

## Stansbury Service Agency Proposed 2022 Budget Overview

### FY 2022 GENERAL MANAGER'S INITIATIVES AND BUDGET PRIORITIES

The following are three initiatives that Management and Staff feel will put us on track to meeting goals outlined in the Master Plan and other projects in 2022.

1. Golf Course Improvements. The Agency has budgeted \$100,000 for improvements to the golf course to enhance the curb appeal and player experience. Budgeted improvements include: a new set of front doors, pro shop and course bathroom upgrades, pond curbing, and landscaping upgrades around the entrance of the course. An additional \$110,000 has been budgeted to automate the sprinkling system.
2. Water Conservation. In response to the latest drought, the Agency is in the process of developing a long-term water conservation plan that includes transitioning low-use grass areas to low-water usage plants, xeroscaping, and managed-wild landscapes. \$60,000 has been budgeted for this purpose.
3. Complete Current Capital and Impact Fee Projects. Multiple capital projects remain unfinished. The Agency is developing a three-year plan to complete these projects and has budgeted \$2,362,700 to get these projects moving forward in 2022.

## Stansbury Service Agency Proposed 2022 Operating Budget Overview

### EXPENDITURES - OPERATION AND MAINTENANCE

#### **Staffing**

1. Current staff expense ratio to total operational revenues is 53%. Current staff expense ratio to total operational, impact fee, and contributed revenues is 38%. Industry standards for staffing ratios in service oriented organizations is between 50 -60%.
2. Fringe benefit ratio to overall payroll costs is 21%.
  1. One additional full-time employee for the golf course pro shop. Wage is estimated at \$36,000 annually.
  2. A full-time librarian is required for state certification. Wage is estimated at \$42,000 annually.
  3. A 2% pay increase is budgeted for full-time staff to adjust wages for cost of living increases.

#### **Office Supplies**

Supplies for routine office operation that includes paper, pens, copier ink, etc.

#### **Professional Services**

Costs related to professional services such as legal, accounting, and annual audit.

#### **IT**

Routine IT related costs including security system, internet access, and software subscriptions.

#### **Insurance**

Costs for liability, vehicle, building, and worker's compensation insurance.

#### **Sales Tax**

Tax collected for sale of retail items with golf course and pool.

#### **Elections**

Costs related to elections paid to Tooele County.

#### **Training**

Staff training that includes registration costs for Green Conference, HR training, etc.

#### **Mileage**

Mileage reimbursement for use of staff vehicles for Agency related tasks.

#### **Marketing, Advertising, PR**

Expenses for website, social media campaigns, printed material, newspaper publications, etc.

#### **Electricity, Natural Gas, Telephone, Internet, Water**

For payment of utilities.

#### **Merchant Fees**

Fees associated with POS systems for Golf Course, Pool, and Recreation program income.

#### **Dues, Subscriptions**

Fees associated with required staff licenses and state dues.

#### **Employee Benefit Fund**

Established for employees' annual winter party, summer party, and other miscellaneous expenses.

**Inventory Food**

Costs associated for retail sale of concessions at Golf Course and Pool

**Inventory, Non Food**

Costs associated for retail sale of non food items at Golf Course.

**Maintenance**

Includes expenditures for routine repairs and maintenance of Agency grounds and facilities.

**Fuel**

For operation of Agency vehicles and equipment.

**Interest Expense**

Interest paid by Agency.

# Stansbury Service Agency Operating Budget

## 2022 Operating Budget

Period: FY 2022

REVENUES	2022 Proposed	2021 Estimated	2020 Actual
<b>Tax</b>			
Revenue:			
<b>General Revenues</b>			
4001 Charter membership	0	0	383
4100 General property tax	1,392,000	1,310,000	1,234,049
4110 Fee in lieu of property tax	100,000	95,000	95,804
4115 Delinquent property taxes	10,000	8,000	7,043
4130 Sales tax	14,023	13,719	14,153
4140 Interest Income	29,500	29,000	28,144
<b>General Revenues</b>	<b>1,545,523</b>	<b>1,455,719</b>	<b>1,379,576</b>
<b>Program Revenues</b>			
<b>Pool</b>			
4300 Swimming pool - Season passes	8,633	7,848	7,185
4310 Swimming pool - Daily admission	13,209	12,008	11,593
4320 Swimming pool - Party rental	5,290	4,809	7,714
4330 Swimming pool - Lessons	20,119	18,290	15,105
4500 Pool concessions	6,056	5,505	2,860
<b>Total Pool</b>	<b>53,306</b>	<b>48,460</b>	<b>44,458</b>
<b>Golf Course</b>			
4400 Golf Course Revenue	2,903	2,847	3,573
4401 Golf green fees	279,106	273,634	291,842
4402 Golf cart fees	162,472	159,286	202,788
4403 Golf driving range	9,569	9,381	9,671
4404 Golf food	36,581	35,864	23,267
4405 Golf leagues & tournaments	41,074	40,269	54,729
4406 Golf pro shop	134,499	131,862	128,120
4407 Golf punch cards	45,676	44,781	57,187
4408 Golf season pass	87,288	85,276	62,692
4409 Golf beer sales	35,330	34,637	20,020
<b>Total Golf</b>	<b>834,499</b>	<b>817,836</b>	<b>853,888</b>
<b>Cemetery</b>			
4800 Cemetery plots	20,000	16,000	20,900
4810 Cemetery services	2,500	2,000	2,570
<b>Total Cemetery</b>	<b>22,500</b>	<b>18,000</b>	<b>23,470</b>
<b>Miscellaneous</b>			
4170 Misc (Pavilion Rental)	3,500	3,000	8,274
4180 Cell tower rental	8,400	8,400	6,331
4200 Clubhouse rental-Events	18,000	15,000	6,331
4900 Stansbury Shaved Ice Shack	4,800	4,800	4,800
4950 Water Rec Vehicle Registration	100	25	0
<b>Total Miscellaneous</b>	<b>34,800</b>	<b>31,225</b>	<b>19,405</b>
<b>Other</b>			
4600 Grants and Contributions	0	4,000	3,000
<b>Total Other</b>	<b>0</b>	<b>4,000</b>	<b>3,000</b>
<b>Total Revenues</b>	<b>2,490,627</b>	<b>2,375,240</b>	<b>2,323,797</b>

### EXPENDITURES

#### General Government

5100 Full Time Salary	495,060	377,517	307,094
5105 Full Time Wage	270,260	237,793	233,011
5110 Seasonal Wage	272,638	268,988	281,278
5125 Employee Taxes, Benefits	274,634	228,019	189,273

5128 Office Supplies	4,500	6,100	8,823
5130 Professional Services	44,000	96,000	34,986
5132 IT	42,000	13,400	50,055
5133 Insurance	30,000	25,000	25,257
5145 Sales Tax	14,023	13,719	17,605
5150 Elections	500	8,500	50
5155 Training	6,050	5,750	1,644
5158 Mileage	2,400	3,500	0
5160 Marketing, Advertising, PR	13,350	8,650	2,656
5170 Electricity	13,800	13,168	12,419
5175 Natural Gas	11,700	10,900	10,175
5190 Telephone, Internet	6,300	6,300	8,362
5195 Water	93,000	100,000	151,222
5210 Merchant Fees	14,177	13,733	13,669
5215 Dues, Subscriptions	3,600	2,900	2,480
5251 Employee Benefit Fund	10,250	4,000	200
5370 Inventory, Food	43,000	44,238	46,348
5373 Inventory, Non Food	95,000	87,000	132,618
5400 Maintenance	182,411	182,000	233,428
5800 Fuel	22,000	23,788	26,836
5810 Interest Expense	13,995	13,995	14,033
<b>Total Expenditures</b>	<b>1,978,648</b>	<b>1,794,958</b>	<b>1,803,524</b>
Transfer to Capital Fund	511,979	580,282	520,273
<b>Total Change in Net Position</b>	<b>0</b>	<b>0</b>	<b>0</b>

## Stansbury Service Agency Capital Budget Overview

### FACILITIES IMPROVEMENTS/DEVELOPMENT

CLUBHOUSE. Planned improvements include new doors for main entrances on south, east, and west sides. Additional improvements are planned to expand office space and working areas. New exterior doors will be installed as required by fire marshal. Estimated cost = \$50,000

GOLF COURSE PRO SHOP. We plan to replace the main front doors and remodel the pro shop bathrooms to include upgrades with plumbing and overall appearance. Course bathrooms will also be upgraded. Estimated cost = \$20,000.

MAINTANANCE SHOPS. Upgrades to staff working areas that are needed will include breakroom table and chairs, bathroom upgrades, and replace current desks with staff work stations. Cleanup of Maintenance Shop 2 will include new fencing and leveling of ground. Estimated cost = \$20,000

POOL. Concession window will be installed in North facing wall to accommodate non-pool concession sales. A new pool heater is also needed. Estimated cost = \$7,000.

### RECREATION IMPROVEMENTS/DEVELOPMENT

MILL POND BRIDGE. It is imperative that bridge be replaced. Due to a lack of maintenance, the entire structure must be replaced. Estimated cost = \$350,000.

LANDSCAPING. We plan to upgrade landscaping in several high-visible areas to low-water usage or xeroscape to improve appearance of area and conserve water. Estimated cost = \$60,000.

### GOLF COURSE IMPROVEMENTS/DEVELOPMENT

SPRINKLING SYSTEM UPGRADES. We plan to upgrade two sections of the sprinkling system to an automated system to allow for better management of current irrigation. Estimated cost = \$110,000.

PONDS. We plan to install cement curbing around two ponds that were relined in the last few years the lining is showing, this will improve appearance of the pond. Two pond fountains will also be installed in selected ponds to help oxygenate water.

LANDSCAPING. Upgrades to landscaping on the north side of the Pro Shop and to flower beds is planned to improve appearance and further beautify areas. Estimated cost = \$25,000.

## Stansbury Service Agency Capital Budget

### 2022 Capital Budget

41 Capital Projects Fund - FY 2022

	2022 Proposed	2021 Estimated	2020 Actual
<b>Revenue</b>			
6300 Transfer from General Operating Budget	511,979	580,282	520,273
6400 Fund Reserve	200,000	230,052	505,398
6500 Grants	390,000	40,000	0
<b>Total Revenue</b>	<b>1,101,979</b>	<b>850,334</b>	<b>1,025,671</b>
<b>Expenditures</b>			
Capital Projects			
Facilities Improvements/Development	107,000	0	56,037
Recreation Improvements/Development	410,000	450,417	369,348
Golf Course Improvements/Development	180,000	55,000	142,233
Equipment	347,700	94,300	474,487
<b>Total Expenditures</b>	<b>1,044,700</b>	<b>599,717</b>	<b>1,042,105</b>
<b>Total Change In Net Position</b>	<b>57,279</b>	<b>250,617</b>	<b>-16,434</b>

## Stansbury Service Agency Impact Fee Budget Overview

### AMPHITHEATER

We would like to move forward with the road and parking lot as soon as DR Horton has completed the retention wall. It is anticipated that there will be an estimated six-month wait for the road to settle before it can be completed. The estimated cost in 2022 = \$100,000. Additional grant funding will be pursued for this project.

### OSCARSON PARK

We plan to begin work on Oscarson Park as soon as final plan is approved and weather permits. Drainage system, irrigation, sod, and playground area are planned for 2022. Estimated cost = \$350,000.

### SPLASH PAD

We have budgeted for a pump house to be built and plumbing installed. Estimated cost = \$50,000.

### PARKING LOT IMPROVEMENTS

**GOLF COURSE.** We would like to expand parking near the Clubhouse area to include a small parking lot on the east side of the Golf Course Pro Shop. This would require that we move the putting green and several trees. Estimated cost = \$60,000.

**VILLAGE PARK.** Expansion of parking lot. Estimated cost = \$60,000.

### SOLOMON PARK

**SOLOMON PARK.** Project will include returning park to original grass landscape with additional xerescaping around the tunnel. Fencing will be added to separate public and private areas. A dock may be installed if funding is available. Estimated cost = \$78,500.

### SOUND WALL TRAIL.

The trail is being funded through a grant from UDOT for \$538,000. SSA is required to match the funding with an additional 1/3 in funding. This match may be in cost for labor, etc. Estimated match = \$133,000.

### PICKLE BALL COURTS

We plan to install three covered benches on the eastside of the courts and install gates to the entrance of each court. Estimated cost = \$27,000.

## Stansbury Service Agency Impact Fee Budget

### 2022 Impact Fee Budget

42 Impact Fee Fund - FY 2022

	2022 Proposed	2021 Estimated	2020 Actual
<b>Revenue</b>			
<b>Taxes</b>			
6000 Impact Fees	444,800	334,800	391,500
6050 Interest Income - Impact Fees	15,562	11,713	13,697
6100 Impact Fee Reserve	719,524	717,211	1,577,313
6500 Grants	538,000	110,000	150,000
<b>Total Revenue</b>	<b>1,717,886</b>	<b>1,173,724</b>	<b>2,132,511</b>
<b>Expenditures</b>			
<b>Impact Fee Projects</b>			
Amphitheater	100,000	39,352	120,885
Oscarson Park	350,000	0	0
Splash Pad	50,000	0	0
Parking Lot Improvements	60,000	0	0
Village Blvd Park	60,000	0	0
Sound Wall Trail	671,000	0	0
Safe Route to School Trail	0	18,500	0
Pickle Ball Courts	27,000	50,000	153,633
Underpass	0	26,833	1,120,693
Solomon Park	78,500	0	0
<b>Total Expenditures</b>	<b>1,396,500</b>	<b>134,685</b>	<b>1,395,211</b>
<b>Total Change In Net Position</b>	<b>321,386</b>	<b>1,039,038</b>	<b>737,299</b>