

Town of Guadalupe

9241 South Avenida Del Yaqui ♦ Guadalupe, Arizona ♦ 85283-2598 ♦ Phone: (480) 730-3080

August 21, 2015

State of Arizona, Auditor General's Office
Ms. Debbie Davenport, Auditor General
2910 N. 44th Street,
Suite 410
Phoenix, AZ 85018

Dear Valerie,

Attached are the completed budget forms for the Town of Guadalupe, Arizona, for the fiscal year 2015-2016.

Should you have any questions, please feel free to contact me at (480) 505-5374 or rthaxton@guadalupeaz.org.

Regards,

Bob Thaxton, Finance Director
Town of Guadalupe, AZ

OFFICIAL BUDGET FORMS

TOWN OF GUADALUPE

Fiscal Year 2016

TOWN OF GUADALUPE

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TOWN OF GUADALUPE

Resolution for the Adoption of the Budget

2015-2016

Fiscal Year 2016

WHEREAS, in accordance with the provisions of Title 42, Chapter 17, Articles 1-5, Arizona Revised Statutes (A.R.S.), the Town Council did, on August 13, 2015, make an estimate of the different amounts required to meet the public expenditures/expenses for the ensuing year, also an estimate of revenues from sources other than direct taxation: and

WHEREAS, in accordance with said chapter of said title, and following due public notice, the Council met on August 13, 2015, at which meeting any taxpayer was privileged to appear and be heard in favor of or against any of the proposed expenditures/expenses; and

WHEREAS, it appears that publication has been duly made as required by law, of said estimates together with a notice that the Town Council would meet on August 13, 2015, at the office of the Council for the purpose of hearing taxpayers and making tax levies as set forth in said estimates, and

WHEREAS, it appears that the sums to be raised by taxation, as specified therein, do not in the aggregate exceed that amount as computed in A.R.S. §42-17051(A), therefore be it

RESOLVED, that the said estimates of revenues and expenditures/expenses shown on the accompanying schedules, as now increased, reduced, or changed, are hereby adopted as the budget of the Town of Guadalupe, AZ for the fiscal year 2016.

Passed by the Guadalupe Town Council, this 13th day of August 2015.

APPROVED:



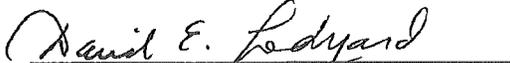
Rebecca Jimenez, Mayor

ATTEST:



Rose Mary Arellano, Clerk

APPROVED AS TO FORM:



David Ledyard, Town Attorney

RESOLUTION NO. 2015-06

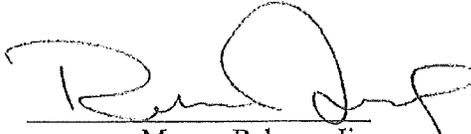
A RESOLUTION OF THE MAYOR AND COMMON COUNCIL OF THE TOWN OF GUADALUPE, MARICOPA COUNTY, ARIZONA, AUTHORIZING THE TRANSFER OF FUNDS FROM THE GENERAL FUND TO THE SENIOR CENTER AND THE COMMUNITY ACTION PROGRAM TO BE USED AS MATCHING COSTS FOR THOSE PROGRAMS, A TRANSFER FROM THE GENERAL FUND TO THE MUNICIPAL PROPERTY CORPORATION TO PAY THE BOND DEBT.

BE IT ORDAINED by the Town Council of the Town of Guadalupe, Arizona, as follows:

SECTION 1. The transfers of funds from the General Fund to the Senior Center, Community Action Program and the Municipal Property Corporation amounts herein below specified is hereby authorized:

<u>Transfer From:</u>	<u>2015-2016</u> <u>Transfer To:</u>	<u>Amount</u>
General Fund	Senior Center	\$ 87,239
General Fund	Community Action Program	\$ 59,037
General Fund	Municipal Property Corporation	\$ 290,700

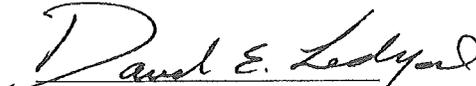
PASSED AND ADOPTED by the Mayor and Town Council of the Town of Guadalupe this 13th day of August 2015.


Mayor, Rebecca Jimenez

ATTEST:

APPROVED AS TO FORM:


Town Clerk, Rose Mary Arellano


Town Attorney, Dave Ledyard

TOWN OF GUADALUPE
Summary Schedule of Estimated Revenues and Expenditures/Expenses
Fiscal Year 2016

Fiscal Year	S c h	FUNDS										Total All Funds			
		General Fund	Special Revenue Fund	Debt Service Fund	Capital Projects Fund	Permanent Fund	Enterprise Funds Available	Internal Service Funds							
2015	E	7,093,049	5,970,468	291,678	64,011	0	600,523	0	14,019,729						
2015	E	3,502,642	1,107,355	293,249	73,714	0	591,244	0	5,568,204						
2016		917,513	128,766		21,428		1,688,260		2,755,967						
2016	B	0							0						
2016	B								0						
2016	C	7,537,225	4,914,814		0	0	515,211	0	12,967,250						
2016	D	0	0	0	0	0	0	0	0						
2016	D	0	0	0	0	0	0	0	0						
2016	D	0	146,276	290,700	0	0	0	0	436,976						
2016	D	436,976	0	0	0	0	0	0	436,976						
2016															
2016		8,017,762	5,189,856	290,700	21,428	0	2,203,471	0	15,723,217						
2016	E	7,508,534	5,132,339	290,700	21,428	0	652,518	0	13,605,519						

EXPENDITURE LIMITATION COMPARISON

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

	2015	2016
\$	14,019,729	\$ 13,605,519
	14,019,729	13,605,519
\$	14,019,729	\$ 13,605,519
\$		\$

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

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

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

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

TOWN OF GUADALUPE
Revenues Other Than Property Taxes
Fiscal Year 2016

SOURCE OF REVENUES	ESTIMATED REVENUES 2015	ACTUAL REVENUES* 2015	ESTIMATED REVENUES 2016
GENERAL FUND			
Local taxes			
Privilege Tax	\$ 1,453,333	\$ 1,600,863	\$ 1,567,486
Occupancy Tax	350,766	378,217	360,766
Franchise Tax	21,000	25,298	21,000
Licenses and permits			
Operating Licenses	13,000	12,060	13,000
Permits	25,000	12,269	15,000
Billboard Revenues	70,000	57,019	70,000
Intergovernmental			
State	1,362,891	1,170,186	1,177,597
County	151,600	210,283	218,287
Other Revenue from Government Agencies	3,380,615	114,851	3,746,200
Charges for services			
Rents & Concessions		70,797	75,089
Ballfield Fees		3,764	3,000
Fines and forfeits			
Court Fines	195,000	111,678	151,000
Interest on investments			
Interest Earnings	500	778	200
Miscellaneous			
Miscellaneous	143,089	150,417	118,600
Total General Fund	\$ 7,166,794	\$ 3,918,480	\$ 7,537,225

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

TOWN OF GUADALUPE
Revenues Other Than Property Taxes
Fiscal Year 2016

SOURCE OF REVENUES	ESTIMATED REVENUES 2015	ACTUAL REVENUES* 2015	ESTIMATED REVENUES 2016
SPECIAL REVENUE FUNDS			
HURF Allocation and Interest	\$ 329,386	\$ 339,576	\$ 344,938
State and Federal Grants	1,119,738		708,000
	\$ 1,449,124	\$ 339,576	\$ 1,052,938
LTAf Allocation	\$ 16,296	\$ 16,559	\$ 16,296
	\$ 16,296	\$ 16,559	\$ 16,296
Senior Center Grant (Area Agency on Aging)	\$ 146,139	\$ 147,720	\$ 146,139
CAP Grant (Marcopa County Human Services)	20,000	66,143	65,000
Community Development Grants	2,631,340	428,952	2,631,340
Youth Program Grants	703,215		311,963
Other Grants	871,639	11,107	691,138
	\$ 4,372,333	\$ 653,922	\$ 3,845,580
Total Special Revenue Funds	\$ 5,837,753	\$ 1,010,057	\$ 4,914,814

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

CAPITAL PROJECTS FUNDS

Capital Projects Fund	\$	\$	\$
Impact Fee Fund		14,390	
	\$	\$ 14,390	\$
Total Capital Projects Funds	\$	\$ 14,390	\$

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

ENTERPRISE FUNDS

Sewer Enterprise Fees	\$ 76,000	\$ 87,275	\$ 76,000
Tianguis Enterprise Rents	117,708	125,287	116,208
Refuse Collection Fees	333,003	354,905	323,003
	\$ 526,711	\$ 567,467	\$ 515,211
Total Enterprise Funds	\$ 526,711	\$ 567,467	\$ 515,211

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

TOTAL ALL FUNDS \$ 13,531,258 \$ 5,510,394 \$ 12,967,250

TOWN OF GUADALUPE
Other Financing Sources/<Uses> and Interfund Transfers
Fiscal Year 2016

FUND	OTHER FINANCING 2016		INTERFUND TRANSFERS 2016	
	SOURCES	<USES>	IN	<OUT>
GENERAL FUND				
	\$	\$	\$	\$ 436,976
Total General Fund	\$	\$	\$	\$ 436,976
SPECIAL REVENUE FUNDS				
Senior Center (Area Agency on Aging)	\$	\$	\$ 87,239	\$
Community Action Program			59,037	
Total Special Revenue Funds	\$	\$	\$ 146,276	\$
DEBT SERVICE FUNDS				
Municipal Property Corporation	\$	\$	\$ 290,700	\$
Total Debt Service Funds	\$	\$	\$ 290,700	\$
TOTAL ALL FUNDS	\$	\$	\$ 436,976	\$ 436,976

TOWN OF GUADALUPE
Expenditures/Expenses by Fund
Fiscal Year 2016

DEPARTMENT/FUND	ADOPTED	EXPENDITURE/	ACTUAL	BUDGETED
	BUDGETED	EXPENSE	EXPENDITURES/	EXPENDITURES/
	EXPENDITURES/	ADJUSTMENTS	EXPENSES*	EXPENSES
	EXPENSES	APPROVED		
	2015	2015	2015	2016
GENERAL FUND				
Mayor & Council	\$ 42,785	\$	\$ 28,570	\$ 41,675
Municipal Court	276,588		198,583	241,780
Town Manager	118,572		30,313	113,263
Finance Department	137,852		111,254	139,520
Town Clerk	83,566		54,300	86,167
Community Development Department	56,930		60,987	33,783
Building Inspection Department	11,995		36,175	16,995
Building Maintenance Department	78,857		66,654	74,184
Fire Department	1,438,469		1,007,739	1,949,470
Cemetery Department	14,599		12,801	15,514
Parks Department	134,875		89,295	119,602
Youth Recreation	2,277		2,798	2,500
Library Building Maintenance	9,280		8,426	9,280
Administration	596,328		243,793	505,301
Town Attorney	96,000		103,772	96,000
Information Technology	43,883		32,050	36,831
Police Department	1,384,193		1,384,675	1,476,669
Capital Outlay	2,566,000		30,457	2,550,000
Contingency				
Total General Fund	\$ 7,093,049	\$	\$ 3,502,642	\$ 7,508,534
SPECIAL REVENUE FUNDS				
Highway User Revenue Fund	\$ 1,420,549	\$	\$ 303,502	\$ 1,112,298
Local Transportation Asst. Fund	27,144		25,313	28,185
Senior Center Operations	225,057		197,526	233,378
Community Action Program	91,524		97,196	124,037
Community Development	2,631,340		472,853	2,631,340
Youth Programs	703,215			311,963
Other Grants	871,639		10,965	691,138
Total Special Revenue Funds	\$ 5,970,468	\$	\$ 1,107,355	\$ 5,132,339
DEBT SERVICE FUNDS				
MPC Bond Payments	\$ 291,678	\$	\$ 293,249	\$ 290,700
Total Debt Service Funds	\$ 291,678	\$	\$ 293,249	\$ 290,700
CAPITAL PROJECTS FUNDS				
Capital Projects Fund & Impac	\$ 64,011	\$	\$ 73,714	\$ 21,428
Total Capital Projects Funds	\$ 64,011	\$	\$ 73,714	\$ 21,428
ENTERPRISE FUNDS				
Sewer Enterprise	\$ 100,267	\$	\$ 93,108	\$ 109,689
Tianguis Enterprise	198,134		192,846	207,485
Refuse Collection	302,122		305,290	335,344
Total Enterprise Funds	\$ 600,523	\$	\$ 591,244	\$ 652,518
TOTAL ALL FUNDS	\$ 14,019,729	\$	\$ 5,568,204	\$ 13,605,519

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

TOWN OF GUADALUPE
Full-Time Employees and Personnel Compensation
Fiscal Year 2016

FUND	Full-Time Equivalent (FTE) 2016	Employee Salaries and Hourly Costs 2016	Retirement Costs 2016	Healthcare Costs 2016	Other Benefit Costs 2016	Total Estimated Personnel Compensation 2016
GENERAL FUND	13	\$ 669,757	\$ 131,849	\$ 99,507	\$ 122,034	\$ 1,023,147
SPECIAL REVENUE FUNDS						
Highway Users Revenue Fund	3	\$ 143,846	\$ 16,499	\$ 30,077	\$ 15,676	\$ 206,098
Local Trans. Assistance Fund	1	16,577	1,901	1,847	1,878	22,203
Senior Center	4	96,511	9,966	11,124	10,055	
Com. Action Program	2	77,713	8,914	20,042	7,043	
Youth Programs						
Community Development						
Total Special Rev. Funds	10	\$ 334,647	\$ 37,280	\$ 63,090	\$ 34,652	\$ 228,301
ENTERPRISE FUNDS						
Sewer Enterprise	1	\$ 36,507	\$ 4,187	\$ 5,764	\$ 5,722	\$ 52,180
Tianguis Business Complex	1	35,297	4,049	912	4,590	44,848
Total Enterprise Funds	2	\$ 71,804	\$ 8,236	\$ 6,676	\$ 10,312	\$ 97,028
TOTAL ALL FUNDS	24	\$ 1,076,208	\$ 177,365	\$ 169,273	\$ 166,998	\$ 1,348,476