriate. A revised 'balanced' budget is presented to the City Council for their review.

While external boards or commissions, such as governments or associations, do not have a direct influence on Santaquin's budget, there are occasionally external processes that may affect the city's budget. Examples include grants from Mountainland Association of Governments (MAG), Utah County, State of Utah, or the Federal Government.

The City Manager presents the Tentative Budget to the Mayor and City Council during the month of May for consideration and formal approval. The Tentative Budget is available to the public for their consideration and input. A "Final Budget" will be presented in the month of June. A public hearing on the budget will be held prior to the approval of the budget in its "Final" form. Utah State Code mandates that the Final Budget must be adopted before June 22<sup>nd</sup>. The budget is then provided in digital format on the city's website and is available to all departments for their use in the upcoming year.

*Note: If the city council elects to raise property taxes via the Utah State required "Truth in Taxation" process, the budget, in its final form, is not required to be passed until the month of August.*

Once the budget is adopted by the Santaquin City Council, the Functional Area Directors and Department Heads are responsible for working within their budgets. Monthly financial statements provided by the City Recorder will keep the City Council informed of operating trends and developing problems. Under this approach, the necessity to amend the budget of any fund during the year should be rare (e.g. once per quarter average).

**SANTAQUIN CITY**  
**2015-2016 APPROVED BUDGET**

---

Within the approved budget, the Functional Area Directors and Department Heads may make transfers of appropriations within their department. Transfers of appropriations between departments require an action of the City Council. Transfer of appropriations between funds requires a public hearing (for governmental funds) and approval of the City Council (for all funds). Final amendments to the current year budget of all funds shall be adopted by the City Council by the last day of the fiscal year.

# SANTAQUIN CITY

## 2015-2016 APPROVED BUDGET

---

### SANTAQUIN CITY GOALS & PRIORITIES

Santaquin City's mission is to provide for a strong, positive civic image and quality of life for people who live and work in Santaquin City; by providing guidelines and standards that ensure the orderly and balanced distribution of growth, sound fiscal and economic investment and preservation of the open and rural environment in a clean attractive physical setting.

In order to accomplish this endeavor, the Mayor and City Council elected to govern their interactions as a board and their interactions with the community by following a charter established on March 2, 2012 which states:

#### Santaquin City Council Charter

##### Who We Are

The Santaquin City Council strives to lead our community with fiscal responsibility, wise prioritization, transparency and honesty. We communicate respectfully with one another and with the community. We are a results-based council that aspires to grow the community's resources and to leave a positive legacy for the future of Santaquin.

##### How We Work Together

- We seek consensus where possible, and allow for compromise when consensus is not within reach
- We allow for respectful disagreement with one another; we choose not to take offense when our opinions differ
- We hear each other out and don't interrupt
- We share all relevant information with each other; we don't withhold to advance personal agendas
- We do not filibuster; we state our arguments succinctly and avoid dominating
- We come prepared for council meetings; we carefully read all materials that have been delivered to us by Monday morning
- We shun favoritism; we do not use our position to give special favors
- We support the Mayor's role in managing the flow of discussion

In addition to the charter, the Santaquin City Council establishes goals that are updated yearly to remain current and relevant for each upcoming fiscal budget. The 2014-2015 goals were:

1. Upgrade City Streets – in the 2013-2014 Budget Year, Santaquin City raised property taxes by 32.5% which generated an additional 150,005 dollars. In addition, the City Council created the Santaquin Special Service District for Road Maintenance to segregate those funds



## SANTAQUIN CITY 2015-2016 APPROVED BUDGET

---

ensuring their exclusive use on road maintenance projects.

However, even with this increase, the roads in Santaquin City continue to deteriorate. The Public Works Department recommends additional funding for the roads to show significant improvement.



To assist in this effort, the Santaquin City Council and City Staff work extensively with the Utah League of Cities and Towns and the Utah State Legislature to increase the revenues for the municipalities throughout the State of Utah. The results of this effort was an increase to the gas tax which will contribute an addition \$60K to the Class “C” allocation to Santaquin City in FY2015-2016. Legislation also provided the opportunity for the counties to hold a ballot initiative to increase .25% sales tax for transportation funding of which .10% would be allocated to municipalities based on the current sales tax allocation methodology. This will require a tremendous effort on behalf of local, county, and State representatives if such a ballot initiative will obtain the approval of the electorate. However, such an effort is a worthy endeavor considering the shortfall in funding needed to meet the current and future transportation needs of the community.

2. Economic Development – The primary focus of the Mayor and Council was the development of Santaquin City’s economic base. With the completion of the Main Street/400 East Project in 2011, a major transportation obstacle was removed that will allow for the development of over 20 acres of property near the city’s Main Street freeway exit. Over the past year, the Santaquin City Community Development Department has successfully obtained access permits from UDOT and the Federal Highway Administration and has constructed a “*Right Turn Only*” access that will allow for the free flow of traffic off west bound Main Street on to a new 500 East Street.
  
3. Second Access to Summit Ridge – The Sanaquin City Council agrees the construction of a secondary access is the number one health and safety issue facing our community. Providing a second access to the Summit Ridge subdivison from US-6 Main Street through the city’s former sewer lagoon property will provide increased safety and security to the residents, faster police, fire and EMS response times, increased economic development through the reclamation of the sewer lagoon property, and enhanced traffic flow and community connectivity.

## SANTAQUIN CITY 2015-2016 APPROVED BUDGET

---

To assist in the funding of a secondary access, Santaquin City is taking a three pronged approach.

- *Transportation Master Plan* - In FY2014-2015, Santaquin City completed the creation of a transportation masterplan and implemented a Transportation Impact Fee.
- *Community Development Area (CDA) Project Area* - Through the creation of a CDA, Santaquin City can utilize “Tax Increment Financing” which allows the community to install infrastructure (e.g. access, roads, natural gas, etc.) utilizing future anticipated property tax dollars generated from within the project area to fund the infrastructure costs. (See CDA budget)
- *Developer Participation* - Ultimately, the responsibility of constructing a secondary access is the responsibility of the developer in future phases of the Summit Ridge Development. By participating with the developer early in the process, through cost sharing, the developer will have an enhanced product offering as well as a diminished future obligation. This will help ensure a fully improved secondary access.



Secondary Access to Summit Ridge from US-6  
Main Street – Proposed Alignment

The blue line represents the proposed alignment of the secondary access.

**SANTAQUIN CITY**  
**2015-2016 APPROVED BUDGET**

---

4. New Public Works Building – The existing public works building was built in 1972 (33 years ago) when the population was 1,236. Today, the population is estimated to be 9,993 or a 708% larger than it was when the building was constructed. To meet the needs of today’s citizenry, a new facility is being designed and constructed just south of the new WRF facility. The new building will be approximately 12,000-15,000 square feet with additional covered parking for large pieces of equipment.



Old Public Works Building  
built in 1972

Preliminary design and funding solicitation is currently underway with the anticipation that construction will begin in July of 2015.

5. Completion of 2013-2014 Projects (Currently Under Construction):

- *Springs Water Diversion Project* - This project would put a diversion box up the canyon which would be controlled by SCADA. It would allow water from the springs to fill our culinary water tank and then divert the excess water into our Pole Canyon Irrigation Pond. *Status: Complete*
- *Structural Analysis of the Old City Hall* – Engage the services of a structural engineer to complete an analysis of the facility in order to determine the risk of continued operations. *Status: In Process*
- *Railroad Quiet Zone* – The purpose of this project is to eliminate the train horn blasts through our community. The majority of this work is complete with the railroad and Utah County. Additional work needed includes the posting, notification, and signage to those parcels that front the railroad crossings. *Status: On hold*
- *Pole Canyon Fishing Park (Ahlin Pond)* – Santaquin City has a \$60K grant from the Utah Department of Natural Resources (DNR) and an opportunity to move fish stocking efforts from the Summit Creek Pond to our Pole Canyon Irrigation Pond. DNR will provide funding for bathrooms and a fish cleaning station with pavilion covering, if the city provides the infrastructure needed for the installation of these facilities. *Status: Complete (Ribbon cutting event planned June 17, 2015)*

## SANTAQUIN CITY 2015-2016 APPROVED BUDGET

---

### Updated Prioritization of Goals for the 2015-2016 Budget Year:

During the City Council retreat held in February, 2015, our elected leaders discussed the goals and initiatives of the city. In past years, the council has placed an emphasis on the completion of specific projects rather than on a strategic focus on the overarching direction the city should employ its efforts. While project work often supports a strategic vision, it is often unclear how the two relate. Furthermore, it is often unclear as to how the actions of each individual employee supports the strategic vision established by our elected leaders. To better align our resources and efforts, the council began looking at the approach taken by neighboring communities.

The City of Lehi has often been viewed as an example and model for Santaquin City to follow. Twenty-five years ago, Lehi was a city of roughly 10,000 with two minor communities to its west that had a combined population of roughly 3,000, similar to Santaquin's relationship with Genola and Goshen today. Like Lehi, Santaquin City is located along the I-15 corridor and acts as a geographic crossroads leading to the areas west of Utah Lake. With the explosive growth of Saratoga Springs, Eagle Mountain and Lehi over the past twenty-five years, it goes without saying that Santaquin City can learn from associated benefits and growth pains experienced by our neighbor to the north (*e.g. Lehi Main Street congestion, Land Acquisition for Pioneer Parkway, etc.*)

Many of the initiatives Santaquin City has undertaken in recent years, such as the widening of US-6 Main Street, future freeway corridor preservation, and planning for a future Front Runner station is a direct result of learning from both the successes and obstacles faced by Lehi City. As such, when it comes to strategic planning and the evolution of city service objectives, looking to Lehi City's business plan approach became a natural conclusion and model for Santaquin City to follow.

For FY2015-2016, the Santaquin City Council has established strategic goals and objectives outlined in the following table modeled in great measure after Lehi City Business Plan. While projects currently underway, such as the Second Access to Summit Ridge, Construction of a Commercial Center (*e.g. grocery store*), remain a priority for the city, these project will support the principal strategic direction established in the goals listed on the following table. These newly established strategic goals will be used by all employees to align their individual efforts to support the objective of the organization as a whole. Each individual project or task will tie directly back to one or more of the strategic goals established in this vision. Accountability and results based recognition will be established to support the direction and vision of our community.

**SANTAQUIN CITY**  
**2015-2016 APPROVED BUDGET**

---

**Preserving our agricultural heritage while developing a clean, fun, family oriented community through well-planned growth and fiscal responsibility**

---

**Provide Quality City Services**

- Build a well planned and reliable infrastructure
- Continue to provide excellent public safety services
- Maintain our valuable facilities
- Provide affordable quality leisure services

**Promote and Support Economic Development**

- Strategically plan for growth
- Retain and expand existing businesses
- Maintain fair and competitive development fees and incentives
- Foster job creation

**Maintain a Sustainable Budget**

- Ensure the responsible use of resources
- Encourage a highly motivated and well-trained municipal workforce
- Encourage varied revenue streams
- Enhance capital facility and replacement planning

**Promote Community Involvement**

- Inspire pride and ownership in neighborhoods, businesses, and gathering places
- Focus on communication and transparency
- Promote and encourage diverse public events
- Provide meaningful service opportunities and celebrate volunteer efforts

**SANTAQUIN CITY FOCUS (2015-2016)**

This budget was developed under the concept that Santaquin City's government exists to protect what is valued today while meeting tomorrow's needs.

Over the last ten years, there has been a dramatic increase in the number of parks, miles of streets, and city operated buildings and grounds. Each of these expansions, though often undertaken and funded in a single year, represents a commitment of time and resources for maintenance in the future. All this has to be taken into account when the budget is created each year.

**Economic Development**

Economic development is the carrying out of activities that facilitate economic growth within the community. The purpose for government carrying out these activities is to help bring services and desired amenities to an area while reducing the overall tax burden on local citizens and businesses; thus improving the quality of life.

# SANTAQUIN CITY

## 2015-2016 APPROVED BUDGET

---

A community's economy may be imagined as a barrel with money and goods flowing into the top as well as spilling out. (See illustration). The barrel analog represents a number of key concepts. First the community is intimately linked with the rest of the world through the inflow and outflow of income and goods. Second, the community uses resources to produce the output it sells, which can be available locally or purchased elsewhere. Third, the size of the barrel is determined essentially by the inflow of outside income, the lack of leakage of income, and the volume of resources used to produce the community's output.



It is estimated that for every dollar spent in Santaquin City, that dollar flows back through the local economy five times as money is collected, redistributed, and spent once again. Furthermore, for every dollar spent, 1% of the total purchase goes to local government (a component of the 6.25% total sales tax collected). *Note: the formula of sales taxes flowing to Santaquin City is based on 50% coming from point of sale – or sales transacting in Santaquin City – and 50% based on Santaquin City's population.*

Today, virtually every dollar spent by Santaquin City residents on groceries is spent outside of the city limits. The local government portion of those purchases is contributing to the benefit of the community in which those goods were purchased; to enhance their roads, parks, and other city services. If Santaquin City could encourage economic development within its city limits (e.g. *grocery stores, retail establishments, new jobs etc.*) it would keep “local dollars local” and produce the greatest amount of benefit with the least amount of impact on the citizenry as a whole.

### Salary and Benefit Increases

The administration of the city is committed to ensuring that employees are adequately compensated for the work they perform, that there are enough employees to do all of the work necessary and that there is adequate work space. However, due to the economic conditions over the last seven years, meeting these criteria have not always been possible.

Contained in this budget is a proposed 2.3% merit based salary increase (*budgeted as 1.15% as merit increases will be allocated halfway through the 2015-16 fiscal year*). Since this increase is merit based, it

## SANTAQUIN CITY 2015-2016 APPROVED BUDGET

---

will be based on each individual employee's performance review with top performers receiving a maximum of 2.3%. No cost of living adjustment (COLA) is planned for FY2015-2016. COLA increase are based on the fiscal year changes to the CPI-U Table Consumer Price Index establish by the U.S. Department of Labor Bureau of Labor Statistics.

To assist the City Council in allocating merit increases, the "*Salary Review Sub-Committee*" established in June of 2014 which consists of Mayor Hunsaker, Council Members Jeffs and Hathaway, City Manager Reeves, Administrative Services Director Hoffman as well as participation by each Functional Area Director, will reconvene. The purpose of this committee is to review the city's methodology of determining salary ranges, applicable laws and regulations, as well as review the salary levels of each employee and position within the city. The committee will share its findings with the full body of the council with corresponding recommendations regarding salary changes within 2015-2016 budget year.

Santaquin City contracts with People Performance, LLC. to manage the employee benefits. Two medical benefit plan options are provided to Santaquin City employees through Select Health Insurance Company. Employees are provided a monthly contribution, based on age, marriage, and family status, which allows employees the option to choose the medical plan that best meets their specific needs. The traditional plan (default) option the city provides is increasing by 6% over FY2014-2015. Dental insurance providers have switched from TDA to EMI to provide better service to the employees at a decrease in cost compared to the TDA plan. The city has elected to not contribute towards vision insurance although a plan is provided if employees choose to participate through payroll deductions from their checks.

### Tax Levels

The 2015-2016 Budget, as currently proposed, does not include a property tax increase. The certified property tax rate for FY2015-2016 is 0.001906 for General Operations and 0.000167 for the Library. As such, our Total Municipal Certified Tax Rate is 0.002073.

### Rate and Fee Changes

Santaquin City increases utility rates based on cost of living as established by the U.S. Department of Labor Bureau of Labor Statistics CPI-U Table for the preceding calendar year, which takes effect in the first month of the new fiscal year. The purpose of small annual cost of living increases is to keep rates adequate to maintain existing city services (e.g. maintain utility lines, equipment, etc.) and to avoid huge increases sporadically. This year culinary water, pressurized irrigation water, and garbage collection fees will increase by 1.664%. Monthly sewer fees (minus the \$20

# SANTAQUIN CITY

## 2015-2016 APPROVED BUDGET

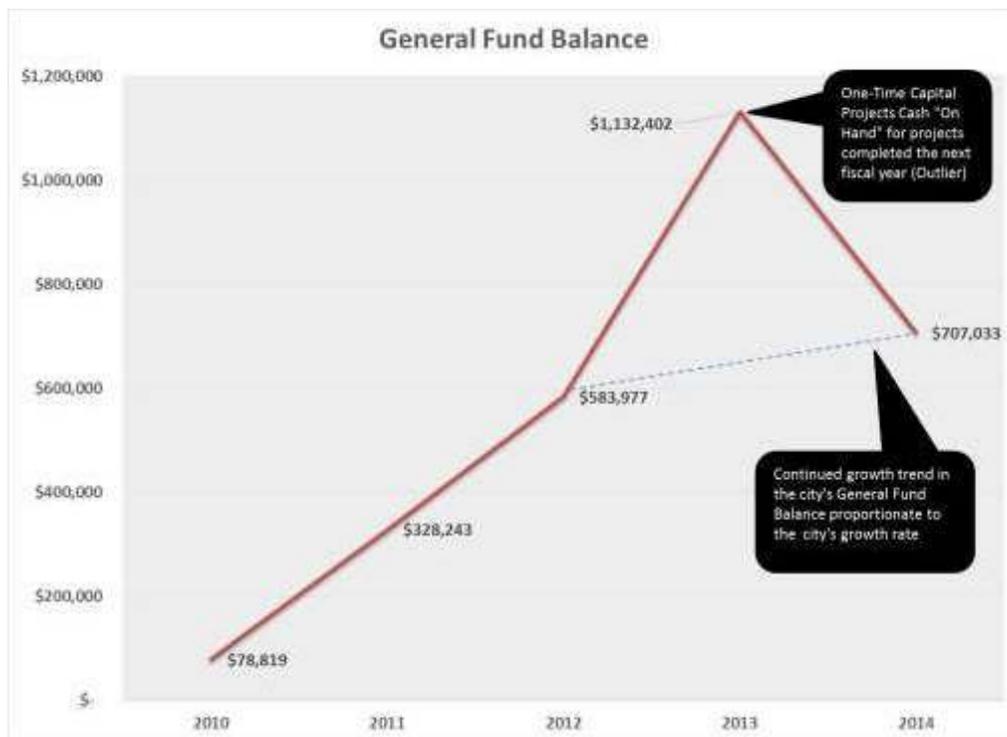
base rate for the new Wastewater Reclamation Facility (WRF)) will also increase by 1.664%. Due to the exclusion of the WRF base rate from a CPI increase, the net increase in sewer rates is 0.78%.

*This document contains a complete listing of all current fees in the Appendix Section.*

### Use of Reserves or Fund Balance

An important aspect of the financial health of a city is the fund balance. The fund balance is the excess of an entity's assets over its liabilities in governmental funds. A negative fund balance is also called a deficit. The State of Utah requires cities to maintain a fund balance in the General Fund of at least 5%, and no more than 18%, of budgeted revenues less qualifying transfers (Utah Code Annotated 10.6.116).

Due to economic conditions in 2008-09, the General Fund balance dipped below the Utah State requirement of 5% which resulted in an audit finding. Considerable effort has been made to increase the General Fund balance and in 2012, the balance returned to acceptable levels. The following chart illustrates the city's successful efforts to restore fund balance. In 2013, cash on hand from project in-process accounted for the artificial increase in fund balance. With the completion of those projects, the growth trends were restored to normal levels.



**SANTAQUIN CITY**  
**2015-2016 APPROVED BUDGET**

---

It is Santaquin City's policy to only use fund balance reserves for capital or one-time expenditures. The city strives to keep operational costs within the scope of its dependable revenue and only use the fund balance reserves to pay for major capital expenditures.

In FY2013-2014, the City's fund balance decreased to \$707,033. In addition to outstanding projects, the creation of the Santaquin Special Service District for Road Maintenance (SSD) in FY2013-2014, the city's fund balance decreased in reserve funding due to the fact that SSD funds were segregated from the city into the SSD.

SANTAQUIN CITY  
2015-2016 APPROVED BUDGET

---

MAJOR BUDGET ISSUES

City Facilities:

As mentioned in previous chapters, there is a desire shared by our elected leaders and the citizens they represent to provide amenities to the community in the form of recreation facilities, such as an aquatics center, a baseball quad, and soccer fields. Furthermore, there is a need to replace the old public works building. Both proposed projects were components of the FY2012-2013 and FY2013-2014 Budgets with preliminary work fully underway at that time.

However, prior to the construction of new facilities, it is prudent to discuss and make plans to address the deteriorating condition of the current recreation center, council chamber, senior center, and museum. This is a pressing concern of our elected leaders going forward. These issues are addressed in the following pages.

Along with major structural issues including masonry cracking, roofing issues and foundation problems, there are significant issues with the boiler and heating system, plumbing, tile work, electrical system, HVAC system and rodent infestation issues. The following pictures illustrate the issues outlined in a visual format:



Old City Hall

Significant issues with structural, electrical, plumbing, HVAC, and infestation issues. Does not meet ADA requirements.

SANTAQUIN CITY  
2015-2016 APPROVED BUDGET

---



Chieftain Museum

Significant masonry cracking and foundation issues, roof needs replacement, not ADA accessible.



Masonry Cracking

There is structural cracking under every window of the museum. There is no reinforcement in the construction of this structure.



Interior Cracking & Roof Issues

Leaking and cracking issues have caused significant damage to the interior of the museum, senior center, and recreation portions of the old building.



### Interior Windows

Masonry cracks that were visible under each window on the exterior are also appearing on the interior walls, illustrating that the structural issues permeate the entire wall.



### Roof & Piping Leaks

Leaks in the roofing and leaks from the steam piping (heating) system have damaged ceiling panels as well as rotted out portions of the hardwood flooring in the gym under the heating registers.



### Infestation

Bats, rodents, and other bugs and creatures are prevalent. Despite efforts to patch holes in the masonry concrete walls, bats have made their way through the crumbling mortar to make their home in the attic of the facility. This has caused putrid smells and is causing health concerns.



ADA Requirements

The final concern of the old facility is that it is not ADA compliant. While it does have ramp in one portion of the building, it does not have wide or automatic doors, elevators, or ramps in the other sections of the facility.

As problems in the old facility continue to mount, the elected leaders are torn at the prospect of investing millions dollars to upgrade these existing facilities. While they are very sensitive to the emotional aspect of preserving these structures, they also realize the significant savings that would be realized by building new rather than retrofitting old.

To assist them in this effort, the Santaquin City Mayor and Council have formed the Santaquin City Museum Board to discuss the future of the museum, its building and the possibility of generating new forms of revenue. Work is needed by both advisory committees, as well as from the Planning Commission and City Council, before a direction will be established. However, it was deemed prudent to place construction plans on hold until a final direction has been established.

Since this issue was first addressed last year, meetings have been held but the daunting task of truly addressing these issues remains. Before further investment and planning can proceed, the council has determined that a structural analysis of the building must be undertaken. At the writing of this document, this work is currently underway with an engineering firm specializing in structural analysis.

One of the major concerns of the council was not only how to resolve the aforementioned issues, but also how to provide additional space for the police, fire and ambulance service, space now occupied by the Administration and Community Development. Furthermore, the expansion needs of the library, whose usage is the largest of any offering, program or amenity provided by the city, has been discussed by the Library Board for over three years. Lastly, the elected leaders are grappling with the daunting task of facing many of these projects with little or no financial assistance in the form



Santaquin City Library

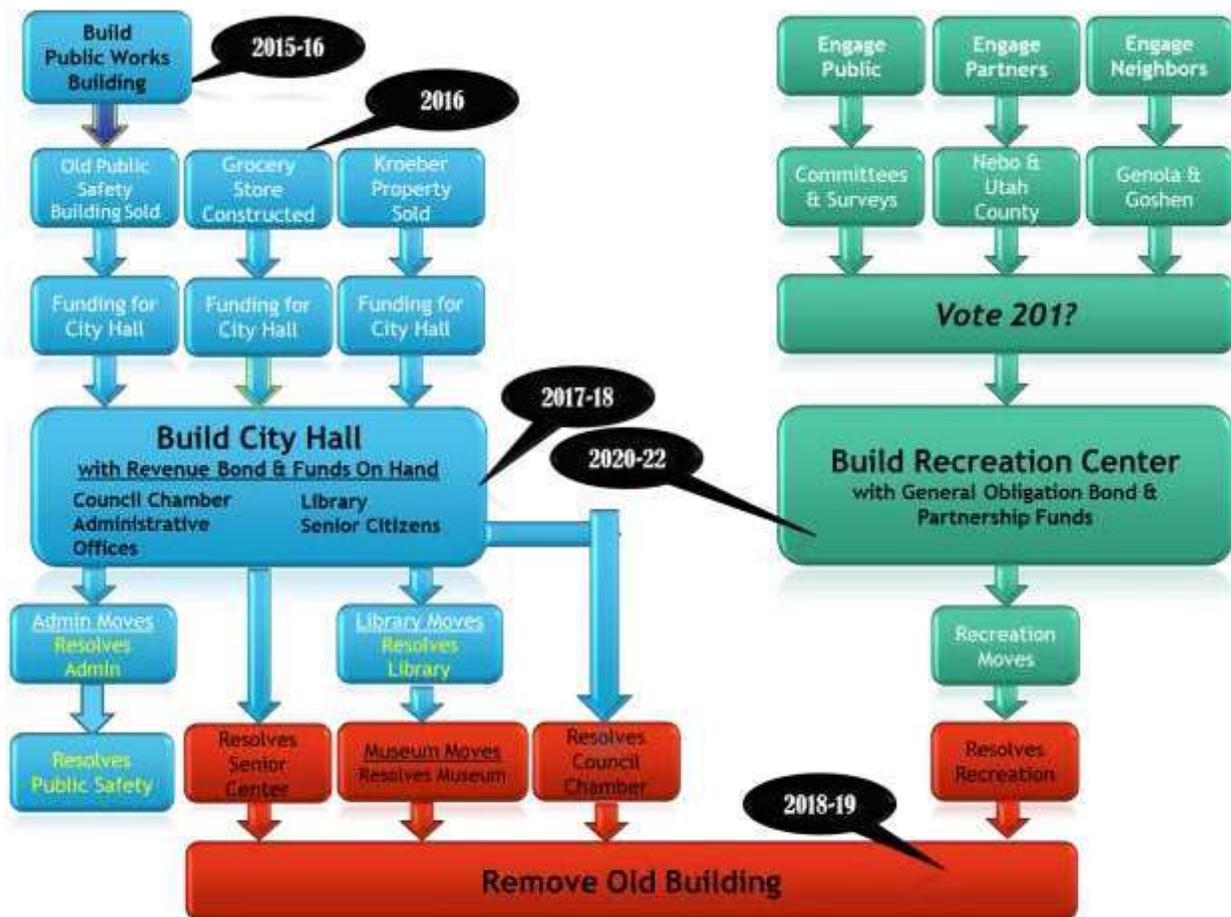
# SANTAQUIN CITY

## 2015-2016 APPROVED BUDGET

of grants and/or low interest bonds. The Mayor and Council are concerned about establishing hard dates for the construction of these projects.

A phased approach that is based on certain financial triggers (e.g. increased revenues from a future grocery store, establishment of partnerships with neighboring entities & agencies, and/or the construction of a new high school by the Nebo School District, etc.) appears to be the most logical progression forward. By establishing a plan with the aforementioned triggers, construction could proceed in a manner that is least impacting to the citizenry as a whole.

One possible course of action is illustrated below. Though not fully vetted by the advisory committees, this high level proposal may offer a plan that would meet the city's facility needs into the foreseeable future:



## SANTAQUIN CITY 2015-2016 APPROVED BUDGET

---

### Phase 1: Public Works Building (In-process)

The construction of a new public works building is currently underway with an anticipated completion date of January 2016. The location of this new facility is just south of the new Wastewater Reclamation Facility on the same parcel of property. It is not determined what the city will do with the old public works building, however discussion regarding increased parking for the rodeo and storage of park equipment has been discussed.

### Phase 2 – New City Hall

The construction of a New City Hall may include a new council chamber, library, senior center, multi-use meeting space as well as office space for administration and community development. By moving the administrative offices out of the public safety building the additional square footage needed by the police, fire, and ambulance would be fulfilled. Furthermore, the construction of a senior center would solve the relocation issue of the senior center from the old building. Finally, the construction of a library would resolve two issues. First, it would allow for expansion of the library within the city. Second, it may be a suitable alternative location for the Chieftain Museum with ADA access. Size and storage issues would exist that would need to be evaluated to make this plan possible. However, the use of the historic library building seems an ideal location for use as a museum. Alternatively, the Museum Board will review cost estimates and possible revenue streams that may allow for a restoration of the old building. At this point, every option is being reviewed and considered though no other financially viable option has been presented at this time.

For the construction of a New City Hall, three initial financial triggers must be considered. First, new revenue sources for the city are needed in the form of sales taxes. These sales taxes could be generated without any negative impact to Santaquin City residents through the construction of a grocery store/retail complex in Santaquin City. Keeping “*Local Dollars Local*” is the least impacting way to invest in a community’s ability to construct new facilities.

Other financial triggers would be the accumulation of “*one-time*” revenues from the consolidation and sale of existing assets that are no longer utilized (e.g. Old Public Safety Building, Krober Property, etc.) While the chart has a proposed timeline of 2017-2018, this timeline is merely an estimate based on the aforementioned triggers.

### Phase 3 – Recreation/Aquatics Center

The citizen’s advisory committee tasked with reviewing the needs and desired amenities of a new recreation/aquatics center have evaluated survey results, toured similar facilities, and evaluated the partnering possibilities. While discussions were in their formative stages in 2012-2014, review

## SANTAQUIN CITY 2015-2016 APPROVED BUDGET

---

of the various amenities and their costs have led to the conclusion that it is in the best interest of the city to evaluate the desire for a recreation/aquatic facility from a regionalized perspective.

Communities such as Genola, Goshen, Rocky Ridge, Mona and unincorporated portions of Utah County could all benefit from a regionalized center. The Nebo School District could also benefit if the facility contained pool facilities that would accommodate swimming competitions. (*Note: The Nebo School District has purchased 59 acres in Santaquin City with the intent of building a new high school in the future.*)

Before going to the voters, it was recommended and accepted by the Santaquin City Council to delay a voter initiative. It was believed that going before the voters prematurely would have a high probability of failure unless every avenue of revenue generation was first exhausted in the form of partnerships. Furthermore, it was believed that more time was needed to generate plans for a regionalized center that could possibly offer more amenities that could be constructed if Santaquin City ventured into this project alone. As such, a proposed timeline of 2017-2018 was established with the triggers of partnership and voter approval needed before proceeding.

### Phase 4 – Removal of the Old Building

After the relocation of the city council chambers, senior center, recreation facilities (*and possible relocation of the museum*), Santaquin City would be in a position to eliminate the old building. This could possibly take place in the 2018-2019 time frame if all other prerequisites, as outlined above, are approved and completed. While the above is only one of several possible alternatives, the fundamental base of establishing financial triggers before proceeding is a sound framework embraced by the elected leaders on how best to move forward when dealing with so many needs and desires simultaneously. All or part of the aforementioned may be modified, enhanced, or eliminated as work continues by our elected leaders, advisory boards, staff and citizen volunteers.



## BUDGET SUMMARY SECTION

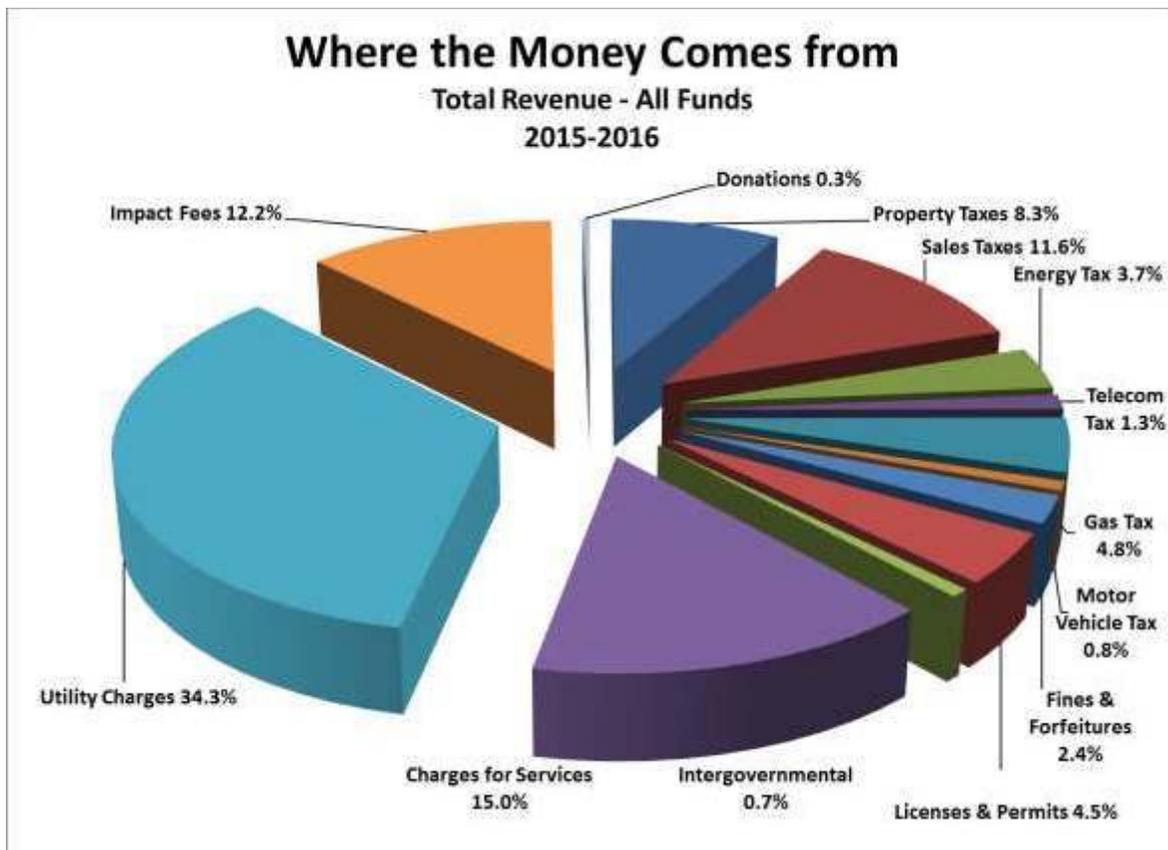
This section presents the charts, graphs, and table information of the 2015-2016 Santaquin City Budget in summary format. The information contained herein includes revenues, transfers, expenditures of the General Fund and the various Functional Areas. This section also reviews salary & benefit charts, capital projects and debt services. For detailed information regarding specific line items, please see Appendix A – Santaquin City Budget – Detail Version

Citywide Revenues.....	50
Fund to Fund Transfers .....	52
Citywide Expenditures.....	54
Budget Summary.....	56
General Fund.....	63
Functional Areas – <i>Departmental Review</i> .....	64
Salary & Benefits.....	78
Capital Projects.....	79
Citywide Debt.....	79

## BUDGET SUMMARY

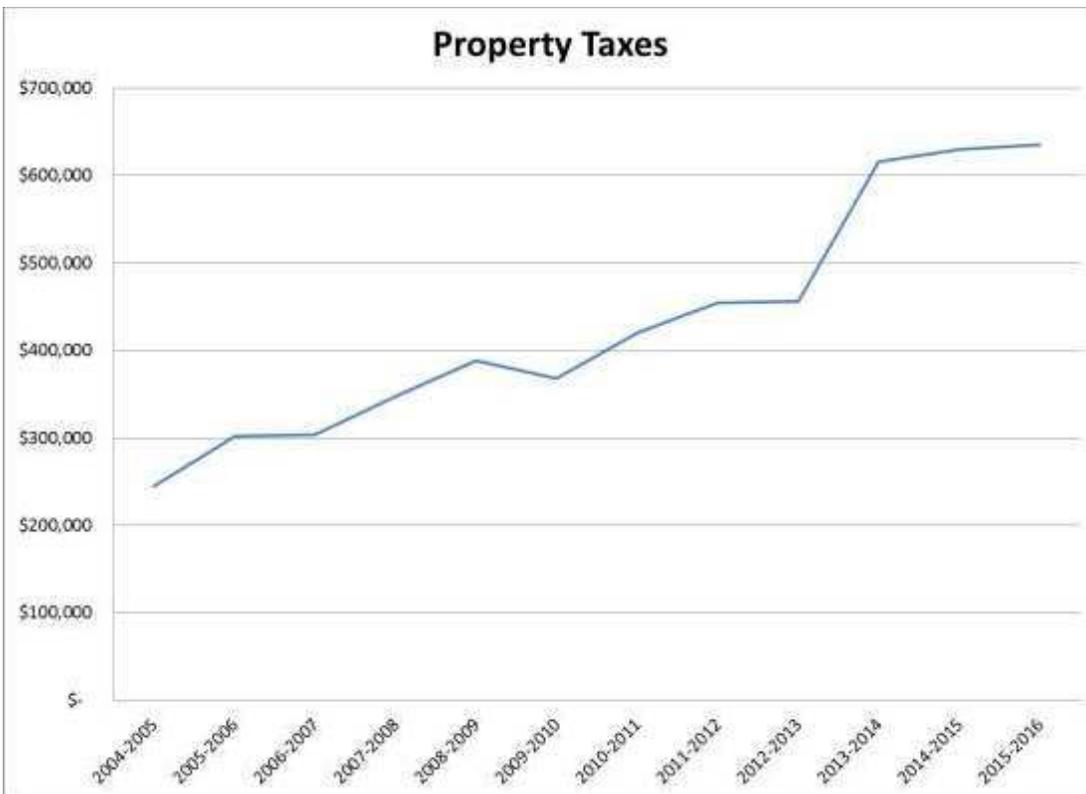
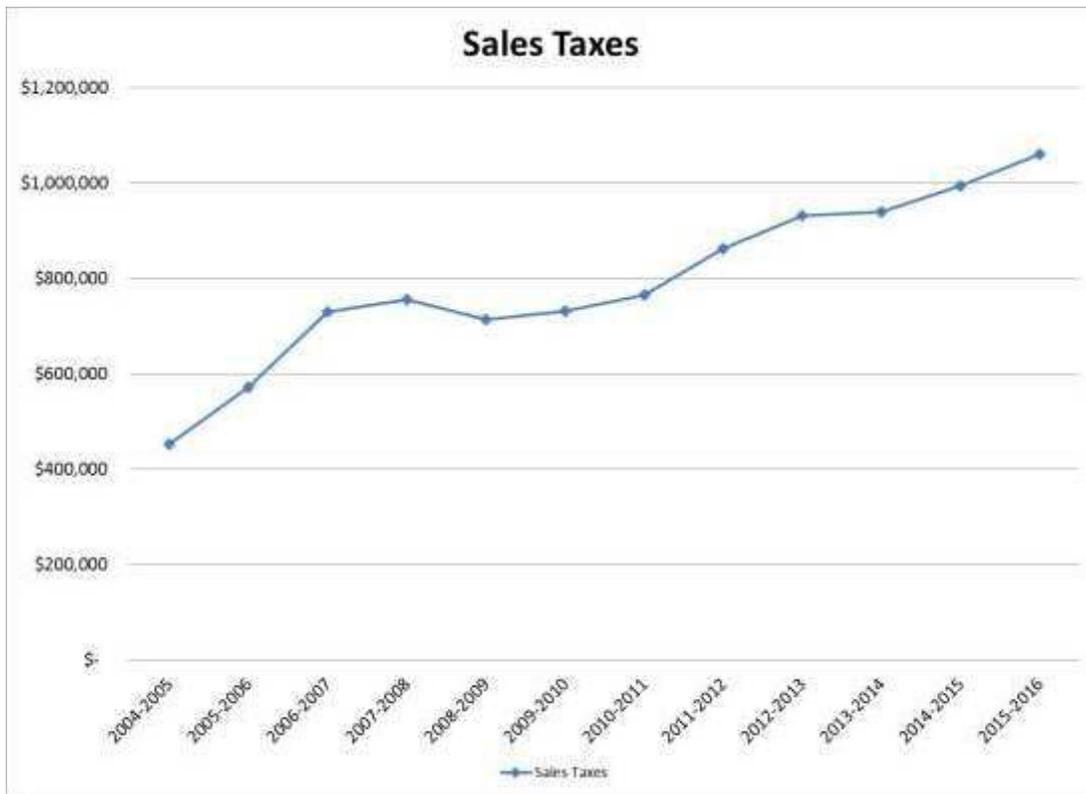
### Citywide Revenues

The chart below shows the sources of Santaquin City's Revenue net of transfers and capital projects. This year, 34.3% of the revenue comes from utility charges. Utility charges consist of water, sewer, pressurized irrigation, and garbage collection charges to Santaquin residents.



Sales tax has been an ever growing source of revenue for city representing a 6.6% growth rate since 2008. However, compared to the municipal average of 23-29% of revenue, Santaquin City's sales taxes only comprise roughly 11.6% of the city's overall source of revenue. Economic development initiatives such as the establishment of a grocery store in Santaquin will increase the sales tax percentage; thus creating a more stable revenue base without negatively impacting our citizenry.

SANTAQUIN CITY  
2015-2016 APPROVED BUDGET



**SANTAQUIN CITY**  
**2015-2016 APPROVED BUDGET**

---

Property taxes in Santaquin City are a much smaller component of the city's overall revenue structure representing 8.3% of total revenues.

The major revenue source for the city comes in the form of Utility Charges which comprise 34.3% of the overall budget. Other major revenue sources include Charges for Services (e.g. building construction, recreation, cemetery, etc.), Energy Taxes (e.g. Gas, Electric) Telecommunications Tax, Gas Tax, Licenses & Permits and Fines & Forfeitures and Impact Fees.

**Fund to Fund Transfers:**

Due to low property tax and sales tax revenues, it is necessary for Santaquin City to transfer funds from the Enterprise Funds (e.g. Water, Sewer, and Pressurized Irrigation Water) into the General Fund for the purpose of covering overhead related costs. Funds are also transferred from the General Fund into the Special Revenue Funds to meet their operational needs. Finally, funds are transferred from the Enterprise Funds into the Capital Project Funds to cover capital related expenditures related to the Enterprise Funds. The fund transfers proposed for the 2015-2016 Budget are found on the following page:

SANTAQUIN CITY  
2015-2016 APPROVED BUDGET

<b>Santaquin City</b>					
<b>2015-2016 Budgeted Transfers</b>					
<b><u>General Fund Transfers In:</u></b>			<b><u>Transfer From:</u></b>		
Fund	Acct No	Amount	Fund	Acct No	Amount
General Fund	10-39-NEW	\$ 39,196	Transportation Fund	59-40-NEW	\$ 39,196
General Fund	10-39-909	\$ 254,040	Pressurized Irr	54-40-900	\$ 254,040
General Fund	10-39-910	\$ 506,718	Water Fund	51-40-900	\$ 506,718
General Fund	10-39-911	\$ 216,970	Sewer Fund	52-40-830	\$ 216,970
<b>Total GF Transfer In:</b>		<b>\$ 1,016,923</b>	<b>Total Transfer Out:</b>		<b>\$ 1,016,923</b>
<b><u>General Fund Transfers Out:</u></b>			<b><u>Transfer To:</u></b>		
Fund	Acct No	Amount	Fund	Acct No	Amount
General Fund	10-90-100	\$ 113,574	Public Safety Impact	58-38-200	\$ 113,574
General Fund	10-90-200	\$ -	Recreation Fund	61-39-100	\$ -
General Fund	10-90-205	\$ 4,110	Royalty Fund	64-39-100	\$ 4,110
General Fund	10-90-300	\$ 4,200	Chieftain Museum	63-39-100	\$ 4,200
General Fund	10-90-400	\$ 74,292	Library Fund	72-39-410	\$ 74,292
General Fund	10-90-500	\$ 23,565	Seniors Fund	75-39-100	\$ 23,565
General Fund	10-90-550	\$ 54,000	Comp Cap Fund	49-39-100	\$ 54,000
General Fund	10-90-600	\$ 115,287	Capital Projects	41-39-100	\$ 115,287
General Fund	10-90-700	\$ 353,916	Capital Veh & Equip	42-39-100	\$ 353,916
General Fund	10-90-800	\$ -	Santaquin Days	62-39-100	\$ -
General Fund	10-90-860	\$ 174,653	Fire Department Fund	73-39-100	\$ 174,653
General Fund	10-90-870	\$ 533,500	Road SSD Fund	Separate Entity	\$ 533,500
General Fund	10-90-NEW	\$ 118,412	Transportation Impact Fund	59-38-200	\$ 118,412
<b>Total GF Transfer Out:</b>		<b>\$ 1,451,096</b>	<b>Total Transfers In:</b>		<b>\$ 1,451,096</b>
<b><u>Other Transfers In:</u></b>			<b><u>Other Transfers Out:</u></b>		
Fund	Acct No	Amount	Fund	Acct No	Amount
Comp Cap Fund	43-39-110	\$ 30,000	Water Fund	43-39-110	\$ 30,000
Comp Cap Fund	43-39-120	\$ 30,000	Sewer Fund	43-39-120	\$ 30,000
Comp Cap Fund	43-39-130	\$ 30,000	PI Fund	43-39-130	\$ 30,000
PI Impact Fees	60-38-900	\$ 133,009	PI Fund	54-40-920	\$ 133,009
Sewer Fund	52-38-910	\$ 200,000	Sewer Impact Fee Fund	56-40-900	\$ 200,000
<b>Total Other Transfers In:</b>		<b>\$ 423,009</b>	<b>Total Other Transfers From:</b>		<b>\$ 423,009</b>

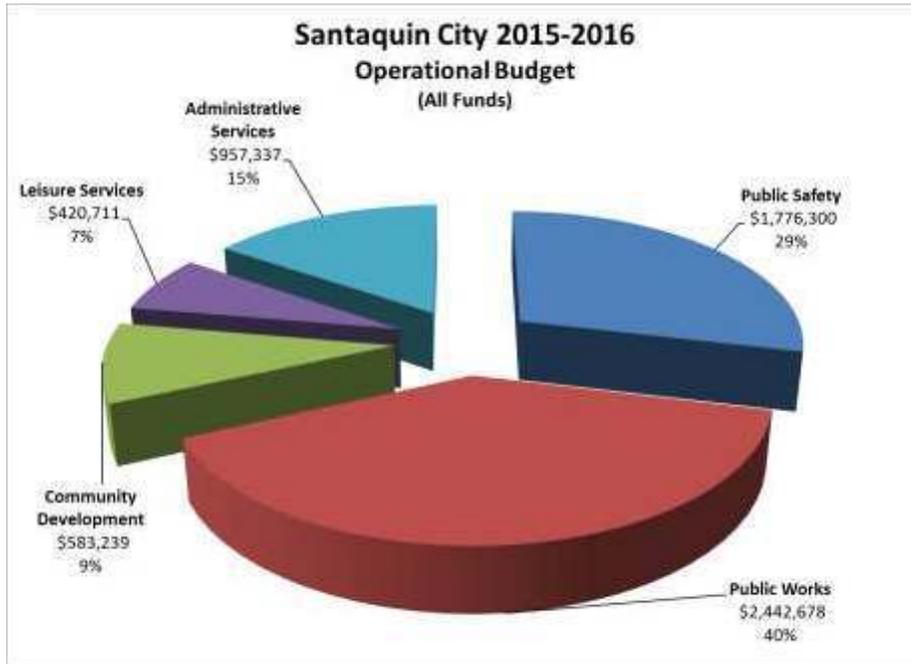
# SANTAQUIN CITY

## 2015-2016 APPROVED BUDGET

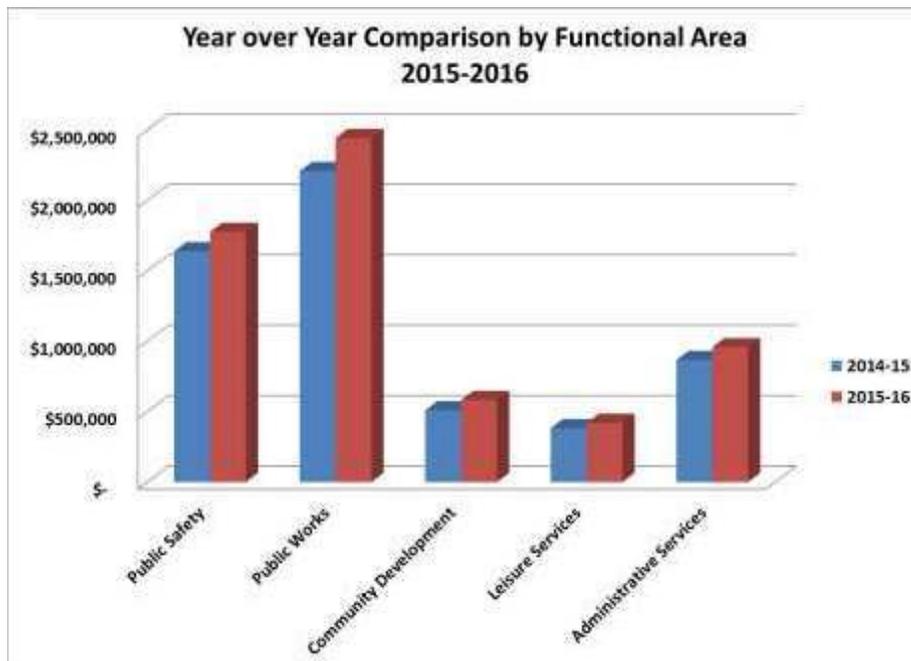
---

### Citywide Expenditures

The total operational budget (excluding capital projects) for 2015-2016 is \$6,180,265. The graph below shows operational expenditures by functional area of the city.

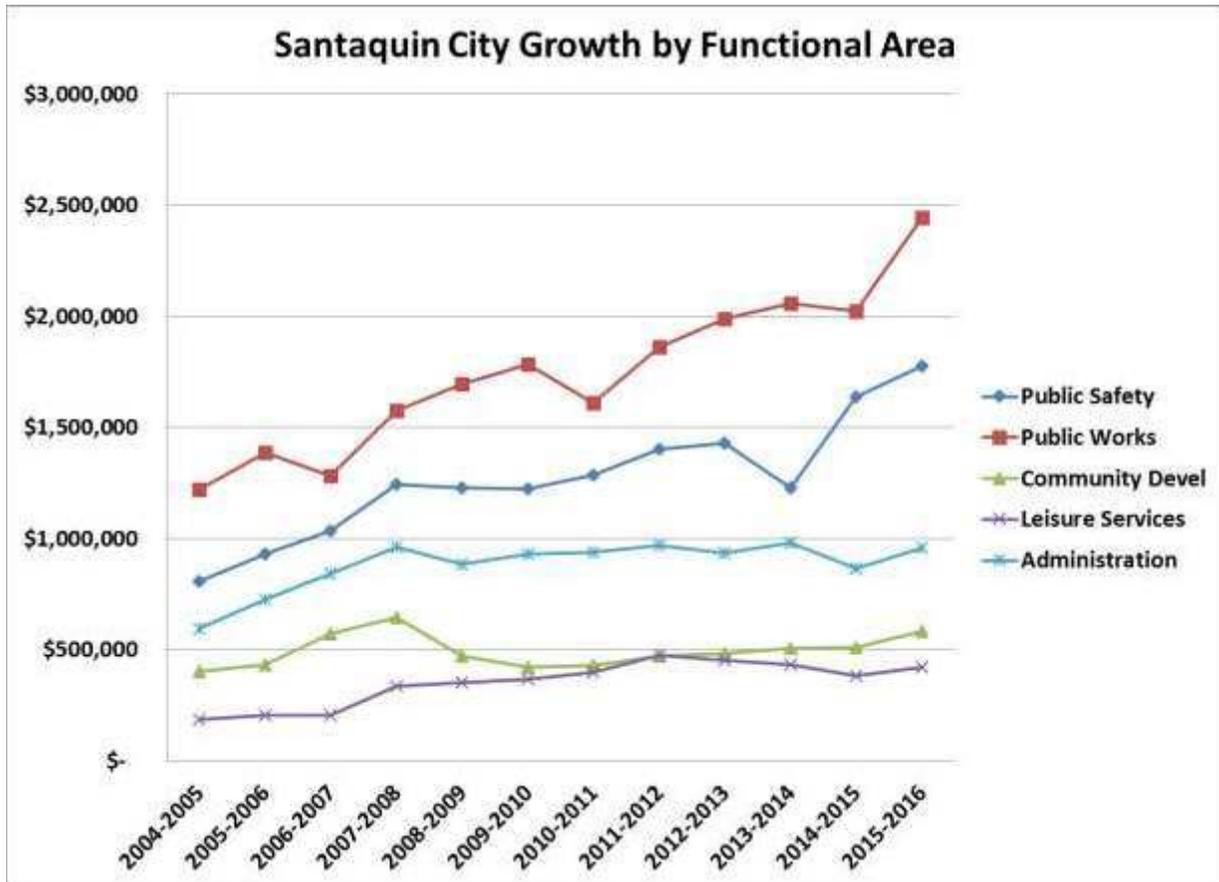


The year over year comparison of each functional area is illustrated below:



## SANTAQUIN CITY 2015-2016 APPROVED BUDGET

Finally, the growth over time of the operational budget of each functional area is outlined in the chart below:



Found on the next seven pages is a Budget Summary for the entire city (all funds)

**SANTAQUIN CITY**  
2015-2016 APPROVED BUDGET

<b>Santaquin City</b>							
<b>2015-2016 Final Budget</b>							
Account Number	Description	Actuals (2013-2014)	Revised Budget (2014-2015)	Actual Thru 3/31/2015 (2014-2015) 75% of Yr.	Projected Budget (2015-2016)	%Chg.	\$ Chg.
<b>GENERAL FUND</b>							
<b>REVENUES:</b>							
	TOTAL TAXES	\$ 2,069,300	\$ 2,214,500	\$1,834,616	\$ 2,301,500	3.9%	\$ 87,000
	TOTAL LICENSES AND PERMITS	\$ 381,662	\$ 360,400	\$294,897	\$ 410,400	13.9%	\$ 50,000
	TOTAL INTERGOVERNMENTAL REVENUE	\$ 354,736	\$ 369,604	\$303,011	\$ 451,064	22.0%	\$ 81,460
	TOTAL CHARGES FOR SERVICES	\$ 606,069	\$ 666,262	\$487,398	\$ 996,990	53.7%	\$ 330,728
	TOTAL FINES AND FORFEITURES	\$ 161,429	\$ 181,000	\$166,254	\$ 221,000	22.1%	\$ 40,000
	TOTAL MISCELLANEOUS REVENUE	\$ 98,986	\$ 41,250	\$30,873	\$ 48,450	16.6%	\$ 7,200
	TOTAL CONTRIBUTIONS AND TRANSFERS	\$ 816,308	\$ 978,485	\$507,722	\$ 1,016,923	4.3%	\$ 38,438
	<b>TOTAL FUND REVENUE</b>	<b>\$4,494,248</b>	<b>\$ 4,817,501</b>	<b>\$3,628,516</b>	<b>\$ 5,451,327</b>	<b>13.5%</b>	<b>\$ 633,826</b>
<b>EXPENDITURES:</b>							
	TOTAL LEGISLATIVE	\$ 53,523	\$ 53,811	\$41,700	\$ 64,351	17.9%	\$ 10,540
	TOTAL COURT	\$ 248,400	\$ 239,687	\$226,544	\$ 286,007	19.4%	\$ 46,320
	TOTAL ADMINISTRATION	\$ 566,010	\$ 446,982	\$375,014	\$ 486,192	8.3%	\$ 39,210
	TOTAL ENGINEERING DEPT	\$ 111,870	\$ 24,450	\$104,119	\$ 193,425	102.2%	\$ 168,975
	TOTAL GENERAL GOVERNMENT BUILDINGS	\$ 113,587	\$ 112,042	\$83,645	\$ 120,787	9.0%	\$ 8,745
	TOTAL EMERGENCY MEDICAL TECHNICIANS	\$ -	\$ -	\$0	\$ -		
	TOTAL POLICE	\$ 1,229,513	\$ 1,346,259	\$951,889	\$ 1,386,498	3.2%	\$ 40,239
	TOTAL FIRE PROTECTION	\$ -	\$ -	\$0	\$ -		
	TOTAL STREETS	\$ 517,777	\$ 234,186	\$202,622	\$ 248,275	6.0%	\$ 14,089
	TOTAL SANITATION	\$ 289,110	\$ 347,400	\$221,960	\$ 405,500	19.5%	\$ 58,100
	TOTAL BUILDING INSPECTION	\$ 195,021	\$ 186,926	\$155,697	\$ 184,801	-1.1%	\$ (2,126)
	TOTAL PARKS	\$ 119,664	\$ 137,068	\$87,156	\$ 208,915	52.8%	\$ 71,847
	TOTAL EMERGENCY MANAGEMENT SERVICES	\$ -	\$ -	\$0	\$ -	0.0%	\$ -
	TOTAL CEMETERY	\$ 73,932	\$ 89,244	\$50,478	\$ 78,022	-12.7%	\$ (11,222)
	TOTAL PLANNING & ZONING	\$ 200,177	\$ 160,789	\$132,794	\$ 205,013	27.8%	\$ 44,224
	TOTAL TRANSFERS	\$ 1,241,101	\$ 1,296,449	\$902,654	\$ 1,583,540	22.5%	\$ 287,091
	<b>TOTAL FUND EXPENDITURES</b>	<b>\$ 4,959,685</b>	<b>\$ 4,675,295</b>	<b>\$3,536,271</b>	<b>\$ 5,451,327</b>	<b>16.6%</b>	<b>\$ 776,032</b>
	<b>NET REVENUE OVER EXPENDITURES</b>	<b>\$ (465,437)</b>	<b>\$ 142,207</b>	<b>\$92,245</b>	<b>\$ 0</b>		<b>\$ (142,206)</b>
<b>CAPITAL PROJECTS FUND</b>							
<b>REVENUES:</b>							
	<b>TOTAL FUND REVENUES</b>	<b>\$ 114,062</b>	<b>\$ 12,500</b>	<b>\$66,115</b>	<b>\$ 468,314</b>	<b>3646.5%</b>	<b>\$ 455,814</b>
<b>EXPENDITURES:</b>							
	<b>TOTAL EXPENDITURES</b>	<b>\$ 113,061</b>	<b>\$ -</b>	<b>\$98,961</b>	<b>\$ 468,314</b>	<b>3746.5%</b>	<b>\$ 468,314</b>
	<b>TOTAL FUND EXPENDITURES</b>	<b>\$ 113,061</b>	<b>\$ -</b>	<b>\$98,961</b>	<b>\$ 468,314</b>	<b>3746.5%</b>	<b>\$ 468,314</b>
	<b>NET REVENUE OVER EXPENDITURES</b>	<b>\$ 1,001</b>	<b>\$ 12,500</b>	<b>-\$32,846</b>	<b>\$ -</b>	<b>0.0%</b>	<b>\$ (12,500)</b>

SANTAQUIN CITY  
2015-2016 APPROVED BUDGET

<b>Santaquin City</b>						
<b>2015-2016 Final Budget</b>						
Account Numb Description	Actuals (2013-2014)	Revised Budget (2014-2015)	Actual Thru 3/31/2015 (2014-2015) 75% of Yr.	Projected Budget (2015-2016)	%Chg.	\$ Chg.
<b>CAPITAL VEHICLE AND EQUIPMENT</b>						
<b>REVENUES:</b>						
TOTAL CONTRIBUTIONS AND TRANSFERS	\$ 646,599	\$ 521,017	\$429,631	\$ 699,916	64.2%	\$ 178,898
<b>TOTAL FUND REVENUE</b>	<b>\$ 646,599</b>	<b>\$ 521,017</b>	<b>\$429,631</b>	<b>\$ 699,916</b>	<b>64.2%</b>	<b>\$ 178,898</b>
<b>EXPENDITURES:</b>						
TOTAL FUND EXPENDITURES	\$ 651,424	\$ 521,017	\$424,749	\$ 699,915	64.2%	\$ 178,898
<b>TOTAL FUND EXPENDITURES</b>	<b>\$ 651,424</b>	<b>\$ 521,017</b>	<b>\$424,749</b>	<b>\$ 699,915</b>	<b>64.2%</b>	<b>\$ 178,898</b>
<b>NET REVENUE OVER EXPENDITURES</b>	<b>\$ (4,825)</b>	<b>\$ -</b>	<b>\$4,882</b>	<b>\$ 0</b>	<b>0.0%</b>	<b>\$ 0</b>
<b>COMPUTER TECHNOLOGY CAPITAL FUND</b>						
<b>REVENUES:</b>						
TOTAL CONTRIBUTIONS AND TRANSFERS	\$ 120,596	\$ 139,500	\$104,625	\$ 144,000	3.2%	\$ 4,500
<b>TOTAL FUND REVENUE</b>	<b>\$ 120,596</b>	<b>\$ 139,500</b>	<b>\$104,625</b>	<b>\$ 144,000</b>	<b>3.2%</b>	<b>\$ 4,500</b>
<b>EXPENDITURES:</b>						
TOTAL FUND EXPENDITURES	\$ 119,596	\$ 139,500	\$100,556	\$ 144,000	3.2%	\$ 4,500
<b>TOTAL FUND EXPENDITURES</b>	<b>\$ 119,596</b>	<b>\$ 139,500</b>	<b>\$100,556</b>	<b>\$ 144,000</b>	<b>3.2%</b>	<b>\$ 4,500</b>
<b>NET REVENUE OVER EXPENDITURES</b>	<b>\$ 1,000</b>	<b>\$ (0)</b>	<b>\$4,068</b>	<b>\$ -</b>	<b>0.0%</b>	<b>\$ 0</b>
<b>WATER FUND - ENTERPRISE FUND</b>						
<b>REVENUES:</b>						
TOTAL ENTERPRISE REVENUE	\$ 986,209	\$ 1,011,829	\$738,753	\$ 1,018,000	0.6%	\$ 6,171
TOTAL MISCELLANEOUS REVENUE	\$ 40,464	\$ 20,700	\$17,445	\$ 24,000	15.9%	\$ 3,300
TOTAL CONTRIBUTIONS AND TRANSFERS	\$ -	\$ 33,713	\$0	\$ -	0.0%	\$ (33,713)
<b>TOTAL FUND REVENUE</b>	<b>\$ 1,026,673</b>	<b>\$ 1,066,242</b>	<b>\$756,199</b>	<b>\$ 1,042,000</b>	<b>-2.3%</b>	<b>\$ (24,242)</b>
<b>EXPENDITURES:</b>						
TOTAL EXPENDITURES	\$ 587,086	\$ 1,066,242	\$755,773	\$ 1,042,000	-2.3%	\$ (24,242)
<b>TOTAL FUND EXPENDITURES</b>	<b>\$ 587,086</b>	<b>\$ 1,066,242</b>	<b>\$755,773</b>	<b>\$ 1,042,000</b>	<b>-2.3%</b>	<b>\$ (24,242)</b>
<b>NET REVENUE OVER EXPENDITURES</b>	<b>\$ 439,587</b>	<b>\$ (0)</b>	<b>\$426</b>	<b>\$ 0</b>	<b>0.0%</b>	<b>\$ 0</b>

SANTAQUIN CITY  
2015-2016 APPROVED BUDGET

<b>Santaquin City</b>						
<b>2015-2016 Final Budget</b>						
Account Numb Description	Actuals (2013-2014)	Revised Budget (2014-2015)	Actual Thru 3/31/2015 (2014-2015) 75% of Yr.	Projected Budget (2015-2016)	%Chg.	\$ Chg.
<b>SEWER FUND</b>						
<b>REVENUES:</b>						
TOTAL ENTERPRISE REVENUE	\$ 1,308,908	\$ 1,354,430	\$1,020,796	\$ 1,388,000	2.5%	\$ 33,570
TOTAL MISCELLANEOUS REVENUE	\$ 10,800	\$ 12,100	\$1,602	\$ 2,000	-83.5%	\$ (10,100)
<b>CONTRIBUTIONS AND TRANSFERS</b>						
52-38-910 TRANSFER FROM SEWER IMPACT FEE FUND		\$ 168,000	\$126,000	\$ 200,000	19.0%	\$ 32,000
52-39-110 CONTRIBUTIONS FROM SURPLUS		\$ -			#DIV/0!	\$ -
TOTAL CONTRIBUTIONS AND TRANSFERS	\$ -	\$ 168,000	\$126,000	\$ 200,000	19.0%	\$ 32,000
<b>TOTAL FUND REVENUE</b>	<b>\$ 1,319,708</b>	<b>\$ 1,534,530</b>	<b>\$1,148,398</b>	<b>\$ 1,590,000</b>	<b>3.6%</b>	<b>\$ 55,470</b>
<b>EXPENDITURES:</b>						
TOTAL EXPENDITURES	\$ 856,767	\$ 1,405,181	\$550,885	\$ 1,590,000	12.0%	\$ 184,819
TOTAL FUND EXPENDITURES	\$ 856,767	\$ 1,405,181	\$550,885	\$ 1,590,000	12.0%	\$ 184,819
<b>NET REVENUE OVER EXPENDITURES</b>	<b>\$ 462,941</b>	<b>\$ 129,349</b>	<b>\$597,513</b>	<b>\$ 0</b>	<b>39196586.3%</b>	<b>\$ (129,349)</b>
<b>PRESSURIZED IRRIGATION</b>						
<b>REVENUES:</b>						
TOTAL ENTERPRISE REVENUE	\$ 686,215	\$ 682,356	\$503,419	\$ 700,000	2.6%	\$ 17,644
TOTAL FUND REVENUE	\$ 686,215	\$ 682,356	\$503,419	\$ 700,000	2.6%	\$ 17,644
<b>EXPENDITURES:</b>						
TOTAL EXPENDITURES	\$ 459,993	\$ 682,356	\$503,137	\$ 700,000	2.6%	\$ 17,643
TOTAL FUND EXPENDITURES	\$ 459,993	\$ 682,356	\$503,137	\$ 700,000	2.6%	\$ 17,643
<b>NET REVENUE OVER EXPENDITURES</b>	<b>\$ 226,222</b>	<b>\$ (0)</b>	<b>\$283</b>	<b>\$ 0</b>	<b>0.0%</b>	<b>\$ 1</b>
<b>CULINARY WATER IMPACT FEES</b>						
<b>REVENUES:</b>						
TOTAL MISCELLANEOUS REVENUE	\$ 384,434	\$ 45,920	\$47,232	\$ 72,160	57.1%	\$ 26,240
TOTAL FUND REVENUE	\$ 384,434	\$ 45,920	\$47,232	\$ 72,160	57.1%	\$ 26,240
<b>EXPENDITURES:</b>						
TOTAL EXPENDITURES	\$ 1,048,330	\$ 45,920	\$207,024	\$ 72,160	57.1%	\$ 26,240
TOTAL FUND EXPENDITURES	\$ 1,048,330	\$ 45,920	\$207,024	\$ 72,160	57.1%	\$ 26,240
<b>NET REVENUE OVER EXPENDITURES</b>	<b>\$ (663,896)</b>	<b>\$ -</b>	<b>-\$159,792</b>	<b>\$ -</b>	<b>-100.0%</b>	<b>\$ -</b>

SANTAQUIN CITY  
2015-2016 APPROVED BUDGET

<b>Santaquin City</b>						
<b>2015-2016 Final Budget</b>						
Account Numb Description	Actuals (2013-2014)	Revised Budget (2014-2015)	Actual Thru 3/31/2015 (2014-2015) 75% of Yr.	Projected Budget (2015-2016)	%Chg.	\$ Chg.
<b>SEWER IMPACT FEES</b>						
<b>REVENUES:</b>						
TOTAL MISCELLANEOUS REVENUE	\$ 3,690,059	\$ 280,000	\$287,323	\$ 442,000	57.9%	\$ 162,000
<b>TOTAL FUND REVENUE</b>	<b>\$ 3,690,059</b>	<b>\$ 280,000</b>	<b>\$287,323</b>	<b>\$ 442,000</b>	57.9%	\$ 162,000
<b>EXPENDITURES:</b>						
TOTAL EXPENDITURES	\$ 948,499	\$ 180,000	\$360,045	\$ 442,000	93.6%	\$ 262,000
<b>TOTAL FUND EXPENDITURES</b>	<b>\$ 948,499</b>	<b>\$ 180,000</b>	<b>\$360,045</b>	<b>\$ 442,000</b>	93.6%	\$ 262,000
<b>NET REVENUE OVER EXPENDITURES</b>	<b>\$2,741,560</b>	<b>\$ 100,000</b>	<b>-\$72,722</b>	<b>\$ -</b>	0.0%	<b>\$ (100,000)</b>
<b>PARK IMPACT FEES</b>						
<b>REVENUES:</b>						
TOTAL MISCELLANEOUS REVENUE	\$ 285,508	\$ 175,000	\$185,491	\$ 280,500	60.3%	\$ 105,500
<b>TOTAL FUND REVENUE</b>	<b>\$ 285,508</b>	<b>\$ 175,000</b>	<b>\$185,491</b>	<b>\$ 280,500</b>	60.3%	\$ 105,500
<b>EXPENDITURES:</b>						
TOTAL EXPENDITURES	\$ 108,191	\$ -	\$48,821	\$ 280,500	100.0%	\$ 280,500
<b>TOTAL FUND EXPENDITURES</b>	<b>\$ 108,191</b>	<b>\$ -</b>	<b>\$48,821</b>	<b>\$ 280,500</b>	100.0%	\$ 280,500
<b>NET REVENUE OVER EXPENDITURES</b>	<b>\$ 177,317</b>	<b>\$ 175,000</b>	<b>\$136,670</b>	<b>\$ -</b>	-100.0%	<b>\$ (175,000)</b>
<b>PUBLIC SAFETY IMPACT FEES</b>						
<b>REVENUES:</b>						
TOTAL MISCELLANEOUS REVENUE	\$ 162,044	\$ 159,818	\$128,061	\$ 159,818	0.0%	\$ (1)
<b>TOTAL FUND REVENUE</b>	<b>\$ 162,044</b>	<b>\$ 159,818</b>	<b>\$128,061</b>	<b>\$ 159,818</b>	0.0%	\$ (1)
<b>EXPENDITURES:</b>						
TOTAL EXPENDITURES	\$ 161,044	\$ 159,818	\$161,818	\$ 159,818	0.0%	\$ (1)
<b>TOTAL FUND EXPENDITURES</b>	<b>\$ 161,044</b>	<b>\$ 159,818</b>	<b>\$161,818</b>	<b>\$ 159,818</b>	0.0%	\$ (1)
<b>NET REVENUE OVER EXPENDITURES</b>	<b>\$ 1,000</b>	<b>\$ -</b>	<b>-\$33,757</b>	<b>\$ -</b>	0.0%	<b>\$ -</b>

SANTAQUIN CITY  
2015-2016 APPROVED BUDGET

<b>Santaquin City</b>						
<b>2015-2016 Final Budget</b>						
Account Numb Description	Actuals (2013-2014)	Revised Budget (2014-2015)	Actual Thru 3/31/2015 (2014-2015) 75% of Yr.	Projected Budget (2015-2016)	%Chg.	\$ Chg.
<b>TRANSPORTATION IMPACT FEES</b>						
<b>REVENUES:</b>						
TOTAL MISCELLANEOUS REVENUE	\$ 25,613	\$ -	\$0	\$ 189,196	100.0%	\$ 189,196
<b>TOTAL FUND REVENUE</b>	<b>\$ 25,613</b>	<b>\$ -</b>	<b>\$0</b>	<b>\$ 189,196</b>	<b>144.1%</b>	<b>\$ 189,196</b>
<b>EXPENDITURES:</b>						
TOTAL EXPENDITURES	\$ 24,613	\$ -	\$39,196	\$ 189,196	100.0%	\$ 189,196
<b>TOTAL FUND EXPENDITURES</b>	<b>\$ 24,613</b>	<b>\$ -</b>	<b>\$39,196</b>	<b>\$ 189,196</b>	<b>100.0%</b>	<b>\$ 189,196</b>
<b>NET REVENUE OVER EXPENDITURES</b>	<b>\$ 1,000</b>	<b>\$ -</b>	<b>-\$39,196</b>	<b>\$ -</b>	<b>0.0%</b>	<b>\$ -</b>
<b>PRESSURIZED IRRIGATION WATER IMPACT FEES</b>						
<b>REVENUES:</b>						
TOTAL MISCELLANEOUS REVENUE	\$ 82,044	\$ 452,009	\$358,624	\$ 452,009	0.0%	\$ -
<b>TOTAL FUND REVENUE</b>	<b>\$ 82,044</b>	<b>\$ 452,009</b>	<b>\$358,624</b>	<b>\$ 452,009</b>	<b>0.0%</b>	<b>\$ -</b>
<b>EXPENDITURES:</b>						
TOTAL EXPENDITURES	\$ 5,592	\$ 452,009	\$11,698	\$ 452,009	0.0%	\$ -
<b>TOTAL FUND EXPENDITURES</b>	<b>\$ 5,592</b>	<b>\$ 452,009</b>	<b>\$11,698</b>	<b>\$ 452,009</b>	<b>0.0%</b>	<b>\$ -</b>
<b>NET REVENUE OVER EXPENDITURES</b>	<b>\$ 76,451</b>	<b>\$ -</b>	<b>\$346,926</b>	<b>\$ -</b>	<b>-100.0%</b>	<b>\$ -</b>
<b>RECREATION - SPECIAL REV FUND</b>						
<b>REVENUES:</b>						
TOTAL INTERGOVERNMENTAL REVENUE	\$ 31,590	\$ 36,500	\$32,722	\$ 46,400	27.1%	\$ 9,900
TOTAL CHARGES FOR SERVICES	\$ 100,696	\$ 103,550	\$91,826	\$ 97,300	-6.0%	\$ (6,250)
TOTAL CONTRIBUTIONS AND TRANSFERS	\$ 75,000	\$ 28,177	\$5,250	\$ 20,555	-38.1%	\$ (7,622)
<b>TOTAL FUND REVENUE</b>	<b>\$ 207,286</b>	<b>\$ 168,227</b>	<b>\$129,798</b>	<b>\$ 164,255</b>	<b>-2.5%</b>	<b>\$ (3,972)</b>
<b>EXPENDITURES:</b>						
TOTAL EXPENDITURES	\$ 207,913	\$ 168,227	\$107,927	\$ 164,255	-2.5%	\$ (3,972)
<b>TOTAL FUND EXPENDITURES</b>	<b>\$ 207,913</b>	<b>\$ 168,227</b>	<b>\$107,927</b>	<b>\$ 164,255</b>	<b>-2.5%</b>	<b>\$ (3,972)</b>
<b>NET REVENUE OVER EXPENDITURES</b>	<b>\$ (627)</b>	<b>\$ -</b>	<b>\$21,871</b>	<b>\$ 0</b>	<b>0.0%</b>	<b>\$ 0</b>

SANTAQUIN CITY  
2015-2016 APPROVED BUDGET

<b>Santaquin City</b>						
<b>2015-2016 Final Budget</b>						
Account Numb Description	Actuals (2013-2014)	Revised Budget (2014-2015)	Actual Thru 3/31/2015 (2014-2015) 75% of Yr.	Projected Budget (2015-2016)	%Chg.	\$ Chg.
<b>SANTAQUIN DAYS ENTERPRISE FUND</b>						
<b>REVENUES:</b>						
TOTAL CHARGES FOR SERVICES	\$ 27,337	\$ 27,000	\$25,696	\$ 28,950	7.2%	\$ 1,950
TOTAL MISCELLANEOUS REVENUE	\$ 35,150	\$ 21,000	\$11,180	\$ 30,000	42.9%	\$ 9,000
TOTAL CONTRIBUTIONS AND TRANSFERS	\$ 7,000	\$ -	\$0	\$ 2,000	100.0%	\$ 2,000
<b>TOTAL FUND REVENUE</b>	<b>\$ 69,487</b>	<b>\$ 48,000</b>	<b>\$36,876</b>	<b>\$ 60,950</b>	<b>27.0%</b>	<b>\$ 12,950</b>
<b>EXPENDITURES:</b>						
TOTAL EXPENDITURES	\$ 45,798	\$ 48,000	\$63,033	\$ 60,950	27.0%	\$ 12,950
TOTAL FUND EXPENDITURES	\$ 45,798	\$ 48,000	\$63,033	\$ 60,950	27.0%	\$ 12,950
<b>NET REVENUE OVER EXPENDITURES</b>	<b>\$ 23,689</b>	<b>\$ -</b>	<b>-\$26,157</b>	<b>\$ 0</b>	<b>0.0%</b>	<b>\$ 0</b>
<b>CHIEFTAIN MUSEUM</b>						
<b>REVENUES:</b>						
TOTAL INTERGOVERNMENTAL REVENUE	\$ -	\$ -	\$1,836	\$ -	0.0%	\$ -
TOTAL CONTRIBUTIONS AND TRANSFERS	\$ 4,730	\$ 6,200	\$3,150	\$ 6,200	0.0%	\$ -
<b>TOTAL FUND REVENUE</b>	<b>\$ 4,730</b>	<b>\$ 6,200</b>	<b>\$4,986</b>	<b>\$ 6,200</b>	<b>0.0%</b>	<b>\$ -</b>
<b>EXPENDITURES:</b>						
TOTAL EXPENDITURES	\$ 4,532	\$ 6,200	\$4,976	\$ 6,200	0.0%	\$ (0)
TOTAL FUND EXPENDITURES	\$ 4,532	\$ 6,200	\$4,976	\$ 6,200	0.0%	\$ (0)
<b>NET REVENUE OVER EXPENDITURES</b>	<b>\$ 198</b>	<b>\$ 0</b>	<b>\$10</b>	<b>\$ 0</b>	<b>2058.8%</b>	<b>\$ 0</b>
<b>ROYALTY FUND (NEW)</b>						
<b>REVENUES:</b>						
TOTAL INTERGOVERNMENTAL REVENUE		\$ 9,200	\$5,250	\$ 6,810	100.0%	\$ 6,810
<b>EXPENDITURES:</b>						
TOTAL EXPENDITURES		\$ 9,000	\$209	\$ 6,810	100%	\$ 6,810
<b>NET REVENUE OVER EXPENDITURES</b>	<b>\$ -</b>	<b>\$ 200</b>	<b>\$5,041</b>	<b>\$ -</b>	<b>100.0%</b>	<b>\$ -</b>

**SANTAQUIN CITY**  
2015-2016 APPROVED BUDGET

<b>Santaquin City</b>						
<b>2015-2016 Final Budget</b>						
Account Numb Description	Actuals (2013-2014)	Revised Budget (2014-2015)	Actual Thru 3/31/2015 (2014-2015) 75% of Yr.	Projected Budget (2015-2016)	%Chg.	\$ Chg.
<b>LIBRARY FUND</b>						
<b>REVENUES:</b>						
TOTAL TAXES	\$ 52,923	\$ 57,000	\$50,398	\$ 57,000	0.0%	\$ -
TOTAL MISCELLANEOUS REVENUE	\$ 10,973	\$ 14,500	\$9,619	\$ 19,000	31.0%	\$ 4,500
TOTAL CONTRIBUTIONS AND TRANSFERS	\$ 70,192	\$ 63,319	\$46,650	\$ 74,292	17.6%	\$ 10,973
<b>TOTAL FUND REVENUE</b>	<b>\$ 134,088</b>	<b>\$ 134,819</b>	<b>\$106,667</b>	<b>\$ 150,292</b>	<b>11.6%</b>	<b>\$ 15,473</b>
<b>EXPENDITURES:</b>						
TOTAL EXPENDITURES	\$ 133,154	\$ 134,819	\$95,520	\$ 150,292	11.6%	\$ 15,473
<b>TOTAL FUND EXPENDITURES</b>	<b>\$ 133,154</b>	<b>\$ 134,819</b>	<b>\$95,520</b>	<b>\$ 150,292</b>	<b>11.6%</b>	<b>\$ 15,473</b>
<b>NET REVENUE OVER EXPENDITURES</b>	<b>\$ 934</b>	<b>\$ -</b>	<b>\$11,146</b>	<b>\$ 0</b>	<b>0.0%</b>	<b>\$ 0</b>
<b>SENIOR CITIZENS FUND</b>						
<b>REVENUES:</b>						
TOTAL CHARGES FOR SERVICES	\$ 16,208	\$ 13,150	\$12,466	\$ 14,950	13.7%	\$ 1,800
TOTAL MISCELLANEOUS REVENUE	\$ 127	\$ 500	\$400	\$ 500	0.0%	\$ -
TOTAL CONTRIBUTIONS AND TRANSFERS	\$ 25,051	\$ 23,400	\$17,550	\$ 23,565	0.7%	\$ 165
<b>TOTAL FUND REVENUE</b>	<b>\$ 41,386</b>	<b>\$ 37,050</b>	<b>\$30,416</b>	<b>\$ 39,015</b>	<b>5.3%</b>	<b>\$ 1,965</b>
<b>EXPENDITURES:</b>						
TOTAL EXPENDITURES	\$ 40,720	\$ 37,050	\$31,620	\$ 39,015	5.3%	\$ 1,965
<b>TOTAL FUND EXPENDITURES</b>	<b>\$ 40,720</b>	<b>\$ 37,050</b>	<b>\$31,620</b>	<b>\$ 39,015</b>	<b>5.3%</b>	<b>\$ 1,965</b>
<b>NET REVENUE OVER EXPENDITURES</b>	<b>\$ 666</b>	<b>\$ -</b>	<b>-\$1,204</b>	<b>\$ 0</b>	<b>0.0%</b>	<b>\$ 0</b>
<b>FIRE DEPARTMENT FUND</b>						
<b>REVENUES:</b>						
TOTAL INTERGOVERNMENTAL REVENUE	\$ 16,233	\$ 26,810	\$ 15,870	\$ 29,900	11.5%	\$ 3,090
TOTAL CHARGES FOR SERVICES	\$ 180,038	\$ 134,046	\$ 161,272	\$ 184,750	37.8%	\$ 50,704
TOTAL MISCELLANEOUS REVENUE	\$ 527	\$ 500	\$ 1,415	\$ 500	0.0%	\$ -
TOTAL CONTRIBUTIONS AND TRANSFERS	\$ 343,703	\$ 204,635	\$ 151,887	\$ 174,653	-14.8%	\$ (29,983)
<b>TOTAL FUND REVENUE</b>	<b>\$ 540,500</b>	<b>\$ 365,991</b>	<b>\$ 330,443</b>	<b>\$ 389,803</b>	<b>6.5%</b>	<b>\$ 23,812</b>
<b>EXPENDITURES:</b>						
TOTAL FIRE PROTECTION	\$ 500,171	\$ 365,991	\$ 307,258	\$ 389,802	6.5%	\$ 23,811
<b>TOTAL FUND EXPENDITURES</b>	<b>\$ 500,481</b>	<b>\$ 365,991</b>	<b>\$ 307,258</b>	<b>\$ 389,802</b>	<b>6.5%</b>	<b>\$ 23,811</b>
<b>NET REVENUE OVER EXPENDITURES</b>	<b>\$ 40,019</b>	<b>\$ -</b>	<b>\$ 23,185</b>	<b>\$ 0</b>	<b>0.0%</b>	<b>\$ 0</b>

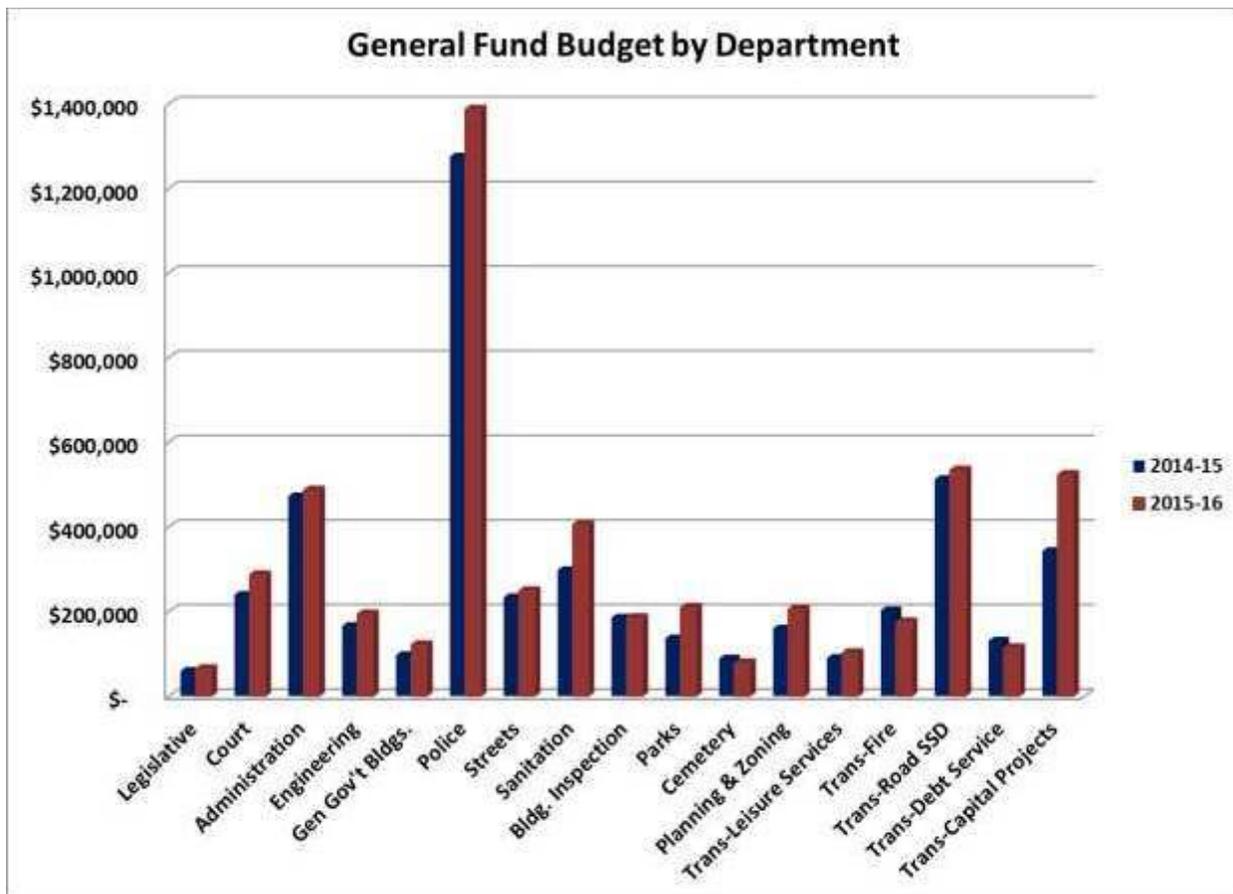
**SANTAQUIN CITY**  
**2015-2016 APPROVED BUDGET**

---

**General Fund**

The General Funds are used to account for resources and activities that are not required to be accounted for in another fund. The General Fund is the largest portion of the budget and is primarily supported by the taxes received by the city. The General Fund pays for police services. However, the EMT and Fire budgets were segregated in FY2013-2014 from the General Fund into a newly created Special Revenue Fund to improve Fire Departmental accounting. Other services included in the General Fund include court, legislative, streets, planning & zoning, building inspection, parks, cemetery, and various administrative and support services such as attorneys and engineers.

The following chart outlines the changes by department from the 2014-2015 budget year to the 2015-2016 budget year. Note: For continuity purposes, Fire and EMS have remained in the General Fund Chart to illustrate a year over year comparison.



**SANTAQUIN CITY**  
**2015-2016 APPROVED BUDGET**

The table below is a total comprehensive budget by department over the past 7 years.

<b>Santaquin City</b>								
<b>2015-2016 General Fund by Department over 7-Years</b>								
Account Number	Description	Actuals (2009-2010)	Actuals (2010-2011)	Actuals (2011-2012)	Actuals (2012-2013)	Actuals (2013-2014)	Revised Budget (2014-2015)	Projected Budget (2015-2016)
<b>GENERAL FUND</b>								
	TOTAL LEGISLATIVE	\$ 50,271	\$ 45,740	\$ 80,085	\$ 49,554	\$ 53,523	\$ 53,811	\$ 64,351
	TOTAL COURT	\$ 225,403	\$ 243,802	\$ 286,548	\$ 263,203	\$ 248,400	\$ 239,687	\$ 286,007
	TOTAL ADMINISTRATION	\$ 596,125	\$ 583,117	\$ 506,757	\$ 514,648	\$ 566,010	\$ 446,982	\$ 486,192
	TOTAL ENGINEERING DEPT	\$ 90,240	\$ 42,886	\$ 73,720	\$ 74,271	\$ 111,870	\$ 24,450	\$ 193,425
	TOTAL GENERAL GOVERNMENT BUILDINGS	\$ 57,818	\$ 66,118	\$ 96,235	\$ 108,266	\$ 113,587	\$ 112,042	\$ 120,787
	TOTAL EMERGENCY MEDICAL TECHNICIANS	\$ 136,518	\$ 171,888	\$ 143,388	\$ 158,585	\$ -	\$ -	\$ -
	TOTAL POLICE	\$ 1,005,775	\$ 1,040,398	\$ 1,179,218	\$ 1,156,029	\$ 1,229,513	\$ 1,346,259	\$ 1,386,498
	TOTAL FIRE PROTECTION	\$ 83,870	\$ 74,178	\$ 80,670	\$ 113,543	\$ -	\$ -	\$ -
	TOTAL STREETS	\$ 437,705	\$ 406,471	\$ 461,838	\$ 490,799	\$ 517,777	\$ 234,186	\$ 248,275
	TOTAL SANITATION	\$ 374,758	\$ 398,461	\$ 360,358	\$ 285,612	\$ 289,110	\$ 347,400	\$ 405,500
	TOTAL BUILDING INSPECTION	\$ 205,742	\$ 218,975	\$ 204,283	\$ 202,767	\$ 195,021	\$ 186,926	\$ 184,801
	TOTAL PARKS	\$ 78,215	\$ 78,324	\$ 107,825	\$ 134,655	\$ 119,664	\$ 137,068	\$ 208,915
	TOTAL EMERGENCY MANAGEMENT SERVICES	\$ 766	\$ 855	\$ 42	\$ 108	\$ -	\$ -	\$ -
	TOTAL CEMETERY	\$ 53,806	\$ 52,345	\$ 73,444	\$ 72,037	\$ 73,932	\$ 89,244	\$ 78,022
	TOTAL PLANNING & ZONNING	\$ 125,747	\$ 168,408	\$ 193,728	\$ 207,475	\$ 200,177	\$ 160,789	\$ 205,013
	TOTAL TRANSFERS	\$ 831,008	\$ 637,691	\$ 747,637	\$ 576,547	\$ 1,241,101	\$ 1,296,449	\$ 1,583,540
	<b>TOTAL FUND EXPENDITURES</b>	<b>\$ 4,353,767</b>	<b>\$ 4,229,658</b>	<b>\$ 4,596,069</b>	<b>\$ 4,408,098</b>	<b>\$ 4,959,685</b>	<b>\$ 4,675,295</b>	<b>\$ 5,451,327</b>

**Functional Areas – Departmental Review**

As illustrated in the chart on page 54, expenditures of the city are broken into five Functional Areas which include Public Safety, Public Works, Community Development, Leisure Services, and Administrative Services. Each Functional Area is composed of multiple departments. Each department is supervised by a Department Head and each of the Department Heads within a Functional Area is supervised by a Functional Area Director. The next section will outline the operational budgets and budget trends of each Functional Area. (Note: With the hiring of a new Fire Chief in 2013, the Public Safety Functional Area responsibilities have been split and shared by the Chief of Police and the Fire Chief, who are both considered Functional Area Directors. Though the responsibilities have been split, the financials for both departments remain consolidated under “Public Safety” for continuity purposes.)

*Public Safety*

On June 18, 2014, Rodney Hurst was sworn in as the city’s Chief of Police and has been working in partnership with Fire Chief Stephen Olson regarding the administration of all Police, Fire, and EMS operations.

SANTAQUIN CITY  
2015-2016 APPROVED BUDGET

**Santaquin City Organizational Chart  
Police Department**

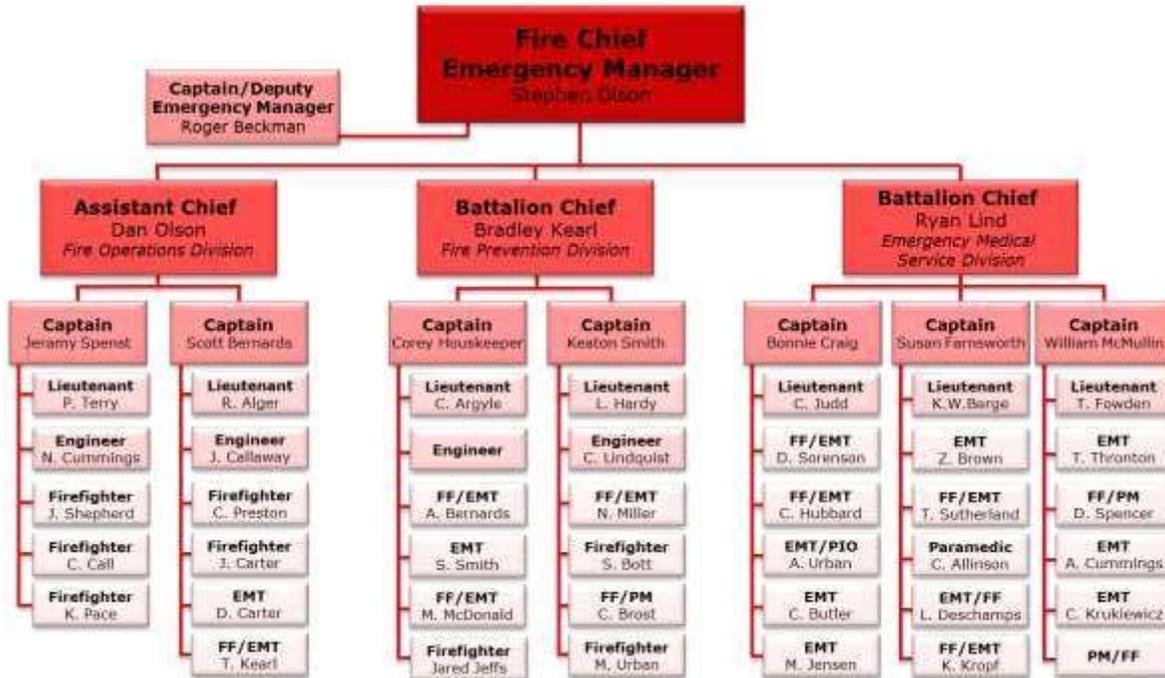


PERSONNEL SUMMARY

PUBLIC SAFETY		Full-time	Part-time	Seasonal/Temp	Volunteers
	Police				
	2015	14	7	0	0
	2014	14	6	0	0
	2013	14	3	0	0

SANTAQUIN CITY  
2015-2016 APPROVED BUDGET

**Santaquin City Organizational Chart  
Fire Department**

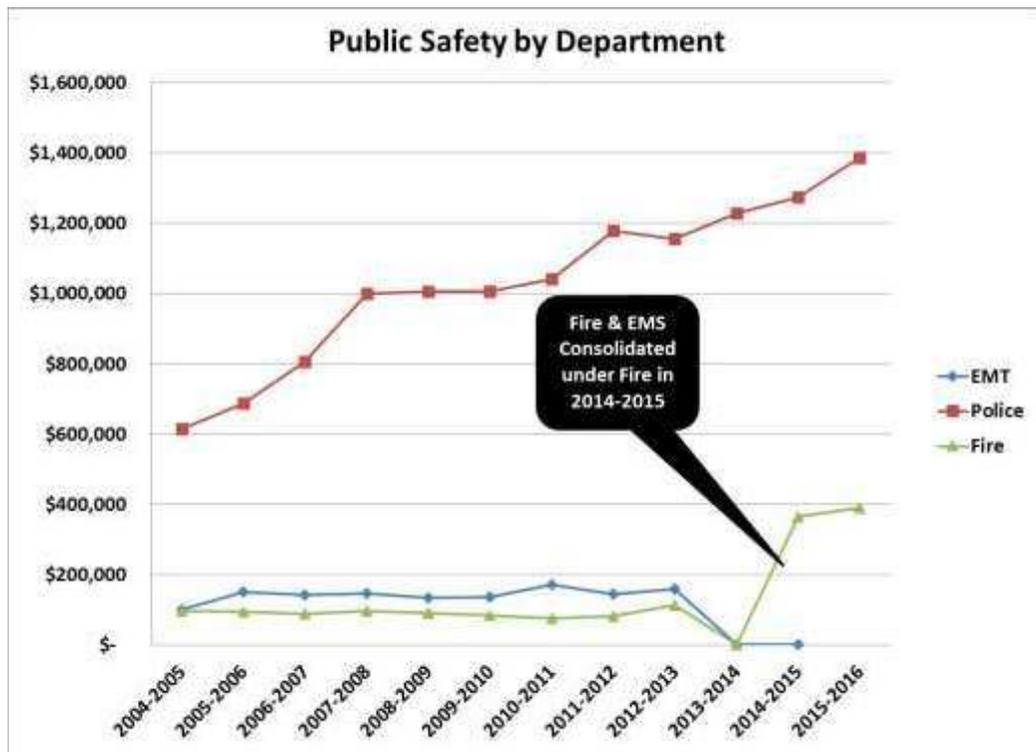
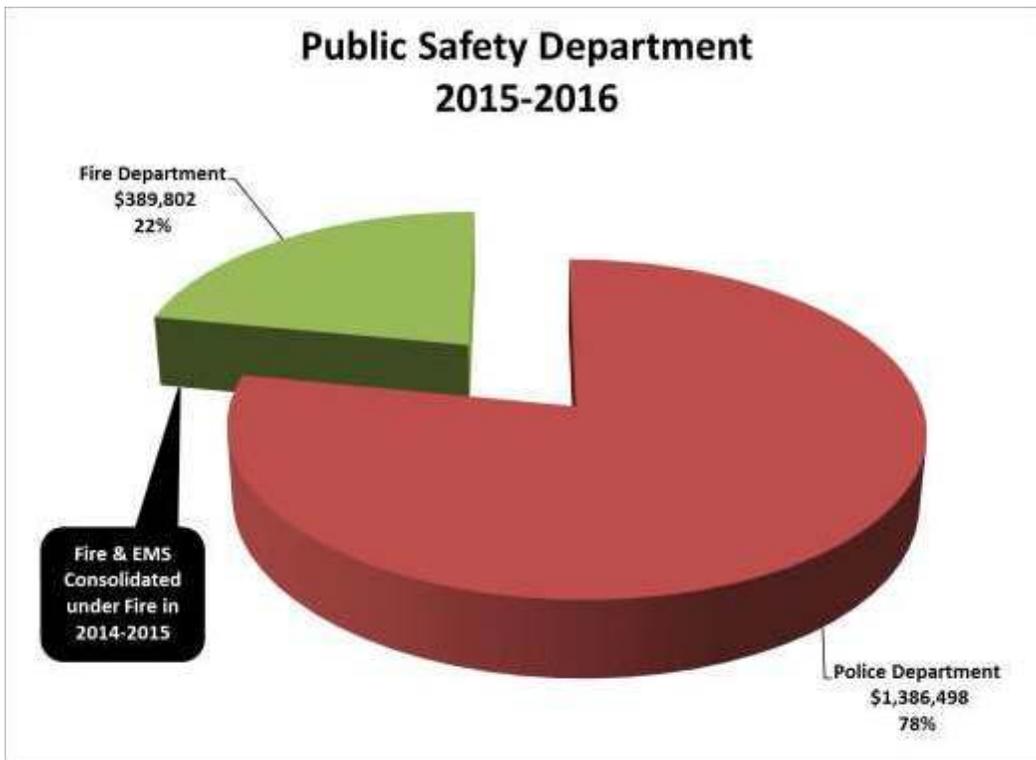


PERSONNEL SUMMARY

PUBLIC  
SAFETY

	Full-time	Part-time	Seasonal/Temp	Volunteers
Fire/EMS				
2015	0	1	0	56
2014	0	1	0	57
2013	0	0	0	61

SANTAQUIN CITY  
2015-2016 APPROVED BUDGET



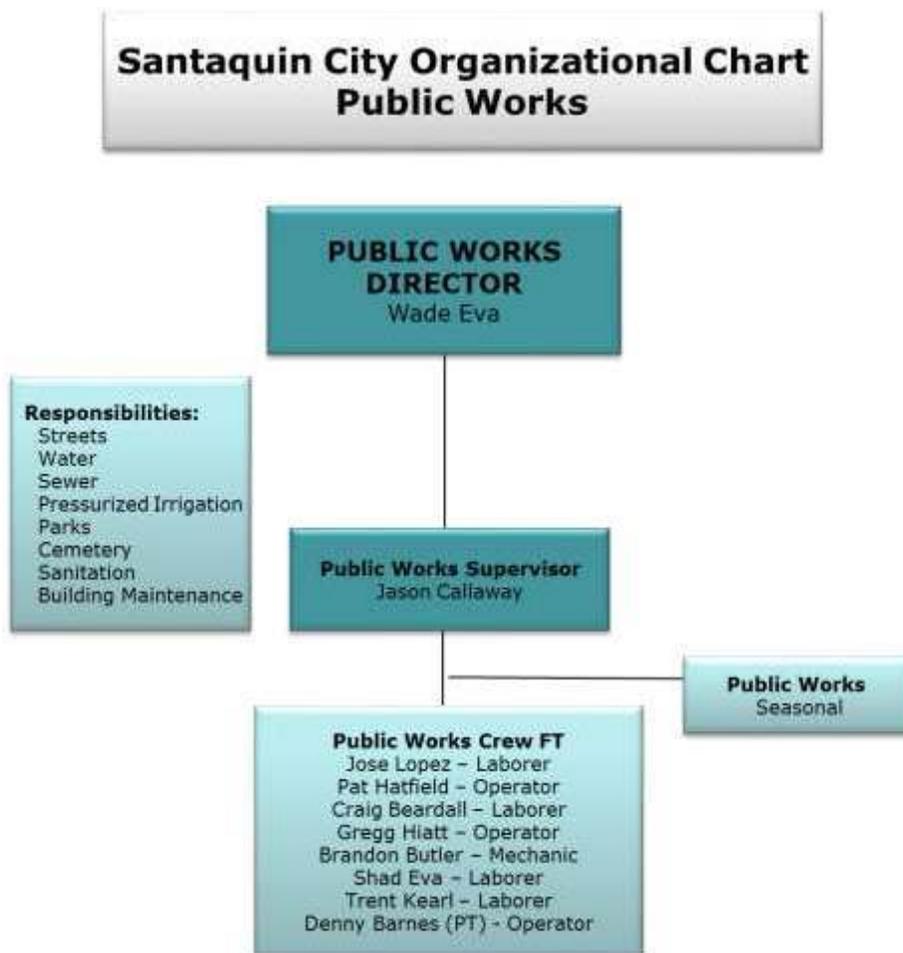
SANTAQUIN CITY  
2015-2016 APPROVED BUDGET

---

*Public Works*

Wade Eva is the Public Works Director for the city and manages the city's public works crew in support of all Water, Sewer, Pressurized Irrigation, Streets, Parks, Cemetery, and Sanitation issues. With the assistance of a Public Works Foreman, Jason Callaway, Mr. Eva and crew perform all of the duties related to providing essential services to our citizenry. Although the responsibilities are diverse, Mr. Eva has opted to run the crew as a single department. Due to the overall size and complexity of the work administered, Mr. Eva is considering the segregation of park and cemetery maintenance duties in the FY2015-2016 budget year with a new supervisory level position established over that division.

Santaquin City has one of the most efficient and effective crews in the state of Utah. The following charts outline the existing organizational structure of public safety along with financial trends of the organization:



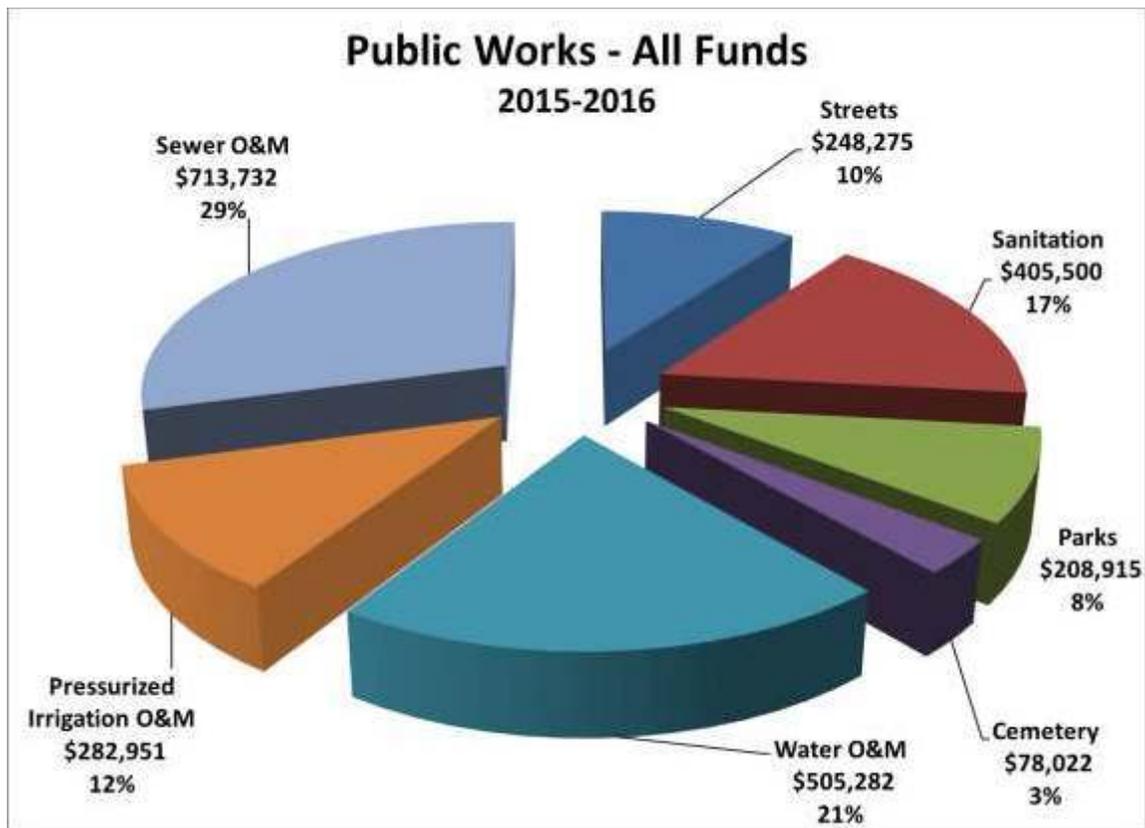
SANTAQUIN CITY  
2015-2016 APPROVED BUDGET

## PERSONNEL SUMMARY

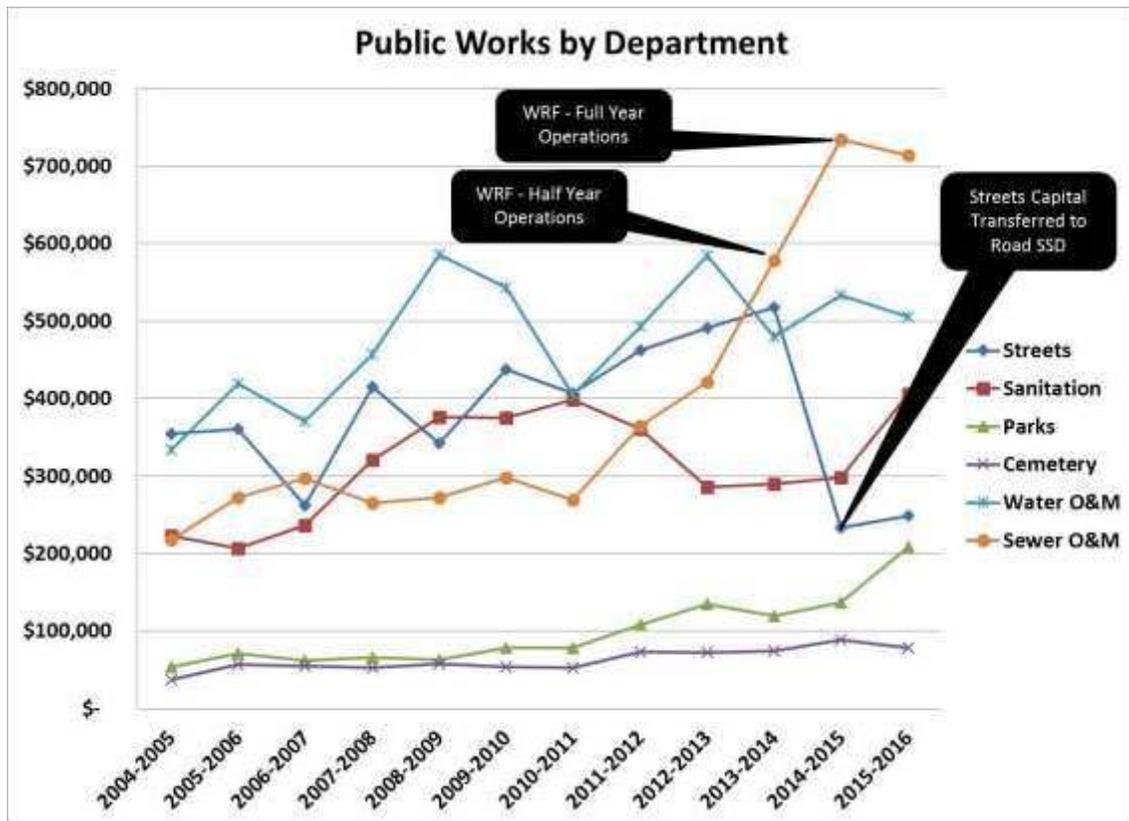
**PUBLIC WORKS**

	Full-time	Part-time	Seasonal/Temp
2015	9	1	3
2014	9	1	2
2013	7	1	4

The financials for Public Works span the General Fund, as well as the three enterprise funds for Water, Sewer, and Pressurized Irrigation. In addition to the operational financial information presented on the following page, the majority of the city's capital projects also fall under the direction of public works:



SANTAQUIN CITY  
2015-2016 APPROVED BUDGET



*Note: The Public Works by Department Trend analysis tends to appear erratic in nature. However, this is typical of a public works department that might take on various capital projects that switch from funding department to funding department from one year to the next.*

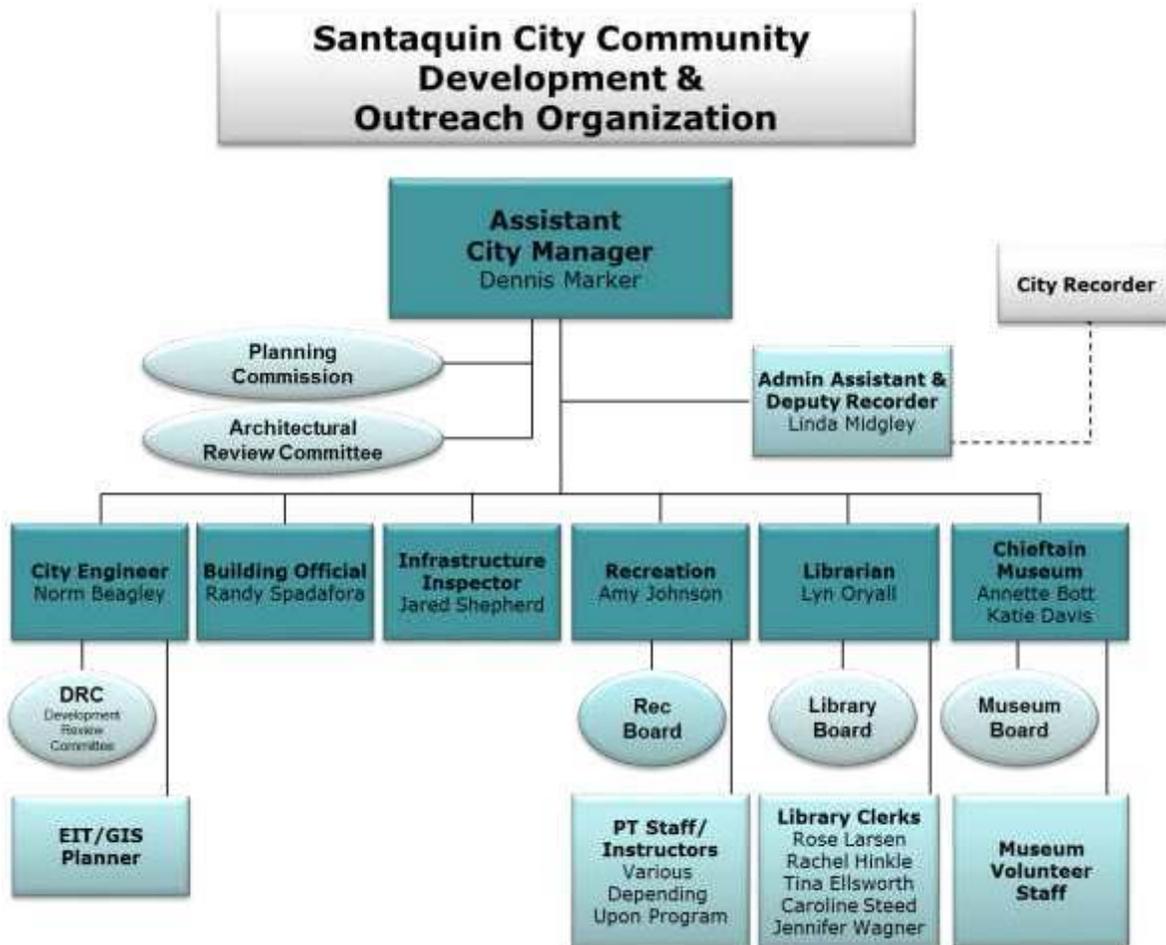
**SANTAQUIN CITY**  
2015-2016 APPROVED BUDGET

---

*Community Development*

Major changes have come to the city's Community Development Department during the FY2013-2014 budget year. Community Development Director, Dennis Marker (*who completed his Master of Public Administration [MPA] at Brigham Young University*) was promoted to become the city's first Assistant City Manager. In addition, due to a reallocation of funding from Leisure Services to Public Safety, the position of Leisure Services Director has been eliminated. The result is a reorganization of duties and responsibilities as outlined below. While much of Leisure Services now reports under community development, for continuity purposes, all charts and graphs have these two functional areas segregated.

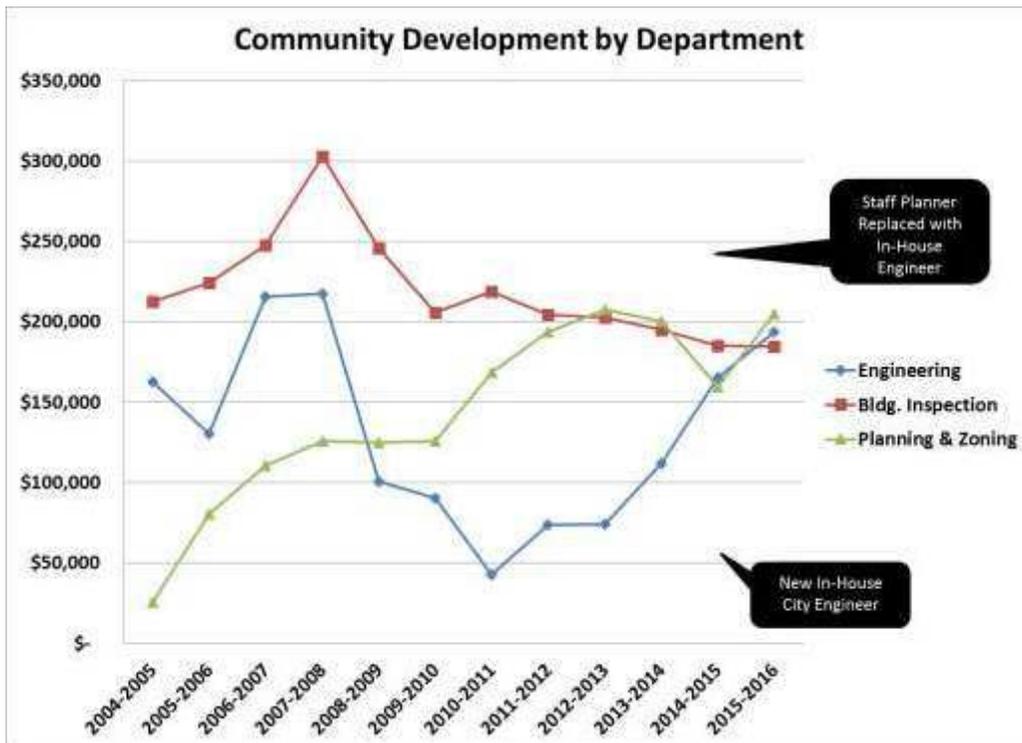
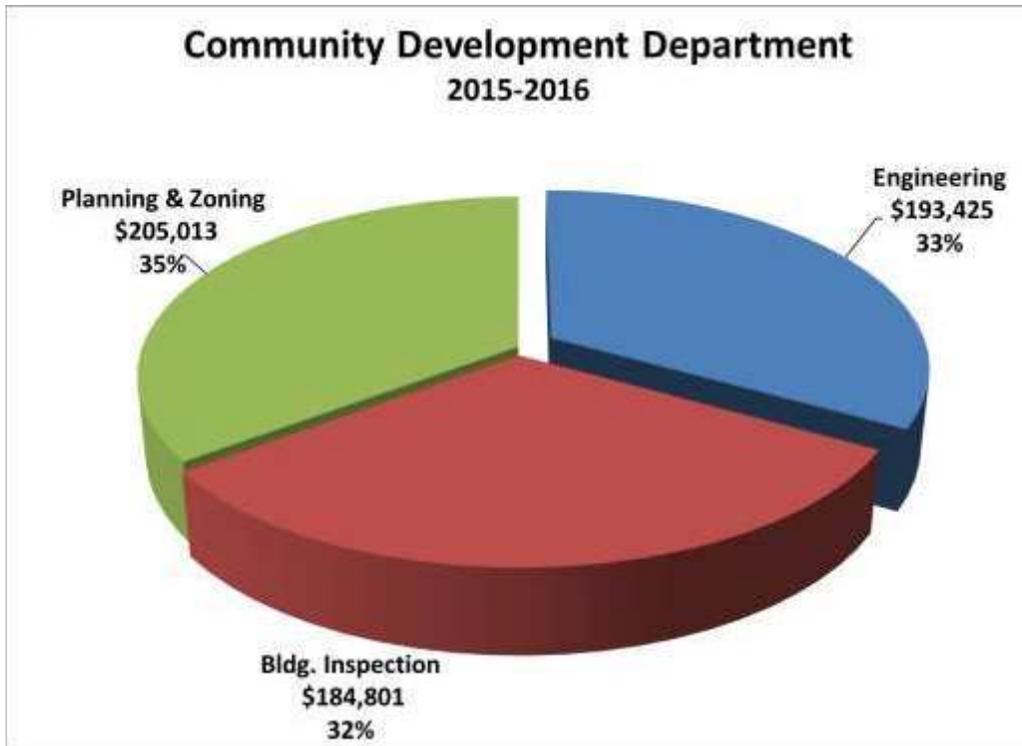
The Assistance City Manager is over the Community Development Department which is responsible for Planning & Zoning, Building Inspection, Infrastructure Inspections, General Engineering Services, GIS Services, Code Enforcement, (in conjunction with the Police Department) and overall Economic Development.



SANTAQUIN CITY  
2015-2016 APPROVED BUDGET

---

The financials for the Community Development Functional Area are as follows:



SANTAQUIN CITY  
2015-2016 APPROVED BUDGET

PERSONNEL SUMMARY

COMMUNITY  
DEVELOPMENT

	Full-time	Part-time	Seasonal/Temp
2015	6	0	0
2014	5	0	1
2013	5	0	0

LEISURE SERVICES

	Full-time	Part-time	Seasonal/Temp
Library			
2015	1	6	0
2014	1	6	0
2013	1	5	0
Recreation			
2015	1	12	43
2014	1	11	44
2013	2	16	39
Seniors			
2015	0	5	0
2014	0	5	0
2013	0	5	0
Museum			
2015	0	2	0
2014	0	2	0
2013	0	2	0

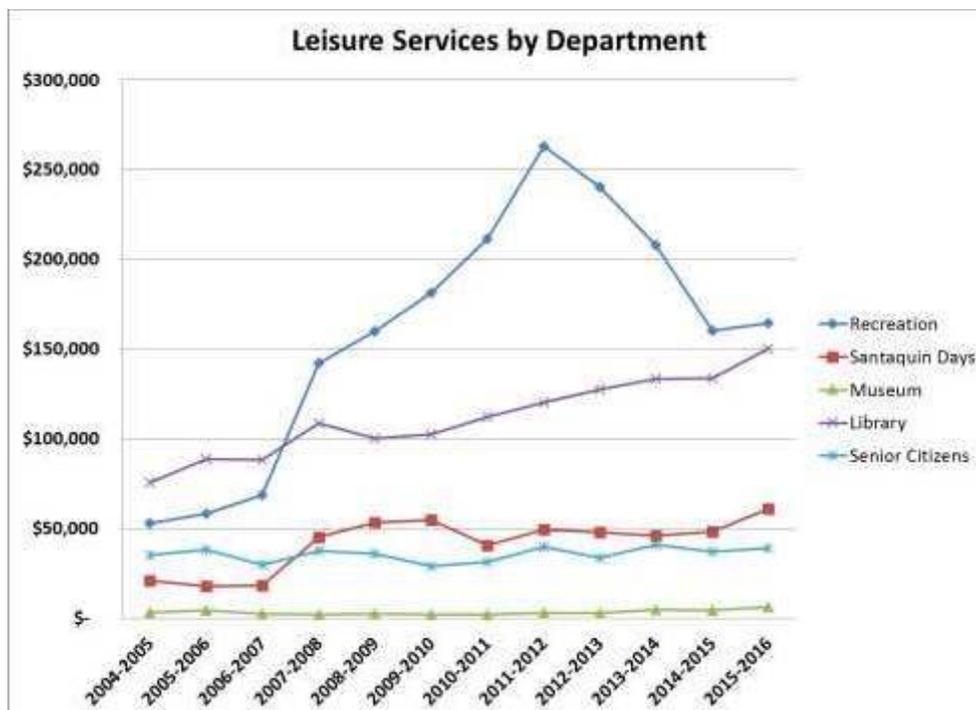
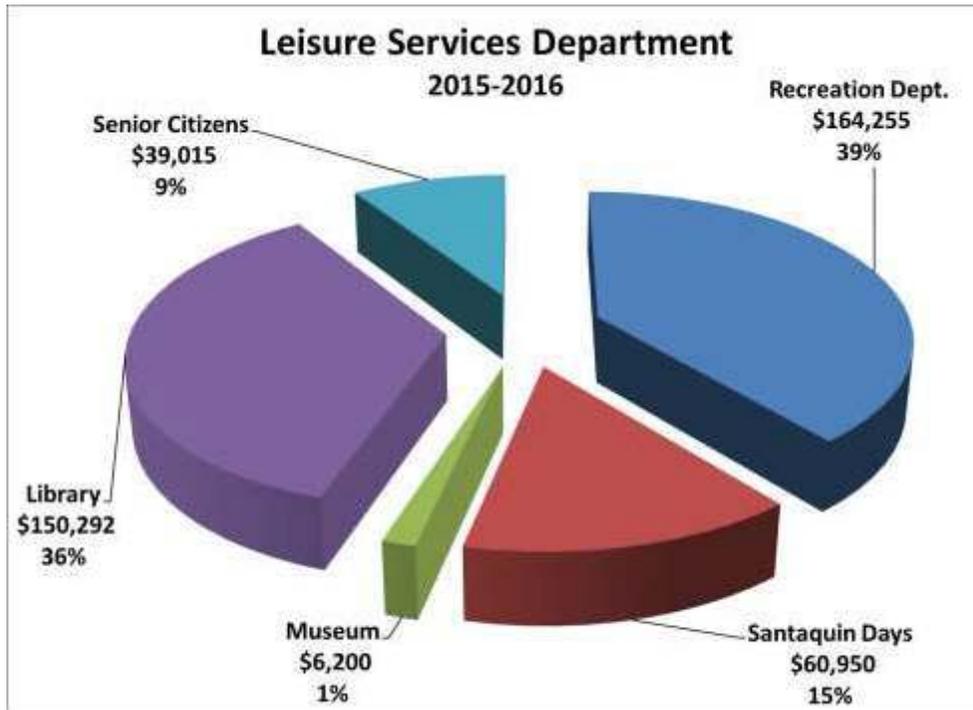
*Leisure Services*

The Leisure Services Functional Area represents “Community Outreach” and is charged with increasing the community’s overall “Quality of Life”. Leisure Service covers many of the programs that help make life more enjoyable for the citizens of Santaquin, from sports and recreation to the library, the Chieftain Museum, and events like “Orchard Days”. In recent years, Santaquin City’s

## SANTAQUIN CITY 2015-2016 APPROVED BUDGET

Leisure Services Department has won the Rocky Mountain Professional Rodeo Association's "Rodeo of the Year" every year from 2008 to 2014.

The financials for the Leisure Services Functional Area are as follows:



**SANTAQUIN CITY**  
**2015-2016 APPROVED BUDGET**

---

*Administrative Services*

Shannon Hoffman is the Director of Administrative Services and City Treasurer. She supervises the Administration, Treasury, Utility Billing, Government Buildings & Maintenance, and the Santaquin, Genola, and Goshen Justice Courts. In addition to these supervisory responsibilities, she is personally responsible for payroll, benefits, human resources, accounts receivable, accounts payable, grants administration, budgets, cemetery records management, work orders and the overall customer service of the city. Administrative services are the heart and blood of the organization insuring that every department has the tools and resources necessary to complete their work.

## PERSONNEL SUMMARY

LEGISLATIVE

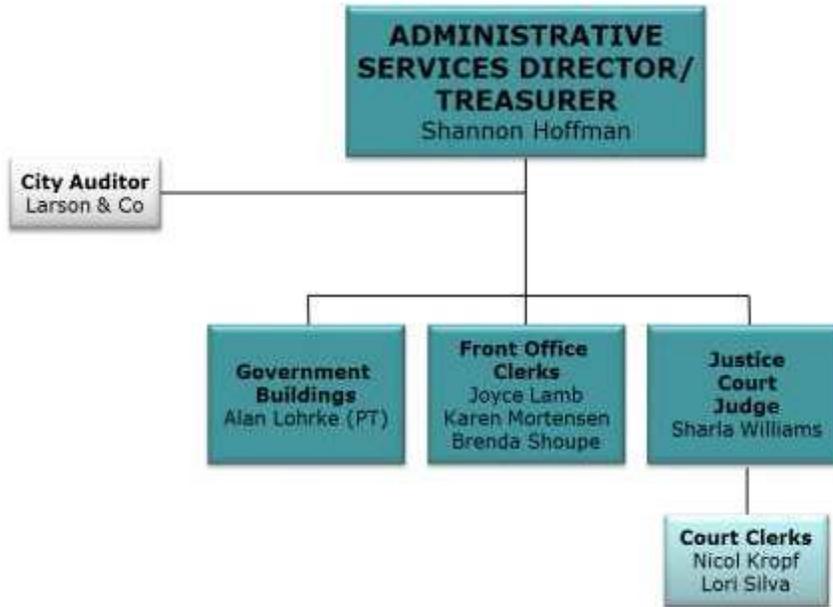
	Full-time	Part-time	Seasonal/Temp
2015	0	6	0
2014	0	6	0
2013	0	6	0

ADMINISTRATION

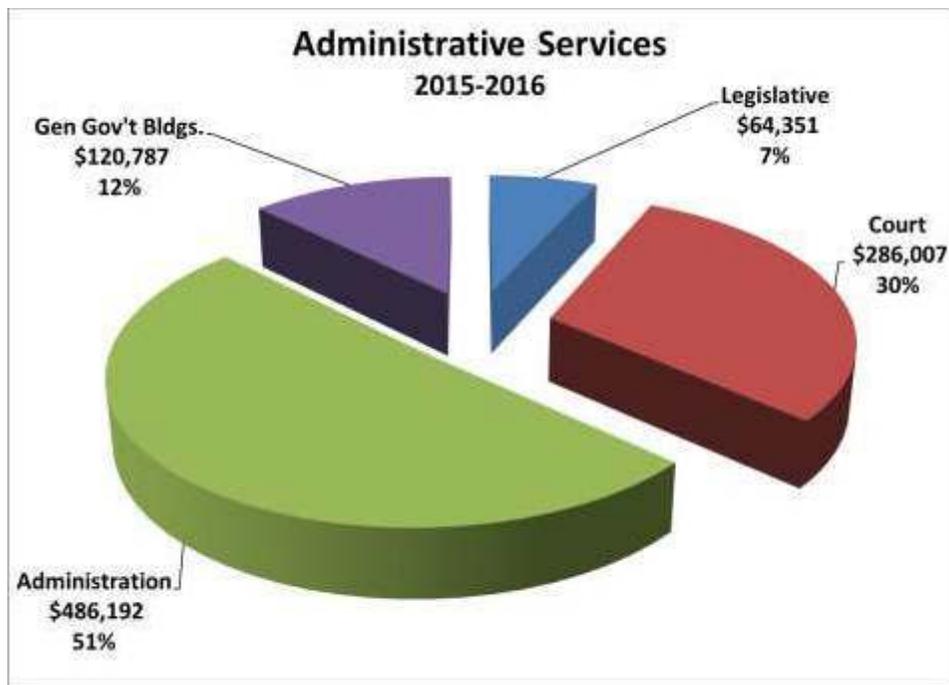
	Full-time	Part-time	Seasonal/Temp
Admin			
2015	4	3	0
2014	4	3	0
2013	3	3	1
Court			
2015	0	3	0
2014	0	3	0
2013	0	3	0
Government Bldgs.			
2015	0	1	0
2014	0	1	0
2013	0	1	0

SANTAQUIN CITY  
2015-2016 APPROVED BUDGET

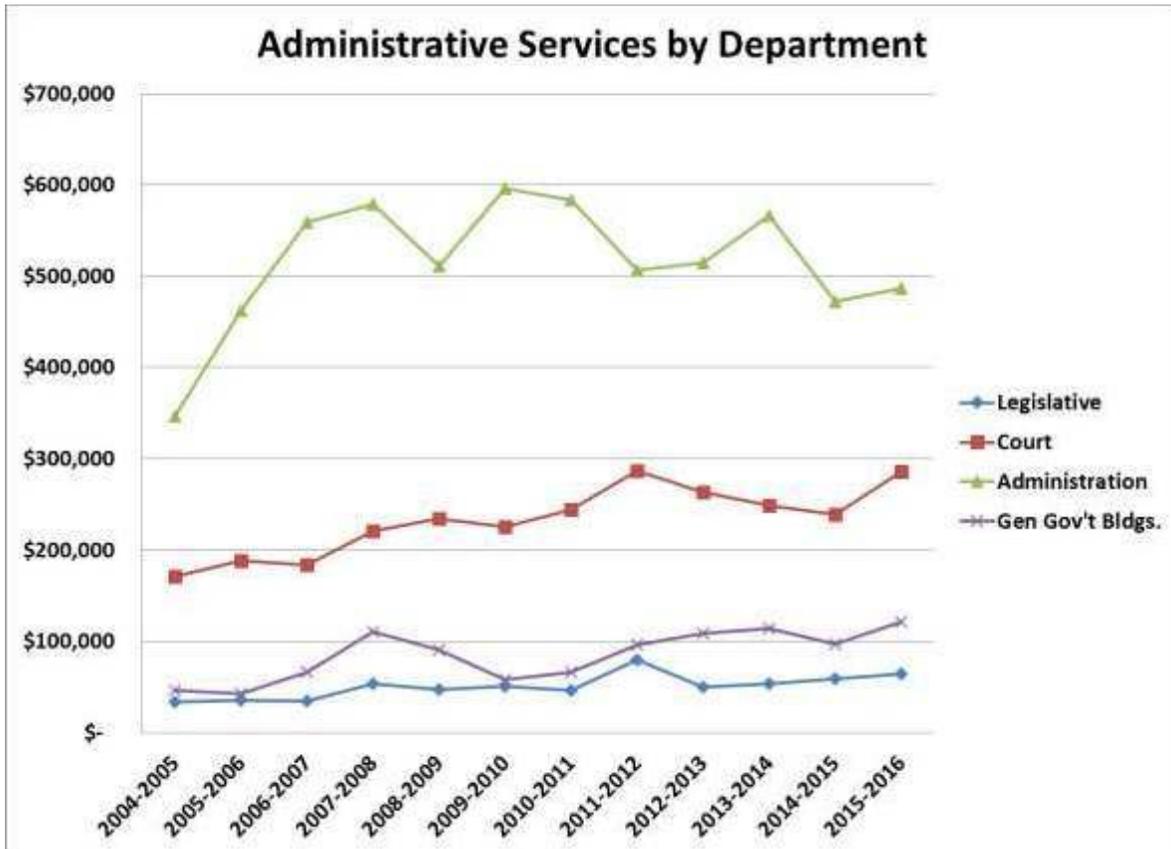
**Santaquin City Organizational Chart  
Administrative Services**



The financials for the Administrative Services Functional Area are as follows:



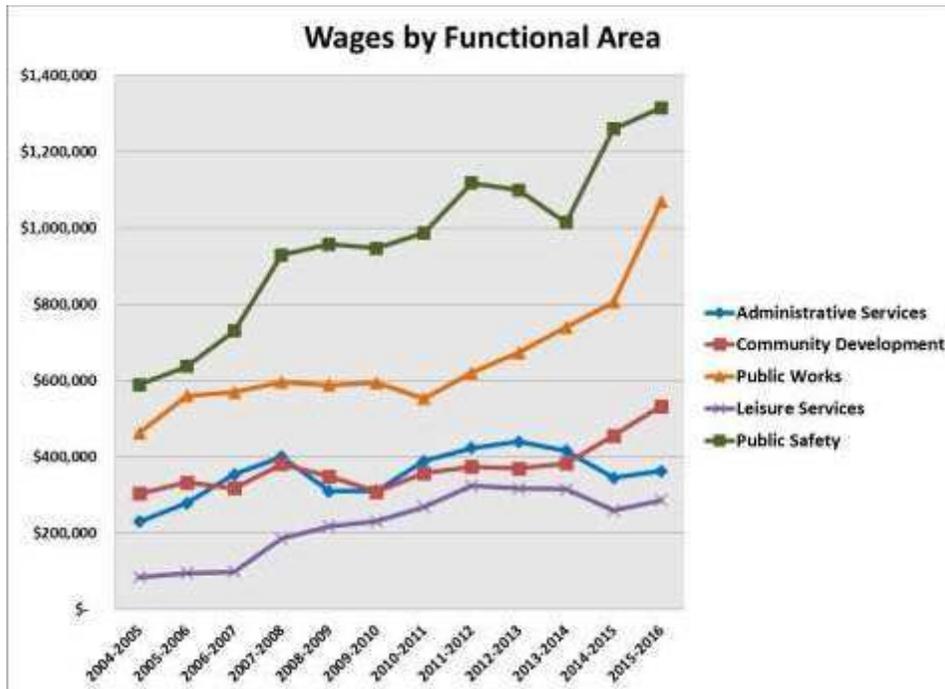
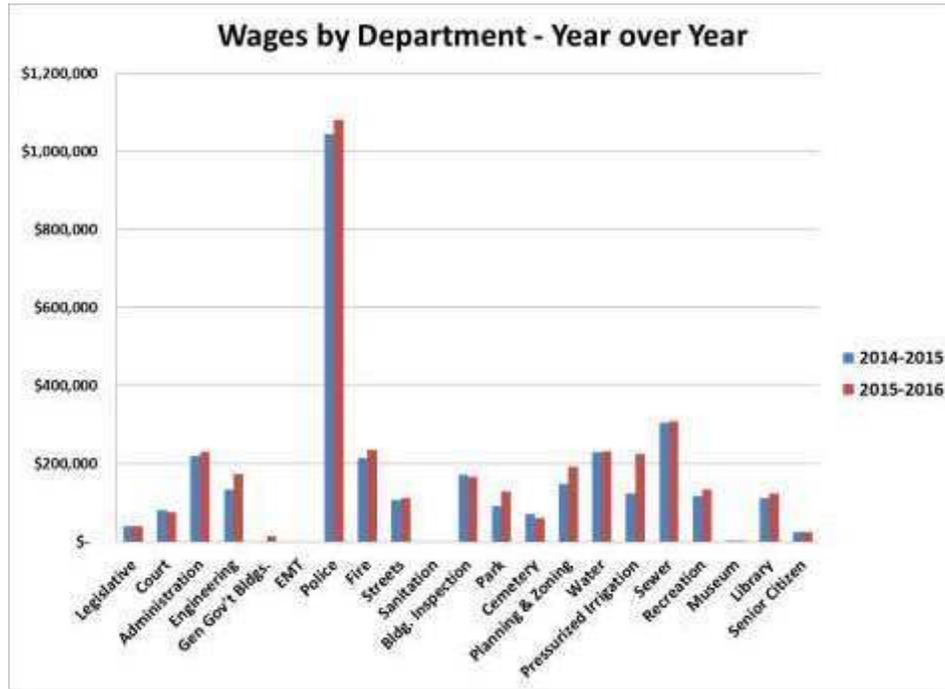
SANTAQUIN CITY  
2015-2016 APPROVED BUDGET



# SANTAQUIN CITY 2015-2016 APPROVED BUDGET

## Salary & Benefits

The following charts illustrate proposed salary and benefit changes by department in a year over year format as well as over an extended period of time in line format.



**SANTAQUIN CITY**  
**2015-2016 APPROVED BUDGET**

---

### Capital Projects

Expenditures for purchase of equipment or improvements of assets or infrastructure qualify as capital expenditures if they exceed \$5000 and have (or extend) a useful life of 5 years or more. There are three major capital projects currently underway which include:

New Public Works Building – This project was identified in the goals and objectives sections of this document. It was approved in FY2014-2015 and will come at a cost of \$2.5M funded through bonds issued by the Santaquin City Local Building Authority. At the writing of this document, design is underway. The bonds will close in July of 2015 with construction commencing shortly thereafter.

500 East Main Street Project – This is a joint project between the Utah Department of Transportation and Santaquin City funded with Utah County sales tax dollars. The total cost for this project is \$468,314 of which Santaquin City is responsible for \$115,287. The construction of a new 500 East is a major milestone towards the future development of a grocery store and commercial area.

Parks and Recreation Master Plan – Every five years, municipalities are required to update their master plans in order to comply with Utah State Law and to allow for the collection of impact fees. The Santaquin City Community Development department will be actively involved with the update of the Park and Recreation Master Plan in 2015-2016 followed by the Sewer Master Plan in FY 2016-2017.

Mountain View Drive – Due to the surrender of construction bonding for the Sunset Trails subdivision, Santaquin City obtained \$194,013 that will be used for construction of improvements along Mountain View Drive. Trail improvements will also be considered along Mountain View Drive and Summit Ridge Parkway north of Sunset Trails Park utilizing Park and Pressurized Irrigation Impact Fees.

### Citywide Debt

Santaquin City utilizes two forms of debt instruments for investment into its capital infrastructure and equipment needs. The first is long term debt which is used for capital infrastructure and is enacted in the form of bonds. The second is short term debt for the purchase of equipment and is enacted in the form of leases.

## SANTAQUIN CITY 2015-2016 APPROVED BUDGET

---



Bonds can come in two forms. The first is the more commonly used “Revenue” bond, which dedicates a portion of a revenue stream, such as utility revenues, sales or property taxes, or State allocated road funds, for the purpose of repayment of the bond. The second type of bonding available to the city is a “General Obligation” bond commonly referred to as G.O. bonds. These bonds pledge the overall asset/taxable value of all property within the jurisdiction and require a vote of the people. G.O. bonds are more commonly used by school districts. Santaquin City does not currently have any G.O. bond debt.

In addition to bonds and leases, many of the financial institutions that lend funds to the city require the set-aside of “reserve” fund balances. Although not considered debt, these reserve balances are required amounts of money that the city sets aside for the protection of the lender into savings accounts with the Utah State Treasurer’s Office known as Public Treasures’ Investment Fund (PTIF) accounts. Reserve balances are created for various purposes such as repayment buffers, repair and replacement, short-lived assets replacement and for retirement/restoration purposes (landfill). The following two charts illustrate the city’s current debt service and reserve payment obligations. Please see Appendix C for the full repayment amortization schedule of all Santaquin City debt service instruments.

**SANTAQUIN CITY**  
**2015-2016 APPROVED BUDGET**

<b>DEBT SERVICE PAYMENTS</b>					
<b>FINANCIAL INSITUION</b>	<b>DEPARTMENT</b>	<b>Original Bond Amount</b>	<b>ANNUAL PAYMENT</b>	<b>Remaining Debt Service Payments as of 6/30/2016</b>	<b>MATURITY DATE</b>
<b>ZIONS BANK LOANS</b>					
	2010 DUMP TRUCK LEASE	\$ 125,000	\$ 23,444	\$ 11,772	7/8/2016
	2012/13 VEHICLE LEASES (3) (PD Car, PD Truck, PS Truck)	\$ 110,770	\$ 24,343	\$ 24,343	8/4/2016
	2013/14 VEHICLE LEASES (4)	\$ 152,000	\$ 32,295	\$ 64,590	9/12/2017
	2013/14 DETECTIVE EXPEDITION & PW FLATBED	\$ 64,294	\$ 12,859	\$ 32,147	12/15/2018
	2014/15 VEHICLES (7)	\$ 220,781	\$ 71,000	\$ 95,060	9/1/2026
	2014/15 FIRE TRUCK (1)	\$ 458,289	\$ 54,500	\$ 436,000	6/24/2024
<b>USDA LOANS</b>					
2011A-2 BONDS USDA	WRF - Principal & Interest	\$ 2,912,000	\$ 126,852	\$ 4,517,545	2/15/2052
<b>****STATE OF UTAH LOANS</b>					
("1993B" 0% INTER 2-28-94)	SEWER	\$ 1,307,000	\$ 66,000	Paid in Full	12/1/2015
("1994A" 0% INTER 2-28-1994)	SEWER	\$ 1,000,000	\$ 33,000	\$ 340,000	12/1/2025
2011A-1 BONDS DWQ	WRF - Principal & Interest	\$ 6,034,000	\$ 374,200	\$ 5,489,440	1/1/2031
2011B-1 BONDS DWQ	WRF - Principal & Interest (Extends length of 2011A-1 Bond)	\$ 900,000	\$ 9,000	\$ 1,046,390	1/1/2033
<b>BANC OF AMERICA</b>					
2001 PIERCE FIRE TRUCK	FIRE	\$ 250,000	\$ 24,314	Paid in Full	4/15/2016
2006 AMBULANCE	AMBULANCE	\$ 64,000	\$ 6,217	Paid in Full	4/15/2016
<b>WELL FARGO</b>					
PUBLIC SAFETY BUILDING		\$ 1,300,000	\$ 159,818	Paid in Full	8/15/2015
<b>EMS FINANCING</b>					
EMS DEFIBRILLATORS	EMS	\$ 167,136	\$ 33,427	\$ 33,427	6/15/2017
<b>SUN TRUST BANK</b>					
	2012 P.I. REVENUE BOND	\$ 6,130,000	\$ 452,009	\$ 5,565,094	9/1/2026
	2012 Sewer Refunding (93C&D)	\$ 670,000	\$ 50,246	\$ 574,975	6/1/2021
<b>PROPOSED LEASES</b>					
	2015/16 VEHICLES (5) - See Below	\$ 190,000	\$ 55,000	\$ 143,000	6/30/2020
	2015/16 REPLACEMENT AMBULANCE	\$ 176,000	\$ 8,258	\$ 187,084	12/31/2022
			<b>Total: \$ 1,616,782</b>	<b>\$ 18,560,867</b>	
<b>RESERVE PAYMENTS</b>					
				<b>Anticipated Cash Balance as of 6/15/2016</b>	
<b>****STATE OF UTAH LOANS</b>					
2011A-1 BONDS DWQ	WRF - Bond Reserve (\$384,940 over 10yr)		\$ 38,494	\$ 164,516	2/28/2022
2011A-1 BONDS DWQ	WRF - Repair & Replacement (\$192,470 over 10yr)		\$ 19,248	\$ 95,974	6/30/2021
LANDFILL	Landfill Reserve (\$108,331 in 2014 + CPI)		\$ 10,000	\$ 103,767	6/30/2016
<b>USDA RESERVES</b>					
2011A-2 BONDS USDA	WRF - Debt Service Reserve (\$133,836 over 10yr)		\$ 13,384	\$ 57,257	2/28/2022
2011A-2 BONDS USDA	WRF - Short Lived Asset Fund (Reserved but useable for repairs)		\$ 28,890	\$ 123,543	Life of the Bond
			<b>Total: \$ 110,016</b>		



## APPENDIX SECTION

This section presents supporting detail and reference materials in support of the Santaquin City 2015-2016 Budget:

A. Santaquin City Budget – Detail Version.....	Page A-1
B. Current Consolidated Fee Schedule .....	Page B-1
C. Debt Service Amortization Schedules.....	Page C-1
D. Glossary.....	Page D-1
E. Acronyms.....	Page E-1