July 2, 2009

The Honorable Mayor and City Council

RE: Transmittal - Fiscal Year 2010 Budget

It is my pleasure to present to you the Fiscal Year 2010 Tentative Budget for your review. Since the Proposed Budget there have been some major changes to the budget document and the organization as a whole. There have been several budget work sessions with Council and department heads to review, in detail, their staffing, programs, and project planned expenditures. This year's total tentative expenditures budget is $132,562,405**.** This is an overall increase of $55,215,690 over the previous fiscal year revised of $77,346,715 and an increase of $38,277,080 over the proposed budget. This difference is largely attributed to the reallocation of resources for continuing projects, new bond issues and refunding bond issues as well as the many new projects being proposed for the new fiscal year.

The largest single increase is in the General Fund which includes a number of reserve funds. The next largest increase is in the Water Fund with an anticipated increase of $34M; which includes numerous capital projects and a refunding bond to pay off the 2006 and 2004 Water Bonds. This year's budget also includes several rollover projects that have not yet started or will not be completed prior to the close of the current fiscal year and therefore are budgeted in FY 2010. A general discussion about the funds follows; however, in-depth information is in the Key Issues section of this document.

The General Fund's operational budget is $22,593,810. This is a $10,570,250 increase over the previous fiscal year revision of $12,023,560. This net increase includes $4,734,615 in reserves, $1,192,120 in new personnel, $63,280 in reclassifications including their related benefits an $319,090 increase from departmental transfers due to the planned re-organization. The additional staffing and reclassifications for this year are broken out by department on page___. The remainder of the increase is due to $230,100 lease purchase for Public Safety Vehicles, $2,484,520 in capital grants and lastly increases in regular maintenance and operations.

Due to the falling economy there is no Cost of Living Adjustment (COLA) budgeted for FY 2010, however the merit program is fully funded. Public Safety Personnel Retirement contributions decreased from 22.07% to 20.07% for the Police Department and 14.83% to 13.37% for the Fire Department. The contributions to the Arizona State Retirement System rates came down from 9.45% to 9.4%. As for capital, a complete listing of the programmed capital outlay and projects is on page___.

The total budget for the Special Revenue Funds is $10,269,410. This fund's expenditures increased by $3,918,525 over last year's expenditures of $6,350,885. This increase is primarily due to new projects being programmed to begin in FY 2010. Some of the projects currently being planned are the designed reconstruction of West Mingus Street, the design of the 12th Street from Mingus Ave. to Birch Street with the aid of CDBG, and 12th street from Fir to State Route 89A reconstruction. Funding for these projects will be from Reserves and a $3.75M bond. Cottonwood Area Transit (C.A.T.) has $1,027,905 programmed for maintenance and operations of the transit system, as well as equipment and infrastructure.

The CDBG program does not have any programming planned for FY 2009 but will be an important part of the previously mentioned 12th Street reconstruction. The Highway User Revenue Fund (HURF) reflects a decrease in its contingency account as the City begins some major construction projects. There is also $500,000 in the Other Grants budget used to cover any sizable and unforeseen grant opportunities. Lastly, approximately $810,845 in transfers into the Special Revenue Funds will be utilized for operational purposes as the City strives to complete these projects.

The Debt Service Fund is budgeted for $3,124,185. Last year's revised budget was $3,367,570. The expenditures for the Greater Arizona Development Authority (GADA) loan for the Recreation Center Debt Services were transferred back into the Debt Service Fund in FY 2009. The Library Debt Service is remaining which will continue through July 1, 2013 in this fund. The other two Greater Arizona Development Authority (GADA) loans are budgeted in the General Fund along with their respective funding.

The City budgeted $30,084,740 in the Capital Projects Fund this year to fund several major projects. Some of the projects included in the budget are the completion of the Recreation Center $15.5M, airport pavement preservation at $500,000 and architectural for a new communications center & evidence buildings for $429,260. The Capital Projects Fund reserves also increased last year due to the transfer of funds designated for Capital Improvements from the Debt Service Fund.

The Enterprise Fund budgets, which consists of water and wastewater, have increased from last fiscal year's $21,247,960 to $66,115,490 for fiscal year 2010. The $44,867,530 increase is Hwy 260 construction projects, two new employees at $80,470, reclassification of two employees and waste water treatment facility projects. A large portion of the increase in revenues is due to the $8M transfer of reserves from the Capital Projects Fund to the Sewer for future projects. As for the Water Utility, there are some major projects relating to arsenic mitigation along with substantial reserves of over $10M and two refunding bonds totally $29.1M to pay off the 2006 & 2004 Water MPC Bonds. The arsenic project has become so large, that the City brought on a Construction Manager at Risk to ensure that the water system is prepared properly to handle the arsenic equipment as well as additional staffing to help defer the cost of the Arsenic Mitigation.

The Internal Service Fund and Fiduciary Fund aggregate total is up by $2,670. There is a decrease in the Internal Service Fund due to dropping interest rates and the City's short term disability being used more often by the City's Employee Benefits Trust. The Fiduciary Fund ended 2008-09 with a negative balance in interest due to the declining economy. The City's Volunteer Firefighters Pension is anticipated to increase in value by 16% to $147,650.

Material changes are expected in the fund balances of several funds as anticipated projects get underway. General Fund use of fund balance is anticipated at $240,740, after it makes $1,240,105 in

transfers to various other funds. The HURF fiscal position remains stable despite many large projects initiating construction. The Capital Project Fund will use a large portion of its reserves to complete the Recreation Center and begin design work on a new Evidence Building and new Communications Center.

General Commentary

The preparation of the budget continues to pose an extraordinary challenge to all department heads this year. This year like recent years was especially difficult with a large decline in the trend of our largest revenue source, local sales tax. Prior cost containment measures are providing value back to the City of Cottonwood, with a drop in the rates for Public Safety Personnel Retirement, Arizona State Retirement and Workmen's Compensation. Those same measures play an integral part in surviving the downturn in our local economy. There are, however, issues that are out of our control such as rising health insurance rates, utility costs, and common expenditures in general. Some external forces are also placing demands on our staffing and capital equipment requirements. These issues along with the City's dedication to the citizens' insistence for quality services are one of its highest priorities causing an increased challenge to balancing this budget.

Long range financial planning has taken the forefront in this year's budget development. Revenue and expenditure projections were prepared for a five-year period. Traditionally each department submits a five-year "*base budget*" spending plan. The "*base budget*" is defined as "*the essential expenses to operate a department at its current level of service*." This plan included projections of the base budget for each department allowing for inflationary price increases for the next five years. In addition to the projected increases in commodities and utilities, base salaries and associated benefits were projected to increase at an annual rate of approximately 5 percent for the period.

Revenue projections were based on several different factors, including a detailed analysis of the past five years and economic factors provided by the State. Special attention was given to our local city sales tax since it is our single largest revenue source. The City has experienced an average annual growth of 6% for the past five years, estimated through the period ending June 30, 2009. Fiscal year 2009, however, reflects a trend decline in the 2.2% sales tax of over 10% which lowered the overall average. For fiscal year 2010, a conservative approach is being maintained in estimating city sales tax for the year. We are currently projecting a 12.23% increase in local sales tax, due to the additional .8% increase that went into effect on November 1, 2008. The overall trend of comparable sales tax percentage (2.2%) is estimated to decline by 6%.

KEY ISSUES - FISCAL YEAR 2010

GENERAL FUND

Growth and the economy continue to be the major issues facing the City in the development of the budget. Most of the major issues addressed in this budget are a result of population growth and the slowing economy we continue to experience within the City and the surrounding area. Below are listed some of the major issues intended to be addressed within this budget.

- **Slowing Economy** – After three consecutive strong fiscal years 2004 to 2006, FY 2007 brought with it the worst economic slide seen in over 16 years. This downturn in the economy is expected to continue well into FY 2010. The most critical component of this fiscal decline has been the local sales tax which has seen double digit decreases. Early on in the budget season, this was proving to be quite a fiscal dilemma. The Cost of Living Adjustment and Compensation Study

budgeted for FY 2009 was sidelined until the economy improves. The local economy is still the single largest challenge the City of Cottonwood is facing.

- **Taxes** – The City of Cottonwood has prided itself on managing its affairs on local Transaction Privilege Tax, commonly called Sales Tax. Though successful for many years, it has displayed the fallacy that Cottonwood can continue to provide quality services on a major source of revenue that is at the mercy of the economy. The City Council passed a .08% sales tax increase that actually went into effect in November 2008 and increased Cottonwood's tax rate to 3%. This increase along with cost cutting measures is helping Cottonwood stay fiscally sound. The Council's plan is to keep the .8% until such time as the City passes a property tax.

- **State Shared Revenues** – These revenue sources are always of concern to municipalities. The budget reflects a decrease in State Shared Income Tax of $221,262 from last year's $1,623,360 which is a 13.6% drop. State Shared Sales Tax was budgeted at a 3% decrease over FY 2008, then a 13.4% decrease for FY 2009 and another 3% decrease for FY 2010. State Sales Tax is anticipated to generate $ 834,925 in 2010. The State of Arizona's budget isn't looking any more sound than FY 2009 and we may see an even larger drop in these revenue streams in the future.

- **General Staffing & Compensation –** With the slowing growth of our community, the need for services has not diminished. Most departments continue to provide the necessary basic coverage wherever they are needed. Budgetary constraints have caused a delay in a compensation study and have not allowed for any Cost of Living Adjustment for FY 2010. Cottonwood, however, is doing everything it can to keep its valuable employees.

- **Reorganization -** Due to the growth and need to be more responsive, management proposed a reorganization that is anticipated to provide efficiencies in both staffing and shared equipment. The reorganization does not involve any job loss just a transfer of responsibilities and a comingling of similar job duties and training. The reorganization was discussed and approved tentatively by Council. The changes that will be implemented due to the reorganization have affected almost every Fund, with these changes, the indirect cost budgets from the different funds have increased to ensure proper costing to the various departments. The major change with the reorganization was the creation of three General Managers who will work directly with the City Manager.

- **Public Safety Compensation**
  - The Police Department continues to experience some salary compression among the different levels in the departmental hierarchy. Some Patrol Officers are earning as much as Sergeants, and Sergeants are earning as much as Commanders. The City will prepare for a compensation study to deal with these matters as soon as the economy improves.

  - The Fire Department implemented their 24/48 work schedule at the start of FY 2009. This work schedule is currently a standard method of work among fire departments. This new work schedule, however, does not resolve the same issues facing the Police Department. The Fire Department will be hiring 12 new Fire Fighters funded by a Staffing for Adequate Fire Emergency Response (S.A.F.E.R.) Grant. Along with the new fire fighters there will be three new engineer positions and three new lieutenant positions which will get the Fire Department ready for staffing future fire stations.

- **Recreation Center** - The Multigenerational Recreation Center is estimated to be finished by February 2010 and opening in May 2010. The staffing needs are a large part of the budgeted

amount for the new center. In case the memberships do not bring in enough revenues to cover expenses, a reserve amount is budgeted to supplement the revenue stream. The largest concerns stem around the costs of the project and the future maintenance and operational costs of the facility. All of this being done during a slowing economy.

- **Capital Infrastructure Planning** – The City has been struggling with capital planning due to the slowing economy. Some projects will be postponed until the markets get better. Other projects will, however, move forward funded through planned resources, or other financing sources.

- **Financial Operations Guide Issues** – The City of Cottonwood has been making some changes to its Financial Operations Guide to correct some conflicts with Internal Revenue Service Code and to improve the fiscal controls within the policies. Issues around wireless communication devices and tracking personal use was resolved in FY 2009, by providing a stipend to all employees that needed or carried a cellular phone for city use rather than the City providing the service to employees. The question of high travel per diem being paid to employees was eliminated by following a lower set schedule. Lastly, the City is tightening the limits on the maximum amount of tuition reimbursement allowed per employee for education. The Finance Department handled these items with minimal impact to the employees.

- **Water Issues** – The growth of Cottonwood and its neighboring communities continue the need for the City to maintain an active role in the water issues that are affecting the local area, as well as the Verde Valley region. Issues of water quality, availability, management, water rights, water system development, conservation, and fire protection are all critical issues that we need to become more involved with. As a note, the City received its 100 year water adequacy designation from the Arizona Department of Water Resources (ADWR), the first in the Verde Valley. The City recently acquired the Spring Creek Water System and has plans to acquire other regional privately owned water companies.

- **Wastewater Issues –** The City of Cottonwood wastewater treatment facility is gradually getting to its capacity. It is expected that with the current growth patterns the City will need to establish some satellite wastewater treatment facilities. The Proposed Riverfront Park Reclamation Facility is expected to be the first satellite plant in Cottonwood. These small package plants will be strategically placed to not only treat, but produce quality reclaimed water for use by city parks, other community areas, dust control, and many other possible uses.

City Staffing

This budget continues the employee merit program but does not contain a Cost of Living Adjustment COLA. This year also saw 25 requests for staffing, with 24 being allowed. There were also 16 reclassifications requests, of which 1 was immediately handled and the 8 are planned for this budget year.

Additional Positions

FTE Description	Timing	Budgeted
Engineer (3)	August 2009	225,000
Interim- Lieutenant- +10% - (3)	August 2009	246,900
Fire Fighter (6)	August 2009	408,000
Recreation Center Manager	January 2010	34,940
Aquatics Center Supervisor	February 2010	22,750
Recreation Center Program Supervisor	February 2010	22,750
Fitness Center Supervisor	March 2010	10,365
Facility Maintenance Supervisor	April 2010	10,400
Facility Maintenance Worker	April 2010	8,615
Front Desk Supervisor - (2)	April 2010	17,230
Head Life Guard – (2)	May 2010	11,485
Temporary Staffing	May 2010	58,500
Utility Engineer	November 2009	70,975
Arsenic Specialist	October 2009	44,210
		$1,192,120

Reclassifications

FTE Description	Old Range	New Range	Budgeted Amount
Library Clerk (pay equity issue)	17	17	3,174
Transportation to Transportation Manager	40	42	6,460
Animal Control to Ordinance Enforcement	23	26	4,669
Eliminate the Rec Supervisor w/Recreation Coordinator	32	26	(7,380)
Water Operations & Maintenance Manager to Operations Manager	41	43	5,120
Utility Project Manager to Utility Administrative Manager	40	47	4,750
Finance Director to Administrative Services General Manager	54	72	10,870
Parks & Recreation Director to Community Services General Manager	54	72	10,080
Utilities Director to Developmental Services General Manager	54	72	32,460
			$63,280

Contributions to Dependent Health Insurance Coverage

Around the nation, rising medical and prescription costs continue to force the cost on health insurance to record levels. This year the Verde Valley Employee Benefits Pool (VVEBP), the City's health insurance provider, has decided to make adjustments to the plan to contain our rate increases to 12%. This is the first time in two years that VVEBP has increased rates.

Below is a summary of the total costs on health insurance for employees and their dependents. The VVEBP has successfully contained costs of health coverage by way of plan changes, education, and sound health care management. For families in overall good health, an employee can choose the High Deductible Health Plan (HDHP) and save on their dependent coverage, as well as take advantage of the City's contribution of $120 a month into their Health Savings Account (HSA). For moderately healthy families, an employee still has the option to choose the Core Plan. And for families with some health issues, there is the Core Plus Plan with its lower out of pockets and deductibles; however, it comes with a higher premium.

Employee Health Care Rates Summary July 01, 2009 to June 30, 2010

Category	Core Plan		Core Plus Plan		HDHP	
	Employer	Employee	Employer	Employee	Employer	Employee
Employee	489		489	75	369	
Employee +Spouse	489	481	489	556	369	361
Employee + Children	489	361	489	417	369	271
Employee + Family	489	722	489	834	369	542

Note: The High Deductible cost does not include the employer contribution to the HSA of $120 per month.

New Programs

The only new program is the opening of the Recreational Center in May 2010.

BUDGET POLICIES - FISCAL YEAR 2010

This budget reflects the fund balance policies of the City. This policy currently requires the City to restrict an amount equal to 16.67% of the previous year's operating revenues as part of its fund balance. This requirement to the policy brought this year's restricted fund balance reserve to $2,186,060. This is also estimated to be about 60 days of expenditures coverage.

Additionally, an accumulating reserve of 2.67% of the previous year's general fund operating revenues is reserved for capital projects. This year represents the thirteenth year of this policy

With this fund now over $1,000,000, the City Council, at the recommendation of Management, the decision was made to cap this fund at $1,000,000 and use any excess for everyday maintenance and operational costs until the economy improves. $246,110 is currently available in additional capital reserves, which come from the excess .2% Library Debt Service sales tax. In addition to these reserves a new reserve account was created to insure the continued operation of the new Recreation Center in future years should the revenue stream not be what is anticipated. This Recreation Center Reserve is budgeted at $609,575 for FY 2010. These policies, along with development of five-year budget projections, will ensure the financial stability of the City into the future.

BUDGET DEVELOPMENT

Long range financial planning played an integral part in the budget development. Revenues and expenditures were prepared for a five-year period for all funds. These projections are included within the budget. The result of this five-year analysis demonstrated that revenues barely keep up with operational expenditures for the next five years. This is mainly due to the economy and the state's future financial picture (see pages ____). Any capital acquisition would require some financing alternatives (see pages ____). All other funds will continue to operate within their respected revenues.

LONG RANGE PROGRAMMATIC AND FINANCIAL PLANNING

Included within the budget is a section establishing long-range organizational programmatic goals, and the five-year capital improvement plan. The organizational goals identified are presented programmatically, including a statement of operational fiscal impact to the City. Goals identified for fiscal year 2009-10, have been integrated into the work plans of the appropriate department responsible for implementation. A summary depicting the funding resources available for the many projects is also presented.

The five–year capital plan is an integration of these current and long-range organizational goals. Each major project is detailed within this section of the budget.

CAPITAL ACQUISITION PLAN – FISCAL YEAR 2010

Included in the budget is $32,658,070 in equipment acquisitions and construction projects. These items are detailed in each department's budget and summarized in the appendix of this budget. A summary by function is provided for review and does not necessarily reflect the full cost of ongoing projects. Only those amounts to be expended for fiscal year 2010 are budgeted.

The following is a summary list of equipment purchases by function along with a list of major capital projects included in this budget. More details are provided beginning on page ___ of the budget document.

Equipment	
Function	Estimated Cost
General Government	$115,400
Public Safety	139,520
Culture & Recreation	34,620
Health & Sanitation	74,900
Airport	24,000
Transit	50,100
Total Equipment	$438,540

Capital Projects	
Project Description	**Estimated Cost**
Library Parking Lot	30,000
Old Town Parking Lot	10,000
Vehicle Replacement Police Department	193,030
Vehicle Replacement Fire Department	37,000
Aerial Ladder Truck – Grant	1,071,840
Grant – Emergency Operations Center	312,530
Grant – Homeland Security	362,300
Grant – DUI Vehicle	110,000
Grant – Preemption System	90,000
Grant – Fire Safety Building	75,000
Evidence Bar Coding Software	29,500
Pavement Maintenance Program	350,000
Sidewalk Additions	80,000
12th Street Reconstruction - Design	600,000
12th Street Fir to 89-A	2,300,000
W. Mingus St. Reconstruction	1,450,000
Passenger Buses	260,000
Building Conversion- Foxworth Building	650,000
WWTP Headworks	300,000
HWY 260 Sewer System Extensions	1,900,000
WWTP Storage & Lift Station Upgrades	400,000
UV Disinfection Lamps & Hardware	39,000
Reclaimed Water Pumping System Upgrade	150,000
Wastewater Treatment Plant Construction	490,250
Riverfront Park Reclamation Facility	1,375,000
Arsenic Remediation	925,000
Wells	1,570,000
Fire Flow upgrades	500,000
Valves	100,000
Water Storage & Reuse Station	1,725,000
Construction Manager at Risk	500,000
Booster Pumping	100,000
HWY 260 Water System Extensions	1,375,000
Storage Upgrades	400,000
Regional Communications Center	360,000
Design Services Evidence Storage Building	69,260
Recreation Center Construction	11,408,820
Viejo Park	9,000
Tennis Center Resurface	12,000
Airport Pavement Preservation	500,000
Total Capital Projects	$32,219,530
Total Capital Projects & Equipment	$32,658,070

Employee Vision, Mission Statement and Values

Our Vision:

Our Vision is to be recognized by the community and our peers as a model city dedicated to progressive leadership, employee development, innovation, technology and economic, social and environmental sustainability as well as the successful provider of efficient and effective public services.

Our Mission Statement:

Cottonwood employees are committed to providing responsive, innovative, respectful and sustainable services to our community members and visitors in an effort to effectively improve the quality of life in our community.

Our Values:

- *Treat Everyone with Dignity and Respect*
- *Ensure for Uncompromising Integrity*
- *Communicate and Actively Listen*
- *Be Responsive and Accountable*
- *Be Innovative*
- *Be a Professional in Attitude, Conduct, and Appearance*
- *Strive to Provide Effective and Efficient Services*

ACKNOWLEDGMENTS

The preparation of this municipal budget document is attributed to the many hours spent by the Finance Department assembling this informative document. Special thanks to Jesus R. Rodriguez, Administrative Services General Manager, Kirsten Lennon, Accounting and Budget Manager, and Carol Brown, Budget Analyst for the time spent in providing the financial information needed during the budget process. In addition, thanks to the rest of the department heads that assisted in the development of the 2010 Annual Budget.

Despite the challenges, the City of Cottonwood continues to be in a fiscally sound position due to the efforts of the City Council and Staff. I appreciate this opportunity as the City Manager to continue this financial condition through the preparation of this budget document.

Sincerely,

Doug Bartosh
City Manager

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EXECUTIVE SUMMARY

City Profile

The City of Cottonwood is situated in central Arizona bordering the Verde River to its north and is the retail and services center for the picturesque Valley. The community was established in 1879 and incorporated in 1960, as the Town of Cottonwood.

In 1874, soldiers from nearby Camp Verde were based in an adobe structure where the City of Cottonwood currently stands. The first real settlers were ranchers utilizing the fertile grasslands along the Verde River to feed their herds. The name of the City was derived from a circle of 16 cottonwood trees located near the Verde River where these settlers began to develop the community. In 1987, the voters approved a name change from Town to City.

Cottonwood, located in Yavapai County is approximately 100 miles north of Phoenix and 50 miles south of Flagstaff, near the geographic center of the entire state of Arizona, and close to Interstate 17 on State Highway 89A and 260. The City is at an elevation of 3,320 feet above sea level with a total geographic area of 15.75 square miles.

The 2000 census set the City's population at 9,179, depicting a 55% increase over the 1990 census. July 1, 2008 Department of Economic Security[1] estimates the population at 11,230. The main industries are tourism, government services, retail and education.

Date of Incorporation - 1960

Form of Government - Council-Manager

Demographics/Economics

Area - Square Miles	2008 Property Tax Assessed Valuation (a)	
2008 – 15.75 Square Miles	Primary	$ 120,200,012
	Secondary	$ 146,260,744

Paved Streets

38 Miles

Cottonwood Labor Force Data (b)

	2005	2006	2007
Civilian Labor Force	4,840	5,109	5,245
Employed	4,626	4,905	5,032
Unemployed	214	204	213
Unemployment Rate	4.4%	4.0%	4.1%

Source:

a) Arizona Department of Revenue, Property Tax Division
b) Arizona Department of Commerce – Cottonwood Community Profile3

[1] Research Administration Division – website - www.workforce.az.gov

Year	Population (a)	Public School Enrollment (b)	Unemployment Rate (c)
2008	11,230	3,369	
2007	11,130	3,008	4.1%
2006	10,925	3,190	4.0%
2005	10,860	3,432	4.4%
2004	10,570	2,981	3.7%
2003	10,300	2,642	4.3%.
2002	10,020	2,559	4.5%
2001	9,770	2,510	3.8%
2000	9,179	2,432	3.6%
1999	8,845	2,248	4.4%
1998	7,775	2,419	4.3%

Sources:

(a) Department of Economic Security - Research Administration Division – website - www.workforce.az.gov
(b) School census - Cottonwood School Districts
(c) Arizona Department of Commerce – Cottonwood Community Profile

Gross Taxable Sales (a)		Building Permits (b) Year	Number	Value
2008	424,267,554	2008		
2007	447,902,909	2007	402	
2006	427,052,394	2006	880	45,924,027
2005	357,682,343	2005	767	43,759,186
2004	311,644,070	2004	485	46,687,964
2003	286,236,364	2003	418	23,867,359
2002	300,179,591	2002	750	34,611,071
2001	275,164,224	2001	714	37,668,159
2000	263,881,988	2000	756	34,946,008
1999	253,769,494	1999	872	44,756,816
1998	230,038,818	1998	867	53,526,444

Source:

(a) City of Cottonwood Finance Department
(b) City of Cottonwood Community Development

Major Private Employers (a)	Education (b)	
Griffith Enterprises	Elementary Schools	2
Phelps & Sons, Inc.	High School	1
Verde Valley Medical Center	Exceptional Children Program	1
Wal-Mart - Retail	Community College	1
Major Public Employers	Students:	
City of Cottonwood	Grades K-8	1,759
Cottonwood/Oak Creek Schools	Grades 9-12	1,117
Arizona Public Service	**Total Students**	2,876
Mingus Union High School		

Source:

(a) Arizona Department of Commerce – Community Profile
(b) Cottonwood/Oak Creek and Mingus School Districts

2009 Service Statistics

Fire Protection	
Stations	1
Employees (Full-time)	28
Fire & Haz Mat Calls	252
Rescue & Medical Calls	2,014
Public Assist Calls	200
Good Intent Calls	12
Fire Inspections (various kinds)	1,805
Plan Reviews & Permits	505
Public Ed Contact Hours	6,948

Public Works	
Engineering Reviews (ea. proj)	41
Subdivisions (lots)	225
Right of Way Permits (ea)	65
Flood Plain Inquires	140
Streets Inspected (LF)	21,910
Contract Administration	11,800,000

Recreation Programs	
Participation:	
Adult Sports	37,500
Special Events	19,500
Recreational Swimming	16,800
Instructional Classes	21,000
Youth Sports	10,500

Sewer	
Sewer Line Inspected (LF)	120,636
Miles of Line	48
Average Daily Treatment	.923mgd
Plant Capacity	1.5mgd
Blue Stake Requests	70
Reclaimed Water Sold	13 mg
Number of Sewer Accounts	4,891
Sewer Taps installed	6

Police Protection	
Stations	2
Employees (Full-time)	47.5
Sworn Police Officers	31.5
Non-Sworn Employees	16
Part I Crimes	609
Part II Crimes	3,710
Traffic Warnings	1,278
Traffic Citations	2,075
Calls for Service Dispatched	14,000

Library	
Items in Collections	98,000
Total Items Circulated	343,000
Circulation Transactions Per Day	1,433

Municipal Parks	
Developed Parks	5
Developed Acres	38.7
Undeveloped Acres	91.3
Swimming Pools	1
Tennis Center	1
Lighted Ball fields	8

Transit System	
Annual Ridership	50,622
Miles Traveled	230,457
Cottonwood Ridership	24,616
Disabled Ridership	3,900

Water Utility	
Blue Stake Requests	2,100
Pumping Capacity	2.643mg
Average Pumpage	.965mgd
Number of Wells	26
Number of Storage Tanks	23
Number of Water Accounts	10,000

Weather

Month	Average Temperature (F) Daily Maximum	Daily Minimum	Average Total Precipitation (inches)
January	58.2	28.4	0.85
February	63.2	31.8	0.77
March	68.4	35.5	0.87
April	76.6	42.4	0.57
May	85.1	49.4	0.35
June	94.6	57.7	0.58
July	98.4	66.0	2.02
August	95.4	64.1	2.43
September	91.6	57.5	1.12
October	82.3	46.7	0.80
November	68.6	36.0	0.74
December	59.0	29.0	1.11
Annual Average	**78.8**	**45.4**	**12.21**

Governmental Organization and Services Provided

The Mayor is elected directly by the voters and serves a four-year term. The voters elect six City Council representatives for staggered four-year terms. The City Council appoints a City Manager who is responsible for the general administrative operations of the various departments within the city. An organizational chart is shown on page___.

The City of Cottonwood is mandated by the State of Arizona to provide a variety of services including law enforcement and other public safety needs. Other support services include road maintenance, park services, regulation of building and zoning codes, animal control and public library. City utilities include a water distribution system, sewer system, cemetery and municipal airport.

BUDGET POLICY

These budget policies provide general guidance for preparing the City of Cottonwood's operational budget, as well as its adoption, and implementation. These policies as presented below in the various categories as follows.

Budget Philosophy

The City's budget philosophy includes planning based on available information, developing a process by which financial guidelines and goals are established, implementation of those financial and programmatic goals, and the review and evaluation of the achievement of those goals. Policies are set forth to provide support guidance for the City's budget philosophy.

The role of the Finance Department is to facilitate the budget process and to assist the City Council and City Manager to execute the budget. A part of this execution is the desire to review issues, which challenge city government, and to allow the City to meet these challenges.

Balanced Budget – The City of Cottonwood will develop a balanced budget in which current resources (current revenues plus fund balance) will equal or exceed current expenditures. The City will avoid budgetary or accounting procedures that balance the budget at the expense of meeting future year's expenditures, such as: postponing expenditures, accruing future year's revenues, or rolling over short-term debt. The budget will provide for adequate maintenance and replacement of capital plant and equipment.

Budget Process - The budget process is always a cyclical process. A "beginning point" is the preparation of the base budget by each department head. These budgets are based on expenditures to date and the previous years' experience. The departments' base budgets, along with any requests for new positions, programs or services are then presented to the City Manager. City management then meets with each department head to review their base budget and requests for new services and/or programs. Once management has reviewed the departments' requests, a tentative budget is presented to the City Council by the City Manager in May.

In accordance with Arizona Revised Statutes, the City Manager submits a proposed budget for the fiscal year commencing the following July 1 to the City Council. The budget includes proposed expenditures and the means of financing them.

The City is subject to the State of Arizona's Spending Limitation Law for Towns and Cities. This law does not permit the City to spend more than budgeted revenues plus the carry-over unrestricted cash balance from the prior fiscal year. The limitation is applied to the total of the combined funds. All appropriations lapse at year-end requiring actual fund balances to be re-budgeted each fiscal year.

The City operates under the voter approved alternative expenditure limitation. The electorate authorized the City in accordance with Arizona Revised Statutes, to establish a local annual expenditure limitation each fiscal year. The City sets the annual expenditure limitation for all fund types as a whole with the adoption of the annual budget.

Public hearings on the budget are held each year in accordance with legal requirements in order to obtain comments from local taxpayers. To ensure compliance with the state imposed expenditure limitation, a uniform expenditure report must be filed with the state each year. This report reconciles

total City expenditures from the audited financial statements to total expenditures for reporting in accordance with the state's uniform expenditure reporting system (ARS §41-1279.07).

Expenditures may not legally exceed the expenditure limitation of all fund types as a whole per state law. For management purposes, the City adopts a budget by department for each individual fund and establishes the legal level of local budgetary control at this level. The adopted budget cannot be amended in any way without City Council approval.

The implementation process consists of city management and departments monitoring revenues and expenditures in conjunction to responding to the demands of the community. These activities lead directly to the preparation of next year's budget. Thus, some part of the budgetary process for the current year is occurring simultaneously with preparation for the next year's budget.

Prior to FY 1995-96, the City's budget process focused only on line item budgeting. City management recognized the need to improve the process and we began by directing departments to:

- Provide a summary of their department's function and mission.
- Establish performance indicators departmentally.
- Identify service accomplishments in relation to established goals for the previous year.
- Establish goals for their departments for the new fiscal year.

As in the past, all department heads were required to justify expenditures within their department consistent with the mission of their service. Each department requesting new personnel or any reclassification of existing positions will provide sufficient justification for each request. All capital acquisitions also require supporting justification.

Process For Changing the Budget

A budget is a plan and therefore instances will arise during the fiscal year that requires changes to be made. Although some minor adjustments can be made administratively within a department's budget (less than $500), increases or decreases to a department's total budget legally must be approved by the City Council. The budget amendment process has been developed to provide for such adjustments.

Expenditures may not legally exceed expenditure limitations of all fund types as a whole. The types of adjustments that must be handled through the budget amendment process include additional funding above the department's budget allocations, requests for new positions, reclassification of existing positions, capital projects exceeding $500, and requests for increases in revenue and expenditure authority when outside funding sources are available. Departments must first submit requests to the City Manager. The City Manager reviews the request and other background material. If he supports the request, a recommendation is made to the City Council. Requests are then placed on the council's agenda for discussion, review and action. If City Council approves a request, necessary adjustments are made to the budget.

Budget Monitoring

The Finance Department will monitor, on an ongoing basis, the expenditures and revenues of all city departments. Any significant variances will be reported to the city management for action. On a monthly basis, an expenditure and revenue report with year-end projections will be distributed to the City Council and all city department heads.

Budget Calendar for FY 2009-10

The calendar is structured similar to those of past years and keeps the process moving forward. There can be additional items added to the calendar as needed. Ultimately, the process will produce a balanced budget that we can all live with, as well as a sound fiscal and capital plan. As a reminder, this budget is always subject to changes as the year progresses and revenue projections can be reasonably measured.

Distribute Budget Worksheets & Instructions	February 17, 2009
Distribute Goals & Performance Measures Forms & Instructions	February 17, 2009
Distribute Personnel Request & Reclassification Forms	February 17, 2009
Budget Worksheets Due to Finance	February 24, 2009
Distribute Capital Improvements Schedules, Forms, & Instructions	February 24, 2009
Goals & Performance Measures due to Finance	February 27, 2009
Personnel Requests & Reclassifications due to Finance	February 27, 2009
Potential Budget Issues Meeting - City Manager	March 04, 2009
Goal Setting Meeting - City Manager	March 04, 2009
Capital Improvement Forms due back to Finance	March 10, 2009
Council Annual Goal Setting Workshop	March 10, 2009
Capital Improvements Meeting (Finance & City Manager)	March 17, 2009
Review of 1st. Budget Draft with Finance & Administration	March 16-20, 2009
1st. Round Departmental Budget Meetings	March 23-27, 2009
Capital Improvements Workshop- ½ Day (Staff)	April 17, 2009
Review of 2nd Budget Draft - Finance & Administration	April 6-10, 2009
Department Head Budgetary Update Meeting (Pre-Council Workshops)	April 21, 2009
Present *Proposed* FY 2009-10 Budget to City Council	May 19, 2009
Budget Work Sessions with City Council @ Council Chambers	May 2009
o Introduction to the Budget / Personnel Matters / Capital Requests	May 21, 2009
o Departmental Presentations / Budgetary Wrap-up	May 26, 2009
o Reserved for additional Budget Meeting	May 27, 2009
o Reserved for additional Budget Meeting	June 10, 2009
Present Tentative FY 2009 Budget to City Council	July 7, 2009
Public Hearings on Tentative Budget	July 7, 2009
Adopt *Tentative* FY 2009-10 Budgets, set Expenditure Limitation	July 7, 2009
Present Final FY 2009 Budget to City Council	July 26, 2009
Public Hearing on Final Budget	August 4, 2009
Adopt *Final* FY 2009-10 Budget	August 4, 2009
Budget Due to GFOA for Award Review	November 4, 2009

Fund Accounting

This budget includes all of the funds of the City of Cottonwood. The City of Cottonwood is financially responsible for the Municipal Property Corporation; therefore, this activity is included in the budget as a component unit. Component units are legally separate entities for which the primary government is financially accountable.

The accounts of the City are organized on the basis of funds, each of which is considered a separate accounting entity. The operations of each fund are accounted for with a separate set of self-balancing accounts that comprise its assets, liabilities, fund equity, revenues and expenditures, as appropriate. Government resources are allocated to and accounted for in individual funds based upon the purposes for which they are to be spent and the means by which spending activities are controlled. The various funds are grouped in the budget, into generic fund types and broad categories.

Governmental Funds

General Fund - The General Fund serves as the chief operating fund of the City. It is used to account for all financial resources except those required to be accounted for in another fund.

Special Revenue Fund – Special Revenue Funds are used to account for the proceeds of specific revenue sources (other than major capital projects) that are legally restricted to expenditures for specified purposes.

Debt Service Fund – Debt Service Fund is used to account for the accumulation of resources for, and the payment of, general long-term debt principal, interest and related costs.

Capital Project Fund – Capital Project Funds are used to account for financial resources to be used for the acquisition or construction of major capital facilities (other than those financed by proprietary funds and trust funds).

Proprietary Funds

Enterprise Fund - The Enterprise Fund is used to account for operations of the City's water and wastewater fund. This fund is financed and operated in a manner similar to private business enterprises-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. The governing body also has decided that periodic determination of revenues earned, expenses incurred, and/or net income is appropriate for capital maintenance, public policy, management control, accountability, or other purposes.

Internal Service Fund - The Internal Service Fund is used to report any activity that provides goods and services to other funds, departments, or agencies of the primary government and its component units, or other governments, on a cost-reimbursement basis.

Fiduciary Funds

Pension Trust Fund - The Pension Trust Fund is used to account for the City's Volunteer Firefighter's Relief and Pension Fund, a defined contribution plan for which the City holds the assets in a trustee capacity. Contributions are made by the City as well as the City's Volunteer Firefighters.

Agency Fund - The Agency Fund is used to account for the City's cemetery operations assets held by the City in a trustee capacity from which both principal and interest may be expended.

All Governmental Funds are accounted for using the modified accrual basis of accounting. Revenues are recognized when they become measurable and available. Taxpayers assessed income, gross receipts, and sales taxes are considered "*measurable*" when in the hands of intermediary collecting governments or agents and are recognized as revenue at that time. Expenditures are generally recognized under the modified accrual basis of accounting when the related fund liability is incurred.

The Proprietary and Fiduciary Funds are accounted for using the accrual basis of accounting. This method of accounting recognizes the financial effects, on a government, of transactions and other events and circumstances that have cash consequences, for the government, in the periods in which transactions, events and circumstances occur, rather than only in the periods in which cash is received or paid by the government.

Budget Basis

The budgets of general government type funds (for example, the General Fund, Special Revenue, Debt Service, and Capital Projects Funds) are prepared on a modified accrual basis. Briefly, this means that obligations of the City (for example outstanding purchase orders) are budgeted as expenses, but revenues are recognized only when they are actually received.

The Proprietary and Fiduciary Funds (Enterprise, Internal Service, Pension, and Agency Funds), on the other hand, are budgeted on a full accrual basis. Not only are expenditures recognized when a commitment is made (i.e. through a purchase order) but revenues are also recognized when they are obligated to the City (for example, sewer user fees are recognized as revenue when bills are produced).

The Comprehensive Annual Financial Report (CAFR) shows the status of the City's finances on the basis of "*generally accepted accounting principles*" (GAAP). In most cases this conforms to the way the City prepares its budget. Two exceptions are:

1. The treatment of depreciation expense (these are not shown in the budget, although the full purchase price of equipment and capital improvements is, while purchases of capital improvements are depreciated in the CAFR for enterprise funds), and
2. Compensated absences (accrued but unused sick and vacation leave) are treated slightly differently in the budget and in the CAFR.

Compensated absences and depreciation are not budgeted.

The Comprehensive Annual Financial Report shows fund expenditures and revenues on both a GAAP basis and budget basis for comparison purposes.

FISCAL POLICY

The overall goal of the City's fiscal policy is to establish and maintain effective management of the City's financial resources. The City's formal policy statements and major objective provide the foundation for achieving this goal. Accordingly, this section outlines the policies used to guide the preparation and management of the City's overall budget and major objectives to be accomplished.

- A comprehensive annual budget will be prepared for all funds expended by the City.
- The Budget will be prepared in such a manner as to facilitate its understanding by citizens and elected officials.
- In addition to any required hearings, the Council will hold work sessions on the budget which will be open to the public.
- Copies of the budget will be made available to citizens and elected officials prior to work sessions.
- Budgetary emphasis will focus on providing those municipal services which provide the maximum level of services, to the most citizens, in the most cost effective manner, with due consideration to economic, fiscal, and social costs.
- The budget will provide for adequate maintenance of capital, plant, and equipment and their timely replacement.
- The City will avoid budgetary practices that balance current expenditures at the expense of meeting future years' expenses.
- The City will give highest priority in the use of one-time revenues to the funding of capital assets or other non-recurring expenditures.
- The City will maintain a budgetary control system to help it adhere to the established budget.
- Reports comparing actual revenues and expenditures to budgeted amounts will be prepared monthly.

Financial stability of the City

To insure the financial stability of the City, some strict guidelines have been set forth by City Council and implemented by City management.

- Maintain a restricted General Fund Balance of 16.67% of the previous year's operating revenues.
- Continue a capital projects accumulation fund of 2.67% of the previous year's General Fund operating revenues.
- Develop five-year revenues and expenditures projections and analyze trends.
- Ensure that operating expenditures remain within operating revenues for all funds.

DEBT SERVICE POLICY

The goal of the City of Cottonwood's debt management policy is to maintain the City's ability to incur debt at the most favorable interest rates in the amounts needed for financing capital projects and equipment, while keeping adverse affects to the City's ability to finance essential City services to a minimum.

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 (20%) 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 (6%) of secondary assessed valuation can be used for all other "general municipal uses".

General obligation bonds are secured by the ad valorem taxing of the City. Within the percentage of assessed valuation limitation above, the City may issue bonds for general improvement purposes or for specific projects. For statutory purposes, the City's current outstanding bonds are not considered general obligation bonds subject to the statutory limits listed above because the City's bonds outstanding at June 30, 2006 were secured by sales taxes instead of property taxes.

Computation of Legal Debt Margin June 30, 2008	
Net secondary assessed valuation (Full Cash Value)	$120,953,271
Calculation of 20% Debt Limitation	
20% of secondary net assessed valuation	$24,190,654
Bonds outstanding	0
Net 20% Debt Limitation	$24,190,654
Calculation of 6% Debt Limitation	
6% of secondary net assessed valuation	$7,257,196
Bonds outstanding	0
Net 20% Debt Limitation	$7,257,196
Total Bonding Capacity	$31,447,850

Policy Statement

- A five year Capital Improvements Plan will be developed and updated annually along with corresponding funding sources.
- Financing of Capital projects will not exceed the useful life of the project.
- Debt Service Schedules will be prepared and included in the Annual Budget as well as the Five Year Capital Improvement Plan with annual updates.
- Debt Service payment will be scheduled in equal installments over the life of the bonds.
- Efforts will be made to maintain and improve the City's bond rating.
- Timely submittal to the Nationally Recognized Municipal Securities Information Repository (NRMSIR).

- Pay-as-you-go financing will be an essential part of the City's Capital Improvement Plan

- The City will carefully monitor compliance with all bond covenants.

Debt Performance

- The City will limit long-term debt to only those capital improvements that cannot be financed through current revenues or designated capital reserves.

- Terms of repayment for any debt will not exceed the estimated useful life of the asset acquired.

- Debt will not be issued for recurring expenditures normally considered maintenance and operational expenditures.

- Minimize debt service impact to taxpayers by:
  - Creating sinking funds when possible to provide for expansion or replacement of capital equipment.
  - Seeking grant funding opportunities and lower interest debt options such as Water Infrastructure Finance Authority (WIFA) or Greater Arizona Development Authority (GADA), or the State Revolving Loan Funds to lower the size of the debt obligation.
  - Working closely with the City's financial advisors to structure debt in such a way that the debt load is explicitly related to the operating budget yet not impair operational needs.
  - Maintaining a good working relationship with City Financial Advisors, bond rating agencies, and insurance carriers, and providing full disclosure on all financial reports.

The following is a list of the City's current bond obligations along with their respective funding source.

Total Outstanding Debt by Type of Bond
As of June 30, 2009

Project	Term	Principal	Interest	Funding Revenue
GO Bonds-Library Expansion	07/2013	550,000	115,250	0.2% Sales Tax
GADA-Railroad Wash Improvements	07/2013	350,000	75,825	0.2% Sales Tax
GADA-Public Safety Building	07/2013	970,000	163,785	0.2% Sales Tax
GADA – Recreational Center	08/2027	18,755,000	9,836,810	1.0% Sales Tax
MPC-Senior Lien Water Rev Bonds - 2004	07/2029	12,275,000	7,905,345	User Fees
MPC-Senior Lien Water Rev Bonds - 2006	07/2035	23,965,000	19,187,066	User Fees
Total Debt Service		$56,865,000	$37,284,081	

INVESTMENT POLICY

Policy

It is the policy of the City of Cottonwood to invest public funds in a manner which will provide the highest investment return with the maximum security while meeting the daily cash flow demands of the city and conforming to all applicable state and city statutes governing the investment of public funds.

Scope

This investment policy applies to all financial assets of the City of Cottonwood. These funds are defined in the City of Cottonwood's Comprehensive Annual Financial Report (CAFR) and include:

- General Funds
- Special Revenue Funds
- Debt Service Reserve Funds
- Debt Service Sinking Funds
- Capital Project Funds
- Proprietary Funds
- Fiduciary Funds
- Expendable Trust Funds
- Any new funds created unless specifically exempted by council

Objectives

The primary objectives, in priority order, of the City of Cottonwood's investment activities shall be:

Safety of Principal - The City recognizes its fiduciary responsibility for the stewardship of public funds with which it has been entrusted. Therefore, its foremost investment objective is to ensure safety of principal. Investments of the City shall be undertaken in a manner that seeks to ensure the preservation of capital in the overall portfolio. To attain this objective, diversification is required in order that potential losses on individual securities do not exceed the income generated from the remainder of the portfolio.

Liquidity - City of Cottonwood's investment portfolio will remain sufficiently liquid to enable the City to meet all operating requirements, which might be reasonably anticipated.

Yield - City of Cottonwood's investment portfolio shall be designed with the objective of attaining a market rate of return throughout budgetary and economic cycles, taking into account City of Cottonwood's investment risk constraints and the cash flow characteristics of the portfolio.

Standard of Care

Prudence - This policy shall apply the "prudent person" standard, as defined in the glossary, in the context of managing the overall portfolio. Investment officials acting in accordance with procedures consistent with this policy and exercising due diligence, shall not be held personally liable for market price changes or the credit risk of a certain investment, provided that any unexpected deviations are reported in a timely manner and that appropriate action is taken to control adverse developments.

Ethics and Conflicts of Interest - Investment officials shall refrain from personal business activity that could conflict with proper execution of the investment program, or which could impair their ability to make impartial investment decisions. Investment officials shall

disclose to the City Manager any material personal financial interests in financial institutions that conduct business within this jurisdiction, and they shall further disclose any large personal financial/investment positions that could be related to the performance of the City, particularly with regard to the time of purchases and sales.

Delegation of Authority - Authority to manage the investment program is granted to the Finance Director, and derived from the Arizona Revised Statues §35-323. Procedures for investing of Trust and Sinking Funds are specified in Arizona Revised Statutes §35-324 and §35-328. Investments in the State Treasurer's Pool investment fund for collective investments of public funds is authorized in Arizona Revised Statutes §35-326. Responsibility for the operation of the investment program is hereby delegated to the Finance Director, who shall act in accordance with established written procedures and internal controls for the operation of the investment program consistent with this investment policy. Procedures should include references to: safekeeping, delivery vs. payment, investment accounting, repurchase agreements, wire transfer agreements, and collateral/depository agreements, and resolutions for participation in the State Treasurer's Local Government Investment Pool – LGIP are included with this. No person may engage in an investment transaction except as provided under the terms of this policy and the procedures established by the investment officer within the City's Financial Operations Guide. The Finance Director, with the concurrence of the City Manager, shall be responsible for all transactions undertaken and shall establish a system of controls to regulate the activities of subordinate officials.

Authorized Financial Dealers and Institutions

The Finance Director shall maintain a list of financial institutions, which are authorized to provide investment services. In addition, a list will be maintained of approved security brokers/dealers selected by credit worthiness who are authorized to provide investment services in the State of Arizona. No public deposit shall be made except in a qualified public depository as established by state laws.

Banks and Savings and loans shall provide their most recent "Consolidated Report of Condition" (call report) at the request of the city.

Securities dealers not affiliated with a bank shall be required to be classified as reporting dealers affiliated with the New York Federal Reserve Bank as primary dealers, or meet certain other criteria as determined by the Finance Director.

All financial institutions and broker/dealers who desire to become qualified bidders for investment transactions must supply the Finance Director with the following:

- Most recent audited annual financial statements
- Proof of National Association Security Dealers membership,
- Proof of State of Arizona registration, and a
- Completed broker/dealer questionnaire

An annual review of the financial condition and registrations of qualified bidders will be conducted by the Finance Director.

A current audited financial statement is required to be on file for each financial institution and broker/dealer with which the city does business.

Safekeeping and Custody

Delivery vs. Payment - All trades of marketable securities will be executed by delivery vs. payment (DVP) to ensure that securities are deposited in an eligible financial institution prior to the release of funds.

Safekeeping - All securities shall be held by a third party custodian designated by the Finance Director. The third party custodian shall be required to issue a safekeeping receipt to the city listing the specific instrument, rate, maturity and other pertinent information.

Collateralization shall be required on two types of investments:

- Certificates of deposits
- Repurchase agreements

In order to anticipate market changes and provide a level of additional security for all funds, the collateralization level will be 102% of market value of principal and accrued interest. Acceptable types of collateral for repurchase agreements shall consist of treasuries and agency notes with a maximum maturity of 5 years and a collateralization level of 102% of market value of principal and accrued interest.

Internal Controls - The Finance Director shall establish a system of written internal controls, which will be reviewed annually with the independent auditor. This review will provide internal control by assuring compliance with policies and procedures.

Suitable and Authorized Investments

Authorized Investments

The City is empowered by statute to invest in the following types of securities. If an investment is not specifically listed in the suitable list, it is prohibited.

- Fully insured or collateralized certificates of deposit and other evidence of deposit at banks and savings and loan associations;
- Interest bearing savings accounts in banks and savings and loan institutions doing business in Arizona whose accounts are insured by federal deposit insurance.
- Repurchase agreements with a maximum maturity of one hundred eighty days, collateralized at no less than 102 percent, provided a signed PSA Master Repurchase Agreement is on file with the counterpart bank or broker\dealer;
- Deposits in the local government investment pool operated by the Treasurer of the State of Arizona.
- Bonds or other evidences of indebtedness of the United States or any of its agencies or instrumentalities if the obligations are guaranteed as to principal and interest by the United States or by any agency of instrumentality of the United States.
- Bonds or other evidences of indebtedness of this state or any of its counties, incorporated cities or towns, school districts, or municipal improvement districts which carry as a minimum one of the A ratings of Moody's Investors Service or one of the A ratings of Standard and Poor's Rating Service or their successors.
- Commercial Paper with an A-1/P-1 rating or higher rating.
- Mortgage-backed securities

Prohibited Investments

- Reverse Repurchase Agreements
- Futures, Contractual Swaps, Options
- Inverse Floaters
- Interest Only Securities
- Interest Bearing Securities that have the possibility of not accruing current income
- Closed end management type companies
- Securities whose yield/market value is based on currency, commodity or non-interest indices
- Bearer-form securities
- Securities lending
- Any security product not described in this document until reviewed and approved by the City Council.

Investment Pools

A thorough investigation of any investment pool is required prior to investing. There shall be a questionnaire developed which will answer the following general questions:

- A description of eligible investment securities, and a written statement of investment policy and objectives.
- A description of interest calculations and how it is distributed, and how gains and losses are treated.
- A description of how the securities are safe kept (including the settlement processes), and how often are the securities priced and the program audited.
- A description of who may invest in the program, how often, what size deposit and withdrawal.
- A schedule for receiving statements and portfolio listings.
- Are reserves, retained earnings, etc. utilized by the pool?
- A fee schedule and, when and how it is assessed.
- Is the pool eligible for bond proceeds and/or will it accept such proceeds?

Diversification and Maturity Limitations

The City will diversify its investment portfolio to minimize the risk of loss resulting from over concentration of assets in a specific maturity, specific issuer, or specific class of securities. Diversification standards by security type and issuer shall not exceed the following:

Fully insured or collateralized CD's	no more than 25%
U.S. Treasuries and securities having principal and interest guaranteed by the U.S. Government or agencies or instrumentalities of the U.S. Government	100%
State, county, school district and other district municipal bonds or debt with an A rating or better	no more than 25%
Repurchase agreements	100%
Local Government Investment Pool	100%

The Finance Director shall be required to diversify maturities. To the extent possible, the Finance Director and the City Manager will attempt to match investments with anticipated cash flow requirements. Matching maturities with cash flow dates will reduce the need to sell securities prior

to maturity, thus reducing market risk. Unless matched to a specific requirement, the Finance Director may not invest more than 25% of the portfolio for a period greater than three years. Unless matched to a specific requirement, the Finance Director may not invest any portion of the portfolio for a period greater than 5 years.

Reporting

Method

The Finance Director shall prepare quarterly reports for the City Manager's review, which provide a clear picture of the status of the current investment portfolio. The management reports shall include:

- Comments on fixed income markets and economic conditions,
- Discussions regarding restrictions on percentage of investment by category,
- Possible changes in portfolio structure going forward, and
- Thoughts on investment strategies.
- Any schedules should include:
  - A listing of individual securities held at the end of the reporting period by authorized investment category
  - Weighted average maturity and final maturity of all investments listed
  - Coupon, discount or earnings rate
  - Par Value, Amortized Book Value and Market Value
  - Percentage of the portfolio represented by each investment category

The City Manager and Finance Director shall be responsible for making recommendations to the City Council of changes in the investment policy and in establishing performance benchmarks based upon City of Cottonwood's portfolio composition and current investment strategy.

The Finance Director shall include a market report on investment activity and returns in City of Cottonwood's Comprehensive Annual Financial Report - CAFR.

Performance Standards

The City of Cottonwood's cash management portfolio shall be designed with the objective of regularly meeting or exceeding a selected performance benchmark, which could be the average return on three-month U.S. Treasury bills, the state investment pool, a money market mutual fund or the average rate of Fed funds. These indices are considered benchmarks for lower risk investment transactions and therefore comprise a minimum standard for the portfolio's rate of return.

Investment Policy Adoption

City of Cottonwood's Investment Policy shall be adopted by the City Council. The policy shall be reviewed on an annual basis by the City Manager and significant modifications thereto must be approved by the City Council.

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STRATEGIC PLANNING

City Accomplishments for Fiscal Year 2010

The following depicts the continued commitment of the City of Cottonwood to make the community a better place to live, despite the slowing economy. Fiscal year 2008-09 goals obtained are summarized within this list of accomplishments:

Physical Development

- Design of W. Mingus Reconstruction project from SR 89A to Willard Street
- Design of the reconstruction of S. 12th Street from Mingus to Birch
- Design of the reconstruction of S. 12th Street from 89A to Fir Street
- Completed the Herridge Field Relocation Project, thereby moving the old field from the County Complex property to the new Riverfront Park location. This also completed the 4th field in the Youth Ball-field Complex at Riverfront Park
- Constructed airfield lighting, signing and navaid (PAPI) upgrade project
- Completion of the Airport perimeter security road
- First-year operation of self fueling equipment for aviation fuel
- Completed the 1.3 acre dog park project at Riverfront Park
- Completed the Youth Services Addition to the Cottonwood Library
- Completed the Willard Street Extension project from Cottonwood Street to Mesquite Drive. Created bike lanes on W. Mingus Avenue and Cove Parkway
- Completed Design Phase of the Multi Generational Recreation Center and started construction in February 2009

Community and Economic Development

- Developed "Focus on Success" – 5-yr Economic Development plan
- Designed / accomplished code amendments addressing submittal and review of Planned Area Developments
- Developed a Bicycle Plan for the City
- Created a Natural Resources Department and completed system modeling

Public Safety

- Deployed the COPS "Citizens on Patrol" program into the field. Thus far it has been a success with their assistance in providing traffic control for a residential fire, scene security with a suspicious death, and traffic control for traffic accidents
- Received various grants for DUI abatement, SWAT equipment/training, and veterinary expenses, totaling $104,808.
- Participated in the creation of a regional Underage Alcohol Enforcement Task Force. This program is designed to assign officers to investigate underage drinking parties to free up patrol officers and target those who contribute to the delinquency of minors
- Expanded the Block Watch Program by initiating the Old Town Block Watch and the Pilot Block Watch.
- Obtained a second drug detection K-9 unit.
- Awarded the S.A.F.E.R grant for $468,180
- Participated in the state wildfire response program and generated revenues in excess of $100,000

- Transitioned to GIS based electronic mapping & our system has become the gold standard in the Verde Valley
- Accepted delivery & placed in service a new ALF CAFS fire engine/pumper replacing the 1990 E-One pumper
- Completed the refurbishment of our 1995 Pierce engine/pumper & placed it in second-out service for years come.

General

- The Finance Department obtained its 17th consecutive Certificate of Achievement in Excellence in Financial Reporting from the Government Finance Officers Association - (GFOA) for its Comprehensive Annual Financial Report (CAFR) for the year ending June 30, 2008 and is complying with all the new GASB requirements
- Completed a Judicial Hiring and Review Process and created a Judicial Hiring and Review Board
- Completed total revamp for the City's Website.
- Obtained 100 year water adequacy designation from Arizona Department of Water Resources **(ADWR)**
- Implement new organizational structure plan by developing budgets and departmental goals and policies that fit into the new plan
- Smoothly transition all departments into new organization structure

Organizational Goals - Fiscal Year 2010

The following goals have been identified and included within the budget. These goals, established during budget planning sessions with the City Council, are integrated into departmental work plans for fiscal year 2009-10.

Physical Development

Project – Utilities - SR 260 Annexation Area Sewer/Design & Construction (reprogrammed)
This project is to design the annexation collection system area of SR 260 as well as to build a collection system and lift station in SR 260 annexation area.

Fiscal/Programmatic Impact
$1,375,000 is in this year's Sewer budget is for design and engineering work on this project. The funding for this project is anticipated to be a WIFA loan. When completed, this new system will increase operations and maintenance costs for the Wastewater Department, however new customers and anticipated economic development will offset costs.

Project – Utilities - Construction Manager at Risk
This project was a prerequisite to installation of the arsenic remediation equipment mandated by the United States Environmental Protection Agency (USEPA). Continued construction and improvement of the well sites will enhance the ability of the utilities to take care of all the arsenic remediation necessary.

Fiscal/Programmatic Impact

This $500,000 project is funded through system improvements reserves. It provides a more efficient and reliable operation directly related to less crisis management and a reduction in the amount of time staff spends monitoring and maintaining the system.

Project – Utilities - Replacement of Main Line Valves

This project calls for the progressive replacement of defective or damaged main line valves.

Fiscal/Programmatic Impact

This $100,000 program is to replace defective or damaged valves that were discovered during a recent valve exercising program. Funding for this project is through system improvements reserves.

Project – Utilities - Arsenic Mitigation

The federal regulations require reduction in arsenic concentrations in potable water to ten (10) parts per billion or less. This regulation is an unfunded mandate and the City is required to bear the full cost of compliance. This program will lease the arsenic treatment systems.

Fiscal/Programmatic Impact

This program will provide customers with drinking water in compliance with new federal arsenic regulations and avoid costly noncompliance fines and sanctions. The $925,000 project will be funded through system improvement reserves currently in the water fund.

Project – Waste Water – Riverfront Park Reclamation Facility Project-

Planned construction of a new water reclaim facility at Riverfront Park to ease the burden on the current facility. The plant will recycle waste water and produce quality effluent to help with the irrigation needs at Riverfront Park. This project will help with the increasing need to take some of the load off of the Waste Water plant on Mingus Ave.

Fiscal/Programmatic Impact

As the current plant reaches capacity, the ability to safely and effectively treat wastewater begins to deteriorate. We have a high priority to protect the public health and safety. The City is recognized as the wastewater treatment provider for the Cottonwood area. The new plant would allow the City to redirect wastewater flow from the southeastern side of the City to the new plant and reduce pumping distance and cost. This project will be funded through existing capital reserves is budgeted at $1,375,000

Project – Utilities – Wells –

The need to purchase and maintain local water rights and water wells has prompted the City to budget for future well acquisitions as a precautionary measure. As with all Arizona cities and towns looking out for the future water needs of a growing community is very important.

Fiscal/Programmatic Impact

Some of the money needed for this program can be funded from water reserves for resource and development and from money set aside for future needs. Currently the funding of $1,570,000 is planned through existing reserves and other financing sources.

Project – Utilities – Foxworth Building Remodel
During FY 2008-09 the Enterprise Funds purchased a building as the future home of the Utilities Department. The new building needs to be remodeled to house the utility billing and operations for the Water & Waste Water facilities and in the future a new evidence storage building.

> **Fiscal/Programmatic Impact –** The cost of architecture and the remodel will be funded out of water reserves and a portion of the remodel will be paid for by the General Fund to cover the evidence storage buildings development in FY 2010-11.

Project – HURF – W. Mingus Reconstruction This 1800-foot segment of Mingus Avenue, from SR 89A to Willard Street, is narrow, lacks sidewalk and bike lanes, and has poor drainage. Since the completion of the Mingus Avenue Extension to Cornville Road in 2004, trips on this segment of Mingus have grown to 6000 per day. The existing pavement condition is poor.

> **Fiscal/Programmatic Impact-** This project will be funded with current reserves. The total project will be $1,450,000.

Project – HURF – Pavement Maintenance (on-going)
Execute pavement maintenance contracts to extend the useful life of the streets. Pavement maintenance has typically been chip seal coating. Other types of seal coats such as slurry coats may also be used. Chip seals are the only affordable treatment for most "local streets". Cottonwood historically gets a very long useful life out all pavement types, far in excess of the expected useful life. Routine pavement maintenance is required to keep the streets from "going to gravel".

> **Fiscal/Programmatic Impact**
> Funding for this program has been transferred solely to the HURF, with the allocation of a portion of 1% sales tax taking place January 1, 2006. There is a strong need to upgrade our streets, including the addition of sidewalks when funds are available. There is $350,000 allocated to maintain streets, bridges and sidewalks throughout the community. The City's Street Maintenance Department will be responsible for the program.

Project – HURF – 12st. Reconstruction - Reconstruct S. 12th Street from Mingus Ave. to Birch. The Project will have curb and sidewalk on one both sides.

> **Fiscal/Programmatic Impact-** This project will be funded with current reserves and a CDBG Grant. The total project will be $600,000.

Project – HURF – 12st. Reconstruction 89A to Fir - This is a 3700 foot reconstruction project from SR 89A to Fir Street. The existing collector street lacks a sidewalk and is constantly potholing due to clayey subsoils. The vertical alignment does not meet standards (hills too high and valleys too low). The project would need to address the poor subsoils and add curb, gutter and sidewalk.

> **Fiscal/Programmatic Impact –** The City is planning to obtain a bond for this project and other streets projects in the amount of $3,750,000. The total cost of the project is budgeted at an expenditure of $ 2,300,000

Project – Airport – Pavement Preservation Extensive pavement preservation project across all the various pavement sections on the airport. Techniques planned include thin overlays for the older pavement and seal coating the newer pavement per the December 2006 ADOT Pavement Management Report**.**

> **Fiscal/Programmatic Impact** The $500,000 is funded 97.5% FAA and ADOT grant, with a 2.5% local share provided by the Airport Fund. This project is programmed in the 2003 Cottonwood Airport Master Plan and Airport Layout Plan (ALP).

Project - Parks – Recreation Center Construction
This project provides for the construction of a large scale Aquatics/Recreation Center, approximately 52,000 sq. ft.

> **Fiscal/Programmatic Impact**
> This project meets community health and quality of life needs for a quickly expanding community. The direct funding impact to city would be the cost of the debt service estimated to be $1.4M and another $400,000 covering a shortfall in operating costs. This project is the Cottonwood General Plan – Priority Community Service Project and the Parks & Recreation Commission 5 Year Planning Document.

<u>Public Safety</u>

Project – Police - Vehicle Replacement Program (on-going)
This project provides for the systematic replacement of police patrol vehicles before they become too costly to maintain. This year the Police Dept will purchase a motorcycle and four vehicles.

> **Fiscal/Programmatic Impact**
> This year the budgeted amount for this program is $193,030, which will be part of a $230,000 lease purchase paid through the .2% sales tax reserve. By having a newer fleet, maintenance costs are reduced as well as avoiding down time.

Project – Police – Evidence Storage Building
This project is to provide space for the growing evidence that the Police Department needs to hold. As part of the purchase of the Foxworth Galbraith building in FY 2008-09 a portion of the building will be used for the evidence storage building. The architectural design for this building is budgeted in FY 2010.

> **Fiscal/Programmatic Impact**
> This year Council budgeted $69,620 for the design of the new evidence building. This building will be a secure building and the funding for the renovation is budgeted in FY 2011.

Project – Fire – Vehicle Replacement
This program provides for the financing of a vehicle to replace the Chiefs current vehicle.

> **Fiscal/Programmatic Impact**
> The $37,000 cost is part of a $ 230,000 lease purchase, however, funded through the City of Cottonwood's .2% sales tax reserves. This administrative vehicle will replace our current unit.

Information pending from the Utility Company
Project – Utilities – Fire Flow Upgrades
Project – Utilities – Storage
Project – Utilities – Booster Pumping
Project – Utilities – Reuse Station Construction
Project – Waste Water – Booster Pumping
Project – Waste Water – Hwy 260 extension
Project – Waste Water – Increase Wet Well Capacity
Project – Waste Water – Storage/Lift Station upgrades
Project – Waste Water – Wastewater Treatment Plant Construction

Organizational Goals for the Future - Fiscal Year 2011-15

The following long-range goals address issues facing the City in the future. The timing of the various programs and projects are reflected on the five-year Capital Improvement Plan on **pages _____.** The current year is included in the City's organizational goals – Fiscal year 2010 on pages_____.

Grant Funds

Project - Airport – Acquire Land II (10.9 acres)
This program is to acquire 10.9 AC at the southwest line of the airport to meet standards for object free area (OFA) for the relocated Taxiway A.

> **Fiscal/Programmatic Impact**
> The acquisition will allow for the taxiway parallel to the runway to move an additional 90' away from the runway. This greater separation will increase safety for the Airport users. Funding for this project $700,000 is a 97.5% FAA and ADOT grant, with the City contribution 2.5% local share from the Airport Fund. This project is programmed in the 2003 Cottonwood Airport Master Plan and Airport Layout Plan (ALP).

Project – Airport - Install Automatic Weather observation Station (AWOS)
This project installs an automatic weather observation station (AWOS), a weather instrument with radio and phone communication capability that allows pilots to get remote, real-time weather information for the airport. This is required for instrument approaches and commuter service.

> **Fiscal/Programmatic Impact**
> This equipment that provides accurate weather information is an important safety issue for airport users as the airport becomes increasingly busy. The $335,000 is funded 97.5% FAA and ADOT grant, with a 2.5% local share provided by the Airport Fund. This project is programmed in the 2003 Cottonwood Airport Master Plan and Airport Layout Plan (ALP).

Project - I Airport – Design T-Hangars Apron/Taxiway
This project is to design an apron and taxiway for new T-hangars.

> **Fiscal/Programmatic Impact**
> This project allows aircraft to have a paved surface to protect propellers and jet engines from debris. The $350,000 is funded 97.5% FAA and ADOT grant, with a 2.5% local share provided by the Airport Fund. This project is programmed in the 2003 Cottonwood Airport Master Plan and Airport Layout Plan (ALP).

Project - Airport – Acquire Land III (6.7 acres)
Acquire property to meet standards for parallel taxiway object free area (OFA) area. This property adjoins the SW property line of the airport.

> **Fiscal/Programmatic Impact**
> The acquisition of this vacant land zoned R-1, will allow for the protection of the approach path of incoming planes. This increase protect approach path will increase safety for the Airport users. Funding for this project $410,000 is a 97.5% FAA and ADOT grant, with the City contribution 2.5% local share from the Airport Fund. This project is programmed in the 2003 Cottonwood Airport Master Plan and Airport Layout Plan (ALP).

Project - Airport – Grading for T-Hangars
This project is for site preparation for new T-hangars in the vicinity of the current parachute drop zone. Site will need substantial excavation of material to bring the site down to the airfield elevation.

Fiscal/Programmatic Impact
This preliminary work prior to construction will provide additional safety by reducing the risk of vandalism/tampering of aircraft by providing more secure storage in hangars. The $350,000 is funded 97.5% FAA and ADOT grant, with a 2.5% local share provided by the Airport Fund. This project is programmed in the 2003 Cottonwood Airport Master Plan and Airport Layout Plan (ALP).

Project - Airport – Environmental Review
An environmental review is needed prior to acquiring additional land for the Cottonwood Airport. Purchase of 18 acres of land at the southwest line of the airport is contemplated for several projects: relocate skydive drop zone, relocate Taxiway A, relocate the segmented circle and install an AWOS (automatic weather station.)

Fiscal/Programmatic Impact
This Project creates access to the new parachute drop zone, relocate taxiway and AWOS needed for health and safety of the users. The $200,000 is funded 97.5% FAA and ADOT grant, with a 2.5% local share provided by the Airport Fund. This project is programmed in the 2003 Cottonwood Airport Master Plan and Airport Layout Plan (ALP).

Project - Airport – Master Plan
The Airport Master Plan periodically needs updating to ensure that the airport can continue to adapt and provide the necessary facilities required to meet increasing aviation demand.

Fiscal/Programmatic Impact
This project updates the current Airport Master Plan in FY 2013. The $200,000 funded is 97.5% FAA and ADOT grant funding, with 2.5% local share provided by the Airport Plan.

<u>Physical Development</u>

Project – Administration - City Hall & Old Town Cultural Park
This project is to design and ultimately construct a New City Hall and cultural park to be located in Old Town on city-owned property.

Fiscal/Programmatic Impact
The fiscal impact of about $5,500,000 will be bonded to cover total cost over FY 2012 & FY 2013. Currently the facilities are over-crowded, old, and scattered throughout Old Town and the community. A new facility would be up to current life safety code standards, it would centralize more of city staff, eliminating unnecessary pedestrian and vehicle trips, for staff and the public.

Project –Parks - Civic Center Rehabilitation
This project is for the restoration of a valuable historical building in Old Town Cottonwood. Both internal and external renovations are needed. Such restoration would allow for the facility to continue being a functional "Civic Center" for meetings, social gatherings and cultural needs of residents.

Fiscal/Programmatic Impact
The rehabilitation is expected to carry a price tag of approximately $130,000 and is scheduled for FY 2010-11. This project anticipates financing through the State Historic Preservation Office (SHPO) since the building is on the Historical Registry in the form of a grant. The General Fund would need a 50% match in funds. Maintenance and operation expenditures should go down as the building is restored.

Project – Parks – Tennis Center Resurface
This program is to install a polyurethane coating materials to the surface of the Cottonwood Tennis Center courts. The city has five (4) tennis center courts at Garrison Park which will be resurfaced and then have the lines and court interior/exterior boundaries marked.

Fiscal/Programmatic Impact
An estimated cost of $120,000 is to be funded in FY 2011-12 from the City's 1% sales tax dedicated to general government facilities. The resurface will extend the life of the courts which are used heavily year-round.

Project – Parks – Maintenance Facility
This project is to construct a facility to house Building Maintenance Department to replace an old structure that is in dire need of repair.

Fiscal/Programmatic Impact
This project will enable the City to provide a more safe and efficient environment for two reasons: (1) increased growth in work force experienced by the department in Buildings & Parks Maintenance and, (2) the large volume increase in projects. This $560,000 project is to be funded through the City 1% sales tax in FY 2012.

Project – Parks –Roofing Project
City owned facilities will need roofing renovations by 2011/2012. In addition, the Public Safety Building and the Public Works buildings will also need major work on roofing sections by this date. Each of these nine (9) facility roofs will need membrane coating applications by a licensed/certified contractor.

Fiscal/Programmatic Impact Current Buildings facilities should properly maintained for building integrity purposes and for the health and safety of employees, public and city equipment. This project is funded at $120,000 dollars and will come out of ordinary operating revenues.

Project – Parks – Urban Trail System
This land purchase will enable the city to expand the current park acreage throughout the community to serve an ever growing community population base. The current park system and open space element has two small pocket/neighborhood parks throughout the 110 acre system. Additional trails are necessary to mitigate vehicular traffic, allow for the pursuit of outdoor recreation throughout the Cottonwood areas and provide various alternate flows for pedestrian traffic.

Fiscal/Programmatic Impact General Fund obligation and potential for State Heritage Funds to offset some of the acquisition and construction costs.

Project – Parks – Riverfront Parking & Overlay

This project depicts the need for combined parking lot areas at Riverfront Park needing major renovations. The project includes the removal of current asphalt surface materials, site prep, and installation of new asphalt/concrete mix overlay. Project will also entail the installation of curb systems along the current northeast parking lot area (200 x 150 foot parking lot) and the inside island area of the Skate-park/Roller Hockey parking lot area.

Fiscal/Programmatic Impact
These combined projects will cost approximately $125,000 and will prevent further damage of the parking area and asphalt that is already there.

Project HURF - Pavement Maintenance Program
This program executes pavement maintenance contracts to extend the useful life of the streets. Pavement maintenance has typically been chip seal coating.

Fiscal/Programmatic Impact
The first two years of the program will also include crack sealing. Other types of seal coats such as slurry coats may also be used. Chip seals are the only affordable treatment for most "local streets". Cottonwood historically gets a very long useful life out all pavement types, far in excess of the expected useful life. Routine pavement maintenance is required to keep the streets from "going to gravel". This ongoing program is funded through HURF fund and the 1% construction sales tax initiated January 1, 2006.

Project – HURF - 6th Street Reconstruction
This reconstructs 2,600 feet of pavement from Mingus Avenue to SR 89A. The pavement thickness will be improved with the project, to ensure it can handle the weight and the volume of traffic. The drainage problem will also be addressed.

Fiscal/Programmatic Impact
This $700,000 reconstruction will have a 20 year useful life. A street of this quality in industrial areas as this one promotes business retention and development. This is a HURF and 1% construction sales tax project.

Project – HURF – 10th Street Reconstruction
Add curb and sidewalk to the east side of North 10th Street. Mill and overlay the pavement to tie the project in.

Fiscal/Programmatic Impact Create a safe place for pedestrians. Use local "Sidewalk" Fund or street reserves for the project funding of $500,000.

Project – HURF – E Mingus Reconstruction
Mill and overlay the pavement on East Mingus Avenue from Willard Street to Main St. As a major collector street, traffic has increased to 10,000 vehicles per day.

Fiscal/Programmatic Impact This new pavement section will have a 20-year useful life. The funding amount for this project is $1,700,000 and will either come from reserves or will have to be funded through outside sources.

Project – Utilities - Construction Manager at Risk
This project is the continued funding of a Construction Manager at Risk to track the arsenic mitigation needs and the development of the water infrastructure.

Fiscal/Programmatic Impact
Fiscal impact will be $500,000 per year to cover needed maintenance and construction to the existing water lines and to further develop the water system. These funds will be covered by the current water reserves.

Project – Utilities - Replacement of Main Line Valves (on-going)
This project calls for the progressive replacement of defective or damaged main line valves.

Fiscal/Programmatic Impact
This continuous program replaces defective or damaged valves that are discovered during valve exercising procedures. Funding for this project is through system improvements reserves.

Project – Utilities - Arsenic Mitigation (on-going)
The new federal regulations require reduction in arsenic concentrations in potable water to ten (10) parts per billion or less. This regulation is an unfunded mandate and the City is required to bear the full cost of compliance. This program will fund the lease of the arsenic treatment systems.

Fiscal/Programmatic Impact
This program will provide customers with drinking water in compliance with new Federal arsenic regulation and avoid costly noncompliance fines and sanctions. The annual $925,000 project will be funded through System Improvement Reserves currently in the water fund.

Project – Utilities – Fire Flow Upgrades
This program replaces undersized, substandard and defective water lines and installs fire hydrants in areas which do not currently have a sufficient amount to provide adequate fire protection

Fiscal/Programmatic Impact
This program will allow increased fire protection capability and replace substandard and/or defective water lines which inhibit safe delivery of potable water. It will also reduce the amount of waterline repairs. The $500,000 annual cost will be provided through system improvement reserves and user fees.

Project – Utilities – Other System Improvements
This program provides for improving well capacity, as well as storage and booster pumping.

Fiscal/Programmatic Impact
The $100, 000 annual allocation will improve overall capacity of the system over the next five years and will provide for the continued growth in the Cottonwood area. The funding will be absorbed by the system improvements fund and user fees.

Public Safety

Project –Public Safety – Fire Stations
Design and construct a fire station on or near Bill Gray Road to serve the development and growth projections for the Cornville Road/Mingus Avenue & Hwy 89A annexation area. New development

plans for that area indicate the need to establish a fire station in that area in the next two to three years. By establishing the City's presence in that area with a future fire station, the City is positioned for the expected growth and development and for future annexations of areas to the north and east.

Fiscal/Programmatic Impact –
The need for an additional Fire Station is evident as growth in the area has the current Fire staff very busy. The fiscal impact would be to obtain bonding to fund the construction and design of the new building, the planned costs are FY 2012 $1,620,000 and FY 2015 $2,300,000.

Project – Public Safety – Fire Vehicle Replacement –
This project provides for the systematic replacement of Fire Vehicles before they become too costly to maintain.

Fiscal/Programmatic Impact
The budget amounts for the next five years total $158,000 and will be funded by lease purchase paid through the .2% sales tax reserves. By having a newer fleet, maintenance costs are reduced as well as avoiding down time.

Project – Public Safety – Fire Engine Pumper Type 1-
Due to increased demand for emergency services and related activities we were awarded a SAFER grant to hire 12 additional firefighters to man another engine company. Currently we have two first line fire engines; however one of these engines is over 12 years old and has in excess of 140,000 miles. While we anticipate that this engine will meet our needs for the next 12 to 24 months, we will need to make provision for a replacement.

Fiscal/Programmatic Impact
The budget amount for the Fire Engine Pumper Type 1 is $500,000 and will be funded by lease purchase paid through the .2% sales tax reserves.

Project – Public Safety – Police Vehicle Replacement –
This project provides for the systematic replacement of police patrol vehicles before they become too costly to maintain.

Fiscal/Programmatic Impact
The budget amounts for the next five years total $594,000 and will be funded by lease purchase paid through the .2% sales tax reserves. By having a newer fleet, maintenance costs are reduced as well as avoiding down time.

Project – Public Safety – Regional Communications Building
Design and construct a Regional Communications Building to handle all of the local dispatching for the Verde Valley Area. The new building will be constructed on land owned by the City next to the current Public Safety Building.

Fiscal/Programmatic Impact
The budget amount for this project is $3,700,000 and will be funded by bonding and paid through the .2% sales tax reserves.

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Five-Year Capital Improvement Plan

A Capital Improvement Plan (CIP) is a multi-year plan that projects spending for anticipated capital projects. The City's CIP represents a five-year program totaling $70,671,940, which includes $18,564,530 in reserves. This figure is imposing and cannot realistically be funded from normal operating revenues (pay-as-you-go financing). It will be necessary for many of the proposed improvements to be funded through other sources. Such funding sources may be the issuance of bonds, lease purchases and grants.

It is important to note that the CIP is intended to be a plan and a process, rather than a budget. Therefore, projects may be altered in subsequent years. Projects qualifying for the City's CIP shall have a total value of $35,000 or greater.

As in the past fiscal years, we have programmed and will continue restricting revenues specifically designated to capital improvements projects. There are policies outlining the requirements of the various restricted revenue sources. Restricted revenues have multiple projects assigned based on council guidance.

GRANTS FUND POLICY

- Any grant that is programmed yet funding is not attained, will not be allowed to proceed.
- Grants will only be budgeted if there is a strong indication that it will be obtained.
- All grant application will be reviewed by staff for funding ability prior to application to ensure availability of matching funds.
- Priority will be given to grant matching funds.
- Sizeable matching funds and/or large percentage of contribution may keep some grants from being solicited.

Grants Fund

Funding Availability	2010-11	2011-12	2012-13	2013-14	2014-15
Beginning Balance	$1,125,000	$1,125,000	$1,050,000	$1,050,000	$1,050,000
FAA Aeronautic Grants	318,250	522,500	855,000	389,500	1,199,400
ADOT Airport Matching	8,375	13,750	22,500	10,250	30,000
Airport Fund Matching	8,375	13,750	22,500	10,250	30,000
Funds Available	$1,460,000	$1,675,000	$1,950,000	$1,460,000	$2,309,400
Planned Expenditures					
Airport					
Airport Master Plan			200,000		
Land Acquisition (10.9 acres)			700,000		
Relocate Segmented Circle					39,000
Land Acquisition (6.7 acres)				410,000	
Install All Weather Operating System	335,000				
Construct T-hangar Apron		350,000			
Apron Expansion Grading					1,200,000
Relocate Drop Zone/Environmental Review		200,000			
Install JetA Tank		75,000			
Subtotal Planned Expenditures	335,000	625,000	900,000	410,000	1,239,000
Resources Available	$1,125,000	$1,050,000	$1,050,000	$1,050,000	$1,070,400

0.2% SALES TAX

This revenue source is derived from a .2% sales tax originally designated for the payment of debt service on the Public Library. November of 1998 voters requested that any amount collected above the necessary debt service be restricted to capital improvements. Any deficits showing in the five year plan will be covered by General Fund reserves.

- Current commitments are priority
  - Library Debt Service
  - Public Safety Building – GADA Loan
  - Public Safety Furnishings - Lease Purchase
  - Public Safety Fleets
- Restricted to Public Safety capital
  - 1st priority is fleet
  - 2nd priority is to other projects

.2% Sales Tax – Public Safety

Funding Availability	Notes	2010-11	2011-12	2012-13	2013-14	2014-15
Beginning Balance	1	$246,111	$326,308	($83,340)	($580,008)	($1,006,835)
Annual Deposit (net of DS)	1	549,113	524,877	544,412	559,673	739,512
Grant Funding						
GOHS DUI Vehicle		25,000				
Miscellaneious Income						
Interest Income	3	8,614				
Other Financing Sources	2					
LP - Engine Pumper Type I		500,000				
LP - PD Vehicles - 10-15			287,000		307,000	
LP - FD Vehicles - 10-15			77,000		81,000	
GADA - Fire Stations			1,620,000			2,300,000
Bonds - Regional Communications Bldg		4,060,000				
Revenue		5,388,838	2,835,185	461,072	367,665	2,032,677
Financing Commitments						
GADA - Public Safety Building		267,830	267,725	271,700	0	0
Other Financing Uses						
LP - PS Vehicles 09-10		51,000	51,000	51,000	51,000	25,000
LP - Police Vehicles		101,800	101,800			
LP - Fire Dept.		90,000	90,000	90,000	90,000	10,790
LP - Police Vehicles			33,300	66,600	66,600	102,100
LP - Fire Dept.			9,000	18,000	18,000	27,000
LP - FD Engine Pumper Type I			23,000	46,000	46,000	46,000
LP-Mobile Data Terminals. PD Vehicles 08-09		171,900	171,900	82,880		
GADA - Fire Stations				108,100	108,100	108,100
GADA - Regional Communications Bldg			270,800	270,800	270,800	270,800
Subtotal Commitments		682,530	1,018,525	1,005,080	650,500	589,790
Revenue (net of commitments)		4,706,308	1,816,660	(544,008)	(282,835)	1,442,887
Planned Expenditures						
Fire						
Fire Stations GADA		120,000	1,500,000		300,000	2,000,000
Fire Engine Pumper Type 1		500,000				
Fire Vehicles - 09-10 Lease Purchase			77,000		81,000	
Police						
Police Vehicle Replacement - 09-10 Lease Purchase			287,000		307,000	
Regional Communications Bldg		3,700,000				
Mobile Data Connectivity		60,000	36,000	36,000	36,000	36,000
Subtotal Planned Expenditures		4,380,000	1,900,000	36,000	724,000	2,036,000
Resources Available		326,308	(83,340)	(580,008)	(1,006,835)	(593,113)

1.0% SALES TAX

This revenue source is derived from a 1.0% sales tax originally designated for the payment of debt service on the Wastewater Treatment Plant. This tax was to sunset on July 1, 2007, however, the City Council approved to implement a 1% Sales Tax effective July 1, 2007 to be used for capital improvement projects.

Anticipated commitment of funds

- Cover Shortfall & Debt Service for Recreation Center
- Remaining Split
  - 50% General Government M&O
  - 20% Government Facilities
  - 30% Street Improvements

1.0% Sales Tax

Funding Availability	2010-11	2011-12	2012-13	2013-14	2014-15
Beginning Balance	$2,869,867	$2,411,770	$983,086	$1,579,360	$2,297,788
Annual Deposit	1,860,223	1,755,179	1,760,141	1,772,325	1,782,986
Grant Funding					
Urban Trails System		40,000	40,000		
Tennis Center 6 Plex Facility				200,000	
Pocket Neigborhood Parks		90,000		100,000	
OT Field Conversion to Cultural Park		20,000	60,000		
Miscellaneous Income					
Interest Income	100,445	84,412	34,408	55,278	80,423
Other Financing Sources					
Bonds - City Hall			5,500,000		
GADA - Large Park Acreage - Future Ball Field				3,500,000	
Funds Available	4,830,535	4,401,361	8,377,635	7,206,963	4,161,197
Financing Commitments					
GADA - Recreation Center	1,542,075	1,543,275	1,538,275	1,542,275	1,539,875
Bonds - City Hall				366,900	366,900
GADA - Large Park Acreage - Future Ball Field					265,700
Subtotal Commitments	1,542,075	1,543,275	1,538,275	1,909,175	2,172,475
Revenue (net of commitments)	$3,288,460	$2,858,086	$6,839,360	$5,297,788	$1,988,722
Planned Expenditures					
Culture & Recreation					
Civic Center Renovation	130,000				
Urban Trail System		80,000	80,000		
Tennis Center Resurface		120,000			
Tennis Center 6 Plex Facility				550,000	
Large Park Acreage - Future Ball Field & Sports Park				2,000,000	1,500,000
RF Parking Curb & Asphalt Overlay - Old Section	300,000				
Various Park Acreage - Pocket Neigborhood Parks		250,000		450,000	
Kids Park Restroom Facility		150,000			
Kids Park Play Apparatus	37,000				
Backhoe	68,000				
Roller Hockey Court Board Replacement			60,000		
Skate Park Completion		45,000			
General Government					
City Wide - Roofing Project		120,000			
Maintenance Building		560,000			
Old Town Parking Lots	250,000				
Old Town Field Conversion to Cultural Park		50,000	120,000		
City Hall - Bonding		500,000	5,000,000		
GIS Services-Community Development	91,690				
Subtotal Planned Expenditures	876,690	1,875,000	5,260,000	3,000,000	1,500,000
Resources Available	$2,411,770	$983,086	$1,579,360	$2,297,788	$488,722

HIGHWAY USER REVENUE FUND (HURF) AND TRANSIT

These funding sources come from several areas. State HURF may be used for maintenance and operations as well as capital projects. The City also approved an increase, back in January 2006, in the city's tax on construction activities, by 1% to be designated to street improvements. Another is grant funding for major street projects, and finally a portion of the 1% City Sales Tax mentioned in the previous restricted revenue section. These sources have council imposed guidelines.

- 1% construction sales tax will be used by this fund.
- A portion of the 1% general sales tax will be allocated to HURF after the Recreational Center Debt Service and need for maintenance operations is met
- Uses of these revenue resources
  - Street Department M&O
  - Street construction
  - Street Capital
  - Transit programs
- All major street projects will have a 10% restricted funding component to be used for
  - Sidewalks
  - Landscape
  - Bike paths & trails

Highway User Revenue Fund - HURF

Funding Availability	2010-11	2011-12	2012-13	2013-14	2014-15
Beginning Balance	$2,505,535	$2,460,441	$1,620,555	$543,654	$1,519,737
HURF Funds (net M&O)	265,550	257,120	247,620	1,185,290	1,185,291
1% Construction Sales Tax	194,481	204,205	214,415	225,136	236,393
General Fund Contribution (including portion of 1% Sales Tax)	317,855	332,799	345,074	364,667	383,417
Grants					
Federal Grant - Willard Street					2,800,000
Other Financing Sources					
GADA Loan - E. Mingus Ave. Reconstruction				1,700,000	
Funds Available	$3,283,421	$3,254,565	$2,427,664	$4,018,747	$6,124,838
Financing Commitments					
GADA Loan - 12th St. & Mingus Ave.	344,010	344,010	344,010	344,010	344,010
GADA Loan - E. Mingus Ave. Reconstruction					167,000
Subtotal Commitments	344,010	344,010	344,010	344,010	511,010
Revenue (net of commitments)	$2,939,411	$2,910,555	$2,083,654	$3,674,737	$5,613,828
Planned Expenditures					
Streets Construction & Maintenance					
Pavement Maintenance Program	350,000	360,000	360,000	375,000	375,000
Sidewalk Additions Alternative	80,000	80,000	80,000	80,000	80,000
6th St. Reconstruction		700,000			
North Main Streetr Paving					1,100,000
E. Mingus Ave. Reconstruction				1,700,000	
Main St to Mingus					3,000,000
10th Street Reconstruction			500,000		
12 S. St. Reconstruction			600,000		
GIS Services	48,970				
Street Sweeper		150,000			
Gannon Tractor					45,000
Subtotal Planned Expenditures	478,970	1,290,000	1,540,000	2,155,000	4,555,000
Resources Available	$2,460,441	$1,620,555	$543,654	$1,519,737	$1,058,828

WASTERWATER USER FEES

User fees are planned to be adjusted for Wastewater to produce sufficient revenues to cover capital projects that are planned for the future in this department. Other revenue sources have been allocated to assist this enterprise fund with its capital needs. The beginning balance for 2010-11 reflects a transfer in from a portion of the Capital Improvements fund reserves for 8M in FY2009-10.

Wastewater User Fees

Funding Availability	2010-11	2011-12	2012-13	2013-14	2014-15
Beginning Balance	**$10,365,158**	**$8,046,188**	**$6,129,055**	**$6,144,822**	**$5,479,000**
Miscellaneous					
Interest Income	**362,781**	**281,617**	**214,517**	**215,069**	**191,765**
Other Funding Sources					
Bonding/WIFA Loan 2012-13			**2,000,000**		
Funds Available	**$10,727,938**	**$8,327,805**	**$8,343,572**	**$6,359,890**	**$5,670,765**
Financing Commitments					
Bonding / WIFA Loan 2009-10	**333,500**	**333,500**	**333,500**	**333,500**	**333,500**
Bonding / WIFA Loan 2012-13				**147,390**	**147,390**
Subtotal Commitments	**333,500**	**333,500**	**333,500**	**480,890**	**480,890**
Revenue (net of commitments)	**$10,394,438**	**$7,994,305**	**$8,010,072**	**$5,879,000**	**$5,189,875**
Planned Expenditures					
Wastewater					
Riverfront Park Reclamation Facility	**1,375,000**	**1,375,000**	**1,375,000**		
Storage	**400,000**			**400,000**	
GIS Services	**18,000**				
UV Disinfection Lamps and Hardware	**40,000**				
Wastewater Treatment Plant Construction	**490,250**	**490,250**	**490,250**		
Subtotal Planned Expenditures	**2,348,250**	**1,865,250**	**1,865,250**	**400,000**	**0**
Resources Available	**$8,046,188**	**$6,129,055**	**$6,144,822**	**$5,479,000**	**$5,189,875**

WATER USER FEES

The Water Utility, like the Wastewater, is designed to be self sufficient. It provides enough revenue to cover maintenance, operations, administration, debt service, and capital improvements. User fees provide the majority of the revenue for this utility. Upon acquisition of the water companies, the City included additional proceeds in the bond issue for future system improvements. That has come in useful since the system was in need of some serious attention.

Water User Fees

Funding Availability	2010-11	2011-12	2012-13	2013-14	2014-15
Beginning Balance	$9,158,894	$7,492,134	$6,213,375	$4,934,617	$3,905,860
User Fees	1,258,940	1,258,941	1,258,942	1,258,943	1,258,944
Funds Available	$10,417,834	$8,751,075	$7,472,317	$6,193,560	$5,164,804
Financing Commitments					
Bonding or WIFA Loan	412,700	412,700	412,700	412,700	412,700
Subtotal Commitments	412,700	412,700	412,700	412,700	412,700
Revenue (net of commitments)	$10,005,134	$8,338,375	$7,059,617	$5,780,860	$4,752,104
Planned Expenditures					
Water					
Arsenic	925,000	925,000	925,000	925,000	925,000
Valves	100,000	100,000	100,000	100,000	100,000
Wells Improvments	370,000				
Fire Flow Upgrades	500,000	500,000	500,000	250,000	250,000
Booster Pumping	100,000	100,000	100,000	100,000	100,000
Construction Manager at Risk	500,000	500,000	500,000	500,000	500,000
GIS Services	18,000				
Hwy 260 Water System Upgrades					
Subtotal Planned Expenditures	2,513,000	2,125,000	2,125,000	1,875,000	1,875,000
Resources Available	$7,492,134	$6,213,375	$4,934,617	$3,905,860	$2,877,104

The City will enter into an operating lease contract for its arsenic treatment equipment and will be hiring a Arsenic Specialist to help defray cost and will explore new technologies as they develop in the future.

SUMMARY OF CAPITAL

Funding Availability	2010-11	2011-12	2012-13	2013-14	2014-15
Beginning Balance	$25,361,315	$20,943,978	$14,994,867	$12,754,581	$12,327,686
Taxes	2,921,672	2,817,060	2,864,042	2,921,801	3,142,308
User Fees	1,258,940	1,258,941	1,258,942	1,258,943	1,258,944
Excess Revenue	265,550	257,120	247,620	1,185,290	1,185,291
Grants	351,625	686,250	977,500	699,750	4,029,400
Interest Income	$463,226	$366,029	$248,925	$270,346	$272,188
Other Financing Sources	4,568,375	1,997,750	7,522,500	5,598,250	2,330,000
Revenue	35,190,703	28,327,127	28,114,396	24,688,961	24,545,817
Financing Commitments					
Annual Debt Service - Bonds & Capital Leases	3,314,815	3,652,010	3,633,565	3,797,275	4,166,865
Subtotal Commitments	3,314,815	3,652,010	3,633,565	3,797,275	4,166,865
Revenue (net of commitments)	$31,875,888	$24,675,117	$24,480,831	$20,891,686	$20,378,952
Planned Expenditures					
General Government	341,690	1,230,000	5,120,000	0	0
Public Safety	4,380,000	1,900,000	36,000	724,000	2,036,000
Culture & Recreation	535,000	645,000	140,000	3,000,000	1,500,000
Streets	478,970	1,290,000	1,540,000	2,155,000	4,555,000
Airport	335,000	625,000	900,000	410,000	1,239,000
Enterprise	4,861,250	3,990,250	3,990,250	2,275,000	1,875,000
Subtotal Planned Expenditures	10,931,910	9,680,250	11,726,250	8,564,000	11,205,000
Resources Available	$20,943,978	$14,994,867	$12,754,581	$12,327,686	$9,173,952

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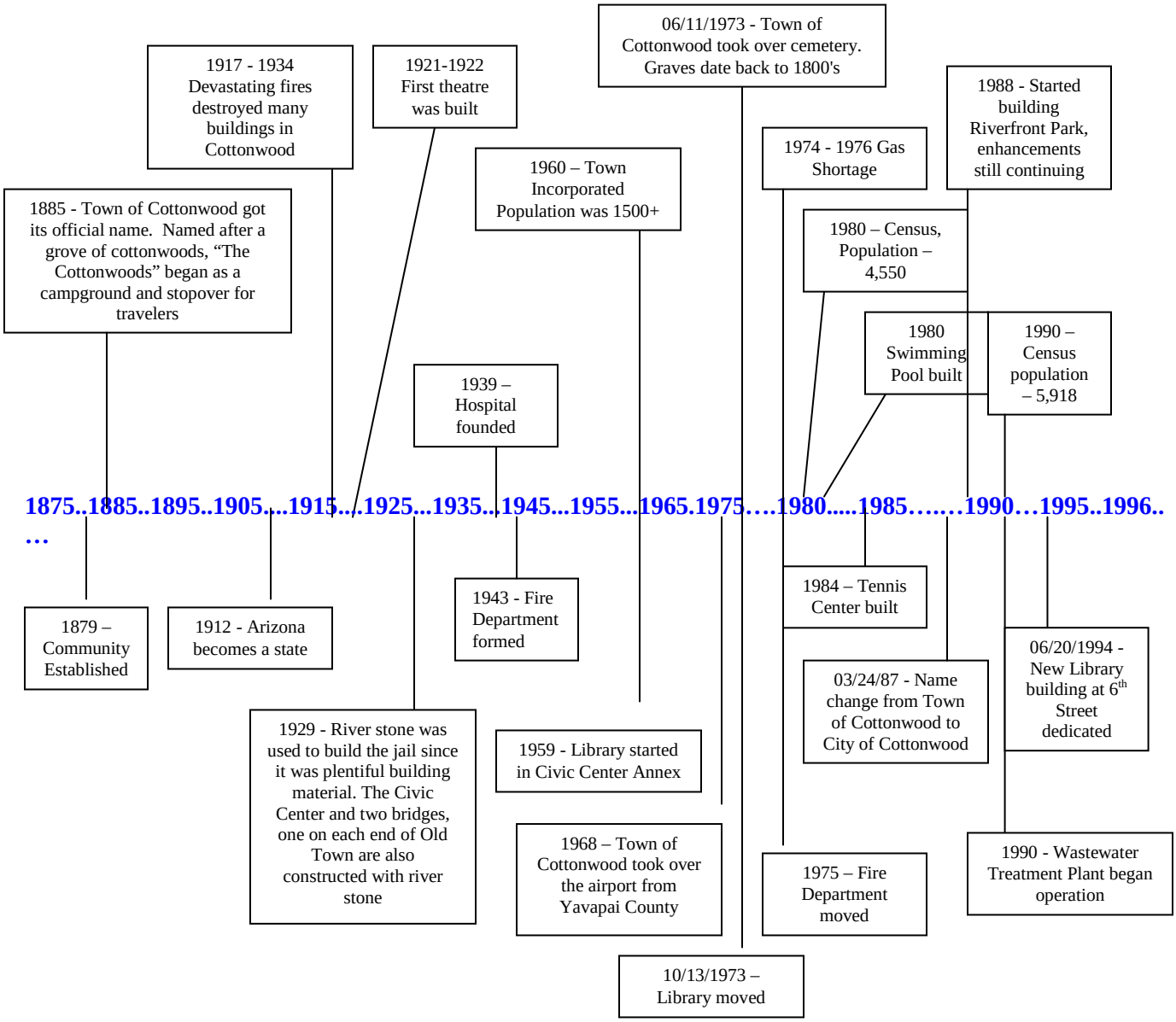
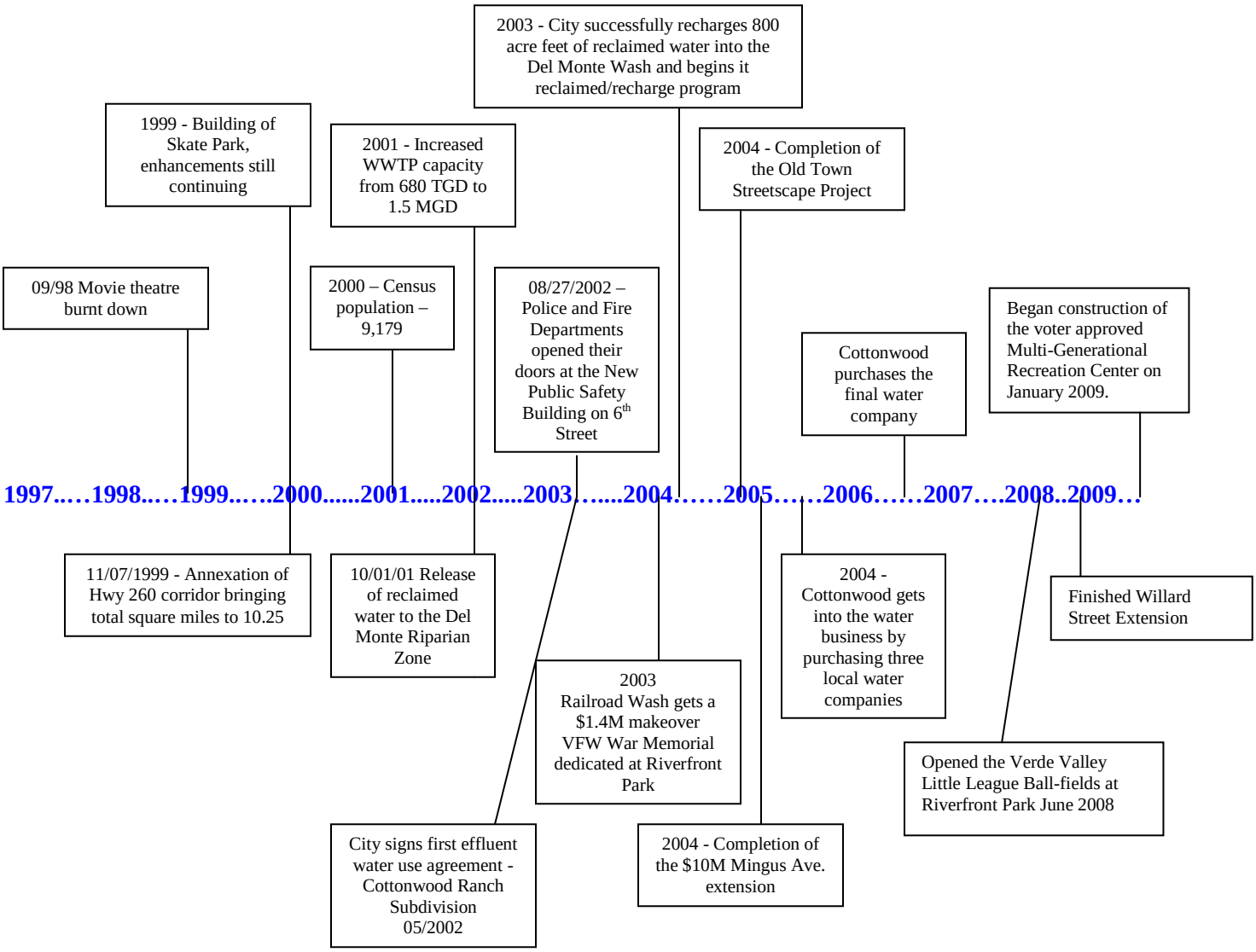

1875..1885..1895..1905....1915....1925...1935...1945...1955...1965.1975....1980.....1985.....1990...1995..1996....
1879 – Community Established
1885 - Town of Cottonwood got its official name. Named after a grove of cottonwoods, "The Cottonwoods" began as a campground and stopover for travelers
1912 - Arizona becomes a state
1917 - 1934 Devastating fires destroyed many buildings in Cottonwood
1921-1922 First theatre was built
1929 - River stone was used to build the jail since it was plentiful building material. The Civic Center and two bridges, one on each end of Old Town are also constructed with river stone
1939 – Hospital founded
1943 - Fire Department formed
1959 - Library started in Civic Center Annex
1960 – Town Incorporated Population was 1500+
1968 – Town of Cottonwood took over the airport from Yavapai County
06/11/1973 - Town of Cottonwood took over cemetery. Graves date back to 1800's
10/13/1973 – Library moved
1974 - 1976 Gas Shortage
1975 – Fire Department moved
1980 – Census, Population – 4,550
1980 Swimming Pool built
1984 – Tennis Center built
1988 - Started building Riverfront Park, enhancements still continuing
03/24/87 - Name change from Town of Cottonwood to City of Cottonwood
1990 – Census population – 5,918
1990 - Wastewater Treatment Plant began operation
06/20/1994 - New Library building at 6th Street dedicated


2003 - City successfully recharges 800 acre feet of reclaimed water into the Del Monte Wash and begins it reclaimed/recharge program
1999 - Building of Skate Park, enhancements still continuing
2001 - Increased WWTP capacity from 680 TGD to 1.5 MGD
2004 - Completion of the Old Town Streetscape Project
09/98 Movie theatre burnt down
2000 – Census population – 9,179
08/27/2002 – Police and Fire Departments opened their doors at the New Public Safety Building on 6th Street
Began construction of the voter approved Multi-Generational Recreation Center on January 2009.
Cottonwood purchases the final water company
1997.…1998.…1999.….2000.....2001.....2002.....2003….....2004……2005……2006……2007….2008..2009…
11/07/1999 - Annexation of Hwy 260 corridor bringing total square miles to 10.25
10/01/01 Release of reclaimed water to the Del Monte Riparian Zone
2004 - Cottonwood gets into the water business by purchasing three local water companies
Finished Willard Street Extension
2003 Railroad Wash gets a $1.4M makeover VFW War Memorial dedicated at Riverfront Park
Opened the Verde Valley Little League Ball-fields at Riverfront Park June 2008
City signs first effluent water use agreement - Cottonwood Ranch Subdivision 05/2002
2004 - Completion of the $10M Mingus Ave. extension

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Long Range Financial Projections

GENERAL FUND

Revenues	FY 2010-11	FY 2011-12	FY 2012-13	FY 2013-14	FY 2014-15
Taxes	$9,188,974	$9,463,611	$9,733,008	$10,225,184	$10,236,963
Licenses and Permits	292,260	299,565	307,051	314,724	322,587
Intergovernmental Revenues	3,628,714	3,343,238	3,128,707	2,955,649	2,905,637
Charges for Services	1,443,690	1,479,560	1,516,528	1,554,424	1,592,605
Fines and Forfeitures	8,305	8,464	8,718	8,979	8,979
Use of Monies & Properties	61,500	64,575	67,804	71,194	74,754
Miscellaneous Revenues	31,775	32,569	33,383	34,217	35,071
Other Financing Sources	30,230	32,290	32,290	8,800	8,800
Total Revenues	$14,685,448	$14,723,872	$14,827,489	$15,173,171	$15,185,396

Expenditures	FY 2010-11	FY 2011-12	FY 2012-13	FY 2013-14	FY 2014-15
General Government	$6,204,224	$6,428,128	$6,583,979	$6,375,658	$6,635,032
Public Safety	7,072,630	7,446,160	7,839,800	8,254,730	8,692,010
Culture & Recreation	2,257,979	2,374,410	2,496,900	2,625,680	2,761,130
Total Expenditures	**$15,534,833**	**$16,248,698**	**$16,920,679**	**$17,256,068**	**$18,088,172**
Gain/(Loss)	($849,385)	($1,524,826)	($2,093,190)	($2,082,897)	($2,902,776)

CONCLUSION

The result of this five-year analysis demonstrates that operating revenues will not keep up with operating expenditures for the General Fund in the next five years. This situation is reflective of the City's inability to increase substantially the current revenue streams via rate increases or through diversifying the current revenues through additional fees or charges for services

Other issues that are out of the City's control are some of the rising employee benefits costs. Health insurance for employees and their dependents increased by 12% for FY 2009-10 and will mostly likely continue to escalate July 01, 2010. Fortunately, workman's compensation has been improving in recent years, thus lowering City's experience modifier (E-mod).

There are required capital reserves that need to be met. To fund these reserves the General Fund will run a deficit in current operating that will have to be covered by fund balance. That, too, poses a different set of issues.

The S.A.F.E.R. Grant revenue, which funds 90% of the cost of the 12 new firefighters in 2009-10, will reduce every year until it is completely eliminated in FY 2013-14. At that time the City will be solely responsible for funding the 12 new firefighters. The new Multi-generational Recreation Center will be fully operational for a whole year starting in FY 2010-11 and is forecasted to only cover 60% of its expenditures through its own revenue stream.

The above analysis reflects a conservative view of current City revenues sources and the Department Heads estimated costs to carry on current level of services into the projected periods. Staff will monitor and make recommendations as the various budget periods come up for funding. Currently the General Fund has reserves to handle any of these deficits, but efforts will be made to avoid tapping into reserves.

SPECIAL REVENUE FUND

Revenues	FY 2010-11	FY 2011-12	FY 2012-13	FY 2013-14	FY 2014-15
Street Department	$1,392,670	$1,457,520	$1,522,100	$1,596,510	$1,672,870
Transit System	1,245,640	1,283,000	1,321,500	1,361,150	1,401,980
Library	918,910	964,860	1,013,100	1,063,750	1,116,950
Airport	408,800	421,060	433,700	446,710	460,110
Grants	500,000	500,000	500,000	500,000	500,000
CDBG	0	0	0	0	0
Total Revenues	**$4,466,020**	**$4,626,440**	**$4,790,400**	**$4,968,120**	**$5,151,910**

Expenditures	FY 2010-11	FY 2011-12	FY 2012-13	FY 2013-14	FY 2014-15
Street Department	$1,599,700	$1,681,390	$1,767,260	$1,857,560	$1,952,480
Transit System	1,079,310	1,133,300	1,190,010	1,249,520	1,311,990
Library	918,910	964,860	1,013,100	1,063,750	1,116,950
Airport	345,810	354,920	364,260	373,800	383,550
Grants	500,000	500,000	500,000	500,000	500,000
CDBG	0	0	0	0	0
Total Expenditures	**$4,443,730**	**$4,634,470**	**$4,834,630**	**$5,044,630**	**$5,264,970**
Gain/(Loss)	**$22,290**	**($8,030)**	**($44,230)**	**($76,510)**	**($113,060)**

CONCLUSION

Street Department

Revenues are a bit more stable in the HURF due to the City Council approving a 1% Contracting Activities Sales Tax designated for street improvements. Deficits are anticipated, however, the shift of Capital Projects will help ease this funds fiscal problems.

Transit System

Revenues are primarily from Arizona Department of Transportation (ADOT) – Transit Division grants that reimburse 50% of operational costs and 80% of administrative costs to run the program. Additional funds come from intergovernmental agreements with the Town of Clarkdale, Yavapai County, Northern Arizona Council of Governments (NACOG), Department of Economic Security (DES), and some local area assisted living facilities. Any expenditure over revenues is absorbed by HURF funding not used by the Street Department.

Other Departments

The remaining departmental expenditures are tied to the actual revenues received. Any expenditure that exceeds the projected revenue sources will be paid for through a General Fund transfer in. Deficits will be covered by existing fund balances availability.

DEBT SERVICE FUND

Revenues	FY 2010-11	FY 2011-12	FY 2012-13	FY 2013-14	FY 2014-15
Interest Income	$14,930	$15,880	$16,300	$13,280	$13,610
User Fees	0	0	0	0	0
City Sales Tax	1,701,775	1,694,325	1,700,575	1,539,875	1,541,275
Total Revenues	**$1,716,705**	**$1,710,205**	**$1,716,875**	**$1,553,155**	**$1,554,885**

Expenditures	FY 2010-11	FY 2011-12	FY 2012-13	FY 2013-14	FY 2014-15
Trustee Fees	$20,500	$21,010	$21,540	$22,080	$22,630
Interest Payments	816,775	779,325	740,575	699,875	666,275
Principal Payments	885,000	915,000	960,000	840,000	875,000
Total Expenditures	**$1,722,275**	**$1,715,335**	**$1,722,115**	**$1,561,955**	**$1,563,905**
Gain/(Loss)	**($5,570)**	**($5,130)**	**($5,240)**	**($8,800)**	**($9,020)**

CONCLUSION

The special two-tenths of a percent (.2 %) city sales tax enacted in 1992, funds the debt service of the Library Project of 1992. The coverage of income to debt payment is expected to increase from 5.4x in FY 2008-09 to 6.4x in FY 2009-10. This trend is expected to continue to increase, demonstrating exceptional coverage. Final disposition of the library debt service and the .2% sales tax is July 1, 2013.

The Debt Service for the recreation center is reflected in this debt service fund. The revenues to cover the Recreation Center payments come directly from sales tax and are transferred into the debt service fund on a monthly basis. The Recreation Center payments will be reflected in the Debt Services Fund until August 2027.

The Debt Service for the water company is reflected in the Enterprise Funds. January 2006 was the month in which the City of Cottonwood completed the acquisition of the Cottonwood Water Company. Currently this fund has ample reserves to cover this deficit.

ENTERPRISE FUND – SEWER & WATER

Revenues	FY 2010-11	FY 2011-12	FY 2012-13	FY 2013-14	FY 2014-15
Interest Income	969,000	993,910	1,019,490	1,045,710	1,072,620
User Fees	7,065,670	7,249,850	7,438,840	7,632,780	7,831,830
Miscellaneous Income	214,660	220,890	227,310	233,900	240,700
Total Revenues	**$8,249,330**	**$8,464,650**	**$8,685,640**	**$8,912,390**	**$9,145,150**

Expenses	FY 2010-11	FY 2011-12	FY 2012-13	FY 2013-14	FY 2014-15
Operations	3,449,240	3,623,270	3,806,090	3,998,190	4,199,990
Administration	932,310	978,970	1,027,940	1,079,390	1,133,360
Debt Service	2,533,906	2,525,312	2,515,050	2,573,770	2,580,493
Total Expenses	**$6,915,456**	**$7,127,552**	**$7,349,080**	**$7,651,350**	**$7,913,843**
Gain/(Loss)	**$2,319,246**	**$2,304,422**	**$2,287,740**	**$2,339,870**	**$2,339,793**

CONCLUSION

The Enterprise Funds, which includes the Water and Wastewater Divisions are both self-sufficient and depend on their user fees to fund their operations. The Wastewater Division is no longer being subsidized by the special one-percent sales tax enacted in 1987, or the General Fund. The City began "weaning" itself off the dependence of this subsidy in FY 2000-01 and now relies predominately on user fees.

The Water Division also relies on only its user fees still fund all of its operations, including capital projects and debt service. Original bond distributions assist the company to handle some system improvements. Other revenue sources for both divisions are interest on investments, building rentals, sale of effluent, and miscellaneous income.

INTERNAL SERVICE FUND

Revenues	FY 2010-11	FY 2011-12	FY 2012-13	FY 2013-14	FY 2014-15
Interest Income	$8,240	$8,490	$8,740	$9,000	$9,270
Total Revenues	**$4,060**	**$4,182**	**$4,307**	**$4,436**	**$4,570**

Expenditures	FY 2010-11	FY 2011-12	FY 2012-13	FY 2013-14	FY 2014-15
Benefits Paid	$26,990	$28,340	$29,750	$31,240	$32,800
Total Expenditures	$26,990	$28,340	$29,750	$31,240	$32,800
Gain/(Loss)	**($22,930)**	**($24,158)**	**($25,443)**	**($26,804)**	**($28,23)**

CONCLUSION

This fund includes our Employee Benefits Trust Fund, which used to be the City's health insurance for employees and dependents. In FY 2001-02, the City became a member of the Verde Valley Employee Benefits Pool, which provides health, dental, and vision coverage for many of the schools and cities in the Verde Valley. This fund now funds the City's short-term disability coverage for the City employees. Reserves will be used to fund deficits.

CEMETERY TRUST FUND

Revenues	FY 2010-11	FY 2011-12	FY 2012-13	FY 2013-14	FY 2014-15
Other Income	$40	$40	$40	$40	$40
Charges for Services	$3,610	$3,720	$3,830	$3,950	$4,070
Total Revenues	**$3,650**	**$3,760**	**$3,870**	**$3,990**	**$4,110**

Expenditures	FY 2010-11	FY 2011-12	FY 2012-13	FY 2013-14	FY 2014-15
Operations	$78,560	$82,490	$86,600	$90,920	$95,460
Total Expenditures	**$78,560**	**$82,490**	**$86,600**	**$90,920**	**$95,460**
Gain/(Loss)	**($74,910)**	**($78,730)**	**($82,730)**	**($86,930)**	**($91,350)**

CONCLUSION

The City will continue to subsidize the operations of the cemetery from the General Fund for the next five years. Volunteers established the cemetery in the 1880's. Burials were provided at cost over the years and perpetual care funds were never established. The City took over the operations of the cemetery in 1976. At that time, most plots were either reserved or filled. The City is responsible for the perpetual maintenance of the cemetery. The General Fund will insure this fund does have sufficient revenues to cover any deficits.

REVENUE AND EXPENDITURE ANALYSIS

Consolidated Revenues - All Funds

Revenue projections were based on several different factors this year, including a detailed analysis of the past five years and economic factors provided by the State. Special attention was given to our local sales tax and the economic situation at the State and Federal level. City Sales Tax is being budgeted at an increase of 12.23% for FY 2010 due to a .8% hike in FY 2009, despite a downward trend of 6%. The last few years have proven to be difficult in forecasting revenue figures, a conservative approach is warranted with FY 2008-09 sales tax coming in 10% below the year before.

The City in the past had experienced an average annual growth in available revenues and this year is no different, with growth in all funds at 62% mainly due to an increase in bonds that are planned to be obtained during FY 2010. These numbers are inclusive of all Other Funding Sources. A listing of All Funds Consolidated Revenues by Sources is on **page ___.** A further breakdown by source and fund may be found on **page ___.**

Consolidated Expenditures - All Funds

Expenditure projections for Fiscal Year 2009-10 began with the preparation of a "*base budget*" for each department. The base budget is defined as "*the essential expenses to operate a department at its current level of service*". Projections were made in commodities and utilities based on an inflationary projection of 5-7% due to anticipated increases being proposed by the various local utilities and rising cost of fuel. Salaries and associated benefits were projected to increase at an annual rate of slightly over 4%, excluding any personnel requests and salary adjustments

With the completion of the base budget, departmental budget requests were reviewed. Requests for new programs, buildings projects, position reclassifications and equipment were reviewed with each department head individually and in a general budget update work session.

Included within the budget are the addition of twenty four new full-time equivalents (FTEs) due to the SAFER grant and the opening of the Multi-Generational Recreation Center, the elimination of one FTE and a reorganization of the City Administration. The budget also includes a vehicle replacement program for the Police Department, numerous capital projects and capital equipment acquisition. These items are detailed on the Capital Outlay Summary on **pages _____**and in the individual departmental budgets.

General Fund - Revenues

Revenue projections for the General Fund are based on both historic years' receipts and the best future assumptions known at this time. General Fund Revenues Schedule is provided on **pages _____**of this document.

Taxes

Special attention was given to our local city sales tax. In developing the fiscal year 2009-10 budget, total local sales tax revenues were conservatively projected to increase by 12.23% due to an .8% hike in FY 2009, despite a downward trend of 6%. This includes Construction Sales Tax designated for the HURF. Local sales tax compared to total operating revenues is still important despite the downward trend in sales tax and the transfer of sales tax to pay the Recreation Center Debt Service. Large fluctuations in the economy can dramatically affect this revenue source.

State shared revenues constitute 12.87% of total operating revenues or about $2.23M for FY 2009-10. State finances as well as state legislation can have a dramatic affect on the City's budget. These revenue sources are being watched closely for any legislative action that could trickle down to cities, especially with the current State Government economic climate.

Franchise revenues are a percentage of utility sales to customers. The City no longer receives a 1% fee for water, since it acquired all the local water companies. It does, however, collect 1% from power, 2% for gas, and a 3% fee for cable television. Franchise revenues have increased an average of 7.5% per year over the past five years. This year's budget reflects an increase of 2.94 %.

Licenses and Permits

License and permit revenues which had peaked in FY 1998 and have declined again due to the poor economy and are budgeted at $280,000 for FY 2010 which is a decrease of 11.62% from FY 2009. It is expected to stay in the lower to mid $200K for the next years until the economy starts to improve and growth resumes.

Intergovernmental Revenues

Intergovernmental revenues are based on a sharing of state sales taxes, state income taxes and motor vehicle in-lieu tax on a per capita basis. Using the 2000 census and the Department of Economic Security (DES) population estimates, intergovernmental revenues were adjusted to the new per capita formula. The City can expect a combined increase of 78% for this year, including all police and fire grants. The State Shared Income Tax is distributed to the cities based on collections two years prior. The large increase is due to the S.A.F.E.R. Grant, a Fire Act Grant to purchase a ladder truck and police grants for personnel and equipment.

Charges for Services

Charges for services have increased over the past five years. An increase of 72.2% is planned for FY 2010 due to the opening of the new Recreation Center and the increase in memberships for the center. Indirect costs deposited into the General Fund due to the reorganization have also contributed to the expected increase for the budget year.

Fines and Forfeitures

Fines and forfeitures have increased an average of .86% per year over the past five years. There was a sharp increase in 2005-06 due to a new judge being sworn in. The subsequent years traditionally taper off with the trend expected to change with a replacement judge having been sworn in for the past judge. For the upcoming year, revenues in this area are expected to increase about 3.7%.

Uses of Monies and Properties
Uses of monies and properties revenues show an all time high in FY 2001 with the high returns on City investments, around 6.5+%. Things changed drastically since then with reserves being used for capital projects and earnings of slightly under 2% interest. Since shifting investments out of the State's Local Government Investment Pool (LGIP) and by invested with Independent Investment manager with the City, we are expecting a slight increase in this revenue source of 15.28%. The City adopted an investment policy to allow greater investment flexibility to capitalize on opportunities other than strictly the State's Local Government Investment Pool (LGIP). With the preparation of the five year capital plan, this policy will be a very useful tool.

Miscellaneous
Miscellaneous revenues have always fluctuated wildly with donations and one-time revenues that do not fit into other revenue line accounts. This category is conservatively budgeted to increase by 3.29%.

General Fund - Expenditures

The General Fund is used to account for resources traditionally associated with government that are not required legally to be accounted for in another fund. The general fund provides for municipal services including public safety (police, fire and building code enforcement), cultural and recreational activities, community planning and zoning, and general administrative services.

Expenditures
Total General Fund expenditures are projected to increase by 46.78% this fiscal year. This translates to a $10,570,250 increase over the previous fiscal year of $12,023,560. This net increase includes $4,734,615 in reserves, some rollover projects, and $1,201,990 in additional personnel and reclassifications, including their related benefits.

Additional staffing includes three Fire Engineers, three Fire Lieutenants, 6 fire fighters, 10 Recreation Center Employees, a Utility Professional Engineer and a Arsenic Specialist This year many requests for additional staffing and reclassifications; unfortunately, with the dropping economy many reclassifications will have to wait until future years and the development of a Salary Study.

Additional Positions

FTE Description	Timing	Budgeted
Engineer (3)	August 2009	225,000
Interim- Lieutenant- +10% - (3)	August 2009	246,900
Fire Fighter (6)	August 2009	408,000
Recreation Center Manager	January 2010	34,940
Aquatics Center Supervisor	February 2010	22,750

Recreation Center Program Supervisor	February 2010	22,750
Fitness Center Supervisor	March 2010	10,365
Facility Maintenance Supervisor	April 2010	10,400
Facility Maintenance Worker	April 2010	8,615
Front Desk Supervisor - (2)	April 2010	17,230
Head Life Guard – (2)	May 2010	11,485
Temporary Staffing	May 2010	131,000
Utility Engineer	November 2009	70,975
Arsenic Specialist	October 2009	44,210
		$1,264,620

Eliminated Positions

FTE Description	Budgeted
Eliminate the Rec Supervisor w/Recreation Coordinator	7,380
	$7,380

The City provides paid Health Insurance coverage for all employees and part of dependent coverage based on a tiered system, implemented as a cost containment measure to offset rising premiums. The tiered system is based on the number of dependents being covered dictating the amount of contribution from the employee. A containment effort by the Verde Valley Employee Benefits Pool helped to keep the rate constant for two years but the rate was increased by 12% for FY 2009-10.

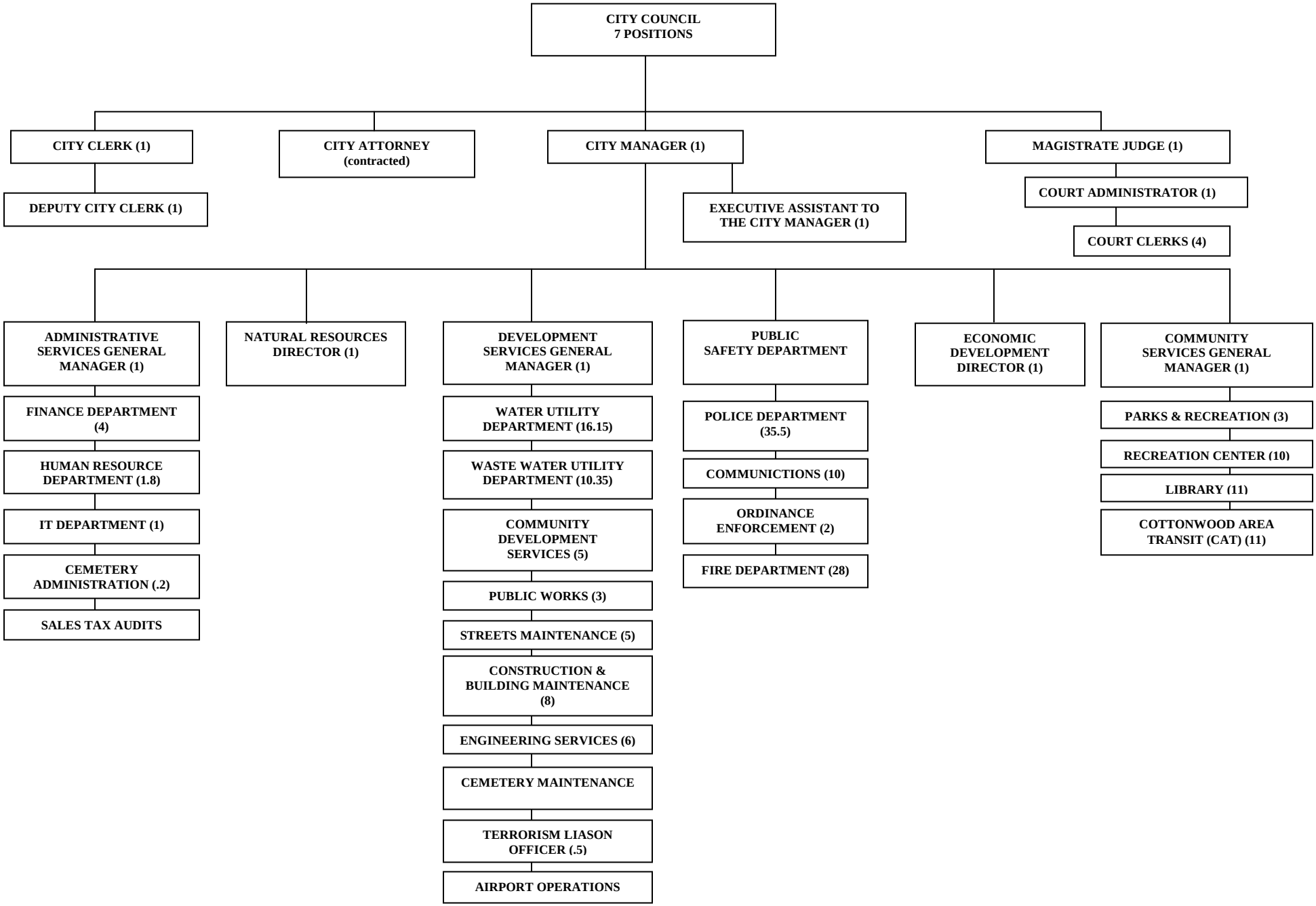
Operating supplies category has increased from $475,815 last year to $533,755 this year. This increase is due to the general growth of the City government and increases in cost charged by vendors due to the economy. Cost control measures set in place in previous years due to uncertain local economic slow downs and the dependency on local and state shared sales tax revenues are keeping this category from escalating even further. Department heads take a very close look at their operating supplies and most are able to stay within their overall requests.

Contractual Services is anticipated to increase by 17.7%. This increase is partially due to a budgeted Fixed Asset Audit and the continued contract for electronic payment services through JP Morgan Chase. Other factors include any needed temporary workers for various departments.

Other services and charges reflect a 60.63% increase or $988,885, which is mainly due to the budgeted Fire Act Grant for an Aerial Ladder Truck. This category also contains changes in other grant funding for the Police and Fire.

Capital Outlay increased by $1,410,650 or 74.8% increase over last year's revised figure of $475,815. This large increase is due to the rollover of the acquisition of some needed fire apparatus and capital grants that are being budgeted this fiscal year.

More information may be viewed in the summary pages of the individual funds and departments.


CITY COUNCIL
7 POSITIONS
CITY CLERK (1)
DEPUTY CITY CLERK (1)
CITY ATTORNEY
(contracted)
CITY MANAGER (1)
EXECUTIVE ASSISTANT TO THE CITY MANAGER (1)
MAGISTRATE JUDGE (1)
COURT ADMINISTRATOR (1)
COURT CLERKS (4)
ADMINISTRATIVE SERVICES GENERAL MANAGER (1)
FINANCE DEPARTMENT (4)
HUMAN RESOURCE DEPARTMENT (1.8)
IT DEPARTMENT (1)
CEMETERY ADMINISTRATION (.2)
SALES TAX AUDITS
NATURAL RESOURCES DIRECTOR (1)
DEVELOPMENT SERVICES GENERAL MANAGER (1)
WATER UTILITY DEPARTMENT (16.15)
WASTE WATER UTILITY DEPARTMENT (10.35)
COMMUNITY DEVELOPMENT SERVICES (5)
PUBLIC WORKS (3)
STREETS MAINTENANCE (5)
CONSTRUCTION & BUILDING MAINTENANCE (8)
ENGINEERING SERVICES (6)
CEMETERY MAINTENANCE
TERRORISM LIASON OFFICER (.5)
AIRPORT OPERATIONS
PUBLIC SAFETY DEPARTMENT
POLICE DEPARTMENT (35.5)
COMMUNICTIONS (10)
ORDINANCE ENFORCEMENT (2)
FIRE DEPARTMENT (28)
ECONOMIC DEVELOPMENT DIRECTOR (1)
COMMUNITY SERVICES GENERAL MANAGER (1)
PARKS & RECREATION (3)
RECREATION CENTER (10)
LIBRARY (11)
COTTONWOOD AREA TRANSIT (CAT) (11)

City Sales Tax Revenue

Description:

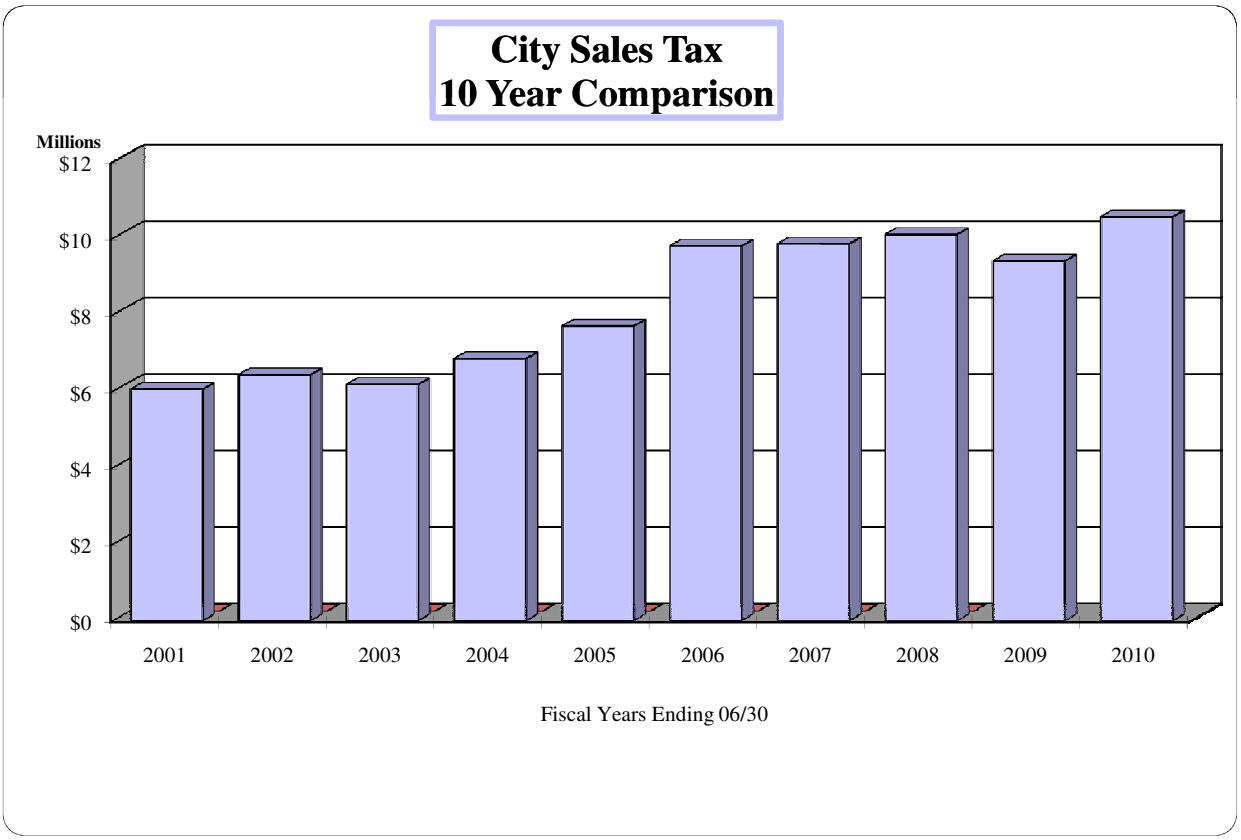
The transaction privilege tax (sales tax) is collected on the gross receipts of business activities. Until 1987 the tax rate was one percent. In 1987, the voters approved an increase of one percent to fund the construction of the wastewater collection/treatment system. Again, in 1992, the voters approved an additional two tenths percent increase to construct a new city library. In 1999 an accrual change was made to coincide with the State of Arizona's collections from a 30-day period to a 60-day period. This change carried over to following years. The current tax rate is three percent (3%) after an increase of .8% for FY2009 which is reflected below.

Analysis:

The City of Cottonwood serves as the retail center of the upper Verde Valley. Gross business sales continue 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 method in which the City accounts for sales tax accruals changed in 2003 with the introduction of GASB 34, as reflected by the decrease in revenues for the year. Even though the economy is still not improving revenues are projected to increase for fiscal year 2009-10 due to a council approved increase in sales tax from 2.2% to 3% that was implemented in November 2008. Since 2009-10 will be the first full year of this increase the sales tax revenues have increased by approximately 12.23% over 2008-09.

	Fiscal Year Ending 6/30	Amount	% inc. / dec
	2001	6,053,612	4.28%
	2002	6,432,732	6.26%
	2003	6,176,084	-3.99%
	2004	6,856,170	11.01%
	2005	7,703,224	12.35%
	2006	9,798,510	27.20%
	2007	9,853,864	0.56%
	2008	10,102,433	2.52%
Est.	2009	9,407,040	-6.88%
Est.	2010	10,557,132	12.23%



State Shared Income Tax Revenue

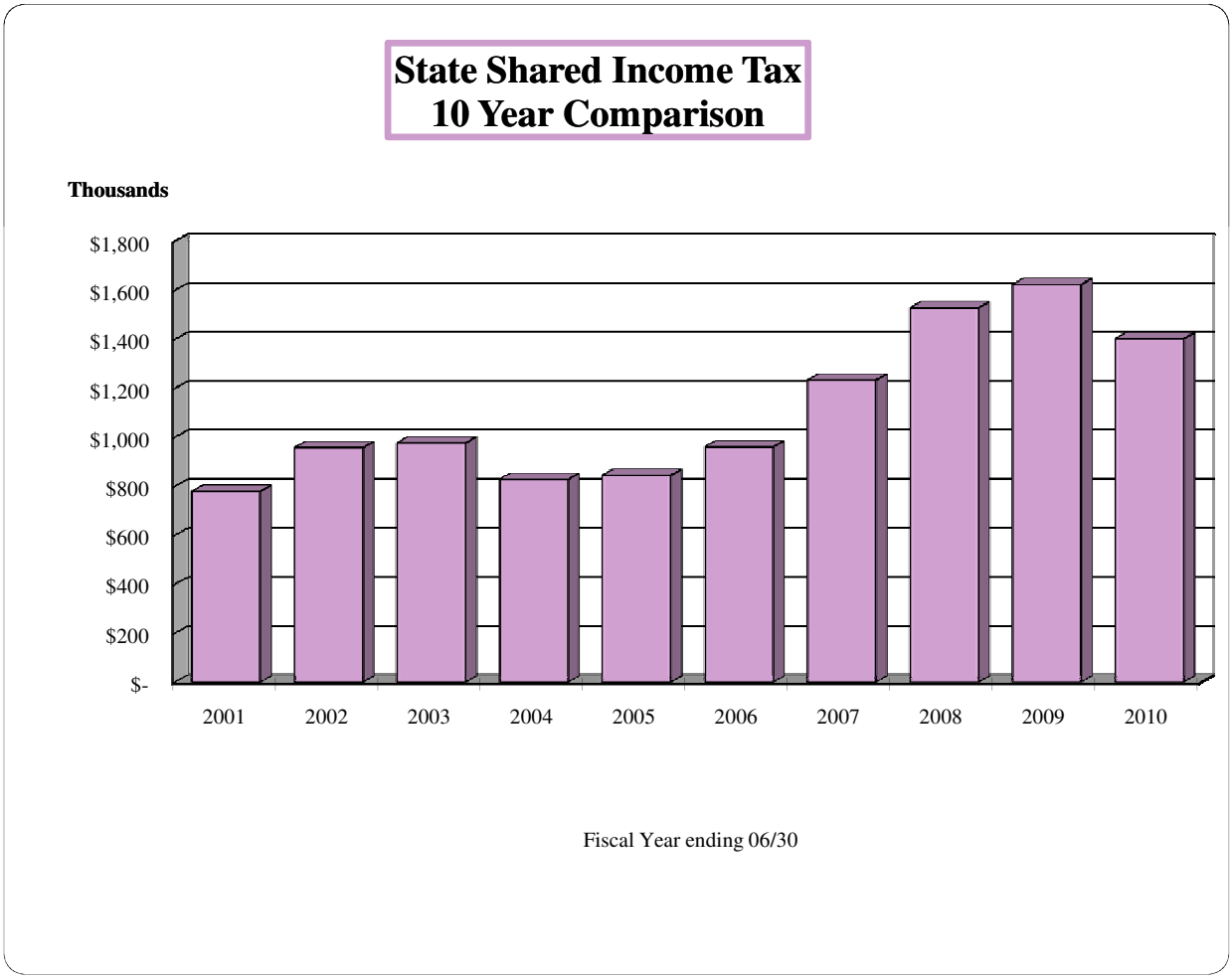
Description:

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.

Analysis:

The growth of this revenue has not been very consistent over the past few years with the economy, however, the 2000 census increase is reflected in our receipts for the 01-02 fiscal year. These revenues are disbursed by the State two years after collection by the Arizona Department of Revenue. In year 2004 and 2005, this source suffered due to the slowing of the economy in 2001 and 2002, forcing the loss of jobs and since the State Income Tax system closely mirrors the Federal Income Tax system with similar allowed deductions, federal tax cuts initiated by the federal government affected this State Shared revenue. The state estimates for FY 09-10 are down by 13.63% over last fiscal year, due to the declining economy.

	Fiscal Year Ending 6/30	Amount	% inc. / dec
	2001	779,108	7.42%
	2002	957,382	22.88%
	2003	976,932	2.04%
	2004	827,665	-15.28%
	2005	843,803	1.95%
	2006	961,036	13.89%
	2007	1,232,997	28.30%
	2008	1,528,328	23.95%
Est.	2009	1,623,360	6.22%
Est.	2010	1,402,098	-13.63%



State Shared Sales Tax Revenue

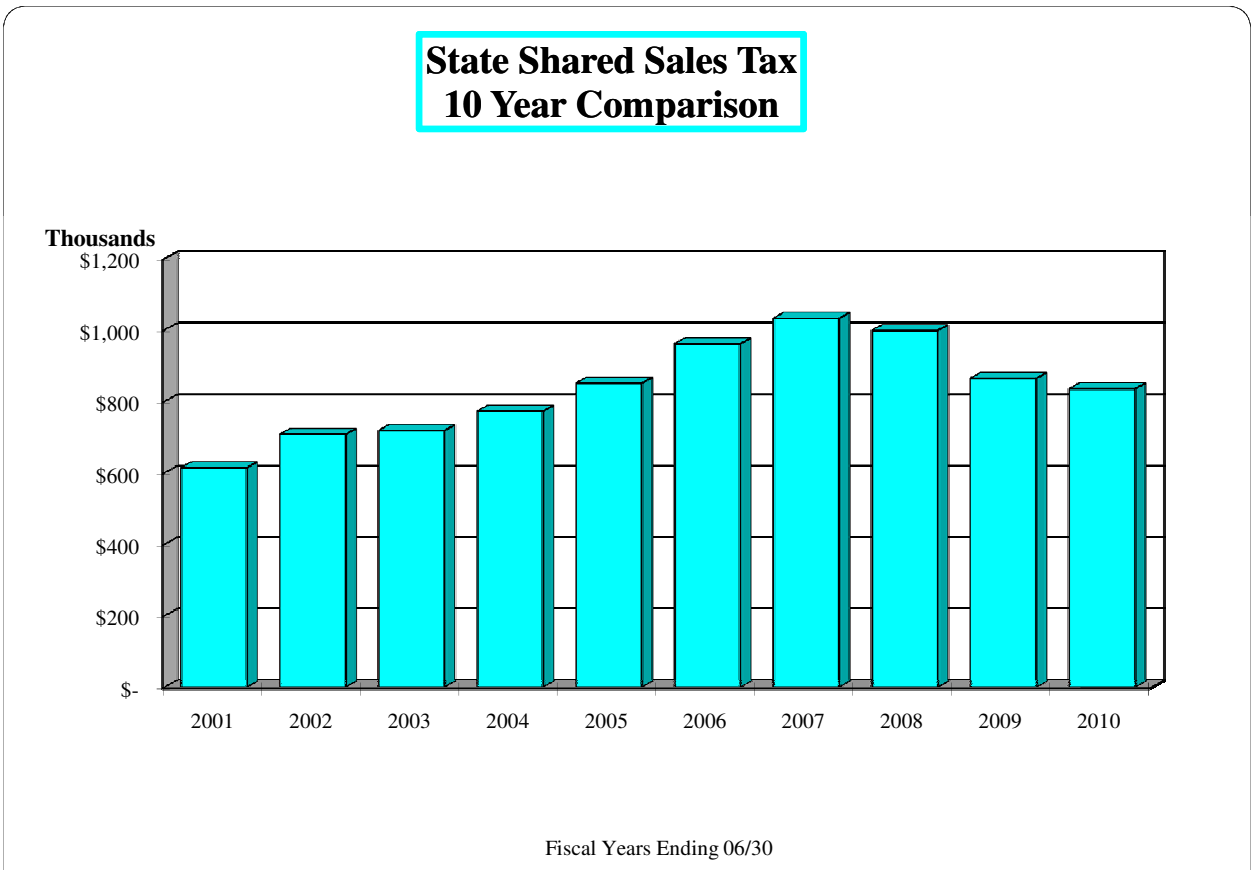
Description:

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. This estimate is provided by the Arizona Department of Revenue and the League of Arizona Cities and Towns.

Analysis:

The substantial growth in the Verde Valley, as reflected in the 2000 Census, is substantiated in the distributions made by the state for fiscal year 2001-02. The increase in population numbers deferred the impact of the slowing economy until 2003-04. Since then the economy has been showing signs of slowing and the state has projected a decrease in revenues of about of 3.41% in FY 2010. The last three years have had decreasing numbers due to the decline in the economy.

	Fiscal Year Ending 6/30	Amount	% inc. / dec
	2001	614,270	6.85%
	2002	707,338	15.15%
	2003	717,869	1.49%
	2004	772,232	7.57%
	2005	850,346	10.12%
	2006	961,036	13.02%
	2007	1,032,214	7.41%
	2008	998,077	-3.31%
Est.	2009	864,390	-13.39%
Est.	2010	834,925	-3.41%



Motor Vehicle In-Lieu Revenue

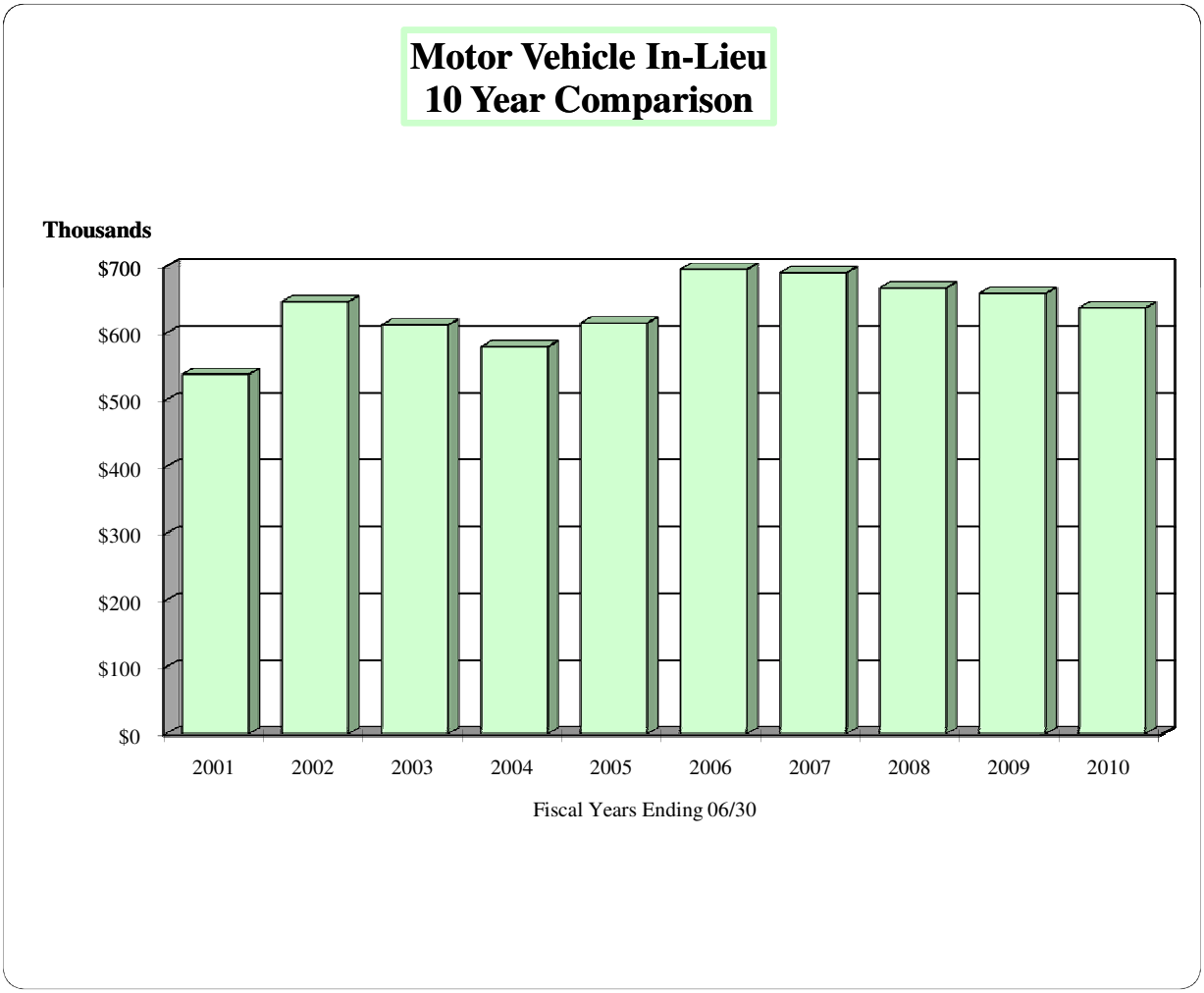
Description:

Arizona cities receive a 25% share of the net revenues collected for the licensing of vehicles in the 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.

Analysis:

Fiscal year 2001-02 was a big year for auto sales with the zero percent financing incentives helping boost vehicle taxes over the 20% mark. The substantial drop in FY 2003-04 and again in FY 2007-08 is a reflection of the dramatic after effect of these incentives. Also in 2001-02, the State began distributing the revenues collection directly to the communities rather than giving it to the County and letting them distribute the funds. This change reduced the lag time for the communities to receive their revenues by half. There is a 6.06% increase planned for FY 2009-10 as sales begin to come back in line.

	Fiscal Year Ending 6/30	Amount	% inc. / dec
	2001	538,498	8.00%
	2002	647,294	20.20%
	2003	612,487	-5.38%
	2004	579,864	-5.33%
	2005	615,579	6.16%
	2006	695,836	13.04%
	2007	690,992	-0.70%
	2008	667,929	-3.34%
Est.	2009	660,000	-1.19%
Est.	2010	637,940	-3.34%



Investment Revenues

Description:

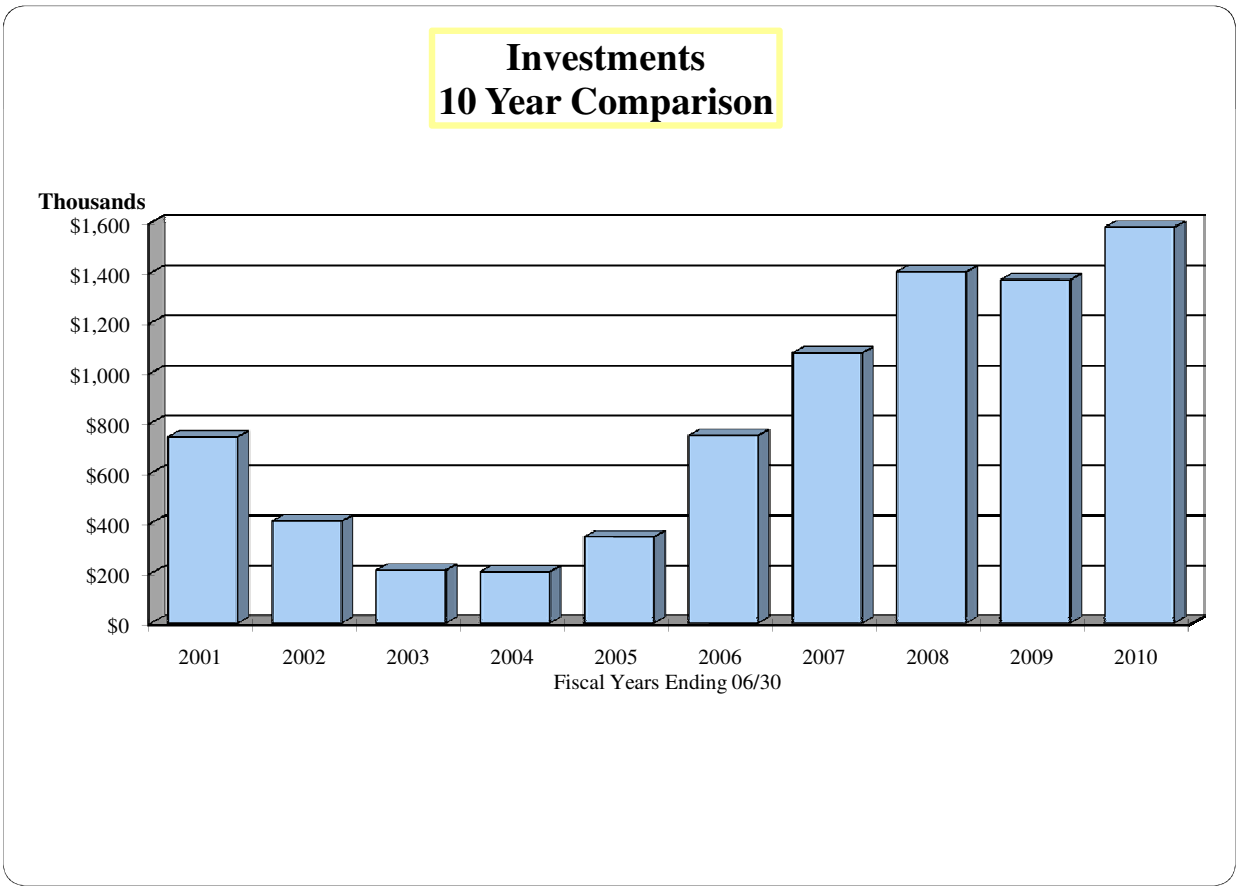
Investment income is derived from idle funds which include the proceeds from bonds during the time of construction, planned reserves, fund balances and operating funds received in advance of required needs.

Analysis:

Interest revenues had been increasing since 1993 with the establishment of a fund balance policy for the General Fund, the capital accumulation fund, the excess .2% library sales tax reserve and debt service reserves. As planned, loan proceeds and investments of $3,755,000 were consumed by the construction of the Public Safety Building in 2002 & 2003. This drop in investments and the very low interest income return dramatically affected this revenue source. In 2005, the rise in interest rates and the acquisition of four water companies requiring substantial debt service and capital improvement reserves are driving these revenues to such growth.

	Fiscal Year Ending 6/30	Amount	% inc. / dec
	2001	744,570	37.39%
	2002	407,996	-45.20%
	2003	212,205	-47.99%
	2004	206,174	-2.84%
	2005	344,890	67.28%
	2006	749,981	117.46%
	2007	1,079,902	43.99%
	2008	1,403,868	30.00%
Est.	2009	1,372,275	-2.25%
Est.	2010	1,581,935	15.28%

The phenomenal growth in these revenues stabilized as interest rates even out and the City begins to use funds from its capital reserves for major projects, in FY 2009-10. The water utility, also plans to implement its costly, but necessary, arsenic mitigation plan as well as the many needed water distribution upgrades.



Building Permits Revenue

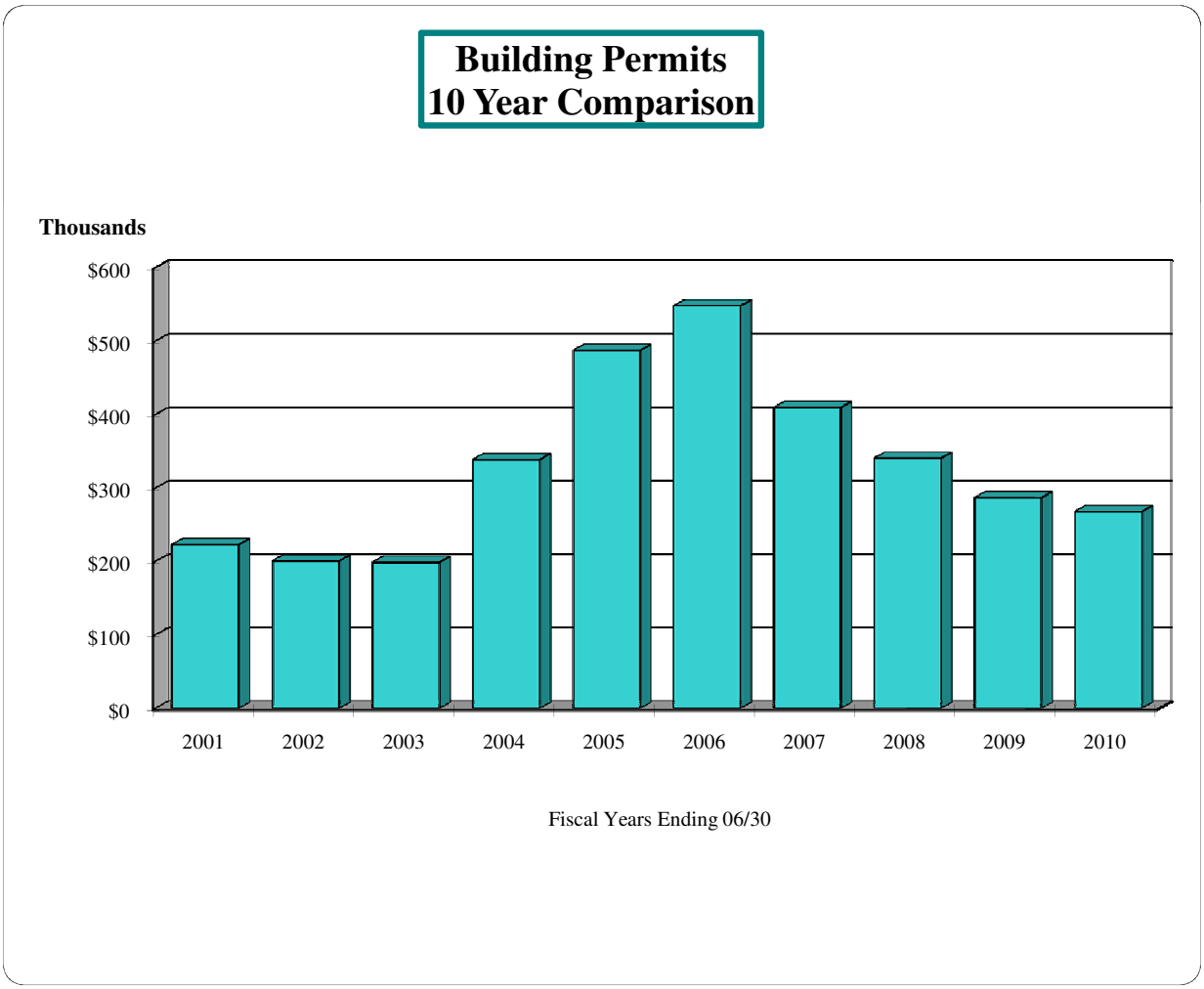
Description:

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:

This City revenue fluctuates each year based on commercial and residential development. Construction increased steadily from 1993 to peak out in 1998. Low interest rates and the need for services due to rapid growth in the area played a major factor in this expansion. The City boomed in 1997 with the expansion of the local hospital and the development of three new subdivisions. In FY 2005-06 the City, again saw growth as the local hospital and medical facilities expanded their buildings. Included in the growth was a Wal-Mart Supercenter which opened its doors early the third calendar quarter of 2004. Due to a slowing economy, the amount of decrease in building permits in FY 06-07, and a continued decrease since, FY 2010 is budgeted at 6.57% below FY 2009.

	Fiscal Year Ending 6/30	Amount	% inc. / dec
	2001	222,851	-0.49%
	2002	200,576	-10.00%
	2003	198,971	-0.80%
	2004	338,815	70.28%
	2005	487,417	43.86%
	2006	547,891	12.41%
	2007	409,752	-25.21%
	2008	340,638	-16.87%
Est.	2009	286,840	-15.79%
Est.	2010	268,000	-6.57%



Fines And Forfeitures

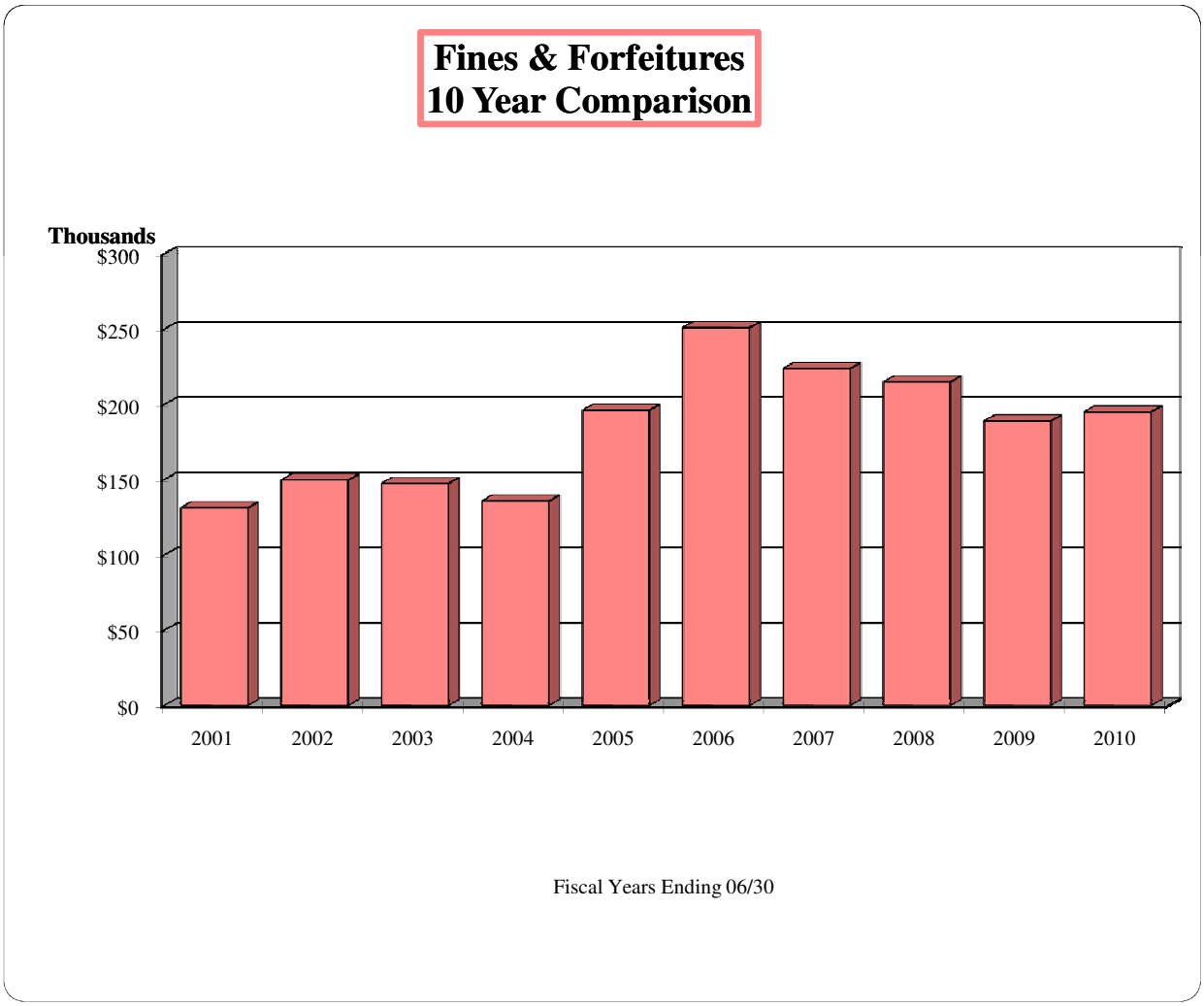
Description:

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.

Analysis:

This City revenue fluctuates each year based on traffic enforcement. The hiring of a new municipal court judge is reflective in the 1999 revenues. That same judge moved the offices to the county court building and shared county staff which is also reflected in the FY 2001-02 revenues. An interim magistrate was appointed in early FY 2004-05 after the sitting judge resigned his position. The new judge made some major changes in the way the court conducted business which in turn improved the collections. Since that time, a full-time magistrate was appointed by the Council. This judge plans to continue the current established practices and we anticipate a modest increase in these revenues.

	Fiscal Year Ending 6/30	Amount	% inc. / dec
	2001	131,335	0.14%
	2002	149,726	14.00%
	2003	147,505	-1.48%
	2004	135,839	-7.91%
	2005	196,084	44.35%
	2006	250,972	27.99%
	2007	223,768	-10.84%
	2008	214,940	-3.95%
Est.	2009	189,000	-12.07%
Est.	2010	195,000	3.17%



Fiscal Year 2009-10 Budget

Franchise Tax Revenues

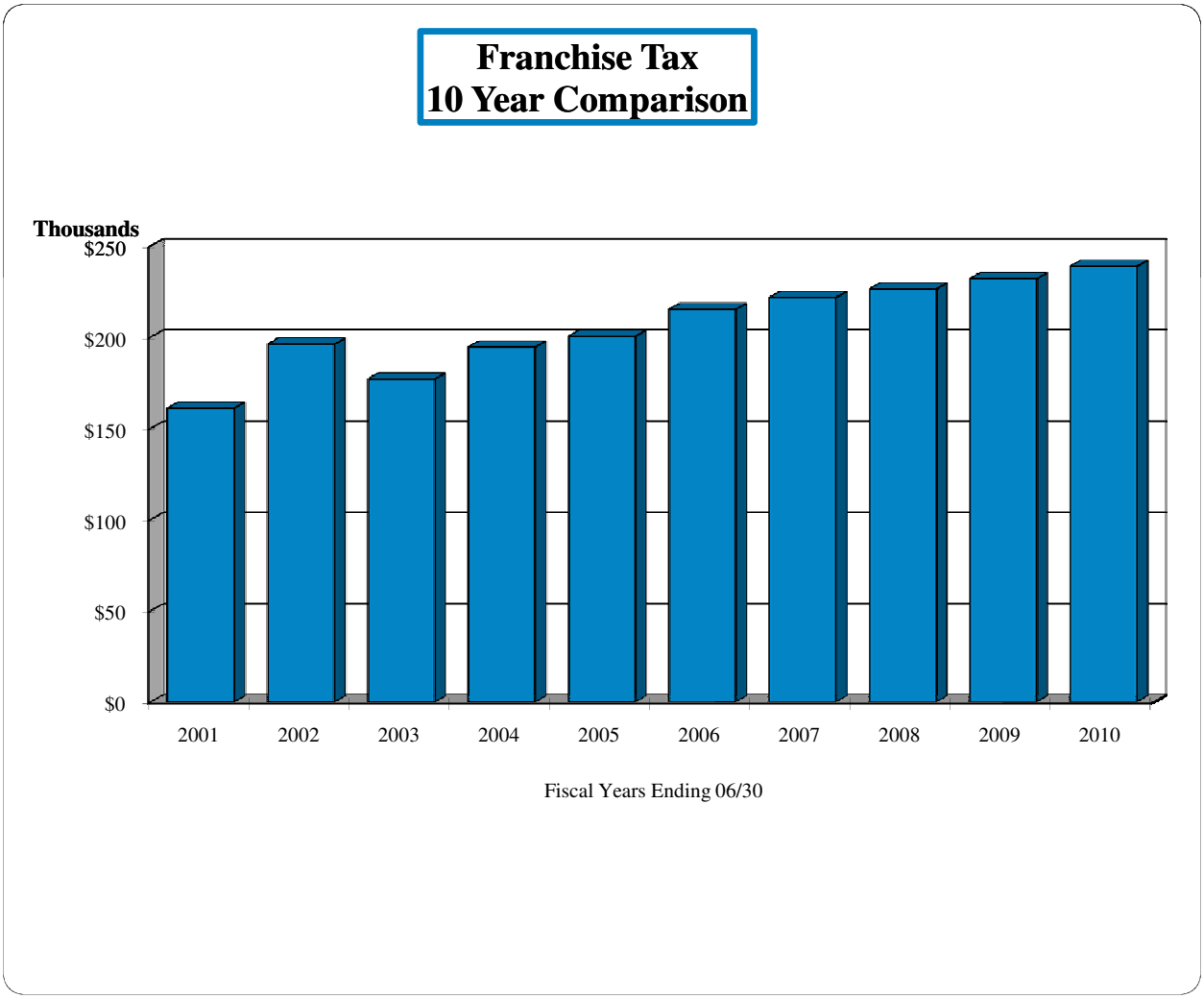
Description:

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

Analysis:

Franchise revenues have increased an average of 4.5% over the past six years. This year's budget reflects an increase in this revenue source. The sharp increase in 2002 is due to additional franchise fees submitted by A.P.S. in annexed areas that they had not recorded as part of the corporate boundaries of the City. The City experienced a slight decline in this revenue source due to the purchase of the four water companies and the creation of Cottonwood Municipal Utilities in 2006. Just as a note, this revenue is affected by fluctuations in weather patterns.

	Fiscal Year Ending 6/30	Amount	% inc. / dec
	2001	161,022	14.46%
	2002	196,115	21.79%
	2003	177,065	-9.71%
	2004	194,534	9.87%
	2005	200,448	3.04%
	2006	215,249	7.38%
	2007	221,675	2.99%
	2008	226,368	2.12%
Est.	2009	231,990	2.48%
Est.	2010	238,800	2.94%



Highway User Revenue Funds - HURF

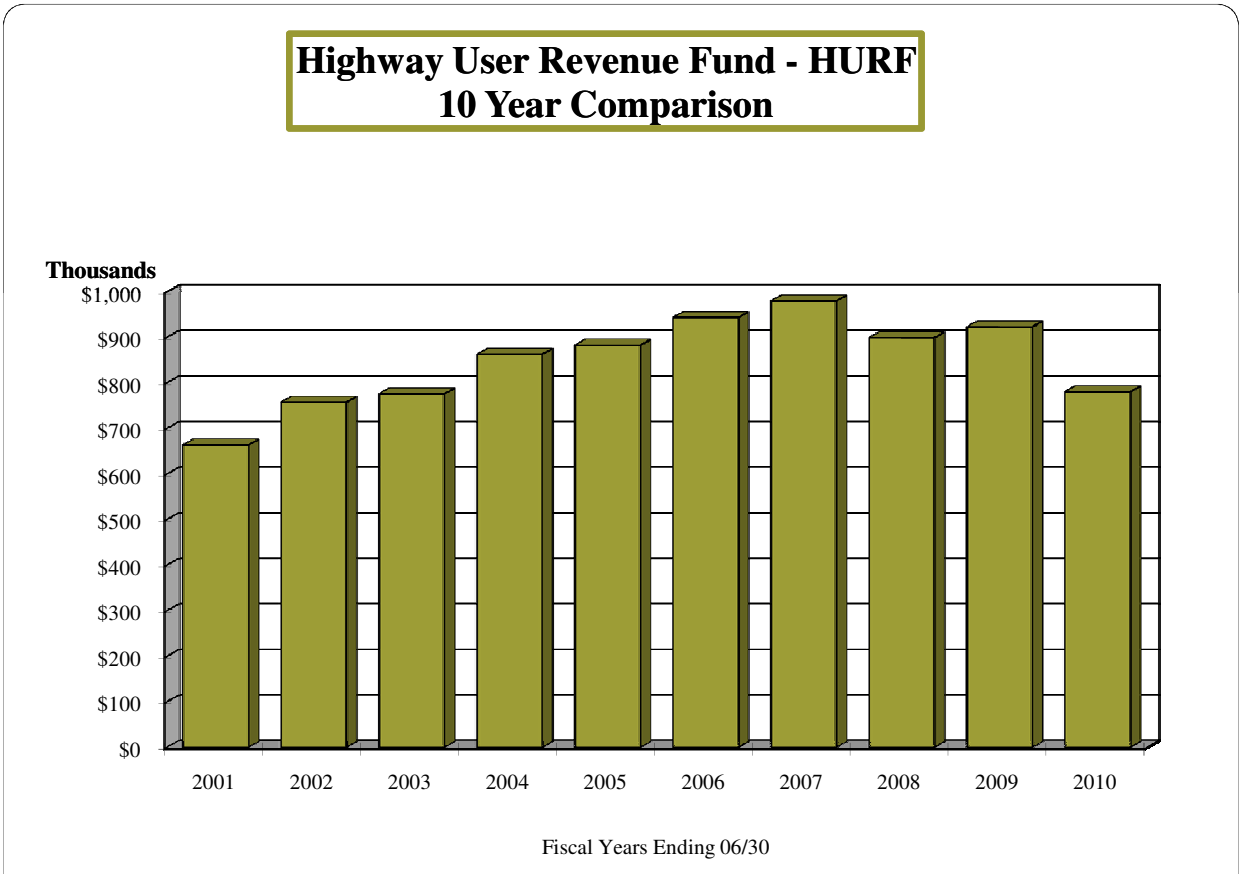
Description:

Arizona cities receive a share of state motor vehicle fuel taxes, and 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, though it has not had a downward trend in the past 9 years. The revenue is based on a fixed charge per gallon of fuel and not a percentage of the fuel purchased. That shows that actual fuel consumption has not increased dramatically. Revenues are projected to decrease by 15.44% for fiscal year 2009-10 over fiscal year 2008-09. This projection is provided by the State Department of Revenue.

	Fiscal Year Ending 6/30	Amount	% inc. / dec
	2001	663,748	1.80%
	2002	757,505	14.13%
	2003	775,795	2.41%
	2004	862,813	11.22%
	2005	882,656	2.30%
	2006	943,333	6.87%
	2007	979,659	3.85%
	2008	899,089	-8.22%
Est.	2009	922,910	2.65%
Est.	2010	780,442	-15.44%



Local Transportation Assistance Fund Revenues - LTAF

Description:

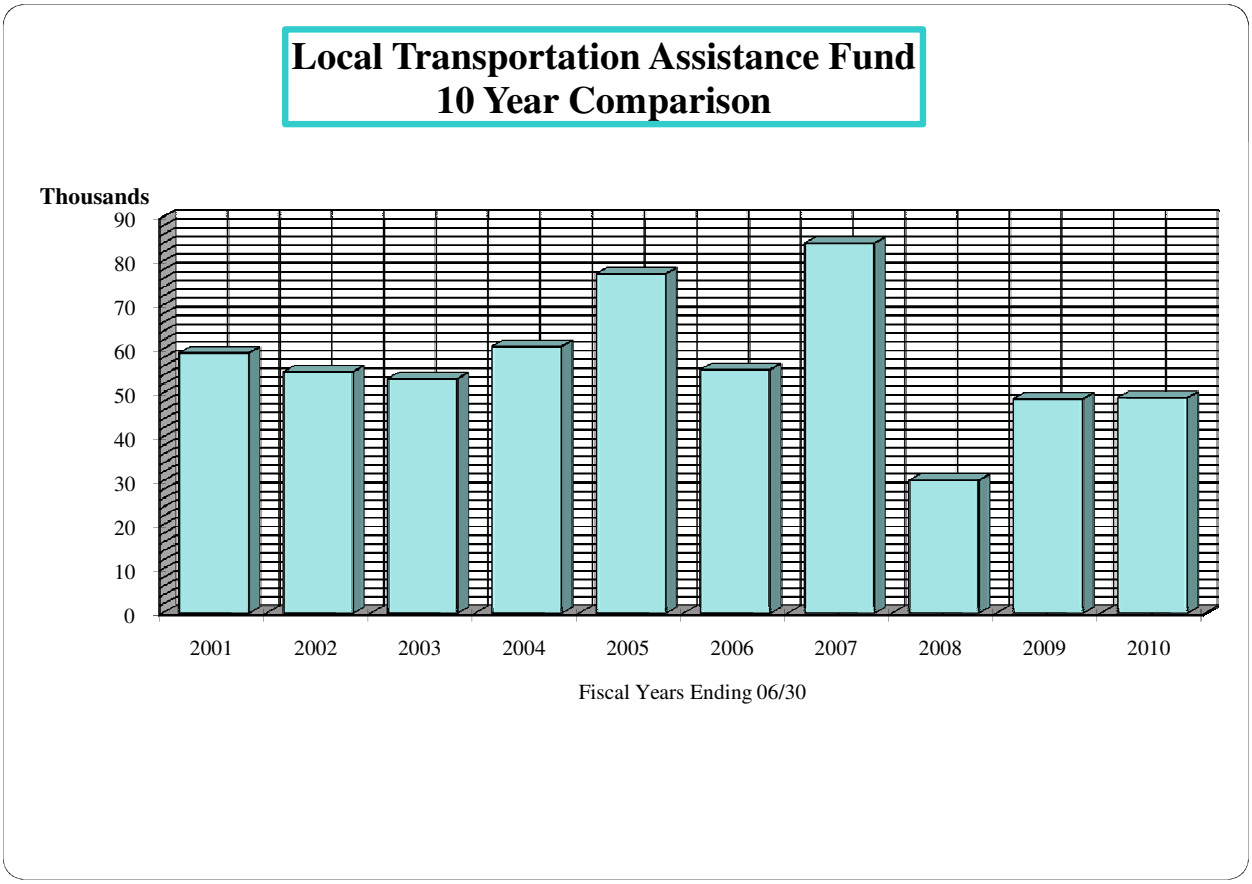
These revenues consist of two LTAF distributions. Arizona cities have been receiving a portion of the proceeds of the Arizona lottery since 1982. The original LTAF allocation is based on individual cities' population in relation to the total state population. Eligible expenditures for these funds include street and highway projects as well as transit programs.

The State has also been distributing proceeds from the Powerball Lottery in the form of LTAF II distributions since 1997. The LTAF II allocations are awarded as a grant to Cities and Towns on a one to four match and can only be used for public transportation services, including operating and capital purposes.

Analysis:

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, which explains the minimal fluctuation within this revenue. Occasionally, the City will receive an additional contribution from LTAF when funds are available.

	Fiscal Year Ending 6/30	Amount	% inc. / dec
	2001	59,211	-26.11%
	2002	54,912	-7.26%
	2003	53,341	-2.86%
	2004	60,665	13.73%
	2005	77,213	27.28%
	2006	55,405	-28.24%
	2007	84,155	51.89%
	2008	30,207	-64.11%
Est.	2009	48,730	61.32%
Est.	2010	48,987	0.53%



Wastewater User Fees

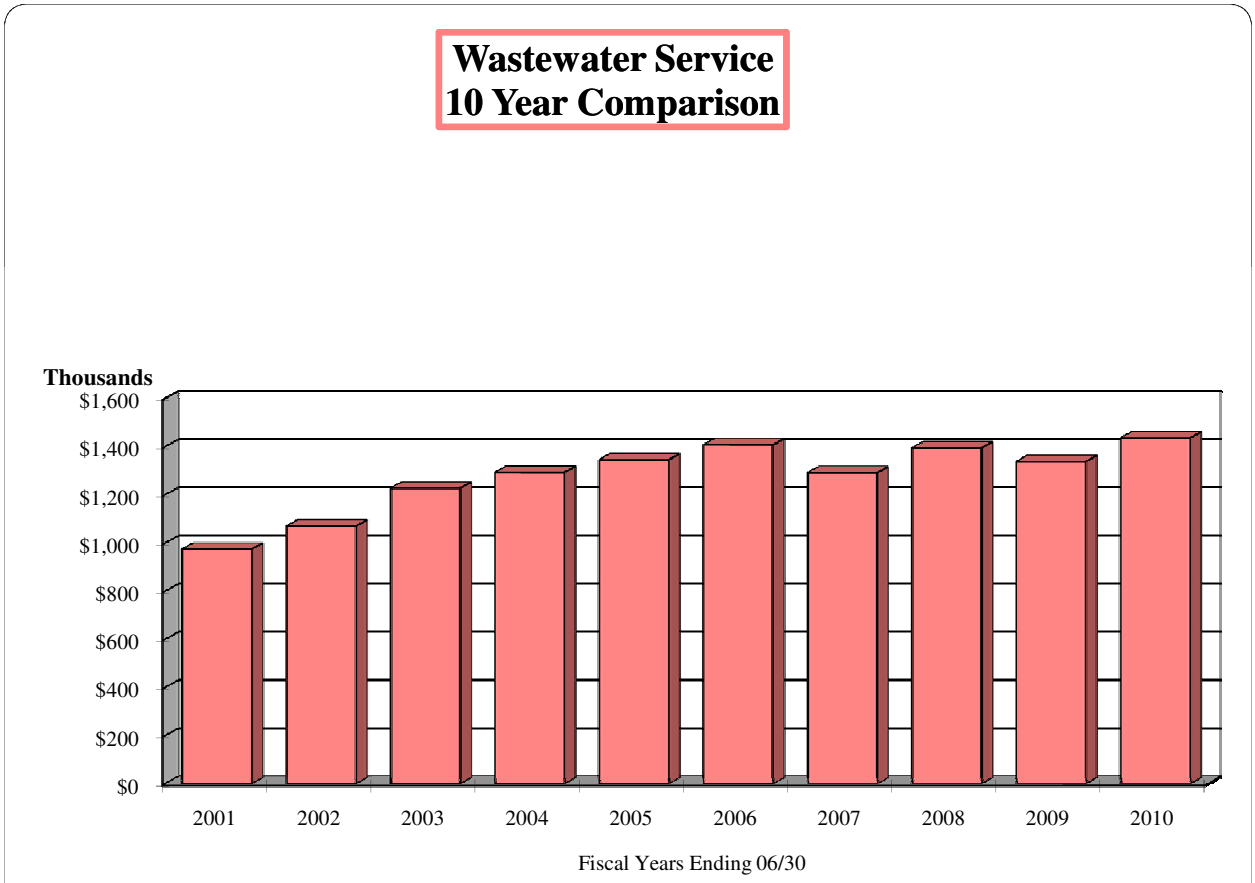
Description:

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 have increased 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. In 1997 another sudden increase is the result of the many construction projects within the City, including three new subdivisions, and the expansion of the local hospital. Still another substantial increase in 2000 is the result of increasing rates after five years of maintaining the same rate. The current rate is $16.75 and these fees continue to be studied annually to determine if an increase is necessary.

	Fiscal Year Ending 6/30	Amount	% inc. / dec
	2001	974,698	5.88%
	2002	1,070,159	9.79%
	2003	1,228,051	14.75%
	2004	1,292,709	5.27%
	2005	1,346,191	4.14%
	2006	1,408,017	4.59%
	2007	1,291,744	-8.26%
	2008	1,395,464	8.03%
Est.	2009	1,338,500	-4.08%
Est.	2010	1,436,200	7.30%



Water Utility User Fees

Description:

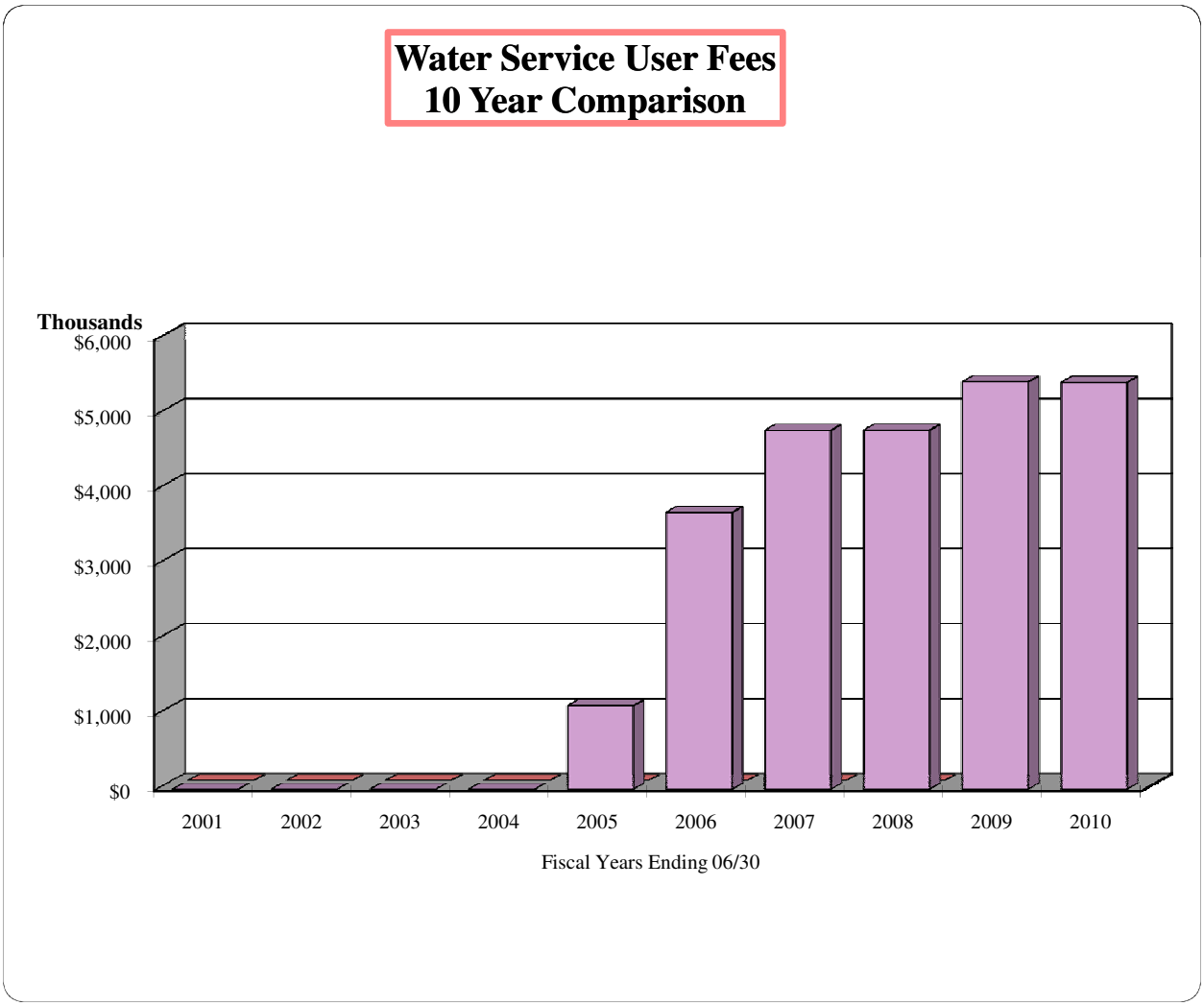
User fees are charged to residential, commercial and industrial customers for the distribution of water. These user fees are not only for the maintenance and operations of the system, but also for administration, utility billing, debt service payments, as well as future capital improvements to the system.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

Analysis:

These revenues are steadily growing for the City of Cottonwood, with the acquisition of the last area water company in early 2006. FY 2009-10 reflects the fifth full year of the New Cottonwood Municipal Water and Wastewater Utility. The base fee is $21.98 for the 1st 1,000 gallons. A tiered structure above 1,000 gallons is as follows:

Block 1 (1,001-10,000gal)	2.90
Block 2 (10,001-20,000gal)	4.06
Block 3 (>20,001 gal)	5.68

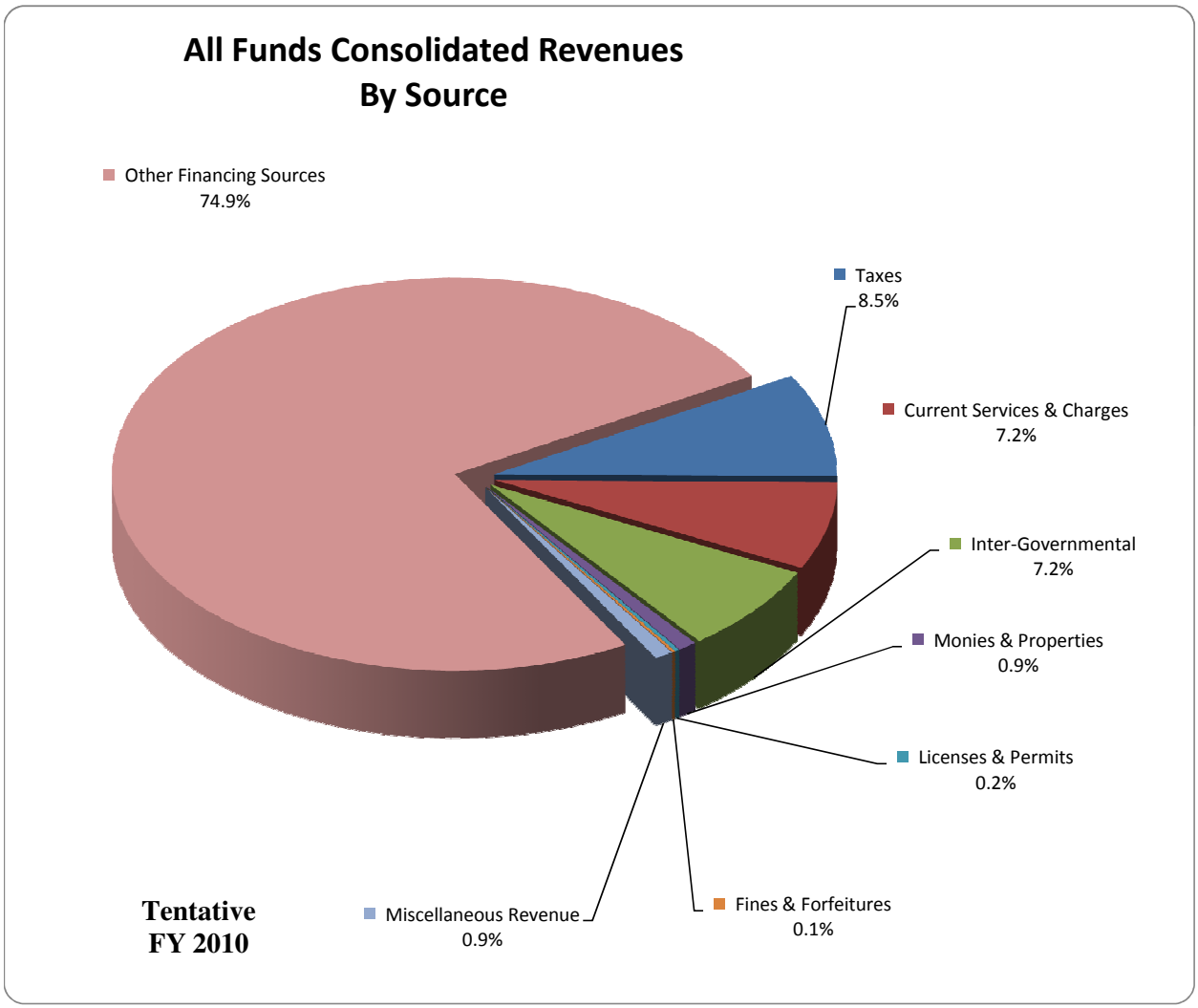
	Fiscal Year Ending 6/30	Amount	% inc. / dec
	2001	0	0.00%
	2002	0	0.00%
	2003	0	0.00%
	2004	0	0.00%
	2005	1,114,035	0.00%
	2006	3,692,409	231.44%
	2007	4,787,501	29.66%
	2008	4,789,358	0.04%
Est.	2009	5,434,000	13.46%
Est.	2010	5,425,000	-0.17%



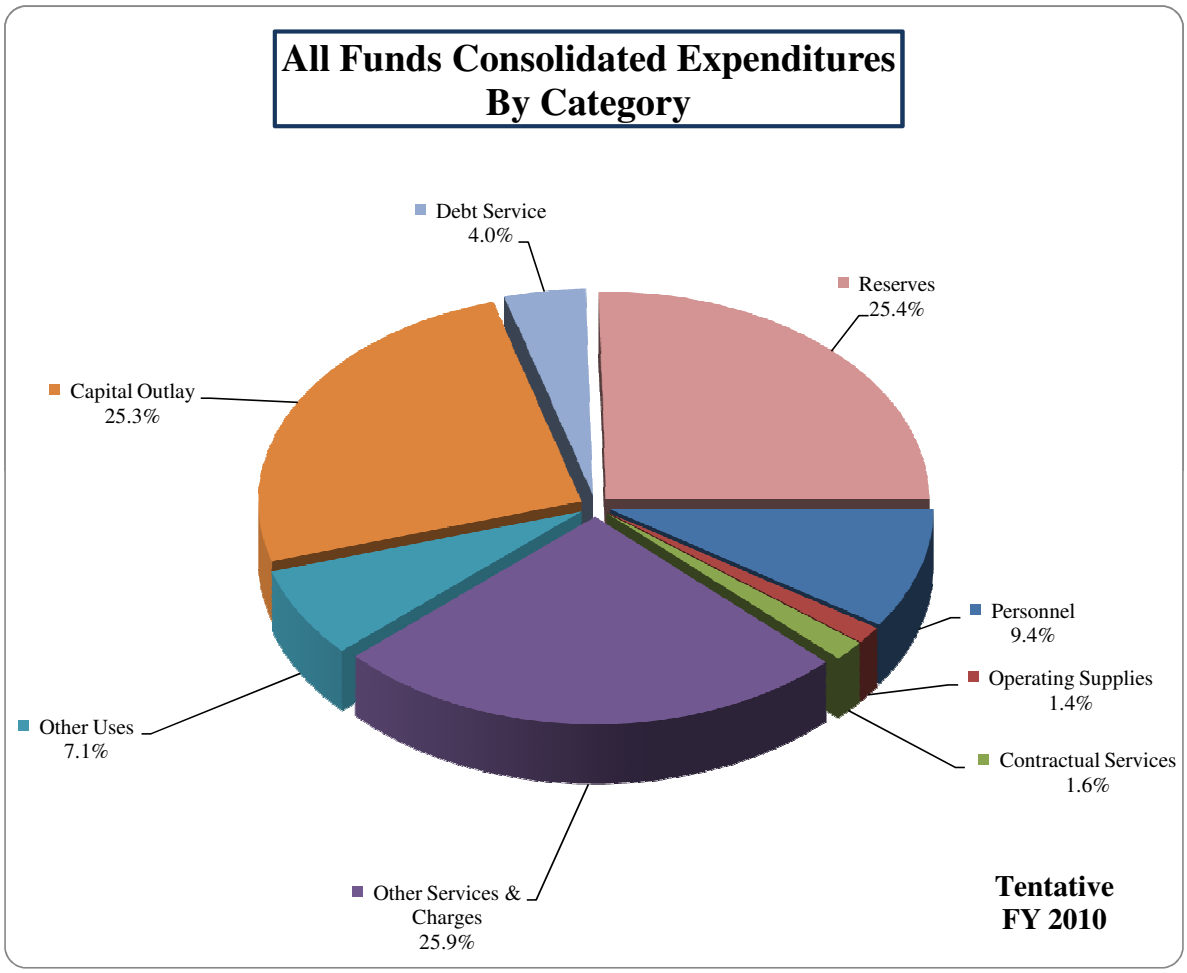
Fiscal Year 2009-10 Budget
Consolidated Summary of Revenues/Expenditures
All Funds

Fund	2007-08 Actual	2008-09 Budget	2008-09 Revised	2009-10 Tentative	Percent Change
Revenues Sources:					
General Fund	15,198,984	16,034,460	12,356,900	17,381,365	40.66%
Special Revenue Funds	3,487,533	7,164,010	4,009,755	4,142,195	3.30%
Capital Projects Funds	355,231	1,246,280	1,716,310	1,337,500	-22.07%
Debt Service Funds	664,610	623,180	1,730,130	1,732,005	0.11%
Enterprise Funds	8,699,345	8,623,920	8,527,520	8,575,000	0.56%
Internal Services Fund	10,430	15,730	8,500	8,000	-5.88%
Trust & Agency Funds	22,124	45,450	(1,740)	37,600	0.00%
Total Revenues	28,438,258	33,753,030	28,347,375	33,213,665	17.17%
Other Financing Sources:					
Transfers In	725,360	4,552,975	14,711,105	9,357,095	-36.39%
Carryover	0	50,139,335	39,246,090	48,911,545	24.63%
Residual Equity Interfund Transfer	0	0	0	0	0.00%
Proceeds from Lease Purchase	0	0	0	0	0.00%
Proceeds from Bonds	20,593,307	100,000	1,000	41,080,100	100.00%
Total Other Financing Sources	21,318,666	54,792,310	53,958,195	99,348,740	84.12%
Total Available Resources	49,756,924	88,545,340	82,305,570	132,562,405	61.06%
Expenditures:					
General Fund	13,446,850	14,609,140	11,303,515	16,635,590	47.17%
Special Revenue Funds	3,221,789	9,491,465	6,318,545	10,233,420	61.96%
Capital Projects Funds	4,117,512	18,171,005	33,984,640	22,003,740	-35.25%
Debt Service Funds	164,127	12,327,980	3,367,570	3,124,185	-7.23%
Enterprise Funds	8,260,063	24,560,505	21,247,960	66,115,490	211.16%
Internal Services Fund	13,669	259,520	244,820	227,120	-7.23%
Trust & Agency Funds	23,809	188,960	127,280	147,650	16.00%
Total Expenditures	29,247,818	79,608,575	76,594,330	118,487,195	54.69%
Other Uses:					
Transfers Out	725,359	4,552,975	752,385	9,357,095	1143.66%
Reserves	0	4,383,790	0	4,718,115	0.00%
Total Other Financing Uses	725,359	8,936,765	752,385	14,075,210	1770.75%
Total Expenditures and Other Uses	29,973,178	88,545,340	77,346,715	132,562,405	71.39%
Net Income	$19,783,747	$0	$4,958,855	$0	

Revenues for All Funds	
Taxes	$11,289,055
Current Services & Charges	9,551,610
Inter-Governmental	9,579,325
Monies & Properties	1,168,615
Licenses & Permits	280,000
Fines & Forfeitures	195,000
Miscellaneous Revenue	1,150,060
Other Financing Sources	99,348,740
Total Revenues for All Funds	$132,562,405



Expenditures for All Funds	
Personnel	$12,443,660
Operating Supplies	1,793,080
Contractual Services	2,110,650
Other Services & Charges	34,384,240
Other Uses	9,357,095
Capital Outlay	33,494,415
Debt Service	5,340,920
Reserves	33,638,345
Total Expenditures for All Funds	$132,562,405



Fiscal Year 2009-10 Budget
Consolidated Budget Summary - By Fund

	General Fund	Special Revenue Funds	Debt Service Fund	Capital Projects Fund	Enterprise Fund	Internal Services Fund	Fiduciary Funds	Grand Total
Beginning Balance @ 07/01/2009	$0	$0	$0	$0	$0	$0	$0	$0
Funding Sources								
Taxes	$8,929,140	$662,440	$1,697,475	$0	$0	$0	$0	$11,289,055
Licenses & Permits	280,000	0	0	0	0	0	0	280,000
Intergovernmental	6,069,175	2,986,050	0	487,500	0	0	36,600	9,579,325
Charges for Services	1,801,550	328,360	0	0	7,421,700	0	0	9,551,610
Fines and Forfeitures	195,000	0	0	0	0	0	0	195,000
Uses of Monies & Prop.	66,000	115,185	34,530	0	943,900	8,000	1,000	1,168,615
Miscellaneous	40,500	50,160	0	850,000	209,400	0	0	1,150,060
Other Financing Sources	5,212,445	6,127,215	1,392,180	28,747,240	57,540,490	219,120	110,050	99,348,740
Total Revenue & Other Financing Sources	22,593,810	10,269,410	3,124,185	30,084,740	66,115,490	227,120	147,650	132,562,405
Total Available All Sources	$22,593,810	$10,269,410	$3,124,185	$30,084,740	$66,115,490	$227,120	$147,650	$132,562,405
Expenditures								
Personnel	9,371,790	1,561,260	0	0	1,510,610	0	0	12,443,660
Operating Supplies	533,755	576,900	0	0	682,425	0	0	1,793,080
Contractual Services	1,272,295	362,255	20,000	0	424,500	24,000	7,600	2,110,650
Other Services & Charges	2,809,220	649,540	0	3,400	30,910,380	1,700	10,000	34,384,240
Capital Outlay	1,885,910	6,675,275	0	12,359,080	12,574,150	0	0	33,494,415
Reserves	4,718,115	64,180	1,406,705	9,641,260	17,476,615	201,420	130,050	33,638,345
Debt Services	762,620	344,010	1,697,480	0	2,536,810	0	0	5,340,920
Transfers Out	1,240,105	35,990	0	8,081,000	0	0	0	9,357,095
Total Expenditures & Other Uses	22,593,810	10,269,410	3,124,185	30,084,740	66,115,490	227,120	147,650	132,562,405
Net Income	$0	$0	$0	$0	$0	$0	$0	$0
Use of Fund Balance	$0	$0	$0	$0	$0	$0	$0	$0
Estimated Ending Balance @ 06/30/2010	0	0	0	0	0	0	0	0
Total Commitments and Fund Balances	$22,593,810	$10,269,410	$3,124,185	$30,084,740	$66,115,490	$227,120	$147,650	$132,562,405

GENERAL FUND

The General Fund is the general operating fund of the city. It is used to account for all financial resources except those required 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.

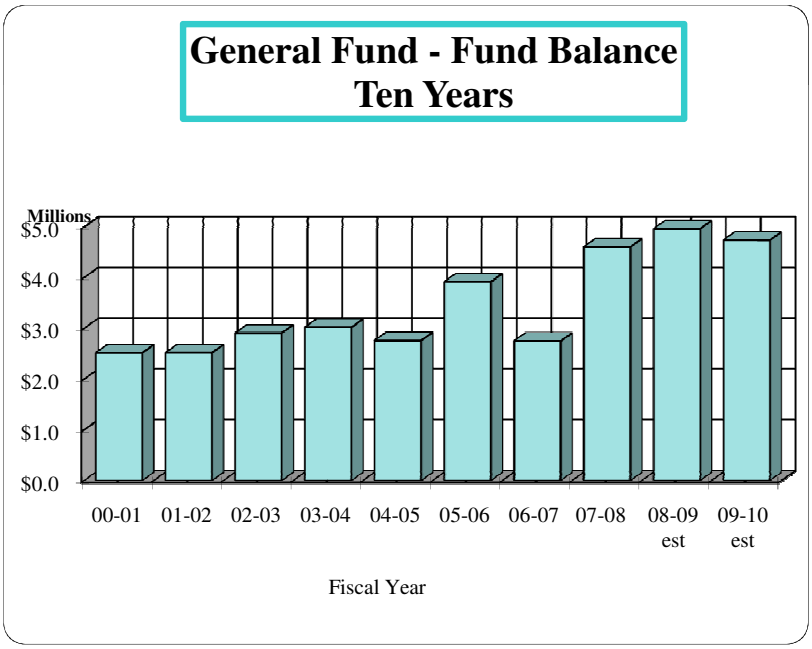
Fund Number	Description
01	General Fund

The following departments are funded by the General Fund:

General Government		Public Safety	Culture & Recreation
Administration	Economic Development	Police	Parks & Recreation
City Clerk	Municipal Court	Animal Control	Recreation Center
Personnel	Legal	Communications	
City Council	Non-Departmental	Fire	
Natural Resources	Engineering Services		
Finance	Public Works		
Information Technology	Building Maintenance		
Planning & Zoning	Custodial		

Fund Balance:

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



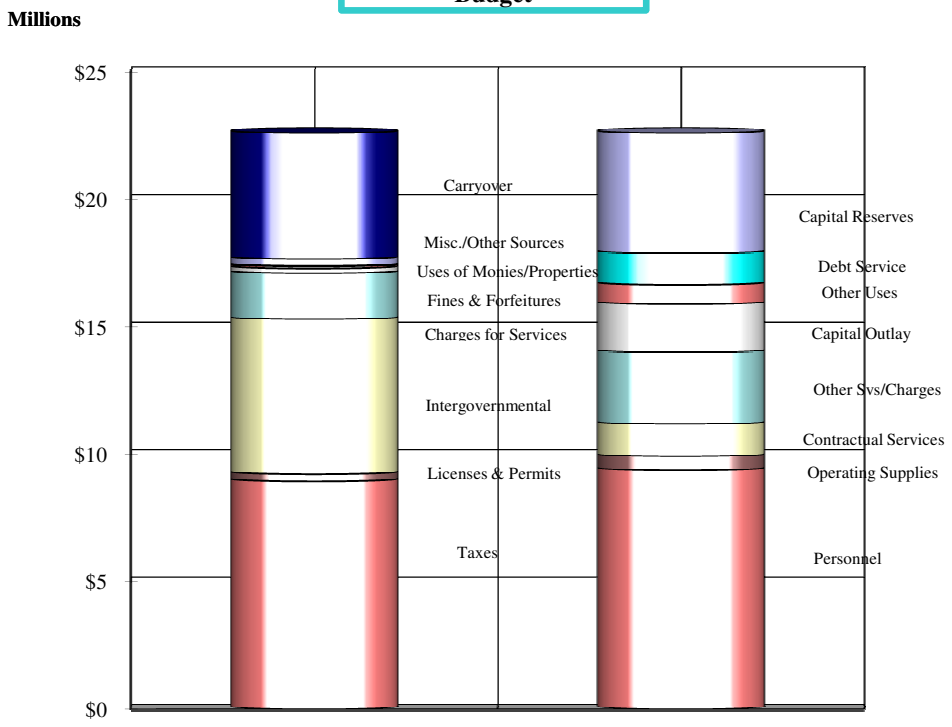
Fiscal Year	Fund Balance
00-01	2,515,013
01-02	2,516,209
02-03	2,905,840
03-04	3,018,814
04-05	2,758,100
05-06	3,916,360
06-07	2,748,395
07-08	4,602,025
08-09 est	4,958,855
09-10 est	4,734,615

The sharp decline in the General Fund balance is due to the use of capital reserves to do some projects. All transfers out affecting this fund balance can be viewed on **page ____.**

Fiscal Year 2009-10 Budget
Revenues/Expenditures

Item	2007-08	2008-09		2009-10
Description	Actual	Budget	Revised	Tentative
Revenue Sources:				
Taxes	8,885,212	10,209,330	7,265,790	8,929,140
Licenses & Permits	358,063	378,100	316,800	280,000
Intergovernmental Revenues	3,443,516	4,157,320	3,402,400	6,069,175
Charges for Services	922,465	901,210	1,046,200	1,801,550
Fines & Forfeitures	214,990	229,200	189,000	195,000
Uses of Monies & Properties	726,568	113,800	97,500	66,000
Miscellaneous Revenues	648,170	45,500	39,210	40,500
Total Revenue Sources	15,198,984	16,034,460	12,356,900	17,381,365
Other Financing Sources:				
Transfers In	23,490	23,490	23,490	23,490
Carryforward	0	3,629,490	4,602,025	4,958,855
Residual Equity Interfund Transfer	0	0	0	0
Proceeds from Lease Purchase	0	0	0	0
Proceeds from Bonds	736,150	0	0	230,100
Total Other Financing Sources	759,640	3,652,980	4,625,515	5,212,445
Total Available Resources	15,958,624	19,687,440	16,982,415	22,593,810
Expenditures:				
Personnel	7,298,315	8,079,965	7,442,360	9,371,790
Operating Supplies	472,289	768,375	475,815	533,755
Contractual Services	916,524	1,218,230	1,047,130	1,272,295
Other Services and Charges	1,296,961	1,766,270	1,105,955	2,809,220
Capital Outlay	1,764,746	479,630	475,260	1,885,910
Debt Service	1,698,015	2,296,670	756,995	762,620
Total Expenditures	13,446,850	14,609,140	11,303,515	16,635,590
Other Uses:				
Transfers Out	696,455	694,510	720,045	1,240,105
Residual Equity Interfund Transfer	0	0	0	0
Total Other Uses	696,455	5,078,300	720,045	5,958,220
Total Expenditures and Other Uses	14,143,305	19,687,440	12,023,560	22,593,810
Net Income / (Loss)	$1,815,319	$0	$4,958,855	$0

Revenues vs. Expenditures
2010 Tentative
Budget



Available Revenues - $22,593,810 Expenditures - $22,593,810
Change in Fund Balance - ($240,740)

Revenues		Expenditures	
Taxes	$8,929,140	Personnel	$9,371,790
Licenses & Permits	280,000	Operating Supplies	533,755
Intergovernmental Revenues	6,069,175	Contractual Services	1,272,295
Charges for Services	1,801,550	Other Services and Charges	2,809,220
Fines & Forfeitures	195,000	Capital Outlay	1,885,910
Uses of Monies & Properties	66,000	Debt Service	762,620
Miscellaneous Revenues	40,500		
		Total Operating Expenditures	16,635,590
Total Operating Revenues	17,381,365		
Carryover Balance	4,958,855	Reserves	4,718,115
Other Sources	253,590	Other Uses	1,240,105
Total Revenues Available	$22,593,810	Total Expenditures	$22,593,810
Changes in Fund Balance - Inc./(Dec.)			($240,740)

Fiscal Year 2009-10 Budget

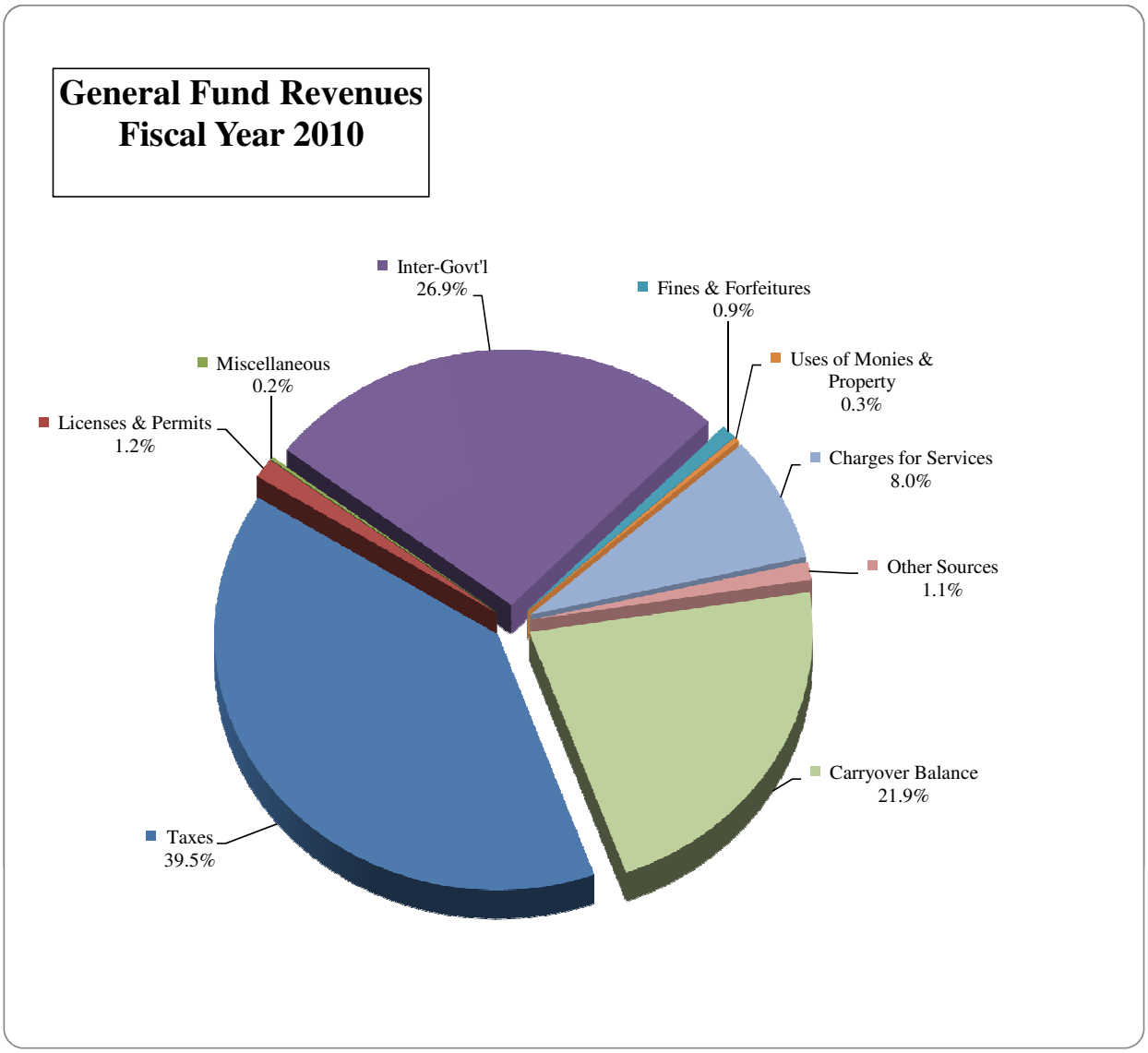
General Fund Revenues Schedule

Item Description	2007-08 Actual	2008-09 Budget	2008-09 Revised	2009-10 Tentative	Percent Change
Taxes					
Franchise Taxes	$226,368	$244,000	$231,990	$238,800	2.94%
City Sales Tax	8,366,050	9,659,030	6,729,800	8,382,340	24.56%
Bed Tax	117,091	118,000	120,000	120,000	0.00%
Utility Tax	175,704	188,300	184,000	188,000	2.17%
Subtotal	8,885,212	10,209,330	7,265,790	8,929,140	22.89%
Licenses & Permits					
Business Licenses	35,675	36,000	43,000	30,000	-30.23%
Construction Permits	300,969	320,000	230,000	210,000	-8.70%
Planning & Zoning Fees	21,419	22,100	43,800	40,000	-8.68%
Subtotal	358,063	378,100	316,800	280,000	-11.62%
Intergovernmental					
State Revenue Sharing	1,528,328	1,623,360	1,623,360	1,402,100	-13.63%
State Shared Sales Tax	998,077	982,260	864,390	834,925	-3.41%
M.V. Lieu Tax	667,929	720,000	660,000	637,940	-3.34%
Homeland Security Grant	33,264	103,090	0	612,300	0.00%
Pant Grant	20,572	40,000	2,110	40,000	1795.73%
School Resource Grant	115,526	112,120	112,120	136,460	21.71%
Miscellaneous Police Grants	0	0	0	5,000	0.00%
Emergency Med Serv Grant	7,195	1,500	0	0	0.00%
Fire Act Grant	0	153,000	0	1,171,250	0.00%
AZ Auto Theft Grant	3,399	14,900	0	10,000	0.00%
AZ. Criminal Justice Grant	0	0	0	0	0.00%
Miscellaneous Fire Grants	16,271	8,000	2,000	0	-100.00%
Victims Rights Grant	2,985	0	2,360	0	-100.00%
Y.C. - FEMA Grants		0	0	0	0.00%
GOHS Grant	15,301	165,000	66,000	110,000	66.67%
DOJ -JAG & Computers	0	0	0	581,020	0.00%
DOJ Internet Crimes		0	0	0	0.00%
AZ DUI Abatement Grant	16,121	0	14,000	0	-100.00%
Yavapai County		0	0	0	0.00%
Yavapai Apache Revenue Share	18,548	0	56,060	60,000	7.03%
S.A.F.E.R Fire Grant		234,090	0	468,180	0.00%
AZ Criminal Justice Grant		0	0	0	0.00%
Subtotal	3,443,516	4,157,320	3,402,400	6,069,175	78.38%
Fines & Forfeitures					
Court Fines	200,487	210,000	170,000	175,000	2.94%
Court Restitution	(1,052)	1,000	1,000	1,000	0.00%
Zoning Violations-Default	50	0	0	0	0.00%
Court Atty Reimbursement	11,461	13,200	14,000	14,000	0.00%
Court-Deferred Surcharge	4,044	5,000	4,000	5,000	25.00%
Subtotal	214,990	229,200	189,000	195,000	3.17%
Uses of Monies & Properties					
Interest Income	715,290	105,000	92,000	60,000	-34.78%
Building Rental	11,278	8,800	5,500	6,000	9.09%
Subtotal	726,568	113,800	97,500	66,000	-32.31%

Fiscal Year 2009-10 Budget

General Fund Revenues Schedule

Item Description	2007-08 Actual	2008-09 Budget	2008-09 Revised	2009-10 Tentative	Percent Change
Charges for Service					
Dispatch Fees	151,825	152,000	145,580	150,000	3.04%
Spillman Fees	39,608	16,000	0	0	0.00%
Animal Control Fees	616	500	2,200	1,500	-31.82%
Recreation Fees	22,049	25,000	25,000	234,000	836.00%
HURF - Indirect Cost	118,383	100,000	160,730	176,100	9.56%
Library - Indirect Cost	77,268	70,000	86,900	133,390	53.50%
Open/Close Graves	5,500	6,000	7,100	6,000	-15.49%
Natural Resource Fees	14,578	9,600	8,750	8,750	0.00%
Engineering Fees	9,625	14,000	8,140	10,000	22.85%
Plan Check Fees	8,625	12,000	4,900	8,000	63.27%
Pool Revenue	32,718	32,000	32,000	32,000	0.00%
Weight Room Fees	15,106	15,000	15,000	15,000	0.00%
Riverfront Park - Snack Bar	13,387	15,660	10,200	11,000	7.84%
Pool - Snack Bar Sales	2,188	2,000	2,000	2,000	0.00%
Batting Cage Revenue	1,421	1,630	1,630	1,630	0.00%
Pool - Swimming Lessons	15,895	19,000	16,000	16,000	0.00%
Equestrian CTR Rev	0	0	0	0	0.00%
Dog Park Revenue	15,000	0	0	0	0.00%
Summer Youth Program	8,463	6,000	0	0	0.00%
Rec/Fees-Softball Tournament	43,211	43,000	50,000	50,000	0.00%
10K Memorial Run	2,000	0	10,000	5,000	-50.00%
Rhythm & Ribs Revenue	34,631	35,000	23,360	23,360	0.00%
Purchase Discounts	0	0	0	0	0.00%
Airport-Indirect Cost	28,891	23,620	41,240	46,280	12.22%
Cemetery-Indirect Cost	0	0	0	51,950	0.00%
Sewer - Indirect Cost	75,123	79,000	137,470	162,020	17.86%
Water - Indirect Cost	170,637	187,000	255,000	654,070	156.50%
Sewer Inspection Fees	13,942	35,000	2,500	3,000	20.00%
Sewer Accounting Fees	1,775	2,200	500	500	0.00%
Subtotal	922,465	901,210	1,046,200	1,801,550	72.20%
Miscellaneous Revenues					
Donations	3,500	500	600	500	-16.67%
Other Income	55,911	30,000	14,000	15,000	7.14%
Cash (Short)/Over	15	0	0	0	0.00%
Police Donations - P.R.	4,021	10,000	2,000	5,000	150.00%
Other Financing Sources	520,000	0	0	0	0.00%
Sale of City Property	20,142	5,000	17,500	20,000	14.29%
State Land Dept - Reimbursement	44,581	0	4,390	0	-100.00%
Arbor/Memorial Program	0	0	0	0	0.00%
Post - Reimbursement	0	0	720	0	-100.00%
Subtotal	648,170	45,500	39,210	40,500	3.29%
Transfers In	23,490	23,490	23,490	23,490	0.00%
Carryover	0	3,629,490	4,602,025	4,958,855	7.75%
Lease Purchase	736,150	0	0	230,100	0.00%
Subtotal	759,640	3,652,980	4,625,515	5,212,445	12.69%



General Fund Revenues	
Taxes	$8,929,140
Licenses & Permits	280,000
Miscellaneous	40,500
Inter-Govt'l	6,069,175
Fines & Forfeitures	195,000
Uses of Monies & Property	66,000
Charges for Services	1,801,550
Other Sources	253,590
Carryover Balance	4,958,855
Total General Fund Revenues	$22,593,810

Fiscal Year 2009-10 Budget

General Fund Revenues

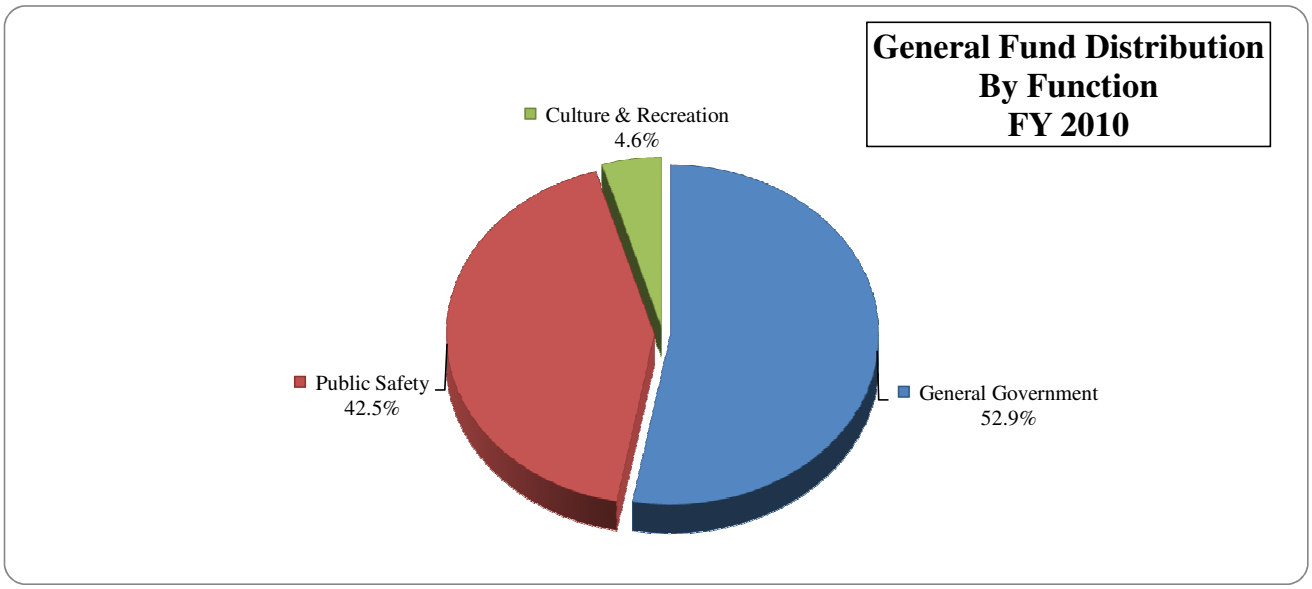
	Taxes	Licenses & Permits	Inter-Govt'l	Charges for Services	Fines & Forfeitures	Uses of Monies & Property	Misc. Revenue	Other Sources
Franchise Taxes	$238,800							
City Sales Tax	8,382,340							
Bed, Board & Booze Tax	120,000							
Utility Tax	188,000							
Business Licenses		$30,000						
Construction Permits		210,000						
Planning & Zoning Fees		40,000						
State Revenue Sharing			$1,402,100					
State Shared Sales Tax			834,925					
M.V. Lieu Tax			637,940					
School Resource Grant			136,460					
Pant Grant			40,000					
Fire & Emergency Services Grants			1,639,430					
Miscellaneous Grants			0					
Police Grants			1,318,320					
Yavapai Apache Revenue Share			60,000					
Dispatch Fees				$150,000				
Spillman Fees				0				
Animal Control Fees				1,500				
Recreation Fees/Rhythm & Ribs/10K Memorial Run				262,360				
HURF - Indirect Cost				176,100				
Library - Indirect Cost				133,390				
Summer Youth Program				0				
Open/Close Graves				6,000				
National Resource Fees				8,750				
Engineering Fees				10,000				
Plan Check Fees				8,000				
Pool Revenue				32,000				
Weight Room Fees				15,000				
Riverfront Park - Snack Bar				11,000				
Pool - Snack Bar Sales				2,000				
Batting Cage Revenues				1,630				
Pool - Swimming Lessons				16,000				
Rec/Fees-Softball Tournament				50,000				
Cemetery-Indirect Cost				51,950				
Airport - Indirect Costs				46,280				
Sewer - Indirect Costs				162,020				
Water - Indirect Costs				654,070				
Sewer Inspection Fees				3,000				
Sewer Accounting Fees				500				
Court Fines					$175,000			
Court Restitutions & Reimbursements					15,000			
Court Deferred Surcharge					5,000			
Building Rental						$6,000		
Interest Income						60,000		
Other Income							$35,000	
Donations							5,500	
Carryover								$4,958,855
Transfers In								23,490
Totals	$8,929,140	$280,000	$6,069,175	$1,801,550	$195,000	$66,000	$40,500	$5,212,445

Total General Fund Revenues Available $22,593,810

Fiscal Year 2009-10 Budget

General Fund Disbursement Schedule

Item Description	2007-08 Actual	2008-09 Budget	2008-09 Revised	2009-10 Tentative	Percent Change
General Government					
Administration	$460,370	$462,960	$414,595	$679,560	63.91%
Personnel	175,817	246,690	180,940	145,470	-19.60%
City Council	759,637	4,978,570	513,300	5,151,075	903.52%
City Clerk	0	0	0	250,250	0.00%
Natural Resource Project	15,083	149,845	146,805	134,035	-8.70%
Finance	391,058	478,180	406,880	378,150	-7.06%
IT Services	101,759	84,960	75,885	91,560	20.66%
Planning & Zoning	433,589	353,210	358,440	386,010	7.69%
Economic Development	0	84,760	73,940	97,650	32.07%
Municipal Court	405,176	429,930	399,450	421,985	5.64%
Legal	318,720	275,500	310,820	421,800	35.71%
Non-Departmental	2,712,982	3,334,650	1,804,090	2,397,225	32.88%
Engineering	278,760	349,220	327,750	408,800	24.73%
Building Maintenance	612,914	632,960	464,800	586,430	26.17%
Custodial	133,625	137,480	134,250	141,870	5.68%
Public Works	0	0	0	264,780	0.00%
Total General Government	6,799,490	11,998,915	5,611,945	11,956,650	113.06%
Public Safety					
Building Inspection	179,282	186,110	167,560	0	-100.00%
Police	3,833,983	3,580,705	3,027,215	4,859,330	60.52%
Ordinance Enforcement	94,674	104,110	93,750	165,830	76.89%
Communications	615,158	623,350	589,330	680,760	15.51%
Fire	1,623,231	2,352,430	1,718,520	3,898,230	126.84%
Total Public Safety	6,346,328	6,846,705	5,596,375	9,604,150	71.61%
Culture & Recreation					
Parks & Recreation	997,486	841,820	815,240	657,310	-19.37%
Recreation Center	0	0	0	375,700	0.00%
Total Culture & Recreation	997,486	841,820	815,240	1,033,010	26.71%
Total General Fund Expenditures	$14,143,305	$19,687,440	$12,023,560	$22,593,810	87.91%

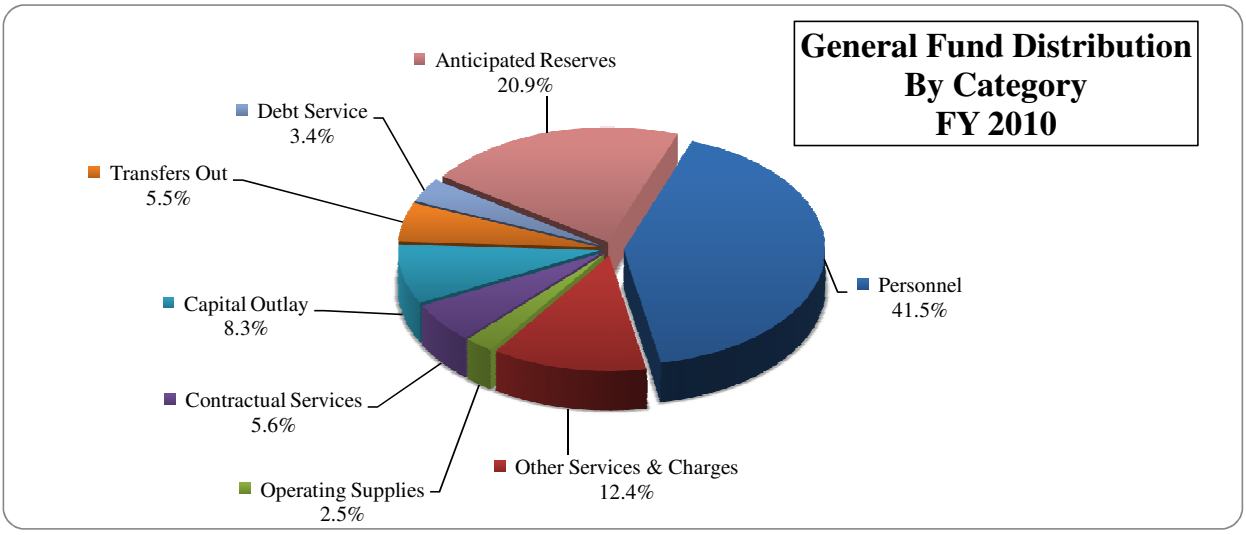


Fiscal Year 2009-10 Budget

General Fund Expenditures By Category

	Personnel	Operating Supplies	Contractual Services	Other Services & Charges	Capital Outlay	Operating Transfers	Debt Service	Restricted Reserves
General Government								
Administration	$629,010	$6,850	$1,100	$22,600	$20,000	$0	$0	$0
Personnel	86,770	5,350	11,300	40,250	1,800	0	0	0
City Council	48,560	900	195,500	69,700	118,300	0	0	4,718,115
City Clerk	163,900	9,450	15,300	36,600	25,000	0	0	0
Natural Resources	123,650	1,875	0	6,510	2,000	0	0	0
Finance	252,000	9,900	81,250	32,000	3,000	0	0	0
IT Services	67,510	2,900	15,500	5,650	0	0	0	0
Community Development	320,110	6,900	1,500	15,000	42,500	0	0	0
Economic Development	72,090	400	100	25,060	0	0	0	0
Municipal Court	332,810	8,500	67,375	13,300	0	0	0	0
Legal	0	0	420,200	1,600	0	0	0	0
Non-Departmental	0	0	1,500	393,000	0	1,240,105	762,620	0
Engineering Services	389,750	9,950	0	6,300	2,800	0	0	0
Building Maintenance	370,930	55,100	53,200	107,200	0	0	0	0
Custodial	0	750	141,120	0	0	0	0	0
Public Works	245,120	12,100	1,500	6,060	0	0	0	0
General Government Totals	3,102,210	130,925	1,006,445	780,830	215,400	1,240,105	762,620	4,718,115
Public Safety								
Building Inspection	0	0	0	0	0	0	0	0
Police	2,881,640	172,800	16,000	1,503,840	285,050	0	0	0
Ordinance Enforcement	128,530	4,050	32,250	1,000	0	0	0	0
Communications	567,860	68,500	4,800	39,600	0	0	0	0
Fire	2,196,490	85,700	158,500	106,700	1,350,840	0	0	0
Public Safety Totals	5,774,520	331,050	211,550	1,651,140	1,635,890	0	0	0
Culture & Recreation								
Parks & Recreation	268,390	39,700	19,050	295,550	34,620	0	0	0
Recreation Center	226,670	32,080	35,250	81,700	0	0	0	0
Culture & Recreation Totals	495,060	71,780	54,300	377,250	34,620	0	0	0
General Fund Category Totals	$9,371,790	$533,755	$1,272,295	$2,809,220	$1,885,910	$1,240,105	$762,620	$4,718,115

General Fund Expenditures	$17,875,695
Anticipated Reserves	4,718,115
Total General Fund Budget	$22,593,810



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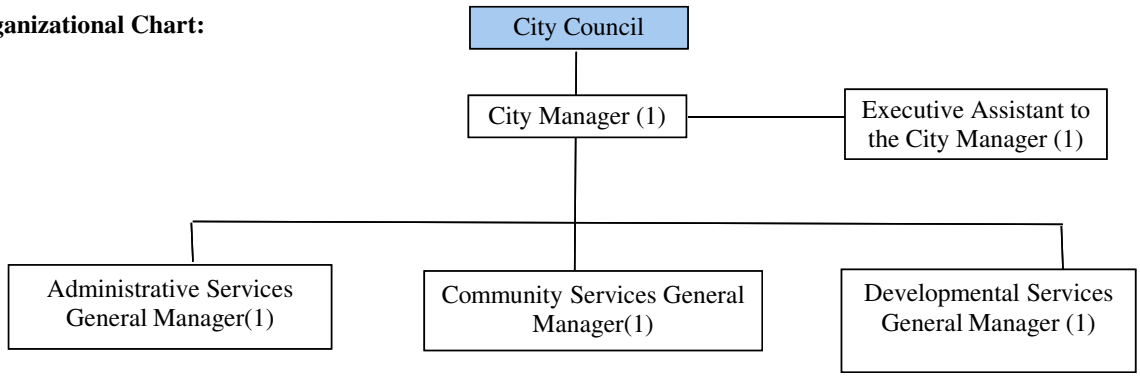
Administration

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 2008-09 Accomplishments:

* Redesigned the City Website
* Improved public information through media releases, website updates, regular Manager's Corner article and other forms of information
* Created a Natural Resources Department / Director
* Developed a Boards and Commissions information manual
* Completed a Judicial Hiring and Review Process and created a Judicial Hiring and Review Board
* Coordinated and developed the Verde Valley Winery Consortium
* Obtained a VISTA worker to obtain funding and administer Housing Renovation and Rehabilitation program

FY 2009-10 Goals:

* Determine options involving collection and disposal of recyclables and trash
* Pursue bill-pay on-line to make City business easier for citizens
* Review and revise the City's Organizational Structure
* Update website to include citizen survey questions to determine shops/services needed in Cottonwood
* Complete Housing Renovation and Rehabilitation Program
* Complete a cost of services analysis related to development
* Complete an employee salary survey and increase market competitiveness

Budget Highlights:

Capital is budgeted at $20,000 for a new pool vehicle. The Council approved a reorganization for FY 2010 which created three General Manager positions that were moved into the Administration Department. The cost of the three General Managers will be covered through indirect costing to other funds.

General Government	Administration	Fund 01 - General Fund		Cost Center	10-00
Summary By Category					
Expenditure Category	2007-08 Actual	2008-09 Budget	2008-09 Revised	2009-10 Tentative	Percent Change
Personnel	$422,052	$366,160	$344,435	$629,010	82.62%
Operating Supplies	7,568	10,000	13,550	6,850	-49.45%
Contractual Services	1,090	4,200	1,400	1,100	-21.43%
Other Services and Charges	28,106	57,600	55,210	22,600	-59.07%
Capital Outlay	1,554	25,000	0	20,000	0.00%
Debt Service	0	0	0	0	0.00%
Department Totals	$460,370	$462,960	$414,595	$679,560	63.91%

Staffing Levels			
Item Description	2007-08	2008-09	2009-10
Full Time Equivalents:	4.00	4.00	5.00

Departmental Fund Sources		
Funding Sources	Amount	% of Funding
General Fund	$679,560	100.00%
	Total Funding	100.00%

Performance Indicators				
	Actual		Estimated	Budget
	2005-06	2007-08	2008-09	2009-10

General Government	Administration	Fund 01 - General Fund	Cost Center	10-00

Supplemental Data: Personnel

Authorized Positions	Number of FTE's			Salary Range		2009-10
Job Classifications	2007-08	2008-09	2009-10	Minimum	Maximum	Budget
City Manager	1.00	1.00	1.00	5856	8491	$108,000
City Clerk	1.00	1.00	0.00	4463	6471	0
Assistant City Manager	1.00	0.00	0.00	4926	7143	0
Deputy Clerk	1.00	1.00	0.00	2468	3578	0
Executive Assistant	0.00	1.00	1.00	3082	4468	46,210
Administrative Svs GM	0.00	0.00	1.00	7313	10604	94,340
Developmental Svs GM	0.00	0.00	1.00	7313	10604	94,340
Community Services GM	0.00	0.00	1.00	7313	10604	94,340
Car Allowance						9,000
Merit Contingency						18,680
Temporary / Reserves						0
Overtime						0
Retirement						43,700
Insurance & Taxes						119,400
Employee Related Expenses						1,000
Totals	4.00	4.00	5.00			$629,010

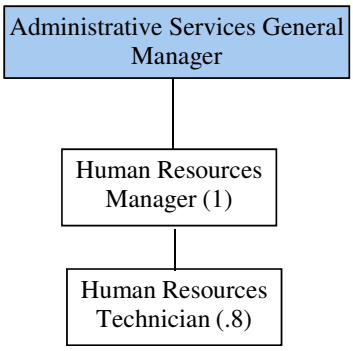
Supplemental Data: Capital Outlay

Item	2007-08	2008-09		2009-10	Percent
Description	Actual	Budget	Revised	Tentative	Change
Desktop Computers					
Sound System Council Chambers	$1,554	$25,000			
New Vehicle				$20,000	
	$1,554	$25,000	$0	$20,000	0.00%

General Government	Administration	Fund 01 - General Fund		Cost Center	10-00
Supplemental Data: Expenditures					
	2007-08	2008-09		2009-10	Percent
Item	Actual	Budget	Revised	Tentative	Change
Supplies					
Office Supplies	1,999	2,800	5,000	2,000	-60.00%
Copier Supplies	1,769	2,500	2,500	1,000	-60.00%
Gas & Oil	979	1,000	650	350	-46.15%
Vehicle Maint & Repairs	601	800	2,500	2,250	-10.00%
Equipment Maint & Repairs	503	500	500	250	-50.00%
Postage & Freight	1,717	2,400	2,400	1,000	-58.33%
Total Supplies	7,568	10,000	13,550	6,850	-49.45%
Contractual Services					
Computer Support	511	600	600	300	-50.00%
Contractual Services	579	3,600	800	800	0.00%
Total Contractual Services	1,090	4,200	1,400	1,100	-21.43%
Other Services and Charges					
Travel & Training	2,064	5,500	2,000	2,500	25.00%
Subscriptions & Memberships	1,954	4,000	4,000	2,000	-50.00%
Printing & Forms	1,439	1,300	500	500	0.00%
Utilities	6,965	9,800	7,000	3,600	-48.57%
Telephone	7,635	8,000	8,000	4,000	-50.00%
Legal Advertising	321	1,000	1,000	0	-100.00%
Election Expense	0	18,000	24,000	0	-100.00%
Manager's Contingency	7,729	10,000	8,710	10,000	14.81%
Total Other Services & Charges	28,106	57,600	55,210	22,600	-59.07%

Personnel

Organizational Chart:



Note: Only unshaded boxes are included in this budget.

General Information:

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

FY 2008-09 Accomplishments:

* Provided recruitment, employee orientation, supervisor/administrator training & other employment services to departments
* Provided requested and mandated training to maintain strong employee skills and capabilities, improve risk management and increase efficiency and effectiveness through developed training programs, publishing newsletters and Communiqué HR Tips as well as distributing email information
* Maintained professional excellence through participation in employee development programs such as seminars, webinars, professional publication review and completing HR certification requirements
* Reviewed key Performance indicators, i.e., new employees processed, employees leaving service, Worker's Compensation claims, insurance claims/incidents filed and applications filed
* Trained the Human Resources Technician to work with cemetery, city benefits, human resources and risk management administrative functions
* Transferred Pandemic plan for city to Fire Department
* Provided assistance to establish the new Judicial Review and Appointments Advisory Board, and worked with the Board as its Recording Secretary

FY 2009-10 Goals:

* Work through and review Worker's Compensation incidents, and Liability claims
* Provide city-wide human resources and safety training
* Provide customer services support to the City of Cottonwood cemetery program
* Continue training the new Human Resources Technician to work with the cemetery, city benefits, human resources and risk management administrative functions
* Begin planning changes to city compensation program

Budget Highlights:

Capital is budgeted at $1,800 for desktop computers. This department uses an indirect costing method to charge services to the other departments. The decrease in the personnel line is due to the change of the Human Resource Directors position Range 52 to a Human Resources Manager position Range 40 during FY 2009.

General Government	Personnel	Fund 01 - General Fund			Cost Center	10-01
Summary By Category						
Expenditure Category		2007-08 Actual	2008-09 Budget	2008-09 Revised	2009-10 Tentative	Percent Change
Personnel		$124,049	$146,090	$134,170	$86,770	-35.33%
Operating Supplies		6,061	5,350	5,300	5,350	0.94%
Contractual Services		7,256	39,300	8,250	11,300	36.97%
Other Services and Charges		38,451	55,950	33,220	40,250	21.16%
Capital Outlay		0	0	0	1,800	0.00%
Debt Service		0	0	0	0	0.00%
Department Totals		$175,817	$246,690	$180,940	$145,470	-19.60%

Staffing Levels			
Item Description	2007-08	2008-09	2009-10
Full Time Equivalents:	1.80	1.80	1.80

Departmental Fund Sources		
Funding Sources	Amount	% of Funding
General Fund	$145,470	100.00%
	Total Funding	100.00%

Performance Indicators				
	Actual		Estimated	Budget
Department Indicators	2006-07	2007-08	2008-09	2009-10
New Employees Processed	50	49	50	50
Employees Leaving Service	43	45	45	40
Worker's Compensation Claims	16	20	18	20
Insurance Claims/Incidents Filed	58	63	60	75
Applications Filed	726	750	800	650

General Government	Personnel	Fund 01 - General Fund	Cost Center	10-01

Supplemental Data: Personnel

Authorized Positions	Number of FTE's			Salary Range		2009-10
Job Classifications	2007-08	2008-09	2009-10	Minimum	Maximum	Budget
Human Resources Director	1.00	1.00	0.00	4463	6471	$0
Human Resources Manager	0.00	0.00	1.00	3319	4812	39,820
Human Resource Tech.	0.80	0.80	0.80	1788	2593	22,560
Emp of the Qtr/Year						650
Merit Contingency						1,720
Temporary / Reserves						0
Overtime						0
Retirement						6,090
Insurance & Taxes						15,930
Employee Related Expenses						0
Totals	1.80	1.80	1.80			$86,770

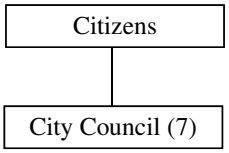
Supplemental Data: Capital Outlay

Item	2007-08	2008-09		2009-10	Percent
Description	Actual	Budget	Revised	Tentative	Change
Desktop Computers				$1,800	
	$0	$0	$0	$1,800	0.00%

General Government	Personnel	Fund 01 - General Fund			Cost Center	10-01
Supplemental Data: Expenditures						
		2007-08	2008-09		2009-10	Percent
Item		Actual	Budget	Revised	Tentative	Change
Supplies						
Office Supplies		2,934	2,500	2,500	2,500	0.00%
Copier Supplies		2,877	2,500	2,500	2,500	0.00%
Postage & Freight		250	350	300	350	16.67%
Total Supplies		6,061	5,350	5,300	5,350	0.94%
Contractual Services						
Compensation Study		495	31,000	0	0	0.00%
Computer Support		266	300	250	300	20.00%
Employee Physicals		6,495	8,000	8,000	11,000	37.50%
Total Contractual Services		7,256	39,300	8,250	11,300	36.97%
Other Services and Charges						
Travel & Training		3,318	3,000	1,500	2,000	33.33%
Subscriptions & Memberships		2,360	3,500	2,500	2,500	0.00%
Training Supplies		763	1,000	800	1,000	25.00%
Printing & Forms		61	200	70	100	42.86%
Vehicle Maintenance		10	250	250	250	0.00%
Equipment Maintenance and Supplies		14	0	900	900	0.00%
Utilities		3,724	4,000	3,200	3,500	9.38%
Telephone		1,528	2,000	2,000	2,000	0.00%
Recruitment Expense		25,576	40,000	20,000	20,000	0.00%
Safety Committee		1,097	2,000	2,000	2,000	0.00%
Unemployment Insurance (City)		0	0	0	6,000	0.00%
Total Other Services & Charges		38,451	55,950	33,220	40,250	21.16%

City Council

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. 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 2008-09 Accomplishments:

* Conducted a Council planning retreat and developed strategies to guide FY2009-2010 budget priorities
* Held combined meetings to review implementation plan, recommendation in the General Plan and evaluate economic development
* Increased functionality and accessibility to City's website
* Created Judicial Review Process
* Expanded Coffee Talk Community Meetings to neighborhoods.

FY 2009-10 Goals:

* Conduct a cost/benefit of growth analysis
* Seek citizen input via a survey
* Determine options on city garbage pick-up and curbside recycling
* Conduct a goal setting retreat to update goals, planning and alternative modes of transportation strategies
* Continue combined meetings with Planning & Zoning, Youth, Airport, Senior, Judicial and Youth Commissions and the Chamber of Commerce/CEDC
* Move forward with annexation investigations and processing
* Move forward with City of Cottonwood's 50 Year Celebration event planning
* Move forward with the State of Arizona's 100 Year Celebration event planning

Budget Highlights:

Capital is budgeted at $118,300 and includes Laptop computers for Council members, CableOne interconnection, the Library Parking Lot Overlay and a carryover from FY 2009 of $10,000 for the Old Town Parking.

General Government	City Council	Fund 01 - General Fund		Cost Center	11-00
Summary By Category					
Expenditure Category	2007-08 Actual	2008-09 Budget	2008-09 Revised	2009-10 Tentative	Percent Change
Personnel	$46,930	$48,580	$48,540	$48,560	0.04%
Operating Supplies	918	900	800	900	12.50%
Contractual Services	177,093	290,500	170,500	195,500	14.66%
Other Services and Charges	40,254	239,800	47,000	69,700	48.30%
Capital Outlay	494,442	15,000	246,460	118,300	-52.00%
Reserves	0	4,383,790	0	4,718,115	0.00%
Debt Service	0	0	0	0	0.00%
Department Totals	$759,637	$4,978,570	$513,300	$5,151,075	903.52%

Staffing Levels			
Item Description	2007-08	2008-09	2009-10
Full Time Equivalents:	7.00	7.00	7.00

Departmental Fund Sources		
Funding Sources	Amount	% of Funding
General Fund	$432,960	8.41%
Reserves/Fund Balance	$4,718,115	91.59%
	Total Funding	100.00%

Performance Indicators				
	Actual		Estimated	Budget
Department Indicators	2005-06	2007-08	2008-09	2009-10
N/A				

General Government	City Council	Fund 01 - General Fund	Cost Center	11-00

Supplemental Data: Personnel

Authorized Positions	Number of FTE's			Salary Range		2009-10
Job Classifications	2007-08	2008-09	2009-10	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						
Overtime						
Retirement						
Insurance & Taxes						3,560
Employee Related Expenses						
Totals	7.00	7.00	7.00			$48,560

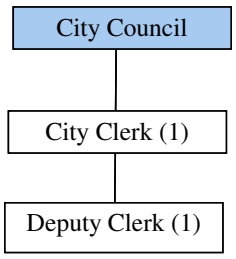
Supplemental Data: Capital Outlay

Item	2007-08	2008-09		2009-10	Percent
Description	Actual	Budget	Revised	Tentative	Change
Laptop Computers		$15,000		$18,300	
Riverfront Ball Fields	$407,308				
Street Improvements	26,949				
Library Parking Lot				30,000	
Old Town Parking	22,140		$115,000	10,000	
Yavapai Apache Nation Distribution	38,046		56,060	60,000	
Trust Land Annexation			75,400		
	$494,442	$15,000	$246,460	$118,300	-52.00%

General Government	City Council	Fund 01 - General Fund			Cost Center	11-00
Supplemental Data: Expenditures						
Item		2007-08 Actual	2008-09 Budget	2008-09 Revised	2009-10 Tentative	Percent Change
Supplies						
Office Supplies		224	200	200	200	0.00%
Copier Supplies		683	500	400	500	25.00%
Postage & Freight		11	200	200	200	0.00%
Total Supplies		918	900	800	900	12.50%
Contractual Services						
Main Street Program & OTA		0	10,000	0	10,000	0.00%
Large Item Pick-up		3,874	7,500	7,500	7,500	0.00%
Recycle Program		24,508	28,000	28,000	28,000	0.00%
Yavapai Advocacy		0	0	0	0	0.00%
Building Community Grants		11,900	15,000	0	0	0.00%
Senior Center		22,500	30,000	45,000	30,000	-33.33%
Rodeo Drive St. Reimbursement		114,311	200,000	90,000	120,000	33.33%
Total Contractual Services		177,093	290,500	170,500	195,500	14.66%
Other Services and Charges						
Travel & Training		10,279	9,000	9,000	11,000	22.22%
Subscriptions & Memberships		3,821	10,000	12,000	12,000	0.00%
Computer Support		481	500	200	200	0.00%
Annual Appreciation Event		3,491	8,000	1,400	2,000	42.86%
Utilities		1,141	1,800	1,500	1,500	0.00%
Telephone		598	3,000	1,200	1,200	0.00%
Public Relations		5,891	12,500	1,000	5,000	400.00%
Youth Commission		4,469	5,000	5,400	500	-90.74%
Senior Commission		0	0	300	300	0.00%
Birding Festival		0	0	0	1,000	0.00%
Veterans Van		0	5,000	5,000	0	-100.00%
Growth Study Analysis		0	150,000	0	0	0.00%
Yavapai Regional Plan		0	0	0	0	0.00%
Council Contingency		10,083	35,000	10,000	35,000	250.00%
Total Other Services & Charges		40,254	239,800	47,000	69,700	48.30%
Reserves						
Carryover Restricted		0	1,899,670	0	2,186,060	0.00%
Accumulation Fund		0	1,000,000	0	1,000,000	0.00%
Undesignated		0	390,110	0	22,830	0.00%
.2% Sales Tax Excess Capital Reserve		0	266,745	0	201,850	0.00%
1% Sales Tax GF CIP		0	827,265	0	697,800	0.00%
Rec Center Oper		0	0	0	609,575	0.00%
Salary Plan Implementation		0	0	0	0	0.00%
Total Reserves		$0	$4,383,790	$0	$4,718,115	0.00%

City Clerk

Organizational Chart:



Note: Only unshaded boxes are included in this budget.

General Information:

The City Clerk assists the City Council and City Manager. The City Clerk 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, and summary and official minutes pertaining to City Council meetings; maintains the city's official documents and records; prepares resolutions and ordinances for council consideration; records and produces written minutes of all council meetings and proceedings, is responsible for the city's business registration program; provides information regarding city matters to the public and other city departments; and conducts all city elections.

FY 2008-09 Accomplishments:

* Posted 55 official council meeting agendas
* Prepared 55 council meeting packets
* Produced 55 council meeting minutes
* Processed and issued 1396 business registrations
* Conducted a primary city election in March 2009
* Conducted a general city election in May 2009

FY 2009-10 Goals:

* Update the city's Municipal Code
* Update the city's Business Registration regulations
* Streamline the process for the Council to interview board and commission applicants
* Post all new Ordinances on the city's web site

Budget Highlights:

Capital is budgeted at $25,000 for Automated Agenda Software. During the budget development it was decided by Council to make the City Clerk into its own department and to have the City Clerk be contracted to the City with renewal every two years.

General Government	Administration	Fund 01 - General Fund	Cost Center	10-00

Summary By Category

Expenditure Category	2007-08 Actual	2008-09 Budget	2008-09 Revised	2009-10 Tentative	Percent Change
Personnel	$0	$0	$0	$163,900	0.00%
Operating Supplies	0	0	0	9,450	0.00%
Contractual Services	0	0	0	15,300	0.00%
Other Services and Charges	0	0	0	36,600	0.00%
Capital Outlay	0	0	0	25,000	0.00%
Debt Service	0	0	0	0	0.00%
Department Totals	$0	$0	$0	$250,250	0.00%

Staffing Levels

Item Description	2007-08	2008-09	2009-10
Full Time Equivalents:	0.00	0.00	2.00

Departmental Fund Sources

Funding Sources	Amount	% of Funding
General Fund	$250,250	100.00%
	Total Funding	100.00%

Performance Indicators

Department Workload	Actual 2005-06	Actual 2007-08	Estimated 2008-09	Budget 2009-10
Number of Official Meetings Posted	47	48	61	65
Business Licenses Issued	1,130	1,485	1,600	1,700
Council Packets Prepared	50	46	61	65

General Government	Administration	Fund 01 - General Fund	Cost Center	10-00

Supplemental Data: Personnel

Authorized Positions	Number of FTE's			Salary Range		2009-10
Job Classifications	2007-08	2008-09	2009-10	Minimum	Maximum	Budget
City Clerk	0.00	0.00	1.00	4463	6471	$78,520
Deputy Clerk	0.00	0.00	1.00	2468	3578	33,810
Car Allowance						
Merit Contingency						940
Temporary / Reserves						16,000
Overtime						500
Retirement						10,690
Insurance & Taxes						22,440
Employee Related Expenses						1,000
Totals	0.00	0.00	2.00			$163,900

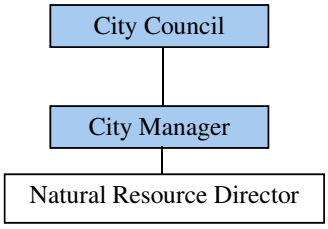
Supplemental Data: Capital Outlay

Item	2007-08	2008-09		2009-10	Percent
Description	Actual	Budget	Revised	Tentative	Change
Desktop Computers					
Sound System Council Chambers					
Agenda Automation Software				$25,000	
	$0	$0	$0	$25,000	0.00%

General Government	Administration	Fund 01 - General Fund		Cost Center	10-00
Supplemental Data: Expenditures					
	2007-08	2008-09		2009-10	Percent
Item	Actual	Budget	Revised	Tentative	Change
Supplies					
Office Supplies	0	0	0	3,000	0.00%
Copier Supplies	0	0	0	2,000	0.00%
Gas & Oil	0	0	0	350	0.00%
Vehicle Maint & Repairs	0	0	0	2,250	0.00%
Equipment Maint & Repairs	0	0	0	250	0.00%
Postage & Freight	0	0	0	1,600	0.00%
Total Supplies	0	0	0	9,450	0.00%
Contractual Services					
Computer Support	0	0	0	300	0.00%
Contractual Services	0	0	0	15,000	0.00%
Total Contractual Services	0	0	0	15,300	0.00%
Other Services and Charges					
Travel & Training	0	0	0	2,000	0.00%
Subscriptions & Memberships	0	0	0	2,000	0.00%
Printing & Forms	0	0	0	12,000	0.00%
Utilities	0	0	0	3,600	0.00%
Telephone	0	0	0	4,000	0.00%
Legal Advertising	0	0	0	1,000	0.00%
Election Expense	0	0	0	12,000	0.00%
Total Other Services & Charges	0	0	0	36,600	0.00%

Natural Resources

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 established initially 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.

The Assistant City Manager was originally assigned to manage this program and facilitate group meetings with Verde Valley elected officials in addition to his other duties. This department expanded dramatically last fiscal year as all water resource related duties were transferred into this program. Funding still includes the Verde Valley Communities, but is also supplemented by both the General Fund and Water Enterprise Fund.

FY 2008-09 Accomplishments:

* Established department as full time water resources program
* Continued efforts to regionally strategize and resolve water related issues
* Continued participation in regional and statewide water related groups
* Facilitated 12 committee meetings with elected officials from the Verde Valley
* Completed system modeling and application for Adequate Water Supply Designation
* Obtained Adequate Water Supply Designation
* Began extensive negotiations for adjudication settlement

FY 2009-10 Goals:

* Continue efforts to regionally strategize and resolve water related issues
* Continue participation in regional and statewide water related groups
* Facilitate 10-12 committee meetings with elected officials from the Verde Valley
* Continue negotiations for adjudication settlement
* Begin acquisition of surface water rights

Budget Highlights:

Capital is budgeted at $2,000 for a laptop computer. As in previous years a portion of this budget is reimbursed to the General Fund throught indirect costing from the Enterprise Funds

General Government	Natural Resources	Fund 01 - General Fund	Cost Center	11-01

Summary By Category

Expenditure Category	2007-08 Actual	2008-09 Budget	2008-09 Revised	2009-10 Tentative	Percent Change
Personnel	$13,452	$119,020	$118,010	$123,650	4.78%
Operating Supplies	156	2,025	1,525	1,875	22.95%
Contractual Services	0	0	0	0	0.00%
Other Services and Charges	1,475	6,800	5,270	6,510	23.53%
Capital Outlay	0	22,000	22,000	2,000	-90.91%
Debt Service	0	0	0	0	0.00%
Department Totals	$15,083	$149,845	$146,805	$134,035	-8.70%

Staffing Levels

Item Description	2007-08	2008-09	2009-10
Full Time Equivalents:	0.00	1.00	1.00

Departmental Fund Sources

Funding Sources	Amount	% of Funding
General Fund	$125,285	93.47%
Intergovernmental Revenues	8,750	6.53%
	Total Funding	100.00%

Performance Indicators

Department Indicators	Actual 2005-06	Actual 2007-08	Estimated 2008-09	Budget 2009-10
Regional Water related meetings attended	40	45	55	72
Yavapai Water Board related meetings attended (this Board formed mid-1999)	22	25	30	38

General Government	Natural Resources	Fund 01 - General Fund	Cost Center	11-01

Supplemental Data: Personnel

Authorized Positions	Number of FTE's			Salary Range		2009-10
Job Classifications	2007-08	2008-09	2009-10	Minimum	Maximum	Budget
Natural Resources Director	0.00	1.00	1.00	4926	7143	$92,410
Merit Pay						7,660
Temporary / Reserves						0
Overtime						0
Retirement						9,410
Insurance & Taxes						14,170
Employee Related Expenses						0
Totals	0.00	1.00	1.00			$123,650

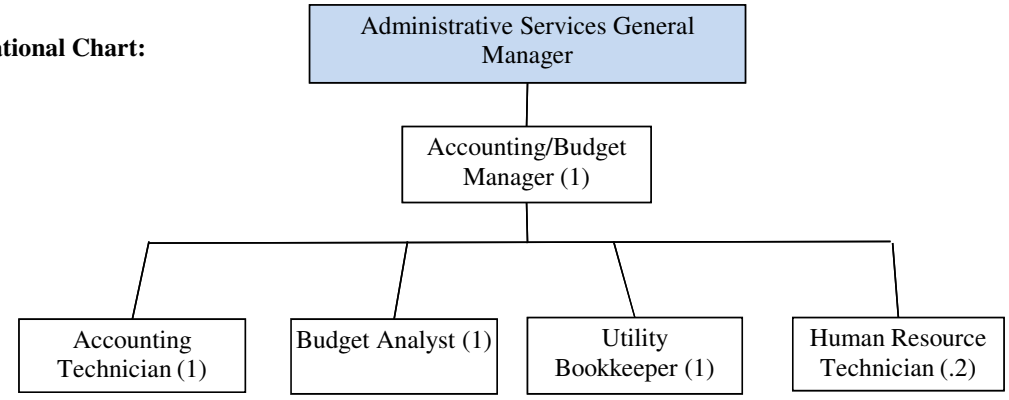
Supplemental Data: Capital Outlay

Item	2007-08	2008-09		2009-10	Percent
Description	Actual	Budget	Revised	Tentative	Change
Computer Software					
Used Hybrid Vehicle		$22,000	$22,000		
Laptop Computer				$2,000	
	$0	$22,000	$22,000	$2,000	-90.91%

General Government	Natural Resources	Fund 01 - General Fund		Cost Center	11-01
Supplemental Data: Expenditures					
	2007-08	2008-09		2009-10	Percent
Item	Actual	Budget	Revised	Tentative	Change
Supplies					
Office Supplies	0	500	300	350	16.67%
Copier Supplies	0	500	0	100	0.00%
Postage & Freight	0	25	25	25	0.00%
Gas & Oil	156	1,000	1,200	1,400	16.67%
Total Supplies	156	2,025	1,525	1,875	22.95%
Contractual Services					
N/A					
Total Contractual Services	0	0	0	0	0.00%
Other Services and Charges					
Travel & Training	1,182	6,000	4,000	5,000	25.00%
Subscriptions & Memberships	0	200	200	200	0.00%
Utilities	0	0	350	350	0.00%
Telephone	292	600	720	960	33.33%
Total Other Services & Charges	1,475	6,800	5,270	6,510	23.53%

Finance

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, procurement, sales tax compliance programs, risk management programs, employee benefits, debt management and city investments.

FY 2008-09 Accomplishments:

* Sixth year of producing the city employee newsletter "The Communiqué"
* The Finance Department obtained its 17th consecutive *Certificate of Achievement in Excellence in Financial Reporting* from the Government Finance Officers Association - (GFOA) for its Comprehensive Annual Financial Report (CAFR) for the year ending June 30, 2008 and is complying with all the new GASB requirements
* Started using the FAA Echo system to get reimbursements for the FAA Grants in a timely manner
* Started billing for Airport tie downs, Hangar Lease, and Hangar Rent quarterly

FY 2009-10 Goals:

* Prepare and submit the City's Comprehensive Annual Financial Report to the Government Finance Officers Associations' (GFOA) to compete for the Certificate of Achievement in Excellence in Financial Reporting for the 18th award
* Prepare and submit the City's Annual Budget for the Fiscal Year 2010 to the Government Finance Officers Association's (GFOA) for competition to obtain its 10th Distinguished Budget Presentation Award
* Develop new budget performance indicator plan based on actual performance percentages
* Complete the updating of the City's Financial Operations Guide
* Obtain new lease purchase to keep the Police and Fire vehicle Replacement Program on track.
* Obtain Refunding Bonds to Refund the 2006 MPC Water Bond and the 2004 MPC Water Bond
* Obtain bonds for the Water, Waste Water and Streets projects budgeted

Budget Highlights:

This budget includes funding for contractual services to cover the cost of a City-wide Fixed Assets Inventory. Capital is budgeted at $3,000 for desktop computers. This department uses an indirect costing method to charge services to the other departments. A reorginazation was planned during the budget process which moved the Finance Director out of the Finance department and made that position into an Administrative Services General Manager, this reduced the Personnel costs in this budget.

General Government	Finance	Fund 01 - General Fund			Cost Center	12-00
Summary By Category						
Expenditure Category		2007-08 Actual	2008-09 Budget	2008-09 Revised	2009-10 Tentative	Percent Change
Personnel		$301,046	$365,330	$296,880	$252,000	-15.12%
Operating Supplies		8,782	10,500	9,600	9,900	3.13%
Contractual Services		50,199	77,850	64,500	81,250	25.97%
Other Services and Charges		26,789	24,500	35,900	32,000	-10.86%
Capital Outlay		4,242	0	0	3,000	0.00%
Debt Service		0	0	0	0	0.00%
Department Totals		$391,058	$478,180	$406,880	$378,150	-7.06%

Staffing Levels			
Item Description	2007-08	2008-09	2009-10
Full Time Equivalents:	5.20	5.20	4.20

Departmental Fund Sources		
Funding Sources	Amount	% of Funding
General Fund	$378,150	100.00%
	Total Funding	100.00%

Performance Indicators				
	Actual		Estimated	Budget
Department Indicators	2006-07	2007-08	2008-09	2009-10
Sales Tax Audits Completed	18	18	9	15
Sales Tax Assessments	$35,327	$13,743	$49,037	$32,702
Accounts Payable Checks Written	6,040	6,028	5,970	6,013
Payroll Checks Written	1,688	1,616	1,434	1,579
ACH Payroll Deposits	2,864	3,155	3,442	3,154
Payroll Checks voided	0.12%	0.13%	0.28%	0.18%
Increase in ACH Payroll Deposits	9.82%	-4.46%	-12.69%	-2.44%
Accounts Payable Checks voided	3.56%	1.31%	0.12%	0.31%
Increase(decrease) in Accounts Payable	1.68%	-0.20%	-0.97%	1.73%

General Government	Finance	Fund 01 - General Fund	Cost Center	12-00

Supplemental Data: Personnel

Authorized Positions	Number of FTE's			Salary Range		2009-10
Job Classifications	2007-08	2008-09	2009-10	Minimum	Maximum	Budget
Finance Director	1.00	1.00	0.00	4689	6799	$0
Accounting/Budget Manager	1.00	1.00	1.00	3487	5056	56,690
Accounting Technician	1.00	1.00	1.00	2235	3241	39,060
Human Resource Tech	0.20	0.20	0.20	447	648	5,640
Utility Bookkeeper	1.00	1.00	1.00	2933	4253	41,500
Buyer	0.00	0.00	0.00	0	0	0
Budget Analyst	1.00	1.00	1.00	2933	4253	36,960
Merit Contingency						3,560
Temporary / Reserves						0
Longevity Pay						0
Retirement						17,240
Insurance & Taxes						46,350
Employee Related Expenses						5,000
Totals	5.20	5.20	4.20			$252,000

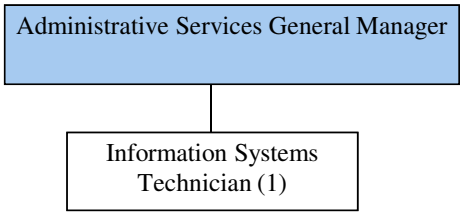
Supplemental Data: Capital Outlay

Item	2007-08	2008-09		2009-10	Percent
Description	Actual	Budget	Revised	Tentative	Change
Desktop Computers	$1,443			$3,000	
Office Furniture	1,545				
Repaint Vehicle					
APC Module					
Printer-Dedicated to PR/AP checks	1,254				
	$4,242	$0	$0	$3,000	0.00%

General Government	Finance	Fund 01 - General Fund			Cost Center	12-00
Supplemental Data: Expenditures						
		2007-08	2008-09		2009-10	Percent
Item		Actual	Budget	Revised	Tentative	Change
Supplies						
Office Supplies		3,480	4,500	3,500	3,500	0.00%
Copier Supplies		2,027	2,400	2,100	2,400	14.29%
Postage & Freight		3,028	3,000	2,500	3,000	20.00%
Equipment Maint/Repairs		247	600	1,500	1,000	-33.33%
Total Supplies		8,782	10,500	9,600	9,900	3.13%
Contractual Services						
Computer Support		7,830	1,000	500	500	0.00%
Sales Tax Audits		15,002	15,000	15,000	15,000	0.00%
Contractual Services		4,367	24,000	7,000	28,000	300.00%
Audit Expense		23,000	37,750	42,000	37,750	-10.12%
General Counsel		0	100	0	0	0.00%
Total Contractual Services		50,199	77,850	64,500	81,250	25.97%
Other Services and Charges						
Travel & Training		5,992	4,000	6,000	6,000	0.00%
Subscriptions & Memberships		1,847	3,000	3,000	3,500	16.67%
Printing & Forms		4,065	2,200	2,200	2,000	-9.09%
Utilities		3,693	4,500	3,500	4,000	14.29%
Telephone		3,227	3,800	3,300	3,500	6.06%
Bank Charges		6,780	5,000	15,000	11,000	-26.67%
Legal Advertising		1,184	2,000	2,900	2,000	-31.03%
Total Other Services & Charges		26,789	24,500	35,900	32,000	-10.86%

IT Services

Organizational Chart:



Note: Only unshaded boxes are included in this budget.

General Information:

Information Technology 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 theses changes. IT Services designs and maintains the City's web site and uploads information from different departments onto the web site.

FY 2008-09 Accomplishments:

* Implemented WSUS (Windows Server Update Services) to update City computers
* Implemented Spam filtering which greatly reduced spam
* Installed different anti-virus software on all City computers to allow more centralized management
* Started using Public Surplus to auction items no longer used by the City

FY 2009-10 Goals:

* Move the Water Department to the new building with little downtime
* Test using virtualization to save on server hardware costs
* Further develop IT policies and procedures
* Setup online payments for the Water Department

Budget Highlights:

No capital is budgeted for FY2010. This department uses an indirect costing method to charge services to the other departments.

General Government	IT Services	Fund 01 - General Fund		Cost Center	12-01
Summary By Category					
Expenditure Category	2007-08 Actual	2008-09 Budget	2008-09 Revised	2009-10 Tentative	Percent Change
Personnel	$61,337	$66,020	$57,710	$67,510	16.98%
Operating Supplies	749	2,600	1,800	2,900	61.11%
Contractual Services	9,810	11,000	11,000	15,500	40.91%
Other Services and Charges	2,860	5,340	3,875	5,650	45.81%
Capital Outlay	27,004	0	1,500	0	-100.00%
Debt Service	0	0	0	0	0.00%
Department Totals	$101,759	$84,960	$75,885	$91,560	20.66%

Staffing Levels			
Item Description	2007-08	2008-09	2009-10
Full Time Equivalents:	1.00	1.00	1.00

Departmental Fund Sources		
Funding Sources	Amount	% of Funding
General Fund	$91,560	100.00%
	Total Funding	100.00%

Performance Indicators				
	Actual		Estimated	Budget
Department Indicators	2006-07	2007-08	2008-09	2009-10
File Server Uptime	n/a	1	99.93%	99.90%
Average Initial Helpdesk Response Time	n/a	3 days	1 day	1 day
Time to Post Agendas and Minutes to Website	n/a	1 day	Same day	Same day

General Government	IT Services	Fund 01 - General Fund	Cost Center	12-01

Supplemental Data: Personnel

Authorized Positions	Number of FTE's			Salary Range		2009-10
Job Classifications	2007-08	2008-09	2009-10	Minimum	Maximum	Budget
IT Technician	1.00	1.00	1.00	3487	5056	$47,730
Merit Contingency						1,670
Temporary / Reserves						0
Overtime						0
Retirement						4,640
Insurance & Taxes						9,970
Employee Related Expenses						3,500
Totals	1.00	1.00	1.00			$67,510

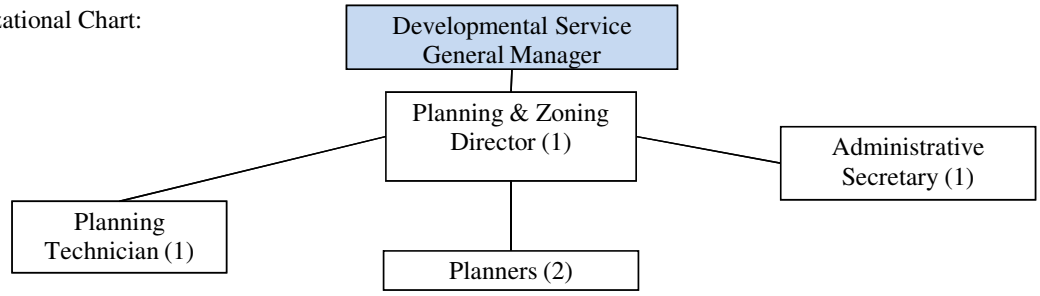
Supplemental Data: Capital Outlay

Item	2007-08	2008-09		2009-10	Percent
Description	Actual	Budget	Revised	Tentative	Change
Projection Setup in Council Chambers	$4,222		$1,500		
Replacement Servers (3)	22,782				
	$27,004	$0	$1,500	$0	-100.00%

General Government	IT Services	Fund 01 - General Fund		Cost Center	12-01
Supplemental Data: Expenditures					
	2007-08	2008-09		2009-10	Percent
Item	Actual	Budget	Revised	Tentative	Change
Supplies					
Office Supplies	545	500	500	500	0.00%
Copier Supplies	185	600	0	600	0.00%
Postage & Freight	16	100	100	100	0.00%
Equipment Maint/Repairs	3	200	500	500	0.00%
Gas & Oil	0	500	200	500	150.00%
Vehicle Maintenance & Repair	0	500	500	500	0.00%
Printing & Forms	0	200	0	200	0.00%
Total Supplies	749	2,600	1,800	2,900	61.11%
Contractual Services					
Computer Support	2,297	2,000	3,000	3,500	16.67%
Contractual Services	7,513	9,000	8,000	12,000	50.00%
Total Contractual Services	9,810	11,000	11,000	15,500	40.91%
Other Services and Charges					
Travel & Training	10	2,500	1,000	2,500	150.00%
Subscriptions & Memberships	551	540	575	650	13.04%
Telephone	1,738	2,000	1,800	2,000	11.11%
Utilities	560	300	500	500	0.00%
Total Other Services & Charges	2,860	5,340	3,875	5,650	45.81%

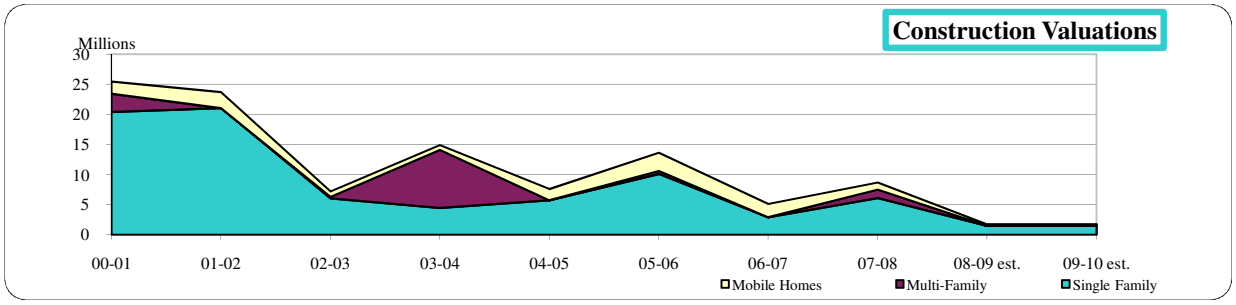
Planning & Zoning

Organizational Chart:



General Information: Note: Only unshaded boxes are included in this budget.

The Planning and Zoning Department provides planning services to the City Council, Planning and Zoning Commission, Development Review Board, Main Street Program, Code Review Board and the general public. Department staff are also responsible for securing Community Development Block Grants.



FY 2008-09 Accomplishments:

* Developed a Bicycle Plan for the City
* Designed / accomplished code amendments addressing submittal and review of Planned Area Developments

FY 2009-10 Goals:

* Investigate possible support for participation in regional Housing Authority / Strategy
* Continue to review USFS / State Trust lands annexation / land use planning and zoning process; as well as that for other possible annexations
* Initiate Special Area Planning process
* Development of Design Manual to guide P&Z / Design Review process
* Installation of Zoning Clearance and Certificate of Compliance processes
* Upgrade website and develop e-newsletter as monthly department summary
* Review and development of Form-based codes, Green codes, hillside/slopes ordinance, and water re-use ordinance
* Smooth transition into the reorganization and move into the new Developmental Services Building

Budget Highlights:

The capital budget includes $32,500 for the purchase of database software, a plotter and a desktop computer. The Planning & Zoning Department will be moving into the Developmental Services building with the Utility Companies when the building is remodeled. The reorganization put this department directly under the supervision of the Developmental Services General Manager.

General Government	Planning & Zoning	Fund 01 - General Fund	Cost Center	13-00

Summary By Category

Expenditure Category	2007-08 Actual	2008-09 Budget	2008-09 Revised	2009-10 Tentative	Percent Change
Personnel	$405,506	$303,310	$326,040	$320,110	-1.82%
Operating Supplies	8,543	7,300	6,300	6,900	9.52%
Contractual Services	2,512	1,500	9,600	1,500	-84.38%
Other Services and Charges	14,723	16,600	16,500	15,000	-9.09%
Capital Outlay	2,306	24,500	0	42,500	0.00%
Debt Service	0	0	0	0	0.00%
Department Totals	$433,589	$353,210	$358,440	$386,010	7.69%

Staffing Levels

Item Description	2007-08	2008-09	2009-10
Full Time Equivalents:	6.50	5.50	5.00

Departmental Fund Sources

Funding Sources	Amount	% of Funding
General Fund	$386,010	100.00%
	Total Funding	100.00%

Performance Indicators

Department Indicators	Actual 2006-07	Actual 2007-08	Estimated 2008-09	Budget 2009-10
Special Planning Projects	0	0	4	5
Zoning Change Appls	8	1	1	2
Gen Plan Amends	0	0	0	2
Conditional Use Pmts	25	15	36	36
Subdiv Plats	9	2	0	2
Zoning Ord Changes	1	3	7	6
Muni Code Changes	5	4	8	4
Zoning Complaints Opened	141	154	101	150
Zoning Complaints Closed	153	168	92	150
Hearing Officer Revs	0	20	16	16
Board of Adjustmt Cases	4	0	2	4
Code Review Appls	19	45	40	40
Design Review Appls	39	19	30	30
Annexations	0	0	4	4

General Government	Planning & Zoning	Fund 01 - General Fund	Cost Center	13-00

Supplemental Data: Personnel

Authorized Positions	Number of FTE's			Salary Range		2009-10
Job Classifications	2007-08	2008-09	2009-10	Minimum	Maximum	Budget
Community Development Director	1.00	1.00	1.00	4689	6799	$71,450
Planner	2.00	2.00	2.00	3319	4812	100,650
Code Enforcement Officer	1.00	1.00	0.00	2349	3406	0
Planning Technician	1.00	1.00	1.00	2349	3406	39,610
Administrative Coordinator	0.50	0.50	1.00	2235	3241	29,810
Economic Development Director	1.00	0.00	0.00	3487	5056	0
Merit Contingency						4,520
Temporary / Reserves						0
Overtime						0
Retirement						23,130
Insurance & Taxes						50,940
Employee Related Expenses						0
Totals	6.50	5.50	5.00			$320,110

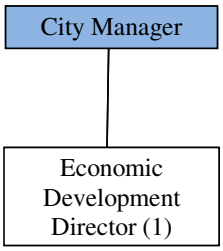
Supplemental Data: Capital Outlay

Item	2007-08	2008-09		2009-10	Percent
Description	Actual	Budget	Revised	Tentative	Change
Desktop computer	$2,306	$1,500		$2,500	
Camera					
Plotter		8,000		10,000	
Permit Software		15,000			
Database Software				30,000	
	$2,306	$24,500	$0	$42,500	0.00%

General Government	Planning & Zoning	Fund 01 - General Fund			Cost Center	13-00
Supplemental Data: Expenditures						
		2007-08	2008-09		2009-10	Percent
Item		Actual	Budget	Revised	Tentative	Change
Supplies						
Office Supplies		2,271	2,200	2,200	2,000	-9.09%
Copier Supplies		2,413	2,000	1,600	1,600	0.00%
Postage & Freight		1,488	1,300	500	1,300	160.00%
Gas & Oil		1,963	1,000	2,000	2,000	0.00%
Vehicle Maint & Repairs		139	700	0	0	0.00%
Equipment Maint & Repairs		268	100	0	0	0.00%
Total Supplies		8,543	7,300	6,300	6,900	9.52%
Contractual Services						
Computer Support		532	500	500	500	0.00%
Contractual Services		1,980	1,000	700	1,000	42.86%
General Counsel		0	0	8,400	0	-100.00%
Total Contractual Services		2,512	1,500	9,600	1,500	-84.38%
Other Services and Charges						
Travel & Training		3,642	4,500	3,200	3,000	-6.25%
Subscriptions & Memberships		1,009	1,500	1,200	1,000	-16.67%
Printing & Forms		187	500	400	400	0.00%
Utilities		4,522	5,000	5,500	5,500	0.00%
Telephone		1,729	1,600	1,700	1,600	-5.88%
Building Rental		0	0	0	0	0.00%
Legal Advertising		3,190	3,000	4,000	3,000	-25.00%
Graphics/Reproductions		445	500	500	500	0.00%
General Plan Expense		0	0	0	0	0.00%
Total Other Services & Charges		14,723	16,600	16,500	15,000	-9.09%

Economic Development

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 2008-09 Accomplishments:

* Developed "Focus on Success" – 5-yr E.D. plan
* Developed Asset Inventory
* Helped develop the wine industry, i.e. Verde Valley Wine Consortium (VVWC), Yavapai College viticulture program
* Taught SBDC entrepreneurship class
* Conducted Business retention and expansion surveys
* Attended AZ Town Hall regarding housing
* Attended regular meetings as board or committee member of CEDC, SLIM, NACOG E.D., VV Leadership, VVAC, AAED, VVREO, & OTA

FY 2009-10 Goals:

* Implement "Focus on Success" – five year economic development strategy
* Further expose Cottonwood as an excellent place to do business
* Optimize effectiveness through the use of technology and economic development tools such as City / CEDC website, AZ prospector, Asset Inventory, B-3, etc
* Accelerate Business Retention and Expansion (B3) program (80% of effort)
* Energize Business Attraction (20% of effort)
* Support efforts that add economic value to Cottonwood (CEDC, AAED, NACOG, VVWC, VVREO, VVL, SLIM, OTA, COC, Ag, Arts, Airport, Tourism, etc.)
* Support Industry Targets as outlined in Focus on Success, i.e. Healthcare & Social Services, Viticulture / R&D, Manufacturing, Transportation & Warehousing, Wholesale Trade, Finance & Insurance, Professional, Scientific & Tech Services, Accommodation & Food Services

Budget Highlights:

No capital is budgeted for FY2010.

General Government	Economic Developmer	Fund 01 - General Fund	Cost Center	15-00

Summary By Category

Expenditure Category	2007-08 Actual	2008-09 Budget	2008-09 Revised	2009-10 Tentative	Percent Change
Personnel	$0	$70,960	$68,890	$72,090	4.65%
Operating Supplies	0	1,600	250	400	60.00%
Contractual Services	0	5,500	100	100	0.00%
Other Services and Charges	0	4,200	4,700	25,060	433.19%
Capital Outlay	0	2,500	0	0	0.00%
Debt Service	0	0	0	0	0.00%
Department Totals	$0	$84,760	$73,940	$97,650	32.07%

Staffing Levels

Item Description	2007-08	2008-09	2009-10
Full Time Equivalents:	0.00	1.00	1.00

Departmental Fund Sources

Funding Sources	Amount	% of Funding
General Fund	$97,650	100.00%
	Total Funding	100.00%

Performance Indicators

Department Indicators	Actual 2005-06	Actual 2007-08	Estimated 2008-09	Budget 2009-10
N/A				

General Government	Economic Development	Fund 01 - General Fund	Cost Center	15-00

Supplemental Data: Personnel

Authorized Positions	Number of FTE's			Salary Range		2009-10
Job Classifications	2007-08	2008-09	2009-10	Minimum	Maximum	Budget
Economic Development Director	0.00	1.00	1.00	3487	5056	54,230
Merit Contingency						1,490
Temporary / Reserves						0
Overtime						0
Retirement						5,240
Insurance & Taxes						11,130
Employee Related Expenses						0
Totals	0.00	1.00	1.00			$72,090

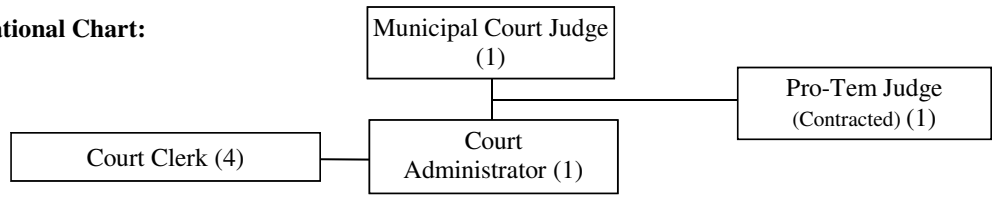
Supplemental Data: Capital Outlay

Item	2007-08	2008-09		2009-10	Percent
Description	Actual	Budget	Revised	Tentative	Change
Marketing Video		$2,500			
	$0	$2,500	$0	$0	0.00%

General Government	Economic Developmer	Fund 01 - General Fund		Cost Center	15-00
Supplemental Data: Expenditures					
	2007-08	2008-09		2009-10	Percent
Item	Actual	Budget	Revised	Tentative	Change
Supplies					
Office Supplies	0	500	0	0	0.00%
Copier Supplies	0	500	0	0	0.00%
Postage & Freight	0	0	0	0	0.00%
Gas & Oil	0	600	250	400	60.00%
Vehicle Maint & Repairs	0	0	0	0	0.00%
Equipment Maint & Repairs	0	0	0	0	0.00%
Total Supplies	$0	$1,600	$250	$400	60.00%
Contractual Services					
Computer Support	0	500	100	100	0.00%
Contractual Services	0	5,000	0	0	0.00%
Total Contractual Services	$0	$5,500	$100	$100	0.00%
Other Services and Charges					
Travel & Training	0	2,000	0	0	0.00%
Subscriptions & Memberships	0	1,200	0	1,000	0.00%
Printing & Forms	0	0	0	0	0.00%
Utilities	0	500	3,900	4,100	5.13%
Telephone	0	500	800	960	20.00%
Building Rental	0	0	0	0	0.00%
Legal Advertising	0	0	0	0	0.00%
Graphics/Reproductions	0	0	0	0	0.00%
General Plan Expense	0	0	0	0	0.00%
Focus on Success	0	0	0	19,000	0.00%
Total Other Services & Charges	$0	$4,200	$4,700	$25,060	433.19%

Municipal Court

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.

FY 2008-09 Accomplishments:

* Utilized the Arizona Supreme Court's debt collection program, FARE. This has resulted in the collection of $40,551.20 in 2008
* Maintained AZTEC exception/error reports to show no current errors
* All staff current on continuing education (COJET) requirements
* Maintained MVD reject reports to show few court errors
* Receipted $536,516.59 during 2008, of which $198,343.56 was remitted to the city

FY 2009-10 Goals:

* Complete transfer of remaining collections cases to FARE program
* Maintain improved reporting levels as reflected in AZTEC and MVD reports
* Staff to maintain COJET requirements

Budget Highlights:

No capital is budgeted for FY2010

General Government	Municipal Court	Fund 01 - General Fund	Cost Center	17-00

Summary By Category

Expenditure Category	2007-08 Actual	2008-09 Budget	2008-09 Revised	2009-10 Tentative	Percent Change
Personnel	$337,173	$336,650	$300,070	$332,810	10.91%
Operating Supplies	6,317	8,500	6,410	8,500	32.61%
Contractual Services	49,465	68,250	80,170	67,375	-15.96%
Other Services and Charges	12,221	14,800	12,800	13,300	3.91%
Capital Outlay	0	1,730	0	0	0.00%
Debt Service	0	0	0	0	0.00%
Department Totals	$405,176	$429,930	$399,450	$421,985	5.64%

Staffing Levels

Item Description	2007-08	2008-09	2009-10
Full Time Equivalents:	7.00	6.00	6.00

Departmental Fund Sources

Funding Sources	Amount	% of Funding
General Fund	$421,985	100.00%
	Total Funding	100.00%

Performance Indicators

Department Indicators	Actual 2006-07	Actual 2007-08	Estimated 2008-09	Budget 2009-10
Criminal Traffic	664	327	174	250
Criminal Non-Traffic	605	421	414	450
Civil Traffic	1543	1316	816	1000
Protective Orders Processed	105	35	15	30

General Government	Municipal Court	Fund 01 - General Fund	Cost Center	17-00

Supplemental Data: Personnel

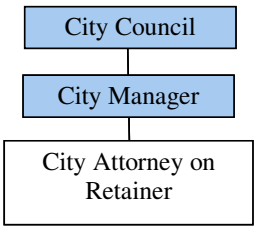
Authorized Positions	Number of FTE's			Salary Range		2009-10
Job Classifications	2007-08	2008-09	2009-10	Minimum	Maximum	Budget
Municipal Judge	1.00	1.00	1.00	Contract		$76,500
Court Clerk	4.00	4.00	4.00	2076	3010	131,300
Court Administrator	1.00	1.00	1.00	3159	4580	28,410
Pro-Tem Judge	1.00	0.00	0.00	Contract		0
Merit Contingency						4,750
Temporary / Reserves						0
Overtime						0
Retirement						22,930
Insurance & Taxes						68,920
Employee Related Expenses						0
Totals	7.00	6.00	6.00			$332,810

Supplemental Data: Capital Outlay

Item	2007-08	2008-09		2009-10	Percent
Description	Actual	Budget	Revised	Tentative	Change
Door Closing Mechanism					
Audio Recording System		$1,730			
	$0	$1,730	$0	$0	0.00%

General Government	Municipal Court	Fund 01 - General Fund			Cost Center	17-00
Supplemental Data: Expenditures						
		2007-08	2008-09		2009-10	Percent
Item		Actual	Budget	Revised	Tentative	Change
Supplies						
Office Supplies		2,681	4,500	3,200	4,500	40.63%
Copier Supplies		1,043	1,200	700	1,200	71.43%
Postage & Freight		1,366	1,300	1,000	1,300	30.00%
Vehicle Maint & Repairs		16	0	10	0	-100.00%
Equipment Maint & Repairs		1,068	1,500	1,500	1,500	0.00%
Gas & Oil		142	0	0	0	0.00%
Total Supplies		6,317	8,500	6,410	8,500	32.61%
Contractual Services						
Computer Support		8,110	7,250	7,370	6,875	-6.72%
Contractual Services		12,562	16,000	15,000	16,000	6.67%
Court Appointed Attorney		26,868	38,000	53,300	40,000	-24.95%
Pro Tem Services		1,925	4,500	4,500	4,500	0.00%
Jail Expense		0	0	0	0	0.00%
Court Audit		0	2,500	0	0	0.00%
Total Contractual Services		49,465	68,250	80,170	67,375	-15.96%
Other Services and Charges						
Travel & Training		2,601	2,400	2,400	2,400	0.00%
Subscriptions & Memberships		1,618	2,400	2,400	2,400	0.00%
Printing & Forms		52	800	0	0	0.00%
Utilities		5,294	6,200	5,000	5,000	0.00%
Telephone		2,323	2,500	3,000	3,000	0.00%
Building Rental		0	0	0	0	0.00%
Jury Fee		228	500	0	500	0.00%
Misc Expense		105	0	0	0	0.00%
Total Other Services & Charges		12,221	14,800	12,800	13,300	3.91%

Legal



General Information: Note: Only unshaded boxes are included in this budget.

The Legal Department has the duty of representing and advising the City of Cottonwood on all legal matters. Additional support for this function of city government is currently provided by an outside law firm on a retainer basis. Reliance upon outside counsel will diminish, however, as the City Attorney assumes more responsibility on 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 2008-09 Accomplishments:

* Judicial Dialogue Entry of Victim Notifications working in unison with the prosecutors office
* Served as mediator between prosecutor and court to streamline the court process

FY 2009-10 Goals:

* Computerize Forms
* Provide consistent paperwork for victims and court cases regarding criminal prosecutions
* Improve PD and Court relations

Budget Highlights:

The function of Attorney services for the City of Cottonwood is provided through a contract with Mangum, Wall, Stoops & Warden PLLC for FY2010, eliminating the City Attorney and Legal Services Coordinator positions. No capital is budgeted for FY2010

General Government	Legal	Fund 01 - General Fund			Cost Center	18-00
Summary By Category						
Expenditure Category		2007-08 Actual	2008-09 Budget	2008-09 Revised	2009-10 Tentative	Percent Change
Personnel		$91,500	$0	$0	$0	0.00%
Operating Supplies		2,388	0	0	0	0.00%
Contractual Services		200,705	275,500	309,220	420,200	35.89%
Other Services and Charges		24,127	0	1,600	1,600	0.00%
Capital Outlay		0	0	0	0	0.00%
Debt Service		0	0	0	0	0.00%
Department Totals		$318,720	$275,500	$310,820	$421,800	35.71%

Staffing Levels			
Item Description	2007-08	2008-09	2009-10
Full Time Equivalents:	2.00	0.00	0.00

Departmental Fund Sources		
Funding Sources	Amount	% of Funding
General Fund	$421,800	100.00%
	Total Funding	100.00%

Performance Indicators				
	Actual		Estimated	Budget
Department Indicators	2005-06	2007-08	2008-09	2009-10
Ordinances Processed	7	12	11	15
Resolutions Processed	20	55	68	75
Superior Court Trials and Appeals	6	1		
City Court Trials	50	58	65	75
Sentencing's	211	270		

General Government	Legal		Fund 01 - General Fund		Cost Center	18-00
Supplemental Data: Personnel						
Authorized Positions	Number of FTE's			Salary Range		2009-10
Job Classifications	2007-08	2008-09	2009-10	Minimum	Maximum	Budget
Attorney	1.00	0.00	0.00	4185	6069	$0
Legal Services Coordinator	1.00	0.00	0.00	3082	4468	0
Merit Contingency						
Temporary / Reserves						
Overtime						
Retirement						
Insurance & Taxes						
Employee Related Expenses						
Totals	2.00	0.00	0.00			$0

Supplemental Data: Capital Outlay					
Item	2007-08	2008-09		2009-10	Percent
Description	Actual	Budget	Revised	Tentative	Change
N/A					
	$0	$0	$0	$0	

General Government	Legal	Fund 01 - General Fund		Cost Center	18-00
Supplemental Data: Expenditures					
	2007-08	2008-09		2009-10	Percent
Item	Actual	Budget	Revised	Tentative	Change
Supplies					
Office Supplies	1,614	0	0	0	0.00%
Copier Supplies	528	0	0	0	0.00%
Postage & Freight	246	0	0	0	0.00%
Total Supplies	2,388	0	0	0	0.00%
Contractual Services					
General Counsel	89,658	182,000	144,720	240,000	65.84%
Contract Services	31	0	0	0	0.00%
Prosecuting Attorney	110,743	93,500	164,300	180,000	9.56%
Computer Support	273	0	200	200	0.00%
Total Contractual Services	200,705	275,500	309,220	420,200	35.89%
Other Services and Charges					
Travel & Training	3,061	0	0	0	0.00%
Subscriptions & Memberships	16,134	0	0	0	0.00%
Printing & Forms	1,262	0	0	0	0.00%
Telephone Expense	2,095	0	1,600	1,600	0.00%
Utilities	1,575	0	0	0	0.00%
Total Other Services & Charges	24,127	0	1,600	1,600	0.00%

Non-Departmental

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 2008-09 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 2009-10 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:

The budget for Non-Departmental expenses increased by 26% as the transfers out increased to help cover expenditures in the Library, Cemetery and Capital Improvements budgets. There will also be an increase for lease payments as we receive funding to purchase new vehicles for the Fire Department and Police Department

General Government	Non-Departmental	Fund 01 - General Fund	Cost Center	23-00

Summary By Category

Expenditure Category	2007-08 Actual	2008-09 Budget	2008-09 Revised	2009-10 Tentative	Percent Change
Personnel	$0	$0	$0	$0	0.00%
Operating Supplies	0	0	0	0	0.00%
Contractual Services	1,680	0	1,400	1,500	7.14%
Other Services and Charges	316,831	343,470	325,650	393,000	20.68%
Operating Transfers	696,455	694,510	720,045	1,240,105	72.23%
Debt Service	1,698,015	2,296,670	756,995	762,620	0.74%
Department Totals	$2,712,982	$3,334,650	$1,804,090	$2,397,225	32.88%

Staffing Levels

Item Description	2007-08	2008-09	2009-10
Full Time Equivalents:	0.00	0.00	0.00

Departmental Fund Sources

Funding Sources	Amount	% of Funding
General Fund	$2,397,225	100.00%
	Total Funding	100.00%

Performance Indicators

Department Indicators	Actual 2005-06	Actual 2007-08	Estimated 2008-09	Budget 2009-10
Not Applicable				

General Government	Non-Departmental	Fund 01 - General Fund	Cost Center	23-00

Supplemental Data: Personnel

Authorized Positions	Number of FTE's			Salary Range		2009-10
Job Classifications	2007-08	2008-09	2009-10	Minimum	Maximum	Budget
Not Applicable						
Temporary / Reserves						
Overtime						
Retirement						
Insurance & Taxes						
Employee Related Expenses						
Totals	0.00	0.00	0.00			$0

Supplemental Data: Operating Transfers

Item	2007-08	2008-09		2009-10	Percent
Description	Actual	Budget	Revised	Tentative	Change
Operating Transfers - HURF	$0	$0	$0	$0	0.00%
Operating Transfers - Library	656,127	659,810	630,795	707,380	12.14%
Operating Transfers - Cemetery	40,328	34,700	69,250	103,465	49.41%
Operating Transfers - Airport Authority	0	0	0	0	0.00%
Operating Transfers - Sewer	0	0	0	0	0.00%
Operating Transfers - Airport Improvements	0	0	0	0	0.00%
Operating Transfers - CDBG	0	0	0	0	0.00%
Operating Transfers - Grants	0	0	0	0	0.00%
Operating Transfers - Capital Projects	0	0	20,000	429,260	2046.30%
Operating Transfers - Debt Services	0	0	0	0	0.00%
	$696,455	$694,510	$720,045	$1,240,105	72.23%

General Government	Non-Departmental	Fund 01 - General Fund		Cost Center	23-00
Supplemental Data: Expenditures					
	2007-08	2008-09		2009-10	Percent
Item	Actual	Budget	Revised	Tentative	Change
Supplies					
N/A					
Total Supplies	0	0	0	0	0.00%
Contractual Services					
Emergency Services	0	0	0	0	0.00%
Health Services	0	0	0	0	0.00%
Auction Fees	1,120	0	1,400	1,500	7.14%
Trustee Fees	560	0	0	0	0.00%
Total Contractual Services	1,680	0	1,400	1,500	7.14%
Other Services and Charges					
Liability Insurance	189,967	199,470	200,500	250,000	24.69%
Liability-Claims Deductible	9,774	26,000	19,150	25,000	30.55%
Chamber of Commerce	117,091	118,000	106,000	118,000	11.32%
Total Other Services & Charges	316,831	343,470	325,650	393,000	20.68%
Debt Service					
Lease Payment - Baystone	0	0	0	0	0.00%
Lease Payment - AST	0	0	0	0	0.00%
Lease Payment - Riverfront Park - PHSG	0	0	0	0	0.00%
Lease Payment - Fire Truck - Suntrust	89,861	90,000	90,000	90,000	0.00%
Lease Payment -PSB- Suntrust	54,470	27,250	27,250	25,500	-6.42%
Lease Payment - Police Cars- Suntrust	101,818	101,800	101,800	101,800	0.00%
Lease Payment - Mobile Data Terminals	82,880	166,000	166,000	171,900	3.55%
Interest- PSB GADA	63,983	52,775	52,775	43,755	-17.09%
Principal - PSB GADA	205,000	220,000	220,000	230,000	4.55%
Interest - RR Wash GADA	27,803	24,170	24,170	19,665	-18.64%
Principal - RR Wash GADA	70,000	75,000	75,000	80,000	6.67%
Interest - Rec Center	484,716	849,675	0	0	0.00%
Principal - Rec Center	517,484	690,000	0	0	0.00%
Total Debt Service	1,698,015	2,296,670	756,995	762,620	0.74%

GADA INFRASTRUCTURE REVENUE BONDS - SERIES 2000A

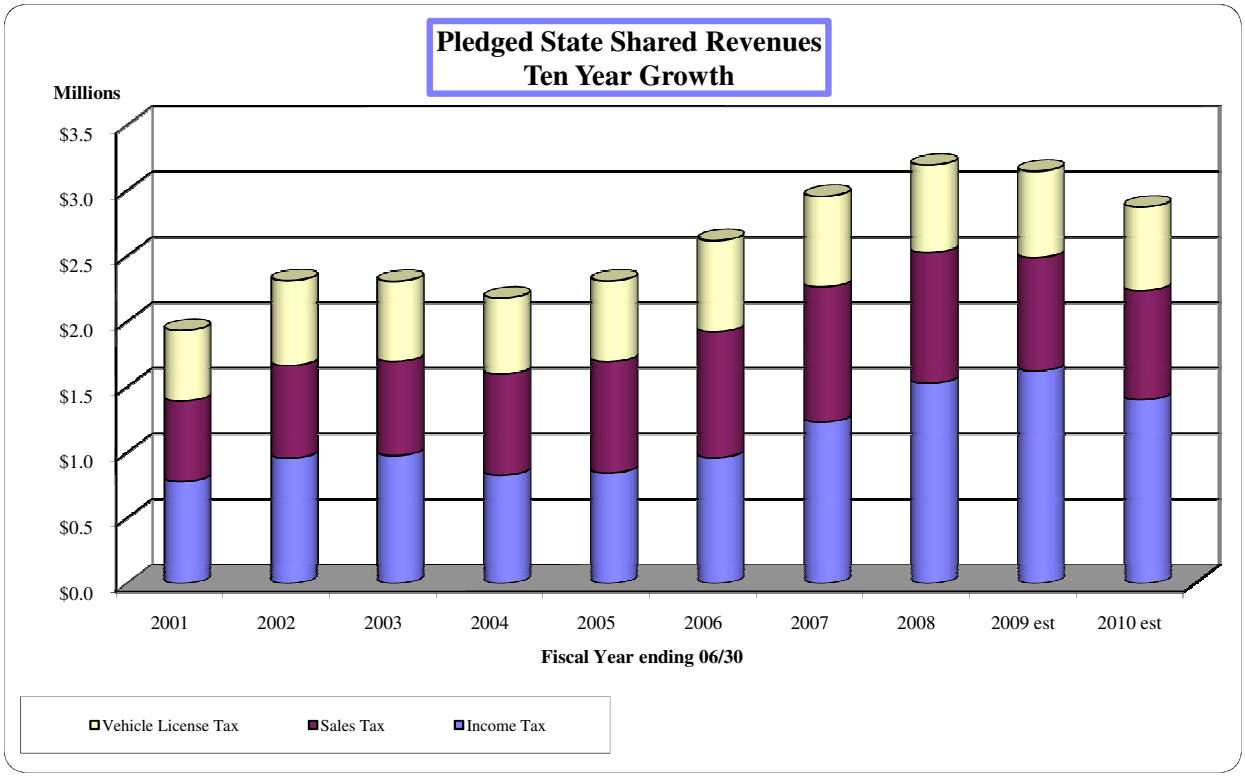
The Greater Arizona Development Authority (GADA) was created by the legislature of the State of Arizona in 1997. It is a body corporate and politic, established to assist in the planning and financing of local public projects. GADA has powers to issue bonds to provide financial assistance for construction and improvement of infrastructure, finance infrastructure projects, and guarantee debt obligations to political subdivisions, special districts and Indian tribes. It also provides technical assistance through staff or other professional assistance.

The GADA Fund consists of monies appropriated by the State Legislature; monies received from the United States government to carry out the purposes of GADA; monies received from political subdivisions, special districts and Indian tribes as loan repayments, interest, administrative fees and penalties; interest and other income received from investing monies in the fund; gifts, grants and donations received from any public or private source to carry out the purposes of GADA.

In May, 2000, GADA issued $18,930,000 in bonds to provide funds through loans to the City of Cottonwood and Town of Gilbert to assist in financing certain projects. The City of Cottonwood is currently making plans for improvements to the Railroad Wash as a flood control project at a cost of $1,262,300. $895,000 is being financed using GADA funds from the nearly $19M issued, $279,400 being funded through the Yavapai County Flood Control District with the remaining $87,900 coming from interest earned while the project begins construction.

In February, 2001, GADA again issued $2,750,000 in bonds to provide funds through loans to the City of Cottonwood and City of Holbrook. The City of Cottonwood will complete the construction phase of the Public Safety Building at an estimated cost of $3.7M. $2.5M of the project is from GADA proceeds, $871,000 is from the General Fund Capital Projects reserve fund and the remaining amount will come from interest earned from these funds while the project is being completed.

The revenues pledged to this obligation are state shared revenues, including state shared sales tax and urban revenue sharing funds, similar to those pledged for the Municipal Facilities Revenue Bonds.



Fiscal Year 2009-10 Budget
Greater Arizona Development Authority - Railroad Wash Improvements
Infrastructure Revenue Bonds - Series 2000A ("AAA" S&P / "Aaa" Moody's)

Maturity	Principal			Rate	Interest	Debt
	Payments	Retired	Balance			Service
January 1, 2009					12,082	
July 1, 2009	75,000	545,000	350,000	6.00%	12,082	$99,163
January 1, 2010					9,832	
July 1, 2010	80,000	625,000	270,000	5.30%	9,832	$99,663
January 1, 2011					7,712	
July 1, 2011	85,000	710,000	185,000	5.35%	7,712	$100,423
					5,438	
July 1, 2012	90,000	800,000	95,000	5.75%	5,438	$100,875
January 1, 2013					2,850	
July 1, 2013	95,000	895,000	0	6.00%	2,850	$100,700
Totals	$425,000				$75,824	$500,824

Fiscal Year 2009-10 Budget
Greater Arizona Development Authority - Public Safety Building Construction Infrastructure Revenue Bonds - Series 2001A ("AAA" S&P / "Aaa" Moody's)

Maturity	Principal Payments	Principal Retired	Principal Balance	Rate	Interest	Debt Service
January 1, 2009					26,387	
July 1, 2009	220,000	1,460,000	970,000	4.10%	26,388	$272,775
January 1, 2010					21,877	
July 1, 2010	230,000	1,690,000	740,000	4.75%	21,878	$273,755
January 1, 2011					16,415	
July 1, 2011	235,000	1,925,000	505,000	4.30%	16,415	$267,830
					11,362	
July 1, 2012	245,000	2,170,000	260,000	4.50%	11,363	$267,725
January 1, 2013					5,850	
July 1, 2013	260,000	2,430,000	0	4.50%	2,850	$268,700
Totals	$1,190,000				$160,785	$1,350,785

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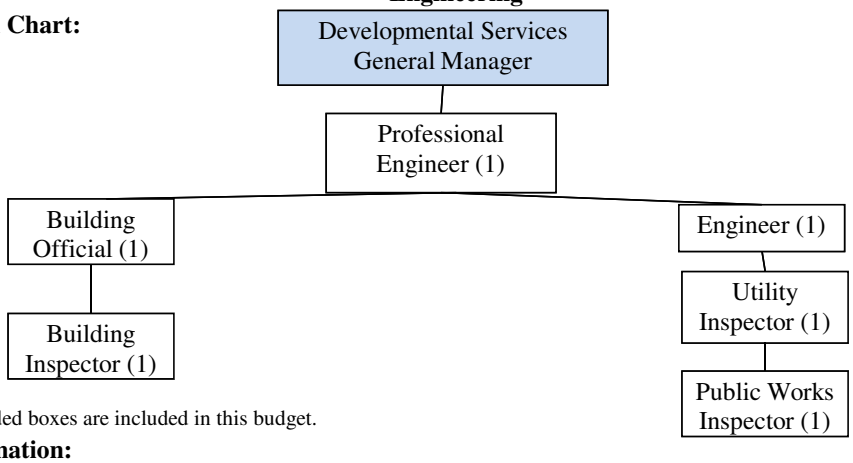
Engineering

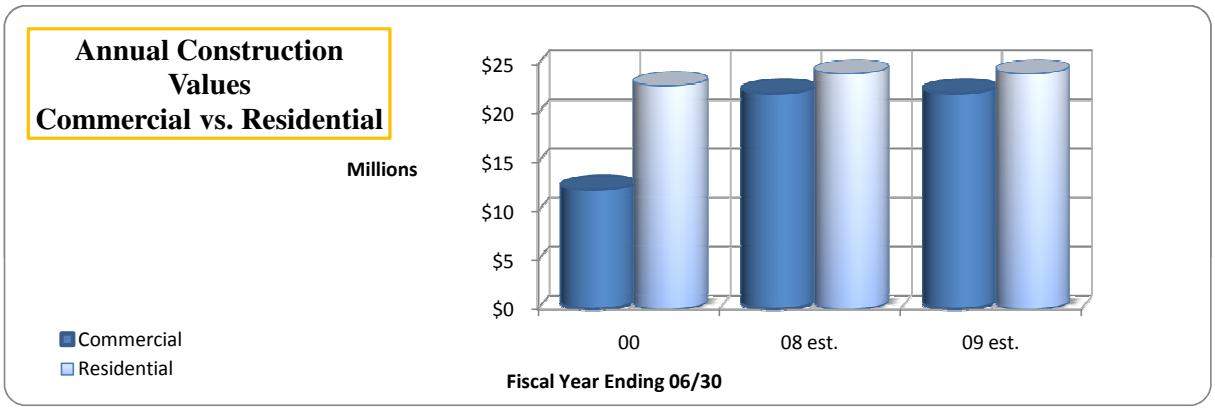
Organizational Chart:



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 Proposed Building and Fire 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.



FY 2008-09Accomplishments:

* Implemented program to enforce the Rental Housing Code
* Implemented a zoning clearance procedure that involves all departments associated with construction and/or development within the City
* Continued department wide training in regards to the latest codes and construction methods

FY 2009-10 Goals:

* Adopt the 2006 International Building Codes and the 2005 National Electrical Code
* Revise and adopt a new fee schedule for building permits
* Adopt the 2006 International Energy Conservation Code
*

Budget Highlights:

Capital is budgeted at $2,800 for a desktop computer and vehicle safety lighting.

General Government	Engineering	Fund 01 - General Fund			Cost Center	19-00
Summary By Category						
Expenditure Category		2007-08 Actual	2008-09 Budget	2008-09 Revised	2009-10 Tentative	Percent Change
Personnel		$255,795	$323,690	$310,020	$389,750	25.72%
Operating Supplies		12,316	11,260	10,400	9,950	-4.33%
Contractual Services		1,986	3,800	1,500	0	-100.00%
Other Services and Charges		5,833	7,970	4,280	6,300	47.20%
Capital Outlay		2,830	2,500	1,550	2,800	80.65%
Debt Service		0	0	0	0	0.00%
Department Totals		$278,760	$349,220	$327,750	$408,800	24.73%

Staffing Levels			
Item Description	2007-08	2008-09	2009-10
Full Time Equivalents:	4.50	4.50	6.00

Departmental Fund Sources		
Funding Sources	Amount	% of Funding
General Fund	$408,800	100.00%
	Total Funding	100.00%

Performance Indicators				
	Actual		Estimated	Budget
Department Indicators	2006-07	2007-08	2008-09	2009-10
Engineering Reviews (ea proj.)	25	25	41	30
Subdivisions (lots)	338	374	225	50
Right of Way Permits (ea)	88	60	65	50
Streets Inspected (LF)	10,000	20,200	21,910	10,000
Permits Issued:				
Building	272	130	150	125
Sewer	71	103	75	50
Sign	84	112	87	75
Others	102	119	50	75
Total Permits Issued	529	454	362	325
Dollar Value of Permits	$46M	$27M	$27M	$20M

General Government	Engineering	Fund 01 - General Fund	Cost Center	19-00

Supplemental Data: Personnel

Authorized Positions	Number of FTE's			Salary Range		2009-10
Job Classifications	2007-08	2008-09	2009-10	Minimum	Maximum	Budget
Public Works Director	1.00	1.00	0.00	4689	6799	$0
Staff Engineer	1.00	1.00	1.00	3574	5182	44,170
Public Works Inspector	0.50	0.50	1.00	2468	3578	39,110
Administrative Coordinator	1.00	1.00	0.00	2235	3241	0
Program Manager	1.00	1.00	0.00	3319	4812	0
Building Official	0.00	0.00	1.00	4043	5863	69,270
Building Inspector	0.00	0.00	1.00	2468	3578	41,390
Professional Engineer NEW 66.67%	0.00	0.00	1.00	4463	6471	35,930
Utility Inspector	0.00	0.00	1.00	2468	3578	34,980
Merit Contingency						5,950
Temporary / Reserves						0
Overtime						1,000
Retirement						25,550
Insurance & Taxes						92,400
Employee Related Expenses						0
Totals	4.50	4.50	6.00			$389,750

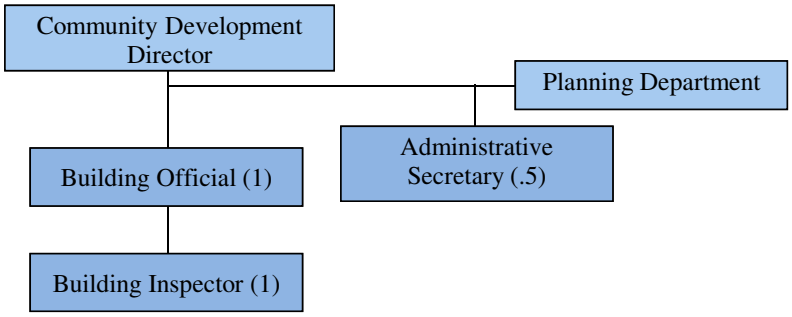
Supplemental Data: Capital Outlay

Item	2007-08	2008-09		2009-10	Percent
Description	Actual	Budget	Revised	Tentative	Change
Computer Rotation				$1,800	
Safety Lighting for Vehicle				1,000	
Server	2,830	2,500	1,550		
Desktop Computers					
Storage Unit					
	$2,830	$2,500	$1,550	$2,800	80.65%

General Government	Engineering	Fund 01 - General Fund			Cost Center	19-00
Supplemental Data: Expenditures						
		2007-08	2008-09		2009-10	Percent
Item		Actual	Budget	Revised	Tentative	Change
Supplies						
Office Supplies		3,818	3,200	3,200	1,250	-60.94%
Copier Supplies		1,007	680	1,000	2,000	100.00%
Gas & Oil		2,831	3,400	3,300	2,000	-39.39%
Vehicle Maint & Repairs		3,261	2,000	1,500	4,500	200.00%
Equipment Maint & Repairs		286	370	150	0	-100.00%
Postage & Freight		229	300	300	200	-33.33%
Operational Supplies		884	1,310	950	0	-100.00%
Total Supplies		12,316	11,260	10,400	9,950	-4.33%
Contractual Services						
Computer Support		1,564	1,800	1,500	0	-100.00%
Abatement Expenses		0	0	0	0	0.00%
Contractual Services		422	2,000	0	0	0.00%
Total Contractual Services		1,986	3,800	1,500	0	-100.00%
Other Services and Charges						
Travel & Training		0	2,500	0	500	0.00%
Subscriptions & Memberships		243	300	130	200	53.85%
Printing & Forms		0	0	0	200	0.00%
Utilities		1,698	1,670	1,650	4,500	172.73%
Telephone		3,027	3,300	2,500	900	-64.00%
Legal Advertising		865	200	0	0	0.00%
Total Other Services & Charges		5,833	7,970	4,280	6,300	47.20%

Building Inspection

Organizational Chart:



Note: Only unshaded boxes are in this budget.

General Information:

As part of the new organization structure change the Building Inspection Department has merged with the Engineering Department to form a new Engineering Services Department.

FY 2008-09Accomplishments:

* NA

FY 2009-10 Goals:

* NA

Budget Highlights:

NA

Public Safety	Building Inspection	Fund 01 - General Fund	Cost Center	13-01

Summary By Category

Expenditure Category	2007-08 Actual	2008-09 Budget	2008-09 Revised	2009-10 Tentative	Percent Change
Personnel	$164,355	$171,760	$152,970	$0	-100.00%
Operating Supplies	7,138	6,250	7,000	0	-100.00%
Contractual Services	491	500	1,590	0	-100.00%
Other Services and Charges	7,298	7,600	6,000	0	-100.00%
Capital Outlay	0	0	0	0	0.00%
Debt Service	0	0	0	0	0.00%
Department Totals	$179,282	$186,110	$167,560	$0	-100.00%

Staffing Levels

Item Description	2007-08	2008-09	2009-10
Full Time Equivalents:	2.50	2.50	0.00

Departmental Fund Sources

Funding Sources	Amount	% of Funding
General Fund	$0	100.00%
	Total Funding	100.00%

Performance Indicators

Department Indicators	Actual 2005-06	Actual 2007-08	Estimated 2008-09	Budget 2009-10
N/A				

Public Safety	Building Inspection	Fund 01 - General Fund	Cost Center	13-01

Supplemental Data: Personnel

Authorized Positions	Number of FTE's			Salary Range		2009-10
Job Classifications	2007-08	2008-09	2009-10	Minimum	Maximum	Budget
Building Official	1.00	1.00	0.00	4043	5863	$0
Building Inspector	1.00	1.00	0.00	2468	3578	0
Administrative Coordinator	0.50	0.50	0.00	1118	1621	0
Merit Contingency						0
Temporary / Reserves						0
Overtime						0
Retirement						0
Insurance & Taxes						0
Employee Related Expenses						0
Totals	2.50	2.50	0.00			$0

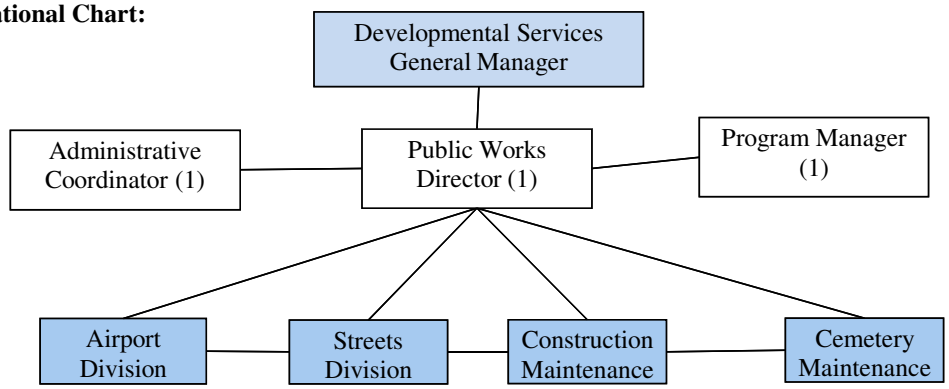
Supplemental Data: Capital Outlay

Item	2007-08	2008-09		2009-10	Percent
Description	Actual	Budget	Revised	Tentative	Change
Computer Rotation					
Safety Lighting for Vehicle					
	$0	$0	$0	$0	0.00%

Public Safety	Building Inspection	Fund 01 - General Fund		Cost Center	13-01
Supplemental Data: Expenditures					
	2007-08	2008-09		2009-10	Percent
Item	Actual	Budget	Revised	Tentative	Change
Supplies					
Office Supplies	1,538	1,500	1,400	0	-100.00%
Copier Supplies	2,461	2,000	2,000	0	-100.00%
Gas & Oil	1,694	1,500	2,000	0	-100.00%
Vehicle Maint & Repairs	1,335	1,000	1,500	0	-100.00%
Equipment Maint & Repairs	0	0	0	0	0.00%
Postage & Freight	111	250	100	0	-100.00%
Total Supplies	7,138	6,250	7,000	0	-100.00%
Contractual Services					
Computer Support	469	500	0	0	0.00%
Abatement Expenses	23	0	0	0	0.00%
Contractual Services	0	0	1,590	0	-100.00%
Total Contractual Services	491	500	1,590	0	-100.00%
Other Services and Charges					
Travel & Training	588	1,000	200	0	-100.00%
Subscriptions & Memberships	303	400	200	0	-100.00%
Printing & Forms	708	300	200	0	-100.00%
Utilities	4,442	4,700	4,500	0	-100.00%
Telephone	1,257	1,200	900	0	-100.00%
Total Other Services & Charges	7,298	7,600	6,000	0	-100.00%

Public Works

Organizational Chart:



Note: Only unshaded boxes are included in this budget.

General Information:

The Public Works Department provides technical planning and administrative support to the Street Division, Airport, Construction Maintenance Department and the Cemetery Maintenance. They also assist the Street Division in design of drainage facilities and streets, and the Construction Maintenance department in the maintenance on buildings and grounds. Capital improvement projects, such as new street construction, overlays and surface treatments are managed by the Public Works staff. The City Airport is also managed by the Public Works staff through oversite of the FBO, maintenance on the airport and its fuel systems.

FY 2008-09 Accomplishments:

* Completion of the Willard Street Extension project from Cottonwood Street to Mesquite Drive
* Managed the design and construction of the Recreation and Aquatics Center
* Applied a rubberized seal coating on seventeen (17) streets
* Design of three street reconstruction projects, W. Mingus Avenue and two projects on S. 12th Street
* Completion of the grant funded Electrical Upgrade Project at the Airport
* Completed the Youth Services Addition to the Cottonwood Library

FY 2009-10 Goals:

* Construction of W. Mingus Reconstruction Project, new pavement and sidewalks from SR89A to Willard
* Construction of S. 12th Street Reconstruction from Mingus Avenue to Birch Street
* Construction of S. 12th Street Reconstruction from 89A to Fir Street
* Construction of the Recreation and Aquatics Center

Budget Highlights:

No capital is budgeted for FY2010.This department uses an indirect costing method to charge services to the other departments.

General Government	Public Works	Fund 01 - General Fund	Cost Center	22-00

Summary By Category

Expenditure Category	2007-08 Actual	2008-09 Budget	2008-09 Revised	2009-10 Tentative	Percent Change
Personnel	$0	$0	$0	$245,120	0.00%
Operating Supplies	0	0	0	12,100	0.00%
Contractual Services	0	0	0	1,500	0.00%
Other Services and Charges	0	0	0	6,060	0.00%
Capital Outlay	0	0	0	0	0.00%
Debt Service	0	0	0	0	0.00%
Department Totals	$0	$0	$0	$264,780	0.00%

Staffing Levels

Item Description	2007-08	2008-09	2009-10
Full Time Equivalents:	4.50	4.50	6.00

Departmental Fund Sources

Funding Sources	Amount	% of Funding
General Fund	$264,780	100.00%
	Total Funding	100.00%

Performance Indicators

Department Indicators	Actual 2006-07	Actual 2007-08	Estimated 2008-09	Budget 2009-10
Flood Plain Inquiries	259	149	140	130
Public Easements (ea)	10	10	17	15
Contract Admin ($)	500,000	4,700,000	11,800,000	11,800,000
Major CIP Projects	3	7	8	6

General Government	Public Works	Fund 01 - General Fund	Cost Center	22-00

Supplemental Data: Personnel

Authorized Positions	Number of FTE's			Salary Range		2009-10
Job Classifications	2007-08	2008-09	2009-10	Minimum	Maximum	Budget
Public Works Director	0.00	0.00	1.00	4689	6799	$85,290
Administrative Coordinator	0.00	0.00	1.00	2235	3241	40,435
Program Manager	0.00	0.00	1.00	3319	4812	50,255
Merit Contingency						2,040
Temporary / Reserves						0
Overtime						0
Retirement						16,730
Insurance & Taxes						50,170
Employee Related Expenses						200
Totals	0.00	0.00	3.00			$245,120

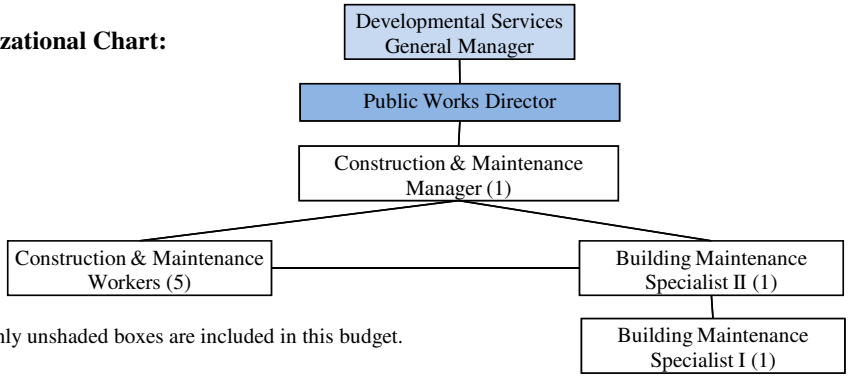
Supplemental Data: Capital Outlay

Item	2007-08	2008-09		2009-10	Percent
Description	Actual	Budget	Revised	Tentative	Change
Server					
Desktop Computers					
Storage Unit					
Storage Unit					
	$0	$0	$0	$0	0.00%

General Government	Public Works	Fund 01 - General Fund		Cost Center	22-00
Supplemental Data: Expenditures					
	2007-08	2008-09		2009-10	Percent
Item	Actual	Budget	Revised	Tentative	Change
Supplies					
Office Supplies	0	0	0	3,200	0.00%
Copier Supplies	0	0	0	1,000	0.00%
Gas & Oil	0	0	0	3,400	0.00%
Vehicle Maint & Repairs	0	0	0	3,000	0.00%
Equipment Maint & Repairs	0	0	0	200	0.00%
Postage & Freight	0	0	0	300	0.00%
Operational Supplies	0	0	0	1,000	0.00%
Total Supplies	0	0	0	12,100	0.00%
Contractual Services					
Computer Support	0	0	0	1,500	0.00%
Contractual Services	0	0	0	0	0.00%
Total Contractual Services	0	0	0	1,500	0.00%
Other Services and Charges					
Travel & Training	0	0	0	1,500	0.00%
Subscriptions & Memberships	0	0	0	260	0.00%
Utilities	0	0	0	1,700	0.00%
Telephone	0	0	0	2,600	0.00%
Auto Allowance	0	0	0	0	0.00%
Legal Advertising	0	0	0	0	0.00%
Total Other Services & Charges	0	0	0	6,060	0.00%

Construction & Maintenance

Organizational Chart:



Note: Only unshaded boxes are included in this budget.

General Information:

The Construction & Maintenance Department provides necessary and functional support to all other departments through building/facilities maintenance management and custodial responsibilities for 18 site locations citywide. The department also has overall caretaker responsibilities for total grounds maintenance programs of more than 23 acres of park lands, open space areas, cemetery facilities and approximately 180,000 square feet of buildings operated by the municipality.

FY 2008-09 Accomplishments:

* Finalized construction and installation of irrigation systems at the 1.3 acre Dog Park site. In addition, provided man power to effect grass seeding operations and the installation of 23 trees on site
* Finalized design and installation of irrigation systems and landscape materials to the new Riverfront Park Youth Ball park complex. Work coordinated with Public Works teams to dump over 1,000 tons of landscape materials throughout the park system. Crews installed over 25 trees at the project site
* Completed grading and laying out of infield/outfield irrigation system design to both the 4th ball field of the Youth Ball Park complex and the Riverfront Youth Football/Soccer field facilities. Seeded first round of grass seed at the football/soccer field site in fall and second seeding in 2009 spring
* Completed first phase of construction at the new Elm/Viejo Park facility. Contract construction of a large concrete pad and a 20' x 20' steel framed ramada/cabana installed on site. In addition, installed landscape materials and grill to the site area for current public use/access

FY 2009-10 Goals:

* To have no work related injuries resulting in lost time for the department and city
* To provide a safe work environment for all employees through safety training, awareness and education programming
* Improve job training/retention programs to all employees through increased educational opportunities. Strive for increased moral and overall job satisfaction while upgrading efficient manpower use and
* Improve the administration portion of the overall grounds/buildings maintenance program through prioritization of incoming work and project load. Implementation through job orders and project identification annually with specifics on coordination with Department Heads at budget time
* Continue improving inspection programs involving identification of building/facility hazards, needs and inspection programs
* Complete all minor construction projects involving on-going Riverfront Park operations and the Dog Park, Community Garden and continuous landscaping needs
* Continue working with the Utilities Department pertaining to site planning and future anticipated site location of the new regional sewer plant operation at Riverfront Park. Work with project engineering team

Budget Highlights:

The Council approved reorganization has moved this department under the Public Works Director. Along with the reorganization a change in the costing to cemetery now has this department charging services through indirect costing to the cemetery and other departments. No capital is budgeted for FY2010

Culture & Recreation	Construction & Maintenance	Fund 01 - General Fund	Cost Center	21-00

Summary By Category

Expenditure Category	2007-08 Actual	2008-09 Budget	2008-09 Revised	2009-10 Tentative	Percent Change
Personnel	$334,707	$392,760	$304,550	$370,930	21.80%
Operating Supplies	65,435	63,150	55,100	55,100	0.00%
Contractual Services	69,187	68,200	47,200	53,200	12.71%
Other Services and Charges	101,802	107,050	57,950	107,200	84.99%
Capital Outlay	41,782	1,800	0	0	0.00%
Debt Service	0	0	0	0	0.00%
Department Totals	$612,914	$632,960	$464,800	$586,430	26.17%

Staffing Levels

Item Description	2007-08	2008-09	2009-10
Full Time Equivalents:	7.70	7.70	8.00

Departmental Fund Sources

Funding Sources	Amount	% of Funding
General Fund	$586,430	100.00%
	Total Funding	100.00%

Performance Indicators

Department Indicators	Actual 2006-07	Actual 2007-08	Estimated 2008-09	Budget 2009-10
Park Areas Oversight	123 acres	123 acres	123 aces	123 acres
Other Maintenance Areas	3 acres	3 acres	3acreas	3acres
Total Acreage	126 Acres	126 acres	126 acres	126 acres
Developed Acreage (turf)	26 acres	26 acres	28 acres	31 acres
Number of Parks	5	5	5	6
Number of Buildings Maintained	17	18	18	20
Square Feet of Buildings Maintained	150,500	184,000	188,000	241,000

Culture & Recreation	Construction & Maintenance	Fund 01 - General Fund	Cost Center	21-00

Supplemental Data: Personnel

Authorized Positions	Number of FTE's			Salary Range		2009-10
Job Classifications	2007-08	2008-09	2009-10	Minimum	Maximum	Budget
Construction & Maintenance Mgr.	0.90	0.90	1.00	2773	4022	$48,120
Construction & Maint. Supervisor	0.00	0.00	0.00	N/A		
Construction & Maint. Worker	4.80	4.80	5.00	1976	2865	130,820
Building Maint. Specialist II	1.00	1.00	1.00	2407	3491	35,240
Building Maint. Specialist I	1.00	1.00	1.00	1976	2865	27,450
Merit Contingency						10,860
Holiday Pay						300
Clothing Allowance						6,000
Temporary / Reserves						0
Overtime						2,700
Retirement						24,020
Insurance & Taxes						85,420
Employee Related Expenses						
Totals	7.70	7.70	8.00			$370,930

Supplemental Data: Capital Outlay

Item	2007-08	2008-09		2009-10	Percent
Description	Actual	Budget	Revised	Tentative	Change
JD Mower with Deck (2)	$10,145				
Quad Unit 400CC					
Dump Truck					
Computer Equip		$1,800			
Pickup Truck (3)					
Pump House	7,182				
Storage Building	7,761				
Roller Hockey Court	7,654				
River Front Ball Fields	9,040				
	$41,782	$1,800	$0	$0	0.00%

Culture & Recreation	Construction & Maintenance	Fund 01 - General Fund		Cost Center	21-00
Supplemental Data: Expenditures					
	2007-08	2008-09		2009-10	Percent
Item	Actual	Budget	Revised	Tentative	Change
Supplies					
Office Supplies	924	750	400	400	0.00%
Special Department Supplies	0	0	0	0	0.00%
Gas & Oil	16,168	16,000	13,500	13,500	0.00%
Vehicle Maint & Repairs	4,190	3,200	3,200	3,200	0.00%
Equipment Maint & Repairs	11,819	11,000	10,000	10,000	0.00%
Postage & Freight	0	200	0	0	0.00%
Grounds/Parks Maintenance Supplies	32,334	32,000	28,000	28,000	0.00%
Total Supplies	65,435	63,150	55,100	55,100	0.00%
Contractual Services					
Computer Support	170	200	200	200	0.00%
Ground Maintenance Contract	30,611	38,000	25,000	25,000	0.00%
Contractual Services	38,407	30,000	22,000	28,000	27.27%
Total Contractual Services	69,187	68,200	47,200	53,200	12.71%
Other Services and Charges					
Travel & Training	1,255	2,500	2,000	2,000	0.00%
Utilities	4,739	5,000	4,500	5,000	11.11%
Telephone	2,791	3,000	1,500	1,500	0.00%
Equipment Rental	5,178	4,500	3,500	3,500	0.00%
Maintenance & Repairs (city buildings)	81,430	85,300	40,750	89,500	119.63%
Vandalism Repairs	600	2,000	1,200	1,200	0.00%
Tools	5,809	4,750	4,500	4,500	0.00%
Total Other Services & Charges	101,802	107,050	57,950	107,200	84.99%

Custodial Services

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 Parks and Recreation Department.

FY 2008-09 Accomplishments:

* Program continues to successfully run as an out-sourced contract operation without major complication
* Outsourcing has saved the City approximately $50,000 to $75,000 annually for city-wide, full service cleaning operations
* Properly prepared and planned for the expansion at the Library. Met the needs of the expanded floor plan at the facility along with gearing up operations during major construction to keep the facility clean during heavy dust and infiltration of materials into the older are of the building. Met staff needs during time of change

FY 2009-10 Goals:

* Continue to provide and offer quality services to all departments in areas of janitorial cleaning and sanitizing responsibilities. Maintain high level of quality control through various in-house inspections and monthly inter-departmental reports. Increase evaluation inspection percentages by .5% in the next budget year
* Prepare for new 52,000 square foot Recreation Center facility, thereby meeting needs of staff and public in all areas of the new building
* Work with contractor as to additional service requests/needs as established by departmental priority/needs and requests
* Provide cross over communications from contractor personnel to city staff through communication logs and inspection reports
* Provide proper accountability, communications and quality control through monthly contract evaluation forms for each department/facility. Keep response times to a minimum on complaints as communicated by each department to the contractor. Contractor response time currently within one (1) hour of department complaint

Budget Highlights:
Outsourcing continues to be advantageous to the City by reducing the cost of keeping City facilities clean.

Culture & Recreation	Custodial Services	Fund 01 - General Fund	Cost Center	21-01

Summary By Category

Expenditure Category	2000-01 Actual	2008-09 Budget	2008-09 Revised	2009-10 Tentative	Percent Change
Personnel	$0	$0	$0	$0	0.00%
Operating Supplies	596	1,000	750	750	0.00%
Contractual Services	133,029	136,480	133,500	141,120	5.71%
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	$133,625	$137,480	$134,250	$141,870	5.68%

Staffing Levels

Item Description	2007-08	2008-09	2009-10
Full Time Equivalents:	0.00	0.00	0.00

Departmental Fund Sources

Funding Sources	Amount	% of Funding
General Fund	$141,870	100.00%
	Total Funding	100.00%

Performance Indicators

Department Indicators	Actual 2005-06	Actual 2007-08	Estimated 2008-09	Budget 2009-10
N/A				

Culture & Recreation	Custodial Services	Fund 01 - General Fund	Cost Center	21-01

Supplemental Data: Personnel

Authorized Positions	Number of FTE's			Salary Range		2009-10
Job Classifications	2000-01	2008-09	2009-10	Minimum	Maximum	Budget
Custodian	0.00	0.00	0.00	N/A		$0
Clothing Allowance						
Merit Contingency						
Temporary / Reserves						
Overtime						
Retirement						
Insurance & Taxes						
Employee Related Expenses						
Totals	0.00	0.00	0.00			$0

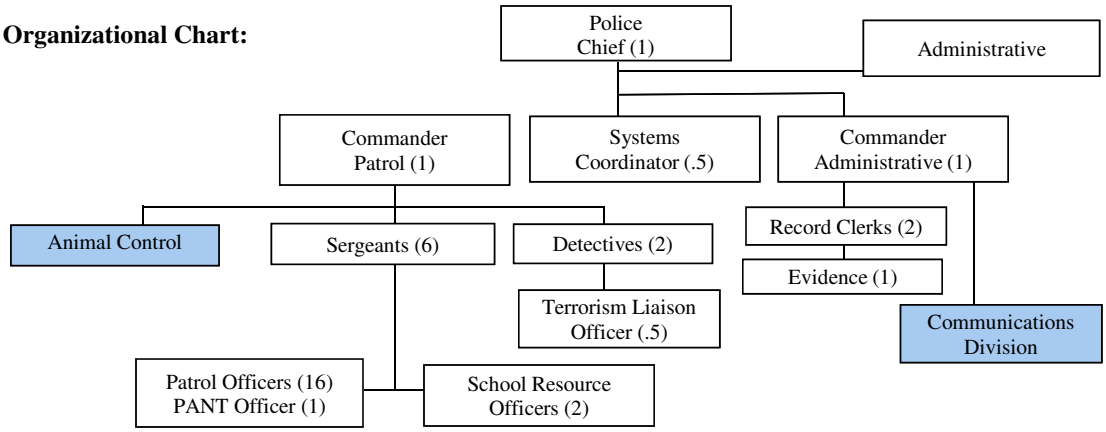
Supplemental Data: Capital Outlay

Item	2007-08	2008-09		2009-10	Percent
Description	Actual	Budget	Revised	Tentative	Change
N/A					
	$0	$0	$0	$0	0.00%

Culture & Recreation	Custodial Services	Fund 01 - General Fund		Cost Center	21-01
Supplemental Data: Expenditures					
	2007-08	2008-09		2009-10	Percent
Item	Actual	Budget	Revised	Tentative	Change
Supplies					
Gas & Oil	0	0	0	0	0.00%
Vehicle Maint & Repairs	0	0	0	0	0.00%
Equipment Maint & Repairs	0	0	0	0	0.00%
Special Department Supplies	0	0	0	0	0.00%
Janitorial Supplies	34	1,000	750	750	0.00%
Total Supplies	596	1,000	750	750	0.00%
Contractual Services					
Custodial Contract	133,029	136,480	133,500	141,120	5.71%
Total Contractual Services	133,029	136,480	133,500	141,120	5.71%
Other Services and Charges					
Equipment Rental	0	0	0	0	0.00%
Tools	0	0	0	0	0.00%
Total Other Services & Charges	0	0	0	0	0.00%

Police

Organizational Chart:



General Information: Note: Only unshaded boxes are included in this budget.

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 2008-09 Accomplishments:

* Received $55,000 from GOHS for DUI detail overtime and a DUI Command Vehicle, $12,415 from ACJC for a DUI detail overtime and Alco Sensor FSTs and mouthpieces, $2393 from the Yavapai County Community Foundation for veterinary expenses and a new light weight bite suit for training
* Participated in the creation of a regional Underage Alcohol Enforcement Task Force. This program is designed to assign officers to investigate underage drinking parties to free up patrol officers and target those who contribute to the delinquency of minors
* Participated in the "Safe Routes to School Program"
* Initiated quarterly meetings with MUHS and TES Schools to maintain a professional relationship between our organizations
* Completed office space for the Volunteer Program, "Citizens on Patrol"
* Deployed the COPS program into the field. Thus far it has been a success with their assistance in providing traffic control for a residential fire, scene security with a suspicious death, and traffic control for traffic accidents
* Received approximately $35,000 in grant funding from the Arizona Department of Homeland Security for training and equipment for our SWAT Team
* Implemented a Use of Force Reporting form to better track the use of force used in the field

FY 2009-10 Goals:

* Continue to review and update department general orders
* Participate in the revision of City Codes and Ordinances that deal with parking issues and other public safety related ordinances
* Obtain and establish a crime mapping program
* Integrate the Reverse 9-1-1 system
* Pursue an AFIS Livescan station for booking and make it accessible to other law enforcement agencies
* Pursue technology in electronic citations
* Continue to develop and implement strategies to reduce employee turn-over and to ensure police vacancies are continually filled
* Pursue COPS grants under the new Presidential Stimulus Package to add manpower to the police force, specifically in the area of Terrorism Liaison, Community Policing and Bike patrol

Budget Highlights:

The increase in other services and charges is primarily due to approximately $1.38 million in anticipated grant funded expenditures. Capital is budgeted at $285,050, including office furniture & equipment, five vehicles, firearms training & equipment, patrol training & equipment, and tasers & peripherals. A percentage of this amount is covered by the .2% sales tax reserves designated for Public Safety.

Public Safety	Police	Fund 01 - General Fund		Cost Center	14-00
Summary By Category					
Expenditure Category	2007-08 Actual	2008-09 Budget	2008-09 Revised	2009-10 Tentative	Percent Change
Personnel	$2,559,968	$2,908,665	$2,684,895	$2,881,640	7.33%
Operating Supplies	194,156	167,000	175,480	172,800	-1.53%
Contractual Services	30,927	28,500	14,700	16,000	8.84%
Other Services and Charges	211,390	415,140	100,140	1,503,840	1401.74%
Capital Outlay	837,541	61,400	52,000	285,050	448.17%
Debt Service	0	0	0	0	0.00%
Department Totals	$3,833,983	$3,580,705	$3,027,215	$4,859,330	60.52%

Staffing Levels			
Item Description	2007-08	2008-09	2009-10
Full Time Equivalents:	36.50	36.50	36.00

Departmental Fund Sources		
Funding Sources	Amount	% of Funding
General Fund	$3,312,020	68.16%
Inter-local Gov't Contracts	176,460	3.63%
Grants	1,370,850	28.21%
	Total Funding	100.00%

Performance Indicators				
	Actual		Estimated	Budget
Department Indicators	2006-07	2007-08	2008-09	2009-10
Part I Crimes	517	491	609	730
Part II Crimes	3,505	3,330	3,710	4,100
Traffic: Citations	1,722	1,800	2,075	2,300
Written Warnings	558	600	1,278	1,500
Community Relations:				
Programs to Civic Groups and School Presentations	432	500	500	500
# People Contacted	10,594	12,000	12,000	12,000
Total Calls for Service	13,604	14,000	14,000	17,320

Public Safety	Police	Fund 01 - General Fund	Cost Center	14-00

Supplemental Data: Personnel

Authorized Positions	Number of FTE's			Salary Range		2009-10
Job Classifications	2007-08	2008-09	2009-10	Minimum	Maximum	Budget
Police Chief	1.00	1.00	1.00	4689	6799	$80,920
Commander	2.00	2.00	2.00	4248	6160	144,720
Sergeant	6.00	7.00	6.00	3663	5311	336,660
PANT Officer	1.00	1.00	1.00	3082	4468	36,980
Police Officer	20.00	19.00	19.00	3082	4468	812,180
School Resource Officer (SRO)	2.00	2.00	2.00	3082	4468	92,640
Property & Evidence Technician	1.00	1.00	1.00	2349	3406	37,630
Police Adminstrative Technician	1.00	1.00	1.00	2291	3322	30,920
Records Clerk	2.00	2.00	2.00	2076	3010	62,410
System Coordinator	0.50	0.50	0.50	1296	1880	22,250
Terrorism Liason Officer	0.00	0.00	0.50	1832	2656	31,550
Clothing Allowance						35,000
Holiday Pay						45,000
Merit Contingency						54,870
Car Allowance						5,400
Overtime						120,000
Retirement						336,300
Insurance & Taxes						593,210
Employee Related Expenses						3,000
Totals	36.50	36.50	36.00			$2,881,640

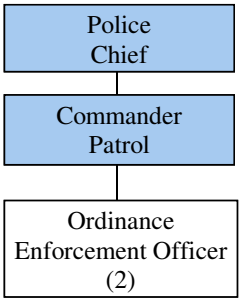
Supplemental Data: Capital Outlay

Item	2007-08	2008-09		2009-10	Percent
Description	Actual	Budget	Revised	Tentative	Change
Portable Radios (3)					
Computer Replacement	$8,667			$13,000	
K-9 Equipment				1,280	
Vehicles	175,071			193,030	
Evidence Bar Coding				29,500	
ID Maker					
Immobilization Projector & Darts					
Weightroom Equipment	2,173				
Logging Recorder	21,995				
Criminal Investigation Equip	4,953				
Patrol Area Carpeting	10,390				
Firearms Training Equip	3,071			11,000	
Training Room Technology	8,684				
Tasers and Peripherals		$14,700	$8,229	18,840	
Police Mobile Data Terminals	495,459		2,259		
PS Radio Reception Improvements	87,126		31,315		
Stop Sticks	4,958				
Defensive Tactics Training Equip	1,929				
SWAT Equipment	13,065				
Interview Room Recording Equip		4,500	4,375		
Mobile Computing Router		2,200	5,822		
Motorcycle - GOHS Grant Funded		40,000			
Office Chairs (Communications)				2,500	
Patrol Training				15,900	
	$837,541	$61,400	$52,000	$285,050	448.17%

Public Safety	Police	Fund 01 - General Fund		Cost Center	14-00
Supplemental Data: Expenditures					
	2007-08	2008-09		2009-10	Percent
Item	Actual	Budget	Revised	Tentative	Change
Supplies					
Office Supplies	24,177	20,000	18,500	20,000	8.11%
Copier Supplies	1,409	1,200	1,200	1,200	0.00%
Jail Supplies	0	0	0	0	0.00%
Training Supplies	11,017	15,000	15,000	15,000	0.00%
Gas & Oil	84,215	75,000	75,000	80,000	6.67%
Vehicle Maint & Repairs	46,084	30,000	30,000	35,000	16.67%
Film & Developing	285	500	10	500	4900.00%
Equipment Maint & Repairs	11,248	6,500	6,000	6,500	8.33%
Operational Supplies	5,339	6,000	2,000	2,000	0.00%
Invest / Detective Expenses	2,846	2,800	2,450	2,500	2.04%
DUI Expenses	1,185	1,500	520	600	15.38%
Building Supplies	765	1,500	3,800	2,500	-34.21%
Canine Vet & Feed	625	1,000	16,000	1,000	-93.75%
Protective Clothing	2,495	4,000	3,000	4,000	33.33%
Postage & Freight	2,467	2,000	2,000	2,000	0.00%
Total Supplies	194,156	167,000	175,480	172,800	-1.53%
Contractual Services					
Medical Investigation Expenses	75	500	0	500	0.00%
Radio Maintenance	1,611	0	0	0	0.00%
Computer Support	27,209	25,000	12,500	12,500	0.00%
Towing Expense	846	1,000	200	1,000	400.00%
Operating Leases	0	0	0	0	0.00%
Medical Testing	1,187	2,000	2,000	2,000	0.00%
Total Contractual Services	30,927	28,500	14,700	16,000	8.84%
Other Services and Charges					
Travel & Training	18,854	27,500	22,500	22,500	0.00%
Subscriptions & Memberships	4,507	1,500	2,500	2,500	0.00%
Printing & Forms	5,726	2,500	3,000	3,000	0.00%
Utilities	31,862	35,000	35,800	37,590	5.00%
Telephone	22,220	22,800	22,840	22,900	0.26%
Explorer Program	546	2,000	1,000	1,000	0.00%
Safety Expense	804	1,500	1,500	1,500	0.00%
Legal Advertising	0	0	0	0	0.00%
Contractual Services	2,500	15,750	0	0	0.00%
Contractual Services-Crime Lab	0	40,600	0	0	0.00%
Community Policing	10,074	10,000	7,000	5,900	-15.71%
Community Relations	0	3,000	0	2,100	100.00%
SWAT Equipment	0	0	0	20,000	100.00%
Reserve Program	0	5,000	4,000	4,000	0.00%
Highway Safety Grant	21,819	125,000	0	110,000	100.00%
Homeland Security Grant	72,445	103,090	0	674,830	100.00%
LLBG00-144 Equipment	0	0	0	0	0.00%
DOJ - Imaging Hard & Soft	0	0	0	581,020	100.00%
AZ Auto Theft Grant	3,388	0	0	10,000	100.00%
AZ DUI Abatement Grant	0	0	0	0	0.00%
Misc. Grants	16,644	19,900	0	5,000	100.00%
Total Other Services & Charges	211,390	415,140	100,140	1,503,840	1401.74%

Ordinance Enforcement

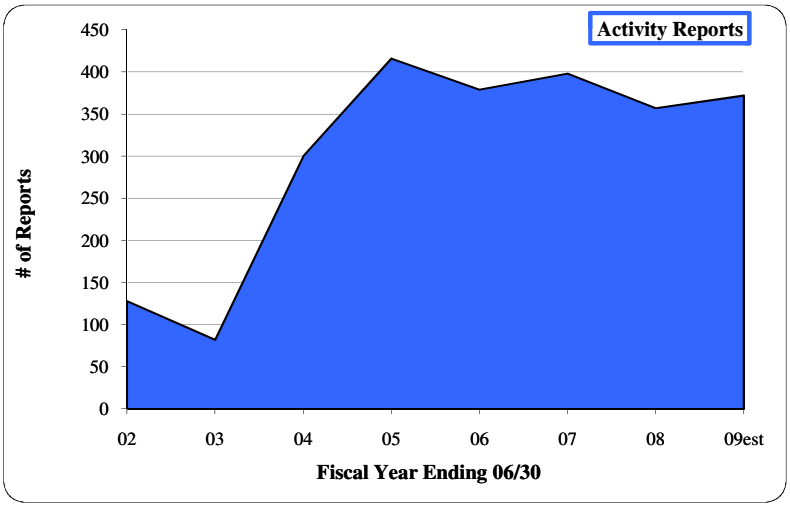
Organizational Chart:



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. This department is a division of the Police Department.



FY 2008-09 Accomplishments:

* Completed regulations regarding use of the dog park
* Assisted in completion of Dog Park
* Initiated the database for animal licensing
* Reduced the number of feral cat colonies in the city
* Worked as a liaison with Animal Disaster group

FY 2009-10 Goals:

* Continue to improve and maintain a local database of animal licensing information
* Further reduce the number of strays in the City
* Train ADS Volunteers in the use of animal handling equipment in a shelter environment
* Contact with local veterinarians to report possible animal cruelty cases and monitor disease outbreaks
* Educate the public regarding leash laws by attending public events and neighborhood events
* Work on improving and updating City Ordinance in regards to animals
* Revamp vicious dog hearing and vicious dog ordinance
* Keep more detailed statistics for animal control
* Training towards the develop of the new ordinace enforcement department

Budget Highlights:

In FY2010 the Animal Control Officer position changes to Ordinance Enforcement Officer increasing the salary range from 23 to 26. The Code Enforcement position from Planning & Zoning was transferred over to this department due to the reorganziation planned for FY 2010. The reorganization was implemented to develop generalized services bringing together similar job duties. No capital is budgeted for FY2010.

Public Safety	Ordinance Enforcemer	Fund 01 - General Fund	Cost Center	14-01

Summary By Category

Expenditure Category	2007-08 Actual	2008-09 Budget	2008-09 Revised	2009-10 Tentative	Percent Change
Personnel	$59,896	$64,700	$57,400	$128,530	123.92%
Operating Supplies	4,414	5,010	3,350	4,050	20.90%
Contractual Services	29,210	32,700	32,000	32,250	0.78%
Other Services and Charges	1,154	1,700	1,000	1,000	0.00%
Capital Outlay	0	0	0	0	0.00%
Debt Service	0	0	0	0	0.00%
Department Totals	$94,674	$104,110	$93,750	$165,830	76.89%

Staffing Levels

Item Description	2007-08	2008-09	2009-10
Full Time Equivalents:	1.00	1.00	2.00

Departmental Fund Sources

Funding Sources	Amount	% of Funding
General Fund	$165,830	100.00%
	Total Funding	100.00%

Performance Indicators

Department Indicators	Actual 2006-07	Actual 2007-08	Estimated 2008-09	Budget 2009-10
Calls for Service: Total	1202	1250	1838	2020
Handled by Animal Control	968	1000	1720	1900
Handled by Patrol	234	250	138	120
Animal Bites	15	20	26	32
Agency Assists	33	40	91	150

Public Safety	Ordinance Enforcement	Fund 01 - General Fund	Cost Center	14-01

Supplemental Data: Personnel

Authorized Positions	Number of FTE's			Salary Range		2009-10
Job Classifications	2007-08	2008-09	2009-10	Minimum	Maximum	Budget
Ordinance Enforcement Officer	1.00	1.00	1.00	2349	3406	$43,560
Ordinance Enforcement Officer	0.00	0.00	1.00	2349	3406	41,940
Clothing Allowance						0
Holiday Pay						300
Merit Contingency						930
Temporary / Reserves						0
Overtime						2,300
Retirement						8,290
Insurance & Taxes						31,210
Employee Related Expenses						
Totals	1.00	1.00	2.00			$128,530

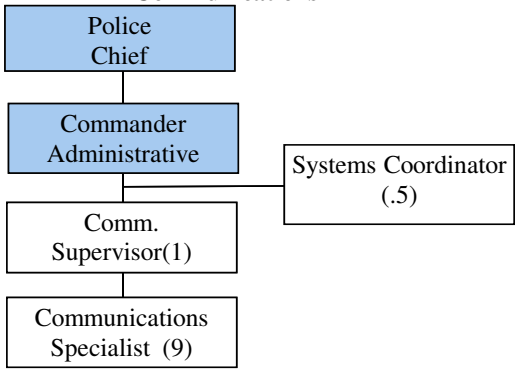
Supplemental Data: Capital Outlay

Item	2007-08	2008-09		2009-10	Percent
Description	Actual	Budget	Revised	Tentative	Change
N/A					
	$0	$0	$0	$0	0.00%

Public Safety	Ordinance Enforcemer	Fund 01 - General Fund		Cost Center	14-01
Supplemental Data: Expenditures					
	2007-08	2008-09		2009-10	Percent
Item	Actual	Budget	Revised	Tentative	Change
Supplies					
Gas & Oil	3,567	3,300	2,800	2,800	0.00%
Vehicle Maint & Repairs	410	1,000	500	1,000	100.00%
Equipment Maint & Repairs	6	0	0	0	0.00%
Postage & Freight	0	210	0	0	0.00%
Small Tools	431	500	50	250	400.00%
Total Supplies	4,414	5,010	3,350	4,050	20.90%
Contractual Services					
Kennel Fees	29,184	32,000	32,000	32,000	0.00%
Misc. Expenses	26	200	0	250	0.00%
Computer Support	0	500	0	0	0.00%
Total Contractual Services	29,210	32,700	32,000	32,250	0.78%
Other Services and Charges					
Travel & Training	1,154	1,500	1,000	1,000	0.00%
Subscriptions & Memberships	0	200	0	0	0.00%
Total Other Services & Charges	1,154	1,700	1,000	1,000	0.00%

Communications

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 2008-09 Accomplishments:

* Upgraded our radio system: Replaced phone lines with micro wave links; Installed a new radio building on the Willard water tank site; Relocated the channel 2 repeater to that site; Installed a generator at the Sunshine Hill site
* Brought the Mobile Data Computing Project online
* Filled all dispatch positions including an overflow position
* All newly hired dispatch employees have completed the APCO Basic Telecommunicator course training
* We are in the initial planning/design phase for the regional Communications Center
* Upgraded the network with a new Spillman server

FY 2009-10 Goals:

* Complete the design phase and move forward on the construction phase for the Regional Communications Center
* Implement quality assurance program
* Complete communications operating orders
* Complete a seamless upgrade to the Spillman architecture
* Develop and implement a records retention program

Budget Highlights:

No capital is budgeted for FY2010.

Public Safety	Communications	Fund 01 - General Fund	Cost Center	14-02

Summary By Category

Expenditure Category	2007-08 Actual	2008-09 Budget	2008-09 Revised	2009-10 Tentative	Percent Change
Personnel	$515,248	$525,450	$479,570	$567,860	18.41%
Operating Supplies	59,921	43,800	68,500	68,500	0.00%
Contractual Services	5,140	15,000	4,800	4,800	0.00%
Other Services and Charges	34,849	39,100	36,460	39,600	8.61%
Capital Outlay	0	0	0	0	0.00%
Debt Service	0	0	0	0	0.00%
Department Totals	$615,158	$623,350	$589,330	$680,760	15.51%

Staffing Levels

Item Description	2007-08	2008-09	2009-10
Full Time Equivalents:	9.50	9.50	10.50

Departmental Fund Sources

Funding Sources	Amount	% of Funding
General Fund	$530,760	77.97%
Dispatch & Spillman Fees	150,000	22.03%
	Total Funding	100.00%

Performance Indicators

Department Indicators	Actual 2006-07	Actual 2007-08	Estimated 2008-09	Budget 2009-10
Calls Dispatched	17630	18,500	22,518	26,500

Public Safety	Communications	Fund 01 - General Fund	Cost Center	14-02

Supplemental Data: Personnel

Authorized Positions	Number of FTE's			Salary Range		2009-10
Job Classifications	2007-08	2008-09	2009-10	Minimum	Maximum	Budget
Systems Coordinator	0.50	0.50	0.50	1296	1880	$22,260
Communications Supervisor	1.00	1.00	1.00	2592	3759	46,320
Communications Specialist	8.00	8.00	9.00	2349	3406	304,890
Clothing Allowance						3,000
Holiday Pay						14,000
Merit Contingency						11,260
Temporary / Reserves						0
Overtime						19,000
Retirement						39,260
Insurance & Taxes						105,870
Employee Related Expenses						2,000
Totals	9.50	9.50	10.50			$567,860

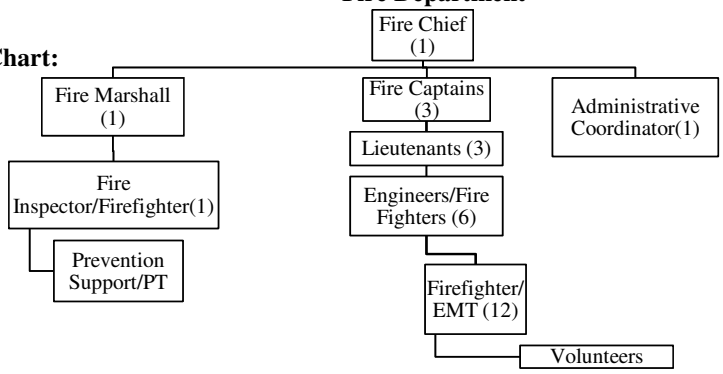
Supplemental Data: Capital Outlay

Item	2007-08	2008-09		2009-10	Percent
Description	Actual	Budget	Revised	Tentative	Change
N/A					
	$0	$0	$0	$0	0.00%

Public Safety	Communications	Fund 01 - General Fund		Cost Center	14-02
Supplemental Data: Expenditures					
	2007-08	2008-09		2009-10	Percent
Item	Actual	Budget	Revised	Tentative	Change
Supplies					
Office Supplies	5,878	5,000	3,000	3,000	0.00%
Copier Supplies	550	1,000	500	500	0.00%
Training Supplies	0	0	0	0	0.00%
Equipment Maint & Repairs	53,493	37,800	65,000	65,000	0.00%
Postage & Freight	0	0	0	0	0.00%
Total Supplies	59,921	43,800	68,500	68,500	0.00%
Contractual Services					
Radio Maintenance	0	4,000	0	0	0.00%
Computer Support	340	1,000	0	0	0.00%
Repeater Expense	4,800	10,000	4,800	4,800	0.00%
Total Contractual Services	5,140	15,000	4,800	4,800	0.00%
Other Services and Charges					
Travel & Training	4,168	6,000	3,500	3,500	0.00%
Subscriptions & Memberships	394	600	250	500	100.00%
Printing & Forms	0	0	0	0	0.00%
Utilities	2,548	2,400	2,860	3,000	4.90%
Telephone	17,482	17,500	19,300	20,000	3.63%
Liability Insurance	10,257	12,600	10,550	12,600	19.43%
Total Other Services & Charges	34,849	39,100	36,460	39,600	8.61%

Fire Department

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 2008-09 Accomplishments:

* SAFER grant awarded to hire 12 additional firefighters to provide full time staffing for a second engine company in Cottonwood. Total value of the award is $1,300,560
* Converted 16.25 hour/day pay system to the 24 hour/day pay system incorporating overtime costs
* City Council adopted the updated edition of the City of Cottonwood Disaster Plan & Guides
* Conducted a joint City Council/Verde Valley Fire District work session on future coordination and possible consolidation of fire services
* Developed & implemented a pre-hospital quality improvement program for our EMS delivery system
* Implemented hydrant inventory, location, assessment, and flow project partnering with the Water Dept
* Participated in table top exercise of the statewide mutual aid plan for an incident in the Verde Valley
* Responded to three in-state wildfires generating revenues in excess of $22,000
* Purchased and installed Mobile Computer Terminals in two command staff vehicles, as phase two of our transition to computerized field use data information and management
* Added 6 State Certified Firefighter/EMTs to our Volunteer Firefighter Program. Now staffed at 14
* Our fire inspector completed requisite training/testing, and is now an Arizona Certified Fire Inspector
* With the recent certification of our newly hired firefighter we continue our status of having all full-time shift personnel certified as Paramedics.

FY 2009-10 Goals:

* Hire the 12 SAFER Grant firefighters and establish 2nd staffed engine company in August
* Conduct intensive training program to bring newly hired firefighters up to standard
* Revamp response program and engine company evolutions to incorporate the 2nd engine company
* Complete the review and update the CFD Standard Operational Guide and establish on web site
* Develop training program modules to train personnel to the updated Standard Operating Guides
* Exercise our Emergency Operations Center, incorporating N.I.M.S. and new Disaster Plan & Guides.
* Purchase Rosetta Stone Language Learning to teach our personnel basic and advanced level Spanish
* Expand Fire Marshal American Flag Display Project to other high visibility areas of the City
* Evaluate pre hospital EMS response, service and transportation systems options for the City
  Pursue Fire Act Grant to purchase a 100 foot aerial ladder/pumper fire truck
* Update the current City Fire Code and extend our residential fire sprinkler ordinance to include manufactured/modular housing in the City
* Conduct needs assessment for fire station location and staffing plan

Budget Highlights:

The FY2010 budget includes 12 new Firefighter positions funded partially by the S.A.F.E.R Grant. The new positions will create two crews on each shift rather than one. This will allow a full crew to man each of the two fire trucks. Capital is budgeted at $1,350,840, including $1,236,840 to be funded by the Fire Act Grant.

Public Safety	Fire Department	Fund 01 - General Fund	Cost Center	16-00

Summary By Category

Expenditure Category	2007-08 Actual	2008-09 Budget	2008-09 Revised	2009-10 Tentative	Percent Change
Personnel	$1,191,042	$1,469,400	$1,355,920	$2,196,490	61.99%
Operating Supplies	41,840	382,530	72,600	85,700	18.04%
Contractual Services	123,783	137,500	137,000	158,500	15.69%
Other Services and Charges	76,219	97,750	82,000	106,700	30.12%
Capital Outlay	190,346	265,250	71,000	1,350,840	1802.59%
Debt Service	0	0	0	0	0.00%
Department Totals	$1,623,231	$2,352,430	$1,718,520	$3,898,230	126.84%

Staffing Levels

Item Description	2007-08	2008-09	2009-10
Full Time Equivalents:	16.00	16.00	28.00

Departmental Fund Sources

Funding Sources	Amount	% of Funding
General Fund	$2,736,390	70.20%
Fire ACT Grant	1,161,840	29.80%
	Total Funding	100.00%

Performance Indicators

Department Indicators	Actual 2005-06	Actual 2007-08	Estimated 2008-09	Budget 2009-10
Fire Suppression/Haz-Mat Calls	225	183	181	270
EMS / Rescue Service Calls	1750	1764	1909	2050
False Alarms	85	114	136	100
Public Assist / Service Calls	276	295	229	200
Total Calls For Service	2336	2356	2455	2620
Average Response Time	5.18	5.43	6.65	6.5
Training Man Hours	5128	6015	6551	6900
Public Education Contact Hours	4370	2724	6709	7000
Plan Reviews	135	181	227	230
Inspections	1157	654	1287	1500

Public Safety	Fire Department	Fund 01 - General Fund	Cost Center	16-00

Supplemental Data: Personnel

Authorized Positions	Number of FTE's			Salary Range		2009-10
Job Classifications	2007-08	2008-09	2009-10	Minimum	Maximum	Budget
Fire Chief	1.00	1.00	1.00	4689	6799	$84,030
Fire Captain	3.00	3.00	3.00	4463	6471	216,500
Fire Inspector	1.00	1.00	1.00	2862	4149	38,600
Firefighter/Engineer	3.00	3.00	6.00	3574	5182	324,746
Administrative Coordinator	1.00	1.00	1.00	2235	3241	32,190
Fire Marshall	1.00	1.00	1.00	3663	5311	46,410
Firefighter	6.00	6.00	12.00	3238	4695	462,392
Engineer/Lieutenant	0.00	0.00	3.00	3574	5182	159,492
Holiday Pay						37,200
Clothing Allowance						23,600
Merit/Certification Contingency						109,910
Temporary / Reserves						35,000
Overtime						80,000
Retirement						211,510
Insurance & Taxes						325,910
Employee Related Expenses						9,000
Totals	16.00	16.00	28.00			$2,196,490

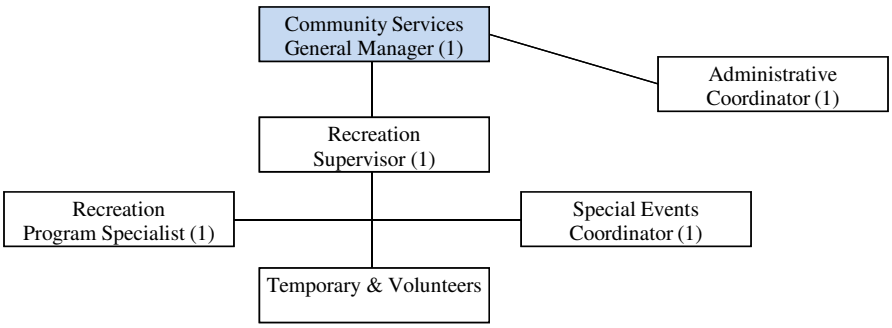
Supplemental Data: Capital Outlay

Item	2007-08	2008-09		2009-10	Percent
Description	Actual	Budget	Revised	Tentative	Change
Refurbish Fire Pumper	$47,274				
Office Furnishings	5,546	$2,500	$2,500	$5,000	
Hose & Appliance Upgrades/LDH Hose			2,524		
Fire Safety Equipment	3,513	20,000	20,000	20,000	
Personal Computers	3,993	3,000	3,000	5,000	
Software		2,000	2,000	2,000	
Pagers, Radios, 800MHZ, MDTS			646		
"Posichek" for SCBA				12,000	
Gas Detector/Monitor					
Rescue Special Ops Equipment	36,825	5,000	5,000	5,000	
Fire Act Grant - Airial Ladder Truck				1,071,840	
Fire Act Grant - Pre-emption system		90,000		90,000	
Fire Act Grant - Fire Safety Building		75,000		75,000	
Physical Fitness Equipment	2,173	1,500	1,500	3,000	
Thermal Imaging Cameras		12,000	12,000		
Carpet	10,964				
Training Room Technology	5,924				
Fire Station Concrete Apron Replacement	5,372				
Communication Equipment	1,090	15,000		10,000	
EMS Replacement Program	31,658	10,000		15,000	
Command Staff Vehicle Replacement		29,250	21,830	37,000	
Fire Mobile Data Terminals	15,330				
Fire Engine/Pumper	20,685				
	$190,346	$265,250	$71,000	$1,350,840	1802.59%

Public Safety	Fire Department	Fund 01 - General Fund		Cost Center	16-00
Supplemental Data: Expenditures					
	2007-08	2008-09		2009-10	Percent
Item	Actual	Budget	Revised	Tentative	Change
Supplies					
Office Supplies	1,007	1,750	1,500	2,000	33.33%
Copier Supplies	1,892	3,650	3,000	3,650	21.67%
Gas & Oil	9,466	26,400	20,000	26,000	30.00%
Vehicle Maint & Repairs	12,655	15,000	30,000	33,000	10.00%
Equipment Maint & Repairs	7,863	8,300	7,000	8,400	20.00%
Protective Clothing	7,311	9,000	8,000	9,600	20.00%
Emergency Service Grant	1,495	1,500	2,700	2,500	-7.41%
Yavapai County - FEMA Grant	0	0	0	0	0.00%
SAFER Fire Grant	0	316,380	0	0	0.00%
Fire Act Grant	0	0	0	0	0.00%
Postage & Freight	149	550	400	550	37.50%
Total Supplies	41,840	382,530	72,600	85,700	18.04%
Contractual Services					
Contractual Services	114,043	123,000	122,000	137,000	12.30%
Medical Testing	4,300	6,000	5,500	10,000	81.82%
Radio Maintenance	1,521	3,500	3,000	4,500	50.00%
Computer Support	3,920	5,000	6,500	7,000	7.69%
Total Contractual Services	123,783	137,500	137,000	158,500	15.69%
Other Services and Charges					
Travel & Training	12,505	16,000	13,000	26,000	100.00%
Subscriptions & Memberships	778	1,300	1,200	2,200	83.33%
Operational Equipment & Supplies	7,156	7,500	7,000	9,300	32.86%
Utilities	19,135	22,050	22,000	24,000	9.09%
Telephone	8,307	9,600	7,000	7,500	7.14%
Fire Hydrants	0	0	0	0	0.00%
EMS Expenses	5,919	7,100	7,000	8,100	15.71%
Fire Prevention	5,232	8,500	6,000	8,000	33.33%
Emergency Management	4,713	2,000	1,500	2,000	33.33%
Legal Advertising	0	100	0	0	0.00%
Volunteer Fireperson Training	2,944	9,000	5,000	7,000	40.00%
Volunteer Fireperson Misc	3,246	8,000	6,000	6,000	0.00%
Training Center	2,683	3,000	2,700	3,000	11.11%
Retired Volunteers	3,600	3,600	3,600	3,600	0.00%
Total Other Services & Charges	76,219	97,750	82,000	106,700	30.12%

Parks and Recreation

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 2008-09 Accomplishments:

* Successfully organized and operated the 1st Annual "Walk-In-On-Main-Street" program to more than 1,000 citizens and local artists. This Old Town community cultural Arts program, provided first ever opportunity for local artist and community to gather together for music, art and a wine tasting venue
* Completed the 1.3 acre Dog Park project with direct work with the Dog Park Association and city Parks Maintenance staff
* Successfully organized and administered the 4th year of the Cottonwood "Youth Commission" providing additional opportunities for young adult input, leadership, growth and advancement
* Successfully provided large scale Special Event programming to the community to over 20,000 participants (4th of July, Rhythm & Ribs, Farmers Market Jamboree, Walk-In-On-Main-Street, Summer Concert Series, Fall Kids Carnival)
* Successfully provided Adult League Programming to over 105 teams annually. Tournament programming and opportunities to over 180 teams state-wide, hosting annually a total of over 2,300 participants and over 5,000 spectators
* Completed the Herridge Field Relocation Project, thereby moving the old field from the County Complex property to the new Riverfront Park location. This also completed the 4th field in the Youth Ball-field Complex at Riverfront Park

  Successfully provided summer aquatics opportunities (over 18,000 user visits logged) and learn-to-swim programming to over 400 children without accident or unsafe conditions

FY 2009-10 Goals:

* Increase opportunities for focusing on family/youth programs by offering additional activities/services and recreation pursuits for the public
* Continue all partnership and collaboration efforts with the Cottonwood Community Garden program. Effect a win-win public/private collaboration project for the public

Budget Highlights:

The budget includes capital at $34,620 for RF Park Improvements and the purchase of an Air Economizer. The Parks & Recreation budget has a decrease in personnel costs due to the City reorginazation that moved the Parks Director into the Community Service General Manager position in the Administration department.

Culture & Recreation	Parks and Recreation	Fund 01 - General Fund	Cost Center	20-00

Summary By Category

Expenditure Category	2007-08 Actual	2008-09 Budget	2008-09 Revised	2009-10 Tentative	Percent Change
Personnel	$414,259	$401,420	$402,290	$268,390	-33.28%
Operating Supplies	44,989	39,600	37,100	39,700	7.01%
Contractual Services	22,960	21,950	18,700	19,050	1.87%
Other Services and Charges	352,579	320,900	276,400	295,550	6.93%
Capital Outlay	162,699	57,950	80,750	34,620	-57.13%
Debt Service	0	0	0	0	0.00%
Department Totals	$997,486	$841,820	$815,240	$657,310	-19.37%

Staffing Levels

Item Description	2007-08	2008-09	2009-10
Full Time Equivalents:	5.00	5.00	4.00

Departmental Fund Sources

Funding Sources	Amount	% of Funding
General Fund	$657,310	100.00%
	Total Funding	100.00%

Performance Indicators

Department Indicators	Actual 2006-07	Actual 2007-08	Estimated 2008-09	Budget 2009-10
Participation in User Numbers Per Year				
Summer Recreation	2,100	2,500	2,500	2,000
Adult Sports Programming	34,500	34,750	35,000	37,500
Special Events & Dept. Programs	20,500	21,500	21,750	19,500
Youth Sports Programming	10,500	10,500	10,500	10,500
Swim Lessons	3,800	3,800	3,800	3,000
Recreational Swimming	19,000	19,000	19,000	16,800
Instructional Classes	19,500	20,500	21,000	21,000
Weight Room	21,000	21,000	19,000	21,000
Cottonwood Middle School Field Complex	21,000	21,000	20,000	21,000
Kids Park Soccer/Little League - Youth Sports	13,000	14,000	16,000	16,000
Old Town Special Events Park/Farmers Market	5,500	14,000	16,000	17,500
Tennis Center Programs	7,000	6,500	7,000	7,500
Garrison Park Facilities	16,000	16,500	17,000	17,000
Cottonwood Kids Park Leisure /Recreation Use	7,500	8,500	9,000	8,500
Old Town Basketball Courts	7,500	7,500	7,500	7,500
Riverfront Park Ramadas/Volleyball/Horseshoe	31,500	34,000	34,000	34,500
Riverfront Skate Park & Roller Hockey Facilities	13,300	13,300	13,500	13,600
Riverfront Youth League Complex		10,000	26,000	27,500
Riverfront Dog Park/Youth Football & Soccer Fields			12,500	19,900

Culture & Recreation	Parks and Recreation	Fund 01 - General Fund	Cost Center	20-00

Supplemental Data: Personnel

Authorized Positions	Number of FTE's			Salary Range		2009-10
Job Classifications	2007-08	2008-09	2009-10	Minimum	Maximum	Budget
Parks & Recreation Director	1.00	1.00	0.00	4689	6799	$0
*Recreational Supervisor	1.00	1.00	1.00	2724	3949	24,580
Administrative Coordinator	1.00	1.00	1.00	2235	3241	39,540
Recreation Program Specialist	1.00	1.00	1.00	2349	3406	26,240
Special Events Coordinator	1.00	1.00	1.00	2349	3406	22,000
** Recreation Coordinator	0.00	0.00	0.00	2291	3322	19,250
Holiday Pay						500
Clothing Allowance						1,600
Merit Contingency						1,000
Temporary / Reserves						47,200
Overtime						12,500
Retirement						13,690
Insurance & Taxes						52,290
Employee Related Expenses						8,000
Totals	5.00	5.00	4.00			$268,390

* Position will be eliminated in January, 2010

** Positions (2)will be replacing the Spec Events Coor. And Rec Program Spec. in February, 2010

Supplemental Data: Capital Outlay

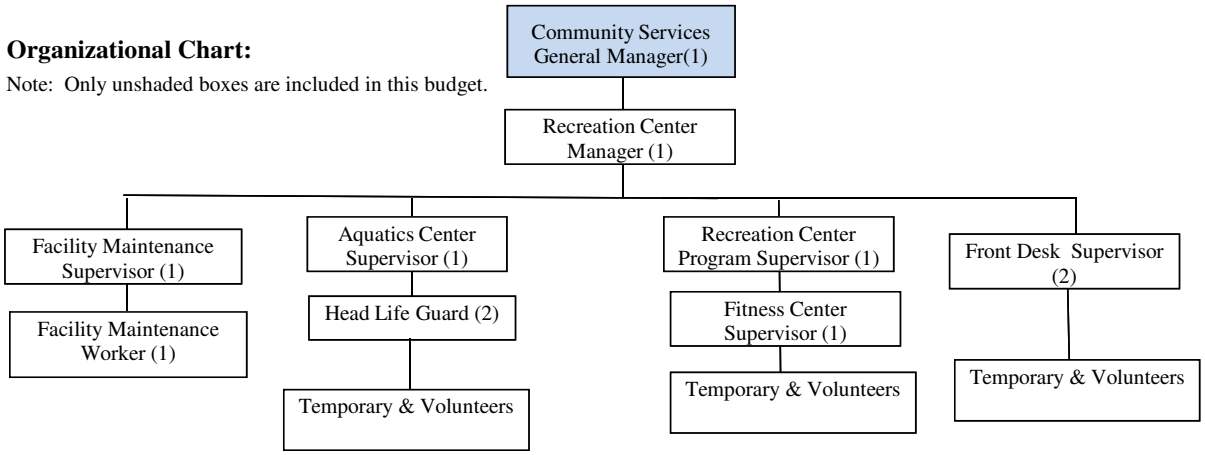
Item	2007-08	2008-09		2009-10	Percent
Description	Actual	Budget	Revised	Tentative	Change
Hand-held Radio Equipment		$3,000			
Riverfront Landscaping		9,000			
Weight Equipment	$3,072		$474		
1/2 Ton Pickup					
Skate Park Bowl Construction - Proposed	1,928				
Equestrian Center		10,000	10,000		
Riverfront Little League Storage Facility					
Infield Stabilizer Materials					
Viejo Park		30,000	30,000		
Tennis Center Resurface	29,821				
Herridge Park Relocation		5,950			
Dog Park Construction	11,995		750		
RF Park Improvements/Herridge	114,283		10,000	$29,120	
Vertical Line Shaft Turbine Ditch Pump					
Roller Hockey Court Resurface	1,600				
Library Air Economizer				5,500	
Elm Viejo Park Construction Project			29,526		
	$162,699	$57,950	$80,750	$34,620	-57.13%

Culture & Recreation	Parks and Recreation	Fund 01 - General Fund		Cost Center	20-00
Supplemental Data: Expenditures					
	2007-08	2008-09		2009-10	Percent
Item	Actual	Budget	Revised	Tentative	Change
Supplies					
Office Supplies	4,084	3,800	3,000	3,000	0.00%
Copier Supplies	302	300	300	300	0.00%
Gas & Oil	2,846	2,500	1,500	1,700	13.33%
Vehicle Maint & Repairs	1,564	1,400	1,300	2,600	100.00%
Equipment Maint & Repairs	12,889	7,300	6,300	7,300	15.87%
Postage & Freight	634	500	200	300	50.00%
Riverfront Snack Bar	6,696	9,300	8,500	8,500	0.00%
Pool Supplies	15,790	14,500	13,000	13,000	0.00%
Snack Bar Supplies	184	0	3,000	3,000	0.00%
Special Dept. Supplies	0	0	0	0	0.00%
Total Supplies	44,989	39,600	37,100	39,700	7.01%
Contractual Services					
Fireworks	17,000	17,000	17,000	17,000	0.00%
Computer Support	585	500	350	350	0.00%
Contractual Labor	5,375	4,450	1,350	1,700	25.93%
Contractual Services					
Total Contractual Services	22,960	21,950	18,700	19,050	1.87%
Other Services and Charges					
Travel & Training	6,278	4,300	4,500	4,000	-11.11%
Subscriptions & Memberships	3,364	2,800	2,600	2,600	0.00%
Printing & Forms	55	200	0	0	0.00%
Rec Programs	57,880	58,500	36,000	42,000	16.67%
Utilities	173,848	154,000	145,700	151,850	4.22%
Telephone	5,543	6,850	7,050	6,950	-1.42%
Legal Advertising	2,145	750	600	700	16.67%
Public Relations	11,506	15,000	7,000	7,000	0.00%
Summer Youth Program	9,393	12,500	4,500	8,400	86.67%
Verde River Days	0	1,000	1,000	1,000	0.00%
Rhythm & Ribs	39,526	20,000	21,400	21,500	0.47%
Sizzilin Salsa/Walking Main Street	0	5,000	5,550	5,550	0.00%
Softball Tournaments	43,042	40,000	39,000	41,000	5.13%
10K Memorial Run	0	0	1,500	3,000	100.00%
Total Other Services & Charges	352,579	320,900	276,400	295,550	6.93%

Recreation Center

Organizational Chart:

Note: Only unshaded boxes are included in this budget.



General Information:

The Community Recreation Center will be a 52,500 square foot facility under the administration and direction of the Parks & Recreation Department. This center will become operational May 2010 with approximately 10 new full time employees and approximately 40 part-time employees. The Community Recreation Center will provide office facilities for the entire Parks & Recreation Department. Programming operations will include but not be limited to 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 will function as a multi-generational concept bringing families, youth and active senior adults together for shared opportunities for quality of life enrichment.

FY 2008-09 Accomplishments:

* Completed 100% Construction Design Phase of the Recreation Center process and construction start up operations. All phases of work at the Recreation Center site, jointly administered and cooperated in conjunction with the Project Architect team and City Public Works Department. All work completed in the finalization of the Construction Manager @ Risk team and in participation with the City Project Manager, City Manager, City Council and City Attorneys office

FY 2009-10 Goals:

* Begin work towards operations and personnel planning for the Recreation Center facility. Work directly with the Finance Director, City Manager and Human Resources pertaining to staff hiring and center operations
* Continue cooperative work operations with Project Manager, Construction Contractor Project Team and the Architectural Team in the on-going construction of the Recreation Center
* Continue to expand special interest class activities gearing up for the new Recreation Center
* Continue to work towards a goal of 70% (and above) cost recovery ratio of total facility maintenance and operations costs. Strive towards meeting all feasibility study elements and guidelines of the center makeup and administration
* Continue to strive towards meeting "green" operational directives and guidelines thereby minimizing energy and utility waste. Continue to work with Project Team and Architects towards providing a complete solar water heating system for all indoor pool facilities thereby minimizing large scale utility costs for pool

Budget Highlights:

The new Multi-Generational Recreation Center is scheduled to open in May of 2010. No capital is budgeted in FY2010

Culture & Recreation	Recreation Center	Fund 01 - General Fund	Cost Center	20-03

Summary By Category

Expenditure Category	2007-08 Actual	2008-09 Budget	2008-09 Revised	2009-10 Tentative	Percent Change
Personnel	$0	$0	$0	$226,670	0.00%
Operating Supplies	0	0	0	32,080	0.00%
Contractual Services	0	0	0	35,250	0.00%
Other Services and Charges	0	0	0	81,700	0.00%
Capital Outlay	0	0	0	0	0.00%
Debt Service	0	0	0	0	0.00%
Department Totals	$0	$0	$0	$375,700	0.00%

Staffing Levels

Item Description	2007-08	2008-09	2009-10
Full Time Equivalents:	0.00	0.00	10.00

Departmental Fund Sources

Funding Sources	Amount	% of Funding
General Fund	$375,700	100.00%
	Total Funding	100.00%

Performance Indicators

Department Indicators	Actual 2006-07	Actual 2007-08	Estimated 2008-09	Budget 2009-10
NA (Rec Center will not open until May)				

Culture & Recreation	Recreation Center	Fund 01 - General Fund	Cost Center	20-03

Supplemental Data: Personnel

Authorized Positions	Number of FTE's			Salary Range		2009-10
Job Classifications	2007-08	2008-09	2009-10	Minimum	Maximum	Budget
Recreation Center Manager	0.00	0.00	1.00	3849	5580	$24,500
Aquatics Center Supervisor	0.00	0.00	1.00	3082	4468	16,350
Recreation Center Program Supervisor	0.00	0.00	1.00	3082	4468	16,350
Fitness Center Supervisor	0.00	0.00	1.00	2407	3491	10,210
Facility Maintenance Supervisor	0.00	0.00	1.00	2407	3491	7,660
Facility Maintenance Worker	0.00	0.00	1.00	1976	2865	6,290
Front Desk Supervisor	0.00	0.00	2.00	2128	3085	13,540
Head Life Guard	0.00	0.00	2.00	2076	3010	8,810
Holiday Pay						500
Clothing Allowance						2,800
Merit Contingency						2,630
Temporary / Reserves						58,500
Overtime						5,000
Retirement						10,510
Insurance & Taxes						43,020
Employee Related Expenses						0
Totals	0.00	0.00	10.00			$226,670

Supplemental Data: Capital Outlay

Item		2007-08	2008-09		2009-10	Percent
Description	budget	Actual	Budget	Revised	Tentative	Change
N/A						
		$0	$0	$0	$0	0.00%

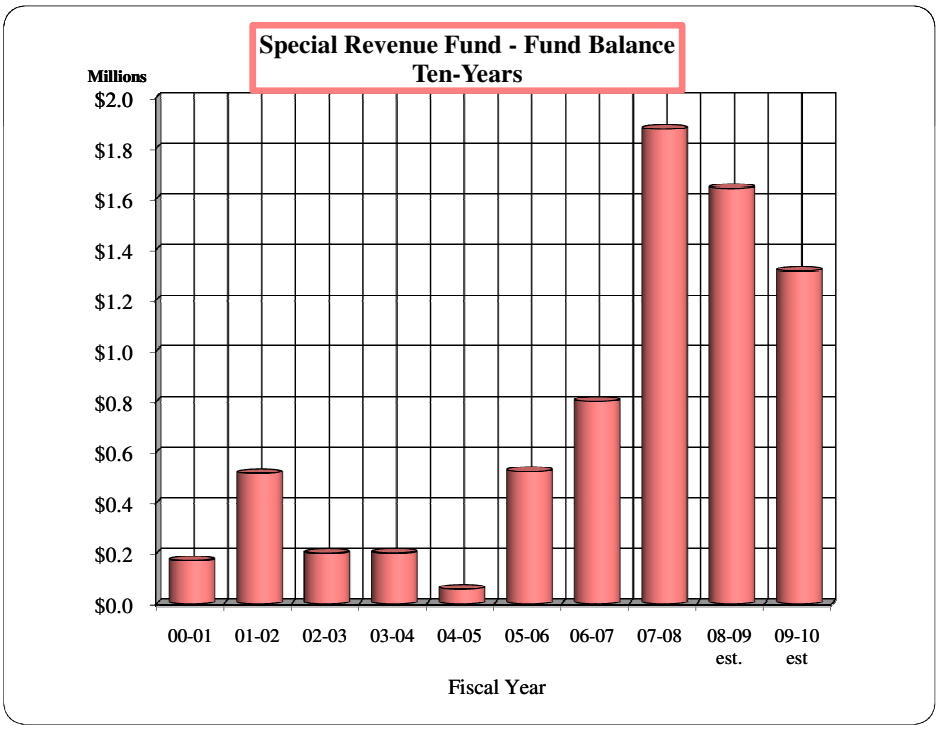
Culture & Recreation	Recreation Center	Fund 01 - General Fund		Cost Center	20-03
Supplemental Data: Expenditures					
	2007-08	2008-09		2009-10	Percent
Item	Actual	Budget	Revised	Tentative	Change
Supplies					
Office Supplies	0	0	0	1,200	0.00%
Copier Supplies	0	0	0	250	0.00%
Gas & Oil	0	0	0	300	0.00%
Vehicle Maint & Repairs	0	0	0	0	0.00%
Equipment Maint & Repairs	0	0	0	2,000	0.00%
Postage & Freight	0	0	0	3,330	0.00%
Pool Supplies	0	0	0	25,000	0.00%
Snack Bar Supplies	0	0	0	0	0.00%
Special Dept. Supplies	0	0	0	0	0.00%
Total Supplies	0	0	0	32,080	0.00%
Contractual Services					
Computer Support	0	0	0	250	0.00%
Contractual Sevices	0	0	0	35,000	0.00%
Total Contractual Services	0	0	0	35,250	0.00%
Other Services and Charges					
Travel & Training	0	0	0	2,000	0.00%
Subscriptions & Memberships	0	0	0	200	0.00%
Printing & Forms	0	0	0	500	0.00%
Rec Programs	0	0	0	4,500	0.00%
Utilities	0	0	0	50,000	0.00%
Telephone	0	0	0	2,000	0.00%
Legal Advertising	0	0	0	16,000	0.00%
Public Relations	0	0	0	2,500	0.00%
Rental Equipment	0	0	0	4,000	0.00%
Total Other Services & Charges	0	0	0	81,700	0.00%

SPECIAL REVENUE FUNDS

The Special Revenue Fund budgets are used to account for revenues and expenditures which are legally restricted to a specific use.

Fund/Account Number	Description
02	HURF - Streets/Transit Fund Street Department Street Construction Cottonwood Area Transit (CAT)
03	Cottonwood Library
04	Cottonwood Cemetery
05	Airport Fund
07	Grants Fund Other Grants Heritage Grants
08	CDBG Grants

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



Fiscal Year	Fund Balance
00-01	172,170
01-02	516,442
02-03	200,680
03-04	201,410
04-05	59,290
05-06	524,100
06-07	800,979
07-08	1,874,973
08-09 est.	1,641,085
09-10 est	1,315,025

The continued fluctuation of the Special Revenues Fund is dependent on the projects being worked and time availability to complete those projects. The Street Department has a larger projects listing for FY 2009-10 than in 08-09. This aggressive posturing is due to additional funds being provided by a 1% construction sales tax enacted January 1, 2006 and dedicated to HURF for street improvements. A description of all the projects are reflected in the department's budget summary sheets on page ____.

Fiscal Year 2009-10 Budget
Consolidated Statement of Revenues/Expenditures

Item	2007-08	2008-09		2009-10
Description	Actual	Budget	Revised	Tentative
Revenue Sources:				
Taxes	1,289,558	1,012,610	980,560	662,440
Intergovernmental Revenues	1,742,680	5,633,710	2,537,515	2,986,050
Charges for Services	244,443	334,340	310,280	328,360
Fines & Forfeitures	0	0	0	0
Uses of Monies & Properties	124,356	126,900	114,130	115,185
Miscellaneous Revenues	86,496	56,450	67,270	50,160
Total Revenue Sources	3,487,533	7,164,010	4,009,755	4,142,195
Other Financing Sources:				
Transfers In	696,455	694,510	700,045	810,845
Carryover	0	1,672,935	1,641,085	1,566,370
Residual Equity Interfund Transfer	0	0	0	0
Proceeds from Lease Purchase	0	0	0	0
Proceeds from Bonds	0	0	0	3,750,000
Total Other Financing Sources	696,455	2,367,445	2,341,130	6,127,215
Total Available Resources	4,183,988	9,531,455	6,350,885	10,269,410
Expenditures:				
Personnel	1,374,137	1,531,510	1,386,965	1,561,260
Operating Supplies	430,693	473,570	481,710	576,900
Contractual Services	223,777	257,100	241,070	362,255
Other Services and Charges	560,152	546,100	570,810	649,540
Capital Outlay	633,031	6,675,160	3,562,540	6,675,275
Reserves	0	8,025	75,450	64,180
Debt Service	0	0	0	344,010
Total Expenditures	3,221,789	9,491,465	6,318,545	10,233,420
Other Uses:				
Transfers Out	28,904	39,990	32,340	35,990
Residual Equity Interfund Transfer	0	0	0	0
Total Other Uses	28,904	39,990	32,340	35,990
Total Expenditures and Other Uses	3,250,694	9,531,455	6,350,885	10,269,410
Net Income	$933,295	$0	$0	$0

Fiscal Year 2009-10 Budget

HURF Fund Consolidation Revenues/Expenditures

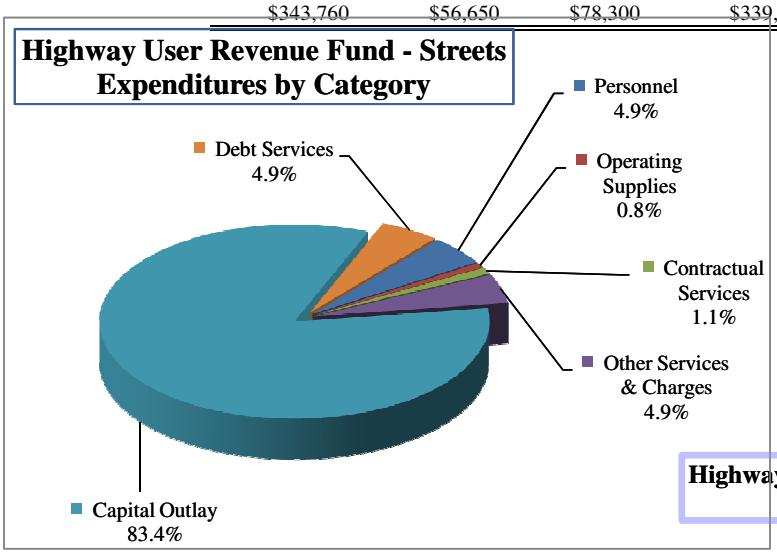
Item Description	2007-08 Actual	2008-09 Budget	2008-09 Revised	2009-10 Tentative	Percent Change
Revenue Sources:					
Taxes	1,289,558	1,012,610	980,560	662,440	-32.44%
Intergovernmental Revenues	1,565,156	4,947,310	2,351,115	2,290,330	-2.59%
Services & Charges	106,113	114,540	96,280	108,460	12.65%
Uses of Monies & Properties	33,007	42,400	12,000	11,500	-4.17%
Miscellaneous Revenues	64,493	35,850	45,690	28,000	-38.72%
Total Revenue Sources	3,058,326	6,152,710	3,485,645	3,100,730	-11.04%
Other Financing Sources:					
Transfers In	0	0	0	0	0.00%
Carryover	0	1,633,360	1,608,105	1,490,920	-7.29%
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	3,750,000	0.00%
Total Other Financing Sources	0	1,633,360	1,608,105	5,240,920	225.91%
Total Available Resources	3,058,326	7,786,070	5,093,750	8,341,650	63.76%
Expenditures:					
Personnel	803,237	940,620	812,740	969,490	19.29%
Operating Supplies	237,384	191,100	245,830	308,570	25.52%
Contractual Services	126,534	164,690	132,760	153,415	15.56%
Other Services and Charges	323,739	314,500	339,880	414,890	22.07%
Capital Outlay	602,678	6,175,160	3,562,540	6,151,275	72.67%
Reserves	0	0	0	0	0.00%
Debt Service	0	0	0	344,010	0.00%
Total Expenditures	2,093,572	7,786,070	5,093,750	8,341,650	63.76%
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	2,093,572	7,786,070	5,093,750	8,341,650	63.76%
Net Income / (Loss)	$964,754	$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.

Fiscal Year 2009-10 Budget

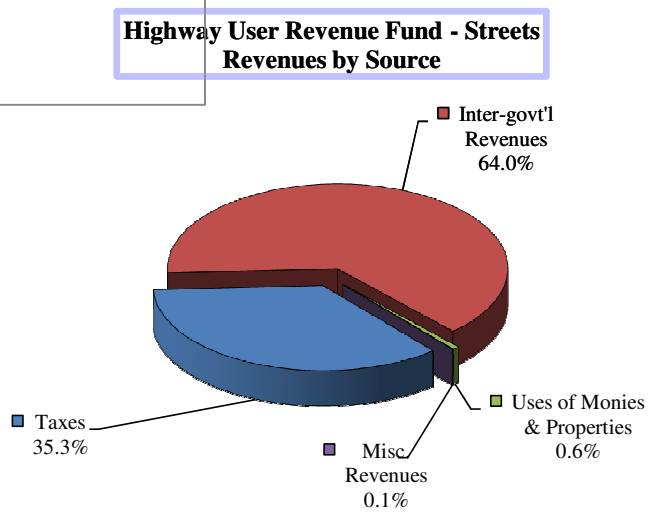
HURF - Streets Fund Expenditures By Category

	Personnel	Operating Supplies	Contractual Services	Other Services & Charges	Capital Outlay	Debt Service	Total
Category Totals	$343,760	$56,650	$78,300	$339,750	$5,841,175	$344,010	$7,003,645
	$343,760	$56,650	$78,300	$339,750	$5,841,175	$344,010	$7,003,645



HURF - Streets Fund Summary	
Revenues	$1,874,370
Expenditures	(7,003,645)
Revenues over (under) Expenditures	(5,129,275)
Other Funding Sources/Uses	5,240,920
Use of Fund Balance	$111,645

HURF - Streets Fund Revenues By Source	
Taxes	$662,440
Inter-govt'l Revenues	1,199,430
Uses of Monies & Properties	11,500
Misc. Revenues	1,000
Total Resources Available	$1,874,370



Street Department Revenues:

The Street Department receives it 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 and have increased in years. This year the state has estimated a decrease in these funds.

Street Department Expenditures:

Major commitments totaling $5,841,175 for various street projects are programmed for FY2010. The funding of these larger construction projects is accomplished by allowing the HURF Fund to accumulate fund balance on light years to be used in heavy construction years.

Fiscal Year 2009-10 Budget

Streets Maintenance & Construction - Revenues/Expenditures

Item Description	2007-08 Actual	2008-09 Budget	2008-09 Revised	2009-10 Tentative	Percent Change
Revenue Sources:					
Taxes	1,289,558	1,012,610	980,560	662,440	-32.44%
Intergovernmental Revenues					
Highway User Revenue Fund - HURF	899,089	922,910	770,600	780,440	1.28%
Local Transportation Assistance Fund/HURF	34,444	48,730	48,730	48,990	0.53%
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%
ISTEA - Phase III Grant	0	0	0	0	0.00%
12th Street 89A to Fir HELP Loan	0	1,500,000	0	0	0.00%
Fed Grant - Willard St. Ext.	0	680,000	680,000	0	-100.00%
CDBG - 12th Street	3,000	370,000	0	370,000	0.00%
Uses of Monies & Properties					
Interest Income	33,007	42,400	12,000	11,500	-4.17%
Miscellaneous Revenues					
Other Income	16,063	8,400	900	1,000	11.11%
Total Revenue Sources	2,275,160	4,585,050	2,492,790	1,874,370	-24.81%
Other Financing Sources:					
Transfers In	0	0	0	0	0.00%
Carryover	0	1,633,360	1,608,105	1,490,920	-7.29%
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	3,750,000	0.00%
Total Other Financing Sources	0	1,633,360	1,608,105	5,240,920	225.91%
Total Available Resources	2,275,160	6,218,410	4,100,895	7,115,290	73.51%
Expenditures:					
Personnel	333,975	365,200	334,620	343,760	2.73%
Operating Supplies	49,572	41,850	59,600	56,650	-4.95%
Contractual Services	73,172	83,200	66,800	78,300	17.22%
Other Services and Charges	273,067	252,700	299,530	339,750	13.43%
Capital Outlay	424,280	5,475,460	3,119,830	5,841,175	87.23%
Reserves	0	0	0	0	0.00%
Debt Service	0	0	0	344,010	0.00%
Total Expenditures	1,154,066	6,218,410	3,880,380	7,003,645	80.49%
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	1,154,066	6,218,410	3,880,380	7,003,645	80.49%
Net Income	$1,121,094	$0	$220,515	$111,645	

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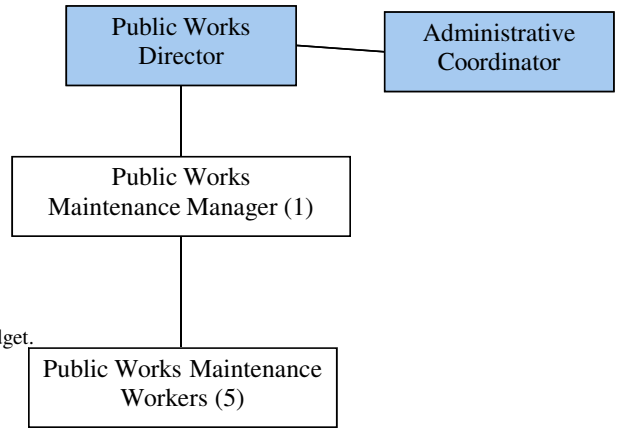
Fiscal Year 2009-10 Budget

Street Department

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. Annually, the Streets Division performs a curb-side collection of large refuse items and tree trimmings.

FY 2008-09 Accomplishments:

* City forces crack-sealed seventeen (17) streets and the airport
* Prepared the Mingus and Main neighborhood for a 84,400 square yard chip seal project
* Created bike lanes on W. Mingus Avenue and Cove Parkway
* Performed grading for the Riverfront Dog Park
* Implement new web-based work order management program

FY 2009-10 Goals:

* Continue constructing drainage improvements city wide
* Perform more in-house crack sealing of streets and prepare for a large chip seal contract
* Add sidewalks to fill in gaps in the sidewalk system

Budget Highlights:

As gas and oil prices remain unstable, we have included a 9.8% increase for these expenses. No capital has been budgeted for FY2010.

Public Works	Street Department	Fund 02 - HURF	Cost Center	10-00

Summary By Category

Expenditure Category	2007-08 Actual	2008-09 Budget	2008-09 Revised	2009-10 Tentative	Percent Change
Personnel	$333,975	$365,200	$334,620	$343,760	2.73%
Operating Supplies	49,572	41,850	59,600	56,650	-4.95%
Contractual Services	73,172	83,200	66,800	78,300	17.22%
Other Services and Charges	273,067	252,700	299,530	339,750	13.43%
Capital Outlay	60,588	59,500	57,780	0	-100.00%
Reserves	0	0	0	0	0.00%
Debt Service	0	0	0	344,010	0.00%
Department Totals	$790,374	$802,450	$818,330	$1,162,470	42.05%

Staffing Levels

Item Description	2007-08	2008-09	2009-10
Full Time Equivalents:	6.25	6.50	6.00

Departmental Fund Sources

Funding Sources	Amount	% of Funding
HURF / LTAF	829,430	71.35%
Miscellaneous	333,040	28.65%
	Total Funding	100.00%

Performance Indicators

Department Indicators	Actual 2006-07	Actual 2007-08	Estimated 2008-09	Budget 2009-10
Shoulder/Ditch Grading (LF)	25,000	27,000	35,000	30,000
Weed Control (Man Hours)	2,500	3,000	4,000	4,000
Asphalt Laydown (SY)	0	7,500	1,500	2,000
Sidewalk Repairs (SF)	1,500	7,000	1,200	7,000
Street Sweeping (Lane Mile)	3,500	3,500	4,000	4,500
Drainage Imp. Proj. (Properties Benefited)	60	75	100	60
Seal Coating (SY)	14,000	90,000	85,000	90,000
Works Orders	100	125	100	100
Crack Sealing (LF)		250,000	250,000	250,000

Public Works	Street Department	Fund 02 - HURF	Cost Center	10-00

Supplemental Data: Personnel

Authorized Positions	Number of FTE's			Salary Range		2009-10
Job Classifications	2007-08	2008-09	2009-10	Minimum	Maximum	Budget
Public Works Maintenance Mgr.	1.00	1.00	1.00	3082	4468	$54,910
Public Works Maint. Worker	5.00	5.00	5.00	1976	2865	163,530
Public Works Inspector	0.25	0.50	0.00	1234	1789	0
Merit Contingency						5,290
Clothing Allowance						4,500
Temporary / Reserves						0
Overtime						1,000
Retirement						21,130
Insurance & Taxes						92,700
Employee Related Expenses						700
Totals	6.25	6.50	6.00			$343,760

Supplemental Data: Capital Outlay

Item	2007-08	2008-09		2009-10	Percent
Description	Actual	Budget	Revised	Tentative	Change
Desktop Upgrade					
1-Ton Chassis					
Vehicle Replacement					
Utility Vehicle					
Dump Truck	$60,588	$59,500	$57,780		
	$60,588	$59,500	$57,780	$0	-100.00%

Public Works	Street Department	Fund 02 - HURF		Cost Center	10-00
Supplemental Data: Expenditures					
Item	2007-08	2008-09		2009-10	Percent
Description	Actual	Budget	Revised	Tentative	Change
Supplies					
Office Supplies	246	600	550	600	9.09%
Operational Supplies	1,257	1,700	1,700	1,800	5.88%
Postage & Freight	7	250	50	250	400.00%
Gas & Oil	20,630	17,300	17,300	19,000	9.83%
Vehicle Maint & Repairs	9,836	11,000	10,000	10,000	0.00%
Equipment Maint & Repairs	17,586	11,000	30,000	25,000	-16.67%
Building Maint & Repairs	9	0	0	0	0.00%
Total Supplies	49,572	41,850	59,600	56,650	-4.95%
Contractual Services					
Computer Support	743	700	1,300	1,300	0.00%
Contractual Services	23,806	35,500	25,500	30,000	17.65%
Street Lights	48,622	45,000	40,000	45,000	12.50%
Engineering Services	0	2,000	0	2,000	0.00%
Total Contractual Services	73,172	83,200	66,800	78,300	17.22%
Other Services and Charges					
Travel & Training	176	1,200	200	200	0.00%
Subscriptions & Memberships	183	200	150	200	33.33%
Utilities	2,742	4,500	4,200	4,500	7.14%
Telephone	2,163	2,200	2,100	2,200	4.76%
Legal Advertising	0	500	0	500	0.00%
Bank Charges	161	300	50	50	0.00%
Tools	3,997	2,800	2,400	2,800	16.67%
Equipment Rental	17,199	25,000	19,500	25,000	28.21%
Liability Insurance	12,188	20,000	12,600	13,200	4.76%
Culverts	0	5,000	5,100	5,000	-1.96%
Street Signs	11,469	12,000	7,500	11,000	46.67%
Street Marking	47,979	40,000	38,000	45,000	18.42%
Street Light Contingency	2,262	4,000	2,000	4,000	100.00%
Indirect Cost to General Fund	118,383	100,000	160,730	176,100	9.56%
Rodeo Drive St. Reimbursement	40,993	0	20,000	20,000	0.00%
Materials	13,171	35,000	25,000	30,000	20.00%
Total Other Services & Charges	273,067	252,700	299,530	339,750	13.43%
Debt Service					
Principal - Bonds	0	0	0	179,040	0.00%
Interest - Bonds	0	0	0	164,970	0.00%
Total Debt Service	0	0	0	344,010	0.00%

Street Construction

Organizational Chart:
None

General Information:
Street construction projects are built by contractors solicited through a sealed bid process. The Engineering Department is responsible for the project management of the design and construction phases of the projects.

FY 2008-09 Accomplishments:

* Six miles of residential streets received a rubberized asphalt chip seal in the Mingus and Main neighborhood
* Design of W. Mingus Reconstruction project from SR 89A to Willard Street
* Construction of Willard Street Extension project from Cottonwood Street to Mesquite Drive
* Design of the reconstruction of S. 12th Street from Mingus to Birch
* Design of the reconstruction of S. 12th Street from 89A to Fir Street

FY 2009-10 Goals:

* Reconstruction of S. 12th Street from Mingus to Birch Street
* Reconstruction of W. Mingus Reconstruction project from SR 89A to Willard Street
* Bid and construct a pavement preservation project
* Reconstruction of S. 12th Street from 89A to Fir Street

Budget Highlights:
The capital outlay is $5,841,175 for several large projects listed below

Pavement Preservation	$350,000
Street Contingency	1,061,175
Willard Extension	80,000
W. Mingus Reconstruction	1,450,000
12th Street Reconstruction from Mingus to Birch St.	600,000
12th Street Reconstruction from 89A to Fir	2,300,000
Total Programmed projects	$5,841,175

Public Works	Street Construction	Fund 02 - HURF		Cost Center	11-00
Summary By Category					
Expenditure Category	2007-08 Actual	2008-09 Budget	2008-09 Revised	2009-10 Tentative	Percent Change
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	363,692	5,415,960	3,062,050	5,841,175	90.76%
Reserves	0	0	0	0	0.00%
Debt Service	0	0	0	0	0.00%
Department Totals	$363,692	$5,415,960	$3,062,050	$5,841,175	90.76%

Staffing Levels			
Item Description	2007-08	2008-09	2009-10
Full Time Equivalents:	0.00	0.00	0.00

Departmental Fund Sources		
Funding Sources	Amount	% of Funding
HURF	$602,855	10.32%
Bond	3,747,400	64.15%
Transfer in - GF	0	0.00%
Use of Fund Balance	1,490,920	25.52%
	Total Funding	100.00%

Performance Indicators				
	Actual		Estimated	Budget
Department Indicators	2005-06	2007-08	2008-09	2009-10
N/A				

Public Works	Street Construction	Fund 02 - HURF	Cost Center	11-00

Supplemental Data: Personnel

Authorized Positions	Number of FTE's			Salary Range		2009-10
Job Classifications	2007-08	2008-09	2009-10	Minimum	Maximum	Budget
N/A						
Temporary / Reserves						
Overtime						
Retirement						
Insurance & Taxes						
Employee Related Expenses						
Totals	0.00	0.00	0.00			$0

Supplemental Data: Capital Outlay

Expenditure	2007-08	2008-09		2009-10	Percent
Category	Actual	Budget	Revised	Tentative	Change
Pavement Preservation	$324,798	$350,000	$350,000	$350,000	
Street Contingency	10,287	645,960	1,490,920	1,061,175	
Sidewalk Additions		80,000			
Willard Extension	25,606	910,000	862,730	80,000	
Aspen Street Improvements					
Paula St Reconstruction		345,000			
W. Mingus Reconstruction		1,030,000	137,400	1,450,000	
12 St. Reconstruction	3,000	460,000	91,000	600,000	
12th St. 89A to Fir		1,595,000	130,000	2,300,000	
12th St Reconstruction NACOG					
	$363,692	$5,415,960	$3,062,050	$5,841,175	90.76%

Public Works	Street Construction	Fund 02 - HURF	Cost Center	11-00

Supplemental Data: Expenditures

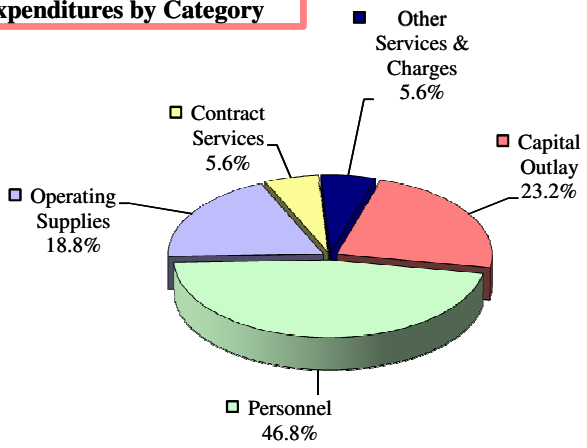
Item Description	2007-08 Actual	2008-09 Budget	2008-09 Revised	2009-10 Tentative	Percent Change
Supplies					
N/A					
Total Supplies	0	0	0	0	0.00%
Contractual Services					
N/A					
Total Contractual Services	0	0	0	0	0.00%
Other Services and Charges					
N/A					
Total Other Services & Charges	0	0	0	0	0.00%

Fiscal Year 2009-10 Budget

Cottonwood Area Transit System Fund Expenditures By Category

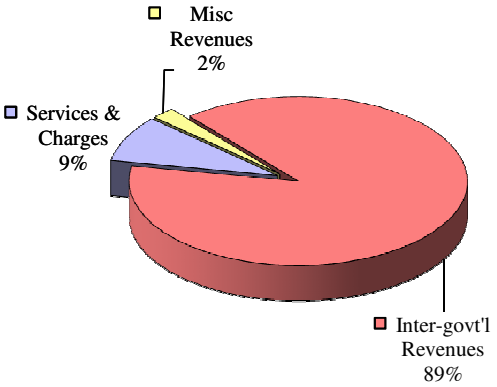
	Personnel	Operating Supplies	Contractual Services	Other Services & Charges	Capital Outlay	Debt Service	Total
Category Totals	$625,730	$251,920	$75,115	$75,140	$310,100	$0	$1,338,005
	$625,730	$251,920	$75,115	$75,140	$310,100	$0	$1,338,005

Cottonwood Area Transit - CAT Expenditures by Category



Cottonwood Area Transit Fund Summary	
Revenues	$1,226,360
Expenditures	(1,338,005)
Use of Fund Balance	($111,645)

Cottonwood Area Transit - CAT Revenues by Source



Cottonwood Area Transit Fund Revenues by Source	
Inter-govt'l Revenues	$1,090,900
Services & Charges	$108,460
Misc Revenues	27,000
Total Resources Available	$1,226,360

CAT Department Revenues:

CAT receives most of its funding from the Arizona Department of Transportation - Transit Division. Administrative costs of the program are reimbursed at 50/50 ratio. Its maintenance and operation costs are reimbursed at a 80/20 split with the municipality paying the 20% from its Local Transportation Assistance Funds (LTAF). LTAF revenue is also referred to as lottery money. Fare revenues are also collected from users as part of the program. Any shortfalls in funding are allocated to the entities benefiting from the program. Currently those agencies are the City of Cottonwood, Town of Clarkdale and Yavapai County.

CAT Department Expenditures:

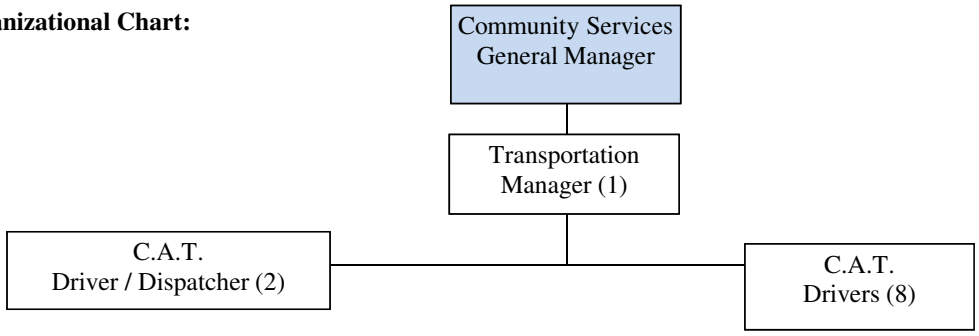
This year, funding continues to be very limited from the AZ DOT. Despite the shortfalls, the City of Cottonwood continues to support its Check Point System which is a fixed route program. This new program has been growing faster than anticipated and is very well received throughout the community. CAT has completed its conversion of its fleet to total diesel power buses. More expenditure details on pages _____.

Fiscal Year 2009-10 Budget

Cottonwood Area Transit System - Revenues/Expenditures

Item Description	2007-08 Actual	2008-09 Budget	2008-09 Revised	2009-10 Tentative	Percent Change
Revenue Sources:					
Taxes	0	0	0	0	0.00%
Intergovernmental Revenues					
Yavapai Co.	62,294	71,480	71,480	111,910	56.56%
Clarkdale	43,128	49,490	49,490	77,480	56.56%
HURF - Fuel Tax	0	0	0	0	0.00%
Local Transportation Assistance Fund/Transit	33,207	45,400	20,030	25,000	24.81%
ADOT Grant	361,912	664,960	368,965	469,920	27.36%
HB2565 Grant	0	0	0	0	0.00%
STP Flexible Spending Grant	128,082	594,340	341,820	406,590	18.95%
HB2565/STP/LTAF Match	0	0	0	0	0.00%
Services & Charges					
Fare Box	106,113	114,540	96,280	108,460	12.65%
Uses of Monies & Properties					
Interest Income	0	0	0	0	0.00%
Miscellaneous Revenues					
Other Income	48,430	27,450	44,790	27,000	-39.72%
Total Revenue Sources	783,166	1,567,660	992,855	1,226,360	23.52%
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	783,166	1,567,660	992,855	1,226,360	23.52%
Expenditures:					
Personnel	469,262	575,420	478,120	625,730	30.87%
Operating Supplies	187,812	149,250	186,230	251,920	35.27%
Contractual Services	53,362	81,490	65,960	75,115	13.88%
Other Services and Charges	50,672	61,800	40,350	75,140	86.22%
Capital Outlay	178,398	699,700	442,710	310,100	-29.95%
Reserves	0	0	0	0	0.00%
Debt Service	0	0	0	0	0.00%
Total Expenditures	939,506	1,567,660	1,213,370	1,338,005	10.27%
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	939,506	1,567,660	1,213,370	1,338,005	10.27%
Net Income / (Loss)	($156,340)	$0	($220,515)	($111,645)	0.00%

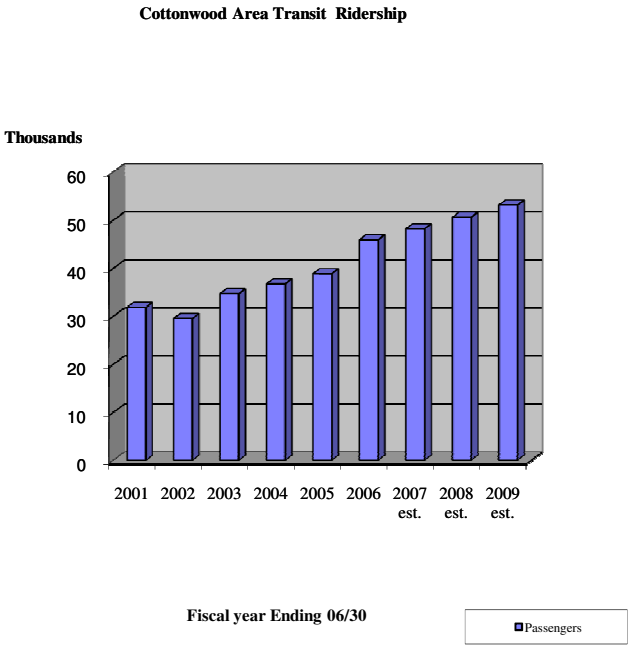
Organizational Chart:



Note: only unshaded boxes are included in this budget.

General Information:

The Cottonwood Area Transit (C.A.T.) provides public transportation services to the City of Cottonwood, Town of Clarkdale, all Verde Village Units and the area of Bridgeport. All of the system's primary vehicles are disabled accessible, affording services to those confined to wheelchairs or otherwise limited in their mobility. The system provides contract services to several specific organizations in addition to a Demand Service Monday thru Friday 7:00 a.m. to 5:00 p.m. Saturday 9 a.m. to 2 p.m. The Checkpoint Deviation Service provides a regular bus route with 28 stops Monday thru Friday 7:00 a.m. to 1:00 p.m. and 2:00 p.m. to 6 p.m.



FY 2008-09 Accomplishments:

* Exceeded the performance requirements for the number of passenger trips to meet federal funding guidelines for demand service and the checkpoint deviation system
* Increased passenger count by 15%
* Operated at maximum capacity on all operations of the system
* Maintained contracts for service with the Department of Economic Security, YES the Arc, Northern Arizona Council of Governments and Yavapai Long Term Care , enhancing cost recovery
* Broke ground for a transit facility which will include Cottonwood Area Transit and Sedona RoadRunner
* Coordinated efforts for regional transportation including Northern Arizona Intergovernmental Public Transportation Authority (NAIPTA).
* Maintained all continuing education requirements for all staff in Cottonwood and with NAIPTA
* Coordinated efforts for dispatching equipment for Cottonwood and NAIPTA

FY 2009-10 Goals:

* Explore expansion of the checkpoint deviation system, in addition to the existing service, to meet public demand
* Provide effective, efficient public transportation service, economically, to the general public
* Improve safety awareness through continued training and incorporation of safety topics on all aspects of the operation
* Explore coordination with NAIPTA regarding transporting passengers from Cottonwood to Sedona with six additional runs on a daily basis

Budget Highlights:

The CAT budget includes a reclassification of the Transportation Manager position from a range 40 to range 42 to align this position with other manager positions in the City. The capital budget of $310,100 includes $260,000 for two busses that are being purchased with Stimulus money. The capital also includes office furniture & equipment for the expanded facilities and bike racks for the bus stops. A change in Administration has moved this departments supervision from the Planning & Zoning director to the Community Services General Manager.

Social Services	C. A. T. S.	Fund 02 - Transit		Cost Center	2X-00
Summary By Category					
Expenditure Category	2007-08 Actual	2008-09 Budget	2008-09 Revised	2009-10 Tentative	Percent Change
Personnel	$469,262	$575,420	$478,120	$625,730	30.87%
Operating Supplies	187,812	149,250	186,230	251,920	35.27%
Contractual Services	53,362	81,490	65,960	75,115	13.88%
Other Services and Charges	50,672	61,800	40,350	75,140	86.22%
Capital Outlay	178,398	699,700	442,710	310,100	-29.95%
Reserves	0	0	0	0	0.00%
Debt Service	0	0	0	0	0.00%
Department Totals	$939,506	$1,567,660	$1,213,370	$1,338,005	10.27%

Staffing Levels			
Item Description	2007-08	2008-09	2009-10
Full Time Equivalents:	9.00	11.00	11.00

Departmental Fund Sources		
Funding Sources	Amount	% of Funding
Intergovernmental Revenues	$1,090,900	81.53%
Services & Charges	108,460	8.11%
Miscellaneous Revenues	27,000	2.02%
Use of HURF Fund Balance	111,685	8.35%
	Total Funding	100.00%

Performance Indicators				
	Actual		Estimated	Budget
Department Indicators	2005-06	2007-08	2008-09	2009-10
Annual Ridership	45,947	48,212	50,622	53,153
Disabled Ridership	3,675	3,785	3,900	4,095
Cottonwood Ridership	22,757	23,444	24,616	25,846
Clarkdale Ridership	4,480	6,416	6,735	7,071
County Ridership	18,710	18,352	19,269	20,232
Miles Traveled	211,506	219,483	230,457	241,979
Fare Recovery (Goal 20%)	31%	32%	32%	32%

Social Services	C. A. T. S.		Fund 02 - Transit		Cost Center	2X-00
Supplemental Data: Personnel						
Authorized Positions	Number of FTE's			Salary Range		2009-10
Job Classifications	2007-08	2008-09	2009-10	Minimum	Maximum	Budget
Transportation Manager	1.00	1.00	1.00	3487	5056	$59,110
Manager/Dispatcher	0.00	0.00	0.00	N/A		
Driver / Dispatcher	1.00	2.00	2.00	2076	3010	64,370
Drivers	7.00	8.00	8.00	1976	2865	239,890
Holiday Pay						0
Clothing Allowance						1,550
Merit Contingency						7,740
Temporary / Reserves						43,000
Overtime						4,000
Retirement						35,260
Insurance & Taxes						169,190
Employee Related Expenses						1,620
Totals	9.00	11.00	11.00			$625,730

Supplemental Data: Capital Outlay					
Item	2007-08	2008-09		2009-10	Percent
Description	Actual	Budget	Revised	Tentative	Change
Transit Buses	$175,386	$285,000	$442,710	$260,000	
Grading/Paving		75,000			
Wash Pad		39,500			
Utilities		25,000			
Shade Structure		30,000			
Fuel tanks		47,550			
Washing Equipment		6,500			
10% Contingency					
Computer Upgrade		5,000		3,000	
Bus Stop Signs	3,012	2,400			
Worksite Shade Shelter		183,750			
Bike Racks				12,600	
Furniture				5,000	
Server				6,000	
Copy Lease				23,500	
	$178,398	$699,700	$442,710	$310,100	-29.95%

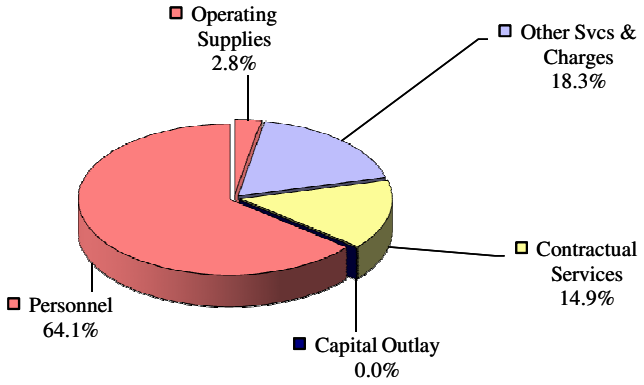
Social Services	C. A. T. S.	Fund 02 - Transit		Cost Center	2X-00
Supplemental Data: Expenditures					
Item	2007-08	2008-09		2009-10	Percent
Description	Actual	Budget	Revised	Tentative	Change
Supplies					
Office Supplies	4,376	4,500	4,140	6,500	57.00%
Copier Supplies	750	1,000	970	6,700	590.72%
Gas & Oil	87,629	75,900	79,800	109,430	37.13%
Vehicle Maint & Repairs	94,566	67,100	100,630	128,290	27.49%
Equipment Maint & Repairs	0	0	0	0	0.00%
Postage & Freight	492	750	690	1,000	44.93%
Total Supplies	187,812	149,250	186,230	251,920	35.27%
Contractual Services					
Computer Support	632	1,220	890	2,495	180.34%
Radio Maintenance	1,472	1,870	90	3,750	4066.67%
Indirect Cost to G/F	30,912	35,430	34,120	40,000	17.23%
Contractual Services	20,346	42,970	30,860	28,870	-6.45%
Total Contractual Services	53,362	81,490	65,960	75,115	13.88%
Other Services and Charges					
Travel & Training	4,788	2,760	3,500	4,560	30.29%
Subscriptions & Membershi	3,205	400	0	1,000	0.00%
Printing & Forms	3,276	6,000	4,500	7,000	55.56%
Utilities	1,062	2,000	2,510	3,000	19.52%
Telephone	3,926	6,280	3,340	8,170	144.61%
Advertising	17,076	16,800	8,000	20,160	152.00%
Audit Expense	1,160	2,780	1,390	1,530	10.07%
Employee Physicals/Drug Testing	2,545	2,510	2,410	3,000	24.48%
Liability Insurance	13,634	22,270	14,700	26,720	81.77%
Total Other Services & Charges	50,672	61,800	40,350	75,140	86.22%

Fiscal Year 2009-10 Budget

Cottonwood Library System Fund Expenditures By Category

	Personnel	Operating Supplies	Contractual Services	Other Services & Charges	Capital Outlay	Debt Service	Total
Category Totals	$591,770	$25,550	$137,390	$169,150	$0	$0	$923,860

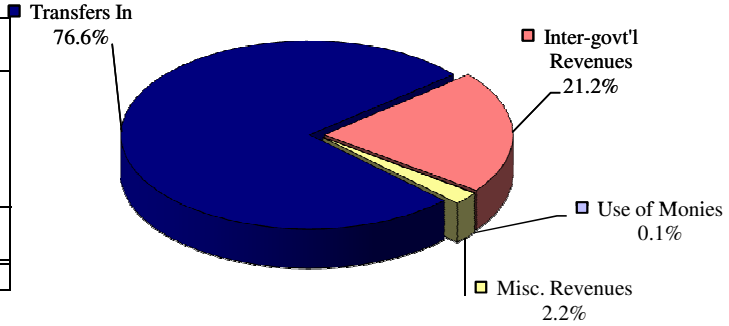
Cottonwood Library Expenditures by Category



Cottonwood Library System Fund Summary	
Revenues	$216,480
Expenditures	(923,860)
Revenues over (under) Expenditures	(707,380)
Other Funding Sources/Uses	707,380
Use of Fund Balance	$0

Cottonwood Library Revenues by Source

Cottonwood Library System Fund Revenues By Source	
Inter-govt'l Revenues	$195,720
Use of Monies	600
Misc. Revenues	20,160
Transfers In	707,380
Total Resources Available	$923,860



Library Revenues:
Over 75.3% of the Cottonwood Library operating revenues come from Intergovernmental and transfers in sources. $195,720 is contributed by the Yavapai County Library System based on total circulation for the facility. The General Fund will transfer in $658,670 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 as reflected in the Capital Improvement segment of the budget. This $2.9M expansion will alleviated the need for additional space to house more collection materials.

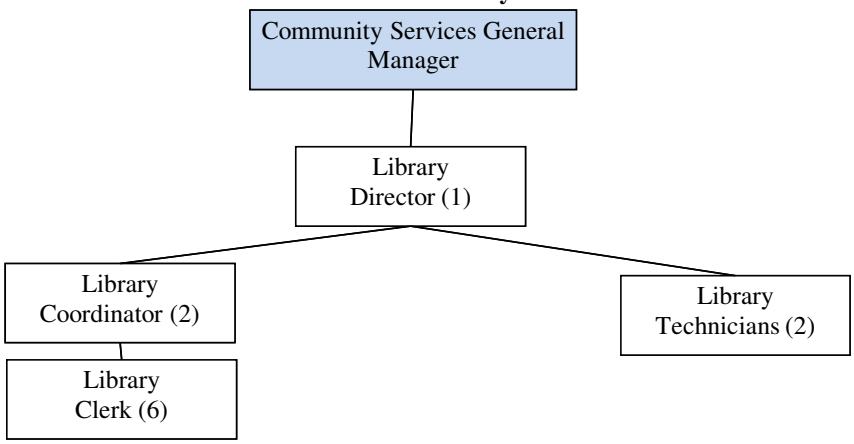
Fiscal Year 2009-10 Budget

Cottonwood Library System Fund Revenues/Expenditures

Item Description	2007-08 Actual	2008-09 Budget	2008-09 Revised	2009-10 Tentative	Percent Change
Revenue Sources:					
Taxes					
Sales Tax	0	0	0	0	0.00%
Intergovernmental Revenues					
Yavapai County	177,524	186,400	186,400	195,720	5.00%
Gates Grant	0	0	0	0	0.00%
Services & Charges					
Collection Income	0	0	0	0	0.00%
Uses of Monies & Properties					
Interest Income	2,867	4,350	640	600	-6.25%
Miscellaneous Revenues					
Other Income	20,284	19,200	19,580	20,160	2.96%
Total Revenue Sources	200,675	209,950	206,620	216,480	4.77%
Other Financing Sources:					
Transfers In	656,127	659,810	630,795	707,380	12.14%
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	656,127	659,810	630,795	707,380	12.14%
Total Available Resources	856,802	869,760	837,415	923,860	10.32%
					0.00%
Expenditures:					
Personnel	550,935	572,970	555,985	591,770	6.44%
Operating Supplies	26,465	23,270	25,140	25,550	1.63%
Contractual Services	80,083	77,910	90,310	137,390	52.13%
Other Services and Charges	199,319	195,610	165,980	169,150	1.91%
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	856,802	869,760	837,415	923,860	10.32%
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	856,802	869,760	837,415	923,860	10.32%
Net Income / (Loss)	$0	$0	$0	$0	

Fiscal Year 2009-10 Budget

Cottonwood Library



General Information:

The Cottonwood Public Library serves as a cultural, recreational, educational, and research resource. We are currently the second largest circulating library in Yavapai County. 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.

Square footage will increase from 15,400 to 24,190 with the addition of 6,280 sq. ft on the first floor of the expansion and 2,470 on the second floor mezzanine.

FY 2008-09 Accomplishments:

* Weeded and moved the entire 98,000 title library collection
* Moved the A/V room to the old Youth Services Juvenile Collection area
* Moved the free magazine section to a more prominent location, which has adequate seating and more room to peruse
* Moved our collection of federal and state tax forms to the area around the old fire place. The larger part of this room, which used to house the young adult collection, is now devoted to tables and chairs
* Established a reference desk adjacent to the parking lot entrance which makes it quickly accessible to anyone with informational needs

FY 2009-10 Goals:

* Fundraising through seeking grant and outreach by our friends of the library organization, the
* Cottonwood Bookmarks
  Transition from the current Yavapai Library Network operation system (Dynix Basic) to
* Symphony, also owned by Dynix, in December 2009

Budget Highlights:

No capital is budgeted for FY2009.

Culture and Recreation	Library	Fund 03 - Library Fund	Cost Center	10-00

Summary By Category

Expenditure Category	2007-08 Actual	2008-09 Budget	2008-09 Revised	2009-10 Tentative	Percent Change
Personnel	$550,935	$572,970	$555,985	$591,770	6.44%
Operating Supplies	26,465	23,270	25,140	25,550	1.63%
Contractual Services	80,083	77,910	90,310	137,390	52.13%
Other Services and Charges	199,319	195,610	165,980	169,150	1.91%
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	$856,802	$869,760	$837,415	$923,860	10.32%

Staffing Levels

Item Description	2007-08	2008-09	2009-10
Full Time Equivalents:	11.00	11.00	11.00

Departmental Fund Sources

Funding Sources	Amount	% of Funding
Intergovernmental Revenues	$195,720	21.19%
Uses of Monies	600	0.06%
Miscellaneous Income	20,160	2.18%
Use of Fund Balance	0	0.00%
Transfers In - General Fund	707,380	76.57%
	Total Funding	100.00%

Performance Indicators

Department Workload	Actual 2006-07	Actual 2007-08	Estimated 2008-09	Estimated 2009-10
Items in Collections	93,454	96,200	97,967	98,947
Total Items Circulated	349,783	367,101	342,722	353,003
Reference Questions	190,439	185,570	208,886	217,241
Percent of Volunteer to Paid Hours	n/a	43%	45%	44%

Culture and Recreation	Library	Fund 03 - Library Fund	Cost Center	10-00

Supplemental Data: Personnel

Authorized Positions	Number of FTE's			Salary Range		2009-10
Job Classifications	2007-08	2008-09	2009-10	Minimum	Maximum	Budget
Library Director	1.00	1.00	1.00	4463	6471	$80,780
Library Coordinator	1.00	1.00	1.00	3082	4468	53,960
Youth Services Coordinator	1.00	1.00	1.00	2657	3853	47,850
Library Technician	2.00	2.00	2.00	2128	3085	72,730
Library Clerk	6.00	6.00	6.00	1881	2727	160,440
Merit Contingency						8,210
Temporary / Reserves						10,520
Holiday Pay						0
Retirement						39,850
Insurance & Taxes						117,430
Employee Related Expenses						0
Totals	11.00	11.00	11.00			$591,770

Supplemental Data: Capital Outlay

Item	2007-08	2008-09		2009-10	Percent
Description	Actual	Budget	Revised	Tentative	Change
N/A					
	$0	$0	$0	$0	0.00%

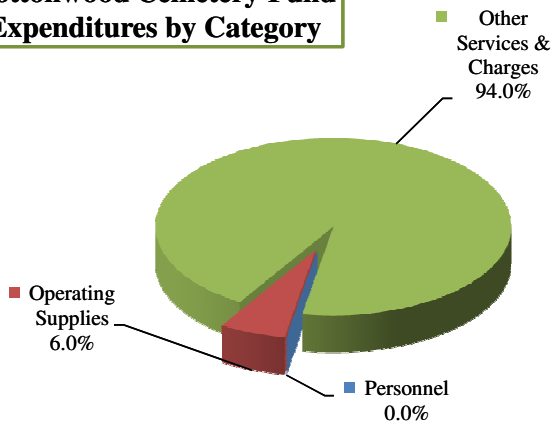
Culture and Recreation	Library	Fund 03 - Library Fund		Cost Center	10-00
Supplemental Data: Expenditures					
	2000-01	2008-09		2009-10	Percent
Item	Actual	Budget	Revised	Tentative	Change
Supplies					
Office Supplies	9,683	10,000	7,000	7,000	0.00%
Copier Supplies	95	590	630	700	11.11%
Equipment Maint & Repairs	7,580	6,070	8,670	9,000	3.81%
Postage & Freight	9,107	6,610	8,840	8,850	0.11%
Total Supplies	26,465	23,270	25,140	25,550	1.63%
Contractual Services					
Collection Expenses	1,763	3,410	2,410	3,000	24.48%
Indirect Cost to General Fund	77,268	70,000	86,900	133,390	53.50%
Computer Support	1,052	4,500	1,000	1,000	0.00%
Contractual Services	0	0	0	0	0.00%
Total Contractual Services	80,083	77,910	90,310	137,390	52.13%
Other Services and Charges					
Travel & Training	691	570	570	570	0.00%
Subscriptions & Memberships	1,166	180	180	180	0.00%
Utilities	37,818	46,820	61,780	65,000	5.21%
Telephone	8,419	9,100	12,720	13,000	2.20%
Legal Advertising		0	0	0	0.00%
Youth Programs	518	1,120	1,120	1,120	0.00%
Book Purchases	101,453	82,250	42,250	40,000	-5.33%
Network/Technology Exps	33,950	39,780	31,630	33,000	4.33%
Annual Volunteer Appreciation Event	1,095	790	990	800	-19.19%
Liability Insurance	14,209	15,000	14,740	15,480	5.02%
Total Other Services & Charges	199,319	195,610	165,980	169,150	1.91%

Fiscal Year 2009-10 Budget

Cottonwood Cemetery Fund Expenditures By Category

	Personnel	Operating Supplies	Contractual Services	Other Services & Charges	Capital Outlay	Debt Service	Total
Category Totals	$0	$3,300	$51,950	$51,750	$0	$0	$107,000
	$0	$3,300	$51,950	$51,750	$0	$0	$107,000

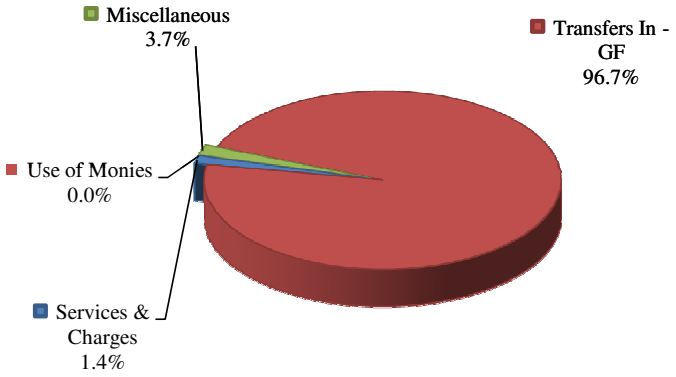
Cottonwood Cemetery Fund Expenditures by Category



Cottonwood Cemetery Fund Summary	
Revenues	$3,535
Expenditures	(107,000)
Revenues over (under) Expenditures	(103,465)
Other Funding Sources/Uses	103,465
Use of Fund Balance	$0

Cottonwood Cemetery Fund Revenues by Source

Cottonwood Cemetery Fund Revenues By Source	
Services & Charges	$1,500
Use of Monies	35
Miscellaneous	2,000
Transfers In - GF	103,465
Total Resources Available	$107,000



Fiscal Year 2009-10 Budget

Cottonwood Cemetery Revenues/Expenditures

Item Description	2007-08 Actual	2008-09 Budget	2008-09 Revised	2009-10 Tentative	Percent Change
Revenue Sources:					
Taxes					
Sales Tax	0	0	0	0	0.00%
Charges for Services					
Sale of Grave liners	650	2,000	2,000	1,500	-25.00%
Uses of Monies & Properties					
Interest Income	105	150	40	35	-12.50%
Miscellaneous Revenues					
Other Income	850	1,400	2,000	2,000	0.00%
Total Revenue Sources	1,605	3,550	4,040	3,535	-12.50%
Other Financing Sources:					
Transfers In	40,328	34,700	69,250	103,465	49.41%
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	40,328	34,700	69,250	103,465	49.41%
Total Available Resources	41,933	38,250	73,290	107,000	46.00%
Expenditures:					
Personnel	19,965	17,920	18,240	0	-100.00%
Operating Supplies	2,855	1,700	3,300	3,300	0.00%
Contractual Services	0	0	0	51,950	0.00%
Other Services and Charges	19,114	18,630	51,750	51,750	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	41,933	38,250	73,290	107,000	46.00%
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	41,933	38,250	73,290	107,000	46.00%
Net Income / (Loss)	$0	$0	$0	$0	

Cottonwood Cemetery

Organizational Chart:
None

General Information:
The Cemetery Trust 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 2008-09 Accomplishments:

* Communications for interment requests processed properly between Human Resources staff, Cemetery work crews and Mortuary staff. Worked towards proper notification and need for crews after normal work hours

FY 2009-10 Goals:

* Continue working on information and communication process between Human Resources Department, Cemetery work crews, Mortuary and the public
* Continue to work on database information and processing information for interments/dis-interments

Budget Highlights:
This department is now charged for labor services through indirect costing to the General Fund. No capital is budgeted for FY2010.

Cemeteries	Cottonwood Cemetery	Fund 04 - Cemetery		Cost Center	10-00
Summary By Category					
Expenditure Category	2007-08 Actual	2008-09 Budget	2008-09 Revised	2009-10 Tentative	Percent Change
Personnel	$19,965	$17,920	$18,240	$0	-100.00%
Operating Supplies	2,855	1,700	3,300	3,300	0.00%
Contractual Services	0	0	0	51,950	0.00%
Other Services and Charges	19,114	18,630	51,750	51,750	0.00%
Capital Outlay	0	0	0	0	0.00%
Debt Service	0	0	0	0	0.00%
Department Totals	$41,933	$38,250	$73,290	$107,000	46.00%

Staffing Levels			
Item Description	2007-08	2008-09	2009-10
Full Time Equivalents:	0.30	0.30	0.00

Departmental Fund Sources		
Funding Sources	Amount	% of Funding
Charges for Service	$1,500	1.40%
Interest Income	35	0.03%
Miscellaneous Fees	2,000	1.87%
Carryover	0	0.00%
Transfer In - General Fund	103,465	96.70%
	Total Funding	100.00%

Performance Indicators				
	Actual		Estimated	Budget
Department Indicators	2005-06	2007-08	2008-09	2009-10
N/A				

Cemeteries	Cottonwood Cemetery	Fund 04 - Cemetery	Cost Center	10-00

Supplemental Data: Personnel

Authorized Positions	Number of FTE's			Salary Range		2009-10
Job Classifications	2007-08	2008-09	2009-10	Minimum	Maximum	Budget
Construction & Maintenance Mgr.	0.10	0.10	0.00			$0
Construction & Maint. Worker	0.20	0.20	0.00			
Temporary / Reserves						
Merit Contingency						
Overtime						
Retirement						
Insurance & Taxes						
Employee Related Expenses						
Totals	0.30	0.30	0.00			$0

Supplemental Data: Capital Outlay

Expenditure	2007-08	2008-09		2009-10	Percent
Category	Actual	Budget	Revised	Tentative	Change
N/A					
	$0	$0	$0	$0	0.00%

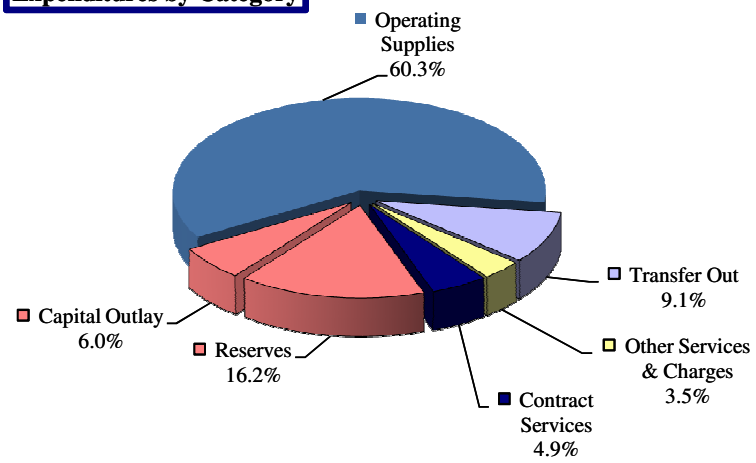
Cemeteries	Cottonwood Cemetery	Fund 04 - Cemetery		Cost Center	10-00
Supplemental Data: Expenditures					
Item	2007-08	2008-09		2009-10	Percent
Description	Actual	Budget	Revised	Tentative	Change
Supplies					
Special Department Supplies	13	0	0	0	0.00%
Grave Liners	1,519	1,200	2,800	2,800	0.00%
Equipment Maint & Repairs	77	0	0	0	0.00%
Gas and Oil	0	0	0	0	0.00%
Misc. Expense	1,246	500	500	500	0.00%
Total Supplies	2,855	1,700	3,300	3,300	0.00%
Contractual Services					
Indirect Cost to General Fund	0	0	0	51,950	0.00%
Total Contractual Services	0	0	0	51,950	0.00%
Other Services and Charges					
Utilities	18,587	18,000	51,000	51,000	0.00%
Telephone	527	630	750	750	0.00%
Total Other Services & Charges	19,114	18,630	51,750	51,750	0.00%

Fiscal Year 2009-10 Budget

Airport Fund Expenditures By Category

	Personnel	Operating Supplies	Contractual Services	Other Services & Charges	Capital Outlay	Reserves	Transfer Out	Total
Category Totals	$0	$239,480	$19,500	$13,750	$24,000	$64,180	$35,990	$396,900
	$0	$239,480	$19,500	$13,750	$24,000	$64,180	$35,990	$396,900

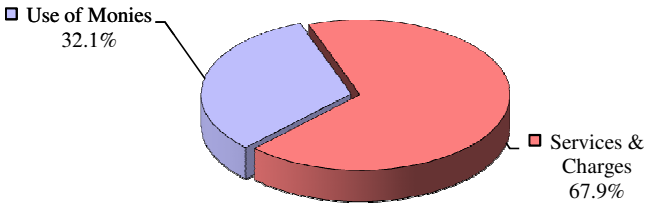
Airport Authority Fund Expenditures by Category



Airport Authority Fund Summary	
Revenues	$321,450
Expenditures	(396,900)
Revenues over (under) Expenditures	(75,450)
Other Funding Sources/Uses	75,450
Use of Fund Balance	$0

Airport Authority Fund Revenues By Source	
Services & Charges	$218,400
Use of Monies	103,050
Transfers In - GF	0
Total Resources Available	$321,450

Airport Authority Fund Revenues by Source



Airport Revenues:
Most of this department's funding comes from fuel sales, rental of properties and hangars. $75,450 of its funding is from fund balance, however, it is not anticipated that any fund balance will be used this year.

Airport Expenditures:
This year's transfers out will provide matching funds of $12,500 towards Airport Improvement Grants and $23,490 back to the General Fund for repayment of the Airport T-hangar construction.

Fiscal Year 2009-10 Budget

Airport Fund Revenues/Expenditures

Item Description	2007-08 Actual	2008-09 Budget	2008-09 Revised	2009-10 Tentative	Percent Change
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	137,680	217,800	212,000	218,400	3.02%
Uses of Monies & Properties					
Tie Down Rent	5,816	9,300	24,000	25,000	4.17%
Airpark Rents	0	0	0	0	0.00%
FBO Building Rental	12,180	14,400	14,400	14,400	0.00%
Land Lease Fees	36,457	33,000	33,000	33,000	0.00%
City Hangar Lease Fees	33,923	23,300	30,050	30,650	2.00%
Miscellaneous Revenues					
Other Income	870	0	0	0	0.00%
Total Revenue Sources	226,927	297,800	313,450	321,450	2.55%
Other Financing Sources:					
Transfers In	0	0	0	0	0.00%
Carryover	0	39,575	32,980	75,450	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	39,575	32,980	75,450	128.78%
Total Available Resources	226,927	337,375	346,430	396,900	14.57%
Expenditures:					
Personnel	0	0	0	0	0.00%
Operating Supplies	163,989	257,500	207,440	239,480	15.45%
Contractual Services	17,160	14,500	18,000	19,500	8.33%
Other Services and Charges	17,980	17,360	13,200	13,750	4.17%
Capital Outlay	30,353	0	0	24,000	0.00%
Reserves	0	8,025	75,450	64,180	-14.94%
Debt Service	0	0	0	0	0.00%
Total Expenditures	229,482	297,385	314,090	360,910	14.91%
Other Uses:					
Transfers Out	28,904	39,990	32,340	35,990	11.29%
Residual Equity Interfund Transfer	0	0	0	0	0.00%
Total Other Uses	28,904	39,990	32,340	35,990	11.29%
Total Expenditures and Other Uses	258,386	337,375	346,430	396,900	14.57%
Net Income / (Loss)	($31,460)	$0	$0	$0	

Airport

Organizational Chart:
None

General Information:
The operation of the Cottonwood Airport is provided by a contract fixed base operator (FBO) and the city. The FBO position is currently vacant. 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, and grant management. During the FBO vacancy, Public Works staff is providing safety checks of the airport lighting equipment and quality checks on the fuel system.

FY 2008-09 Accomplishments:

* Created the first ever Operating Rules Manual for the airport
* Constructed airfield lighting, signing and navaid (PAPI) upgrade project
* Completion of the perimeter security road
* First-year operation of self fueling equipment for aviation fuel

FY 2009-10 Goals:

* Contingent on grant funding, place a seal coat on the apron paving.
* Pursue an instrument approach to Runway 32

Budget Highlights:
The operating budget includes aproximately $20,000 in building maintenance & repair for Key Card access for the Terminal building. The capital budget for FY 2010 includes $24,000 for the Terminal remodel and insulation for Hangar B.

Airports	Airport	Fund 05 - Airport	Cost Center	10-00

Summary By Category

Expenditure Category	2007-08 Actual	2008-09 Budget	2008-09 Revised	2009-10 Tentative	Percent Change
Personnel	$0	$0	$0	$0	0.00%
Operating Supplies	163,989	257,500	207,440	239,480	15.45%
Contractual Services	17,160	14,500	18,000	19,500	8.33%
Other Services and Charges	17,980	17,360	13,200	13,750	4.17%
Capital Outlay	30,353	0	0	24,000	0.00%
Reserves	0	8,025	75,450	64,180	-14.94%
Transfers Out	28,904	39,990	32,340	35,990	11.29%
Debt Service	0	0	0	0	0.00%
Department Totals	$258,386	$337,375	$346,430	$396,900	14.57%

Staffing Levels

Item Description	2007-08	2008-09	2009-10
Full Time Equivalents:	0.00	0.00	0.00

Departmental Fund Sources

Funding Sources	Amount	% of Funding
Fuel Sales	$218,400	55.03%
User & Rental Fees	103,050	25.96%
Fund Balance	75,450	19.01%
Transfers In - General Fund	0	0.00%
	Total Funding	100.00%

Performance Indicators

Department Indicators	Actual 2005-06	Actual 2007-08	Estimated 2008-09	Budget 2009-10
N/A				

Airports	Airport	Fund 05 - Airport	Cost Center	10-00

Supplemental Data: Personnel

Authorized Positions	Number of FTE's			Salary Range		2009-10
Job Classifications	2007-08	2008-09	2009-10	Minimum	Maximum	Budget
N/A						
Temporary / Reserves						
Overtime						
Retirement						
Insurance & Taxes						
Employee Related Expenses						
Totals	0.00	0.00	0.00			$0

Supplemental Data: Capital Outlay

Expenditure	2007-08	2008-09		2009-10	Percent
Category	Actual	Budget	Revised	Tentative	Change
Fuel Card System	$30,353				
Remodel Terminal				$10,000	
Insulation Hangar B				14,000	
	$30,353	$0	$0	$24,000	0.00%

Airports	Airport	Fund 05 - Airport		Cost Center	10-00
Supplemental Data: Expenditures					
Item	2007-08	2008-09		2009-10	Percent
Description	Actual	Budget	Revised	Tentative	Change
Supplies					
Equipment Maint & Repairs	7,940	12,000	8,000	9,000	12.50%
Building Maint & Repairs	3,191	14,500	3,000	25,000	733.33%
Liability Insurance	7,741	8,000	5,200	5,200	0.00%
Airport-Indirect Costs to General Fund	28,891	25,000	41,240	46,280	12.22%
Fuel Expenses	116,226	198,000	150,000	154,000	2.67%
Total Supplies	163,989	257,500	207,440	239,480	15.45%
Contractual Services					
Misc. Expenses	8,282	4,500	13,000	13,500	3.85%
Tank Removal	0	0	0	0	0.00%
General Counsel	8,878	10,000	5,000	5,000	0.00%
Contractual Services	0	0	0	1,000	0.00%
Total Contractual Services	17,160	14,500	18,000	19,500	8.33%
Other Services and Charges					
Utilities	12,151	16,000	12,000	12,500	4.17%
Telephone	989	1,360	1,200	1,250	4.17%
Airport improvements	4,840	0	0	0	0.00%
Total Other Services & Charges	17,980	17,360	13,200	13,750	4.17%

Fiscal Year 2009-10 Budget

Grants Fund Revenues/Expenditures

Item Description	2007-08 Actual	2008-09 Budget	2008-09 Revised	2009-10 Tentative	Percent Change
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.

Fiscal Year 2009-10 Budget

Other Grants Fund Revenues/Expenditures

Item Description	2007-08 Actual	2008-09 Budget	2008-09 Revised	2009-10 Tentative	Percent Change
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	

Other Grants Fund

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 2008-09 Accomplishments:
None in the 2009-10 budget year

FY 2009-10Goals:

* Obtain grants for multiple projects

Budget Highlights:
This department has $500,000 allocated for any possible grant that may arise.

Grants	Other Grants Fund	Fund 07 - Grants	Cost Center	15-00

Summary By Category

Expenditure Category	2007-08 Actual	2008-09 Budget	2008-09 Revised	2009-10 Tentative	Percent Change
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%
Department Totals	$0	$500,000	$0	$500,000	0.00%

Staffing Levels

Item Description	2007-08	2008-09	2009-10
Full Time Equivalents:	0.00	0.00	0.00

Departmental Fund Sources

Funding Sources	Amount	% of Funding
Federal Grants	$500,000	100%
	Total Funding	100.00%

Performance Indicators

Department Indicators	Actual 2005-06	Actual 2007-08	Estimated 2008-09	Budget 2009-10
N/A				

Grants	Other Grants Fund	Fund 07 - Grants	Cost Center	15-00

Supplemental Data: Personnel

Authorized Positions	Number of FTE's			Salary Range		2009-10
Job Classifications	2007-08	2008-09	2009-10	Minimum	Maximum	Budget
N/A						
Temporary / Reserves						
Overtime						
Retirement						
Insurance & Taxes						
Employee Related Expenses						
Totals	0.00	0.00	0.00			$0

Supplemental Data: Capital Outlay

Expenditure	2007-08	2008-09		2009-10	Percent
Category	Actual	Budget	Revised	Tentative	Change
Grant Projects		$500,000		$500,000	
	$0	$500,000	$0	$500,000	0.00%

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Fiscal Year 2009-10 Budget

Community Development Block Grants Revenues/Expenditures

Item Description	2007-08 Actual	2008-09 Budget	2008-09 Revised	2009-10 Tentative	Percent Change
Revenue Sources:					
Intergovernmental Revenues					
CDBG-12th Street Grant	0	0	0	0	0.00%
CDBG - Action Zone Grant	0	0	0	0	0.00%
AZ Dept of Housing	0	0	0	0	0.00%
Cottonwood Oak Creek	0	0	0	0	0.00%
Rural Development Grant	0	0	0	0	0.00%
Home Grant	0	0	0	0	0.00%
CDBG - 1999 Grant	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%

Community Development Block Grants

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 for successful completion of a variety of neighborhood improvement projects.

FY 2008-09 Accomplishments:
N/A

FY 2009-10 Goals:
N/A

Budget Highlights:
No activity in this department

Public Works	CDBG	Fund 08 - CDBG	Cost Center	1X-00

Summary By Category

Expenditure Category	2007-08 Actual	2008-09 Budget	2008-09 Revised	2009-10 Tentative	Percent Change
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	109,560	0	0	0	0.00%
Reserves	0	0	0	0	0.00%
Debt Service	0	0	0	0	0.00%
Department Totals	$109,560	$0	$0	$0	0.00%

Staffing Levels

Item Description	2007-08	2008-09	2009-10
Full Time Equivalents:	0.00	0.00	0.00

Departmental Fund Sources

Funding Sources	Amount	% of Funding
Community Development Block Grants	$0	0.00%
	Total Funding	0.00%

Performance Indicators

Department Indicators	Actual 2005-06	Actual 2007-08	Estimated 2008-09	Budget 2009-10
N/A				

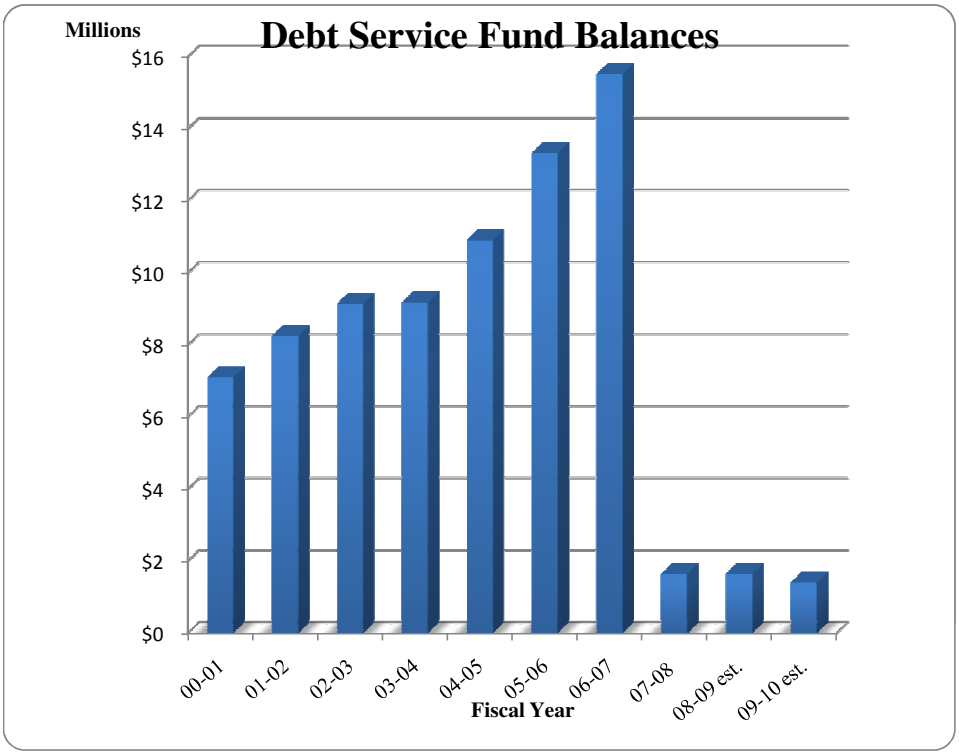
Public Works	CDBG			Fund 08 - CDBG	Cost Center	1X-00
Supplemental Data: Personnel						
Authorized Positions	Number of FTE's			Salary Range		2009-10
Job Classifications	2007-08	2008-09	2009-10	Minimum	Maximum	Budget
N/A						
Temporary / Reserves						
Overtime						
Retirement						
Insurance & Taxes						
Employee Related Expenses						
Totals	0.00	0.00	0.00			$0

Supplemental Data: Capital Outlay					
Item	2007-08	2008-09		2009-10	Percent
Description	Actual	Budget	Revised	Tentative	Change
Senior Citizen's Center					
Transitional Housing					
Old Town Mission					
Housing Rehabilitation	$109,499				
Housing Rehabilitation-HOME Grant					
CDBG-Admin-2003					
NACOG Tech Asst.	61				
Rural Development Grant					
12th Street Reconstruction					
	$109,560	$0	$0	$0	0.00%

DEBT SERVICE FUNDS

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	Description
13	Debt Service



Fiscal Year	Balance
00-01	7,091,639
01-02	8,248,109
02-03	9,132,888
03-04	9,179,655
04-05	10,905,003
05-06	13,322,700
06-07	15,510,865
07-08	1,637,437
08-09 est.	1,648,800
09-10 est.	1,406,705

Sewer debt service reserves reflect a sharp decrease due to the transfer of these funds in FY2008 to the Wastewater Department for capital projects.

The Library reserves were moved to the Capital Improvements Fund in 2005-06 in anticipation of the expansion of the Public Library Facility. No additional revenues are anticipated to be placed in this fund, thus eliminating it completely.

Both of these reserves were hit with a loss in November 2002, when an investment in the Arizona Local Government Investment Pool's (LGIP) portfolio went bankrupt. The losses were $87,830 and $41,570 for the Sewer and Library reserves, respectively.

Fiscal Year 2009-10 Budget

Consolidated Statement of Revenues/Expenditures

Item	2007-08	2008-09		2009-10
Description	Actual	Budget	Revised	Tentative
Revenue Sources:				
Taxes	154,030	154,030	1,696,680	1,697,475
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	510,580	469,150	33,450	34,530
Miscellaneous Revenues	0	0	0	0
Total Revenue Sources	664,610	623,180	1,730,130	1,732,005
Other Financing Sources:				
Transfers In	0	0	0	0
Carryover	0	15,523,275	1,637,440	1,392,180
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	15,523,275	1,637,440	1,392,180
Total Available Resources	664,610	16,146,455	3,367,570	3,124,185
Expenditures:				
Personnel	0	0	0	0
Operating Supplies	0	0	0	0
Contractual Services	11,132	0	22,090	20,000
Other Services and Charges	0	0	0	0
Capital Outlay	0	0	0	0
Reserves	0	12,170,980	1,648,800	1,406,705
Debt Service	152,995	157,000	1,696,680	1,697,480
Total Expenditures	164,127	12,327,980	3,367,570	3,124,185
Other Uses:				
Transfers Out	0	3,818,475	0	0
Residual Equity Interfund Transfer	0	0	0	0
Total Other Uses	0	3,818,475	0	0
Total Expenditures and Other Uses	164,127	16,146,455	3,367,570	3,124,185

Fiscal Year 2009-10 Budget

Debt Service Fund Revenues/Expenditures

Item Description	2007-08 Actual	2008-09 Budget	2008-09 Revised	2009-10 Tentative	Percent Change
Revenue Sources:					
Taxes					
1% City Sales Tax - Sewer	0	0	1,539,680	1,542,075	0.16%
City Sales Tax - Library	154,030	154,030	157,000	155,400	-1.02%
Charges for Services					
User Fees - Water Co. Debt Service	0	0	0	0	0.00%
Uses of Monies & Properties					
Interest Income	510,580	469,150	33,450	34,530	3.23%
Total Revenue Sources	664,610	623,180	1,730,130	1,732,005	0.11%
Other Financing Sources:					
Transfers In	0	0	0	0	0.00%
Carryover Funds	0	15,523,275	1,637,440	1,392,180	-14.98%
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	15,523,275	1,637,440	1,392,180	-14.98%
Total Available Resources	664,610	16,146,455	3,367,570	3,124,185	-7.23%
Expenditures:					
Personnel	0	0	0	0	0.00%
Operating Supplies	0	0	0	0	0.00%
Contractual Services	11,132	0	22,090	20,000	-9.46%
Other Services and Charges	0	0	0	0	0.00%
Capital Outlay	0	0	0	0	0.00%
Reserves	0	12,170,980	1,648,800	1,406,705	-14.68%
Debt Service	152,995	157,000	1,696,680	1,697,480	0.05%
Total Expenditures	164,127	12,327,980	3,367,570	3,124,185	-7.23%
Other Uses:					
Transfers Out	0	3,818,475	0	0	0.00%
Residual Equity Interfund Transfer	0	0	0	0	0.00%
Total Other Uses	0	3,818,475	0	0	0.00%
Total Expenditures and Other Uses	$164,127	$16,146,455	$3,367,570	$3,124,185	-7.23%
Net Income / (Loss)	$500,484	$0	$0	$0	

Debt Service Fund

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 wastewater collection project of 1987 and the public library project of 1992. 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 2008-09 Accomplishments:

* Consistently maintained timely payments of Special Debt Service accounts by setting up monthly deposits

FY 2007-08 Goals:

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

Budget Highlights:
Expenditures for Debt Service increased in FY2009 primarily due to transfer of the GADA loan for the Recreation Center being transferred into the Debt Service Fund.

Interest & Sinking	Debt Service Fund	Fund 13 - Debt Service		Cost Center	10-0X
Summary By Category					
Expenditure Category	2007-08 Actual	2008-09 Budget	2008-09 Revised	2009-10 Tentative	Percent Change
Personnel	$0	$0	$0	$0	0.00%
Operating Supplies	0	0	0	0	0.00%
Contractual Services	11,132	0	22,090	20,000	-9.46%
Other Services and Charges	0	0	0	0	0.00%
Capital Outlay	0	0	0	0	0.00%
Reserves	0	12,170,980	1,648,800	1,406,705	-14.68%
Transfers Out	0	3,818,475	0	0	0.00%
Debt Service	152,995	157,000	1,696,680	1,697,480	0.05%
Department Totals	$164,127	$16,146,455	$3,367,570	$3,124,185	-7.23%

Staffing Levels			
Item Description	2007-08	2008-09	2009-10
Full Time Equivalents:	0.00	0.00	0.00

Departmental Fund Sources		
Funding Sources	Amount	% of Funding
Other Income	$34,530	1.11%
Taxes	1,697,475	54.33%
Bond Proceeds	0	0.00%
Transfers In - General Fund	0	0.00%
Fund Balance	1,392,180	44.56%
	Total Funding	100.00%

Note: Excess Funding is restricted to remain in the Debt Service Fund for future debt service acquisition.

Performance Indicators				
	Actual		Estimated	Budget
Department Indicators	2005-06	2007-08	2008-09	2009-10
N/A				

Interest & Sinking	Debt Service Fund	Fund 13 - Debt Service		Cost Center	10-0X
Supplemental Data: Expenditures					
Item	2007-08	2008-09		2009-10	Percent
Description	Actual	Budget	Revised	Tentative	Change
Contractual Services					
Trustee Fees - Sewer	1,795	0	22,090	20,000	-9.46%
Trustee Fees - Library	0	0	0	0	0.00%
Trustee Fees - WIFA	0	0	0	0	0.00%
Trustee Fees - Water	0	0	0	0	
Rodeo Dr. St. Reimbursement	9,337	0	0	0	0.00%
Total Contractual Services	$11,132	$0	$22,090	$20,000	-9.46%
Debt Service					
Principal - FmHA Loan - Sewer	0	0	0	0	0.00%
Interest - FmHA Loan - Sewer	0	0	0	0	0.00%
Principal - 1992 Series - Sewer	0	0	0	0	0.00%
Interest - 1992 Series - Sewer	0	0	0	0	0.00%
Principal - 1993 MPC - Sewer	0	0	0	0	0.00%
Interest - 1993 MPC - Sewer	0	0	0	0	0.00%
Principal - WIFA Loan	0	0	0	0	0.00%
Interest - WIFA Loan	0	0	0	0	0.00%
Principal - Water Cos. Acquisition	0	0	0	0	0.00%
Interest - Water Cos. Acquisition	0	0	0	0	0.00%
Principal - Library Bonds	56,562	60,000	60,000	65,000	8.33%
Interest - Library Bonds	24,245	21,000	21,000	17,400	-17.14%
Principal - FmHA Loan - Library	55,000	60,000	60,000	60,000	0.00%
Interest - FmHA Loan - Library	17,188	16,000	16,000	13,000	-18.75%
Principal - GADA Loan	0	0	690,000	720,000	4.35%
Interest - GADA Loan	0	0	849,680	822,080	-3.25%
Principal - GADA - Public Safety Bldg	0	0	0	0	0.00%
Interest - GADA - Public Safety Bldg	0	0	0	0	0.00%
Total Other Services & Charges	$152,995	$157,000	$1,696,680	$1,697,480	0.05%
Reserves					
FmHA Reserve	0	0	0	0	0.00%
WIFA Reserve	0	0	0	0	0.00%
Sewer Reserves	0	12,170,980	1,648,800	1,406,705	-14.68%
Water Reserves	0	0	0	0	0.00%
Capital Reserves	0	0	0	0	0.00%
Library Reserves	0	0	0	0	0.00%
Total Reserves	$0	$12,170,980	$1,648,800	$1,406,705	-14.68%

Supplemental Data: Transfers Out					
Item	2007-08	2008-09		2009-10	Percent
Description	Actual	Budget	Revised	Tentative	Change
Transfers Out - Sewer	$0	$3,818,475	$0	$0	0.00%
Transfers Out - Library	0	0	0	0	0.00%
	$0	$3,818,475	$0	$0	0.00%

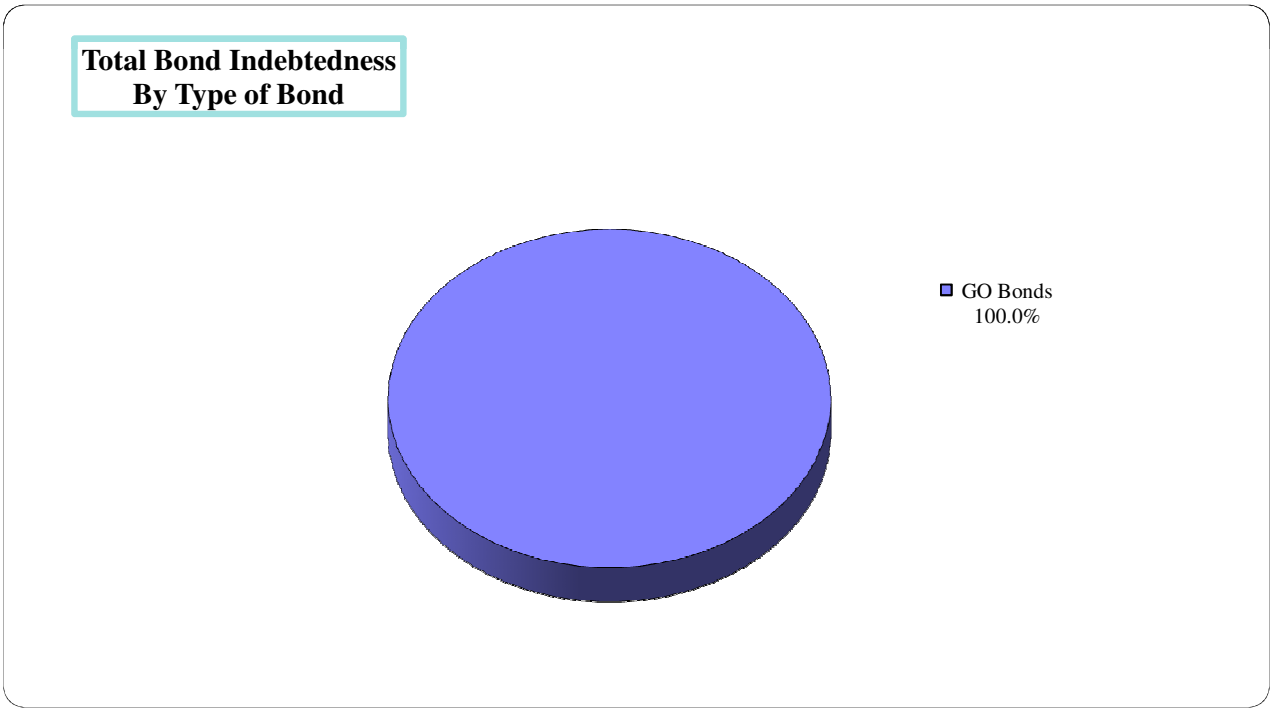
BONDED INDEBTEDNESS
Summary

The City presently has three different types of securities outstanding; Sewer Revenue bonds, General Obligation bonds and Municipal Facilities Corporation revenue bonds ("MPC" Bonds) secured by certain excise taxes. In addition, the City has entered into loan agreements with two state agencies, the Water Infrastructure Loan Authority ("WIFA") and the Greater Arizona Development Authority ("GADA"). These loan arrangements commit the City to make periodic principal and interest payments over a prescribed period of time, similar to bonds, and therefore they are included in this summary.

The majority of bonds issued by the City have been used to construct and to make improvements to the Wastewater Collection and Treatment system. In addition, the City has financed a new city library, which was financed with general obligation bonds in 1993. For financing a portion of the wastewater system and the library, the City has taken full advantage of low cost federal loans from the Farmers Home Administration, which has served to considerably lower the annual debt service costs associated with these projects. For example, in 1994, the City was able to successfully refinance $900,000 or 50% of the total cost of the city library through Farmers Home at a below-market, long-term interest rate of 5.0%. In addition, the City entered into a low interest rate loan agreement with WIFA in 1999 in order to raise funds for additional expansion and improvements of the Sewer System. In FY 1999-2000 and again in 2000-01, the City borrowed $895,000 and $2,500,000 from GADA to finance the cost of constructing a wash flood control project and the Public Safety Building, respectively. Both state agency loans are secured by city sales tax.

Total Outstanding Debt by Type of Bonds
June 30, 2008

GO Bonds	Library General Obligation Bonds	550,000
	Total Indebtedness	$550,000



LIBRARY GENERAL OBLIGATION BONDS

On January 7, 1992, the qualified electors of the city authorized the sale of $1,800,000 aggregate principal amount of general obligation bonds. The general obligation bonds were authorized to provide funds to design, construct, equip and furnish a municipal library facility complete with interior furnishings, books and periodicals, acquire land for the municipal library facility, improve the grounds of the municipal library facility so constructed (the "Project"), and pay all expenses incidental thereto and to the issuance and sale of the general obligation bonds.

The voters authorized the enactment of a special two-tenths of a percent special city sales tax to fund the project. The tax will end on July 1, 2013, with the payment of the last outstanding bonds. The city has two outstanding bond issues with the Library Project of 1992.

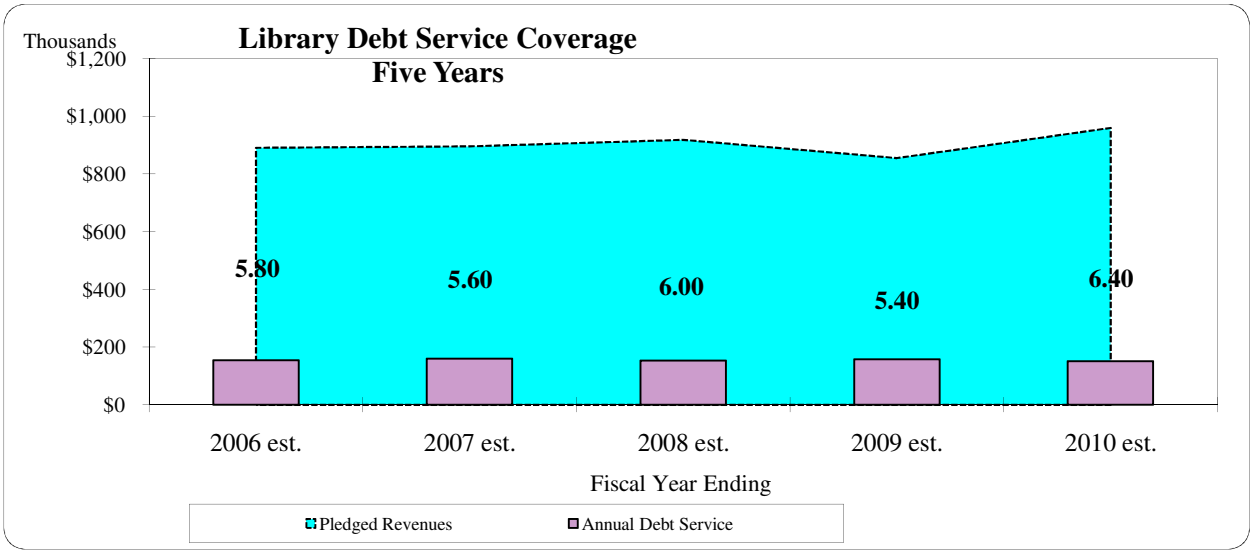
-Farmers Home Administration (FmHA) - $900,000: The bonds were issued on July 1, 1994, at an interest rate of 5%.

-General Obligation Library Bonds $900,000: The bonds were used on July 1, 1993, at an average interest rate of 5.67%.

In November, 1998, the voters authorized the two-tenths percent special city sales tax to have a dual purpose, library debt service payment and capital improvement reserves. The arrangement is to cover the annual debt service with any surplus to return to the General Fund and be restricted for Capital Improvements.

Despite this change of usage, the city still tracks and compares the coverage ratio. The City's estimated coverage ratio (annual revenues as compared to annual bond payments) is estimated at 6.4x coverage for fiscal year 2009-10. The coverage ratio has steadly increased since 2006-07, demonstrating excellent coverage, or the city's ability to meet its debt obligation. Example: 2.5x coverage would be $2,500,000 in annual revenues to meet $1,000,000 in annual debt payments.

Coverage Ratio (5 yrs)			
Fiscal Year Ending 06/30	Pledged Revenues	Annual Debt Service	Debt Service Coverage Ratio
2006 est.	890,773	154,285	5.80
2007 est.	895,805	158,935	5.60
2008 est.	918,402	152,995	6.00
2009 est.	855,185	157,000	5.40
2010 est.	959,738	150,400	6.40



Fiscal Year 2009-10 Budget
General Obligation Bonds, Series A 1993 - Library Project
Project of 1992 - ("Baa" Moody's)

Maturity	Principal			Rate	Interest	Debt Service
	Payments	Retired	Balance			
January 1, 2009					10,500	
July 1, 2009	60,000	610,000	290,000	6.00%	10,500	$81,000
January 1, 2010					8,700	
July 1, 2010	65,000	675,000	225,000	6.00%	8,700	$82,400
January 1, 2011					6,750	
July 1, 2011	70,000	745,000	155,000	6.00%	6,750	$83,500
January 1, 2012					4,650	
July 1, 2012	75,000	820,000	80,000	6.00%	4,650	$84,300
January 1, 2013					2,400	
July 1, 2013	80,000	900,000	0	6.00%	2,400	$84,800
Totals	$350,000				$66,000	$416,000

Fiscal Year 2009-10 Budget
General Obligation Refunding Bonds, Series 1994
FmHA - Library Project - ("Baa" Moody's)

Maturity	Principal			Rate	Interest	Debt
	Payments	Retired	Balance			Service
January 1, 2009					8,000	
July 1, 2009	60,000	640,000	260,000	5.00%	8,000	$76,000
January 1, 2010					6,500	
July 1, 2010	60,000	700,000	200,000	5.00%	6,500	$73,000
January 1, 2011					5,000	
July 1, 2011	65,000	765,000	135,000	5.00%	5,000	$75,000
January 1, 2012					3,375	
July 1, 2012	65,000	830,000	70,000	5.00%	3,375	$71,750
January 1, 2013					1,750	
July 1, 2013	70,000	900,000	0	5.00%	1,750	$73,500
Totals	$320,000				$49,250	$369,250

Fiscal Year 2009-10 Budget
Greater Arizona Development Authority - Recreation Center Projects
Infrastructure Revenue Bonds - Series 2007A ("AAA" S&P / "Aaa" Moody's)

Maturity	Principal			Rate	Interest	Debt
	Payments	Retired	Balance			Service
August 1, 2009	690,000	1,180,000	18,755,000	4.000%	424,838	$1,539,675
February 1, 2010					411,038	
August 1, 2010	720,000	1,900,000	18,035,000	4.000%	411,038	$1,542,075
February 1, 2011					396,638	
August 1, 2011	750,000	2,650,000	17,285,000	4.000%	396,638	$1,543,275
February 1, 2012					381,638	
August 1, 2012	775,000	3,425,000	16,510,000	4.000%	381,638	$1,538,275
February 1, 2013					366,138	
August 1, 2013	810,000	4,235,000	15,700,000	4.000%	366,138	$1,542,275
February 1, 2014					349,938	
August 1, 2014	840,000	5,075,000	14,860,000	4.000%	349,938	$1,539,875
February 1, 2015					333,138	
August 1, 2015	875,000	5,950,000	13,985,000	4.000%	333,138	$1,541,275
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
	$19,445,000				$4,235,613	$29,281,806

Computation of Direct and Overlapping Bonded Debt
June 30, 2008

Jurisdiction	General Obligation Bonded Debt	Percentage Applicable to City	Amount Applicable to City
City of Cottonwood	$670,000	100.00%	$670,000
Yavapai County	0	0.00%	0
Yavapai Community College District	59,235,000	4.59%	2,718,887
Cottonwood/Oak Creek School District	1,700,000	43.52%	739,840
Mingus Union High School District	15,000,000	35.24%	5,286,000
	Total Direct and Overlapping Debt		$9,414,727

Jurisdiction	Total Assessed Valuation
Yavapai County	$2,629,417,595
Yavapai Community College District	3,748,583,832
Cottonwood/Oak Creek School District	376,378,557
Mingus Union High School District	457,387,983

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, 2006 were secured by sales taxes instead of property taxes.

Computation of Legal Debt Margin
June 30, 2008

Net secondary assessed valuation (Full Cash Value)	$120,953,271

Calculation of 20% Debt Limitation

20% of secondary net assessed valuation	24,190,654
Bonds outstanding	0
Net 20% Debt Limitation	24,190,654

Calculation of 6% Debt Limitation

6% of secondary net assessed valuation	7,257,196
Bonds outstanding	0
Net 20% Debt Limitation	7,257,196
Total Bonding Capacity	$31,447,850

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 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, 2007 were secured by sales taxes instead of property taxes.

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CAPITAL PROJECTS FUNDS

Capital Projects Funds are established to account for financial resources used for the acquisition or construction of major capital facilities.

Fund/Account Number	Description
07-14-XX	Airport Improvement Projects
11-10-01	Railroad Wash Improvements
07-10-00	Heritage Grant - Riverfront Park Project
11-10-02	Library Expansion Project
11-10-03	Capital Projects Fund
11-14-00	Recreation Center Projects
11-15-00	Evidence Storage Building
11-16-00	Land Acquistion

Fiscal Year 2009-10 Budget

Consolidated Statement of Revenues/Expenditures

Item Description	2007-08 Actual	2008-09 Budget	2008-09 Revised	2009-10 Tentative
Beginning Fund Balance	$0	$0	$69,402	$0
Less: Designated Reserves	0	0	69,402	0
Cash Reserves	0	0	0	0
Appropriated Fund Balance	0	0	0	0
Revenue Sources:				
Taxes	0	0	0	0
Licenses & Permits	0	0	0	0
Intergovernmental Revenues	271,352	643,500	275,765	487,500
Charges for Services	0	0	0	0
Fines & Forfeitures	0	0	0	0
Uses of Monies & Properties	0	0	0	0
Miscellaneous Revenues	83,880	602,780	1,440,545	850,000
Total Revenue Sources	355,231	1,246,280	1,716,310	1,337,500
Other Financing Sources:				
Transfers In	5,415	16,500	13,987,570	441,760
Carryover	0	16,908,225	18,280,760	28,305,480
Residual Equity Interfund Transfer	0	0	0	0
Proceeds from Lease Purchase	0	0	0	0
Proceeds from Bonds	19,857,157	0	0	0
Total Other Financing Sources	19,862,571	16,924,725	32,268,330	28,747,240
Total Available Resources	20,217,803	18,171,005	33,984,640	30,084,740
Expenditures:				
Personnel	0	0	0	0
Operating Supplies	0	0	0	0
Contractual Services	0	0	0	0
Other Services and Charges	11,797	0	3,400	3,400
Capital Outlay	4,105,714	18,171,005	5,675,760	12,359,080
Reserves	0	0	28,305,480	9,641,260
Debt Service	0	0	0	0
Total Expenditures	4,117,512	18,171,005	33,984,640	22,003,740
Other Uses:				
Transfers Out	0	0	0	8,081,000
Residual Equity Interfund Transfer	0	0	0	0
Total Other Uses	0	0	0	8,081,000
Total Expenditures and Other Uses	4,117,512	18,171,005	33,984,640	30,084,740
Net Income / (Loss)	$16,100,291	$0	$0	$0

Fiscal Year 2009-10 Budget

Capital Projects - Airport Improvement Fund Revenues/Expenditures

Item Description	2007-08 Actual	2008-09 Budget	2008-09 Revised	2009-10 Tentative	Percent Change
Revenue Sources:					
Intergovernmental Revenues					
ADOT - Land Acquisition	9,225	0	0	0	0.00%
ADOT - Perimeter Road	1,514	0	1,880	0	-100.00%
ADOT - Design Lighting & Runway Imp.	0	0	0	0	0.00%
ADOT -Construction Electrical	30,706	16,500	6,500	0	-100.00%
ADOT - Pavement Preservation	0	0	0	12,500	0.00%
FAA - Design Lighting & Runway Imp.	0	0	13,615	0	-100.00%
FAA - Construction Electrical	0	627,000	250,250	0	-100.00%
FAA - Pavement Preservation	0	0	0	475,000	0.00%
FAA - AIP Land Acquisition	174,887	0	0	0	0.00%
Total Revenue Sources	216,332	643,500	272,245	487,500	79.07%
Other Financing Sources:					
Transfers In	5,415	16,500	77,940	12,500	-78.83%
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	5,415	16,500	77,940	12,500	-83.96%
Total Available Resources	221,747	660,000	350,185	500,000	42.78%
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	220,093	660,000	350,220	500,000	42.77%
Reserves	0	0	0	0	0.00%
Debt Service	0	0	0	0	0.00%
Total Expenditures	220,093	660,000	350,220	500,000	42.77%
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	220,093	660,000	350,220	500,000	42.77%
Net Income / (Loss)	$1,653	$0	($35)	$0	

Airport Improvement Fund

Organizational Chart:
None

General Information:
This fund is 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 2008-09 Accomplishments:

* Completion of the Airfield Electrical Upgrade project. Grants funded 97.5% of the $300,000 project that replaced the runway circuit, added new guidance signs, taxiway deliniators and visual aids (PAPIs and REILs)
* Completion of the Perimeter Road project. Grants funded 97.5% of this $75,000 project to build a gravel security road along the western fence line of the airport

FY 2009-10 Goals:

* Execute a pavement preservation project over the entire apron, aircraft parking area, using grant funds. The project is estimated to value $538,000. A slurry seal will preserve the existing pavement and provide a clean, "debris-free" surface

Budget Highlights:
Capital Outlay is budgeted at $500,000 for Pavement preservation.

Airports	Airport Improvement Fund	Fund 07 - Grants	Cost Center	14-0X

Summary By Category

Expenditure Category	2007-08 Actual	2008-09 Budget	2008-09 Revised	2009-10 Tentative	Percent Change
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	220,093	660,000	350,220	500,000	42.77%
Reserves	0	0	0	0	0.00%
Debt Service	0	0	0	0	0.00%
Department Totals	$220,093	$660,000	$350,220	$500,000	42.77%

Staffing Levels

Item Description	2007-08	2008-09	2009-10
Full Time Equivalents:	0.00	0.00	0.00

Departmental Fund Sources

Funding Sources	Amount	% of Funding
FAA Grant	$475,000	95.00%
ADOT Grant	12,500	2.50%
Airport Transfer In	12,500	2.50%
	Total Funding	100.00%

Performance Indicators

Department Indicators	Actual 2005-06	Actual 2007-08	Estimated 2008-09	Budget 2009-10
N/A				

Airports	Airport Improvement Fund	Fund 07 - Grants	Cost Center	14-0X

Supplemental Data: Personnel

Authorized Positions	Number of FTE's			Salary Range		2009-10
Job Classifications	2007-08	2008-09	2009-10	Minimum	Maximum	Budget
N/A						
Temporary / Reserves						
Overtime						
Retirement						
Insurance & Taxes						
Employee Related Expenses						
Totals	0.00	0.00	0.00			$0

Supplemental Data: Capital Outlay

Expenditure	2007-08	2008-09		2009-10	Percent
Category	Actual	Budget	Revised	Tentative	Change
Land Acquisition	$180,759	$300,000			
Perimeter Road			$75,200		
Design Lighting & Runway Improvements	34,412		11,600		
Construction Electrical	3,223	360,000	263,420		
Professional Services	1,700				
Pavement Preservation				$500,000	
	$220,093	$660,000	$350,220	$500,000	42.77%

Fiscal Year 2009-10 Budget

Capital Projects - Railroad Wash Improvements Fund Revenues/Expenditures

Item Description	2007-08 Actual	2008-09 Budget	2008-09 Revised	2009-10 Tentative	Percent Change
Revenue Sources:					
Intergovernmental Revenues					
Yavapai County	0	0	3,520	0	-100.00%
A.D.O.T.	0	0	0	0	0.00%
Total Intergov'tl Revenue	0	0	3,520	0	-100.00%
Miscellaneous Revenues					
Other Income	222	0	0	0	0.00%
Total Revenue Sources	222	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	222	0	3,520	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	0	0	3,520	0	-100.00%
Reserves	0	0	0	0	0.00%
Debt Service	0	0	0	0	0.00%
Total Expenditures	0	0	3,520	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	0	0	3,520	0	-100.00%
Net Income / (Loss)	$222	$0	$0	$0	

Railroad Wash Improvements

Organizational Chart:
None

General Information:
This project has been completed.

FY 2008-09 Accomplishments:
Not applicable

FY 2008-09 Goals:
Not applicable

Budget Highlights:
Not applicable

Public Works	Railroad Wash Improvements	Fund 11 - Capital Projects	Cost Center	11-00

Summary By Category

Expenditure Category	2007-08 Actual	2008-09 Budget	2008-09 Revised	2009-10 Tentative	Percent Change
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	3,520	0	-100.00%
Reserves	0	0	0	0	0.00%
Debt Service	0	0	0	0	0.00%
Department Totals	$0	$0	$3,520	$0	-100.00%

Staffing Levels

Item Description	2007-08	2009-10	2009-10
Full Time Equivalents:	0.00	0.00	0.00

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	0.00%

Performance Indicators

Department Indicators	Actual 2005-06	Actual 2007-08	Estimated 2008-09	Budget 2009-10
Not Applicable				

Public Works	Railroad Wash Improvements	Fund 11 - Capital Projects	11-00

Supplemental Data: Personnel

Authorized Positions	Number of FTE's			Salary Range		2009-10
Job Classifications	2007-08	2008-09	2009-10	Minimum	Maximum	Budget
N/A						
Temporary / Reserves						
Overtime						
Retirement						
Insurance & Taxes						
Employee Related Expenses						
Totals	0.00	0.00	0.00			$0

Supplemental Data: Capital Outlay

Expenditure	2007-08	2008-09		2009-10	Percent
Category	Actual	Budget	Revised	Tentative	Change
Railroad Wash Improvements			$3,520		
	$0	$0	$3,520	$0	-100.00%

Capital Projects - Heritage Grant Revenues/Expenditures

Item Description	2007-08 Actual	2008-09 Budget	2008-09 Revised	2009-10 Tentative	Percent Change
Revenue Sources:					
Intergovernmental Revenues					
Heritage Grant Funds	55,020	0	0	0	0.00%
Yavapai County & APS	0	0	0	0	0.00%
Total Intergovernmental	55,020	0	0	0	0.00%
Miscellaneous Income					
Other Income	14,383	0	35	0	-100.00%
Total Revenue Sources	69,402	0	35	0	-100.00%
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	69,402	0	35	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	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)	$69,402	$0	$35	$0	

Heritage Grant

Organizational Chart:
None

General Information:
Application to the State Heritage Fund program for 2002/2003. Riverfront Park Expansion Project to include $1,100,394.00 in project construction/installation. This will include ball field construction for three (3) little league field facilities, one (1) softball field, three asphalt parking lots totaling 143,000 square feet, two (2) regulation soccer fields, concession snack bar/restrooms & upper level observation deck. Project to include all utility infrastructure, sports lighting at the three little league fields, softball field, skate park, roller hockey arena and parking lots, with turf/sod installation, irrigation systems, new well system and electrical service.

FY 2008-09 Accomplishments:
Not applicable

FY 2009-10 Goals:
Not applicable

Budget Highlights:
Not applicable

Culture & Recreation	Heritage Grant	Fund 07 - Grants	Cost Center	10-00

Summary By Category

Expenditure Category	2007-08 Actual	2008-09 Budget	2008-09 Revised	2009-10 Tentative	Percent Change
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	$0	$0	$0	$0	0.00%

Staffing Levels

Item Description	2007-08	2008-09	2009-10
Full Time Equivalents:	0.00	0.00	0.00

Departmental Fund Sources

Funding Sources	Amount	% of Funding
Intergovernmental	$0	0.00%
Other Income	0	0.00%
Carry forward	0	0.00%
Transfers In - General Fund	0	0.00%
	Total Funding	0.00%

Performance Indicators

Department Indicators	Actual 2005-06	Actual 2007-08	Estimated 2008-09	Budget 2009-10
N/A				

Culture & Recreation	Heritage Grant		Fund 07 - Grants		Cost Center	10-00
Supplemental Data: Personnel						
Authorized Positions	Number of FTE's			Salary Range		2009-10
Job Classifications	2007-08	2008-09	2009-10	Minimum	Maximum	Budget
N/A						
Temporary / Reserves						
Overtime						
Retirement						
Insurance & Taxes						
Employee Related Expenses						
Totals	0.00	0.00	0.00			$0

Supplemental Data: Capital Outlay					
Expenditure	2007-08	2008-09		2009-10	Percent
Category	Actual	Budget	Revised	Tentative	Change
N/A					
	$0	$0	$0	$0	0.00%

Fiscal Year 2009-10 Budget

Capital Projects - Library Expansion Revenues/Expenditures

Item Description	2007-08 Actual	2008-09 Budget	2008-09 Revised	2009-10 Tentative	Percent Change
Revenue Sources:					
Intergovernmental Revenues					
Heritage Grant Funds	0	0	0	0	0.00%
Yavapai County & APS	0	0	0	0	0.00%
Total Intergovernmental	0	0	0	0	0.00%
Miscellaneous Income					
Other Income	65,689	2,780	350,440	0	-100.00%
Total Revenue Sources	65,689	2,780	350,440	0	-100.00%
Other Financing Sources:					
Transfers In	0	0	0	0	0.00%
Carryover	0	790,980	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	790,980	0	0	0.00%
Total Available Resources	65,689	793,760	350,440	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	2,164,158	793,760	350,440	0	-100.00%
Reserves	0	0	0	0	0.00%
Debt Service	0	0	0	0	0.00%
Total Expenditures	2,164,158	793,760	350,440	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	2,164,158	793,760	350,440	0	-100.00%
Net Income / (Loss)	($2,098,469)	$0	$0	$0	

CIP - Library Expansion Project

Organizational Chart:
None

General Information:
With the growing population of the Verde Valley, it has become a priority to expand the Public Library to accommodate the walk in traffic of the facility. Monies set aside from a .2% sales tax and its interest was accumulating until November 1999 when a public vote decided to release any future revenues for general capital project that the City deemed necessary. The remaining balance at the time, however, was to be for Library expansion and construction only. The time has come to begin this project, using only these reserves.

FY 2008-09Accomplishments:

* Completed the expansion of the Library

FY 2009-10 Goals:

N/A

Budget Highlights:
N/A

Culture & Recreation	CIP Library Expansion	Fund 11 - Capital Projects	Cost Center	10-02

Summary By Category

Expenditure Category	2007-08 Actual	2008-09 Budget	2008-09 Revised	2009-10 Tentative	Percent Change
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	2,164,158	793,760	350,440	0	-100.00%
Reserves	0	0	0	0	0.00%
Debt Service	0	0	0	0	0.00%
Department Totals	$2,164,158	$793,760	$350,440	$0	-100.00%

Staffing Levels

Item Description	2007-08	2008-09	2009-10
Full Time Equivalents:	0.00	0.00	0.00

Departmental Fund Sources

Funding Sources	Amount	% of Funding
Capital Reserves	$0	0.00%
Interest Income	0	0.00%
	Total Funding	0.00%

Performance Indicators

Department Indicators	Actual 2005-06	Actual 2007-08	Estimated 2008-09	Budget 2009-10
N/A				

Culture & Recreation	CIP Library Expansion	Fund 11 - Capital Projects	Cost Center	10-02

Supplemental Data: Personnel

Authorized Positions	Number of FTE's			Salary Range		2009-10
Job Classifications	2007-08	2008-09	2009-10	Minimum	Maximum	Budget
N/A						
Temporary / Reserves						
Overtime						
Retirement						
Insurance & Taxes						
Employee Related Expenses						
Totals	0.00	0.00	0.00			$0

Supplemental Data: Capital Outlay

Expenditure	2007-08	2008-09		2009-10	Percent
Category	Actual	Budget	Revised	Tentative	Change
Library Expansion Project	$2,164,158	$784,420	$332,600		
Library Contingency		9,340	17,840		
	$2,164,158	$793,760	$350,440	$0	-100.00%

Fiscal Year 2009-10 Budget

Capital Projects - Library Expansion Revenues/Expenditures

Item Description	2007-08 Actual	2008-09 Budget	2008-09 Revised	2009-10 Tentative	Percent Change
Revenue Sources:					
Intergovernmental Revenues					
Heritage Grant Funds	0	0	0	0	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	13,889,630	0	-100.00%
Carryover	0	0	0	13,889,630	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	13,889,630	13,889,630	0.00%
Total Available Resources	0	0	13,889,630	13,889,630	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	13,889,630	5,808,630	-58.18%
Debt Service	0	0	0	0	0.00%
Total Expenditures	0	0	13,889,630	5,808,630	-58.18%
Other Uses:					
Transfers Out	0	0	0	8,081,000	0.00%
Residual Equity Interfund Transfer	0	0	0	0	0.00%
Total Other Uses	0	0	0	8,081,000	0.00%
Total Expenditures and Other Uses	0	0	13,889,630	13,889,630	0.00%
Net Income / (Loss)	$0	$0	$0	$0	

CIP - Capital Improvement Fund

Organizational Chart:
None

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

FY 2008-09Accomplishments:

* NA

FY 2009-10 Goals:

N/A

Budget Highlights:
In FY2010 $8,081,000 has been moved to Sewer Reserves

Culture & Recreation	CIP Library Expansion	Fund 11 - Capital Projects	Cost Center	10-02

Summary By Category

Expenditure Category	2007-08 Actual	2008-09 Budget	2008-09 Revised	2009-10 Tentative	Percent Change
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	13,889,630	5,808,630	-58.18%
Debt Service	0	0	0	0	0.00%
Department Totals	$0	$0	$13,889,630	$5,808,630	-58.18%

Staffing Levels

Item Description	2007-08	2008-09	2009-10
Full Time Equivalents:	0.00	0.00	0.00

Departmental Fund Sources

Funding Sources	Amount	% of Funding
Capital Reserves	$5,808,630	100.00%
Interest Income	0	0.00%
	Total Funding	100.00%

Performance Indicators

Department Indicators	Actual 2005-06	Actual 2007-08	Estimated 2008-09	Budget 2009-10
N/A				

Culture & Recreation	CIP Library Expansion	Fund 11 - Capital Projects	Cost Center	10-02

Supplemental Data: Personnel

Authorized Positions	Number of FTE's			Salary Range		2009-10
Job Classifications	2007-08	2008-09	2009-10	Minimum	Maximum	Budget
N/A						
Temporary / Reserves						
Overtime						
Retirement						
Insurance & Taxes						
Employee Related Expenses						
Totals	0.00	0.00	0.00			$0

Supplemental Data: Capital Outlay

Expenditure	2007-08	2008-09		2009-10	Percent
Category	Actual	Budget	Revised	Tentative	Change
	$0	$0	$0	$0	0.00%

Fiscal Year 2009-10 Budget

Capital Projects - Recreation Projects Revenues/Expenditures

Item Description	2007-08 Actual	2008-09 Budget	2008-09 Revised	2009-10 Tentative	Percent Change
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:					
City Sales Tax	0	0	0	0	0.00%
Intergovernmental Revenues	0	0	0	0	0.00%
Yavapai County & APS	0	0	0	0	0.00%
Total Intergovernmental	0	0	0	0	0.00%
Miscellaneous Income					
Other Income	3,586	600,000	1,090,070	850,000	-22.02%
Total Revenue Sources	3,586	600,000	1,090,070	850,000	-22.02%
Other Financing Sources:					
Transfers In	0	0	20,000	429,260	2046.30%
Carryover	0	16,117,245	18,280,760	14,415,850	-21.14%
Residual Equity Interfund Transfer	0	0	0	0	0.00%
Proceeds from Lease Purchase	0	0	0	0	0.00%
Proceeds from Bonds	19,857,157	0	0	0	0.00%
Total Other Financing Sources	19,857,157	16,117,245	18,300,760	14,845,110	-18.88%
Total Available Resources	19,860,742	16,717,245	19,390,830	15,695,110	-19.06%
			19,390,830	15,650,850	-0.19287364
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	11,797	0	3,400	3,400	0.00%
Capital Outlay	1,721,463	16,717,245	4,971,580	11,859,080	138.54%
Reserves	0	0	14,415,850	3,832,630	-73.41%
Debt Service	0	0	0	0	0.00%
Total Expenditures	1,733,260	16,717,245	19,390,830	15,695,110	-19.06%
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	1,733,260	16,717,245	19,390,830	15,695,110	-19.06%
Net Income / (Loss)	$18,127,483	$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 will provide the community with a state-of-the-art Aquatics/Multigenerational Center in the near future for all to enjoy. The City will bond 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.

FY 2008-09 Accomplishments:

* By January 2009, 100% Construction Design Phase of the Recreation Center process was completed. Start up construction operations commenced February, 2009 with full site preparation for the 52,500 square foot center. Footings, stem walls, utilities 100% complete. Gymnasium floor and in-door pool sump room concrete completed. Gymnasium concrete masonry block walls completed. Steel columns set with beam and girder preparations by mid June, 2009.

FY 2009-10 Goals:

* Staff to coordinate all construction phases with Contract Manager and City Project Team for a completed product within price as negotiated and according to contract agreement. Completion of Cottonwood Community Recreation Center by February 2010 with City staff occupancy of facility by late March 2010. Begin show-casing final product with soft openings in April and May 2010. Staff to coordinate grand opening operations for May 1, 2010.

Budget Highlights:
Capital Outlay is budgeted at $11,408,820 for completion of the new Recreation Center; $429,260 for the Evidence Storage Building & Communications Center; $12,000 for the Tennis Center Resurface; and $9,000 for Viejo Park.

Culture & Recreation	CIP Rec Projects Expansion	Fund 11 - Capital Projects	Cost Center	14-00

Summary By Category

Expenditure Category	2007-08 Actual	2008-09 Budget	2008-09 Revised	2009-10 Tentative	Percent Change
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	11,797	0	3,400	3,400	0.00%
Capital Outlay	1,721,463	16,717,245	4,971,580	11,859,080	138.54%
Reserves	0	0	14,415,850	3,832,630	-73.41%
Debt Service	0	0	0	0	0.00%
Department Totals	$1,733,260	$16,717,245	$19,390,830	$15,695,110	-19.06%

Staffing Levels

Item Description	2007-08	2008-09	2009-10
Full Time Equivalents:	0.00	0.00	0.00

Departmental Fund Sources

Funding Sources	Amount	% of Funding
Capital Reserves	$14,415,850	91.85%
Interest Income	850,000	5.42%
Transfers In	429,260	2.73%
	Total Funding	100.00%

Performance Indicators

Department Indicators	Actual 2005-06	Actual 2007-08	Estimated 2008-09	Budget 2009-10
N/A				

Culture & Recreation	CIP Rec Projects Expansion	Fund 11 - Capital Projects	Cost Center	14-00

Supplemental Data: Personnel

Authorized Positions	Number of FTE's			Salary Range		2009-10
Job Classifications	2007-08	2008-09	2009-10	Minimum	Maximum	Budget
N/A						
Temporary / Reserves						
Overtime						
Retirement						
Insurance & Taxes						
Employee Related Expenses						
Totals	0.00	0.00	0.00			$0

Supplemental Data: Capital Outlay

Expenditure	2007-08	2008-09		2009-10	Percent
Category	Actual	Budget	Revised	Tentative	Change
Communications & Evidence Storage Building		$350,000		$385,000	
Evidence Bldg Architectural				44,260	
Rec Center Construction	$640,591	14,846,795	$4,679,580	11,408,820	
Paula St. Reconstruction			272,000		
Cost of Issuance	401,879				
Land Acquisition	678,993	675,580	20,000		
Riverfront Park Improvements					
Contingency		844,870			
Viejo Park				9,000	
Tennis Center Resurface				12,000	
Old Town Parking					
Cemetery					
	$1,721,463	$16,717,245	$4,971,580	$11,859,080	138.54%

ENTERPRISE FUNDS

Enterprise funds are used to account operations:

1) that are financed and operated in 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 revenue earned, expenses incurred, and/or net income is appropriate for capital maintenance, public policy, management control, accountability or other purposes to the residents.

Fund/Account Number	Description
06-10-0X	Wastewater Treatment Fund
16-10-0X	Water System Fund

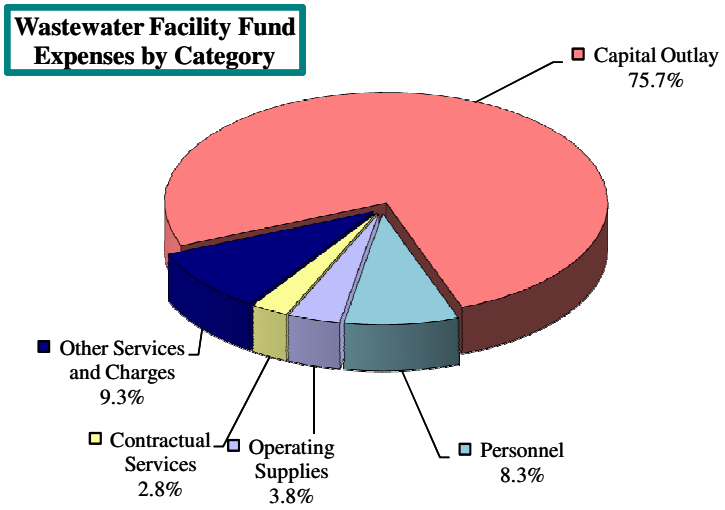
Fiscal Year 2009-10 Budget
Consolidated Statement of Revenues/Expenses

Item	2007-08	2008-09		2009-10
Description	Actual	Budget	Revised	Tentative
Revenue Sources:				
Taxes	0	0	0	0
Licenses & Permits	0	0	0	0
Intergovernmental Revenues	0	0	0	0
Charges for Services	6,746,496	7,321,000	7,325,000	7,421,700
Fines & Forfeitures	0	0	0	0
Uses of Monies & Properties	866,866	532,320	988,730	943,900
Miscellaneous Revenues	1,085,983	770,600	213,790	209,400
Total Revenue Sources	8,699,345	8,623,920	8,527,520	8,575,000
Other Financing Sources:				
Transfers In	0	3,818,475	0	8,081,000
Carryover	0	12,018,110	12,719,440	12,359,490
Residual Equity Interfund Transfer	0	0	0	0
Proceeds from Lease Purchase	0	0	0	0
Proceeds from Bonds	0	100,000	1,000	37,100,000
Total Other Financing Sources	0	15,936,585	12,720,440	57,540,490
Total Available Resources	8,699,345	24,560,505	21,247,960	66,115,490
Expenses:				
Personnel	1,373,830	1,514,270	1,438,030	1,510,610
Operating Supplies	856,151	943,750	711,335	682,425
Contractual Services	370,826	484,420	380,300	424,500
Other Services and Charges	1,230,649	1,225,600	1,355,770	30,910,380
Depreciation	0	0	0	0
Capital Outlay	2,107,968	13,094,000	2,976,080	12,574,150
Reserves	14,596	4,777,285	11,904,495	17,476,615
Debt Service	2,306,044	2,521,180	2,481,950	2,536,810
Total Expenses	8,260,063	24,560,505	21,247,960	66,115,490
Other Uses:				
Transfers Out	0	0	0	0
Residual Equity Interfund Transfer	0	0	0	0
Total Other Uses	0	0	0	0
Total Expenses and Other Uses	8,260,063	24,560,505	21,247,960	66,115,490
Net Income / (Loss)	$439,282	$0	$0	$0

Fiscal Year 2009-10 Budget

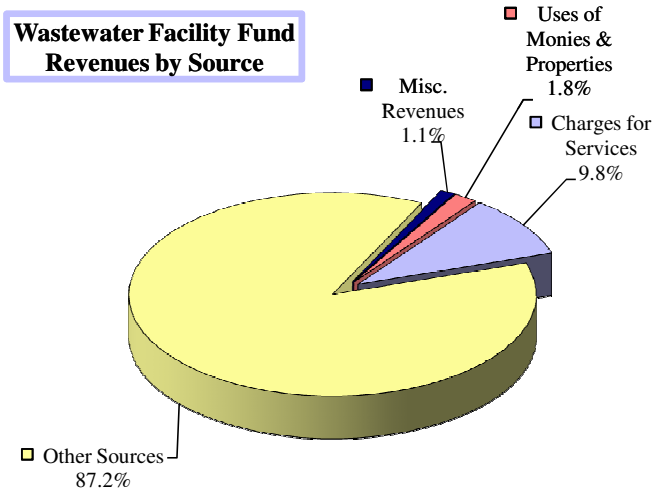
Wastewater Facility Fund Expenses By Category

Category	Personnel	Operating Supplies	Contractual Services	Other Services & Charges	Capital Outlay	Debt Service	Reserves	Total
Sub-Total	$546,530	$251,250	$181,000	$612,610	$4,961,250	$0	$8,305,700	$14,858,340
Total	$546,530	$251,250	$181,000	$612,610	$4,961,250	$0	$8,305,700	$14,858,340



Wastewater Facility Fund Summary	
Revenues	$1,902,550
Expenses	(14,858,340)
Revenues over (under) Expenses	(12,955,790)
Other Funding Sources/Uses	12,955,790
(Use)/Source of Retained Earnings	$0

Wastewater Facility Fund Revenues By Source	
Uses of Monies & Properties	$271,600
Charges for Services	1,461,200
Other Sources	12,955,790
Misc. Revenues	169,750
Total Resources Available	$14,858,340

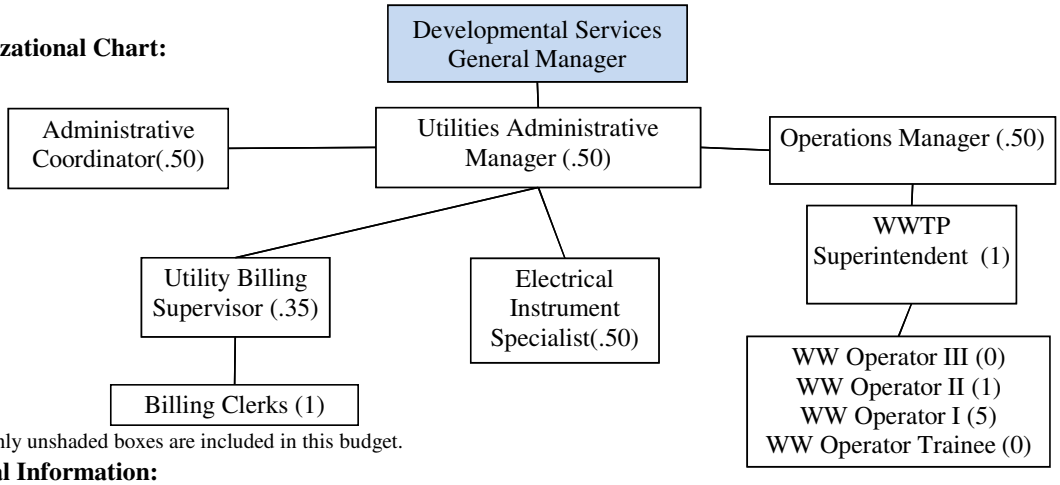


Fiscal Year 2009-10 Budget

Wastewater Facility Fund Revenues/Expenses

Item Description	2007-08 Actual	2008-09 Budget	2008-09 Revised	2009-10 Tentative	Percent Change
Revenue Sources:					
Taxes					
City Sales Tax (Portion of 1%)	0	0	0	0	0.00%
Charges for Services					
User Fees	1,395,464	1,473,500	1,338,500	1,436,200	7.30%
Tap Fees	12,096	2,000	2,000	2,000	0.00%
Effluent Revenue	20,123	30,000	21,500	23,000	6.98%
Uses of Monies & Properties					
Interest Income	185,742	135,620	252,760	271,600	7.45%
Miscellaneous Revenue					
Other Income	203,554	345,600	170,200	169,750	-0.26%
Total Revenue Sources	1,816,979	1,986,720	1,784,960	1,902,550	6.59%
Other Financing Sources:					
Transfers In	0	3,818,475	0	8,081,000	0.00%
Carryover	0	3,879,465	2,219,330	1,874,790	-15.52%
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	3,000,000	0.00%
Total Other Financing Sources	0	7,697,940	2,219,330	12,955,790	483.77%
Total Available Resources	1,816,979	9,684,660	4,004,290	14,858,340	271.06%
Expenses:					
Personnel	457,308	555,590	485,620	546,530	12.54%
Operating Supplies	208,472	188,750	166,200	251,250	51.17%
Contractual Services	188,145	197,420	167,800	181,000	7.87%
Other Services and Charges	559,541	491,900	579,820	612,610	5.66%
Depreciation	0	0	0	0	0.00%
Capital Outlay	568,069	8,251,000	730,060	4,961,250	579.57%
Reserves	0	0	1,874,790	8,305,700	343.02%
Debt Service	0	0	0	0	0.00%
Total Expenses	1,981,535	9,684,660	4,004,290	14,858,340	271.06%
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 Expenses and Other Uses	1,981,535	9,684,660	4,004,290	14,858,340	271.06%
Net Income / (Loss)	($164,556)	$0	$0	$0	

Organizational Chart:

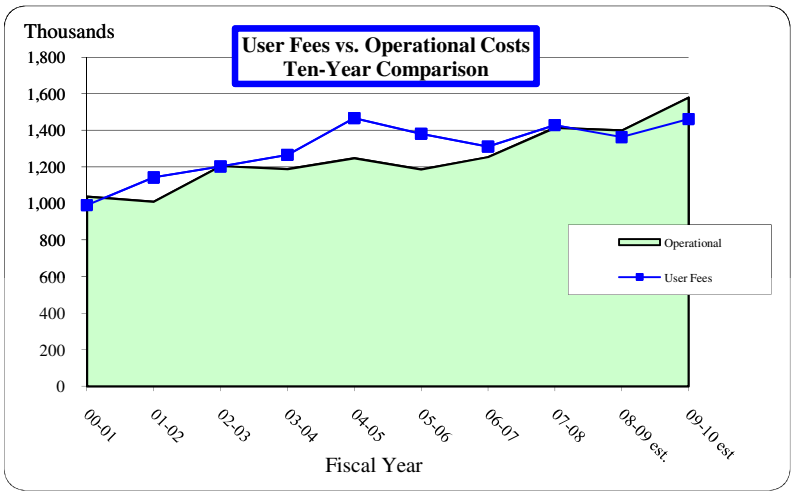


Note: Only unshaded boxes are included in this budget.

General Information:

The Wastewater Division is responsible for the operation and maintenance of 1.5 million gallons per day (MGD) wastewater treatment facility, 52 miles of collection system, five sewage lift stations, approximately 80 acres of effluent reuse area, and the Del Monte Riparian Zone. The Wastewater Division is also responsible for tap installations for new homes and businesses and field locating (blue staking) of the underground collection system.

	Operational Costs	User Fees Fees
00-01	1,037,343	990,662
01-02	1,009,508	1,141,610
02-03	1,204,227	1,201,131
03-04	1,187,349	1,265,088
04-05	1,247,680	1,466,036
05-06	1,185,770	1,380,700
06-07	1,253,748	1,310,073
07-08	1,413,466	1,427,683
08-09 est.	1,399,440	1,362,000
09-10 est	1,579,600	1,461,200



FY 2008-09 Accomplishments:

* Completed Phase one of the UV disinfection replacement project
* Completed the wastewater collection system master plan
* Replaced the obsolete wastewater supervisory control and data acquisition (SCADA) system and installed SCADA at five of the most critical water sites
* Completed the cleaning and televising of 50% of the wastewater collection system which is the final phase of a two year program
* Completed a sanitary sewer manhole inspection program for the entire wastewater collection system

FY 2009-10 Goals:

* Advertise for bid and construct the Hwy 260 sewer extension project
* Complete the design and construct the wastewater reclamation facility headworks project

Budget Highlights:

The $4,194,750 in the Capital Budget includes funding for the Hwy 260 projects, construction of a wastewater treatment plant, $1,900,000 and $1,375,000 respectively, as well as other smaller projects. There is a substantial increase in reserves for FY2010 as the Capital Improvements fund transfers in $8M to cover future expenditures. The current budget also reflects changes due to the City Wide reorginization.

Health and Sanitation	Wastewater Facility Fund	Fund 06 - Enterprise Fund		Cost Center	10-0X
Summary By Category					
Expenditure Category	2007-08 Actual	2008-09 Budget	2008-09 Revised	2009-10 Tentative	Percent Change
Personnel	$457,308	$555,590	$485,620	$546,530	12.54%
Operating Supplies	208,472	188,750	166,200	251,250	51.17%
Contractual Services	188,145	197,420	167,800	181,000	7.87%
Other Services and Charges	559,541	491,900	579,820	612,610	5.66%
Depreciation (net)	0	0	0	0	0.00%
Capital Outlay	568,069	8,251,000	730,060	4,961,250	579.57%
Reserves	0	0	1,874,790	8,305,700	343.02%
Debt Service	0	0	0	0	0.00%
Department Totals	$1,981,535	$9,684,660	$4,004,290	$14,858,340	271.06%

Staffing Levels			
Item Description	2007-08	2008-09	2009-10
Full Time Equivalents:	9.75	10.25	10.35

Departmental Fund Sources		
Funding Sources	Amount	% of Funding
Taxes	$0	0.00%
Charges for Service	1,461,200	9.83%
Other Income	441,350	2.97%
Other Sources	12,955,790	87.20%
	Total Funding	100.00%

Performance Indicators				
	Actual		Estimated	Budget
Department Indicators	2006-07	2007-08	2008-09	2009-10
Wastewater Treated (millions of gallons)	380.0	352.0	370.0	388.0
Reclaimed Water Sold (1,000s of gallons)	6707.0	10019.0	10000.0	10000.0
Blue Stake Requests	864	988	1060	1120
Taps Installed	16	7	12	15
Sewer Billings	38,000	40,000	39,000	40,000
Sewer Line Video Taped	629.9	124583	120636	10000
WWTP Efficiency (Permit Required):				
BOD (85% Required)	97%	97%	97%	97%
TSS (85% Required)	99%	99%	99%	99%

Health and Sanitation	Fund 06 - Enterprise Fund				Cost Center	10-0X
Supplemental Data: Personnel						
Authorized Positions	Number of FTE's			Salary Range		2009-10
Job Classifications	2007-08	2008-09	2009-10	Minimum	Maximum	Budget
Utility Director	0.25	0.25	0.00	1172	1700	$0
Utilities Administrative Manager	0.00	0.00	0.50	3945	5720	26,130
Operations Manager	0.00	0.00	0.50	3574	5182	19,720
WWTP Superintendent	1.00	1.00	1.00	3238	4695	46,120
WW Operator III	1.00	1.00	1.00	2407	3491	35,890
WW Operator II	3.00	3.00	3.00	2291	3322	89,390
WW Operator I	2.00	2.00	2.00	2076	3010	53,000
Administrative Coordinator	0.25	0.25	0.50	559	810	16,650
Electrical Inst. Specialist	0.50	0.50	0.50	1467	2127	23,000
Utility Billing Supervisor	0.25	0.25	0.35	1079	1564	14,850
Utility Billing Clerk	1.00	1.00	1.00	1976	2865	28,750
Water/WW Inspector	0.50	0.50	0.00	1234	1789	0
Project Coordinator - new	0.00	0.50	0.00	1659	2406	0
Holiday Pay & Overtime						28,230
Clothing Allowance & Car Allowance						4,500
Merit Contingency						12,460
Insurance, Retirement & Taxes						147,840
Totals	9.75	10.25	10.35			$546,530

Supplemental Data: Capital Outlay					
Item	2007-08	2008-09		2009-10	Percent
Description	Actual	Budget	Revised	Tentative	Change
Hwy 260 Construction	$207,309	$1,900,000		$1,900,000	
Auto Transfer Switches	11,297				
Billing Computers				7,500	
Backup Pumps/LiftStation/Storage	57,541			400,000	
Bella Montana Water Reclamation Facility		5,565,000	$325,000		
Channel Grinder	45,230				
Conf. Spc gas detector, tripod & hoist -				6,600	
Construction WWTP				1,375,000	
Increase Wet Well - Lift Station	31,986				
Sewer/Manhole Inspection	40,700				
Lift Station Roof Repair	3,044				
Lift Station SCADA Upgrades	12,071	125,000			
Cable and line Locator & GPS unit for ADEQ				9,000	
Upgrades - WWTP Construction				490,250	
Personal Computer & Copier	3,937				
Water Stand	16,111				
Server for Utilities @ 50%				4,900	
Reclaimed Water Pumping Sytem Upgrade		150,000		150,000	
Replenish Sand Filter Media		20,000			
Sewer Collection Cleaning	64,048				
Tractor/Mower	29,942			3,000	
Diffuser socks for aeration basin				16,000	
UV Disinfection Lamps and Hardware		38,000	16,879	39,000	
WW Collection System Master Plan		110,000	84,121		
WWTP Centrifuge Overhaul		8,000			
WWTP Control Valves		35,000			
WWTP Headworks	9,446	300,000		300,000	
Building Purchase & Remodel			195,060	260,000	
WWTP Master Plan	35,407		109,000		
	$568,069	$8,251,000	$730,060	$4,961,250	579.57%

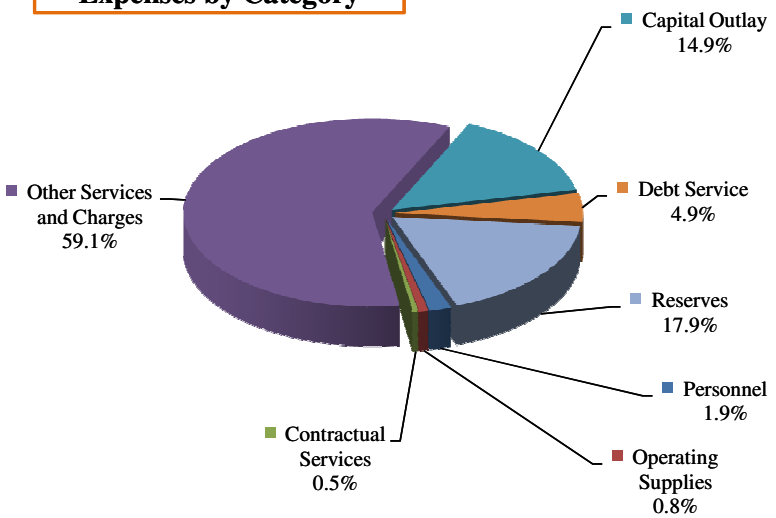
Health and Sanitation	Wastewater Facility Fund	Fund 06 - Enterprise Fund		Cost Center	10-0X
Supplemental Data: Expenditures					
Item	2007-08	2008-09		2009-10	Percent
Description	Actual	Budget	Revised	Tentative	Change
Supplies					
Office Supplies	3,351	2,500	1,750	2,500	42.86%
Copier Supplies	451	1,250	1,150	1,250	8.70%
Gas & Oil	10,336	9,500	8,500	9,500	11.76%
Vehicle Maint & Repairs	7,219	8,000	3,000	8,000	166.67%
Equipment Maint & Repairs	126,913	115,000	100,000	175,000	75.00%
Chlorine	3,102	2,000	1,800	2,000	11.11%
Polymer	14,289	20,000	18,000	20,000	11.11%
Special Department Supplies	0	0	0	0	0.00%
Legal Advertising	549	1,500	0	0	0.00%
Postage & Freight	14,905	9,000	13,000	13,000	0.00%
Odor Control Supplies	0	0	0	0	0.00%
Building Maint & Repairs	7,607	3,000	2,000	3,000	50.00%
Operational Supplies	19,750	17,000	17,000	17,000	0.00%
Total Supplies	208,472	188,750	166,200	251,250	51.17%
Contractual Services					
Contractual Services	82,713	80,000	63,000	65,000	3.17%
Computer Support	3,745	6,000	4,800	6,000	25.00%
Sludge Disposal	100,930	110,000	100,000	110,000	10.00%
Employee Physicals	120	120	0	0	0.00%
Legal Counsel	0	0	0	0	0.00%
General Counsel	638	1,300	0	0	0.00%
Total Contractual Services	188,145	197,420	167,800	181,000	7.87%
Other Services and Charges					
Travel & Training	1,217	3,000	3,000	3,000	0.00%
Subscriptions & Memberships	319	1,000	750	1,000	33.33%
Printing & Forms	1,701	2,000	2,000	2,000	0.00%
Utilities	336,610	301,500	326,700	326,790	0.03%
Telephone	4,112	5,000	3,100	3,100	0.00%
Bad Debt Expense	13,059	9,000	18,000	18,000	0.00%
Liability Insurance	22,294	23,400	24,300	24,700	1.65%
Lab/Testing	57,822	43,000	43,000	50,000	16.28%
Tools	2,581	3,000	2,500	3,000	20.00%
Equipment Rental	830	2,000	2,000	2,000	0.00%
ADEQ Annual Fee	13,727	15,000	15,000	15,000	0.00%
Indirect Cost to General Fund	75,123	79,000	137,470	162,020	17.86%
Investment Expense	2,153	0	0	0	0.00%
Rodeo Drive St Reimbursement	27,421	0	0	0	0.00%
Bank Charges	572	5,000	2,000	2,000	0.00%
Total Other Services & Charges	559,541	491,900	579,820	612,610	5.66%

Fiscal Year 2009-10 Budget

Water System Facility Fund Expenses By Category

	Personnel	Operating Supplies	Contractual Services	Other Services & Charges	Capital Outlay	Debt Service	Reserves	Total
Category	$964,080	$431,175	$243,500	$30,297,770	$7,612,900	$2,536,810	$9,170,915	$51,257,150
	$964,080	$431,175	$243,500	$30,297,770	$7,612,900	$2,536,810	$9,170,915	$51,257,150

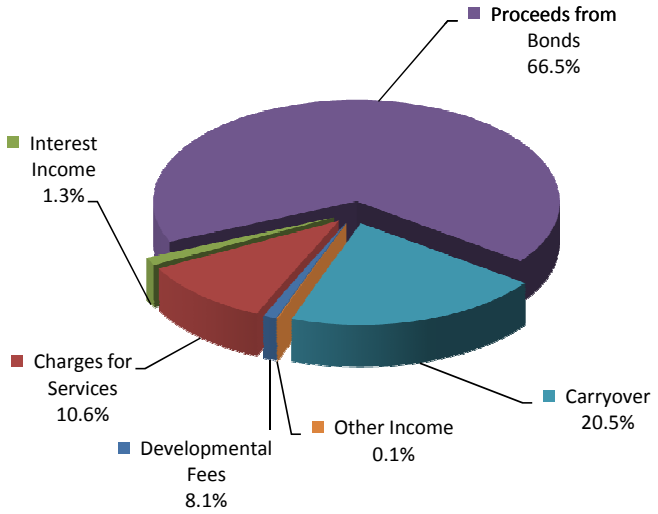
Water System Facility Fund Expenses by Category



Water System Facility Fund Summary	
Revenues	$6,672,450
Expenses	(51,257,150)
Revenues over (under) Expenses	(44,584,700)
Other Funding Sources/Uses	34,100,000
(Use)/Source of Retained Earnings	($10,484,700)

Water System Facility Fund Revenues by Source

Water Facility Fund Revenues By Source	
Developmental Fees	$535,500
Charges for Services	$5,425,000
Interest Income	$672,300
Proceeds from Bonds	$34,100,000
Carryover	$10,484,700
Other Income	$39,650
Total Resources Available	$51,257,150



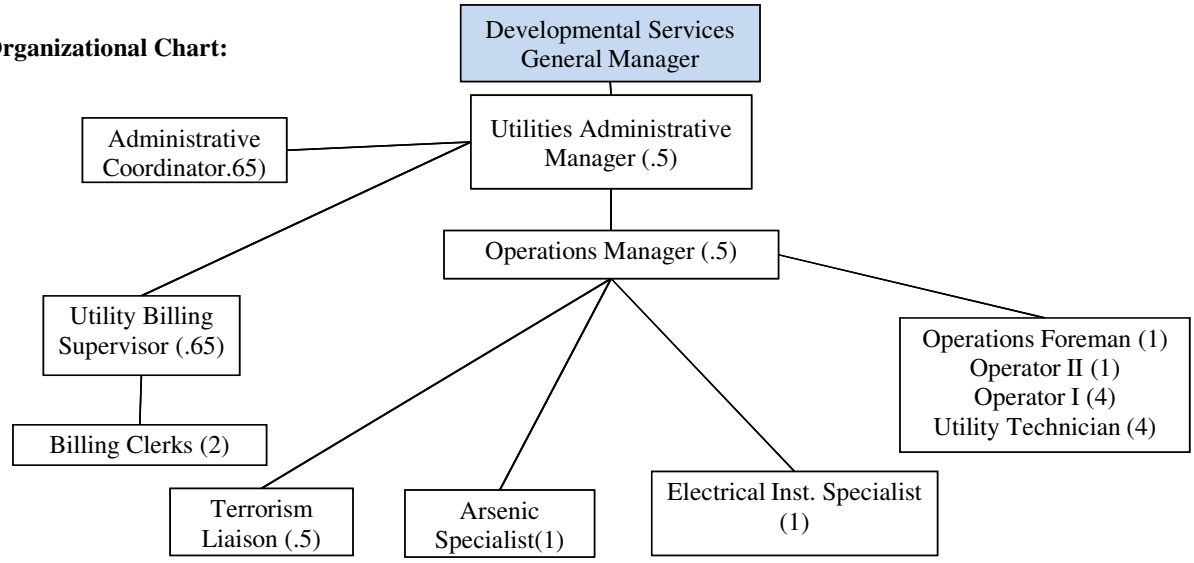
Fiscal Year 2009-10 Budget

Water System Facility Fund Revenues/Expenses

Item Description	2007-08 Actual	2008-09 Budget	2008-09 Revised	2009-10 Tentative	Percent Change
Revenue Sources:					
Taxes					
City Sales Tax	0	0	0	0	0.00%
Charges for Services					
User Fees	4,789,358	5,275,000	5,434,000	5,425,000	-0.17%
Reserves	529,456	540,500	529,000	535,500	1.23%
Uses of Monies & Properties					
Interest Income	681,124	396,700	735,970	672,300	-8.65%
Miscellaneous Revenue					
Other Income	882,429	425,000	43,590	39,650	-9.04%
Total Revenue Sources	6,882,366	6,637,200	6,742,560	6,672,450	-1.04%
Other Financing Sources:					
Transfers In	0	0	0	0	0.00%
Carryover	0	8,138,645	10,500,110	10,484,700	-0.15%
Residual Equity Interfund Transfer	0	0	0	0	0.00%
Proceeds from Lease Purchase	0	0	0	0	0.00%
Proceeds from Bonds	0	100,000	1,000	34,100,000	3409900.00%
Total Other Financing Sources	0	8,238,645	10,501,110	44,584,700	324.57%
Total Available Resources	6,882,366	14,875,845	17,243,670	51,257,150	197.25%
Expenses:					
Personnel	916,522	958,680	952,410	964,080	1.23%
Operating Supplies	647,679	755,000	545,135	431,175	-20.90%
Contractual Services	182,681	287,000	212,500	243,500	14.59%
Other Services and Charges	671,108	733,700	775,950	30,297,770	3804.60%
Depreciation	0	0	0	0	0.00%
Capital Outlay	1,539,898	4,843,000	2,246,020	7,612,900	238.95%
Reserves	14,596	4,777,285	10,029,705	9,170,915	-8.56%
Debt Service	2,306,044	2,521,180	2,481,950	2,536,810	2.21%
Total Expenses	6,278,528	14,875,845	17,243,670	51,257,150	197.25%
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 Expenses and Other Uses	6,278,528	14,875,845	17,243,670	51,257,150	197.25%
Net Income / (Loss)	$603,838	$0	$0	$0	

Water System Facility Fund

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 Waste Water Utilities.

FY 2008-09 Accomplishments:

* Completed construction of a new water line from well 8/9 to Cottonwood Street
* Installed a new electrical power supply to the well 8/9 facility
* Completed installation of eight arsenic remediation units. Work continues on the remaining installations
* Installed a total of thirteen (13) new fire hydrants in the Verde Villages water system
* Renegotiated and received Council approval on a new lease with the Verde Village Ambulance Company for the old fire station on Mingus Avenue
* Negotiated the terms and purchased the former Foxworth Lumber facility at 111 North Main Street to serve as the new utility billing and operations facility

FY 2009-10 Goals:

* Complete installation of all mandated arsenic remediation equipment
* Advertise for bid and construct the Hwy 260 waterline, reservoir and booster station project
* Construct the new water reservoirs at the well 8/9 and Yuma well sites
* Complete conversion of the former Foxworth Lumber facility into the utility office and operations complex
* Obtain Refunding bond to pay off the 2006 & 2004 MPC Water Bonds

Budget Highlights:

The Salaries and Benefits budget includes two new positions. The Arsenic Specialist is being funded from the contractual saving of the City doing its own arsenic maintenance. Total savings after this position is funded, including equipment & supplies, will be aproximately $136,000. The Terrorism Liaison Officer position is funded 50/50 with the Police Department to insure our water supply remains safe from intentional contamination. The capital budget of $7,001,400 includes Wells, Reuse Station Construction, and Hwy 260 Water Systems Upgrades, $1,570,000, $1,725,000 and $1,375,000 respectively as well as other smaller projects. There is a budgeted expenditure for bonding expense to refund the 2006 MPC Bond and the 2004 MPC Bond that were used to purchase the water companies. The FY 2010 budget is also affected by the City Wide reorganization with the movement of employees out of this area and into the general fund causing the indirect cost expense to increase tremendously.

Health and Sanitation	Water System Facility Fund	Fund 16 - Enterprise Fund		Cost Center	10-0X
Summary By Category					
Expenditure Category	2007-08 Actual	2008-09 Budget	2008-09 Revised	2009-10 Tentative	Percent Change
Personnel	$916,522	$958,680	$952,410	$964,080	1.23%
Operating Supplies	647,679	755,000	545,135	431,175	-20.90%
Contractual Services	182,681	287,000	212,500	243,500	14.59%
Other Services and Charges	671,108	733,700	775,950	30,297,770	3804.60%
Depreciation (net)	0	0	0	0	0.00%
Capital Outlay	1,539,898	4,843,000	2,246,020	7,612,900	238.95%
Reserves	14,596	4,777,285	10,029,705	9,170,915	-8.56%
Transfers out - Debt Service	0	0	0	0	
Debt Service	2,306,044	2,521,180	2,481,950	2,536,810	2.21%
Department Totals	$6,278,528	$14,875,845	$17,243,670	$51,257,150	197.25%

Staffing Levels			
Item Description	2007-08	2008-09	2009-10
Full Time Equivalents:	16.25	16.75	16.15

Departmental Fund Sources		
Funding Sources	Amount	% of Funding
Development Reserves	$535,500	1.04%
Charges for Service	5,425,000	10.58%
Other Income	711,950	1.39%
Other Sources	44,584,700	86.98%
	Total Funding	100.00%

Performance Indicators				
	Actual		Estimated	Budget
Department Indicators	2006-07	2007-08	2008-09	2009-10
Pumping Capacity (Million gallons per day)	10	8	8	9
Average Pumpage (Million gallons per day)	3	3	3	3
Number of Wells	31	31	28	23
Number of Storage Tanks	28	27	27	21
Blue Stakes Requested	2,730	2,144	2,116	2150
Meters Read	126719	109473	109500	120000
Leaks Repaired	161	187	200	250

Health and Sanitation	Water System Facility Fund	Fund 16 - Enterprise Fund	Cost Center	10-0X

Supplemental Data: Personnel

Authorized Positions	Number of FTE's			Salary Range		2009-10
Job Classifications	2007-08	2008-09	2009-10	Minimum	Maximum	Budget
Utility Director	0.75	0.75	0.00	3517	5099	$0
Utilities Administrative Manager	0.00	0.00	0.50	3945	5720	$26,120
Operations Manager	0.00	0.00	0.50	3574	5182	$36,630
Water Operations & Maint. Mgr.	1.00	1.00	0.00	3402	4932	0
Utility Billing Supervisor	0.75	0.75	0.65	2003	2904	24,040
Utility Technician	4.00	4.00	4.00	1976	2865	105,140
Utility Billing Clerk	2.00	2.00	2.00	1118	1621	51,330
Operator I	3.00	3.00	3.00	1976	2865	97,830
Operator II	2.00	2.00	2.00	1467	2127	66,860
Operations Foreman	1.00	1.00	1.00	2076	3010	47,570
Public Works Inspector	0.00	0.00	0.00	2291	3322	0
Electrical Inst. Specialist	0.50	0.50	0.50	2657	3853	23,010
Administrative Coordinator	0.75	0.75	0.50	1234	1789	16,650
Water/WW Inspector	0.50	0.50	0.00	2468	2468	0
Project Coordinator	0.00	0.50	0.00	1467	2127	0
Arsenic Specialist - new 3/4 of year	0.00	0.00	1.00	2529	3667	24,070
Terrorism Liaison Officer - new	0.00	0.00	0.50	1832	2656	31,550
Holiday Pay & Overtime						102,500
Car & Clothing Allowance						11,000
Merit Contingency						13,990
Insurance, Retirement & Taxes						285,790
Employee Related Expenses						0
Totals	16.25	16.75	16.15			$964,080

Supplemental Data: Capital Outlay

Item	2007-08	2008-09		2009-10	Percent
Description	Actual	Budget	Revised	Tentative	Change
Capital under $35,000*listed on page____.				$24,400	
Construction Manager at Risk	$870,859	$1,025,000	$850,000	500,000	
Arsenic Mitigation	205,114	925,000	400,000	925,000	
Aid in Lieu of Construction	151,972	143,000	146,500		
Line Extensions	34,964				
Wells				1,570,000	
Water Storage		750,000		400,000	
Booster Pumping	6,854			100,000	
Fire Hydrant/Flow Improvements		500,000	250,000	500,000	
Water Meters	152,593				
Vehicles (2)	67,035				
Computers/Laptops	6,868			3,500	
Tracer Wire & Valve Metal Locator	3,564				
Reuse Station Construction				1,725,000	
Power Point Projector	1319				
ISCO auto sampler & Arsenic Analyzer	8,430				
Building Purchase & Remodel			456,020	390,000	
Water Sampling Station Install	16,218				
Valves				100,000	
Vertical Line Shaft Turbine Ditch Pump			18,500		
Hwy 260 Water Systems Upgrades		1,500,000	125,000	1,375,000	
Postage Metering	14,108				
	$1,539,898	$4,843,000	$2,246,020	$7,612,900	238.95%

Health and Sanitation	Water System Facility Fund	Fund 16 - Enterprise Fund		Cost Center	10-0X
Supplemental Data: Expenditures					
Item	2007-08	2008-09		2009-10	Percent
Description	Actual	Budget	Revised	Tentative	Change
Supplies					
Office Supplies	15,109	11,000	12,010	11,000	-8.41%
Copier Supplies	1,058	1,500	750	1,500	100.00%
Gas & Oil	36,207	35,000	43,000	35,000	-18.60%
Vehicle Maint & Repairs	12,364	18,000	44,000	20,000	-54.55%
Equipment Maint & Repairs	455,978	377,000	326,000	250,000	-23.31%
Chemicals	20,393	30,000	24,000	20,000	-16.67%
Polymer	0	200,000	0	0	0.00%
Legal Advertising	5,149	2,000	12,675	13,175	3.94%
Postage & Freight	66,456	41,500	40,500	41,500	2.47%
Odor Control Supplies	0	0	0	0	0.00%
Tools	4,947	6,000	6,000	6,000	0.00%
Building Maint & Repairs	3,967	5,000	8,200	5,000	-39.02%
Operational Supplies	26,052	28,000	28,000	28,000	0.00%
Total Supplies	647,679	755,000	545,135	431,175	-20.90%
Contractual Services					
Contractual Services	121,149	172,000	162,000	172,000	6.17%
Contractual Services M&O	1,290	0	0	0	0.00%
Contractual Services Billing	6,644	3,500	5,000	0	-100.00%
Contractual Services GP	43,500	100,000	40,000	60,000	50.00%
Operating Lease	0	0	0	0	0.00%
Computer Support	1,543	4,500	3,500	4,500	28.57%
General Counsel	8,554	7,000	2,000	7,000	250.00%
Total Contractual Services	182,681	287,000	212,500	243,500	14.59%
Other Services and Charges					
Travel & Training	9,397	12,500	12,500	12,500	0.00%
Subscriptions & Memberships	322	3,200	2,690	3,200	18.96%
Printing & Forms	18,221	14,500	14,000	14,500	3.57%
Utilities	368,837	381,000	378,000	381,000	0.79%
Telephone	12,515	15,000	11,500	15,000	30.43%
Bad Debt Expense	2,104	0	0	0	0.00%
Liability Insurance	39,188	52,000	42,760	45,000	5.24%
Lab/Testing	12,448	25,000	20,000	25,000	25.00%
Verde River Basin Partnership	10,900	0	0	0	0.00%
Equipment Rental	1,378	5,000	2,000	5,000	150.00%
Indirect Cost to General Fund	170,637	187,000	255,000	654,070	156.50%
ADEQ Annual Fee	20,008	28,500	25,000	28,500	14.00%
Payment Assistance Program	0	0	10,500	10,500	0.00%
Bonding Expense	0	0	0	29,100,000	0.00%
Investment Expense	797	0	0	0	0.00%
Verde River Days	0	0	0	1,000	0.00%
Bank Charges	4,356	10,000	2,000	2,500	25.00%
Total Other Services & Charges	671,108	733,700	775,950	30,297,770	3804.60%
Debt Service					
Interest - 2004 MPC Bond	553,784	544,510	553,780	533,640	-3.64%
Principal - 2004 MPC Bond	355,000	410,000	355,000	420,000	18.31%
Trustee Fees - 2004 MPC Bond	5,510	1,500	8,000	6,000	-25.00%
Interest - 2006 MPC Bond	1,118,320	1,108,670	1,108,670	1,090,670	-1.62%
Principal - 2006 MPC Bond	270,000	455,000	455,000	485,000	6.59%
Trustee Fees - 2006 MPC Bond	3,430	1,500	1,500	1,500	0.00%

Fiscal Year 2009-10 Budget
Municipal Property Corporation
Senior Lien Water System Revenue Bonds, Series 2004 ("AAA" S&P / "AAA" Moody's)

Maturity	Principal Payments	Principal Retired	Principal Balance	Rate	Int/Fees	Debt Service
January 1, 2009					273,205	
July 1, 2009	410,000	1,305,000	12,275,000	2.75%	273,205	$956,410
January 1, 2010					267,567	
July 1, 2010	420,000	1,725,000	11,855,000	3.00%	267,567	$955,134
January 1, 2011					261,267	
July 1, 2011	435,000	2,160,000	11,420,000	3.13%	261,267	$957,534
January 1, 2012					254,470	
July 1, 2012	445,000	2,605,000	10,975,000	3.25%	254,470	$953,940
January 1, 2013					247,239	
July 1, 2013	460,000	3,065,000	10,515,000	3.38%	247,239	$954,478
January 1, 2014					239,477	
July 1, 2014	475,000	3,540,000	10,040,000	3.50%	239,477	$953,954
January 1, 2015					231,164	
July 1, 2015	495,000	4,035,000	9,545,000	3.63%	231,164	$957,328
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	$12,685,000				$7,383,064	$20,068,064

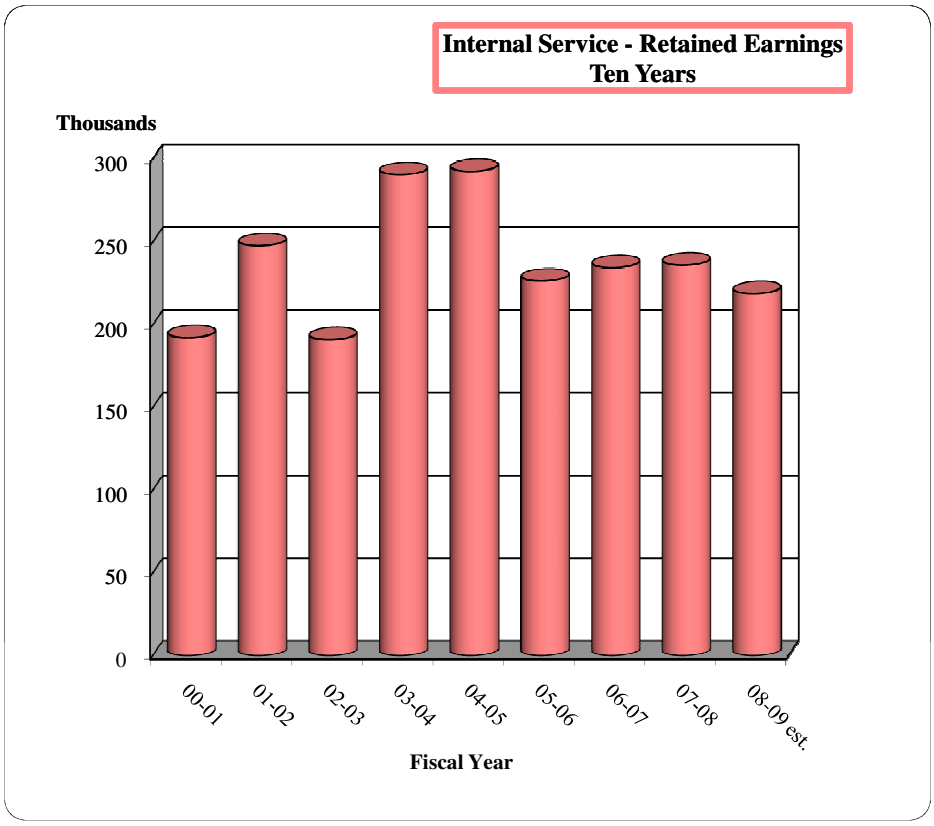
Fiscal Year 2009-10 Budget
Municipal Property Corporation
Senior Lien Water System Revenue Bonds, Series 2006 ("AAA" S&P / "AAA" Moody's)

Maturity	Principal Payments	Principal Retired	Principal Balance	Rate	Int/Fees	Debt Service
January 1, 2009					554,435	
July 1, 2009	455,000	725,000	23,240,000	4.00%	554,435	$1,563,870
January 1, 2010					545,335	
July 1, 2010	485,000	1,210,000	22,755,000	4.00%	545,335	$1,575,670
January 1, 2011					535,635	
July 1, 2011	485,000	1,695,000	22,270,000	4.00%	535,635	$1,556,270
January 1, 2012					525,936	
July 1, 2012	520,000	2,215,000	21,750,000	4.00%	525,936	$1,571,872
January 1, 2013					515,535	
July 1, 2013	515,000	2,730,000	21,235,000	5.00%	515,535	$1,546,070
January 1, 2014					502,660	
July 1, 2014	525,000	3,255,000	20,710,000	3.75%	502,660	$1,530,320
January 1, 2015					492,816	
July 1, 2015	610,000	3,865,000	20,100,000	3.80%	492,816	$1,595,633
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	$23,695,000				$19,187,270	$42,882,270

INTERNAL SERVICES FUND

Internal Service Funds are used to account for the financing of goods or services provided by one function or agency to other departments of the government, on a cost reimbursement basis.

Fund/Account Number	Description
10	Employee Benefit Trust Fund



Fiscal Year	Fund Balance
00-01	192,392
01-02	248,070
02-03	191,262
03-04	291,000
04-05	293,000
05-06	226,720
06-07	234,810
07-08	236,320
08-09 est.	219,120
09-10 est.	201,420

Fund Balance:
The following represents a ten-year illustration of retained earnings for this fund. With the acceptance into the Verde Valley Employee Benefits Pool the fund balance is estimated to be retained for future employee benefits. Changes in the fund balance are due to assessments paid to the Verde Valley Employee Benefits Pool. The fund balance is now providing short term disability for all employees.

Fiscal Year 2009-10 Budget
Consolidated Statement of Revenues/Expenses

Item Description	2007-08 Actual	2008-09 Budget	2008-09 Revised	2009-10 Tentative
Revenue Sources:				
Taxes	0	0	0	0
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	10,430	15,730	8,500	8,000
Miscellaneous Revenues	0	0	0	0
Total Revenue Sources	10,430	15,730	8,500	8,000
Other Financing Sources:				
Transfers In	0	0	0	0
Carryover	0	243,790	236,320	219,120
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	243,790	236,320	219,120
Total Available Resources	10,430	259,520	244,820	227,120
Expenses:				
Personnel	0	0	0	0
Operating Supplies	0	0	0	0
Contractual Services	13,669	6,000	24,000	24,000
Other Services and Charges	0	0	1,700	1,700
Capital Outlay	0	0	0	0
Reserves	0	253,520	219,120	201,420
Debt Service	0	0	0	0
Total Expenses	13,669	259,520	244,820	227,120
Other Uses:				
Transfers Out	0	0	0	0
Residual Equity Interfund Transfer	0	0	0	0
Total Other Uses	0	0	0	0
Total Expenses and Other Uses	13,669	259,520	244,820	227,120
Net Income / (Loss)	($3,239)	$0	$0	$0

Fiscal Year 2009-10 Budget

Employee's Benefit Trust Fund Revenues/Expenses

Item Description	2007-08 Actual	2008-09 Budget	2008-09 Revised	2009-10 Tentative	Percent Change
Revenue Sources:					
Uses of Monies & Properties					
Interest Income	10,430	15,730	8,500	8,000	-5.88%
Miscellaneous Revenues					
Other Income	0	0	0	0	0.00%
Total Revenue Sources	10,430	15,730	8,500	8,000	-5.88%
Other Financing Sources:					
Transfers In	0	0	0	0	0.00%
Carryover	0	243,790	236,320	219,120	-7.28%
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	243,790	236,320	219,120	-7.28%
Total Available Resources	10,430	259,520	244,820	227,120	-7.23%
Expenses:					
Personnel	0	0	0	0	0.00%
Operating Supplies	0	0	0	0	0.00%
Contractual Services	13,669	6,000	24,000	24,000	0.00%
Other Services and Charges	0	0	1,700	1,700	0.00%
Capital Outlay	0	0	0	0	0.00%
Reserves	0	253,520	219,120	201,420	-8.08%
Debt Service	0	0	0	0	0.00%
Total Expenses	13,669	259,520	244,820	227,120	-7.23%
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 Expenses and Other Uses	13,669	259,520	244,820	227,120	-7.23%
Net Income / (Loss)	($3,239)	$0	$0	$0	

Employee Benefit Trust

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 2008-09 Accomplishments:
Not applicable

FY 2008-09 Goals:
Not applicable

Budget Highlights:
The only change in this department is the reserve fund. The City is going to continue to fund the Short Term Disability program out of this budget.

Internal Services	Employee Benefit Trust	Fund 10 - Trust Fund	Cost Center	10-00

Summary By Category

Expenditure Category	2007-08 Actual	2008-09 Budget	2008-09 Revised	2009-10 Tentative	Percent Change
Personnel	$0	$0	$0	$0	0.00%
Operating Supplies	0	0	0	0	0.00%
Contractual Services	13,669	6,000	24,000	24,000	0.00%
Other Services and Charges	0	0	1,700	1,700	0.00%
Capital Outlay	0	0	0	0	0.00%
Reserves	0	253,520	219,120	201,420	-8.08%
Debt Service	0	0	0	0	0.00%
Department Totals	$13,669	$259,520	$244,820	$227,120	-7.23%

Staffing Levels

Item Description	2007-08	2008-09	2009-10
Full Time Equivalents:	0.00	0.00	0.00

Departmental Fund Sources

Funding Sources	Amount	% of Funding
Interest Income	$8,000	3.52%
Miscellaneous Revenues	0	0.00%
Retained Earnings	219,120	96.48%
	Total Funding	100.00%

Performance Indicators

Department Indicators	Actual 2005-06	Actual 2007-08	Estimated 2008-09	Budget 2009-10
N/A				

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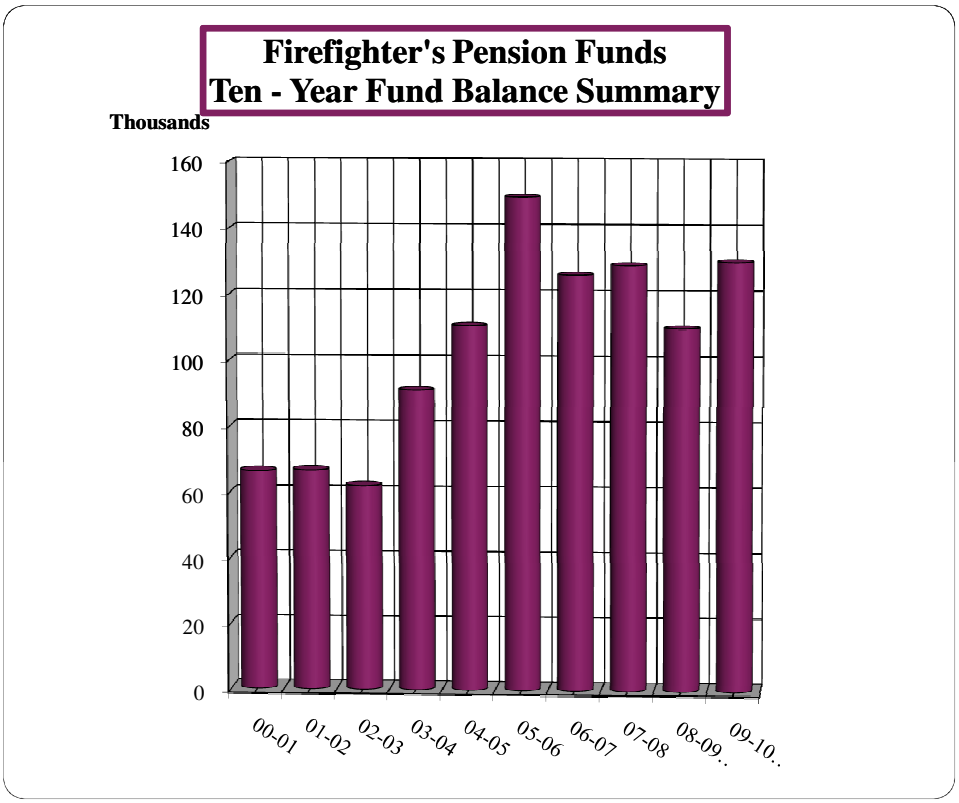
FIDUCIARY FUNDS

These funds are used to account for assets held in trust by a government in a trustee capacity. Agency funds are used to account for assets held by the government as an agent for individuals, private organizations, other government and/or funds.

Fund/Account Number	Description
09	Volunteer Firemen's Pension Fund



Fiscal Year	Fund Balance
00-01	66,434
01-02	66,740
02-03	62,060
03-04	91,127
04-05	110,730
05-06	149,530
06-07	126,025
07-08	129,017
08-09 est.	110,050
09-10 est.	130,050

Fiscal Year 2009-10 Budget
Consolidated Statement of Revenues/Expenditures

Item	2007-08	2008-09		2009-10
Description	Actual	Budget	Revised	Tentative
Revenue Sources:				
Taxes	0	0	0	0
Intergovernmental Revenues	26,729	33,600	33,260	36,600
Charges for Services	0	0	0	0
Fines & Forfeitures	0	0	0	0
Uses of Monies & Properties	(8,682)	3,850	(35,000)	1,000
Miscellaneous Revenues	4,077	8,000	0	0
Total Revenue Sources	22,124	45,450	(1,740)	37,600
Other Financing Sources:				
Transfers In	0	0	0	0
Carryover	0	143,510	129,020	110,050
Residual Equity Interfund Transfer	0	0	0	0
Proceeds fro Lease Purchase	0	0	0	0
Proceeds from Bonds	0	0	0	0
Total Other Financing Sources	0	143,510	129,020	110,050
Total Available Resources	22,124	188,960	127,280	147,650
Expenditures:				
Personnel	0	0	0	0
Operating Supplies	0	0	0	0
Contractual Services	0	7,600	7,230	7,600
Other Services and Charges	23,809	10,000	10,000	10,000
Capital Outlay	0	0	0	0
Reserves	0	171,360	110,050	130,050
Debt Service	0	0	0	0
Total Expenditures	23,809	188,960	127,280	147,650
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	23,809	188,960	127,280	147,650
Net Income / (Loss)	($1,685)	$0	$0	$0

Fiscal Year 2009-10 Budget

Volunteer Firefighter's Pension Fund Revenues/Expenditures

Item Description	2007-08 Actual	2008-09 Budget	2008-09 Revised	2009-10 Tentative	Percent Change
Revenue Sources:					
Taxes					
Sales Tax	0	0	0	0	0.00%
Intergovernmental Revenues					
City Contribution / Fire Ins Premium	26,729	33,600	33,260	36,600	10.04%
Uses of Monies & Properties					
Interest Income	(8,682)	3,850	(35,000)	1,000	0.00%
Miscellaneous Revenues					
Other Income	4,077	8,000	0	0	0.00%
Total Revenue Sources	22,124	45,450	(1,740)	37,600	0.00%
Other Financing Sources:					
Transfers In	0	0	0	0	0.00%
Carryover	0	143,510	129,020	110,050	-14.70%
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	143,510	129,020	110,050	-14.70%
Total Available Resources	22,124	188,960	127,280	147,650	16.00%
Expenditures:					
Personnel	0	0	0	0	0.00%
Operating Supplies	0	0	0	0	0.00%
Contractual Services	0	7,600	7,230	7,600	5.12%
Other Services and Charges	23,809	10,000	10,000	10,000	0.00%
Capital Outlay	0	0	0	0	0.00%
Reserves	0	171,360	110,050	130,050	18.17%
Debt Service	0	0	0	0	0.00%
Total Expenditures	23,809	188,960	127,280	147,650	16.00%
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	23,809	188,960	127,280	147,650	16.00%
Net Income / (Loss)	($1,685)	$0	$0	$0	

Volunteer Firefighter's Pension Fund

Organizational Chart:
None

General Information:
The Firefighter's Relief and Pension 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 2008-09 Accomplishments:

* Maintained the financial health of the pool
* Worked with Investment Manager to develop a better investment pool

FY 2009-10 Goals:

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

Budget Highlights:
Not Applicable

Fiduciary Fund	Vol Firefighter's Pension Fund	Fund 09 - Pension Fund	Cost Center	10-00

Summary By Category

Expenditure Category	2007-08 Actual	2008-09 Budget	2008-09 Revised	2009-10 Tentative	Percent Change
Personnel	$0	$0	$0	$0	0.00%
Operating Supplies	0	0	0	0	0.00%
Contractual Services	0	7,600	7,230	7,600	5.12%
Other Services and Charges	23,809	10,000	10,000	10,000	0.00%
Capital Outlay	0	0	0		0.00%
Reserves	0	171,360	110,050	130,050	18.17%
Debt Service	0	0	0	0	0.00%
Department Totals	$23,809	$188,960	$127,280	$147,650	16.00%

Staffing Levels

Item Description	2007-08	2008-09	2009-10
Full Time Equivalents:	0.00	0.00	0.00

Departmental Fund Sources

Funding Sources	Amount	% of Funding
Contributions	$36,600	24.79%
Interest Income	1,000	0.68%
Other Income	0	0.00%
Fund Balance	110,050	74.53%
	Total Funding	100.00%

Performance Indicators

Department Indicators	Actual 2005-06	Actual 2007-08	Estimated 2008-09	Budget 2009-10
N/A				

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Fiscal Year 2009-10 Budget

Capital Outlay

General Fund			
Department	**Equipment & Project Description**	**Requested**	**Budgeted**
Admin	New Pool Vehicle	20,000	20,000
	Subtotal	20,000	20,000
Clerk	Agenda Automation Software	25,000	25,000
	Subtotal	25,000	25,000
Natural Resources	Laptop Computer	2,000	2,000
	Subtotal	2,000	2,000
City Council	CableOne interconnection	3,300	3,300
	Library Parking Lot Overlay	0	30,000
	Old Town Parking	10,000	10,000
	Laptop Computers	15,000	15,000
	Subtotal	28,300	58,300
Community Development	Plotter	10,000	10,000
	Computer Rotation	4,300	4,300
	New 4 wheel drive inspection vehicle	20,000	0
	Database Software	20,000	30,000
	Printer	4,000	0
	GIS Software upgrades	2,400	0
	Subtotal	60,700	44,300
	Desktop Computers	3,000	3,000
Finance Department	Subtotal	3,000	3,000
	Desktop Computers	1,800	1,800
Personnel Department	Subtotal	1,800	1,800
	Server for Water Dept	11,000	0
I.T. Department	Subtotal	11,000	0
Municipal Court	Subtotal	0	0
	Desktop Computer and Peripherals	16,000	13,000
Police Department	CableOne interconnection	5,500	0
	Rifles	7,200	0
	K-9 Equipment	1,275	1,280
	Chairs-Communications	2,500	2,500
	Radar Equipment	3,950	0
	SWAT Training & Equip	26,018	0
	Firearms Training & Equipment	11,000	11,000
	Patrol Training & Equipment	15,900	15,900
	MP Room/Front Office Carpet	11,800	0
	Tasers and Peripherals	18,840	18,840
	Grant-Emergency Op Center	312,530	312,530
	Grant-Homeland Security	362,300	362,300
	Grant-DUI Vehicle	110,000	110,000
	Honda Motorcycle -Lease Purchase	23,010	23,010
	Dodge Charger - Lease Purchase	26,440	26,440
	Patrol Vehicle (3) - Lease Purchase	143,580	143,580
	Evidence Bar Coding Software	29,500	29,500
	Subtotal	1,127,343	1,069,880

Fiscal Year 2009-10 Budget

Capital Outlay

General Fund			
Department	**Equipment & Project Description**	**Requested**	**Budgeted**
Fire Department	Telescoping /articulating light tower	20,000	0
	Computer Replacement Program	5,000	5,000
	Officer & Station Equip	5,000	5,000
	Physical Fitness Eq (including for new st	3,000	3,000
	"Posichek" for SCBA	12,000	12,000
	Software update program	2,000	2,000
	Communications Infr & MCTs	25,000	10,000
	Fire Suppression & Safety Equipment	20,000	20,000
	Rescue, Extraction/ Sp Ops Equip	5,000	5,000
	EMS Equip-Cardiac Monitor/Defib repla	35,000	15,000
	Grant - Aerial Ladder Truck	1,071,840	1,071,840
	Preemption System	90,000	90,000
	Fire Safety Bldging	75,000	75,000
	Command/Staff Veh Replacement - Leas	37,000	37,000
	Subtotal	1,405,840	1,350,840
Engineering Services	New Vehicle Safety Lighting	1,000	1,000
	Subtotal	1,000	1,000
Parks And Rec	Library Air Economizer Install Project	5,500	5,500
	Used 1/2 ton Pickup Truck	14,000	0
	Vertical Line Shaft Turbine Ditch Pump	18,500	0
	Computer Equipment	4,000	0
	RF Park Improvements	29,120	29,120
	Subtotal	71,120	34,620
Building Maintenance	New Building Maintenance Van	19,000	0
	Subtotal	19,000	0
Total General Fund Capital Outlay		$2,776,103	$2,610,740

Special Revenue Funds			
Department	**Equipment & Project Description**	**Requested**	**Budgeted**
Streets-Construction	Pavement Maintenance Program	350,000	350,000
	Willard Extension	80,000	80,000
	W. Mingus Reconstruction	1,180,000	1,450,000
	12 S. St. Reconstruction	600,000	600,000
	12 S. St. Reconstruction 89A to Fir	2,300,000	2,300,000
	Subtotal	4,510,000	4,780,000
Streets - Operations	Used Water Truck	30,000	0
	Subtotal	30,000	0
	Passenger Buses	260,000	260,000
C.A.T.S.	Computer	3,000	3,000
	Server (data)	6,000	6,000
	Furniture (New Building)	5,000	5,000
	Bike Racks (On Buses)	1,400	12,600
	Copy Lease	23,500	23,500
	Subtotal	298,900	310,100

Fiscal Year 2009-10 Budget

Capital Outlay

Enterprise Funds			
Department	**Equipment & Project Description**	**Requested**	**Budgeted**
Airport	Remodel Terminal	10,000	10,000
	Insulation Hangar B	14,000	14,000
	Sub-total	24,000	24,000
Other Grants	Misc Grants	0	0
	Sub-total	0	0
Total Special Revenue Fund Capital Outlay		$4,838,900	$5,114,100
Sewer Construction			
	Building - Foxworth Conversion	70,000	260,000
	Riverfront Park Reclamation Facility	1,375,000	1,375,000
	Hwy 260 Sewer System Extentions	1,900,000	1,900,000
	Increase Wet Well Capacity	0	0
	UV Disinfection Lamps & Hardware	0	39,000
	Storage/Liftstation upgrades		400,000
	Reclaimed water Pumping Sys Upgrade		150,000
	WWTP Headworks	175,000	300,000
	Wastewater Treatment Plant Construction	490,250	490,250
	Sub-total	4,010,250	4,914,250
Sewer O&M	Confined space entry gas detector	3,000	3,000
	Sewer Billing computers	7,500	7,500
	Cable and line locator	3,800	3,800
	GPS unit for ADEQ permit compliance	5,200	5,200
	Replacement diffuser socks for aeration ba	16,000	16,000
	Replacement tires for bobcat tractor	3,000	3,000
	Confined space entry tripod and hoist	3,600	3,600
	Server for Utilities Department	0	4,900
	Sub-total	42,100	47,000
Water Construction	Arsenic Remediation	925,000	925,000
	Wells	1,725,000	1,570,000
	Valves	100,000	100,000
	Fire Flow Upgrades	500,000	500,000
	Storage	400,000	400,000
	Booster Pumping	100,000	100,000
	Foxworth Building Renovation	210,000	390,000
	Reuse Station Construction	0	1,725,000
	Construction Manager at Risk	500,000	500,000
	Hwy 260 Water System Upgrades	1,375,000	1,375,000
	Sub-total	5,835,000	7,585,000
Water O&M	1 PC for project coordinator	1,500	1,500
	Laptop for utility director	2,000	2,000
	Confined space entry gas detector	3,000	3,000
	Pipe and cable locator	3,800	3,800
	Water line tapping machine	3,200	3,200
	3" trash pump for water leak repair	1,800	1,800
	2 portable generators	4,200	4,200
	Trailer for traffic control signage and barr	3,500	3,500
	Server for Utilities Department	0	4,900
	Sub-total	23,000	27,900
Total Enterprise Fund Capital Outlay		9,910,350	12,574,150

Fiscal Year 2009-10 Budget

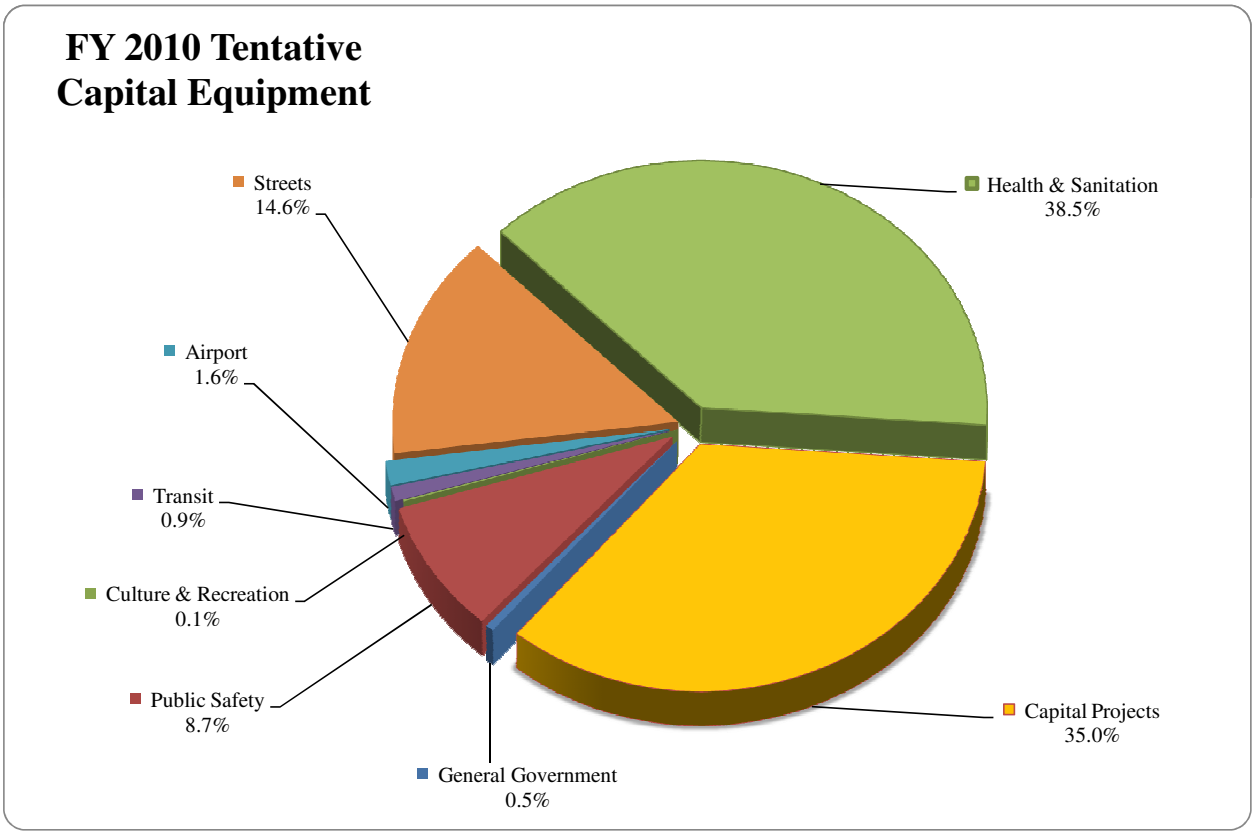
Capital Outlay

Grants Fund			
Department	**Equipment & Project Description**	**Requested**	**Budgeted**
Capital Projects			
	Communications & Evidence Storage Building	385,000	429,260
	Rec Center Construction	11,408,820	11,408,820
	Viejo Park	9,000	9,000
	Tennis Center Resurface	12,000	12,000
	Airport Pavement Preservation	500,000	500,000
	Sub-total	12,314,820	12,359,080
Total Capital Projects Fund Capital Outlay		12,314,820	12,359,080
Grand Total - All Capital and Equipment & Project		29,840,173	32,658,070

Fiscal Year 2009-10 Budget

Capital Outlay

	Capital	
	Equipment	Project
Admin., Clerk, & Water Resources	47,000	
Council	58,300	
Community/Economic Development	44,300	
Finance & Human Resources	4,800	
Police	62,520	1,007,360
Fire	242,000	1,108,840
Engineering	1,000	
Parks & Recreation / Pool / Weight room	34,620	
Building Maintenance		
Street Maintenance & Construction		4,780,000
Street Operations		
CAT	50,100	260,000
Airport		24,000
Other Grants		0
Sewer Operations & Maintenance	47,000	4,914,250
Water Construction & Design	27,900	7,585,000
Capital Projects Fund		12,359,080
Total Capital Equipment & Projects	$619,540	$32,038,530



Fiscal Year 2009-10 Budget

Salary Ranges

Salary Range	Minimum	Midpoint	Maximum
1	$15,202	$18,622	$22,043
2	$15,582	$19,088	$22,594
3	$15,972	$19,565	$23,159
4	$16,371	$20,054	$23,738
5	$16,780	$20,556	$24,331
6	$17,200	$21,070	$24,940
7	$17,630	$21,596	$25,563
8	$18,070	$22,136	$26,202
9	$18,522	$22,690	$26,857
10	$18,985	$23,257	$27,529
11	$19,460	$23,838	$28,217
12	$19,946	$24,434	$28,922
13	$20,445	$25,045	$29,645
14	$20,956	$25,671	$30,386
15	$21,480	$26,313	$31,146
16	$22,017	$26,971	$31,925
17	$22,567	$27,645	$32,723
18	$23,132	$28,336	$33,541
19	$23,710	$29,045	$34,379
20	$24,303	$29,771	$35,239
21	$24,910	$30,515	$36,120
22	$25,533	$31,278	$37,023
23	$26,171	$32,060	$37,948
24	$26,826	$32,861	$38,897
25	$27,496	$33,683	$39,870
26	$28,184	$34,525	$40,866
27	$28,888	$35,388	$41,888
28	$29,610	$36,273	$42,935
29	$30,351	$37,180	$44,009
30	$31,109	$38,109	$45,109
31	$31,887	$39,062	$46,236
32	$32,684	$40,038	$47,392
33	$33,502	$41,039	$48,577
34	$34,339	$42,065	$49,792
35	$35,198	$43,117	$51,036
36	$36,077	$44,195	$52,312
37	$36,979	$45,300	$53,620
38	$37,904	$46,432	$54,961
39	$38,851	$47,593	$56,335
40	$39,823	$48,783	$57,743
41	$40,818	$50,002	$59,187
42	$41,839	$51,253	$60,666
43	$42,885	$52,534	$62,183
44	$43,957	$53,847	$63,737
45	$45,056	$55,193	$65,331

Salary Range	Minimum	Midpoint	Maximum
46	$46,182	$56,573	$66,964
47	$47,337	$57,988	$68,638
48	$48,520	$59,437	$70,354
49	$49,733	$60,923	$72,113
50	$50,977	$62,446	$73,916
51	$52,251	$64,007	$75,764
52	$53,557	$65,608	$77,658
53	$54,896	$67,248	$79,599
54	$56,269	$68,929	$81,589
55	$57,675	$70,652	$83,629
56	$59,117	$72,418	$85,720
57	$60,595	$74,229	$87,863
58	$62,110	$76,085	$90,059
59	$63,663	$77,987	$92,311
60	$65,254	$79,936	$94,619
61	$66,886	$81,935	$96,984
62	$68,558	$83,983	$99,409
63	$70,272	$86,083	$101,894
64	$72,028	$88,235	$104,441
65	$73,829	$90,441	$107,052
66	$75,675	$92,702	$109,729
67	$77,567	$95,019	$112,472
68	$79,506	$97,395	$115,284
69	$81,494	$99,830	$118,166
70	$83,531	$102,325	$121,120
71	$85,619	$104,884	$124,148
72	$87,760	$107,506	$127,252
73	$89,954	$110,193	$130,433
74	$92,203	$112,948	$133,694
75	$94,508	$115,772	$137,036
76	$96,870	$118,666	$140,462
77	$99,292	$121,633	$143,973
78	$101,774	$124,674	$147,573
79	$104,319	$127,790	$151,262
80	$106,927	$130,985	$155,044
81	$109,600	$134,260	$158,920
82	$112,340	$137,616	$162,893
83	$115,148	$141,057	$166,965
84	$118,027	$144,583	$171,139
85	$120,978	$148,198	$175,418
86	$124,002	$151,903	$179,803
87	$127,102	$155,700	$184,298
88	$130,280	$159,593	$188,906
89	$133,537	$163,583	$193,628
90	$136,875	$167,672	$198,469

Fiscal Year 2009-10 Budget

Authorized Positions by Fiscal Year

Authorized Positions	Number of FTE's			Salary Range		Range
Job Classifications	2007-08	2008-09	2009-10	Min	Max	Number
Administration						
City Manager	1.00	1.00	1.00	5,856	8,491	63
City Clerk	1.00	1.00	0.00	4,463	6,471	52
Deputy Clerk	1.00	1.00	0.00	2,468	3,578	28
Executive Assistant	0.00	1.00	1.00	3,082	4,468	37
Assistant City Manager	1.00	0.00	0.00	4,926	7,143	56
Administrative Svs GM	0.00	0.00	1.00	7,313	10,604	72
Developmental Svs GM	0.00	0.00	1.00	7,313	10,604	72
Community Services GM	0.00	0.00	1.00	7,313	10,604	72
Total	4.00	4.00	5.00			
City Clerks Office						
City Clerk	0.00	0.00	1.00	4,463	6,471	52
Deputy Clerk	0.00	0.00	1.00	2,468	3,578	28
	0.00	0.00	2.00			
Administration - Personnel Division						
Human Resources Director	1.00	1.00	0.00	4,463	6,471	52
Human Resources Manager	0.00	0.00	1.00	3,319	4,812	40
Human Resource Tech.	0.80	0.80	0.80	1,788	2,593	24
Total	1.80	1.80	1.80			
Natural Resources						
Natural Resources Director	0.00	1.00	1.00	4,926	7,143	56
	0.00	1.00	1.00			
Finance Department						
Finance Director	1.00	1.00	0.00	4,689	6,799	54
Accounting/Budget Manager	1.00	1.00	1.00	3,487	5,056	42
Accounting Technician	1.00	1.00	1.00	2,235	3,241	24
Human Resource Tech	0.20	0.20	0.20	447	648	24
Utility Bookkeeper	1.00	1.00	1.00	2,933	4,253	35
Budget Analyst	1.00	1.00	1.00	2,933	4,253	35
Buyer	0.00	0.00	0.00	2,468	3,578	28
Total	5.20	5.20	4.20			
IT Services						
IT Technician	1.00	1.00	1.00	3,487	5,056	42
	1.00	1.00	1.00			
Planning and Zoning						
Community Development Director	1.00	1.00	1.00	4,689	6,799	54
Planner	2.00	2.00	2.00	3,319	4,812	40
Code Enforcement Officer	1.00	1.00	0.00	2,349	3,406	26
Planning Technician	1.00	1.00	1.00	2,349	3,406	26
Administrative Coordinator	0.50	0.50	1.00	2,235	3,241	24
Economic Development Director	1.00	0.00	0.00	1,743	2,528	42
Total	6.50	5.50	5.00			
Economic Development						
Economic Development Director	0.00	1.00	1.00	3,487	5,056	42
	0.00	1.00	1.00			

Fiscal Year 2009-10 Budget

Authorized Positions by Fiscal Year

Authorized Positions	Number of FTE's			Salary Range		Range
Job Classifications	2007-08	2008-09	2009-10	Min	Max	Number
Municipal Court						
Municipal Judge	1.00	1.00	1.00	4,689	6,799	54
Court Administrator	1.00	1.00	1.00	3,159	4,580	38
Court Clerk	4.00	4.00	4.00	2,076	3,010	21
Total	6.00	6.00	6.00			
Legal Department						
Attorney	1.00	0.00	0.00	5,574	8,082	61
Legal Services Coordinator	1.00	0.00	0.00	3,082	4,468	37
Total	2.00	0.00	0.00			
Engineering Services Department						
Public Works Director	1.00	1.00	0.00	4,689	6,799	54
Staff Engineer	1.00	1.00	1.00	3,574	5,182	43
Public Works Inspector	0.50	0.50	1.00	2,468	3,578	28
Administrative Coordinator	1.00	1.00	0.00	2,235	3,241	24
Program Manager	1.00	1.00	0.00	3,319	4,812	40
Building Official	0.00	0.00	1.00	4,043	5,863	48
Building Inspector	0.00	0.00	1.00	2,468	3,578	28
Professional Engineer NEW 66.67%	0.00	0.00	1.00	4,463	6,471	52
Utility Inspector	0.00	0.00	1.00	2,468	3,578	28
Total	4.50	4.50	6.00			
Building Inspection Department						
Building Official	1.00	1.00	0.00	4,043	5,863	48
Building Inspector	1.00	1.00	0.00	2,468	3,578	28
Administrative Coordinator	0.50	0.50	0.00	1,118	1,621	24
Total	2.50	2.50	0.00			
Public Works						
Public Works Director	0.00	0.00	1.00	4,689	6,799	54
Administrative Coordinator	0.00	0.00	1.00	2,235	3,241	24
Program Manager	0.00	0.00	1.00	3,319	4,812	40
	0.00	0.00	3.00			
Police Department						
Police Chief	1.00	1.00	1.00	4,689	6,799	54
Commander	2.00	2.00	2.00	4,248	6,160	50
Sergeant	6.00	7.00	6.00	3,663	5,311	44
PANT Officer	1.00	1.00	1.00	3,082	4,468	37
Police Officer	20.00	19.00	19.00	3,082	4,468	37
School Resource Officer (SRO)	2.00	2.00	2.00	3,082	4,468	37
Property & Evidence Technician	1.00	1.00	1.00	2,349	3,406	26
Police Administrative Technician	1.00	1.00	1.00	2,291	3,322	25
Records Clerk	2.00	2.00	2.00	2,076	3,010	21
System Coordinator	0.50	0.50	0.50	1,296	1,880	30
Terrorism Liaison Officer	0.00	0.00	0.50	1,832	2,656	44
Total	36.50	36.50	36.00			
Police - Animal Control						
Ordinance Enforcement Officer	1.00	1.00	1.00	2,349	3,406	26
Ordinance Enforcement Officer	0.00	0.00	1.00	2,349	3,406	26
Total	1.00	1.00	2.00			

Fiscal Year 2009-10 Budget

Authorized Positions by Fiscal Year

Authorized Positions	Number of FTE's			Salary Range		Range
Job Classifications	2007-08	2008-09	2009-10	Min	Max	Number
Police - Communications Division						
Systems Coordinator	0.50	0.50	0.50	1,296	1,880	30
Communications Supervisor	1.00	1.00	1.00	2,592	3,759	30
Communications Specialist	8.00	8.00	9.00	2,349	3,406	26
Total	9.50	9.50	10.50			
Fire Department						
Fire Chief	1.00	1.00	1.00	4,689	6,799	54
Fire Captain	3.00	3.00	3.00	4,463	6,471	52
Fire Inspector	1.00	1.00	1.00	2,862	4,149	34
Firefighter/Engineer	3.00	3.00	6.00	3,574	5,182	43
Administrative Coordinator	1.00	1.00	1.00	2,235	3,241	24
Fire Marshall	1.00	1.00	1.00	3,663	5,311	44
Firefighter	6.00	6.00	12.00	3,238	4,695	39
Engineer/Lieutenant	0.00	0.00	3.00	3,574	5,182	43
Total	16.00	16.00	28.00			
Parks and Recreation Department						
Parks & Recreation Director	1.00	1.00	0.00	4,689	6,799	54
*Recreational Supervisor	1.00	1.00	1.00	2,724	3,949	32
Administrative Coordinator	1.00	1.00	1.00	2,235	3,241	24
Recreation Program Specialist	1.00	1.00	1.00	2,349	3,406	26
Special Events Coordinator	1.00	1.00	1.00	2,468	3,578	28
** Recreation Coordinator	0.00	0.00	0.00	2,291	3,322	25
Total	5.00	5.00	4.00			
Recreation Department						
Recreation Center Manager	0.00	0.00	1.00	3,849	5,580	46
Aquatics Center Supervisor	0.00	0.00	1.00	3,082	4,468	37
Recreation Center Program Supervisor	0.00	0.00	1.00	3,082	4,468	37
Fitness Center Supervisor	0.00	0.00	1.00	2,407	3,491	27
Facility Maintenance Supervisor	0.00	0.00	1.00	2,407	3,491	27
Facility Maintenance Worker	0.00	0.00	1.00	1,976	2,865	19
Front Desk Supervisor	0.00	0.00	2.00	2,128	3,085	22
Head Life Guard	0.00	0.00	2.00	2,076	3,010	21
Total	0.00	0.00	10.00			
Building Maintenance						
Construction & Maintenance Mgr.	0.90	0.90	1.00	2,773	4,022	37
Construction & Maint. Worker	4.80	4.80	5.00	1,976	2,865	19
Building Maint. Specialist II	1.00	1.00	1.00	2,407	3,491	27
Building Maint. Specialist I	1.00	1.00	1.00	1,976	2,865	19
Total	7.70	7.70	8.00			
Streets Maintenance						
Public Works Maintenance Mgr.	1.00	1.00	1.00	3,082	4,468	37
Public Works Maint. Worker	5.00	5.00	5.00	1,976	2,865	19
Public Works Inspector	0.50	0.50	0.00	1,234	1,789	28
Total	6.50	6.50	6.00			
CAT						
Transportation Manager	1.00	1.00	1.00	3,487	5,056	42
Driver / Dispatcher	2.00	2.00	2.00	2,076	3,010	21
Drivers	7.00	8.00	8.00	1,976	2,865	19
Total	10.00	11.00	11.00			

Fiscal Year 2009-10 Budget

Authorized Positions by Fiscal Year

Authorized Positions	Number of FTE's			Salary Range		Range
Job Classifications	2007-08	2008-09	2009-10	Min	Max	Number
Library Services						
Library Director	1.00	1.00	1.00	4,463	6,471	52
Youth Services Coordinator	1.00	1.00	1.00	2,657	3,853	31
Library Technician	2.00	2.00	2.00	2,128	3,085	22
Library Clerk	6.00	6.00	6.00	1,881	2,727	17
Library Coordinator	1.00	1.00	1.00	3,082	4,468	37
Total	11.00	11.00	11.00			
Cemetery						
Construction & Maintenance Mgr.	0.10	0.10	0.00	308	447	37
Construction & Maint. Worker	0.20	0.20	0.00	198	286	19
Total	0.30	0.30	0.00			
Wastewater Treatment Facility						
Utility Director	0.25	0.25	0.00	1,172	1,700	54
Utilities Administrative Manager	0.00	0.00	0.50	3,945	5,720	47
Operations Manager	0.00	0.00	0.50	3,574	5,182	43
WWTP Superintendent	1.00	1.00	1.00	3,238	4,695	39
WW Operator III	1.00	1.00	1.00	2,407	3,491	27
WW Operator II	3.00	3.00	3.00	2,291	3,322	25
WW Operator I	2.00	2.00	2.00	2,076	3,010	21
Administrative Coordinator	0.25	0.25	0.50	559	810	24
Electrical Instrument Specialist	0.50	0.50	0.50	1,467	2,127	35
Utility Billing Supervisor	0.25	0.25	0.35	1,079	1,564	37
Utility Billing Clerk	1.00	1.00	1.00	1,976	2,865	19
Water/WW Inspector	0.50	0.50	0.00	1,234	1,789	28
Project Coordinator - new	0.00	0.50	0.00	1,659	2,406	40
Total	9.75	10.25	10.35			
Water Distribution System						
Utility Director	0.75	0.75	0.00	3,517	5,099	54
Utilities Administrative Manager	0.00	0.00	0.50	2,959	4,290	47
Operations Manager	0.00	0.00	0.50	2,680	3,886	43
Water Operations & Maint. Mgr.	1.00	1.00	0.00	3,402	4,932	41
Utility Billing Supervisor	0.75	0.75	0.65	2,003	2,904	37
Utility Technician	4.00	4.00	4.00	1,976	2,865	19
Utility Billing Clerk	2.00	2.00	2.00	1,976	2,865	19
Operator I	3.00	3.00	3.00	2,076	3,010	21
Operator II	2.00	2.00	2.00	2,291	3,322	25
Operations Foreman	1.00	1.00	1.00	2,657	3,853	31
Public Works Inspector	0.00	0.00	0.00	2,468	2,468	28
Electrical Instrument Specialist	0.50	0.50	0.50	1,467	2,127	35
Administrative Coordinator	0.75	0.75	0.50	1,118	1,621	24
Water/WW Inspector	0.50	0.50	0.00	1,234	1,789	28
Project Coordinator	0.00	0.50	0.00	3,319	4,812	40
Arsenic Specialist - new 3/4 of year	0.00	0.00	1.00	2,529	3,667	29
Terrorism Liaison Officer - new	0.00	0.00	0.50	1,832	2,656	44
	16.25	16.75	16.15			
Total City-wide Authorized Full-Time Equivalents	163.00	164.00	189.00			

Resolution

Insert Schedule A

Insert Schedule C1

Insert Schedule C2

Insert Schedule C3

Schedule C3

Insert Schedule D

Insert Schedule E

Insert Schedule F

Glossary

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 trust 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., Firefighters Pension and Relief Fund, Cemetery Fund).

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

Franchise Fee - A fee paid by public service business for the special privilege to use city streets, alley 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 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 trust funds.

Greater Arizona Development Authority - Created by the Arizona Legislature to assist local and tribal governments and 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, helping 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).

Governors Alliance Against Drugs (GAAD) - A division of the state's governors 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 service.

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 with 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 Trust 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., Sewer Enterprise Fund, Employee Benefit Trust Fund).

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 and 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.

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 is created out of receipts of specific revenues.

Trust and Agency Funds - Trust and Agency Funds are used to account for assets held by the city in a trustee capacity or as an agent for individuals, private organizations, other governmental units and/or other funds.

Unreserved Fund Balance - Undesignated monies available for appropriations.

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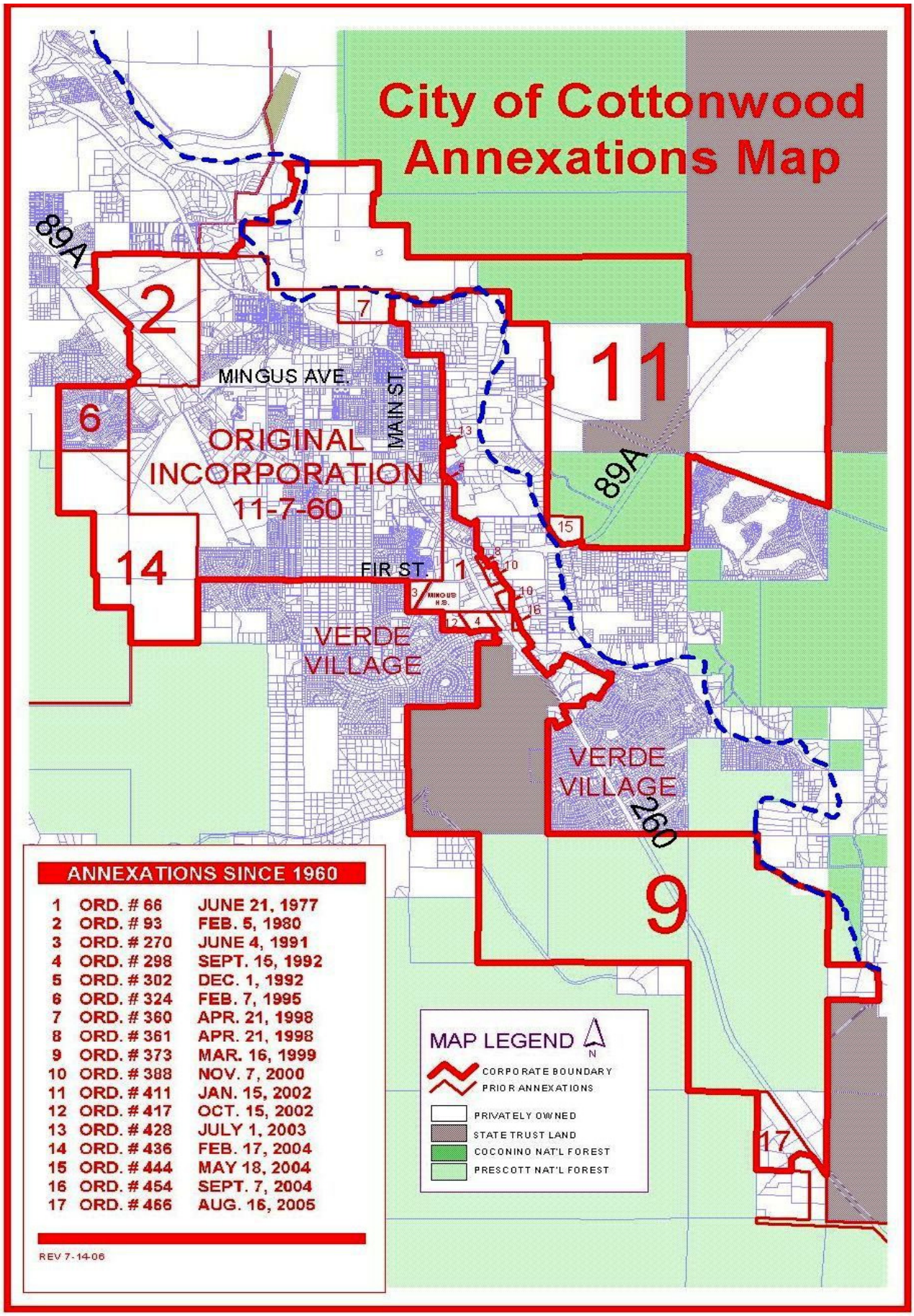
Glossary - Acronyms

AAED - Arizona Association for Economic Development
ACAP - AZ Court Automation Project
ACJIS - AZ Criminal Justice Information System
ADA - American with Disabilities Act
ADOT - Arizona Department of Transportation
ADWR - Arizona Department of Water Resource
AFIS - Automated Fingerprint Identification System
Ag - Agriculture
AIP - Airport Improvements Project
ALF - American LaFrance
ALP - Airport Layout Plan
APS - Arizona Public Service
ARS - Arizona Revised Statutes
A/V - Audio Visual
AWOS - Automatic Weather Observation Station
AZ - Arizona
CAD - Computer Aided Dispatch
CAFR - Comprehensive Annual Financial Report
CAFS - Compressed Air Foam System
CAT - Cottonwood Area Transit
CDBG - Community Development Block Grant
CEDC - Cottonwood Economic Development Council
CFD - Cottonwood Fire Department
CJEF - Criminal Justice Enhancement Fund
CPI - Consumer Price Index
CPR - Cardiac Pulmonary Resuscitation
COC- - Chamber of Commerce
COJET - Committee On Judicial Education and Training
COLA - Cost of Living Adjustment
COPS - Community Oriented Policing Services
CWRF - Clean Water Revolving Fund
DARE - Drug Awareness Resistance Education
DEA - Drug Enforcement Agency
DNS - Domain Name Services
DPS - Department of Public Safety
DUI - Driving Under the Influence
DWRF - Drinking Water Revolving Fund
ED - Economic Development
EEOC - Equal Employment Opportunity Compliance
EMS - Emergency Medical Services
EMT - Emergency Medical Technician
FAA - Federal Aviation Administration
FARE - Fines/fees And Restitution Enforcement
FBO - Fixed Base Operations
FBI - Federal Bureau of Investigation
FEMA - Federal Emergency Management Administration
FHWA - Federal Highway Administration
FLSA - Fair Labor Standards Act
FmHA - Farmers Home Administration
FSA - Flexible Spending Account
FTE - Full Time Equivalent
FY - Fiscal Year
GO Bond - General Obligation Bond
GAAP - Generally Accepted Accounting Principles
GAAD - Governor's Alliance Against Drugs
GADA - Greater Arizona Development Authority
GASB - Government Accounting Standards Board
GFOA - Government Finance Officers Association
HDHP - High Deductible Health Plan
HELP - Highway Expansion and Extension Loan Program
HIPAA - Health Insurance Portability & Accountability Act
HR - Human Resources
HSA - Health Saving Account
HURF - Highway User Revenue Fund
ICC - International Code Council
ID - Identification
ISCO -
ISO - Insurance Service Organization
ISTEA - Intermodal Surface Transportation Efficiency Act
JCEF - Judicial Collection Enhancement Fund
LDH - Large Diameter Hose
LLBG - Local Law Enforcement Block Grant
LTAF - Local Transportation Assistance Fund
M&O - Maintenance & Operations
MATForce - MethAmphethmine Task Force
MPC - Municipal Property Corporation
MV - Motor Vehicle
MVD - Motor Vehicle Division
NACOG - Northern Arizona Council of Governments
NAIPTA - Northern Arizona Inter-Governmental Public Transit Authority
NAU - Northern Arizona University
NCIC - National Crime Information Center
NFPA - National Fire Protection Association
NIMS - National Incident Management System
NRMSIR - Nationally Recognized Municipal Securities Information Repository
OFA - Object Free Area
OSC - Orders to Show Cause
OSHA - Occupational Safety & 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
P&Z - Planning and Zoning
REDI - Rural Economic Development Initiative
SAFER - Staffing for Adequate Fire Emergency Response
SCBA - Self Contained Breathing Apparatus
SHPO - State Historical Preservation Office
SLIM - Specialty Light Manufacturing Association of Yavapai County
SR - State Route
SRO - School Resource Officer
SWAT - Strategic Weapons Attack Team
TIP- Trauma Intervention Program

Glossary - Acronyms

US - United States
USEPA - United States Environmental Protection Agency
VVAC - Verde Valley Arts Council
VVEBP- Verde Valley Employee Benefits Pool
VVL - Verde Valley Leadership
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


City of Cottonwood
Annexations Map
89A
2
7
MINGUS AVE.
MAIN ST.
11
6
ORIGINAL
INCORPORATION
11-7-60
13
5
89A
15
14
FIR ST.
1
8
10
3
MINGUS H.S.
10
16
2
4
VERDE
VILLAGE
VERDE
VILLAGE
260
9
17
ANNEXATIONS SINCE 1960
1 ORD. # 66 JUNE 21, 1977
2 ORD. # 93 FEB. 5, 1980
3 ORD. # 270 JUNE 4, 1991
4 ORD. # 298 SEPT. 15, 1992
5 ORD. # 302 DEC. 1, 1992
6 ORD. # 324 FEB. 7, 1995
7 ORD. # 360 APR. 21, 1998
8 ORD. # 361 APR. 21, 1998
9 ORD. # 373 MAR. 16, 1999
10 ORD. # 388 NOV. 7, 2000
11 ORD. # 411 JAN. 15, 2002
12 ORD. # 417 OCT. 15, 2002
13 ORD. # 428 JULY 1, 2003
14 ORD. # 436 FEB. 17, 2004
15 ORD. # 444 MAY 18, 2004
16 ORD. # 454 SEPT. 7, 2004
17 ORD. # 466 AUG. 16, 2005
REV 7-14-06
MAP LEGEND
N
CORPORATE BOUNDARY
PRIOR ANNEXATIONS
PRIVATELY OWNED
STATE TRUST LAND
COCONINO NAT'L FOREST
PRESCOTT NAT'L FOREST