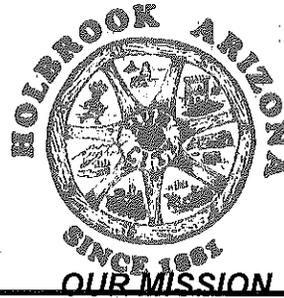


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465 First Avenue  
P.O. Box 970  
Holbrook, AZ 86025

# CITY OF HOLBROOK



Telephone: (928) 524-6225  
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holbrookcity@ci.holbrook.az.us

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***The City of Holbrook Government exists to provide ethical and responsible local government.***

## AGENDA

### REGULAR CITY COUNCIL MEETING

AUGUST 11, 2015

6:00 P.M.

Pursuant to ARS 38-431.02, notice is hereby given to the Holbrook City Council, and to the general public, that a meeting, which is open to the public, will be held on above-mentioned date, in the City Council Chambers, at 465 First Avenue, Holbrook, Arizona. Some of the members of the City Council may choose to participate in this meeting telephonically. The City Council may adjourn into executive session, which will not be open to the public, to discuss certain matters in accordance with ARS 38-431.03. Electronic versions of this agenda can be found at [www.ci.holbrook.az.us](http://www.ci.holbrook.az.us).

The items on the following agenda are for discussion or consideration and possible action:

- 1) CALL TO ORDER:
- 2) ROLL CALL:
- 3) PLEDGE OF ALLEGIANCE/INVOCATION:
- 4) PUBLIC ANNOUNCEMENTS AND PRESENTATIONS (Please limit to 10 minutes).
  - A. Proclamation "Navajo County Fair Days". (pg7)
  - B. Presentation from Winslow Guidance Associates.
- 5) CALL TO THE AUDIENCE:  
The City Council welcomes public comment at this time only for items listed on this Agenda. There is a five minute time limit per citizen.
- 6) CONSENT AGENDA
  - A. Claims/payment approval for July 23, 2015 thru August 5, 2015: (pg 9)



Documentation for claims is available at City Hall.

B. Special event Liquor License-Navajo County Fair-Sept. 16-20, 2015. (pg 27)

7) SUMMARY OF CURRENT EVENTS:

**Mayor:**

**Council Members:**

**Manager:**

**Finance Director:**

**Police Chief:**

8) OLD BUSINESS:

A. Fiscal Year 2015/2016 budget.

9) NEW BUSINESS:

A. Discussion/possible action regarding renewal of Chief of Police Mark Jackson's contract-Manager Alley.(pg 37)

B. Discussion/possible action regarding appointment of Councilmember Francie Payne to act as Chairman of the Local Public Safety Retirement System Board-Mayor Tyler. (pg 45)

C. Discussion/possible action regarding request from Northland Pioneer College to purchase real property from the City of Holbrook-Manager Alley.(pg 47)

D. Discussion/possible action regarding entering into a grant agreement with the Arizona Department of Transportation Aeronautics Group for airport improvements-Manager Alley. (pg 65)

E. Discussion/possible action regarding Memorandum of understanding between Arizona Department of Revenue and the City of Holbrook for establishment of performance measures-Finance Director Sullivan. (pg 87)

F. Resolution 15-04, adoption of the budget for Fiscal Year 2015-2016.(pg 101)

G. Discussion of issues related to pending and potential litigation associated with the Little Colorado River Adjudication and other legal issues regarding the City's water supply.

10) EXECUTIVE SESSION:

A. Pursuant to ARS 38-431.03(A) (3), the Council may adjourn into executive session for discussion or consultation or legal advice with the City Attorney for any item listed on the agenda.

B. Pursuant to ARS 38-431.03 (A)(1), the Council may adjourn into executive session for discussion or consideration of employment, assignment, appointment, promotion, demotion, dismissal, salaries, disciplining or resignation of a public officer, appointee or employee-Mark Jackson, Chief of Police, contract renewal.

C. Pursuant to ARS 38-431.03(A)(4), the Council may adjourn into executive session for discussion or consultation with the City Attorney regarding contracts that are the subject of negotiations-Chief of Police.

D. Pursuant to ARS 38-431.03 (A) (4) Discussion or consultation with the attorney of the public body in order to consider its position and instruct its attorney regarding the public body's position regarding contracts that are the subject of negotiations, in pending or contemplated litigation or



in settlement discussions conducted in order to avoid or resolve litigation.

- E. A.R.S. § 38-431.03(A)(7)--Discussions or consultations with designated representatives of the public body in order to consider its position and instruct its representatives regarding negotiations for the purchase, sale or lease of real property.

11) POST EXECUTIVE SESSION:

12) CLAIMS/PAYMENT APPROVAL FOR WALT'S HARDWARE: \$ 1264.52

13) CLAIMS/PAYMENT APPROVAL FOR HOLBROOK TRIBUNE: \$ 0

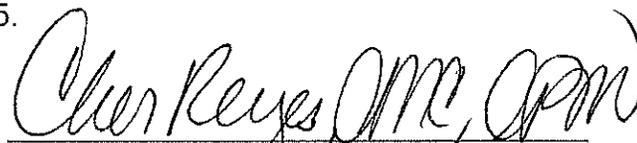
13) CALL TO THE AUDIENCE:

The City Council welcomes public comment at this time for items not listed on this Agenda. There is a three minute time limit per citizen.

Citizens may complete one Request to Speak "Public Comment" card per night and submit it to the City Clerk before or during the Council meeting. During this time, any member of the public may come forward and address the City Council on any issue within the jurisdiction of the Council. Public Comment time is reserved for citizen comments regarding non-agendized items. **Speakers are limited to 3 minutes per speaker to address the Council during "Public Comment" time.** Members of the City Council may not discuss items that are not specifically identified on the agenda. Therefore, pursuant to A.R.S. § 38-431.01 (H), action taken as a result of public comment will be limited to directing City staff to study the matter, responding to any criticism, or scheduling the matter for further consideration and decision at a later date. Items on the agenda will not be heard or discussed in Call to the Public. Video or audio tapes or other overhead visual aids are not allowed during these public appearances. All speakers should begin their remarks by stating their name and address for the record.

14) ADJOURNMENT:

Dated this 4th day of August 2015.

  
Cher Reyes, CMC, CPM, City Clerk

According to the Arizona Open Meeting Law, the City Council may only discuss matters listed on the City Council agenda. Matters discussed by the public during public appearances cannot be discussed by the City Council unless they are specifically listed on this agenda. Speaker's visual aids or recorded tapes are not allowed. Members of the public shall refrain from making personal, impertinent or slanderous remarks and from becoming boisterous while addressing the City Council or while attending the meeting. Unauthorized remarks from the audience, clapping, stomping of feet, yelling or any similar demonstrations are also prohibited. Violations of these rules may result in removal from the City Council meeting. Individual members of the public body may respond to criticism made by those who have addressed the public body.



## PROCLAMATION

**WHEREAS**, The Navajo County Fair is celebrating its 84th Year in succession; and

**WHEREAS**, The Navajo County Fair has been an important part of Holbrook's History since the 1930's; and

**WHEREAS**, The Navajo County Fair offers entertainment value for all ages; and

**WHEREAS**, this annual event is a wholesome, fun, and education experience which has been long enjoyed by all; and

**WHEREAS**, citizens can display garden and homemade products, artistic pieces of work, livestock and their hobbies; and

**WHEREAS**, The Holbrook City Council and the City of Holbrook value the benefits that the Fair provides to the citizens of its community and of Navajo County,

**NOW, THEREFORE**, I, Bobby Tyler, Mayor of the City of Holbrook, do hereby proclaim September 16 through September 20, 2015 as

### **“NAVAJO COUNTY FAIR DAYS”**

In the City of Holbrook and thank the volunteers who are contributing their time and energy to making the Fair a success and hereby encourage all Residents and the City of Holbrook Staff to attend and join in the celebration of Navajo County's eighty-third annual County Fair.

Done in concurrence with the Holbrook City Council this 11th Day of August 2015.

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Bobby Tyler, Mayor

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ATTEST: Cher Reyes, CMC, CPM, City Clerk



**CITY OF HOLBROOK**

**INVOICE APPROVAL REPORT**

**BY GL NUMBER EXCLUDING  
WALT'S HARDWARE**

07/23/2015 THRU 08/05/2015

**TOTAL** **\$252,675.83**



Report Criteria:

Invoice.Vendor No = 9701-999999

Invoice No	Seq	Type	Vendor Name Description Inventory No	Vendor No	Inv Date Due Date	Total Cost	Term 1099	Disc Date	Disc Amt	PO Number	GL Per GL Acct	R
<b>7/29/2015</b>												
U.S. POSTMASTER				21221								
76	1	Inv	UTILTIY BILLING		08/01/2015	296.67	0		.00		7/15	Y
					08/01/2015		No			002-090-5042		
76	2	Inv	UTILITY BILLING		08/01/2015	296.67	0		.00		7/15	Y
					08/01/2015		No			002-091-5042		
76	3	Inv	UTILITY BILLING		08/01/2015	296.67	0		.00		7/15	Y
					08/01/2015		No			002-092-5042		
Total 76						890.01						
Total 21221						890.01						
YESCO				21716								
48	1	Inv	MAINTENANCE		08/01/2015	276.00	0		.00		7/15	Y
					08/01/2015		No			006-014-5049		
RICOH USA				21881								
8012026	1	Inv	CONTRACT200-3040536-11		08/01/2015	451.78	0		.00		7/15	Y
					08/01/2015		No			001-004-5047		
CABLE ONE 23414-459480-01-5				21944								
10012046	1	Inv	UTILITIES		08/01/2015	58.00	0		.00		7/15	Y
					08/01/2015		No			001-060-5048		
CABLE ONE 23414-123561-01-8				21945								
10012046	1	Inv	UTILITIES		08/01/2015	58.00	0		.00		7/15	Y
					08/01/2015		No			001-050-5048		
CABLEONE 23414-468281-01-6				21946								
10012046	1	Inv	UTILITIES		08/01/2015	222.87	0		.00		7/15	Y
					08/01/2015		No			001-004-5048		
10012046	2	Inv			08/01/2015	.00	0		.00		7/15	Y
					08/01/2015		No					
Total 10012046						222.87						
Total 21946						222.87						
CABLEONE #23414-470574-01-1				22006								
3012042	1	Inv	UTILITIES		08/01/2015	111.94	0		.00		7/15	Y
					08/01/2015		No			001-020-5048		
LARSON WASTE				22010								
2012021	1	Inv	RESIDENTIAL CONTRACT		08/01/2015	12,665.00	0		.00		7/15	Y
					08/01/2015		No			002-090-5049		
CABLE ONE 23414-472364-01-4				22031								
50140	1	Inv	UTILITIES		08/01/2015	75.45	0		.00		7/15	Y
					08/01/2015		No			002-091-5048		
CABLEONE 23414-472179-01-7				22148								

Invoice No	Vendor Name Seq Type	Vendor No	Description Inventory No	Inv Date Due Date	Total Cost	Term 1099	Disc Date	Disc Amt	PO Number	GL Per GL Acct	R
11012034	1 Inv		UTILITIES	08/01/2015	130.99	0		.00			7/15 Y
				08/01/2015		No			002-091-5048		
11012034	2 Inv		UTILITIES	08/01/2015	130.99	0		.00			7/15 Y
				08/01/2015		No			002-092-5048		
Total 11012034					261.98						
Total 22148					261.98						
CABLEONE 23414-472788-01-6		22223									
7012027	1 Inv		UTILITIES	08/01/2015	218.34	0		.00			7/15 Y
				08/01/2015		No			006-014-5048		
ACE INDUSTRIAL SUPPLY, INC		22237									
1443388	1 Inv		EQUIPMENT	07/18/2015	597.19	0		.00			7/15
				07/29/2015		No			001-085-5022		
1443388	2 Adj		EQUIPMENT	07/29/2015	597.19	0		.00			7/15
				07/29/2015		No			001-085-5022		
Total 1443388					.00						
Total 22237					.00						
ADVANCED INFOR SYSTEMS		21240									
12407	1 Inv		UTILITY BILLING	07/23/2015	87.42	0		.00			7/15
				07/29/2015		No			002-090-5042		
12407	2 Inv		UTILITY BILLING	07/23/2015	87.41	0		.00			7/15
				07/29/2015		No			002-091-5041		
12407	3 Inv		UTILITY BILLING	07/23/2015	87.41	0		.00			7/15
				07/29/2015		No			002-092-5042		
Total 12407					262.24						
Total 21240					262.24						
ARMSTRONG CONSULTANTS, INC		21494									
15-136154-01	1 Inv		CONSULTING SERVICES	07/01/2015	5,000.00	0		.00			7/15
				07/29/2015		No			027-093-5057		
AVESIS THIRD PARTY ADMIN INC		21412									
072915	1 Inv		INSURANCE PREMIUM	07/29/2015	425.83	0		.00			7/15
				07/29/2015		No			099-0002524		
072915	2 Inv		INSURANCE PREMIUM	07/29/2015	13.98	0		.00			7/15
				07/29/2015		No			099-0002524		
Total 072915					439.81						
Total 21412					439.81						
CHASE SPORTS		22438									
341-723-1502	1 Inv		Pitching machine	07/23/2015	4,904.90	0		.00			7/15
				07/29/2015		No			001-131-5040		
344-723-1502	1 Inv		Golf Net	07/23/2015	1,935.01	0		.00			7/15
				07/29/2015		No			001-131-5040		

Invoice No	Seq	Vendor Name Type	Vendor No Description Inventory No	Inv Date Due Date	Total Cost	Term 1099	Disc Date	Disc Amt	PO Number	GL Per GL Acct	R
Total 22438					6,839.91						
CITY OF SHOW LOW 21527											
072215	1	Inv	LEAGUE BOOTH	07/22/2015 07/29/2015	151.11	0 No		.00		001-001-5035	7/15
CREATIVE COMMUNICATIONS 22017											
0090048995	1	Inv	RADIO UPGRADES	07/01/2015 07/29/2015	1,375.73	0 No		.00		003-150-5071	7/15
FIRST BAPTIST CHURCH 21928											
070115	1	Inv	REFUND CLEANING DEPC	07/01/2015 07/29/2015	25.00	0 No		.00		001-000-4737	7/15
Sylvia Ferguson 22440											
072815	1	Inv	Damage Claim	07/28/2015 07/29/2015	556.60	0 No		.00		001-004-5026	7/15
JASKL 21003											
072115	1	Inv	HVAC UNIT	07/21/2015 07/29/2015	4,587.00	0 No		.00		001-031-5073	7/15
LARSON REPAIR 20841											
4483	1	Inv	GLASS	07/28/2015 07/29/2015	160.00	0 No		.00		001-050-5024	7/15
MARTIN, James 22441											
072715	1	Inv	Fine Overpayment Refund	07/27/2015 07/29/2015	58.00	0 No		.00		001-000-4710	7/15
PRECISION ELECTRIC 21262											
1-073235	1	Inv	PARTS	07/22/2015 07/29/2015	6,149.33	0 No		.00		002-092-5052	7/15
1-073236	1	Inv	PARTS	07/22/2015 07/29/2015	2,649.02	0 No		.00		002-092-5052	7/15
Total 21262					8,798.35						
PRO FORCE 21028											
243825	1	Inv	EQUIPMENT	07/22/2015 07/29/2015	3,914.74	0 No		.00		001-050-5071	7/15
QUALITY READY MIX-CEMEX 9955											
9431375769	1	Inv	CEMENT	07/20/2015 08/19/2015	7,932.85	8 No	08/04/2015	74.77		007-087-5026	7/15
9431387183	1	Inv	CEMENT	07/21/2015 08/20/2015	122.54	8 No	08/05/2015	1.15		007-087-5026	7/15
9431375768	1	Inv	CEMENT	07/15/2015 08/14/2015	12,069.74	8 No	07/30/2015	113.76		007-087-5026	7/15
Total 9955					20,125.13						
RICOH USA 21881											
5037038998	1	Inv	MAINTENANCE	07/22/2015	119.72	0		.00			7/15

Invoice No	Vendor Name	Seq	Type	Vendor No	Description	Inv Date	Total Cost	Term	Disc Date	Disc Amt	PO Number	GL Per	R
				Inventory No		Due Date		1099				GL Acct	
						07/29/2015		No				001-004-5047	
SKAGGS UNIFORMS&eQUIPMENT				22355									
2513637RI	1	Inv	UNIFORMS			07/11/2015	102.64	0		.00			7/15
						07/29/2015		No				001-050-5023	
SPELLMAN TECHNOLOGIES				21656									
30135A	1	Inv	SOFTWARE			07/01/2015	872.00	0		.00			7/15
						07/29/2015		No				001-050-5047	
TATE'S AUTO CENTER				11670									
90321	1	Inv	PARTS/REPAIRS			07/06/2015	325.78	0		.00			7/15
						07/29/2015		No				001-050-5024	
UNITED FIRE EQUIPMENT				12370									
617126	1	Inv	Freight			07/17/2015	15.35	0		.00			7/15
						07/29/2015		No				001-060-5042	
UPS - UNITED PARCEL SERVICE				12473									
0VW3943295	1	Inv	MAILINGS			07/18/2015	7.05	2		.00			7/15
						07/25/2015		No				002-092-5042	
39090956274	1	Inv	Return			07/27/2015	15.99	2		.00			7/15
						08/03/2015		No				002-092-5042	
Total 12473							23.04						
YAZZIE, EVA				22439									
072815	1	Inv	Damage Claim			07/28/2015	170.00	0		.00			7/15
						07/29/2015		No				001-004-5026	
R.A.G.H.T.				10005									
080115	1	Inv	INSURANCE PREMIUMS			07/29/2015	61,294.19	2		.00			7/15
						08/05/2015		No				099-0002524	
Total 7/29/2015							130,505.71						

07/29/2015 GL Period Summary

GL Period	Amount
7/15	130,505.71
	<u>130,505.71</u>

Invoice No	Seq	Vendor Name Type	Vendor No Description Inventory No	Inv Date Due Date	Total Cost	Term 1099	Disc Date	Disc Amt	PO Number	GL Per GL Acct	R
<b>8/5/2015</b>											
ADVANCED INFOR SYSTEMS			21240								
12427	1	Inv	UTILITY BILLING	08/04/2015 08/05/2015	164.18	0 No		.00	002-090-5042		8/15
12427	2	Inv	UTILITY BILLING	08/04/2015 08/05/2015	164.18	0 No		.00	002-091-5042		8/15
12427	3	Inv	UTILITY BILLING	08/04/2015 08/05/2015	164.17	0 No		.00	002-092-5042		8/15
Total 12427					492.53						
Total 21240					492.53						
FIRE FIGHTERS CANCER INSURANCE			21560								
073115	1	Inv	CANCER INSURANCE	07/31/2015 08/31/2015	700.00	0 No		.00	001-050-5051		8/15
GARDNER, KYLE/ALLISON			21201								
073015	1	Inv	DEPOSIT REFUND	08/05/2015 08/31/2015	65.00	0 No		.00	001-000-4737		8/15
HAGEN, Robert J.			22442								
080315	1	Inv	Utility Deposit Refund	08/03/2015 08/31/2015	104.67	0 No		.00	002-0002520		8/15
HOLBROOK FIRST STEP			21380								
073115	1	Inv	PROFESSIONAL SERVICE	07/31/2015 08/31/2015	65.00	0 No		.00	006-014-5049		8/15
HOLL, JOSEPH E.			22367								
INT216	1	Inv	LTSA	07/31/2015 08/31/2015	240.00	0 Yes		.00	027-020-5073		8/15
QUALITY READY MIX-CEMEX			9955								
9431430124	1	Inv	CEMENT	07/30/2015 08/29/2015	332.59	8 No	08/14/2015	3.13	007-087-5026		8/15
9431430123	1	Inv	CEMENT	07/28/2015 08/27/2015	609.76	8 No	08/12/2015	5.75	007-087-5026		8/15
9431430122	1	Inv	CEMENT	07/20/2015 08/19/2015	1,866.88	8 No	08/05/2015	17.27	007-087-5026		8/15
9431430121	1	Inv	CEMENT	07/20/2015 08/19/2015	3,733.76	8 No	08/05/2015	34.54	007-087-5026		8/15
Total 9955					6,542.99						
QUILL OFFICE PRODUCTS			9990								
81634420	1	Inv	SUPPLIES	06/30/2015 08/05/2015	117.95	0 No		.00	001-004-5026		8/15
81807867	1	Inv	SUPPLIES	07/07/2015 08/05/2015	104.36	0 No		.00	001-004-5026		8/15
82031453	1	Inv	SUPPLIES	07/14/2015 08/05/2015	78.38	0 No		.00	001-004-5026		8/15
82047660	1	Inv	SUPPLIES	07/14/2015 08/05/2015	21.72	0 No		.00	001-004-5026		8/15
82371429	1	Inv	SUPPLIES	07/24/2015	27.74	0		.00			8/15

Invoice No	Seq	Vendor Name Type	Vendor No Description Inventory No	Inv Date Due Date	Total Cost	Term 1099	Disc Date	Disc Amt	PO Number	GL Per GL Acct	R
82352975	1	Inv	SUPPLIES	08/05/2015 07/24/2015	455.91	No 0		.00		002-091-5021	8/15
82353077	1	Inv	SUPPLIES	08/05/2015 07/24/2015	56.46	No 0		.00		001-004-5026	8/15
82365601	1	Inv	SUPPLIES	08/05/2015 07/27/2015	24.48	No 0		.00		001-004-5026	8/15
82590763	1	Inv	SUPPLIES	08/05/2015 07/30/2015	72.20	No 0		.00		001-004-5026	8/15
				08/05/2015		No				002-092-5026	
Total 9990					959.20						
SIMPSON NORTON			10840								
1471561-00	1	Inv	PARTS	07/27/2015 08/05/2015	239.97	0 No		.00		001-040-5024	8/15
SMARTWORKSPLUS, INC.			21532								
080315	1	Inv	CONTRACT SERVICES	08/03/2015 08/05/2015	2,710.06	0 No		.00		001-031-5049	8/15
TYLER, ROBERT			21064								
072715	1	Inv	Travel	07/27/2015 08/05/2015	317.98	0 No		.00		001-001-5045	8/15
WELDING SERVICES & SUPPLY			12815								
17974	1	Inv	SUPPLIES	07/14/2015 07/21/2015	24.98	2 No		.00		001-031-5024	8/15
YORK TECHNICAL RESOURCES			20806								
687	1	Inv	Annual FAA inspection & ma	07/28/2015 08/05/2015	709.15	0 No		.00		001-093-5041	8/15
Total 8/5/2015					13,171.53						

08/05/2015 GL Period Summary

GL Period	Amount
8/15	13,171.53
	13,171.53
Grand Total:	143,677.24

Report GL Period Summary

GL Period	Amount
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Report Criteria:  
 Invoice.Vendor No = 1-9699

Invoice No	Seq	Type	Vendor Name Description Inventory No	Vendor No	Inv Date Due Date	Total Cost	Term 1099	Disc Date	Disc Amt	PO Number	GL Per GL Acct	R
<b>7/29/2015</b>												
LEXIS-NEXIS (ACCURINT)			169									
68	1	Inv	BACKGROUND CHECKS		08/01/2015	50.00	2		.00		7/15	Y
					08/01/2015		No			001-004-5041		
68	2	Inv			08/01/2015	.00	2		.00		7/15	Y
					08/01/2015		No					
68	3	Inv			08/01/2015	.00	2		.00		7/15	Y
					08/01/2015		Yes					
Total 68						50.00						
Total 169						50.00						
BETTER COMMUNICATIONS CO			2430									
7012114	1	Inv	Radio Contract		08/01/2015	.00	0		.00		7/15	Y
					08/01/2015		No			001-004-5047		
7012114	2	Inv	Radio contract		08/01/2015	.00	0		.00		7/15	Y
					08/01/2015		No			001-031-5047		
7012114	3	Inv	Radio Contract		08/01/2015	529.90	0		.00		7/15	Y
					08/01/2015		No			001-050-5047		
7012114	4	Inv	Radio Contract		08/01/2015	312.63	0		.00		7/15	Y
					08/01/2015		No			001-060-5047		
7012114	5	Inv	Radio Contract		08/01/2015	.00	0		.00		7/15	Y
					08/01/2015		No			001-084-5047		
7012114	6	Inv	Radio Contract		08/01/2015	.00	0		.00		7/15	Y
					08/01/2015		No			001-085-5047		
7012114	7	Inv	Radio Contract		08/01/2015	.00	0		.00		7/15	Y
					08/01/2015		No			002-090-5047		
7012114	8	Inv	Radio Contract		08/01/2015	.00	0		.00		7/15	Y
					08/01/2015		No			002-091-5047		
7012114	9	Inv	Radio Contract		08/01/2015	.00	0		.00		7/15	Y
					08/01/2015		No			002-092-5047		
7012114	10	Inv	Radio Contract		08/01/2015	.00	0		.00		7/15	Y
					08/01/2015		No			001-040-5047		
7012114	11	Inv	Radio Contract		08/01/2015	.00	0		.00		7/15	Y
					08/01/2015		No			007-087-5047		
Total 7012114						842.53						
Total 2430						842.53						
CABLE ONE23414-120774-01-0			2940									
10012112	1	Inv	UTILITIES		08/01/2015	.00	0		.00		7/15	Y
					08/01/2015		No			001-060-5048		
10012112	2	Inv	UTILITIES		08/01/2015	105.95	0		.00		7/15	Y
					08/01/2015		No			001-050-5048		
10012112	3	Inv	UTILITIES		08/01/2015	.00	0		.00		7/15	Y
					08/01/2015		No			001-093-5048		
10012112	4	Inv	UTILITIES		08/01/2015	.00	0		.00		7/15	Y
					08/01/2015		No			001-050-5048		
10012112	5	Inv	UTILITIES		08/01/2015	.00	0		.00		7/15	Y
					08/01/2015		No			001-004-5048		

R Column: Y = Recurring Payment

Invoice No	Seq	Vendor Name Type	Vendor No Description Inventory No	Inv Date Due Date	Total Cost	Term 1099	Disc Date	Disc Amt	PO Number	GL Per GL Acct	R
Total 10012112					105.95						
Total 2940					105.95						
CHAMBER OF COMMERCE			3220								
200658	1	Inv MOU		08/01/2015	4,166.67	0		.00		7/15	Y
				08/01/2015		No			006-014-5059		
200658	2	Inv		08/01/2015	.00	0		.00		7/15	Y
				08/01/2015		No					
Total 200658					4,166.67						
Total 3220					4,166.67						
CYBERTRAILS			3960								
7312098	1	Inv EMAIL AND BACKUP		08/01/2015	92.65	2		.00		7/15	Y
				08/01/2015		No			001-004-5047		
7312098	2	Inv		08/01/2015	.00	2		.00		7/15	Y
				08/01/2015		No					
Total 7312098					92.65						
Total 3960					92.65						
ESSENTIAL DATA CONTROL SYSTEM			4771								
7012027	1	Inv PROFESSIONAL SERVICE		08/01/2015	350.00	2		.00		7/15	Y
				08/01/2015		Yes			002-092-5041		
7012027	2	Inv PROFESSIONAL SERVICE		08/01/2015	500.00	2		.00		7/15	Y
				08/01/2015		Yes			002-091-5041		
Total 7012027					850.00						
Total 4771					850.00						
HENSLEY'S			5980								
5012023	1	Inv ICE		08/01/2015	60.00	0		.00		7/15	Y
				08/01/2015		No			002-090-5026		
HOLBROOK VOL FIRE DEPT			6260								
200628	1	Inv RETIREMENT		08/05/2015	1,916.59	0		.00		7/15	Y
				08/05/2015		No			001-060-5015		
200628	2	Inv UNIFORMS		08/05/2015	3,343.24	0		.00		7/15	Y
				08/05/2015		No			001-060-5049		
Total 200628					5,259.83						
Total 6260					5,259.83						
IKON FINANCIAL SERVICES			6503								
9012110	1	Inv COPIER LEASE		08/01/2015	.00	3		.00		7/15	Y
				08/01/2015		No			001-004-5049		
9012110	2	Inv COPIER MAINTENANCE C		08/01/2015	.00	3		.00		7/15	Y
				08/01/2015		No			001-050-5047		

Invoice No	Seq	Type	Vendor Name Description Inventory No	Vendor No	Inv Date Due Date	Total Cost	Term 1099	Disc Date	Disc Amt	PO Number	GL Per GL Acct	R
Total 9012110						.00						
Total 6503						.00						
NAVAJO COUNTY HISTORICAL				8720								
38	1	Inv	CONTRIBUTION		08/01/2015 08/01/2015	3,306.67	0 No		.00		006-014-5057	7/15 Y
ARIZONA PUBLIC SERVICE				1340								
072215	1	Inv	UTILITIES		07/22/2015 07/29/2015	681.77	0 No		.00		001-060-5048	7/15
072215	2	Inv	UTILITIES		07/22/2015 07/29/2015	14,075.02	0 No		.00		002-091-5048	7/15
072215	3	Inv	UTILITIES		07/22/2015 07/29/2015	14,141.62	0 No		.00		002-092-5048	7/15
072215	4	Inv	UTILITIES		07/22/2015 07/29/2015	5,631.06	0 No		.00		001-031-5048	7/15
072215	5	Inv	UTILITIES		07/22/2015 07/29/2015	1,698.90	0 No		.00		001-050-5048	7/15
072215	6	Inv	UTILITIES		07/22/2015 07/29/2015	182.70	0 No		.00		001-093-5048	7/15
072215	7	Inv	UTILITIES		07/22/2015 07/29/2015	1,250.85	0 No		.00		007-087-5048	7/15
072215	8	Inv	UTILITIES		07/22/2015 07/29/2015	346.26	0 No		.00		001-040-5048	7/15
072215	9	Inv	UTILITIES		07/22/2015 07/29/2015	96.49	0 No		.00		002-090-5048	7/15
072215	10	Inv	UTILITIES		07/22/2015 07/29/2015	1,609.19	0 No		.00		001-099-5048	7/15
072215	11	Inv	UTILITIES		07/22/2015 07/29/2015	144.33	0 No		.00		001-085-5048	7/15
072215	12	Inv	UTILITIES		07/22/2015 07/29/2015	706.23	0 No		.00		001-004-5048	7/15
072215	13	Inv	UTILITIES		07/22/2015 07/29/2015	719.18	0 No		.00		006-014-5048	7/15
072215	14	Inv	UTILITIES		07/22/2015 07/29/2015	128.09	0 No		.00		001-084-5048	7/15
072215	15	Inv	UTILITIES		07/22/2015 07/29/2015	1,116.59	0 No		.00		001-020-5048	7/15
072215	16	Inv	UTILITIES		07/22/2015 07/29/2015	168.69	0 No		.00		001-048-5048	7/15
Total 072215						42,696.97						
Total 1340						42,696.97						
BALAR EQUIPMENT CO				2160								
71504	1	Inv	PARTS		07/20/2015 07/29/2015	2,314.48	0 No		.00		002-091-5024	7/15
FRONTIER COM LONG DISTANCE				3353								
071515	1	Inv	UTILITIES		07/15/2015 07/22/2015	68.13	2 No		.00		001-050-5048	7/15
4464272	1	Inv	UTILITIES		07/20/2015	79.19	2		.00			7/15

R Column: Y = Recurring Payment

Invoice No	Vendor Name Seq Type	Vendor No Description Inventory No	Inv Date Due Date	Total Cost	Term 1099	Disc Date	Disc Amt	PO Number	GL Per GL Acct	R
			07/27/2015		No				001-050-5048	
Total 3353				147.32						
HILL BROTHERS CHEMICAL CO. 6048										
4408661	1 Inv	CHLORINE	07/14/2015	6,495.80	2		.00			7/15
			07/21/2015		No				002-091-5026	
JOHN, LARSON 6967										
072715	1 Inv	Uniform REIMBURSEMENT	07/27/2015	109.09	2		.00			7/15
			08/03/2015		No				001-040-5023	
MOHAVE ENVIRONMENTAL LAB 8270										
72044	1 Inv	ANALYSIS	07/22/2015	25.00	0		.00			7/15
			07/29/2015		No				002-092-5041	
MOMAR 8277										
A44585	1 Inv	SUPPLIES	07/16/2015	222.77	1		.00			7/15
			08/05/2015		No				001-085-5026	
NAVAJO COUNTY HISTORICAL 8720										
070115	1 Inv	Retro MOU Payment for 7-1	07/01/2015	606.67	0		.00			7/15
			07/29/2015		No				006-014-5057	
Total 7/29/2015				67,352.40						

07/29/2015 GL Period Summary

GL Period	Amount
7/15	67,352.40
	67,352.40

Invoice No	Seq	Vendor Name Type	Vendor No Description Inventory No	Inv Date Due Date	Total Cost	Term 1099	Disc Date	Disc Amt	PO Number	GL Per GL Acct	R
<b>8/5/2015</b>											
AZ DEPT OF REVENUE			1810								
2016-135	1	Inv	Admin & Collection Assessn	07/31/2015 08/05/2015	10,974.94	0 No		.00		001-004-5041	8/15
AZ DEPT OF REVENUE - UTIL. TAX			1830								
073115	1	Inv	UTILITIES TAX	07/31/2015 08/05/2015	4,580.74	0 No		.00		002-0002460	8/15
AUTO SAFETY HOUSE			1571								
036400H	1	Inv	PARTS/REPAIRS	07/29/2015 08/05/2015	180.92	2 No		.00		002-091-5024	8/15
036399H	1	Inv	PARTS/REPAIRS	07/29/2015 08/05/2015	88.32	2 No		.00		001-050-5024	8/15
035973H	1	Inv	PARTS/REPAIRS	08/17/2015 07/17/2015	7.48	2 No		.00		001-005-5024	8/15
Total 1571					276.72						
BLUE HILLS ENVIRONMENTAL			2497								
55512	1	Inv	CONTRACTUAL SERVICE!	07/01/2015 07/08/2015	629.29	2 No		.00		002-090-5049	8/15
55607	1	Inv	CONTRACTUAL SERVICE!	07/08/2015 07/15/2015	660.46	2 No		.00		002-090-5049	8/15
55692	1	Inv	CONTRACTUAL SERVICE!	07/13/2015 07/20/2015	700.67	2 No		.00		002-090-5049	8/15
55645	1	Inv	CONTRACTUAL SERVICE!	07/15/2015 07/22/2015	667.13	2 No		.00		002-090-5049	8/15
55745	1	Inv	CONTRACTUAL SERVICE!	07/21/2015 07/28/2015	614.24	2 No		.00		002-090-5049	8/15
Total 2497					3,271.79						
BRADCO			2590								
40406	1	Inv	DIESEL	08/03/2015 08/05/2015	819.33	0 No		.00		001-040-5027	8/15
40381	1	Inv	FUEL	07/31/2015 08/05/2015	1,327.16	0 No		.00		001-040-5027	8/15
17564	1	Inv	FUEL	07/31/2015 08/05/2015	69.64	0 No		.00		001-004-5027	8/15
17564	2	Inv	FUEL	07/31/2015 08/05/2015	52.80	0 No		.00		001-005-5027	8/15
17564	3	Inv	FUEL	07/31/2015 08/05/2015	741.28	0 No		.00		001-031-5027	8/15
17564	4	Inv	FUEL	07/31/2015 08/05/2015	41.23	0 No		.00		001-048-5027	8/15
17564	5	Inv	FUEL	07/31/2015 08/05/2015	1,781.07	0 No		.00		001-050-5027	8/15
17564	6	Inv	FUEL	07/31/2015 08/05/2015	56.01	0 No		.00		001-060-5027	8/15
17564	7	Inv	FUEL	07/31/2015 08/05/2015	89.47	0 No		.00		001-085-5027	8/15
17564	8	Inv	FUEL	07/31/2015 08/05/2015	907.51	0 No		.00		007-067-5027	8/15
17564	9	Inv	FUEL	07/31/2015	249.84	0		.00			8/15

Invoice No	Vendor Name	Seq	Type	Vendor No	Description	Inventory No	Inv Date	Due Date	Total Cost	Term	Disc Date	Disc Amt	PO Number	GL Per	GL Acct	R	
17564		10	Inv		FUEL		08/05/2015			No				002-090-5027			
							07/31/2015		653.33	0		.00				8/15	
17564		11	Inv		FUEL		08/05/2015			No				002-091-5027			
							07/31/2015		194.46	0		.00				8/15	
17564		12	Inv		FUEL		08/05/2015			No				002-092-5027			
							07/31/2015		140.84	0		.00				8/15	
							08/05/2015			No				001-099-5027			
Total 17564									4,977.48								
Total 2590									7,123.97								
CARQUEST AUTO PARTS				2440													
080115		1	Inv		PARTS		08/01/2015		35.98	0		.00				8/15	
							08/05/2015			No				001-005-5024			
080115		2	Inv		PARTS		08/01/2015		126.79	0		.00				8/15	
							08/05/2015			No				001-031-5024			
080115		3	Inv		PARTS		08/01/2015		27.25	0		.00				8/15	
							08/05/2015			No				001-040-5024			
080115		4	Inv		PARTS		08/01/2015		6.54	0		.00				8/15	
							08/05/2015			No				001-048-5024			
080115		5	Inv		PARTS		08/01/2015		680.87	0		.00				8/15	
							08/05/2015			No				001-050-5024			
080115		6	Inv		PARTS		08/01/2015		466.57	0		.00				8/15	
							08/05/2015			No				001-060-5024			
080115		7	Inv		PARTS		08/01/2015		28.03	0		.00				8/15	
							08/05/2015			No				001-085-5024			
080115		8	Inv		PARTS		08/01/2015		116.60	0		.00				8/15	
							08/05/2015			No				002-090-5024			
080115		9	Inv		PARTS		08/01/2015		87.27	0		.00				8/15	
							08/05/2015			No				002-092-5024			
080115		10	Inv		PARTS		08/01/2015		33.56	0		.00				8/15	
							08/05/2015			No				007-087-5024			
Total 080115									1,609.46								
Total 2440									1,609.46								
ESSENTIAL DATA CONTROL SYSTEM				4771													
1579		1	Inv		PROFESSIONAL FEES		08/02/2015		1,406.00	2		.00				8/15	
							08/09/2015			Yes				002-091-5041			
1580		1	Inv		PROFESSIONAL FEES		08/02/2015		1,026.00	2		.00				8/15	
							08/09/2015			Yes				002-092-5041			
1580		2	Inv		PROFESSIONAL FEES		08/02/2015		389.50	2		.00				8/15	
							08/09/2015			Yes				002-091-5041			
Total 1580									1,415.50								
Total 4771									2,821.50								
FREIGHTLINER ARIZONA, LTD.				5213													
03046307:01		1	Inv		Radiator		07/29/2015		1,341.39	2		.00				8/15	
							08/05/2015			No				002-090-5024			
FUTURE TIRE, INC.				5241													

Invoice No	Vendor Name Seq Type	Vendor No	Description Inventory No	Inv Date Due Date	Total Cost	Term 1099	Disc Date	Disc Amt	PO Number	GL Per GL Acct	R
W35804	1 Inv		FLAT REPAIR	06/25/2015 07/02/2015	37.51	2 No		.00	007-087-5024		8/15
W35982	1 Inv		WHEEL BALANCE	07/07/2015 07/14/2015	40.73	2 No		.00	001-050-5024		8/15
W35972	1 Inv		TIRE	07/07/2015 07/14/2015	138.46	2 No		.00	001-084-5024		8/15
W36009	1 Inv		FLAT REPAIR	07/08/2015 07/15/2015	20.00	2 No		.00	007-087-5024		8/15
W36087	1 Inv		TIRE	07/14/2015 07/21/2015	160.97	2 No		.00	001-050-5024		8/15
W36126	1 Inv		TIRE	07/15/2015 07/22/2015	542.06	2 No		.00	001-040-5024		8/15
W36288	1 Inv		TIRE	07/27/2015 08/03/2015	606.70	2 No		.00	001-050-5024		8/15
W36312	1 Inv		MOUNTING	07/29/2015 08/05/2015	46.80	2 No		.00	007-087-5024		8/15
W36300	1 Inv		TIRE	07/28/2015 08/04/2015	253.10	2 No		.00	007-087-5024		8/15
Total 5241					1,846.33						
GRAINGER		5580									
9804156066	1 Inv		PARTS	07/29/2015 08/31/2015	127.20	0 No		.00	002-092-5026		8/15
HATCH CONSTRUCTION &		5860									
17009	1 Inv		COLD MIX	07/29/2015 08/31/2015	3,276.99	9 No	08/08/2015	98.31	007-087-5026		8/15
HATCH'S QUICK STOP		5870									
13602	1 Inv		DIESEL	07/13/2015 08/31/2015	78.04	0 No		.00	007-087-5027		8/15
13604	1 Inv		DIESEL	07/13/2015 08/31/2015	86.52	0 No		.00	007-087-5027		8/15
13630	1 Inv		PROPANE	07/16/2015 08/31/2015	19.91	0 No		.00	002-090-5027		8/15
13644	1 Inv		DIESEL	07/22/2015 08/31/2015	37.18	0 No		.00	007-087-5027		8/15
13648	1 Inv		DIESEL	07/22/2015 08/31/2015	85.10	0 No		.00	007-087-5027		8/15
13669	1 Inv		DIESEL	07/28/2015 08/31/2015	81.60	0 No		.00	007-087-5027		8/15
13672	1 Inv		DIESEL	07/29/2015 08/31/2015	136.56	0 No		.00	007-087-5027		8/15
Total 5870					524.91						
MOHAVE ENVIRONMENTAL LAB		8270									
72117	1 Inv		ANALYSIS	07/23/2015 08/05/2015	200.00	0 No		.00	002-092-5041		8/15
REYES, CHERYL RAYE		3290									
073015	1 Inv		CAFETERIA-MEDICAL	07/30/2015 08/05/2015	92.00	0 No		.00	099-0002522		8/15

Invoice No	Vendor Name Seq Type	Vendor No Description Inventory No	Inv Date Due Date	Total Cost	Term 1099	Disc Date	Disc Amt	PO Number	GL Per GL Acct	R
ROUTE 66 LUMBER & HARDWARE			650							
31095	1 Inv	SUPPLIES	07/03/2015	30.53	0		.00			8/15
			08/05/2015		No			006-014-6004		
31167	1 Inv	SUPPLIES	07/03/2015	6.48	0		.00			8/15
			08/05/2015		No			006-014-6004		
31126	1 Inv	SUPPLIES	07/07/2015	64.47	0		.00			8/15
			08/05/2015		No			001-131-5040		
31125	1 Inv	SUPPLIES	07/07/2015	269.33	0		.00			8/15
			08/05/2015		No			001-131-5040		
31320	1 Inv	SUPPLIES	07/21/2015	9.33	0		.00			8/15
			08/05/2015		No			007-087-5026		
31362	1 Inv	SUPPLIES	07/23/2015	23.40	0		.00			8/15
			08/05/2015		No			001-020-5026		
31355	1 Inv	SUPPLIES	07/23/2015	60.39	0		.00			8/15
			08/05/2015		No			001-131-5040		
31457	1 Inv	SUPPLIES	07/31/2015	62.81	0		.00			8/15
			08/05/2015		No			001-040-5026		
Total 650				526.74						
UNISOURCE ENERGY SERVICES			3380							
080115	1 Inv	UTILITIES	08/01/2015	28.74	0		.00			8/15
			08/05/2015		No			001-031-5048		
080115	2 Inv	UTILITIES	08/01/2015	22.33	0		.00			8/15
			08/05/2015		No			001-020-5048		
080115	3 Inv	UTILITIES	08/01/2015	1,917.20	0		.00			8/15
			08/05/2015		No			002-091-5048		
080115	4 Inv	UTILITIES	08/01/2015	28.17	0		.00			8/15
			08/05/2015		No			001-050-5048		
Total 080115				1,996.44						
Total 3380				1,996.44						
VERIZON WIRELESS			530							
9749354378	1 Inv	UTILITIES	07/21/2015	53.64	0		.00			8/15
			08/16/2015		No			001-060-5048		
9749354378	2 Inv	UTILITIES	07/21/2015	328.04	0		.00			8/15
			08/16/2015		No			002-091-5048		
9749354378	3 Inv	UTILITIES	07/21/2015	76.63	0		.00			8/15
			08/16/2015		No			002-092-5048		
9749354378	4 Inv	UTILITIES	07/21/2015	119.38	0		.00			8/15
			08/16/2015		No			001-031-5048		
9749354378	5 Inv	UTILITIES	07/21/2015	167.81	0		.00			8/15
			08/16/2015		No			001-050-5048		
9749354378	6 Inv	UTILITIES	07/21/2015	18.31	0		.00			8/15
			08/16/2015		No			007-087-5048		
9749354378	7 Inv	UTILITIES	07/21/2015	41.34	0		.00			8/15
			08/16/2015		No			001-040-5048		
9749354378	8 Inv	UTILITIES	07/21/2015	149.59	0		.00			8/15
			08/16/2015		No			002-090-5048		
9749354378	9 Inv	UTILITIES	07/21/2015	82.02	0		.00			8/15
			08/16/2015		No			001-085-5048		
9749354378	10 Inv	UTILITIES	07/21/2015	18.31	0		.00			8/15
			08/16/2015		No			001-004-5048		

Invoice No	Vendor Name Seq Type	Vendor No Description Inventory No	Inv Date Due Date	Total Cost	Term 1099	Disc Date	Disc Amt	PO Number	GL Per GL Acct	R
	Total 9749354378			1,055.07						
	Total 530			1,055.07						
	Total 8/5/2015			41,646.19						

08/05/2015 GL Period Summary

GL Period	Amount
8/15	41,646.19
	<u>41,646.19</u>
Grand Total:	<u>108,998.59</u>

Report GL Period Summary

GL Period	Amount
7/15	67,352.40
8/15	41,646.19
	<u>108,998.59</u>

Vendor Number Hash: 259613  
 Vendor Number Hash - Split: 410956  
 Total Number of Invoices: 66  
 Total Number of Transactions: 135

TC	Terms Description	Invoice Amt	Discount Amt	Net Inv Amt
0	Open Terms	88,196.24	.00	88,196.24
1	NET 20	222.77	.00	222.77
2	NET 7	17,302.59	.00	17,302.59
3	IMMEDIATELY	.00	.00	.00
9	3% 10TH	3,276.99	98.31	3,178.68
		<u>108,998.59</u>	<u>98.31</u>	<u>108,900.28</u>

Report Criteria:  
 Invoice, Vendor No = 1-9699





**Arizona Department of Liquor Licenses and Control**  
 800 W Washington 5th Floor  
 Phoenix, AZ 85007-2934  
 www.azliquor.gov  
 (602) 542-5141

<b>FOR DLIC USE ONLY</b>	
Event Date(s):	
Event time start/end:	
CSR:	
License:	

**APPLICATION FOR SPECIAL EVENT LICENSE**  
 Fee= \$25.00 per day for 1-10 days (consecutive)  
 A service fee of \$25.00 will be charged for all dishonored checks (A.R.S. § 44-6852)

**IMPORTANT INFORMATION: This document must be fully completed or it will be returned.**

The Department of Liquor Licenses and Control must receive this application ten (10) business days prior to the event. If the special event will be held at a location without a permanent liquor license or if the event will be on any portion of a location that is not covered by the existing liquor license, this application must be approved by the local government before submission to the Department of Liquor Licenses and Control (see Section 15).

**SECTION 1** Name of Organization: Navajo County Fair, Inc.

**SECTION 2** Non-Profit/IRS Tax Exempt Number: 86-0484255

**SECTION 3** The organization is a: (check one box only)  
 Charitable  Fraternal (must have regular membership and have been in existence for over five (5) years)  
 Religious  Civic (Rotary, College Scholarship)  Political Party, Ballot Measure or Campaign Committee

**SECTION 4** Will this event be held on a currently licensed premise and within the already approved premises?  Yes  No  
Navajo County Fair, Inc. 07090043 928 524 4757  
 Name of Business License Number Phone (include Area Code)

**SECTION 5** How is this special event going to conduct all dispensing, serving, and selling of spirituous liquors? Please read R-19-318 for explanation (look in special event planning guide) and check one of the following boxes.  
 Place license in non-use  
 Dispense and serve all spirituous liquors under retailer's license  
 Dispense and serve all spirituous liquors under special event  
 Split premise between special event and retail location

(If not using retail license, submit a letter of agreement from the agent/owner of the licensed premise to suspend the license during the event. If the special event is only using a portion of premise, agent/owner will need to suspend that portion of the premise.)

**SECTION 6** What is the purpose of this event?  On-site consumption  Off-site (auction)  Both

**SECTION 7** Location of the Event: Navajo County Fairgrounds  
 Address of Location: 404 E. Hopi Dr. Hollbrook Navajo AZ 86025  
 Street City COUNTY State Zip

**SECTION 8** Will this be stacked with a wine festival/craft distiller festival?  Yes  No

**SECTION 9** Applicant must be a member of the qualifying organization and authorized by an Officer, Director or Chairperson of the Organization named in Section 1. (Authorizing signature is required in Section 13.)

1. Applicant: Sample Michael 10/28/1964  
 Last First Middle Date of Birth  
 2. Applicant's mailing address: PO Box 309 Hollbrook AZ 86025  
 Street City State Zip  
 3. Applicant's home/cell phone: (928) 205-8339 Applicant's business phone: (928) 524-4757  
 4. Applicant's email address: navajo county fair@yahoo.com



**SECTION 10**

- Has the applicant been convicted of a felony, or had a liquor license revoked within the last five (5) years?  
 Yes  No (If yes, attach explanation.)
- How many special event licenses have been issued to this location this year? 5  
 (The number cannot exceed 12 events per year; exceptions under A.R.S. §4-203.02(D).)
- Is the organization using the services of a promoter or other person to manage the event?  Yes  No  
 (If yes, attach a copy of the agreement.)
- List all people and organizations who will receive the proceeds. Account for 100% of the proceeds. The organization applying must receive 25% of the gross revenues of the special event liquor sales. Attach an additional page if necessary.

Name N/A Percentage: \_\_\_\_\_

Address \_\_\_\_\_  
Street City State Zip

Name N/A Percentage: \_\_\_\_\_

Address \_\_\_\_\_  
Street City State Zip

5. Please read A.R.S. § 4-203.02 Special event license; rules and R19-1-205 Requirements for a Special Event License.  
**Note: ALL ALCOHOLIC BEVERAGE SALES MUST BE FOR CONSUMPTION AT THE EVENT SITE ONLY.**  
"NO ALCOHOLIC BEVERAGES SHALL LEAVE SPECIAL EVENT UNLESS THEY ARE IN AUCTION SEALED CONTAINERS OR THE SPECIAL EVENT LICENSE IS STACKED WITH WINE /CRAFT DISTILLERY FESTIVAL LICENSE"

6. What type of security and control measures will you take to prevent violations of liquor laws at this event?  
 (List type and number of police/security personnel and type of fencing or control barriers, if applicable.)  
10 Number of Police 25 Number of Security Personnel  Fencing  Barriers  
 Explanation: The entire fairgrounds is fenced in with chainlink and there is security at all entrances. Gates are locked with combination and/or key padlocks

**SECTION 11** Date(s) and Hours of Event. May not exceed 10 consecutive days.  
 See A.R.S. § 4-244(15) and (17) for legal hours of service.

	Date	Day of Week	Event Start Time AM/PM	License End Time AM/PM
DAY 1:	<u>9/16/15</u>	<u>Wednesday</u>	<u>12:00pm</u>	<u>10:00pm</u>
DAY 2:	<u>9/17/15</u>	<u>Thursday</u>	<u>10:00am</u>	<u>12:00am</u>
DAY 3:	<u>9/18/15</u>	<u>Friday</u>	<u>10:00am</u>	<u>1:00am</u>
DAY 4:	<u>9/19/15</u>	<u>Saturday</u>	<u>10:00am</u>	<u>1:00am</u>
DAY 5:	<u>9/20/15</u>	<u>Sunday</u>	<u>10:00am</u>	<u>7:00pm</u>
DAY 6:	_____	_____	_____	_____
DAY 7:	_____	_____	_____	_____
DAY 8:	_____	_____	_____	_____
DAY 9:	_____	_____	_____	_____
DAY 10:	_____	_____	_____	_____



**SECTION 12** License premises diagram. The licensed premises for your special event is the area in which you are authorized to sell, dispense or serve alcoholic beverages under the provisions of your license. The following space is to be used to prepare a diagram of your special event licensed premises. Please show dimensions, serving areas, fencing, barricades, or other control measures and security position.

N↑

- See attached map -

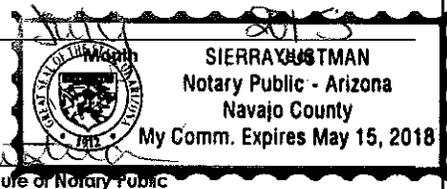


**SECTION 13** To be completed only by an Officer, Director or Chairperson of the organization named in Section 1.

I, MICHAEL SAMPLE declare that I am an OFFICER, DIRECTOR, or CHAIRPERSON  
(Print Full Name)  
appointing the applicant listed in Section 9, to apply on behalf of the foregoing organization for a Special Event  
Liquor License.

X [Signature] PRESIDENT 7-22-15 928-524-4757  
(Signature) Title/ Position Date Phone #

The foregoing instrument was acknowledged before me this 22  
Day  
State Arizona County of Navajo



My Commission Expires on: May 15, 2018  
Date

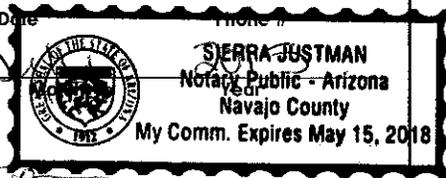
[Signature]  
Signature of Notary Public

**SECTION 14** This section is to be completed only by the applicant named in Section 9.

I, MICHAEL SAMPLE declare that I am the APPLICANT filing this application as  
(Print Full Name)  
listed in Section 9. I have read the application and the contents and all statements are true, correct and  
complete.

X [Signature] PRESIDENT 7-22-15 928-524-4757  
(Signature) Title/ Position Date Phone #

The foregoing instrument was acknowledged before me this 22  
Day  
State Arizona County of Navajo



My Commission Expires on: May 15, 2018  
Date

[Signature]  
Signature of Notary Public

Please contact the local governing board for additional application requirements and submission deadlines. Additional licensing fees may also be required before approval may be granted. For more information, please contact your local jurisdiction: [http://www.azliquor.gov/assets/documents/homepage\\_docs/spec\\_event\\_links.pdf](http://www.azliquor.gov/assets/documents/homepage_docs/spec_event_links.pdf).

**SECTION 15** Local Governing Body Approval Section

I, \_\_\_\_\_ recommend  APPROVAL  DISAPPROVAL  
(Government Official) (Title)

on behalf of \_\_\_\_\_  
(City, Town, County) Signature Date Phone

FOR DEPARTMENT OF LIQUOR LICENSES AND CONTROL USE ONLY

APPROVAL  DISAPPROVAL BY: \_\_\_\_\_ DATE: \_\_\_\_\_

**A.R.S. § 41-1030. Invalidity of rules not made according to this chapter; prohibited agency action; prohibited acts by state employees; enforcement; notice**

B. An agency shall not base a licensing decision in whole or in part on a licensing requirement or condition that is not specifically authorized by statute, rule or state tribal gaming compact. A general grant of authority in statute does not constitute a basis for imposing a licensing requirement or condition unless a rule is made pursuant to that general grant of authority that specifically authorizes the requirement or condition.

D. THIS SECTION MAY BE ENFORCED IN A PRIVATE CIVIL ACTION AND RELIEF MAY BE AWARDED AGAINST THE STATE. THE COURT MAY AWARD REASONABLE ATTORNEY FEES, DAMAGES AND ALL FEES ASSOCIATED WITH THE LICENSE APPLICATION TO A PARTY THAT PREVAILS IN AN ACTION AGAINST THE STATE FOR A VIOLATION OF THIS SECTION.

E. A STATE EMPLOYEE MAY NOT INTENTIONALLY OR KNOWINGLY VIOLATE THIS SECTION. A VIOLATION OF THIS SECTION IS CAUSE FOR DISCIPLINARY ACTION OR DISMISSAL PURSUANT TO THE AGENCY'S ADOPTED PERSONNEL POLICY.

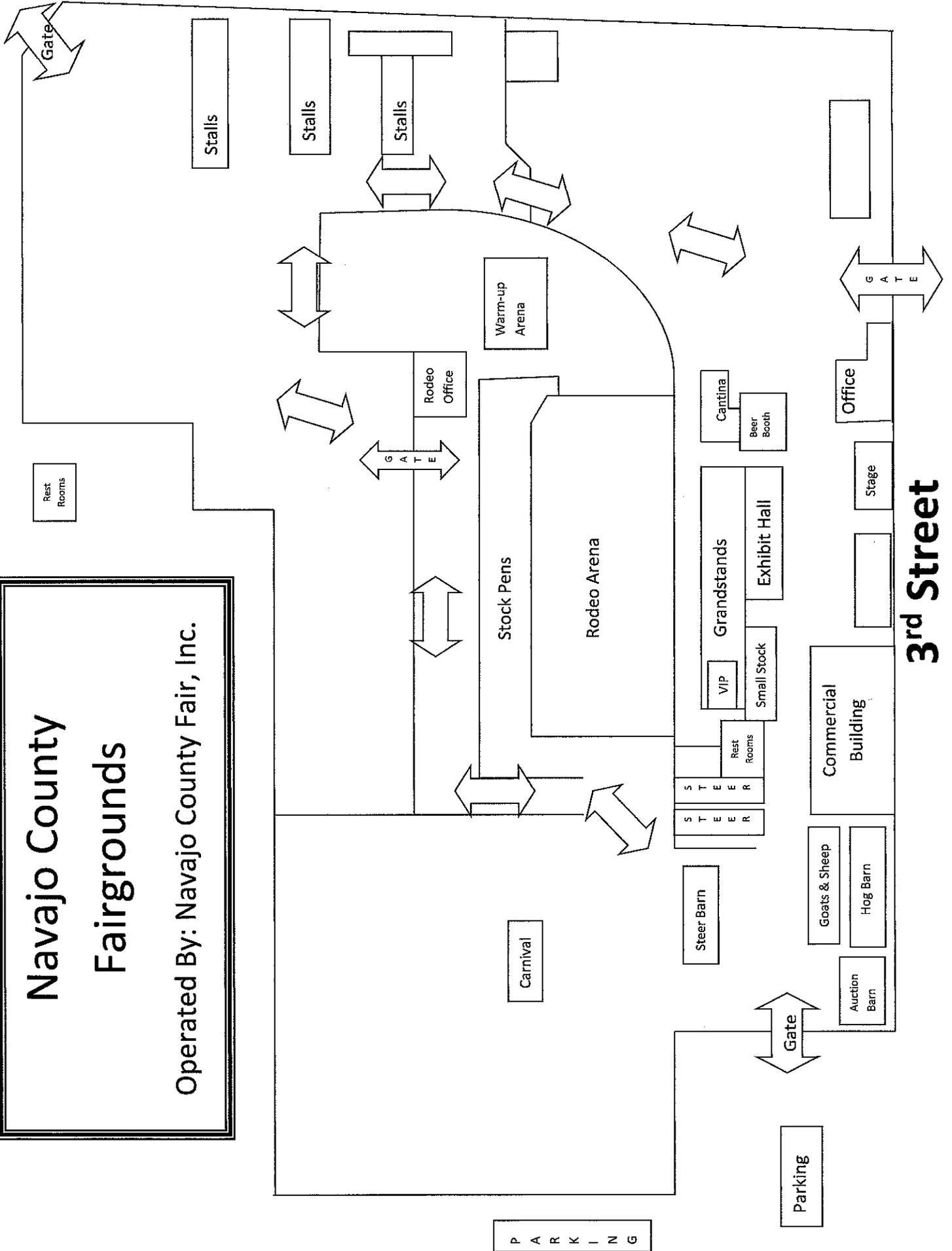
F. THIS SECTION DOES NOT ABROGATE THE IMMUNITY PROVIDED BY SECTION 12-820.01 OR 12-820.02.

КРАСНОУФИМСКИЙ  
УНИВЕРСИТЕТ  
ИМЕНИ П. П. СЕРГЕЕВА  
ИЗДАТЕЛЬСТВО

КРАСНОУФИМСКИЙ  
УНИВЕРСИТЕТ  
ИМЕНИ П. П. СЕРГЕЕВА  
ИЗДАТЕЛЬСТВО

Joy Nevin Ave.

**Navajo County  
Fairgrounds**  
Operated By: Navajo County Fair, Inc.



3rd Street

P A R K I N G



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# HOLBROOK POLICE DEPARTMENT

120 East Buffalo St.  
P.O. Box 656  
Holbrook, AZ 86025



Telephone: (928) 524-3991  
Fax: (928) 524-6415  
Chief Mark Jackson

---

July 23, 2015

Ray Alley  
City Manager  
Holbrook, AZ

Dear Mr. Alley,

In accordance with my employment contract with the City of Holbrook, I am required to inform you in writing that I would like to renew my employment contract as Chief of Police for another two year term. The current contract is still acceptable but there are two areas that I would like to change in my contract. The first is that I no longer require the advancement in sick/annual leave as described in section III paragraph A line 9. The second area is that I am requesting an increase to my annual salary of \$4,000 which will bring my annual salary to \$73,000. I have been employed by the city of Holbrook 6 years August 23 and since my employment I have never requested any change to my contract, but at this time I feel it necessary to request the increase in my annual salary.

Respectfully,

  
Mark A. Jackson  
Chief of Police  
Holbrook, AZ



**EMPLOYMENT AGREEMENT BETWEEN THE CITY OF HOLBROOK AND  
THE CHIEF OF POLICE**

This Employment Agreement between the City of Holbrook, an Arizona municipal corporation (the "City"), and Mark Jackson as Chief of Police ("Chief") is entered into this 11<sup>th</sup> day of August, 2015 (the "Agreement") as follows:

WHEREAS on August 11, 2009 the City Council ratified the selection by the City Manager of Mark Jackson as the Chief of Police for the City of Holbrook; and

WHEREAS the parties are desirous of entering into an employment Agreement with the Chief;

NOW THEREFORE, in consideration of the mutual covenants herein contained, the parties agree as follows:

**SECTION I**

**Duties**

The City hereby agrees to employ the Chief as Chief of Police for the City to perform such legally permissible and proper duties and functions as presented by state and local laws and ordinances and in accordance with the City Charter. The Chief is required at all times to maintain his AZPOST Certification.

**SECTION II**

**Term**

- A. Nothing in this Agreement shall prevent, limit or otherwise interfere with the right of the City Manager to terminate the services of the Chief at any time upon thirty (30) Days' notice, or the Chief from resigning voluntarily upon thirty (30) days written notice of his intent to resign.
- B. The term of this Agreement is for two years, commencing on August 17, 2015, which date shall be considered the anniversary date of the Chief's employment (the "Anniversary Date"), unless terminated sooner pursuant to the provisions contained herein. After the initial term, the Agreement may be renewed for an additional two year terms on the Anniversary Date on the terms and conditions stated herein provided that Police Chief provides to the City Manager written request to renew prior to July 1 of each two year term and the City Manager agrees in writing to the renewal of this Agreement.
- C. The Chief agrees to remain in the employ of the City during the term of this Agreement, and neither to accept other full-time employment nor to become



employed by any other employer full-time until the termination date of this Agreement.

### **SECTION III**

#### **Salary**

- A. The City agrees to pay the Chief for services rendered under this Agreement a salary of \$73,000 per annum effective August 17, 2015, payable in the same manner as other employees of the City and in accordance with the City's payroll system. Upon a satisfactory performance evaluation conducted by the City Manager, the City Manager will have sole authority, with the consent of the City Council, to grant an increase in salary in accordance with the pay range for the position. In addition, all other benefits available under the City's personnel policy to other City employees are applicable. The Chief shall accumulate and use vacation and sick leave in the same manner as other employees, as set forth in the Personnel Rules and Regulations
- B. It is expressly understood that the Chief's position is salaried and, as such, subject to variations in schedule and call-outs, both emergency and non-emergency.

### **SECTION IV**

#### **OTHER TERMS AND CONDITIONS OF EMPLOYMENT**

- A. The City may fix such other terms and conditions of employment, as it may determine from time to time, relating to the performance of the Chief, provided such terms and conditions are not inconsistent with or in conflict with the provisions of this Agreement, the City Charter or any other applicable law.
- B. It is expressly understood that the direct supervision for the Chief of Police is the City Manager and, as such, the Chief will report to him or her.

### **SECTION V**

#### **GENERAL PROVISIONS**

- A. This writing constitutes all of the agreements of the parties. Any supplemental or additional agreements hereafter shall be in writing signed by the parties.
- B. If any provision, or any portion thereof, contained in the Agreement is held unconstitutional, invalid or unenforceable, the remainder of this Agreement, or



portion thereof, shall be deemed severable and shall not be affected and shall remain in full force and effect.

- C. This Agreement shall become effective when executed by the parties hereto and shall be governed by the laws of the State of Arizona.

IN WITNESS WHEREOF, the City of Holbrook, Arizona has caused this Agreement to be ratified by the City Council and signed and executed in its behalf by the City Manager, and duly attested by its City Clerk, and the Chief has signed and executed this agreement.

\_\_\_\_\_  
Ray Alley  
City Manager

\_\_\_\_\_  
Mark Jackson  
Chief of Police

ATTEST:

\_\_\_\_\_  
Cher Reyes  
City Clerk



*Francie Payne*  
**Cher Reyes**

**From:** leighann yazzie <lyazziehp@cableone.net>  
**Sent:** Monday, July 27, 2015 1:39 PM  
**To:** Cher Reyes  
**Subject:** Fwd: Public Safety Personnel Retirement System

*Bob*

Hey, Cher!

I sent this to the mayor over a month ago but haven't heard anything back from him. Knowing that you have sat on previous PSPRS boards, can you give me some direction as to whether or not you can again fill this position or should I again attempt to contact the mayor?

Thanks,  
Leighann

---

**From:** "leighann yazzie" <lyazziehp@cableone.net>  
**To:** tylerbobby1917@gmail.com  
**Sent:** Friday, June 12, 2015 2:22:36 PM  
**Subject:** Public Safety Personnel Retirement System

Good afternoon Mayor Tyler,

As Mayor of the City of Holbrook, you also have the honor of sitting as Chairman of the Local Board of the Public Safety Personnel Retirement System (PSPRS). This is the retirement system for law enforcement officers in the state of Arizona. I believe you can also appoint someone to act as Chairman in your place. Cher has filled this position previously and can provide you with further information.

The Local Board consists of 5 members. Along with you as Chairman, 2 are elected from members within Holbrook Police Department and 2 are appointed by the Chairman.

Sgt Jed Koon (elected), Mianna Tyler & Tim McPherson (appointed) are current Board members, with 1 open seat which needs to be filled from within the PD.

It is required by law (Title 38) that we hold at least 2 meetings per year. Your role and that of the other sitting members is pretty minimal with the majority of the paperwork, agenda, meeting minutes, etc., falling on the secretary. I am the current acting secretary since Emily has left and the position has not been filled. It will need to be done at a meeting, which should be held fairly soon so everything can be put in place and settled should the need arise for the Board to convene on an official matter.

PSPRS has a website which has a lot of useful information and training tools to utilize. I'm including a link to the responsibilities and duties of Local Board Members.

[http://www.psprs.com/Admin\\_Training/Training%20Webinar/Webinar%20PPT/2014-02-12%20Duties%20and%20Responsibilities%20of%20Local%20Board%20Members.pdf](http://www.psprs.com/Admin_Training/Training%20Webinar/Webinar%20PPT/2014-02-12%20Duties%20and%20Responsibilities%20of%20Local%20Board%20Members.pdf)

--

Leigh Ann Yazzie  
Office Specialist  
Holbrook Police Department  
120 E Buffalo St  
Holbrook, AZ 86025  
928-524-6415 Fax  
928-524-3992 Station



# Northland Pioneer College

7 July 2015

Ray Alley  
City Manager  
City of Holbrook  
P.O. BOX 970  
Holbrook, Arizona 86025

Ray,

Thank you for meeting with several of us from NPC on June 17, 2015. Your input and the information you provided to us was very helpful. We have determined to seek another alternative to developing the land we discussed located north of North 14<sup>th</sup> Avenue, which had been offered to us as a donation.

We particularly appreciate the idea to consider vacant property across the street from the Park Elementary School on North 7<sup>th</sup> Street. We stopped by to look at and assess the lot that is owned by the City of Holbrook that same afternoon. We agree that this location is far superior to the previously identified site.

I have attached a summary of our "Building Homes - Building Futures" project along with the proposed budget and notice of award. Please note that during the grant application process we included the donation of land as a local participation and matching component. We also would like you to be aware that the Arizona Department of Education AZ-IBEST grant funds cannot be used to purchase land.

NPC would like to ask the City of Holbrook to consider joining us as a partner in the project by donating the lot across the street from the Park Elementary School on North 7th Street to Northland Pioneer College for this project. We additionally request that all city utility connections and related initial costs be provided at no charge.

NPC believes the City of Holbrook would benefit as a partner in this project, which will provide a new, beautiful, and energy efficient starter home in Holbrook. We believe you will find that the community is enhanced and revenues to the City of Holbrook will be increased.

Thank you for your consideration and please contact me if you have any questions or would like any additional details.

Sincerely,

  
Blaine Hatch

Vice President for Administrative Services

*Quality education you can afford.*



## ***"Building Homes – Building Futures" Project***

The ***"Building Homes – Building Futures"*** project integrates academic preparation and career skills training to prepare youth, 16-years-old and above, and adults with below-college-level skills in math, reading and writing with a fast track to employment in the construction trades. Northland Pioneer College's (NPC) Construction and College & Career Preparation faculty will work together to develop a series of fully-integrated courses, as well as an AZ-IBEST (Arizona - Integrated Basic Education and Skills Training) model for team teaching academic and career skills to be used by other NPC Career and Technical Education departments. A total of \$418,774 has been leverage for this project: the Arizona Department of Education (ADE) AZ-IBEST grant, \$249,754; Navajo and Apache County Workforce Partnership, \$80,000; NPC, \$74,020; and the private donation of land, \$15,000.

The grant provides funding for up to 30 students to participate in the project between October 2014 and June 2016. Students qualifying under the Workforce Innovation Opportunity Act (WIOA) may be eligible for transportation, housing and other assistance during the three-semester project.

Skills acquired in the classroom will be used in constructing an energy-efficient house, using "green" building materials and techniques, on donated land in Holbrook. NPC will partner with the regional office of Housing and Urban Development on the sale of the house. The proceeds will be the seed money for additional house construction projects.

Those completing the project will earn their GED<sup>®</sup>, stackable OSHA-10 and National Career Readiness Certification (NCRC) credentials, 22 college credits for a Construction Technology Certificate of Proficiency, and two National Center for Construction Education and Research (NCCER) credentials in Core Curriculum and Construction.



**BUDGET SUMMARY**

Funds for the proposed project have been leveraged from Northland Pioneer College (NPC), the NPC Adult Basic Education (ABE) program, the Navajo and Apache Counties Workforce Partnership (WIA), and a private donor (land). Salaries, benefits, tuition, books and course fees are based on approved NPC district governing board approved rates. Supplies that support hands-on learning are based on a cost of \$2,000 per student. Costs for GED, TABE and NCRC testing are based on current rates.

Category	Plenary Phase 1/1/15 – 6/30/15	Implementation Phase 7/1/15-6/30/16	Source	Total
<b>PERSONNEL</b>				
A. Faculty ABE 1 FTE – 12 Month		\$62,000	IBEST Grant	\$62,000
B. Faculty CON – 1 FTE – 12 Month (Working for 12 month period, from 6-1-15 – 5/31/16)	\$30,000	\$62,000	IBEST Grant	\$92,000
<b>FRINGE BENEFITS @ 22%</b>				
For ABE Faculty		\$13,640	IBEST Grant	\$19,800
For CON Faculty	\$ 6,600	\$13,640	IBEST Grant	\$13,640
<b>MEDICAL/DENTAL PACKAGE</b>				
For ABE Faculty		\$7,000	IBEST Grant	\$10,500
For CON Faculty	\$3,500	\$7,000	IBEST Grant	\$7,000
<b>SUPPLIES</b>				
CON Textbooks for 20 students @\$300 ea.	N/A	\$6,000	WIA	\$6,000
<b>Testing Fees</b>				
GED for 20 students @\$150 ea.	N/A	\$3,000	WIA	\$3,000
NCRC for 20 students	N/A	\$640	ABE Grant	\$640



*Northland Pioneer College  
Building Homes-Building Futures*

<b>@32 ea.</b>					
TABE for 20 students	\$180	\$2,220	ABE grant	\$2,400	
@\$120 per student					
Educational supplies for 20 students @ \$2,000 per student	\$40,000	\$40,000	WIA	\$80,000	
Educational Supplies	\$15,000				
IPAD Air with cover (25 x \$600)					
<b>TRAVEL</b>					
For two key partners to program meeting in Phoenix, per guidelines @ .445/mile x 500 miles rt x 2 travelers	\$445	\$445	ABE Grant	\$890	
Per diem x 2 days x 2 travelers @ \$58/day	\$232	\$232	ABE Grant	\$464	
Hotel x 1 night x 2 travelers x \$120/night	\$240	\$240	ABE Grant	\$480	
<b>CONTRACTUAL</b>					
C. (2) Adjunct Faculty, CON (Teaching 1/15/15-5/15/15 period to allow CON Chair to plan and develop curriculum with ABE Faculty)	\$20,000	N/A	IBEST Grant	\$20,000	
Architecture for building and land assessment.	\$16,000		NPC	\$16,000	
<b>OTHER</b>					
Tuition @ \$66 credit hour for 20 students	(12 credits) \$15,840	(24 credits) \$31,680	NPC	\$47,520	



*Northland Pioneer College  
Building Homes-Building Futures*

Media Fee @ \$80 per student per semester	\$800	\$1,600	NPC	\$2,400
Course Fees (CON)	N/A	\$8,100	NPC	\$8,100
Land: Building lot with utilities to lot line	\$15,000	N/A	Leveraged from Donor	\$15,000
<b>Total Direct Charges from IBEST Grant</b>				
	<b>\$84,474</b>	<b>\$165,280</b>	<b>IBEST</b>	
<b>Total Leveraged from NPC</b>				
	\$15,840	\$41,380	NPC	
<b>Total Leveraged from NPC ABE Program</b>				
	\$40,100	\$80,200	NPC ABE Program	
<b>Total Leveraged from WIA</b>				
	\$40,000	\$49,000	WIA	
<b>Total Leveraged from Donor</b>				
	\$15,000	N/A	Leveraged from Donor	
<b>TOTAL LEVERAGED</b>	<b>\$136,940</b>	<b>\$165,280</b>		
<b>TOTAL PROGRAM COST</b>				





State of Arizona  
Department of Education

John Huppenthal  
Superintendent of  
Public Instruction

October 20, 2014

Rickey Jackson  
Northland Pioneer College  
2251 E. Navajo Blvd.  
PO Box 610  
Holbrook, AZ 86025

Dear Rickey,

Congratulations! Your application to participate in the *Arizona Integrated Basic Education Skills Training (AZ-IBEST) Project* has been accepted. The grant award will cover the allowed costs for this project, as outlined in your application budget form.

Your \$84,474 award will be distributed through The Department of Education's grants management system pending State Board approval at its October 27, 2014 meeting.

The goal of the *IBEST Project* is to increase collaboration between workforce development agencies and prepare workers for positions in locally identified high demand industries. Successful projects will be instructive in developing a model for collaboration between workforce preparation partner agencies statewide. The ADE staff look forward to working with you towards achieving this goal and to seeing you and your key project partners at our mandatory April meeting.

Please feel free to contact Kelly at 602.364.2702 if you have any questions or comments concerning this project.

Sincerely,

A handwritten signature in black ink that reads "Sheryl Hart".

Sheryl Hart  
Deputy Associate Superintendent  
Adult Education Services

Kelly Crawford  
Workforce Development Liaison  
Adult Education Services



## AGREEMENT FOR SALE OF REAL PROPERTY

DATE: The effective date of this Agreement shall be the 16<sup>th</sup> day of Aug, 2012.

PLACE: Holbrook, Arizona

PARTIES: . AN ARIZONA CORPORATION BY MARY BARKER., Seller, hereinafter referred to as " BY MARY BARKER"; and CITY OF HOLBROOK, An Arizona Municipal Corporation, buyer, hereinafter known as "CITY."

PURPOSE: To set forth the rights, responsibilities, and duties of the parties in connection with the transfer of certain real property in Holbrook, Arizona, legally described on Exhibit "A" attached hereto and incorporated herein by reference.

NOW, THEREFORE, THE PARTIES AGREE AS FOLLOWS:

1. **Sale of Property.** by Mary Barker agrees to sell to City the property more particularly described in Exhibit "A" and attached hereto and made a part hereof, in exchange for Eight Thousand Dollars and Zero Cents (\$8,000.00), hereinafter referred to as the "purchase price."

2. **Conditions Precedent to Close.** Prior to close of escrow, a preliminary title report relating to the property will have been issued by Pioneer Title Agency Company, in a form which shows there are to be no exceptions to be contained therein other than the standard or usual exceptions, reservations, taxes, assessments, and easements for utilities, rights-of-way, and drainage easements common to that area, and which would not impair the ability of the City to use the property.

3. **Documents.** by Mary Barker and the City shall deposit in escrow all funds and other documents required prior to the close of escrow which are necessary to comply with the terms and conditions of this Agreement.

4. **Closing.** Escrow shall close on or before the 16<sup>th</sup> day of Aug, 2012.

5. **Escrow.** Either prior to or within five (5) days following the execution of this Agreement, the parties shall cause an escrow to be opened at Pioneer Title Company for the purpose of carrying out the provisions of this Agreement.

5.1 Each party agrees to execute escrow instructions and any further instruments which may be necessary to consummate the transaction and effectively convey and assign the subject project from by Mary Barker to the City, and to deposit into escrow all sums and documents which the escrow instructions shall call for, then to deposit from time to time.

5.2 The following documents shall be deposited into escrow on or before closing:

- (a) Warranty Deeds in the customary form for the parcels of property being sold, duly executed, acknowledged, and recordable, in recordable form sufficient to convey the fee title to the subject property.
- (b) A standard owners' policies of title insurance issued by Pioneer Title Agency Company in the amount of the total purchase price, insuring the title of the parcel of property being sold, subject to the exceptions as set forth in Paragraph 4 above, or as approved by the City.

5.3 City and by Mary Barker shall split the escrow fees and costs according to the customary practice in Navajo County, provide however that the City shall pay no more than the sales price stated herein.

5.4 The parties hereto do not intend that either the escrow instructions or the acts or actions of either of the parties in executing the same shall supersede or be construed as superseding

this Agreement; but such escrow instructions shall be deemed as merely supplemental to this Agreement as a means of carrying out and consummating the contract provided for in this Agreement.

6. **Passage of Title.** by Mary Barker will immediately deed the property in exhibit A to the City upon close of escrow.

7. **Possession of Property.** The City shall be entitled to possession of the transferred property following close of escrow.

8. **Mutual Cooperation.** Each party covenants and agrees that it will cooperate reasonably with the other party to carry out this Agreement.

9. **Proration.** All real estate taxes, and any other item subject to proration, shall be prorated as of the close of escrow.

10. **Entire Contract.** This Agreement shall constitute the entire contract between the parties and may not be modified except by an instrument in writing, signed by each of them.

11. **Construction.** This contract shall be construed in accordance with the laws of the State of Arizona. This contract was drafted by City as a matter of convenience only and shall not be construed for or against either party.

12. **Notices.** Any notices required to be given to City or by Mary Barker under the terms of this Agreement shall be deemed given five (5) days after mailed by certified mail, postage prepaid, addressed to the appropriate party at their respective addresses:

If to City:                   CITY OF HOLBROOK  
  Attention: City Manager  
  P. O. Box 970  
  Holbrook, AZ 86025

If to : \_\_\_\_\_  
\_\_\_\_\_

13. **Time is of the Essence.** The parties acknowledge that the closing dates of escrow are important and agree that time shall be of the essence of the Agreement with reference to such closing date.

14. **Inconsistency.** In the event of any inconsistency between this Agreement and the escrow instructions, this Agreement shall govern.

15. **Attorney's Fees.** If any action is brought by either party in respect of its rights under this Agreement or the closing documents, the prevailing party shall be entitled to reasonable attorneys' fees and court costs.

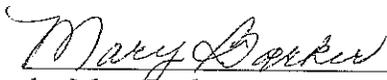
16. **Binding on Successors.** This agreement shall be binding upon and inure to the benefit of the parties and any of their respective successors, assigns, representatives, agents or attorneys.

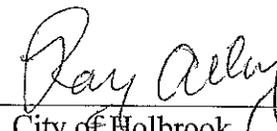
IN WITNESS WHEREOF, the parties hereunto have signed this agreement the day and year first above written.

BY MARY BARKER:

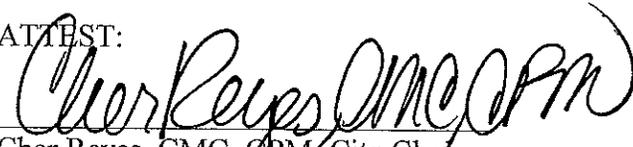
CITY:

THE CITY OF HOLBROOK

  
by Mary Barker

BY   
Ray Alley, Manager, City of Holbrook

ATTEST:

  
Cher Reyes, CMC, CPM, City Clerk

APPROVED AS TO FORM:

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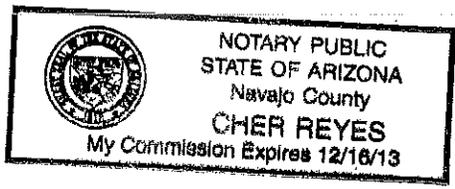
Sterling T. Solomon  
Solomon Law Offices, PC  
City Attorney

STATE OF ARIZONA )  
 ) ss  
COUNTY OF Navajo )

Subscribed and sworn to before me this 16<sup>th</sup> day of Aug, 2012, by MARY BARKER..

Cher Reyes  
Notary Public

My Commission Expires: 16 Dec 2013

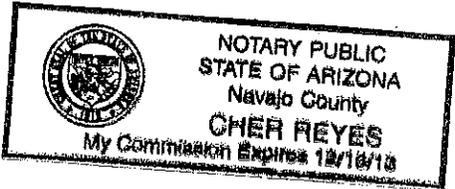


STATE OF ARIZONA )  
 ) ss  
COUNTY OF Navajo )

Subscribed and sworn to before me this 16<sup>th</sup> day of Aug, 2012, by RAY ALLEY, CITY MANAGER, on behalf of THE CITY OF HOLBROOK.

Cher Reyes  
Notary Public

My Commission Expires: 16 Dec 2013





Multimodal Planning

Douglas A. Ducey, Governor  
John S. Halikowski, Director  
Michael Kies, Assistant Director

July 10, 2015

The Honorable Jeff Hill  
Mayor  
City of Holbrook  
P O BOX 970  
Holbrook, AZ 86025

Re: Airport Development Reimbursable Grant Agreement  
Holbrook Municipal Airport  
ADOT Grant Number E6S1U

Dear Mayor Hill:

Congratulations! On June 19, 2015, the State Transportation Board approved funding for \$162,000.00 in Fiscal Year 2016 to RSA 3/21 Grading (7,178 ft x 120 ft).

Your continued strong support of the Holbrook Municipal Airport and its needed development will greatly benefit the community. It is important to ensure the continued viability of the airport by protecting its surrounding environment with appropriate zoning regulations for compatible land uses. This is the greatest threat to airports in Arizona, restricting economic growth. With proper planning and prudent land use decisions, your airport will accommodate your community aviation and business needs in the future.

Under a separate cover, the grant documents will be sent directly to Mr. Ray Alley. Competition for airport funding is intense and funding availability is limited. Therefore, we request that the City of Holbrook promptly approve, sign and return the grant documents to the Arizona Department of Transportation.

If you have any questions, please feel free to call me or Mr. Kenneth Potts at (602) 712-7597.

Sincerely,

Michael Kies



**Arizona Department of Transportation  
Multimodal Planning Division  
Aeronautics Group**

**Airport Development Reimbursable Grant Agreement**

**Part I**

THIS AGREEMENT is entered into \_\_\_\_\_, 2015, between the STATE OF ARIZONA, acting by and through its DEPARTMENT OF TRANSPORTATION, through its Multimodal Planning Division (the "State") and the City of Holbrook, a political subdivision of the State of Arizona (the "Sponsor"), for a grant of State funds for the purpose of aiding in financing a Project of RSA 3/21 grading (7,178 ft x 120 ft) (the "Project"), for the improvement of Holbrook Municipal Airport (the "Airport").

WITNESSETH

**Recitals:**

- 1) The Sponsor desires, in accordance with the authority granted by Arizona Revised Statutes (A.R.S.) Section 28-8413, funds from the State for the purpose of airport planning and/or development.
- 2) The Arizona State Transportation Board, as approved on June 19, 2015 and the Director of the Arizona Department of Transportation, in accordance with the authority granted by A.R.S. Sections 28-304, 28-363, and 28-401 and Title 28, Chapter 25, A.R.S., have authorized reimbursement to the Sponsor of funds expended for airport planning and/or development.

Now, therefore, in consideration of the foregoing recitals and of the covenants and agreements made by the parties herein to be kept and performed, the parties agree as follows:

**Sponsor's Responsibility**

- 1) The Sponsor shall accept this Agreement within 4 months of the date of the grant offer cover letter: July 10, 2015. This Grant offer, if not accepted by the Sponsor, shall expire at the end of the 4-month period.
- 2) The Sponsor shall commence the Project within 6 months of the date the grant was executed by the State. This Project will consist of the airport improvements as described in Exhibit C. The Sponsor shall proceed with due diligence and complete the Project in accordance with the provisions of this Agreement. The Sponsor shall provide and maintain competent supervision to complete the Project in conformance with the plans, specifications and work completion schedule incorporated as part of this Agreement.
- 3) The Sponsor shall submit completed Project Reimbursement and Milestone schedules, which shall be attached hereto, as Exhibit C, Schedules Two and Three respectively and shall complete the Project within that schedule. Any change to the schedule shall be submitted in writing and be approved by the State. A time extension beyond the State's obligation to provide funds herein must be reflected by formal Amendment to this Agreement.

- 4) The Sponsor shall comply with the Sponsor Assurances and abide by and enforce the General Provisions and Specific Provisions incorporated herein as Exhibits A, B and C respectively.

**Obligations**

- 1) The minimum funding participation from the Sponsor shall be Ten Percent (10%) as determined by the State.
- 2) The maximum reimbursement available from the State to the Sponsor for this Agreement shall be **One Hundred Sixty Two Thousand Dollars (\$162,000.00)**.
- 3) Except as otherwise provided herein, the State's obligation to provide funds hereunder expires upon completion of the efforts required herein or **July 31, 2019**, whichever is earlier.
- 4) The State may, after agreeing to provide said funds to the Sponsor, withdraw/terminate the grant if the Project has not been initiated as evidenced by a Notice to Proceed within 6 months of the date the grant was executed by the State or has not progressed as scheduled over a period of 12 months. If it becomes necessary to terminate a grant at any time, the State will reimburse expenses of the Sponsor, approved by the State, up to the time of notification of cancellation.
- 5) Sponsor acknowledges that in the event of a late payment or reimbursement by the State, the State shall have no obligation to pay a late payment fee or interest and shall not otherwise be penalized.
- 6) In the case where funds are no longer available or have been withdrawn or not appropriated, or the Project is no longer in the State's best interest, the State shall have the right of termination at its sole option. The State shall not reimburse any costs incurred after receipt of the notice of termination. The Governor pursuant to A.R.S. Section 38-511 hereby puts all parties on notice that this Agreement is subject to cancellation.

**Preliminary Work Provision**

Any preliminary work, for which costs for this Project were incurred after July 1, 2015 shall be considered eligible for reimbursement provided that said costs are directly related to the Project on which this Agreement is written. The State shall review related records and determine eligibility at its sole discretion.

**Part II**

The Sponsor shall approve and attach to this agreement a resolution by its governing body that certifies as follows:

- 1) The Sponsor has the legal power and authority:
  - a) to do all things necessary, in order to undertake and carry out the Project;
  - b) to accept, receive and disburse grant funds from the State in aid of the Project.
  
- 2) The Sponsor now has on deposit, or is in a position to secure \_\_\_\_\_ dollars (\$\_\_\_\_\_), or an equivalent amount represented by Sponsor's proposed labor and equipment costs, for use in defraying Sponsor's share of the costs of the Project. The present status of these funds is as follows:

\_\_\_\_\_  
(Enter local funding type and location)

- 3) The Sponsor hereby designates \_\_\_\_\_, \_\_\_\_\_  
Name Title  
to receive payments representing the State's share of project costs.

\_\_\_\_\_  
Signature of Sponsor's Representative

\_\_\_\_\_  
Title of Representative

- 4) The Sponsor has on file with ADOT the following vendor identification and address for project payments:

Sponsor Vendor Id #: **866000251 04**  
Sponsor Vendor Address: **465 First Avenue**  
**Holbrook, AZ 86025**

**Exhibits**

The following Exhibits are incorporated herewith and form a part of this Agreement.

Exhibit A - Sponsor Assurances

Exhibit B - General Provisions

Exhibit C - Specific Provisions and Project Schedules

STATE:

State of Arizona  
Department of Transportation  
Multimodal Planning Division

By: \_\_\_\_\_

Title: Michael Kies, Assistant Director

Date: \_\_\_\_\_

SPONSOR:

City of Holbrook  
Holbrook Municipal Airport

By: \_\_\_\_\_

Title: \_\_\_\_\_

Date: \_\_\_\_\_

WITNESSED BY:

Signature: \_\_\_\_\_

Print Name: \_\_\_\_\_

Date: \_\_\_\_\_

WITNESSED BY:

Signature: \_\_\_\_\_

Print Name: \_\_\_\_\_

Date: \_\_\_\_\_

**EXHIBIT A**

**Sponsor Assurances**

Upon acceptance of the grant offer by the Sponsor, these assurances will become a part of this Agreement. The Sponsor hereby covenants and agrees with the State as follows:

**General**

- 1) That the Project is consistent with plans (existing at the time of approval of the Project) of political jurisdictions authorized by the State to plan for the development of the area surrounding the Airport and has given fair consideration to the interest of communities in or near where the Project is to be located. In making a decision to undertake any airport development Project under this Agreement the Sponsor insures that it has undertaken reasonable consultation with affected parties using the Airport at which the Project is proposed. All appropriate development standards of Federal Aviation Administration (FAA) Advisory Circulars, Orders, or Federal Regulations shall be complied with. All related state and federal laws shall be complied with.
- 2) That these covenants shall become effective upon execution of this Agreement for the Project or any portion thereof, made by the State and shall remain in full force and effect throughout the useful life of the facilities or the planning project's duration developed under the grant, but in any event, not less than twenty (20) years from the date of acceptance of the grant offer by the Sponsor.
- 3) The Sponsor certifies in this Agreement that it is a political subdivision of the State and is the public agency with control over a public-use Airport and/or on behalf of the possible future development of an Airport and is eligible to receive grant funds for the development or possible development of an Airport under its jurisdiction.
- 4) The Sponsor further agrees it holds good title, satisfactory to the State, to the landing area of the Airport or site thereof, or will give assurance satisfactory to the State that good title will be acquired.
- 5) That the Sponsor is the owner or lessee of the property or properties on which the Airport is located and that the lease guarantees that the Sponsor has full control of the use of the property for a period of not less than twenty (20) years from the date of this Agreement. All changes in airport ownership or to an airport lease shall be approved by the State.
- 6) The Sponsor agrees that it has sufficient funds available for that portion of the project costs which are not to be paid by the State (or the United States).
- 7) The Sponsor agrees to provide and maintain competent supervision to complete the Project in conformance with this Agreement.
- 8) Preserving Rights and Powers: The Sponsor agrees it shall not take or permit any action which would operate to deprive it of any of the rights and powers necessary to perform any or all of the terms, conditions and assurances in this Agreement without written permission from the State, and shall act promptly to acquire, extinguish or modify any outstanding rights or claims of right by others which would interfere with such performance by the Sponsor. This will be done in a manner acceptable to the State. The Sponsor shall not sell, lease, encumber or otherwise transfer or dispose of any part of its title or other interests in the property shown on the airport property map included in the most recent FAA-approved Airport Layout Plan, or to that portion of the property upon which State funds have been expended, for the duration of the terms, conditions and assurances in this Agreement without approval by the State. If the transferee is found by the State to be eligible under Title 49, United States Code, to assume the obligations of this Agreement and to have the power, authority and financial resources to carry out such obligations, the Sponsor shall

insert in the contract or document transferring or disposing of Sponsor's interest and make binding upon the transferee all the terms, conditions and assurances contained in this Agreement.

- 9) **Public Hearings:** In Projects involving the location of an Airport, an airport runway or a major runway extension, the Sponsor has afforded the opportunity for public hearings for the purpose of considering the economic, social and environmental impacts of the Airport or runway location and its consistency with goals and objectives of such planning as has been carried out by the community and it shall, when requested by the State, submit a copy of such hearings to the State.

**Financial**

Pursuant to A.R.S. 35-326, the Sponsor may elect to utilize the Local Government Investment Pool ("LGIP") maintained by the state treasurer. The Sponsor shall request written approval from the State to use the LGIP. Thereafter, the State may deposit the funds authorized by the grant into the Sponsor's account. After approval of the reimbursements by the state, the funds shall be disbursed through the LGIP account to the Sponsor. The disbursements shall be made pursuant to the applicable laws and regulations.

The Sponsor shall establish and maintain for each Project governed by this Agreement, an adequate accounting record to allow State personnel to determine all funds received (including funds of the Sponsor and funds received from the United States or other sources) and to determine the eligibility of all incurred costs of the Project. The Sponsor shall segregate and group project costs into cost classifications as listed in the Specific Provisions of Exhibit C.

**Record Keeping**

The Sponsor shall maintain accurate records of all labor, equipment and materials used in this Project and that upon reasonable notice, shall make available to the State, or any of their authorized representatives, for the purpose of audit and examination all records, books, papers or documents of the recipient relating to work performed under this Agreement. For airport development Projects, make the Airport and all airport records and documents affecting the Airport, including deeds, leases, operation and use agreements, regulations and other instruments, available for inspection by any duly authorized agent of the State upon reasonable request.

**Airport Based Aircraft Reporting**

The Sponsor shall furnish to the State on a quarterly basis, a current detailed listing (including: Registration/N Number, Name, Address and Phone Number of Owner) of all based aircraft on the Airport in a form approved by the State.

**Airport Layout Plan**

- 1) The Sponsor shall maintain a current signed/approved Airport Layout Plan (ALP) of the Airport, which shows building areas and landing areas, indicating present and planned development and to furnish the State an updated ALP of the Airport as changes are made.
- 2) The Sponsor shall be required to prepare an ALP for update or revalidation in accordance with current FAA and State standard guidelines. The ALP will indicate any deviations from FAA design standards as outlined in current FAA Advisory Circulars, orders or regulations. A copy of the signed/approved ALP in electronic format shall be forwarded to the State after authentication by FAA or the State.
- 3) The Sponsor shall assure that there are no changes to the airport property boundaries, together with any off-site areas owned or controlled by the Sponsor which support the Airport or its operations as a part of this project.

- 4) If a change or alteration is made at the Airport which the State determines adversely affects the safety, utility or efficiency of the Airport, or any State funded property on or off Airport which is not in conformity with the ALP as approved by the State, the Sponsor will, if requested by the State, eliminate such adverse effect in a manner approved by the State.

**Immediate Vicinity Land Use Restriction**

The Sponsor shall restrict the use of land, adjacent to or in the immediate vicinity of the Airport, to activities and purposes compatible with normal airport operations and to take appropriate action including the adoption of appropriate zoning laws. In addition, if the Project is for noise compatibility or to protect the 14 CFR Part 77 imaginary surfaces of the Airport, the Sponsor will not cause or permit any change in land use, within its jurisdiction, that will reduce its compatibility, with respect to the Airport, of the noise compatibility program measures or the imaginary surfaces of the Airport upon which State funds have been expended.

**Airport Operation**

- 1) The Sponsor shall promote safe airport operations by clearing and protecting the approaches to the Airport by removing, lowering, relocating, marking and/or lighting existing airport hazards and to prevent, to the extent possible, establishment or creation of future airport hazards. The Sponsor shall take appropriate action to assure such terminal airspace as is required to protect instrument and visual operations to the Airport (including established minimum flight altitudes) will be adequately cleared and protected by preventing the establishment or creation of future airport hazards. The Sponsor shall promptly notify airmen of any condition affecting aeronautical use of the Airport.
- 2) The Sponsor further agrees to operate the Airport for the use and benefit of the public and to keep the Airport open to all types, kinds and classes of aeronautical use without discrimination between such types, kinds and classes; provided that the Sponsor shall establish such fair, equal and nondiscriminatory conditions to be met by all users of the Airport as may be necessary for the safe and efficient operation of the Airport; and provided further, that the Sponsor may prohibit any given type, kind or class of aeronautical use of the Airport if such use would create unsafe conditions, interfere with normal operation of aircraft, or cause damage or lead to the deterioration of the runway or other airport facilities.
- 3) In any agreement, contract, lease or other arrangement under which a right or privilege at the Airport is granted to any person, firm or corporation to conduct or engage in any aeronautical activity for furnishing services to the public at the Airport, the Sponsor shall insert and enforce provisions requiring said person, firm or corporation:
  - a) to furnish services on a reasonable and not unjustly discriminatory basis to all users thereof and charge reasonable and not unjustly discriminatory prices for each unit or service;
  - b) and be allowed to make reasonable and nondiscriminatory discounts, rebates or similar types of price reductions to volume purchasers;
  - c) each Fixed Based Operator (FBO) and Air Carrier at the Airport shall be subject to the same rates, fees, rentals and other charges as are uniformly applicable to all other FBOs and Air Carriers making the same or similar uses of the Airport and utilizing the same or similar facilities;
  - d) each Air Carrier using such Airport shall have the right to service itself or to use any FBO that is authorized or permitted by the Airport to serve any Air Carrier at the Airport.
- 4) The Sponsor shall not exercise or grant any right or privilege which operates to prevent any person, firm or corporation operating aircraft on the Airport from performing any services on its own aircraft with its own employees (including but not limited to maintenance, repair and fueling) that it may choose to perform. In the event the Sponsor

itself exercises any of the rights and privileges referred to in this assurance, the services involved will be provided on the same conditions as would apply to the furnishing of such services by a commercial aeronautical operator authorized by the Sponsor under these provisions.

- 5) The Sponsor shall suitably operate and maintain the Airport and all facilities thereon or connected therewith which are necessary for airport purposes and to prohibit any activity thereon which would interfere with its use for aeronautical purposes and to operate essential facilities, including night lighting systems, when installed, in such manner as to assure their availability to all users of the Airport; provided that nothing contained herein shall be construed to require that the Airport be operated and maintained for aeronautical uses during temporary periods when snow, flood or other climatic conditions interfere substantially with such operation and maintenance.
- 6) The Sponsor shall not permit an exclusive right for the use of the Airport by any person providing, or intending to provide, aeronautical services to the public. For purposes of this paragraph, providing services at an Airport by a single FBO shall not be construed as an "exclusive right" if:
  - a) it would be unreasonably costly, burdensome or impractical for more than one FBO; and
  - b) if allowing more than one FBO to provide such services would require a reduction of space leased pursuant to an existing agreement between a single FBO and the Airport.

Note: Aeronautical activities that are covered by this paragraph include, but are not limited to: charter flights, pilot training, aircraft rental, sightseeing, air carrier operations, aircraft sales and services, aerial photography, agricultural spraying, aerial advertising and surveying, sale of aviation petroleum products whether or not conducted in conjunction with any other aeronautical activity, repair and maintenance of aircraft, sale of aircraft parts, and any other activities which because of their direct relationship to the operation of aircraft can be regarded as an aeronautical activity.

- 7) The Sponsor shall terminate any exclusive right to conduct an aeronautical activity now existing at the Airport before any grant of assistance from the State. However, there shall be no limit on the duration of the assurances regarding Exclusive Rights and Airport Revenue so long as the Airport is used as an Airport. There shall be no limit on the duration of the terms, conditions, and assurances with respect to real property acquired with State funds.
- 8) Airport Pavement Preservation Program: The Sponsor certifies that they have implemented an effective pavement preservation management program at the Airport in accordance with Public Law 103-305 and with the most current associated FAA policies and guidance for the replacement, reconstruction or maintenance of pavement at the Airport. The Sponsor assures that it shall use and follow this program for the useful life of the pavement constructed, reconstructed or repaired with financial assistance from the State and that it will provide such reports on pavement condition and pavement management programs as may be required by the State.

### **Sponsor Transactions**

The Sponsor shall refrain from entering into any transaction which would deprive the Sponsor of any of the rights and powers necessary to perform any or all of the covenants made herein, unless by such transaction the obligation to perform all such covenants is assumed by another public agency eligible to assume such obligations and having the power, authority and financial resources to carry out such obligations; and, if an arrangement is made for management or operation of the Airport by an agency or person other than the Sponsor, the Sponsor shall reserve sufficient powers and authority to insure that the Airport will be operated and maintained in accordance with these covenants or insure that such an arrangement also requires compliance therewith.

**Airport Revenues**

The Sponsor shall maintain a fee and rental structure for the facilities and services at the Airport which will make the Airport as self-sustaining as possible under the circumstances existing at the particular Airport, taking into account such factors as the volume of traffic and economy of collection. All revenues generated by the Airport (and any local taxes established after Dec 30, 1987), will be expended by it for the capital or operating costs of the Airport; the local airport system; or the local facilities which are owned or operated by the owner or operator of the Airport and which are directly or substantially related to the actual air transportation of passengers or property, on or off the Airport.

**Disposal of Land**

- 1) For land purchased under a grant for airport development purposes (it is needed for aeronautical purposes, including runway protection zones, or serve as noise buffer land; and revenue from the interim use of the land contributed to the financial self-sufficiency of the Airport), the Sponsor shall apply to the State and FAA for permission to dispose of such land. If agreed to by the State and/or FAA, the Sponsor shall dispose of such land at fair market value and make available to the State and FAA an amount that is proportionate to the State and FAA's share of the cost of the land acquisition. That portion of the proceeds of such disposition, which is proportionate to the share of the cost of acquisition of such land, shall be (a) reinvested in another eligible airport development Project or Projects approved by the State and FAA or (b) be deposited to the Aviation Trust Fund if no eligible Project exists.
  - 2) Disposition of such land shall be subject to the retention or reservation of any interest or right therein necessary to ensure that such land will only be used for purposes which are compatible with noise levels associated with operation of the Airport.
-

## **EXHIBIT B**

### **General Provisions**

#### **Employment of Consultants**

The term consultant, as used herein, includes planners, architects and/or engineers. If a consultant is to be used for this Project, the Sponsor agrees to consider at least three (3) consultant firms. If the Sponsor has contracted with or will contract with a consultant on a retainer basis, the Sponsor assures to the State that prior to entering such a contract, at least three (3) consultants were or will be considered. The Sponsor shall submit to the State, for review and approval, a copy of the request for proposals and/or request for qualifications, and the proposed consultant contract prior to its execution and upon award of the contract, a fully executed copy. All requests for qualifications and requests for proposals shall be in accordance with A.R.S. 34, Chapters 1, 2 and 6, and shall include a list of projects and project locations to be awarded project contracts.

#### **Contracts**

- 1) The Sponsor as an independent entity and not as an agent of the State may obtain the services required in order to fulfill the work outlined in the Project Description as approved by the State for funding in the Airport Capital Improvement Program. All contracts awarded to accomplish the project work described in this Agreement shall state:
  - a) The name of the consultant authorized to perform the work and to communicate on behalf of the Sponsor;
  - b) The Sponsor must insure that contracts issued under this Agreement comply with the provisions of Arizona Executive Order 75-5 as amended by Arizona Executive Order 99-4, relating to equal opportunity;
  - c) The terms for termination of the contract either for failure to perform or in the best interest of the Sponsor;
  - d) The duly authorized representatives of the State shall have access to any books, documents, papers and records of the consultant and/or contractor which are in any way pertinent to the contract for a period of five years, in accordance with A.R.S. 35-214, for the purpose of making inspections, audits, examinations, excerpts and transcriptions.
- 2) All contracts shall stipulate and make clear:
  - a) The responsibilities of the consultant to gain authorization for changes on the Project which may have an effect on the contract price, scope, or schedule;
  - b) That all construction contractors and sub-contractors hired to perform services, shall be in compliance with A.R.S. 32, Chapter 10.
  - c) That any materials, including reports, computer programs or files and other deliverables created under this Agreement are the sole property of the Sponsor. That these items shall be made available to the public. The Contractor/Consultant is not entitled to a patent or copyright on these materials and may not transfer the patent or copyright to anyone else.
  - d) That any travel shall be reimbursable by the State only within the rules and costs in accordance with the State of Arizona Travel Policy.

**Conflict of Interest**

Each consultant submitting a proposal shall certify that it shall comply with, in all respects, the rules of professional conduct set forth in Arizona Administrative Code R4-30-301. In addition, a conflict of interest shall be cause for disqualifying a consultant from consideration; or terminating a contract if the conflict should occur after the contract is made. A potential conflict of interest includes, but is not limited to:

- 1) Accepting an assignment where duty to the client would conflict with the consultant's personal interest, or interest of another client.
- 2) Performing work for a client or having an interest which conflicts with this contract.

**Reports**

The Sponsor shall submit monthly status reports during planning, shall submit monthly status reports during design, and shall submit weekly reports during construction. All reports shall reflect, at a minimum, the progress accomplished in relation to the Grant and Project schedules and milestones, the reasons for any changes, and the recommended corrections of problems encountered. Upon completion of the Project, the Sponsor shall submit a letter to the State specifying that the Project has been completed to their satisfaction and that the consultant and the contractor have completed their contractual responsibilities.

**Changes**

**Any changes to the consultant contract, authorized by the Sponsor, that include additional funds, time and/or scope, shall be by amendment and shall be approved by the State prior to being made in order to be eligible for reimbursement.** Approval of a change by the State shall not obligate the State to provide reimbursement beyond the maximum funds obligated by this Agreement. Any increase to the amount of funds authorized hereunder, to the expiration date of this agreement, or to the scope of work included in this agreement must be by formal amendment, and signed by all parties.

Any changes to the contract documents, authorized by the Sponsor, must be approved by the State prior to any changes being made in order to be eligible for reimbursement.

**Audit**

Upon completion of the Project, the Sponsor agrees to have an audit performed. The audit examination may be a separate project audit or in accordance with the Single Audit Act of 1984 (Single Audit). If the Sponsor is required under law to have a Single Audit, this Project shall be considered for inclusion in the scope of examination.

The Sponsor shall keep all project accounts and records which fully disclose the amount and disposition by the recipient of the proceeds of the grant, the total cost of the Project in connection with which the grant is given or used, and the amount or nature of that portion of the cost of the Project supplied by other sources, and such other financial records pertinent to the Project. The accounts and records will be kept in accordance with A.R.S. 35-214.

In any case in which an independent audit is made of the accounts of a Sponsor relating to the disposition of the proceeds of a grant relating to the Project in connection with which the grant was given or used, it shall file a certified copied of such audit with the State not later than six (6) months following the close of the fiscal year in which the audit was made.

The Sponsor shall make available to the State or any of their other duly authorized representatives, for the purpose of audit and examination, any books, documents, papers and records of the recipient that are pertinent to the grant. The

Sponsor further agrees to provide the State a certified copy of the audit report. The State is to determine the acceptability of this audit.

**Suspension**

If the Sponsor fails to comply with any conditions of this Agreement, the State, by written notice to the Sponsor, may suspend participation and withhold payments until appropriate corrective action has been taken by the Sponsor. Costs incurred during a period of suspension may not be eligible for reimbursement by the State.

**Failure to Perform**

If the Sponsor fails to comply with the conditions of this Agreement the State, may by written notice to the Sponsor, terminate this Agreement in whole or in part. The notice of termination will contain the reasons for termination, the effective date, and the eligibility of costs incurred prior to termination. The State shall not reimburse any costs incurred after the date of termination.

**Termination for Convenience**

When the continuation of the Project will not produce beneficial results commensurate with the further expenditure of funds or when funds are not appropriated or are withdrawn for use hereunder, the State may terminate this Agreement. In the case where continuation of the Project will not produce beneficial results, the State and the Sponsor shall mutually agree upon the termination either in whole or in part. In the case where funds are no longer available or have been withdrawn or not appropriated, or the Project is no longer in the State's best interest, the State shall have the right of termination as its sole option. The State shall not reimburse any costs incurred after receipt of the notice of termination. The Governor pursuant to A.R.S. Section 38-511 hereby puts all parties on notice that this Agreement is subject to cancellation.

**Waiver by State**

No waiver of any condition, requirement or right expressed in this Agreement shall be implied by any forbearance of the State to declare a default, failure to perform or to take any other action on account of any violation that continues or repeats.

**Compliance with Laws**

The Sponsor shall comply with all Federal, State and Local laws, rules, regulations, ordinances, policies, advisory circulars, and decrees that are applicable to the performance hereunder.

**Arbitration**

In the event of a dispute, the parties agree to use arbitration to the extent required by A.R.S. Section 12-1518.

**Jurisdiction**

Any litigation between the Sponsor and the State shall be commenced and prosecuted in an appropriate State court of competent jurisdiction within Maricopa County, State of Arizona.

**Excess of Payments**

If it is found that the total payments to the Sponsor exceed the State's share of allowable project costs, the Sponsor shall promptly return the excess to the State. Final determination of the State's share of allowable costs shall rest solely with

the State. Any reimbursement to the Sponsor by the State not in accordance with this Agreement or unsubstantiated by project records will be considered ineligible for reimbursement and shall be returned promptly to the State.

**State Inspectors**

At any time and/or prior to final payment of funds for work performed under this Agreement, the State may perform an inspection of the work performed to assure compliance with the terms herein and to review the workmanship of the Sponsor's contractors and/or consultants. No inspector is authorized to change any provisions of this Agreement or any provisions of Agreements between the Sponsor and the Sponsor's contractor and/or consultant.

**Indemnification**

The State of Arizona, acting by and through the Arizona Department of Transportation, does not assume any liability to third persons nor will the Sponsor be reimbursed for the Sponsor's liability to third persons resulting from the performance of this Agreement or any subcontract hereunder.

The Sponsor shall indemnify and hold harmless the State, any of their departments, agencies, officers and employees from any and all liability, loss or damage the State may suffer as a result of claims, demands, costs or judgments of any character arising out of the performance or non-performance of the Sponsor or its independent contractors in carrying out any provisions of this Agreement. In the event of any action, this indemnification shall include, but not be limited to, court costs, expenses of litigation and reasonable attorney's fees.

**Required Provisions Deemed Inserted**

Each and every provision of law and clause required by law to be inserted in this Agreement shall be read and enforced as though it were included herein, and if through mistake or otherwise any such provision is not inserted, or is not correctly inserted, then upon the application of either party, this Agreement shall forthwith be physically amended to make such insertion or correction.

**Property of the Sponsor and State**

Any materials, including reports, computer programs or files and other deliverables created under this Agreement are the sole property of the Sponsor. The Contractor/Consultant is not entitled to a patent or copyright on these materials and may not transfer the patent or copyright to anyone else. The Sponsor shall give the State unrestricted authority to publish, disclose, distribute and otherwise use at no cost to the State any of the material prepared in connection with this grant. At the completion of the project, the Sponsor shall provide the State with an electronic copy, in a format useable by the State, and one hard copy in a format useable by the State, of final plans, specifications, reports, planning documents, and/or other published materials as produced as a result of this project.

## **EXHIBIT C**

### **Specific Provisions and Project Schedules**

#### **Provisions for Design/Construction**

##### **Financial Cost Categories**

The Sponsor shall segregate and group project costs in categories as follows:

- 1) "Design/Engineering Services" (as applicable), including topographic surveys/mapping, geometric design, plans preparation, geotechnical and pavement design, specifications, contract documents.
- 2) "Construction" (must be accounted for in accordance with approved work items as presented in the bid tabulation).
- 3) "Construction Engineering" (as applicable), including contract administration, inspection/field engineering, materials testing, construction staking/as-built plans and other.
- 4) "Sponsor Administration" directly associated with this Project (not to exceed 5% of project costs).
- 5) "Sponsor Force Account" contribution (if applicable).
- 6) "Contingencies" (not to exceed 5% of construction costs).
- 7) "Other" with prior approval of the State.

##### **Design Review – Plans, Specifications and Estimates**

Plans, specifications and estimates shall be accomplished by, or under the direct supervision of a qualified engineer registered by the State of Arizona. The Sponsor shall conduct a Concept Design Review meeting with the State and Sponsor's consultant at approximately the thirty percent (30%) completion point in the design of the Project, and a Final Design Review at one hundred percent (100%) plan completion.

These mandatory reviews shall be completed before the Sponsor will be permitted to proceed with the Project. The State shall issue an approval to proceed with final design upon satisfactory completion of the 30% review. The State shall issue an approval of the 100% plans, specifications and estimates upon satisfactory completion of the 100% review. Upon State approval, the Sponsor may proceed to advertising if construction is included in the scope of the Project, or must close the Project and submit a final grant reimbursement request if the grant is for design only.

Any modification to the approved plans, specifications and estimates authorized by the Sponsor shall also be subject to approval of the State. **Changes made to approved plans, specifications, and estimates at any time must be authorized by the State prior to executing the changes in order to be eligible for reimbursement by the State.**

The National Environmental Policy Act (NEPA) documentation must be complete and approved by the State and/or FAA prior to construction. The Sponsor shall submit a copy of the documentation to the State.

**FAA Notice of Proposed Construction**

The Sponsor agrees to submit an FAA Form 7460-1, Notice of Proposed Construction or Alteration before construction, installation or alteration of any Project under this Agreement that falls under the requirements of Subpart B to Part 77, Objects Affecting Navigable Airspace.

**Bidding - Alternate Bidding Methods**

Design, Bid, Build is the standard and preferred method for project delivery for State airport development grant projects. Alternative contracting methods (Design Build, Construction Manager at Risk, Task Order Contract) may be used in accordance with A.R.S. Title 34, Chapters 1, 2 and 6. **Use of an alternative contracting method shall be reviewed and approved by the State prior to the Sponsor executing a contract for the work.** If a project is approved for an alternative contracting method, the Sponsor must comply with all Federal, State, and Local policies, regulations, rules, and laws, as well as all requirements of this grant agreement within that method.

**Based on Bids**

If a Sponsor has requested a match to a Federal construction grant that was based on bids (the project was already advertised by the Sponsor with no existing State airport development grant for the design work), then all design coordination with the State required by this agreement must have been met during the design process for any prior design work to be considered eligible for reimbursement by the State. The State shall review any documentation and work done prior to bidding and, at its sole discretion, determine the eligibility of the work. Only work items necessary to complete the Project as stated in Exhibit C, Schedule One, Project Description, may be considered eligible.

**Contractor Allowance**

This item may only be used to cover costs of unknown, unforeseen circumstances within the scope of the grant that are necessary for Project completion. (For example: if unknown underground utilities must be removed or relocated to accomplish the Project) **This item must have prior approval of the State for each use of the item during construction in order to be eligible for reimbursement by the State.** The bid item shall be clearly defined in the contract documents with concise language describing when it may be utilized. It shall also be specified that the item may not be used at all. The allowance may only be used for unforeseen items directly related to the Project.

**Contingencies**

Contingencies are to be used as an estimating tool during the preliminary phases of Project development. They are intended to allow room in the grant funding level for reasonable price increases or approved added items during design. Contingencies are not eligible for reimbursement by the State as bid items in a construction contract.

**Itemized Allowance**

Use of an itemized allowance items may only be included in a contract with prior approval of the State. Any use of an itemized allowance bid item as part of a grant must be for a clearly defined portion of the project. (For example: cabinet allowance – cabinets in terminal storage room as shown on plans to be selected by Sponsor, or carpet allowance – industrial Berber carpet for 200 SF lobby to be selected by Sponsor) Each contract allowance item must be approved by the State in order to be included in the bid package. The State will not approve use of an item to cover expenses not directly related to the item. (For example: Left over funds from cabinet allowance cannot be used to purchase light fixtures)

**Construction Inspection**

Airport planning, design, project estimates, bidding, and construction inspection are the direct responsibility of the Sponsor and may be accomplished by the Sponsor's staff or by a qualified consultant. The Sponsor shall provide and maintain competent technical supervision throughout the Project to assure that the work conforms to the plans, specifications and schedules approved by the State and the Sponsor.

Construction inspection shall be accomplished by, or under the direct supervision of a qualified engineer registered by the State of Arizona.

The Sponsor shall subject the construction work and any related documentation on any Project contained in an approved Project application to inspection and approval by the State and the FAA. The State shall, if in accordance with regulations and procedures, prescribe such work as needed for the Project.

**Change Orders**

The Sponsor shall notify the State in advance of the need for a change. Such notification shall clearly define the changed or added bid items, the locations of changed work, the quantities and costs of changed work, and the time required for the change. Justification for the change must be provided to the State by the Sponsor. Change orders may be approved by the State only if they are clearly necessary to accomplish the original grant scope. If approval is granted by the State, the Sponsor shall follow up with the written change order for the State's review and approval in a timely manner. The Sponsor may not request reimbursement for the work done under a change order until the change order is approved by the State.

**Construction Contract Documents**

**Any changes to the construction contract documents (including scope, time and amount), authorized by the Sponsor, must be approved by the State prior to being implemented by the Sponsor in order to be eligible for reimbursement under the grant.** All changes, as well as any notifications and approvals related to the changes, shall be documented in the final contract documents, change orders, and as built plans provided to the State at the end of the contract. Verbal requests and approvals are not sufficient as documentation for reimbursement. Final reimbursements will not be made until all documentation is received by the State.

**Design/Construction Project Schedules**

The Schedule Forms are intended to identify and monitor project scope, costs, and basic milestones that will be encountered during various phases of the Project. The Sponsor shall complete these three schedules showing the project description and total costs, project reimbursements (cash flow) schedule and project milestones.

Schedule One shows the total Project estimated costs associated with each share - State and Federal and Local. Schedule Two shows a projected cash flow for State funds only. The Sponsor is to estimate requests to the State for Project reimbursement. Schedule Three shows anticipated dates of Project milestones. These schedules will be used to keep track of the Project's progress. Be sure to develop realistic schedules.

As the project progresses, and the original reimbursement schedule and or milestone dates change, the Sponsor must submit a revised Schedule to the State for approval.

**Schedule One**  
**Design/Construction Project Description and Funding Allocation**

**Detailed Project Description:**

**RSA 3/21 Grading (7,178 ft x 120 ft)**

<b>Project Cost Category</b>	<b>Total Estimated Project Cost</b>	<b>Estimated Local Share</b>	<b>Estimated Federal Share</b>	<b>Estimated State Share*</b>
Design/Engineering Services	\$	\$	\$	\$
Construction	\$	\$	\$	\$
Construction Engineering	\$	\$	\$	\$
Sponsor Administration**	\$	\$	\$	\$
Sponsor Force Account Work***	\$	\$	\$	\$
Contingencies	\$	\$	\$	\$
<b>Total Project Costs</b>	\$	\$	\$	\$

\*Total of this column to be used in Schedule Two.

\*\* Sponsor Administration is not eligible for reimbursement above 5% of the project costs.

\*\*\* All force account work is to be approved by the State prior to the grant agreement being signed.

**NOTE: The Sponsor must attach a project plan based upon the ALP that clearly shows the scope and the limits of the work.**

**Schedule Two**  
**Design/Construction Project Reimbursement Schedule**

The Sponsor must complete this Project Reimbursement Schedule showing the projected cash flow of State grant funds only for this Project. Projections must include all consultant and contractor services. The reimbursement schedule should be a realistic schedule and will be used to keep track of a project’s progress. Reimbursement requests must be submitted regularly by the Sponsor while the grant is active. The cash flow should reflect when a request is submitted to the State, not when invoices are paid by the Sponsor.

**Instructions:**

- 1) For “Total State Funds” below, enter the Total Project Costs/Estimated State Share from Schedule One.
- 2) For each month/year, indicate the projected reimbursement request amount for **State Funds Only** (use whole dollars only, e.g. \$540 or \$1,300).
- 3) Continue the process by entering a Zero (Ø) in the month/year for which no reimbursement is anticipated and/or a dollar amount of the reimbursement, until the total State funds are accounted for in the cash flow.

**Total State Funds: \$162,000.00**

**Projected Reimbursement Requests / State Cash Flow**

<i>Calendar Year</i>	Jan	Feb	Mar	Apr	May	Jun
2015	\$	\$	\$	\$	\$	\$
2016	\$	\$	\$	\$	\$	\$
2017	\$	\$	\$	\$	\$	\$
2018	\$	\$	\$	\$	\$	\$
2019	\$	\$	\$	\$	\$	\$
<i>Calendar Year</i>	Jul	Aug	Sep	Oct	Nov	Dec
2015	\$	\$	\$	\$	\$	\$
2016	\$	\$	\$	\$	\$	\$
2017	\$	\$	\$	\$	\$	\$
2018	\$	\$	\$	\$	\$	\$
2019	\$	\$	\$	\$	\$	\$

**Grants expire 4 years from the date of the grant offer. The Sponsor shall schedule the work to be completed within the 4 years.**

**Schedule Three**  
**Design/Construction Project Milestones**

**Milestone Duration Guidelines**

The below duration periods are intended to provide guidelines for you to consider. These are average time periods (in calendar days), but it is understood these periods may vary by Sponsor and Project, and are subject to modification. If an entry on the form is not applicable, write N/A.

- 1) The Consultant Selection Phase for all Projects, regardless of type, is approximately ninety (90) days but should not exceed one hundred eighty (180) days.
- 2) The Design/Engineering Phase is subject to the type and complexity of the Project, however, most designs can be accomplished within one hundred eighty (180) days to two hundred and seventy (270) days.
- 3) The Bidding Phase typically should be sixty (60) days or less.
- 4) The Construction Phase is dependent upon the type of Project, the airport traffic, and the available construction season, generally ninety (90) days to three hundred sixty (360) days.
- 5) The State review periods should be fifteen (15) days.

**Design/Construction Milestone Schedule**

<b>Milestones</b>	<b>Duration # of Days</b>	<b>Start Date</b>		<b>Completion Date</b>	
		Proposed	Actual	Proposed	Actual
<b>Consultant Selection Phase</b>					
Submit Scope for State Review/Approval*					
Submit Contract for State Review/Approval					
Award Consultant Contract					
<b>Design &amp; Engineering Phase</b>					
Sponsor Issue Notice to Proceed/Start Design					
Conduct 30% Design Review/Approval					
Conduct Final Design Review/Bid Set Submitted (100%) for Review/Approval					
<b>Bidding Phase</b>					
Bid Set Submitted (100%) for Review/Approval					
Issue Invitation for Bids					
Submit Bid Tab for State Review/Approval					
Award Construction Contract/Submit to the State					
<b>Construction Phase</b>					
Pre-Construction Meeting					
Issue NTP – Begin Construction					
Final Inspection					
Submit As-Builts & Final Documentation					
Submit Final Reimbursement Request and Sponsor Closeout Letter					

\* The solicitation for qualifications and the service agreements must contain a list of projects, including this grant project, per A.R.S. 34-Chapter 6.



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## Memorandum of Understanding

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### Memorandum of Understanding

Between

Arizona Department of Revenue

and

City/Town of \_\_\_\_\_

#### **Background**

Administration and collection of local municipal transaction privilege tax and similar affiliated excise taxes imposed under the Model City Tax Code are governed under Arizona Revised Statutes Title 42, Chapter 6.

House Bill 2111 (2013 First Regular Session) and House Bill 2389 (2014 Second Regular Session), as a means of simplifying tax administration, requires the local municipal transaction privilege and affiliated excise taxes to be collected and administered by the Arizona Department of Revenue ("DOR"). In addition, DOR and each city and town shall enter into an intergovernmental agreement to establish a uniform method of administration, collection, audit, and licensing. House Bill 2617 (2015 First Regular Session) requires DOR to impose fees on cities and towns to pay a portion of administrative, program and other operating costs for DOR to provide administrative and collection services to local governments.

#### **Purpose**

In furtherance of this mission and the fees imposed by House Bill 2617, this Memorandum of Understanding (MOU) sets forth the understanding between the DOR and the City/Town of \_\_\_\_\_ ("City/Town") to establish performance measures to promote the timely, efficient and accurate processing of municipal tax matters.

#### **Reporting**

Appendix A, which was created by a team of representatives from DOR and the cities and towns, focuses on the performance measures in the operational areas of Administration, Customer Service, AZTAXES.gov, Audit, and Collections.

#### **Duration**

The term of this MOU shall be from July 1, 2015 through June 30, 2016.

#### **Annual Review**

During the term of this MOU, the Appendix A may undergo an annual review to be completed no later than March 31<sup>st</sup> of each year, however can be delayed or canceled if

determined no review is necessary. The performance measures may be modified by DOR and the cities and towns upon mutual agreement during the annual review process. These performance measures are goals. Payments due from cities and towns are required by law, and not contingent upon DOR meeting the goals.

Arizona Department of Revenue  
Attn: Director, Division Code 20  
1600 W. Monroe  
Phoenix, AZ 85007

City/Town of \_\_\_\_\_  
City Address \_\_\_\_\_

\_\_\_\_\_  
Date: \_\_\_\_\_  
Director  
Arizona Department of Revenue

\_\_\_\_\_  
Date: \_\_\_\_\_  
Chief Financial Officer/Finance Director  
City/Town of \_\_\_\_\_

determined no review is necessary. The performance measures may be modified by DOR and the cities and towns upon mutual agreement during the annual review process. These performance measures are goals. Payments due from cities and towns are required by law, and not contingent upon DOR meeting the goals.

Arizona Department of Revenue  
Attn: Director, Division Code 20  
1600 W. Monroe  
Phoenix, AZ 85007

City/Town of \_\_\_\_\_  
City Address \_\_\_\_\_

\_\_\_\_\_  
Date: \_\_\_\_\_  
Director  
Arizona Department of Revenue

\_\_\_\_\_  
Date: \_\_\_\_\_  
Chief Financial Officer/Finance Director  
City/Town of \_\_\_\_\_



**Performance Category      Goal/Objective      Appendix A      Performance Measurement      Report      Additional Info**  
**Frequency**

**Administration**

New licenses processed	To process new license applications within 5 days of receipt	1. average # of days to process a new license application 2. % of new license applications processed within 5 days of receipt	Monthly	
License Modifications/Cancellations	To process license modifications/cancellations received by the 25th of the month by the end of the month.	# of license modifications/cancellations remaining at the end of the month	Monthly	
Clean cut off by calendar month activity on all monthly activity reports	DOR will ensure that all money deposited within a calendar month and all returns received within a calendar month will be processed within that accounting month and money distributed for that month.	1. Close the previous accounting month by the 15th of the following month. 2. Beginning January, 2016, to distribute money from 2 accounting months during the first 2 weeks of the new accounting month.	Monthly	
All TPT Tax Returns processed including amendments, modifications, adjustments, etc.	To process all TPT tax returns within an average of 4 calendar days.	Average # of days to process a TPT tax return/% of TPT tax returns processed within 4 calendar days	Monthly	
TPT Deposits	Payments processed and deposited within 24 hours of receipt	Average # of days to deposit TPT money	Monthly	
Distribution or Allocation errors	Notify affected cities of distribution or allocation error within 5 business days of identification	As needed		
Month End City Journals	To complete the month-end reconciliation process and issue the City Payment Journals by the 15th of the next calendar (accounting) month.	1. Number of calendar days to issue the City Payment Journal. 2. Percent of months in which report was issued prior to the 15th calendar day of the month.	Monthly	

**Customer Service**

Cities Unit - Request for Research	To provide feedback to city requests for research by establishing contact with Cities Unit employee within 10 days.	1. Average # of days to provide feedback to city requests for research. 2. # of days for resolution of city request.	Monthly	
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**Appendix A**  
**Performance Category**      **Goal/Objective**      **Performance Measurement**      **Report Frequency**      **Additional Info**

Cities Unit – Request for Research - License Compliance	To respond to city requests for license information within 5 days of request	Average # of days to respond to a city request for license information	Monthly	Report fields to include, but not limited to; Business Name, Business Address, Owner Information.
TIA - Incoming Calls from Businesses	To respond to business taxpayer calls within 15 minutes.	Average # of minutes to respond to a business taxpayer call	Monthly	

**AZTaxes**

Electronic return filings	To increase the percentage of TPT taxpayers who file electronically to 40%	% of TPT taxpayers who file electronically	Monthly	June 2015: 24%
AZTaxes online and available	To ensure that AZTaxes.gov is available for taxpayers use 24/7	% of time AZTaxes.gov is available	Monthly	

**Audit**

Comprehensive Audit Report(s) that includes the following items: a. Planned Audits b. Request for Audits c. Audits in Progress for All Cities d. Completed Audits for All Cities/towns e. VDAs f. Managed Audits g. Audit Penalty Waivers h. Refund Requests i. Protests j. Settlements/Closing Agreements In State Audits (Field & Desk Review)	To produce a comprehensive audit report bi-monthly to disseminate at the bi-monthly UAC meeting or email to non-UAC member cities.	1. Comprehensive TPT Audit Report designed by the UAC meeting in September, 2015. 2. % of bi-monthly UAC meetings in which report was ready for discussion.	Bi-monthly	
		Average # of months to complete an In State audit/ % of In State audits completed within 7 months of opening the audit	Monthly	

**Appendix A**

**Performance Category      Goal/Objective      Performance Measurement      Report Frequency      Additional Info**

<b>Performance Category</b>	<b>Goal/Objective</b>	<b>Performance Measurement</b>	<b>Report Frequency</b>	<b>Additional Info</b>
<b>Administration</b>				
New licenses processed	To process new license applications within 5 days of receipt	1. average # of days to process a new license application 2. % of new license applications processed within 5 days of receipt	Monthly	
License Modifications/Cancellations	To process license modifications/cancellations received by the 25th of the month by the end of the month.	# of license modifications/cancellations remaining at the end of the month	Monthly	
Clean cut off by calendar month activity on all monthly activity reports	DOR will ensure that all money deposited within a calendar month and all returns received within a calendar month will be processed within that accounting month and money distributed for that month.	1. Close the previous accounting month by the 15th of the following month. 2. Beginning January, 2016, to distribute money from 2 accounting months during the first 2 weeks of the new accounting month.	Monthly	
All TPT Tax Returns processed including amendments, modifications, adjustments, etc.	To process all TPT tax returns within an average of 4 calendar days.	Average # of days to process a TPT tax return/% of TPT tax returns processed within 4 calendar days	Monthly	
TPT Deposits	Payments processed and deposited within 24 hours of receipt	Average # of days to deposit TPT money	Monthly	
Distribution or Allocation errors	Notify affected cities of distribution or allocation error within 5 business days of identification		As needed	
Month End City Journals	To complete the month-end reconciliation process and issue the City Payment Journals by the 15th of the next calendar (accounting) month.	1. Number of calendar days to issue the City Payment Journal. 2. Percent of months in which report was issued prior to the 15th calendar day of the month.	Monthly	

**Customer Service**

Cities Unit - Request for Research	To provide feedback to city requests for research by establishing contact with Cities Unit employee within 10 days.	1. Average # of days to provide feedback to city requests for research. 2. # of days for resolution of city request.	Monthly	
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**Appendix A**  
**Performance Category**      **Goal/Objective**      **Performance Measurement**      **Report Frequency**      **Additional Info**

Out of State Audits		Average # of months to complete an Out of State Audit/% of Out of State Audits completed within 18 months of opening the audit	Monthly	
License Compliance/Enforcement		Report to be designed by September 2015 UAC meeting based upon License Compliance database. Consideration being given to sharing of data between DOR and cities and towns with licensing programs.	Monthly	
Audit Assessments	To process an audit conducted by city/town within 10 business days of receiving a complete and accurate file	Average # of days to process an audit conducted by city/town once a complete and accurate file was received	Monthly	

**Collections**

DOR Comprehensive Collections Report that includes the following information: <ul style="list-style-type: none"> <li>a. Payment Plans</li> <li>b. Liens</li> <li>c. Levies</li> <li>d. Judgments</li> <li>e. Bankruptcies</li> </ul>	To provide Collections information pertaining to TPT accounts by the end of the following week:  <ul style="list-style-type: none"> <li>Identifies accounts on payment plans</li> <li>Identifies accounts with filed liens</li> <li>Identifies accounts that have been</li> <li>Identifies accounts that have judgments filed</li> <li>Identifies accounts in bankruptcy status</li> </ul>	1. # of reports issued weekly 2. % of weeks	Weekly	Modification of existing DOR internal report to include Status, total AR balance, etc. (Cannot be distinguished by city/town balances). Open/Closed/In Progress Collection Cases  DOR does very few, if any, TPT  Modification of existing DOR internal report to include Status, total AR
Liquor Tag	To provide Collections information pertaining to TPT accounts with a Liquor Tax by the end of the following week.	1. # of reports issued weekly 2. % of weeks report was issued	Weekly	DOR will have to issue a separate report for Liquor Tag information.
Accounts Receivable - Aging Report		Summary report of TPT activity	Monthly	



**Performance Category**

**Goal/Objective**

**Appendix A**

**Performance Measurement**

**Report Frequency**

**Additional Info**

**REPORTS FROM DOR**

New License Report (modification of existing report)	To issue report each week by noon on Tuesday via FTP to city/town	1. # of reports issued by noon on Tuesday of each week 2. % of weeks in which reports were issued by noon on Tuesday	Weekly	All reports are listed in the IGA
License Update Report (new report)	To issue report each week by noon on Tuesday via FTP to city/town	1. # of reports issued by noon on Tuesday of each week 2. % of weeks in which reports were issued by noon on Tuesday	Weekly	
City/town Payment Journal Detail (CPJ) (modification of existing report)	To issue report each week by noon on Tuesday via FTP to city/town	1. # of reports issued by noon on Tuesday of each week 2. % of weeks in which reports were issued by noon on Tuesday	Weekly	
City/town Payment Journal Summary (modification of existing report)	To issue report each week by noon on Tuesday via FTP to city/town	1. # of reports issued by the 15th calendar day of the following month 2. % of months in which report was issued prior to the 15th calendar day of the month	Monthly	Filed and not paid/Licensed but not filed
No money report (new report, data currently shown on CPJ) also includes delinquency information	To issue report within 15 calendar days after the close of the preceding month via FTP to city/town	1. # of reports issued by noon on Tuesday of each week 2. % of weeks in which reports were issued by noon on Tuesday	Weekly	
Fund Distribution Report with 100% accuracy	To issue report each week by noon on Tuesday via FTP to city/town	1. # of reports issued by noon on Tuesday of each week 2. % of weeks in which reports were issued by noon on Tuesday	Weekly	
Fund Distribution Summary Report (new report)	To issue report each week by noon on Tuesday via FTP to city/town	1. # of reports issued by noon on Tuesday of each week 2. % of weeks in which reports were issued by noon on Tuesday	Weekly	
Deduction Report (new report)	To issue report each week by noon on Tuesday via FTP to city/town	1. # of reports issued by noon on Tuesday of each week 2. % of weeks in which reports were issued by noon on Tuesday	Weekly	

**SLUG Reporting**

Create system for cities to appeal to SLUG	To create a process for town/city to appeal to SLUG	The process is documented by January 1, 2016		
Select SLUG members	To select the members of SLUG committee by January 1, 2016	Members selected and documented by January 1, 2016		

**Appendix A**

**Performance Category      Goal/Objective      Performance Measurement      Report Frequency      Additional Info**

Out of State Audits		Average # of months to complete an Out of State Audit/% of Out of State Audits completed within 18 months of opening the audit	Monthly	
License Compliance/Enforcement		Report to be designed by September 2015 UAC meeting based upon License Compliance database. Consideration being given to sharing of data between DOR and cities and towns with licensing programs.	Monthly	
Audit Assessments	To process an audit conducted by city/town within 10 business days of receiving a complete and accurate file	Average # of days to process an audit conducted by city/town once a complete and accurate file was received	Monthly	

**Collections**

DOR Comprehensive Collections Report that includes the following information:	To provide Collections information pertaining to TPT accounts by the end of the following week.	1. # of reports issued weekly 2. % of weeks report was issued	Weekly	Modification of existing DOR internal report to include Status, total AR balance, etc. (Cannot be distinguished by city/town balances). Open/Closed/In Progress Collection Cases
a. Payment Plans	Identifies accounts on payment plans			
b. Liens	Identifies accounts with filed liens			
c. Levies	Identifies accounts that have been			
d. Judgments	Identifies accounts that have judgments filed			
e. Bankruptcies	Identifies accounts in bankruptcy status			DOR does very few, if any, TPT
Liquor Tag	To provide Collections information pertaining to TPT accounts with a Liquor Tax by the end of the following week.	1. # of reports issued weekly 2. % of weeks report was issued	Weekly	Modification of existing DOR internal report to include Status, total AR  DOR will have to issue a separate report for Liquor Tag information.
Accounts Receivable - Aging Report		Summary report of TPT activity	Monthly	



Multimodal Planning

Douglas A. Ducey, Governor  
John S. Halikowski, Director  
Michael Kies, Assistant Director

July 10, 2015

Mr. Ray Alley  
City Manager  
City of Holbrook  
P. O. Box 970  
Holbrook, AZ 86025

Re: Airport Development Reimbursable Grant Agreement  
Holbrook Municipal Airport  
ADOT Grant E6S1U

Dear Mr. Alley:

On June 19, 2015, the State Transportation Board approved Arizona Department of Transportation (ADOT) grant number E6S1U for \$162,000.00 for Fiscal Year 2016 funding. This state grant is for the following project: **RSA Grading (7,178 ft x 120 ft)**.

Enclosed are two Airport Development Reimbursable Grant Agreements including Exhibits A through C. Please fill out the forms in their entirety including appropriate dates, cost details, committed local funds, and identification of the person authorized to receive grant funds. Please **DO NOT DATE** the agreement in Part One on page one. Remember to include an ALP based drawing clearly depicting the project location and scope. Both completed and signed original Agreements must be returned to ADOT no later than four (4) months from the date of this letter.

It is the Sponsor's responsibility to understand and adhere to the requirements of the Grant Agreement. Please reference the ADOT grant number as well as the Federal Aviation Administration's AIP number, if applicable, on all correspondence and/or documents related to this project.

Please send ADOT a copy of your General Services Agreement (or appropriate contract) for professional services including the scope of work or task order for this project. A grant process checklist has been included to help track all required submittals and coordination with ADOT throughout the life of the grant.

If you have any questions, please contact Mr. Kenneth S. Potts at [KPotts@azdot.gov](mailto:KPotts@azdot.gov) or (602) 712-7597.

Sincerely,

Michael Klein, A.A.E.  
Aeronautics Group Manager

Enclosures



**City of Holbrook**  
**Resolution No. 15-04**  
**RESOLUTION FOR THE ADOPTION OF THE BUDGET**

**Fiscal Year 2015-2016**

WHEREAS, in accordance with the provisions of Title 42 Sections 301, 302, 303 and 304, A.R.S., the City Council did, on June 23, 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

RESOLVED, that the said estimates of revenues and expenditures/expenses shown on the accompanying schedules as now increased, reduced, or changed by and the same are hereby adopted as the budget of the City of Holbrook for the fiscal year 2015-2016.

Passed by the Holbrook City Council, this 11th day of August 2015.

Approved:

\_\_\_\_\_  
Bobby Tyler, Mayor

ATTEST:

\_\_\_\_\_  
Cher Reyes, Clerk



**OFFICIAL BUDGET FORMS**

**CITY/TOWN OF HOLBROOK**

**Fiscal Year 2016**

**CITY/TOWN OF HOLBROOK**

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

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Schedule D—Other Financing Sources/Uses and Interfund Transfers

Schedule E—Expenditures/Expenses by Fund

Schedule F—Expenditures/Expenses by Department (as applicable)

Schedule G—Full-Time Employees and Personnel Compensation

**CITYTOWN OF HOLBROOK**  
**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		Adopted/Adjusted Budgeted Expenditures/Expenses*	4,364,610	3,259,661	0	0	0	2,408,128	0	0	0	10,032,399
2015		Actual Expenditures/Expenses**	4,195,248	1,554,161	0	0	0	2,352,432	0	0	0	8,101,841
2016		Fund Balance/Net Position at July 1***										0
2016		Primary Property Tax Levy	0									0
2016		Secondary Property Tax Levy										0
2016		Estimated Revenues Other than Property Taxes	6,228,008	2,580,411	0	0	0	1,901,000	0	0	0	10,709,419
2016		Other Financing Sources	0	0	0	0	0	0	0	0	0	0
2016		Other Financing (Uses)	0	0	0	0	0	0	0	0	0	0
2016		Interfund Transfers In	0	245,571	0	0	0	410,292	0	0	0	655,863
2016		Interfund Transfers (Out)	655,863	0	0	0	0	0	0	0	0	655,863
2016		Reduction for Amounts Not Available:										
		LESS: Amounts for Future Debt Retirement:										0
2016		Total Financial Resources Available	5,572,145	2,825,982	0	0	0	2,311,292	0	0	0	10,709,419
2016		Budgeted Expenditures/Expenses	5,572,145	2,825,982	0	0	0	2,311,292	0	0	0	10,709,419

**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
	\$ 10,032,399	\$ 10,709,419
	10,032,399	10,709,419
	\$ 10,032,399	\$ 10,709,419
	\$	\$

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

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

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

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

**CITY/TOWN OF HOLBROOK**  
**Tax Levy and Tax Rate Information**  
**Fiscal Year 2016**

	<b>2015</b>	<b>2016</b>
1. Maximum allowable primary property tax levy. A.R.S. §42-17051(A)	\$ 70,949	\$ 72,368
2. Amount received from primary property taxation in the <b>current year</b> in excess of the sum of that year's maximum allowable primary property tax levy. A.R.S. §42-17102(A)(18)	\$ _____	
3. Property tax levy amounts		
A. Primary property taxes	\$ _____	\$ _____
B. Secondary property taxes	\$ _____	\$ _____
C. Total property tax levy amounts	\$ _____	\$ _____
4. Property taxes collected*		
A. Primary property taxes		
(1) <b>Current</b> year's levy	\$ _____	
(2) Prior years' levies	\$ _____	
(3) Total primary property taxes	\$ _____	
B. Secondary property taxes		
(1) <b>Current</b> year's levy	\$ _____	
(2) Prior years' levies	\$ _____	
(3) Total secondary property taxes	\$ _____	
C. Total property taxes collected	\$ _____	
5. Property tax rates		
A. City/Town tax rate		
(1) Primary property tax rate	_____	_____
(2) Secondary property tax rate	_____	_____
(3) Total city/town tax rate	_____	_____
B. Special assessment district tax rates		

Secondary property tax rates - As of the date the proposed budget was prepared, the city/town was operating \_\_\_\_\_ special assessment districts for which secondary property taxes are levied. For information pertaining to these special assessment districts and their tax rates, please contact the city/town.

\* Includes actual property taxes collected as of the date the proposed budget was prepared, plus estimated property tax collections for the remainder of the fiscal year.

**CITY/TOWN OF HOLBROOK**  
**Revenues Other Than Property Taxes**  
**Fiscal Year 2016**

SOURCE OF REVENUES	ESTIMATED REVENUES 2015	ACTUAL REVENUES* 2015	ESTIMATED REVENUES 2016
<b>GENERAL FUND</b>			
<b>Local taxes</b>			
City Sales Tax	\$ 3,595,942	\$ 3,365,609	\$ 3,773,000
Lodgers Tax	143,245	157,316	165,000
<b>Licenses and permits</b>			
Franchise Revenues	133,749	122,603	120,000
Building Permits	6,208	12,167	8,000
<b>Intergovernmental</b>			
State Sales Tax	503,782	458,908	482,729
Urban Revenue Sharing	672,867	611,697	608,381
Vehicle License Tax	277,451	265,453	282,676
Navajo County Flood Control	50,000	50,000	50,000
<b>Charges for services</b>			
Golf Course	26,600	29,732	31,000
Library	3,602	3,656	2,500
Cemetery	41,592	39,576	16,000
Fitness	21,687	21,770	21,000
Recreation	14,628	17,485	10,000
Airport	53,880	58,691	56,000
Police	7,202	7,849	5,000
Dog Pound	17,095	17,960	14,000
<b>Fines and forfeits</b>			
Court Fines	43,096	35,728	32,000
<b>Interest on investments</b>			
Interest Earnings	7,691	6,453	8,000
<b>In-lieu property taxes</b>			
<b>Contributions</b>			
Voluntary contributions			
<b>Miscellaneous</b>			
Auction			4,000
Employee Related	22,302	22,240	23,722
Miscellaneous	24,064	30,067	15,000
Contingencies			500,000
<b>Total General Fund</b>	<b>\$ 5,666,683</b>	<b>\$ 5,334,960</b>	<b>\$ 6,228,008</b>

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





**CITY/TOWN OF HOLBROOK**  
**Other Financing Sources/<Uses> and Interfund Transfers**  
**Fiscal Year 2016**

FUND	OTHER FINANCING 2016		INTERFUND TRANSFERS 2016	
	SOURCES	<USES>	IN	<OUT>
<b>GENERAL FUND</b>				
To Water	\$	\$	\$	\$ 410,292
To HURF				170,982
To Grants				74,589
<b>Total General Fund</b>	\$	\$	\$	\$ 655,863
<b>SPECIAL REVENUE FUNDS</b>				
HURF from General Fund	\$	\$	\$ 170,982	\$
Grants from General Fund			74,589	
<b>Total Special Revenue Funds</b>	\$	\$	\$ 245,571	\$
<b>DEBT SERVICE FUNDS</b>				
	\$	\$	\$	\$
<b>Total Debt Service Funds</b>	\$	\$	\$	\$
<b>CAPITAL PROJECTS FUNDS</b>				
	\$	\$	\$	\$
<b>Total Capital Projects Funds</b>	\$	\$	\$	\$
<b>PERMANENT FUNDS</b>				
	\$	\$	\$	\$
<b>Total Permanent Funds</b>	\$	\$	\$	\$
<b>ENTERPRISE FUNDS</b>				
Water from General Fund	\$	\$	\$ 410,292	\$
<b>Total Enterprise Funds</b>	\$	\$	\$ 410,292	\$
<b>INTERNAL SERVICE FUNDS</b>				
	\$	\$	\$	\$
<b>Total Internal Service Funds</b>	\$	\$	\$	\$
<b>TOTAL ALL FUNDS</b>	\$	\$	\$ 655,863	\$ 655,863

**CITY/TOWN OF HOLBROOK**  
**Expenditures/Expenses by Fund**  
**Fiscal Year 2016**

FUND/DEPARTMENT	ADOPTED BUDGETED EXPENDITURES/ EXPENSES 2015	EXPENDITURE/ EXPENSE ADJUSTMENTS APPROVED 2015	ACTUAL EXPENDITURES/ EXPENSES* 2015	BUDGETED EXPENDITURES/ EXPENSES 2016
<b>GENERAL FUND</b>				
City Council	\$ 66,411	\$	\$ 52,655	\$ 65,410
Administration	578,083		527,846	1,169,957
Safety	15,996		4,649	78,607
Lodgers	180,000		159,138	177,000
Library	212,218		193,825	249,814
Parks and Recreation	424,177		426,720	569,423
Golf Course	230,952		240,480	282,308
Animal Control	72,273		68,573	86,390
Police	1,930,616		1,886,594	2,174,900
Fire	166,260		153,663	166,260
Facilities/Levee	95,559		85,083	95,445
Fleet Management	155,014		131,337	150,584
Airport	82,000		49,850	87,000
Magistrate	28,597		28,837	63,676
Senior Center	79,938		76,352	80,371
Capital		46,516	109,646	75,000
<b>Total General Fund</b>	<b>\$ 4,318,094</b>	<b>\$ 46,516</b>	<b>\$ 4,195,248</b>	<b>\$ 5,572,145</b>
<b>SPECIAL REVENUE FUNDS</b>				
Impound	\$ 8,300	\$	\$ 3,372	\$ 16,000
HURF	1,447,972		1,243,005	814,648
Grants	1,765,389		307,384	1,954,334
JCEF	27,000			28,000
State Fill The Gap	11,000		400	13,000
<b>Total Special Revenue Funds</b>	<b>\$ 3,259,661</b>	<b>\$</b>	<b>\$ 1,554,161</b>	<b>\$ 2,825,982</b>
<b>DEBT SERVICE FUNDS</b>				
	\$	\$	\$	\$
<b>Total Debt Service Funds</b>	<b>\$</b>	<b>\$</b>	<b>\$</b>	<b>\$</b>
<b>CAPITAL PROJECTS FUNDS</b>				
	\$	\$	\$	\$
<b>Total Capital Projects Funds</b>	<b>\$</b>	<b>\$</b>	<b>\$</b>	<b>\$</b>
<b>PERMANENT FUNDS</b>				
	\$	\$	\$	\$
<b>Total Permanent Funds</b>	<b>\$</b>	<b>\$</b>	<b>\$</b>	<b>\$</b>
<b>ENTERPRISE FUNDS</b>				
Water	\$ 667,014	\$	\$ 705,538	\$ 637,820
Sewer	1,016,796		981,118	1,053,215
Sanitation	724,318		665,776	620,257
<b>Total Enterprise Funds</b>	<b>\$ 2,408,128</b>	<b>\$</b>	<b>\$ 2,352,432</b>	<b>\$ 2,311,292</b>
<b>INTERNAL SERVICE FUNDS</b>				
	\$	\$	\$	\$
<b>Total Internal Service Funds</b>	<b>\$</b>	<b>\$</b>	<b>\$</b>	<b>\$</b>
<b>TOTAL ALL FUNDS</b>	<b>\$ 9,985,883</b>	<b>\$ 46,516</b>	<b>\$ 8,101,841</b>	<b>\$ 10,709,419</b>

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

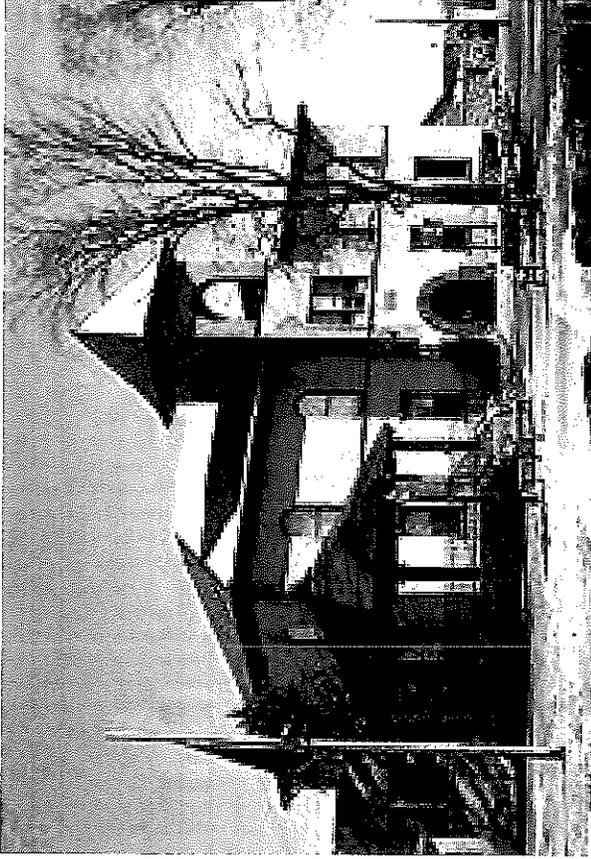


**CITY/TOWN OF HOLBROOK**  
**Full-Time Employees and Personnel Compensation**  
**Fiscal Year 2016**

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
<b>GENERAL FUND</b>	40	\$ 1,850,690	\$ 622,576	\$ 434,939	\$ 195,724	\$ 3,103,930
<b>SPECIAL REVENUE FUNDS</b>						
Streets	7	\$ 232,349	\$ 24,265	\$ 73,625	\$ 40,827	\$ 371,065
Grants	1	42,000	30,194	39,471	5,280	116,945
<b>Total Special Revenue Funds</b>	8	\$ 274,349	\$ 54,458	\$ 113,096	\$ 46,107	\$ 488,010
<b>DEBT SERVICE FUNDS</b>						
		\$	\$	\$	\$	\$
<b>Total Debt Service Funds</b>		\$	\$	\$	\$	\$
<b>CAPITAL PROJECTS FUNDS</b>						
		\$	\$	\$	\$	\$
<b>Total Capital Projects Funds</b>		\$	\$	\$	\$	\$
<b>PERMANENT FUNDS</b>						
		\$	\$	\$	\$	\$
<b>Total Permanent Funds</b>		\$	\$	\$	\$	\$
<b>ENTERPRISE FUNDS</b>						
Sanitation	5	\$ 149,022	\$ 17,093	\$ 39,856	\$ 19,381	\$ 225,352
Water	4	203,446	22,316	61,448	22,161	309,370
WasteWater	5	208,307	23,893	45,945	22,677	300,822
<b>Total Enterprise Funds</b>	14	\$ 560,775	\$ 63,301	\$ 147,249	\$ 64,219	\$ 835,545
<b>INTERNAL SERVICE FUND</b>						
		\$	\$	\$	\$	\$
<b>Total Internal Service Fund</b>		\$	\$	\$	\$	\$
<b>TOTAL ALL FUNDS</b>	62	\$ 2,685,814	\$ 740,336	\$ 695,284	\$ 306,050	\$ 4,427,485

SCHEDULE G

**Final**



**OFFICIAL BUDGET FORMS**

**CITY OF HOLBROOK**

**Fiscal Year 2016**

CITY OF HOLBROOK

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## ***FY 15/16 Summary of Proposed Changes***

Moved Doyce from HURF to Community Development/Safety  
Moved Mike Young to Admin from HURF  
includes an increase from in medical coverage of 2.86%  
includes an increase of PSPRS from 46.12% to 71.89%  
includes an increase in magistrate with MOU to county  
Added a position at Golf Course  
Added part time position to Library  
Added a Grant funded position for School Resource officer  
Updated expenses thru May 25th. Including updates to utilities

# *FY 15/16 Summary of Proposed Revenues*

Fund	14/15 Budget	14/15 Actual	14/15 Projected	15/16 Budget	Change
General Fund	4,318,095	4,334,237	4,732,042	5,572,145	1,254,050
Utility	2,408,128	2,164,066	2,320,127	2,311,292	(96,836)
HURF	1,447,972	1,237,732	1,294,794	814,648	(633,324)
Grants	1,765,389	213,073	179,266	1,954,334	188,945
IMPOUND	8,300	10,450	10,450	16,000	7,700
JCEF	27,000	1,613	1,613	28,000	1,000
STATE FILL THE GAP	11,000	1,311	1,311	13,000	2,000
<b>Grand Totals</b>	<b>9,985,884</b>	<b>7,962,482</b>	<b>8,539,604</b>	<b>10,709,419</b>	<b>723,534</b>

# *FY 15/16 Summary of Proposed Revenues*

Fund	14/15 Budget	14/15 Actual	14/15 Projected	15/16 Budget	Change
General Fund	4,318,095	4,334,237	4,732,042	5,572,145	1,254,050
Utility	2,408,128	2,164,066	2,320,127	2,311,292	(96,836)
HURF	1,447,972	1,237,732	1,294,794	814,648	(633,324)
Grants	1,765,389	213,073	179,266	1,954,334	188,945
IMPOUND	8,300	10,450	10,450	16,000	7,700
JCEF	27,000	1,613	1,613	28,000	1,000
STATE FILL THE GAP	11,000	1,311	1,311	13,000	2,000
<b>Grand Totals</b>	<b>9,985,884</b>	<b>7,962,482</b>	<b>8,539,604</b>	<b>10,709,419</b>	<b>723,534</b>

## *FY 15/16 Summary of Projected Expenses*

Fund	14/15 Budget	14/15 Actual	14/15 Projected	15/16 Budget	Change
General Fund	4,438,093	4,195,249	4,195,249	5,572,145	1,134,052
Utility	2,408,128	2,352,433	2,352,433	2,311,292	(96,836)
IMPOUND	8,300	3,372	3,372	16,000	7,700
HURF	1,447,972	1,243,005	1,243,005	814,648	(633,324)
Grants	1,765,389	307,384	180,604	1,954,334	188,945
JCEF	27,000	0	0	28,000	1,000
STATE FILL THE GAP	11,000	400	400	13,000	2,000
	<b>10,105,883</b>	<b>8,101,842</b>	<b>7,975,063</b>	<b>10,709,419</b>	<b>603,536</b>

# FY 15/16 Summary of Projected Expenses

Fund	Department	14/15 Budget	14/15 Actual	14/15 Projected	15/16 Budget	Change
General Fund	City Council	66,411	52,655	52,655	65,410	(1,000)
General Fund	Administration	578,083	527,846	527,846	1,169,957	591,874
General Fund	Safety	15,996	4,649	4,649	78,607	62,611
General Fund	Lodgers	180,000	159,138	159,138	177,000	(3,000)
General Fund	Library	212,218	193,825	193,825	249,814	37,596
General Fund	Parks and Recreation	424,177	426,720	426,720	569,423	145,246
General Fund	Golf Course	230,952	240,480	240,480	282,308	51,356
General Fund	Animal Control	72,273	68,573	68,573	86,390	14,118
General Fund	Police	1,930,616	1,886,594	1,886,594	2,174,900	244,284
General Fund	Fire	166,260	153,663	153,663	166,260	0
General Fund	Facilities/Levee	95,559	85,083	85,083	95,445	(113)
General Fund	Fleet Management	155,014	131,337	131,337	150,584	(4,430)
General Fund	Airport	82,000	49,850	49,850	87,000	5,000
General Fund	Magistrate	28,597	28,837	28,837	63,676	35,079
General Fund	Senior Center	79,938	76,352	76,352	80,371	433
General Fund	Capital	120,000	109,646	109,646	75,000	(45,000)
General Fund	Debt Service	0	0	0	0	0
<b>Total General Fund</b>		<b>4,438,093</b>	<b>4,195,249</b>	<b>4,195,249</b>	<b>5,572,145</b>	<b>1,134,052</b>

<b>Fund</b>	<b>Department</b>	<b>14/15 Budget</b>	<b>14/15 Actual</b>	<b>14/15 Projected</b>	<b>15/16 Budget</b>	<b>Change</b>
JCEF	Magistrate	27,000	0	0	28,000	(1,000)
	<b>Total JCEF Fund</b>	<b>27,000</b>	<b>0</b>	<b>0</b>	<b>28,000</b>	<b>(1,000)</b>
<b>Fund</b>	<b>Department</b>	<b>14/15 Budget</b>	<b>14/15 Actual</b>	<b>14/15 Projected</b>	<b>15/16 Budget</b>	<b>Change</b>
STATE FILL THE GAP	Magistrate	11,000	400	400	13,000	(2,000)
	<b>Total State Fill the Gap Fund</b>	<b>11,000</b>	<b>400</b>	<b>400</b>	<b>13,000</b>	<b>(2,000)</b>

## FY 15/16 Summary of Projected Expenses

<u>Acct No</u>	<u>Account Description</u>	<u>14/15 Budget</u>	<u>14/15 Actual</u>	<u>14/15 Projected</u>	<u>15/16 Budget</u>	<u>Change</u>
001-DDD-5011	WAGES & SALARIES - REGULAR	2,375,845	2,397,184	2,397,184	2,549,315	173,470
001-DDD-5012	TEMPORARY EMPLOYEES/Retirements	80,915	91,078	91,078	96,435	15,520
001-DDD-5013	OVERTIME	108,461	105,675	105,675	110,385	1,924
001-DDD-5014	FICA	193,030	186,274	186,274	202,657	9,627
001-DDD-5015	RETIREMENT	119,265	116,889	116,889	168,169	48,905
001-DDD-5016	STATE RETIREMENT LTD	352,951	314,395	314,395	351,814	(1,137)
001-DDD-5017	HEALTH INSURANCE	293,235	275,280	275,280	369,739	76,504
001-DDD-5018	WORKERS COMPENSATION	65,868	53,404	53,404	100,125	34,257
001-DDD-5019	OTHER PERSONNEL COSTS	1,342,466	1,325,476	1,325,476	1,509,539	167,073
	<b>PAYROLL SUBTOTAL</b>	<b>4,932,036</b>	<b>4,865,655</b>	<b>4,865,655</b>	<b>5,458,177</b>	<b>526,142</b>
001-DDD-5021	OFFICE & JANITORIAL SUPPLIES	29,500	20,773	20,773	31,750	2,250
001-DDD-5022	SMALL TOOLS & MINOR EQUIPMENT	12,500	7,291	7,291	12,750	250
001-DDD-5024	VEHICLE & EQUIPMENT PARTS	46,000	53,060	53,060	48,500	2,500
001-DDD-5025	VEHICLE LABOR	65,700	106,353	106,353	77,700	12,000
001-DDD-5026	MATERIALS & SUPPLIES	92,000	125,954	125,954	115,500	23,500
001-DDD-5027	FUEL	486,183	362,884	362,884	377,158	(109,025)
001-DDD-5030	OTHER SUPPLIES	109,000	91,724	91,724	94,000	(15,000)
001-DDD-5035	PUBLIC RELATIONS	250	351	351	250	0
001-DDD-5041	PROFESSIONAL & CONSULTING SERV	92,750	58,993	58,993	109,130	16,380
001-DDD-5042	MAILING & FREIGHT	79,450	107,839	107,839	106,450	27,000
001-DDD-5043	DUES/MEMBERSHIPS	98,900	78,565	78,565	101,400	2,500
001-DDD-5044	ADVERTISING AND PUBLICITY	16,725	15,392	15,392	15,825	(900)
001-DDD-5045	TRAVEL, CONFERENCE & TRAINING	111,786	97,234	97,234	111,285	(500)
001-DDD-5046	REPRODUCTION & PRINTING	38,400	33,973	33,973	47,680	9,280
001-DDD-5047	RENTAL & MAINTENANCE SERVICES	77,500	75,533	75,533	79,650	2,150
001-DDD-5048	UTILITIES	58,500	37,193	37,193	39,000	(19,500)
001-DDD-5049	CONTRACT SERVICES	310,500	316,752	316,752	269,000	(41,500)
001-DDD-5051	INSURANCE	286,497	274,281	274,281	322,176	35,679
001-DDD-5052	REPAIRS & MAINTENANCE	654,112	577,717	577,717	608,910	(45,202)
001-DDD-5054	FEES	393,500	269,727	269,727	412,240	18,740
001-DDD-5058	CONTINGENCIES EARNED REVENUE	294,500	261,746	261,746	813,000	518,500
001-DDD-5071	MACHINERY & EQUIPMENT	19,900	11,797	11,797	20,000	100
001-DDD-5074	RECORDS MANAGEMENT	923,018	776,577	776,577	458,464	(464,554)
	<b>OPERATIONS AND MAINTENANCE</b>	<b>4,297,171</b>	<b>3,761,709</b>	<b>3,761,709</b>	<b>4,271,819</b>	<b>(25,352)</b>
	<b>TOTALS</b>	<b>9,229,206</b>	<b>8,627,363</b>	<b>8,627,363</b>	<b>9,729,996</b>	<b>500,790</b>
	Percentage of Payroll to total budget	0.534394341	0.583979313	0.563978313	0.560963993	

# FY 15/16 Summary of Projected Expenses

Fund	Department	14/15 Budget	14/15 Actual	14/15 Projected	15/16 Budget	Change
General Fund		4,438,093	4,195,249	4,195,249	5,572,145	1,134,052
Utility		2,408,128	2,352,433	2,352,433	2,311,292	(96,836)
IMPOUND		8,300	3,372	3,372	16,000	7,700
HURF		1,447,972	1,243,005	1,243,005	814,648	(633,324)
Grants		1,765,389	307,384	180,604	1,954,334	188,945
JCEF		27,000	0	0	28,000	1,000
STATE FILL THE GAP		11,000	400	400	13,000	2,000
<b>Grand Totals</b>		<b>10,105,883</b>	<b>8,101,842</b>	<b>7,975,063</b>	<b>10,709,419</b>	<b>603,536</b>
Qualified Exemptions:						
Long Term obligation		409,509	409,509	409,509	410,292	782
Revenues from Interest		8,000	6,453	6,453	8,000	0
Trust or Agency accounts		0	0	0	0	0
Federal grants		1,750,800	213,073	179,266	1,879,745	128,945
Other grants and Aid		64,000	67,960	67,960	64,000	0
State appropriations		0	0	0	0	0
Transfers		0	0	0	0	0
Viewer approved Reserve Funds		0	0	0	0	0
HURF overage ( from 79-80)		388,574	411,976	469,038	424,456	35,882
Intergovernmental contracts		0	0	0	0	0
Hospital support ( Prior to Jan. 80)		0	0	0	0	0
Warrant payoffs ( Prior to July 79)		0	0	0	0	0
Reimbursements		0	0	0	0	0
Capital improvements from utility revenues		0	0	0	0	0
<b>Total Exemptions</b>		<b>2,620,883</b>	<b>1,108,970</b>	<b>1,132,227</b>	<b>2,786,492</b>	<b>165,609</b>
State Imposed Limit		6,927,830	6,927,830	6,927,830	6,921,507	(6,323)
One-time Override (approved by voters)		500,000	500,000	500,000	0	(500,000)
Alternative Expenditure Limit		9,985,884	7,962,482	8,539,604	10,709,419	723,534
Over/Under Limit State Impose Limit		57,170	(434,958)	(584,994)	1,001,420	944,250
Alternative Expenditure Limit		119,998	139,361	(564,542)	1	(119,998)
		346,391	346,391	346,391	346,075	(316)
		692,783	692,783	692,783	692,151	(632)

# FY 15/16 Proposed Budget

Revenues Fund	Department	14/15 Budget	14/15 Actual	14/15 Projected	15/16 Budget	Change
General Fund		4,318,095	4,334,237	4,732,042	5,572,145	1,254,050
Utility		2,408,128	2,164,066	2,320,127	2,311,292	(96,836)
IMPOUND		8,300	10,450	10,450	16,000	7,700
HURF		1,447,972	1,237,732	1,294,794	814,648	(633,324)
Grants		1,765,389	213,073	179,266	1,954,334	188,945
JCEF		27,000	1,613	1,613	28,000	1,000
STATE FILL THE GAP		11,000	1,311	1,311	13,000	2,000
<b>Grand Totals</b>		<b>9,985,884</b>	<b>7,962,482</b>	<b>8,539,604</b>	<b>10,709,419</b>	<b>723,534</b>

Expenses Fund	Department	14/15 Budget	14/15 Actual	14/15 Projected	15/16 Budget	Change
General Fund		4,438,093	4,195,249	4,195,249	5,572,145	1,134,052
Utility		2,408,128	2,352,433	2,352,433	2,311,292	(96,836)
IMPOUND		8,300	3,372	3,372	16,000	7,700
HURF		1,447,972	1,243,005	1,243,005	814,648	(633,324)
Grants		1,765,389	307,384	180,604	1,954,334	188,945
JCEF		27,000	0	0	28,000	1,000
STATE FILL THE GAP		11,000	400	400	13,000	2,000
<b>Grand Totals</b>		<b>10,105,883</b>	<b>8,101,842</b>	<b>7,975,063</b>	<b>10,709,419</b>	<b>603,536</b>

Revenues Over/Under Expenses Fund	Department	14/15 Budget	14/15 Actual	14/15 Projected	15/16 Budget	Change
General Fund		(119,998)	138,988	536,794	(0)	119,998
Utility		(0)	(188,367)	(32,306)	(0)	0
IMPOUND		0	7,078	7,078	0	0
HURF		0	(5,278)	51,789	(0)	(0)
Grants		0	(94,311)	(1,337)	0	0
JCEF		0	1,613	1,613	0	0
STATE FILL THE GAP		0	911	911	0	0
<b>Grand Totals</b>		<b>(119,998)</b>	<b>(139,361)</b>	<b>564,542</b>	<b>(1)</b>	<b>119,998</b>

# FY 15/16 Summary of Proposed Revenues

## GENERAL FUND

Acct No	Account Description	14/15 Budget	14/15 Actual	14/15 Projected	15/16 Budget	Change
001-000-4610	PROPERTY TAX-CURRENT (Property Tax Levy, maximum limit \$69,488)	0	1,972	1,972	0	0
001-000-4611	PROPERTY TAX-DELINQUENT	0	4,954	4,954	0	0
001-000-4612	CITY SALES TAX	3,150,000	3,365,609	3,671,573	3,773,000	623,000
001-000-4613	STATE SALES TAX	456,581	458,908	500,627	482,729	26,148
001-000-4614	URBAN REVENUE SHARING	611,661	611,697	667,306	608,381	(3,280)
001-000-4615	VEHICLE LICENSE TAX	275,838	265,453	289,585	282,676	6,838
001-000-4620	FRANCHISE REVENUES	120,000	122,603	122,603	120,000	0
001-000-4625	PERMITS	21,000	12,167	12,167	8,000	(13,000)
001-000-4630	INTEREST EARNINGS	8,000	6,453	6,453	8,000	0
001-000-4640	GOLF COURSE REVENUES	31,000	29,732	29,732	31,000	0
001-000-4710	COURT FINES & FEES	32,000	35,728	35,728	32,000	0
001-000-4720	LIBRARY REVENUES	2,500	3,656	3,656	2,500	0
001-000-4723	CEMETERY	16,000	39,576	39,576	16,000	0
001-000-4731	FITNESS CENTER REVENUE	21,000	21,770	21,770	21,000	0
001-000-4732	RECREATION REVENUES	10,000	17,485	17,485	10,000	0
001-000-4738	AUCTION PROCEEDS	4,000	0	0	4,000	0
001-000-4760	AIRPORT REVENUES (Fuel and Hangar)	56,000	58,691	58,691	56,000	0
001-000-4762	NORTH COUNTRY HEALTH CARE LAND	14,420	11,904	11,904	0	(14,420)
001-000-4766	POLICE REVENUES	10,000	7,849	7,849	5,000	(5,000)
001-000-4770	DOG POUND FEES (from County)	14,000	17,960	17,960	14,000	0
001-000-4784	EMPLOYEE RELATED REIMBURSEMENT	13,000	22,240	22,240	23,722	10,722
001-000-4786	MISCELLANEOUS	15,000	30,067	30,067	15,000	0
001-000-4790	TRANSFERS TO WATER 1% (WIFA and GADA)	-439,128	-409,509	-439,128	-410,292	28,836
001-000-4791	TRANSFERS TO HURF	-840,188	-610,046	-610,046	-170,982	669,206
001-000-4792	TRANSFERS TO GRANTS	-14,589	0	0	-74,589	(60,000)
001-000-4805	CONTINGENCIES - EARNED REVENUE	500,000	0	0	500,000	0
001-000-4807	NAVAJO CO. FLOOD CONTROL DIST	50,000	50,000	50,000	50,000	0
<b>TOTALS</b>		<b>4,138,095</b>	<b>4,176,921</b>	<b>4,574,726</b>	<b>5,407,145</b>	<b>1,269,050</b>

# FY 15/16 Proposed Budget

## GENERAL FUND - City Council

<u>Acct No</u>	<u>Account Description</u>	14/15 Budget	14/15 Actual	14/15 Projected	15/16 Budget	Change
001-001-5011	WAGES & SALARIES - REGULAR	9,600	9,000	9,000	9,600	0
001-001-5014	FICA	734	689	689	734	0
001-001-5018	WORKERS COMPENSATION	26	25	25	26	(0)
	<b>PAYROLL SUBTOTAL</b>	<b>10,361</b>	<b>9,713</b>	<b>9,713</b>	<b>10,360</b>	<b>(0)</b>
001-001-5035	PUBLIC RELATIONS (13 fireworks, 1.5 grad night, 1 hashknife, 1.5 otf	17,000	3,104	3,104	17,000	0
001-001-5042	MAILING & FREIGHT	50	0	0	50	0
001-001-5043	DUES/MEMBERSHIPS (6.2League and 1.NACOG)	7,500	6,175	6,175	7,500	0
001-001-5044	ADVERTISING AND PUBLICITY	2,500	3,006	3,006	2,500	0
001-001-5045	TRAVEL, CONFERENCE & TRAINING	1,000	2,191	2,191	3,000	2,000
001-001-5049	CONTRACT SERVICES (audit)	25,000	22,500	22,500	25,000	0
001-001-5056	ELECTIONS	3,000	5,965	5,965	0	(3,000)
	<b>OPERATIONS AND MAINTENANCE</b>	<b>56,050</b>	<b>42,942</b>	<b>42,942</b>	<b>55,050</b>	<b>(1,000)</b>
	<b>TOTALS</b>	<b>66,411</b>	<b>52,655</b>	<b>52,655</b>	<b>65,410</b>	<b>(1,000)</b>

## City Council - Capital

0	0	0	0	0	0
<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>

Total Capital

## City Council - Debt Service

0	0	0	0	0	0
<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>

Total Debt Service

**Total City Council**

<b>66,411</b>	<b>52,655</b>	<b>52,655</b>	<b>65,410</b>	<b>(1,000)</b>
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# FY 15/16 Proposed Budget

## GENERAL FUND - Administration

Acct.No	Account Description	14/15 Budget	14/15 Actual	14/15 Projected	15/16 Budget	Change
001-004-5011	WAGES & SALARIES - REGULAR	245,707	245,599	245,599	290,014	44,307
001-004-5014	FICA	18,797	17,868	17,868	22,186	3,389
001-004-5015	RETIREMENT	28,207	28,195	28,195	32,917	4,710
001-004-5016	STATE RETIREMENT LTD	295	295	295	348	53
001-004-5017	HEALTH INSURANCE	40,053	40,116	40,116	55,360	15,307
001-004-5018	WORKERS COMPENSATION	674	676	676	782	108
001-004-5019	OTHER PERSONNEL COSTS	0	0	0	0	0
	<b>PAYROLL SUBTOTAL</b>	<b>333,733</b>	<b>332,748</b>	<b>332,748</b>	<b>401,607</b>	<b>67,874</b>
001-004-5021	OFFICE & JANITORIAL SUPPLIES	5,000	159	159	5,000	0
001-004-5022	SMALL TOOLS & MINOR EQUIPMENT	250	0	0	250	0
001-004-5024	VEHICLE & EQUIPMENT PARTS	250	363	363	250	0
001-004-5026	MATERIALS & SUPPLIES	1,000	14,839	14,839	15,000	14,000
001-004-5027	FUEL	1,500	1,138	1,138	1,500	0
001-004-5035	PUBLIC RELATIONS	250	351	351	250	0
001-004-5041	PROFESSIONAL & CONSULTING SERV	65,000	46,023	46,023	95,000	30,000
001-004-5042	MAILING & FREIGHT	2,500	2,135	2,135	2,500	0
001-004-5043	DUES/MEMBERSHIPS	2,600	730	730	2,600	0
001-004-5044	ADVERTISING AND PUBLICITY	2,500	2,428	2,428	2,500	0
001-004-5045	TRAVEL, CONFERENCE & TRAINING	3,000	538	538	3,000	0
001-004-5046	REPRODUCTION & PRINTING	1,000	(451)	-451	1,000	0
001-004-5047	RENTAL & MAINTENANCE SERVICES	8,000	12,253	12,253	12,000	4,000
001-004-5048	UTILITIES	37,000	15,778	15,778	16,000	(21,000)
001-004-5049	CONTRACT SERVICES	12,500	7,578	7,578	8,500	(4,000)
001-004-5051	INSURANCE	88,000	81,432	81,432	89,000	1,000
001-004-5054	FEES	9,000	9,406	9,406	9,000	0
001-004-5058	CONTINGENCIES EARNED REVENUE	0	0	0	500,000	500,000
001-004-5071	MACHINERY & EQUIPMENT	5,000	398	398	5,000	0
	<b>OPERATIONS AND MAINTENANCE</b>	<b>244,350</b>	<b>195,098</b>	<b>195,098</b>	<b>768,350</b>	<b>524,000</b>
	<b>TOTALS</b>	<b>578,083</b>	<b>527,846</b>	<b>527,846</b>	<b>1,169,957</b>	<b>591,874</b>

Added Mike Young to Admin from HURF

30K Solomon, 10K Engineer, 20K Mariene, 35K abatements

Caselle Training

Copier Lease

3k Caselle, 3.6k data backup/exchange

### Administration - Capital

001-104-5071	Computers	0	0	0	0	0
	<b>Total Capital</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>

### Administration - Debt Service

	<b>Total Debt Service</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>
	<b>Total Administration</b>	<b>578,083</b>	<b>527,846</b>	<b>527,846</b>	<b>1,169,957</b>	<b>591,874</b>

# FY 15/16 Proposed Budget

## GENERAL FUND - Community Development/Safety

Acct No	Account Description	14/15 Budget	14/15 Actual	14/15 Projected	15/16 Budget	Change
001-005-5011	WAGES & SALARIES - REGULAR	0	0	0	44,616	44,616
001-005-5014	FICA	0	0	0	3,413	3,413
001-005-5015	RETIREMENT	0	0	0	5,064	5,064
001-005-5016	STATE RETIREMENT LTD	0	0	0	54	54
001-005-5017	HEALTH INSURANCE	0	0	0	13,840	13,840
001-005-5018	WORKERS COMPENSATION	0	0	0	120	120
	<b>PAYROLL SUBTOTAL</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>67,107</b>	<b>67,107</b>
001-005-5021	OFFICE & JANITORIAL SUPPLIES	500	443	443	500	0
001-005-5022	SMALL TOOLS & MINOR EQUIPMENT	500	0	0	500	0
001-005-5024	VEHICLE & EQUIPMENT PARTS	2,000	207	207	2,000	0
001-005-5026	MATERIALS & SUPPLIES	6,000	2,187	2,187	6,000	0
001-005-5027	FUEL	0	131	131	0	0
001-005-5041	PROFESSIONAL & CONSULTING SERV	0	96	96	0	0
001-005-5042	MAILING & FREIGHT	200	84	84	200	0
001-005-5044	ADVERTISING AND PUBLICITY	50	0	0	50	0
001-005-5045	TRAVEL, CONFERENCE & TRAINING	0	1,431	1,431	0	0
001-005-5046	REPRODUCTION & PRINTING	1,500	25	25	1,500	0
001-005-5047	RENTAL & MAINTENANCE SERVICES	5,000	0	0	0	(5,000)
001-005-5049	CONTRACT SERVICES	146	0	0	150	4
001-005-5060	CODE VIOLATION ABATEMENT	100	0	0	100	0
001-005-5071	MACHINERY & EQUIPMENT	0	44	44	500	500
	<b>OPERATIONS AND MAINTENANCE</b>	<b>15,996</b>	<b>4,649</b>	<b>4,649</b>	<b>11,500</b>	<b>(4,496)</b>
	<b>TOTALS</b>	<b>15,996</b>	<b>4,649</b>	<b>4,649</b>	<b>78,607</b>	<b>62,611</b>

## Community Development/Safety - Capital

Total Capital	0	0	0	0	0	0
	0	0	0	0	0	0

## Community Development/Safety - Debt Service

Total Debt Service	0	0	0	0	0	0
	0	0	0	0	0	0
<b>Total Community Development</b>	<b>15,996</b>	<b>4,649</b>	<b>4,649</b>	<b>78,607</b>	<b>62,611</b>	

# FY 15/16 Summary of Proposed Revenues

## LODGERS

Account Description	14/15 Budget	14/15 Actual	14/15 Projected	15/16 Budget	Change
006-000-4618 LODGERS TAX	180,000	157,316	157,316	165,000	(15,000)
006-000-4732 SPECIAL EVENT REVENUES	0	2,375	2,375	12,000	(15,000)
<b>TOTALS</b>	<b>180,000</b>	<b>157,316</b>	<b>157,316</b>	<b>177,000</b>	<b>(15,000)</b>

Currently low but waiting for summer months and does not include revenue from events ie marathon, mud run

# FY 15/16 Proposed Budget

## GENERAL FUND - Lodgers

Account Description	14/15 Budget	14/15 Actual	14/15 Projected	15/16 Budget	Change
006-014-5011 WAGES & SALARIES - REGULAR	0	0	0	0	0
006-014-5013 OVERTIME	0	0	0	0	0
006-014-5014 FICA	0	0	0	0	0
006-014-5015 RETIREMENT	0	0	0	0	0
006-014-5016 STATE RETIREMENT LTD	0	0	0	0	0
006-014-5017 HEALTH INSURANCE	0	0	0	0	0
006-014-5018 WORKERS COMPENSATION	0	0	0	0	0
<b>PAYROLL SUBTOTAL</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>
006-014-5044 ADVERTISING AND PUBLICITY	5,000	2,057	2,057	0	(5,000)
006-014-5048 UTILITIES	25,000	10,712	10,712	11,380	(13,620)
006-014-5049 CONTRACT SERVICES	5,700	6,425	6,425	3,200	(2,500)
006-014-5051 INSURANCE	2,000	2,000	2,000	2,000	(2,000)
006-014-5052 REPAIRS & MAINTENANCE (Parks)	1,400	5,892	5,892	1,500	100
006-014-5055 COUNTY FAIR CONTRIBUTIONS	40,000	40,000	40,000	40,000	0
006-014-5057 HISTORICAL SOCIETY CONTRIBUTIONS	32,400	32,400	32,400	39,680	7,280
006-014-5059 CHAMBER CONTRIBUTION	57,000	52,250	52,250	50,000	(7,000)
006-014-6001 CHRISTMAS EVENTS	3,000	1,907	1,907	0	(3,000)
006-014-6003 HASHKNEE	3,500	3,500	3,500	3,500	0
006-014-6004 SPECIAL EVENTS CITY OPERATIONS AND MAINTENANCE	5,000	1,995	1,995	22,740	22,740
<b>TOTALS</b>	<b>180,000</b>	<b>159,138</b>	<b>159,138</b>	<b>177,000</b>	<b>(3,000)</b>

Kathleen is currently paid out of GF

3.2K YESCO sign maintenance

HVAC/Court House Repairs

lump sum

Historical Society/5306.67 Monthly

Personnel/Wild West Days, Indian Dancers, Festival of Trees and Christmas Festival - 4,166.67/monthly

Special Events City Portion

Total Capital	0	0	0	0	0
	0	0	0	0	0

Total Debt Service	0	0	0	0	0
<b>Total Lodgers</b>	<b>180,000</b>	<b>159,138</b>	<b>159,138</b>	<b>177,000</b>	<b>(3,000)</b>
<b>Net Revenue Over/Under Expenditures</b>	<b>0</b>	<b>(1,822)</b>	<b>(1,822)</b>	<b>0</b>	<b>(12,000)</b>

# FY 15/16 Proposed Budget

## GENERAL FUND - Library

Acct No	Account Description	14/15 Budget	14/15 Actual	14/15 Projected	15/16 Budget	Change
001-020-5011	WAGES & SALARIES - REGULAR	107,567	107,341	107,341	122,567	15,000
001-020-5012	TEMPORARY EMPLOYEES	0	0	0	5,000	5,000
001-020-5014	FICA	8,229	7,717	7,717	9,759	1,530
001-020-5015	RETIREMENT	12,349	12,323	12,323	14,479	2,130
001-020-5016	STATE RETIREMENT LTD	129	129	129	153	24
001-020-5017	HEALTH INSURANCE	25,150	13,955	13,955	26,016	867
001-020-5018	WORKERS COMPENSATION	295	295	295	340	45
	<b>PAYROLL SUBTOTAL</b>	<b>153,718</b>	<b>141,759</b>	<b>141,759</b>	<b>178,314</b>	<b>24,596</b>
001-020-5021	OFFICE & JANITORIAL SUPPLIES	2,000	2,625	2,625	3,000	1,000
001-020-5022	SMALL TOOLS & MINOR EQUIPMENT	500	327	327	500	0
001-020-5026	MATERIALS & SUPPLIES	26,000	18,405	18,405	26,000	0
001-020-5041	PROFESSIONAL & CONSULTING SERV	250	1,587	1,587	250	0
001-020-5042	MAILING & FREIGHT	250	171	171	250	0
001-020-5044	ADVERTISING AND PUBLICITY	250	0	0	250	0
001-020-5045	TRAVEL, CONFERENCE & TRAINING	250	448	448	250	0
001-020-5047	RENTAL & MAINTENANCE SERVICES	0	40	40	0	0
001-020-5048	UTILITIES	18,000	19,107	19,107	18,000	0
001-020-5049	CONTRACT SERVICES	11,000	9,357	9,357	15,000	4,000
001-020-5071	MACHINERY & EQUIPMENT	0	0	0	8,000	0
	<b>OPERATIONS AND MAINTENANCE</b>	<b>58,500</b>	<b>52,066</b>	<b>52,066</b>	<b>71,500</b>	<b>5,000</b>
	<b>TOTALS</b>	<b>212,218</b>	<b>193,825</b>	<b>193,825</b>	<b>249,814</b>	<b>29,596</b>

## Library - Capital

Total Capital	0	0	0	0	0	0
	0	0	0	0	0	0

## Library - Debt Service

Total Debt Service	0	0	0	0	0	0
Total Library	212,218	193,825	193,825	249,814	29,596	

# FY 15/16 Proposed Budget

## GENERAL FUND - Cemetery, Parks and Recreation

Acct No	Account Description	14/15 Budget	14/15 Actual	14/15 Projected	15/16 Budget	Change
001-031-5011	WAGES & SALARIES - REGULAR	158,756	159,150	159,150	215,236	56,480
001-031-5012	TEMPORARY EMPLOYEES	37,680	23,120	23,120	43,200	5,520
001-031-5014	FICA	15,027	13,113	13,113	19,770	4,743
001-031-5015	RETIREMENT	18,225	18,270	18,270	24,429	6,204
001-031-5016	STATE RETIREMENT LTD	191	191	191	258	68
001-031-5017	HEALTH INSURANCE	45,952	46,036	46,036	75,289	29,337
001-031-5018	WORKERS COMPENSATION	5,846	5,411	5,411	7,665	1,819
	<b>PAYROLL SUBTOTAL</b>	<b>281,677</b>	<b>265,291</b>	<b>265,291</b>	<b>385,848</b>	<b>104,171</b>
001-031-5021	OFFICE & JANITORIAL SUPPLIES	1,000	752	752	1,000	0
001-031-5022	SMALL TOOLS & MINOR EQUIPMENT	1,000	195	195	1,000	0
001-031-5023	UNIFORMS	1,000	702	702	1,000	0
001-031-5024	VEHICLE & EQUIPMENT PARTS	6,000	7,454	7,454	6,000	0
001-031-5026	MATERIALS & SUPPLIES	10,000	27,695	27,695	27,575	17,575
001-031-5027	FUEL	8,000	7,797	7,797	8,000	0
001-031-5029	MATERIALS FOR RESALE	1,000	672	672	1,000	0
001-031-5041	PROFESSIONAL & CONSULTING SERV	0	1,574	1,574	0	0
001-031-5044	ADVERTISING AND PUBLICITY	500	0	0	500	0
001-031-5045	TRAVEL, CONFERENCE & TRAINING	0	510	510	500	500
001-031-5047	RENTAL & MAINTENANCE SERVICES	5,000	2,590	2,590	5,000	0
001-031-5048	UTILITIES	46,000	45,183	45,183	46,000	0
001-031-5049	CONTRACT SERVICES	36,000	32,660	32,660	36,000	0
001-031-5052	REPAIRS & MAINTENANCE	5,000	4,596	4,596	5,000	0
001-031-5054	FEES	0	(54)	-54	0	0
001-031-5071	MACHINERY & EQUIPMENT	5,000	7,474	7,474	10,000	5,000
001-031-5073	IMPROVEMENTS OTHER THAN BLDGS	2,000	2,000	2,000	20,000	18,000
001-031-5571	RECREATION PROGRAMS	15,000	19,629	19,629	15,000	0
	<b>OPERATIONS AND MAINTENANCE</b>	<b>142,500</b>	<b>161,429</b>	<b>161,429</b>	<b>183,575</b>	<b>41,075</b>
	<b>TOTALS</b>	<b>424,177</b>	<b>426,720</b>	<b>426,720</b>	<b>569,423</b>	<b>145,246</b>

## Parks and Rec - Capital

001-131-5040	Splash Pad/Pool Heater and Filter	120,000	109,646	109,646	50,000	70,000
	<b>Total Capital</b>	<b>120,000</b>	<b>109,646</b>	<b>109,646</b>	<b>50,000</b>	<b>70,000</b>

## Parks and Rec - Debt Service

	<b>Total Debt Service</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>
	<b>Total Parks and Rec</b>	<b>544,177</b>	<b>536,366</b>	<b>536,366</b>	<b>619,423</b>	<b>215,246</b>

# FY 15/16 Proposed Budget

## GENERAL FUND - Golf Course/Club House

Acct No	Account Description	14/15 Budget	14/15 Actual	14/15 Projected	15/16 Budget	Change
001-040-5011	WAGES & SALARIES - REGULAR	110,550	82,209	82,209	132,550	22,000
001-040-5012	TEMPORARY EMPLOYEES	3,200	42,068	42,068	3,200	0
001-040-5014	FICA	8,702	9,131	9,131	10,385	1,683
001-040-5015	RETIREMENT	12,691	10,946	10,946	15,044	2,353
001-040-5016	STATE RETIREMENT LTD	133	72	72	159	26
001-040-5017	HEALTH INSURANCE	27,077	19,317	19,317	33,768	6,691
001-040-5018	WORKERS COMPENSATION	2,599	3,976	3,976	3,051	452
	<b>PAYROLL SUBTOTAL</b>	<b>164,952</b>	<b>167,720</b>	<b>167,720</b>	<b>198,158</b>	<b>33,206</b>
001-040-5021	OFFICE & JANITORIAL SUPPLIES	500	713	713	1,000	500
001-040-5022	SMALL TOOLS & MINOR EQUIPMENT	500	609	609	500	0
001-040-5023	UNIFORMS	500	526	526	1,000	500
001-040-5024	VEHICLE & EQUIPMENT PARTS	15,000	15,446	15,446	15,000	0
001-040-5026	MATERIALS & SUPPLIES	10,000	6,544	6,544	10,000	0
001-040-5027	FUEL	10,000	16,888	16,888	18,000	8,000
001-040-5029	MATERIALS FOR RESALE	1,500	0	0	1,500	0
001-040-5044	ADVERTISING AND PUBLICITY	500	806	806	650	150
001-040-5048	UTILITIES	16,000	22,468	22,468	23,000	7,000
001-040-5049	CONTRACT SERVICES	0	1,734	1,734	2,000	2,000
001-040-5051	INSURANCE	6,500	6,500	6,500	6,500	0
001-040-5052	REPAIRS & MAINTENANCE	5,000	526	526	5,000	0
	<b>OPERATIONS AND MAINTENANCE</b>	<b>66,000</b>	<b>72,761</b>	<b>72,761</b>	<b>84,150</b>	<b>18,150</b>
	<b>TOTALS</b>	<b>230,952</b>	<b>240,480</b>	<b>240,480</b>	<b>282,308</b>	<b>51,356</b>

### Golf Course - Capital

001-141-5010	Golf Carts	0	0	0	25,000	25,000
	<b>Total Capital</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>25,000</b>	<b>25,000</b>

### Golf Course - Debt Service

001-240-5011	EQUIPMENT	0	0	0	0	0
	<b>Total Debt Service</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>
	<b>Total Golf Course</b>	<b>230,952</b>	<b>240,480</b>	<b>240,480</b>	<b>307,308</b>	<b>76,356</b>

# FY 15/16 Proposed Budget

## GENERAL FUND - Animal Control

Acct No	Account Description	14/15 Budget	14/15 Actual	14/15 Projected	15/16 Budget	Change
001-048-5011	WAGES & SALARIES - REGULAR	41,351	41,464	41,464	41,351	0
001-048-5013	OVERTIME	0	30	30	0	0
001-048-5014	FICA	3,163	3,269	3,269	3,163	0
001-048-5015	RETIREMENT	4,747	4,760	4,760	4,693	(54)
001-048-5016	STATE RETIREMENT LTD	50	50	50	50	0
001-048-5017	HEALTH INSURANCE	5,899	5,920	5,920	6,088	189
001-048-5018	WORKERS COMPENSATION	1,063	1,069	1,069	1,045	(17)
	<b>PAYROLL SUBTOTAL</b>	<b>56,273</b>	<b>56,562</b>	<b>56,562</b>	<b>56,390</b>	<b>118</b>
001-048-5021	OFFICE & JANITORIAL SUPPLIES	250	394	394	500	250
001-048-5023	UNIFORMS	250	838	838	500	250
001-048-5026	MATERIALS & SUPPLIES	4,000	4,179	4,179	15,000	11,000
001-048-5041	PROFESSIONAL & CONSULTING SERV	1,000	1,678	1,678	2,500	1,500
001-048-5048	UTILITIES	4,000	4,153	4,153	5,000	1,000
001-048-5049	CONTRACT SERVICES (Vet 6k)	6,000	771	771	6,000	0
001-048-5054	FEES	500	0	0	500	0
	<b>OPERATIONS AND MAINTENANCE</b>	<b>16,000</b>	<b>12,011</b>	<b>12,011</b>	<b>30,000</b>	<b>14,000</b>
	<b>TOTALS</b>	<b>72,273</b>	<b>68,573</b>	<b>68,573</b>	<b>86,390</b>	<b>14,118</b>

## Animal Control - Capital

Total Capital	0	0	0	0	0	0
	0	0	0	0	0	0

## Animal Control - Debt Service

Total Debt Service	0	0	0	0	0	0
	0	0	0	0	0	0
<b>Total Police</b>	<b>72,273</b>	<b>68,573</b>	<b>68,573</b>	<b>68,573</b>	<b>86,390</b>	<b>14,118</b>

# FY 15/16 Proposed Budget

## GENERAL FUND - Police

Acct No	Account Description	14/15 Budget	14/15 Actual	14/15 Projected	15/16 Budget	Change
001-050-5011	WAGES & SALARIES - REGULAR	684,057	738,834	738,834	726,821	42,764
001-050-5013	OVERTIME	38,000	12,246	12,246	38,000	0
001-050-5014	FICA	55,237	54,780	54,780	58,509	3,272
001-050-5015	RETIREMENT	8,299	8,171	8,171	8,156	(143)
001-050-5016	STATE RETIREMENT LTD	87	85	85	86	(1)
001-050-5017	HEALTH INSURANCE	163,381	151,952	151,952	169,217	5,836
001-050-5018	WORKERS COMPENSATION	34,383	33,808	33,808	35,942	1,559
001-050-5020	PEPRS RETIREMENT	299,672	311,589	311,589	498,169	198,497
	<b>PAYROLL SUBTOTAL</b>	<b>1,283,116</b>	<b>1,311,465</b>	<b>1,311,465</b>	<b>1,534,900</b>	<b>251,784</b>
001-050-5021	OFFICE & JANITORIAL SUPPLIES	9,500	7,912	7,912	9,500	0
001-050-5022	SMALL TOOLS & MINOR EQUIPMENT	2,500	1,197	1,197	2,500	0
001-050-5023	UNIFORMS	25,000	17,633	17,633	25,000	0
001-050-5024	VEHICLE & EQUIPMENT PARTS	18,000	34,854	34,854	25,000	7,000
001-050-5026	MATERIALS & SUPPLIES	5,000	7,300	7,300	5,000	0
001-050-5027	FUEL	45,000	37,186	37,186	40,000	(5,000)
001-050-5041	PROFESSIONAL & CONSULTING SERV	15,000	16,069	16,069	20,000	5,000
001-050-5042	MAILING & FREIGHT	5,000	597	597	4,000	(1,000)
001-050-5043	DUES/MEMBERSHIPS	1,000	962	962	1,000	0
001-050-5044	ADVERTISING AND PUBLICITY	1,500	511	511	3,500	2,000
001-050-5045	TRAVEL, CONFERENCE & TRAINING	10,000	9,817	9,817	15,000	5,000
001-050-5046	REPRODUCTION & PRINTING	1,000	1,498	1,498	2,000	1,000
001-050-5047	RENTAL & MAINTENANCE SERVICES	22,000	24,905	24,905	5,000	(17,000)
001-050-5048	UTILITIES	42,000	33,306	33,306	34,000	(8,000)
001-050-5049	CONTRACT SERVICES	140,000	110,285	110,285	140,000	0
001-050-5050	JAIL SERVICES	280,000	161,784	161,784	266,000	(14,000)
001-050-5051	INSURANCE	17,000	17,000	17,000	17,000	0
001-050-5052	REPAIRS & MAINTENANCE	5,000	285	285	5,000	0
001-050-5054	FEES	500	0	0	500	0
001-050-5071	MACHINERY & EQUIPMENT	2,500	92,028	92,028	20,000	17,500
	<b>OPERATIONS AND MAINTENANCE</b>	<b>647,500</b>	<b>575,129</b>	<b>575,129</b>	<b>640,000</b>	<b>(7,500)</b>
	<b>TOTALS</b>	<b>1,930,616</b>	<b>1,886,594</b>	<b>1,886,594</b>	<b>2,174,900</b>	<b>244,284</b>

### Police - Capital

001-150-5010	Vehicles	0	0	0	0	0
<b>Total Capital</b>		<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>

### Police - Debt Service

<b>Total Debt Service</b>		<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>
<b>Total Police</b>		<b>1,930,616</b>	<b>1,886,594</b>	<b>1,886,594</b>	<b>2,174,900</b>	<b>244,284</b>

# FY 15/16 Proposed Budget

## GENERAL FUND - Fire

Acct No	Account Description	14/15 Budget	14/15 Actual	14/15 Projected	15/16 Budget	Change
001-060-5015	RETIREMENT	30,000	22,999	22,999	30,000	0
001-060-5018	WORKERS COMPENSATION	3,760	0	0	3,760	0
	<b>PAYROLL SUBTOTAL</b>	<b>33,760</b>	<b>22,999</b>	<b>22,999</b>	<b>33,760</b>	<b>0</b>
001-060-5021	OFFICE & JANITORIAL SUPPLIES	500	291	291	500	0
001-060-5022	SMALL TOOLS & MINOR EQUIPMENT	2,000	35	35	2,000	0
001-060-5023	UNIFORMS	1,000	1,061	1,061	1,000	0
001-060-5024	VEHICLE & EQUIPMENT PARTS	2,000	13,985	13,985	2,000	0
001-060-5026	MATERIALS & SUPPLIES	6,000	34,199	34,199	6,000	0
001-060-5027	FUEL	2,000	1,732	1,732	2,000	0
001-060-5043	DUES/MEMBERSHIPS	500	205	205	500	0
001-060-5045	TRAVEL, CONFERENCE & TRAINING	6,000	1,175	1,175	6,000	0
001-060-5047	RENTAL & MAINTENANCE SERVICES	5,000	6,196	6,196	5,000	0
001-060-5048	UTILITIES	12,000	12,047	12,047	12,000	0
001-060-5049	CONTRACT SERVICES	45,000	40,119	40,119	45,000	0
001-060-5051	INSURANCE	4,000	4,000	4,000	4,000	0
001-060-5052	REPAIRS & MAINTENANCE	6,500	8,474	8,474	6,500	0
001-060-5071	MACHINERY & EQUIPMENT	40,000	7,145	7,145	40,000	0
	<b>OPERATIONS AND MAINTENANCE</b>	<b>132,500</b>	<b>130,664</b>	<b>130,664</b>	<b>132,500</b>	<b>0</b>
	<b>TOTALS</b>	<b>166,260</b>	<b>153,663</b>	<b>153,663</b>	<b>166,260</b>	<b>0</b>

### Fire - Capital

001-160-5011	FIRE TRUCK	0	0	0	0	0
	<b>Total Capital</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>

### Fire - Debt Service

	<b>Total Debt Service</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>
	<b>Total Fire</b>	<b>166,260</b>	<b>153,663</b>	<b>153,663</b>	<b>166,260</b>	<b>0</b>

# FY 15/16 Proposed Budget

## GENERAL FUND - Facilities/Levee

Acct No	Account Description	14/15 Budget	14/15 Actual	14/15 Projected	15/16 Budget	Change
001-084-5011	WAGES & SALARIES - REGULAR	51,674	51,673	51,673	51,674	0
001-084-5014	FICA	3,953	3,751	3,751	3,953	0
001-084-5015	RETIREMENT	5,932	5,932	5,932	5,865	(67)
001-084-5016	STATE RETIREMENT LTD	62	62	62	62	0
001-084-5017	HEALTH INSURANCE	13,351	13,372	13,372	13,840	489
001-084-5018	WORKERS COMPENSATION	2,137	1,837	1,837	2,102	(35)
	<b>PAYROLL SUBTOTAL</b>	<b>77,109</b>	<b>76,626</b>	<b>76,626</b>	<b>77,495</b>	<b>387</b>
001-084-5021	OFFICE & JANITORIAL SUPPLIES	500	500	500	500	0
001-084-5022	SMALL TOOLS & MINOR EQUIPMENT	500	5	5	500	0
001-084-5023	UNIFORMS	250	0	0	250	0
001-084-5024	VEHICLE & EQUIPMENT PARTS	1,200	1,001	1,001	1,200	0
001-084-5026	MATERIALS & SUPPLIES	2,000	1,390	1,390	2,000	0
001-084-5027	FUEL	3,000	2,205	2,205	3,000	0
001-084-5041	PROFESSIONAL & CONSULTING SERV	4,500	121	121	4,500	0
001-084-5048	UTILITIES	4,000	3,235	3,235	3,500	(500)
001-084-5049	CONTRACT SERVICES	1,000	0	0	1,000	0
001-084-5052	REPAIRS & MAINTENANCE	1,500	0	0	1,500	0
	<b>OPERATIONS AND MAINTENANCE</b>	<b>18,450</b>	<b>8,456</b>	<b>8,456</b>	<b>17,950</b>	<b>(500)</b>
	<b>TOTALS</b>	<b>95,559</b>	<b>85,083</b>	<b>85,083</b>	<b>95,445</b>	<b>(113)</b>

## Facilities/Levee - Capital

Total Capital	0	0	0	0	0	0
	0	0	0	0	0	0

## Facilities/Levee - Debt Service

Total Debt Service	0	0	0	0	0	0
	0	0	0	0	0	0
<b>Total Facilities</b>	<b>95,559</b>	<b>85,083</b>	<b>85,083</b>	<b>85,083</b>	<b>95,445</b>	<b>(113)</b>

# FY 15/16 Proposed Budget

## GENERAL FUND - Fleet Management

Acct No	Account Description	14/15 Budget	14/15 Actual	14/15 Projected	15/16 Budget	Change
001-085-5011	WAGES & SALARIES - REGULAR	80,051	69,604	69,604	75,051	(5,000)
001-085-5014	FICA	6,124	4,995	4,995	5,741	(383)
001-085-5015	RETIREMENT	9,190	6,141	6,141	8,518	(672)
001-085-5016	STATE RETIREMENT LTD	96	64	64	90	(6)
001-085-5017	HEALTH INSURANCE	26,702	18,785	18,785	27,680	978
001-085-5018	WORKERS COMPENSATION	2,551	1,744	1,744	2,353	(199)
	<b>PAYROLL SUBTOTAL</b>	<b>124,714</b>	<b>101,332</b>	<b>101,332</b>	<b>119,434</b>	<b>(5,280)</b>
001-085-5021	OFFICE & JANITORIAL SUPPLIES	750	410	410	500	(250)
001-085-5022	SMALL TOOLS & MINOR EQUIPMENT	500	795	795	750	250
001-085-5023	UNIFORMS	750	213	213	750	0
001-085-5024	VEHICLE & EQUIPMENT PARTS	3,000	4,649	4,649	3,000	0
001-085-5026	MATERIALS & SUPPLIES	5,000	4,112	4,112	5,000	0
001-085-5027	FUEL	10,000	5,923	5,923	10,000	0
001-085-5041	PROFESSIONAL & CONSULTING SERV	250	470	470	750	500
001-085-5042	MAILING & FREIGHT	75	0	0	75	0
001-085-5044	ADVERTISING AND PUBLICITY	75	0	0	75	0
001-085-5047	RENTAL & MAINTENANCE SERVICES	1,000	300	300	1,000	0
001-085-5048	UTILITIES	6,000	4,976	4,976	6,000	0
001-085-5052	REPAIRS & MAINTENANCE	900	3	3	1,000	100
001-085-5054	FEES	0	91	91	250	250
001-085-5071	MACHINERY & EQUIPMENT	2,000	8,063	8,063	2,000	0
	<b>OPERATIONS AND MAINTENANCE</b>	<b>30,300</b>	<b>30,005</b>	<b>30,005</b>	<b>31,150</b>	<b>850</b>
	<b>TOTALS</b>	<b>155,014</b>	<b>131,337</b>	<b>131,337</b>	<b>150,584</b>	<b>(4,430)</b>

### Fleet - Capital

Total Capital	0	0	0	0	0	0
	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>

### Fleet - Debt Service

Total Debt Service	0	0	0	0	0	0
	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>
<b>Total Fleet Management</b>	<b>155,014</b>	<b>131,337</b>	<b>131,337</b>	<b>150,584</b>	<b>(4,430)</b>	

# FY 15/16 Proposed Budget

## GENERAL FUND - Airport

<u>Acct No</u>	<u>Account Description</u>	14/15 Budget	14/15 Actual	14/15 Projectec	15/16 Budget	Change
	<b>PAYROLL SUBTOTAL</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>
001-093-5021	OFFICE & JANITORIAL SUPPLIES	1,000	913	913	1,000	0
001-093-5026	MATERIALS & SUPPLIES	8,500	214	214	8,500	0
001-093-5029	MATERIALS FOR RESALE	50,000	30,600	30,600	50,000	0
001-093-5041	PROFESSIONAL & CONSULTING SERV	1,000	1,250	1,250	6,000	5,000
001-093-5047	RENTAL & MAINTENANCE SERVICES	6,000	8,622	8,622	6,000	0
001-093-5048	UTILITIES	8,000	6,256	6,256	8,000	0
001-093-5051	INSURANCE	7,500	1,995	1,995	7,500	0
	<b>OPERATIONS AND MAINTENANCE</b>	<b>82,000</b>	<b>49,850</b>	<b>49,850</b>	<b>87,000</b>	<b>5,000</b>
	<b>TOTALS</b>	<b>82,000</b>	<b>49,850</b>	<b>49,850</b>	<b>87,000</b>	<b>5,000</b>

## Airport - Capital

		0	0	0	0	0
		0	0	0	0	0
		0	0	0	0	0
	<b>Total Capital</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>

## Airport - Debt Service

		0	0	0	0	0
		0	0	0	0	0
	<b>Total Debt Service</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>
	<b>Total Airport</b>	<b>82,000</b>	<b>49,850</b>	<b>49,850</b>	<b>87,000</b>	<b>5,000</b>

# FY 15/16 Proposed Budget

## GENERAL FUND - Magistrate

<u>Acct No</u>	<u>Account Description</u>	<u>14/15 Budget</u>	<u>14/15 Actual</u>	<u>14/15 Projected</u>	<u>15/16 Budget</u>	<u>Change</u>
001-098-5011	WAGES & SALARIES - REGULAR	17,000	17,000	17,000	17,000	0
001-098-5014	FICA	1,301	1,301	1,301	1,301	0
001-098-5018	WORKERS COMPENSATION	47	47	47	46	(1)
	<b>PAYROLL SUBTOTAL</b>	<b>18,347</b>	<b>18,347</b>	<b>18,347</b>	<b>18,346</b>	<b>-1</b>
001-098-5041	PROFESSIONAL & CONSULTING SERV	7,000	7,000	7,000	41,580	34,580
001-098-5042	MAILING & FREIGHT	250	114	114	250	0
001-098-5071	MACHINERY & EQUIPMENT	3,000	3,375	3,375	3,500	500
	<b>OPERATIONS AND MAINTENANCE</b>	<b>10,250</b>	<b>10,489</b>	<b>10,489</b>	<b>45,330</b>	<b>35,080</b>
	<b>TOTALS</b>	<b>28,597</b>	<b>28,837</b>	<b>28,837</b>	<b>63,676</b>	<b>35,079</b>

## Magistrate - Capital

Total Capital	0	0	0	0	0	0
	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>

## Magistrate - Debt Service

Total Debt Service	0	0	0	0	0	0
	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>
<b>Total Magistrate</b>	<b>28,597</b>	<b>28,837</b>	<b>28,837</b>	<b>63,676</b>	<b>35,079</b>	<b>35,079</b>

# FY 15/16 Proposed Budget

## GENERAL FUND - Senior Center

<u>Acct No</u>	<u>Account Description</u>	14/15 Budget	14/15 Actual	14/15 Projected	15/16 Budget	Change
001-099-5011	WAGES & SALARIES - REGULAR	34,711	34,862	34,862	34,711	0
001-099-5014	FICA	2,655	2,373	2,373	2,655	0
001-099-5015	RETIREMENT	3,985	4,002	4,002	3,940	(45)
001-099-5016	STATE RETIREMENT LTD	42	42	42	42	0
001-099-5017	HEALTH INSURANCE	13,351	13,372	13,372	13,840	489
001-099-5018	WORKERS COMPENSATION	694	700	700	683	(11)
	<b>PAYROLL SUBTOTAL</b>	<b>55,438</b>	<b>55,350</b>	<b>55,350</b>	<b>55,871</b>	<b>433</b>
001-099-5024	VEHICLE & EQUIPMENT PARTS	2,500	727	727	2,500	0
001-099-5026	MATERIALS & SUPPLIES	1,000	999	999	1,000	0
001-099-5027	FUEL	5,000	4,043	4,043	5,000	0
001-099-5048	UTILITIES	14,000	13,473	13,473	14,000	0
001-099-5052	REPAIRS & MAINTENANCE	2,000	1,760	1,760	2,000	0
	<b>OPERATIONS AND MAINTENANCE</b>	<b>24,500</b>	<b>21,002</b>	<b>21,002</b>	<b>24,500</b>	<b>0</b>
	<b>TOTALS</b>	<b>79,938</b>	<b>76,352</b>	<b>76,352</b>	<b>80,371</b>	<b>433</b>

## Senior Center - Capital

0	0	0	0	0	0	0
<b>Total Capital</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>

## Senior Center - Debt Service

0	0	0	0	0	0	0
<b>Total Debt Service</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>
<b>Total Senior Center</b>	<b>79,938</b>	<b>76,352</b>	<b>76,352</b>	<b>80,371</b>	<b>80,371</b>	<b>433</b>

# FY 15/16 Summary of Proposed Revenues

## UTILITY REVENUE

<u>Acct No</u>	<u>Account Description</u>	14/15 Budget	14/15 Actual	14/15 Projected	15/16 Budget	Change
002-000-4670	WATER FEES	728,000	608,381	663,688	600,000	(128,000)
002-000-4681	SEWER REVENUES	580,000	541,905	591,169	550,000	(30,000)
002-000-4690	SANITATION REVENUES	580,000	566,391	617,881	570,000	(10,000)
002-000-4786	MISCELLANEOUS	81,000	37,880	37,880	81,000	0
002-000-4793	FROM CITY SALES TAX(1%)	439,128	409,509	409,509	410,292	(28,836)
002-000-4805	CONTINGENCY -Savings/Grants	0	0	0	100,000	0
<b>TOTALS</b>		<b>2,408,128</b>	<b>2,164,066</b>	<b>2,320,127</b>	<b>2,311,292</b>	<b>(196,836)</b>

# FY 15/16 Proposed Budget

## Utility - Sanitation

Acct No	Account Description	14/15 Budget	14/15 Actual	14/15 Projected	15/16 Budget	Change
002-090-5011	WAGES & SALARIES - REGULAR	174,363	174,289	174,289	149,022	(25,341)
002-090-5013	OVERTIME	0	769	769	0	0
002-090-5014	FICA	13,339	12,350	12,350	11,400	(1,939)
002-090-5015	RETIREMENT	20,017	20,097	20,097	16,914	(3,103)
002-090-5016	STATE RETIREMENT LTD	209	210	210	179	(30)
002-090-5017	HEALTH INSURANCE	49,885	49,944	49,944	39,856	(10,029)
002-090-5018	WORKERS COMPENSATION	10,244	10,335	10,335	7,981	(2,263)
	<b>PAYROLL SUBTOTAL</b>	<b>268,056</b>	<b>267,993</b>	<b>267,993</b>	<b>225,352</b>	<b>(42,704)</b>
002-090-5021	OFFICE & JANITORIAL SUPPLIES	500	695	695	745	245
002-090-5022	SMALL TOOLS & MINOR EQUIPMENT	500	0	0	500	0
002-090-5023	UNIFORMS	500	120	120	500	0
002-090-5024	VEHICLE & EQUIPMENT PARTS	2,000	7,778	7,778	2,000	0
002-090-5026	MATERIALS & SUPPLIES	2,000	484	484	500	(1,500)
002-090-5027	FUEL	10,000	5,626	5,626	6,000	(4,000)
002-090-5041	PROFESSIONAL & CONSULTING SERV	500	434	434	500	0
002-090-5042	MAILING & FREIGHT	7,000	6,475	6,475	7,000	0
002-090-5043	DUES/MEMBERSHIPS	250	0	0	250	0
002-090-5044	ADVERTISING AND PUBLICITY	500	0	0	500	0
002-090-5045	TRAVEL, CONFERENCE & TRAINING	0	29	29	0	0
002-090-5046	REPRODUCTION & PRINTING	500	0	0	500	0
002-090-5048	UTILITIES	10,000	7,402	7,402	8,000	(2,000)
002-090-5049	CONTRACT SERVICES	389,612	338,161	338,161	337,410	(52,202)
002-090-5051	INSURANCE	28,000	28,000	28,000	28,000	0
002-090-5054	FEES	2,400	2,579	2,579	2,500	100
002-090-5054	MACHINERY & EQUIPMENT	2,000	0	0	0	(2,000)
002-090-5071	OPERATIONS AND MAINTENANCE	456,262	397,783	397,783	394,905	(61,357)
	<b>TOTALS</b>	<b>724,318</b>	<b>665,776</b>	<b>665,776</b>	<b>620,257</b>	<b>(104,061)</b>

## Sanitation - Capital

Total Capital	0	0	0	0	0	0
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## Sanitation - Debt Service

002-290-5010	VEHICLES	0	0	0	0	0
002-290-5011	EQUIPMENT	0	0	0	0	0
	<b>Total Debt Service</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>
<b>Total Sanitation</b>		<b>724,318</b>	<b>665,776</b>	<b>665,776</b>	<b>620,257</b>	<b>(104,061)</b>

# FY 15/16 Proposed Budget

## Utility - Holbrook Water/Sun Valley Water

Acct.No	Account Description	14/15 Budget	14/15 Actual	14/15 Projected	15/16 Budget	Change
002-091-5011	WAGES & SALARIES - REGULAR	223,451	230,773	230,773	198,446	(25,005)
002-091-5013	OVERTIME	0	3,736	3,736	5,000	5,000
002-091-5014	FICA	17,094	17,004	17,004	15,564	(1,530)
002-091-5015	RETIREMENT	24,550	25,431	25,431	22,129	(2,421)
002-091-5016	STATE RETIREMENT LTD	210	218	218	186	(24)
002-091-5017	HEALTH INSURANCE	76,586	57,344	57,344	61,448	(15,138)
002-091-5018	WORKERS COMPENSATION	7,672	8,103	8,103	6,597	(1,075)
	<b>PAYROLL SUBTOTAL</b>	<b>349,564</b>	<b>342,610</b>	<b>342,610</b>	<b>309,370</b>	<b>(40,194)</b>
002-091-5021	OFFICE & JANITORIAL SUPPLIES	500	967	967	500	0
002-091-5022	SMALL TOOLS & MINOR EQUIPMENT	1,500	16	16	1,500	0
002-091-5023	UNIFORMS	1,250	524	524	1,250	0
002-091-5024	VEHICLE & EQUIPMENT PARTS	10,000	13,797	13,797	10,000	0
002-091-5026	MATERIALS & SUPPLIES	27,000	45,795	45,795	27,000	0
002-091-5027	FUEL	19,000	14,324	14,324	10,000	(9,000)
002-091-5041	PROFESSIONAL & CONSULTING SERV	30,000	41,716	41,716	43,000	13,000
002-091-5042	MAILING & FREIGHT	8,000	7,158	7,158	8,000	0
002-091-5043	DUES, MEMBERSHIPS, SUBSCRIPT.	200	0	0	200	0
002-091-5044	ADVERTISING AND PUBLICITY	500	643	643	500	0
002-091-5045	TRAVEL, CONFERENCE & TRAINING	1,500	87	87	1,500	0
002-091-5046	REPRODUCTION & PRINTING	500	20	20	500	0
002-091-5048	UTILITIES	100,000	123,130	123,130	113,500	13,500
002-091-5049	CONTRACT SERVICES	8,000	9,520	9,520	8,000	0
002-091-5051	INSURANCE	28,000	28,000	28,000	28,000	0
002-091-5052	REPAIRS & MAINTENANCE	5,000	6,585	6,585	5,000	0
002-091-5054	FEES	13,500	13,693	13,693	17,000	3,500
002-091-5071	MACHINERY & EQUIPMENT	3,000	12,323	12,323	3,000	0
	<b>OPERATIONS AND MAINTENANCE</b>	<b>257,450</b>	<b>318,297</b>	<b>318,297</b>	<b>278,450</b>	<b>21,000</b>
	<b>TOTALS</b>	<b>607,014</b>	<b>660,907</b>	<b>660,907</b>	<b>587,820</b>	<b>(19,194)</b>

## Water - Holbrook, Sun Valley Capital

002-191-5070	UPGRADE INFRASTRUCTURE	60,000	44,631	44,631	50,000	10,000
002-191-5011	EQUIPMENT	0	0	0	0	0
	<b>Total Capital</b>	<b>60,000</b>	<b>44,631</b>	<b>44,631</b>	<b>50,000</b>	<b>10,000</b>

## Water - Holbrook, Sun Valley Debt Service

		0	0	0	0	0
		0	0	0	0	0
	<b>Total Debt Service</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>
	<b>Total Water</b>	<b>667,014</b>	<b>705,539</b>	<b>705,539</b>	<b>637,820</b>	<b>(9,194)</b>

# FY 15/16 Proposed Budget

## Utility - Treatment Plant/Waste Water Collections

Acct No	Account Description	14/15 Budget	14/15 Actual	14/15 Projected	15/16 Budget	Change
002-092-5011	WAGES & SALARIES - REGULAR	175,568	176,630	176,630	208,307	32,739
002-092-5013	OVERTIME	0	55	55	0	0
002-092-5014	FICA	13,431	13,204	13,204	15,936	2,505
002-092-5015	RETIREMENT	20,155	20,284	20,284	23,643	3,488
002-092-5016	STATE RETIREMENT LTD	211	212	212	250	39
002-092-5017	HEALTH INSURANCE	29,083	29,238	29,238	45,945	16,862
002-092-5018	WORKERS COMPENSATION	5,738	5,766	5,766	6,742	1,003
	<b>PAYROLL SUBTOTAL</b>	<b>244,187</b>	<b>245,390</b>	<b>245,390</b>	<b>300,823</b>	<b>56,636</b>
002-092-5021	OFFICE & JANITORIAL SUPPLIES	500	837	837	500	0
002-092-5022	SMALL TOOLS & MINOR EQUIPMENT	500	564	564	500	0
002-092-5023	UNIFORMS	1,000	258	258	1,000	0
002-092-5024	VEHICLE & EQUIPMENT PARTS	2,000	4,334	4,334	2,000	0
002-092-5026	MATERIALS & SUPPLIES	27,000	38,141	38,141	27,000	0
002-092-5027	FUEL	2,000	1,705	1,705	7,000	5,000
002-092-5041	PROFESSIONAL & CONSULTING SERV	40,000	55,715	55,715	55,000	15,000
002-092-5042	MAILING & FREIGHT	8,000	7,437	7,437	8,000	0
002-092-5043	DUES, MEMBERSHIPS, SUBSCRIPT.	300	0	0	300	0
002-092-5044	ADVERTISING AND PUBLICITY	300	0	0	300	0
002-092-5045	TRAVEL, CONFERENCE & TRAINING	1,000	1,411	1,411	1,000	0
002-092-5046	REPRODUCTION & PRINTING	500	0	0	500	0
002-092-5047	RENTAL & MAINTENANCE SERVICES	1,000	0	0	1,000	0
002-092-5048	UTILITIES	152,000	133,931	133,931	116,000	(36,000)
002-092-5049	CONTRACT SERVICES	20,000	26,633	26,633	20,000	0
002-092-5051	INSURANCE	30,000	30,000	30,000	30,000	0
002-092-5052	REPAIRS & MAINTENANCE	5,000	3,802	3,802	5,000	0
002-092-5054	FEES	4,000	8,753	8,753	9,000	5,000
002-092-5071	MACHINERY & EQUIPMENT	8,000	12,697	12,697	8,000	0
	<b>OPERATIONS AND MAINTENANCE</b>	<b>303,100</b>	<b>326,220</b>	<b>326,220</b>	<b>292,100</b>	<b>(11,000)</b>
	<b>TOTALS</b>	<b>547,287</b>	<b>571,609</b>	<b>571,609</b>	<b>592,923</b>	<b>45,636</b>

## Waste Water - Capital

002-192-5070	UPGRADE INFRASTRUCTURE	60,000	0	0	50,000	(10,000)
	<b>Total Capital</b>	<b>60,000</b>	<b>0</b>	<b>0</b>	<b>50,000</b>	<b>(10,000)</b>

## Waste Water - Debt Service

002-292-5081	DEBT PRINCIPLE - US BANK	347,000	347,000	347,000	355,000	8,000
002-292-5082	DEBT INTEREST - US BANK	62,509	62,509	62,509	55,292	(7,218)
	<b>Total Debt Service</b>	<b>409,509</b>	<b>409,509</b>	<b>409,509</b>	<b>410,292</b>	<b>(1,418)</b>
	<b>Total Water</b>	<b>1,016,796</b>	<b>981,118</b>	<b>981,118</b>	<b>1,053,215</b>	<b>34,219</b>

# FY 15/16 Proposed Budget

Revenues Fund	Department	14/15 Budget
Sanitation		580,000
Water		728,000
Wastewater		1,019,128
Miscellaneous		81,000
CONTINGENCY -Savings/Grants		0
<b>Grand Totals</b>		<b>2,408,128</b>

Expenses Fund	Department	14/15 Budget
Sanitation		724,318
Water		667,014
Wastewater		1,016,796
Miscellaneous		0
CONTINGENCY -Savings/Grants		0
<b>Grand Totals</b>		<b>2,408,128</b>

Revenues Over/Under Expenses Fund	Department	14/15 Budget
Sanitation		(144,318)
Water		60,986
Wastewater		2,332
Miscellaneous		81,000
CONTINGENCY -Savings/Grants		0
<b>Grand Totals</b>		<b>(0)</b>
		(0)
		(0)

# ***FY 15/16 Summary of Proposed Revenues***

<b><u>IMPOUND</u></b>						
<u>Acct No</u>	<u>Account Description</u>	14/15 Budget	14/15 Actual	14/15 Projected	15/16 Budget	Change
003-000-4771	IMPOUND FEES	8,300	10,450	10,450	16,000	7,700
<b>TOTALS</b>		<b>8,300</b>	<b>10,450</b>	<b>10,450</b>	<b>16,000</b>	<b>7,700</b>

# ***FY 10/11 Proposed Budget***

<b><u>IMPOUND</u></b>						
<u>Acct No</u>	<u>Account Description</u>	14/15 Budget	14/15 Actual	14/15 Projected	15/16 Budget	Change
003-150-5071	IMPOUND EQUIPMENT	8,300	3,372	3,372	16,000	7,700
<b>TOTALS</b>		<b>8,300</b>	<b>3,372</b>	<b>3,372</b>	<b>16,000</b>	<b>7,700</b>

# FY 15/16 Summary of Proposed Revenues

## HURF

Acct No	Account Description	14/15 Budget	14/15 Actual	14/15 Projected	15/16 Budget	Change
007-000-4634	HIGHWAY USERS REVENUE	604,284	627,686	684,748	640,166	(35,882)
007-000-4786	MISCELLANEOUS	3,500	0	0	3,500	0
007-000-4787	TRANSFERS FROM GENERAL FUND	840,188	610,046	610,046	170,982	669,206
007-000-4806	CONTINGENCY -Savings/Grants/Override	0	0	0	0	0
<b>TOTALS</b>		<b>1,447,972</b>	<b>1,237,732</b>	<b>1,294,794</b>	<b>814,648</b>	<b>633,324</b>

# FY 15/16 Proposed Budget

## HURF

Acct No	Account Description	14/15 Budget	14/15 Actual	14/15 Projected	15/16 Budget	Change
007-087-5011	WAGES & SALARIES - REGULAR	261,439	258,756	258,756	232,349	(29,090)
007-087-5012	TEMP WAGES	0	7,064	7,064	0	0
007-087-5014	FICA	20,000	19,379	19,379	17,775	(2,225)
007-087-5015	RETIREMENT	30,013	29,382	29,382	24,011	(6,002)
007-087-5016	STATE RETIREMENT LTD	314	307	307	254	(60)
007-087-5017	HEALTH INSURANCE	63,650	64,913	64,913	73,625	9,975
007-087-5018	WORKERS COMPENSATION	26,373	26,917	26,917	23,052	(3,321)
	<b>PAYROLL SUBTOTAL</b>	<b>401,789</b>	<b>406,718</b>	<b>406,718</b>	<b>371,065</b>	<b>(30,724)</b>
007-087-5021	OFFICE & JANITORIAL SUPPLIES	500	560	560	1,000	500
007-087-5022	SMALL TOOLS & MINOR EQUIPMENT	1,000	0	0	1,000	0
007-087-5023	UNIFORMS	1,000	1,087	1,087	1,000	0
007-087-5024	VEHICLE & EQUIPMENT PARTS	23,000	46,870	46,870	28,000	5,000
007-087-5026	MATERIALS & SUPPLIES	385,683	265,683	265,683	272,083	(113,600)
007-087-5027	FUEL	35,000	17,641	17,641	20,000	(15,000)
007-087-5041	PROFESSIONAL & CONSULTING SERV	2,000	1,204	1,204	2,000	0
007-087-5042	MAILING & FREIGHT	0	0	0	0	0
007-087-5043	DUES, MEMBERSHIPS, SUBSCRIPT.	0	414	414	500	500
007-087-5044	ADVERTISING AND PUBLICITY	500	16	16	500	0
007-087-5045	TRAVEL, CONFERENCE & TRAINING	500	319	319	500	0
007-087-5047	RENTAL & MAINTENANCE SERVICES	0	6,814	6,814	0	0
007-087-5048	UTILITIES	60,000	67,080	67,080	70,000	10,000
007-087-5049	CONTRACT SERVICES	0	120	120	0	0
007-087-5051	INSURANCE	22,000	22,000	22,000	22,000	0
007-087-5052	REPAIRS & MAINTENANCE	10,000	0	0	10,000	0
007-087-5058	CONTINGENCIES - Savings/Unearned/Roads	500,000	393,610	393,610	0	(500,000)
007-087-5071	MACHINERY & EQUIPMENT	5,000	12,870	12,870	15,000	10,000
	<b>OPERATIONS AND MAINTENANCE</b>	<b>1,046,183</b>	<b>836,287</b>	<b>836,287</b>	<b>443,583</b>	<b>(602,600)</b>
	<b>TOTALS</b>	<b>1,447,972</b>	<b>1,243,005</b>	<b>1,243,005</b>	<b>814,648</b>	<b>(633,324)</b>

## HURF - Capital

007-187-5079	STREET IMPROVEMENTS	0	0	0	0	0
007-187-5100	CONTINGENCY	0	0	0	0	0
	<b>Total Capital</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>

## HURF - Debt Service

007-287-5011	EQUIPMENT	0	0	0	0	0
	<b>Total Debt Service</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>
	<b>Total Water</b>	<b>1,447,972</b>	<b>1,243,005</b>	<b>1,243,005</b>	<b>814,648</b>	<b>(633,324)</b>

# FY 15/16 Summary of Proposed Revenues

## Grants

Acct No	Account Description	14/15 Budget	14/15 Actual	14/15 Projected	15/16 Budget	Change
027-000-4524	AIRPORT FAA FUNDING	50,000	13,275	13,275	50,000	0
027-000-4525	AIRPORT STATE FUNDING	0	0	0	0	0
027-000-4530	E-RATE-FEDERAL FUNDS	10,800	8,193	4,348	10,800	0
027-000-4532	AZ DEPT OF LIBRARY	25,000	0	0	25,000	0
027-000-4537	CDBG STATE FUNDING	250,000	147,002	119,797	250,000	0
027-000-4539	LSTA GRANT	0	0	0	12,000	(12,000)
027-000-4540	BARROW FIELD	0	0	0	0	0
027-000-4541	HOMELAND SECURITY	50,000	0	0	50,000	0
027-000-4542	GOVERNOR'S OFFICE OF HIGHWAY SAFETY	50,000	0	0	50,000	0
027-000-4543	SRO-STATE FUNDING	0	0	0	116,945	(116,945)
027-000-4544	SRO-SCHOOL DISTRICT FUNDING	0	0	0	0	0
027-000-4548	SAFE ROUTES TO SCHOOLS	250,000	18,208	18,208	250,000	0
027-000-4551	TASK FORCE COUNTY FUNDING	0	1,388	1,388	0	0
027-000-4554	BULLET PROOF VESTS	5,000	0	0	5,000	0
027-000-4555	CRIMES AGAINST CHILDREN	10,000	0	0	10,000	0
027-000-4556	DUI PROGRAM	5,000	0	0	5,000	0
027-000-4557	RICO	20,000	6,387	6,387	20,000	0
027-000-4558	100 CLUB OF ARIZONA	5,000	0	0	5,000	0
027-000-4559	JAG/BYRNE	10,000	0	0	10,000	0
027-000-4581	BROWN FIELD	0	12,470	9,713	0	0
027-000-4582	WALKING TOUR - HERITAGE FUND	0	6,150	6,150	0	0
027-000-4583	PETROGLYPH PARK	10,000	0	0	10,000	0
027-000-4786	CONTINGENCY	1,000,000	0	0	1,000,000	0
027-000-4787	TRANSFERS TO GRANTS	14,589	0	0	74,589	(60,000)
<b>TOTALS</b>		<b>1,765,389</b>	<b>213,073</b>	<b>179,266</b>	<b>1,954,334</b>	<b>(188,945)</b>

# FY 15/16 Proposed Budget

## Grants

<u>Acct No</u>	<u>Account Description</u>	<u>14/15 Budget</u>	<u>14/15 Actual</u>	<u>14/15 Projected</u>	<u>15/16 Budget</u>	<u>Change</u>
027-004-5049	CDBG	250,000	170,772	124,635	250,000	0
027-004-5058	CONTINGENCY	1,000,000	0	0	1,000,000	0
027-004-5057	BROWN FIELDS	0	17,228	17,228	0	0
027-015-5053	PETROGLYPH PARK	10,000	0	0	10,000	0
027-020-5074	LIBRARY BUILDING	10,800	35,044	0	10,800	0
027-020-5071	LSTA GRANT	0	10,875	7,863	12,000	12,000
027-020-50XX	LIBRARY Temp employees	25,000	5,583	1,063	25,000	0
027-050-5000	100 CLUB OF ARIZONA	5,000	0	0	5,000	0
027-050-5026	MATERIALS & SUPPLIES	0	699	699	0	0
027-050-5045	TRAVEL, CONFERENCE & TRAINING	0	176	0	0	0
027-050-5071	BULLET PROOF VESTS	5,000	0	0	5,000	0
027-050-5072	HOMELAND SECURITY	50,000	0	0	50,000	0
027-050-5073	GOVERNORS OFFICE OF HIGHWAY SAFETY	50,000	30	30	50,000	0
027-050-5074	CRIMES AGAINST CHILDREN	10,000	0	0	10,000	0
027-050-5075	DUI PREVENTION	5,000	0	0	5,000	0
027-050-5076	RICO EQUIPMENT	20,000	6,387	6,387	20,000	0
027-050-5077	JAG/BYRNE	10,000	0	0	10,000	0
027-050-5078	SAFE ROUTE TO SCHOOLS	250,000	16,425	16,425	250,000	0
027-054-5011	SCHOOL RESOURCE OFFICER	0	0	0	116,945	116,945
027-087-5072	MCLAWS ROAD Paving	0	38,646	754	60,000	60,000
027-093-5057	AIRPORT IMPROVEMENTS	64,589	5,519	5,519	64,589	0
<b>TOTALS</b>		<b>1,765,389</b>	<b>307,384</b>	<b>180,604</b>	<b>1,954,334</b>	<b>188,945</b>

# *FY 15/16 Summary of Proposed Revenues*

## JCEF

<u>Acct No</u>	<u>Account Description</u>	<u>14/15 Budget</u>	<u>14/15 Actual</u>	<u>14/15 Projected</u>	<u>15/16 Budget</u>	<u>Change</u>
028-000-4716	JCEF FUNDS	27,000	1,613	1,613	28,000	1,000
<b>TOTALS</b>		<b>27,000</b>	<b>1,613</b>	<b>1,613</b>	<b>28,000</b>	<b>1,000</b>

# *FY 15/16 Proposed Budget*

## JCEF

<u>Acct No</u>	<u>Account Description</u>	<u>14/15 Budget</u>	<u>14/15 Actual</u>	<u>14/15 Projected</u>	<u>15/16 Budget</u>	<u>Change</u>
028-098-5000	MAGISTRATE	27,000	0	0	28,000	1,000
<b>TOTALS</b>		<b>27,000</b>	<b>0</b>	<b>0</b>	<b>28,000</b>	<b>1,000</b>

# FY 15/16 Summary of Proposed Revenues

<b>STATE FILL THE GAP</b>						
<u>Acct No</u>	<u>Account Description</u>	14/15 Budget	14/15 Actual	14/15 Projected	15/16 Budget	Change
029-000-4617	STATE FILL THE GAP	11,000	1,311	1,311	13,000	2,000
<b>TOTALS</b>		<b>11,000</b>	<b>1,311</b>	<b>1,311</b>	<b>13,000</b>	<b>2,000</b>

# FY 15/16 Proposed Budget

<b>STATE FILL THE GAP</b>						
<u>Acct No</u>	<u>Account Description</u>	14/15 Budget	14/15 Actual	14/15 Projected	15/16 Budget	Change
029-098-5000	IMPOUND EQUIPMENT	11,000	400	400	13,000	2,000
<b>TOTALS</b>		<b>11,000</b>	<b>400</b>	<b>400</b>	<b>13,000</b>	<b>2,000</b>

# *FY 13/14 Summary of Debt Service Agreements*

Bank	Department	Annual Payment	Maturing Date
US BANK	Waste Water	\$407,416.30	7/1/2020
BOW 1	Various	\$0.00	Paid off 13/14
BOW 2	Various	\$0.00	Paid off 13/14
1st Source Bank	Water/Waste Water	\$0.00	Paid off 13/14
Total		\$407,416.30	

# *FY 13/14 Summary of Capital Needed within 5 Years*

Department	Project	Budget Year
Wastewater	Enclose clarifiers	
Wastewater	Security System	13/14
Wastewater	Romero Lift Station	
Water	New 50,000 Gal tank (Sun Valley)	
Water	Telemetry (Sun Valley)	13/14
Water	New Well (Sun Valley)	
Water	Loop Dead Ends (Sun Valley)	
Water	Meters and Shut Off Valves (City and Sun Valley)	
Parks	Tamper attachment	
Golf Course	Carts	
Golf Course	Top Dresser after Aeration	
Golf Course	Ditch Witch	
Golf Course	Fertilizer Hopper	
Golf Course	Building for Equipment	
Police	4 Vehicles	
Fire	Pump truck	13/14

City of Holbrook  
BUDGETED SALARIES COMPARISON  
BY DEPARTMENT

Department	FY 2009-2010	FY 2010-2011	FY 2011-2012	FY 2012-2013	FY 2013-2014	FY 2014-2015	FY 2015-2016	Change from Last Year to Current	Payroll Change Since 09-10
	Payroll								
CITY COUNCIL	9,600	9,600	9,600	9,600	9,600	9,600	9,600	0	0
CITY CLERK	57,438	52,188	57,707	57,707	61,707	61,707	61,707	0	4,269
ADMINISTRATION	91,000	91,000	91,000	91,000	91,000	91,000	135,414	44,414	44,414
HUMAN RESOURCES	74,291	0	0	0	0	0	0	0	(74,291)
COMMUNITY DEVELOPMENT	57,266	0	0	0	0	0	44,616	44,616	(12,650)
FINANCE	121,641	58,448	58,448	68,000	93,000	93,000	93,000	0	(28,641)
LIBRARY	127,417	77,141	77,141	77,141	92,567	107,567	127,567	20,000	150
PARKS	157,475	136,705	147,105	140,198	162,436	196,436	258,436	62,000	100,961
POLICE	942,232	878,663	717,691	771,688	704,606	722,057	764,821	42,764	(177,411)
FACILITIES	84,024	41,436	41,436	71,596	51,674	51,674	51,674	0	(32,350)
FLEET	62,692	86,529	69,972	64,932	86,291	80,051	75,051	(5,000)	12,359
GOLF	188,055	33,510	49,040	57,999	113,750	113,750	135,750	22,000	(52,305)
ANIMAL CONTROL	0	0	0	0	41,351	41,351	41,351	0	41,351
AIRPORT	42,916	0	0	0	0	0	0	0	(42,916)
MAGISTRATE	0	0	15,000	17,000	17,000	17,000	17,000	0	17,000
LODGERS	12,326	35,325	16,463	30,000	34,000	0	0	0	(12,326)
SENIOR CENTER	0	0	0	0	34,711	34,711	34,711	0	34,711
<b>GENERAL FUND TOTAL</b>	<b>2,028,372</b>	<b>1,500,545</b>	<b>1,350,603</b>	<b>1,456,862</b>	<b>1,593,693</b>	<b>1,619,904</b>	<b>1,850,698</b>	<b>230,794</b>	<b>(177,674)</b>
FTE	51	35	29	32	32	34	40	6	(11)
SANITATION	210,121	187,429	202,297	202,011	174,363	174,363	149,022	(25,341)	(61,099)
WATER	143,403	114,075	214,672	251,151	288,806	223,451	203,446	(20,005)	60,043
WASTEWATER	129,172	144,795	118,769	141,805	153,488	175,568	208,307	32,739	79,135
<b>UTILITY FUND TOTAL</b>	<b>482,696</b>	<b>446,298</b>	<b>535,737</b>	<b>594,967</b>	<b>616,657</b>	<b>573,382</b>	<b>560,776</b>	<b>(12,606)</b>	<b>78,080</b>
FTE	15	15	15	17	16	14	14	0	(1)
STREETS	216,920	139,727	211,297	267,741	275,937	261,439	232,349	(29,090)	15,429
<b>HURF FUND TOTAL</b>	<b>216,920</b>	<b>139,727</b>	<b>211,297</b>	<b>267,741</b>	<b>275,937</b>	<b>261,439</b>	<b>232,349</b>	<b>(29,090)</b>	<b>15,429</b>
FTE	7	4	6	8	8	7	7	0	0
GRANTS	73,300	38,000	37,544	0	83,088	0	42,000	42,000	(31,300)
<b>GRANTS FUND TOTAL</b>	<b>73,300</b>	<b>38,000</b>	<b>37,544</b>	<b>0</b>	<b>83,088</b>	<b>0</b>	<b>42,000</b>	<b>42,000</b>	<b>(31,300)</b>
FTE	2	1	1	0	2	0	1	1	(1)
<b>TOTAL ALL PAYROLL</b>	<b>2,801,287</b>	<b>2,124,569</b>	<b>2,135,181</b>	<b>2,319,569</b>	<b>2,569,375</b>	<b>2,454,725</b>	<b>2,685,823</b>	<b>231,098</b>	<b>(115,465)</b>
Total FTE	75	55	51	57	58	55	62	7	(13)

City of Holbrook  
**BUDGETED SALARIES & ERE COMPARISON**  
 BY DEPARTMENT

Department	FY 2009-2010		FY 2010-2011		FY 2011-2012		FY 2012-2013		FY 2013-2014		FY 2014-2015		FY 2015-2016		Payroll Change Since 09-10
	Total Payroll	FTE	Change from Last Year to Current												
CITY COUNCIL	9,698		9,662		10,356		10,357		10,361		10,360		(0)	662	
CITY CLERK	83,181		72,491		80,591		86,048		87,106		87,512		406	4,331	
ADMINISTRATION	112,034		118,193		120,216		121,033		122,118		189,351		67,233	77,317	
HUMAN RESOURCES	92,310		0		0		0		0		0		0	(92,310)	
COMMUNITY DEVELOPMENT	90,362		0		0		0		0		67,107		67,107	(23,255)	
FINANCE	176,045		79,863		80,395		123,421		124,508		124,744		236	(51,301)	
LIBRARY	192,960		101,874		102,449		151,126		153,718		178,314		24,596	(14,646)	
PARKS	228,119		196,702		214,390		231,349		281,677		385,848		104,171	157,729	
POLICE	1,446,300		1,382,412		1,164,553		1,285,575		1,283,115		1,534,900		251,785	88,600	
FACILITIES	131,175		61,099		111,304		88,163		77,109		77,496		387	(53,679)	
FLEET	92,335		134,990		106,950		129,961		124,714		119,434		(5,280)	27,099	
GOLF	266,706		50,140		76,250		174,539		164,952		198,158		33,206	(68,548)	
ANIMAL CONTROL	0		0		0		54,824		56,273		56,390		118	56,390	
AIRPORT	62,202		0		0		0		0		0		0	(62,202)	
MAGISTRATE	0		0		16,181		18,341		18,347		18,346		(1)	18,346	
LODGERS	14,477		49,995		25,143		52,958		0		0		0	(14,477)	
SENIOR CENTER	0		0		0		54,331		55,438		55,871		433	55,871	
<b>GENERAL FUND TOTAL</b>	<b>2,997,902</b>	<b>51</b>	<b>2,257,421</b>	<b>35</b>	<b>2,056,629</b>	<b>29</b>	<b>2,547,269</b>	<b>32</b>	<b>2,559,435</b>	<b>34</b>	<b>3,103,830</b>	<b>40</b>	<b>544,395</b>	<b>105,928</b>	
													<b>6</b>	<b>(11)</b>	
SANITATION	336,941		290,750		307,816		263,075		268,056		225,352		(42,704)	(111,589)	
WATER	222,134		172,945		310,018		442,233		349,564		309,370		(40,194)	87,236	
WASTEWATER	139,989		216,280		158,229		210,174		244,187		300,823		56,636	160,834	
<b>UTILITY FUND TOTAL</b>	<b>699,064</b>	<b>15</b>	<b>679,976</b>	<b>15</b>	<b>776,063</b>	<b>15</b>	<b>915,483</b>	<b>16</b>	<b>861,807</b>	<b>14</b>	<b>835,546</b>	<b>14</b>	<b>(26,262)</b>	<b>136,482</b>	
													<b>0</b>	<b>(1)</b>	
STREETS	331,796		203,080		315,740		429,177		401,789		371,065		(30,724)	39,269	
<b>HURF FUND TOTAL</b>	<b>331,796</b>	<b>7</b>	<b>203,080</b>	<b>4</b>	<b>315,740</b>	<b>6</b>	<b>429,177</b>	<b>8</b>	<b>401,789</b>	<b>7</b>	<b>371,065</b>	<b>7</b>	<b>(30,724)</b>	<b>39,269</b>	
													<b>0</b>	<b>0</b>	
GRANTS	120,282		63,438		65,020		154,353		0		116,945		116,945	(3,338)	
<b>GRANTS FUND TOTAL</b>	<b>120,282</b>	<b>2</b>	<b>63,438</b>	<b>1</b>	<b>65,020</b>	<b>1</b>	<b>154,353</b>	<b>2</b>	<b>0</b>	<b>0</b>	<b>116,945</b>	<b>1</b>	<b>116,945</b>	<b>(3,338)</b>	
													<b>1</b>	<b>(1)</b>	
<b>TOTAL ALL PAYROLL</b>	<b>4,149,044</b>	<b>75</b>	<b>3,203,915</b>	<b>55</b>	<b>3,213,452</b>	<b>51</b>	<b>4,046,282</b>	<b>58</b>	<b>3,823,031</b>	<b>55</b>	<b>4,427,385</b>	<b>62</b>	<b>604,354</b>	<b>278,342</b>	
<b>Total FTE</b>													<b>7</b>	<b>(13)</b>	

City of Holbrook  
 BUDGETED SALARIES & ERE  
 GENERAL FUND BY DEPARTMENT  
 FY 2015-2016

Position	Employee	1475 Annual	Budget Amount	0.00%	6.20%	1.45%	9.38%	11.35%	71.89%	Workers	476.08	26.81	4.66	Total	Total
				\$0.00	Social Security	Medicare	ASRS	ASRS	PFRS	Comp	MEDICAL	DENTAL	VISION	ERE's	Payroll
							Retirement	Retirement	LTD						
City Council															
Mayor	Hill, Jeff	2,400.00	2,400.00		148.80	34.80	0.00	0.00	0.00	6.47	0.00	0.00	0.00	190.07	2,590.07
Vice-Mayor	Hausman, Charles	1,200.00	1,200.00		74.40	17.40	0.00	0.00	0.00	3.24	0.00	0.00	0.00	95.04	1,295.04
Council	Myron, Maxwell	1,200.00	1,200.00		74.40	17.40	0.00	0.00	0.00	3.24	0.00	0.00	0.00	95.04	1,295.04
Council	Tyler, Bobby	1,200.00	1,200.00		74.40	17.40	0.00	0.00	0.00	3.24	0.00	0.00	0.00	95.04	1,295.04
Council	Richard Peterson	1,200.00	1,200.00		74.40	17.40	0.00	0.00	0.00	3.24	0.00	0.00	0.00	95.04	1,295.04
Council	Carlisle, Wade	1,200.00	1,200.00		74.40	17.40	0.00	0.00	0.00	3.24	0.00	0.00	0.00	95.04	1,295.04
Council	Cobb, Phil	1,200.00	1,200.00		74.40	17.40	0.00	0.00	0.00	3.24	0.00	0.00	0.00	95.04	1,295.04
Department Totals:		\$9,600.00	\$9,600.00		\$595.20	\$139.20	\$0.00	\$0.00	\$0.00	\$25.09	\$0.00	\$0.00	\$0.00	\$760.29	10,360.29
City Clerk															
City Clerk	Reyes, Cher	61,707.00	61,707.00		3,825.83	894.75	7,003.74	74.05	0.00	166.40	13,156.92	611.88	71.28	25,804.86	87,511.86
Department Totals:		61,707.00	61,707.00		3,825.83	894.75	7,003.74	74.05	0.00	166.40	13,156.92	611.88	71.28	25,804.86	87,511.86
Administration															
City Manager	Ray Alley	\$91,000.00	91,000.00		5,642.00	1,319.50	10,328.50	109.20	0.00	245.39	13,156.92	611.88	71.28	31,484.87	122,484.87
Assistant PW/Building Inspector	Young, Michael	44,414.45	44,414.45		2,753.70	644.01	5,041.04	53.30	0.00	119.77	13,156.92	611.88	71.28	22,461.89	66,866.34
Department Totals:		\$135,414.45	135,414.45		8,395.70	1,963.51	15,369.54	162.50	0.00	365.16	26,313.84	1,223.76	142.56	53,936.57	189,351.02
Community Development															
Code Enforcement Officer	Doyle Stuart	44,616.00	44,616.00		2,766.19	646.93	5,063.92	53.54	0.00	120.31	13,156.92	611.88	71.28	22,490.97	67,106.97
Department Totals:		\$44,616.00	44,616.00		2,766.19	646.93	5,063.92	53.54	0.00	120.31	13,156.92	611.88	71.28	22,490.97	67,106.97
Finance															
Finance Director	Sullivan, Randall	\$93,000.00	92,992.98		5,799.33	1,346.94	10,543.29	111.47	0.00	250.50	13,156.92	611.88	71.28	31,851.60	124,743.98
Department Totals:		\$93,000.00	92,992.98		5,799.33	1,346.94	10,543.29	111.47	0.00	250.50	13,156.92	611.88	71.28	31,851.60	124,743.98

Position	Employee	Annual	Budget Amount	Social Security	Medicare	ASRS Retirement	Retirement LTD	PSRS	Workers Comp	MEDICAL	DENTAL	VISION	Total ERE's	Total Payroll
Public Works														
Levy and Facilities Manager	Tim Kelley	\$51,673.60	51,673.60	3,203.76	749.27	5,864.95	62.01	0.00	2,101.79	13,156.92	611.88	71.28	25,621.86	77,495.46
Department Totals:		\$51,673.60	51,673.60	3,203.76	749.27	5,864.95	62.01	-	2,101.79	13,156.92	611.88	71.28	25,621.86	77,495.46
Fleet Maintenance														
Fleet Services Technician - Senior	Gerwitz, John	50,051.20	50,051.20	3,103.17	725.74	5,690.81	60.06	0.00	1,969.03	13,156.92	611.88	71.28	24,978.90	75,030.10
Fleet Services Technician	Marcus Todacheanle	22,339.20	25,000.00	1,550.00	362.50	2,837.50	30.00	0.00	783.71	13,156.92	611.88	71.28	19,403.79	44,409.79
Department Totals:		\$72,390.40	75,051.20	4,653.17	1,088.24	8,518.31	90.06	-	2,352.74	26,313.84	1,223.76	142.56	44,382.69	119,433.89
Golf Course														
Golf Course Manager	John Larson	\$42,621.60	42,621.60	2,636.34	616.58	4,826.20	51.03	0.00	955.55	13,156.92	611.88	71.28	22,925.76	65,447.36
Golf Course Maintenance Worker	Reese, David	\$39,029.80	39,029.80	2,357.78	551.42	4,316.27	45.63	0.00	854.58	13,156.92	611.88	71.28	21,965.77	59,994.57
Golf Course Maintenance Worker	Rutherford, Steve	\$26,000.00	26,000.00	1,612.00	377.00	2,951.00	31.20	0.00	584.27	5,712.96	319.32	55.92	11,643.67	37,645.67
Parks Maintenance Worker	Smith, Bob	\$20,640.05	26,000.00	1,612.00	377.00	2,951.00	31.20	0.00	584.27	0.00	0.00	0.00	5,555.47	31,555.47
Grounds Keeper	Temps/Part-time	\$3,200.00	\$3,200.00	198.40	46.40	0.00	0.00	0.00	71.91	0.00	0.00	0.00	316.71	3,516.71
Department Totals:		\$130,390.45	135,750.40	8,416.52	1,968.38	15,044.47	159.06	-	3,050.55	32,026.80	1,543.06	198.48	62,407.38	198,157.78
Animal Control														
Animal Control Supervisor	Young, Merrill	\$41,350.56	41,350.56	2,563.73	599.58	4,693.29	49.62	0.00	1,045.39	5,712.96	319.32	55.92	15,039.81	56,390.37
Department Totals:		\$41,350.56	41,350.56	2,563.73	599.58	4,693.29	49.62	-	1,045.39	5,712.96	319.32	55.92	15,039.81	56,390.37
Airport														
Municipal Airport Operator	Vacant	\$0.00	-	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
Department Totals:		\$0.00	-	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
Magistrate														
Magistrate Judge	Evelyn Marez	\$17,000.00	\$17,000.00	1,054.00	245.60	0.00	0.00	0.00	45.84	0.00	0.00	0.00	1,346.34	\$18,346.34
Department Totals:		\$17,000.00	\$17,000.00	\$1,054.00	\$245.60	\$0.00	\$0.00	\$0.00	\$45.84	\$0.00	\$0.00	\$0.00	\$1,346.34	\$18,346.34
Lodgers														
Department Totals:		\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
Senior Center														
Senior Center Bus Driver	Jimenez, Carlos	\$24,711.41	34,711.41	2,152.11	503.32	3,939.75	41.65	0.00	682.53	13,156.92	611.88	71.28	21,159.43	\$55,070.84
Department Totals:		\$24,711.41	\$34,711.41	\$2,152.11	\$503.32	\$3,939.75	\$41.65	\$0.00	\$682.53	\$13,156.92	\$611.88	\$71.28	\$21,159.43	\$55,070.84
City Totals:		1,817,297.17	1,850,590.30	114,736.60	26,833.56	123,105.48	1,301.66	488,169.32	54,163.89	412,366.44	20,033.28	2,539.88	1,253,239.80	3,103,830.10

City of Holbrook  
BUDGETED SALARIES & ERE  
UTILITY FUND BY DEPARTMENT  
FY 2015-2016

Position	Employee	14/15 Annual	Budget Amount	0.00%	6.20%	1.45%	9.36%	71.89%	Workers	476.08	26.61	4.66	Total	Total
			\$0.00	Retirement	Social Security	Medicare	ASRS Retirement	PSRS	Comp	MEDICAL	DENTAL	VISION	ERE's	Payroll
<b>Sanitation</b>														
Sanitation Supervisor	Hollins, Oscar	51,737.46	51,737.46	5,872.20	3,207.72	760.19	5,872.20	62.08	3,633.26	13,156.92	611.88	71.23	27,365.55	\$79,103.01
Solid Waste Handler	Hollins, Samuel	30,000.00	16,000.00	1,702.50	930.00	217.50	1,702.50	18.00	1,053.38	6,578.46	305.94	35.64	10,841.42	\$25,841.42
Transfer Site Operator	Frank Rasheed	30,000.00	16,000.00	1,702.50	930.00	217.50	1,702.50	18.00	1,053.38	6,578.46	305.94	35.64	10,841.42	\$25,841.42
Administration Director	Austin, Timothy	30,499.20	30,499.20	3,461.66	1,890.95	442.24	3,461.66	36.60	2,141.81	5,712.96	319.32	55.92	14,061.45	\$44,560.65
Administration Director	Pat Nichols	\$13,118.00	13,118.00	1,488.89	813.32	190.21	1,488.89	15.74	35.37	1,904.13	106.43	18.64	4,572.73	\$17,690.73
Administration Director	James, Vickie	\$18,458.66	\$10,000.00	1,135.00	620.00	145.00	1,135.00	12.00	26.97	1,904.13	106.43	18.64	3,968.16	\$13,968.16
Accounting Assistant	Barrera, Stacy	\$13,667.73	\$13,667.73	1,551.29	847.40	198.18	1,551.29	16.40	36.66	1,904.13	106.43	18.64	4,679.32	\$18,347.05
<b>Department Totals:</b>		<b>\$189,481.05</b>	<b>149,022.39</b>	<b>16,914.04</b>	<b>9,239.39</b>	<b>2,160.82</b>	<b>16,914.04</b>	<b>178.83</b>	<b>7,981.02</b>	<b>37,739.19</b>	<b>1,862.37</b>	<b>254.39</b>	<b>76,330.05</b>	<b>225,352.44</b>
<b>Water</b>														
WW Manager	Armando Aguilera	48,329.17	48,329.17	4,523.61	2,986.41	700.77	4,523.61	0.00	1,894.30	13,156.92	611.88	71.23	23,945.17	\$72,274.34
WW Maintenance Worker - Senior	Baldonado, Louis	46,529.60	46,529.60	5,281.11	2,884.84	674.68	5,281.11	55.84	1,814.14	13,156.92	611.88	71.23	24,560.68	\$71,080.28
Water Reader	Chavez-Ramirez, Oscar	36,801.60	36,801.60	4,176.98	2,281.70	533.62	4,176.98	44.16	1,434.86	13,156.92	611.88	71.23	22,311.40	\$59,113.00
Administration Director	Pat Nichols	\$13,118.00	13,118.00	1,488.89	813.32	190.21	1,488.89	15.74	35.37	1,904.13	106.43	18.64	4,572.73	\$17,690.73
Administration Director	James, Vickie	\$18,458.66	\$10,000.00	1,135.00	620.00	145.00	1,135.00	12.00	26.97	1,904.13	106.43	18.64	3,968.16	\$13,968.16
Accounting Assistant	Barrera, Stacy	\$13,667.73	\$13,667.73	1,551.29	847.40	198.18	1,551.29	16.40	36.86	1,904.13	106.43	18.64	4,679.32	\$18,347.05
Overtime	Various	\$21,000.00	5,000.00	567.50	310.00	72.50	567.50	6.00	194.94	0.00	0.00	0.00	1,150.94	\$6,150.94
Certification Bonus	Various	\$0.00	\$0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	\$0.00
<b>Department Totals:</b>		<b>\$227,904.76</b>	<b>203,446.10</b>	<b>22,129.38</b>	<b>12,813.66</b>	<b>2,949.97</b>	<b>22,129.38</b>	<b>186.14</b>	<b>6,597.11</b>	<b>58,340.07</b>	<b>2,766.81</b>	<b>341.03</b>	<b>105,924.17</b>	<b>\$309,370.27</b>
<b>Treatment Plant/WasteWater</b>														
WW Treatment Chief Operator	Spencer, Lance	60,000.00	60,000.00	6,810.00	3,720.00	870.00	6,810.00	72.00	2,319.11	5,712.96	319.32	55.92	19,879.31	\$79,879.31
WW Maintenance Worker	Cassidy, Sean	38,320.00	38,320.00	4,348.32	2,375.84	555.64	4,348.32	45.98	1,494.06	13,156.92	611.88	71.23	22,660.92	\$60,980.92
WW Maintenance Worker	Harrison, Julie	45,121.60	45,121.60	5,121.30	2,797.54	654.26	5,121.30	54.15	1,744.03	5,712.96	319.32	55.92	16,469.48	\$61,581.08
WW Maintenance Worker	Joseph Martinez	21,840.00	28,080.00	3,187.08	1,740.96	407.16	3,187.08	33.70	1,035.34	13,156.92	611.88	71.23	20,294.32	\$48,374.32
Administration Director	Pat Nichols	\$13,118.00	13,118.00	1,488.89	813.32	190.21	1,488.89	15.74	35.37	1,904.13	106.43	18.64	4,572.73	\$17,690.73
Administration Director	James, Vickie	\$18,458.68	\$10,000.00	1,135.00	620.00	145.00	1,135.00	12.00	26.97	1,904.70	106.46	18.64	3,968.77	\$13,968.77
Accounting Assistant	Barrera, Stacy	\$13,667.74	\$13,667.74	1,551.29	847.40	198.18	1,551.29	16.40	36.66	1,904.70	106.46	18.64	4,679.53	\$18,347.67
<b>Department Totals:</b>		<b>\$216,526.02</b>	<b>208,307.34</b>	<b>23,642.88</b>	<b>12,815.06</b>	<b>3,020.46</b>	<b>23,642.88</b>	<b>249.97</b>	<b>6,741.74</b>	<b>43,453.29</b>	<b>2,181.75</b>	<b>310.33</b>	<b>92,515.47</b>	<b>\$300,822.81</b>
<b>City Totals: Utilities</b>		<b>632,911.83</b>	<b>560,775.83</b>	<b>62,886.31</b>	<b>34,768.10</b>	<b>8,131.25</b>	<b>62,886.31</b>	<b>614.94</b>	<b>21,319.86</b>	<b>139,532.55</b>	<b>6,810.93</b>	<b>905.75</b>	<b>274,769.69</b>	<b>\$835,545.52</b>

City of Holbrook  
BUDGETED SALARIES & ERE  
HURF FUND  
FY 2016-2016

Position	Employee	14/15 Annual	Budget Amount	0.00% \$0.00	6.20% Social Security	1.45% Medicare	11.35% ASRS Retirement	0.12% Retirement LTD	71.89% PSRS	Workers Comp	MEDICAL	DENTAL	VISION	Total ERE's	Total Payroll
Streets															
Street Maintenance Crew Chief	Serna, Patrick	\$46,508.80	46,508.80		2,883.55	674.38	5,278.75	55.61		4,614.32	13,156.92	611.88	71.28	27,346.88	\$73,855.68
Street Maintenance Worker - Senior	Monies, Jose	40,114.00	20,800.00		1,289.60	301.60	2,360.80	24.96		2,063.95	5,712.96	319.32	55.92	12,128.81	\$32,928.81
Street Maintenance Worker	Chris Young	\$25,320.05	28,060.00		1,740.96	407.16	3,187.08	33.70		2,785.93	5,712.96	319.32	55.92	14,243.02	\$42,328.02
Street Maintenance Worker	Moe Serna	\$30,000.00	30,000.00		1,850.00	435.00	3,405.00	38.00		2,976.42	5,712.96	319.32	55.92	14,800.62	\$44,800.62
Street Maintenance Worker	Daniel Gabalidon	20,800.00	28,060.00		1,740.96	407.16	3,187.08	33.70		2,785.93	13,156.92	611.88	71.28	21,984.90	\$50,074.90
Street Maintenance Worker	Landon Hunt	20,800.00	20,800.00		1,289.60	301.60	0.00	0.00		2,063.95	0.00	0.00	0.00	3,654.85	\$24,454.85
Street Maintenance Worker	Agramont, Jose II	26,873.60	28,060.00		1,740.96	407.16	3,187.08	33.70		2,785.93	13,156.92	611.88	71.28	21,984.90	\$50,074.90
Street Maintenance Worker	Hollins, Samuel	30,000.00	15,000.00		930.00	217.50	1,702.50	18.00	0.00	1,488.21	6,578.46	305.94	35.64	11,276.25	\$26,276.25
Street Maintenance Worker	Frank Rasheed	30,000.00	15,000.00		930.00	217.50	1,702.50	18.00	0.00	1,488.21	6,578.46	305.94	35.64	11,276.25	\$26,276.25
Temp	Vacant	\$0.00	-		0.00	0.00	0.00	0.00		0.00	0.00	0.00	0.00	0.00	\$0.00
Overtime	Various	\$0.00	-		0.00	0.00	0.00	0.00		0.00	0.00	0.00	0.00	0.00	\$0.00
<b>Department Totals:</b>		<b>\$270,416.48</b>	<b>232,348.30</b>		<b>14,405.63</b>	<b>3,369.06</b>	<b>24,010.79</b>	<b>253.86</b>	<b>-</b>	<b>23,052.23</b>	<b>69,766.56</b>	<b>3,405.48</b>	<b>452.88</b>	<b>138,716.48</b>	<b>\$71,065.28</b>

City of Holbrook  
BUDGETED SALARIES & ERE  
GRANTS FUND  
FY 2015-2016

Position	Employee	14/15 Annual	Budget Amount	0.00% \$0.00	6.20% Social Security	1.45% Medicare	11.35% ASRS Retirement	0.12% Retirement LTD	71.89% PFRS	Workers Comp	MEDICAL	DENTAL	VISION	Total ERE's	Total Payroll
School Resource Officer	Vacant	\$42,000.00	42,000.00	0.00	2,604.00	608.00	0.00	0.00	30,193.80	2,066.97	13,156.92	13,156.92	4.66	74,944.53	116,944.53
Department Totals:		\$42,000.00	42,000.00	\$0.00	\$2,604.00	\$608.00	\$0.00	\$0.00	\$30,193.80	\$2,066.97	\$13,156.92	\$13,156.92	\$13,156.92	\$74,944.53	\$116,944.53

**CITY OF HOLBROOK**

**INVOICE APPROVAL REPORT**

**BY GL NUMBER WALT'S  
HARDWARE**

07/23/2015 THRU 08/05/2015

**TOTAL** **\$1,264.52**



Report Criteria:  
 Invoice.Vendor No = 9700

Invoice No	Seq	Type	Vendor Name Description Inventory No	Vendor No	Inv Date Due Date	Total Cost	Term 1099	Disc Date	Disc Amt	PO Number	GL Per GL Acct	R
<b>8/5/2015</b>												
WALT'S HARDWARE				9700								
073115	1	Inv	SUPPLIES		07/31/2015 08/05/2015	282.79	0 No		.00		001-131-5040	8/15
073115	2	Inv	SUPPLIES		07/31/2015 08/05/2015	62.21	0 No		.00		001-031-5026	8/15
073115	3	Inv	SUPPLIES		07/31/2015 08/05/2015	357.43	0 No		.00		001-040-5026	8/15
073115	4	Inv	SUPPLIES		07/31/2015 08/05/2015	6.25	0 No		.00		001-050-5026	8/15
073115	5	Inv	SUPPLIES		07/31/2015 08/05/2015	269.34	0 No		.00		007-087-5026	8/15
073115	6	Inv	SUPPLIES		07/31/2015 08/05/2015	28.63	0 No		.00		002-092-5026	8/15
073115	7	Inv	SUPPLIES		07/31/2015 08/05/2015	68.14	0 No		.00		002-091-5026	8/15
073115	8	Inv	SUPPLIES		07/31/2015 08/05/2015	89.31	0 No		.00		001-005-5026	8/15
073115	9	Inv	SUPPLIES		07/31/2015 08/05/2015	64.15	0 No		.00		001-004-5026	8/15
073115	10	Inv	SUPPLIES		07/31/2015 08/05/2015	6.57	0 No		.00		006-014-5026	8/15
073115	11	Inv	SUPPLIES		07/31/2015 08/05/2015	24.31	0 No		.00		002-090-5026	8/15
073115	12	Inv	SUPPLIES		07/31/2015 08/05/2015	5.39	0 No		.00		001-093-5026	8/15
Total 073115						1,264.52						
Total 9700						1,264.52						
Total 8/5/2015						1,264.52						

08/05/2015 GL Period Summary

GL Period	Amount
8/15	1,264.52
	<u>1,264.52</u>
Grand Total:	<u>1,264.52</u>

Report GL Period Summary

GL Period	Amount
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GL Period	Amount
8/15	1,264.52
	<u>1,264.52</u>

Vendor Number Hash: 9700  
 Vendor Number Hash - Split: 116400  
 Total Number of Invoices: 1  
 Total Number of Transactions: 12

TC	Terms Description	Invoice Amt	Discount Amt	Net Inv Amt
0	Open Terms	1,264.52	.00	1,264.52
		<u>1,264.52</u>	<u>.00</u>	<u>1,264.52</u>

Report Criteria:  
 Invoice.Vendor No = 9700