

**FY 2021/22  
“FINAL”  
ADOPTED BUDGET**



**Resolution 2021-12**

**and**

**Arizona  
State Forms**

**June 24<sup>th</sup>, 2021**

# Budget Calendar

Last Modified June 10, 2021

APRIL 8 - OPERATING FUND			Modified: April 22, May 7, June 10	MAY 13 - ALL FUNDS		
DAY 1	Work session	Time		DAY 3	Work session	Time
Revenue outlook		0:10	CONSIDERATIONS & ACTIONS	Follow up from Day 2		0:10
Personnel factors		0:10		Other programs		
PSPRS Unfunded liability		0:30		Debt service		0:01
APRIL 22 - OPERATING FUND			MAY 27 - TENTATIVE BUDGET	Contingencies		0:01
DAY 2	Work session	Time		Public transit		0:02
Follow up from Day 1		0:05		Grants and donations		0:10
Budget document overview		0:05	Resolution: Adopt tentative budget FY2022	Assigned balances		0:10
Operating fund summaries*		0:05		Fleet & facilities		
Central services				PD & IT equipment		
Finance office		0:05	JUNE 24 - FINAL BUDGET	Debt Service & PRPRS reserve		
Information technology		0:10		Financial summaries		0:04
Public safety				Financial forecast **		0:02
Police department		0:20	JUNE 10 - OTHER	Capital Improvement Plan		0:50
Alarm and fire services		0:05		Direction from Council		TBD
Municipal court		0:15		ESTIMATED TIME 5/13		1:30
Development			DAY 5 Regular Session	MAY 27 - WRAP UP		
Public works		0:15		DAY 4a	Work session	Time
CDD and Wastewater*		0:30		Follow up from Day 3		0:10
Leadership			Resolutions FY2022: Adoption of ARS: PSPRS policy Designation of CFO for AELR Large purchases FY2022	ARS: PSPRS funding policy		0:02
Legal services*		0:10		AZ "State budget forms"		0:03
Town manager*		0:10		Changes for tentative budget		0:20
Mayor and Council*		0:15	Resolutions FY2021: Budget Amendment 2021	Direction from Council		TBD
Direction from Council		TBD		ESTIMATED TIME 5/27		0:35
ESTIMATED TIME 4/22		2:30				
			*information available by April 20th **information available by May 11th			



# Actions for June 24<sup>th</sup>

After a brief budget summary from staff

- ▶ Hold a public hearing for public comments on the budget
- ▶ Consider proposed amendments to the Tentative budget
- ▶ Consider adopting resolution 2021-12 that:
  - Adopts the budget, as amended
  - Provides single year funding for the Capital Improvement Plan
  - Approves the Strategic Revenue Plan
  - Single year delegation of authority to the Town Manager to reopen department contingency "three" programs
- ▶ The Adopted Budget **cannot exceed** the total Tentative Budget; but the total *can be reduced and amendments can be made between lines*

## From Staff Report; page 1

One of the most important duties of the Mayor and Town Council is to adopt an annual budget for the Town.

The budget process provides the Council with the opportunity to match the needs of the Town and available resources with the intent of gaining the maximum return on each dollar.



The Town's budget is a result of all departments, management and Town Council's collaborative efforts to set and communicate the Town's:

- financial plan,
- policies and
- operational guide for the upcoming fiscal year.

## From Staff Report; page 2

The tentative budget includes funding for:

- All department's "priority 2" operating budgets effective July 1
- Payment of debt obligations
- Capital improvement projects
- Three enterprise services.

Department "priority 3 contingencies" are not available July 1

- but possibly later in the fiscal year if "specific criteria are met, and service demands materialize".

The contingencies are set for a fluid transition

- when revenue rebound and
- to assist in ensuring the Town maintains a financially sustainable structure.

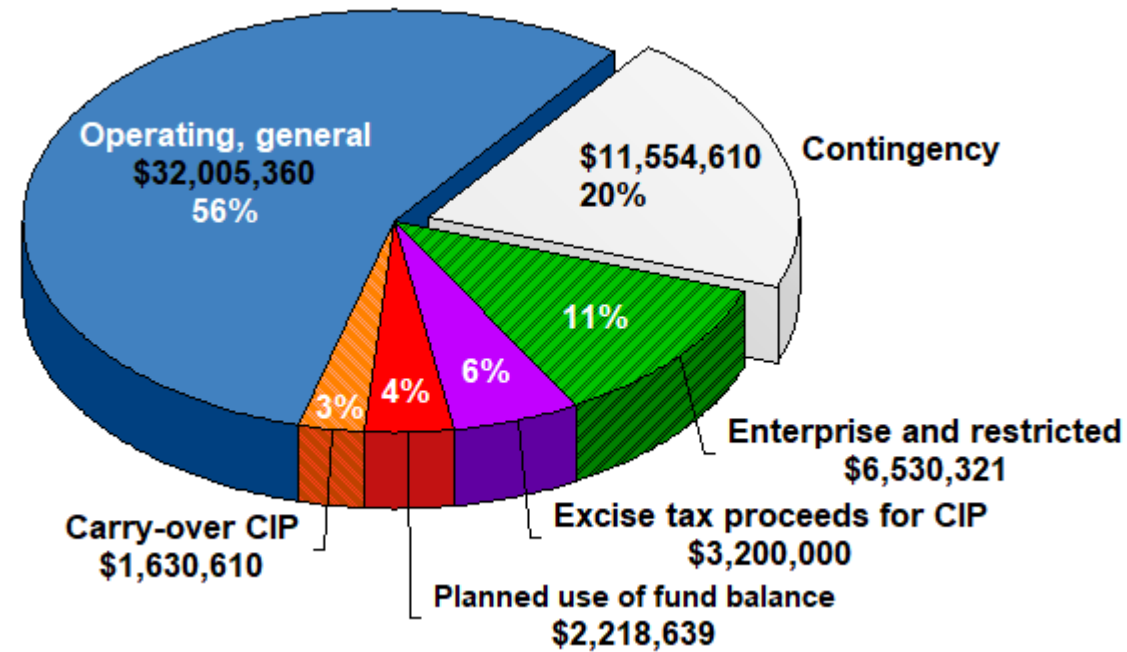


# Tentative Budget Summary

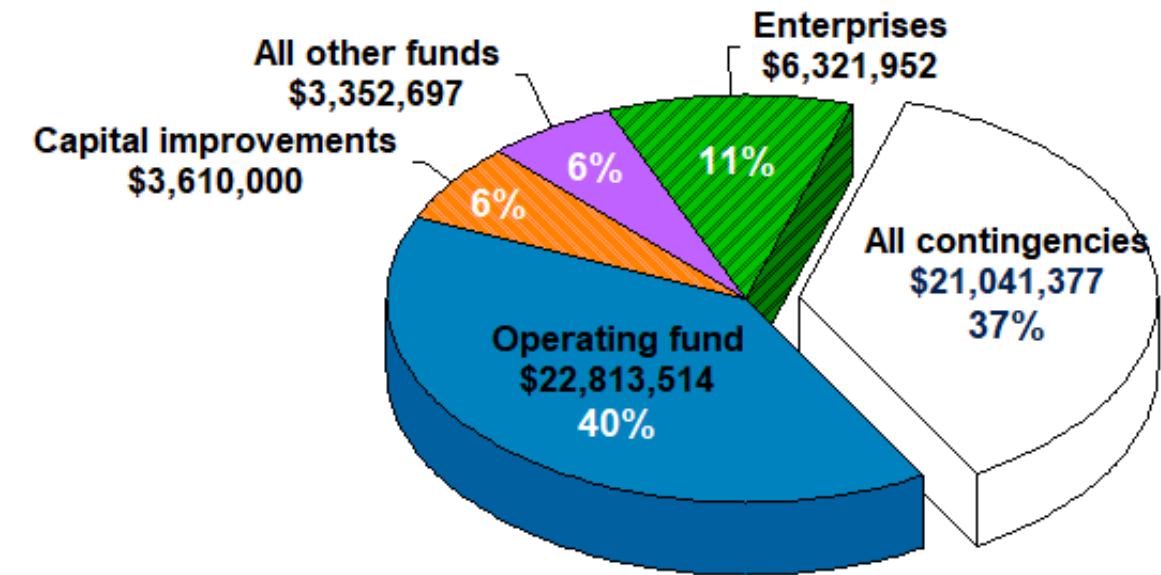


## Sources and Uses

### SOURCES



### USES



### HIGHLIGHTS OF THE BUDGET 2022

SOURCES		SOURCES	
	Amount	% of Total	
Operating, general revenues	\$32,005,360	56.0%	
Carry-over Town and private funding for CIP	1,630,610	2.9%	
Enterprise fees and restricted revenues	6,530,321	11.4%	
Planned use of carry forward fund balance	2,218,639	3.9%	
Excise tax proceeds available for CIP	3,200,000	5.6%	
Contingencies for fluid operational transition	11,554,610	20.2%	
<b>TOTAL SOURCES</b>	<b>\$57,139,540</b>	<b>100.0%</b>	

### HIGHLIGHTS OF THE BUDGET 2022

EXPENDITURES / EXPENSES		EXPENDITURES	
	Amount	% of Total	
Operating fund, Department's priority two	\$22,813,514	39.9%	
Capital Improvement Projects	3,610,000	6.3%	
CIP Excise tax obligation payments	2,877,064	5.0%	
Enterprise funds	6,321,952	11.1%	
Court, Police and other grants and donations	475,633	0.8%	
Contingencies for fluid operational transition	21,041,377	36.8%	
<b>TOTAL EXPENDITURES / EXPENSES</b>	<b>\$57,139,540</b>	<b>100.0%</b>	

# Tentative Budget Summary

## SOURCES

HIGHLIGHTS OF THE BUDGET 2022		EXPANDED LIST
SOURCES	Amount	% of Total
Operating, general revenues		
Local taxes	\$20,702,800	36.2%
Licenses and permits	2,990,600	5.2%
Intergovernmental revenue	5,416,370	9.5%
Fines and forfeits	2,125,000	3.7%
All other operating, general revenues	770,590	1.3%
Carry-over Town and private funding for CIP	785,610	1.4%
Private capital contributions for CIP	845,000	1.5%
Enterprise fee revenues		
Alarm services fees	140,000	0.2%
Fire services fees	3,233,000	5.7%
Waterwater service and impact fees	2,780,000	4.9%
Restricted revenues		
Municipal court grants	249,721	0.4%
Other grants and donations	127,600	0.2%
Planned use of fund balance - general & grants	1,871,687	3.3%
Planned use of fund balance - enterprises	346,952	0.6%
Excise tax proceeds available for CIP	3,200,000	5.6%
Contingencies for fluid operational transition		
Local taxes	3,742,200	6.5%
Licenses and permits	737,000	1.3%
Intergovernmental revenue	138,400	0.2%
Fines and forfeits	1,067,000	1.9%
All other operating, general revenues	1,245,010	2.2%
AEL excluded <i>Includes American Recovery Plan</i>	4,625,000	8.1%
<b>TOTAL SOURCES</b>	<b>\$57,139,540</b>	<b>100.0%</b>

# Sources and Uses

## USES

HIGHLIGHTS OF THE BUDGET 2022		EXPANDED LIST
EXPENDITURES / EXPENSES	Amount	% of Total
Operating fund, Department's priority two		
Police department	\$ 8,947,952	15.7%
Community development	2,676,508	4.7%
Public works and streets	4,012,874	7.0%
Town manager's office and Post office	1,480,528	2.6%
Tourism	1,242,000	2.2%
Information technology	1,213,843	2.1%
All other departments	3,239,809	5.7%
Capital Improvement Projects		
Town funded capital projects	2,765,000	4.8%
Non-Town funded capital projects	845,000	1.5%
CIP Excise tax obligation payments	2,877,064	5.0%
Enterprise funds		
Alarm services	149,212	0.3%
Fire services	3,386,527	5.9%
Wastewater services	2,786,213	4.9%
Court, Police and other grants and donations	475,633	0.8%
Contingencies for fluid operational transition		
CIP Contingency for CIP Activities	1,020,610	1.8%
CIP Excise tax proceeds for projects	3,200,000	5.6%
Federal, state and court grants	4,625,000	8.1%
Enterprise funds	178,000	0.3%
Department's priority three	2,220,435	3.9%
General operating purposes	1,266,613	2.2%
AEL capacity - emergency use only	8,530,719	14.9%
<b>TOTAL EXPENDITURES / EXPENSES</b>	<b>\$57,139,540</b>	<b>100.0%</b>

# Tentative Budget Summary

## FULL-TIME EQUIVELANTS ("FTEs")

Positions are measured in FTE's. An FTE is 1.0 when enough authorized hours yield full benefits. Temporary positions are term-limited and require Council action to continue after the term has ended or to convert it to a regular FTE position.

FULL TIME EQUIVALENTS ("FTE")								
DEPARTMENT	Budget 2021/22	Actual 2020/21	Chg +/-	Actual 2019/20	Actual 2018/19	Actual 2017/18	Actual 2016/17	Actual 2015/16
Town manager's office								
Administration	4.0	4.0	-	4.0	5.0	5.0	4.0	4.0
Post Office	2.0	2.0	-	2.0	2.0	2.0	2.0	2.0
Town attorney's office	3.8	4.0	(0.2)	4.0	4.0	3.0	3.0	3.0
Municipal court	10.5	8.5	2.0	7.0	7.0	6.0	5.0	5.0
Police department								
Sworn	35.0	35.0	-	34.0	34.0	34.0	34.0	33.0
Civilian	15.0	15.0	-	15.0	10.0	8.0	8.0	8.0
Public works								
Facilities and fleet	3.0	3.0	-	3.0	3.0	3.0	3.0	3.0
Streets & pavement plan	10.0	10.0	-	10.0	10.0	10.0	10.0	10.0
Community development	16.0	16.0	-	16.0	14.0	13.0	12.0	12.0
Information technology	5.0	5.0	-	5.0	5.0	4.0	3.0	3.0
Finance	4.6	4.6	-	4.5	4.0	4.0	4.0	4.0
<b>Sub-Total Priority 2 FTEs</b>	<b>108.9</b>	<b>107.1</b>	<b>1.8</b>	<b>104.5</b>	<b>98.0</b>	<b>92.0</b>	<b>88.0</b>	<b>87.0</b>
Contingency Priority 3:								
Police - sworn	2.0	2.0	-	-	-	-	-	-
Community development	3.0	1.0	2.0	1.0	-	-	-	-
<b>Total Authorized FTEs</b>	<b>113.9</b>	<b>110.1</b>	<b>3.8</b>	<b>105.5</b>	<b>98.0</b>	<b>92.0</b>	<b>88.0</b>	<b>87.0</b>

TEMPORARY (TERM-LIMITED OR CONTRACTED)								
DEPARTMENT	Budget 2021/22	Actual 2020/21	Chg +/-	Actual 2019/20	Actual 2018/19	Actual 2017/18	Actual 2016/17	Actual 2015/16
Town manager's office	0.4	0.4	-	-	-	-	-	-
Town attorney's office	-	0.4	(0.4)	0.4	-	1.2	1.0	1.0
Municipal court	-	0.6	(0.6)	3.0	3.0	3.0	5.0	3.0
Police department	1.0	1.0	-	1.0	1.0	3.0	2.0	-
Community development	1.0	1.0	-	-	-	-	1.0	-
<b>Total temporary FTE</b>	<b>2.4</b>	<b>3.4</b>	<b>(1.0)</b>	<b>4.4</b>	<b>4.0</b>	<b>7.2</b>	<b>9.0</b>	<b>4.0</b>

# Summary

## ENTERPRISE ALLOCATIONS

Town Departments provide direct services and support to the Town's Enterprises. Enterprises are intended to be self sufficient. Based on statistical date, an allocation is applied; and is reviewed with the Budget and audited with the CAFR.

SCHEDULE OF ADMINISTRATIVE COSTS				
Department	Enterprise			Total
	Alarm	Fire	Wastewater	
Legal services	-	\$ 26,680	\$ 13,340	\$ 40,020
Police	\$ 97,480	29,090	-	126,570
Facilities	-	21,230	-	21,230
Community development	-	97,256	67,324	164,580
Information technology	12,115	5,256	1,679	19,050
Finance	6,752	65,663	39,895	112,310
<b>Total</b>	<b>\$ 116,347</b>	<b>\$ 245,175</b>	<b>\$ 122,238</b>	<b>\$ 483,760</b>

## INTERFUND TRANSFERS

Transfers are made for various reasons: funding or closing major projects, reimbursement of fronting cash, or mandated separate funds (HURF, AZCares).

SCHEDULE OF TRANSFERS				
Transfer in	Transfers out			Total
	General Fund	Wastewater Impact Fees	CIP Proceeds	
HURF fund (streets)	\$ 2,081,945	-	-	\$ 2,081,945
Capital projects fund	3,000,000	-	\$ 3,500,000	6,500,000
Debt service fund	2,877,064	-	-	2,877,064
Wastewater utility	-	\$ 200,000	-	200,000
<b>Total</b>	<b>\$ 7,959,009</b>	<b>\$ 200,000</b>	<b>\$ 3,500,000</b>	<b>\$ 11,659,009</b>



# Tentative Budget Summary

TOTAL BUDGET				
All Town Funds	Budget 2021/22	Budget 2020/21	Change \$	Change %
Operating fund expenditures *	\$22,813,514	\$22,233,512	\$ 580,002	2.6%
All contingencies	21,041,377	18,447,576	2,593,801	14.1%
Capital projects and debt service	6,487,064	16,638,028	(10,150,964)	-61.0%
All other governmental funds	475,633	324,345	151,288	46.6%
Enterprise funds	6,321,952	6,576,910	(254,958)	-3.9%
<b>Total budget</b>	<b>\$57,139,540</b>	<b>\$64,220,371</b>	<b>\$(7,080,831)</b>	<b>-11.0%</b>
* The "Operating Fund" is the combination of the General and Highway User Revenue Funds				

The total tentative budget is \$57,139,540, which is 11% less than prior year. The primary reason for the decrease is the completion of major capital improvement projects and a prior issuance of excise tax proceeds (AEL exempt)

OPERATING FUND*				
	Budget 2021/22	Budget 2020/21	Change \$	Change %
Personnel	\$13,273,381	\$13,208,623	\$ 64,758	0%
Supplies and services	9,256,563	8,951,644	304,919	3%
Capital outlay	283,570	73,245	210,325	287%
<b>Operating expenditures</b>	<b>22,813,514</b>	<b>22,233,512</b>	<b>580,002</b>	<b>2.6%</b>
General contingency	1,266,613	782,606	484,007	62%
Department priority contingency	2,220,435	309,960	1,910,475	616%
AEL and other contingencies	8,530,719	5,400,000	3,130,719	58%
<b>Expenditures &amp; contingencies</b>	<b>12,017,767</b>	<b>6,492,566</b>	<b>5,525,201</b>	<b>85.1%</b>
Transfers out	5,877,064	5,708,028	169,036	3%
<b>Total uses</b>	<b>\$40,708,345</b>	<b>\$34,434,106</b>	<b>\$ 5,694,237</b>	<b>18.2%</b>
* The "Operating Fund" is the combination of the General and Highway User Revenue Funds				

# Summary

CHANGES FROM THE RECOMMENDED TO TENTATIVE BUDGET		
Description / Year / Department	Amount	
<b>1) Emergency Management position approved in Feb.</b>		
2022 GF: Increase PD FTEs by 1.0; no \$ increase	\$ -	Neutral
The position was included in the personnel budget		
<b>2) Updated Historical Committee</b>		
2022 GF: Mayor, Council, Boards, Committees, Volunteers	\$ 6,500	Increase
2022 GF: AEL match contingency	(6,500)	Decrease
<b>3) Carryforward FY2021 funding to FY2022</b>		
2022 GF: Community services organizations - MCCBV	\$ 15,000	Increase
2022 GF: AEL match contingency	(15,000)	Decrease
2021 GF: Carry forward unassigned fund balance	15,000	Increase
<b>4) Carryforward FY2021 funding to FY2022</b>		
2022 GF: Conference rooms AV upgrades - IT	\$ 55,000	Increase
2022 GF: AEL match contingency	(55,000)	Decrease
2021 GF: Carry forward unassigned fund balance	55,000	Increase
<b>5) Carryforward FY2021 funding to FY2022</b>		
2022 CIP: 2021-03 56th to Invergordon Drive	\$ 100,000	Increase
2022 CIP: "Accounting" Contingency (Operating)	(100,000)	Decrease
2021 CIP Carry forward assigned fund balance	100,000	Increase
RECOMMENDED CHANGES FROM THE TENTATIVE TO "FINAL" ADOPTED BUDGET		
Description / Year / Department	Amount	
<b>A) Information Technology Projects</b>		
2022 GF: Information technology department	\$ 321,150	Increase
2022 GF: Contingencies - restricted	(321,150)	Decrease
Net amounts in FY2021 and in FY2022 budget; sets budget and procurement authority		
<b>B) Sewer Enterprise Repair Contracts (fund with ARPA?)</b>	\$ 345,000	
The above changes were results of discussions with Council. Changes do not increase total budget; with the majority being carrying forward of previously funded project from FY2021 to FY2022. Plus the Projects on the next slide.		



Technology Focus Areas

Subsequent to the IT Department FY2022 budget requests, the department’s operations and budget needs were re-examined. These projects were discussed with Council May 27<sup>th</sup>.

- ▶ Email Upgrade – Office 365 Cloud;
- ▶ Backup and Recovery;
- ▶ Cyber Security and Risk Management;
- ▶ Health Check / Risk Assessment

- ▶ A \$321,150 BA would communicate the vision and direction of the Town’s IT infrastructure and support; and
- ▶ A BA would assist with efficient implementation of IT’s work plan and procurement code requirements.



SEWER

The Sewer Enterprise’s tentative budget includes contracts for: \$326,186 for Sewer Lining and Point Repair; and 16,970 for Sewer Manhole Rehabilitation \$343,156 is recommended as a budget amendment FY2022

Recommendation for Council’s consideration is to use ARPA (American Rescue Plan) funding, *as allowed under the grant*. Further allocation of the ARPA funding will be brought to Council for consideration in the fall of 2021.

Description of Services		Summer			Fall			Summer / Fall
		FY21	FY22		FY22	FY22		
		Actuals	Estimate		Estimate	TBD Items		
		June	July/Aug	Total	Sept-Dec		Total	Total
1.a	Email Upgrade - Office 365 Cloud	8,800	91,200	100,000	45,000		45,000	145,000
1.b	Backup & Recovery Continuous Improvement	5,000	10,000	15,000	25,000		25,000	40,000
2	Cyber Security & Risk Mgmt.							
	Cyber Risk Assessments - External	6,800	200	7,000				7,000
	Cyber Risk Assessments - Internal				35,000		35,000	35,000
	Cyber Risk Remediations					39,750	39,750	39,750
	Cyber Awareness Online Interactive Training					20,000	20,000	20,000
3	Health Check / Risk Assessment (Data Center Major Systems)							
	Professional Services - Analysis / Remediate	7,000	18,000	25,000	35,000		35,000	60,000
	Professional Services - Retire Legacy Equipment				32,000		32,000	32,000
	Total Estimates	27,600	119,400	147,000	172,000	59,750	231,750	378,750







TOWN OF PARADISE VALLEY  
Summary Schedule of Estimated Revenues and Expenditures/Expenses  
Fiscal Year 2022

Fiscal Year	S	c	h	FUNDS							Total All Funds
				General Fund	Special Revenue Fund	Debt Service Fund	Capital Projects Fund	Permanent Fund	Enterprise Funds	Internal Service Funds	
2021 Adopted/Adjusted Budgeted Expenditures/Expenses*	E		1	\$ 27,478,696	\$ 5,248,571	\$ 2,208,028	\$ 22,544,280	\$ -	\$ 6,740,796	\$ -	\$ 64,220,371
2021 Actual Expenditures/Expenses**	E		2	19,570,681	3,872,885	2,208,028	13,644,390	-	6,416,615	-	45,712,599
2022 Fund Balance/Net Position at July 1***			3	49,735,852	1,479,660	1,328,478	4,477,389	-	1,933,413	-	58,954,792
2022 Primary Property Tax Levy	B		4	-	-	-	-		-		-
2022 Secondary Property Tax Levy	B		5	-	-	-	-		-		-
2022 Estimated Revenues Other than Property Taxes	C		6	37,834,970	6,102,321	-	845,000	-	6,153,000	-	50,935,291
2022 Other Financing Sources	D		7	-	-	-	3,200,000	-	-	-	3,200,000
2022 Other Financing (Uses)	D		8	-	-	-	(3,200,000)	-	-	-	(3,200,000)
2022 Interfund Transfers In	D		9	-	2,081,945	2,877,064	3,000,000	-	200,000	-	8,159,009
2022 Interfund Transfers (Out)	D		10	(7,959,009)	-	-	-	-	(200,000)	-	(8,159,009)
2022 Line 11: Reduction for Fund Balance Assigned for Future Budget Year Expenditures			11								
Future Long-Term Debt Retirements				4,197,336	-	1,328,478	-	-	-	-	5,525,814
Future Facilities, Fleet, Equipment and Streets				2,372,585	1,427,778	-	3,200,000	-	-	-	7,000,363
Future Financial Stability (90%)				28,598,702	-	-	-	-	-	-	28,598,702
2022 Total Financial Resources Available			12	44,443,190	8,236,148	2,877,064	11,522,389	-	8,086,413	-	75,165,204
2022 Budgeted Expenditures/Expenses	E		13	\$ 31,776,336	\$ 8,155,578	\$ 2,877,064	\$ 7,830,610	\$ -	\$ 6,499,952	\$ -	\$ 57,139,540

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

2021	2022
\$ 64,220,371	\$ 57,139,540
(10,220)	(10,220)
64,210,151	57,129,320
(20,851,090)	(12,949,732)
\$ 43,359,061	\$ 44,179,588
\$ 43,359,061	\$ 44,179,588





TOWN OF PARADISE VALLEY Revenues Other Than Property Taxes Fiscal Year 2022			
SOURCE OF REVENUES	ESTIMATED REVENUES 2021	ACTUAL REVENUES* 2021	ESTIMATED REVENUES 2022
<b>GENERAL FUND</b>			
<b>Local taxes</b>			
Transaction privilege (sales) tax	\$ 16,198,800	\$ 16,198,800	\$ 16,511,800
Occupancy (bed) tax	2,382,000	2,382,000	3,000,000
Franchise (fee) tax	1,191,000	1,191,000	1,191,000
<b>Licenses and permits</b>			
Building permits	883,000	883,000	880,000
In house plan review	807,600	807,600	700,000
Hillside application	164,100	164,100	95,500
All other licenses and permits	1,256,430	1,256,430	1,315,100
<b>Intergovernmental</b>			
State shared income tax	2,353,300	2,353,300	1,909,770
State shared sales tax	1,654,600	1,654,600	1,718,600
Auto lieu tax	683,730	683,730	678,000
All other intergovernmental	125,390	125,390	137,000
<b>Fines and forfeits</b>			
Court collected fines	1,380,000	1,380,000	1,300,000
PD technology fee	614,110	614,110	610,000
Public safety fee	85,670	85,670	85,000
All other fines and forfeits	165,270	165,270	130,000
<b>Miscellaneous</b>			
Rents and royalties	80,600	80,600	81,640
Post office charges for services	314,940	314,940	341,250
Interest income	438,150	438,150	323,300
Other miscellaneous	134,000	134,000	24,400
Total before contingencies	\$ 30,912,690	\$ 30,912,690	\$ 31,032,360
<b>Contingencies for revenue rebound</b>			
Local taxes contingency	2,847,900		3,742,200
Licenses and permits contingency	771,800		737,000
Intergovernmental contingency	69,790		11,400
Fines and forfeits	354,000		1,087,000
Miscellaneous contingency	487,750		1,245,010
Total General Fund	\$ 35,443,930	\$ 30,912,690	\$ 37,834,970
SCHEDULE C			

TOWN OF PARADISE VALLEY Revenues Other Than Property Taxes Fiscal Year 2022			
SOURCE OF REVENUES	ESTIMATED REVENUES 2021	ACTUAL REVENUES* 2021	ESTIMATED REVENUES 2022
<b>SPECIAL REVENUE FUNDS</b>			
Highway user revenue fund (HURF)	\$ 982,020	\$ 982,020	\$ 973,000
HURF contingency			127,000
Total HURF	\$ 982,020	\$ 982,020	\$ 1,100,000
Court enhancement	\$ 271,796	\$ 271,796	\$ 310,000
Court revenue contingency			(65,279)
Court JCEF and Fill the Gap	5,000	5,000	5,000
Total Court	\$ 276,796	\$ 276,796	\$ 249,721
Police grants and donations	\$ 50,000	\$ 50,000	\$ 114,600
Transportation grants	37,737	37,737	38,000
Other grants and donations	11,590	20,000	1,100,000
Federal and state grant contingency	1,680,424	1,680,424	3,500,000
Total Police and other grants	\$ 1,779,751	\$ 1,788,161	\$ 4,752,600
Total Special Revenue Funds	\$ 3,038,567	\$ 3,046,977	\$ 6,102,321
<b>CAPITAL PROJECTS FUNDS</b>			
Development agreements	\$ 8,110,000	\$ 1,193,214	\$ 575,000
SRP Aesthetics	200,000		200,000
Residents of Paradise Valley	70,000		70,000
	\$ 8,380,000	\$ 1,193,214	\$ 845,000
Total Capital Projects Funds	\$ 8,380,000	\$ 1,193,214	\$ 845,000
<b>ENTERPRISE FUNDS</b>			
Fees for services	\$ 155,000	\$ 135,731	\$ 140,000
Total Alarm Services Fund	\$ 155,000	\$ 135,731	\$ 140,000
Fees for services	\$ 2,850,000	\$ 2,923,156	\$ 2,920,000
IGA fee	245,000	270,000	270,000
Rents and reimbursements	47,000	44,807	43,000
Total Fire Services Fund	\$ 3,142,000	\$ 3,237,963	\$ 3,233,000
Fees for services	\$ 2,580,000	\$ 2,535,354	\$ 2,580,000
Buy back and miscellaneous	20,000	6,477	20,000
Total Wastewater Utility Fund	\$ 2,580,000	\$ 2,541,831	\$ 2,580,000
Impact fee	\$ 150,000	\$ 358,351	\$ 200,000
	\$ 150,000	\$ 358,351	\$ 200,000
Total Wastewater Impact Fee Fund	\$ 6,027,000	\$ 6,273,876	\$ 6,153,000
TOTAL ALL FUNDS	\$ 52,889,497	\$ 41,426,757	\$ 50,935,291
SCHEDULE C			

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



## TOWN OF PARADISE VALLEY Other Financing Sources/ <Uses> and Interfund Transfers Fiscal Year 2022

FUND	OTHER FINANCING 2022		INTERFUND TRANSFERS 2022	
	SOURCES	<USES>	IN	<OUT>
<b>GENERAL FUND</b>				
Highway Revenue User Fund (HURF)	\$	\$	\$	\$ (2,081,945)
CIP Capital Projects Fund				(3,000,000)
CIP Series 2016 Excise Tax				(1,480,883)
CIP Series 2020 Excise Tax				(1,396,181)
Total General Fund	\$	\$	\$	\$ (7,959,009)
<b>SPECIAL REVENUE FUNDS</b>				
Highway Revenue User Fund (HURF)	\$	\$	\$ 2,081,945	\$
Total Special Revenue Funds	\$	\$	\$ 2,081,945	\$
<b>DEBT SERVICE FUNDS</b>				
CIP Series 2016 Excise Tax	\$	\$	\$ 2,877,064	\$
CIP Series 2020 Excise Tax				
Total Debt Service Funds	\$	\$	\$ 2,877,064	\$
<b>CAPITAL PROJECTS FUNDS</b>				
CIP Capital Projects Fund	\$ 3,200,000	\$	\$ 3,000,000	\$
CIP Series 2020 Excise Tax Proceeds		(3,200,000)		
Total Capital Projects Funds	\$ 3,200,000	\$ (3,200,000)	\$ 3,000,000	\$
<b>ENTERPRISE FUNDS</b>				
Wastewater	\$	\$	\$ 200,000	\$
Impact fees				(200,000)
Total Enterprise Funds	\$	\$	\$ 200,000	\$ (200,000)
<b>TOTAL ALL FUNDS</b>	<b>\$ 3,200,000</b>	<b>\$ (3,200,000)</b>	<b>\$ 8,159,009</b>	<b>\$ (8,159,009)</b>

### SCHEDULE D

## TOWN OF PARADISE VALLEY Expenditures/Expenses by Fund Fiscal Year 2022

FUND/DEPARTMENT	ADOPTED BUDGETED EXPENDITURES/ EXPENSES 2021	EXPENDITURE/ EXPENSE ADJUSTMENTS APPROVED 2021	ACTUAL EXPENDITURES/ EXPENSES* 2021	BUDGETED EXPENDITURES/ EXPENSES 2022
<b>GENERAL FUND</b>				
Community development	\$ 2,330,981	\$ 183,724	\$ 2,240,002	\$ 2,676,508
Finance	887,981	85,337	731,843	771,929
Information technology	888,953	75,707	974,905	1,213,843
Mayor, Council, Boards,	152,120		43,565	178,520
Public works	898,914	12,850	887,211	957,929
Tourism promotion	900,000		900,000	1,242,000
Town Attorney's office	705,222	35,157	735,928	873,845
Town Manager's office	1,430,506	89,547	1,240,007	1,480,528
Municipal court	759,281	11,319	807,485	785,515
Police department	8,746,781	201,316	8,366,623	8,947,952
Contingencies - general	2,719,799	(1,087,741)	843,114	2,096,613
Contingencies - pending	9,216,950	(1,503,988)	1,800,000	10,751,154
Total General Fund	\$ 29,415,468	\$ (1,938,772)	\$ 19,570,681	\$ 31,776,336
<b>SPECIAL REVENUE FUNDS</b>				
Court grants	\$ 152,500	\$ (5,977)	\$ 110,073	\$ 322,195
Police and other grants and donations	171,845		66,009	153,438
Grants contingency	1,120,115			4,625,000
Highway user revenue (streets)	1,449,905	2,360,183	3,696,803	3,054,945
Total Special Revenue Funds	\$ 2,894,365	\$ 2,354,206	\$ 3,872,885	\$ 8,155,578
<b>DEBT SERVICE FUNDS</b>				
CIP Series 2016	\$ 1,479,585	\$	\$ 1,479,585	\$ 1,480,883
CIP Series 2020	728,443		728,443	1,396,181
Total Debt Service Funds	\$ 2,208,028	\$	\$ 2,208,028	\$ 2,877,064
<b>CAPITAL PROJECTS FUNDS</b>				
Capital improvement program	\$ 14,430,000	\$	\$ 13,644,390	\$ 3,610,000
Contingency and available proceeds	8,557,600	(443,320)		4,220,610
Total Capital Projects Funds	\$ 22,987,600	\$ (443,320)	\$ 13,644,390	\$ 7,830,610
<b>ENTERPRISE FUNDS</b>				
Alarm fund	\$ 165,134	\$	\$ 147,606	\$ 149,212
Fire services fund	3,378,982		3,347,775	3,386,527
Wastewater fund	3,032,794	25,886	2,921,234	2,786,213
Wastewater impact fee fund				
Enterprise contingencies	138,000			178,000
Total Enterprise Funds	\$ 6,714,910	\$ 25,886	\$ 6,416,615	\$ 6,499,952
TOTAL ALL FUNDS	\$ 64,220,371	\$	\$ 45,712,599	\$ 57,139,540

\* 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.

### SCHEDULE E





TOWN OF PARADISE VALLEY Expenditures/Expenses by Department Fiscal Year 2022				
DEPARTMENT/FUND	ADOPTED BUDGETED EXPENDITURES/ EXPENSES 2021	EXPENDITURE/ ADJUSTMENTS APPROVED 2021	ACTUAL EXPENDITURES/ EXPENSES* 2021	BUDGETED EXPENDITURES/ EXPENSES 2022
Community development:				
General fund	\$ 2,330,961	\$ 163,724	\$ 2,240,002	\$ 2,676,508
Enterprises	159,815		159,815	164,580
Department Total	\$ 2,490,776	\$ 163,724	\$ 2,399,817	\$ 2,841,088
Debt service				
CIP Series 2016	\$ 1,479,585		\$ 1,479,585	\$ 1,480,883
CIP Series 2020	728,443		728,443	1,396,181
Department Total	\$ 2,208,028		\$ 2,208,028	\$ 2,877,064
Finance:				
General fund	\$ 667,981	\$ 65,337	\$ 731,843	\$ 771,929
Enterprise funds	104,695		104,695	112,310
Department Total	\$ 772,676	\$ 65,337	\$ 836,538	\$ 884,239
Information technology:				
General fund	\$ 888,953	\$ 75,707	\$ 974,905	\$ 1,213,843
Enterprise funds	11,235		11,235	19,050
Department Total	\$ 900,188	\$ 75,707	\$ 986,140	\$ 1,232,893
Mayor, Council, Boards, Commissions and Volunteers				
General fund	\$ 152,120		\$ 43,565	\$ 178,520
Department Total	\$ 152,120		\$ 43,565	\$ 178,520
Public Works				
General fund	\$ 896,914	\$ 12,850	\$ 887,211	\$ 957,929
Highway user revenue fund	1,449,905	2,360,183	3,696,803	3,054,945
Enterprise funds	20,698		20,698	21,230
Department Total	\$ 2,367,517	\$ 2,373,033	\$ 4,604,712	\$ 4,034,104
Tourism and Grants				
General fund	\$ 900,000		\$ 900,000	\$ 1,242,000
Grants fund	171,845		66,009	153,438
Department Total	\$ 1,071,845		\$ 966,009	\$ 1,395,438
Town Attorney's office:				
General fund	\$ 705,222	\$ 35,157	\$ 735,926	\$ 673,845
Enterprise funds	39,144		39,144	40,020
Department Total	\$ 744,366	\$ 35,157	\$ 775,070	\$ 713,865
Town Manager's office				
General fund	\$ 874,369	\$ 81,017	\$ 807,161	\$ 921,877
Post office	556,137	8,530	432,846	558,651
Department Total	\$ 1,430,506	\$ 89,547	\$ 1,240,007	\$ 1,480,528

SCHEDULE F

TOWN OF PARADISE VALLEY Expenditures/Expenses by Department Fiscal Year 2022				
DEPARTMENT/FUND	ADOPTED BUDGETED EXPENDITURES/ EXPENSES 2021	EXPENDITURE/ ADJUSTMENTS APPROVED 2021	ACTUAL EXPENDITURES/ EXPENSES* 2021	BUDGETED EXPENDITURES/ EXPENSES 2022
Wastewater services				
Enterprise funds	\$ 2,913,057	\$ 25,886	\$ 2,801,497	\$ 2,663,975
Impact fees				
Department Total	\$ 2,913,057	\$ 25,886	\$ 2,801,497	\$ 2,663,975
Contingencies:				
General fund				
General purpose	\$ 1,891,799	\$ (1,087,741)	\$ 600,000	\$ 1,266,613
Specific purpose	828,000		243,114	830,000
PSPRS liability	5,400,002		1,800,000	
Department priorities 2 & 3	3,816,948	(1,503,988)		2,220,435
Restricted for emergencies				8,530,719
Capital projects - general	554,000	(443,320)		1,020,610
Capital projects - proceeds	8,003,600			3,200,000
Grants and donations	1,120,115			4,625,000
Enterprise funds	138,000			178,000
Department Total	\$ 21,752,464	\$ (3,035,049)	\$ 2,643,114	\$ 21,871,377
Capital Improvement Program:				
Capital projects fund	\$ 14,430,000		\$ 13,644,390	\$ 3,610,000
Department Total	\$ 14,430,000		\$ 13,644,390	\$ 3,610,000
Alarm services:				
Enterprise funds	\$ 46,330		\$ 28,802	\$ 32,865
Department Total	\$ 46,330		\$ 28,802	\$ 32,865
Fire services:				
Enterprise funds	\$ 3,150,265		\$ 3,119,058	\$ 3,141,352
Department Total	\$ 3,150,265		\$ 3,119,058	\$ 3,141,352
Municipal court:				
General fund	\$ 759,281	\$ 11,319	\$ 807,485	\$ 785,515
Court grants	152,500	(5,977)	110,073	322,195
Department Total	\$ 911,781	\$ 5,342	\$ 917,558	\$ 1,107,710
Police department:				
General fund - Operations	\$ 8,746,781	\$ 201,316	\$ 8,366,623	\$ 8,947,952
Enterprise funds	131,671		131,671	126,570
Department Total	\$ 8,878,452	\$ 201,316	\$ 8,498,294	\$ 9,074,522

\* 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.

SCHEDULE F



{This page is intentionally left blank}

TOWN OF PARADISE VALLEY Full-Time Employees and Personnel Compensation Fiscal Year 2022						
FUND	Full-Time Equivalent (FTE)	Employee Salaries and Hourly Costs	Retirement Costs	Healthcare Costs	Other Benefit Costs	Total Estimated Personnel Compensation
GENERAL FUND	105.4	\$ 9,086,688	\$ 2,501,795	\$ 1,189,285	\$ 495,613	\$ 13,273,381
SPECIAL REVENUE FUNDS						
Court grants	3.5	\$ 189,824	\$ 38,777	\$ 22,610	\$ 8,235	\$ 259,446
Total Special Revenue Funds	3.5	\$ 189,824	\$ 38,777	\$ 22,610	\$ 8,235	\$ 259,446
DEBT SERVICE FUNDS						
		\$	\$	\$	\$	\$
Total Debt Service Funds		\$	\$	\$	\$	\$
CAPITAL PROJECTS FUNDS						
		\$	\$	\$	\$	\$
Total Capital Projects Funds		\$	\$	\$	\$	\$
ENTERPRISE FUNDS						
		\$	\$	\$	\$	\$
Total Enterprise Funds		\$	\$	\$	\$	\$
TOTAL ALL FUNDS	108.9	\$ 9,276,512	\$ 2,540,572	\$ 1,211,895	\$ 503,848	\$ 13,532,827

SCHEDULE G



## At Conclusion of this Brief Summary

- ▶ The Adopted Budget **cannot exceed** the total Tentative Budget; but the total *can be reduced and amendments can be made between lines*
- ▶ Hold a public hearing for public comments on the budget
- ▶ Consider proposed amendments to the Tentative budget for IT Projects to provide budget and procurement authority
- ▶ Consider adopting resolution 2021-12 that:
  - Adopts the budget, as amended
  - Provides single year funding for the Capital Improvement Plan
  - Approves the Strategic Revenue Plan
  - Single year delegation of authority to the Town Manager to reopen department contingency “three” programs



## CONSIDERATION AND ACTION

- ▶ These State Forms are submitted for the Mayor and Council’s consideration and action
- ▶ Posted for public inspection on the Town’s website and in the Scottsdale Republic on June 11<sup>th</sup> and 18<sup>th</sup>.
- ▶ Council can categorically modify the approved “Tentative Budget” before a “Final Budget” is adopted; but not increase the total budget
- ▶ Council can amend the budget throughout the fiscal year

## RECOMMENDED MOTIONS

*Motion 1: Amend the Tentative Budget State Forms by increasing the Information Technology Department and decreasing the General Fund Contingency by \$321,150.*

*Motion 2: Amend the Tentative Budget State Forms by authorizing up to \$345,000 of ARPA funding for sewer repairs, as allowed under ARPA.*

*Motion 3: Approve Resolution 2021-12 Adopting the Final Budget, and the Capital Improvement and Strategic Revenue Plans for 2021/22, as amended.*

# **FY 2021/22 “FINAL” ADOPTED BUDGET**



**Resolution 2021-12**

**and**

**Arizona  
State Forms**

**June 24<sup>th</sup>, 2021**