

**OFFICIAL BUDGET FORMS**  
**TOWN OF GUADALUPE-TENTATIVE BUDGET**  
**Fiscal Year 2018**

# **TOWN OF GUADALUPE-TENTATIVE BUDGET**

## **TABLE OF CONTENTS**

**Fiscal Year 2018**

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

## Fiscal Year 2018

EXPENDITURE LIMITATION COMPARISON		
	2017	2018
1. Budgeted expenditures/expenses	\$ 13,892,578	\$ 12,760,999
2. Add/subtract: estimated net reconciling items		
3. Budgeted expenditures/expenses adjusted for reconciling items	13,892,578	12,760,999
4. Less: estimated exclusions		
5. Amount subject to the expenditure limitation	\$ 13,892,578	\$ 12,760,999
6. EEC expenditure limitation	\$	\$

The 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.

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

<sup>\*\*\*</sup> 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 2018**

<b>SOURCE OF REVENUES</b>	<b>ESTIMATED REVENUES 2017</b>	<b>ACTUAL REVENUES* 2017</b>	<b>ESTIMATED REVENUES 2018</b>
<b>GENERAL FUND</b>			
<b>Local taxes</b>			
Privilege Tax	\$ 1,655,208	\$ 1,882,866	\$ 1,930,276
Occupancy Tax	360,766	334,108	334,108
Franchise Tax	21,000	21,965	21,000
<b>Licenses and permits</b>			
Operating Licenses	13,000	17,412	20,000
Permits	15,000	33,692	15,000
Billboard Revenues	70,000	59,479	65,000
<b>Intergovernmental</b>			
State	1,332,278	3,195,180	1,795,368
County & City	240,141	137,821	240,141
Other Revenue from Government Agencies	3,721,200		981,059
<b>Charges for services</b>			
Rents & Concessions	75,089		
Ballfield Fees	3,000		
<b>Fines and forfeits</b>			
Court Fines	86,000	47,596	46,876
<b>Interest on investments</b>			
Interest Earnings	200	544	600
<b>Miscellaneous</b>			
Miscellaneous	118,600	103,000	96,268
<b>Total General Fund</b>	<b>\$ 7,711,482</b>	<b>\$ 5,833,663</b>	<b>\$ 5,545,696</b>

\* 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 2018**

<b>SOURCE OF REVENUES</b>	<b>ESTIMATED REVENUES 2017</b>	<b>ACTUAL REVENUES* 2017</b>	<b>ESTIMATED REVENUES 2018</b>
<b>SPECIAL REVENUE FUNDS</b>			
HURF Allocation and Interest	\$ 388,820	\$ 407,491	\$ 401,820
State and Federal Grants	708,000		1,508,000
	\$ 1,096,820	\$ 407,491	\$ 1,909,820
LTAF Allocation	\$ 16,296	\$ 19,555	\$ 16,296
	\$ 16,296	\$ 19,555	\$ 16,296
Senior Center Grant (Area Agency on Aging)	\$ 146,139	\$ 175,367	\$ 146,139
CAP Grant (Marcopa County Human Services)	35,000	78,000	235,000
Community Development Grants	2,631,340	10,470	2,631,340
Youth Program Grants	311,963		311,963
Other Grants	691,138	2,951	691,138
	\$ 3,815,580	\$ 266,788	4,015,580
<b>Total Special Revenue Funds</b>	<b>\$ 4,928,696</b>	<b>\$ 693,834</b>	<b>\$ 5,941,696</b>

\* 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			
	\$	\$	\$
<b>Total Capital Projects Funds</b>	<b>\$</b>	<b>\$</b>	<b>\$</b>

\* 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	\$ 84,000
Tianguis Enterprise Rents	116,208	133,900	166,208
Refuse Collection Fees	323,003	354,905	323,003
	\$ 515,211	\$ 595,205	\$ 573,211
<b>Total Enterprise Funds</b>	<b>\$ 515,211</b>	<b>\$ 595,205</b>	<b>\$ 573,211</b>

\* 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**    \$ 13,155,389    \$ 7,122,702    \$ 12,060,603

\* 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**  
**Other Financing Sources/<Uses> and Interfund Transfers**  
**Fiscal Year 2018**

FUND	OTHER FINANCING 2018		INTERFUND TRANSFERS 2018	
	SOURCES	<USES>	IN	<OUT>
<b>GENERAL FUND</b>				
	\$	\$	\$	\$ 451,097
<b>Total General Fund</b>	\$	\$	\$	\$ 451,097
<b>SPECIAL REVENUE FUNDS</b>				
Senior Center (Area Agency on Aging)	\$	\$	\$ 95,170	\$
Community Action Program			66,627	
Highway Users Revenue Fund			204,491	
<b>Total Special Revenue Funds</b>	\$	\$	\$ 366,288	\$
<b>ENTERPRISE FUNDS</b>				
Sewer Enterprise Fund	\$	\$	\$	\$ 204,491
<b>Total Special Revenue Funds</b>	\$	\$	\$	\$ 204,491
<b>DEBT SERVICE FUNDS</b>				
Municipal Property Corporation	\$	\$	\$ 289,300	\$
<b>Total Enterprise Funds</b>	\$	\$	\$ 289,300	\$
<b>TOTAL ALL FUNDS</b>	\$	\$	\$ 655,588	\$ 655,588

**TOWN OF GUADALUPE-TENTATIVE BUDGET**  
**Expenditures/Expenses by Fund**  
**Fiscal Year 2018**

<b>FUND/DEPARTMENT</b>	<b>ADOPTED BUDGETED EXPENDITURES/ EXPENSES 2017</b>	<b>EXPENDITURE/ EXPENSE ADJUSTMENTS APPROVED 2017</b>	<b>ACTUAL EXPENDITURES/ EXPENSES* 2017</b>	<b>BUDGETED EXPENDITURES/ EXPENSES 2018</b>
<b>GENERAL FUND</b>				
Mayor & Council	\$ 85,258	\$	\$ 51,000	\$ 71,857
Municipal Court	231,815		205,386	237,928
Town Manager	100,549		100,549	120,726
Finance Department	137,524		137,524	138,284
Town Clerk	94,551		53,705	33,650
Community Development Department	42,286		39,504	38,102
Building Inspection Department	36,120		103,687	86,360
Building Maintenance Department	74,663		74,663	92,378
Fire Department	1,954,294		1,157,470	2,141,873
Cemetery Department	20,325		13,426	12,149
Parks Department	127,199		124,650	129,339
Youth Recreation	2,500		1,303	2,400
Library Building Maintenance	9,280		10,322	10,035
Administration	432,779		226,879	378,456
Town Attorney	103,000		122,394	113,000
Information Technology	39,831		35,375	56,572
Police Department	1,698,721		1,698,740	1,661,785
Capital Outlay	2,500,000		1,382,158	
Contingency				
<b>Total General Fund</b>	<b>\$ 7,690,695</b>	<b>\$</b>	<b>\$ 5,538,735</b>	<b>\$ 5,324,894</b>
<b>SPECIAL REVENUE FUNDS</b>				
Highway User Revenue Fund	\$ 1,146,149	\$	\$ 753,614	\$ 2,114,311
Local Transportation Asst. Fund	31,070		29,382	32,366
Senior Center Operations	237,312		210,660	241,309
Community Action Program	89,702		135,144	301,627
Community Development	2,631,340		50,466	2,631,340
Youth Programs	311,963			311,963
Other Grants	691,138		3,244	691,138
<b>Total Special Revenue Funds</b>	<b>\$ 5,138,674</b>	<b>\$</b>	<b>\$ 1,182,510</b>	<b>\$ 6,324,054</b>
<b>DEBT SERVICE FUNDS</b>				
MPC Bond Payments	\$ 289,300	\$	\$ 289,300	\$ 289,300
<b>Total Debt Service Funds</b>	<b>\$ 289,300</b>	<b>\$</b>	<b>\$ 289,300</b>	<b>\$ 289,300</b>
<b>CAPITAL PROJECTS FUNDS</b>				
Capital Projects Fund & Impact	\$	\$	\$	\$
<b>Total Capital Projects Funds</b>	<b>\$</b>	<b>\$</b>	<b>\$</b>	<b>\$</b>
<b>ENTERPRISE FUNDS</b>				
Sewer Enterprise	\$ 209,170	\$	\$ 105,662	\$ 274,631
Tanguis Enterprise	229,395		195,905	212,776
Refuse Collection	335,344		311,119	335,344
<b>Total Enterprise Funds</b>	<b>\$ 773,909</b>	<b>\$</b>	<b>\$ 612,686</b>	<b>\$ 822,751</b>
<b>INTERNAL SERVICE FUNDS</b>				
	\$	\$	\$	\$
<b>Total Internal Service Funds</b>	<b>\$</b>	<b>\$</b>	<b>\$</b>	<b>\$</b>
<b>TOTAL ALL FUNDS</b>	<b>\$ 13,892,578</b>	<b>\$</b>	<b>\$ 7,623,231</b>	<b>\$ 12,760,999</b>

\* 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 2018**

<b>FUND</b>	<b>Full-Time Equivalent (FTE) 2018</b>	<b>Employee Salaries and Hourly Costs 2018</b>	<b>Retirement Costs 2018</b>	<b>Healthcare Costs 2018</b>	<b>Other Benefit Costs 2018</b>	<b>Total Estimated Personnel Compensation 2018</b>
<b>GENERAL FUND</b>	17	\$ 772,708	\$ 169,569	\$ 99,375	\$ 120,049	\$ 1,161,701
<b>SPECIAL REVENUE FUNDS</b>						
Highway Users Revenue Fund	6	\$ 134,989	\$ 10,829	\$ 25,827	\$ 16,930	\$ 188,575
Local Trans. Assistance Fund	1	19,054	2,119	2,033	2,150	25,356
Senior Center	4	99,486	10,024	12,208	10,795	132,513
Com. Action Program	3	64,632	7,433	11,890	5,032	88,987
Youth Programs						
Community Development						
<b>Total Special Revenue Funds</b>	6	\$ 318,161	\$ 30,405	\$ 51,958	\$ 34,907	\$ 435,431
<b>ENTERPRISE FUNDS</b>						
Sewer Enterprise	2	\$ 81,888	\$ 8,221	\$ 11,945	\$ 5,701	\$ 107,755
Tianguis Business Complex						
<b>Total Enterprise Funds</b>	2	\$ 81,888	\$ 8,221	\$ 11,945	\$ 5,701	\$ 107,755
<b>TOTAL ALL FUNDS</b>	25	\$ 1,172,757	\$ 208,195	\$ 163,278	\$ 160,657	\$ 1,704,887