

OFFICIAL BUDGET FORMS
TOWN OF GUADALUPE-TENTATIVE BUDGET
Fiscal Year 2017

TOWN OF GUADALUPE-TENTATIVE BUDGET

TABLE OF CONTENTS

Fiscal Year 2017

Resolution for the Adoption of the Budget

Schedule A—Summary Schedule of Estimated Revenues and Expenditures/Expenses

Schedule B—Tax Levy and Tax Rate Information (N/A)

Schedule C—Revenues Other Than Property Taxes

Schedule D—Other Financing Sources/<Uses> and Interfund Transfers

Schedule E—Expenditures/Expenses by Fund

Schedule F—Expenditures/Expenses by Department (N/A)

Schedule G—Full-Time Employees and Personnel Compensation

TOWN OF GUADALUPE-TENTATIVE BUDGET
Summary Schedule of Estimated Revenues and Expenditures/Expenses
Fiscal Year 2017

Fiscal Year	S c h	FUNDS								Internal Service Funds	Total All Funds
		General Fund	Special Revenue Fund	Debt Service Fund	Capital Projects Fund	Permanent Fund	Enterprise Funds Available				
2016	Adopted/Adjusted Budgeted Expenditures/Expenses*	7,508,534	5,132,339	290,700	19,043	0	654,903	0	0	13,605,519	
2016	Actual Expenditures/Expenses**	5,361,910	780,218	290,700	19,084	0	532,727	0	0	6,984,639	
2017	Fund Balance/Net Position at July 1***	703,156	91,641		0		1,620,522			2,415,319	
2017	Primary Property Tax Levy	0								0	
2017	Secondary Property Tax Levy									0	
2017	Estimated Revenues Other than Property Taxes	7,711,482	4,928,696		0	0	516,211	0	0	13,155,389	
2017	Other Financing Sources	0	0	0	0	0	0	0	0	0	
2017	Other Financing (Uses)	0	0	0	0	0	0	0	0	0	
2017	Interfund Transfers In	0	145,875	289,300	0	0	0	0	0	435,175	
2017	Interfund Transfers (Out)	435,175	0	0	0	0	0	0	0	435,175	
2017	Reduction for Amounts Not Available:										
LESS:	Amounts for Future Debt Retirement:									0	
										0	
										0	
										0	
										0	
2017	Total Financial Resources Available	7,979,463	5,166,212	289,300	0	0	2,135,733	0	0	15,570,708	
2017	Budgeted Expenditures/Expenses	7,690,695	5,138,674	289,300	0	0	773,909	0	0	13,892,578	

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

	2016	2017
1. Budgeted expenditures/expenses	\$ 13,605,519	\$ 13,892,578
2. Add/subtract: estimated net reconciling items		
3. Budgeted expenditures/expenses adjusted for reconciling items	13,605,519	13,892,578
4. Less: estimated exclusions		
5. Amount subject to the expenditure limitation	\$ 13,605,519	\$ 13,892,578
6. EEC expenditure limitation	\$	\$

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

* Includes Expenditure/Expense Adjustments Approved in 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).

TOWN OF GUADALUPE-TENTATIVE BUDGET
Revenues Other Than Property Taxes
Fiscal Year 2017

SOURCE OF REVENUES	ESTIMATED REVENUES 2016	ACTUAL REVENUES* 2016	ESTIMATED REVENUES 2017
GENERAL FUND			
Local taxes			
Privilege Tax	\$ 1,567,486	\$ 1,646,681	\$ 1,655,208
Occupancy Tax	360,766	447,349	360,766
Franchise Tax	21,000	26,652	21,000
Licenses and permits			
Operating Licenses	13,000	25,000	13,000
Permits	15,000	99,800	15,000
Billboard Revenues	70,000	60,200	70,000
Intergovernmental			
State	1,177,597	1,192,597	1,332,278
County	218,287	218,287	240,141
Other Revenue from Government Agencies	3,746,200	1,831,639	3,721,200
Charges for services			
Rents & Concessions	75,089	84,810	75,089
Ballfield Fees	3,000	3,491	3,000
Fines and forfeits			
Court Fines	151,000	69,418	86,000
Interest on investments			
Interest Earnings	200	2,674	200
Miscellaneous			
Miscellaneous	118,600	150,417	118,600
Total General Fund	\$ 7,537,225	\$ 5,859,015	\$ 7,711,482

* 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.

TOWN OF GUADALUPE-TENTATIVE BUDGET
Revenues Other Than Property Taxes
Fiscal Year 2017

SOURCE OF REVENUES	ESTIMATED REVENUES 2016	ACTUAL REVENUES* 2016	ESTIMATED REVENUES 2017
SPECIAL REVENUE FUNDS			
HURF Allocation and Interest	\$ 344,938	\$ 339,576	\$ 388,820
State and Federal Grants	708,000		708,000
	\$ 1,052,938	\$ 339,576	\$ 1,096,820
LTAF Allocation	\$ 16,296	\$ 16,296	\$ 16,296
	\$ 16,296	\$ 16,296	\$ 16,296
Senior Center Grant (Area Agency on Aging)	\$ 146,139	\$ 217,042	\$ 146,139
CAP Grant (Marcopa County Human Services)	65,000	109,157	35,000
Community Development Grants	2,631,340	8,725	2,631,340
Youth Program Grants	311,963		311,963
Other Grants	691,138	2,459	691,138
	\$ 3,845,580	\$ 337,383	\$ 3,815,580
Total Special Revenue Funds	\$ 4,914,814	\$ 693,255	\$ 4,928,696

* 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.

CAPITAL PROJECTS FUNDS

Capital Projects Fund	\$	\$	\$
Impact Fee Fund			
	\$	\$	\$
Total Capital Projects Funds	\$	\$	\$

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

ENTERPRISE FUNDS

Sewer Enterprise Fees	\$ 76,000	\$ 106,400	\$ 76,000
Tianguis Enterprise Rents	116,208	133,900	116,208
Refuse Collection Fees	323,003	354,905	323,003
	\$ 515,211	\$ 595,205	\$ 515,211
Total Enterprise Funds	\$ 515,211	\$ 595,205	\$ 515,211

* 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.

TOTAL ALL FUNDS \$ 12,967,250 \$ 7,147,475 \$ 13,155,389

TOWN OF GUADALUPE-TENTATIVE BUDGET
Other Financing Sources/<Uses> and Interfund Transfers
Fiscal Year 2017

FUND	OTHER FINANCING 2017		INTERFUND TRANSFERS 2017	
	SOURCES	<USES>	IN	<OUT>
GENERAL FUND				
	\$	\$	\$	\$ 435,175
Total General Fund	\$	\$	\$	\$ 435,175
SPECIAL REVENUE FUNDS				
Senior Center (Area Agency on Aging)	\$	\$	\$ 91,173	\$
Community Action Program			54,702	
Total Special Revenue Funds	\$	\$	\$ 145,875	\$
DEBT SERVICE FUNDS				
Municipal Property Corporation	\$	\$	\$ 289,300	\$
Total Debt Service Funds	\$	\$	\$ 289,300	\$
TOTAL ALL FUNDS	\$	\$	\$ 435,175	\$ 435,175

TOWN OF GUADALUPE-TENTATIVE BUDGET
Expenditures/Expenses by Fund
Fiscal Year 2017

DEPARTMENT/FUND	ADOPTED BUDGETED EXPENDITURES/ EXPENSES 2016	EXPENDITURE/ EXPENSE ADJUSTMENTS APPROVED 2016	ACTUAL EXPENDITURES/ EXPENSES* 2016	BUDGETED EXPENDITURES/ EXPENSES 2017
GENERAL FUND				
Mayor & Council	\$ 41,675	\$	\$ 40,425	\$ 85,258
Municipal Court	241,780		222,438	231,815
Town Manager	113,263		64,560	100,549
Finance Department	139,520		118,592	137,524
Town Clerk	86,167		72,827	94,551
Community Development Department	33,783		77,025	42,286
Building Inspection Department	16,995		50,305	36,120
Building Maintenance Department	74,184		70,475	74,663
Fire Department	1,949,470		1,150,187	1,954,294
Cemetery Department	15,514		14,428	20,325
Parks Department	119,602		107,641	127,199
Youth Recreation	2,500		1,350	2,500
Library Building Maintenance	9,280		8,723	9,280
Administration	505,301		252,650	432,779
Town Attorney	96,000		95,600	103,000
Information Technology	36,831		33,516	39,831
Police Department	1,476,669		1,476,668	1,698,721
Capital Outlay	2,550,000		1,504,500	2,500,000
Contingency				
Total General Fund	\$ 7,508,534	\$	\$ 5,361,910	\$ 7,690,695
SPECIAL REVENUE FUNDS				
Highway User Revenue Fund	\$ 1,112,298	\$	\$ 411,550	\$ 1,146,149
Local Transportation Asst. Fund	28,185		31,285	31,070
Senior Center Operations	233,378		217,042	237,312
Community Action Program	124,037		109,157	89,702
Community Development	2,631,340		8,725	2,631,340
Youth Programs	311,963			311,963
Other Grants	691,138		2,459	691,138
Total Special Revenue Funds	\$ 5,132,339	\$	\$ 780,218	\$ 5,138,674
DEBT SERVICE FUNDS				
MPC Bond Payments	\$ 290,700	\$	\$ 290,700	\$ 289,300
Total Debt Service Funds	\$ 290,700	\$	\$ 290,700	\$ 289,300
CAPITAL PROJECTS FUNDS				
Capital Projects Fund & Impact	\$ 19,043	\$	\$ 19,084	\$
Total Capital Projects Funds	\$ 19,043	\$	\$ 19,084	\$
ENTERPRISE FUNDS				
Sewer Enterprise	\$ 112,074	\$	\$ 40,346	\$ 209,170
Tianguis Enterprise	207,485		180,512	229,395
Refuse Collection	335,344		311,869	335,344
Total Enterprise Funds	\$ 654,903	\$	\$ 532,727	\$ 773,909
TOTAL ALL FUNDS	\$ 13,605,519	\$	\$ 6,984,639	\$ 13,892,578

* 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.

TOWN OF GUADALUPE-TENTATIVE BUDGET
Full-Time Employees and Personnel Compensation
Fiscal Year 2017

FUND	Full-Time Equivalent (FTE) 2017	Employee Salaries and Hourly Costs 2017	Retirement Costs 2017	Healthcare Costs 2017	Other Benefit Costs 2017	Total Estimated Personnel Compensation 2017
GENERAL FUND	13	\$ 677,605	\$ 119,750	\$ 96,967	\$ 121,139	\$ 1,015,461
SPECIAL REVENUE FUNDS						
Highway Users Revenue Fund	3	\$ 144,562	\$ 12,835	\$ 25,967	\$ 14,850	\$ 198,214
Local Trans. Assistance Fund	1	17,236	1,918	1,793	1,957	22,904
Senior Center	4	97,147	9,835	10,806	10,265	
Com. Action Program	2	52,616	6,040	14,969	4,901	
Youth Programs						
Community Development						
Total Special Rev. Funds	10	\$ 311,561	\$ 30,628	\$ 53,535	\$ 31,973	\$ 221,118
ENTERPRISE FUNDS						
Sewer Enterprise	1	\$ 34,328	\$ 2,866	\$ 6,533	\$ 5,549	\$ 49,276
Tianguis Business Complex	1	37,671	2,278	5,306	4,952	50,207
Total Enterprise Funds	2	\$ 71,999	\$ 5,144	\$ 11,839	\$ 10,501	\$ 99,483
TOTAL ALL FUNDS	24	\$ 1,061,165	\$ 155,522	\$ 162,341	\$ 163,613	\$ 1,336,062