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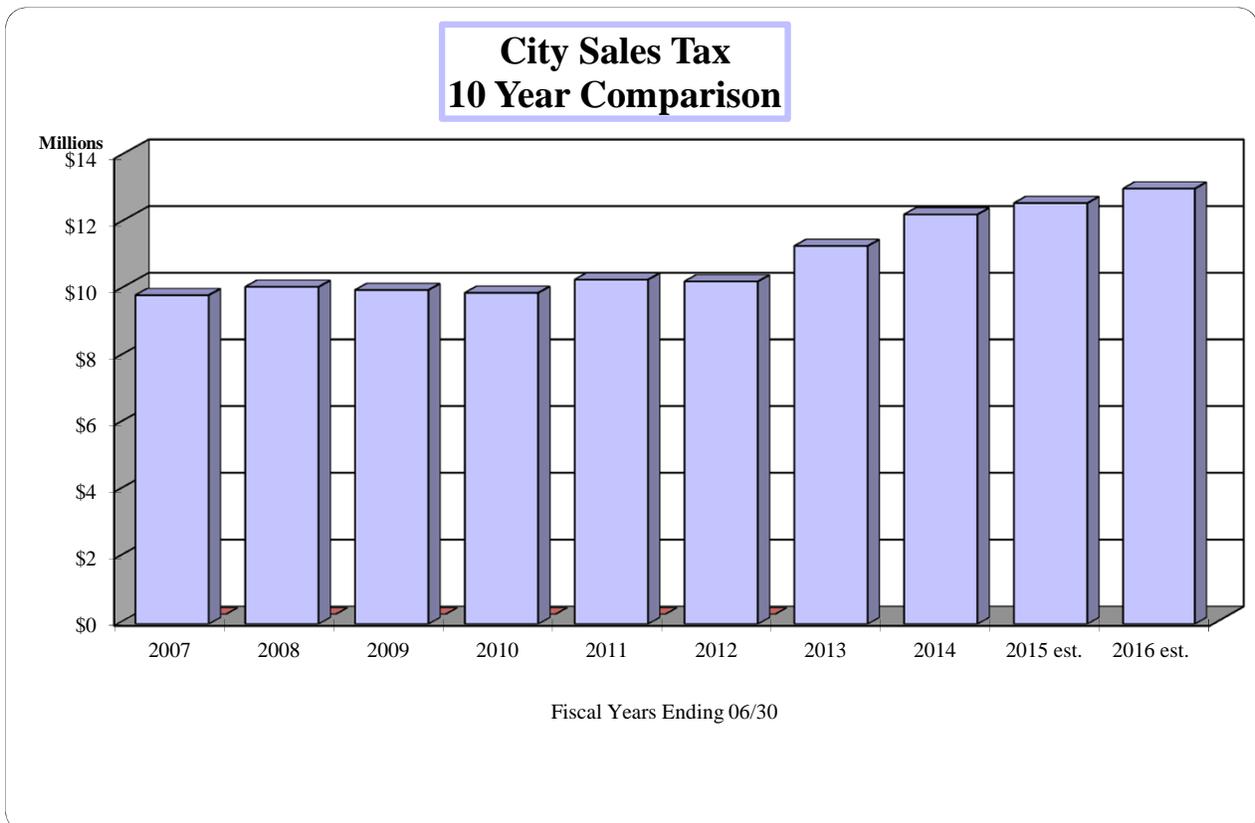
The Transaction Privilege Tax (sales tax) is collected on the gross receipts of business activities. Until 1987, the tax rate was one percent. In 1987, the voters approved an increase of one percent to fund the construction of the wastewater collection/treatment system. Again, in 1992, the voters approved an additional two tenths percent increase to construct a new city library. In 1999, a change was made in the method used to accrue tax revenues to coincide with the State of Arizona's collections. This change increased the accrual period from a 30-day period to a 60-day period, and has been carried over to the following years. The current tax rate is three percent (3%) after an increase of .8% in FY 2009.

Analysis:

The City of Cottonwood serves as the retail center of the upper Verde Valley. In fiscal years 2004-2008, gross business sales continued to increase proportionally to the population increase in the upper Verde Valley Area. Most of the population growth continues to be in the unincorporated areas.

The economic decline that affected the entire nation is clearly reflected in the FY 2009 and FY 2010 figures. The first full year of the .8% sales tax increase is reflected in the increase in FY 2010. A decline was originally budgeted for FY 2011. However, actual sales tax revenues were higher, 3.98% above FY 2010. The continued growth in sales tax since FY 2010's decline is partially due to the .8% sales tax increase. Although sales tax is showing growth with FY 2016 being estimated at 3.44 % higher than FY 2015 and 6.3% higher than 2014, the City is still not seeing sales at the same level as before the economic downturn.

Fiscal Year Ending 6/30	Amount	% Inc. / Dec.
2007	9,853,864	0.56%
2008	10,102,433	2.52%
2009	10,007,515	-0.94%
2010	9,925,087	-0.82%
2011	10,319,948	3.98%
2012	10,265,356	-0.53%
2013	11,329,353	10.36%
2014	12,276,616	8.36%
2015 est.	12,615,885	2.76%
2016 est.	13,050,320	3.44%



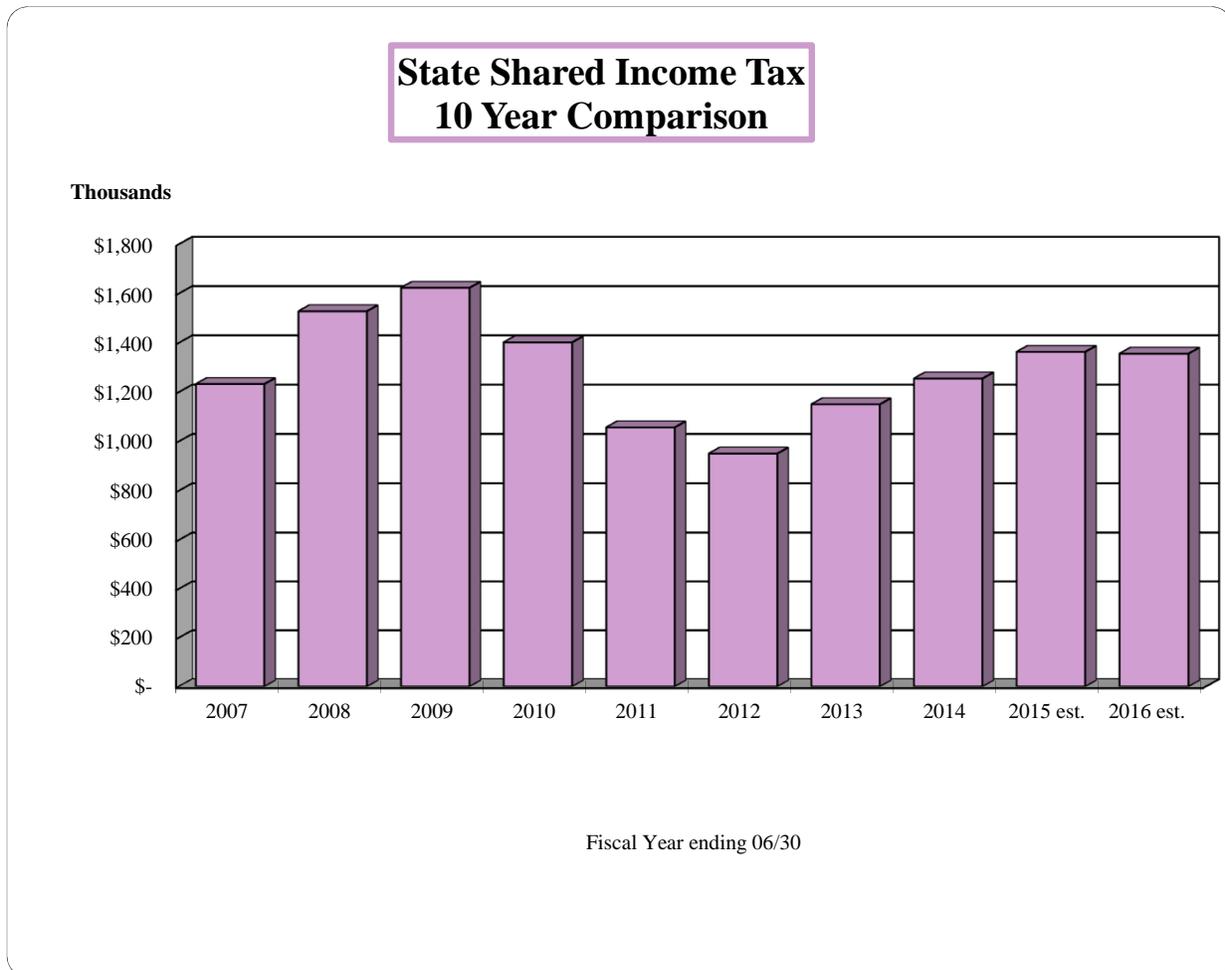
Description:

Arizona cities and towns share a portion of the total amount collected from the State Income Tax. A city's portion of the State Income Tax is based on the relationship of its population to the total population of all cities and towns within the state. These estimates are provided by the Arizona Department of Revenue and the League of Arizona Cities and Towns. These revenues are disbursed by the State two years after collection by the Arizona Department of Revenue.

Analysis:

The growth of this revenue has not been very consistent with the economy over the past few years. In fiscal years 2004 and 2005, this source suffered due to the slowing of the economy in 2002 and 2003, forcing the loss of jobs and since the State Income Tax system closely mirrored the Federal Income Tax system with similar allowed deductions. Federal tax cuts initiated by the federal government affected this State Shared revenue. In 2012, the state implemented new tax percentages that were not based on the IRS deductions which increased this revenue. The FY 2013 and FY 2014 both showed signs of the improving economy and the State has estimated that FY 2015 will show another increase of 8.5%. The City seems to be trending that. For FY 2016, a very slight decline is expected.

Fiscal Year Ending 6/30	Amount	% Inc. / Dec.
2007	1,232,997	28.30%
2008	1,528,328	23.95%
2009	1,623,403	6.22%
2010	1,402,140	-13.63%
2011	1,057,034	-24.61%
2012	950,774	-10.05%
2013	1,150,696	21.03%
2014	1,255,627	9.12%
2015 est.	1,363,620	8.60%
2016 est.	1,356,310	-0.54%



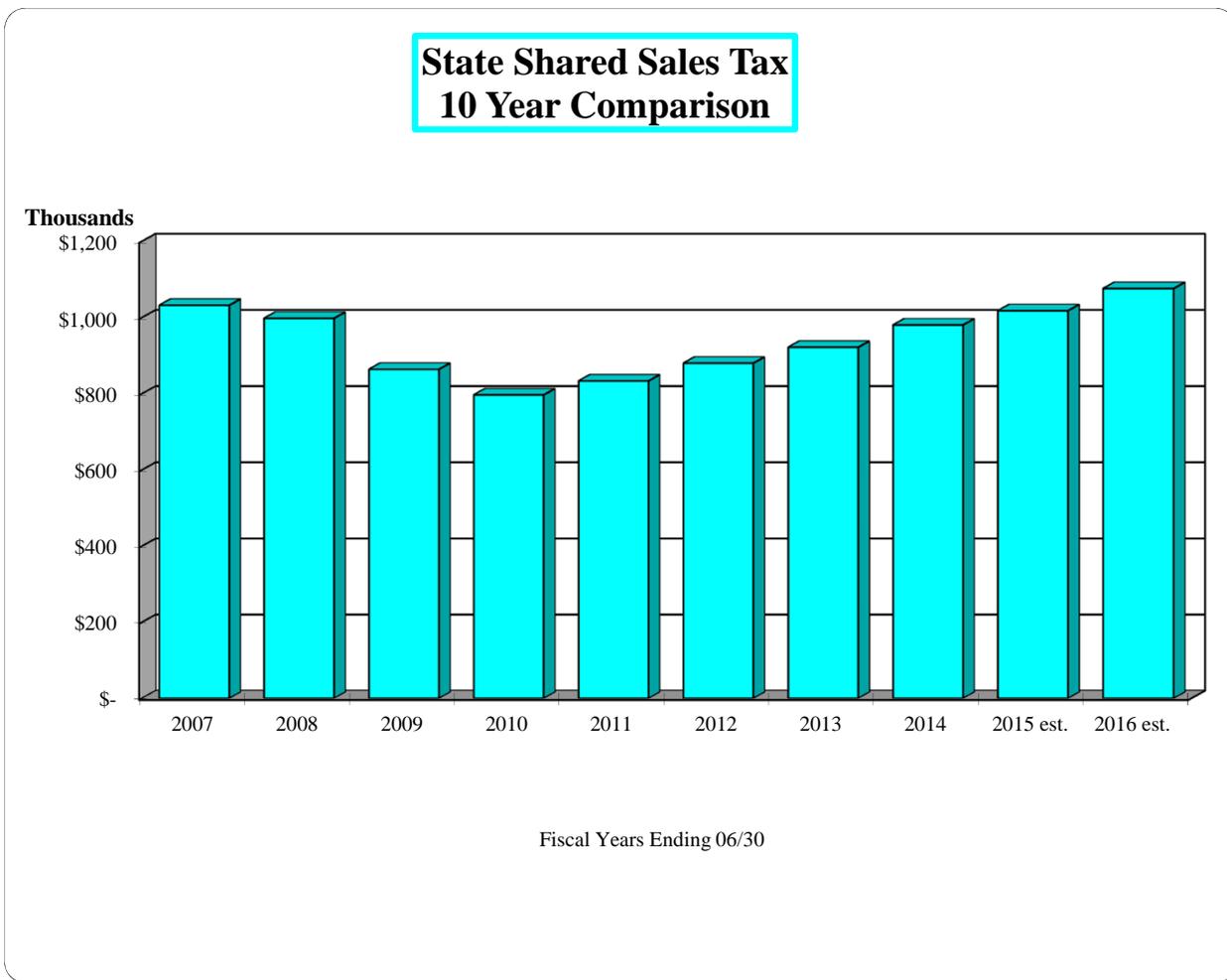
Description:

Arizona cities and towns share a portion of the total amount collected from the State Sales Tax. A city's portion of the State Sales Tax is based on the relationship of its population to the total population of all cities and towns within the state. The State has a separate tax code that differs from the City. For example, the State does not tax food whereas the City does. Correlations between the City sales tax projection and State Shared Sales Tax do not relate. The estimate is provided by the Arizona Department of Revenue and the League of Arizona Cities and Towns.

Analysis:

The increase in population numbers deferred the impact of the slowing economy until FY 2008 through FY 2010. Since then the economy has been showing signs of recovery with steady increases from FY 2011 to FY 2014 estimates. The growth of this revenue is based on the current economic expansion and the growing population in Arizona. Despite the state's estimation of a 7.10% growth for FY 2015 over FY 2014, the City's estimation has not been trending accordingly. However, for FY 2016 a slightly larger growth is anticipated.

Fiscal Year	Amount	% Inc. / Dec.
Ending 6/30		
2007	1,032,214	7.41%
2008	998,077	-3.31%
2009	864,056	-13.43%
2010	796,966	-7.76%
2011	833,600	4.60%
2012	880,250	5.60%
2013	922,061	4.75%
2014	980,537	6.34%
2015 est.	1,017,890	3.81%
2016 est.	1,076,180	5.73%



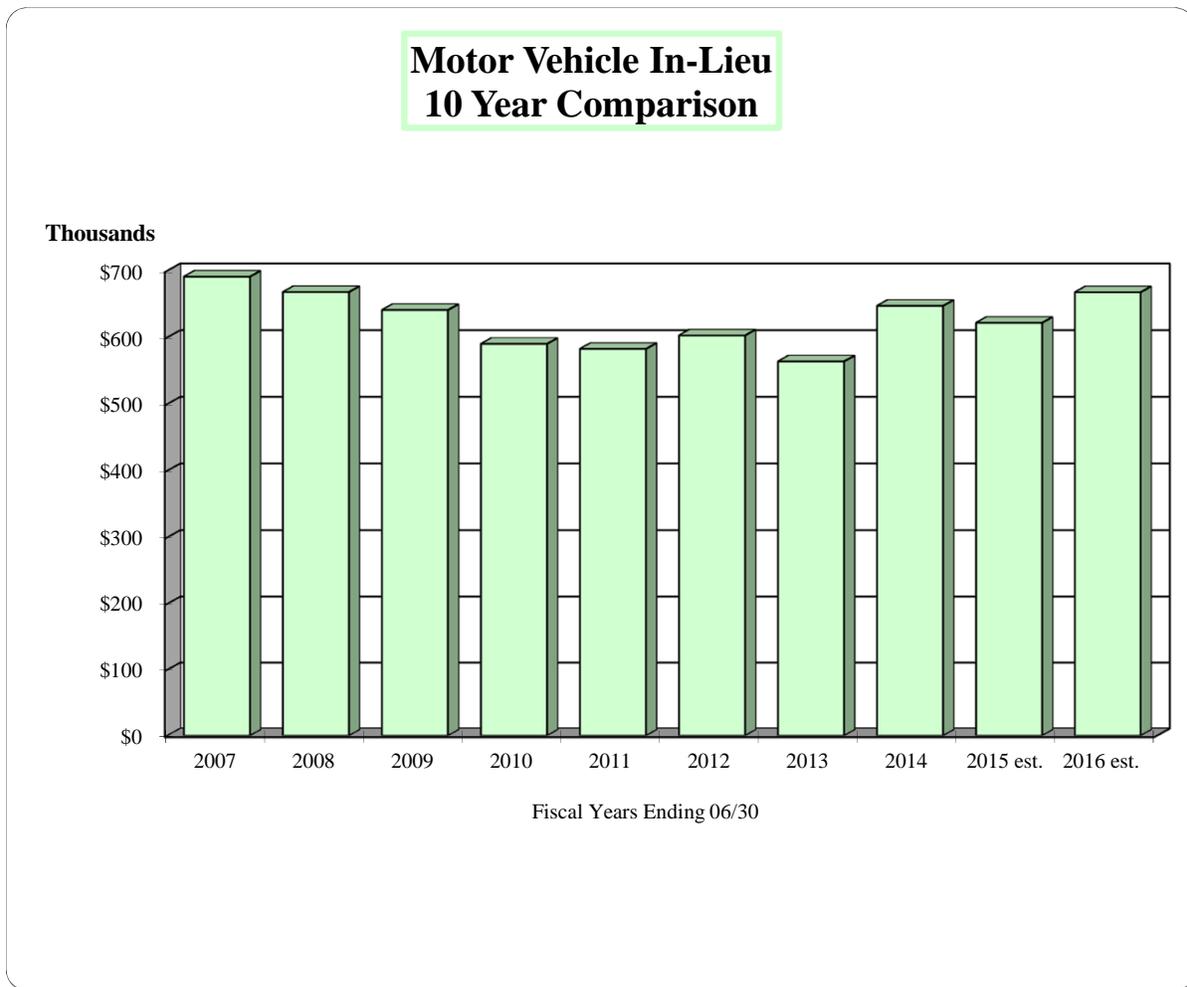
Description:

Arizona cities receive a 25% share of the net revenues collected for the licensing of vehicles in their related county. Each city's share within their county is determined based on the city's population in relation to the county as a whole. These revenues are distributed by the State Treasurer. The State began distributing the revenues collected directly to the communities rather than giving it to the counties and letting them distribute the funds. This change reduced the lag time by half for the communities to receive their revenues.

Analysis:

The falling auto sales in FY 2008 through FY 2010 is reflected in this chart. These revenues were still declining in FY 2011 and although there was a slight increase in FY 2012. The League of Arizona Cities and Towns has projected a decrease in these revenues for FY 2013 and an estimated increase for FY 2014 of 17.08%, and again another decrease for FY 2015 of 5.81%. The current number for FY 2014 is slightly behind the projection but FY 2015 shows a smaller decrease. For FY 2016, a relative higher increase has been estimated.

Fiscal Year Ending 6/30	Amount	% Inc. / Dec.
2007	690,992	-0.70%
2008	667,929	-3.34%
2009	640,992	-4.03%
2010	590,201	-7.92%
2011	582,707	-1.27%
2012	602,832	3.45%
2013	563,851	-6.47%
2014	647,250	14.79%
2015 est.	621,770	-3.94%
2016 est.	667,580	7.37%



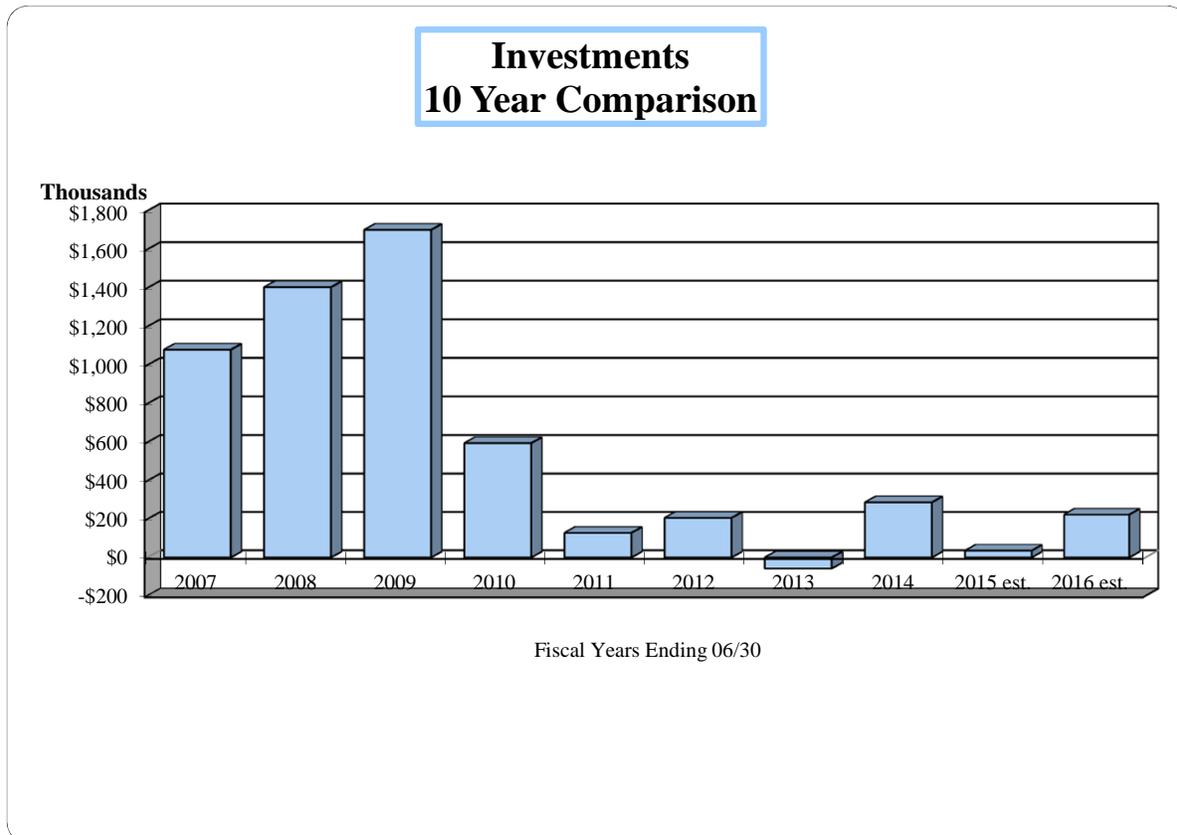
Description:

Investment income is derived from idle funds which include the proceeds from bonds during the time of construction, planned reserves, fund balances and operating funds received in advance of required needs. Unrealized gains and losses are included to reflect the fair market value of investments.

Analysis:

In 2005, the rise in interest rates and the acquisition of four water companies requiring substantial debt service and capital improvement reserves were driving these revenues to the growth you see in FY 2007 through FY 2009. The growth of these revenues began to slow in FY 2010 as interest rates had started dropping dramatically and the City began to use funds from its capital reserves for major projects in order to bolster the local economy. By FY 2013, with interest rates in the .03% range and much of the capital reserves having been used, the City began cashing in investments and taking a loss on those investments. The city increased its cash position and stopped investing any excess funds in order to have better availability to resources and has stabilized this revenue source. For FY 2016, we will see an increase in investment income due to replenishment of some of our capital reserves through some bonding for capital projects.

Fiscal Year	Amount	% Inc. / Dec.
Ending 6/30		
2007	1,079,902	43.99%
2008	1,403,868	30.00%
2009	1,701,210	21.18%
2010	595,496	-65.00%
2011	128,312	-78.45%
2012	206,489	60.93%
2013	(57,590)	-127.89%
2014	287,425	-599.09%
2015 est.	35,655	-87.60%
2016 est.	223,485	526.80%



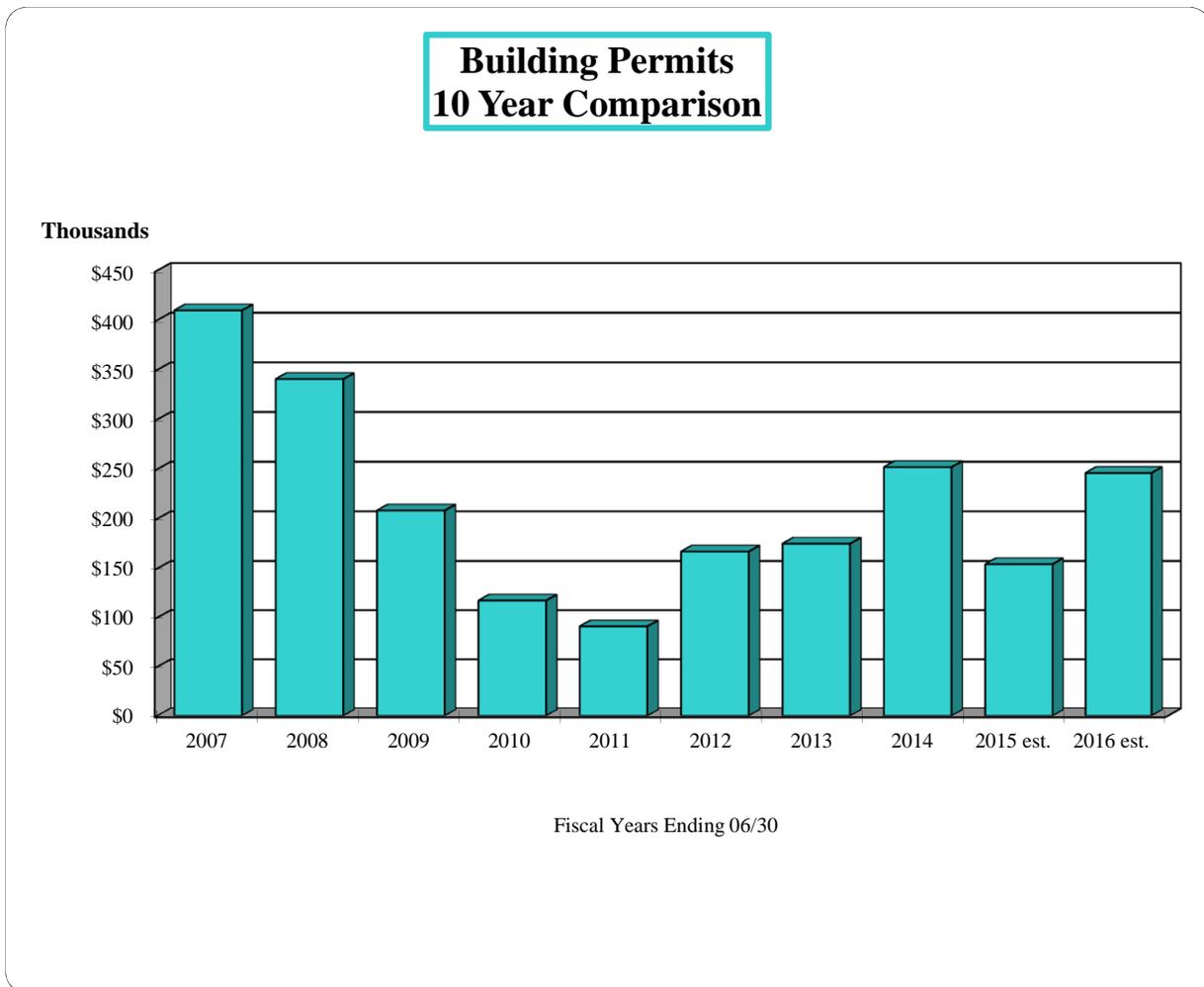
Description:

Building permits are assessed based on the City's building codes. Fees are charged for building, plumbing, mechanical and electrical activities. Inclusive, fees are assessed for plan checks and signs.

Analysis:

From FY 2004 through FY 2006, the City saw growth of these revenues as the local hospital and medical facilities were expanded, and businesses were moving into Cottonwood. Included in the growth was a WalMart Supercenter which opened its doors early in the third calendar quarter of 2004. Since FY 2008, the slowing economy has led to a continued decrease in revenue. The decrease came to a halt in FY 2012 and in FY 2014 reached a revenue level that exceeded that of FY 2009. For FY 2016, a strong increase is anticipated due to a stronger than modest growth in the commercial sector.

Fiscal Year	Amount	% Inc. / Dec.
Ending 6/30		
2007	409,752	25.21%
2008	340,638	-16.87%
2009	208,297	-38.85%
2010	117,278	-43.70%
2011	91,054	-22.36%
2012	167,007	83.42%
2013	174,930	4.74%
2014	252,014	44.07%
2015 est.	154,300	-38.77%
2016 est.	246,100	59.49%



Description:

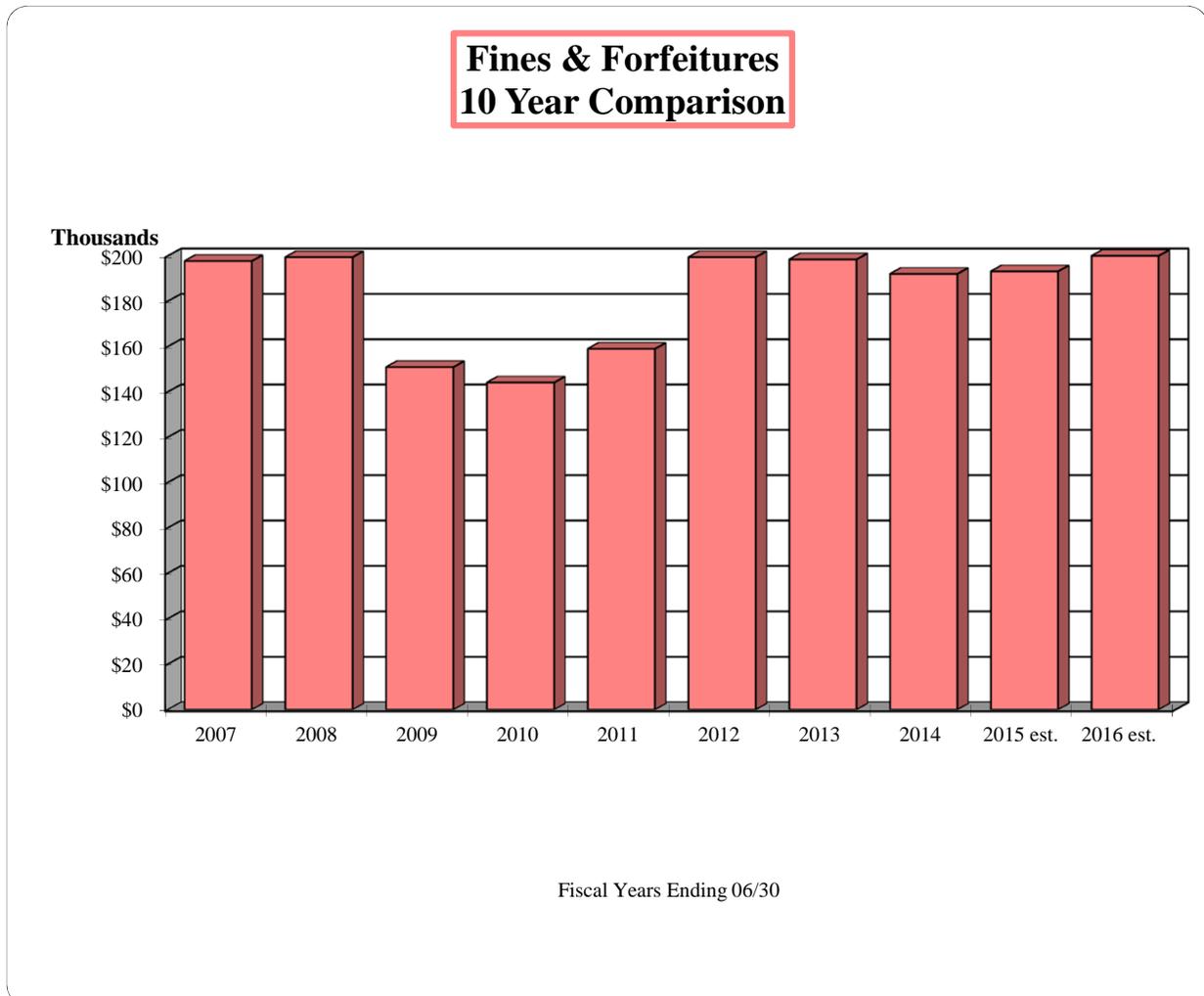
Fines and Forfeitures are generated as a result of imposed fines for the violation of various state laws and city ordinances. They include traffic violations, violations of city code and other criminal misdemeanors.

Court Appointed Attorney Reimbursements and Court Deferred Surcharges have been removed from the total to give a more accurate account of the Fines and Forfeitures revenue.

Analysis:

This City revenue fluctuates each year based on traffic enforcement. An interim magistrate was appointed in early FY 2005 after the sitting magistrate resigned his position. The new interim magistrate made some major changes in the way the Court conducted business which in turn improved the collections. Since that time, a full-time magistrate has been appointed by the City Council. The Court Enhancement Fee, introduced in FY 2010 and authorized by the State, helps the Court stay current with technology and other capital needs.

Fiscal Year Ending 6/30	Amount	% Inc. / Dec.
2007	197,714	-8.68%
2008	199,435	0.87%
2009	150,913	-24.33%
2010	144,122	-4.50%
2011	158,977	10.31%
2012	199,445	25.46%
2013	198,445	-0.50%
2014	192,054	-3.22%
2015 est.	193,170	0.58%
2016 est.	200,000	3.54%



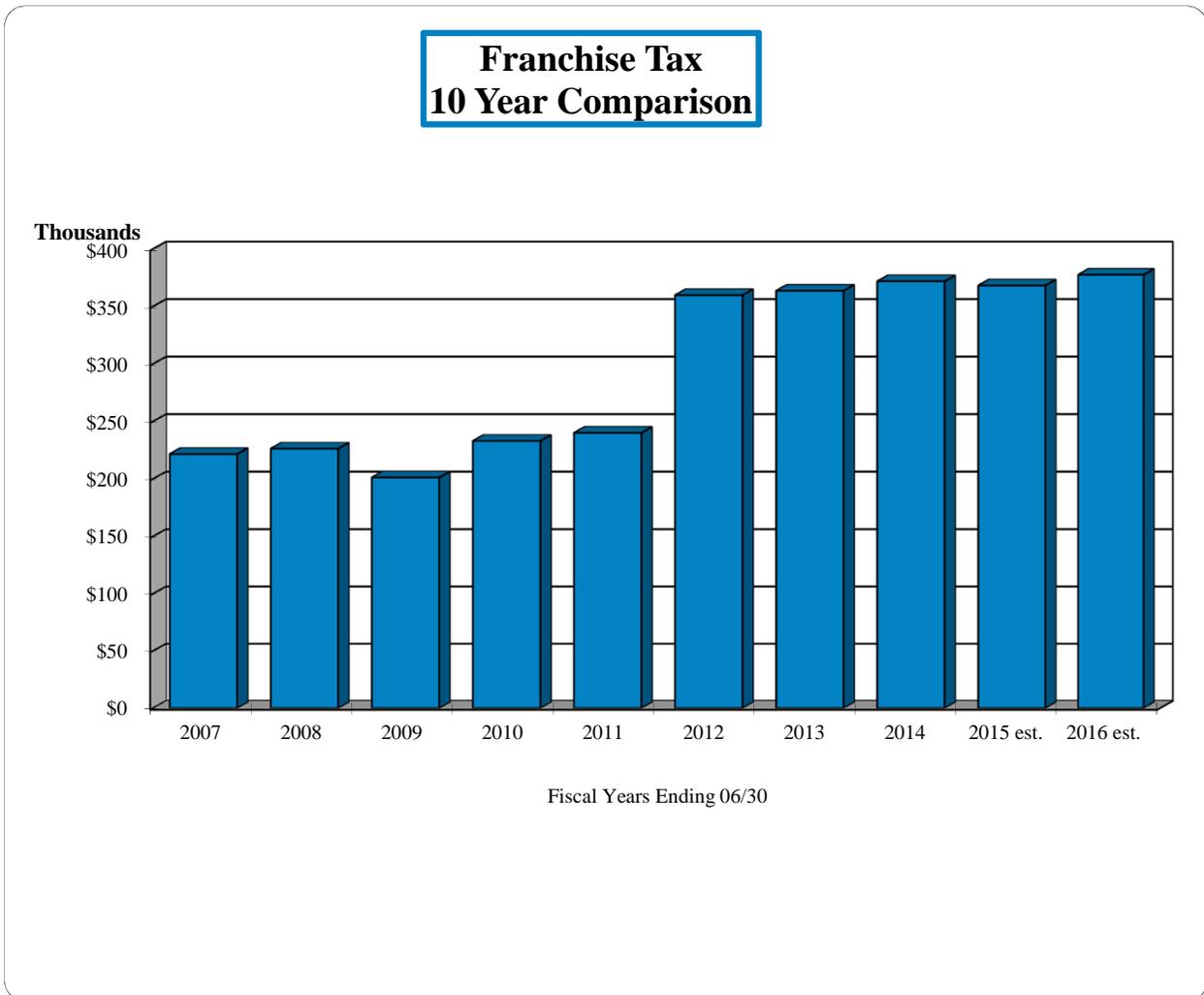
Description:

The Franchise Tax is based on the gross sales of the utility companies. Those currently paying the tax are: Arizona Public Service (2%), Citizens Gas (2%), Cable One (3%), and CableComm (1%).

Analysis:

This revenue has shown a steady increase as the utility companies continue to increase their rates to cover costs. In FY 2009 a decrease was realized as the economy continued to falter. FY 2010 showed a rebound most likely due to the rate increase APS got approved by the Corporation Commission. FY 2012 showed a strong surge which was followed by a sharp decline in the following year. Since FY 2013, these revenues have been hovering around the same level.

Fiscal Year	Amount	% Inc. / Dec.
Ending 6/30		
2007	221,675	2.99%
2008	226,368	2.12%
2009	201,322	-11.06%
2010	233,129	15.80%
2011	240,140	3.01%
2012	359,872	49.86%
2013	363,653	1.05%
2014	371,886	2.26%
2015 est.	368,275	-0.97%
2016 est.	377,620	2.54%



Description:

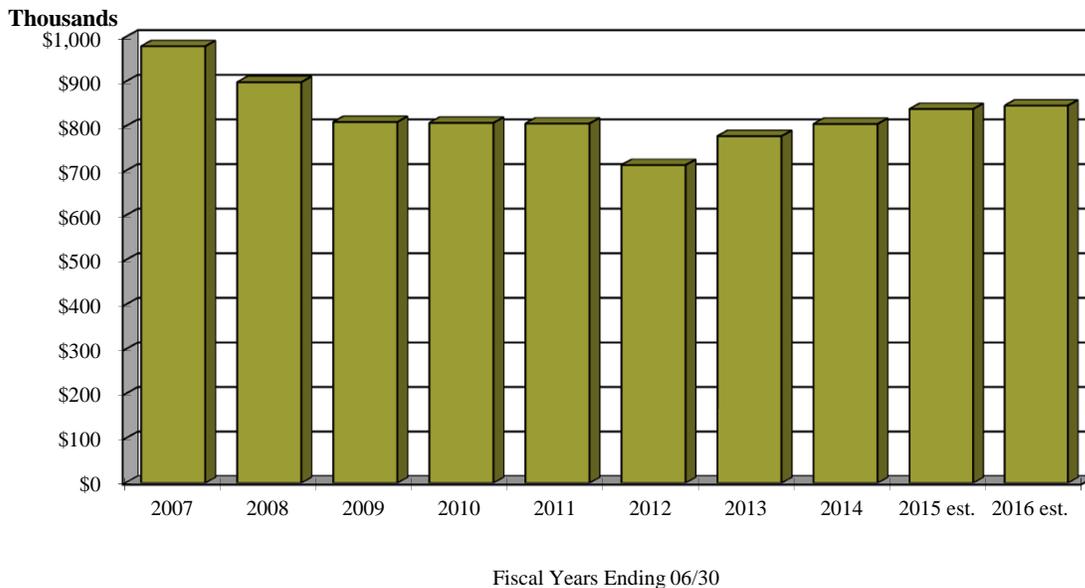
Arizona cities receive a share of State Motor Vehicle Fuel Taxes (Highway User Revenue Funds). The formula is based on two separate calculations; the first half is based on a city's population in relation to the State's total population, the second is based on the county in which the revenues were generated. These funds must be utilized for the construction and maintenance of streets and highways.

Analysis:

This State shared revenue has been fluctuating. The tax is based on a fixed charge per gallon of fuel and not a percentage of the fuel purchased. Fiscal year 2016 shows only a small increase in the estimates from the state.

Fiscal Year Ending 6/30	Amount	% Inc. / Dec.
2007	979,659	3.85%
2008	899,089	-8.22%
2009	809,827	-9.93%
2010	807,864	-0.24%
2011	806,386	-0.18%
2012	713,231	-11.55%
2013	778,265	9.12%
2014	805,540	3.50%
2015 est.	839,050	4.16%
2016 est.	846,670	0.91%

**Highway User Revenue Fund - HURF
 10 Year Comparison**



Local Transportation Assistance Fund Revenues - LTAF

Description:

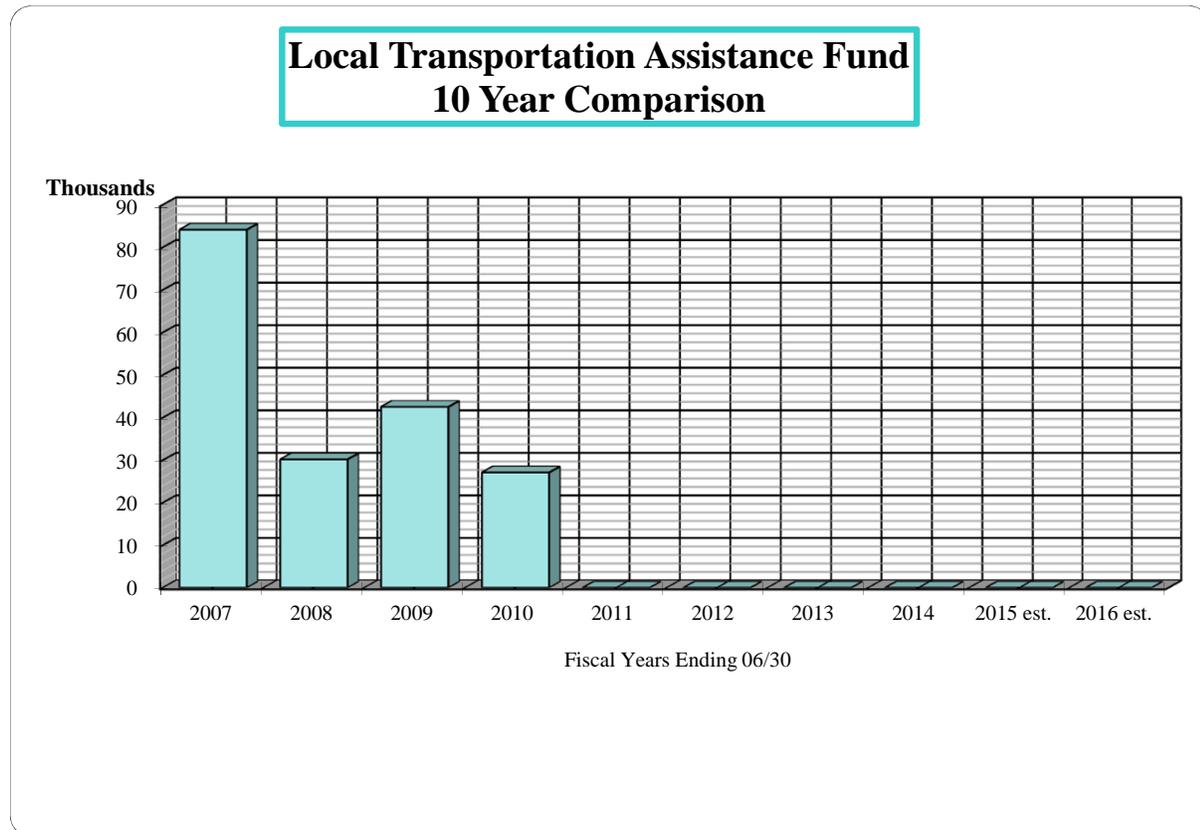
Local Transportation Assistance Fund Revenues (LTAF) consist of two LTAF distributions, LTAF and LTAF II. LTAF monies are derived from the State Lottery Fund. Arizona cities have been receiving a portion of the proceeds of the Arizona lottery since 1982. The original LTAF allocation was based on individual cities' populations in relation to the total state population. Eligible expenditures for these funds include street and highway projects as well as transit programs. The legislature set a ceiling on the amount of lottery funds which the state would have to share. This ceiling was set at \$23,000,000 since the program's inception.

LTAF II monies are derived from the Powerball Lottery and were distributed since 1997. The LTAF II allocations were awarded as a grant to cities and towns on a one to four match and could only be used for public transportation services, including operating and capital purposes.

Analysis:

This program was swept by the State in FY 2010 resulting in the drastic decline in revenues received. As of FY 2011, this program is no longer be funded by the State due to the need to keep the funds at the State level.

Fiscal Year	Amount	% Inc. / Dec.
Ending 6/30 2007	84,155	51.89%
2008	30,207	-64.11%
2009	42,541	40.83%
2010	27,118	-36.25%
2011	0	-100.00%
2012	0	0.00%
2013	0	0.00%
2014	0	0.00%
2015 est.	0	0.00%
2016 est.	0	0.00%



Description:

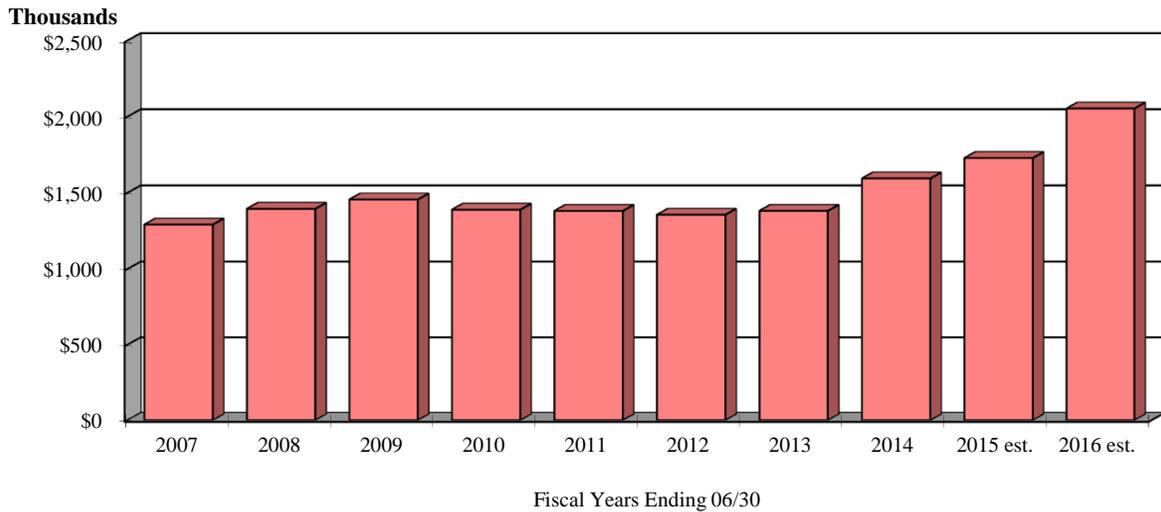
User Fees are charged to residential, commercial and industrial customers for the collection and treatment of wastewater. In addition, the City levies tap fees on all new construction.

Analysis:

These revenues increased through FY 2009 due to steady city growth. The system became operational October 1, 1990. The initial residential user fee was \$6.75 per month. The rate was increased in 1995 to \$13.20 per month, which the Council at the time froze for a five year period. The rate of \$16.75 was established in 2002. With City growth and the aging system in FY 2014, a rate study was established and the rate was increased to \$26.25 effective October 1, 2014. These fees are evaluated annually to determine if an increase is necessary.

Fiscal Year Ending 6/30	Amount	% Inc. / Dec.
2007	1,291,744	-8.26%
2008	1,395,464	8.03%
2009	1,456,567	4.38%
2010	1,389,721	-4.59%
2011	1,381,487	-0.59%
2012	1,356,438	-1.81%
2013	1,381,902	1.88%
2014	1,594,815	15.41%
2015 est.	1,728,910	8.41%
2016 est.	2,053,940	18.80%

**Wastewater Service
 10 Year Comparison**



Description:

User Fees are charged to residential, commercial and industrial customers for the distribution of water. These User Fees are not only for the maintenance and operations of the system, but also for administration, utility billing, debt service payments, as well as future capital improvements to the system. Conservation Fees are also collected by the City, however, not tracked as a major revenue source.

Analysis:

These revenues have been steadily growing since the acquisition of the last area water company in early 2006. The base fee was set at \$23.74 in 2011. These rates are evaluated annually to determine if an increase is necessary. The latest rate increase was in FY 2015, with differential rates for inside and outside City limits. The base fee is setup by the water line size with additional charges in a tiered structure starting after the first 1,000 gallons. The rate structure is listed below.

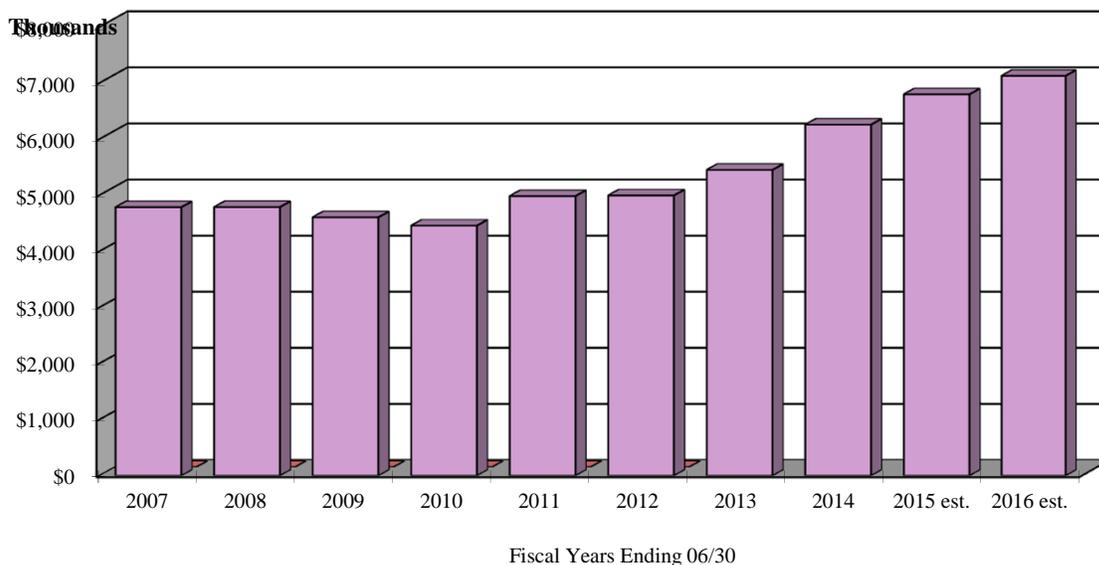
Fiscal Year	Amount	% Inc. / Dec.
Ending 6/30		
2007	4,787,501	29.66%
2008	4,789,358	0.04%
2009	4,607,776	-3.79%
2010	4,459,160	-3.23%
2011	4,985,843	11.81%
2012	4,997,833	0.24%
2013	5,453,178	9.11%
2014	6,259,609	14.79%
2015 est.	6,800,740	8.64%
2016 est.	7,130,170	4.84%

Base Rate (effective in FY 2015)

	Inside	Outside
	24.76	32.19
Block 1 (1,001-5,000 gal)	3.07	4.00
Block 2 (5,001-10,000 gal)	4.23	5.50
Block 3 (10,001-15,000 gal)	6.03	7.84
Block 4 (≥ 15,001 gal)	8.59	11.16

Block 1 (1,001-5,000 gal)
 Block 2 (5,001-10,000 gal)
 Block 3 (10,001-15,000 gal)
 Block 4 (≥ 15,001 gal)

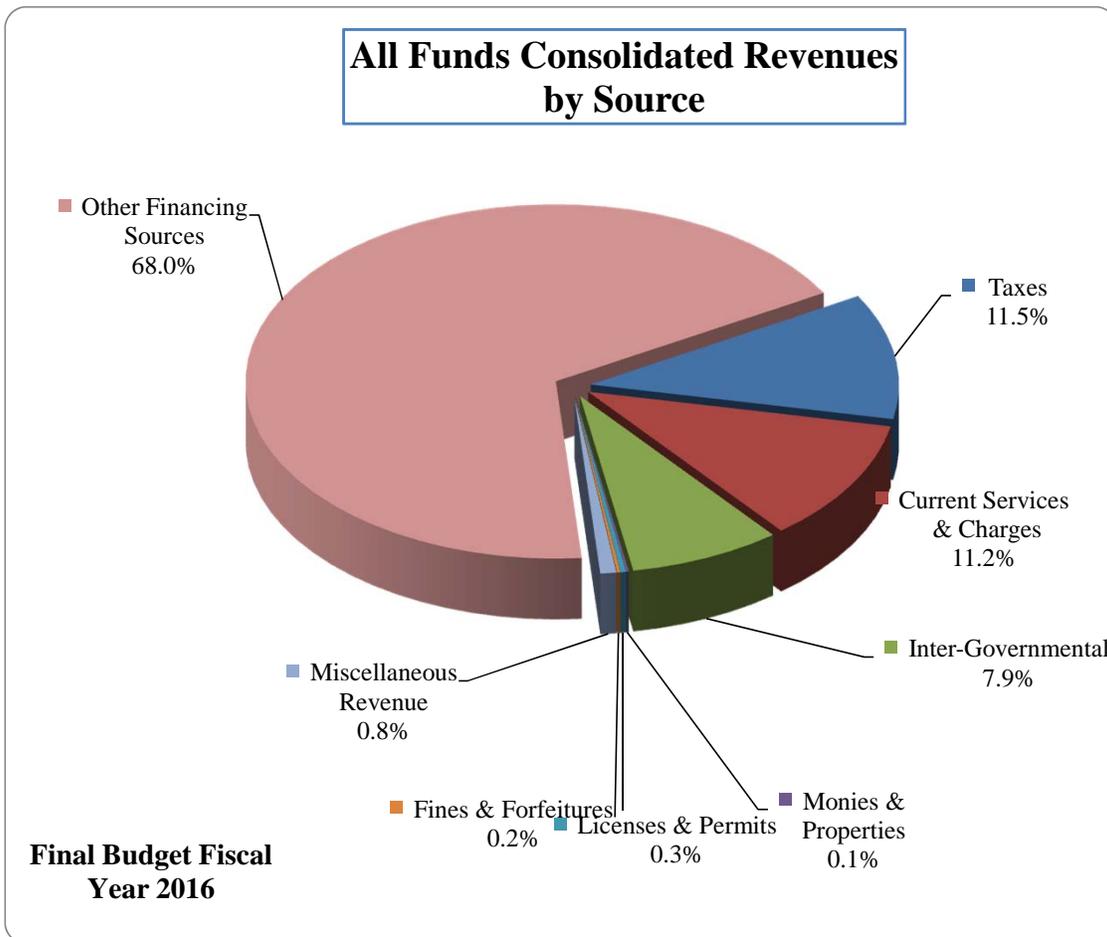
**Water Service User Fees
 10 Year Comparison**



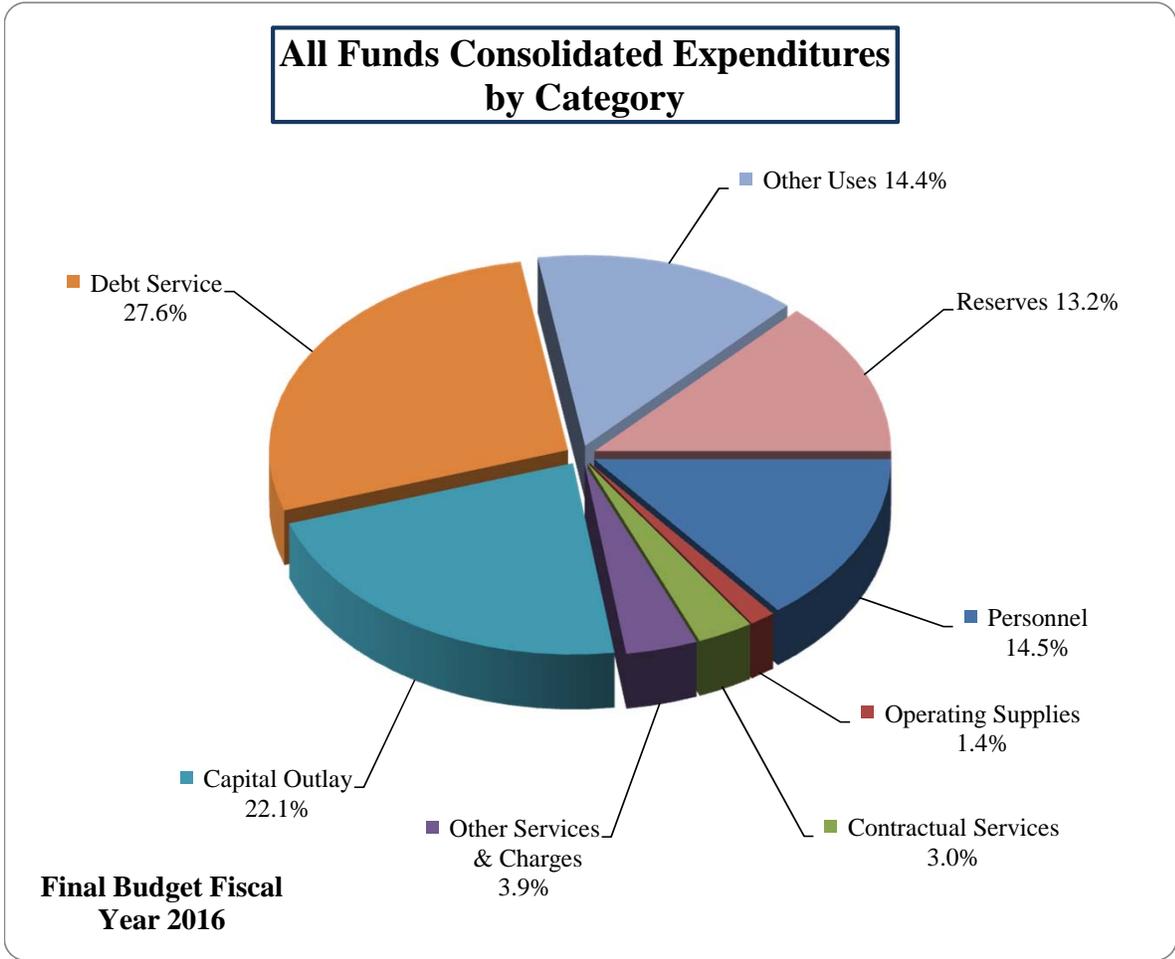
**Comprehensive Summary Revenues & Expenditures
All Funds**

Fund	2014	2015		2016	Percent Change
	Actual	Budget	Revised	Final	
Revenues Sources:					
General Fund	\$17,075,823	\$17,738,460	\$17,511,595	\$18,297,625	4.49%
Special Revenue Funds	3,190,425	5,665,740	2,948,370	6,377,755	116.31%
Capital Projects Funds	383,718	180,000	16,560	180,000	986.96%
Debt Service Funds	1,540,235	2,071,975	2,072,335	2,072,335	0.00%
Enterprise Funds	9,645,057	9,718,110	9,864,320	10,523,005	6.68%
Fiduciary Funds	41,259	1,200	15,600	15,625	0.16%
Total Revenues	31,876,517	35,375,485	32,428,780	37,466,345	15.53%
Other Financing Sources:					
Transfers In	1,055,086	8,625,630	2,210,835	15,175,210	586.40%
Carryover	0	22,107,790	21,559,060	43,842,465	103.36%
Residual Equity Interfund Transfer	0	0	0	0	0.00%
Proceeds from Lease Purchase	2,850,000	0	0	0	0.00%
Proceeds from Bonds	0	20,530,000	26,965,900	20,600,000	100.00%
Total Other Financing Sources	3,905,086	51,263,420	50,735,795	79,617,675	56.93%
Total Available Resources	35,781,602	86,638,905	83,164,575	117,084,020	40.79%
Expenditures:					
General Fund	16,826,482	17,869,400	17,670,375	18,855,010	6.70%
Special Revenue Funds	4,373,811	14,446,395	6,548,960	14,067,165	114.80%
Capital Projects Funds	2,824,390	2,407,300	1,876,550	819,000	-56.36%
Debt Service Funds	1,540,235	1,541,275	1,541,635	1,541,635	0.00%
Enterprise Funds	7,882,175	29,148,530	9,349,145	53,274,765	469.84%
Fiduciary Funds	7,656	72,075	75,380	85,435	13.34%
Total Expenditures	33,454,748	65,484,975	37,062,045	88,643,010	139.17%
Other Uses:					
Transfers Out	1,055,086	8,625,630	2,097,235	12,434,740	492.91%
Reserves	329,268	12,528,300	38,963,300	16,006,270	-58.92%
Total Other Financing Uses	1,384,354	21,153,930	41,060,535	28,441,010	-30.73%
Total Expenditures and Other Uses	34,839,103	86,638,905	78,122,580	117,084,020	49.87%
Net Income	\$942,500	\$0	\$5,041,995	\$0	\$0
Ending Fund Balance/Retained Earnings Designation					
Operating Surplus/(Losses)	3,348,916	0	0		0.00%
Designated Reserves FY's prior to 2012	1,210,125	0	0		0.00%
Cash Reserves FY's prior to 2012	0	0	0		0.00%
Restricted	0	0	33,603		-100.00%
Committed	0	0	0		0.00%
Assigned	0	0	0		0.00%
Unassigned	0	0	0		0.00%
Ending Balances (06/30)	\$4,559,042	\$0	\$33,600		-100.00%

Revenues for All Funds	
Taxes	\$13,427,940
Current Services & Charges	13,094,845
Inter-Governmental	9,283,890
Monies & Properties	148,085
Licenses & Permits	336,100
Fines & Forfeitures	200,000
Miscellaneous Revenue	975,485
Subtotal	\$37,466,345
Other Financing Sources	79,617,675
Total Revenues for All Funds	\$117,084,020



Expenditures for All Funds	
Personnel	\$17,694,105
Operating Supplies	1,696,870
Contractual Services	3,704,670
Other Services & Charges	4,746,900
Capital Outlay	27,013,925
Debt Service	33,708,705
Subtotal	<u>88,565,175</u>
Other Uses - Transfers Out	<u>17,581,075</u>
Reserves	<u>16,084,105</u>
Total Expenditures for All Funds	<u><u>\$122,230,355</u></u>



Fiscal Year 2016 Budget
Consolidated Budget Summary - By Fund

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	General Fund	Special Revenue Funds	Debt Service Fund	Capital Projects Fund	Enterprise Fund	Fiduciary Funds	Grand Total
Beginning Balance @ 07/01/2015	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Funding Sources							
Taxes	\$11,105,755	\$250,000	\$2,072,185	\$0	\$0	\$0	\$13,427,940
Licenses & Permits	336,100	0	0	0	0	0	336,100
Intergovernmental	3,670,865	5,613,025	0	0	0	0	9,283,890
Charges for Services	2,909,405	414,600	0	0	9,770,840	0	13,094,845
Fines and Forfeitures	200,000	0	0	0	0	0	200,000
Uses of Monies & Prop.	46,000	83,575	150	0	2,735	15,625	148,085
Miscellaneous	29,500	16,555	0	180,000	749,430	0	975,485
Total Revenues	18,297,625	6,377,755	2,072,335	180,000	10,523,005	15,625	37,466,345
Other Financing Sources	5,041,995	10,489,985	1,740,830	12,321,160	49,953,895	69,810	79,617,675
Total Revenue & Other Financing Sources	23,339,620	16,867,740	3,813,165	12,501,160	60,476,900	85,435	117,084,020
Total Available All Sources	\$23,339,620	\$16,867,740	\$3,813,165	\$12,501,160	\$60,476,900	\$85,435	\$117,084,020
Expenditures							
Personnel	13,682,395	1,893,060	0	0	2,118,650	0	17,694,105
Operating Supplies	537,020	505,150	0	0	654,700	0	1,696,870
Contractual Services	1,446,725	797,815	360	0	1,456,170	3,600	3,704,670
Other Services & Charges	2,242,045	881,615	0	9,000	1,610,240	4,000	4,746,900
Capital Outlay	513,350	9,989,525	0	810,000	15,701,050	0	27,013,925
Debt Services	433,475	0	1,541,275	0	31,733,955	0	33,708,705
Subtotal of Expenditures	18,855,010	14,067,165	1,541,635	819,000	53,274,765	7,600	88,565,175
Other Uses							
Transfers Out	826,810	2,800,575	2,271,530	11,682,160	0	0	17,581,075
Reserves	3,657,800	2,692,645	2,271,530	182,160	7,202,135	77,835	16,084,105
	4,484,610	5,493,220	4,543,060	11,864,320	7,202,135	77,835	33,665,180
Total Expenditures & Other Uses	23,339,620	19,560,385	6,084,695	12,683,320	60,476,900	85,435	122,230,355
Net Income	(\$0)	(\$2,692,645)	(\$2,271,530)	(\$182,160)	\$0	\$0	(\$5,146,335)
Use of Fund Balance	(\$0)	(\$2,692,645)	(\$2,271,530)	(\$182,160)	\$0	\$0	(\$5,146,335)
Estimated Ending Balance @ 06/30/2015	0	(2,692,645)	(2,271,530)	(182,160)	0	0	(5,146,335)
Total Commitments and Fund Balances	\$23,339,620	\$16,867,740	\$3,813,165	\$12,501,160	\$60,476,900	\$85,435	\$117,084,020

GENERAL FUND

The General Fund is the general operating fund of the City. It is used to account for all financial resources except those to be accounted for in another fund. The General Fund includes the basic governmental functions of the City such as General Government, Public Safety, and Culture and Recreation.

Fund Number
01

Description
General Fund

The following departments are funded by the General Fund:

General Government

- Administration
- City Clerk
- Human Resources
- City Council
- Natural Resources
- Finance
- Information Technology
- Purchasing
- Community Development
- Economic Development
- Municipal Court
- Legal
- Non-Departmental
- Engineering Services
- Public Works
- Building Maintenance
- Custodial
- Transfer Station

Public Safety

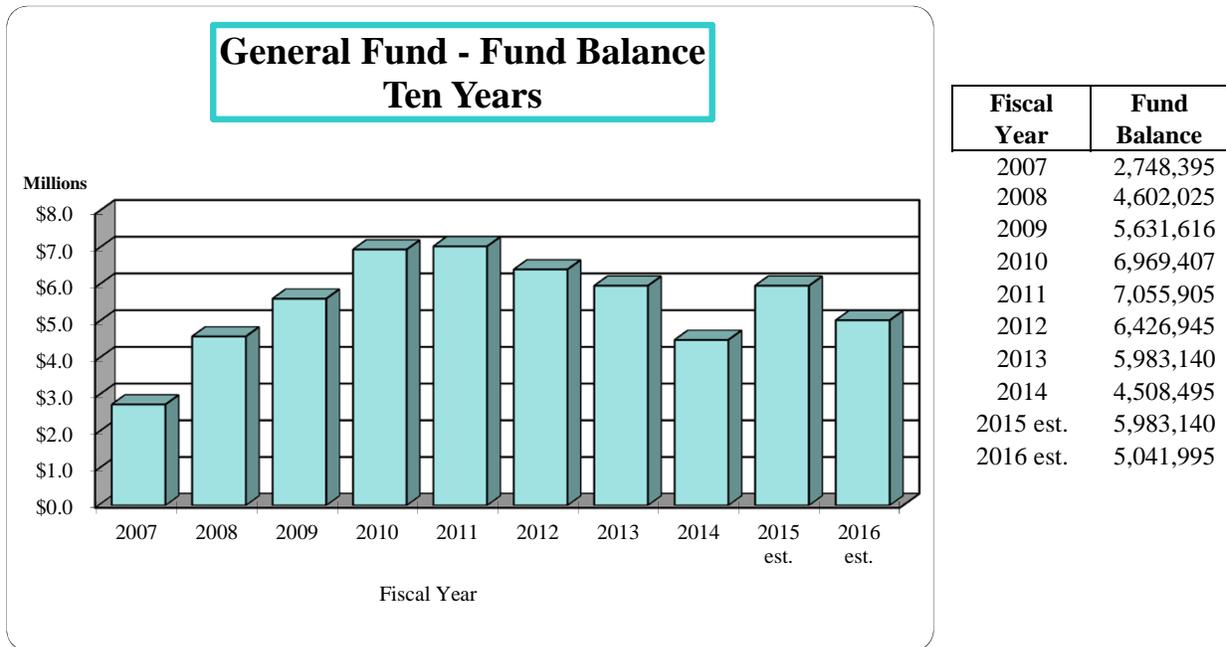
- Police
- Ordinance Enforcement
- Communications
- Fire

Culture & Recreation

- Parks & Recreation
- Recreation Center

Fund Balance:

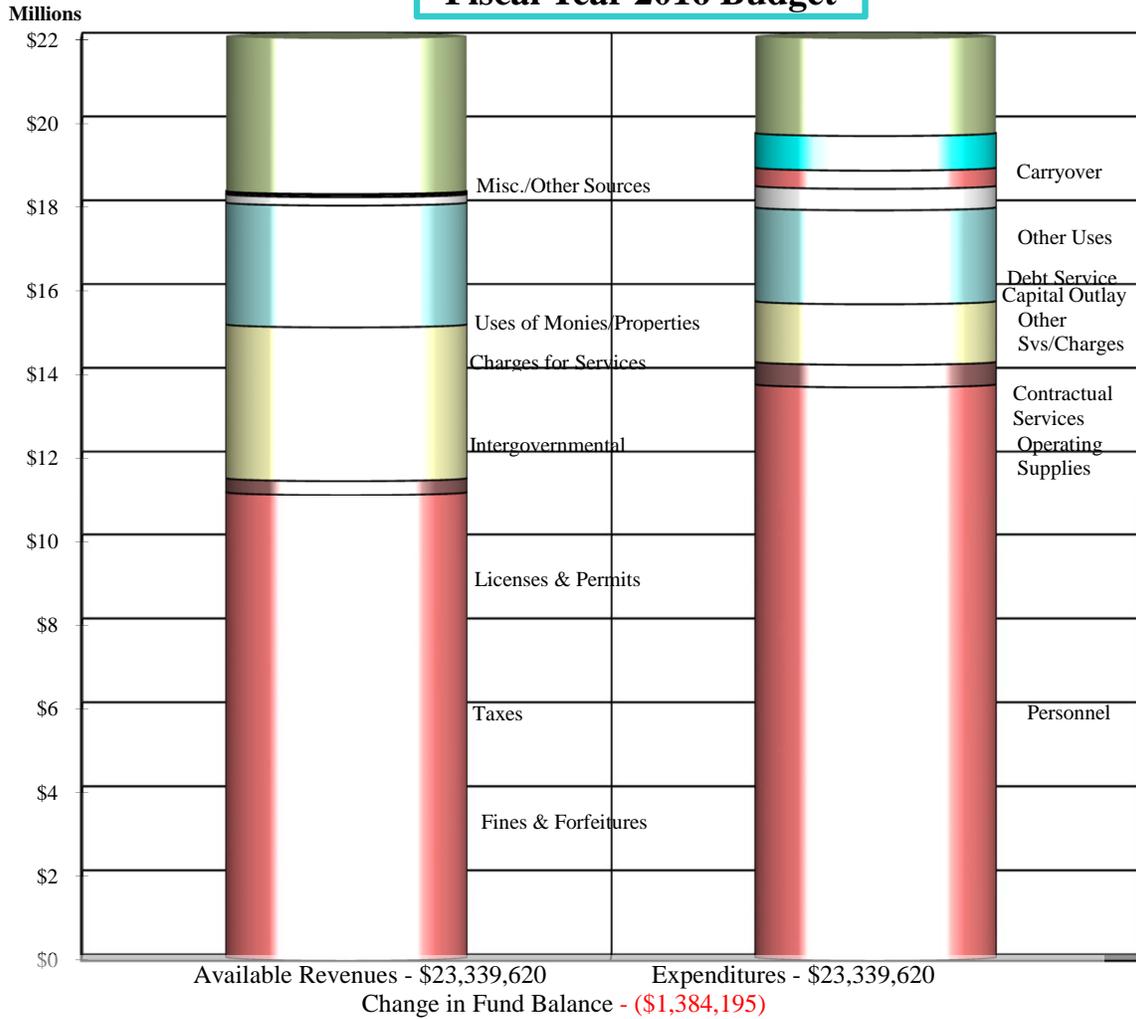
The following illustration depicts a ten-year presentation of the fund balance for the General Fund:



General Fund Consolidated Revenues & Expenditures

Item Description	2014	2015		2016
	Actual	Budget	Revised	Final
Revenue Sources:				
Taxes	\$10,853,916	\$10,703,020	\$10,690,065	\$11,105,755
Licenses & Permits	331,296	336,100	243,800	336,100
Intergovernmental Revenues	3,315,586	3,628,960	3,417,955	3,670,865
Charges for Services	2,228,510	2,784,580	2,715,890	2,909,405
Fines & Forfeitures	192,054	200,000	193,170	200,000
Uses of Monies & Properties	52,098	61,500	35,650	46,000
Miscellaneous Revenues	102,363	24,300	215,065	29,500
Total Revenue Sources	17,075,823	17,738,460	17,511,595	18,297,625
Other Financing Sources:				
Transfers In	0	0	0	0
Carryover	0	4,508,495	5,983,140	5,041,995
Residual Equity Interfund Transfer	0	0	0	0
Proceeds from Lease Purchase	850,000	0	0	0
Proceeds from Bonds	0	0	0	0
Total Other Financing Sources	850,000	4,508,495	5,983,140	5,041,995
Total Available Resources	17,925,823	22,246,955	23,494,735	23,339,620
Expenditures:				
Personnel	11,882,423	12,862,610	12,538,067	13,682,395
Operating Supplies	610,815	558,345	569,890	537,020
Contractual Services	1,480,365	1,423,070	1,558,640	1,446,725
Other Services and Charges	1,896,739	2,122,320	2,035,633	2,242,045
Capital Outlay	570,816	414,100	489,980	513,350
Debt Service	385,324	488,955	478,165	433,475
Total Expenditures	16,826,482	17,869,400	17,670,375	18,855,010
Other Uses:				
Transfers Out	1,055,086	737,655	782,365	826,810
Reserves	10,000	3,639,900	0	3,657,800
Residual Equity Interfund Transfer	0	0	0	0
Total Other Uses	1,065,086	4,377,555	782,365	4,484,610
Total Expenditures and Other Uses	17,891,567	22,246,955	18,452,740	23,339,620
Net Income / (Loss)	\$34,256	\$0	\$5,041,995	(\$0)

**Revenues vs. Expenditures
Fiscal Year 2016 Budget**



Revenues		Expenditures	
Taxes	\$11,105,755	Personnel	\$13,682,395
Licenses & Permits	336,100	Operating Supplies	537,020
Intergovernmental Revenues	3,670,865	Contractual Services	1,446,725
Charges for Services	2,909,405	Other Services and Charges	2,242,045
Fines & Forfeitures	200,000	Capital Outlay	513,350
Uses of Monies & Properties	46,000	Debt Service	433,475
Miscellaneous Revenues	29,500		
Total Operating Revenues	18,297,625	Total Operating Expenditures	18,855,010
Carryover Balance	5,041,995	Reserves	3,657,800
Other Sources	0	Other Uses	826,810
Total Revenues Available	\$23,339,620	Total Expenditures	\$23,339,620
Changes in Fund Balance - Inc./(Dec.)			(\$1,384,195)

Fiscal Year 2016 Budget
General Fund Revenues Schedule

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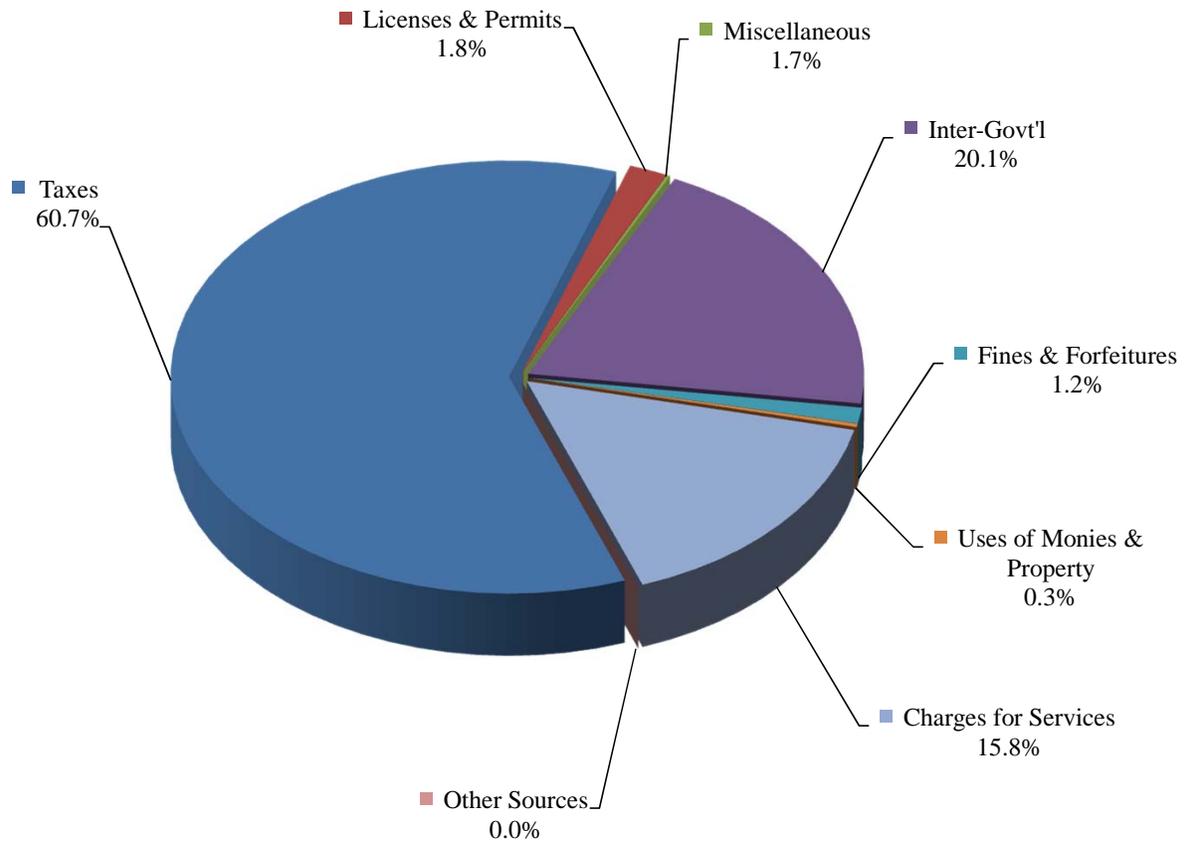
Item Description	2014	2015		2016	Percent Change
	Actual	Budget	Revised	Final	
Taxes					
Franchise Taxes	371,886	\$391,230	\$368,275	\$377,620	2.54%
City Sales Tax	10,136,066	9,955,540	9,955,540	10,357,835	4.04%
Bed Tax	129,820	120,000	130,000	130,000	0.00%
Utility Tax	216,143	236,250	236,250	240,300	1.71%
Subtotal	10,853,916	10,703,020	10,690,065	11,105,755	3.89%
Licenses & Permits					
Business Licenses	85,998	90,000	100,000	100,000	0.00%
Construction Permits	206,343	210,000	135,000	210,000	55.56%
Planning & Zoning Fees	38,956	36,100	8,800	26,100	196.59%
Subtotal	331,296	336,100	243,800	336,100	37.86%
Intergovernmental					
M.V. Lieu Tax	647,250	621,770	621,770	667,580	7.37%
Yavapai County	0	0	0	0	0.00%
Cottonwood Oak Creek Shared Services	19,103	34,000	20,000	0	-100.00%
Urban Revenue Sharing	1,255,627	1,363,620	1,363,620	1,356,310	-0.54%
State Shared Sales Tax	980,537	1,017,890	1,017,890	1,076,180	5.73%
Post - Reimbursement	968	2,500	1,400	2,500	78.57%
Pant Grant	218,116	198,250	162,360	175,000	7.79%
School Resource Grant	39,280	115,000	20,000	20,000	0.00%
Miscellaneous Police Grants	0	2,620	0	0	0.00%
GOHS Grant	37,897	65,000	19,410	163,390	741.78%
Victims Rights Grant	2,076	2,000	2,075	2,075	0.00%
Miscellaneous Fire Grants	0	20,000	0	10,000	0.00%
Yav Co Dept of Emergency Svcs	0	0	0	5,000	0.00%
Homeland Security Grant	30,000	81,000	81,000	30,000	-62.96%
GIITEM Grant Funding	74,641	66,000	67,930	71,330	5.01%
Rico Grant Funds	0	0	26,500	30,000	13.21%
Yavapai Apache Revenue Share	0	0	0	0	0.00%
State Land Dpt Reimbursement	1,482	0	0	0	0.00%
Spay Neuter Grant	6,000	0	10,000	10,000	0.00%
NACOG-EWD OJT Funding	0	34,310	0	0	0.00%
S.A.F.E.R Fire Grant	0	0	0	47,500	0.00%
SB1398 Police Equipment	2,610	5,000	4,000	4,000	0.00%
Subtotal	3,315,586	3,628,960	3,417,955	3,670,865	7.40%
Fines & Forfeitures					
Court Fines	162,450	170,000	165,000	170,000	3.03%
Court Restitution	(388)	0	0	0	0.00%
Court Enhancement Fee	29,992	30,000	28,170	30,000	6.50%
Subtotal	192,054	200,000	193,170	200,000	3.54%
Uses of Monies & Properties					
Interest Income	27,813	40,000	17,000	25,000	47.06%
Building Rental	24,285	21,500	18,650	21,000	12.60%

Fiscal Year 2016 Budget
General Fund Revenues Schedule

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Item Description	2014	2015		2016	Percent Change
	Actual	Budget	Revised	Final	
Charges for Service					
Spillman Fees	64,464	25,000	25,000	25,000	0.00%
Dispatch Fees	0	135,540	135,540	453,750	234.77%
Animal Control Fees	4,804	1,500	4,000	4,000	0.00%
Recreation Fees	5,998	5,000	5,000	5,000	0.00%
Open/Close Graves	3,800	3,500	4,900	3,500	-28.57%
Community Garden Revenue	555	500	700	700	0.00%
Engineering Fees	4,000	5,000	6,000	5,500	-8.33%
Plan Check Fees	2,715	4,500	4,500	4,500	0.00%
Pool Revenue	18,054	17,000	19,320	19,000	-1.66%
Rec/Fees-Softball Tournaments	29,740	37,500	29,950	32,500	8.51%
Rhythm & Ribs Revenue	15,327	25,000	2,080	0	-100.00%
Walkin on Main Street	1,033	1,040	300	300	0.00%
Old Town Historic Tour	0	0	2,145	2,600	21.21%
Pool - Snack Bar Sales	3,477	1,300	4,000	4,000	0.00%
Pool - Swimming Lessons	18,907	16,800	16,940	16,900	-0.24%
Equestrian CTR Rev	645	0	10	0	-100.00%
Court Atty Reimbursement	14,146	18,000	14,000	15,000	7.14%
10K Memorial Run	26,254	28,000	25,830	26,000	0.66%
Recreation Center Fees	584,445	625,000	570,000	600,000	5.26%
Recreation Center Building Rental	40,659	35,000	28,300	30,000	6.01%
Recreation Center Classes/Programs	108,153	68,500	97,600	97,000	-0.61%
Thunder Valley Rally	15,227	16,000	3,700	4,000	8.11%
Riverfront Park - Snack Bar	11,479	11,000	11,550	12,000	3.90%
Batting Cage Revenue	266	350	0	0	0.00%
Sewer Accounting Fees	175	300	175	300	71.43%
Tow Fee Revenues	20,850	10,000	16,200	16,200	0.00%
Transfer Station Revenue	127,445	130,000	124,900	130,000	4.08%
Airport-Indirect Cost	42,862	48,810	48,810	50,000	2.44%
HURF - Indirect Cost	473,180	517,275	517,275	475,000	-8.17%
Library - Indirect Cost	133,923	165,605	165,605	175,500	5.98%
Cemetery-Indirect Cost	1,537	1,125	1,125	1,125	0.00%
Water - Indirect Cost	276,655	580,405	580,405	450,000	-22.47%
Sewer - Indirect Cost	177,734	250,030	250,030	250,030	0.00%
Subtotal	2,228,510	2,784,580	2,715,890	2,909,405	7.13%
Miscellaneous Revenues					
Other Income	47,761	15,600	15,900	16,000	0.63%
Unrealized Gain/Los	22,608	0	10,000	0	0.00%
Cash (Short)/Over	(2,241)	0	0	0	0.00%
Police Donations - P.R.	1,018	1,200	1,200	1,200	0.00%
Donations (Misc)	9,292	1,500	3,465	6,300	81.82%
Sale of City Property	23,924	6,000	184,500	6,000	-96.75%
Subtotal	102,363	24,300	215,065	29,500	-86.28%
Other Financing Sources					
Transfers In	0	0	0	0	0.00%
Carryover	0	4,508,495	5,983,140	5,041,995	-15.73%
Other Financing Sources	0	0	0	0	0.00%
Lease Purchase	850,000	0	0	0	0.00%
Bond Proceeds	0	0	0	0	0.00%
Subtotal	850,000	4,508,495	5,983,140	5,041,995	-15.73%

**General Fund Revenues
Fiscal Year 2016**



General Fund Revenues

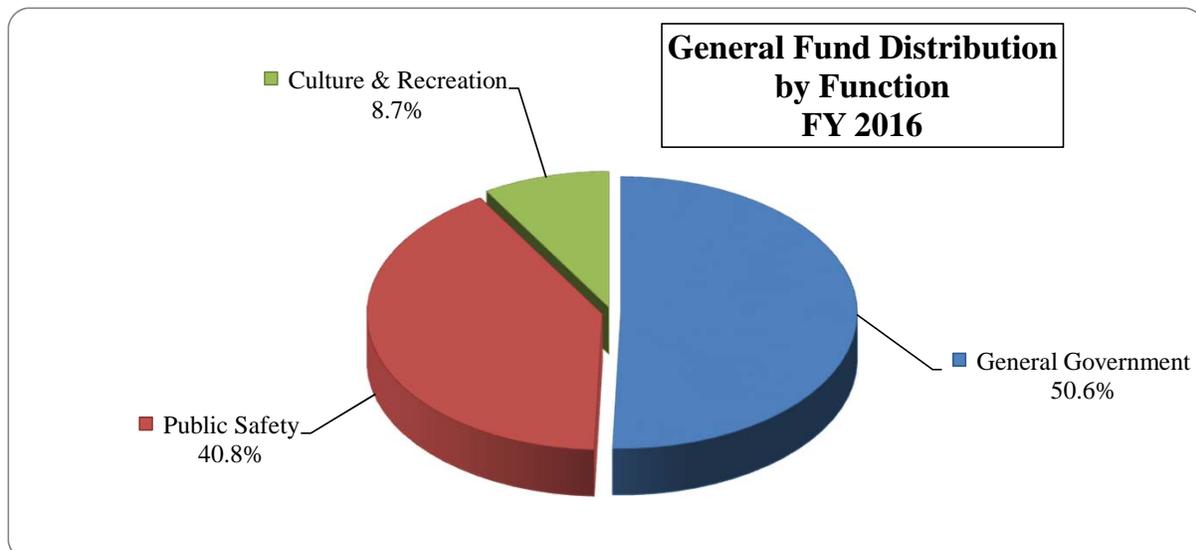
Taxes	\$11,105,755
Licenses & Permits	336,100
Miscellaneous	29,500
Inter-Govt'l	3,670,865
Fines & Forfeitures	215,000
Uses of Monies & Property	46,000
Charges for Services	2,894,405
Other Sources	0
Sub Total	<u>18,297,625</u>
Carryover Balance	<u>5,041,995</u>
Total General Fund Revenues	<u><u>\$23,339,620</u></u>

General Fund Revenues

	Taxes	Licenses & Permits	Inter- Govt'l	Charges for Services	Fines & Forfeitures	Uses of Monies & Property	Misc. Revenue	Other Sources
Franchise Taxes	\$377,620							
City Sales Tax	10,357,835							
Bed Tax	130,000							
Utility Tax	240,300							
Business Licenses		\$100,000						
Construction Permits		210,000						
Planning & Zoning Fees		26,100						
State Revenue Sharing			\$1,356,310					
State Shared Sales Tax			1,076,180					
M.V. Lieu Tax			667,580					
GIITEM Funds			71,330					
Pant Grant			175,000					
School Resource Officer/COC Shared Services			20,000					
Fire & Emergency Services Grants			57,500					
Miscellaneous Grants			44,575					
Police Grants			202,390					
Dispatch Fees				\$25,000				
Spillman Fees				453,750				
Animal Control Fees				4,000				
Recreation Fees/Rhythm & Ribs/10K Memorial Run/ Sizzilin Sa				31,300				
Thunder Valley Rally				4,000				
Old Town Historic Tour				2,600				
HURF - Indirect Cost				475,000				
Library - Indirect Cost				175,500				
Open/Close Graves				3,500				
Engineering Fees				5,500				
Plan Check Fees				4,500				
Tow Fee Revenues				16,200				
Transfer Station				130,000				
Pool Revenue				19,000				
Riverfront Park - Snack Bar				12,000				
Pool - Snack Bar Sales				4,000				
Batting Cage Revenues				0				
Pool - Swimming Lessons				16,900				
Community Garden				700				
Rec/Fees-Softball Tournament				32,500				
Recreation Center Fees				727,000				
Airport - Indirect Costs				50,000				
Sewer - Indirect Costs				250,030				
Water - Indirect Costs				450,000				
Sewer Inspection Fees				0				
Sewer Accounting Fees				300				
Cemetery-Indirect Cost				1,125				
Court Fines					\$170,000			
Court Reimbursements					15,000			
Court Deferred Surcharge					30,000			
Building Rental						\$21,000		
Interest Income						25,000		
Other Income							\$7,200	
Donations							22,300	
Carryover								\$5,041,995
Lease Purchase Proceeds								0
Transfers In								0
Totals	\$11,105,755	\$336,100	\$3,670,865	\$2,894,405	\$215,000	\$46,000	\$29,500	\$5,041,995

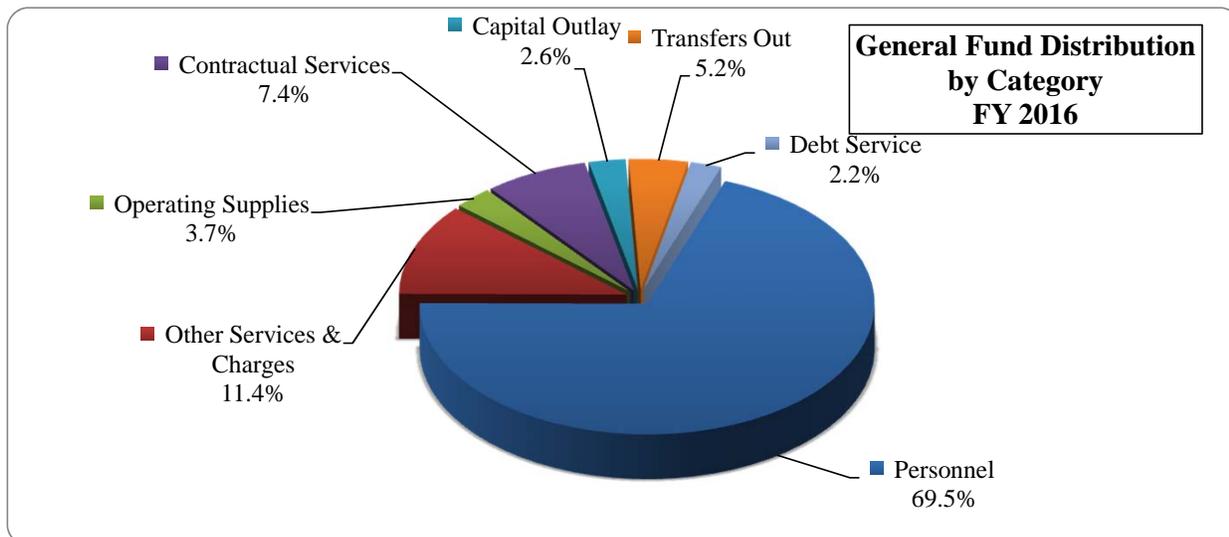
Fiscal Year 2016 Budget
General Fund Disbursement Schedule

Item Description	2014	2015		2016	Percent Change
	Actual	Budget	Revised	Final	
General Government					
Administration	\$849,935	\$876,795	\$864,325	\$734,220	-15.05%
Personnel	179,328	232,340	239,795	294,855	22.96%
City Council	534,164	4,151,520	650,740	4,006,355	515.66%
Natural Resource Project	160,462	150,345	151,180	155,350	2.76%
City Clerk	206,862	235,160	226,870	231,460	2.02%
Finance	351,114	377,815	356,140	424,675	19.24%
IT Services	240,434	374,070	434,770	517,380	19.00%
Purchasing	57,741	72,420	69,670	72,650	4.28%
Community Development	496,279	514,620	468,920	511,010	8.98%
Economic Development	210,970	240,140	219,385	236,505	7.80%
Municipal Court	468,248	491,175	505,005	569,445	12.76%
Legal	322,767	359,965	400,205	412,195	3.00%
Non-Departmental	1,903,490	1,662,110	1,689,030	1,707,785	1.11%
Engineering	347,210	414,580	427,485	421,125	-1.49%
Building Maintenance	531,182	499,440	398,115	765,870	92.37%
Custodial	133,616	132,000	195,700	225,510	15.23%
Public Works	470,729	542,330	515,365	512,645	-0.53%
Total General Government	7,464,532	11,326,825	7,812,700	11,799,035	51.02%
Public Safety					
Police	4,525,652	4,460,935	4,333,840	4,707,310	8.62%
Ordinance Enforcement	194,909	194,640	204,050	210,150	2.99%
Communications	746,587	1,155,220	1,218,965	1,668,390	36.87%
Fire	2,880,640	3,134,860	2,866,805	2,925,790	2.06%
Total Public Safety	8,347,789	8,945,655	8,623,660	9,511,640	10.30%
Culture & Recreation					
Parks & Recreation	691,225	626,900	649,315	816,075	25.68%
Recreation Center	1,388,022	1,347,575	1,367,065	1,212,870	-11.28%
Total Culture & Recreation	2,079,247	1,974,475	2,016,380	2,028,945	0.62%
Total General Fund Expenditures	\$17,891,567	\$22,246,955	\$18,452,740	\$23,339,620	26.48%



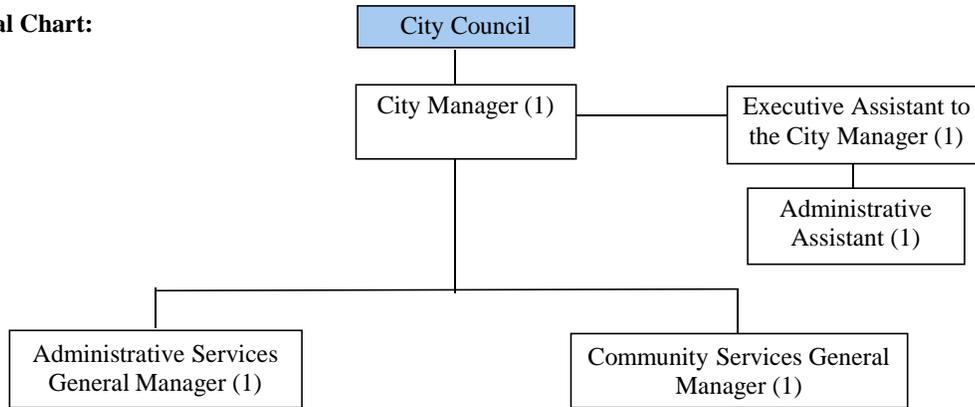
General Fund Expenditures By Category

	Personnel	Operating Supplies	Contractual Services	Other Services & Charges	Capital Outlay	Operating Transfers	Debt Service	Restricted Reserves
General Government								
Administration	\$703,320	\$3,100	\$2,200	\$25,600	\$0	\$0	\$0	\$0
Personnel	194,405	3,400	68,750	28,300	0	0	0	0
City Council	48,580	1,550	210,000	83,425	5,000	0	0	3,657,800
City Clerk	207,680	3,450	680	19,650	0	0	0	0
Natural Resources	153,910	260	120	1,060	0	0	0	0
Finance	237,975	10,500	124,500	51,700	0	0	0	0
IT Services	375,180	7,100	54,000	11,100	70,000	0	0	0
Purchasing	67,300	900	1,800	2,650	0	0	0	0
Community Development	470,255	8,300	8,655	19,050	4,750	0	0	0
Economic Development	186,180	1,075	250	49,000	0	0	0	0
Municipal Court	409,995	8,300	66,950	84,200	0	0	0	0
Legal	234,220	125	170,000	7,850	0	0	0	0
Non-Departmental	0	0	3,500	444,000	0	826,810	433,475	0
Engineering Services	387,525	9,850	3,000	20,750	0	0	0	0
Building Maintenance	325,350	48,720	3,200	38,600	350,000	0	0	0
Custodial	0	0	225,510	0	0	0	0	0
Public Works	349,045	3,950	150,500	9,150	0	0	0	0
General Government Totals	4,350,920	110,580	1,093,615	896,085	429,750	826,810	433,475	3,657,800
Public Safety								
Police	4,051,670	241,000	27,000	374,240	13,400	0	0	0
Ordinance Enforcement	140,770	8,000	60,380	1,000	0	0	0	0
Communications	1,432,080	3,000	16,000	217,310	0	0	0	0
Fire	2,648,790	69,450	76,500	67,550	63,500	0	0	0
Public Safety Totals	8,273,310	321,450	179,880	660,100	76,900	0	0	0
Culture & Recreation								
Parks & Recreation	321,715	42,150	23,400	422,110	6,700	0	0	0
Recreation Center	736,450	62,840	149,830	263,750	0	0	0	0
Culture & Recreation Totals	1,058,165	104,990	173,230	685,860	6,700	0	0	0
General Fund Category Totals	\$13,682,395	\$537,020	\$1,446,725	\$2,242,045	\$513,350	\$826,810	\$433,475	\$3,657,800
General Fund Expenditures				\$19,681,820				
Anticipated Reserves				3,657,800				
Total General Fund Budget				\$23,339,620				



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Organizational Chart:



Note: Only unshaded boxes are included in this budget.

General Information:

The Administration Department is the primary department responsible for administering and coordinating the policies set forth by the City Council. Through the City Manager and the General Managers, the Administration Department plans, organizes and directs the work of other City departments and coordinates the general activities of the City government with other governmental entities.

FY 2015 Accomplishments:

- * Further expansion of the holiday lighting display with permanent installation of the control system in City
- * Completion of the 12th Street Project construction
- * Completion of design and construction of the Regional Public Safety Communications Center
- * Completion of the re-branding project
- * Completion of the Old Town Jail/Jail Trail Kiosk
- * Creation of the Employee Focus Group to address employees' concerns and desires.

FY 2016 Goals:

- * Construction of the Riverfront Reclamation Plant
- * Complete remodeling and construction of Riverfront Park restrooms
- * Complete annexation of 10 sections of State Trust Land
- * Continue expansion of holiday lighting display in Old Town
- * Complete reconstruction of Mingus Avenue.

Budget Highlights:

For FY 2016, there is a significant decrease in Personnel costs due to a position elimination, which has led to a reassignment of duties in several departments. Even though there will be no Cost of Living Adjustment (COLA) for this budget year, the COLA percentage of 1.7 has been applied to all salary ranges to maintain competitive wages. Merit increases have been budgeted; no capital outlay is programmed.

General Government		Administration		Fund 01 - General Fund		Cost Center		1100	
Performance Indicators									
Value Statement:	Communicate and actively listen								
Department Goal:	Continue implementation of a Citizen Participation Measurement and Benchmark System								
Objective:	Increase citizen participation in and awareness of City departments and activities								
Type of Measure:	Outcome								
Tool:	Citizen survey								
Frequency:	Biennial								
Scoring:	Increase in returned surveys								
Trend:	Up								
Measures:			Actual		Estimated		Anticipated		
	2013	2014	2015	2016	2015	2016	2015	2016	
Percentage Returned	N/A	10%	N/A	N/A	N/A	N/A	N/A	N/A	
<hr/>									
Value Statement:	Be responsive and accountable								
Department Goal:	Continue implementation of a Citizen Participation Measurement and Benchmark System								
Objective:	Ascertain citizens satisfaction with deaprtments and focus on methods of improvement								
Type of Measure:	Outcome								
Tool:	Citizen survey								
Frequency:	Biennial								
Scoring:	Increase in returned surveys								
Trend:	Upward								
Measures:			Actual		Estimated		Anticipated		
	2013	2014	2015	2016	2015	2016	2015	2016	
Satisfaction Response Averages	N/A	4%	N/A	N/A	N/A	N/A	N/A	4.10%	
<hr/>									
Value Statement:	Communicate and actively listen								
Department Goal:	Release public information notices and participate in televised outreach efforts								
Objective:	Increase citizens' knowledge and participation in City activities								
Type of Measure:	Outcome								
Tool:	Quantity of media releases and Inside Cottonwood TV shows								
Frequency:	Weekly and monthly respectively								
Scoring:	Increase outreach for publication/TV events								
Trend:	Upward								
Measures:			Actual		Estimated		Anticipated		
	2013	2014	2015	2016	2015	2016	2015	2016	
Media Outreach Events	45	60	62	70	62	70	62	70	
<hr/>									
Value Statement:	Maintain a uniquely desirable and sustainable community								
Department Goal:	Increase the number of completed strategic initiative goals								
Objective:	Accomplish listed strategic initiatives								
Type of Measure:	Outcome								
Tool:	Quantity of initiatives and goals addressed								
Frequency:	Annually								
Scoring:	Increase number of strategic initiative goals completed and/or begun								
Trend:	Upward								
Measures:			Actual		Estimated		Anticipated		
	2013	2014	2015	2016	2015	2016	2015	2016	
Goals Completed Percentage	55%	59%	58%	60%	58%	60%	58%	60%	

General Government	Administration	Fund 01 - General Fund			Cost Center	1100
Summary by Category						
Expenditure Category	2014	2015		2016	Percent Change	
	Actual	Budget	Revised	Final		
Personnel	\$805,203	\$844,095	\$829,625	\$703,320	-15.22%	
Operating Supplies	4,723	2,575	6,100	3,100	-49.18%	
Contractual Services	5,408	2,025	2,100	2,200	4.76%	
Other Services and Charges	34,601	28,100	26,500	25,600	-3.40%	
Capital Outlay	0	0	0	0	0.00%	
Debt Service	0	0	0	0	0.00%	
Department Totals	\$849,935	\$876,795	\$864,325	\$734,220	-15.05%	

Departmental Fund Sources		
Funding Sources	Amount	% of Funding
General Fund	\$734,220	100.00%
Total Funding		<u>100.00%</u>

Supplemental Data: Personnel						
Authorized Positions Job Classifications	Number of FTE's			Salary Range		2016
	2014	2015	2016	Minimum	Maximum	Budget
City Manager	1.00	1.00	1.00	11,613	17,113	\$157,529
Executive Assistant to CM	1.00	1.00	1.00	3,781	5,572	62,707
Administrative Svcs GM	1.00	1.00	1.00	8,253	12,162	127,652
Developmental Svcs GM	1.00	1.00	0.00	8,253	12,162	0
Community Services GM	1.00	1.00	1.00	8,253	12,162	122,911
Administrative Asst	1.00	1.00	1.00	2,559	3,771	32,985
COLA						0
Car Allowance						5,400
Merit Contingency						17,666
Temporary / Reserves						0
Overtime						0
Longevity						0
Retirement						60,430
Insurance & Taxes						116,040
Employee Related Expenses						0
Totals	6.00	6.00	5.00			\$703,320

General Government	Administration	Fund 01 - General Fund		Cost Center	1100
Supplemental Data: Expenditures					
Item	2014	2015		2016	Percent Change
	Actual	Budget	Revised	Final	

Supplies

Office Supplies	1,744	1,100	1,400	1,400	0.00%
Copier Supplies	2,589	1,100	4,300	1,500	-65.12%
Gas & Oil	7	25	300	0	-100.00%
Vehicle Maint & Repairs	0	0	0	0	0.00%
Equipment Maint & Repairs	121	150	0	0	0.00%
Postage & Freight	262	200	100	200	100.00%
Total Supplies	4,723	2,575	6,100	3,100	-49.18%

Contractual Services

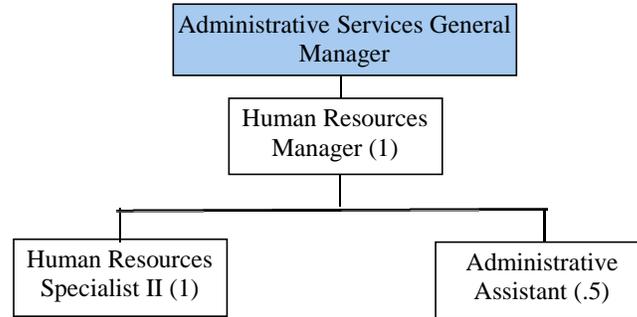
Computer Support	4,858	1,325	1,100	1,200	9.09%
Contractual Services	550	700	1,000	1,000	0.00%
Total Contractual Services	5,408	2,025	2,100	2,200	4.76%

Other Services and Charges

Travel & Training	524	1,000	1,000	1,000	0.00%
Continuing Education	0	0	0	0	0.00%
Subscriptions & Memberships	383	1,100	1,100	1,100	0.00%
Printing & Forms	4,370	3,000	3,000	1,500	-50.00%
Utilities	6,838	7,500	6,500	7,500	15.38%
Telephone	9,598	6,500	5,900	6,000	1.69%
Legal Advertising	79	0	0	0	0.00%
Manager's Contingency	12,809	9,000	9,000	8,500	-5.56%
Total Other Services & Charges	34,601	28,100	26,500	25,600	-3.40%

Supplemental Data: Capital Outlay											
Item Description	2014	2015		2016							
	Actual	Budget	Revised	Final							
N/A											
<table border="1"> <tr> <td>\$0</td> <td>\$0</td> <td>\$0</td> <td>\$0</td> <td>\$0</td> <td></td> </tr> </table>						\$0	\$0	\$0	\$0	\$0	
\$0	\$0	\$0	\$0	\$0							

Organizational Chart:



Note: Only unshaded boxes are included in this budget.

General Information:

The Human Resources Division is under the Administrative Services General Manager and is responsible for personnel, risk management, employee training and development, employee benefits, City cemetery actions, and other special projects.

FY 2015 Accomplishments:

- * A safety consultant was hired in cooperation with the Town of Camp Verde to ensure compliance with current safety standards and keeping them updated
- * Successfully hosted in-classroom training for management on major disasters of any kind through Intermediate Incident Command System courses (MAG300 & MAG400) as required by the Department of Homeland Security
- * Successfully tracked required and recommended employee training on the new SafePersonnel program through the Arizona Municipal Risk Retention Pool (AMRRP)
- * Served as the City liaison with the AMRRP on Loss Control Audits of City facilities to conform with state and national safety standards
- * Trained staff on requirements for Certificates of Insurance to satisfy insurance liability requirements.

FY 2016 Goals:

- * Streamline the application and hiring process by initiating the Applicant Tracking Module of the Springbrook software, an Enterprise Resource Planning software used by the City.
- * Improve workplace, management and performance skills by providing specific employee training
- * Complete the revision of the Employee Manual to reflect current practices and regulations

Budget Highlights:

For FY 2016, there is a significant increase in the Personnel costs, due to merit increases, but mainly due to a position reclassification. Even though there will be no Cost of Living Adjustment (COLA), the COLA percentage of 1.7 has been applied to all salary ranges to maintain competitive wages. No capital outlay is being budgeted.

General Government	Human Resources Division	Fund 01 - General Fund	Cost Center	1210
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Value Statement: Strive to provide effective and efficient services
Department Goal: To use City funds efficiently by minimizing expenditures for accidents, injuries and liability
Objective: Lower number of worker's compensation and insurance claims
Type of Measure: Program effectiveness
Tool: Risk management claims data
Frequency: Annual
Scoring: Progressing: Reduce more than 10%, Average: Reduce 0-10%, Caution: Increase <10%
Trend: Caution

	Actual		Estimated	Anticipated
	2013	2014	2015	2016
Workers' compensation claims	19	22	25	23
Percent increase/decrease of workers' compensation claims	0%	16%	14%	-8%
Insurance claims/Incidents filed	19	13	17	17
Percent increase/decrease of insurance claims filed	0%	-32%	31%	0%

Value Statement: Strive to provide effective and efficient services
Department Goal: Recruitment of qualified applicants; retention of staff
Objective: Provide recruitment services to City staff to assist them to recruit the best qualified applicants
Type of Measure: Outcome
Tool: Human Resources Department data
Frequency: Annual
Scoring: Increase/decrease from prior year
Trend: Positions filled = increase; turnover rate = level

	Actual		Estimated	Anticipated
	2013	2014	2015	2016
Positions filled (FT, PT, Transfers)	83	104	110	115
Percent of new hires (FT) not completing orientation period	18%	5%	10%	15%
Employees (FT) leaving service	20	17	22	22
Turnover rate (FT)	10.00%	8.50%	10%*	12%*
Applications received (FT, PT, Transfers)	782	802	850	875

* Expect more turnover in coming years due to retirements

Value Statement: Ensure for uncompromising integrity
Department Goal: Maintaining a work environment that is free of discrimination, harassment, intimidation and retaliation.
Objective: Prevent and correct unlawful discrimination and harassment in employment policies, procedures, practices and operations.
Type of Measure: Policy outcome
Tool: Human Resources data
Frequency: Annual
Scoring: 0-1 Complaints with 100% resolution is Progressing at or above expectations, 2-3 Complaints with 95% resolution is Caution, and 4 or more Complaints with 90% resolution is Need to Review.
Trend:

	Actual		Estimated	Anticipated
	2013	2014	2015	2016
Number of employee grievances to Personnel Board	0	0	1	1
Number of EEO complaints/Lawsuits	0	1	0	0
Complaints with substantiated findings	1*	0	0	0
Number of EEO complaints dismissed *	0	1**	0	0

* One case from 2009 closed in 2013 **One complaint to HR in 2014; nothing substantiated during internal investigation

General Government		Human Resources Divisi		Fund 01 - General Fund		Cost Center	1210
Summary by Category							
Expenditure Category	2014	2015		2016	Percent Change		
	Actual	Budget	Revised	Final			
Personnel	\$139,180	\$180,840	\$168,895	\$194,405	15.10%		
Operating Supplies	3,439	4,700	3,050	3,400	11.48%		
Contractual Services	12,550	16,600	42,200	68,750	62.91%		
Other Services and Charges	24,159	30,200	25,650	28,300	10.33%		
Capital Outlay	0	0	0	0	0.00%		
Debt Service	0	0	0	0	0.00%		
Department Totals	\$179,328	\$232,340	\$239,795	\$294,855	22.96%		

Departmental Fund Sources		
Funding Sources	Amount	% of Funding
General Fund	\$294,855	100.00%
Total Funding		100.00%

Supplemental Data: Personnel						
Authorized Positions Job Classifications	Number of FTE's			Salary Range		2016
	2014	2015	2016	Minimum	Maximum	Budget
Human Resources Manager	1.00	1.00	1.00	5,865	8,643	\$81,511
Human Resources Specialist	0.80	1.00	0.00	2,687	3,960	0
Human Resources Specialist II	0.00	0.00	1.00	3,781	5,572	45,367
Safety Training Specialist	0.00	1.00	0.00	-	-	0
Administrative Assistant	0.00	0.50	0.50	2,559	3,771	15,478
COLA						0
Emp of the Qtr/Year						650
Merit Contingency						3,334
Temporary / Reserves						0
Overtime						0
Longevity						0
Retirement						16,940
Insurance & Taxes						31,125
Employee Related Expenses						0
Totals	1.80	3.50	2.50			\$194,405

General Government	Human Resources Divisi	Fund 01 - General Fund			Cost Center	1210
Supplemental Data: Expenditures						
Item	2014	2015		2016	Percent Change	
	Actual	Budget	Revised	Final		

Supplies

Office Supplies	1,048	1,500	1,000	1,000	0.00%
Copier Supplies	1,037	1,500	350	350	0.00%
Gas & Oil	71	300	700	700	0.00%
Vehicle Maintenance	417	400	500	750	50.00%
Equipment Maintenance and Supplies	446	500	100	200	100.00%
Postage & Freight	421	500	400	400	0.00%

Total Supplies	3,439	4,700	3,050	3,400	11.48%
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Contractual Services

Compensation Study	0	0	0	0	0.00%
Computer Support	7,362	8,000	6,200	6,500	4.84%
Employee Physicals	5,188	6,000	10,000	12,000	20.00%
Contractual Services	0	2,600	26,000	50,250	93.27%

Total Contractual Services	12,550	16,600	42,200	68,750	62.91%
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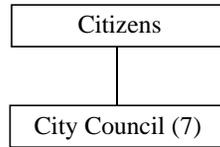
Other Services and Charges

Travel & Training	937	1,000	1,100	1,200	9.09%
Subscriptions & Memberships	368	400	400	400	0.00%
Training Supplies	114	200	100	200	100.00%
Printing & Forms	139	300	0	0	0.00%
Advertising	145	0	0	0	0.00%
Utilities	3,467	4,500	4,200	4,600	9.52%
Telephone	741	800	850	900	5.88%
Recruitment Expense	7,246	10,000	6,500	7,500	15.38%
Safety Committee	2,488	3,000	2,500	3,500	40.00%
Unemployment Insurance (City)	8,513	10,000	10,000	10,000	0.00%

Total Other Services & Charges	24,159	30,200	25,650	28,300	10.33%
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Supplemental Data: Capital Outlay					
Item Description	2014	2015		2016	
	Actual	Budget	Revised	Final	
N/A					
<hr/> \$0 \$0 \$0 \$0					

Organizational Chart:



General Information:

The City Council consists of the Mayor, Vice-Mayor and five Council Members. They meet at least three times a month and are responsible for policy decisions. They are empowered to enter into contracts, enact ordinances, create policies to protect citizens' rights, and adopt tax-rate fees and the annual budget. They appoint the City Manager, City Clerk, City Attorney and Magistrate. The Mayor is elected for a 4-year term, with Council Members serving overlapping 4-year terms. Council elections are held in March and May at odd numbered years. The Mayor and Council are all elected at-large.

In addition to their required duties, the Mayor and Council interact with local citizens on a regular basis. This requires their attendance to numerous community functions.

FY 2015 Accomplishments:

- * Completed a Council planning retreat and developed strategies to guide FY 2015 budget priorities
- * Completed the design and construction of the Regional Public Safety Communications Center
- * Marketed and expanded transit system
- * Continued rebranding of the City
- * Began renovation of the Civic Center with bathroom facility updates
- * Completed the design of the Riverfront Reclamation Facility
- * Completion of the Old Town Jail parking lot and construction of the Old Town Arch.

FY 2016 Goals:

- * Work towards the completion of the City Council's 2015 Strategic Initiatives
- * Complete construction of the Riverfront Reclamation Facility
- * Continue to build a strong diversified economy which promotes local business through enhanced marketing, promoting the city's reputation as a business-friendly community
- * Complete the Civic Center's HVAC replacement and continue to develop plans and secure funding for the renovation of the Civic Center
- * Implementation of the City's rebranding plan
- * Complete road construction of 12th Street from SR 89A to Fir Street
- * Continue to expand and coordinate the transit system to increase services throughout the Verde Valley.

Budget Highlights:

There are no significant changes to this budget. Included in the budget is \$20,000 for the Old Town Center for the Arts, \$10,000 for the Old Town Association, \$55,000 for the Verde Valley Senior Center and \$15,000 for the Building Better Community Grant of which \$5,000 is designated for the Walton Family Tourism Grant if the funding is received. Capital of \$5,000 is budgeted for trust land annexation.

General Government	City Council	Fund 01 - General Fund	Cost Center	1000
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Performance Indicators

Not Applicable: The Performance Indicators are gathered from the various departments for the City Council's review

Supplemental Data: Capital Outlay

Item	2014	2015		2016
	Actual	Budget	Revised	Final
Council Chambers Broadcasting Equip Upgrade		\$3,120	\$3,120	
Library Parking Lot				
Old Town Parking			120,000	
Trust Land Annexation	2,318	\$500	\$6,000	5,000
Property Cleanup				
Total Capital Outlay	\$2,318	\$3,620	\$129,120	\$5,000

General Government		City Council		Fund 01 - General Fund		Cost Center	1000
Summary by Category							
Expenditure Category	2014	2015		2016	Percent Change		
	Actual	Budget	Revised	Final			
Personnel	\$48,738	\$59,220	\$48,585	\$48,580	-0.01%		
Operating Supplies	2,317	2,050	2,030	1,550	-23.65%		
Contractual Services	401,799	351,000	371,000	210,000	-43.40%		
Other Services and Charges	68,992	95,730	100,005	83,425	-16.58%		
Capital Outlay	2,318	3,620	129,120	5,000	-96.13%		
Reserves	10,000	3,639,900	0	3,657,800	0.00%		
Debt Service	0	0	0	0	0.00%		
Department Totals	<u>\$534,164</u>	<u>\$4,151,520</u>	<u>\$650,740</u>	<u>\$4,006,355</u>	<u>515.66%</u>		

Departmental Fund Sources		
Funding Sources	Amount	% of Funding
General Fund	\$338,555	8.45%
Grants	10,000	0.25%
Reserves/Fund Balance	3,657,800	91.30%
Total Funding		<u>100.00%</u>

Supplemental Data: Personnel						
Authorized Positions Job Classifications	Number of FTE's			Salary Range		2016
	2014	2015	2016	Minimum	Maximum	Budget
Mayor	1.00	1.00	1.00	750		\$9,000
Vice-Mayor	1.00	1.00	1.00	500		6,000
Council Members	5.00	5.00	5.00	500		30,000
Temporary / Reserves						0
Overtime						0
Retirement						0
Insurance & Taxes						3,580
Employee Related Expenses						0
Totals	<u>7.00</u>	<u>7.00</u>	<u>7.00</u>			<u>\$48,580</u>

General Government	City Council	Fund 01 - General Fund		Cost Center	1000
Supplemental Data: Expenditures					
Item	2014	2015		2016	Percent Change
	Actual	Budget	Revised	Final	
Supplies					
Office Supplies	853	500	500	500	0.00%
Copier Supplies	1,408	1,500	1,500	1,000	-33.33%
Postage & Freight	56	50	30	50	66.67%
Total Supplies	2,317	2,050	2,030	1,550	-23.65%
Contractual Services					
Main Street Program & OTA	15,000	10,000	10,000	10,000	0.00%
Large Item Pick-up	5,175	6,000	6,000	5,000	-16.67%
Recycle Program	8,704	0	0	0	0.00%
Rodeo Drive St. Reimbursement	317,920	280,000	300,000	140,000	-53.33%
Senior Center	55,000	55,000	55,000	55,000	0.00%
Total Contractual Services	401,799	351,000	371,000	210,000	-43.40%
Other Services and Charges					
Travel & Training	5,348	7,000	7,000	6,000	-14.29%
Subscriptions & Memberships	11,492	13,500	13,500	12,500	-7.41%
Gas & Oil	372	800	100	300	200.00%
Vehicle Maintenance & Repair	210	500	225	225	0.00%
Computer Support	2,897	1,000	900	1,000	11.11%
Christmas Lights	7,335	10,000	12,500	0	-100.00%
Public Relations	1,809	3,000	2,000	1,500	-25.00%
Legal Advertising	512	650	0	0	0.00%
Parking Lot Lights	1,878	2,500	2,600	2,600	0.00%
Utilities	2,360	2,500	6,000	6,300	5.00%
Telephone	1,462	1,000	1,900	2,000	5.26%
Community Garden	547	1,000	1,000	500	-50.00%
Council Contingency	6,909	11,880	11,880	10,000	-15.82%
Annual Appreciation Event	762	400	400	500	25.00%
Youth Commission	4,100	4,000	4,000	4,000	0.00%
50th Anniversary/Centennial Celebration	0	0	0	0	0.00%
Veterans Van	0	0	0	0	0.00%
Outside Agencies	20,000	20,000	20,000	20,000	0.00%
Growth Study & Analysis	0	0	0	0	0.00%
Birding Festival	1,000	1,000	1,000	1,000	0.00%
Building Community Grants	0	15,000	15,000	15,000	0.00%
Gardner Property	0	0	0	0	0.00%
Total Other Services & Charges	68,992	95,730	100,005	83,425	-16.58%
Reserves					
Carryover Restricted	0	2,539,900	0	2,557,800	0.00%
Accumulation Fund	0	1,000,000	0	1,000,000	0.00%
Undesignated	0	100,000	0	100,000	0.00%
Reserves for Capital/Programs	0	0	0	0	0.00%
.2% Sales Tax Excess Capital Reserve	0	0	0	0	0.00%
1% Sales Tax GF CIP	0	0	0	0	0.00%
Employee Merit Program (distributed in each dept)	0	0	0	0	0.00%
Salary Plan Implementation	0	0	0	0	0.00%
Total Reserves	\$0	\$3,639,900	\$0	\$3,657,800	0.00%

Organizational Chart:



Note: Only unshaded boxes are included in this budget.

General Information:

This Program is under the direction of the City Manager and was initially established to explore and coordinate water policy and resolve water related issues with other communities in the region. The Verde Valley area communities are financially and politically supporting this program in its present state.

FY 2015 Accomplishments:

- * Participated in Legislative Study Committee efforts statewide as well as in Adjudication efforts related to sub-flow decision for the Verde River
- * Participated as a presenter at the Verde Valley SciTech Festival that informs residents about science, technology, engineering and math
- * Chaired the Technical Advisory Committee of the Northern Arizona Municipal Water Users Association (NAMWUA)
- * Applied for and received authorization to utilize CAP Trust monies for Phase II of the reclaimed water recharge project
- * Established a legislative tracking effort to monitor water related legislation, and as needed also testified in support as well as in opposition of it
- * Initiated first annual water conservation video contest in partnership with the Cottonwood Mingus Union High School

FY 2016 Goals:

- * Continue participation in regional and statewide water related groups
- * Continue efforts to regionally strategize and resolve water related issues
- * Continue acquisition of surface water rights
- * Continue and complete reclaimed water recharge project
- * Continue K-8th grade water conservation education program in partnership with the Verde Natural Resource Conservation District (NRCD) Education Center.

Budget Highlights:

This budget year show an increase in Personnel costs because of the merit program. The COLA percentage of 1.7 has been applied to all salary ranges to maintain competitive wages despite the fact that no Cost of Living Adjustment (COLA) will be implemented. No capital outlay has been programmed.

General Government	Natural Resources	Fund 01 - General Fund	Cost Center	1700	
Performance Indicators					
City Council Goal:	Maintain a uniquely desirable and sustainable community				
Department Goal:	Continue participation in regional and statewide water related groups				
Objective:	Stay abreast of current and future water resource development and funding efforts both regionally and statewide and ensure the City's interests are protected and their concerns are fully addressed				
Type of Measure:	Outcome				
Tool:	Internal Reports				
Frequency:	Monthly				
Scoring:	Maintain projected attendance				
Trend:	Added new meeting FY 2012				
Measures:			Actual	Estimated	Anticipated
	2013	2014	2015	2016	
Regional Water related meetings attended	55	55	40	40	
Yavapai Water Board related meetings attended	36	30	15	2	
Statewide Water Resource Development Meetings	30	30	20	20	

City Council Goal:	Maintain a uniquely desirable and sustainable community				
Department Goal:	Provide guidance for long-term water planning, quantify the needed water resources and the necessary water conservation needed over time, and the utilization of reclaimed water				
Objective:	Collect, analyze and provide information in one location in order to provide the most cost effective, reliable service to the City's utility customers				
Type of Measure:	Output				
Tool:	Development of a comprehensive water resource conservation program and recharge project				
Frequency:	N/A				
Scoring:	Plan should be 100% completed by FY 2015				
Trend:	N/A - New Goal				
Measures:			Actual	Estimated	Anticipated
	2013	2014	2015	2016	
Completion of the Plan			100%	100%	
Completion of Recharge			75%	100%	

City Council Goal:	Maintain a uniquely desirable and sustainable community				
Department Goal:	Monitor, track and provide feedback on legislation related to the regulation and management of water resources				
Objective:	Ensure the City's water resources and the utility services provided to its customers are not negatively impacted by statewide legislative efforts.				
Type of Measure:	Output/outcome				
Tool:	Weekly legislative summary updates and recommendations to City Council				
Frequency:	Weekly during the legislative session				
Scoring:	20				
Trend:	N/A - New Measure FY 2012				
Measures:			Actual	Estimated	Anticipated
	2013	2014	2015	2016	
Summary Updates	21	25	25	25	
Meetings with legislators and League of Cities legislative updates	20	20	20	20	

General Government	Natural Resources	Fund 01 - General Fund			Cost Center	1700
Summary by Category						
Expenditure Category	2014	2015		2016	Percent Change	
	Actual	Budget	Revised	Final		
Personnel	\$144,414	\$147,620	\$149,790	\$153,910	2.75%	
Operating Supplies	167	250	210	260	23.81%	
Contractual Services	15,049	1,200	120	120	0.00%	
Other Services and Charges	832	1,275	1,060	1,060	0.00%	
Capital Outlay	0	0	0	0	0.00%	
Debt Service	0	0	0	0	0.00%	
Department Totals	<u>\$160,462</u>	<u>\$150,345</u>	<u>\$151,180</u>	<u>\$155,350</u>	<u>2.76%</u>	

Departmental Fund Sources		
Funding Sources	Amount	% of Funding
General Fund	\$155,350	100.00%
Total Funding		<u>100.00%</u>

Supplemental Data: Personnel						
Authorized Positions Job Classifications	Number of FTE's			Salary Range		2016
	2014	2015	2016	Minimum	Maximum	Budget
Water Resources Administrator	1.00	1.00	1.00	8253	12162	\$115,467
COLA						0
Car Allowance						5,400
Merit Pay						963
Temporary / Reserves						0
Overtime						0
Retirement						13,970
Insurance & Taxes						18,110
Employee Related Expenses						0
Totals	<u>1.00</u>	<u>1.00</u>	<u>1.00</u>			<u>\$153,910</u>

General Government	Natural Resources	Fund 01 - General Fund			Cost Center	1700
Supplemental Data: Expenditures						
Item	2014	2015		2016	Percent Change	
	Actual	Budget	Revised	Final		

Supplies

Office Supplies	0	0	0	0	0.00%
Copier Supplies	164	250	200	250	25.00%
Postage & Freight	3	0	10	10	0.00%
Gas & Oil	0	0	0	0	0.00%
Vehicle Maintenance	0	0	0	0	0.00%
Total Supplies	167	250	210	260	23.81%

Contractual Services

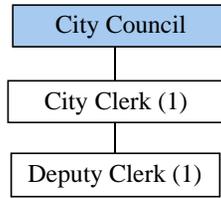
Contractual Services	14,949	1,100	0	0	0.00%
Computer Support	100	100	120	120	0.00%
Total Contractual Services	15,049	1,200	120	120	0.00%

Other Services and Charges

Travel & Training	0	100	0	0	0.00%
Subscriptions & Memberships	0	0	0	0	0.00%
Printing and Forms	0	0	0	0	0.00%
Utilities	112	125	100	100	0.00%
Telephone	720	1,050	960	960	0.00%
Total Other Services & Charges	832	1,275	1,060	1,060	0.00%

Supplemental Data: Capital Outlay					
Item Description	2014	2015		2016	
	Actual	Budget	Revised	Final	
N/A					
\$0 \$0 \$0 \$0					

Organizational Chart:



Note: Only unshaded boxes are included in this budget.

General Information:

The City Clerk's Office is responsible for processing and maintaining all permanent and official City records and assists the City Council. The City Clerk's department compiles and prepares the information and documentation (council meeting packets) necessary for the Council's consideration on matters pertaining to the City; is responsible for all public notices and posting of meeting agendas; records and produces written minutes of all City Council meetings and produces summary minutes of the meetings; processes and maintains official City documents and records; indexes official Council actions; prepares resolutions and ordinances for Council consideration; processes and issues business registrations; provides research and information regarding City records for the public and other City departments; processes liquor license applications; prepares and provides information packets for mayor and council candidates and oversees the vote-by-mail process and conducts all City elections; and assists the City attorney with research and clerical support.

FY 2015 Accomplishments:

- * Created electronic backup of paper municipal records (council meeting minutes, resolutions, and
- * Successfully conducted General Plan update election and prepared publicity pamphlet for election
- * Created network file containing City ordinance for easy access and reference by City staff.

FY 2016 Goals:

- * Create network file containing board and commission member information for easy reference by staff
- * Increase community participation in Cottonwood's Community Garden through community outreach and advertising.

Budget Highlights:

For the FY 2016 budget year, the merit program accounts for the increase in Personnel costs. No Cost of Living Adjustment (COLA) has been budgeted, but the COLA percentage of 1.7 has been applied to all salary ranges to maintain competitive wages. No capital outlay has been programmed.

General Government	City Clerk	Fund 01 - General Fund	Cost Center	1010
Performance Indicators				
Mission/Value Statement:	*Performances Indicators are still being developed for this department*			
City Council Goal:				
Department Goal:				
Type of Measure:				
Tool:				
Frequency:				
Scoring:				
Trend:				
Measures:	Actual		Estimated	Anticipated
	2013	2014	2015	2016

General Government	City Clerk	Fund 01 - General Fund			Cost Center	1010
Summary by Category						
Expenditure Category	2014	2015		2016	Percent	
	Actual	Budget	Revised	Final	Change	
Personnel	\$192,772	\$202,430	\$197,920	\$207,680	4.93%	
Operating Supplies	4,947	4,300	3,000	3,450	15.00%	
Contractual Services	719	680	600	680	13.33%	
Other Services and Charges	8,424	27,750	25,350	19,650	-22.49%	
Capital Outlay	0	0	0	0	0.00%	
Debt Service	0	0	0	0	0.00%	
Department Totals	<u>\$206,862</u>	<u>\$235,160</u>	<u>\$226,870</u>	<u>\$231,460</u>	<u>2.02%</u>	

Departmental Fund Sources		
Funding Sources	Amount	% of Funding
General Fund	\$231,460	100.00%
Total Funding		<u>100.00%</u>

Supplemental Data: Personnel						
Authorized Positions Job Classifications	Number of FTE's			Salary Range		2016
	2014	2015	2016	Minimum	Maximum	Budget
City Clerk	1.00	1.00	1.00	5,586	8,232	\$102,975
Deputy Clerk	1.00	1.00	1.00	3,266	4,813	43,349
COLA						0
Merit Contingency						6,596
Temporary / Reserves						0
Overtime						1,000
Longevity						0
Retirement						17,650
Insurance & Taxes						36,110
Employee Related Expenses						0
Totals	<u>2.00</u>	<u>2.00</u>	<u>2.00</u>			<u>\$207,680</u>

General Government	City Clerk	Fund 01 - General Fund		Cost Center	1010
Supplemental Data: Expenditures					
Item	2014	2015		2016	Percent Change
	Actual	Budget	Revised	Final	

Supplies

Office Supplies	3,612	1,800	900	1,500	66.67%
Copier Supplies	1,183	1,200	1,000	1,200	20.00%
Gas & Oil	98	250	50	200	300.00%
Vehicle Maint & Repairs	44	1,000	1,000	500	-50.00%
Equipment Maint & Repairs	0	0	0	0	0.00%
Postage & Freight	10	50	50	50	0.00%
Total Supplies	4,947	4,300	3,000	3,450	15.00%

Contractual Services

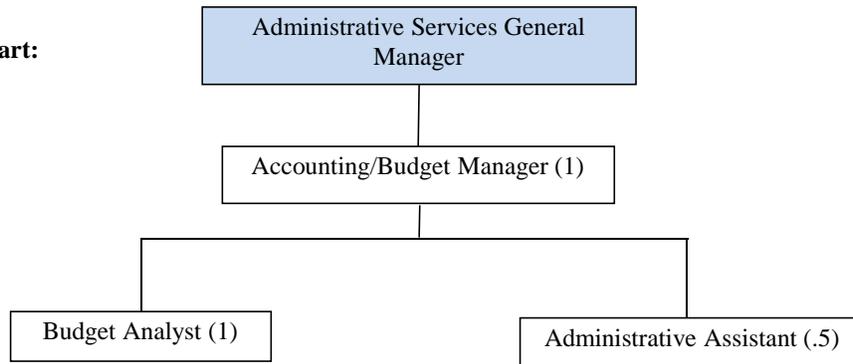
Computer Support	719	680	600	680	13.33%
Contractual Services	0	0	0		0.00%
Total Contractual Services	719	680	600	680	13.33%

Other Services and Charges

Travel & Training	610	1,500	700	1,000	42.86%
Subscriptions & Memberships	6,750	6,500	6,100	6,500	6.56%
Printing & Forms	0	150	0	150	0.00%
Utilities	3,234	3,400	3,000	3,400	13.33%
Telephone	1,006	1,100	950	1,100	15.79%
Legal Advertising	0	100	0	0	0.00%
Election Expense	(3,176)	15,000	14,600	7,500	-48.63%
Total Other Services & Charges	8,424	27,750	25,350	19,650	-22.49%

Supplemental Data: Capital Outlay					
Item Description	2014	2015		2016	
	Actual	Budget	Revised	Final	
N/A					
<hr/> \$0 \$0 \$0 \$0					

Organizational Chart:



Note: Only unshaded boxes are included in this budget.

General Information:

The Finance Department, under direction from the Administrative Services General Manager, is responsible for the financial management and planning of the City. This includes establishing and maintaining effective controls over the City's financial activities, and providing accurate financial information to all city departments in a timely manner. Finance is also responsible for coordinating the annual budget and monitoring compliance after adoption. Finance performs analysis of financial conditions including interim and annual financial reports and recommends financial policies to the City Manager and City Council. Finance has oversight responsibility for payroll, accounts payable, collection of revenues, utility billing, administration of the city cemetery, sales tax compliance programs, risk management programs, employee benefits, debt management and City investments.

FY 2015 Accomplishments:

- * Reached 11th anniversary of the City employee newsletter "The Communiqué"
- * Organized the City's Water and Sewer Rate Committee and implemented rate change for FY2015
- * Obtained the 21st consecutive Certificate of Achievement in Excellence in Financial Reporting from the Government Finance Officers Association (GFOA) for the department's Comprehensive Annual Financial Report (CAFR) for the year ending June 30, 2013 and compliance with all the new GASB requirements.
- * Finalized City-wide software conversion to the Springbrook Software and developed new processes for departments that to use program modules specific to the execution of their functions
- * Department received 16th Distinguished Budget Presentation Award from the GFOA for FY2014
- * Successfully collaborated with the Water Infrastructure Finance Authority (WIFA) to refinance the 2004 Water Bonds by obtaining a lower interest rate to reduce cost to the City
- * Successfully acquired bonding with Stifel, Nicolaus & Company, Incorporated to cover over \$16,000,000 for projects of the Streets, Water and Wastewater departments as well as General Fund projects. These bond funds will relieve the financial burden on the budget for FY2016 by spreading the costs of these projects.

FY 2016 Goals:

- * Prepare and submit for the 23rd time, the City's CAFR to the GFOA to compete for the Certificate of Achievement in Excellence in Financial Reporting for FY2016
- * Prepare and submit for competition to obtain the 17th Distinguished Budget Presentation Award for the City's FY 2016 Annual Budget to the GFOA
- * Continue developing a new budget performance indicator plan to measure the department's performance
- * Research sources to obtain financing for projects
- * Start the implementation of data into the City-wide Springbrook software to comply with government information and comprehensive reporting requirements.

Budget Highlights:

For FY 2016, Personnel cost show an increase due to the merit program. No Cost of Living Adjustment (COLA) has been budgeted, but the COLA percentage of 1.7 has been applied to all salary ranges to maintain competitive wages. No capital outlay has been programmed.

General Government	Finance	Fund 01 - General Fund	Cost Center	1200	
Performance Indicators					
City Council Goal: Strive to Provide Effective and Efficient Services					
Department Goal: To maintain external validation of Best Practices in governmental accounting and reporting					
Objective: Maintain the Government Finance Officer's Association (GFOA) Certificate of Achievement of Excellence in Financial Reporting and the GFOA Distinguished Budget Presentation Award					
Type of Measure: Outcome					
Tool: Produce Documents and Submit for Review					
Frequency: Annual					
Scoring: Yes/No					
Trend: Level					
		Actual		Estimated	Anticipated
Measures:		2013	2014	2015	2016
GFOA Certificate of Achievement		Yes	Yes	Yes	Yes
GFOA Distinguished Budget Presentation Award		Yes	Yes	Yes	Yes
City Council Goal: Strive to Provide Effective and Efficient Services					
Department Goal: Increase the percent of ACH Payroll Deposits					
Objective: Reduce the cost of processing Payroll					
Type of Measure: Outcome					
Tool: Accounting Software Reports					
Frequency: Annual					
Scoring: ACH to total Checks and Direct Deposits - good 80%					
Trend: Up					
		Actual		Estimated	Anticipated
Measures:		2013	2014	2015	2016
Payroll Checks/Deposits Distributed		6,825	8,603	7,645	8,000
ACH Payroll Deposits		5,160	6,911	6,147	6,400
Increase in ACH Payroll Deposits		75.60%	80.33%	80.41%	80.00%
City Council Goal: Strive to Provide Effective and Efficient Services					
Department Goal: Decrease the number of voided Checks to less than 2%					
Objective: Increase the integrity of the purchasing process, avoiding duplicate invoice/payments and reducing the cost of processing Accounts Payable					
Type of Measure: Outcome					
Tool: Accounting Software Reports					
Frequency: Annual					
Scoring: < 2%					
Trend: Up - FY 2010 the increase is mainly due to the frozen AP position					
		Actual		Estimated	Anticipated
Measures:		2013	2014	2015	2016
Accounts Payable Checks Written		5,493	5,143	5,228	5,350
Accounts Payable Checks voided (incl. vendor lost and printer errors)		96	178	109	55
Increase(decrease) in Accounts Payable		1.7%	3.5%	2.1%	1.0%
City Council Goal: Strive to Provide Effective and Efficient Services					
Department Goal: Increase tax payer awareness of tax responsibility					
Objective: To collect all sales tax that is due to the City of Cottonwood					
Type of Measure: Outcome					
Tool: Reports from Sales Tax Auditor					
Frequency: Annual					
Scoring: Increase/Decrease from Prior Year					
Trend: Steady					
		Actual		Estimated	Anticipated
Measures:		2013	2014	2015	2016
Sales Tax Audits Completed		8	6	5	5
Sales Tax Assessments		\$100,000	\$18,802	\$20,000	\$40,000
Verification Letters Issued (New Measure FY 2012)		N/A	20	15	30
Verification Letters Completed (New Measure FY 2012)		N/A	8	15	30

General Government		Finance Department		Fund 01 - General Fund		Cost Center	1200
Summary by Category							
Expenditure Category	2014	2015		2016	Percent Change		
	Actual	Budget	Revised	Final			
Personnel	\$212,875	\$226,415	\$222,340	\$237,975	7.03%		
Operating Supplies	9,378	9,800	10,900	10,500	-3.67%		
Contractual Services	103,255	117,400	96,200	124,500	29.42%		
Other Services and Charges	25,606	24,200	26,700	51,700	93.63%		
Capital Outlay	0	0	0	0	0.00%		
Debt Service	0	0	0	0	0.00%		
Department Totals	\$351,114	\$377,815	\$356,140	\$424,675	19.24%		

Departmental Fund Sources		
Funding Sources	Amount	% of Funding
General Fund	\$424,675	100.00%
Total Funding		100.00%

Supplemental Data: Personnel						
Authorized Positions Job Classifications	Number of FTE's			Salary Range		2016
	2014	2015	2016	Minimum	Maximum	Budget
Accounting/Budget Manager	1.00	1.00	1.00	5,865	8,643	\$95,085
Budget Analyst	1.00	1.00	1.00	3,781	5,572	57,289
Administrative Assistant	0.00	0.50	0.50	2,559	3,771	15,478
COLA						0
Merit Contingency						7,958
Temporary / Reserves						0
Overtime						1,000
Longevity						0
Retirement						20,280
Insurance & Taxes						40,885
Employee Related Expenses						0
Totals	2.00	2.50	2.50			\$237,975

General Government	Finance	Fund 01 - General Fund		Cost Center	1200
Supplemental Data: Expenditures					
Item	2014	2015		2016	Percent Change
	Actual	Budget	Revised	Final	

Supplies

Office Supplies	3,655	3,000	3,500	3,500	0.00%
Copier Supplies	1,170	1,500	1,100	1,200	9.09%
Gas & Oil	0	0	0	0	0.00%
Vehicle Maint/Repairs	0	0	0	0	0.00%
Equipment Maint/Repairs	446	800	800	800	0.00%
Postage & Freight	4,107	4,500	5,500	5,000	-9.09%
Total Supplies	9,378	9,800	10,900	10,500	-3.67%

Contractual Services

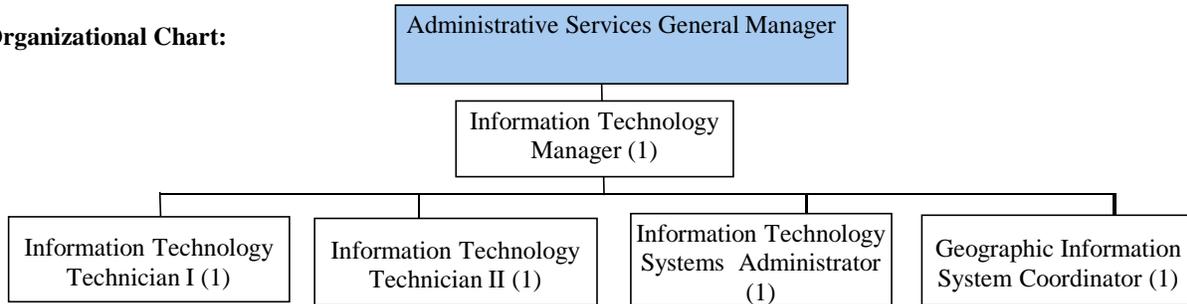
Computer Support	19,632	20,400	18,000	18,000	0.00%
Contractual Services	23,943	42,000	23,200	51,500	121.98%
Audit Expense	39,680	35,000	35,000	35,000	0.00%
Sales Tax Audits	20,000	20,000	20,000	20,000	0.00%
Total Contractual Services	103,255	117,400	96,200	124,500	29.42%

Other Services and Charges

Travel & Training	3,910	3,700	4,500	4,000	-11.11%
Continuing Education	0	0	0	0	0.00%
Subscriptions & Memberships	1,672	1,500	1,700	1,700	0.00%
Printing & Forms	3,129	4,500	3,000	3,000	0.00%
Utilities	3,491	5,000	5,000	5,000	0.00%
Telephone	3,131	4,000	2,000	2,500	0.00%
Legal Advertising	347	2,000	3,000	3,000	0.00%
State Annual Municipality Fee	0	0	0	24,000	0.00%
Bank Charges	9,926	3,500	7,500	8,500	25.00%
Total Other Services & Charges	25,606	24,200	26,700	51,700	93.63%

Supplemental Data: Capital Outlay					
Item Description	2014	2015		2016	
	Actual	Budget	Revised	Final	
N/A					
	\$0	\$0	\$0	\$0	

Organizational Chart:



Note: Only unshaded boxes are included in this budget.

General Information:

Information Technology (IT) Services maintains all computer equipment and computer software, as well as the maintenance of all City servers, under direction from the Administrative Services General Manager. IT Services is also responsible for researching new technology and software updates and implementing these changes. IT Services designs and maintains the City's web site and uploads information from different departments onto the web site.

FY 2015 Accomplishments:

- * Following extensive technological planning, a new computer systems network was setup for the newly built Regional Public Safety Communications Center that included many components such as network switches, firewall, 25 computers, 40 monitors, Voice over IP (VoIP) phone system and multiple servers
- * Upgraded existing frame relay circuits to Point-to-Point Virtual Private Network (VPN) connections with the agencies that subscribe to the Police Department since the existing frame relays are no longer supported by the City's telecommunications carrier
- * Upgraded the telecommunications software of the Police Department, Fire Department and Municipal Court to the Microsoft Lync VoIP phone system allowing for easier communication with other City departments and lower cost for the City in the future
- * Successfully deployed Wi-Fi to all City buildings.

FY 2016 Goals:

- * Enable users to employ instant messaging features and dialing other City employees directly from Microsoft Outlook by migrating all phones from the current SIPX VoIP system to the Microsoft Lync VoIP phone system
- * Allow for effective access to user mailboxes and retrieval of single messages through the utilization of robuster and user-friendlier e-mail logging and archiving systems
- * Optimize speed and traffic flow by rebuilding and reprogramming the City network
- * Improve online presence through a thorough rebuilt and redesign of the current City's website.

Budget Highlights:

This budget year, there is a significant increase in Personnel costs due to the addition of two new positions, and ITS administrator and GIS Coordinator respectively, and the current merit program. The COLA percentage of 1.7 has been applied to all salary ranges to maintain competitive wages despite the fact that no Cost of Living Adjustment (COLA) has been granted. Merit increases continue to be granted for this budget year. Capital outlay has been programmed in the amount of \$70,000 for servers, website design and computers.

General Government	IT Services	Fund 01 - General Fund	Cost Center	1220
Performance Indicators				

City Council Goal: Strive to Provide Effective and Efficient Services					
Department Goal: Continue to maintain a less than 2% down time					
Objective: Reduce server down time by maintaining and upgrading servers as needed and responding quickly to service calls.					
Type of Measure: Outcome					
Tool: Call logs and system reports					
Frequency: Annual					
Scoring: 98%					
Trend: Improved					
		Actual		Estimated	Anticipated
		2013	2014	2015	2016
File Server Uptime		99.00%	99.95%	99.95%	99.95%
Email Server Uptime			98.50%	99.00%	99.00%

City Council Goal: Strive to Provide Effective and Efficient Services					
Department Goal: To respond to service calls within two days					
Objective: To provide responsive internal service to all departments thereby maximizing technology's effectiveness.					
Type of Measure: Outcome					
Tool: Call Logs and system reports					
Frequency: Annual					
Scoring: 2 days					
Trend: Level					
		Actual		Estimated	Anticipated
		2013	2014	2015	2016
Average Initial Helpdesk Response Time		1 day	1 day	1 day	1 day

City Council Goal: Strive to Provide Effective and Efficient Services					
Department Goal: To post Agendas and Minutes to the website the same day they are made available to IT					
Objective: To make the Agendas and Minutes available to the public as soon as possible					
Type of Measure: Outcome					
Tool: Call Logs					
Frequency: Annual					
Scoring: Same day					
Trend: Level					
		Actual		Estimated	Anticipated
		2013	2014	2015	2016
Time to Post Agendas and Minutes to Website		Same day	Same day	Same day	Same day

General Government	IT Services	Fund 01 - General Fund			Cost Center	1220
Summary by Category						
Expenditure Category	2014	2015		2016	Percent Change	
	Actual	Budget	Revised	Final		
Personnel	\$201,234	\$257,860	\$289,660	\$375,180	29.52%	
Operating Supplies	2,184	7,550	7,400	7,100	-4.05%	
Contractual Services	13,045	53,000	86,500	54,000	-37.57%	
Other Services and Charges	9,172	14,300	9,850	11,100	12.69%	
Capital Outlay	14,799	41,360	41,360	70,000	69.25%	
Debt Service	0	0	0	0	0.00%	
Department Totals	\$240,434	\$374,070	\$434,770	\$517,380	19.00%	

Departmental Fund Sources		
Funding Sources	Amount	% of Funding
General Fund	\$517,380	100.00%
Total Funding		<u>100.00%</u>

Supplemental Data: Personnel						
Authorized Positions Job Classifications	Number of FTE's			Salary Range		2016
	2014	2015	2016	Minimum	Maximum	Budget
IT Manager	1.00	1.00	1.00	6,790	10,006	\$87,722
IT Systems Administrator	0.00	0.00	1.00	4,596	6,772	\$28,950
IT GIS Coordinator	0.00	0.00	1.00	3,429	5,054	\$32,405
IT Technician II	1.00	1.00	1.00	3,781	5,572	\$46,871
IT Technician I	1.00	1.00	1.00	3,429	5,054	\$42,512
COLA						0
Merit Contingency						7,710
Longevity						0
Temporary / Reserves						30,000
Overtime						5,000
Holiday Pay						500
Retirement						28,870
Insurance & Taxes						64,640
Employee Related Expenses						0
Totals	3.00	3.00	5.00			\$375,180

General Government	IT Services	Fund 01 - General Fund		Cost Center	1220
Supplemental Data: Expenditures					
Item	2014	2015		2016	Percent Change
	Actual	Budget	Revised	Final	

Supplies

Office Supplies	1,566	6,000	6,000	5,500	-8.33%
Copier Supplies	0	350	0	0	0.00%
Gas & Oil	266	400	550	500	-9.09%
Vehicle Maintenance & Repair	85	500	450	500	11.11%
Equipment Maint/Repairs	183	300	0	300	0.00%
Printing & Forms	0	0	0	0	0.00%
Postage & Freight	84	0	400	300	-25.00%

Total Supplies	2,184	7,550	7,400	7,100	-4.05%
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Contractual Services

Computer Support	3,634	38,000	72,000	45,000	-37.50%
Bank Charges	3				
Contractual Services	9,408	15,000	14,500	9,000	-37.93%

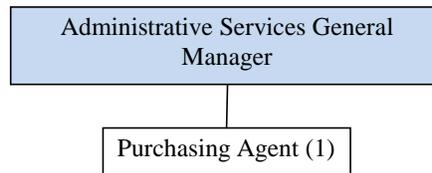
Total Contractual Services	13,045	53,000	86,500	54,000	-37.57%
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Other Services and Charges

Travel & Training	0	500	400	600	50.00%
Subscriptions & Memberships	1,026	500	500	500	0.00%
Utilities	5,518	7,300	5,750	6,600	14.78%
Telephone	2,628	6,000	3,200	3,400	6.25%

Total Other Services & Charges	9,172	14,300	9,850	11,100	12.69%
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Supplemental Data: Capital Outlay					
Item Description	2014	2015		2016	
	Actual	Budget	Revised	Final	
Servers - File and Email Retention Server				\$18,000	
City Wifi		16,000	16,000		
Ipad, Laptops	\$14,799				
Computers - City Wide		25,360	25,360	37,000	
Website Design				15,000	
	\$14,799	\$41,360	\$41,360	\$70,000	

Purchasing**Organizational Chart:**

Note: Only unshaded boxes are included in this budget.

General Information:

The Purchasing Division, under direct supervision from the Administrative Services General Manager, is responsible for maximizing the effectiveness of the our citizen's tax dollar while providing timely and adequate support of the City's needs for materials, equipment, and services. The Purchasing Division is also responsible for ensuring compliance with the City's established procurement policies and procedures as well as any state procurement statutes.

FY 2015 Accomplishments:

- * Successfully integrated business registration data into the recently implemented City-wide Enterprise Resource Planning software (ERP)
- * Streamlined the business registration renewal process which significantly reduced the processing time for staff
- * A more centralized purchasing process has been developed which enabled the procurement of new City-wide contracts, required according to purchasing policies but not previously in effect
- * Assisted the Water Department in acquiring water treatment chemicals at a discounted cost by utilizing a new bulk-delivery method
- * Refined the negotiation process for obtaining contracts with National Performers by reaching out to larger procurement departments in the state for assistance which led to a notable timesaving for the City attorney and departments.

FY 2016 Goals:

- * Explore the possibilities for bulk purchases for commonly used items within the City by analyzing the dollar amounts spent with and quantity ordered annually from vendors
- * Develop and finalize a new City-wide purchasing/procurement policy
- * Provide training to local contractors in the Design/Build procurement process to make them familiar with submitting proposals for Design/Build solicitations.

Budget Highlights:

For FY 2016, Personnel costs show an increase due to the merit program. No Cost of Living Adjustment (COLA) has been budgeted, but the COLA percentage of 1.7 has been applied to all salary ranges to maintain competitive wages. No capital outlay has been programmed.

General Government	Purchasing	Fund 01 - General Fund	Cost Center	1230
Performance Indicators				
City Council Goal: Operating in an efficient and effective manner				
Department Goal: To process requisitions into purchase orders within a 24 hour time period after requisitions have been approved				
Objective: To make purchases for requested material goods, services and construction in a timely manner				
Type of Measure: Outcome				
Tool: Total or length of time				
Frequency: Annually				
Scoring: 100% = Above Average; 95% = Average; 90% = Below Average; 85% or below = Poor				
Trend: N/A - New Measure				
Measures:				
	2013	2014	2015	2016
Percentage of requisitions processed into purchase orders within a 24 hour time period after the requisition has been approved.	98%	95%	95%	97%
City Council Goal: Operating in an efficient and effective manner				
Department Goal: To process formal solicitation requests within three (3) weeks of receiving specifications. Final approval from the originating department and legal is required prior to publication.				
Objective: To make purchases for requested material goods, services and construction in a timely manner.				
Type of Measure: Outcome				
Tool: Total or length of time				
Frequency: Annually				
Scoring: 100% = Above Average; 85% = Average; 80% = Below Average; 75% or below = Poor				
Trend: Up				
Measures:				
	Actual		Estimated	Anticipated
	2013	2014	2015	2016
Percentage of formal solicitation requests processed within two (3) weeks of receiving completed specifications.	56%	75%	80%	85%
City Council Goal: Be Innovative				
Department Goal: Have local businesses comply with business registration requirement.				
Objective: To increase number of local businesses registering their business as required by Municipal Code Educate local business owners about the requirement to register their businesses.				
Type of Measure: Outcome				
Tool: Outreach program to contact business owners.				
Frequency: Two hours a week contact business owners in person				
Scoring: Increase number of registrations from prior calendar year.				
Trend: New Measure FY 2011				
Measures:				
	Actual		Estimated	Anticipated
	2013	2014	2015	2016
Registrations	1,433	1,299	1,400	1,475

General Government		Purchasing		Fund 01 - General Fund		Cost Center	1230
Summary by Category							
Expenditure Category	2014	2015		2016	Percent Change		
	Actual	Budget	Revised	Final			
Personnel	\$54,006	\$67,370	\$65,320	\$67,300	3.03%		
Operating Supplies	959	1,325	500	900	80.00%		
Contractual Services	1,623	1,625	1,800	1,800	0.00%		
Other Services and Charges	1,153	2,100	2,050	2,650	29.27%		
Capital Outlay	0	0	0	0	0.00%		
Debt Service	0	0	0	0	0.00%		
Department Totals	<u>\$57,741</u>	<u>\$72,420</u>	<u>\$69,670</u>	<u>\$72,650</u>	<u>4.28%</u>		

Departmental Fund Sources		
Funding Sources	Amount	% of Funding
General Fund	\$72,650	100.00%
Total Funding		<u>100.00%</u>

Supplemental Data: Personnel						
Authorized Positions Job Classifications	Number of FTE's			Salary Range		2016
	2014	2015	2016	Minimum	Maximum	Budget
Purchasing Agent	1.00	1.00	1.00	3,970	5,850	\$48,974
COLA						0
Merit Contingency						406
Temporary / Reserves						0
Longevity Pay						0
Retirement						5,660
Insurance & Taxes						12,260
Employee Related Expenses						0
Totals	<u>1.00</u>	<u>1.00</u>	<u>1.00</u>			<u>\$67,300</u>

General Government	Purchasing	Fund 01 - General Fund		Cost Center	1230
Supplemental Data: Expenditures					
Item	2014	2015		2016	Percent Change
	Actual	Budget	Revised	Final	

Supplies

Office Supplies	428	500	150	300	100.00%
Copier Supplies	318	500	250	500	100.00%
Postage & Freight	14	25	25	25	0.00%
Vehicle Maintenance & Repair	0	0	0	0	0.00%
Equipment Maint/Repairs	199	300	75	75	0.00%
Total Supplies	959	1,325	500	900	80.00%

Contractual Services

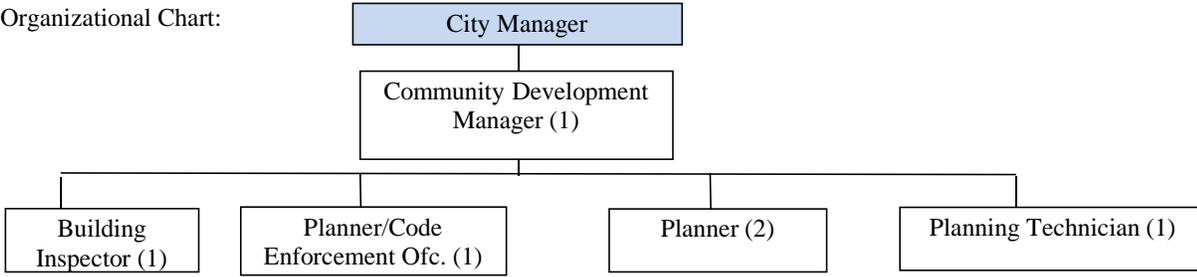
Computer Support	1,623	1,625	1,700	1,700	0.00%
Contractual Services	0	0	100	100	0.00%
Total Contractual Services	1,623	1,625	1,800	1,800	0.00%

Other Services and Charges

Travel & Training	389	500	200	700	250.00%
Subscriptions & Memberships	302	550	500	500	0.00%
Printing & Forms	0	150	0	0	0.00%
Utilities	346	400	450	500	11.11%
Telephone	116	300	900	950	11.11%
Legal Advertising	0	200	0	0	0.00%
Total Other Services & Charges	1,153	2,100	2,050	2,650	29.27%

Supplemental Data: Capital Outlay											
Item Description	2014	2015		2016							
	Actual	Budget	Revised	Final							
N/A											
<table border="1" style="width: 100%; border-collapse: collapse;"> <tr> <td style="width: 25%;"></td> <td style="text-align: center;">\$0</td> <td style="text-align: center;">\$0</td> <td style="text-align: center;">\$0</td> <td style="text-align: center;">\$0</td> <td></td> </tr> </table>							\$0	\$0	\$0	\$0	
	\$0	\$0	\$0	\$0							

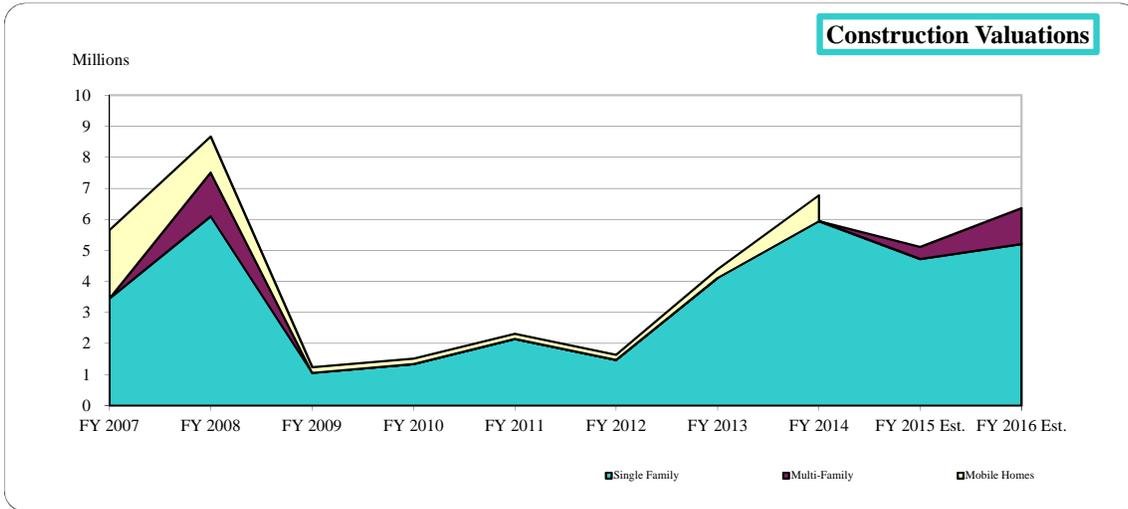
Organizational Chart:



General Information:

Note: Only unshaded boxes are included in this budget.

The Community Development Department provides planning services to the City Council, Planning and Zoning Commission, Development Review Board, Historic Preservation Commission, Bicycle Advocacy Group, Code Review Board and the general public. Department staff are also responsible for securing the CDBG and various other grants.



FY 2015 Accomplishments:

- * Reviewed and processed proposals for new construction that will have an impact on the local economy and citizen's quality of life; they include Galpin RV Dealership, Taylor-Padgett Financial Group, Mesquite Hills (part 2 of phase 1), Ridgecrest Townhomes, Immaculate Conception School, Kidzaam Dentistry and Old Town Dental
- * Successfully conducted preliminary planning meetings to make the 89A/Vine (previously known as Bella Montana) subdivision development ready
- * Created new and revised existing all-encompassing maps (street map, flood map and historic district maps) that will better assist staff in responding to citizens' questions and concerns about street locations, flood plains and potential flood hazard areas, and historic districts within the city limits
- * Revised the Design Review regulations that will allow for less costly submission of design proposals by builders and contractors; also revised sign permit applications to satisfy state contractors licensing requirements
- * Amended sign ordinance to accommodate electric message display signs as approved by Council
- * Adoption of the City's General Plan which took 2.5 years to complete
- * The Historic Preservation Commission received the Certified Local Government (CLG) status from the State Historic Preservation Office (SHPO) which gives the community more autonomy to make local historic preservation decisions
- * The Historic Preservation Commission conducted the city's inaugural Historic Home and Building Tour; the Cottonwood Civic Center and Old Cottonwood Jail were designated as Historic Landmarks.

FY 2016 Goals:

- * Per agreement by the City and the County Assessor's Office, move ahead with the annexation of 13 properties in an effort to more clearly define the city's boundaries
- * Update Zoning Ordinance to reflect regulation changes and clarify existing ordinances
- * Create a one shop stop for customer convenience to acquire various permits.

Budget Highlights:

For FY 2016, there is a significant increase in Personnel costs due to a position reclassification and the addition of a new position; a Planning Technician and a Planner/Code Enforcement Officer respectively. Despite the fact that no Cost of Living

General Government	Community Development	Fund 01 - General Fund	Cost Center	1400
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Performance Indicators				
City Council Goal:	Strive to maintain a uniquely desirable and sustainable community			
Department Goal:	Enhancements to web, GIS and tracking of permits & enforcement			
Objective:	Upgrade staff technologies			
Type of Measure:	Acquisition and installation			
Tool:	Purchasing			
Frequency:	5 yrs			
Scoring:	N/A			
Trend:	N/A			
Measures:	Actual		Estimated	Anticipated
	2013	2014	2015	2016
Percent of Completion	50%	50%	75%	100%

City Council Goal:	Strive to maintain a uniquely desirable and sustainable community			
Department Goal:	To preserve the integrity of the City's General Plan			
Objective:	Re-Adoption of the City's General Plan by 2015			
Type of Measure:	Completion of this process			
Tool:	General Plan Re-Adoption Calendar			
Frequency:	10 Years			
Scoring:	100% by 2015			
Trend:	N/A			
Measures:	Actual		Estimated	Anticipated
	2013	2014	2015	2016
Percent of Completion	40%	95%	100%	N/A

City Council Goal:	Strive to maintain a uniquely desirable and sustainable community			
Department Goal:	Codes for Historic Dist Zoning, Green Development, & Bronze Bicycle Classification (in 2014, the latter falls under the jurisdiction of P&R)			
Objective:	Current emphasis: environment, historic preservation, bicycle plan (as of 2014, the latter falls under P&R)			
Type of Measure:	Adoption of these codes			
Tool:	Process Calendars			
Frequency:	Continuous			
Scoring:	100% BY 2014			
Trend:	N/A			
Measures:	Actual		Estimated	Anticipated
	2013	2014	2015	2016
Percent of Completion	N/A	100%	100%	N/A

City Council Goal:	Strive to maintain a uniquely desirable and sustainable community			
Department Goal:	Annexation of 10 Square miles of State Trust Block on 89A			
Objective:	Completion of state board process			
Type of Measure:	State Board approval of land use, planning and pre-annexation agreement			
Tool:	Process Calendars			
Frequency:	Once			
Scoring:	100% by 2014			
Trend:	N/A Goal has been abandoned			
Measures:	Actual		Estimated	Anticipated
	2013	2014	2015	2016
Percent of Completion	50%	0%	N/A	N/A

General Government	Community Development	Fund 01 - General Fund		Cost Center	1400
Summary by Category					
Expenditure Category	2014	2015		2016	Percent Change
	Actual	Budget	Revised	Final	
Personnel	\$464,628	\$487,320	\$437,055	\$470,255	7.60%
Operating Supplies	7,583	8,600	6,600	8,300	25.76%
Contractual Services	7,297	1,700	6,815	8,655	27.00%
Other Services and Charges	16,771	17,000	18,450	19,050	3.25%
Capital Outlay	0	0	0	4,750	0.00%
Debt Service	0	0	0	0	0.00%
Department Totals	<u>\$496,279</u>	<u>\$514,620</u>	<u>\$468,920</u>	<u>\$511,010</u>	<u>8.98%</u>

Departmental Fund Sources		
Funding Sources	Amount	% of Funding
General Fund	\$511,010	100.00%
Total Funding		<u>100.00%</u>

Supplemental Data: Personnel						
Authorized Positions Job Classifications	Number of FTE's			Salary Range		2016
	2014	2015	2016	Minimum	Maximum	Budget
Community Development Manager	1.00	1.00	1.00	5,320	7,840	\$79,777
Planner	2.00	2.00	2.00	4,168	6,143	126,334
Planner/Code Enforcement Officer	0.00	0.00	1.00	3,266	4,813	30,861
Senior Administrative Assistant	1.00	1.00	0.00	2,962	4,365	0
Planning Technician	0.00	0.00	1.00	2,962	4,365	38,372
Building Official	1.00	1.00	0.00	4,168	6,143	0
Building Inspector	1.00	1.00	1.00	3,266	4,813	45,277
COLA						0
Merit Contingency						8,189
Longevity Pay						0
Car Allowance						5,400
Temporary / Reserves						10,000
Overtime						2,205
Retirement						38,590
Insurance & Taxes						85,250
Employee Related Expenses						0
Totals	<u>6.00</u>	<u>6.00</u>	<u>6.00</u>			<u>\$470,255</u>

General Government	Community Development	Fund 01 - General Fund		Cost Center	1400
Supplemental Data: Expenditures					
Item	2014	2015		2016	Percent Change
	Actual	Budget	Revised	Final	

Supplies

Office Supplies	2,571	1,800	1,300	1,800	38.46%
Copier Supplies	1,398	1,500	800	1,000	25.00%
Postage & Freight	1,578	2,000	1,000	1,000	0.00%
Gas & Oil	1,080	1,300	1,500	2,000	33.33%
Vehicle Maint & Repairs	933	2,000	2,000	2,500	25.00%
Equipment Maint & Repairs	23	0	0	0	0.00%

Total Supplies	7,583	8,600	6,600	8,300	25.76%
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Contractual Services

Contractual Services	3,437	500	3,500	5,000	42.86%
Computer Support	3,860	1,200	3,315	3,655	10.26%

Total Contractual Services	7,297	1,700	6,815	8,655	27.00%
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Other Services and Charges

Travel & Training	312	2,600	2,000	3,600	80.00%
Subscriptions & Memberships	1,352	1,100	1,600	1,600	0.00%
Printing & Forms	632	750	400	750	87.50%
Utilities	7,739	6,600	9,700	6,600	-31.96%
Telephone	2,795	2,750	3,750	4,000	6.67%
Legal Advertising	3,071	2,600	1,000	2,500	150.00%
General Plan Expense	870	600	0	0	0.00%

Total Other Services & Charges	16,771	17,000	18,450	19,050	3.25%
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Supplemental Data: Capital Outlay					
Item Description	2014	2015		2016	
	Actual	Budget	Revised	Final	
Computer Software (ArcGis)				\$4,750	
	\$0	\$0	\$0	\$4,750	

Organizational Chart:



Note: Only unshaded boxes are included in this budget.

General Information:

The Cottonwood Economic Development Council (CEDC) is a public - private partnership dedicated to fostering a cooperative approach to economic development. As a committee of the Cottonwood Chamber of Commerce, the CEDC coordinates with a number of other key organizations in the area to promote an environment in which business thrives. The Mission of the CEDC is to enrich the diverse economic, social and cultural environment of our community.

FY 2015 Accomplishments:

- * Graduated two businesses at the Business Assistance Center (BAC): Vetraplex and Law Offices of Alice Vacek Aranda, PLLC
- * Completed phase I of branding project (new logo)
- * Fully utilized the available leasable space at the BAC
- * Fully executed Focus on Success I (5-year economic development plan)
- * Completed draft planning for Focus on Success II (5-year economic development plan)
- * Provided and participated in economic development events and project by actively partnering with local, state and national agencies and organizations such as the Verde Valley Regional Economic Organization, Arizona Wine Growers Association, Verde Valley Wine Consortium, Arizona Commerce Authority, United States Department of Agriculture, Northern Arizona Council of Governments, Local First Arizona, Arizona Office of Tourism, Sustainable Economic Development Initiative, Arizona Town Hall, Verde Valley Ag Coalition, Yavapai College, Old Town Association (Cottonwood).

FY 2016 Goals:

- * Recruit new businesses based on the industry clusters identified in the Focus on Success II draft plan
- * Finalize the development of a non-profit Arts & Culture Commission
- * Complete City of Cottonwood's new branding through the integration in marketing materials and updating of City's website
- * Apply for grant funding to the United States Department of Agriculture (USDA) and the Arizona Commission of Arts.

Budget Highlights:

The most significant change in this budget is in Personnel costs due to the merit program. No Cost of Living Adjustment (COLA) is being implemented, but all salary ranges are increased by the COLA percentage of 1.7 to maintain competitive wages. There is no capital budgeted for FY 2016.

General Government	Economic Development	Fund 01 - General Fund	Cost Center	6000
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Performance Indicators

City Council Goal:	We will enhance our position as the economic center for the Verde Valley, providing retail, medical, education, transportation, recreation and tourism			
Department Goal:	Increase the level of business retention and expansion of existing business			
Objective:	Help increase local business effectiveness leading to better retention rates and expansion			
Type of Measure:	Outcome			
Tool:	Business retention and expansion surveys			
Frequency:	Yearly			
Scoring:	Increase/decrease yearly			
Trend:	N/A new measure FY 2013			
Measures:	Actual		Estimated	Anticipated
	2013	2014	2015	2016
Number of businesses retained	5	10		
Number of expansions	10	15	15	

City Council Goal:	We will enhance our position as the economic center for the Verde Valley, providing retail, medical, education, transportation, recreation and tourism			
Department Goal:	Increase the level of new businesses interested in locating in Cottonwood			
Objective:	Increase lead activity			
Type of Measure:	Outcome			
Tool:	County reports, business registrations			
Frequency:	Annual			
Scoring:	Increase/decrease from prior year			
Trend:	up			
Measures:	Actual		Estimated	Anticipated
	2013	2014	2015	2016
Unemployment Rate (Yavapai County)	9%			
Number of new businesses	10			

City Council Goal:	We will enhance our position as the economic center for the Verde Valley, providing retail, medical, education, transportation, recreation and tourism			
Department Goal:	Provide excellent customer service and more value added use of facility and 100% occupancy			
Objective:	Increase usage of facility			
Type of Measure:	Outcome			
Tool:	Usage reports, training surveys			
Frequency:	Yearly			
Scoring:	Desired growth would be 50 new customers per year			
Trend:	level			
Measures:	Actual		Estimated	Anticipated
	2013	2014	2015	2016
Number of business people using facility	300			
Number of leases (maximum occupancy 4 businesses)	4			
Number of satisfied trainees	250			

City Council Goal:	We will enhance our position as the economic center for the Verde Valley, providing retail, medical, education, transportation, recreation and tourism			
Department Goal:	Increase exposure to outside value added resources, i.e. ACA, AAED, etc			
Objective:	Increase the level of support from outside sources to help grow our economy			
Type of Measure:	Outcome			
Tool:	Arizona Commerce Authority reports			
Frequency:	Annual			
Scoring:	Steady increase desired			
Trend:	Increasing			
Measures:	Actual		Estimated	Anticipated
	2013	2014	2015	2016
Number of Leads from Arizona Commerce Authority	10			
Grant dollars received	\$200,000			

General Government	Economic Development	Fund 01 - General Fund		Cost Center	6000
Summary by Category					
Expenditure Category	2014	2015		2016	Percent Change
	Actual	Budget	Revised	Final	
Personnel	\$171,147	\$180,240	\$176,860	\$186,180	5.27%
Operating Supplies	1,245	1,700	775	1,075	38.71%
Contractual Services	308	600	250	250	0.00%
Other Services and Charges	35,878	57,600	41,500	49,000	18.07%
Capital Outlay	2,392	0	0	0	0.00%
Debt Service	0	0	0	0	0.00%
Department Totals	<u>\$210,970</u>	<u>\$240,140</u>	<u>\$219,385</u>	<u>\$236,505</u>	<u>7.80%</u>

Departmental Fund Sources		
Funding Sources	Amount	% of Funding
General Fund	\$236,505	100.00%
Total Funding		<u>100.00%</u>

Supplemental Data: Personnel						
Authorized Positions Job Classifications	Number of FTE's			Salary Range		2016
	2014	2015	2016	Minimum	Maximum	Budget
Economic Development Manager	1.00	1.00	1.00	6,159	9,076	\$96,993
Administrative Assistant	1.00	1.00	1.00	2,559	3,771	34,304
COLA						0
Merit Contingency						5,303
Longevity						0
Temporary / Reserves						0
Overtime						500
Retirement						15,730
Insurance & Taxes						33,350
Employee Related Expenses						0
Totals	<u>2.00</u>	<u>2.00</u>	<u>2.00</u>			<u>\$186,180</u>

General Government	Economic Development	Fund 01 - General Fund	Cost Center	6000	
Supplemental Data: Expenditures					
Item	2014	2015		2016	Percent Change
	Actual	Budget	Revised	Final	

Supplies

Office Supplies	985	750	400	700	75.00%
Copier Supplies	64	750	250	250	0.00%
Postage & Freight	98	100	25	25	0.00%
Gas & Oil	98	100	100	100	0.00%
Vehicle Maint & Repairs	0	0	0	0	0.00%
Equipment Maint & Repairs	0	0	0	0	0.00%

Total Supplies	1,245	1,700	775	1,075	38.71%
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Contractual Services

Computer Support	308	600	250	250	0.00%
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Total Contractual Services	308	600	250	250	0.00%
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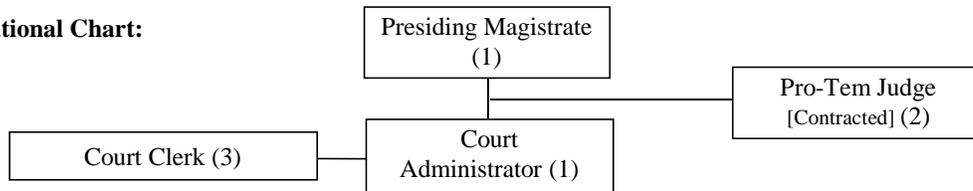
Other Services and Charges

Travel & Training	2,311	2,000	2,500	2,500	0.00%
Continuing Education	0	0	0	0	0.00%
Subscriptions & Memberships	2,529	2,000	1,500	1,500	0.00%
Printing & Forms	0	500	0	0	0.00%
Utilities	10,804	12,000	11,000	11,000	0.00%
Telephone	1,187	1,100	1,500	1,500	0.00%
Legal Advertising	95	0	0	0	0.00%
Focus on Success	18,952	40,000	25,000	32,500	30.00%

Total Other Services & Charges	35,878	57,600	41,500	49,000	18.07%
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Supplemental Data: Capital Outlay				
Item Description	2014	2015		2016
	Actual	Budget	Revised	Final
Copier				
Computer				
City Branding				
Furniture	2,392			
	\$2,392	\$0	\$0	\$0

Organizational Chart:



General Information:

The Municipal Court ensures compliance with judicial orders on all Arizona Revised Statute and City Ordinance citations or complaints written within the city limits of Cottonwood. This includes maintaining effective control of criminal and civil traffic matters, issuance of domestic violence and harassment orders, misdemeanor violations as well as the issuance of search warrants. The court conducts pretrial conferences, trials and civil hearings. As a condition of the various orders issued by the Judge, the court maintains control of accounts receivable for defendants and supervises the work alternative programs. The court is also involved with the Victims Rights program funded through the Attorney General's office. The court is required to prepare monthly, quarterly and yearly statistical reports for the Supreme Court, the City Council and other agencies. The court ensures compliance with the minimum accounting standards and mandatory academic standards as established by the Arizona Supreme Court.

The mission of the Cottonwood Municipal Court is to foster a positive and productive environment which promotes the efficient and effective administration of justice; insure the independence of the judicial branch; provide timely service and enforcement of Court Orders to the public served by the Court; manage cases in compliance with all legal requirements; and insure the rights of defendants and victims are protected.

FY 2015 Accomplishments:

- * Revenues increased as a whole and on a per case basis despite a slight decrease of 6.8% in filings from FY 2013 to FY 2014.
- * Disposition to filings or Clearance ratio increased from 0.973 for FY 2013 to 1.10 for FY 2014. This is expected to be the same or higher for FY 2015.

FY 2016 Goals:

- * Digitization of Court's records for effective document management and on-demand access
- * Continue to work towards reducing the number of old outstanding warrants.

Budget Highlights:

For FY 2016, Personnel costs show an increase due to the merit program. No Cost of Living Adjustment (COLA) has been budgeted, but the COLA percentage of 1.7 has been applied to all salary ranges to maintain competitive wages. No capital outlay has been programmed.

General Government	Municipal Court	Fund 01 - General Fund	Cost Center	1310
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Performance Indicators				
City Council Goal:	Strive to maintain a uniquely desirable and sustainable community			
Department Goal:	Promote public confidence in the court and ensure public receives adequate access to court services and is treated fairly			
Objective:	Measure public access and fairness by conducting an annual survey			
Type of Measure:	Outcome			
Tool:	Survey			
Frequency:	Annual			
Scoring:	Increase/Decrease from prior year			
Trend:	Rating of 90 - 100%			
Measures:	Actual		Estimated	Anticipated
	2013	2014	2015	2016
National Center for State Courts (NCSC) Court Tools Survey Measure 1				
Access & Fairness Survey	90%	90%	84%	90%

City Council Goal:	Strive to maintain a uniquely desirable and sustainable community			
Department Goal:	Promote efficient and effective administration of justice by managing cases in compliance with all legal requirements			
Objective:	Measure case filings and terminations to clearance rates			
Type of Measure:	Number of filings to term			
Tool:	Calculate total incoming cases divided by total outgoing cases			
Frequency:	Annual			
Scoring:	Increase/decrease from prior year			
Trend:	Clearance rate of 90 - 100%			
Measures:	Actual		Estimated	Anticipated
	2013	2014	2015	2016
National Center for State Courts (NCSC) Court Tools Measure 2				
Clearance Rates	105%	104%	*108%	*100%
*January and February only				

City Council Goal:	Strive to maintain a uniquely desirable and sustainable community			
Department Goal:	Provide timely service and enforcement of court order by continuously improving operational efficiency processing			
Objective:	Measure payments collected as a percentage of total monetary penalties			
Type of Measure:	Number of payments to total receivables			
Tool:	Calculation of total incoming payments divided by outstanding receivables			
Frequency:	Annual (each calendar year)			
Scoring:	Increase/decrease from prior year			
Trend:	Rating of 90 - 100%			
Measures:	Actual		Estimated	Anticipated
	2013	2014	2015	2016
National Center for State Courts (NCSC) Court Tools Measure 7				
Collection of Monetary Penalties	88%	90%	100%	100%

General Government		Municipal Court		Fund 01 - General Fund		Cost Center	1310
Summary by Category							
Expenditure Category	2014	2015		2016	Percent Change		
	Actual	Budget	Revised	Final			
Personnel	\$355,277	\$382,760	\$374,772	\$409,995	9.40%		
Operating Supplies	6,630	7,000	7,050	8,300	17.73%		
Contractual Services	71,633	50,150	81,950	66,950	-18.30%		
Other Services and Charges	34,708	51,265	41,233	84,200	104.21%		
Capital Outlay	0	0	0	0	0.00%		
Debt Service	0	0	0	0	0.00%		
Department Totals	\$468,248	\$491,175	\$505,005	\$569,445	12.76%		

Departmental Fund Sources		
Funding Sources	Amount	% of Funding
General Fund	\$569,445	100.00%
Total Funding		100.00%

Supplemental Data: Personnel						
Authorized Positions Job Classifications	Number of FTE's			Salary Range		2016
	2014	2015	2016	Minimum	Maximum	Budget
Presiding Magistrate	1.00	1.00	1.00	Contract		\$112,812
Court Administrator	1.00	1.00	1.00	4,377	6,450	60,476
Court Clerk II	0.00	1.00	1.00	2,821	4,158	38,984
Court Clerk I	3.00	2.00	2.00	2,559	3,771	73,738
COLA						0
Merit Contingency						6,060
Longevity						0
Temporary / Reserves/Pro Temp						15,100
Overtime						0
Retirement						33,500
Insurance & Taxes						69,325
Employee Related Expenses						0
Totals	5.00	5.00	5.00			\$409,995

General Government	Municipal Court	Fund 01 - General Fund		Cost Center	1310
Supplemental Data: Expenditures					
Item	2014	2015		2016	Percent Change
	Actual	Budget	Revised	Final	

Supplies

Office Supplies	3,814	4,000	3,200	4,400	37.50%
Copier Supplies	482	450	450	500	11.11%
Gas & Oil	0	0	0	0	0.00%
Vehicle Maint & Repairs	0	0	0	0	0.00%
Equipment Maint & Repairs	1,641	1,750	2,600	2,600	0.00%
Postage & Freight	693	800	800	800	0.00%
Total Supplies	6,630	7,000	7,050	8,300	17.73%

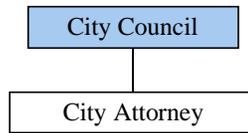
Contractual Services

Computer Support	9,527	10,150	9,950	9,950	0.00%
Court Appointed Attorney	48,393	33,000	62,000	42,000	-32.26%
Contractual Services	9,629	7,000	10,000	15,000	50.00%
Court Audit	4,084	0	0	0	0.00%
Total Contractual Services	71,633	50,150	81,950	66,950	-18.30%

Other Services and Charges

Travel & Training	3,580	4,350	4,600	4,600	0.00%
Subscriptions & Memberships	1,295	1,350	1,350	1,650	22.22%
Printing & Forms	1,305	1,400	1,600	1,550	-3.13%
Utilities	10,112	11,615	11,615	12,000	3.31%
Telephone	4,299	4,000	4,500	4,500	0.00%
Jury Fee	0	500	168	200	19.05%
JCEF Fund Expenses	1,427	1,500	1,500	11,700	680.00%
FTG-Fill The Gap Expense	1,686	2,000	5,900	8,000	35.59%
Court Enhancement Expenses	11,004	24,550	10,000	40,000	300.00%
Total Other Services & Charges	34,708	51,265	41,233	84,200	104.21%

Supplemental Data: Capital Outlay										
Item Description	2014	2015		2016						
	Actual	Budget	Revised	Final						
N/A										
<table border="1" style="width: 100%; border-collapse: collapse;"> <tr> <td style="width: 25%;"></td> <td style="width: 25%; text-align: center;">\$0</td> </tr> </table>							\$0	\$0	\$0	\$0
	\$0	\$0	\$0	\$0						

Legal

Note: Only unshaded boxes are included in this budget.

General Information:

The Legal Department has the duty of representing and advising the City of Cottonwood on all legal matters. The City Attorney's responsibilities include furnishing oral and written legal opinions on legal issues, consulting with the Mayor and City Council and department heads, and representing the City of Cottonwood in City Court, Superior Court and Appellate Courts. In addition, the City Attorney prepares all ordinances and resolutions, reviews all contracts, and provides for the prosecution of criminal misdemeanor cases.

FY 2015 Accomplishments:

- * Assisted staff and outside counsel in securing the necessary easements and rights-of-way to complete the 12th Street Reconstruction Project
- * Oversaw the successful procurement/selection process for a new contract City Prosecutor
- * Worked with outside counsel in resolving a Transaction Privilege Tax (TPT) collection matter that brought approx. \$17,000.00 in past due tax revenue to the City
- * Provided assistance in the resolve of a bid dispute regarding the 2nd phase of the 12th Street Reconstruction Project through which costly formal proceedings were avoided and saved the City approx.
- * Served as Issuer's Counsel in pending issuance of approx. \$ 16,000,000.00 in Pledged Revenue Obligations for new and recently completed capital projects
- * Successfully negotiated franchise/cable licensing agreement with Cable One
- * Successfully negotiated a resolution for a dispute with a performer at the Thunder Valley Rally 2014 event that avoided costly formal proceedings
- * Assisted with and coordinated the effort to satisfy staff and board of the Water Infrastructure Finance Authority (WIFA) that the four private water companies acquired through a "friendly condemnation" process in 2004 were in fact acquired from "willing sellers"; thus enabling the City to access approximately \$13 million in loan funds at below market rates and \$550,000.00 in forgivable principal to refinance the City's 2005 revenue bonds and install a waterline, all at a present-dollar savings of approximately
- * Worked with outside counsel and representatives of the developer of the Highland Square Senior Living Apartment Community to provide the developer with a loan from the City that helped the developer secure the low-income tax credits necessary to make the approx. \$ 8,000,000.00 project economically viable
- * Worked with staff and counsel to develop an IGA for four other are Fire/EMS agencies for emergency dispatch services through which these agencies will be dispatched out of the City's new Emergency Communications Center.

FY 2016 Goals:

- * Continue to work collaboratively with the Federal Aviation Administration (FAA) and local stake holders to resolve grant assurance/regulatory enforcement matters in a mutually satisfactory manner
- * Update/revise and codify City's Human Resource Manual
- * Revise Subdivision Ordinance with respect to required assurances for installation of public infrastructure
- * Negotiate/develop appropriate development agreement for the proposed 89A/Vine (previously known as Bella Montana) subdivision
- * Provide counsel and assistance in upcoming retirement/refinancing of Series 2006 Water System Revenue Bonds and related joint financing agreements with the Town of Clarkdale
- * Negotiate second, comprehensive development agreement for the remainder of the Mesquite Hills subdivision i.e. Phase 1, Unit 3, and Phase 2 and 3
- * Continue to streamline and standardize City's procurement processes.

Budget Highlights:

The only significant change to this budget is in the Personnel line because of the merit program. There is no capital programmed for FY 2016. No Cost of Living Adjustment (COLA) has been budgeted, but the COLA percentage of 1.7

Performance Indicators				
City Council Goal:	<i>* New Performance Indicators are being developed for this department *</i>			
Department Objective:				
Type of Measure:				
Tool:				
Frequency:				
Scoring:				
Trend:				
Measures:	Actual		Estimated	Anticipated
	2013	2014	2015	2016

City Council Goal:				
Department Objective:				
Type of Measure:				
Tool:				
Frequency:				
Scoring:				
Trend:				
Measures:	Actual		Estimated	Anticipated
	2013	2014	2015	2016

City Council Goal:				
Department Goal:				
Objective:				
Type of Measure:				
Tool:				
Frequency:				
Scoring:				
Trend:				
Measures:	Actual		Estimated	Anticipated
	2013	2014	2015	2016

General Government		Legal		Fund 01 - General Fund		Cost Center	1300
Summary by Category							
Expenditure Category	2014	2015		2016	Percent Change		
	Actual	Budget	Revised	Final			
Personnel	\$194,208	\$210,590	\$223,260	\$234,220	4.91%		
Operating Supplies	66	125	135	125	-7.41%		
Contractual Services	122,230	144,000	167,000	170,000	1.80%		
Other Services and Charges	6,263	5,250	5,780	7,850	35.81%		
Capital Outlay	0	0	4,030	0	-100.00%		
Debt Service	0	0	0	0	0.00%		
Department Totals	<u>\$322,767</u>	<u>\$359,965</u>	<u>\$400,205</u>	<u>\$412,195</u>	<u>3.00%</u>		

Departmental Fund Sources		
Funding Sources	Amount	% of Funding
General Fund	\$412,195	100.00%
Total Funding		<u>100.00%</u>

General Government		Legal		Fund 01 - General Fund		Cost Center	1300
Supplemental Data: Personnel							
Authorized Positions Job Classifications	Number of FTE's			Salary Range		2016	
	2014	2015	2016	Minimum	Maximum	Budget	
City Attorney	1.00	1.00	1.00	Contract		\$182,958	
COLA						0	
Vehicle Allowance						5,400	
Merit Contingency						762	
Longevity						0	
Temporary / Reserves						0	
Overtime						0	
Retirement						21,690	
Insurance & Taxes						23,410	
Employee Related Expenses						0	
Totals	<u>1.00</u>	<u>1.00</u>	<u>1.00</u>			<u>\$234,220</u>	

General Government	Legal	Fund 01 - General Fund			Cost Center	1300
Supplemental Data: Expenditures						
Item	2014	2015		2016	Percent Change	
	Actual	Budget	Revised	Final		

Supplies

Office Supplies	38	100	100	100	0.00%
Copier Supplies	20	0	25	0	-100.00%
Postage & Freight	8	25	10	25	150.00%
Total Supplies	66	125	135	125	-7.41%

Contractual Services

Prosecuting Attorney	84,000	84,000	87,000	90,000	3.45%
Contract Services	38,230	60,000	80,000	80,000	0.00%
Total Contractual Services	122,230	144,000	167,000	170,000	1.80%

Other Services and Charges

Travel & Training	771	1,000	1,000	2,500	150.00%
Subscriptions & Memberships	3,363	2,300	2,700	3,000	11.11%
Printing & Forms	0	0	30	0	-100.00%
Utilities	625	750	450	600	33.33%
Telephone Expense	1,504	1,200	1,600	1,750	9.38%
Legal Advertising	0	0	0	0	0.00%
Total Other Services & Charges	6,263	5,250	5,780	7,850	35.81%

Supplemental Data: Capital Outlay					
Item Description	2014	2015		2016	
	Actual	Budget	Revised	Final	
Computer			4,030		
	\$0	\$0	\$4,030	\$0	

General Information:

The Non-Departmental Department was established to account for short term lease purchase agreements and other contractual services. This department budgets the City's contribution to Yavapai County for health and emergency services, accounts for the City's contribution to the Verde Valley Chamber of Commerce, and the payment of liability insurance.

This department now accounts for Operating Transfers from the General Fund to all other funds needing additional revenues for continued operations as well as paying and monitoring the City's Lease Purchase contracts.

FY 2015 Accomplishments:

- * Continued prompt payment of all City capital leases
- * Continued prompt payment of all City Debt Service
- * Settled all claims promptly through the Risk Management Manager.

FY 2016 Goals:

- * Reconcile operating transfer-outs at the end of every fiscal year
- * Maintain prompt payment of all City capital leases
- * Maintain prompt payment of all City Debt Service.

Budget Highlights:

There are no other significant changes to this budget.

General Government	Non-Departmental	Fund 01 - General Fund	Cost Center	1800
City Council Goal:	<i>* New Performance Indicators are being developed for this department *</i>			
Department				
Objective:				
Type of Mea				
Tool:				
Frequency:				
Scoring:				
Trend:				
Measures:	Actual		Estimated	Anticipated
	2013	2014	2015	2016

City Council Goal:				
Department				
Objective:				
Type of Mea				
Tool:				
Frequency:				
FY 2015 Acc				
Trend:				
Measures:	Actual		Estimated	Anticipated
	2013	2014	2015	2016

FY 2016 Goals:				
Department Goal:				
Objective:				
Type of Measure:				
Tool:				
Frequency:				
Scoring:				
Trend:				
Measures:	Actual		Estimated	Anticipated
	2013	2014	2015	2016

General Government		Non-Departmental		Fund 01 - General Fund		Cost Center	1800
Summary by Category							
Expenditure Category	2014		2015		2016	Percent Change	
	Actual	Budget	Revised	Final			
Personnel	\$0	\$0	\$0	\$0	\$0	0.00%	
Operating Supplies	0	0	0	0	0	0.00%	
Contractual Services	47,712	1,500	3,500	3,500	3,500	0.00%	
Other Services and Charges	415,368	434,000	425,000	444,000	444,000	4.47%	
Operating Transfers	1,055,086	737,655	782,365	826,810	826,810	5.68%	
Debt Service	385,324	488,955	478,165	433,475	433,475	-9.35%	
Department Totals	<u>\$1,903,490</u>	<u>\$1,662,110</u>	<u>\$1,689,030</u>	<u>\$1,707,785</u>	<u>\$1,707,785</u>	<u>1.11%</u>	

Departmental Fund Sources		
Funding Sources	Amount	% of Funding
General Fund	\$1,707,785	100.00%
FY 2015 Accomplishments:	Total Funding	<u><u>100.00%</u></u>

Supplemental Data: Personnel						
Authorized Positions Job Classifications	Number of FTE's			Salary Range		2016
	2014	2015	2016	Minimum	Maximum	Budget
N/A						
Temporary / Reserves						
Insurance & Taxes						
Employee Related Expenses						
Totals	<u>0.00</u>	<u>0.00</u>	<u>0.00</u>			<u>\$0</u>

General Government	Non-Departmental	Fund 01 - General Fund			Cost Center	1800
Supplemental Data: Expenditures						
Item	2014	2015		2016	Percent Change	
	Actual	Budget	Revised	Final		

Supplies

N/A	0	0	0	0	0.00%
Total Supplies	0	0	0	0	0.00%

Contractual Services

Auction Fees	12,882	1,500	3,500	3,500	0.00%
Contractual Services	34,830	0	0	0	0.00%
Trustee Fees	0	0	0	0	0.00%
Total Contractual Services	47,712	1,500	3,500	3,500	0.00%

Other Services and Charges

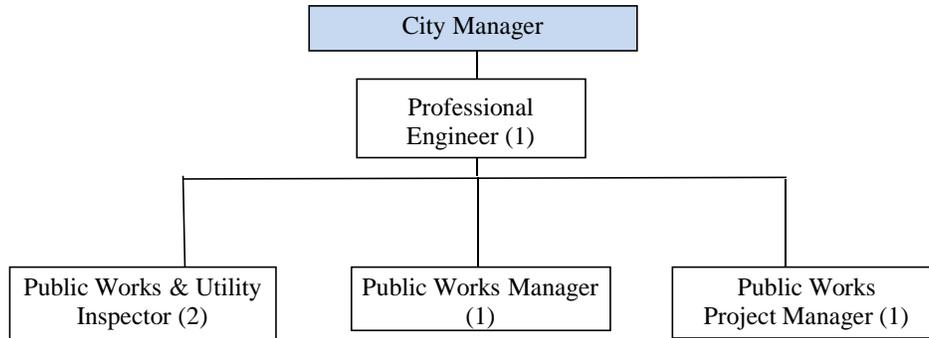
Liability Insurance	201,143	294,000	275,000	294,000	6.91%
Liability-Claims Deductible	53,882	20,000	20,000	20,000	0.00%
Chamber of Commerce	160,343	120,000	130,000	130,000	0.00%
Total Other Services & Charges	415,368	434,000	425,000	444,000	4.47%

Debt Service

Lease Payment - Police Cars- 09/10	41,436	43,460	43,460	0	-100.00%
Lease Payment - Fire Truck - SunTrust	85,465	10,545	0	0	0.00%
Lease Payment - Mobile Data Terminals	0	0	0	0	0.00%
Lease Payment - City Wide FY 12	112,428	119,760	119,765	122,180	2.02%
Lease Payment - Communications Center	0	165,100	165,095	166,750	1.00%
Lease Payment - FY13 City Wide	119,402	121,330	121,330	123,285	1.61%
Interest -LP PD VEH 09-10	3,283	1,260	1,260	0	-100.00%
Interest -LP Fire Rescue	4,535	250	0	0	0.00%
Interest -LP Mobile Data	0	0	0	0	0.00%
Interest -LP - FY12 City Wide	9,351	6,760	6,760	4,380	-35.21%
Interest -LP Communications Center	0	12,990	12,995	11,335	-12.77%
Interest -LP FY13 City Wide	9,424	7,500	7,500	5,545	-26.07%
	385,324	488,955	478,165	433,475	-9.35%

Supplemental Data: Operating Transfers						
Item Description	2014	2015		2016	Percent Change	
	Actual	Budget	Revised	Final		
Operating Transfers - HURF-Streets/Transit	\$305,268				0.00%	
Operating Transfers - HURF-Transit					0.00%	
Operating Transfers - Library	730,659	718,430	760,845	\$801,285	5.32%	
Operating Transfers - Cemetery	19,159	19,225	21,520	25,525	18.61%	
Operating Transfers - Airport					0.00%	
Operating Transfers - Debt Services					0.00%	
	\$1,055,086	\$737,655	\$782,365	\$826,810		

Organizational Chart:



Note: Only unshaded boxes are included in this budget.

General Information:

The Engineering Services Department executes plans, examination of private development improvements and subdivisions. Public and private development improvements inspections. As well as the responsibility of ensuring that all structures, utilities and construction within the city limits are constructed and maintained to comply with the minimum safety standards as set forth in the Final Building codes. This includes but is not limited to code review, plan review, issuing building permits, field inspections, investigation of complaints and public relations. Engineering Services also supervises certain City building and remodeling projects, and design of Utility and Streets projects .

FY 2015 Accomplishments:

- * Completed the flood plain re-delineation of Railroad Wash with FEMA, the Federal Emergency Management Agency
- * Completed Intergovernmental Agreement (IGA) with the Arizona Department of Transportation for State Route 260
- * Finalized the design of the expansion for Lift Station 4 Wet Well
- * Successfully completed design work for several sidewalk (including drainage) projects including on Mickelsen Parkway, Cottonwood Street and Cactus Street as well as for a variety of general projects such as the slab for the skate park, the Police Department's incinerator installation plan, and the Candy Lane culvert replacement
- * Completed the design of the reclaimed injection well at the Waste Water Treatment Plant on Mingus Avenue
- * Successfully implemented a clean and economic brush burning program that addressed citizen complaints and will cut operation costs for the Transfer Station
- * Completed the design work for the arch, kiosk, wall, gate and picnic area at the Old Town Jail in Old Town Cottonwood
- * Completed asbuilts at Verde Santa Fe well site
- * Executed inspection of the airport run overlay project.

FY 2016 Goals:

- * Complete the design of Mingus Avenue from Willard Street to 10th Street
- * Complete city-wide drainage study
- * Continue to execute the City's Stormwater Management Plan
- * Create maps of City facilities
- * Update the City's right-of-way permit
- * Create permits for a flood plain development and for placing obstacles within right-of-way on City property
- * Finalize road safety analysis for the street section of 10th Street that runs between Mingus Avenue and Main as well as for the section of Willard Street that is located between Mingus Avenue and Main
- * Design hangglider landing area at the airport.

Budget Highlights:

The only significant change to this budget is in the Personnel line because of the merit program. There is no capital programmed for FY 2016. No Cost of Living Adjustment (COLA) has been budgeted, but the COLA percentage of 1.7 has been applied to all salary ranges to maintain competitive wages.

General Government	Engineering	Fund 01 - General Fund	Cost Center	1410
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Performance Indicators					
City Council Goal:	Strive to Provide Effective and Efficient Services				
Department Goal:	Keep the turn around time on plans within three weeks for receipt				
Objective:	Return comments to applicants within three weeks of receipt of plan(s) by the Department				
Type of Measure:					
Tool:	Plans submitted				
Frequency:	As necessary				
Scoring:	≥ 90% or greater response time within three weeks time frame				
Trend:	New measure				
Measures:		Actual	Estimated	Estimated	Anticipated
		2013	2014	2015	2016
Percentage of instances in which response time was ≤ 3 weeks		N/A	N/A	N/A	90%

City Council Goal:					
Department Goal:					
Objective:					
Type of Measure:					
Tool:					
Frequency:					
Scoring:					
Trend:					
Measures:		Actual		Estimated	Anticipated
		2013	2014	2015	2016

General Government	Engineering	Fund 01 - General Fund			Cost Center	1410
Summary by Category						
Expenditure Category	2014	2015		2016	Percent Change	
	Actual	Budget	Revised	Final		
Personnel	\$314,827	\$380,730	\$393,635	\$387,525	-1.55%	
Operating Supplies	9,074	8,850	9,300	9,850	5.91%	
Contractual Services	7,687	7,000	4,500	3,000	-33.33%	
Other Services and Charges	15,566	16,000	20,050	20,750	3.49%	
Capital Outlay	56	2,000	0	0	0.00%	
Debt Service	0	0	0	0	0.00%	
Department Totals	\$347,210	\$414,580	\$427,485	\$421,125	-1.49%	

Departmental Fund Sources		
Funding Sources	Amount	% of Funding
General Fund	\$421,125	100.00%
Total Funding		<u>100.00%</u>

Supplemental Data: Personnel						
Authorized Positions Job Classifications	Number of FTE's			Salary Range		2016
	2014	2015	2016	Minimum	Maximum	Budget
Public Works & Utility Inspector	2.00	2.00	2.00	3,266	4,813	\$84,580
Professional Engineer	1.00	1.00	1.00	5,320	7,840	68,401
Civil Engineer Tech I	1.00	1.00	0.00	3,429	5,054	0
Drafter/Designer	1.00	1.00	0.00	3,781	5,572	0
Public Works Project Manager	1.00	1.00	1.00	3,781	5,572	51,458
Public Works Manager	0.00	0.00	1.00	5,067	7,466	63,392
COLA						
Merit Contingency						10,189
Longevity						
Overtime						2,500
Retirement						32,180
Insurance & Taxes						74,825
Employee Related Expenses						0
Totals	6.00	6.00	5.00			\$387,525

General Government	Engineering	Fund 01 - General Fund		Cost Center	1410
Supplemental Data: Expenditures					
Item	2014	2015		2016	Percent Change
	Actual	Budget	Revised	Final	

Supplies

Office Supplies	697	500	800	1,000	25.00%
Copier Supplies	1,518	1,200	0	0	0.00%
Gas & Oil	3,212	3,100	4,500	5,000	11.11%
Vehicle Maint & Repairs	171	1,500	1,500	1,500	0.00%
Equipment Maint & Repairs	15	500	50	500	900.00%
Operational Supplies	2,410	1,500	1,500	1,000	-33.33%
Clothing Allowance	1,041	500	800	800	0.00%
Postage & Freight	9	50	150	50	-66.67%
Total Supplies	9,074	8,850	9,300	9,850	5.91%

Contractual Services

Computer Support	1,799	1,500	1,000	1,000	0.00%
Contractual Services	5,889	5,500	3,500	2,000	
Total Contractual Services	7,687	7,000	4,500	3,000	-33.33%

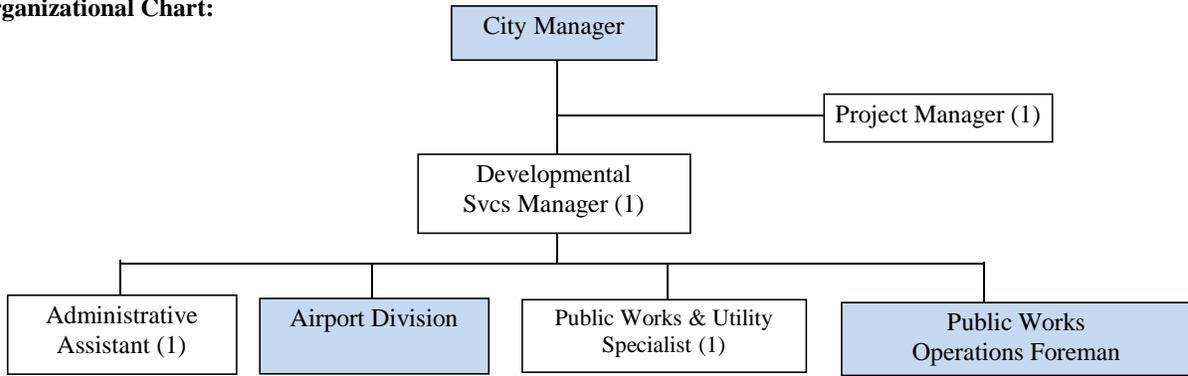
Other Services and Charges

Travel & Training	0	2,000	1,000	1,000	0.00%
Subscriptions & Memberships	2,667	2,800	2,000	2,200	10.00%
Printing & Forms	55	200	50	50	0.00%
Utilities	9,693	8,000	13,500	14,000	3.70%
Telephone	3,152	3,000	3,500	3,500	0.00%
Total Other Services & Charges	15,566	16,000	20,050	20,750	3.49%

Supplemental Data: Capital Outlay					
Item Description	2014	2015		2016	
	Actual	Budget	Revised	Final	
Laptops/Toughbooks					
Auto CADD					
Auto Turn Software			\$2,000		
	\$0	\$0	\$2,000	\$0	

Public Works

Organizational Chart:



Note: Only unshaded boxes are included in this budget.

General Information:

Public Works provides technical and administrative support to the Street, Airport, Facilities Maintenance and Cemetery Divisions. Streets capital projects, such as new street construction, overlays and surface treatments are managed by Public Works staff. With the addition of the Project Manager, building capital projects are managed at Public Works.

FY 2015 Accomplishments:

- * Maintained oversight of services performed for the existing street, sidewalk, storm water and airport infrastructure and facilities
- * Successfully conducted free waste drop-off for city residents
- * Successfully implemented a clean and economic brush burning program that addressed citizen complaints and will cut operation costs for the Transfer Station.

FY 2016 Goals:

- * Continue the operation of solid waste at the Transfer Station
- * Complete the procurement of the contractor to execute new street striping and a bi-annual city-wide street striping.

Budget Highlights:

The only significant change to this budget is in the Personnel line because of the merit program. There is no capital programmed for FY 2016. No Cost of Living Adjustment (COLA) has been budgeted, but the COLA percentage of 1.7 has been applied to all salary ranges to maintain competitive wages.

General Government	Public Works	Fund 01 - General Fund	Cost Center	1600	
Performance Indicators					
City Council Goal:	Strive to Provide Effective and Efficient Services				
Department Goal:	Keep the Transfer Station open to the public as much as possible				
Objective:	Increase hours of operations at the transfer station while maintaining a positive cash flow				
Type of Measure:	Efficiency				
Tool:	Cash Reconciliation Sheets				
Frequency:	Weekly				
Scoring:	Average monthly cost recovery (Revenue ÷ Cost) is positive				
Trend:	N/A New Measure FY 2012				
Measures:		Actual		Estimated	Anticipated
		2013	2014	2015	2016
Hours of Operation (weekly)	48	48	48		
Revenue (monthly)	\$10,097	\$10,670	\$10,800		
Operational Cost (monthly)	\$8,750	\$10,900	\$10,900		
Cost recovery (monthly)	113%	98%	99%		

City Council Goal:	Strive to Provide Effective and Efficient Services				
Department Goal:	Analyze the current work stream to verify work is being completed in a timely manner				
Objective:	Begin tracking work orders and show that 75% of work orders are begun within 48 hours				
Type of Measure:	Efficiency				
Tool:	Work Orders				
Frequency:	Monthly				
Scoring:	Percent completed within 48 hours are >75% = Excellent: 70%-75% = Acceptable: <70% needs review				
Trend:	N/A New Measure FY 2013				
Measures:		Actual		Estimated	Anticipated
		2013	2014	2015	2016
Total number of work order	Unknown	Unknown	Unknown	Unknown	
% Work orders begun within 48 hours	75%	75%	75%	75%	

General Government	Public Works	Fund 01 - General Fund			Cost Center	1600
Summary by Category						
Expenditure Category	2014	2015		2016	Percent Change	
	Actual	Budget	Revised	Final		
Personnel	\$339,214	\$357,910	\$323,425	\$349,045	7.92%	
Operating Supplies	8,202	5,750	4,140	3,950	-4.59%	
Contractual Services	115,980	169,800	179,050	150,500	-15.95%	
Other Services and Charges	7,333	8,870	8,750	9,150	4.57%	
Capital Outlay	0	0	0	0	0.00%	
Debt Service	0	0	0	0	0.00%	
Department Totals	<u>\$470,729</u>	<u>\$542,330</u>	<u>\$515,365</u>	<u>\$512,645</u>	<u>-0.53%</u>	

Departmental Fund Sources		
Funding Sources	Amount	% of Funding
General Fund	\$382,645	74.64%
Transfer Station Fees	130,000	25.36%
	Total Funding	<u>100.00%</u>

Supplemental Data: Personnel						
Authorized Positions Job Classifications	Number of FTE's			Salary Range		2016
	2014	2015	2016	Minimum	Maximum	Budget
Developmental Svcs Manager	1.00	1.00	1.00	5865	8643	\$79,568
Administrative Assistant	1.00	1.00	1.00	2559	3771	36,009
PW Project Manager	1.00	1.00	1.00	4596	6772	57,900
Public Works & Utility Specialist	1.00	1.00	1.00	2962	4365	46,591
COLA						0
Merit Contingency						7,782
Longevity						0
Temporary / Reserves						25,000
Overtime						2,500
Retirement						29,290
Insurance & Taxes						64,405
Employee Related Expenses						0
Totals	<u>4.00</u>	<u>4.00</u>	<u>4.00</u>			<u>\$349,045</u>

General Government	Public Works	Fund 01 - General Fund		Cost Center	1600
Supplemental Data: Expenditures					
Item	2014	2015		2016	Percent Change
	Actual	Budget	Revised	Final	

Supplies

Office Supplies	1,612	1,000	1,650	1,200	-27.27%
Copier Supplies	1,514	1,500	200	1,000	400.00%
Gas & Oil	710	1,000	350	500	42.86%
Vehicle Maint & Repairs	1,274	1,000	900	500	-44.44%
Equipment Maint & Repairs	80	250	180	250	38.89%
Operational Supplies	2,952	950	660	450	-31.82%
Postage & Freight	60	50	200	50	-75.00%

Total Supplies	8,202	5,750	4,140	3,950	-4.59%
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Contractual Services

Computer Support	852	1,200	450	500	11.11%
Contractual Services	115,128	168,600	178,600	150,000	-16.01%

Total Contractual Services	115,980	169,800	179,050	150,500	-15.95%
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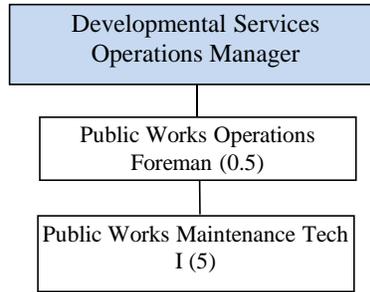
Other Services and Charges

Travel & Training	500	1,000	150	350	133.33%
Subscriptions & Memberships	0	0	0	0	0.00%
Utilities	3,332	4,610	3,000	3,100	3.33%
Telephone	3,502	3,260	5,600	5,700	1.79%
Legal Advertising	0	0	0	0	0.00%

Total Other Services & Charges	7,333	8,870	8,750	9,150	4.57%
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Supplemental Data: Capital Outlay									
Item Description	2014	2015		2016					
	Actual	Budget	Revised	Final					
N/A									
<table border="1"> <tr> <td>\$0</td> <td>\$0</td> <td>\$0</td> <td>\$0</td> </tr> </table>						\$0	\$0	\$0	\$0
\$0	\$0	\$0	\$0						

Organizational Chart:



Note: Only unshaded boxes are included in this budget.

General Information:

The Parks & Building Maintenance Department provides necessary and functional support to all other departments through building/facilities maintenance management. The department also has overall caretaker responsibilities for total grounds maintenance programs of more than 34 acres of park lands, open space areas, cemetery facilities and approximately 180,000 square feet of buildings operated by the municipality.

FY 2015 Accomplishments:

- * Resurfacing of the Garrison Park bridge
- * Installation of two shade structures; one at the Skate park and one at the Dog Park
- * Placement of cleaning systems in all swamp coolers city-wide
- * Repainting of the ramadas at Riverfront Park and Garrison Park
- * Successfully installed playground equipment at Riverfront Park.

FY 2016 Goals:

- * Continue to conduct all parks and building maintenance functions, including those for the disc golf course.

Budget Highlights:

Capital has been budgeted for FY 2016 for the maintenance of public parking lots (\$300,000), the rehabilitation of the parks' irrigation systems (\$30,000), and for ground maintenance supplies for park improvements (\$20,000). There is a significant increase in Personnel costs, mostly due to the addition of a Public Works Maintenance Tech I. Merit increases continue to be awarded. No Cost of Living Adjustment (COLA) has been budgeted, but the COLA percentage of 1.7 has been applied to all salary ranges to maintain competitive wages.

Culture & Recreation	Parks & Building Maintenance	Fund 01 - General Fund	Cost Center	1610
City Council Goal:	Strive to maintain a uniquely desirable and sustainable community			
Department Goal:	Maintain existing acres of field mowed			
Objective:	Mow all City owned/maintained turf weekly during mowing season			
Type of Measure:	Acres of field mowed			
Tool:	System monitoring			
Frequency:	Weekly			
Scoring:	Field acre			
Trend:	Maintain existing acres of field mowed			
Measures:	Actual		Estimated	Anticipated
	2013	2014	2015	2016
Acres of turf	33	33	33	

City Council Goal:	Strive to maintain a uniquely desirable and sustainable community			
Department Goal:	Provide park, grounds and building maintenance and respond in a timely manner			
Objective:	Begin tracking work orders and respond to 75% of work orders within 48 hours			
Type of Measure:	Outcome			
Tool:	Work Orders			
Frequency:	Monthly			
Scoring:	% above 75%			
Trend:	NA			
Measures:	Actual		Estimated	Anticipated
	2013	2014	2015	2016
Total number of work orders	N/A	N/A	N/A	N/A
Percentage of work orders responded to within 48 hours	N/A	N/A	N/A	N/A

Culture & Recreation	Parks & Building Maintenance	Fund 01 - General Fund		Cost Center	1610
Supplemental Data: Expenditures					
Item	2014	2015		2016	Percent Change
	Actual	Budget	Revised	Final	

Supplies

Office Supplies	149	0	50	0	-100.00%
Gas & Oil	11,296	14,000	13,000	14,000	7.69%
Vehicle Maint & Repairs	3,302	4,700	4,700	4,700	0.00%
Equipment Maint & Repairs	7,731	5,500	4,500	5,000	22.22%
Grounds/Parks Maintenance Supplies	27,042	25,000	25,000	25,000	0.00%
Postage/Freight	13	20	20	20	0.00%

Total Supplies	49,533	49,220	47,270	48,720	3.07%
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Contractual Services

Computer Support	727	200	1,200	1,200	-83.33%
Contractual Services	45,724	50,000	40,000	2,000	25.00%
Ground Maintenance Contract	10,081	12,500	500	0	2400.00%

Total Contractual Services	56,532	62,700	41,700	3,200	-92.33%
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Other Services and Charges

Travel & Training	0	1,000	600	1,000	66.67%
Utilities	7,643	7,000	17,000	7,500	-58.82%
Telephone	132	250	970	1,000	-74.23%
Tools	2,512	2,000	2,000	3,000	0.00%
Equipment Rental	1,061	1,500	800	800	87.50%
Maintenance & Repairs (city buildings)	87,989	71,400	46,665	24,100	53.01%
Vandalism Repairs	574	1,200	1,900	1,200	-36.84%

Total Other Services & Charges	99,910	84,350	69,935	38,600	-44.81%
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Supplemental Data: Capital Outlay					
Item Description	2014	2015		2016	
	Actual	Budget	Revised	Final	
Gator	\$19,000				
Maintenance Public Parking Lots				\$300,000	
Rehabilitation (ongoing) of Park Irrigation Systems				30,000	
Skate Park Construction	25,000				
Roller Hockey Court Board	25,000				
Mowers (3)					
Playground Apparatus (for parks x3)	3,051				
Ground Maintenance Supplies for Park Improvements				20,000	
	\$72,051	\$0	\$0	\$350,000	

Culture & Recreation	Parks & Building Maintenance	Fund 01 - General Fund		Cost Center	1610
Summary by Category					
Expenditure Category	2014	2015		2016	Percent Change
	Actual	Budget	Revised	Final	
Personnel	\$253,156	\$303,170	\$236,710	\$325,350	37.45%
Operating Supplies	49,533	49,220	47,270	48,720	3.07%
Contractual Services	56,532	62,700	41,700	3,200	-92.33%
Other Services and Charges	99,910	84,350	69,935	38,600	-44.81%
Capital Outlay	72,051	0	2,500	350,000	13900.00%
Debt Service	0	0	0	0	0.00%
Department Totals	<u>\$531,182</u>	<u>\$499,440</u>	<u>\$398,115</u>	<u>\$765,870</u>	<u>92.37%</u>

Departmental Fund Sources		
Funding Sources	Amount	% of Funding
General Fund	\$765,870	100.00%
Total Funding		<u>100.00%</u>

Supplemental Data: Personnel						
Authorized Positions Job Classifications	Number of FTE's			Salary Range		2016
	2014	2015	2016	Minimum	Maximum	Budget
Public Works Superintendent	0.50	0.50	0.00	4,377	6,450	\$0
PW Operations Foreman	0.00	0.00	0.50	3,601	5,306	21,244
Public Works Maintenance Tech. I	4.00	4.00	5.00	2,211	3,258	150,273
Facilities Maint Tech III	1.00	1.00	0.00	2,321	3,421	0
COLA						0
Merit Contingency						6,473
Longevity						0
Holiday Pay						250
Clothing Allowance						1,500
Overtime						3,000
Temporary Employees						52,000
Retirement						20,790
Insurance & Taxes						69,820
Employee Related Expenses						0
Totals	<u>5.50</u>	<u>5.50</u>	<u>5.50</u>			<u>\$325,350</u>

Organizational Chart:

None

General Information:

Custodial Services handles all the cleaning of all city-owned buildings. This department does not deal with grounds-keeping. Custodial Services is a division of the Community Services Department.

FY 2015 Accomplishments:

- * Outsourcing of full custodial services saves the City approximately \$50,000 to \$75,000 annually. These savings continue to accurately follow the calculations made.
- * The full service cleaning operations continue to meet the expectations for the health standards. The contract now also provides full cleaning service for the buildings of the Emergency Operations Center (EOC) and the Community Development Services.

FY 2016 Goals:

- * Establish a high level rating for quality control functions through a proper communication and reporting process of problem issues by focusing on short response times, monthly departmental communications and monthly contract evaluations
- * Continue to provide for and offer quality full service operations by seeking ways to operate more efficient with less funding.

Budget Highlights:

There's an increase in the amount budgeted for custodial services due to an increase in the number of locations being serviced.

Culture & Recreation	Custodial Services	Fund 01 - General Fund	Cost Center	1620	
Performance Indicators					
City Council Goal: Providing excellence and quality in delivering a healthy and sanitary work environment to staff employees and the visiting public at all city buildings and facilities.					
Department Goal: Continue to provide quality full service custodial operations with a constant reliance upon efficiency and satisfaction of the city staff and public served.					
Objective: Increase quality control and effective operational support to staff thereby mitigating poor services City-					
Type of Measure: Monthly quality control and operations review through facility staff critique of services					
Tool: Monthly evaluation totals on Service Review forms					
Frequency: Monthly					
Scoring: Increase in monthly average totals					
Trend: Upward					
		Actual		Estimated	Anticipated
		2013	2014	2015	2016
Measures:					
Increase in overall monthly averages as totaled on an annual basis		18%	20%	22%	

Culture & Recreation		Custodial Services		Fund 01 - General Fund		Cost Center	1620
Summary by Category							
Expenditure Category	2014	2015		2016	Percent Change		
	Actual	Budget	Revised	Final			
Personnel		\$0			\$0	0.00%	
Operating Supplies	196	0	3,800	0	-100.00%		
Contractual Services	133,420	132,000	191,900	225,510	17.51%		
Other Services and Charges	0	0	0	0	0.00%		
Capital Outlay	0	0	0	0	0.00%		
Debt Service	0	0	0	0	0.00%		
Department Totals	\$133,616	\$132,000	\$195,700	\$225,510	15.23%		

Departmental Fund Sources		
Funding Sources	Amount	% of Funding
General Fund	\$225,510	100.00%
Total Funding		100.00%

Supplemental Data: Personnel						
Authorized Positions Job Classifications	Number of FTE's			Salary Range		2016
	2014	2015	2016	Minimum	Maximum	Budget
Custodian	0.00	0.00	0.00	N/A		\$0
Clothing Allowance						0
Merit Contingency						0
Temporary / Reserves						0
Overtime						0
Retirement						0
Insurance & Taxes						0
Employee Related Expenses						0
Totals	0.00	0.00	0.00			\$0

Culture & Recreation	Custodial Services	Fund 01 - General Fund			Cost Center	1620
Supplemental Data: Expenditures						
Item	2014	2015		2016	Percent Change	
	Actual	Budget	Revised	Final		

Supplies

Janitorial Supplies	196	0	3,800	0	-100.00%
Total Supplies	<u>196</u>	<u>0</u>	<u>3,800</u>	<u>0</u>	<u>-100.00%</u>

Contractual Services

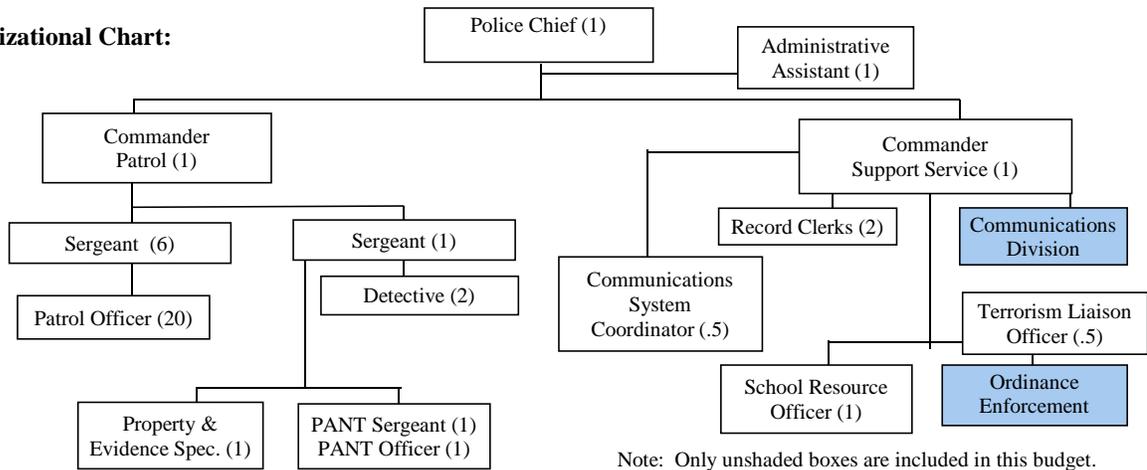
Custodial Contract	133,421	132,000	191,900	225,510	17.51%
Total Contractual Services	<u>133,421</u>	<u>132,000</u>	<u>191,900</u>	<u>225,510</u>	<u>17.51%</u>

Other Services and Charges

Equipment Rental	0	0	0	0	0.00%
Total Other Services & Charges	<u>0</u>	<u>0</u>	<u>0</u>	<u>0</u>	<u>0.00%</u>

Supplemental Data: Capital Outlay						
Item Description	2014	2015		2016	Percent Change	
	Actual	Budget	Revised	Final		
N/A						
	<u>\$0</u>	<u>\$0</u>	<u>\$0</u>	<u>\$0</u>	<u>0.00%</u>	

Organizational Chart:



General Information:

The Police Department’s mission statement is: “To create a community partnership by fair, courteous and efficient public service.” The Police Department provides the community with protection of life and property through both residential and commercial patrol, along with an array of specialty programs. Drug prevention and criminal apprehension are enhanced by the use of a police service dog. Motorcycle patrol is utilized in accident investigation and prevention. Major felony investigations and case follow-up are provided through detective positions.

FY 2015 Accomplishments:

- * Applied for and received grant funds in the amount of \$30,000 from Homeland Security for bullet resistant vests for the Strategic Weapons Attack Team (SWAT)
- * Received grant funds (\$81,000) from Homeland Security to upgrade radio capabilities
- * Maintained current staffing and employee morale
- * Continued to develop and implement strategies to reduce employee turnover and to ensure continuous recruitment to fill vacancies
- * Obtained \$15,000 in grant funding for the DUI enforcement
- * Obtained and issued seven wearable cameras through RICO (Racketeer Influenced and Corrupt Organizations Act) funding
- * Obtained grant for \$15,000 from Governor's Office of Highway Safety (GOHS)
- * Vigorously assisted Walmart Supercenter with a shoplifter identification and apprehension detail
- * Received grant funding of \$46,390 for a vehicle for Aggressive Driving and DUI enforcement
- * Installed 10 additional in-car video systems
- * Implemented the Reserve Officer Program
- * Successfully completed the construction of the Emergency Operations Center in the Multipurpose Room.

FY 2016 Goals:

- * Pursue grants, specifically for those in the area of School Safety Officer
- * Implement training in the Spanish language as well as an incentive program to encourage employees to become bi- or multilingual for better communications with the diverse communities that are being served
- * Continue to maintain current staffing and employee morale
- * Continue to pursue grants for more radio capabilities upgrades
- * Complete in-car video built-out
- * Complete Wearable Video project
- * Continue to maintain current crime prevention ideas
- * Based on the Walmart shooting/brawl incident, identify areas for improvement.

Budget Highlights:

For FY 2016 capital is budgeted for a total of \$13,400 for a copier (\$7,100), a memory scanner (\$1,300) and rifles (\$5,000). Despite the elimination of a police officer position, Personnel costs have increased which is mostly due to the merit program. No Cost of Living Adjustment (COLA) has been budgeted, but the COLA percentage of 1.7 has been applied to all salary ranges to maintain competitive wages.

Public Safety	Police	Fund 01 - General Fund	Cost Center	2000	
Performance Indicators					
City Council Goal: Be Responsive and Accountable					
Department Goal: Ensure the safety of the citizens through public safety efforts and programs					
Objective: Improve solved crime rate and improve public image of law enforcement to foster future partnership while staying in touch and work with our ever changing socio-economic climate					
Type of Measure: Outcome					
Tool: System reports					
Frequency: Annual					
Scoring: Increase from prior year incidents					
Trend: Steady					
Measures:		Actual		Estimated	Anticipated
		2013	2014	2015	2016
Programs to Civic Groups and School Presentations	Input	64	89	200	120
Number of People Contacted	Input	3,413	4,020	4,500	5,000
Total Calls for Service	Work load	16,226	15,823	15,000	15,000
Crimes Reported	Work load	15,722	N/A	N/A	N/A
Crimes Solved	Input	3100	N/A	N/A	N/A
Solved Crime Rate	Outcome	40%	20%	38%	20%
Violent Crimes per 1,000 Citizens	Outcome	0.03	0.02	0.02	0.02
Property Crimes per 1,000 Citizens	Outcome	0.05	0.07	0.04	0.05

City Council Goal: Be Responsive and Accountable					
Department Goal: Ensure the safety of the citizens through public safety efforts and programs					
Objective: Reduce the number of traffic crashes and Alcohol related crashes in the city					
Type of Measure: Outcome					
Tool: System reports and http://www.azdot.gov/mvd/statistics/crash/					
Frequency: Annual					
Scoring: Reduce from prior year incidents					
Trend: Down					
Measures:		Actual		Estimated	Anticipated
		2013	2014	2015	2016
Traffic: Citations	Work load	2,880	2,000	2,600	
Traffic: Written Warnings	Work load	1519	800	1000	
Total traffic crashes reported in city	Outcome	345	200	300	
Alcohol related traffic crashes	Outcome	12	15	20	

Supplemental Data: Capital Outlay				
Item Description	2014	2015		2016
	Actual	Budget	Revised	Final
Copier				\$7,100
Motorcycle Replacement	45,900			
Vehicles (Lease Purchase)	\$96,860			
Bicycle Patrol Program (possible grant funding)				
Building Security Hardware	4,747			
K9 Equipment		2,890	2,890	
Tasers and Peripherals & Firearms		18,700	18,700	
Police Mobile Data Terminals				
Security Camera Upgrades & Watchguard Camera		57,030	57,030	
Vehicle Cameras	85504.17			
Datalogic Memory X3 Scanner & Dock				1,300
Tahoe Storage Boxes				
File Storage Movable Units				
Animal Control Restraint				
Rifles		3,500	3,500	5,000
Emergency Operation Center Equipment	53,370			
VoIP Upgrade	12,552			
	\$298,934	\$82,120	\$82,120	\$13,400

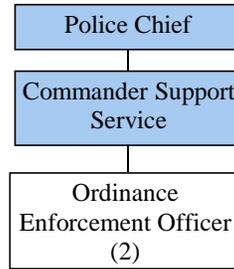
Public Safety	Police	Fund 01 - General Fund			Cost Center	2000
Summary by Category						
Expenditure Category	2014	2015		2016	Percent Change	
	Actual	Budget	Revised	Final		
Personnel	\$3,734,653	\$3,781,045	\$3,722,920	\$4,051,670	8.83%	
Operating Supplies	252,096	250,200	243,500	241,000	-1.03%	
Contractual Services	27,237	45,500	26,500	27,000	1.89%	
Other Services and Charges	212,732	302,070	258,800	374,240	44.61%	
Capital Outlay	298,934	82,120	82,120	13,400	-83.68%	
Debt Service	0	0	0	0	0.00%	
Department Totals	\$4,525,652	\$4,460,935	\$4,333,840	\$4,707,310	8.62%	

Departmental Fund Sources		
Funding Sources	Amount	% of Funding
General Fund	\$4,186,230	88.93%
Inter-local Gov't'l Contracts	197,500	4.20%
Lease Purchase	91,390	1.94%
SB1398 Police Equipment	4,000	0.08%
Grants	228,190	4.85%
Total Funding		100.00%

Supplemental Data: Personnel						
Authorized Positions Job Classifications	Number of FTE's			Salary Range		2016
	2014	2015	2016	Minimum	Maximum	Budget
Police Chief	1.00	1.00	1.00	7,486	11,031	\$116,435
Commander	2.00	2.00	2.00	6,159	9,076	188,591
Sergeant	7.00	7.00	7.00	4,596	6,772	472,216
PANT Officer/Sergeant	2.00	2.00	2.00	3,601	5,306	123,085
Police Officer	21.00	21.00	20.00	3,601	5,306	976,622
School Resource Officer (SRO)	0.00	2.00	1.00	3,601	5,306	55,364
Property & Evidence Specialist	1.00	1.00	1.00	2,962	4,365	48,863
Senior Administrative Assistant	1.00	1.00	1.00	2,962	4,365	41,828
Records Clerk	2.00	2.00	2.00	2,559	3,771	80,600
Communications System Coordinator	0.50	0.50	0.50	3,111	4,584	27,043
Terrorist Liaison Officer	0.50	0.50	0.50	3,601	5,306	27,393
COLA						0
Merit Contingency						52,815
Clothing Allowance						25,000
Holiday Pay						50,000
Car Allowance						5,400
Certification Pay						38,245
Overtime						130,000
Retirement						864,130
Insurance & Taxes						728,040
Employee Related Expenses						0
Totals	38.00	40.00	38.00			\$4,051,670

Public Safety	Police	Fund 01 - General Fund		Cost Center	2000
Supplemental Data: Expenditures					
Item	2014	2015		2016	Percent Change
	Actual	Budget	Revised	Final	
Supplies					
Office Supplies	14,405	13,500	13,000	13,500	3.85%
Copier Supplies	1,192	1,200	1,500	1,500	0.00%
Invest / Detective Expenses	2,873	2,000	2,000	2,000	0.00%
Training Supplies	14,956	15,000	15,000	15,000	0.00%
Gas & Oil	85,311	100,000	90,000	100,000	11.11%
Vehicle Maint & Repairs	76,261	90,000	75,000	85,000	13.33%
Film & Developing	0	0	0	0	0.00%
DUI Expenses	0	500	500	500	0.00%
Equipment Maint & Repairs	41,222	12,000	35,000	10,000	-71.43%
Operational Supplies	2,147	2,000	2,500	2,500	0.00%
Postage & Freight	2,097	2,000	1,500	1,500	0.00%
Building Supplies	2,396	2,500	2,500	2,500	0.00%
Canine Vet & Feed	1,716	1,500	2,000	2,000	0.00%
Protective Clothing	7,519	8,000	3,000	5,000	66.67%
Total Supplies	252,096	250,200	243,500	241,000	-1.03%
Contractual Services					
Computer Support	21,572	40,000	20,000	20,000	0.00%
Contractual Services	2,494	2,500	3,000	3,000	0.00%
Medical Testing	1,833	1,500	2,000	2,500	25.00%
Towing Expense	1,339	1,500	1,500	1,500	0.00%
Medical Investigation Expenses	0	0	0	0	0.00%
Total Contractual Services	27,237	45,500	26,500	27,000	1.89%
Other Services and Charges					
Travel & Training	21,127	20,000	22,500	20,000	-11.11%
Subscriptions & Memberships	1,663	2,000	2,500	2,500	0.00%
Printing & Forms	1,307	1,500	1,500	1,500	0.00%
Utilities	35,422	46,300	40,000	48,000	20.00%
Telephone	44,511	30,800	44,000	48,000	9.09%
Legal Advertising	0	0	0	0	0.00%
Explorer Program	638	750	500	750	50.00%
Safety Expense	1,058	600	1,300	1,300	0.00%
Community Policing	6,435	6,000	6,000	7,000	16.67%
Reserve Program	429	500	1,500	2,000	33.33%
SWAT Equipment	13,818	15,000	15,000	15,000	0.00%
Homeland Security Grant	30,000	81,000	81,000	30,000	-62.96%
Highway Safety Grant	22,882	65,000	13,000	163,390	1156.85%
County RICO Grant	33,443	30,000	30,000	30,000	0.00%
Misc. Grants	0	2,620	0	4,800	0.00%
Total Other Services & Charges	212,732	302,070	258,800	374,240	44.61%

Organizational Chart:



Note: Only unshaded boxes are included in this budget.

General Information:

The Police Department also provides for the enforcement of state and local animal ordinances through the position of an ordinance enforcement officer. As well as the enforcement of building and fire codes through the ordinance enforcement officers.

FY 2015 Accomplishments:

N/A

FY 2016 Goals:

N/A

Budget Highlights:

There are no significant changes for FY 2016. The merit increases are reflected in the higher Personnel costs; no Cost of Living Adjustment (COLA) has been budgeted, but the COLA percentage of 1.7 has been applied to all salary ranges to maintain competitive wages. No capital has been budgeted.

Public Safety	Ordinance Enforcement	Fund 01 - General Fund	Cost Center	2200
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Performance Indicators						
City Council Goal:	Strive to Provide Effective and Efficient Services					
Department Goal:	Reduce animal disease and cruelty issues.					
Objective:	Reduction through education and enforcement					
Type of Measure:	Outcome					
Tool:	System reports					
Frequency:	Annual					
Scoring:	Reduce from prior year incidents					
Trend:	Down					
Measures:			Actual	Estimated	Anticipated	
			2013	2014	2015	2016
Programs to Civic Groups and School Presentations			200	200		
Cruelty cases			18	18		
At-large			293	293		
Animal Bite			43	43		

*Additional Indicators are still being developed for this department						
Department Goal:						
Objective:						
Type of Measure:						
Tool:						
Frequency:						
Scoring:						
Trend:						
Measures:			Actual	Estimated	Anticipated	
			2013	2014	2015	2016

Public Safety	Ordinance Enforcement	Fund 01 - General Fund			Cost Center	2200
Summary by Category						
Expenditure Category	2014	2015		2016	Percent Change	
	Actual	Budget	Revised	Final		
Personnel	\$140,687	\$142,360	\$136,255	\$140,770	3.31%	
Operating Supplies	6,243	6,300	5,800	8,000	37.93%	
Contractual Services	47,261	45,480	60,995	60,380	-1.01%	
Other Services and Charges	718	500	1,000	1,000	0.00%	
Capital Outlay	0	0	0	0	0.00%	
Debt Service	0	0	0	0	0.00%	
Department Totals	<u>\$194,909</u>	<u>\$194,640</u>	<u>\$204,050</u>	<u>\$210,150</u>	<u>2.99%</u>	

Departmental Fund Sources		
Funding Sources	Amount	% of Funding
General Fund	\$210,150	100.00%
Total Funding		<u>100.00%</u>

Supplemental Data: Personnel						
Authorized Positions Job Classifications	Number of FTE's			Salary Range		2015
	2014	2015	2016	Minimum	Maximum	Budget
Ordinance Enforcement Officer	2.00	2.00	2.00	2,962	4,365	\$91,589
COLA						0
Merit Contingency						1,841
Longevity						0
Holiday Pay						3,100
Overtime						1,500
Retirement						11,050
Insurance & Taxes						31,690
Employee Related Expenses						0
Totals	<u>2.00</u>	<u>2.00</u>	<u>2.00</u>			<u>\$140,770</u>

Public Safety	Ordinance Enforcement	Fund 01 - General Fund			Cost Center	2200
Supplemental Data: Expenditures						
Item	2014		2015		2016	Percent Change
	Actual	Budget	Revised	Final		

Supplies

Gas & Oil	5,793	6,000	5,500	6,000	9.09%
Vehicle Maint & Repairs	0	0	0	0	0.00%
Equipment Maint & Repairs	0	0	0	0	0.00%
Small Tools	450	300	300	2,000	0.00%
Total Supplies	6,243	6,300	5,800	8,000	37.93%

Contractual Services

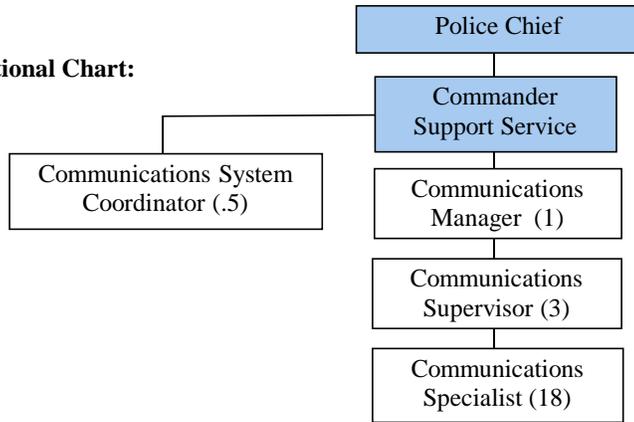
Computer Support	1,151	600	1,115	500	-46.19%
Spay/Neuter Grant Expense	1,609	1,000	16,000	16,000	-93.75%
Kennel Fees	44,501	43,880	43,880	43,880	0.00%
Total Contractual Services	47,261	45,480	60,995	60,380	-1.01%

Other Services and Charges

Travel & Training	718	500	1,000	1,000	-50.00%
Subscriptions & Memberships	0	0	0		0.00%
Total Other Services & Charges	718	500	1,000	1,000	0.00%

Supplemental Data: Capital Outlay					
Item Description	2014	2015	2014	2016	
	Actual	Budget	Revised	Final	
N/A					
	\$0	\$0	\$0	\$0	

Organizational Chart:



Note: Only unshaded boxes are included in this budget.

General Information:

The Communications Division of the Police Department is staffed 24 hours a day, providing the communications link for area police, fire and ambulance agencies. This division is the Public Safety Answering Point, with Enhanced 9-1-1 networking, for citizens of our community and all neighboring jurisdictions. This ensures the integrity of, and supports our goal to provide an emergency number that is answered promptly and serviced professionally for all residents.

FY 2015 Accomplishments:

- * Successfully completed the built-out of and the transition to the new Cottonwood Public Safety Communications Center
- * Hired five new full-time employees who successfully completed the required certification training
- * Radio reception has been strengthened with the building of a higher communications tower
- * Radio functionality was improved with the installation of an additional repeater in Old Town Cottonwood
- * Enhanced functionality of the Mobile Data Computer (MDC) and Automatic Vehicle Locator(AVL) ensuring compliance with federal safety standards by decreasing downtime due to the timely assistance of IT-support
- * Met the National Fire Protection Association (NFPA)1221 Standard for the Installation, Maintenance, and Use of Emergency Services Communications Systems which is pertinent for the operation of a dispatch center.

FY 2016 Goals:

- * Continue transitioning the Fire/EMS dispatching services for the Fire Districts of Sedona, Verde Valley, Montezuma-Rimrock and Cottonwood to the Cottonwood Public Safety Communications Center
- * Increase radio support systems for Fire/EMS service to assure uninterrupted communication
- * Expand functionality and use of the CENS program to other fire agencies in the valley
- * Update the Communications Center training manuals to reflect dispatching particularities of the new fire districts in regards to radio channels/systems
- * Assess Records Management System (RMS) for possible migration to Spillman (the Public Safety and Computer-aided Dispatch software) for storage of all reports in electronic format
- * Complete DPS Technical Audit in order to maintain access to MVD and Criminal Justice records
- * Complete requirements for the Missing Kids Readiness Project of the National Center for Missing and Exploited Children (NCMEC)
- * Work toward achieving the Project 33 Training Program Certification of the Association of Public-Safety Communications Officials (APCO) that will ensure that all the department's training programs, curriculum, training materials and supporting documentation comply with the APCO American National Standards (ANS).

Budget Highlights:

In this budget, the main increase for FY 2016 is in Personnel costs due to the addition of seven employees (6 Communications Specialists, 1 Communications Supervisor) and the merit program. No Cost of Living Adjustment (COLA) has been budgeted, but the COLA percentage of 1.7 has been applied to all salary ranges to maintain competitive wages. No capital has been budgeted.

Public Safety	Communications	Fund 01 - General Fund	Cost Center	2010
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Performance Indicators				
City Council Goal:	<i>* New Performance Indicators are being developed for this department *</i>			
Department				
Objective:				
Type of Mea				
Tool:				
Frequency:				
Scoring:				
Trend:				
Measures:	Actual		Estimated	Anticipated
	2013	2014	2015	2016
Calls Dispatched	15,306	15,688	21,834	

City Council Goal:				
Department				
Objective:				
Type of Mea				
Tool:				
Frequency:				
Scoring:				
Trend:				
Measures:	Actual		Estimated	Anticipated
	2013	2014	2015	2016

City Council Goal:				
Department Goal:				
Objective:				
Type of Measure:				
Tool:				
Frequency:				
Scoring:				
Trend:				
Measures:	Actual		Estimated	Anticipated
	2013	2014	2015	2016

Public Safety	Communications	Fund 01 - General Fund			Cost Center	2010
Summary by Category						
Expenditure Category	2014	2015		2016	Percent Change	
	Actual	Budget	Revised	Final		
Personnel	\$597,222	\$980,420	\$1,021,665	\$1,432,080	40.17%	
Operating Supplies	4,100	5,500	5,500	3,000	-45.45%	
Contractual Services	7,348	7,200	19,910	16,000	-19.64%	
Other Services and Charges	135,126	162,100	171,890	217,310	26.42%	
Capital Outlay	2,791	0	0	0	0.00%	
Department Totals	<u>\$746,587</u>	<u>\$1,155,220</u>	<u>\$1,218,965</u>	<u>\$1,668,390</u>	<u>36.87%</u>	

Departmental Fund Sources		
Funding Sources	Amount	% of Funding
General Fund	\$1,189,640	71.30%
Dispatch & Spillman Fees	478,750	28.70%
Total Funding		<u>100.00%</u>

Supplemental Data: Personnel						
Authorized Positions Job Classifications	Number of FTE's			Salary Range		2016
	2014	2015	2016	Minimum	Maximum	Budget
Communications Systems Coor.	0.50	0.50	0.50	3,111	4,584	\$27,043
Communications Supervisor	1.00	1.00	3.00	3,601	5,306	147,122
Communications Specialist	9.00	9.00	18.00	2,821	4,158	627,060
Communications Manager	0.00	0.00	1.00	4,596	6,772	67,152
COLA						0
Merit Contingency						28,883
Longevity						0
Clothing Allowance						2,000
Holiday Pay						36,000
Overtime						61,250
Retirement						127,030
Insurance & Taxes						308,540
Employee Related Expenses						0
Totals	<u>10.50</u>	<u>10.50</u>	<u>22.50</u>			<u>\$1,432,080</u>

Public Safety	Communications	Fund 01 - General Fund			Cost Center	2010
Supplemental Data: Expenditures						
Item	2014	2015		2016	Percent Change	
	Actual	Budget	Revised	Final		

Supplies

Office Supplies	3,565	5,000	5,000	2,500	0.00%
Copier Supplies	535	500	500	500	0.00%
Total Supplies	4,100	5,500	5,500	3,000	-45.45%

Contractual Services

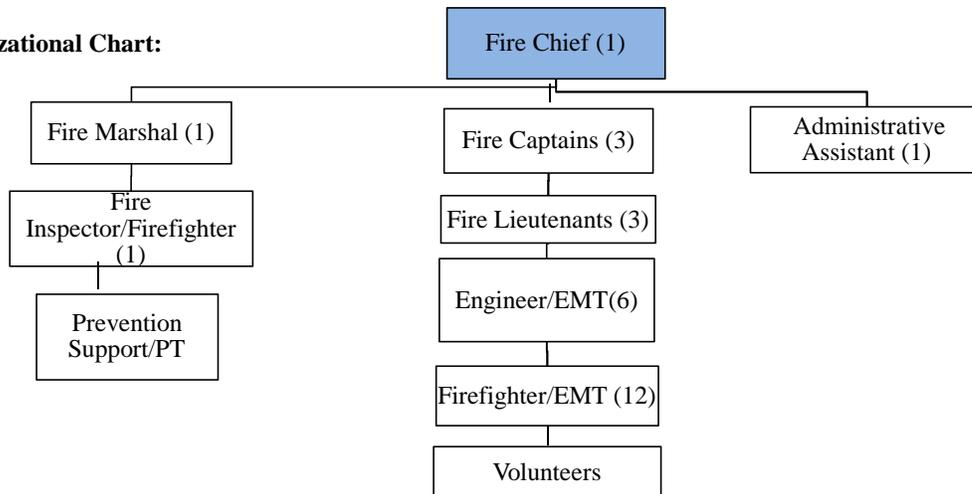
Contractual Services	0	0	0	0	0.00%
Computer Support	148	0	5,410	2,500	-53.79%
Repeater Expense	7,200	7,200	14,500	13,500	-6.90%
Total Contractual Services	7,348	7,200	19,910	16,000	-19.64%

Other Services and Charges

Travel & Training	9,343	12,000	9,000	18,000	33.33%
Subscriptions & Memberships	435	500	580	1,100	-13.79%
Postage/Freight	16	0	250	250	-100.00%
Equipment Maint & Repairs	99,628	110,000	110,000	130,000	0.00%
Utilities	3,217	10,800	18,500	30,000	-41.62%
Telephone	12,872	15,800	15,500	19,000	1.94%
Liability Insurance	9,615	13,000	18,060	18,960	-28.02%
Total Other Services & Charges	135,126	162,100	171,890	217,310	26.42%

Supplemental Data: Capital Outlay					
Item Description	2014	2015		2016	
	Actual	Budget	Revised	Final	
N/A	\$2,791				
	<u>\$2,791</u>	<u>\$0</u>	<u>\$0</u>	<u>\$0</u>	

Organizational Chart:



General Information:

Cottonwood Fire Department protects community values at risk. We are Cottonwood’s “First Response Team” for fire, disaster, and life threatening emergencies. “WE’RE HERE TO HELP!” Response services include Fire, E.M.S., Rescue, Hazardous Materials and Disaster response, with incident management and emergency scene mitigation. Prevention services include public fire & life safety education, code development & enforcement, plan & system review, hazard abatement, pre-incident planning and fire cause determination. Our emphasis on personnel training & development ensures a highly skilled professional Emergency Response Team providing high quality, cost effective, proactive customer oriented service to our community.

FY 2015 Accomplishments:

- * Council approved change of the department’s official name to Cottonwood Fire & Medical Services Department
- * Updated the Municipal Code to reflect the roles and responsibilities of the department to include Fire, Rescue, EMS, and Disaster Response & Management in the City
- * Evaluated, purchased and successfully placed in service 22 self-contained breathing apparatus (SCBA) replacing 12-year old, well-worn SCBAs to improve and ensure firefighter protection and safety
- * Implemented Fire-Pal Program in the Cottonwood Middle School that provides extensive safety education to all middle school students in a wide range of safety issues including fire and water safety, and other life skills.

FY 2016 Goals:

- * Display department’s capabilities in fire suppression, EMS operations, fire prevention, and fire & life safety education by hosting the bi-annual open house
- * Meet the needs of underserved community members by expanding the role of EMS personnel through the implementation of the Community Paramedic Program
- * Evaluate potential site locations and initiate preliminary design work to construct a second fire station within the city limits, either in the area of Highway 260 and Fir Street or in the area of Highway 89A and Cornville Road
- * Exercise the department’s Emergency Operations Center in joint action with Yavapai County Emergency Management
- * Pursue grants for fire suppression equipment and public fire & safety equipment
- * Expand the Share CPR program that provides "no cost" CPR-training to local citizens.

Budget Highlights:

For FY 2016, there is significant change in the Personnel line because of the merit program. There is no capital programmed for FY 2016. No Cost of Living Adjustment (COLA) has been budgeted, but the COLA percentage of 1.7 has been applied to all salary ranges to maintain competitive wages. A total \$63,500 for Capital outlay has been scheduled to update Office & Station Equipment (\$3,500), Communications/Radio/MCT-Infr. (\$5,000) and for a vehicle replacement (\$55,000).

Public Safety	Fire & Medical Services Depa	Fund 01 - General Fund	Cost Center	2100										
Performance Indicators														
City Council Goal: Maintain Public Safety														
Department Goal: Have each firefighter complete an average of 240 hours per year of fire suppression related training														
Objective: To ensure each firefighter completes 2 hours of fire/rescue training per shift per ISO guidelines														
Type of Measure: Program effectiveness														
Tool: Monthly/Annual reports														
Frequency: Annually														
Scoring: Over 240 hours/year = meeting goal. < 240 hours= need improvement.														
Trend: <-->														
<table border="1"> <tr> <td></td> <td colspan="2">Actual</td> <td>Estimated</td> <td>Anticipated</td> </tr> <tr> <td></td> <td>2013</td> <td>2014</td> <td>2015</td> <td>2016</td> </tr> </table>						Actual		Estimated	Anticipated		2013	2014	2015	2016
	Actual		Estimated	Anticipated										
	2013	2014	2015	2016										
Measures:														
Number of training hours per person/average completed in support of ISO														
	140	190	193	200										

City Council Goal: Maintain Public Safety														
Department Goal: Conduct an average of 60 commercial building and/or new construction inspections per month														
Objective: To help ensure fire safety in our community, our fire prevention division will perform at least 60 inspections of commercial building or new construction per month.														
Type of Measure: Program Goal														
Tool: Monthly reports														
Frequency: Annually														
Scoring: >60 inspections/month average = meeting goal. < 60 inspections/month average = needs improvement														
Trend: <-->														
<table border="1"> <tr> <td></td> <td colspan="2">Actual</td> <td>Estimated</td> <td>Anticipated</td> </tr> <tr> <td></td> <td>2013</td> <td>2014</td> <td>2015</td> <td>2016</td> </tr> </table>						Actual		Estimated	Anticipated		2013	2014	2015	2016
	Actual		Estimated	Anticipated										
	2013	2014	2015	2016										
Measures:														
Average number of commercial building and/or new construction inspections per month														
	60	61	50	60										

Capital Data: Capital Outlay				
Item Description	2014	2015		2016
	Actual	Budget	Revised	Final
Communications/Radio/MCT-Infr Updated				\$5,000
Office & Station Equipment - Updated				3,500
Thermal Imaging Cameras (2)	\$30,000			
EMS Equipment		\$5,000		
Rescue Special Ops Equipment				
Fire Suppression & Safety Equipment	30,000	20,000		
Fire Engine/Pumper				
Vehicle Replacement		50,000		55,000
Station Apron Repair		50,000		
Pagers & Radios (FEMA AFG Grant 95/5)				
Air Packs SCBA		150,000		
Physical Fitness Equipment				
Communication Equipment		10,000		
VoIP Equipment Upgrade	8,675			
EKG Monitor/Defibrillators (2)	58,861			
Aerial Ladder Truck (Grant Funded 95/5)				
Fire Safety HS Grant 95/5				
Emergency Operation Center Equipment	30,370			
	\$157,906	\$285,000	\$230,000	\$63,500

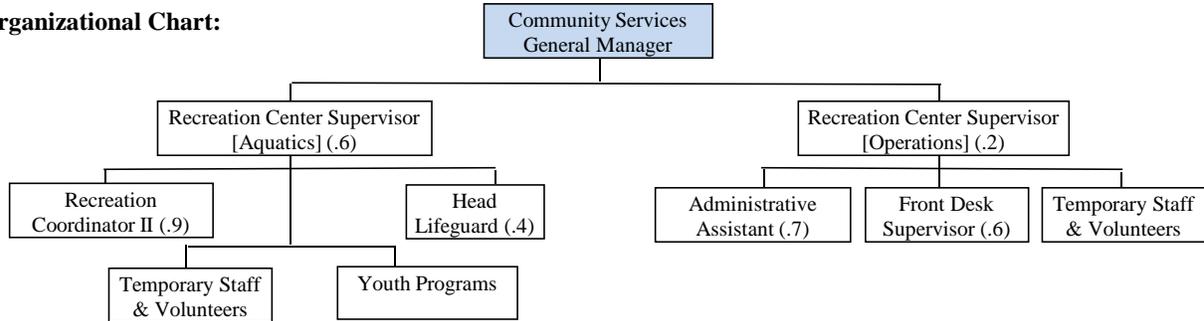
Public Safety	Fire & Medical Services De	Fund 01 - General Fund			Cost Center	2100
Summary by Category						
Expenditure Category	2014	2015		2016	Percent Change	
	Actual	Budget	Revised	Final		
Personnel	\$2,472,878	\$2,642,350	\$2,472,155	\$2,648,790	7.14%	
Operating Supplies	66,737	77,750	76,450	69,450	-9.16%	
Contractual Services	113,065	41,260	19,000	76,500	302.63%	
Other Services and Charges	70,054	88,500	69,200	67,550	-2.38%	
Capital Outlay	157,906	285,000	230,000	63,500	-72.39%	
Debt Service	0	0	0	0	0.00%	
Department Totals	\$2,880,640	\$3,134,860	\$2,866,805	\$2,925,790	2.06%	

Departmental Fund Sources		
Funding Sources	Amount	% of Funding
General Fund	\$2,895,790	98.97%
Misc Grants	20,000	0.68%
Lease Purchase	10,000	0.34%
Total Funding		100.00%

Supplemental Data: Personnel						
Authorized Positions Job Classifications	Number of FTE's			Salary Range		2016
	2014	2015	2016	Minimum	Maximum	Budget
Fire Chief	1.00	1.00	1.00	7,486	11,031	\$104,421
Fire Captain	3.00	3.00	3.00	5,067	7,466	245,749
Fire Inspector	1.00	1.00	1.00	3,970	5,850	50,684
Engineer/EMT	6.00	6.00	6.00	3,970	5,850	358,593
Senior Administrative Asst.	1.00	1.00	1.00	2,962	4,365	46,438
Fire Marshal	1.00	1.00	1.00	5,320	7,840	84,610
Firefighter/EMT	12.00	12.00	12.00	3,601	5,306	553,505
Fire Lieutenant	3.00	3.00	3.00	4,596	6,772	204,545
COLA						0
Merit Contingency						59,178
Longevity						0
Certification Pay						71,997
Holiday Pay						45,000
Clothing Allowance						21,060
Temporary / Reserves						7,200
Overtime						20,000
Retirement						329,870
Insurance & Taxes						440,940
Employee Related Expenses						5,000
Totals	28.00	28.00	28.00			\$2,648,790

Public Safety	Fire & Medical Services Dep	Fund 01 - General Fund		Cost Center	2100
Supplemental Data: Expenditures					
Item	2014	2015		2016	Percent Change
	Actual	Budget	Revised	Final	
Supplies					
Office Supplies	1,178	1,000	1,200	1,200	-16.67%
Copier Supplies	1,447	2,000	1,800	1,800	11.11%
Gas & Oil	22,945	26,000	23,000	25,000	13.04%
Vehicle Maint & Repairs	20,031	23,000	26,000	25,000	-11.54%
Equipment Maint & Repairs	8,674	13,000	12,000	10,000	8.33%
Protective Clothing	12,133	12,350	12,000	6,000	2.92%
Postage & Freight	329	400	450	450	-11.11%
Total Supplies	66,737	77,750	76,450	69,450	-9.16%
Contractual Services					
Radio Maintenance	621	2,000	1,000	1,500	100.00%
Computer Support	3,317	4,500	3,500	3,500	28.57%
Contractual Services	105,782	3,760	2,500	2,500	50.40%
Medical Testing	3,346	11,000	12,000	4,000	-8.33%
Emergency Service Grant	0	0	0	5,000	0.00%
GOHS - FIRE Grant	0	20,000	0	50,000	0.00%
GOHS - Safety Grant	0	0	0	10,000	0.00%
FEMA Grant	0	0	0	0	0.00%
Total Contractual Services	113,065	41,260	19,000	76,500	302.63%
Other Services and Charges					
Travel & Training	13,873	18,000	12,000	8,000	50.00%
Subscriptions & Memberships	1,025	2,000	2,100	2,100	-4.76%
Operational Equipment & Supplies	5,838	8,000	7,000	5,000	14.29%
EMS Expenses	10,081	9,000	9,000	8,000	0.00%
Utilities	20,447	26,000	20,000	26,000	30.00%
Telephone	5,794	7,000	5,350	5,600	30.84%
Fire Prevention	5,690	6,500	5,500	4,000	18.18%
Emergency Management	4,844	5,500	4,850	4,850	13.40%
Legal Advertising	0	0	0	0	0.00%
Training Center	1,760	2,500	2,000	2,200	25.00%
Volunteer Fireperson Training	0	2,000	1,000	1,000	100.00%
Volunteer Fireperson Misc	543	2,000	400	800	400.00%
Vol Fire Retirement	160	0	0	0	0.00%
Total Other Services & Charges	70,054	88,500	69,200	67,550	-2.38%

Organizational Chart:



Note: Only unshaded boxes are included in this budget.

General Information:

The Parks and Recreation Department oversees city facilities and park open-space areas in conjunction with providing opportunities for active and passive recreational services. Such services facilitate avenues of involvement for a cross section of individuals, groups, and families to participate in a wide variety of activities and special community events.

FY 2015 Accomplishments:

- * Successfully completed the transition of the Equestrian Center operations to the Verde Valley Fairgrounds with the assistance of the Public Works Department
- * Planned and executed a "Full" Marathon held in conjunction with the Brian Mickelsen Half Marathon, 10K and 2 Mile Fun Walk
- * Organized (annual) signature series and community events: Rhythm & Ribs that showcased some of Nashville's top performers, Thunder Valley Rally, Independence Day - 4th of July Celebration, Easter Egg Hunt, Walkin' on Main (in partnership with the Verde Valley Wine Consortium and the Old Town Association), and the Farmers Market Jamboree & Fall Carnival
- * Thunder Valley Rally experienced an increased presence of over 1,200 motorcycles
- * Hosted Youth Little League tournaments, softball tournaments and raised funds for non-profits through select tournaments
- * Developed Strategic Plan with the B.A.C. to achieve the silver rating from the League of American Bicyclists and participated in the National Bike Month program, hosted a Bicycle Rodeo with Yavapai County and partnered with the City of Cottonwood's Wellness Team to develop opportunities that showcase the benefits of bicycling and encourage people to ride. Also designed a community-wide bicycle map that contains information on bicycle safety and the benefits of a healthy lifestyle
- * The Council's Cottonwood Youth Advisory Commission provided over 1,000 hours of community service, raised \$5,000 in-kind/monetary donations that were given to local non-profits and attended state-wide youth programs. Commission members also partnered with Kids @ Hope concerning youth issues, collected 550 sample surveys and generated observational studies for interest in a movie theatre. They also collaborated with Mingus Union High School to develop a promotion video to attract funds from potential cinema companies.

FY 2016 Goals:

- * Continue to partner with Tournament Sports to bring additional tournaments to Cottonwood
- * Achieve silver status rating from the League of American Bicyclists
- * Continue to develop young leaders through the Cottonwood Youth Advisory Commission who can serve as a united voice for youth and reach out to disadvantaged teens
- * Continue to collaborate with the Old Town Association in developing programs for Old Town Cottonwood
- * Maintain high safety and health standards for the park facilities and continue to provide areas in which the public can be actively and leisurely engaged
- * Develop a city-wide Parks, Recreation, Open Space/Trails Master Plan.

Budget Highlights:

The most significant changes to the budget occur in the Personnel costs. These have increased considerably due to a reallocation of personnel costs from the Recreation Center charged to Parks & Recreation. Merit increases also contribute to the higher Personnel costs. No Cost of Living Adjustment (COLA) has been budgeted, but the COLA percentage of 1.7 has been applied to all salary ranges to maintain competitive wages. Capital has been budgeted for lounge furniture - outdoor pool (\$1,000), life guard stands (\$1,000), and the ADA Pool Observation Deck Concrete and

Culture & Recreation	Parks and Recreation	Fund 01 - General Fund	Cost Center	4100
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Performance Indicators				
City Council Goal:	We will enhance our position as the economic center for the Verde Valley, providing retail, medical, education, transportation, recreation and tourism			
Department Goal:	Customer Satisfaction with special event programs that include Rhythm and Ribs and Thunder Valley Rally			
Objective:	Increase overall attendance figures at special events by creating positive leisure experiences for all			
Type of Measure:	Program attendance and outcome			
Tool:	Internal Records			
Frequency:	Annually			
Scoring:	Increases in attendance			
Trend:	upward			
Measures:	Actual		Estimated	Anticipated
	2011	2012	2013	2014
Increase in overall attendance measured by factual counting methods	13450	17,500	18,300	18,900

City Council Goal:	We will enhance our position as the economic center for the Verde Valley, providing retail, medical, education, transportation, recreation and tourism			
Department Goal:	Participant satisfaction pertaining to the Brian Mickelsen Run Race			
Objective:	Increase event attendance figures for this special event.			
Type of Measure:	Program attendance and outcome.			
Tool:	Internal Records			
Frequency:	Annually			
Scoring:	Overall Increase in attendance			
Trend:	Upwards			
Measures:	Actual		Estimated	Anticipated
	2011	2012	2013	2014
Increase in overall attendance based on actual registrations	526	557	650	750

City Council Goal:				
Department Goal:				
Objective:				
Type of Measure:				
Tool:				
Frequency:				
Scoring:				
Trend:				
Measures:	Actual		Estimated	Anticipated
	2011	2012	2013	2014

City Council Goal:				
Department Goal:				
Objective:				
Type of Measure:				
Tool:				
Frequency:				
Scoring:				
Trend:				
Measures:	Actual		Estimated	Anticipated
	2011	2012	2013	2014

Culture & Recreation		Parks and Recreation		Fund 01 - General Fund		Cost Center	4100
Summary by Category							
Expenditure Category	2014	2015		2016	Percent Change		
	Actual	Budget	Revised	Proposed			
Personnel	\$184,228	\$175,690	\$189,955	\$321,715	69.36%		
Operating Supplies	56,605	29,000	36,650	42,150	15.01%		
Contractual Services	24,152	24,250	23,000	23,400	1.74%		
Other Services and Charges	406,670	397,960	398,860	422,110	5.83%		
Capital Outlay	19,569	0	850	6,700	688.24%		
Debt Service	0	0	0	0	0.00%		
Department Totals	\$691,225	\$626,900	\$649,315	\$816,075	25.68%		

Departmental Fund Sources		
Funding Sources	Amount	% of Funding
General Fund	\$816,075	100.00%
Total Funding		100.00%

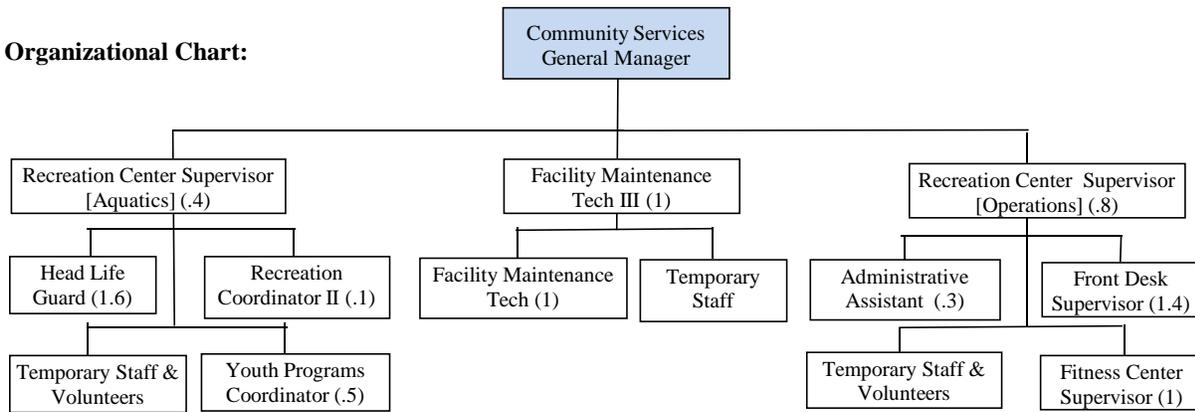
Supplemental Data: Personnel						
Authorized Positions Job Classifications	Number of FTE's			Salary Range		2016
	2014	2015	2016	Minimum	Maximum	Budget
Administrative Assistant	1.00	1.00	0.70	2,559	3,771	\$31,676
Recreation Coordinator II	0.00	1.00	0.90	2,962	4,365	34,868
Aquatics Center Supervisor	0.00	0.00	0.60	3,970	5,850	38,775
Recreation Center Program Supervisor	0.00	0.00	0.20	3,970	5,850	12,862
Head Lifeguard	0.00	0.00	0.40	2,321	3,421	11,954
Youth Programs Coordinator	0.00	0.00	0.50	2,962	4,365	18,273
Front Desk Supervisor	0.00	0.00	0.60	2,559	3,771	19,878
COLA						0
Merit Contingency						4,034
Holiday Pay						300
Clothing Allowance						1,925
Temporary / Reserves						78,000
Overtime						2,800
Retirement						20,120
Insurance & Taxes						46,250
Employee Related Expenses						0
Totals	1.00	2.00	3.90			\$321,715

Culture & Recreation	Parks and Recreation	Fund 01 - General Fund		Cost Center	4100
Supplemental Data: Expenditures					
Item	2014	2015		2016	Percent Change
	Actual	Budget	Revised	Tentative	
Supplies					
Office Supplies	2,022	400	200	1,000	400.00%
Copier Supplies	200	0	0	0	0.00%
Gas & Oil	946	2,400	2,400	2,400	0.00%
Vehicle Maint & Repairs	856	200	300	2,000	566.67%
Equipment Maint & Repairs	16,943	4,800	11,500	14,500	26.09%
Riverfront Snack Bar	7,534	6,000	6,500	6,500	0.00%
Postage & Freight	0	0	50	50	0.00%
Pool Supplies	25,712	13,500	14,000	14,000	0.00%
Snack Bar Supplies	2,392	1,700	1,700	1,700	0.00%
Total Supplies	56,605	29,000	36,650	42,150	15.01%
Contractual Services					
Computer Support	2,135	2,350	1,500	1,500	0.00%
Fireworks	20,000	20,000	20,000	20,400	2.00%
Contractual Labor	0	0	0	0	0.00%
Contractual Services	2,017	1,900	1,500	1,500	0.00%
Total Contractual Services	24,152	24,250	23,000	23,400	1.74%
Other Services and Charges					
Travel & Training	2,455	1,200	1,800	4,000	122.22%
Subscriptions & Memberships	2,860	2,700	3,100	3,100	0.00%
Printing & Forms	68	100	0	0	0.00%
Rec Programs	28,252	22,000	25,000	25,000	0.00%
Verde River Days	1,000	1,000	1,000	1,000	0.00%
Softball Tournaments	8,031	9,000	10,000	11,500	15.00%
Public Relations	11,469	8,500	10,400	11,000	5.77%
Utilities	178,356	207,000	196,000	217,000	10.71%
Telephone	2,594	2,460	2,560	2,760	7.81%
Summer Youth Program	4,192	4,000	5,100	7,250	42.16%
Rhythm & Ribs	73,722	58,000	48,200	0	-100.00%
Walking on Main Street	14,237	14,000	13,200	13,500	2.27%
Legal Advertising	0	0	0	0	0.00%
10K Memorial Run	19,284	20,000	20,000	20,000	0.00%
Thunder Valley Rally	60,150	48,000	42,500	86,000	102.35%
Tilted Earth Festival	0	0	20,000	20,000	0.00%
Total Other Services & Charges	406,670	397,960	398,860	422,110	5.83%

Supplemental Data: Capital Outlay					
Item Description	2014	2015		2016	
	Actual	Budget	Revised	Final	
Lounge Furniture Outdoor Pool				\$1,000	
Life Guard Stands - Updated				1,000	
RF Park Improvements/Herridge			850		
ADA Pool Observation Deck Concrete and Sidewalk				4,700	
Equestrian Ctr Const	\$14,084				

Recreation Center

Organizational Chart:



Note: Only unshaded boxes are included in this budget.

General Information:

The Community Recreation Center is a 52,500 square foot facility under the administration and direction of the Parks & Recreation Department. This center became operational May 2010 with approximately 10 new full time employees and approximately 40 part-time employees. The Community Recreation Center provides office facilities for the entire Parks & Recreation Department. Programming operations include the following: special events; after school programming, special needs children programming, therapeutic recreation activities, sports programs and leagues, indoor aquatics programming, rock climbing opportunities, banquet hall facilities, baby sitting facilities, gymnasium facilities, large scaled fitness/health facilities, and teen game room interactive programs. The center functions as a multi-generational concept bringing families, youth and active senior adults together for shared opportunities for quality of life enrichment.

FY 2015 Accomplishments:

- * Successfully administered the United Healthcare's Silver Sneaker program for a consecutive 3rd year within the Recreation Center membership program. Surpassed department goal of capturing a minimum of 10% of senior memberships (Number of enrolled senior citizens increased from 800 to 900)
- * Total user visits to the facility increased by approx. 18% from last budget year
- * Successfully expanded the Center's offerings of Special Interest Classes to accommodate public requests which led to an increase of 30% in class program participation
- * Created a new logo for the "Lookin' Good Cottonwood" weight management program and a comprehensive Fat Loss guide that contains nutrition and exercise information
- * Participation in the After School Program was increased by 28% from last year
- * Continue marketing and promotion campaigns in the Verde Valley and Sedona area as requested by the City Council.

FY 2016 Goals:

- * Work towards reaching the 60% cost recovery goal per City Council directive
- * Together with additional contracted patron services, structure marketing strategies for public use of the Community Events Hall and party rooms to increase revenues
- * Implement group personal training programs for a wider audience that offer proper exercise techniques and applications for enhanced physical results in order to increase gym usage and retention
- * Re-evaluate group exercise class schedule to and introduce new class options to meet the needs of the community and those of members of the working family in particular.

Budget Highlights:

The most significant changes to the budget occur in the Personnel costs. These have decreased considerably due to a reallocation of personnel costs from the Recreation Center to Parks & Recreation; some small costs have been reassigned from Parks & Recreation to the Recreation Center. Merit increases also contribute to the higher Personnel costs. No Cost of Living Adjustment (COLA) has been budgeted, but the COLA percentage of 1.7 has been applied to all salary ranges to maintain competitive wages. No capital has been budgeted.

Culture & Recreation	Recreation Center	Fund 01 - General Fund	Cost Center	4110
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Performance Indicators

City Council Goal: Strive to Provide Effective and Efficient Services
Department Goal: Increase the attendance figures of seniors in the recreation center by adding the Silver Sneakers Program
Objective: Engage third party insurance providers and explore payment options for seniors
Type of Measure: Outcome
Tool: Monthly attendance figures and program surveys
Frequency: Quarterly
Scoring: 5 % increase quarterly or 20 % annually
Trend: N/A

	Actual		Estimated	Anticipated
	2013	2014	2015	2016
Senior Memberships	2900	3000	3000	
Percent increase from prior year	70.6%	3.4%	0.0%	

City Council Goal: Strive to Provide Effective and Efficient Services
Department Goal: Increase the number of facility rentals by 20 percent annually
Objective: Market recreation center amenities internally and with outside marketing outlets.
Type of Measure: Annual increases in facility rentals
Tool: Monthly rental figures and customer feedback
Frequency: Quarterly
Scoring: Quarterly increases in rentals
Trend: N/A

	Actual		Estimated	Anticipated
	2013	2014	2015	2016
Quarterly increases in rentals compared to previous years	386	401	417	
Production of marketing literature pertaining to banquet and party room rentals.	5,000 units	5,000 units	5,000 units	

City Council Goal: Strive to Provide Effective and Efficient Services
Department Goal: Develop a healthy cost-benefit aquatics center
Objective: Develop data collection points to review user visits
Type of Measure: Service Utilization Output
Tool: Active.net
Frequency: Annual
Scoring: Annual increase of 3% each year, shown through credits
Trend: Economic Impact Level

	Actual		Estimated	Anticipated
	2013	2014	2015	2016
Service Utilization Output	\$8,205	\$8,498	\$8,500	

City Council Goal: Strive to Provide Effective and Efficient Services
Department Goal: Develop a healthy cost-benefit aquatics center
Objective: Increase participation in annual "Learn to Swim" program by 3% annually, showcased by credits
Type of Measure: Service Utilization Output
Tool: Active.net
Frequency: Annual
Scoring: Annual increase of 3% each year, shown through credits
Trend: Economic Impact Level

	Actual		Estimated	Anticipated
	2013	2014	2015	2016
Service Utilization Output	\$14,745	\$15,187	\$15,200	

Culture & Recreation		Recreation Center		Fund 01 - General Fund		Cost Center	4110
Summary by Category							
Expenditure Category	2014	2015		2016	Percent Change		
	Actual	Budget	Revised	Final			
Personnel	\$861,876	\$852,175	\$857,265	\$736,450	-14.09%		
Operating Supplies	114,391	75,800	89,730	62,840	-29.97%		
Contractual Services	145,054	146,400	132,050	149,830	13.46%		
Other Services and Charges	266,701	273,200	288,020	263,750	-8.43%		
Capital Outlay	0	0	0	0	0.00%		
Debt Service	0	0	0	0	0.00%		
Department Totals	\$1,388,022	\$1,347,575	\$1,367,065	\$1,212,870	-11.28%		

0

Departmental Fund Sources		
Funding Sources	Amount	% of Funding
General Fund	\$485,870	40.06%
Recreation Center Fees	600,000	49.47%
Recreation Center Building Rental	30,000	2.47%
Recreation Center Classes/Programs	97,000	8.00%
Total Funding		100.00%

Supplemental Data: Personnel						
Authorized Positions Job Classifications	Number of FTE's			Salary Range		2016
	2014	2015	2016	Minimum	Maximum	Budget
Recreation Center Manager	1.00	0.00	0.00	Position Eliminated		
Aquatics Center Supervisor	1.00	1.00	0.40	3,970	5,850	\$25,850
Recreation Center Program Supervisor	1.00	1.00	0.80	3,970	5,850	51,448
Facility Maintenance Tech III	1.00	1.00	1.00	3,111	4,584	36,704
Fitness Center Coordinator	1.00	1.00	1.00	2,962	4,365	38,184
Youth Programs Coordinator	1.00	1.00	0.50	2,962	4,365	18,273
Front Desk Supervisor	2.00	2.00	1.40	2,559	3,771	46,381
Facility Maintenance Tech	1.00	1.00	1.00	2,321	3,421	28,080
Head Life Guard	2.00	2.00	1.60	2,321	3,421	47,817
Administrative Assistant	0.00	0.00	0.30	2,559	3,771	13,576
Recreation Coordinator II	0.00	0.00	0.10	2,962	4,365	3,874
COLA						0
Merit Contingency						7,603
Holiday Pay						650
Clothing Allowance						2,000
Temporary / Reserves						218,000
Overtime						4,000
Retirement						36,980
Insurance & Taxes						157,030
Employee Related Expenses						0
Totals	11.00	10.00	8.10			\$736,450

Culture & Recreation	Recreation Center	Fund 01 - General Fund		Cost Center	4110
Supplemental Data: Expenditures					
Item	2014	2015		2016	Percent Change
	Actual	Budget	Revised	Final	

Supplies

Office Supplies	4,019	4,300	4,000	3,000	-25.00%
Copier Supplies	16	50	300	300	0.00%
Gas & Oil	2,366	1,000	2,200	250	-88.64%
Vehicle Maint & Repairs	375	1,000	1,080	200	-81.48%
Equipment Maint & Repairs	81,688	45,000	60,000	40,740	-32.10%
Pool Supplies	22,352	22,000	20,000	17,000	-15.00%
Postage & Freight	289	250	150	150	0.00%
Tools/Operational Supplies	3,285	2,200	2,000	1,200	-40.00%

Total Supplies	114,391	75,800	89,730	62,840	-29.97%
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Contractual Services

Computer Support	2,314	2,400	1,800	2,580	43.33%
Recruitment Expense	180	0	250	250	
Contractual Services	108,222	117,600	100,000	118,000	18.00%
Contractual Services Active Network	34,338	26,400	30,000	29,000	-3.33%

Total Contractual Services	145,054	146,400	132,050	149,830	13.46%
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Other Services and Charges

Travel & Training	3,443	4,000	3,800	3,500	-7.89%
Subscriptions & Memberships	795	1,000	620	750	20.97%
Printing & Forms	87	0	0	0	0.00%
Rec Programs	16,585	17,500	16,000	16,000	0.00%
Public Relations	13,066	17,000	17,000	17,000	0.00%
Utilities	183,087	185,000	200,000	215,000	7.50%
Telephone	10,297	9,300	11,200	11,500	2.68%
Legal Advertising	0	0	0	0	0.00%
Rental Equipment	0	0	0	0	0.00%
Lease Purchase Rec Cntr Equipment	39,339	39,400	39,400	0	-100.00%

Total Other Services & Charges	266,701	273,200	288,020	263,750	-8.43%
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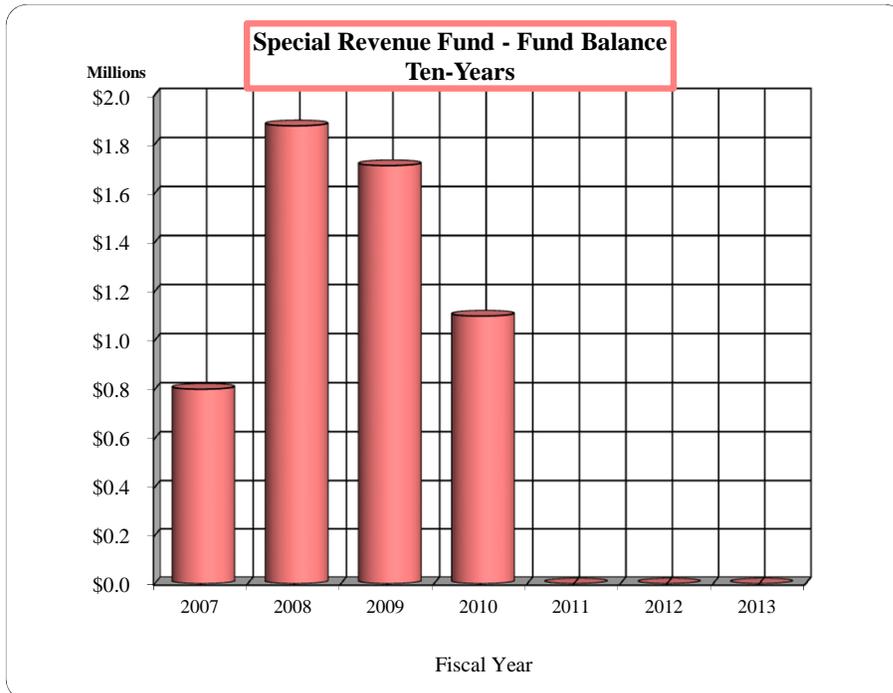
Supplemental Data: Capital Outlay					
Item Description	2014	2015		2016	
	Actual	Budget	Revised	Final	
Computer Support					
Tile Installation					
NuStep					
Scissors Lift					
Equip Replacement Fund					
	\$0	\$0	\$0	\$0	

The Special Revenue Fund budgets are used to account for and report the proceeds of specific revenue sources that are restricted or committed to expenditure for specified purposes other than debt service or capital projects.

<u>Fund/Account Number</u>	<u>Description</u>
<u>10</u>	<u>HURF - Streets/Transit Fund</u> Street Department Street Construction Cottonwood Area Transit (CAT)
<u>03</u>	<u>Cottonwood Library</u>
<u>04</u>	<u>Cottonwood Cemetery</u>
<u>05</u>	<u>Airport Fund</u>
<u>11</u>	<u>Grants Fund</u> <u>Airport Improvement Projects</u> Other Grants Heritage Grants
<u>12</u>	<u>CDBG Grants</u>

Fund Balances:

The following illustration depicts a ten-year presentation of the fund balance for the Special Revenue Funds:



Fiscal Year Ending 6/30	Fund Balance
2007	800,979
2008	1,874,971
2009	1,712,685
2010	1,099,115
2011	0
2012	0
2013	0
2014 est.	0
2015 est.	0
2016 ext	0

The continued fluctuation of the Special Revenues Fund is dependent on the projects being worked and time availability to complete those projects. The Streets Department has one major project listed for FY 2016. A description of all the projects are reflected in the department's budget summary sheets on pages 179-182.

Consolidated Statement of Revenues/Expenditures/Changes in Fund Balances

Item Description	2014	2015		2016
	Actual	Budget	Revised	Final
Revenue Sources:				
Taxes	258,217	221,910	221,910	250,000
Intergovernmental Revenues	2,371,646	4,887,515	2,240,090	5,613,025
Charges for Services	435,918	440,700	382,600	414,600
Fines & Forfeitures	0	0	0	0
Uses of Monies & Properties	105,829	88,925	87,665	83,575
Miscellaneous Revenues	18,815	26,690	16,105	16,555
Total Revenue Sources	3,190,425	5,665,740	2,948,370	6,377,755
Other Financing Sources:				
Transfers In	1,055,086	745,655	2,210,835	992,380
Carryover	0	197,240	0	9,497,605
Residual Equity Interfund Transfer	0	0	0	0
Proceeds from Lease Purchase	0	0	0	0
Proceeds from Bonds	0	10,030,000	10,945,000	0
Total Other Financing Sources	1,055,086	10,972,895	13,155,835	10,489,985
Total Available Resources	4,245,510	16,638,635	16,104,205	16,867,740
Expenditures:				
Personnel	1,602,174	1,788,555	1,727,215	1,893,060
Operating Supplies	514,723	472,550	532,550	505,150
Contractual Services	352,724	598,930	351,925	797,815
Other Services and Charges	788,401	889,115	908,940	881,615
Capital Outlay	1,115,789	10,697,245	3,028,330	9,989,525
Debt Service	0	0	0	0
Total Expenditures	4,373,811	14,446,395	6,548,960	14,067,165
Other Uses:				
Transfers Out	0	8,000	0	107,930
Reserves	0	2,184,240	9,555,245	2,692,645
Residual Equity Interfund Transfer	0	0	0	0
Total Other Uses	0	2,192,240	9,555,245	2,800,575
Total Expenditures and Other Uses	4,373,811	16,638,635	16,104,205	16,867,740
Net Income	(\$128,301)	\$0	\$0	\$0

HURF Fund Revenues/Expenses/Changes in Fund Balance

Item Description	2014	2015		2016	Percent Change
	Actual	Budget	Revised	Final	
Revenue Sources:					
Taxes	258,217	221,910	221,910	250,000	12.66%
Intergovernmental Revenues	1,845,829	3,157,515	2,083,250	2,758,235	32.40%
Services & Charges	187,477	195,300	186,600	189,000	1.29%
Uses of Monies & Properties	2,136	1,000	90	100	11.11%
Miscellaneous Revenues	662	150	0	0	0.00%
Total Revenue Sources	2,294,321	3,575,875	2,491,850	3,197,335	28.31%
Other Financing Sources:					
Transfers In	305,268	0	1,314,870	0	-100.00%
Carryover	0	0	0	9,395,535	0.00%
Residual Equity Interfund Transfer	0	0	0	0	0.00%
Proceeds from Lease Purchase	0	0	0	0	0.00%
Proceeds from Bonds	0	10,030,000	10,945,000	0	-100.00%
Total Other Financing Sources	305,268	10,030,000	12,259,870	9,395,535	-23.36%
Total Available Resources	2,599,589	13,605,875	14,751,720	12,592,870	-14.63%
Expenditures:					
Personnel	1,050,896	1,216,745	1,147,710	1,298,060	13.10%
Operating Supplies	281,108	263,550	377,550	328,950	-12.87%
Contractual Services	158,678	371,270	122,285	527,090	331.03%
Other Services and Charges	603,852	693,415	707,040	675,570	-4.45%
Capital Outlay	505,556	10,031,765	3,001,600	7,080,370	135.89%
Reserves	0	1,029,130	9,395,535	2,682,830	-71.45%
Debt Service	0	0	0	0	0.00%
Total Expenditures	2,600,089	13,605,875	14,751,720	12,592,870	-14.63%
Other Uses:					
Transfers Out	0	0	0	0	0.00%
Residual Equity Interfund Transfer	0	0	0	0	0.00%
Total Other Uses	0	0	0	0	0.00%
Total Expenditures and Other Uses	2,600,089	13,605,875	14,751,720	12,592,870	-14.63%
Net Income / (Loss)	(\$500)	\$0	\$0	\$0	

Note: The HURF fund accounts for Street Maintenance, Street Construction and Cottonwood Area Transit (CAT). The revenues and expenditures have been extracted for the Streets and CAT divisions since there is special interest in the CAT program and its budget.

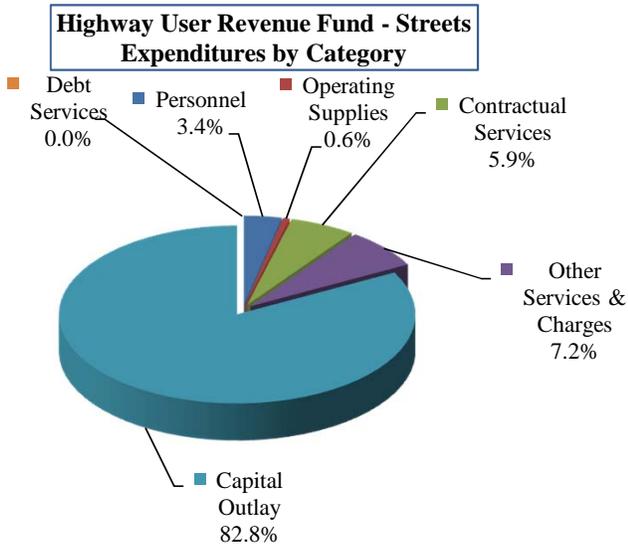
Streets Maintenance & Construction - Revenues/Expenditures

Item Description	2014	2015		2016	Percent Change
	Actual	Budget	Revised	Final	
Revenue Sources:					
Taxes	258,217	221,910	221,910	250,000	12.66%
Intergovernmental Revenues					
Highway User Revenue Fund - HURF	805,540	839,050	839,050	846,670	0.91%
Local Transportation Assistance					
Fund/HURF	0	0	0	0	0.00%
Old Town Contributions	0	0	0	0	0.00%
ISTEA - Phase I Grant	0	0	0	0	0.00%
ISTEA - Phase II Grant	0	0	0	0	0.00%
ADOT Road Diet Grant	0	0	0	0	0.00%
12th Street Fed Grant	0	1,045,000	0	850,000	0.00%
Mingus Willard to 10th Street	0	0	0	0	0.00%
Fed Grant - 12th Street	0	0	37,000	0	-100.00%
Uses of Monies & Properties					
Interest Income	2,136	1,000	90	100	11.11%
Miscellaneous Revenues					
Other Income	662	150	0	0	0.00%
Total Revenue Sources	1,066,555	2,107,110	1,098,050	1,946,770	77.29%
Other Financing Sources:					
Transfers In	305,268	0	1,314,870	0	-100.00%
Carryover	0	0	0	9,395,535	0.00%
Residual Equity Interfund Transfer	0	0	0	0	0.00%
Proceeds from Lease Purchase	0	0	0	0	0.00%
Proceeds from Bonds	0	10,030,000	10,945,000	0	-100.00%
Total Other Financing Sources	305,268	10,030,000	12,259,870	9,395,535	-23.36%
Total Available Resources	1,371,823	12,137,110	13,357,920	11,342,305	-15.09%
Expenditures:					
Personnel	294,018	300,185	266,810	283,045	6.08%
Operating Supplies	46,622	44,600	49,200	49,700	1.02%
Contractual Services	100,320	319,700	83,425	487,815	484.73%
Other Services and Charges	532,671	622,185	635,145	596,255	-6.12%
Capital Outlay	202,409	9,295,300	3,001,600	6,820,370	127.22%
Reserves	0	1,029,130	9,395,535	2,682,830	-71.45%
Debt Service	0	0	0	0	0.00%
Total Expenditures	1,176,040	11,611,100	13,431,715	10,920,015	-18.70%
Other Uses:					
Transfers Out	0	0	0	0	0.00%
Residual Equity Interfund Transfer	0	0	0	0	0.00%
Total Other Uses	0	0	0	0	0.00%
Total Expenditures and Other Uses	1,176,040	11,611,100	13,431,715	10,920,015	-18.70%

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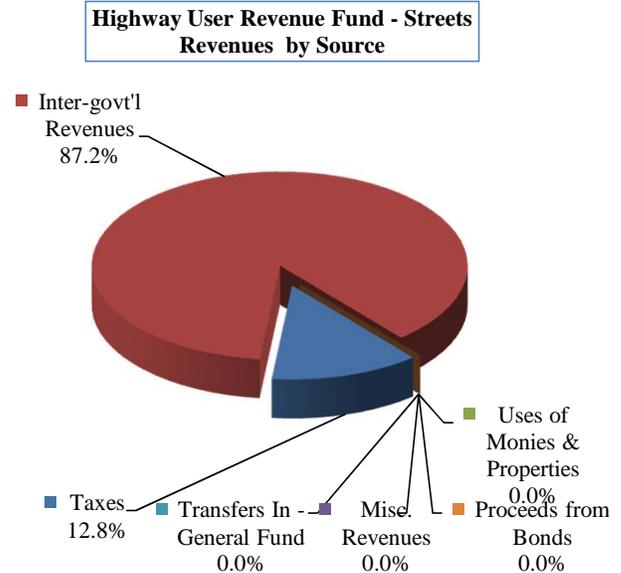
HURF - Streets Fund Revenues & Expenditures by Category

	Personnel	Operating Supplies	Contractual Services	Other Services & Charges	Capital Outlay	Debt Service	Total
Category Totals	\$283,045	\$49,700	\$487,815	\$596,255	\$6,820,370	\$0	\$8,237,185
	\$283,045	\$49,700	\$487,815	\$596,255	\$6,820,370	\$0	\$8,237,185



HURF - Streets Fund Summary	
Revenues	\$1,946,770
Expenditures	(8,237,185)
Transfers Out	0
Revenues over (under)	
Expenditures	(6,290,415)
Other Funding Sources/Uses	0
Use of Fund Balance	(\$6,290,415)

HURF - Streets Fund Revenues by Source	
Taxes	\$250,000
Inter-govt'l Revenues	1,696,670
Uses of Monies & Properties	100
Misc. Revenues	0
Transfers In - General Fund	0
Proceeds from Bonds	0
Total Resources Available	\$1,946,770



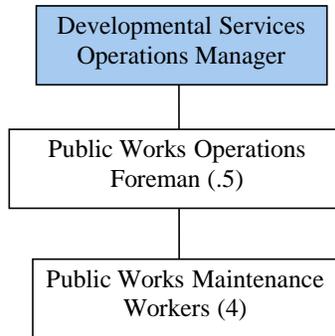
Street Department Revenues:

The Street Department receives its primary funding from the City's share of state taxes imposed on gasoline, diesel fuels and other related fees to be used solely for street and highway projects. Fuel taxes are shared on a per capita basis similar to the general fund intergovernmental revenues.

Street Department Expenditures:

Major commitments, totaling \$9,295,300 for various street projects, are programmed for FY 2016. Details can be viewed on [page XXX](#). Bonding will be utilized to fund these larger construction projects.

Organizational Chart:



Note: only unshaded boxes are included in this budget.

General Information:

The Streets Division of Public Works is responsible for providing safe, well maintained streets and sidewalks for the public. The routine maintenance of the city streets includes: grading, pothole patching, pavement marking, sweeping and debris removal, weed control, sign maintenance, drainage maintenance, sidewalk repair and pavement maintenance. The Streets Division commonly constructs engineering projects such as roads, sidewalks and drainage structures.

FY 2015 Accomplishments:

- * Successfully continued the sign procurement/replacement project per the Highway Safety Improvement Program (HSIP)
- * Successfully facilitated a city-wide clean-up
- * Successfully conducted maintenance of city streets.

FY 2016 Goals:

- * Continue repairing sidewalks and potholes in roadways city-wide
- * Continue to provide traffic controls during events and set-up/teardowns of event structures
- * Continue sweeping city streets, responding to emergency road closures, and striping of streets and parking lots
- * Complete the HSIP sign replacement program
- * Continue efforts to preserve pavements through crack sealing that will prolong the lifespan of the asphalt
- * Provide chemical applicator training for spraying weeds in right-of-way areas
- * Complete landscaping of the green belt areas on Willard Street
- * Begin process of changing over from old U-channel sign posts to the breakaway square tubing system that can be easier installed and will reduce roadside exposure, resulting in also reducing traffic-related injuries.

Budget Highlights:

There are no significant changes in this budget. The increase in Personnel costs is due to the merit program. In this budget except the 1.5% COLA and the Merit program. Capital outlay is planned for sidewalk repair in the amount of \$10,000. No Cost of Living Adjustment (COLA) has been budgeted, but the COLA percentage of 1.7 has been applied to all salary ranges to maintain competitive wages.

Public Works	Streets Department	Fund 10 - HURF	Cost Center	3100	
Performance Indicators					
City Council Goal:	Strive to maintain a uniquely desirable and sustainable community				
Department Goal:	Maintain clean swept streets throughout the city				
Objective:	Sweep all city collector streets weekly				
Type of Measure:	Outcome based				
Tool:	System monitoring				
Frequency:	weekly				
Scoring:	Lane mile				
Trend:	Maintain existing lane miles per month				
Measures:		Actual		Estimated	Anticipated
		2013	2014	2015	2016
Lane miles swept per month		60	60	60	

City Council Goal:	Strive to maintain a uniquely desirable and sustainable community				
Department Goal:	Provide street maintenance and respond in a timely manner				
Objective:	Begin tracking work orders and respond to 75% of work orders within 48 hours				
Type of Measure:	Outcome				
Tool:	Work Orders				
Frequency:	Monthly				
Scoring:	% above 75%				
Trend:	Steady Improvement				
Measures:		Actual		Estimated	Anticipated
		2013	2014	2015	2016
Percentage of work orders responded to within 48 hours		75%	75%	75%	

Supplemental Data: Capital Outlay				
Item Description	2014	2015		2016
	Actual	Budget	Revised	Final
Street Improvements	\$5,874	\$1,600	\$1,400	
Mingus Ave, Willard to Main				
Sweeper Repair		21,500	16,000	
Dust Control Measures		7,500		
Street Light Aspen & 6th	6,193			
Pavement Roller & Trailer				
Vehicle Broom				
Plate Compactor				
Message Board				
Sidewalk Repair		10,000	10,000	10,000
Sidewalk Enhancements				
Bridge Inspection		4,000		
Street Sign Equip & Misc				
	<u>\$12,067</u>	<u>\$44,600</u>	<u>\$27,400</u>	<u>\$10,000</u>

Public Works	Streets Department	Fund 10 - HURF			Cost Center	3100
Summary by Category						
Expenditure Category	2014	2015		2016	Percent Change	
	Actual	Budget	Revised	Final		
Personnel	\$294,018	\$300,185	\$266,810	\$283,045	6.08%	
Operating Supplies	46,622	44,600	49,200	49,700	1.02%	
Contractual Services	100,320	319,700	83,425	487,815	484.73%	
Other Services and Charges	532,671	622,185	635,145	596,255	-6.12%	
Capital Outlay	12,067	44,600	27,400	10,000	-63.50%	
Reserves	0	1,029,130	9,395,535	2,682,830	-71.45%	
Debt Service	0	0	0	0	0.00%	
Department Totals	\$985,698	\$2,360,400	\$10,457,515	\$4,109,645	-60.70%	

Departmental Fund Sources		
Funding Sources	Amount	% of Funding
HURF	846,670	20.60%
Use of Fund Balance	3,262,875	79.40%
Miscellaneous	100	0.00%
Transfers In from General Fund	0	0.00%
Total Funding		100.00%

Supplemental Data: Personnel						
Authorized Positions Job Classifications	Number of FTE's			Salary Range		2016
	2014	2015	2016	Minimum	Maximum	Budget
Public Works Superintendent	0.50	0.50	0.00	4377	6450	0
Public Works Operations Foreman	0.00	0.00	0.50	3601	5306	21,244
PW Maint Tech II	4.00	4.00	4.00	2559	3771	150,237
COLA						0
Merit Contingency						3,599
Longevity						0
Clothing Allowance						1,200
Temporary / Reserves						0
Overtime						2,500
Retirement						20,370
Insurance & Taxes						83,895
Employee Related Expenses						0
Totals	4.50	4.50	4.50			\$283,045

Public Works	Streets Department	Fund 10 - HURF		Cost Center	3100
Supplemental Data: Expenditures					
Item Description	2014	2015		2016	Percent Change
	Actual	Budget	Revised	Final	
Supplies					
Office Supplies	0	200	0	100	0.00%
Operational Supplies	2,022	1,200	1,200	1,200	0.00%
Postage & Freight	0	50	0	0	0.00%
Gas & Oil	19,320	20,000	20,000	20,000	0.00%
Vehicle Maint & Repairs	7,695	8,000	8,000	8,400	5.00%
Equipment Maint & Repairs	17,584	15,000	20,000	20,000	0.00%
Building Maint & Repairs	0	150	0	0	0.00%
Total Supplies	46,622	44,600	49,200	49,700	1.02%
Contractual Services					
Computer Support	467	500	225	225	0.00%
General Counsel	0	0	0	0	
Street Lights	55,440	68,200	68,200	68,590	0.57%
Engineering Services	0	0	0	0	0.00%
Contractual Services	41,325	247,000	15,000	415,000	2666.67%
Pavement Preservation	3,089	4,000	0	4,000	0.00%
Total Contractual Services	100,320	319,700	83,425	487,815	484.73%
Other Services and Charges					
Travel & Training	0	500	200	500	150.00%
Subscriptions & Memberships	0	100	0	0	0.00%
Utilities	9,224	9,200	9,300	9,300	0.00%
Telephone	2,181	2,500	2,600	2,500	-3.85%
Legal Advertising	0	0	0	0	0.00%
Bank Charges	19	100	25	25	0.00%
Tools	2,298	2,000	7,000	2,000	-71.43%
Employee Physicals	156	1,000	0	1,000	0.00%
Equipment Rental	0	1,000	125	1,000	700.00%
Liability Insurance	12,821	17,010	36,120	37,930	5.01%
Liability Claims Deductible	0	0	0	0	0.00%
Indirect Cost to General Fund	473,180	517,275	517,275	475,000	-8.17%
Culverts	0	2,500	0	1,000	0.00%
Materials	21,494	18,000	15,000	16,000	6.67%
Street Signs	11,298	5,000	5,000	4,000	-20.00%
Street Marking	0	42,500	42,500	42,500	0.00%
Street Light Contingency	0	3,500	0	3,500	0.00%
LTA Cultural Expense	0	0	0	0	0.00%
Total Other Services & Charges	532,671	622,185	635,145	596,255	-6.12%
Debt Service					
Principal - Bonds	0	0	0	0	0.00%
Interest - Bonds	0	0	0	0	0.00%
Total Debt Service	0	0	0	0	0.00%

Organizational Chart:

None

General Information:

Street construction projects are executed by contractors, who are solicited through a sealed bid process.

FY 2015 Accomplishments:

- * Completed the southern half of the construction of 12th Street from Fir Street to Hwy 89A
- * Completed the Mingus Avenue resurfacing project from Main Street to Cornville Road
- * Successfully reconstructed and repaved the parking lot of the Civic Center.

FY 2016 Goals:

- * Complete the northern phase of the construction of 12th Street from Fir Street to Hwy 89A
- * Begin construction of Mingus Ave from Willard Street to 10th Street
- * Continue the construction of sidewalk additions.

Budget Highlights:

The major increase in this year's budget is the work to be completed on the northern phase of the 12th Street construction and Mingus Ave from Willard St to 10th Street. More information on these projects can be found on page **XXX**.

Public Works	Street Construction	Fund 02 - HURF	Cost Center	3110
Performance Indicators				
City Council Goal: * <i>Performance Measures are being developed for this department</i> * Department Goal: Objective: Type of Measure: Tool: Frequency: Scoring: Trend:				
		Actual	Estimated	Anticipated
Measures:	2013	2014	2015	2016
N/A				

City Council Goal: Department Goal: Objective: Type of Measure: Tool: Frequency: Scoring: Trend:				
		Actual	Estimated	Anticipated
Measures:	2013	2014	2015	2016

City Council Goal: Department Goal: Objective: Type of Measure: Tool: Frequency: Scoring: Trend:				
		Actual	Estimated	Anticipated
Measures:	2013	2014	2015	2016

Public Works		Street Construction		Fund 02 - HURF		Cost Center		3110	
Summary by Category									
Expenditure Category	2014		2015		2016		Percent Change		
	Actual	Budget	Budget	Revised	Final	Final			
Personnel	\$0	\$0	\$0	\$0	\$0	\$0	0.00%		
Operating Supplies	0	0	0	0	0	0	0.00%		
Contractual Services	0	0	0	0	0	0	0.00%		
Other Services and Charges	0	0	0	0	0	0	0.00%		
Capital Outlay	190,342	9,250,700	2,974,200	2,974,200	6,810,370	6,810,370	128.98%		
Reserves	0	0	0	0	0	0	0.00%		
Debt Service	0	0	0	0	0	0	0.00%		
Department Totals	<u>\$190,342</u>	<u>\$9,250,700</u>	<u>\$2,974,200</u>	<u>\$2,974,200</u>	<u>\$6,810,370</u>	<u>\$6,810,370</u>	<u>128.98%</u>		

Departmental Fund Sources		
Funding Sources	Amount	% of Funding
HURF	\$0	0.00%
Bond	0	0.00%
Grants	850,000	12.48%
Sales Tax	250,000	3.67%
Use of Fund Balance	5,710,370	83.85%
Total Funding		<u>100.00%</u>

Supplemental Data: Personnel						
Authorized Positions Job Classifications	Number of FTE's			Salary Range		2016
	2014	2015	2016	Minimum	Maximum	Budget
N/A						\$0
Temporary / Reserves						0
Overtime						0
Retirement						0
Insurance & Taxes						0
Employee Related Expenses						0
Totals	<u>0.00</u>	<u>0.00</u>	<u>0.00</u>			<u>\$0</u>

Public Works	Street Construction	Fund 02 - HURF		Cost Center	3110
Supplemental Data: Expenditures					
Item Description	2011	2015		2016	Percent Change
	Actual	Budget	Revised	Final	

Supplies

N/A

Total Supplies	0	0	0	0	0.00%
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Contractual Services

N/A

Total Contractual Services	0	0	0	0	0.00%
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Other Services and Charges

N/A

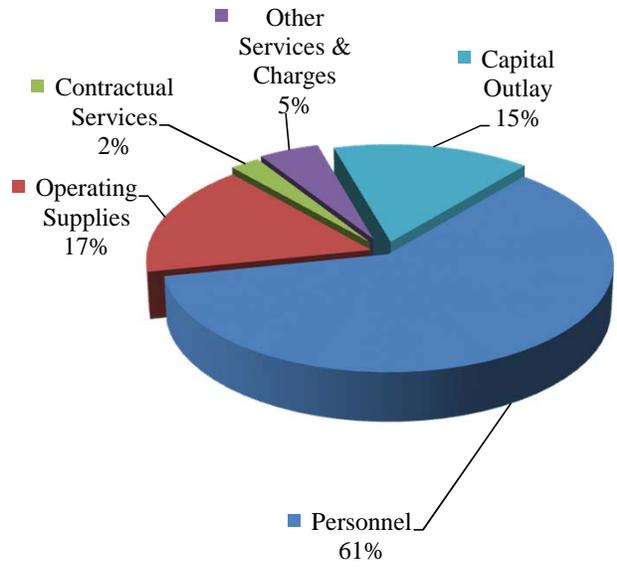
Total Other Services & Charges	0	0	0	0	0.00%
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Supplemental Data: Capital Outlay					
Expenditure Category	2014	2015		2016	
	Actual	Budget	Revised	Final	
Pavement Preservation	\$0	\$250,000	\$250,000		
Street Contingency	2,016	10,000			
Mingus/Main Signal	(40)	5,000			
W. Mingus Reconstruction	70,445				
12th St. 89A to Fir	91,821	3,329,700	2,665,000	337,220	
Sidewalk Additions	650	80,000	36,850	123,150	
6th Street Bridge					
Willard Street Bridge					
10th Street & Main Project	7				
Mingus Willard to Main	10,400	5,526,000		6,100,000	
Main Street Road Diet Grant		50,000			
HSIP Sign Replacement	\$14,680		22,350		
Mingu Ave, 10th Street & Main Project				250,000	
12th Street Project	363				
	<u>\$190,342</u>	<u>\$9,250,700</u>	<u>\$2,974,200</u>	<u>\$6,810,370</u>	

Transit System Fund Revenues & Expenditures By Category

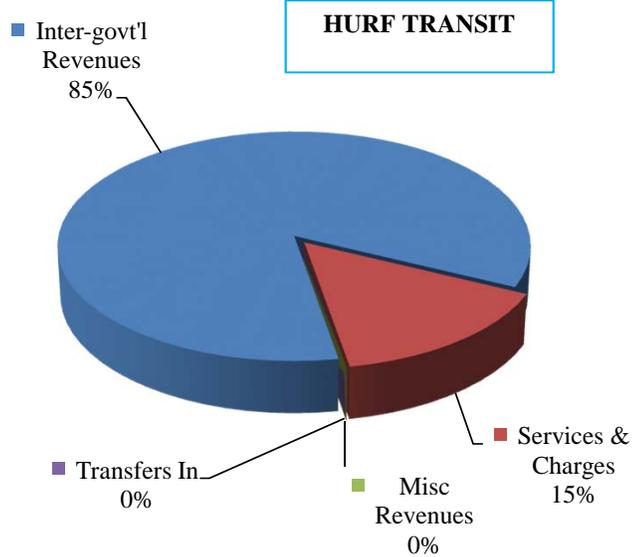
	Personnel	Operating Supplies	Contractual Services	Other Services & Charges	Capital Outlay	Debt Service	Total
Category Totals	\$1,015,015	\$279,250	\$39,275	\$79,315	\$260,000	\$0	\$1,672,855
	\$1,015,015	\$279,250	\$39,275	\$79,315	\$260,000	\$0	\$1,672,855

HURF TRANSIT Expenditures by Category



Revenues	\$1,250,565
Expenditures	(1,672,855)
	(422,290)
Other Funding Sources/Uses	0
Use of Fund Balance	(\$422,290)

Inter-govt'l Revenues	\$1,061,565
Services & Charges	189,000
Misc Revenues	0
Transfers In	0
Total Resources Available	\$1,250,565



Cottonwood Area Transit System - Revenues/Expenditures

Item Description	2014	2015		2016	Percent Change
	Actual	Budget	Revised	Final	
Revenue Sources:					
Taxes	0	0	0	0	0.00%
Intergovernmental Revenues					
Yavapai Co.	45,000	25,000	20,340	20,670	1.62%
Clarkdale	35,059	30,235	33,700	37,820	12.23%
Sedona	94,830	87,490	72,190	109,895	52.23%
HURF - Fuel Tax	0	0	0	0	0.00%
Local Transportation Assistance	0	0	0	0	0.00%
Fund/Transit	0	0	0	0	0.00%
ADOT Grant	865,400	1,130,740	1,080,970	893,180	-17.37%
HB2565 Grant	0	0	0	0	0.00%
STP Flexible Spending Grant	0	0	0	0	0.00%
HB2565/STP/LTAF Match	0	0	0	0	0.00%
Services & Charges					
Fare Box	187,477	195,300	186,600	189,000	1.29%
Uses of Monies & Properties					
Interest Income	0	0	0	0	0.00%
Miscellaneous Revenues					
Other Income	0	0	0	0	0.00%
Total Revenue Sources	1,227,766	1,468,765	1,393,800	1,250,565	-10.28%
Other Financing Sources:					
Transfers In	0	0	0	0	0.00%
Carryover	0	0	0	0	0.00%
Residual Equity Interfund Transfer	0	0	0	0	0.00%
Proceeds from Lease Purchase	0	0	0	0	0.00%
Proceeds from Bonds	0	0	0	0	0.00%
Total Other Financing Sources	0	0	0	0	0.00%
Total Available Resources	1,227,766	1,468,765	1,393,800	1,250,565	-10.28%
Expenditures:					
Personnel	756,878	916,560	880,900	1,015,015	15.22%
Operating Supplies	234,486	218,950	328,350	279,250	-14.95%
Contractual Services	58,358	51,570	38,860	39,275	1.07%
Other Services and Charges	71,180	71,230	71,895	79,315	10.32%
Capital Outlay	303,146	736,465	0	260,000	0.00%
Reserves	0	0	0	0	0.00%
Debt Service	0	0	0	0	0.00%
Total Expenditures	1,424,049	1,994,775	1,320,005	1,672,855	26.73%
Other Uses:					
Transfers Out	0	0	0	0	0.00%
Residual Equity Interfund Transfer	0	0	0	0	0.00%
Total Other Uses	0	0	0	0	0.00%
Total Expenditures and Other Uses	1,424,049	1,994,775	1,320,005	1,672,855	26.73%

Social Services	CATS./LYNX	Fund 10 - Transit	Cost Center	15XX
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Performance Indicators

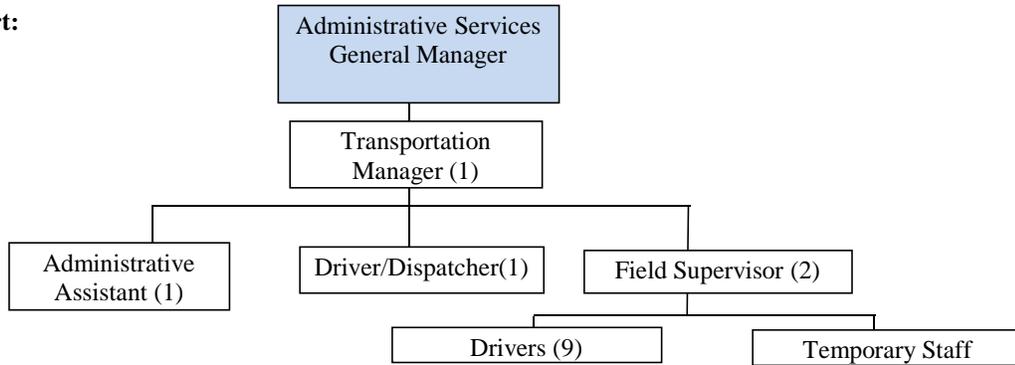
** New Performance Measures are being developed for this department**

City Council				
Department				
Type of Mea				
Tool:				
Frequency:				
Scoring:				
Trend:				
		Actual	Estimated	Anticipated
Measures:		2013	2014	2015
				2016

City Council Goal:				
Department Goal:				
Objective:				
Type of Measure:				
Tool:				
Frequency:				
Scoring:				
Trend:				
		Actual	Estimated	Anticipated
Measures:		2013	2014	2015
				2016

City Council Goal:				
Department Goal:				
Objective:				
Type of Measure:				
Tool:				
Frequency:				
Scoring:				
Trend:				
		Actual	Estimated	Anticipated
Measures:		2013	2014	2015
				2016

Organizational Chart:

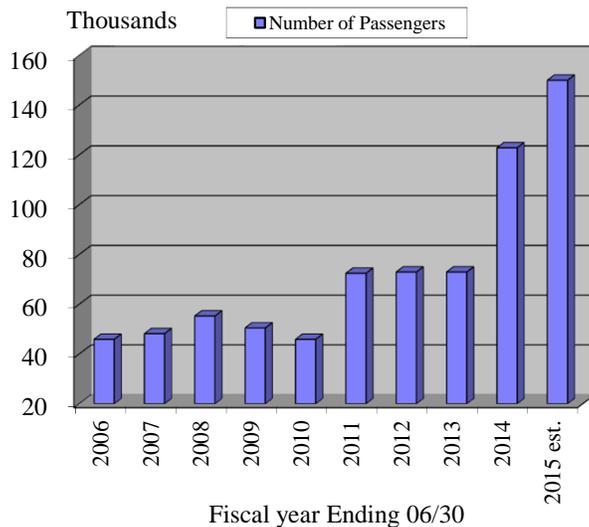


Note: only unshaded boxes are included in this budget.

General Information:

The Cottonwood Area Transit (C.A.T.) and Verde Lynx systems provide public transportation services to the City of Cottonwood, City of Sedona, Town of Clarkdale, Yavapai College and the Unincorporated Verde Village Units. Services include full fixed route systems along with ADA demand and ADA + programming (affording services to those confined to wheelchairs or otherwise limited in their mobility). The Red Route system is an hourly route system throughout Cottonwood and Clarkdale through Old Town and incorporates Yavapai College. The Blue Route serves the rural community of the Verde Villages of Yavapai County linking southern rural neighborhoods to Cottonwood’s downtown business district. The Verde Lynx provides a connector/commuter operation connects with the CAT system at the 6th Street Transit Transfer site with inter-city trips between Cottonwood and Sedona. These two transit systems provide contract services to multiple agencies and organizations in addition to offering demand services and Taxi Voucher programs to the public.

Cottonwood Area Transit Ridership



FY ending 06/30	Number of Passengers
2006	45,947
2007	48,212
2008	55,330
2009	50,521
2010	45,915
2011	72,500
2012	73,000
2013	73,000
2014	122,874
2015 est.	150,000

FY 2015 Accomplishments:

- * Anticipated transportation of circa 150,000 passengers which amounts to about a 20% increase from 2014
- * Continued collaboration with other local transportation providers as well as NACOG to expand the transportation offerings between Camp Verde and the Southern end of the Verde Valley due to the increased demand ever since the start of the Yavapai Apache Nation Transit operation.

FY 2016 Goals:

- * Negotiate with the Counties, City of Sedona and the US Forest Service for funding assistance with transit links to Cornville and Village of Oak Creek
- * Analyze revenue potential for local matching funds to help cover operating costs
- * Assess the feasibility of Saturday service for CAT as well as a new fares structure.

Budget Highlights:

This budget reflects an increase due to adding a Fulltime driver in FY 2014 and in FY 2015, as well as Capital that is budgeted at \$736,465, which will be partially funded by ADOT. There is also an increase in personnel due to the merit program. No Cost of Living Adjustment (COLA) is being granted for this budget year, but the COLA percentage of 1.7 has been

Social Services	CATS./LYNX		Fund 10 - Transit		Cost Center	33-0X
Summary by Category						
Expenditure Category	2014	2015		2016	Percent Change	
	Actual	Budget	Revised	Final		
Personnel	\$756,878	\$916,560	\$880,900	\$1,015,015	15.22%	
Operating Supplies	234,486	218,950	328,350	279,250	-14.95%	
Contractual Services	58,358	51,570	38,860	39,275	1.07%	
Other Services and Charges	71,180	71,230	71,895	79,315	10.32%	
Capital Outlay	303,146	736,465	0	260,000	0.00%	
Reserves	0	0	0	0	0.00%	
Debt Service	0	0	0	0	0.00%	
Department Totals	\$1,424,049	\$1,994,775	\$1,320,005	\$1,672,855	26.73%	

Departmental Fund Sources		
Funding Sources	Amount	% of Funding
Intergovernmental Revenues	\$1,061,565	63.46%
Services & Charges	189,000	11.30%
Miscellaneous Revenues	0	0.00%
Transfers In General Fund	0	0.00%
Use of HURF Fund Balance	422,290	25.24%
Total Funding		<u>100.00%</u>

Supplemental Data: Personnel						
Authorized Positions Job Classifications	Number of FTE's			Salary Range		2016
	2014	2015	2016	Minimum	Maximum	Budget
Transportation Manager	1.00	1.00	1.00	5067	7466	\$68,574
Administrative Assistant	1.00	1.00	1.00	2559	3771	33,854
Driver / Dispatcher	1.00	1.00	1.00	2559	3771	40,114
Field Supervisor	2.00	2.00	2.00	2559	3771	73,506
Drivers	7.00	8.00	9.00	2437	3591	286,193
COLA						0
Merit Contingency						10,824
Holiday Pay						9,500
Clothing Allowance						4,000
Temporary / Reserves						185,000
Overtime						30,000
Retirement						64,955
Insurance & Taxes						208,495
Employee Related Expenses						
Totals	12.00	13.00	14.00			\$1,015,015

Social Services	CATS./LYNX	Fund 10 - Transit		Cost Center	15XX
Supplemental Data: Expenditures					
Item Description	2014	2015		2016	Percent Change
	Actual	Budget	Revised	Final	

Supplies

Office Supplies	5,426	6,500	5,000	5,000	0.00%
Copier Supplies	18	200	100	200	100.00%
Gas & Oil	125,840	123,500	180,000	177,500	-1.39%
Vehicle Maint & Repairs	101,810	87,000	140,000	95,000	-32.14%
Postage & Freight	286	250	250	250	0.00%
Tools	1,107	1,500	3,000	1,300	-56.67%

Total Supplies	234,486	218,950	328,350	279,250	-14.95%
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Contractual Services

Computer Support	8,079	4,500	7,875	3,950	-49.84%
Contractual Services	36,487	28,950	16,700	16,500	-1.20%
Custodial Contract	7,719	6,120	6,260	6,475	3.43%
Radio Maintenance	2,844	6,500	1,500	5,250	250.00%
Indirect Cost to G/F	0	0	0	0	0.00%
Building/Grounds Mtce	3,230	5,500	6,525	7,100	8.81%

Total Contractual Services	58,358	51,570	38,860	39,275	1.07%
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Other Services and Charges

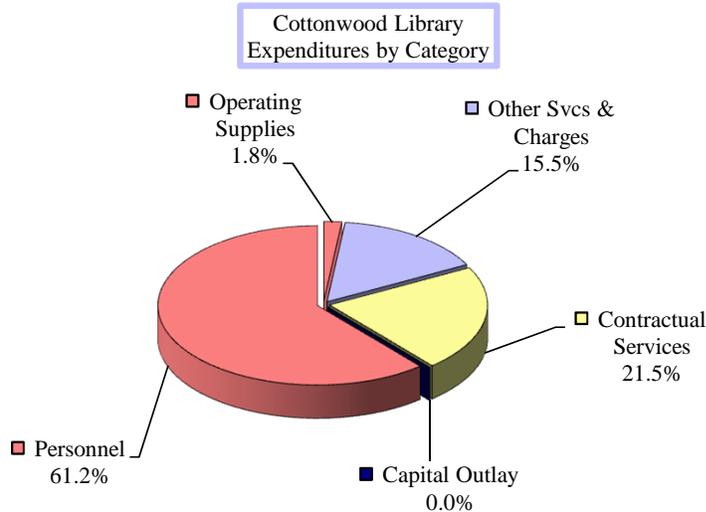
Travel & Training	4,194	5,000	500	3,750	650.00%
Subscriptions & Membershi	674	100	1,475	2,500	69.49%
Utilities	10,738	12,500	9,500	10,000	5.26%
Telephone	14,615	9,300	7,500	7,400	-1.33%
Printing & Forms	16,050	8,800	12,000	9,875	-17.71%
Advertising	4,033	9,200	8,000	12,000	50.00%
Liability Insurance	16,026	21,350	27,120	29,000	6.93%
Audit Expense	1,400	3,000	3,000	3,000	0.00%
Continued Education	1,650	0	0	0	0.00%
Employee Physicals/Drug Testing	1,800	1,980	2,800	1,790	-36.07%

Total Other Services & Charges	71,180	71,230	71,895	79,315	10.32%
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Supplemental Data: Capital Outlay					
Item Description	2014	2015		2016	
	Actual	Budget	Revised	Final	
Route Match Software		\$23,165			
Buses (2)	303,146				
Buses (4)		540,000		260,000	
Sidewalk Repairs ADA		170,000			
Computers		3,300			
	\$303,146	\$736,465	\$0	\$260,000	

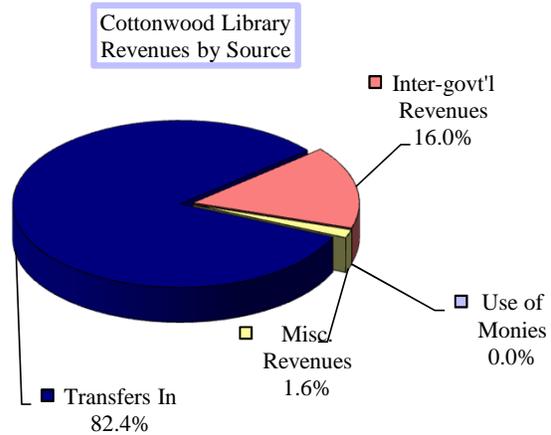
Cottonwood Library System Fund Expenditures by Category

	Personnel	Operating Supplies	Contractual Services	Other Services & Charges	Capital Outlay	Debt Service	Total
Category Totals	\$595,000	\$17,700	\$209,500	\$150,250	\$0	\$0	\$972,450



Revenues	\$171,165
Expenditures	(972,450)
Revenues over (under) Expenditures	(801,285)
Other Funding Sources/Uses	801,285
Use of Fund Balance	\$0

Inter-govt'l Revenues	\$155,640
Use of Monies	25
Misc. Revenues	15,500
Transfers In	801,285
Total Resources Available	\$972,450



Library Revenues:

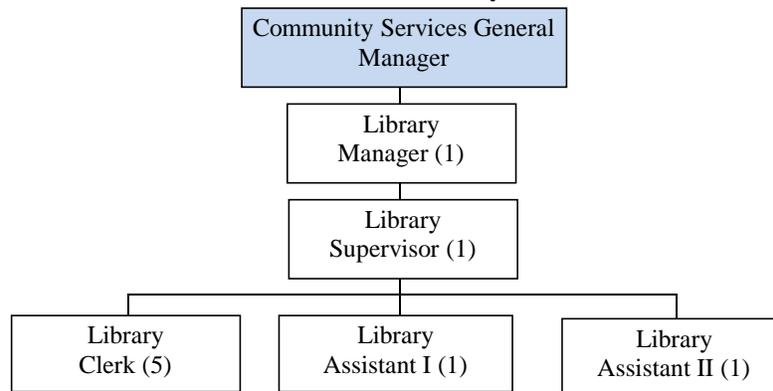
About 98% of the Cottonwood Library operating revenues come from Intergovernmental revenues and transfers in sources. \$171,165 is contributed by the Yavapai County Library System based on total circulation for the facility. The General Fund will transfer in \$801,285 this year for maintenance and operation of the library.

Library Expenditures:

The Library has struggled to keep up with the growth of walk-in patrons and the need for additional services. The Library completed its expansion project in fiscal year 2010. This \$2.9M expansion alleviated the need for additional space to house more collection materials.

Cottonwood Library System Fund Revenues/Expenditures/Changes in Fund Balance

Item Description	2014	2015		2016	Percent Change
	Actual	Budget	Revised	Final	
Revenue Sources:					
Taxes					
Sales Tax	0	0	0	0	0.00%
Intergovernmental Revenues					
Yavapai County	162,521	162,520	156,840	155,640	-0.77%
HVAC Grant		0			
Grant Revenues	61,480	23,480	0	0	
Services & Charges					
Collection Income	0	0	0	0	0.00%
Uses of Monies & Properties					
Interest Income	106	25	25	25	0.00%
Miscellaneous Revenues					
Other Income	15,804	25,640	14,300	15,500	8.39%
Total Revenue Sources	239,912	211,665	171,165	171,165	0.00%
Other Financing Sources:					
Transfers In	730,659	718,430	760,845	801,285	5.32%
Carryover	0	0	0	0	0.00%
Residual Equity Interfund Transfer	0	0	0	0	0.00%
Proceeds from Lease Purchase	0	0	0	0	0.00%
Proceeds from Bonds	0	0	0	0	0.00%
Total Other Financing Sources	730,659	718,430	760,845	801,285	5.32%
Total Available Resources	970,571	930,095	932,010	972,450	4.34%
Expenditures:					
Personnel	551,278	571,810	579,505	595,000	2.67%
Operating Supplies	21,484	19,500	21,200	17,700	-16.51%
Contractual Services	141,252	172,605	169,605	209,500	23.52%
Other Services and Charges	135,255	152,700	146,500	150,250	2.56%
Capital Outlay	121,301	13,480	15,200	0	-100.00%
Reserves	0	0	0	0	0.00%
Debt Service	0	0	0	0	0.00%
Total Expenditures	970,571	930,095	932,010	972,450	4.34%
Other Uses:					
Transfers Out	0	0	0	0	0.00%
Residual Equity Interfund Transfer	0	0	0	0	0.00%
Total Other Uses	0	0	0	0	0.00%
Total Expenditures and Other Uses	970,571	930,095	932,010	972,450	4.34%
Net Income / (Loss)	\$0	\$0	\$0	\$0	

Cottonwood Library

Note: only unshaded boxes are included in this budget

General Information:

The Cottonwood Public Library serves as a cultural, recreational, educational, and research resource. We are mandated by intergovernmental agreement to provide service to any citizen in Yavapai County. The library selects, processes and maintains an organized collection of information in print and non-print formats for its service population. The library provides checkout privileges for many of its possessions to registered patrons, in-library viewing of loan-restricted materials, and attempts to answer questions of an informational nature referred to it. The library also locates material not available on-site when requested to do so by patrons. In all cases the library strives to be an unbiased source of information. The library through its programs and by referral to area literacy programs, educational institutions and other self-help organizations attempts to foster a lifelong love of learning in its users and an individual sense of responsibility for self-advancement.

FY 2015 Accomplishments:

- * Applied for and awarded a grant under the Library Services and Technology Act (LSTA), administered by the Institute of Museum and Library Services (IMLS), for \$18,000 for the Adult Services Department that funded items such as laptops, tables and chairs for workshops (Digital Photography, Travel Resources 101, Beginning Spanish, and GIMP and Social Media for Beginners) that were attended by a total of 609 adults
- * Applied for and awarded a grant by Arizona State Library Archives and Public Records, and IMLS for \$20,000 for the Youth Services Department for enhancement of digital literacy. 3,596 youth attended the Video Game Development and Animation & Lego Robots workshops. Funds also provided for furniture, eBooks, and a new computer lab for, among others, tweens and teens. Both grant checks were presented by Ken Bennett, AZ Secretary of State.
- * The Youth Services department was awarded STEAM (Science, Technology, Engineering, Arts and Math) Kits from the Arizona State Library. These kits are specifically targeted for community libraries in small and rural areas to encourage interest in sciences and the arts.
- * The Teen Library Council (TLC) participated in the annual Christmas Parade, participated with crafts and programs for the Summer Reading program, and completed an outreach program making Valentine cards for seniors at the Carefree Assisted Living Center
- * Expanded online library database by using Gale Resources and adding the Universal Class (500 free online courses), Encyclopedia Britannica and Zinio (free magazine) databases; Ancestry.com was added in-house.
- * Partnered with Community Legal Services for free legal clinics, every first Tuesday of the month, for people with low income
- * Local boutique Allie Ollie held two fundraiser events that raised about \$900 to support Bookmarks Friends of the Library Group

FY 2016 Goals:

- * Provide more self-service options for patrons; and more outreach to schools and general public by highlighting the library's services through increased publicity and attendance at local events
- * Be a learning center for the community by continuously updating the job search computer and providing basic computer training
- * Despite reduced funding resources, continue to maintain quality full service operations to library members with more cost-effective training for staff as needed, utilizing training webinars through the State Library and resources provided within the Yavapai Library Network
- * Explore more avenues of subscription services and movie licensing to meet the community needs for activity programming.

Budget Highlights:

Culture and Recreation	Library	Fund 03 - Library Fund	Cost Center	4000
Performance Indicators				
City Council Goal:	Strive to provide effective and efficient services to the public that we serve			
Department Goal:	Increase the attendance in Adult and Youth Services programming			
Objective:	Provide more free and cultural programming to the public and increase public awareness of our service			
Type of Measure:	Program attendance and outcome			
Tool:	Monthly attendance figures and surveys			
Frequency:	Monthly/Weekly			
Scoring:	5% increase in attendance			
Trend:	upward			
Measures:	Actual		Estimated	Anticipated
	2013	2014	2015	2016
Adult staff sponsored programs attendance	564	744	781	820
Youth Services staff sponsored programs attendance	7,112	14,262	14,975	15,724
Adult programs attendance	3,096	3,328	3,494	3,669
Youth Services Programs attendance	1,004	693	728	764
TOTALS	11,776	19,027	19,978	20,977
Percent increase/decrease from prior year	n/a	62%	5%	5%

City Council Goal:	Strive to provide effective and efficient services to the public that we serve			
Department Goal:	Increase availability of library services			
Objective:	Increased hours will provide more availability to our patrons for circulation, internet and job service			
Type of Measure:	Surveys and statistics			
Tool:	monthly statistics			
Frequency:	Daily/weekly/monthly			
Scoring:	5-10% increase in attendance			
Trend:	upward			
Measures:	Actual		Estimated	Anticipated
	2013	2014	2015	2016
Job Service computer usage	207	402	422	443
Youth Service computer usage	4,135	2,872	3,459	3,632
Adult Services computer usage	29,870	26,828	29,969	31,467
Internet Guest card usage	12,867	9,933	10,430	10,952
Total Usage	47,079	40,035	44,280	46,494
Circulation of library items	247,542	255,113	267,859	281,262
Circulation of eBook usage	7,101	9,376	9,845	10,337
TOTALS	301,722	304,524	321,984	338,093
Percent increase/decrease from prior year	n/a	1%	6%	5%

Culture and Recreation	Library	Fund 03 - Library Fund			Cost Center	4000
Summary by Category						
Expenditure Category	2014	2015		2016	Percent Change	
	Actual	Budget	Revised	Final		
Personnel	\$551,278	\$571,810	\$579,505	\$595,000	7.93%	
Operating Supplies	21,484	19,500	21,200	17,700	-16.51%	
Contractual Services	141,252	172,605	169,605	209,500	23.52%	
Other Services and Charges	135,255	152,700	146,500	150,250	2.56%	
Capital Outlay	121,301	13,480	15,200	0	-100.00%	
Reserves	0	0	0	0	0.00%	
Debt Service	0	0	0	0	0.00%	
Department Totals	\$970,571	\$930,095	\$932,010	\$972,450	4.34%	

Departmental Fund Sources		
Funding Sources	Amount	% of Funding
Intergovernmental Revenues	\$155,640	16.00%
Uses of Monies	25	0.00%
Miscellaneous Income	15,500	1.59%
Use of Fund Balance	0	0.00%
Transfers In - General Fund	801,285	82.40%
Total Funding		100.0%

Supplemental Data: Personnel						
Authorized Positions Job Classifications	Number of FTE's			Salary Range		2016
	2014	2015	2016	Minimum	Maximum	Budget
Library Manager	1.00	1.00	1.00	5,067	7,466	\$74,352
Library Supervisor	1.00	1.00	1.00	3,601	5,306	48,004
Library Asst II	1.00	1.00	1.00	3,111	4,584	46,126
Library Asst I	1.00	1.00	1.00	2,687	3,960	35,860
Library Clerk	5.00	5.00	5.00	2,321	3,421	162,774
COLA						0
Merit Contingency						14,264
Longevity						0
Temporary / Reserves						45,000
Holiday Pay						0
Retirement						43,740
Insurance & Taxes						124,880
Employee Related Expenses						0
Totals	9.00	9.00	9.00			\$595,000

Culture and Recreation	Library	Fund 03 - Library Fund		Cost Center	4000
Supplemental Data: Expenditures					
Item	2014	2015		2016	Percent Change
	Actual	Budget	Revised	Final	

Supplies

Office Supplies	4,427	4,000	4,000	4,000	-9.64%
Copier Supplies	4,544	3,500	6,200	2,500	-22.98%
Equipment Maint & Repairs	6,794	6,000	6,000	6,000	-11.68%
Postage & Freight	5,719	6,000	5,000	5,200	4.91%

Total Supplies	21,484	19,500	21,200	17,700	-16.51%
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Contractual Services

Computer Support	5,276	5,000	2,000	2,000	-5.24%
Collection Expenses	2,041	2,000	2,000	2,000	-1.99%
Advertising	0	0	0	0	0.00%
Bank Charges	12	0	0	0	
Building Maint. & Repair	0	0	0	30,000	
Indirect Cost to General Fund	133,923	165,605	165,605	175,500	23.66%

Total Contractual Services	141,252	172,605	169,605	209,500	23.52%
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Other Services and Charges

Travel & Training	848	800	800	800	-5.62%
Subscriptions & Memberships	198	200	0	0	1.01%
Utilities	47,667	55,000	52,000	55,000	15.38%
Telephone	2,278	2,000	2,500	2,700	-12.19%
Youth Programs	368	450	450	450	22.39%
Book Purchases	40,362	41,000	41,000	41,000	1.58%
Network/Technology Exps	29,429	35,000	35,000	35,000	18.93%
Annual Volunteer Appreciation Event	745	750	800	800	0.68%
Liability Insurance	12,821	17,000	13,550	14,000	32.60%
Recruitment Expense	540	500	400	500	-7.41%

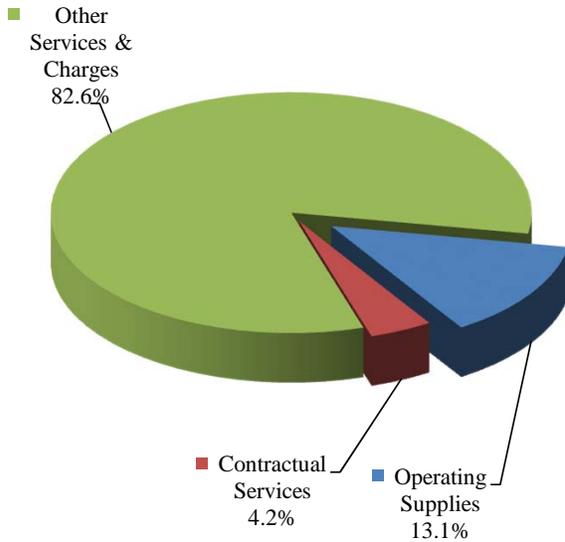
Total Other Services & Charges	135,255	152,700	146,500	150,250	2.56%
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Supplemental Data: Capital Outlay					
Item Description	2014	2015		2016	
	Actual	Budget	Revised	Final	
Lighting and Ballast Replacement					
RFID Conversion					
Security Gate					
Grant Expenditures	\$64,000	\$13,480			
Carpet	38,000				
Chair Re-upholstery Project					
	<u>\$102,000</u>	<u>\$13,480</u>	<u>\$0</u>	<u>\$0</u>	

Cottonwood Cemetery Fund Expenditures by Category

Category	Personnel	Operating Supplies	Contractual Services	Other Services & Charges	Capital Outlay	Debt Service	Total
Totals	\$0	\$3,500	\$1,125	\$22,000	\$0	\$0	\$26,625
	\$0	\$3,500	\$1,125	\$22,000	\$0	\$0	\$26,625

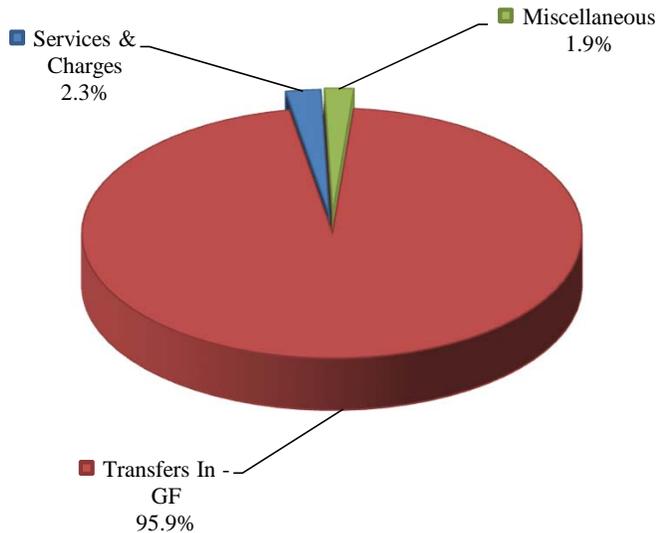
Cottonwood Cemetery Fund Expenditures by Category



Cottonwood Cemetery Fund Summary	
Revenues	\$1,100
Expenditures	(26,625)
Revenues over (under) Expenditures	(25,525)
Other Funding Sources/Uses	25,525
Use of Fund Balance	\$0

Cottonwood Cemetery Fund Revenues by Source	
Services & Charges	\$600
Use of Monies	0
Miscellaneous	500
Transfers In - GF	25,525
Total Resources Available	\$26,625

Cottonwood Cemetery Fund Revenues by Source



Cottonwood Cemetery Revenues/Expenditures/Changes in Fund Balance

Item Description	2014	2015		2016	Percent Change
	Actual	Budget	Revised	Final	
Revenue Sources:					
Taxes					
Sales Tax	0	0	0	0	0.00%
Charges for Services					
Sale of Grave liners	600	400	600	600	0.00%
Uses of Monies & Properties					
Interest Income	0	0	0	0	0.00%
Miscellaneous Revenues					
Other Income	1700	500	1005	500	-50.25%
Total Revenue Sources	2300	900	1605	1100	-31.46%
Other Financing Sources:					
Transfers In	19,159	19,225	21,520	25,525	18.61%
Carryover	0	0	0	0	0.00%
Residual Equity Interfund Transfer	0	0	0	0	0.00%
Proceeds from Lease Purchase	0	0	0	0	0.00%
Proceeds from Bonds	0	0	0	0	0.00%
Total Other Financing Sources	19,159	19,225	21,520	25,525	18.61%
Total Available Resources	21,459	20,125	23,125	26,625	15.14%
Expenditures:					
Personnel	0	0	0	0	0.00%
Operating Supplies	102	4,000	0	3,500	0.00%
Contractual Services	1,537	1,125	1,125	1,125	0.00%
Other Services and Charges	19,820	15,000	22,000	22,000	0.00%
Capital Outlay	0	0	0	0	0.00%
Reserves	0	0	0	0	0.00%
Debt Service	0	0	0	0	0.00%
Total Expenditures	21,459	20,125	23,125	26,625	15.14%
Other Uses:					
Transfers Out	0	0	0	0	0.00%
Residual Equity Interfund Transfer	0	0	0	0	0.00%
Total Other Uses	0	0	0	0	0.00%
Total Expenditures and Other Uses	21,459	20,125	23,125	26,625	15.14%
Net Income / (Loss)	\$0	\$0	\$0	\$0	

Organizational Chart:

None

General Information:

The Cemetery Fund accounts for the contribution received by the City for which principal and interest are to be used solely for the maintenance of the Cottonwood Cemetery.

Revenues are generated from the sale of grave liners, the opening and closing of grave sites, and support from the General Fund.

FY 2015 Accomplishments:

* N/A

FY 2016 Goals:

* N/A

Budget Highlights:

None

Cemeteries	Cottonwood Cemetery	Fund 04 - Cemetery	Cost Center	4200
Performance Indicators				
City Council Goal:	<i>* Performance Measures are being developed for this department *</i>			
Department				
Objective:				
Type of Mea				
Tool:				
Frequency:				
Scoring:				
Trend:				
Measures:	Actual		Estimated	Anticipated
	2013	2014	2015	2016
City Council Goal:				
Department				
Objective:				
Type of Mea				
Tool:				
Frequency:				
Scoring:				
Trend:				
Measures:	Actual		Estimated	Anticipated
	2013	2014	2015	2016
Mission/Value Statement:				
Goal:				
Objective:				
Type of Measure:				
Tool:				
Frequency:				
Scoring:				
Trend:				
Measures:	Actual		Estimated	Anticipated
	2013	2014	2015	2016

Cemeteries		Cottonwood Cemetery		Fund 04 - Cemetery		Cost Center		4200	
Summary by Category									
Expenditure Category	2014		2015		2016		Percent Change		
	Actual	Budget	Revised	Final					
Personnel	\$0	\$0	\$0	\$0	\$0	0.00%			
Operating Supplies	102	4,000	0	3,500	0.00%				
Contractual Services	1,537	1,125	1,125	1,125	0.00%				
Other Services and Charges	19,820	15,000	22,000	22,000	0.00%				
Capital Outlay	0	0	0	0	0.00%				
Debt Service	0	0	0	0	0.00%				
Department Totals	<u>\$21,459</u>	<u>\$20,125</u>	<u>\$23,125</u>	<u>\$26,625</u>	<u>15.14%</u>				

Departmental Fund Sources		
Funding Sources	Amount	% of Funding
Charges for Service	\$600	2.25%
Interest Income	0	0.00%
Miscellaneous Fees	500	1.88%
Carryover	0	0.00%
Transfer In - General Fund	25,525	95.87%
Total Funding		<u>100.00%</u>

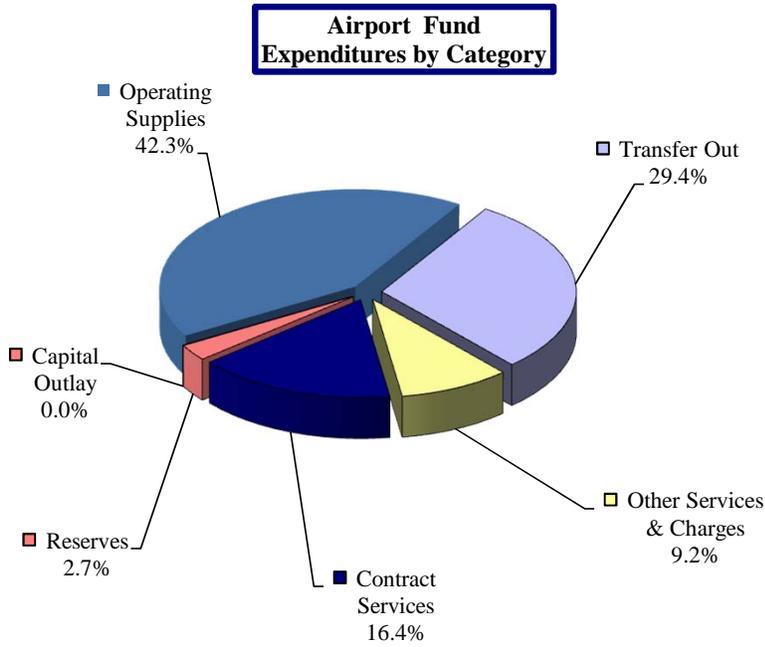
Supplemental Data: Personnel						
Authorized Positions Job Classifications	Number of FTE's			Salary Range		2016
	2014	2015	2016	Minimum	Maximum	Budget
N/A						\$0
Temporary / Reserves						0
Merit Contingency						0
Overtime						0
Retirement						0
Insurance & Taxes						0
Employee Related Expenses						0
Totals	<u>0.00</u>	<u>0.00</u>	<u>0.00</u>			<u>\$0</u>

Cemeteries		Cottonwood Cemetery		Fund 04 - Cemetery		Cost Center	4200
Supplemental Data: Expenditures							
Item Description	2014	2015		2016	Percent Change		
	Actual	Budget	Revised	Final			
Supplies							
Grave Liners	0	3,000	0	3,000	0.00%		
Equipment Maint & Repairs	59	500	0	500	0.00%		
Misc. Expense	43	500	0	0	0.00%		
Total Supplies	<u>102</u>	<u>4,000</u>	<u>0</u>	<u>3,500</u>	<u>0.00%</u>		
Contractual Services							
Indirect Cost to General Fund	1,537	1,125	1,125	1,125	0.00%		
Total Contractual Services	<u>1,537</u>	<u>1,125</u>	<u>1,125</u>	<u>1,125</u>	<u>0.00%</u>		
Other Services and Charges							
Utilities	19,820	15,000	22,000	22,000	0.00%		
Telephone		0	0	0	0.00%		
Total Other Services & Charges	<u>19,820</u>	<u>15,000</u>	<u>22,000</u>	<u>22,000</u>	<u>0.00%</u>		

Supplemental Data: Capital Outlay					
Expenditure Category	2014	2015		2016	
	Actual	Budget	Revised	Final	
N/A					
	<u>\$0</u>	<u>\$0</u>	<u>\$0</u>	<u>\$0</u>	

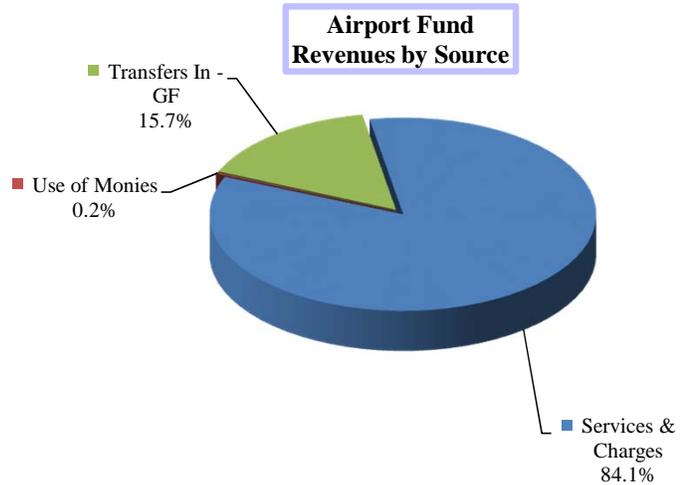
Airport Fund Expenditures by Category

Category	Personnel	Operating Supplies	Contractual Services	Other Services & Charges	Capital Outlay	Reserves	Transfer Out	Total
Totals	\$0	\$155,000	\$60,100	\$33,795	\$0	\$9,815	\$107,930	\$366,640
	\$0	\$155,000	\$60,100	\$33,795	\$0	\$9,815	\$107,930	\$366,640



Airport Fund Summary	
Revenues	\$309,000
Expenditures	(366,640)
Revenues over (under) Expenditures	(57,640)
Other Funding Sources/Uses	57,640
Use of Fund Balance	\$0

Airport Fund Revenues by Source	
Services & Charges	\$308,450
Use of Monies	550
Transfers In - GF	57,640
Total Resources Available	\$366,640



Airport Revenues:

Most of this department's funding comes from fuel sales and rental of properties and hangars. However, it is still being largely supported by the General Fund through Transfers-In to maintain operations.

Airport Expenditures:

The airport is being managed by City of Cottonwood staff and is charged through indirect cost for their services.

Airport Authority Fund Revenues/Expenditures/Changes in Fund Balance

Item Description	2014	2015		2016	Percent Change
	Actual	Budget	Revised	Final	
Revenue Sources:					
Taxes					
Sales Tax	\$0	\$0	\$0	\$0	0.00%
Intergovernmental Revenues					
ADOT Grant	0	0	0	0	0.00%
Services & Charges					
Fuel Sales	247,841	245,000	195,400	225,000	15.15%
Uses of Monies & Properties					
Tie Down Rent	17,400	15,000	17,000	17,000	0.00%
Airpark Rents	0	0	0	0	0.00%
FBO Building Rental	0	0	0	0	0.00%
Land Lease Fees	48,884	32,900	37,000	32,900	-11.08%
City Hangar Lease Fees	37,303	40,000	33,550	33,550	0.00%
Miscellaneous Revenues					
Other Income	489	400	800	550	-31.25%
Total Revenue Sources	351,917	333,300	283,750	309,000	8.90%
Other Financing Sources:					
Transfers In	0	0	0	57,640	0.00%
Carryover	0	35,620	0	0	0.00%
Residual Equity Transfer	0	0	0	0	0.00%
Proceeds from Lease Purchase	0	0	0	0	0.00%
Proceeds from Bonds	0	0	0	0	0.00%
Total Other Financing Sources	0	35,620	0	57,640	0.00%
Total Available Resources	351,917	368,920	283,750	366,640	29.21%
Expenditures:					
Personnel	0	0	0	0	0.00%
Operating Supplies	212,029	185,500	133,800	155,000	15.84%
Contractual Services	51,257	53,930	58,910	60,100	2.02%
Other Services and Charges	29,474	28,000	33,400	33,795	1.18%
Capital Outlay	88	0	0	0	0.00%
Reserves	0	93,490	57,640	9,815	-82.97%
Debt Service	0	0	0	0	0.00%
Total Expenditures	292,848	360,920	283,750	258,710	-8.82%
Other Uses:					
Transfers Out	0	8,000	0	107,930	0.00%
Residual Equity Interfund Transfer	0	0	0	0	0.00%
Total Other Uses	0	8,000	0	107,930	0.00%
Total Expenditures and Other Uses	292,848	368,920	283,750	366,640	29.21%
Net Income / (Loss)	\$59,069	\$0	\$0	\$0	

Organizational Chart:

None

General Information:

The operation of the Cottonwood Airport is provided by the City. The City is responsible for the collection of rents, fuel purchase and building and airfield maintenance. Public Works staff provides airport management including staffing the Airport Commission, airport planning, capital improvements, grant management, and airport grounds, equipment and facility maintenance.

FY 2015 Accomplishments:

- * Successfully completed inspection of the Runway Overlay project
- * Successfully completed the installation of the Automated Weather Observation System (AWOS) for which an antenna and beacon were specifically designed
- * Completed the airport lease and Airport Capital Improvement Plan (ACIP) exhibits.

FY 2016 Goals:

- * Complete stormwater permit for the airport
- * Complete update of the airport's minimum operating procedures
- * Complete reconstruction of the airport apron
- * Complete the design of the Instrument Flying Rules (IFR) / Global Positioning System (GPS) approach to ensure safer flights
- * Develop a Through-the-Fence Policy that will allow businesses and individuals, who do not rent space at the airport, access to the airport infrastructure to conduct business
- * Execute a Request for Quotation (RFQ) for a Fixed Based Operator (FBO) on the airport premises to perform aviation as well as mechanics services.

Budget Highlights:

The FY 2016 budget shows no significant changes and no capital.

Airport	Airport	Fund 05 - Airport	Cost Center	1500
Performance Indicators				
City Council Goal:	Value the tax dollar and maintain sound fiscal policies			
Department Goal:	Maintain adequate and safe fuel levels			
Objective:	Maintain an adequate fuel level in order to not lose any sales due to lack of fuel			
Type of Measure:	Outcome			
Tool:	Fuel Level			
Frequency:	weekly			
Scoring:	Fuel Sales			
Trend:	Fuel level never below 2,000 gallons			
Measures:	Actual		Estimated	Anticipated
	2013	2014	2015	2016
Minimum monthly fuel level		1,500	1,500	1,500

City Council Goal:	Value the tax dollar and maintain sound fiscal policies			
Department Goal:	Decrease cost of electric power used at the airport			
Objective:	Measure the amount of power consumed at the airport			
Type of Measure:	Outcome Based			
Tool:	System Monitoring			
Frequency:	Monthly			
Scoring:	Percentage decrease in power consumed			
Trend:	N/A - New Measure FY 2015			
Measures:	Actual		Estimated	Anticipated
	2013	2014	2015	2016
Decrease in electric consumption		0%	30%	N/A

City Council Goal:				
Department Goal:				
Objective:				
Type of Measure:				
Tool:				
Frequency:				
Scoring:				
Trend:				
Measures:	Actual		Estimated	Anticipated
	2013	2014	2015	2016

Airport	Airport		Fund 05 - Airport		Cost Center	1500
Summary by Category						
Expenditure Category	2014	2015		2016	Percent Change	
	Actual	Budget	Revised	Final		
Personnel	\$0	\$0	\$0	\$0	0.00%	
Operating Supplies	212,029	185,500	133,800	155,000	15.84%	
Contractual Services	51,257	53,930	58,910	60,100	2.02%	
Other Services and Charges	29,474	28,000	33,400	33,795	1.18%	
Capital Outlay	88	0	0	0	0.00%	
Reserves	0	93,490	57,640	9,815	-82.97%	
Transfers Out			0	107,930	0.00%	
Debt Service	0	0	0	0	0.00%	
Department Totals	<u>\$292,848</u>	<u>\$360,920</u>	<u>\$283,750</u>	<u>\$366,640</u>	<u>29.21%</u>	

Departmental Fund Sources		
Funding Sources	Amount	% of Funding
Fuel Sales	\$225,000	61.37%
User & Rental Fees	84,000	22.91%
Fund Balance	0	0.00%
Transfers In - General Fund	57,640	15.72%
Total Funding		<u>100.00%</u>

Supplemental Data: Personnel						
Authorized Positions Job Classifications	Number of FTE's			Salary Range		2016
	2014	2015	2016	Minimum	Maximum	Budget
N/A						\$0
Temporary / Reserves						0
Overtime						0
Retirement						0
Insurance & Taxes						0
Employee Related Expenses						0
Totals	<u>0.00</u>	<u>0.00</u>	<u>0.00</u>			<u>\$0</u>

Airport	Airport	Fund 05 - Airport		Cost Center	1500
Supplemental Data: Expenditures					
Item Description	2014	2015		2016	Percent Change
	Actual	Budget	Revised	Final	

Supplies

Office Supplies	87	0	150	150	0.00%
Vehicle Maint & Repairs	1,206	500	150	150	0.00%
Equipment Maint & Repairs	8,963	8,000	0	3,500	0.00%
Building Maint & Repairs	58	1,000	1,000	500	-50.00%
Fuel Expenses	200,782	175,000	130,000	150,000	15.38%
Oil Expense	80	0	0	0	0.00%
Operational Supplies	853	1,000	2,500	700	-72.00%

Total Supplies	212,029	185,500	133,800	155,000	15.84%
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Contractual Services

Misc. Expenses	0	0	0	0	0.00%
Computer Support	110	120	100	100	100.00%
General Counsel	0	0	0	0	0.00%
Contractual Services	8,284	5,000	10,000	10,000	0.00%
Airport-Indirect Costs to General Fund	42,862	48,810	48,810	50,000	2.44%

Total Contractual Services	51,257	53,930	58,910	60,100	2.02%
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Other Services and Charges

Airport Annual Event	0	0	0	0	0.00%
Utilities	11,114	12,000	12,050	12,410	2.99%
Telephone	973	800	1,150	1,185	3.04%
Bank Charges	9,186	7,000	12,000	12,000	0.00%
Liability Insurance	8,200	8,200	8,200	8,200	0.00%

Total Other Services & Charges	29,474	28,000	33,400	33,795	1.18%
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Supplemental Data: Capital Outlay					
Expenditure Category	2014	2015		2016	
	Actual	Budget	Revised	Final	
Office Furniture					
Airport Improvements	\$88				
	\$88	\$0	\$0	\$0	

Airport Improvement Fund Revenues/Expenditures/Changes in Fund Balance

Item Description	2014	2015		2016	Percent Change
	Actual	Budget	Revised	Final	
Revenue Sources:					
Intergovernmental Revenues					
ADOT - Runway 32	0	0	0	0	0.00%
ADOT - Terminal Parking	0	0	0	0	0.00%
ADOT - Design Lighting & Runway Imp.	0	0	0	0	0.00%
ADOT -Fence Extension	0	8,000	0	0	0.00%
ADOT - Pavement Preservation	0	900,000	0	1,755,000	0.00%
FAA - Fence Extension	0	136,000	0	135,000	0.00%
FAA - Airport Apron	0	0	0	0	0.00%
FAA - AWOS	19,688	0	0	0	0.00%
FAA - Pavement Preservation	0	0	0	0	0.00%
FAA - Terminal Parking	0	0	0	0	0.00%
Beacon & LED Windsocks	0	0	0	0	0.00%
Energy Efficient Block Grant	0	0	0	0	0.00%
Total Revenue Sources	19,688	1,044,000	0	1,890,000	0.00%
Other Financing Sources:					
Transfers In	0	8,000	113,600	107,930	-92.96%
Carryover	0	161,620	0	102,070	0.00%
Residual Equity Interfund Transfer	0	0	0	0	0.00%
Proceeds from Lease Purchase	0	0	0	0	0.00%
Proceeds from Bonds	0	0	0	0	0.00%
Total Other Financing Sources	0	169,620	113,600	210,000	84.86%
Total Available Resources	19,688	1,213,620	113,600	2,100,000	1748.59%
Expenditures:					
Personnel	0	0	0	0	0.00%
Operating Supplies	0	0	0	0	0.00%
Contractual Services	0	0	0	0	0.00%
Other Services and Charges	0	0	0	0	0.00%
Capital Outlay	136,144	152,000	11,530	2,100,000	18113.36%
Reserves	0	1,061,620	102,070	0	-100.00%
Debt Service	0	0	0	0	0.00%
Total Expenditures	136,144	1,213,620	113,600	2,100,000	1748.59%
Other Uses:					
Transfers Out	0	0	0	0	0.00%
Residual Equity Interfund Transfer	0	0	0	0	0.00%
Total Other Uses	0	0	0	0	0.00%
Total Expenditures and Other Uses	136,144	1,213,620	113,600	2,100,000	1748.59%
Net Income / (Loss)		(\$116,456)	\$0	\$0	\$0

Organizational Chart:

None

General Information:

This fund was established to track major airport improvements primarily funded by the Federal Aviation Administration (FAA) and the State of Arizona Department of Transportation - (ADOT) - Aeronautics Division and the City of Cottonwood.

FY 2015 Accomplishments:

* N/A They are the same as the Airport

FY 2016 Goals:

* N/A

Budget Highlights:

Capital in the amount of \$150,000 to increase the fence height at the Airport and \$1,950,000 for Pavement Preservation are included for FY 2016. Both projects have offsetting revenue sources from Arizona Department of Transportation (AZDOT) and the Federal Aviation Administration (FAA).

Airport	Airport Improvement Fund	Fund 11- Grants			Cost Center	1500
Summary by Category						
Expenditure Category	2014	2015		2016	Percent Change	
	Actual	Budget	Revised	Final		
Personnel	\$0	\$0	\$0	\$0	0.00%	
Operating Supplies	0	0	0	0	0.00%	
Contractual Services	0	0	0	0	0.00%	
Other Services and Charges	0	0	0	0	0.00%	
Capital Outlay	136,144	152,000	11,530	2,100,000	18113.36%	
Reserves	0	1,061,620	102,070	0	-100.00%	
Debt Service	0	0	0	0	0.00%	
Department Totals	<u>\$136,144</u>	<u>\$1,213,620</u>	<u>\$113,600</u>	<u>\$2,100,000</u>	<u>1748.59%</u>	

Departmental Fund Sources		
Funding Sources	Amount	% of Funding
FAA Grant	\$135,000	6.43%
Misc Grants	\$0	0.00%
ADOT Grant	1,755,000	83.57%
Airport Transfer In	107,930	5.14%
Fund Balance	102,070	4.86%
Total Funding		<u>100.00%</u>

Supplemental Data: Personnel						
Authorized Positions Job Classifications	Number of FTE's			Salary Range		2016
	2014	2015	2016	Minimum	Maximum	Budget
N/A						\$0
Temporary / Reserves						0
Overtime						0
Retirement						0
Insurance & Taxes						0
Employee Related Expenses						0
Totals	<u>0.00</u>	<u>0.00</u>	<u>0.00</u>			<u>\$0</u>

Grants Fund Revenues/Expenditures/Changes in Fund Balance

Item Description	2014	2015		2016	Percent Change
	Actual	Budget	Revised	Final	
Revenue Sources:					
Taxes	0	0	0	0	0.00%
Intergovernmental Revenues	0	500,000	0	500,000	0.00%
Miscellaneous Revenue	0	0	0	0	0.00%
Total Revenue Sources	0	500,000	0	500,000	0.00%
Other Financing Sources:					
Transfers In	0	0	0	0	0.00%
Carryover	0	0	0	0	0.00%
Residual Equity Interfund Transfer	0	0	0	0	0.00%
Proceeds from Lease Purchase	0	0	0	0	0.00%
Proceeds from Bonds	0	0	0	0	0.00%
Total Other Financing Sources	0	0	0	0	0.00%
Total Available Resources	0	500,000	0	500,000	0.00%
Expenditures:					
Personnel	0	0	0	0	0.00%
Operating Supplies	0	0	0	0	0.00%
Contractual Services	0	0	0	0	0.00%
Other Services and Charges	0	0	0	0	0.00%
Capital Outlay	0	500,000	0	500,000	0.00%
Reserves	0	0	0	0	
Debt Service	0	0	0	0	0.00%
Total Expenditures	0	500,000	0	500,000	0.00%
Other Uses:					
Transfers Out	0	0	0	0	0.00%
Residual Equity Interfund Transfer	0	0	0	0	0.00%
Total Other Uses	0	0	0	0	0.00%
Total Expenditures and Other Uses	0	500,000	0	500,000	0.00%
 Net Income / (Loss)	 \$0	 \$0	 \$0	 \$0	

The Grants Fund accounts for several grants which are depicted on the following pages. The revenues and expenditures have been extracted for each of the grants individually.

Other Grants Fund Revenues/Expenditures

Item Description	2014	2015		2016	Percent Change
	Actual	Budget	Revised	Final	
Revenue Sources:					
Intergovernmental Revenues					
State Grants	0	0	0	0	0.00%
Greenwood Chipping Grant	0	0	0	0	0.00%
Federal Grants	0	500,000	0	500,000	0.00%
Miscellaneous Revenue					
Interest Income	0	0	0	0	0.00%
Total Revenue Sources	0	500,000	0	500,000	0.00%
Other Financing Sources:					
Transfers In	0	0	0	0	0.00%
Carryover	0	0	0	0	0.00%
Residual Equity Interfund Transfer	0	0	0	0	0.00%
Proceeds from Lease Purchase	0	0	0	0	0.00%
Proceeds from Bonds	0	0	0	0	0.00%
Total Other Financing Sources	0	0	0	0	0.00%
Total Available Resources	0	500,000	0	500,000	0.00%
Expenditures:					
Personnel	0	0	0	0	0.00%
Operating Supplies	0	0	0	0	0.00%
Contractual Services	0	0	0	0	0.00%
Other Services and Charges	0	0	0	0	0.00%
Capital Outlay	0	500,000	0	500,000	0.00%
Reserves	0	0	0	0	0.00%
Debt Service	0	0	0	0	0.00%
Total Expenditures	0	500,000	0	500,000	0.00%
Other Uses:					
Transfers Out	0	0	0	0	0.00%
Residual Equity Interfund Transfer	0	0	0	0	0.00%
Total Other Uses	0	0	0	0	0.00%
Total Expenditures and Other Uses	0	500,000	0	500,000	0.00%
Net Income / (Loss)	\$0	\$0	\$0	\$0	

Organizational Chart:

None

General Information:

This fund accounts for all funds that are applied for and approved however, not specifically budgeted. Grants such as the Greenwood Chipping grant, Riverfront Park grant and others fall under this department's budget. This fund serves as a buffer to prevent the possible loss of grant opportunities.

FY 2015 Accomplishments:

* None.

FY 2016 Goals:

* Obtain grants for multiple projects.

Budget Highlights:

N/A

Grants	Other Grants Fund	Fund 07 - Grants	Cost Center	0000
Performance Indicators				
City Council Goal:	<i>* Performance Measures are not applicable to this fund *</i>			
Department Goal:				
Objective:				
Type of Measure:				
Tool:				
Frequency:				
Scoring:				
Trend:				
Measures:	Actual		Estimated	Anticipated
	2013	2014	2015	2016
N/A				

Supplemental Data: Capital Outlay				
Expenditure Category	2014	2015		2016
	Actual	Budget	Revised	Final
Grant Projects		\$500,000		\$500,000
		\$0	\$500,000	\$0
		\$0	\$500,000	\$0

Grants	Other Grants Fund	Fund 07 - Grants			Cost Center	0000
Summary by Category						
Expenditure Category	2014	2015		2016	Percent Change	
	Actual	Budget	Revised	Final		
Personnel	\$0	\$0	\$0	\$0	0.00%	
Operating Supplies	0	0	0	0	0.00%	
Contractual Services	0	0	0	0	0.00%	
Other Services and Charges	0	0	0	0	0.00%	
Capital Outlay	0	500,000	0	500,000	0.00%	
Debt Service	0	0	0	0	0.00%	
Department Totals	<u>\$0</u>	<u>\$500,000</u>	<u>\$0</u>	<u>\$500,000</u>	<u>0.00%</u>	

Departmental Fund Sources		
Funding Sources	Amount	% of Funding
Federal Grants	\$500,000	100%
Total Funding		<u>100.00%</u>

Supplemental Data: Personnel						
Authorized Positions Job Classifications	Number of FTE's			Salary Range		2016
	2014	2015	2016	Minimum	Maximum	Budget
N/A						\$0
Temporary / Reserves						0
Overtime						0
Retirement						0
Insurance & Taxes						0
Employee Related Expenses						0
Totals	<u>0.00</u>	<u>0.00</u>	<u>0.00</u>			<u>\$0</u>

Community Development Block Grant Fund Revenues/Expenditures/Changes in Fund Balance

Item Description	2014	2015		2016	Percent Change
	Actual	Budget	Revised	Final	
Revenue Sources:					
Intergovernmental Revenues					
State Grants	0	0	0	0	0.00%
Greenwood Chipping Grant	0	0	0	0	0.00%
Federal Grants	282,128	0	0	309,150	0.00%
Miscellaneous Revenue					
Interest Income	159	0	0	5	0.00%
Total Revenue Sources	282,287	0	0	309,155	0.00%
Other Financing Sources:					
Transfers In	0	0	0	0	0.00%
Carryover	0	0	0	0	0.00%
Residual Equity Interfund Transfer	0	0	0	0	0.00%
Proceeds from Lease Purchase	0	0	0	0	0.00%
Proceeds from Bonds	0	0	0	0	0.00%
Total Other Financing Sources	0	0	0	0	0.00%
Total Available Resources	282,287	0	0	309,155	0.00%
Expenditures:					
Personnel	0	0	0	0	0.00%
Operating Supplies	0	0	0	0	0.00%
Contractual Services	0	0	0	0	0.00%
Other Services and Charges	0	0	0	0	0.00%
Capital Outlay	352,700	0	0	309,155	0.00%
Reserves	0	0	0	0	0.00%
Debt Service	0	0	0	0	0.00%
Total Expenditures	352,700	0	0	309,155	0.00%
Other Uses:					
Transfers Out	0	0	0	0	0.00%
Residual Equity Interfund Transfer	0	0	0	0	0.00%
Total Other Uses	0	0	0	0	0.00%
Total Expenditures and Other Uses	352,700	0	0	309,155	0.00%
Net Income / (Loss)	(\$70,413)	\$0	\$0	\$0	

Organizational Chart:

None

General Information:

The Community Development Department, which includes Developmental Services work closely with the Northern Arizona Council of Governments (NACOG) and the State of Arizona to obtain Community Development Block Grants (CDBG) funds. Intergovernmental agreements and partnerships have been formed to successful completion of a variety of neighborhood improvement projects.

FY 2015 Accomplishments:

* None

FY 2016 Goals:

* Obtain grants for multiple projects

Budget Highlights:

N/A

Public Works	CDBG	Fund 12 - CDBG	Cost Center	3110
Performance Indicators				
<i>* Performance Measures are not applicable to this fund *</i>				

Supplemental Data: Capital Outlay				
Expenditure Category	2014	2015		2016
	Actual	Budget	Revised	Final
CDBG 10th St Construction Grant	\$352,700			
Civic Center Upgrades				\$309,155
	<u>\$352,700</u>	\$0	\$0	<u>\$309,155</u>

Public Works		CDBG		Fund 08 - CDBG		Cost Center	3110
Summary by Category							
Expenditure Category	2014	2015		2016	Percent Change		
	Actual	Budget	Revised	Final			
Personnel	\$0	\$0	\$0	\$0	0.00%		
Operating Supplies	0	0	0	0	0.00%		
Contractual Services	0	0	0	0	0.00%		
Other Services and Charges	0	0	0	0	0.00%		
Capital Outlay	352,700	0	0	309,155	0.00%		
Reserves	0	0	0	0	0.00%		
Debt Service	0	0	0	0	0.00%		
Department Totals	<u>\$352,700</u>	<u>\$0</u>	<u>\$0</u>	<u>\$309,155</u>	<u>0.00%</u>		

Departmental Fund Sources			
Funding Sources	Amount	% of Funding	% of Funding
Federal Grants	\$229,155	74%	
HURF Fund	\$80,000	26%	
	Total Funding	<u>100.00%</u>	

Supplemental Data: Personnel						
Authorized Positions Job Classifications	Number of FTE's			Salary Range		2016
	2014	2015	2016	Minimum	Maximum	Budget
N/A						\$0
Temporary / Reserves						0
Overtime						0
Retirement						0
Insurance & Taxes						0
Employee Related Expenses						0
Totals	<u>0.00</u>	<u>0.00</u>	<u>0.00</u>			<u>\$0</u>

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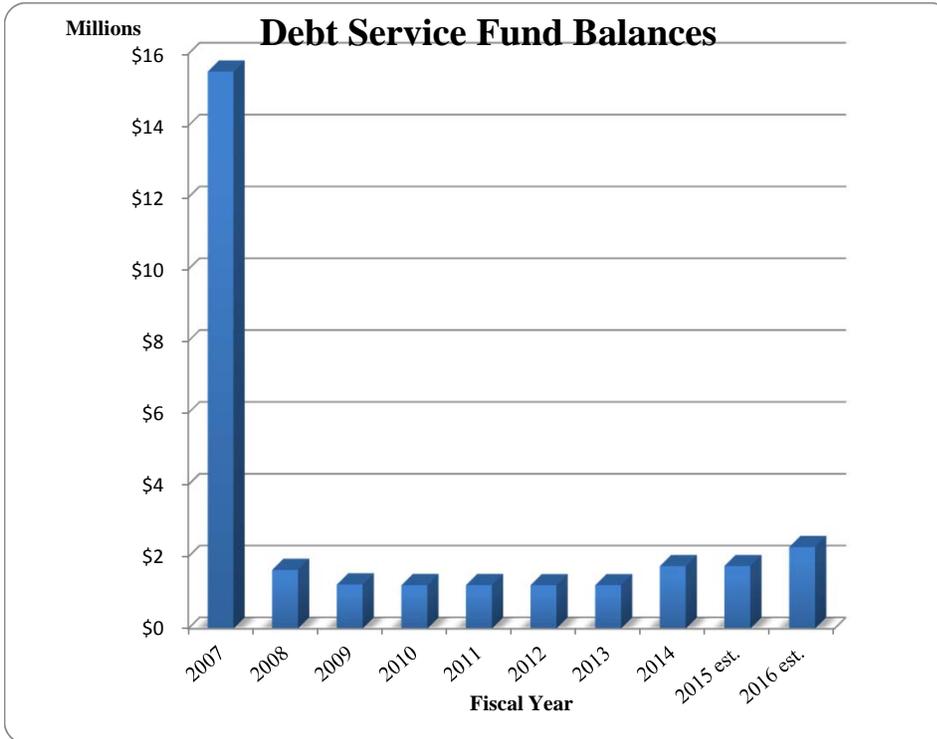
The Debt Service Fund is set up to account for the accumulation of resources and the payment of general long-term debt principal and interest.

Fund/Account Number

20

Description

Debt Service



Fiscal Year	Balance
2007	15,510,865
2008	1,637,437
2009	1,229,290
2010	1,210,129
2011	1,210,129
2012	1,209,315
2013	1,209,315
2014	1,740,825
2015 est.	1,740,830
2016 est.	2,271,530

Sewer debt service reserves reflected a sharp decrease due to the transfer of these funds in FY 2008 to the Capital Projects Fund.

Consolidated Statement of Revenues/Expenditures/Changes in Fund Balance

Item Description	2014	2015		2016
	Actual	Budget	Revised	Final
Revenue Sources:				
Taxes	1,536,370	2,071,975	2,072,185	2,072,185
Licenses & Permits	0	0	0	0
Intergovernmental Revenues	0	0	0	0
Charges for Services	0	0	0	0
Fines & Forfeitures	0	0	0	0
Uses of Monies & Properties	3,865	0	150	150
Miscellaneous Revenues	0	0	0	0
Total Revenue Sources	1,540,235	2,071,975	2,072,335	2,072,335
Other Financing Sources:				
Transfers In	0	0	0	0
Carryover	0	1,210,125	1,210,130	1,740,830
Residual Equity Interfund Transfer	0	0	0	0
Proceeds from Lease Purchase	0	0	0	0
Proceeds from Bonds	0	0	0	0
Total Other Financing Sources	0	1,210,125	1,210,130	1,740,830
Total Available Resources	1,540,235	3,282,100	3,282,465	3,813,165
Expenditures:				
Personnel	0	0	0	0
Operating Supplies	0	0	0	0
Contractual Services	360	0	360	360
Other Services and Charges	0	0	0	0
Capital Outlay	0	0	0	0
Debt Service	1,539,875	1,541,275	1,541,275	1,541,275
Total Expenditures	1,540,235	1,541,275	1,541,635	1,541,635
Other Uses:				
Transfers Out	0	0	0	0
Reserves	0	1,740,825	1,740,830	2,271,530
Residual Equity Interfund Transfer	0	0	0	0
Total Other Uses	0	1,740,825	1,740,830	2,271,530
Total Expenditures and Other Uses	1,540,235	3,282,100	3,282,465	3,813,165
Net Income / (Loss)	\$0	\$0	\$0	\$0

Debt Service Fund Revenues/Expenditures/Changes in fund Balance

Item Description	2014	2015		2016	Percent Change
	Actual	Budget	Revised	Final	
Revenue Sources:					
Taxes					
City Sales Tax	1,536,370	1,541,275	1,541,485	1,541,485	0.00%
City Sales Tax - Library	0	530,700	530,700	530,700	0.00%
Charges for Services					
User Fees - Water Co. Debt Serv	0	0	0	0	0.00%
Uses of Monies & Properties					
Interest Income	3,865	0	150	150	0.00%
Total Revenue Sources	1,540,235	2,071,975	2,072,335	2,072,335	0.00%
Other Financing Sources:					
Transfers In	0	0	0	0	0.00%
Carryover Funds	0	1,210,125	1,210,130	1,740,830	43.85%
Residual Equity Interfund Transf	0	0	0	0	0.00%
Proceeds from Lease Purchase	0	0	0	0	0.00%
Proceeds from Bonds	0	0	0	0	0.00%
Total Other Financing Sources	0	1,210,125	1,210,130	1,740,830	43.85%
Total Available Resources	1,540,235	3,282,100	3,282,465	3,813,165	16.17%
Expenditures:					
Personnel	0	0	0	0	0.00%
Operating Supplies	0	0	0	0	0.00%
Contractual Services	360	0	360	360	0.00%
Other Services and Charges	0	0	0	0	0.00%
Capital Outlay	0	0	0	0	0.00%
Reserves	0	1,740,825	1,740,830	2,271,530	30.49%
Debt Service	1,539,875	1,541,275	1,541,275	1,541,275	0.00%
Total Expenditures	1,540,235	3,282,100	3,282,465	3,813,165	16.17%
Other Uses:					
Transfers Out	0	0	0	0	0.00%
Residual Equity Interfund Transf	0	0	0	0	0.00%
Total Other Uses	0	0	0	0	0.00%
Total Expenditures and Other Uses	\$1,540,235	\$3,282,100	\$3,282,465	\$3,813,165	16.17%
Net Income / (Loss)	\$0	\$0	\$0	\$0	

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Organizational Chart:

None

General Information:

The Debt Service Fund plans the payment of general obligation bond principal and interest payments and the accumulation of reserves for future payments from government resources. The City has two outstanding debt issues, the public library project of 1992 and the Recreation Center. Principal and interest for both projects are paid from special sales taxes. Currently, the City does not have a debt policy in place.

A City sales tax of 1% was enacted July 1, 1987 for the wastewater project, and a City sales tax of .2%, effective April 1, 1992, funds the library project.

FY 2015 Accomplishments:

- * Consistently maintained timely payments of Special Debt Service accounts through the set-up of monthly deposits

FY 2016 Goals:

- * Maintain timely payments of all bond and long-term debt payments

Budget Highlights:

The Recreation Center bond is the only remaining bond for this fund. The City continues to pursue other financing resources to help fund some current Streets and Capital Improvement Projects.

Interest & Sinking	Debt Service Fund	Fund 20 - Debt Service	Cost Center	8XXX
Performance Indicators				
<i>* Performance Measures are not applicable for this fund*</i>				

Supplemental Data: Expenditures					
Item Description	2014	2015		2016	Percent Change
	Actual	Budget	Revised	Final	

Contractual Services

Trustee Fees - Library	0	0	0	0	0.00%
Trustee Fees - WIFA	360	0	360	360	0.00%

Total Contractual Services	<u>\$360</u>	<u>\$0</u>	<u>\$360</u>	<u>\$360</u>	<u>0.00%</u>
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Debt Service

Interest - FmHA Loan - Library	0	0	0	0	0.00%
Principal - FmHA Loan - Library	0	0	0	0	0.00%
Interest - Library Bonds	0	0	0	0	0.00%
Principal - Library Bonds	0	0	0	0	0.00%
Interest - GADA - Recreation Center	699,875	666,275	666,275	631,275	-5.25%
Principal - GADA - Recreation Center	840,000	875,000	875,000	910,000	4.00%
Interest GADA-RR Wash	0	0	0	0	0.00%
Principal GADA-RR Wash	0	0	0	0	0.00%
Interest GADA-PS Building	0	0	0	0	0.00%
Principal GADA-PS Building	0	0	0	0	0.00%

Total Other Services & Charges	<u>\$1,539,875</u>	<u>\$1,541,275</u>	<u>\$1,541,275</u>	<u>\$1,541,275</u>	<u>0.00%</u>
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Reserves

GADA Reserve	0	1,740,825	1,740,830	2,271,530	30.49%
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Total Reserves	<u>\$0</u>	<u>\$1,740,825</u>	<u>\$1,740,830</u>	<u>\$2,271,530</u>	<u>30.49%</u>
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Interest & Sinking	Debt Service Fund	Fund 20 - Debt Service		Cost Center	8XXX
Summary by Category					
Expenditure Category	2014	2015		2016	Percent Change
	Actual	Budget	Revised	Final	
Personnel	\$0	\$0	\$0	\$0	0.00%
Operating Supplies	0	0	0	0	0.00%
Contractual Services	360	0	360	360	0.00%
Other Services and Charges	0	0	0	0	0.00%
Capital Outlay	0	0	0	0	0.00%
Reserves	0	1,740,825	1,740,830	2,271,530	30.49%
Transfers Out	0	0	0	0	0.00%
Debt Service	1,539,875	1,541,275	1,541,275	1,541,275	0.00%
Department Totals	<u>\$1,540,235</u>	<u>\$3,282,100</u>	<u>\$3,282,465</u>	<u>\$3,813,165</u>	<u>16.17%</u>

Departmental Fund Sources		
Funding Sources	Amount	% of Funding
Other Income	\$150	0.00%
Taxes	2,072,185	54.34%
Bond Proceeds	0	0.00%
Transfers In - General Fund	0	0.00%
Fund Balance	1,740,830	45.65%
Total Funding		<u>100.00%</u>

Supplemental Data: Transfers Out					
Item Description	2014	2015		2016	Percent Change
	Actual	Budget	Revised	Final	
Transfers Out - Sewer	\$0	\$0	\$0	\$0	0.00%
Transfers Out - Library	0	0	0	0	0.00%
	<u>\$0</u>	<u>\$0</u>	<u>\$0</u>	<u>\$0</u>	<u>0.00%</u>

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Greater Arizona Development Authority - Recreation Center Projects Infrastructure Revenue Bonds - Series 2007A ("AAA" S&P / "Aaa" Moody's)

Maturity	Principal			Rate	Interest	Debt Service
	Payments	Retired	Balance			
February 1, 2016					315,638	
August 1, 2016	910,000	6,860,000	13,075,000	4.000%	315,638	\$1,541,275
February 1, 2017					297,438	
August 1, 2017	945,000	7,805,000	12,130,000	4.000%	297,438	\$1,539,875
February 1, 2018					278,538	
August 1, 2018	985,000	8,790,000	11,145,000	5.000%	278,538	\$1,542,075
February 1, 2019					253,913	
August 1, 2019	1,035,000	9,825,000	10,110,000	5.000%	253,913	\$1,542,825
February 1, 2020					228,038	
August 1, 2020	1,085,000	10,910,000	9,025,000	4.000%	228,038	\$1,541,075
February 1, 2021					206,338	
August 1, 2021	1,130,000	12,040,000	7,895,000	4.125%	206,338	\$1,542,675
February 1, 2022					183,031	
August 1, 2022	1,175,000	13,215,000	6,720,000	4.125%	183,031	\$1,541,063
February 1, 2023					158,797	
August 1, 2023	1,225,000	14,440,000	5,495,000	4.250%	158,797	\$1,542,594
February 1, 2024					132,766	
August 1, 2024	1,275,000	15,715,000	4,220,000	5.000%	132,766	\$1,540,531
February 1, 2025					100,891	
August 1, 2025	1,340,000	17,055,000	2,880,000	5.000%	100,891	\$1,541,781
February 1, 2026					67,391	
August 1, 2026	1,405,000	18,460,000	1,475,000	5.000%	67,391	\$1,539,781
February 1, 2027					32,266	
August 1, 2027	1,475,000	19,935,000	0	4.375%	32,266	\$1,539,531
	<u>\$13,985,000</u>				<u>\$4,510,081</u>	<u>\$18,495,081</u>

**Computation of Direct and Overlapping Bonded Debt
June 30, 2015**

Jurisdiction	General Obligation Bonded Debt	Percentage Applicable to City	Amount Applicable to City
City of Cottonwood	\$0	0.00%	\$0
Yavapai County	2,470,000	100.00%	2,470,000
Yavapai Community College District	40,470,000	4.55%	1,841,385
Cottonwood/Oak Creek School District	0	38.37%	0
Mingus Union High School District	12,326,706	44.98%	5,544,552
Total Direct and Overlapping Debt			<u><u>\$9,855,937</u></u>

Jurisdiction	Total Assessed Valuation
City of Cottonwood	\$91,915,155
Yavapai County	2,398,647,405
Yavapai Community College District	2,398,647,405
Cottonwood/Oak Creek School District	217,225,704
Mingus Union High School District	<u>275,244,248</u>
	5,381,679,917

Debt allocation is based on distribution of assessed valuation within overlapping tax districts.

The secondary assessed valuation is used in Yavapai Community College District, Cottonwood/Oak Creek and Mingus Union High School District. The primary assessed valuation is used for Yavapai County.

For statutory purposes, the City's outstanding bonds are not considered general obligation bonds subject to the statutory limits listed above because the City's bonds outstanding at June 30, 2015 were secured by sales taxes instead of property taxes.

Computation of Legal Debt Margin June 30, 2015

Net secondary assessed valuation (Full Cash Value)	\$105,439,689
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Calculation of 20% Debt Limitation

20% of secondary net assessed valuation	21,087,938
Bonds outstanding	0
Net 20% Debt Limitation	21,087,938

Calculation of 6% Debt Limitation

6% of secondary net assessed valuation	6,326,381
Bonds outstanding	0
Net 6% Debt Limitation	6,326,381

Total Bonding Capacity	\$27,414,319
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The City may issue bonds for general improvement purposes or for specific programs within the statutory limitations on the amount of bonds sold as a percentage of secondary assessed valuation. Twenty percent of secondary assessed valuation represents the amount of bonding that can be used for water, sewer, lights, parks, open space and recreational facilities. An additional six percent of secondary assessed valuation can be used for all other "general uses."

General obligation bonds are secured by the ad valorem taxing of the City. Within the percentage of assessed valuation limitation listed above, the City may issue bonds for general improvement purposes or for specific projects.

For statutory purposes, the City's outstanding bonds are not considered general obligation bonds subject to the statutory limits listed above because the City's bonds outstanding at June 30, 2015 were secured by sales taxes instead of property taxes.

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Capital Projects Funds are used to account for and report financial resources that are restricted, committed, or assigned to expenditures for capital outlays, including the acquisition or construction of capital facilities and other capital assets.

<u>Fund/Account Number</u>	<u>Description</u>
<u>30-2300</u>	<u>Railroad Wash Improvements</u>
<u>30-1800</u>	<u>Capital Projects Fund</u>
<u>30-4110</u>	<u>Recreation Center Projects</u>
<u>30-4000</u>	<u>Library Expansion</u>
<u>30-2000</u>	<u>Emergency Communications Center</u>

Consolidated Statement of Revenues/Expenditures/Changes in Fund Balance

Item Description	2014	2015		2016
	Actual	Budget	Revised	Final
Beginning Fund Balance				\$0
Less: Designated Reserves				0
Cash Reserves	0	0	0	0
Appropriated Fund Balance	0	0		0
Revenue Sources:				
Taxes	0	0	0	0
Licenses & Permits	0	0	0	0
Intergovernmental Revenues	208,101	0	16,560	0
Charges for Services	0	0	0	0
Fines & Forfeitures	0	0	0	0
Uses of Monies & Properties	0	0	0	0
Miscellaneous Revenues	175,617	180,000	0	180,000
Total Revenue Sources	383,718	180,000	16,560	180,000
Other Financing Sources:				
Transfers In	0	0	0	2,682,830
Carryover	0	11,565,775	8,318,190	9,638,330
Residual Equity Interfund Transfer	0	0	0	0
Proceeds from Lease Purchase	0	0	0	0
Proceeds from Bonds	0	0	4,675,000	0
Total Other Financing Sources	0	11,565,775	12,993,190	12,321,160
Total Available Resources	383,718	11,745,775	13,009,750	12,501,160
Expenditures:				
Personnel	0	0	0	0
Operating Supplies	0	0	0	0
Contractual Services	0	0	0	0
Other Services and Charges	8,831	8,700	8,930	9,000
Capital Outlay	2,815,559	2,398,600	1,867,620	810,000
Debt Service	0	0	0	0
Total Expenditures	2,824,390	2,407,300	1,876,550	819,000
Other Uses:				
Transfers Out	0	7,879,975	1,314,870	11,500,000
Reserves	0	1,458,500	9,818,330	182,160
Residual Equity Interfund Transfer	0	0	0	0
Total Other Uses	0	9,338,475	11,133,200	11,682,160
Total Expenditures and Other Uses	2,824,390	11,745,775	13,009,750	12,501,160
Net Income / (Loss)				
		(\$2,440,672)	\$0	\$0

Capital Projects - Railroad Wash Improvements Fund Revenues/Expenditures

Item Description	2014	2015		2016	Percent Change
	Actual	Budget	Revised	Final	
Beginning Fund Balance	\$0	\$0	\$0	\$0	0.00%
Less: Designated Reserves	0	0	0	0	0.00%
Cash Reserves	0	0	0	0	0.00%
Appropriated Fund Balance	0	0	0	0	0.00%
Revenue Sources:					
Intergovernmental Revenues					
Yavapai County	39,903	0	16,560	0	-100.00%
A.D.O.T.	0	0	0	0	0.00%
Total Intergov'tl Revenue	39,903	0	16,560	0	-100.00%
Miscellaneous Revenues					
Other Income	0	0	0	0	0.00%
Total Revenue Sources	0	0	0	0	0.00%
Other Financing Sources:					
Transfers In	0	0	0	0	0.00%
Carryover	0	0	0	0	0.00%
Residual Equity Interfund Transfer	0	0	0	0	0.00%
Proceeds from Lease Purchase	0	0	0	0	0.00%
Proceeds from Bonds	0	0	0	0	0.00%
Total Other Financing Sources	0	0	0	0	0.00%
Total Available Resources	39,903	0	16,560	0	-100.00%
Expenditures:					
Personnel	0	0	0	0	0.00%
Operating Supplies	0	0	0	0	0.00%
Contractual Services	0	0	0	0	0.00%
Other Services and Charges	0	0	0	0	0.00%
Capital Outlay	39,903	0	16,560	0	-100.00%
Reserves	0	0	0	0	0.00%
Debt Service	0	0	0	0	0.00%
Total Expenditures	39,903	0	16,560	0	-100.00%
Other Uses:					
Transfers Out	0	0	0	0	0.00%
Residual Equity Interfund Transfer	0	0	0	0	0.00%
Total Other Uses	0	0	0	0	0.00%
Total Expenditures and Other Uses	39,903	0	16,560	0	-100.00%
Net Income / (Loss)	\$0	\$0	\$0	\$0	

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Organizational Chart:

None

General Information:

This project continues as grant funds become available from Yavapai County.

FY 2015 Accomplishments:

Not applicable

FY 2016 Goals:

Not applicable

Budget Highlights:

There is nothing budgeted for this project for FY 2016.

Public Works	Railroad Wash Improvements	Fund 30 - Capital Projects	2300
Performance Indicators			
<i>* Performance Measures are not applicable to this fund *</i>			

Supplemental Data: Capital Outlay				
Expenditure Category	2014	2015		2016
	Actual	Budget	Revised	Final
Railroad Wash Improvements	\$39,903		\$16,560	
6th Street and Silver Springs Wet Crossing				
Camino Real Street and Oak Wash Wet Crossing				
	<u>\$39,903</u>	\$0	\$16,560	\$0

Public Works		Railroad Wash Improvements		Fund 30 - Capital Projects		Cost Center	2300
Summary by Category							
Expenditure Category	2014	2015		2016	Percent Change		
	Actual	Budget	Revised	Final			
Personnel	\$0	\$0	\$0	\$0	0.00%		
Operating Supplies	0	0	0	0	0.00%		
Contractual Services	0	0	0	0	0.00%		
Other Services and Charges	0	0	0	0	0.00%		
Capital Outlay	39,903	0	16,560	0	-100.00%		
Reserves	0	0	0	0	0.00%		
Debt Service	0	0	0	0	0.00%		
Department Totals	<u>\$39,903</u>	<u>\$0</u>	<u>\$16,560</u>	<u>\$0</u>	<u>-100.00%</u>		

Departmental Fund Sources		
Funding Sources	Amount	% of Funding
Yavapai County	\$0	0.00%
GADA Loan Proceeds(carryover)	0	0.00%
Interest Income	0	0.00%
Total Funding		<u>0.00%</u>

Supplemental Data: Personnel						
Authorized Positions Job Classifications	Number of FTE's			Salary Range		2016
	2014	2015	2016	Minimum	Maximum	Budget
N/A						\$0
Temporary / Reserves						0
Overtime						0
Retirement						0
Insurance & Taxes						0
Employee Related Expenses						0
Totals	<u>0.00</u>	<u>0.00</u>	<u>0.00</u>			<u>\$0</u>

Capital Projects - Capital Projects Fund-Revenue/Expenditures/Changes in Fund Balance

Item Description	2014	2015		2016	Percent Change
	Actual	Budget	Revised	Final	
Revenue Sources:					
Intergovernmental Revenues					
Heritage Grant Funds	0	0	0	0	0.00%
Intergovernmental	208,101	0	16,560	0	-100.00%
Total Intergovernmental	208,101	0	16,560	0	-100.00%
Miscellaneous Income					
Other Income	175,617	180,000	0	180,000	0.00%
Total Revenue Sources	383,718	180,000	16,560	180,000	986.96%
Other Financing Sources:					
Transfers In	0	0	0	2,682,830	0.00%
Carryover	0	11,565,775	8,318,190	9,638,330	15.87%
Residual Equity Interfund Transfer	0	0	0	0	0.00%
Proceeds from Lease Purchase	0	0	0	0	0.00%
Proceeds from Bonds	0	0	4,675,000	0	-100.00%
Total Other Financing Sources	0	11,565,775	12,993,190	12,321,160	-5.17%
Total Available Resources	383,718	11,745,775	13,009,750	12,501,160	-3.91%
Expenditures:					
Personnel	0	0	0	0	0.00%
Operating Supplies	0	0	0	0	0.00%
Contractual Services	0	0	0	0	0.00%
Other Services and Charges	8,831	8,700	8,930	9,000	0.78%
Capital Outlay	2,815,559	2,398,600	1,867,620	810,000	-56.63%
Reserves	0	1,458,500	9,818,330	182,160	-98.14%
Debt Service	0	0	0	0	0.00%
Total Expenditures	2,824,390	3,865,800	11,694,880	1,001,160	-91.44%
Other Uses:					
Transfers Out	0	7,879,975	1,314,870	11,500,000	774.61%
Residual Equity Interfund Transfer	0	0	0	0	0.00%
Total Other Uses	0	7,879,975	1,314,870	11,500,000	774.61%
Total Expenditures and Other Uses	2,824,390	11,745,775	13,009,750	12,501,160	-3.91%
Net Income / (Loss)	(\$2,440,672)	\$0	\$0	\$0	

Organizational Chart:

None

General Information:

This fund was created to hold debt service reserves which has been moved over for future capital projects.

FY 2015 Accomplishments:

* N/A (All accomplishments for this fund are reflected in the departments that are responsible for them)

FY 2016 Goals:

* NA

Budget Highlights:

The Capital Improvements Fund carries major projects for many different departments. For FY 2016, \$ 160,000 has been appropriated for the Civic Center HVAC and \$650,000 for bathrooms at Riverfront Park, Garrison Park and the Kids Park

General Government	CIP Capital Projects Fund	Fund 30 - Capital Projects	Cost Center	XXXX
Performance Indicators				
<i>* Performance Measures are not applicable to this fund *</i>				

Supplemental Data: Capital Outlay				
Expenditure Category	2014	2015		2016
	Actual	Budget	Revised	Final
Capital Projects-Highland Senior Condominium	\$4,862	\$120,000	\$235,000	
Court Building Remodel	3,590			
Civic Center HVAC	13,286	160,000		160,000
Communications Center	2,284,992	1,283,600	1,557,560	
Architecture Design - City Hall	488			
Software - City Wide	98,758	70,000	45,000	
Miscellaneous	2,109			
Old Town Jail remodel	1,200			
Stage		80,000		
Library Ballast Project		35,000		
Old Town Parking	146,781		13,500	
Kids Park Restrooms				250,000
Riverfront Rehabilitation				150,000
Garrison Relocation and Rehab		650,000		250,000
Rec Center Water Feature	217,517			
Gardner Property Demo	2,074			
	<u>\$2,775,656</u>	<u>\$2,398,600</u>	<u>\$1,851,060</u>	<u>\$810,000</u>

General Government	CIP Capital Projects Fund	Fund 30 - Capital Projects		Cost Center	XXXX
Summary by Category					
Expenditure Category	2014	2015		2016	Percent Change
	Actual	Budget	Revised	Final	
Personnel	\$0	\$0	\$0	\$0	0.00%
Operating Supplies	0	0	0	0	0.00%
Contractual Services	0	0	0	0	0.00%
Other Services and Charges	8,831	8,700	8,930	9,000	0.78%
Capital Outlay	2,775,656	2,398,600	1,851,060	810,000	-56.24%
Reserves	0	1,458,500	9,818,330	182,160	-98.14%
Debt Service	0	0	0	0	0.00%
Department Totals	<u>\$2,784,487</u>	<u>\$3,865,800</u>	<u>\$11,678,320</u>	<u>\$1,001,160</u>	<u>-91.43%</u>

Departmental Fund Sources		
Funding Sources	Amount	% of Funding
Capital Reserves	\$821,160	82.02%
Interest Income	180,000	17.98%
Total Funding		<u>100.00%</u>

Supplemental Data: Personnel						
Authorized Positions Job Classifications	Number of FTE's			Salary Range		2016
	2014	2015	2016	Minimum	Maximum	Budget
N/A						\$0
Temporary / Reserves						0
Overtime						0
Retirement						0
Insurance & Taxes						0
Employee Related Expenses						0
Totals	<u>0.00</u>	<u>0.00</u>	<u>0.00</u>			<u>\$0</u>

Capital Projects - Recreation Projects Revenues/Expenditures

Item Description	2014	2015		2016	Percent Change
	Actual	Budget	Revised	Final	
Revenue Sources:					
City Sales Tax	0	0	0	0	0.00%
Intergovernmental Revenues					0.00%
Yavapai County & APS	0	0	0	0	0.00%
Total Intergovernmental	0	0	0	0	0.00%
Miscellaneous Income					
Other Income	0	0	0	0	0.00%
Total Revenue Sources	0	0	0	0	0.00%
Other Financing Sources:					
Transfers In	0	0	0	0	0.00%
Carryover	0	0	0	0	0.00%
Residual Equity Interfund Transfer	0	0	0	0	0.00%
Proceeds from Lease Purchase	0	0	0	0	0.00%
Proceeds from Bonds	0	0	0	0	0.00%
Total Other Financing Sources	0	0	0	0	0.00%
Total Available Resources	0	0	0	0	0.00%
Expenditures:					
Personnel	0	0	0	0	0.00%
Operating Supplies	0	0	0	0	0.00%
Contractual Services	0	0	0	0	0.00%
Other Services and Charges	0	0	0	0	0.00%
Capital Outlay	0	0	0	0	0.00%
Reserves	0	0	0	0	0.00%
Debt Service	0	0	0	0	0.00%
Total Expenditures	0	0	0	0	0.00%
Other Uses:					
Transfers Out	0	0	0	0	0.00%
Residual Equity Interfund Transfer	0	0	0	0	0.00%
Total Other Uses	0	0	0	0	0.00%
Total Expenditures and Other Uses	0	0	0	0	0.00%
Net Income / (Loss)	\$0	\$0	\$0	\$0	

Organizational Chart:

None

General Information:

With the culmination of the voter's initiative on November 7, 2006, voters approved the building of a \$17 million Recreation Aquatics Center facility. The construction of this capital improvement project provides the community with a state-of-the-art Aquatics/Multigenerational Center. The City bonded out for the project on July 1, 2007, with direction from the City Council on Architectural Design and the hiring of various firms to initiate construction documents shortly thereafter. Construction phase of this project was completed on February 20, 2010.

FY 2015 Accomplishments:

* N/A

FY 2016 Goals:

N/A

Budget Highlights:

N/A

Culture & Recreation	CIP Rec Projects Expansion	Fund 11 - Capital Projects	Cost Center	14-00
Performance Indicators				
<i>* Performance Measures are not applicable to this fund *</i>				

Supplemental Data: Capital Outlay				
Expenditure Category	2014	2015		2016
	Actual	Budget	Revised	Final
Communications building architectural design				
Evidence bldg				
Rec Center Construction				
Rec Center Furnishing & Equip				
Rec Center Architectural				
Rainbow Colors Pool Play System				
Rec Center Solar Project				
	\$0	\$0	\$0	\$0

Culture & Recreation		CIP Rec Projects Expansion		Fund 11 - Capital Projects		Cost Center	14-00
Summary by Category							
Expenditure Category	2014	2015		2016	Percent Change		
	Actual	Budget	Revised	Final			
Personnel	\$0	\$0	\$0	\$0	0.00%		
Operating Supplies	0	0	0	0	0.00%		
Contractual Services	0	0	0	0	0.00%		
Other Services and Charges	0	0	0	0	0.00%		
Capital Outlay	0	0	0	0	0.00%		
Reserves	0	0	0	0	0.00%		
Debt Service	0	0	0	0	0.00%		
Department Totals	<u>\$0</u>	<u>\$0</u>	<u>\$0</u>	<u>\$0</u>	<u>0.00%</u>		

Departmental Fund Sources		
Funding Sources	Amount	% of Funding
Capital Reserves	\$0	0.00%
Interest Income	0	0.00%
Transfers In	0	0.00%
Total Funding		<u>0.00%</u>

Supplemental Data: Personnel						
Authorized Positions Job Classifications	Number of FTE's			Salary Range		2016
	2014	2015	2016	Minimum	Maximum	Budget
N/A						\$0
Temporary / Reserves						0
Overtime						0
Retirement						0
Insurance & Taxes						0
Employee Related Expenses						0
Totals	<u>0.00</u>	<u>0.00</u>	<u>0.00</u>			<u>\$0</u>

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Enterprise funds are used to account operations:

1) that are financed and operated in a manner similar to a private business enterprise - where the intent of the governing body is that the cost (expenses, including depreciation) of providing goods or services to the general public on a continuing basis be financed or recovered primarily through user charges; or

2) where the governing body has decided that periodic determination of revenues earned, expenses incurred, and/or net income is appropriated for capital maintenance, public policy, management control, accountability or other purposes to the residents.

<u>Fund/Account Number</u>	<u>Description</u>
<u>51</u>	<u>Wastewater Treatment Fund</u>
<u>50</u>	<u>Water System Fund</u>

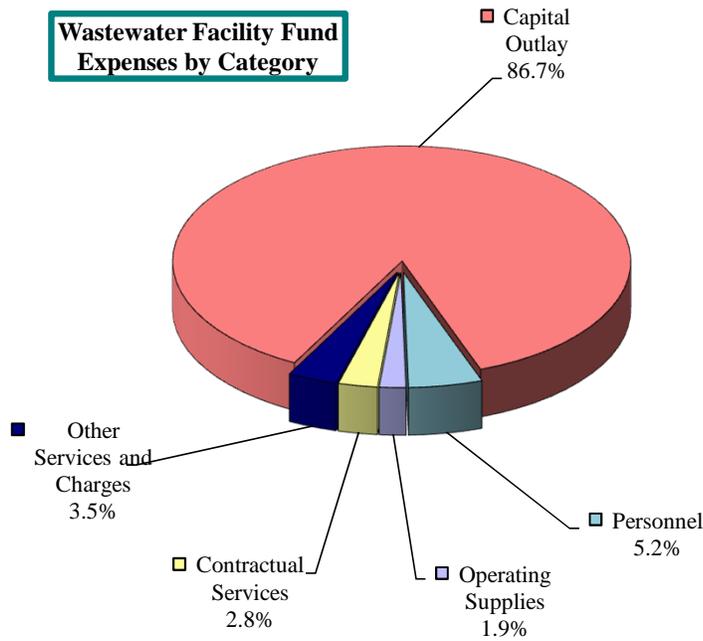
Consolidated Statement of Revenues/Expenses

Item Description	2014	2015		2016
	Actual	Budget	Revised	Final
Revenue Sources:				
Taxes	0	0	0	0
Licenses & Permits	0	0	0	0
Intergovernmental Revenues	0	0	0	0
Charges for Services	8,440,845	8,712,590	9,116,150	9,770,840
Fines & Forfeitures	0	0	0	0
Uses of Monies & Properties	65,324	7,935	2,940	2,735
Miscellaneous Revenues	1,138,888	997,585	745,230	749,430
Total Revenue Sources	9,645,057	9,718,110	9,864,320	10,523,005
Other Financing Sources:				
Transfers In	0	7,879,975	0	11,500,000
Carryover	0	4,555,280	5,987,820	17,853,895
Residual Equity Interfund Transfer	0	0	0	0
Proceeds from Lease Purchase	2,000,000	0	0	0
Proceeds from Bonds	0	10,500,000	11,345,900	20,600,000
Total Other Financing Sources	2,000,000	22,935,255	17,333,720	49,953,895
Total Available Resources	11,645,057	32,653,365	27,198,040	60,476,900
Expenses:				
Personnel	1,929,328	2,070,910	1,935,795	2,118,650
Operating Supplies	556,661	626,600	627,700	654,700
Contractual Services	843,825	1,571,660	1,536,270	1,456,170
Other Services and Charges	1,248,930	1,650,860	1,255,365	1,610,240
Depreciation	1,549,110	0	0	0
Capital Outlay	286,306	10,674,040	1,439,400	15,701,050
Debt Service	1,468,014	12,554,460	2,554,615	31,733,955
Total Expenses	7,882,175	29,148,530	9,349,145	53,274,765
Other Uses:				
Transfers Out	0	0	0	0
Reserves	319,268	3,504,835	17,848,895	7,202,135
Residual Equity Interfund Transfer	0	0	0	0
Total Other Uses	319,268	3,504,835	17,848,895	7,202,135
Total Expenses and Other Uses	8,201,443	32,653,365	27,198,040	60,476,900
Net Income / (Loss)	\$3,443,613	\$0	\$0	\$0

Wastewater Facility Fund Expenses by Category

Category	Personnel	Operating Supplies	Contractual Services	Other Services & Charges	Capital Outlay	Debt Service	Total
Sub-Total	\$766,270	\$274,500	\$407,080	\$515,855	\$12,775,700	\$0	\$15,285,065
Total	\$766,270	\$274,500	\$407,080	\$515,855	\$12,775,700	\$0	\$15,285,065

Wastewater Facility Fund Expenses by Category

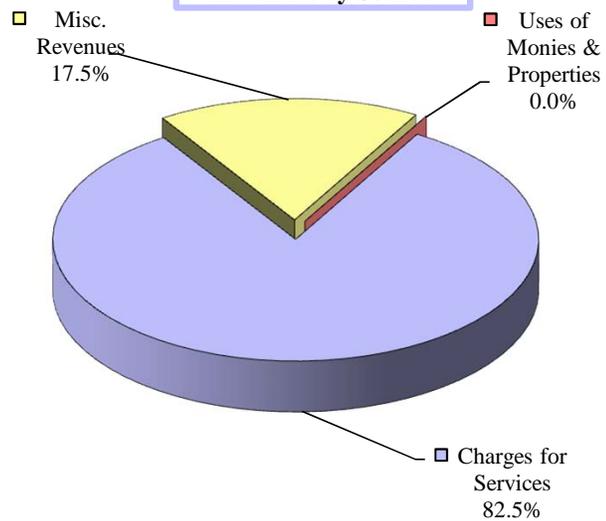


Revenues	\$2,501,540
Expenses	(14,739,405)
Revenues over (under) Expenses	(12,237,865)
Other Funding Sources/Uses	12,237,865
(Use)/Source of Retained Earnings	\$0

Wastewater Facility Fund Revenues by Source

Uses of Monies & Properties	\$100
Charges for Services	2,063,940
Misc. Revenues	437,500
Other Sources	12,783,525
Total Resources Available	\$15,285,065

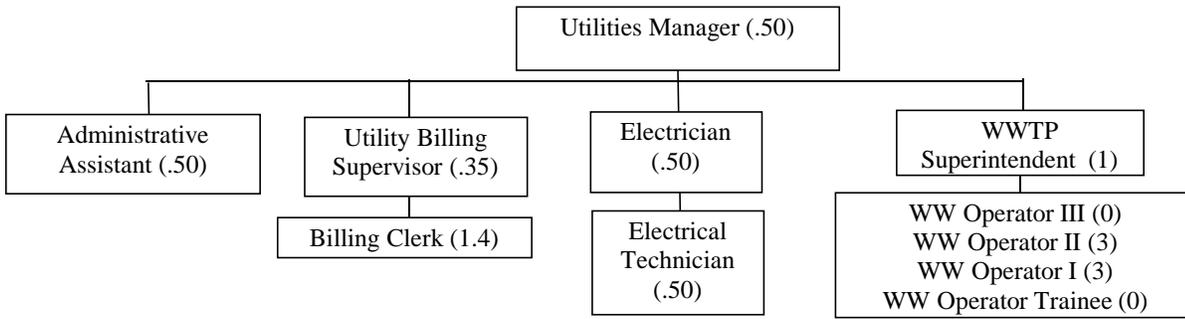
Wastewater Facility Fund Revenues by Source



Wastewater Facility Fund Revenues/Expenses/Changes in Retained Earnings

Item Description	2014	2015		2016	Percent Change
	Actual	Budget	Revised	Final	
Revenue Sources:					
Taxes					
City Sales Tax (Portion of 1%)	0	0	0	0	0.00%
Charges for Services					
User Fees	1,594,815	1,612,700	1,728,910	2,053,940	18.80%
Tap Fees	0	0	0	0	0.00%
Effluent Revenue	9,918	10,500	10,000	10,000	0.00%
Uses of Monies & Properties					
Interest Income	2,704	1,000	80	100	25.00%
Miscellaneous Revenue					
Other Income	801,808	675,620	431,265	437,500	1.45%
Total Revenue Sources	2,409,246	2,299,820	2,170,255	2,501,540	15.26%
Other Financing Sources:					
Transfers In	0	7,879,975	0	11,500,000	0.00%
Carryover	0	224,275	779,650	783,525	0.50%
Residual Equity Interfund Transfer	0	0	0	0	0.00%
Proceeds from Lease Purchase	0	0	0	0	0.00%
Proceeds from Bonds	0	500,000	0	500,000	0.00%
Total Other Financing Sources	0	8,604,250	779,650	12,783,525	1539.65%
Total Available Resources	2,409,246	10,904,070	2,949,905	15,285,065	418.15%
Expenses:					
Personnel	701,054	789,430	676,645	766,270	13.25%
Operating Supplies	204,025	243,400	332,500	274,500	-17.44%
Contractual Services	367,731	411,210	371,530	407,080	9.57%
Other Services and Charges	471,527	481,040	495,705	515,855	4.06%
Depreciation	527,188	0	0	0	0.00%
Capital Outlay	17,690	8,933,990	290,000	12,775,700	4305.41%
Debt Service	0	0	0	0	0.00%
Total Expenses	2,289,214	10,859,070	2,166,380	14,739,405	580.37%
Other Uses:					
Transfers Out	0	0	0	0	0.00%
Reserves	0	45,000	783,525	545,660	-30.36%
Residual Equity Interfund Transfer	0	0	0	0	0.00%
Total Other Uses	0	45,000	783,525	545,660	-30.36%
Total Expenses and Other Uses	2,289,214	10,904,070	2,949,905	15,285,065	418.15%
Net Income / (Loss)	\$120,032	\$0	\$0	\$0	

Organizational Chart:

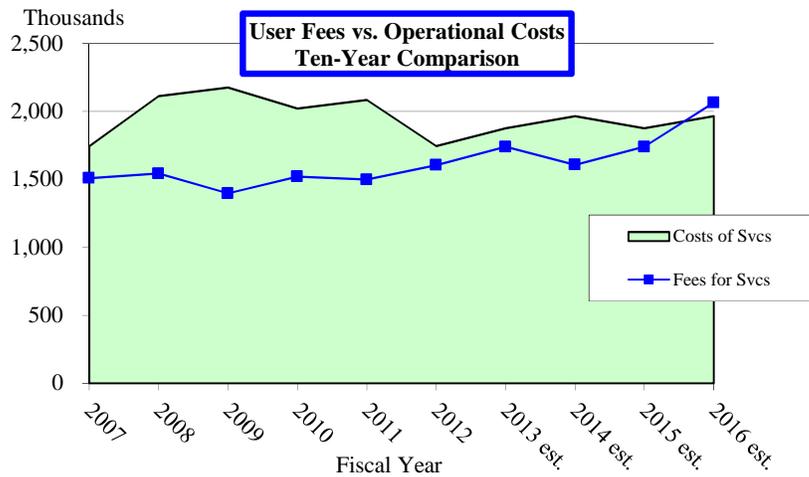


Note: Only unshaded boxes are included in this budget.

General Information:

The Wastewater Division is responsible for the operation and maintenance of a 1.5 million gallons per day (MGD) wastewater treatment facility, 55 miles of collection system main lines, five sewage lift stations, the Reclaimed Water Delivery System including the developments of Del Webb and Mesquite Hills as well as the Yavapai College reclaimed pump station, stand pipe, and of approximately 80 acres of effluent reuse and the Del Monte Riparian Zone. The Wastewater Division is also responsible for tap installations for new homes and businesses, for field locating (blue staking) of the underground collection system and completion of public information requests.

	Costs of Svcs	Fees for Svcs
2007	1,741,877	1,508,667
2008	2,111,798	1,542,468
2009	2,175,251	1,397,594
2010	2,020,026	1,520,972
2011	2,083,265	1,497,939
2012	1,744,336	1,604,734
2013 est.	1,876,380	1,738,910
2014 est.	1,963,705	1,607,438
2015 est.	1,876,380	1,738,990
2016 est.	1,963,705	2,064,040



Please Note: The net difference is operating fees and services is covered by fund balance and non-operating revenue.

FY 2015 Accomplishments:

- * Completed the 1st year of the 3-year Trenchless Spot Repair Program in which modern technology is applied to repair and rehabilitate sewer collection lines without having to perform costly and extensive excavation
- * Repainted and replaced some doors of the treatment plant building on Mingus Avenue
- * Completed installation of a reclaimed pipe along 12th Street.

FY 2016 Goals:

- * Finalize rehabilitation project for the aeration basin roof demolition and complete installation of solar panels
- * Complete Wet Well expansion for Lift Station 4 that will allow for increased retention time to control its sewer overflow
- * Begin construction of Riverfront Wastewater Reclamation Facility that will serve reclaimed water to the Riverfront Park
- * Complete the reclaimed injection well project at the Mingus Avenue Plant that serves to rejuvenate the aquifers
- * Complete rerouting the pipeline of the plant drain lift station and replacement of the headwork's parshall flume to satisfy wastewater flow requirements set by ADEQ.

Budget Highlights:

Budgeted capital totaling \$12,775,700 for FY 2016 has been listed on page XXX and includes the Riverfront Waste Water Reclamation Facility, Lift Station 4, and general construction. There are changes in the Personnel line due to the merit program. Even though there will be no Cost of Living Adjustment (COLA) for this budget year, the COLA percentage of 1.7 has been applied to all salary ranges to maintain competitive wages.

Health and Sanitation		Fund 51 - Enterprise Fund		Cost Center	71XX
Performance Indicators					
City Council Goal:	Strive to maintain a uniquely desirable and sustainable community				
Department Goal:	Provide wastewater treatment that meets or exceeds Federal, State and Local compliance				
Objective:	Improve influent/effluent treatment plant quality				
Type of Measure:	Outcome Based				
Tool:	System Monitoring, reporting and operational feedback				
Frequency:	Daily, Weekly, Monthly, Quarterly, Semi-Annual and Annual Reports				
Scoring:	Percentage above required 85% from previous				
Trend:	Steady Improvement		Actual	Estimated	Anticipated
Measures:	2013	2014	2015	2016	
Wastewater Treated (millions of gallons)	350	345	347	355	
WWTP Efficiency (Permit Required):					
BOD (85% Required)	98%	98%	98%	98%	
TSS (85% Required)	98%	98%	98%	98%	
City Council Goal:	Strive to maintain a uniquely desirable and sustainable community				
Department Goal:	Ensure regulatory compliance of effluent (reclaimed water) and encourage use of reclaim				
Objective:	Produce and distribute reclaimed water that meets or exceeds regulatory standards				
Type of Measure:	Outcome				
Tool:	Laboratory testing, metering				
Frequency:	Daily, Monthly, Quarterly, Semi-Annual, Annual testing, reports				
Scoring:	Exceedances :1-3= 90% 4-6= 75% >6= 50%, Sold = steady improvement				
Trend:	Steady improvement		Actual	Estimated	Anticipated
Measures:	2013	2014	2015	2016	
Reclaimed Water Sold(millions)	4.0	7.8	9.4	10.2	
Number of regulatory permit exceedances	8	8	2	2	

City Council Goal:	Strive to maintain a uniquely desirable and sustainable community				
Department Goal:	Maintain reliable infrastructure				
Objective:	Reduce the number of Sanitary Sewer Overflows through proper maintenance and inspection				
Type of Measure:	Outcome Based				
Tool:	System monitoring, visual observation and reports				
Frequency:	Ongoing Project				
Scoring:	Blockages= percent reduction from previous, Cleaning and video taping (ft)= 1,000-10,000 =50% 11,000-20,000=75% 20,000+ =100%				
Trend:	Steady improvement		Actual	Estimated	Anticipated
Measures:	2013	2014	2015	2016	
Sewer Line Video Taped (ft)	1,800	4,800	13,750	15,000	
Sewer Line Cleaned(ft)	2,500	3,600	13,750	15,000	
Number of Main Line Blockages	1	3	2	1	

Supplemental Data: Capital Outlay				
Item Description	2014	2015		2016
	Actual	Budget	Revised	Final
Plant Fiber Grate and Gate Replacement				\$22,000
Lining and Point Repair & Ultraviolet Transmittance Unit		\$90,000	\$90,000	114,850
NPW Pump		36,000	36,000	
Lift Station 4 Wet Well Expansion	\$932	150,000		300,000
Riverfront Wastewater Reclamation Plant		7,884,140		11,500,000
Driveway Repair at Plant		27,350		27,350
Upgrades - WWTP Construction	\$7,551	191,000	8,500	191,000
General Construction	6,900	550,000	150,000	585,000
Truck				35,500
WWTP Headworks	2,307			
Plotter (Shared with Water)		5,500	5,500	
	\$17,690	\$8,933,990	\$290,000	\$12,775,700

Health and Sanitation	Wastewater Facility Fund	Fund 51 - Enterprise Fund	Cost Center	71XX	
Summary by Category					
Expenditure Category	2014	2015		2016	Percent Change
	Actual	Budget	Revised	Final	
Personnel	\$701,054	\$789,430	\$676,645	\$766,270	13.25%
Operating Supplies	204,025	243,400	332,500	274,500	-17.44%
Contractual Services	367,731	411,210	371,530	407,080	9.57%
Other Services and Charges	471,527	481,040	495,705	515,855	4.06%
Depreciation (net)	527,188	0	0	0	0.00%
Capital Outlay	17,690	8,933,990	290,000	12,775,700	4305.41%
Reserves	0	45,000	783,525	545,660	-30.36%
Debt Service	0	0	0	0	0.00%
Department Totals	<u>\$2,289,214</u>	<u>\$10,904,070</u>	<u>\$2,949,905</u>	<u>\$15,285,065</u>	<u>418.15%</u>

Departmental Fund Sources		
Funding Sources	Amount	% of Funding
Taxes	\$0	0.00%
Charges for Service	2,063,940	13.50%
Other Income	437,600	2.86%
Other Sources	12,783,525	83.63%
Total Funding		<u>100.00%</u>

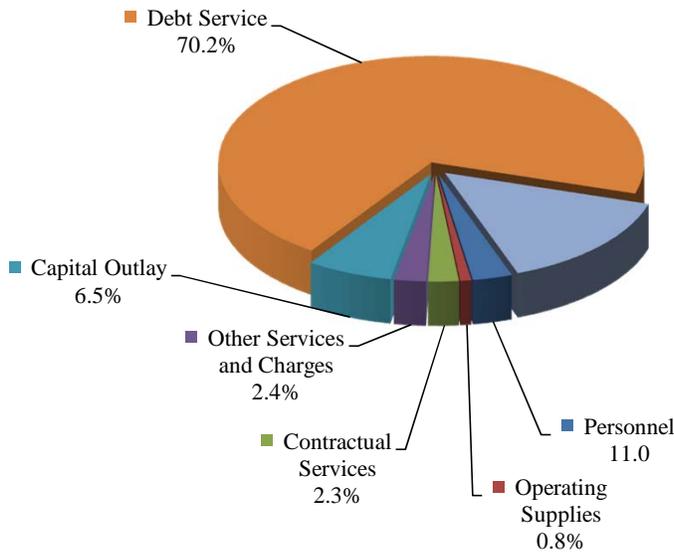
Supplemental Data: Personnel						
Authorized Positions Job Classifications	Number of FTE's			Salary Range		2016
	2014	2015	2016	Minimum	Maximum	Budget
Utilities Manager	0.50	0.50	0.50	5,586	8,232	\$39,034
Utility Ops Manager	0.50	0.50	0.00	4,825	7,111	0
WWTP Superintendent	1.00	1.00	1.00	3,970	5,850	63,794
WW Operator III	0.00	0.00	0.00	3,266	4,813	0
WW Operator II	2.00	3.00	3.00	2,962	4,365	130,413
WW Operator I	4.00	3.00	3.00	2,687	3,960	108,707
WW Operator Trainee	0.00	0.00	0.00	2,437	3,591	0
Administrative Assistant	0.50	0.50	0.50	2,962	4,365	23,895
Electrician	0.50	0.50	0.50	3,601	5,306	30,171
Electrical Technician	0.00	0.50	0.50	2,821	4,158	18,375
Utility Billing Supervisor	0.35	0.35	0.35	3,781	5,572	19,751
Utility Billing Clerk	1.40	1.40	1.40	2,437	3,591	41,537
COLA						0
Holiday Pay & Overtime						56,000
Clothing Allowance						2,000
Car Allowance & Cert pay						0
Merit Contingency						15,573
Retirement						62,770
Insurance & Taxes						153,750
Other Related Expenses						500
Totals	<u>10.75</u>	<u>11.25</u>	<u>10.75</u>			<u>\$766,270</u>

Health and Sanitation		Fund 51 - Enterprise Fund			Cost Center	71XX
Supplemental Data: Expenditures						
Item Description	2014	2015		2016	Percent Change	
	Actual	Budget	Revised	Final		
Supplies						
Office Supplies	1,656	2,900	2,900	3,100	6.90%	
Copier Supplies	0	0	0	0	0.00%	
Gas & Oil	12,366	14,500	13,000	14,000	7.69%	
Vehicle Maint & Repairs	4,789	5,500	5,000	5,500	10.00%	
Equipment Maint & Repairs	131,555	150,000	250,000	200,000	-20.00%	
Chlorine	2,673	2,500	2,500	2,700	8.00%	
Polymer	15,558	16,500	16,700	16,700	0.00%	
Operational Supplies	19,674	14,000	15,000	17,000	13.33%	
Postage & Freight	10,635	11,500	10,400	10,500	0.96%	
Odor Control Supplies	0	0	0	0	0.00%	
Building Maint & Repairs	5,119	26,000	17,000	5,000	-70.59%	
Total Supplies	204,025	243,400	332,500	274,500	-17.44%	
Contractual Services						
Computer Support	2,497	2,780	4,300	4,600	6.98%	
Contractual Services	84,950	48,000	27,800	60,000	115.83%	
Sludge Disposal	88,734	99,000	88,750	92,000	3.66%	
Employee Physicals	1,331	450	450	450	0.00%	
Legal Advertising	99	950	200	0	-100.00%	
General Counsel	1,692	0	0	0	0.00%	
Impact Fee Study	10,693	10,000	0	0	0.00%	
Indirect Cost to General Fund	177,734	250,030	250,030	250,030	0.00%	
Total Contractual Services	367,731	411,210	371,530	407,080	9.57%	
Other Services and Charges						
Travel & Training	1,726	2,000	1,600	2,400	50.00%	
Subscriptions & Memberships	245	500	775	700	-9.68%	
Printing & Forms	955	500	250	250	0.00%	
Utilities	366,440	378,290	383,980	395,500	3.00%	
Telephone	4,586	4,700	5,000	5,050	1.00%	
Bad Debt Expense	10,342	0	0	0	0.00%	
Lab/Testing	46,156	45,000	44,000	45,000	2.27%	
Tools	1,256	1,300	1,300	1,400	7.69%	
Equipment Rental	0	1,000	500	500	0.00%	
Liability Insurance	22,435	32,000	33,800	36,055	6.67%	
ADEQ Annual Fee	16,591	15,000	12,000	16,500	37.50%	
Investment Expense	794	750	0	0	0.00%	
Bank Charges	0	0	12,500	12,500	0.00%	
Total Other Services & Charges	471,527	481,040	495,705	515,855	4.06%	

Water System Facility Fund Expenses by Category

	Personnel	Operating Supplies	Contractual Services	Other Services & Charges	Capital Outlay	Debt Service	Total
Category	\$1,352,380	\$380,200	\$1,049,090	\$1,094,385	\$2,925,350	\$31,733,955	\$45,191,835
	\$1,352,380	\$380,200	\$1,049,090	\$1,094,385	\$2,925,350	\$31,733,955	\$45,191,835

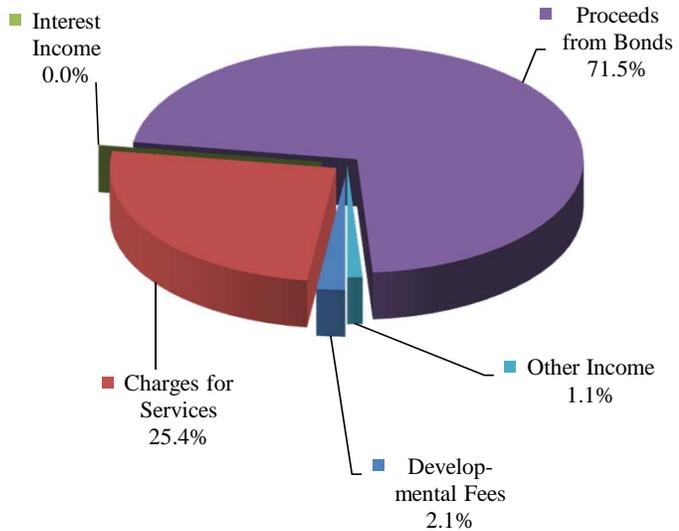
Water System Facility Fund Expenses by Category



Revenues	\$ 8,021,465
Expenses	(\$38,535,360)
Revenues over (under) Expenses	(30,513,895)
Other Funding Sources/Uses	30,513,895
(Use)/Source of Retained Earnings	\$0

Water System Facility Fund Revenues by Source

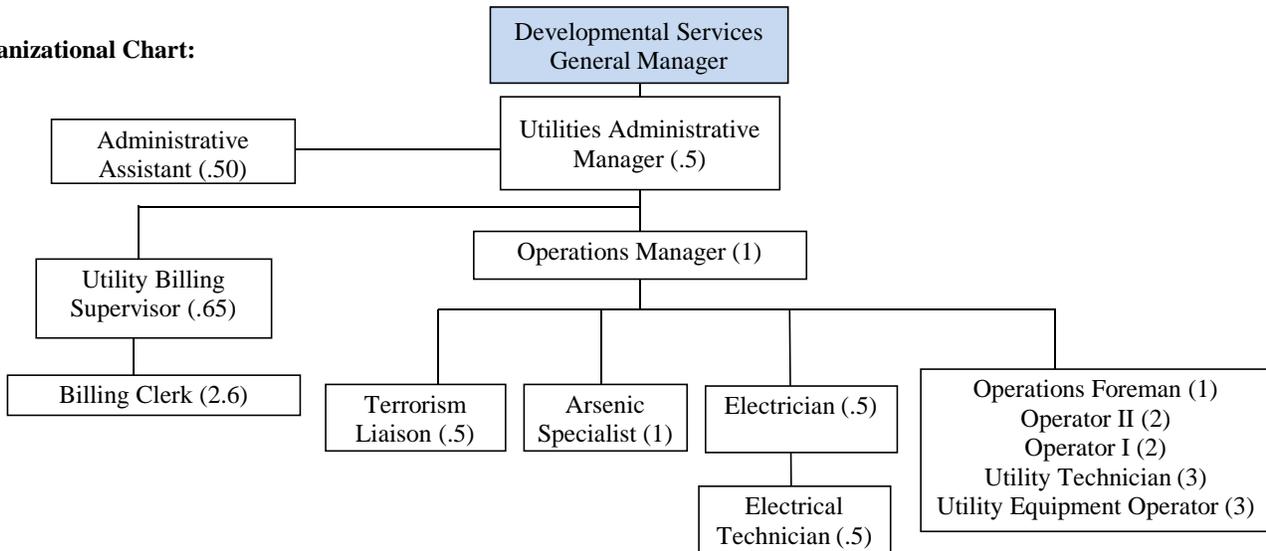
Developmental Fees	\$ 576,730
Charges for Services	7,130,170
Interest Income	2,635
Proceeds from Bonds	20,100,000
Other Income	311,930
Sub Total	28,121,465
Other Sources	17,070,370
Total Resources Available	\$73,313,300



Water System Facility Fund Revenues/Expenses/Changes in Retained Earnings

Item Description	2014	2015		2016	Percent Change
	Actual	Budget	Revised	Final	
Revenue Sources:					
Taxes					
City Sales Tax	0	0	0	0	0.00%
Charges for Services					
User Fees	6,259,609	6,516,660	6,800,740	7,130,170	4.84%
Reserves	576,502	572,730	576,500	576,730	0.04%
Uses of Monies & Properties					
Interest Income	62,620	6,935	2,860	2,635	-7.87%
Miscellaneous Revenue					
Other Income	337,079	321,965	313,965	311,930	-0.65%
Total Revenue Sources	7,235,810	7,418,290	7,694,065	8,021,465	4.26%
Other Financing Sources:					
Transfers In	0	0	0	0	0.00%
Carryover	0	4,331,005	5,208,170	17,070,370	227.76%
Residual Equity Interfund Transfer	0	0	0	0	0.00%
Proceeds from Lease Purchase	2,000,000	0	0	0	0.00%
Proceeds from Bonds	0	10,000,000	11,345,900	20,100,000	77.16%
Total Other Financing Sources	2,000,000	14,331,005	16,554,070	37,170,370	124.54%
Total Available Resources	9,235,810	21,749,295	24,248,135	45,191,835	86.37%
Expenses:					
Personnel	1,228,274	1,281,480	1,259,150	1,352,380	7.40%
Operating Supplies	352,636	383,200	295,200	380,200	28.79%
Contractual Services	476,094	1,160,450	1,164,740	1,049,090	-9.93%
Other Services and Charges	777,404	1,169,820	759,660	1,094,385	44.06%
Depreciation	1,021,922	0	0	0	0.00%
Capital Outlay	268,616	1,740,050	1,149,400	2,925,350	154.51%
Debt Service	1,468,014	12,554,460	2,554,615	31,733,955	1142.22%
Total Expenses	5,592,961	18,289,460	7,182,765	38,535,360	436.50%
Other Uses:					
Transfers Out	0	0	0	0	0.00%
Reserves	319,268	3,459,835	17,065,370	6,656,475	-60.99%
Residual Equity Interfund Transfer	0	0	0	0	0.00%
Total Other Uses	319,268	3,459,835	17,065,370	6,656,475	-60.99%
Total Expenses and Other Uses	5,912,229	21,749,295	24,248,135	45,191,835	86.37%
Net Income / (Loss)	\$3,323,581	\$0	\$0	\$0	0.00%

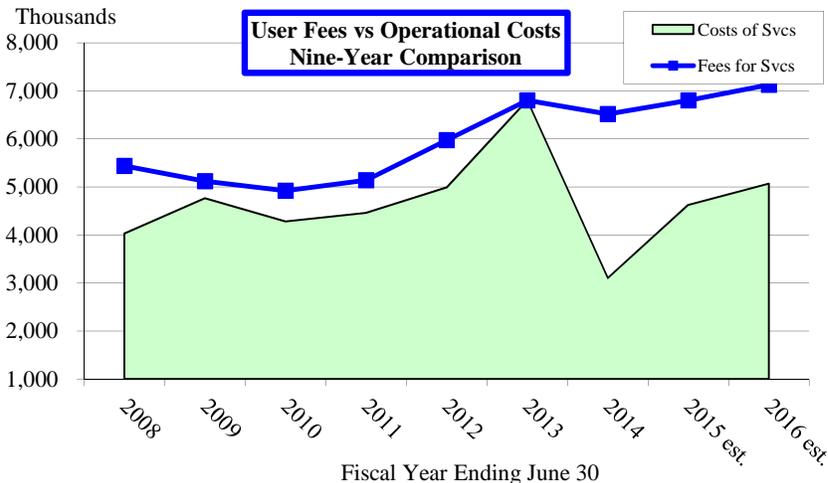
Organizational Chart:



General Information:

The Water Utilities Department is responsible for the operation and maintenance of the water department, installing water line, repairing water line, billing for water usage, arsenic remediation and all functions that pertain to the Cottonwood Municipal Water and Wastewater Utilities.

	Costs of Svcs	Fees for Svcs
2008	4,030,530	5,439,508
2009	4,764,688	5,120,693
2010	4,279,726	4,920,251
2011	4,462,193	5,141,046
2012	4,989,135	5,972,270
2013	6,806,885	6,800,740
2014	3,103,025	6,516,660
2015 est.	4,628,150	6,800,740
2016 est.	5,068,825	7,130,170



FY 2015 Accomplishments:

- * The City of Cottonwood was awarded the *2014 Water Conservation Award of Excellence* from Keep Sedona Beautiful for the visionary use of reclaimed water as well as for the conservation of potable water
- * Completed installation of the Well 3-1 Generator
- * The City of Cottonwood received the *2015 Sustainable Economic Growth City of the Decade Award* for its sustainability efforts from VerdeXchange that focuses on opportunities to help shape a "green" economy
- * Upgrades in operations have led to significant reductions in water use and nowadays, the city's total gallons per capita daily use (GPCD) is one of the lowest for a municipality in the state and the lowest of any community in the Verde Valley
- * Completion of the arsenic regeneration trailer (mobile unit) to clean media vessels for arsenic removal.

FY 2016 Goals:

- * Complete arsenic media replacement and sludge handling facilities
- * Complete water main replacement at North Willard
- * Continuing valve replacements in the Verde Villages of inoperable valves and adding new water main valves
- * Continuous water distribution and improvements to the storage system as personnel and funding opportunities allow.

Budget Highlights:

The capital items budgeted for FY 2016 are listed on page xxx. There are changes in Personnel costs due to the merit program. Even though there will be no Cost of Living Adjustment (COLA) for this budget year, the COLA percentage of 1.7 has been applied to all salary ranges to maintain competitive wages.

Health and Sanitation	Water System Facility Fund	Fund 50 - Enterprise Fund	Cost Center	7XXX
Performance Indicators				
City Council Goal:	Strive to maintain a uniquely desirable and sustainable community			
Department Goal:	Improve reliability of potable water service to residents of Cottonwood and adjacent areas			
Objective:	Improve supply and distribution systems to improve water quality and reduce customer service disruptions			
Type of Measure:	Outcome based			
Tool:	System monitoring, service reports, and Operator feedback,			
Frequency:	Daily, weekly, monthly and annual reports			
Scoring:	Numerical reduction in system leaks			
Trend:	Trending downward			
Measures:		Actual	Estimated	Anticipated
		2013	2014	2015
		2016		
System leaks repaired		125	122	120
Water main replaced LF		9,000	9,700	6,000
			9,000	

City Council Goal:	Strive to maintain a uniquely desirable and sustainable community			
Department Goal:	Ensure regulatory compliance			
Objective:	Constant testing, treatment and documentation at tall affected sites			
Type of Measure:	Outcome based			
Tool:	Regulatory notification; operator logs; improved documentation			
Frequency:	Daily, weekly, monthly and annual reports			
Scoring:	ADEQ/EPA compliance based on number of sites per quarter year =100%			
Trend:	Steady improvement			
Measures:		Actual	Estimated	Anticipated
		2013	2014	2015
		2016		
Number of process (in-house) arsenic tests performed		1,250	1,250	1,300
Number of compliance sample tests performed		80	80	90
Percentage ADEQ/EPA compliance		99%	99%	100%
Arsenic Regeneration procedures performed		850	850	900
				950

City Council Goal:	Strive to maintain a uniquely desirable and sustainable community			
Department Goal:	Improve Utility Billing customer satisfaction rating			
Objective:	Combine water and sewer billing			
Type of Measure:	Outcome based			
Tool:	Numerical data			
Frequency:	Monthly			
Scoring:	Numerical reduction in separate water/sewer accounts			
Trend:	Steady improvement			
Measures:		Actual	Estimated	Anticipated
		2013	2014	2015
		2016		
Number of combined residential water/sewer accounts		2,500		
Number of combined commercial water/sewer accounts		250		
Number of remaining water/sewer accounts to be merged		864		
Combined percentage of water/sewer bill consolidation			70%	100%
				100%

Supplemental Data: Capital Outlay					
Item Description	2014		2015		2016
	Actual	Budget	Revised	Tentative	
Water System Upgrades & Reservoir	\$103,426	\$160,000	\$160,000		\$160,000
Trust Land Annexation	945				
Asphalt Paver Machine (Used) & Parking Lot upgrade					72,950
Mesquite Hills/Line Extensions					250,000
Water Storage Reservoir inspection and Cleaning			\$134,400		26,000
W Mingus Reconstruction & System Upgrade					1,055,900
Water Storage/Well Booster	42,711	\$150,000	130,000		150,000
Well Generator		75,000			
Well Improvements & Construction-General Plan	51,933	75,000	75,000		100,000
Fire Hydrant/Flow Improvements	42,945	400,000	150,000		350,000
Arsenic Mitigation Equip & Trailer, Generator & Tailer	11,175	750,000	500,000		725,000
Scada Upgrades, Plotter, Trace Detect, Impact Fee Study	15,480	66,050			
Utility Trucks (2)		64,000			35,500
	\$268,616	\$1,740,050	\$1,149,400		\$2,925,350

Health and Sanitation	Water System Facility Fund	Fund 50 - Enterprise Fund		Cost Center	7XXX
Summary by Category					
Expenditure Category	2014	2015		2016	Percent Change
	Actual	Budget	Revised	Final	
Personnel	\$1,228,274	\$1,281,480	\$1,259,150	\$1,352,380	7.40%
Operating Supplies	352,636	383,200	295,200	380,200	28.79%
Contractual Services	476,094	1,160,450	1,164,740	1,049,090	-9.93%
Other Services and Charges	777,404	1,169,820	759,660	1,094,385	44.06%
Depreciation (net)	1,021,922	0	0	0	0.00%
Capital Outlay	268,616	1,740,050	1,149,400	2,925,350	154.51%
Reserves	319,268	3,459,835	17,065,370	6,656,475	-79.73%
Transfers out - Debt Service	0	0	0	0	
Debt Service	1,468,014	12,554,460	2,554,615	31,733,955	1142.22%
Department Totals	\$5,912,229	\$21,749,295	\$24,248,135	\$45,191,835	86.37%

Departmental Fund Sources		
Funding Sources	Amount	% of Funding
Development Reserves	\$576,730	1.28%
Charges for Service	7,130,170	15.78%
Other Income	314,565	0.70%
Fund Balance	37,170,370	82.25%
Total Funding		<u>100.00%</u>

Supplemental Data: Personnel						
Authorized Positions Job Classifications	Number of FTE's			Salary Range		2016
	2014	2015	2016	Minimum	Maximum	Budget
Utilities Manager	0.50	0.50	0.50	5,586	8,232	\$39,034
Operations Manager	0.50	0.50	1.00	4,825	7,111	65,310
Utility Billing Supervisor	0.65	0.65	0.65	3,781	5,572	36,681
Utility Technician	5.00	3.00	3.00	2,437	3,591	90,790
Utility Billing Clerk	2.60	2.60	2.60	2,437	3,591	77,142
Operator I	1.00	2.00	2.00	2,687	3,960	76,011
Operator II	2.00	2.00	2.00	2,962	4,365	88,486
Operations Foreman	1.00	1.00	1.00	3,266	4,813	54,866
Electrician	0.50	0.50	0.50	3,601	5,306	30,171
Electrical Technician	0.00	0.50	0.50	2,821	4,158	18,375
Administrative Assist	0.50	0.50	0.50	2,962	4,365	23,895
Arsenic Specialist	1.00	1.00	1.00	3,429	5,054	50,227
Terrorism Liaison Officer	0.50	0.50	0.50	3,601	5,306	26,088
Utility Equipment Operator	2.00	3.00	3.00	2,962	4,365	118,133
COLA						0
Overtime						114,160
Holiday Pay						2,000
Car & Clothing Allowance						5,500
Merit Contingency						31,671
Retirement						110,780
Insurance & Taxes						292,860
Employee Related Expenses						200
Totals	17.75	18.25	18.75			\$1,352,380

Health and Sanitation	Water System Facility Fund	Fund 50 - Enterprise Fund	Cost Center	7XXX	
Supplemental Data: Expenditures					
Item Description	2014	2015		2016	Percent Change
	Actual	Budget	Revised	Final	
Supplies					
Office Supplies	6,495	7,500	8,200	8,500	3.66%
Copier Supplies	105	0	0	0	0.00%
Gas & Oil	39,543	45,000	35,000	45,000	28.57%
Vehicle Maint & Repairs	17,292	15,000	10,000	15,000	50.00%
Equipment Maint & Repairs	189,757	176,000	130,000	176,000	35.38%
Chemicals	31,535	63,000	50,000	63,000	26.00%
Operational Supplies	23,301	24,000	18,000	24,000	33.33%
Postage & Freight	36,776	46,200	37,000	41,200	11.35%
Tools	4,099	3,500	3,500	3,500	0.00%
Building Maint & Repairs	3,732	3,000	3,500	4,000	14.29%
Total Supplies	352,636	383,200	295,200	380,200	28.79%
Contractual Services					
Computer Support	5,774	2,900	10,400	10,400	0.00%
Contractual Services & M&O	186,444	110,000	150,000	165,000	10.00%
Employee Physicals	189	450	1,000	1,000	0.00%
Impact Fee Study	0	43,500	0	0	0.00%
General Counsel	2,288	5,000	0	0	0.00%
Indirect Cost to General Fund	276,655	580,405	580,405	450,000	-22.47%
Lease Purchase Payments	4,745	418,195	422,935	422,690	-0.04%
Total Contractual Services	476,094	1,160,450	1,164,740	1,049,090	-9.93%
Other Services and Charges					
Travel & Training	6,171	8,000	3,200	4,500	40.63%
Subscriptions & Memberships	1,637	2,000	1,500	2,500	66.67%
Verde River Days	1,000	1,000	1,000	1,000	0.00%
Printing & Forms	6,297	10,000	5,000	6,500	30.00%
Public Relations	0	0	0	0	0.00%
Utilities	386,018	426,400	340,480	350,700	3.00%
Telephone	18,752	19,420	13,100	13,400	2.29%
Legal Advertising	2,000	1,500	1,500	2,000	33.33%
Lab/Testing	10,081	25,000	25,000	28,000	12.00%
Equipment Rental	1,486	1,000	1,000	1,000	0.00%
Liability Insurance	44,871	62,500	65,530	72,085	10.00%
ADEQ Annual Fee	25,133	26,000	26,000	26,000	0.00%
Arsenic Systems Maintenance	149,095	460,000	150,000	460,000	206.67%
Aide in Lieu of Construction	107,902	115,000	99,650	100,000	0.35%
Payment Assistance Program	10,500	12,000	12,000	12,000	0.00%
Bank Charges	0	0	12,700	12,700	0.00%
Bad Debt	4,311	0	0	0	0.00%
Investment Expense	2,077	0	2,000	2,000	0.00%
Auction Fees	73	0	0	0	0.00%
Total Other Services & Charges	777,404	1,169,820	759,660	1,094,385	44.06%
Debt Service					
Interest - 2004 MPC Bond	474,484	460,830	460,830	0	-100.00%
Principal - 2004 MPC Bond	0	10,495,000	495,000	30,140,000	5988.89%
Trustee Fees - 2004 MPC Bond	4,100	1,500	1,650	0	-100.00%
Interest - 2006 MPC Bond	987,930	985,630	985,635	962,455	-2.35%
Principal - 2006 MPC Bond	0	610,000	610,000	630,000	3.28%
Trustee Fees - 2006 MPC Bond	1,500	1,500	1,500	1,500	0.00%

Municipal Property Corporation
Senior Lien Water System Revenue Bonds, Series 2004 ("AAA" S&P / "AAA" Moody's)

Maturity	Principal			Rate	Int/Fees	Debt Service
	Payments	Retired	Balance			
January 1, 2016					222,192	
July 1, 2016	510,000	4,545,000	9,035,000	3.75%	222,192	\$954,384
January 1, 2017					212,630	
July 1, 2017	530,000	5,075,000	8,505,000	3.75%	212,630	\$955,260
January 1, 2018					202,692	
July 1, 2018	550,000	5,625,000	7,955,000	4.00%	202,692	\$955,384
January 1, 2019					191,692	
July 1, 2019	570,000	6,195,000	7,385,000	4.00%	191,692	\$953,384
January 1, 2020					180,292	
July 1, 2020	595,000	6,790,000	6,790,000	4.13%	180,292	\$955,584
January 1, 2021					168,020	
July 1, 2021	620,000	7,410,000	6,170,000	4.20%	168,020	\$956,040
January 1, 2022					155,000	
July 1, 2022	645,000	8,055,000	5,525,000	4.31%	155,000	\$955,000
January 1, 2023					138,875	
July 1, 2023	680,000	8,735,000	4,845,000	4.41%	138,875	\$957,750
January 1, 2024					121,875	
July 1, 2024	710,000	9,445,000	4,135,000	4.55%	121,875	\$953,750
January 1, 2025					104,125	
July 1, 2025	750,000	10,195,000	3,385,000	4.55%	104,125	\$958,250
January 1, 2026					85,375	
July 1, 2026	785,000	10,980,000	2,600,000	4.55%	85,375	\$955,750
January 1, 2027					65,750	
July 1, 2027	825,000	11,805,000	1,775,000	4.55%	65,750	\$956,500
January 1, 2028					45,125	
July 1, 2028	865,000	12,670,000	910,000	4.55%	45,125	\$955,250
January 1, 2029					23,500	
July 1, 2029	910,000	13,580,000	0	5.00%	23,500	\$957,000
Totals	<u>\$9,545,000</u>				<u>\$3,834,286</u>	<u>\$13,379,286</u>

Municipal Property Corporation

Senior Lien Water System Revenue Bonds, Series 2006 ("AAA" S&P / "AAA" Moody's)

Maturity	Principal			Rate	Int/Fees	Debt Service
	Payments	Retired	Balance			
January 1, 2016					481,226	
July 1, 2016	630,000	4,495,000	19,470,000	5.00%	481,226	\$1,592,453
January 1, 2017					465,476	
July 1, 2017	665,000	5,160,000	18,805,000	5.00%	465,476	\$1,595,953
January 1, 2018					448,851	
July 1, 2018	700,000	5,860,000	18,105,000	4.00%	448,851	\$1,597,703
January 1, 2019					434,851	
July 1, 2019	725,000	6,585,000	17,380,000	4.00%	434,851	\$1,594,703
January 1, 2020					420,351	
July 1, 2020	760,000	7,345,000	16,620,000	4.00%	420,351	\$1,600,703
January 1, 2021					405,151	
July 1, 2021	790,000	8,135,000	15,830,000	4.10%	405,151	\$1,600,303
January 1, 2022					388,956	
July 1, 2022	820,000	8,955,000	15,010,000	4.13%	388,956	\$1,597,913
January 1, 2023					372,044	
July 1, 2023	855,000	9,810,000	14,155,000	1.25%	372,044	\$1,599,088
January 1, 2024					353,875	
July 1, 2024	890,000	10,700,000	13,265,000	5.00%	353,875	\$1,597,750
January 1, 2025					331,625	
July 1, 2025	935,000	11,635,000	12,330,000	5.00%	331,625	\$1,598,250
January 1, 2026					308,250	
July 1, 2026	980,000	12,615,000	11,350,000	5.00%	308,250	\$1,596,500
January 1, 2027					283,750	
July 1, 2027	1,030,000	13,645,000	10,320,000	5.00%	283,750	\$1,597,500
January 1, 2028					258,000	
July 1, 2028	1,080,000	14,725,000	9,240,000	5.00%	258,000	\$1,596,000
January 1, 2029					231,000	
July 1, 2029	1,135,000	15,860,000	8,105,000	5.00%	231,000	\$1,597,000
January 1, 2030					202,625	
July 1, 2030	1,190,000	17,050,000	6,915,000	5.00%	202,625	\$1,595,250
January 1, 2031					172,875	
July 1, 2031	1,255,000	18,305,000	5,660,000	5.00%	172,875	\$1,600,750
January 1, 2032					141,500	
July 1, 2032	1,315,000	19,620,000	4,345,000	5.00%	141,500	\$1,598,000
January 1, 2033					108,625	
July 1, 2033	1,375,000	20,995,000	2,970,000	5.00%	108,625	\$1,592,250
January 1, 2034					74,250	
July 1, 2034	1,450,000	22,445,000	1,520,000	5.00%	74,250	\$1,598,500
January 1, 2035					38,000	
July 1, 2035	1,520,000	23,965,000	0	5.00%	38,000	\$1,596,000
Totals	<u>\$20,100,000</u>				<u>\$11,842,565</u>	<u>\$31,942,565</u>

FIDUCIARY FUNDS

These funds are used to account for assets held in trust by a government in a trustee capacity or agency capacity for others and which therefore cannot be used to support the government's own programs.

Fund/Account Number

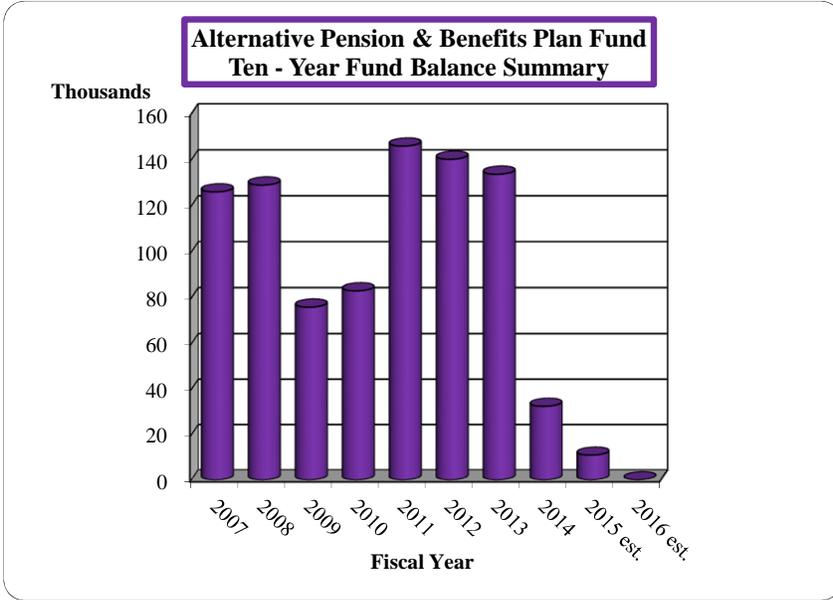
Description

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Alternative Pension and Benefits Plan Fund

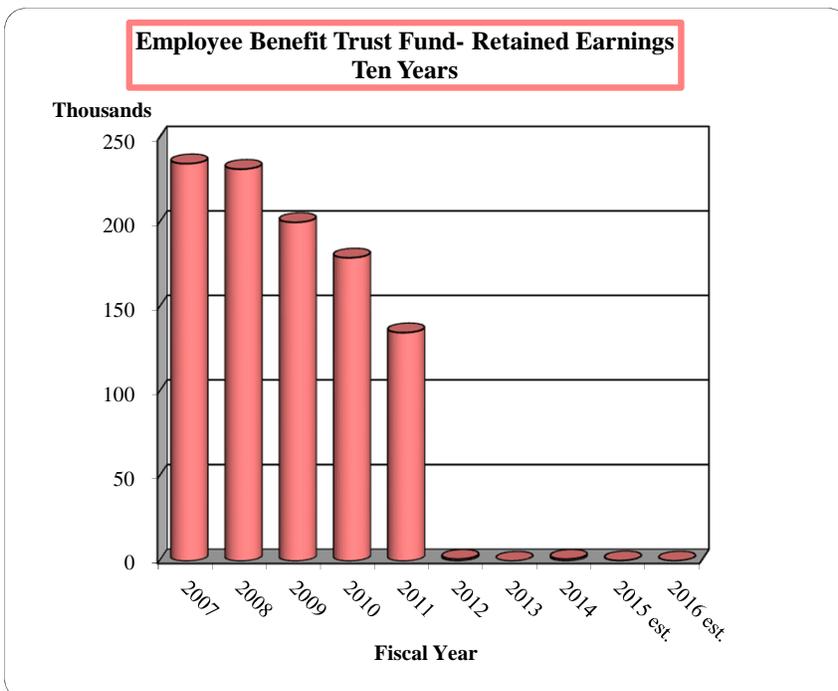
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Employee Benefit Trust Fund



Fiscal Year	Fund Balance
2007	126,025
2008	129,017
2009	75,900
2010	82,973
2011	145,970
2012	140,244
2013	133,735
2014	32,451
2015 est.	10,900
2016 est.	0

The following represents a ten-year illustration of retained earnings for this fund. The fund balance is providing short term disability for all employees.



Fiscal Year	Fund Balance
2007	234,811
2008	231,573
2009	200,101
2010	179,117
2011	134,830
2012	1,152
2013	0
2014	1,152
2015 est.	250
2016 est.	125

Consolidated Statement of Revenues/Expenditures

Item Description	2014	2015		2016
	Actual	Budget	Revised	Final
Revenue Sources:				
Taxes	0	0	0	0
Intergovernmental Revenues	23,856	0	0	0
Charges for Services	0	0	0	0
Fines & Forfeitures	0	0	0	0
Uses of Monies & Properties	16,428	1,200	15,600	15,625
Miscellaneous Revenues	976	0	0	0
Total Revenue Sources	41,259	1,200	15,600	15,625
Other Financing Sources:				
Transfers In	0	0	0	0
Carryover	0	70,875	59,780	69,810
Residual Equity Interfund Transfer	0	0	0	0
Proceeds from Lease Purchase	0	0	0	0
Proceeds from Bonds	0	0	0	0
Total Other Financing Sources	0	70,875	59,780	69,810
Total Available Resources	41,259	72,075	75,380	85,435
Expenditures:				
Personnel	0	0	0	0
Operating Supplies	0	0	0	0
Contractual Services	7,656	3,600	3,600	3,600
Other Services and Charges	0	0	1,970	4,000
Capital Outlay	0	0	0	0
Reserves	0	68,475	69,810	77,835
Debt Service	0	0	0	0
Total Expenditures	7,656	72,075	75,380	85,435
Other Uses:				
Transfers Out	0	0	0	0
Residual Equity Interfund Transfer	0	0	0	0
Total Other Uses	0	0	0	0
Total Expenditures and Other Uses	7,656	72,075	75,380	85,435
Net Income / (Loss)	\$33,603	\$0	\$0	\$0

Alternative Pension and Benefits Plan Fund Revenues/Expenditures

Item Description	2014	2015		2016	Percent Change
	Actual	Budget	Revised	Final	
Revenue Sources:					
Taxes					
Sales Tax	0	0	0	0	0.00%
Intergovernmental Revenues					
City Contribution / Fire Ins Premium	23,856	0	0	0	0.00%
Uses of Monies & Properties					
Interest Income	15,275	0	15,000	15,000	0.00%
Miscellaneous Revenues					
Other Income	976	0	0	0	0.00%
Total Revenue Sources	40,107	0	15,000	15,000	0.00%
Other Financing Sources:					
Transfers In	0	0	0	0	0.00%
Carryover	0	10,900	0	9,430	0.00%
Residual Equity Interfund Transfer	0	0	0	0	0.00%
Proceeds from Lease Purchase	0	0	0	0	0.00%
Proceeds from Bonds	0	0	0	0	0.00%
Total Other Financing Sources	0	10,900	0	9,430	0.00%
Total Available Resources	40,107	10,900	15,000	24,430	62.87%
Expenditures:					
Personnel	0	0	0	0	0.00%
Operating Supplies	0	0	0	0	0.00%
Contractual Services	7,656	3,600	3,600	3,600	0.00%
Other Services and Charges	0	0	1,970	2,000	1.52%
Capital Outlay	0	0	0	0	0.00%
Reserves	0	7,300	9,430	18,830	99.68%
Debt Service	0	0	0	0	0.00%
Total Expenditures	7,656	10,900	15,000	24,430	62.87%
Other Uses:					
Transfers Out	0	0	0	0	0.00%
Residual Equity Interfund Transfer	0	0	0	0	0.00%
Total Other Uses	0	0	0	0	0.00%
Total Expenditures and Other Uses	7,656	10,900	15,000	24,430	62.87%
Net Income / (Loss)	\$32,451	\$0	\$0	\$0	

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Organizational Chart:

None

General Information:

Alternative Pension and Benefits Plan Fund accounts for the defined contribution pension plan which is administrated by the City and a board of trustees for the City's volunteer firefighters.

Revenues are received from the state's Fire Insurance Premium Tax, contributions from the city and members, and interest on investments.

FY 2015 Accomplishments:

- * Maintained the financial health of the pool

FY 2016 Goals:

- * Continue to search for ways to improve plan
- * Maintain the financial stability of the pool

Budget Highlights:

No significant changes are planned for this department.

Fiduciary Fund	Alternative Pension and Benefits Plan		Fund 09	Cost Center	10-00
Summary by Category					
Expenditure Category	2014	2015		2016	Percent Change
	Actual	Budget	Revised	Final	
Personnel	\$0	\$0	\$0	\$0	0.00%
Operating Supplies	0	0	0	0	0.00%
Contractual Services	7,656	3,600	3,600	3,600	0.00%
Other Services and Charges	0	0	1,970	2,000	1.52%
Capital Outlay	0	0	0	0	0.00%
Reserves	0	7,300	9,430	18,830	99.68%
Debt Service	0	0	0	0	0.00%
Department Totals	<u>\$7,656</u>	<u>\$10,900</u>	<u>\$15,000</u>	<u>\$24,430</u>	<u>62.87%</u>

Departmental Fund Sources		
Funding Sources	Amount	% of Funding
Contributions	(\$50,950)	-208.56%
Interest Income	15,000	61.40%
Other Income	0	0.00%
Fund Balance	60,380	247.16%
Total Funding		<u><u>100.00%</u></u>

Performance Indicators
<i>* Performance Measures are not applicable to this fund *</i>

Employee's Benefit Trust Fund Revenues/Expenditures

Item Description	2014	2015		2016	Percent Change
	Actual	Budget	Revised	Final	
Revenue Sources:					
Uses of Monies & Properties					
Interest Income	1,152	1,200	600	625	4.17%
Miscellaneous Revenues					
Other Income	0	0	0	0	0.00%
Total Revenue Sources	<u>1,152</u>	<u>1,200</u>	<u>600</u>	<u>625</u>	<u>4.17%</u>
Other Financing Sources:					
Transfers In	0	0	0	0	0.00%
Carryover	0	59,975	59,780	60,380	1.00%
Residual Equity Interfund Transfer	0	0	0	0	0.00%
Proceeds from Lease Purchase	0	0	0	0	0.00%
Proceeds from Bonds	0	0	0	0	0.00%
Total Other Financing Sources	<u>0</u>	<u>59,975</u>	<u>59,780</u>	<u>60,380</u>	<u>1.00%</u>
Total Available Resources	<u>1,152</u>	<u>61,175</u>	<u>60,380</u>	<u>61,005</u>	<u>1.04%</u>
Expenses:					
Personnel	0	0	0	0	0.00%
Operating Supplies	0	0	0	0	0.00%
Contractual Services	0	0	0	0	0.00%
Other Services and Charges	0	0	0	2,000	0.00%
Capital Outlay	0	0	0	0	0.00%
Reserves	0	61,175	60,380	59,005	-2.28%
Debt Service	0	0	0	0	0.00%
Total Expenses	<u>0</u>	<u>61,175</u>	<u>60,380</u>	<u>61,005</u>	<u>1.04%</u>
Other Uses:					
Transfers Out	0	0	0	0	0.00%
Residual Equity Interfund Transfer	0	0	0	0	0.00%
Total Other Uses	<u>0</u>	<u>0</u>	<u>0</u>	<u>0</u>	<u>0.00%</u>
Total Expenses and Other Uses	<u>0</u>	<u>61,175</u>	<u>60,380</u>	<u>61,005</u>	<u>1.04%</u>
Net Income / (Loss)	<u>\$1,152</u>	<u>\$0</u>	<u>\$0</u>	<u>\$0</u>	<u>0.00%</u>

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Organizational Chart:

None

General Information:

The Employee Benefits Trust Fund accounted for the City's partially self-funded health & medical insurance for many years. Currently, the trust no longer provides the services since the City is a member of the Verde Valley Employee Benefit Pool.

FY 2015 Accomplishments:

* N/A

FY 2016 Goals:

* NA

Budget Highlights:

The City used these funds to cover short term disabilities. In FY 2014, the trust has been eliminated. The balance of these funds will be used for a future employee benefit.

Internal Services		Employee Benefit Trust		Fund 10		Cost Center		10-00	
Summary by Category									
Expenditure Category	2014		2015		2016		Percent Change		
	Actual	Budget	Budget	Revised	Final	Final			
Personnel	\$0	\$0	\$0	\$0	\$0	\$0	0.00%		
Operating Supplies	0	0	0	0	0	0	0.00%		
Contractual Services	0	0	0	0	0	0	0.00%		
Other Services and Charges	0	0	0	0	0	0	0.00%		
Capital Outlay	0	0	0	0	0	0	0.00%		
Reserves	0	61,175	60,380	60,380	61,005	61,005	1.04%		
Debt Service	0	0	0	0	0	0	0.00%		
Department Totals		<u>\$0</u>	<u>\$61,175</u>	<u>\$60,380</u>	<u>\$60,380</u>	<u>\$61,005</u>	<u>1.04%</u>		

Departmental Fund Sources		
Funding Sources	Amount	% of Funding
Interest Income	\$625	1.02%
Miscellaneous Revenues	0	0.00%
Retained Earnings	60,380	98.98%
Total Funding		<u>100.00%</u>

Performance Indicators
<i>* Performance Measures are not applicable to this fund *</i>

Capital Outlay

General Fund			
Department	Equipment & Project Description	Requested	Budgeted
Admin			
	Subtotal	0	0
City Council	Trust Land Annexation	5,000	5,000
	Subtotal	5,000	5,000
IT	City-wide Computer Replacement Program	37,000	37,000
	File Server and Email Retention Server	18,000	18,000
	Website Design	15,000	15,000
	Subtotal	70,000	70,000
Economic Development			
	Subtotal	0	0
Municipal Court			
	Bicycle Rack Installation	2,000	0
	Subtotal	2,000	0
Community Development	ArcGIS Mapping Software	4,750	4,750
	Subtotal	4,750	4,750
Police	Rifles	5,000	5,000
	Security Camera Upgrades	5,600	0
	Duty Weapons	2,000	0
	K9 Equipment	0	0
	Brazos Accident Mobile	0	0
	Datalogic Memor X3 Scanner & Dock	1,300	1,300
	Weight Room Equipment	14,000	0
	Pepperballs	11,150	0
	Simmunitions Equipment	3,000	0
	Body Worn Cameras	25,000	0
	Safety Sound Suppressors	6,000	0
	Copier	7,100	7,100
	Interior Painting Project	15,000	0
	Patrol Vehicles	139,000	
	Subtotal	234,150	13,400

Capital Outlay

General Fund			
Department	Equipment & Project Description	Requested	Budgeted
Fire	Public Safety Exterior Structural Metal Repainting	40,000	0
	Office & Station Equipment	7,000	3,500
	Communications/Radio/MCT' Infr	30,000	5,000
	EMS Equipment Replacement Program	20,000	0
	Physical Fitness Eq (including for new stations)	20,000	0
	Copier	8,600	0
	Aerial Ladder Truck (Quint)	1,200,000	0
	Command Staff Vehicle -2013 Lease Purchase	50,000	55,000
	Fire Suppression & Rescue Equipment	60,000	0
	Subtotal	1,435,600	63,500
Recreation Center	Funding for Wellness Team	2,000	0
		Subtotal	2,000
Parks & Recreation	Lounge Furniture for Outdoor Pool	4,500	1,000
	Life Guard Stands	2,500	1,000
	Mini Van	18,000	0
	Long Bed Pick Up Truck	18,000	0
	Light Towers	12,000	0
	Road Signage	12,000	0
	ADA Pool Observation Deck	12,000	4,700
	Soft Water System	32,000	0
	Indoor Pool Cool Decking Replacement	13,000	0
	Subtotal	124,000	6,700
Parks & Bldg Mtnc	Truck	30,000	0
	Parking Lot Maintenance	300,000	300,000
	Rehabilitation of Park Irrigation System	30,000	30,000
	Grounds Maintenance Supply Line Increase	20,000	20,000
		Subtotal	380,000
Public Works	Transfer Station - Air Burner	80,000	0
	Stormwater Program	48,600	0
	Hazmat Clean-up Event	20,000	20,000
		Subtotal	148,600
Total General Fund Capital Outlay		\$2,406,100	\$533,350

Capital Outlay

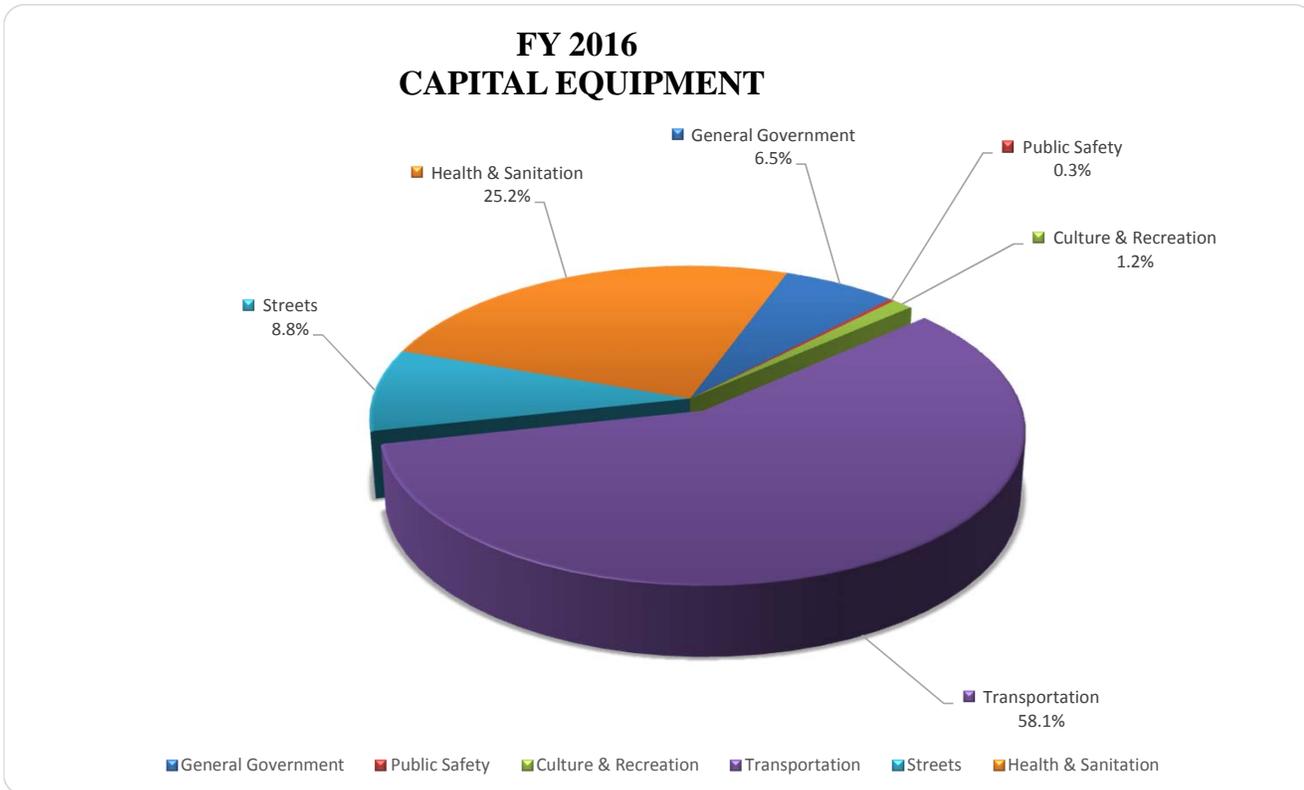
Special Revenue Funds			
Department	Equipment & Project Description	Requested	Budgeted
Streets-Construction	Sidewalk Additions	80,000	123,150
	Pavement Preservation	600,000	0
	Mingus Ave. Reconstruction Willard Street to Main	6,100,000	6,100,000
	12th Street 89A to Fir Construction	337,220	337,220
	Truck	40,000	0
	Mingus Ave, 10th Street & Main Project	250,000	250,000
	Subtotal	7,407,220	6,810,370
Streets - Operations			
	Sidewalk Trip Hazard Removal	10,000	10,000
	Welder	4,000	0
	Subtotal	14,000	10,000
Transit			
	Light Duty 20-30 Ft Vans (4)	260,000	260,000
	Sub-total	260,000	260,000
Library			
	Chair Re-upholstery Project	28,000	0
	Sub-total	28,000	0
CDBG Grants			
	CDBG - Civic Center Grant	0	309,155
	Sub-total	0	309,155
Other Grants			
	Misc Grants	500,000	500,000
	Sub-total	500,000	500,000
Airport Grants			
	ADOT Runway Pavement Preservation	1,950,000	1,950,000
	Airport Increase Fence Height	150,000	150,000
	Sub-total	2,100,000	2,100,000
Total Special Revenue Fund Capital Outlay		\$10,309,220	\$9,989,525
Capital Projects Fund			
	Kids Park Restrooms	250,000	250,000
	Riverfront Rehabilitation	150,000	150,000
	Garrison Relocation and Rehab	250,000	250,000
	HVAC Installation - Civic Center	160,000	160,000
	Sub-total	810,000	810,000
Total Capital Projects Fund Capital Outlay		\$810,000	\$810,000

Capital Outlay

Enterprise Funds			
Department	Equipment & Project Description	Requested	Budgeted
Sewer Construction	Drain Lift Station Re-routing Project	85,000	85,000
	Wastewater Storage Canopy and Shelter	38,750	0
	Lining and Point Repair Collections	95,000	95,000
	Roof Repair of Waste Water Treatment Plant	550,000	500,000
	Riverfront Reclamation Facility	13,000,000	11,500,000
	Truck	35,500	35,500
	Sludge Disposal	99,140	0
	Lift Station	300,000	300,000
	Waste Water Treatment Plant Upgrades	191,000	191,000
		Sub-total	14,394,390
Sewer O&M	Plant Fiber Grate and Gate Replacement	24,800	22,000
	Driveway Repair	27,350	27,350
	Remote Terminal Unit for Del Webb/Yavapai College	24,300	0
	Ultraviolet Transmittance Unit Replacement	19,850	19,850
		Sub-total	96,300
Water Construction	Utility Repair Truck	35,500	35,500
	Midi Excavator	42,000	0
	Mesquite Hills Line Extensions	0	250,000
	W Mingus Reconstruction	0	1,055,900
	Arsenic Mitigation	750,000	725,000
	Fire Hydrant Improvements	400,000	350,000
	Well Booster Station	150,000	150,000
	Well Improvements	100,000	100,000
	Water System Upgrades	160,000	160,000
	Generator - Lower 5	35,500	0
	Parking Lot Pavement Dev. Svcs - Partial	50,450	50,450
	Parking Lot Pavement-Dev. Svcs Bldg - Remainder	25,200	0
		Sub-total	1,748,650
Water O&M	Mini Van	28,000	0
	Asphalt Paver Machine	22,500	22,500
	Water Storage Reservoir Inspection and Cleaning	26,000	26,000
		Sub-total	76,500
Total Enterprise Fund Capital Outlay		16,315,840	15,701,050
Grand Total - All Capital and Equipment & Project		29,841,160	27,033,925

	Capital	
	Equipment	Project
City Council	5,000	0
IT	70,000	0
Economic Development	0	0
Municipal Court	0	0
Community Development	4,750	0
Police	13,400	0
Fire	63,500	0
Recreation Center	0	0
Parks & Recreation	6,700	0
Parks & Bldg Mtce	50,000	300,000
Public Works	20,000	0
Streets-Construction	0	6,810,370
Streets - Operations	10,000	0
Transit	260,000	0
Library	0	0
CDBG Grant	0	309,155
Other Grants	0	500,000
Airport Grants	0	2,100,000
Capital Projects Fund	0	810,000
Sewer Construction	0	12,706,500
Sewer O&M	69,200	0
Water Construction	35,500	2,841,350
Water O&M	48,500	0
	656,550	26,377,375

Total Capital Equipment & Projects



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Fiscal Year 2016 Budget
Salary Ranges

New Hire Range

Salary Range	1st Quartile	2nd Quartile	Mid Point	4th Quartile	Maximum
1	\$14,400	\$17,099	\$19,800	\$22,499	\$25,198
2	\$15,120	\$17,955	\$20,790	\$23,624	\$26,458
3	\$15,876	\$18,852	\$21,828	\$24,805	\$27,781
4	\$16,670	\$19,796	\$22,920	\$26,046	\$29,171
5	\$17,503	\$20,785	\$24,066	\$27,348	\$30,629
6	\$18,379	\$21,824	\$25,270	\$28,715	\$32,161
7	\$19,297	\$22,915	\$26,533	\$30,150	\$33,768
8	\$20,262	\$24,061	\$27,860	\$31,658	\$35,457
9	\$21,276	\$25,263	\$29,253	\$33,241	\$37,230
10	\$22,339	\$26,528	\$30,715	\$34,903	\$39,092
11	\$23,456	\$27,853	\$32,251	\$36,648	\$41,047
12	\$24,630	\$29,247	\$33,863	\$38,480	\$43,098
13	\$25,861	\$30,709	\$35,557	\$40,405	\$45,253
14	\$27,153	\$32,244	\$37,335	\$42,425	\$47,515
15	\$28,511	\$33,856	\$39,202	\$44,546	\$49,892
16	\$29,936	\$35,549	\$41,162	\$46,774	\$52,386
17	\$31,433	\$37,326	\$43,219	\$49,112	\$55,006
18	\$33,004	\$39,193	\$45,380	\$51,568	\$57,756
19	\$34,655	\$41,152	\$47,650	\$54,147	\$60,643
20	\$36,388	\$43,210	\$50,031	\$56,854	\$63,676
21	\$38,208	\$45,371	\$52,534	\$59,696	\$66,859
22	\$40,119	\$47,639	\$55,160	\$62,682	\$70,203
23	\$42,123	\$50,021	\$57,918	\$65,816	\$73,712
24	\$44,230	\$52,522	\$60,814	\$69,106	\$77,397
25	\$46,441	\$55,148	\$63,854	\$72,561	\$81,267
26	\$48,764	\$57,905	\$67,048	\$76,190	\$85,331
27	\$51,202	\$60,801	\$70,400	\$79,999	\$89,598
28	\$53,762	\$63,841	\$73,920	\$83,999	\$94,078
29	\$56,450	\$67,034	\$77,616	\$88,198	\$98,782
30	\$59,273	\$70,384	\$81,497	\$92,609	\$103,721
31	\$62,237	\$73,904	\$85,572	\$97,239	\$108,907
32	\$65,348	\$77,600	\$89,850	\$102,100	\$114,352
33	\$68,615	\$81,478	\$94,343	\$107,206	\$120,069
34	\$72,046	\$85,552	\$99,059	\$112,566	\$126,073
35	\$75,649	\$89,831	\$104,012	\$118,194	\$132,377
36	\$79,431	\$94,321	\$109,214	\$124,105	\$138,996
37	\$83,403	\$99,039	\$114,674	\$130,310	\$145,945
38	\$87,572	\$103,990	\$120,407	\$136,825	\$153,243
39	\$91,951	\$109,189	\$126,428	\$143,666	\$160,905
40	\$96,548	\$114,649	\$132,750	\$150,850	\$168,950
41	\$101,377	\$120,381	\$139,386	\$158,392	\$177,398
42	\$106,445	\$126,401	\$146,356	\$166,312	\$186,267
43	\$111,767	\$132,720	\$153,675	\$174,628	\$195,580
44	\$117,355	\$139,356	\$161,358	\$183,358	\$205,359
45	\$123,222	\$146,325	\$169,426	\$192,527	\$215,628
46	\$129,384	\$153,641	\$177,897	\$202,154	\$226,409
47	\$135,854	\$161,322	\$186,792	\$212,261	\$237,730
48	\$142,646	\$169,389	\$196,132	\$222,873	\$249,616
49	\$149,778	\$177,858	\$205,938	\$234,017	\$262,097
50	\$157,268	\$186,750	\$216,235	\$245,718	\$275,201

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Authorized Positions by Fiscal Year

Authorized Positions Job Classifications	Number of FTE's			Salary Range		Range Number
	FY 2014	FY 2015	FY 2016	Min	Max	
Administration						
City Manager	1.00	1.00	1.00	11,613	17,113	44
Executive Assistant to CM	1.00	1.00	1.00	3,781	5,572	21
Administrative Svcs GM	1.00	1.00	1.00	8,253	12,162	37
Developmental Svcs GM	1.00	1.00	0.00	8,253	12,162	37
Community Services GM	1.00	1.00	1.00	8,253	12,162	37
Administrative Assistant	1.00	1.00	1.00	2,559	3,771	13
Total	6.00	6.00	5.00			
City Clerk's Office						
City Clerk	1.00	1.00	1.00	5,586	8,232	29
Deputy Clerk	1.00	1.00	1.00	3,266	4,813	18
Total	2.00	2.00	2.00			
Human Resources						
Human Resources Manager	1.00	1.00	1.00	5,865	8,643	30
Human Resources Specialist	0.80	1.00	0.00	2,687	3,960	14
Human Resources Specialist II	0.00	0.00	1.00	3,781	5,572	21
Safety Training Specialist	0.00	1.00	0.00	4,825	7,111	26
Administrative Assistant	0.00	0.50	0.50	2,559	3,771	13
Total	1.80	3.50	2.50			
Natural Resources						
Water Resources Administrator	1.00	1.00	1.00	8,253	12,162	37
Total	1.00	1.00	1.00			
Finance Department						
Accounting/Budget Manager	1.00	1.00	1.00	5,865	8,643	30
Budget Analyst	1.00	1.00	1.00	3,781	5,572	21
Administrative Assistant	0.00	0.50	0.50	2,559	3,771	13
Total	2.00	2.50	2.50			
IT Services						
IT Manager	1.00	1.00	1.00	6,790	10,006	33
IT Systems Administrator	0.00	0.00	1.00	4,596	6,772	25
GIS Coordinator	0.00	0.00	1.00	3,429	5,054	19
IT Technician II	1.00	1.00	1.00	3,781	5,572	21
IT Technician I	1.00	1.00	1.00	3,429	5,054	19
Total	3.00	3.00	5.00			
Purchasing						
Purchasing Agent	1.00	1.00	1.00	3,970	5,850	22
Total	1.00	1.00	1.00			
Community Development						
Community Development Manager	1.00	1.00	1.00	5,320	7,840	28
Planner	2.00	2.00	2.00	4,168	6,143	23
Senior Administrative Assistant	1.00	1.00	0.00	2,962	4,365	16
Planning Technician	0.00	0.00	1.00	2,962	4,365	16
Planner/Code Enforcement	0.00	0.00	1.00	3,266	4,813	18
Building Official	1.00	1.00	0.00	4,168	6,143	23
Building Inspector	1.00	1.00	1.00	3,266	4,813	18
Total	6.00	6.00	6.00			
Economic Development						
Economic Development Manager	1.00	1.00	1.00	6,159	9,076	31
Administrative Assistant	1.00	1.00	1.00	2,559	3,771	13

Fiscal Year 2016 Budget
Authorized Positions by Fiscal Year

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Authorized Positions Job Classifications	Number of FTE's			Salary Range		Range Number
	FY 2014	FY 2015	FY 2016	Min	Max	
Municipal Court						
Presiding Magistrate	1.00	1.00	1.00	Contract		32
Court Administrator	1.00	1.00	1.00	4,377	6,450	24
Court Clerk II	0.00	1.00	1.00	2,821	4,158	15
Court Clerk I	3.00	2.00	2.00	2,559	3,771	13
Total	5.00	5.00	5.00			
Legal						
City Attorney	1.00	1.00	1.00	Contract		41
Legal Services Coordinator	0.00	0.00	0.00	3,266	4,813	18
Total	1.00	1.00	1.00			
Engineering Department						
Public Works & Utility Inspector	2.00	2.00	2.00	3,266	4,813	18
Professional Engineer	1.00	1.00	1.00	5,320	7,840	28
Drafter/Designer	1.00	1.00	0.00	3,429	5,054	19
Public Works Manager	1.00	1.00	1.00	5,067	7,466	27
Public Works Project Manager	1.00	1.00	1.00	3,781	5,572	21
Total	6.00	6.00	5.00			
Public Works						
Developmental Svcs Manager	1.00	1.00	1.00	5,865	8,643	30
Administrative Assistant	1.00	1.00	1.00	2,559	3,771	13
PW Project Manager	1.00	1.00	1.00	4,596	6,772	25
Public Works & Utility Mtce Spec	1.00	1.00	1.00	2,962	4,365	16
Total	4.00	4.00	4.00			
Police Department						
Police Chief	1.00	1.00	1.00	7,486	11,031	35
Commander	2.00	2.00	2.00	6,159	9,076	31
Sergeant	7.00	7.00	7.00	4,596	6,772	25
PANT Officer/Sergeant	2.00	2.00	2.00	3,601	5,306	20
Police Officer	21.00	21.00	20.00	3,601	5,306	20
School Resource Officer (SRO)	0.00	2.00	1.00	3,601	5,306	20
Property & Evidence Specialist	1.00	1.00	1.00	2,962	4,365	16
Police Administrative Technician	1.00	1.00	1.00	2,962	4,365	16
Records Clerk	2.00	2.00	2.00	2,559	3,771	13
Communications System Coordinator	0.50	0.50	0.50	3,111	4,584	17
Terrorism Liaison Officer	0.50	0.50	0.50	3,601	5,306	20
Total	38.00	40.00	38.00			
Ordinance Enforcement						
Ordinance Enforcement Officer	2.00	2.00	2.00	2,962	4,365	16
Total	2.00	2.00	2.00			

Fiscal Year 2016 Budget
Authorized Positions by Fiscal Year

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Authorized Positions Job Classifications	Number of FTE's			Salary Range		Range Number
	FY 2014	FY 2015	FY 2016	Min	Max	
Communications Division						
Communications Systems Coord.	0.50	0.50	0.50	3,111	4,584	17
Communications Supervisor	1.00	1.00	3.00	3,601	5,306	20
Communications Specialist	9.00	9.00	18.00	2,821	4,158	15
Communications Manager	0.00	0.00	1.00	4,596	6,772	25
Total	10.50	10.50	22.50			
Fire Department						
Fire Chief	1.00	1.00	1.00	7,486	11,031	35
Fire Captain	3.00	3.00	3.00	5,067	7,466	27
Fire Inspector	1.00	1.00	1.00	3,970	5,850	22
Engineer/EMT	6.00	6.00	6.00	3,970	5,850	22
Senior Administrative Asst.	1.00	1.00	1.00	2,962	4,365	16
Fire Marshal	1.00	1.00	1.00	5,320	7,840	28
Firefighter/EMT	12.00	12.00	12.00	3,601	5,306	20
Fire Lieutenant	3.00	3.00	3.00	4,596	6,772	25
Total	28.00	28.00	28.00			
Parks and Recreation Department						
Administrative Assistant	1.00	1.00	0.70	2,559	3,771	13
Recreation Coordinator II	0.00	1.00	0.90	2,962	4,365	16
Aquatics Center Supervisor	0.00	0.00	0.60	3,970	5,850	22
Recreation Center Program Supervisor	0.00	0.00	0.20	3,970	5,850	22
Head Lifeguard	0.00	0.00	0.40	2,321	3,421	11
Youth Programs Coordinator	0.00	0.00	0.50	2,962	4,365	16
Front Desk Supervisor	0.00	0.00	0.60	2,559	3,771	13
Total	1.00	2.00	3.90			
Recreation Department						
Recreation Center Manager	1.00	1.00	0.00	5,586	8,232	29
Aquatics Center Supervisor	1.00	1.00	0.40	3,970	5,850	22
Recreation Center Program Supervisor	1.00	1.00	0.80	3,970	5,850	22
Facility Maintenance Tech III	1.00	1.00	1.00	3,111	4,584	17
Fitness Center Coordinator	1.00	1.00	1.00	2,962	4,365	16
Youth Programs Coordinator	1.00	1.00	0.50	2,962	4,365	16
Front Desk Supervisor	2.00	2.00	1.40	2,559	3,771	13
Facility Maintenance Tech	1.00	1.00	1.00	2,321	3,421	11
Head Life Guard	2.00	2.00	1.60	2,321	3,421	11
Administrative Assistant	0.00	0.00	0.30	2,559	3,771	13
Recreation Coordinator II	0.00	0.00	0.10	2,962	4,365	16
Total	11.00	11.00	8.10			
Parks & Building Maintenance						
Public Works Superintendent	0.50	0.50	0.00	4,377	6,450	24
PW Operations Foreman	0.00	0.00	0.50	3,601	5,306	20
Public Works Maintenance Tech. I	4.00	4.00	5.00	2,211	3,258	10
Facilities Maint Tech III	1.00	1.00	0.00	2,321	3,421	11
Total	5.50	5.50	5.50			
Streets Maintenance						
Public Works Superintendent	0.50	0.50	0.00	4,377	6,450	24
PW Operations Foreman	0.00	0.00	0.50	3,601	5,306	20
PW Maint Tech II	4.00	4.00	4.00	2,559	3,771	13
Total	4.50	4.50	4.50			

Fiscal Year 2016 Budget
Authorized Positions by Fiscal Year

Table of Contents

Authorized Positions Job Classifications	Number of FTE's			Salary Range		Range Number
	FY 2014	FY 2015	FY 2016	Min	Max	
CAT/LYNX						
Transportation Manager	1.00	1.00	1.00	5,067	7,466	27
Administrative Assistant	1.00	1.00	1.00	2,559	3,771	13
Driver / Dispatcher	1.00	1.00	1.00	2,559	3,771	13
Field Supervisor	2.00	2.00	2.00	2,559	3,771	13
Drivers	7.00	8.00	9.00	2,437	3,591	12
Total	12.00	13.00	14.00			
Library Services						
Library Manager	1.00	1.00	1.00	5,067	7,466	27
Library Supervisor	1.00	1.00	1.00	3,601	5,306	20
Library Asst II	1.00	1.00	1.00	3,111	4,584	17
Library Asst I	1.00	1.00	1.00	2,687	3,960	14
Library Clerk	5.00	5.00	5.00	2,321	3,421	11
Total	9.00	9.00	9.00			
Wastewater Treatment Facility						
Utilities Manager	0.50	0.50	0.50	5,586	8,232	29
Utility Ops Manager	0.50	0.50	0.00	4,825	7,111	26
WWTP Superintendent	1.00	1.00	1.00	3,970	5,850	22
WW Operator III	0.00	0.00	0.00	3,266	4,813	18
WW Operator II	2.00	3.00	3.00	2,962	4,365	16
WW Operator I	4.00	3.00	3.00	2,687	3,960	14
WW Operator Trainee	0.00	0.00	0.00	2,437	3,591	12
Administrative Assistant	0.50	0.50	0.50	2,962	4,365	16
Electrician	0.50	0.50	0.50	3,601	5,306	20
Electrical Technician	0.00	0.50	0.50	2,821	4,158	15
Utility Billing Supervisor	0.35	0.35	0.35	3,781	5,572	21
Utility Billing Clerk	1.40	1.40	1.40	2,437	3,591	12
Total	10.75	11.25	10.75			
Water Distribution System						
Utilities Manager	0.50	0.50	0.50	5,586	8,232	29
Operations Manager	0.50	0.50	1.00	4,825	7,111	26
Utility Billing Supervisor	0.65	0.65	0.65	3,781	5,572	21
Utility Technician	5.00	3.00	3.00	2,437	3,591	12
Utility Billing Clerk	2.60	2.60	2.60	2,437	3,591	12
Operator I	1.00	2.00	2.00	2,687	3,960	14
Operator II	2.00	2.00	2.00	2,962	4,365	16
Operations Foreman	1.00	1.00	1.00	3,266	4,813	18
Electrician	0.50	0.50	0.50	3,601	5,306	20
Electrical Technician	0.00	0.50	0.50	2,821	4,158	15
Administrative Assist	0.50	0.50	0.50	2,962	4,365	16
Arsenic Specialist	1.00	1.00	1.00	3,429	5,054	19
Terrorism Liaison Officer	0.50	0.50	0.50	3,601	5,306	20
Utility Equipment Operator	2.00	3.00	3.00	2,962	4,365	16
	17.75	18.25	18.75			
Total City-wide Authorized Full-Time Equivalents	190.80	198.00	207.00			

Resolution

CITY OF COTTOWOOD
 Summary Schedule of Estimated Revenues and Expenditures/Expenses
 Fiscal Year 2015

1. General Fund	ADOPTED BUDGETED EXPENDITURES/EXPENSES* 2014	ACTUAL EXPENDITURES/EXPENSES** 2014	FUND BALANCE/ NET POSITION*** July 1, 2014****	PROPERTY TAX REVENUES 2015		ESTIMATED REVENUES OTHER THAN PROPERTY TAXES 2015	OTHER FINANCING SOURCES 2015		INTERFUND TRANSFERS 2015		TOTAL FINANCIAL RESOURCES AVAILABLE 2015	BUDGETED EXPENDITURES/EXPENSES 2015
				Primary	Secondary		<USES>	<OUT>	IN			
2. Special Revenue Funds	\$ 18,002,465	\$ 18,002,465	\$ 4,508,495		\$ 17,738,660	\$	\$	\$	\$ 737,665	\$ 21,509,300	\$ 22,246,955	
3. Debt Service Funds Available	5,783,280	5,783,280			5,666,040	10,030,000	10,030,000	745,655	8,000	6,403,695	16,630,635	
4. Less: Amounts for Future Debt Retirement	3,280,705	3,280,705	1,210,125		2,071,975					3,282,100	3,282,100	
5. Total Debt Service Funds	3,280,705	3,280,705	1,210,125		2,071,975					3,282,100	3,282,100	
6. Capital Projects Funds	14,486,650	14,486,650	11,566,775		180,000			7,879,975		3,965,800	3,665,800	
7. Fiduciary Funds	35,575	35,575	70,875							72,075	72,075	
8. Enterprise Funds Available	16,996,265	16,996,265	4,555,280		10,016,495	10,500,000	10,500,000	7,679,975		22,451,750	32,653,365	
9. Less: Amounts for Future Debt Retirement												
10. Total Enterprise Funds	16,996,265	16,996,265	4,555,280		10,016,495	10,500,000	10,500,000	7,679,975		22,451,750	32,653,365	
11. Internal Service Funds												
12. TOTAL ALL FUNDS	\$ 58,594,940	\$ 58,594,940	\$ 21,910,550		\$ 35,672,970	\$ 20,530,000	\$ 20,530,000	\$ 8,625,630	\$ 8,625,630	\$ 57,584,720	\$ 73,750,930	

EXPENDITURE LIMITATION COMPARISON

	2014	2015
1. Budgeted expenditures/expenses	\$ 58,594,940	\$ 78,750,930
2. Add/subtract: estimated net reconciling items		
3. Budgeted expenditures/expenses adjusted for reconciling items	\$ 58,594,940	\$ 78,750,930
4. Less: estimated exclusions		
5. Amount subject to the expenditure limitation	\$ 58,594,940	\$ 78,750,930
6. EEC or voter-approved alternative expenditure limitation	\$	\$

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 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 in this column represent Fund Balance/Net Position amounts except for amounts not in spendable form (e.g., prepaids and inventories) or legally or contractually required to be maintained intact (e.g., principal of a permanent fund).

**CITY OF COTTONWOOD
Tax Levy and Tax Rate Information
Fiscal Year 2015**

	<u>2014</u>	<u>2015</u>
1. Maximum allowable primary property tax levy. A.R.S. §42-17051(A)	\$ _____	\$ _____
2. Amount received from primary property taxation in the current year in excess of the sum of that year's maximum allowable primary property tax levy. A.R.S. §42-17102(A)(18)	\$ _____	
3. Property tax levy amounts		
A. Primary property taxes	\$ _____	\$ _____
B. Secondary property taxes	_____	_____
C. Total property tax levy amounts	\$ _____	\$ _____
4. Property taxes collected*		
A. Primary property taxes		
(1) Current year's levy	\$ _____	
(2) Prior years' levies	_____	
(3) Total primary property taxes	\$ _____	
B. Secondary property taxes		
(1) Current year's levy	\$ _____	
(2) Prior years' levies	_____	
(3) Total secondary property taxes	\$ _____	
C. Total property taxes collected	\$ _____	
5. Property tax rates		
A. City/Town tax rate		
(1) Primary property tax rate	_____	_____
(2) Secondary property tax rate	_____	_____
(3) Total city/town tax rate	_____	_____
B. Special assessment district tax rates		
Secondary property tax rates - As of the date the proposed budget was prepared, the city/town was operating _____ special assessment districts for which secondary property taxes are levied. For information pertaining to these special assessment districts and their tax rates, please contact the city/town.		

* Includes actual property taxes collected as of the date the proposed budget was prepared, plus estimated property tax collections for the remainder of the fiscal year.

**CITY OF COTTONWOOD
Revenues Other Than Property Taxes
Fiscal Year 2015**

SOURCE OF REVENUES	ESTIMATED REVENUES 2014	ACTUAL REVENUES* 2014	ESTIMATED REVENUES 2015
GENERAL FUND			
Local taxes			
City Sales Tax	\$ 8,819,040	\$ 9,421,070	\$ 9,955,540
Bed Tax	110,000	120,000	120,000
Utility Tax	208,000	225,000	236,250
Franchises	365,900	375,000	391,230
Licenses and permits			
Business Licenses	73,000	85,600	90,000
Construction Permits	146,640	200,000	210,000
Planning & Zoning Fees	19,100	35,800	36,100
Intergovernmental			
Federal Revenue	42,960	58,960	180,310
State Revenue	2,535,810	2,486,640	2,650,260
County (including Motor Vehicle Tax)	591,200	660,140	621,770
Other Entities	39,000	73,350	171,620
Charges for services			
Dispatch & Spillman Services	18,000	39,770	160,540
Recreation Fees	893,100	863,090	882,490
Animal Control Fees	500	2,000	1,500
Other Services	1,705,000	1,691,165	1,740,050
Fines and forfeits			
Municipal Court	195,985	203,750	205,000
Interest on investments			
Interest Income	43,320	32,160	40,000
Uses of monies & properties			
Rentals	5,700	12,705	12,705
Contributions			
Voluntary contributions	3,000	4,050	2,700
Miscellaneous			
Miscellaneous Income	25,415	31,195	30,395
Total General Fund	\$ 15,840,670	\$ 16,621,445	\$ 17,738,460

* 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
Revenues Other Than Property Taxes
Fiscal Year 2015**

SOURCE OF REVENUES	ESTIMATED REVENUES 2014	ACTUAL REVENUES* 2014	ESTIMATED REVENUES 2015
SPECIAL REVENUE FUNDS			
Highway User Revenue Fund			
Fuel Tax	\$ 794,630	\$ 794,630	\$ 839,050
Additional Sales Tax	125,000	215,440	221,910
Federal Grants	179,390	179,390	1,045,000
State Grants	50,000	50,000	
Other Income	150	1,000	1,150
	\$ 1,149,170	\$ 1,240,460	\$ 2,107,110
Local Transportation Assistance Fund			
Lottery Tax	\$	\$	\$
Total Street Maintenance & Construction	\$ 1,149,170	\$ 1,240,460	\$ 2,107,110
* 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.			
COTTONWOOD AREA TRANSIT SYSTEM			
Intergovernmental			
State Grant	\$ 816,800	\$ 900,270	\$ 1,130,740
Fuel Tax			
LTAf			
Other Entities	236,920	115,760	142,725
	\$ 1,053,720	\$ 1,016,030	\$ 1,273,465
Charges for services			
Fare Box	\$ 179,500	194,590	\$ 195,300
Miscellaneous			
Other Income	\$ -	-	-
Total Cottonwood Area Transit System	\$ 1,233,220	\$ 1,210,620	\$ 1,468,765
LIBRARY FUND			
Intergovernmental			
County Library	\$ 163,900	\$ 162,520	\$ 162,520
Charges for services			
Collection Income	\$ 15,000	\$ 15,700	\$ 25,640
Interest on investment			
Interest Income	\$ 20	\$ 25	\$ 25
Miscellaneous			
Other Income (including grants)	\$ 58,050	\$ 38,000	\$ 23,480
Total Library Fund	\$ 236,970	\$ 216,245	\$ 211,665
AIRPORT			
Intergovernmental			
State Grants	\$ 351,310	\$	\$ 908,000
Federal Grants	107,275	160,550	136,000
Charges for services			
Fuel Sales	\$ 200,000	\$ 245,000	\$ 245,000
Uses of monies & properties			
Rental & Leases	\$ 91,390	\$ 87,020	\$ 88,300
Total Airport Authority	\$ 749,975	\$ 492,570	\$ 1,377,300

**CITY OF COTTONWOOD
Revenues Other Than Property Taxes
Fiscal Year 2015**

SOURCE OF REVENUES	ESTIMATED REVENUES 2014	ACTUAL REVENUES* 2014	ESTIMATED REVENUES 2015
OTHER GRANTS			
Intergovernmental Revenues	\$ 500,000	\$ 500,000	\$ 500,000
Total Other Grants Fund	\$ 500,000	\$ 500,000	\$ 500,000
HERITAGE GRANT			
Intergovernmental			
Heritage Grant Funds	\$ -	\$ -	\$ -
Other Entities	-	-	-
Matching Funds	-	-	-
Total Heritage Grant Fund	\$ -	\$ -	\$ -
* 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.			
COMMUNITY DEVELOPMENT BLOCK GRANTS			
Intergovernmental			
Federal Grants	\$ 330,000	\$ 282,130	\$ -
Other Entities	-	-	-
Total Community Development Block Grants	\$ 330,000	\$ 282,130	\$ -
Total Special Revenue Funds	\$ 4,223,685	\$ 3,967,025	\$ 5,666,040
* 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	\$ 650	\$ 1,200	\$ 1,200
Alternative Pension Fund	23,700	23,800	-
Total Expendable Trust Funds	\$ 24,350	\$ 25,000	\$ 1,200

CITY OF COTTONWOOD
Revenues Other Than Property Taxes
Fiscal Year 2015

SOURCE OF REVENUES	ESTIMATED REVENUES 2014	ACTUAL REVENUES* 2014	ESTIMATED REVENUES 2015
DEBT SERVICE FUNDS			
Local Taxes			
City Sales Tax	\$ 2,070,575	\$ 2,070,575	\$ 2,071,975
Charges for services			
Water User Fees - Debt Service	\$ -	\$ -	\$ -
Interest			
Interest Income	\$ -	\$ -	\$ -
Total Debt Service Funds	\$ 2,070,575	\$ 2,070,575	\$ 2,071,975
CAPITAL PROJECTS FUNDS			
Intergovernmental			
Federal Grants	\$ -	\$ -	\$ -
State Grants	-	-	-
County Revenue	-	168,200	-
Other Entities	-	-	-
Miscellaneous			
Other Income	\$ -	\$ -	\$ -
Interest Income	165,000	180,010	180,000
Total Capital Projects Funds	\$ 165,000	\$ 348,210	\$ 180,000
* 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	1,441,780	1,503,255	1,623,200
Interest Income	20,000	-	1,000
Other Entities - Yavapai College	-	219,540	-
Other Income	104,680	337,040	675,620
Total Wastewater Enterprise	\$ 1,566,460	\$ 2,059,835	\$ 2,299,820
WATER			
City Sales Tax	\$ -	\$ -	\$ -
User Fees	5,797,990	6,849,385	7,387,775
Interest Income	8,755	63,285	6,935
Clarkdale Reimbursements	312,132	304,385	298,385
Other Income	171,314	25,580	23,580
Total Water Enterprise	\$ 6,290,191	\$ 7,242,635	\$ 7,716,675
CLARKDALE WATER ENTERPRISE			
Clarkdale Water	\$ -	\$ -	\$ -
Total Clarkdale Water Enterprise	\$ -	\$ -	\$ -
Total Enterprise Funds	\$ 7,856,651	\$ 9,302,470	\$ 10,016,495
TOTAL ALL FUNDS	\$ 30,156,581	\$ 32,309,725	\$ 35,672,970

* 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
Other Financing Sources/<Uses> and Interfund Transfers
Fiscal Year 2015

FUND	OTHER FINANCING 2015		INTERFUND TRANSFERS 2015	
	SOURCES	<USES>	IN	<OUT>
GENERAL FUND				
Operating Transfer Out - HURF	\$	\$	\$	\$
Operating Transfer Out - Library				718,430
Operating Transfer Out - Cemetery				19,225
Operating Transfers Out - Airport				
Operating Transfer Out - Transit				
Total General Fund	\$	\$	\$	\$ 737,655
SPECIAL REVENUE FUNDS				
Transfer Out Airport - Airport Improvements	\$	\$	\$	\$ 8,000
Transfer in Aripport Improvements - Airport Fund			8,000	
Operating Transfer In for Library - General Fund			718,430	
Operating Transfer in for Cemetery - General Fund			19,225	
Bond Proceeds	10,030,000			
12th Street 89A to Fir		3,329,700		
Mingus Ave. Willard to Main		5,526,000		
W Mingus Reconstruction Reimbursement		1,174,300		
Total Special Revenue Funds	\$ 10,030,000	\$ 10,030,000	\$ 745,655	\$ 8,000
DEBT SERVICE FUNDS				
	\$	\$	\$	\$
Total Debt Service Funds	\$	\$	\$	\$
CAPITAL PROJECTS FUNDS				
Transfer out - Sewer Fund	\$	\$	\$	\$ 7,879,975
Total Capital Projects Funds	\$	\$	\$	\$ 7,879,975
PERMANENT FUNDS				
	\$	\$	\$	\$
Total Permanent Funds	\$	\$	\$	\$
ENTERPRISE FUNDS				
Transfer In - Capital Projects Fund	\$	\$	\$ 7,879,975	\$
Bond Proceeds - Waste Water	500,000			
Bond Refunding - Water	10,000,000			
Roof Repair Waste Water Pool Building		500,000		
Refunding of 2004 Water Bonds		10,000,000		
Total Enterprise Funds	\$ 10,500,000	\$ 10,500,000	\$ 7,879,975	\$
INTERNAL SERVICE FUNDS				
	\$	\$	\$	\$
Total Internal Service Funds	\$	\$	\$	\$
TOTAL ALL FUNDS	\$ 20,530,000	\$ 20,530,000	\$ 8,625,630	\$ 8,625,630

**CITY OF COTTONWOOD
Expenditures/Expenses by Department
Fiscal Year 2015**

DEPARTMENT/FUND	ADOPTED	EXPENDITURE/	ACTUAL	BUDGETED
	BUDGETED	EXPENSE	EXPENDITURES/	EXPENDITURES/
	EXPENDITURES/	ADJUSTMENTS	EXPENSES*	EXPENSES
	EXPENSES	APPROVED		
	2014	2014	2014	2015
Highway User Revenue Fund				
HURF	\$ 5,428,130	\$ (4,293,900)	\$ 1,134,230	\$ 11,611,100
General Fund	288,535	161,465	450,000	
Department Total	\$ 5,716,665	\$ (4,132,435)	\$ 1,584,230	\$ 11,611,100
Cottonwood Area Transit - CAT/LYNX				
Transit	\$ 1,233,220	\$ 154,550	\$ 1,387,770	\$ 1,994,775
General Fund	150,400	(150,400)		
Department Total	\$ 1,383,620	\$ 4,150	\$ 1,387,770	\$ 1,994,775
Library				
Library Fund	\$ 236,970	\$ (20,725)	\$ 216,245	\$ 211,665
General Fund	737,205	30,795	768,000	718,430
Department Total	\$ 974,175	\$ 10,070	\$ 984,245	\$ 930,095
Cemetery				
Cemetery Fund	\$ 150	\$ 2,650	\$ 2,800	\$ 900
General Fund	24,075	(6,750)	17,325	19,225
Department Total	\$ 24,225	\$ (4,100)	\$ 20,125	\$ 20,125
Municipal Airport				
Airport Fund	\$ 256,820	\$ 45,130	\$ 301,950	\$ 360,920
General Fund	3,310	(3,310)		3,310
Department Total	\$ 260,130	\$ 41,820	\$ 301,950	\$ 364,230
Debt Service				
Debt Services Fund	\$	\$	\$	\$
General Fund				
Department Total	\$	\$	\$	\$
Grants Fund				
Grants Fund	\$ 1,444,180	\$ (339,860)	\$ 1,104,320	\$ 1,705,620
Airport Improvement Fund	47,410	(17,340)	30,070	8,000
HURF	80,000	(9,430)	70,570	
Department Total	\$ 1,571,590	\$ (366,630)	\$ 1,204,960	\$ 1,713,620
Capital Improvements Fund				
Capital Improvements Fund	\$ 13,517,040	\$ 969,610	\$ 14,486,650	\$ 11,745,775
HURF	2,442,040	(2,442,040)		
Department Total	\$ 15,959,080	\$ (1,472,430)	\$ 14,486,650	\$ 11,745,775
Wastewater Enterprise Fund				
Wastewater Enterprise Fund	\$ 2,502,240	\$ 665,605	\$ 3,167,845	\$ 3,024,095
Capital Improvements Fund	4,640,550	(4,640,550)		7,879,975

CITY OF COTTONWOOD
Full-Time Employees and Personnel Compensation
Fiscal Year 2015

FUND	Full-Time Equivalent (FTE) 2015	Employee Salaries and Hourly Costs 2015	Retirement Costs 2015	Healthcare Costs 2015	Other Benefit Costs 2015	Total Estimated Personnel Compensation 2015
GENERAL FUND	144	\$ 8,951,270	\$ 1,408,640	\$ 1,586,990	\$ 916,710	\$ 12,863,610
SPECIAL REVENUE FUNDS						
Highway User Revenue Fund-HURF	5	\$ 189,960	\$ 21,870	\$ 56,415	\$ 33,940	\$ 301,185
Cottonwood Area Transit-CAT / LVA	13	647,940	62,380	126,140	80,100	916,560
Library	9	415,380	42,780	77,680	35,960	571,810
Total Special Revenue Funds	27	\$ 1,253,280	\$ 127,030	\$ 259,235	\$ 150,000	\$ 1,789,595
DEBT SERVICE FUNDS						
		\$	\$	\$	\$	\$
Total Debt Service Funds		\$	\$	\$	\$	\$
CAPITAL PROJECTS FUNDS						
		\$	\$	\$	\$	\$
Total Capital Projects Funds		\$	\$	\$	\$	\$
PERMANENT FUNDS						
		\$	\$	\$	\$	\$
Total Permanent Funds		\$	\$	\$	\$	\$
ENTERPRISE FUNDS						
Wastewater Treatment	12	\$ 663,070	\$ 66,080	\$ 98,130	\$ 63,160	\$ 789,430
Water System Operations	18	886,110	104,870	191,250	99,260	1,281,490
Total Enterprise Funds	30	\$ 1,449,180	\$ 169,950	\$ 289,380	\$ 162,400	\$ 2,070,910
TOTAL ALL FUNDS	201	\$ 11,663,740	\$ 1,706,620	\$ 2,136,806	\$ 1,229,110	\$ 16,724,075

Action Zone Grant - A program within the CDBG program funding neighborhood improvements as identified by a steering committee made up of selected community representatives. This program is administrated by the Arizona Department of Commerce.

Alternative Expenditure Limitation - A voter approved alternative to the state imposed annual expenditure limitation. The alternative to the state plan is effective for a four year period. This alternative allows local government to establish its own spending cap each year.

Appropriation - A legal authorization granted by City Council to make expenditures and to incur obligations for specific purposes. An appropriation is usually limited in amount and duration as to when it may be expended.

Arizona Department of Transportation (ADOT) - A State of Arizona agency responsible for the administration of state highways, transportation and aeronautics. ADOT administrates and funds various road, transit and airport grants.

Arizona Revised Statutes - Laws governing the State of Arizona, as amended by the state legislature.

Base Budget - Cost of continuing the existing levels of service in the current budget year.

Bonds - A written instrument to pay a sum of money at a specified interest rate, on a specific date or dates in the future, called maturity dates. The interest payments and the repayment of the principal are detailed in a bond resolution or ordinance. Two common types of bonds are general obligation and revenue bonds which are most commonly used for construction of large capital projects such as buildings, streets and sewers.

Budget - A plan of financial operation representing an estimate of Final expenditures and the Final means of financing them for a given period. This official public document reflects decisions, measures service needs, establishes the allocation of resources, and is the pecuniary plan for achieving goals and objectives.

Budget Calendar - The schedule of key dates or events which the city follows in the preparation, adoption, and administration of the budget.

Capital Outlay - Expenditures resulting in the acquisition or addition to the government's general fixed assets. These assets generally have a useful life of more than one year.

Capital Projects Fund - A fund created to account for financial resources to be used for the acquisition or construction of major capital facilities (other than those financed by propriety funds and fiduciary funds).

Classification Plan - Employee positions, which are authorized in the Final budget, to be filled during the year.

Community Development Block Grant (CDBG) - A grant program administrated through the state's Department of Commerce focusing on neighborhood rehabilitation and other community based needs.

Community Oriented Policing Services (COPS) - A federal grant funding new police officer positions focused on community based policing.

Comprehensive Annual Financial Report (CAFR) - The official annual audited financial report of the City.

Consumer Price Index (CPI) - A statistical description of price levels provided by the U.S. Department of Labor. The index is used as a measure of the increase in the cost of living (i.e., economic inflation).

Contingency - A budgetary reserve set aside for emergencies or unforeseen expenditures not otherwise budgeted.

Contractual Services - Professional, technical or maintenance expertise typically purchased from external sources.

Cost-of-living Adjustment (COLA) - An increase in salaries to offset the adverse effect of inflation on compensation.

Cottonwood Area Transit System (CATS) - A local public transportation system which receives its funding through contributions from the Town of Clarkdale, Yavapai County, user fares, and the ADOT transit division.

Debt - An obligation resulting from borrowing money or from the purchase of goods and services. Types of governmental debts includes bonds, loans, time warrants and notes.

Debt Service - The long-term payment of principal and interest on borrowed funds.

Debt Service Fund - A fund organized to account for the accumulation of resources for, and the payment of, general long-term debt principal and interest.

Deficit - The excess of an entity's liabilities over its assets or the excess of expenditures or expenses over revenues during a single accounting period.

Department - The basic organizational unit of government which is functionally unique in its delivery of services.

Department of Commerce - An agency of the state responsible for the administration of grants and other programs relating to the improvements to neighborhoods, business development, and the promotion of tourism.

Designated Reserves - Those portions of fund balance that are not appropriable for expenditure or that are legally segregated for a specific future use.

Drug Awareness Resistance Education (DARE) - A national program designed to provide drug and alcohol education to youth.

Employee Benefit Trust Fund - Accounts for the City's partially self-funded health and accident insurance program for the City's employees and their dependents.

Enterprise Fund - A governmental accounting fund in which the services provided are financed and operated similarly to those of a private business. The governing body's intention is to finance or recover operation costs through user fees.

Expendable Trust Fund - A trust fund whose resources, including both principal and earnings, may be expended.

Expenditure - Decreases in net financial resources in accordance with budgeted appropriations. Expenditures include operating expenses such as the acquisition of assets or goods and services.

FACTS - Database software used by the Municipal Court.

Farmers Home Administration - An agency of the federal government within the Department of Agriculture which provides low interest loans to governmental and/or private agencies or individuals for qualifying capital improvements.

Federal Aviation Administration (FAA) - An agency of the federal government with oversight responsibility for airports in the country.

Fiduciary Funds - Funds used to account for assets held by a government unit in a trustee capacity (i.e., Alternative Pension and Benefits Plan Fund, Employee Benefit Trust Fund).

Fines & Forfeitures - Income received through the assessments of fines and penalties through the municipal court.

Fiscal Year - A time period designated by the City signifying the beginning and ending date for recording financial transactions. The City of Cottonwood has a fiscal year beginning July 1 and ending June 30.

Franchise Fee - A fee paid by a public service business for the special privilege to use city streets, alleys and property in providing their services to the citizens of the community. Services requiring franchise fees include electricity, water, natural gas, and cable television.

Full-time Equivalent Position (FTE) - A part-time position converted to the decimal equivalent of a full-time position based on 2,080 hours per year. For example, a part-time typist working for 20 hours per week would be the equivalent to .5 of a full-time position.

Fund - An accounting entity having a set of self-balancing accounts and that records all financial transactions for specific activities or government functions in attaining certain objectives governed by special regulations, restrictions, or limitations.

Fund Balance - Fund balance is the excess of assets over liabilities of governmental and fiduciary funds.

Greater Arizona Development Authority - Created by the Arizona Legislature to assist local and tribal governments as well as special districts with the development of public infrastructure. Housed in the Arizona Department of Commerce, this \$20 million bond authority leverages funding for infrastructure projects and aims to help accelerate project development and lower costs of financing.

General Fund - The operating fund established to account for resources and uses of general operating functions of City departments that are not required to be accounted for in another fund. Resources are, in the majority, provided by taxes.

General Obligation Bonds - Bonds that finance a variety of public projects and require voter approval. These bonds are backed by the full faith and credit of the city. Limitations for bonding capacity are set by State Statute.

Generally Accepted Accounting Principles (GAAP) - Uniform minimum standards and guidelines for financial accounting and reporting.

Governmental Funds - Funds used to account for the acquisition, use and balances of expendable financial resources and related current liabilities, except those accounted for in propriety funds and fiduciary funds (i.e., General Fund, Special Revenue Fund, Debt Service Fund, Capital Projects Fund).

Governor's Alliance Against Drugs (GAAD) - A division of the state's governor's office funding grants providing alternative activities for youth at risk for drug and alcohol abuse.

Grant - Contributions or gifts of cash or other assets from another government to be used for a specified purpose, activity or facility.

Heritage Fund - A state grant program funded through lottery proceeds (LTAF funds) dedicated to open space and park improvements.

Indirect Cost - A cost necessary for the functioning of the organization as a whole, but which cannot be directly assigned to one

Infrastructure - The physical assets of a government (e.g., streets, water, sewer, public buildings and parks).

Insurance Service Organization (ISO) - A national program designed by the insurance industry to review and evaluate a community's ability to suppress fires.

Intergovernmental Revenue - Funds received from federal, state and other local government sources in the form of grants, shared revenues, and payments in lieu of taxes.

Internal Service Fund - A fund used to account for the financing of goods or services provided by one department to other departments on a cost-reimbursement basis.

Line-item Budget - A budget prepared along departmental lines that focuses on what is to be bought.

Local Transportation Assistance Fund - A state fund established and funded by lottery proceeds to provide grants for local transit systems, parks and other open space needs, and street maintenance and improvements.

Long-term Debt - Debt with a maturity of more than one year after the date of issuance.

Municipal Property Corporation - A component unit of the City established for the purposes of providing funding for capital projects which directly benefit the city.

Objective - Something to be accomplished in specific, well-defined, and measurable terms and that is achievable within a specific time frame.

Obligations - Amounts which a government may be legally required to meet out of its resources. They include not only actual liabilities, but also encumbrances not yet paid.

Operating Budget - Plan of current expenditures and the prepared means to finance them. This budget, associated with providing on-going services to citizens, includes general expenditures such as personal services, contractual services, operating supplies and operating capital items. The budget is the primary measure of controlling financing, acquisition, spending and delivering of services of the entity.

Operating Expenses - The cost for personnel, materials and equipment required for a department to function.

Operating Revenue - Funds that the government receives as income to pay for ongoing operations. It includes such items as taxes, fees from specific services, interest earnings, and grant revenues. Operating revenues are used to pay for day-to-day services.

Pension Plan Fund - A trust fund used to account for the volunteer firefighters retirement fund. This fund uses the accrual basis of accounting and has a capital maintenance measurement focus.

Proprietary Funds - Funds used to account for a government's ongoing activities that are similar to those often found in the private sector (i.e. Water & Wastewater Enterprise Funds).

Public Hearing - A hearing, publically advertised to promote public input into the annual budget process, held each year prior to the adoption of the Final budget.

Reserve - An account used either to set aside budgeted revenues that are not required for expenditure in the current budget year or to earmark revenues for a specific future purpose.

Resolution - A special or temporary order of a legislative body; an order of a legislative body requiring less legal formality than an ordinance or statute.

Resources - Total amounts available for appropriation including estimated revenues, fund transfers, and beginning balances.

Revenue - Sources of income financing the operations of government.

Revenue Bonds - Bonds whose principal and interest are payable exclusively from earnings of an enterprise fund.

Rural Economic Development Initiative (REDI) - A state certification of a community, by the Arizona Department of Commerce, for its readiness for economic development.

Glossary of Terms

Service Level - Specific quantitative and qualitative measures of work performed as an objective of specific departments or programs.

Special Revenue Fund - A fund used to finance distinct activities and created out of receipts of specific revenues.

Unreserved Fund Balance - Undesignated monies available for appropriations.

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Acronyms/Initialisms

AAED - Arizona Association for Economic Development	DVP - Delivery vs. Payment
ACA - Arizona Commerce Authority	DWRF - Drinking Water Revolving Fund
ACAP - AZ Court Automation Project	ED - Economic Development
ACIP - Airport Capital Improvement Plan	EDMS - Electronic Document Management Scanning
ACJC - Arizona Criminal Justice Commission	EEOC - Equal Employment Opportunity Compliance
ACJIS - Arizona Criminal Justice Information System	EMMA - Electronic Municipal Market Access
ADA - American with Disabilities Act	EMS - Emergency Medical Services
ADOT - Arizona Department of Transportation	EMT - Emergency Medical Technician
ADS - Animal Disaster Services	FAA - Federal Aviation Administration
ADWR - Arizona Department of Water Resources	FARE - Fines/fees and Restitution Enforcement
AFG - Assistance to Firefighters Grant	FBO - Fixed Base Operations
AFIS - Automated Fingerprint Identification System	FBI - Federal Bureau of Investigation
AG - Agriculture	FD - Fire Department
AIP - Airport Improvements Project	FEMA - Federal Emergency Management Administration
ALF - American LaFrance	FHWA - Federal Highway Administration
ALP - Airport Layout Plan	FLSA - Fair Labor Standards Act
AMRRP - Arizona Municipal Risk Retention Pool	FmHA - Farmers Home Administration
AOC - Administrative Office of the Court	FSA - Flexible Spending Account
APCO - Association of Public Safety Communications Officials	FTE - Full Time Equivalent
ANS - American National Standards (APCO)	FY - Fiscal Year
APS - Arizona Public Service	GO Bond - General Obligation Bond
ARS - Arizona Revised Statutes	GAAD - Governor's Alliance Against Drugs
A/V - Audio Visual	GAAP - Generally Accepted Accounting Principles
AVL - Automatic Vehicle Locator	GADA - Greater Arizona Development Authority
AWOS - Automatic Weather Observation Station	GASB - Government Accounting Standards Board
AZ - Arizona	GFOA - Government Finance Officers Association
AZPac - Arizona Public Access Computers	GIMP - GNU Image Manipulation Program (Image Editing)
BAC - Business Assistance Center	GM - General Manager
BOD - Biological Oxygen Demand	GOHS - Governor's Office of Highway Safety
BTOP - Broadband Technology Opportunities Program	HDHP - High Deductible Health Plan
CAD - Computer Aided Dispatch	HELP - Highway Expansion and Extension Loan Program
CAFR - Comprehensive Annual Financial Report	HIPAA - Health Insurance Portability & Accountability Act
CAFS - Compressed Air Foam System	HR - Human Resources
CALEA - Commission on Accreditation for Law Enforcement Agencies	HSA - Health Savings Account
CAT - Cottonwood Area Transit	HURF - Highway User Revenue Fund
CCR - Cardio Cerebral Resuscitation	HVAC - Heating, Ventilation and Air Conditioning
CDBG - Community Development Block Grant	ICC - International Code Council
CEDC - Cottonwood Economic Development Council	ID - Identification
CENS - Community Emergency Notification System	IFR - Instrument Flying Rules
CFD - Cottonwood Fire Department	IGA - Intergovernmental Agreement
CJEF - Criminal Justice Enhancement Fund	ILMS - Institute of Museum and Library Services
CPI - Consumer Price Index	ISO - Insurance Service Organization
CPR - Cardiac Pulmonary Resuscitation	ISTEA - Intermodal Surface Transportation Efficiency Act
COC - Chamber of Commerce	JPA - Joint Powers Agreement
COJET - Committee on Judicial Education and Training	JCEF - Judicial Collection Enhancement Fund
COLA - Cost of Living Adjustment	LDH - Large Diameter Hose
COP - Citizens on Patrol	LLBG - Local Law Enforcement Block Grant
COPS - Community Oriented Policing Services	LSTA - Library Services and Technology Act
CWRF - Clean Water Revolving Fund	LTAF - Local Transportation Assistance Fund
DARE - Drug Awareness Resistance Education	M&O - Maintenance & Operations
DEA - Drug Enforcement Agency	MATForce - Methamphetamine Task Force
DNS - Domain Name Services	MDC - Mobil Data Communication
DPS - Department of Public Safety	MPC - Municipal Property Corporation
	MRAP - Mine Resistant Ambush Protected Vehicle
	MUHS - Mingus Union High School
	MV - Motor Vehicle

NACOG - Northern Arizona Council of Governments
NAIPTA - Northern Arizona Inter-Governmental Public Transit Authority
NAMWUA - Northern Arizona Municipal Water Users Association
NAU - Northern Arizona University
NCIC - National Crime Information Center
NCMEC - National Center for Missing and Exploited Children
NFPA - National Fire Protection Association
NIMS - National Incident Management System
NRCD - Natural Resource Conservation District
NRMSIR - Nationally Recognized Municipal Securities Information Repository
OFA - Object Free Area
OSC - Orders to Show Cause
OSHA - Occupational Safety and Health Administration
OTA - Old Town Association
PANT - Prescott Area Narcotics Taskforce
PAPI - Precision Approach Path Indicator
PARD - Parks and Recreation Department
PC - Personal Computer
PD - Police Department
PPV - Positive Pressure Ventilation
PHSG - Peacock, Hislop, Staley & Givens, Inc.
PS - Public Safety
PSA - Public Securities Association
P & Z - Planning and Zoning
REDI - Rural Economic Development Initiative
RFP - Request for Proposal
RFQ - Request for Qualifications
RICO Act- Racketeer Influenced and Corrupt Organizations Act
RMS - Records Management System
SAFER - Staffing for Adequate Fire Emergency Response
SARMC - Safety Awareness and Risk Management Committee
SCBA - Self Contained Breathing Apparatus
SciTech - Science and Technical features.
SHPO - State Historical Preservation Office
SLIM - Specialty and Light Manufacturing Association of Yavapai County
SR - State Route
SRO - School Resource Officer
SSRT - Super Secret Response Team
STEAM - Science, Technology, Engineering, Arts, Math
SVCS - Services
SWAT - Strategic Weapons Attack Team
TES - Tavasci Elementary School
TIA - Traffic Impact Analysis
TIP- Trauma Intervention Program
TLC - Teen Library Council
TPT - Transaction Privilege Tax
TSS - Total Suspended Solids
US - United States
USDA - United States Department of Agriculture
USEPA - United States Environmental Protection Agency
VCTC - Verde Consolidated Therapeutic Court
VOMP - Victim Offender Mediation Program
VPN - Virtual Private Network
VV - Verde Valley
VVAC - Verde Valley Arts Council
VVAC - Verde Valley Ambulance Company
VVEBP- Verde Valley Employee Benefits Pool
VVREDC - Verde Valley Regional Economic Development Committee
VVREO - Verde Valley Regional Economic Organization
VVWC - Verde Valley Wine Consortium
WC - Workers' Compensation
WIFA - Water Infrastructure Finance Authority
WMA - Wastewater Management Authority
WSUS - Windows Server Update Services

