

**REGULAR MEETING OF THE  
FLAGSTAFF DOWNTOWN BUSINESS IMPROVEMENT  
AND REVITALIZATION DISTRICT**

**Tuesday, May 24, 2016 – 10:00 AM  
Staff Conference Room – Second Floor  
Flagstaff City Hall – 211 West Aspen, Flagstaff, Arizona**

**A G E N D A**

**NOTICE OF OPTION TO RECESS INTO EXECUTIVE SESSION**

*Pursuant to A.R.S. §38-431.02, notice is hereby given to the members of the FDBIRD Board of Directors and to the general public that, at this meeting, the Board may vote to go into executive session, which will not be open to the public, for legal advice and discussion with the District's attorney on any item listed on the following agenda, pursuant to A.R.S. §38-431.03(A)(3).*

1. Call to Order
2. Roll Call
3. Approval of Minutes of the Board meeting of April 5, 2016.
4. Approval of Financial Statements for March 2016.
5. Consideration of Resolution No. 2016-02: A RESOLUTION OF THE DISTRICT BOARD OF THE FLAGSTAFF DOWNTOWN BUSINESS IMPROVEMENT AND REVITALIZATION DISTRICT (DISTRICT) ADOPTING THE TENTATIVE ESTIMATES OF THE AMOUNTS REQUIRED FOR THE PUBLIC EXPENSE FOR THE DISTRICT FOR THE FISCAL YEAR 2016-2017; ADOPTING A TENTATIVE BUDGET; SETTING FORTH THE RECEIPTS AND EXPENDITURES; THE AMOUNT PROPOSED TO BE RAISED BY DIRECT PROPERTY TAXATION; AND GIVING NOTICE OF THE TIME FOR HEARING TAXPAYERS
6. Approval of Audit Contract between FDBIRD and Hinton Burdick.
7. Monthly Update by FDBA Executive Director Terry Madeksza.
8. PUBLIC PARTICIPATION  
  
*Public Participation enables the public to address the Board about an item that is not on the agenda. Comments relating to items that are on the agenda will be taken at the time that the item is discussed.*
9. Report of Board of Directors.
10. Adjournment

**CERTIFICATE OF POSTING OF NOTICE**

The undersigned hereby certifies that a copy of the foregoing notice was duly posted at Flagstaff City Hall on \_\_\_\_\_, at \_\_\_\_\_ a.m./p.m. in accordance with the statement filed by the Board with the District Clerk.

\_\_\_\_\_  
Elizabeth A. Burke, MMC, District Clerk

**REGULAR MEETING OF THE  
FLAGSTAFF DOWNTOWN BUSINESS IMPROVEMENT  
AND REVITALIZATION DISTRICT**

**Tuesday, April 5, 2016 – 10:00 AM  
Staff Conference Room – Second Floor  
Flagstaff City Hall – 211 West Aspen, Flagstaff, Arizona**

**M I N U T E S**

**NOTICE OF OPTION TO RECESS INTO EXECUTIVE SESSION**

*Pursuant to A.R.S. §38-431.02, notice is hereby given to the members of the FDBIRD Board of Directors and to the general public that, at this meeting, the Board may vote to go into executive session, which will not be open to the public, for legal advice and discussion with the District's attorney on any item listed on the following agenda, pursuant to A.R.S. §38-431.03(A)(3).*

**1. Call to Order**

Chairman Stilley called the meeting to order at 10:15 a.m.

**2. Roll Call**

**BOARD MEMBERS PRESENT:**

David Stilley, Chairman  
Karen Kinne-Herman, Vice Chairman (telephonically)  
John VanLandingham, Member

**BOARD MEMBERS ABSENT:**

Antoinette Beiser, Member  
Tim Kinney, Member

Others present: District Attorney Dana Kjellgren; District Treasurer Brandi Suda; District Clerk Elizabeth Burke; Terry Madeksza, DBA Director.

**3. Approval of Minutes of the Board meeting of February 2, 2016.**

**Chairman Stilley moved to approve the minutes of February 2, 2016; seconded; passed unanimously.**

**4. Approval of Financial Statements for:**

- A. January 2016
- B. February 2016

**Chairman Stilley moved to approve the Financial Statements for January 2016 and February 2016 as presented; seconded; passed unanimously.**

**5. Discussion of FY16-17 Budget.**

Ms. Suda distributed a proposed budget for 2017 for discussion. She said that it was prepared assuming a flat property tax assessment. She said that it was less than in the

past because their carry forward was going down. The FY16 estimates included assessments that came in slightly different because of last minute value changes. The payment in lieu of taxes from the County and City also came down slightly.

She noted that she built in a \$20,000 contingency fee because it was a tight budget and she wanted to give them some flexibility to address an emergency or last minute project.

Vice Chairman Kinne-Herman asked when the payment for the infrastructure project kicked in. Ms. Madeksza said that it would be completed in June and Ms. Suda added that it would then be paid in June.

Member VanLandingham said that in going back to the formation of the district, the intention was to have a flat tax collection of \$168,000. As property valuations change, the question has been raised about values going up with a new Marriott Hotel within the district and its impact. He said that if the total tax collected remained the same, then math would dictate that everyone's slice of the pie would decrease, but they would also have the opportunity to look at it to raise the overall collection of the district. All agreed that this was something to keep in mind as they moved forward.

**6. Consideration of Resolution No. 2016-01: A RESOLUTION OF THE DISTRICT BOARD OF THE FLAGSTAFF DOWNTOWN BUSINESS IMPROVEMENT AND REVITALIZATION DISTRICT OF FLAGSTAFF AMENDING SECTION 3 OF RESOLUTION NO. 2014-04 ADOPTED MAY 6, 2014, AND AMENDED BY RESOLUTION NO. 2015-03 ADOPTED FEBRUARY 3, 2015, WITH REGARD TO AUTHORIZED SIGNATORIES**

After brief discussion, it was agreed that the signers should be the Chairman Stilley, Vice Chairman Kinne-Herman and Member VanLandingham, with checks over \$5,000 also signed by the Treasurer Brandi Suda.

**Vice Chairman Kinne-Herman moved to adopt Resolution No. 2016-01 as noted above; seconded; passed unanimously.**

**7. Discussion and Possible Action re a Planning Calendar for 2016 and Future Agenda Items.**

Ms. Kjellgren said that she had suggested this be placed on the agenda to consider putting together a calendar for upcoming meetings to address the budget, as well as future agenda items for discussion.

Ms. Suda reviewed the dates previously discussed for the budget – the tentative budget would be approved on May 24 and the final budget on June 7. She would check into when the property tax could be adopted and see if she could include that with the June 7 meeting.

Chairman Stilley said that he and Vice Chairman Kinne-Herman had discussed the need to provide for a discussion of transect zoning and decided that today's meeting was not

the most appropriate forum; however, the sooner they could get that on the agenda for a general discussion of transect zoning as it applies and impacts downtown the better. Ms. Burke noted that there would be a presentation made to Council in the future and they may want to consider attending that for informational purposes prior to holding their discussion.

Ms. Burke will gather the budget dates from Ms. Suda and upcoming meeting dates to distribute to the members and look into the date of the transect zoning presentation, with the understanding that this item would be placed on a future agenda.

**8. Monthly Update by FDBA Executive Director Terry Madeksza.**

Ms. Madeksza gave an update on a few items:

**Identity/Branding:** The DBA has kicked off a process to develop an identity, a brand, that will result in a logo and tagline to be used. She said that it is a very inclusive project and she wanted to get the downtown community's input as to how they feel about the downtown. She said that they should have something to look at in May.

**Infrastructure Project:** The project is scheduled to be on time. They will have bike racks going in throughout the district. They have had to change the design a little based on the space on the sidewalk in the locations being chosen. In some cases, the design was too big and was obstructive on the sidewalk. They settled on having bike racks that say FLG, double-metal bars that are easy to install.

She said that one question that has come up is whether the Board would like to see the colors that are eventually chosen for the branding and logo incorporated into the bike racks. It was noted that a color would allow them to have a graffiti-resistant covering, but if they went with a metal finish they could still include a clear coat to provide for graffiti-resistance.

Ms. Madeksza said that the options would be: 1) municipal green; 2) rusted metal which could be clear coated and graffiti-proof; 3) black; or 4) bright colors to coincide with the logo. She said that she does not know what those colors will be and probably will not know until early May. She has a team advising, and she could send out the artwork subsequent to this meeting so they could see how it fits in with the downtown. She said that based on discussion with the DBA Board at the April 14 meeting she can ask for feedback at that time.

Vice Chairman Kinne-Herman said that her greatest concern is with durability, and then color. She would prefer they not go with the rustic metal look. She sees that looking to the past rather than to the future.

Ms. Madeksza said that they are scheduled to be completed by June 4, and they do have the City's approval to the locations and the City is helping in the installation.

**Heritage Square Trust:** She then asked for assistance with moving forward with programming at Heritage Square. She said that the Heritage Square Trust (HST) has received 501c3 status, and their goal is to have the HST provide the programming at the Square rather than having to go through the cumbersome process with the City. She said that she has brought up the idea with the City, and while the City is open to the concept their initial response was no.

She asked that the members give some consideration to how they could move the City forward to a yes response. Discussion was held on which entity would be the best to work with the City—the FDBIRD, the DBA or the HST. Ms. Kjellgren said that they would need to address it differently depending on the entity eventually chosen. She also reminded them that the First Amendment issue would need to be considered as well.

It was agreed that having vitality at the Square was the goal of the district, and there was a need to meet with the City to get a better understanding of what the obstacles are and if there was a way to work through them.

Vice Chairman Kinne-Herman left the meeting at this time (10:55 a.m.), resulting in a lack of quorum.

Ms. Madeksza noted that Aspen Place is not going to have these same issue and they will be programming events and will be able to recruit for them. She said that the downtown should be at the center of all activity, but they are going to see things moving.

**Arizona Gives Day:** Ms. Madeksza also noted that today was Arizona Gives Day, one day of the year to promoting giving to nonprofits in the State, and she asked everyone to help spread the word to consider donating to the HST.

Ms. Madeksza also noted that the DBA continues to expand and are bringing on staff.

9. PUBLIC PARTICIPATION

*Public Participation enables the public to address the Board about an item that is not on the agenda. Comments relating to items that are on the agenda will be taken at the time that the item is discussed.*

None

10. Report of Board of Directors.

None

11. Adjournment

The Regular Meeting of the Flagstaff Downtown Business Improvement and Revitalization District held April 5, 2016, adjourned at 11:04 a.m.

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David Stilley, Chairman

ATTEST:

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Elizabeth A. Burke, District Clerk

DRAFT



## Johanna Klomann, CPA, PLLC

419 W Aspen Ave, Flagstaff, AZ 86001

ITEM 4

(Office) 928-774-8995

(Fax) 866-706-1017

KlomannCPA.com

### Flagstaff Downtown Business Improvement

Dear Board of Directors:

I have prepared the accompanying balance sheet of Flagstaff Downtown Business Improvement (a not for profit organization) as of March 31, 2016, and the related Budget to Actual Income Statement on the accrual basis of accounting, as well as a General Ledger in accordance with Statements on Standards for Accounting and Review Services issued by the American Institute of Certified Public Accountants. I have not audited, reviewed or compiled the accompanying financial statements and, accordingly, do not express an opinion or provide any assurance about whether the financial statements are in accordance with U.S. generally accepted accounting principles.

Management is responsible for the preparation and fair presentation of the financial statements in accordance with U.S. generally accepted accounting principles and for designing, implementing, and maintaining internal control relevant to the preparation and fair presentation of the financial statements.

Management has elected to omit substantially all of the disclosures ordinarily included in financial statements prepared in accordance with U.S. generally accepted accounting principles. If the omitted disclosures were included in the financial statements, they might influence the user's conclusions about the organization's assets, liabilities, net assets, revenue, and expenses. Accordingly, the financial statements are not designed for those who are not informed about such matters.

Johanna Klomann, CPA

April 19, 2016

2:56 PM

04/19/16

Accrual Basis

**FDBIRD**  
**Balance Sheet**  
**As of March 31, 2016**

	<u>Mar 31, 16</u>
<b>ASSETS</b>	
Current Assets	
Checking/Savings	
BBVA Checking	39,931.55
BBVA Money Mkt	104,814.39
Total Checking/Savings	<u>144,745.94</u>
Total Current Assets	<u>144,745.94</u>
<b>TOTAL ASSETS</b>	<b><u>144,745.94</u></b>
<b>LIABILITIES &amp; EQUITY</b>	
Equity	
Unrestricted Net Assets	107,567.94
Net Income	37,178.00
Total Equity	<u>144,745.94</u>
<b>TOTAL LIABILITIES &amp; EQUITY</b>	<b><u>144,745.94</u></b>



**FDBIRD**  
**Budget to Actual Income Statement**  
 July 2015 through March 2016

	Jul '15 - Mar 16	Budget	\$ Over Budget
<b>Ordinary Income/Expense</b>			
<b>Income</b>			
BID Prop. Tax Assess. May	44,856.00	63,749.00	-18,893.00
BID Prop. Tax Assess. Nov.	35,613.00	63,749.00	-28,136.00
Carry Forwards	0.00	112,163.00	-112,163.00
City of Flagstaff	12,201.00	12,373.00	-172.00
Coconino County	28,730.00	28,888.00	-158.00
Interest Earned	474.84		
<b>Other Contributions</b>			
City of Flagstaff IGA	0.00	0.00	0.00
One Time Infrastructure Project	0.00	25,000.00	-25,000.00
<b>Total Other Contributions</b>	0.00	25,000.00	-25,000.00
<b>Total Income</b>	121,874.84	305,922.00	-184,047.16
<b>Expense</b>			
<b>District Formation Expenses</b>			
Election Expenses	564.30		
One Time Infrastructure Project	0.00	25,000.00	-25,000.00
<b>Total District Formation Expenses</b>	564.30	25,000.00	-24,435.70
<b>Management Overhead</b>	79,321.88	158,500.00	-79,178.12
Dues & Subscriptions	0.00	450.00	-450.00
Insurance	1,664.00	5,700.00	-4,036.00
<b>Total Overhead</b>	1,664.00	6,150.00	-4,486.00
<b>Professional Services</b>			
Accounting (Audit & Tax)	0.00	9,000.00	-9,000.00
Bookkeeping	669.16	1,200.00	-530.84
Contract Clerk & Treasurer	937.50	2,400.00	-1,462.50
Legal Counsel	1,540.00	3,000.00	-1,460.00
Parking Development	0.00	25,000.00	-25,000.00
<b>Total Professional Services</b>	3,146.66	40,600.00	-37,453.34
<b>Website</b>	0.00	0.00	0.00
<b>Total Expense</b>	84,696.84	230,250.00	-145,553.16
<b>Net Ordinary Income</b>	37,178.00	75,672.00	-38,494.00
<b>Net Income</b>	37,178.00	75,672.00	-38,494.00

2:57 PM

04/19/16

Accrual Basis

**FDBIRD**  
**General Ledger**  
**As of March 31, 2016**

Type	Date	Num	Adj	Name	Memo	Split	Debit	Credit	Balance
<b>BBVA Checking</b>									40,003.43
Check	03/25/2016	1044		Sage Brush Traders		Management		71.88	39,931.55
Total BBVA Checking							0.00	71.88	39,931.55
<b>BBVA Money Mkt</b>									104,114.89
Deposit	03/15/2016				Deposit	BID Prop. Tax ...	699.50		104,814.39
Total BBVA Money Mkt							699.50	0.00	104,814.39
<b>Furniture and Equipment</b>									0.00
Total Furniture and Equipment									0.00
<b>Marketable Securities</b>									0.00
Total Marketable Securities									0.00
<b>Other Assets</b>									0.00
Total Other Assets									0.00
<b>Security Deposits Asset</b>									0.00
Total Security Deposits Asset									0.00
<b>Accounts Payable</b>									0.00
Total Accounts Payable									0.00
<b>Payroll Liabilities</b>									0.00
Total Payroll Liabilities									0.00
<b>Other Liabilities</b>									0.00
Total Other Liabilities									0.00
<b>Opening Balance Equity</b>									0.00
Total Opening Balance Equity									0.00
<b>Perm. Restricted Net Assets</b>									0.00
Total Perm. Restricted Net Assets									0.00
<b>Temp. Restricted Net Assets</b>									0.00
Total Temp. Restricted Net Assets									0.00
<b>Unrestricted Net Assets</b>									-107,567.94
Total Unrestricted Net Assets									-107,567.94
<b>BID Prop. Tax Assess. May</b>									-44,856.00
Total BID Prop. Tax Assess. May									-44,856.00
<b>BID Prop. Tax Assess. Nov.</b>									-34,913.50
Deposit	03/15/2016				Deposit	BBVA Money Mkt		699.50	-35,613.00
Total BID Prop. Tax Assess. Nov.							0.00	699.50	-35,613.00
<b>Carry Forwards</b>									0.00
Total Carry Forwards									0.00
<b>City of Flagstaff</b>									-12,201.00
Total City of Flagstaff									-12,201.00
<b>Coconino County</b>									-28,730.00
Total Coconino County									-28,730.00
<b>Events</b>									0.00
Total Events									0.00
<b>Grants</b>									0.00
Total Grants									0.00
<b>Interest Earned</b>									-474.84
Total Interest Earned									-474.84
<b>Other Contributions</b>									0.00
City of Flagstaff IGA									0.00
Total City of Flagstaff IGA									0.00
<b>One Time Infrastructure Project</b>									0.00
Total One Time Infrastructure Project									0.00
<b>Other Contributions - Other</b>									0.00
Total Other Contributions - Other									0.00
Total Other Contributions									0.00
<b>Sponsorships</b>									0.00
Total Sponsorships									0.00
<b>District Formation Expenses</b>									564.30
Election Expenses									564.30
Total Election Expenses									564.30
<b>One Time Infrastructure Project</b>									0.00
Total One Time Infrastructure Project									0.00

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04/19/16

Accrual Basis

**FDBIRD**  
**General Ledger**  
 As of March 31, 2016

Type	Date	Num	Adj	Name	Memo	Split	Debit	Credit	Balance
<b>District Formation Expenses - Other</b>									0.00
Total District Formation Expenses - Other									0.00
Total District Formation Expenses									564.30
<b>Management</b>									79,250.00
Check	03/25/2016	1044		Sage Brush Traders	Web hosting s...	BBVA Checking	71.88		79,321.88
Total Management							71.88	0.00	79,321.88
<b>Overhead</b>									1,664.00
<b>Dues &amp; Subscriptions</b>									0.00
Total Dues & Subscriptions									0.00
<b>Insurance</b>									1,664.00
Total Insurance									1,664.00
<b>Overhead - Other</b>									0.00
Total Overhead - Other									0.00
Total Overhead									1,664.00
<b>Payroll Expenses</b>									0.00
Total Payroll Expenses									0.00
<b>Professional Services</b>									3,146.66
<b>Accounting (Audit &amp; Tax)</b>									0.00
Total Accounting (Audit & Tax)									0.00
<b>Bookkeeping</b>									669.16
Total Bookkeeping									669.16
<b>Contract Clerk &amp; Treasurer</b>									937.50
Total Contract Clerk & Treasurer									937.50
<b>Legal Counsel</b>									1,540.00
Total Legal Counsel									1,540.00
<b>Parking Development</b>									0.00
Total Parking Development									0.00
<b>Professional Services - Other</b>									0.00
Total Professional Services - Other									0.00
Total Professional Services									3,146.66
<b>Website</b>									0.00
Total Website									0.00
<b>Ask My Accountant</b>									0.00
Total Ask My Accountant									0.00
<b>No acct</b>									0.00
Total no acct									0.00
<b>TOTAL</b>							<b>771.38</b>	<b>771.38</b>	<b>0.00</b>

**FLAGSTAFF DOWNTOWN BUSINESS IMPROVEMENT  
AND REVITALIZATION DISTRICT  
OF FLAGSTAFF, ARIZONA**

RESOLUTION NO. 2016-02

A RESOLUTION OF THE DISTRICT BOARD OF THE FLAGSTAFF DOWNTOWN BUSINESS IMPROVEMENT AND REVITALIZATION DISTRICT (DISTRICT) ADOPTING THE TENTATIVE ESTIMATES OF THE AMOUNTS REQUIRED FOR THE PUBLIC EXPENSE FOR THE DISTRICT FOR THE FISCAL YEAR 2016-2017; ADOPTING A TENTATIVE BUDGET; SETTING FORTH THE RECEIPTS AND EXPENDITURES; THE AMOUNT PROPOSED TO BE RAISED BY DIRECT PROPERTY TAXATION; AND GIVING NOTICE OF THE TIME FOR HEARING TAXPAYERS

**WHEREAS**, on February 4, 2014, the City Council of the City of Flagstaff, Arizona (the "City"), adopted a Resolution ordering and declaring the formation of the Flagstaff Downtown Business Improvement and Revitalization District (the "District") in the City of Flagstaff, Arizona; and

**WHEREAS**, the District is a special purpose tax levying revitalization district as provided in Section 48-6807 of the Arizona Revised Statutes, and is considered to be a municipal corporation and political subdivision of the State of Arizona, separate and apart from the City; and

**WHEREAS**, a tentative budget must be adopted by the District.

**NOW, THEREFORE, BE IT RESOLVED BY THE DISTRICT BOARD OF THE FLAGSTAFF DOWNTOWN BUSINESS IMPROVEMENT AND REVITALIZATION DISTRICT OF FLAGSTAFF, ARIZONA** as follows:

SECTION 1. That the accompanying statements and exhibits attached to this Resolution as Schedules A, B, C, D, E, F, and G are incorporated herein by this reference, and are hereby adopted as the tentative budget for the Flagstaff Downtown Business Improvement and Revitalization District for the fiscal year 2016-2017.

SECTION 2. That the District Clerk be, and she hereby is, authorized and directed to publish in the manner prescribed by law the estimates of expenditures as set forth in Schedules A, B, C, D, E, F, and G together with a notice that the District will meet on June 7, 2016, for the purpose of a final hearing of taxpayers and for the adoption of the 2016-2017 Annual Budget for the Flagstaff Downtown Business Improvement and Revitalization District and related tax levy.

PASSED by the District Board of the Flagstaff Downtown Business Improvement and Revitalization District this 24th day of May, 2016.

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Chairman

ATTEST:

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District Clerk

APPROVED AS TO FORM:

Kjellgren & Speed, PLC

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Attorney for the District

ATTACHMENTS:

SCHEDULE A  
SCHEDULE B  
SCHEDULE C  
SCHEDULE D  
SCHEDULE E  
SCHEDULE F  
SCHEDULE G

**OFFICIAL BUDGET FORMS**

**Flagstaff Downtown Business Improvement and Revitalization District**

**Fiscal Year 2017**

**Flagstaff Downtown Business Improvement and Revitalization District**

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**Fiscal Year 2017**

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Schedule B—Tax Levy and Tax Rate Information

Schedule C—Revenues Other Than Property Taxes

Schedule D—Other Financing Sources/<Uses> and Interfund Transfers

Schedule E—Expenditures/Expenses by Fund

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

Schedule G—Full-Time Employees and Personnel Compensation

**Flagstaff Downtown Business Improvement and Revitalization District  
Summary Schedule of Estimated Revenues and Expenditures/Expenses  
Fiscal Year 2017**

THE FINAL OPPORTUNITY FOR PUBLIC INPUT ON THE FLAGSTAFF DOWNTOWN BUSINESS IMPROVEMENT AND REVITALIZATION DISTRICT BUDGET WILL OCCUR ON JUNE 7, 2016 AT 10:00 A.M. IN THE CITY  
OF FLAGSTAFF CITY HALL, STAFF CONFERENCE ROOM, 211 W. ASPEN AVENUE, FLAGSTAFF, AZ

The budget may be reviewed at the City of Flagstaff in the City Clerk's Office, 211 W. Aspen Avenue, Flagstaff AZ 86001  
or at the website: <http://downtownflagstaff.org>

Fiscal Year	S c h	FUNDS							
		General Fund	Special Revenue Fund	Debt Service Fund	Capital Projects Fund	Permanent Fund	Enterprise Funds Available	Internal Service Funds	Total All Funds
2016 Adopted/Adjusted Budgeted Expenditures/Expenses*	E	0	227,850	0	0	0	0	0	227,850
2016 Actual Expenditures/Expenses**	E	0	191,178	0	0	0	0	0	191,178
2017 Fund Balance/Net Position at July 1***			102,162						102,162
2017 Primary Property Tax Levy	B	0							0
2017 Secondary Property Tax Levy	B		127,498						127,498
2017 Estimated Revenues Other than Property Taxes	C	0	35,878	0	0	0	0	0	35,878
2017 Other Financing Sources	D	0	0	0	0	0	0	0	0
2017 Other Financing (Uses)	D	0	0	0	0	0	0	0	0
2017 Interfund Transfers In	D	0	0	0	0	0	0	0	0
2017 Interfund Transfers (Out)	D	0	0	0	0	0	0	0	0
2017 Reduction for Amounts Not Available:									
LESS: Amounts for Future Debt Retirement:									0
									0
									0
									0
2017 Total Financial Resources Available		0	265,538	0	0	0	0	0	265,538
2017 Budgeted Expenditures/Expenses	E	0	214,650	0	0	0	0	0	214,650

**EXPENDITURE LIMITATION COMPARISON**

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

	2016	2017
1. Budgeted expenditures/expenses	\$ 227,850	\$ 214,650
2. Add/subtract: estimated net reconciling items		
3. Budgeted expenditures/expenses adjusted for reconciling items	227,850	214,650
4. Less: estimated exclusions		
5. Amount subject to the expenditure limitation	\$ 227,850	\$ 214,650
6. EEC expenditure limitation	\$	\$

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

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

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

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



**Flagstaff Downtown Business Improvement and Revitalization District**  
**Tax Levy and Tax Rate Information**  
**Fiscal Year 2017**

	<u>2016</u>	<u>2017</u>
1. Maximum allowable primary property tax levy. A.R.S. §42-17051(A)	\$ <u>                    </u>	\$ <u>                    </u>
2. Amount received from primary property taxation in the <b>current year</b> in excess of the sum of that year's maximum allowable primary property tax levy. A.R.S. §42-17102(A)(18)	\$ <u>                    </u>	
3. Property tax levy amounts		
A. Primary property taxes	\$ <u>                    </u>	\$ <u>                    </u>
B. Secondary property taxes	<u>127,498</u>	<u>127,498</u>
C. Total property tax levy amounts	\$ <u><u>127,498</u></u>	\$ <u><u>127,498</u></u>
4. Property taxes collected*		
A. Primary property taxes		
(1) <b>Current</b> year's levy	\$ <u>                    </u>	
(2) Prior years' levies		
(3) Total primary property taxes	\$ <u>                    </u>	
B. Secondary property taxes		
(1) <b>Current</b> year's levy	\$ <u>123,384</u>	
(2) Prior years' levies	<u>3,982</u>	
(3) Total secondary property taxes	\$ <u><u>127,366</u></u>	
C. Total property taxes collected	\$ <u><u>127,366</u></u>	
5. Property tax rates		
A. District tax rate		
(1) Primary property tax rate		
(2) Secondary property tax rate	<u>1.7896</u>	<u>1.6299</u>
(3) Total District tax rate	<u><u>1.7896</u></u>	<u><u>1.6299</u></u>
B. Special assessment district tax rates		
Secondary property tax rates - As of the date the proposed budget was prepared, the city/town was operating _____ special assessment districts for which secondary property taxes are levied. For information pertaining to these special assessment districts and their tax rates, please contact the city/town.		

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

**Flagstaff Downtown Business Improvement and Revitalization District  
Revenues Other Than Property Taxes  
Fiscal Year 2017**

<b>SOURCE OF REVENUES</b>	<b>ESTIMATED REVENUES 2016</b>	<b>ACTUAL REVENUES* 2016</b>	<b>ESTIMATED REVENUES 2017</b>
<b>SPECIAL REVENUE FUNDS</b>			
Intergovernmental			
Payment in Lieu of Taxes	\$ 41,261	\$ 40,931	\$ 35,378
Municipal contribution	25,000		
Interest Income		475	500
	\$ 66,261	\$ 41,406	\$ 35,878
<b>Total Special Revenue Funds</b>	\$ 66,261	\$ 41,406	\$ 35,878
<b>TOTAL ALL FUNDS</b>	\$ 66,261	\$ 41,406	\$ 35,878

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

**Flagstaff Downtown Business Improvement and Revitalization District**  
**Other Financing Sources/<Uses> and Interfund Transfers**  
**Fiscal Year 2017**

<b>FUND</b>	<b>OTHER FINANCING 2017</b>		<b>INTERFUND TRANSFERS 2017</b>	
	<b>SOURCES</b>	<b>&lt;USES&gt;</b>	<b>IN</b>	<b>&lt;OUT&gt;</b>
<b>SPECIAL REVENUE FUNDS</b>				
None	\$	\$	\$	\$
<b>Total Special Revenue Funds</b>	\$	\$	\$	\$
<b>TOTAL ALL FUNDS</b>	\$	\$	\$	\$

**Flagstaff Downtown Business Improvement and Revitalization District  
Expenditures/Expenses by Fund  
Fiscal Year 2017**

<b>FUND/DEPARTMENT</b>	<b>ADOPTED BUDGETED EXPENDITURES/ EXPENSES 2016</b>	<b>EXPENDITURE/ EXPENSE ADJUSTMENTS APPROVED 2016</b>	<b>ACTUAL EXPENDITURES/ EXPENSES* 2016</b>	<b>BUDGETED EXPENDITURES/ EXPENSES 2017</b>
<b>SPECIAL REVENUE FUNDS</b>				
Revitalization District	\$ 227,850	\$	\$ 174,178	\$ 214,650
<b>Total Special Revenue Funds</b>	\$ 227,850	\$	\$ 174,178	\$ 214,650

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

**Flagstaff Downtown Business Improvement and Revitalization District  
Expenditures/Expenses by Department  
Fiscal Year 2017**

<b>DEPARTMENT/FUND</b>	<b>ADOPTED BUDGETED EXPENDITURES/ EXPENSES 2016</b>	<b>EXPENDITURE/ EXPENSE ADJUSTMENTS APPROVED 2016</b>	<b>ACTUAL EXPENDITURES/ EXPENSES* 2016</b>	<b>BUDGETED EXPENDITURES/ EXPENSES 2017</b>
Revitalization District				
Special Revenue Funds	\$ 227,850	\$	\$ 174,178	\$ 214,650
<b>Department Total</b>	<b>\$ 227,850</b>	<b>\$</b>	<b>\$ 174,178</b>	<b>\$ 214,650</b>

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

**Flagstaff Downtown Business Improvement and Revitalization District  
Full-Time Employees and Personnel Compensation  
Fiscal Year 2017**

<b>FUND</b>	<b>Full-Time Equivalent (FTE) 2017</b>	<b>Employee Salaries and Hourly Costs 2017</b>	<b>Retirement Costs 2017</b>	<b>Healthcare Costs 2017</b>	<b>Other Benefit Costs 2017</b>	<b>Total Estimated Personnel Compensation 2017</b>
<b>SPECIAL REVENUE FUNDS</b>						
Downtown Revitalization	None	\$	\$	\$	\$	\$
<b>Total Special Revenue Funds</b>		\$	\$	\$	\$	\$
<b>TOTAL ALL FUNDS</b>		\$	\$	\$	\$	\$