



Final Annual Budget
Fiscal Year 2020-2021

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Town Manager Budget Message



To the Honorable Mayor and Members of the Town Council,

It is a pleasure to present to you the Fiscal 2020-21 (FY21) Proposed Budget for your review and consideration. The preliminary estimates of the budget were presented to the Mayor and Council on May 7 and 20, 2020 Town Council meetings.

In April 2017 Council and Town Staff developed the Town's Strategic Goals for the future. The Strategic Action Plan establishes a road map for activities and initiatives that will achieve the vision for the Town and will ensure that Youngtown is poised to capitalize on opportunities to advance key initiatives. This plan is a flexible tool to guide and assist with proactive policy development. The achievements resulting from this plan will be enjoyed by current residents and future generations. This plan is designed to highlight key activities in support of stated priorities and goals over a period of three (3) fiscal years. The following are the top five priorities for the Town of Youngtown.

- Fiscal Sustainability
- Infrastructure
- Community Quality of Life
- Town Organization
- Economic Growth

These strategies guided the budgetary decisions that were incorporated in the FY21 budget. The Council and Town Staff are planning a fall workshop to review and potentially update the Town's Strategic Plan.

This year's budget process will be different than prior years due to the COVID-19 crisis. We have created two estimates for revenues and two estimates for expenses for FY21.

The revenues that will be adopted will become the Town's "ceiling" budget if the economy rebounds faster than anticipated. We also developed a revenue projection for the General Fund, and Highway User Revenue Fund (HURF as those are the ones that may be the most economically impacted by the COVID-19. Every revenue was looked at to determine what impact the shutdown of the economy would have on it. For example, local sales taxes, state shared taxes, and gas tax for HURF. The difference between the "ceiling budget" and the "COVID-19 Budget" will need to be made up of either departmental budget expense reductions, postponing capital projects, using fund balance or a combination of all three. However, due to the reduction in expenditures

the Town may not have to use fund balance for either scenario for the FY21 budget as expenditures are projected to be lower than revenues in each projection.

For the projected expenditures for FY21, each department was asked to review each line item and look at expenditures that could be postponed and were not an immediate expense that would impact the health, safety, or welfare of our citizens. These amounts are then going to be placed into a COVID-19 reserve in each department and will be reviewed with the Town Manager and Financial Consultant in December to determine if funds can or need to be moved back into line items.

On Thursday, May 20, 2020 the Town's Department Managers presented the expenditure budget where Council reviewed every department's budget and had the opportunity to ask the Town Manager and Manager's any questions they may have. The highlights for the fiscal year 2020-2021 Budget are as follows:

- In FY20, the Town is estimating a revenue shortfall of \$834,129
- If economy continues to decline, the Town may face a revenue shortfall of \$632,754
- However, the State has given an allocation of \$787,458 through the AZCARES Act to help offset the revenue shortfall in FY20 and FY21 if economy does not improve.
- Appropriation for the equivalent of a 4% of annual salaries that can be used for range of 0-4% adjustment for salary increases in the COVID-19 Reserve
- ASRS increase from 12.11% to 12.22 %
- PSPRS increased from \$65,258 in FY20 to \$82,906 in FY21
- Contingency reserve increased from \$609,388 in FY20 to \$989,070

The tentative budget for 2020-2021 is in the amount of \$8,633,606 compared to \$9,038,062 in fiscal year 2019-20 (FY20) or a 4.48% decrease. The decrease is primarily a result of decreases in the general fund and depletion of the Library fund.

The public hearing and final budget adoption are scheduled for Thursday, June 16, 2020 at 5:30PM. We have given the Council the opportunity to review the entire proposed budget and address any questions you had.

The Town of Youngtown, like the majority of towns and cities across the Country, are facing the uncertainty of what COVID-19 will continue to bring to our economy. The AZCARES Act will help offset the FY20 revenue shortfall, but the Town will still be facing a revenue shortfall in FY21 if the economy does not improve or there is a second wave of COVID-19 in the fall.

This year, the Town will need to carefully monitor the budget and updates will be given to Council monthly as to the status of the Town's finances.

In summary, I would like to take this opportunity to thank the Mayor and Town Council for their guidance and support throughout the development of this proposed budget. With the Town's guidance, and Town's staff's collaborative effort, we were able to bring forward a balanced budget for fiscal year 2020-21.

I would also like to thank all the Town employees for the tremendous job they do every day in delivering services to the citizens of Youngtown. Special thanks go to the Department Managers for finding ways to continue to deliver quality services with limited resources.

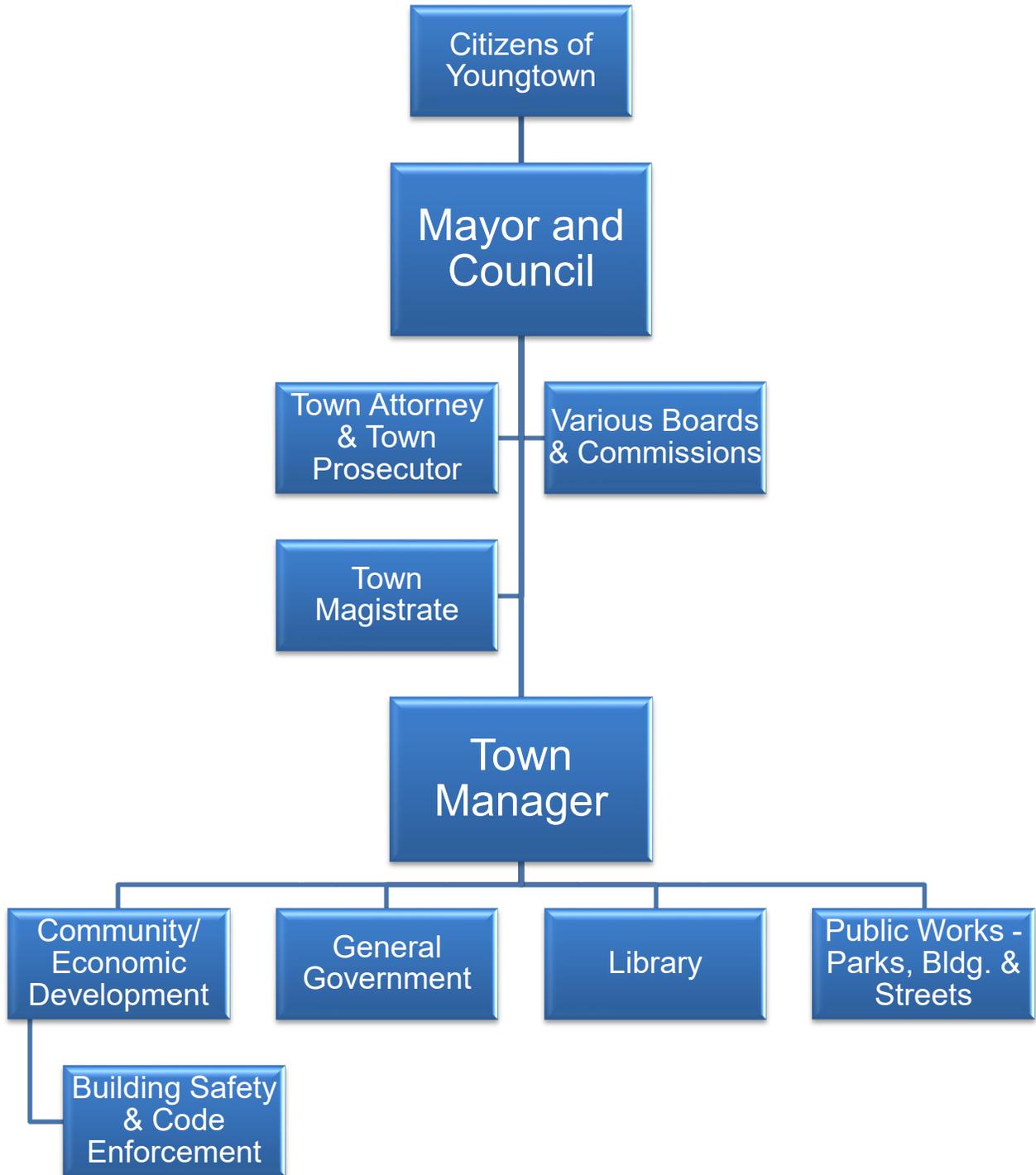
Respectfully submitted,

Jeanne Blackman
Town Manager

2020-21 TENTATIVE BUDGET

FUND	Adopted 2019-20 Budget	Estimated 2019-20 Expenditures	Proposed 2020-21 Budget	% increase (-decrease)
GENERAL	\$ 6,009,941	\$ 4,014,515	\$ 4,947,598	-17.68%
HIGHWAY USERS	\$ 679,317	\$ 845,788	\$ 1,231,202	81.24%
IMPACT FEES	\$ 83,260	\$ -	\$ -	N/A
LIBRARY IMPROVEMENT	\$ 109,169	\$ 39,248	\$ 70,000	-35.88%
GRANTS	\$ 2,007,720	\$ 875,000	\$ 2,049,900	2.10%
AGUA FRIA SLID	\$ 28,036	\$ 21,387	\$ 25,118	-10.41%
NYT SLID	\$ 95,443	\$ 72,173	\$ 84,669	-11.29%
AGUA FRIA RANCH FEES	\$ 25,176	\$ 25,176	\$ 225,118	794.19%
TOTAL ALL FUNDS	\$ 9,038,062	\$ 5,893,287	\$ 8,633,606	-4.48%

Youngtown Organizational Chart



Youngtown, Arizona

General Government

Proposed Budget
2020-2021



GENERAL GOVERNMENT DEPARTMENT PERSONNEL BUDGET 01-01-00 GENERAL FUND

Expenditures	Adopted	Audited	Adopted	Estimated	Proposed	Proposed Budget
	Budget	Actuals	Budget		Budget	with COVID-19
	FY2018-2019	FY2018-2019	FY2019-2020	FY2019-2020	FY2020-2021	Decrease
						FY2020-2021
General Government						
6110 Salaries, Regular	375,104	304,604	433,858	272,505	401,684	372,147
6112 Salaries, Overtime	10,000	7,231	10,000	3,466	5,000	8,000
6120 Council	66,000	76,474	82,800	81,030	82,800	82,800
6210 Employer Fica & Medicare Ex	34,509	28,810	40,289	27,300	37,446	28,469
6230 AZ State Retirement System	44,826	35,563	52,997	33,197	48,965	44,806
6240 Worker's Compensation	2,079	2,265	2,514	1,744	1,940	1,950
6250 Group Health Insurance	82,971	66,991	64,497	66,102	80,651	80,651
6252 Health Savings Account	1,300	1,300	1,300	1,233	1,300	1,300
6255 Life Insurance/AD&D	772	361	853	454	529	529
6256 LTD	722	489	895	485	732	670
6257 Dental Insurance	5,265	4,815	6,174	3,817	5,343	5,343
6258 Vision Insurance	1,682	1,278	1,851	1,126	1,399	1,399
6260 Unemployment Insurance	2,475	1,135	853	427	328	328
Sub-Total Personnel Costs	627,707	531,316	698,882	492,887	668,117	628,392

Personnel Costs Significant Budget Changes FY2020 to FY2021

- Acct. 6110 -6260 Salaries and Benefits:** Overall decrease from FY2020 to FY2021 is a result of staff turnover and salary adjustments. Increase from FY2021 Proposed Budget to FY2021 COVID-19 Budget is result of an appropriation for the equivalent of a 4% of annual salaries that can be used for a range of 0-4% adjustment for salary increases, and employee salary adjustments associated with the compensation study but only if economy improves this fiscal year. Benefits increase are because of employee insurance selection (single vs. family etc.) as well as increase in Arizona State Retirement System (ASRS) from 12.11% to 12.22% and an insurance increase of 4% for employers, 3% for employees.

GENERAL GOVERNMENT DEPARTMENT OPERATING BUDGET 01-01-00 GENERAL FUND

Expenditures	Adopted	Audited	Adopted	Estimated	Proposed	Proposed Budget	Proposed Budget
	Budget	Actuals	Budget		Budget	with COVID-19	Decrease
	FY2018-2019	FY2018-2019	FY2019-2020	FY2019-2020	FY2020-2021	FY2020-2021	FY2020-2021
7305 Supplies	23,000	33,086	26,000	17,000	17,000	17,000	12,750
7307 Postage	2,000	3,563	3,570	1,300	1,300	1,300	975
7335 Printing	2,000	1,332	1,428	1,455	1,455	1,455	901
7345 Legal Advertising	19,000	19,144	17,340	21,000	21,000	21,000	16,000
7351 Equipment Repair & Maint.	500	1,425	1,020	1,400	1,400	1,400	1,050
7352 Vehicle Repair & Maint.	4,000	469	357	100	100	100	75
7362 Comp. Sys. Maint./Upgrade	28,000	32,671	28,000	40,000	40,000	40,000	40,000
7455 Electricity		4,011	4,590	3,576	4,000	4,000	4,000
7460 Gas	650	595	612	490	490	490	490
7465 Water	1,500	1,304	1,122	1,293	1,150	1,150	1,150
7505 Telephones	7,392	3,815	3,755	3,655	3,655	3,655	3,655
7507 Cell Phones	2,000	7,126	9,000	6,148	6,148	6,148	6,148
7520 Internet Service Provider	1,800	2,084	2,040	3,541	3,541	3,541	3,541
7521 Website/Consultant	5,000	7,637	7,140	1,501	1,575	1,575	1,575
7575 Gas & Oil	-	44	-	-	102	102	80
7602 Community Relations	30,000	25,849	33,660	27,000	27,000	27,000	15,000
7606 Employee Relations	1,600	4,546	5,100	6,000	6,000	6,000	4,750
7672 Ins. Gen. (under/uninsured)	110,000	106,238	112,200	148,844	151,821	151,821	151,821
7674 Insurance, Claims	2,000		2,000	-	2,000	2,000	1,500
7702 Accounting/Auditing	45,000	39,000	35,700	18,000	25,700	25,700	25,700
7704 Engineering	57,000	45,651	46,920	50,394	42,000	42,000	31,500
7706 Legal Expense, Town	110,000	101,946	85,000	55,000	85,000	85,000	60,000
7708 Prosecutor	30,000	25,276	20,400	27,000	27,000	27,000	20,250
7714 Legal Expense, Environmenta	25,000	470	30,000	-	10,000	10,000	5,000
7718 Election Expense	6,000	1,523	-	-	3,000	3,000	2,000
7728 Consultant Services	60,000	63,705	45,000	105,275	75,000	75,000	75,000
7752 Dues, MAG	1,200	1,149	2,258	2,258	2,277	2,277	2,277
7754 Dues, League of Cities/Towns	7,675	7,675	8,108	8,018	8,060	8,060	8,060
7756 Dues/Subscriptions	15,000	4,806	5,100	4,700	4,700	4,700	3,500
7757 Ground Water Tax	10,000	47	10,000	57	10,000	10,000	-
7762 Training	3,500	2,968	3,060	70	500	500	375
7763 Mileage	1,500	2,242	2,500	2,500	2,500	2,500	2,000
7764 Travel, Meals, Lodging	9,000	7,228	8,000	4,000	4,000	4,000	-
7765 Meeting Registration	4,000	3,880	2,040	2,000	2,000	2,000	-
7766 Meeting Expenses	1,000	2,612	1,020	1,020	1,020	1,020	-
7779 Jail Expenses	32,000	14,148	10,000	26,582	27,911	27,911	26,467
7782 Bank Fees	1,200	530	1,020	1,020	1,020	1,020	1,020
7783 Records Retention	-	647	204	200	200	200	200
7810 Contingency	609,388		653,229		989,070	989,070	989,070
7810 PSPRS Unfunded Liability	802,855		843,178				
7818 Village Reporter	30,000	11,730	30,000	-	30,000	30,000	-
7914 Town Code Update	2,500	3,216	2,616	2,004	2,000	2,000	2,000
7933 Personnel Code Update	2,000		2,000	-	750	750	-
7939 Computer System Upgrade	22,000	16,229	23,460	17,878	17,890	17,890	17,890
7947 Special Projects	12,000	10,474	10,200	65,000	10,200	10,200	7,450
7954 RPTA Transit Expenses		72,352	68,000	42,144	58,665	58,665	58,665
Sub-Total Op. Sup. & Service	2,140,260	694,443	2,207,947	719,423	1,730,200	1,730,200	1,603,885

GENERAL GOVERNMENT DEPARTMENT OPERATING BUDGET 01-01-00 GENERAL FUND

Operating Budget Significant Budget Changes FY2020 to FY2021

- **7810-** Decrease from FY2020 to FY2021 Proposed budget is due to the reduction of contingency reserve for the PSPRS unfunded liability. If Council decides to pay down next year, the amount will be in carryforward fund balance.
- Most line items show a decrease from FY2020 to FY2021 Proposed Budget due to conservative budgeting. There is a further decrease from FY2021 Proposed Budget to FY2021 COVID-19 Budget in the event the economy does not improve over the next six months.

GENERAL GOVERNMENT DEPARTMENT CAPITAL BUDGET 01-01-00 GENERAL FUND

Expenditures	Adopted Budget FY2018-2019	Audited Actuals FY2018-2019	Adopted Budget FY2019-2020	Estimated FY2019-2020	Proposed Budget FY2020-2021
7930 Equipment	65,000	83,981	40,000	29,412	-
7932 Signage & Landscape	5,500	66,831	5,610	5,000	4,000
Sub-Total Operating Capital COVID-19 Reserve	70,500	150,812	45,610	34,412	4,000
TOTAL FOR 01-01-00 GEN. GOV.	2,838,467	1,376,571	2,952,439	1,246,722	2,402,316

Capital Significant Budget Changes FY2020 to FY2021

- 7930 – Decrease is a result of vehicle being purchased during FY2020
- 7932 – Decrease is a result of conservative budgeting.
- Overall COVID-19 reserve will be \$170,039

Youngtown, Arizona

Parks

Annual Budget

2020-2021



PARKS DEPARTMENT PERSONNEL BUDGET 01-03-00 GENERAL FUND

Expenditures	Adopted Budget FY2018-2019	Audited Actuals FY2018-2019	Adopted Budget FY2019-2020	Estimated FY2019-2020	Proposed Budget FY2020-2021	Proposed Budget with COVID-19 Decrease FY2020-2021
01-03-00 GENERAL FUND/PARKS						
6110 Salaries, Regular	26,002	26,981	27,040	24,667	28,122	27,040
6210 Employer Fica & Medicare Exp	1,989	2,036	2,069	2,056	2,151	2,069
6230 AZ State Retirement System	3,027	3,112	3,229	3,225	3,386	3,256
6240 Worker's Compensation	806	981	838	876	697	697
6250 Group Health Insurance	1,914	1,914	1,934	1,933	2,069	2,069
6255 Life Insurance/AD&D	27	17	27	29	29	29
6256 LTD	42	43	46	45	51	49
6257 Dental Insurance	149	147	162	162	171	171
6258 Vision Insurance	56	54	57	57	57	57
6260 Unemployment Insurance	63	20	20	21	8	8
Sub-Total Personnel Costs	34,076	35,305	35,421	33,069	36,741	35,444

Personnel Costs Significant Budget Changes F2020 to FY2021

- **Accts. 6110-6260 Salaries & Benefits** – Increases are a result of 0-4% potential wage increases that also increase benefits if economy improves over the next six months.

PARKS DEPARTMENT OPERATING BUDGET 01-03-00 GENERAL FUND

Expenditures	Adopted	Audited	Adopted	Estimated	Proposed	Proposed
	Budget	Actuals	Budget		Budget	Budget with COVID-19 Decrease
	FY2018-2019	FY2018-2019	FY2019-2020	FY2019-2020	FY2020-2021	FY2020-2021
7305 Supplies	4,000	5,731	5,381	5,300	5,300	3,975
7351 Equipment Repair & Maint.	4,500	3,323	4,590	2,691	3,000	2,250
7357 Lake Maintenance	22,000	19,690	20,910	4,388	5,000	3,750
7361 Landfill	3,500	4,136	23,570	4,000	4,000	3,000
7455 Electricity	20,349	20,899	20,756	20,756	21,171	21,171
7465 Water	42,745	57,001	43,600	54,292	54,929	41,356
7505 Telephone	350	12	357	-	-	-
7558 Equipment Rentals	250		255	-	-	-
7606 Employee Relations	100	64	102	-	-	-
7609 Park Maintenance	30,615	24,724	25,000	25,000	25,000	18,750
7610 AFR Park Maintenance	25,176	25,176	25,680	25,680	25,680	25,680
7762 Training	250		255	200	200	200
7772 Employee Related Testing (Licen	400		408	150	150	150
Sub-Total Op. Sup & Services	154,735	160,756	170,863	142,457	144,430	120,282

Significant Changes FY2020 to FY2021

- **Acct. 7361 Landfill** – Decreases are due to conservative budgeting in all line items.

PARKS DEPARTMENT CAPITAL BUDGET 01-03-00 GENERAL FUND

Expenditures	Adopted Budget FY2018-2019	Audited Actuals FY2018-2019	Adopted Budget FY2019-2020	Estimated FY2019-2020	Proposed Budget FY2020-2021	Proposed Budget with COVID-19 Decrease FY2020-2021
7940 Park Equipment			-			
7949 Parks Improvements	78,988	59,867	97,000	68,400	5,000	4,000
Sub-Total Operating Capital	78,988	59,867	97,000	68,400	5,000	4,000
COVID-19 Reserve						26,445
TOTAL 01-01-03 PARKS	267,799	255,928	303,284	243,926	186,171	186,171

Significant Changes FY2020 to FY2021

- **Acct. 7949 Parks Improvement** – Decrease due to conservative budgeting.
- **COVID-19 Reserve** will be \$26,445

AGUA FRIA RANCH BUDGET 07-03-00 AGUA FRIA RANCH FUND

Expenditures	Adopted Budget	Audited Actuals	Adopted Budget	Estimated	Proposed Budget
	FY2018-2019	FY2018-2019	FY2019-2020	FY2019-2020	FY2020-2021
07-03-00-					
7610 Aqua Fria Ranch Park Maint.	23,303	23,303	25,176	25,176	25,118
Total Operations	23,303	23,303	25,176	25,176	25,118
7975 MAG - LOCAL MATCH					
7810 Contingency					
7704 Engineering					
7975 Street Projects	75,000	75,000			200,000
Total Capital	75,000	75,000	-	-	-
TOTALS FOR AFR FEES FUND	98,303	98,303	25,176	25,176	225,118

Significant Changes FY2020 to FY2021

- **Acct. 7975 Street Projects-** Increase is result of appropriating fund balance in the event Council has a project in Aqua Fria Ranch to complete in FY2021.

Youngtown, Arizona

Courts

Annual Budget

2020-2021



COURTS - 01-05-00 PERSONNEL BUDGET GENERAL FUND

Expenditures	Adopted Budget	Audited Actuals	Adopted Budget	Estimated	Proposed Budget	Proposed Budget with COVID-19 Decrease
	FY2018-2019	FY2018-2019	FY2019-2020	FY2019-2020	FY2020-2021	FY2020-2021
01-05-0 GENERAL FUND/COURTS						
6110 Salaries, Regular	134,435	116,073	138,243	122,702	140,476	134,857
6112 Salaries, Overtime	500	7	500		-	-
6210 Employer Fica & Medicare Exp	10,323	8,337	10,614	9,100	10,746	10,317
6230 AZ State Retirement System	13,331	11,095	14,130	11,733	14,457	16,237
6240 Worker's Compensation	632	645	641	645	516	516
6250 Group Health Insurance	24,403	25,677	28,924	25,962	27,418	27,418
6255 Life Insurance/AD&D	245	128	245	171	173	173
6256 LTD	183	152	201	167	216	243
6257 Dental Insurance	1,316	1,309	1,282	1,282	1,350	1,350
6258 Vision Insurance	463	300	307	307	307	307
6260 Unemployment Insurance	571	183	244	183	101	101
Sub-Total Personnel Costs	186,403	163,906	195,330	172,252	195,761	191,518

Personnel Significant Budget Changes FY2020 to FY2021

- **Accts. 6110-6260 Salaries & Benefits** – Increases are a result of 0-4% for potential wage increases that also increase benefits as well as changes in employee insurance plans if the economy improves..

COURTS - 01-05-00 OPERATING BUDGET GENERAL FUND

Expenditures	Adopted Budget	Audited Actuals	Adopted Budget	Estimated	Proposed Budget	Proposed Budget with COVID-19 Decrease
	FY2018-2019	FY2018-2019	FY2019-2020	FY2019-2020	FY2020-2021	FY2020-2021
7305 Supplies	900	643	800	3,000	2,000	1,500
7307 Postage	550	278	500	350	375	350
7335 Printing	1,000	337	1,000	250	400	350
7362 Computer System Maintenance			2,250	2,250	2,250	2,250
7405 Minor Tools and Equipment	600		2,250	2,500	700	650
7455 Utilities - Electricity	4,500	3,714	4,500	4,000	3,750	3,750
7460 Utilities - Gas	200	231	200	200	200	200
7465 Utilities - Water	650	626	650	600	550	550
7505 Telephone	1,100	1,067	1,200	1,000	1,000	1,000
7702 Accounting/Auditing	1,500		1,500	4,000	-	-
7710 Legal Expenses, Defender	3,000	800	2,000	800	1,200	1,000
7729 Court Interpreter Services	800		800	200	400	200
7731 Court Security Services	4,000	3,623	4,000	4,000	4,500	4,000
7762 Training	250	1,041	1,200	735	1,200	1,000
7764 Travel, Meals, Lodging	3,500	765	3,500	-	3,000	2,500
7772 Jury Pool	600		600	600	600	600
7774 Jury Expense	150		150	150	150	150
7776 Law Books	1,200	768	1,200	1,200	1,200	1,200
7777 Court Enhancement Fund	3,000	4,500	2,000	500	1,000	1,000
7782 Bank Fees	3,500	2,460	3,200	1,700	1,700	1,700
Sub-Total Op. Sup & Services	31,000	20,853	33,500	28,035	26,175	23,950
COVID-19 Reserve						6,467
TOTAL COURTS	217,403	184,759	228,830	200,287	221,936	221,936

Operating Significant Budget Changes FY2020 to FY2021

- There were no significant budget changes.
- COVID-19 Reserve is \$6,467

Youngtown, Arizona

Buildings

Annual Budget

2020-2021



BUILDINGS DIVISION-PUBLIC WORKS PERSONNEL BUDGET 01-06-00 GENERAL FUND

Expenditures	Adopted	Audited	Adopted	Estimated	Proposed Budget	Proposed Budget
	Budget	Actuals	Budget			with COVID-19
	FY2018-2019	FY2018-2019	FY2019-2020	FY2019-2020	FY2020-2021	FY2020-2021
01-06-00 GENERAL FUND/BUILDINGS						
6110 Salaries, Regular	92,574	87,282	84,539	77,353	84,765	81,512
6112 Salaries, Overtime	200		200		-	-
6210 Employer Fica & Medicare Exp	7,097	6,442	6,483	6,707	6,485	6,236
6230 AZ State Retirement System	7,946	8,251	8,475	8,441	8,887	9,814
6240 Worker's Compensation	3,223	2,997	2,927	2,886	2,338	2,886
6250 Group Health Insurance	11,168	11,168	12,315	11,043	11,640	11,043
6255 Life Insurance/AD&D	109	92	109	116	117	116
6256 LTD		113	144	118	133	118
6257 Dental Insurance	598	593	648	648	683	648
6258 Vision Insurance	224	221	226	226	226	226
6260 Unemployment Insurance	444	170	142	177	59	177
Sub-Total Personnel	123,583	117,329	116,207	107,715	115,332	112,776

Personnel Significant Budget Changes FY2020 to FY2021

- **Accts. 6110-6260 Salaries & Benefits** – Increases are a result of 0-4% for potential wage increases that also increase benefits if the economy improves.

BUILDINGS DIVISION-PUBLIC WORKS OPERATING BUDGET 01-06-00 GENERAL FUND

Expenditures	Adopted	Audited	Adopted	Estimated	Proposed Budget	Proposed Budget
	Budget	Actuals	Budget			with COVID-19
	FY2018-2019	FY2018-2019	FY2019-2020	FY2019-2020	FY2020-2021	decrease
						FY2020-2021
7305 Supplies	4,000	3,455	4,000	3,850	3,500	2,625
7307 Postage		7		-	-	-
7352 Vehicle Repair & Maint.	6,000	2,404	500	135	200	150
7353 Building Repair & Maint.	35,000	35,521	25,500	38,500	22,500	18,750
7355 Janitorial Services	5,500	4,875	5,610	6,500	5,000	4,000
7362 Computer System Maint.			1,000	-	-	-
7405 Minor Tools and Equipment	300	319	300	198	200	150
7455 Electricity	13,050	8,772	13,000	9,000	9,000	9,000
7460 Gas	1,200	1,328	1,225	1,225	1,225	1,225
7465 Water/Sewer	2,904	3,514	3,000	3,000	3,000	3,000
7475 Refuse Collection	825	947	850	850	850	850
7505 Telephone	500	12	500			
7507 Cell Phones	1,300	1,972	1,300	1,300	1,300	1,300
7575 Gas and Oil	1,600	2,141	1,750	1,750	1,750	1,313
7585 Equipment Rentals	400		400	-	-	-
7587 Uniforms	1,300	1,368	1,300	1,300	1,300	1,300
7606 Employee Relations	600	313	600	129	-	-
7608 Civil Defense	8,000	6,103	5,000	6,800	6,500	6,500
Sub-Total Op. Sup & Services	82,479	73,051	65,835	74,537	56,325	50,163

Operating Significant Budget Changes FY2020 to FY2021

- Overall decreases are result of conservative budgeting.

BUILDINGS DIVISION-PUBLIC WORKS CAPITAL BUDGET 01-06-00 GENERAL FUND

Expenditures	Adopted Budget FY2018-2019	Audited Actuals FY2018-2019	Adopted Budget FY2019-2020	Estimated FY2019-2020	Proposed Budget FY2020-2021	Proposed Budget with COVID-19 decrease FY2020-2021
7940 Upgrades to Buildings	182,000	26,852	100,000	48,000	13,000	-
Sub-Total Operating Capital	182,000	26,852	100,000	48,000	13,000	-
COVID-19 Reserve						21,718
TOTAL 01-06-00 BUILDINGS	388,062	217,232	282,042	230,252	184,657	184,657

Capital Significant Budget Changes FY2020 to FY2021

- **Acct. 7940 Upgrades to Buildings** – Decreases are result of paring down projects.
- **COVID-19 Reserve is \$21,718**

Youngtown, Arizona

Library

Annual Budget

2020-2021



LIBRARY DEPARTMENT PERSONNEL BUDGET 01-16-00 – GENERAL FUND

Expenditures	Adopted	Audited	Adopted	Estimated	Proposed Budget	Proposed Budget
	Budget	Actuals	Budget			with COVID-19
	FY2018-2019	FY2018-2019	FY2019-2020	FY2019-2020	FY2020-2021	decrease
						FY2020-2021
01-16-01 GENERAL FUND/LIBRARY						
6110 Salaries, Regular	104,473	97,729	106,435	100,792	110,696	106,439
6210 Employer FICA & Medicare	7,992	7,464	8,142	7,022	8,468	8,143
6230 AZ State Retirement System	10,361	11,100	10,577	9,237	9,697	12,815
6240 Worker's Compensation	1,051	387	255	230	213	213
6250 Group Health Insurance	5,743	5,743	5,801	5,801	6,207	6,207
6255 Life Insurance/AD&D	82	78	82	57	58	58
6256 LTD	167	153	181	129	145	145
6257 Dental Insurance	599	757	253	253	266	266
6258 Vision Insurance	526	198	79	79	79	79
6260 Unemployment Insurance	762	183	244	164	101	101
Sub-Total Personnel	131,756	123,815	132,049	123,763	135,928	134,465

Personnel Costs Significant Budget Changes FY 2020 to FY 2021

- **Accts. 6110-6260 Salaries & Benefits** – Increases are a result of 0-4% for potential wage increases that also increase benefits if economy improves.

LIBRARY DEPARTMENT OPERATING BUDGET 01-16-00 – GENERAL FUND

Expenditures	Adopted Budget	Audited Actuals	Adopted Budget	Estimated	Proposed Budget	Proposed Budget with COVID-19 decrease
	FY2018-2019	FY2018-2019	FY2019-2020	FY2019-2020	FY2020-2021	FY2020-2021
7305 Supplies	2,500	3,551	2,500	3,100	2,500	1,875
7307 Postage	100	36	100	7	50	25
7320 Program Supplies	200	131	200	174	200	150
7335 Printing	50		100	-	50	25
7362 Computer System Maint.	1,000	890	1,000	300	300	250
7375 Books/Ebooks	1,500	2,562	2,100	1,000	1,000	750
7376 DVD's	500	826	500	500	500	375
7405 Minor Tools & Equipment	1,150	295	6,000	-	7,000	4,500
7455 Electricity	4,800	4,761	5,500	3,800	4,200	4,200
7460 Gas	1,000	718	1,000	500	600	600
7465 Water	1,000	1,243	1,200	1,100	1,200	1,200
7505 Telephone	1,500	1,119	1,500	800	1,000	1,000
7520 Internet Service Provider	1,500	2,115	2,000	2,000	2,000	1,500
7521 Security System Mo. Exp.	840		840	-	-	-
7602 Community Relations	800	817	900	226	500	-
7756 Dues/Subscriptions/Fees	200	268	300	300	300	75
7762 Training	200		200	50	100	-
7763 Mileage	50		50	-	-	-
7764 Travel, Meals and Lodging	150		500	-		
7765 Meeting registration	100		100	-		
7766 Meeting Expenses	200		200	-		
7816 Historical Museum	2,000		2,000	-	500	
Sub-Total Op. Sup & Services	21,340	19,332	28,790	13,857	22,000	16,525

Operating Significant Budget Changes FY 2020 to FY 2021

- Decreases are a result of conservative budgeting.

LIBRARY DEPARTMENT CAPITAL BUDGET 01-16-00

Expenditures	Adopted Budget FY2018-2019	Audited Actuals FY2018-2019	Adopted Budget FY2019-2020	Estimated FY2019-2020	Proposed Budget FY2020-2021	Proposed Budget with COVID-19 decrease FY2020-2021
Design & const. lib. addition	-		30,000		-	-
Sub-Total Operating Capital	-	-	30,000	-	-	-
COVID-19 Contingency						6,938
TOTAL 01-16-00 LIBRARY	153,096	143,147	190,839	137,620	157,928	157,928

Capital Significant Budget Changes FY 2020 to FY 2021

- Overall decrease is a result of conservative budgeting
- COVID-19 Reserve is \$6,938

LIBRARY DEPARTMENT 08-16-00 –LIBRARY IMPROVEMENT FUND

<u>Expenditures</u>	<u>Adopted</u> <u>Budget</u>	<u>Adopted</u> <u>Budget</u>	<u>Proposed</u> <u>Budget</u>	<u>Estimated</u>	<u>Proposed</u> <u>Budget</u>
<u>08-16-00-</u>	<u>FY2018-2019</u>	<u>FY2018-2019</u>	<u>FY2019-2020</u>	<u>FY2019-2020</u>	<u>FY2020-2021</u>
7405 Minor Tools & Equipment					
7939 Computer System Upgrade					
7930 Equipment		660			
7940 Building Upgrades	43,000		70,000	39,248	70,000
7810 Contingency Reserve	56,857		39,169		
Total Library Funds	100,517		109,169	39,248	70,000
TOTALS FOR 00-00-00 LIBRARY FUND	100,517		109,169	39,248	70,000

Improvement Fund Significant Budget Changes FY 2020 to FY 2021

- **Building Upgrade** – This account includes library room addition of \$70,000 if bids come in reasonable for the addition and a grant is received.

Youngtown, Arizona
Community & Economic Development
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COMMUNITY & ECONOMIC DEVELOPMENT DEPARTMENT PERSONNEL BUDGET 01-18-00

Expenditures	Adopted Budget FY2018-2019	Audited Actuals FY2018-2019	Adopted Budget FY2019-2020	Estimated FY2019-2020	Proposed Budget FY2020-2021	Proposed Budget with COVID-19 Decrease FY2020-2021
01-18-00 COMMUNITY & ECON DEVELOPMENT						
6110 Salaries, Regular	78,002	78,244	81,120	78,688	84,365	81,120
6210 Employer FICA & Medicare	5,967	5,772	6,206	5,979	6,454	6,206
6230 AZ State Retirement System	9,079	9,079	9,686	9,675	10,158	9,767
6240 Worker's Compensation	1,365	1,471	1,420	1,483	1,181	1,181
6250 Group Health Insurance	9,254	9,253	10,381	9,110	9,571	9,110
6255 Life Insurance	82	72	82	87	88	88
6256 LTD	125	125	138	135	152	146
6257 Dental Insurance	448	446	486	486	512	512
6258 Vision Insurance	168	166	170	170	170	170
6260 Unemployment Insurance	381	61	122	62	50	50
Sub-Total Personnel Costs	104,870	104,689	109,809	105,875	112,700	108,349

Personnel Significant Budget Changes FY2020 to FY2021

- **Accts. 6110-6260 Salaries & Benefits** – Increases are a result of 0-4% for potential wage increases that also increase benefits if economy improves.

COMMUNITY & ECONOMIC DEVELOPMENT DEPARTMENT OPERATING BUDGET 01-18-00

Expenditures	Adopted	Audited	Adopted	Estimated	Proposed Budget	Proposed Budget
	Budget	Actuals	Budget			with COVID-19
	FY2018-2019	FY2018-2019	FY2019-2020	FY2019-2020	FY2020-2021	FY2020-2021
7305 Supplies	3,000	3,577	7,000	3,282	4,000	3,000
7307 Postage	250	82	250	103	100	75
7335 Printing	3,000	1,924	3,000	148	500	375
7345 Legal Advertising	2,500	3,384	500	1,512	1,000	750
7351 Equipment Repair/Maint.	378		500	300	300	225
7352 Vehicle Repair/Maint.	1,500		1,000	1,042	1,000	750
7362 Computer System Maint.	4,000	1,800	3,000			
7455 Electricity	2,500	3,879	4,400	3,874	4,000	4,000
7460 Gas	700	480	500	430	500	450
7465 Water	500	509	500	429	500	500
7505 Telephone	1,000	272	750	271	300	300
7507 Cell Phones	750	649	750	868	870	870
7520 Internet Service Provider	250		250	-	-	-
7575 Gas/Oil	500	457	500	458	500	500
7587 Uniforms	200		200	-	-	-
7602 Comm. Relations Programs	11,000	5,144	16,000	10,000	10,000	10,000
7720 Contractor Services	19,000	58,135	55,000	55,000	55,000	55,000
7756 Dues & Subscription	2,000	5,021	5,000	3,655	4,000	3,500
7762 Training	3,200	729	3,200	1,582	1,500	1,000
7764 Travel, Meals, Lodging	2,000	866	2,000	1,079	1,000	500
7765 Meeting Registration	1,000	1,323	1,000	713	750	500
7766 Meeting Expenses	200	17	200	-	100	75
7772 Employee Related Testing	2,000		1,000	-	-	-
7822 Breakfast With The Mayor	1,200		1,200	-	500	-
7823 Dues-GPEC	3,100		3,300	3,227	3,232	3,232
Sub-Total Op. Sup & Services	65,728	88,248	111,000	87,972	89,652	85,602

Operating Significant Budget Changes FY 2019 to FY2020

- Overall decrease is a result of conservative budgeting.

COMMUNITY & ECONOMIC DEVELOPMENT DEPARTMENT OPERATING CAPITAL BUDGET

Expenditures	Adopted Budget FY2018-2019	Audited Actuals FY2018-2019	Adopted Budget FY2019-2020	Estimated FY2019-2020	Proposed Budget FY2020-2021	Proposed Budget with COVID-19 Decrease FY2020-2021
7930 Equipment						
7932 Signage & Landscape	100,000	97,340	275,000	275,000	50,000	10,000
7950 Consultant Plan Review	1,000	2,173	10,000	12,000	8,000	-
Sub-Total Operating Capital	101,000	99,513	285,000	287,000	58,000	10,000
COVID-19 Reserve						56,401
TOTAL 01-19-00 COMM.& ECON.DEV	271,598	292,450	505,809	480,847	260,352	260,352

Significant Changes FY2020 to FY2021

- Overall decrease a result of conservative budgeting and postponing projects.
- COVID-19 Reserve is \$56,401

Youngtown, Arizona Code Enforcement

Annual Budget
2020-2021



CODE ENFORCEMENT- 01-19-00 PERSONNEL BUDGET GENERAL FUND

Expenditures	Adopted	Audited	Adopted	Estimated	Proposed Budget	Proposed Budget
	Budget	Actuals	Budget			with COVID-19
	FY2018-2019	FY2018-2019	FY2019-2020	FY2019-2020	FY2020-2021	FY2020-2021
01-19GENERAL FUND/CODE ENFORCEMENT						
6110 Salaries, Regular	113,469	119,161	136,908	112,127	122,697	119,475
6112 Salaries, Overtime	11,000	894	11,000	1,401	11,000	11,000
6210 Employer Fica & Medicare Exp	9,522	8,944	10,473	8,743	10,228	8,298
6230 AZ State Retirement System	14,488	13,910	16,347	13,789	16,097	15,709
6240 Worker's Compensation	1,408	2,297	1,014	2,123	1,872	1,872
6250 Group Health Insurance	11,073	23,670	26,563	21,846	28,714	28,714
6255 Life Insurance/AD&D	245	188	245	209	263	263
6256 LTD	199	191	245	193	241	235
6257 Dental Insurance	863	1,320	1,224	1,129	1,865	1,865
6258 Vision Insurance	226	409	418	389	509	509
6260 Unemployment Insurance	571	275	183	92	76	76
6270 Public Safety Retirement	59,840	59,840	65,258	65,258	82,906	82,906
Sub-Total Personnel	222,903	231,099	269,877	227,299	276,467	270,923

Personnel Significant Budget Changes FY2020 to FY2021

- **Accts. 6110-6260 Salaries & Benefits** – Increases are a result of increased responsibilities for code enforcement team and 0-4% for potential wage increases that also increase benefits if the economy improves.

CODE ENFORCEMENT– 01-19-00 OPERATING BUDGET GENERAL FUND

Expenditures	Adopted	Audited	Adopted	Estimated	Proposed Budget	Proposed Budget
	Budget	Actuals	Budget			with COVID-19
	FY2018-2019	FY2018-2019	FY2019-2020	FY2019-2020	FY2020-2021	Decrease
						FY2020-2021
7305 Supplies	-	553	1,500	1,227	1,500	1,000
7307 Postage	800	1,941	2,200	1,729	1,650	1,650
7335 Printing	750	2,004	3,000	568	1,000	-
7345 Legal Advertising	3,200	576	3,000	720	1,000	750
7351 Equipment Repair & Maint.	6,000	1,817	3,000	93	1,000	750
7352 Vehicle Repair & Maint.	7,000	3,613	1,500	1,690	1,500	1,125
7362 Computer System Maint.	1,000	5,604	1,000	123	500	375
7405 Minor Tools and Equipment	200	275	500	100	200	150
7455 Electricity	7,000	6,534	7,000	6,000	6,000	6,000
7460 Gas	200	231	200	177	200	200
7465 Water	500	626	500	532	500	500
7505 Telephone	5,000	3,356	4,000	2,446	4,000	4,000
7507 Cell Phone	4,300	3,879	3,500	3,037	3,500	3,500
7520 Internet Service Provider	1,000		1,000	-	-	-
7575 Gas and Oil	3,000	2,751	3,000	2,272	2,000	2,000
7587 Uniforms	1,000	758	500	894	500	250
7602 Community Relations	750		1,000	250	250	200
7710 Patrol Services	1,047,734	1,047,724	1,140,072	1,140,072	1,209,203	1,209,203
7712 Legal Expense	315		500	-	-	-
7756 Dues/Subscriptions	2,000	1,783	2,000	1,200	500	250
7762 Training	3,000	2,820	4,000	988	1,000	750
7764 Travel, Meals, Lodging	500		1,500	211	250	200
7765 Community Service Program	500	500	1,000	500	500	250
7766 Meeting Expenses	250	75	250	97	250	187
7780 Animal Control IGA	9,996	9,996	10,496	10,996	10,996	10,996
7781 Emergency Operations Center	1,500	1,475	1,500	1,522	1,522	1,522
Sub-Total Operating Supplies & Services	1,107,495	1,098,891	1,197,718	1,177,443	1,249,521	1,245,808

Operating Significant Budget Changes FY2020 to FY2021

- **Acct. 7710 – Increase is due to the increase of patrol services contract with Maricopa County.**
- **Overall decrease in other line items is due to conservative budgeting.**

CODE ENFORCEMENT– 01-19-00 CAPITAL BUDGET GENERAL FUND

	Adopted Budget FY2018-2019	Audited Actuals FY2018-2019	Adopted Budget FY2019-2020	Estimated FY2019-2020	Proposed Budget FY2020-2021	Proposed Budget with COVID-19 Decrease FY2020-2021
Expenditures						
7930 Equipment	-	3,115	73,000	64,119	-	-
7949 Violations-Cleanup	6,000	32,903	6,000	6,000	6,000	4,500
Sub-Total Operating Capital	6,000	36,018	79,000	70,119	6,000	4,500
COVID-19 Reserve						10,758
TOTAL 01-19-00 CODE ENFORCEMENT	1,336,398	1,366,008	1,546,596	1,474,862	1,531,988	1,531,988

Capital Significant Budget Changes FY2020 to FY2021

- COVID-19 Reserve is \$10,758

Youngtown, Arizona

HURF

Annual Budget

2020-2021



STREETS DIVISION PERSONNEL BUDGET 04-00-00 HURF FUND

HURF-Streets Expenditures	Adopted Budget FY2018-2019	Audited Actuals FY2018-2019	Adopted Budget FY2019-2020	Estimated FY2019-2020	Proposed Budget FY2020-2021	Proposed Budget with COVID-19 decrease FY2020-2021
04-00-00-						
6110 Street Department						
6112 Salaries, Regular	65,596	68,490	68,418	66,964	70,953	68,224
6210 Salaries, Overtime	200		-		200	200
6230 Employer Fica & Medicare Exp	5,033	4,655	5,234	4,550	5,443	5,219
6240 AZ State Retirement System	7,659	7,958	8,169	8,136	8,567	8,214
6250 Worker's Compensation	2,040	2,382	2,121	2,210	1,765	1,765
6252 Group Health Insurance	1,914	11,121	11,725	11,131	11,671	11,671
6255 Health Savings Account		650	650	650	650	650
6256 Life Insurance/AD&D	109	92	109	116	117	117
6257 LTD	105	109	116	113	128	123
6258 Dental Insurance	581	593	648	648	683	683
6260 Vision Insurance	224	221	226	226	226	226
6260 Unemployment Insurance	254	81	81	67	34	34
7305 Sub-Total Personal Costs	83,714	96,352	97,498	94,812	100,436	97,125

Personnel Significant Budget Changes FY2020 to FY2021

- Accts. 6110-6260 Salaries & Benefits – Increases are a result of increased responsibilities for public works staff and 0-4% for potential wage increases that also increase benefits as well as employee insurance plan changes if economy improves.

OPERATING BUDGET 04-0-00 HURF FUND

HURF-Streets Expenditures	Adopted Budget FY2018-2019	Audited Actuals FY2018-2019	Adopted Budget FY2019-2020	Estimated FY2019-2020	Proposed Budget FY2020-2021	Proposed Budget with COVID-19 decrease FY2020-2021
7345 Supplies	300	328	306	244	244	163
7351 Legal Advertising	100		102	102	102	77
7352 Equipment Repair & Maintenance	3,500	2,563	3,570	2,000	2,500	1,875
7354 Vehicle Repair & Maintenance	750	1,426	1,224	1,224	1,200	900
7356 Streets Repair	170,000	117,611	200,000	200,000	200,000	150,000
7358 Street Sweeping	10,500	10,500	10,710	10,500	10,500	7,875
7405 Weed Control	3,200	1,089	3,264	2,000	2,000	1,500
7455 Minor Tools and Equipment	200	87	204	244	200	150
7507 Telephone	350	12	102	100	100	75
7672 Gas and Oil	1,800	2,205	1,836	1,600	1,600	1200
7702 Insurance, General	4,000		4,080		4,080	4080
7755 Accounting/Auditing	8,000	8,000	8,160	8,000	10,000	8000
7762 ADEZ MS4 Permit	2,500	2,500	2,550	2,500	2,500	2500
7772 Training	200	308	408	200	200	150
Contingency Reserve	43,179		46,304			
7923 Sub-Total Op. Sup. & Services	248,579	146,629	282,820	228,714	235,226	178,545

Operating Significant Budget Changes FY2020 to FY2021

- Overall decrease is a result of conservative budgeting.

CAPITAL BUDGET 04-00-00 HURF FUND

HURF-Streets Expenditures	Adopted Budget FY2018-2019	Audited Actuals FY2018-2019	Adopted Budget FY2019-2020	Estimated FY2019-2020	Proposed Budget FY2020-2021	Proposed Budget with COVID-19 decrease FY2020-2021
7926 Storm Water & Erosion			1,000			
7936 RPTA Grant Transit Amenities	90,000	20,057	18,000	22,262	17,886	17886
7938 CDBG Local Match	50,000	102	80,000	500,000	50,000	50000
7975 Street Improvement Project	94,272	193,261	200,000		827,654	786553
TOTAL HUR Sub-Total Operating Capital	234,272	213,420	298,000	522,262	895,540	854,439
TOTAL HURF FUND EXPENDITURES	566,565	456,401	679,317	845,788	1,231,202	1,130,109

Capital Significant Budget Changes FY2020 to FY2021

- Increase in Street Improvement projects is to appropriate fund balance if street projects can be completed.

Youngtown, Arizona

Grant Booklet

Annual Budget

2020-2021



GRANTS 11-0-00 GRANT FUND

	Adopted Budget	Audited Actuals	Adopted Budget	Estimated	Proposed Budget
	FY 2018-2019	FY2018-2019	FY2019-2020	FY2019-2020	FY2020-2021
11-00-00-Grants					
7365 DEA-RICO Equipment	11,102		11,102		11,700
Library Grant			38,200		38,200
7802 Misc CDBG-Str Lghts/Sidewalks	781,000	288,290	800,000	875,000	500,000
7810 Contingency Reserve	1,500,000	-	1,158,418		1,500,000
TOTALS FOR GRANT FUNDS	2,292,102	288,290	2,007,720	875,000	2,049,900

Significant Budget Changes FY2020 to FY2021

- There are no significant budget changes in FY2020-2021