

OFFICIAL BUDGET FORMS
CITY OF COTTONWOOD - FINAL
Fiscal Year 2022



“Inspiring a Vibrant Community”

CITY OF COTTONWOOD - FINAL

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Fiscal Year 2022

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RESOLUTION NUMBER 3103

A RESOLUTION OF THE MAYOR AND CITY COUNCIL OF THE CITY OF COTTONWOOD, YAVAPAI COUNTY, ARIZONA, ADOPTING THE FINAL BUDGET FOR FISCAL YEAR 2021-2022 AND ESTABLISHING AN EXPENDITURE LIMITATION.

WHEREAS, in accordance with the provisions of Arizona Revised Statutes (A.R.S.) Title 42, Chapter 17 Articles 1-5, the City Council of the City of Cottonwood, Arizona, on June 15, 2021, made an estimate of the different amounts required to meet the public expenditures/expenses for the ensuing year; and

WHEREAS, in accordance with said sections of said title, and following due public notice, the Council met on June 15, 2021, at which meeting any citizen was privileged to appear and be heard in favor of or against any of the proposed expenditures/expenses; and

WHEREAS, publication has been duly made as required by law of said estimates, together with a notice that the City Council would meet on June 15, 2021, for the purpose of hearing citizen's comments; and

WHEREAS, the document outlining said expenditures/expenses for the ensuing year is on file with the office of the City Clerk of the City of Cottonwood, Arizona, is hereby referred to, adopted, and made a part hereof as fully set forth in this resolution as the official annual budget of the City of Cottonwood for the fiscal year beginning July 1, 2021, and ending June 30, 2022.

NOW, THEREFORE, BE IT RESOLVED BY THE MAYOR AND CITY COUNCIL OF THE CITY OF COTTONWOOD, YAVAPAI COUNTY, ARIZONA:

THAT, the said estimates of revenues and expenditures/expenses and accompanying schedules, as now increased, reduced, or changed are hereby adopted as the budget of the City of Cottonwood, Arizona, for fiscal year 2021-2022, and establishing an expenditure limitation of \$120,593,060.

PASSED AND ADOPTED BY THE CITY COUNCIL AND APPROVED BY THE MAYOR OF THE CITY OF COTTONWOOD, YAVAPAI COUNTY, ARIZONA, THIS 6TH OF JULY 2021.

Doug Hulse Vice Mayor
Doug Hulse, Vice Mayor

ATTEST:

M. Jiménez
Marianne Jiménez, City Clerk

APPROVED AS TO FORM:

WBH
Steven B. Horton, Esq.
City Attorney

CITY OF COTTONWOOD - FINAL
Summary Schedule of Estimated Revenues and Expenditures/Expenses
Fiscal Year 2022

Fiscal Year	S c h	FUNDS								
		General Fund	Special Revenue Fund	Debt Service Fund	Capital Projects Fund	Fudiciary Fund	Enterprise Funds Available	Internal Service Funds	Total All Funds	
2021	Adopted/Adjusted Budgeted Expenditures/Expenses*	E 1	43,419,755	14,317,670	2,011,050	1,201,340	298,125	18,220,910	0	79,468,850
2021	Actual Expenditures/Expenses**	E 2	42,596,210	12,933,475	2,008,470	1,190,500	285,105	16,633,315	0	75,647,075
2022	Fund Balance/Net Position at July 1***		11,790,640	4,555,085	360,160	1,180,125	276,305	26,179,915		44,342,230
2022	Primary Property Tax Levy	B 4	0							0
2022	Secondary Property Tax Levy	B 5								0
2022	Estimated Revenues Other than Property Taxes	C 6	47,611,920	12,832,950	1,645,725	621,075	13,000	13,526,160	0	76,250,830
2022	Other Financing Sources	D 7	0	0	0	0	0	0	0	0
2022	Other Financing (Uses)	D 8	0	0	0	0	0	0	0	0
2022	Interfund Transfers In	D 9	0	1,614,450	0	0	0	0	0	1,614,450
2022	Interfund Transfers (Out)	D 10	1,549,180	65,270	0	0	0	0	0	1,614,450
2022	Reduction for Amounts Not Available:									
LESS:	Amounts for Future Debt Retirement:									0
	Future Capital Projects		1,634,825	233,830	360,260	681,200	280,505	22,135,165		25,325,785
	Maintained Fund Balance for Financial Stability		446,300							446,300
	Amounts for Operating Reserve Policies		5,771,120							5,771,120
										0
2022	Total Financial Resources Available		50,001,135	18,703,385	1,645,625	1,120,000	8,800	17,570,910	0	89,049,855
2022	Budgeted Expenditures/Expenses	E 13	59,402,560	17,388,035	2,005,885	1,801,200	289,305	39,706,075	0	120,593,060

EXPENDITURE LIMITATION COMPARISON

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

	2021	2022
1	\$ 79,468,850	\$ 120,593,060
2		
3	79,468,850	120,593,060
4		
5	\$ 79,468,850	\$ 120,593,060
6		

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

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

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

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

CITY OF COTTONWOOD - FINAL
Revenues Other Than Property Taxes
Fiscal Year 2022

SOURCE OF REVENUES	ESTIMATED REVENUES 2021	ACTUAL REVENUES* 2021	ESTIMATED REVENUES 2022
GENERAL FUND			
Local taxes			
City Sales Tax	\$ 12,906,350	\$ 16,003,760	16,422,730
Bed Tax	235,025	361,685	368,920
Utility Tax	290,180	375,775	383,290
Franchises	397,000	398,320	407,180
Licenses and permits			
Business Licenses	85,000	90,900	90,900
Construction Permits	280,000	285,600	286,000
Planning & Zoning Fees	121,180	120,075	127,000
Intergovernmental			
Federal Revenue	258,920	353,070	348,825
State Revenue	2,923,780	3,036,550	3,037,410
County (including Motor Vehicle Tax)	824,360	933,450	937,585
Other Entities			
Charges for services			
Dispatch & Spillman Services	919,300	919,300	965,270
Recreation Fees	787,500	432,560	958,700
Animal Control Fees	3,000	500	800
Other Services			
Fines and forfeits			
Municipal Court	240,040	237,020	236,550
Interest on investments			
Interest Income	25,000	80,000	65,000
In-lieu property taxes			
Contributions			
Voluntary contributions	4,000	2,000	2,000
Miscellaneous			
Miscellaneous Income	194,335	260,280	423,160
Lease Proceeds			
Rentals	9,600	13,600	13,600
Other Financing Sources	1,259,300	22,439,900	22,537,000
Total General Fund	\$ 21,763,870	\$ 46,344,345	\$ 47,611,920

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

**CITY OF COTTONWOOD - FINAL
Revenues Other Than Property Taxes
Fiscal Year 2022**

SOURCE OF REVENUES	ESTIMATED REVENUES 2021	ACTUAL REVENUES* 2021	ESTIMATED REVENUES 2022
SPECIAL REVENUE FUNDS			
HIGHWAY USER REVENUE FUNDS			
Fuel Tax	\$ 1,037,110	\$ 1,125,250	1,058,260
Additional Sales Tax	1,245,815	1,356,975	1,391,215
Federal Grants	390,750	413,745	
State Grants			
Other Income	18,000	750,070	309,195
Total Street Maintenance & Construction	\$ 2,691,675	\$ 3,646,040	\$ 2,758,670
COTTONWOOD AREA TRANSIT SYSTEM			
Intergovernmental			
State Grant	\$ 2,596,930	2,703,560	2,074,900
City Sales Tax	166,495		308,280
Other Entities	496,635	50,000	292,070
Charges for services			
Fare Box	\$ 223,850	-	51,350
Miscellaneous			
Other Income	\$	1,025	-
Total Cottonwood Area Transit System	\$ 3,483,910	\$ 2,754,585	\$ 2,726,600
LIBRARY FUND			
Intergovernmental			
County Library	\$ 168,210	164,740	163,810
Charges for services			
Collection Income	\$ 18,000	5,020	2,500
Interest on investment			
Interest Income	\$ 60	200	200
Miscellaneous			
Other Income (including grants)	\$ 17,500	\$ 4,000	1,062,870
Total Library Fund	\$ 203,770	\$ 173,960	\$ 1,229,380
CEMETERY			
Charges for services			
Sale of Grave Liners	\$ 200		600
Uses of monies & properties			
Other Income	100,400		434,700
Total Cemetery	\$ 100,600	\$	435,300
AIRPORT			
Intergovernmental			
Federal Grants	277,735	281,240	421,160
Charges for services			
Fuel Sales & Oil Sales	\$		
Uses of monies & properties			
Rental & Leases	\$ 97,745	100,600	166,595
Other Income	85,550		191,415
Total Airport Authority	\$ 461,030	\$ 381,840	\$ 779,170
OTHER GRANTS			
Intergovernmental Revenues	\$ 2,474,350	\$ 1,566,845	2,910,715
Total Other Grants Fund	\$ 2,474,350	\$ 1,566,845	\$ 2,910,715
COMMUNITY DEVELOPMENT BLOCK GRANTS			
Intergovernmental			
Federal Grants	\$ 266,900	47,540	1,993,115
Other Entities	-		
Total Community Development Block Grants	\$ 266,900	47,540	1,993,115
Total Special Revenue Funds	\$ 9,682,235	\$ 4,482,685	\$ 12,832,950

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

CITY OF COTTONWOOD - FINAL
Revenues Other Than Property Taxes
Fiscal Year 2022

SOURCE OF REVENUES	ESTIMATED REVENUES 2021	ACTUAL REVENUES* 2021	ESTIMATED REVENUES 2022
Fiduciary Funds			
EXPENDABLE TRUST FUNDS			
Health & Benefits Trust Fund	\$ 700	-	-
Alternative Pension Fund	20,000	13,000	13,000
Total Expendable Trust Funds	\$ 20,700	\$ 13,000	\$ 13,000
DEBT SERVICE FUNDS			
Local Taxes			
City Sales Tax	\$ 1,644,160	\$ 1,644,160	1,645,625
Charges for services			
Water User Fees - Debt Service	\$	\$	
Interest			
Interest Income	\$ 650	\$ 100	100
Total Debt Service Funds	\$ 1,644,810	\$ 1,644,260	\$ 1,645,725
CAPITAL PROJECTS FUNDS			
Intergovernmental			
Federal Grants	\$ -	\$ -	-
State Grants	-	-	-
County Revenue	143,000	50,690	315,000
City Sales Tax	241,525	286,090	294,675
Miscellaneous			
Other Income	\$ -	\$ -	\$
Interest Income	3,150	11,400	11,400
Total Capital Projects Funds	\$ 387,675	\$ 348,180	\$ 621,075
ENTERPRISE FUNDS			
WASTEWATER			
City Sales Tax	\$ -	\$ -	-
User Fees	3,355,530	3,839,335	4,116,500
Interest Income	26,000	10,230	12,000
Other Financing Sources			
Other Income	84,500	141,335	160,800
Total Wastewater Enterprise	\$ 3,466,030	\$ 3,990,900	\$ 4,289,300
WATER			
City Sales Tax	\$ -	\$ -	-
User Fees	7,907,550	8,302,765	8,528,095
Interest Income	195,550	67,370	80,400
Clarkdale Reimbursements			
Other Income	624,215	630,965	628,365
Total Water Enterprise	\$ 8,727,315	\$ 9,001,100	\$ 9,236,860
Total Enterprise Funds	\$ 12,193,345	\$ 12,992,000	\$ 13,526,160
TOTAL ALL FUNDS	\$ 45,692,635	\$ 65,824,470	\$ 76,250,830

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

CITY OF COTTONWOOD - FINAL
Other Financing Sources/(Uses) and Interfund Transfers
Fiscal Year 2022

FUND	OTHER FINANCING 2022		INTERFUND TRANSFERS 2022	
	SOURCES	(USES)	IN	(OUT)
GENERAL FUND				
Operating Transfer Out - HURF	\$	\$	\$	\$ 305,695
Operating Transfer Out - Transit				
Operating Transfer Out - Library				985,870
Operating Transfer Out - Cemetery				66,200
Operating Transfers Out - Airport				191,415
Operating Transfer Out - Grants				
Operating Reserves				
	\$	\$	\$	\$ 1,549,180
SPECIAL REVENUE FUNDS				
Transfer Out Airport - Airport Improvements	\$	\$	\$	\$ 65,270
Transfer in Airport Improvements - Airport Fund			65,270	
Transfer in to Grant fund - CIP Fund				
Operating Transfer In for Library - General Fund			985,870	
Operating Transfer in for Cemetery - General Fund			66,200	
Operating Transfer in for HURF - General Fund			305,695	
Operating Transfer in for Grant-General Fund				
Operating Transfer in for Airport			191,415	
Total Special Revenue Funds	\$	\$	\$ 1,614,450	\$ 65,270
DEBT SERVICE FUNDS				
	\$	\$	\$	\$
Total Debt Service Funds	\$	\$	\$	\$
CAPITAL PROJECTS FUNDS				
Operating Transfers Out - Grant Funds	\$	\$	\$	\$
Total Capital Projects Funds	\$	\$	\$	\$
PERMANENT FUNDS				
	\$	\$	\$	\$
Total Permanent Funds	\$	\$	\$	\$
ENTERPRISE FUNDS				
Indirect Costing - Water			\$	\$
Indirect Costing - Wastewater				
Total Enterprise Funds	\$	\$	\$	\$
INTERNAL SERVICE FUNDS				
	\$	\$	\$	\$
Total Internal Service Funds	\$	\$	\$	\$
TOTAL ALL FUNDS	\$	\$	\$ 1,614,450	\$ 1,614,450

**CITY OF COTTONWOOD - FINAL
Expenditures/Expenses by Fund
Fiscal Year 2022**

FUND/DEPARTMENT	ADOPTED BUDGETED EXPENDITURES/ EXPENSES 2021	EXPENDITURE/ EXPENSE ADJUSTMENTS APPROVED 2021	ACTUAL EXPENDITURES/ EXPENSES* 2021	BUDGETED EXPENDITURES/ EXPENSES 2022
GENERAL FUND				
Administration	\$ 657,140	\$	\$ 651,765	\$ 584,540
Human Resources	283,765		321,540	311,225
City Council	5,218,385	(3,846,830)	255,410	13,855,300
Natural Resource Project				
City Clerk	261,780		275,435	269,300
Finance	489,685		460,365	487,260
IT Services	1,134,250		1,111,300	1,423,400
Purchasing	113,360		118,445	116,460
Community Development	642,865		694,860	774,355
Economic Development	390,210		316,830	393,740
Municipal Court	568,245		502,755	584,520
Legal	404,460		396,495	426,805
Non-Departmental	477,965		777,065	940,900
Engineering	362,850		453,255	429,800
Building Maintenance	535,040		591,380	886,580
Custodial				
Public Works	234,620		225,615	215,020
Police	6,065,570	15,000,000	21,871,445	21,711,390
Ordinance Enforcement	225,080		222,370	228,595
Communications	1,845,200		1,716,075	1,857,200
Fire	3,518,670	5,000,000	8,654,900	10,132,820
Parks & Recreation	612,475		353,335	744,855
Recreation Center	1,191,580		1,040,255	1,161,280
Transfer Station	1,500		1,255	1,500
Pool	127,020		175,625	170,150
Youth Center	139,450		75,740	146,385
Operating Transfers	1,765,420		1,332,695	1,549,180
Total General Fund	\$ 27,266,585	\$ 16,153,170	\$ 42,596,210	\$ 59,402,560
SPECIAL REVENUE FUNDS				
Highway User Revenue Fund-HU	\$ 5,778,415	\$	\$ 6,614,410	\$ 5,876,915
Cottonwood Area Transit-CAT / LYN	3,483,910		2,967,900	2,756,715
Library	1,063,630		1,073,945	1,229,380
Cemetery	208,850		63,000	435,300
Airport Fund	212,490		264,820	358,010
Grants	3,303,475		1,901,860	4,738,600
Community Development Block Grant	266,900		47,540	1,993,115
Total Special Revenue Funds	\$ 14,317,670	\$	\$ 12,933,475	\$ 17,388,035
DEBT SERVICE FUNDS				
Debt Service	\$ 2,011,050	\$	\$ 2,008,470	\$ 2,005,885
Total Debt Service Funds	\$ 2,011,050	\$	\$ 2,008,470	\$ 2,005,885
CAPITAL PROJECTS FUNDS				
Capital Projects Fund	\$ 1,201,340	\$	\$ 1,190,500	\$ 1,801,200
Total Capital Projects Funds	\$ 1,201,340	\$	\$ 1,190,500	\$ 1,801,200
FIDUCIARY FUNDS				
Volunteer Firefighter Fund	\$ 234,090	\$	\$ 216,475	\$ 220,675
Health Fund	64,035		68,630	68,630
Total Permanent Funds	\$ 298,125	\$	\$ 285,105	\$ 289,305
ENTERPRISE FUNDS				
Wastewater Treatment	\$ 7,344,940	\$	\$ 7,632,215	\$ 8,353,670
Water System Operations	27,029,140	(16,153,170)	9,001,100	31,352,405
Total Enterprise Funds	\$ 34,374,080	\$ (16,153,170)	\$ 16,633,315	\$ 39,706,075
TOTAL ALL FUNDS	\$ 79,468,850	\$	\$ 75,647,075	\$ 120,593,060

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

CITY OF COTTONWOOD - FINAL
Full-Time Employees and Personnel Compensation
Fiscal Year 2022

FUND	Full-Time Equivalent (FTE)	Employee Salaries and Hourly Costs	Retirement Costs	Healthcare Costs	Other Benefit Costs	Total Estimated Personnel Compensation
	2022	2022	2022	2022	2022	2022
GENERAL FUND	150	\$ 10,256,436	\$ 2,740,620	\$ 1,272,174	\$ 275,000	\$ 14,544,230
SPECIAL REVENUE FUNDS						
Airport	1	\$ 94,670	11,750		27,440	\$ 133,860
Highway User Revenue fund -HURF	6	\$ 231,450	33,340	67,640	103,550	\$ 435,980
Cottonwood Area Transit - CAT/Lynx	19	967,480	119,870	228,840	133,350	1,449,540
Library	8	403,810	43,907	113,480	34,983	596,180
Total Special Revenue Funds	33	\$ 1,602,740	\$ 197,117	\$ 409,960	\$ 271,883	\$ 2,615,560
DEBT SERVICE FUNDS						
		\$	\$	\$	\$	\$
Total Debt Service Funds		\$	\$	\$	\$	\$
CAPITAL PROJECTS FUNDS						
		\$	\$	\$	\$	\$
Total Capital Projects Funds		\$	\$	\$	\$	\$
PERMANENT FUNDS						
		\$	\$	\$	\$	\$
Total Permanent Funds		\$	\$	\$	\$	\$
ENTERPRISE FUNDS						
Wastewater Treatment	11	\$ 610,080	75,710	201,620	4,240	\$ 891,650
Water System Operations	25	1,364,640	170,020	431,980	18,580	1,985,220
Total Enterprise Funds	36	\$ 1,974,720	\$ 245,730	\$ 633,600	\$ 22,820	\$ 2,876,870
INTERNAL SERVICE FUND						
		\$	\$	\$	\$	\$
Total Internal Service Fund		\$	\$	\$	\$	\$
TOTAL ALL FUNDS	219	\$ 13,833,896	\$ 3,183,467	\$ 2,315,734	\$ 569,703	\$ 20,036,660