



CITY COUNCIL REGULAR MEETING

Tuesday, December 19, 2023, at 7:00 PM
Council Chambers at City Hall Building and Online
110 S. Center Street, Santaquin, UT 84655

MEETINGS HELD IN PERSON & ONLINE

The public is invited to participate as outlined below:

- **In Person** – The meeting will be held in the Council Chambers on the Main Floor in the City Hall Building
 - **YouTube Live** – Some public meetings will be shown live on the Santaquin City YouTube Channel, which can be found at <https://bit.ly/2P7ICfQ> or by searching for Santaquin City Channel on YouTube.
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ADA NOTICE

If you are planning to attend this Public Meeting and due to a disability need assistance in understanding or participating in the meeting, please notify the City Office ten or more hours in advance and we will, within reason, provide what assistance may be required.

AGENDA

ROLL CALL

PLEDGE OF ALLEGIANCE

INVOCATION / INSPIRATIONAL THOUGHT

DECLARATION OF POTENTIAL CONFLICTS OF INTEREST

CONSENT AGENDA (MINUTES, BILLS, ITEMS)

Minutes

- [1.](#) 11/07/2023 City Council Work Session Minutes
- [2.](#) 11/07/2023 City Council Regular Meeting Minutes
- [3.](#) 12/05/2023 Special City Council Meeting Minutes

Bills

- [4.](#) City Expenditures from 11/04/2023 to 12/15/2023 in the amount of \$3,987,254.21

PUBLIC FORUM, RECOGNITIONS, AND APPOINTMENTS

Recognitions

- [5.](#) Employee of the Month - Amalie Ottley
6. Years of Service Awards on City Council - David Hathaway & Elizabeth Montoya

Appointments

7. Library Board Appointment - Ashley Nguyen
8. Planning Commission Appointment - Jessica Tolman

Public Forum

BUILDING PERMIT & BUSINESS LICENSE REPORT

NEW BUSINESS

Resolutions

- [9.](#) Resolution 12-02-2023 Approval of the OSA Annual Fraud Risk Assessment
- [10.](#) Resolution 12-03-2023 Employee Handbook Update
- [11.](#) Resolution 12-04-2023 Santaquin City Fire Department Legal Validation

Discussion & Possible Action

- [12.](#) Discussion & Possible Action: Acceptance of Larsen & Co. FY2022-2023 Audit Report
- [13.](#) Discussion & Possible Action: Approve Order for Musco Lighting at Orchard Hills Elementary Baseball Fields
- [14.](#) Discussion & Possible Action: Approve Order for Additional Spin Bikes Using Community Services "Class" Fund Balance

Ordinances

- [15.](#) Ordinance 12-01-2023 Standard Specifications & Drawings Update
- [16.](#) Ordinance 12-02-2023 2nd Commercial Access Code Amendment
- [17.](#) Ordinance 12-03-2023 Ercanbrack Property Rezone

REPORTS OF OFFICERS, STAFF, BOARDS, AND COMMITTEES

REPORTS BY MAYOR AND COUNCIL MEMBERS

EXECUTIVE SESSION (May be called to discuss the character, professional competence, or physical or mental health of an individual)

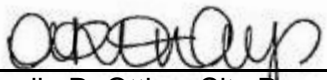
EXECUTIVE SESSION (May be called to discuss the pending or reasonably imminent litigation, and/or purchase, exchange, or lease of real property)

ADJOURNMENT

CERTIFICATE OF MAILING/POSTING

The undersigned duly appointed City Recorder for the municipality of Santaquin City hereby certifies that a copy of the foregoing Notice and Agenda may be found at www.santaquin.org, in three physical locations (Santaquin City Hall, Zions Bank, Santaquin Post Office), and on the State of Utah's Public Notice Website, <https://www.utah.gov/pmn/index.html>. A copy of the notice may also be requested by calling (801)754-1904.

BY:



Amalie R. Ottley, City Recorder



CITY COUNCIL WORK SESSION MEETING

Tuesday, November 7th at 5:30 PM
Court Room/Council Chambers (2nd floor) and Online

MINUTES

Mayor Olson called the meeting to order at 5:35 p.m.

ROLL CALL

Councilors present included Councilors Adcock, Hathaway, Mecham, Montoya, and Siddoway.

Others present included City Manager Norm Beagley, Assistant City Manager Jason Bond, Legal Counsel Brett Rich, Recorder Amalie Ottley, Public Works Director Jason Callaway, Finance Director Shannon Hoffman, Community Services Director John Bradley, Cauleen Olson, Bryan Mecham

Various members of the public attended the meeting.

PLEDGE OF ALLEGIANCE

Councilor Montoya led the Pledge of Allegiance.

INVOCATION/INSPIRATIONAL THOUGHT

Mayor Olson offered an invocation.

DISCUSSION ITEMS

1. Discussion on Water Efficiency Standards

The discussion regarding Water Efficiency Standards was tabled to a later date.

2. Discussion on Upcoming Chamber of Commerce Annual Retreat

Assistant Manager Bond spoke of the upcoming Payson/Santaquin Area Chamber of Commerce Annual Retreat in February 2024. He asked if council members had any thoughts or direction for him to present at the retreat. Councilor Hathaway discussed his belief that the Chamber should focus on businesses in the area that have left the Chamber. Mayor Olson and other council members discussed the importance of the Chamber focusing on businesses and supporting businesses rather than city sponsored events.

3. Upcoming Agenda Items

Mayor Olson, council members, and staff reviewed items on the upcoming Regular City Council Meeting agenda. Mayor Olson expressed his desire to move up the property purchase and CDRA agenda items. He also expressed his thoughts and concerns about the city continuing to maintain and offer a Justice Court as the State's oversight of the court and fees are getting more and more stringent. Finance Director Shannon Hoffman discussed the pros and cons of not having a Justice Court in the City and how

that could affect the community at large. Mayor Olson asked that the Justice Court be considered carefully moving forward.

ADJOURNMENT

Councilor Montoya motioned to adjourn the Work Session Meeting. Councilor Mecham seconded the motion.

Councilor Adcock	Yes
Councilor Hathaway	Yes
Councilor Mecham	Yes
Councilor Montoya	Yes
Councilor Siddoway	Yes

Motion passed unanimously. The meeting was adjourned at 6:35 p.m.

ATTEST:

Daniel M. Olson, Mayor

Amalie R. Ottley, City Recorder



REGULAR CITY COUNCIL MEETING

Tuesday, November 7th at 7:00 PM

Court Room/Council Chambers (2nd floor) and Online

MINUTES

Mayor Olson called the meeting to order at 7:00 p.m.

ROLL CALL

Council members present included Councilors Adcock, Hathaway, Mecham, Montoya, and Siddoway.

Others present included City Manager Norm Beagley, Assistant City Manager Jason Bond, Legal Counsel Brett Rich, Recorder Amalie Ottley, Public Works Director Jason Callaway, Community Services Director John Bradley, J. Travis Keel, Cauleen Olson, Bryan Mecham, BreAnna Nixon, Michael Romero, Jason and Andrea Lee & family, Doug and Denise Rohbock, Dian and Brendan Bowen, Judy and Val Robbins, Sara & Daniel Olson & family, Bryan Blake (Payson/Santaquin Area Chamber of Commerce), Lane Monson, Steve Potter, Andrea Urban, Alex Rugg & Paul Peckham (CentraCom), Craig Eden, Natlynn Hampton, Alex Stireford, Diane Jensen, Olivia Macdonald.

Other various members of the public attended the meeting.

PLEDGE OF ALLEGIANCE

Bryan Blake led the Pledge of Allegiance.

INVOCATION/INSPIRATIONAL THOUGHT

Doug Rohbock offered an invocation.

DECLARATION OF POTENTIAL CONFLICTS OF INTEREST

No members of the City Council expressed any conflict of interest.

CONSENT AGENDA (MINUTES, BILLS, ITEMS)

1. 10-17-2023 City Council Meeting Minutes
2. City Expenditures from 10-14-2023 to 11-03-2023 in the amount of \$1,257,276.91.

Councilor Mecham made a motion to approve the two consent agenda items. Councilor Siddoway seconded the motion.

Councilor Adcock	Yes
Councilor Hathaway	Yes
Councilor Mecham	Yes
Councilor Montoya	Yes
Councilor Siddoway	Yes

The motion passed unanimously.

RECOGNITIONS

3. Volunteer of the Month – Sara Olson

Community Services Director John Bradley recognized the Volunteer of the Month Sara Olson by reading the following statement:

“Sara Olson is our November 2023 Volunteer of the Month. Nominated by our Community Services Department, Sara has become an invaluable support to the community. John Bradley, our Community Services Director, stated, “Sara has been instrumental in the Community Services Department for all four years that I have worked with the City. Her desire to promote recreation and healthy lifestyles has been commendable. She truly cares about the residents of Santaquin. She has a strong desire to improve residents’ quality of life, whether through programs, events or developing trails in the mountains.” Sara has served as a Recreation Board Member from 2019 to 2021, as a Community Services Board Member from 2021 to 2023, as a RAP TAX Board Member from 2021 until 2024, and as the Volunteer Coordinator for Prospector View Park & Trails from 2022 until now.

Sara was born and raised in Payson and graduated from Payson High School. She went on to receive her cosmetology license and her CNA certificate and is employed at Central Valley Medical Center.

Sara is married to Daniel Olson, who encourages and supports Sara in her desire to volunteer. They have lived in Santaquin for the past 23 years, where they have raised their four children. Sara loves the outdoors and any activities that involve exploring our world. She especially loves mountain biking and street biking, hiking, backpacking and road tripping. When asked why she has been willing to volunteer for Santaquin City for so many years, she said, “I love Santaquin! I love to be involved in anything that makes the community better.”

Sara will be recognized on November 7th during the regular city council meeting. Thank you, Sara, for your volunteer spirit and dedicated service to Santaquin City.”

Sara thanked the City Council for the recognition and thanked Director Bradley for his support of programs in the community.

4. Judy & Val Robbins Retirement

Community Services Director John Bradley recognized Judy & Val Robbins in their retirement by reading the following statement:

“Today we are pleased to recognize Judy & Val Robbins for their great service from 2016-2023.

Judy is from Farmington, Utah and worked at Lagoon for seven years. She attended Davis High School and graduated from BYU with a degree in Early Childhood Education. She owned and operated her own preschool for 20+ years. She enjoys teaching, family history, cooking, and spending time with grandchildren and family. She served as the Santaquin Senior Center Director, working with the seniors, for the past 7 years.

Val was born and raised here in Santaquin. He attended kindergarten through ninth grade, where currently the museum and the Senior Center and the adjacent building to the east are located. He served as student body president during ninth grade. He enjoys woodworking, hunting, gardening, and sports. He especially likes watching BYU sports. Val has served on our Senior Citizen Committee as the treasurer. He has volunteered at the Senior Center alongside Judy for the last 7 years.

Judy & Val crossed paths several times before dating and were married 47 years ago. They lived in Payson for about 30 years before building their home 15 years ago here in Santaquin. They have 3 boys and twelve grandchildren. As a family, they enjoy spending time together, camping, hunting, playing games, and serving others.

We are extremely grateful for the dedication of both Judy and Val as they have provided wonderful service for the seniors of Santaquin and the surrounding areas. Under their leadership, our senior lunch program and membership have grown exponentially. Many of our seniors have often mentioned how comfortable both Judy & Val made them feel at each event.

Thanks again to Judy & Val Robbins for your great service!"

Judy thanked Mayor Olson, the City Council, and staff for the recognition. She expressed her heartfelt gratitude for being able to serve the wonderful seniors in the community for so many years. She was grateful for the opportunity to serve and get to know so many people in Santaquin. Councilor Adcock also expressed his gratitude to Judy and Val.

PUBLIC FORUM

Brendan Bowen attended the meeting and wished to address Mayor Olson and the City Council. He expressed concerns he has had regarding private property rights. He and his wife have experienced utility workers coming onto their fenced property without their permission as homeowners. He brought up concerns about feeling safe as a homeowner when individuals come onto their private property without announcing themselves as well as for workers who go onto property where a hazard may be. He asked that it be required that utility announce themselves formally and politely at the front door of residents before entering a back yard to ease concerns of homeowners in town. He wondered if the City could put a policy in place so that residents feel safe, and workers are not put in dangerous situations. Mayor Olson stated that he will take the topic into consideration and work with department heads to try to come up with a solution.

Bryan Blake from the Payson/Santaquin Area Chamber of Commerce attended the meeting to recognize the Chamber's quarterly Business of the Month, ERA Brokers Consolidated. The Payson business is owned and operated by Diane Jensen. Mr. Blake thanked Ms. Jensen for her hard work and dedication to being a notable business owner in the community. Mr. Blake also spoke about the recent Meet the Candidates night held in Santaquin and expressed his appreciation for all those who attended that event.

BUILDING PERMIT & BUSINESS LICENSE REPORT

Assistant City Manager Bond presented the Building Permit Report. 163 residential units have been issued building permits in the current calendar year. In comparison, 57 single and multi-family residential units have been built in the current fiscal year. (July 1, 2023 – June 30, 2024) 4 new business licenses were issued in the last two weeks. Councilor Mecham thanked staff for their work in building permits, inspections, and licensing.

NEW BUSINESS

Mayor Olson moved item numbers 7, 17, & 18 to earlier in the meeting to accommodate business owners who were present at the meeting who had driven a long way.

(7.) Ordinance 11-03-2023 Approving the Transfer of Certain Real Property to the Community Development and Renewal Agency of Santaquin City.

Mayor Olson presented Ordinance 11-03-2023 Approving the Transfer of Certain Real Property to the Community Development and Renewal Agency of Santaquin City and explained the role of the Community Development and Renewal Agency in the City. He spoke about the process of building an industrial subdivision on the west side of Santaquin. The transfer of the property is the area surrounding lots 1, 2, and 3 in the Santaquin Peaks Industrial Subdivision. This transfer included in the ordinance will clean up previous recordation of the area and lots therein.

Councilor Mecham made a motion to approve Ordinance 11-03-2023 Approving the Transfer of Certain Real Property to the Community Development and Renewal Agency of Santaquin City. Councilor Hathaway seconded the motion.

Councilor Adcock	Yes
Councilor Hathaway	Yes
Councilor Mecham	Yes
Councilor Montoya	Yes
Councilor Siddoway	Yes

The motion passed unanimously.

CONVENE OF THE SANTAQUIN COMMUNITY DEVELOPMENT AND RENEWAL AGENCY

Councilor Montoya made a motion to enter into a Community Development and Renewal Agency Board Meeting. Councilor Hathaway seconded the motion.

Councilor Adcock	Yes
Councilor Hathaway	Yes
Councilor Mecham	Yes
Councilor Montoya	Yes
Councilor Siddoway	Yes

The motion passed unanimously.

The CDRA Meeting was entered into at 7:36 p.m.

(17.) Resolution 11-01-2023 CDA – Acceptance of Real Property from Santaquin City to the Community Development & Renewal Agency

Board Member Montoya made a motion to approve Resolution 11-01-2023 CDA – Acceptance of Real Property from Santaquin City to the CDRA. Board Member Hathaway seconded the motion.

Board Member Adcock	Yes
Board Member Hathaway	Yes
Board Member Mecham	Yes
Board Member Montoya	Yes
Board Member Siddoway	Yes

The motion passed unanimously.

(18.) Resolution 11-02-2023 CDA – Monson Property Purchase Agreement

Board Chair Olson presented Resolution 11-02-2023 CDA. He commended the work done with Lane Monson and Steve Potter to come to a purchase agreement for property in the Santaquin Peaks Subdivision. The applicants Lane Monson, Steve Potter, and their real estate representative, BreAnna

Nixon attended the meeting. Lane stated that he and his partners' goal is the same as the City's to make the Santaquin Peaks subdivision look the best it can. He looks forward to working on the project and praised the materials that will be used to make the subdivision an asset to the community. He spoke of goals to bring jobs and opportunities to the area, to support recreation and the city's tax base, and to make sure the buildings are maintained for long-term use. Steve Potter stated his commitment to bringing a project to Santaquin City that will make the City better. Board Chair Olson reiterated that no resident tax dollars have been used for the project for any of the Santaquin Peaks Subdivision.

Board Member Mecham made a motion to approve Resolution 11-02-2023 CDA – Monson Property Purchase Agreement. Board Member Siddoway seconded the motion.

Board Member Adcock	Yes
Board Member Hathaway	Yes
Board Member Mecham	Yes
Board Member Montoya	Yes
Board Member Siddoway	Yes

The motion passed unanimously.

Board Member Siddoway made a motion to end the CDRA Meeting and reconvene the Regular City Council Meeting. Board Member Mecham seconded the motion.

Board Member Adcock	Yes
Board Member Hathaway	Yes
Board Member Mecham	Yes
Board Member Montoya	Yes
Board Member Siddoway	Yes

The motion passed unanimously.

The CDRA Meeting ended, and the Regular City Council Meeting reconvened at 7:46 p.m.

NEW BUSINESS CONT.

5. Ordinance 11-01-2023 Amendment to Subdivision Review Process to Meet State Code Requirements, Providing for Codification, Correction of Scrivener's Errors, Severability, and an Effective Date for the Ordinance

Mayor Olson and Assistant City Manager presented Ordinance 11-01-2023 which will adjust the process for reviewing subdivisions. Recent changes to Utah State Code impacted the administrative process and therefore required the City to update our subdivision processes within City Code. Councilor Montoya expressed concerns about zoning authorities being placed at a state level rather than being mandated by municipalities. She encouraged city staff to look closely at the land use sections in the City Code to ensure that the City Council is in agreement with what is in the code and what powers are given to developers. Assistant Manager Bond and Manager Beagley agreed with Councilor Montoya's concerns and reiterated the need for cities to remain in compliance with state code so that funding and other resources remain available to the city. Manager Beagley expressed his gratitude to Senior Planner Ryan Harris for the countless hours taken to update and improve the City Code with regards to the subdivision process and land uses.

Councilor Siddoway made a motion to adopt Ordinance 11-01-2023 which amends the subdivision review process in Santaquin City Code to meet the requirements in Senate Bill 174 and State Code. Councilor Adcock seconded the motion.

Councilor Adcock	Yes
Councilor Hathaway	Yes
Councilor Mecham	Yes
Councilor Montoya	Yes
Councilor Siddoway	Yes

The motion passed unanimously.

6. Ordinance 11-02-2023 Amending the Zoning Map of Santaquin City, More Specifically, Approving the Rezoning of Approximately 0.47 Acres from Main Street Residential (MSR) Zone to Main Street Commercial (MSC) Zone, Providing Severability, and an Effective Date for the Ordinance.

The applicant, Andrea Lee, attended the meeting and addressed the City Council. She thanked members of the Planning Commission and City Council for their consideration of her rezone proposal. Councilor Adcock commented that he was originally opposed to the idea of the rezone but after speaking with a neighboring businessman who had no concerns with the rezone, he changed his mind.

Councilor Mecham made a motion to approve Ordinance No. 11-02-2023, an ordinance amending the zoning map of Santaquin City, more specifically, approving the rezoning of approximately 0.47 acres located at 55 South 300 East from the Main Street Residential (MSR) Zone to Main Street Commercial (MSC) Zone. Councilor Hathaway seconded the motion.

Councilor Adcock	Yes
Councilor Hathaway	Yes
Councilor Mecham	Yes
Councilor Montoya	Yes
Councilor Siddoway	Yes

The motion passed unanimously.

8. Discussion & Possible Action: 2024 City Council Meeting Schedule

Councilor Mecham made a motion to approve the 2024 City Council Meeting Schedule. Councilor Siddoway seconded the motion.

Councilor Adcock	Yes
Councilor Hathaway	Yes
Councilor Mecham	Yes
Councilor Montoya	Yes
Councilor Siddoway	Yes

The motion passed unanimously.

9. Discussion & Possible Action: Z.L. Goodall Plat Amendment

Assistant Manager Bond presented the proposed Z.L. Goodall Plat Amendment in which a lot line would be adjusted by 14 feet.

Councilor Mecham made a motion to approve the Z.L. Goodall Plat Amendment. Councilor Montoya seconded the motion.

Councilor Adcock	Yes
Councilor Hathaway	Yes
Councilor Mecham	Yes
Councilor Montoya	Yes
Councilor Siddoway	Yes

The motion passed unanimously.

10. Discussion & Possible Action: Approve Order of Secondary Water Meters & Towers from Mountainland Supply Company

Public Works Director Jason Callaway attended the meeting to answer any questions regarding the secondary water meters. With the encouragement of Councilor Adcock, City Staff were able to obtain a grant in the amount of \$1.67 million from the State of Utah to fund the replacement of aging pressure irrigation water meters and to install radio read towers in the city. Manager Beagley indicated that the new meters will have real-time data available for both city workers and residents.

Councilor Adcock made a motion to approve the order of secondary water meters & towers from Mountainland Supply Company. Councilor Siddoway seconded the motion.

Councilor Adcock	Yes
Councilor Hathaway	Yes
Councilor Mecham	Yes
Councilor Montoya	Yes
Councilor Siddoway	Yes

The motion passed unanimously.

11. Discussion & Possible Action: Award Meter Installation Contract to Nielson Plumbing & Mechanical

Councilor Hathaway inquired how long it will take to install the meters and towers. Director Callaway indicated that it shouldn't take long, and the installation will include training for city staff.

Councilor Montoya made a motion to award the meter installation contract to Nielson Plumbing & Mechanical. Councilor Adcock seconded the motion.

Councilor Adcock	Yes
Councilor Hathaway	Yes
Councilor Mecham	Yes
Councilor Montoya	Yes
Councilor Siddoway	Yes

The motion passed unanimously.

12. Discussion & Possible Action: Purchase of an Electrical Line Conditioner for the Water Reclamation Facility (WRF)

Director Callaway indicated that the Electrical Line Conditioner will replace a piece of equipment that previously failed. He stated that this new conditioner will hopefully last at least 20 years.

Councilor Mecham made a motion to approve the purchase of an electrical line conditioner for the Water Reclamation Facility. Councilor Siddoway seconded the motion.

Councilor Adcock	Yes
Councilor Hathaway	Yes
Councilor Mecham	Yes
Councilor Montoya	Yes
Councilor Siddoway	Yes

The motion passed unanimously.

13. Resolution 11-01-2023 Water Line & Turnout Easements (2) for the Central Utah Water Conservancy District ULS Pipeline

Councilor Mecham made a motion to approve Resolution 11-01-2023 Water Line & Turnout Easements (2) for the Central Utah Water Conservancy District ULS Pipeline. Councilor Hathaway seconded the motion.

Councilor Adcock	Yes
Councilor Hathaway	Yes
Councilor Mecham	Yes
Councilor Montoya	Yes
Councilor Siddoway	Yes

The motion passed unanimously.

14. Resolution 11-02-2023 Partial Release for the Sorensen Property

Councilor Montoya made a motion to approve Resolution 11-02-2023 Partial Release for the Sorensen Property. Councilor Siddoway seconded the motion.

Councilor Adcock	Yes
Councilor Hathaway	Yes
Councilor Mecham	Yes
Councilor Montoya	Yes
Councilor Siddoway	Yes

The motion passed unanimously.

15. Resolution 11-03-2023 Renewal of a CentraCom Franchise Agreement.

Paul Peckham and Alex Rugg both attended the meeting on behalf of CentraCom. Councilor Adcock complemented the company and Alex Rugg. Mayor Olson inquired about micro-trenching. Paul indicated that they are finishing up micro-trenching in Nephi and will move to Santaquin next.

Councilor Adcock made a motion to approve Resolution 11-03-2023 Renewal of the CentraCom Franchise Agreement. Councilor Mecham seconded the motion.

Councilor Adcock	Yes
Councilor Hathaway	Yes
Councilor Mecham	Yes
Councilor Montoya	Yes
Councilor Siddoway	Yes

The motion passed unanimously.

16. Resolution 11-04-2023 Justice Court Certification

Councilor Mecham made a motion to approve Resolution 11-04-2023 Justice Court Certification. Councilor Montoya seconded the motion.

Councilor Adcock	Yes
Councilor Hathaway	Yes
Councilor Mecham	Yes
Councilor Montoya	Yes
Councilor Siddoway	Yes

The motion passed unanimously.

REPORTS BY STAFF, COUNCIL MEMBERS, AND MAYOR OLSON

Assistant Manager Bond reported that the Planner I position is open after Camille Moffat left and interviews will be conducted before the Thanksgiving holiday. He spoke to City Council about Moderate Income Housing and why the City was deemed “non-compliant” in our recently submitted report. Assistant Manager Bond will provide more information to the State in order to come into compliance and resubmit the Moderate-Income Housing report. He also let City Council members know about the upcoming staff Christmas Party. Lastly, he discussed upcoming items on DRC and Planning Commission meetings.

Manager Beagley spoke about the updated State Code regarding the Standards, Specifications, & Drawings which would change the amount of asphalt required for city roads. He went over City Council meeting schedules for the rest of the year. Manager Beagley mentioned the Payson/Santaquin Area Chamber of Commerce’s Meet the Candidates event that was very well attended. He spoke of the progress in the industrial park and indicated that paving will shortly be underway. Councilor Montoya inquired about the broken pipe on 690 E. and 130 S. Manager Beagley noted that CentraCom will be responsible for repairing the damaged roadway.

Councilor Montoya updated council members on the activities of the Youth City Council and Senior Citizen programming. She also discussed possible plans for the Chieftain Museum. Councilor Montoya expressed her appreciation to everyone who works at the Santaquin Library. She also thanked the Public Works Department for their hard work during the holidays.

Councilor Adcock spoke about the Spooky Night at the Museum and its success. He also thanked the Public Works Department for what they do and for their help at the cemetery.

Councilor Siddoway echoed Councilor Adcock’s compliments about the Spooky Night at the Museum. He mentioned the upcoming Turkey Trot 5K event at Apple Valley Elementary School. He added that he and Planning Commissioner Mike Romero as well as Miss Santaquin are meeting to coordinate efforts for the

Free Bikes 4 Kidz event this year. Lastly, he mentioned the upcoming Holly Days Celebration in December.

Councilor Mecham encouraged members of the public to vote in the upcoming General Election on November 21st.

Councilor Hathaway spoke about recent SUVMTWA and Mt. Nebo Water Board Meetings. He spoke of the fun time he had participating in the Trunk or Treat event. He expressed his gratitude to all Santaquin employees.

Manager Beagley added that the City's Holly Days Celebration will be held on December 8th and 9th. He mentioned that at this point, there are not enough participants who have signed up for the Light Parade and, due to a lack of entries, may be cancelled.

Mayor Olson thanked members of the community for attending the meeting in person that night. He mentioned an upcoming recognition for Ivanov Estrada by Burgess Owens at the State Capital. Lastly, he thanked council members and staff for all that they do for the City.

ADJOURNMENT

Councilor Montoya made a motion to adjourn the Regular City Council Meeting. Councilor Adcock seconded the motion.

Councilor Adcock	Yes
Councilor Hathaway	Yes
Councilor Mecham	Yes
Councilor Montoya	Yes
Councilor Siddoway	Yes

The motion passed unanimously.

The meeting was adjourned at 9:04 p.m.

ATTEST:

Daniel M. Olson, Mayor

Amalie R. Ottley, City Recorder



SPECIAL CITY COUNCIL MEETING – ELECTION CANVASS

Tuesday, December 5th at 7:00 PM

Court Room/Council Chambers (2nd floor) and Online

MINUTES

Mayor Olson called the meeting to order at 5:32 p.m.

ROLL CALL

Council members present included Councilors Adcock, Hathaway, Mecham, Montoya, and Siddoway.

Others present included City Manager Norm Beagley, Assistant City Manager Jason Bond, Legal Counsel Brett Rich, Recorder Amalie Ottley.

PLEDGE OF ALLEGIANCE

Councilor Montoya led the Pledge of Allegiance.

INVOCATION/INSPIRATIONAL THOUGHT

Assistant Manager Bond offered an invocation.

DECLARATION OF POTENTIAL CONFLICTS OF INTEREST

No members of the City Council expressed any conflict of interest.

CONSENT AGENDA

1. Resolution 12-01-2023 – Surplus Item (Police Vehicle)

Councilor Mecham made a motion to approve Resolution 12-01-2023 Police Vehicle Surplus Item.

Councilor Montoya seconded the motion.

Councilor Adcock	Yes
Councilor Hathaway	Yes
Councilor Mecham	Yes
Councilor Montoya	Yes
Councilor Siddoway	Yes

The motion passed unanimously.

NEW BUSINESS

2. 2023 Santaquin City General Election Canvass (See attached.)

Councilor Hathaway made a motion to approve the 2023 Santaquin City General Election Results.

Councilor Siddoway seconded the motion.

Councilor Adcock	Yes
Councilor Hathaway	Yes
Councilor Mecham	Yes
Councilor Montoya	Yes
Councilor Siddoway	Yes

The motion passed unanimously.

ADJOURNMENT

Councilor Montoya made a motion to adjourn the Regular City Council Meeting. Councilor Mecham seconded the motion.

Councilor Adcock	Yes
Councilor Hathaway	Yes
Councilor Mecham	Yes
Councilor Montoya	Yes
Councilor Siddoway	Yes

The motion passed unanimously.

The meeting was adjourned at 5:40 p.m.

ATTEST:

Daniel M. Olson, Mayor

Amalie R. Ottley, City Recorder

Official Certification of the Santaquin City Municipal General Election - December 5, 2023


Official Canvass Results			
Santaquin			
Utah County, Utah			

The Board of Canvassers certified the following results of the General Election of November 21, 2023 on this date, Tuesday, December 5, 2023. The following individuals were elected.


Precinct	Total Registered Voters	Total Ballots Cast	Voter Turnout	City Council Candidates					
				D.Lynn Mecham	Bryan Mecham	Brian Del Rosario	David Hathaway	J. Travis Keel	Michael Romero
SQ401	1,087	208	19.14%	97	71	93	87	141	81
SQ402	989	216	21.84%	127	84	65	65	149	63
SQ404	685	161	23.50%	56	61	77	50	112	55
SQ405	1,075	308	28.65%	153	117	98	181	177	102
SQ406	719	201	27.96%	110	65	70	100	137	56
SQ407	205	46	22.44%	21	12	21	26	23	15
SQ408	1,908	478	25.05%	160	153	247	151	302	170
SQ410	1,350	301	22.30%	85	77	157	115	226	122
TOTAL	8,018	1,919	23.93%	809	640	828	775	1,267	664

City Councilmember 4-year Term

J. Travis Keel
 Brian Del Rosario
 D. Lynn Mecham

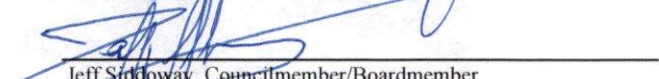

 Daniel M. Olson, Mayor/Board of Canvassers' Chair


 Art Adcock, Councilmember/Boardmember


 Dave Hathaway, Councilmember/Boardmember


 Lynn Mecham, Councilmember/Boardmember


 Betsy Montoya, Councilmember/Boardmember


 Jeff Siddoway, Councilmember/Boardmember


Attest:


 Amalie R. Ottley, City Recorder/Election Official

CITY RECORDER'S CERTIFICATE

I, Amalie R. Ottley certify that I am the City Recorder of Santaquin City, Utah and that the information contained within this report entitled, "Official Certification of Santaquin City Municipal General Election - November 21, 2023," is true and accurate and was approved by the Santaquin City Council acting as the Board of Canvassers.

Dated this 5th day of December, 2023.


 Amalie R. Ottley, Santaquin City Recorder



SANTAQUIN CITY CORPORATION
Check Register
CHECKING - ZIONS - 11/04/2023 to 12/15/2023

Payee Name:	Payment Date:	Amount:	Description:	Ledger Account:
ACE RENTS INC.	12/7/2023	\$469.64	Lift to repair streetlights	1060360 - EQUIPMENT RENTAL
ALL PRO SECURITY, LLC	11/9/2023	\$149.60	Court Security Services - 10/16/2023	1042310 - PROFESSIONAL & TECHNICAL
ALVAREZ, ASHLEY	11/30/2023	\$270.00	Holly Days Balloon Artist	6240251 - COMMUNITY EVENTS EXPENSE
ALVAREZ, ASHLEY	12/13/2023	\$125.00	Holly Days Balloon	6240251 - COMMUNITY EVENTS EXPENSE
		\$395.00		
AMBIENTE H2O INC.	11/30/2023	\$16,390.41	Mixer replacement	5240730 - CAPITAL PROJECTS
APPLICANTPRO	11/9/2023	\$230.00	Hiring Software	4340500 - SOFTWARE EXPENSE
APPLICANTPRO	12/7/2023	\$230.00	Hiring Software	4340500 - SOFTWARE EXPENSE
		\$460.00		
ASSOCIATION OF PUBLIC TREASURERS US & CANADA	11/9/2023	\$299.00	APTUS&C Annual Memberships for Joyce and Shannon	1043210 - BOOKS,SUBSCRIPTIONS,MEMBERSHIP
AXON ENTERPRISES, INC	12/13/2023	\$5,000.00	Axon Jan 2024 Payment	1054705 - EQUIPMENT ROTATION PROGRAM
BARNES ELECTRICAL SERVICE TECH	11/30/2023	\$183.16	Contactors for Centennial park Christmas lights	1051480 - CHRISTMAS LIGHTS
BECKSTEAD, SIDNEY MCLANE	11/22/2023	\$256.68	Beckstead Uniform Boot Reimbursement	1054240 - SUPPLIES
BECKSTEAD, SIDNEY MCLANE	12/13/2023	\$97.00	Crime Scene Academy (TEEX)	1054230 - EDUCATION, TRAINING & TRAVEL
		\$353.68		
BELLS OF JOYFUL SOUND	11/30/2023	\$600.00	Holly Days Bells of Joyful Sound Deposit	6240251 - COMMUNITY EVENTS EXPENSE
BETTIS, RICHARD	11/9/2023	\$50.00	CDL testing and class	1060230 - EDUCATION, TRAINING & TRAVEL
BIG O' TIRES - SANTAQUIN	12/7/2023	\$24.99	Flat repair pw 36	5140250 - EQUIPMENT MAINTENANCE
BIRRELL BOTTLING COMPANY	11/30/2023	\$869.28	Start-up of fountain machine	1043240 - SUPPLIES
BLACKSTONE PUBLISHING	11/9/2023	\$243.51	Library CDs	7240210 - BOOKS, SUBSCRIPTIONS & MEMBERSHIPS
BLACKSTONE PUBLISHING	11/9/2023	\$138.80	Library CDs	7240210 - BOOKS, SUBSCRIPTIONS & MEMBERSHIPS
		\$382.31		
BLOMQUIST HALE CONSULTING	11/15/2023	\$516.80	Employee Assistance Program - November 2023	1022506 - EAP
BLOMQUIST HALE CONSULTING	12/7/2023	\$516.80	Employee Assistance Program - December 2023	1022506 - EAP
		\$1,033.60		
BLUE RIVER LAND GROUP	12/13/2023	\$9,922.13	Orchards plat C-3 Waterline loop inspection fees	1022450-011 - (INSP) [C4] ORCHARDS-[C3] WATERLOOP
BLUE RIVER LAND GROUP	12/13/2023	\$24,588.39	Orchards plat C-3 waterline loop warranty funds	1022450-010 - (WNTY) [C4] ORCHARDS-[C3] WATERLOOP
		\$34,510.52		
BLUE STAKES OF UTAH 811	12/7/2023	\$52.50	Blue stakes	5140210 - BOOKS, SUBSCRIPTIONS & MEMBERS
BLUE STAKES OF UTAH 811	12/7/2023	\$52.50	Blue stakes	5240210 - BOOKS, SUBSCRIPT, MEMBERSHIPS
BLUE STAKES OF UTAH 811	12/7/2023	\$52.50	Blue stakes	5440210 - BOOKS, SUBSCRIPTIONS & MEMBERS
		\$157.50		
BLUELINE BACKGROUND SCREEN	11/9/2023	\$376.00	Pre-employment Drug Testing	1043310 - PROFESSIONAL & TECHNICAL
BLUELINE BACKGROUND SCREEN	12/7/2023	\$71.00	New Employee Background Check	1043310 - PROFESSIONAL & TECHNICAL
BLUELINE BACKGROUND SCREEN	12/7/2023	\$235.00	New Employee Drug Testing	1043310 - PROFESSIONAL & TECHNICAL
		\$682.00		
BONNEVILLE ASPHALT & REPAIR	11/15/2023	\$7,150.00	Crack seal summit ridge parkway	4540200 - ROAD MAINTENANCE
BUFFO'S TERMITE & PEST CONTROL	11/9/2023	\$110.00	Bug spray for city hall	1051300 - BUILDINGS & GROUND MAINTENANCE
BUFFO'S TERMITE & PEST CONTROL	11/9/2023	\$125.00	Bug spray for buildings	1051300 - BUILDINGS & GROUND MAINTENANCE
BUFFO'S TERMITE & PEST CONTROL	11/9/2023	\$150.00	Bug spray for rec building	1051300 - BUILDINGS & GROUND MAINTENANCE
BUFFO'S TERMITE & PEST CONTROL	11/22/2023	\$170.00	Vole Poison	1070300 - PARKS GROUNDS SUPPLIES
BUFFO'S TERMITE & PEST CONTROL	12/13/2023	\$170.00	Vole poison	1070300 - PARKS GROUNDS SUPPLIES

		\$725.00		
BURCH & SONS/MATHEW BURCH	12/7/2023	\$1,200.00	Holly Days	6240251 - COMMUNITY EVENTS EXPENSE
CAMPBELL SOLUTIONS, LLC	12/13/2023	\$145.12	Interpreter Services for Court	1042310 - PROFESSIONAL & TECHNICAL
CARQUEST AUTO PARTS STORES	11/22/2023	\$11.68	Battery for F-150	7657250 - FIRE - EQUIPMENT MAINTENANCE
CARQUEST AUTO PARTS STORES	11/22/2023	\$68.07	Hydraulic oil	1060250 - EQUIPMENT MAINTENANCE
CARQUEST AUTO PARTS STORES	11/22/2023	\$25.12	WATER TRUCK	1060250 - EQUIPMENT MAINTENANCE
CARQUEST AUTO PARTS STORES	11/22/2023	\$414.72	MOWER PM PARTS	1070250 - EQUIPMENT MAINTENANCE
CARQUEST AUTO PARTS STORES	11/22/2023	\$7.18	Water truck	1060250 - EQUIPMENT MAINTENANCE
CARQUEST AUTO PARTS STORES	11/22/2023	\$2.62	mower filter	1070250 - EQUIPMENT MAINTENANCE
CARQUEST AUTO PARTS STORES	12/7/2023	\$37.99	Pug for sewer truck	5240250 - EQUIPMENT MAINTENANCE
		\$567.38		
CENTRACOM INTERACTIVE	11/30/2023	\$5,430.87	Telephone & Internet - November 2023	4340240 - TELEPHONE & INTERNET
CENTURY EQUIPMENT COMP	11/30/2023	\$440.70	Wheel for backhoe	1060250 - EQUIPMENT MAINTENANCE
CHEMTECH-FORD, INC	11/9/2023	\$105.00	effluent testing	5240310 - PROFESSIONAL & TECHNICAL SVCS
CHEMTECH-FORD, INC	11/9/2023	\$150.00	Water testing	5140310 - PROFESSIONAL & TECHNICAL SVCS
CHEMTECH-FORD, INC	11/15/2023	\$105.00	Effluent testing	5240310 - PROFESSIONAL & TECHNICAL SVCS
CHEMTECH-FORD, INC	11/15/2023	\$150.00	Water testing	5140310 - PROFESSIONAL & TECHNICAL SVCS
CHEMTECH-FORD, INC	11/22/2023	\$105.00	effluent testing	5240310 - PROFESSIONAL & TECHNICAL SVCS
CHEMTECH-FORD, INC	11/22/2023	\$159.00	effluent testing	5240310 - PROFESSIONAL & TECHNICAL SVCS
CHEMTECH-FORD, INC	11/22/2023	\$150.00	Water testing	5140310 - PROFESSIONAL & TECHNICAL SVCS
CHEMTECH-FORD, INC	11/30/2023	\$105.00	Effluent testing	5240310 - PROFESSIONAL & TECHNICAL SVCS
CHEMTECH-FORD, INC	12/7/2023	\$60.00	Bac-T testing for Ridley's phase 3 subdivision	1022450-926 - (INSP&TESTING)Ridley's Phase 3
CHEMTECH-FORD, INC	12/7/2023	\$62.40	Bac_T testing for Ridley's Phase 3 subdivision	1022450-926 - (INSP&TESTING)Ridley's Phase 3
CHEMTECH-FORD, INC	12/7/2023	\$105.00	Effluent testing	5140310 - PROFESSIONAL & TECHNICAL SVCS
CHEMTECH-FORD, INC	12/7/2023	\$159.00	Effluent and influent testing	5240310 - PROFESSIONAL & TECHNICAL SVCS
CHEMTECH-FORD, INC	12/13/2023	\$150.00	Water testing	5140310 - PROFESSIONAL & TECHNICAL SVCS
CHEMTECH-FORD, INC	12/13/2023	\$90.00	Water testing	5140310 - PROFESSIONAL & TECHNICAL SVCS
CHEMTECH-FORD, INC	12/13/2023	\$30.00	water testing	5140310 - PROFESSIONAL & TECHNICAL SVCS
		\$1,685.40		
CHILD SUPPORT SERVICES/ORS	11/10/2023	\$534.46	Garnishment - Child Support	1022420 - GARNISHMENTS
CHILD SUPPORT SERVICES/ORS	11/24/2023	\$534.46	Garnishment - Child Support	1022420 - GARNISHMENTS
CHILD SUPPORT SERVICES/ORS	12/8/2023	\$534.46	Garnishment - Child Support	1022420 - GARNISHMENTS
		\$1,603.38		
CHRISTENSEN, KATRINA & RUSSELL *	11/22/2023	\$227.88	Refund: 317400 - CHRISTENSEN, KATRINA & RUSSELL *	5113110 - ACCOUNTS RECEIVABLE
CHRISTOPHER, JESSE	11/30/2023	\$350.00	Sound support for Car Show	6240245 - ORCHARD DAYS MISCELLANEOUS
CHRISTOPHER, JESSE	11/30/2023	\$900.00	Sound support for Concerts in park	6640720 - RAP TAX EXPENSE
		\$1,250.00		
CIVICPLUS, LLC	12/13/2023	\$5,990.00	Annual Subscription	4340114 - SOCIAL MEDIA ARCHIVE SERVICE CONTRACT
CODALE ELECTRIC SUPPLY	12/7/2023	\$589.03	Christmas lights Centennial Park	1051480 - CHRISTMAS LIGHTS
CODALE ELECTRIC SUPPLY	12/7/2023	\$315.02	Christmas lights Centennial park	1051480 - CHRISTMAS LIGHTS
CODALE ELECTRIC SUPPLY	12/13/2023	\$11.54	parts for Christmas lights	1051480 - CHRISTMAS LIGHTS
CODALE ELECTRIC SUPPLY	12/13/2023	\$5.77	Parts for Christmas lights	1051480 - CHRISTMAS LIGHTS
CODALE ELECTRIC SUPPLY	12/13/2023	\$32.64	Bit for CAT 6 installation (Ryan and Chris's office)	1051300 - BUILDINGS & GROUND MAINTENANCE
CODALE ELECTRIC SUPPLY	12/13/2023	\$66.04	Parts for christmas lights	1051480 - CHRISTMAS LIGHTS
		\$1,020.04		
CORPORATE TRADITIONS	11/9/2023	\$50.00	November Birthday Luncheon Pat on Back""	1043480 - EMPLOYEE RECOGNITIONS
CORPORATE TRADITIONS	11/22/2023	\$25.00	December Employee of the Month	1043480 - EMPLOYEE RECOGNITIONS
CORPORATE TRADITIONS	12/7/2023	\$100.00	Employee Christmas Bonus	6340120 - SALARIES & WAGES (PART TIME)
CORPORATE TRADITIONS	12/7/2023	\$122.50	Employee Christmas Bonus	1060120 - SALARIES AND WAGES (PART TIME)
CORPORATE TRADITIONS	12/7/2023	\$150.00	Employee Christmas Bonus	1043110 - SALARIES AND WAGES
CORPORATE TRADITIONS	12/7/2023	\$150.00	Employee Christmas Bonus	1054120 - PART-TIME SALARIES AND WAGES
CORPORATE TRADITIONS	12/7/2023	\$155.00	Employee Christmas Bonus	1077120 - PART-TIME SALARIES & WAGES
CORPORATE TRADITIONS	12/7/2023	\$180.00	Employee Christmas Bonus	6840120 - SALARIES & WAGES (PART TIME)
CORPORATE TRADITIONS	12/7/2023	\$200.00	Employee Christmas Bonus	1051110 - SALARIES AND WAGES

CORPORATE TRADITIONS	12/7/2023	\$200.00	Employee Christmas Bonus	6140120 - SALARIES & WAGES (PART TIME)
CORPORATE TRADITIONS	12/7/2023	\$200.00	Employee Christmas Bonus	6240120 - SALARIES AND WAGES (PART TIME)
CORPORATE TRADITIONS	12/7/2023	\$205.00	Employee Christmas Bonus	1070120 - PART-TIME SALARIES & WAGES
CORPORATE TRADITIONS	12/7/2023	\$222.50	Employee Christmas Bonus	5240120 - SALARIES AND WAGES - PART TIME
CORPORATE TRADITIONS	12/7/2023	\$222.50	Employee Christmas Bonus	5440120 - SALARIES AND WAGES - PART TIME
CORPORATE TRADITIONS	12/7/2023	\$250.00	Employee Christmas Bonus	6240110 - SALARIES AND WAGES
CORPORATE TRADITIONS	12/7/2023	\$285.00	Employee Christmas Bonus	5140120 - SALARIES AND WAGES - PART TIME
CORPORATE TRADITIONS	12/7/2023	\$300.00	Employee Christmas Bonus	6840110 - SALARIES & WAGES
CORPORATE TRADITIONS	12/7/2023	\$437.50	Employee Christmas Bonus	1051120 - PART-TIME SALARIES AND WAGES
CORPORATE TRADITIONS	12/7/2023	\$500.00	Employee Christmas Bonus	6140110 - SALARIES & WAGES
CORPORATE TRADITIONS	12/7/2023	\$500.00	Employee Christmas Bonus	7657110 - SALARIES & WAGES
CORPORATE TRADITIONS	12/7/2023	\$525.00	Employee Christmas Bonus	7540120 - SALARIES & WAGES (PART TIME)
CORPORATE TRADITIONS	12/7/2023	\$575.00	Employee Christmas Bonus	7240110 - SALARIES AND WAGES
CORPORATE TRADITIONS	12/7/2023	\$575.00	Employee Christmas Bonus	1077110 - SALARIES AND WAGES
CORPORATE TRADITIONS	12/7/2023	\$650.00	Employee Christmas Bonus	1070110 - SALARIES AND WAGES
CORPORATE TRADITIONS	12/7/2023	\$700.00	Employee Christmas Bonus	1042120 - PART-TIME SALARIES & WAGES
CORPORATE TRADITIONS	12/7/2023	\$700.00	Employee Christmas Bonus	7240120 - SALARIE & WAGES (PART TIME)
CORPORATE TRADITIONS	12/7/2023	\$750.00	Employee Christmas Bonus	1041120 - PART-TIME SALARIES & WAGE
CORPORATE TRADITIONS	12/7/2023	\$850.00	Employee Christmas Bonus	1078110 - SALARIES AND WAGES
CORPORATE TRADITIONS	12/7/2023	\$970.00	Employee Christmas Bonus	6740110 - SALARIES & WAGES
CORPORATE TRADITIONS	12/7/2023	\$1,100.00	Employee Christmas Bonus	1048110 - SALARIES & WAGES
CORPORATE TRADITIONS	12/7/2023	\$1,225.00	Employee Christmas Bonus	1060110 - SALARIES AND WAGES
CORPORATE TRADITIONS	12/7/2023	\$1,600.00	Employee Christmas Bonus	5440110 - SALARIES AND WAGES
CORPORATE TRADITIONS	12/7/2023	\$1,750.00	Employee Christmas Bonus	1068110 - SALARIES AND WAGES
CORPORATE TRADITIONS	12/7/2023	\$1,800.00	Employee Christmas Bonus	1043110 - SALARIES AND WAGES
CORPORATE TRADITIONS	12/7/2023	\$1,875.00	Employee Christmas Bonus	5140110 - SALARIES AND WAGES
CORPORATE TRADITIONS	12/7/2023	\$1,875.00	Employee Christmas Bonus	5240110 - SALARIES AND WAGES
CORPORATE TRADITIONS	12/7/2023	\$4,550.00	Employee Christmas Bonus	7657120 - PART TIME SALARIES & WAGES
CORPORATE TRADITIONS	12/7/2023	\$8,500.00	Employee Christmas Bonus	1054110 - SALARIES AND WAGES
CORPORATE TRADITIONS	12/7/2023	\$180.00	Birthday Gift Cards - December 2023	1043480 - EMPLOYEE RECOGNITIONS
		\$35,205.00		
CUSTOM SIGNWORKS, LLC	11/30/2023	\$93.00	Prospector View Park Trail Signs	5740733 - PROSPECTOR VIEW PARK
CUSTOM SIGNWORKS, LLC	11/30/2023	\$190.00	Pickleball Court Winter Signs	6740740 - CAPITAL VEHICLE & EQUIPMENT
CUSTOM SIGNWORKS, LLC	11/30/2023	\$224.00	Holly Day Banners	6240251 - COMMUNITY EVENTS EXPENSE
		\$507.00		
DART LAW OFFICES, LLC	11/15/2023	\$1,030.00	Public Defender Services - District Court	1042310 - PROFESSIONAL & TECHNICAL
DELCO WESTERN	11/22/2023	\$44,415.10	Pump and Motor for type 1 ponds	6040657 - WINTER STORAGE PONDS PUMP CAPACITY
DEPT OF GOVERNMENT OPERATIONS-FUEL NETWORK	11/9/2023	\$88.65	Fuel - Seniors - Oct 2023	7540260 - FUEL
DEPT OF GOVERNMENT OPERATIONS-FUEL NETWORK	11/9/2023	\$106.29	Fuel - Engineering - Oct 2023	1048260 - FUEL
DEPT OF GOVERNMENT OPERATIONS-FUEL NETWORK	11/9/2023	\$113.59	Fuel - Administration - Oct 2023	1043260 - FUEL
DEPT OF GOVERNMENT OPERATIONS-FUEL NETWORK	11/9/2023	\$179.15	Fuel - Building Inspection - Oct 2023	1068260 - FUEL
DEPT OF GOVERNMENT OPERATIONS-FUEL NETWORK	11/9/2023	\$211.87	Fuel - Community Services - Oct 2023	6740260 - FUEL
DEPT OF GOVERNMENT OPERATIONS-FUEL NETWORK	11/9/2023	\$276.11	Fuel - Public Works - Oct 2023	1060260 - FUEL
DEPT OF GOVERNMENT OPERATIONS-FUEL NETWORK	11/9/2023	\$276.11	Fuel - Public Works - Oct 2023	1077260 - FUEL
DEPT OF GOVERNMENT OPERATIONS-FUEL NETWORK	11/9/2023	\$276.11	Fuel - Public Works - Oct 2023	5140260 - FUEL
DEPT OF GOVERNMENT OPERATIONS-FUEL NETWORK	11/9/2023	\$276.11	Fuel - Public Works - Oct 2023	5240260 - FUEL
DEPT OF GOVERNMENT OPERATIONS-FUEL NETWORK	11/9/2023	\$276.11	Fuel - Public Works - Oct 2023	5440260 - FUEL
DEPT OF GOVERNMENT OPERATIONS-FUEL NETWORK	11/9/2023	\$276.13	Fuel - Public Works - Oct 2023	1070260 - FUEL
DEPT OF GOVERNMENT OPERATIONS-FUEL NETWORK	11/9/2023	\$364.65	Fuel - EMS - Oct 2023	7657260 - FUEL
DEPT OF GOVERNMENT OPERATIONS-FUEL NETWORK	11/9/2023	\$1,363.58	Fuel - Fire - Oct 2023	7657260 - FUEL
DEPT OF GOVERNMENT OPERATIONS-FUEL NETWORK	11/9/2023	\$5,012.65	Fuel - Police - Oct 2023	1054260 - FUEL
		\$9,097.11		
DISCOUNT GLASS	12/13/2023	\$750.00	new windshield for city explorer	6740250 - EQUIPMENT MAINTENANCE
DOMINION ENERGY INC.	12/7/2023	\$8.48	188 South Center	1051270 - UTILITIES
DOMINION ENERGY INC.	12/7/2023	\$171.63	98 S CENTER STREET	1051270 - UTILITIES
DOMINION ENERGY INC.	12/7/2023	\$205.40	110 South Center	1051270 - UTILITIES
DOMINION ENERGY INC.	12/7/2023	\$230.47	200 S 400 W	1051270 - UTILITIES
DOMINION ENERGY INC.	12/7/2023	\$436.65	55 W 100 S	1051270 - UTILITIES
DOMINION ENERGY INC.	12/7/2023	\$732.57	275 W MAIN STREET	1051270 - UTILITIES
DOMINION ENERGY INC.	12/7/2023	\$906.39	1215 N CENTER STREET	5240500 - WRF - UTILITIES

DOMINION ENERGY INC.	12/7/2023	\$1,046.64	1205 N CENTER STREET	1051270 - UTILITIES
DOMINION ENERGY INC.	12/7/2023	\$2,051.42	45 W 100 S	1051270 - UTILITIES
		\$5,789.65		
DONE RITE LINES, LLC	11/9/2023	\$8,209.83	striping for roads	4540200 - ROAD MAINTENANCE
DONE RITE LINES, LLC	11/9/2023	\$1,731.90	Striping for roads	4540200 - ROAD MAINTENANCE
DONE RITE LINES, LLC	12/13/2023	\$2,204.76	Striping for 200 West	4540200 - ROAD MAINTENANCE
		\$12,146.49		
DR HORTON, INC.	11/22/2023	\$680.30	Refund - Overcharge Sewer Impact Fee on Permit	5638800 - IMPACT FEES
DR HORTON, INC.	11/22/2023	\$20,060.00	DR Horton Foothill Village Booster Pump Station Reimbursement	5540801 - FOOTHILL BOOSTER REIMBURSEMENT
DR HORTON, INC.	11/22/2023	\$60,513.80	DR Horton Highland Drive Landscaping installation reimbursement	5740520 - TRAIL CONSTRUCTION PROJECTS
DR HORTON, INC.	12/7/2023	\$274,837.07	Highland Drive and Canyon Road realign reimbursement to DR Horton	5940732 - REIMBURSEMENT - HIGHLAND DR/ CANYON RD - DA
		\$356,091.17		
DUKE, ALLEN	11/9/2023	\$100.00	Per diem for travel	7657230 - FIRE - EDUCATION, TRAINING & TRAVEL
EFTPS	11/14/2023	\$6,262.90	Medicare Tax	1022210 - FICA PAYABLE
EFTPS	11/14/2023	\$14,727.39	Federal Income Tax	1022220 - FEDERAL WITHHOLDING PAYABLE
EFTPS	11/14/2023	\$26,779.10	Social Security Tax	1022210 - FICA PAYABLE
EFTPS	11/28/2023	\$5,309.76	Medicare Tax	1022210 - FICA PAYABLE
EFTPS	11/28/2023	\$12,079.79	Federal Income Tax	1022220 - FEDERAL WITHHOLDING PAYABLE
EFTPS	11/28/2023	\$22,703.16	Social Security Tax	1022210 - FICA PAYABLE
EFTPS	12/12/2023	\$5,277.50	Medicare Tax	1022210 - FICA PAYABLE
EFTPS	12/12/2023	\$12,821.59	Federal Income Tax	1022220 - FEDERAL WITHHOLDING PAYABLE
EFTPS	12/12/2023	\$22,565.62	Social Security Tax	1022210 - FICA PAYABLE
		\$128,526.81		
ELECTRICAL WHOLESALE SUPPLY (BORDER STATES INDUSTRIES)	11/15/2023	\$142.45	Butt connectors for MXU's	4140829 - PI METER UPGRADE PROJECT
ELECTRICAL WHOLESALE SUPPLY (BORDER STATES INDUSTRIES)	11/22/2023	\$142.45	butt connectors	4140829 - PI METER UPGRADE PROJECT
ELECTRICAL WHOLESALE SUPPLY (BORDER STATES INDUSTRIES)	12/7/2023	\$46.08	Wire for centennial park	1051480 - CHRISTMAS LIGHTS
ELECTRICAL WHOLESALE SUPPLY (BORDER STATES INDUSTRIES)	12/13/2023	\$142.45	3M connectors for PI meters	4140829 - PI METER UPGRADE PROJECT
		\$473.43		
ELITE SPORTSWEAR, L.P	11/15/2023	\$34.99	cheer uniforms	6840807 - TUMBLING/GYMNASTICS
ELITE SPORTSWEAR, L.P	11/22/2023	\$69.98	cheer team shoes	6840807 - TUMBLING/GYMNASTICS
ELITE SPORTSWEAR, L.P	11/22/2023	\$104.97	cheer team shoes	6840807 - TUMBLING/GYMNASTICS
ELITE SPORTSWEAR, L.P	11/22/2023	\$34.99	cheer team shoes	6840807 - TUMBLING/GYMNASTICS
ELITE SPORTSWEAR, L.P	11/22/2023	\$104.97	cheer team shoes	6840807 - TUMBLING/GYMNASTICS
		\$349.90		
ERIKS NORTH AMERICA, INC	11/9/2023	\$171.70	Hydraulic hose and parts for snow plows	1060250 - EQUIPMENT MAINTENANCE
ERIKS NORTH AMERICA, INC	11/15/2023	\$69.44	Mini X hose repair	1060250 - EQUIPMENT MAINTENANCE
		\$241.14		
EUROFINS EATON ANALYTICAL, LLC	11/22/2023	\$2,400.00	UMCR-5 testing	5140310 - PROFESSIONAL & TECHNICAL SVCS
FARR, DILLON	11/22/2023	\$680.00	Bail Refund	1022430 - COURT FINES AND FORFEITURES
FIRST SOURCE FUELS	11/15/2023	\$67.80	Kerosene for pressure washer	5140240 - SUPPLIES
FIRST SOURCE FUELS	11/15/2023	\$67.80	Kerosene for pressure washer	5240240 - SUPPLIES
FIRST SOURCE FUELS	11/15/2023	\$67.80	Kerosene for pressure washer	5440240 - SUPPLIES
FIRST SOURCE FUELS	11/15/2023	\$1,731.92	Fuel for on site tanks and Emergency Generators	1060260 - FUEL
FIRST SOURCE FUELS	11/15/2023	\$1,731.92	Fuel for on site tanks and Emergency Generators	1077260 - FUEL
FIRST SOURCE FUELS	11/15/2023	\$1,731.93	Fuel for on site tanks and Emergency Generators	1070260 - FUEL
FIRST SOURCE FUELS	11/15/2023	\$1,731.93	Fuel for on site tanks and Emergency Generators	5140260 - FUEL
FIRST SOURCE FUELS	11/15/2023	\$1,731.93	Fuel for on site tanks and Emergency Generators	5240260 - FUEL
FIRST SOURCE FUELS	11/15/2023	\$1,731.93	Fuel for on site tanks and Emergency Generators	5440260 - FUEL
		\$10,594.96		
FLEETPRIDE	11/9/2023	\$19.86	Plug for snowplow	1060250 - EQUIPMENT MAINTENANCE
FLOORING SERVICES, INC.	11/30/2023	\$45,000.00	Carpet replacement in a portion of the Public Safety Building	4140707 - PUBLIC SAFETY BUILDING REMODEL
FORENSIC NURSING SERVICES LLC	11/15/2023	\$195.00	Blood/Urine 23SQ04201 & Refusal 23SQ04195	1054311 - PROFESSIONAL & TECHNICAL

FP MAILING SOLUTIONS	11/9/2023	\$86.85	Postage Machine lease	1043310 - PROFESSIONAL & TECHNICAL
FREEDOM MAILING SERVICES, INC	12/7/2023	\$953.60	UTILITY BILL PROCESSING & NEWSLETTERS	5140241 - UTILITY BILLING PROCESSING FEES
FREEDOM MAILING SERVICES, INC	12/7/2023	\$953.60	UTILITY BILL PROCESSING & NEWSLETTERS	5240241 - UTILITY BILLING PROCESSING FEES
FREEDOM MAILING SERVICES, INC	12/7/2023	\$953.60	UTILITY BILL PROCESSING & NEWSLETTERS	5440241 - UTILITY BILLING PROCESSING FEES
		\$2,860.80		
GARBETT, LYNSAY	11/30/2023	\$90.98	EMS Pants and Boots Reimbursement	7657244 - UNIFORMS
GOBLE SAMPSON ASSOCIATES INC	12/7/2023	\$5,985.62	Rebuild kits for permeate pumps	5240550 - WRF - EQUIPMENT MAINTENANCE
GREEN, HOPE	12/13/2023	\$18.50	Witness Fee	1042310 - PROFESSIONAL & TECHNICAL
GREENHALGH CONSTRUCTION	12/13/2023	\$2,765.39	Salt hauling	1060240 - SUPPLIES
HACH COMPANY	11/22/2023	\$580.09	Testing supplies	5240520 - WRF - SUPPLIES
HACH COMPANY	12/7/2023	\$1,322.00	pH sensor for effluent	5240550 - WRF - EQUIPMENT MAINTENANCE
HACH COMPANY	12/7/2023	\$110.49	Bracket for DO probe	5240550 - WRF - EQUIPMENT MAINTENANCE
		\$2,012.58		
HANKS SIGNS	12/13/2023	\$450.00	New Window Hours of Operation Signage @ City Hall/PS	4140704-003 - NEW CITY HALL - FF&E
HANSEN, ALLEN & LUCE, INC	11/9/2023	\$8,623.50	Hansen, Allen, & Luce Creation of As-built drawings for Sum. Ridge Tank, Booster & Waterline.	4140705-002 - SR TANK & BOOSTER - Construction
HANSEN, ALLEN & LUCE, INC	11/22/2023	\$1,167.25	Hansen Allen & Luce Highline Canal Company change application letter of protest	1048310 - PROFESSIONAL & TECHNICAL SVCS
HANSEN, ALLEN & LUCE, INC	11/22/2023	\$1,614.75	Hansen Allen & Luce Scenic Ridge water modeling review and letter	1022450-860 - (INSP)Scenic Ridge
		\$11,405.50		
HASLEM, WADE	11/30/2023	\$100.00	Christmas Party	1043483 - EMPLOYEE ENGAGEMENT
HEALTH EQUITY INC,	12/4/2023	\$9.80	FSA Admin Fees - Nov 2023	1043310 - PROFESSIONAL & TECHNICAL
HEALTH EQUITY INC,	12/4/2023	\$267.42	Replenish for HCRA	1022502 - FSA
HEALTH EQUITY INC,	11/30/2023	\$9,317.57	Employee & Employer Contributions - Nov 2023	1022503 - HSA
		\$9,594.79		
HENRY SCHEIN	11/30/2023	\$291.86	EMS Splints	7657242 - EMS - SUPPLIES
HENRY SCHEIN	11/30/2023	\$291.86	EMS Splints	7657242 - EMS - SUPPLIES
HENRY SCHEIN	12/7/2023	\$117.08	EMS Supplies Vac Pumps	7657242 - EMS - SUPPLIES
HENRY SCHEIN	12/7/2023	\$995.77	EMS Supplies, Medications and Supplies	7657242 - EMS - SUPPLIES
HENRY SCHEIN	12/7/2023	\$105.20	EMS Supplies ECG Paper	7657242 - EMS - SUPPLIES
HENRY SCHEIN	12/7/2023	\$710.31	EMS Supplies	7657242 - EMS - SUPPLIES
HENRY SCHEIN	12/7/2023	\$3.38	IV Caths	7657242 - EMS - SUPPLIES
HENRY SCHEIN	12/13/2023	\$601.56	EMS Supplies	7657242 - EMS - SUPPLIES
		\$3,117.02		
HERNANDEZ, TERESA ZAVALA	12/13/2023	\$18.50	Witness Fee	1042310 - PROFESSIONAL & TECHNICAL
HIATT, GREGG	12/7/2023	\$50.00	Boot reimbursement	5140350 - SAFETY & PPE
HIATT, GREGG	12/7/2023	\$50.00	Boot reimbursement	5240350 - SAFETY & PPE
HIATT, GREGG	12/7/2023	\$50.00	Boot reimbursement	5440350 - SAFETY & PPE
		\$150.00		
HILL, LEAH	11/15/2023	\$14.94	Stickers for Start Smart	6840725 - YOUTH ENRICHMENT
HILL, LEAH	11/15/2023	\$44.82	Cookies for YCC	1041670 - YOUTH CITY COUNCIL EXPENSES
HILL, LEAH	11/15/2023	\$144.12	Awards for Turkey Trot	6240251 - COMMUNITY EVENTS EXPENSE
		\$203.88		
HOLLAND EQUIPMENT COMPANY	12/7/2023	\$62.36	Parts for small plow sander	1060250 - EQUIPMENT MAINTENANCE
HONEY BUCKET	11/22/2023	\$88.00	Portable Toilet	1077300 - CEMETERY GROUNDS MAINTENANCE
HORROCKS ENGINEERS, INC	11/9/2023	\$50,587.50	NRCS Funded East Bench Debris Basins Final Design	4140816-02 - NRCS - 6 ADDITIONAL DEBRIS BASINS
HUMPHRIES INC	11/9/2023	\$195.86	Medical Oxygen	7657242 - EMS - SUPPLIES
HUMPHRIES INC	11/22/2023	\$107.66	Medical oxygen	7657242 - EMS - SUPPLIES
		\$303.52		

HUNTER, CLINT	11/15/2023	\$37.50	Boot reimbursement	1060350 - SAFETY & PPE
HUNTER, CLINT	11/15/2023	\$37.50	Boot reimbursement	5140350 - SAFETY & PPE
HUNTER, CLINT	11/15/2023	\$37.50	Boot reimbursement	5240350 - SAFETY & PPE
HUNTER, CLINT	11/15/2023	\$37.50	Boot reimbursement	5440350 - SAFETY & PPE
		\$150.00		
HURST, ROD	11/15/2023	\$144.00	Grammarly Subscription	1054210 - BOOKS, SUBSCRIPT, MEMBERSHIPS
INDUSTRIAL SUPPLY	11/9/2023	\$23.22	Gloves for crew	1060350 - SAFETY & PPE
INDUSTRIAL SUPPLY	11/9/2023	\$23.22	Gloves for crew	5140350 - SAFETY & PPE
INDUSTRIAL SUPPLY	11/9/2023	\$23.22	Gloves for crew	5240350 - SAFETY & PPE
INDUSTRIAL SUPPLY	11/9/2023	\$23.22	Gloves for crew	5440350 - SAFETY & PPE
INDUSTRIAL SUPPLY	11/30/2023	\$19.35	Nitrile gloves	5140350 - SAFETY & PPE
INDUSTRIAL SUPPLY	11/30/2023	\$21.33	Gloves	1070350 - SAFETY - PPE
INDUSTRIAL SUPPLY	11/30/2023	\$21.33	Gloves	5140350 - SAFETY & PPE
INDUSTRIAL SUPPLY	11/30/2023	\$21.33	Gloves	5240350 - SAFETY & PPE
INDUSTRIAL SUPPLY	11/30/2023	\$21.33	Gloves	5440350 - SAFETY & PPE
INDUSTRIAL SUPPLY	11/30/2023	\$21.34	Gloves	1060350 - SAFETY & PPE
		\$218.89		
INGRAM BOOK GROUP	11/9/2023	\$22.19	Books	7240210 - BOOKS, SUBSCRIPTIONS & MEMBERSHIPS
INGRAM BOOK GROUP	11/15/2023	\$42.03	Books	7240210 - BOOKS, SUBSCRIPTIONS & MEMBERSHIPS
INGRAM BOOK GROUP	11/15/2023	\$1,015.97	Books	7240210 - BOOKS, SUBSCRIPTIONS & MEMBERSHIPS
INGRAM BOOK GROUP	11/15/2023	\$207.44	Books	7240210 - BOOKS, SUBSCRIPTIONS & MEMBERSHIPS
INGRAM BOOK GROUP	11/30/2023	\$597.99	Books	7240210 - BOOKS, SUBSCRIPTIONS & MEMBERSHIPS
INGRAM BOOK GROUP	11/30/2023	\$25.78	books	7240240 - SUPPLIES
INGRAM BOOK GROUP	11/30/2023	\$19.19	Books	7240210 - BOOKS, SUBSCRIPTIONS & MEMBERSHIPS
		\$1,930.59		
INTERMOUNTAIN FARMERS, INC.	11/22/2023	\$336.64	Sterilant	1060240 - SUPPLIES
INTERMOUNTAIN FARMERS, INC.	11/22/2023	\$336.64	Sterilant	1070300 - PARKS GROUNDS SUPPLIES
INTERMOUNTAIN FARMERS, INC.	11/22/2023	\$336.64	Sterilant	1077300 - CEMETERY GROUNDS MAINTENANCE
		\$1,009.92		
INTERMOUNTAIN GARAGE DOORS	11/15/2023	\$150.00	PD Sally Port Door	1051300 - BUILDINGS & GROUND MAINTENANCE
INTERMOUNTAIN POLYGRAPH SERVICES LLC	11/9/2023	\$250.00	Polygraph- Kyle Clark	1054311 - PROFESSIONAL & TECHNICAL
J-U-B ENGINEERING	12/7/2023	\$3,025.70	Professional Service by JUB for Wastewater Reuse project plan update	5240310 - PROFESSIONAL & TECHNICAL SVCS
J-U-B ENGINEERING	12/7/2023	\$3,025.70	Professional Service by JUB for Wastewater Reuse project plan update	5440310 - PROFESSIONAL & TECHNICAL SVCS
		\$6,051.40		
JAREDS DEVICE REPAIR	12/7/2023	\$140.00	Screen repair for Denny's iPad	5140240 - SUPPLIES
JEFFERSON, OFFICER CLAYTON	11/15/2023	\$18.50	Witness Fee	1042310 - PROFESSIONAL & TECHNICAL
JEFFERSON, OFFICER CLAYTON	11/15/2023	\$207.29	Blauer Long Sleeve Shirts	1054240 - SUPPLIES
		\$225.79		
JMART PRINTING	12/13/2023	\$135.00	Personnel Action Forms	1043240 - SUPPLIES
JOHN H. JACOBS, P.C.	11/9/2023	\$2,491.65	Public Defender Servcies	1042310 - PROFESSIONAL & TECHNICAL
JOHN H. JACOBS, P.C.	12/7/2023	\$2,491.66	Public Defender Services - November	1042332 - LEGAL - PUBLIC DEFENDER
		\$4,983.31		
JONES PAINT & GLASS	11/15/2023	\$746.31	Paint and supplies for cemetery well house	5140240 - SUPPLIES
JONES PAINT & GLASS	11/30/2023	\$1,715.00	Mirrors at New City Hall Community Center	6640720 - RAP TAX EXPENSE
JONES PAINT & GLASS	11/30/2023	\$4,500.00	Mirrors at New City Hall Community Center	6740740 - CAPITAL VEHICLE & EQUIPMENT
		\$6,961.31		
KANZEE, SHELLY	11/15/2023	\$18.50	Witness Fee	1042310 - PROFESSIONAL & TECHNICAL
KC LOWHAM	11/30/2023	\$18.50	Witness Fee	1042310 - PROFESSIONAL & TECHNICAL
LABOR COMMISSION	11/15/2023	\$60.00	boiler inspection	1051300 - BUILDINGS & GROUND MAINTENANCE
LARSON & COMPANY	11/22/2023	\$27,900.00	FY 2023 Audit/Single Audit	1043311 - ACCOUNTING & AUDITING

LENSLOCK INC.	11/15/2023	\$4,198.00	2 new dash cameras for new police vehicles	1054320 - LIQUOR CONTROL
LERWILL, AUSTIN	11/15/2023	\$18.50	Witness Fee	1042310 - PROFESSIONAL & TECHNICAL
LES OLSON COMPANY	11/22/2023	\$811.45	Copy Machine Maintenance & Usage Contract	4340300 - COPIER CONTRACT
LIND, RYAN	11/9/2023	\$100.00	Per diem travel	7657230 - FIRE - EDUCATION, TRAINING & TRAVEL
LINGO	11/9/2023	\$243.94	One time Installation costs for Land Lines at New City Hall	4140704-003 - NEW CITY HALL - FF&E
LINGO	11/9/2023	\$314.20	Land Line for PS & City Hall	4340240 - TELEPHONE & INTERNET
LINGO	11/9/2023	\$314.20	Land Lines @ PS & City Hall	4340240 - TELEPHONE & INTERNET
LINGO	12/13/2023	\$314.20	Land Lines for PS & City Hall Buildings	4340240 - TELEPHONE & INTERNET
		\$1,186.54		
LLOYD, KENT MICHAEL	11/22/2023	\$214.57	Kent Lloyd Contract Pay	6840120 - SALARIES & WAGES (PART TIME)
LLOYD, KENT MICHAEL	11/22/2023	\$214.57	Kent Lloyd Contract Pay	6840120 - SALARIES & WAGES (PART TIME)
LLOYD, KENT MICHAEL	12/7/2023	\$202.18	Lloyd contract pay	6840120 - SALARIES & WAGES (PART TIME)
		\$631.32		
LOCAL BUILDING AUTHORITY OF SANTAQUIN CITY UTAH	11/30/2023	-\$871.20	TRANSFER TO LBA-LESS CASH ON HAND AS OF 11/14/2023	1090884 - TRANSFER TO LBA
LOCAL BUILDING AUTHORITY OF SANTAQUIN CITY UTAH	11/30/2023	\$250.00	TRANSFER TO LBA-PAYING AGENT FEE	1090884 - TRANSFER TO LBA
LOCAL BUILDING AUTHORITY OF SANTAQUIN CITY UTAH	11/30/2023	\$36,258.15	TRANSFER TO LBA-INTEREST-2015 LBA REVENUE BOND	1090884 - TRANSFER TO LBA
		\$35,636.95		
M SQUARED INC	12/13/2023	\$50,441.66	McDonalds Landscape bond release	1022450-940 - (BOND-LANDSCAPE)McDonalds
MACEYS - SANTAQUIN	11/22/2023	\$56.97	Columbus Day Breakfast	1043483 - EMPLOYEE ENGAGEMENT
MACEYS - SANTAQUIN	11/22/2023	\$9.58	supplies for senior meals	7540480 - FOOD
MACEYS - SANTAQUIN	11/22/2023	\$45.37	Seniors Meals	7540480 - FOOD
		\$111.92		
MCDOWELL, VICTORIA SUZANNE	12/7/2023	\$1,170.00	Christmas Display - Set-up/Take down	1043310 - PROFESSIONAL & TECHNICAL
MCGEE'S STAMP & TROPHY	12/13/2023	\$35.00	Court Seal Stamp	1042240 - SUPPLIES
MILLER, JUSTIN	11/30/2023	\$18.50	Witness Fee	1042310 - PROFESSIONAL & TECHNICAL
MOPA LLC	11/9/2023	\$3,134.67	Dispatch speakers	4140707 - PUBLIC SAFETY BUILDING REMODEL
MORTENSEN, CINDI *	12/7/2023	\$72.92	Refund: 115804 - MORTENSEN, CINDI *	5113110 - ACCOUNTS RECEIVABLE
MOTOROLA SOLUTIONS, INC	11/15/2023	\$6,311.74	Radios. 2 of 13	7657750 - CAPITAL PROJECTS
MOUNTAIN ALARM	11/22/2023	\$213.40	Alarm monitoring	1051300 - BUILDINGS & GROUND MAINTENANCE
MOUNTAINLAND ASSOCIATIONS OF GOVERNMENTS	12/7/2023	\$6,250.00	Additional Services for lobbying services on behalf of Santaquin City	4540210 - PROFESSIONAL SERVICES
MOUNTAINLAND SUPPLY	11/9/2023	\$910.59	Sump install for 150 West 400 South	1060240 - SUPPLIES
MOUNTAINLAND SUPPLY	11/9/2023	\$964.38	Fire hydrant repair kit	5140240 - SUPPLIES
MOUNTAINLAND SUPPLY	11/9/2023	\$40.18	Parts for pipe repair WRF	5240550 - WRF - EQUIPMENT MAINTENANCE
MOUNTAINLAND SUPPLY	11/9/2023	\$513.51	sump for 150 west 400 south	1060240 - SUPPLIES
MOUNTAINLAND SUPPLY	11/15/2023	\$3,295.09	Single port MXU's	5440242 - METERS & MXU'S
MOUNTAINLAND SUPPLY	11/15/2023	\$3,295.10	Single port MXU's	5140242 - METERS & MXU'S
MOUNTAINLAND SUPPLY	11/15/2023	\$3,295.10	Single port MXU's	5240242 - METERS & MXU'S
MOUNTAINLAND SUPPLY	11/15/2023	\$197,905.00	PI meter and tower upgrade	4140829 - PI METER UPGRADE PROJECT
MOUNTAINLAND SUPPLY	11/15/2023	\$711,102.14	Meters and MXU's for PI meter project.	4140829 - PI METER UPGRADE PROJECT
MOUNTAINLAND SUPPLY	11/15/2023	\$1,337.29	Sewer ball for lift station cleanout	5440240 - SUPPLIES
MOUNTAINLAND SUPPLY	11/15/2023	\$685.35	Meter parts	5440242 - METERS & MXU'S
MOUNTAINLAND SUPPLY	11/15/2023	\$685.36	Meter parts	5140242 - METERS & MXU'S
MOUNTAINLAND SUPPLY	11/15/2023	\$685.36	Meter parts	5240242 - METERS & MXU'S
MOUNTAINLAND SUPPLY	11/15/2023	\$70.80	Green marking paint	5240240 - SUPPLIES
MOUNTAINLAND SUPPLY	11/15/2023	\$73.24	Blue marking paint	5140240 - SUPPLIES
MOUNTAINLAND SUPPLY	11/22/2023	-\$79.20	Marking paint return	5140240 - SUPPLIES
MOUNTAINLAND SUPPLY	11/22/2023	\$764.00	Valves for PI	5440240 - SUPPLIES
MOUNTAINLAND SUPPLY	11/22/2023	\$1,156.72	Gaskets for meter change out	4140829 - PI METER UPGRADE PROJECT

MOUNTAINLAND SUPPLY	11/30/2023	\$186.81	Ice melt for buildings	5140240 - SUPPLIES
MOUNTAINLAND SUPPLY	11/30/2023	\$186.82	Ice melt for buildings	1051240 - SUPPLIES
MOUNTAINLAND SUPPLY	11/30/2023	\$1,635.83	2 meters"	5140242 - METERS & MXU'S
MOUNTAINLAND SUPPLY	11/30/2023	\$1,635.83	2 meters"	5440242 - METERS & MXU'S
MOUNTAINLAND SUPPLY	11/30/2023	\$1,635.84	2 meters"	5240242 - METERS & MXU'S
MOUNTAINLAND SUPPLY	11/30/2023	\$381.50	Saw for service truck	1060240 - SUPPLIES
MOUNTAINLAND SUPPLY	11/30/2023	\$381.50	Saw for service truck	5140240 - SUPPLIES
MOUNTAINLAND SUPPLY	11/30/2023	\$381.50	Saw for service truck	5240240 - SUPPLIES
MOUNTAINLAND SUPPLY	11/30/2023	\$381.50	Saw for service truck	5440240 - SUPPLIES
MOUNTAINLAND SUPPLY	11/30/2023	\$20.96	Meter gaskets	5440242 - METERS & MXU'S
MOUNTAINLAND SUPPLY	11/30/2023	\$20.97	Meter gaskets	5140242 - METERS & MXU'S
MOUNTAINLAND SUPPLY	11/30/2023	\$20.97	Meter gaskets	5240242 - METERS & MXU'S
MOUNTAINLAND SUPPLY	12/7/2023	\$578.63	Wires for meters	4140829 - PI METER UPGRADE PROJECT
MOUNTAINLAND SUPPLY	12/13/2023	\$10,180.37	Single Port MXU's	4140829 - PI METER UPGRADE PROJECT
MOUNTAINLAND SUPPLY	12/13/2023	\$7,080.00	MXU's	5140242 - METERS & MXU'S
MOUNTAINLAND SUPPLY	12/13/2023	\$7,080.00	MXU's	5240242 - METERS & MXU'S
MOUNTAINLAND SUPPLY	12/13/2023	\$7,080.00	MXU's	5440242 - METERS & MXU'S
MOUNTAINLAND SUPPLY	12/13/2023	\$8.00	Meter programmer	5140240 - SUPPLIES
MOUNTAINLAND SUPPLY	12/13/2023	\$992.14	4 meter for Murdock"	5140242 - METERS & MXU'S
MOUNTAINLAND SUPPLY	12/13/2023	\$992.14	4 meter for Murdock"	5240242 - METERS & MXU'S
MOUNTAINLAND SUPPLY	12/13/2023	\$992.14	4 meter for Murdock"	5440242 - METERS & MXU'S
		\$968,553.46		
MURDOCK FORD	11/15/2023	\$121.56	Lowham Tension Kit	1054250 - EQUIPMENT MAINTENANCE
MURDOCK FORD	11/15/2023	\$1,443.46	Car repair Lindquist	7657250 - FIRE - EQUIPMENT MAINTENANCE
MURDOCK FORD	11/15/2023	\$678.76	Jefferson oil change/tire rot/brakes/rotors	1054250 - EQUIPMENT MAINTENANCE
MURDOCK FORD	11/15/2023	\$530.00	New Seat Cushion and Install, Lowham	1054250 - EQUIPMENT MAINTENANCE
MURDOCK FORD	11/15/2023	\$322.92	Lowham oil change/tire rot/new battery	1054250 - EQUIPMENT MAINTENANCE
MURDOCK FORD	11/22/2023	\$99,654.00	2 new Police Vehicles	4241058 - VEHICLE PURCHASES
MURDOCK FORD	12/7/2023	\$381.23	New Oil Pan for Ambulance	7657252 - EMS - EQUIPMENT MAINTENANCE
MURDOCK FORD	12/7/2023	\$148.32	Oil Change 2022 Amb	7657252 - EMS - EQUIPMENT MAINTENANCE
		\$103,280.25		
NATIONAL RECREATION AND PARK ASSOCIATION	12/7/2023	\$180.00	National Recreation and Parks Association Membership	6740210 - BOOKS, SUBSCRIPTIONS, & MEMBERSHIPS
NEBO SCHOOL DISTRICT (ORCHARD HILLS ELEMENTARY)	11/30/2023	\$100.00	Holly Days Cougar Choir	6240251 - COMMUNITY EVENTS EXPENSE
NELSON, JAN	11/15/2023	\$18.50	Witness Fee	1042310 - PROFESSIONAL & TECHNICAL
NERDIN, CAMERON	11/30/2023	\$200.00	Restitution - Case number 231700003	1022430 - COURT FINES AND FORFEITURES
NICHOLAS & COMPANY	11/9/2023	\$894.03	Senior Food	7540480 - FOOD
NIELSEN & SENIOR, ATTORNEYS	11/30/2023	\$24,215.97	Legal Services - Criminal Prosecution	1043331 - LEGAL
NIELSEN & SENIOR, ATTORNEYS	11/30/2023	\$7,285.21	Legal Services - General Civil	1043331 - LEGAL
		\$31,501.18		
NORTHWEST PIPE COMPANY	12/13/2023	\$1,097.65	Manhole sections for sump 150 West 400 South	1060240 - SUPPLIES
OLSON'S GARDEN SHOPPE-PAYSON	12/7/2023	\$50.00	Flowers for Hiatt's	1022375 - EMPLOYEE SIGNIFICANT EVENT FUN
OPEN SKY PRODUCTIONS LLC	11/15/2023	\$4,300.00	Drone Show Deposit	6240251 - COMMUNITY EVENTS EXPENSE
OUT BACK GRAPHICS, LLC	11/9/2023	\$288.00	Hats	1054240 - SUPPLIES
OUT BACK GRAPHICS, LLC	12/13/2023	\$201.50	Clothing for crew	1060350 - SAFETY & PPE
OUT BACK GRAPHICS, LLC	12/13/2023	\$201.50	Clothing for crew	1070350 - SAFETY - PPE
OUT BACK GRAPHICS, LLC	12/13/2023	\$201.50	Clothing for crew	5140350 - SAFETY & PPE
OUT BACK GRAPHICS, LLC	12/13/2023	\$201.50	Clothing for crew	5240350 - SAFETY & PPE
OUT BACK GRAPHICS, LLC	12/13/2023	\$201.50	Clothing for crew	5440350 - SAFETY & PPE
OUT BACK GRAPHICS, LLC	12/13/2023	\$10.00	Embroidery on coat	5240350 - SAFETY & PPE
OUT BACK GRAPHICS, LLC	12/13/2023	\$46.66	Shirts for crew	5440350 - SAFETY & PPE
OUT BACK GRAPHICS, LLC	12/13/2023	\$46.67	Shirts for crew	5140350 - SAFETY & PPE
OUT BACK GRAPHICS, LLC	12/13/2023	\$46.67	Shirts for crew	5240350 - SAFETY & PPE
OUT BACK GRAPHICS, LLC	12/13/2023	\$25.00	Youth City Council shirts for new member	1041670 - YOUTH CITY COUNCIL EXPENSES
OUT BACK GRAPHICS, LLC	12/13/2023	\$985.00	Street signs for new development	1022531 - STREET SIGNS (NEW DEVELOPMENT)
		\$2,455.50		

PAYMENT TECH	11/6/2023	\$528.37	Credit Card Processing Fees - Utility- Oct 2023	5140241 - UTILITY BILLING PROCESSING FEES
PAYMENT TECH	11/6/2023	\$528.37	Credit Card Processing Fees - Utility- Oct 2023	5240241 - UTILITY BILLING PROCESSING FEES
PAYMENT TECH	11/6/2023	\$528.38	Credit Card Processing Fees - Utility- Oct 2023	5440241 - UTILITY BILLING PROCESSING FEES
PAYMENT TECH	11/6/2023	\$69.94	Credit Card Processing Fees - Non Utility- Oct 2023	5140241 - UTILITY BILLING PROCESSING FEES
PAYMENT TECH	11/6/2023	\$69.94	Credit Card Processing Fees - Non Utility- Oct 2023	5240241 - UTILITY BILLING PROCESSING FEES
PAYMENT TECH	11/6/2023	\$69.94	Credit Card Processing Fees - Non Utility- Oct 2023	5440241 - UTILITY BILLING PROCESSING FEES
		\$1,794.94		
PAYSON AUTO SUPPLY - NAPA	11/9/2023	\$15.00	Fuse kit	1060250 - EQUIPMENT MAINTENANCE
PAYSON AUTO SUPPLY - NAPA	11/9/2023	\$158.82	Shop supplies	1060240 - SUPPLIES
PAYSON AUTO SUPPLY - NAPA	11/30/2023	\$14.48	Lube for backhoe tires	1060240 - SUPPLIES
PAYSON AUTO SUPPLY - NAPA	12/7/2023	\$290.04	Shop Vac for shop	1060240 - SUPPLIES
PAYSON AUTO SUPPLY - NAPA	12/7/2023	\$16.40	Stud and nut for mower	1070250 - EQUIPMENT MAINTENANCE
PAYSON AUTO SUPPLY - NAPA	12/13/2023	\$202.10	Supplies for shop	1060240 - SUPPLIES
		\$696.84		
PAYSON CHRONICLE	11/30/2023	\$400.00	Building Rental Newspaper Ad	6740610 - OTHER SERVICES
PAYSON CITY SOLID WASTE	11/9/2023	\$6,122.77	tipping fees	5240530 - WRF - SOLID WASTE DISPOSAL
PAYSON CITY SOLID WASTE	12/13/2023	\$7,180.14	Tipping fees	5240530 - WRF - SOLID WASTE DISPOSAL
		\$13,302.91		
PAYSON LOCK & KEY	12/7/2023	\$7.50	Duplicate Keys for Utility Drop Box	1043240 - SUPPLIES
PEAK SOFTWARE SYSTEMS	11/30/2023	\$5,160.40	Recreation Registration Annual Software	4340500 - SOFTWARE EXPENSE
PEDIATRIC EMERGENCY STANDARDS, INC.	11/9/2023	\$765.62	HandTevy software	7657235 - EMS - EDUCATION, TRAINING & TRAVEL
PEN & WEB COMMUNICATIONS c/o PENNY REEVES	12/7/2023	\$478.20	Website Contract	4340113 - WEBSITE CONTENT MGT - PEN&WEB
PEN & WEB COMMUNICATIONS c/o PENNY REEVES	12/7/2023	\$575.70	2024 City Calendar	1041615 - SANTAQUIN CALENDAR
		\$1,053.90		
PIDJCO LLC	12/7/2023	\$18.15	Pidj Sport Texting	6140310 - PROFESSIONAL & TECHNICAL SERVICES
PIDJCO LLC	12/7/2023	\$2.42	Pidj texting monthly	6740310 - PROFESSIONAL & TECHNICAL
		\$20.57		
POLYDYNE INC.	12/7/2023	\$4,356.43	Polymer	5240510 - WRF - CHEMICAL SUPPLIES
PREMIER TRUCK GROUP OF SALT LAKE CITY	12/13/2023	\$123,537.00	2024 Freightliner	4241058 - VEHICLE PURCHASES
PRESTWICH, SAM & JANIKA *	11/9/2023	\$200.00	Refund: 3900204 - PRESTWICH, SAM & JANIKA *	5113110 - ACCOUNTS RECEIVABLE
PRINCIPAL LIFE INSURANCE COMPANY	11/9/2023	\$149.20	Rebill for July 2023 - Vision	1022508 - VISION
PRINCIPAL LIFE INSURANCE COMPANY	11/9/2023	\$186.16	Rebill for August 2023 - Vision	1022508 - VISION
PRINCIPAL LIFE INSURANCE COMPANY	11/9/2023	\$276.31	Rebill for July 2023 - Dental	1022501 - DENTAL
PRINCIPAL LIFE INSURANCE COMPANY	11/9/2023	\$567.87	Rebill for August 2023 - Dental	1022501 - DENTAL
PRINCIPAL LIFE INSURANCE COMPANY	11/9/2023	\$766.36	Vision Premium - October 2023	1022508 - VISION
PRINCIPAL LIFE INSURANCE COMPANY	11/9/2023	\$5,642.42	Dental Premium - October 2023	1022501 - DENTAL
PRINCIPAL LIFE INSURANCE COMPANY	11/30/2023	\$648.09	Vision Premium - Dec 2023	1022508 - VISION
PRINCIPAL LIFE INSURANCE COMPANY	11/30/2023	\$5,364.45	Dental Premium - Dec 2023	1022501 - DENTAL
		\$13,600.86		
PROCTOR, ANGELA	12/13/2023	\$680.00	Bail Refund - Proctor	1022430 - COURT FINES AND FORFEITURES
PROVSTGAARD, BART	11/9/2023	\$37.50	Boot allowance	1060350 - SAFETY & PPE
PROVSTGAARD, BART	11/9/2023	\$37.50	Boot allowance	5140350 - SAFETY & PPE
PROVSTGAARD, BART	11/9/2023	\$37.50	Boot allowance	5240350 - SAFETY & PPE
PROVSTGAARD, BART	11/9/2023	\$37.50	Boot allowance	5440350 - SAFETY & PPE
		\$150.00		
PROVSTGAARD, LACEY MICHELLE	11/9/2023	\$1,841.96	Cheer Tumbling Contract Pay	6840120 - SALARIES & WAGES (PART TIME)
PROVSTGAARD, LACEY MICHELLE	12/7/2023	\$3,278.25	Lacey Contract Pay	6840120 - SALARIES & WAGES (PART TIME)
		\$5,120.21		
PURCELL TIRE & SERVICE CENTER	11/15/2023	\$248.84	Tires for PW37	1060250 - EQUIPMENT MAINTENANCE

PURCELL TIRE & SERVICE CENTER	11/15/2023	\$248.84	Tires for PW37	1070250 - EQUIPMENT MAINTENANCE
PURCELL TIRE & SERVICE CENTER	11/15/2023	\$248.84	Tires for PW37	5140250 - EQUIPMENT MAINTENANCE
PURCELL TIRE & SERVICE CENTER	11/15/2023	\$248.84	Tires for PW37	5240250 - EQUIPMENT MAINTENANCE
PURCELL TIRE & SERVICE CENTER	11/15/2023	\$248.84	Tires for PW37	5440250 - EQUIPMENT MAINTENANCE
PURCELL TIRE & SERVICE CENTER	11/22/2023	\$502.56	Backhoe tires	1070300 - PARKS GROUNDS SUPPLIES
PURCELL TIRE & SERVICE CENTER	11/22/2023	\$502.57	Backhoe tires	1060250 - EQUIPMENT MAINTENANCE
PURCELL TIRE & SERVICE CENTER	11/22/2023	\$502.57	Backhoe tires	5140250 - EQUIPMENT MAINTENANCE
PURCELL TIRE & SERVICE CENTER	11/22/2023	\$502.57	Backhoe tires	5240250 - EQUIPMENT MAINTENANCE
PURCELL TIRE & SERVICE CENTER	11/22/2023	\$502.57	Backhoe tires	5440250 - EQUIPMENT MAINTENANCE
		\$3,757.04		
QUICKSCORES LLC	11/9/2023	\$112.00	1-2nd Grade Basketball Scheduling Software	6140665 - YOUTH SPORTS
RDR CUSTOM KYDEX INC	11/9/2023	\$175.00	Left Handed Holster	1054240 - SUPPLIES
REDMOND MINERALS, INC	11/15/2023	\$1,348.50	Road Salt	1060240 - SUPPLIES
REDMOND MINERALS, INC	11/15/2023	\$1,268.75	Road Salt	1060240 - SUPPLIES
REDMOND MINERALS, INC	11/22/2023	\$1,449.50	Road salt	1060240 - SUPPLIES
		\$4,066.75		
REPUBLIC SERVICES LLC #864	11/9/2023	\$398.63	Dumpster Services for City Facilities	1062311 - WASTE PICKUP CHARGES
REPUBLIC SERVICES LLC #864	11/9/2023	\$1,075.22	Dumpster Services for City Facilities	1062311 - WASTE PICKUP CHARGES
REPUBLIC SERVICES LLC #864	11/9/2023	\$1,656.75	Fuel Recovery Fee	1062312 - RECYCLING PICKUP CHARGES
REPUBLIC SERVICES LLC #864	11/9/2023	\$3,215.94	Garbage Pickup Services (1209 2nd Cans)	1062311 - WASTE PICKUP CHARGES
REPUBLIC SERVICES LLC #864	11/9/2023	\$3,435.00	Fuel Recovery Fee	1062311 - WASTE PICKUP CHARGES
REPUBLIC SERVICES LLC #864	11/9/2023	\$13,430.72	Recycle Pickup Services (2209 Cans)	1062312 - RECYCLING PICKUP CHARGES
REPUBLIC SERVICES LLC #864	11/9/2023	\$18,803.71	Disposal of Residential Waste (537.10 Tons)	1062311 - WASTE PICKUP CHARGES
REPUBLIC SERVICES LLC #864	11/9/2023	\$28,121.20	Garbage Pickup Services (4580 1st Cans)	1062311 - WASTE PICKUP CHARGES
REPUBLIC SERVICES LLC #864	12/7/2023	\$63.91	Dumpster pickup for Rec	1062311 - WASTE PICKUP CHARGES
REPUBLIC SERVICES LLC #864	12/7/2023	\$946.89	City Dumpster service	1062311 - WASTE PICKUP CHARGES
REPUBLIC SERVICES LLC #864	12/7/2023	\$1,194.48	Fuel Recovery Fee	1062312 - RECYCLING PICKUP CHARGES
REPUBLIC SERVICES LLC #864	12/7/2023	\$2,479.14	Fuel Recovery Fee	1062311 - WASTE PICKUP CHARGES
REPUBLIC SERVICES LLC #864	12/7/2023	\$3,242.54	Garbage Pickup Services (1219 2nd Cans)	1062311 - WASTE PICKUP CHARGES
REPUBLIC SERVICES LLC #864	12/7/2023	\$13,448.96	Recycle Pickup Services (2212Cans)	1062312 - RECYCLING PICKUP CHARGES
REPUBLIC SERVICES LLC #864	12/7/2023	\$21,885.96	Disposal of Residential Waste (625.14 Tons)	1062311 - WASTE PICKUP CHARGES
REPUBLIC SERVICES LLC #864	12/7/2023	\$28,188.74	Garbage Pickup Services (4591 1st Cans)	1062311 - WASTE PICKUP CHARGES
		\$141,587.79		
REVCO	11/9/2023	\$170.05	Copy Machine Lease - PW	4340300 - COPIER CONTRACT
REVCO	11/30/2023	\$512.51	Copy Machine Lease - City Hall	4340300 - COPIER CONTRACT
REVCO	12/7/2023	\$170.05	Copy Machine Lease Contract - PW	4340300 - COPIER CONTRACT
		\$852.61		
REVERE HOMES	12/13/2023	\$5,000.00	Orchards F-4 Lot 1 Landscape bond release	1022450-642 - (BOND-LANDSCAPE)[Plat F4- Lot 1]Orchards
REVERE HOMES	12/13/2023	\$5,000.00	Orchards F-4 Lot 2 Landscape bond release	1022450-643 - (BOND-LANDSCAPE)[Plat F4- Lot 2]Orchards
REVERE HOMES	12/13/2023	\$5,000.00	Orchards F-5 Lot 1 Landscaping bond release	1022450-902 - (BOND=LANDSCAPE)[Plat F5-Lot1]Apple Hollow/Orchard
REVERE HOMES	12/13/2023	\$5,000.00	Orchards F-5 Lot 5 Landscaping bond release	1022450-870 - (BOND-LANDSCAPE)[Plat F5-Lot 5]Orchards
REVERE HOMES	12/13/2023	\$5,000.00	Orchards F-5 Lot 7 Landscaping bond release	1022450-901 - (BOND=LANDSCAPE)[Plat F5-Lot7]Apple Hollow/Orchard
REVERE HOMES	12/13/2023	\$21,576.79	Apple Hollow A-12 landscape bond release	1022450-482 - (BOND-LANDSCAPE)[A-12-Lots 101-105]APPLE HOLLOW
REVERE HOMES	12/13/2023	\$21,576.79	Apple Hollow A-12 landscape bond release	1022450-533 - (BOND- LANDSCAPE)[A-12 Lots 106-110]THE ORCHARDS
REVERE HOMES	12/13/2023	\$21,576.79	Apple Hollow A-12 landscape bond release	1022450-540 - (BOND-LANDSCAPE)[Plat A-12-Lots 127-131]THE ORCHARDS
REVERE HOMES	12/13/2023	\$21,576.79	Apple Hollow A-12 landscape bond release	1022450-608 - (BOND-LANDSCAPE)[Plat A12- Lots117-121]Apple HOLLOW
REVERE HOMES	12/13/2023	\$21,576.79	Apple Hollow A-12 landscape bond release	1022450-663 - (BOND-LANDSCAPE)[Plat A12-Lot 122-126]Apple Hollow
		\$132,883.95		
RIVER VALLEY DEVELOPMENT	12/13/2023	\$1,064.50	Orchards C-5 Inspection Fees	1022450-035 - (INSP) [C5] THE ORCHARDS
RIVER VALLEY DEVELOPMENT	12/13/2023	\$55,273.98	Orchards C-5 Warranty Bond Release	1022450-034 - (WNTY) [C5] THE ORCHARDS
		\$56,338.48		
ROCK MOUNTAIN TECHNOLOGY	11/9/2023	-\$1,926.65	Customer Deposit for MS Licensing Annual - Credit for Pre-payment	4340507 - MICROSOFT OFFICE 365 LICENSES
ROCK MOUNTAIN TECHNOLOGY	11/9/2023	\$5.85	Microsoft Azure Directory	4340507 - MICROSOFT OFFICE 365 LICENSES
ROCK MOUNTAIN TECHNOLOGY	11/9/2023	\$107.50	Customer Deposit for MS Licensing Annual	4340507 - MICROSOFT OFFICE 365 LICENSES
ROCK MOUNTAIN TECHNOLOGY	11/9/2023	\$142.98	6 HDMI Adapters	4340230 - MISC EQUIPMENT EXPENSE
ROCK MOUNTAIN TECHNOLOGY	11/9/2023	\$170.00	Splashtop Remote Premium (17 users)	4340500 - SOFTWARE EXPENSE
ROCK MOUNTAIN TECHNOLOGY	11/9/2023	\$201.00	Back up of email accounts (134 @1.50)	4340500 - SOFTWARE EXPENSE
ROCK MOUNTAIN TECHNOLOGY	11/9/2023	\$221.40	Microsoft Exchange Online (56 users)	4340507 - MICROSOFT OFFICE 365 LICENSES

ROCK MOUNTAIN TECHNOLOGY	11/9/2023	\$291.50	Splashtop Premium (109 users)	4340500 - SOFTWARE EXPENSE
ROCK MOUNTAIN TECHNOLOGY	11/9/2023	\$747.08	Receipt Printer and 4 new Monitors - Utility Office New City Hall	4140704-003 - NEW CITY HALL - FF&E
ROCK MOUNTAIN TECHNOLOGY	11/9/2023	\$1,699.40	Microsoft 365 Business (79 users)	4340507 - MICROSOFT OFFICE 365 LICENSES
ROCK MOUNTAIN TECHNOLOGY	11/9/2023	\$1,721.75	Installation of 21 Cameras & Hard Drive for Watch Guard Server	4140704-003 - NEW CITY HALL - FF&E
ROCK MOUNTAIN TECHNOLOGY	11/9/2023	\$1,974.60	Cloud Backup (10,970 GB)	4340500 - SOFTWARE EXPENSE
ROCK MOUNTAIN TECHNOLOGY	11/9/2023	\$2,193.75	New Building Set up - Extra hours over contract	4340100 - COMPUTER SUPPORT CONTRACT - RMT
ROCK MOUNTAIN TECHNOLOGY	11/9/2023	\$2,850.00	Monthly Service Contract	4340100 - COMPUTER SUPPORT CONTRACT - RMT
ROCK MOUNTAIN TECHNOLOGY	11/9/2023	\$3,757.61	Server, Storage & Server License - Public Works	4340220 - SERVER ROTATION EXPENSE
ROCK MOUNTAIN TECHNOLOGY	11/9/2023	\$4,103.62	2 new Surface Laptops (Joyce & Lisa) & Docking Stations	4340210 - LAPTOP ROTATION EXPENSE
ROCK MOUNTAIN TECHNOLOGY	12/13/2023	-\$1,926.65	Customer Deposit for MS Licensing Annual - Credit for Pre-payment	4340507 - MICROSOFT OFFICE 365 LICENSES
ROCK MOUNTAIN TECHNOLOGY	12/13/2023	\$15.00	Power Strips	4340230 - MISC EQUIPMENT EXPENSE
ROCK MOUNTAIN TECHNOLOGY	12/13/2023	\$170.00	Splashtop Remote Premium (17 users)	4340500 - SOFTWARE EXPENSE
ROCK MOUNTAIN TECHNOLOGY	12/13/2023	\$205.50	Back up of email accounts (137 @1.50)	4340500 - SOFTWARE EXPENSE
ROCK MOUNTAIN TECHNOLOGY	12/13/2023	\$215.60	Microsoft Exchange Online (56 users)	4340507 - MICROSOFT OFFICE 365 LICENSES
ROCK MOUNTAIN TECHNOLOGY	12/13/2023	\$299.75	Splashtop Premium (109 users)	4340500 - SOFTWARE EXPENSE
ROCK MOUNTAIN TECHNOLOGY	12/13/2023	\$1,312.50	Hours over contract (17.5 hours)	4340100 - COMPUTER SUPPORT CONTRACT - RMT
ROCK MOUNTAIN TECHNOLOGY	12/13/2023	\$1,365.88	Estimate #3155 (Norm Beagley) VVware- Support Renewal	4340500 - SOFTWARE EXPENSE
ROCK MOUNTAIN TECHNOLOGY	12/13/2023	\$1,697.95	Microsoft 365 Business (77 users)	4340507 - MICROSOFT OFFICE 365 LICENSES
ROCK MOUNTAIN TECHNOLOGY	12/13/2023	\$2,185.00	Install 12 Access Points & 4 floor boxes _ Change Order Per Jeremy	4140704-003 - NEW CITY HALL - FF&E
ROCK MOUNTAIN TECHNOLOGY	12/13/2023	\$2,284.19	Estimate #3136 (Norm Beagley) Access Point City Hall to Museum	4140704-003 - NEW CITY HALL - FF&E
ROCK MOUNTAIN TECHNOLOGY	12/13/2023	\$2,354.40	Cloud Backup (13,080 GB)	4340500 - SOFTWARE EXPENSE
ROCK MOUNTAIN TECHNOLOGY	12/13/2023	\$2,850.00	Monthly Service Contract	4340100 - COMPUTER SUPPORT CONTRACT - RMT
		\$31,290.51		
ROCKIN REINDEER RANCH LLC	11/22/2023	\$1,600.00	reindeer for holly days event	6240251 - COMMUNITY EVENTS EXPENSE
ROCKY MOUNTAIN POWER	11/22/2023	\$118.90	509 FIRESTONE DRIVE	1060270 - UTILITIES - STREET LIGHTS
ROCKY MOUNTAIN POWER	11/22/2023	\$20.87	154 E 950 S	1060270 - UTILITIES - STREET LIGHTS
ROCKY MOUNTAIN POWER	11/22/2023	\$42.80	1005 S RED BARN	1060270 - UTILITIES - STREET LIGHTS
ROCKY MOUNTAIN POWER	11/22/2023	\$45.89	415 TRAVERTINE WAY	1060270 - UTILITIES - STREET LIGHTS
ROCKY MOUNTAIN POWER	11/22/2023	\$94.09	80 E 770 N	1060270 - UTILITIES - STREET LIGHTS
ROCKY MOUNTAIN POWER	11/22/2023	\$14.68	1250 S CANYON ROAD	5440273 - UTILITIES
ROCKY MOUNTAIN POWER	11/22/2023	\$19.51	1026 E MAIN STREET	1070270 - UTILITIES
ROCKY MOUNTAIN POWER	11/22/2023	\$2,404.18	1100 S CANYON ROAD	5440273 - UTILITIES
ROCKY MOUNTAIN POWER	11/22/2023	\$105.95	1000 N CENTER PARK	1070270 - UTILITIES
ROCKY MOUNTAIN POWER	11/22/2023	\$351.31	1215 N CENTER ST - PUBLIC WORKS BLDG SITE	1051270 - UTILITIES
ROCKY MOUNTAIN POWER	11/22/2023	\$1,338.41	10 W GINGER GOLD ROAD (LIFT STATION)	5240270 - UTILITIES
ROCKY MOUNTAIN POWER	11/22/2023	\$10,258.57	1215 N CENTER	5240500 - WRF - UTILITIES
ROCKY MOUNTAIN POWER	11/30/2023	\$29.11	1269 S RED CLIFF DRIVE	1060270 - UTILITIES - STREET LIGHTS
ROCKY MOUNTAIN POWER	11/30/2023	\$34.40	1230 S Bluff ST.	1060270 - UTILITIES - STREET LIGHTS
ROCKY MOUNTAIN POWER	11/30/2023	\$53.27	1595 S LONGVIEW ROAD	1060270 - UTILITIES - STREET LIGHTS
ROCKY MOUNTAIN POWER	11/30/2023	\$114.41	115 W 860 N - STRONGBOX	1060270 - UTILITIES - STREET LIGHTS
ROCKY MOUNTAIN POWER	11/30/2023	\$143.32	759 S Badger Way	1060270 - UTILITIES - STREET LIGHTS
ROCKY MOUNTAIN POWER	12/7/2023	\$0.01	ITEM 53 1200 S 100 W RECREATION OPERATION CONTRACT-AHLIN PARK	1070270 - UTILITIES
ROCKY MOUNTAIN POWER	12/7/2023	\$0.01	ITEM 58 250 S 450 W ARENACONCE CONTRACT FAIR GROUNDS	1070270 - UTILITIES
ROCKY MOUNTAIN POWER	12/7/2023	\$0.01	ITEM 80 1592 SUMMIT RIDGE PKWY CONTRACT: SPORTS/FOOD SITE	1070270 - UTILITIES
ROCKY MOUNTAIN POWER	12/7/2023	\$0.01	ITEM 82 1800 MT VIEW PI BOOSTER PUMP	5440273 - UTILITIES
ROCKY MOUNTAIN POWER	12/7/2023	\$0.01	ITEM 86 CENTER ST 1ST SOUTH NEW CITY HALL CONTRACT	1051270 - UTILITIES
ROCKY MOUNTAIN POWER	12/7/2023	\$10.33	ITEM 62 250 S 450 W ARENACONCE ANNOUNCER/RV PEDESTALS	1070270 - UTILITIES
ROCKY MOUNTAIN POWER	12/7/2023	\$10.70	ITEM 13 313 W 100 S BOWERY	1070270 - UTILITIES
ROCKY MOUNTAIN POWER	12/7/2023	\$11.04	ITEM 90 188 S CENTER ST PROPERTY RESIDENTIAL	1051270 - UTILITIES
ROCKY MOUNTAIN POWER	12/7/2023	\$11.15	ITEM 65 STREETLIGHTS	1060270 - UTILITIES - STREET LIGHTS
ROCKY MOUNTAIN POWER	12/7/2023	\$11.19	ITEM 61 250 S 450 W ARENACONCE SPRINKLER/RV PEDESTALS	1070270 - UTILITIES
ROCKY MOUNTAIN POWER	12/7/2023	\$11.69	ITEM 16 310 N ORCHARD LN CITY PARK	1070270 - UTILITIES
ROCKY MOUNTAIN POWER	12/7/2023	\$14.39	ITEM 21 168 E 610 S BALL PARK CONCESSION STAND	1070270 - UTILITIES
ROCKY MOUNTAIN POWER	12/7/2023	\$15.39	ITEM 52 1200 S 100 W GENERAL SERVICE-POND PUMP/AHLIN PARK	1070270 - UTILITIES
ROCKY MOUNTAIN POWER	12/7/2023	\$16.82	ITEM 74 500 E MAIN ST CONTRACT METERED STREETLIGHTS	1060270 - UTILITIES - STREET LIGHTS
ROCKY MOUNTAIN POWER	12/7/2023	\$19.33	ITEM 19 398 N CHERRY LN EAST SIDE PARK	1070270 - UTILITIES
ROCKY MOUNTAIN POWER	12/7/2023	\$19.71	ITEM 15 280 W 750 N CITY PARK	1060270 - UTILITIES - STREET LIGHTS
ROCKY MOUNTAIN POWER	12/7/2023	\$20.11	ITEM 75 500 E MAIN ST STREET LIGHTS	1060270 - UTILITIES - STREET LIGHTS
ROCKY MOUNTAIN POWER	12/7/2023	\$20.70	ITEM 85 313 W 100 S RESTROOMS CENTENNIAL PARK	1070270 - UTILITIES
ROCKY MOUNTAIN POWER	12/7/2023	\$23.16	ITEM 40 80 E 300 S VETERANS MONUMENT	1070270 - UTILITIES
ROCKY MOUNTAIN POWER	12/7/2023	\$24.98	ITEM 29 1390 SUMMIT RIDGE PKWY SPRINKLING SYSTEM	1060270 - UTILITIES - STREET LIGHTS
ROCKY MOUNTAIN POWER	12/7/2023	\$29.91	ITEM 67 592 SUMMIT RIDGE PKWY CONTRACT SOCCER FIELD SITE	1070270 - UTILITIES
ROCKY MOUNTAIN POWER	12/7/2023	\$30.06	ITEM 17 49 E MAIN ST AREA LIGHT	1070270 - UTILITIES
ROCKY MOUNTAIN POWER	12/7/2023	\$30.30	ITEM 43 451 E MAIN ST # SIGN	1060270 - UTILITIES - STREET LIGHTS

ROCKY MOUNTAIN POWER	12/7/2023	\$34.30	ITEM 46 STREET LIGHTS	1060270 - UTILITIES - STREET LIGHTS
ROCKY MOUNTAIN POWER	12/7/2023	\$42.15	ITEM 49 290 W 800 N NORTH PARK	1070270 - UTILITIES
ROCKY MOUNTAIN POWER	12/7/2023	\$48.15	ITEM 7 392 N 200 W PUMP VAULT	5440273 - UTILITIES
ROCKY MOUNTAIN POWER	12/7/2023	\$48.19	ITEM 78 LIGHTING STRONG BOX	1060270 - UTILITIES - STREET LIGHTS
ROCKY MOUNTAIN POWER	12/7/2023	\$66.34	ITEM 45 400 E MAIN STREET CLOCK TOWER	1070270 - UTILITIES
ROCKY MOUNTAIN POWER	12/7/2023	\$86.31	ITEM 20 705 SUNSET DR SUNSET TRAILS PARK	1070270 - UTILITIES
ROCKY MOUNTAIN POWER	12/7/2023	\$93.70	ITEM 18 E MAIN ST PARK LIGHTS	1070270 - UTILITIES
ROCKY MOUNTAIN POWER	12/7/2023	\$97.35	ITEM 72 100 W HIGHWAY 6 PKWY SUMMIT RIDGE STREET LIGHTS	1060270 - UTILITIES - STREET LIGHTS
ROCKY MOUNTAIN POWER	12/7/2023	\$104.32	ITEM 70 961 N 120 E STREET LIGHTS	1060270 - UTILITIES - STREET LIGHTS
ROCKY MOUNTAIN POWER	12/7/2023	\$108.25	ITEM 79 GENERAL SERVICE PUMPSTATION	1060270 - UTILITIES - STREET LIGHTS
ROCKY MOUNTAIN POWER	12/7/2023	\$110.73	ITEM 50 94 N HWY 198 LIGHTING	1060270 - UTILITIES - STREET LIGHTS
ROCKY MOUNTAIN POWER	12/7/2023	\$112.00	ITEM 30 1431 SUMMIT RIDGE PKWY STREET LIGHT PEDESTAL	1060270 - UTILITIES - STREET LIGHTS
ROCKY MOUNTAIN POWER	12/7/2023	\$126.80	ITEM 71 1003 S RED CLIFF DR LIGHTING	1060270 - UTILITIES - STREET LIGHTS
ROCKY MOUNTAIN POWER	12/7/2023	\$153.40	ITEM 66 STREETLIGHTS	1060270 - UTILITIES - STREET LIGHTS
ROCKY MOUNTAIN POWER	12/7/2023	\$163.24	ITEM 83 STREETLIGHTS	1060270 - UTILITIES - STREET LIGHTS
ROCKY MOUNTAIN POWER	12/7/2023	\$196.94	ITEM 76 1100 S 145 W CITY CULINARY PUMP SITE	5140273 - UTILITIES
ROCKY MOUNTAIN POWER	12/7/2023	\$208.87	ITEM 27 98 S CENTER ST COMMERCIAL/CITY LIBRARY	1051270 - UTILITIES
ROCKY MOUNTAIN POWER	12/7/2023	\$214.52	ITEM 6 1005 S CENTER ST CHLORINATOR	5140273 - UTILITIES
ROCKY MOUNTAIN POWER	12/7/2023	\$225.99	ITEM 64 190 S 400 W PERM SVC FOR BLDG REMODEL	1051270 - UTILITIES
ROCKY MOUNTAIN POWER	12/7/2023	\$231.05	ITEM 1 SPLIT 910 E 70 N EAST CULINARY WELL	5440273 - UTILITIES
ROCKY MOUNTAIN POWER	12/7/2023	\$231.06	ITEM 1 SPLIT 910 E 70 N EAST CULINARY WELL	5140273 - UTILITIES
ROCKY MOUNTAIN POWER	12/7/2023	\$259.21	ITEM 81 45 W 100 S CITY CENTER	1051270 - UTILITIES
ROCKY MOUNTAIN POWER	12/7/2023	\$319.87	ITEM 60 250 S 450 W ARENA CONCE UPGRADE	1070270 - UTILITIES
ROCKY MOUNTAIN POWER	12/7/2023	\$387.02	ITEM 84 1592 SUMMIT RIDGE PKWY SPORTS COURT-FOOD STAND	1070270 - UTILITIES
ROCKY MOUNTAIN POWER	12/7/2023	\$473.44	ITEM 23 300 W 100 S BALL PARK LIGHTS	1070270 - UTILITIES
ROCKY MOUNTAIN POWER	12/7/2023	\$538.39	ITEM 2 SPLIT SUMMIT RIDGE PKWY WATER PUMP	5140273 - UTILITIES
ROCKY MOUNTAIN POWER	12/7/2023	\$538.40	ITEM 2 SPLIT SUMMIT RIDGE PKWY WATER PUMP	5440273 - UTILITIES
ROCKY MOUNTAIN POWER	12/7/2023	\$860.31	ITEM 25 275 W MAIN ST GOVERNMENT BUILDING	1051270 - UTILITIES
ROCKY MOUNTAIN POWER	12/7/2023	\$1,203.70	ITEM 48 6650 W 13800 S HAYFIELD PUMP	5440273 - UTILITIES
ROCKY MOUNTAIN POWER	12/7/2023	\$1,552.89	ITEM 3 21 S CENTER ST CITY OWNED WELL	5440273 - UTILITIES
ROCKY MOUNTAIN POWER	12/7/2023	\$1,559.24	ITEM 4 SPLIT 190 E 400 S NEW CULINARY WELL	5440273 - UTILITIES
ROCKY MOUNTAIN POWER	12/7/2023	\$1,559.24	ITEM 4 SPLIT 190 E 400 S NEW CULINARY WELL	5140273 - UTILITIES
ROCKY MOUNTAIN POWER	12/7/2023	\$1,683.69	ITEM 68 592 SUMMIT RIDGE PKWY SOCCER FIELD LIGHTING	1070270 - UTILITIES
ROCKY MOUNTAIN POWER	12/7/2023	\$2,032.31	ITEM 89 1800 MT VIEW PI BOOSTER PUMP STATION	5440273 - UTILITIES
ROCKY MOUNTAIN POWER	12/7/2023	\$4,032.62	ITEM 32, 33, 35, 36, 37, 38 STREETLIGHTS	1060270 - UTILITIES - STREET LIGHTS
ROCKY MOUNTAIN POWER	12/7/2023	\$4,296.51	ITEM 88 CENTER ST & 1ST S NEW CITY HALL	1051270 - UTILITIES
		\$39,521.18		
RON GORDON TIRE PROS	11/15/2023	\$207.20	Tires for 2015 f150	1070250 - EQUIPMENT MAINTENANCE
RON GORDON TIRE PROS	11/15/2023	\$207.21	Tires for 2015 f150	1060250 - EQUIPMENT MAINTENANCE
RON GORDON TIRE PROS	11/15/2023	\$207.21	Tires for 2015 f150	5140250 - EQUIPMENT MAINTENANCE
RON GORDON TIRE PROS	11/15/2023	\$207.21	Tires for 2015 f150	5240250 - EQUIPMENT MAINTENANCE
RON GORDON TIRE PROS	11/15/2023	\$207.21	Tires for 2015 f150	5440250 - EQUIPMENT MAINTENANCE
RON GORDON TIRE PROS	12/7/2023	\$114.75	Tire mounting for sewer truck	5240250 - EQUIPMENT MAINTENANCE
		\$1,150.79		
RURAL WATER ASSOCIATION OF UTAH	11/15/2023	\$872.00	RWAU dues	5140210 - BOOKS, SUBSCRIPTIONS & MEMBERS
RURAL WATER ASSOCIATION OF UTAH	11/15/2023	\$872.00	RWAU dues	5240210 - BOOKS, SUBSCRIPT, MEMBERSHIPS
		\$1,744.00		
RUSH ADMINISTRATIVE SERVICES RUSH ENTERPRISES, INC	11/9/2023	\$1,143.23	Engine 145 repair, turbo and NOX SENSORS	7657250 - FIRE - EQUIPMENT MAINTENANCE
SAM'S CLUB	11/16/2023	\$34.86	FIRE SUPPLIES	7657242 - EMS - SUPPLIES
SAM'S CLUB	11/16/2023	\$56.42	SENIORS LUNCH	7540480 - FOOD
SAM'S CLUB	11/16/2023	\$74.52	LIBRARY TRUNK OR TREAT	7240240 - SUPPLIES
SAM'S CLUB	11/16/2023	\$97.42	FIRE SUPPLIES	7657242 - EMS - SUPPLIES
SAM'S CLUB	11/16/2023	\$166.66	Fire Supplies	7657242 - EMS - SUPPLIES
SAM'S CLUB	11/16/2023	\$197.87	SENIORS LUNCH	7540480 - FOOD
SAM'S CLUB	11/16/2023	\$233.96	SENIORS LUNCH	7540480 - FOOD
SAM'S CLUB	11/16/2023	\$259.55	NOVEMBER BIRTHDAY LUNCH	1043480 - EMPLOYEE RECOGNITIONS
SAM'S CLUB	11/16/2023	\$305.44	COLUMBUS DAY TRAINING	1043483 - EMPLOYEE ENGAGEMENT
SAM'S CLUB	11/16/2023	\$360.82	SENIORS LUNCH	7540480 - FOOD
SAM'S CLUB	12/13/2023	-\$29.99	RETURN CROCK POT	1043480 - EMPLOYEE RECOGNITIONS
SAM'S CLUB	12/13/2023	\$25.94	CHRISTMAS DECOR & DISHWASHING SUPPLIES	1043240 - SUPPLIES
SAM'S CLUB	12/13/2023	\$26.78	SENIOR LUNCH	7540480 - FOOD
SAM'S CLUB	12/13/2023	\$39.96	EMPLOYEE CHRISTMAS PARTY	1043483 - EMPLOYEE ENGAGEMENT

SAM'S CLUB	12/13/2023	\$67.92	SUPPLIES FOR CH BREAKROOM	1043240 - SUPPLIES
SAM'S CLUB	12/13/2023	\$70.66	EMPLOYEE CHRISTMAS PARTY	1043483 - EMPLOYEE ENGAGEMENT
SAM'S CLUB	12/13/2023	\$166.49	EMPLOYEE CHRISTMAS PARTY	1043483 - EMPLOYEE ENGAGEMENT
SAM'S CLUB	12/13/2023	\$229.06	SENIOR LUNCH	7540480 - FOOD
SAM'S CLUB	12/13/2023	\$264.71	SENIOR LUNCH	7540480 - FOOD
SAM'S CLUB	12/13/2023	\$429.52	SENIOR LUNCH	7540480 - FOOD
		\$3,078.57		
SANTAQUIN CITY UTILITIES	11/10/2023	\$200.00	Cemetery	1022350 - UTILITIES PAYABLE
SANTAQUIN CITY UTILITIES	11/10/2023	\$695.00	Utilities	1022350 - UTILITIES PAYABLE
SANTAQUIN CITY UTILITIES	11/15/2023	\$120.00	Utilities Assistance Program - November 2023	5221600 - SEWER FUND DONATIONS
SANTAQUIN CITY UTILITIES	11/24/2023	\$200.00	Cemetery	1022350 - UTILITIES PAYABLE
SANTAQUIN CITY UTILITIES	11/24/2023	\$765.00	Utilities	1022350 - UTILITIES PAYABLE
SANTAQUIN CITY UTILITIES	12/8/2023	\$200.00	Cemetery	1022350 - UTILITIES PAYABLE
SANTAQUIN CITY UTILITIES	12/8/2023	\$765.00	Utilities	1022350 - UTILITIES PAYABLE
		\$2,945.00		
SANTAQUIN MARKET ACE	11/15/2023	\$239.58	Tools for parks and buildings truck	1051240 - SUPPLIES
SANTAQUIN MARKET ACE	11/15/2023	\$239.58	Tools for parks and buildings truck	1070300 - PARKS GROUNDS SUPPLIES
SANTAQUIN MARKET ACE	11/15/2023	\$239.59	Tools for parks and buildings truck	1077300 - CEMETERY GROUNDS MAINTENANCE
SANTAQUIN MARKET ACE	11/15/2023	\$72.87	Sport Division Equipment storage barrels	6140335 - MISC SUPPLIES
SANTAQUIN MARKET ACE	11/15/2023	\$24.89	Oil for blowers and weed trimmers	1077300 - CEMETERY GROUNDS MAINTENANCE
SANTAQUIN MARKET ACE	11/15/2023	\$41.06	Rec building (wall demolishing)	1051300 - BUILDINGS & GROUND MAINTENANCE
SANTAQUIN MARKET ACE	11/15/2023	\$29.68	Hitch pin and ball for parks truck	1070300 - PARKS GROUNDS SUPPLIES
SANTAQUIN MARKET ACE	11/15/2023	\$40.10	Cords for Multipurpose Room Sound System	4140704-003 - NEW CITY HALL - FF&E
		\$927.35		
SCHINDLER ELEVATOR	12/7/2023	\$4,049.09	Elevator Maintenance	1051300 - BUILDINGS & GROUND MAINTENANCE
SCHNEIDER ELECTRIC USA Inc	12/13/2023	\$504.69	Ballast repair	5240550 - WRF - EQUIPMENT MAINTENANCE
SELECTHEALTH, INC	11/30/2023	\$67,564.00	Health Insurance Premium Dec 2023	1022500 - HEALTH INSURANCE
SHEPHERD, KAYSON	12/13/2023	\$18.50	Witness Fee	1042310 - PROFESSIONAL & TECHNICAL
SHEPHERD, KAYSON	12/13/2023	\$21.45	Jacket Embroidery	1054240 - SUPPLIES
		\$39.95		
SHRED-IT US JV LLC	11/9/2023	\$361.67	Document Shredding Services - PS	1043310 - PROFESSIONAL & TECHNICAL
SHRED-IT US JV LLC	11/9/2023	\$105.16	Document Shredding Services - City Hall	1043310 - PROFESSIONAL & TECHNICAL
SHRED-IT US JV LLC	12/7/2023	\$325.98	Paper Shredding Service - 110 S Center ST	1042310 - PROFESSIONAL & TECHNICAL
SHRED-IT US JV LLC	12/7/2023	\$123.08	Document Shredding Services - 275 W Main	1043310 - PROFESSIONAL & TECHNICAL
		\$915.89		
SIERRA HOMES - BONDS	12/13/2023	\$519.68	Apple Hollow A-12 Inspection fees	1022450-234 - (INSP)[A-12] APPLE HOLLOW
SIERRA HOMES - BONDS	12/13/2023	\$3,344.00	Apple Hollow A-5 fence bond release	1022450-012 - (BOND) [A5] APPLE HOLLOW-FENCE
SIERRA HOMES - BONDS	12/13/2023	\$3,500.00	Apple Hollow A-10 Lot 31 Landscape bond release	1022450-255 - (BOND-LANDSCAPE)[A-1 Lot 31]THE ORCHARDS
SIERRA HOMES - BONDS	12/13/2023	\$3,500.00	Apple Hollow A-10 Lot 32 Landscape bond release	1022450-256 - (BOND-LANDSCAPE)[A-1 Lot 32]THE ORCHARDS
SIERRA HOMES - BONDS	12/13/2023	\$3,500.00	Apple Hollow A-10 Lot 33 Landscape bond release	1022450-257 - (BOND-LANDSCAPE)[A-1 Lot 33]THE ORCHARDS
SIERRA HOMES - BONDS	12/13/2023	\$3,500.00	Apple Hollow A-10 Lot 34 Landscape bond release	1022450-258 - (BOND-LANDSCAPE)[A-1 Lot 34]THE ORCHARDS
SIERRA HOMES - BONDS	12/13/2023	\$3,500.00	Apple Hollow A-10 Lot 41 Landscape bond release	1022450-259 - (BOND-LANDSCAPE)[A-1 Lot 41]THE ORCHARDS
SIERRA HOMES - BONDS	12/13/2023	\$3,500.00	Apple Hollow A-10 Lot 42 Landscape bond release	1022450-260 - (BOND-LANDSCAPE)[A-1 Lot 42]THE ORCHARDS
SIERRA HOMES - BONDS	12/13/2023	\$4,197.45	Orchards D-1 Inspection Fees	1022450-106 - (INSP) [D1] ORCHARDS
SIERRA HOMES - BONDS	12/13/2023	\$4,374.67	Apple Hollow Storm Drain Reconstruction bond	1022450-041 - (SD RECONSTRUCT) [A-9] APPLE HOLLOW
SIERRA HOMES - BONDS	12/13/2023	\$5,001.44	Apple Hollow A-9 Storm Drain Reconstruction bond	1022450-040 - (INSP) [A9] APPLE HOLLOW
SIERRA HOMES - BONDS	12/13/2023	\$5,937.05	Orchards D-1 Strom Drain Reconstruction bond	1022450-107 - (SD RECONSTRUCT) [D1] ORCHARDS
SIERRA HOMES - BONDS	12/13/2023	\$7,696.50	Orchards C-6 Asphalt Overlay bond	1022450-228 - (BOND-ASPHALT OVERLAY)[C-6]THE ORCHARDS
SIERRA HOMES - BONDS	12/13/2023	\$8,091.05	Apple Hollow A-11 Trail Bond	1022450-189-1 - (TRAIL) [A-11] APPLE HOLLOW
SIERRA HOMES - BONDS	12/13/2023	\$9,304.14	Apple Grove A&B Inspection fees	1022450-191 - (INSP) [A&B] APPLE GROVE
SIERRA HOMES - BONDS	12/13/2023	\$10,919.91	Apple Hollow A-11 Inspection Fees	1022450-188 - (INSP) [A-11] APPLE HOLLOW
SIERRA HOMES - BONDS	12/13/2023	\$22,282.00	Apple Hollow A-11 Fence bond	1022450-189-2 - (FENCE) [A-11] APPLE HOLLOW
SIERRA HOMES - BONDS	12/13/2023	\$25,896.75	Apple Hollow A-9 Warranty Bond Release	1022450-039 - (WNTY) [A9] APPLE HOLLOW
SIERRA HOMES - BONDS	12/13/2023	\$29,127.53	Apple Grove A & B Warranty Bond	1022450-190 - (WNTY) [A&B] APPLE GROVE
SIERRA HOMES - BONDS	12/13/2023	\$53,609.97	Orchards D-1 Warranty Bond	1022450-105 - (WNTY) [D1] ORCHARDS
SIERRA HOMES - BONDS	12/13/2023	\$69,565.65	Apple Hollow A-12 Warranty Bond	1022450-233 - (WNTY)[A-12] APPLE HOLLOW
SIERRA HOMES - BONDS	12/13/2023	\$99,333.90	Apple Hollow A-11 Warranty Bond	1022450-187 - (WNTY) [A-11] APPLE HOLLOW
		\$380,201.69		

SKAGGS PUBLIC SAFETY UNIFORM	11/9/2023	\$1,001.61	Hansen Uniforms	1054240 - SUPPLIES
SKAGGS PUBLIC SAFETY UNIFORM	11/9/2023	\$1,401.92	Clark Uniforms	1054240 - SUPPLIES
SKAGGS PUBLIC SAFETY UNIFORM	11/15/2023	\$429.25	Hansen Uniforms	1054240 - SUPPLIES
		\$2,832.78		
SMASH ATHLETICS, INC	12/7/2023	\$280.80	dance recital shirts	6840725 - YOUTH ENRICHMENT
SNOW COLLEGE	11/30/2023	\$3,700.00	Ali Blake Scholarship	6440300 - MISS SANTAQUIN SCHOLARSHIP
SOUTH UTAH VALLEY SOLID WASTE DISTRICT	11/9/2023	\$4,102.05	recycle tipping fees	1062312 - RECYCLING PICKUP CHARGES
SOUTH UTAH VALLEY SOLID WASTE DISTRICT	12/7/2023	\$3,323.10	Recycle tipping fee's	1062312 - RECYCLING PICKUP CHARGES
		\$7,425.15		
SPRINKLER SUPPLY	11/9/2023	\$66.05	Parts for pipe repair WRF	5240550 - WRF - EQUIPMENT MAINTENANCE
SPRINKLER SUPPLY	12/7/2023	\$410.94	Irrigation box's	1070300 - PARKS GROUNDS SUPPLIES
		\$476.99		
SPRINKLER WORLD - PAY STANDARD PLUMBING	11/15/2023	\$249.50	Light bulbs for stars	1051480 - CHRISTMAS LIGHTS
SPRINKLER WORLD - PAY STANDARD PLUMBING	11/22/2023	\$770.00	Christmas lights	1051480 - CHRISTMAS LIGHTS
SPRINKLER WORLD - PAY STANDARD PLUMBING	11/22/2023	\$1,540.00	Christmas lights	1051480 - CHRISTMAS LIGHTS
SPRINKLER WORLD - PAY STANDARD PLUMBING	11/30/2023	\$792.75	supplies for Christmas lights	1051480 - CHRISTMAS LIGHTS
SPRINKLER WORLD - PAY STANDARD PLUMBING	11/30/2023	\$131.04	Christmas lights	1051480 - CHRISTMAS LIGHTS
		\$3,483.29		
STAKER PARSON COMPANIES	11/30/2023	\$324.56	Road patching	1060240 - SUPPLIES
STAPLES	11/9/2023	\$24.08	Desk Calendars for Court	1042240 - SUPPLIES
STAPLES	11/9/2023	\$53.67	General Office Supplies	1043240 - SUPPLIES
STAPLES	11/22/2023	\$24.80	Post it Notes	1043240 - SUPPLIES
STAPLES	11/22/2023	\$38.84	Case of Copy Paper	6140335 - MISC SUPPLIES
STAPLES	11/22/2023	\$38.90	Case of Copy Paper	1042240 - SUPPLIES
STAPLES	11/22/2023	\$93.03	Letter Opener	1043240 - SUPPLIES
STAPLES	11/22/2023	\$95.40	3 Boxes of Manila Envelopes	1042240 - SUPPLIES
STAPLES	11/22/2023	\$20.59	Bank Deposit Stamp	1043240 - SUPPLIES
STAPLES	12/13/2023	\$61.86	Office Supplies	1043240 - SUPPLIES
		\$451.17		
STATE OF UTAH	11/22/2023	\$81.59	Mailing of Justice Court Jury Notices	1042310 - PROFESSIONAL & TECHNICAL
STATE OF UTAH	12/13/2023	\$6.88	Court Mailings	1042240 - SUPPLIES
		\$88.47		
STEVENS & GAILEY	12/7/2023	\$48.00	Public Defender Services - Hernandez	1042310 - PROFESSIONAL & TECHNICAL
STEVENS & GAILEY	12/7/2023	\$36.00	Public Defender Services - Gomez	1042332 - LEGAL - PUBLIC DEFENDER
STEVENS & GAILEY	12/7/2023	\$18.00	Public Defender Services - Nielson	1042332 - LEGAL - PUBLIC DEFENDER
STEVENS & GAILEY	12/7/2023	\$48.00	Public Defender Services - Ramirez	1042332 - LEGAL - PUBLIC DEFENDER
		\$150.00		
STOTZ EQUIPMENT CO, LLC	12/13/2023	-\$39.98	Parts return	1070300 - PARKS GROUNDS SUPPLIES
STOTZ EQUIPMENT CO, LLC	12/13/2023	\$187.22	Chainsaw and chainsaw parts	5440240 - SUPPLIES
STOTZ EQUIPMENT CO, LLC	12/13/2023	\$187.23	Chainsaw and chainsaw parts	1060240 - SUPPLIES
STOTZ EQUIPMENT CO, LLC	12/13/2023	\$187.23	Chainsaw and chainsaw parts	1070300 - PARKS GROUNDS SUPPLIES
STOTZ EQUIPMENT CO, LLC	12/13/2023	\$187.23	Chainsaw and chainsaw parts	5140240 - SUPPLIES
STOTZ EQUIPMENT CO, LLC	12/13/2023	\$187.23	Chainsaw and chainsaw parts	5240240 - SUPPLIES
		\$896.16		
STREBEL, JANET	12/7/2023	\$5,000.00	Landscape bond release for new home at 1081 East 430 South	1022450-882 - (BOND-LANDSCAPE)[Plat B-Lot 47]Oak Summit
STRINGHAM'S HARDWARE	11/9/2023	\$20.99	Batteries for dispensers	1051300 - BUILDINGS & GROUND MAINTENANCE
STRINGHAM'S HARDWARE	11/9/2023	\$26.32	Extra Keys to City Hall West Wing for Building Inspectors	4140704-003 - NEW CITY HALL - FF&E
STRINGHAM'S HARDWARE	11/9/2023	\$23.99	Gloves for Clint	1060350 - SAFETY & PPE
STRINGHAM'S HARDWARE	11/9/2023	\$19.80	Wire for truck lights	1060250 - EQUIPMENT MAINTENANCE
STRINGHAM'S HARDWARE	11/9/2023	\$20.99	Lights	7240240 - SUPPLIES
STRINGHAM'S HARDWARE	11/9/2023	\$14.59	Hardware	1051300 - BUILDINGS & GROUND MAINTENANCE
STRINGHAM'S HARDWARE	11/9/2023	\$113.91	Painting supplies	1051240 - SUPPLIES
STRINGHAM'S HARDWARE	11/9/2023	\$10.98	Tools for utility truck	1060240 - SUPPLIES

STRINGHAM'S HARDWARE	11/9/2023	\$66.95	cleaning supplies	1051240 - SUPPLIES
STRINGHAM'S HARDWARE	11/9/2023	\$38.45	Concrete for signs	1060240 - SUPPLIES
STRINGHAM'S HARDWARE	11/9/2023	\$15.47	brushes for hydrant painting	5140240 - SUPPLIES
STRINGHAM'S HARDWARE	11/9/2023	\$59.93	Hardware and tools to hang tv's	1051240 - SUPPLIES
STRINGHAM'S HARDWARE	11/9/2023	\$31.99	Stud finder	1051240 - SUPPLIES
STRINGHAM'S HARDWARE	11/9/2023	\$69.98	Tools for park truck	1070300 - PARKS GROUNDS SUPPLIES
STRINGHAM'S HARDWARE	11/9/2023	\$23.78	Tools	1070300 - PARKS GROUNDS SUPPLIES
STRINGHAM'S HARDWARE	11/9/2023	\$10.99	Batteries for WRF	5240520 - WRF - SUPPLIES
STRINGHAM'S HARDWARE	11/9/2023	\$3.29	key blank	1070300 - PARKS GROUNDS SUPPLIES
STRINGHAM'S HARDWARE	11/9/2023	\$1.36	hardware	1060240 - SUPPLIES
STRINGHAM'S HARDWARE	11/9/2023	\$20.24	maintenance supplies	6340300 - BLDG & GROUND MAINTENANCE
STRINGHAM'S HARDWARE	11/9/2023	\$128.94	Museum roof	1051300 - BUILDINGS & GROUND MAINTENANCE
STRINGHAM'S HARDWARE	11/9/2023	\$5.49	Marker	5240520 - WRF - SUPPLIES
STRINGHAM'S HARDWARE	11/9/2023	\$16.49	padlock for Cemetery well	5140240 - SUPPLIES
STRINGHAM'S HARDWARE	11/9/2023	\$29.75	Tools for shop	5440240 - SUPPLIES
STRINGHAM'S HARDWARE	11/9/2023	\$19.44	Paint Samples	4140707 - PUBLIC SAFETY BUILDING REMODEL
STRINGHAM'S HARDWARE	11/9/2023	\$42.98	Hole saw	5140240 - SUPPLIES
STRINGHAM'S HARDWARE	11/9/2023	\$54.98	Handles for hammers	5140240 - SUPPLIES
STRINGHAM'S HARDWARE	11/9/2023	\$25.99	Batteries for new building	1051240 - SUPPLIES
STRINGHAM'S HARDWARE	11/9/2023	\$17.98	Hardware	1070300 - PARKS GROUNDS SUPPLIES
STRINGHAM'S HARDWARE	11/9/2023	\$16.98	Trap for Amile's office	1051240 - SUPPLIES
STRINGHAM'S HARDWARE	11/9/2023	\$9.47	Electrical tape	1070300 - PARKS GROUNDS SUPPLIES
STRINGHAM'S HARDWARE	11/9/2023	\$6.49	shop supplies	5140240 - SUPPLIES
STRINGHAM'S HARDWARE	11/9/2023	\$4.98	Pipe fittings	1070300 - PARKS GROUNDS SUPPLIES
STRINGHAM'S HARDWARE	11/9/2023	\$20.99	tape measure	5140240 - SUPPLIES
STRINGHAM'S HARDWARE	11/9/2023	\$15.99	Rope for Versa track	1070300 - PARKS GROUNDS SUPPLIES
STRINGHAM'S HARDWARE	11/9/2023	\$31.40	Drill bit and Hardware	5140240 - SUPPLIES
STRINGHAM'S HARDWARE	11/9/2023	\$36.99	Gloves for crew	5240520 - WRF - SUPPLIES
STRINGHAM'S HARDWARE	11/9/2023	\$19.99	Tools to fix chairs	6740300 - BUILDINGS & GROUNDS MAINTENANCE
STRINGHAM'S HARDWARE	11/9/2023	\$26.68	Parts for snow plows	1060250 - EQUIPMENT MAINTENANCE
STRINGHAM'S HARDWARE	11/9/2023	\$16.48	Winterizing supplies	1070300 - PARKS GROUNDS SUPPLIES
STRINGHAM'S HARDWARE	11/9/2023	\$14.99	Absorbent	5440240 - SUPPLIES
STRINGHAM'S HARDWARE	11/9/2023	\$28.47	Hardware	5140240 - SUPPLIES
STRINGHAM'S HARDWARE	11/9/2023	\$25.47	Zip Ties	6740240 - SUPPLIES
STRINGHAM'S HARDWARE	11/9/2023	\$35.47	Batteries for hand recorder City Council chambers clock remote	1043240 - SUPPLIES
STRINGHAM'S HARDWARE	11/9/2023	\$10.04	Hardware	1070300 - PARKS GROUNDS SUPPLIES
STRINGHAM'S HARDWARE	11/9/2023	\$26.97	Door Stops for City hall	6740300 - BUILDINGS & GROUNDS MAINTENANCE
STRINGHAM'S HARDWARE	11/9/2023	\$24.98	Archery Course Sign Materials	6640720 - RAP TAX EXPENSE
STRINGHAM'S HARDWARE	11/9/2023	\$25.98	Caution tape	1070300 - PARKS GROUNDS SUPPLIES
STRINGHAM'S HARDWARE	11/9/2023	\$18.47	Museum roof	1051300 - BUILDINGS & GROUND MAINTENANCE
STRINGHAM'S HARDWARE	11/9/2023	\$23.95	Rap Tax flooring project	6640720 - RAP TAX EXPENSE
STRINGHAM'S HARDWARE	11/9/2023	\$10.28	Paint samplese	4140707 - PUBLIC SAFETY BUILDING REMODEL
STRINGHAM'S HARDWARE	11/9/2023	\$13.78	liquid nail and hardware	1060240 - SUPPLIES
STRINGHAM'S HARDWARE	11/9/2023	\$72.97	Supplies for traffic counter	1060240 - SUPPLIES
STRINGHAM'S HARDWARE	11/9/2023	\$3.00	Anchors for traffic counter	1060240 - SUPPLIES
STRINGHAM'S HARDWARE	11/9/2023	\$63.95	Cleaning supplies	1051240 - SUPPLIES
STRINGHAM'S HARDWARE	11/9/2023	\$54.47	Flashlight	1070300 - PARKS GROUNDS SUPPLIES
STRINGHAM'S HARDWARE	11/9/2023	\$34.90	Boot scrapers for new building	1051240 - SUPPLIES
STRINGHAM'S HARDWARE	11/9/2023	\$88.64	Winterization supplies	1070300 - PARKS GROUNDS SUPPLIES
STRINGHAM'S HARDWARE	11/9/2023	\$15.98	wiring for trucks	1060250 - EQUIPMENT MAINTENANCE
STRINGHAM'S HARDWARE	11/9/2023	\$48.98	Kerosene for pressure washer	1060240 - SUPPLIES
STRINGHAM'S HARDWARE	11/9/2023	\$12.99	Velcro tape	5140240 - SUPPLIES
STRINGHAM'S HARDWARE	11/9/2023	\$41.99	Slotted key	5140240 - SUPPLIES
STRINGHAM'S HARDWARE	11/9/2023	\$1.22	hardware	5140240 - SUPPLIES
STRINGHAM'S HARDWARE	11/9/2023	\$4.29	Plumbing parts	1070300 - PARKS GROUNDS SUPPLIES
STRINGHAM'S HARDWARE	11/9/2023	\$20.99	Batteries for locator	5140240 - SUPPLIES
STRINGHAM'S HARDWARE	11/9/2023	\$446.11	UCMRS testing	5140310 - PROFESSIONAL & TECHNICAL SVCS
STRINGHAM'S HARDWARE	11/9/2023	\$15.49	Lock for HVAC gate	1051300 - BUILDINGS & GROUND MAINTENANCE
STRINGHAM'S HARDWARE	11/9/2023	\$42.14	lock for spring line gate	5140240 - SUPPLIES
STRINGHAM'S HARDWARE	11/9/2023	\$13.75	Pad lock	1070300 - PARKS GROUNDS SUPPLIES
STRINGHAM'S HARDWARE	12/7/2023	\$7.57	Water parts	5140240 - SUPPLIES
STRINGHAM'S HARDWARE	12/7/2023	\$13.97	Sign hardware	6740240 - SUPPLIES
STRINGHAM'S HARDWARE	12/7/2023	\$12.98	Fuse for snowplow	1060240 - SUPPLIES
STRINGHAM'S HARDWARE	12/7/2023	\$22.97	Batteries & Command Hooks	1068240 - SUPPLIES
STRINGHAM'S HARDWARE	12/7/2023	\$5.49	SUPPLIES WATER DEPARTMENT	5140240 - SUPPLIES
STRINGHAM'S HARDWARE	12/7/2023	\$4.29	9 volt battery	1070300 - PARKS GROUNDS SUPPLIES

STRINGHAM'S HARDWARE	12/7/2023	\$96.99	Tools for water truck	1070300 - PARKS GROUNDS SUPPLIES
STRINGHAM'S HARDWARE	12/7/2023	\$95.87	Gloves and welding supplies for shop	5140240 - SUPPLIES
STRINGHAM'S HARDWARE	12/7/2023	\$28.47	Files for parks truck	1070300 - PARKS GROUNDS SUPPLIES
STRINGHAM'S HARDWARE	12/7/2023	\$40.46	Hardware	1070300 - PARKS GROUNDS SUPPLIES
STRINGHAM'S HARDWARE	12/7/2023	\$26.48	Supplies for Cemetery well	5140240 - SUPPLIES
STRINGHAM'S HARDWARE	12/7/2023	\$10.47	Hardware	1070300 - PARKS GROUNDS SUPPLIES
STRINGHAM'S HARDWARE	12/7/2023	\$41.94	Painting supplies	1070300 - PARKS GROUNDS SUPPLIES
STRINGHAM'S HARDWARE	12/7/2023	\$4.00	Paint for trailer	1070300 - PARKS GROUNDS SUPPLIES
STRINGHAM'S HARDWARE	12/7/2023	\$17.98	Pipe for PI nipples	5440240 - SUPPLIES
STRINGHAM'S HARDWARE	12/7/2023	\$8.58	Parts for lighting displays	1051480 - CHRISTMAS LIGHTS
STRINGHAM'S HARDWARE	12/7/2023	\$28.99	Tarp for leaves	1070300 - PARKS GROUNDS SUPPLIES
STRINGHAM'S HARDWARE	12/7/2023	\$10.99	Key tags for shop	5140240 - SUPPLIES
STRINGHAM'S HARDWARE	12/7/2023	\$37.45	Cable ties for displays	1051480 - CHRISTMAS LIGHTS
STRINGHAM'S HARDWARE	12/7/2023	\$1.29	Parts for light in closet PS	1051300 - BUILDINGS & GROUND MAINTENANCE
STRINGHAM'S HARDWARE	12/7/2023	\$10.98	Tool for shop	5140240 - SUPPLIES
STRINGHAM'S HARDWARE	12/7/2023	\$19.24	butt connectors for shop	1060240 - SUPPLIES
STRINGHAM'S HARDWARE	12/7/2023	\$29.97	Watch batteries for handgun	1054240 - SUPPLIES
STRINGHAM'S HARDWARE	12/7/2023	\$16.98	USB Cable for charging hotspot	1054240 - SUPPLIES
STRINGHAM'S HARDWARE	12/7/2023	\$18.99	Bug spray for public works building	1051240 - SUPPLIES
STRINGHAM'S HARDWARE	12/7/2023	\$5.78	Funnels	1051240 - SUPPLIES
STRINGHAM'S HARDWARE	12/7/2023	\$31.95	Turnout Storage Supplies	7657240 - FIRE - SUPPLIES
STRINGHAM'S HARDWARE	12/7/2023	\$9.99	Air hose fittings	1060240 - SUPPLIES
STRINGHAM'S HARDWARE	12/7/2023	\$49.99	Shop Vac for shop	5140240 - SUPPLIES
STRINGHAM'S HARDWARE	12/7/2023	\$19.99	Tools for water truck	5140240 - SUPPLIES
STRINGHAM'S HARDWARE	12/7/2023	\$2.95	Hardware	1060240 - SUPPLIES
STRINGHAM'S HARDWARE	12/7/2023	\$4.27	Christmas lighting	1051480 - CHRISTMAS LIGHTS
STRINGHAM'S HARDWARE	12/7/2023	\$19.99	Thermostat for SR well	5140240 - SUPPLIES
STRINGHAM'S HARDWARE	12/7/2023	\$17.98	Timer for Christmas lights	1051480 - CHRISTMAS LIGHTS
STRINGHAM'S HARDWARE	12/7/2023	\$137.98	Coving for well house	5140240 - SUPPLIES
STRINGHAM'S HARDWARE	12/7/2023	\$292.38	Snow Shovels and buckets for buildings	1051240 - SUPPLIES
STRINGHAM'S HARDWARE	12/7/2023	\$2.10	Hardware	1070300 - PARKS GROUNDS SUPPLIES
STRINGHAM'S HARDWARE	12/7/2023	\$16.96	Hardware for Christmas lights	1051480 - CHRISTMAS LIGHTS
STRINGHAM'S HARDWARE	12/7/2023	\$10.99	Cutting oil	5240240 - SUPPLIES
STRINGHAM'S HARDWARE	12/7/2023	\$23.56	Parts for Christmas lights	1051480 - CHRISTMAS LIGHTS
STRINGHAM'S HARDWARE	12/7/2023	\$30.56	Paint for trailer	1070300 - PARKS GROUNDS SUPPLIES
STRINGHAM'S HARDWARE	12/7/2023	\$29.96	Paint for trailers	1070300 - PARKS GROUNDS SUPPLIES
STRINGHAM'S HARDWARE	12/7/2023	\$7.29	Paint	5140240 - SUPPLIES
STRINGHAM'S HARDWARE	12/7/2023	\$22.86	Cleaning supplies	1051240 - SUPPLIES
STRINGHAM'S HARDWARE	12/7/2023	\$8.49	power steering fluid	1060240 - SUPPLIES
STRINGHAM'S HARDWARE	12/7/2023	\$21.99	Gloves for Van	1060350 - SAFETY & PPE
STRINGHAM'S HARDWARE	12/7/2023	\$15.99	Pipe cutter for WRF	5240550 - WRF - EQUIPMENT MAINTENANCE
STRINGHAM'S HARDWARE	12/7/2023	\$10.99	Rust inhibitor for snowplows	1060240 - SUPPLIES
STRINGHAM'S HARDWARE	12/7/2023	\$11.48	caulk gun and liquid nail	1070300 - PARKS GROUNDS SUPPLIES
STRINGHAM'S HARDWARE	12/7/2023	\$3.98	hardware	5140240 - SUPPLIES
STRINGHAM'S HARDWARE	12/7/2023	\$30.99	Stud sensor to hang TV's	1051240 - SUPPLIES
STRINGHAM'S HARDWARE	12/7/2023	\$33.44	Items for Turnout Storage	7657240 - FIRE - SUPPLIES
STRINGHAM'S HARDWARE	12/7/2023	\$30.99	Grout for sump 150 West 400 South	1060240 - SUPPLIES
STRINGHAM'S HARDWARE	12/7/2023	\$2.79	strap	5240240 - SUPPLIES
STRINGHAM'S HARDWARE	12/7/2023	\$26.97	Tool and supplies for Christmas lights	1051480 - CHRISTMAS LIGHTS
STRINGHAM'S HARDWARE	12/7/2023	\$36.27	Paint supplies for Cemetery well	5140240 - SUPPLIES
STRINGHAM'S HARDWARE	12/7/2023	\$4.99	Antifreeze for water truck	1060250 - EQUIPMENT MAINTENANCE
STRINGHAM'S HARDWARE	12/7/2023	\$6.58	Bulbs for displays	1051480 - CHRISTMAS LIGHTS
STRINGHAM'S HARDWARE	12/7/2023	\$43.63	Cable ties for displays	1051480 - CHRISTMAS LIGHTS
STRINGHAM'S HARDWARE	12/7/2023	\$38.99	Marking wand for bluestakes	5140240 - SUPPLIES
STRINGHAM'S HARDWARE	12/7/2023	\$6.29	Batteries for shop flashlight	5140240 - SUPPLIES
STRINGHAM'S HARDWARE	12/7/2023	\$19.92	Paint supplies for Cemetery well	5140240 - SUPPLIES
STRINGHAM'S HARDWARE	12/7/2023	\$24.98	Tools for shop	5140240 - SUPPLIES
STRINGHAM'S HARDWARE	12/7/2023	\$28.47	Gloves for Willy	5240350 - SAFETY & PPE
STRINGHAM'S HARDWARE	12/7/2023	\$2.39	sign bolts	6740240 - SUPPLIES
STRINGHAM'S HARDWARE	12/7/2023	-\$47.20	Shop Vac for shop (return)	5140240 - SUPPLIES
STRINGHAM'S HARDWARE	12/7/2023	\$8.99	String of Lights for Office Tree	1043240 - SUPPLIES
STRINGHAM'S HARDWARE	12/7/2023	\$10.78	Bushings for permeate pumps	5240550 - WRF - EQUIPMENT MAINTENANCE
STRINGHAM'S HARDWARE	12/7/2023	\$1.77	Hardware	1070300 - PARKS GROUNDS SUPPLIES
STRINGHAM'S HARDWARE	12/7/2023	\$8.58	Soap for shop	5440240 - SUPPLIES
STRINGHAM'S HARDWARE	12/7/2023	\$29.27	Hardware for Christmas lights	1051480 - CHRISTMAS LIGHTS
STRINGHAM'S HARDWARE	12/7/2023	\$5.06	Hardware for Christmas displays	1051480 - CHRISTMAS LIGHTS

STRINGHAM'S HARDWARE	12/7/2023	\$28.97	Timer for Christmas lights	1051480 - CHRISTMAS LIGHTS
STRINGHAM'S HARDWARE	12/7/2023	\$7.76	Christmas lights	1051480 - CHRISTMAS LIGHTS
STRINGHAM'S HARDWARE	12/7/2023	\$2.46	Hardware	1070300 - PARKS GROUNDS SUPPLIES
STRINGHAM'S HARDWARE	12/7/2023	\$28.28	Screws and level	1070300 - PARKS GROUNDS SUPPLIES
STRINGHAM'S HARDWARE	12/7/2023	\$74.92	Holly Events Supplies	6240251 - COMMUNITY EVENTS EXPENSE
STRINGHAM'S HARDWARE	12/7/2023	\$13.16	senior building keys	6740300 - BUILDINGS & GROUNDS MAINTENANCE
		\$4,317.52		
T-MOBILE	12/8/2023	-\$30.82	Credit for Gregg Hiatt Phone	5240280 - TELEPHONE
T-MOBILE	12/8/2023	\$72.29	Jared Shepherd Phone	1068280 - TELEPHONE
		\$41.47		
THATCHER COMPANY	11/9/2023	\$1,774.50	T-chlor	5240510 - WRF - CHEMICAL SUPPLIES
THATCHER COMPANY	11/9/2023	-\$250.00	tote return	5240510 - WRF - CHEMICAL SUPPLIES
THATCHER COMPANY	12/7/2023	\$7,168.20	Chemicals for recovery cleans	5240510 - WRF - CHEMICAL SUPPLIES
THATCHER COMPANY	12/7/2023	-\$500.00	Tote return	5240510 - WRF - CHEMICAL SUPPLIES
THATCHER COMPANY	12/13/2023	\$1,961.80	Chemicals for recovery cleans	5240510 - WRF - CHEMICAL SUPPLIES
THATCHER COMPANY	12/13/2023	-\$250.00	tote return	5240510 - WRF - CHEMICAL SUPPLIES
		\$9,904.50		
THE HARTFORD	12/12/2023	\$3,639.22	Life, ADD, LTD & Sup Life - November 2023	1022504 - LIFE/ADD
THE HARTFORD	12/15/2023	\$3,695.14	Life, ADD, LTD & Sup Life - December 2023	1022504 - LIFE/ADD
		\$7,334.36		
THOMSON REUTERS - WEST	11/15/2023	\$261.08	CLEAR Subscription- Oct 2023	1054311 - PROFESSIONAL & TECHNICAL
THOMSON REUTERS - WEST	12/7/2023	\$261.08	CLEAR Subscription November 2023	1054311 - PROFESSIONAL & TECHNICAL
		\$522.16		
TOWN OF GENOLA	11/9/2023	\$850.99	Genola Court - State Debt Collection to 9/30/2023	1035110 - COURT FINES
TOWN OF GENOLA	11/15/2023	\$2,835.52	Genola Court Fines - October 2023	1022430 - COURT FINES AND FORFEITURES
TOWN OF GENOLA	12/13/2023	\$3,401.16	Genola Court Fines - November 2023	1022430 - COURT FINES AND FORFEITURES
		\$7,087.67		
TOWN OF GOSHEN	11/9/2023	\$132.42	Goshen Court - State Debt Collection to 9/30/2023	1035110 - COURT FINES
TOWN OF GOSHEN	11/15/2023	\$307.45	Goshen Court Fines - October 2023	1022430 - COURT FINES AND FORFEITURES
TOWN OF GOSHEN	12/13/2023	\$1,063.94	Goshen Court Fines - November 2023	1022430 - COURT FINES AND FORFEITURES
		\$1,503.81		
TRYON, ERIK	11/9/2023	\$1,511.20	Martial Arts Contract Pay	6840120 - SALARIES & WAGES (PART TIME)
TRYON, ERIK	12/7/2023	\$1,511.20	Erik Contract Pay	6840120 - SALARIES & WAGES (PART TIME)
		\$3,022.40		
TWIN D" INC"	12/7/2023	\$24,671.78	Sewer line cleaning and video inspection.	5240325 - SEWER LINE CLEANOUT EXPENSE
TWO TWENTY TEES	11/9/2023	\$960.00	Cheer Tank Tops	6840807 - TUMBLING/GYMNASTICS
ULINE	11/9/2023	\$157.75	Fence Post Return Shipping	6640720 - RAP TAX EXPENSE
UPPER CASE PRINTING	11/9/2023	\$2,577.44	Billing Supplies	5140241 - UTILITY BILLING PROCESSING FEES
UPPER CASE PRINTING	11/9/2023	\$2,577.44	Billing Supplies	5240241 - UTILITY BILLING PROCESSING FEES
UPPER CASE PRINTING	11/9/2023	\$2,577.57	Billing Supplies	5440241 - UTILITY BILLING PROCESSING FEES
UPPER CASE PRINTING	11/9/2023	\$159.86	Newsletter	5140241 - UTILITY BILLING PROCESSING FEES
UPPER CASE PRINTING	11/9/2023	\$159.87	Newsletter	5240241 - UTILITY BILLING PROCESSING FEES
UPPER CASE PRINTING	11/9/2023	\$159.87	Newsletter	5440241 - UTILITY BILLING PROCESSING FEES
UPPER CASE PRINTING	12/7/2023	\$159.13	Newsletter & Rec Flyer	5240241 - UTILITY BILLING PROCESSING FEES
UPPER CASE PRINTING	12/7/2023	\$159.14	Newsletter & Rec Flyer	5140241 - UTILITY BILLING PROCESSING FEES
UPPER CASE PRINTING	12/7/2023	\$159.15	Newsletter & Rec Flyer	5440241 - UTILITY BILLING PROCESSING FEES
		\$8,689.47		
USDA FOREST SERVICE	11/22/2023	\$1,978.21	Lease for spring line	5140240 - SUPPLIES
USDA FOREST SERVICE	11/22/2023	\$1,978.22	Lease for spring line	5440240 - SUPPLIES
		\$3,956.43		
UTAH CONTAINER & TANK, LLC	11/15/2023	\$4,500.00	Storage container for Firearms	1054702 - COMM ON CRIM & JUV JUST -CCJ
UTAH COUNTY AUDITOR - ACCOUNTS RECEIVABLE	12/13/2023	\$3,589.58	Victim Advocate Services Oct-Dec 2023	1054311 - PROFESSIONAL & TECHNICAL

UTAH COUNTY HEALTH DEPARTMENT	12/13/2023	\$126.00	Hepatitis Vaccination for Richard Bettis	5240240 - SUPPLIES
UTAH COUNTY HEALTH DEPARTMENT	12/13/2023	\$240.00	Concessions Stand County Food Permit	6140484 - SNACK SHACK FOOD
		\$366.00		
UTAH COUNTY LODGE #31	11/10/2023	\$198.00	FOP Dues (Ut County Lodge #31)	1022425 - FOP DUES
UTAH COUNTY LODGE #31	11/24/2023	\$198.00	FOP Dues (Ut County Lodge #31)	1022425 - FOP DUES
UTAH COUNTY LODGE #31	12/8/2023	\$198.00	FOP Dues (Ut County Lodge #31)	1022425 - FOP DUES
		\$594.00		
UTAH FIRE PREVENTION	12/7/2023	\$1,307.50	Baseball Concession Stand Fire Protection Improvements	6640720 - RAP TAX EXPENSE
UTAH LAKE DISTRIBUTING CO.	11/15/2023	\$3,790.00	Assessment for 63 shares @ \$60 ea. plus \$10 assessment fees	5440253 - WATER ASSESSMENTS
UTAH LAKE DISTRIBUTING CO.	11/15/2023	\$2,410.00	40 Shares @ \$60 + \$10.00 Assessment Fee	5440253 - WATER ASSESSMENTS
		\$6,200.00		
UTAH STATE DIVISION OF FINANCE	12/14/2023	\$9,000.00	Interest - 2011B Sewer Revenue Bond	5240820 - DEBT SERVICE - INTEREST
UTAH STATE DIVISION OF FINANCE	12/14/2023	\$27,420.00	Interest - 2011A-1 Sewer Revenue Bond	5240820 - DEBT SERVICE - INTEREST
UTAH STATE DIVISION OF FINANCE	12/14/2023	\$348,000.00	Principal - 2011A-1 Sewer Revenue Bond	522535.2 - 2011A-1 Sewer Revenue Bond repaid
UTAH STATE DIVISION OF FINANCE	12/14/2023	\$0.01	Interest - 2011 A-1 Sewer Revenue Bond	5240820 - DEBT SERVICE - INTEREST
UTAH STATE DIVISION OF FINANCE	11/15/2023	\$4,530.32	Principal - 2011A-2 Sewer Revenue	522540.2 - 2011A-2 Sewer Revenue Bond repaid
UTAH STATE DIVISION OF FINANCE	11/15/2023	\$6,040.68	Interest - 2011A-2 Sewer Revenue	5240820 - DEBT SERVICE - INTEREST
UTAH STATE DIVISION OF FINANCE	12/15/2023	\$4,541.64	Principal - 2011A-2 Sewer Revenue	522540.2 - 2011A-2 Sewer Revenue Bond repaid
UTAH STATE DIVISION OF FINANCE	12/15/2023	\$6,029.36	Interest - 2011A-2 Sewer Revenue	5240820 - DEBT SERVICE - INTEREST
		\$405,562.01		
UTAH STATE RETIREMENT	11/9/2023	\$5.00	Traditional IRA	1022300 - RETIREMENT PAYABLE
UTAH STATE RETIREMENT	11/9/2023	\$387.01	Retirement Loan Payment	1022325 - RETIREMENT LOAN PAYMENT
UTAH STATE RETIREMENT	11/9/2023	\$1,065.00	Roth IRA	1022300 - RETIREMENT PAYABLE
UTAH STATE RETIREMENT	11/9/2023	\$1,078.37	457	1022300 - RETIREMENT PAYABLE
UTAH STATE RETIREMENT	11/9/2023	\$1,142.43	401K - Tier 1 Parity	1022300 - RETIREMENT PAYABLE
UTAH STATE RETIREMENT	11/9/2023	\$4,933.52	401K	1022300 - RETIREMENT PAYABLE
UTAH STATE RETIREMENT	11/9/2023	\$25,766.08	Retirement	1022300 - RETIREMENT PAYABLE
UTAH STATE RETIREMENT	11/21/2023	\$5.00	Traditional IRA	1022300 - RETIREMENT PAYABLE
UTAH STATE RETIREMENT	11/21/2023	\$387.01	Retirement Loan Payment	1022325 - RETIREMENT LOAN PAYMENT
UTAH STATE RETIREMENT	11/21/2023	\$1,065.00	Roth IRA	1022300 - RETIREMENT PAYABLE
UTAH STATE RETIREMENT	11/21/2023	\$1,085.21	457	1022300 - RETIREMENT PAYABLE
UTAH STATE RETIREMENT	11/21/2023	\$1,186.21	401K - Tier 1 Parity	1022300 - RETIREMENT PAYABLE
UTAH STATE RETIREMENT	11/21/2023	\$5,052.07	401K	1022300 - RETIREMENT PAYABLE
UTAH STATE RETIREMENT	11/21/2023	\$26,243.75	Retirement	1022300 - RETIREMENT PAYABLE
UTAH STATE RETIREMENT	12/6/2023	\$5.00	Traditional IRA	1022300 - RETIREMENT PAYABLE
UTAH STATE RETIREMENT	12/6/2023	\$359.00	Retirement Loan Payment	1022325 - RETIREMENT LOAN PAYMENT
UTAH STATE RETIREMENT	12/6/2023	\$1,035.00	Roth IRA	1022300 - RETIREMENT PAYABLE
UTAH STATE RETIREMENT	12/6/2023	\$1,077.80	457	1022300 - RETIREMENT PAYABLE
UTAH STATE RETIREMENT	12/6/2023	\$1,302.44	401K - Tier 1 Parity	1022300 - RETIREMENT PAYABLE
UTAH STATE RETIREMENT	12/6/2023	\$4,669.62	401K	1022300 - RETIREMENT PAYABLE
UTAH STATE RETIREMENT	12/6/2023	\$26,444.87	Retirement	1022300 - RETIREMENT PAYABLE
		\$104,295.39		
UTAH STATE TAX COMMISSION	11/28/2023	\$8,786.36	State Income Tax	1022230 - STATE WITHHOLDING PAYABLE
UTAH STATE TAX COMMISSION	11/28/2023	\$7,298.58	State Income Tax	1022230 - STATE WITHHOLDING PAYABLE
		\$16,084.94		
UTAH STATE TREASURER	11/15/2023	\$6,837.53	Santaquin Court Fines - October 2023	1042610 - STATE RESTITUTION
UTAH STATE TREASURER	12/13/2023	\$7,223.29	Santaquin Court Fines - November 2023	1042610 - STATE RESTITUTION
		\$14,060.82		
UTAH VALLEY UNIVERSITY	12/13/2023	\$1,700.00	Miss. Santaquin Scholarship for Arzadia	6440300 - MISS SANTAQUIN SCHOLARSHIP
UTAH VETERINARY DIAGNOSTIC LAB	12/13/2023	\$120.00	Evidence Incineration	1054311 - PROFESSIONAL & TECHNICAL
VERIZON WIRELESS	12/7/2023	\$76.20	Callaway Park, Summit Ridge Park	5140240 - SUPPLIES
VERIZON WIRELESS	12/7/2023	\$465.78	Police Phones	1054280 - TELEPHONE
VERIZON WIRELESS	12/7/2023	\$680.25	Police Jetpacks	1054340 - CENTRAL DISPATCH FEES
VERIZON WIRELESS	12/7/2023	\$130.32	Fire/EMS Phones	7657280 - TELEPHONE
VERIZON WIRELESS	12/7/2023	\$120.03	Comm Dev Jetpacks	1068280 - TELEPHONE

VERIZON WIRELESS	12/7/2023	\$40.01	GPS Data Collector	1048280 - TELEPHONE
VERIZON WIRELESS	12/7/2023	\$175.59	Pub Works PI Monitors	5140240 - SUPPLIES
		\$1,688.18		
VICTOR, AMANDA	12/13/2023	\$38.92	Reimbursement for Amanda Victor	6240251 - COMMUNITY EVENTS EXPENSE
WALL CONSULTANT GROUP	12/7/2023	\$9,111.25	Progress paymen on MAG funded grid network study	4540210 - PROFESSIONAL SERVICES
WALMART BRC - GE CAPITAL RETAIL BANK	11/30/2023	\$16.72	SENIOR LUNCH	7540480 - FOOD
WALMART BRC - GE CAPITAL RETAIL BANK	11/30/2023	\$21.17	SENIOR LUNCH	7540480 - FOOD
WALMART BRC - GE CAPITAL RETAIL BANK	11/30/2023	\$23.13	CRAFT CLASS HARVEST KNOME	6840730 - ADULT ENRICHMENT
WALMART BRC - GE CAPITAL RETAIL BANK	11/30/2023	\$23.88	PAPER PLATES	7540240 - SUPPLIES
WALMART BRC - GE CAPITAL RETAIL BANK	11/30/2023	\$56.28	SENIOR LUNCH	7540480 - FOOD
WALMART BRC - GE CAPITAL RETAIL BANK	11/30/2023	\$111.96	SENIOR LUNCH	7540480 - FOOD
WALMART BRC - GE CAPITAL RETAIL BANK	11/30/2023	\$118.90	SENIOR LUNCH	7540480 - FOOD
		\$372.04		
WAXIE SANITARY SUPPLY	11/9/2023	\$2,696.16	Rugs for new city hall	4140704-003 - NEW CITY HALL - FF&E
WAXIE SANITARY SUPPLY	11/15/2023	\$111.83	Cleaning supplies	1051240 - SUPPLIES
		\$2,807.99		
WESTPRO, INC - WESTERN PROMOTIONAL SPORTWEAR, INC	11/22/2023	\$190.00	Tactical Polo Uniform Shirts for Bell/Tipler/Hooser	1054240 - SUPPLIES
WILKINSONS TROPHY AND ATHLETICS	11/15/2023	\$47.13	Judy Robbins Retirement Plaque	6740230 - EDUCATION, TRAINING, & TRAVEL
WORKSPACE ELEMENTS	11/15/2023	\$50,000.00	Final Payment for Office Furniture - Held due to issue with fabric on chairs	4140704-003 - NEW CITY HALL - FF&E
WORTHEN, JENNA	11/9/2023	\$96.00	Per Diem for ULEAP Conference	1054230 - EDUCATION, TRAINING & TRAVEL
WPA ARCHITECTURE, PC	11/15/2023	\$165.00	Progress payment on Station 142 Concept Design by WPA.	5840725 - STATION 142 PROJECT
XPRESS BILL PAY	11/6/2023	\$827.64	Credit Card Processing Fees - Oct 2023	5440241 - UTILITY BILLING PROCESSING FEES
XPRESS BILL PAY	11/6/2023	\$827.65	Credit Card Processing Fees - Oct 2023	5140241 - UTILITY BILLING PROCESSING FEES
XPRESS BILL PAY	11/6/2023	\$827.65	Credit Card Processing Fees - Oct 2023	5240241 - UTILITY BILLING PROCESSING FEES
		\$2,482.94		
ZIONS BANK PUBLIC FINANCE	12/13/2023	\$500.00	Continuing Disclosure Fee - City Hall Bond	1089830 - DEBT SERVICE AGENT FEES - 2020 Sales Tax Rev Bonds
ZIONS BANK-CASH	11/30/2023	\$200.00	Start up cash for New Employee	1043240 - SUPPLIES
ZIONS BANK-CASH	11/30/2023	\$500.00	Sub for Santa donation from Pacificorp - Cash	1022450-018 - CHRISTMAS - SUB FOR SANTA DONATIONS
		\$700.00		
ZIONS BANK-SANTAQUIN-CC-AMALIE OTTLEY	11/10/2023	\$1.50	Utah County Recorders Office CC fee for recording document	1043220 - NOTICES,ORDINANCES,PUBLICATION
ZIONS BANK-SANTAQUIN-CC	11/10/2023	\$8.22	McDonalds - mayor lunch meeting	1041610 - OTHER SERVICES
ZIONS BANK-SANTAQUIN-CC	11/10/2023	\$12.56	Walmart - candy/treats for City Council meetings, Employee of the Month Gift basket	1041610 - OTHER SERVICES
ZIONS BANK-SANTAQUIN-CC	11/10/2023	\$40.00	Utah County Recorders Office - fees for Hales Development Agreement	1043220 - NOTICES,ORDINANCES,PUBLICATION
ZIONS BANK-SANTAQUIN-CC	11/10/2023	\$43.20	Walmart - candy/treats for City Council meetings, Employee of the Month Gift basket	1043480 - EMPLOYEE RECOGNITIONS
ZIONS BANK-SANTAQUIN-CC	11/10/2023	\$55.46	Maceys - treats & drinks for upcoming City Council meetings.	1041610 - OTHER SERVICES
ZIONS BANK-SANTAQUIN-CC	11/10/2023	\$61.03	Maceys - drinks for council meetings, plates, napkins, water	1041610 - OTHER SERVICES
ZIONS BANK-SANTAQUIN-CC	11/10/2023	\$194.69	Chilis - dinner 10/03 City Council meeting	1041610 - OTHER SERVICES
ZIONS BANK-SANTAQUIN-CC-DAN OLSON	11/10/2023	\$23.84	Kars Food And Fuel - Business Lunch (\$F Sourdough)	1041610 - OTHER SERVICES
ZIONS BANK-SANTAQUIN-CC-FIRE DEPARTMENT	11/10/2023	-\$49.15	Credit Voucher Magnum Electronics Inc Battery Charger credit for sales tax	7657250 - FIRE - EQUIPMENT MAINTENANCE
ZIONS BANK-SANTAQUIN-CC	11/10/2023	-\$33.98	Credit Voucher Amazon.Com DEF Cap that was returned	7657250 - FIRE - EQUIPMENT MAINTENANCE
ZIONS BANK-SANTAQUIN-CC	11/10/2023	\$33.98	Amazon.Com*t951h07k2 DEF Cap E-145	7657250 - FIRE - EQUIPMENT MAINTENANCE
ZIONS BANK-SANTAQUIN-CC	11/10/2023	\$49.12	Amzn Mktp Us Draw string bags for FPW coloring contest winners	7657243 - FIRE PREVENTION
ZIONS BANK-SANTAQUIN-CC	11/10/2023	\$118.45	Amzn Mktp Us SCBA MASK BAGS	7657240 - FIRE - SUPPLIES
ZIONS BANK-SANTAQUIN-CC	11/10/2023	\$145.27	Ups shipping label for Full Body VacSplints	7657242 - EMS - SUPPLIES
ZIONS BANK-SANTAQUIN-CC	11/10/2023	\$186.58	Govdeals 2 new full body vac splints	7657242 - EMS - SUPPLIES
ZIONS BANK-SANTAQUIN-CC	11/10/2023	\$230.00	Lynn Card Company Dept Thank You, and Christmas Cards	7657242 - EMS - SUPPLIES
ZIONS BANK-SANTAQUIN-CC	11/10/2023	\$333.64	Amzn Mktp Us Dry decking for Tender 141 Bins	7657250 - FIRE - EQUIPMENT MAINTENANCE
ZIONS BANK-SANTAQUIN-CC	11/10/2023	\$659.95	Firepenny Kusmaul inverter E145	7657250 - FIRE - EQUIPMENT MAINTENANCE
ZIONS BANK-SANTAQUIN-CC	11/10/2023	\$747.47	Magnum Electronics Inc Battery charger for radios E145	7657250 - FIRE - EQUIPMENT MAINTENANCE
ZIONS BANK-SANTAQUIN-CC-HATTIE ROWBURY	11/10/2023	-\$157.56	Dollar Tree - Items were returned	6840730 - ADULT ENRICHMENT
ZIONS BANK-SANTAQUIN-CC	11/10/2023	-\$27.45	Dollar Tree - Items were returned	6840730 - ADULT ENRICHMENT
ZIONS BANK-SANTAQUIN-CC	11/10/2023	\$3.83	Facebook - paid social media ad for spooky night at the museum	6340240 - SUPPLIES
ZIONS BANK-SANTAQUIN-CC	11/10/2023	\$6.16	Family Dollar - supplies for start smart sports class	6840725 - YOUTH ENRICHMENT

ZIONS BANK-SANTAQUIN-CC	11/10/2023	\$7.48	Maceys - supplies for start smart sports	6840725 - YOUTH ENRICHMENT
ZIONS BANK-SANTAQUIN-CC	11/10/2023	\$9.94	Walmart - spooky night at the museum	6340240 - SUPPLIES
ZIONS BANK-SANTAQUIN-CC	11/10/2023	\$13.62	Little Ceasers - Pizza for Friday night spooky night at the museum concessions	6340240 - SUPPLIES
ZIONS BANK-SANTAQUIN-CC	11/10/2023	\$14.88	Walmart - office supplies	6740240 - SUPPLIES
ZIONS BANK-SANTAQUIN-CC	11/10/2023	\$15.78	Maceys - 2 bags of popcorn for teen movie	6240251 - COMMUNITY EVENTS EXPENSE
ZIONS BANK-SANTAQUIN-CC	11/10/2023	\$17.36	Walmart - Program and first aide supplies for city hall and rec building	6840725 - YOUTH ENRICHMENT
ZIONS BANK-SANTAQUIN-CC	11/10/2023	\$19.96	Walmart - Movie for Teen Movie Night	6240251 - COMMUNITY EVENTS EXPENSE
ZIONS BANK-SANTAQUIN-CC	11/10/2023	\$20.26	Walmart - dum dums and hostess cakes for spooky night at the museum	6340240 - SUPPLIES
ZIONS BANK-SANTAQUIN-CC	11/10/2023	\$26.91	Facebook - paid social media ad for spooky night at the museum	6340240 - SUPPLIES
ZIONS BANK-SANTAQUIN-CC	11/10/2023	\$43.56	Amazon - Mommy and Me yoga supplies	6840725 - YOUTH ENRICHMENT
ZIONS BANK-SANTAQUIN-CC	11/10/2023	\$43.92	Amazon - decals that say recreation for city vehicles	6740240 - SUPPLIES
ZIONS BANK-SANTAQUIN-CC	11/10/2023	\$44.10	Walmart - Program and first aide supplies for city hall and rec building	6340240 - SUPPLIES
ZIONS BANK-SANTAQUIN-CC	11/10/2023	\$55.04	Walmart - supplies for start smart sports class	6840725 - YOUTH ENRICHMENT
ZIONS BANK-SANTAQUIN-CC	11/10/2023	\$70.79	Back 40 Entertainment - tickets for the youth city council to go to the red barn	1041670 - YOUTH CITY COUNCIL EXPENSES
ZIONS BANK-SANTAQUIN-CC	11/10/2023	\$102.94	Amazon - office supplies	6740240 - SUPPLIES
ZIONS BANK-SANTAQUIN-CC	11/10/2023	\$134.66	Walmart - dum dums and hostess cakes for spooky night @ museum	6340240 - SUPPLIES
ZIONS BANK-SANTAQUIN-CC	11/10/2023	\$166.71	Walmart - Program and first aide supplies for city hall and rec building	6240251 - COMMUNITY EVENTS EXPENSE
ZIONS BANK-SANTAQUIN-CC	11/10/2023	\$173.50	Walmart - Program and first aide supplies for city hall and rec building	6840300 - MISC SUPPLIES
ZIONS BANK-SANTAQUIN-CC	11/10/2023	\$256.96	Amazon - Group fitness fans for dance room	6840800 - AEROBICS
ZIONS BANK-SANTAQUIN-CC-JASON BOND	11/10/2023	\$75.00	2023 Fall UCMA Conference Registration for Jason Bond	1078230 - EDUCATION, TRAINING & TRAVEL
ZIONS BANK-SANTAQUIN-CC	11/10/2023	\$75.00	2023 Fall UCMA Conference Registration for Norm Beagley	1043230 - EDUCATION, TRAINING & TRAVEL
ZIONS BANK-SANTAQUIN-CC	11/10/2023	\$135.00	ICC Certification renewals for Jon Hepworth (âœ€6-10 renewalsâœ€)	1068210 - BOOKS, SUBSCRIPTIONS, MEMBERSH
ZIONS BANK-SANTAQUIN-CC	11/10/2023	\$160.00	ICC Membership for Randy Spadafora	1068210 - BOOKS, SUBSCRIPTIONS, MEMBERSH
ZIONS BANK-SANTAQUIN-CC	11/10/2023	\$230.00	Commercial Plumbing Inspector Exam for Jon Hepworth	1068230 - EDUCATION, TRAINING & TRAVEL
ZIONS BANK-SANTAQUIN-CC	11/10/2023	\$598.02	Peaks Hotel Park City for Stephanie Christensen to go to UBLA Conference	1078230 - EDUCATION, TRAINING & TRAVEL
ZIONS BANK-SANTAQUIN-CC	11/10/2023	\$1,229.55	2021 ICC Building Inspection Books	1068210 - BOOKS, SUBSCRIPTIONS, MEMBERSH
ZIONS BANK-SANTAQUIN-CC	11/10/2023	\$2,081.76	Wholesale Barstool Club - Tables and chairs for employee break room.	4140704-003 - NEW CITY HALL - FF&E
ZIONS BANK-SANTAQUIN-CC	11/10/2023	\$2,220.00	Back 40 Entertainment - Columbus Day Employee Evening Activity at Red Barn Back Forty	1043483 - EMPLOYEE ENGAGEMENT
ZIONS BANK-SANTAQUIN-CC-JASON CALLAWAY	11/10/2023	\$15.77	Tristate Metal Roofing - Parts for museum roof repair	1051300 - BUILDINGS & GROUND MAINTENANCE
ZIONS BANK-SANTAQUIN-CC	11/10/2023	\$25.72	Verizon Wireless - Cover for Gregg Hiatt's new phone	5240240 - SUPPLIES
ZIONS BANK-SANTAQUIN-CC	11/10/2023	\$65.00	Amazon - Floor mats for parks truck	1070300 - PARKS GROUNDS SUPPLIES
ZIONS BANK-SANTAQUIN-CC	11/10/2023	\$85.22	Amazon - New timer for Ahlin Pond bathroom doors	1070300 - PARKS GROUNDS SUPPLIES
ZIONS BANK-SANTAQUIN-CC	11/10/2023	\$109.80	Amazon - Shelving for new city hall (janitorial)	4140704-003 - NEW CITY HALL - FF&E
ZIONS BANK-SANTAQUIN-CC	11/10/2023	\$150.10	Amazon - Seat covers for parks truck	1070300 - PARKS GROUNDS SUPPLIES
ZIONS BANK-SANTAQUIN-CC	11/10/2023	\$194.99	Amazon - Shelving for new city hall (janitorial)	4140704-003 - NEW CITY HALL - FF&E
ZIONS BANK-SANTAQUIN-CC	11/10/2023	\$251.53	Stringhams True Value - Paint for Columbus Day service project	5140240 - SUPPLIES
ZIONS BANK-SANTAQUIN-CC-JENNIFER WAGNER	11/10/2023	\$90.16	Books/supplies for activity kits	7240240 - SUPPLIES
ZIONS BANK-SANTAQUIN-CC	11/10/2023	\$109.82	Office supplies/dvds	7240210 - BOOKS, SUBSCRIPTIONS & MEMBERSHIPS
ZIONS BANK-SANTAQUIN-CC	11/10/2023	\$2.56	Melting choc for teen book club	7240320 - PROGRAMS
ZIONS BANK-SANTAQUIN-CC	11/10/2023	\$4.43	ILL grant	7240760 - OTHER GRANT EXPENSES
ZIONS BANK-SANTAQUIN-CC	11/10/2023	\$4.43	Ill grant	7240760 - OTHER GRANT EXPENSES
ZIONS BANK-SANTAQUIN-CC	11/10/2023	\$6.93	Story time supplies	7240320 - PROGRAMS
ZIONS BANK-SANTAQUIN-CC	11/10/2023	\$8.15	Ill grant	7240760 - OTHER GRANT EXPENSES
ZIONS BANK-SANTAQUIN-CC	11/10/2023	\$8.99	Address stamp	7240240 - SUPPLIES
ZIONS BANK-SANTAQUIN-CC	11/10/2023	\$11.45	Teen and magic treehouse activity & treats/ break room supplies	7240240 - SUPPLIES
ZIONS BANK-SANTAQUIN-CC	11/10/2023	\$11.98	Birthday pencils for story time	7240320 - PROGRAMS
ZIONS BANK-SANTAQUIN-CC	11/10/2023	\$11.99	Kindle book	7240210 - BOOKS, SUBSCRIPTIONS & MEMBERSHIPS
ZIONS BANK-SANTAQUIN-CC	11/10/2023	\$12.07	ILL grant	7240760 - OTHER GRANT EXPENSES
ZIONS BANK-SANTAQUIN-CC	11/10/2023	\$12.58	ILL grant	7240760 - OTHER GRANT EXPENSES
ZIONS BANK-SANTAQUIN-CC	11/10/2023	\$13.29	ILL grant	7240760 - OTHER GRANT EXPENSES
ZIONS BANK-SANTAQUIN-CC	11/10/2023	\$13.80	Cable & wall calendar/ book/ book club books	7240210 - BOOKS, SUBSCRIPTIONS & MEMBERSHIPS
ZIONS BANK-SANTAQUIN-CC	11/10/2023	\$13.98	Books	7240210 - BOOKS, SUBSCRIPTIONS & MEMBERSHIPS
ZIONS BANK-SANTAQUIN-CC	11/10/2023	\$14.21	Replacement plugs for Kindles	7240240 - SUPPLIES
ZIONS BANK-SANTAQUIN-CC	11/10/2023	\$14.39	Book	7240210 - BOOKS, SUBSCRIPTIONS & MEMBERSHIPS
ZIONS BANK-SANTAQUIN-CC	11/10/2023	\$14.39	Book	7240210 - BOOKS, SUBSCRIPTIONS & MEMBERSHIPS
ZIONS BANK-SANTAQUIN-CC	11/10/2023	\$16.30	Story time supplies	7240320 - PROGRAMS
ZIONS BANK-SANTAQUIN-CC	11/10/2023	\$16.98	Amzn Mktp Us	7240320 - PROGRAMS
ZIONS BANK-SANTAQUIN-CC	11/10/2023	\$16.98	Teen book club activity	7240320 - PROGRAMS
ZIONS BANK-SANTAQUIN-CC	11/10/2023	\$17.01	ILL GRANT	7240760 - OTHER GRANT EXPENSES
ZIONS BANK-SANTAQUIN-CC	11/10/2023	\$18.00	Books	7240210 - BOOKS, SUBSCRIPTIONS & MEMBERSHIPS
ZIONS BANK-SANTAQUIN-CC	11/10/2023	\$19.68	Ill grant	7240760 - OTHER GRANT EXPENSES
ZIONS BANK-SANTAQUIN-CC	11/10/2023	\$20.98	Book	7240210 - BOOKS, SUBSCRIPTIONS & MEMBERSHIPS
ZIONS BANK-SANTAQUIN-CC	11/10/2023	\$20.98	Magic treehouse activity	7240320 - PROGRAMS
ZIONS BANK-SANTAQUIN-CC	11/10/2023	\$23.59	Cable & wall calendar/ book/ book club books	7240240 - SUPPLIES
ZIONS BANK-SANTAQUIN-CC	11/10/2023	\$23.96	Activity kit supplies	7240240 - SUPPLIES
ZIONS BANK-SANTAQUIN-CC	11/10/2023	\$25.49	Office supplies/dvds	7240240 - SUPPLIES

ZIONS BANK-SANTAQUIN-CC	11/10/2023	\$26.52	Middle chapter, magic tree house and story time clubs	7240320 - PROGRAMS
ZIONS BANK-SANTAQUIN-CC	11/10/2023	\$28.98	Books/supplies for activity kits	7240210 - BOOKS, SUBSCRIPTIONS & MEMBERSHIPS
ZIONS BANK-SANTAQUIN-CC	11/10/2023	\$43.94	Planner calendar for 2024	7240240 - SUPPLIES
ZIONS BANK-SANTAQUIN-CC	11/10/2023	\$46.00	Activity kit boxes	7240240 - SUPPLIES
ZIONS BANK-SANTAQUIN-CC	11/10/2023	\$60.34	Amzn Mktp Us	7240210 - BOOKS, SUBSCRIPTIONS & MEMBERSHIPS
ZIONS BANK-SANTAQUIN-CC	11/10/2023	\$62.93	Cable & wall calendar/ book/ book club books	7240320 - PROGRAMS
ZIONS BANK-SANTAQUIN-CC	11/10/2023	\$63.92	Teen and magic treehouse activity & treats/ break room supplies	7240320 - PROGRAMS
ZIONS BANK-SANTAQUIN-CC	11/10/2023	\$82.99	Play set for kids in library	7240240 - SUPPLIES
ZIONS BANK-SANTAQUIN-CC	11/10/2023	\$254.42	Books	7240210 - BOOKS, SUBSCRIPTIONS & MEMBERSHIPS
ZIONS BANK-SANTAQUIN-CC	11/10/2023	\$257.58	Switch games/replacement light projector/yoto audio players	7240240 - SUPPLIES
ZIONS BANK-SANTAQUIN-CC-JOHN BRADLEY	11/10/2023	-\$41.61	Sp Utah Home Fit - Weight Equipment-Sales Tax Refund	6640720 - RAP TAX EXPENSE
ZIONS BANK-SANTAQUIN-CC	11/10/2023	\$15.13	Little Ceasar Pizaa -Monday Spooky Night Concessions 2	6340240 - SUPPLIES
ZIONS BANK-SANTAQUIN-CC	11/10/2023	\$22.70	Little Ceasar Pizaa -Monday Spooky Night Concessions 1	6340240 - SUPPLIES
ZIONS BANK-SANTAQUIN-CC	11/10/2023	\$27.54	Walmart Spooky Night at the Museum supplies	6340240 - SUPPLIES
ZIONS BANK-SANTAQUIN-CC	11/10/2023	\$32.60	Amazon - Senior Supplies- part of larger amount receipt.	7540482 - ELDRED FUND EXPENSES
ZIONS BANK-SANTAQUIN-CC	11/10/2023	\$45.00	Co Park - Parks and Recreation Education Webinar Series	6740230 - EDUCATION, TRAINING, & TRAVEL
ZIONS BANK-SANTAQUIN-CC	11/10/2023	\$61.06	Amazon - Mom and Me Yoga Class Supplies	6840725 - YOUTH ENRICHMENT
ZIONS BANK-SANTAQUIN-CC	11/10/2023	\$63.49	Maverick #688 - Fuel PT staff no fuel card	6740260 - FUEL
ZIONS BANK-SANTAQUIN-CC	11/10/2023	\$75.96	Wf Wayfair - Room clocks- amount shows correct amount minus sales tax amount.	4140704-003 - NEW CITY HALL - FF&E
ZIONS BANK-SANTAQUIN-CC	11/10/2023	\$106.10	Hobby Lobby - Adult Enrichment Supplies.	6840730 - ADULT ENRICHMENT
ZIONS BANK-SANTAQUIN-CC	11/10/2023	\$120.98	Recreation Offices tool box and equipment	6740300 - BUILDINGS & GROUNDS MAINTENANCE
ZIONS BANK-SANTAQUIN-CC	11/10/2023	\$125.02	Amazon - Senior Kitchen-drink pitchers	7540482 - ELDRED FUND EXPENSES
ZIONS BANK-SANTAQUIN-CC	11/10/2023	\$137.96	Walmart - Spooky Night Supplies	6340240 - SUPPLIES
ZIONS BANK-SANTAQUIN-CC	11/10/2023	\$138.79	Global Industries - Retractable stanchion for new city hall to keep people on one side of building	4140704-003 - NEW CITY HALL - FF&E
ZIONS BANK-SANTAQUIN-CC	11/10/2023	\$151.12	Interwest-Utah. Archery Course Sign Posts	6840725 - YOUTH ENRICHMENT
ZIONS BANK-SANTAQUIN-CC	11/10/2023	\$154.75	Epic Sports- Adult Award Sweatshirts	6140670 - ADULT SPORTS
ZIONS BANK-SANTAQUIN-CC	11/10/2023	\$187.18	Prospector View Park Grand Opening food supplies	6740630 - OUTDOOR RECREATION INITIATIVE
ZIONS BANK-SANTAQUIN-CC	11/10/2023	\$258.56	Caution Steep Turn Ahead Signs for Prospector View Park & Trailhead-second order	5740733 - PROSPECTOR VIEW PARK
ZIONS BANK-SANTAQUIN-CC	11/10/2023	\$259.96	Martial Arts Space Divider for Classes	6840809 - MARTIAL ARTS
ZIONS BANK-SANTAQUIN-CC	11/10/2023	\$275.91	Big 5 Sporting Goods - Pickleball Tournament Supplies	6240251 - COMMUNITY EVENTS EXPENSE
ZIONS BANK-SANTAQUIN-CC	11/10/2023	\$298.80	Costco - Pickleball Tournament Supplies	6240251 - COMMUNITY EVENTS EXPENSE
ZIONS BANK-SANTAQUIN-CC	11/10/2023	\$323.80	Spooky Night at the Museum Supplies	6340240 - SUPPLIES
ZIONS BANK-SANTAQUIN-CC	11/10/2023	\$340.69	Amazon-Spooky Night at Museum Supplies	6340240 - SUPPLIES
ZIONS BANK-SANTAQUIN-CC	11/10/2023	\$415.58	Interwest-Utah. RAP TAX Recognition signs; Sign Posts	6640720 - RAP TAX EXPENSE
ZIONS BANK-SANTAQUIN-CC	11/10/2023	\$615.43	Hand weights and weight rack for Recreation Activity Building; accomodate new classes	6640720 - RAP TAX EXPENSE
ZIONS BANK-SANTAQUIN-CC	11/10/2023	\$2,041.47	Instores Llc - Rubber floor for Rec Activity Building, under space where tumble track was placed	6640720 - RAP TAX EXPENSE
ZIONS BANK-SANTAQUIN-CC-JON LUNDELL	11/10/2023	\$8.99	Stringhams True Value - Data Cable for wall mounted monitor	1048240 - SUPPLIES
ZIONS BANK-SANTAQUIN-CC	11/10/2023	\$15.00	Strawberry Highline canal company water change order letter of protest submittal fee	5540720 - IMPACT FEE
ZIONS BANK-SANTAQUIN-CC	11/10/2023	\$1,417.00	Renewal of 12 Bluebeam review software licenses	4340500 - SOFTWARE EXPENSE
ZIONS BANK-SANTAQUIN-CC-LISA WILKEY	11/10/2023	\$7.99	BYU Creamery - Ranch for Columbus Day employee training lunch	1043483 - EMPLOYEE ENGAGEMENT
ZIONS BANK-SANTAQUIN-CC	11/10/2023	\$30.00	A-1 Vacuum + Sewing - Vacuum bags - City Hall	1051240 - SUPPLIES
ZIONS BANK-SANTAQUIN-CC	11/10/2023	\$371.00	Main Steet Pizza - Columbus Day lunch	1043483 - EMPLOYEE ENGAGEMENT
ZIONS BANK-SANTAQUIN-CC	11/10/2023	\$1,243.46	Tristate Metal Roofing - Museum roof repair materials -Tri-State Metal Roofing	1051300 - BUILDINGS & GROUND MAINTENANCE
ZIONS BANK-SANTAQUIN-CC-MELINDA MATHESON	11/10/2023	\$4.49	Maceys: Concession supplies	6140484 - SNACK SHACK FOOD
ZIONS BANK-SANTAQUIN-CC	11/10/2023	\$4.49	Maceys: Concession supplies	6140484 - SNACK SHACK FOOD
ZIONS BANK-SANTAQUIN-CC	11/10/2023	\$36.97	Amazon: Youth volleyball prizes	6140665 - YOUTH SPORTS
ZIONS BANK-SANTAQUIN-CC	11/10/2023	\$38.31	Epic Sports: Wrestling shirts	6140665 - YOUTH SPORTS
ZIONS BANK-SANTAQUIN-CC	11/10/2023	\$53.63	Sams Club: Membership renewal	6740210 - BOOKS, SUBSCRIPTIONS, & MEMBERSHIPS
ZIONS BANK-SANTAQUIN-CC	11/10/2023	\$60.00	WhenIWork: Employee scheduling program	6140310 - PROFESSIONAL & TECHNICAL SERVICES
ZIONS BANK-SANTAQUIN-CC	11/10/2023	\$62.89	Amazon: Youth wrestling supplies	6140665 - YOUTH SPORTS
ZIONS BANK-SANTAQUIN-CC	11/10/2023	\$71.38	Amazon: Whistles - equipment	6140335 - MISC SUPPLIES
ZIONS BANK-SANTAQUIN-CC	11/10/2023	\$116.50	LivingstonPrintShop: Youth volleyball shirts (printed)	6140665 - YOUTH SPORTS
ZIONS BANK-SANTAQUIN-CC	11/10/2023	\$257.12	Amazon: Jr Jazz Basketball equipment and youth volleyball equipment	6140665 - YOUTH SPORTS
ZIONS BANK-SANTAQUIN-CC	11/10/2023	\$403.10	Epic Sports: Wrestling shirts. These will be returned. Wrong color. Refund coming	6140665 - YOUTH SPORTS
ZIONS BANK-SANTAQUIN-CC	11/10/2023	\$424.81	Epic Sports: Wrestling shirts	6140665 - YOUTH SPORTS
ZIONS BANK-SANTAQUIN-CC	11/10/2023	\$445.30	Amazon: Storage bins for all the balls, etc	6140335 - MISC SUPPLIES
ZIONS BANK-SANTAQUIN-CC	11/10/2023	\$477.50	LivingstonPrintShop: Volleyball and football prizes	6140665 - YOUTH SPORTS
ZIONS BANK-SANTAQUIN-CC-NORMAN BEAGLEY	11/10/2023	-\$39.99	Credit Voucher Amazon.Com Wall Mount for Monitor returned	4140704-003 - NEW CITY HALL - FF&E
ZIONS BANK-SANTAQUIN-CC	11/10/2023	-\$20.00	Credit Voucher Fiiz Drinks Santaquin refund for overcharge	6140670 - ADULT SPORTS
ZIONS BANK-SANTAQUIN-CC	11/10/2023	\$10.79	McDonalds F39769 Business Breakfast meeting Mayor & Norm	1041240 - SUPPLIES
ZIONS BANK-SANTAQUIN-CC	11/10/2023	\$19.98	Amzn Mktp Us Protective Coasters for City Hall Desks	4140704-003 - NEW CITY HALL - FF&E
ZIONS BANK-SANTAQUIN-CC	11/10/2023	\$20.97	Amzn Mktp Us City Hall Computer Connectors	4140704-003 - NEW CITY HALL - FF&E
ZIONS BANK-SANTAQUIN-CC	11/10/2023	\$28.86	McDonalds F39769 Business Breakfast meeting Mayor, Norm B, Jason B, & Jason C.	1043240 - SUPPLIES
ZIONS BANK-SANTAQUIN-CC	11/10/2023	\$29.41	Maracas Mexican Grill Business lunch Norm B & Chief Rodney Hurst	1043240 - SUPPLIES
ZIONS BANK-SANTAQUIN-CC	11/10/2023	\$35.57	Amzn Mktp Us City Hall Monitor Connectors	4140704-003 - NEW CITY HALL - FF&E
ZIONS BANK-SANTAQUIN-CC	11/10/2023	\$38.97	Amzn Mktp Us Name Plate Holders for City Hall Council Chambers	4140704-003 - NEW CITY HALL - FF&E

ZIONS BANK-SANTAQUIN-CC	11/10/2023	\$46.98	Amazon.Com*t96ec98k1 City Hall wall mount for monitor	4140704-003 - NEW CITY HALL - FF&E
ZIONS BANK-SANTAQUIN-CC	11/10/2023	\$65.00	Wm Supercenter #5167 Large monitor wall mount for City Hall office	4140704-003 - NEW CITY HALL - FF&E
ZIONS BANK-SANTAQUIN-CC	11/10/2023	\$68.50	Amzn Mktp Us Mounted Door Stops for new City Hall	4140704-003 - NEW CITY HALL - FF&E
ZIONS BANK-SANTAQUIN-CC	11/10/2023	\$69.44	Wm Supercenter #4068 Prizes for Women's Volleyball	6140670 - ADULT SPORTS
ZIONS BANK-SANTAQUIN-CC	11/10/2023	\$69.44	Wm Supercenter #5167 Prizes for Women's Volleyball	6140670 - ADULT SPORTS
ZIONS BANK-SANTAQUIN-CC	11/10/2023	\$77.50	The Ups Store 6770 Returned product from Epic Sports that had to be returned	6140665 - YOUTH SPORTS
ZIONS BANK-SANTAQUIN-CC	11/10/2023	\$86.98	Amzn Mktp Us Desk mount for two monitors for attorney's office in City Hall	4140704-003 - NEW CITY HALL - FF&E
ZIONS BANK-SANTAQUIN-CC	11/10/2023	\$91.00	Amzn Mktp Us City Hall Computer Connectors	4140704-003 - NEW CITY HALL - FF&E
ZIONS BANK-SANTAQUIN-CC	11/10/2023	\$119.97	Amzn Mktp Us City Hall Desk Monitor Risers (Utility Billing)	4140704-003 - NEW CITY HALL - FF&E
ZIONS BANK-SANTAQUIN-CC	11/10/2023	\$129.99	Lowes #03427 Mini Fridge for Mother's Room in City Hall	4140704-003 - NEW CITY HALL - FF&E
ZIONS BANK-SANTAQUIN-CC	11/10/2023	\$189.99	Lowes #03427 Mini Fridge for City Hall Upstairs	4140704-003 - NEW CITY HALL - FF&E
ZIONS BANK-SANTAQUIN-CC	11/10/2023	\$220.00	Fiiz Drinks Santaquin Prizes for Women's Volleyball	6140670 - ADULT SPORTS
ZIONS BANK-SANTAQUIN-CC	11/10/2023	\$245.00	Volleyball Prizes	6140670 - ADULT SPORTS
ZIONS BANK-SANTAQUIN-CC	11/10/2023	\$305.74	Amzn Mktp Us City Hall Standing Hall Signs	4140704-003 - NEW CITY HALL - FF&E
ZIONS BANK-SANTAQUIN-CC	11/10/2023	\$399.99	Amzn Mktp Us Large wall monitor for City Hall office	4140704-003 - NEW CITY HALL - FF&E
ZIONS BANK-SANTAQUIN-CC	11/10/2023	\$431.57	A Plus Home Inspections Home Inspection for Lamb Home Purchase (188 S Center Street)	5740725 - PROPERTY ACQUISITION
ZIONS BANK-SANTAQUIN-CC	11/10/2023	\$799.98	Amzn Mktp Us Large Wall Display Monitors for City Hall Offices & Conference Rooms.	4140704-003 - NEW CITY HALL - FF&E
ZIONS BANK-SANTAQUIN-CC	11/10/2023	\$799.98	Amzn Mktp Us Two large Format Display Screens for City Hall Offices & Conference Rooms	4140704-003 - NEW CITY HALL - FF&E
ZIONS BANK-SANTAQUIN-CC-ROD HURST	11/10/2023	\$23.00	Amazon - Bubble wrap for shipping rifles	1054240 - SUPPLIES
ZIONS BANK-SANTAQUIN-CC	11/10/2023	\$30.00	Uleap - ChatGPT Law Enforcement Training- Chief Hurst	1054230 - EDUCATION, TRAINING & TRAVEL
ZIONS BANK-SANTAQUIN-CC	11/10/2023	\$35.00	Uth Animal Control - ACO euthanasia training	1054230 - EDUCATION, TRAINING & TRAVEL
ZIONS BANK-SANTAQUIN-CC	11/10/2023	\$36.95	Amazon - Evidence tags	1054240 - SUPPLIES
ZIONS BANK-SANTAQUIN-CC	11/10/2023	\$38.30	Amazon - Rifle chamber safety flags, pens	1054240 - SUPPLIES
ZIONS BANK-SANTAQUIN-CC	11/10/2023	\$72.00	Teex Ecommerce - Beckstead FTO class	1054230 - EDUCATION, TRAINING & TRAVEL
ZIONS BANK-SANTAQUIN-CC	11/10/2023	\$72.00	Teex Ecommerce - Field Training Officer, Golding	1054230 - EDUCATION, TRAINING & TRAVEL
ZIONS BANK-SANTAQUIN-CC	11/10/2023	\$95.91	Beveled Edge Framing - Victim Advocate gift for B. Wilkes	1054240 - SUPPLIES
ZIONS BANK-SANTAQUIN-CC	11/10/2023	\$159.80	Pilot Institute - Drone training, Golding	1054230 - EDUCATION, TRAINING & TRAVEL
ZIONS BANK-SANTAQUIN-CC-RYAN LIND	11/10/2023	\$25.32	Harbor Freight Chain Saw cleaning tools	7657250 - FIRE - EQUIPMENT MAINTENANCE
ZIONS BANK-SANTAQUIN-CC	11/10/2023	\$35.99	Quickquack Car wash membership	7657252 - EMS - EQUIPMENT MAINTENANCE
ZIONS BANK-SANTAQUIN-CC	11/10/2023	\$123.76	Costco Whse #1118 Training supplies and treats ACLS Class	7657235 - EMS - EDUCATION, TRAINING & TRAVEL
ZIONS BANK-SANTAQUIN-CC	11/10/2023	\$222.37	United-States-Flag.Com Flags for training room	7657242 - EMS - SUPPLIES
ZIONS BANK-SANTAQUIN-CC	11/10/2023	\$437.10	Priceln*dollar Rent A Rental Car for National Fire Academy Training	7657235 - EMS - EDUCATION, TRAINING & TRAVEL
ZIONS BANK-SANTAQUIN-CC-SANTAQUIN SENIOR CENTER	11/10/2023	\$9.74	Maceys In Santaquin - Senior lunches	7540480 - FOOD
ZIONS BANK-SANTAQUIN-CC	11/10/2023	\$10.49	Maceys In Santaquin - game prizes	7540240 - SUPPLIES
ZIONS BANK-SANTAQUIN-CC	11/10/2023	\$11.94	Wm Supercenter #5167 - Senior games	7540240 - SUPPLIES
ZIONS BANK-SANTAQUIN-CC	11/10/2023	\$34.74	Ikea Draper - Senior Lunch	7540480 - FOOD
ZIONS BANK-SANTAQUIN-CC	11/10/2023	\$35.33	Handels Homemade Lehi - senior's October field trip treats	7540310 - EVENTS
ZIONS BANK-SANTAQUIN-CC	11/10/2023	\$40.95	Maceys In Santaquin- Senior lunch	7540480 - FOOD
ZIONS BANK-SANTAQUIN-CC	11/10/2023	\$45.86	Wm Supercenter #5167 - Senior lunch	7540480 - FOOD
ZIONS BANK-SANTAQUIN-CC	11/10/2023	\$56.44	Wal-Mart #5167 - office supplies and greeting cards	7540240 - SUPPLIES
ZIONS BANK-SANTAQUIN-CC	11/10/2023	\$71.76	Dollar Tree - Senior game prizes	7540240 - SUPPLIES
ZIONS BANK-SANTAQUIN-CC	11/10/2023	\$89.32	Costco Whse #1118 - Senior lunch	7540480 - FOOD
ZIONS BANK-SANTAQUIN-CC	11/10/2023	\$415.00	Hale Center Foundation - Senior December Field trip tickets	7540310 - EVENTS
ZIONS BANK-SANTAQUIN-CC	11/10/2023	\$421.00	Hale Center Foundation Fo - Senior December field trip tickets	7540310 - EVENTS
ZIONS BANK-SANTAQUIN-CC-SHANNON HOFFMAN	11/10/2023	-\$219.99	Amzn Mktp Us - Credit Voucher returned speaker the did not work - Justice Court	1042240 - SUPPLIES
ZIONS BANK-SANTAQUIN-CC	11/10/2023	-\$60.55	Amzn Mktp Us Credit - Returned Mailbox	4140704-003 - NEW CITY HALL - FF&E
ZIONS BANK-SANTAQUIN-CC	11/10/2023	-\$56.31	Amzn Mktp Us - Credit Voucher - Returned chair mat	4140704-003 - NEW CITY HALL - FF&E
ZIONS BANK-SANTAQUIN-CC	11/10/2023	-\$47.98	Amzn Mktp Us - Returned chair mat	4140704-003 - NEW CITY HALL - FF&E
ZIONS BANK-SANTAQUIN-CC	11/10/2023	\$11.91	Amzn Mktp Us - HDMI Cable	4340230 - MISC EQUIPMENT EXPENSE
ZIONS BANK-SANTAQUIN-CC	11/10/2023	\$26.09	Amzn Mktp Us - HDMI Cable (Jason B)	4340230 - MISC EQUIPMENT EXPENSE
ZIONS BANK-SANTAQUIN-CC	11/10/2023	\$57.86	Lowes - Counter top cleaner	1051240 - SUPPLIES
ZIONS BANK-SANTAQUIN-CC	11/10/2023	\$79.99	Amzn Mktp Us - Sweeper/ admin office/new city hall	4140704-003 - NEW CITY HALL - FF&E
ZIONS BANK-SANTAQUIN-CC	11/10/2023	\$85.99	Amzn Mktp Us - Clock for City Council Chambers	4140704-003 - NEW CITY HALL - FF&E
ZIONS BANK-SANTAQUIN-CC	11/10/2023	\$99.98	Amzn Mktp Us - table for CC public comment/ frame cemetery map	4140704-003 - NEW CITY HALL - FF&E
ZIONS BANK-SANTAQUIN-CC	11/10/2023	\$129.68	Amzn Mktp Us - Paper Cutters new city hall	4140704-003 - NEW CITY HALL - FF&E
ZIONS BANK-SANTAQUIN-CC	11/10/2023	\$143.40	The Home Depot #4416 - Microwave for upstairs city hall.	4140704-003 - NEW CITY HALL - FF&E
ZIONS BANK-SANTAQUIN-CC	11/10/2023	\$175.40	Amzn Mktp Us - Printer table x 2	4140704-003 - NEW CITY HALL - FF&E
ZIONS BANK-SANTAQUIN-CC	11/10/2023	\$197.98	Amzn Mktp Us - 2 Bulletin Boards & Monitor Mount (Lisa)	4140704-003 - NEW CITY HALL - FF&E
ZIONS BANK-SANTAQUIN-CC	11/10/2023	\$300.60	Homedepot.Com - Microwaves for Employee Breakroom	4140704-003 - NEW CITY HALL - FF&E
ZIONS BANK-SANTAQUIN-CC	11/10/2023	\$756.00	Stampli For 9-2023 - AP Software	4340118 - STAMPLI - AP OCR SOFTWARE
ZIONS BANK-SANTAQUIN-CC	11/10/2023	\$4,984.82	The Home Depot - Appliances for Breakroom/New City Hall	4140704-003 - NEW CITY HALL - FF&E
ZIONS BANK-SANTAQUIN-CC-SHAUNA JO EVES	11/10/2023	\$0.25	Sq Santa Rec - Amanda, setting up and billing program	6140484 - SNACK SHACK FOOD
ZIONS BANK-SANTAQUIN-CC	11/10/2023	\$9.95	Kids Yoga Stories - Youth Enrichment	6840725 - YOUTH ENRICHMENT
ZIONS BANK-SANTAQUIN-CC	11/10/2023	\$13.16	Stringhams True Value - Keys for front desk lock box	6740300 - BUILDINGS & GROUNDS MAINTENANCE
ZIONS BANK-SANTAQUIN-CC	11/10/2023	\$13.96	whole punchers for fitness classes	6840800 - AEROBICS
ZIONS BANK-SANTAQUIN-CC	11/10/2023	\$15.13	Little Caesars 3460-0003 for concessions at the Haunted museum	6340240 - SUPPLIES

ZIONS BANK-SANTAQUIN-CC	11/10/2023	\$37.66	Amazon - Counter Grammuts, Crayons & wall hooks for the Rec side of city building	6840300 - MISC SUPPLIES
ZIONS BANK-SANTAQUIN-CC	11/10/2023	\$37.99	Amazon - childcare toys and supplies	6840850 - CAPITAL VEHICLES & EQUIPMENT
ZIONS BANK-SANTAQUIN-CC	11/10/2023	\$51.98	Amazon - Storage Closet fitness supplies	6840850 - CAPITAL VEHICLES & EQUIPMENT
ZIONS BANK-SANTAQUIN-CC	11/10/2023	\$65.76	Amazon - Dance Class Supplies	6840725 - YOUTH ENRICHMENT
ZIONS BANK-SANTAQUIN-CC	11/10/2023	\$67.96	RallyFoods 1- Bagels for Fitness Party	6840800 - AEROBICS
ZIONS BANK-SANTAQUIN-CC	11/10/2023	\$91.88	Facebook - Youth enrichment advertising and pickleball tournament	6840725 - YOUTH ENRICHMENT
ZIONS BANK-SANTAQUIN-CC	11/10/2023	\$106.76	Amazon - Supplies for Senior Programs	7540482 - ELDRED FUND EXPENSES
ZIONS BANK-SANTAQUIN-CC	11/10/2023	\$159.99	Amazon - Kids Table and chair Set for childcare	6840850 - CAPITAL VEHICLES & EQUIPMENT
ZIONS BANK-SANTAQUIN-CC	11/10/2023	\$160.00	Natl Archary Schools - Targets for archery - Grant money	6840725 - YOUTH ENRICHMENT
ZIONS BANK-SANTAQUIN-CC	11/10/2023	\$165.64	Amazon - Archery Equipment for Class - Grant "Money" cones and binder for program	6840725 - YOUTH ENRICHMENT
ZIONS BANK-SANTAQUIN-CC	11/10/2023	\$198.00	Natl Archery Schools - Arrows for archery " Grant	6840725 - YOUTH ENRICHMENT
ZIONS BANK-SANTAQUIN-CC	11/10/2023	\$249.98	Amazon - Cones for the senior Parking	7540482 - ELDRED FUND EXPENSES
ZIONS BANK-SANTAQUIN-CC	11/10/2023	\$291.50	Amazon - Childcare Supplies for the childcare room	6840850 - CAPITAL VEHICLES & EQUIPMENT
ZIONS BANK-SANTAQUIN-CC	11/10/2023	\$299.00	Amazon - Rocking Chair	6840850 - CAPITAL VEHICLES & EQUIPMENT
ZIONS BANK-SANTAQUIN-CC	11/10/2023	\$439.49	Amazon - Signs for Parking Lot - seniors	7540482 - ELDRED FUND EXPENSES
		\$41,091.30		
ZIONS FIRST NATIONAL BANK	12/1/2023	\$29,580.00	Interest - 2018 PI Booster Pump/Tank	5440820 - DEBT SERVICE - INTEREST
ZIONS FIRST NATIONAL BANK	12/1/2023	\$63,500.00	Principal - 2018 PI Booster Pump/Tank	542512.2 - 2018 Booster Pump/Tank repaid
ZIONS FIRST NATIONAL BANK	12/1/2023	\$29,580.00	Interest - 2018 WA Booster Pump/Tank	5140820 - DEBT SERVICE - INTEREST
ZIONS FIRST NATIONAL BANK	12/1/2023	\$63,500.00	Principal - 2018 WA Booster Pump/Tank	5121310 - ACCOUNTS PAYABLE
ZIONS FIRST NATIONAL BANK	12/1/2023	-\$5,446.01	Less Cash on Hand as of 11/14/2023	5140820 - DEBT SERVICE - INTEREST
ZIONS FIRST NATIONAL BANK	12/1/2023	-\$5,446.00	Less Cash on Hand as of 11/14/2023	5440820 - DEBT SERVICE - INTEREST
ZIONS FIRST NATIONAL BANK	12/1/2023	\$125.00	Paying Agent Fee	5140825 - TRUSTEE FEES
ZIONS FIRST NATIONAL BANK	12/1/2023	\$125.00	Paying Agent Fee	5440825 - DEBT SERVICE - TRUSTEE FEES
		\$175,517.99		
TOTAL:		\$3,987,254.21		



EMPLOYEE OF THE MONTH

AMALIE OTTLEY



EXCELLENCE



DECEMBER 2023



RESOLUTION 12-02-2023

A RESOLUTION APPROVING THE REQUIRED ANNUAL FRAUD RISK ASSESSMENT

WHEREAS, the Office of the State Auditor (OSA) requires that each local governmental entity completes an annual Fraud Risk Assessment before the end of each fiscal year starting with the current fiscal year; and

WHEREAS, the Santaquin City Manager, Santaquin City Finance Director and Santaquin City Treasurer completed said audit (see attached) which is now available for review, consideration and possible approval by the Santaquin City Council; and

WHEREAS, many of the best practices outlined by the OSA were already in place while others recommendations are in the process of being implemented;

NOW THEREFORE, be it resolved by the Santaquin City Council to accept and approve the attached annual Fraud Risk Assessment for Santaquin City for FY2023.

ADOPTED AND PASSED by the City Council of the City of Santaquin, Utah this 19th day of December, 2023.

CITY OF SANTAQUIN

Daniel M. Olson, Mayor

Attest:

Amalie Ottley, City Recorder

Councilmember Art Adcock	Voted	___
Councilmember Elizabeth Montoya	Voted	___
Councilmember Lynn Mecham	Voted	___
Councilmember Jeff Siddoway	Voted	___
Councilmember David Hathaway	Voted	___

Fraud Risk Assessment

Continued

*Total Points Earned: 360/395 *Risk Level: Very Low Low Moderate High Very High
> 355 316-355 276-315 200-275 < 200

	Yes	Pts
1. Does the entity have adequate basic separation of duties or mitigating controls as outlined in the attached Basic Separation of Duties Questionnaire?	X	200
2. Does the entity have governing body adopted written policies in the following areas:		
a. Conflict of interest?	X	5
b. Procurement?	X	5
c. Ethical behavior?	X	5
d. Reporting fraud and abuse?		5
e. Travel?	X	5
f. Credit/Purchasing cards (where applicable)?	X	5
g. Personal use of entity assets?	X	5
h. IT and computer security?	X	5
i. Cash receipting and deposits?	X	5
3. Does the entity have a licensed or certified (CPA, CGFM, CMA, CIA, CFE, CGAP, CPFO) expert as part of its management team? (CPFA)	X	20
a. Do any members of the management team have at least a bachelor's degree in accounting?		10
4. Are employees and elected officials required to annually commit in writing to abide by a statement of ethical behavior?	X	20
5. Have all governing body members completed entity specific (District Board Member Training for local/special service districts & interlocal entities, Introductory Training for Municipal Officials for cities & towns, etc.) online training (training.auditor.utah.gov) within four years of term appointment/election date?	X	20
6. Regardless of license or formal education, does at least one member of the management team receive at least 40 hours of formal training related to accounting, budgeting, or other financial areas each year?	X	20
7. Does the entity have or promote a fraud hotline?	X	20
8. Does the entity have a formal internal audit function?	X	20
9. Does the entity have a formal audit committee?		20

*Entity Name: Santaquin City

*Completed for Fiscal Year Ending: 06/30/2023 *Completion Date: 12/01/2023

*CAO Name: Norman Beagley *CFO Name: Shannon Hoffman

*CAO Signature: _____ *CFO Signature: _____

*Required

Item # 9.

Basic Separation of Duties

See the following page for instructions and definitions.

	Yes	No	MC*	N/A
1. Does the entity have a board chair, clerk, and treasurer who are three separate people?	X			
2. Are all the people who are able to receive cash or check payments different from all of the people who are able to make general ledger entries?	X			
3. Are all the people who are able to collect cash or check payments different from all the people who are able to adjust customer accounts? If no customer accounts, check "N/A".		X	X	
4. Are all the people who have access to blank checks different from those who are authorized signers?		X	X	
5. Does someone other than the clerk and treasurer reconcile all bank accounts OR are original bank statements reviewed by a person other than the clerk to detect unauthorized disbursements?	X			
6. Does someone other than the clerk review periodic reports of all general ledger accounts to identify unauthorized payments recorded in those accounts?	X			
7. Are original credit/purchase card statements received directly from the card company by someone other than the card holder? If no credit/purchase cards, check "N/A".	X			
8. Does someone other than the credit/purchase card holder ensure that all card purchases are supported with receipts or other supporting documentation? If no credit/purchase cards, check "N/A".	X			
9. Does someone who is not a subordinate of the credit/purchase card holder review all card purchases for appropriateness (including the chief administrative officer and board members if they have a card)? If no credit/purchase cards, check "N/A".	X			
10. Does the person who authorizes payment for goods or services, who is not the clerk, verify the receipt of goods or services?	X			
11. Does someone authorize payroll payments who is separate from the person who prepares payroll payments? If no W-2 employees, check "N/A".	X			
12. Does someone review all payroll payments who is separate from the person who prepares payroll payments? If no W-2 employees, check "N/A".	X			

* MC = Mitigating Control

Resolution 12-03-2023

A Resolution Amending the Santaquin City Employee Policy and Procedure Handbook Pertaining to Conflicts of Interest and the Christmas Holiday

WHEREAS, the city of Santaquin has an employee policies and procedures handbook to address employment and personnel matters that apply to city employees; and

WHEREAS, the City of Santaquin has determined that it is desirable to update these policies and procedures from time to time to comply with Federal, State and local laws and ordinances; and

WHEREAS, recommended changes have been prepared by the Assistant City Manager in consultation with the Department Directors and City Manager as well as reviewed by the City Attorney, Mayor and City Council;

Now Therefore, Be it Resolved by the City Council of Santaquin City, Utah, that Santaquin City hereby adopts amendments to the Santaquin City Employee Policies and Procedures Handbook as indicated in Attachment “A” hereto. All other provisions of the Employee Policies and Procedures Handbook as adopted by Santaquin City Resolution 05-05-2023 shall remain in effect.

Approved and adopted by the Santaquin City Council this 19th day of December, 2023.

Daniel M. Olson, Mayor

ATTEST:

Amalie R. Ottley, City Recorder

Councilmember Art Adcock	Voted	___
Councilmember Elizabeth Montoya	Voted	___
Councilmember Lynn Mecham	Voted	___
Councilmember Jeff Siddoway	Voted	___
Councilmember David Hathaway	Voted	___



Employee Policies & Procedures Handbook

***Effective
May 17, 2022***



Dear Santaquin City Employee,

It is a pleasure and a privilege for me to welcome you as an employee of Santaquin City. We are happy and excited to have you as part of our team.

Santaquin City has a long history of being an employer of choice in our community and in the state. We expect a lot out of ourselves and out of each other. This Employee Policies and Procedures Handbook has been prepared to help you live up to those expectations.

The following pages give you basic guidelines for being a member of the Santaquin City team. It is important for you to review the contents of this documents carefully, as it is the foundation of our success, as a team and individually.

If you have any questions regarding this handbook, please ask your Functional Area Director, the City Manager or the Personnel Officer for clarification.

Thanks for all you do.

Daniel M. Olson, Mayor

www.santaquin.org

Office (801)754-3211 · Fax (801)754-3526 · 275 West Main Street · Santaquin, UT 84655

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B. ORDINANCE NO. 08-01-2009 (APPEALS BOARD)	



DISCLAIMER

The Employee Policies and Procedures Handbook is provided for general guidance only. The policies and procedures expressed in this handbook, as well as those in any other personnel material, or other types of material that may be issued from time to time, do not create a binding contract or any other obligation or liability on the City. The City reserves the right to change its policies and procedures at any time, formally or informally, with or without notice, for any reason. The City also reserves the right to take any employment action it deems appropriate. The prohibitions set forth in the Employee Policies and Procedures Handbook do not create an express or implied contract with any person.



SECTION 1: INTRODUCTION

1.1 SANTAQUIN CITY MISSION STATEMENT

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, and attractive physical setting.

1.2 SERVICE VALUES:

Santaquin City Service Values:

- To astonish the customer, not just to satisfy the customer:
“We don’t care if they don’t notice everything we do. Just as long as they notice something that’s different about us.”
- Only the non-complacent thrive:
“We will always be on the lookout for complacency.”
- Actions speak louder than words:
“Walk the walk.” “No one carries more importance to the core mission of the City than another. Only job descriptions differ.”
- The best team polices itself:
“If you treat any person badly, there are enough people around who care enough that you’re going to hear about it.”
- Change is the status quo:
“Be a champion of positive change. Be sure the end result of change is positive. Be cognizant of the efforts of change.”
- Stay small as you grow:
“Practice lean management principles that focus on the most cost effective strategies to provide value to our citizens”
- Propagate the culture:
“Treat all people right,” “Communicate with your team,” “Inspire greatness in others,” “Encourage initiative and innovation,” and, “Do the right thing.”

1.3 SANTAQUIN CITY GOVERNMENT

Santaquin City operates under a six-member council form of government and is a City of the fourth class as determined by Utah law. Hence, it is governed by a six-member council comprised of five elected Council Members, and an elected Mayor. The Mayor is the Chief Executive Officer of the City and is responsible for keeping the peace, enforcing the laws of the Municipality, and ensuring that all applicable municipal ordinances and resolutions are faithfully executed and observed. The City Manager is hired by the Mayor and Council to manage the day-to-day operations of the City, as directed by the Mayor, City Council and by ordinance.

1.4 POLICY IMPLEMENTATION

- A. The information contained in this handbook is intended to give employees a better understanding of the responsibilities and obligations of employment with the City. Employees are required to read, understand, and comply with all provisions of the Employee Handbook.
- B. Santaquin City reserves the right to revise, supplement, or rescind any policy or portion of a policy from time to time as deemed necessary by the Mayor, or designee. Every employee is responsible for becoming informed of changes as they occur.
- C. Employees will receive a copy of the adopted Employee Handbook and any revisions that may occur periodically. Additionally, a complete copy of the adopted Employee Handbook may be obtained via the city website or at the City Offices.
- D. In addition to the policies and procedures contained in this manual, employees are responsible for understanding and abiding by policies and procedures of their respective department, and/or division.
- E. The Mayor, or designee, shall be the final interpreter of the provisions of the Employee Handbook.



SECTION 2: EMPLOYMENT PRACTICES

2.1 RECRUITMENT & HIRING

- A. General Policy - It is the intent of Santaquin City to fill all positions with the most suitable applicant.
1. Anti-Nepotism. Santaquin City complies with Title 52, Chapter 3, Utah Code Annotated, as amended.
 - (a) Santaquin City prohibits any person holding any position to appoint, vote for the appointment of, directly supervise, or be directly supervised by their father, mother, husband, wife, son, daughter, brother, sister, uncle, aunt, nephew, niece, first cousin, father-in-law, mother-in-law, brother-in-law, sister-in-law, son-in-law, or daughter-in-law, grandchild or grandparent. Except as provided in Title 52, Chapter 3, Utah Code Annotated, as amended. Volunteers providing services to the City are excluded from this provision.
 - (b) Santaquin City will consider employment applications from relatives of current employees when openings exist. Hiring decision will be made on the basis of qualification, education, and experience. Relatives will not receive preferential treatment.
 2. Employment of Minors. It is the policy of Santaquin City that no one under the age of 14 shall be hired for any position. Santaquin City will comply with federal and state laws governing employment of minors.
- B. Equal Employment Opportunity - Santaquin City is an "Equal Opportunity Employer" and selects, hires, promotes, and compensates employees without regard to race, religion, pregnancy, age, disability, gender, color, national origin, or any other protected status. The City evaluates applicants for employment or candidates for promotion based upon their knowledge, skills, experience, education, and potential for job performance consistent with the needs of the position. Santaquin City also adheres to the provisions of the Americans with Disabilities Act.
- C. Job Openings - The Mayor, or designee shall have the discretion to fill vacancies through appropriate methods including, but not limited to promotion, transfer, posting, advertising and other methods. When advertising methods are used, job openings may be advertised in the appropriate media including, but not limited to, employment agencies, professional staffing services, trade journals, newspapers, internet, and bulletin boards. Other recruiting sources may be used to fill open positions in the best interest of the organization. Job openings that are advertised will be advertised for a minimum of 5 working days.
1. Job Description. A definition of the essential duties of the new or vacant position shall be drafted and approved by the Mayor, or designee, before the position is posted or advertised.
- D. Application Requirements - In general, the following application process is followed for all job postings.
1. Applicants for employment with Santaquin City shall complete a City application and are required to comply with the specific application process for each position. Applications

must be signed and submitted to the Mayor, or designee, by the closing date and time of the posted position.

2. The City accepts applications from all interested parties, except when the position is being filled by internal promotion or through eligible rehire. Applications submitted by former employees who have been terminated for cause will not be considered.
3. Falsification of any information required in the application process shall disqualify a person for employment with Santaquin City.

E. Selection Procedures - In general, the following process is followed when selecting an applicant for a job.

1. Interviewing. Job related duties and qualifications, as outlined in the job description, will provide a basis for initial screening of job applicants. The Mayor, or designee, will select applicants to interview from those whose job application show that the applicant is qualified for the position.
 - (a) Interviews for Part-time/Benefited, Part-time/Non-benefited and Seasonal employees shall be conducted by the appropriate Functional Area Director and/or direct supervisor.
 - (b) Interviews for Full-time positions shall include the Mayor or a City Council representative.
 - (c) Final selection for positions that are Appointed and/or Functional Area Director shall be conducted during a public meeting of the City Council.
2. Skill Based Testing. Job applicants may be required to take tests which the City deems necessary for a specific position as part of the selection process.
3. Reference Checks. Santaquin City may contact references and former employers of applicants when selecting an applicant for an open position.
4. Job Offer. Once an applicant is selected and approved by the Mayor, or designee, the successful applicant shall be notified and extended a conditional job offer contingent upon results of reference checks, drug and alcohol testing, background investigation, and check of driving record (if required) results. The Mayor, or designee, should notify the other job applicants that they were not selected for the position.
5. Drug & Alcohol Testing. Santaquin City requires all applicants who have been extended a conditional job offer for Full-time and Part-time positions to undergo alcohol and drug testing. Seasonal employees and Volunteers may be required to undergo alcohol and drug testing. Refusal to take such test shall disqualify a person for City employment.
6. Criminal Background Investigation. Santaquin City requires all applicants who have been extended a conditional job offer for Full-time and Part-time positions to undergo a criminal background investigation. Seasonal employees and Volunteers may be required to undergo a criminal background investigation. Refusal to authorize such investigation shall disqualify a person for employment. An applicant who has been convicted of a crime may be denied employment with Santaquin City.

2.2 EMPLOYMENT CLASSIFICATION, STATUS & PROBATION

A. Employment Classifications -

1. Full-time. An employee hired to work a minimum of 30 hours per week or applicable full-time work schedule and is eligible for City benefits.
2. Part-time/Benefited. An employee hired to work a minimum of 18 hours per week on a regular, year-round basis, and who actually works 29 hours per week or less, and is eligible for limited City benefits, including vacation leave, sick leave, and holiday pay at a prorated rate. Part-time Benefited employees are also eligible for State Retirement.

Part-time employees, who work 18 hours per week, or more, are not considered Part-time/Benefited unless and until designated by the Mayor, or designee, as such for reasons including, but not limited to, years of service, job performance, criticality of the position, initial recruitment of the position, availability of funding within the department, etc.

3. Part-time/Non-benefited. An employee hired to work 29 or fewer hours per week, is at-will, may be terminated at any time, with or without cause or prior notice, for any reason or no reason at all, has no appeal rights and is not eligible for City benefits.
4. Seasonal. An employee hired to work up to 40 hours per week to a maximum of 1508 hours during a rolling year, is at-will, may be terminated at any time, with or without cause or prior notice, for any reason or no reason at all, has no appeal rights and is not eligible for City benefits.
5. Volunteer. Any person who donates service without pay or other compensation. Volunteers are at-will, may be terminated at any time, with or without cause or prior notice, for any reason or no reason at all, have no appeal rights and are not eligible for City benefits.

Prior to rendering of any volunteer service, the volunteer should be pre-approved by the Mayor, or designee. Functional Area Directors, Department Heads, Supervisors, or those in charge of volunteer services shall provide volunteer information to the Administration Services Department, prior to the rendering of any volunteer services, to insure worker's compensation and liability coverage.

B. Employment Status - In accordance with the Fair Labor Standards Act (FLSA), employees shall be classified as either exempt or non-exempt with respect to eligibility for payment of overtime.

1. Exempt. Employees who are in managerial, administrative, or professional positions as described by the Fair Labor Standards Act as "Exempt" and therefore do not receive overtime for hours worked in excess of a 40-hour work week or other applicable work period.
2. Non-exempt. All other Fair Labor Standards Act covered employees are paid overtime for hours worked in excess of a 40-hour work week (80 hours in a 14-day work period for certified police employees) or other applicable work period.
3. At-Will. An at-will employee is an employee whose employment and compensation may be terminated with or without prior notice, at any time, with or without cause or prior notice, for any reason or no reason at all by the appropriate Appointing Authority. At-will

employees may or may not have a contract with the City. Employment of at-will employees is subject to the provisions of an employment contract if applicable. At-will employees include:

- (a) Employees designated in Utah State Code Annotated §10-3-1105(2)(c).
 - (b) Members of boards, commission & committees; volunteers and individuals appointed to serve without pay.
 - (c) Part-time and Seasonal Employees and Volunteers.
4. Merit/Non-Merit. After completing the required introductory period and upon a successful evaluation, an employee will achieve merit status with the City. Merit employees have appeal rights, non-merit employees do not.

C. Introductory Period -

1. Introductory Period. Newly hired Full-time and Part-time/Benefited employees shall fulfill an introductory period. During the introductory period, employees are in a trial period to learn their new job and responsibilities. Introductory employees are considered non-merit employees and therefore are at-will and have no appeal rights.

The duration of introductory periods are as follows:

- (a) All Full-time Certified Police Officers are subject to a 12-month introductory period.
 - (b) All other Full-time and Part-time/Benefited employees are subject to a 6-month introductory period.
 - (c) Full-time and Part-time/Benefited employees promoted or transferred to a new position are subject to a new 6-month introductory period may be demoted or transferred back to their prior position if their introductory period proves to be unsuccessful.
2. Performance Reviews. Newly hired Full-time and Part-time/Benefited employees who are subject to an introductory period shall have at least one performance review prior to the conclusion of the introductory period. Additional reviews may take place if necessary. Results of the performance review may assist the City in determining whether employment should be terminated, or whether the employee is eligible for merit status, introduction is extended, or employment is terminated.

Performance reviews may be performed for introductory employees during the first 6 months of employment to assist supervisors in monitoring training and progress of the employee. Such reviews do not extend any reasonable expectation of continued employment to an introductory employee.

3. Extensions. At the conclusion of any introductory period, the Mayor, or designee, may extend the introductory period for up to one additional six-month period beyond the initial introductory period. Introduction extensions shall be documented in writing and notice given to the employee prior to the conclusion of the original introductory period.

4. Corrective Action Plan. As part of a disciplinary action or as part of a performance review, an employee may also be placed on a corrective action plan, the length of which shall be determined by the Mayor, or designee.

2.3 PERFORMANCE EVALUATIONS

- A. Designated supervisors shall conduct performance evaluations of all Full-time and Part-time/Benefited employees as designated by the Mayor, or designee, to assist employees in performing their job duties. Designated supervisors may also conduct such performance evaluations of Part-time/Non-Benefited employees.
- B. Employees may receive merit increases based on performance evaluations and according to availability of funds as allocated by the City Council through the budget process.
- C. Signed copies of annual performance evaluations are placed in the employee's personnel file. Each employee will receive a copy of their annual performance evaluation.

2.4 EMPLOYEE REDUCTION IN FORCE POLICY (RIF)

- A. Due to budgetary restrictions, reduction in workload, or reorganization, the Mayor, or designee, may determine that an employee reduction in force (RIF) is necessary. When it becomes necessary to reduce the work force, Full-time and Part-time/Benefited employee(s) with the positions to be eliminated shall, when possible, be notified in writing of the reduction in force at least two weeks before the planned reduction in force.
- B. In the selection of employees for any Santaquin City (RIF), the following guidelines should be considered:
 1. Selection should consider the roles and responsibilities of the position being eliminated, the individual currently in the affected position, and the employee's ability to perform other work assignments within the affected department.
 2. Seniority will be considered.
 3. Introductory, Seasonal, Part-time/Non-benefited and Part-time/Benefited employees should be laid off before Full-time employees. Full-time employees should be the last to be laid off, when practicable.
 4. If advanced notice of the (RIF) cannot be given to the employee, two weeks' severance pay may be given. This provision is subject to the availability of funds.

2.5 EMPLOYEE RECORDS

- A. General Policy - Federal Law requires employers to retain detailed information about their employees. Personnel files are maintained on each employee and kept by the Mayor, or designee. The record copy (original) of all appropriate personnel information shall be filed in the personnel file. Supplemental files may be kept by Functional Area Director's, department managers, and/or supervisors.
- B. Personnel File Contents - Contents of a personnel file may include the following:

1. An employment hiring record including the employees job application, resume, interview forms, test scores, etc., employment eligibility verification (I-9), withholding allowance certificate (W-4), benefit election forms.
 2. A job description of the position the employee currently occupies. A signed acknowledgement that the employee has received a copy of the Employee Handbook.
 3. Employee status records including, but not limited to, performance evaluation, promotions, transfers, demotion, termination of employment, salary rate changes, disciplinary action and responses, re-hire, reduction in force, payroll deductions, certificates of recognition, training records, etc.
- C. Other files - The city may maintain other supplemental files with employee information such as, drug and alcohol testing, employee investigations, worker's compensation information, FMLA documentation, physician's verification and return to work authorizations, benefit enrollments, etc. Payroll information, including hours worked, overtime, deductions, payment dates, time and day of the week worked, etc., shall be maintained as outlined by the Fair Labor Standards Act.
- D. Employee Information - Employees are responsible to ensure that personal information, including, current address, phone number, emergency contact, etc. is current.
- E. Confidentiality - Santaquin City's policy is that only relevant, job related information is maintained on its employees, that such information is held in strict confidence, and that access is limited only to those who require it for legitimate business reasons.
- F. Access - Employees have the opportunity to review their own files in the presence of the Mayor, or designee, on Santaquin City premises at reasonable times during regular business hours.
1. Verification of Employment. Without written authorization from the employee, Santaquin City limits information given in a verification of employment to include, status and classification of the employee, position held, verification of salary.

SECTION 3: COMPENSATION, LEAVES, & BENEFITS

3.1 COMPENSATION

- A. Work Hours - Work hours for employees are determined by the Mayor, or designee. The Mayor, or designee, may change employee work hours as determined to be in the best interest of the City.
- B. Payroll - All employees are paid bi-weekly. Each paycheck will include earnings for all work performed through the end of the previous payroll period or applicable work period.
1. The work week begins at 12:00 a.m. on Sunday and ends on Saturday at 11:59:59 p.m. (midnight) for all employees.
 2. Employees and supervisors are responsible for accurately recording and reporting time worked and leave used on their timecards. Supervisors must review and sign timesheets.
 3. Employees may voluntarily authorize deductions from their paychecks to cover the costs of participation in City approved programs. Employees should review any discrepancies in payroll deductions with the Mayor, or designee.
 4. Upon receipt of a valid garnishment, the City shall withhold wages from an employee's paycheck. The City shall continue to withhold the garnishment wages until a court order is received indicating satisfaction of the indebtedness or until the City is ordered to surrender the monies to the court or its agent.
 5. An employee may not receive any unearned pay advances.
- C. Pay Plan - Each position will be assigned a pay grade and salary range, as established by the City's pay plans. The pay plans reflect internal and external equities, based upon assigned duties and responsibilities, and market comparisons. The Mayor, or designee, shall conduct a study of salary levels at least every 3 years and shall recommend adjustments. Implementation of adjustments is subject to the availability of funds.
1. Performance Increases. Employees may receive performance increases based on performance evaluations and according to availability of funds as allocated by the City Council through the budget process.
 2. Cost of Living Adjustments (COLA). Employees may receive a COLA as determined appropriate and according to availability of funds as allocated by the City Council through the budget process. COLA will not be applied to newly hired employees until the completion of their Introductory Period. COLA will be applied to employees who are within an Introductory Period as a result of a promotion.
 3. Selective Salary Adjustments. The Mayor, or designee, may recommend a selective salary adjustment in order to mitigate an inequity, as part of a promotion, reassignment or reclassification etc. The Mayor, or designee, shall submit written documentation supporting the recommendation to the City Council. A selective salary adjustment is subject to the availability of funds.
- D. Compensation - Santaquin City will comply with provisions of the Fair Labor Standards Act of 1938 and the Equal Pay Act of 1963.

1. **Compensatory Time Provisions.** Non-exempt employees may accrue compensatory time in lieu of payment of over-time at the discretion of the Functional Area Director. An employee must indicate if they would prefer over-time or accrual of compensatory time when timesheets are turned in for the pay period applicable. If no indication is made, excess hours will be accrued in compensatory time, unless directed otherwise by the Functional Area Director. Over-time paid by funding received or reimbursed by other agencies, such as alcohol enforcement or seatbelt shifts may not be accrued as compensatory time.
 - (a) Compensatory time is calculated based on actual time worked. Time worked does not include any type of leave or compensatory time, except for certified Police Officers who are scheduled to work on the holiday (see 3.2, C, 2).
 - (b) Compensatory time is accrued for actual time worked in excess of:
 - (1) 40 hours per work week for non-exempt employees.
 - (2) 80 hours per 14-day work period for certified officers in the Police Department.
 - (c) Compensatory time is accrued at a rate of one and one-half hours for each hour actually worked over 40 hours for non-exempt employees and 80 hours for certified officers in the Police Department.
 - (d) The maximum amount of compensatory time which may be accrued at any given time is 40 hours for non-exempt employees and 80 hours for certified officers in the Police Department. If these limits are exceeded, overtime will be paid.
 - (e) The Mayor, or designee, reserves the right to schedule use of compensatory time and should limit accumulated hours to 50% of the maximum accrual allowed.
 - (f) An employee with accrued compensatory time leave that requests use of the time will be permitted to use it within a reasonable period after making the request if it does not unduly disrupt the operations of the department.
 - (g) Compensatory time will only be paid out if an employee is moved to a position that is considered FLSA exempt, at retirement, or termination of employment.
 - (h) Exempt employees are not entitled to accrual of compensatory time, however in situations where the Mayor and City Council have declared a "Disaster Emergency" and with written pre-approval, where feasible, exempt employees may be allowed to accrue compensatory time.
2. **Overtime Provisions.** It is the general policy of Santaquin City to not have employees work overtime. However, employees may be required to work overtime as deemed necessary and pre-authorized by the Mayor, or designee. When excess time is worked an employee must indicate if they would prefer payment of over-time or accrual of compensatory time when timesheets are turned in for the pay period applicable. If no indication is made, excess hours will be accrued in compensatory time, unless directed otherwise by the Functional Area Director. When payment of overtime is preferred it will be paid as follows:
 - (a) Overtime is paid at the rate of one and one-half times the regular rate of pay.

- (b) Overtime is calculated based on actual time worked. Calculation of time worked does not include any type of leave or compensatory time, except for eligible certified Police Officers, see 3.2, C, 2.
 - (c) Overtime is payment received for actual time worked in excess of:
 - (1) 40 hours per work week for non-exempt employees.
 - (2) 80 hours per 14-day work period for certified officers in the Police Department.
 - (d) Funding received from federal and state grants, external donations or sponsorships, or third-party fee schedule payments paid through City payroll stipulated at time and a half compensation will be paid as such.
3. On-Call. The Mayor, or designee, shall designate those departments that will have on-call status. Rules, regulations and procedures that shall be followed by all on-call personnel to ensure the delivery of essential City services after regular work hours include the following:
- (a) A schedule of on-call FLSA non-exempt employees should be prepared in advance and maintained by the Functional Area Director or their designee.
 - (b) Positions requiring an on-call status shall be on a one-week rotation basis.
 - (c) Employees must not travel out of the area or to a location or event what would prevent him/her from responding to a call within a 20-minute maximum time frame.
 - (d) Employees must have a communication device with him/her at all times during their assigned on-call period, so that they can be reached in case of a call. Employees must remain in areas where cell phone service is provided.
 - (e) Employees must remain drug and alcohol free during the entire on-call period.
 - (f) Employees must not make arrangements for others to assume their on-call duties except in the case of an emergency, and only with a supervisor's approval.
 - (g) Time sheets shall reflect the days the employee was on-call. On-call pay paid on a weekly basis shall be credited for the work week in which the first day of the on-call week occurs.
 - (h) Employees assigned on-call duty shall receive a flat stipend as established by the Mayor, or designee, for each one week on-call period. . Actual time spent on a call-out is calculated as time worked and is separate from on-call.
4. Call-Out. Any FLSA non-exempt employee called back to work shall be entitled to call-out compensation.
- (a) Call-out time begins when the employee leaves the location where they were when they received the call-out. Employees shall take every measure to get to the call in a reasonable amount of time. The call ends when the task, in which the employee was called out for, is complete.

- (b) The minimum call-out compensation shall be one hour. Time worked on a call-out shall be paid at the employee's regular rate of pay, unless it is excess of an employee's specified work week then time will be accrued as compensatory time or paid in overtime as described in this section.
 - (c) Employees who are called out on an observed holiday shall receive their overtime rate of pay for each hour worked.
5. Voluntary Reduction of Job Responsibilities. When an employee chooses to move to a different position with decreased levels of responsibility and/or different job duties, their pay grade and compensation shall be adjusted to a level commensurate to their new title and their years of service.

3.2 TYPES OF LEAVE

- A. Vacation Leave - Vacation time off with pay is available to eligible employees to provide opportunities for rest, relaxation, and personal pursuits. Vacation accrual is based on two-week pay periods. Vacation leave may not be used until the pay period following its accrual.
- 1. Eligibility. Vacation leave shall be accrued from the date of hire by all Full-time and Part-time/Benefited employees. Part-time/Non-benefited and Seasonal employees, and Volunteers are not eligible for vacation leave.
 - 2. Vacation Accrual Rates.
 - (a) Full-time employees shall accrue vacation leave at the following rates:
 - (1) From date of hire to 5 years of service, 10 days of annual vacation leave shall accrue at the rate of 3.08 hours per pay period.
 - (2) From 5 years of service to 15 years of service, 15 days of annual vacation leave shall be accrued at the rate of 4.62 hours per pay period.
 - (3) From 15 years of service and up, 20 days of annual vacation leave shall be accrued at the rate of 6.16 hours per pay period.
 - (b) Part-time/Benefited employee shall accrue vacation leave at prorated rates outlined below:
 - (1) Part-time/Benefited employees working 24-29 hours per week shall accrue annual vacation leave at the rate of $\frac{3}{4}$ that of a Full-time employee.
 - (2) Part-time Benefited employees working 18-23 hours per week shall accrue annual vacation leave at the rate of $\frac{1}{2}$ that of a Full-time employee.
 - (c) Employees do not accrue vacation leave while on a leave without pay status, including any pay period in which accrued leave is the only available paid leave, excluding vacation leave. Employees do not accrue vacation leave while on FLMA status. Employees do not accrue vacation leave while on paid or unpaid administrative leave.

- (d) Newly hired eligible Full-time and Part-time/Benefited employees will not accrue vacation leave until the first full pay period worked.
3. Use of Annual Vacation Leave.
- (a) In no instance will annual vacation leave be granted unless it has been previously earned.
 - (b) A holiday which falls during an eligible employee's scheduled vacation leave shall be counted as a paid holiday and not as vacation leave.
4. Requests. Vacation leave shall be requested from and pre-approved by the employee's supervisor.
5. Carry over. The maximum vacation leave which can be carried forward from calendar year to calendar year is 240 hours.
6. Pay-out. Unused vacation leave hours may be paid out, upon request, to employees at their regular rate of pay, up to a maximum of 40 hours in a given calendar year. Payments will be made one time during the year on a date designated by the Mayor, or designee..
7. Forfeiture. Any accrued vacation leave not used in excess of the 240 hours carried over and 40 hours paid out (for eligible employees, (see 3.2,A,6), shall be forfeited on January 1st of the year following the calendar year in which the leave was accrued.
8. Termination of Employment. An employee who is terminated from employment, voluntarily or involuntarily, shall be compensated for all unused accrued vacation leave.
9. Records. Accumulation and use of vacation leave will be maintained and kept current on city records and shall be posted on payroll check stubs.
- B. Personal Leave - In addition to accrued vacation leave, each Full-time employee shall receive 16 additional hours of leave which shall be known as "personal preference time". 8 hours will accrue January 1st and must be used by June 30th and 8 hours will accrue July 1st and must be used by December 31st. Personal leave will be lost if not used by the dates specified. Full-time employees hired after January 1st will not accrue Personal Leave until July 1st and those hired after July 1st will not accrue Personal Leave until January 1st. Part-time/Benefited, Part-time/Non-benefited and Seasonal employees and Volunteers are not eligible for personal leave.

C. Holiday Leave - Santaquin City recognizes the following holidays for purposes of paid holiday leave.

New Year's Day	January 1 st
Human Rights Day	3 rd Monday in January
President's Day	3 rd Monday in February
Memorial Day	Last Monday in May
Independence Day	July 4 th
Pioneer Day	July 24 th
Labor Day	1 st Monday in September
Thanksgiving Day	4 th Thursday in November
Thanksgiving Holiday	4 th Friday in November
Christmas Day	December 25 th
Christmas Holiday	December 24th -of 26 th

1. If a holiday falls on a Saturday, the holiday shall be observed on the preceding Friday. If a holiday falls on a Sunday, the holiday shall be observed on the following Monday or as designated by the Mayor, or designee. Because of scheduling and the nature of the work, certified Police Officers and the Public Works employees will receive paid holiday leave on the actual holiday, not the observed holiday.
 2. Full-time employees are eligible for 8 hours of paid holiday leave per holiday listed above. Holiday leave does not count as time worked for the purpose of calculating compensatory time or overtime, except for full-time, non-exempt certified Police Officers who are scheduled to work the actual holiday. This provision only applies if the employee has physically worked 80 hours in the pay period, i.e., employee has not taken and vacation, sick or personal leave during the pay period in which the holiday falls.
 3. Part-time/Benefited employees are eligible for the number of hours the employee is regularly scheduled to work on the day the holiday falls. If the employee is not regularly scheduled to work on the day the holiday falls, the employee is not eligible for paid holiday leave for that day.
 4. Part-time/Non-benefited and Seasonal employees, and Volunteers are not eligible for paid holiday leave pay.
 5. Full-time employees who are called out on a holiday shall receive their overtime rate of pay for each hour worked, unless the hours have already been paid at an overtime rate in the calculation of overtime for the applicable period.
 6. Employees do not receive paid holiday leave when on any unpaid leave status and are not receiving any compensation during the pay period in which a holiday falls.
- D. Sick Leave - Sick leave time off with pay is available to eligible employees for periods of temporary absence due to illness, injury, or to obtain necessary medical care for themselves, a spouse, or a dependent living in the employee's home, except as otherwise authorized by a department director. Sick leave may also be used for any City approved FMLA leave use. Sick leave hours are intended to provide income protection in the event of illness, injury, or approved FMLA use, and shall not be used for any other absence. An employee is prohibited from working secondary employment during the actual hours of sick leave. Sick leave may not be used until the pay period following its accrual.

1. Eligibility. Sick leave shall be accrued from the date of hire by all Full-time and Part-time/Benefited employees. Part-time/Non-benefited and Seasonal employees, and Volunteers are not eligible for sick leave.
2. Accrual. Employees shall accrue sick leave at the following rates:
 - (a) Full-time employees shall accrue 3.70 hours of sick leave per pay period (96 hours annually).
 - (b) Part-time/benefited employees shall accrue sick leave at prorated rates outlined below:
 - (1) Part-time/Benefited employees working 24-29 hours per week shall accrue annual vacation leave at the rate of $\frac{3}{4}$ that of a Full-time employee.
 - (2) Part-time/Benefited employees working 18-23 hours per week shall accrue annual vacation leave at the rate of $\frac{1}{2}$ that of a Full-time employee.
 - (c) Sick leave shall accrue to a maximum of 90 days or 720 hours for all employees.
 - (d) Employees do not accrue sick leave while on a leave without pay status, including any pay period in which accrued leave is the only available paid leave. Employees do not accrue sick leave while on FLMA status. Employees do not accrue sick leave while on paid or unpaid administrative leave.
 - (e) Newly hired eligible Full-time and Part-time/Benefited employees will not accrue sick time until the first full pay period worked.
3. Reporting Absences. Employees who are unable to report to work due to illness or injury shall notify their supervisor before the scheduled start of their workday, if possible. The supervisor must also be contacted on each additional day of absence.
 - (a) For sick leave in excess of 3 consecutive working days, or if abuse of sick leave is indicated, the Mayor, or designee, may require a certificate from the attending physician stating that such illness prevented the employee from working. Employees may also be required to demonstrate the ability to perform essential job duties and/or provide a medical release before returning to work.
4. Cash-out or transfer of Sick Leave.
 - (a) Cash-out. At no time shall an employee be allowed to cash out sick time.
 - (b) Transfer. At the end of each calendar year, Santaquin City shall contribute sick leave accrued in excess of 720 hours to a retirement saving plan set up in the employee's name and administered by the Utah State Retirement System (URS). Contributions shall be made at a rate of 25% of the excess hours or 1 hour contributed for every 4 hours in excess of 720 hours. Remaining hours in excess of 720 hours at the end of the calendar year shall be forfeited. Sick leave transfers shall be made at the employee's current rate of pay.
5. Termination of Employment. An employee who terminates employment voluntarily or upon retirement may be paid 25% of their vested sick time. An employee is vested when the employee has been employed with Santaquin City for 5 consecutive years. An

employee whose employment is terminated for cause shall not be compensated for unused accrued sick leave.

6. Records. Official sick leave records will be maintained and kept current on city records and shall be posted on payroll check stubs.

E. Donation of Leave

1. Purpose. In order to allow employees to assist other employees who have responsibly managed their leave, but who are facing emergency situations or in situations where an employee has insufficient annual and/or sick leave to accommodate a prolonged illness or recovery, employees may donate, on a voluntary basis, annual and/or sick leave to another employee. Employees who have abused or misused leave are not eligible to receive donated leave. The Mayor, or designee, will review and approve each request on a case-by-case basis.
2. Eligibility. An employee may become eligible for donation of leave time if they have exhausted their existing leave benefits (sick leave, annual vacation leave, and accrued compensatory time), filed for FMLA leave with the City, filed for long-term disability if applicable, and have submitted a written request outlining the need for the donation of leave to the Mayor, or designee.
3. Donating Leave. All donations shall be strictly voluntary and confidential. Anyone who attempts to influence or coerce another employee in any manner will be subject to disciplinary action up to and including termination of employment. To donate leave time to an eligible recipient, the donor must:
 - (a) Submit a written statement indicating the amount and type of leave donated.
 - (b) An employee donating sick leave must have a balance of accrued sick leave in the amount equal to or greater than 240 hours after the amount of sick leave has been donated. Sick leave will be converted at the rate of 1 hour of time for every 4 hours donated or 25%, and further converted into a dollar amount based upon the donor's hourly rate. The dollar equivalent will be deposited into the general donation account. Sick leave may not be donated simply because an employee has reached the 720-hour cap.
 - (c) An employee donating annual vacation leave must have a balance of accrued annual vacation leave in the amount of 40 hours after the amount annual vacation leave has been donated. There is no maximum amount of annual vacation leave that can be donated. Donated annual vacation leave will be converted on an hour per hour basis, and further converted into a dollar amount based upon the donor's hourly rate. The dollar equivalent will be deposited into the general donation account.
4. Other Provisions. The following general conditions apply to the leave donation policy.
 - (a) Donated leave will be used in the order the donations are received.
 - (b) The maximum amount of donated leave an employee may receive in any calendar year is 12 weeks.

- (c) The use of donated leave shall be terminated once the employee returns to work or the conditions of the original sick leave request are no longer applicable.
 - (d) During the time an employee receives Worker's Compensation, or disability, they are not eligible to receive any donated leave.
 - (e) To be eligible to participate in the donated leave program an employee must have been employed by the City for at least one year as a benefited employee.
 - (f) If the number of hours donated exceed the requested number or twelve weeks, the remaining hours will not be transferred and will remain in the general donation account.
 - (g) No sick leave or annual vacation leave benefits will be accrued by the recipient during the extended leave where the only compensation is from donated leave.
- F. Bereavement/Funeral Leave – Upon authorization an employee may receive a maximum of 24 hours bereavement leave per occurrence with pay, at the Functional Area Director's discretion, following the death of a member of the employee's immediate family. Upon authorization, an employee may receive a maximum of 8 hours bereavement leave per occurrence with pay, at the Functional Area Director's discretion, following the death of a member of the employee's extended family. (Res 12-3-2015)
- 1. Immediate family means the following relatives of the employee or spouse (including in-laws or step-relatives): spouse, parents, siblings, children, all levels of grandparents, or all levels of grandchildren.
 - 2. Extended family means the following relative of the employee or spouse (including in-laws or step-relatives): aunts, uncles, 1st cousins, nieces or nephews. (Res 12-3-2015)
- G. Military Leave - It is the policy of Santaquin City to comply with the provisions of Utah State Code 39-3-1 Public Officers and employees in military service, Utah State Code 39-3-2 Government employees in United States armed forces or National Guard, and in accordance with the Uniformed Services Employment and Reemployment Rights Act (USERRA).
- 1. Active Duty. Employees called to active military duty shall be granted leave for such service.
 - (a) An employee must notify their Functional Area Director and the Personnel Officer of their military orders as soon as possible. A copy of official military orders shall be submitted with a request for leave.
 - (b) An employee entitled to leave under this section shall be restored to the same position, or to a position equivalent to the same position, which the employee held immediately prior to the commencement of active military service.
 - (c) A request for restoration of employment must be submitted within 40 days after release from active services.
 - (d) Restoration of employment shall be made within 20 days after submission of the request to Santaquin City.

- (e) Employees do not accrue vacation or sick leave while on a leave without pay status, including any pay period in which accrued leave is the only available paid leave.
 - (f) An employee returning to employment shall retain all sick, vacation and other leave to which the employees were entitled immediately prior to the commencement of the active military service and shall receive and earn benefits and compensation at the same level not less than that to which the employee would have been entitled had the employee not been absent due to active military service.
 - (g) Health and Dental benefits will discontinue the first of the month following entry into active military duty, or until the military insurance begins. Life Insurance ADD and LTD benefits will discontinue the first of the month following entry into active military duty. Upon returning to work all benefits will be reinstated.
 - (h) Contributions to Utah State Retirement benefits continue during active duty as required by law.
2. National Guard or Military Reserves. Employee shall be granted leave for service in the National Guard or in the Armed Forces reserves for the purpose of fulfilling annual field training.
- (a) Employees may use accrued vacation leave or compensatory time for National Guard or Military Reserves annual field training.
- H. Jury or Witness Duty - The City recognizes the duty of every employee, as a citizen of the United States, to perform jury duty or serve as a witness in court on behalf of another party.
- 1. Employees will be granted time off to perform jury duty or serve as a witness in court. This time is paid at the base rate of eight hours straight time for each day at the employee's regular rate of pay. If leave is due to a court appearance on the employees own behalf as a defendant or plaintiff, the employee will not be paid, however employees may use vacation or compensatory time.
 - 2. Employees retain jury and witness fees received from the court for such services. Any mileage expenses paid by the court to reimburse the employee for travel to and from the courtroom may be retained by the employee.
 - 3. An employee must show the jury or witness duty subpoena to their supervisor as soon after receipt as possible so the supervisor may make arrangements to accommodate their absence. An employee on jury duty leave must keep his or her supervisor informed on a daily basis as to whether the jury duty will continue. If the employee is selected as a juror, the supervisor should be provided at least weekly updates of the status of the case and when the employee anticipates returning to work.
- I. Basic FMLA Leave Provisions - The Family and Medical Leave Act (FMLA) grants eligible employees the statutory right to take up to 12 weeks of paid and/or unpaid leave, health insurance benefits, and with some limited exceptions, job restoration within a rolling 12-month period following the designation of FMLA leave. The City will designate FMLA leave for an employee whenever it has knowledge that the employee may qualify.
- 1. An employee is eligible under the Family and Medical Leave Act if the employee has been employed with the City for a minimum of 12 months and has worked a minimum of 1250 hours in the 12-month period immediately preceding the request.

2. Eligible employees may request, or the city may designate, up to 12 work weeks of paid/unpaid leave for situations related to certain family and medical reasons such as:
 - (a) To care for the employee's child after birth, or placement for adoption or foster care.
 - (b) To care for the employee's child, spouse, or parent (but not in-law) who has a serious health condition. A serious health condition means an illness, injury, impairment, or physical or mental condition that involves inpatient care in a hospital, hospice, or residential medical care facility; or continuing treatment by a health care provider.
 - (c) For the employee's own serious health condition (including any period of incapacity due to pregnancy, prenatal medical care, or childbirth) that makes the employee unable to perform one or more essential functions of the employee's job.
 - (d) Because of any qualifying exigency arising out of the fact that an employee's spouse, child, or parent is a covered military member on active duty or has been notified of an impending call or order to active-duty status in the Armed Forces in support of a contingency operation.
3. Eligible employees whose leave qualifies under one of the above situations should make requests for family and medical leave to the Personnel Officer and notify their supervisor in writing, at least 30 days in advance of foreseeable event(s) and as soon as practical for unforeseeable event(s). Requests for leave should be made even if the employee has accrued time off available. The City reserves the right to designate FMLA leave for an employee whenever it has knowledge that the employee may qualify even when no notice was given. Typically, FLMA leave will be designated if an employee is on leave for a qualifying event for more than 10 consecutive working days or 2 working weeks.
 - (a) In an emergency, when the need for leave was not previously known, the employee must contact his or her supervisor within 48 hours or as soon as practical.
 - (b) An eligible employee may take leave consecutively or intermittently for qualifying conditions. If intermittent or reduced leave is needed, employees are strongly encouraged to schedule their leave, so it does not unduly disrupt City operations.
 - (c) All employees requesting leave or whose leave has been designated FMLA leave under this policy must complete the applicable Certification of Health Care Provider form and return it to the Personnel Officer within 15 working days.
 - (d) The Personnel Officer will process the certification and provide the employee with the Notice of Eligibility and Rights & Responsibilities form and Designation Notice.
4. An employee on designated FMLA leave will have all absences related to that qualifying event count toward the total eligible 12 weeks of FMLA leave.
5. Eligible employees must exhaust all available paid leave (accrued vacation, sick, and personal leave, and compensatory time) before going on a leave without pay status. Supervisors will be responsible for submitting the employee timecard to payroll and FMLA tracking form to the Personnel Officer while an employee is on FMLA leave if the employee is unable to do so.

6. Subject to the terms, conditions, and limitations of the applicable health insurance plans, the City will continue to contribute to premiums in accordance with established policy during an employee's approved FMLA leave, however seniority, vacation, sick, personal, and other benefits will not accrue during unpaid time off, including any pay period in which accrued leave is the only available paid leave. The employee must continue to pay any portion of the premiums that the employee would typically pay if not on leave, either through payroll deduction or through personal reimbursements. The City has the right to recover health insurance premiums if the employee does not return from FMLA leave.
7. If the employee is returning from leave for their own serious health condition, the City may request a fitness-for-duty or release to work report from the health provider before the employee can return.
 - (a) Upon return from FMLA leave, the City will accommodate an employee's return to their original or an equivalent position.
 - (b) If an employee fails to return to work after the 12 weeks of leave have expired, the employee is responsible for reimbursing the City for any unpaid employee share of the premium costs.
 - (c) If any employee fails to report to work promptly at the end of the 12 weeks of FMLA leave, the City will assume the employee has resigned and employment will be terminated, unless they have received a written approved leave of absence.
 - (d) Additional Military Family Leave Provisions (Injured Service Member Leave). In addition to the basic FMLA leave provisions, an eligible employee who is the spouse, child, parent or next of kin of a covered service member is allowed to take up to 26 weeks of leave during a single 12-month period to care for the service member with a serious injury or illness. Leave to care for a service member shall only be available during a single, 12-month period and, when combined with other FMLA qualifying leave, may not exceed 26 weeks during the single 12-month period. The single 12-month period begins on the first day an eligible employee takes leave to care for the injured service member. Expanded additional leave may also be available to care for certain former service members.
8. Work Prohibited While on FMLA Leave. Employees shall not work secondary employment during regularly scheduled working hours while on FMLA leave.

J. Fit For Duty

1. The City recognizes that physical or mental ability issues may impact an employee's ability to perform his or her job duties. It is in the best interest of the City and the employee to identify factors impacting the workplace.
2. Fitness for Duty Referrals
 - (a) A supervisor may refer an employee for a fitness-for-duty evaluation. The supervisor will make a written request to the City Manager or designee when referring an employee for an evaluation.
 - (1) The Supervisor's written request will include a copy of the employee's job description, brief work history, and work-related problems.

- (2) The evaluation will be conducted by a private contracted provider.
 - (3) The City will notify the employee in writing of the required evaluation date, time and location.
 - (4) The City will place the employee on paid administrative leave during the evaluation period.
 - (5) Evaluation costs are paid from the City's General Fund subject to the availability of funding.
- (b) Fitness for Duty Evaluation
- (1) The provider's written evaluation will include:
 - reasons for the referral;
 - a diagnosis including expected duration and required medical or psychological plan;
 - a statement indicating whether the employee can perform the job;
 - identification of any tasks the employee cannot perform; and
 - a statement indicating whether the employee needs a reasonable accommodation to perform the essential job duties and the recommended accommodation.
 - (2) Upon completion of the fitness for duty evaluation, the City will notify the employee of the results.
 - (3) The City, in consultation with the City Manager or designee, will determine whether the employee may return to work, be placed on qualifying leave, or be separated from employment.
 - (4) An employee who refuses to submit to a fitness for duty evaluation or fails to make progress towards completing the evaluation plan may be disciplined in accordance with the City's discipline policy.
- (c) Confidentiality and Records
- (1) Records obtained under this policy that contain medical, psychiatric or psychological data about an employee will be classified as protected in accordance with [Government Records Access and Management Act \(GRAMA\)](#).
 - (2) Evaluation information may only be released for employment related purposes and will be limited to persons with a work-related concern.
 - (3) Fitness-for-duty evaluation records will be kept in a locked file by the HR Manager or designee and will be made available only to qualified medical personnel upon written release from the employee and in accordance with applicable State or Federal laws relating to medical records.

K. Administrative Leave -

1. Administrative leave with pay. The Mayor, or designee, may assign administrative leave with pay under any of the following circumstances:
 - (a) Pending the outcome of an investigation to determine possible disciplinary action against the employee.

- (b) Pending the results of a post accident or reasonable suspicion drug and/or alcohol test.
 - (c) With regard to incidents resulting in extreme stress.
 - (d) To protect City interests during an end of employment process.
 - (e) Other circumstances determined to be in the best interest of the City and/or employee.
2. An employee shall not engage in secondary employment during the actual hours designated as administrative leave with pay. The City may, at its discretion, additionally restrict the activities of an employee on administrative leave with pay. Examples include being required to remain at the employee's residence during designated working hours (except to obtain medical care, to fulfill religious obligations, or as specifically authorized), remain readily available and immediately respond to phone contact or return to work, modification of working hours, or restrictions on secondary employment outside administrative leave hours.
3. After review by the City Attorney and with the authorization of the Mayor, or designee, an employee charged with a job-related felony, after judicial review, may be placed on administrative leave without pay.
4. Administrative Leave without Pay. Full-time and Part-time/Benefited employees are eligible to request leave without pay (unrelated to FMLA leave) for up to 12 months as described in this policy. Eligible employees interested in a leave without pay must submit a written request to the Mayor, or designee, detailing the nature of the leave.
- (a) Requests for leave without pay will be considered based on criteria such as the nature of the request, the impact to the organization, and the benefit to the employee and/or the City. The City does not grant a leave without pay, unless it is believed the employee will remain employed by the City at the end of the leave. The City may end an approved leave without pay at its discretion, upon reasonable notice to the employee.
 - (b) Prior written approval must be obtained from the Mayor, or designee.
 - (c) Vacation leave, sick leave, personal leave, holiday leave and other City benefits will not continue to accrue during the approved leave of absence period.
 - (d) Employees that are granted a leave without pay are required to pay for employee benefits costs that are normally taken through payroll deduction.
- L. Unauthorized Absence - Any unauthorized absence is grounds for disciplinary action. An employee who is absent for 3 consecutive workdays, without authorized leave, shall be deemed to have voluntarily resigned.
- M. Breaks and Meal Periods - The City offers breaks and meal periods as work allows.
1. The City may provide two paid breaks of up to 15 minutes each during a standard workday as determined by the supervisor.

2. The City normally provides a 30-minute unpaid meal period for full-time employees during a standard workday.
 3. Breaks and meal period for part-time employees will be determined by the department director depending on the number of hours scheduled to work during a standard workday.
 4. Employees in public safety positions shall take breaks and meal periods in accordance with Department work schedules and policies.
 5. Employees under the age of 18 are entitled to a meal period of at least 30 minutes not later than 5 hours from the beginning of their shift. A rest break of at least 10 minutes is required for employees under the age of 18 for every three-hour period or part thereof that is worked.
- N. Lactation/Breastfeeding. This policy outlines the reasonable break time for an employee to express breast milk for her nursing child for one year after the child's birth each time such employee has need to express the milk.
1. For up to one year after a child's birth, any employee who is breastfeeding her child will be provided reasonable break times as needed to express breast milk for her baby. Santaquin City has designated a room at each location for this purpose. Refrigeration units are available in all work locations. Any breast milk stored in the refrigerator must be labeled with the name of the employee and the date of expressing the breast milk. Any nonconforming products stored in the refrigerator may be disposed of. Employees storing milk in the refrigerator assume all responsibility for the safety of the milk and the risk of harm for any reason, including improper storage or refrigeration and tampering. Nursing mothers wishing to express milk must coordinate a schedule for breaks, the location and use of the room, and the need for alternative refrigeration equipment with their program manager. Employees who work off-site or in other locations will be accommodated with a private area as necessary.
 2. Breaks of more than 20 minutes in length will be unpaid, and the employee should indicate this break period on her time record.

3.3 EMPLOYEE BENEFITS

- A. Retirement - Santaquin City participates in the public employee and public safety retirement programs of the Utah State Retirement System (URS).
1. Eligibility.
 - (a) All Full-time and Part-time/Benefited employees and compensated appointed positions are eligible for URS benefits.
 - (b) Part-time/Non-benefited and Seasonal employees, and Volunteers are not eligible for URS benefits.
 - (c) The Mayor and City Council Members who are elected or appointed to their position are considered part-time ineligible for URS benefits, unless income levels equal or exceed URS requirements.
 2. Plan Tiers.

- (a) Tier I Employees. All eligible employees participating or who have previously participated in URS prior to July 1, 2011.
 - (b) Tier II Employees. All eligible employees who, for the first time, begin participation in URS on or after July 1, 2011.
3. Plan Rates. Contribution rates for Tier I and Tier II plans are recalculation and set annually by URS. New plan rates are effective July 1st of each year.

Because of complexities of the plans offered by Utah State Retirement System employees should refer to the informational handbook, contact the Personnel Officer, or contact URS directly regarding any questions concerning the plan.

- B. Medical & Dental Insurance - The City may offer group medical and dental insurance benefits to Full-time employees. Shared rates will be established by the Mayor and City Council and shall be included in the annual budget.
1. Eligible employees are enrolled when hired. Employees may make changes to group benefit plans once each year during a specified period known as "Open Enrollment" or when a life event occurs, such as marriage, divorce, birth of child, etc.
 2. The employee has the responsibility to inform the city of any change in coverage, including, but not limited to the birth/adoption of a child, marriage, a divorce, legal separation, a child losing dependent status under the group health plan. Notification should occur within seven (7) working days of the actual event.
 3. Eligible employees who provide proof of insurance under another plan may choose to waive the City's coverage annually. A portion of the City's insurance premium cost may be reimbursed to the employee through the payroll process.
- C. Life Insurance - Basic life insurance may be provided by the City for all Full-time employees.
- D. FICA (Social Security & Medicare) - All employees are covered by the benefits of Old Age, Survivors and Disability Insurance as provided by law. Contributions of the employee and the City will be made in accordance with Federal law.
- E. Savings Plan - All Full-time and Part-time/Benefited employees are eligible to participate in an employee funded savings plan (401k, 457, or Roth IRA) through Utah State Retirement Systems.
- F. Employee Assistance Program - The City provides an Employee Assistance Program (EAP) for eligible employees, and their dependents. The EAP is a confidential counseling and referral service that is designed to help employees and their family members deal with personal and/or work-related problems and concerns. Additional information on the EAP is available at the Administration Office.
- G. Uniform Allowance - The City will provide employee uniforms when uniforms are required to fulfill job responsibilities. Uniforms will be maintained and worn in accordance with City and Department policies.

3.4 TERMINATION OF EMPLOYMENT

- A. Santaquin City's termination of employment procedures ensure that all department directors, supervisors and managers follow an established and prescribed separation from employment process including the timely reporting and processing of terminations of employment, exit interviews and paperwork.
- B. Types of terminations:
1. Resignation: an act by an employee or intern who chooses to resign their current merit or non-merit position for reason of his or her own choice. Employees should notify their supervisor in writing and provide at least 2 weeks of notice.
 2. Resignation by Absence: an act by an employee who is absent for three or more scheduled workdays without notice, permission, or without good reason will be considered as having resigned.
 3. Retirement: an act on behalf of an employee who meets the eligibility of the Utah Retirement System to retire from active service with the City. Employees should work with URS and provide notice to the City at least 90 days before their scheduled retirement date.
 4. For Cause: an action taken by the City in regard to severing employment from an employee who has been disciplined through the proper process and steps of the City's discipline policy.
 5. Reduction in Force: an action taken by the City due to business needs to reduce the workforce and following the proper policy (2.4 Employee Reduction in Force Policy) with a workforce adjustment plan.

SECTION 4: EMPLOYEE CONDUCT

4.1 CODE OF CONDUCT

- A. Professionalism - Santaquin City is a public entity whose purpose, among others, is to provide professional services to its citizens. Its employees must adhere to high standards of public service that emphasize professionalism and courtesy. City employees shall conduct themselves in a way that will bring trust and respect to themselves and the City.
- B. Honesty - Employees shall be honest in word and conduct and never use their position to benefit themselves personally, or another party, through the disclosure of or by acting on confidential information, award of work, procurement of supplies, or use of City facilities, equipment, or resources.
- C. Privileged Information - Santaquin City employees that are involved with Information of significant public interest may not use this privileged information for personal gain, nor to benefit friends, acquaintances, or any other individual or entity. If an employee has an outside interest which could be affected by any Santaquin City plan or activity, this situation must be reported to the Mayor, or designee, immediately. Each employee is charged with the responsibility of ensuring only information that should be made available to the general public is released as defined in the Government Records Access and Management Act ("GRAMA").
- D. Confidentiality - Employees shall not disclose, or willfully allow to be disclosed, any information gained by reason of their position, for any reason other than its official or authorized purpose. Employees will comply with the confidentiality requirements of State Law and the City Code, including restrictions against disclosing or using private protected, or controlled information acquired by reason of a member's official position for the employee's or another's private gain or benefit.
- E. Conflicts of Interest – Santaquin City employees shall abide by the Utah State Municipal Officers' and Employees' Ethics Act (UCA §10-3-1301 thru UCA §10-3-1312).
- EF. Outside Activities - Santaquin City employees shall not use Santaquin City owned property in support of outside interests and activities when such use would compromise the integrity of Santaquin City or interferes with the employee's duties. Specifically, an employee who is involved in an outside activity such as a civic organization, church organization, committee unrelated to Santaquin City business, public office, or service club, shall:
1. Pursue the outside activity on the employee's own time.
 2. Pursue the outside activity away from Santaquin City offices.
 3. Discourage any phone, mail or visitor contact related to the outside interest at Santaquin City offices or while on duty.
 4. Arrange for annual vacation leave or compensatory time off in advance to pursue the outside interest during business hours.
 5. Except as provided in paragraph L of this section, an employee shall not use data processing equipment, software, postage metering machines, copiers, other Santaquin City owned equipment or supplies for the outside interest.

FG. Political Activities - City employees shall not use City owned property, work time, or influence of position over other employees while engaging in any political activity.

GH. Secondary Employment - The Municipal Officers and Employees' Ethics Act establishes standards of conduct for City employees and appointed city officials for the disclosure of actual or potential conflicts of interest between public and personal duties. Employees are required to provide written notification to the Mayor, or designee, in the form of a sworn disclosure statement, of any secondary or outside employment, or before starting any secondary or outside employment, or if the employee has an interest in an entity that does business with Santaquin City. The written disclosure statement must contain the name and address of the City employee, the name and address of the person or business entity, and the position that would be held by the City employee with the person or business entity and the nature of his or her business interest.

1. Secondary Employment must be pre-approved by the Mayor, or designee.
2. Secondary Employment must in no way interfere, conflict with, or affect a City employee's duties.
3. If an employee's performance is distracted by secondary employment, the employee will be asked to discontinue the secondary employment, or face disciplinary action, up to and including termination of employment.

HJ. Additional Secondary Employment for Sworn Police Officers.

1. Utah State Law outlines specific Secondary Employment requirements and regulations for Sworn Police Officers. These requirements and regulations are outlined in the Santaquin City Police Department Policies and Procedures.

IJ. Gifts & Gratuities - Acceptance of gifts and gratuities shall be governed by Utah State Law 67-16, Utah Public Officer' and Employees' Ethics Act, unless department policy is more restrictive.

JK. Attendance - All employees shall meet attendance and punctuality requirements in accordance with department and supervisory guidelines.

KL. Appearance - In order to maintain a professional atmosphere and appearance, all employees including those who wear uniforms, shall maintain the following minimum standards:

1. Employees must maintain a high standard of personal hygiene. Employees must appear neat and clean and have no offensive odors. An employee's hair must be clean and groomed.
2. Employees must wear clothing appropriate to their employment. Appropriateness may vary, depending upon the nature of work performed, safety concerns, and degree of public contact.
3. Employees must wear clothing that is clean and neat, and not torn or frayed. Employees must avoid clothing that is unduly revealing, immodest, or otherwise inappropriate for a professional office setting or other work environment.
4. In addition to the above, all employees shall meet department dress and appearance policies.

LM. City Owned Electronic Communication Devices - City electronic communication devices, including but not limited to, phones, cell phones, desktop and laptop computers, etc. and all their content are the property of the City, and there is no expectation of privacy for any employee. These devices are provided to facilitate the effective and efficient completion of job duties. The City retains the right to monitor, deny access, or copy content at any time, including communications made on a third-party server.

1. Employees shall not intentionally use City electronic communication devices to download, view, print, or store any sexually explicit content, except as necessarily required by the employee's official job duties. Inadvertent exposure shall be immediately reported to the employee's supervisor.
2. Employees shall not use City electronic communication devices for on-line gaming, gambling, and unauthorized peer-to-peer file sharing.
3. Employees shall not use City electronic communication devices to violate the City's harassment, discrimination, or other policies.
4. Unauthorized audio and/or video streaming is prohibited, to preserve the City's bandwidth capacity.

MN. Use of Social Media – All employees shall adhere to the policies and procedures outlined in the Santaquin City Social Media Policy. This Resolution is appended to this, the Santaquin City Employee Policies and Procedures Handbook, as Addendum C.

NO. Personal Use of City Equipment - Limited personal use of City owned equipment may be authorized by supervisors, consistent with this policy. Further clarification can be found in Santaquin City Resolution No. 06-02-2019.

1. Computer Equipment. An employee's use of City computer equipment must comply with the following provisions.
 - (a) The use offers an opportunity for the employee to increase the employee's job-related knowledge and skills.
 - (b) The employee is not compensated for the work performed, unless the employee has received prior written approval by the Mayor, or designee.
 - (c) The employee pays for the cost of consumables and other attendant expenses (diskettes, paper, computer on-line/access charges, etc.).
 - (d) The employee uses the computer system after hours, or on the employee's personal time.
 - (e) The employee does not use the computer system for permanent storage of data.
 - (f) Use does not conflict with the employee's Santaquin City responsibilities or normal Santaquin City business.
 - (g) All data stored on, and software developed on, Santaquin City owned computer equipment is the property of Santaquin City and may be viewed/reviewed by the Mayor, or designee, at any time.

2. Postage Meters. No employee shall be allowed to use Santaquin City owned postage metering machines at any time for posting and mailing of any material of a personal nature.
3. FAX and Copying Machines. Any employee desiring to use Santaquin City owned FAX or copying machines for items of a personal nature may do so after paying for such use at the rate established by resolution of the City Council on the consolidated fee schedule.
4. Telephones. Employees are expressly prohibited from making long distance telephone calls of a personal nature on Santaquin City owned telephones. Employees may use Santaquin City owned telephones for local personal calls. Personal local telephone calls will be limited to necessity and must not disrupt the carrying out of employee responsibilities.
5. Cellular Phones. Cellular phones are a tool to be used as a convenience for the City and to increase productivity of those authorized to use them. They are to be properly maintained and functional during work times for the City. Employees authorized to use cell phones shall do so primarily for City business. Any non-City use shall be reimbursed to the City, if "local" minutes exceed the package allotment. Cell phones privileges may be revoked at any time by the Mayor, or designee.
6. E-mail, voicemail, Internet, etc. cannot be used for any improper purposes, such as harassing or annoying anyone, obtaining illegal or copyrighted materials, or transmitting or receiving messages that insult, degrade or poke fun at gender, sexual orientation, race, color, national origin, age, religion, disability, citizenship, etc.
 - (a) Employees are to comply, in all respects, with the "Unsolicited Commercial and Sexually Explicit Email Act", UCA §13-36-101, which prohibits sending, forwarding, or otherwise transmitting commercial or sexually explicit emails which are unsolicited.
 - (b) Employees shall not intentionally pass on viruses or other items which might affect the city computer system.
7. Use of personal communication devices during work hours. The use of personal communication devices shall not unreasonably interfere with the performance of the employee's duties or interfere with City business operations.
8. Vehicles. City vehicles are provided for use by employees for city business. Employees shall not use city vehicles for personal business unless authorized in advance by the Mayor, or designee. Exceptions may include incidental use of a city vehicle while attending conferences or other business-related travel related, etc.
9. Other Equipment. The personal use of any Santaquin City equipment or tools is strictly prohibited. However, reasonable use of Santaquin City tools and equipment to protect property and preserve life is authorized. Public Safety employees may be permitted to use body armor and firearms with prior approval from the Mayor, or designee.
10. Personal Equipment. From time to time a City employee may wish to use a personal tool or piece of equipment in the performance of a City duty. This equipment must be used safely and may be permitted at the Mayor, or designee's discretion on a voluntary non-paid basis. Unless otherwise approved in advance of its use, any voluntary use of

personal equipment, though appreciated, is at no risk to the City for replacement or repair. No employee shall use a personal tool or piece of equipment not owned by the employee in the performance of a City duty.

11. Misuse of Equipment. Misuse of any City owned equipment may result in disciplinary action, including termination.

OP. Abandonment - An employee who is absent from work for 3 consecutive days and is capable of providing proper notification to their supervisor but does not, shall be deemed to have abandoned their position. The City considers abandonment as a voluntary resignation.

4.2 HARASSMENT, DISCRIMINATION, & RETALIATION

A. General Policy - Santaquin City is committed to providing a work environment that is free of harassment or any other type of discrimination with regard to race, color, national origin, religion, gender, age, disability, pregnancy, or any other protected status. The City has a zero-tolerance policy towards any form of unlawful harassment or discrimination by or to any employee or retaliation against any employee protected under this policy. Misconduct identified in this policy is unacceptable behavior and is prohibited. The City will make reasonable efforts to prevent the conduct identified in this policy and will promptly investigate all complaints of violation of this policy. An employee's violation of this policy, whether legally constituting sexual harassment, discrimination, or retaliation, may result in disciplinary action, up to or including termination.

B. Prohibited Conduct - The City prohibits conduct that includes, but is not limited to:

1. Unwelcome sexual advances, requests for sexual favors, and other verbal or physical conduct of a sexual nature when
 - (a) submission to such conduct is made either explicitly or implicitly a term of the condition of an individual's employment,
 - (b) submission to or rejection of such conduct by such individual is used as the basis for employment decisions affecting such individual, or
 - (c) such conduct has the purpose or effect of unreasonably interfering with an individual's work performance or creating an intimidating, hostile, or offense working environment.
2. Other inappropriate conduct, such as
 - (a) derogatory comments, insults, suggestive remarks, or jokes involving sexual activity, or a person's race, color, national origin, religion, gender, age, disability, pregnancy, or any other protected status,
 - (b) display of photographs, drawings, cartoons, written material, objects, or use of electronic communication devices which would offend a reasonable person,
 - (c) inappropriate physical contact, such as patting or pinching,
 - (d) intentionally brushing against another person's body,

- (e) stating or implying that an individual's job performance is attributable to that person's race, color, national origin, religion, gender, age, disability, pregnancy, or any other protected status,
 - (f) giving of unsolicited or inappropriate gifts of a personal and private nature, or
 - (g) sexual assault of any kind.
3. Pervasive, unwelcome, demeaning, ridiculing, derisive, or coercive conduct towards another person based on race, color, national origin, religion, gender, age, disability, pregnancy, or any other protected status that
- (a) creates an intimidating, hostile, or offensive work environment,
 - (b) unreasonably interferes with a person's work performance, or
 - (c) otherwise adversely and unreasonably affects an employee's employment.
4. Retaliation against any employee for reporting, filing a complaint, or for assisting the City in its investigation of a complaint under this policy, even if such underlying complaint is determined to be unfounded. Retaliation may be deemed a separate violation of this policy and may subject the perpetrator to disciplinary action. Examples of retaliation include:
- (a) disciplinary action taken in bad faith,
 - (b) unwarranted changes in the terms of an employee's employment,
 - (c) spreading rumors about the employee,
 - (d) encouraging hostility from a co-worker,
 - (e) escalating the harassment, or
 - (f) disclosing confidential information with regards to an investigation being conducted under this policy, including discussing the investigation with unauthorized individuals such as witnesses, potential other victims, or alleged harassers.

C. Personal Employee Relationships -

- 1. Each City employee in a non-spousal romantic, dating, and/or sexual relationship with another City employee must promptly notify their Department Manager or Supervisor upon beginning or ending such relationship. The Department Manager or Supervisor shall notify the Functional Area Director, who is responsible for notifying the Mayor, or designee.
- 2. No employee shall have a romantic, dating, and/or sexual relationship with any employee that has direct or indirect supervisory responsibilities over the employee.

D. Employee Obligations -

- 1. Employees have the obligation to comply with this policy and avoid any prohibited conduct.

2. Employees have the obligation to report violations of this policy.
3. Employees have the obligation to fully cooperate in any investigation of an alleged violation of this policy, including the obligation to provide truthful and complete evidence and testimony in any investigation or proceeding.
4. Employees have the obligation to refrain from making any bad faith or known false complaint of violation of this policy.
5. Employees have the obligation to avoid retaliation against any person who files a complaint, or who participates or provides evidence or testimony in any investigation or proceeding under this policy.

E. Reporting Violations of This Policy -

1. Employees are required to report all incidents that they believe to be violations of the City's Harassment, Discrimination, & Retaliation Policy. These reports shall be made when the employee first feels they or someone else has been harassed, subjected to inappropriate conduct, discriminated against, or retaliated against. Employees must file such complaint with any one of the following: a supervisor, a Department Manager, Functional Area Director, Assistant City Manager, City Manager, City Attorney, or the Mayor.
2. If any supervisor, Department Manager, Functional Area Director, Assistant City Manager, or the City Manager becomes aware of possible discrimination, harassment, or retaliation, they shall immediately advise the Mayor and the City Attorney. Any employee employed in a supervisory capacity that has knowledge of an offense, and does not report the matter, shall be subject to disciplinary action.

F. Investigation - The City shall investigate all complaints, regardless of whether they are written or verbal, as expeditiously and professionally as possible. Confidentiality of the complaint will be maintained to the extent it is practical but cannot be guaranteed.

1. The Mayor, or designee, the City Attorney, and the involved Functional Area Director will coordinate the investigation.
2. The Mayor, or designee is responsible for moving the investigation forward, ensuring adequate documentation, and making recommendations.
3. The Mayor, or designee is responsible for accepting, modifying, or rejecting recommendations and, when appropriate, initiating disciplinary action.
4. Disciplinary action placed in any personnel file will not include the name of any victim.
5. An investigation determined to be unfounded will not be placed in any individual's personnel file. It will be retained as an investigative file. Access will be limited to appropriate Administrative Staff, City Attorney, and the Mayor, or designee.
6. Appeals about the conclusions of the investigation will be handled as follows:
 - (a) Disciplinary actions arising from the investigation will be handled consistent with the Employee Discipline section in this chapter.

- (b) The adequacy or conclusions of the investigation will be handled consistent with the Employee Grievance Procedures section of this chapter but will begin directly at Step Three (Appeal to Mayor, or designee).

4.3 ALCOHOL, DRUG, AND TOBACCO FREE WORKPLACE

- A. Alcohol & Drug Free Workplace - It is the policy of Santaquin City to promote a workplace free from the influence of drugs and alcohol. Working under the influence of alcohol, illegal drugs, or misused prescription drugs and other related conduct threaten the safety of the public and other employees and undermines effective and efficient City operations. A more detailed statement of the City's policy on drugs and alcohol is set forth in Ordinance No. 07-01-2010, an Ordinance amending the Santaquin City Code to include the Santaquin City Drug Free Workplace Policy (Chapter 24 of Title 1 of the Santaquin City Code). This Ordinance is appended to this, the Santaquin City Employee Policies and Procedures Handbook, as Addendum A.
- B. Tobacco-Free Workplace - Santaquin City is subject to and enforces the Utah Indoor Clean Air Act and is committed to providing a safe and healthy work environment.
 - 1. Employee Responsibility. All employees are prohibited from use of tobacco products (including chewing tobacco and vaping devices of any kind) throughout the workplace, including all City buildings, vehicles, and equipment. Use of tobacco products is also prohibited within 25 feet of any entranceway, exit, open window, or air intake of City buildings.

4.4 VIOLENCE-FREE WORKPLACE

- A. General Policy - Santaquin City is committed to maintain a safe and efficient working environment where employees and the public are free from the threat of workplace violence.
- B. Employee Obligations -
 - 1. Employees are obligated not to engage in violence or behavior that carries the potential for violence including, but not limited to assault, fighting, or foul, abusive, or threatening language or gestures.
 - 2. Any possession of firearms or other weapons on City property, including City vehicles, or while conducting City business shall be in compliance with federal and state laws, and City Code.
 - 3. Employees must immediately report all incidents of violation of this policy to their supervisor.

4.5 EMPLOYEE DISCIPLINE

- A. General Policy - It is the responsibility of all employees to observe rules of conduct necessary for the proper operation of City government. Administrative procedures have been established for the handling of disciplinary measures when required.
- B. Causes for Disciplinary Action - Causes for disciplinary action, up to and including termination, may include, but are not limited to the following:

1. Violation of the laws of the United States, the State of Utah, or ordinances of Santaquin City or any other jurisdiction determined to be job related.
 - (a) A conviction (including a plea in abeyance or no contest) for the violation of any criminal law shall be prima facie evidence in any City hearing process.
 - (b) Violation may also be established in any City hearing process under an administrative standard of whether the evidence shows more likely than not the violation occurred regardless of the pendency or dismissal of criminal charges.
2. Violation of the code of conduct.
3. Conduct which endangers the peace and safety of others or poses a threat to the public interest.
4. Any behavior by an employee deemed inappropriate or disruptive to the work environment which may affect the ability of other employees to perform effectively.
5. Misconduct.
6. Malfeasance. (The performance of an act which is legally unjustified or conflicts with the law or City policy)
7. Misfeasance. (The wrongful performance of a normally lawful act.)
8. Nonfeasance. (The omission of some act which ought to have been performed.)
9. Incompetence.
- 10 Negligence.
11. Insubordination. (The opposition to and usually in defiance of established authority)
12. Failure to maintain skills.
13. Inadequate performance of duties.
14. Unauthorized or excessive absence or tardiness.
15. Falsification or unauthorized alteration of records.
16. Violation of City or department policies.
17. Falsification of employment application.
18. Discrimination.
19. Sexual harassment or prohibited sexual conduct.
20. Retaliation.

21. Misrepresentation (making false statements or knowingly allowing false statements or false impressions to be accepted as valid in the course of the employee's job-related duties).
 22. Theft or removal of any City property, or the property of any employee from the work premises without proper authorization.
 23. Gambling or engaging in a lottery on City property.
 24. Failure of a public safety employee to maintain physical fitness/ability standards.
 25. Inability to perform essential job duties, with or without reasonable accommodation.
 26. Violation of the Drug Free Workplace ordinance.
 27. Unlawful possession of firearms, weapons, or explosives on Santaquin City property.
 28. Carelessness which affect the safety of personnel or the public.
 29. Threatening, intimidating, coercing, or interfering with fellow employees on the job, or the public at large.
 30. Recklessly misusing, destroying, or damaging any Santaquin City property or the property of any employee.
 31. Misusing city owned equipment including but not limited to, office equipment, computers, the internet, tools, motorized equipment, etc.
 32. Sleeping during working hours.
 33. Fighting (verbal or physical) on Santaquin City premises, or while on city business, or in a city uniform. Exceptions will be made for Police Officers in altercations which occur in the line of duty.
 34. Any other action or behavior contrary to the best interests of the City.
- C. Types of Disciplinary Action - The following types of discipline are not written in progressive order and are not to be deemed a progressive disciplinary scheme or system:
1. Verbal Warning. A verbally communicated warning to an employee by a supervisor for a minor work behavior deficiency. Information including, but not limited to, date of the warning, reason for the warning, details of the discussion with the employee regarding the verbal warning should be kept for future reference.
 2. Written Reprimand. A formal written notice outlining work performance deficiencies and required corrective action, to an employee by a supervisor for disciplinary purposes, which is documented in the employee's personnel file. Written reprimand shall be signed by the employee, the supervisor and the Functional Area Director, if they are not the supervisor.
 3. Suspension. An employee may be suspended from work with or without pay for up to 30 days (240 hours) by the Mayor, or designee.

4. Demotion. An employee may be demoted to a lower grade position with or without a reduction in pay by the Mayor, or designee.
 5. Transfer. An employee may be transferred to another position within a department by the Mayor, or designee or to another position in a different department within the City.
 6. Termination. Full-time & Part-time/Benefited merit employees may be terminated by the Mayor, or designee, pursuant to section 4.5.D. Non-merit employees including, Part-time/Non-benefited and Seasonal employees and Volunteers may be terminated from employment at the discretion of the Functional Area Director with the approval of the Mayor.
 7. Employees whose conduct constitutes grounds for discipline may be subject to one or more of the foregoing disciplinary actions depending on the severity of the improper conduct. The City reserves the right to impose disciplinary action, up to and including termination of employment on a first offense, depending on the nature and severity of the improper conduct.
- D. Pre-Disciplinary Hearing – The Mayor shall conduct a pre-disciplinary hearing before imposing on a Full-time or Part-time/Benefited merit employee: suspension without pay for more than 2 days (16 hours); demotion or involuntary transfer from one position to another with less remuneration; or, termination. Pre-disciplinary hearings are not required for non-merit, Part-time/Non-benefited and Seasonal employees, and Volunteers . Subparagraphs D.1 through D.3 apply to pre-disciplinary hearings:
1. The employee shall be given written notice of the hearing, prior to the hearing, which will include an explanation of the charges against the employee and notice that discipline, up to and including termination where appropriate, will be considered.
 2. The pre-disciplinary hearing shall be conducted by the Mayor, or designee for the purpose of allowing the employee to respond to the charges and present information the employee believes is relevant to the decision.
 3. A decision as to the disciplinary action to be taken, if any, shall be made by the Mayor, or designee, and the employee shall be notified of the decision in writing within 5 working days after the hearing. This written notification shall include:
 - (a) The grounds for disciplinary action.
 - (b) Any disciplinary action to be imposed.
 - (c) The effective date and duration of the disciplinary action.
 - (d) Any required corrective action necessary for the employee to avoid further disciplinary action.
 - (e) Notice and a copy of the post-disciplinary hearing process outlined in 4.5 (E), if the imposed disciplinary action is termination, a suspension without pay for more than 2 days (16 hours), or demotion or involuntary transfer from one position to another with less remuneration.
- E. Appeals – Merit employees may appeal any disciplinary action to the Appeals Board. by following the procedures set forth in Ordinance No. 08-01-2009, an Ordinance naming the

Santaquin City Council (except for the Mayor) as the Appeal Board that is required by Utah law to hear and decide appeals of certain decisions regarding the discipline and/or discharge of city employees (Chapter 4 of Title 2 of the Santaquin City Code). This Ordinance is appended to this the Santaquin City Employee Policies and Procedures Handbook as Addendum B.

4.6 EMPLOYEE GRIEVANCE PROCEDURES

- A. General Policy - A grievance is defined as a complaint made by a City employee of a decision, or action taken by the City which affects an employee's employment status, except disciplinary actions. Disciplinary action appeals, if permitted, shall be handled consistent with the Employee Discipline policy (4.5).
- B. Grievance Process - The following process shall be followed in processing grievances made by City employees:
1. An employee wishing to grieve an incident or action meeting the definition above must submit the grievance in writing to his/her immediate supervisor within 10 business days of a decision or action. The written grievance should include at a minimum, the date, description of the decision or action in question, and the remedy sought. The employee's immediate supervisor shall respond to the employee's grievance in writing, detailing his or her decision, within 10 business days of receipt of the grievance.
 2. If the employee is not satisfied with the response of the immediate supervisor, the employee may submit a written grievance to their Functional Area Director within 10 business days of the immediate supervisor's response. The Functional Area Director shall respond to the employee's grievance in writing, detailing his or her decision, within 10 business days of receipt of the grievance.
 3. If the employee is not satisfied with the response of the Functional Area Director, the employee may submit a written request to the Mayor, or designee within 10 business days of receipt of the Functional Area Director's response. The Mayor, or designee, shall respond to the employee's grievance in writing, detailing his or her decision, within 10 business days of receipt of the grievance. The decision of the Mayor, or designee, is final and not appealable.
- C. Documentation - Copies of all grievances and responses shall be forwarded to the Administration Office for filing upon receipt or issuance.
- D. Open Door Policy - Santaquin City has an Open-Door Policy for all employees. This means, literally, that every Functional Area Director, Assistant City Manager, City Manager and the Mayor's door is open to every employee. The purpose of an open-door policy is to encourage open communication, feedback, and discussion about any matter of importance to an employee. This means that employees are free to talk with any Functional Area Director, Assistant City Manager, City Manager, or the Mayor at any time without creating repercussions for the employee.

4.7 SOCIAL MEDIA POLICY

- A. Purpose - The purpose of this policy is to provide guidelines and clarification for participation in both Santaquin City-hosted social media and for employee's personal use of social media when the employee's City affiliation is known, identified, or presumed. This policy is not

intended to guide personal online communications when employees do not associate or identify themselves with Santaquin City.

While this policy does not attempt to articulate all required or proscribed behavior, it does seek to assist in such judgment by providing guidelines. The same principles and guidelines that apply to employees in general apply to activities online. However, due to the nature of the internet, more accountability is to be expected. If you are unclear about the acceptable content or use of social media seek clarification from your supervisor beforehand.

B. Reference – Santaquin City Resolution 12-03-2014.

C. Personal Use of Social Media:

- 1 Employees should not be accessing social media sites during work hours unless it is a function of their job and they have been authorized to do so whether they are using City equipment or their own. Employees may access social media sites while on a break or during their lunch period. Appropriate caution should be taken when accessing anything on the internet at work in order to avoid potential risks, including security risks and other threats such as viruses, worms, etc.
- 2 Employees should make sure that they are aware of the Code of Ethics for their own license or discipline and follow that accordingly, as well as the Code of Conduct for City employees, when participating in social media.
- 3 It is strongly recommended that you *use a disclaimer* if you publish a blog, post a comment, or share an image and it has something to do with the work that you do at City or you acknowledge/imply that you are an employee of City. The following standard legal disclaimer language may be used:

“The postings on this site are my own and do not represent Santaquin City’s positions, strategies, or opinions.”

OR

“DISCLAIMER: This is a personal Website, produced on my own time and solely reflecting my personal opinions. Statements on this site do not represent the views or policies of my employer, past or present, or any other organizations with which I may be affiliated. All content is copyrighted.”

- 4 Santaquin City discourages staff in management/supervisory position from initiating “friend” requests (or similar requests on social media) with employees that they manage. Managers/supervisors may accept “friend” requests if initiated by the employee and if the manager/supervisor does not believe that it will negatively impact the work relationship.
- 5 General guidelines for social/personal media use (when you associate yourself in some way with the City) include the following:
 - (a) Be helpful and supportive. You are encouraged to share your insights, express your opinion, and share information as appropriate, especially when it is helpful to others.
 - (b) Do not misrepresent your position or credentials when associating yourself with the City on social media. Do not give advice or the appearance of giving advice beyond your credentials and experience and what would be appropriate on social media.

- (c) Please post knowledgeably, accurately, and use appropriate professionalism.
- (d) Be quick to correct your own mistakes and admit when you are wrong.
- (e) Do not use ethnic slurs, insults, obscenities, bullying or engage in other conduct that would be unacceptable at work or in social situations.
- (f) Be considerate of other's privacy and topics that could be considered personal.
- (g) Do not pick fights.
- (h) Make it clear that the words and thoughts you write online are your own and not your employer's.
- (i) Speak in the first person (I, not We) when referring to your work.
- (j) Be aware that your actions captured via images, videos, posts, tweets, or comments can reflect on the reputation and/or perception of the City.
- (k) You are legally liable for anything you write or present online.
- (l) Unless given specific permission, you are not authorized to speak on behalf of the City or to represent that you do so.
- (m) Employees can be appropriately disciplined and/or have litigation brought against them for commentary, content, videos, or images that are defamatory, pornographic, proprietary, harassing, libelous, or can create a hostile work environment.
- (n) Ensure that your social media activity does not interfere with your work commitments.
- (o) When appropriate, please direct others to the official website and social media accounts of the City for information.
- (p) The Santaquin City logo may only be used on city-approved sites or blogs.
- (q) Any employee found to be in violation of this policy may be subject to disciplinary action up to and including termination of employment.

SECTION 5: TRAINING & TRAVEL

5.1 EMPLOYEE TRAINING

- A. Employees are encouraged to obtain training through attendance at job related seminars, conferences, classes, certification courses, etc. The employee's Functional Area Director or department manager/supervisor must pre-approve all training attendance and payment of associated costs.
1. When training is approved, the involved time will be treated as time worked, consistent with City policy and FLSA regulations.
 2. If the employee voluntarily terminates his or her City employment within two years of the final date of the training, the Functional Area Director may require the employee to reimburse the City for the cost of the training, on a pro-rated basis (see educational assistance).
 3. Members of the Fire/EMS Department are required to obtain and maintain certifications as follows:
 - (a) Employees designated as firefighters are required to obtain, at minimum, Firefighter I & Hazmat Operation certifications within 12 months of employment.
 - (b) Employees designated as EMT-First Responder are required to obtain, at minimum, the EMT certification with 18 months of employment.
 - (c) Employees already certified as EMT or EMT-Advanced, may be approved to attend paramedic training, to the extent funding is available and the candidate meets the criteria in the Fire Department SOP VII. (Res 12-02-2015)
- B. Education Assistance - The educational assistance program provides assistance to employees who undertake undergraduate or graduate course of study which is mutually advantageous to the City and to the employee. Subject to available funding, employees may be eligible to receive partial tuition reimbursement.
1. Request. Request for education assistance must be submitted in writing to the Mayor, or designee. Pre-approval is required for reimbursement. Course work approved must be related and pertinent to the employee's current position. Final determination shall be made by the Mayor, or designee, with input from the Functional Area Director and is subject to availability of funds.
 2. Eligibility. Only full-time employees who have successfully completed the required probationary period are eligible for education assistance.
 3. Employee Reimbursement. The City expects the employee to front costs for college classes. Upon proof of completion of each course with a "B" or higher, or passing on a pass/fail course, and presentation of proper receipts, the City will reimburse 50% of tuition fees, materials, and other necessary costs.
 4. City Reimbursement upon resignation or termination of employment. In the event that the employee resigns or is terminated for cause, the employee will be required to reimburse the city for educational assistance using the following schedule:

- (a) 0-12 Months. If the employee resigns or is terminated for cause, 100% of tuition costs and fees paid by Santaquin City over the previous 0-12-month period must be reimbursed to the City.
- (b) 12-24 Months. If the employee resigns or is terminated for cause, 50% of the tuition costs and fees paid by Santaquin City over the previous 12-24-month period must be reimbursed to the City.
- (c) After 24 Months. The employee is not responsible for any reimbursement of tuition or fees paid 24 months prior to resignation or termination of employment for cause.
- (d) Termination of Employment without cause. If an employee is terminated without cause, they are not responsible for the reimbursement of any tuition costs or fees.

Reimbursement shall be deducted from the employee's final paycheck. In the event that reimbursement amounts exceed the amount of the employee's final paycheck, the employee is responsible for paying the City for the debt outstanding. The City reserves the right to collect all outstanding debts.

The City reserves the right to place a time limit on the completion of the degree. The City also reserves the right to deny or to delay payment for classes for concerns such as, but not limited to duration of employment, performance levels, etc.

- 5. Other. Employees will attend, travel to or from, and study on their own time. To accommodate course scheduling, irregular work schedules may be authorized by the Functional Area Director.

5.2 TRAVEL POLICY

- A. General Policy - From time to time employees are required to travel in the course of performing their job-related duties or to obtain training through attendance at job-related seminars. Requests for travel involving reimbursement or prepayment of related expenses must be made in writing by the employee on a travel form and approved in advance by the Mayor, or designee. All out of state travel is subject to the approval of the city council.
- B. Reimbursement. When an employee is to travel in the course of performing their work-related duties or attend any job-related training course, conference, seminar, or certification course, that has been approved prior to attendance, Santaquin City will provide the necessary time off with pay and will reimburse the employee for all approved costs including tuition or registration fees, authorized travel, meals, and lodging. Reimbursement rates are as follows:
 - 1. Meals. Meals will be reimbursed at the rate published by the U.S. General Services Administration. The location of the travel will determine which rates will be used (in-state, out-of-state, or area specific rates). If meals are provided as part of the work-related activity, training, conference, seminar or lodging accommodations, reimbursement shall not be made to the employee for those provided meals. Employees may receive a travel advance for meals not already covered with their training or accommodations. It is the Department Directors responsibility to review the registration form to confirm when meals are provided as part of the registration fee.
 - 2. Lodging.

- (a) Overnight lodging may be covered by the city under the following circumstances and as approved by the City administration:
 - (1) Employee is attending a multi-day event or training that requires more than an hour of drive time (one-way) from their home.
 - (2) Employee is attending a meeting or training that will require more than 1.5 hours of driving (one-way) to return home and the employee would not be able to return to their home before 10:00 PM. Conversely, if the training or event requires 1.5 hours of driving (one-way) and the employee would need to leave their home or place of work before 6:00 AM to attend the morning event/training.
 - (3) Approved lodging costs will be reimbursed at the basic single room rate. When a hotel or motel is the conference or convention location site, lodging reimbursements for the travel opportunity will be limited to the conference rate in the event hosting facility.
 - (b) The City will not pay for an Employee's personal, incidental expenses, room upgrades, or damage claims resulting from their stay at a lodging facility.
 - (c) Lodging arrangement should be made 30 days prior to attending the training and paid for with a check or the city credit card. In extenuating circumstances if an employee places a room rental on their personal credit card, approved reimbursement will take place upon presentation of a receipt.
3. Travel/Mileage. If available and practical, employees should make arrangements to use a city vehicle for all work-related travel. If a city vehicle is not available and with approval from the Functional Area Director, the employee will be reimbursed mileage at the prevailing federal rate for use of a personal vehicle. Time spent traveling that is not included in the employee's regular work schedule will be reimbursed at the Functional Area Directors discretion.
- When an employee must fly to a travel destination, the city shall pay for the plane ticket in whole. Plans to fly must be pre-approved by the Mayor, or designee. Employees are expected to obtain the lowest available airfare that reasonably meets business travel needs.
4. Registration. Santaquin City shall pay for training registration fees at the rate noted on the registration form.
 5. Books/Materials. Santaquin City shall pay for books and materials at the rate noted on the registration form.
 6. Personal Vacations. In cases where vacation time and/or personal travel plans are added to a business trip, any cost variance in airfare, mileage or lodging must be clearly identified on the Travel Request form. Santaquin will not prepay any personal expenses with the intention of being "repaid" later, nor will any personal expenses be reimbursed to an employee.

SECTION 6: RISK MANAGEMENT

6.1 RISK MANAGEMENT PHILOSOPHY

- A. General Policy - It is the philosophy of Santaquin City to reduce the potential for loss from exposures through sound risk management practices in all City, department, and individual employee activities. Within the constraints of the budget and the City's obligation to provide certain public services, City risk management and safety practices will reflect a strong consideration for the safety of employees and the public.
- B. Department Responsibility for Risk Management and Safety - Each Functional Area Director is responsible to implement risk management programs established by the City insurance carriers, the City Risk Committee, and the Mayor, or designee to protect the health, safety and welfare of City employees and public; prevent financial losses and reduce insurance premiums; conduct the affairs of the department to reduce insurance premiums and to reduce the potential for claims and lawsuits against the City. To this end each Functional Area Director will:
1. Implement all applicable risk reduction policies or programs available through the City's insurance carrier;
 2. Risk Coordinators - Appoint one or more Department Risk Coordinator(s) to oversee the implementation of risk management and safety within the department; and
 3. Department Policies and Practices - Develop and maintain policies and practices designed to meet the particular risk management needs of the department.
- C. Individual Responsibility for Risk Management and Safety - Individual employees shall take responsibility for their own safety as well as the safety of other employees, citizens, and property. Employees shall abide by reasonable safety precautions and exercise due care while on the job. Adequate training, appropriate supervision, reasonable scheduling, proper equipment and other management tools should be utilized by the department and followed by each individual employee to create a safe working environment. Individual employees are responsible to immediately report to their supervisor any potential hazards likely to cause an accident and should be forthcoming in identifying and bringing to the attention of supervisors, Risk Coordinators, and their Functional Area Director, safety concerns that cannot be addressed and resolved by the individual employee.
- D. Risk Committee - The Risk Committee is hereby established to formulate and implement formal policy and philosophy relative to risk management and safety.
1. Members of the Risk Committee. The Risk Committee shall be comprised of a designated Risk Manager and one representative from each functional area or department.
 - (a) The Risk Committee shall assist the Risk Manager in formulating objectives for risk management in Santaquin City and in implementing those objectives.
 - (b) The Risk Committee shall meet at least quarterly as part of a regularly scheduled meeting. The Risk Manager, or designee shall be responsible for preparing agendas for the meetings and for keeping minutes of all Risk Committee meetings.

6.2 PROCESSING RISK-RELATED INCIDENTS

- A. General Policy - In order to effectively manage and administer potential and actual risk-related incidents involving Santaquin City, its agents, employees, assigns and/or property, it is necessary to establish a comprehensive procedure for the processing of incidents and claims involving persons or property directly or indirectly connected with City operations. Irrespective of whether an accident, loss or claim results in actual liability to the City or actual injury to persons or other property, it is crucial that all incidents with or without potential for claim against the City be adequately and properly reported and processed. An employee who becomes aware of any occurrence which may give rise to a lawsuit, which receives a notice of claim, or is sued because of an incident related to his employment shall give immediate notice to his or her supervisor, the Mayor, or designee.

As a general policy, all reportable traffic accidents involving a Full Time or Police Department Santaquin City employee while on or off duty, shall be investigated by an outside agency.

B. Processing Incidents -

1. Risk-related Incident Defined. A risk-related Incident ("Incident") is defined as any event or occurrence involving a Santaquin City employee or Santaquin City owned property or equipment where there is property damage exceeding \$500.00 or any physical injury to any person where medical examination, diagnosis or treatment is necessary and/or there is a reasonable likelihood of a claim or lawsuit being filed against the City as a result of the event or occurrence. Any given Incident will present its own unique issues. Therefore, if there is any question as to appropriate action to be taken at any point during the processing of an Incident, these issues should be immediately directed to the City's Risk Manager.
2. Initial Action by Employee Following an Incident. Immediately following an Incident, any employee involved in or aware of the Incident shall seek appropriate medical attention, notify other public safety agencies as the situation reasonably dictates, and notify his/her supervisor. Injured employees shall follow the Workers Compensation Policy as outlined in this, the Santaquin City Employee Handbook.
3. Notification of an Incident. Generally, the City is made aware of an Incident in one of three ways. Following the occurrence of an Incident, the following process shall be followed:
 - (a) Employee or Department Involvement - If an employee is involved in or becomes aware of an incident, the employee shall contact his or her supervisor immediately. The supervisor will make sure post-accident drug/alcohol testing procedures are followed (if applicable). The supervisor will prepare a written Incident report and submit it to the Functional Area Department Director. Within one business day from the occurrence of the Incident, the Functional Area Director shall notify the Risk Manager of the Incident in writing (written memorandum or email). The writing shall include: the date, time and location of the incident; a statement from the employee summarizing the Incident and include all facts, conditions and events leading to the Incident; witness statements, photographs and any other information that would aid in accurately and fully documenting the Incident. Any injuries to City employees arising from an Incident shall be handled pursuant to the City Workers' Compensation Policy.

- (b) Claim against the City. If an individual desires to make a claim against the City, the department contacted by the individual shall refer the individual to the Risk Manager. The individual may complete the standard “Notice of Claim” form as provided by the Risk Manager or submit their claim in a manner compliant with the Governmental Immunity Act of Utah. Completed claims should be returned with any accompanying documentation, as required, to the City Recorder’s Office, and the Risk Manager.
 - (c) Legal Process Served on the City. Any legal process served on the City by a constable or other law enforcement officer, such as a 60-day Notice of Claim or formal lawsuit (whether that lawsuit be for equitable relief and/or monetary damages), shall be immediately forwarded to the Risk Manager, with the original copy kept on file by the City Recorder.
- 4. Analysis of Incident. Upon receipt of notice of the Incident, the City Recorder shall (1) notify the Mayor, or designee, the City Attorney, and the City’s insurance carrier of the Incident if the Incident involves an actual or potential claim against the City; and (2) forward to the City Attorney any formal 60-day Notice of Claim or formal lawsuit served on the City.
- 5. Additional Investigation of Incident. The Risk Manager shall conduct an additional investigation as appropriate, or as advised by the Mayor, or designee, the City Attorney or the City’s insurance carrier. Such investigation may include gathering police reports, supplemental reports, expert witness statements, bids on damage or loss from the City’s independent contract appraiser and other relevant information. City departments are expected to cooperate fully in gathering information and assisting the Risk Manager as needed.
- 6. Incidents Involving Actual or Potential Claims against the City. Following the investigation by the Risk Manager, Incidents involving actual or potential claims against the City shall be processed by the City’s insurance carrier.
 - (a) Claims Processed by the City’s insurance carrier. Any Incident where the damages claimed exceed \$500.00, or any Incident that involves a claim for personal injury or a violation of constitutional rights, shall be tendered to the City’s insurance carrier. The City shall provide whatever support is necessary. In situations where the claim is in litigation, the City Attorney shall be the liaison between the City’s insurance carrier, outside counsel and the City. In situations where the claim is not in litigation, the Risk Manager shall be the liaison between the City and its insurance carrier, advising the City Attorney as the claim proceeds.
 - (b) Incidents Involving No Actual or Potential Claims against the City. Incidents involving no actual or potential claims against the City shall be processed in-house by the Risk Manager.
 - (c) Opposing Attorney Involvement in Claim. If at any time throughout the Incident process outlined above an attorney representing an actual or potential claimant becomes involved in the process, the City Attorney shall immediately be notified. The City Attorney shall take the lead in processing the claim or in being liaison for the City, consistent with the terms of this policy.
 - (d) Settlement of Claims. The Mayor, or designee, with recommendation of the City Attorney and consent of the City Council, may chose to settle any claims, the disposition of lawsuits, the imposing of penalties on departments or employees at

fault, or any other issues that in the opinion of the Mayor, or designee affect the rights or liabilities of the City.

- (e) Repair of Damage to City Property Arising from Incidents. It shall be the responsibility of each City department to initiate the repair or replacement of damaged City property. The department which has responsibility for the use of the City property shall be responsible for preparing a requisition for the repair of such property. Upon completion of the repair, the Functional Area Director shall notify the Risk Manager that the repair is acceptable and complete. Where practicable, the Risk Manager shall pursue subrogation for any costs incurred by the City as a result of damage to City property. Costs recovered by the Risk Manager for materials used or replaced property shall be forwarded to the department that paid for the repair or replacement of the damaged property unless otherwise determined by the City Manager.
- 7. Paid Claims Where Employee is at Fault. If it is determined that an employee is partially or wholly responsible for a claim, an appropriate penalty or discipline may be imposed upon the employee in accordance with these policies and procedures.
- 8. Paid Claims Where Department Policy or Practice is at Fault. If it is determined that a Department policy or practice is at fault, the Functional Area Director will make an appropriate remedy.

6.3 WORKERS COMPENSATION

A. Workers Compensation Program Overview -

- 1. Program Oversight and Administration. City employees injured during the performance of their job duties are covered by the City's worker's compensation program (the "Program"), which provides medical reimbursement and indemnity benefits, as provided by state law. The Program is overseen by the Risk Manager. Claims administration is provided by a contract worker's compensation program administrator "Program Administrator".
- 2. Medical Provider. Employees injured during the performance of their job should seek appropriate medical attention to care for work related injuries. If the injury is life threatening, 911 should be called and the employee will be treated by the nearest emergency facility. If the injury is not life threatening, the employee may select a "Medical Provider" of their choice to provide such care.
- 3. Employee Discipline - Failure by an employee to follow program reporting protocol, treatment policies, transitional duty requirements, or any other law, policy, or procedure related to the program in a timely and complete manner, shall result in employee disciplinary action up to and including termination.

B. Treating and Reporting an Injury -

- 1. Medical Treatment. When injured, an employee shall immediately obtain appropriate medical treatment from a medical provider "Medical Provider". If the condition is life threatening the employee should call 911. Once initial emergency medical treatment is given and the employee is physically able, the employee shall report to a Medical Provider for follow-up treatment.

2. Reporting an Injury. Immediately following any injury, however minor, or immediately following emergency medical treatment, the employee shall report the injury to the employee's supervisor and to the Risk Manager. The report shall be made NO LATER THAN 24 HOURS following the occurrence of the injury. Although initial notice of the injury to the Risk Manager may be made by telephone or by leaving a message (if the injury occurs after regular City business hours), a claim is not deemed "reported" until the employee speaks personally with the Risk Manager and the appropriate injury report required by the Program Administrator is completed. The employee is responsible to follow up with the Risk Manager and to assure that all details of the injury are reported. If an injury is so severe as to render the employee physically incapable of following the reporting process as required, the employee's supervisor shall assure that the required reporting is completed. Once an injury has been reported, the Risk Manager will initiate a claim and will be provided a claim number. The claim numbers shall be reported to the Medical Provider as soon as possible.

C. Return to Work -

1. Return to Full Duty Allowed by Medical Provider. Immediately following initial treatment for a work-related injury, the employee shall obtain a written return to work release "Work Release" from the Medical Provider and SHALL CONTACT THE RISK MANAGER BEFORE RETURNING to the employee's regular place of work. The employee shall return to work for regular full duty ("Full Duty") unless directed otherwise by the treating Medical Provider. An employee shall not return to the work site following a work-related injury without a Work Release signed by the employee's Medical Provider being delivered to Risk Manager. The Risk Manager will provide a copy to the Personnel Officer. The employee's supervisor shall verify that the employee has contacted the Risk Manager before allowing the employee to return to the work site.
2. Return to Full Duty Not Allowed by Medical Provider. If an employee is directed by the Medical Provider to not return immediately to Full Duty, the employee shall immediately notify the employee's supervisor and Risk Manager of the following:
 - (a) that the Medical Provider has directed the employee to not return to Full Duty;
 - (b) the reasons for such direction and the prognosis of the injury;
 - (c) the expected date and time the employee will be released by the Medical Provider to Full Duty; and
 - (d) the work restrictions the Medical Provider has placed on the employee.
3. Return to work with restricted duty "Restricted Duty". Santaquin City will accommodate restricted duty jobs, as outlined by the Provider, for workers injured on the job. The Risk Manager will work with the supervisor to design a work strategy that meets the injured employees restrictions and accomplished Santaquin City' goals.
4. Employee to Report to the Risk Manager with Work Release and Written Work Restrictions. Upon release to work by the Medical Provider for Full Duty or Restricted Duty, the employee shall immediately report to the Risk Manager with a work release and any work restrictions from the Medical Provider. THE EMPLOYEE SHALL NOT RETURN TO THE WORK SITE PRIOR TO CONTACTING RISK MANAGER. Prior to any work being performed the employee's supervisor shall verify that the employee has reported to the Risk Manager and shall confirm any Work Restrictions placed on the employee with

the Risk Manager. If the employee has only been released to Restricted Duty, the Functional Area Director, or designee, will determine if there is work available that will accommodate the restrictions outlined by the Medical Provider. If it is determined that work is available, the employee's supervisor shall review any Work Restrictions with the employee before allowing the employee to return to the work site.

5. Secondary Employment - An employee on worker's compensation leave shall not engage in any secondary employment except as first authorized by Risk Management.

D. Workers Compensation Wage Replacement ("Indemnity Benefits") -

1. Wage Replacement Amount (Indemnity Benefit) - If a worker's compensation injury or illness causes total temporary disability (i.e. the employee cannot perform ANY work tasks for the City) as determined by the Medical Provider and confirmed by Risk Management, the employee receives weekly wage replacement ("Indemnity Benefits") equal to 66 2/3 percent of the employee's weekly wages at the time of the injury, up to a maximum of the state weekly average, adjusted for eligible dependents. The Indemnity Benefit continues until the employee is released by the Medical Provider to Restricted Duty (if available) or Full Duty.
2. First Three Calendar Days After Injury Not Compensated. An injured employee does not receive Indemnity Benefits for the first three days after the injury occurs, unless the period of total temporary disability lasts more than 14 days.
3. Supplement to Indemnity Benefit. Employees may receive supplemental Indemnity Benefits on a taxable basis, to 100% of employee's regular wages where an employee has accrued sick leave, personal leave and/or vacation leave. No employee may receive more than the equivalent of 100% of his or her regular wages, adjusted for taxes and deductions. Supplemental compensation may be allowed when an employee submits documentation of the worker's compensation Indemnity Benefit received from the Program Administrator to the Administration Office. Request for supplemental compensation shall be submitted in writing to the Personnel Officer and must specify which leave will be used for compensation. Payments of supplemental compensation shall be made in accordance with regularly scheduled payroll.

E. Failure to Follow Applicable Law, Policies and Procedures –

1. Questions Concerning Program Requirements. Employees are strongly encouraged to contact the Risk Manager if questions should arise regarding the reporting, treatment, or processing of worker's compensation claims. Additional details pertaining to the City's program may be obtained by contacting the Risk Manager.
2. Loss of Benefits. Failure by an employee to follow procedures for reporting and processing worker's compensation claims as required by State law and the Utah Labor Commission may result in the denial of a claim and/or in the loss of benefits by the employee.

- F. Accrual of Leave while on Workers Compensation Leave - Employees on Workers Compensation Leave for 5 consecutive working days, will not accrue sick or vacation leave or holiday pay.

SECTION 7: VEHICLE POLICY

7.1 VEHICLE USE

- A. Authorization to Drive - To be authorized to drive a city-owned vehicle, an employee or volunteer must possess a valid Utah driver's license for the type of vehicle being operated.
- B. Training Requirements - Additionally, Departments may impose such familiarization or training requirements on vehicle operators as may be necessary.
- C. Pool Vehicle Use - Pool vehicles are authorized for use by authorized employees or volunteers who do not have a City vehicle assigned to them that need transportation to conduct City business, subject to availability.
- D. Personal Use - Personal use of City vehicles is prohibited, except for incidental local use such as taking breaks or meal periods or completing a personal errand that does not require indirect travel. The Police and Fire Departments have their own personal use policies.
- E. Permitted Passengers - Only authorized employees and volunteers are allowed to ride in City vehicles, except for the purpose of conducting City business or personal use incidental to City business.
- F. Emergency Use - Functional Area Directors may grant occasional overnight take home vehicle use due to an isolated incident of need because of the lateness of the hour or other circumstances where it is impractical for the user to return a City vehicle at the end of a duty shift.

7.2 DRIVER/OPERATOR DUTIES AND RESPONSIBILITIES

- A. Maintenance - All repairs or damage issues shall be reported immediately to driver's supervisor when the driver becomes aware of such issue. Supervisors shall notify the Functional Area Director.
 - 1. Each department is responsible for the care and general maintenance of City vehicles under their control or assigned to their department. Maintenance may be done by the Public Works Department or by a repair shop, whichever the Functional Area Director deems appropriate. Employees shall not,
 - (a) make any repairs or have any repairs made to the vehicle at any facility (other than simple repairs, i.e. light bulb, fuse, etc.) not authorized by the Functional Area Director, or
 - (b) add or remove auxiliary equipment to vehicles without the permission of the Functional Area Director.
 - (c) display unauthorized bumper stickers or other items.
 - 2. Records of all maintenance performed on a vehicle shall be kept by the department to which the vehicle is assigned. This information shall be available for inspection upon request.

- B. Cleanliness - Drivers shall maintain a high degree of cleanliness of both the interior and exterior of assigned vehicles. Failure to do so may result in disciplinary action.
- C. Mileage - Each time a City vehicle is refueled at a station using a Gas card, the driver/operator will accurately enter odometer/hour meter readings. If an incorrect reading is entered, the driver will notify his/her supervisor of the correct readings. If no notification is given, a warning will be issued for the first offense. A second or subsequent offense may result in disciplinary action.
- D. Vehicle Registration Renewals - It is the responsibility of each department to complete the state inspection/emissions test by the date required.
- E. Compliance with Laws - All City employees and volunteers shall drive and park in accordance with all state and local laws, including wearing seat belts. Any citation received shall be the responsibility of the driver.
- F. Idling - Drivers will not allow an unattended vehicle to idle excessively, except as required for safety reasons or operation of auxiliary equipment. Emergency vehicles are exempt during emergency situations.
- G. Locking Vehicles - Vehicles unattended for more than one hour should be locked.
- H. Abuse or Neglect of Vehicles - Drivers will not abuse or neglect City vehicles.
- I. Supervisor Responsibility - Supervisors will know the condition of the vehicles under their direct responsibility. Supervisors will keep in close touch with operators to make sure all equipment is properly cared for and maintained. Supervisors will notify Functional Area Directors when maintenance or repairs are necessary, prior to any maintenance being performed.

7.3 USE OF PERSONAL VEHICLES FOR CITY BUSINESS

- A. Employees are strongly discouraged from using personal vehicles for City business. City vehicles should be used when practical and available.
- B. When using a personal vehicle for City business, all relevant City policies and ordinances apply.
- C. Mileage reimbursement is available at the current IRS rate for authorized personal vehicle use. Requests for reimbursement must be approved and signed by the Functional Area Director.

7.4 GENERAL LIABILITY PROVISIONS

A. City Vehicles -

1. City vehicles are insured by the City.
2. Third party claims are handled by the City's insurer to the policy limits.
3. Injuries to City employees will be handled as worker's compensation claims.

B. Personal Vehicles -

1. Personal vehicles shall be insured by the owner.
 2. Employees must have the state mandated minimum liability coverage on any personal vehicle they may be authorized to drive on City business.
- D. Limitation of Liability - The City reserves the right to limit insurance coverage and/or worker's compensation as provided by law, such as actions "outside the scope of an employee's employment."

SECTION 8: SAFETY

8.1 SAFETY POLICY

General Policy – It is the policy of Santaquin City to maintain an environment which is free from any recognizable hazard, which is likely to cause serious injury or death to any employee, through open communication with all employees. The following general safety rules will apply in all agency work places. Each department may prepare separate safety rules applicable to the specific nature of work in their area, but not in conflict with these rules.

- A. Proper licensing and extreme caution are required by all employees operating any type of powered equipment.
- B. Employees will use safety equipment and PPE appropriate to the job, such as safety glasses, gloves, toe guards, back supports, and hard hats, if required or appropriate to the work performed.
- C. Employees will avoid wearing loose clothing and jewelry while working on or near equipment and machines. Long hair will be secured properly.
- D. All accidents, regardless of severity, personal or vehicular, shall be reported immediately to the supervisor/manager.
- E. Defective equipment will be reported immediately to the supervisor/manager.
- F. Employees will not operate equipment or use tools for which licensing and training has not been received.
- G. In all work situations, safeguards required by State and Federal Safety Orders and laws will be provided and are required to be used by all employees including seat belts in all motor vehicles.
- H. Due to the potential risk of serious injury or death, employees are prohibited from entertaining, or caring for, guests or family members in or around inherently dangerous work areas.

EMPLOYEE POLICIES & PROCEDURE HANDBOOK

ADDENDA

- A. ORDINANCE NO. 07-01-2010 (DRUG FREE WORKPLACE)
- B. ORDINANCE NO. 08-01-2009 (APPEALS BOARD)



RESOLUTION 12-04-2023

A RESOLUTION VALIDATING THE LEGAL NAME AND PHYSICAL ADDRESS OF THE SANTAQUIN CITY FIRE DEPARTMENT

WHEREAS, the City of Santaquin is a fourth-class city of the State of Utah; and

WHEREAS, the City of Santaquin has established the Santaquin Fire Department pertinent to the protection of life and property in accordance with adopted fire codes and safety regulations; and

NOW THEREFORE, be it resolved by the Santaquin City Council to validate the legal name as "Santaquin City Fire Department" and validate the physical address for the Santaquin City Fire Department as "275 W. Main Street, Santaquin, UT 84655".

ADOPTED AND PASSED by the City Council of the City of Santaquin, Utah this 19th day of December, 2023.

CITY OF SANTAQUIN

Daniel M. Olson, Mayor

Attest:

Amalie Ottley, City Recorder

Councilmember Art Adcock	Voted	___
Councilmember Elizabeth Montoya	Voted	___
Councilmember Lynn Mecham	Voted	___
Councilmember Jeff Siddoway	Voted	___
Councilmember David Hathaway	Voted	___

Santaquin City Corporation
ANNUAL FINANCIAL REPORT

For the Year Ended June 30, 2023

Santaquin City Corporation

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June 30, 2023

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Santaquin City Corporation

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INDEPENDENT AUDITOR'S REPORT

Honorable Mayor and City Council Members
Santaquin City, Utah

Report on the Audit of the Financial Statements

Opinions

We have audited the financial statements of the governmental activities, the business-type activities and each major fund, and the aggregate remaining fund information of Santaquin City as of and for the year ended June 30, 2023, and the related notes to the financial statements, which collectively comprise Santaquin City's basic financial statements as listed in the table of contents.

In our opinion, the accompanying financial statements present fairly, in all material respects, the respective financial position of the governmental activities, the business-type activities, each major fund, and the aggregate remaining fund information as of June 30, 2023, and the respective changes in financial position and, where applicable, cash flows thereof for the year then ended in accordance with accounting principles generally accepted in the United States of America.

Basis for Opinions

We conducted our audit in accordance with auditing standards generally accepted in the United States of America (GAAS) and the standards applicable to financial audits contained in *Government Auditing Standards*, issued by the Comptroller General of the United States. Our responsibilities under those standards are further described in the Auditor's Responsibilities for the Audit of the Financial Statements section of our report. We are required to be independent of Santaquin City and to meet our other ethical responsibilities, in accordance with the relevant ethical requirement relating to our audit. We believe that the audit evidence we have obtained is sufficient and appropriate to provide a basis for our audit opinions.

Responsibility of Management for the Financial Statements

Santaquin City's management is responsible for the preparation and fair presentation of the financial statements in accordance with accounting principles generally accepted in the United States of America; and for the design, implementation, and maintenance of internal control relevant to the preparation and fair presentation of financial statements that are free from material misstatement, whether due to fraud or error.

In preparing the financial statements, management is required to evaluate whether there are conditions or events, considered in the aggregate, that raise substantial doubt about Santaquin City's ability to continue as a going concern for twelve months beyond the financial statement date, including any currently known information that may raise substantial doubt shortly thereafter.

Auditor's Responsibilities for the Audit of the Financial Statements

Our objectives are to obtain reasonable assurance about whether the financial statements as a whole are free from material misstatement, whether due to fraud or error, and to issue an auditor's report that includes our opinions. Reasonable assurance is a high level of assurance but is not absolute assurance and therefore is not a guarantee that an audit conducted in accordance with GAAS will always detect a material misstatement when it exists. The risk of not detecting a material misstatement from fraud is higher than for one resulting from error, as fraud may involve collusion, forgery, intentional omissions, misrepresentations, or the override of internal control. Misstatements are considered material if there is a substantial likelihood that, individually or in the aggregate, they would influence the judgment made by a reasonable user based on the financial statements in performing an audit in accordance with GAAS, we:

- Exercise professional judgement and maintain professional skepticism throughout the audit.
- Identify and assess the risks of material misstatement of the financial statements, whether due to fraud or error, and design and perform audit procedures responsive to those risks. Such procedures include examining, on a test basis, evidence regarding the amounts and disclosures in the financial statements.

- Obtain an understanding of internal control relevant to the audit in order to design audit procedures that are appropriate in the circumstances, but not for the purpose of expressing an opinion on the effectiveness of Santaquin City's internal control. Accordingly, no such opinion is expressed.
- Evaluate the appropriateness of accounting principles used and the reasonableness of significant accounting estimates made by management, as well as evaluate the overall presentation of the financial statements.
- Conclude whether, in our judgement, there are conditions or events, considered in the aggregate that raise substantial doubt about Santaquin City's ability to continue as a going concern for a reasonable period of time.

We are required to communicate with those charged with governance regarding, among other matters, the planned scope and timing of the audit, significant audit findings, and certain internal control-related matters that we identified during the audit.

Required Supplementary Information

Accounting principles generally accepted in the United States of America require that the management's discussion and analysis and other required supplementary information, as listed in the table of contents, be presented to supplement the basic financial statements. Such information, although not a part of the basic financial statements, is required by the Governmental Accounting Standards Board, who considers it to be an essential part of financial reporting for placing the basic financial statements in an appropriate operational, economic, or historical context. We have applied certain limited procedures to the required supplementary information in accordance with auditing standards generally accepted in the United States of America, which consisted of inquiries of management about the methods of preparing the information and comparing the information for consistency with management's responses to our inquiries, the basic financial statements, and other knowledge we obtained during our audit of the basic financial statements. We do not express an opinion or provide any assurance on the information because the limited procedures do not provide us with sufficient evidence to express an opinion or provide any assurance.

Supplementary Information

Our audit was conducted for the purpose of forming opinions on the financial statements that collectively comprise Santaquin City's basic financial statements. The combining and individual nonmajor fund financial statements, and schedule of expenditures of federal awards (SEFA), as required by Title 2 U.S. *Code of Federal Regulations* Part 200, *Uniform Administrative Requirements, Cost Principles, and Audit Requirements for Federal Awards* (Uniform Guidance), are presented for purposes of additional analysis and are not a required part of the basic financial statements.

Such information is the responsibility of management and was derived from and relates directly to the underlying accounting and other records used to prepare the basic financial statements. The information has been subjected to the auditing procedures applied in the audit of the basic financial statements and certain additional procedures, including comparing and reconciling such information directly to the underlying accounting and other records used to prepare the basic financial statements or to the basic financial statements themselves, and other additional procedures in accordance with auditing standards generally accepted in the United States of America. In our opinion, the combining and individual nonmajor fund financial statements, and the SEFA, are fairly stated in all material respects in relation to the basic financial statements as a whole.

Other Reporting Required by Government Auditing Standards

In accordance with *Government Auditing Standards*, we have also issued our report dated November 13, 2023, on our consideration of Santaquin City's internal control over financial reporting and on our tests of its compliance with certain provisions of laws, regulations, contracts, and grant agreements and other matters. The purpose of that report is to describe the scope of our testing of internal control over financial reporting and compliance and the results of that testing, and not to provide an opinion on internal control over financial reporting or on compliance. That report is an integral part of an audit performed in accordance with Government Auditing Standards in considering Santaquin City's internal control over financial reporting and compliance.

LARSON & COMPANY, PC

Larson & Company, PC

Spanish Fork, Utah
November 13, 2023

MANAGEMENT'S DISCUSSION AND ANALYSIS

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Santaquin City Corporation
Management's Discussion and Analysis
June 30, 2023

As management of Santaquin City Corporation (the City), we offer readers of the City's financial statements this narrative overview and analysis of financial activities of the City for the fiscal year ended June 30, 2023.

FINANCIAL HIGHLIGHTS

- *Total net position for the City as a whole increased by \$10,277,137
- *Total unrestricted net position for the City as a whole increased by \$1,866,120
- *Total net position for governmental activities increased by \$3,374,217
- *Total net position for business-type activities increased by \$6,902,919

BASIC FINANCIAL STATEMENTS

This discussion and analysis is intended to serve as an introduction to the basic financial statements of Santaquin City Corporation. The basic financial statements comprise three components: (1) government wide financial statements, (2) fund financial statements, and (3) notes to the financial statements.

Government-wide financial statements. The government-wide financial statements are designed to provide readers with a broad overview of the City's finances, in a manner similar to a private-sector business.

The statement of net position presents information on all of the City's assets, deferred outflows, liabilities, and deferred inflows, with the difference between the two reported as net position. Over time, increases or decreases in net position may serve as a useful indicator of whether the financial position of the City is improving or deteriorating.

The statement of activities presents information showing how the City's net position changed during the fiscal year reported. All changes in net position are reported as soon as the underlying event giving rise to the change occurs, regardless of the timing of related cash flows. Thus revenues and expenses are reported in this statement for some items that will only result in cash flows in future fiscal periods.

Both of the government-wide financial statements distinguish functions of the City that are principally supported by taxes and intergovernmental revenues (governmental activities) from other functions that are intended to recover all or a significant portion of their costs through user fees and charges (business-type activities). The statement of activities is presented on two pages. The first page reports the extent to which each function or program is self-supporting through fees and intergovernmental aid. The second page identifies the general revenues of the City available to cover any remaining costs of the functions or programs.

Santaquin City Corporation
Management's Discussion and Analysis
June 30, 2023

Fund financial statements. A fund is a grouping of related accounts that is used to maintain control over resources that have been segregated for specific activities or objectives. The City also uses fund accounting to ensure and demonstrate compliance with finance-related legal requirements. All of the funds of the City can be divided into two categories: governmental funds and proprietary funds.

Governmental funds. These funds are used to account for the same functions reported as governmental activities in the government-wide financial statements. Governmental fund financial statements focus on near-term inflows and outflows of spendable resources, as well as on balances of spendable resources available at the end of the fiscal year.

Because the focus of governmental funds is narrower than that of the government-wide financial statements, it is useful to compare the information presented for government funds with similar information presented for governmental activities in the government-wide financial statements. By doing so, readers may better understand the long-term impact of the government's near-term financing decisions. Both the government fund balance sheet and the government fund statement of the revenues, expenditures, and changes in fund balances provide reconciliation to facilitate this comparison between governmental funds and governmental activities.

The City maintains two major governmental funds, the general fund and the capital projects fund.

The City adopts an annual appropriated budget for all its funds. A budgetary comparison schedule has been provided to demonstrate legal compliance with the adopted budget for the general fund.

The basic governmental fund financial statements can be found later in this report; see Table of Contents.

Proprietary funds. The City maintains one type of proprietary fund. Enterprise funds are used to report the same functions presented as business-type activities in the government-wide financial statements. The City uses three enterprise funds to account for the operations of the water, sewer, storm drain, and irrigation utilities.

Proprietary funds provide the same type of information as the government-wide financial statements, only in more detail. The enterprise funds are considered major funds of the City.

The proprietary fund financial statements can be found later in this report; see Table of Contents.

Notes to the financial statements. The notes provide additional information that is essential to a full understanding of the data provided in the government-wide and fund financial statements. The notes to the financial statements are reported later in this report; see Table of Contents.

Other information. In addition to the basic financial statements and accompanying notes, this report also presents certain required supplementary information concerning the City.

Santaquin City Corporation
Management's Discussion and Analysis
June 30, 2023

FINANCIAL ANALYSIS

Santaquin City Corporation's Net Position

	Governmental Activities		Business-type Activities		Total Current Year	Total Previous Year
	Current Year	Previous Year	Current Year	Previous Year		
Current and other assets	\$ 19,037,854	23,114,351	18,680,609	15,904,984	37,718,463	39,019,335
Net capital assets	42,842,055	34,498,226	31,761,628	29,170,771	74,603,683	63,668,997
Deferred outflows	684,324	511,243	181,909	135,900	866,233	647,143
Total assets and deferred outflows	\$ 62,564,233	58,123,820	50,624,146	45,211,655	113,188,379	103,335,475
Long-term debt	\$ 14,747,659	12,502,048	19,776,281	20,792,240	34,523,940	33,294,288
Other liabilities	10,956,761	10,610,149	620,905	689,033	11,577,666	11,299,182
Deferred inflows	57,718	1,583,745	14,371	420,712	72,089	2,004,457
Total liabilities and deferred inflows	25,762,138	24,695,941	20,411,557	21,901,985	46,173,695	46,597,926
Net position:						
Net investment in						
capital assets	28,094,396	21,996,178	11,985,346	8,378,530	40,079,742	30,374,708
Restricted	3,783,704	6,515,128	8,827,847	7,390,440	12,611,551	13,905,568
Unrestricted	4,923,995	4,916,572	9,399,396	7,540,699	14,323,391	12,457,271
Total net position	\$ 36,802,095	33,427,878	30,212,589	23,309,670	67,014,683	56,737,546

As noted earlier, net position may serve over time as a useful indicator of financial position. Total assets and deferred outflows of resources exceeded total liabilities and deferred inflow of resources at the close of the year by \$67,014,683, an increase of \$10,277,137 from the previous year. This change is equivalent to the net income for the year, in private sector terms.

Total unrestricted net position at the end of the year is \$14,323,391 which represents an increase of \$1,866,120 from the previous year. Unrestricted net position are those resources available to finance day-to-day operations without constraints established by debt covenants, enabling legislation, or other legal requirements.

The amount of current and other assets represent the amounts of cash and receivables on hand at the end of each year. Other liabilities are the amounts of current and other liabilities due, at year end, for goods and services acquired.

Changes in capital assets are the result of the difference, in the current year, of the cost of acquisition of capital assets and any depreciation charges on capital assets. Change in long-term debt is the difference in the amount of debt issued and that which has been paid during the year.

Santaquin City Corporation
Management's Discussion and Analysis
June 30, 2023

FINANCIAL ANALYSIS (continued)

Santaquin City Corporation's Change in Net Position

	Governmental Activities		Business-type Activities		Total Current Year	Total Previous Year
	Current Year	Previous Year	Current Year	Previous Year		
Program revenues:						
Charges for services	\$ 3,419,916	4,550,480	6,874,297	5,846,608	10,294,213	10,397,088
Operating grants	829,014	757,922	-	-	829,014	757,922
Capital grants	2,537,098	3,458,420	5,363,937	4,008,653	7,901,035	7,467,073
General revenues:						
Property taxes	1,275,054	1,164,181	-	-	1,275,054	1,164,181
Sales tax	2,954,308	2,607,151	-	-	2,954,308	2,607,151
Other taxes	1,118,720	943,452	-	-	1,118,720	943,452
Other revenues	1,942,282	346,843	578,998	78,412	2,521,279	425,255
Total revenues	14,076,391	13,828,449	12,817,231	9,933,674	26,893,623	23,762,123
Expenses:						
General government	2,156,918	2,267,196	-	-	2,156,918	2,267,196
Public safety	4,393,986	3,455,952	-	-	4,393,986	3,455,952
Highways and improvements	1,877,918	1,258,854	-	-	1,877,918	1,258,854
Sanitation	810,006	764,310	-	-	810,006	764,310
Parks and recreation	1,967,953	2,277,823	-	-	1,967,953	2,277,823
Cemetery	179,171	196,704	-	-	179,171	196,704
Interest on long-term debt	356,597	336,829	-	-	356,597	336,829
Water	-	-	2,686,086	3,071,908	2,686,086	3,071,908
Sewer	-	-	2,187,851	2,027,136	2,187,851	2,027,136
Storm drain	-	-	-	4,680	-	4,680
Total expenses	11,742,549	10,557,669	4,873,936	5,103,725	16,616,485	15,661,393
Excess (deficiency) before transfers	2,333,843	3,270,780	7,943,295	4,829,949	10,277,137	8,100,730
Transfers in (out)	1,040,376	2,013,684	(1,040,376)	(2,013,684)	-	-
Change in net position	\$ 3,374,219	5,284,464	6,902,919	2,816,265	10,277,137	8,100,730

For the City as a whole, total revenues increased by \$3,131,500 compared to the previous year, while total expenses increased by \$955,092. The total net change of \$10,277,137 is, in private sector terms, the net income for the year which is \$2,176,407 more than the previous year.

Governmental activities revenues of \$14,076,391 is an increase of \$247,942 from the previous year. This is primarily due to an increase in tax revenues. Governmental activities expenses of \$11,742,549 is an increase of \$1,184,880 from the previous year. While general government, parks and recreation, and cemetery decreased, all other department expenses increased.

Business-type activities revenue of \$12,817,231 is an increase of \$2,883,557 from the previous year. Service revenues increased by \$1,027,689 and capital grants increased by \$1,355,284. Business-type activities expenses of \$4,873,936 is a decrease of \$229,789 from the previous year. While water expenses decreased, sewer expenses increased.

Santaquin City Corporation
Management's Discussion and Analysis
June 30, 2023

BALANCES AND TRANSACTIONS OF INDIVIDUAL FUNDS

Some of the more significant changes in fund balances and fund net position, and any restrictions on those amounts, is described below:

General Fund

The fund balance of \$3,740,482 reflects an increase of \$40,115 from the previous year. Total revenues increased by \$43,024. Tax revenues, including property taxes and sales taxes, increased by \$633,298. Intergovernmental revenue increased by \$71,092. Revenues from charges for services decreased by \$26,141. Revenues from licenses and permits decreased by \$1,116,581. All other revenues increased by \$481,356.

Total expenditures increased by \$298,179. General government expenditures decreased by \$177,404, public safety expenditures increased by \$436,795, streets and highways expenditures increased by \$39,047, sanitation expenditures increased by \$44,827, parks and recreation expenditures decreased by \$64,706, and cemetery expenditures increased by \$14,469. Debt service expenses increased by \$5,151.

Fund balance restricted for parks and recreation amounted to \$202,049. Assigned fund balance amounted to \$659,262. The unassigned fund balance amounted to \$2,878,556.

Water Fund

The change in net position (net income) was \$6,196,312, which was \$5,712,339 more than the prior year's net change. Net position restricted for debt service and money in lieu of water was \$511,363 and \$2,431,022 respectively. Unrestricted net position amounts to \$7,665,213.

Sewer Fund

The change in net position (net income) was \$346,049, which was \$1,543,172 less than the previous year's net change. Net position restricted for debt service was \$5,885,462. Unrestricted net position amounts to \$126,546.

Storm Drain Fund

The change in net position (net income) was \$360,558, which was \$82,513 less than the previous year's net change. Unrestricted net position amounts to \$1,607,637.

GENERAL FUND BUDGETARY HIGHLIGHTS

Revenues for the current year, exclusive of transfers and fund balance appropriations, were originally budgeted in the amount of \$10,152,797. This amount was amended in the final budget to \$10,552,353. Actual revenues, excluding transfers, amounted to \$10,272,430.

Expenditures for the current year, excluding transfers and budgeted increases in fund balance, were originally budgeted in the amount of \$10,080,0276. This amount was amended in the final budget to \$10,311,865. Actual expenditures amounted to \$9,718,213.

Transfers in for the year were originally budgeted in the amount of \$1,598,240. The final budget for transfers in was for the amount of \$1,600,000. Actual transfers in were made in the amount of \$1,600,000. Transfers out for the year were originally budgeted in the amount of \$1,845,546. The final budget for transfers out was for the amount of \$2,114,102. Actual transfers out were made in the amount of \$2,114,102.

Santaquin City Corporation
Management's Discussion and Analysis
June 30, 2023

CAPITAL ASSETS AND DEBT ADMINISTRATION

Santaquin City Corporation's Capital Assets (net of depreciation)

	Governmental Activities		Business-type Activities		Total Current Year	Total Previous Year
	Current Year	Previous Year	Current Year	Previous Year		
Net Capital Assets:						
Land	\$ 1,409,042	1,409,042	124,032	124,032	1,533,074	1,533,074
Water shares and rights	-	-	535,148	535,148	535,148	535,148
Buildings	4,626,168	4,895,787	13,674	16,238	4,639,841	4,912,025
Improvements	2,173,112	2,266,677	-	-	2,173,112	2,266,677
Water system	-	-	9,548,464	10,140,018	9,548,464	10,140,018
Sewer system	-	-	12,858,912	13,753,660	12,858,912	13,753,660
Infrastructure	16,947,826	16,092,040	-	-	16,947,826	16,092,040
Machinery and equipment	1,520,007	1,135,357	7,175	9,130	1,527,181	1,144,487
Work in progress	16,165,900	8,699,323	8,674,222	4,592,546	24,840,122	13,291,869
Totals	\$ 42,842,055	34,498,226	31,761,628	29,170,771	74,603,683	63,668,997

The total amount of capital assets, net of depreciation, of \$74,603,683 is an increase of \$10,934,686 from the previous year.

Governmental activities capital assets, net of depreciation, of \$42,842,055 is an increase of \$8,343,829 from the previous year.

Business-type activities capital assets, net of depreciation, of \$31,761,628 is an increase of \$2,590,857 from the previous year.

Additional information regarding capital assets may be found in the notes to financial statements.

Santaquin City Corporation
Management's Discussion and Analysis
June 30, 2023

Santaquin City Corporation's Outstanding Debt

	Current Year	Previous Year
Governmental activities:		
2016 (4) Piece Equipment Lease	\$ -	60,069
2015 Pierce Saber Pumper Fire Truck	52,495	103,058
2018 Fire SCBA Equip Lease	51,263	75,348
2021 Equipment Lease	551,372	731,500
2018 Excise Tax Rev Bonds	2,711,000	3,118,000
2023 Interfund Loan from PI to CP	3,362,991	-
2015 LBA Lease Revenue	1,739,000	1,848,000
2020 Sales Tax Revenue Bonds	5,855,000	6,115,000
2020 Sales Tax Revenue Premiums	424,539	451,073
Total governmental	\$ 14,747,660	12,502,048
Business-type activities:		
2011A-1 Sewer Revenue Bond	\$ 2,742,000	3,087,000
2011B Sewer Revenue Bond	900,000	900,000
2018 WA Booster Pump/Tank	1,479,000	1,541,000
2018 PI Booster Pump/Tank	1,479,000	1,541,000
2021 Water Rev & Ref	10,742,000	11,236,000
2011A-2 Sewer Revenue	2,434,281	2,487,240
Total business-type	\$ 19,776,281	20,792,240
Total outstanding debt	\$ 34,523,941	33,294,289

Additional information regarding the long-term liabilities may be found in the notes to financial statements.

ECONOMIC FACTORS AND NEXT YEAR'S BUDGETS AND RATES

No significant economic changes that would affect the City are expected for the next year. Budgets have been set on essentially the same factors as the current year being reported.

REQUESTS FOR INFORMATION

This financial report is designed to provide a general overview of Santaquin City Corporation's finances for all those with an interest in the City's finances. Questions concerning any information provided in this report or requests for additional financial information should be addressed to Santaquin City Recorder, 110 South Center Street, Santaquin, UT 84655.

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BASIC FINANCIAL STATEMENTS

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Santaquin City Corporation
STATEMENT OF NET POSITION

June 30, 2023

	Governmental Activities	Business-type Activities	Total
ASSETS AND DEFERRED OUTFLOWS OF RESOURCES:			
Assets:			
Current assets:			
Cash and cash equivalents	\$ 14,872,196	6,379,682	21,251,878
Accounts receivable, net	319,761	523,332	843,094
Due from other funds	-	3,362,991	3,362,991
Other current assets	-	31,769	31,769
Total current assets	<u>15,191,958</u>	<u>10,297,774</u>	<u>25,489,731</u>
Non-current assets:			
Restricted cash and cash equivalents	3,785,199	8,366,701	12,151,901
Capital assets:			
Not being depreciated	34,522,768	9,333,403	43,856,171
Net of accumulated depreciation	8,319,287	22,428,225	30,747,512
Net pension asset	60,696	16,135	76,831
Total non-current assets	<u>46,687,951</u>	<u>40,144,464</u>	<u>86,832,414</u>
Total assets	<u>61,879,908</u>	<u>50,442,237</u>	<u>112,322,146</u>
Deferred outflows of resources - pensions	684,324	181,909	866,233
Total assets and deferred outflows of resources	<u>\$ 62,564,233</u>	<u>50,624,146</u>	<u>113,188,379</u>
LIABILITIES AND DEFERRED INFLOWS OF RESOURCES:			
Liabilities:			
Current liabilities:			
Accounts payable and accrued liabilities	\$ 9,548,817	68,401	9,617,217
Accrued interest payable	80,682	113,271	193,953
Customer security deposits	-	49,675	49,675
Long-term debt due within one year	1,107,869	1,026,570	2,134,439
Total current liabilities	<u>10,737,368</u>	<u>1,257,917</u>	<u>11,995,284</u>
Non-current liabilities:			
Compensated absences	657,658	224,766	882,424
Net pension liability	619,932	164,792	784,724
Long-term debt due after one year	13,639,790	18,749,712	32,389,502
Closure and post closure costs	49,673	-	49,673
Total non-current liabilities	<u>14,967,052</u>	<u>19,139,270</u>	<u>34,106,322</u>
Total liabilities	<u>25,704,420</u>	<u>20,397,186</u>	<u>46,101,606</u>
Deferred inflows of resources	3,656	-	3,656
Deferred inflows of resources - pensions	54,062	14,371	68,433
Total liabilities and deferred inflows of resources	<u>25,762,138</u>	<u>20,411,557</u>	<u>46,173,695</u>
NET POSITION:			
Net investment in capital assets	28,094,396	11,985,346	40,079,742
Restricted for:			
Debt service	1,266	6,396,825	6,398,091
Capital projects and impact fees	2,581,455	-	2,581,455
Money in lieu of water	-	2,431,022	2,431,022
Other restrictions	1,200,984	-	1,200,984
Unrestricted	4,923,995	9,399,396	14,323,391
Total net position	<u>36,802,095</u>	<u>30,212,589</u>	<u>67,014,684</u>
Total liabilities, deferred inflows of resources and net position	<u>\$ 62,564,233</u>	<u>50,624,146</u>	<u>113,188,379</u>

The notes to the financial statements are an integral part of this statement.

Santaquin City Corporation
STATEMENT OF ACTIVITIES
For the Year Ended June 30, 2023

<u>FUNCTIONS/PROGRAMS:</u>	Expenses	Charges for Services	Operating Grants and Contributions	Capital Grants and Contributions	Net (Expense) Revenue (To Next Page)
Primary government:					
Governmental activities:					
General government	\$ 2,156,918	1,068,456	-	-	(1,088,462)
Public safety	4,393,986	586,857	52,937	90,630	(3,663,561)
Highways and public improvements	1,877,918	-	761,062	1,923,630	806,774
Sanitation	810,006	1,160,438	-	-	350,432
Parks, recreation and public property	1,967,953	513,904	15,014	522,838	(916,197)
Cemetery	179,171	90,261	-	-	(88,910)
Interest on long-term debt	356,597	-	-	-	(356,597)
Total governmental activities	11,742,549	3,419,916	829,014	2,537,098	(4,956,521)
Business-type activities:					
Water and irrigation	2,686,086	4,091,106	-	4,489,161	5,894,181
Sewer	2,187,851	2,639,073	-	701,592	1,152,814
Storm Drain	-	144,118	-	173,185	317,302
Total business-type activities	4,873,936	6,874,297	-	5,363,937	7,364,297
Total primary government	\$ 16,616,485	10,294,213	829,014	7,901,035	2,407,776

(continued on next page)

Santaquin City Corporation
STATEMENT OF ACTIVITIES (continued)
For the Year Ended June 30, 2023

	Governmental Activities	Business-type Activities	Total
CHANGES IN NET POSITION:			
Net (expense) revenue (from previous page)	\$ (4,956,521)	7,364,297	2,407,776
General revenues:			
Property taxes	1,275,054	-	1,275,054
Sales tax	2,954,308	-	2,954,308
Other taxes	1,118,720	-	1,118,720
Unrestricted investment earnings	669,087	578,998	1,248,085
Gain on sale of capital assets	1,127,328	-	1,127,328
Miscellaneous	145,867	-	145,867
Transfers in (out)	1,040,376	(1,040,376)	-
Total general revenues and transfers	<u>8,330,739</u>	<u>(461,378)</u>	<u>7,869,361</u>
Change in net position	3,374,219	6,902,919	10,277,137
Net position - beginning	<u>33,427,878</u>	<u>23,309,670</u>	<u>56,737,547</u>
Net position - ending	<u>\$ 36,802,095</u>	<u>30,212,589</u>	<u>67,014,684</u>

The notes to the financial statements are an integral part of this statement.

Santaquin City Corporation
BALANCE SHEET - GOVERNMENTAL FUNDS
June 30, 2023

	General Fund	Capital Projects Fund	Non-Major Governmental Funds	Total Governmental Funds
ASSETS				
Cash and cash equivalents	\$ 12,098,793	2,711,935	61,468	14,872,196
Accounts receivable, net of allowances	319,761	-	-	319,761
Restricted cash and cash equivalents	204,159	116	3,580,924	3,785,199
TOTAL ASSETS	\$ 12,622,713	2,712,051	3,642,393	18,977,157
LIABILITIES AND DEFERRED INFLOWS OF RESOURCES				
Liabilities:				
Accounts payable	\$ 764	670,209	31	671,004
Accrued liabilities	8,877,813	-	-	8,877,813
Total liabilities	8,878,576	670,209	31	9,548,817
Deferred inflows of resources	3,656	-	-	3,656
TOTAL LIABILITIES AND DEFERRED INFLOWS OF RESOURCES	8,882,232	670,209	31	9,552,472
FUND BALANCES:				
Restricted for:				
Parks and recreation	202,664	-	-	202,664
Capital projects	-	116	-	116
Impact fees and grants	-	-	2,581,455	2,581,455
Comm. Develop. and Renewal Agency	-	-	984,715	984,715
Local Building Authority	-	-	1,266	1,266
Santaquin SSD	-	-	13,489	13,489
Committed for:				
Senior citizens	-	-	61,438	61,438
Assigned for:				
Capital projects	-	2,041,725	-	2,041,725
Events	108,153	-	-	108,153
Museum	11,209	-	-	11,209
Royalty	28,422	-	-	28,422
Administration	15,307	-	-	15,307
Recreation classes	28,478	-	-	28,478
Library	46,888	-	-	46,888
Fire department	420,806	-	-	420,806
Unassigned	2,878,556	-	-	2,878,556
TOTAL FUND BALANCES	3,740,482	2,041,841	3,642,362	9,424,685
TOTAL LIABILITIES, DEFERRED INFLOWS OF RESOURCES, AND FUND BALANCES	\$ 12,622,713	2,712,051	3,642,393	18,977,157

The notes to the financial statements are an integral part of this statement.

Santaquin City Corporation
**STATEMENT OF REVENUES, EXPENDITURES AND
CHANGES IN FUND BALANCES - GOVERNMENTAL FUNDS**

For the Year Ended June 30, 2023

	General Fund	Capital Projects Fund	Non-Major Governmental Funds	Total Governmental Funds
REVENUES:				
Taxes:				
Property	\$ 1,275,054	-	-	1,275,054
Sales	2,954,308	-	-	2,954,308
Other taxes	1,118,720	-	-	1,118,720
License and permits	817,280	-	-	817,280
Intergovernmental revenues	829,014	1,708,973	-	2,537,986
Charges for services	2,345,937	-	20,038	2,365,976
Fines and forfeitures	236,658	-	-	236,658
Interest	549,592	14,936	104,559	669,087
Miscellaneous revenue	145,867	-	-	145,867
Total revenues	10,272,430	1,723,908	124,598	12,120,936
EXPENDITURES:				
General government	2,123,213	5,574,788	2,285	7,700,286
Public safety	3,599,537	1,024,833	10,525	4,634,895
Highways and public improvements	866,253	1,635,262	470,451	2,971,965
Sanitation	805,011	-	-	805,011
Parks, recreation and public property	1,696,212	100,328	1,699,057	3,495,598
Cemetery	208,625	-	-	208,625
Debt service:				
Principal	260,000	721,845	109,000	1,090,845
Interest	159,362	113,446	76,812	349,620
Total expenditures	9,718,213	9,170,503	2,368,130	21,256,845
Excess (Deficiency) of Revenues over (Under) Expenditures	554,217	(7,446,595)	(2,243,532)	(9,135,909)
Other Financing Sources and (Uses):				
Impact fees	-	-	828,126	828,126
Loan proceeds	-	3,362,991	-	3,362,991
Gain on sale of capital assets	-	52,328	1,075,000	1,127,328
Transfers in	1,600,000	3,018,627	280,083	4,898,710
Transfers (out)	(2,114,102)	(1,716,132)	(28,100)	(3,858,334)
Total other financing sources and (uses)	(514,102)	4,717,813	2,155,109	6,358,820
Net Change in Fund Balances	40,115	(2,728,781)	(88,423)	(2,777,089)
Fund balances - beginning of year	3,700,366	4,770,623	3,730,785	12,201,774
Fund balance - end of year	\$ 3,740,482	2,041,841	3,642,362	9,424,685

The notes to the financial statements are an integral part of this statement.

Santaquin City Corporation
**RECONCILIATION OF THE BALANCE SHEET OF GOVERNMENTAL FUNDS
 TO THE STATEMENT OF NET POSITION**
 June 30, 2023

Total Fund Balance for Governmental Funds	<u>\$ 9,424,685</u>
Total net assets reported for governmental activities in the statement is different because:	
Capital assets used in governmental funds are not financial resources and therefore are not reported in the funds:	
Capital assets, at cost	52,942,392
Less accumulated depreciation	<u>(10,100,337)</u>
Net capital assets	<u>42,842,055</u>
Net pension asset	<u>60,696</u>
Deferred outflows of resources - pensions, a consumption of net position that applies to future periods, is not shown in the funds statements.	<u>684,324</u>
Long-term liabilities, for funds other than enterprise funds, are recorded in the government-wide statements but not in the fund statements.	
General long-term debt	<u>(14,747,659)</u>
Interest accrued but not yet paid on long-term debt	<u>(80,682)</u>
Compensated absences	<u>(657,658)</u>
Closure and post closure costs	<u>(49,673)</u>
Net pension liability	<u>(619,932)</u>
Deferred inflows of resources - pensions	<u>(54,062)</u>
Total Net Position of Governmental Activities	<u>\$ 36,802,095</u>

The notes to the financial statements are an integral part of this statement.

Santaquin City Corporation
**RECONCILIATION OF THE STATEMENT OF REVENUES, EXPENDITURES,
AND CHANGES IN FUND BALANCES OF GOVERNMENTAL FUNDS
TO THE STATEMENT OF ACTIVITIES**
For the Year Ended June 30, 2023

Net Change in Fund Balances - Total Governmental Funds	<u>\$ (2,777,089)</u>
<p>Amounts reported for governmental activities in the statement of activities are different because:</p>	
<p>Governmental funds report capital outlays as expenditures. However, in the statement of activities, assets with a material cost are capitalized and the cost is allocated over their estimated useful lives and reported as depreciation expenses.</p>	
Capital outlays	9,201,283
Depreciation expense	<u>(857,454)</u>
Net	<u>8,343,829</u>
<p>The Statement of Activities show pension benefits and pension expenses from the adoption of GASB 68 that are not shown in the fund statements.</p>	
	<u>215,963</u>
<p>Long-term debt proceeds are reported as financing sources in governmental funds. In the statement of net position, however, issuing debt increases long-term liabilities and does not affect the statement of activities.</p>	
Long-term debt issuance	<u>(3,362,991)</u>
<p>Repayment of debt principal is an expenditure in the governmental funds, but the repayment reduces long-term liabilities in the statement of net position.</p>	
Long-term debt principal repayments	1,090,845
Amortization of premiums	<u>26,534</u>
<p>Accrued interest for long-term debt is not reported as expenditure for the current period, while it is recorded in the statement of activities.</p>	
Change in accrued interest	<u>(33,511)</u>
<p>Some expenses reported in the statement of activities do not require the use of current financial resources and are not reported as expenditures in governmental funds.</p>	
Change in compensated absence liability	<u>(124,369)</u>
Change in landfill post closure liability	<u>(4,995)</u>
Change in Net Position of Governmental Activities	<u><u>\$ 3,374,219</u></u>

Santaquin City Corporation
STATEMENT OF NET POSITION - PROPRIETARY FUNDS

June 30, 2023

	Water Fund	Sewer Fund	Non-major Storm Drain Fund	Total Proprietary Funds
ASSETS AND DEFERRED OUTFLOWS OF RESOURCES:				
Assets:				
Current assets:				
Cash and cash equivalents	\$ 4,782,889	-	1,596,793	6,379,682
Accounts receivable, net	304,198	208,290	10,844	523,332
Due from other funds	3,362,991	-	-	3,362,991
Other current asset	-	31,769	-	31,769
Total current assets	8,450,077	240,059	1,607,637	10,297,774
Non-current assets:				
Restricted cash and cash equivalents	2,481,239	5,885,462	-	8,366,701
Capital assets:				
Not being depreciated	9,223,403	110,000	-	9,333,403
Net of accumulated depreciation	9,555,639	12,872,586	-	22,428,225
Net pension asset	9,220	6,915	-	16,135
Total non-current assets	21,269,501	18,874,963	-	40,144,464
Total assets	29,719,578	19,115,022	1,607,637	50,442,237
Deferred outflows of resources - pensions	103,948	77,961	-	181,909
Total assets and deferred outflows of resources	\$ 29,823,526	19,192,983	1,607,637	50,624,146
LIABILITIES AND DEFERRED INFLOWS OF RESOURCES:				
Liabilities:				
Current liabilities:				
Accounts payable	\$ 44,892	23,509	-	68,401
Accrued interest payable	92,018	21,253	-	113,271
Customer security deposits	49,675	-	-	49,675
Long-term debt, current position	624,000	402,570	-	1,026,570
Total current liabilities	810,585	447,332	-	1,257,917
Non-current liabilities:				
Compensated absences	147,923	76,843	-	224,766
Net pension liability	94,167	70,625	-	164,792
Long-term debt, long-term portion	13,076,000	5,673,712	-	18,749,712
Total non-current liabilities	13,318,090	5,821,179	-	19,139,270
Total liabilities	14,128,675	6,268,511	-	20,397,186
Deferred inflows of resources - pensions	8,212	6,159	-	14,371
Total liabilities and deferred inflows of resources	14,136,887	6,274,670	-	20,411,557
NET POSITION:				
Net investment in capital assets	5,079,042	6,906,305	-	11,985,346
Restricted for:				
Money in lieu of water	2,431,022	-	-	2,431,022
Debt service	511,363	5,885,462	-	6,396,825
Unrestricted	7,665,213	126,546	1,607,637	9,399,396
Total net position	15,686,639	12,918,313	1,607,637	30,212,589
Total liabilities, deferred inflows of resources and net position	\$ 29,823,526	19,192,983	1,607,637	50,624,146

The notes to the financial statements are an integral part of this statement.

Santaquin City Corporation
STATEMENT OF REVENUES, EXPENSES, AND CHANGES
IN NET POSITION - PROPRIETARY FUNDS

For the Year Ended June 30, 2023

	Water Fund	Sewer Fund	Non-Major Storm Drain Fund	Total Proprietary Funds
Operating income:				
Charges for sales and service	\$ 3,472,525	2,637,724	144,118	6,254,367
Connection fees	39,700	-	-	39,700
Other operating income	578,881	1,349	-	580,230
Total operating income	4,091,106	2,639,073	144,118	6,874,297
Operating expenses:				
Personnel services	843,010	473,626	-	1,316,636
Utilities	194,793	142,307	-	337,101
Repair and maintenance	425,205	527,055	-	952,261
Professional services	68,355	-	-	68,355
Other supplies and expenses	71,796	35,579	-	107,375
Water assessment	45,592	-	-	45,592
Depreciation expense	788,001	897,311	-	1,685,312
Total operating expense	2,436,752	2,075,879	-	4,512,631
Net operating income (loss)	1,654,353	563,195	144,118	2,361,666
Non-operating income (expense):				
Impact fees	489,161	701,592	173,185	1,363,937
Interest income	219,971	315,771	43,256	578,998
Interest on long-term debt	(249,333)	(111,972)	-	(361,305)
Total non-operating income (expense)	459,799	905,390	216,440	1,581,629
Income (loss) before capital contributions and transfers	2,114,152	1,468,585	360,558	3,943,295
Capital contributions	4,000,000	-	-	4,000,000
Transfers in	1,716,132	-	-	1,716,132
Transfers out	(1,633,972)	(1,122,536)	-	(2,756,508)
Change in net position	6,196,312	346,049	360,558	6,902,919
Net position - beginning	9,490,327	12,572,264	1,247,079	23,309,670
Net position - ending	\$ 15,686,639	12,918,313	1,607,637	30,212,589

The notes to the financial statements are an integral part of this statement.

Santaquin City Corporation
STATEMENT OF CASH FLOWS
For the Year Ended June 30, 2023

	Water Fund	Sewer Fund	Non-Major Storm Drain Fund	Total Proprietary Funds
Cash flows from operating activities:				
Cash received from customers - service	\$ 4,068,859	2,623,425	142,849	6,835,133
Cash paid to suppliers	(1,065,468)	(693,942)	-	(1,759,409)
Cash paid to employees	(863,027)	(495,422)	-	(1,358,449)
Net cash provided (used) in operating activities	2,140,364	1,434,061	142,849	3,717,275
Cash flows from noncapital financing activities:				
Net transfers in (out)	82,160	(1,122,536)	-	(1,040,376)
Interfund activity	(3,362,991)	-	-	(3,362,991)
Change in customer deposits	3,975	-	-	3,975
Net cash provided (used) in noncapital financing activities	(3,276,856)	(1,122,536)	-	(4,399,392)
Cash flows from capital and related financing activities:				
Cash received from impact fees	489,161	701,592	173,185	1,363,937
Cash from capital grants	4,000,000	-	-	4,000,000
Cash paid for capital assets	(4,276,169)	-	-	(4,276,169)
Cash payments for long-term debt principal	(618,000)	(397,959)	-	(1,015,959)
Cash payments for long-term debt interest	(251,306)	(113,763)	-	(365,069)
Net cash provided (used) in capital and related financing activities	(656,314)	189,870	173,185	(293,260)
Cash flows from investing activities:				
Cash received from interest earned	219,971	315,771	43,256	578,998
Net cash provided (used) in investing activities	219,971	315,771	43,256	578,998
Net increase (decrease) in cash	(1,572,834)	817,166	359,289	(396,379)
Cash balance - beginning	8,836,962	5,068,296	1,237,504	15,142,762
Cash balance - ending	\$ 7,264,128	5,885,462	1,596,793	14,746,383
Cash reported on the statement of net position:				
Cash and cash equivalents	\$ 4,782,889	-	1,596,793	6,379,682
Non-current restricted cash	2,481,239	5,885,462	-	8,366,701
Total cash and cash equivalents	\$ 7,264,128	5,885,462	1,596,793	14,746,383

The notes to the financial statements are an integral part of this statement.

Santaquin City Corporation
STATEMENT OF CASH FLOWS (continued)
For the Year Ended June 30, 2023

Reconciliation of Operating Income to Net Cash Provided (Used) in Operating Activities:

	Water Fund	Sewer Fund	Non-Major Storm Drain Fund	Total Proprietary Funds
Net operating income (expense)	\$ 1,654,353	563,195	144,118	2,361,666
Adjustments to reconcile operating income or (loss) to net cash provided (used) in operating activities:				
Depreciation and amortization	788,001	897,311	-	1,685,312
Changes in assets and liabilities:				
(Increase) decrease in receivables	(22,247)	(15,648)	(1,269)	(39,164)
(Increase) decrease in other assets	-	-	-	-
(Increase) decrease in net pension asset	131,514	98,636	-	230,150
(Increase) decrease in deferred outflows	(26,291)	(19,718)	-	(46,009)
Increase (decrease) in payables	(259,726)	11,000	-	(248,726)
Increase (decrease) in compensated absences	12,788	2,807	-	15,595
Increase (decrease) in net pension liability	94,167	70,625	-	164,792
Increase (decrease) in deferred inflows	(232,195)	(174,146)	-	(406,341)
Net cash provided (used) in operating activities	\$ 2,140,364	1,434,061	142,849	3,717,275

The notes to the financial statements are an integral part of this statement.

Santaquin City Corporation
NOTES TO FINANCIAL STATEMENTS
June 30, 2023

NOTE 1 - SUMMARY OF SIGNIFICANT ACCOUNTING POLICIES

1-A. Reporting entity

Santaquin City Corporation (the City), is a municipal corporation located in Utah County, Utah. The City operates under a Mayor-Council form of government with an elected mayor and five council members.

The accompanying financial statements present the City and its component units, entities for which the City is considered to be financially accountable.

Santaquin SSD – The City’s Santiquin Special Service District has the same governing body as the City’s and is therefore included as part of the operating entity using the blended method.

Community Development & Renewal Agency – The City’s Community Development & Renewal Agency has the same governing body as the City’s and is therefore included as part of the operating entity using the blended method.

Local Building Authority – The City’s Local Building Authority has the same governing body as the City’s and is therefore included as part of the operating entity using the blended method.

1-B. Government-wide and fund financial statements

Government-wide Financial Statements

The government-wide financial statements, consisting of the statement of net position and the statement of activities report information on all the non-fiduciary activities of the primary government and its component units. For the most part, the effect of inter-fund activity has been removed from these statements. Governmental activities, which normally are supported by taxes and intergovernmental revenues, are reported separately from business-type activities, which rely to a significant extent on fees and charges for support.

The statement of net position reports the financial position of the governmental and business-type activities of the City and its discretely presented component units (if any) at year-end.

The statement of activities reports the expenses of a given function offset by program revenues directly connected with the functional program. A function is an assembly of similar activities and may include portions of a fund or summarize more than one fund to capture the expenses and program revenues associated with a distinct functional activity. Direct expenses are those that are clearly identifiable with a specific function or segment. Indirect expenses are not allocated. All expenses are included in the applicable function. Program revenues include (1) charges to customers or applicants who purchase, use, or directly benefit from goods, services, or privilege provided by a given function or segment and (2) grants and contributions that are restricted to meeting the operational or capital requirements of a particular function or segment. Taxes and other items not properly included among program revenues are reported instead as general revenues.

Fund Financial Statements

Separate financial statements are provided for governmental funds, proprietary funds, and fiduciary funds, if any, even though the latter are excluded from the government-wide financial statements. Major individual governmental funds and major individual enterprise funds are reported as separate columns in the fund financial statement.

Santaquin City Corporation
NOTES TO FINANCIAL STATEMENTS
June 30, 2023

1-C. Measurement focus, basis of accounting and financial statement presentation

The financial statements of the City are prepared in accordance with generally accepted accounting principles (GAAP).

The government-wide statements are reported using the economic resources measurement focus and the accrual basis of accounting, generally including the reclassification of internal activity (between or within funds). However, internal eliminations do not include utility services provided to City departments or payments to the general fund by other funds for providing administrative and billing services for such funds. Reimbursements are reported as reductions to expenses. Proprietary and any fiduciary fund financial statements are also reported using this same focus and basis of accounting although internal activity is not eliminated in these statements. Revenues are recorded when earned and expenses are recorded when a liability is incurred, regardless of the timing of related cash flows. Property tax revenues are recognized in the year for which they are levied while grants are recognized when the grantor eligibility requirements are met.

Governmental fund financial statements are reported using the current financial resources measurement focus and the modified accrual basis of accounting. Revenues are recognized as soon as they are both measurable and available. Revenues are considered to be available when they are collectible within the current period or soon enough thereafter to pay liabilities of the current period. The City considers revenues to be available if they are collected within 60 days of the end of the current fiscal period. Expenditures generally are recorded when a liability is incurred, as under accrual accounting. However, debt service expenditures, as well as expenditures related to compensated absences and claims and judgments, are recorded only when payment is due.

Property taxes, sales taxes, intergovernmental revenues, and interest associated with the current fiscal period are all considered to be susceptible to accrual and so have been recognized as revenues of the current fiscal period. Only the portion of special assessments, if any, receivable within the current fiscal period is considered to be susceptible to accrual as revenue of the current period. All other revenue items are considered to be measurable and available only when cash is received by the government.

Proprietary funds distinguish operating revenues and expenses from non-operating items. Operating income and expense reported in proprietary fund financial statements include those revenues and expenses related to the primary, continuing operations of the fund. Principal operating revenues for proprietary funds are charges to customers for sales or services. Principal operating expenses are the costs of providing goods or services, including administrative expenses and depreciation of capital assets. Other revenues and expenses are classified as non-operating in the financial statements.

Policy regarding use of restricted resources

When faced with a choice, it is the City's policy to use restricted resources first, then committed and assigned amounts before spending unassigned amounts. Restricted assets and liabilities payable from restricted assets current in nature are reported with current assets and current liabilities.

Santaquin City Corporation
NOTES TO FINANCIAL STATEMENTS
June 30, 2023

1-D. Fund types and major funds

Governmental funds

The City reports the following major governmental funds:

The *general fund* is the government's primary operating fund. It accounts for all financial resources of the general government, except those required to be accounted for in another fund.

The *capital projects fund* is used to account for the acquisition or construction of major capital facilities of the City (other than those financed by proprietary funds).

The City reports the following as non-major governmental funds:

The *senior citizens fund* is used to account for activities relating to senior citizens.

The *park impact fees fund* is used to account for the collection and use of park impact fees.

The *public safety impact fees fund* is used to account for the collection and use of public safety impact fees.

The *transportation impact fees fund* is used to account for the collection and use of transportation impact fees.

The *community development and renewal agency fund* accounts for the activities of the agency.

The *local building authority fund* accounts for the activities of the Local Building Authority.

The *Santaquin special service district fund* is used to account for the water share activity.

Proprietary funds

The City reports the following major and non-major proprietary funds:

The *water fund* is used to account for the activities of the culinary water production, treatment and distribution.

The *sewer fund* is used to account for the activities of the sewer operations.

The *storm drain fund* is used to account for the activities of the storm drain operations.

1-E. Assets, Liabilities, Deferred Outflows\Inflows of Resources, and Net Assets or Equity

1-E-1. Deposit and Investments

Investments are reported at fair value. Deposits are reported at cost, which approximates fair value. Investments of the City are accounts at the Utah Public Treasurers Investments Fund. Additional information is contained in Note 3.

Santaquin City Corporation
NOTES TO FINANCIAL STATEMENTS
June 30, 2023

**1-E. Assets, Liabilities, Deferred Outflows\Inflows of Resources, and Net Assets or Equity
(continued)**

1-E-1. Deposit and Investments (continued)

Investments are recorded at fair value in accordance with GASB Statement No. 72, Fair Value Measurement and Application. Accordingly, the change in fair value of investments is recognized as an increase or decrease to investment assets and investment income.

1-E-2. Cash and Cash Equivalents

The City's cash and cash equivalents are considered to be cash on hand, demand deposits, and short-term investments with original maturities of three months or less from the date of acquisition.

1-E-3. Receivables and Payables

Accounts receivable other than property taxes and intergovernmental receivables are from customers primarily for utility services. Property tax and intergovernmental receivables are considered collectible. Customer accounts are reported net of any allowance for uncollectible accounts. Allowance for uncollectible accounts receivable are based upon historical trends and the periodic aging of accounts receivable. For the year ended June 30, 2022, the City reported \$80,624 as allowance for uncollectible accounts receivable.

During the course of operations, there may be transactions occur between funds that are representative of lending/borrowing arrangements outstanding at year-end. These are reported as either due to or due from other funds.

Property taxes are assessed and collected for the City by Utah County and remitted to the City shortly after collection. Property taxes become a lien on January 1 and are levied on the first Monday in August. Taxes are due and payable on November 1, and are delinquent after November 30. All dates are in the year of levy.

1-E-4. Restricted Assets

In accordance with certain revenue bond covenants, resources may be required to be set aside for the repayment of such bonds, and, on occasion, for the repair and maintenance of the assets acquired with the bond proceeds. These resources are classified as restricted assets on the balance sheet because of their limited use. Most capital grant agreements mandate that grant proceeds be spent only on capital assets. Unspent resources of this nature are also classified as restricted. The limited use resources described above involve a reported restriction of both cash and net assets.

Unspent proceeds of bonds issued to finance capital assets are also reported as restricted cash.

1-E-5. Inventories and Prepaid items

Other inventories, which mainly consist of immaterial amounts of expendable supplies for consumption, are not reported. Such supplies are acquired as needed. Proprietary fund inventories, where material, are stated at the lower of cost or market, using the first-in, first-out basis.

Prepaid items record payments to vendors that benefit future reporting and are reported on the consumption basis. Both inventories and prepayments are similarly reported in government-wide and fund financial statements.

Santaquin City Corporation
NOTES TO FINANCIAL STATEMENTS
June 30, 2023

**1-E. Assets, Liabilities, Deferred Outflows\Inflows of Resources, and Net Assets or Equity
(continued)**

1-E-6. Capital Assets

Capital assets includes property, plant, equipment, and infrastructure assets (e.g., roads, bridges, sidewalks, and similar items), and are reported in the applicable governmental or business-type activities columns in the government-wide financial statements. Capital assets are defined by the government as assets with an initial, individual cost of \$5,000 or more and an estimated useful life in excess of two years. Such assets are recorded at historical cost or at estimated historical cost if purchased or constructed. Donated capital assets are recorded at estimated fair market value at the date of donation. Infrastructure is depreciated.

The cost of normal maintenance and repairs that does not add to the value of an asset or materially extend the assets' life is not capitalized. Major outlays for capital assets and improvements are capitalized as projects are constructed. Interest incurred during the construction phase of capital assets of business-type activities is included as part of the capitalized value of the assets constructed.

Upon retirement or disposition of capital assets, the cost and related accumulated depreciation are removed from the respective accounts. Depreciation of capital assets is computed using the straight-line method over their estimated useful lives.

Property, plant, and equipment of the primary government, as well as the component units if any, is depreciated using the straight-line method over the following estimated useful lives:

<u>Assets</u>	<u>Years</u>
Buildings	30-45
Improvements	30-45
Water system	30-45
Sewer system	30-45
Infrastructure	30-45
Vehicles and equipment	5-15

1-E-7. Long-term Obligations

In the government-wide and proprietary fund financial statements, long-term debt and obligations are reported as liabilities in the applicable governmental activities, business-type activities, or proprietary fund statement of net assets. Bond discounts or premiums, and the difference between the reacquisition price and the net carrying value of refunded debt are deferred and amortized over the terms of the respective bonds using the effective interest method. Bonds payable are reported net of the applicable bond premium or discount.

The governmental fund financial statements recognize the proceeds of debt and premiums as other financing sources of the current period.

Santaquin City Corporation
NOTES TO FINANCIAL STATEMENTS
June 30, 2023

**1-E. Assets, Liabilities, Deferred Outflows\Inflows of Resources, and Net Assets or Equity
(continued)**

1-E-8. Fund Equity

Government-wide Financial Statements

Equity is classified in the government-wide financial statements as net position and is displayed in three components:

Net investment in capital assets - Capital assets including restricted capital assets, net of accumulated depreciation and reduced by the outstanding balances of any bonds, mortgages, notes, or other borrowings that are attributable to the acquisition, construction, or improvement of those assets.

Restricted net position - Net position with constraints placed on the use either by (1) external groups such as creditors, grantors, contributors, or laws or regulations of other governments; or (2) law through constitutional provisions or enabling legislation.

Unrestricted net position - All other net position that does not meet the definition of "restricted" or "net investment in capital assets."

Fund Financial Statements

In the fund financial statements governmental fund equity is classified as fund balance. Fund balance is further classified as Nonspendable, Restricted, Committed, Assigned or Unassigned. Descriptions of each follow:

Nonspendable fund balance - This classification includes amounts that cannot be spent because they are either (a) not in spendable form, or (b) legally or contractually required to be maintained intact. Fund balance amounts related to inventories, prepaid expenditures, and endowments are classified as nonspendable.

Restricted fund balance - This classification includes net fund resources that are subject to external constraints that have been placed on the use of the resources either a) imposed by creditors (such as through a debt covenant), grantors, contributors, or laws or regulations of the government or b) imposed by law through constitutional provisions or enabling legislation.

Committed fund balance - This classification includes amounts that can only be used for specific purposes established by formal action of the City Council, with is the City's highest level of decision making authority. Fund balance commitments can only be removed or changed by the same type of action (for example resolution) of the City Council. This classification also includes contractual obligations to the extent that existing resources have been specifically committed for use in satisfying those contractual requirements.

Assigned fund balance - This classification includes amounts that the City intends to be used for a specific purpose but are neither restricted nor committed. These are established by the City Council. This category includes the remaining positive fund balances for governmental funds other than the general fund.

Santaquin City Corporation
NOTES TO FINANCIAL STATEMENTS
June 30, 2023

**1-E. Assets, Liabilities, Deferred Outflows/Inflows of Resources, and Net Assets or Equity
(continued)**

1-E-8. Fund Equity (continued)

Unassigned fund balance - Residual classification of the General Fund. This classification represents fund balance that has not been assigned to other funds and that has not been restricted, committed, or assigned to specific purposes within the General Fund.

Proprietary fund equity is classified the same as in the government-wide statements.

1-E-9. Deferred Outflows/Inflows of Resources

In addition to assets, the statement of net position will sometimes include a separate section for deferred outflows of resources. This separate financial statement element, deferred outflows of resources, represents a consumption of net position that applies to a future period(s) and so will not be recognized as an outflow of resources (expense/expenditure) until then. The City reports deferred outflows of resources related to pensions as required by GASB 68.

In addition to liabilities, the statement of net position will sometimes include a separate section for deferred inflows of resources. This separate financial statement element, deferred inflows of resources, represents an acquisition of net position that applies to a future period(s) and so will not be recognized as an inflow of resources (revenue) until then. The City has only one type of deferred inflows of resources. Property taxes to be collected in November were unavailable in the current fiscal year. Accordingly, these property taxes are deferred and will be recognized as an inflow of resources in the period that the amounts become available. The city also reports deferred inflows of resources related to pensions as required by GASB 68.

1-E-10. Pensions

For purposes of measuring the net pension liability, deferred outflows of resources and deferred inflows of resources related to pensions, and pension expense, information about the fiduciary net position of the Utah Retirement Systems Pension Plan (URS) and additions to/deductions from URS's fiduciary net position have been determined on the same basis as they are reported by URS. For this purpose, benefit payments (including refunds of employee contributions) are recognized when due and payable in accordance with the benefit terms. Investments are reported at fair value.

1-E-11. Estimates

The preparation of financial statements in conformity with GAAP requires management to make estimates and assumptions that affect the amounts reported in the financial statements and the accompanying notes. Actual results may differ from those estimates.

Santaquin City Corporation
NOTES TO FINANCIAL STATEMENTS
 June 30, 2023

NOTE 2 - STEWARDSHIP, COMPLIANCE AND ACCOUNTABILITY

2-A. Budgetary data

Annual budgets are prepared and adopted by ordinance by total for each department, in accordance with State law, by the Mayor and City Council on or before June 22 for the following fiscal year beginning July 1. Estimated revenues and appropriations may be increased or decreased by resolution of the City Council at any time during the year. A public hearing must be held prior to any proposed increase in a fund's appropriations. Budgets include activities in the General Fund. The level of the City's budgetary control (the level at which the City's expenditures cannot legally exceed appropriations) is established at the department level. Each department head is responsible for operating within the budget for their department. All annual budgets lapse at fiscal year-end.

Utah State law prohibits the appropriation of unreserved General Fund balance to an amount less than 5% of the General Fund revenues. The 5% reserve that cannot be budgeted is used to provide working capital until tax revenue is received, to meet emergency expenditures, and to cover unanticipated deficits. Any unreserved General Fund balance greater than 35% of the current year's actual revenues must be appropriated within the following two years.

Once adopted, the budget may be amended by the City Council without hearing provided the budgeted expenditures do not exceed budgeted revenues and appropriated fund balance. A public hearing must be held if the budgeted expenditures will exceed budgeted revenues and any fund balance which is available for budgeting. With the consent of the Mayor, department heads may reallocate unexpended appropriated balances from one expenditure account to another within that department during the budget year. Budgets for the General Fund are prepared on the modified accrual basis of accounting. Encumbrances are not used.

NOTE 3 - DETAILED NOTES

3-A. Deposits and investments

Cash and investments as of June 30, 2023, consist of the following:

	Fair Value
Demand deposits - checking	\$ 246,009
State Treasurer's Investment Pool	33,157,770
Total cash	\$ 33,403,779

Cash and investments listed above are classified in the accompanying government-wide statement of net position as follows:

Cash and cash equivalents (current)	\$ 21,251,878
Restricted cash and cash equivalents (non-current)	12,151,901
Total cash and cash equivalents	\$ 33,403,779

Cash equivalents and investments are carried at fair value in accordance with GASB Statement No. 72.

Santaquin City Corporation
NOTES TO FINANCIAL STATEMENTS
June 30, 2023

3-A. Deposits and investments (continued)

The Utah Money Management Act (UMMA) establishes specific requirements regarding deposits of public funds by public treasurers. UMMA requires that city funds be deposited with a qualified depository which includes any depository institution which has been certified by the Utah State Commissioner of Financial Institutions as having met the requirements specified in UMMA Section 51, Chapter 7. UMMA provides the formula for determining the amount of public funds which a qualified depository may hold in order to minimize risk of loss and also defines capital requirements which an Institution must maintain to be eligible to accept public funds. UMMA lists the criteria for investments and specifies the assets which are eligible to be invested in, and for some investments, the amount of time to maturity.

UMMA enables the State Treasurer to operate the Public Treasurer's Investment Pool (PTIF). PTIF is managed by the Utah State Treasurer's investment staff and comes under the regulatory authority of the Utah Money Management Council. This council is comprised of a select group of financial professionals from units of local and state government and financial institutions doing business in the state. PTIF operations and portfolio composition is monitored at least semi-annually by the Utah Money Management Council. PTIF is unrated by any nationally recognized statistical rating organizations. Deposits in PTIF are not insured or otherwise guaranteed by the State of Utah. Participants share proportionally in any realized gains or losses on investments which are recorded on an amortized cost basis. The balance available for withdrawal is based on the accounting records maintained by PTIF. The fair value of the investment pool is approximately equal to the value of the pool shares. The City maintains monies not immediately needed for expenditure in PTIF accounts.

Fair value of investments

The City measures and records its investments using fair value measurement guidelines established by generally accepted accounting principles. These guidelines recognize a three-tiered fair value hierarchy, as follows: Level 1--Quoted prices for identical investments in active markets; Level 2--Observable inputs other than quoted market prices; and, Level 3--Unobservable inputs. At June 30, 2023, the City had \$33,157,770 invested in the PTIF, which uses a Level 2 fair value measurement.

Deposit and investment risk

The City maintains no investment policy containing any specific provisions intended to limit the City's exposure to interest rate risk, credit risk, and concentration of credit risk other than that imposed by UMMA. The City's compliance with the provisions of UMMA addresses each of these risks.

Interest rate risk

Interest rate risk is the risk that changes in market interest rates will adversely affect the fair value of an investment. All deposits and investments of the City are available immediately.

Santaquin City Corporation
NOTES TO FINANCIAL STATEMENTS
 June 30, 2023

3-A. Deposits and investments (continued)

Credit risk

Generally, credit risk is the risk that an issuer of an investment will not fulfill its obligations. Custodial credit risk for deposits is the risk that, in the event of the failure of a depository financial institution, a government will not be able to recover its deposits. At June 30, 2023, \$740,492 of the City's demand deposits of \$1,008,181 were uninsured. The book balance at year-end was \$357,163.

Custodial credit risk for investments is the risk that, in the event of the failure of the counterparty (e.g., broker-dealer) to a transaction, a government will not be able to recover the value of its investment or collateral securities that are in the possession of another party. This risk is addressed through the policy of investing excess monies only in PTIF.

Concentration of credit risk

Concentration of credit risk is the risk of loss attributed to the magnitude of a government's investment in a single issuer. PTIF falls under the constraints of UMMA in limiting concentrations of investments.

3-B. Receivables

The allowance policy is described in Note 1-E-3. Receivables as of year-end for the City's funds are shown below:

	General Fund	Water Fund	Sewer Fund	Storm Drain Fund	Total
Intergovernmental	\$ 208,431	-	-	-	208,431
Installments	3,656	-	-	-	3,656
Customers	121,004	361,464	234,137	12,190	728,795
Total receivables	333,090	361,464	234,137	12,190	940,882
Allowance for uncollectibles	(13,329)	(57,266)	(25,847)	(1,346)	(97,788)
Net receivables	\$ 319,761	304,198	208,290	10,844	843,094

Santaquin City Corporation
NOTES TO FINANCIAL STATEMENTS
June 30, 2023

3-C. Capital assets

Capital asset activity for governmental activities was as follows:

Governmental activities	Beginning Balance	Additions	Retirements	Ending Balance
Capital assets, not being depreciated:				
Land and rights	\$ 1,409,042	-	-	1,409,042
Infrastructure	16,092,040	855,786	-	16,947,826
Construction in progress	8,699,323	8,285,033	818,456	16,165,900
Total capital assets, not being depreciated	26,200,405	9,140,819	818,456	34,522,768
Capital assets, being depreciated:				
Buildings	8,114,820	-	-	8,114,820
Improvements other than buildings	2,931,258	65,695	-	2,996,953
Machinery and equipment	6,494,625	813,226	-	7,307,851
Total capital assets, being depreciated	17,540,703	878,920	-	18,419,624
Less accumulated depreciation for:				
Buildings	3,219,033	269,619	-	3,488,652
Improvements other than buildings	664,582	159,259	-	823,840
Machinery and equipment	5,359,267	428,576	-	5,787,844
Total accumulated depreciation	9,242,882	857,454	-	10,100,337
Total capital assets being depreciated, net	8,297,821	21,466	-	8,319,287
Governmental activities capital assets, net	\$ 34,498,226	9,162,285	818,456	42,842,055

Depreciation expense was charged to functions/programs of the primary government governmental activities was follows:

Governmental activities:	
General government	\$ 19,482
Public safety	327,871
Highways and public improvements	208,912
Parks, recreation and public property	293,313
Cemetery	7,876
Total	\$ 857,454

Santaquin City Corporation
NOTES TO FINANCIAL STATEMENTS
June 30, 2023

3-C. Capital assets (continued)

Capital asset activity for the business-type activities was as follows:

Business-type activities	Beginning Balance	Additions	Retirements	Ending Balance
Capital assets, not being depreciated:				
Land	\$ 124,032	-	-	124,032
Water shares	535,148	-	-	535,148
Construction in progress	4,592,546	4,081,677	-	8,674,222
Total capital assets, not being depreciated	5,251,726	4,081,677	-	9,333,403
Capital assets, being depreciated:				
Buildings and improvements	275,389	-	-	275,389
Water distribution system	23,142,989	194,492	-	23,337,481
Sewer collection/treatment system	29,252,613	-	-	29,252,613
Machinery and equipment	501,764	-	-	501,764
Total capital assets, being depreciated	53,172,755	194,492	-	53,367,247
Less accumulated depreciation for:				
Buildings and improvements	259,152	2,564	-	261,716
Water distribution system	13,002,971	786,046	-	13,789,016
Sewer collection system	15,498,954	894,747	-	16,393,701
Machinery and equipment	492,634	1,955	-	494,589
Total accumulated depreciation	29,253,710	1,685,312	-	30,939,022
Total capital assets being depreciated, net	23,919,045	(1,490,820)	-	22,428,225
Business-type activities capital assets, net	\$ 29,170,771	2,590,857	-	31,761,628

Depreciation expense was charged to functions/programs of the primary government business-type activities was follows:

Business-type activities:	
Water	\$ 788,001
Sewer	897,311
Total	\$ 1,685,312

Santaquin City Corporation
NOTES TO FINANCIAL STATEMENTS
 June 30, 2023

3-D. Long-term debt

Long-term debt activity for the governmental activities was as follows:

	Original Principal	% Rate	Beginning Balance	Additions	Reductions	Ending Balance	Due Within One Year
Direct Borrowings:							
2016 (4) Piece Equipment Lease							
Matures 3/1/2023	\$ 482,477	2.17	\$ 60,069	-	60,069	-	-
2015 Pierce Saber Pumper Fire Truck							
Matures 6/24/2024	446,032	3.82	103,058	-	50,563	52,495	52,495
2018 Fire SCBA Equip Lease							
Matures 9/26/2024	169,173	4.22	75,348	-	24,085	51,263	25,102
2021 Equipment Lease							
Matures 8/15/2025	731,500	4.22	731,500	-	180,128	551,372	181,675
2023 Interfund Loan from PI to CP							
Matures 9/1/2042	3,362,991	1.00	-	3,362,991	-	3,362,991	161,598
Bonds:							
2018 Excise Tax Rev Bonds							
Matures 7/15/2028	4,300,000	2.50	3,118,000	-	407,000	2,711,000	417,000
2015 LBA Lease Revenue							
Matures 7/1/2035	2,500,000	4.17	1,848,000	-	109,000	1,739,000	-
2020 Sales Tax Revenue Bonds							
Matures 7/1/2035	6,655,000	4.17	6,115,000	-	260,000	5,855,000	270,000
2020 Sales Tax Revenue Premiums			451,073	-	26,534	424,539	-
Total governmental activity long-term liabilities			\$ 12,502,048	3,362,991	1,117,379	14,747,660	1,107,869

Bond debt service requirements to maturity for governmental activities are as follows:

	Principal	Interest	Total
2024	\$ 1,107,869	310,174	1,418,043
2025	1,195,157	314,834	1,509,991
2026	1,201,760	280,306	1,482,066
2027	1,052,494	244,654	1,297,148
2028	1,086,159	208,511	1,294,670
2029 - 2033	3,808,358	647,336	4,455,694
2034 - 2038	3,309,551	287,109	3,596,660
2039 - 2042	1,561,771	43,239	1,605,010
Total	\$ 14,323,121	2,336,162	16,659,283

The City has outstanding bonds and other direct borrowings related to governmental activities totaling \$10,729,539 and \$4,018,121, respectively. The outstanding bonds and other direct borrowings are all secured with their respective revenues and/or property and equipment.

Santaquin City Corporation
NOTES TO FINANCIAL STATEMENTS
June 30, 2023

3-D. Long-term debt (continued)

Long-term debt activity for the business-type activities was as follows:

	Original Principal	% Rate	Beginning Balance	Additions	Reductions	Ending Balance	Due Within One Year
Bonds:							
2011A-1 Sewer Revenue Bond							
Matures 1/1/2031	\$ 6,034,000	0.01	\$ 3,087,000	-	345,000	2,742,000	348,000
2011B Sewer Revenue Bond							
Matures 1/1/2033	900,000	1.00	900,000	-	-	900,000	-
2018 WA Booster Pump/Tank							
Matures 1/1/2039	1,720,500	1.00	1,541,000	-	62,000	1,479,000	63,500
2018 PI Booster Pump/Tank							
Matures 1/1/2039	1,720,500	1.00	1,541,000	-	62,000	1,479,000	63,500
2021 Water Rev & Ref							
Matures 1/1/2039	11,236,000	1.00	11,236,000	-	494,000	10,742,000	497,000
2011A-2 Sewer Revenue							
Matures 2/15/2052	2,912,000	3.00	2,487,240	-	52,959	2,434,281	54,570
Total business-type activity long-term liabilities			\$ 20,792,240	-	1,015,959	19,776,281	1,026,570

Bond debt service requirements to maturity for business-type activities are as follows:

	Principal	Interest	Total
2024	\$ 1,026,570	353,560	1,380,130
2025	1,038,230	342,261	1,380,491
2026	1,086,940	330,048	1,416,988
2027	1,101,702	316,279	1,417,982
2028	1,115,518	301,769	1,417,287
2029 - 2033	5,824,822	1,263,845	7,088,667
2034 - 2038	4,354,258	810,824	5,165,082
2039 - 2043	3,266,492	323,012	3,589,504
2044- 2048	527,946	106,314	634,260
2049 - 2052	433,804	24,477	458,281
Total	\$ 19,776,281	4,172,389	23,948,670

The City has outstanding bonds related to business-type activities totaling \$19,776,281. The outstanding bonds are all secured with their respective revenues and/or property and equipment.

Santaquin City Corporation
NOTES TO FINANCIAL STATEMENTS
 June 30, 2023

3-D. Long-term debt (continued)

Lease Requirements:

The City acquired the following assets through leases. Amortization of assets under lease are included in depreciation expense. As of June 30, 2023, the net book values are as follows:

	Governmental Activities
Machinery and equipment	\$ 922,044
Less accumulated depreciation	(922,044)
Net book value	\$ -

Lease requirements to maturity are included on the maturity schedule for governmental activities.

Other long-term liabilities:

	Beginning	Increase (Decrease)	Ending
Compensated absences:			
Governmental	\$ 533,289	124,369	657,658
Business-type	209,171	15,595	224,766
Total	\$ 742,460	139,964	882,424
 Net pension liability:			
Governmental	\$ -	619,932	619,932
Business-type	-	164,792	164,792
Total	\$ -	784,724	784,724

3-E. Interfund transactions and balances

Interfund transfers:

	Transfers In	Transfers Out
General fund	\$ 1,600,000	2,114,102
Capital projects fund	3,018,627	1,716,132
Senior citizens	50,000	-
Transportation Impact Fees	-	28,100
Local building authority	187,943	-
Santaquin SSD	42,140	-
Water fund	1,716,132	1,633,972
Sewer fund	-	1,122,536
Total	\$ 6,614,842	6,614,842

Santaquin City Corporation
NOTES TO FINANCIAL STATEMENTS
June 30, 2023

NOTE 4 - OTHER INFORMATION

4-A. Risk management

The City is exposed to various risks of loss related to torts; theft of, damage to, and destruction of assets; errors and omissions; and natural disasters. The City participates in the Utah Local Government Trust, a public agency insurance mutual, which provides coverage for property damage and general liability. The City is subject to a minimal deductible for claims. There have been no significant reductions in insurance coverage from coverage in the prior year. Amounts of settlements have not exceeded insurance coverage in any of the past three fiscal years.

4-B. Rounding convention

A rounding convention to the nearest whole dollar has been applied throughout this report, therefore the precision displayed in any monetary amount is plus or minus \$1. These financial statements are computer generated and the rounding convention is applied to each amount displayed in a column, whether detail item or total. As a result, without the overhead cost of manually balancing each column, the sum of displayed amounts in a column may not equal the total displayed. The maximum difference between any displayed number or total and its actual value will not be more than \$1.

4-C. Subsequent Events

In preparing these financial statements, the City has evaluated events and transactions for potential recognition or disclosure through the date of the audit report, which is the date the financial statements were available to be issued.

Santaquin City Corporation
NOTES TO FINANCIAL STATEMENTS
June 30, 2023

4-D. Pension Plans

General Information about the Pension Plan

Plan description:

Eligible plan participants are provided with pensions through the Utah Retirement Systems. The Utah Retirement Systems are comprised of the following Pension Trust Funds:

Defined Benefit Plans

Public Employees Noncontributory Retirement System (Noncontributory System) is a multiple employer, cost sharing, public employee retirement system;

Firefighters Retirement System (Firefighters System) is a multiple employer, cost sharing, retirement system;

Public Safety Retirement System (Public Safety System) is a mixed agent and cost-sharing, multiple employer public employee retirement system;

Tier 2 Public Employees Contributory Retirement System (Tier 2 Public Employees System) is a multiple employer cost sharing public employee retirement system;

Tier 2 Public Safety and Firefighter Contributory Retirement System (Tier 2 Public Safety and Firefighters System) is a multiple employer, cost sharing, public employee retirement system.

The Tier 2 Public Employees System became effective July 1, 2011. All eligible employees beginning on or after July 1, 2011, who have no previous service credit with any of the Utah Retirement Systems, are members of the Tier 2 Retirement System.

The Utah Retirement Systems (Systems) are established and governed by the respective sections of Title 49 of the Utah Code Annotated 1953, as amended. The Systems' defined benefit plans are amended statutorily by the State Legislature. The Utah State Retirement Office Act in Title 49 provides for the administration of the Systems under the direction of the Board, whose members are appointed by the Governor. The Systems are fiduciary funds defined as pension (and other employee benefit) trust funds. URS is a component unit of the State of Utah. Title 49 of the Utah Code grants the authority to establish and amend the benefit terms.

URS issues a publicly available financial report that can be obtained by writing Utah Retirement Systems, 560 E. 200 S, Salt Lake City, Utah 84102 or visiting the website: www.urs.org/general/publications.

Santaquin City Corporation
NOTES TO FINANCIAL STATEMENTS
 June 30, 2023

4-D. Pension Plans (continued)

Benefits provided:

URS provides retirement, disability, and death benefits. Retirement benefits are as follows:

System	Final Average Salary	Years of service required and/or age eligible for benefit	Benefit percentage per year of service	Cola **
Noncontributory System	Highest 3 Years	30 years any age 25 years any age* 20 years age 60* 10 years age 62* 4 years age 65	2.0% per year all years	Up to 4%
Public Safety System	Highest 3 Years	20 years an age 10 years age 60 4 years age 65	2.5% per year up to 20 years; 2.0% per year over 20 years	Up to 2.5 % to 4% depending on employer
Firefighters System	Highest 3 Years	20 years an age 10 years age 60 4 years age 65	2.5% per year up to 20 years; 2.0% per year over 20 years	Up to 2.5 % to 4% depending on employer
Tier 2 Public Employees System	Highest 5 Years	35 years any age 20 years any age 60* 10 years age 62* 4 years age 65	1.5% per year all years	Up to 2.5%
Tier 2 Public Safety and Firefighter System	Highest 5 Years	35 years any age 20 years age 60* 10 years age 62* 4 years age 65	1.5% per year all years	Up to 2.5%

* with actuarial reductions

** All past-retirement cost-of-living adjustments are non-compounding and are based on the original benefit except for Judges, which is a compounding benefit. The cost-of-living adjustments are also limited to the actual Consumer Price Index (CPI) increase for the year, although unused CPI increases not met may be carried forward to subsequent years.

Santaquin City Corporation
NOTES TO FINANCIAL STATEMENTS
 June 30, 2023

4-D. Pension Plans (continued)

Contribution Rate Summary: As a condition of participation in the Systems, employers and/or employees are required to contribute certain percentages of salary and wages as authorized by statute and specified by the URS Board. Contributions are actuarially determined as an amount that, when combined with employee contributions (where applicable) is expected to finance the costs of benefits earned by employees during the year, with an additional amount to finance any unfunded actuarial accrued liability. Contribution rates as of June 30, 2023, are as follows:

Utah Retirement Systems	Employee Paid	Employer Contribution Rate	Employer Rate for 401(k) Plan
Contributory System			
111 - Local Government Div - Tier 2	-	16.01	0.18
Noncontributory System			
15 - Local Government Div - Tier 1	-	17.97	-
Public Safety System			
122 - Tier 2 DB Hybrid Public Safety (Contributory)	2.59	25.83	-
43 - Other Div A with 2.5% COLA (Noncontributory)	-	34.04	-
Firefighters Retirement System			
31 - Other Division A	15.05	3.61	-
132 - Tier 2 DB Hybrid Firefighters	2.59	14.08	-
Tier 2 DC Only			
211 - Local Government	-	6.19	10.00
222 - Public Safety	-	11.83	14.00
232 - Firefighters	-	0.08	14.00

***Tier 2 rates include a statutory required contribution to finance the unfunded actuarial accrued liability of the Tier 1 plans.

For the fiscal year ended June 30, 2023, the employer and employee contributions to the Systems were as follows:

System	Employer Contributions	Employee Contributions
Noncontributory System	\$ 165,738	-
Public Safety System	161,865	-
Firefighters System	3,959	16,506
Tier 2 Public Employees System	150,848	-
Tier 2 Public Safety and Firefighter	123,253	12,359
Tier 2 DC Only System	33,390	-
Tier 2 DC Public Safety and Firefighter System	8,062	-
Total Contributions	\$ 647,116	\$ 28,864

Contributions reported are the URS Board approved required contributions by System. Contributions in the Tier 2 Systems are used to finance the unfunded liabilities in the Tier 1 Systems.

Santaquin City Corporation
NOTES TO FINANCIAL STATEMENTS
June 30, 2023

4-D. Pension Plans (continued)

Combined Pension Assets, Liabilities, Expense, and Deferred Outflows of Resources and Deferred Inflows of Resources Related to Pensions

At June 30, 2023, we reported a net pension asset of \$76,831 and a net pension liability of \$784,724.

	(Measurement Date): December 31, 2022				
	Net Pension Asset	Net Pension Liability	Proportionate Share	Proportionate Share 12/31/2021	Change (Decrease)
Noncontributory System	\$ -	\$ 239,515	0.1398423%	0.1356882%	0.0041541%
Public Safety System	-	491,863	0.3803828%	0.3591978%	0.0211850%
Firefighters System	76,831	-	0.2958401%	0.1414369%	0.1544032%
Tier 2 Public Employees System	-	43,021	0.0395088%	0.0361039%	0.0034049%
Tier 2 Public Safety and Firefighter	-	10,325	0.1237613%	0.1225307%	0.0012306%
Total	\$ 76,831	\$ 784,724			

The net pension asset and liability was measured as of December 31, 2022, and the total pension liability used to calculate the net pension asset and liability was determined by an actuarial valuation as of January 1, 2022 and rolled-forward using generally accepted actuarial procedures. The proportion of the net pension asset and liability is equal to the ratio of the employer's actual contributions to the Systems during the plan year over the total of all employer contributions to the System during the plan year.

For the year ended June 30, 2023, we recognize pension expense of \$372,687.

At June 30, 2023, we reported deferred outflows of resources and deferred inflows of resources relating to pensions from the following sources:

	Deferred Outflows of Resources	Deferred Inflows of Resources
Difference between expected and actual experience	\$ 116,487	\$ 5,524
Changes in assumptions	82,492	2,099
Net difference between projected and actual earnings on pension plan investments	320,605	-
Changes in proportion and differences between contributions and proportionate share of contributions	38,221	60,810
Contributions subsequent to the measurement date	308,428	-
Total	\$ 866,233	\$ 68,433

\$308,428 reported as deferred outflows of resources related to pensions results from contributions made by us prior to our fiscal year end, but subsequent to the measurement date of December 31, 2022. These contributions will be recognized as a reduction of the net pension liability in the upcoming fiscal year.

Santaquin City Corporation
NOTES TO FINANCIAL STATEMENTS
 June 30, 2023

4-D. Pension Plans (continued)

Other amounts reported as deferred outflows of resources and deferred inflows of resources related to pensions will be recognized in pension expense as follows:

<u>Year Ended December 31,</u>	<u>Net Deferred Outflows (Inflows) of Resources</u>
2023	\$ (110,840)
2024	(13,884)
2025	120,320
2026	468,874
2027	4,412
Thereafter	20,490

Actuarial assumptions:

The total pension liability in the December 31, 2022, actuarial valuation was determined using the following actuarial assumptions, applied to all periods included in the measurement:

Inflation	2.50 Percent
Salary increases	3.25 - 9.25 percent, average, including inflation
Investment rate of return	6.85 percent, net of pension plan investment expense, including inflation

Mortality rates were adopted from an actuarial experience study dated January 1, 2020. The retired mortality tables are developed using URS retiree experience and are based upon gender, occupation, and age as appropriate with projected improvement using 80% of the ultimate rates from the MP-2019 improvement assumption using a base year of 2020. The mortality assumption for active members is the PUB-2010 Employees Mortality Table for public employees, teachers, and public safety members, respectively.

The actuarial assumptions used in the January 1, 2012, valuations were based on an experience study of the demographic assumptions as of January 1, 2020, and a review of economic assumptions as of January 1, 2021.

The long-term expected rate of return on pension plan investments was determined using a building-block method in which best-estimate ranges of expected future real rates of return (expected returns, net of pension plan investment expense and inflation) are developed for each major asset class. These ranges are combined to produce the long-term expected rate of return by weighting the expected future real rates of return by the target asset allocation percentage and by adding expected inflation.

Santaquin City Corporation
NOTES TO FINANCIAL STATEMENTS
 June 30, 2023

4-D. Pension Plans (continued)

The target allocation and best estimates of arithmetic real rates of return for each major asset class are summarized in the following table:

Assets class	Expected Return Arithmetic Basis		
	Target Asset Allocation	Real Return Arithmetic Basis	Long Term expected portfolio real rate of return
Equity securities	35%	6.58%	2.30%
Debt securities	20%	1.08%	0.22%
Real assets	18%	5.72%	1.03%
Private equity	12%	9.80%	1.18%
Absolute return	15%	2.91%	0.44%
Cash and cash equivalents	0%	-0.11%	0.00%
Totals	100.00%		5.17%
	Inflation		2.50%
	Expected arithmetic nominal return		7.67%

The 6.85% assumed investment rate of return is comprised of an inflation rate of 2.50%, a real return of 4.35% that is net of investment expense.

Discount rate:

The discount rate used to measure the total pension liability was 6.95 percent. The projection of cash flows used to determine the discount rate assumed that employee contributions will be made at the current contribution rate and that contributions from all participating employers will be made at contractually required rates that are actuarially determined and certified by the URS Board. Based on those assumptions, the pension plan's fiduciary net position was projected to be available to make all projected future benefit payments of current active and inactive employees. Therefore, the long-term expected rate of return on pension plan investments was applied to all periods of projected benefit payments to determine the total pension liability. The discount rate does not use the Municipal Bond Index Rate.

Sensitivity of the proportionate share of the net pension asset and liability to changes in the discount rate:

The following presents the proportionate share of the net pension liability calculated using the discount rate of 6.85 percent, as well as what the proportionate share of the net pension liability would be if it were calculated using a discount rate that is 1-percentage-point lower (5.85 percent) or 1-percentage-point higher (7.85 percent) than the current rate:

System	1% Decrease (5.95%)	Discount Rate (6.95%)	1% Increase (7.95%)
Noncontributory System	\$ 1,509,502	\$ 239,515	\$ (821,627)
Public Safety System	1,584,049	491,863	(396,341)
Firefighters System	61,236	(76,831)	(188,876)
Tier 2 Public Employees System	187,978	43,021	(68,650)
Tier 2 Public Safety and Firefighter	82,646	10,325	(47,154)
Total	\$ 3,425,411	\$ 707,893	\$ (1,522,648)

Santaquin City Corporation
NOTES TO FINANCIAL STATEMENTS
 June 30, 2023

4-D. Pension Plans (continued)

Pension plan fiduciary net position:

Detailed information about the pension plan's fiduciary net position is available in the separately issued URS financial report.

Defined Contribution Savings Plan:

The Defined Contribution Savings Plans are administered by the Utah Retirement Systems Board and are generally supplemental plans to the basic retirement benefits of the Retirement Systems, but may also be used as a primary retirement plan. These plans are voluntary tax-advantaged retirement savings programs authorized under sections 401(k), 457(b) and 408 of the Internal Revenue code. Detailed information regarding plan provisions is available in the separately issued URS financial report. The City participates in the following Defined Contribution Savings Plans with the Utah Retirement Systems:

- 401(k) Plan
- 457(b) Plan
- Roth IRA Plan

Employee and employer contributions to the Utah Retirement Contribution Savings Plans for fiscal year ended June 30, were as follows:

	2023	2022	2021
401(k) Plan			
Employer Contributions	\$ 104,954	\$ 85,768	\$ 65,115
Employee Contributions	44,815	57,415	44,463
457 Plan			
Employer Contributions	-	-	-
Employee Contributions	27,692	23,326	17,296
Roth IRA Plan			
Employer Contributions	N/A	N/A	N/A
Employee Contributions	23,699	24,208	16,099
Traditional IRA Plan			
Employer Contributions	N/A	N/A	N/A
Employee Contributions	965	-	-

REQUIRED SUPPLEMENTARY INFORMATION
(Unaudited)

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Santaquin City Corporation
Notes to Required Supplementary Information
June 30, 2023

Budgetary Comparison Schedules

The Budgetary Comparison Schedule presented in this section of the report is for the City's General Fund.

Budgeting and Budgetary Control

The budget for the General Fund is legally required and is prepared and adopted on the modified accrual basis of accounting.

Original budgets represent the revenue estimates and spending authority authorized by the City Council prior to the beginning of the year. Final budgets represent the original budget amounts plus any amendments made to the budget during the year by the Council through formal resolution. Final budgets do not include unexpended balances from the prior year because such balances automatically lapse to unreserved fund balance at the end of each year.

Current Year Excess of Expenditures over Appropriations

For the year ended June 30, 2023, expenditures for all departments were under budgeted amounts.

Changes in Assumptions Related to Pensions

No changes were made in actuarial assumptions from the prior year's valuation.

Santaquin City Corporation
**STATEMENT OF REVENUES, EXPENDITURES AND
 CHANGES IN FUND BALANCES - GOVERNMENTAL FUNDS**

For the Year Ended June 30, 2023

	Budgeted Original	Budgeted Final	Actual	Variance with Final Budget
REVENUES:				
Taxes:				
Property	\$ 1,195,199	1,290,199	1,275,054	(15,145)
Sales	2,660,000	2,940,000	2,954,308	14,308
Other taxes	909,400	1,096,400	1,118,720	22,320
License and permits	2,065,700	787,020	817,280	30,260
Intergovernmental revenues	681,200	796,200	829,014	32,814
Charges for services	2,247,098	2,335,298	2,345,937	10,639
Fines and forfeitures	217,100	217,100	236,658	19,558
Interest	32,600	495,600	549,592	53,992
Miscellaneous revenue	144,500	594,536	145,867	(448,669)
Total revenues	10,152,797	10,552,353	10,272,430	(279,923)
EXPENDITURES:				
General government	2,799,595	2,734,155	2,542,575	191,580
Public safety	3,619,509	3,841,387	3,599,537	241,850
Highways and public improvements	910,644	910,644	866,253	44,391
Sanitation	696,800	806,800	805,011	1,789
Parks, recreation and public property	1,822,198	1,787,598	1,696,212	91,386
Cemetery	231,281	231,281	208,625	22,656
Total expenditures	10,080,027	10,311,865	9,718,213	593,652
Excess (Deficiency) of Revenues over (Under) Expenditures	72,770	240,488	554,217	313,729
Other Financing Sources and (Uses):				
Transfers in	1,598,240	1,600,000	1,600,000	-
Transfers (out)	(1,845,546)	(2,114,102)	(2,114,102)	-
Total other financing sources and (uses)	(247,306)	(514,102)	(514,102)	-
Net Change in Fund Balances	(174,536)	(273,614)	40,115	313,729
Fund balances - beginning of year	3,700,366	3,700,366	3,700,366	-
Fund balance - end of year	\$ 3,525,830	3,426,752	3,740,482	313,729

SCHEDULE OF THE PROPORTIONATE SHARE OF THE NET PENSION LIABILITY

June 30, 2023

Last 10 Fiscal Years*

	As of December 31,									
	2022	2021	2020	2019	2018	2017	2016	2015	2014	
Noncontributory Retirement System										
Proportion of the net pension liability (asset)	0.1398423%	0.1356882%	0.1375022%	0.1270077%	0.1253051%	0.1223531%	0.1219067%	0.1196808%	0.1283310%	
Proportionate share of the net pension liability (asset)	\$ 239,515	\$ (777,101)	\$ 70,531	\$ 478,675	\$ 922,712	\$ 536,066	\$ 782,790	\$ 677,212	\$ 489,948	
Covered employee payroll	\$ 1,087,089	\$ 1,030,271	\$ 1,113,317	\$ 1,046,159	\$ 1,038,995	\$ 1,024,428	\$ 1,035,444	\$ 996,660	\$ 972,290	
Proportionate share of the net pension liability (asset) as a percentage of its covered-employee payroll	22.03%	-75.43%	6.34%	45.76%	88.81%	52.33%	75.60%	67.95%	50.40%	
Plan fiduciary net position as a percentage of the total pension liability	97.50%	108.70%	99.20%	93.70%	87.00%	91.90%	87.30%	87.80%	90.20%	
Public Safety System										
Proportion of the net pension liability (asset)	0.3803828%	0.3591978%	0.3375815%	0.3846112%	0.3764920%	0.3535016%	0.3690062%	0.3521190%	0.3020041%	
Proportionate share of the net pension liability (asset)	\$ 491,863	\$ (291,720)	\$ 280,274	\$ 617,539	\$ 968,558	\$ 554,523	\$ 748,815	\$ 630,734	\$ 379,795	
Covered employee payroll	\$ 533,316	\$ 496,247	\$ 477,647	\$ 553,539	\$ 541,782	\$ 524,521	\$ 547,351	\$ 517,969	\$ 465,866	
Proportionate share of the net pension liability (asset) as a percentage of its covered-employee payroll	92.23%	-58.79%	58.68%	111.56%	178.77%	105.72%	136.81%	121.77%	81.50%	
Plan fiduciary net position as a percentage of the total pension liability	93.60%	104.20%	95.50%	90.90%	84.70%	90.20%	86.50%	87.10%	90.50%	
Firefighters Retirement System										
Proportion of the net pension liability (asset)	0.2958401%	0.1414369%	0.0000000%	0.0000000%	0.0000000%	0.0000000%	0.0000000%	0.0000000%	0.0000000%	
Proportionate share of the net pension liability (asset)	\$ (76,831)	\$ (82,488)	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	
Covered employee payroll	\$ 106,380	\$ 47,154	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	
Proportionate share of the net pension liability (asset) as a percentage of its covered-employee payroll	-72.22%	-174.93%	0.00%	0.00%	0.00%	0.00%	0.00%	0.00%	0.00%	
Plan fiduciary net position as a percentage of the total pension liability	108.40%	120.10%	0.00%	0.00%	0.00%	0.00%	0.00%	0.00%	0.00%	
Tier 2 Public Employees Retirement System										
Proportion of the net pension liability (asset)	0.0395088%	0.0361039%	0.0299816%	0.0265400%	0.0257681%	0.0253088%	0.0237908%	0.0286768%	0.0322847%	
Proportionate share of the net pension liability (asset)	\$ 43,021	\$ (15,281)	\$ 4,312	\$ 5,969	\$ 11,036	\$ 2,231	\$ 2,654	\$ (63)	\$ (978)	
Covered employee payroll	\$ 860,255	\$ 669,927	\$ 479,323	\$ 368,476	\$ 301,142	\$ 247,704	\$ 195,101	\$ 185,255	\$ 158,571	
Proportionate share of the net pension liability (asset) as a percentage of its covered-employee payroll	5.00%	-2.28%	0.90%	1.62%	3.66%	0.90%	1.36%	-0.03%	-0.60%	
Plan fiduciary net position as a percentage of the total pension liability	92.30%	103.80%	98.30%	96.50%	90.80%	97.40%	95.10%	100.20%	103.50%	
Tier 2 Public Safety and Firefighters Retirement										
Proportion of the net pension liability (asset)	0.1237613%	0.1225307%	0.1068969%	0.0850476%	0.0899718%	0.0495447%	0.0126808%	0.0000000%	0.0000000%	
Proportionate share of the net pension liability (asset)	\$ 10,325	\$ (6,193)	\$ 9,588	\$ 8,000	\$ 2,254	\$ (573)	\$ (110)	\$ -	\$ -	
Covered employee payroll	\$ 380,787	\$ 293,018	\$ 20,864	\$ 140,183	\$ 119,740	\$ 52,283	\$ 10,447	\$ -	\$ -	
Proportionate share of the net pension liability (asset) as a percentage of its covered-employee payroll	2.71%	-2.11%	4.57%	5.10%	1.88%	-1.10%	1.05%	0.00%	0.00%	
Plan fiduciary net position as a percentage of the total pension liability	96.40%	102.80%	93.10%	89.60%	95.60%	103.00%	103.60%	0.00%	0.00%	

* In accordance with paragraph 81.a of GASB 68, employers will need to disclose a 10-year history of their proportionate share of the Net Pension Liability (Asset) in their RSI.

Santaquin City Corporation
SCHEDULE OF CONTRIBUTIONS
 June 30, 2023
 Last 10 Fiscal Years

	As of fiscal year ended June 30,	Actuarial Determined Contributions	Contributions in relation to the contractually required contribution	Contribution deficiency (excess)	Covered employee payroll	Contributions as a percentage of covered employee payroll
Noncontributory Retirement System	2014	\$ 164,203	\$ 164,203	\$ -	\$1,023,584	16.04%
	2015	169,108	169,108	-	962,322	17.57%
	2016	181,090	181,090	-	1,026,610	17.64%
	2017	186,016	186,016	-	1,058,370	17.58%
	2018	172,932	172,932	-	998,931	17.31%
	2019	184,499	184,499	-	1,057,611	17.31%
	2020	184,726	184,726	-	1,059,527	17.43%
	2021	184,636	184,636	-	1,062,684	17.37%
	2022	194,738	194,738	-	1,114,148	17.48%
	2023	165,738	165,738	-	981,790	16.88%
Public Safety System	2014	124,019	124,019	-	485,468	25.55%
	2015	169,097	169,097	-	504,698	33.50%
	2016	181,090	181,090	-	539,194	33.59%
	2017	177,767	177,767	-	530,197	33.53%
	2018	192,394	192,394	-	565,201	34.04%
	2019	180,259	180,259	-	529,552	34.04%
	2020	174,957	174,957	-	514,240	34.02%
	2021	165,883	165,883	-	487,318	34.04%
	2022	174,721	174,721	-	513,281	34.04%
	2023	161,865	161,865	-	475,514	34.04%
Public Safety System	2022	4,509	4,509	-	97,814	4.61%
	2023	3,959	3,959	-	109,673	3.61%
Tier 2 Public Employees System*	2014	18,434	18,434	-	128,289	14.37%
	2015	35,488	35,488	-	224,115	15.83%
	2016	28,092	28,092	-	188,410	14.91%
	2017	32,772	32,772	-	219,799	14.91%
	2018	42,046	42,046	-	278,269	15.11%
	2019	47,259	47,259	-	304,110	15.54%
	2020	71,137	71,137	-	454,258	15.66%
	2021	88,401	88,401	-	559,497	15.80%
	2022	118,591	118,591	-	737,965	16.07%
	2023	150,848	150,848	-	942,214	16.01%
Tier 2 Public Safety and Firefighter System*	2014	2,280	2,280	-	10,934	20.85%
	2017	7,389	7,389	-	32,839	22.50%
	2018	16,440	16,440	-	72,839	22.57%
	2019	33,352	33,352	-	144,444	22.57%
	2020	37,254	37,254	-	161,063	23.13%
	2021	70,101	70,101	-	269,894	25.97%
	2022	79,005	79,005	-	305,864	25.83%
	2023	123,253	123,253	-	477,168	25.83%
Tier 2 Public Employees DC Only System*	2015	2,579	2,579	-	38,374	6.72%
	2016	11,135	11,135	-	166,441	6.69%
	2017	13,355	13,355	-	199,627	6.69%
	2018	17,673	17,673	-	265,096	6.67%
	2019	20,695	20,695	-	309,351	6.69%
	2020	24,359	24,359	-	360,536	6.76%
	2021	28,915	28,915	-	432,214	6.69%
	2022	34,472	34,472	-	515,283	6.69%
	2023	33,390	33,390	-	539,419	6.19%
Tier 2 Public Safety and Firefighter DC Only System*	2014	1,456	1,456	-	16,095	9.05%
	2015	4,840	4,840	-	41,400	11.69%
	2016	5,056	5,056	-	43,519	11.62%
	2017	5,244	5,244	-	45,160	11.61%
	2018	614	614	-	5,194	11.83%
	2019	5,555	5,555	-	46,958	11.83%
	2020	6,026	6,026	-	50,934	11.83%
	2021	97	97	-	817	11.83%
	2022	4,683	4,683	-	36,718	12.75%
	2023	8,062	8,062	-	68,146	11.83%

* Contributions in Tier 2 include an amortization rate to help fund the unfunded liabilities in the Tier 1 systems. Tier 2 systems were created July 1, 2011.

Contributions as a percentage of covered payroll may be different than the board certified rate due to rounding and other administrative practices.

Santaquin City
MODIFIED APPROACH FOR INFRASTRUCTURE REPORTING
 June 30, 2023

As allowed by GASB 34, Santaquin City has adopted an alternative to reporting depreciation on roads (infrastructure assets) maintained by the Public Works Department. Under the modified approach, infrastructure assets are not depreciated and maintenance and preservation costs are expensed.

Infrastructure assets that are part of a network are not required to be depreciated as long as the following requirements are met:

- The assets will be managed using an asset management system
- Document that the eligible infrastructure assets are being preserved approximately at (or above) the condition level as disclosed below

The asset management system will provide:

- An up-to-date inventory of eligible infrastructure assets
- Perform condition assessments of the eligible infrastructure assets and summarize the results using a measurement scale at least every three years
- Estimate yearly the annual amount of funds needed to maintain and preserve the eligible infrastructure assets at the condition level established
- The results of the three most recent complete condition assessments provide reasonable assurance that the eligible infrastructure assets are being preserved at the disclosed level
- All expenditures, except for additions and improvements, made for the eligible infrastructure assets will be expensed in the period incurred
- Additions and improvements to the eligible infrastructure assets will be capitalized, as they increase the capacity or efficiency of the asset rather than preserve the useful life of the asset

Roads

Santaquin City will utilize the Pavement Management System to determine the condition of the city roads. The assessment is based on the Ride Index, which is a measurement of ride quality on a scale of 1-5, with 5 representing new or nearly new pavement.

Category	Range	Description
Good	3.55 – 4.34	Pavements, which provide an adequate, ride, and exhibit few, if any, visible signs of distress.
Fair	2.75 – 3.54	Surface defects in this category such as cracking, rutting, and raveling are affecting the ride.
Poor	1.85 – 2.74	These roadways have deteriorated to such an extent that they are in need of resurfacing and the ride is noticeably rough.
Very Poor	1.00 – 1.84	Pavements in this category are severely deteriorated, and the ride quality must be improved.

Santaquin City
MODIFIED APPROACH FOR INFRASTRUCTURE REPORTING
 June 30, 2023

Condition Level

Santaquin City’s condition level policy is to maintain 60% of the roads with a rating of “fair” or better and no more than 20% with a rating of “poor-very poor.” All city roads are preserved on a rotating basis, with all new city streets done in a given year, and the rotation started every seven to ten years. The whole city had roads preserved between the years 2000 and current.

Complete assessments of the roads are performed on a fiscal year basis. The following chart shows the results of the pavement ratings for the last five years:

Rating	2023	2022	2021	2020	2019
Fair or Better	76%	76%	76%	76%	74%
Poor - Very Poor	24%	24%	24%	24%	26%

The following table shows the estimated amounts needed to maintain and preserve the roads at or above the established condition levels addressed above, and the amounts actually spent for each of the last five fiscal years.

Fiscal Year	Estimated Spending	Actual Spending
2023	\$1,812,428	\$1,781,449
2022	\$5,809,187	\$1,238,497
2021	\$2,037,556	\$1,614,385
2020	\$4,784,264	\$3,757,721
2019	\$6,258,750	\$3,026,690

SUPPLEMENTARY INFORMATION

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NONMAJOR GOVERNMENTAL FUNDS

SPECIAL REVENUE FUNDS

The **Senior Citizens Fund** accounts for the activities related to the senior citizens.

The **Park Impact Fees Fund** accounts for the City's collection and spending of impact fees relating to the City's parks.

The **Public Safety Impact Fees Fund** accounts for the City's collection and spending of impact fees relating to the City's public safety department.

The **Transportation Impact Fees Fund** accounts for the City's collection and spending of impact fees relating to the City's transportation department.

The **Community Development & Renewal Agency Fund** accounts for the activities of the Agency.

The **Local Building Authority Fund** accounts for the activities of the Local Building Authority.

The **Santaquin Special Service District Fund** accounts for the activities of what District related to water shares.

Santaquin City Corporation
COMBINING BALANCE SHEET - NONMAJOR GOVERNMENTAL FUNDS
 June 30, 2023

	Senior Citizens	Park Impact Fees	Public Safety Impact Fees	Transportation Impact Fees
ASSETS				
Cash and cash equivalents	\$ 61,468	-	-	-
Restricted cash and cash equivalents	-	1,350,720	924,516	306,220
TOTAL ASSETS	\$ 61,468	1,350,720	924,516	306,220
LIABILITIES				
Accounts payable	\$ 31	-	-	-
TOTAL LIABILITIES	31	-	-	-
FUND BALANCES:				
Restricted for:				
Impact fees and grants	-	1,350,720	924,516	306,220
Comm. Develop. and Renewal Agency	-	-	-	-
Local Building Authority	-	-	-	-
Santaquin SSD	-	-	-	-
Committed for:				
Senior citizens	61,438	-	-	-
TOTAL FUND BALANCES	61,438	1,350,720	924,516	306,220
TOTAL LIABILITIES, DEFERRED INFLOWS OF RESOURCES, AND FUND BALANCES	\$ 61,468	1,350,720	924,516	306,220

Community Development & Renewal Agency	Local Building Authority	Santaquin SSD	Total Nonmajor Governmental Funds
-	-	-	61,468
984,715	1,266	13,489	3,580,924
984,715	1,266	13,489	3,642,393
-	-	-	31
-	-	-	31
-	-	-	2,581,455
984,715	-	-	984,715
-	1,266	-	1,266
-	-	13,489	13,489
-	-	-	61,438
984,715	1,266	13,489	3,642,362
984,715	1,266	13,489	3,642,393

Santaquin City Corporation
**COMBINING STATEMENT OF REVENUES, EXPENDITURES AND
 CHANGES IN FUND BALANCES - NONMAJOR GOVERNMENTAL FUNDS**
 For the Year Ended June 30, 2023

	Senior Citizens	Park Impact Fees	Public Safety Impact Fees	Transportation Impact Fees
REVENUES:				
Charges for services	\$ 20,038	-	-	-
Interest	508	57,237	32,642	7,964
Total revenues	20,546	57,237	32,642	7,964
EXPENDITURES:				
General government	-	-	-	-
Public safety	-	-	10,525	-
Highways and public improvements	-	-	-	274,837
Parks, recreation and public property	59,169	1,639,888	-	-
Debt service:				
Principal	-	-	-	-
Interest	-	-	-	-
Total expenditures	59,169	1,639,888	10,525	274,837
Excess (Deficiency) of Revenues over (Under) Expenditures	(38,623)	(1,582,651)	22,117	(266,874)
Other Financing Sources and (Uses):				
Impact fees	-	522,838	90,630	214,657
Sale of capital assets	-	-	-	-
Transfers in	50,000	-	-	-
Transfers out	-	-	-	(28,100)
Total other financing sources and (uses)	50,000	522,838	90,630	186,557
Net Change in Fund Balances	11,377	(1,059,813)	112,748	(80,316)
Fund balances - beginning of year	50,061	2,410,533	811,768	386,536
Fund balance - end of year	\$ 61,438	1,350,720	924,516	306,220

Community Development & Renewal Agency	Local Building Authority	Santaquin SSD	Total Nonmajor Governmental Funds
-	-	-	20,038
5,775	434	-	104,559
5,775	434	-	124,598
-	2,285	-	2,285
-	-	-	10,525
153,473	-	42,140	470,451
-	-	-	1,699,057
-	109,000	-	109,000
-	76,812	-	76,812
153,473	188,097	42,140	2,368,130
(147,698)	(187,663)	(42,140)	(2,201,392)
-	-	-	828,126
1,075,000	-	-	1,075,000
-	187,943	42,140	280,083
-	-	-	(28,100)
1,075,000	187,943	42,140	2,155,109
927,302	281	-	(46,283)
57,413	985	13,489	3,730,785
984,715	1,266	13,489	3,642,362

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**INDEPENDENT AUDITOR'S REPORT ON INTERNAL CONTROL OVER FINANCIAL
REPORTING AND ON COMPLIANCE AND OTHER MATTERS BASED ON AN AUDIT OF
FINANCIAL STATEMENTS PERFORMED IN ACCORDANCE WITH GOVERNMENT AUDITING
STANDARDS**

The Honorable Mayor, and
Members of the City Council
Santaquin City, Utah

We have audited, in accordance with the auditing standards generally accepted in the United States of America and the standards applicable to financial audits contained in *Government Auditing Standards* issued by the Comptroller General of the United States, the financial statements of the governmental activities of Santaquin City (the City) as of and for the year ended June 30, 2023, and the related notes to the financial statements, which collectively comprise the City's basic financial statements, and have issued our report thereon dated November 13, 2023.

Internal Control Over Financial Reporting

In planning and performing our audit of the financial statements, we considered the City's internal control over financial reporting (internal control) as a basis for designing audit procedures that are appropriate in the circumstances for the purpose of expressing our opinions on the financial statements, but not for the purpose of expressing an opinion on the effectiveness of the City's internal control. Accordingly, we do not express an opinion on the effectiveness of the City's internal control.

A *deficiency in internal control* exists when the design or operation of a control does not allow management or employees, in the normal course of performing their assigned functions, to prevent, or detect and correct, misstatements on a timely basis. A *material weakness* is a deficiency, or a combination of deficiencies, in internal control such that there is a reasonable possibility that a material misstatement of the entity's financial statements will not be prevented or detected and corrected on a timely basis. A *significant deficiency* is a deficiency, or a combination of deficiencies, in internal control that is less severe than a material weakness, yet important enough to merit attention by those charged with governance.

Our consideration of internal control was for the limited purpose described in the first paragraph of this section and was not designed to identify all deficiencies in internal control that might be material weaknesses or significant deficiencies and therefore, material weaknesses or significant deficiencies may exist that were not identified. Given these limitations, during our audit we did not identify any deficiencies in internal control that we consider to be material weaknesses. However, material weaknesses may exist that have not been identified.

Compliance and Other Matters

As part of obtaining reasonable assurance about whether the City's financial statements are free from material misstatement, we performed tests of its compliance with certain provisions of laws, regulations, contracts, and grant agreements, noncompliance with which could have a direct and material effect on the determination of financial statement amounts. However, providing an opinion on compliance with those provisions was not an objective of our audit, and accordingly, we do not express such an opinion. The results of our tests disclosed no instances of noncompliance or other matters that are required to be reported under *Government Auditing Standards*.

Purpose of this Report

The purpose of this report is solely to describe the scope of our testing of internal control and compliance and the results of that testing, and not to provide an opinion on the effectiveness of the entity's internal control or on compliance. This report is an integral part of an audit performed in accordance with *Government Auditing Standards* in considering the entity's internal control and compliance. Accordingly, this communication is not suitable for any other purpose.

Larson & Company, PC

Larson & Company, PC

Spanish Fork, Utah
November 13, 2023



**INDEPENDENT AUDITOR'S REPORT ON COMPLIANCE AND ON
INTERNAL CONTROL OVER COMPLIANCE AS REQUIRED BY THE
STATE COMPLIANCE AUDIT GUIDE**

The Honorable Mayor, and
Member of the City Council
Santaquin City, Utah

Report on Compliance with General State Compliance Requirements

We have audited Santaquin City's compliance with the applicable state compliance requirements described in the *State Compliance Audit Guide*, issued by the Office of the Utah State Auditor, for the year ended June 30, 2023

State compliance requirements were tested for the year ended June 30, 2023 in the following areas:

- | | |
|-----------------------|---------------------------------------|
| Budgetary Compliance | Fund Balance |
| Justice Court | Restricted Taxes and Related Revenues |
| Fraud Risk Assessment | Government Fees |

Opinion on Compliance

In our opinion, Santaquin City complied, in all material respects, with the state compliance requirements referred to above for the year ended June 30, 2023.

Basis for Opinion

We conducted our audit of compliance in accordance with auditing standards generally accepted in the United States of America (GAAS); the standards applicable to financial audits contained in *Government Auditing Standards* issued by the Comptroller General of the United States (Government Auditing Standards); and the *State Compliance Audit Guide* (Guide). Our responsibilities under those standards and the *State Compliance Audit Guide* are further described in the Auditor's Responsibilities for the Audit of Compliance section of our report.

We are required to be independent of Santaquin City and to meet our other ethical responsibilities, in accordance with relevant ethical requirements relating to our audit. We believe that the audit evidence we have obtained is sufficient and appropriate to provide a basis for our opinion. Our audit does not provide a legal determination of District's compliance with the compliance requirements referred to above.

Responsibilities of Management for Compliance

Management is responsible for compliance with the requirements referred to above and for the design, implementation, and maintenance of effective internal control over compliance with the requirements of laws, statutes, regulations, rules, and provisions of contracts or grant agreements applicable to Santaquin City's government programs.

Auditor's Responsibilities for the Audit of Compliance

Our objectives are to obtain reasonable assurance about whether material noncompliance with the compliance requirements referred to above occurred, whether due to fraud or error, and express an opinion on City's compliance based on our audit. Reasonable assurance is a high level of assurance but is not absolute assurance and therefore is not a guarantee that an audit conducted in accordance with GAAS, Government Auditing Standards, and the Guide will always detect material noncompliance when it exists. The risk of not detecting material noncompliance resulting from fraud is higher than for that resulting from error, as fraud may involve collusion, forgery, intentional omissions, misrepresentations, or the override of internal control

Noncompliance with the compliance requirements referred to above is considered material if there is a substantial likelihood that, individually or in the aggregate, it would influence the judgment made by a reasonable user of the report on compliance about Santaquin City's compliance with the requirements of the government program as a whole.

In performing an audit in accordance with GAAS, Government Auditing Standards, and the Guide, we:

- Exercise professional judgment and maintain professional skepticism throughout the audit.
- Identify and assess the risks of material noncompliance, whether due to fraud or error, and design and perform audit procedures responsive to those risks. Such procedures include examining, on a test basis, evidence regarding Santaquin City's compliance with the compliance requirements referred to above and performing such other procedures as we considered necessary in the circumstances.
- Obtain an understanding of Santaquin City's internal control over compliance relevant to the audit in order to design audit procedures that are appropriate in the circumstances and to test and report on internal control over compliance in accordance with the State Compliance Audit Guide but not for the purpose of expressing an opinion on the effectiveness of Santaquin City's internal control over compliance. Accordingly, no such opinion is expressed.

We are required to communicate with those charged with governance regarding, among other matters, the planned scope and timing of the audit and any significant deficiencies and material weaknesses in internal control over compliance that we identified during the audit.

Report On Internal Control over Compliance

Our consideration of internal control over compliance was for the limited purpose described in the Auditor's Responsibilities for the Audit of Compliance section above and was not designed to identify all deficiencies in internal control over compliance that might be material weaknesses or significant deficiencies in internal control over compliance. Given these limitations, during our audit we did not identify any deficiencies in internal control over compliance that we consider to be material weaknesses or significant deficiencies, as defined above. However, material weaknesses or significant deficiencies in internal control over compliance may exist that were not identified.

A deficiency in internal control over compliance exists when the design or operation of a control over compliance does not allow management or employees, in the normal course of performing their assigned functions, to prevent or to detect and correct noncompliance with a state compliance requirement on a timely basis. A material weakness in internal control over compliance is a deficiency, or combination of deficiencies, in internal control over compliance, such that there is a reasonable possibility that material noncompliance with a state compliance requirement will not be prevented or detected and corrected on a timely basis. A significant deficiency in internal control over compliance is a deficiency, or a combination of deficiencies, in internal control over compliance with a state compliance requirement that is less severe than a material weakness in internal control over compliance, yet important enough to merit attention by those charged with governance.

Our audit was not designed for the purpose of expressing an opinion on the effectiveness of internal control over compliance. Accordingly, no such opinion is expressed.

The purpose of this report on internal control over compliance is solely to describe the scope of our testing of internal control and compliance and the results of that testing based on the requirements of the Guide. Accordingly, this report is not suitable for any other purpose.

LARSON & COMPANY, PC
Larson & Company, PC

Spanish Fork, Utah
November 13, 2023



**REPORT ON COMPLIANCE FOR EACH MAJOR FEDERAL PROGRAM
AND REPORT ON INTERNAL CONTROL OVER COMPLIANCE IN ACCORDANCE WITH THE
UNIFORM GUIDANCE**

The Honorable Mayor, and
Member of the City Council
Santaquin City, Utah

Report on Compliance for Each Major Federal Program

Opinion on Each Major Federal Program

We have audited Santaquin City's compliance with the types of compliance requirements identified as subject to audit in the OMB Compliance Supplement that could have a direct and material effect on each of Santaquin City's major federal programs for the year ended June 30, 2023. Santaquin City's major federal programs are identified in the summary of auditor's results section of the accompanying schedule of findings and questioned costs.

In our opinion, Santaquin City complied, in all material respects, with the compliance requirements referred to above that could have a direct and material effect on each of its major federal programs for the year ended June 30, 2023.

Basis for Opinion on Each Major Federal Program

We conducted our audit of compliance in accordance with auditing standards generally accepted in the United States of America (GAAS); the standards applicable to financial audits contained in Government Auditing Standards issued by the Comptroller General of the United States (Government Auditing Standards); and the audit requirements of Title 2 U.S. Code of Federal Regulations Part 200, *Uniform Administrative Requirements, Cost Principles, and Audit Requirements for Federal Awards* (Uniform Guidance). Our responsibilities under those standards and the Uniform Guidance are further described in the Auditor's Responsibilities for the Audit of Compliance section of our report.

We are required to be independent of Santaquin City and to meet our other ethical responsibilities, in accordance with relevant ethical requirements relating to our audit. We believe that the audit evidence we have obtained is sufficient and appropriate to provide a basis for our opinion on compliance for each major federal program. Our audit does not provide a legal determination of Santaquin City's compliance with the compliance requirements referred to above.

Responsibilities of Management for Compliance

Management is responsible for compliance with the requirements referred to above and for the design, implementation, and maintenance of effective internal control over compliance with the requirements of laws, statutes, regulations, rules and provisions of contracts or grant agreements applicable to Santaquin City's federal programs.

Auditor's Responsibilities for the Audit of Compliance

Our objectives are to obtain reasonable assurance about whether material noncompliance with the compliance requirements referred to above occurred, whether due to fraud or error, and express an opinion on Santaquin City's compliance based on our audit. Reasonable assurance is a high level of assurance but is not absolute assurance and therefore is not a guarantee that an audit conducted in accordance with GAAS, Government Auditing Standards, and the Uniform Guidance will always detect material noncompliance when it exists. The risk of not detecting material noncompliance resulting from fraud is higher than for that resulting from error, as fraud may involve collusion, forgery, intentional omissions, misrepresentations, or the override of internal control. Noncompliance with the compliance requirements referred to above is considered material, if there is a substantial likelihood that, individually or in the aggregate, it would influence the judgment made by a reasonable user of the report on compliance about Santaquin City's compliance with the requirements of each major federal program as a whole.

In performing an audit in accordance with GAAS, Government Auditing Standards, and the Uniform Guidance, we:

- Exercise professional judgment and maintain professional skepticism throughout the audit.
- Identify and assess the risks of material noncompliance, whether due to fraud or error, and design and perform audit procedures responsive to those risks. Such procedures include examining, on a test basis, evidence regarding Santaquin City's compliance with the compliance requirements referred to above and performing such other procedures as we considered necessary in the circumstances.
- Obtain an understanding of Santaquin City's internal control over compliance relevant to the audit in order to design audit procedures that are appropriate in the circumstances and to test and report on internal control over compliance in accordance with the Uniform Guidance, but not for the purpose of expressing an opinion on the effectiveness of Santaquin City's internal control over compliance. Accordingly, no such opinion is expressed.

We are required to communicate with those charged with governance regarding, among other matters, the planned scope and timing of the audit and any significant deficiencies and material weaknesses in internal control over compliance that we identified during the audit.

Report on Internal Control Over Compliance

A deficiency in internal control over compliance exists when the design or operation of a control over compliance does not allow management or employees, in the normal course of performing their assigned functions, to prevent, or detect and correct, noncompliance with a type of compliance requirement of a federal program on a timely basis. A material weakness in internal control over compliance is a deficiency, or a combination of deficiencies, in internal control over compliance, such that there is a reasonable possibility that material noncompliance with a type of compliance requirement of a federal program will not be prevented, or detected and corrected, on a timely basis. A significant deficiency in internal control over compliance is a deficiency, or a combination of deficiencies, in internal control over compliance with a type of compliance requirement of a federal program that is less severe than a material weakness in internal control over compliance, yet important enough to merit attention by those charged with governance.

Our consideration of internal control over compliance was for the limited purpose described in the Auditor's Responsibilities for the Audit of Compliance section above and was not designed to identify all deficiencies in internal control over compliance that might be material weaknesses or significant deficiencies in internal control over compliance. Given these limitations, during our audit we did not identify any deficiencies in internal control over compliance that we consider to be material weaknesses, as defined above. However, material weaknesses or significant deficiencies in internal control over compliance may exist that were not identified.

Our audit was not designed for the purpose of expressing an opinion on the effectiveness of internal control over compliance. Accordingly, no such opinion is expressed.

The purpose of this report on internal control over compliance is solely to describe the scope of our testing of internal control over compliance and the results of that testing based on the requirements of the Uniform Guidance. Accordingly, this report is not suitable for any other purpose.

Larson & Company, PC

Larson & Company, PC

Spanish Fork, Utah
November 13, 2023

SANTAQUIN CITY
Schedule of Findings and Questioned Costs
For the Year Ended June 30, 2023

SUMMARY OF AUDIT RESULTS

1. The independent auditors' report expresses an unqualified opinion on the basic financial statements of Santaquin City.
2. No reportable conditions related to the audit of the financial statements are reported in the Auditors' Report on Internal Controls and Compliance with Laws and Regulations.
3. No instances of noncompliance material to the financial statements of Santaquin City were disclosed during the audit.
4. No material weaknesses relating to the audit of the major federal award program is reported in the Report on Compliance with Requirements Applicable to Each Major Program and Internal Control over Compliance in Accordance with Uniform Guidance.
5. The independent auditor's report on compliance for the major federal award programs for Santaquin City, expresses an unqualified opinion.
6. The audit disclosed no audit findings that are required to be reported under 2 CFR section 200.516(a).
7. The program(s) tested as a major program include:

ARPA Local Fiscal Recovery Fund	21.027
Coronavirus State and Local Fiscal Recovery Funds	21.027
Coronavirus State and Local Fiscal Recovery Funds (Pass Through)	21.027
8. The threshold for distinguishing Types A and B programs is \$750,000 of federal awards expended.
9. Santaquin City was determined to be a low-risk auditee.

SANTAQUIN CITY
Schedule of Findings and Questioned Costs
For the Year Ended June 30, 2023

FINANCIAL STATEMENT FINDINGS

No findings noted during current audit.

FEDERAL AWARD FINDINGS AND QUESTIONED COSTS

No findings noted during current audit.

SUMMARY OF PRIOR YEAR FEDERAL AWARD FINDINGS AND QUESTIONED COSTS

FINANCIAL STATEMENT FINDINGS

No findings noted during prior audit.

FEDERAL AWARD FINDINGS AND QUESTIONED COSTS

No findings noted during prior audit.

SANTAQUIN CITY
Schedule of Expenditures of Federal Awards
For the Year Ended June 30, 2023

Federal Grantor/Pass-Thru/Grantor/Program Title	Federal CFDA Number	Pass-Through Grantors Contract	Amount of Expenditures
United States Department of Treasury			
<i>Direct Assurance</i>			
* ARPA Local Fiscal Recovery Fund	21.027		761,291
<i>Passed Through the State of Utah</i>			
* Coronavirus State and Local Fiscal Recovery Funds	21.027	230630570	1,000,000
<i>Passed Through Utah County</i>			
* Coronavirus State and Local Fiscal Recovery Funds	21.027	2022-852	3,000,000
Total United States Department of Treasury			4,761,291
United States Department of Homeland Security			
<i>Passed Through the State of Utah</i>			
2021 Emergency Management Performance Grant EMPG	97.042		14,286
Santaquin City Emergency Generator Project	97.036	DR-4578-04R	138,659
Total United States Department of Homeland Security			152,945
United States Department of Agriculture			
<i>Direct Assurance</i>			
NRCS-Debris Basin Study	10.904		435,221
Total United States Department of Justice			435,221
National Foundation on the Arts and the Humanities			
<i>Passed Through the state of Utah</i>			
Technology Grant	45.310	221802	5,000
Total United States Department of Homeland Security			5,000
TOTAL EXPENDITURES OF FEDERAL AWARDS			\$ 5,354,457

* Major Program

SANTAQUIN CITY

Notes to the Schedule of Expenditures of Federal Awards

For the Year Ended June 30, 2023

1. GENERAL

The accompanying schedule of expenditures of federal awards (the schedule) includes the grant activity of Santaquin City (the City) under programs of the federal government for the year ended June 30, 2022. The information in this schedule is presented in accordance with the requirements of Title 2 U.S. Code of Federal Regulations Part 200, Uniform Administrative Requirements, Cost Principles, and Audit Requirements for Federal Awards (Uniform Guidance). The City reporting entity is defined in Note 1 to the basic financial statements. All federal awards received directly from federal agencies as well as federal awards passed-through other government agencies are included on the schedule of expenditures of federal awards. Because the schedule presents only a selected portion of the operations of Santaquin City it is not intended to and does not present the financial position, changes in net position, or cash flows of Santaquin City.

2. BASIS OF ACCOUNTING

The accompanying schedule of expenditures of federal awards is presented using the modified accrual basis of accounting for expenditures in governmental fund types and on the accrual basis for expenses in proprietary fund types, which is described in Note 1 to the basic financial statements. Such expenditures are recognized following the cost principles contained in the Uniform Guidance, wherein certain types of expenditures are not allowed or are limited as to reimbursement.

Pass-through entity identifying numbers are presented where available.

3. NON-CASH ASSISTANCE

The City did not receive any non-cash assistance

4. LOANS OUTSTANDING

The City has no federal loans outstanding through as of June 30, 2023.

5. DE MINIMIS INDIRECT COST RATE

The City has elected not to use the 10% de minimis indirect cost rate.



Memorandum

To: Mayor and City Council
CC: Norm Beagley, P.E., City Manager
Jason Bond, Assistant City Manager
From: Jon Lundell, P.E., City Engineer
Date: December 12, 2023
Re: Orchard Hills Sports Field Lighting

Santaquin City Community Services and Engineering has evaluated pricing for the purchase of sports field lighting equipment at the ball fields adjacent to the Orchard Hills Elementary School.

We contacted Musco Lighting and requested a design for field lighting and a quote to provide all equipment and controls for sports field lighting. Musco is the State of Utah's Best Value Contract Company for field lighting. Musco also now provides their lighting under Utah State Bid pricing.

The proposed sports field lighting includes a total of 6 poles, lights, and all controls and materials needed for the installation and control of the sports field lighting. The price does not include needed trenching, conduits, power from Rocky Mountain Power, or installation of the poles or lights.

The proposed sports field lighting would be 30 foot-candles which is equivalent to the level of lighting that was installed at Harvest View Sports complex and at the Santaquin Rodeo area.

The proposed cost for the sports field lights, equipment, and controls is \$161,363.00. These sports field lighting for these fields is identified within Santaquin City's Parks, Recreation, Trails and Open Space Master plan and would be paid for with Impact fees. The purchase of these lights is currently budgeted and there are sufficient Park Impact Fee funds to cover the cost of this purchase.

I am happy to answer any questions you may have regarding the sports field lighting.

Recommendation:

Motion to approve the purchase of the sports field lighting for Orchard Hills Elementary sports fields from Musco Lighting in a not to exceed amount of \$161,363.00.

Quote

Date: November 30, 2023
To: John Bradley

Project: Orchard Hills Park Baseball
Santaquin, Utah
Ref: 199837

State of Utah

Master Project: 195885, Contract Number: MA3075, Expiration: 12/26/2023
General Purpose of Contract: Ball Field Sports Lighting

Quotation Price – Materials Only Delivered to Job Site

(2) Baseball Fields- 190'radius -(30/20 footcandle).....\$ 161,363.00

*Sales tax, bonding, labor, and unloading of the equipment are not included.
Pricing furnished is effective for 60 days unless otherwise noted and is considered confidential.*

Light-Structure System with Total Light Control – TLC for LED™ technology

Lighting Performance

- Light level averages of 30fc Infield, 20fc Outfield and uniformity of 2.5:1 Infield, 3:1
- BallTracker™ technology – targeted light, optimizing visibility of the ball in play with no glare in the players typical line-of-sight

System Description Light-Structure System™

- Pre-cast concrete bases with integrated lightning grounding
- Galvanized steel poles
- Factory wired and tested remote electrical component enclosures
- Pole length, factory assembled wire harnesses
- Factory wired poletop luminaire assemblies
- Factory aimed and assembled luminaires
- UL Listed assemblies

Environmental Light Control

- Spill light and offsite glare minimized at Property Line

Control Systems and Services

- Control-Link® Control and Monitoring system to provide remote on/off and dimming (high/medium/low) control and performance monitoring with 24/7 customer support

Operation and Warranty Services

- Reduction of energy and maintenance costs by 40% to 85% over typical 1500W metal halide equipment
- Product assurance and warranty program that covers materials and onsite labor, eliminating 100% of your maintenance costs for 25 years
- Support from Musco's Lighting Services Team – over 170 Team members dedicated to operating and maintaining your lighting system – plus a network of 1800+ contractors

Payment Terms

Musco's Credit Department will provide payment terms.

Email or fax a copy of the Purchase Order to Musco Sports Lighting, LLC:

Musco Sports Lighting, LLC
Attn: Amanda Hudnut
Fax: 800-374-6402
Email: musco.contracts@musco.com



Quote

**All purchase orders should note the following:
State of Utah Contract purchase – Contract Number: MA3075**

Delivery Timing

8-10 weeks for delivery of materials to the job site from the time of order, submittal approval, and confirmation of order details including voltage, phase, and pole locations.

Due to the built-in custom light control per luminaire, pole locations need to be confirmed prior to production. Changes to pole locations after the product is sent to production could result in additional charges.

Notes

Quote is based on:

- Shipment of entire project together to one location.
- 480 Volt, 3 Phase electrical system requirement. Will need confirmation on existing electrical at the site to determine complete Scope of Work.
- Structural code and wind speed = 2018 IBC, 105 mi/h, Exposure C, Importance Factor 1.0.

Thank you for considering Musco for your lighting needs. Please contact me with any questions or if you need additional details.

Aaron Klinge
Sales Representative
Musco Sports Lighting, LLC
Phone: 435-659-9530
E-mail: aaron.klinge@musco.com





To: Mayor Olson and City Council
From: John Bradley, Community Services Director
Date: December 14, 2023
RE: Additional Cycling Bikes

Santaquin Community Services (Recreation) was able to purchase six stationary cycling bikes this fiscal year with RAP Tax funding. This allowed us to start teaching cycling fitness classes at the Recreation Activity Building. Since our classes began November 1, we have had 140 participants and we're offering four classes per week. We have one instructor bike and five class member bikes per class.

Residents have shared how happy they are to have Cycling so close. Many have been driving to Spanish Fork for these one-hour fitness classes. The classes are so popular that we are turning away an average of 2-3 participants per class. At \$3 per class, we have missed out on \$210 revenue in just over one month. Cycling is a great fitness activity year-round, but especially during winter when cycling enthusiasts are not able to safely ride outdoors.

Our classroom has space for three additional stationary cycling bikes. We would petition the City Council to utilize \$6,741 from our Community Services Classes Fund Balance account. The Fund Balance account currently has over \$25,000. If we ordered the bikes now, we could have those in place in February 2024 to continue this new strong fitness program for our residents.

Staff Recommendation:

Approve use of \$6,741 from Classes Fund Balance to purchase three additional stationary cycling bikes.



advanced exercise

advancedexercise.com | 861 SouthPark Drive #100, Littleton, CO 80120 | 800.520.1112

CONSULTANT

Mike McNeese
mmcneese@advancedexercise.com
Phone: 949.510.3050
Fax: 303.996.0063

Date: December 11, 2023
Quote Expires: 60 day(s)
Proposal # 075725-R0

BILL TO
Santaquin City Recreation
400 W. 200 S.
Santaquin, UT 84655
Lia Hill
(801) 754-5805
lhill@santaquin.org

SHIP TO
Santaquin City Recreation

John Bradley
(801) 754-5805
jbradley@santaquin.org



CARDIO EQUIPMENT

Model	Brand	Description	Specifications	Unit Price	Qty	Total Ext
IC-IC5B1-01	ICG	IC5 Studio Bike	<ul style="list-style-type: none"> • Steel Frame with Full Frame Shrouds • Poly V Belt Drivetrain • Battery Powered Color by Coach Console • Bluetooth & ANT+ • ICG Training App • Wattrate Power Meter • Molded Stretch Plate • 1:10 Gear Ratio • 1-100 Levels of Resistance • Magnetic Lever Braking System • Aluminum Rear Flywheel • Dual Sided SPD & Toe Cage Pedals • Vertical & Horizontal Seat & Handlebar • Handlebar Assisted Adjustment • 330 lb. User Weight • 112 lb. Bike Weight • 52 in. L x 20.5 in. W x 47.2 in. H 	1,972.00	3	\$5,916.00



Subtotal: **\$5,916.00**

Freight, Delivery and Install: **825.00**

Taxes As Applicable **\$6,741.00**

Total:



advanced exercise

Terms & Conditions

Terms: All new customers are required to pay 50% down and balance due prior to install. Residential customers, personal trainers, and orders for resale, require 100% payment before the order can be placed. All other terms and credit lines are subject to credit approval. Invoice will be due and payable, based on the original requested installation date, unless Advanced Exercise is notified in writing 60 days prior to the requested installation date with a change of the installation date. We accept checks, money orders, ACH and credit cards (under \$2000). A late payment fee will be assessed at a rate of 1.5% (18% annual) per month on any unpaid balance remaining 30 days after the due date. Special Orders: A 100% prepayment is required for all customized products including but not limited to custom colors, sports flooring and products with logos such as plates, dumbbells and platforms.

Return Policy: Any returns require approval in writing by Advanced Exercise Project Management. A minimum 25% restocking fee, plus freight, will be incurred for all non-custom products returned. Customized products are nonreturnable. All products with color choices are defined as custom products.

Bolt Down Requirements: Life Fitness recommends that all strength training equipment be secured to the floor in order to prevent tipping, rocking or displacement which might occur in the event of unanticipated use of the equipment. Life Fitness requires that certain strength training equipment (specifically the Synrgy 360 90, T, XS, XM, HD Elite Half Rack/Short Base, Athletic Series Rigs, Athletic Series Racks with Wing option, Cybex PWR Play, Synrgy Outdoor BlueSky and other products to be used for body weight strap training) be secured to the floor. In the case of Synrgy 360S, T, XS, XM and the Elite HD Half Rack Short Base, the customer acknowledges:

- Customer has determined the proper placement of the equipment to be secured. **Customer Initial** _____
- Customer has identified and informed Advanced Exercise of the location of any utility, service lines, including but not limited to post tension cables. It is the customer's responsibility to identify the locations of any cables or lines prior to installation.

Customer Initial _____

- Customer has confirmed that the subfloor consists of no less than 4.0 inches of concrete. **Customer Initial** _____
- Customer has obtained any and all consents to the drilling of holes in the flooring and subflooring. **Customer Initial** _____

If your order includes any of the equipment requiring bolting to the floor, initials are required above and an additional signed waiver will be required to place the order. Additional products may require bolting to the floor, wall or ceiling. Bolting is not included on these products unless otherwise noted on the quotation. Customer is responsible for bolting these products to meet the manufacturer's requirements. This includes TRX, Core Energy, Boxing mounts and other products that require bolting to the facility structure.

Wall & Ceiling Attached Items: The installation of any items such as TRX Multi Mounts., X Mounts, Wall Mat Racks, etc. that require bolting to walls or ceilings are not included in the proposal unless otherwise noted.

Flooring Installation: Refer to the product specifications to ensure that the sub floor meets the material installation requirements. Freight offloading, inside delivery, adhesive, moisture tests, moisture reducers, base boards, sub floor prep, sub floor cleaning, transition strips and existing floor removal and disposal are not included unless otherwise noted on the quotation.

Storage: We reserve the right to assess storage fees not to exceed 1.5% per month, or fraction thereof and request payment in full on the related customer's invoice, when a customer's original requested delivery date is delayed by circumstances beyond our control.

Taxes: We collect sales or use taxes only in jurisdictions where we are licensed to do so. Customer agrees to accept sole liability and responsibility to pay for any and all uncollected sales or use tax liabilities, related penalties and interest that arise as a result of the purchase of products and/or services from our company.

Security: Until all products are paid in full, customer hereby grants to, and Advanced Exercise shall retain, a security interest in and lien on all products sold to the customer.

I accept the terms and conditions of this quote.

Signature: _____

Name: LiaHill

Date: _____ **Customer Requested Install Date:** _____



Memorandum

To: Mayor Olson and the Santaquin City Council
From: Jon Lundell, P.E., City Engineer
Date: December 12, 2023
Re: **Santaquin City Standards and specifications update**

Periodically Santaquin City's Standards and specifications must be updated to address issues discovered with previous construction materials and methods and to bring specifications in line with modifications to Utah State Code.

The current update addresses the following:

1. Division 1: The proposed change is to update the pre-construction meeting location to the new City Hall.
2. Division 2: The proposed change updates the pipe embedment material to match American Public Works Association (APWA) specifications.
3. Division 3A: The proposed change requires that if a Culinary Water service meter box ring & lid is located within a concrete surface (i.e., not in a landscaped area) the ring and lid must be a larger diameter to allow for public works crews to access the meter for servicing.
4. Standard Drawings
 - a. ST1 – Standard Street Cross section update
 - i. Added note: “As approved by City Council on March 1, 2022, this is the required minimum cross section for all local streets/roads approved for development prior to December 19, 2023.
 - ii. Removed 26' rural private lane cross section.
 - iii. Relocated 5 lane/no parking 90' Arterial cross section from ST2.
 - b. ST2 – Standard Street Cross section update
 - i. Added New 58' 2 lane local road cross section. This addresses the maximum asphalt width of 32' as required by Utah State Code.
 - ii. Relocated 5 lane/no parking 90' Arterial cross section to ST1.

These updates will address concerns expressed by Santaquin City Public Works and the recent changes to the Utah State Code.

The Planning Commission held a public hearing regarding the proposed updates and provide a positive recommendation to the city council on the proposed language.

Recommended Motion:

The City Council approve the proposed Standard and Specifications update.

ORDINANCE NO. 12-01-2023

AN ORDINANCE AMENDING SANTAQUIN CITY'S STANDARD SPECIFICATIONS AND DRAWINGS, PROVIDING FOR CODIFICATION, CORRECTION OF SCRIVENER'S ERRORS, SEVERABILITY, AND AN EFFECTIVE DATE FOR THE ORDINANCE.

WHEREAS, the City of Santaquin is a fourth class city of the state of Utah and has responsibility of maintaining its infrastructure for the benefit of public health, safety, and welfare; and

WHEREAS, Santaquin City has adopted certain Standard Specifications and Drawings (hereafter "Standards") related to maintaining or constructing new public infrastructure within the city; and

WHEREAS, the Santaquin City Engineers have recommended updating the Standards to help ensure the best reasonably possible installation of infrastructure by development that will be dedicated to and owned by the City; and

WHEREAS, The Utah State legislature amended Utah State Code Title 10, Chapter 9a, Part 5, Section 508 stating the a municipality may not require the installation of pavement of a residential roadway that exceeds 32 feet; and

WHEREAS, on November 14, 2023, the Santaquin City Planning Commission held a public hearing regarding the recommend changes to the Standards, which hearing was preceded by the posting of public notice in at least three public places within the City limits of Santaquin City; and

WHEREAS, after the noted public hearing, the Santaquin City Planning Commission forwarded a positive recommendation to the City Council for the recommended Standards changes; and

WHEREAS, the City Council desires to amend the City's Standard Specifications and Drawings as recommended by the City Engineers and Planning Commission; and

WHEREAS, the state legislature has granted general welfare power to the City Council, independent, apart from, and in addition to, its specific grants of legislative authority, which enables the city to pass ordinances which are reasonably and appropriately related to the objectives of that power, i.e. providing for the public safety, health, morals, and welfare; and

NOW, THEREFORE, BE IT ORDAINED by the City Council of Santaquin City, State of Utah, as follows:

Section I. Amendments

The Santaquin City Standard Specifications and Drawings is amended as indicated in Exhibit A attached.

Section II. Severability

If any part of this ordinance or the application thereof to any person or circumstances shall, for any reason, be adjudged by a court of competent jurisdiction to be unconstitutional or invalid, such judgment shall not affect, impair or invalidate the remainder of this ordinance or the application thereof to other persons and circumstances, but shall be confined to its operation to the section, subdivision, sentence or part of the section and the persons and circumstances directly involved in the controversy in which such judgment shall have been rendered. It is hereby declared to be the

intent of the City Council that this section would have been adopted if such invalid section, provisions, subdivision, sentence or part of a section or application had not been included.

Section III. Contrary Provisions Repealed

Any and all other provisions of the Santaquin City Code that are contrary to the provisions of this Ordinance are hereby repealed.

Section IV. Codification, Inclusion in the Code, and Scrivener’s Errors

It is the intent of the City Council that the provisions of this ordinance be made part of the Santaquin City Code as adopted, that sections of this ordinance may be re-numbered or re-lettered, and that the word ordinance may be changed to section, chapter, or other such appropriate word or phrase in order to accomplish such intent regardless of whether such inclusion in a code is accomplished. Typographical errors which do not affect the intent of this ordinance may be authorized by the City without need of public hearing by its filing a corrected or re-codified copy of the same with the City Recorder.

Section V. Posting and Effective Date

This ordinance shall become effective at 5:00 p.m. on Wednesday, December 20, 2023. Prior to that time, the City Recorder shall deposit a copy of this ordinance in the official records of the City and place a copy of this ordinance in three places within the City.

PASSED AND ADOPTED this 19th day of December, 2023.

Daniel M. Olson, Mayor

Councilmember Elizabeth Montoya	Voted	___
Councilmember Lynn Mecham	Voted	___
Councilmember Dave Hathaway	Voted	___
Councilmember Jeff Siddaway	Voted	___
Councilmember Art Adcock	Voted	___

ATTEST:

Amalie R. Ottley, City Recorder

STATE OF UTAH)
) ss.
COUNTY OF UTAH)

I, AMALIE R. OTTLEY, City Recorder of Santaquin City, Utah, do hereby certify and declare that the above and foregoing is a true, full, and correct copy of an ordinance passed by the City Council of Santaquin City, Utah, on the 19th day of December, 2023, entitled

“AN ORDINANCE AMENDING SANTAQUIN CITY’S STANDARD SPECIFICATIONS AND DRAWINGS, PROVIDING FOR CODIFICATION, CORRECTION OF SCRIVENER’S ERRORS, SEVERABILITY, AND AN EFFECTIVE DATE FOR THE ORDINANCE.”

IN WITNESS WHEREOF, I have hereunto set my hand and affixed the Corporate Seal of Santaquin City Utah this 19th day of December 2023.

Amalie R. Ottley, City Recorder

(SEAL)

AFFIDAVIT OF POSTING

STATE OF UTAH)
) ss.
COUNTY OF UTAH)

I, AMALIE R. OTTLEY, City Recorder of Santaquin City, Utah, do hereby certify and declare that prior to the ordinance taking effect, I posted a short summary of the ordinance on the Utah Public Notice Website as required by Utah State Code 10-3-711(1)(b) as a Class A Notice and Santaquin City Code 1-2-050(D)

I further certify that copies of the ordinance were posted online at www.santaquin.org, in three physical locations (Santaquin City Public Safety Building, Zions Bank, Santaquin Post Office), and on the State of Utah’s Public Notice Website, <https://www.utah.gov/pmn/index.html>. A copy of the notice may also be requested by calling (801)754-1904.

AMALIE R. OTTLEY
Santaquin City Recorder

The foregoing instrument was acknowledged before me on this ____ day of ____ 2023, by AMALIE R. OTTLEY.
My Commission Expires:

Notary Public

Residing at Utah County



Draft

Standard Specifications and Drawings

Prepared by
Santaquin City Engineering and Public Works.
(Portions of text and Unaltered Drawings
Provided by J-U-B Engineers, Inc.)

**Approval by the Santaquin City Council
December 19, 2023**

This Manual Updated Yearly

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Chapter 4

Standard Specifications

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2023 Standard and Specifications and Drawings Updates

Errata for

Changes made to the Santaquin City Standard Specification and Drawings

Division 1

- The proposed change is to update the pre-construction meeting location.

Section 1.05.

A pre-construction meeting with the Developer, Developer's Engineer, the Contractor(s) involved in the subdivision construction, ~~and with~~ representatives of all utility companies that will provide service to the development ~~invited~~ shall be held with the Public Works Representative/Engineer, Public Works Inspector, and any other City Personnel deemed necessary prior to commencement of any work. The meeting will not be conducted until payment has been made for all fees, street lights, and traffic signs. The location of the meeting shall be at the Santaquin City Community Development Office, ~~110 South Center Street~~~~275 West Main Street~~, Santaquin, Utah 84655 ~~or at another location determined by the Public Works Representative/Engineer~~. The date and time of the conference shall be ~~set up~~~~determined~~ by the Developer and the Public Works Representative/Engineer.

Division 2

- The proposed change updates the pipe embedment material to match American Public Works Association (APWA) specifications.

Section 2.07, Subsection A:

i. Bedding and Initial Backfill Material:

~~a. Ductile iron pipe One hundred percent (100%) less than two inch (2") and maximum of five percent (5%) passing a No. 200 sieve.~~

~~b. PVC or polyethylene pipe One hundred percent (100%) less than three quarter inch (3/4") and maximum five percent (5%) passing a No. 200 sieve.~~

~~c.a. Concrete pipe Refer to Section 4.06 (Concrete Pipe / Pipe Bedding) One Hundred percent passing the #4 sieve and less than 15 percent passing the #200 sieve.~~

Division 3A

- The proposed change requires that if a Culinary Water service meter box ring & lid is located within a concrete surface (i.e., not in a landscaped area) the ring and lid must be a larger diameter to allow for public works crews to access the meter for servicing

Section 3A.05 Subsection E:

- If a meter box is located within a ~~drive approach concrete surface~~ the standard meter box shall be replaced with ~~an H-20 or HS-20 load traffic rated box and a 2 foot diameter traffic rated lid and associated ring.~~

Standards Drawing

- ST1 – Standard Street Cross section update
 - Added note: "As approved by City Council on March 1, 2022, this is the required minimum cross section for all local streets/roads approved for development prior to December 19, 2023.
 - Removed 26' rural private lane cross section
 - Relocated 5 lane/no parking 90' Arterial cross section from ST2

- ST2 – Standard Street Cross section update
 - Added New 58'2 lane local road cross section. This addresses the maximum asphalt width of 32' as required by Utah State Code.
 - Relocated 5 lane/no parking 90' Arterial cross section to ST1

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CHAPTER 4

STANDARD SPECIFICATIONS

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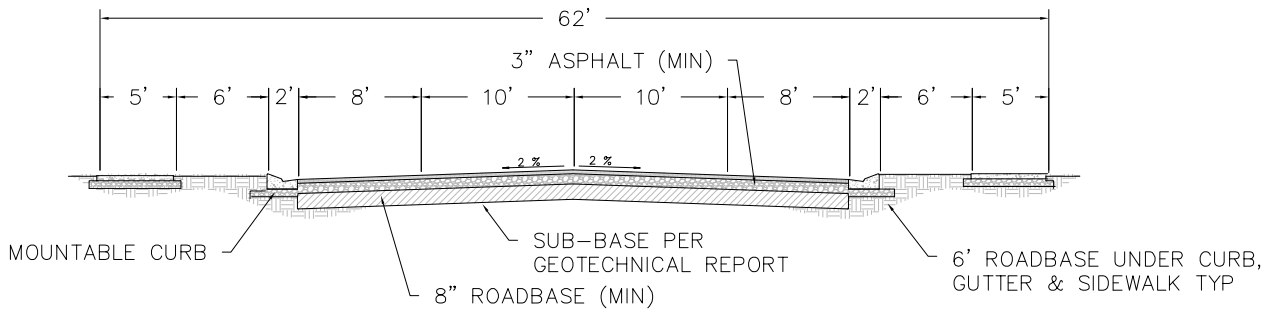
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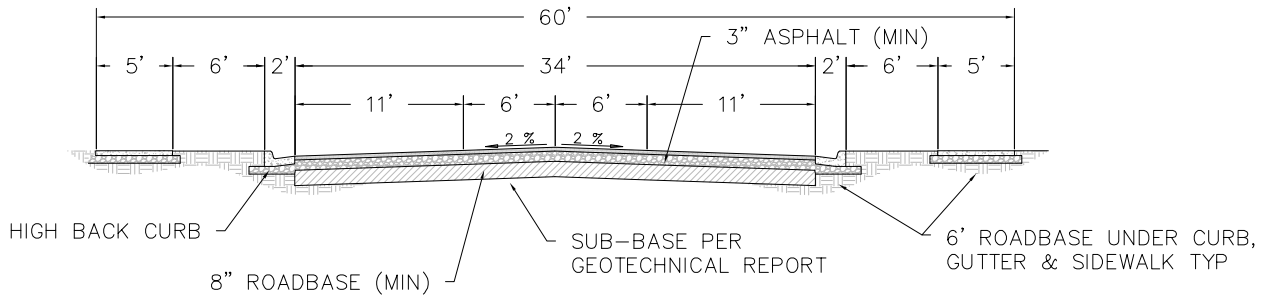
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NOTES:

1. THE DEVELOPMENT REVIEW COMMITTEE (DRC) MAY REQUIRE THE ADDITION OF RIGHT TURN LANES AT INTERSECTIONS.
2. THE DEVELOPMENT REVIEW COMMITTEE (DRC) MAY MODIFY THIS SECTION FOR DEVELOPMENTS WITH AVERAGE BUILDABLE SLOPE > 10%.
3. AS APPROVED BY CITY COUNCIL ON MARCH 1, 2022, THIS IS THE REQUIRED MINIMUM CROSS SECTION FOR ALL LOCAL STREETS/ROADS APPROVED FOR DEVELOPMENT PRIOR TO DECEMBER 19, 2023

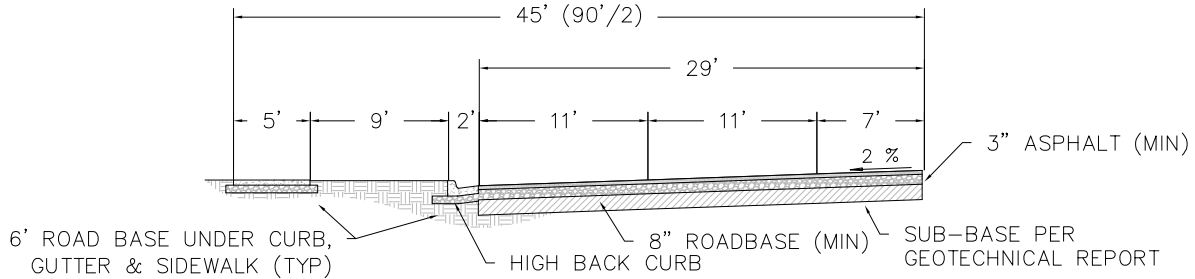
2-LANE/PARKING BOTH SIDES
62' LOCAL
NOT TO SCALE



NOTES:

1. THE DEVELOPMENT REVIEW COMMITTEE (DRC) MAY REQUIRE THE ADDITION OF RIGHT TURN LANES AT INTERSECTIONS.
2. THE DEVELOPMENT REVIEW COMMITTEE (DRC) MAY MODIFY THIS SECTION FOR DEVELOPMENTS WITH AVERAGE BUILDABLE SLOPE > 10%.

3-LANE/NO PARKING
60' COLLECTOR
NOT TO SCALE



NOTES:

1. THE DEVELOPMENT REVIEW COMMITTEE (DRC) MAY REQUIRE THE ADDITION OF RIGHT TURN LANES AT INTERSECTIONS.
2. THE DEVELOPMENT REVIEW COMMITTEE (DRC) MAY MODIFY THIS SECTION FOR DEVELOPMENTS WITH AVERAGE BUILDABLE SLOPE > 10%.

5-LANE/NO PARKING
90' ARTERIAL
NOT TO SCALE

NOTES:

STANDARD ROAD CROSS SECTIONS MAY BE MODIFIED IN HILLSIDE DEVELOPMENT ZONES ACCORDING TO A DEVELOPMENT AGREEMENT.

STATEMENT OF USE:
THIS DOCUMENT AND ANY ILLUSTRATIONS HEREON ARE PROVIDED AS STANDARD CONSTRUCTION DETAILS WITHIN SANTAQUIN CITY. DEVIATION FROM THIS DOCUMENT REQUIRES APPROVAL OF SANTAQUIN CITY. SANTAQUIN CITY CORP. CAN NOT BE HELD LIABLE FOR MISUSE OR CHANGES REGARDING THIS DOCUMENT.

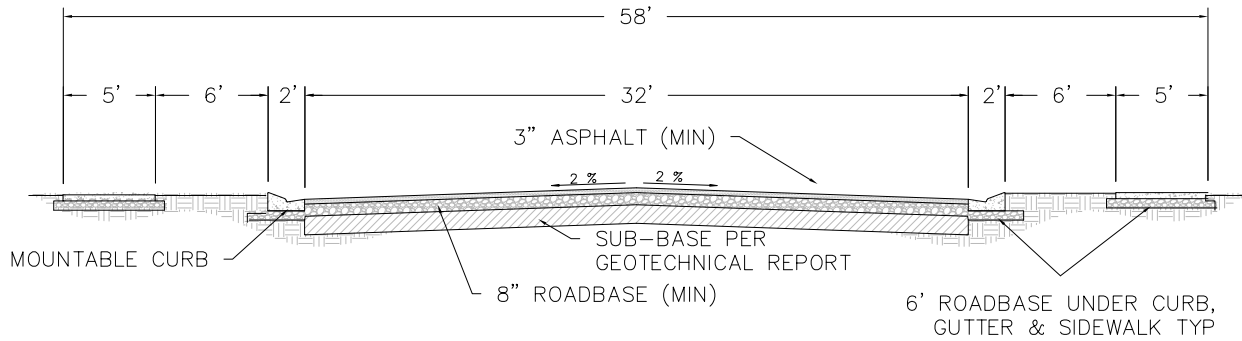
REVISION			
NO.	BY	APP.	DATE



STANDARD STREET
CROSS SECTION
SANTAQUIN CITY
110 SOUTH CENTER STREET

ST1

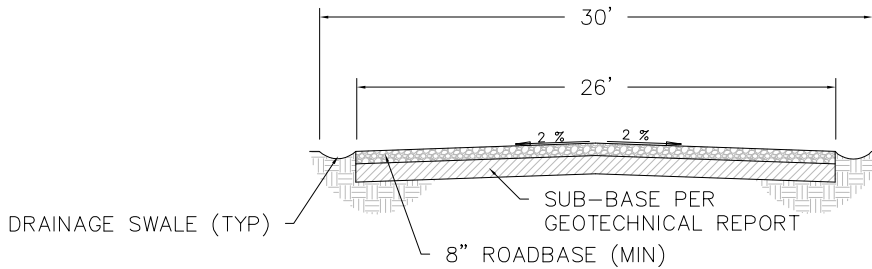
AD **Item # 15.**



2-LANE MINIMUM ASPHALT WIDTH
58' LOCAL
NOT TO SCALE

NOTES:

1. THE DEVELOPMENT REVIEW COMMITTEE (DRC) MAY REQUIRE THE ADDITION OF RIGHT TURN LANES AT INTERSECTIONS.
2. THE DEVELOPMENT REVIEW COMMITTEE (DRC) MAY MODIFY THIS SECTION FOR DEVELOPMENTS WITH AVERAGE BUILDABLE SLOPE > 10%.
3. AS APPROVED BY CITY COUNCIL ON DECEMBER 19, 2023, THIS IS NOW THE MINIMUM CROSS SECTION FOR ALL NEW LOCAL STREETS/ROADS



26' RURAL PRIVATE LANE
NOT TO SCALE

NOTES:

TURN-A-ROUND MUST MEET THE REQUIREMENTS OF THE INTERNATIONAL FIRE CODE APPENDIX D (LATEST ADOPTED VERSION)

NOTES:

1. THE DEVELOPMENT REVIEW COMMITTEE (DRC) MAY REQUIRE THE ADDITION OF RIGHT TURN LANES AT INTERSECTIONS.
2. THE DEVELOPMENT REVIEW COMMITTEE (DRC) MAY MODIFY THIS SECTION FOR DEVELOPMENTS WITH AVERAGE BUILDABLE SLOPE > 10%.

NOTES:

STANDARD ROAD CROSS SECTIONS MAY BE MODIFIED IN HILLSIDE DEVELOPMENT ZONES ACCORDING TO A DEVELOPMENT AGREEMENT.

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REVISION			
NO.	BY	APR	DATE



**STANDARD STREET
 CROSS SECTION
 SANTAQUIN CITY
 110 SOUTH CENTER STREET**

ST2
 A Item # 15.

MEMO



To: Mayor Olson and City Council
From: Jason Bond, Assistant City Manager
Date: December 13, 2023
Re: **Second Access Requirement for Parking Facilities**

Mayor Olson and the City Council have initiated a review of the regulations related to parking facility access requirements. This was done to explore ways to further facilitate economic development within Santaquin City, particularly on Main Street.

Due to some possible technical impacts that could result from any changes to the code requirements, the Development Review Committee (DRC) reviewed the requirements to determine what could possibly be done. The DRC had multiple meetings to discuss possible impacts and opportunities that would result from any code changes. Meetings and discussions with UDOT staff also took place since Main Street is also US Highway 6 and a UDOT managed facility.

After the DRC drafted recommended code language changes that were acceptable to all of the departments represented on the DRC, the Planning Commission reviewed the language and provided/recommended the following code language:

Commissioner Hoffman made a motion to recommend approval of the proposed code amendment which amends the parking area access requirements. Commissioner Weight seconded the motion.

Commissioner Wood, Yes; Commissioner Lance, Yes; Commissioner Moak, Absent (excused); Commissioner Nixon, No; Commissioner Romero, Yes; Commissioner Weight, Yes; Commissioner Hoffman, Yes.

The motion passed.

This topic and consideration of the recommended code language change are now before the City Council for their review and determination of what, if anything, should be done to change the "Access to Parking Facilities" regulations.

Recommended Motion: "Motion to adopt Ordinance No. 12-02-2023 which amends the "Access to Parking Facilities" regulations in Santaquin City Code."

ORDINANCE NO. 12-02-2023

AN ORDINANCE AMENDING SANTAQUIN CITY CODE TO MODIFY THE SECOND ACCESS REQUIREMENT TO A PARKING FACILITY, PROVIDING FOR CODIFICATION, CORRECTION OF SCRIVENER'S ERRORS, SEVERABILITY, AND AN EFFECTIVE DATE FOR THE ORDINANCE.

WHEREAS, the City of Santaquin is a fourth-class city of the state of Utah; and

WHEREAS, the State Legislature has granted general welfare power to the City Council, independent, apart from, and in addition to, its specific grants of legislative authority, which enables the city to pass ordinances which are reasonably and appropriately related to the objectives of that power, i.e. providing for the public safety, health, morals, and welfare; and

WHEREAS, the City Council desires to amend Santaquin City Code Title 10 Chapter 48 Section 050 regarding when a second access is required to a parking facility.

WHEREAS, the Santaquin City Planning Commission held a public hearing on November 14, 2023, which hearing was preceded by the posting of public notice in at least three public places within the City limits of Santaquin City; and

WHEREAS, after the noted public hearing, the Santaquin City Planning Commission forwarded a recommendation to the City Council;

NOW, THEREFORE, BE IT ORDAINED by the City Council of Santaquin City, State of Utah, as follows:

Section I. Amendments

Title 10 Chapter 48 Section 050 is amended as follows: (underlined text is added, stricken text is deleted)

10.48.050 ACCESS TO PARKING FACILITIES

- E. ~~Any development with a single point of access (ingress and egress) shall have a maximum ADT (average daily trips) of two hundred fifty (250) trips.~~ Any development that exceeds an ADT (average daily trips) of two hundred fifty (250) trips shall provide a secondary access for ingress to and egress from the site. When a site is adjacent to a UDOT controlled right-of-way, the maximum ADT allowed before needing a secondary access for ingress to and egress from the site is five hundred (500) trips.

Section II. Severability

If any part of this ordinance or the application thereof to any person or circumstances shall, for any reason, be adjudged by a court of competent jurisdiction to be unconstitutional or invalid, such judgment shall not affect, impair or invalidate the remainder of this ordinance or the application thereof to other persons and circumstances, but shall be confined to its operation to the section, subdivision, sentence or part of the section and the persons and circumstances directly involved in

the controversy in which such judgment shall have been rendered. It is hereby declared to be the intent of the City Council that this section would have been adopted if such invalid section, provisions, subdivision, sentence or part of a section or application had not been included.

Section III. Contrary Provisions Repealed

Any and all other provisions of the Santaquin City Code that are contrary to the provisions of this Ordinance are hereby repealed.

Section IV. Codification, Inclusion in the Code, and Scrivener’s Errors

It is the intent of the City Council that the provisions of this ordinance be made part of the Santaquin City Code as adopted, that sections of this ordinance may be re-numbered or re-lettered, and that the word ordinance may be changed to section, chapter, or other such appropriate word or phrase in order to accomplish such intent regardless of whether such inclusion in a code is accomplished. Typographical errors which do not affect the intent of this ordinance may be authorized by the City without need of public hearing by its filing a corrected or re-codified copy of the same with the City Recorder.

Section V. Posting and Effective Date

This ordinance shall become effective at 5:00 p.m. on Wednesday, December 20, 2023. Prior to that time, the City Recorder shall deposit a copy of this ordinance in the official records of the City and place a copy of this ordinance in three places within the City.

PASSED AND ADOPTED this 19th day of December 2023.

Daniel M. Olson, Mayor

Councilmember Art Adcock	Voted	___
Councilmember Elizabeth Montoya	Voted	___
Councilmember Lynn Mecham	Voted	___
Councilmember Jeff Siddoway	Voted	___
Councilmember David Hathaway	Voted	___

ATTEST:

Amalie R. Ottley, City Recorder

STATE OF UTAH)
) ss.
COUNTY OF UTAH)

I, AMALIE R. OTTLEY, City Recorder of Santaquin City, Utah, do hereby certify and declare that the above and foregoing is a true, full, and correct copy of an ordinance passed by the City Council of Santaquin City, Utah, on the 19th day of December 2023, entitled

“AN ORDINANCE AMENDING SANTAQUIN CITY CODE TO MODIFY THE SECOND ACCESS REQUIREMENT TO A PARKING FACILITY, PROVIDING FOR CODIFICATION, CORRECTION OF SCRIVENER’S ERRORS, SEVERABILITY, AND AN EFFECTIVE DATE FOR THE ORDINANCE.”

“
IN WITNESS WHEREOF, I have hereunto set my hand and affixed the Corporate Seal of Santaquin City Utah this 19th day of December 2023.

Amalie R. Ottley
Santaquin City Recorder

(SEAL)

AFFIDAVIT OF POSTING

STATE OF UTAH)
) ss.
COUNTY OF UTAH)

I, AMALIE R. OTTLEY, City Recorder of Santaquin City, Utah, do hereby certify and declare that prior to the ordinance taking effect, I posted a short summary of the ordinance on the Utah Public Notice Website as required by Utah State Code 10-3-711(1)(b) as a Class A Notice and Santaquin City Code 1-2-050(D)

I further certify that copies of the ordinance were posted online at www.santaquin.org, in three physical locations (Santaquin City Public Safety Building, Zions Bank, Santaquin Post Office), and on the State of Utah’s Public Notice Website, <https://www.utah.gov/pmn/index.html>. A copy of the notice may also be requested by calling (801)754-1904.

AMALIE R. OTTLEY
Santaquin City Recorder

The foregoing instrument was acknowledged before me on this ____ day of ____ 2023, by
AMALIE R. OTTLEY.
My Commission Expires:

Notary Public

Residing at Utah County

MEMO



To: Mayor Olsen and City Council
From: Ryan Harris, Senior Planner
Date: December 15, 2023
Re: **Ercanbrack Rezone**

From: MSC To: CLM

Mr. Randall Ercanbrack with W.M. Ercanbrack Co., Inc. is proposing a rezone of 1.54 acres located at 580 West Main Street. The property is currently zoned as the Main Street Commercial (MSC) District within the Main Street Business Districts Zone. The applicant is requesting that a portion of his property be rezoned to the Commercial Light Manufacturing (CLM) Zone. Most of the property (Parcel 32:006:0109) is currently zoned CLM and a smaller portion of the property (1.54 acres) is zoned MSC. If the rezone is approved, the entire property will be in the CLM Zone.

The applicant has prepared a letter explaining why he is requesting the rezone (Attachment 2) and has provided a concept plan (Attachment 3). The letter and the concept plan are the applicant's justification for why the proposed zone change should be approved. The concept plan is not binding and is an idea of what could be developed on the property.

The Planning Commission reviewed the proposal and provided the following recommendation:

Commissioner Romero made a motion to forward a positive recommendation to the City Council that approximately 1.54 acres of the WM Ercanbrack Co, Inc property be rezones from the Main Street Commercial (MSC) District within the Main Street Business Districts Zone to the Commercial Light Manufacturing (CLM) Zone. Commissioner Nixon seconded the motion.

Commissioner Moak	Yes
Commissioner Nixon	Yes
Commissioner Romero	Yes
Commissioner Weight	Yes
Commissioner Hoffman	Yes

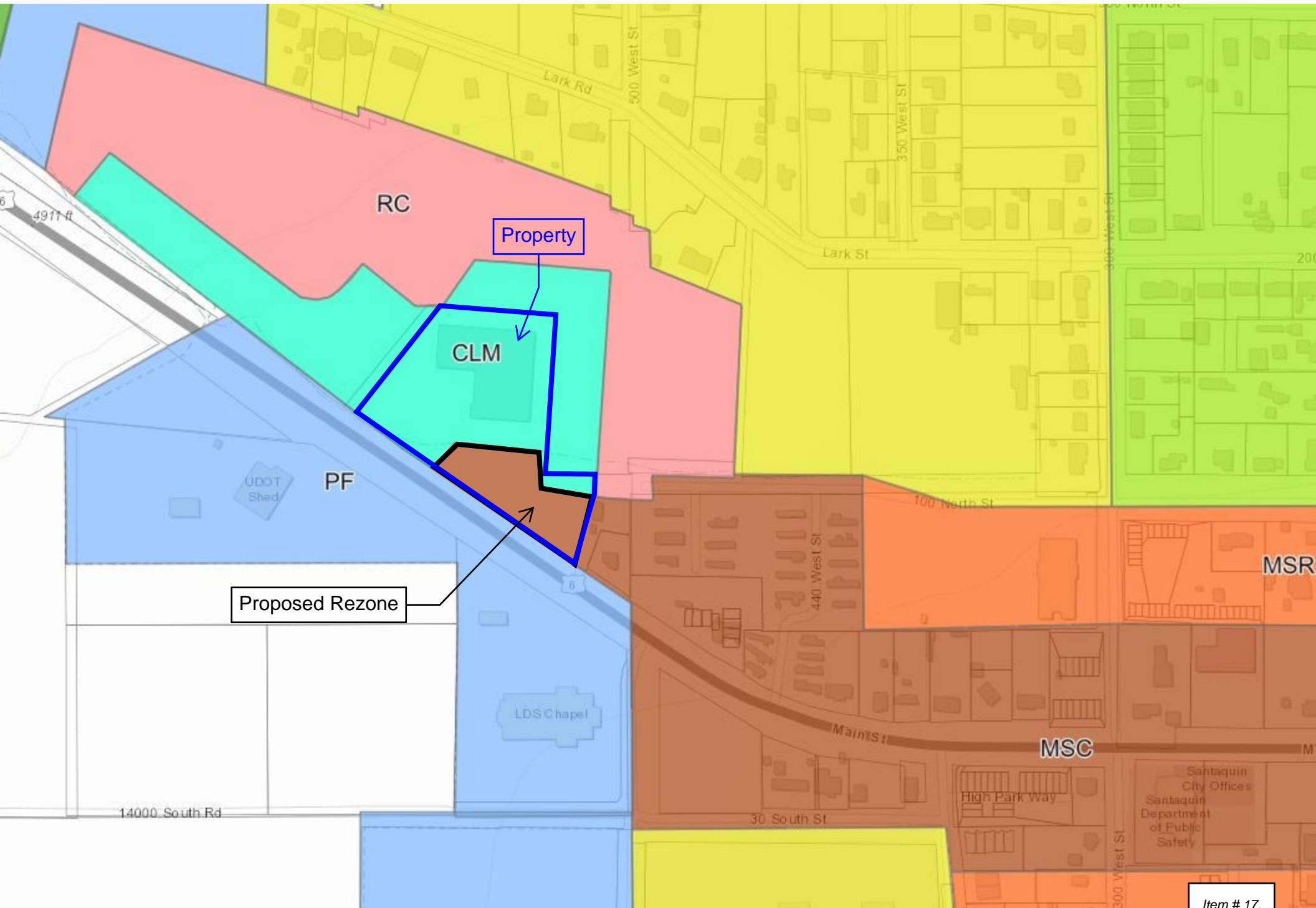
The motion passed.

Recommended motion: "Motion to approve/deny Ordinance No. 12-03-2023, an ordinance amending the zoning map of Santaquin City, more specifically, approving the rezoning of approximately 1.54 acres from the Main Street Commercial (MSC) District within the Main Street Business Districts Zone to the Commercial Light Manufacturing (CLM) Zone, providing severability and an effective date for the ordinance."

Attachments

1. Zoning and Location Map
2. Applicant Letter
3. Ordinance

Attachment 1: Zoning and Location Map



Attachment 2: Applicant Letter

Planning Commission,

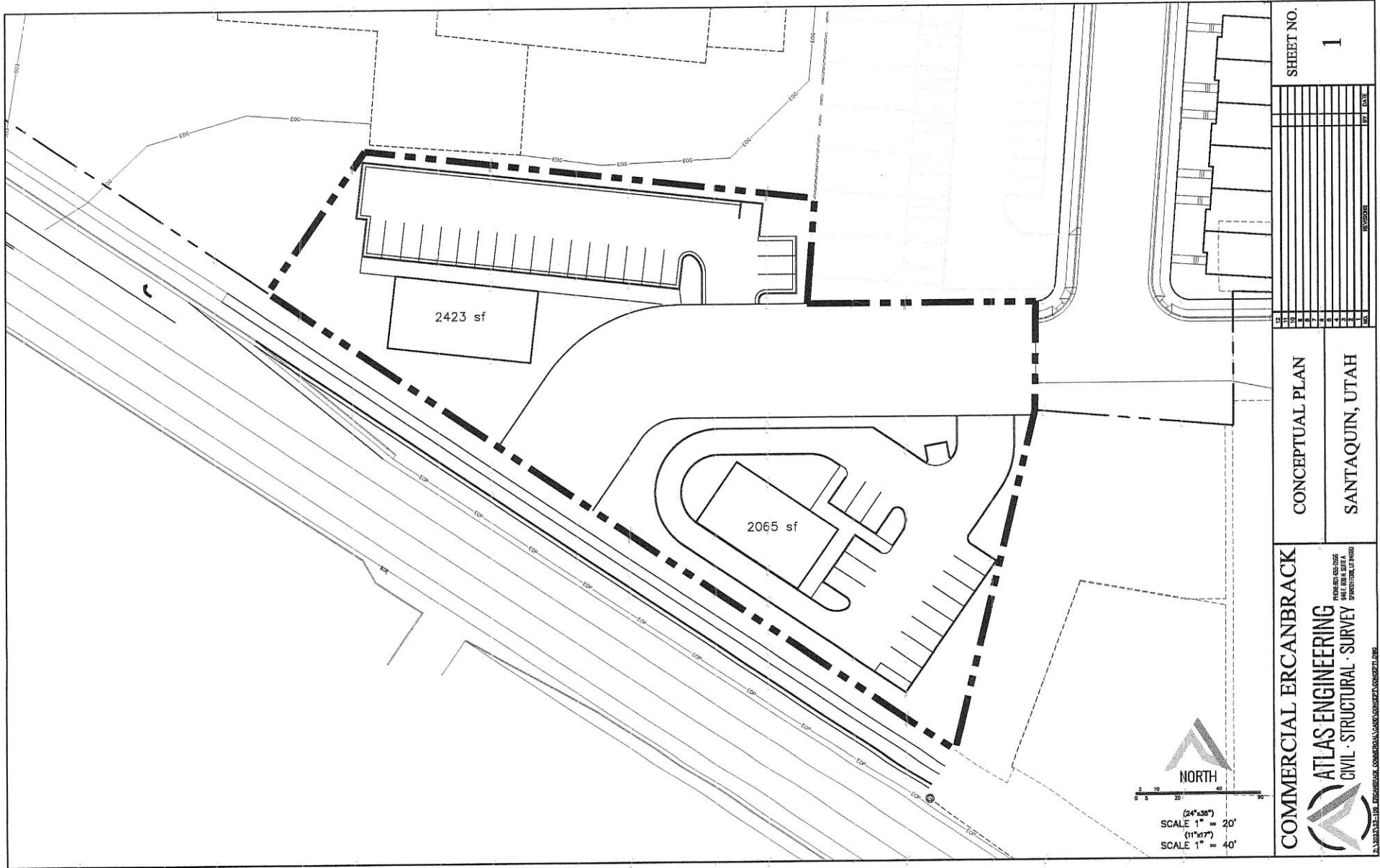
The reason I would like to rezone this section is so that I can have all my property, which is held by W M Ercanbrack Co., Inc. to be all as one CLM zone. This will be beneficial for your staff, and my engineering when it comes to developing the whole piece of property, which in turn benefits the city.

Thank you for your consideration,

Randall Ercanbrack

--





SHEET NO.
1

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CONCEPTUAL PLAN
SANTAQUIN, UTAH

COMMERCIAL ERCANBRACK
ATLAS ENGINEERING
 CIVIL · STRUCTURAL · SURVEY
 REGISTERED ENGINEER
 PROFESSIONAL ENGINEERING
 LICENSE NO. 12556
 1200 WEST 1000 SOUTH
 SALT LAKE CITY, UTAH 84119
 TEL: 313.222.2222
 WWW.ATLASENGINEERING.COM

ORDINANCE NO. 12-03-2023

AN ORDINANCE AMENDING THE ZONING MAP OF SANTAQUIN CITY, MORE SPECIFICALLY, APPROVING THE REZONING OF APPROXIMATELY 1.54 ACRES FROM THE MAIN STREET COMMERCIAL (MSC) DISTRICT WITHIN THE MAIN STREET BUSINESS DISTRICTS ZONE TO THE COMMERCIAL LIGHT MANUFACTURING (CLM) ZONE, PROVIDING SEVERABILITY AND AN EFFECTIVE DATE FOR THE ORDINANCE.

WHEREAS, the City of Santaquin is a fourth-class city of the state of Utah; and

WHEREAS, the City Council has specific authority pursuant to Title 10, Chapter 9a Utah Code Ann. (1953 as amended) to adopt a zoning plan including an ordinance and map which divide the municipality into districts or zones and within such districts to regulate the erection, construction, reconstruction, alteration, repair and uses of buildings and structures and the uses of land; and

WHEREAS, the state legislature has granted general welfare power to the City Council, independent, apart from, and in addition to, its specific grants of legislative authority, which enables the city to pass ordinances which are reasonably and appropriately related to the objectives of that power, providing for the public safety, health, morals, and welfare; and

WHEREAS, the Santaquin City Planning Commission held a public hearing during their December 12, 2023 meeting, which hearing was preceded by the posting of public notice in at least three public places within the City limits of Santaquin City in accordance with Section 10-9a-205 of the Utah State Code; and

WHEREAS, after the noted public hearing, the Santaquin City Planning Commission forwarded a recommendation to the City Council regarding the proposed rezoning of property; and

WHEREAS, the Santaquin City Council desires to amend the Official Zoning Map of Santaquin City, more specifically the rezoning of approximately 1.54 acres of property from the Main Street Commercial (MSC) District within the Main Street Business Districts Zone to the Commercial Light Manufacturing (CLM) Zone, which property is located at approximately 580 West Main Street (Parcel No. 32:006:0109).

NOW, THEREFORE, BE IT ORDAINED by the City Council of Santaquin City, State of Utah, as follows:

Section I.

That the official zoning map of the City be amended such that approximately 1.54 acres of property from the Main Street Commercial (MSC) District within the Main Street Business Districts Zone to the Commercial Light Manufacturing (CLM) Zone as shown on the attached map labeled as Exhibit "A" and by this reference made part hereof.

Section II. Severability

If any part of this ordinance or the application thereof to any person or circumstances shall, for any reason, be adjudged by a court of competent jurisdiction to be unconstitutional or invalid, such judgment shall not affect, impair or invalidate the remainder of this ordinance or the application thereof to other persons and circumstances, but shall be confined to its operation to the section, subdivision, sentence or part of the section and the persons and circumstances directly involved in the controversy in which such judgment shall have been rendered. It is hereby declared to be the intent of the City Council that this section would have been adopted if such invalid section, provisions, subdivision, sentence or part of a section or application had not been included.

Section V. Posting and Effective Date

This ordinance shall become effective at 5:00 p.m. on Wednesday, December 20, 2023. Prior to that time, the City Recorder shall deposit a copy of this ordinance in the official records of the City and place a copy of this ordinance in three places within the City.

PASSED AND ADOPTED this 19th day of December, 2023.

Daniel M. Olson, Mayor

Councilmember Art Adcock	Voted	___
Councilmember Elizabeth Montoya	Voted	___
Councilmember Lynn Mecham	Voted	___
Councilmember Jeff Siddoway	Voted	___
Councilmember David Hathaway	Voted	___

ATTEST:

Amalie Ottley, City Recorder

STATE OF UTAH)
) ss.
COUNTY OF UTAH)

I, AMALIE R. OTTLEY, Deputy City Recorder of Santaquin City, Utah, do hereby certify and declare that the above and foregoing is a true, full, and correct copy of an ordinance passed by the City Council of Santaquin City, Utah, on the 19th day of December 2023, entitled

AN ORDINANCE AMENDING THE ZONING MAP OF SANTAQUIN CITY, MORE SPECIFICALLY, APPROVING THE REZONING OF APPROXIMATELY 1.54 ACRES FROM THE MAIN STREET COMMERCIAL (MSC) DISTRICT WITHIN THE MAIN STREET BUSINESS DISTRICTS ZONE TO THE COMMERCIAL LIGHT MANUFACTURING (CLM) ZONE, PROVIDING SEVERABILITY AND AN EFFECTIVE DATE FOR THE ORDINANCE.

IN WITNESS WHEREOF, I have hereunto set my hand and affixed the Corporate Seal of Santaquin City Utah this 19th day of December 2023.

Amalie R. Ottley
City Recorder

(SEAL)

AFFIDAVIT OF POSTING

STATE OF UTAH)
) ss.
COUNTY OF UTAH)

I, AMALIE R. OTTLEY, City Recorder of Santaquin City, Utah, do hereby certify and declare that prior to the ordinance taking effect, I posted a short summary of the ordinance on the Utah Public Notice Website as required by Utah State Code 10-3-711(1)(b) as a Class A Notice and Santaquin City Code 1-2-050(D)

I further certify that copies of the ordinance were posted online at www.santaquin.org, in three physical locations (Santaquin City Public Safety Building, Zions Bank, Santaquin Post Office), and on the State of Utah’s Public Notice Website, <https://www.utah.gov/pmn/index.html>. A copy of the notice may also be requested by calling (801)754-1904.

AMALIE R. OTTLEY
Santaquin City Recorder

The foregoing instrument was acknowledged before me on this ____ day of ____ 2023, by AMALIE R. OTTLEY.
My Commission Expires:

Notary Public

Residing at Utah County