



Valerie Molina
Mayor

Anita Cota
Vice Mayor

Gloria Cota
Councilmember

Elvira Osuna
Councilmember

Joe Sanchez
Councilmember

Faustino Valenzuela
Councilmember

Ricardo Vital
Councilmember

Online agendas and
results available at
www.guadalupeaz.org

Town Council Chambers
9241 S. Avenida del Yaqui
Guadalupe, AZ 85283
Phone: (480) 730-3080
Fax: (480)-505-5368

NOTICE OF REGULAR MEETING OF THE TOWN OF GUADALUPE COUNCIL

Pursuant to A.R.S. 38-431.02, notice is hereby given to the members of the Town of Guadalupe Council and to the general public that the Town of Guadalupe Council will hold a Regular Meeting, open to the public, on Thursday, April 26, 2018, at 6:00 P.M., at Guadalupe Town Hall, 9241 South Avenida del Yaqui, Guadalupe, Arizona, in the Council Chambers.

AGENDA

A. CALL TO ORDER

B. ROLL CALL

C. INVOCATION/PLEDGE OF ALLEGIANCE

D. APPROVAL OF MINUTES:

1. Approve the minutes of the Town Council Regular Meeting held on April 12, 2018.

E. CALL TO THE PUBLIC. An opportunity is provided to the public to address the Council on items that are not on the agenda or included on the consent agenda. A total of 3 minutes will be provided for the Call to the Audience agenda item, unless the Council requests an exception to this limit. Please note that those wishing to comment on agenda items posted for action will be provided the opportunity at the time the item is heard.

F. MAYOR and COUNCIL PRESENTATIONS: None.

G. DISCUSSION AND POSSIBLE ACTION ITEMS:

1. **EXECUTIVE SESSION:** The Guadalupe Town Council may vote to go into an Executive Session, which is closed to the public, as allowed by A.R.S. §38-431.03(A)3, to obtain legal advice from the Town Attorney concerning the legal requirements to grant, deny, or grant with modifications, requests for variances of the Guadalupe Town Code.

2. **PUBLIC HEARING:** Request for a variance by the applicant G.T.L. LLC (d/b/a The Mint - a medical marijuana dispensary) located at 5210 S. Avenida del Yaqui for a variance to the Town Zoning Code as it relates to the hours of operation for its' marijuana dispensary as set forth by Town of Guadalupe Zoning Ordinance, Article 2, Part III, Section 1, Subsection C, Paragraph 5, limiting the hours of operation to not earlier than 8:00 AM and not later than 6:00 PM. The applicant is seeking the following:

- 1: an extension of the current variance approved by Town Council on June 29, 2017, permitting the hours of operation open to the public from 8:00 AM to 9:00 PM, seven days a week; and,
- 2: a second variance to extend the hours of operation open to the public from 9:00 PM to 11:00 PM, seven days a week.



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3. **VARIANCE REQUEST:** Council will consider and may take action to approve, deny, or approve with modifications of said variance request of an extension of the current variance approved by Town Council on June 29, 2017 of the Town Zoning Code, Article 2, Part III, Section 1, Subsection C, Paragraph 5, for G.T.L. LLC (d/b/a The Mint – a medical marijuana dispensary) located at 5210 S. Avenida del Yaqui to continue extended hours of operation open to the public outside the existing Town ordinance from 6:00 PM to 9:00 PM, seven days a week.
4. **VARIANCE REQUEST:** Council will consider and may take action to approve, deny or approve with modifications of said variance request of the Town Zoning Code, Article 2, Part III, Section 1, Subsection C, Paragraph 5, for G.T.L. LLC (d/b/a The Mint, a medical marijuana dispensary) located at 5210 S. Avenida del Yaqui to extended hours of operation open to the public outside the existing Town ordinance from 9:00 PM to 11:00 PM, seven days a week.
5. **RESOLUTION NO. 2018.09:** Adoption of Resolution No. 2018.09 authorizes the Town of Guadalupe to enter into an intergovernmental agreement with Maricopa County for Regional Emergency Operations Management and Disaster Services, effective July 1, 2018; and, authorizes the Mayor to execute all documents in furtherance of this agreement.
6. **PROPOSED FY 2018 / 2019 TOWN BUDGET INTRODUCTION:** Staff will present the proposed fiscal year 2018/2019 Town budget and seek Town Council input and direction.
7. **CONTRACT:** Council will consider and may approve the Proposal for construction management services from Dibble Engineering for the Calle Sahuaro flood remediation project for the cost of \$18,000.00 and authorize the Town Manager to execute all necessary documents in furtherance of this contract.
8. **CONTRACT:** Council will consider the recommendation from the Town Engineers for the award of the \$417,850.00 construction contract bid to KCCI, LLC for the Calle Sahuaro flood remediation project IGA2017A018. Council may award the bid to the low bidder and issue an Order to Proceed to the contractor receiving the award of bid.

H. TOWN MANAGER'S REPORT

I. COUNCILS' COMMENTS

J. ADJOURNMENT



Minutes

Town Council Regular Meeting

April 12, 2018

Valerie Molina
Mayor

Minutes of the Guadalupe Town Council Regular Meeting held on Thursday, April 12, 2018, at 6:00 P.M., at Guadalupe Town Hall, 9241 South Avenida del Yaqui, Guadalupe, Arizona, in the Council Chambers.

Anita Cota
Vice Mayor

A. CALL TO ORDER

Mayor Molina called the meeting to order at 6:00 P.M.

B. ROLL CALL

Councilmembers Present: Mayor Valerie Molina, Vice Mayor Anita Cota, Councilmember Gloria Cota, Councilmember Joe Sanchez, and Councilmember Faustino Valenzuela

Gloria Cota
Councilmember

Councilmembers Absent: Councilmember Elvira Osuna, Councilmember Ricardo Vital

Elvira Osuna
Councilmember

Staff Present: Jeff Kulaga – Town Manager / Clerk, Bob Thaxton – Finance Director, Wayne Clement – Fire Chief, Gerardo Moreno – Public Works Director, Jennifer Drury – Assistant to the Town Manager, Catalina Alvarez – CAP Director, Kay Savard – Deputy Town Clerk, and Dave Ledyard – Town Attorney

Joe Sanchez
Councilmember

C. INVOCATION/PLEDGE OF ALLEGIANCE

Vice Mayor Cota led the invocation. Mayor Molina called upon members of the Conrado F. Bilducia American Legion Post 124 to lead the Pledge of Allegiance.

Faustino Valenzuela
Councilmember

D. APPROVAL OF MINUTES:

1. **Motion by Vice Mayor Cota to approve the March 15, 2018, Town Council Special Meeting minutes; second by Councilmember Cota. Motion passed unanimously 5-0.**

Ricardo Vital
Councilmember

Approved the minutes of the Town Council Special Meeting held on March 15, 2018.

2. **Motion by Councilmember Sanchez to approve the March 22, 2018, Town Council Regular Meeting minutes; second by Councilmember Cota. Motion passed unanimously 5-0.**

Online agendas and
results available at
www.guadalupeaz.org

Approved the minutes of the Town Council Regular Meeting held on March 22, 2018.

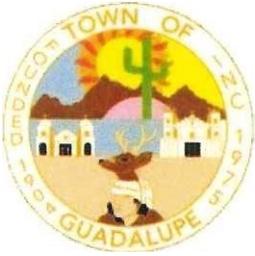
E. CALL TO THE PUBLIC

Mayor Molina called up Frank Elementary School students to read a proclamation regarding Children & Youth Month. Mayor Molina then read a proclamation declaring Children and Youth Month and April 27, 2018, as Dia de Los Niños in Guadalupe, Arizona.

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F. MAYOR and COUNCIL PRESENTATIONS

Mayor Molina invited First Things First East Maricopa Regional Partnership Councilmember Lynn Hockenberger, to the podium. Councilmember Hockenberger thanked the Town Council for their acknowledgement of First Things First. She outlined the purpose of First Things First; and discussed how the Week of the Young Child is an annual celebration sponsored by the National Association for Education of Young Children.



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Mayor Molina read a First Things First Proclamation, declaring April 16 – 20, 2018, as Week of the Young Child in Guadalupe, Arizona.

G. DISCUSSION AND POSSIBLE ACTION ITEMS:

1. **TOWN OF GUADALUPE RECYCLING PERFORMANCE REPORT:** Waste Management staff presented a recycling performance report for the Town of Guadalupe.

Mayor Molina called up Clark Landrum, Waste Management Public Sector Solutions Manager, to provide a slide presentation regarding the performance of recycling in the Town of Guadalupe. Mr. Landrum provided examples of problematic materials in the recycling process; the changing environment of the recycling process and market demand; recycling trends and audit statistics for the Town of Guadalupe (Guadalupe); and, recycling marketing and education tools. Mr. Landrum noted that the average contamination rate for Guadalupe is 39.6%; and, that the contamination rate goal is under 25%. He concluded by presenting a suggested action plan.

Councilmembers discussed the need to improve the recycling contamination rate in Guadalupe; and, a desire to provide educational materials at events such as d Dia de Los Niños.

A member of the public suggested that the Town of Guadalupe provide recycling educational information to residents.

2. **LEASE AGREEMENT:** Councilmembers reviewed and approved a 25 year lease agreement at an annual rate of \$1.00 per year, with a 25 year subsequent extension, between the Conrado F. Bilducia American Legion Post 124 and the Town of Guadalupe for the Guad Building, 8419 S. Avenida del Yaqui, Guadalupe, Arizona and authorized the Mayor to sign this lease agreement. **(Contract #2018-09)**

Jeff Kulaga, Town Manager / Clerk, thanked members of the Conrado F. Bilducia American Legion Post 124 (Legion Post 124) for their participation in negotiating the proposed lease agreement for the Guad Building. Mr. Kulaga outlined the lease agreement terms and noted that there are performance measures for the Legion Post 124 and obligations for the Town of Guadalupe that are included in the agreement. Staff recommends approval of the lease agreement.

Legion Post 124 member, Ralph Cota, thanked the Town Council and Town staff for their participation in the lease agreement process.

Motion by Vice Mayor Cota to approve agenda item G2; second by Councilmember Sanchez. Motion passed unanimously 5-0.

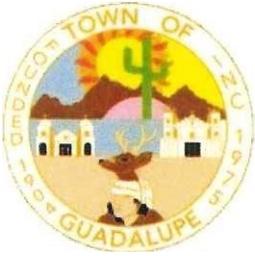
Legion Post 124 members reiterated their appreciation for completion of the lease agreement.

3. **PUBLIC HEARING:** Councilmembers continued the public hearing for a conditional use permit to the May 10, 2018, Regular Council Meeting, scheduled for 6:00 p.m., to locate a mobile home on the 5447 and 5449 East Calle Encinas properties, zoned R1-6 Residential.

The public hearing was opened.

The applicant representative stated that the existing lot has plumbing and electricity. There is a family member that resides at this location that requires assistance.

In response to questions concerning the process, David Ledyard, Town Attorney, advised Councilmembers to leave the public hearing open during the discussion and consideration portion of this agenda item.



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In response to questions, Mr. Kulaga, stated that the conditional use permit request does not currently conform to the Town Code. Areas of concern include that the request is for a mobile home to straddle two separate, residential lots; and, that a mobile home does not conform to R1-6 zoning requirements in the Town Code. There may be an opportunity to create a flag lot to reconfigure how the lots are situated to better reflect what is being proposed, which is accommodating a manufactured home on a property that has an existing home. Further exploration of this option is needed.

Councilmembers noted that the Town Code was established in 1995, which was after the placement of many homes in the community. Additional time will be needed to find a solution to this request.

In response to questions, Mr. Ledyard stated that combining the two lots into one lot would remain in violation of the Town Code. In 1995, Councilmembers wanted to limit the number of manufactured homes, particularly in backyards. He noted that it is unclear what the zoning requirements were prior to the Town being incorporated, when the Town was considered county property. A flag lot may be an option, which may still require a variance. Additional time would be needed to explore the options.

Councilmembers discussed their desire to work within the perimeters of the Town Code and the existing lots.

In response to a question regarding the applicant's timeline, the applicant stated that the family would like to be able to move onto the property by July.

Mayor Molina commended the applicant for following the process.

Mr. Ledyard advised Councilmembers that, due to (legal) advertising requirements, to continue the public hearing to the May 10, 2018 Regular Council Meeting, scheduled for 6:00 p.m., rather than to table agenda item G3.

The public hearing was closed.

Motion by Vice Mayor Cota to continue the public hearing for a request for a conditional use permit, agenda item G3, to the May 10, 2018, Regular Council Meeting, scheduled for 6:00 p.m.; second by Councilmember Valenzuela. Motion passed unanimously 5-0.

4. **USE PERMIT:** Councilmembers continued a conditional use permit request for a mobile home to be located on the properties of 5447 and 5449 East Calle Encinas, to the Mayo 10, 2018 Regular Council Meeting, scheduled for 6:00 p.m..

Motion by Vice Mayor Cota to continue a request for a conditional use permit, agenda item G4, to the May 10, 2018 Regular Council Meeting, scheduled for 6:00 p.m.; second by Councilmember Sanchez. Motion passed unanimously 5-0.

5. **AMENDMENT No. 1 to IGA2017A018:** Councilmembers approved Amendment No.1 to an intergovernmental agreement with the Maricopa County Flood Control District for the Calle Sahuaro Project, and authorized the Mayor to sign all necessary documents in furtherance of this amendment. **(Contract #2018-10)**

Jeff Kulaga, Town Manager / Clerk, stated that this amendment to an intergovernmental agreement (IGA) for the Calle Sahuaro Project extends the construction deadline in the IGA from July 1, 2018 to September 30, 2018. The IGA extension better meets the construction schedule and allows the County to pay for additional construction costs.

Motion by Councilmember Sanchez to approve agenda item G5; second by Vice Mayor Cota. Motion passed unanimously 5-0.



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6. **RESOLUTION NO. R2018.07:** Councilmembers adopted **RESOLUTION NO. 2018.07**, a Call of Election, announcing that the Town of Guadalupe Primary Election will be held on Tuesday, August 28, 2018. There will be one open seat for Mayor and three open seats for Councilmember on the ballot.

There was no discussion on agenda item G6.

Motion by Vice Mayor Cota to approve agenda item G6; second by Councilmember Cota. Motion passed unanimously 5-0.

7. **RESOLUTION NO. R2018.08:** Councilmembers adopted **RESOLUTION NO. R2018.08**, the Federal Transit Authority drug test policy for employees that drive vans used for Senior Center general services and meal delivery for homebound seniors.

Jeff Kulaga, Town Manager / Clerk, stated that a requirement of receiving grant funding from the Federal Transit Authority (FTA) for senior center vans is that the Town adopt a policy to perform random alcohol and drug tests annually on employees that drive the vans. The Town has contracted with an alcohol and drug testing firm, which should not exceed \$1,000 annually.

Motion by Councilmember Sanchez to approve agenda item G7; second by Vice Mayor Cota. Motion passed unanimously 5-0.

8. **COUNCIL PRIORITIES:** Councilmembers approved the Guadalupe Priority Plan.

Jeff Kulaga, Town Manager / Clerk, noted that recycling and Town beautification is included in the visioning plan for the Town of Guadalupe. The purpose of the Guadalupe Priority Plan (Plan) is for staff to use the Plan, which emphasizes economic development, community partnerships, and public safety, as a point of reference for what the community values.

Mayor Molina extended her thanks to the facilitators of this process.

In response to a question, Mr. Kulaga stated that the Guadalupe Priority Plan will be posted on the Town's website.

Councilmembers suggested that the Guadalupe Priority Plan be available at the Dia de Los Niños event and posted in the Senior Center; and, that the same concept could be used with youth and seniors; and, that a needs assessment could also be an area of consideration.

Motion by Vice Mayor Cota to approve agenda item G8; second by Councilmember Sanchez. Motion passed unanimously 5-0.

9. **APPROVAL of CLAIMS:** Councilmembers approved the check register for March, 2018, totaling \$388,052.46.

There was no discussion on agenda item G9.

Motion by Councilmember Sanchez to approve agenda item G9; second by Vice Mayor Cota. Motion passed unanimously 5-0.

10. ~~**TOWN COURT ANNUAL REPORT**~~ *This item was removed/deleted at the request of Town staff.*

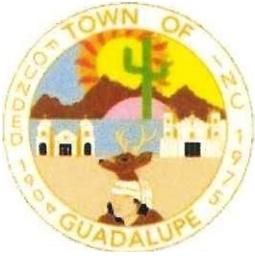
H. TOWN MANAGER'S REPORT

Jeff Kulaga, Town Manager / Clerk, reported that there will be a car show on Sunday, April 15, 2018. Staff will be available at the event.

I. COUNCILS' COMMENTS

Councilmember Valenzuela

- Thanked staff members for attending the meeting.



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Councilmember Sanchez

- Noted that there was a reduction in firework activity over the Easter holiday.

Councilmember Cota

- Thanked staff members for attending the meeting.

Vice Mayor Cota

- Thanked staff members for attending the meeting.
- Thanked staff for their clean-up efforts after the Easter event.
- Friday, April 27, 2018 – Dia de Niño event, Biehn Park.

Mayor Molina

- Thanked staff members for their first aid and clean-up efforts after a recent event.
- Would like staff to explore the Green Fence Initiative by having the Town use less paper.

J. ADJOURNMENT

Motion by Vice Mayor Cota to adjourn; second by Councilmember Sanchez. Motion passed unanimously 5-0.

The meeting was adjourned at 7:03 p.m.

Valerie Molina, Mayor

ATTEST:

Jeff Kulaga, Town Manager / Town Clerk

CERTIFICATION

I hereby certify that the foregoing minutes are a true and correct copy of the minutes of the Regular Town Council Meeting of the Town Council of Guadalupe, Arizona held on the 12th day of April, 2018. I further certify the meeting was duly called and held and that a quorum was present.

Jeff Kulaga, Town Manager / Town Clerk



April 20, 2018

To: The Honorable Mayor and Town Council

From: Jeff Kulaga, Town Manager / Clerk

RE: April 26, 2018 Town Council Regular Meeting Information Report

The purpose of this report is to provide brief information regarding each of the meeting's agenda items.

Agenda Item:

G1. At the Council's discretion, Council may vote to adjourn into Executive Session to obtain legal advice regarding variances to the Guadalupe Town Code.

G2. The request is for a variance, which requires a public hearing. G.T.L. LLC (dba The Mint – a medical marijuana dispensary), located at 5210 S. Avenida del Yaqui, has applied for a variance to the Town Zoning Code as it relates to the hours of operation for its' medical marijuana dispensary. The public hearing has been properly posted on site and published in a newspaper of general circulation; and, 7 properties within a 150 foot radius of the applicant's property were also notified via postal mail, as required by the Town of Guadalupe Zoning Ordinance. To date, no public input has been received by the Town administration.

G3. The variance application is attached for your information, review, and action. The applicant is requesting two variances for G.T.L. LLC (dba The Mint – a medical marijuana dispensary) located at 5210 S. Avenida del Yaqui. Item G3, the first variance request, is for an extension of the current variance approved by Town Council on June 29, 2017, to continue extended hours of operation open to the public outside of the existing Town ordinance from 6:00 PM to 9:00 PM, seven days a week. **Attachment A: application (pages 1-13)**

G4. Item G4, the second variance request, for G.T.L. LLC (dba The Mint – a medical marijuana dispensary) located at 5210 S. Avenida del Yaqui, seeks extended hours of operation open to the public outside of the existing Town ordinance from 9:00 PM to 11:00 PM, seven days a week. **Attachment A: application (pages 1-13)**

G5. Adoption of Resolution No. 2018.09 authorizes the Town of Guadalupe to enter into an intergovernmental agreement with Maricopa County for Regional Emergency Operations Management and Disaster Services, effective July 1, 2018. This agreement establishes a partnership between Maricopa County and the Town of Guadalupe to coordinate preparation and execution of emergency management programs and plans for the preservation of life and property should disasters of unprecedented size and destructiveness resulting from natural, technological, national security, or other causes, occur. This agreement identifies responsibilities and obligations for both Maricopa County and the Town of Guadalupe. This is a renewal of a similar existing IGA with the term until June 30, 2023. The estimated annual cost of this IGA is \$1,500. **Attachment B: Resolution No. 2018.09 (page 14) Attachment C: IGA for Regional Emergency Operations Management and Disaster Services (pages 15-20)**

G6. Staff will introduce the proposed FY 2018/19 Town Budget by presenting the budget process, timeline, projected revenues, expenses, and fund balances for FY 2018/19. This presentation is the first step in the budget review process. **Attachment D: Proposed FY 2018/19 Town Budget (pages 21-74)**

G7. Approval of an \$18,000 construction management services agreement with Dibble Engineering for the Calle Sahuaro Project provides for construction management services as identified in IGA2017A018. Construction management services include facilitating the construction bid process, construction meetings, construction inspections, work progress, and approval of the completed project. The project involves removing an existing headwall and replacing it with a storm drain pipe under Calle Guadalupe to relieve and reduce nuisance storm water runoff in adjacent Guadalupe residential neighborhoods and properties. **Attachment E: Dibble Construction Management Services agreement (pages 75-77)**

G8. Approval of a \$417,850.00 construction contract to KCCI, LLC allows the Town of Guadalupe to proceed with the Calle Sahuaro Project between the Town of Guadalupe and the Flood Control District of Maricopa County, IGA2017A018 as adopted by Resolution 2017-08 at the March 23, 2017, Town Council Regular Meeting. This project is better known as the Calle Naranjo Project. This project involves removing an existing headwall and replacing it with a storm drain pipe under Calle Guadalupe to relieve and reduce nuisance storm water runoff in the area. The Flood Control District funding share is \$250,000 for construction. The Town of Guadalupe is responsible for \$167,850 for construction costs, \$32,000 for engineering/design costs, and \$18,000 for construction management costs, for a total of \$217,850. To date, \$32,000 in engineering and design costs have been expended. The remaining amounts will be expended by September 1, 2018. Engineering/design costs are included in the current FY 2017/18 budget. Construction and construction management costs will overlap the current budget and the FY2018/19 budget. **Attachment F: Calle Sahauro Contract (page 78)**

Attachment A



2601 N. 3rd Street
Suite 204
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F. 866.391.7533
www.cimalawgroup.com

March 29, 2018

Madam Mayor and Members of the Town Council
Town of Guadalupe
9241 S Avenida del Yaqui
Guadalupe, AZ 85283

RE: VARIANCE CONTINUATION WITH A DESIRE TO SEEK ADDITIONAL HOURS

G.T.L. LLC (the "Applicant"), is an Arizona Not-for-Profit Limited Liability Company currently operating a Medical Marijuana Dispensary on the real property located at 5210 S Avenida Del Yaqui (Parcel No. 301-10-011N), in Guadalupe, Arizona, pursuant to and as authorized by, A.R.S. §36-2801 et seq., and Title 9, Chapter 17, Article 1, of the Arizona Administrative Code, and Town of Guadalupe Ordinances 2011-02, 2016-01, and 2017-02. We respectfully ask that you consider continuing the current variance with additional hours of operation.

On June 29, 2017, the Town Council considered item 2 (Variance Request V6-17.C, G.T.L. LLC d/b/a The Mint). During the discussion, Council member Vital made a motion seconded by Councilmember Cota that a closing time of 9 p.m. for a period of one year be approved. The Motion carried on a 5-1 vote. Dave Ledyard, town attorney, then presented a paper entitled "Findings and Decision Granted as Modified". Councilmember Vital then made a motion seconded by Councilmember Valenzuela that the findings be approved, and the time of closing be set at 9:00 p.m., seven days a week, and that this variance shall be for one year. The motion carried, and the variance request was granted.

We believe our request should be granted. During the time since the initial variance was granted, The Mint 1) continues to play a lead role in in strengthening the community; 2) has proven to be a professionally run business that promotes economic growth; 3) remains a significant sales tax producer; and 4) remains committed to ensuring public safety.

As we stated publicly to you last year, our firm helps businesses maintain mutually beneficial relationships with the communities in which they operate. Our client wishes to continue this type of relationship with the Town of Guadalupe. We urge you to approve a continuation of the variance with additional hours. Should you have any questions, please feel free to reach me at 623.377.4197 or via email at ayensa@cimalawgroup.com

Regards,

A handwritten signature in black ink, appearing to read "Ayensa I. Millan", is written over the typed name.

Ayensa I. Millan
Managing Attorney



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TO: MADAM MAYOR AND MEMBERS OF THE TOWN COUNCIL

FROM: G.T.L. LLC D/B/A THE MINT
BY: CIMA LAW GROUP

DATE: MARCH 29, 2018

**RE: VARIANCE CONTINUATION WITH A DESIRE TO SEEK
ADDITIONAL HOURS.**

Background:

On June 29, 2017, the Town Council considered item 2 (Variance Request V6-17.C, G.T.L. LLC d/b/a The Mint). During the discussion, Council member Vital made a motion seconded by Councilmember Cota that a closing time of 9 p.m. for a period of one year be approved. The Motion carried on a 5-1 vote. Dave Ledyard, town attorney, then presented a paper entitled "Findings and Decision Granted as Modified". Councilmember Vital then made a motion seconded by Councilmember Valenzuela that the findings be approved, and the time of closing be set at 9:00 p.m., seven days a week, and that this variance shall be for one year. The motion carried, and the variance request was granted.

On behalf of our client, G.T.L. LLC d/b/a The Mint, we would like to request the continuation of the variance with a desire to seek additional hours.

Discussion:

During the time since the initial variance was granted, The Mint has continued to play a lead role in in strengthening the community. They have proven to be a professionally run business that 1) promotes economic growth; 2) is involved in the community of Guadalupe; and 3) remains committed to ensuring public safety. Additionally, The Mint has made several significant contributions to the Town of Guadalupe, including the following:

The Mint has made a significant economic impact in the Town of Guadalupe

- In the past year, the Mint has generated nearly \$8 million in revenue and has contributed \$320,000 in taxes to the Town of Guadalupe;
- The extra 3 operating hours have enabled them to contribute 23.1% more in tax contributions to the Town of Guadalupe (totaling a \$73,800 increase);
- The Mint has brought over 50 new jobs to the area. They also plan to create an additional 40-50 jobs resulting from the new remodel project;
- The Mint plans to be prepared for the legalization of recreational marijuana with their impending remodel. The facility will be increased to almost 12,000 square feet, making it the largest dispensary

in Arizona. The remodel will increase the showroom to 25 cashier stations and add 23 parking spots. The Mint fully expects an increase of 25-35% in revenue with the new building layout; and if permitted to stay open later, they expect an increase of 7.7% for every extra hour they are allowed to operate.

- The Mint projects to add 30-50% in revenue and tax contributions as the industry continues to grow in Arizona.

The Mint is committed to community involvement and participation

- The Mint consistently participates in charitable events across the valley and Guadalupe, including events for the Zoe Foundation, Food City, Cannatainment, St. Xavier and the Town of Guadalupe;
- The Mint contributes to holiday food drives with Food City, St. Joe's, St. Mary's, and McDonald's;
- The Mint participated in four (4) back-to-school supply drives in the Town of Guadalupe;
- The Mint has a record of fundrecharitable contributions, including donations to private citizens in need, lockers to the local Guadalupe Boxing Club, supplies and equipment for Home of Guadalupe Church Priest remodel, one hundred turkeys to Guadalupe residents on both Thanksgiving and Christmas, donations of supplies for local cleanup crews, and practice jerseys, balls, and monetary donations for the Guadalupe Little League;
- The Mint contributed to athletic programs around the community, including the Guadalupe Athletics Club, Ricky's Boxing Club for Kids, the "Wrestling Against Drugs" wrestling event, Tempe Guadalupe Little League, and the Tempe Little League All-Stars;
- The Mint supported the DACA Dream Act Coalition for voter registration. They have also been involved in the Guadalupe Car Show N' Shine, and sponsored the Guadalupe Pre-School/Senior Citizen Zoo Days;
- The Mint sponsored the Anti-Marijuana message given by a ventriloquist to elementary students;
- The Mint serves free tacos to patients at the dispensary a few times a month.

The Mint maintains a solid record on ensuring public safety is a top priority

- Since the initial variance was passed, there have been zero reported incidents of any kind in or around the dispensary;

Conclusion

Increased operating hours has improved the quality of life for many patients in Guadalupe and the surrounding community. Increased operating hours allows for greater access to products and services products that The Mint offers. The Mint has earned a positive reputation for providing high-quality products. They have quickly become one of the highest-volume dispensaries in the state of Arizona. Because of their professionalism and quality of service, The Mint has become the dispensary of choice for many patients.

Support for cannabis still holds strong in both the U.S. and the state of Arizona. According to a Pew Research study conducted in October 2017, about six-in-ten (61%) Americans say the use of marijuana should be legalized. In Arizona, a poll conducted in February 2018 by OH Predictive Insights and the

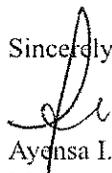
Consumer Choice Center, that 62.9% of Arizonian voters support legalizing and taxing marijuana like alcohol, with 40.9% of those voters saying they “strongly support” legalization.

There is significant reason to believe the industry will continue to grow. As such, professionally run dispensaries like The Mint will become even stronger community partners with the cities in which they operate. At least two adult-use recreational marijuana legalization initiatives - HCR 2037 and the Safer Arizona Cannabis Legalization Act - are expected to be on the Arizona ballots in November 2018.

Recommendation:

We respectfully recommend that you approve a continuation of the variance with additional hours.

Sincerely,



Ayensa I. Millan, Esq.
Managing Attorney

April 4, 2018

Madam Mayor and Members of the Town Council
9241 S Avenida del Yaqui
Guadalupe, AZ 85283

RE: PROPERTY OWNER SUPPORT FOR VARIANCE CONTINUATION WITH ADDITIONAL HOURS

Madam Mayor and Members of the Town Council:

As owner of the real property located at 5210 S Avenida Del Yaqui (Parcel No. 301-10-011N), in Guadalupe, Arizona; I am compelled to write you today to express my strong support for G.T.L. LLC d/b/a The Mint, a Medical Marijuana Dispensary operating on my property. Specifically, I encourage the Town Council to approve 1) a continuation of the variance permitting hours of operation from 8:00am to 9:00pm, seven days a week; and 2) an extension of those operating hours from 9:00pm to 11:00pm, seven days a week.

The Mint has proven to be a professionally run dispensary, serving patients in Guadalupe and beyond. They have made significant economic and social contributions to Guadalupe and the valley. For example, staying open until 9:00pm for the past year has enabled them to contribute 23.1% more in tax contributions to the Town of Guadalupe (totaling a \$73,800 increase). Additionally, The Mint has a record of consistent participation in charitable events Guadalupe and the valley, including events for the Zoe Foundation, Food City, Cannataintment, St. Xavier and the Town of Guadalupe.

It should also be noted that there have been no major incidents of crime at The Mint as a result of increased operating hours. In fact, increased operating hours has improved the quality of life for many patients in Guadalupe and the valley by allowing patients a larger window of time to access products and services provided by The Mint. Their reputation for being professional, providing high-quality products, and being a true community partner is well known in the industry. I reiterate my strong support of their efforts to continue the variance with additional hours from 9:00pm to 11:00pm, seven days a week. Should you have any questions, please feel free to reach me at the number below.

Sincerely,

Eivan Shahara
ENC Priest, LLC
602.931.3663



TOWN OF GUADALUPE
9241 SOUTH AVENIDA DEL YAQUI
GUADALUPE, ARIZONA 85283
480-730-3080

CASE NO. _____

APPLICATION FOR:

- Variance
- Conditional Use
- Zoning Change

Zoning District: _____

Fee: _____

Receipt #: _____

THE REASON FOR THE REQUEST IS : Applicant is requesting a continuation of the variance permitting hours of operation open to the public from 8:00 AM to 9:00 PM seven days a week, as approved by Town Council on June 29, 2017. In addition, they are requesting an extension of hours of operation open to the public from 9:00 PM to 11:00 PM seven days a week.

THE SUBJECT PROPERTY IS LEGALLY DESCRIBED AS : Medical Marijuana Dispensary on the real property located at 5210 S Avenida Del Yaqui (Parcel No. 301-10-011N), in Guadalupe, Arizona.

Parcel 301-10-011N

AND ITS GENERAL LOCATION IS: N S E SIDE OF CALLE Avenida Del Yaqui
_____ FEET N E W OF CALLE Baseline Rd AND 310 FEET
BY 210 FEET TOTALING 62,247 SQ. FEET.

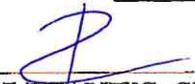
IF REQUESTING REZONING, INDICATE CHANGE : FROM _____ TO _____

APPLICANT : G.T.L. LLC PHONE NO : 602-339-7285

ADDRESS : 4245 W Thomas Rd, Phoenix, AZ 85009

PROPERTY OWNER : ENC Priest, LLC PHONE NO 602-931-3663

ADDRESS : 2640 W Adams, Phoenix, AZ 85009


APPLICANT'S SIGNATURE 4/4/18 Date


*OWNER'S SIGNATURE 4/4/18 Date

*The property owner must sign above or submit a letter by owner authorizing the applicant to make the request.

Office Use Only:

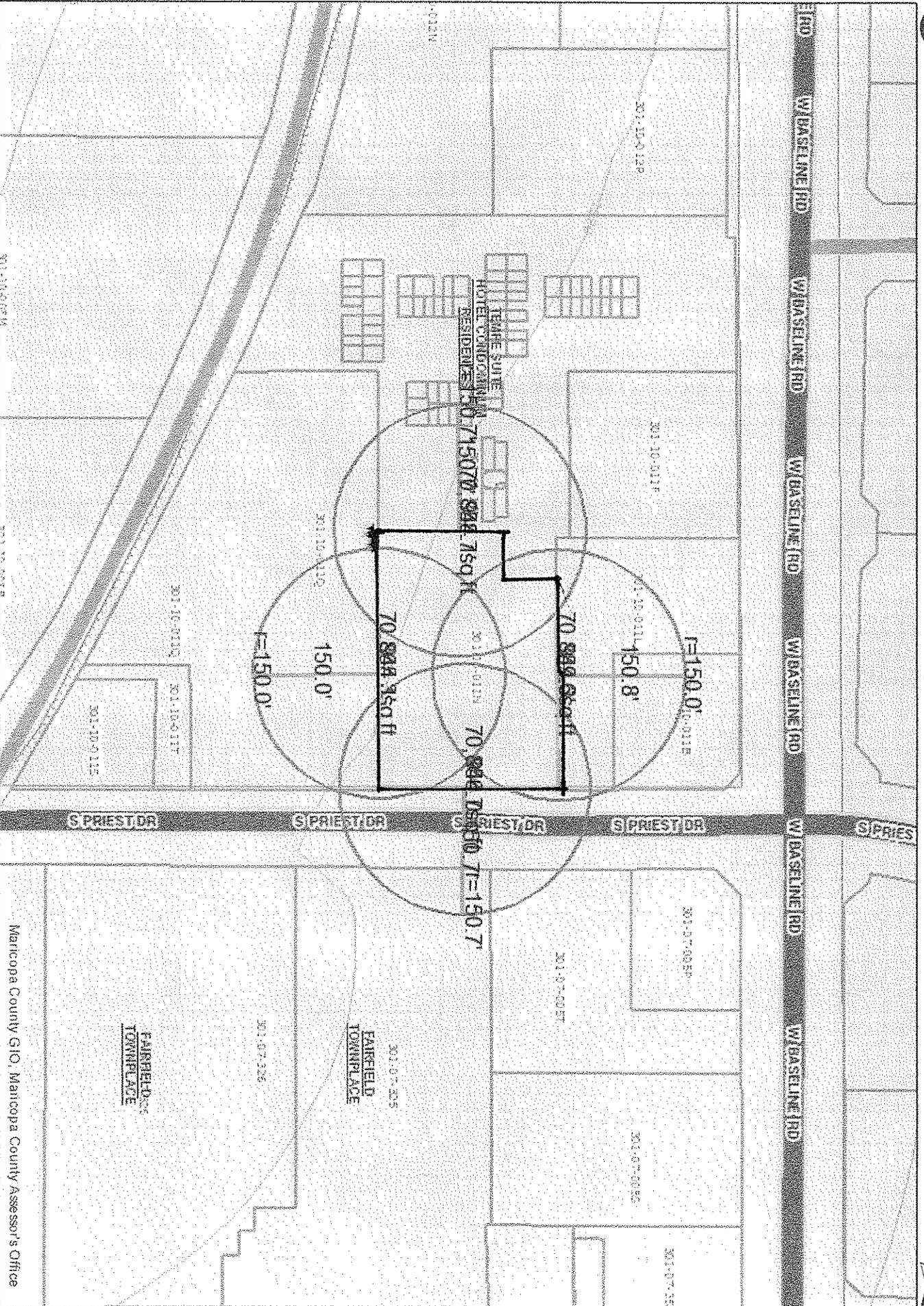
PROCESSED BY : _____ DATE PROCESSED: _____

DATE OF COUNCIL MEETING: _____ APPROVED DISSAPPROVED

COMMENTS : _____



Map



Tempe, AZ 85283, USA

Tempe/Phoenix
rt Innsuites Hotel...

Shell

Popeyes
Louisiana Kitchen

Carl's Jr

Magic Vapor

Boost Mobile

S Avenida del Yaqui

S Priest Dr

S Avenida del Yaqui

5211 South Priest
Drive Parking

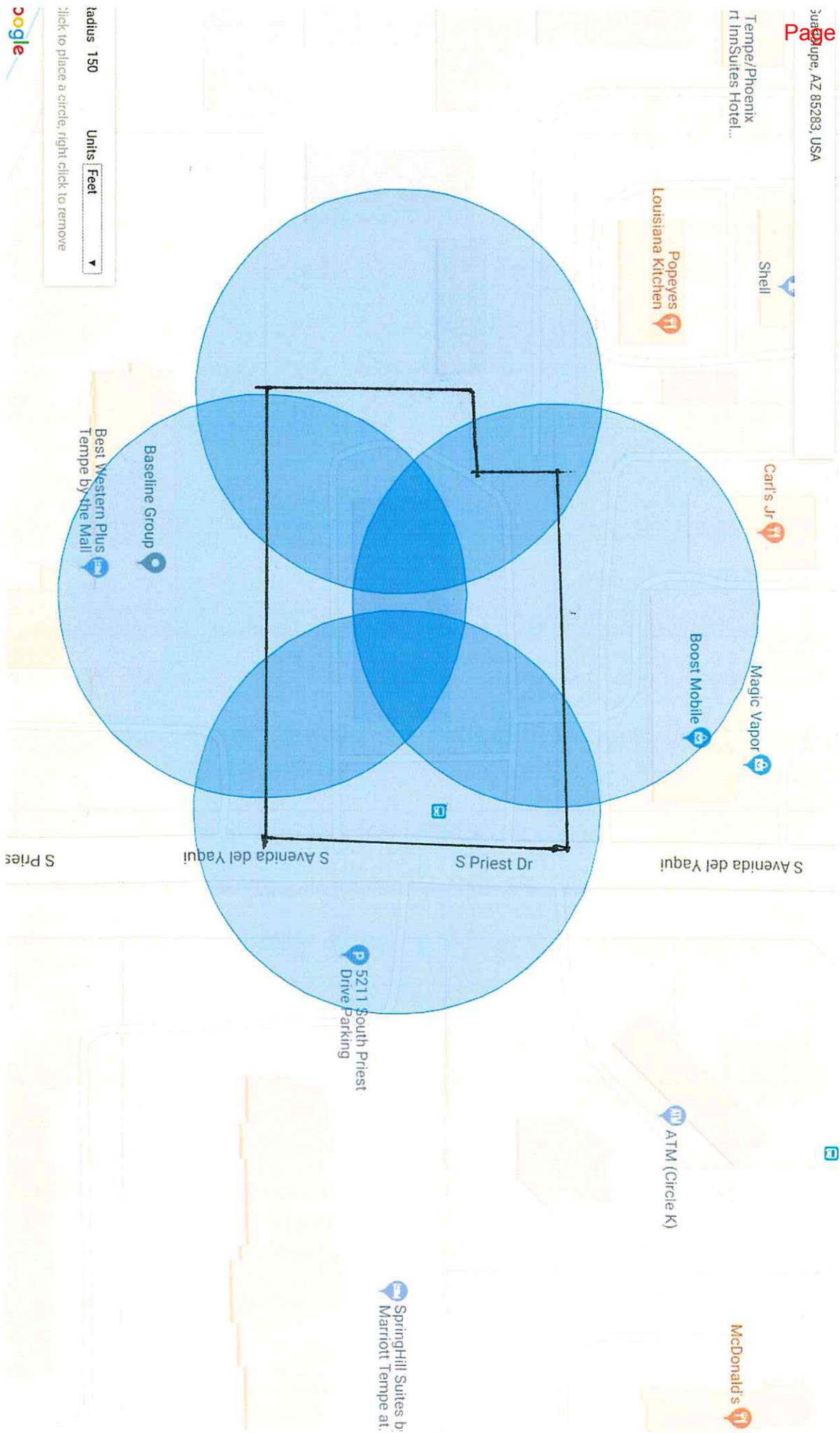
ATM (Circle K)

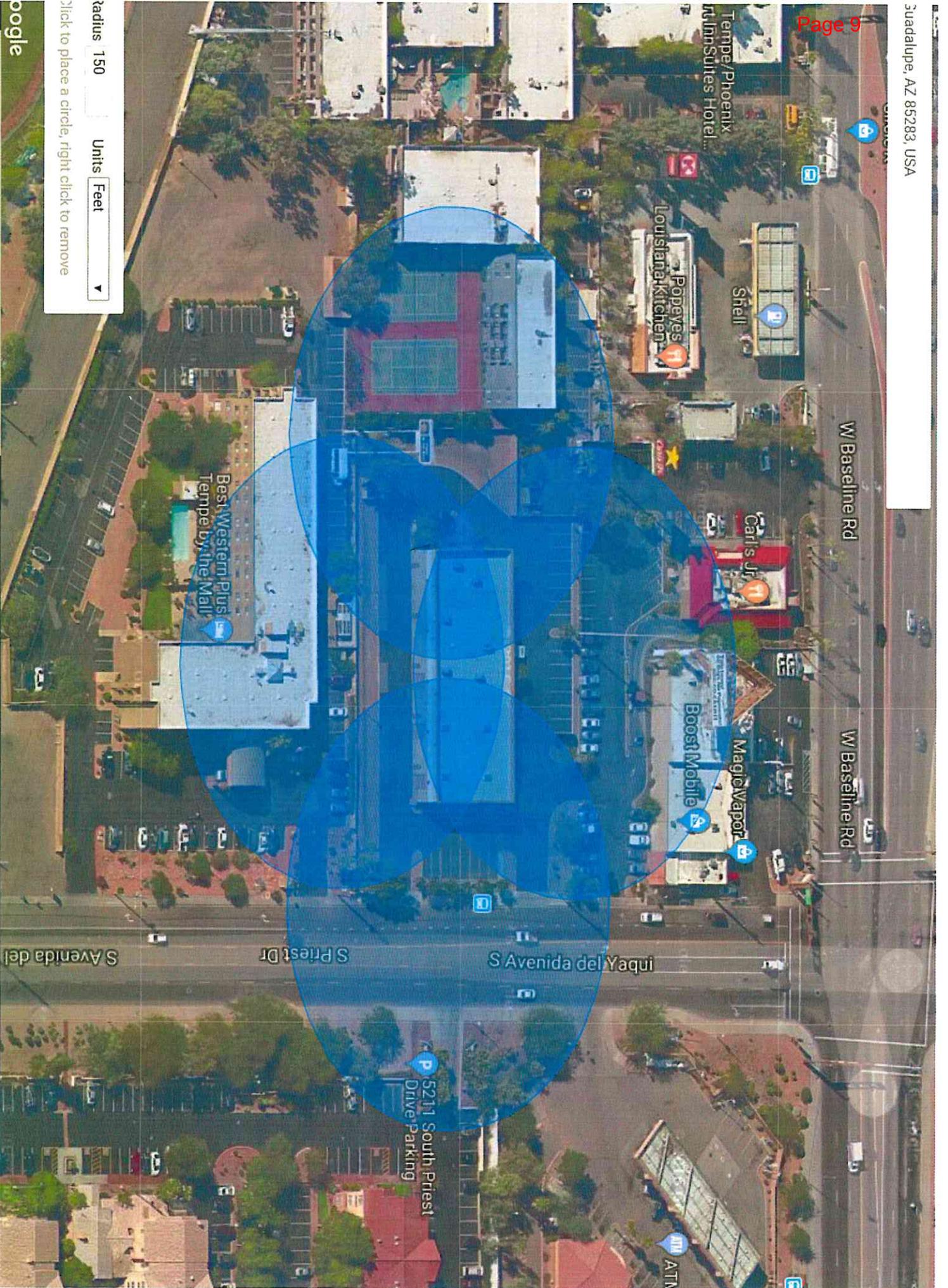
McDonald's

SpringHill Suites b
Marriott Tempe at

radius 150 Units: Feet

click to place a circle, right click to remove





Tempe, Phoenix
Hilton Suites Hotel...

Popover's
Louisiana Kitchen

Shell

W Baseline Rd

Carl's Jr.

Boost Mobile

Magic Vapor

W Baseline Rd

S Avenida del Yaqui

S Priest Dr

P 5211 South Priest
Drive Parking

ATM

Radius 150

Units Feet

Click to place a circle, right click to remove

Google

OWNERSHIP LIST

Parcel Number, Name, and Mailing Address of all parcel owners within 150' radius of applicant's property

- 1) 301-10-011L
Cheeseburger LLC
3544 Via Los Colorados
Lafayette, CA 94549
- 2) 301-10-175
Tempe Phoenix Airport Resort LLC
1730 E Northern ave Ste 122
Phoenix, AZ 85020
- 3) 301-10-011Q
Gurkirpa Hotel Group LLC
2633 E Indian School RD Ste 120
Phoenix, AZ 85016
- 4) 301-10-011B
Woodmansee William R/Bevely TR
12841 S 46th ST
Phoenix, AZ 85044
- 5) 301-10-011F
Baseline Commerce LLC
1130 W Warner RD Bldg. B
Tempe, AZ 85284
- 6) 301-10-011T
Gurkirpa Hotel Group LLC
2633 E Indian School RD Ste 120
Phoenix, AZ 85016
- 7) 301-10-011S
Gurkirpa Hotel Group LLC
2633 E Indian School RD Ste 120
Phoenix, AZ 85016

8) 301-07-005T
Circle K Stores INC
PO BOX 52085
Phoenix, AZ 85072-2085

9) 301-07-325
MCRT Tempe 2 LLC
152 W 57th ST
New York, NY 10019

301-10-011L
Cheeseburger LLC
3544 Via Los Colorados
Lafayette, CA 94549

301-10-011Q
Gurkirpa Hotel Group LLC
2633 E Indian School RD Ste 120
Phoenix, AZ 85016

301-10-011F
Baseline Commerce LLC
1130 W Warner RD Bldg. B
Tempe, AZ 85284

301-10-011S
Gurkirpa Hotel Group LLC
2633 E Indian School RD Ste 120
Phoenix, AZ 850168)

301-07-325
MCRT Tempe 2 LLC
152 W 57th ST
New York, NY 10019

301-10-175
Tempe Phoenix Airport Resort LLC
1730 E Northern ave Ste 122
Phoenix, AZ 85020

301-10-011B
Woodmansee William R/Bevely TR
12841 S 46th ST
Phoenix, AZ 85044

301-10-011T
Gurkirpa Hotel Group LLC
2633 E Indian School RD Ste 120
Phoenix, AZ 85016

301-07-005T
Circle K Stores INC
PO BOX 52085
Phoenix, AZ 85072-2085

Feed sheet ↑

↑ Sans de la feuille

THE RECORD REPORTER

~ SINCE 1914 ~

2025 N THIRD ST #155, PHOENIX, AZ 85004-1425
Telephone (602) 417-9900 / Fax (602) 417-9910

Publishing for Maricopa
and Pima Counties

NANCY HOLGUIN
TOWN OF GUADALUPE
9241 S AVENIDA DEL YAQUI
GUADALUPE, AZ - 85283

RR# 3120057

NOTICE OF PUBLIC HEARING
VARIANCE FOR A SPECIFIC
LOCATION MEDICAL MARIJUANA
DISPENSARY HOURS OF
OPERATION The Town Council of
Guadalupe shall hold a meeting open
to the public on the 26th day of April,
2018 at 6:00 p.m. at the Guadalupe
Town Hall located at 9241 S. Avenida
del Yaqui, Guadalupe, Arizona, for the
following purpose – public hearing to
consider: 1. Application by G.T.L.,
LLC for a variance to the Town Zoning
Code as it relates to the hours of
operation for its' marijuana dispensary
as set forth by Town of Guadalupe
Zoning Ordinance Article 2, Part III,
Section 1, Subsection C, Paragraph 5
limiting the hours of operation to not
earlier than 8:00 A.M and not later
than 6:00 P.M.. 2. The applicant is
seeking authorization of the
continuation of the variance permitting
hours of operation open to the public
from 8:00 A.M. to 9:00 P.M. seven
days a week, as approved by Town
Council on June 29, 2017. 3. The
applicant, in addition, is seeking an
extension of hours of operation open
to the public from 9:00 P.M. to 11:00
P.M. seven days a week. Written
comments or objections may be filed
at the Guadalupe Town Hall prior to,
or at the hearing. Members of the
public may also speak at the hearing
as it relates to this variance request.
Copies of the application and zoning
requirements are available for review
at the Town Hall.
4/11/18

RR-3120057#

AFFIDAVIT OF PUBLICATION

Reference #:

Notice Type: MCHRG - NOTICE OF HEARING

Ad Description: VARIANCE FOR A SPECIFIC LOCATION MEDICAL
MARIJUANA DISPENSARY HOURS OF OPERATION

I, Diane Heuel, am authorized by the publisher as
agent to make this affidavit. Under oath, I state that the following is true and
correct.

THE RECORD REPORTER is a newspaper of general circulation published
Monday, Wednesday and Friday except legal holidays, in the County of
Maricopa (also publishing for Pima County), State of Arizona. The copy
hereto attached is a true copy of the advertisement as published on the
following dates:

04/11/2018

[Handwritten signature]

State Of Arizona)
)ss.
County Of Maricopa)

Subscribed and sworn to before me on the 11th day of April, 2018

[Handwritten signature of Leona J. Gibson]



LEONA J. GIBSON
Notary Public - Arizona
Maricopa County
Expires 04/15/2019



RESOLUTION NO. 2018.09

A RESOLUTION OF THE TOWN COUNCIL OF THE TOWN OF GUADALUPE, ARIZONA, AUTHORIZING THE MAYOR TO SIGN AN INTERGOVERNMENTAL AGREEMENT WITH MARICOPA COUNTY FOR REGIONAL EMERGENCY OPERATIONS MANAGEMENT AND DISASTER SERVICES.

WHEREAS, there is an existing possibility of the occurrence of disasters of unprecedented size and destructiveness resulting from natural, technological, national security or other causes; and,

WHEREAS, the parties mutually desire that preparation shall be adequate to provide for the common defense against disaster; and,

WHEREAS, the parties mutually desire to assure the coordinated preparation and execution of emergency management programs and plans for the preservation of life and property when disasters occur in accordance with the guidance set forth in the Robert T. Stafford Disaster Relief and Emergency Assistance Act, Public Law 93-288, as amended, 42 U.S.C. 5121-5207; Post Katrina Emergency Management Reform Act of 2006, Public Law 109-295; applicable Federal Emergency Management Guides and Directives; and applicable State of Arizona Emergency Plans; and,

WHEREAS, the intergovernmental Regional Disaster and Emergency Management Services Agreement with Maricopa County shall become effective on July 1, 2018 (Attachment A); and

NOW THEREFORE, BE IT RESOLVED BY THE TOWN COUNCIL OF THE TOWN OF GUADALUPE, ARIZONA AS FOLLOWS:

The Mayor is authorized and directed to execute all documents in furtherance of this intergovernmental agreement with Maricopa County for Regional Emergency Operations Management and Disaster Services.

PASSED AND ADOPTED BY THE TOWN COUNCIL OF THE TOWN OF GUADALUPE, ARIZONA, this _____ day of _____, 2018.

Valerie Molina, Mayor

ATTEST:

Jeff Kulaga, Town Manager / Clerk

APPROVED AS TO FORM:

David Ledyard, Town Attorney

Attachment C

INTERGOVERNMENTAL AGREEMENT FOR
REGIONAL EMERGENCY OPERATIONS MANAGEMENT AND DISASTER SERVICES
BETWEEN MARICOPA COUNTY, ARIZONA
AND THE
TOWN OF GUADALUPE

This Regional Disaster and Emergency Management Services Agreement (“Agreement”) goes into effect on the 1st day of July 2018 (the “Effective Date”), by and between Maricopa County, a political subdivision of the State of Arizona (“County”), and the Town of Guadalupe, a public agency of the State of Arizona (“Public Agency”).

STATUTORY AUTHORIZATION

County and Public Agency are empowered by A.R.S. sections 11-951 et seq. and A.R.S. section 26-308 (A) and (B) to enter into this Agreement.

BACKGROUND

WHEREAS, there is an existing possibility of the occurrence of disasters of unprecedented size and destructiveness resulting from natural, technological, national security or other causes; and,

WHEREAS, the parties mutually desire that preparation shall be adequate to provide for the common defense against disaster; and,

WHEREAS, the parties mutually desire to assure the coordinated preparation and execution of emergency management programs and plans for the preservation of life and property when disasters occur in accordance with the guidance set forth in the Robert T. Stafford Disaster Relief and Emergency Assistance Act, Public Law 93-288, as amended, 42 U.S.C. 5121-5207; Post Katrina Emergency Management Reform Act of 2006, Public Law 109-295; applicable Federal Emergency Management Guides and Directives; and applicable State of Arizona Emergency Plans:

NOW, THEREFORE, in consideration of the mutual covenants contained herein, it is hereby agreed by and between County and Public Agency as follows:

DEFINITIONS

1. For purposes of this Agreement, the term “public agency” shall have the same definition as that contained in A.R.S. §11-951.
2. “Participating Public Agencies” means those public agencies, which have active agreements for Disaster and Emergency Management Services with County.
3. “Total Budget” means the Maricopa County Department of Emergency Management’s General Fund and Grant Fund expenditure budgets as adopted by the Maricopa County Board of Supervisors, plus baseline internal/central service charges, for the Preceding Fiscal Year. Budgeted fund balance expenditures, annual maintenance cost for the comprehensive emergency management tool and capital items are not included in the “Total Budgeted” calculation.
4. “Local Budget” means the Total Budget less any contributions or reimbursements to that budget from the federal government.

5. “Preceding Fiscal Year” means the year immediately preceding the fiscal year for which a participating public agency’s annual assessment is being determined. Annual Assessments are based on the proceeding year’s Local Budget. For example, a public agency’s annual assessment for FY2019 is based on the Maricopa County Department of Emergency Management’s Local Budget for FY2018.
6. “Capital Items” means fixed assets such as furniture, computers, etc., which shall remain the property of the County. Capital items will physically remain with County, which shall bear the risk of damage thereto or loss thereof.
7. “Population” means the most recent U.S. census figure for each Participating Public Agency. This figure is normally calculated every 10 years, but if a supplementary census is conducted out of the 10 year cycle, the supplementary census numbers will be used, provided that all participating public agencies are included in the supplementary census.

TERMS OF AGREEMENT

1. County Obligations

County shall:

- a. Prepare and maintain a county Emergency Operations Plan or Plans (“EOP”) with due consideration of hazards that affect all areas in the County.
- b. Advise and assist Public Agency in the development, review, update, publication, and distribution of an EOP developed by Public Agency.
- c. Advise and assist Public Agency in the development, review, update, publication, and distribution of Continuity of Operations Plans
- d. Advise and assist Public Agency in the development, review, update, publication, and distribution of a Multi-Hazard Mitigation Plan.
- e. Advise and assist Public Agency in the development, review, update, publication, and distribution of a Community Wildfire Protection Plan.
- f. Advise and assist Public Agency with the disaster and emergency management training of such employees as Public Agency shall designate.
- g. Provide and maintain a coordinated countywide emergency management program for extraordinary operational systems not provided for in normal governmental operations, including: Warning Systems, Communications System, comprehensive emergency management and planning, and an Emergency Operations Center.
- h. Provide and maintain, and issue access to a comprehensive emergency management software tool to expedite the emergency operations center processes.
- i. Develop and maintain a countywide comprehensive electronic interactive resource database of government owned and other resources available for use in the event of a disaster.
- j. Provide assistance with local emergency declarations and obtaining Federal and / or State funds available to Public Agency for emergency management and disaster purposes.

- k. Advise and assist Public Agency in the timely preparation of reports and other documentation required by the state and / or federal governments for emergency management purposes.
- l. Offer coordination assistance to Public Agency for major events or disasters affecting Public Agency.
- m. In its sole discretion, have the option to act as a backup EOC for partner cities
- n. Assist Public Agency in the design, development, delivery, and after action reporting of exercises scheduled by Public Agency to test its disaster response capability.
- o. Advise and assist Public Agency with emergency shelter assessments and Americans with Disabilities Act compliance.
- p. Advise and assist Public Agency in complying with the provisions of Title 26, Chapter 2, Arizona Revised Statutes, and State policies and procedures.
- q. Advise and assist Public Agency with public awareness and education including but not limited to:
 - (1) Providing disaster response pamphlets/handouts to Public Agency emergency management personnel for later distribution to the public.
 - (2) Delivering disaster response pamphlets/handouts to libraries, community centers, and senior centers located in Public Agency.
 - (3) Coordinating with Public Agency to assist with public outreach activities on disaster and emergency-related subjects to schools, civic groups and similar organizations.
 - (4) Coordinating with Public Agency to assist with public outreach activities such as staffing information booths at fairs, safety days and similar events.
- r. Notify Public Agency of its annual assessment for each upcoming fiscal year no later than March 1 of the Preceding Fiscal Year.
- s. Assist Public Agency with other disaster and emergency management programs as may be agreed upon.

2. **Public Agency Obligations**

Public Agency shall:

- a. Develop, publish and distribute an EOP which is complementary to and compatible with County's EOP.
- b. Develop and conduct such emergency management training programs and exercises as it deems necessary.
- c. Have the option to act as a backup to the County if it needs an alternate location.
- d. Collect and provide disaster and emergency management information, such as annual NIMS reporting, when so required by the state or federal government.

- e. During each fiscal year (July 1 to June 30) of the term of this Agreement, pay to County an annual assessment to be determined as follows:
 - (1) County will pay 50% of the Local Budget plus that portion of the Local budget allocated to Capital Items.
 - (2) The remainder of the Local Budget will be paid by the participating public agencies.
 - (3) Public Agency's annual assessment shall be determined by dividing Public Agency's Population by the Total Population of the participating public agencies and then multiplying the quotient by that portion of the Local Budget allocated to the participating public agencies in the preceding paragraph.
 - (4) Public Agencies will pay a fixed amount based on the actual annual maintenance cost of comprehensive emergency management tool. The total annual maintenance will be divided by all Participating Public Agencies equally.
3. This Agreement supersedes any and all agreements, either written or oral, between the parties hereto with respect to the subject matter contained herein and contains all the covenants and agreements between the parties with respect to the rendering of disaster and emergency management services. Except as otherwise provided herein, any effective modification must be in writing signed by both parties.
4. The parties acknowledge that this Agreement is subject to cancellation pursuant to A.R.S. §38-511.
5. In the event of any controversy, which may arise out of this Agreement, the parties agree that the matter shall be arbitrated as provided in A.R.S. §12-1518(A). The method of arbitration and the selection of arbitrators shall be decided by the mutual agreement of the parties at such time as arbitration services are needed. This Agreement shall be governed by and construed in accordance with the laws of the State of Arizona.
6. The term of this Agreement shall commence on the Effective Date and continue until June 30, 2023, unless sooner terminated as provided herein. The Agreement may be terminated by either party giving written notice of such intention to the other party not less than ninety (90) days prior to June 30 of the year during which the notice is given, which shall be the effective date of the termination.
7. To the extent provisions of A.R.S. §41-4401 are applicable, all Parties warrant to each Party that they will comply with all Federal Immigration laws and regulations that relate to their employees and that each now complies with the E-Verify Program under A.R.S. §23-214(A).
 - a. A breach of this warranty will be considered a material breach of this Agreement and may subject the breaching party to penalties up to and including termination of this Agreement.
 - b. All of the Parties retain the legal right to inspect the papers of any employee who works pursuant to this Agreement or any related subcontract to ensure compliance with the warranty given above.
 - c. Any Party may conduct a random verification of the employment records of any other Party to ensure compliance with this warranty.
 - d. A Party will not be considered in material breach of this Agreement if it establishes that it has complied with the employment verification provisions prescribed by 8 USCA §1324(a) and (b) of

the Federal Immigration and Nationality Act and the E-Verify requirements prescribed by A.R.S. §23-214(A).

- e. The provisions of this Article must be included in any contract either Party enters into with any and all of its contractors or subcontractors who provide services under this Agreement.
- 8. To the extent permitted by law, each Party does hereby covenant and agree to indemnify, defend, and hold harmless the other Party, their elected officials, appointees, officers, employees, contractees, and agents from and against any and all suits, actions, legal or administrative proceedings, claims, demands or damages of any kind or nature relating to this Agreement which, are the result of any act or omission of the Party, its officers, employees, contractees, agents, and anyone acting under its direction or control, whether intentional or negligent, in connection with or incident to this Agreement. Failure of a Party to comply with the terms of this Agreement shall not provide the basis of any third party action against any of the Parties.
- 9. Pursuant to A.R.S. §23-1022(D), for the purposes of worker's compensation coverage, all employees of each Party covered by this Agreement shall be deemed to be an employee of all Parties. The primary employer shall be solely liable for payment of worker's compensation benefits.
- 10. Any notices required or permitted to be given hereunder by either party to the other may be given by personal delivery in writing or by registered or certified mail, postage prepaid, with return receipt requested. Notices shall be addressed to the parties at the addresses appearing below, but each party may change such party's address by written notice given in accordance with this paragraph. Notices delivered personally will be deemed communicated as of actual receipt; mailed notices will be deemed communicated as of three (3) days mailing. Notices shall be addressed as follows:

To County to the attention of:

To Public Agency to the attention of:

Director
Maricopa County Department of
Emergency Management
5630 East McDowell Rd
Phoenix, AZ 85008

Fire Chief
Guadalupe Fire Department
8413 S. Avenida Del Yaqui
Guadalupe, AZ 85283

- 11. If any provision of this Agreement is held by a court of competent jurisdiction or applicable state or federal law and their implementing regulations to be invalid, void or unenforceable, the remaining provisions will nevertheless continue in full force and effect.

Dated this 26th day of April, 2018.

Dated this ____ day _____, 20____.

Valerie Molina, Mayor
Town of Guadalupe

For County:
Steve Chucri
Chairman, Board of Supervisors

The undersigned attorneys for the respective parties each hereby certify that they have reviewed this Agreement and find that it is in proper form, and within the power and authority granted to their respective clients under the laws of the State of Arizona.

David E. Ledyard
Town Attorney

Anne Longo
Deputy County Attorney

ATTEST _____
Jeff Kulaga
Town Manager / Clerk

Fran McCarroll
Clerk of the Board



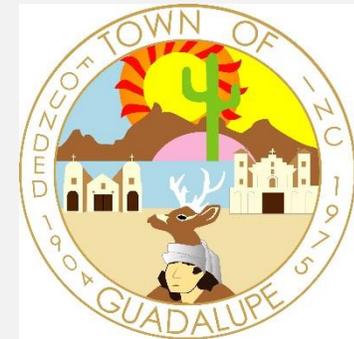
**PROPOSED FY 2018/19 TOWN BUDGET
INTRODUCTION**

Attachment D

April 26, 2016

TENTATIVE BUDGET TIMELINE FOR: PROPOSED FY 2018/19 TOWN BUDGET

- April 26, 2018:** **Introduce Proposed FY 2018/19 Budget to Town Council**
- June 14, 2018:** **Town Council to Adopt Tentative FY 2018/19 Budget**
- June 28, 2018:* *Available date*
- July 12, 2018:** **Town Council to Adopt Final FY 2018/19 Budget**
- July 26, 2018:* *Available date*



BUDGET PROCESS FOR: PROPOSED FY 2018/19 TOWN BUDGET PROCESS

Step 1: Using 9 months of 2018 actuals to estimate FY2018 end of year fund balances as starting point for Proposed FY 2018/19 Town Budget.

BUDGET PROCESS FOR: PROPOSED FY 2018/19 TOWN BUDGET PROCESS

Step 1: Using 9 months of 2018 actuals, estimate FY2018 end of year fund balances as starting point for Proposed FY 2018/19 Town Budget.

Step 2: Identify where Town monies come from and where monies go.

BUDGET PROCESS FOR: PROPOSED FY 2018/19 TOWN BUDGET PROCESS

Step 1: Using 9 months of 2018 actuals, estimate FY2018 end of year fund balances as starting point for Proposed FY 2001/19 Town Budget.

Step 2: Identify where Town monies come from and where monies go.

Step 3: Estimate Proposed FY 2018/19 operating revenues and expenses based on recent year actuals and projected needs. Key: operating budget does not include grant requests. Only funded and approved grant requests (SRP & CDBG).

BUDGET PROCESS FOR: PROPOSED FY 2018/19 TOWN BUDGET PROCESS

Step 1: Using 9 months of 2018 actuals, estimate FY2018 end of year fund balances as starting point for Proposed FY 2001/19 Town Budget.

Step 2: Identify where Town monies come from and where monies go.

Step 3: Estimate Proposed FY 2018/19 operating revenues and expenses based on recent year actuals and projected needs. Key: operating budget does not include grant requests. Only funded and approved grant requests.

Step 4: Summarize grant requests as approved by Council and add an additional \$1M of grants to provide budget capacity.

*****RAISE THE ROOF TO PROVIDE FOR SPENDING AUTHORITY*****

BUDGET PROCESS FOR: PROPOSED FY 2018/19 TOWN BUDGET PROCESS

Step 1: Using 9 months of 2018 actuals, estimate FY2018 end of year fund balances as starting point for Proposed FY 2001/19 Town Budget.

Step 2: Identify where Town monies come from and where monies go.

Step 3: Estimate Proposed FY 2018/19 operating revenues and expenses based on recent year actuals and projected needs. Key: operating budget does not include grant requests. Only funded and approved grant requests.

Step 4: Summarize grant requests as approved by Council and add an additional \$1M of grants to provide budget capacity.

Step 5: Combine operating budget with grant requests to establish Proposed FY 2018/19 Town Budget.

BUDGET PROCESS FOR: PROPOSED FY 2018/19 TOWN BUDGET PROCESS

Step 1: Using 9 months of 2018 actuals, estimate FY2018 end of year fund balances as starting point for Proposed FY 2001/19 Town Budget.

Step 2: Identify where Town monies come from and where monies go.

Step 3: Estimate Proposed FY 2018/19 operating revenues and expenses based on recent year actuals and projected needs. Key: operating budget does not include grant requests. Only funded and approved grant requests.

Step 4: Summarize grant requests as approved by Council and add an additional \$1M of grants to provide budget capacity.

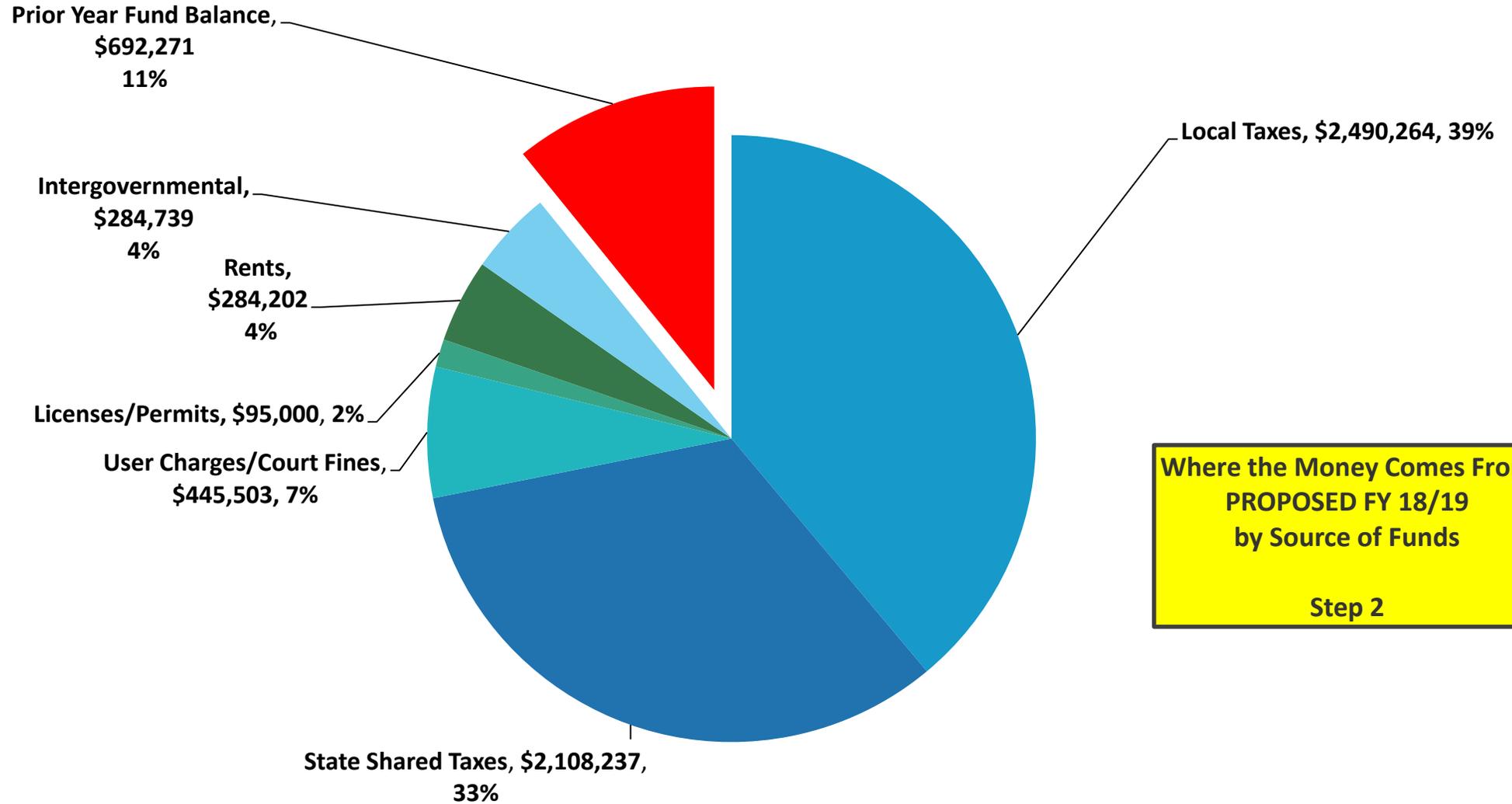
Step 5: Combine operating budget with grant requests to establish Proposed FY 2018/19 Town Budget.

Step 6: Introduce Proposed FY 2018/19 Town Budget to Council.

Step 1: Year to Actual Summary thru March 30, 2018

Net of Grants Not Received

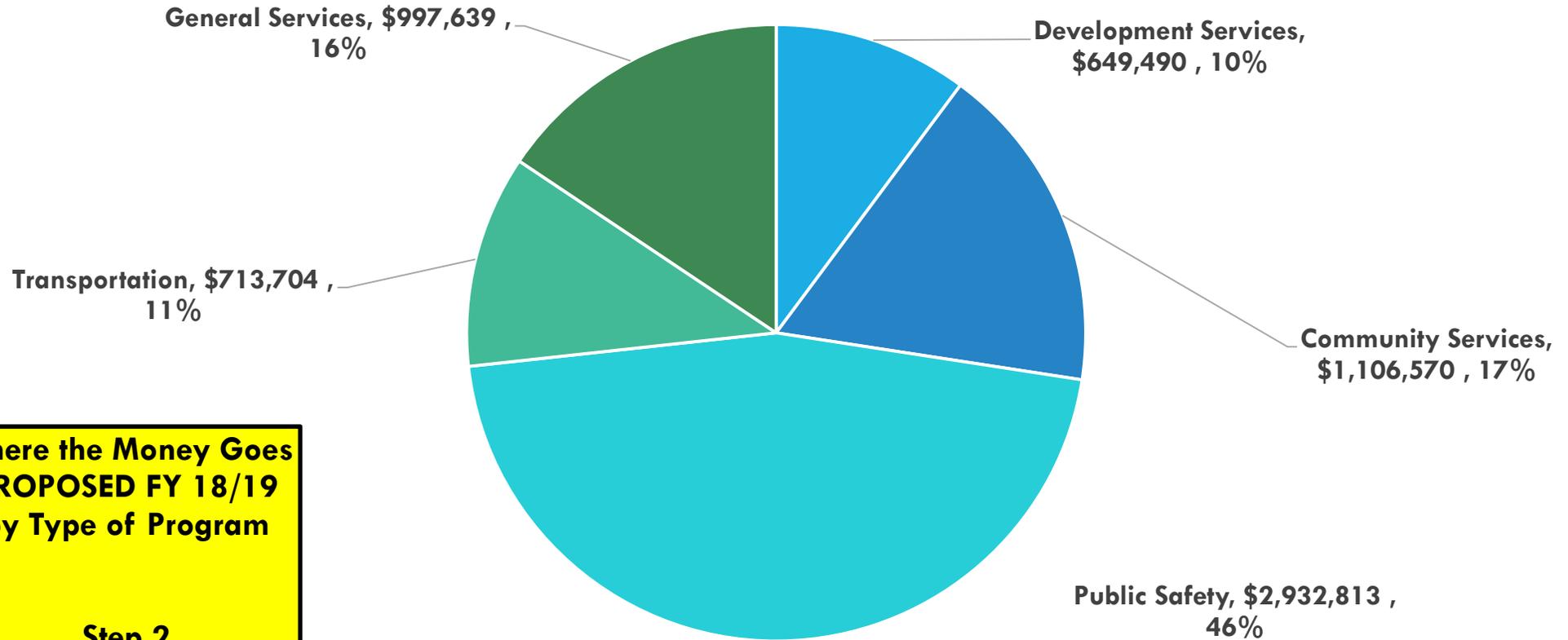
	General Fund	Senior Center	CAP	Mercado	HURF/LTAF	Sewer	Refuse	Bond	Total	Budget
Revenue	3,426,803	115,117	63,564	122,223	321,556	55,886	190,893	0	4,296,043	5,496,962
Expense	(3,156,996)	(145,899)	(99,444)	(133,608)	(322,287)	(95,299)	(239,742)	(219,188)	(4,412,461)	(6,097,359)
Transfer in (out)	(285,850)	30,783	35,880	0	(9,542)	9,542	0	219,188	0	0
Net	(16,042)	0	0	(11,384)	(10,273)	(29,870)	(48,849)	0	(116,418)	(600,397)
Prior Year	891,033	0	0	25,108	11,576	1,270,505	275,363	0	2,473,586	2,473,586
Total	874,991	0	0	13,724	1,304	1,240,635	226,515	0	2,357,168	1,873,189



Where the Money Comes From
PROPOSED FY 18/19
by Source of Funds
Step 2

**Where the Money Goes
PROPOSED FY 18/19
by Type of Program**

Step 2

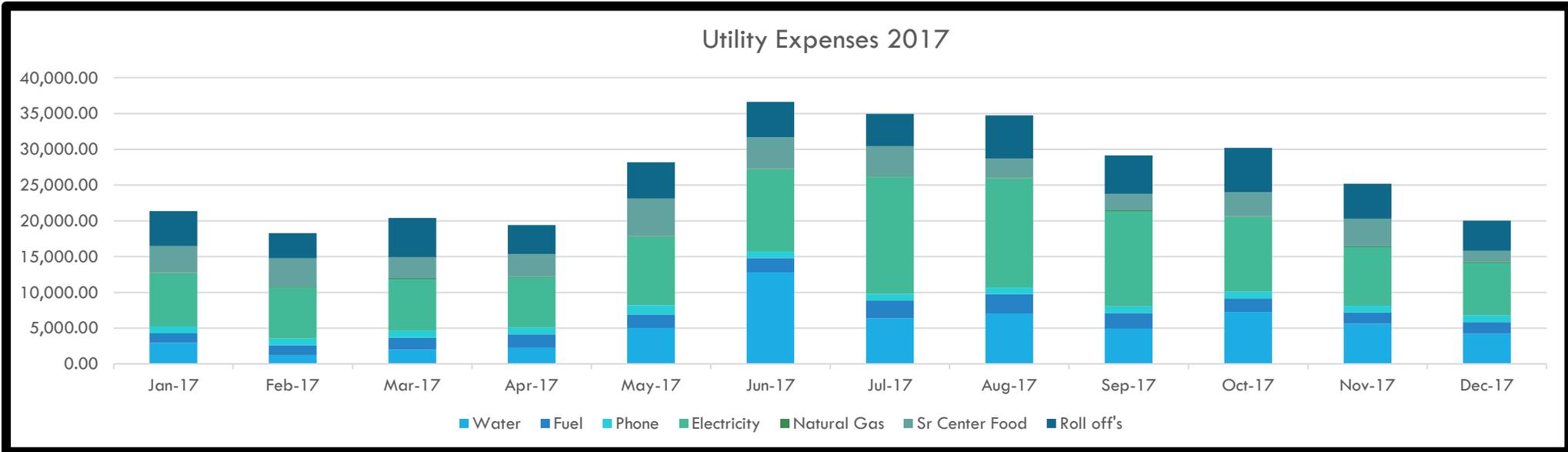


STEP 3: PROPOSED FY 2018/19 OPERATING OVERVIEW

FY 2018/19 All Funds Operations only (no grants) (\$)							
	Estimated						
	Fund Bal/	Budgeted	Budgeted	Gain/(Loss)	Transfer		
	Net Position	18/19	18/19	18/19	18/19	Fund Bal	Fund Bal
Town Fund	Jun-18	Revenue	Expenses		In/(Out)	2019	Change
General Fund	868,377	4,553,717	4,282,292	271,425	(513,277)	626,525	(241,852)
Senior Center (AAA)	0	146,139	251,484	(105,345)	105,345	0	0
Community Action Program	0	35,000	104,267	(69,267)	69,267	0	0
Tianguis	9,929	144,500	173,319	(28,819)	18,890	0	(9,929)
MPC-Bond	0	0	292,250	(292,250)	292,250	0	0
LTAf	(7,553)	16,296	36,269	(19,973)	27,526	0	7,553
*CDBG	0	0	0	0	0	0	0
*Housing	0	0	0	0	0	0	0
HURF	0	405,290	677,435	(272,145)	272,145	0	0
Sewer	1,205,146	84,000	231,923	(147,923)	(272,145)	785,078	(420,068)
Refuse	210,232	323,003	350,978	(27,975)		182,257	(27,975)
Totals (Unrestricted Fund Bal/Net Position)		5,707,945	6,400,216	(692,271)			

SNAPSHOT: UTILITY & SERVICES SPENDING (\$)

	Jan-17	Feb-17	Mar-17	Apr-17	May-17	Jun-17	Jul-17	Aug-17	Sep-17	Oct-17	Nov-17	Dec-17	TOTALS
Water	2,942.26	1,191.75	1,978.55	2,279.42	5,046.57	12,818.38	6,366.57	7,034.01	4,941.77	7,261.70	5,618.47	4,213.93	61,693.38
Fuel	1,330.78	1,426.99	1,679.81	1,850.68	1,856.40	1,973.88	2,508.62	2,706.77	2,174.60	1,913.59	1,558.10	1,643.83	22,624.05
Phone	957.50	960.60	972.82	961.53	1,273.89	905.19	910.14	916.74	928.92	924.43	924.16	924.16	11,560.08
Electricity	7,433.35	7,106.43	7,217.43	7,016.46	9,590.56	11,479.56	16,364.41	15,232.04	13,317.57	10,480.79	8,255.56	7,326.18	120,820.34
Natural Gas	95.48	103.05	107.73	101.76	116.41	107.61	101.89	107.42	104.61	107.75	104.92	109.54	1,268.17
Sr Center Food	3,707.54	3,974.75	2,944.98	3,184.72	5,215.95	4,385.90	4,187.64	2,715.59	2,291.16	3,329.80	3,825.05	1,607.81	41,370.89
Roll off's	4,881.02	3,531.12	5,494.65	4,022.87	5,075.48	4,959.31	4,512.56	6,038.40	5,378.01	6,196.53	4,909.00	4,205.21	59,204.16
													318,541.07



SNAPSHOT: TOWN RESPONSIBILITIES

- ✓ 13 miles of streets
- ✓ 5 miles of alleys
- ✓ 1.3 miles of Highline Canal
- ✓ 20 miles of sewer lines
- ✓ 233 street lights
- ✓ 18 acres of parks and basins
- ✓ Senior Center
- ✓ Town Hall Campus
- ✓ Mercado
- ✓ Maintenance Yard

- ✓ **Programs and Services:**
 - ✓ Senior Center
 - ✓ CAP
 - ✓ Fire and Life Safety
 - ✓ Mercado
 - ✓ Courts
 - ✓ Code Enforcement
 - ✓ Finance / Accounts
 - ✓ Clerk
 - ✓ Administration
 - ✓ Public Works
 - ✓ Community Service and Resources
- ✓ 32 employees: 18 full time, 14 part time
- ✓ \$1.39 M annually

FY 2018/19 PROPOSED BUDGET GENERAL FUND

✓ Revenue:

- ✓ One time construction bump: \$60K building permits.

✓ Expenditures:

- ✓ No salary or wage increases.
- ✓ No reductions in workforce.
- ✓ Maintain current levels of Town service delivery.
- ✓ Savings of \$20K for Building Inspection Services.

✓ Results:

- ✓ \$241,852 projected use of General Fund balance
- ✓ \$241K/\$868K = 27%
- ✓ Fund balance from an estimated \$868K to \$626K

✓ General Fund offsets expenditures:

- ✓ Senior Center \$ 105,345
- ✓ CAP \$ 69,267
- ✓ Mercado \$ 18,890
- ✓ Bond \$ 292,250
- ✓ LTAF \$ 27,526

✓ Direct expenditures:

- ✓ Town dept. \$ 4,282,292

✓ Message:

- ✓ Continued reliance on fund balance is not a sustainable fiscal solution.

HURF & SEWER FUNDS ANALYSIS

HURF AND SEWER FUNDS (\$)	Estimated					
	Fund Bal/	Budgeted	Budgeted	Gain/(Loss)	Transfer	
	Net Position	18/19	18/19	18/19	18/19	Fund Bal
Town Fund	Jun-18	Revenue	Expenses		In/(Out)	2019
HURF	0	405,290	677,435	(272,145)	272,145	0
Sewer	1,205,146	84,000	231,923	(147,923)	(272,145)	785,078

✓ HURF Analysis:

- ✓ \$258,000 Calle Sahuaro & Calle Naranja project construction expense.
- ✓ \$258K is 94% of \$272K HURF fund deficit.
- ✓ Using sewer fund to subsidize HURF fund, while sewer lines replacement needs are inevitable.
- ✓ Recommended to restrict grant fund projects to minimal local match.

✓ Sewer Analysis:

- ✓ \$63,000 Calle Sahuaro & Naranja project sewer line expense in addition to \$258K.
- ✓ \$40,000 allocated to sewer line repairs due to ruptures.
- ✓ \$103K of \$231K budgeted for sewer line repairs.
- ✓ Sewer Line study needed – estimated \$150,000 for comprehensive analysis
- ✓ **Flood Control Projects:**
 - ✓ \$321,000 of town funds required for Flood Control Projects totaling \$745,000

STEP 4: FY 2018/19 TOWN GRANT REQUESTS

GRANT REQUESTS						
Department	Item Requested	Amount (\$)	Purpose	One Time Purchase Y/N	Ongoing Y/N	Proposed Source
Senior Center	AC Units, Roof, Kitchen Equip	80,000	A/C units old, Roof leaks, Kitchen equipment outdated	Yes	No	Ak-Chin
Capital Outlay	Usable Space	30,000	Possible Lease	Yes	No	Fort McDowell
Capital Outlay	Striping/Signage/Equipment	25,000	Guadalupe Rd Ped Safety	No	No	Tohono O'odham
Fire	Type 1 Fire truck	65,000	Engine Lease Payment		No	Ak Chin
Fire	Heart Monitors	60,000	Purchase 2 Cardiac Heart Monitors, 1 AED and service plan.	Yes	No	Gila River
Fire	Active Shooter Equip/Training	20,000	Equip and train staff for active shooter response	Yes	No	Gila River
Fire	Command Vehicle	75,000	Replace currant vehicle used for Command, Community Service and Events	Yes	No	PYT
Fire	Personal Protective Clothing**	35,000	Purchase 10 sets Firefighter Turnout Gear	Yes	No	Tohono O'odham
Fire	Air and Light Trailer	99,000	Air and Light Trailer	Yes	No	FEMA
HURF	Calle Carlos/Vaui Nawi	110,000	Neighborhood Safety	Yes	No	Fort McDowell
HURF	3 Surplus Trucks	60,000	Current trucks are falling apart and unable to move equipment	Yes	No	PYT
CAP	Community Assistance	80,000	To provide assistance to those in need	No	No	PYT
HURF	W Guad Rd Underground Lines -SRP	221,000	Beatification	Yes	No	SRP/Funded
HURF	E Guad Rd Underground Lines -SRP	108,000	Beatification	Yes	No	SRP
Administration	Capital needs	1,000,000	Budget capacity	TBD	TBD	Various
	Total	2,068,000				

IDENTIFIED UNFUNDED NEEDS – NOT INCLUDED

Department	Budget Line Item	Item Requested	Amount (\$)	Purpose	One Time Purchase	Ongoing
Fire	Misc Grants (FEMA AFG)	Air and Light Trailer	11,000	Improve Safety	Yes	No
Fire	Salaries and Wages	3 Fulltime Firefighters	123,300	Convert 3 Reserve Firefighter positions to Fulltime	No	Yes
Fire	Reserve Salaries and Wages	Reserve Pay Increase	39,000	Reserve Firefighter Pay increase	No	Yes
Fire	Maintenance Contracts	Cardiac Monitor Service Plan	3,352	Heart Monitor Maint.	Yes	Yes
Fire	Dues – Subscriptions – Memberships	Aldatec – Management software	2,500	Records Management System	Yes	Yes
Fire	Building Repairs	New Fire Station	3,000,000	Improve Facilities	Yes	No
Library	Building Enhancement	Outside Seating	10,000	Area Enhancement	Yes	No
Sewer	Sewer Repairs	Mapping of sewer conditions	150,000	Asset Management	Yes	No
Public works	Streets	Resurface Town Hall Parking Lot	80,000	Asset Management	Yes	No
Parks	Lights	Park/Path Lighting	75,000	Improved Safety / Reduce Cost	Yes	Yes
		Total	3,494,152			

STEP 5: FY 2018/19 PROPOSED TOWN BUDGET

All Funds/Operations and Grants (\$)						
	Estimated					
	Fund Bal/	Budgeted	Budgeted	Gain/(Loss)	Transfer	
	Net Position	18/19	18/19	18/19	18/19	Fund Bal
Town Fund	Jun-18	Revenue	Expenses		In/(Out)	2019
General Fund	868,377	6,467,701	6,196,276	271,425	(513,277)	626,525
Senior Center (AAA)	0	146,139	251,484	(105,345)	105,345	0
Community Action Program	0	115,000	184,267	(69,267)	69,267	0
Tianguis	9,929	144,500	173,319	(28,819)	18,890	0
MPC-Bond	0	0	292,250	(292,250)	292,250	0
LTAf	(7,553)	16,296	36,269	(19,973)	27,526	0
*CDBG	0	1,408,050	1,408,050	0	0	0
*Housing	0	320,000	320,000	0	0	0
HURF	0	1,230,759	1,502,904	(272,145)	272,145	0
Sewer	1,205,146	84,000	231,923	(147,923)	(272,145)	785,078
Refuse	210,232	323,003	350,978	(27,975)		182,257
Totals (Unrestricted Fund Bal/Net Position)		10,255,448	10,947,719	(692,271)		
* Fund Balance Restricted						

USE OF FUND BALANCES

Impacts to Town:

- Limits fiscal capacity for asset management – repair, maintenance and upkeep of parks, roads, buildings.
- No capacity for capital projects – renovate Fire Station, expand Senior Center, and replace Town vehicles.
- Limits capacity for likely public safety cost increases: FD – 3 full time Firefighters; MCSO contract.
- Limits capacity for minimum wage increases

- Extremely difficult to reduce levels of Town services by reducing staffing expenditures.
- Limits capacity for local match for grant projects.
- Limits capacity for unexpected expenses.

✓ Message:

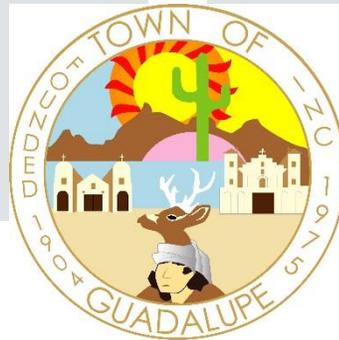
Continued reliance on fund balance is not a sustainable fiscal solution.

STEP 6: FY 2018/19 PROPOSED TOWN BUDGET

All Funds/Operations and Grants (\$)						
	Estimated					
	Fund Bal/	Budgeted	Budgeted	Gain/(Loss)	Transfer	
	Net Position	18/19	18/19	18/19	18/19	Fund Bal
Town Fund	Jun-18	Revenue	Expenses		In/(Out)	2019
General Fund	868,377	6,467,701	6,196,276	271,425	(513,277)	626,525
Senior Center (AAA)	0	146,139	251,484	(105,345)	105,345	0
Community Action Program	0	115,000	184,267	(69,267)	69,267	0
Tianguis	9,929	144,500	173,319	(28,819)	18,890	0
MPC-Bond	0	0	292,250	(292,250)	292,250	0
LTAf	(7,553)	16,296	36,269	(19,973)	27,526	0
*CDBG	0	1,408,050	1,408,050	0	0	0
*Housing	0	320,000	320,000	0	0	0
HURF	0	1,230,759	1,502,904	(272,145)	272,145	0
Sewer	1,205,146	84,000	231,923	(147,923)	(272,145)	785,078
Refuse	210,232	323,003	350,978	(27,975)		182,257
Totals (Unrestricted Fund Bal/Net Position)		10,255,448	10,947,719	(692,271)		
* Fund Balance Restricted						

RECOMMENDATIONS

- ✓ Establish 5 year capital improvement plan to budget for capital project costs including engineering services, construction costs and local match amounts.
- ✓ Reduce discretionary spending.
- ✓ Establish stable recurring revenue sources.
- ✓ Broaden sales tax base by:
 - ✓ Renovating and leasing Old Town Hall.
 - ✓ Developing 3.8 acres on north east corner of Guadalupe Road & Avenida del Yaqui.
 - ✓ Rethink the Mercado and its purposes.



PG	Budget Index
1	GENERAL FUND REVENUES
2	8010 MAYOR/COUNCIL
3	8030 COURT
4	8040 TOWN MANAGER
5	8050 ADMINISTRATION
6	8060 FINANCE
7	8070 ATTORNEY
7	8080 TOWN CLERK
8	8090 COMMUNITY DEVELOPMENT
9	8100 INFORMATION DEVELOPMENT
9	8120 BUILDING SAFETY
10	8130 MAINTENANCE
11	8210 POLICE
12	8220 FIRE
13	8360 CEMETERY
14	8550 PARKS
15	8590 LIBRARY
15	8620 CAPITAL OUTLAY
16	GF SUMMARY & TRANSFERS
17	8140 L T A F
18	8320 H U R F
19	8421 SR CENTER-CONG
19/20	8422 SR CENTER-HDM
21	8423 SR CENTER-RECREATION
22	8424 SR CENTER TRANSPORTATION
23	8440 CAP-CASE MGMNT/COMM SERV
26	8800 TIANGUIS
27	8370 SEWER
28	8330 REFUSE
28	MPC BOND FUND
29	GF REVENUE SUMMARY & TRFRS
30	GF SUMMARY EXPENSES
31	SUMMARY ALL FUNDS

UN-AUDITED

4/19/2018 11:44

Dept	Description	FYE 2016 Actuals	FYE 2017 Actuals	FYE 2018 YTD	FYE 2018 Forecast	FYE 2018 75%	FYE 2018 Budget	FYE 2019 Budget
GENERAL FUND REVENUES								
	Local Sales Tax	1,630,995	1,592,401	1,320,323	1,760,431	76%	1,600,276	1,732,538
	Local Sales-Auditor Collected	30,110	62,979	0	0	0%	0	0
	Franchise Tax	25,360	23,948	20,010	26,680	81%	21,000	24,562
	Transient Occupancy Tax	498,990	400,511	204,518	272,691	52%	334,108	395,164
	Alcoholic Beverage License	10,425	5,650	4,000	5,333	67%	6,000	6,000
	Restaurant Bar Tax	324,353	336,128	157,365	209,819	48%	330,000	330,000
	Business License	15,450	16,120	7,520	10,027	54%	14,000	14,000
	Building Permits & Fees	100,323	28,863	26,455	35,273	35%	15,000	75,000
	Billboard Revenues	63,304	58,733	44,017	58,689	77%	65,000	57,433
	Urban Revenue Sharing	664,968	755,711	588,580	784,774	76%	775,286	777,813
	State Sales Tax	525,765	566,627	472,584	630,111	75%	587,115	628,842
	Other Rev. from Gov. Agencies	919,473	1,386,103	263,661	351,548	254%	171,072	103,600
	Intergovernmental Grants	41,138	34,071	0	0	0%	1,221,200	1,913,984
	Vehicle in Lieu Tax	228,726	243,717	191,644	255,525	68%	261,895	279,996
	Fines & Forfeitures	59,004	38,024	27,378	36,504	124%	46,876	22,000
	Appearance Bond Revenue	3,601	1,300	100	133	0%	0	0
	JCEF & Fill the Gap Revenues	10,101	1,792	0	0	0%	0	0
	Investment Earnings	2,938	3,471	6,451	8,601	81%	600	8,000
	Rents & Concessions	94,063	87,072	63,249	84,332	77%	82,269	82,269
	Ballfield Fees Charged	3,783	3,475	1,655	2,207	110%	3,000	1,500
	Loss on State Investment Pool	1,971	1,730	0	0	0%	0	0
	Misc. Fees	18,482	18,868	20,868	27,824	139%	11,000	15,000
	Insurance Loss Recovery	0	0	0	0	0%	0	0
	Sale of Land & Other Assets	3,021	0	0	0	0%	0	0
	Event Revenue	0	2,800	6,425	8,567	0%	0	0
	Total General Fund Revenues	5,276,344	5,670,094	3,426,803	4,569,071	53%	5,545,696	6,467,701
	Transfer from Other Funds				0			
	Less: Adjustment for Grants	0	0	0	0	0	(1,221,200)	(1,913,984)
	Total G/F Revenues & Transfers In	5,276,344	5,670,094	3,426,803	4,569,071	75%	4,324,496	4,553,717
	Total General Fund Expenses	4,577,290	5,283,656	3,156,996	4,209,327	51%	5,324,894	6,196,276
	Transfer to Other Funds	420,154	407,199	285,850	381,134	56%	451,098	513,277
	Adjustment for Grants	0	0	0	0	0%	(1,221,200)	(1,913,984)
	Total G/F Expenses & Transfers Out	4,997,444	5,690,855	3,442,846	4,590,461	72%	4,554,791	4,795,569
	Gain/(Loss) General Fund	699,054	386,438	269,808	359,744	99%	220,803	271,425
	Total Revenues Less Expenses	278,900	(20,761)	(16,042)	-21,390		0	0
	Prior Period Adjustment	0	0	0	0		0	0
	Beginning Fund Balance	641,226	911,794	891,033	891,033		738,134	869,644
	Ending Fund Balance	911,794	891,033	874,991	869,644		507,839	627,792

BUDGET REQUESTS

4/19/2018 11:44

	FYE 2016	FYE 2017	FYE 2018	FYE 2018	FYE 2018	FYE 2018	FYE 2019
Dept	Actuals	Actuals	YTD	Forecast	75%	Budget	Budget
8010 Mayor & Council					0		
Salaries & Wages	15,100	43,800	44,100	58,800	75%	58,800	58,800
FICA Expense	1,155	3,354	3,374	4,498	75%	4,498	4,498
Workman's Compensation	41	110	117	156	42%	159	282
Office Supplies	203	251	87	116	29%	300	300
Printing & Duplicating	591	299	17	23	4%	400	400
Other Operating Expenses	520	275	380	507	63%	400	600
Small Tools & Equipment	1,575	1,181	0	0	0%	1,300	500
Telephone	1,086	1,084	829	1,106	75%	1,100	1,100
Postage & Mailing	0	0	0	0	0%	100	100
Travel & Lodging	847	749	343	457	34%	1,000	1,000
Dues & Subscriptions	9,231	0	2,706	3,608	0%	0	3,000
Meetings & Business Expense	592	417	793	1,058	66%	800	1,200
Miscellaneous Charges	6,810	0	0	0	0%	500	500
Conferences & Training	933	1,874	995	1,326	40%	2,500	2,500
Total Mayor & Council	38,683	53,394	53,741	71,655	72%	71,857	74,780
				0		-16%	-12%

BUDGET REQUESTS

4/19/2018 11:44

	FYE 2016	FYE 2017	FYE 2018	FYE 2018	FYE 2018	FYE 2018	FYE 2019
Dept	Actuals	Actuals	YTD	Forecast	75%	Budget	Budget
8030 Municipal Court							0
Salaries & Wages	104,225	101,124	81,914	109,218	75%	109,418	109,410
Judicial Services	47,659	22,947	31,773	42,364	69%	45,894	45,894
FICA Expense	7,973	7,736	6,267	8,355	75%	8,370	8,370
Pension Expense	11,952	11,471	9,349	12,465	74%	12,583	12,582
Workman's Compensation	271	256	220	294	42%	295	525
Group Health & Dental Insurance	23,292	24,898	19,747	26,329	64%	30,608	30,945
Unemployment Insurance	901	783	513	684	23%	2,200	2,200
Life Insurance Expense	129	129	97	129	64%	150	150
Office Supplies	874	692	1,009	1,346	75%	1,350	1,350
Printing & Duplicating	550	727	318	425	32%	1,000	1,000
Other Operating Expense	323	0	0	0	0%	100	100
Small Tools & Equipment	309	0	0	0	0%	0	0
Court Enhancemnt	0	0	0	0	0%	0	0
JCEF	6,919	0	4,498	5,997	0%	0	0
Fill the Gap	3,362	2,042	1,511	2,014	0%	0	0
Audit	0	0	2,700	3,600	0%	3,000	0
Jurry Services 2018	3,060	3,170	0	0	0%	200	200
Interpreter Services	467	385	346	461	77%	450	450
Telephone	1,172	1,101	1,135	1,514	95%	1,200	1,200
Postage & Mailing	1,317	1,126	586	781	34%	1,700	1,700
Travel & Lodging	0	0	0	0	0%	350	350
Mileage Reimbursements	300	343	198	264	66%	300	300
Advertising	0	0	0	0	0%	0	0
Dues, Subscriptions & Membership	25	25	150	200	600%	25	25
Maintenance Contracts	7,776	8,434	7,083	9,444	60%	11,785	11,785
Meetings & Business Expense	0	0	0	0	0%	0	0
Contractual Services	250	10,089	2,145	2,860	54%	4,000	4,000
Miscellaneous Charges	1,277	303	123	164	41%	300	300
Bank Charges	0	771	709	946	59%	1,200	1,200
Equipment Repair	0	0	0	0	0%	300	300
Conferences & Training	750	710	310	413	23%	1,350	1,350
Court Security Grant-CSI	0	0	0	0	0%	0	6,984
Total Municipal Court	225,132	199,261	172,700	230,266	71%	238,128	242,669
Less Grants				0		0	(6,984)
Total Municipal Court-Net Grants				0		238,128	235,685
				0		-2%	-4%

BUDGET REQUESTS

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	FYE 2016	FYE 2017	FYE 2018	FYE 2018	FYE 2018	FYE 2018	FYE 2019
Dept	Actuals	Actuals	YTD	Forecast	75%	Budget	Budget
8040 Town Manager							
							0
Salaries & Wages	46,189	43,086	49,810	66,414	74%	81,709	67,749
ASU Management Graduates	0	0	0	0	0%	0	0
FICA Expense	3,504	3,286	3,618	4,824	58%	6,251	6,251
Pension Expense	4,301	1,550	2,885	3,846	42%	7,004	6,885
ICMA Pension Expense	0	0	0	0	0%	0	0
Workman's Compensation	126	109	131	175	40%	221	325
Group Health & Dental Insurance	0	0	5,023	6,697	52%	9,432	9,665
Unemployment Insurance	499	1,106	697	929	61%	1,150	1,150
Life Insurance Expense	0	0	19	26	32%	60	60
Office Expense	349	85	492	657	123%	200	400
Printing & Duplicating	122	635	919	1,225	131%	700	700
Newsletters & Publishing	0	4	0	0	0%	0	0
Other Operating Expense	360	3,988	1,200	1,600	150%	500	800
Auto Repairs/Vehicle Registrat	105	0	0	0	0%	0	0
Small Tools & Equipment	139	42	0	0	0%	300	300
Other Professional Services	487	38,110	1,056	1,408	0%	0	0
Telephone	2,219	2,221	1,711	2,282	74%	2,300	2,300
Postage & Mailing	0	227	289	385	64%	400	450
Travel & Lodging	0	799	138	184	20%	700	700
Advertising	0	0	0	0	0%	0	0
Vehicle Insurance	477	477	358	477	72%	500	500
Dues & Subscriptions	1,117	8,040	8,459	11,279	77%	8,500	11,000
Maintenance Contracts	270	0	0	0	0%	0	0
Meetings & Business Expense	328	165	219	292	73%	300	300
Miscellaneous Charges	0	512	0	0	0%	500	700
Equipment Repair	0	0	0	0	0%	0	0
Conferences & Training	3,108	280	0	0	0%	0	0
Vehicle Lease Payment	0	0	0	0	0%	0	0
Total Town Manager	63,701	104,722	77,025	102,700	70%	120,726	110,234
							0
							-21%
							-19%

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	FYE 2016	FYE 2017	FYE 2018	FYE 2018	FYE 2018	FYE 2018	FYE 2019
Dept	Actuals	Actuals	YTD	Forecast	75%	Budget	Budget
8050 Administration							
							0
Liability & Property Insurance	53,415	53,415	40,271	53,694	76%	53,000	53,000
Miscellaneous Charges	80	0	0	0	0%	100	100
Census Count	0	0	0	0	0%	0	0
Prisoner Jail Expense	36,809	31,127	33,812	45,083	97%	30,000	35,000
Electronic Monitoring	0	0	0	0	0%	0	0
Animal Control	26,719	27,600	20,700	27,600	77%	27,006	27,006
Dead Dog Removal	399	998	333	443	37%	900	900
Contingency/Emergency	0	0	0	0	0%	14,800	0
Recognition & Awards	0	9,267	182	242	18%	1,000	1,000
Celeb Exp-Social Justice/Public Outreach	15,333	6,946	5,937	7,916	99%	4,000	6,000
Celebration Expense-Sheriff	35,386	34,945	4,160	5,547	8%	25,000	50,000
Celebration Expense-Guad Days	2,271	8,832	8,155	10,873	96%	8,000	8,500
Celebration Exp-Special Event	0	0	0	0	0%	0	0
Celebration Expense-December	9,449	7,939	5,604	7,472	93%	9,500	6,000
Budget Committee	319	40	0	0	0%	100	0
Education & Youth Committee	936	2,035	500	667	0%	2,000	0
Senior Living Committee	0	0	0	0	0%	0	0
Election Expense	7,690	4,964	0	0	0%	4,000	6,000
Misc Grants	0	0	0	0	0%	185,200	1,000,000
Public Defenders	22,750	15,800	8,200	10,933	55%	15,000	15,000
Youth & Recreation	0	0	0	0	0%	0	1,850
Celebration Expense-Yaqui Grant Only	0	0	0	0	0%	0	0
Scholarships/Awards/Grants	500	0	0	0	0%	5,000	0
DOR Funding SB1216	11,996	12,590	12,838	17,118	83%	13,650	15,408
Total Administration	224,051	216,498	140,691	187,588	11%	378,256	1,225,764
Less Grants				0		(195,200)	(1,050,000)
Total Administration -Net Grants				0		183,056	175,764
						-18%	-21%

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	FYE 2016	FYE 2017	FYE 2018	FYE 2018	FYE 2018	FYE 2018	FYE 2019
Dept	Actuals	Actuals	YTD	Forecast	75%	Budget	Budget
8060 Finance							
Salaries & Wages	71,751	91,750	71,916	95,888	86%	76,479	83,183
FICA Expense	5,412	6,934	5,437	7,250	85%	5,851	6,364
Pension Expense	7,923	10,215	8,096	10,794	85%	8,795	9,566
Workman's Compensation	186	234	185	246	46%	206	399
Group Health & Dental Insurance	10,128	11,201	8,993	11,990	68%	13,156	13,303
Unemployment Insurance	378	342	244	325	51%	475	475
Life Insurance Expense	56	58	44	58	60%	72	72
Office Expense	558	576	552	737	79%	600	700
Printing & Duplicating	77	1,733	736	981	105%	1,700	700
Other Operating Expense	10	1,320	127	169	42%	200	300
Small Tools & Equipment	246	46	0	0	0%	0	0
Auditing	17,475	14,561	14,561	19,415	77%	23,000	19,000
Telephone	324	336	258	345	65%	600	400
Postage & Mailing	783	820	844	1,126	106%	800	800
Travel & Lodging	0	0	39	51	10%	400	400
Dues, Subscriptions & Membersh	60	60	2,000	2,666	100%	400	2,000
Maintenance Contracts	1,503	403	358	477	36%	1,000	1,000
Meetings & Business Expense	0	5	0	0	0%	50	50
Miscellaneous Charges	2,056	1,911	3,028	4,037	80%	3,200	3,800
Equipment Repair	0	0	0	0	0%	400	400
Conferences & Training	853	149	30	40	3%	900	900
Machinery & Equipment	0	0	0	0	0%	0	0
Total Finance	119,891	142,655	117,447	156,596	82%	138,284	143,813
				0		0%	-3%

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	FYE 2016	FYE 2017	FYE 2018	FYE 2018	FYE 2018	FYE 2018	FYE 2019
Dept	Actuals	Actuals	YTD	Forecast	75%	Budget	Budget
8070 Town Attorney							
							0
Office Expense	1,922	1,501	831	1,108	83%	1,000	1,000
Legal Services	45,275	86,133	40,137	53,516	62%	65,000	65,000
Special Legal Services	0	0	0	0	0%	0	0
Prosecution	50,322	39,785	39,061	52,081	77%	47,000	51,000
Total Town Attorney	97,519	127,419	80,029	106,705	68%	113,000	117,000
							0
							0
8080 Town Clerk							
Salaries & Wages	57,036	30,142	6,250	8,333	21%	25,000	30,000
FICA Expense	4,325	2,291	478	638	25%	1,913	1,913
Pension Expense	6,195	2,262	593	791	0%	0	0
Workman's Compensation	147	74	17	22	14%	68	120
Group Health & Dental Insurance	7,814	3,175	0	0	0%	120	120
Unemployment Insurance	174	0	154	206	89%	174	174
Life Insurance Expense	43	18	0	0	0%	0	0
Office Expense	284	289	266	355	89%	300	300
Printing & Duplicating	678	1,265	6,009	8,012	100%	2,000	6,000
Other Operating Expense	584	3,931	169	225	42%	400	400
Telephone	160	172	119	158	59%	200	200
Postage & Mailing	134	269	155	207	52%	300	300
Travel & Lodging	0	0	254	339	56%	50	450
Advertising	1,349	1,086	126	168	25%	2,000	500
Dues, Subscriptions & Membersh	0	75	93	124	74%	125	125
Maintenance Contracts	0	0	0	0	0%	0	0
Meetings & Business Expense	0	43	0	0	0%	0	0
Miscellaneous Charges	0	0	900	1,200	75%	700	1,200
Equipment Repair	0	0	0	0	0%	100	100
Machinery & Equipment	0	0	0	0	0%	0	0
Conferences & Training	198	87	0	0	0%	200	200
Total Town Clerk	79,213	45,180	15,583	20,777	37%	33,650	42,102
							-44%
							-32%

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	FYE 2016	FYE 2017	FYE 2018	FYE 2018	FYE 2018	FYE 2018	FYE 2019
Dept	Actuals	Actuals	YTD	Forecast	75%	Budget	Budget
8090 Community Development							
Salaries & Wages	38,856	23,548	18,166	24,222	77%	23,693	23,688
FICA Expense	2,906	1,761	1,368	1,824	75%	1,813	1,812
Pension Expense	4,268	2,601	2,044	2,726	75%	2,725	2,724
Workman's Compensation	100	58	48	64	42%	64	114
Group Health & Dental Insurance	6,620	4,626	3,347	4,463	65%	5,081	5,138
Unemployment Insurance	255	127	89	118	49%	180	180
Life Insurance Expense	36	24	16	21	35%	46	46
Office Expense	70	23	109	145	0%	0	150
Printing & Duplicating	525	388	408	544	0%	0	600
Other Operating Expense	536	2,209	4,510	6,013	113%	2,000	4,000
Telephone	1,255	1,094	666	888	56%	1,200	1,200
Postage & Mailing	548	174	24	32	0%	0	0
Travel & Lodging	0	0	0	0	0%	0	0
Dues, Subscriptions & Membersh	161	0	0	0	0%	0	0
Maintenance Contracts	496	124	0	0	0%	0	0
Meetings & Business Expense	0	0	5	7	5%	100	100
Miscellaneous Charges	50	62	0	0	0%	0	0
Other Contractual Services Const. Super	23,173	1,644	0	0	0%	1,200	0
Equipment Repair	0	187	0	0	0%	0	0
Conferences & Training	0	0	0	0	0%	0	0
Machinery & Equipment	0	0	0	0	0%	0	0
Other Professional Services	0	0	0	0	0%	0	0
Vehicle Lease Payment	0	0	0	0	0%	0	0
Total Community Development	79,856	38,649	30,801	41,068	77%	38,102	39,752
						-11%	-9%

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	FYE 2016	FYE 2017	FYE 2018	FYE 2018	FYE 2018	FYE 2018	FYE 2019
Dept	Actuals	Actuals	YTD	Forecast	75%	Budget	Budget
8100 Information Technology							
Operating Supplies	10,135	7,798	4,275	5,700	51%	20,000	8,310
Small Tools & Equipment	0	0	2,863	3,817	143%	2,000	2,000
Web Site Expenses	1,750	1,800	4,015	5,353	67%	4,000	6,000
Equipment Repair	0	621	0	0	0%	6,000	6,000
SB Maintenance Contract	14,305	15,021	15,772	21,029	72%	16,072	22,000
Consulting & Machinery & Software Upgrade	12,186	12,274	868	1,157	10%	8,500	8,500
Total Information Technology	38,376	37,514	27,793	37,057	53%	56,572	52,810
						54%	43%
8120 Building Safety							
Salaries & Wages	0	0	0	0	0%	0	0
FICA Expense	0	0	0	0	0%	0	0
Pension Expense	0	0	0	0	0%	0	0
Workman's Compensation	0	0	0	0	0%	0	0
Group Health & Dental Insurance	0	0	0	0	0%	0	0
Unemployment Insurance	0	0	0	0	0%	0	0
Life Insurance Expense	0	0	0	0	0%	0	0
Office Expense	19	7	14	19	0%	0	0
Printing & Duplicating	599	163	68	91	0%	0	0
Fuel & Oil	161	0	0	0	0%	150	150
Other Operating Expense	980	0	0	0	0%	0	0
Auto Repairs/Vehicle Registration	183	0	0	0	0%	200	200
Small Tools & Equipment	0	0	0	0	0%	0	0
Telephone	155	155	119	158	79%	150	150
Postage & Mailing	0	1	57	76	0%	0	0
Vehicle Insurance	468	468	351	468	62%	570	570
Dues, Subscriptions & Membersh	0	0	0	0	0%	0	0
Maintenance Contracts	248	247	0	0	0%	290	290
Meetings & Business Expense	0	50	0	0	0%	0	0
Miscellaneous Charges	0	0	0	0	0%	0	0
Other Contractual Services	54,444	101,980	65,340	87,120	73%	85,000	90,000
Equipment Repair	0	0	0	0	0%	0	0
Machinery & Equipment	0	0	0	0	0%	0	0
Total Building Safety	57,257	103,070	65,949	87,932	72%	86,360	91,360
						139%	153%

568 172 = 59K.

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	FYE 2016	FYE 2017	FYE 2018	FYE 2018	FYE 2018	FYE 2018	FYE 2019
Dept	Actuals	Actuals	YTD	Forecast	75%	Budget	Budget
8130 Building Maintenance							
Salaries & Wages	5,065	12,034	11,890	15,854	70%	14,598	16,956
FICA Expense	387	964	917	1,222	71%	1,117	1,297
Pension Expense	562	665	538	718	28%	1,679	1,950
Workman's Compensation	465	801	748	998	71%	700	1,056
Group Health & Dental Insurance	1,243	1,245	1,094	1,458	66%	1,644	1,661
Unemployment Insurance	45	290	190	253	68%	280	280
Life Insurance Expense	6	6	5	6	81%	6	6
Office Expense	0	0	0	0	0%	0	0
Printing & Duplicating	51	152	0	0	0%	25	25
Fuel & Oil-Town Car	327	168	55	74	14%	400	400
Janitorial Supplies	2,575	2,463	1,604	2,138	62%	2,600	2,600
Uniform Expense	0	181	0	0	0%	0	0
Other Operating Expense	2,893	1,619	139	185	4%	3,500	3,500
Building Repairs & Supplies	11,745	14,611	17,354	23,139	79%	20,000	22,000
Auto Repairs/Vehicle Registration	56	150	2,531	3,375	0%	0	0
Small Tools & Equipment	0	5	566	754	63%	200	900
Telephone	2,064	2,476	958	1,277	44%	2,200	2,200
Liability Insurance	0	0	0	0	0%	0	0
Vehicle Insurance	96	97	73	97	73%	100	100
Property Insurance	950	950	712	950	54%	1,310	1,310
Electricity Expense	29,506	18,487	21,193	28,258	78%	27,200	27,200
Water & Sewer Expense	6,113	5,505	5,054	6,739	90%	5,600	5,600
Waste Disposal Services	1,589	1,959	1,420	1,894	57%	2,500	2,500
Dues, Subscriptions & Membersh	0	0	0	0	0%	0	0
Maintenance Contracts	4,305	4,343	4,207	5,609	84%	5,000	5,000
Miscellaneous Charges	133	0	0	0	0%	0	0
Other Contractual Services	1,072	1,588	424	565	25%	1,720	1,720
Equipment Repair	464	0	0	0	0%	0	0
Machinery & Equipment	0	0	5,849	7,799	0%	0	0
Total Building Maintenance	71,708	70,758	77,521	103,361	79%	92,378	98,261
						7%	10%

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Dept	Description	FYE 2016 Actuals	FYE 2017 Actuals	FYE 2018 YTD	FYE 2018 Forecast	FYE 2018 75%	FYE 2018 Budget	FYE 2019 Budget
8210 Police Department								
	Printing & Duplicating	205	185	90	120	30%	350	300
	Other Operating Expense	257	729	0	0	0%	810	500
	Telephone	310	310	237	316	58%	410	410
	Maintenance Contracts	0	0	0	0	#DIV/0!	30	0
	Miscellaneous Charges	461	0	0	0	0%	0	0
	Police Contract	1,475,328	1,697,381	1,245,139	1,660,185	70%	1,660,185	1,775,048
	Total Police Department	1,476,561	1,698,605	1,245,466	1,660,821	70%	1,661,785	1,776,258
							-2%	5%

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	FYE 2016	FYE 2017	FYE 2018	FYE 2018	FYE 2018	FYE 2018	FYE 2019
Dept	Actuals	Actuals	YTD	Forecast	75%	Budget	Budget
8220 Fire Department							
Salaries & Wages	305,943	299,934	277,523	370,030	71%	369,999	393,480
Wild Land Fire Wages	22,946	51,296	75,752	101,003	61%	18,000	125,000
Reserve Firemen Salaries	329,800	326,674	243,172	324,229	91%	267,180	267,180
FICA Expense	50,291	51,397	41,694	55,593	82%	48,744	50,541
Public Safety Retirement	102,695	111,626	62,622	83,495	41%	135,753	154,008
Workman's Compensation	23,956	24,143	20,558	27,411	74%	33,500	27,819
Group Health & Dental Insurance	25,635	29,488	23,605	31,474	68%	34,330	34,667
Unemployment Insurance	10,187	8,771	6,029	8,039	63%	9,500	9,500
Life Insurance Expense	807	807	606	807	50%	1,211	1,211
Office Expense	226	75	173	231	58%	200	300
Printing & Duplicating	48	304	210	279	11%	1,900	1,900
Food Supplies	0	0	0	0	0%	500	0
Fuel & Oil	11,121	12,927	10,415	13,887	69%	15,000	15,000
Janitorial Supplies	1,648	1,626	1,509	2,012	60%	2,000	2,500
Uniform Expense	2,750	0	0	0	0%	3,000	3,000
Uniform Expense-Grant	0	0	0	0	0%	0	0
Other Operating Expense	5,312	4,143	3,671	4,895	73%	4,000	5,000
EMS Disposal Supplies	6,478	6,533	6,332	8,443	97%	6,500	6,500
Wild Land Supplies/Training	3,664	3,080	3,966	5,288	40%	10,000	10,000
Building Repairs & Supplies	4,420	5,366	1,793	2,391	16%	11,200	11,200
Auto Repairs/Vehicle Registration	63,891	46,306	28,167	37,556	101%	24,000	28,000
Small Tools & Equipment	3,968	4,715	883	1,178	22%	10,500	4,000
EMS Small Tools & Equipment	290	1,620	2,879	3,839	72%	2,000	4,000
Small Tools & Equip.-LaFrance	0	303	11	14	0%	0	0
Protective Clothing	55	2,629	8,422	11,230	84%	10,000	10,000
Fire Prevention	403	588	232	310	23%	1,000	1,000
Telephone	4,053	4,157	2,936	3,914	67%	4,400	4,400
Postage & Mailing	12	5	49	66	25%	200	200
Travel & Lodging	0	0	0	0	0%	400	400
Liability Insurance	608	608	456	608	61%	750	750
Vehicle Insurance	8,140	8,130	6,098	8,130	72%	8,436	8,436
Electricity Expense	6,432	5,938	4,233	5,644	55%	7,732	7,732
Water & Sewer Expense	3,465	2,750	2,199	2,932	63%	3,500	3,500
Dues, Subscriptions & Membersh	3,435	3,506	2,805	3,740	94%	4,235	3,000
Maintenance Contracts	1,016	781	475	634	32%	1,500	1,500
Meetings & Business Expense	0	0	0	0	0%	0	0
Miscellaneous Charges	1,472	296	1,563	2,084	104%	3,372	1,500
Other Contractual Services	1,333	11,194	0	0	0%	1,100	1,100
Grant writer-Contracted Svcs	0	0	0	0	0%	0	0
Equipment Repair	148	0	1,004	1,339	40%	2,500	2,500
Dispatch Services	82,521	84,310	62,765	83,687	74%	80,000	85,000
Conferences & Training	714	562	1,288	1,717	40%	3,230	3,230
Misc Grants	4,683	0	0	0	0%	928,000	477,000
Machinery & Equipment	6,465	14,654	0	0	0%	2,500	2,500
Vehicle/Dispatch Lease Pymnts & Int	0	0	0	0	0%	70,000	0
Total Fire Department	1,101,030	1,131,242	906,094	1,208,126	51%	2,141,873	1,768,555
Less Grants	(31,293)	(54,376)	(79,718)	-106,291	13%	(956,000)	(612,000)
Total Fire Department-Net Grants	1,069,736	1,076,866	826,376	1,101,835	71%	1,185,873	1,156,555
						6%	-1%

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	FYE 2016	FYE 2017	FYE 2018	FYE 2018	FYE 2018	FYE 2018	FYE 2019
Dept	Actuals	Actuals	YTD	Forecast	75%	Budget	Budget
8360 Cemetery							
Salaries & Wages	7,945	5,501	3,764	5,019	77%	4,917	4,918
FICA Expense	590	410	280	373	74%	376	376
Pension Expense	897	559	423	564	75%	565	566
Workman's Compensation	354	267	201	267	56%	198	358
Group Health & Dental Insuranc	836	852	881	1,175	90%	966	983
Unemployment Insurance	75	38	26	34	34%	75	75
Life Insurance Expense	10	7	5	6	44%	11	11
Uniform Expense	0	0	0	0	0%	100	100
Other Operating Expense	292	715	504	671	63%	670	800
Building Repairs & Supplies	0	423	4	5	0%	0	0
Small Tools & Equipment	0	0	0	0	0%	100	100
Electricity Expense	396	382	293	391	70%	420	420
Water & Sewer Expense	1,472	3,252	975	1,300	59%	1,650	1,650
Other Contractual Services	1,735	1,571	1,283	1,710	69%	1,850	1,850
Equipment Repair	200	0	0	0	0%	250	250
Total Cemetery	14,802	13,974	8,637	11,516	69%	12,149	12,457
						9%	9%

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Dept	Description	FYE 2016 Actuals	FYE 2017 Actuals	FYE 2018 YTD	FYE 2018 Forecast	FYE 2018 75%	FYE 2018 Budget	FYE 2019 Budget
8550 Parks								
	Salaries & Wages	30,736	46,231	40,943	54,591	83%	48,896	49,126
	FICA Expense	2,334	3,530	3,127	4,170	83%	3,741	3,758
	Pension Expense	1,624	1,932	1,709	2,278	364%	464	469
	Workman's Compensation	1,284	1,807	1,652	2,203	46%	1,971	3,571
	Group Health & Dental Insurance	1,988	1,453	1,316	1,755	32%	4,038	4,077
	Unemployment Insurance	871	1,324	676	901	56%	1,200	1,200
	Life Insurance Expense	14	25	23	30	75%	30	30
	Uniform Expense	545	507	481	641	0%	0	0
	Other Operating Expense	1,887	5,691	6,799	9,066	136%	5,000	5,000
	Building Repairs & Supplies	334	260	1,438	1,917	144%	300	1,000
	Small Tools & Equipment	1,090	2,268	551	734	42%	1,300	1,300
	Electricity Expense	20,744	20,728	16,030	21,373	83%	19,200	19,200
	Water & Sewer Expense	41,525	40,495	31,914	42,551	80%	36,200	40,000
	Highline/Retention Contracted Services	0	0	0	0	0%	0	0
	Miscellaneous Charges	3,525	3,208	3,100	4,133	48%	3,000	6,500
	Equipment Repair	6,314	2,217	373	498	9%	4,000	4,000
	Machinery & Equipment	1,178	0	0	0	0%	0	0
	Garden Committee	0	0	0	0	0%	0	0
	Total Parks	115,991	131,677	110,132	146,842	79%	129,339	139,231

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	FYE 2016	FYE 2017	FYE 2018	FYE 2018	FYE 2018	FYE 2018	FYE 2019
Dept	Actuals	Actuals	YTD	Forecast	75%	Budget	Budget
8590 Library							
Other Operating Expense	52	521	106	142	53%	5	200
Building Repairs & Supplies	0	1,620	4,470	5,960	0%	1,000	7,000
Telephone	0	0	0	0	0%	0	0
Liability Insurance	0	0	0	0	0%	0	0
Property Insurance	915	915	686	915	69%	1,000	1,000
Electricity Expense	6,150	5,493	3,976	5,302	66%	6,000	6,000
Water & Sewer Expense	740	630	424	565	54%	780	780
Waste Disposal Services	397	367	244	326	54%	450	450
Maintenance Contracts	548	548	445	593	56%	800	800
Miscellaneous Charges	0	0	0	0	0%	0	0
Other Contractual Services	0	0	0	0	0%	0	0
Equipment Repair	0	0	0	0	0%	0	0
	8,802	10,095	10,352	13,803	64%	10,035	16,230
						8%	75%
8620 Capitol Outlay							
Capital Outlay Machiner & Equipment	0	23,083	15,516	20,688	0%	0	0
Sreet Lights	760,110	1,131,245	0	0	0%	0	110,000
Buildings-Senior Center Exp (Improv)	0			0	0%	0	80,000
Buildings-Old Town Hall (Renovation)	1,821	1,800	0	0	0%	0	30,000
Lease Payments-Copier	1,520	1,520	1,520	2,027	0%	0	0
Pedestrian Safety-TO Grant	0	0	0	0	0%	0	25,000
	763,451	1,157,648	17,036	22,714	0%	0	245,000
						-100%	-90%

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	FYE 2016	FYE 2017	FYE 2018	FYE 2018	FYE 2018	FYE 2018	FYE 2019
Dept	Actuals	Actuals	YTD	Forecast	75%	Budget	Budget
Total General Fund Revenues	5,276,344	5,670,094	3,426,803	4,569,071	53%	5,545,696	6,467,701
Capital Lease Agreements	0	0	0	0	0%	0	0
Total General Fund Expenses	4,577,290	5,283,656	3,156,996	4,209,327	51%	5,324,894	6,196,276
9999 Transfers to/from Other Funds	420,154	407,199	285,850	381,134	56%	451,098	513,277
Total Revenues Less Expenses	278,900	(20,761)	(16,042)	-21,390	7%	(230,295)	(241,852)
Beginning Fund Balance	641,226	911,794	891,034	891,034	102%	738,134	869,644
Prior Period Adjustment	0	0	0	0	0%	0	0
Fund Balance Year End	911,794	891,034	874,992	869,644	139%	507,839	627,793

Transfers to/from Other Funds

Senior Center	76,409	64,345	30,783	41,044	29%	95,170	105,345
Community Action Program	49,734	52,404	35,880	47,840	52%	66,627	69,267
LTAF	(35)	0	0	19,129	0%	0	27,526
Mercado/Tianguis	0	0	0	0	0%	0	18,890
Municipal Property Corporation	294,046	290,450	219,188	292,250	75%	289,300	292,250
Total	420,154	407,199	285,850	381,134	56%	451,098	513,277

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	FYE 2016	FYE 2017	FYE 2018	FYE 2018	FYE 2018	FYE 2018	FYE 2019
Dept	Actuals	Actuals	YTD	Forecast	75%	Budget	Budget
8140 Local Trans Assistance Fund							
REVENUES							
Local Trans. Asst. Fund Allotment	0				0%	0	0
HB 2565 Transit funds	16,642	16,205	16,296	16,296	100%	16,296	16,296
Transit & Transportation	16,642	16,205	16,296	16,296	100%	16,296	16,296
Salaries & Wages	16,027	16,690	13,525	18,033	63%	19,054	21,530
FICA Expense	1,184	1,262	1,026	1,368	62%	1,458	1,647
Pension Expense	1,762	1,850	1,487	1,982	62%	2,119	2,382
Workman's Compensation	236	242	206	274	35%	290	592
Group Health & Dental Insurance	1,733	1,660	1,316	1,755	64%	2,033	2,055
Unemployment Insurance	436	392	201	268	63%	320	320
Life Insurance Expense	9	9	6	9	12%	56	56
LTAf Wages & ERES Trf to Senior Center	0	0	0	0	0%	0	0
Other Operating Expense	99	130	572	762	95%	100	600
Auto repairs/Vehicle Registration	4,920	267	2,818	3,757	705%	250	400
Fuel & Oil	366	284	182	243	68%	270	270
Auditing	1,007	2,341	2,341	3,122	100%	2,341	2,341
Engineering Costs	0	0	0	0	0%	0	0
Liability & Property Ins.	197	197	148	197	77%	192	192
Vehicle Insurance	3,655	3,512	2,741	3,655	71%	3,884	3,884
Machinery & Equipment/Prior Period Adj	590	144	0	0	0%	0	0
Total LTAF Expenses	32,222	28,980	26,569	35,425	73%	32,366	36,269
Transfers from General Fund						0	(27,526)
Total Revenues Less Expenses	(15,580)	(12,775)	(10,273)	-19,129	51%	(16,070)	(19,973)
Beginning Fund Balance	39,931	24,351	11,576	11,576		10,762	(7,553)
Fund Balance Year End	24,351	11,576	1,304	-7,553		(5,309)	0
						-3%	0%

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	FYE 2016	FYE 2017	FYE 2018	FYE 2018	FYE 2018	FYE 2018	FYE 2019
Dept	Actuals	Actuals	YTD	Forecast	75%	Budget	Budget
8320 Highway Users Revenue Fund							
REVENUES							
Highway Users Revenue Payments	357,954	398,050	303,402	404,535	75%	401,520	404,990
Interest Earnings	1,088	2,117	1,859	2,478	620%	300	300
Maint Vehicle-PYT Grant	0	0	0	0	0%	0	60,000
W Guad Rd Underground Lines -SRP	0			0	0%	0	221,000
E Guad Rd Underground Lines -SRP	0			0	0%	800,000	108,000
Flood Mitigation-FCD-Grant	0	0	0	0	0%	708,000	436,469
Total Streets Revenues	359,042	400,167	305,260	407,014	25%	1,909,820	1,230,759
8320 Salaries & Wages-HURF	104,267	117,413	96,045	128,060	69%	134,989	140,088
FICA Expense	7,856	8,888	7,225	9,634	67%	10,327	10,717
Pension Expense	9,910	10,436	8,681	11,574	79%	10,829	11,049
Workman's Compensation	3,858	4,078	3,444	4,592	34%	5,440	10,184
Group Health & Dental Insurance	12,718	13,603	12,784	17,046	61%	25,827	20,970
Unemployment Insurance	1,458	1,426	856	1,141	61%	1,400	1,400
Life Insurance Expense	95	96	78	104	78%	100	100
Office Expense	0	1,930	97	129	0%	0	0
Printing & Duplicating	27	0	26	35	0%	0	0
Fuel & Oil	7,509	6,946	5,221	6,961	65%	8,000	8,000
Uniform Expense	1,796	583	481	641	69%	500	700
Other Operating Expense	7,496	12,454	7,819	10,426	56%	14,000	14,000
Building Repairs & Supplies	500	3,819	2,332	3,110	58%	4,000	4,000
Auto Repairs/Vehicle Registration	5,351	5,295	4,373	5,830	87%	5,000	5,000
Street Repair Supplies	31,304	19,909	8,890	11,854	39%	35,000	23,057
Small Tools & Equipment	3,581	5,540	1,325	1,767	27%	5,000	5,000
Auditing	5,219	4,622	4,622	6,163	89%	5,200	5,200
Engineering & Architectural Services	59,771	187,244	23,185	30,913	116%	40,000	20,000
Flood Mitigation	0	51,395	21,303	28,404	8%	200,000	258,670
Mileage Reimbursements	0	0	0	0	0%	400	400
Liability & Property Insurance	5,721	5,721	4,291	5,721	61%	7,000	7,000
Vehicle Insurance	6,998	6,998	5,249	6,998	81%	6,500	6,500
Electricity Expense	33,500	33,211	22,690	30,254	69%	33,000	33,000
Water & Sewer Expense	28,580	35,080	34,711	46,281	87%	32,000	40,000
Dues, Subscriptions & Memberships	1,000	1,000	1,000	1,333	67%	1,700	1,500
Maintenance Contracts	3,911	2,144	1,758	2,343	88%	2,000	2,000
Miscellaneous Charges	5,505	737	265	354	29%	900	900
Equipment Repair	8,993	18,035	16,967	22,623	100%	17,000	17,000
Vehicles-Grant	0	0	0	0	0%	200	60,000
Flood Mitigation-FCD-Grant	0	0	0	0	0%	708,000	436,469
Ave del Yaq. Safe Routes-Imp.-HURF	0	0	0	0	0%	800,000	6,000
W Guad Rd Underground Lines -HURF	0	0	0	0	0%	0	25,000
W Guad Rd Underground Lines -SRP	0	0	0	0	0%	0	221,000
E Guad Rd Underground Lines -SRP	0	0	0	0	0%	0	108,000
Total HURF Expenses	356,924	558,603	295,718	394,290	20%	2,114,311	1,502,904
Transfer (In)		(118,224)	9,542	12,723	-4%	(204,491)	(272,145)
Total Revenues Less Expenses	2,118	(158,436)	9,542	12,723	-4%	(204,491)	(272,145)
Less Grants			0	0		0	(825,469)
Total Expense-Net Grants			295,718	394,290	44%	0	677,435
Beginning Fund Balance	38,095	40,212	0	0		0	0
Fund Balance Year End	40,212	0	0	0		0	0

0

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	FYE 2016	FYE 2017	FYE 2018	FYE 2018	FYE 2018	FYE 2018	FYE 2019
Dept	Actuals	Actuals	YTD	Forecast	75%	Budget	Budget
Senior Center							
Revenues							
Congregate Meals Income	54,554	54,480	39,636	52,848	75%	52,850	52,850
Home Delivered Meals Income	41,689	41,159	30,862	41,150	75%	41,159	41,159
Senior Center Operations Income	30,044	30,044	22,528	30,038	75%	30,044	30,044
Transportation Income	15,979	15,979	11,987	15,983	75%	15,979	15,979
LTAf Transfer In (Driver, ERE, & Insurance)	0	0	0	0	0%	0	0
ARRA-Congregate Meals	0	0	0	0	0%	0	0
ARRA-Home Delivered Meals	0	0	0	0	0%	0	0
Miscellaneous Revenues	0	0	4,453	5,938	0%	0	0
In Kind (space)	0	0	0	0	0%	0	0
Program Income-Congregate Meal	6,408	6,093	5,540	7,387	103%	5,386	5,386
Program Income-Home Delivered	306	215	60	80	23%	263	263
Program Income-Transportation	47	12	50	67	11%	458	458
Prior Period Adjustment	0	0	0	0	0%	0	0
	149,027	147,982	115,117	153,489	79%	146,139	146,139
Congregate Meals							
8421 Salaries & Wages	29,658	28,453	21,712	28,949	64%	31,445	33,664
Diff Agency vs Town	0	0	0	0	0%	1,123	1,123
FICA Expense	2,207	1,978	1,641	2,189	64%	2,406	2,575
Pension Expense	3,196	3,068	2,052	2,736	70%	2,701	2,912
Workman's Compensation	408	379	302	403	33%	478	926
Group Health & Dental Insurance	2,553	2,484	1,943	2,591	35%	5,572	5,633
Unemployment Insurance	369	318	264	352	82%	324	324
Life Insurance Expense	23	23	22	29	22%	100	100
Office Expense	126	43	110	147	110%	100	100
Printing & Duplicating	136	110	12	16	12%	95	95
Food Supplies	34,118	36,194	21,499	28,666	65%	32,990	32,990
Janitorial Supplies	836	654	638	851	106%	600	600
Other Operating Expense	5,453	3,232	1,329	1,771	37%	3,611	3,611
Space Rent	0	0	0	0	0%	0	0
Building Repairs & Supplies	3,975	2,981	1,501	2,002	74%	2,040	2,040
Small Tools & Equipment	228	1,676	0	0	0%	0	0
Auditing	664	588	588	784	168%	350	350
Legal Services	400	400	300	400	67%	450	450
Telephone	160	144	122	163	41%	300	300
Liability Insurance	621	621	465	621	86%	540	540
Property Insurance	192	192	144	192	50%	287	287
Electricity Expense	4,086	3,877	3,001	4,002	70%	4,300	4,300
Water & Sewer Expense	623	527	457	610	76%	600	600
Natural Gas Expense	309	230	207	276	42%	490	490
Waste Disposal Services	293	293	196	261	72%	272	272
Dues, Subscriptions & Memberships	444	340	135	180	270%	50	50
Maintenance Contracts	1,227	1,100	566	755	80%	704	704
Miscellaneous Charges	0	0	0	0	0%	0	0
Other Contractual Services	160	695	198	264	66%	300	300
Conferences & Training	0	5	0	0	0%	450	450
Equipment Repair	966	1,103	901	1,201	129%	700	700
Total Congregate Meals	93,430	91,708	60,306	80,408	63%	93,378	96,485
						1%	0%
Home Delivered Meals							
8422 Salaries & Wages	29,999	28,870	21,875	29,167	67%	30,747	32,559
Diff Agency vs Town	0	0	0	0	0%	1,400	1,400
FICA Expense	2,242	2,182	1,655	2,206	66%	2,352	2,491
Pension Expense	3,228	3,106	2,067	2,756	58%	3,392	3,556
Workman's Compensation	413	385	305	406	34%	467	895
Group Health & Dental Insurance	2,134	2,084	1,620	2,161	63%	2,559	2,586
Unemployment Insurance	369	307	261	348	80%	324	324
Life Insurance Expense	23	23	17	23	33%	53	53
LTAf WAGES & ERE'S 25%	0	0	0	0	0%	0	0
Office Expense	33	11	29	38	114%	25	25
Printing & Duplicating	27	31	3	4	11%	30	30
Food Supplies	17,203	10,900	6,490	8,653	33%	19,675	19,675
Fuel & Oil	0	0	0	0	0%	342	342

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	FYE 2016	FYE 2017	FYE 2018	FYE 2018	FYE 2018	FYE 2018	FYE 2019
Dept	Actuals	Actuals	YTD	Forecast	75%	Budget	Budget
Janitorial Supplies	221	173	169	226	113%	150	150
Other Operating Expense	3,881	2,902	1,193	1,591	37%	3,249	3,249
Space Rent	0	0	0	0	0%	0	0
Building Repairs & Supplies	1,012	745	375	500	0%	0	0
Auto Repairs/Vehicle Registrat	0	0	0	0	0%	0	0
Small Tools & Equipment	0	96	0	0	0%	0	0
Auditing	0	0	0	0	0%	172	172
Legal Services	400	400	300	400	67%	450	450
Telephone	310	310	237	316	39%	600	600
Liability Insurance	155	155	116	155	87%	134	134
Vehicle Insurance	0	0	224	299	42%	536	536
Property Insurance	48	48	36	48	57%	63	63
Electricity Expense	1,021	969	750	1,000	69%	1,087	1,087
Water & Sewer Expense	156	132	114	152	76%	150	150
Natural Gas Expense	77	58	52	69	42%	122	122
Waste Disposal Services	67	73	49	65	72%	68	68
Dues, Subscriptions & Membersh	351	340	135	180	270%	50	50
Maintenance Contracts	1,226	1,100	566	755	80%	704	704
Miscellaneous Charges	0	0	0	0	0%	0	0
Other Contractual Services	160	535	133	177	133%	100	100
Equipment Repair	938	484	874	1,165	134%	650	650
Machinery & Equipment	0			0	0%	0	0
Conferences & Training	0	2	0	0	0%	180	180
Total Home Delivered Meals	65,694	56,421	39,646	52,861	55%	69,831	72,401
						0.74%	0.00%

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		FYE 2016	FYE 2017	FYE 2018	FYE 2018	FYE 2018	FYE 2018	FYE 2019
Dept	Description	Actuals	Actuals	YTD	Forecast	75%	Budget	Budget
Senior Center Operations								
8423	Salaries & Wages	36,318	36,747	25,555	34,074	63%	37,294	40,665
	Salaries & EREs: Executive on Loan	0	0	0	0	0%	3,073	3,073
	FICA Expense	2,629	2,769	1,926	2,567	62%	2,853	3,111
	Pension Expense	3,635	3,805	2,576	3,435	61%	3,930	4,206
	Workman's Compensation	493	499	360	480	32%	567	1,118
	Group Health & Dental Insuranc	3,479	3,373	2,626	3,502	64%	4,078	4,121
	Unemployment Insurance	363	309	173	230	49%	350	350
	Life Insurance Expense	36	36	27	36	46%	58	58
	Office Expense	307	106	269	358	107%	250	250
	Printing & Duplicating	125	286	255	340	283%	90	90
	Food Supplies	0	42	4	5	0%	0	0
	Janitorial Supplies	1,355	1,097	1,071	1,428	107%	1,000	1,000
	Other Operating Expense	653	546	450	600	98%	461	461
	Space Rent	0	0	0	0	0%	0	0
	Building Repairs & Supplies	4,938	3,726	1,877	2,502	74%	2,550	2,550
	Small Tools & Equipment	0	47	0	0	0%	0	0
	Auditing	0	0	0	0	0%	172	172
	Legal Services	400	400	300	400	67%	450	450
	Telephone	310	310	237	316	59%	400	400
	Postage & Mailing	8	1	2	3	5%	35	35
	Liability Insurance	776	776	582	776	122%	475	475
	Property Insurance	239	239	180	239	72%	250	250
	Electricity Expense	5,107	4,846	3,752	5,002	69%	5,425	5,425
	Water & Sewer Expense	779	659	572	762	76%	750	750
	Natural Gas Expense	386	288	259	345	58%	450	450
	Waste Disposal Services	367	367	244	326	72%	340	340
	Dues, Subscriptions & Membersh	362	350	0	0	0%	0	0
	Maintenance Contracts	1,475	892	441	588	62%	712	712
	Meetings & Business Expense	0	0	0	0	0%	0	0
	Miscellaneous Charges	0	0	0	0	0%	0	0
	Other Contractual Services	0	345	110	147	0%	0	0
	Equipment Repair	938	484	674	1,165	134%	650	650
	Conferences & Training	0	3	0	0	0%	0	0
	Travel & Lodging	0	0	0	0	0%	0	0
	Senior Activities	0	0	0	0	0%	0	0
	Machinery & Equipment	0	0	0	0	0%	0	0
	Total Senior Center Operations	65,479	63,346	44,720	59,627	63%	66,663	71,161
							0	0

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Dept	Description	FYE 2016 Actuals	FYE 2017 Actuals	FYE 2018 YTD	FYE 2018 Forecast	FYE 2018 75%	FYE 2018 Budget	FYE 2019 Budget
Transportation								
8424	Wages and ERE's							
	Fuel & Oil	833	852	547	729	11%	5,207	5,207
	Auto Repairs/Vehicle Registrat	0	0	0	0	0%	4,471	4,471
	Insurance	0	0	680	907	42%	1,609	1,609
	Telephone	0	0	0	0	0%	150	150
	Miscellaneous Expense	0	0	0	0	0%	0	0
	Total Transportation	833	852	1,227	1,636	11%	11,437	11,437
	Total Senior Center Revenues	149,027	147,982	115,117	153,489	79%	146,139	146,139
	Total Senior Center Expenses	225,436	212,327	145,899	194,532	58%	241,309	251,484
	Total Revenues Less Expenses	(76,409)	(64,345)	(30,783)	-41,044		0	0
	Transfers from General Fund	(76,409)	(64,345)	(30,783)	-41,044		(95,170)	(105,345)
	Beginning Fund Balance	0	0	0	0		0	0
	Fund Balance Year End	0	0	0	0		0	0
							1%	0%

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	FYE 2016	FYE 2017	FYE 2018	FYE 2018	FYE 2018	FYE 2018	FYE 2019
Dept	Actuals	Actuals	YTD	Forecast	75%	Budget	Budget
Community Action Program							
Revenues							
County	62,886	35,000	34,348	45,797	98%	35,000	35,000
Tribal Grants	0	0	29,216	38,955	37%	200,000	80,000
Prior Period Adjustment	0	0	0	0	0%	0	0
Total	62,886	35,000	63,564	84,752	55%	235,000	115,000
8440 Salaries & Wages	68,563	51,554	45,204	60,272	68%	64,632	66,963
FICA Expense	5,054	3,826	3,457	4,609	67%	4,944	5,123
Pension Expense	7,755	5,356	3,778	5,038	49%	7,433	7,701
Workman's Compensation	415	428	327	436	66%	265	496
Group Health & Dental Insurance	17,284	13,387	7,451	9,935	62%	11,890	12,022
Unemployment Insurance	640	637	428	571	55%	783	783
Life Insurance Expense	92	88	69	92	60%	115	115
Office Expense	99	455	414	553	83%	1,000	500
Printing & Duplicating	165	1,152	178	238	48%	370	370
Food Supplies	0	1,396	864	1,153	86%	1,000	1,000
Fuel & Oil	359	136	138	184	28%	500	500
Janitorial Supplies	20	0	89	119	0%	0	0
Other Operating Expense	329	480	115	153	0%	0	0
Building Repairs & Supplies	124	193	103	137	0%	0	0
Auto Repairs & Supplies	16	210	448	598	112%	400	400
Auditing	320	284	284	378	0%	0	0
Legal Services	0	0	0	0	0%	0	0
Telephone	782	785	594	793	66%	900	900
Postage & Mailing	36	58	121	161	60%	200	200
Travel & Lodging	0	0	0	0	0%	0	0
Liability Insurance	767	767	575	767	100%	575	575
Vehicle Insurance	482	482	362	482	80%	450	450
Property Insurance Expenses	1,087	1,084	816	1,087	86%	950	950
Electricity Expense	1,421	1,373	994	1,325	62%	1,600	1,600
Water & Sewer Expense	247	210	124	165	48%	260	260
Waste Disposal Services	397	367	262	349	73%	360	360
Dues, Subscriptions & Memberships	93	261	0	0	0%	300	300
Maintenance Contracts	2,743	2,425	3,033	4,044	132%	2,300	2,300
Meetings & Business Expense	0	0	0	0	0%	0	0
Tribal Grants	0	0	29,216	38,955	37%	200,000	80,000
Equipment Repair	85	0	0	0	0%	100	100
Conferences & Training	135	11	0	0	0%	300	300
Machinery & Equipment	3,111	0	0	0	0%	0	0
Total Revenues Less Expenses	112,620	87,404	99,444	132,592	54%	301,627	184,267
Less Grants	(49,734)	(52,404)	(35,880)	-47,840	52%	(66,627)	(69,267)
Total Expense-Net Grants			70,228	93,637	67%	0	104,267
Transfers from General Fund	(49,734)	(52,404)	(35,880)	-47,840	52%	0	(69,267)
Beginning Fund Balance	0	0	0	0		2	0
Fund Balance Year End	0	0	0	0			0

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	FYE 2016	FYE 2017	FYE 2018	FYE 2018	FYE 2018	FYE 2018	FYE 2019
Dept	Actuals	Actuals	YTD	Forecast	75%	Budget	Budget
CDBG Grants & HOME County Housing REVENUES							
8091 Home 307-13-330,000	0	0	0	0	0%	330,000	0
8093 La Cuarenta Improvements DG1210	0	0	0	0	0%	490,550	0
8090 Repave DG1203 (\$358,550)	0	0	0	0	0%	186,110	0
8094 Home UC1107 New Const-283,941	0	0	0	0	0%	63,347	0
8095 Home UC1107A Rehab-200,000	0	0	0	0	0%	200,000	0
8088 CDBG-DG1604 -400,800	0	48,100	307,883	410,511	77%	400,800	400,800
8087 CDBG-2018-2019	0	0	0	0	0%	59,346	542,223
8098 Guadalupe Pavement DG1405	4,825	36,606	0	0	0%	304,913	0
Program Income	1,135	0	0	0	0%	200,000	200,000
Solarez-DG1204 40-8088	0	0	0	0	0%	391,791	265,027
8087 Demolition DG1209	7,815	42,055	0	0	0%	4,483	0
Total CDBG Revenues	13,775	126,761	307,883	410,511	22%	2,631,340	1,408,050
EXPENSES							
8090 La Cuarenta Improvements	0	0	0	0	0%	490,550	0
8093 La Cuarenta Phase II DG1210	0	0	0	0	0%	59,346	0
8094 Home UC1107 New Const-283,941	0	0	0	0	0%	283,941	0
8095 Home UC1107A Rehab-200,000	0	0	0	0	0%	200,000	0
8092 CDBG-DG1313 Guestelo	0	0	0	0	0%	180,206	0
Tohono O' odham	0	0	0	0	0%	0	0
8088 CDBG 1604	0	48,100	307,883	410,511	0%	4,483	400,800
8098 Guadalupe Pavement DG1405	0	0	0	0	0%	304,913	0
8091 Home 307-13-330,000	(226)	0	0	0	0%	330,000	0
Program Income	1,265	7	0	0	0%	200,000	200,000
8087 CDBG-2018-2019	7,815	42,055	0	0	0%	186,110	542,223
8088 CDBG Solarez DG1204	0	0	0	0	0%	391,791	265,027
Total HOME & CDBG Expenses	8,854	90,162	307,883	410,511	22%	2,631,340	1,408,050
Transfers from General Fund	0	0	0	0		0	0
Total Revenues Less Expenses	4,921	36,599	0	0		0	0
Beginning Fund Balance	36,712	41,632	78,231	78,231		0	78,231
Fund Balance Year End	41,632	78,231	78,231	78,231	100%	0	78,231

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	FYE 2016	FYE 2017	FYE 2018	FYE 2018	FYE 2018	FYE 2018	FYE 2019
Dept	Actuals	Actuals	YTD	Forecast	75%	Budget	Budget
OTHER HOUSING- Revenues							
4383 Self Help T.A. Grant-\$311,022	0	0	0	0	0%	0	0
4382 Self Help T.A. Grant-\$455,384	0	0	0	0	0%	311,963	0
4380 State Admin Grant 307-13	0	0	0	0	0%	9,499	0
4970 Gila River Land Purch Grant	0	0	0	0	0%	35,000	0
Tohono O' odham	0	0	0	0	0%	320,000	320,000
4950 Family Rents & Reimbursements	4,638	4,638	3,865	5,153	0%	26,639	0
4971 Ruiz Home Sale-Program Income	0	0	0	0	0%	0	0
4973 Bridgeview Bank/Federal Home	0	0	0	0	0%	300,000	0
Total Revenues	4,638	4,638	3,865	5,153	1%	1,003,101	320,000
OTHER HOUSING- Expenses							
8751 Corporate						0	
8751 Corporate & Heritage Bank Expenses	2,686	3,128	1,563	2,084	0%	26,639	0
8755 Federal Home Loan	0	0	0	0	0%	311,963	0
Tohono O' odham	0	0	0	0	0%	320,000	320,000
8752 Gila River Land Purch Grant	0	0	0	0	0%	35,000	0
8759 State Admin Grant 309-11	0	0	0	0	0%	9,499	0
8761 State Home II	0	0	0	0	0%	300,000	0
Total "other" Expenses	2,686	3,128	1,563	2,084		1,003,101	320,000
Total Other Housing Grant Expense	2,686	3,128	1,563	2,084		1,003,101	320,000
Transfers from General Fund	0	0	0	0		0	0
Total Revenues Less Expenses	1,952	1,509	2,302	3,069	3%	0	0
Beginning Fund Balance	40,392	42,343	43,853	58,470	0%	46,154	61,539
Fund Balance Year End	42,343	43,853	46,154	61,539	0%	46,154	61,539

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	FYE 2016	FYE 2017	FYE 2018	FYE 2018	FYE 2018	FYE 2018	FYE 2019
Dept	Actuals	Actuals	YTD	Forecast	75%	Budget	Budget
Tianguis							
REVENUES							
Mercado Committee	6,805	4,458	0	0	0%	0	0
Tianguis Rents	94,247	86,511	94,104	125,472	86%	140,000	110,000
Utilities Billed	21,988	21,903	23,453	31,271	90%	22,708	26,000
Late Fees	0	0	0	0	0%	0	0
Patio Deposits Earned	6,159	16,234	4,610	6,147	0%	0	5,000
Miscellaneous Revenues	970	0	56	75	2%	3,500	3,500
	130,169	129,105	122,223	162,965	85%	166,208	144,500
Salaries & Wages	15,026	21,319	14,193	18,924	89%	23,406	15,914
FICA Expense	1,165	1,599	1,081	1,442	89%	1,791	1,217
Pension Expense	1,435	2,109	1,411	1,881	77%	641	1,830
Workman's Compensation	585	621	435	580	38%	943	1,157
Group Health & Dental Insuranc	0	707	669	893	66%	1,004	1,016
Unemployment Insurance	300	288	90	120	36%	250	250
Life Insurance Expense	0	4	3	4	10%	52	31
Janitorial Supplies	2,203	2,922	1,569	2,093	49%	3,200	3,200
Uniform Expense	50	0	0	0	0%	0	0
Other Operating Expense	1,993	1,068	627	836	42%	1,500	1,500
Building Repairs & Supplies	20,223	18,396	29,201	38,935	133%	28,000	22,000
Small Tools & Equipment	932	446	172	230	43%	400	400
Auditing	680	602	602	803	69%	873	873
Engineering & Architectural Ser	0	0	0	0	0%	0	0
Legal Services	0	0	0	0	0%	0	0
Dues, Subscriptions & Memberships	995	1,144	33	44	0%	2,500	0
Liability Insurance	1,287	1,287	965	1,287	81%	1,195	1,195
Property Insurance	2,412	2,412	1,809	2,412	75%	2,420	2,420
Electricity Expense	45,769	41,742	35,080	46,774	78%	45,000	45,000
Water & Sewer Expense	14,918	9,667	6,888	9,184	49%	14,000	14,000
Waste Disposal Services	4,969	4,586	3,058	4,077	68%	4,500	4,500
Maintenance Contracts	531	638	154	205	26%	600	600
Miscellaneous Charges	419	5	385	513	55%	500	700
Other Contractual Services	8,182	18,350	13,294	17,725	70%	19,000	19,000
Mercado Committee	7,571	5,361	500	667	0%	5,000	0
Building Improvements	3,791	0	0	0	0%	8,000	8,000
Depreciation Expense	48,000	28,516	21,387	28,516	75%	48,000	28,516
Bad Debt Expense	0	4,806	0	0	0%	0	0
Total Tianguis Expenses	183,435	168,596	133,608	178,144	77%	212,776	173,319
Trsfrs to General Fund (land)	0	0	0	0		0	0
Total Revenues Less Expenses	(53,267)	(39,491)	(11,384)	-15,179	40%	(46,568)	(28,819)
Beginning Retained Earnings	117,866	64,599	25,108	25,108		68,065	9,929
Transfer in	0	0	0	0		0	0
Year End Retained Earnings	64,599	25,108	13,724	9,929		21,497	(18,890)
						0	(0)

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	FYE 2016	FYE 2017	FYE 2018	FYE 2018	FYE 2018	FYE 2018	FYE 2019
Dept	Actuals	Actuals	YTD	Forecast	75%	Budget	Budget
Sewer Enterprise							
REVENUES							
Sewer User Fees	79,048	79,738	47,113	62,818	59%	80,000	80,000
Sewer Tap & Connection Fees	29,610	0	0	0	0%	0	0
Loss on state investment pool	2,942	0	0	0	0%	0	0
Investment Earnings	0	6,753	8,773	11,697	219%	4,000	4,000
	111,600	86,490	55,886	74,515	67%	84,000	84,000
EXPENSES							
Sewer Enterprise							
Salaries & Wages	22,124	27,032	33,434	44,578	66%	69,888	50,941
FICA Expense	1,850	1,970	2,407	3,209	62%	5,346	3,897
Pension Expense	2,690	2,769	3,500	4,667	60%	6,841	5,858
Workman's Compensation	1,078	971	813	1,084	22%	2,816	3,703
Group Health & Dental Insuranc	3,939	3,475	5,217	6,955	48%	10,929	10,927
Unemployment Insurance	219	130	251	334	13%	2,603	1,900
Life Insurance Expense	25	19	24	32	36%	67	67
Uniform Expense	0	0	0	0	0%	100	100
Other Operating Expense	0	55,980	1,427	1,902	0%	0	0
Sewer Line Repairs & Supplies	4,116	8,829	10,492	13,989	10%	24,631	103,120
Auditing	284	251	251	335	21%	1,218	1,218
Liability Insurance	632	632	474	632	88%	541	541
Vehicle Insurance	0	0	0	0	0%	250	250
Electricity Expense	391	390	260	346	65%	400	400
Equipment	4,150	0	0	0	0%	0	0
Depreciation Expense	0	50,422	36,750	49,000	75%	49,000	49,000
Total Expenses	41,496	152,869	95,299	127,065	41%	174,631	231,923
Transfers from General Fund	0	0	0	0		0	0
Total Revenues Less Expenses	70,104	(66,379)	(39,413)	-52,550	27%	(90,631)	(147,923)
Beginning Retained Earnings	1,385,003	1,455,107	1,270,505	1,270,420		1,010,983	1,205,146
Transfer to Other Funds	0	(118,224)	9,542	-12,723		(204,491)	(272,145)
Year End Retained Earnings							
Net of related capital assets and depreciation	1,455,107	1,270,505	1,240,635	1,205,146		715,860	785,078

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	FYE 2016	FYE 2017	FYE 2018	FYE 2018	FYE 2018	FYE 2018	FYE 2019
Dept	Actuals	Actuals	YTD	Forecast	75%	Budget	Budget
Solid Waste Services							
REVENUES							
Refuse Fees	297,359	322,925	190,493	253,991	59%	323,003	323,003
Truck Reservations	1,300	1,700	400	533	0%	0	0
	298,659	324,625	190,893	254,524	59%	323,003	323,003
EXPENSES							
Clean Up Days	5,839	1,556	298	398	1%	25,000	20,000
Auditing/Insurance	3,003	2,363	1,772	2,363	44%	4,002	4,002
Residential Pick Up Charges	259,364	258,105	194,192	258,922	73%	264,120	266,976
Clean Up Days Yaqui Grant \$10K	0	0	0	0	0%	0	0
Roll Off Fees	44,356	54,472	43,480	57,973	72%	42,222	60,000
	312,563	316,495	239,742	319,655	68%	335,344	350,978
Transfers from General Fund	0	0	0	0		0	0
Total Revenues Less Expenses	(13,905)	8,130	(48,849)	-65,131		(12,341)	(27,975)
Beginning Retained Earnings	281,137	267,233	275,363	275,363		275,862	210,232
Year End Retained Earnings	267,233	275,363	226,515	210,232		263,521	182,257
						0	0
Municipal Property Corp.							
REVENUES-Other Fin Srcs-Bond Issue							
REVE Investment Earnings	0	0	0	0	0%	0	0
	0	0	0	0	0%	0	0
EXPENSES							
Bond Issuance Costs	0	0	0	0	0%	0	0
HURF Bonds Retired	0	0	0	0	0%	0	0
Advance Refunding-Escrow	0	0	0	0	0%	0	0
Bond Principal	215,000	220,000	183,750	245,000	75%	215,000	245,000
Interest on Bonds	79,046	70,450	35,438	47,250	75%	74,300	47,250
Total Expenses	294,046	290,450	219,188	292,250	75%	289,300	292,250
Total Revenues Less Expenses	(294,046)	(290,450)	(219,188)	-292,250	75%	(289,300)	(292,250)
						0	0
Transfer from General Fund	294,046	290,450	219,188	292,250	75%	289,300	292,250
Transfer In	0	0	0	0	0%	0	0
Beginning Fund Balance	0	0	0	0	0%	0	0
Fund Balance Year End	0	0	0	0	0%	0	0

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Dept	Description	FYE 2016 Actuals	FYE 2017 Actuals	FYE 2018 YTD	FYE 2018 Forecast	FYE 2018 75%	FYE 2018 Budget	FYE 2019 Budget
GENERAL FUND REVENUES								
REVENUE SOURCE								
	Local Sales Tax	1,630,995	1,592,401	1,320,323		76%	1,600,276	1,732,538
	Local Sales-Auditor Collected	30,110	62,979	0		0%	0	0
	Franchise Tax	25,360	23,948	20,010		81%	21,000	24,562
	Transient Occupancy Tax	498,990	400,511	204,518		52%	334,108	395,164
	Alcoholic Beverage License	10,425	5,650	4,000		67%	6,000	6,000
	Restaurant Bar Tax	324,353	336,128	157,365		48%	330,000	330,000
	Business License	15,450	16,120	7,520		54%	14,000	14,000
	Building Permits & Fees	100,323	28,863	26,455		35%	15,000	75,000
	Billboard Revenues	63,304	58,733	44,017		77%	65,000	57,433
	Urban Revenue Sharing	664,968	755,711	588,580		76%	775,286	777,813
	State Sales Tax	525,765	566,627	472,584		75%	587,115	628,842
	Other Rev. from Gov. Agencies	919,473	1,386,103	263,661		254%	171,072	103,600
	Intergovernmental Grants	41,138	34,071	0		0%	3,746,200	1,913,984
	Vehicle in Lieu Tax	228,726	243,717	191,644		68%	261,895	279,996
	Fines & Forfeitures	59,004	38,024	27,378		124%	46,876	22,000
	Appearance Bond Revenue	3,601	1,300	100		0%	0	0
	JCEF & Fill the Gap Revenues	10,101	1,792	0		0%	0	0
	Investment Earnings	2,938	3,471	6,451		81%	600	8,000
	Rents & Concessions	94,063	87,072	63,249		77%	82,269	82,269
	Ballfield Fees Charged	3,783	3,475	1,655		110%	3,000	1,500
	Loss on State Investment Pool	1,971	1,730	0		0%	0	0
	Misc. Fees	18,482	18,868	20,868		139%	11,000	15,000
	Insurance Loss Recovery	3,021	0	0		0%	0	0
	Sale of Land	0	2,800	6,425		0%	0	0
	Youth Program Revenue	0	2,800	6,425		0%	0	0
	Total General Fund Revenues	5,276,344	5,670,094	3,426,803		53%	8,070,696	6,467,701
	Total General Fund Expenses	4,576,022	5,282,359	3,077,278		72%	4,103,694	4,282,292
	Transfers to Other Funds	420,189	407,199	285,850		56%	451,098	513,277
	Total Revenues Less Expenses and Fund Transfers	5,276,344	5,670,094	3,426,803		75%	4,324,496	4,553,717
DETAIL FUND TRANSFERS								
	Senior Center	(76,409)	(64,345)	(30,783)		29%	(95,170)	(105,345)
	Community Action Program	(49,734)	(52,404)	(35,880)		52%	(66,627)	(69,267)
	LTAf	0	0	0		0%	0	(27,526)
	Municipal Property Corp.	(294,046)	(290,450)	(219,188)		75%	(289,300)	(292,250)
	Mercado/Tianguis	0	0	0		0%	0	(18,890)
	Less: Bond Proceeds	0	0	0			0	0
	Total General Fund Transfers	(420,189)	(407,199)	(285,850)		56%	(451,098)	(513,277)

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	FYE 2016	FYE 2017	FYE 2018	FYE 2018	FYE 2018	FYE 2018	FYE 2019
Dept	Actuals	Actuals	YTD	Forecast	75%	Budget	Budget
GENERAL FUND EXPENSES BY DEPARTMENT							
Mayor & Council	38,683	53,394	53,741		72%	71,857	74,780
Municipal Court	225,132	199,261	172,700		73%	238,128	235,685
Town Manager	63,701	104,722	77,025		70%	120,726	110,234
Administration	224,051	216,498	140,691		80%	378,256	175,764
Finance	119,891	142,655	117,447		82%	138,284	143,813
Attorney	97,519	127,419	80,029		68%	113,000	117,000
Town Clerk	79,213	45,180	15,583		37%	33,650	42,102
Community Development	79,856	38,649	30,801		77%	38,102	39,752
Information Technology	38,376	37,514	27,793		53%	56,572	52,810
Building Safety	57,257	103,070	65,949		72%	86,360	91,360
Building Maintenance	71,708	70,758	77,521		79%	92,378	98,261
Police Services	1,476,561	1,698,605	1,245,466		70%	1,661,785	1,776,258
Fire	1,101,030	1,131,242	826,376		71%	2,141,873	1,156,555
Cemetery	14,802	13,974	8,637		69%	12,149	12,457
Parks	115,991	131,677	110,132		79%	129,339	139,231
Library	8,802	10,095	10,352		64%	10,035	16,230
Capitol Outlay	763,451	1,157,648	17,036		0%	0	245,000
Contingency-Emergency	0	0	0		0%	0	0
General Fund Expenses	4,576,022	5,282,359	3,077,278		68%	5,324,894	4,527,292
+(-) Adjustments							
Solid Waste Expenses 02&03	0	0	0		0%	0	0
Capital Lease Agreements	0	0	0		0%	0	0
Total General Fund Expenses	4,576,022	5,282,359	3,077,278		68%	5,324,894	4,527,292
Contingency-Emergency	0	0	0		0%	0	0
Grand Total General Fund Expenses	4,576,022	5,282,359	3,077,278		68%	5,324,894	4,527,292

BUDGET REQUESTS

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Dept	Description	FYE 2016 Actuals	FYE 2017 Actuals	FYE 2018 YTD	FYE 2018 Forecast	FYE 2018 75%	FYE 2018 Budget	FYE 2019 Budget
Total All Expenses/All Funds								
General Fund		4,577,290	5,283,656	3,156,996		51%	5,324,894	6,196,276
LTAf		32,222	28,980	26,569		73%	32,366	36,269
HURF		356,924	558,603	295,718		44%	2,114,311	677,435
Senior Center		225,436	212,327	145,899		58%	241,309	251,484
CAP		112,620	87,404	70,228		67%	301,627	104,267
Summer Youth		0	0	0		0%	0	0
Youth Build & Other Grants		0	0	0		0%	311,963	0
CDBG/HOME		8,854	90,162	307,883		22%	2,631,340	1,408,050
Other Housing		2,686	3,128	1,563		0%	691,138	320,000
Tianguis		183,435	168,598	133,608		77%	212,776	173,319
Sewer		41,496	152,869	95,299		41%	174,631	231,923
Refuse		312,563	316,495	239,742		68%	335,344	350,978
MPC		294,046	290,450	219,188		75%	289,300	292,250
Impact Fee		19,084	0	0		0%	0	0
Capital Projects		0	0	0		0%	0	0
Total All Funds		6,166,658	7,192,670	4,692,691		47%	12,660,999	10,042,250
						0%		
		6,166,658	7,192,670	4,721,907		74%	12,660,999	6,400,216
		6,422,821	6,941,068	4,607,791		45%	12,060,603	10,255,448

April 9, 2018

Jeff Kulaga
Town Manager
Town of Guadalupe
9241 South Avenida Del Yaqui
Guadalupe, Arizona 85283

RE: Flood Remediation along Calle Guadalupe from the ADOT ramp pipe undercrossing (north side) to Avenida del Yaqui. Proposal for Part Time Construction Management Services

We appreciate the opportunity to present this proposal for providing part time Construction Management services for the flood remediation along Calle Guadalupe.

PROJECT FUNDING

The construction of this project will be partly financed (75%) by a grant from the Flood Control District of Maricopa County (FCDMC), Small Project Assistance Program.

PROJECT DESCRIPTION

The purpose of this project is to relieve the flooding condition caused by the drainage ditch and culvert crossing of Calle Sahuaro. The work includes the following:

- This project consists of removing an existing concrete headwall that serves as a discharge point for an existing 44"x22" storm drain pipe under the up-ramp of Calle Guadalupe. The existing headwall will be replaced by a new manhole connected to approximately 735 linear feet of new 36" storm drain pipe (RGRCP) located in Calle Guadalupe. The new pipe will be connected by 5 new storm drain manholes. A new catch basin will replace an existing spillway located on the up-ramp of Calle Guadalupe. The new underground pipe system will discharge into a new bubble up catch basin. A new Dual Chamber drywell will be installed to percolate standing water in the new storm drain at this location.

SCOPE OF WORK

1.0 Construction Management

- Conduct Pre-Bid meeting.
- Conduct Bid Opening.
- Conduct Pre-Construction meeting.
- Review bids, make recommendations.
- Provide part time construction inspection (10 hrs. per week).
- Interpret technical documents.
- Arrange and conduct construction meetings (4 meetings).
- Review and compare contractor's billings against work progress.
- Document work delays and other issues affecting advancement of the work.
- Prepare punch list and approve project for final payment.

Total Construction Management Fee

\$18,000

SCHEDULE: The Contractor will be given a total of 60 calendar days to complete the work.

EXCLUSIONS:

- Environmental Investigations
- Construction staking
- Geotechnical Investigations
- As-built Survey (to be completed by Contractor)
- As-builts
- Cost of permits or fees
- Potholing and utility locating

Compensation for additional services not included in this Scope of Work shall be charged on a time and materials basis in accordance with the attached schedule of standard billing rates.

Invoices will be submitted monthly based on the percentage of the project services that are complete. These invoices will be due and payable upon receipt.

If you have any questions, please feel free to call us at (602) 957-1155.

Sincerely,
Dibble Engineering



Vince Gibbons, PE
Principal Engineer



Steven E. Rex, PE
COO

If this proposal including the attached back-up documents are acceptable, please so indicate by signing and dating below. The return of this signed document shall serve as our notice to proceed with this project.

Name (Print), Title

Signature

Date

Effective January 1, 2018

STANDARD BILLING RATES

Principal	\$	279.00
Principal Engineer		219.00
Senior Project Manager		195.00
Project Manager		187.00
Senior Planner		195.00
Planner		159.00
Senior Engineer		175.00
QA/QC Manager		182.00
Project Engineer (PE)		160.00
Assistant Project Engineer (EIT)		130.00
Senior Technician		134.00
Technician		110.00
Senior Designer		135.00
Designer		116.00
Project Coordinator		108.00
Land Survey Manager (RLS)		174.00
Land Surveyor (RLS)		150.00
Assistant Land Surveyor (LSIT)		110.00
Survey Technician		96.00
Survey Crew (2-Man, GPS/Robotic)		185.00
Senior Construction Project Manager		170.00
Construction Project Manager / Resident Engineer		160.00
Construction Project Engineer		152.00
Construction Inspector		135.00
Information Technology Manager		145.00
Network Administrator		98.00
Marketing/Business Development Manager		152.00
Marketing Coordinator		105.00
Senior Administrative Assistant		93.00
Administrative Assistant		79.00

Expenses

Mileage, reproduction, etc. Cost plus 15%

Overtime Rates

Client Authorized Billing Rate x 1.5

**TOWN OF GUADALUPE
CONTRACT AGREEMENT**

THIS AGREEMENT made as of the _____ day of _____ in the year of Two Thousand Seventeen between:

the OWNER: TOWN OF GUADALUPE
9241 S AVENIDA DEL YAQUI
GUADALUPE, ARIZONA 85283
(480) 550-2248

and the CONTRACTOR:

the PROJECT: Calle Guadalupe Storm Drain

the OWNER and the CONTRACTOR agree as set forth below.

ARTICLE I
THE CONTRACT DOCUMENTS

The Contract Documents consist of this **AGREEMENT**, the project Drawings, the Specifications, all Addenda issued prior to and all Modifications issued after execution of the **AGREEMENT**. These form the Contract, and all are as fully a part of the Contract as if attached to this **AGREEMENT** or repeated herein and except for modifications after execution of this **AGREEMENT** are as follows:

Invitation to Bid
Instructions to Bidders
Technical Specifications, inclusive of Special Provisions
Construction Drawings, Six (6) Sheets
General Contract Conditions
Contract Agreement
Settlement of Claims
Bid Schedule

ARTICLE II
THE WORK

The **CONTRACTOR** shall perform all the **WORK** specified or indicated in the Contract Documents. The **WORK** is described as follows: removing an existing concrete headwall that serves as a discharge point for an existing 44"x22" storm drain pipe under Calle Guadalupe. The headwall shall be replaced by a manhole connected to about 735 linear feet of 36" storm drain RGRPC located under Calle Guadalupe. The piping will be connected by 5 storm drain manholes plus an existing catch basin located on the up-ramp of Calle Guadalupe. The underground piping system discharges into a new 24 feet catch basin. A drywell, Maxwell Plus, Dual Chamber (or approved equal) will be installed to percolate standing water into the ground. A separate component of the project consists on regrading a swale carrying nuisance runoff from the west into a new concrete headwall. The headwall connects to an existing 21" CMP. The project will require coordination with the Town and the Sheriff's office on the issue of traffic control.

The work begins at a point north of Calle Guadalupe within ADOT's R/W, about 160 feet west of the intersection of Calle Sahuaro and Calle Guadalupe, from there it continues along the street center line to a point just west of the intersection of Calle Guadalupe and Avenida del Yaqui where it discharges into a catch basin, as shown on the project plans.



ARTICLE III
TIME OF COMMENCEMENT AND SUBSTANTIAL COMPLETION

- A. The WORK to be performed under this contract shall be commenced in accordance with "B" below and, subject to authorized adjustments. Substantial Completion shall be achieved not later than the date indicated on the "Notice to Proceed".
- B. It is hereby understood and mutually agreed, by and between the CONTRACTOR and the OWNER, that the date of beginning, rate of progress, and the time for completion of the WORK to be done hereunder, are **ESSENTIAL CONDITIONS** of this Contract, and it is further mutually understood and agreed that the WORK embraced in this Contract shall be commenced on the date of "**NOTICE TO PROCEED**". The CONTRACTOR agrees that said WORK shall be prosecuted *regularly, diligently, and uninterruptedly at such rate of progress as will insure full completion thereof within the CONTRACT TIME* stated in the Instructions to Bidders. He also shall consider that the OWNER needs the complete use of these facilities as quickly as possible.
- C. In the event that the CONTRACTOR shall neglect, fail or refuse to complete the WORK within the time specified, then the CONTRACTOR does hereby agree, as part consideration for the awarding of this Contract, to pay to the OWNER a sum in accordance with Table 108-1 of the MAG Standard Specifications, not as a penalty, but as **liquidated damages** for such breach of contract as hereinafter set forth for each and every calendar day that the CONTRACTOR shall be in default after the time stipulated in the Contract for completing the WORK

ARTICLE IV
CONTRACT SUM

The OWNER shall pay the CONTRACTOR based on additions and deductions by Change Order as provided in the Contract Documents, the contract sum of \$ _____

The Contract sum is determined by the CONTRACTOR'S accepted sealed bid amount.

ARTICLE V
PROGRESS PAYMENTS

Based upon applications for Payment submitted to the Authorized Representative by the CONTRACTOR and Certificates for Payment issued by the Authorized Representative, the OWNER shall make progress payments on the Contract Sum to the CONTRACTOR less retention from each payment in accordance with the latest revision of the Arizona State Statutory requirements. These Progress Payments will be for labor, materials and equipment incorporated in the WORK and/or material and equipment suitably stored for use on the project as approved by the Authorized Representative.

ARTICLE VI
FINAL PAYMENT

Final payment, constituting the entire unpaid balance of the Contract Sum, shall be paid by the OWNER to the CONTRACTOR when the WORK has been completed, the Contract fully performed, a final Certificate for Payment has been issued, and the CONTRACTOR'S Affidavit regarding Settlement of Claims is completed.

ARTICLE VII
MISCELLANEOUS PROVISIONS

- A. CONTRACTOR has familiarized himself with the nature and extent of the Contract Documents, WORK, locality, and with all local conditions and federal, state and local laws, ordinances, rules and regulations that in any manner may affect cost, progress or performance of the WORK.



- B. **CONTRACTOR** has studied carefully all reports of investigations and tests of subsurface and latent physical conditions at the site or otherwise affecting cost, progress or performance of the WORK which were relied upon by the Consultant in the preparation of the Drawings and Specifications and which have been identified in the Special Provisions, as applicable.
- C. **CONTRACTOR** has made or caused to be made, examinations, investigations and tests and studies of such reports and related data in addition to those referred to in Article I as he deems necessary for the performance of the WORK at the Contract Price, within the Contract Time and in accordance with the other terms and conditions of the Contract Documents; and no additional examinations, investigations, tests, reports or similar data are or will be required by **CONTRACTOR** for such purposes.
- D. **CONTRACTOR** has correlated the results of all such observations, examinations, investigations, tests, reports and data with the terms and conditions of the Contract Documents.
- E. **CONTRACTOR** has given Authorized Representative written notice of all Conflicts, errors or discrepancies that he has discovered in the Contract Documents and the written resolution thereof by the Authorized Representative is acceptable to **CONTRACTOR**.
- F. Terms used in the **AGREEMENT** which are defined in the General Conditions shall have the meanings indicated in the General Conditions.
- G. No assignment by a party hereto of any rights under or interest in the Contract Documents will be binding on another party hereto without the written consent of the other party to this Contract (except to the extent that the effect of this restriction may be limited by law), and unless specifically stated to the contrary in any written consent to an assignment. No assignment will release or discharge the assignor from any duty or responsibility under the Contract Documents.
- H. **OWNER** and **CONTRACTOR** each binds himself, his partners, successors, assignees and legal representatives to the other party hereto, in respect to all covenants, agreements, and obligations contained in the Contract Documents.
- I. The right is reserved by the **OWNER** to terminate, indefinitely postpone WORK or abandon the project. This Contract may be terminated by giving written notice to the **CONTRACTOR** at least twenty-four (24) hours prior to the effective date of termination. In the event of such termination, the **OWNER** shall be liable to the **CONTRACTOR** only to the extent as provided by this Contract for materials supplied and WORK completed prior to the effective date of termination. The **OWNER** will comply with the latest revisions of the Arizona State Statutory requirements for negotiation of the contract termination.
- J. In the performance of this Contract, the **CONTRACTOR** agrees not to discriminate against any employee or applicant for employment because of race, religion, color, sex, national origin, age or handicap. The **CONTRACTOR** further agrees to insert this provision in all subcontracts hereunder.
- K. **CONTRACTOR** agrees to indemnify, hold harmless, and defend the Town of Guadalupe, its officers, boards, commissions, employees, and agents from and against any and all claims, damages, suits and proceedings, regardless of the merits and from liability, punitive damages, costs or expense of every type, all or any part thereof arising out of or in connection with or by reason of any act or omission of the **CONTRACTOR** or anyone directly or indirectly employed by the **CONTRACTOR** and **CONTRACTOR** shall include a clause to this effect in all subcontracts.
- L. The **CONTRACTOR** agrees to provide insurance as required and specified in the General Contract Conditions.
- M. This Contract is governed by the laws of the State of Arizona. The Contract, including all Contract Documents, is subject to the provisions of Section 38-511 of the Arizona Revised Statutes.
- N. E-verify requirements: To the extent applicable under Ariz. Rev. Stat. § 41-4401, **CONTRACTOR** warrants compliance, on behalf of itself and any and all subcontractors, with all federal immigration laws and regulations that relate to their employees and compliance with the E-verify requirements under Ariz. Rev. Stat. § 23-214(A). **CONTRACTOR'S** breach of the above-mentioned warranty shall be deemed a material breach of the Agreement and the City may terminate the Agreement. The Town retains the legal right to inspect the papers of **CONTRACTOR** who works on the Agreement to ensure that **CONTRACTOR** is complying with the above-mentioned warranty.



O. Scrutinized Business Operations: To the extent applicable under Ariz. Rev. Stat. Title 35, Articles 7 through 9, **CONTRACTOR** certifies that it does not have a scrutinized business operation in Sudan or Iran. For the purpose of this Section the term "scrutinized business operations" shall have the meanings set forth in LAWS 2008 CH. 1 or LAWS 2008 CH. 295, as applicable. If the Town determines that **CONTRACTOR** submitted a false certification, the Town may impose remedies as provided by law including terminating this Agreement.

IN WITNESS WHEREOF the parties hereto have executed this Contract in triplicate as of the day and year first herein written.

CONTRACTOR

TOWN OF GUADALUPE
9241 S AVENIDA DEL YAQUI
GUADALUPE, ARIZONA, 85283

BY: _____

BY: _____

TITLE: _____

TITLE: _____

DATE: _____

DATE: _____

PHONE: _____

ATTESTED TO

BY: _____

DATE: _____



TOWN OF GUADALUPE

CALLE GUADALUPE STORM DRAIN

BID OPENING APRIL 20, 2018 AT 2:00PM

CONTRACTOR	BID BOND Y/N	ADDENDUM 1	ADDENDUM 2	ADDENDUM 3	BID AMOUNT
STANDARD CONSTRUCTION	1				469,636
IN-GROUND CONSTRUCTION					
LCI					
REDPOINT CONTRACTING	1	1			488,131 ⁰⁰
KINKAID CIVIL CONSTRUCTION					
KCCI	1	1			417,850 ⁰⁰
SUNLAND ASPHALT					