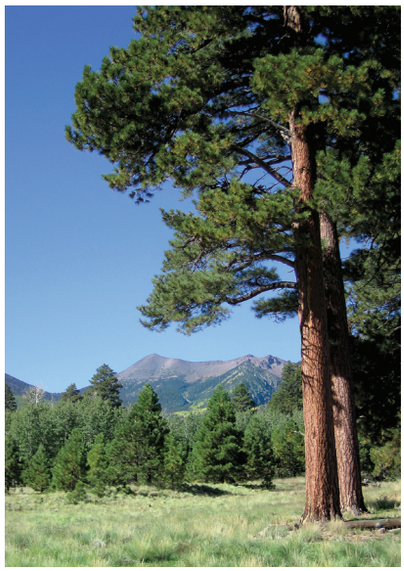

Enhancing Flagstaff's Quality of Life Through Recreation

FLAGSTAFF, ARIZONA

2010

City of Flagstaff Annual Budget and Financial Plan

2009–2010

In Remembrance

Mary Jo Jenkins, Management Services Director, retired on April 10, 2009. She worked for the City of Flagstaff for 21 years, starting as the City's first Internal Auditor. As an Auditor, she established the City's first formal internal control policy. During her tenure, she helped to establish the Coconino County Library District financing method that is viewed as a model for the entire state. She was also instrumental in the public outreach and successful voter approval for all bond and tax programs.

Mary Jo enjoyed sharing her extensive financial knowledge by training Council members and Mayors as well as other politicians from around the state at a training event after every municipal election cycle sponsored by The League of Arizona Cities and Towns. She also traveled regularly to Phoenix to teach municipal budgeting to government employees through Government Finance Officers Association of Arizona (GFOAz). Her professional accomplishments include being a CPA, a former President of GFOAz, the Library Board and served on the Board of Directors for United Way of Northern AZ.

Mary Jo loved her life in Flagstaff, her chocolate Labrador retrievers, flying with her husband, the beaches of Lake Powell, Mexico and wherever she would travel. She had a contagious laugh, broad smile and playful sense of humor. Mary Jo passed away on April 13, 2009 and will be truly missed.

* * *

Warren "Larry" McFarlane, a Parks Section employee retired on March 26, 2009. Larry worked for the City of Williams for 21 years and the City of Flagstaff for another 5 years. All of his municipal service was with the Parks & Recreation divisions.

Larry and his wife Bonnie organized the Parks Little League in 1998 with the community naming the ball field "McFarlane Field" after them in 2001. Larry would often say "Those were the best years of our lives".

Larry loved playing the game of golf in which he was planning to do a lot more of it during his retirement. Unfortunately, Larry passed away on March 27, 2009.

Larry was a loving husband, a wonderful father, a mentor and a true friend. All who knew him, for his bright smile, his magnetic personality and his great sense of humor, will truly miss Larry.

Annual Budget and Financial Plan

Fiscal Year 2009-2010
City of Flagstaff, Arizona

CITY COUNCIL

Sara Presler, Mayor
Al White, Vice-Mayor
Karla Brewster
Coral Evans
Joe Haughey
Scott Overton
Rick Swanson

BUDGET TEAM

Kevin Burke, City Manager
James S. Wine, Deputy City Manager
Ben Fisk, Deputy City Manager
Mary Jo Jenkins, Management Services Director
Barbara Goodrich, Finance Director
Debbie Nichols, Finance Manager
Shannon Anderson, Human Resources Manager
Ladd Vagen, Information Technology Director

PREPARED BY

Patricia Aguayo, Account Clerk II
Tricia Almendarez, Payroll Supervisor
Stacey Brechler-Knaggs, Grants Manager
Carol Hartz, Accountant I
Lisa Nelson, Accountant I
Debbie Nichols, Finance Manager
Wanda Noffz, Accountant I
Maryellen Pugh, Finance Manager
Brandi Suda, Accountant II

GOVERNMENT FINANCE OFFICERS ASSOCIATION

Distinguished Budget Presentation Award

PRESENTED TO

City of Flagstaff

Arizona

Special Performance Measures Recognition

For the Fiscal Year Beginning

July 1, 2008

President

Executive Director

The Government Finance Officers Association of the United States and Canada (GFOA) presented a Distinguished Budget Presentation Award to the City of Flagstaff, Arizona for its annual budget for the fiscal year beginning July 1, 2008. In order to receive this award, a governmental unit must publish a budget document that meets program criteria as a policy document, as an operations guide, as a financial plan, and as a communications device.

The award is valid for a period of one year only. We believe our current budget continues to conform to program requirements, and we are submitting it to GFOA to determine its eligibility for another award.

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CITY OF FLAGSTAFF, ARIZONA
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USERS GUIDE

The budget document serves a myriad of purposes. Most important is its use as a communications device. The budget presents the public an opportunity to review the types of services and level of service provided within the financial constraints of the community. The allocation of financial resources translates into what services will be provided to the community. As community needs and demands for service change, the allocation of resources should respond accordingly. Therefore, this document attempts to communicate financial information to allow for informed citizenry.

Transmittal - The City Manager's Message and Budget Summary provides readers with a synopsis of the resource allocation priorities established by the City Council for fiscal year 2010.

Budget Overview - The overview provides an overview of the key policy issues, priorities and strategies which shaped the fiscal year 2010 budget, the budget process fiscal policies, revenue assumptions, and expenditure highlights.

Policies and Procedures – This section provides information on fiscal and budget policies as it related to certain funds, debt performance, fund balances, expenditure limitation control, revenues, operating budget impact, and capital investments.

Issues and Updates - Excerpts from the Council Review and Discussion Book used during the two weeks of study sessions discuss specific Council decision/directions impacting the prior and current fiscal year budgets.

Financial Summaries - The schedules consolidate the major financial information and operating data elements. Several schedules also serve to meet state statutory reporting requirements. The expenditure summaries are used primarily for operational purposes, e.g., monitoring expenditures at a fund level and at a category level, and maintaining accountability at a department level, with managers accountable at the cost center level.

Department Detail - Each operating Division Summary provides a description, goals and objectives, major accomplishments of fiscal year 2009, performance indicators, expenditure history and budget, commentary on significant changes, and sources of funding.

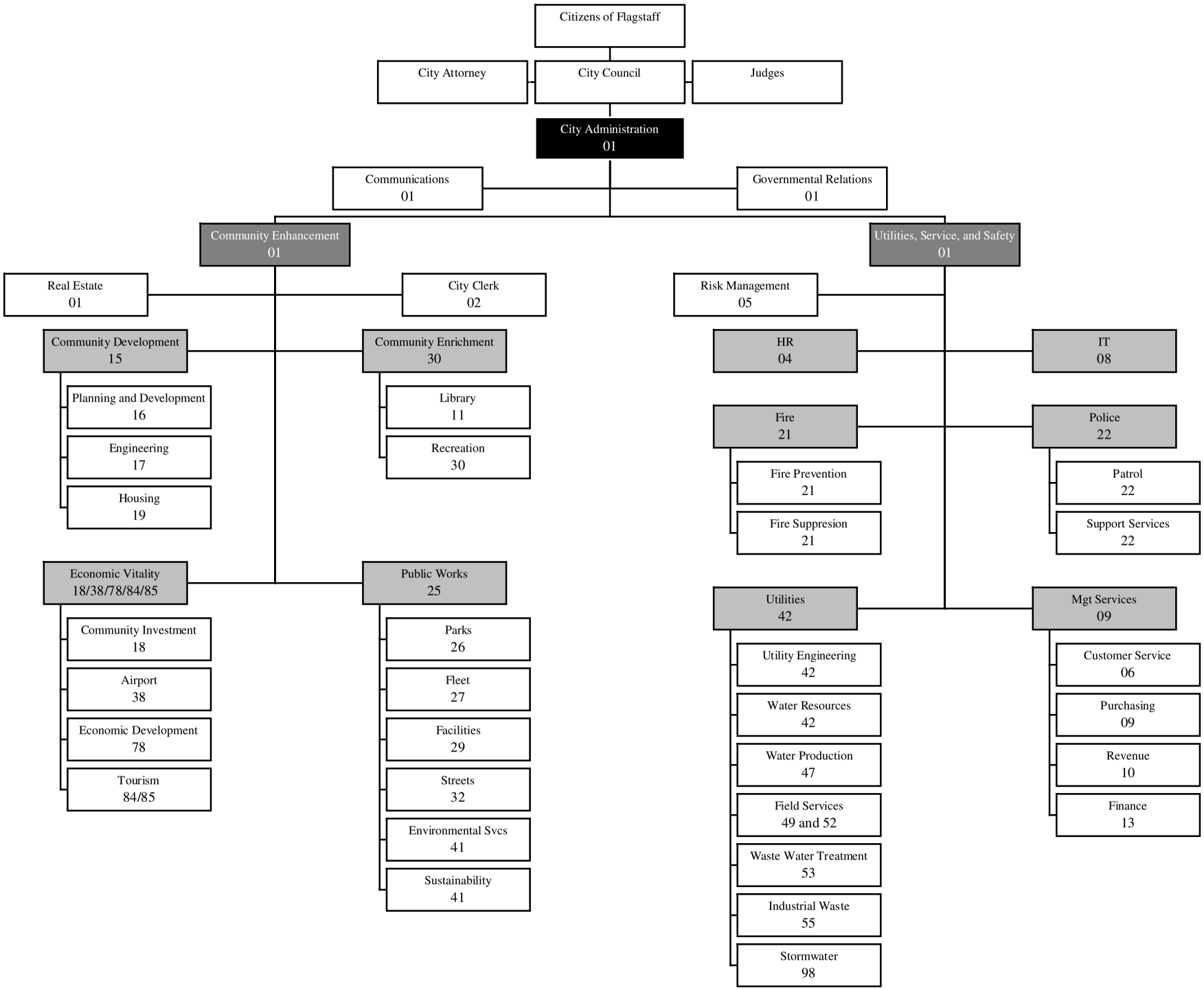
Capital Improvements - The current year portion of the five-year capital improvement program is listed, along with location maps and funding source. A more detailed project-planning sheet is available in the separately published five-year Capital Budget and Capital Improvement Plan.

Community Profile - The profile provides background information so that the budget can be viewed in the context of the factors that shape and affect budget decisions, priorities, and financial parameters within which the community operates. Also provided are select statistical tables providing historical trend information on tax rates, expenditures, and assessed valuations of property.

Appendix - In the appendices the user will find a glossary of budget terminology, ordinances/resolutions adopting the levies and budget, a summary of authorized personnel/positions by department, the city pay plan, and a summary of the cost allocation basis.

For additional information, please call the Finance and Budget Office directly at (928) 774-5281 extension 3201. This budget document may also be viewed on the City of Flagstaff website, www.flagstaffaz.gov, in Adobe Acrobat format.

CITY OF FLAGSTAFF



CITY COUNCIL GOALS

PUBLIC SAFETY
Increase the visibility and availability of public safety services, through best practices and maximizing resources, to prevent crime and fires.

FAMILY, YOUTH & COMMUNITY
Improve opportunities for all members of our community to actively participate, invest and feel a part of a high quality of life community.

AFFORDABLE HOUSING
Facilitate an environment where housing opportunities, both in acquiring and sustaining, match the income diversity of our community. Facilitate a regulatory, market and where necessary, assisted housing environment to match the income continuum of Flagstaff.

FACILITIES & BASIC SERVICES
Identify and provide the desired or current service levels and accompanying facilities of basic municipal services.

COMMUNITY SUTAINABILITY
Encourage the community and operate the government in a manner that sustains economic vitality, environmental protection, and social inclusion so that current and future residents and visitors may enjoy the same or better quality of life.

Mayor Sara Presler

Mayor Presler was elected to office in May 2008. She is an energetic, positive, Flagstaff professional. Sara was raised in rural Arizona, and moved to Flagstaff in 1997. After completing law school, she accepted a public defense attorney position in downtown Flagstaff with Coconino County. Sara represented the needs of children, the mentally ill and low-income clients in the justice system. Sara currently teaches Business Law & Ethics for Northern Arizona University. As Mayor of Flagstaff, Presler's approach is a citizen-centered focus that emphasizes relationship building and community development to address pressing concerns such as the environment, managed growth, and transportation.

Vice-Mayor Al White

Councilmember Al White was first elected to the Flagstaff City Council in May 2000 and re-elected in 2004 and 2008. He moved to Flagstaff in 1989 from the Grand Canyon where he worked in hotel management for 13 years. His career in the hospitality industry provided Councilmember White a key understanding of tourism issues in Flagstaff. His work in the recycling industry (owner/operator of New World Recycling) also afforded him an opportunity to observe the operation and actions of City government. Before running for City Council, Councilmember White furthered his involvement in his community by becoming the Chairperson of the City's Disability Awareness Commission, holding a special interest in disability issues since he became a paraplegic in 1996. Councilmember White was awarded a Bachelor of Science Degree in Communication Studies from the University of Massachusetts in Amherst, Massachusetts. He currently serves as the Council representative to the Disability Awareness Commission, the Sustainability Commission, the Tourism Commission, and on the Board for the Northern Arizona Business and Technology Incubator. He remains convinced that economic growth does not have to be at the expense of conservation and environmental protection. Finding that blend is his primary concern

City Council

CITY COUNCIL GOALS

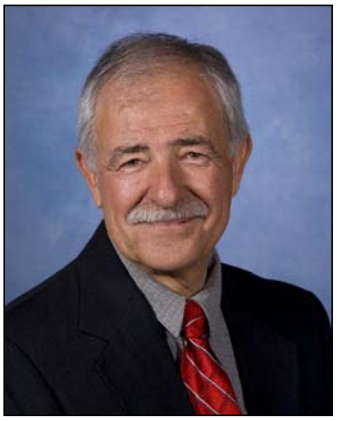
FISCAL HEALTH
(Management Goal)
Maintain good fiscal health through sound financial management and fiscal integrity. The City shall maintain written polices that provide for a balanced budget that meets the vast array of community needs, that ensure that resources are available to meet future need, allows for community infrastructure to be maintained at adequate levels and other sound financial practices.

Councilmember Karla Brewster

Councilmember Karla was elected to a four year term on the Flagstaff City Council in May 2008. A native of Oregon, Karla lived most of her life in the Phoenix area until moving to Flagstaff in 1998 where she enjoys working with people and diversity. She earned degrees from Arizona State University (B.A. in Education), and University of Northern Colorado, (M.A. in Education). She has been a teacher, both elementary and at the community college level, and served at John C. Lincoln hospital as an administrative secretary in the volunteer services program. Karla is currently an administrative assistant at Northern Arizona University in the office of the Vice Provost for Undergradate Studies. She is the president of the Democratic Women of Northern Arizona, president-elect of Classified Staff Advisory Council at NAU, past president of the Organization of Administrative Support Staff at NAU and a current precinct committee person.

Councilmember Coral Evans

Councilmember Coral Evans was elected to a four-year term in May 2008. She is the third generation of her family to live in Flagstaff. Her family originally located in Flagstaff in 1929. Coral has a Master's degree in Business Administration, a Bachelor of Science Degree in Business Management and a Masters-level certificate in Public Management. She is the executive director of two nonprofit organizations (the Sunnyside Neighborhood Association, Inc. & the Southside Community Association, Inc.). She is a member of the Coconino County Workforce Investment Board (appointed position) and a member of the Chamber of Commerce – Community Development subcommittee. Recognitions include the Athena award. Her specific areas of interest for the City include well-planned & sustainable economic development, workforce development & education, workforce & affordable housing, and transportation, traffic-management and roads. Councilmember Evans believes that city government should be accessible, accountable and approachable. She is committed to ensuring that Flagstaff has a balanced approach to decision-making that is participatory and inclusive.



Councilmember Joe Haughey

Joe and his wife Liz moved to Flagstaff in 1979 to live and raise their four children. They have 13 grandchildren. Joe worked in law enforcement for 11 years before moving to Flagstaff to be a part of a smaller community and for the great outdoor recreational opportunities in and around Flagstaff.

Joe is an outdoorsman and family man who enjoys boating, fishing, backpacking and hiking. He is also a private pilot. Joe owned several businesses in town before going on the road for 17 years as a sales consultant serving clients in Northern Arizona, New Mexico, and Southwest Colorado. Joe now works as a realtor at Valerie Caro and Joe Haughey Real Estate. He shares "A Common Goal" with his daughter; that is to be involved in many volunteer organizations.

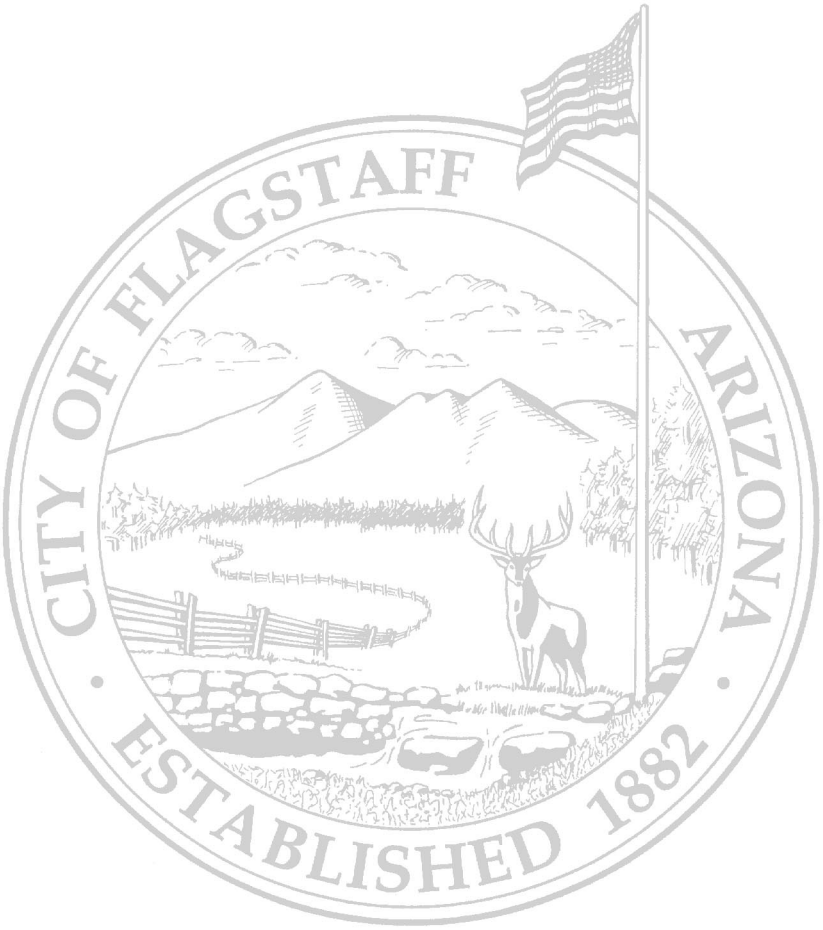
As a Councilmember, Joe brings a wealth of practical, common sense and business experience to the table. As a long-time resident, with deep roots in the community, he is working to improve everyone's quality of life in Flagstaff. Joe feels that Flagstaff is a special town.

Councilmember Scott Overton

Councilmember Scott Overton was elected to the Flagstaff City Council in May 2006 and served as the Vice-Mayor from 2006-2008. He is a Flagstaff native and graduate of Sinagua High School and Northern Arizona University. His leadership role is based on a solid foundation of experiences as a small business owner and an instructor in the Flagstaff Unified School district teaching career and technical education courses at Flagstaff High School. Vice-Mayor Overton graduated with a Bachelor of Science degree in Industrial Technology Education in 1996 and a Master of Education degree in Educational Leadership in 2002. He currently operates a small construction company, SR Overton Construction. Councilmember Overton has an interest in providing a reasonable, common sense, working approach in addressing issues and concerns facing the citizens of Flagstaff. He will continue to utilize his personal ethics and professionalism to serve the City of Flagstaff to the best of his ability.

Councilmember Rick Swanson

Councilmember Rick Swanson was elected to the Flagstaff City Council in May 2006. Councilmember Swanson is the Center Director of the Northern Arizona Area Health Education Center and he is on the management team at North Country Community Health Center in Flagstaff. He directed a capital campaign to raise $3 million for a new facility. He was the director of the Northern Arizona Book Festival for the years 2000 through 2003. He has lived in Flagstaff for over twenty years, and this is his second time serving a term on the Flagstaff City Council. Rick has worked at a corporation, W.L. Gore and Associates; a non-profit organization, North Country Community Health Center; and he once owned a children's bookstore in Flagstaff's historic downtown. He has served on various boards, including the Literacy Volunteers of Coconino County, and the *High Country News*, a newspaper that covers environmental and social issues of the intermountain West.


CITY OF FLAGSTAFF
ARIZONA
ESTABLISHED 1882