



CITY COUNCIL BUDGET PLANNING MEETING

Saturday, February 3rd, 2024 at 8:00 AM
Santaquin City Hall, 110 S. Center Street

MINUTES

Mayor Olson called the meeting to order at 8:00 a.m.

ATTENDANCE

City Council Members present included Councilor Adcock, Councilor Del Rosario, Councilor Keel, Councilor Meham, Councilor Siddoway.

Others presented included City Manager Norm Beagley, Assistant City Manager Jason Bond, Finance Director Shannon Hoffman, Police Chief Rod Hurst, Fire Chief Ryan Lind, City Engineer Jon Lundell, Community Services Director John Bradley, and Public Works Director Jason Callaway.

No members of the public attended the meeting.

DISCUSSION

Mayor Olson welcomed all who attended the second session of the FY2024-2025 Budget Planning Meeting. City Manager Beagley addressed housekeeping items and the upcoming agenda. Mayor Olson, members of the City Council, and staff all discussed the importance of establishing and prioritizing goals for the 2024-2025 Fiscal Year. Financial goals, statistics, infrastructure, revenue projections, taxes, and expenditures were all discussed. After taking a look at a consolidated review of departmental needs, current and future projects were reviewed. Manager Beagley spoke to the current General Fund standing and financial sustainability in Santaquin. (See attached.)

ADJOURNMENT

At the conclusion of the presentation and after questions were answered, Mayor Olson adjourned the meeting.

ATTEST:

Daniel M. Olson, Mayor

Amalie R. Ottley, City Recorder



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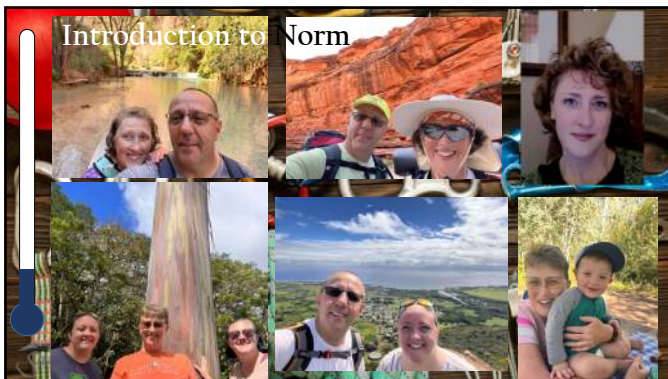


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21 Months in as CM...

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Saturday Agenda

- Budget Schedule
- Mission, Goals & Objectives
- Financial Goals & Projections
- Consolidated Review of Department Requests
- Review of Current Projects
- Review Future & Proposed Projects
- Prioritization Exercise
- As Time Permits:
 - Library Fund Raising Efforts
 - "Parking Lot" Item
- Round Table

CITY MANAGER
NORM BEASLEY

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Parking Lot Reminder

- "Parking Lot"

Santaquin

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2024-2025 Budget Schedule (Without a Tax Increase)

- February 29th & 30th Council Establishes Goals & Directives ("Retreat")
- February Prioritizing requests based on ranking in Budget Planning Meeting
- February & March Earth Impact Grant - Heads for Operational Budgets
- March FY24 Budget Increase is considered by Council
- First half of April Creation of Draft Budget (Pre-Work)
- April 16th Tentative Budget CC Work Meeting - Policy Decision Making
- April 20th Newsletter with FY 2024-2025 Transfers & Notice Public Hearing Date (May 21st)
- Last half of April Finalization of Tentative Budget Draft
- May 7th Council Meeting - Council to adopt Tentative Budget (By State Code/Rule)
- May 14th or 16th Draft and Finalize Budget Narrative
- May 21st Possible Budget CC Work Meeting - to Discuss Budget
- May 21st Council Meeting - Public Hearing on Tentative Budget
- June 18th Council Meeting - Adoption of Final Budget
- By June 30th Adopted FY 2024-2025 Budget Filed with State Auditor's Office
- June 27th or 28th Council Meeting - Year End Budget Amendment for FY2023-2024

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Mission Statement

The mission of Santaquin City 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.

MISSION

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

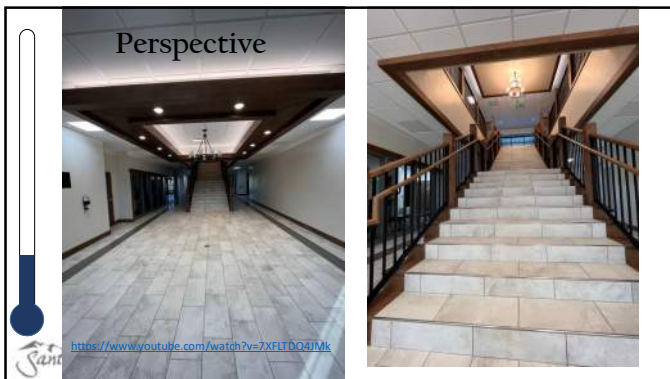
<p>Provide Quality City Services</p> <ul style="list-style-type: none"> • Build a well planned and reliable infrastructure • Maintain our valuable facilities • Provide affordable quality leisure services <p>Promote and Support Economic Development</p> <ul style="list-style-type: none"> • Strategically plan for growth • Retain and expand existing businesses • Maintain fair and competitive development fees and incentives • Foster job creation <p>Ensure Proactive Regional Collaboration</p> <ul style="list-style-type: none"> • Encourage membership and leadership in decision making bodies • Be a voice of involvement in local, State and Federal government affairs 	<p>Maintain a Sustainable Budget</p> <ul style="list-style-type: none"> • 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 • Ensure the highest level of safety of our employees <p>Promote Community Involvement</p> <ul style="list-style-type: none"> • 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 <p>Ensure Public Health and Safety</p> <ul style="list-style-type: none"> • Enhance safety, manage hazards, and increase community-wide emergency preparedness • Provide effective communication and education regarding natural and man-made threats
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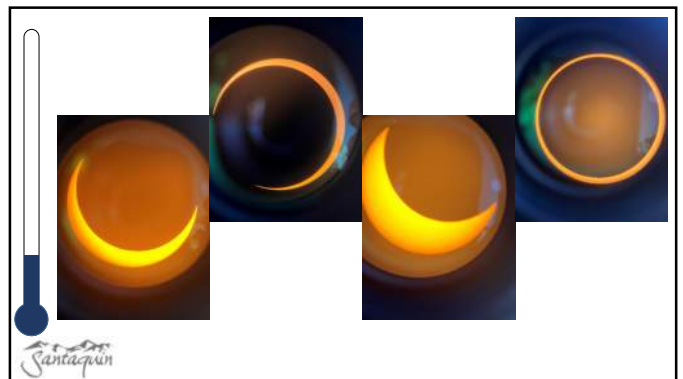
Establishing & Prioritizing Goals

Goals of the City should be based on a balanced approach of providing safety and security, essential services, economic prosperity and a high quality of life as outlined in the General Plan. Tasks should be prioritized based on the number of overlapping goals they support.

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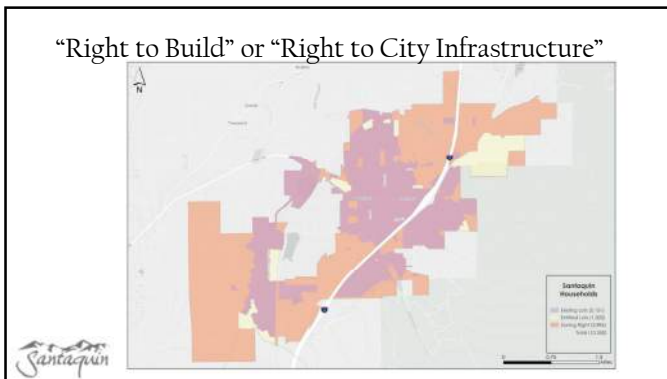
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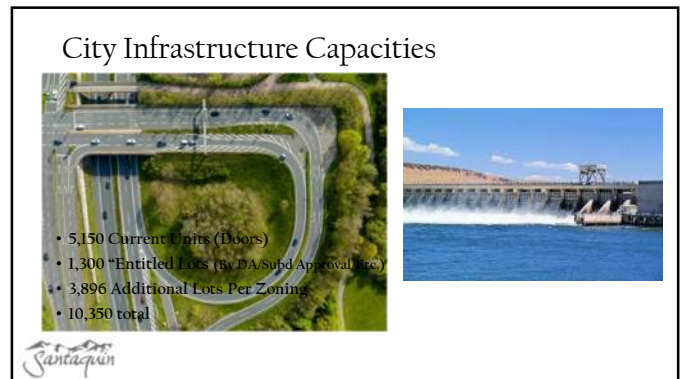
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City Infrastructure Culinary Water (CW)

- City currently holds --56% of buildout water right needs
 - Covers both CW & PI
- CW Pumping: currently using -- 70% of Current Pumping Capacity
 - Currently have -- 1,600 ERC's Available for future use
- CW Storage: currently using -- 68.3% of current Storage Capacity
 - Currently have -- 1,600 ERC's Available for future use



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City Infrastructure Pressure Irrigation (PI)

- PI Pumping: currently using -- 58% of Current Pumping Capacity
 - Currently have -- 2,257 ERU's Available for future use
- PI Storage: currently using -- 68% of current Storage Capacity
 - Currently have -- 2,257 ERU's Available for future use



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City Infrastructure Sewer (Treatment)

- Treatment currently using -- 70% of Current Treatment Capacity
 - (with Significant internal upgrades) (\$8-9M Internal Fees and More)
- Currently have -- 3,400 ERU's Available for future use
 - (has an effect on future growth potential)
 - But, we can't just "close the gates"



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Financial Goals

- Emergency Reserve Funding -- Full 35% Funding (Currently -- 34.33%)
- General Fund Independence from Enterprise Fund Transfers
- Maintain Operational Growth Funding Less than Revenue Growth
- Capital Replacement Reserve Funding
- Lowering Debt



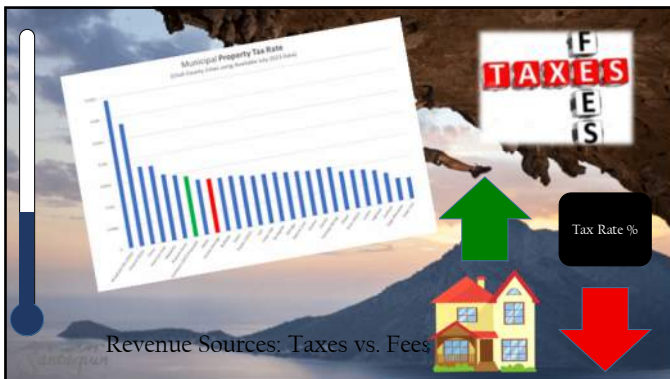
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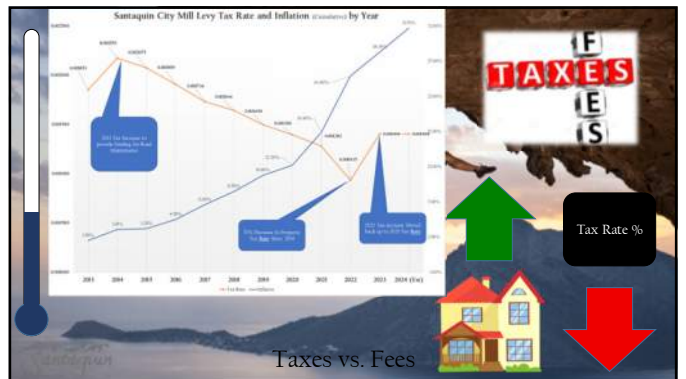
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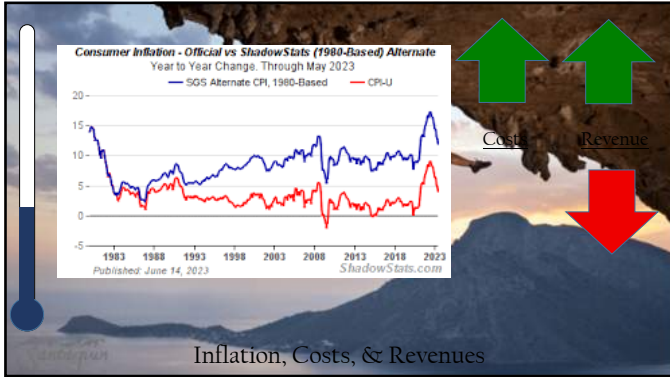
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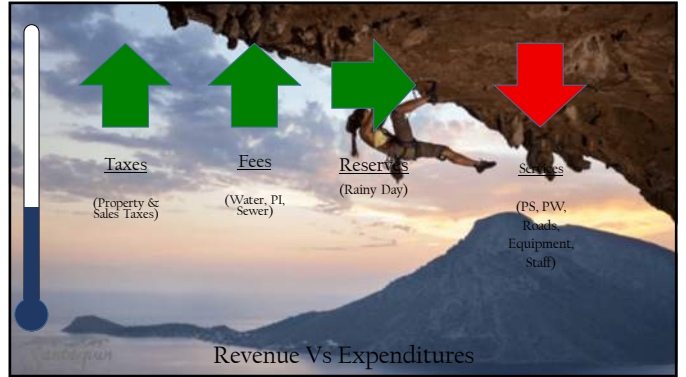
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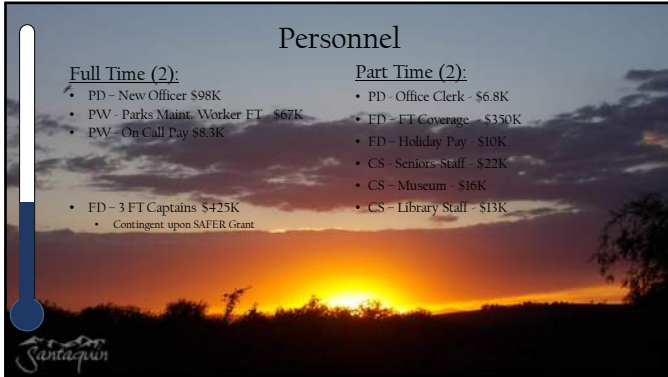
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Personnel

<p><u>Full Time (2):</u></p> <ul style="list-style-type: none"> • PD - New Officer \$98K • PW - Parks Maint. Worker FT - \$67K • PW - On Call Pay \$8.3K <ul style="list-style-type: none"> • FD - 3 FT Captains \$425K <ul style="list-style-type: none"> • Contingent upon SAFER Grant 	<p><u>Part Time (2):</u></p> <ul style="list-style-type: none"> • PD - Office Clerk - \$6.8K • FD - FT Coverage - \$350K • FD - Holiday Pay - \$10K • CS - Seniors Staff - \$22K • CS - Museum - \$16K • CS - Library Staff - \$13K
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Vehicles

- Patrol Vehicles (4) - Trucks \$260K
- Engineering F-150 (1) \$18K or \$50K
- PW F-150 (2) \$36K or \$100K
- PW Used Bucket Truck \$30K
- PW Used Water Truck \$80K
- PW Used Vac Truck \$350K
- Admin Expedition (665)
- PW Snowplow \$280K Future Budget

Possible Repurpose of Used Police Cars
(Only to be used for Older City Vehicles)



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Equipment

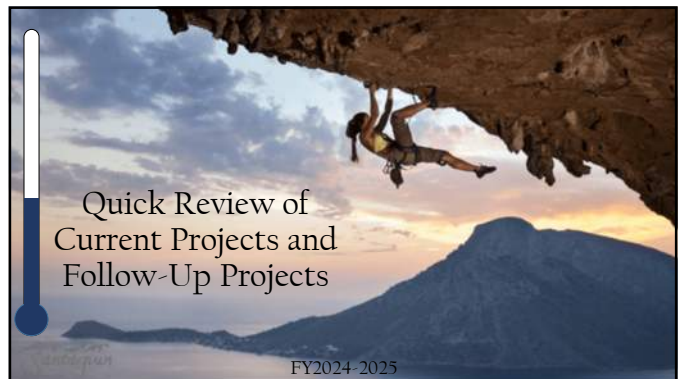
<p><u>Life</u></p> <ul style="list-style-type: none"> • Mobile Radios \$90K • SCBS Cylinders \$10K <p><u>Community Services</u></p> <ul style="list-style-type: none"> • Wrestling Mats \$7.8K • E-Bikes \$12K • Field Printer \$2.5K • Speeder \$10K <p><u>Engineering</u></p> <ul style="list-style-type: none"> • Large Format Printer \$12K 	<p><u>Public Works</u></p> <ul style="list-style-type: none"> • Crack Sealer \$90K • Used Forklift \$40K • Snow Tire Changer \$25K • New Excavator \$40K Per Year (Over 5 yrs) • Small Paver \$175K • Line Locator \$15K • 10' x 12' x 12' Containers \$10K • Lawn Mowers (2) \$40.5K • Dump Trailer (Pairs) \$12K • Vertical Axis Collection System (\$10K)
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Quick Review of Current Projects and Follow-Up Projects


FY2024-2025



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Current Projects:


Rank	Description	Area	Estimated Cost
Pending	New City Hall – New Library Funding Efforts	Facilities	\$2.25M
Approved	Santaquin Peaks Industrial Park	CDRA	\$2.5M
Approved	Ballfield Lights at Orchard Hills	Parks	\$350K
Approved	Fire Department Station 2 Design	Fire Dept	\$38K



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Current Projects:


Rank	Description	Area	Estimated Cost
Approved	NRCS – County Debris Basin Design	Engineering	Time Only (at this point)
Approved	NRCS – City Debris Basin(s) Design	Engineering	Time (Pass Through Dollars)
Approved	Main Street Widening Design	Engineering	\$500K (93% Pass Through)
Approved	Prospector View Park	Parks	Ongoing



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Current Projects:


Rank	Description	Area	Estimated Cost
Approved	Cemetery Mapping	Engineering	Time
Non-City	I-15 Interchange Reconstruct	UDOT	N/A
Approved	Secondary (PI) Meter Replacement	Public Works	\$1.69M



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Future Projects:

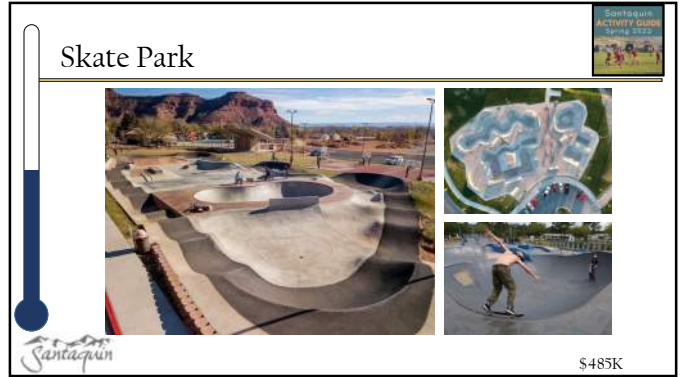
Rank	Description	Area	Estimated Cost
Approved	New City Hall – Furniture, Fixture & Equipment (FFE)	Facilities	\$275K
Approved	Public Safety Building – Remodel & Parking Lot	Facilities	\$150K (City Portion)
Approved	Jr High & Seniors Buildings Demolition	Facilities	\$500K
Pending	Culinary Water Meter Replacement	Public Works	\$77K to \$350K
Approved	Bike Skills Park	Parks	\$351K



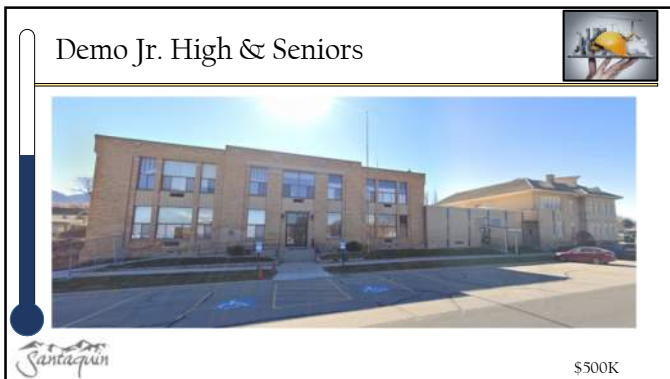
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SCADA Upgrade



What is a SCADA ?

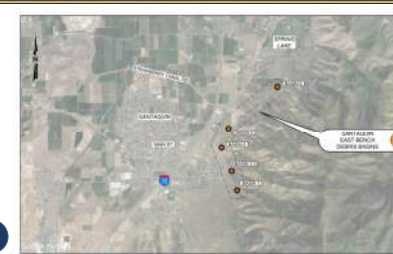


Santaquin

\$30K

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East Bench Debris Basins



- Property Acquisition
- \$\$2M
 - (Up to 5 Basins/Property Acquisition)

Santaquin

\$2M

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Rodeo Grounds Improvements



- Arena Improvements \$72K
 - (Bucking Shoots)

Santaquin

\$72K

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City Center Park



- Improvements \$7.0M

Santaquin

\$7.0M

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Foothill Village Park

Figure 1.8 Foothill Village Park

Improvements \$103K

\$103K

Santaquin

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Trail Harvest View Park

• Improvements \$150K

\$150K

Santaquin

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New Locks at Offsite City Facilities

\$10K

Santaquin

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Re-Route SR-198 Frontage Road

\$TBD

Santaquin

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New CW Well –Study & Design

Santaquin

\$240K

53

Increase Winter Storage Pumping

Santaquin

\$80K

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FD Second Station (142) Site Plan

Santaquin

\$38K (Phase I Design)

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Developing Business Park


ECONOMIC DEVELOPMENT

Santaquin



All Self-Funded
(Using Property Sale Proceeds)

\$2.5M

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Directors/Council Prioritization Exercise

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Break Time

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Current GF Standing

Where are we today???





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Financial Sustainability (Zions Bank Data)

“No Growth” Scenarios (Based off of 2021-2022 FY Actual Expenditures)

No Growth Scenarios

TABLE 1: NET GENERAL FUND REVENUES PER YEAR – NO GROWTH/LOWER INFLATION RATES

	2024	2025	2026	2027	2028
General Fund Net Revenues per Year	(\$1,404,354)	(\$2,301,253)	(\$2,202,574)	(\$2,906,984)	(\$3,134,747)

If inflation could be contained to 2 percent per year, net revenues would improve fairly significantly for the City.

TABLE 2: NET GENERAL FUND REVENUES PER YEAR – NO GROWTH/LOWER INFLATION RATES

	2024	2025	2026	2027	2028
General Fund Net Revenues per Year	(\$988,330)	(\$1,468,627)	(\$1,445,168)	(\$2,017,573)	(\$2,033,544)

DRAFT



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Financial Sustainability (Zions Bank Data)

“Low Growth” Scenario (Based off of 2021-2022 FY Actual Expenditures)

Table 3: Net General Fund Revenues per Year – Low Residential Growth Scenario, Higher Inflation Rates

	2024	2025	2026	2027	2028
New Impacts per Year					
Single-Family Residential Units	50	50	50	50	50
Multi-Family Residential Units	50	50	50	50	50
Non-Residential SF	252,648	294,920	339,768	304,020	339,768
Retail SF	43,560	43,560	43,560	43,560	43,560
Office SF	34,848	34,848	34,848	34,848	34,848
Business Park SF	1,361,360	261,360	261,360	261,360	261,360
Hotel SF	-	-	-	-	-
Net New Revenues – New Growth by Year	\$641,537	\$729,360	\$668,272	\$741,703	\$662,371
General Fund Net Revenues with New Growth Combined	(\$936,571)	(\$1,434,116)	(\$1,595,571)	(\$2,407,689)	(\$2,674,891)

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Financial Sustainability (Zions Bank Data)

“High Growth” Scenario (Based off of 2021-2022 FY Actual Expenditures)

Table 4: Net General Fund Revenues per Year – Moderate Residential Growth Scenario, Higher Inflation Rates

	2024	2025	2026	2027	2028
New Impacts per Year					
Single-Family Residential Units	150	150	150	150	150
Multi-Family Residential Units	100	100	100	100	100
Non-Residential SF	252,648	299,768	304,920	339,768	339,768
Retail SF	43,560	43,560	43,560	43,560	43,560
Office SF	34,848	34,848	34,848	34,848	34,848
Business Park SF	1,742,240	261,360	261,360	261,360	261,360
Hotel SF	-	-	-	-	-
Net New Revenues – New Growth by Year	\$999,647	\$1,080,605	\$1,030,552	\$1,099,836	\$1,015,252
General Fund Net Revenues with New Growth Combined	(\$481,648)	(\$1,106,001)	(\$1,350,794)	(\$2,322,763)	(\$2,736,204)

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Parking Lot Items:

- ???
- ???
- ???
- ???
- ???
- ???
- ???

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