



**TOWN OF
PINETOP-LAKESIDE, AZ**

FY 2015-2016 PROPOSED BUDGET

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Dear Mayor and Council Members,

Town staff is pleased to present the proposed annual budget for the 2016 fiscal year to the Town Council for review, discussion, modification and adoption. The proposed 2016 budget is intended to accomplish three things: (1) provide administration with the opportunity to present its recommendation for projects, community enhancements, and the level of services provided in 2016; (2) provide the Town Council with the information needed to establish revenue levels and set cost controls over the expenditure of public funds; and (3) identify and continue discussion on items that may appear in future budgets. Beyond identifying various needs within the community, the budget process also provides the Town Council an opportunity to assess the ability of the proposed programs and level of Town services necessary to address community needs.

Although each fund should be viewed individually, the Town's proposed total budget, including all funds, is estimated at \$10.6 million in expenditures, with projected revenues of \$9.8 million. It is important to note that the budget includes the use of one-time resources such as accumulated carry-forward funds and grant funds. These funds cannot be relied upon for the on-going operations of the town.

The budget is the single most important document staff presents to the Town Council each year. Although it is primarily intended for Town Council policy determination, the final adopted version serves as a resource for the community to better understand the Town's operating fiscal programs. The proposed budget reflects staff's commitment to maintain necessary services, provide for Council-driven community enhancements, improve the quality of the operation of the Town, and keep expenditures and taxpayer burden to a minimum.

Fiscal Outlook

The Town of Pinetop-Lakeside has many more positives to the anticipated outlook this year versus recent years. Construction activity in the community appears poised for growth. The current year has seen a positive growth in building permits issued in comparison to recent years. Sales Tax revenues have consistently been higher than anticipated to date. Pairing these increased tax revenues with reductions of expenditures, the Town was able to eliminate the deficit from past years.

General Fund

The Town of Pinetop-Lakeside strives to provide high quality goods and services to the citizens in the most cost effective manner possible. While addressing needed

operational items, the budget builds the community's infrastructure, offerings and amenities.

The Town of Pinetop-Lakeside does not have any utilities, therefore almost all services (Police Department, Library, Recreation, Community Development and Administration) are provided through the general fund which is funded primarily by sales tax dollars.

Vehicle License Tax Fund

The Vehicle License Tax (VLT) Fund have been placed in a separate fund and appropriated to the use of the Streets and Roads Department by council action. The State is forecasting collections of the VLT to be around \$240,044. It has an estimated carry forward fund balance of \$743,658. VLT covers all non-streets and roads operations but are still the duties of the Street and Roads Department. Appropriated money from this fund will be transferred into the Highway User Revenue Fund in order to complete scheduled street maintenance and rehabilitation.

Highway User Revenue Funds

The HURF/Streets Fund is a fund restricted to streets and transportation related purposes. The available resources in HURF are anticipated to increase to \$522,053 in FY16 due to the change in the state budget. Road maintenance has not been adequately funded for several years which have resulted in serious degradation of the Town's fifty three miles of arterial and collector streets. This is why the council has chosen to use VLT funds for the use of Streets and Roads. The FY16 program of work will continue to focus on resolving the long-term fiscal needs for road maintenance. The HURF/Streets fund provides funding for the following Town programs:

- Streets Department—Operations
- Pavement Management
- Street Signs
- Street Sweepers
- Traffic Signals
- Vehicle Maintenance

Development Impact Fees

The Town of Pinetop-Lakeside has experienced growth in the past, and will continue to grow in the future. To ensure new growth pays its proportionate share of infrastructure costs, development impact fees are collected by cities and towns to evenly and fairly distribute the burden of facility capacity to serve new development. These one-time charges are assessed to new development by local governments to recover the proportional cost of facilities benefiting new development based on specific calculations

using standardized assessment schedules. Each development project pays a proportionate share of the cost of new infrastructure or necessary public services needed to support the new development. The following are the estimated amounts the Town will have in each area to use:

General Services	\$30,280
Law Enforcement	\$9,090
Streets and Roads	\$142,000
Library	\$9,150
Parks	\$94,800

As required by Arizona Revised Statute, these funds may not be used for operation, maintenance of existing facilities. Development Impact Fees can be used for new improvements to the community. Projects that use Development Impact Fees have been identified in the Capital Improvement Plan.

Debt Service Funds

The Town of Pinetop-Lakeside currently has one 20 year loan for the Public Works/Parks and Recreation building. The original loan amount was \$480,000 and started in 2012. Additional property was purchased in 2013, increasing the remaining balance due by \$60,000. The current amount owed on the loan is \$476,760.

The Town has a bonding capacity of up to \$13,154,000 based on the type of bonding. The state of the Town's finances determines the interest rate the Town would receive.

The Town Council has discussed the option of bonding to finish Mountain Meadow Park. Staff will continue to look at this option and present information to the council. Improvements to Mountain Meadow as suggested by the Council could have a significant impact on the proposed 2016 budget.

Summary

The Town of Pinetop-Lakeside is now in a better fiscal position than it has been in the last two years. The General Fund is no longer in a deficit, and currently has a cash balance approximately \$272,000. The budget for FY2016 provides for the continuation of basic services and necessary capital projects in Pinetop-Lakeside. Although the economy continues to show signs of slow recovery in many areas, the forecasted revenues are conservative. Staff will continue to be vigilant and monitor resources and expenses carefully in the future.

Preparation of this budget book would not have been accomplished without the efficient and dedicated services of the entire staff. I would like especially thank the Department

Directors for their willingness to prepare and gather information for this document, as well as being willing to try new ideas.

Respectfully Submitted,



Evelyn Racette

FY 2015-2016 BUDGET SUMMARY

	Tax Revenue	Licenses/ Permits	Grants/IGA's/ Donations	Service Charges	Other Revenue	FY 2015-16 Budgeted Collections	Reserves / Carry Forward Fund Balance	Interfund Transfers		Un appropriated	FY 2015-16 Budgeted Expenses
								IN	OUT		
<i>GENERAL FUND:</i>											
TOWN COUNCIL						0					48,440
TOWN MANAGER						0					178,251
TOWN CLERK		100				100					156,988
FINANCE			9,500			9,500					276,835
COMMUNITY DEVELOPMENT		97,164		3,085		100,249					218,635
MAGISTRATE					55,000	55,000					64,653
POLICE				99,240	23,149	122,389					2,127,038
SPECIAL ACCOUNTS / GEN. SERVICES	4,005,458			17,820	10,849	4,034,127	241,633		(241,968)		657,420
<i>OPERATING CONTINGENCY</i>						0					<i>50,000</i>
LIBRARY					8,750	8,750					261,662
RECREATION			800	18,960		19,760					160,931
FACILITIES				10,000		10,000					158,687
GENERAL FUND TOTALS:	4,005,458	97,264	10,300	149,105	97,748	4,359,875	241,633	0	(241,968)	0	4,359,540
<i>SPECIAL REVENUE FUNDS:</i>											
VLT FUND	239,544				500	240,044	266,641		(324,566)		182,119
HURF FUND	522,853				1,200	524,053	171,530	5,591	(171,530)		529,644
GRANT FUND			4,141,410		0	4,141,410					4,141,410
TOURISM & PROMOTION	133,927				0	133,927	18,573				152,500
PARKS	348,964			3,453	100	352,517	18,563	17,773			388,853
SPECIAL REVENUE FUNDS TOTAL:	1,245,288	0	4,141,410	3,453	1,800	5,391,951	475,307	23,364	(496,096)	0	5,394,526
<i>CAPITAL FUNDS:</i>											
CAPITAL PROJECTS FUND					0	0		882,606			882,606
DEVELOPMENT IMPACT FEES FUND		36,991			1,000	37,991	129,915		(167,906)		0
CAPITAL FUNDS TOTAL:	0	36,991	0	0	1,000	37,991	129,915	882,606	(167,906)	0	882,606
TOTAL ALL FUNDS:	5,250,746	134,255	4,151,710	152,558	100,548	9,789,817	846,855	905,970	(905,970)	0	10,636,673

Ending Fund Balances

	10 General Fund	12 VLT Fund	21 HURF Fund	26 Acq & Dev	30 DIF	23 CDBG Grants	24 Grants	25 Ad & Promo	29 Parks	TOTAL
FY 2013 Beginning 7.1.12	\$ 164,516	\$ -	\$ 405,950	\$ -	\$ 261,659	\$ -	\$ -	\$ -	\$ 20,593	852,718
Revenue	4,051,835	-	681,336	83	19,553	-	463,833	-	456,492	5,673,132
Expenses	(3,929,736)	-	(554,989)	(387,823)	(24,738)	-	(463,833)	-	(695,104)	(6,056,223)
Adjustments	(537,635)	-	-	387,753	-	-	-	-	209,882	60,000
FY 2013 Ending 6.30.13	\$ (251,020)	\$ -	\$ 532,297	\$ 13	\$ 256,474	\$ -	\$ -	\$ -	\$ (8,137)	\$ 529,627
Audited bal	\$ (251,021)	\$ -	\$ 532,298	\$ 13	\$ 256,474	\$ -	\$ -	\$ (7,286)	\$ (851)	\$ 529,627
FY 2014 Beginning 7.1.13	\$ (251,020)	\$ -	\$ 532,298	\$ 13	\$ 256,474	\$ -	\$ -	\$ (7,286)	\$ (851)	529,628
Revenue	4,258,373	-	714,255	372,010	37,652	-	378,216	133,848	376,772	6,271,125
Expenses	(4,247,782)	-	(524,439)	(389,010)	(100,142)	-	(378,071)	(122,366)	(377,555)	(6,139,363)
Adjustments	-	-	-	17,000	-	-	-	-	-	17,000
FY 2014 Ending 6.30.14	\$ (240,429)	\$ -	\$ 722,114	\$ 13	\$ 193,985	\$ -	\$ 145	\$ 4,196	\$ (1,634)	\$ 678,390
Audited bal	\$ (240,430)	\$ -	\$ 722,113	\$ 13	\$ 193,985	\$ -	\$ 145	\$ 4,196	\$ (1,634)	\$ 678,388
FY 2014 Beginning 7.1.14	\$ (240,429)	\$ 678,358	\$ 155,155	\$ 13	\$ 193,985	\$ -	\$ 145	\$ 4,196	\$ (1,634)	789,789
Revenue	4,555,111	222,000	486,475	3	37,250	-	224,986	140,054	360,750	6,026,629
Expenses	(3,922,630)	(156,700)	(470,100)	(16)	54,085	-	(225,131)	(117,500)	(340,553)	(5,178,545)
Adjustments	-	-	-	-	-	-	-	-	-	0
FY 2015 Ending 6.30.15	\$ 392,052	\$ 743,658	\$ 171,530	\$ 0	\$ 285,320	\$ -	\$ (0)	\$ 26,750	\$ 18,563	\$ 1,637,873
Audited bal										

ESTIMATED FUND BALANCES AT YEAR END JUNE 30, 2015

GENERAL FUND	2011-12	2012-13	2013-14	2014-15	2014-15	2015-16
	Prior year 3	Prior year 2	Prior year 1	Current year	Current year	Proposed
Account Title	Actual	Actual	Actual	Budget	Actual	Budget
STATE SALES TAX	334,597	350,490	372,717	366,020	254,112	409,073
STATE INCOME TAX	361,404	437,397	477,283	518,330	388,772	515,552
LOCAL SALES TAX	2,948,989	2,834,625	3,484,164	3,413,415	2,480,202	3,518,121
LOCAL SALES TAX - CONTINGENCY	0	0	0	200,000	0	0
CONTRA ACCOUNT - 3% BED TAX	(105,342)	(114,569)	(133,848)	(130,000)	(98,284)	(133,927)
CONTRA ACCOUNT - 2% REST/BAR	(319,236)	(337,291)	(341,619)	(380,000)	(251,388)	(348,964)
FRANCHISE TAXES	50,930	48,550	49,231	45,000	20,670	45,603
LEASE INCOME	22,275	17,820	17,820	17,820	9,322	17,820
FALL FESTIVAL PARADE	0	0	68	500	0	0
GROUP SALES	0	9,404	(794)	0	0	0
INTEREST REVENUE	1,827	6	1,129	1,350	257	850
MISCELLANEOUS REVENUES	106,845	33,897	13,273	11,500	2,915	10,000
Total General Revenue:	\$3,402,288	\$3,280,329	\$3,939,425	\$4,063,935	\$2,806,577	\$4,034,128
LICENSE APPLICATION	0	0	0	0	200	100
Total Clerk Revenue:	\$0	\$0	\$0	\$0	\$200	\$100
GRANT ADMINISTRATION	16,279	19,398	1,127	40,000	0	9,500
Total Finance Revenue:	\$16,279	\$19,398	\$1,127	\$40,000	\$0	\$9,500
PLANNING & ZONING FEES	1,067	7,737	1,777	3,500	1,091	3,085
BUSINESS LICENSES	18,340	21,935	28,130	20,000	11,485	21,622
SPECIAL EVENTS/VENDOR PERMIT	0	0	0	0	3,085	4,000
BUILDING & SIGN PERMITS	66,877	59,467	74,074	70,000	57,822	71,462
RIGHT OF WAY PERMITS	0	70	140	100	70	80
BUSINESS ALARM PERMITS	0	0	3,037	0	0	0
Total Community Development Revenue:	\$86,284	\$89,209	\$107,158	\$93,600	\$73,553	\$100,249
MAGISTRATE FINES	82,131	53,239	47,674	45,000	39,174	55,000
Total Magistrate Court Revenue:	\$82,131	\$53,239	\$47,674	\$45,000	\$39,174	\$55,000
DISPATCH SERVICES	81,324	81,324	81,324	83,740	60,993	83,740
ALARM FEE DEPOSITS	7,168	2,194	900	0	11,250	11,000
AUTO IMPOUNDS	35,284	30,345	26,388	30,000	16,800	23,000
VOLUNTEERS IN POLICE	0	0	9,819	0	0	2,500
POLICE REPORTS	0	0	0	0	1,624	2,000
POLICE MISC	0	0	0	0	651	147
Total Police Revenue:	\$123,776	\$113,863	\$118,430	\$113,740	\$91,318	\$122,387
LIBRARY DONATIONS	1,677	7,459	7,174	6,000	5,135	0
LIBRARY FEES	7,144	6,598	7,681	7,000	6,031	7,550
LIBRARY PROGRAM REVENUES	0	206	0	0	0	0
LIBRARY MISC REVENUES	0	0	0	0	2,768	1,200
Total Library Revenue:	\$8,821	\$14,263	\$14,855	\$13,000	\$13,934	\$8,750
PARKS & RECREATION-DONATIONS	500	335	800	800	1,060	800
SUMMER ARTS & RECREATION	2,124	2,660	2,328	3,000	1,315	2,305
-10K RUN	4,075	4,480	4,584	4,000	3,705	4,721
MISCELLANEOUS EVENTS	0	0	0	0	15	0
MISCELLANEOUS CLASSES	1,773	4,647	1,972	2,000	264	2,000
BASKETBALL - ADULT	2,449	3,855	2,400	2,600	2,325	3,094
SOFTBALL	4,215	3,745	3,915	4,000	110	3,944
YOUTH BASKETBALL	2,535	270	3,180	3,000	3,620	2,897
Total Parks & Recreation Revenue:	\$17,671	\$19,992	\$19,179	\$19,400	\$12,414	\$19,761
CEMETERY REVENUES	8,800	11,875	11,425	18,000	6,385	10,000
Total Cemetery Revenue:	\$8,800	\$11,875	\$11,425	\$18,000	\$6,385	\$10,000
Total General Fund Revenue:	\$3,746,050	\$3,602,169	\$4,259,273	\$4,406,675	\$3,043,555	\$4,359,875

SPECIAL REVENUE FUNDS

	2011-12 Prior year 3 Actual	2012-13 Prior year 2 Actual	2013-14 Prior year 1 Actual	2014-15 Current year Budget	2014-15 Current year Actual	2015-16 Proposed Budget
<u>Vehicle License Tax (VLT)</u>						
AUTO LIEU TAX	0	0	0	222,000	146,069	239,544
INTEREST INCOME	0	0	0	0	(9)	500
Total Revenue:	\$0	\$0	\$0	\$222,000	\$146,060	\$240,044

Highway User Revenue Fund (HURF)

HURF--GASOLINE TAX REVENUES	429,242	470,581	494,840	486,475	342,663	522,853
AUTO LIEU TAX	213,147	210,755	218,764	0	0	0
SPECIAL PROJECT DONATIONS	11,770	0	0	0	91,486	0
INTEREST INCOME--HURF	0	0	651	0	1,290	1,200
OTHER SOURCES-OPER TRANSFER-IN	0	0	0	150,000	0	0
CONTINGENCY CARRYFORWARD	0	0	0	400,000	0	0
Total Revenue:	\$654,158	\$681,336	\$714,255	\$1,036,475	\$435,439	\$524,053

GRANTS Fund

AZ DEPT OF HOUSING CDBG	0	0	0	320,145	201	295,863
STATE SPECIAL PROJECTS CDBG	0	0	0	116,000	726	0
CDBG - JACKSON LANE	14,486	204,913	0	153,225	0	0
CDBG - P-L SENIOR CENTER	38,000	23,607	0	0	0	0
ADOT GRANTS	90	0	0	840,550	0	2,028,835
AZ DEPT OF COMMERCE GRANTS	0	0	185,000	500,000	0	100,000
LIBRARY GRANTS	13,134	4,592	768	118,240	11,232	29,800
LIBRARY DONATIONS	0	0	0	0	0	6,000
AZ POST TRAVEL REIMBURSEMENT	4,132	5,630	3,964	0	0	5,200
AZ GAME & FISH HERITAGE FUNDS	0	3,272	16,917	125,000	8,471	50,000
AZ WATER PROTECT (BILLY CREEK)	43,730	7,335	26,069	0	0	0
DUI ABATEMENT GRANTS	12,776	12,458	7,958	36,000	5,433	10,000
US DEPT OF JUSTICE VEST GRANTS	2,802	2,799	2,225	0	0	1,040
MISC POLICE DEPT GRANTS	0	0	0	0	2,500	100,000
FOREST HEALTH GRANTS	81,990	0	0	100,000	0	117,325
GOHS AGGRAVATED DRIVING GRANTS	25,134	13,448	2,699	12,500	5,250	10,000
UNDERAGE DRINKING GRANT	3,900	0	0	0	0	0
HOMELAND SECURITY GRANTS	167,731	0	1,394	108,200	38,538	38,000
PROP 202 NON-WMAT GRANTS	28,000	0	0	150,000	0	150,000
PROP 202 WMAT GRANTS	11,459	34,437	23,335	20,000	1,902	0
MCAT OFFICER GRANT	0	54,074	57,395	0	19,718	50,019
AZ DPS GITEM GRANT	0	0	9,984	0	25,695	53,170
US DEPT OF JUSTICE COPS GRANTS	63,069	66,647	15,431	300,000	0	0
USDA/USFS RAC NEPA GRANT	47,616	0	0	99,000	0	50,250
NATURE CENTER WETLANDS	7,958	0	0	0	0	0
WOODLAND LAKE PARK TRAIL GRANT	0	30,621	0	0	0	52,850
MISC PARKS & REC DEPT GRANTS	0	0	0	0	0	964,558
GOHS EQUIPMENT GRANTS	0	0	25,076	0	10,000	25,000
POLICE EXPLORER'S FUND	0	0	0	0	1,823	3,500
Total Revenue:	\$566,006	\$463,833	\$378,216	\$2,998,860	\$131,489	\$4,141,410

Tourism & Promotions Fund (AD&PRO)

LOCAL HOSPITALITY BED" TAX"	105,342	114,569	133,848	130,000	98,284	133,927
GROUP SALES PROCEEDS	4,412	0	0	0	0	0
TRANSFER FROM GENERAL FUND	2,000	0	0	0	0	0
Total Revenue:	\$111,753	\$114,569	\$133,848	\$130,000	\$98,284	\$133,927



SPECIAL REVENUE FUNDS	2011-12 Prior year 3 <u>Actual</u>	2012-13 Prior year 2 <u>Actual</u>	2013-14 Prior year 1 <u>Actual</u>	2014-15 Current year <u>Budget</u>	2014-15 Current year <u>Actual</u>	2015-16 Proposed <u>Budget</u>
<i>Parks Fund</i>						
RESTAURANT/BAR TAX	319,236	337,291	341,619	380,000	251,388	348,964
PARK USE FEES	3,235	3,580	4,139	2,550	1,770	3,453
ADVERTISING REVENUES	300	900	0	500	0	0
TRANSFERS IN	196,351	209,882	31,013	28,130	0	0
OTHER REVENUES	250	150	0	300	0	100
INTEREST INCOME	8	2	1	10	0	0
Total Revenue:	<u>\$519,380</u>	<u>\$551,805</u>	<u>\$376,772</u>	<u>\$411,490</u>	<u>\$253,158</u>	<u>\$352,517</u>
Total Special Revenue Funds Revenue:	<u>\$1,851,298</u>	<u>\$1,811,542</u>	<u>\$1,603,090</u>	<u>\$4,798,825</u>	<u>\$1,064,430</u>	<u>\$5,391,951</u>

CAPITAL FUNDS	2011-12 Prior year 3 <u>Actual</u>	2012-13 Prior year 2 <u>Actual</u>	2013-14 Prior year 1 <u>Actual</u>	2014-15 Current year <u>Budget</u>	2014-15 Current year <u>Actual</u>	2015-16 Proposed Budget
<u>Development Impact Fees Fund</u>						
LIBRARY IMPACT FEES	710	1,168	2,576	2,300	2,341	2,489
PARK IMPACT FEES	3,944	7,018	17,710	15,900	15,584	16,265
POLICE IMPACT FEES	2,091	4,376	4,239	3,840	4,853	5,620
STREETS IMPACT FEES	4,151	6,990	12,449	11,160	11,190	12,617
GEN GOVT IMPACT FEES	2,206	0	0	0	0	0
UNALLOCATED IMPACT FEE REVENUE	0	0	0	0	2,228	0
INTEREST	3,439	0	678	500	1,042	1,000
Total Revenue:	<u>\$16,541</u>	<u>\$19,552</u>	<u>\$37,652</u>	<u>\$33,700</u>	<u>\$37,238</u>	<u>\$37,991</u>
Total Capital Fund Revenue:	\$16,541	\$19,552	\$37,652	\$33,700	\$37,238	\$37,991

TOWN COUNCIL

The Town Council of the Town of Pinetop-Lakeside is made up of seven elected or appointed members. The elected body appoints a Mayor, whom serves a two year term.

General duties of the Town Council Members include:

1. Establishing policies and programs for the effective delivery of Town services;
2. Approving the annual financial plan and budget and setting the property tax rate and all fees; and
3. Enacts all ordinances and rules and regulations for the health, safety and welfare of the Town.

In addition to the above general duties, Town Council Members perform numerous ceremonial duties and serve as liaisons to many organizations, including Town government groups and organizations outside Town government.

The Town Council oversees the duties and responsibilities of the Town Manager and the Town Clerk.

OF INTEREST:

The Town Council will have their next public election in 2016. Five councilmember seats will be elected in the general election.

EXPENSE HIGHLIGHTS:

- Added back Staff Development/Training
- Increased Community Relations

Fund #10 General Fund - Town Council	2011-12	2012-13	2013-14	2014-15	2014-15	2015-16
<u>Account Title</u>	Prior year 3	Prior year 2	Prior year 1	Current year	Current year	Proposed
	<u>Actual</u>	<u>Actual</u>	<u>Actual</u>	<u>Budget</u>	<u>Actual</u>	<u>Budget</u>
TOWN COUNCIL STIPENDS	23,700	23,700	24,135	23,700	18,315	23,700
EMPLOYEE BENEFITS	1,862	1,833	1,916	1,910	1,563	1,910
Total ERE's:	<u>\$25,562</u>	<u>\$25,533</u>	<u>\$26,051</u>	<u>\$25,610</u>	<u>\$19,878</u>	<u>\$25,610</u>
SUBSCRIPTIONS, MEMBERSHIP	6,452	6,477	6,656	7,110	6,706	7,205
ADVERTISING	1,145	1,816	3,900	1,525	3,138	1,525
STAFF DEVELOPMENT/TRAINING	3,662	5,174	3,664	0	250	7,900
OFFICE SUPPLIES & EXPENSE	540	35	0	0	0	0
MISCELLANEOUS	0	294	382	0	65	0
COMMUNITY RELATIONS	9,930	6,899	7,425	4,300	4,365	6,200
Total Expenditures:	<u>\$47,292</u>	<u>\$46,226</u>	<u>\$48,078</u>	<u>\$38,545</u>	<u>\$34,402</u>	<u>\$48,440</u>



<u>Account Description</u>		<u>FY 2015 Budget</u>	<u>FY 2016 Proposed</u>	
106810	Salary & Wages	\$23,700	\$23,700	
	Mayor - Monthly Stipend			5,700
	Councilors - Monthly Stipends			18,000
106813	Employee Benefits	\$1,910	\$1,910	
	SSI, Medicare, Workers Comp			1,910
106821	Dues/Subscriptions/License	\$7,110	\$7,205	
	Historical Society			50
	Arizona League of Cities and Towns Dues			5,900
	NACOG EDA & Rural Transit			855
	Little Colorado RC&D			400
106822	Advertising	\$1,525	\$1,525	
	Chamber of Commerce Directory			325
	Publish Annual Budget			1,200
106823	Staff Development/Training	\$0	\$7,900	
	Annual League Conference			6,600
	Newly Elected Official Training			600
	Misc. Travel and Training (fuel)			700
106863	Community Relations	\$4,300	\$6,200	
	Senior Citizens Center			4,000
	Town Council Retreat			500
	Misc. Flowers, cards etc.			500
	Other Awards and Recognition			1,200
		\$38,545	\$48,440	25.67%

TOWN MANAGER:

The Town of Pinetop-Lakeside is governed under the Council-Manager form of government. The Mayor is elected by members of the council. The elected governing body is responsible for the legislative function of the municipality such as establishing policy, passing local ordinances, and developing an overall vision.

The Town has employed a Town Manager who is chief administrative officer of the Town and serves at the pleasure of the City Council. It is the responsibility of the Town Manager to:

1. Execute general administrative supervision and control of the affairs of the Town
2. Enforce the ordinances, resolutions and codes of the Town
3. Attend all meetings of the Council and be prepared to report on the affairs of the departments, boards, services or activities under his supervision
4. Coordinate the administrative functions and operations of the various departments, boards, and services of the Town
5. Appoint, remove, suspend, promote, and demote appointed officers and employees of the Town
6. Exercise control over the Town Budget
7. Supervise the expenditures of all departments, divisions, or services of the Town
8. Develop and organize necessary improvement projects and programs
9. Enforce all franchises, permits and privileges granted by the Town
10. Keep the Council at all times fully advised of the financial conditions and needs of the Town.
11. Serve as public relations officer of the Town

OF INTEREST:

The Town Manager's Office will continue to be heavily involved with coordinating projects on behalf of the Town Council and citizens, implementing council policy, assisting departments with special activities, and continued efforts to grow the Town's tax base.

EXPENSE HIGHLIGHTS:

- Support Staff--\$10,000 to help offset the cost of support staff for the Assistant to the Clerk Position.
- Professional Services—Open Gov for online budget transparency, Mindmixer for citizen engagement and community dialog.



Fund #10 General Fund - Town Manager	2011-12	2012-13	2013-14	2014-15	2014-15	2015-16
	Prior year 3	Prior year 2	Prior year 1	Current year	Current year	Proposed
<u>Account Title</u>	<u>Actual</u>	<u>Actual</u>	<u>Actual</u>	<u>Budget</u>	<u>Actual</u>	<u>Budget</u>
SALARIES & WAGES--MANAGER	160,041	196,240	93,032	139,120	80,346	87,000
EMPLOYEE BENEFITS	57,759	57,461	27,557	38,920	36,360	33,670
TEMP/PART-TIME EE's (INTERIM)	0	0	0	0	12,375	10,000
AUTO ALLOWANCE	6,000	5,250	0	0	1,800	3,600
Total ERE's:	<u>\$223,800</u>	<u>\$258,951</u>	<u>\$120,590</u>	<u>\$178,040</u>	<u>\$130,881</u>	<u>\$134,270</u>
TELEPHONES	2,447	2,432	1,450	1,500	1,550	1,200
SUBSCRIPTIONS, MEMBERSHIP	1,755	1,371	1,082	385	938	821
ADVERTISING	604	0	532	1,500	0	0
STAFF DEVELOPMENT/TRAINING	4,046	7,078	1,390	2,900	802	2,960
OFFICE SUPPLIES & EXPENSE	1,652	639	242	250	0	0
GASOLINE/MILEAGE	67	0	0	0	517	0
PROFESSIONAL SERVICES	0	0	0	2,525	7,850	38,500
MISCELLANEOUS	1,130	357	1,290	1,000	1,342	0
EQUIPMENT	0	0	0	175	0	0
COMPUTER EQUIPMENT	97	0	0	0	0	0
COMMUNITY RELATIONS	0	0	0	0	63	500
Total Expenditures:	<u>\$235,598</u>	<u>\$270,830</u>	<u>\$126,575</u>	<u>\$188,275</u>	<u>\$143,943</u>	<u>\$178,251</u>

<u>Account Description</u>	<u>FY 2015 Budget</u>	<u>FY 2016 Proposed</u>	
106711 Salary & Wages Manager Salary	\$139,120	\$87,000	87,000
106717 Temporary/Part-Time Support Staff	\$38,920	\$10,000	10,000
106713 Employee Benefits Support Staff Manager	\$38,920	\$33,670	806 32,864
106762 Auto Allowance Use of personal vehicle (per contract)	\$3,600	\$3,600	3,600
106721 Dues/Subscriptions/License ICMA ACMA Secretary of State	\$385	\$821	696 100 25
106722 Advertising Recruitment, RFPs,	\$1,500	\$0	0
106723 Staff Development/Training Team Building ACMA Conference ICMA Conference and Travel	\$2,900	\$2,960	600 760 1,600
106724 Office Supplies & Expense Centralized	\$250	\$0	0
106725 Equipment Repair & Maintenance	\$0	\$0	0
106726 Telephones Use of personal cell phone (per contract)	\$1,500	\$1,200	1,200
106729 Gasoline	\$0	\$0	0
106731 Professional Services OpenGov (7.5 discount for 2 years, 10% for 3 years) Mindmixer (3 - 5 year engagement) Handbook Review	\$2,525	\$38,500	5,000 3,500 30,000

<u>Account Description</u>		<u>FY 2015 Budget</u>	<u>FY 2016 Proposed</u>	
106763	Community Relations	\$0	\$500	
	Meetings, worksessions joint projects			500
106774	Equipment	\$175	\$0	
				0
		\$229,795	\$178,251	-22.43%

TOWN CLERKS' OFFICE

The Town Clerk maintains all documents necessary for the effective administration and operation of municipal government, provides support to the Mayor and Town Council and all Department Directors, and aids in the delivery of effective government service. The Town Clerk must facilitate municipal elections in accordance with statutory requirements. The Town Clerk strives to serve internal and external customers in an impartial, confidential, efficient, trustworthy and friendly manner. The Town Clerk is responsible for maintaining the local body of laws known as Town Codes. With changing technology and laws and increased demand for information, the Clerk is responsible for website administration. Another semi-universal responsibility is that of managing boards and commissions and providing training to board and commission members. The Town Clerk, by necessity, must be on top of changing laws and new laws to ensure that their organizations and employees stay in compliance with the laws. The Town Clerk's Office has two full time personnel to handle the responsibilities of the department.

OF INTEREST:

The Town Clerk's Office continues to provide support to the Town Council and other Departments by managing the Information Technology contract and providing any necessary documents or history needed.

EXPENSE HIGHLIGHTS:

- Moving Elections from General Services Department to Clerk's Department
- Moving Town Code from General Services Department to Clerk's Department



Fund #10 General Fund - Town Clerk

<u>Account Title</u>	2011-12 Prior year 3 <u>Actual</u>	2012-13 Prior year 2 <u>Actual</u>	2013-14 Prior year 1 <u>Actual</u>	2014-15 Current year <u>Budget</u>	2014-15 Current year <u>Actual</u>	2015-16 Proposed Budget
LIQUOR LICENSE APPLICATION	0	0	0	0	200	100
Total Revenue:	<u>\$0</u>	<u>\$0</u>	<u>\$0</u>	<u>\$0</u>	<u>\$200</u>	<u>\$100</u>
SALARIES & WAGES--CLERK	110,115	110,571	92,779	79,230	60,372	83,229
EMPLOYEE BENEFITS	35,585	35,420	27,266	30,140	29,566	41,061
Total ERE's:	<u>\$145,701</u>	<u>\$145,991</u>	<u>\$120,044</u>	<u>\$109,370</u>	<u>\$89,938</u>	<u>\$124,290</u>
TELEPHONE	9,703	9,470	10,843	1,200	950	1,200
SUBSCRIPTIONS, MEMBERSHIP	1,633	528	1,030	300	722	288
ADVERTISING	3,931	4,160	3,466	4,500	803	5,000
STAFF DEVELOPMENT/TRAINING	2,479	457	2,773	1,150	738	3,760
OFFICE SUPPLIES & EXPENSE	7,538	2,694	416	0	0	0
EQUIPMENT REPAIR & MAINTENANCE	295	369	420	500	694	500
GASOLINE/MILEAGE	56	195	276	150	177	150
COPIER SUPPLIES & EXPENSES	4,967	5,815	5,711	6,200	4,735	300
MISCELLANEOUS	116	275	55	0	76	0
RECORDS MANAGEMENT	0	101	0	0	0	0
ELECTION	0	0	0	0	0	20,000
TOWN CODE	0	0	0	0	0	1,500
Total Expenditures:	<u>\$176,418</u>	<u>\$170,055</u>	<u>\$145,035</u>	<u>\$123,370</u>	<u>\$98,834</u>	<u>\$156,988</u>



<u>Account Description</u>	<u>FY 2015 Budget</u>	<u>FY 2016 Proposed</u>	
105011 Salary & Wages Includes \$1,500 annual raise requested for Administrative Assistant	\$79,230	\$83,229	\$83,229
105013 Employee Benefits	\$30,140	\$41,061	\$41,061
105021 Dues/Subscriptions/License IIMC Dues (Leah) AMCA Dues (Leah) White Mtn Independent Subscription MPC Annual Reporting Fee	\$300	\$288	\$155 \$85 \$38 \$10
105022 Advertising	\$4,500	\$5,000	\$5,000
105023 Staff Development/Training Certified Public Manager Elections Training AMCA Academy	\$1,150	\$3,760	\$2,580 \$500 \$680
105025 Equipment Repair & Maintenance	\$500	\$500	\$500
105028 Telephone - Cellular Service	\$1,200	\$1,200	\$1,200
105029 Gasoline	\$150	\$150	\$150
105048 Copier Supplies & Expenses	\$6,200	\$300	\$300
105063 Elections	\$12,000	\$20,000	\$20,000
105076 Town Code	\$1,500	\$1,500	\$1,500
105075 Record Management	\$0	\$0	\$0
	\$136,870	\$156,988	14.70%

FINANCE DEPARTMENT

The Finance Department is responsible for the financial management and planning for the Town. This includes establishing and maintaining effective controls over the Town's financial activities and providing accurate financial information to all Town departments in a timely manner. Finance coordinates the annual budget and monitors compliance after the budget is adopted by the Town council. The Finance Department is also responsible for payroll, accounts payable, collection of revenues, sales tax compliance programs, debt management and Town investments.

The function of the Grants Coordinator is to provide technical assistance to Town staff in the following areas: Grant research, procurement, management and monitoring.

The Grants Coordinator identifies potential funding sources to assist the Town and Town Departments with the primary focus or consideration given the Town's annual strategies and longer-term goals.

OF INTEREST:

The Finance Office continues to provide a more accurate cost of services by allocating the expenditures by type of expense and using the applicable fund.

EXPENSE HIGHLIGHTS:

- Added the Grant Coordinator position from the Town Manager
- Moved Computer replacements/Upgrades to General Services
- Moved Town Hall Network to General Services



Fund #10 General Fund - Finance

Account Title	2011-12	2012-13	2013-14	2014-15	2014-15	2015-16 Proposed Budget
	Prior year 3 Actual	Prior year 2 Actual	Prior year 1 Actual	Current year Budget	Current year Actual	
GRANT ADMINISTRATION	16,279	19,398	1,127	40,000	0	9,500
Total Revenue:	<u>\$16,279</u>	<u>\$19,398</u>	<u>\$1,127</u>	<u>\$40,000</u>	<u>\$0</u>	<u>\$9,500</u>

SALARIES & WAGES--FINANCE	164,084	169,402	141,851	125,640	53,023	178,585
OVERTIME	0	0	0	0	5,248	0
EMPLOYEE BENEFITS	58,053	53,404	49,155	42,820	31,845	58,730
TEMP/PART-TIME EE's (INTERIM)	0	0	0	0	37,500	0
Total ERE's:	<u>\$222,136</u>	<u>\$222,806</u>	<u>\$191,006</u>	<u>\$168,460</u>	<u>\$127,616</u>	<u>\$237,315</u>

TELEPHONES	3,130	2,008	1,438	900	788	2,700
SUBSCRIPTIONS, MEMBERSHIP	1,133	909	1,675	1,800	6,578	2,220
STAFF DEVELOPMENT/TRAINING	1,914	1,490	2,326	2,400	1,060	3,700
OFFICE SUPPLIES & EXPENSE	5,455	5,881	1,689	2,000	450	500
EQUIPMENT REPAIR & MAINTENANCE	25	0	0	0	0	0
COMPUTER REPLACEMNTS,UPGRADES	17,586	3,717	3,774	14,000	7,464	0
GASOLINE/MILEAGE	85	100	14	100	0	0
PROFESSIONAL SERVICES	15,930	20,145	20,228	24,000	18,500	25,000
SPECIAL DEPARTMENT SUPPLIES	0	0	1,729	2,400	49	2,500
TOWN HALL NETWORK	11,704	7,815	45,455	86,200	67,004	0
BANK ANALYSIS & CC FEES	0	0	0	0	804	1,400
ADVERTISING	0	0	0	0	0	1,500
Total Expenditures:	<u>\$279,097</u>	<u>\$264,871</u>	<u>\$269,334</u>	<u>\$302,260</u>	<u>\$230,313</u>	<u>\$276,835</u>



<u>Account Description</u>		<u>FY 2015 Budget</u>	<u>FY 2016 Proposed</u>	
105111	Salary & Wages Includes Grant Coordinator position	\$125,640	\$178,585	178,585
105112	Overtime	\$0	\$0	0
105113	Employee Benefits Includes Grant Coordinator position	\$42,820	\$58,730	58,730
105121	Dues/Subscriptions/License PlanIT (CIP software) GFOA GFOAz GFOA Budget Document Submission GFOA CAFR Document Submission ACCR for AZ eCivis	\$1,800	\$2,220	400 160 60 200 450 250 700
105122	Advertising Display Ads (Grants Coord)	\$2,400	\$1,500	1,500
105123	Staff Development/Training Caselle Conference GFOAZ & League Trainings/Workshops Various trainings CDBG, Heritage Fund, NACOG workshops & training	\$2,400	\$3,700	1,000 1,200 500 1,000
105124	Office Supplies & Expense New floor mats, self inking stamps, misc	\$2,000	\$500	500
105128	Telephone Use of Personal Cell	\$900	\$2,700	2,700
105129	Gasoline/Mileage Town car	\$100	\$0	0
105131	Professional Services Annual Audit & CAFR prep Caselle Support	\$24,000	\$25,000	20,000 5,000



<u>Account Description</u>		<u>FY 2015 Budget</u>	<u>FY 2016 Proposed</u>	
105132	Bank Analysis & CC Fees Analysis & Credit Card Fees	\$0	\$1,400	1,400
105148	Special Department Supplies Adobe Professional AP Checks/Envelopes W-2's & 1099's Office chair(s)	\$2,400	\$2,500	350 1,500 150 500
105126	Computer Replacements, Upgrades Moved to General Services	\$14,000	\$0	0
105180	Town Hall Network Moved to General Services	\$86,200	\$0	0
		\$304,660	\$276,835	-9.13%

COMMUNITY DEVELOPMENT DEPARTMENT

The Town of Pinetop-Lakeside's Community Development Department handles building permit review, issuance and inspection, code enforcement, planning and zoning functions, economic development activities and facilities maintenance for the Town.

The Community Development Department is specifically responsible for reviewing building plans, issuing building permits and completing inspections, code enforcement, forest health assessments, site plan review, processing applications for conditional use permits, variances, zone changes, subdivision plats, minor land divisions, issuing sign permits, vendor and special event permits, business licenses, floodplain administration, 911 address assignment, maintain Geographic Information System(GIS), maintain economic development website, business attraction, business retention and expansion efforts, text code amendments, and facilities maintenance for the Town.

The Community Development staff assists customers daily with zoning and building permit inquiries, address and floodplain zone verification, business license inquiries, and temporary sign permit inquiries.

OF INTEREST:

The Community Development Department continues to provide excellent customer service and staff support to the Planning and Zoning Commission and other Town departments with GIS maps and exhibits. Will soon be able to produce and sell print quality Town zoning, street and aerial maps upon request.

EXPENSE HIGHLIGHTS:

- Consolidated Community Development and Economic Development budgets.
- Reduced GIS software maintenance fees by converting a concurrent license to single use.
- Increase in salary & wages for a temporary part-time employee.



**Fund #10 General Fund -
Community Development**

<u>Account Title</u>	2011-12 Prior year 3 <u>Actual</u>	2012-13 Prior year 2 <u>Actual</u>	2013-14 Prior year 1 <u>Actual</u>	2014-15 Current year <u>Budget</u>	2014-15 Current year <u>Actual</u>	2015-16 Proposed <u>Budget</u>
PLANNING & ZONING FEES	1,067	7,737	1,777	3,500	1,091	3,085
BUSINESS LICENSES	18,340	21,935	28,130	20,000	11,485	21,622
SPECIAL EVENTS/VENDOR PERMIT	0	0	0	0	3,085	4,000
BUILDING & SIGN PERMITS	66,877	59,467	74,074	70,000	57,822	71,462
RIGHT OF WAY PERMITS	0	70	140	100	70	80
BUSINESS ALARM PERMITS	0	0	3,037	0	0	0
Total Revenue:	\$86,284	\$89,209	\$107,158	\$93,600	\$73,553	\$100,249

SALARIES & WAGES--COMM. DEV.	180,667	180,048	169,621	122,000	93,924	125,995
EMPLOYEE BENEFITS	63,190	60,704	63,594	52,330	45,149	54,606
TEMPORARY/PART-TIME EMPLOYEES	0	0	0	0	0	19,094
AUTO ALLOWANCE	4,000	4,000	4,000	4,000	3,167	0
Total ERE's:	\$247,856	\$244,752	\$237,215	\$178,330	\$142,240	\$199,695

P & Z COMMISSION BOARD EXPENSES	363	466	307	700	294	750
SUBSCRIPTIONS, MEMBERSHIP	2,153	2,307	2,161	2,320	311	7,115
ADVERTISING	1,960	1,174	534	1,000	403	1,000
STAFF DEVELOPMENT/TRAINING	2,194	3,316	2,317	1,275	724	4,775
OFFICE SUPPLIES & EXPENSE	2,587	2,747	1,550	1,000	77	0
TELEPHONE	2,110	1,756	1,520	1,500	1,188	1,500
GASOLINE/MILEAGE	1,168	1,113	1,146	1,500	815	1,250
VEHICLE REPAIR & MAINTENANCE	1,692	60	625	1,000	0	1,000
SPECIAL DEPARTMENT SUPPLIES	148	197	484	600	238	1,000
MISCELLANEOUS	233	70	495	500	3	0
SAFETY EQUIPMENT	0	0	0	250	0	250
WEBSITE - DESIGN-MAINT-HOSTING	0	0	0	0	0	300
ECONOMIC DEVELOPMENT COMMITTEE	2,000	2,000	2,000	5,000	5,000	0
SUBSCRIPTIONS, MEMBERSHIPS	423	373	402	800	673	0
TRAVEL & TRAINING	6,377	4,399	1,669	3,500	1,177	0
MISCELLANEOUS	1,068	1,200	325	300	0	0
VISITORS CENTER	30,000	30,000	30,000	0	0	0
GROUP SALES	51	18,896	12,409	0	0	0
WEBSITE - DESIGN-MAINT-HOSTING	0	0	0	1,800	0	0
Total Expenditures:	\$302,382	\$314,826	\$295,159	\$201,375	\$153,141	\$218,635

<u>Account Description</u>		<u>FY 2015 Budget</u>	<u>FY 2016 Proposed</u>	
105211	Salary & Wages	\$126,000	\$125,995	125,995
105217	Temporary/Part-Time	\$0	\$19,094	19,094
105213	Employee Benefits	\$52,330	\$54,606	52,575 2,032
105210	Commission Board Expenses AZPA member dues, training	\$700	\$750	750
105221	Dues/Subscriptions/License ESRI ArcGIS software maintenance (3) RADDC APA /AICP/APAAZ /AAED ICC /AZBO	\$8,120	\$7,115	1,100 5,000 740 275
105222	Advertising Zone changes, variances, CUP	\$1,000	\$1,000	1,000
105223	Staff Development/Training State Planning Conference -Tucson (CM credits) Governor's Economic Dev.Conference National Planning Conference - Phoenix (CM credits) ICC Building Certification & training seminars (required)	\$4,775	\$4,775	670 1,145 1,210 1,750
105224	Office Supplies & Expense	\$1,000	\$0	0
105225	Equipment Repair & Maintenance	\$0	\$0	0
105228	Telephone staff cellphone allowances (2)	\$1,500	\$1,500	1,500
105229	Gasoline Dept truck	\$1,500	\$1,250	1,250

<u>Account Description</u>	<u>FY 2015 Budget</u>	<u>FY 2016 Proposed</u>	
105230 Vehicle Repair & Maintenance	\$1,000	\$1,000	
Dept truck			1,000
105231 Professional Services	\$0	\$0	
			0
105248 Special Department Supplies	\$600	\$1,000	
HP plotter paper & ink, tree marking paint			1,000
105261 Miscellaneous	\$800	\$0	
			0
105270 Safety Equipment	\$250	\$250	
building official PPE			250
105285 Website - Design/Maint/Hosting	\$1,800	\$300	
pinetoplakeside.com			300
	\$201,375	\$218,635	8.57%

MAGISTRATE COURT

The Magistrate Court is staffed by the Magistrate and five Court clerks. The Town is charged for a portion of the Magistrate Judge and for one Court Clerk salaries. Navajo County pays the balance of the Magistrate Judge and the remaining four Court clerks salaries.

OF INTEREST:

The Magistrate Judge hears cases for the Town of Pinetop-Lakeside such as: traffic tickets, and local ordinance violations.

EXPENSE HIGHLIGHTS:

- Navajo County renewed the I.G.A. for rental of the Town's offices to maintain the Municipal courtroom, Magistrate Judge and Court Clerk.



Fund #10 General Fund - Magistrate

<u>Account Title</u>	2011-12 Prior year 3 <u>Actual</u>	2012-13 Prior year 2 <u>Actual</u>	2013-14 Prior year 1 <u>Actual</u>	2014-15 Current year <u>Budget</u>	2014-15 Current year <u>Actual</u>	2015-16 Proposed Budget
MAGISTRATE FINES	82,131	53,239	47,674	45,000	39,174	55,000
Total Revenue:	<u>\$82,131</u>	<u>\$53,239</u>	<u>\$47,674</u>	<u>\$45,000</u>	<u>\$39,174</u>	<u>\$55,000</u>
SALARIES & WAGES--MAGISTRATE	17,340	17,673	17,407	17,340	12,938	17,340
EMPLOYEE BENEFITS	1,525	1,346	1,457	3,410	1,076	3,408
Total ERE's:	<u>\$18,865</u>	<u>\$19,019</u>	<u>\$18,863</u>	<u>\$20,750</u>	<u>\$14,014</u>	<u>\$20,748</u>
OFFICE SUPPLIES & EXPENSE	1,104	1,161	1,574	1,125	349	1,125
TELEPHONE	836	622	955	1,200	644	1,200
COUNTY CONTRACT--CLERK	39,600	39,600	39,600	41,580	34,650	41,580
Total Expenditures:	<u>\$60,404</u>	<u>\$60,402</u>	<u>\$60,992</u>	<u>\$64,655</u>	<u>\$49,657</u>	<u>\$64,653</u>



<u>Account Description</u>	<u>FY 2015 Budget</u>	<u>FY 2016 Proposed</u>	
105311 Salary & Wages	\$17,340	\$17,340	17,340
105313 Employee Benefits	\$3,410	\$3,408	3,408
105324 Office Supplies & Expense	\$1,125	\$1,125	1,125
105328 Telephone	\$1,200	\$1,200	1,200
105331 County Contract - Clerk	\$41,580	\$41,580	41,580
	\$64,655	\$64,653	0.00%

POLICE DEPARTMENT

The Town of Pinetop-Lakeside Police Department (PLPD) will continue to develop our people both professionally and personally, to ensure a high level of skill, knowledge and ability, with the commitment to serve the community on a 24 hour, 7 days a week, 365 days a year. The Police Department has 24.5 full-time positions budgeted to cover approximately 19 square miles of Pinetop-Lakeside. The Dispatch and Patrol divisions handle all calls for emergency and non-emergency service, routine patrols and assistance to other Public Safety agencies in the area.

The Police Department partners with other agencies (Navajo County Sheriff and Arizona Department of Public Safety) and has assigned staff to two programs. Navajo County sponsors the Major Crimes Apprehension Team (MCAT), while AZ DPS sponsors Gang and Immigration Intelligence Team Enforcement Mission (GIITEM). Pinetop-Lakeside Police Department has one staff member assigned to each of these task force. The overall goal is for a member of each Law Enforcement agency in the area to work together to improve the quality of life with regards to Public Safety. PLPD is also a major component of the White Mountain DUI Task Force and has reduced the alcohol related incidents on our roadways significantly.

OF INTEREST:

The Pinetop-Lakeside Police Department has been working in harmony with all other Public Safety entities in the County to regionalize dispatch services. All agencies feel this change would enhance the operability between all emergency personnel and consolidating services, the citizens of the community would be the beneficiaries to this shared agency program.

EXPENSE HIGHLIGHTS:

- Moved County Jail Cost to General Services Department
- Moved Humane Society Contract to General Services Department
- Increase in Public Safety Retirement costs
- Increase in Special Department Supplies/Ammunition



Fund #10 General Fund - Police

Account Title	2011-12 Prior year 3 Actual	2012-13 Prior year 2 Actual	2013-14 Prior year 1 Actual	2014-15 Current year Budget	2014-15 Current year Actual	2015-16 Proposed Budget
DISPATCH SERVICES	81,324	81,324	81,324	83,740	60,993	83,740
ALARM FEE DEPOSITS	7,168	2,194	900	0	11,250	11,000
AUTO IMPOUNDS	35,284	30,345	26,388	30,000	16,800	23,000
VOLUNTEERS IN POLICE	0	0	9,819	0	0	2,500
POLICE REPORTS	0	0	0	0	1,624	2,000
POLICE MISC	0	0	0	0	651	147
Total Revenue:	\$123,776	\$113,863	\$118,430	\$113,740	\$91,318	\$122,387

SALARIES & WAGES--POLICE	922,292	936,592	945,864	1,004,940	704,353	1,001,012
OVERTIME	78,294	94,440	92,268	45,000	65,739	82,283
EMPLOYEE BENEFITS	459,714	512,406	639,244	720,320	511,318	792,860
UNIFORM ALLOWANCE	35,866	31,888	40,000	40,197	40,300	40,800
TEMPORARY/PART-TIME EMPLOYEES	9,672	6,383	6,065	6,000	1,905	4,000
Total ERE's:	\$1,505,838	\$1,581,709	\$1,723,441	\$1,816,457	\$1,323,615	\$1,920,955

VOLUNTEER/RESERVE UNIFORMS,EXP	3,432	2,460	3,926	5,000	2,058	4,000
SUBSCRIPTIONS, MEMBERSHIP	2,557	4,184	5,177	6,000	2,849	4,600
VEHICLE REPAIR & MAINTENANCE	32,296	35,759	20,060	27,500	16,357	27,500
STAFF DEVELOPMENT/TRAINING	10,948	5,968	13,378	14,000	8,586	13,000
OFFICE SUPPLIES & EXPENSE	9,590	11,292	727	1,000	74	1,200
EQUIP REPAIR & MAINTENANCE	6,284	12,056	6,385	11,000	3,157	10,500
BUILDING MAINTENANCE	1,530	4,111	3,472	10,000	1,257	0
UTILITIES	15,254	18,015	16,532	20,000	11,486	20,000
TELEPHONE	16,532	14,395	21,082	4,200	3,325	4,200
GASOLINE/MILEAGE	60,639	63,775	61,658	63,000	34,770	63,000
ALARM PERMIT EXPENDITURES	0	434	3,037	0	126	0
PROFESSIONAL SERVICES	2,929	3,136	4,081	3,500	2,353	3,500
IMPOUND ACCOUNT EXPENDITURES	0	30,345	26,388	15,540	6,837	20,000
ANNUAL MAINTENANCE CONTRACTS	0	0	0	3,884	6,032	20,834
HOLDING CELL SUPPLIES	814	419	240	0	0	0
SPECIAL DEPARTMENT SUPPLIES	32,290	40,584	29,880	5,000	4,857	10,000
HUMANE SOC.CONTRACTED SERVICES	0	0	0	0	0	0
COMMUNITY RELATIONS	261	65	470	1,000	280	1,000
MISCELLANEOUS	5,150	574	40	0	(786)	0
SAFETY EQUIPMENT	0	0	270	2,500	1,471	2,750
EQUIPMENT	2,725	0	1,744	0	0	0
COMPUTER EQUIPMENT	0	0	0	379	512	0
CAD ANNUAL MAINTENANCE	12,000	12,000	12,000	12,000	12,000	0
COUNTY JAIL COSTS	31,195	31,019	24,702	30,000	48,847	0
Total Expenditures:	\$1,752,264	\$1,872,299	\$1,978,693	\$2,051,960	\$1,490,064	\$2,127,039

<u>Account Description</u>	<u>FY 2015 Budget</u>	<u>FY 2016 Proposed</u>	<u>Admin</u>	<u>Patrol</u>	<u>Dispatch</u>	<u>Investigations</u>	<u>Animal Control</u>
105611 Salary & Wages Includes 2% increase for all Patrol and Dispatch positions	\$1,004,940	\$1,001,012	268,070 0	480,923 0	211,987 0	40,032 0	0 0
105612 Overtime patrol and dispatch	\$45,000	\$82,283	0 0	51,343 0	30,940 0	0 0	0 0
105613 Employee Benefits	\$720,320	\$792,860	197,863 0	448,978 0	110,173 0	35,846 0	0 0
105614 Uniform Allowance Uniformed employees	\$40,197	\$40,800	7,200	31,200 0	0	2,400	0
105617 Temporary/Part-time Employees/Reserves	\$6,000	\$4,000	0	3,000	1,000	0	0
105618 Volunteer in Policing Program	\$5,000	\$4,000	0	4,000	0	0	0
105621 Dues/Subscriptions/License FBINAA, AACOP , WMI, K-9, DRE, SWAT, Investigations, Firearms, Medic	\$6,000	\$4,600	2,000 0	2,000 0	300 0	300 0	0 0
105623 Staff Development/Training 8 hrs Cont Training per Sworn/Firearms	\$14,000	\$13,000	4,000	6,000	1,000	2,000	0
105624 Office Supplies & Expense	\$1,000	\$1,200	450	250	250	250	0
105625 Equipment Repair & Maintenance	\$11,000	\$10,500	2,000	4,500	3,000	1,000	0
105627 Utilities Electric, Gas, Water	\$20,000	\$20,000	1,500	15,000	3,000	500	0

Account Description	FY 2015 Budget	FY 2016 Proposed	Admin	Patrol	Dispatch	Investigations	Animal Control
105628 Telephone 911 & non emergency police	\$4,200	\$4,200	1,000	1,000	2,000	200	0
105629 Gasoline Department Vehicles	\$63,000	\$63,000	3,000	55,000	0	5,000	0
105635 Impound Account Expenditures Title 28, 35-11	\$15,540	\$20,000	0	20,000	0	0	0
105631 Professional Services Officer Testing	\$3,500	\$3,500	0	2,000	1,000	500	0
105649 Contracted Services Humane Society (moved to General Services)	\$10,000	\$0	0	0	0	0	0
105637 Annual Maintenance Contracts CAD Maint. Lexipol L3 Communications Taser	\$3,884	\$20,834	0	0 3,884 2,150	12,000 2,800	0	0
105622 Vehicle Repair & Maintenance Dept Vehicles	\$27,500	\$27,500	5,000	20,000	0	2,500	0
105648 Special Department Supplies Ammunition Dispatch Supplies	\$5,000	\$10,000	3,000	5,000	1,000	1,000	0
105651 Community Relations	\$1,000	\$1,000	500	500	0	0	0
105670 Safety Equipment PPE	\$2,500	\$2,750	250	2,000	250	250	0
105685 CAD Annual Maintenance Move to Contracts	\$12,000	\$0	0	0		0	0



<u>Account Description</u>	<u>FY 2015 Budget</u>	<u>FY 2016 Proposed</u>	<u>Admin</u>	<u>Patrol</u>	<u>Dispatch</u>	<u>Investigations</u>	<u>Animal Control</u>
105690 County Jail Costs	\$30,000	\$0					
Moved to General Services			0	0	0	0	0
	\$2,051,581	\$2,127,038	495,833	1,158,728	380,699	91,778	0

GENERAL AND COMMUNITY SERVICES:

The Town of Pinetop-Lakeside enters into a number of contracted services to make sure the daily operations of the Town are successful. These range from technology services to legal services to county jail costs. General Services also includes the Central Office Supplies, telephone and internet.

The Town receives funding requests from several local organizations that provide a service that benefits citizens or adds to the attractiveness of Pinetop-Lakeside as a community to visit. The Town's ability to make such contributions is determined each year based upon available resources. The following organizations and services may be funded in 2016:

White Mountain Humane Society-\$20,000

Four Seasons and White Mountain Connection Public Transit - \$86,780

Nature Center - \$_____

Navajo County Prosecutorial and Jail - \$91,140

OF INTEREST:

The General services budget consists of expenditures that affect the entire Town, such as liability insurance. These expenses are not directly tied to a program or department operations.

EXPENSE HIGHLIGHTS:

- Consolidated Legal Department into General Services and moved the Legal and Prosecutorial Services contracts.
- Moved County Jail Cost and the Humane Society contract from Police Department
- Moved the operational cost of the Transit contributions to the General Fund budget
- Moved the Technology contract and services from the Finance Department
- Moved the Elections and Town Code items to the Town Clerk Department



Fund #10 General Fund - General Services	2011-12	2012-13	2013-14	2014-15	2014-15	2015-16
	Prior year 3	Prior year 2	Prior year 1	Current year	Current year	Proposed
<u>Account Title</u>	<u>Actual</u>	<u>Actual</u>	<u>Actual</u>	<u>Budget</u>	<u>Actual</u>	<u>Budget</u>
STATE SALES TAX	334,597	350,490	372,717	366,020	254,112	409,073
STATE INCOME TAX	361,404	437,397	477,283	518,330	388,772	515,552
LOCAL SALES TAX	2,948,989	2,834,625	3,484,164	3,413,415	2,480,202	3,518,121
LOCAL SALES TAX - CONTINGENCY	0	0	0	200,000	0	0
CONTRA ACCOUNT - 3% BED TAX	(105,342)	(114,569)	(133,848)	(130,000)	(98,284)	(133,927)
CONTRA ACCOUNT - 2% REST/BAR	(319,236)	(337,291)	(341,619)	(380,000)	(251,388)	(348,964)
FRANCHISE TAXES	50,930	48,550	49,231	45,000	20,670	45,603
LEASE INCOME	22,275	17,820	17,820	17,820	9,322	17,820
FALL FESTIVAL PARADE	0	0	68	500	0	0
GROUP SALES	0	9,404	(794)	0	0	0
INTEREST REVENUE	1,827	6	1,129	1,350	257	850
MISCELLANEOUS REVENUES	106,845	33,897	13,273	11,500	2,915	10,000
Total Revenue:	\$3,402,288	\$3,280,329	\$3,939,425	\$4,063,935	\$2,806,577	\$4,034,128

UNEMPLOYMENT INSURANCE	480	7,666	16,463	18,000	7,596	15,000
RECRUITMENT COSTS	0	0	0	0	44	0
CENTRAL OFFICE SUPPLY	0	0	23,632	25,000	14,728	25,000
POSTAGE	0	0	0	0	0	6,000
TELEPHONE AND INTERNET	0	0	0	44,405	42,342	30,000
MISCELLANEOUS	0	0	0	0	(65)	0
LIABILITY DEDUCTIBLES	0	0	0	0	409	1,500
LIABILITY INSURANCE	57,194	107,836	111,396	115,000	85,153	118,000
CONTINGENCY-GENERAL	44,783	14,929	3,766	35,000	0	50,000
CONTINGENCY-SALES TAX	65,638	0	0	200,000	0	0
PROFESSIONAL/CONTRACTED SERVICES	0	0	0	0	0	269,920
COUNTY JAIL COSTS	0	0	0	0	0	80,000
AZ DEPT OF WATER RESOURCES	5,335	0	0	0	0	0
ELECTION	10,512	16,652	0	12,000	1,294	0
LITTLE COLORADO RIVER WMP	0	0	0	0	0	0
EXCEPTL.EMPLOYEE AWARD PROGRAM	684	226	160	0	0	0
WELLNESS PROGRAM	300	0	0	0	0	0
CHRISTMAS/SUMMER PARTY	1,295	1,823	2,247	0	0	0
TOWN CODE	1,665	2,208	1,658	1,500	1,360	0
SAFETY COMMITTEE	0	16	337	200	520	2,000
YELLOW JACKET YOUTH CENTER	2,991	0	0	0	0	0
TRANSFERS TO OTHER FUNDS	428,686	537,635	356,555	249,110	112,240	241,968
FALL FESTIVAL PARADE	0	0	0	0	0	0
COMPUTER REPLACEMENTS/UPGRADES	0	0	0	0	0	20,000
ACCRUED PR LIABILITY PAYOUTS	0	0	59,185	80,000	63,569	60,000
GRANT MATCHING FUNDS	0	0	0	42,500	0	30,000
Total Expenditures:	\$619,563	\$688,993	\$575,399	\$822,715	\$329,190	\$949,388

<u>Account Description</u>	<u>FY 2015 Budget</u>	<u>FY 2016 Proposed</u>	<u>Administration</u>	<u>Contracts</u>
105714 Unemployment Insurance possibly claims	\$18,000	\$15,000	15,000	0
105751 Liability Insurance Premiums	\$115,000	\$118,000	118,000	0
105752 Contingency - General	\$35,000	\$50,000	50,000	0
105754 Contingency - Sales Tax	\$200,000	\$0	0	0
105763 Elections moved to Town Clerk Budget	\$12,000	\$0	0	0
105776 Town Code moved to Town Clerk Budget	\$1,500	\$0	0	0
105777 Safety Committee Safety Committee program, updates, etc	\$200	\$2,000	2,000	0
105793 Transfers to Other Funds	\$249,110	\$241,968		
Acquisition & Development Fund (prior yr \$70,980)			0	0
Transfer to Capital Fund - Capital Projects			224,195	0
Tourism & Promotion			0	0
Parks Fund (prior yr \$28,130)			17,773	0
HURF Fund (prior yr \$150,000)			0	0



<u>Account Description</u>	<u>FY 2015 Budget</u>	<u>FY 2016 Proposed</u>	<u>Administration</u>	<u>Contracts</u>
105795 Accrued Payroll Liabilities liability payouts	\$80,000	\$60,000	60,000	0
105724 Central Office Supply Office supplies	\$25,000	\$25,000	25,000	0
105797 Grant Matching Funds ADOT, CDBG, etc	\$42,500	\$30,000	0	30,000
105726 Telephone & Internet Phone/Internet Connection	\$44,405	\$30,000	30,000	0
Professional/Contracted Services	\$0	\$269,920		
Legal Services (moved from Legal Dept \$89,360)			0	70,000
County Prosecutorial Services (moved from Legal Dept \$11,140)			0	11,140
Computer Services/Information Technology (moved from Finance Dept)			0	76,000
Rackspace (moved from Finance Dept)			6,000	
Chamber of Commerce				0
Humane Society (moved from Police)				20,000
Transit - Four Seasons Connection/COSL (moved from Acq & Dev Fund)			0	79,951
Transit - White Mtn Connection/COSL (moved from Acq & Dev Fund)			0	6,829
Deductibles (Liabilities)	\$0	\$1,500		
Property and Vehicles			1,500	0
Postage	\$0	\$6,000		
All departments			6,000	0



<u>Account Description</u>	<u>FY 2015 Budget</u>	<u>FY 2016 Proposed</u>	<u>Administration</u>	<u>Contracts</u>
Computer Replacements/Upgrades	\$0	\$20,000		
All departments			20,000	0
County Jail Costs	\$0	\$80,000		
Navajo County Jail costs (Pinetop-Lakeside arrests)			0	80,000
	\$822,715	\$949,388	575,468	373,920

PUBLIC LIBRARY

Pinetop-Lakeside Public Library's mission is to provide access to information, materials, and services for community residents of all ages. Our vision is to become the heart of our community, by providing a safe, fun, and engaging facility for community members to visit; library materials and services that meet the needs of our community; and library programs that inform, entertain, and inspire.

The library includes four full-time and two part-time staff, whose duties include (but are not limited to): checking materials in and out, assisting with research (reference), instruction in using personal computers, planning and hosting programs and classes, and cataloging and maintaining the library collection. The Library Director serves as supervisor and coordinator between the library and the Town, as well as the library and the Navajo County Library District, and the Arizona State Library, Archives, and Public Records (a division of the Secretary of State).

OF INTEREST:

The library is committed to providing quality and effective education for all residents. To that end, we've undertaken several recent initiatives to benchmark our library with other libraries across the nation, including:

- The national Impact Survey in November 2013 and again in October 2014, which helps us to better understand our community and how people use our public technology resources and services, and
- The Edge Initiative in June 2014. As an Edge Library, we're working to create an even greater impact on our community by connecting our educational services to community priorities, making strategic long-term decisions, and identifying areas for improvement.

EXPENSE HIGHLIGHTS:

- The federal E-rate program reimburses qualifying schools and libraries for telecommunications costs; our current reimbursement rate is 80%.
- During FY14, we split one FTE position into 2 PTEs, reducing costs.
- Adding an additional 2 PTEs would allow the library to open on Mondays.
- Appropriating dollars for Private Donations gives staff authorization to spend the dollars donated during the fiscal year received.



Fund #10 General Fund - Library

Account Title	2011-12	2012-13	2013-14	2014-15	2014-15	2015-16
	Prior year 3 Actual	Prior year 2 Actual	Prior year 1 Actual	Current year Budget	Current year Actual	Proposed Budget
LIBRARY DONATIONS	1,677	7,459	7,174	6,000	5,135	0
LIBRARY FEES	7,144	6,598	7,681	7,000	6,031	7,550
LIBRARY PROGRAM REVENUES	0	206	0	0	0	0
LIBRARY MISC REVENUES	0	0	0	0	2,768	1,200
Total Revenue:	\$8,821	\$14,263	\$14,855	\$13,000	\$13,934	\$8,750
SALARIES & WAGES--LIBRARY	130,974	150,960	148,112	143,660	81,704	112,493
OVERTIME	0	0	313	0	0	0
EMPLOYEE BENEFITS	65,117	69,692	76,570	73,900	48,368	69,566
TEMPORARY EMPLOYEES	0	0	0	18,280	13,106	27,378
AUTO ALLOWANCE	0	1,800	1,800	1,950	600	0
Total ERE's:	\$196,091	\$222,452	\$226,796	\$237,790	\$143,779	\$209,437
SUBSCRIPTIONS, MEMBERSHIP	307	423	443	240	196	1,383
STAFF DEVELOPMENT/TRAINING	401	604	2,188	500	345	1,000
VOLUNTEER SUPPORT	0	0	176	50	0	150
OFFICE SUPPLIES & EXPENSE	5,346	7,275	565	670	730	0
POSTAGE	0	0	0	0	0	680
EQUIPMENT REPAIR & MAINTENANCE	721	639	582	770	616	1,305
BUILDING MAINTENANCE	3,031	3,967	3,566	6,000	2,634	6,905
BUILDING UTILITIES	10,715	10,094	12,041	11,730	8,861	11,733
TELEPHONE & INTERNET	4,105	3,629	5,269	1,200	415	0
LIBRARY MATERIALS RECOVERY	0	0	609	660	546	660
LIBRARY MATERIALS PROCESSING	0	0	1,435	700	394	1,000
LIBRARY MATERIALS	12,746	15,054	12,607	10,000	5,383	15,000
DONATION EXPENDITURES	601	6,823	7,132	2,000	3,335	0
CHILDREN'S PROGRAMMING	573	490	621	800	160	1,000
YOUNG ADULT PROGRAMMING	0	2,478	495	500	21	750
ADULT PROGRAMMING	177	246	288	500	84	1,000
MISCELLANEOUS	164	944	383	560	486	1,160
EQUIPMENT	1,085	1,121	1,500	1,000	686	1,000
COMPUTER REPLACEMENTS,UPGRADES	0	0	0	0	1,318	1,500
LIBRARY NETWORK	0	0	0	0	0	0
Total Expenditures:	\$236,063	\$276,239	\$276,695	\$275,670	\$169,990	\$255,663

<u>Account Description</u>	<u>FY 2015 Budget</u>	<u>FY 2016 Proposed</u>	<u>FY 2016 Requested</u>
105811 Salary & Wages	\$143,660	\$112,493	
			112,493
105817 Temporary Employees	\$18,280	\$27,378	
			27,378
105812 Overtime	\$0	\$0	
			0
105813 Employee Benefits	\$73,900	\$69,566	
			69,566
105862 Auto Allowance	\$1,950	\$0	
			0
105821 Subscriptions/Licenses	\$240	\$1,383	
SIP2 License (for CASSIE interface)			85
Web Hosting, Domain Registration, and WordPress Website Theme			140
"SmartShield/Smart Control" PC Protection Software annual license fee (8/8/15 to 8/8/16)			120
"SPOT" Wireless printing annual license fee			150
"CASSIE" Computer Reservation and Print Management Software annual license fee			388
10 Additional "SPOT" Licenses			500
105823 Staff Development/Training	\$500	\$1,000	
Mileage/room/board			500
Conferences; workshops; other continuing education opportunities			250
Pursuing A.A. (appx. \$198 per class, plus books and fees)			250
Postage & Supplies	\$670	\$680	
Monthly service fee			200
Postage (*Navajo County Library District reimburses cost of postage for ILLs)			480
105824 Office Supplies & Expense	\$0	\$0	
			0
105825 Equipment Repair & Maintenance	\$770	\$1,305	
Monthly copier/printer maintenance			660
Any copies over 4,000 limit per month			145
Repairs to library equipment			500

<u>Account Description</u>	<u>FY 2015 Budget</u>	<u>FY 2016 Proposed</u>	<u>FY 2016 Requested</u>
105826 Building Maintenance	\$6,000	\$6,905	
Alarm monitoring			380
Fire extinguisher Inspection (annual)			35
Carpet cleaning (annual)			350
Fire alarm system inspection & testing (annual)			420
Interior cleaning (semi-annual)			1,300
Clean interior/exterior windows (annual)			300
Install 2 automatic door openers to be in compliance with ADA and assist parents with strollers, etc.	Capital		0
Paint exterior of building (siding and brick)	Capital		0
If needed, replace molded/rotten wooden siding			2,000
Repairs as needed			2,000
Cross exterminating (\$60 twice a year)			120
105827 Building Utilities	\$11,730	\$11,733	
Gas			2,160
Trash			1,235
Electricity			5,280
Sewer			960
Fire Hydrant			298
Water			1,800
105828 Internet	\$1,200	\$0	
Moved to General Services Department			0
105846 Library Materials Recovery	\$660	\$660	
Collection agency cost to recover library materials			660
105847 Library Materials Processing	\$700	\$1,000	
Costs associated with processing library materials			1,000
105848 Library Materials	\$10,000	\$15,000	
Periodical Standing Order Plan			750
Large Print Standing Order Plan			936
Children and Teen Books Standing Order Plan			950
Audiobooks Standing Order Plan			900
All other library materials			11,464

<u>Account Description</u>	<u>FY 2015 Budget</u>	<u>FY 2016 Proposed</u>	<u>FY 2016 Requested</u>
10581 Donation Expenditures Moved to Grants Fund	\$2,000	\$0	0
105852 Children's Programming Library programs for children	\$800	\$1,000	1,000
105853 Young Adult Programming Library programs for teens	\$500	\$750	750
105855 Adult Programming Library programs for adults	\$500	\$1,000	1,000
105861 Miscellaneous Coffee supplies (revenue offset) Personalized brochures, bookmarks, etc.	\$560	\$1,160	600 560
105863 Volunteer Support Support for library volunteers	\$50	\$150	150
105874 Equipment TBD UPS battery backups	\$1,000	\$1,000	500 500
105822 Computer Replacements, Upgrades TBD	\$0	\$1,500	1,500
	\$275,670	\$255,662	-7.26%

RECREATION

The Recreation Division of the Town's Parks & Recreation Department offers a variety of programs; youth and adult sports, craft workshops, youth and dance aerobics, summer camps, and softball tournaments. Special events are scheduled year round.

OF INTEREST:

The Parks and Recreation department stays involved with several community groups and committees; TRACKS, VFW, Blue Ridge Schools, Pickleball, Big Springs Nature Center, Chamber of Commerce, Little League, Pee-Wee Football and AYSO.

EXPENSE HIGHLIGHTS:

- Increased costs to utilities
- Increased costs to Special Events



Fund #10 General Fund - Recreation

Account Title	2011-12 Prior year 3 Actual	2012-13 Prior year 2 Actual	2013-14 Prior year 1 Actual	2014-15 Current year Budget	2014-15 Current year Actual	2015-16 Proposed Budget
PARKS & RECREATION-DONATIONS	500	335	800	800	1,060	800
SUMMER ARTS & RECREATION	2,124	2,660	2,328	3,000	1,315	2,305
-10K RUN	4,075	4,480	4,584	4,000	3,705	4,721
MISCELLANEOUS EVENTS	0	0	0	0	15	0
MISCELLANEOUS CLASSES	1,773	4,647	1,972	2,000	264	2,000
BASKETBALL - ADULT	2,449	3,855	2,400	2,600	2,325	3,094
SOFTBALL	4,215	3,745	3,915	4,000	110	3,944
YOUTH BASKETBALL	2,535	270	3,180	3,000	3,620	2,897
Total Revenue:	\$17,671	\$19,992	\$19,179	\$19,400	\$12,414	\$19,761

SALARIES & WAGES--RECREATION	80,228	84,128	79,615	81,710	61,003	85,715
OVERTIME	45	0	0	0	189	283
EMPLOYEE BENEFITS	29,245	27,136	27,514	28,660	25,440	30,258
TEMPORARY/PART-TIME EMPLOYEES	4,114	4,916	3,707	4,500	2,678	4,500
Total ERE's:	\$113,631	\$116,180	\$110,835	\$114,870	\$89,310	\$120,756

UNIFORM EXPENSE	0	138	0	0	0	200
SUBSCRIPTIONS, MEMBERSHIP	152	180	150	315	369	375
ADVERTISING	364	428	666	600	281	600
STAFF DEVELOPMENT/TRAINING	33	958	0	950	0	1,000
OFFICE SUPPLIES	1,273	1,476	143	500	105	600
EQUIPMENT REPAIR & MAINTENANCE	0	382	95	300	0	300
UTILITIES	559	1,201	1,432	2,000	509	2,800
TELEPHONE	2,819	600	625	900	950	1,500
GASOLINE/MILEAGE	0	0	0	200	130	200
BUILDING LEASE	1,471	3,531	3,531	3,540	2,372	3,540
SPECIAL DEPARTMENT SUPPLIES	190	391	91	200	0	200
DONATION EXPENDITURES	346	0	440	0	60	60
SPECIAL EVENTS***	7,169	6,207	6,767	500	1,451	14,300
MISCELLANEOUS	221	97	23	0	0	0
AUTO ALLOWANCE	4,000	4,000	4,000	4,000	3,167	0
SAFETY EQUIPMENT	0	34	56	300	0	0
SPECIAL INTEREST--MISC CLASSES	1,363	2,660	798	3,200	302	3,200
RECREATION PROGRAMS*	0	0	0	0	0	11,000
RECREATIONAL SERV.-YOUTH BBALL*	3,087	1,125	2,119	3,500	2,093	0
RECREATIONAL SERV.-BASKETBALL*	1,612	2,330	1,944	3,300	1,335	0
RECREATIONAL SERV.-SOFTBALL*	2,701	2,594	2,220	4,200	1,051	0
SUMMER ARTS-RECREATION PROGRAM	294	255	235	300	24	300
SPECIAL EVENTS - EASTER***	0	41	0	3,775	0	0
SPECIAL EVENTS - HALLOWEEN***	0	0	0	3,500	3,053	0
SPECIAL EVENTS - 10K RUN***	2,472	2,515	2,902	3,300	2,763	0
WOODLAND TREE LIGHTING***	2,214	1,766	2,783	3,000	2,417	0
URBAN TRAIL SYSTEM	124	129	49	500	0	0
Total Expenditures:	\$146,095	\$149,219	\$141,905	\$157,750	\$111,743	\$160,931

<u>Account Description</u>	<u>FY 2015 Budget</u>	<u>FY 2016 Proposed</u>	
105911 Salary & Wages	\$81,710	\$85,715	85,715
105912 Overtime	\$0	\$283	283
105913 Employee Benefits	\$28,660	\$30,258	30,258
Uniform Expense Shirts for Staff	\$0	\$200	200
105917 Temporary Employees Asst. with Youth Basketball & Nature Summer Camp	\$4,500	\$4,500	4,500
105962 Auto Allowance	\$4,000	\$0	0
105921 Dues/Subscriptions/License AZ Parks & Rec Association National Parks & Rec Association National Arbor Day Foundation	\$315	\$375	195 165 15
105922 Advertising Events & employment	\$600	\$600	600
105923 Staff Development/Training Workshops, Conferences, training	\$950	\$1,000	1,000
Postage	\$500	\$300	300
105925 Equipment Repair & Maintenance	\$300	\$300	300
105927 Utilities Share of P&R/PW building	\$2,000	\$2,800	2,800

<u>Account Description</u>		<u>FY 2015 Budget</u>	<u>FY 2016 Proposed</u>	
105928	Telephone Use of Personal Cell	\$900	\$1,500	1,500
105929	Gasoline & Mileage Dept vehicles, mileage	\$200	\$200	200
105935	Building Lease Share of P&R/PW building	\$3,540	\$3,540	3,540
105948	Special Department Supplies Additional needs	\$200	\$200	200
105951	Donation Expenditures Blue Ridge Culinary Arts	\$0	\$60	60
105955	Special Events Arbor Day Easter Halloween 10K Run (medals, refreshments,t-shirts, awards) Woodland Tree Lighting (raffle items, hot chocolate, lighting, decorations, etc)	\$14,075	\$14,300	600 3,900 3,500 3,300 3,000
105982	Special Interests - Misc Classes Fees charged cover all costs	\$3,200	\$3,200	3,200 0
	Recreation Programs Youth Basketball (League officials, gym supervisor, awards) Adult Basketball (League officials, gym supervisor, awards) Softball (Umpires, officials, supervisor, awards) Adult Volleyball	\$11,000	\$11,000	3,500 3,300 4,200 0
105986	Summer Arts Supplies for program	\$300	\$300	300
105970	Safety Equipment First Aid kits for staff & office	\$300	\$300	300
105994	Urban Trail System	\$500	\$0	0
		\$157,750	\$160,931	2.02%

FACILITIES MAINTENANCE

The Town of Pinetop-Lakeside's Community Development Department handles facilities maintenance for the Town.

Facilities maintenance is specifically responsible for custodian duties at Town Hall, the Police Department, Pinetop-Lakeside Public Library, and Public Works/Parks Department building.

Facilities Maintenance handles on a daily basis building repairs, grounds maintenance at Town Hall and project completion as identified.

Facilities maintenance staff consists of a custodian/maintenance worker and coordination with Public Works staff for cemetery operations and maintenance.

OF INTEREST:

Staff has identified the higher priority Capital Improvement Projects regarding Town facilities. In particular, roof replacement at Town Hall has been identified as urgent.

Community Development staff is currently reviewing trash hauler invoices to determine ways to reduce costs for trash service at all town facilities. In addition, staff will determine the number of plots actually available at Lakeside Cemetery to establish a timeline to full capacity and future land needs.

EXPENSE HIGHLIGHTS:

- Reallocation of salaries from the Parks and HURF Funds
- Combined the Facilities and Cemetery into one department



Fund #10 General Fund - Facilities

<u>Account Title</u>	2011-12 Prior year 3 <u>Actual</u>	2012-13 Prior year 2 <u>Actual</u>	2013-14 Prior year 1 <u>Actual</u>	2014-15 Current year <u>Budget</u>	2014-15 Current year <u>Actual</u>	2015-16 Proposed Budget
CEMETERY REVENUES	8,800	11,875	11,425	18,000	6,385	10,000
Total Revenue:	<u>\$8,800</u>	<u>\$11,875</u>	<u>\$11,425</u>	<u>\$18,000</u>	<u>\$6,385</u>	<u>\$10,000</u>
SALARIES & WAGES--FAC.MAINT.	21,616	0	0	0	0	40,800
OVERTIME	0	0	0	0	0	3,183
EMPLOYEE BENEFITS	3,282	0	82	0	0	38,254
SALARIES & WAGES - CEMETERY	0	0	0	0	70	0
EMPLOYEE BENEFITS	0	0	0	0	24	0
Total ERE's:	<u>\$24,898</u>	<u>\$0</u>	<u>\$82</u>	<u>\$0</u>	<u>\$94</u>	<u>\$82,237</u>
UNIFORM EXPENSE	0	0	0	0	0	100
SUBSCRIPTIONS AND MEMBERSHIPS	0	0	285	0	0	0
VEHICLE REPAIR & MAINTENANCE	24	34	617	1,100	218	2,000
STAFF DEVELOPMENT/TRAINING	45	110	0	0	0	0
OFFICE SUPPLIES	360	388	18	400	0	0
EQUIPMENT REPAIR & MAINTENANCE	4,722	2,838	2,732	2,400	333	2,400
BUILDING REPAIRS/MATERIALS	3,580	1,272	3,514	3,500	1,404	5,000
UTILITIES	43,515	43,928	44,105	47,000	33,701	53,000
TELEPHONE	1,200	400	0	0	0	0
GASOLINE/MILEAGE	0	0	0	0	0	750
PROFESSIONAL SERVICES	41	342	0	0	0	0
CLEANING SUPPLIES	5,044	4,840	5,659	5,000	4,483	5,000
SMALL TOOLS & SUPPLIES	152	374	71	400	177	400
MISCELLANEOUS	402	803	12	500	0	0
SAFETY EQUIPMENT	139	6	38	300	181	300
EQUIPMENT	0	0	11	2,500	0	2,500
SAFETY IMPROVEMENTS	168	0	78	500	0	0
CEMETERY MAINTENANCE	1,332	3,799	1,620	6,000	4,382	5,000
Total Expenditures:	<u>\$85,622</u>	<u>\$59,134</u>	<u>\$58,842</u>	<u>\$69,600</u>	<u>\$44,973</u>	<u>\$158,687</u>

<u>Account Description</u>		<u>FY 2015 Budget</u>	<u>FY 2016 Proposed</u>	
106211	Salary & Wages	\$0	\$40,800	
	Facilities			23,296
	Cemetery			17,504
106212	Overtime	\$0	\$3,183	
	Facilities			420
	Cemetery			2,763
106213	Employee Benefits	\$0	\$38,254	
	Facilities			14,663
	Cemetery			23,591
106214	Uniform Expense	\$0	\$100	
	T-shirts, jackets, etc			100
106222	Vehicle Repair & Maintenance	\$1,100	\$2,000	
	Town vehicles - S-10, Journey, Nitro			2,000
106224	Office Supplies & Expense	\$400	\$0	
				0
106225	Equipment Repair & Maintenance	\$2,400	\$2,400	
				2,400
106226	Building Repairs/Materials	\$3,500	\$5,000	
				5,000
106226	Cemetery Maintenance	\$6,000	\$5,000	
	rental of equipment (miniOx) & special supplies			5,000
106227	Utilities	\$47,000	\$53,000	
	Town Hall			50,000
	Cemetery			3,000
106229	Gasoline/Mileage	\$0	\$750	
	Town vehicles - S-10, Journey, Nitro			750
106248	Cleaning Supplies	\$5,000	\$5,000	
				5,000



<u>Account Description</u>		<u>FY 2015 Budget</u>	<u>FY 2016 Proposed</u>	
106250	Small Tools & Supplies	\$400	\$400	400
106270	Safety Equipment	\$300	\$300	300
106274	Equipment small equipment	\$2,500	\$2,500	2,500
106279	Safety Improvements	\$500	\$0	0
		\$69,100	\$158,687	129.65%

PUBLIC WORKS:

The main areas of responsibility within the Public Works department are Construction and Maintenance of Roads, Snowplowing and Cemetery maintenance. The majority of the Road Maintenance, Rehabilitation and Snowplowing is paid from the Highway Users Revenue Fund (HURF) and Vehicle License Tax (VLT), with the Cemetery maintenance is paid from the General Fund. The Public Works department seeks this year to be more proactive regarding Street maintenance and rehabilitation.

OF INTEREST:

The state of Arizona taxes motor fuels and collects a variety of fees and charges relating to the registration and operation of motor vehicles on the public highways of the state. These collections include gasoline and use-fuel taxes, motor-carrier taxes, vehicle-license taxes, motor vehicle registration fees and other miscellaneous fees. These revenues are deposited in the Arizona Highway User Revenue Fund (HURF) and are then distributed to the cities, towns and counties and to the State Highway Fund. The distribution to cities, towns and counties include both HURF and VLT. HURF is restricted to streets and roads, while VLT is not and can be used however the entity wishes. The Town of Pinetop-Lakeside Town Council has restricted the VLT dollars to the Streets and Roads Department.

EXPENSE HIGHLIGHTS:

- Salaries have been reallocated to the VLT and General Funds for personnel performing non-street related activities
- Operational line items have been reallocated to VLT Fund
- VLT will transfer dollars to cover any shortfalls in HURF due to street maintenance and rehabilitation



Fund #12 VLT Fund	2011-12	2012-13	2013-14	2014-15	2014-15	2015-16
<u>Account Title</u>	<u>Prior year 3</u>	<u>Prior year 2</u>	<u>Prior year 1</u>	<u>Current year</u>	<u>Current year</u>	Proposed
	<u>Actual</u>	<u>Actual</u>	<u>Actual</u>	<u>Budget</u>	<u>Actual</u>	Budget
AUTO LIEU TAX	0	0	0	222,000	146,069	239,544
INTEREST INCOME	0	0	0	0	(9)	500
Total Revenue:	<u>\$0</u>	<u>\$0</u>	<u>\$0</u>	<u>\$222,000</u>	<u>\$146,060</u>	<u>\$240,044</u>
SALARIES & WAGES--NON STREETS	0	0	0	0	0	79,950
OVERTIME	0	0	0	0	0	9,210
EMPLOYEE BENEFITS	0	0	0	0	0	49,139
UNIFORM EXPENSE	0	0	0	0	0	400
Total ERE's:	<u>\$0</u>	<u>\$0</u>	<u>\$0</u>	<u>\$0</u>	<u>\$0</u>	<u>\$138,699</u>
SUBSCRIPTIONS AND MEMBERSHIPS	0	0	0	0	0	1,170
ADVERTISING	0	0	0	0	0	200
STAFF DEVELOPMENT/TRAINING	0	0	0	0	0	450
OFFICE SUPPLIES	0	0	0	0	0	200
PW/PR BUILDING LEASE	0	0	0	0	0	26,300
PW/PR BLDG UTILITIES	0	0	0	0	0	8,000
SPECIAL DEPT. SUPPLIES	0	0	0	0	0	4,000
SAFETY EQUIPMENT	0	0	0	0	0	3,100
TRANSFER TO HURF/CAPITAL	0	0	0	0	0	324,566
Total Expenditures:	<u>\$0</u>	<u>\$0</u>	<u>\$0</u>	<u>\$0</u>	<u>\$0</u>	<u>\$506,685</u>

<u>Account Description</u>	<u>FY 2015 Budget</u>	<u>FY 2016 Proposed</u>	
Salary & Wages	\$0	\$79,950	79,950
<i>Reallocated by % to VLT & General Funds</i>			
Overtime	\$0	\$9,210	9,210
<i>Reallocated by % to VLT & General Funds</i>			
Employee Benefits	\$0	\$49,139	49,139
<i>Reallocated by % to VLT & General Funds</i>			
Uniform Expense T-shirts, jackets, etc	\$0	\$400	400
Dues/Subscriptions/License American Society of Civil Engineers Ariozna Society of Civil Engineers Arizona State Board of Technical Registration American Public Works Association American Water Resources Association Association of State Floodplain Managers	\$0	\$1,170	300 80 100 250 250 190
Advertising Local Advertisement Community Outreach, Plow Art, Public Notice	\$0	\$200	100 100
Staff Development/Training Technical Training for Skill Retention & Growth	\$0	\$450	450
Office Supplies & Expense Pooled Resource at Town Hall & PW Field Supply	\$0	\$200	200
Maintenance Yard Utilities Water, Wastewater, Electricity, Gas Services	\$0	\$8,000	8,000
Gasoline	\$0	\$0	0
Vehicle Repair & Maintenance	\$0	\$0	0



<u>Account Description</u>	<u>FY 2015 Budget</u>	<u>FY 2016 Proposed</u>	
Building Lease PW/PR Yard & Adjacent Dwelling	\$0	\$26,300	26,300
Special Department Supplies Unanticipated or Uncategorized Necessities	\$0	\$4,000	4,000
Small Tools & Supplies	\$0	\$0	0
Safety Equipment Visible Outerware Attire for Field Personnel Safety Footware Allowance for Field Personnel Town Safety Committee Recommendations	\$0	\$3,100	600 500 2,000
Transfer to HURF Fund Misc Operations and Maintenance	\$0	\$5,591	5,591
Transfer to Capital Fund Capital Projects	\$0	\$318,975	318,975
	\$0	\$506,685	

Fund #21 HURF Fund	2011-12	2012-13	2013-14	2014-15	2014-15	2015-16
<u>Account Title</u>	Prior year 3	Prior year 2	Prior year 1	Current year	Current year	Proposed
	<u>Actual</u>	<u>Actual</u>	<u>Actual</u>	<u>Budget</u>	<u>Actual</u>	<u>Budget</u>
HURF--GASOLINE TAX REVENUES	429,242	470,581	494,840	486,475	342,663	522,853
AUTO LIEU TAX	213,147	210,755	218,764	0	0	0
SPECIAL PROJECT DONATIONS	11,770	0	0	0	91,486	0
INTEREST INCOME--HURF	0	0	651	0	1,290	1,200
OTHER SOURCES-OPER TRANSFER-IN	0	0	0	150,000	0	0
CONTINGENCY CARRYFORWARD	0	0	0	400,000	0	0
Total Revenue:	<u>\$654,158</u>	<u>\$681,336</u>	<u>\$714,255</u>	<u>\$1,036,475</u>	<u>\$435,439</u>	<u>\$524,053</u>
SALARIES & WAGES--STREETS	207,526	256,737	241,646	232,170	174,121	106,631
OVERTIME	382	14	1,558	15,000	3,125	9,210
EMPLOYEE BENEFITS	105,660	108,155	121,972	112,780	92,975	60,083
Total ERE's:	<u>\$313,568</u>	<u>\$364,906</u>	<u>\$365,176</u>	<u>\$359,950</u>	<u>\$270,221</u>	<u>\$175,924</u>
SUBSCRIPTIONS, MEMBERSHIPS	1,975	0	0	2,500	285	0
ADVERTISING	143	91	285	400	175	200
STAFF DEVELOPMENT/TRAINING	853	270	875	3,500	118	0
OFFICE SUPPLIES	0	55	50	200	0	0
EQUIPMENT REPAIR & MAINTENANCE	51,287	42,067	24,300	55,000	21,533	50,000
PROFESSIONAL SERVICES	2,777	2,044	0	62,000	0	2,000
BLDG & SHOP MAINTENANCE	0	0	0	0	268	1,000
TELEPHONE	1,817	3,536	3,350	3,900	2,850	720
GASOLINE/MILEAGE	32,967	31,147	25,785	29,000	16,681	27,000
VEHICLE REPAIR & MAINTENANCE	5,892	1,594	3,429	6,000	5,214	6,000
STREET MAINTENANCE	100,820	63,433	33,169	220,925	65,228	184,000
STREET REHABILITATION	152,125	1,796	14,305	251,860	45,180	30,000
ELECTRICITY FOR TRAFFIC LIGHTS	7,053	7,457	8,501	10,000	5,689	10,000
MAINTENANCE YARD LEASE	12,361	22,960	26,257	26,300	17,505	0
MAINTENANCE YARD UTILITIES	2,178	7,933	8,862	8,000	4,195	0
SPECIAL DEPT. SUPPLIES	236	1,170	2,392	19,500	1,931	3,000
SNOW PLOWING	2,891	0	0	0	1,371	27,000
MISCELLANEOUS	5,066	3,821	98	4,000	939	0
SAFETY EQUIPMENT	49	706	4,605	2,900	2,546	800
EQUIPMENT	0	0	3,000	25,000	8,170	3,000
EQUIPMENT RENTAL	0	0	0	82,000	0	9,000
TRANSFER TO CAPITAL FUND	0	0	0	0	0	171,530
Total Expenditures:	<u>\$694,060</u>	<u>\$554,987</u>	<u>\$524,439</u>	<u>\$1,172,935</u>	<u>\$470,100</u>	<u>\$701,174</u>

<u>Account Description</u>	<u>FY 2015 Budget</u>	<u>FY 2016 Proposed</u>	
Salary & Wages	\$232,170	\$106,631	106,631
<i>Reallocated by % to VLT & General Funds</i>			
Overtime	\$15,000	\$9,210	9,210
<i>Reallocated by % to VLT & General Funds</i>			
Employee Benefits	\$112,780	\$60,083	60,083
<i>Reallocated by % to VLT & General Funds</i>			
Uniform Expense T-shirts, jackets, etc	\$0	\$0	0
<i>Reallocated to VLT Fund</i>			
Temporary Employees	\$0	\$0	0
Dues/Subscriptions/License	\$2,500	\$0	0
<i>Reallocated to VLT Fund</i>			
Advertising Bid Advertising to obtain Contractors	\$400	\$200	200
Staff Development/Training	\$3,500	\$0	0
<i>Reallocated to VLT Fund</i>			
Office Supplies & Expense	\$200	\$0	0
<i>Reallocated to VLT Fund</i>			
Building & Shop Maintenance Maintenance	\$0	\$1,000	1,000
Equipment Repair & Maintenance	\$55,000	\$50,000	
Specialty Parts Distribution			15,000
Light Duty Parts			12,000
Heavy Duty Parts & Service			7,000
Medium Duty Service			4,000
Heavy Duty Service			3,000
Unaccounted & Uncategorized Parts or Service			4,000
Unaccounted & Uncategorized Parts or Service			5,000

<u>Account Description</u>	<u>FY 2015 Budget</u>	<u>FY 2016 Proposed</u>	
Professional Services	\$2,000	\$2,000	
Material & Compaction Testing			2,000
Telephone	\$3,900	\$720	
In-Vehicle Radios			720
Gasoline	\$29,000	\$27,000	
Vehicle & Equipment Fuel			21,000
Vehicle & Equipment Mechanical Lubricants			6,000
Vehicle Repair & Maintenance	\$6,000	\$6,000	
Local General Repair Service			800
Area Dealership Level Parts & Service			2,500
Local General Auto Parts			1,300
Statewide Options as-needed			1,400
Street Maintenance	\$220,925	\$184,000	
Pavement Crack Sealent Material			10,000
Pavement AC Cold/Hot Mix Patching Material			45,000
Drainage & Erosion Protection Material			20,000
Aggregate Base Material			7,000
Miscellaneous & Uncategorized Services/Supplies			55,000
Compaction, & Placement Equip. Rental			12,000
Signage & Markings Replacement			15,000
Hill @ Rim Rd - Dust Control			20,000
Street Rehabilitation	\$30,000	\$30,000	
Asphalt Milling Equipment Rental			3,000
Organic Aggregate Binder Material			5,000
Drainage & Erosion Protection Material			7,000
Miscellaneous & Uncategorized Services/Supplies			15,000
Electricity for Traffic Lights	\$10,000	\$10,000	
SR260 Signalized Intersections			10,000
Special Department Supplies	\$19,500	\$3,000	
Welding Supplies			2,000
Shop Supplies			1,000
Miscellaneous	\$4,000	\$0	
			0
Safety Equipment	\$2,900	\$800	
Equipment/Vehicle Warning Lights			800

<u>Account Description</u>	<u>FY 2015 Budget</u>	<u>FY 2016 Proposed</u>	
Equipment	\$0	\$3,000	
Tilting Flatbed Trailer			3,000
Snow Plowing	\$0	\$27,000	
Snow & Ice Native Granular Traction Agent (cinders)			20,000
Manufactured De-Icing Agents			7,000
Equipment Rental	\$2,000	\$9,000	
Misc. Equipment Rental As-Needed			2,000
Misc. Equipment Rental As-Needed			7,000
Maintenance Yard Utilities	\$8,000	\$0	
			0
Reallocated to VLT Fund			
Maintenance Bldg/Yard Lease	\$26,300	\$0	
			0
Reallocated to VLT Fund			
Transfer to Capital Fund	\$0	\$171,530	
Capital Projects			171,530
OPERATIONS TOTAL:	\$786,075	\$701,174	

GRANTS

This fund accounts for all Grant funds that are applied for and approved. This fund serves as a buffer to prevent the possible loss of grant opportunities.

The consideration is essential for generating maximum overall Town and community benefit, and is accomplished via an interdepartmental or community/ regional team configuration. Successfully submitted and managed grant coordination, incorporates proper planning, management and execution strategies through effective teamwork configuration. The Coordinator collaborates with local, regional, state and federal agencies and has formed a network that includes, but is not limited to the following: US Forest Service, Arizona Game and Fish Department, Northern Arizona Council of Governments (NACOG), Navajo County, Arizona Department of Transportation, Arizona Department of Housing, Arizona State Library, Archives and Public Records Agency, and a variety of foundations and non-profits such as, TRACKS, White Mountain Wildlife and Nature Center, White Mountain SAFE House, and Catholic Charities, etc.

Grant Reporting and Management is the fundamental key to successful grant execution and set the benchmark and foundation for additional funding opportunities over a longer-term. The grant management phase is strictly performance and measurement-based. Town staff and stakeholders/partners are responsible for project mobilization, timelines, communications, and budgetary adherence with project completion firmly established.

OF INTEREST:

Intergovernmental agreements and partnerships have been formed for the successful completion of a variety of neighborhood improvement projects, and non-profit grant submissions.

EXPENSE HIGHLIGHTS:

- Arizona Department of Transportation:
 - 1) PARA Grant - Business Parking & Urban Pedestrian Plan
 - 2) Safe Routes to Schools – SR260 Sidewalk

- USDA Secure Rural Schools
 - 1) RAC Grant – Woodland Lake Park Access Road Maintenance Project

- Arizona Department of Housing
 - 1) CDBG Regional Account – Woodland Road Sidewalk Improvements Project



Fund #23/24 GRANT Funds	2011-12	2012-13	2013-14	2014-15	2014-15	2015-16
<u>Account Title</u>	Prior year 3	Prior year 2	Prior year 1	Current year	Current year	Proposed
	<u>Actual</u>	<u>Actual</u>	<u>Actual</u>	<u>Budget</u>	<u>Actual</u>	<u>Budget</u>
AZ DEPT OF HOUSING CDBG	0	0	0	320,145	201	295,863
STATE SPECIAL PROJECTS CDBG	0	0	0	116,000	726	0
CDBG - JACKSON LANE	14,486	204,913	0	153,225	0	0
CDBG - P-L SENIOR CENTER	38,000	23,607	0	0	0	0
ADOT GRANTS	90	0	0	840,550	0	2,028,835
AZ DEPT OF COMMERCE GRANTS	0	0	185,000	500,000	0	100,000
LIBRARY GRANTS	13,134	4,592	768	118,240	11,232	29,800
LIBRARY DONATIONS	0	0	0	0	0	6,000
AZ POST TRAVEL REIMBURSEMENT	4,132	5,630	3,964	0	0	5,200
AZ GAME & FISH HERITAGE FUNDS	0	3,272	16,917	125,000	8,471	50,000
AZ WATER PROTECT (BILLY CREEK)	43,730	7,335	26,069	0	0	0
DUI ABATEMENT GRANTS	12,776	12,458	7,958	36,000	5,433	10,000
US DEPT OF JUSTICE VEST GRANTS	2,802	2,799	2,225	0	0	1,040
MISC POLICE DEPT GRANTS	0	0	0	0	2,500	100,000
FOREST HEALTH GRANTS	81,990	0	0	100,000	0	117,325
GOHS AGGRAVATED DRIVING GRANTS	25,134	13,448	2,699	12,500	5,250	10,000
UNDERAGE DRINKING GRANT	3,900	0	0	0	0	0
HOMELAND SECURITY GRANTS	167,731	0	1,394	108,200	38,538	38,000
PROP 202 NON-WMAT GRANTS	28,000	0	0	150,000	0	150,000
PROP 202 WMAT GRANTS	11,459	34,437	23,335	20,000	1,902	0
MCAT OFFICER GRANT	0	54,074	57,395	0	19,718	50,019
AZ DPS GITEM GRANT	0	0	9,984	0	25,695	53,170
US DEPT OF JUSTICE COPS GRANTS	63,069	66,647	15,431	300,000	0	0
USDA/USFS RAC NEPA GRANT	47,616	0	0	99,000	0	50,250
NATURE CENTER WETLANDS	7,958	0	0	0	0	0
WOODLAND LAKE PARK TRAIL GRANT	0	30,621	0	0	0	52,850
MISC PARKS & REC DEPT GRANTS	0	0	0	0	0	964,558
GOHS EQUIPMENT GRANTS	0	0	25,076	0	10,000	25,000
POLICE EXPLORER'S FUND	0	0	0	0	1,823	3,500
Total Revenue:	\$566,006	\$463,833	\$378,216	\$2,998,860	\$131,489	\$4,141,410

AZ DEPT OF COMMERCE GRANTS	0	0	185,000	500,000	0	100,000
ADMINISTRATION	0	0	0	0	77	0
CDBG - P-L SENIOR CENTER	38,000	23,607	0	0	0	0
PROP 202 WMAT GRANTS	11,459	34,803	23,335	20,000	0	0
LIBRARY GRANT	13,134	4,592	768	118,240	9,253	29,800
LIBRARY DONATIONS	0	0	0	0	0	6,000
SALARIES & WAGES--POLICE	0	0	0	0	16,572	0
OVERTIME	0	0	0	0	4,134	0
EMPLOYEE BENEFITS	0	0	0	0	13,618	0
POLICE EXPLORER'S EXPENDITURES	0	0	0	0	2,617	3,500
AZ POST REIMBURSED TRAVEL	4,132	5,630	3,964	0	0	5,200
DUI ABATEMENT GRANTS	12,776	12,458	6,146	36,000	6,070	10,000
US DEPT OF JUSTICE VEST GRANTS	2,802	2,799	2,225	0	0	1,040
MISC POLICE DEPT GRANTS	0	0	0	0	2,500	100,000
GOHS AGGRAVATED DRIVING GRANTS	25,134	13,448	4,366	12,500	5,695	10,000
UNDERAGE DRINKING GRANT	3,900	0	0	0	0	0
HOMELAND SECURITY GRANTS	167,731	0	1,394	108,200	39,090	38,000
PROP 202 NON-WMAT GRANTS	28,000	0	0	150,000	0	150,000
MCAT OFFICER GRANT	0	54,074	57,395	300,000	29,934	50,019
AZ DPS GITEM GRANT	0	0	9,984	0	28,629	53,170
US DEPT OF JUSTICE COPS GRANTS	63,069	66,647	15,431	0	0	0

GOHS EQUIPMENT GRANTS	0	0	25,076	0	3,733	25,000
AZ GAME AND FISH HERITAGE FUND	0	3,272	16,917	125,000	5,203	50,000
FOREST HEALTH GRANTS	81,990	0	0	100,000	1,799	117,325
USDA/USFS RAC NEPA GRANT	47,616	0	0	99,000	0	50,250
NATURE CENTER WETLANDS	7,958	0	0	0	0	0
WOODLAND LAKE PARK TRAIL GRANT	0	30,621	0	0	0	52,850
MISC PARKS & REC DEPT GRANTS	0	0	0	0	0	964,558
AZ DEPT OF HOUSING CDBG	0	0	0	320,145	5,201	295,863
STATE SPECIAL PROJECTS CDBG	0	0	0	116,000	726	0
CDBG - JACKSON LANE	14,486	204,913	0	153,225	0	0
ADOT GRANTS	90	0	0	840,550	0	2,028,835
AZ WATER PROTECT (BILLY CREEK)	43,730	7,335	26,069	0	0	0
Total Expenditures:	<u>\$566,006</u>	<u>\$464,199</u>	<u>\$378,071</u>	<u>\$2,998,860</u>	<u>\$174,852</u>	<u>\$4,141,410</u>

<u>Account Description</u>	<u>FY 2015 Budget</u>	<u>FY 2016 Proposed</u>	
Community Development	\$600,000	\$217,325	
<i>Arizona Commerce Authority/</i> Rural Economic Development Grant (REDG)			100,000
Arizona Game & Fish Department (AZGFD)			0
<i>Arizona State Forestry Division/</i> Wildland Fire Hazardous Fuels Program			117,325
Library	\$118,240	\$35,800	
<i>American Library Association/</i> StoryCorps Program			4,500
<i>Arizona State Library, Archives and Public Records -</i> State Grant In Aid (SGIA)			18,000
<i>Arizona State Library, Archives and Public Records -</i> Library Services Technolgy Act (LSTA)			7,300
Donations (Patrons, Friends, etc)			6,000
Parks & Recreation	\$224,000	\$1,117,658	
Arizona Diamondbacks Foundation			714,558
<i>Arizona Game & Fish Department (AZGFD)/</i> Arizona Heritage Funds Program			50,000
<i>Arizona State Parks/</i> Recreational Trails Program (RTP)			52,850
<i>USDA Secure Rural School Funds (RAC Grant)/</i> Woodland Lake Access Road (Southside)			50,250
Tennis/Pickle Ball Courts			250,000
Police	\$606,700	\$445,929	
<i>AZ Department of Public Safety/</i> Gang Intelligence Team Enforcement Mission (GITEM)			53,170
<i>AZ Department of Homeland Security -</i> Equipment (Radios)			18,000
<i>AZ Department of Homeland Security -</i> Highway Safety Plan			20,000
<i>AZ Post /</i> Allocation, Travel Reimbursement			5,200
<i>Governor's Office of Highway Safety -</i> Aggressive Driving			10,000
<i>Governor's Office of Highway Safety -</i> DUI Abatement			10,000
<i>AZ Department of Transportation/ADOT -</i> E-Ticketing			25,000
<i>Navajo County -</i> MCAT Officer			50,019



<u>Account Description</u>	<u>FY 2015 Budget</u>	<u>FY 2016 Proposed</u>
<i>US Department of Justice (USDOJ) - Vest Program</i>		1,040
Police Explorer's Donations		3,500
Tribal Gaming Funds (Prop 202)		150,000
Other/Miscellaneous Grant Opportunities		100,000
Public Works	\$1,449,920	\$2,324,698
<i>AZ Department of Housing (Regional Allocation) - Regional Allocation: Woodland Road Sidewalk Improvements</i>		179,863
<i>AZ Department of Housing (Regional Allocation) - State Special Projects Application: Catholic Charities</i>		116,000
<i>AZ Department of Transportation/ADOT - PARA Planning Assistance for Rural Areas</i>		100,000
<i>AZ Department of Transportation/ADOT - Porter Mountain Pedestrian Bridge</i>		1,475,000
<i>AZ Department of Transportation/ADOT - Safe Routes to Schools</i>		226,209
<i>AZ Department of Transportation/ADOT - Woodland Road Pathway Navajo to Settlers Lane</i>		227,626
GRANTS TOTAL:	\$2,998,860	\$4,141,410

TOURISM & PROMOTION FUND (AD&PRO)

The purpose of this Committee is to develop and transmit to the Town Council recommendations regarding an annual plan and budgetary allocation of the funds allocated for promotion and advertising for tourism and visitor related functions, including proposed contractual agreements with public or private agencies to plan, administer or implement such plan. Such annual plan should address marketing, which will include but not be limited to, development of community image, target market, promotional campaign, etc.

The Advertising and Promotion Committee shall consist of nine (9) members, five of whom shall reside within the boundaries of the Blue Ridge Unified School District, and the remainder may own and operate a business located within the Town boundaries that pays transaction privilege taxes to the Town of Pinetop-Lakeside. One member shall be a representative of the local hospitality industry, and the remaining eight members shall be members-at-large. One Town Council member, designated by the Town Council, will serve as a nonvoting ex-officio member. The Town Manager or his designated Staff representative shall sit as an ex officio, nonvoting member of the Committee.

OF INTEREST:

The Town Council has dedicated approximately 54% of the 3% Bed Tax collected for the Tourism and Promotion Fund.

EXPENSE HIGHLIGHTS:

- Increase to fund Website Design, regional advertising and promotional materials.
- Discontinue the 1-800 Number



Fund #25 Tourism & Promotion Fund

Account Title	2011-12	2012-13	2013-14	2014-15	2014-15	2015-16
	Prior year 3 Actual	Prior year 2 Actual	Prior year 1 Actual	Current year Budget	Current year Actual	Proposed Budget
LOCAL HOSPITALITY BED" TAX"	105,342	114,569	133,848	130,000	98,284	133,927
GROUP SALES PROCEEDS	4,412	0	0	0	0	0
TRANSFER FROM GENERAL FUND	2,000	0	0	0	0	0
Total Revenue:	\$111,753	\$114,569	\$133,848	\$130,000	\$98,284	\$133,927

SEASONAL CAMPAIGN	31,988	70,244	38,020	87,600	45,079	83,000
TRADE SHOWS	0	0	0	0	100	5,000
ADVERTISING - LOCAL	9,228	5,854	31,323	10,000	3,531	2,000
ADVERTISING FACILITATION	22,500	0	0	0	0	0
WEBSITE DEVELOPMENT	203	0	0	0	242	0
COMMUNICATION/PUBLIC RELATIONS	227	27,750	38,173	30,000	25,000	30,000
EVENT SPONSORSHIP - LOCAL	0	0	0	0	0	8,000
POSTAGE - CHAMBER OF COMMERCE	2,300	2,400	2,400	1,200	1,600	2,000
PROMOTIONAL MATERIAL	2,000	0	0	0	0	5,000
POSTAGE,SUPPLIES,PRINTING,MISC	81	0	0	0	0	0
REGIONAL ADVERTISING	20,000	20,000	5,000	0	1,887	5,000
WEBSITE UPDATE	0	0	0	0	0	12,500
1-800 NUMBER	1,300	1,200	1,200	1,200	800	0
CONTINGENCY	0	0	0	0	0	0
GROUP SALES	18,543	15,000	6,250	0	0	0
OUT-OF-TOWN HOTEL SALES EXP	2,992	0	0	0	0	0
Total Expenditures:	\$111,364	\$142,448	\$122,366	\$130,000	\$78,238	\$152,500



<u>Account Description</u>		<u>FY 2015 Budget</u>	<u>FY 2016 Proposed</u>	
256508	Seasonal Campaign	\$87,600	\$83,000	
	October - March			35,000
	April - September			48,000
256509	Trade Shows	\$0	\$5,000	
	Attendance/Participation			2,500
	Brochures/Print Materials			2,500
256511	Advertising - Local	\$10,000	\$2,000	
	Car show, EPIC rides, Fall Festival, etc			2,000
	Event Sponsorship - Local	\$0	\$8,000	
	Car show, EPIC rides, Fall Festival, etc			8,000
256544	Website Development	\$0	\$12,500	
	visitpinetoplakeside (anticipating carry over funds)			12,500
256515	Communication/Public Relations	\$30,000	\$30,000	
	Advertising Retainer (Larry John Wright)			30,000
256520	Postage - Chamber of Commerce	\$1,200	\$2,000	
	General mailings, Welcome packets, etc			2,000
256530	Advertising - Regional	\$0	\$5,000	
	White Mountain Partnership			5,000
256545	1-800 Number	\$1,200	\$0	
	Discontinue July 2015			0
256521	Promotional Material	\$0	\$5,000	
	banners, holiday décor, generic/multi use			5,000
		\$130,000	\$152,500	

PARKS FUND

The Parks Division of the Town's Parks & Recreation Department manages and maintains Woodland Lake Park, Mountain Meadow Recreation Complex, public land sites throughout the Town, including the Library and Town Hall grounds. Staff maintains all active areas of Woodland Lake Park, including the five Ramada's and the asphalt trail around the lake is also a critical amenity that is used daily. Mountain Meadow Complex is a 50-acre site which includes three Soccer fields, two youth size Baseball/Softball fields, a playground and an 18-hole disc golf course. There is one Ramada on this property. All Ramada's are available for rent by the public.

OF INTEREST:

The Parks and Recreation department stays involved with several community groups and committees; TRACKS, VFW, Blue Ridge Schools, Pickleball, Big Springs Nature Center, Chamber of Commerce, Little League, Pee-Wee Football and AYSO.

EXPENSE HIGHLIGHTS:

- Moved the Custodian position to Facilities budget, currently have one vacancy
- Requesting Seasonal employee(s) from May through August
- Added Special Permits for U.S. Forest Service requirements



Fund #29 Parks Fund	2011-12 Prior year 3	2012-13 Prior year 2	2013-14 Prior year 1	2014-15 Current year	2014-15 Current year	2015-16 Proposed
<u>Account Title</u>	<u>Actual</u>	<u>Actual</u>	<u>Actual</u>	<u>Budget</u>	<u>Actual</u>	<u>Budget</u>
RESTAURANT/BAR TAX	319,236	337,291	341,619	380,000	251,388	348,964
PARK USE FEES	3,235	3,580	4,139	2,550	1,770	3,453
ADVERTISING REVENUES	300	900	0	500	0	0
TRANSFERS IN	196,351	209,882	31,013	28,130	0	0
OTHER REVENUES	250	150	0	300	0	100
INTEREST INCOME	8	2	1	10	0	0
Total Revenue:	\$519,380	\$551,805	\$376,772	\$411,490	\$253,158	\$352,517

SALARIES & WAGES	143,318	170,587	165,801	173,570	105,735	144,965
OVERTIME	2,905	5,459	2,185	12,000	4,687	10,454
EMPLOYEE BENEFITS	80,275	73,254	73,017	79,130	60,719	78,594
UNIFORMS	0	0	0	0	144	400
TEMPORARY/PART-TIME EMPLOYEES	0	0	0	0	0	7,000
Total ERE's:	\$226,498	\$249,300	\$241,003	\$264,700	\$171,284	\$241,413

SUBSCRIPTIONS, MEMBERSHIP	32	0	0	150	0	2,800
ADVERTISING	0	0	388	500	0	500
STAFF DEVELOPMENT/TRAINING	265	0	258	500	0	500
OFFICE SUPPLIES & EXPENSE	65	0	0	0	0	0
EQUIPMENT REPAIR & MAINTENANCE	6,329	4,450	6,901	8,000	5,055	8,000
VEHICLE REPAIRS/MAINTENANCE	1,267	714	682	4,500	1,593	4,000
UTILITIES	62,571	68,865	80,071	75,000	51,164	70,000
TELEPHONE	2,990	2,950	3,025	2,400	2,350	3,000
GASOLINE/MILEAGE	9,408	10,424	7,323	9,500	4,576	9,000
CLEANING SUPPLIES	3,267	2,137	2,971	5,000	1,753	5,000
SPECIAL DEPT SUPPLIES	2,756	334	239	500	194	400
MAINTENANCE GROUNDS & FIELD	12,823	16,967	22,091	20,000	10,549	17,000
IRRIGATION	1,599	2,728	2,661	4,500	1,058	4,500
SURFACING MATERIALS	1,070	1,636	651	4,500	861	4,500
EQUIPMENT	4,923	829	924	3,000	480	7,000
SAFETY EQUIPMENT	198	207	126	500	73	1,000
BUILDING LEASE	3,433	8,240	8,240	8,240	5,836	8,240
SPECIAL PERMITS	0	0	0	0	0	1,000
BUILDING REPAIRS/MATERIALS	0	0	0	0	0	1,000
DEBT SERVICE	165,000	175,000	0	0	0	0
INTEREST	14,888	7,875	0	0	0	0
Total Expenditures:	\$519,380	\$552,656	\$377,555	\$411,490	\$256,825	\$388,853

<u>Account Description</u>	<u>FY 2015 Budget</u>	<u>FY 2016 Proposed</u>	
296411 Salary & Wages	\$173,570	\$144,965	144,965
moved Custodian position to Facilities			
296412 Overtime	\$12,000	\$10,454	10,454
296413 Employee Benefits	\$79,130	\$78,594	78,594
296414 Uniform Expense	\$0	\$400	400
Shirts for Staff			
296417 Temporary Employees	\$0	\$7,000	7,000
Seasonal (May thru August) (2)			
296421 Dues/Subscriptions/License	\$150	\$2,800	300
AZ Parks & Rec Assoc - Staff			
Backflow Testing			2,000
Various Licensing - Pesticide use, Chemical use, etc			500
Special Permits	\$500	\$1,000	1,000
U.S. Forest Service - Park Use			
296422 Advertising	\$500	\$500	500
Events, job postings			
296426 Vehicle Repair & Maintenance	\$4,500	\$4,000	4,000
Department vehicles			
296423 Staff Development/Training	\$500	\$500	500
Workshops/Conferences			
296425 Equipment Repair & Maintenance	\$8,000	\$8,000	8,000
Keep various park equipment in good working order			
Building Repairs/Materials	\$0	\$1,000	1,000
PW & PR			

<u>Account Description</u>	<u>FY 2015 Budget</u>	<u>FY 2016 Proposed</u>	
296427 Utilities Electricity, water, sewer, trash	\$75,000	\$70,000	70,000
296428 Telephone Cell phones Building (centralized)	\$2,400	\$3,000	3,000 0
296429 Gasoline for department vehicles	\$9,500	\$9,000	9,000
296435 Building Lease Debt service	\$8,240	\$8,240	8,240
296447 Cleaning Supplies Cleaning products for Parks	\$5,000	\$5,000	5,000
296448 Special Department Supplies Flags	\$500	\$400	400
296465 Safety Equipment PPE	\$500	\$1,000	1,000
296460 Equipment Mower payments Other Equipment	\$3,000	\$7,000	6,000 1,000
Grounds/Field Maintenance Ground & Field Maintenance	\$20,000	\$17,000	17,000
296453 Irrigation Repair & Maintenance of irrigation systems	\$4,500	\$4,500	4,500
296456 Surfacing Materials Replenish infields, top dress turf, materials	\$4,500	\$4,500	4,500
	\$411,990	\$388,853	-5.62%

DEVELOPMENT IMPACT FEE FUND (DIF)

Arizona Revised Statutes (ARS) 9-463.05 regarding development impact fees

Development impact fees are one-time charges paid when building permits are issued to fund infrastructure needed to serve new development

OF INTEREST:

Under new state legislation, Senate Bill 1525, a number of amendments were made to Arizona Revised Statute (ARS) §9-463.05. It was signed by the Governor in April 2011. The effective date of the legislative amendment is January 2012.

EXPENSE HIGHLIGHTS:

- Direct expenditures are included in the potential Capital Plan projects



Fund #30 Development Impact Fees	2011-12	2012-13	2013-14	2014-15	2014-15	2015-16
<u>Account Title</u>	Prior year 3	Prior year 2	Prior year 1	Current year	Current year	Proposed
	<u>Actual</u>	<u>Actual</u>	<u>Actual</u>	<u>Budget</u>	<u>Actual</u>	<u>Budget</u>
LIBRARY IMPACT FEES	710	1,168	2,576	2,300	2,341	2,489
PARK IMPACT FEES	3,944	7,018	17,710	15,900	15,584	16,265
POLICE IMPACT FEES	2,091	4,376	4,239	3,840	4,853	5,620
STREETS IMPACT FEES	4,151	6,990	12,449	11,160	11,190	12,617
GEN GOVT IMPACT FEES	2,206	0	0	0	0	0
UNALLOCATED IMPACT FEE REVENUE	0	0	0	0	2,228	0
INTEREST	3,439	0	678	500	1,042	1,000
Total Revenue:	\$16,541	\$19,552	\$37,652	\$33,700	\$37,238	\$37,991

LIBRARY	0	2,529	0	0	0	0
PARKS	0	0	0	3,000	0	0
POLICE	46,415	19,009	0	0	0	5,000
STREETS	30,721	0	53,727	22,540	(32,977)	132,906
GENERAL GOVT CAPITAL PROJECTS	72,482	3,200	46,415	0	(24,407)	30,000
CONTINGENCY	0	0	0	8,160	0	0
Total Expenditures:	\$149,617	\$24,737	\$100,142	\$33,700	(\$57,383)	\$167,906

<u>Account Description</u>	<u>FY 2015 Budget</u>	<u>FY 2016 Proposed</u>	
Library Impact Fees Potential Capital projects	\$0	\$0	0
Park Impact Fees Potential Capital projects	\$3,000	\$0	0
Police Impact Fees Potential Capital projects	\$0	\$5,000	5,000
Streets Impact Fees Potential Capital projects	\$22,540	\$132,906	132,906
General Government Impact Fees Potential Capital projects	\$0	\$30,000	30,000
Contingency	\$8,160	\$0	0
DIF TOTAL:	\$33,700	\$167,906	

Account Description	FY 2016 Proposed	FUNDING SOURCES										
		General	VLT	HURF	Parks	DIF Lib	DIF Parks	DIF PD	DIF Streets	DIF Gen	Navajo Cnty	Grants
Town Council & Clerk	\$48,000											
Records Mgmt		3,000										
Copier		35,000										
Sound System		10,000										
Community Developmet	\$12,500											
Community Directory Signs		12,500										
Facilities	\$89,000											
Cemetery Fencing & Gate Rehab		10,000										
Town Hall Feasibility Study		35,000								\$30,000		
Employee Manual Revisions		10,000										
HVAC Replacment		9,000										
Town Hall Roof Rehab		25,000										
Library	\$18,000											
Accessibility - ADA		6,000				\$0						\$6,000
Exterior Maintenance		12,000										\$6,000
Police	\$48,695											
Replacement Patrol Vehicles		38,695						\$5,000				
Building Rejuvenation		10,000										
Public Works	\$2,202,378											
Porter Mtn Pedestrian Bridge		1,515,000		\$0					\$40,000			\$1,475,000
Business Parking & Urban Pedestrian Plan		150,000										\$150,000
Forest/Pineview Intersection Upgrade		52,000	\$52,000	\$0								
BR Schools SR260 Sidewalk		40,000	\$0	\$0					\$40,000			
Woodland Rd Pathway - Navajo to Settlers Way		227,626	\$0	\$0					\$32,906			\$194,720
Woodland Rd Pathway - SR260 to Navajo		153,225	\$11,437						\$20,000		\$121,788	
Backhoe		20,722	\$20,722	\$0								
Motorgrader		43,805		\$43,805								
Maintenance	\$417,541											
PW - Forest Lane Pavement Preservation		12,395		\$12,395								
PW - Jackson Lane Overaly		160,000	\$160,000	\$0								
PW - Woodland Hills Pavement Preservation		90,296	\$74,816	\$15,480								
PW - Moonridge Area Pavement Preservation		99,850		\$99,850								
PKS - Mt Meadow Road, Trails & Parking Lot		20,000	\$20,000									
PKS - Parks Road Reconstruction & Sealcoat		35,000	\$35,000									
CAPITAL TOTAL:	\$2,836,114	\$224,195	\$318,975	\$171,530	\$0	\$0	\$0	\$5,000	\$132,906	\$30,000	\$121,788	\$1,831,720
ESTIMATED FUND BALANCES AT YEAR END:		\$392,052	\$743,658	\$171,530	\$0	\$9,150	\$94,800	\$9,090	\$142,000	\$30,280		

Town of Pinetop-Lakeside, AZ

Capital Improvement Plan

'14/'15 thru '18/'19

PROJECTS BY DEPARTMENT

Department	Project#	Priority	'14/'15	'15/'16	'16/'17	'17/'18	'18/'19	Total
Cemetery								
New Cemetery Acquisition & Development	CY 2011-01	1			250,000			250,000
Cemetery Fencing & Gate Rehab	CY 2015-01	1		10,000				10,000
Cemetery Total				10,000	250,000			260,000
Community Development								
Department Vehicle	CD 2014-01	3				30,000		30,000
Community Directory Signs	CD 2014-02	3		12,500	12,500			25,000
Community Development Total				12,500	12,500	30,000		55,000
Facilities								
Town Hall Feasibility Study	2015-140	1		35,000				35,000
Sanitary District Feasibility Study	2015-141	1				40,000	40,000	80,000
Employee Manual Revision/Update	2015-142	1	10,000	10,000				20,000
HVAC Replacement	2015-143	1		9,000	9,000	9,000	9,000	36,000
Town Hall Roof Rehab	PW 2012-01	1		25,000	25,000			50,000
Facilities Total			10,000	79,000	34,000	49,000	49,000	221,000
Library								
Improve Accessibility-ADA Compliance	2015-130	1		6,000				6,000
Exterior Maintenance	2015-131	1		12,000				12,000
Parking Lot Improvements	2015-132	4				25,000		25,000
Public-Access Computer Replacement	2015-133	3				10,000		10,000
Library Addition	INF 2013-06	5			302,000	302,000		604,000
Replace Carpeting	LL 2008-04	3			20,000			20,000
Library Total				18,000	322,000	337,000		677,000
Maintenance								
[PW] Street Surface Upgrade - Hill @ Rim Road	2015-125	3		20,000				20,000
[PW] Forest Lane Pavement Preservation	2015-127	3		12,395				12,395
[PW] Pathway Preservation - Townwide	2015-128	3			80,000			80,000
[PW] Summer Haven Lane Overlay	INF 2012-01	4			295,000			295,000
[PW] Jackson Lane Overlay	INF 2013-05	4		160,000				160,000
[PW] Sequoia/Antler/Piñon Overlay	INF 2014-03	4				310,000		310,000
[PW] Woodland Hills Pavement Preservation	INF 2016-01	2		90,296				90,296
[PW] Moonridge Area Pavement Preservation	INF 2016-02	2		99,850				99,850
[PKS] Mt Meadow Road, Trails, & Parking Lot Rehab	MM 2012-05	3		20,000	20,000			40,000
[PKS] Park Road Reconstruction & Sealcoat	WLP 2008-02	2		35,000				35,000
[PKS] Trail Seal Coat and Repair	WLP 2008-03	1				30,000	70,000	100,000
Maintenance Total				437,541	395,000	340,000	70,000	1,242,541
Parks - Mountain Meadow Park								

Department	Project#	Priority	'14/'15	'15/'16	'16/'17	'17/'18	'18/'19	Total
Dog Park	2015-103	5			90,000			90,000
Skateboard Park	INF 2008-04	3			250,000			250,000
Spare Well & Irrigation Pumps	MM 2009-01	3			25,000			25,000
Turf Maintenance Equipment	MM 2009-03	3			18,000			18,000
Ramadas	MM 2010-03	3			25,000			25,000
Fitness Stations	MM 2010-04	3				4,500	4,500	9,000
Scoreboards	MM 2011-02	3				12,000		12,000
Bleachers - Moveable	MM 2011-03	3				7,500	7,500	15,000
Water Playground - Splash Pad	MM 2012-01	3					100,000	100,000
High School Size Ball Field Development	MM 2015-01	1			175,000	150,000	150,000	475,000
Community Building Design - Mountain Meadow	MM 2015-04	3					10,000	10,000
Parks - Mountain Meadow Park Total					583,000	174,000	272,000	1,029,000
Parks - Woodland Lake Park								
Tennis/Pickleball Courts	2015-104	3	150,000	100,000				250,000
Ballfield Fence Replacement	WLP 2008-01	2			8,000			8,000
Tractor	WLP 2009-05	2			30,000			30,000
Pickup Truck	WLP 2010-03	3				30,000		30,000
Pedestrian Level Lighting	WLP 2015-03	2					10,000	10,000
Parks - Woodland Lake Park Total			150,000	100,000	38,000	30,000	10,000	328,000
Police								
Replacment Patrol Vehicles	2015-110	1		38,695	38,695	38,695		116,085
Building Rejuvenation	2015-111	1	10,000	10,000				20,000
E-Ticketing	PD 2014-01	3			25,000			25,000
Backup Electrical Generator	PD 2014-02	3			38,000			38,000
Traffic Safety Equipment	PD 2014-04	2	14,295			3,700		17,995
Police Total			24,295	48,695	101,695	42,395		217,080
Public Works								
Topographic Mapping	2015-120	1	40,000	85,000				125,000
Stormwater Drainage Master Plan	2015-121	1		10,000	75,000			85,000
Porter Mountain Pedestrian Bridge (Local Match)	2015-122	2		40,000	49,157			89,157
Business Parking & Urban Pedestrian Plan	2015-123	2	100,000	150,000				250,000
Right-of-Way Mapping	2015-124	1		60,000	60,000			120,000
Forest/Pineview Intersection Upgrades	2015-126	3		52,000				52,000
Johnson Drive Improvements (NavCO CDBG)	2015-134	3			20,000	80,000		100,000
Eagle Loop Reconstruction	INF 2013-02	4					400,000	400,000
Pine Spruce Reconstruction	INF 2014-02	4					200,000	200,000
Pine Fir Overlay	INF 2014-04	4				250,000		250,000
BR Schools SR260 Sidewalk	INF 2014-08	2	0	40,000				40,000
Woodland Rd Pathway Navajo to Settlers Way	INF 2015-03	1	4,387	227,626		656,960		888,973
Meadow Lane Bridge over Billy Creek (Bridge Rehab)	INF 2015-04	1	50,000					50,000
Juniper Improvement District	INF 2015-05	3		40,000				40,000
Woodland Lake Rd Pathway - SR260 to WLP	INF 2015-06	4					180,000	180,000
Woodland Road Pathway - SR 260 to Navajo	INF 201901	1	31,437	153,225				184,662
Back Hoe	ST 2009-10	1	3,454	20,722	20,722	61,028		105,926
Snow Plow (V-Plow) - LIGHT DUTY	ST 2015-03	3				10,000		10,000
Motor Grader	ST 2016-01	1	7,301	43,805	43,805	156,744		251,655
Public Works Total			236,579	922,378	268,684	1,214,732	780,000	3,422,373
Town Clerk								
Records Management MicroFilming	2015-102	3		3,000	3,000			6,000

Department	Project#	Priority	'14/'15	'15/'16	'16/'17	'17/'18	'18/'19	Total
Administration Pool Vehicle	<i>TC 2011-01</i>	3					25,000	<i>25,000</i>
New Copier	<i>TC 2014-01</i>	1		35,000				<i>35,000</i>
Town Clerk Total				38,000	3,000		25,000	<i>66,000</i>
Town Council								
Electronic Agenda	<i>2015-101</i>	3			25,000	15,000		<i>40,000</i>
Sound System	<i>ADM 2015-01</i>	1		10,000				<i>10,000</i>
Town Council Total				10,000	25,000	15,000		<i>50,000</i>
GRAND TOTAL			420,874	1,676,114	2,032,879	2,232,127	1,206,000	<i>7,567,994</i>

Capital Improvement Plan
Town of Pinetop-Lakeside, AZ

'14/'15 thru '18/'19

Department Cemetery
Contact Public Works Director
Type Land
Useful Life
Category Land
Priority 1 Urgent
Status Active

Project # CY 2011-01
Project Name New Cemetery Acquisition & Development

GL#
IIP

Total Project Cost: \$250,000

Description
 Current Lakeside Cemetery will fill, additional cemetery space will be needed.

Justification

Expenditures	'14/'15	'15/'16	'16/'17	'17/'18	'18/'19	Total
Land Acquisition			250,000			250,000
Total			250,000			250,000

Funding Sources	'14/'15	'15/'16	'16/'17	'17/'18	'18/'19	Total
GENERAL FUND			250,000			250,000
Total			250,000			250,000

Budget Impact/Other

Capital Improvement Plan
Town of Pinetop-Lakeside, AZ

'14/'15 thru '18/'19

Department Cemetery
Contact
Type Improvement
Useful Life 20 years
Category Unassigned
Priority 1 Urgent
Status Active

Project # CY 2015-01
Project Name Cemetery Fencing & Gate Rehab

GL#
IIP

Total Project Cost: \$10,000

Description

Justification

Expenditures	'14/'15	'15/'16	'16/'17	'17/'18	'18/'19	Total
Construction/Maintenance		10,000				10,000
Total		10,000				10,000

Funding Sources	'14/'15	'15/'16	'16/'17	'17/'18	'18/'19	Total
GENERAL FUND		10,000				10,000
Total		10,000				10,000

Budget Impact/Other

Capital Improvement Plan
Town of Pinetop-Lakeside, AZ

'14/'15 thru '18/'19

Department Community Development
Contact Community Development Dire
Type Vehicles
Useful Life 5 years
Category Vehicles
Priority 3 Important
Status Active

Project # CD 2014-01
Project Name Department Vehicle

GL#
IIP

Total Project Cost: \$30,000

Description
 Community Development Vehicle

Justification
 Existing vehicle is a 2001 Chevy Silverado with 94,000 miles. Replacement would be a smaller more fuel efficient work truck. This will allow the department to keep a reliable vehicle available at all times.

Expenditures	'14/'15	'15/'16	'16/'17	'17/'18	'18/'19	Total
Equip/Vehicles/Furnishings				30,000		30,000
Total				30,000		30,000

Funding Sources	'14/'15	'15/'16	'16/'17	'17/'18	'18/'19	Total
GENERAL FUND				30,000		30,000
Total				30,000		30,000

Budget Impact/Other

Capital Improvement Plan
Town of Pinetop-Lakeside, AZ

'14/'15 thru '18/'19

Department Community Development
Contact Community Development Dire
Type Improvement
Useful Life
Category Improvements
Priority 3 Important
Status Active

Project # CD 2014-02
Project Name Community Directory Signs

GL#
IIP

Total Project Cost: \$25,000

Description
 Erect additional directory signs at strategic locations in the Town. Approximately three new signs are proposed. This project may also include modifying existing directory signs to remove panels and add new panels to allow for business names.

Justification
 The Town Council recently adopted text amendments to the sign regulations. The Town has made a substantial investment in new signs. This is a continuation of the community sign project that started with new district, directory and entrance signs. This is a community enhancement project.

Expenditures	'14/'15	'15/'16	'16/'17	'17/'18	'18/'19	Total
Construction/Maintenance		12,500	12,500			25,000
Total		12,500	12,500			25,000
Funding Sources	'14/'15	'15/'16	'16/'17	'17/'18	'18/'19	Total
GENERAL FUND		12,500	12,500			25,000
Total		12,500	12,500			25,000

Budget Impact/Other

Capital Improvement Plan
Town of Pinetop-Lakeside, AZ

'14/'15 thru '18/'19

Department Facilities
Contact Community Development Dire
Type Documents
Useful Life 3 Years
Category Feasibility Study
Priority 1 Urgent
Status Active

Project # 2015-140
Project Name Town Hall Feasibility Study

GL#
 IIP

Total Project Cost: \$35,000

Description
 Study to determine the needs of Town Hall and Staff. Determine if current building is suitable for remodel, with utility useage and maintenance. Or does the Town look at other options such as building new or lease options.

Justification
 Current building is in need of major repairs including a new roof, furnace and HVAC replacements. Other factors may be health, safety and welfare issues due to age of building and current conditon. Broken windows, leaks in roof, rotting walls and framing, mold and asbestos are examples of concerns.

Expenditures	'14/'15	'15/'16	'16/'17	'17/'18	'18/'19	Total
Planning/Design		35,000				35,000
Total		35,000				35,000
Funding Sources	'14/'15	'15/'16	'16/'17	'17/'18	'18/'19	Total
GENERAL FUND		5,000				5,000
Impact Fees - Gen Gov't		30,000				30,000
Total		35,000				35,000

Budget Impact/Other
 May be need to Bond to be able to pay for this project.

Capital Improvement Plan

'14/'15 thru '18/'19

Department Facilities
Contact Community Development Dire
Type Documents
Useful Life 3 Years
Category Feasibility Study
Priority 1 Urgent
Status Active

Town of Pinetop-Lakeside, AZ

Project # 2015-141
Project Name Sanitary District Feasibility Study

GL#
IIP

Total Project Cost: \$80,000

Description
 Study to determine the need of the Town taking over the Sewer operations and maintenance of the Town.

Justification

Expenditures	'14/'15	'15/'16	'16/'17	'17/'18	'18/'19	Total
Planning/Design				40,000	40,000	80,000
Total				40,000	40,000	80,000

Funding Sources	'14/'15	'15/'16	'16/'17	'17/'18	'18/'19	Total
GENERAL FUND				40,000	40,000	80,000
Total				40,000	40,000	80,000

Budget Impact/Other
 May be need to Bond to be able to pay for this project.

Capital Improvement Plan
Town of Pinetop-Lakeside, AZ

'14/'15 thru '18/'19

Department Facilities
Contact Town Manager
Type Documents
Useful Life 3 Years
Category Feasibility Study
Priority 1 Urgent
Status Active

Project # 2015-142
Project Name Employee Manual Revision/Update

GL#
IIP

Total Project Cost: \$20,000

Description
 Hiring of an outside consultant to review and make recommendations to policy, procedures and Town code relating to the Employee Manual.

Justification
 The manual is outdated and contradictory. Does not match up to current federal, state and local laws. Policies that directly affect the employee's rights and responsibilities need to be updated and added.

Expenditures	'14/'15	'15/'16	'16/'17	'17/'18	'18/'19	Total
Planning/Design	10,000	10,000				20,000
Total	10,000	10,000				20,000
Funding Sources	'14/'15	'15/'16	'16/'17	'17/'18	'18/'19	Total
GENERAL FUND	10,000	10,000				20,000
Total	10,000	10,000				20,000

Budget Impact/Other
 Could create unknown liabilities for the Town.

Capital Improvement Plan
Town of Pinetop-Lakeside, AZ

'14/'15 thru '18/'19

Department Facilities
Contact Community Development Dire
Type Documents
Useful Life 3 Years
Category Equipment: Other
Priority 1 Urgent
Status Active

Project # 2015-143
Project Name HVAC Replacement

GL#
IIP

Total Project Cost: \$45,000

Description
 Units are aging are in need of replacement.

Justification
 Units are requiring more maintenance and to maintain them is becoming more costly. Due to age of units, parts are becoming an issue as well.

Expenditures	'14/'15	'15/'16	'16/'17	'17/'18	'18/'19	Total	Future
Equip/Vehicles/Furnishings		9,000	9,000	9,000	9,000	36,000	9,000
Total		9,000	9,000	9,000	9,000	36,000	Total
Funding Sources	'14/'15	'15/'16	'16/'17	'17/'18	'18/'19	Total	Future
GENERAL FUND		9,000	9,000	9,000	9,000	36,000	9,000
Total		9,000	9,000	9,000	9,000	36,000	Total

Budget Impact/Other
 Sections of Town Hall could be without heating and cooling.

Capital Improvement Plan
Town of Pinetop-Lakeside, AZ

'14/'15 thru '18/'19

Department Facilities
Contact Public Works Director
Type Equipment
Useful Life 15 years
Category Equipment: Other
Priority 1 Urgent
Status Active

Project # PW 2012-01
Project Name Town Hall Roof Rehab

GL#
IIP

Total Project Cost: \$50,000

Description

Justification

Expenditures	'14/'15	'15/'16	'16/'17	'17/'18	'18/'19	Total
Construction/Maintenance		25,000	25,000			50,000
Total		25,000	25,000			50,000
Funding Sources	'14/'15	'15/'16	'16/'17	'17/'18	'18/'19	Total
GENERAL FUND		25,000	25,000			50,000
Total		25,000	25,000			50,000

Budget Impact/Other

Capital Improvement Plan
Town of Pinetop-Lakeside, AZ

'14/'15 thru '18/'19

Department Library
Contact Library Director
Type Improvement
Useful Life 10 years
Category Improvements
Priority 1 Urgent
Status Active

Project # 2015-130
Project Name Improve Accessibility-ADA Compliance

GL#
IIP

Total Project Cost: \$6,000

Description
 Purchase and installation of ADA compliant automatic door openers/closers for the library's front entrance.

Justification
 This project will greatly improve the accessibility of the Library (per Strategic Goal D) by allowing patrons in wheelchairs, with strollers, or who would otherwise have difficulty opening our front doors to enter and exit freely.

Expenditures	'14/'15	'15/'16	'16/'17	'17/'18	'18/'19	Total
Construction/Maintenance		6,000				6,000
Total		6,000				6,000
Funding Sources	'14/'15	'15/'16	'16/'17	'17/'18	'18/'19	Total
GRANTS - Library LTSA		3,000				3,000
Impact Fees - Library (Bal \$5,874)		3,000				3,000
Total		6,000				6,000

Budget Impact/Other

Capital Improvement Plan
Town of Pinetop-Lakeside, AZ

'14/'15 thru '18/'19

Department Library
Contact Library Director
Type Improvement
Useful Life 10 years
Category Improvements
Priority 1 Urgent
Status Active

Project # 2015-131
Project Name Exterior Maintenance

GL#
IIP

Total Project Cost: \$12,000

Description
 Repair and staining/sealing of wooden siding on the exterior of the library building; re-paint the library exterior.

Justification
 Our wooden siding is old, dry, and quickly approaching the point where it will need replacement, not repair. Re-staining and sealing it will protect it from the elements, as well as maintaining (or improving) the general appearance of the Library facility; re-painting the entire exterior will add additional improvements.

Expenditures	'14/'15	'15/'16	'16/'17	'17/'18	'18/'19	Total
Construction/Maintenance		12,000				12,000
Total		12,000				12,000
Funding Sources	'14/'15	'15/'16	'16/'17	'17/'18	'18/'19	Total
GENERAL FUND		6,000				6,000
GRANTS - AZ Library SGIA		6,000				6,000
Total		12,000				12,000

Budget Impact/Other

Capital Improvement Plan
Town of Pinetop-Lakeside, AZ

'14/'15 thru '18/'19

Department Library
Contact Library Director
Type Improvement
Useful Life 10 years
Category Improvements
Priority 4 Less Important
Status Active

Project # 2015-132
Project Name Parking Lot Improvements

GL#
IIP

Total Project Cost: \$25,000

Description
 Reduce front parking lot slope; relocate handicap accessible parking spaces to the front of the building.

Justification
 The slope of our front parking lot is steep enough that front wheel drive vehicles cannot exit safely if there is ice. Likewise, the slope of the sidewalk leading down into the Library is hazardous in winter. Reduction in the slope would reduce liability, and transferring the handicap-accessible spaces from the from the back to the front (currently impossible because of the slope) would improve accessibility.

Expenditures	'14/'15	'15/'16	'16/'17	'17/'18	'18/'19	Total
Construction/Maintenance				25,000		25,000
Total				25,000		25,000

Funding Sources	'14/'15	'15/'16	'16/'17	'17/'18	'18/'19	Total
GENERAL FUND				10,000		10,000
GRANTS - AZ Library SGIA				12,500		12,500
Impact Fees - Library (Bal \$5,874)				2,500		2,500
Total				25,000		25,000

Budget Impact/Other

Capital Improvement Plan
Town of Pinetop-Lakeside, AZ

'14/'15 thru '18/'19

Department Library
Contact Library Director
Type Equipment
Useful Life 5 years
Category Equipment: Computers
Priority 3 Important
Status Active

Project # 2015-133
Project Name Public-Access Computer Replacement

GL#
IIP

Total Project Cost: \$10,000

Description
 Replace aging public-access computer equipment.

Justification
 On average, each of our 15 public-access PC's and laptops is used by 7 patrons per day, every day the Library is open; many residents and visitor depend on the Library as their only means of access to the internet (for job searching, filing tax returns, keeping in contact with friends and family, etc). Replacement of aging machines will allow us to continue providing this service to the community.

Expenditures	'14/'15	'15/'16	'16/'17	'17/'18	'18/'19	Total
Equip/Vehicles/Furnishings				10,000		10,000
Total				10,000		10,000

Funding Sources	'14/'15	'15/'16	'16/'17	'17/'18	'18/'19	Total
GENERAL FUND				10,000		10,000
Total				10,000		10,000

Budget Impact/Other

Capital Improvement Plan
Town of Pinetop-Lakeside, AZ

'14/'15 thru '18/'19

Department Library
Contact Library Director
Type Improvement
Useful Life 25 years
Category Buildings
Priority 5 Future Consideration
Status Active

Project # INF 2013-06
Project Name Library Addition

GL#
IIP

Total Project Cost: \$604,000

Description
 Build a 3600 sq ft turn-key addition onto the northwest side of the existing building.

Justification
 The library's most recent expansion was in 2000. The library has not added any public use computers since 2003 although the population increase has warranted it. The library currently has no study or tutoring areas, no archives room, no computer lab, and the meeting room doubles as the children's librarian's office.
 Primary purpose is to add more public access computers. The space will also be used for tutoring, literacy classes, and computer classes.
 The addition will allow reconfiguration of designated areas (computers, young adults, children).
 The library does not have a designated study or tutoring area. The existing meeting room is used pretty heavily during library hours and is also the Children's Librarian office.

Expenditures	'14/'15	'15/'16	'16/'17	'17/'18	'18/'19	Total
Construction/Maintenance			302,000	302,000		604,000
Total			302,000	302,000		604,000

Funding Sources	'14/'15	'15/'16	'16/'17	'17/'18	'18/'19	Total
GENERAL FUND			252,000	252,000		504,000
GRANTS - Library LTSA			50,000	50,000		100,000
Total			302,000	302,000		604,000

Budget Impact/Other

Capital Improvement Plan
Town of Pinetop-Lakeside, AZ

'14/'15 thru '18/'19

Department Library
Contact Library Director
Type Improvement
Useful Life 10 years
Category Improvements
Priority 3 Important
Status Active

Project # LL 2008-04
Project Name Replace Carpeting

GL#
IIP

Total Project Cost: \$20,000

Description
 Replace Library carpet

Justification
 The Library's carpeting is old, faded, and worn, and is beginning to unravel in places, creating a potential hazard to staff and patrons. Replacing it would reduce potential liability, and greatly improve the appearance of the Library's interior. Improves the appearance of the library.

Expenditures	'14/'15	'15/'16	'16/'17	'17/'18	'18/'19	Total
Equip/Vehicles/Furnishings			20,000			20,000
Total			20,000			20,000

Funding Sources	'14/'15	'15/'16	'16/'17	'17/'18	'18/'19	Total
GENERAL FUND			10,000			10,000
GRANTS - AZ Library SGIA			10,000			10,000
Total			20,000			20,000

Budget Impact/Other
 Listed cost is for carpet only. Will involve closure of the library to remove material, dismantle shelving and re-assemble after carpet is installed.
 SMP Goal #3 "Improve existing municipal facilities"
 Partially paid by State SGIA grant.

Capital Improvement Plan
Town of Pinetop-Lakeside, AZ

'14/'15 thru '18/'19

Department Maintenance
Contact Public Works Director
Type Improvement
Useful Life 10 years
Category Maintenance
Priority 3 Important
Status Active

Project # 2015-125
Project Name [PW] Street Surface Upgrade - Hill @ Rim Road

GL#
IIP

Total Project Cost: \$20,000

Description
 Pave street surface on Rim Road on Hill segment east of Woodland Hills Road

Justification
 The grade on Rim Road is steep and experiences roughness on the gravel surface.

Expenditures	'14/'15	'15/'16	'16/'17	'17/'18	'18/'19	Total
Construction/Maintenance		20,000				20,000
Total		20,000				20,000
Funding Sources	'14/'15	'15/'16	'16/'17	'17/'18	'18/'19	Total
HURF Funds		20,000				20,000
Total		20,000				20,000

Budget Impact/Other
 Upgrade street infrastructure

Capital Improvement Plan
Town of Pinetop-Lakeside, AZ

'14/'15 thru '18/'19

Department Maintenance
Contact Public Works Director
Type Improvement
Useful Life 10 years
Category Maintenance
Priority 3 Important
Status Active

Project # 2015-127
Project Name [PW] Forest Lane Pavement Preservation

GL#
IIP

Total Project Cost: \$12,395

Description
 Slurry seal Forest Lane

Justification
 Remove centerline striping
 Preserve existing adequate street

Expenditures	'14/'15	'15/'16	'16/'17	'17/'18	'18/'19	Total
Construction/Maintenance		12,395				12,395
Total		12,395				12,395
Funding Sources	'14/'15	'15/'16	'16/'17	'17/'18	'18/'19	Total
HURF Funds		12,395				12,395
Total		12,395				12,395

Budget Impact/Other
 Upgrade street infrastructure

Capital Improvement Plan
Town of Pinetop-Lakeside, AZ

'14/'15 thru '18/'19

Department Maintenance
Contact Public Works Director
Type Improvement
Useful Life 10 years
Category Maintenance
Priority 3 Important
Status Active

Project # 2015-128
Project Name [PW] Pathway Preservation - Townwide

GL#
IIP

Total Project Cost: \$80,000

Description
 Slurry seal all pathways of SR260, Porter Mt Rd, Hart Lake Rd.

Justification
 Preserve existing adequate pathways

Expenditures	'14/'15	'15/'16	'16/'17	'17/'18	'18/'19	Total
Construction/Maintenance			80,000			80,000
Total			80,000			80,000

Funding Sources	'14/'15	'15/'16	'16/'17	'17/'18	'18/'19	Total
HURF Funds			80,000			80,000
Total			80,000			80,000

Budget Impact/Other
 Upgrade pathway infrastructure

Capital Improvement Plan
Town of Pinetop-Lakeside, AZ

'14/'15 thru '18/'19

Department Maintenance
Contact Public Works Director
Type Maintenance
Useful Life 15 years
Category Maintenance
Priority 4 Less Important
Status Active

Project # INF 2012-01
Project Name [PW] Summer Haven Lane Overlay

GL#
IIP

Total Project Cost: \$295,000

Description
 Overlay existing street surface with new asphaltic concrete

Justification
 Badly deteriorated
 Street surface is deteriorated

Expenditures	'14/'15	'15/'16	'16/'17	'17/'18	'18/'19	Total
Construction/Maintenance			295,000			295,000
Total			295,000			295,000

Funding Sources	'14/'15	'15/'16	'16/'17	'17/'18	'18/'19	Total
HURF Funds			295,000			295,000
Total			295,000			295,000

Budget Impact/Other
 Improve Streets

Capital Improvement Plan
Town of Pinetop-Lakeside, AZ

'14/'15 thru '18/'19

Department Maintenance
Contact Public Works Director
Type Improvement
Useful Life 15 years
Category Maintenance
Priority 4 Less Important
Status Active

Project # INF 2013-05
Project Name [PW] Jackson Lane Overlay

GL#
IIP

Total Project Cost: \$160,000

Description
 Overlay existing street surface with asphalt concrete.
 Construct drainage outfall from sump to SR260 catch basin.

Justification
 Higher use area including regular access to Town Hall and Lakeside Post Office. Also planned during previous sidewalk addition.

Expenditures	'14/'15	'15/'16	'16/'17	'17/'18	'18/'19	Total
Construction/Maintenance		160,000				160,000
Total		160,000				160,000
Funding Sources	'14/'15	'15/'16	'16/'17	'17/'18	'18/'19	Total
HURF Funds		160,000				160,000
Total		160,000				160,000

Budget Impact/Other
 Improving streets

Capital Improvement Plan
Town of Pinetop-Lakeside, AZ

'14/'15 thru '18/'19

Department Maintenance
Contact Public Works Director
Type Improvement
Useful Life 15 years
Category Maintenance
Priority 4 Less Important
Status Active

Project # INF 2014-03
Project Name [PW] Sequoia/Antler/Piñon Overlay

GL#
IIP

Total Project Cost: \$310,000

Description
 Rehab this road
 Overlay existing street surface with new asphaltic concrete

Justification
 Badly deteriorated
 Street surface is deteriorated

Expenditures	'14/'15	'15/'16	'16/'17	'17/'18	'18/'19	Total
Construction/Maintenance				310,000		310,000
Total				310,000		310,000

Funding Sources	'14/'15	'15/'16	'16/'17	'17/'18	'18/'19	Total
HURF Funds				310,000		310,000
Total				310,000		310,000

Budget Impact/Other
 Improve Streets

Capital Improvement Plan
Town of Pinetop-Lakeside, AZ

'14/'15 thru '18/'19

Department Maintenance
Contact Public Works Director
Type Improvement
Useful Life 10 years
Category Maintenance
Priority 2 Very Important
Status Active

Project # INF 2016-01
Project Name [PW] Woodland Hills Pavement Preservation

GL#
IIP

Total Project Cost: \$90,296

Description
 Slurry seal of subdivision streets

Justification
 Preservation of existing adequate streets

Expenditures	'14/'15	'15/'16	'16/'17	'17/'18	'18/'19	Total
Construction/Maintenance		90,296				90,296
Total		90,296				90,296
Funding Sources	'14/'15	'15/'16	'16/'17	'17/'18	'18/'19	Total
HURF Funds		90,296				90,296
Total		90,296				90,296

Budget Impact/Other
 Upgrade street infrastructure

Capital Improvement Plan
Town of Pinetop-Lakeside, AZ

'14/'15 thru '18/'19

Department Maintenance
Contact Public Works Director
Type Improvement
Useful Life 10 years
Category Maintenance
Priority 2 Very Important
Status Active

Project # INF 2016-02
Project Name [PW] Moonridge Area Pavement Preservation

GL#
IIP

Total Project Cost: \$99,850

Description
 Slurry seal of streets accessess by Moonridge Dr,

Justification
 Preservation of existing adequate street

Expenditures	'14/'15	'15/'16	'16/'17	'17/'18	'18/'19	Total
Construction/Maintenance		99,850				99,850
Total		99,850				99,850
Funding Sources	'14/'15	'15/'16	'16/'17	'17/'18	'18/'19	Total
HURF Funds		99,850				99,850
Total		99,850				99,850

Budget Impact/Other
 Upgrade street infrastructure

Capital Improvement Plan
Town of Pinetop-Lakeside, AZ

'14/'15 thru '18/'19

Department Maintenance
Contact Park Director
Type Improvement
Useful Life 10 years
Category Maintenance
Priority 3 Important
Status Active

Project # MM 2012-05
Project Name [PKS] Mt Meadow Road, Trails, & Parking Lot Rehab

GL#
IIP

Total Project Cost: \$40,000

Description
 Repair, crack seal and seal coat on all asphalt areas of Mt. Meadow Park

Justification
 Existing asphalt has not had this required service since it was built. This type of maintenance should occur every 3 to 5 years. Existing surfaces are starting to fail and require maintenance to remain safe and usable.

Expenditures	'14/'15	'15/'16	'16/'17	'17/'18	'18/'19	Total
Construction/Maintenance		20,000	20,000			40,000
Total		20,000	20,000			40,000
Funding Sources	'14/'15	'15/'16	'16/'17	'17/'18	'18/'19	Total
GENERAL FUND			20,000			20,000
Restaurant/Bar Tax (Sunsets 2016)		20,000				20,000
Total		20,000	20,000			40,000

Budget Impact/Other
 .

Capital Improvement Plan
Town of Pinetop-Lakeside, AZ

'14/'15 thru '18/'19

Department Maintenance
Contact Park Director
Type Maintenance
Useful Life 5 years
Category Maintenance
Priority 2 Very Important
Status Active

Project # WLP 2008-02
Project Name [PKS] Park Road Reconstruction & Sealcoat

GL#
IIP

Total Project Cost: \$35,000

Description
 Road rehab, crack sealing and slurry seal road on South side (Ballfield)

Justification
 Rehab of South side of Road. Needs crack sealing and slurry seal. Road in poor condition. Repair of these roads is critical. Asphalt roads should be rehabilitated every 3 to 5 years to maintain good surfaces. Last rehab on park roads occurred in 2003.

Expenditures	'14/'15	'15/'16	'16/'17	'17/'18	'18/'19	Total
Construction/Maintenance		35,000				35,000
Total		35,000				35,000
Funding Sources	'14/'15	'15/'16	'16/'17	'17/'18	'18/'19	Total
Restaurant/Bar Tax (Sunsets 2016)		35,000				35,000
Total		35,000				35,000

Budget Impact/Other

Capital Improvement Plan
Town of Pinetop-Lakeside, AZ

'14/'15 thru '18/'19

Department Maintenance
Contact Park Director
Type Improvement
Useful Life 15 years
Category Maintenance
Priority 1 Urgent
Status Active

Project # WLP 2008-03
Project Name [PKS] Trail Seal Coat and Repair

GL#
IIP

Total Project Cost: \$100,000

Description
 Rehab of one mile asphalt Trail around Woodland Lake

Justification
 Trail handles approximately 200 walkers a day during six months of the year. Most popular trail for short walks.

Expenditures	'14/'15	'15/'16	'16/'17	'17/'18	'18/'19	Total
Construction/Maintenance				30,000	70,000	100,000
Total				30,000	70,000	100,000

Funding Sources	'14/'15	'15/'16	'16/'17	'17/'18	'18/'19	Total
GENERAL FUND				30,000	70,000	100,000
Total				30,000	70,000	100,000

Budget Impact/Other

Capital Improvement Plan
Town of Pinetop-Lakeside, AZ

'14/'15 thru '18/'19

Department Parks - Mountain Meadow Par

Contact Park Director

Type Land

Useful Life

Category Park Improvements

Priority 5 Future Consideration

Status Active

Total Project Cost: \$90,000

Project # 2015-103
Project Name Dog Park

GL#

IIP

Description
 Developed to national standards. Public/Private partnership.

Justification
 Popular amenity in most communities. Many requests by community members. (will require Staff maintenance)

Expenditures	'14/'15	'15/'16	'16/'17	'17/'18	'18/'19	Total
Construction/Maintenance			90,000			90,000
Total			90,000			90,000

Funding Sources	'14/'15	'15/'16	'16/'17	'17/'18	'18/'19	Total
Donors/Private			90,000			90,000
Total			90,000			90,000

Budget Impact/Other
 Will require Staff time for maintenance and operation.

Capital Improvement Plan
Town of Pinetop-Lakeside, AZ

'14/'15 thru '18/'19

Department Parks - Mountain Meadow Par

Contact Park Director

Type Improvement

Useful Life 20 years

Category Park Improvements

Priority 3 Important

Status Active

Total Project Cost: \$250,000

Project # INF 2008-04
Project Name Skateboard Park

GL#

IIP

Description

Justification

Expenditures	'14/'15	'15/'16	'16/'17	'17/'18	'18/'19	Total
Construction/Maintenance			250,000			250,000
Total			250,000			250,000

Funding Sources	'14/'15	'15/'16	'16/'17	'17/'18	'18/'19	Total
GRANTS - Unspecified			10,000			10,000
Impact Fees - Parks (Bal \$72,648)			10,000			10,000
Restaurant/Bar Tax (Sunsets 2016)			230,000			230,000
Total			250,000			250,000

Budget Impact/Other

Capital Improvement Plan
Town of Pinetop-Lakeside, AZ

'14/'15 thru '18/'19

Department Parks - Mountain Meadow Par
Contact Park Director
Type Equipment
Useful Life 10 years
Category Park Equipment
Priority 3 Important
Status Active

Project # MM 2009-01
Project Name Spare Well & Irrigation Pumps

GL#
IIP

Total Project Cost: \$50,000

Description
 Well pumps for irrigation system at Mountain Meadow Park. Pumps to have on hand as replacements, spare parts.

Justification
 Replace existing pump in case of failure. Quicker replacement would limit impact of down time to irrigation system. Replacement pumps may take awhile to ship. Turf may be lost due to no irrigation. One is a Well pump and the other is Well delivery pump, located in the the maintenance building.

Expenditures	'14/'15	'15/'16	'16/'17	'17/'18	'18/'19	Total	Future
Equip/Vehicles/Furnishings			25,000			25,000	25,000
Total			25,000			25,000	Total

Funding Sources	'14/'15	'15/'16	'16/'17	'17/'18	'18/'19	Total	Future
Restaurant/Bar Tax (Sunsets 2016)			25,000			25,000	25,000
Total			25,000			25,000	Total

Budget Impact/Other

Capital Improvement Plan
Town of Pinetop-Lakeside, AZ

'14/'15 thru '18/'19

Department Parks - Mountain Meadow Par
Contact Park Director
Type Equipment
Useful Life 10 years
Category Park Equipment
Priority 3 Important
Status Active

Project # MM 2009-03
Project Name Turf Maintenance Equipment

GL#
IIP

Total Project Cost: \$18,000

Description
 Sweeper for Turf maintenance needs. Replace worn out grass sweeper, which is used at both parks.

Justification
 Existing equipment (used at both parks) is over 20 years old, and we are constantly repairing it. It has become difficult to find parts for our sweeper. This equipment helps our turf by removing thatch and dead grass which builds up on the surface.

Expenditures	'14/'15	'15/'16	'16/'17	'17/'18	'18/'19	Total
Equip/Vehicles/Furnishings			18,000			18,000
Total			18,000			18,000

Funding Sources	'14/'15	'15/'16	'16/'17	'17/'18	'18/'19	Total
Restaurant/Bar Tax (Sunsets 2016)			18,000			18,000
Total			18,000			18,000

Budget Impact/Other
 Use of Restaurant taxes reduces the amount available for other park operations and maintenance.

Capital Improvement Plan
Town of Pinetop-Lakeside, AZ

'14/'15 thru '18/'19

Department Parks - Mountain Meadow Par
Contact Park Director
Type Improvement
Useful Life 25 years
Category Park Improvements
Priority 3 Important
Status Active

Project # MM 2010-03
Project Name Ramadas

GL#
IIP

Total Project Cost: \$25,000

Description
 Construction of a second large ramada for public and special use events.

Justification
 Large demand for ramada usage and added shelter during bad weather & special events. Can be built by in-house staff.

Expenditures	'14/'15	'15/'16	'16/'17	'17/'18	'18/'19	Total
Construction/Maintenance			25,000			25,000
Total			25,000			25,000

Funding Sources	'14/'15	'15/'16	'16/'17	'17/'18	'18/'19	Total
Restaurant/Bar Tax (Sunsets 2016)			25,000			25,000
Total			25,000			25,000

Budget Impact/Other
 Use of Restaurant taxes reduces the amount available for other park operations and maintenance.

Capital Improvement Plan
Town of Pinetop-Lakeside, AZ

'14/'15 thru '18/'19

Department Parks - Mountain Meadow Par
Contact Park Director
Type Improvement
Useful Life 10 years
Category Park Improvements
Priority 3 Important
Status Active

Project # MM 2010-04
Project Name Fitness Stations

GL#
IIP

Total Project Cost: \$9,000

Description
 New additional Fitness Stations at Mt. Meadow Recreation complex. Stations located along service roads / walking trails within the park.

Justification
 Health and fitness of community members & site visitors. Eagle Scout project provided the first two stations Spring of 2011

Expenditures	'14/'15	'15/'16	'16/'17	'17/'18	'18/'19	Total
Construction/Maintenance				4,500	4,500	9,000
Total				4,500	4,500	9,000

Funding Sources	'14/'15	'15/'16	'16/'17	'17/'18	'18/'19	Total
GENERAL FUND				4,500	4,500	9,000
Total				4,500	4,500	9,000

Budget Impact/Other
 Funded by Restaurant taxes and Impact fees. Use of Restaurant taxes reduces the amount available for other park operations and maintenance.

Capital Improvement Plan
Town of Pinetop-Lakeside, AZ

'14/'15 thru '18/'19

Department Parks - Mountain Meadow Par

Contact Park Director

Type Equipment

Useful Life 20 years

Category Park Equipment

Priority 3 Important

Status Active

Total Project Cost: \$12,000

Project # MM 2011-02
Project Name Scoreboards

GL#

IIP

Description
 Two scoreboards for youth baseball/softball fields

Justification
 Enhance game experience. Scoreboards are required to host state and national tournaments.

Expenditures	'14/'15	'15/'16	'16/'17	'17/'18	'18/'19	Total
Equip/Vehicles/Furnishings				12,000		12,000
Total				12,000		12,000

Funding Sources	'14/'15	'15/'16	'16/'17	'17/'18	'18/'19	Total
GRANTS - Unspecified				4,000		4,000
Impact Fees - Parks (Bal \$72,648)				4,000		4,000
Restaurant/Bar Tax (Sunsets 2016)				4,000		4,000
Total				12,000		12,000

Budget Impact/Other
 Funded with grants and collected Impact Fees. Use of Restaurant taxes reduces the amount available for other park operations and maintenance.

Capital Improvement Plan
Town of Pinetop-Lakeside, AZ

'14/'15 thru '18/'19

Department Parks - Mountain Meadow Par
Contact Park Director
Type Equipment
Useful Life 20 years
Category Equipment: Other
Priority 3 Important
Status Active

Project # MM 2011-03
Project Name Bleachers - Moveable

GL#
IIP

Total Project Cost: \$15,000

Description
 Additional bleachers for seating spectators at events and tournaments at Mt. Meadow Complex

Justification
 Special events/Tournaments would use them to accomodate public seating (seats approx. 60 people per bleacher)

Expenditures	'14/'15	'15/'16	'16/'17	'17/'18	'18/'19	Total
Equip/Vehicles/Furnishings				7,500	7,500	15,000
Total				7,500	7,500	15,000

Funding Sources	'14/'15	'15/'16	'16/'17	'17/'18	'18/'19	Total
Restaurant/Bar Tax (Sunsets 2016)				7,500	7,500	15,000
Total				7,500	7,500	15,000

Budget Impact/Other
 Use of Restaurant taxes reduces the amount available for other park operations and maintenance.

Capital Improvement Plan
Town of Pinetop-Lakeside, AZ

'14/'15 thru '18/'19

Department Parks - Mountain Meadow Par
Contact Park Director
Type Improvement
Useful Life 20 years
Category Park Improvements
Priority 3 Important
Status Active

Project # MM 2012-01
Project Name Water Playground - Splash Pad

GL#
IIP

Total Project Cost: \$100,000

Description
 Active surface water park

Justification
 Splash pad - additional amenity during summer months; good alternative to swimming pool; economic impact/may assist with ongoing costs.

Expenditures	'14/'15	'15/'16	'16/'17	'17/'18	'18/'19	Total
Construction/Maintenance					100,000	100,000
Total					100,000	100,000

Funding Sources	'14/'15	'15/'16	'16/'17	'17/'18	'18/'19	Total
GENERAL FUND					100,000	100,000
Total					100,000	100,000

Budget Impact/Other
 Use of Restaurant taxes reduces the amount available for other park operations and maintenance.

Capital Improvement Plan
Town of Pinetop-Lakeside, AZ

'14/'15 thru '18/'19

Department Parks - Mountain Meadow Par
Contact Park Director
Type Improvement
Useful Life 25 years
Category Park Improvements
Priority 1 Urgent
Status Active

Project # MM 2015-01
Project Name High School Size Ball Field Development

GL#
IIP

Total Project Cost: \$655,000

Description
 Development of a High School size baseball field at Mt. Meadow park. This includes lighting being added at the end of the project.

Justification
 Additional high school sized field would assist with meeting the current and future local needs. Expand economic opportunities for sports tournaments and other special events. Part of Master Plan for complex.

Expenditures	'14/'15	'15/'16	'16/'17	'17/'18	'18/'19	Total	Future
Construction/Maintenance			175,000	150,000	150,000	475,000	180,000
Total			175,000	150,000	150,000	475,000	Total

Funding Sources	'14/'15	'15/'16	'16/'17	'17/'18	'18/'19	Total	Future
GRANTS - Heritage Fund				125,000		125,000	180,000
Restaurant/Bar Tax (Sunsets 2016)			100,000	100,000	150,000	350,000	Total
Total			100,000	225,000	150,000	475,000	

Budget Impact/Other
 Use of Restaurant taxes reduces the amount available for other park operations and maintenance.

Capital Improvement Plan
Town of Pinetop-Lakeside, AZ

'14/'15 thru '18/'19

Department Parks - Mountain Meadow Par

Contact Park Director

Type Improvement

Useful Life 25 years

Category Buildings

Priority 3 Important

Status Active

Total Project Cost: \$60,000

Project # MM 2015-04
Project Name Community Building Design - Mountain Meadow

GL#

IIP

Description
 Design of Community building at Mt. Meadow Recreation Complex as in the Master Plan

Justification
 Need for additional indoor facilities. Building could include gym, office space, meeting rooms, activity rooms, exercise center and more.

Expenditures	'14/'15	'15/'16	'16/'17	'17/'18	'18/'19	Total	Future
Planning/Design					10,000	10,000	50,000
Total					10,000	10,000	Total

Funding Sources	'14/'15	'15/'16	'16/'17	'17/'18	'18/'19	Total	Future
GENERAL FUND					10,000	10,000	50,000
Total					10,000	10,000	Total

Budget Impact/Other
 Use of Restaurant taxes reduces the amount available for other park operations and maintenance.

Capital Improvement Plan
Town of Pinetop-Lakeside, AZ

'14/'15 thru '18/'19

Department Parks -Woodland Lake Park
Contact Park Director
Type Improvement
Useful Life 5 years
Category Park Improvements
Priority 3 Important
Status Active

Project # 2015-104
Project Name Tennis/Pickleball Courts

GL#
IIP

Total Project Cost: \$250,000

Description
 New Park Tennis/Pickleball Courts - new location at one our Parks

Justification
 Existing courts are in poor condition. Location required extensive repair to do with lake water connected issues. Would be a well used Park amenity

Expenditures	'14/'15	'15/'16	'16/'17	'17/'18	'18/'19	Total
Construction/Maintenance	150,000	100,000				250,000
Total	150,000	100,000				250,000
Funding Sources	'14/'15	'15/'16	'16/'17	'17/'18	'18/'19	Total
GENERAL FUND	150,000	100,000				250,000
Total	150,000	100,000				250,000

Budget Impact/Other

Capital Improvement Plan
Town of Pinetop-Lakeside, AZ

'14/'15 thru '18/'19

Department Parks -Woodland Lake Park

Contact Park Director

Type Improvement

Useful Life 25 years

Category Park Improvements

Priority 2 Very Important

Status Active

Total Project Cost: \$8,000

Project # WLP 2008-01
Project Name Ballfield Fence Replacement

GL#

IIP

Description
 Replacement of damaged chainlink fencing on ballfields - Approximately 250 ft

Justification
 Fencing is over twenty years old and has bent posts & top rail. Chainlink failure in several locations. Safety issue

Expenditures	'14/'15	'15/'16	'16/'17	'17/'18	'18/'19	Total
Construction/Maintenance			8,000			8,000
Total			8,000			8,000

Funding Sources	'14/'15	'15/'16	'16/'17	'17/'18	'18/'19	Total
Restaurant/Bar Tax (Sunsets 2016)			8,000			8,000
Total			8,000			8,000

Budget Impact/Other
 Use of Restaurant taxes for this project reduces funds available for other parks operations and maintenance.

Capital Improvement Plan
Town of Pinetop-Lakeside, AZ

'14/'15 thru '18/'19

Department Parks -Woodland Lake Park

Contact Park Director

Type Vehicles

Useful Life 10 years

Category Vehicles

Priority 2 Very Important

Status Active

Total Project Cost: \$30,000

Project # WLP 2009-05
Project Name Tractor

GL#

IIP

Description
 New John Deere tractor for general maintenance use and snow removal

Justification
 Replace a 25 year old Tractor used to service Woodland Lake Park. This piece of equipment is used daily. Existing Tractor requires increased maintenance and repair yearly.

Expenditures	'14/'15	'15/'16	'16/'17	'17/'18	'18/'19	Total
Equip/Vehicles/Furnishings			30,000			30,000
Total			30,000			30,000

Funding Sources	'14/'15	'15/'16	'16/'17	'17/'18	'18/'19	Total
Restaurant/Bar Tax (Sunsets 2016)			30,000			30,000
Total			30,000			30,000

Budget Impact/Other

Capital Improvement Plan
Town of Pinetop-Lakeside, AZ

'14/'15 thru '18/'19

Department Parks -Woodland Lake Park

Contact Park Director

Type Vehicles

Useful Life 10 years

Category Vehicles

Priority 3 Important

Status Active

Total Project Cost: \$30,000

Project # WLP 2010-03
Project Name Pickup Truck

GL#

IIP

Description
 Purchase to replace older Ford pick-up Truck

Justification
 Ford pickup was purchased in mid 1990's and repair has become more costly. Allow staff to continue service levels.

Expenditures	'14/'15	'15/'16	'16/'17	'17/'18	'18/'19	Total
Equip/Vehicles/Furnishings				30,000		30,000
Total				30,000		30,000

Funding Sources	'14/'15	'15/'16	'16/'17	'17/'18	'18/'19	Total
GENERAL FUND				30,000		30,000
Total				30,000		30,000

Budget Impact/Other

Capital Improvement Plan
Town of Pinetop-Lakeside, AZ

'14/'15 thru '18/'19

Department Parks -Woodland Lake Park
Contact Park Director
Type Improvement
Useful Life 20 years
Category Park Improvements
Priority 2 Very Important
Status Active

Project # WLP 2015-03
Project Name Pedestrian Level Lighting

GL#
IIP

Total Project Cost: \$120,000

Description
 Security lighting in areas of Woodland Lake Park. Additional security lighting along park roads, parking lots and asphalt trail.

Justification
 Safety of park users and vehicles. We currently have a few area lights at Woodland. Safety and security are needs we should address. Electrical power would also have to be addressed and the Forest Service would have to be a part of the project.

Expenditures	'14/'15	'15/'16	'16/'17	'17/'18	'18/'19	Total	Future
Construction/Maintenance					10,000	10,000	110,000
Total					10,000	10,000	Total

Funding Sources	'14/'15	'15/'16	'16/'17	'17/'18	'18/'19	Total	Future
GENERAL FUND					10,000	10,000	110,000
Total					10,000	10,000	Total

Budget Impact/Other
 Use of Restaurant taxes for this project reduces funds available for other parks operations and maintenance.

Capital Improvement Plan
Town of Pinetop-Lakeside, AZ

'14/'15 thru '18/'19

Department Police
Contact Police Chief
Type Vehicles
Useful Life 3 Years
Category Vehicles
Priority 1 Urgent
Status Active

Project # 2015-110
Project Name Replacment Patrol Vehicles

GL#
IIP

Total Project Cost: \$116,085

Description
 Replacement of three (3) Patrol Vehicels with three (3) Police Package Vehicles. This purchase is a three (3) year lease. Vehicles are warranted for four (4) years.

Justification
 These new vehicles will replace Patrol units that have exceeded over 100,000 in mileage. Repairs are becoming more frequent and more costly. The officers need to have vehicles that can be depended on without fear of breaking down.

Expenditures	'14/'15	'15/'16	'16/'17	'17/'18	'18/'19	Total
Equip/Vehicles/Furnishings		38,695	38,695	38,695		116,085
Total		38,695	38,695	38,695		116,085
Funding Sources	'14/'15	'15/'16	'16/'17	'17/'18	'18/'19	Total
GENERAL FUND		38,695	38,695	38,695		116,085
Total		38,695	38,695	38,695		116,085

Budget Impact/Other
 Once vehicles are in service, the three older vehicles will be auctioned. The auctioned monies will go back into the Town's coffers, perhaps starting a "Vehicle Replacement Fund" for future purchases.

Capital Improvement Plan
Town of Pinetop-Lakeside, AZ

'14/'15 thru '18/'19

Department Police
Contact Police Chief
Type Improvement
Useful Life 10 years
Category Improvements
Priority 1 Urgent
Status Active

Project # 2015-111
Project Name Building Rejuvenation

GL#
IIP

Total Project Cost: \$20,000

Description
 Police building rejuvenation

Justification
 The current police department building is in need of repairs to the report writing room, evidence room, and once dispatch is relocated, a remodeled conference room (FY 16-17).

Expenditures	'14/'15	'15/'16	'16/'17	'17/'18	'18/'19	Total
Construction/Maintenance	10,000	10,000				20,000
Total	10,000	10,000				20,000
Funding Sources	'14/'15	'15/'16	'16/'17	'17/'18	'18/'19	Total
GENERAL FUND	10,000	10,000				20,000
Total	10,000	10,000				20,000

Budget Impact/Other

Capital Improvement Plan
Town of Pinetop-Lakeside, AZ

'14/'15 thru '18/'19

Department Police
Contact Police Chief
Type Equipment
Useful Life 5 years
Category Equipment: Computers
Priority 3 Important
Status Active

Project # PD 2014-01
Project Name E-Ticketing

GL#
IIP

Total Project Cost: \$25,000

Description
 Would provide software and hardware for e-ticketing citation and State Accident reporting solution.

Justification
 E-ticketing allows the PD to interface directly with ADOT and the courts.

Expenditures	'14/'15	'15/'16	'16/'17	'17/'18	'18/'19	Total
Equip/Vehicles/Furnishings			25,000			25,000
Total			25,000			25,000

Funding Sources	'14/'15	'15/'16	'16/'17	'17/'18	'18/'19	Total
Auto Impound Funds			25,000			25,000
Total			25,000			25,000

Budget Impact/Other

Capital Improvement Plan
Town of Pinetop-Lakeside, AZ

'14/'15 thru '18/'19

Department Police
Contact Police Chief
Type Equipment
Useful Life 20 years
Category Equipment: Other
Priority 3 Important
Status Active

Project # PD 2014-02
Project Name Backup Electrical Generator

GL#
IIP

Total Project Cost: \$38,000

Description
 Current generator is approximately 30 years old. The Town continues to maintain on a quarterly basis. It has needed replacment parts and this may be a concern moving forward.

Justification
 This generator backs up the entire Police Department building.

Expenditures	'14/'15	'15/'16	'16/'17	'17/'18	'18/'19	Total
Equip/Vehicles/Furnishings			38,000			38,000
Total			38,000			38,000

Funding Sources	'14/'15	'15/'16	'16/'17	'17/'18	'18/'19	Total
GENERAL FUND			38,000			38,000
Total			38,000			38,000

Budget Impact/Other

Capital Improvement Plan
Town of Pinetop-Lakeside, AZ

'14/'15 thru '18/'19

Department Police

Contact

Type Equipment

Useful Life 5 years

Category Unassigned

Priority 2 Very Important

Status Active

Total Project Cost: \$17,995

Project # PD 2014-04
Project Name Traffic Safety Equipment

GL#

IIP

Description
 Would provide two new dual K-Band directional radars (\$3,700) for patrol vehicles and one new radar trailer (\$14,295) for roadside use.

Justification
 The K-Band would equip remaining police cars that do not have radar capability.
 The Trailer would be used during the year and the analysis used to determine if officer deployments are matching what the data collector is seeing.

Expenditures	'14/'15	'15/'16	'16/'17	'17/'18	'18/'19	Total
Equip/Vehicles/Furnishings	14,295			3,700		17,995
Total	14,295			3,700		17,995

Funding Sources	'14/'15	'15/'16	'16/'17	'17/'18	'18/'19	Total
GENERAL FUND				3,700		3,700
GRANTS - GOHS	14,295					14,295
Total	14,295			3,700		17,995

Budget Impact/Other

Capital Improvement Plan
Town of Pinetop-Lakeside, AZ

'14/'15 thru '18/'19

Department Public Works
Contact Public Works Director
Type Professional Services
Useful Life 5 years
Category Document
Priority 1 Urgent
Status Active

Project # 2015-120
Project Name Topographic Mapping

GL#
IIP

Total Project Cost: \$125,000

Description
 Acquire townwide Topographic mapping

Justification
 Needed as a tool to perform drainage master planning, drainage design, street design and utility analysis.

Expenditures	'14/'15	'15/'16	'16/'17	'17/'18	'18/'19	Total
Planning/Design	40,000	85,000				125,000
Total	40,000	85,000				125,000
Funding Sources	'14/'15	'15/'16	'16/'17	'17/'18	'18/'19	Total
HURF Funds	40,000	70,000				110,000
Navajo County		15,000				15,000
Total	40,000	85,000				125,000

Budget Impact/Other
 Upgrade street infrastructure, perform in-house designs.

Capital Improvement Plan
Town of Pinetop-Lakeside, AZ

'14/'15 thru '18/'19

Department Public Works
Contact Public Works Director
Type Documents
Useful Life 5 years
Category Master Plan
Priority 1 Urgent
Status Active

Project # 2015-121
Project Name Stormwater Drainage Master Plan

GL#
IIP

Total Project Cost: \$85,000

Description
 Utilizing new Topographic mapping, perform Engineering analysis of hydrological emphasis on watershed subbasins. Also provide preliminary hydrology alternative solutions recommendations.

Justification
 Stormwater controls are vital for most surface projects such as street improvements and upgrades.

Expenditures	'14/'15	'15/'16	'16/'17	'17/'18	'18/'19	Total
Professional Services/Consultant		10,000	75,000			85,000
Total		10,000	75,000			85,000
Funding Sources	'14/'15	'15/'16	'16/'17	'17/'18	'18/'19	Total
HURF Funds		7,500	56,250			63,750
VLT (Vehicle License Tax)		2,500	18,750			21,250
Total		10,000	75,000			85,000

Budget Impact/Other
 Improve streets

Capital Improvement Plan
Town of Pinetop-Lakeside, AZ

'14/'15 thru '18/'19

Department Public Works
Contact Public Works Director
Type Improvement
Useful Life 20 years
Category Improvements
Priority 2 Very Important
Status Active

Project # 2015-122
Project Name Porter Mountain Pedestrian Bridge (Local Match)

GL#
IIP

Total Project Cost: \$89,157

Description
 Design and construction of Pedestrian Bridge and connector pathways

Justification
 Council directed.
 Pedestrian safety

Expenditures	'14/'15	'15/'16	'16/'17	'17/'18	'18/'19	Total
Local Match to ADOT		40,000	49,157			89,157
Total		40,000	49,157			89,157
Funding Sources	'14/'15	'15/'16	'16/'17	'17/'18	'18/'19	Total
HURF Funds		40,000	49,157			89,157
Total		40,000	49,157			89,157

Budget Impact/Other
 Expand pedestrian pathway connectivity

Capital Improvement Plan
Town of Pinetop-Lakeside, AZ

'14/'15 thru '18/'19

Department Public Works
Contact Public Works Director
Type Professional Services
Useful Life 5 years
Category Master Plan
Priority 2 Very Important
Status Active

Project # 2015-123
Project Name Business Parking & Urban Pedestrian Plan

GL#
IIP

Total Project Cost: \$250,000

Description
 Preliminary design of Business parking

Justification
 Safety and functional improvements to downtown Lakeside and Pinetop, as well as Urban Trail connectivity will upgrade resident and tourist attraction.

Expenditures	'14/'15	'15/'16	'16/'17	'17/'18	'18/'19	Total
Professional Services/Consultant	100,000	150,000				250,000
Total	100,000	150,000				250,000
Funding Sources	'14/'15	'15/'16	'16/'17	'17/'18	'18/'19	Total
GRANTS - ADOT	100,000	150,000				250,000
Total	100,000	150,000				250,000

Budget Impact/Other
 Support business development/economic vitality
 Improve pedestrian system
 PARA/ADOT GRANT

Capital Improvement Plan
Town of Pinetop-Lakeside, AZ

'14/'15 thru '18/'19

Department Public Works
Contact Public Works Director
Type Professional Services
Useful Life 5 years
Category Document
Priority 1 Urgent
Status Active

Project # 2015-124
Project Name Right-of-Way Mapping

GL#
IIP

Total Project Cost: \$120,000

Description
 Acquire townwide Right-of-Way mapping

Justification
 Needed to manage existing streets and improvements

Expenditures	'14/'15	'15/'16	'16/'17	'17/'18	'18/'19	Total
Professional Services/Consultant		60,000	60,000			120,000
Total		60,000	60,000			120,000
Funding Sources	'14/'15	'15/'16	'16/'17	'17/'18	'18/'19	Total
HURF Funds		45,000	45,000			90,000
VLT (Vehicle License Tax)		15,000	15,000			30,000
Total		60,000	60,000			120,000

Budget Impact/Other
 Upgrade street infrastructure, perform in-house designs.

Capital Improvement Plan
Town of Pinetop-Lakeside, AZ

'14/'15 thru '18/'19

Department Public Works
Contact Public Works Director
Type Improvement
Useful Life 10 years
Category Street Mill & Overlay
Priority 3 Important
Status Active

Project # 2015-126
Project Name Forest/Pineview Intersection Upgrades

GL#
IIP

Total Project Cost: \$52,000

Description
 Design and reconstruct Street intersection

Justification
 Intersection geometry can be improved for safety
 Stormwater drainage element can be added for longevity

Expenditures	'14/'15	'15/'16	'16/'17	'17/'18	'18/'19	Total
Construction/Maintenance		52,000				52,000
Total		52,000				52,000
Funding Sources	'14/'15	'15/'16	'16/'17	'17/'18	'18/'19	Total
HURF Funds		52,000				52,000
Total		52,000				52,000

Budget Impact/Other
 Upgrade street infrastructure

Capital Improvement Plan
Town of Pinetop-Lakeside, AZ

'14/'15 thru '18/'19

Department Public Works
Contact Public Works Director
Type Improvement
Useful Life 20 years
Category Street Reconstruction
Priority 3 Important
Status Active

Project # 2015-134
Project Name Johnson Drive Improvements (NavCO CDBG)

GL#
 IIP

Total Project Cost: \$100,000

Description
 Design and Construction of Sidewalk Improvements - Phase I at Johnson Drive

Justification
 Design and construct improvements within existing Town public right-of-way along Johnson Drive pertaining to the northerly and easterly streetside. Council Directive 2014OCT16; Request for Navajo County CDBG = \$100,000.

Expenditures	'14/'15	'15/'16	'16/'17	'17/'18	'18/'19	Total
Construction/Maintenance			20,000	80,000		100,000
Total			20,000	80,000		100,000

Funding Sources	'14/'15	'15/'16	'16/'17	'17/'18	'18/'19	Total
Navajo County			20,000	80,000		100,000
Total			20,000	80,000		100,000

Budget Impact/Other
 Meet Strategic Management Plan Goal ID I: Strengthen Roadway and Pathway Function and Comfort; Secondary Goal ID D: Improve Accessibility, Make Captital Streetside Improvements.

Budget Items	'14/'15	'15/'16	'16/'17	'17/'18	'18/'19	Total
Staff Cost			8,000	8,000		16,000
Total			8,000	8,000		16,000

Capital Improvement Plan
Town of Pinetop-Lakeside, AZ

'14/'15 thru '18/'19

Department Public Works
Contact Public Works Director
Type Improvement
Useful Life 15 years
Category Street Reconstruction
Priority 4 Less Important
Status Active

Project # INF 2013-02
Project Name Eagle Loop Reconstruction

GL#
IIP

Total Project Cost: \$400,000

Description
 Reconstruct existing street with base and AC surface

Justification
 Street surface deteriorated

Expenditures	'14/'15	'15/'16	'16/'17	'17/'18	'18/'19	Total
Construction/Maintenance					400,000	400,000
Total					400,000	400,000

Funding Sources	'14/'15	'15/'16	'16/'17	'17/'18	'18/'19	Total
HURF Funds					400,000	400,000
Total					400,000	400,000

Budget Impact/Other
 Improve streets

Capital Improvement Plan
Town of Pinetop-Lakeside, AZ

'14/'15 thru '18/'19

Department Public Works
Contact Public Works Director
Type Improvement
Useful Life 15 years
Category Street Reconstruction
Priority 4 Less Important
Status Active

Project # INF 2014-02
Project Name Pine Spruce Reconstruction

GL#
IIP

Total Project Cost: \$200,000

Description
 Reconstruct existing street with base and AC surface

Justification
 Badly deteriorated
 Street surface deteriorated

Expenditures	'14/'15	'15/'16	'16/'17	'17/'18	'18/'19	Total
Construction/Maintenance					200,000	200,000
Total					200,000	200,000

Funding Sources	'14/'15	'15/'16	'16/'17	'17/'18	'18/'19	Total
HURF Funds					200,000	200,000
Total					200,000	200,000

Budget Impact/Other
 Improve streets

Capital Improvement Plan
Town of Pinetop-Lakeside, AZ

'14/'15 thru '18/'19

Department Public Works
Contact Public Works Director
Type Improvement
Useful Life 15 years
Category Maintenance
Priority 4 Less Important
Status Active

Project # INF 2014-04
Project Name Pine Fir Overlay

GL#
IIP

Total Project Cost: \$250,000

Description
 Rehab Pine Fir Drive - Woodland Hills
 Overlay existing Street surface with new asphaltic concrete

Justification
 Badly deteriorated.
 Street surface is deteriorated

Expenditures	'14/'15	'15/'16	'16/'17	'17/'18	'18/'19	Total
Construction/Maintenance				250,000		250,000
Total				250,000		250,000

Funding Sources	'14/'15	'15/'16	'16/'17	'17/'18	'18/'19	Total
HURF Funds				250,000		250,000
Total				250,000		250,000

Budget Impact/Other
 Improve streets

Capital Improvement Plan
Town of Pinetop-Lakeside, AZ

'14/'15 thru '18/'19

Department Public Works
Contact Public Works Director
Type Improvement
Useful Life 10 years
Category Improvements
Priority 2 Very Important
Status Active

Project # INF 2014-08
Project Name BR Schools SR260 Sidewalk

GL#
IIP

Total Project Cost: \$40,000

Description

Justification

Expenditures	'14/'15	'15/'16	'16/'17	'17/'18	'18/'19	Total
Construction/Maintenance	0	40,000				40,000
Total	0	40,000				40,000
Funding Sources	'14/'15	'15/'16	'16/'17	'17/'18	'18/'19	Total
HURF Funds		40,000				40,000
Total		40,000				40,000

Budget Impact/Other

Capital Improvement Plan
Town of Pinetop-Lakeside, AZ

'14/'15 thru '18/'19

Department Public Works
Contact Public Works Director
Type Improvement
Useful Life 10 years
Category Improvements
Priority 1 Urgent
Status Active

Project # INF 2015-03
Project Name Woodland Rd Pathway Navajo to Settlers Way

GL#
IIP

Total Project Cost: \$888,973

Description
 Pathway addition detached from Woodland Road

Justification
 Increase safety and quality of life for pedestrians and bicyclists

Expenditures	'14/'15	'15/'16	'16/'17	'17/'18	'18/'19	Total
Construction/Maintenance	4,387	227,626		656,960		888,973
Total	4,387	227,626		656,960		888,973
Funding Sources	'14/'15	'15/'16	'16/'17	'17/'18	'18/'19	Total
GRANTS - FHWA		194,720		616,960		811,680
HURF Funds	4,387	24,680		30,000		59,067
VLT (Vehicle License Tax)		8,226		10,000		18,226
Total	4,387	227,626		656,960		888,973

Budget Impact/Other
 Expand pedestrian pathway connectivity

Capital Improvement Plan
Town of Pinetop-Lakeside, AZ

'14/'15 thru '18/'19

Department Public Works
Contact Public Works Director
Type Improvement
Useful Life 20 years
Category Street Reconstruction
Priority 1 Urgent
Status Active

Project # INF 2015-04
Project Name Meadow Lane Bridge over Billy Creek (Bridge Rehab)

GL#
IIP

Total Project Cost: \$50,000

Description
 Correct corrosion issues on Bridge structure. This project may have to be carried forward into FY2016 if project is delayed.

Justification
 This Bridge is the only ingress/egress for many Town and County residents. The Bridge maintenance issue has been identified by ADOT.

Expenditures	'14/'15	'15/'16	'16/'17	'17/'18	'18/'19	Total
Construction/Maintenance	50,000					50,000
Total	50,000					50,000
Funding Sources	'14/'15	'15/'16	'16/'17	'17/'18	'18/'19	Total
HURF Funds	50,000					50,000
Total	50,000					50,000

Budget Impact/Other
 Upgrade to Street infrastructure

Budget Items	'14/'15	'15/'16	'16/'17	'17/'18	'18/'19	Total
Maintenance		50,000				50,000
Total		50,000				50,000

Capital Improvement Plan
Town of Pinetop-Lakeside, AZ

'14/'15 thru '18/'19

Department Public Works
Contact Public Works Director
Type Improvement
Useful Life 20 years
Category Street Reconstruction
Priority 3 Important
Status Active

Project # INF 2015-05
Project Name Juniper Improvement District

GL#
IIP

Total Project Cost: \$40,000

Description
 Neighborhood formally requested Town support of Street/Drainage/Pedestrian improvements through an Improvement District analysis. The improvement district has not been established to date.

Justification

Expenditures	'14/'15	'15/'16	'16/'17	'17/'18	'18/'19	Total
Professional Services/Consultant		40,000				40,000
Total		40,000				40,000
Funding Sources	'14/'15	'15/'16	'16/'17	'17/'18	'18/'19	Total
HURF Funds		20,000				20,000
VLT (Vehicle License Tax)		20,000				20,000
Total		40,000				40,000

Budget Impact/Other
 Support citizen requested Improvement Districts.

Capital Improvement Plan
Town of Pinetop-Lakeside, AZ

'14/'15 thru '18/'19

Department Public Works
Contact Public Works Director
Type Improvement
Useful Life 20 years
Category Improvements
Priority 4 Less Important
Status Active

Project # INF 2015-06
Project Name Woodland Lake Rd Pathway - SR260 to WLP

GL#
IIP

Total Project Cost: \$664,200

Description
 Design and construct new shared use pathway between SR260 and Woodland Lake park

Justification
 An important segment of Phase 1 Urban Pathway Loop

Expenditures	'14/'15	'15/'16	'16/'17	'17/'18	'18/'19	Total	Future
Construction/Maintenance					180,000	180,000	484,200
Total					180,000	180,000	Total

Funding Sources	'14/'15	'15/'16	'16/'17	'17/'18	'18/'19	Total	Future
GRANTS - FHWA					150,000	150,000	484,200
GRANTS - HURF (Local Match)					30,000	30,000	Total
Total					180,000	180,000	

Budget Impact/Other
 Expand Pathway connectivity

Capital Improvement Plan
Town of Pinetop-Lakeside, AZ

'14/'15 thru '18/'19

Department Public Works
Contact Public Works Director
Type Improvement
Useful Life 20 years
Category Improvements
Priority 1 Urgent
Status Active

Project # INF 201901
Project Name Woodland Road Pathway - SR 260 to Navajo

GL#
IIP

Total Project Cost: \$184,662

Description
 Design/Build in-house an 8 foot wide paved multi-use pathway detached from street on east and north sides of Right-of-Way. Paid by Navajo County Grant (CDBG).
 Pathway addition detached from Woodland Road

Justification
 This project was identified as a priority of Navajo County Supervisor Dawnafae Whitesinger. The segment of pathway is a significant link between existing sidewalk at SR 260 and existing facilities at Woodland Lake Park. It would provide safety and comfort for pedestrian/bicycle commuters and visitors.

Expenditures	'14/'15	'15/'16	'16/'17	'17/'18	'18/'19	Total
Construction/Maintenance	31,437	153,225				184,662
Total	31,437	153,225				184,662
Funding Sources	'14/'15	'15/'16	'16/'17	'17/'18	'18/'19	Total
Impact Fees - Streets (Bal \$113,706)	11,437	11,437				22,874
Navajo County		121,788				121,788
VLT (Vehicle License Tax)	20,000	20,000				40,000
Total	31,437	153,225				184,662

Budget Impact/Other
 Expand pedestrian pathway connectivity

Capital Improvement Plan
Town of Pinetop-Lakeside, AZ

'14/'15 thru '18/'19

Department Public Works
Contact Public Works Director
Type Equipment
Useful Life 10 years
Category Equipment: Other
Priority 1 Urgent
Status Active

Project # ST 2009-10
Project Name Back Hoe

GL#
IIP

Total Project Cost: \$105,926

Description
 New Backhoe on State Contract or Low Bid
 Lease purchase of Backhoe on State Contract through Catepillar

Justification
 Existing Backhoe is often non-serviceable due to age.

Expenditures	'14/'15	'15/'16	'16/'17	'17/'18	'18/'19	Total
Equip/Vehicles/Furnishings	3,454	20,722	20,722	61,028		105,926
Total	3,454	20,722	20,722	61,028		105,926
Funding Sources	'14/'15	'15/'16	'16/'17	'17/'18	'18/'19	Total
HURF Funds	2,590	15,542	15,542	45,771		79,445
VLT (Vehicle License Tax)	864	5,180	5,180	15,257		26,481
Total	3,454	20,722	20,722	61,028		105,926

Budget Impact/Other
 Acquire equipment needed for Street Maintenance

Budget Items	'14/'15	'15/'16	'16/'17	'17/'18	'18/'19	Total
Maintenance	0					0
Total	0					0

Capital Improvement Plan
Town of Pinetop-Lakeside, AZ

'14/'15 thru '18/'19

Department Public Works
Contact Public Works Director
Type Equipment
Useful Life 5 years
Category Equipment: Other
Priority 3 Important
Status Active

Project # ST 2015-03
Project Name Snow Plow (V-Plow) - LIGHT DUTY

GL#
IIP

Total Project Cost: \$10,000

Description

Justification

Expenditures	'14/'15	'15/'16	'16/'17	'17/'18	'18/'19	Total
Equip/Vehicles/Furnishings				10,000		10,000
Total				<u>10,000</u>		<u>10,000</u>

Funding Sources	'14/'15	'15/'16	'16/'17	'17/'18	'18/'19	Total
HURF Funds				10,000		10,000
Total				<u>10,000</u>		<u>10,000</u>

Budget Impact/Other

Capital Improvement Plan
Town of Pinetop-Lakeside, AZ

'14/'15 thru '18/'19

Department Public Works
Contact Public Works Director
Type Equipment
Useful Life 10 years
Category Equipment: Other
Priority 1 Urgent
Status Active

Project # ST 2016-01
Project Name Motor Grader

GL#
IIP

Total Project Cost: \$251,655

Description
 Acquire Motor Grader

Justification
 The Town does not own a Grader, only borrowing from Navajo County.

Expenditures	'14/'15	'15/'16	'16/'17	'17/'18	'18/'19	Total
Equip/Vehicles/Furnishings	7,301	43,805	43,805	156,744		251,655
Total	7,301	43,805	43,805	156,744		251,655
Funding Sources	'14/'15	'15/'16	'16/'17	'17/'18	'18/'19	Total
HURF Funds	7,301	43,805	43,805	156,744		251,655
Total	7,301	43,805	43,805	156,744		251,655

Budget Impact/Other
 Acquire Equipment needed for Street Maintenance

Capital Improvement Plan
Town of Pinetop-Lakeside, AZ

'14/'15 thru '18/'19

Department Town Clerk
Contact Town Clerk
Type Professional Services
Useful Life
Category Unassigned
Priority 3 Important
Status Active

Project # 2015-102
Project Name Records Management MicroFilming

GL#
IIP

Total Project Cost: \$6,000

Description
 The State of Arizona Library, Archives and Public Records will scan all of our permanent records in to their searchable system and store our records.

Justification
 Our records room is not a safe place to store our permanent records. Records are currently stroed in acid free boxes but they are not waterproof and they are not fireproof. This project would allow citizens to search electronically for documents on the states maintained website.

Expenditures	'14/'15	'15/'16	'16/'17	'17/'18	'18/'19	Total
Other		3,000	3,000			6,000
Total		3,000	3,000			6,000
Funding Sources	'14/'15	'15/'16	'16/'17	'17/'18	'18/'19	Total
GENERAL FUND		3,000	3,000			6,000
Total		3,000	3,000			6,000

Budget Impact/Other

Budget Items	'14/'15	'15/'16	'16/'17	'17/'18	'18/'19	Total
Staff Cost		0				0
Total		0				0

Capital Improvement Plan
Town of Pinetop-Lakeside, AZ

'14/'15 thru '18/'19

Department Town Clerk

Contact Town Clerk

Type Vehicles

Useful Life 5 years

Category Vehicles

Priority 3 Important

Status Active

Total Project Cost: \$25,000

Project # TC 2011-01
Project Name Administration Pool Vehicle

GL#

IIP

Description
 Replacement Vehicle for Town Administration

Justification
 Town staff needs a vehicle they can use to travel in and out of town that they don't have to worry will break down en route.

Expenditures	'14/'15	'15/'16	'16/'17	'17/'18	'18/'19	Total
Equip/Vehicles/Furnishings					25,000	25,000
Total					25,000	25,000

Funding Sources	'14/'15	'15/'16	'16/'17	'17/'18	'18/'19	Total
GENERAL FUND					25,000	25,000
Total					25,000	25,000

Budget Impact/Other
 Operational Efficiency - Equipment Replacement

Capital Improvement Plan
Town of Pinetop-Lakeside, AZ

'14/'15 thru '18/'19

Department Town Clerk
Contact Town Clerk
Type Equipment
Useful Life 5 years
Category Equipment: Other
Priority 1 Urgent
Status Active

Project # TC 2014-01
Project Name New Copier

GL#
IIP

Total Project Cost: \$35,000

Description
 New Color Copier for Clerks Department

Justification
 Every Administrative Department prints to or uses the color copier located in the Clerks Department known as the Biz Hub. It is time to replace the current copier. The Clerks Department would research if it would be more cost effective to lease a machine or purchase one outright. The lease option seems reasonable at this time.

Expenditures	'14/'15	'15/'16	'16/'17	'17/'18	'18/'19	Total
Equip/Vehicles/Furnishings		35,000				35,000
Total		35,000				35,000

Funding Sources	'14/'15	'15/'16	'16/'17	'17/'18	'18/'19	Total
GENERAL FUND		35,000				35,000
Total		35,000				35,000

Budget Impact/Other

Capital Improvement Plan
Town of Pinetop-Lakeside, AZ

'14/'15 thru '18/'19

Department Town Council
Contact Town Clerk
Type Equipment
Useful Life 5 years
Category Equipment: Computers
Priority 3 Important
Status Active

Project # 2015-101
Project Name Electronic Agenda

GL#
IIP

Total Project Cost: \$40,000

Description
 The Clerks Department would like to move into an electronic Agenda and Packet program. This project would take different steps to be fully completed. The Clerks department would research Electronic Agenda software such as Granicus, Legistar and Agendaease finding the most effective that could operate within our current system. Then researching the cost of tablets and or laptops and issuing those to councilmembers.

Justification

Expenditures	'14/'15	'15/'16	'16/'17	'17/'18	'18/'19	Total
Software/Hardware			25,000	15,000		40,000
Total			25,000	15,000		40,000

Funding Sources	'14/'15	'15/'16	'16/'17	'17/'18	'18/'19	Total
GENERAL FUND			25,000	15,000		40,000
Total			25,000	15,000		40,000

Budget Impact/Other
 Cost of paper, ink, copier maintenance, etc.

Capital Improvement Plan
Town of Pinetop-Lakeside, AZ

'14/'15 thru '18/'19

Department Town Council
Contact Town Clerk
Type Equipment
Useful Life 10 years
Category Equipment: Other
Priority 1 Urgent
Status Active

Project # ADM 2015-01
Project Name Sound System

GL#
IIP

Total Project Cost: \$10,000

Description
 New Sound System for Town Council Chambers

Justification
 The quality of the sound system in the Town Council Chambers is very poor. The system is antiquated and needs to be replaced.

Expenditures	'14/'15	'15/'16	'16/'17	'17/'18	'18/'19	Total
Equip/Vehicles/Furnishings		10,000				10,000
Total		10,000				10,000
Funding Sources	'14/'15	'15/'16	'16/'17	'17/'18	'18/'19	Total
GENERAL FUND		10,000				10,000
Total		10,000				10,000

Budget Impact/Other



PINETOP/LAKESIDE

Celebrate the Seasons

Town of Pinetop-Lakeside, AZ

1360 N. Niels Hansen Lane

Pinetop-Lakeside, Arizona 859293

www.PinetopLakesideAZ.gov