

OFFICIAL BUDGET FORMS
CITY OF COTTONWOOD - TENTATIVE
Fiscal Year 2021



CITY OF COTTONWOOD - TENTATIVE

TABLE OF CONTENTS

Fiscal Year 2021

[Resolution for the Adoption of the Budget](#)

[Schedule A—Summary Schedule of Estimated Revenues and Expenditures/Expenses](#)

[Schedule C—Revenues Other Than Property Taxes](#)

[Schedule D—Other Financing Sources/\(Uses\) and Interfund Transfers](#)

[Schedule E—Expenditures/Expenses by Fund](#)

[Schedule G—Full-Time Employees and Personnel Compensation](#)

CITY OF COTTONWOOD - TENTATIVE

Resolution for the Adoption of the Budget

Fiscal Year 2021

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

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

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

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

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

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

APPROVED:

Mayor

ATTEST:

Clerk

CITY OF COTTONWOOD - TENTATIVE
Summary Schedule of Estimated Revenues and Expenditures/Expenses
Fiscal Year 2021

Fiscal Year	S c h	FUNDS								
		General Fund	Special Revenue Fund	Debt Service Fund	Capital Projects Fund	Fudiciary Fund	Enterprise Funds Available	Internal Service Funds	Total All Funds	
2020	Adopted/Adjusted Budgeted Expenditures/Expenses*	E 1	27,750,605	11,747,415	1,796,525	175,965	319,540	34,226,850	0	76,016,900
2020	Actual Expenditures/Expenses**	E 2	20,959,540	6,233,070	1,642,815	147,060	11,800	13,913,030	0	42,907,315
2021	Fund Balance/Net Position at July 1***	3	5,502,715	2,856,380	366,240	813,665	277,425	22,180,735		31,997,160
2021	Primary Property Tax Levy	B 4	0							0
2021	Secondary Property Tax Levy	B 5								0
2021	Estimated Revenues Other than Property Taxes	C 6	21,763,870	9,682,235	1,644,810	387,675	20,700	12,193,345	0	45,692,635
2021	Other Financing Sources	D 7	0	0	0	0	0	0	0	0
2021	Other Financing (Uses)	D 8	0	0	0	0	0	0	0	0
2021	Interfund Transfers In	D 9	0	1,779,055	0	0	0	0	0	1,779,055
2021	Interfund Transfers (Out)	D 10	1,765,420	13,635	0	0	0	0	0	1,779,055
2021	Reduction for Amounts Not Available:	11								
LESS:	Amounts for Future Debt Retirement:									0
	Future Capital Projects		1,000,000	971,965		1,053,340		16,014,325		19,039,630
	Maintained Fund Balance for Financial Stability		374,120		366,240		286,325			1,026,685
	Amounts for Operating Reserve Policies		3,563,530							3,563,530
										0
2021	Total Financial Resources Available	12	20,563,515	13,332,070	1,644,810	148,000	11,800	18,359,755	0	54,059,950
2021	Budgeted Expenditures/Expenses	E 13	27,266,585	14,317,670	2,011,050	1,201,340	298,125	34,374,080	0	79,468,850

EXPENDITURE LIMITATION COMPARISON

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

	2020	2021
1	\$ 76,016,900	\$ 79,468,850
2		
3	76,016,900	79,468,850
4		
5	\$ 76,016,900	\$ 79,468,850
6	\$	\$

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

* Includes Expenditure/Expense Adjustments Approved in the current year from Schedule E.

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

*** Amounts on this line represent 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 - TENTATIVE
Revenues Other Than Property Taxes
Fiscal Year 2021

SOURCE OF REVENUES	ESTIMATED REVENUES 2020	ACTUAL REVENUES* 2020	ESTIMATED REVENUES 2021
GENERAL FUND			
Local taxes			
City Sales Tax	\$ 14,158,730	\$ 13,602,320	12,906,350
Bed Tax	316,960	276,500	235,025
Utility Tax	322,420	322,420	290,180
Franchises	425,000	397,050	397,000
Licenses and permits			
Business Licenses	88,000	88,400	85,000
Construction Permits	343,435	231,195	280,000
Planning & Zoning Fees	259,610	103,400	121,180
Intergovernmental			
Federal Revenue	127,485	123,230	258,920
State Revenue	2,854,810	2,745,560	2,923,780
County (including Motor Vehicle Tax)	885,865	889,800	824,360
Other Entities			
Charges for services			
Dispatch & Spillman Services	875,525	875,525	919,300
Recreation Fees	1,130,125	830,410	787,500
Animal Control Fees	3,300	2,150	3,000
Other Services			
Fines and forfeits			
Municipal Court	244,080	238,910	240,040
Interest on investments			
Interest Income	30,000	46,680	25,000
In-lieu property taxes			
Contributions			
Voluntary contributions	4,000	4,500	4,000
Miscellaneous			
Miscellaneous Income	369,525	363,455	194,335
Lease Proceeds			
Rentals	15,600	9,600	9,600
Other Financing Sources	1,213,150	1,153,360	1,259,300
Total General Fund	\$ 23,667,620	\$ 22,304,465	\$ 21,763,870

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

**CITY OF COTTONWOOD - TENTATIVE
Revenues Other Than Property Taxes
Fiscal Year 2021**

SOURCE OF REVENUES	ESTIMATED REVENUES 2020	ACTUAL REVENUES* 2020	ESTIMATED REVENUES 2021
SPECIAL REVENUE FUNDS			
HIGHWAY USER REVENUE FUNDS			
Fuel Tax	\$ 1,187,110	\$ 11,393,690	1,037,110
Additional Sales Tax	1,317,520	1,295,280	1,245,815
Federal Grants			390,750
State Grants			
Other Income	10,000	22,920	18,000
Total Street Maintenance & Construction	\$ 2,514,630	\$ 12,711,890	\$ 2,691,675
COTTONWOOD AREA TRANSIT SYSTEM			
Intergovernmental			
State Grant	\$ 1,295,425	1,697,215	2,596,930
City Sales Tax	378,970	133,525	166,495
Other Entities	499,980	397,010	496,635
Charges for services			
Fare Box	\$ 210,000	168,425	223,850
Miscellaneous			
Other Income	\$ 28,850		
Total Cottonwood Area Transit System	\$ 2,413,225	\$ 2,396,175	\$ 3,483,910
LIBRARY FUND			
Intergovernmental			
County Library	\$ 158,600	168,210	168,210
Charges for services			
Collection Income	\$ 21,000	11,500	18,000
Interest on investment			
Interest Income	\$ 40	150	60
Miscellaneous			
Other Income (including grants)	\$ 35,000	\$ 4,000	17,500
Total Library Fund	\$ 214,640	\$ 183,860	\$ 203,770
CEMETERY			
Charges for services			
Sale of Grave Liners	\$ 300	200	200
Uses of monies & properties			
Other Income	200	600	100,400
Total Cemetery	\$ 500	\$ 800	\$ 100,600
AIRPORT			
Intergovernmental			
Federal Grants	400,665	122,930	277,735
Charges for services			
Fuel Sales & Oil Sales	\$		
Uses of monies & properties			
Rental & Leases	\$ 100,600	96,145	97,745
Other Income	19,670	6,035	85,550
Total Airport Authority	\$ 520,935	\$ 225,110	\$ 461,030
OTHER GRANTS			
Intergovernmental Revenues	\$ 2,087,350	\$ 120,000	2,474,350
Total Other Grants Fund	\$ 2,087,350	\$ 120,000	\$ 2,474,350
COMMUNITY DEVELOPMENT BLOCK GRANTS			
Intergovernmental			
Federal Grants	\$ 330,000	63,100	266,900
Other Entities	-		
Total Community Development Block Grants	\$ 330,000	63,100	266,900
Total Special Revenue Funds	\$ 7,751,280	\$ 2,048,525	\$ 9,682,235

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

**CITY OF COTTONWOOD - TENTATIVE
Revenues Other Than Property Taxes
Fiscal Year 2021**

SOURCE OF REVENUES	ESTIMATED REVENUES 2020	ACTUAL REVENUES* 2020	ESTIMATED REVENUES 2021
Fiduciary Funds			
EXPENDABLE TRUST FUNDS			
Health & Benefits Trust Fund	\$ 400	865	700
Alternative Pension Fund	40,000	20,000	20,000
Total Expendable Trust Funds	\$ 40,400	\$ 20,865	\$ 20,700
DEBT SERVICE FUNDS			
Local Taxes			
City Sales Tax	\$ 1,640,115	\$ 1,642,065	1,644,160
Charges for services			
Water User Fees - Debt Service	\$	\$	
Interest			
Interest Income	\$ 650	\$ 750	650
Total Debt Service Funds	\$ 1,640,765	\$ 1,642,815	\$ 1,644,810
CAPITAL PROJECTS FUNDS			
Intergovernmental			
Federal Grants	\$ -	\$ -	-
State Grants	-	-	-
County Revenue	143,000	143,000	143,000
City Sales Tax		250,285	241,525
Miscellaneous			
Other Income	\$ -	\$ -	\$
Interest Income	1,000	9,450	3,150
Total Capital Projects Funds	\$ 144,000	\$ 402,735	\$ 387,675
ENTERPRISE FUNDS			
WASTEWATER			
City Sales Tax	\$ -	\$ -	-
User Fees	2,580,605	3,199,790	3,355,530
Interest Income	8,000	26,125	26,000
Other Financing Sources			
Other Income	311,040	116,945	84,500
Total Wastewater Enterprise	\$ 2,899,645	\$ 3,342,860	\$ 3,466,030
WATER			
City Sales Tax	\$ -	\$ -	-
User Fees	7,404,100	7,501,635	7,907,550
Interest Income	149,480	189,575	195,550
Clarkdake Reimbursements			
Other Income	640,765	620,165	624,215
Total Water Enterprise	\$ 8,194,345	\$ 8,311,375	\$ 8,727,315
Total Enterprise Funds	\$ 11,093,990	\$ 11,654,235	\$ 12,193,345
TOTAL ALL FUNDS	\$ 44,338,055	\$ 38,073,640	\$ 45,692,635

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

CITY OF COTTONWOOD - TENTATIVE
Other Financing Sources/(Uses) and Interfund Transfers
Fiscal Year 2021

FUND	OTHER FINANCING 2021		INTERFUND TRANSFERS 2021	
	SOURCES	(USES)	IN	(OUT)
GENERAL FUND				
Operating Transfer Out - HURF	\$	\$	\$	\$ 241,525
Operating Transfer Out - Transit				
Operating Transfer Out - Library				859,860
Operating Transfer Out - Cemetery				108,250
Operating Transfers Out - Airport				42,830
Operating Transfer Out - Grants				512,955
	\$	\$	\$	\$ 1,765,420
SPECIAL REVENUE FUNDS				
Transfer Out Airport - Airport Improvements	\$	\$	\$	\$ 13,635
Transfer in Airport Improvements - Airport Fund			13,635	
Transfer in to Grant fund - CIP Fund				
Operating Transfer In for Library - General Fund			859,860	
Operating Transfer in for Cemetery - General Fund			108,250	
Operating Transfer in for HURF - General Fund			241,525	
Operating Transfer in for Grant-General Fund			512,955	
Operating Transfer in for Airport			42,830	
Total Special Revenue Funds	\$	\$	\$ 1,779,055	\$ 13,635
DEBT SERVICE FUNDS				
	\$	\$	\$	\$
Total Debt Service Funds	\$	\$	\$	\$
CAPITAL PROJECTS FUNDS				
Operating Transfers Out - Grant Funds	\$	\$	\$	\$
Total Capital Projects Funds	\$	\$	\$	\$
PERMANENT FUNDS				
	\$	\$	\$	\$
Total Permanent Funds	\$	\$	\$	\$
ENTERPRISE FUNDS				
Indirect Costing - Water			\$	\$
Indirect Costing - Wastewater				
Total Enterprise Funds	\$	\$	\$	\$
INTERNAL SERVICE FUNDS				
	\$	\$	\$	\$
Total Internal Service Funds	\$	\$	\$	\$
TOTAL ALL FUNDS	\$	\$	\$ 1,779,055	\$ 1,779,055

**CITY OF COTTONWOOD - TENTATIVE
Expenditures/Expenses by Fund
Fiscal Year 2021**

FUND/DEPARTMENT	ADOPTED BUDGETED EXPENDITURES/ EXPENSES 2020	EXPENDITURE/ EXPENSE ADJUSTMENTS APPROVED 2020	ACTUAL EXPENDITURES/ EXPENSES* 2020	BUDGETED EXPENDITURES/ EXPENSES 2021
GENERAL FUND				
Administration	\$ 734,625	\$	\$ 686,590	\$ 657,140
Personnel	254,745		244,340	283,765
City Council	5,374,645		271,040	5,218,385
Natural Resource Project	188,455		12,475	
City Clerk	248,285		245,820	261,780
Finance	451,975		439,630	489,685
IT Services	993,500		959,010	1,134,250
Purchasing	114,360		114,545	113,360
Community Development	752,095		646,235	642,865
Economic Development	303,955		321,295	390,210
Municipal Court	541,865		540,430	568,245
Legal	412,155		376,725	404,460
Non-Departmental	893,160		693,460	477,965
Engineering	497,835		447,050	362,850
Building Maintenance	443,080		434,180	535,040
Custodial				
Public Works	303,135		266,450	234,620
Police	5,614,295		5,585,020	6,065,570
Ordinance Enforcement	223,455		212,000	225,080
Communications	1,768,480		1,687,155	1,845,200
Fire	3,468,075		3,263,865	3,518,670
Parks & Recreation	910,630		806,855	612,475
Recreation Center	1,336,265		1,221,940	1,191,580
Transfer Station	1,000		1,465	1,500
Pool	124,550		119,520	127,020
Youth Center	138,165		117,875	139,450
Operating Transfers	1,657,820		1,244,570	1,765,420
Total General Fund	\$ 27,750,605	\$	\$ 20,959,540	\$ 27,266,585
SPECIAL REVENUE FUNDS				
Highway User Revenue Fund-HU	\$ 4,635,445	\$	\$ 2,241,435	\$ 5,778,415
Cottonwood Area Transit-CAT / LYN	2,413,225		2,396,595	3,483,910
Library	1,098,105		1,035,165	1,063,630
Cemetery	122,730		122,900	208,850
Airport Fund	100,600		102,095	212,490
Grants	3,047,310		271,665	3,303,475
Community Development Block Grant	330,000		63,215	266,900
Total Special Revenue Funds	\$ 11,747,415	\$	\$ 6,233,070	\$ 14,317,670
DEBT SERVICE FUNDS				
Debt Service	\$ 1,796,525	\$	\$ 1,642,815	\$ 2,011,050
Total Debt Service Funds	\$ 1,796,525	\$	\$ 1,642,815	\$ 2,011,050
CAPITAL PROJECTS FUNDS				
Capital Projects Fund	\$ 175,965	\$	\$ 147,000	\$ 1,201,340
Total Capital Projects Funds	\$ 175,965	\$	\$ 147,060	\$ 1,201,340
FIDUCIARY FUNDS				
Volunteer Firefighter Fund	\$ 256,520	\$	\$ 9,800	\$ 234,090
Health Fund	63,020		2,000	64,035
Total Permanent Funds	\$ 319,540	\$	\$ 11,800	\$ 298,125
ENTERPRISE FUNDS				
Wastewater Treatment	\$ 6,385,790	\$	\$ 2,958,095	\$ 7,344,940
Water System Operations	27,841,060		10,954,935	27,029,140
Total Enterprise Funds	\$ 34,226,850	\$	\$ 13,913,030	\$ 34,374,080
TOTAL ALL FUNDS	\$ 76,016,900	\$	\$ 42,907,315	\$ 79,468,850

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

**CITY OF COTTONWOOD - TENTATIVE
Full-Time Employees and Personnel Compensation
Fiscal Year 2021**

FUND	Full-Time Equivalent (FTE)	Employee Salaries and Hourly Costs	Retirement Costs	Healthcare Costs	Other Benefit Costs	Total Estimated Personnel Compensation
	2021	2021	2021	2021	2021	2021
GENERAL FUND	144	\$ 10,432,056	\$ 2,795,535	\$ 2,048,890	\$ 599,474	\$ 15,875,955
SPECIAL REVENUE FUNDS						
Highway User Revenue fund -HURF	5	\$ 225,691	27,420	67,640	34,010	\$ 354,761
Cottonwood Area Transit - CAT/Lunx	19	964,202	113,160	238,370	98,761	1,414,493
Library	8	411,997	43,510	105,210	48,263	608,980
Total Special Revenue Funds	32	\$ 1,601,890	\$ 184,090	\$ 411,220	\$ 181,035	\$ 2,378,235
DEBT SERVICE FUNDS						
		\$	\$	\$	\$	\$
Total Debt Service Funds		\$	\$	\$	\$	\$
CAPITAL PROJECTS FUNDS						
		\$	\$	\$	\$	\$
Total Capital Projects Funds		\$	\$	\$	\$	\$
PERMANENT FUNDS						
		\$	\$	\$	\$	\$
Total Permanent Funds		\$	\$	\$	\$	\$
ENTERPRISE FUNDS						
Wastewater Treatment	11	\$ 609,720	74,510	127,390	59,870	\$ 871,490
Water System Operations	24	1,295,440	158,300	272,400	162,040	1,888,180
Total Enterprise Funds	35	\$ 1,905,160	\$ 232,810	\$ 399,790	\$ 221,910	\$ 2,759,670
INTERNAL SERVICE FUND						
		\$	\$	\$	\$	\$
Total Internal Service Fund		\$	\$	\$	\$	\$
TOTAL ALL FUNDS	211	\$ 13,939,106	\$ 3,212,435	\$ 2,859,900	\$ 1,002,419	\$ 21,013,860