

# *Annual Budget and Financial Plan*

Fiscal Year 2013-2014  
City of Flagstaff, Arizona

## **CITY COUNCIL**

Jerry Nabours, Mayor  
Coral Evans, Vice-Mayor  
Celia Barotz  
Karla Brewster  
Jeff Oravits  
Scott Overton  
Mark Woodson



## **BUDGET TEAM**

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GOVERNMENT FINANCE OFFICERS ASSOCIATION

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For the Fiscal Year Beginning

**July 1, 2012**

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President

*Jeffrey R. Egan*

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, 2012. 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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## **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.

**Budget Overview** - The overview provides an overview of the key policy issues, priorities and strategies which shaped the 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 the current fiscal year, 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.

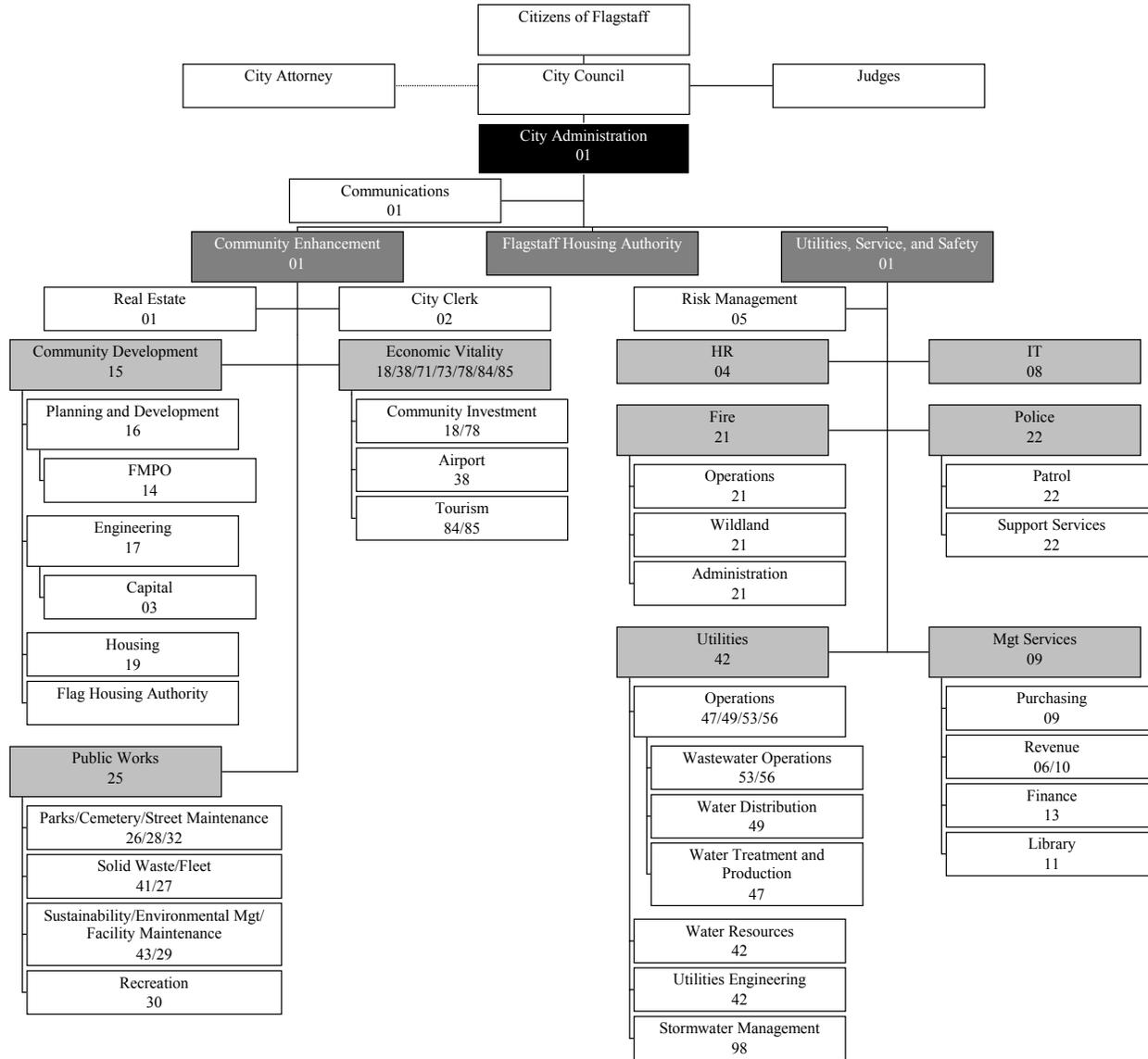
**Community Profile** - The profile provides background information so that the budget can be viewed in the context of the factors that shape and affect budget decisions, priorities, and financial parameters within which the community operates. Also provided are select statistical tables providing historical 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) 213-2215. This budget document may also be viewed in Adobe Acrobat format on the City of Flagstaff website, [www.flagstaffaz.gov](http://www.flagstaffaz.gov) under the Finance and Budget section.



CITY OF FLAGSTAFF



# City Council

## Mayor Jerry Nabours



"My goal is to make Flagstaff a great place to do business, to live and to raise children. I want to make every other city jealous!" So says Jerry Nabours, Flagstaff's Mayor.

Jerry has been an attorney in Flagstaff for 38 years. Much of his practice brought him to City Hall. He is well experienced in land development, zoning, construction and business issues. Jerry has been president of the Northern Arizona Building Association and served six years on the board of directors of the Chamber of Commerce. He retired from law and was elected Mayor in 2012.

Jerry has been recognized for his service with civic organizations such as the Lions Club, Goodwill Industries, SunSounds, Paws to Read and others.

He has been married to Barbara for 34 years and they raised two children in Flagstaff. Both Jerry and Barbara are natives of Arizona and graduates of Northern Arizona University.

## Vice-Mayor Coral Evans

Vice-Mayor Coral Evans was elected to her second four-year term in May, 2012. She is the third generation of her family to live in Flagstaff. Her family (the Dorsey's) has been an active part of the Flagstaff & greater Northern Arizona community since the early 1900's. In addition to serving on Council, Coral is the Executive Director of a nonprofit organization (the Sunnyside Neighborhood Association of Flagstaff, Inc.). Presently Coral is pursuing a Ph.D. in Education with an emphasis in sustainability; she holds a master's degree in Business Administration and a bachelor's degree in Business Management. Coral is certified nationally in workforce development and public participation practices and is a graduate of the Flagstaff Leadership Program. Coral is a Flinn-Brown Foundations Center for Civic Leadership Fellow.



Coral's recognitions include the Chamber of Commerce Athena Award, the United Way of Northern Arizona Community Builder Award and the Soroptimist's Women of Distinction Award for Economic & Social Development. In 2011 Coral was recognized as a "Rising Star" by Arizona's List.

Coral believes in a balanced approach to the stewardship of community resources and is passionate about creating opportunities that allow for civic engagement, civil discord, community revitalization and genuine sustainability and advancement for Flagstaff citizens.

## **Councilmember Celia Barotz**



Councilmember Celia Barotz was elected to the Flagstaff City Council for a four-year term in May 2010 and served as Vice Mayor from 2010 to 2012. Celia's seven years of experience on a wide variety of local boards and commissions, including the Coconino County Planning and Zoning Commission, City of Flagstaff Planning and Zoning Commission, City of Flagstaff Water Commission, City of Flagstaff Open Spaces Commission, City of Flagstaff Board of Adjustment, and Mountain Line Citizen's Review Commission, provided a solid foundation for elected office. In her first two years on Council, Celia was the Council representative on the Flagstaff City-Coconino County Public Library Board and Northern Arizona Intergovernmental Public Transportation Authority (NAIPTA). Currently, Celia is the Council representative on the Flagstaff Cultural Partners Board of Directors and the City of Flagstaff Audit Committee, and serves as the Chair of the Board of Directors of NAIPTA. Celia has a keen interest in the areas of land use and zoning and open space preservation.

Celia's professional experience includes practicing real estate and land use law, coordinating the Alternative Dispute Resolution (ADR) Program for Coconino County Superior Court in Flagstaff and mediating and arbitrating civil and family law cases. Celia manages a real estate investment portfolio and has a consulting business. She earned a Bachelor of Science, cum laude, from the University of Vermont, and a Juris Doctor from Tulane University. She is a member of the Connecticut Bar. Celia loves to explore the Flagstaff Urban Trail System, hike with her dog Bailey in the forests around Flagstaff, knit and weave pine needle baskets, and practice yoga.

## **Councilmember Karla Brewster**

Karla Brewster was re-elected to the Flagstaff City Council in May 2012. She was first elected 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 our diversity, friendly people and beautiful community.

Karla's concern in representing all citizens of Flagstaff has been to have a vision and provide the leadership for thoughtful foresighted planning for Flagstaff in growth, open spaces, water, and alternative energy sources. She believes that a community that doesn't move forward in economic development and redevelopment through encouraging businesses to locate or expand in Flagstaff will lose what they value about Flagstaff, as those biking, hiking trails, open spaces, and parks require funding through our tax base. Our quality of life, our sense of place in Flagstaff for today and for the future depends upon economic growth that allows citizens to earn a living wage here.



In addition, Karla has earned degrees from Arizona State University (B.A. in Education), and University of Northern Colorado (M.A. in Education). She has been a teacher most of her life, K - 8 and at the community college level, and served at John C. Lincoln hospital as an administrative assistant in the volunteer services program. Karla works at Northern Arizona University. She is the president of the Democratic Women of Northern Arizona, past president of Classified Staff Advisory Council at NAU, and past president of the Organization of Administrative Support Staff at NAU. She was in the first class of Glendale's (AZ) Leadership Program.

## **Councilmember Jeff Oravits**



Jeff Oravits was elected to a four-year term on the Flagstaff City Council in May, 2012.

Jeff has extensive business experience in the Flagstaff community. He is the co-owner of [Flagstaff4Lease.com](http://Flagstaff4Lease.com) which leases commercial and residential properties throughout Flagstaff. He has founded several successful companies including a construction company, multi-media company and a real estate investment firm. Jeff relies on this experience in his role on the City Council, working to ensure that taxpayer resources are used ethically and spent conservatively.

Jeff is actively involved in the community and served as chair of the Flagstaff Water Commission, as a member of the Community & Economic Development Committee and on the Fourth Street Steering Committee. He has also served on the Storm Water Advisory Committee and various other organizations over the years.

Jeff has been married to Angela for 15 years and has 2 young daughters and a son and is proud to call Flagstaff home for over 23 years

## **Councilmember Scott Overton**

Councilmember Scott Overton was elected to the Flagstaff City Council in May 2006, re-elected in 2010, 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. Councilmember 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 Mark Woodson**



Mark Woodson was appointed to fill a vacancy on the City Council in February 2012. His term ends in November 2014.

Mark serves as the Council representative to the Northern Arizona Council of Government (NACOG), the Flagstaff Metropolitan Planning Organization (FMPO), Vice-chair of the Coconino Plateau Water Advisory Council (CPWAC), and Rural Transportation Advisory Council (RTAC).

Mark and his family moved to Flagstaff in 1986, to become the City Engineer and worked for the City until 1993. Upon leaving the City, he started his own business, Woodson Engineering and Surveying which provides planning, surveying and civil engineering services to both public and private clients throughout the southwest.

Very active in the Flagstaff community, Mark is a Governor's appointee to the Arizona State Land Department Urban Land Planning Committee, served on the Flagstaff Board of Adjustments, the Industrial Development Authority, is a past board member of the Northern Arizona Builders Association and a past-president of the Greater Flagstaff Economic Council.

Mark received his Bachelor of Science in Civil Engineering and an MBA from the University of Arizona in Tucson. Mark is a licensed civil engineer and land surveyor.

Mark has been married to Guadalupe (Lupe) Woodson for 34 years and they've raised 4 children in Flagstaff.

## **CITY COUNCIL AND MANAGEMENT PRIORITIES**

### **FY 2014 Council Priorities are as follows:**

- ❖ Repair, replace, maintain infrastructure (streets & utilities)
- ❖ Fund existing and consider expanded recreational services
- ❖ Address Core Services Maintenance Facility
- ❖ Complete Rio de Flag
- ❖ Retain, expand, and diversify economic base
- ❖ Complete Water Policy
- ❖ Review financial viability of pensions
- ❖ Review all commissions
- ❖ Zoning Code check in and analysis of the process/implementation
- ❖ Develop an ongoing budget process

### **Regional Plan (2001) Priorities are as follows:**

- ❖ Land Use
- ❖ Commercial Development
- ❖ Industry and Employment
- ❖ Housing and Neighborhoods
- ❖ Cost of Development
- ❖ Transportation
- ❖ Open Space, Parks, Recreation and Trails
- ❖ Community Character and Design
- ❖ Natural and Cultural Resources and the Environment (includes Water Resources)
- ❖ Community Facilities and Services (includes Public Safety)

### **Other Management Priorities are as follows:**

- ❖ Effective Governance
- ❖ Resiliency and Preparedness Efforts