

Official Budget Forms

City of Cottonwood Tentative

Fiscal year 2023



“Inspiring a Vibrant Community”

City of Cottonwood Tentative

Table of Contents

Fiscal year 2023

[Resolution for the adoption of the budget](#)

[Schedule A—Summary Schedule of estimated revenues and expenditures/expenses](#)

[Schedule C—Revenues other than property taxes](#)

[Schedule D—Other financing sources/\(uses\) and interfund transfers](#)

[Schedule E—Expenditures/expenses by fund](#)

[Schedule G—Full-time employees and personnel compensation](#)

City of Cottonwood Tentative
Resolution for the adoption of the budget
Fiscal year 2023

WHEREAS, in accordance with the provisions of Title 42, Ch. 17, Art. 1-5, Arizona Revised Statutes (A.R.S.), the City/Town Council did, on _____, _____, make an estimate of the different amounts required to meet the public expenditures/expenses for the ensuing year, also an estimate of revenues from sources other than direct taxation, and the amount to be raised by taxation upon real and personal property of the City/Town of _____, and

WHEREAS, in accordance with said chapter of said title, and following due public notice, the Council met on _____, _____, at which meeting any taxpayer was privileged to appear and be heard in favor of or against any of the proposed expenditures/expenses or tax levies, and

WHEREAS, it appears that publication has been duly made as required by law, of said estimates together with a notice that the City/Town Council would meet on _____, _____, at the office of the Council for the purpose of hearing taxpayers and making tax levies as set forth in said estimates, and

WHEREAS, it appears that the sums to be raised by taxation, as specified therein, do not in the aggregate exceed that amount as computed in A.R.S. §42-17051(A), therefore be it

RESOLVED, that the said estimates of revenues and expenditures/expenses shown on the accompanying schedules, as now increased, reduced, or changed, are hereby adopted as the budget of the City/Town of _____ for the fiscal year _____.

Passed by the _____ City/Town Council, this _____ day of _____.

APPROVED:

Mayor

ATTEST:

Clerk

**City of Cottonwood Tentative
Summary Schedule of estimated revenues and expenditures/expenses
Fiscal year 2023**

Fiscal year	S c h	Funds								Total all funds
		General Fund	Special Revenue Fund	Debt Service Fund	Capital Projects Fund	Permanent Fund	Enterprise Funds Available	Internal Service Funds		
2022 Adopted/adjusted budgeted expenditures/expenses*	E 1	31,300,235	18,043,970	2,007,820	3,237,705	384,630	45,658,600	0	100,632,960	
2022 Actual expenditures/expenses**	E 2	31,300,235	18,043,970	2,007,820	3,237,705	384,630	45,658,600	0	100,632,960	
Beginning fund balance/(deficit) or net position/(deficit) at July 1***	E 3	0	0	0	0	0	0	0	0	
2023 Primary property tax levy	B 4	0							0	
2023 Secondary property tax levy	B 5								0	
2023 Estimated revenues other than property taxes	C 6	33,365,385	8,541,420	1,650,935	19,688,250	11,500	16,145,890	0	79,403,380	
2023 Other financing sources	D 7	17,926,265	5,522,785	362,195	0	377,530	33,969,340	0	58,158,115	
2023 Other financing (uses)	D 8	0	0	0	0	0	0	0	0	
2023 Interfund transfers in	D 9	0	1,883,295	0	0	0	0	0	1,883,295	
2023 Interfund Transfers (out)	D 10	1,829,175	54,120	0	0	0	0	0	1,883,295	
Line 11: Reduction for fund balance reserved for future budget year expenditures										
Maintained for future debt retirement									0	
Maintained for future capital projects		1,803,910	3,278,985	362,195		380,230	26,535,230		32,360,550	
Maintained for future financial stability		17,019,365							17,019,365	
									0	
									0	
2023 Total financial resources available	E 12	30,639,200	12,614,395	1,650,935	19,688,250	8,800	23,580,000	0	88,181,580	
2023 Budgeted expenditures/expenses	E 13	51,291,650	15,951,500	2,013,135	19,688,250	389,030	50,115,230	0	139,448,795	

Expenditure limitation comparison

- 1 Budgeted expenditures/expenses
- 2 Add/subtract: estimated net reconciling items
- 3 Budgeted expenditures/expenses adjusted for reconciling items
- 4 Less: estimated exclusions
- 5 Amount subject to the expenditure limitation
- 6 EEC expenditure limitation

2022	2023
\$ 100,632,960	\$ 139,448,795
(54,701,985)	(49,379,915)
45,930,975	90,068,880
	26,722,632
\$ 45,930,975	\$ 63,346,248
\$ 67,165,947	\$ 67,219,800

 The city/town does not levy property taxes and does not have special assessment districts for which property taxes are levied. Therefore, Schedule B has been omitted.

* Includes expenditure/expense adjustments approved in the current year from Schedule E.

** Includes actual amounts as of the date the proposed budget was prepared, adjusted for estimated activity for the remainder of the fiscal year.

*** Amounts on this line represent beginning fund balance/(deficit) or net position/(deficit) amounts except for nonspendable amounts (e.g., prepayments and inventories) or amounts legally or contractually required to be maintained intact (e.g., principal of a permanent fund).

**City of Cottonwood Tentative
Revenues other than property taxes
Fiscal Year 2023**

Source of revenues	Estimated revenues 2022	Actual revenues* 2022	Estimated revenues 2023
General Fund			
Local taxes			
City Sales Tax	\$ 16,422,730	\$ 19,071,550	\$ 20,676,755
Bed Tax	368,920	538,000	548,760
Utility Tax	383,290	383,290	390,950
Franchises	407,180	408,505	410,470
Licenses and permits			
Business Licenses	90,900	90,975	92,795
Construction Permits	286,000	715,080	575,000
Planning & Zoning Fees	127,000	167,000	137,000
Intergovernmental			
Federal Revenue	348,825	444,490	835,340
State Revenue	3,037,410	3,249,690	4,049,365
County (including Motor Vehicle Tax)	937,585	978,940	998,520
Other Entities			
Charges for services			
Dispatch & Spillman Services	965,270	1,053,050	1,105,700
Recreation Fees	958,700	813,430	914,965
Animal Control Fees	800	1,350	1,200
Other Services			
Fines and forfeits			
Municipal Court	236,550	253,945	253,450
Interest on investments			
Interest Income	65,000	30,800	35,000
In-lieu property taxes			
Contributions			
Voluntary contributions	2,000		
Miscellaneous			
Miscellaneous Income	423,160	1,263,220	548,955
Lease Proceeds			
Rentals	13,600	18,700	17,600
Other Financing Sources	22,537,000	1,493,060	1,773,560
Total General Fund	\$ 47,611,920	\$ 30,975,075	\$ 33,365,385
	11 790 640	18 251 425	17 926 265

* Includes actual revenues recognized on the modified accrual or accrual basis as of the date the proposed budget was prepared, plus estimated revenues for the remainder of the fiscal year.

**City of Cottonwood Tentative
Revenues other than property taxes
Fiscal Year 2023**

Source of revenues	Estimated revenues		Actual revenues*	Estimated revenues 2023		
	2022	2022				
Special revenue funds						
HIGHWAY USER REVENUE FUNDS						
Fuel Tax	\$ 1,058,260	\$ 1,421,850		1,236,880		
Additional Sales Tax	\$ 1,391,215	\$ 1,514,915		1,589,300		
Federal Grants		\$ 438,745				
State Grants						
Other Income	\$ 3,500	\$ 4,480		320		
Total Street Maintenance & Construction	\$ 2,452,975	\$ 3,379,990	\$ 2,826,500			
	3,118,245	2,891,310		4,503,360		
COTTONWOOD AREA TRANSIT SYSTEM						
Intergovernmental						
Federal Grant	\$ 2,074,900	\$ 1,443,270		2,486,155		
City Sales Tax	\$ 308,280	\$ 428,850		552,370		
Other Entities	\$ 292,070	\$ 234,500		351,285		
Charges for services						
Fare Box	\$ 51,350	\$ 141,420		228,850		
Miscellaneous						
Other Income	\$ -	\$ 13,800		-		
Total Cottonwood Area Transit System	\$ 2,726,600	\$ 2,261,840	\$ 3,618,660			
	30,115	213,320		435,570		
LIBRARY FUND						
Intergovernmental						
County Library	\$ 163,810	\$ 163,220		159,775		
Charges for services						
Collection Income	\$ 2,500	\$ -		-		
Interest on investment						
Interest Income	\$ 200	\$ 200		200		
Miscellaneous						
Other Income (including grants)	\$ 77,000	\$ 102,570		60,000		
Total Library Fund	\$ 243,510	\$ 265,990	\$ 219,975			
CEMETERY						
Intergovernmental						
State Grants	\$ -	\$ -				
Federal Grants						
Charges for services						
Sale of Grave Liners	\$ 600	\$ 200		200		
Uses of monies & properties						
Rental & Leases	\$ -					
Other Income	\$ 368,500	\$ 76,775		400		
Total Cemetery	\$ 369,100	\$ 76,975		600		
AIRPORT						
Intergovernmental						
State Grants	\$ -	\$ 376,470	\$ 385,860			
Federal Grants	\$ 421,160	\$ 119,780		591,180		
Charges for services						
Fuel Sales & Oil Sales	\$ -	\$ 208,000				
Uses of monies & properties						
Rental & Leases	\$ 138,195	\$ 190,215		148,645		

**City of Cottonwood Tentative
Revenues other than property taxes
Fiscal Year 2023**

Source of revenues	Estimated revenues 2022	Actual revenues* 2022	Estimated revenues 2023
Other Income			
Total Airport Authority	\$ 559,355	\$ 894,465	\$ 1,125,685
OTHER GRANTS			
Intergovernmental Revenues	\$ 2,840,445	\$ -	\$ -
Total Other Grants Fund	\$ 2,840,445	\$ -	\$ -
COMMUNITY DEVELOPMENT BLOCK GRANTS			
Intergovernmental			
Federal Grants	\$ 1,993,115	\$ 107,920	\$ 750,000
Other Entities	\$ -	\$ -	\$ -
Total Community Development Block Grants	\$ 1,993,115	\$ 107,920	\$ 750,000
Total Special Revenue Funds	\$ 11,185,100	\$ 1,714,410	\$ 8,541,420

* Includes actual revenues recognized on the modified accrual or accrual basis as of the date the proposed budget was prepared, plus estimated revenues for the remainder of the fiscal year.

Fiduciary Funds

EXPENDABLE TRUST FUNDS

Health & Benefits Trust Fund	\$ 2,000	580	500
Alternative Pension Fund	\$ 11,000	22,000	\$ 11,000
Total Expendable Trust Funds	\$ 13,000	\$ 22,580	\$ 11,500

DEBT SERVICE FUNDS

Local Taxes			
City Sales Tax	\$ 1,645,625	\$ 1,645,625	\$ 1,650,930
Charges for services			
Water User Fees - Debt Service	\$ -	\$ -	\$ -
Interest			
Interest Income	\$ 100	\$ 5	\$ 5
Total debt service funds	\$ 1,645,725	\$ 1,645,630	\$ 1,650,935

Capital projects funds

Intergovernmental			
Federal Grants	\$ -	\$ -	\$ -
State Grants	\$ -	\$ -	\$ -
County Revenue	\$ 315,000	\$ 86,995	\$ 315,000
City Sales Tax	\$ 294,675	\$ 344,160	\$ 368,250
Miscellaneous			
Other Income	\$ -	\$ -	\$ -
Interest Income	\$ 11,400	\$ 5,400	\$ 5,000
Other Financing Sources	\$ -	\$ -	\$ 19,000,000
Total capital projects funds	\$ 621,075	\$ 436,555	\$ 19,688,250

* Includes actual revenues recognized on the modified accrual or accrual basis as of the date the proposed budget was prepared, plus estimated revenues for the remainder of the fiscal year.

Enterprise funds

WASTEWATER

City Sales Tax	\$ -	\$ -	\$ -
User Fees	\$ 4,116,500	\$ 6,663,075	\$ 7,201,830
Interest Income	\$ 12,000	\$ 7,380	\$ 9,000
Other Financing Sources	\$ -	\$ -	\$ -
Other Income	\$ 160,795	\$ -	\$ -
Total Wastewater Enterprise	\$ 4,289,295	\$ 6,670,455	\$ 7,210,830

WATER

City Sales Tax	\$ -	\$ -	\$ -
----------------	------	------	------

**City of Cottonwood Tentative
Revenues other than property taxes
Fiscal Year 2023**

Source of revenues	Estimated revenues	Actual revenues*	Estimated revenues
	2022	2022	2023
User Fees	8,528,095	7,918,100	7,918,100
Interest Income	80,400	61,580	70,010
Clarkdale Reimbursements			
Other Income	628,365	952,085	946,950
Total Water Enterprise	\$ 9,236,860	\$ 8,931,765	\$ 8,935,060
Total Enterprise funds	\$ 13,526,155	\$ 15,602,220	\$ 16,145,890

* Includes actual revenues recognized on the modified accrual or accrual basis as of the date the proposed budget was prepared, plus estimated revenues for the remainder of the fiscal year.

**City of Cottonwood Tentative
Revenues other than property taxes
Fiscal Year 2023**

Source of revenues	Estimated revenues 2022	Actual revenues*	Estimated revenues 2023
Internal service funds			
	\$ _____	\$ _____	\$ _____
	\$ _____	\$ _____	\$ _____
	\$ _____	\$ _____	\$ _____
	\$ _____	\$ _____	\$ _____
Total internal service funds	\$ _____	\$ _____	\$ _____
Total all funds	\$ 74,602,975	\$ 50,396,470	\$ 79,403,380

* Includes actual revenues recognized on the modified accrual or accrual basis as of the date the proposed budget was prepared, plus estimated revenues for the remainder of the fiscal year.

**City of Cottonwood Tentative
Other financing sources/(uses) and interfund transfers
Fiscal year 2023**

Fund	Other financing 2023		Interfund transfers 2023	
	Sources	(Uses)	In	(Out)
General Fund				
Operating Transfer Out - HURF	\$ _____	\$ _____	\$ _____	\$ 368,250
Operating Transfer Out - Transit	_____	_____	_____	1,108,245
Operating Transfer Out - Library	_____	_____	_____	121,645
Operating Transfer Out - Cemetery	_____	_____	_____	231,035
Operating Transfers Out - Airport	_____	_____	_____	_____
Operating Transfer Out - Grants	_____	_____	_____	_____
Fund Balance	17,926,265	_____	_____	_____
Total General Fund	\$ 17,926,265	\$ _____	\$ _____	\$ 1,829,175
Special revenue funds				
Transfer Out Airport - Airport Improveme	\$ _____	\$ _____	\$ _____	\$ 54,120
Transfer in Airport Improvements - Airport Fund	_____	_____	54,120	_____
Transfer in to Grant fund - CIP Fund	_____	_____	_____	_____
Operating Transfer In for Library - General Fund	_____	_____	1,108,245	_____
Operating Transfer in for Cemetery - General Fund	_____	_____	121,645	_____
Operating Transfer in for HURF - General Fund	_____	_____	368,250	_____
Operating Transfer in for Grant-General Fund	_____	_____	_____	_____
Operating Transfer in for Airport	_____	_____	231,035	_____
Fund Balance	5,522,785	_____	_____	_____
Total special revenue funds	\$ 5,522,785	\$ _____	\$ 1,883,295	\$ 54,120
Debt service funds				
_____	\$ _____	\$ _____	\$ _____	\$ _____
_____	_____	_____	_____	_____
_____	_____	_____	_____	_____
Fund Balance	362,195	_____	_____	_____
Total debt service funds	\$ 362,195	\$ _____	\$ _____	\$ _____
Capital projects funds				
_____	\$ _____	\$ _____	\$ _____	\$ _____
_____	_____	_____	_____	_____
_____	_____	_____	_____	_____
Fund Balance	_____	_____	_____	_____
Total capital projects funds	\$ _____	\$ _____	\$ _____	\$ _____
Permanent funds				
_____	\$ _____	\$ _____	\$ _____	\$ _____
_____	_____	_____	_____	_____
_____	_____	_____	_____	_____
Fund Balance	377,530	_____	_____	_____
Total permanent funds	\$ 377,530	\$ _____	\$ _____	\$ _____
Enterprise funds				
_____	\$ _____	\$ _____	\$ _____	\$ _____
_____	_____	_____	_____	_____
_____	_____	_____	_____	_____
Fund Balance	33,969,340	_____	_____	_____
Total enterprise funds	\$ 33,969,340	\$ _____	\$ _____	\$ _____
Internal service funds				
_____	\$ _____	\$ _____	\$ _____	\$ _____
_____	_____	_____	_____	_____
_____	_____	_____	_____	_____

**City of Cottonwood Tentative
Other financing sources/(uses) and interfund transfers
Fiscal year 2023**

Fund	Other financing 2023		Interfund transfers 2023	
	Sources	(Uses)	In	(Out)
Total Internal Service Funds	\$ _____	\$ _____	\$ _____	\$ _____
Total all funds	\$ <u>58,158,115</u>	\$ _____	\$ <u>1,883,295</u>	\$ <u>1,883,295</u>

**City of Cottonwood Tentative
Expenditures/expenses by fund
Fiscal year 2023**

Fund/Department	Adopted budgeted expenditures/ expenses	Expenditure/ expense adjustments approved	Actual expenditures/ expenses*	Budgeted expenditures/ expenses
	2022	2022	2022	2023
General Fund				
Administration	\$ 584,540	\$ 12,865	\$ 597,405	\$ 709,780
Personnel	311,225	(53,990)	257,235	469,390
City Council	13,855,300	(11,882,460)	1,972,840	19,386,465
Natural Resource Project				
City Clerk	269,300	7,225	276,525	308,510
Finance	487,260	38,165	525,425	712,925
IT Services	1,423,400	286,965	1,710,365	2,167,565
Purchasing	116,460	8,470	124,930	132,350
Community Development	774,355	42,910	817,265	987,900
Economic Development	393,740	3,765	397,505	566,650
Municipal Court	584,520	(47,480)	537,040	733,580
Legal	426,805	(6,665)	420,140	510,830
Non-Departmental	940,900	61,760	1,002,660	942,355
Engineering	429,800	(61,040)	368,760	565,460
Building Maintenance	886,580	(163,425)	723,155	1,314,110
Custodial				
Public Works	215,020	(54,500)	160,520	197,070
Police	21,711,390	(15,284,455)	6,426,935	7,004,785
Ordinance Enforcement	228,595	(2,000)	226,595	253,855
Communications	1,857,200	(77,955)	1,779,245	2,015,510
Fire	10,132,820	(6,215,625)	3,917,195	6,155,405
Parks & Recreation	744,855	(172,305)	572,550	1,823,230
Recreation Center	1,161,280	118,980	1,280,260	1,448,305
Transfer Station	1,500	(115)	1,385	1,500
Pool	170,150	1,990	172,140	209,055
Youth Center	146,385	(62,920)	83,465	134,290
Operating Transfers	1,549,180	4,687,915	6,237,095	1,829,175
Housing & Development		711,600	711,600	711,600
Total General Fund	\$ 59,402,560	\$ (28,102,325)	\$ 31,300,235	\$ 51,291,650
Special revenue funds				
Highway User Revenue Fund-HUF	\$ 5,876,915	\$ 5,638,545	\$ 11,515,460	\$ 7,702,110
Cottonwood Area Transit-CAT / LYN	2,756,715	(281,555)	2,475,160	4,054,230
Library	1,229,380	(30,705)	1,198,675	1,328,220
Cemetery	435,300	(358,325)	76,975	138,210
Airport Fund	358,010	100,455	458,465	379,680
Grants	4,738,600	(2,776,900)	1,961,700	1,599,050
Community Development Block Grant	1,993,115	(1,635,580)	357,535	750,000
Total special revenue funds	\$ 17,388,035	\$ 655,935	\$ 18,043,970	\$ 15,951,500
Debt service funds				
Debt Service	\$ 2,005,885	\$ 1,935	\$ 2,007,820	\$ 2,013,135
Total debt service funds	\$ 2,005,885	\$ 1,935	\$ 2,007,820	\$ 2,013,135
Capital projects funds				
Capital Projects Fund	\$ 1,801,200	\$ 1,436,505	\$ 3,237,705	\$ 19,688,250
Total capital projects funds	\$ 1,801,200	\$ 1,436,505	\$ 3,237,705	\$ 19,688,250
FIDUCIARY FUNDS				
Volunteer Firefighter Fund	\$ 220,675	\$ 96,585	\$ 317,260	\$ 321,460
Health Fund	68,630	(1,260)	67,370	67,570
Total permanent funds	\$ 289,305	\$ 95,325	\$ 384,630	\$ 389,030
Enterprise funds				
Wastewater Treatment	\$ 8,353,670	\$ 3,851,775	\$ 12,205,445	\$ 15,790,050
Water System Operations	31,352,405	2,100,750	33,453,155	34,325,180
Total enterprise funds	\$ 39,706,075	\$ 5,952,525	\$ 45,658,600	\$ 50,115,230
Internal service funds				
Total internal service funds	\$ 120,593,060	\$ (19,960,100)	\$ 100,632,960	\$ 139,448,795
Total all funds	\$ 120,593,060	\$ (19,960,100)	\$ 100,632,960	\$ 139,448,795

* Includes actual expenditures/expenses recognized on the modified accrual or accrual basis as of the date the proposed budget was prepared, plus estimated expenditures/expenses for the remainder of the fiscal year.

**City of Cottonwood Tentative
Full-time employees and personnel compensation
Fiscal year 2023**

Fund	Full-time equivalent (FTE)	Employee salaries and hourly costs	Retirement costs	Healthcare costs	Other benefit costs	Total estimated personnel compensation
	2023	2023	2023	2023	2023	2023
General Fund	158.80	\$ 12,153,902	\$ 1,316,650	\$ 2,362,440	\$ 1,082,928	\$ 16,915,920
Special revenue funds						
Highway User Revenue Fund (HURF)	6.75	\$ 329,205	\$ 39,900	\$ 100,690	\$ 47,315	\$ 517,110
Cottonwood Area Transit	21.00	\$ 1,183,679	\$ 143,240	\$ 275,145	\$ 141,426	\$ 1,743,490
Library	8.00	\$ 478,821	\$ 48,830	\$ 103,220	\$ 42,259	\$ 673,130
Airport	1.25	\$ 106,365	\$ 12,930	\$ 28,200	\$ 8,435	\$ 155,930
Total special revenue funds	37.00	\$ 1,991,705	\$ 231,970	\$ 479,055	\$ 231,000	\$ 2,933,730
Debt service funds						
		\$	\$	\$	\$	\$
Total debt service funds		\$	\$	\$	\$	\$
Capital projects funds		\$	\$	\$	\$	\$
Total capital projects funds		\$	\$	\$	\$	\$
Permanent funds		\$	\$	\$	\$	\$
Total permanent funds		\$	\$	\$	\$	\$
Enterprise funds						
Wastewater Treatment	11.40	\$ 726,107	\$ 87,810	\$ 177,990	\$ 55,503	\$ 1,047,410
Water System Operations	24.60	\$ 1,597,379	\$ 192,640	\$ 332,740	\$ 162,521	\$ 2,285,280
Total enterprise funds	36.00	\$ 2,323,486	\$ 280,450	\$ 510,730	\$ 218,024	\$ 3,332,690
Internal service funds		\$	\$	\$	\$	\$
Total internal service fund		\$	\$	\$	\$	\$
Total all funds	231.80	\$ 16,469,093	\$ 1,829,070	\$ 3,352,225	\$ 1,531,952	\$ 23,182,340