

# Town of Chino Valley, Arizona

## Annual Budget



**For Fiscal Year Ending June 30, 2015**

ADOPTED BUDGET JUNE 24, 2014

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## GUIDE TO THE BUDGET DOCUMENT

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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 clearly and concisely to our community.

**Budget Message, Town Manager** - The Town Manager presents a budget message to the community. The Town Manager's message provides readers with a summary of the resource allocation priorities established by the Town Council. The message provides a synopsis of the key policy issues, priorities and strategies which shaped the budget, the budget process fiscal policies, revenue assumptions and expenditure highlights.

**Strategic Goals** – This section provides information on the Strategic Goals accomplished in the current fiscal year and those to be accomplished in the next budget year and the specific Council decision/directions impacting the prior and current fiscal year budgets.

**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.

**Budget Process** – This section reviews the process the Town undertakes to develop the budget. Included are the Town's fund structure, the budget calendar, basis of accounting, and definition of funds.

**Town Policies** - This section provides information on policies the Town uses to guide the preparation of the annual budget. They include the Operating Management Policies, Capital Management Policies, Debt Management Policies, Contingency and Reserve Policies and Financial Reporting Policies.

**Financial Overview** - These 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.

**Expenditure Detail** - Each operating Department Summary within each fund provides a Mission, Program Description, FY 2013/2014 accomplishments for the current fiscal year, FY 2014/2015 new initiatives and goals for the next fiscal year, performance measures, financial information and narrative on significant budget changes.

**Capital Improvements fund**- The current year portion of the five-year capital improvement program is listed, along with the projected funding sources.

For additional information, please call the Finance Department directly at (928) 636-2646. This budget document may also be viewed in Adobe Acrobat format on the Town of Chino Valley website, [www.chinoaz.net](http://www.chinoaz.net) under the Finance Department, finance reports section.

# TOWN OF CHINO VALLEY COUNCIL

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The Mayor and six council members are elected at large by the voters in the Town of Chino Valley. The Mayor serves a two-year term. Council members serve staggered four year terms.

## Mayor and Council Members



Mayor Chris Marley  
Term Ends June 2015



Darryl L Croft, Vice Mayor  
Term Ends June 2015



Mike R. Best, Councilmember  
Term Ends June 2015



Linda Hatch, Councilmember  
Term Ends June 2017



Pat McKee, Councilmember  
Term Ends June 2017



Lon Turner, Councilmember  
Term Ends June 2015



Don Wojcik, Councilmember  
Term Ends June 2017

## DISTINGUISHED BUDGET PRESENTATION AWARD

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The Government Finance Officers Association of the United States and Canada (GFOA) presented a Distinguished Budget Presentation Award to Town of Chino Valley, Arizona for its annual budget for the fiscal year beginning July 1, 2013. 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.

This 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.



## BUDGET MESSAGE – TOWN MANAGER

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Honorable Mayor, Town Council, Staff and Community:

I am proud to present the Town of Chino Valley's budget for 2014 -2015. Staff has worked tirelessly to bring the Town the best budget format and information possible, and under this cover you will find clear and concise information depicting the Town's revenues and expenditures, as well as data about the Town, the services it provides, and a few comparisons on our performance as it relates to other similar localities in Arizona.

***Last year was our first attempt at this new budget format, and the Town was recognized by the Government Finance Officers Association (GFOA) and given an***

<b>Town of Chino Valley</b>	<b>Fiscal Year 2013/2014</b>	<b>Fiscal Year 2014/2015</b>
General Fund Budget	\$7,402,230	\$7,854,300
Total Budget	\$16,769,266	\$29,966,774

***award for the new budget. We look forward to improving the information and comparative data in the budget year after year, and will strive to make it a better, more informative document for the community each time we produce it.***

In combination with this budget, staff has also developed a revenue manual that details and defines all sources of revenue that the Town receives, as well as how projections are used for those revenues to determine future income as we contemplate upcoming budgets. This, in conjunction with the budget provides the administration with powerful information as we plan ahead to tackle new challenges facing our Town.

Staff has also worked with Council to improve the Town's reserve policies – to ensure adequate funds are set aside for financial challenges. Most importantly, the reserve policies have been amended to include mandatory reporting triggers should Town revenues ever significantly fail to meet forecasts and projections. By watching our revenues closely, and beginning to plan ahead when we first notice that they are not materializing as projected, we have the opportunity to make small adjustments early and fix issues before they become much larger problems.

Lastly, the Town submitted its first Consolidated Annual Financial Report (CAFR) this year. This was a hallmark event, and the Town is now assembling information and reporting on our financial operation in a standard format used by all major municipalities.

As our staff and our processes mature, managing our finances and structure in concert with GFOA practices, guidelines and principles, we empower the administration and Council to look into the future,

and chart a financial course of stability and smart, quality growth for the Town. And as this work continues we take pride in knowing that we will leave the community in better shape so future generations can more easily overcome the challenges of their times.

## **A Cross-Road for the Town**

The Town of Chino Valley faces a cross-road this year. The operational budget has been expanded to include some of the capital programming and expenses required to run the Town, and major changes are suggested in the Town's water and sewer infrastructure to make them self-sufficient. Both are necessary to create stable financial operation and continue the provision of services currently offered by the Town -- and a successful General Obligation Bond (GO Bond) vote is required to fund this effort towards financial stability.

Heavy maintenance on Town roads, deferred since 2008, has now become a critical issue. Work that has been left un-done due to lack of funds is shifting from maintenance activities that have fairly reasonable associated costs, to replacement activities that are very expensive – the longer the Town defers action on these items, the more expensive they get. Foremost among these in terms of financial impact is road surface maintenance/replacement.

Since 2008 the Town has deferred maintenance across 80 of our 142 miles, forgoing about \$8 Million in repair costs, because the capital dollars do not exist. The longer these roads are left unmaintained, the faster they will fail, and the more expensive the replacements will be (by a factor of at least two). Additionally, the Town should plan and save for the replacement of rolling stock, heavy equipment and other large maintenance items, so there is a planned schedule for these replacement expenses. Unfortunately, the funds necessary to accomplish these things have been drained from the general fund year after year by water and sewer utilities that do not break even. The proposed GO Bond measure is designed to fix that.

While not comprehensive, the capital program in this budget is a place to start, and contains the most important items that have the strongest financial impact on the Town's current and future fiscal posture. This budget and its capital program (the first in the Town's history), attempts to address these issues to ensure that the Town gets the best use of its funds and the citizens get the most effective local government possible. However, this strategy is based upon successful restructuring of the water and sewer utilities, which requires a GO Bond to accomplish.

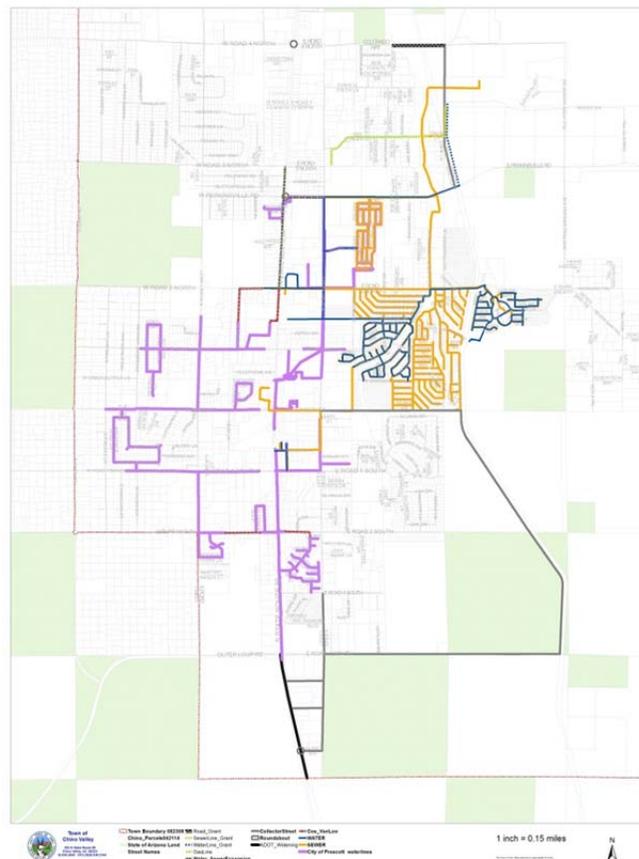
**The Bond Question** After considerable analysis, the Town staff developed a GO Bond strategy to reset the financial structure supporting the water and sewer enterprises, and Council began in the last fiscal year to make changes which would place the utilities on stable financial footing. The utility rate increase was a necessary element to that strategy, to help eliminate the utilities' drain on the general fund, so general fund dollars could be directed to capital needs such as road repairs. Included in the GO Bond strategy is the acquisition of the City of Prescott's domestic CVID water system in the Town of Chino Valley (Purple on map). Prior attempts to acquire this system from Prescott have failed; however, the administration is confident that it has developed an approach that will succeed. This

system represents some 650 accounts in the Town of Chino Valley that currently pay significantly higher water rates because the City of Prescott charges them a 30% out of City surcharge on top of the City’s higher rates. Further, Chino landowners currently served by City of Prescott water pay significantly higher Prescott meter charges and impact fees to access water – and this has had a chilling effect on development in Chino Valley. Lastly, hydrants on the Prescott system do not provided enough pressure to guarantee flows for fire-fighting, and the Town of Chino Valley will change that to triple our fire protection area.

***Acquisition of the Prescott water system, and a settled buy-out of the Construction Manager At Risk Contract for the Town’s Waste Water Treatment Plant, will ensure that there are enough utility users on the systems to make it possible for the systems to stand on their own, and more importantly, will change the financial setup of the utilities so they will have capital improvement funds of their own to use for future expansion. This also means that there will be monies left in the General Fund to maintain our roads.***

As the Town begins to grow its water distribution and waste water collections, it will increase its treated effluent recharge into the aquifer and begin banking more water rights for the future of the Town – and most importantly, self sufficient water and sewer utilities allow the general funds to accumulate so they can be used for capital items and road surface repairs.

Additionally, the Town has planned a limited expansion of water and sewer services to Highway 89 – from Road 3 North (McDonalds) to Road 2 North (Safeway) as part of the GO Bond measure. It is anticipated that this expansion of services on the north end of Town will have the greatest economic impact, and will result in an accelerated development of businesses and commercial/retail establishments.



**This is important to the community as it will provide additional retail choices and employment, but it is also important to the Town as it will generate more sales tax dollars to support capital expenses such as road surface maintenance & capital asset replacement.**

Based on current data, household income brackets are markedly higher outside of the Town limits, and significant opportunities exist to import dollars spent by people living near Chino Valley – if more retail choices exist. This would also help stop the incredible business leakage our market experiences, as residents spend much of their income in other localities. In combination with the restructuring of water and sewer utilities, it is anticipated that these efforts will produce about \$550K per year that will be available for investment in the Town’s road maintenance program. This is about 1/3 the monies needed to catch up and then carry out the regular schedule of 14 miles of resurfacing each year.

## Looking Forward

Current administrative efforts and the GO Bond strategy are all designed to:

1. Resolve outstanding legal conflicts and avoid future ones
2. Allow the Town to plan ahead
3. Create strong financial reserves
4. Create financial stability for the local government
5. Continue the provision of excellent government services, at the lowest possible rates
6. Restructure the utilities so they are self-sufficient
7. Enable the utilities to expand, particularly in commercial areas, to support economic development
8. Increase effluent recharge to bank future water rights
9. Grow jobs and the local economy, producing wealth in the community and increased sales tax revenues for the local government, and
10. Empower the general fund to tackle deferred maintenance and capital needs – managing and planning for capital expenditures that are necessary to the Town’s operation.

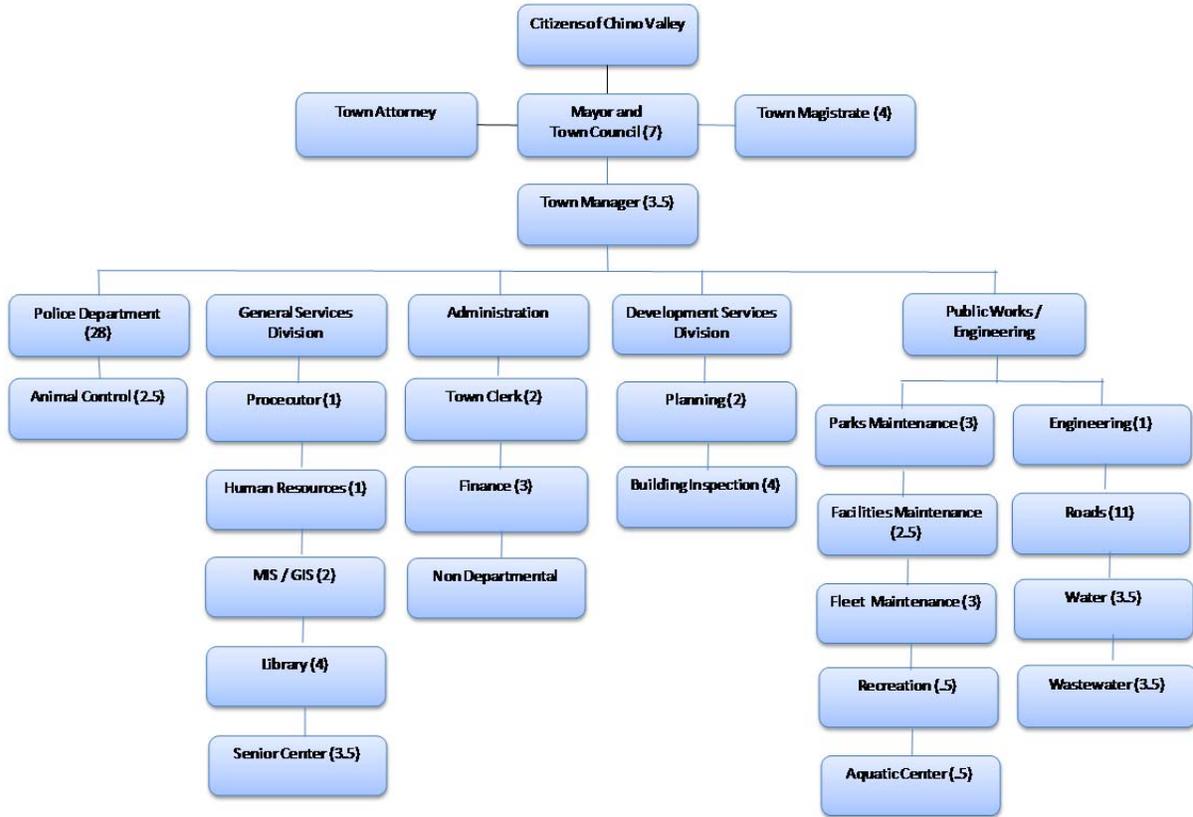
Successful accomplishment of all of the above will require participation from everyone in Town, through a GO Bond issue, as the funds to achieve the above do not exist within the Town’s current, limited revenue streams. While it’s difficult to imagine that one GO Bond issue might address all of the points above, Town staff, Council and many appointed committee members have been working for almost two years to develop the best possible solutions to the Town’s challenges – and the GO Bond program as presented is the Town’s best opportunity to resolve today’s difficulties and roadblocks that are rooted in the past.

Sincerely,



Robert Smith  
Town Manager

# TOWN ORGANIZATION CHART



The Mayor and Council of the Town of Chino Valley are accountable to the Citizens of the Town.

The Town Attorney and Town Magistrate report directly to the Mayor and Town Council.

The Town Manager reports directly to the Mayor and Town Council, and oversees five primary divisions:

1. Police Department
2. General Services Division
3. Administration
4. Development Services Division
5. Public Works/Engineering

Numbers in Parenthesis indicate the number of Full-Time Equivalents (FTE) for each area.

Note: Fire Protection is provided by the Chino Valley Fire District.

## KEY OFFICIALS AND STAFF

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Robert Smith, Town Manager

John Walker, Town Magistrate

Ron Grittman, Public Works Director/Town Engineer

Cecilia Watts, General Services Director

Jami Lewis, Town Clerk

Joe Duffy, Finance Director

Chuck Wynn, Chief of Police

Tiffany Resendez, HR Analyst

Scott Bruner, Library Director

Cyndi Thomas, Supervisor Senior Center

Kenny Tribolet, Public Works Manager

Ruth Mayday, Development Services Director

Dan Trout, Deputy Development Director/Chief Building Official

Chris Bartels, Utility Supervisor/Recreation/Aquatics/Parks

Spencer Guest, Information Technology Specialist

Rick De La Huerta, Fleet Supervisor

## MISSION STATEMENT

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*“We exist to provide public services to the citizens of Chino Valley, an economically self-sustaining Town that cherishes and preserves its historic rural lifestyle. We support Economic Development for the betterment of our citizens.”*

## COMMUNITY VISION

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*“The Town of Chino Valley is a forward-looking, diverse community which, true to its small town/rural values, treasures its historic and natural environments, enhances its economic vitality, protects its neighborhoods and its quality of life, values community-wide interest, and retains its family-friendly heritage.”*

## CORPORATE VISION

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*“The Town of Chino Valley is an employer of choice. We provide competitive salaries and benefits. We seek to hire and retain quality employees who work hard and efficiently. We are worthy of public trust and the respect and trust of fellow employees. We provide prompt and courteous service to all citizens. We efficiently utilize our resources.”*

## STRATEGIC GOALS

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### Completed Fiscal Year 2013/2014

- Reinstated the Full-time Employee to 40 hours and Salaried Employees' 10% pay cut. On 7/1/09 the Council directed a 10% salary reduction for exempt employees and full time hourly employees started working 36 hours per week. Employees have not had a COLA or merit increase since 7/1/07.
- Resolve the past Transaction Privilege Tax dispute with the City of Prescott.
- Resolve long standing legal issues.
- Develop Strategic Plan.

### Planned Fiscal Year 2014/2015

- Water and Sewer Project along Highway 89 – the Town is developing a plan to extend water and sewer infrastructure down Highway 89 to encourage economic development.
- Acquire Prescott Water accounts within the corporate limits of Chino Valley.
- Finalize the buy-out of the Waste Water Treatment Plant Construction Manager at Risk Contract.
- Take over operation of the Waste Water Treatment Plant.
- Create industrial park and recreation facilities at Old Home Manor.
- Engage with the surrounding communities in regional economic development efforts.

### Strategic Plan

The Mayor and Council are in the final stages of completing the Chino Valley Strategic Plan.

The purpose of the Chino Valley Strategic Plan is to develop a clear picture of its future as a local government enterprise and how it will serve the community. The Plan sets into writing a vision of what Chino Valley will be five years from now, identifies the milestones to be achieved over those five years, and creates an action plan by which the Mayor, Town Council, Town Manager and staff can guide their effort and measure progress.

# COMMUNITY PROFILE

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## History

Incorporated in 1970, Chino Valley received its name in 1854 from U.S. Army Cavalry Lt. Amiel W. Whipple. He was traveling through the area and took note of the plentiful grama grass growing in the region. The Mexican word for this grass was “chino”—thus the community’s name. From January through May of 1864, the site of the first Territorial Capital of Arizona was established at Del Rio Springs in Chino Valley. Later that year, the Territorial Capital was moved to Prescott.

It was a railroad that brought much activity to Chino Valley. Jerome Junction was established in 1895, becoming a major center of goings-on from 1900 until 1925, when it was moved farther north. Afterward, from the 1920s to the late 1940s, most of the families of Chino Valley took up farming and ranching. In the 1950s and 1960s, dairy farming became a large source of revenue.

Chino Valley has experienced much growth since its early beginnings. Affordable housing, large plots of land and significant availability of services continue to draw residents and businesses to the area.

## Highway 89

Currently 24,000 vehicles per day travel Highway 89 going through Chino Valley. The Town of Chino Valley, in conjunction with Yavapai County and Arizona Department of Transportation are in the process of planning improvements such as traffic control devices, frontage roads, widening and roundabouts on Highway 89, from Center Street to Road 5 South.

Population and Area	2012			2010	2000
	Land Area Square Mile	Population	% of County	Population	Population
Population Estimates for Yavapai County					
Yavapai County Total	8,127	211,583	100.00%	210,899	169,520
Camp Verde	42	10,883	5.14%	10,875	8,741
Chino Valley	63	10,783	5.10%	10,825	8,701
Clarkdale	11	4,072	1.92%	4,103	3,298
Cottonwood	17	11,224	5.30%	11,238	9,033
Dewey-Humboldt	19	3,889	1.84%	3,896	3,132
Jerome	1	442	0.21%	441	354
Prescott	42	39,865	18.84%	39,771	31,968
Prescott Valley	38	38,964	18.42%	38,839	31,219
Dual Counties Yavapai, Maricopa, Coconino	34	7,206	3.41%	7,198	5,781
Unincorporated Areas	7,862	84,255	39.82%	83,714	67,289

Source: U.S.Census Bureau

Community Profile - Continued

Population by Sex, Est	2010	Percentage	2000	Percentage
Total Population	10,817	100%	7,835	100%
Male	5,333	49.30%	3,845	49.07%
Female	5,484	50.70%	3,990	50.93%

Source: U.S.Census Bureau

Racial/Ethnic Composition Est	2010	Percentage	2000	Percentage
Total Population	10,817	100%	7,835	100%
White, Non-Hispanic	8,859	81.90%	6,865	87.62%
Hispanic	1,623	15.00%	766	9.78%
Black	54	0.50%	35	0.45%
Other	281	2.60%	169	2.15%

Source: U.S.Census Bureau

Population by Age, Est	2010	Percentage	2000	Percentage
Persons under 5 years	682	6.30%	475	6.06%
Persons under 18 years	2477	22.90%	1604	20.47%
Persons between 18 and 65 years	5473	50.60%	4483	57.22%
Persons 65 years and over	2185	20.20%	1273	16.25%
Total Population	10,817	100%	7,835	100%

Source: U.S.Census Bureau

Schools in Chino Valley						
	2012	2011	2010	2009	2008	2007
<b>Public Schools</b>						
Del Rio Elementary	527	520	575	621	627	630
Territorial Elementary School – Home of the Cowboys	383	410	429	501	528	572
Heritage Middle School – Home of the Hawks	563	582	658	658	707	716
Chino Valley High School – Home of the Cougars	748	779	738	825	831	801
Source: ADE ADMS 45-1 Report FY2007 - 2012						
<b>Charter Schools</b>						
Mingus Springs Charter School – Home of the Bobcats	162	158	165	163	169	174
<b>College</b>						
Yavapai College	369	342	438	410	530	550

Source: Chino Valley Schools/Yavapai College

Neighborhood Resources	
<b>Active Parks</b>	
Memory Park	1
Community Center	1
Old Home Manner Ball Field	1
Park Acres	47
Trails within the town	3 Miles
<b>Passive Parks</b>	
Center Street Park	1
Appaloosa Meadows open space	1

Source: Town of Chino Valley

Infrastructure	
Total Miles of Streets	142
Total Paved Streets	105
Total Unpaved Streets	37
Cold Mix Repairs (lbs)	144 tons
Hot Mix Repairs (tons)	35 tons
Miles of Water Mains	19.5
Number of Water Connections	606
Miles of Wastewater Lines	23
Number of Sewer Connections	1711

Source: Town of Chino Valley

Community Profile - Continued

Chino Valley Fire District	
<u>Areas Covered</u>	<u>Stations &amp; Personnel</u>
Chino Valley	Fire houses - 3
Paulden	Employees - 40
Unincorporated Areas	

Source: Chino Valley Fire District

Incident Type	
Period 2008 - 2012	
Fire	231
Explosion - no fire	2
Rescue /Medical Emergency	7,396
Hazardous Conditions - no fire	110
Misc Service Calls	1,334
Good Intent Call	577
False Alarm /False Calls	394
Severe Weather/Natural Disaster	12
Special Incident Type	15
<b>Total Calls in the 4 year period</b>	<b>10,071</b>

Source: Chino Valley Fire District

Public Safety					
	<u>2012</u>	<u>2011</u>	<u>2010</u>	<u>2009</u>	<u>2008</u>
<b><u>CALLS FOR SERVICES</u></b>	15,350	13,091	14,514	11,855	11,801
<b>PART 1 CRIMES REPORTED</b>					
Buglary	43	62	58	49	61
Larceny-Theft	143	157	165	197	200
Motor Vehicle Theft	11	16	11	18	13
Assault Arrests (agg & Simple)	62	69	76	102	101
Homicide	2	0	0	0	0
<b>PART 2 CRIMES REPORTED</b>					
DUI Arrests	49	38	47	110	98
Sex Offenses	20	25	14	18	25
Drugs (Sales, Mfg, Possess)	54	57	63	42	60
<b>OTHER CALLS FOR SERVICE</b>					
Domestic Violence	103	48	51	57	61
Accidents	203	203	174	205	232
<b>CODE ENFORCEMENT</b>					
Reportings	234				

Source: Chino Valley Police Department

Community Profile - Continued

<b>Elections</b>	<b>2013</b>	<b>2011</b>	<b>2009</b>	<b>2007</b>	<b>2005</b>
<u>Primary - Mayor &amp; Council and Ballot Measure Election</u>					
	<u>March</u>	<u>March</u>	<u>March</u>	<u>March</u>	<u>March</u>
Number of Registered Voters	6027	5766	5736	4721	4357
Number of votes Cast	2092	2256	2561	2022	1640
% of registered voters that Voted	34.70%	39.12%	44.65%	42.83%	37.64%
<u>General - Run Off and/or Single Ballot Election</u>					
		<u>May</u>	<u>May</u>	<u>May</u>	
Number of Registered Voters		5604	5512	4736	
Number of votes Cast		2949	1900	1536	
% of registered voters that Voted		52.62%	34.47%	32.43%	
<u>Special Election - Utility Measure - Sewer</u>					
					<u>November</u>
Number of Registered Voters					4187
Number of votes Cast					1862
% of registered voters that Voted					44.47%

Information provided by Town Clerk's Department

<b>Approximate Drive Times From Chino Valley</b>		
Prescott, AZ		24 mins
Prescott Valley, AZ		25 mins
Grand Canyon, AZ	1 Hour	55 mins
Flagstaff, AZ	1 Hour	23 mins
Sedona, AZ	1 Hour	32 mins
Lake Powell, AZ	3 Hours	41 mins
Albuquerque, NM	5 Hours	52 mins
Kingman, AZ	1 Hour	56 mins
Las Vegas, NV	3 Hours	31 mins
Phoenix, AZ	1 Hour	51 mins
Tucson, AZ	3 Hours	38 mins
Los Angeles, CA	6 Hours	27 mins

Source: Mapquest

<b>Weather</b>				
Period of Record Monthly Climate Summary				
Month	Average Temperature		Average Precipitation	Average Snowfall
	Daily Max	Daily Min		
January	52.3	21.5	0.95	2.2
February	56.3	24.1	0.93	1.4
March	62.1	28.3	0.92	1.3
April	69.9	34.4	0.56	0.2
May	78.5	41.7	0.34	0
June	88.6	49.8	0.28	0
July	92.4	59	1.81	0
August	89.5	57.2	2.01	0
September	85.5	49.1	1.27	0
October	75	38	0.81	0
November	63.2	27.3	0.64	0.5
December	53.7	21.3	0.97	1.5
Annual	72.3	37.6	11.5	7.1

Period of Record: 6/1/1941 to 9/30/2012

Source: Western Regional Climate Center

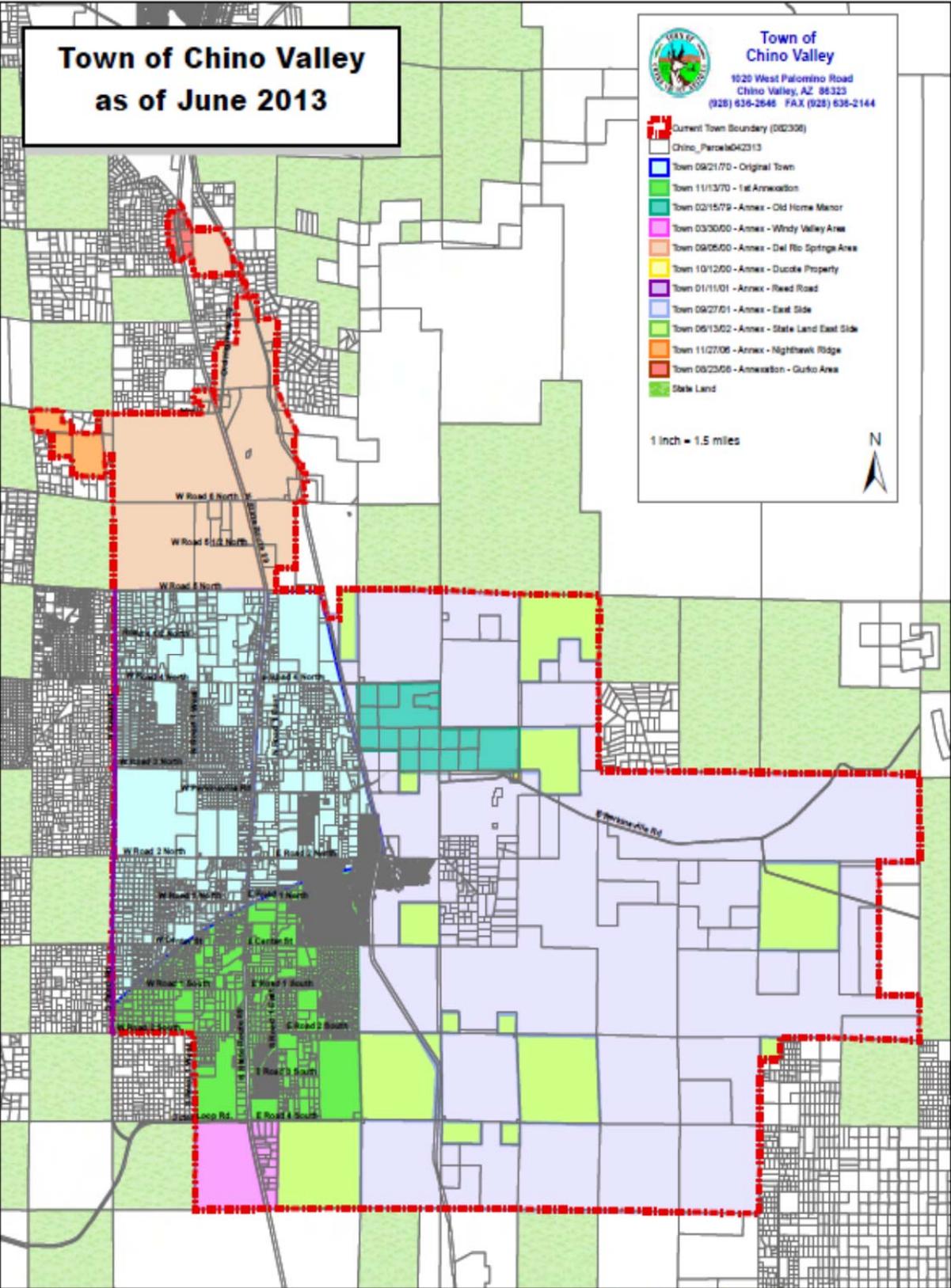


# Town of Chino Valley as of June 2013


**Town of Chino Valley**  
 1020 West Palomino Road  
 Chino Valley, AZ 86323  
 (928) 636-2646 FAX (928) 636-2144

-  Current Town Boundary (002306)
-  Chino\_Parole042313
-  Town 09/21/70 - Original Town
-  Town 11/13/70 - 1st Annexation
-  Town 02/15/79 - Annex - Old Home Manor
-  Town 03/06/00 - Annex - Windy Valley Area
-  Town 09/05/00 - Annex - Del Rio Springs Area
-  Town 10/12/00 - Annex - Ducote Property
-  Town 01/11/01 - Annex - Reed Road
-  Town 09/27/01 - Annex - East Side
-  Town 05/13/02 - Annex - State Land East Side
-  Town 11/27/06 - Annex - Nighthawk Ridge
-  Town 06/25/08 - Annexation - Gurko Area
-  State Land

1 inch = 1.5 miles



The Town of Chino Valley assumes no responsibility for errors, omissions, and/or inaccuracies in this mapping product.

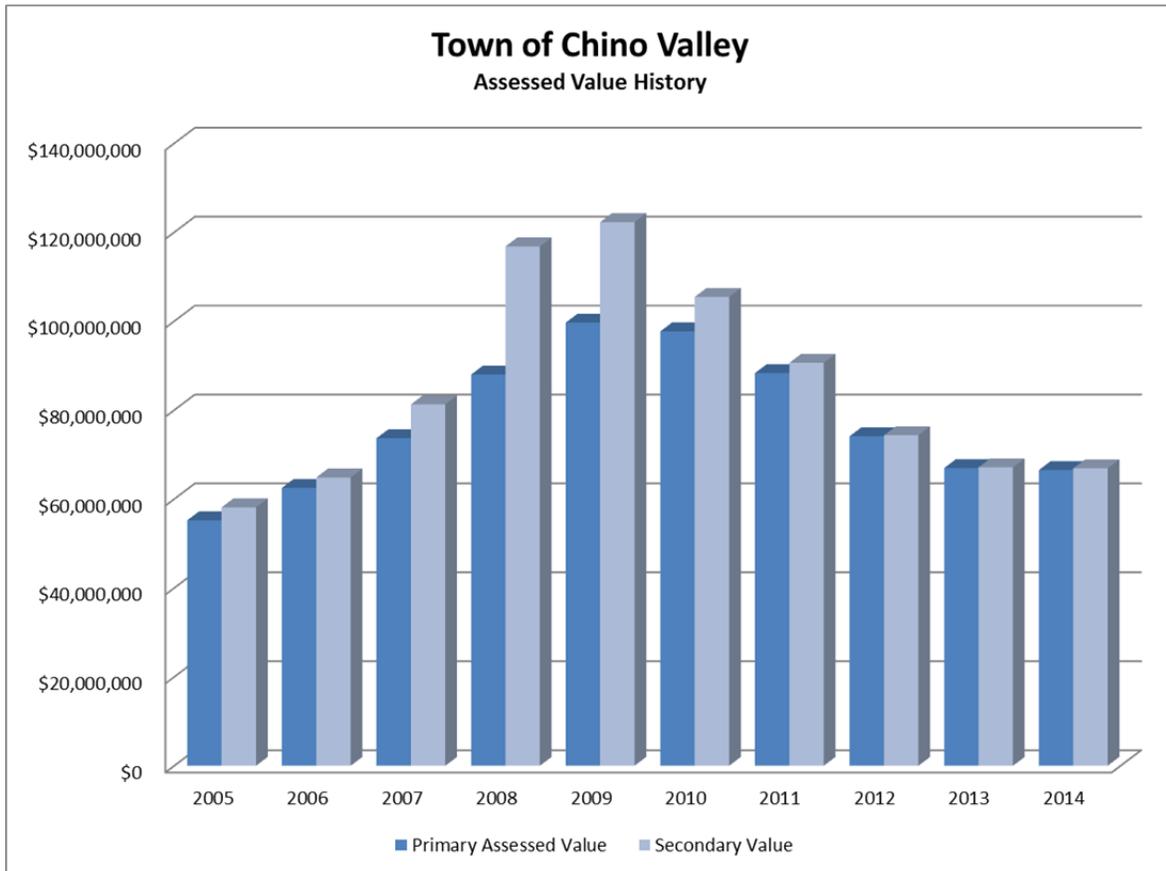
## TOWN OF CHINO VALLEY ASSESSED VALUE

Chino Valley does not assess a primary or secondary property tax. The Town's Assessed Values for the last 10 years are summarized below:

Town of Chino Valley Assessed Value History - Last 10 Years*										
	2005	2006	2007	2008	2009	2010	2011	2012	2013	2014
Primary Value	\$55,206,997	\$62,491,905	\$73,660,808	\$87,984,637	\$99,671,389	\$97,702,687	\$88,307,350	\$74,109,132	\$66,970,381	\$66,507,361
% Change	15%	13%	18%	19%	13%	-2%	-10%	-16%	-10%	-1%
Secondary Value	\$58,130,830	\$64,845,063	\$81,283,795	\$116,815,366	\$122,276,572	\$105,453,785	\$90,631,086	\$74,322,200	\$67,121,326	\$66,893,394
% Change	15%	12%	25%	44%	5%	-14%	-14%	-18%	-10%	0%

Under Arizona Law there are two primary valuation bases: Primary and Secondary. The primary (limited) assessed valuation is used when levying for maintenance and operation of cities, towns, counties, school districts, community college districts, and the state. The secondary (full cash) assessed valuation is used when levying for debt retirement, voter-approved budget overrides, and maintenance and operation of special service districts.

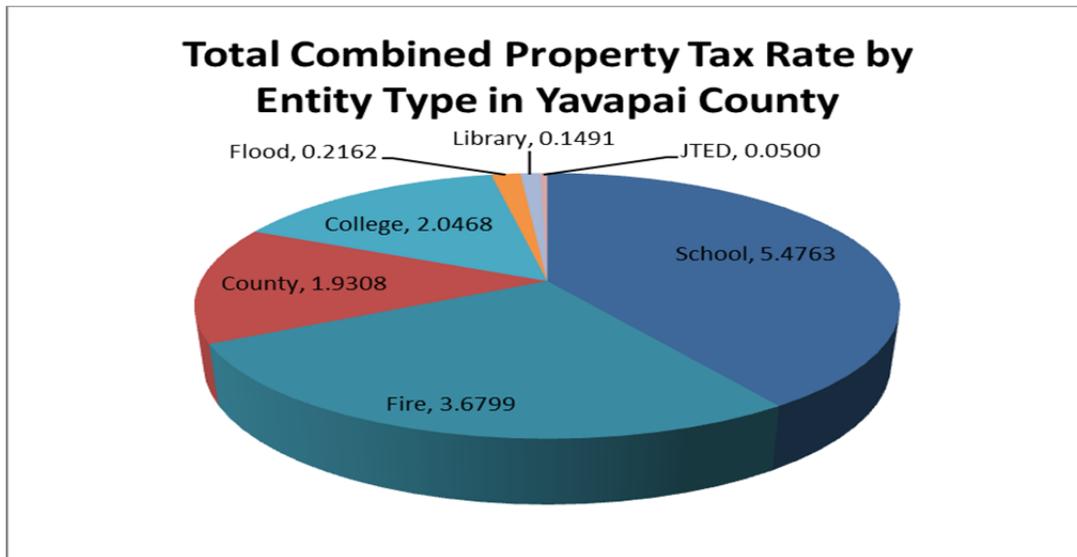
\* Source Yavapai County Assessor's Office



## OTHER OVERLAPPING TAXING DISTRICTS

Chino Valley residents pay property taxes to the following overlapping taxing districts:

Yavapai County                      Yavapai County Community College District                      Yavapai County Fire District  
 Chino Valley District                      Yavapai County Library District                      Yavapai County Flood Control District  
 Joint Technology Education District (JTED)



The Total Primary and Secondary Tax Rates assessed by these districts in Fiscal Year 2013/2014 are summarized below:

District		Chino Valley
School Equalization	School	0.5123
School District Primary	School	4.9640
School District Secondary	School	0.0000
<b>Total School District</b>		<b>5.4763</b>
Fire Dist. Contribution	Fire	0.1000
Fire Districts	Fire	3.5799
<b>Total Fire District</b>		<b>3.6799</b>
Yavapai County	County	1.9308
<b>Total Yavapai County</b>		<b>1.9308</b>
Yavapai Community College	College	0.2227
Yavapai Community College	College	1.8241
Flood Control District	Flood	0.2162
YC Library District	Library	0.1491
Joint Tech. Education District	Education	0.0500
<b>Total Other Districts</b>		<b>2.4621</b>
<b>Total All Districts</b>		<b>13.5491</b>

## BUDGET PROCESS

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The development of the budget occurs throughout the year and is headed by the Town Manager, Finance Director and the town's department heads. The budget is prepared to fulfill state requirements and follows the budget calendar which includes the state's mandated deadlines. The budget calendar is reviewed with the department heads and Finance Committee.

The Budget kick off meeting is held with all department heads. The Finance Department prepares and distributes budget worksheets and instructions to each of the department heads. Along with the budget worksheets, form, instructions, and information regarding the preparation of the Five-Year Capital Improvement Plan are provided.

The Finance Department updates and prepares the Revenue Manual which projects each revenue line item of the town and is used as the basis for the amount of resources available in the next fiscal year. A presentation of the revenue projections is presented to Council and a copy is published on the Town's website.

Budget meetings are held with the Town Manager, Finance Director and Department Heads. Proposed budgets, capital requests, personnel requests and other issues are reviewed.

The preliminary budget is prepared and reviewed with Town Council at the Budget Hearing Meetings. The preliminary budget is published on the Town's website.

The Tentative Budget is adopted at a regular council meeting and published two times prior to its final adoption.

The key components of the budget development include:

**Communication** - Detailed information is provided to each department including instructions and submittal deadlines. Department's provide their mission statement, program description, current fiscal year accomplishments, next fiscal year's initiatives and goals, performance measures and financial information. The detailed financial information includes new personnel requests, operating expense information and capital requests.

**Coordination** – Each department plays a significant role in the budget process. Departments strive to meet the common objectives of the Town of Chino Valley knowing that it is critical to coordinate with other departments in the decision making process.

**Forecasting** – Forecasting is an essential part of each department in the decision-making process. Short and long range forecasts are used to project each department's ability to accomplish their goals and objectives.

**Council** – The Council's policies and goals set the direction for the development of the budget. The council determines the major initiatives that the departments use as a basis for developing their budget.

**Town Manager** – The Town Manager communicates the Council's goals and objectives to the department heads.

**Preliminary Budget** - The information gathered from each department is compiled with the other budget information and a preliminary budget is prepared. The preliminary budget is reviewed by the City Manager and each department. Updates are made based on these reviews.

**Budget Hearings** – Special public meetings are held with council to review and discuss the various departments proposed budget expenditures along with their accomplishments, initiatives and performance measures.

**Adoption of the Tentative Budget** - The City Manager submits the proposed budget to the Council for their adoption. Once the Tentative budget is adopted the total budget amount cannot be increased. The tentative budget is published once a week for at least two consecutive weeks including the notice of public hearing stating the time and date of the final budget adoption. The Tentative Budget is also published on the town website.

**Final Budget Adoption** – After the public hearing to obtain taxpayer’s comments the Final Budget is adopted by Council.

**Amending the Budget** – Control of the legally adopted annual budget is at the department level. The Town Manager may authorize the department to exceed the budget on one line item as long as other line items are reduced by a like amount. If a department is projected to be over budget the Town Council may authorized a budget adjustment from one department to another or the use of contingency funds to cover the overage.

## BUDGET CALENDAR

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**Town of Chino Valley  
Budget Calendar  
Fiscal Year Ending June 30, 2015**

		Date	State Deadline
Council Retreat to determine next year budget goals / strategic plan		December - February	
Modify/update budget database/format budget		January	
Review Budget Calendar and format with departments	Tuesday	February 11, 2014	
Distribute budget materials to departments	Thursday	February 13, 2014	
Complete revenue projections	Friday	February 28, 2014	
Review Budget Calendar with Finance Committee	Tuesday	March 4, 2014	
Finance Director meeting with departments		March 1 - 14, 2014	
Budget worksheets due from departments	Friday	March 14, 2014	
Departments budget meetings with Town Manager to review base budgets, capital budgets, new personnel requests and other issues		March 17 - 28, 2014	
Revenue Manual presented to Council	Tuesday	March 25, 2014	
Council Budget Hearing #1	Wednesday	April 16, 2014	
Council Budget Hearing #2	Thursday	April 17, 2014	
Council Budget Hearing #3	Wednesday	April 23, 2014	
Council Budget Hearing #4 - review tentative budget	Thursday	May 15, 2014	
Adopt Tentative Budget	Tuesday	May 27, 2014	July 15, 2013
First publication of Tentative Budget	Wednesday	May 28, 2014	
Second publication of Tentative Budget	Wednesday	June 4, 2014	
Adopt Final Budget	Tuesday	June 24, 2014	

## FUND STRUCTURE

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The government environment differs from that of business enterprises; however, underlying accounting policies share many characteristics with private-sector accounting. The principles for financial accounting and reporting for municipalities are established by the Governmental Accounting Standards Board (GASB). The accounting of sources and uses is separated into various fund types. Each fund is a self-balancing accounting entity reporting the assets, liabilities, equity and performance of the fund.

To ensure legal compliance and financial management for the various restricted revenues and program expenditures, the Town's accounting and budget structure is segregated into various funds. The Town utilizes fund accounting, which is a method of tracking revenues and expenditures based on restrictions being placed on the revenues requiring that they be used for specific purposes only. All funds are included in the budget document and reported in the annually audited financial statements.

**Governmental Funds** – uses the modified accrual basis of accounting and budgeting.

- **General Fund**—The General Fund is the main operating fund of the Town of Chino Valley. It accounts for the majority of the departments within the Town. This fund is used to account for basic governmental services supported mainly by local sales taxes.
- **Special Revenue Fund**—Special Revenue Funds are separate accounting records used to track revenues and related expenditures that are legally restricted for specific purposes. The Town maintains eight (8) different Special Revenue Funds as follows:
  - Highway User Revenue Fund (HURF) - accounts for the Town's share of Arizona's highway user tax revenues and associated expenditures.
  - CDBG Grants Fund - accounts for grant funds received through the Community Development Block Grant program.
  - Special Revenue Fund - Court—accounts for funds received through fees/fines and collections that are usable only for court purposes.
  - Grants Fund - accounts for all grants received from outside entities except CDBG Grants.
  - Impact Fee Funds - accounts for development impact fees collected by the Town. The Town collects Police Impact Fees, Library Impact Fees, Parks & Recreation Impact Fees and Roads Impact Fees.
  - Special Revenue Fund - Police - accounts for fees collected for vehicles impounded by the Police Department.
  - Capital Asset Replacement - accounts for funds used to acquire capital assets.
  - CVSLID Street Lighting Improvement Districts - accounts for funds received and disbursed for three lighting districts within the Town.
- **Capital Project Fund**—Capital Project Funds account for the acquisition and construction of major capital facilities, except enterprise fund projects which are included in Proprietary Funds.

**Proprietary Funds** – uses the accrual basis of accounting and budgeting, except that budgeted capital outlay items are treated as assets for accounting purposes and not reflected as expenditures. These expenses are recognized as depreciation over the useful life of the asset. The Town does not include depreciation expense in the budget. The Town budgets for the total debt service payments (principal and interest) in the budget.

- **Enterprise Funds** – These funds account for operations financed primarily by user fees and are operated in a manner similar to private business. The Town’s two Proprietary Funds are the Water Fund and the Wastewater Fund.

**Debt Service Fund**—Debt Service Fund is used to account for the funding allocations and the payments of general long-term debt principal, interest and related costs.

## BASIS OF ACCOUNTING AND BUDGETING OF FUNDS

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The Town of Chino Valley's budget is prepared substantially consistent with generally accepted accounting principles (GAAP). Significant differences include:

- Encumbrances are treated as expenditures at fiscal year-end.
- Vacation and sick pay are not accrued at year end.
- Interest expense is not accrued in General Fund and HURF fund departments.
- Depreciation Expense is not budgeted for.
- Capital expenditures are recorded as an expenditure and an asset in GAAP.

The Town applies the following basis of accounting depending on the fund type:

- **Modified Accrual** – Revenues are recognized when measurable and available. The Town recognizes revenue received within 60 days of year end.
- **Accrual** – Revenues are recorded when earned and expenses are recorded when a liability is incurred, regardless of the timing of the related cash flow.

<b>Town of Chino Valley</b>		
<b>Basis of Accounting and Budgeting by Fund Type</b>		
<b>Fund</b>	<b>Basis of Accounting</b>	<b>Basis of Budgeting</b>
<b>General fund</b>	Modified Accrual	Modified Accrual
<b>Special Revenue Funds</b>		
Highway User Revenue Fund (HURF)	Modified Accrual	Modified Accrual
CDBG Grants Fund	Modified Accrual	Modified Accrual
Special Revenue Fund - Court	Modified Accrual	Modified Accrual
Grants Fund	Modified Accrual	Modified Accrual
Impact Fee Funds	Modified Accrual	Modified Accrual
Special Revenue Fund - Police	Modified Accrual	Modified Accrual
Capital Asset Replacement	Modified Accrual	Modified Accrual
CVSLID Street Lighting Improvement District	Modified Accrual	Modified Accrual
<b>Capital Project Fund</b>	Modified Accrual	Modified Accrual
<b>Proprietary Funds</b>		
Water Enterprise Fund	Accrual Basis	Accrual Basis
Sewer Enterprise Fund	Accrual Basis	Accrual Basis

## BUDGET DEFINITION OF FUNDS

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In the Budget the Town further defines each fund as a Major or Non-Major fund based on the resources and activity within each fund.

<b>Town of Chino Valley</b>	
<b>2014/2015 Budget \$29,966,774</b>	
<b>Major Funds</b>	<b>Non Major Funds</b>
<b>General Fund \$7,854,300</b>	<b>Grants Fund \$3,470,000</b>
Prosecutor	
Town Clerk	<b>CDBG Grants Fund \$264,000</b>
Town Manager	
Human Resources	<b>Special Revenue Fund Court \$35,000</b>
Magistrate Court	
Finance	<b>Special Revenue Fund Police Department \$40,000</b>
Mgmt. Info Systems	
Mayor and Council	<b>Lighting Improvement Districts \$4,000</b>
Planning	
Building Inspection	<b>Impact Fee Funds \$103,578</b>
Police	
Animal Control	<b>Asset Replacement Fund \$10,000</b>
Recreation	
Library	
Senior Center	
Parks	
Aquatic Center	
Facilities Maintenance	
Vehicle Maintenance	
Engineering	
Non-Departmental	
Contingency	
<b>HURF Fund \$1,200,350</b>	
Roads and Streets	
<b>Utility Fund \$2,467,614</b>	
Water Enterprise Fund	
Sewer Enterprise Fund	
<b>Capital Improvement Fund \$13,776,000</b>	
<b>Debt Service Fund \$741,932</b>	

# TOWN POLICIES

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Adopted by Council Resolution No. 13-1010, May 28, 2013

## OPERATING MANAGEMENT / BUDGET POLICIES

A budget calendar shall be prepared each year and will follow the specific dates set forth by the State of Arizona statute for completion of each of the tasks necessary to prepare and adopt the annual budget.

All departments will participate in the responsibility of meeting policy goals and ensuring long-term financial health. Future service plans and program initiatives will be developed to reflect current policy directives, projected resources and future service requirements. In order to ensure compliance with policy, sunset provisions will be required on all grant program initiatives and incorporated into other service plans, as appropriate.

The budget process is intended to weigh all competing requests for Town resources, within expected fiscal constraints. Requests for new, ongoing programs made outside the budget process will be discouraged.

Budget development will use strategic multi-year fiscal planning, conservative revenue forecasts, and modified zero-base expenditure analysis that requires every program to be justified annually in terms of meeting intended objectives and in terms of value received for dollars allocated. The process will include a diligent review of programs by staff and management.

A budget must be balanced for all funds. Total estimated expenditures for each of the governmental fund types must equal total anticipated revenues plus that portion of beginning of the year unreserved fund balance, in excess of the required fund balance reserve. Estimated expenses for enterprise funds types must equal total anticipated revenues and unreserved retained earnings.

Revenues are recognized when they become measurable and available, and expenditures are encumbered against the budget when they become measurable, or a liability has been incurred, and the liability will be liquidated with current resources. All outstanding expenditures are charged to the budget in the year initially incurred.

All budgeted expenditures not authorized by a purchase order lapse at year-end (June 30). Expenditures placed with an authorized purchase order before year-end must be received and invoiced by June 30 and must be paid within 60 calendar days of the close of the fiscal year. Expenditures not paid within this time frame are then charged against the next year's budget.

Special one-time revenue sources (e.g., sales tax audit revenue) will be used to purchase non-recurring items like capital goods. One-time revenues will not be used to support items that will have a long-term operational impact on future Town expenditures.

For those special revenue funds supported by intergovernmental revenues and special purpose taxes, expenditures are limited strictly to the mandates of the funding source. These resources are not to be used to subsidize other funds, except as required or permitted by program regulations.

Annual budgets are adopted for all funds except certain trust and agency funds. Controls for trust and agency funds are achieved through stipulations in the trust agreements, or by State or Federal agency requirements.

The annual budget shall be adopted at the fund level. Expenditures may not exceed the budgeted total of the fund without the Town Council's approval. The reallocation of operating expenditures within each fund requires the approval to the Town Manager. Reallocations of capital expenditures requires the approval of the Town Council

Addition of personnel will only be requested to meet program initiatives and policy directives; after service needs have been thoroughly examined and it is substantiated that additional staffing will result in increased revenue or enhanced operating efficiencies. To the extent feasible, personnel cost reductions will be achieved through attrition.

As a component of the budget process and when fiscal resources permit, the Town Council may allocate funds to Outside Agency Providers for business, social, recreational or economic development, or promotional services. All requests for funding must be submitted on the Town's Outside Agency request form and must meet the following criteria:

- a. Provide a service consistent with an existing recognized Town need, policy, and goal or objective.
- b. Have completed the application process, and the application has been determined to be accurate and complete.

Enterprise (Water and Sewer) user fees and charges will be examined annually to ensure that they recover all direct and indirect costs of service and any change will be approved by the Town Council. Any unfavorable balances in cost recovery will be highlighted in budget documents. Rate adjustments for enterprise operations will be based on five-year fund plans.

All non-enterprise user fees and charges will be examined annually to determine the direct and indirect cost of service recovery rates. The acceptable recovery rate and any associated changes to user fees and charges will be approved by the Town Council, through the budget process.

Wherever possible, all user fees and charges will be automatically adjusted on an annual basis. The automatic adjustment will be tied to the ENR Index (Engineering News Record). Town Council will determine which fees and charges are subject to the automatic adjustment when changes are made to these fees.

Grant funding will be considered to leverage Town funds. Inconsistent and/or fluctuating grants should not be used to fund ongoing programs. Programs financed with grant monies will be budgeted in separate cost centers, and the service program will be adjusted to reflect the level of available funding. In the event of reduced grant funding, Town resources will be substituted only after all program priorities and alternatives are considered during the budget process.

Balanced revenue and expenditure forecasts will be prepared to examine the Town's ability to absorb operating costs due to changes in the economy, service demands, and capital improvements. The forecast will be updated annually, focus on a three-year horizon, but include a five-year outlook. The forecasts will be incorporated into the annual budget.

Alternative means of service delivery will be evaluated to ensure that quality services are provided to our citizens at the most competitive and economical cost. Departments, in cooperation with the Finance Department, will identify all activities that could be provided by another source and review options/alternatives to current service delivery. The review of service delivery alternatives and the need for the service will be performed annually or on an "opportunity" basis.

Cash and investment programs will be maintained in accordance with the Town Code and the adopted investment policy and will ensure that proper controls and safeguards are maintained. Town funds will be

managed in a prudent and diligent manner with an emphasis on safety of principal, liquidity, and financial return on principal, in that order.

## CAPITAL MANAGEMENT POLICIES

A five-year Capital Improvement Plan will be developed and updated annually, including anticipated funding sources. Capital improvement projects are defined as infrastructure or equipment purchases or construction which results in a capitalized asset costing more than \$50,000 and having a useful (depreciable) life of five years or more.

The Capital Improvement Plan will include, in addition to current operating maintenance expenditures, adequate funding to support repair and replacement of deteriorating infrastructure and avoidance of a significant unfunded liability.

Proposed capital projects will be reviewed and prioritized by a cross-departmental team regarding accurate costing (design, capital, and operating) and overall consistency with the Town's goals and objectives. Financing sources will then be identified for the highest ranking projects. Capital projects and/or capital asset purchases will receive a higher priority if they meet some or most of the following criteria.

- a. Project/asset is mandatory.
- b. Project/asset is regulatory or environmentally driven.
- c. Project/asset spurs economic development.
- d. Project/asset improves efficiency.
- e. Project/asset provides a needed service.
- f. Project/asset will have a high usage.
- g. Project/asset will have a useful life of longer than five years.
- h. Project/asset will reduce operating and maintenance costs.
- i. Project/asset has available state/federal grants.
- j. Project/asset eliminates a hazard.
- k. Project/asset is a prior commitment.
- l. Project/asset improves the health, safety and welfare of the Town's residents.

Capital improvement lifecycle costs will be coordinated with the development of the Operating Budget. Future operating, maintenance and replacement costs associated with new capital improvements will be forecast, matched to available resources and included in the Operating Budget. Capital project contract awards will include a fiscal impact statement disclosing the expected operating impact of the project and when such cost is expected to occur.

To the extent possible, pay-as-you-go financing will be utilized as the funding mechanism for the implementation of the elements of the Town's Capital Improvement Plan. Pay-as-you-go financing is defined as all sources of revenue other than Town debt issuance, i.e., fund balance contributions, developer contributions, grants, endowments, etc.

## DEBT MANAGEMENT POLICIES

The Town will seek to maintain and, if possible, improve its current bond rating in order to minimize borrowing costs and preserve access to credit.

An analysis showing how the new issue combined with current debt impacts on the Town's debt capacity and conformance with Town debt policies will accompany every future bond issue proposal.

The Town will communicate, and, where appropriate, coordinate with all jurisdictions with which we share a common tax base concerning our collective plans for future debt issues.

General Obligation debt, which is supported by property tax revenues and grows in proportion to the Town's assessed valuation and/or property tax rate increases, will be utilized as authorized by voters. Other types of voter-approved debt (e.g., water, sewer, and HURF) may also be utilized when they are supported by dedicated revenue sources (e.g., fees and user charges).

Town Debt Service costs (Municipal Property Corporation, Revenue Bonds, General Obligation Bonds, HURF and Contractual Debt) should not exceed 25 percent of the Town's operating revenue in order to control fixed costs and ensure expenditure flexibility.

General Obligation debt issuances will be managed on an annual basis to match funds to Capital Improvement Plan cash flow requirements while being sensitive to the property tax burden on citizens. Careful management of bond issuances will allow the Town to not exceed \$1.50 property tax per \$100 assessed value.

Municipal Property Corporation and contractual debt, which is non-voter approved, will be utilized only when a dedicated revenue source (e.g., additional sales tax) can be identified to pay debt service expenses.

Debt financing should not exceed the useful life of the infrastructure improvement.

For Governmental Funds a ratio of current assets to current liabilities of at least 2/1 will be maintained to ensure the Town's ability to pay short-term obligations.

Bond interest earnings will be limited to funding changes to the bond financed Capital Improvement Plan, as approved by Town Council, or be applied to debt service payment on the bonds issued for construction of this plan.

## CONTINGENCY POLICY

A contingency account equal to 5 percent of the combined expenditure budget of the General, HURF and Enterprise funds will be maintained annually and in the Funds budget. Contingency funds will be available to offset unanticipated revenue shortfalls and/or unexpected expenditure increases. Contingency funds may also be used for unanticipated and/or inadequately budgeted events threatening the public health or safety. Use of contingency funds should be utilized only after all budget sources have been examined for available funds, and subject to Town Council approval.

## RESERVE POLICIES

All fund designations and reserves will be evaluated annually for long-term adequacy and use requirements in conjunction with development of the Town's balanced five year financial plan.

The Town will maintain a fund stabilization reserve of 25 percent of General government (General and HURF Funds) and Enterprise funds (Water and Wastewater) operating expenditures for unforeseen emergencies or catastrophic impacts to the Town. Reserve Funds in excess of 25 percent may be used for economic investment in the community when justified by the financial return to the Town to be evaluated by Council on a yearly basis.

All other funds must never incur a negative fund balance.

The Town will establish an equipment reserve fund and will appropriate funds as General Fund Revenues permit to it annually to provide for the timely replacement of equipment and vehicles. Operating departments will be charged for replacement costs spread over the useful life of the equipment and vehicles.

## FINANCIAL REPORTING POLICIES

The Town's accounting and financial reporting systems will be maintained in conformance with all state and federal laws, generally accepted accounting principles (GAAP) and standards of the Governmental Accounting Standards Board (GASB) and the Government Finance Officers Association (GFOA).

The Finance Department prepares monthly financial reports and delivers the same to the Town Manager, Town Council, and the department Directors no later than the 2<sup>nd</sup> Council meeting of each month. The reports will be available on the Town's website.

The Town Manager and Finance Director will notify the Town Council if the total revenues in the General Fund, HURF Fund, or Enterprise Funds are projected to decrease by an amount greater than 10% of budget during a fiscal year and if any expenditure within the General Fund, HURF Fund, or Enterprise Funds will cause the funds to be over budget.

An annual Financial Report is prepared for the State of Arizona and sent to the State Auditor's Office no later than October 30<sup>th</sup> when feasible, and oral and written presentation will be made to the Town Council. This report is available to the Town's Council, securities and bonding agencies, and citizens and will be available on the Town's website.

An annual audit will be performed by an independent public accounting firm and budgeted for in the general fund. The audit scope shall include the following:

- a. All general purpose, combining and individual fund, and account group statements and schedules shall be subject to a full scope audit.
- b. All Town departments are subject to audit for compliance with the laws and statutes of the State of Arizona.
- c. All state, federal and local grant funding are subject to a financial and compliance audit.

Every five years, the Finance Department will issue a request for banking services to all qualified banks located within the Town's geographic boundaries. The award of banking services will be made solely on the response to the request for proposal. After a depository is selected, a banking service contract will be approved by the Town Council.

Every five years the Finance Department will issue a request for professional auditing services. The award for auditing services will be made solely based on the response to the request for proposal. The Town Council will select and approve the contract for audit services.

Financial systems will maintain internal controls to monitor revenues, expenditures, and program performance on an ongoing basis. The internal controls will be sufficient as to prevent loss of Town assets. These controls will be documented and reviewed on a periodic basis. Any employee will be prosecuted to the extent of the law in any instance where the employee is proven to have committed an illegal act such as theft.

# FINANCIAL OVERVIEW

## BUDGET SUMMARY

We are pleased to present the budget for Fiscal Year 2014/2015. The Budget was prepared with the recognition that although the Town of Chino Valley appears to have reached the bottom of the current recession, there remains a high level of economic uncertainty at the federal, state and county levels. The Town Council took major steps last fiscal year to assist the Town stabilizing its financial posture. These steps included a 1% sales tax increase, user rate changes, and water and wastewater rate increases.

This budget continues to emphasize the Town's commitment to provide cost effective services to the community.

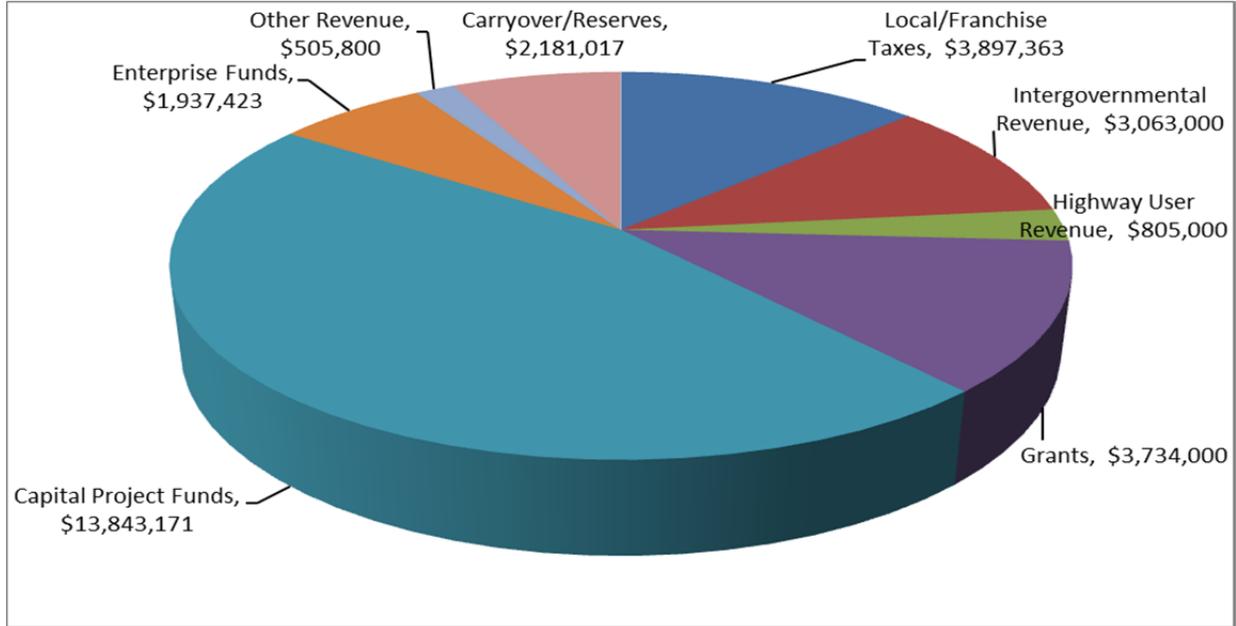
## SOURCES AND USES OF FUNDS

The table below summarizes the budgeted total sources and use of funds for the last five fiscal years:

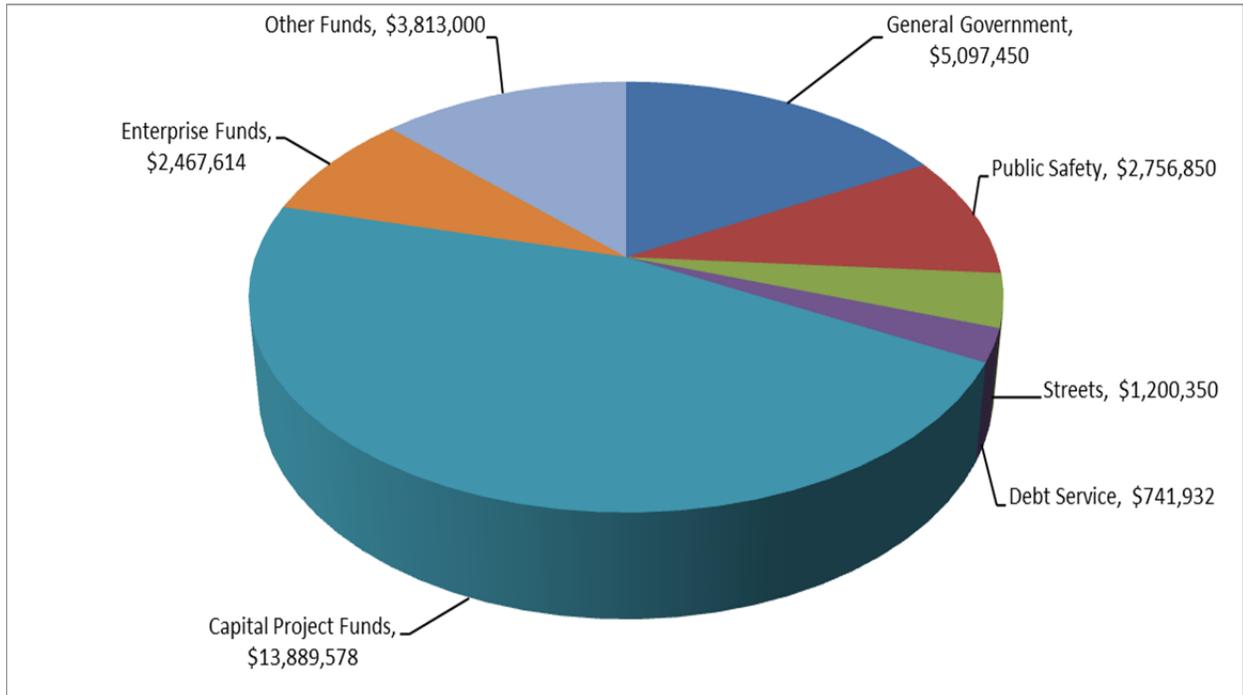
Town of Chino Valley					
Budgeted Total Sources and Uses by Fiscal Year					
	Fiscal Year 2010-11	Fiscal Year 2011-12	Fiscal Year 2012-13	Fiscal Year 2013-14	Fiscal Year 2014-15
<b>Sources of Funds</b>					
Local/Franchise Taxes	\$ 2,415,666	\$ 2,372,500	\$ 2,435,500	\$ 4,049,500	\$ 3,897,363
Intergovernmental Revenue	\$ 3,006,118	\$ 2,454,447	\$ 2,797,095	\$ 2,892,400	\$ 3,063,000
Highway User Revenue	\$ 842,820	\$ 641,023	\$ 762,561	\$ 763,000	\$ 805,000
Grants	\$ 7,537,976	\$ 751,935	\$ 859,635	\$ 700,000	\$ 3,734,000
Capital Project Funds	\$ 20,693,557	\$ 3,276,156	\$ 3,212,220	\$ 4,793,600	\$ 13,843,171
Enterprise Funds	\$ 17,804,400	\$ 1,917,220	\$ 1,808,980	\$ 1,780,000	\$ 1,937,423
Other Revenue	\$ 706,186	\$ 621,202	\$ 882,137	\$ 463,478	\$ 505,800
Carryover/Reserves	\$ 4,809,986	\$ 3,139,667	\$ 2,490,357	\$ 1,327,288	\$ 2,181,017
<b>Total All Funding Sources</b>	<b>\$ 57,816,709</b>	<b>\$ 15,174,150</b>	<b>\$ 15,248,485</b>	<b>\$ 16,769,266</b>	<b>\$ 29,966,774</b>
<b>Uses of Funds</b>					
General Government	\$ 4,423,774	\$ 4,142,632	\$ 4,553,285	\$ 4,819,180	\$ 5,097,450
Public Safety	\$ 2,416,162	\$ 2,272,583	\$ 2,275,158	\$ 2,583,050	\$ 2,756,850
Streets	\$ 5,299,443	\$ 712,671	\$ 757,994	\$ 1,019,550	\$ 1,200,350
Debt Service	\$ 1,076,929	\$ 437,133	\$ 851,975	\$ 590,620	\$ 741,932
Capital Project Funds	\$ 21,725,052	\$ 2,947,502	\$ 2,926,779	\$ 4,700,000	\$ 13,889,578
Enterprise Funds	\$ 18,831,479	\$ 3,673,509	\$ 2,840,734	\$ 2,317,960	\$ 2,467,614
Other Funds	\$ 4,043,870	\$ 988,120	\$ 1,042,560	\$ 738,906	\$ 3,813,000
	<b>\$ 57,816,709</b>	<b>\$ 15,174,150</b>	<b>\$ 15,248,485</b>	<b>\$ 16,769,266</b>	<b>\$ 29,966,774</b>

The following charts are representations of the Towns revenue and expenditure distribution for fiscal year 2014-2015:

### Where the Money Comes From



### WHERE THE MONEY GOES



## SUMMARY OF CHANGES IN FUND BALANCE BY FUND

The table below summarizes the net change in Fund Balance by Major Fund Type projected through Fiscal year 2017:

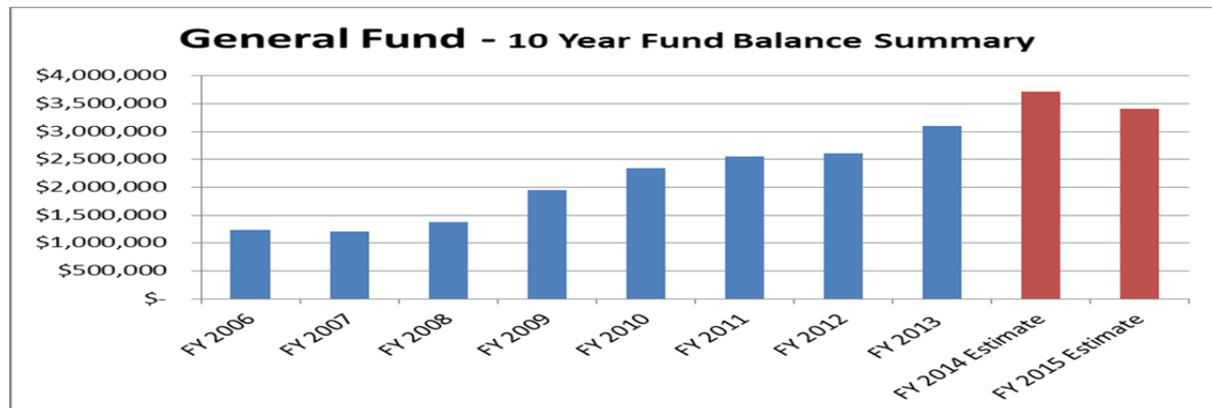
Town of Chino Valley								
Fund Balance by Fiscal Year								
	Total All Funds	General Fund	HURF Fund	Water Enterprise	Sewer Enterprise	Capital Improvement	Debt Service	Total Non Major Funds
Fund Balance 6/30/12	21,264,471	2,613,608	747,377	3,921,364	9,997,690	304,455	499,054	3,180,923
<b>Fiscal Year 2013</b>								
Revenues	12,507,663	6,681,857	785,860	802,565	1,211,934	1,498,461	603,587	923,399
Expenditures	13,867,597	6,194,721	609,786	733,401	2,221,273	1,673,812	817,083	1,617,521
Fund Balance 6/30/13	19,904,537	3,100,744	923,451	3,990,528	8,988,351	129,104	285,558	2,486,800
<b>Fiscal Year 2014</b>								
Revenues	14,001,021	7,441,113	773,203	682,666	1,444,902	2,145,982	585,120	928,034
Expenditures	14,140,648	6,832,135	979,897	613,837	1,597,281	1,887,099	585,120	1,645,279
Fund Balance 6/30/14	19,764,910	3,709,722	716,757	4,059,357	8,835,972	387,986	285,558	1,769,556
<b>Fiscal Year 2015</b>								
Revenues	29,801,889	7,514,213	807,350	713,700	1,504,423	14,727,560	739,432	3,795,211
Expenditures	31,972,906	7,854,300	1,200,350	713,700	1,753,914	14,896,132	741,932	4,812,578
Fund Balance 6/30/15	17,593,893	3,369,635	323,757	4,059,357	8,586,482	219,414	283,058	752,189
<b>Fiscal Year 2016</b>								
Revenues	20,030,818	7,717,230	823,450	616,482	1,610,537	7,816,075	736,944	710,100
Expenditures	20,394,792	7,827,335	902,331	616,482	1,765,287	7,553,926	736,944	992,488
Fund Balance 6/30/16	17,229,919	3,259,530	244,877	4,059,357	8,431,732	481,564	283,058	469,801
<b>Fiscal Year 2017</b>								
Revenues	15,827,864	7,887,100	839,350	635,035	1,724,980	3,292,055	739,244	710,100
Expenditures	15,860,240	8,068,409	905,120	635,035	1,792,452	3,012,479	741,744	705,000
Fund Balance 6/30/17	17,197,543	3,078,221	179,106	4,059,357	8,364,260	761,139	280,558	474,901

The charts on the following pages detail each of the Town's Major Funds Fund Balance projections from Fiscal Year 2013/2014 through Fiscal Year 2016/2017. The charts detail the significant revenue and expense items each fiscal year and the required ending Fund Balance per Town Policy. A narrative is included to describe each item.

## GENERAL FUND BALANCE

TOWN OF CHINO VALLEY					
GENERAL FUND					
	Budget FY 13-14	Estimate FY 13-14	Budget FY 14-15	Budget FY 15-16	Budget FY 16-17
<b>REVENUES</b>					
On Going Revenues	7,138,350	7,155,633	7,404,213	7,607,230	7,777,100
One Time Revenue					
Prescott Sales Tax Settlement	220,000	220,000			
Carry Over	43,880		450,087	220,105	291,309
<b>TOTAL REVENUES</b>	<b>\$ 7,402,230</b>	<b>\$ 7,375,633</b>	<b>\$ 7,854,300</b>	<b>\$ 7,827,335</b>	<b>\$ 8,068,409</b>
<b>EXPENDITURES</b>					
Department Expenditures	7,052,230	6,726,135	7,487,300	7,477,335	7,718,409
Contingencies	350,000	106,000	367,000	350,000	350,000
<b>TOTAL EXPENDITURES</b>	<b>\$ 7,402,230</b>	<b>\$ 6,832,135</b>	<b>\$ 7,854,300</b>	<b>\$ 7,827,335</b>	<b>\$ 8,068,409</b>
<b>REVENUES (UNDER) OVER EXPENDITURES</b>	<b>\$0</b>	<b>\$543,498</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>
<b>Transfers In</b>					
Capital Improvement Fund	55,480	55,480	100,000	100,000	100,000
Police Spec Revenue Fund	10,000	10,000	10,000	10,000	10,000
<b>REVENUES (UNDER) OVER AFTER TRANSFERS</b>	<b>65,480</b>	<b>65,480</b>	<b># 110,000</b>	<b>110,000</b>	<b>110,000</b>
<b>BEGINNING FUND BALANCE</b>					
BEGINNING FUND BALANCE	\$ 2,840,811	\$ 3,100,744	A \$ 3,709,722	\$ 3,369,635	\$ 3,259,530
REVENUES (UNDER) OVER EXPENDITURES	\$0	\$543,498	\$0	\$0	\$0
TRANSFERS IN	65,480	65,480	110,000	110,000	110,000
LESS CARRY OVER	\$ (43,880)	\$ -	\$ (450,087)	\$ (220,105)	\$ (291,309)
<b>ENDING FUND BALANCE</b>	<b>\$ 2,862,411</b>	<b>\$ 3,709,722</b>	<b>\$ 3,369,635</b>	<b>\$ 3,259,530</b>	<b>\$ 3,078,221</b>
<b>LESS INTERFUND LOANS</b>					
LESS INTERFUND LOANS	\$ 1,300,000	\$ 1,311,979	\$ 1,300,000	\$ 1,300,000	\$ 1,300,000
<b>TOTAL AVAILABLE RESOURCES</b>	<b>\$ 1,562,411</b>	<b>\$ 2,397,743</b>	<b>\$ 2,069,635</b>	<b>\$ 1,959,530</b>	<b>\$ 1,778,221</b>
<b>Minimum Reserve Requirement @ 25% of total expenditures</b>					
Minimum Reserve Requirement @ 25% of total expenditures	1,850,558	1,708,034	1,963,575	1,956,834	2,017,102

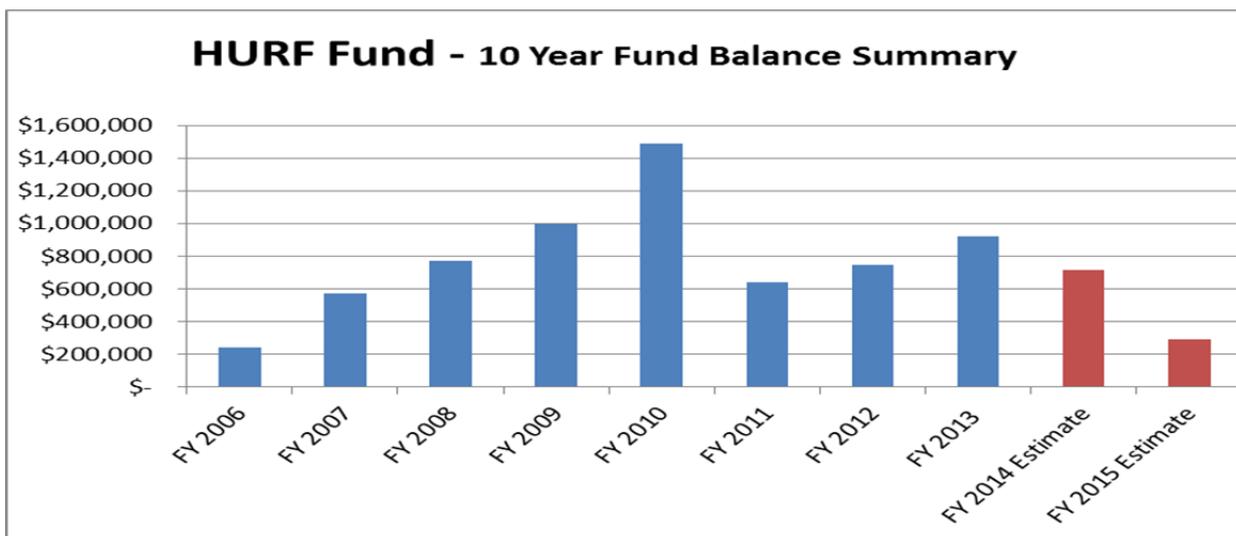
The Town adopted an additional 1% Sales Tax that became effective on June 1, 2013. The Increase is projected to generate \$1,150,000 starting in fiscal year 2013/2014. The Town has settled with the City Prescott on an outstanding amount due from Chino Valley's Pipeline Transportation Tax. This is one-time revenue of \$220,000 is included in the General Fund.



## SPECIAL REVENUE FUND – HIGHWAY USER FUND (HURF)

TOWN OF CHINO VALLEY					
HURF FUND					
	Budget FY 13-14	Estimate FY 13-14	Budget FY 14-15	Budget FY 15-16	Budget FY 16-17
<b>REVENUES</b>					
On Going Revenues	765,850	773,203	807,350	823,450	839,350
Carry Over	253,700	206,694	428,000	114,981	102,770
<b>TOTAL REVENUES</b>	<b>\$ 1,019,550</b>	<b>\$ 979,897</b>	<b>\$ 1,235,350</b>	<b>\$ 938,431</b>	<b>\$ 942,120</b>
<b>EXPENDITURES</b>					
Department Expenditures	719,550	679,897	875,350	827,331	855,120
Road Material	300,000	300,000	175,000	75,000	50,000
Perkinsville Roundabout			150,000		
<b>TOTAL EXPENDITURES</b>	<b>\$ 1,019,550</b>	<b>\$ 979,897</b>	<b>\$ 1,200,350</b>	<b>\$ 902,331</b>	<b>\$ 905,120</b>
<b>REVENUES (UNDER) OVER EXPENDITURES</b>	<b>\$0</b>	<b>\$0</b>	<b>\$35,000</b>	<b>\$36,100</b>	<b>\$37,000</b>
BEGINNING FUND BALANCE	\$ 923,451	\$ 923,451	\$ 716,757	\$ 323,757	\$ 244,876
LESS CARRY OVER	\$ (253,700)	\$ (206,694)	\$ (428,000)	\$ (114,981)	\$ (102,770)
<b>ENDING FUND BALANCE</b>	<b>\$ 669,751</b>	<b>\$ 716,757</b>	<b>\$ 323,757</b>	<b>\$ 244,876</b>	<b>\$ 179,106</b>
Minimum Reserve Requirement @ 25% of department expenditures	254,888	244,974	225,088	225,583	226,280

Highway User Funds are restricted and must be used solely for street and highway purposes. At the end of Fiscal Year 2014, the Town is projecting a fund balance of \$716,757. The Town is projecting to increase the HURF budget by \$221,000 over the next two fiscal years and to use a portion of the fund balance to complete a significant amount of road maintenance work. \$150,000 is budgeted to assist ADOT with a round a bout at Perkinsville Road.



## CAPITAL IMPROVEMENTS FUND

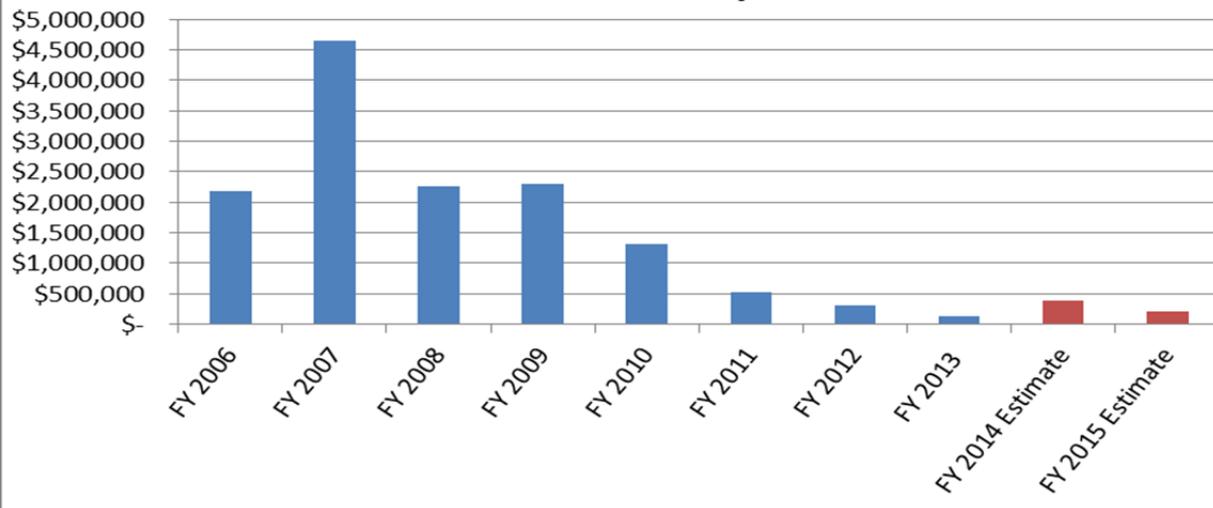
<b>TOWN OF CHINO VALLEY</b>					
<b>CAPITAL IMPROVEMENT FUND</b>					
	Budget FY 13-14	Estimate FY 13-14	Budget FY 14-15	Budget FY 15-16	Budget FY 16-17
<b>REVENUES</b>					
On Going Revenues	3,206,800	1,219,263	3,241,560	3,266,075	3,292,055
Transfers In from Road Impact Fees	1,000,000	744,000	886,000	-	
Bond Proceeds	500,000		9,000,000	3,900,000	
Yavapai Drainage District	1,084,000	182,719	400,000	500,000	
Lease Purchase Proceeds	-		1,200,000	150,000	-
Carry Over			168,572		
<b>TOTAL REVENUES</b>	<b>\$ 5,790,800</b>	<b>\$ 2,145,982</b>	<b>\$ 14,896,132</b>	<b>\$ 7,816,075</b>	<b>\$ 3,292,055</b>
<b>EXPENDITURES</b>					
Department Expenditures	2,000,000		2,290,000	2,000,000	2,000,000
Road Impact Fee Projects	1,000,000	744,000	886,000	-	
Bond Projects	500,000		9,000,000	3,900,000	
Yavapai Drainage District	1,084,000	260,000	400,000	500,000	-
Unisourse Gas Payment		25,000			
Lease Purchase Equipment			1,200,000	150,000	-
TFRS To General Fund	55,480	55,480	100,000	100,000	100,000
TFRS To Water Enterprise	220,000	220,000	280,700	169,482	173,035
TFRS To Sewer Enterprise	-		-	-	-
TFRS To Debt Service Fund	582,619	582,619	739,432	734,444	739,444
<b>TOTAL EXPENDITURES</b>	<b>\$ 5,442,099</b>	<b>\$ 1,887,099</b>	<b>\$ 14,896,132</b>	<b>\$ 7,553,926</b>	<b>\$ 3,012,479</b>
<b>REVENUES (UNDER) OVER EXPENDITURES</b>	<b>\$348,701</b>	<b>\$258,883</b>	<b>\$0</b>	<b>\$262,149</b>	<b>\$279,576</b>
BEGINNING FUND BALANCE	\$ 129,104	\$ 129,104	\$ 387,987	\$ 219,415	\$ 481,564
LESS CARRY OVER			\$ (168,572)		
<b>ENDING FUND BALANCE</b>	<b>\$ 477,805</b>	<b>\$ 387,987</b>	<b>\$ 219,415</b>	<b>\$ 481,564</b>	<b>\$ 761,140</b>

The Capital Improvement Fund anticipates completion of several major projects this fiscal year. The funds for these projects will be transferred in from the Roads Impact Fee Fund and the Yavapai Drainage District, The Town intends to hold a bond election in November 2014 to authorize the Town to acquire the Prescott Water System, Buy out the Waste Water Plant Construction Manager at Risk Contract and begin installing water and sewer trunk lines along the Highway 89 commercial corridor.

The Capital Improvement Fund is projected to continue supporting the General Fund, Water Enterprise Fund and Debt Service Fund next fiscal year.

Per resolution number 04-711 adopted June 24, 2004 the funds from the 1% sales tax accounted for in the Capital Improvement Fund are to be used for water acquisition and extension, sewer extensions, park and pool improvements and additional police officers.

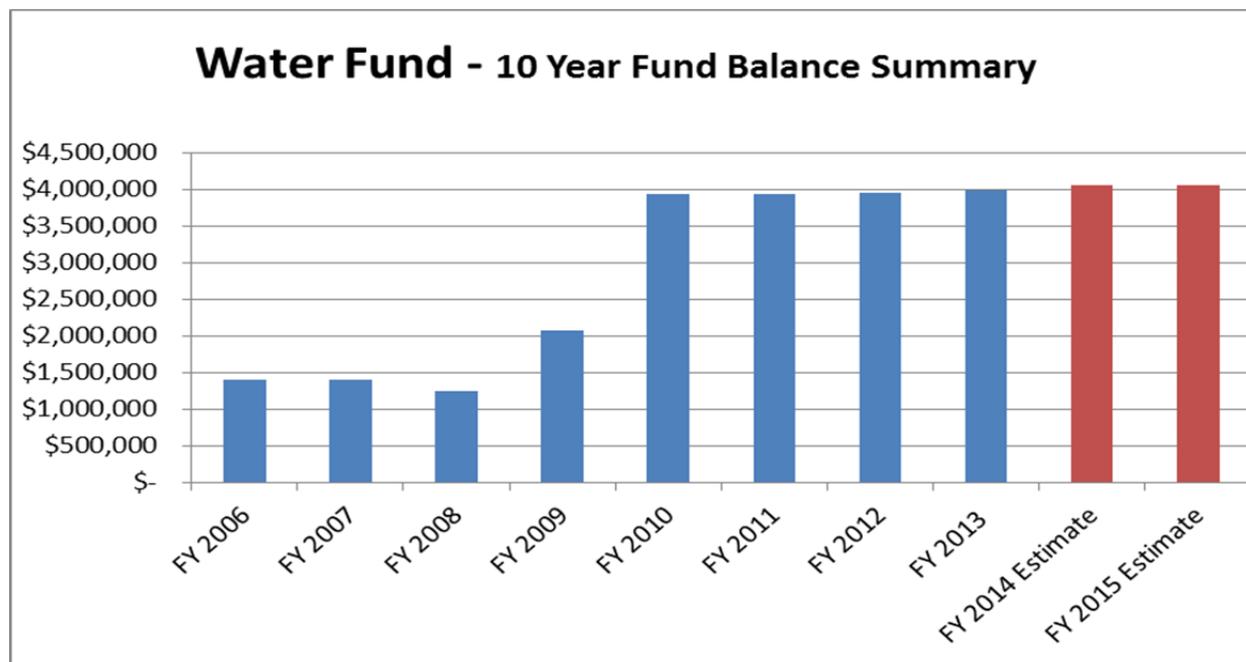
## Capital Improvement Fund - 10 Year Fund Balance Summary



## WATER ENTERPRISE FUND

TOWN OF CHINO VALLEY WATER FUND						
	Budget FY 13-14	Estimate FY 13-14	Budget FY 14-15	Budget FY 15-16	Budget FY 16-17	Budget FY 17-18
<b>REVENUES</b>						
On Going Revenues	472,000	462,666	433,000	447,000	462,000	478,000
Carry Over	-	-	-	-	-	-
<b>TOTAL REVENUES</b>	<b>\$ 472,000</b>	<b>\$ 462,666</b>	<b>\$ 433,000</b>	<b>\$ 447,000</b>	<b>\$ 462,000</b>	<b>\$ 478,000</b>
<b>EXPENDITURES</b>						
Department Expenditures	539,700	541,942	611,800	515,769	530,672	546,022
Debt/Contingency	94,895	71,895	101,900	100,713	104,363	102,663
<b>TOTAL EXPENDITURES</b>	<b>\$ 634,595</b>	<b>\$ 613,837</b>	<b>\$ 713,700</b>	<b>\$ 616,482</b>	<b>\$ 635,035</b>	<b>\$ 648,685</b>
<b>REVENUES (UNDER) OVER EXPENDITURES</b>	<b>(\$162,595)</b>	<b>(\$151,171)</b>	<b>(\$280,700)</b>	<b>(\$169,482)</b>	<b>(\$173,035)</b>	<b>(\$170,685)</b>
Transfers In						
Transfers From Capital Improvement Fund	220,000	220,000	280,700	169,482	173,035	170,685
<b>REVENUES (UNDER) OVER AFTER TRANSFER</b>	<b>\$ 57,405</b>	<b>\$ 68,829</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>
BEGINNING FUND BALANCE	\$ 4,212,572	\$ 3,990,528	\$ 4,059,357	\$ 4,059,357	\$ 4,059,357	\$ 4,059,357
LESS CARRYOVER	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
<b>ENDING FUND BALANCE</b>	<b>\$ 4,269,977</b>	<b>\$ 4,059,357</b>				
LESS FIXED ASSETS AND L.T. OBLIGATIONS	\$ 4,000,000	\$ 4,000,000	\$ 4,000,000	\$ 4,000,000	\$ 4,000,000	\$ 4,000,000
<b>TOTAL AVAILABLE RESOURCES</b>	<b>\$ 269,977</b>	<b>\$ 59,357</b>				
Minimum Reserve Requirement @ 25% of total department expenditures	158,649		178,425	154,121	158,759	162,171

The Town adopted new water rates during Fiscal Year 2013. The effect of the rate increase will reduce the subsidy the Water Fund is receiving from the Capital Improvement Fund each year. The on-going revenue projection assumes no additional customers are being added to the system each year. However, the Town is actively pursuing adding new customers by acquiring other water systems within the Town.

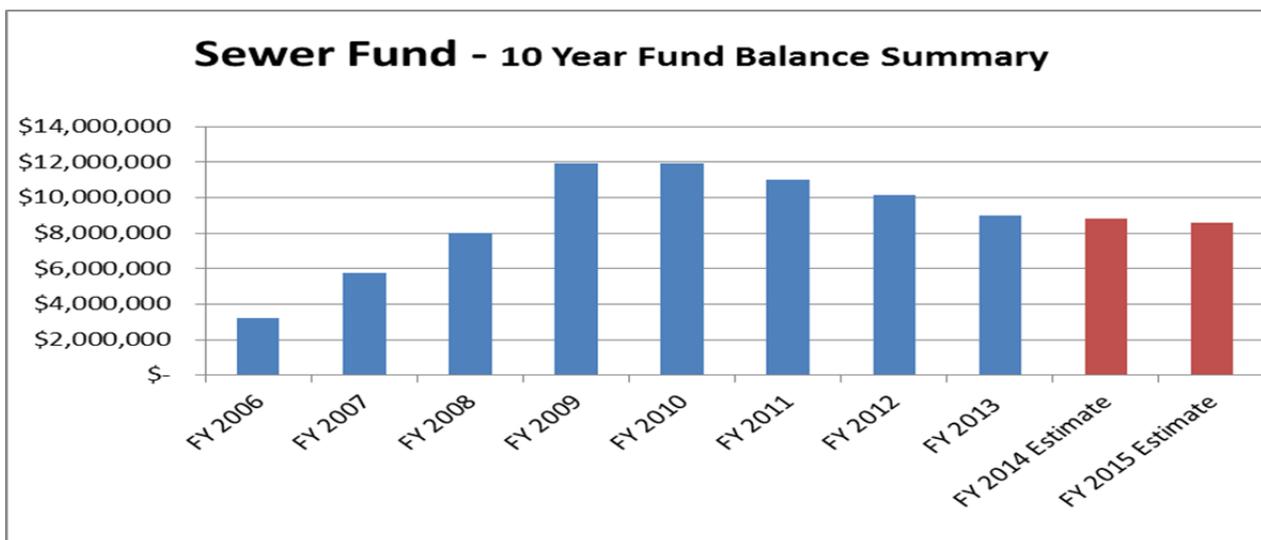


## SEWER ENTERPRISE FUND

TOWN OF CHINO VALLEY					
SEWER FUND					
	Budget FY 13-14	Estimate FY 13-14	Budget FY 14-15	Budget FY 15-16	Budget FY 16-17
<b>REVENUES</b>					
On Going Revenues	1,308,000	1,444,902	1,504,423	1,610,537	1,724,980
Carry Over	375,365	152,379	249,491	154,750	67,472
<b>TOTAL REVENUES</b>	<b>\$ 1,683,365</b>	<b>\$ 1,597,281</b>	<b>\$ 1,753,914</b>	<b>\$ 1,765,287</b>	<b>\$ 1,792,452</b>
<b>EXPENDITURES</b>					
Department Expenditures	892,050	874,466	982,100	993,473	1,020,637
Debt/Contingency	791,315	722,815	771,814	771,814	771,815
<b>TOTAL EXPENDITURES</b>	<b>\$ 1,683,365</b>	<b>\$ 1,597,281</b>	<b>\$ 1,753,914</b>	<b>\$ 1,765,287</b>	<b>\$ 1,792,452</b>
<b>REVENUES (UNDER) OVER EXPENDITURES</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>
BEGINNING FUND BALANCE	\$ 9,765,417	\$ 8,988,351	\$ 8,835,972	\$ 8,586,481	\$ 8,431,731
LESS CARRY OVER	\$ (375,365)	\$ (152,379)	\$ (249,491)	\$ (154,750)	\$ (67,472)
<b>ENDING FUND BALANCE</b>	<b>\$ 9,390,052</b>	<b>\$ 8,835,972</b>	<b>\$ 8,586,481</b>	<b>\$ 8,431,731</b>	<b>\$ 8,364,259</b>
LESS FIXED ASSETS AND L.T. OBLIGATIONS	\$ 8,500,000	\$ 7,450,000	\$ 7,450,000	\$ 7,450,000	\$ 7,450,000
<b>TOTAL AVAILABLE RESOURCES</b>	<b>\$ 890,052</b>	<b>\$ 1,385,972</b>	<b>\$ 1,136,481</b>	<b>\$ 981,731</b>	<b>\$ 914,259</b>
Minimum Reserve Requirement @ 25% of total department expenditures	420,841	399,320	438,479	441,322	448,113

The Total Available Resources reflect the current assets available for use less net fixed assets and long term debt/obligations.

The Town adopted new sewer rates during Fiscal Year 2013. The effect of the rate increase will reduce the amount of carry over the department uses each fiscal year. The on-going revenue projections assume no additional customers are being added to the system each year. However the Town does have a mandatory connection policy if a major sewer line is extended to within 400 feet from a property line.



## INTERDEPARTMENTAL CHARGES

The Town of Chino Valley departments provide services and incur expenses assisting other departments with their programs and services. These costs are estimated annually and allocated between departments through interdepartmental transfers. The departments that provide services to other departments will charge the expenses through the Indirect Out line item. The departments receiving the services record the expense through the Indirect In line item. The schedule below summarizes the net charges between the Town's departments and funds.

<b>Town of Chino Valley</b>	
<b>Interdepartmental Charges</b>	
	<b>Budget FY 14/15</b>
<b>General Fund</b>	
Building Department	\$ (26,000)
Engineering	\$ (27,500)
Finance	\$ (14,000)
Human Resources	\$ (13,000)
Management Information Systems	\$ (3,500)
Town Manager	\$ (22,000)
Facilities Maint	\$ 33,500
Aquatics	\$ 34,500
Vehicle Maintenance	\$ (38,000)
Recreation	\$ 17,500
<b>Total General Fund</b>	<b>\$ (58,500)</b>
<b>HURF Fund</b>	
Total General Fund	\$ 65,500
Roads and Streets	\$ (131,000)
Facility Maintenance	\$ (33,500)
<b>Total HURF Fund</b>	<b>\$ (99,000)</b>
<b>Water Fund</b>	
Water Fund	\$ 114,500
Recreation	\$ (26,000)
Aquatics	
<b>Total Water Fund</b>	<b>\$ 88,500</b>
<b>Sewer Fund</b>	
HURF	\$ 60,000
Sewer	\$ 35,500
Recreation	\$ (26,500)
<b>Total Sewer Fund</b>	<b>\$ 69,000</b>
<b>Net Interdepartmental by Fund</b>	<b>\$ -</b>

## INTER FUND TRANSFERS SUMMARY

The table below summarizes the transfers between funds.

<b>Town of Chino Valley</b>			
<b>Interfund Transfer Summary</b>			
	<b>Budget 13-14</b>	<b>Actual FY 12-13</b>	<b>Budget 14-15</b>
<b>General Fund</b>			
From Capital Improvement	\$ 55,480	\$ 55,480	\$ 100,000
From PD Special Revenue	\$ 10,000	\$ 10,000	\$ 10,000
<b>Debt Service Fund</b>			
From Capital Improvement	\$ 585,120	\$ 585,120	\$ 739,432
<b>Capital Projects Fund</b>			
To General Fund	\$ (55,480)	\$ (55,480)	\$ (100,000)
To Debt Service Fund	\$ (585,120)	\$ (585,120)	\$ (739,432)
To Water Enterprise Fund	\$ (220,000)	\$ (220,000)	\$ (280,700)
From Road Impact Fee Fund	\$ 1,000,000	\$ 744,000	\$ 886,000
<b>Water Enterprise Fund</b>			
From Capital Improvement	\$ 220,000	\$ 220,000	\$ 280,700
<b>Road Impact Fee Fund</b>			
To Capital Improvement	\$ (1,000,000)	\$ (744,000)	\$ (886,000)
<b>Police Special Revenue</b>			
To General Fund	\$ (10,000)	\$ (10,000)	\$ (10,000)
<b>Total Interfund Transfers</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>

## REVENUE DETAIL BY FUND

The following pages detail the Revenues by fund including detail and analysis of the major revenues within each fund.

### GENERAL FUND

Town of Chino Valley					
Total Revenue Summary					
Description	Actual FY 12-13	Budget FY 13-14	Estimate FY 13-14	Budget FY 14-15	Budget FY 15-16
<b>GENERAL FUND</b>					
CABLE FRANCHISE FEES	60,610	64,000	64,638	65,000	66,000
WATER FRANCHISE FEES	6,935	7,000	7,772	8,000	8,000
GAS FRANCHISE FEES	47,354	50,000	48,064	50,000	51,000
ELECTRIC FRANCHISE FEES	18,156	17,500	18,841	19,000	19,500
TOWN SALES TAX-RETAIL	2,287,735	3,670,000	3,634,445	3,500,000	3,600,000
CONSTRUCTION SALES TAX	283,062	225,000	229,767	234,363	239,988
BED TAX	17,353	16,000	20,292	21,000	21,462
BUILDING PERMITS	66,988	65,000	113,484	100,000	102,200
BUSINESS LICENSES	51,417	53,000	58,369	57,000	58,000
PLAN CHECK FEES	49,749	40,000	57,383	50,000	51,000
SIGN PERMITS	3,675	5,000	2,435	5,000	5,000
ZONING PERMITS	5,300	2,000	8,376	5,000	5,000
GRADING PERMITS	24	-	734	-	-
P.A.N.T.	12,801	-	18,208	18,000	18,000
VEHICLE LICENSE TAX	564,342	563,000	562,971	597,000	615,000
COUNTY LIBRARY FUNDS	107,599	110,000	102,967	101,500	103,530
SENIOR NUTRITION REVENUE	58,488	71,000	57,645	58,000	60,000
VICTIM/WITNESS GRANT	3,920	3,900	-	-	-
BULLET PROOF VEST PARTNERSHIP	-	2,500	2,392	2,500	2,500
STATE SHARED SALES TAX	885,391	935,000	934,144	977,000	1,000,000
STATE SHARED INCOME TAX	1,104,934	1,207,000	1,205,795	1,309,000	1,350,000
SALE OF PRINTED MATTER	92	100	20	100	100
COPIER FEES	542	500	200	500	500
GIS PRODUCT REVENUE	16	-	-	-	-
ENGINEERING SERVICES	2,900	4,000	350	2,500	2,500
ENGINEERING INSPECTIONS	-	100	-	-	-
SPECIAL REC PROGRAM INCOME	-	-	1,010	-	-
ADULT SPORTS	1,250	3,000	-	1,000	1,000
PROGRAM INCOME	485	2,000	-	1,000	1,000
AQUATIC CENTER ENTRANCE FEES	38,786	35,000	38,343	38,000	40,000
AQUATIC CENTER CONCESSIONS	10,303	10,000	9,864	10,000	10,000
RECREATION CONCESSIONS	-	-	240	-	-
FACILITIES USE/UTILITY REIMBURSE	339,594	2,500	5,542	2,500	3,000
AQUATIC CTR PROGRAM FEES	16,952	19,000	14,459	15,000	15,000
FACILITIES USE-RECREATION	2,488	4,000	716	1,000	1,000
FACILITIES USE-SENIOR CENTER	3,650	4,000	6,225	6,000	6,000
FACILITIES USE-AQUATIC CENTER	2,937	-	2,316	2,000	2,000
FACILITIES USE-PARKS	7,286	5,000	6,788	7,000	7,000
COPIES & MAPS (LIBRARY)	16	100	100	100	100
S/C NUTRITION PROGRAM INCOME	8,259	9,000	8,197	8,500	8,500

General Fund – Continued

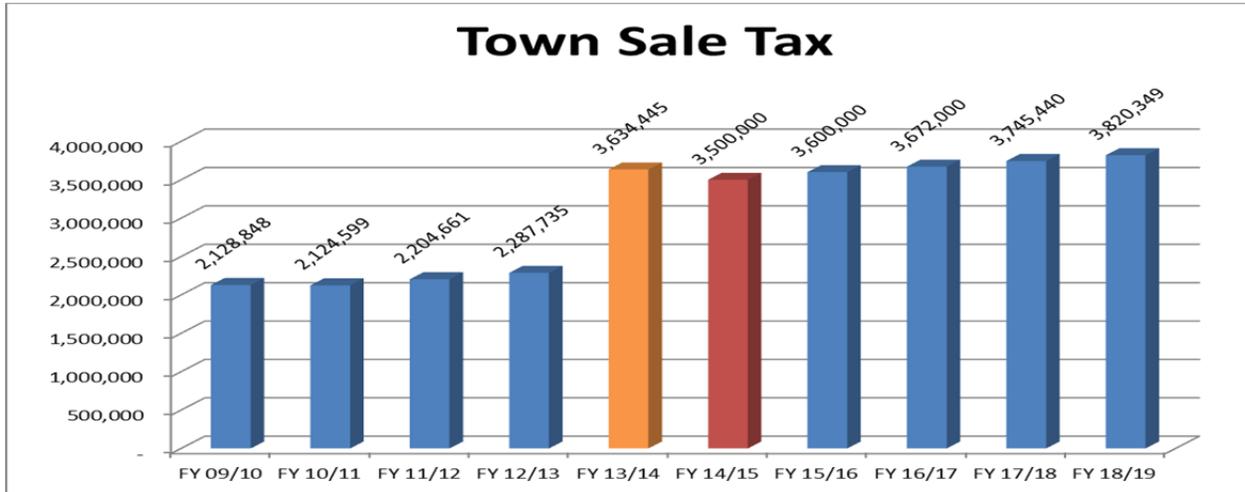
Town of Chino Valley					
Total Revenue Summary					
Description	Actual FY 12-13	Budget FY 13-14	Estimate FY 13-14	Budget FY 14-15	Budget FY 15-16
<b>GENERAL FUND</b>					
RECREATION CLASSES INCOME	960	1,000	-	-	-
POLICE REPORTS	2,280	3,000	2,070	3,000	3,000
INTACT DOG RECOVERY FEES	1,764	2,000	-	-	-
ANIMAL CONTROL FEES	24,915	24,000	25,976	24,000	24,000
LIBRARY FINES	2,890	2,500	3,265	3,000	3,000
LOST BOOKS	669	1,000	1,070	1,000	1,000
TRAFFIC FINES	111,700	100,000	80,614	85,000	86,700
REIMBURSEMENT COURT ATTORNEY	4,643	3,000	4,969	5,000	5,000
RESTITUTION	2,322	-	575	-	-
BOND FORFEITURES	100	-	-	-	-
ADMINISTRATIVE FEES-FINANCE	4,698	2,000	2,363	2,000	2,000
MISCELLANEOUS REVENUE	557	300	265	300	300
SALE OF FIXED ASSETS	879	-	3,010	-	-
DONATIONS/FUNDRAISING	-	-	300	-	-
SENIOR CTR THRIFT STORE	538	1,000	1,314	1,000	1,000
ANIMAL SHELTER DONATIONS	1,422	-	-	-	-
RECREATION SPONSORSHIPS	2,905	5,000	-	-	-
AQUATIC CTR SPONSORSHIPS	46	-	-	-	-
LIBRARY CONTRIBUTIONS	5,200	4,800	4,800	4,800	4,800
SR CTR PROGRAM INCOME	2,760	3,000	1,472	2,000	2,000
INTEREST INCOME - HERMAN ESTATE	32	50	12	50	50
INTEREST INCOME	536	500	469	500	500
TFRS FROM CAPITAL IMPROVE FUND	418,652	55,480	55,480	100,000	100,000
TFRS FROM PD SPECIAL REVENUE FUND	20,002	10,000	10,000	10,000	10,000
<b>TOTAL GENERAL FUND</b>	<b>6,681,857</b>	<b>7,423,830</b>	<b>7,441,113</b>	<b>7,514,213</b>	<b>7,717,230</b>
			11%	1%	3%

Individual General Fund Revenues are projected to increase by a conservative 2% unless additional information is available to justify a different amount. The Town anticipates a 1% increase in total General Fund Revenues next fiscal year.

General Fund Revenues have shown steady growth during fiscal year 2014. The Town increased Town Sales Tax by 1% effective June 1, 2013, which accounts for the majority of the projected revenue increase this fiscal year over fiscal year 2013.

## TOWN SALES TAX

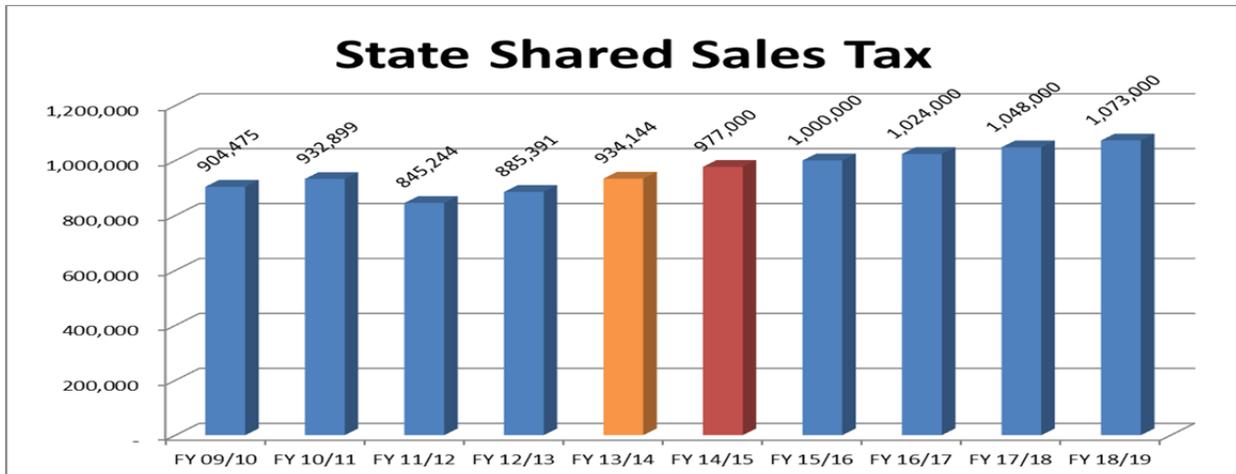
The Town of Chino Valley collects a transaction privilege tax (sales tax) on the gross receipts of business activities. On June 1, 2013 the rate increased from 3% to 4% on the majority of taxable activities in the Town. 1% of the Town's sales tax collected is recorded in the Capital Improvement Fund.



The Chart above summarizes the actual Town Sales Tax collections through fiscal year 2013 and the projected collections through fiscal year 2019. The fiscal year 2014 projection includes the 1% tax rate increase and a one-time payment from the City of Prescott of \$ 220,000. Fiscal year 2015 through 2019 are projected to increase at a conservative rate of 2% per year.

## STATE SHARED SALES TAX

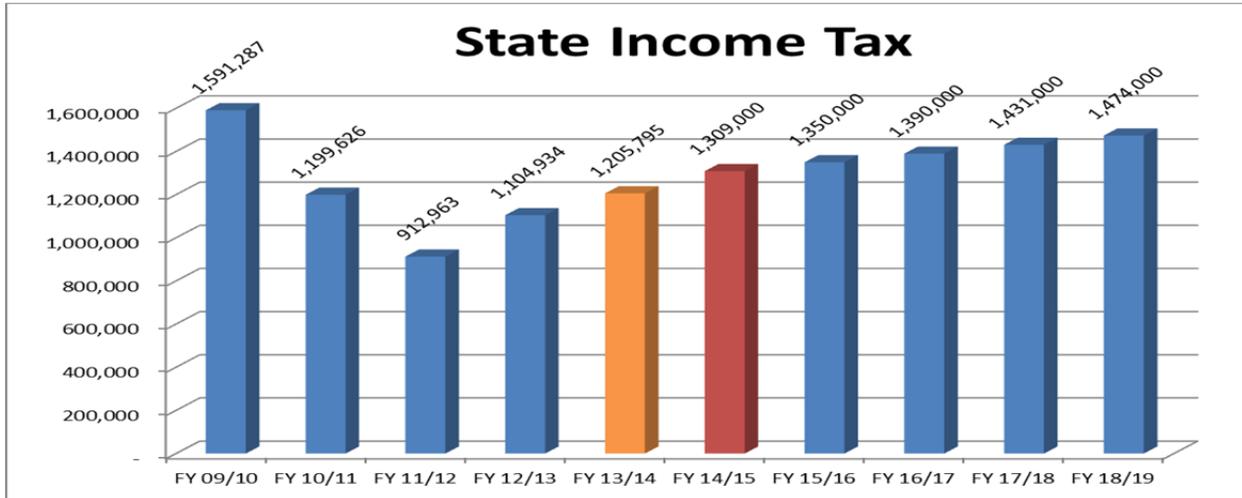
Arizona cities and towns share a portion of the total amount collected from State Sales Tax. The town's portion of the State Sales Tax is based on the relationship of its population to the total population of all cities and towns within the State.



The Chart above summarizes the actual State Shared Sales Tax collections through fiscal year 2013 and the projected collections through fiscal year 2019. The fiscal year 2015 projection is based on an estimate provided by the Arizona Department of Revenue and the League of Arizona Cities and Towns. Fiscal year 2015 through 2019 are projected to increase at a conservative rate of 2% per year.

**STATE SHARED INCOME TAX**

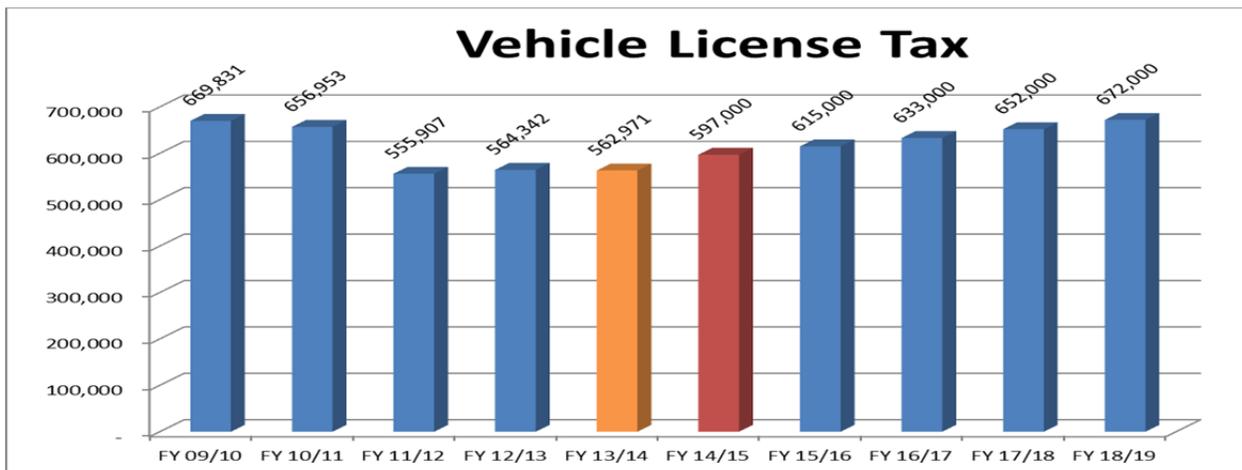
Arizona cities and towns share a portion of the total amount collected from the State Income Tax. A town’s portion of the State Income Tax is based on the relationship of its population to the total population of all cities and towns within the state.



The Chart above summarizes the actual State Income Tax collections through fiscal year 2013 and the projected collections through fiscal year 2019. The fiscal year 2015 projection is based on an estimate provided by the Arizona Department of Revenue and the League of Arizona Cities and Towns. Fiscal year 2016 through 2019 are projected to increase at a conservative rate of 2% per year. The revenues are disbursed by the State two years after collection by the Arizona Department of Revenue.

**VEHICLE LICENSE TAX**

Arizona cities receive a 25% share of the net revenue collected for the licensing of vehicles in their related county. Each town’s share within their county is determined based on the town’s population in relation to the county as a whole. These revenues are distributed by the State Treasurer.



The Chart above summarizes the actual Vehicle License Tax collections through fiscal year 2013 and the projected collections through fiscal year 2019. The fiscal year 2015 projection is based on an estimate provided by the

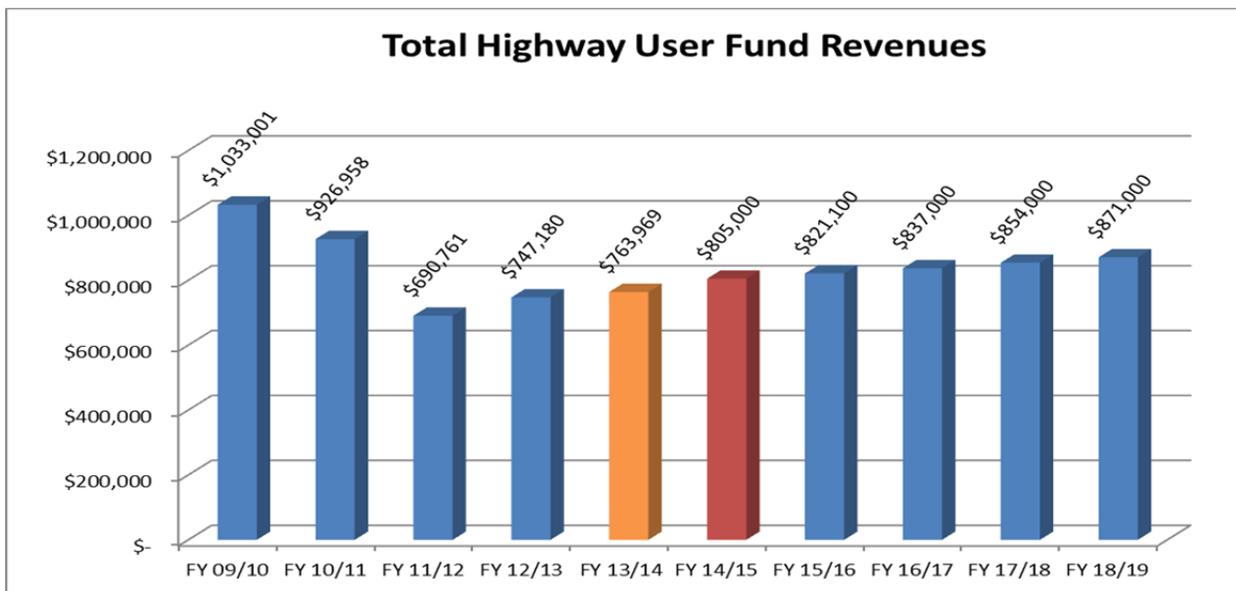
League of Arizona Cities and Towns. Fiscal year 2016 through 2019 are projected to increase at a conservative rate of 2% per year.

## SPECIAL REVENUE FUNDS – HIGHWAY USER REVENUE

Town of Chino Valley					
Total Revenue Summary					
Description	Actual FY 12-13	Budget FY 13-14	Estimate FY 13-14	Budget FY 14-15	Budget FY 15-16
<b>HIGHWAY USER REVENUE FUND</b>					
RIGHT-OF-WAY PERMITS	1,250	1,000	943	1,000	1,000
DRIVEWAY PERMITS	210	350	210	350	350
MISCELLANEOUS REVENUE	9,525	-	6,716	-	-
INTEREST INCOME	1,813	1,500	930	1,000	1,000
SALE OF FIXED ASSETS	-	-	435	-	-
HIGHWAY USER REVENUE	747,180	763,000	763,969	805,000	821,100
INTERFUND CHARGES	25,882	-	-	-	-
CARRYOVER	-	253,700	-	-	-
<b>TOTAL HIGHWAY USER REVENUE FUND</b>	<b>785,860</b>	<b>1,019,550</b>	<b>773,203</b>	<b>807,350</b>	<b>823,450</b>
			-2%	4%	2%

### HIGHWAY USER REVENUE

Arizona cities receive a share of State Motor Vehicle Fuel Taxes (Highway User Revenue Funds). The distribution formula is based on two separate calculations; the first half is based on the town's population in relation to the State's total population, the second half is based on the county in which the revenues were generated. These funds must be utilized for the construction and maintenance of streets and highways.



The Chart above summarizes the actual Highway User Revenue collections through fiscal year 2013 and the projected collections through fiscal year 2019. The fiscal year 2015 projection is based on an estimate provided by the League of Arizona Cities and Towns. Fiscal year 2016 through 2019 are projected to increase at a conservative rate of 2% per year.

## CAPITAL IMPROVEMENT FUNDS

Town of Chino Valley Total Revenue Summary					
Description	Actual FY 12-13	Budget FY 13-14	Estimate FY 13-14	Budget FY 14-15	Budget FY 15-16
<b>CAPITAL IMPROVEMENT FUND</b>					
1% TPT REVENUES-RETAIL/OTHER	1,140,556	1,138,000	1,137,494	1,160,760	1,183,975
1% CONSTRUCTION TPT REVENUES	144,836	60,000	70,756	70,000	71,000
1% BED TAX REVENUES	8,684	8,000	10,213	10,000	10,300
MISC. CAPITAL PROJECTS	-	2,000,000	-	2,000,000	2,000,000
INTEREST INCOME BOND REVENUES	1,389				
INTEREST INCOME LGIP	7,336	800	800	800	800
YAVAPAI COUNTY DRAINAGE DISTRICT	195,661	1,084,000	182,719	400,000	500,000
BOND PROCEEDS		500,000	-	9,000,000	3,900,000
LEASE PURCHASE PROCEEDS			-	1,200,000	150,000
TFRS IN FROM ROAD IMPACT FEES		1,000,000	744,000	886,000	-
CARRYOVER			-	-	
<b>TOTAL CAPITAL IMPROVEMENT FUND</b>	<b>1,498,461</b>	<b>5,790,800</b>	<b>2,145,982</b>	<b>14,727,560</b>	<b>7,816,075</b>
			43%	586%	-47%

The major on-going revenue for the Capital Improvements Fund is 1% of the Retail Sales Tax. The Town also separates the construction and bed tax portion from the 1%.

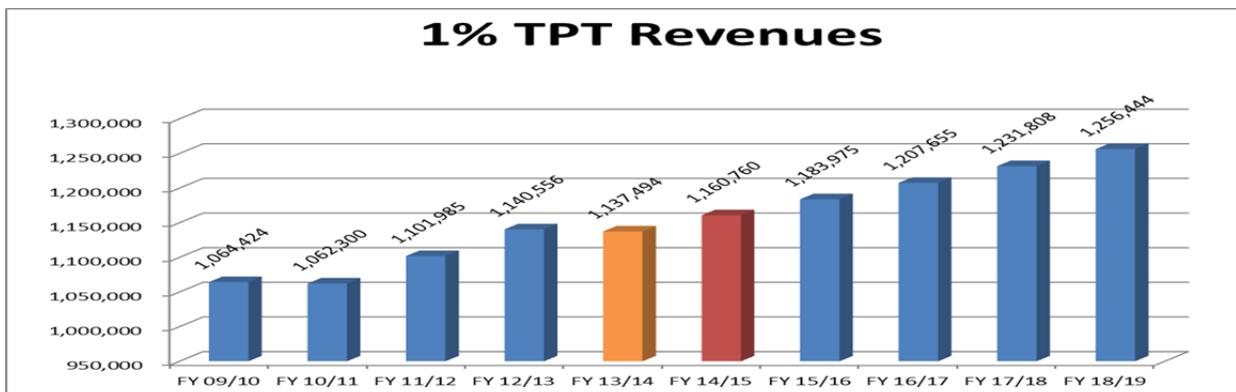
The Town Budgets \$2,000,000 as a buffer in order to be able to spend unanticipated revenues received during a fiscal year. These types of funds include FEMA emergency assistant funds, State of Arizona emergency assistant funds, or unanticipated grants funds from Federal, State, County, or local sources.

The Town intends to transfer \$ 886,000 from the Roads Impact Fee Fund and anticipated receiving \$ 400,000 from the Yavapai County Drainage District this fiscal year. The Town will also record to receipt of \$765,000 in lease purchase funds to acquire police vehicles and equipment and an additional \$435,000 to take advantage of an energy efficiency program to reduce the Town's electrical power expense.

The Town accounts for all Capital Projects over \$25,000 and related funding in the Capital Projects fund.

### 1% TPT REVENUES – RETAIL/OTHER

The Major on-going revenue for the Capital Improvements Fund is 1% of the Transaction Privilege Tax (sale tax) collections.



The Chart above summarizes the actual 1% Transaction Privilege Tax collections through fiscal year 2013 and the projected collections through fiscal year 2019. Fiscal year 2016 through 2019 are projected to increase at conservative rate of 2% per year.

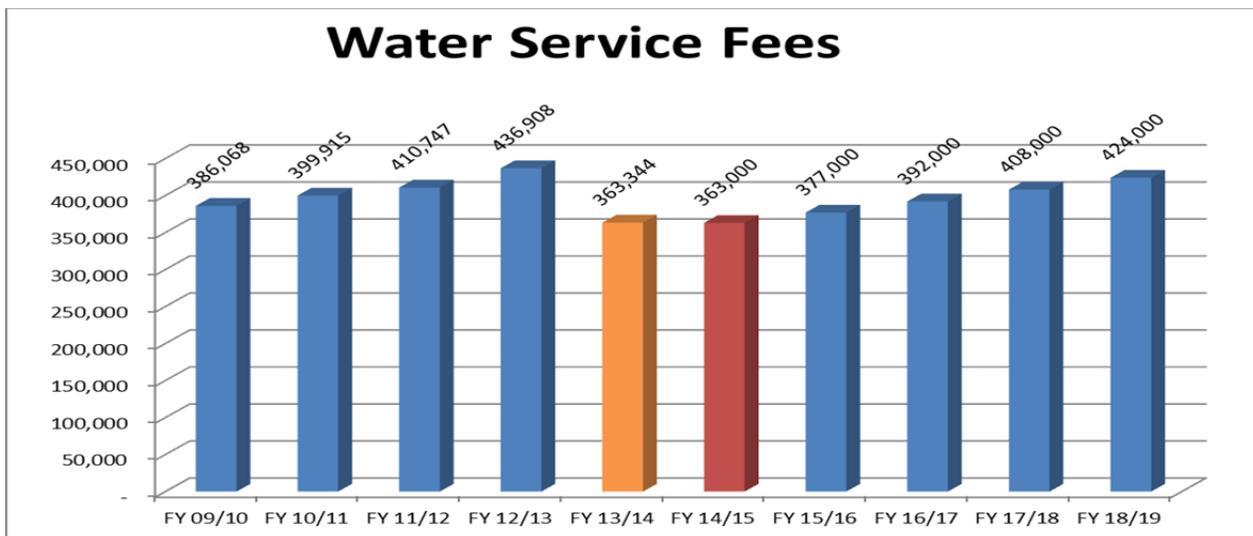
## ENTERPRISE FUNDS – WATER

Town of Chino Valley					
Total Revenue Summary					
Description	Actual FY 12-13	Budget FY 13-14	Estimate FY 13-14	Budget FY 14-15	Budget FY 15-16
<b>WATER ENTERPRISE FUND</b>					
WATER SERVICE FEES	436,908	467,000	363,344	363,000	377,000
WATER SYSTEM BUY-IN FEES	-	-	88,000	60,000	60,000
WATER METER FEES	-	-	7,915	5,000	5,000
MISCELLANEOUS REVENUE	2,667	5,000	3,408	5,000	5,000
TFRS FROM CAPT. IMPROVEMENT FUND	362,990	220,000	220,000	280,700	169,482
<b>TOTAL WATER ENTERPRISE FUND</b>	<b>802,565</b>	<b>692,000</b>	<b>682,666</b>	<b>713,700</b>	<b>616,482</b>
			-15%	5%	-14%

Water Enterprise Fund Revenues reflect the effects of the adopted rate increase in Fiscal Year 2012/2013. The new water rates will increase by approximately 3% per year through Fiscal Year 2017.

### WATER SERVICE FEES

Water Service Fees are user fees charged to residential, commercial and industrial customer for the distribution of water. These fees are for the maintenance and operation of the system, administration, billing, debt service and future capital improvements to the system.



The Chart above summarizes the actual Water Service Fees collected through fiscal year 2013 and the projected collections through fiscal year 2019. Fiscal year 2016 through 2018 are projected to increase based on the adopted rate increase and assume no new customer growth. The decrease in fiscal year 2014 was due to a faulty meter at Old Home Manor that resulted in the Parks Department paying additional water fees in fiscal year 2013.

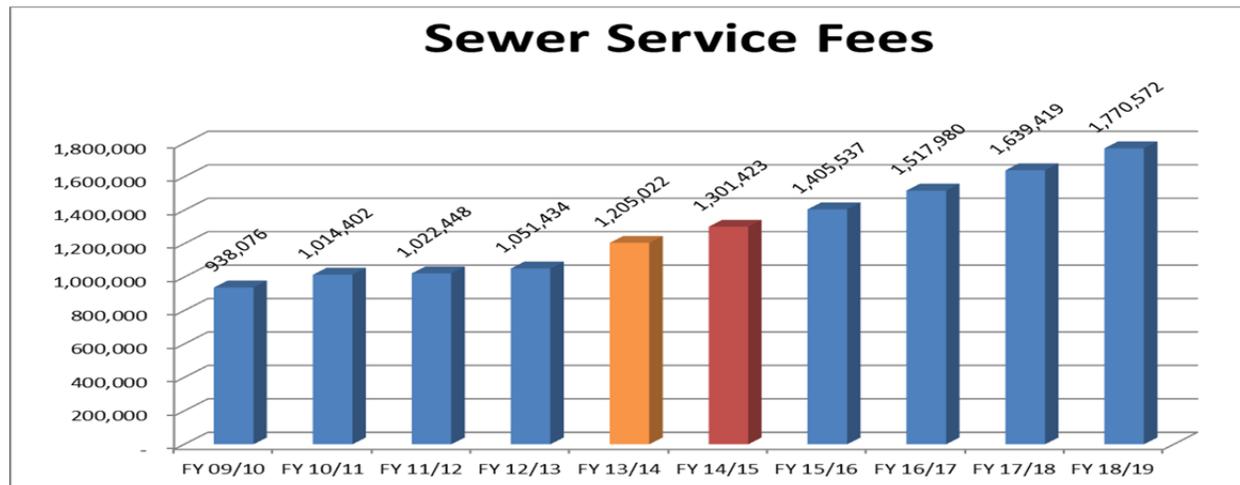
## ENTERPRISE FUNDS – SEWER

SEWER ENTERPRISE FUND					
SEWER SERVICE FEES	1,051,434	1,125,000	1,205,022	1,301,423	1,405,537
SEWER SYSTEM BUY-IN FEES	4,497	28,000	80,287	50,000	50,000
CHINO MEADOWS SEWER HOOKUPS	60,234	95,000	102,115	95,000	95,000
MISCELLANEOUS REVENUE	17,943	30,000	33,068	33,000	34,000
ECCBG EXPS (SOLAR PANELS PJT)	50,000				
INTEREST INCOME	27,826	30,000	24,411	25,000	26,000
CARRYOVER	-	375,365	-	-	-
<b>TOTAL SEWER ENTERPRISE FUND</b>	<b>1,211,934</b>	<b>1,683,365</b>	<b>1,444,902</b>	<b>1,504,423</b>	<b>1,610,537</b>
			19%	4%	7%

Sewer Enterprise Fund Revenues reflect the effects of the adopted rate increase in Fiscal Year 2012/2013. The new sewer rates will increase by approximately 10% per year through fiscal Year 2017.

### SEWER SERVICE FEES

Sewer Service Fees are user fees charged to residential, commercial and industrial customers for the collection and treatment of wastewater. The Town also charges Buy-in fees for new construction.



The Chart above summarizes the actual Sewer Service Fees collected through fiscal year 2013 and the projected collections through fiscal year 2019. Fiscal year 2015 through 2018 are projected to increase based on the adopted rate increase and assume no new customer growth.

## DEBT SERVICE FUND

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DEBT SERVICE 08					
Description	2012-13 Actual	2013-14 Adopted Budget	2013-14 Estimated	2014-15 Adopted Budget	% Change Adopted to Adopted
BANK AMERICA PUBLIC CAPITAL	37,029	-	-		
DEBT SVC 2010 BONDS - PRINCIPAL					
DEBT SVC 2010 BONDS -- INTEREST	497,491	331,638	331,638	<b>331,638</b>	
GADA LOAN 2007A PRINCIPAL	-	75,000	75,000	<b>235,000</b>	
GADA LOAN 2007A INTEREST	89,366	175,982	175,982	<b>172,794</b>	
VEHICLES/EQUIPMENT PURCHASES	190,477	-	-	-	
FISCAL AGENT FEES	2,720	8,000	2,500	<b>2,500</b>	
<b>TOTAL EXPENDITURES</b>	<b>817,083</b>	<b>590,620</b>	<b>585,120</b>	<b>741,932</b>	<b>26%</b>

Debt Service Funds are used to make principal and interest payments on general government debt. Funds are transferred for other governmental funds on an annual basis to make the required debt service payments.

## OTHER FUNDS – NON MAJOR FUNDS

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Revenues for Other Funds – Non Major Funds are detailed in each funds expenditure section of the budget.

**Community Development Block Grant (CDBG)** - The Town of Chino Valley receives funding from the U.S. Department of Housing and Urban Development for the Small Cities Community Development Block Grant Program. The Arizona Department of Housing (ADOH) is the state agency in Arizona responsible for administering the program. The funding is received every four years and projects are approved by Council after a public hearing process.

**Grants** – The Town receives funding from various Federal, State, County, local, and other agencies. These funds are restricted and can only be used for the purpose intended. A detailed schedule of the projected grants and disbursements can be found in the Grant Expenditure Section of the Budget.

**Special Revenue Fund - Court** -The Court Special Revenue Fund is a restricted fund. A portion of the funds can be used for Court improvements to enhance the technology, operation and security of the court. A portion can also be used to enhance the technology, operation, and security of the court collection program.

**Capital Asset Replacement** - The Town Operating Management Policy establishes the Capital Asset Fund to account for special one-time revenues received. Examples include sales tax audit revenue or insurance dividends. These funds are used to purchase non-recurring items like capital goods.

**Impact Fee Funds** - Arizona Law allows cities and towns to assess development fees to offset costs associated with providing necessary public services to a development, including costs of infrastructure, improvements, real property, engineering and architectural services, financing and professional services. The Town of Chino Valley collects impact fees for the Police Department, Library, Parks, Recreation and Roads. These funds can only be used for growth related projects related to each category and must be accounted for separately. The Town has projected that no impact fees will be collected in the next several fiscal years and intends only to use the funds when received.

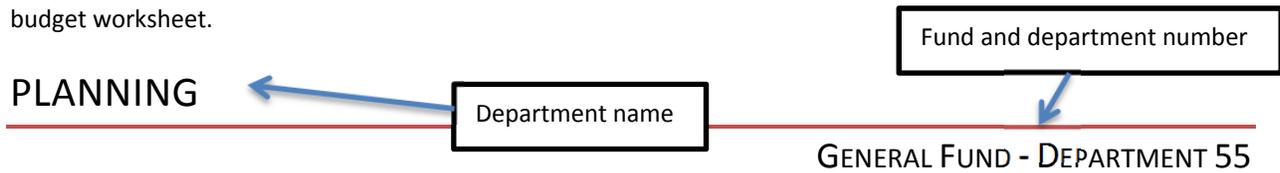
Senate Bill 1525 has made significant changes in the way Cities and Towns can impose Impact Fees on future development. The Town of Chino Valley will be undertaking a development fee study during the fiscal year. The Town will not be charging impact fees after August 2014, until the development fee study is complete and adopted by Council.

**Special Revenue Fund - Police** - The Police Department charges an administrative fee for the administrative and post storage hearing for vehicles impounded under ARS 28-3511. The funds are restricted and can only be used for traffic enforcement related expenses. The Town receives these funds when vehicles are released after an administrative hearing. The Town also collects storage fees which are transferred to the General Fund each year.

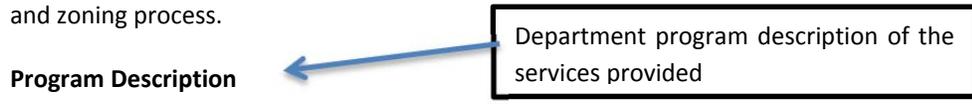
**Chino Valley Street Lighting Improvement Districts (CVSLID)** – The Town of Chino Valley administers three street lighting districts. The property owners within each district pay for the projected amount of electricity used through their property taxes each year. The funds are disbursed by the Yavapai County Treasurer, which the Town uses to pay the utility bills as received.

## BUDGET FORMAT TUTORIAL

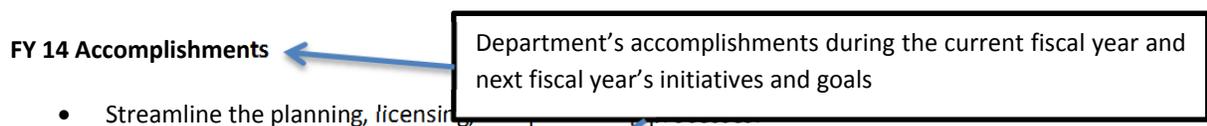
The Budget Format Tutorial provides a brief explanation of the key components that comprise each department's budget worksheet.



The Town of Chino Valley's Planning Department manages growth through planning and zoning with superior customer service through the department's dedication and commitment to excellence throughout the planning and zoning process.



The Planning Department provides detailed information regarding properties, land use, and zoning regulations. The department processes rezoning applications and provides technical review for all new commercial projects and provides support to the Planning and Zoning Commission.



- Streamline the planning, licensing, and permitting processes.
- Provide additional support to new business and cooperative relationship with Chino Valley Chamber of Commerce.
- Continue zoning code revisions

### FY 15 New Initiatives and Goals

- Complete the General Plan update.
- Streamline the planning, licensing, and permitting processes.
- Provide additional support to new business and cooperative relationship with Chino Valley Chamber of Commerce.
- Continue zoning code revisions.



Planning				
Performance Measure	FY 9/10 Actual	FY 10/11 Actual	FY 11/12 Actual	FY 12/13 Actual
Neighborhood Meetings	9	7	3	8
Rezones	4	4	2	5
Lot Splits	31	15	30	2
Site Plan Review	0	2	3	1
UDO Amendment	3	1	0	3
Approved Plats/Planned Arer of Development	1	0	0	0
Conditional Use Permits	4	2	-1	1
MGPA	2	1	0	0

Financial Information

Description	2012-13 Actual	2013-14 Adopted Budget	2013-14 Estimated	2014-15 Adopted Budget	% Change Adopted to Adopted	2015-16 Projected
<b>REVENUES</b>						
BUILDING PERMITS	66,988	65,000	113,484	100,000		102,200
BUSINESS LICENSES	51,417	53,000	58,369	57,000		58,000
PLAN CHECK FEES	49,749	40,000	57,383	50,000		51,000
SIGN PERMITS	3,675	5,000	2,435	5,000		5,000
GRADING PERMITS	24	-	734	-		-
<b>TOTAL REVENUES</b>	<b>171,853</b>	<b>163,000</b>	<b>232,405</b>	<b>212,000</b>	<b>30%</b>	<b>216,200</b>
<b>EXPENDITURES</b>						
FULL-TIME EQUIVALENT	2.5	4				
<b>TOTAL SALARIES</b>	<b>128,122</b>	<b>181,435</b>	<b>170,562</b>	<b>192,558</b>	<b>6%</b>	<b>198,335</b>
<b>TOTAL FRINGE BENEFITS</b>	<b>41,295</b>	<b>70,015</b>	<b>61,292</b>	<b>75,742</b>	<b>8%</b>	<b>78,014</b>
<b>TOTAL PERSONNEL</b>	<b>169,417</b>	<b>251,450</b>	<b>231,854</b>	<b>268,300</b>	<b>7%</b>	<b>276,349</b>
TRAVEL	99			1,000		2,060
SUBSCRIPTIONS & MEMBER	265			500		515
MAINT - OFFICE EQUIP/FUR	521		1,000	1,000		1,030
UTILITIES - WATER	85	80	80	-		-
CELLULAR PHONES	19	500	100	-		-
TRAINING & SEMINARS	1,400	1,500	750	2,500		2,575
CLOTHING AND UNIFORMS	448	600	300	1,200		
OPERATING SUPPLIES	2,676	1,000				
OFFICE SUPPLIES	433	11				
SMALL TOOLS AND EQUIPM	236	500	900	6,000		6,180
CLEAN UP CAMPAIGN				17,000		15,000
<b>TOTAL OPERATING</b>	<b>6,182</b>	<b>5,580</b>	<b>5,730</b>	<b>31,200</b>	<b>459%</b>	<b>29,626</b>
INDIRECT OUT		(26,000)	(26,000)	(26,000)		(26,000)
<b>TOTAL EXPENDITURES</b>	<b>175,600</b>	<b>231,030</b>	<b>211,584</b>	<b>273,500</b>	<b>18%</b>	<b>305,975</b>
<b>NET COST TO GENERAL FUN</b>	<b>3,747</b>	<b>68,030</b>	<b>(20,821)</b>	<b>61,500</b>	<b>-10%</b>	<b>89,775</b>
<b>% OF COST RECOVERED</b>	<b>98%</b>	<b>71%</b>	<b>110%</b>	<b>78%</b>		<b>71%</b>

\* Figures presented on these pages are for example only and do not reflect the Department's actual budget figures.

## EXPENDITURE DETAIL BY DEPARTMENT

### GENERAL FUND

The table below summarizes each department's expenditures within the General Fund. The table compares the fiscal year 2013 actual, the fiscal year 2014 adopted budget, the fiscal year 2014 estimate, the fiscal year 2015 adopted budget, the % increase/decrease in fiscal year's 2015 budget over fiscal year 2014 and the projected 2016 budget.

Town of Chino Valley							
Total Expenditure Summary by Department							
	Description	2012-13 Actual	2013-14 Adopted Budget	2013-14 Estimated	2014-15 Adopted Budget	% Change Adopted to Adopted	2015-16 Projected
GENERAL FUND							
41	PROSECUTOR	107,009	118,650	117,368	<b>122,800</b>	3%	126,484
42	TOWN CLERK	182,619	233,850	178,590	<b>244,100</b>	4%	162,259
43	TOWN MANAGER	321,672	348,850	344,931	<b>406,600</b>	17%	419,458
44	HUMAN RESOURCES	52,364	66,950	64,484	<b>69,850</b>	4%	71,811
45	MUNICIPAL COURT	265,101	294,800	279,729	<b>312,550</b>	6%	321,927
46	FINANCE	252,580	279,050	277,602	<b>304,450</b>	9%	328,004
47	MGMT INFORMATION	192,962	244,500	225,112	<b>245,650</b>	0%	256,625
50	MAYOR AND COUNCIL	28,142	29,550	21,150	<b>31,750</b>	7%	27,050
55	PLANNING	124,618	139,350	170,353	<b>170,850</b>	23%	175,976
56	BUILDING INSPECTION	175,600	231,030	211,584	<b>273,500</b>	18%	305,975
60	POLICE	2,251,466	2,491,650	2,361,650	<b>2,613,000</b>	5%	2,690,220
61	ANIMAL CONTROL	84,394	91,400	99,093	<b>143,850</b>	57%	143,016
63	RECREATION	28,468	74,250	44,900	<b>69,400</b>	-7%	70,657
64	LIBRARY	260,324	281,050	280,939	<b>287,700</b>	2%	296,322
66	SENIOR CENTER	188,156	199,450	203,767	<b>230,750</b>	16%	236,790
68	PARKS MAINTENANCE	331,008	385,300	342,102	<b>396,500</b>	3%	386,606
69	AQUATICS CENTER	206,791	277,500	211,610	<b>249,750</b>	-10%	220,958
70	PUBLIC WORKS ADMIN	17,558					
71	FACILITIES MAINTENANCE	270,730	349,000	330,783	<b>346,650</b>	-1%	320,545
73	FLEET MAINTENANCE	302,821	332,350	324,942	<b>336,600</b>	1%	385,838
74	ENGINEERING	43,311	64,900	64,032	<b>74,750</b>	15%	77,818
95	NON DEPARTMENTAL	507,028	890,400	677,414	<b>923,250</b>	4%	803,000
<b>TOTAL GENERAL FUND</b>		<b>6,194,721</b>	<b>7,423,830</b>	<b>6,832,135</b>	<b>7,854,300</b>	<b>6%</b>	<b>7,827,335</b>

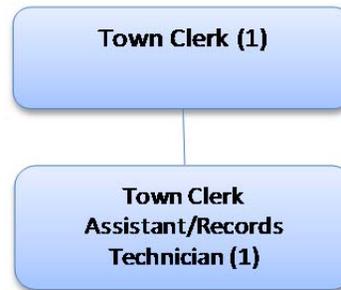
The Town is projecting the General Fund expenditures to end fiscal year 2014 under budget.

Overall the General Fund expenditures are projected to increase 6% over last budget year. The major item increasing each department's budget in fiscal year 2015 over the prior fiscal year is the instituting the third phase of the compensation and classification plan.

## TOWN CLERK

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GENERAL FUND – DEPARTMENT 42



### Mission

The Town Clerk's office looks forward to the future and treasures the past of the Town of Chino Valley by accurately recording the actions and proceedings of the Town Council, maintaining and preserving the Town's official records, conducting fair and impartial Town elections, and serving internal and external customers with big-town efficiency and small-town friendliness.

### Program Description

The Town Clerk keeps a true and correct record of all business transacted by the Town Council and Council-appointed public bodies, prepares meetings, agenda packets, and minutes, and administers the Town's compliance under the Open Meeting Laws. As the Town's Election Official, the Town Clerk administers all election-related services in accordance with state and federal law. As the Records Management Director, the Town Clerk maintains all official records and keeps them convenient for public inspection, and provides document management services. The Town Clerk also provides other customer support services for Town staff and the public as they relate to public information, citizen complaints, Town Codes, local legislation, and notary services.

### FY 14 Accomplishments

- Trained Town Clerk Assistant/Records Technician so that she may function as a Deputy Town Clerk.
- Implemented House Bill 2826, consolidated elections.
- Worked with codifier on two Town Code updates.
- Implemented several new or updated processes, procedures, and forms to accommodate change of legal counsel.

### FY 14 New Initiatives and Goals

- Prepare for and hold Special election in November 2014 in accordance with state and federal law.
- Upgrade Agenda Quick software by adding templates for all public bodies.
- Complete town-wide essential records assessment per State Library, Archives and Public Records 2014 initiative.
- Continue to review and assess, and retain or destroy 90 cu. ft. of old attorney records.

**Performance Measures**

**Objective**

Research and maintain Town records in accordance with State of Arizona Department of Library and Archives guidelines.

MEASURE	FY 11/12	FY 12/13	FY 13/14
Documents processed	146	185	172
Internal/public research projects and requests	199	190	
Records destroyed (per cubic foot)	121	0	123
Percent of internal/public requests completed within ten business days	99%	100%	100%

**Objective**

Effectively maintain all contracts and agreements, ensuring that an original signed and executed copy is on file in the Clerk's office; effectively process all ordinances and resolutions including advertising, signatures, recording with County Recorder, and distributing to all code users.

MEASURE	FY 11/12	FY 12/13	FY 13/14
Contracts and agreements processed	36	62	64
Ordinances and Resolutions processed	39	36	30
Percent of ordinances and resolutions processed within 10 business days	72%	89%	100%

**Objective**

Prepare complete Council agendas and packets; accurately transcribe Council meeting minutes; prepare public body agendas and accurately transcribe their minutes; and post and publish official meeting and legal notices in a timely manner.

MEASURE	FY 11/12	FY 12/13	FY 13/14
Council agenda/packets prepared	52	51	65
Public body agendas prepared	44	60	208
Council meeting minutes transcribed	63	125	143
Public body meeting minutes transcribed	51	85	208
Official meetings posted	255	330	290
Percent of Council agenda/packets distributed five days prior to meeting	95%	91%	100%
Percent of minutes completed within 10 business days	41%	89%	99%

**Objective**

Effectively and efficiently administer all Town elections.

<b>MEASURE</b>	<b>FY 11/12</b>	<b>FY 12/13</b>	<b>FY 13/14</b>
Elections conducted	0	1	0
Number of ballots cast	0	2,092	0
Number of registered voters	0	6,072	0
Average dollars spent per registered voter, per election	0	\$3.66	0
Percent of registered voters	0	34%	

## Financial Information

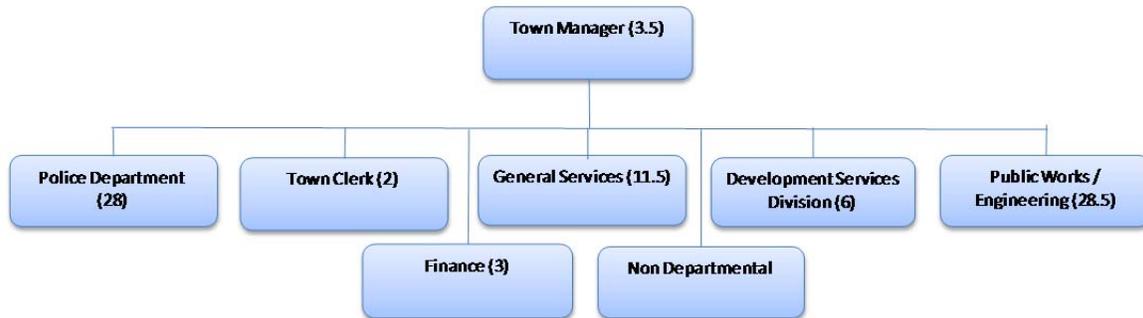
TOWN CLERK 42					
Description	2012-13 Actual	2013-14 Adopted Budget	2013-14 Estimated	2014-15 Adopted Budget	% Change Adopted to Adopted
<b>REVENUES</b>					
SALE OF PRINTED MATTER	92	100	20	<b>100</b>	
COPIER FEES	542	500	200	<b>500</b>	
<b>TOTAL REVENUES</b>	<b>634</b>	<b>600</b>	<b>220</b>	<b>600</b>	<b>0%</b>
<b>EXPENDITURES</b>					
FULL-TIME EQUIVALENT	3	2		<b>2</b>	
<b>TOTAL SALARIES</b>	<b>94,374</b>	<b>113,400</b>	<b>113,235</b>	<b>116,789</b>	<b>3%</b>
<b>TOTAL FRINGE BENEFITS</b>	<b>34,161</b>	<b>38,250</b>	<b>35,305</b>	<b>38,961</b>	<b>2%</b>
<b>TOTAL PERSONNEL</b>	<b>128,535</b>	<b>151,650</b>	<b>148,540</b>	<b>155,750</b>	<b>3%</b>
PROFESSIONAL SERVICES	5,241	10,000	7,500	<b>12,900</b>	
TRAVEL	955	2,800	1,650	<b>2,200</b>	
ADVERTISING	5,044	4,500	10,600	<b>8,100</b>	
SUBSCRIPTIONS & MEMBERSHIPS	275	500	400	<b>450</b>	
POSTAGE	8,255	500			
MAINT - OFFICE EQUIP/FURNITURE	2,027	2,000	2,600	<b>2,700</b>	
UTILITIES - WATER	140	100	150	<b>300</b>	
RENT - MACHINERY AND EQUIPMENT	822	-			
RECORDS MANAGEMENT	355	3,000	500	<b>600</b>	
TRAINING & SEMINARS	224	900	1,000	<b>2,100</b>	
ELECTION COSTS	22,068	43,100		<b>43,000</b>	
OPERATING SUPPLIES	3,642	5,300	5,500	<b>5,600</b>	
SMALL TOOLS/EQUIP/FURNITURE	5,036	500	150	<b>1,400</b>	
<b>TOTAL EXPENDITURES</b>	<b>54,084</b>	<b>73,200</b>	<b>30,050</b>	<b>79,350</b>	<b>8%</b>
CASELLE SOFTWARE UPGRADE		9,000		<b>9,000</b>	
<b>TOTAL</b>	<b>182,619</b>	<b>233,850</b>	<b>178,590</b>	<b>244,100</b>	<b>4%</b>
<b>NET COST GENERAL FUND</b>	<b>181,985</b>	<b>233,250</b>	<b>178,370</b>	<b>243,500</b>	<b>4%</b>
<b>% OF COST RECOVERED</b>	<b>0%</b>	<b>0%</b>	<b>0%</b>	<b>0%</b>	

## NARRATIVE

The Town Clerk's budget includes temporary staff to catch up with the backlog of Council minutes that need to be transcribed as well as assistance with a new state-mandated essential records project. The advertising budget to publish public notices was increased. The expenses related to moving business licensing to Development Services have been reduced in the Clerk's budget and moved to Development Services as appropriate. Postage was moved to the Non Departmental budget. Overall the department is projected to increase 4% next fiscal year.

# TOWN MANAGER

## GENERAL FUND – DEPARTMENT 43



### Mission

The Mission of the Town Manager’s Department is to administer the goals, policies and objectives established by the Town Council in the most cost effective, efficient means possible.

### Program Description

The Town Manager is the head of the administrative branch of the Town government and as the Chief Operating and Administrative Officer of the Town, has overall responsibility for the proper conduct of all procedures, policies and operations of all Town departments.

The Town Manager’s office assures that all laws, regulations, codes and guidelines are adhered to relating to Town government and services, budget and expenditure control; performs liaison duties between Town departments and Town Council; coordinates with the Town Council to develop and implement short and long range goals for the Town; is responsible for economic development; and represents the Town in dealing with other governmental jurisdictions, private firms, professional groups, the media and general public.

### FY 14 Accomplishments

- Resolved the past due Transaction Privilege Tax amount owed by Prescott (+ \$220,000) & satisfied the legislature’s desire to have the tax rescinded from the Town’s Tax Code.
- Secured IGA with Prescott to replace TPT Tax for 5 years (+ \$85,000).
- General Plan Update Circulating for review and to Council for Consideration & November vote.
- Facilitated a Retreat for Council, and assisting Council with development/adoption of Council’s Strategic Plan for the Town.
- Secured offer from Elliot Pollack to create an economic development plan for the Town, and secured private funding to assist.
- Secured Right of Way & built Road 4 South Extension to resolve Cortez Litigation (\$12 Million Claim).
- Revised Procurement Policy to allow ‘In-House’ Projects (saved + \$226,000 this year).
- Town’s first Housing Rehab Project under way (+ \$275,000 grant).
- Invited to apply for \$2.0 Million in E.D.A.P. Grant monies – infrastructure to Old Home Manor Industrial Park.

- Grant application to AZ Commerce Authority submitted (\$370,000).
- Pavement Project for Chino Meadows (+ \$264,000 CDBG Grant Monies) Scheduled.
- Installed new financial software for the Town and deployed Express Bill Pay – making it easier for citizens to pay their bills online.
- Fully funded the Town’s new, more robust Reserve Policy.
- Expanded the Library & Constructed the Police Department Tactical Range.
- New Skate Park designs circulating for public comment.
- Created Town’s Facebook, LinkedIn, and YouTube and Twitter communications sites.
- Created free WI-FI for Council Chambers and Senior Center.
- Developed and implemented a merit based employee performance appraisal program.
- Reinstated furloughed amounts for all town employees (10% pay restored).
- Completed deployment of the Town’s Compensation and Classification Plan.
- Initiated several employee appreciation events.
- Selected a new third-party administrator for health benefits.
- Brought back Vision and Wellness Benefits.
- Created a business incubator and support center to connect local entrepreneurs with local and regional resources.
- Major Revisions to Town’s Unified Development Ordinance completed.

#### **FY 15 New Initiatives and Goals**

- Acquire and serve City of Prescott’s water customers in Chino Valley (650 accounts).
- Consider Water and Sewer Extension on Highway 89.
- Create Jobs and Retail Choices in Town.
- Expand Service Delivery in Town and Support Local Businesses.
- Buy out the Construction Manager at Risk Contract for the Towns waste water plant.
- Create an industrial park at Old Home Manor & Develop Shovel Ready Sites.
- Develop additional recreational activities and facilities at Old Home Manor.
- Continue work with ADOT to relocate the materials yard at 89 & Perkinsville.
- Continue revisions to the Unified Development Ordinance.
- Complete construction of facility control improvements to reduce electrical consumption and save \$30,000 per year.
- Bring the General Plan Update to the ballot in November of 2014.
- Complete an economic development plan for the Town.
- Finalize Council’s Strategic Plan document and begin implementation.
- Work with staff to develop an organizational mission statement and incorporate core values into our performance evaluation process.
- Develop a Business Appreciation Program in partnership with the Chamber of Commerce.
- Develop a more robust volunteer program.

## Financial Information

TOWN MANAGER 43					
Description	2012-13 Actual	2013-14 Adopted Budget	2013-14 Estimated	2014-15 Adopted Budget	% Change Adopted to Adopted
FULL-TIME EQUIVALENT	3.34	3.84		3.5	
TOTAL SALARIES	229,298	283,500	270,415	313,875	11%
TOTAL FRINGE BENEFITS	53,225	65,350	75,566	87,925	35%
TOTAL PERSONNEL	282,524	348,850	345,981	401,800	15%
PROFESSIONAL SERVICES	23,543	2,000	3,000	6,000	
TRAVEL	6,471	8,000	6,000	7,000	
PUBLIC RELATIONS	-	1,000	500	1,000	
SUBSCRIPTIONS & MEMBERSHIPS	3,688	4,000	4,000	4,000	
MAINT OFFICE EQUIPMENT	1,005	1,500	1,500	1,500	
UTILITIES - WATER	141	100	150		
CELLULAR PHONES	797	900	1,000	1,300	
TRAINING & SEMINARS	2,108	2,500	3,500	4,000	
GENERAL SUPPLIES	949	1,500	750	1,500	
SMALL TOOLS/EQUIP/FURNITURE	447	500	550	500	
TOTAL EXPENDITURES	39,148	22,000	20,950	26,800	22%
INDIRECT OUT		(22,000)	(22,000)	(22,000)	
<b>TOTAL EXPENDITURES</b>	<b>321,672</b>	<b>348,850</b>	<b>344,931</b>	<b>406,600</b>	<b>17%</b>

### NARRATIVE

The Town Manager's Office comprises the Town Manager and front desk personnel. Total Salaries are up 11% due to staff reorganizations/scheduling and instituting the third phase of the compensation and classification plan within the Town Manager budget across front desk personnel and an intern for next fiscal year (Not the Town Manager's Contract).

Travel, Training & Seminars and Professional Services are up slightly due to several planned training programs next fiscal year, as well as the Manager's access to and provision of online training materials which are consumed by other Town personnel.

# NON DEPARTMENTAL

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## GENERAL FUND – DEPARTMENT 95

### Program Description

The Non Departmental Budget contains expenditures that are not specific to a particular department like general liability Insurance premiums, outside agency funding, sales tax incentive payments, debt service payments, inter-fund transfers and general fund contingencies. Special projects and studies that benefit the entire Town are also included.

### FY 14 Accomplishments

- Prepared a Request for Qualifications for legal services.
- Continued to work on the General Plan Update.
- Contracted for the Impact Fee Study.
- Funded the Chamber of Commerce.
- Completed the Strategic Financial Plan.
- Completed Caselle Software Upgrade.

### FY 15 New Initiatives and Goals

- Complete the General Plan Update.
- Complete the Impact Fee Study.
- Chamber of Commerce Funding.
- Funding for Greater Prescott Regional Economic Partnership.
- Complete Emergency Response Plan.
- Purchase Development Services Software.
- Redesign Town's Website.

**Performance Measures - None Noted**

## Financial Information

NON DEPARTMENTAL 95					
Description	2012-13 Actual	2013-14 Adopted Budget	2013-14 Estimated	2014-15 Adopted Budget	% Change Adopted to Adopted
LEGAL SERVICES	91,640	150,000	175,000	150,000	
BAD DEBT EXPENSE	84				
OVER/SHORT CASH	(126)		100		
POSTAGE		10,000	16,000	16,000	
SMALL TOOLS AND EQUIPMENT	547		-		
NACOG-EDA/RURAL TRANSP ASSMT	1,698	2,000	1,900	2,000	
GENERAL PLAN	40,920	37,000	37,000	10,000	
IMPLEMENTATION OF SB 1525		37,000	15,000	25,000	
LIABILITY/PROPERTY INSURANCE	140,653	175,000	180,000	185,000	
INSURANCE DEDUCTIBLES	4,346	5,000	5,000	5,000	
CLEANUP CAMPAIGN	250	10,000	10,000	-	
YAV CO EMERG MGMT IGA	4,651	5,000	4,651	5,000	
CYMPO	-	2,500		2,500	
ECON DEV CONTRACT SVCS	-	500	500	500	
GPREP				10,000	
EMERGENCY RESPONSE PLAN				10,000	
OUTSIDE AGENCY FUNDING	38,000	38,000	38,000	38,000	
DAYS INN TPT REIMBURSEMENT	10,732	15,000	20,000	20,000	
CVIMKT TPT REIMBURSEMENT	10,509	5,500	6,232	-	
LEAGUE OF AZ CITIES DUES	8,942	9,000	8,942	9,000	
SAFETY COMMITTEE EXPENSES		5,000	2,500	3,000	
CASELLE SOFTWARE UPGRADE		22,800	36,817	-	
STATE TRANSPARENCY EXPENSES		5,000	5,000	1,000	
DEVELOPMENT SERVICES SOFTWARE				18,250	
UDO UPDATE				30,000	
WALGREEN TPT REIMBURSEMENT	49,045	12,000	8,772	-	
WEBSITE REDESIGN				15,000	
CONTINGENCIES	77,909	321,500	106,000	367,000	
RESERVE FUND		21,600		-	
ON-LINE AUCTION EXPENSES	-	1,000		1,000	
TFRS TO GRANTS FUND	964		-		
TFRS TO DEBT SERVICE FUND	26,263		-		
<b>TOTAL EXPENDITURES</b>	<b>507,028</b>	<b>890,400</b>	<b>677,414</b>	<b>923,250</b>	<b>4%</b>

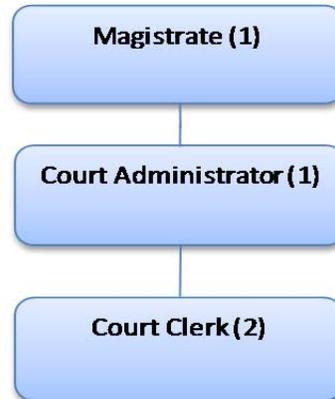
## Narrative

Legal Services increased to fund the transition expenses to the new legal firm. The General Plan is projected to be complete by December 31, 2014. The CVIMKT and Walgreen TPT incentives were paid in full this fiscal year. Contingencies are budgeted per Town policy. The cleanup campaign was moved to the Building Department this fiscal year.

# MUNICIPAL COURT

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GENERAL FUND – DEPARTMENT 45



## Mission

As the judicial branch of government, the mission of the Chino Valley Municipal Court is to provide an independent, accessible, fair, and effective system of justice on behalf of and for the citizens of Chino Valley.

## Program Description

The Court has jurisdiction to process and hear cases which arise within the Town limits of Chino Valley, including misdemeanor criminal complaints alleging a violation of Arizona law or Town ordinance, civil and criminal traffic matters, and petitions for an Order of Protection or an Injunction against Harassment.

The Magistrate presides over a variety of court proceedings which include initial appearances, arraignments, pretrial disposition conferences, change of plea hearings, sentencing, petitions to revoke probation, order to show cause hearings, motion hearings, civil traffic hearings, jury and non-jury trials, restitution hearings, payment review hearings, and all other hearings as may be required.

The Court strives to accomplish its mission by providing professional, courteous, and efficient service for anyone contacting the Court by listening, understanding, and providing relevant information without giving legal advice.

## FY 14 Accomplishments

- Reorganization of the file room, which included the individual review of thousands of cases which were pending, closed, or in Collections.
- Establishing a procedure and physical separation of files which must be destroyed in accordance with Supreme Court mandates for the retention of physical and digital case file information.
- Researching available resources in the absence of financial records prior to December, 2004, the origin and nature of certain funds carried as part of the balance in the Court's General Fund.

- Streamlining the case flow, case management, and calendaring system to maximize the efficiency and effectiveness of the Court’s limited staff personnel.

**FY 15 New Initiatives and Goals**

- Completing a comprehensive Court Policy and Procedures Manual, which will incorporate the anticipated revision of the Town of Chino Valley’s Personnel & Policy Manual with specific policies of the Chino Valley Municipal Court.
- Completing a Manual of Standard Operating Procedures in step-by-step detail, which will provide a “how to” supplement correlated with the duties and responsibilities of each job description for the two Court Clerks and the Court Administrator.
- Standardizing and integrating all of the court forms into a single set with “fill in the blank” capability.
- Completion of cross training between the civil clerk and criminal clerk positions such that each clerk will be able to perform all of the job responsibilities for each position.
- Completing a Manual of Standard Operating Procedures in step-by-step detail, which will provide a “how to” supplement correlated with the duties and responsibilities of each job description for the two Court Clerks and the Court Administrator.

**Performance Measures**

With the exception of petitions for an Order of Protection or Injunction against Harassment, the Chino Valley Police Department and the Town Prosecutor dictate the number of cases that are filed with the Municipal Court. The Court has no control over the number of case filings, whether they are civil, civil traffic, or criminal. Nevertheless, what follows is a statistical summary of cases which have been filed in the Municipal Court over the past five years.

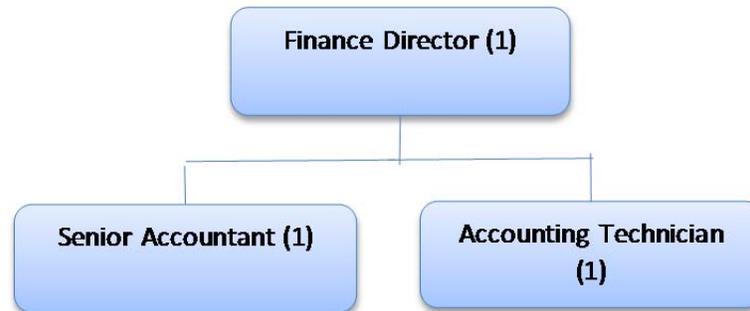
Performance Measure	Calendar 2008	Calendar 2009	Calendar 2010	Calendar 2011	Calendar 2012	Calendar 2013
Number of Cases						
DUI	217	166	109	88	83	69
Serious Traffic	12	12	6	7	9	8
Other Traffic	201	154	179	173	115	118
Total Criminal Traffic	430	332	294	268	207	195
Total Civil Traffic	2321	1692	1481	1979	1393	842
Misdemeanors	666	444	298	319	260	252
Orders of Protection	31	25	58	16	19	48
Injunction/Harrassment	37	14	26	22	19	15
Traffic Fine Revenue by Calendar Year	\$ 192,177	\$ 136,682	\$ 133,379	\$ 131,821	\$ 114,505	\$ 97,031

## Financial Information

MUNICIPAL COURT 45					
Description	2012-13 Actual	2013-14 Adopted Budget	2013-14 Estimated	2014-15 Adopted Budget	% Change Adopted to Adopted
<b>REVENUES</b>					
TRAFFIC FINES	111,700	100,000	80,614	<b>85,000</b>	
REIMBURSEMENT COURT ATTORNEY	4,643	3,000	4,969	<b>5,000</b>	
RESTITUTION	2,322	-	575	-	
BOND FORFEITURES	100	-	-	-	
<b>TOTAL REVENUES</b>	<b>118,765</b>	<b>103,000</b>	<b>86,158</b>	<b>90,000</b>	-13%
<b>EXPENDITURES</b>					
FULL-TIME EQUIVALENT	4	4		<b>4</b>	
<b>TOTAL SALARIES</b>	<b>174,626</b>	<b>191,375</b>	<b>185,078</b>	<b>211,150</b>	10%
<b>TOTAL FRINGE BENEFITS</b>	<b>61,063</b>	<b>70,275</b>	<b>62,251</b>	<b>72,550</b>	3%
<b>TOTAL PERSONNEL</b>	<b>235,689</b>	<b>261,650</b>	<b>247,329</b>	<b>283,700</b>	8%
CONTRACT AND SUPPORT SERVICES	348	400	400	<b>400</b>	
PROFESSIONAL SERVICES	21,757	22,000	22,000	<b>18,000</b>	
TRAVEL	548	1,000	1,000	<b>1,000</b>	
SUBSCRIPTIONS & MEMBERSHIPS	1,977	2,300	2,300	<b>2,300</b>	
MAINT - OFFICE EQUIP/FURNITURE	486	800	1,200	<b>1,200</b>	
UTILITIES - WATER	78	150	150	<b>150</b>	
CELLULAR PHONES	885	1,200	750	<b>800</b>	
TRAINING & SEMINARS	877	800	600	<b>1,000</b>	
GENERAL SUPPLIES	2,456	4,500	4,000	<b>4,000</b>	
<b>TOTAL OPERATING</b>	<b>29,411</b>	<b>33,150</b>	<b>32,400</b>	<b>28,850</b>	-13%
<b>TOTAL EXPENDITURES</b>	<b>265,101</b>	<b>294,800</b>	<b>279,729</b>	<b>312,550</b>	6%
<b>NET COST TO GENERAL FUND</b>	<b>146,336</b>	<b>191,800</b>	<b>193,571</b>	<b>222,550</b>	16%
<b>% OF COST RECOVERED</b>	<b>45%</b>	<b>35%</b>	<b>31%</b>	<b>29%</b>	

### Narrative

Total Personnel is up 8% due to reclassifying the Pro Temp judges to employees from Professional services and and implementing the third phase of the compensation and classification plan. Overall department expenditures are projected to be up 6%.



**Mission** – The Chino Valley Finance Department’s mission is to administer the financial affairs through sound financial management in order to provide timely, accurate and reliable information to the community.

**Program Description** - The Finance Department provides the following services for the Town:

- Creating and monitoring the annual budget.
- Preparing monthly and annual financial reports.
- Maintaining the Town’s bank accounts and investments.
- Accounts Payable.
- Payroll.
- Fixed Assets.

### **FY 14 Accomplishments**

- Received an unqualified opinion on the FY 13 Annual Audit.
- Prepared the Town’s fiscal year 2014 budget in conformity with the GFOA recommended practices.
- Submitted and received the GFOA Distinguished Budget Award.
- Prepared the Town’s first Comprehensive Annual Financial Report (CAFR) for the fiscal year ended June 30, 2014.
- Submitted the CAFR to GFOA for the Certificate of Achievement for Excellence In Financial Reporting.
- Upgraded the Town’s financial accounting software.

### **FY 15 New Initiatives and Goals**

- Oversee the compilation of the Town’s fiscal year 2015 budget in conformity with the GFOA recommended practices.
- Prepare a Comprehensive Annual Financial Report (CAFR) for fiscal year 2014.

## Performance Measures

Performance Measure	FY 9/10 Actual	FY 10/11 Actual	FY 11/12 Actual	FY 12/13 Actual	FY 13/14 Projected
Unqualified Audit Report	Yes	Yes	Yes	Yes	Yes
GFOA Distinguished Budget Award	No	No	No	No	Yes
GFOA CAFR Certificate of Achievement Award	No	No	No	No	Yes
Audit Completion date	12/22/2010	11/5/2011	12/3/2012	11/30/2012	11/11/2013
Number of payroll checks processed	2805	3068	2881	2623	2700
Number of accounts payable checks processed	1750	1509	2372	2225	2300
Number of Finance Department Employees	2.5	2	3	3	3

## Financial Information

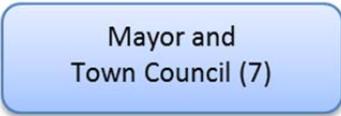
FINANCE 46					
Description	2012-13 Actual	2013-14 Adopted Budget	2013-14 Estimated	2014-15 Adopted Budget	% Change Adopted to Adopted
FULL-TIME EQUIVALENT	2.88	2.88		3	
TOTAL SALARIES	151,450	175,250	172,009	190,528	9%
TOTAL BENEFITS	44,413	59,600	56,514	61,572	3%
TOTAL PERSONNEL	195,863	234,850	228,523	252,100	7%
PROFESSIONAL SERVICES	38,273	38,500	41,000	43,500	
BANK CHARGES	5,379	5,500	6,000	6,000	
MERCHANT BANK CARD FEES	7,389	8,000	9,500	9,500	
TRAVEL	61	500	100	500	
ADVERTISING	2,022	1,300	2,000	2,100	
SUBSCRIPTIONS & MEMBERSHIPS	600	500	285	500	
MAINT OFFICE EQUIP	1,111	1,500	2,000	2,000	
UTILITIES - WATER	141	100	150		
TRAINING & SEMINARS	630	800	544	750	
OPERATING SUPPLIES	1,112	1,500	1,500	1,500	
TOTAL OPERATING	56,717	58,200	63,079	66,350	14%
INDIRECT OUT		(14,000)	(14,000)	(14,000)	
TOTAL EXPENDITURES	252,580	279,050	277,602	304,450	9%

## Narrative

Total Personnel is up 7% due to and implementing the third phase of the compensation and classification plan. Professional Services is projected to increase with the additional costs associated with preparing a Comprehensive Annual Financial Report (\$2,500), and submitting the report to the Governmental Finance Officers Association for the CAFR and Distinguished Budget Award Programs. Overall the department is projecting an increase of 9%.

# MAYOR AND COUNCIL

GENERAL FUND – DEPARTMENT 50



## Mission

The mission of the Town of Chino Valley Council is to enhance the quality of life for its citizens while supporting the values of the community.

## Program Description

The Mayor and Council is the legislative branch of the Chino Valley Council-Manager form of Government. The Town Council enacts local legislation, develops policies for the Town Manager to implement and adopts the annual budget. The Council appoints the Town Manager, Town Attorney, Court Magistrate, and members of various boards, commissions, and committees.

## Financial Information

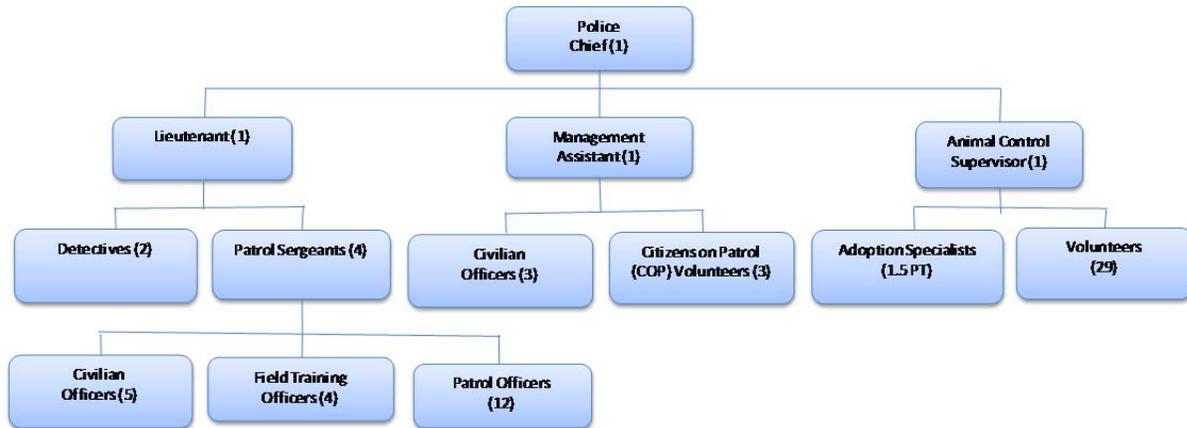
MAYOR & COUNCIL 50					
Description	2012-13 Actual	2013-14 Adopted Budget	2013-14 Estimated	2014-15 Adopted Budget	% Change Adopted to Adopted
TOTAL SALARIES	9,550	9,600	9,600	9,600	0%
TOTAL FRINGE BENEFITS	743	750	750	750	0%
TOTAL PERSONNEL	10,293	10,350	10,350	10,350	0%
TRAVEL	4,624	5,600	4,200	5,000	
PUBLIC RELATIONS	1,296	4,400	3,200	4,000	
CELLULAR PHONES	1,937	3,600	2,400	2,400	
TRAINING & SEMINARS	3,208	2,600	-	8,000	
GENERAL SUPPLIES	6,783	3,000	1,000	2,000	
TOTAL OPERATING	17,848	19,200	10,800	21,400	11%
<b>TOTAL EXPENDITURES</b>	<b>28,142</b>	<b>29,550</b>	<b>21,150</b>	<b>31,750</b>	<b>7%</b>

## Narrative

Mayor and Council increased the amount available for training and seminars. Overall the department is projected to increase 7%.

# POLICE

## GENERAL FUND - DEPARTMENT 60



### Mission

Employees of the Chino Valley Police Department are dedicated to providing our community with the best professional services available within our resources. We are committed to establishing close working relationships with our citizens, businesses and visitors to resolve problems and issues.

### Program Description

The goal of the Police Department is to provide the most effective possible response to law enforcement emergencies, neighborhood problems and the enforcement of traffic laws, ensuring Chino Valley will continue to be a desirable place to live, raise a family, educate, recreate and do business.

The Police Department responds to and investigates a variety of emergency calls and non-emergency calls, prevents crime through proactive patrol and enforces criminal, traffic and town laws and ordinances. The department provides many other services to the public including finger printing, VIN inspections, house and business checks and a part-time School Resource Officer.

The Police Department accomplishes all of this with less staff, while covering a larger geographic area than comparable agencies within Arizona.

### FY 14 Accomplishments

- Added/Trained/Certified 2<sup>nd</sup> K-9 Team.
- Phase 1 and 2 of Tactical Shooting Range completed.
- Re-establish Block Watch Program.
- Added security fence to encompass old Food Bank building and provide additional parking.
- Began 1<sup>st</sup> phase of new, updated online policy manual.

### FY 15 New Initiatives and Goals

- Complete consolidation of evidence into 1 location.
- Complete phase 3 of Tactical Shooting Range.
- Develop long term asset replacement plan.
- Institute new, updated policy program.
- Begin updating department procedures and consolidate into one online document.
- Hold first National Night Out program in Chino Valley.
- Continue growing Block Watch program.
- Improve recruitment.

### Performance Measures

Performance Measure	FY 8/9 Actual	FY 9/10 Actual	FY 10/11 Actual	FY 11/12 Actual	FY 12/13 Actual	FY 13/14 Projected
Number of Dispatched Calls for Service	5557	5495	5748	5100	4560	4500
Number of Officer Initiated Calls	5861	7542	9749	7682	13000	7000
Traffic Stops	4551	5096	6370	5042	5345	3400
Security Checks	Not	1289	2004	1906	4717	2500
Personnel						
# of Sworn Officers				23.5	23.5	24
Citizen Volunteer Officers				5	5	4
Civilian Officers				4	4	4

## Financial Information

POLICE 60					
Description	2012-13 Actual	2013-14 Adopted Budget	2013-14 Estimated	2014-15 Adopted Budget	% Change Adopted to Adopted
<b>REVENUES</b>					
P.A.N.T.	12,801	-	18,208	<b>18,000</b>	
VICTIM/WITNESS GRANT	3,920	3,900	-	-	
BULLET PROOF VEST PARTNERSHIP	-	2,500	2,392	<b>2,500</b>	
POLICE REPORTS	2,280	3,000	2,070	<b>3,000</b>	
VEHICLE IMPOUND FEE REVENUE	-	10,000	9,300	<b>15,000</b>	
<b>TOTAL REVENUES</b>	<b>19,001</b>	<b>19,400</b>	<b>31,970</b>	<b>38,500</b>	<b>98%</b>
<b>EXPENDITURES</b>					
FULL-TIME EQUIVALENT	30.5	28		<b>28</b>	
TOTAL SALARIES	1,427,538	1,547,400	1,502,000	<b>1,552,230</b>	0%
TOTAL BENEFITS	565,233	672,600	600,500	<b>719,470</b>	7%
TOTAL PERSONNEL	1,992,771	2,220,000	2,102,500	<b>2,271,700</b>	2%
CONTRACT AND SUPPORT SERVICES	140,200	144,000	140,000	<b>147,600</b>	
PROFESSIONAL SERVICES	11,285	10,000	18,000	<b>24,600</b>	
TRAVEL	10,839	8,000	8,000	<b>10,000</b>	
SUBSCRIPTIONS & MEMBERSHIPS	760	800	500	<b>800</b>	
MAINT - OFFICE EQUIP/FURNITURE	13,029	16,000	5,500	<b>5,300</b>	
MAINT - MACHINERY & EQUIPMENT	5,410	14,000	15,000	<b>16,000</b>	
UTILITIES - WATER	505	500	450	<b>500</b>	
UTILITIES - EOC TELEPHONES	-				
CELLULAR PHONES	4,510	5,000	4,200	<b>5,000</b>	
TRAINING & SEMINARS	6,614	7,500	7,500	<b>9,500</b>	
MEDICAL	739	750	500	<b>1,500</b>	
UNIFORMS ALLOWANCE	39,072	40,100	38,000	<b>38,000</b>	
OPERATING SUPPLIES	15,755	16,000	14,000	<b>15,500</b>	
OFFICE SUPPLIES	5,678	6,000	5,000	<b>7,500</b>	
K-9 PROGRAM COST	951	1,000	1,000	<b>3,000</b>	
AMMUNITION				<b>8,000</b>	
SMALL TOOLS/EQUIP/FURNITURE	3,348	2,000	1,500	<b>9,500</b>	
TOTAL OPERATING	258,695	271,650	259,150	<b>302,300</b>	11%
LEASE PURCHASE PAYMENTS				<b>39,000</b>	
TOTAL CAPITAL	-	-	-	<b>39,000</b>	0%
<b>TOTAL EXPENDITURES</b>	<b>2,251,466</b>	<b>2,491,650</b>	<b>2,361,650</b>	<b>2,613,000</b>	<b>5%</b>
NET COST TO GENERAL FUND	2,232,465	2,472,250	2,329,680	<b>2,574,500</b>	4%
% OF COST RECOVERED	1%	1%	1%	<b>1%</b>	

**Narrative**

Total Salaries remained flat even with implementing the third phase of the compensation and classification plan due to retirements in fiscal year 2014. Benefits are up due to the increased employer contributions to the Public Safety Personnel Retirement System.

Operating Expenses are up 11% due to increases in the dispatch contract and maintenance costs for Mobile Data Terminals. Overall the department's expenditures are projected to increase 5%.

The Department will also begin a vehicle replacement program this year. Four new police units will be purchased and financed through a lease purchase line of credit. One vehicle will be used as an administrative vehicle for a couple years before it is added to the patrol fleet.

# ANIMAL CONTROL

GENERAL FUND - DEPARTMENT 61



## Mission

Promote responsible pet ownership by enforcing town ordinances in regards to domestic animals. Provide quality care and find homes for abandoned animals with their best interests at heart.

## Program Description:

Animal Control is responsible for enforcing town code and state statute relating to animal issues (primarily dogs) within the town limits. Animal Control also operates the Animal Shelter and is responsible for selling dog licenses and ensuring dogs have been properly vaccinated for rabies. Animal Control responds to calls from the public as well as visual observation of dogs running at large, cruelty and neglect cases and nuisance barking complaints.

## FY 14 Accomplishments:

- Add a full-time position for Adoption Specialist.
- Increased the number of volunteers and utilized volunteers more efficiently.
- Increase donations.
- Painted kennel inside walls.
- T-shirts for volunteers.
- Completed epoxy urethane of floors in shelter.

## FY 15 New Initiatives and Goals:

- Add permanent shade cover for outside kennels.
- Add seating to the outdoor play area for potential adopters to be able to socialize with adoptable dogs.
- Full-time position for Adoption Specialist.
- Find a volunteer willing and capable to work the front office and assist citizens.
- Find a volunteer willing and able to assist with dog license data input, including adding a second computer to the shelter office.
- Locate a volunteer willing to assist in applying for and setting up a 501(c)3 for the shelter.
- Replace aging HVAC unit to provide appropriate temperature control to the shelter throughout the year.
- Reduce turnover time for dog taken into the shelter.
- Offer a trap neuter release (TNR) program to the community to help with the cat overpopulation.

**Performance Measures:**

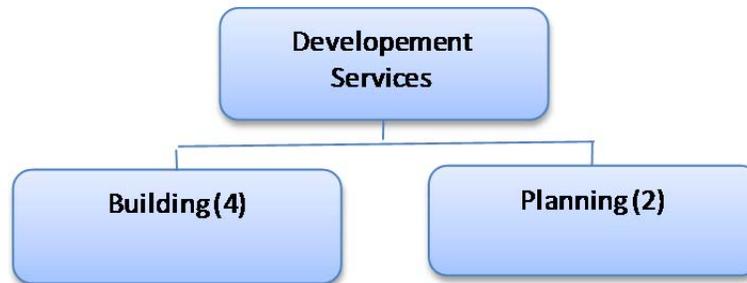
<b>Performance Measure</b>	<b>FY 8/9 Actual</b>	<b>FY 9/10 Actual</b>	<b>FY 10/11 Actual</b>	<b>FY 11/12 Actual</b>	<b>FY 12/13 Actual</b>	<b>FY 13/14 Projected</b>
Animal Related Calls	1060	938	1099	785	786	900
Impounded Dogs	398	236	330	309	291	310
Adopted Dogs	61	*	*	109	107	110
Dog Licenses Sold	*	2137	1996	1666	1811	2000
Dogs returned to owner	260	184	180	183	172	180
Total Dogs rescued by other organizations	81	*	*	5	8	5
* Data Not Available						

## Financial Information

ANIMAL CONTROL 61					
Description	2012-13 Actual	2013-14 Adopted Budget	2013-14 Estimated	2014-15 Adopted Budget	% Change Adopted to Adopted
<b>REVENUES</b>					
INTACT DOG RECOVERY FEES	1,764	2,000	-	-	
ANIMAL CONTROL FEES	24,915	24,000	25,976	24,000	
ANIMAL SHELTER DONATIONS	1,422	-	-	-	
<b>TOTAL REVENUES</b>	<b>28,101</b>	<b>26,000</b>	<b>25,976</b>	<b>24,000</b>	<b>-8%</b>
<b>EXPENDITURES</b>					
FULL-TIME EQUIVALENT	2	2		2.5	
TOTAL SALARIES	49,730	53,450	64,724	75,315	41%
TOTAL FRINGE BENEFITS	14,653	16,350	17,069	33,485	105%
TOTAL PERSONNEL	64,382	69,800	81,793	108,800	56%
PROFESSIONAL SERVICES				450	
TRAVEL	1,247	1,500	1,300	2,000	
ADVERTISING	624	-			
SUBSCRIPTIONS & MEMBERSHIPS	35	100	50	100	
MAINT TOWN FACILITIES				5,000	
MAINT MACHINERY & EQUIPMENT		1,250	500	3,550	
UTILITIES - WATER	252	300	350	300	
CELLULAR PHONES	1,354	1,400	1,300	2,800	
TRAINING & SEMINARS	1,509	1,500	1,000	2,000	
MEDICAL	741	1,500	300	1,000	
CLOTHING AND UNIFORMS	1,370	1,800	1,800	3,000	
OPERATING SUPPLIES	1,602	2,000	1,800	2,000	
OFFICE SUPPLIES	627	750	300	750	
ANIMAL FOOD	156	500	500	500	
VET AND SUPPLIES	2,943	2,500	2,000	2,500	
INTACT DOG EXPENSES	1,019	1,200	1,200		
ACO DONATION EXPENSE	1,011	2,000	2,000		
SPAY AND NUETER FELINES				1,000	
LICENSE/FEES	462	800	700	600	
SMALL TOOLS/EQUIP/FURNITURE	5,059	2,500	2,200	7,500	
TOTAL OPERATING	20,012	21,600	17,300	35,050	62%
<b>TOTAL EXPENDITURES</b>	<b>84,394</b>	<b>91,400</b>	<b>99,093</b>	<b>143,850</b>	<b>57%</b>
NET COST TO GENERAL FUND	56,293	65,400	73,117	119,850	83%
% OF COST RECOVERED	33%	28%	26%	17%	

## Narrative

Total Salaries and Benefits are up 56% due to increasing the part-time Animal Control Officer to Full Time and with implementing the third phase of the compensation and classification plan. Total operating expenditures increased due to the planned construction of permanent outdoor cover and other building maintenance.



### **Mission**

The mission of the Development Services Division is committed to providing professional building and planning services to the public, developers, contractors, and business owners of our community. We work to encourage economic development through a streamlined and efficient process while maintaining a balance between the quality of life and the economic stability of the Town. Our commitment to this mission statement means that we will assist customers in permitting processes, facilitate the growth of residential and commercial activities throughout the town, and work in concert with the other departments to meet the goals and objectives of the community.

### **Program Description**

The Development Services Department provides a multitude of services to the community, through which staff plans and monitors the physical development of the Town. These activities include Planning, Zoning, Building Inspection, Code Enforcement, and Business Licensing; as a result, Development Services is frequently the first point of contact the public has with town staff. Staff oversees the activities of the Planning and Zoning Commission and the Board of Adjustments, which provides citizen input into the process of planning and modifying the physical development of the Town, the zoning regulations that regulate uses of public and private property, and provide all residents of the town with an opportunity to speak directly to those issues that impact the quality of life in Chino Valley.

The planning and zoning staff are responsible for ensuring that proposed development and redevelopment activities fit with the adopted zoning districts, meet the regulations set forth in the Unified Development Ordinance, and the overall project meets the broad vision of the community set forth in the General Plan.

The Building Department reviews applications and issues permits for all development projects within the town. The department is responsible for enforcing all building codes adopted by the Town of Chino Valley and to establish the minimum requirements to safeguard the public health, safety and general welfare for our community throughout the building process. Included in the Building Department is Code Enforcement and Business Licensing.

The Code Enforcement Officer proactively visits neighborhoods and responds to citizen complaints regarding property maintenance issues. Maintaining a positive visual image and safe conditions is essential to maintaining the integrity of neighborhoods, recovering property values, and the health and safety of the community as a whole.

Licensing businesses ensures compliance with not just the Town's regulation of certain commercial and industrial activities, but also ensures that businesses are contributing to the Transaction Privilege Tax revenue as required. This activity safeguards the interests of businesses and the community as a whole.

Fiscal Year 2013/14 brought significant change to the Development Services Department. Reorganizing the department so that it better meets the needs of external and internal customers will be an ongoing process; however, staff has made great strides toward meeting its goal of providing excellent customer service and improving interaction with the community and citizens we serve. Integration of the Public Works and Development Services windows provides a “one stop” service point for customers to pay utility bills, submit all permits related to construction activities, and process business licenses. Cross training of staff is nearly complete.

Repurposing the Development Services team has led to a number of staffing changes. A full time planner has been hired to coordinate the overhaul of the Unified Development Ordinance (UDO), provide economic development and grant writing skills, and develop a housing rehabilitation program for the Town. Subordinate to that position is a Planning Assistant, whose responsibilities include research for UDO revisions, assisting with phone and walk-in planning and zoning inquiries, and assisting with the adoption and ratification of the General Plan.

In addition, the Department has added one full time employee that serves as a Code Enforcement Officer and supports building inspection activities on an as-needed basis. Shifting Code Enforcement activities from the Police Department to Development Services and combining it with a certified building inspector enables the broad enforcement of violations of both building and zoning codes by a single employee, rather than redundant visits by separate officials.

# PLANNING

GENERAL FUND - DEPARTMENT 55

**Planner (1)**

**Planning Assistant (1)**

## Mission

The Town of Chino Valley’s Planning Department manages growth through planning and zoning with superior customer service through the department’s dedication and commitment to excellence throughout the planning and zoning process.

## Program Description

The Planning Department provides detailed information regarding properties, land use, and zoning regulations. The department processes rezoning applications and provides technical review for all new commercial projects and provides support to the Planning and Zoning Commission.

## FY 14 Accomplishments

- Streamline the planning, licensing, and permitting processes.
- Provide additional support to new business and cooperative relationship with Chino Valley Chamber of Commerce.
- Continue zoning code revisions.

## FY 15 New Initiatives and Goals

- Complete the General Plan update.
- Streamline the planning, licensing, and permitting processes.
- Provide additional support to new business and cooperative relationship with Chino Valley Chamber of Commerce.
- Continue zoning code revisions.

## Performance Measures

Performance Measure	FY 9/10 Actual	FY 10/11 Actual	FY 11/12 Actual	FY 12/13 Actual
Neighborhood Meetings	9	7	3	8
Rezones	4	4	2	5
Lot Splits	31	15	30	2
Site Plan Review	0	2	3	1
UDO Amendment	3	1	0	3
Approved Plats/Planned Arer of Development	1	0	0	0
Conditional Use Permits	4	2	-1	1
MGPA	2	1	0	0

## Financial Information

PLANNING 55					
Description	2012-13 Actual	2013-14 Adopted Budget	2013-14 Estimated	2014-15 Adopted Budget	% Change Adopted to Adopted
<b>REVENUES</b>					
ZONING PERMITS	5,300	2,000	8,376	5,000	
<b>TOTAL REVENUES</b>	<b>5,300</b>	<b>2,000</b>	<b>8,376</b>	<b>5,000</b>	<b>2</b>
<b>EXPENDITURES</b>					
FULL-TIME EQUIVALENT	3	1.5		2	
TOTAL SALARIES	68,546	62,600	93,871	110,018	76%
TOTAL FRINGE BENEFITS	27,663	20,150	31,782	40,732	102%
TOTAL PERSONNEL	96,209	82,750	125,653	150,750	82%
PROFESSIONAL SERVICES	25,263	50,000	35,000	10,000	
TRAVEL	-	500		500	
ADVERTISING	1,154	2,000	5,000	5,000	
SUBSCRIPTIONS & MEMBERSHIPS	-	300		300	
MAINT - OFFICE EQUIP/FURNITURE	620	800	800	800	
UTILITIES - WATER	85	100	100		
CELLULAR PHONES	-				
TRAINING & SEMINARS	380	500	300	500	
GENERAL SUPPLIES	907	2,000	2,000	2,000	
SMALL TOOLS/EQUIP/FURNITURE		400	1,500	1,000	
TOTAL OPERATING	28,409	56,600	44,700	20,100	-64%
<b>TOTAL EXPENDITURES</b>	<b>124,618</b>	<b>139,350</b>	<b>170,353</b>	<b>170,850</b>	<b>23%</b>
NET COST TO GENERAL FUND	119,318	137,350	161,977	165,850	21%
% OF COST RECOVERED	4%	1%	5%	3%	

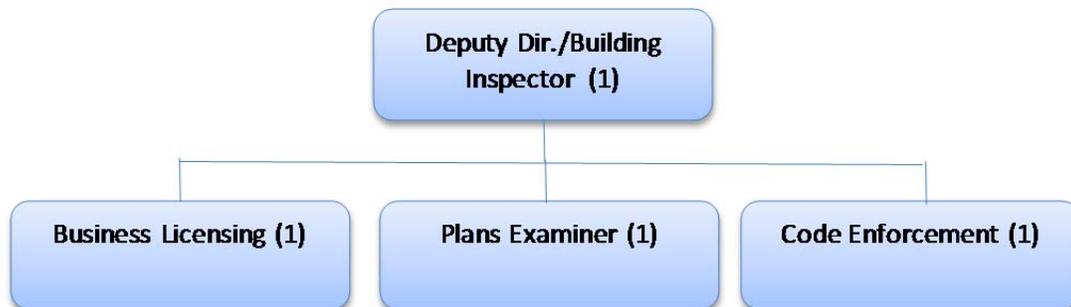
### Narrative

Total Personnel is up 82% due to the addition of a full time Planner. Professional Services has been reduced now that the department is fully staffed. Overall the department is up 23% over the prior fiscal year.

# BUILDING INSPECTION

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GENERAL FUND - DEPARTMENT 56



## Mission

The Town of Chino Valley's Building Department's Mission is to provide the public with superior customer service through the department's dedication and commitment to excellence throughout the building process.

## Program Description

The Building Department reviews applications and issues permits for all development projects within the town. The safety of residential and commercial structures is regulated by the enforcement of building codes adopted by the Town Council. These codes include the 2006 International Building, Residential, Mechanical, Plumbing, and Fuel Gas Codes, as well as the 2005 National Electrical Code. These codes will be updated in FY 14/15. In addition to reviewing plans for compliance with adopted codes and enforcement of the codes in the field, Building Safety staff also provides initial flood plain determinations.

Enforcement of the zoning regulations and adopted property maintenance standards set forth in the UDO is another responsibility of the Development Services Department. The Code Enforcement Officer proactively visits neighborhoods and responds to citizen complaints. The goal is to bring properties in compliance with town standards by working with residents and owners to maintain their residential and commercial properties in a manner that is not hazardous to themselves or their neighbors. Maintaining a positive visual image and safe conditions is essential to maintaining the integrity of neighborhoods, recovering property values, and the health and safety of the community as a whole.

## FY 14 Accomplishments

- Provide public education and information during Building Safety Month.
- Update website with the current up to date information.
- Transfer Code Enforcement from the Police Department to Building Safety.

## FY 15 New Initiatives and Goals

- Initiate and deploy new permit management software.

## Performance Measures

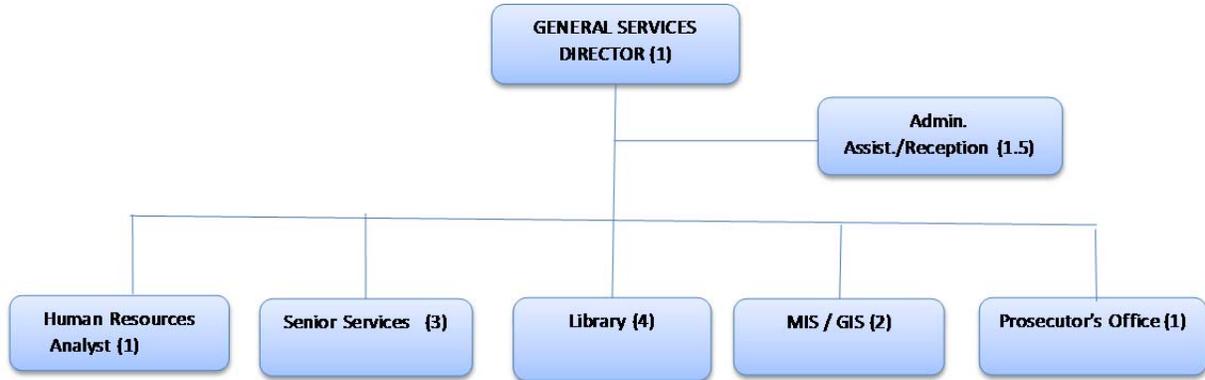
Performance Measure	FY 9/10 Actual	FY 10/11 Actual	FY 11/12 Actual	FY 12/13 Actual	FY 13/14 Projected
Number of Residential Permits	194	167	165	147	220
Number of Commercial Permits	18	11	19	27	13
Total Building Permits	212	178	184	174	233
Value of Building Permits	\$ 4,571,107	\$ 3,887,705	\$ 19,082,877	\$ 47,615,088	\$ 84,069,700
Number of Business License Renewals	591	593	575	319	705
Number of New Business Licenses	145	110	125	112	108

## Financial Information

BUILDING 56					
Description	2012-13 Actual	2013-14 Adopted Budget	2013-14 Estimated	2014-15 Adopted Budget	% Change Adopted to Adopted
<b>REVENUES</b>					
BUILDING PERMITS	66,988	65,000	113,484	<b>100,000</b>	
BUSINESS LICENSES	51,417	53,000	58,369	<b>57,000</b>	
PLAN CHECK FEES	49,749	40,000	57,383	<b>50,000</b>	
SIGN PERMITS	3,675	5,000	2,435	<b>5,000</b>	
GRADING PERMITS	24	-	734	-	
<b>TOTAL REVENUES</b>	<b>171,853</b>	<b>163,000</b>	<b>232,405</b>	<b>212,000</b>	<b>30%</b>
<b>EXPENDITURES</b>					
FULL-TIME EQUIVALENT	2.5	4		<b>4</b>	
TOTAL SALARIES	128,122	181,435	170,562	<b>192,558</b>	6%
TOTAL FRINGE BENEFITS	41,295	70,015	61,292	<b>75,742</b>	8%
TOTAL PERSONNEL	169,417	251,450	231,854	<b>268,300</b>	7%
TRAVEL	99	1,000	1,500	<b>2,000</b>	
SUBSCRIPTIONS & MEMBERSHIPS	265	300	300	<b>500</b>	
MAINT - OFFICE EQUIP/FURNITURE	521		1,000	<b>1,000</b>	
UTILITIES - WATER	85	80	80		
CELLULAR PHONES	19	500	100	-	
TRAINING & SEMINARS	1,400	1,500	750	<b>2,500</b>	
CLOTHING AND UNIFORMS	448	600	300	<b>1,200</b>	
OPERATING SUPPLIES	2,676	1,000	750	<b>1,000</b>	
OFFICE SUPPLIES	433	100	50	-	
SMALL TOOLS AND EQUIPMENT	236	500	900	<b>6,000</b>	
CLEAN UP CAMPAIGN				<b>17,000</b>	
TOTAL OPERATING	6,182	5,580	5,730	<b>31,200</b>	459%
INDIRECT OUT		(26,000)	(26,000)	<b>(26,000)</b>	
<b>TOTAL EXPENDITURES</b>	<b>175,600</b>	<b>231,030</b>	<b>211,584</b>	<b>273,500</b>	<b>18%</b>
<b>NET COST TO GENERAL FUND</b>	<b>3,747</b>	<b>68,030</b>	<b>(20,821)</b>	<b>61,500</b>	<b>-10%</b>
% OF COST RECOVERED	98%	71%	110%	<b>78%</b>	

## Narrative

Personnel increased by 7% due to filling the code enforcement position and implementing the third phase of the compensation and classification plan. Operating expenses increased 459% due to the additional expenses related to the Town Clean Up efforts and code enforcement. Overall the departments expenses increased by 18%.



General Services encompasses the following service departments: GIS/Access 13/Web, Information Technology, Senior Services, Human Resources, Library, Prosecutor’s Office, and Customer Service (Receptionist). Our goal is to provide outstanding service in a friendly, cost-effective way to all our internal and external customers. We strive to serve the citizens of Chino Valley in a responsible fashion.

# PROSECUTOR

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GENERAL FUND - DEPARTMENT 41



## Mission

To prosecute criminal behavior on behalf of the people of Chino Valley by assuring justice is served, while balancing the issues of punishment for the offense, deterrent from future offenses, restitution to victims of crimes, and rehabilitation of offenders.

## Program Description

### CORE SERVICES

The Prosecutor's Officer processes all misdemeanor cases within the jurisdiction of the Chino Valley Magistrate Court. This includes all misdemeanor offenses in violation of the Arizona Revised Statutes (primarily Criminal and Motor Vehicle offenses) and the Chino Valley Town Code. Some of the main activities include pre-trial conferences, hearings, trials, and other matters set by the Court; filing complaints on matters referred by the police department; and extensive contact and correspondence with victims and witnesses, including interviews and further investigation of pending cases.

### VICTIM ADVOCACY

Arizona State law requires that victims of crimes be contacted regarding a proposed disposition of a pending case. The Prosecutor's Office is responsible for most of this contact. In order to accomplish this, letters are sent to every victim as soon as the defendant appears in court. Our office also has personal contact with as many victims as possible before determining the final resolution of the case.

### DISCLOSURE

Arizona State law requires that the State disclose certain information within its possession regarding a case to the defense. Our office has implemented new technology in order to disclose all the necessary documents, photographs and audio and/or video recordings all on one compact disc. This has saved on printing costs and on mailing costs for the department.

### TRIAL PREPARATION

In criminal law, the State has the burden of proving that a defendant is guilty of a crime beyond a reasonable doubt. Therefore, cases must be processed from the beginning with the goal of proving the charges at trial. This

involves extensive contact with victims and witness interviews, motions, preparing exhibits, as well as preparation of direct examination, cross examination and argument.

**FY 14 Accomplishments**

- Created partnership with the City of Prescott to provide prosecutorial services.
- Received and implemented training pertaining to changes in criminal law and victim’s rights.
- Paralegal earned certification as a Certified Criminal Litigation Specialist.
- Implemented new procedures to accomplish more efficient victim contact.
- Reviewed reports submitted by the police department and filed appropriate criminal charges in a timely manner.
- Resolved pending cases in a timely manner.

**FY 15 New Initiatives and Goals**

- To conclude all cases within 150 days of first pre-trial conference.
- To accomplish required disclosure at or prior to the first pre-trial conference.
- To upgrade use of technology in the courtroom.
- To maintain current knowledge of the latest changes in criminal and victim’s rights laws.
- To contact all victims prior to the defendant’s first court appearance.
- Increase training contacts with Police Department and Code Enforcement personnel.
- Assist in capturing performance data for Police Department and Code Enforcement personnel for evaluation.
- Provide outcome and trend reporting on prosecutorial outcomes to the administration (Police Department, Code Enforcement and General Services Director).

**Performance Measures**

<b>Performance Measure</b>	<b>FY 11/12 Actual</b>	<b>FY 12/13 Actual</b>	<b>FY 13/14 Projected</b>
Pretrial Conferences	595	650	680

Prior fiscal year information is not available.

## Financial Information

PROSECUTOR 41					
Description	2012-13 Actual	2013-14 Adopted Budget	2013-14 Estimated	2014-15 Adopted Budget	% Change Adopted to Adopted
FULL-TIME EQUIVALENT	1	1		1	
TOTAL SALARIES	44,011	48,900	48,807	50,608	3%
TOTAL FRINGE BENEFITS	15,233	17,400	16,551	19,892	14%
TOTAL PERSONNEL	59,244	66,300	65,358	70,500	6%
PROFESSIONAL SERVICES	46,652	50,000	50,000	50,000	
TRAVEL	159	300	160	300	
SUBSCRIPTIONS & MEMBERSHIPS	297	350	250	400	
MAINT OFFICE EQUIPMENT	162	300	300	300	
UTILITIES - WATER	26	100	100	-	
TRAINING & SEMINARS	100	300	200	300	
OPERATING SUPPLIES	368	1,000	1,000	1,000	
TOTAL OPERATING	47,765	52,350	52,010	52,300	0%
TOTAL EXPENDITURES	107,009	118,650	117,368	122,800	3%

### Narrative

Total Personnel increased 6% due to implementing the third phase of the compensation and classification plan. Overall the Prosecutor's Office budget increased 3%.

Human Resources  
Analyst (1)

## Mission

The mission of the Human Resources Department is to provide essential services and support to internal and external customers of the Town of Chino Valley in the area of employee relations, by providing the Town with well-trained and motivated employees, fostering their growth and professional development, ensuring adherence to fair, equitable and ethical personnel standards, and effectively managing risk to the Town.

## Program Description

Human Resource's is responsible for the functions and administration in the areas of recruitment/selection, classification and compensation, performance, records, policies, and compliance reporting, training, Health benefits and retirement benefits.

## FY 14 Accomplishments

- Conducted a positive Open Enrollment that provided employee awareness of the new third (3) party administrator; also provided employee meetings to educate and update staff on health benefits, and processed employee paperwork for benefit enrollments.
- Completed 2014 Local Government Salary /Benefit Surveys.
- Implemented supervisor and manager training on the new evaluation process, employees moving to annual review with new Performance Evaluation Planning and Appraisal forms.
- Processed the reinstatement of the 10% salary furlough.
- Implemented Arizona Noncriminal Justice Fingerprint Compliance Program.
- Recruit of Senior Center Cook, Assistant Cook, Animal Control Technician, Court Clerk, Planner, Lead Maintenance Worker, Police Officers (3), Temporary Pool Staff, and Code Enforcement Building Official. Handled 4 internal recruitments.
- Administered three ASRS retirements and one PSPRS retirement.

## FY 15 New Initiatives and Goals

- Continue revising and updating existing Employee Manual as issues in employment laws and regulations change.
- Begin the process of converting data over into Clarity from Caselle to create Human Resources database.
- Evaluate employee training needs, focusing on supervisory training, and develop suggestions for training.
- Develop a working relationship with NACOG to obtain on-the-job training funds for eligible new employees.
- In conjunction with the Safety Committee train employees on the new Global Harmonized System of Classification and Labeling of Chemicals (GHS).
- Continue to support workforce staffing needs and strategies.

**Performance Measures**

Assist departments in the recruitment / selection of highly qualified and professional employees through a strategic advertisement, applicant screening, interviewing and right-fit assignment.

**Objective**

Provide an aggressive and effective equal opportunity recruitment /selection process to fill vacancies within an average of 60 days following a public announcement for non-exempt positions; and within an average of 90 days following a public announcement for exempt positions.

Performance Measure	FY 12/13	FY 13/14	FY 14/15 Projected
Number of exempt vacancies	0	1	0
Number of non-exempt vacancies	2	9	5
Number of recruitments process	14	14	10
New positions created	3	4	3
Number of applications processed	209	212	175

\*Prior year data not available.

**Strategic Goal:** Manage expense controls.

**Goal**

To maintain competitive compensation and employee relations that contribute to providing a work environment that promotes employee job satisfaction and retention.

**Objective**

Reduce rate of employee turnover.

MEASURE	FY 10/11	FY 11/12	FY 12/13	FY 13/14
<b>Output:</b>				
Number of regular employees			81	88
Employee turnover rate			12.0%	14.8%
# of grievances			0	0
# of employment claims/lawsuits			0	0
Work-Related Injuries and Illnesses	11 Injuries	10 Injuries	13 Injuries, 1 Skin Disorders and 1 Respiratory	

## Financial Information

HUMAN RESOURCES 44					
Description	2012-13 Actual	2013-14 Adopted Budget	2013-14 Estimated	2014-15 Adopted Budget	% Change Adopted to Adopted
FULL-TIME EQUIVALENT	0.9	0.9		1	
<b>TOTAL SALARIES</b>	<b>36,689</b>	<b>45,200</b>	<b>45,128</b>	<b>46,347</b>	<b>3%</b>
<b>TOTAL FRINGE BENEFITS</b>	<b>7,075</b>	<b>9,150</b>	<b>9,006</b>	<b>9,303</b>	<b>2%</b>
<b>TOTAL PERSONNEL</b>	<b>43,765</b>	<b>54,350</b>	<b>54,134</b>	<b>55,650</b>	<b>2%</b>
PROFESSIONAL SERVICES	3,125	12,000	12,000	12,000	
EMPLOYEE RECOGNITION/APPR	1,354	4,000	5,400	5,500	
ADVERTISING	692	1,200	1,200	1,200	
SUBSCRIPTIONS & MEMBERSHIP	365	1,000	1,000	1,000	
MAINT - OFFICE EQUIPMENT	949	1,500	1,300	1,500	
UTILITIES - WATER	141	100	150		
TRAINING & SEMINARS	1,510	5,000	1,500	5,000	
OPERATING SUPPLIES	464	800	800	1,000	
<b>TOTAL OPERATING</b>	<b>8,599</b>	<b>25,600</b>	<b>23,350</b>	<b>27,200</b>	<b>6%</b>
INDIRECT OUT		(13,000)	(13,000)	(13,000)	
<b>TOTAL EXPENDITURES</b>	<b>52,364</b>	<b>66,950</b>	<b>64,484</b>	<b>69,850</b>	<b>4%</b>

## Narrative

Total Personnel increased 2% due to implementing the third phase of the compensation and classification plan. Total Expenses are up 4% due to the budgeted increase in the Employee Recognition and Appreciation Program.

# MANAGEMENT INFORMATION SYSTEMS / GIS

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GENERAL FUND - DEPARTMENT 47

MIS / GIS (2)

## **Mission**

The mission of Management Information Systems / Geographic Information Systems is to support, design, develop and enhance the Town's information technology (IT), geographic information systems (GIS) and audio visual systems.

## **Program Description**

### CORE SERVICES – MANAGEMENT INFORMATION SYSTEMS

MIS provides various services to the Town to support the entire IT infrastructure. Foremost, MIS supports resources such as computer systems, networks and servers that allow the Town staff to effectively carry out their normal duties. MIS is additionally responsible for management and preservation of electronic information created during normal Town operations. MIS maintains the vital communications avenues such as e-mail, phone and Internet access that are so necessary for any organization to conduct business. MIS manages IT related budget and expenditures throughout the fiscal year to ensure proper spending of Town funds. As technology continues to change, MIS implements new software, systems and applications to keep Town services running efficiently and maximize the Town's IT investments. With the continuous growth of the Town and community, MIS manages expansion of the IT infrastructure and accommodating additional space and staff requirements. MIS helps to establish and maintain IT related policies and procedures by protecting the Town from liabilities inherent in the usage of technology. Lastly, MIS maintains documentation and licensing for the Town to ensure compliance with IT related legal regulations.

### CORE SERVICES – GEOGRAPHIC INFORMATION SYSTEMS/WEB/AV (AUDIO VISUAL)/GRAPHIC DESIGN

GIS provides various services to the Town. The GIS Division maintains the GIS database. This information is available in the form of maps, tables or lists to all departments. ArcGIS Publisher/Arc Reader delivers the capability for all employees to view maps electronically. GIS is responsible for management of street names and assigning address numbers to all buildings within the Town. In cooperation with MIS, GIS provides the production and design of the Town web page. The Town's web pages are authoritative and have up-to-date content. Because the website is information orientated, all departments have input as to content. Agendas, Minutes, Announcements, Employment Opportunities, Forms of various types are available for the public to view. GIS provides greater accessibility to Town government by producing information about services, programs and events via Chino Valley Access 13 cable television, GIS production of video presentations and graphic design for electronic video bulletin board via Chino Valley on Access 13 cable television. Management of television scheduling, including replays of televised public meeting are broadcast at various times daily. Lastly, GIS provides graphic design skills to create flyers, signs and electronic bulletin board advertisements for not only AV Division but for many different departments.

#### **FY 14 Accomplishments MIS/GIS/WEB/AV/Graphic Design**

- Migration to new SPAM Filtering.
- Deployed Email Archival Solution Provider.
- Library Expansion Project.
- Reorganization of Server Room.
- Advisory and Assistance in Caselle Software Migration.
- Implementation of a new Secure Remote Access Solution.
- Virtualization of Servers to improve IT Efficiency and Flexibility.
- Migration to Exchange 2013 Email Messaging System.
- Add Skype capability to Council Chambers.
- Created standardized business cards, letterhead and memos for all departments.
- Created standardized PowerPoint presentation for all departments.
- Created the Evaluation Process forms for Human Resources including Employee Evaluation Addendum, Performance Appraisal Forms for Town employees, Police Department (sworn and civilian personnel), Self-Appraisal and Scoring sheet.
- Created numerous posters for the Library.
- Created numerous poster for the Senior Center.
- Enhanced Video Production Visual Effects.
- Enhanced Microphones for Council Chambers.

#### **FY 15 New Initiatives and Goals MIS/GIS/WEB/AV/Graphic Design**

- Continued virtualization and compaction of Town Server environment.
- Deployment and Configuration of a Web Application Firewall.
- Deployment of New Website Redesign and Content Management System.
- Continued Expansion of Library IT Infrastructure.
- Enhancement of the server and network security with improved intrusion prevention and alerting capabilities.
- Development of an improved computer imaging platform.
- Selection and deployment of improved Desktop backup solution.
- Implementation of Web Solutions for Citizen Web-based Services.
- Work In conjunction with Yavapai County, to prepare the Town GIS data for the Next Generation 911 System (NG911).
- Select and Implement new Audio Amplification System.
- Create Town produced programs for Channel 13.
- Create a video on demand system and live video streaming system.
- To provide a "One-Stop Shop" for convenient and efficient service for publications, brochures, poster and exhibits for the Town employees.

## Performance Measures

<b>Management Information Systems</b>	<b>ACTUAL</b>	<b>ESTIMATED</b>
	<b>FY 13/14</b>	<b>FY 14/15</b>
# Computers in Service	109	114
# Computers Added	9	5
# Computers Replaced	7	10
# Servers in Service	14	13
# Servers added	2	1
# Servers Replaced/Retired	5	1
# Printers	43	40
# Printers Added	3	0
# Printers Replaced	0	0
<b>Average Support Hours per Month</b>	<b>114 hr./mo.</b>	<b>115 hr./mo.</b>
<b>GIS/CAD/Web/AV Division produced the following:</b>		
GIS database additions/changes	260	275
GIS mapping products (hard copy maps)	130	130
Web addition/changes	1700	500*
AV additions/changes	950	1000
Graphic Design (flyers, signs and electronic bulletin board advertisements)	625	700

Estimate will be less if web content management software is implemented

## Financial Information

MIS/GIS 47					
Description	2012-13 Actual	2013-14 Adopted Budget	2013-14 Estimated	2014-15 Adopted Budget	% Change Adopted to Adopted
<b>EXPENDITURES</b>					
FULL-TIME EQUIVALENT	1.95	2		<b>2</b>	
TOTAL SALARIES	92,054	104,150	103,872	<b>107,806</b>	4%
TOTAL FRINGE	33,772	40,250	37,190	<b>41,044</b>	2%
TOTAL PERSONNEL	125,826	144,400	141,062	<b>148,850</b>	3%
SUPPORT SERVICES	5,152	13,500	11,000	<b>26,000</b>	
BANDWIDTH/ISP	18,314	36,500	30,000	<b>17,000</b>	
COPIER & PRINTER EXPENSE	2,048	2,100	2,500	<b>3,200</b>	
UTILITIES - WATER	-	100	100		
CELLULAR PHONES	475	900	700	<b>800</b>	
TRAINING AND SEMINARS	175	-	250	<b>500</b>	
OPERATING SUPPLIES	4,466	5,700	4,000	<b>3,500</b>	
HARDWARE MAINTENANCE	4,065	6,300	4,000	<b>6,300</b>	
COMPUTER SOFTWARE PURCHASES	12,811	14,000	12,000	<b>13,000</b>	
COMPUTER HARDWARE PURCHASES	19,629	24,500	23,000	<b>30,000</b>	
TOTAL OPERATING	67,136	103,600	87,550	<b>100,300</b>	-3%
INDIRECT OUT		(3,500)	(3,500)	<b>(3,500)</b>	
<b>TOTAL EXPENDITURES</b>	<b>192,962</b>	<b>244,500</b>	<b>225,112</b>	<b>245,650</b>	<b>0%</b>

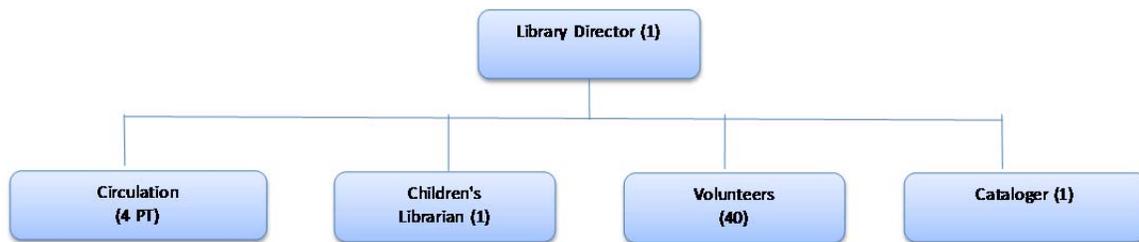
### Narrative

The MIS/GIS Department budget shows an overall decrease of \$3,300 for FY 14/15. This is due mostly to a large decrease in the bandwidth/ISP costs based on management decisions on how the Town was to provide connectivity for the Community Center facility. Additionally, costs approved for a multi-year professional services agreement with Four D LLC. (Approved 11/12/2013), were partially paid from the bandwidth/ISP line item for FY13/14. The continuing costs for the Four D agreement will be rolled into the Support Services line item for FY 14/15 which is causing the line item to increase to the \$26,000 for this next fiscal year.

Computer hardware purchases are budgeted to be higher in FY 14/15. Costs in this line item reflect ongoing computer related replacements, additions and projects that are dictated by the various departments and planned initiatives. It is typical to have large variations in this line item from year to year based on the IT needs of the departments and planned projects for the year.

# LIBRARY

GENERAL FUND - DEPARTMENT 64



## Mission

The Chino Valley Public Library exists to serve and service the informational needs of our community. We strive to create a friendly environment that connects people with resources, programs, referrals, and technology to enrich their lives and expand their imagination and knowledge.

## Program Description

The Chino Valley Public Library offers a vast variety of free educational materials and services to the public. The Library has over 40,000 books, 4,000 videos, 100 magazines, 8 local and national newspapers, with puzzles CD's for the whole family. Over 200 educational and children's programs are available throughout the year.

In addition, the Library offers eleven on-line computerized card catalogs, ten internet terminals (plus wireless) that also word-processing, and spreadsheets, internet computers are equipped with headphones with downloading capability and online access with full text research articles and electronic reference databases.

There is also a children's computer room with seven educational computers offering a vast array of learning programs.

The Chino Valley Library is a member of the Yavapai Library Network giving Chino Valley citizens access to all 40 libraries in the County, and their holdings. Chino Valley citizens have access to over one million items which they can place holds on. Chino Valley patrons can access our web site from the comforts of their home, or wherever they may be in the world, and place holds, renew their books, videos, search our database or download e-books.

Children's programs are offered free to the public three or four times a week throughout the year. The Summer Reading Program is the most popular program in the Library.

It should be noted that The Friends of the Chino Valley Library saved the Town \$49,021.20 in volunteer labor costs and invested over \$50,000 in library purchases and operating costs.

## FY 14 Accomplishments

- The addition and completion of the year-long library expansion and renovation. This project added 3,444 square feet to the existing facility and brought the interior of the building back to its former design with some innovate additions. The Library expansion and renovation was funded by library impact fees, library state grant, library county grant, public donations, and support from the Friends of the Chino Valley Library.

- The addition and completion of a Children’s Computer Room. This room has seven interactive educational computers designed specifically for children.
- The addition and completion of a Young Adult Room. This room gives young adults some privacy and an expanded collection that will double the titles that were previously available.
- The addition and completion of a Community Conference Room and Community Meeting Room. These rooms will allow citizens of various groups and organizations the opportunity for a place to gather.

#### **FY 15 New Initiatives and Goals**

With the completion and addition of the Library expansion and renovation, select library collections will be moved to the new site. After these collections are in place, the rest of the library holdings will need to be back shifted to fill the void. This moving and back shifting of library materials will involve countless hours and personally handling thousands of books into their rightful place.

- New carpeting for the entire Library.
- Expanding the Internet computer area with new counter/tables, chairs and computers.
- Renovation and removal of the secondary interior book drop in Circulation.
- Repair and dedication of the flagpole in front of the new Library expansion.

## Performance Measures

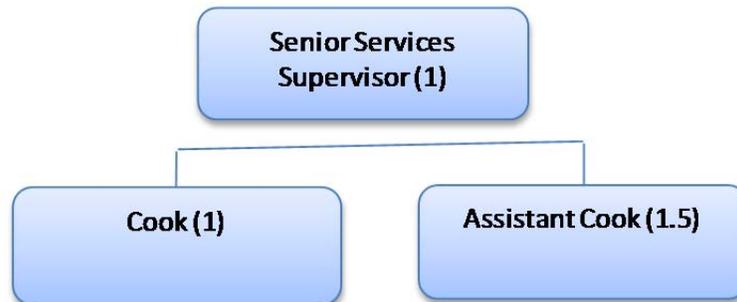
Performance Measure	FY 9/10 Actual	FY 10/11 Actual	FY 11/12 Actual	FY 12/13 Actual
Number of Registered Library users	16,230	9,622	9,011	10,528
Total Attendance in Library per year	59,082	68,791	58,934	60,273
Total Circulation Transactions per Year	129,982	90,701	110,928	108,515
Total Circulation Children's Materials per Year	40,909	30,793	29,306	13,076
Annual number of Public Internet Users	14,100	15,600	15,603	15,687
Online Library Catalog Searches	13,503	14,102	78,373	92,448
Annual Visits to Library Web Site	9,847	10,315	11,689	12,109
Printed materials	42,273	45,909	45,201	43,055
Audio materials	990	1,011	1,284	987
Video materials	4,694	5,414	4,096	4,048
E-Books Titles		157	3,050	4,073
E Books Downloads			33,246	114,296
Public Service Hours	2,478	1,872	1,872	2,478
Total Volunteer Hours	5,161	7,109	6,911	6,408
Number of interlibrary loans provided	11,362	12,696	8,904	8,813
Number of interlibrary loans received	23,071	21,770	18,061	18,833
Childrens Programs	514	261	204	263
Total Attendance of Childrens Programs	8,107	8,027	7,432	7,284

## Financial Information

LIBRARY 64					
Description	2012-13 Actual	2013-14 Adopted Budget	2013-14 Estimated	2014-15 Adopted Budget	% Change Adopted to Adopted
<b>REVENUES</b>					
COUNTY LIBRARY FUNDS	107,599	110,000	102,967	<b>101,500</b>	
COPIES & MAPS (LIBRARY)	16	100	100	<b>100</b>	
LIBRARY FINES	2,890	2,500	3,265	<b>3,000</b>	
LOST BOOKS	669	1,000	1,070	<b>1,000</b>	
LIBRARY CONTRIBUTIONS	5,200	4,800	4,800	<b>4,800</b>	
<b>TOTAL REVENUES</b>	<b>116,374</b>	<b>118,400</b>	<b>112,202</b>	<b>110,400</b>	<b>-7%</b>
<b>EXPENDITURES</b>					
FULL-TIME EQUIVALENT	4.5	4		<b>4</b>	
TOTAL SALARIES	172,391	183,500	187,000	<b>191,031</b>	4%
TOTAL FRINGE BENEFITS	44,980	49,350	49,664	<b>51,369</b>	4%
TOTAL PERSONNEL	217,370	232,850	236,664	<b>242,400</b>	4%
TRAVEL	849	500	-	<b>500</b>	
PUBLIC RELATIONS	-	500	225	<b>250</b>	
SUBSCRIPTIONS & MEMBERSHIPS	1,667	1,100	1,150	<b>1,150</b>	
POSTAGE AND SHIPPING	4,800	4,800	4,800	<b>4,800</b>	
MAINT - OFFICE EQUIP/FURNITURE	606	500	300	<b>300</b>	
UTILITIES - WATER	698	1,000	700	<b>700</b>	
VIDEOS	3,696	1,500	1,500	<b>1,500</b>	
GENERAL SUPPLIES	4,826	4,500	5,000	<b>5,000</b>	
BOOKS	6,885	7,000	7,000	<b>7,000</b>	
PERIODICALS	1,842	1,900	1,600	<b>1,600</b>	
AUTOMATION	11,971	17,900	15,000	<b>15,500</b>	
AUDIO COMPACT DISKS	658	1,000	1,000	<b>1,000</b>	
CHILDRENS PROGRAM	3,428	3,500	3,500	<b>3,500</b>	
EBOOKS	1,028	1,000	1,000	<b>1,000</b>	
OFFICE EQUIPMENT & FURNITURE	-	1,500	1,500	<b>1,500</b>	
TOTAL OPERATING	42,954	48,200	44,275	<b>45,300</b>	-6%
<b>TOTAL EXPENDITURES</b>	<b>260,324</b>	<b>281,050</b>	<b>280,939</b>	<b>287,700</b>	<b>2%</b>
<b>NET COST TO GENERAL FUND</b>	<b>143,950</b>	<b>162,650</b>	<b>168,737</b>	<b>177,300</b>	<b>9%</b>
% OF COST RECOVERED	45%	42%	40%	<b>38%</b>	

## Narrative

Total Personnel is up 4% due to implementing the third phase of the compensation and classification plan. Operating expenditures are projected to decrease 6%. Total expenditures are projected to increase 2%.



## Mission

The Mission of Chino Valley Senior Services is to provide opportunities for participation with with social interaction, education, recreation, nutrition, wellness, and referral information to enhance the quality of life for the adult population of Chino Valley.

## Program Description

The Chino Valley Senior Center administers and supports the Meals on Wheels program and provides a setting for daily congregate meals, artistic performances and exhibits, social gatherings, dances, enrichment programming, health programming, social services, referral services and educational and life skill training for our adult population. Additionally, many off campus programs and trips are planned each year. The center provides activity and meeting space for numerous community organizations and other Town departments.

Currently, Senior Services staff consists of a supervisor, cook and two part time assistant cooks. Additionally, numerous volunteers are utilized as meals-on-wheels drivers, program drivers, program facilitators, facility hosts, kitchen help and thrift store operators.

## FY 14 Accomplishments

- In Fiscal Year 12/13, the Chino Valley Senior Center, through creative staffing, was able to return to a 5 day work week, therefore ensuring meals to our seniors Monday through Friday.
- This past year, the Chino Valley Meals on Wheels program has had more volunteer drivers than ever before. Currently we have over 20 volunteer drivers that use their own vehicles and gas to deliver noon time meals to our homebound seniors.
- We have been able to place two (2) part-time assistant cooks in the kitchen.
- The Senior Center has partnered with the GIS Technician for help and support creating and publishing the monthly newsletter; hence the publication looks professionally done.

## FY 15 Initiatives and Goals

- Develop a more comprehensive activities program to include enrichment and fitness programs at the Center.
- Develop stronger partnerships with other senior programs in the quad-city area to provide more community wide programming through shared resources.
- Develop a strategy to market and manage the thrift store.
- Increase the congregate mealtime participant numbers by 10%.
- Develop Facility Management Forms for facility rental and provision of rental oversight to assist users of the facility.
- In partnership with the Chino Valley Senior Advisory Board develop a strategy to kick off a program for new flooring for the facility.

## Performance Measures

Performance Measure	FY 8/9 Actual	FY 9/10 Actual	FY 10/11 Actual	FY 11/12 Actual	FY 12/13 Actual	FY 13/14 Estimate
<b>Meals Served</b>						
Total meals Served In House	11,030	10,267	9,205	8,565	8,493	10,647
Total meals on Wheels	12,266	12,085	10,377	8,091	9,101	7,836
<b>Total Meals</b>	<b>23,296</b>	<b>22,352</b>	<b>19,582</b>	<b>16,656</b>	<b>17,594</b>	<b>18,483</b>
<b>Building Usage</b>						
Non Profit/Private Users	2,687	2,458	2,569	2,677	4,120	3,654
Games/Cards/Pool/Horseshoes	946	1,324	1,265	1,110	1,872	2,226
Programs	1,187	1,456	1,324	1,217	720	1,205
Community Resouce Referrals	658	789	463	546	780	980
Trips	439	594	582	529	816	840
Computer Lab	265	203	192	199	520	576
	<b>6,182</b>	<b>6,824</b>	<b>6,395</b>	<b>6,278</b>	<b>8,828</b>	<b>9,481</b>

## Financial Information

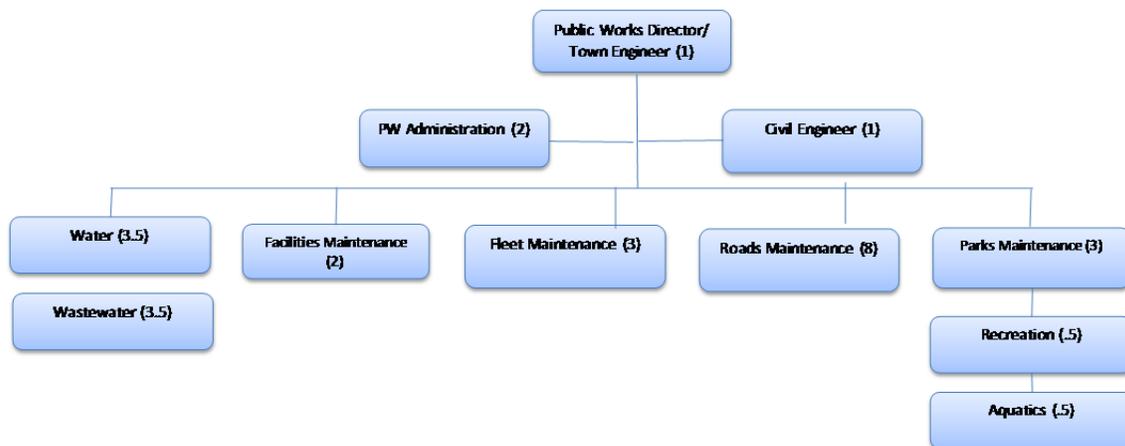
SENIOR CENTER 66					
Description	2012-13 Actual	2013-14 Adopted Budget	2013-14 Estimated	2014-15 Adopted Budget	% Change Adopted to Adopted
<b>REVENUES</b>					
SENIOR NUTRITION REVENUE	58,488	71,000	57,645	<b>58,000</b>	
YAVAPAI CTY LONG TERM CARE	3,438	13,000	-	-	
FACILITIES USE-SENIOR CENTER	3,650	4,000	6,225	<b>6,000</b>	
S/C NUTRITION PROGRAM INCOME	8,259	9,000	8,197	<b>8,500</b>	
SENIOR CTR THRIFT STORE	538	1,000	1,314	<b>1,000</b>	
SR CTR SPONSORSHIPS	-	2,000	-	-	
SR CTR PROGRAM INCOME	2,760	3,000	1,472	<b>2,000</b>	
<b>TOTAL REVENUES</b>	<b>77,133</b>	<b>103,000</b>	<b>74,853</b>	<b>75,500</b>	<b>-27%</b>
<b>EXPENDITURES</b>					
FULL-TIME EQUIVALENT	3	3		<b>3.5</b>	
TOTAL SALARIES	79,089	83,500	90,260	<b>103,472</b>	24%
TOTAL FRINGE BENEFITS	34,686	33,050	39,207	<b>44,528</b>	35%
TOTAL PERSONNEL	113,775	116,550	129,467	<b>148,000</b>	27%
PROFESSIONAL SERVICES		6,400	150	<b>700</b>	
TRAVEL		6,200	500	<b>2,000</b>	
COPIER & PRINTER EXPENSE	325		750	<b>750</b>	
MAINT - MISCELLANEOUS	3,700	4,500	2,000	<b>3,000</b>	
UTILITIES - WATER	394	600	600	<b>600</b>	
CELLULAR PHONES	558				
SENIOR PROGRAMS	3,253	3,000	2,800	<b>3,000</b>	
KITCHEN SUPPLIES	2,582	2,500	1,800	<b>2,000</b>	
OFFICE SUPPLIES	918	700	700	<b>700</b>	
FOOD PURCHASES	62,652	59,000	65,000	<b>70,000</b>	
TOTAL OPERATING	74,381	82,900	74,300	<b>82,750</b>	0%
<b>TOTAL EXPENDITURES</b>	<b>188,156</b>	<b>199,450</b>	<b>203,767</b>	<b>230,750</b>	<b>16%</b>
<b>NET COST TO GENERAL FUND</b>	<b>111,023</b>	<b>96,450</b>	<b>128,914</b>	<b>155,250</b>	<b>61%</b>
% OF COST RECOVERED	41%	52%	37%	<b>33%</b>	

## Narrative

Total Personnel is up 27% due to increased staffing within the department and implementing the third phase of the compensation and classification plan. Operating Expenditures are even with last fiscal year. Overall the department is projecting an increase of 16% next fiscal year.

## PUBLIC WORKS DIVISION

### GENERAL FUND/SPECIAL REVENUE/ENTERPRISE



The Public Works Division exists to provide the maintenance and construction of public roads and streets, water and sewer systems, and parks that are used by the general public in a safe and useful condition while maintaining the rural character of Chino Valley.

The Public Works Division is an amalgam of many departments of the Town of Chino Valley that includes Engineering, Roads and Streets Maintenance, Facilities Maintenance, Fleet Maintenance, Parks Maintenance, Utilities, Recreation, and Aquatics. The essence of Public Works is to provide professional services necessary to keep the public safe on the roads and streets of Chino Valley and maintain the fleet of vehicles and equipment, the parks and recreation fields, water and sewer systems, and the pool. The staff of the Public Works Department stands ready to assist the citizens with issues relating to roadways, water and sewer, and recreation.

The Town of Chino Valley Public Works Division oversees the following departments within the following funds:

#### General Fund

- Engineering
- Facilities Maintenance
- Fleet Maintenance
- Parks Maintenance
- Recreation
- Aquatics

#### Special Revenue Fund

- Road Maintenance

#### Enterprise Fund

- Water
- Wastewater

Employees in the Water and Wastewater Department's time is allocated equally between the two departments.

# PARKS MAINTENANCE

GENERAL FUND - DEPARTMENT 68

Parks Maint Worker (3)

## Mission

The Parks and Recreation Department is committed to providing safe, welcoming parks, recreation facilities, and programs and events that encourage a healthy lifestyle, citizen participation and a strong sense of community.

## Program Description

The Parks and Recreation Division is responsible for creating and maintaining parks and recreational programs for the citizens of the Town of Chino Valley. Each facility requires the maintenance of turf, foliage, shrubs, aggregate, playground equipment, irrigation systems, etc., necessary to provide a safe and convenient recreation experience for both adults and children participating in organized sports or just a casual location for the family seeking to experience the beauties of Chino Valley.

## FY 14 Accomplishments

- Rehabilitate Old Home Manor ball field irrigation system.
- Rehabilitated Town Hall irrigation system and installed new low water use greenery.
- Reduce water use on turf facilities.

## FY 15 New Initiatives and Goals

- Rehabilitate Playground Facility at Community Center.
- Rehabilitate Town owned portions of the Peavine Trail System.
- Develop and implement Parks turf management and water conservation program.

## Performance Measures

	FY 09 -10 Actual	FY 10 - 11 Actual	FY 11-12 Actual	FY 12 -13 Actual	FY 13-14 Actual
Total Parks Acres	114	114	114	114	114
Total Miles of Trails	3	3	3	3	3
Total Acres of Active Parks	2.3	2.3	2.3	9.3	9.3
Total Open Space Acres	89	89	89	82	8
Total Acres of Turf	19.65	19.65	19.65	19.65	19.65
Gallons Water used per Acre of Turf	N/A	N/A	1,041,365	931,758	650,000
Full Time Parks Employees	4	4	3	3	2
Number Youth Organizations Utilizing Parks Facilities	4	4	5	9	10

## Financial Information

PARKS MAINTENANCE 68					
Description	2012-13 Actual	2013-14 Adopted Budget	2013-14 Estimated	2014-15 Adopted Budget	% Change Adopted to Adopted
<b>REVENUES</b>					
FACILITIES USE-PARKS	7,286	5,000	6,788	<b>7,000</b>	
PARKS SPONSORSHIPS	-	2,000	-	-	
<b>TOTAL REVENUES</b>	<b>7,286</b>	<b>7,000</b>	<b>6,788</b>	<b>7,000</b>	<b>0%</b>
<b>EXPENDITURES</b>					
FULL-TIME EQUIVALENT	3	3		<b>3</b>	
TOTAL SALARIES	77,181	87,050	99,885	<b>91,208</b>	5%
TOTAL FRINGE BENEFITS	36,450	42,650	38,490	<b>35,292</b>	-17%
TOTAL PERSONNEL	113,631	129,700	138,375	<b>126,500</b>	-2%
CONTRACT AND SUPPORT SERVICES	222	300	300	<b>300</b>	
PROFESSIONAL SERVICES		2,500	3,640	<b>5,000</b>	
TRAVEL		600	400	<b>600</b>	
MAINT - PARKS	13,838	20,000	20,000	<b>40,000</b>	
MAINT - MACH/EQUIP	204	2,000	1,000	<b>2,000</b>	
UTILITIES - WATER	182,705	175,000	125,000	<b>155,000</b>	
UTILITIES - ELECTRIC	4,481	31,500	31,500	<b>31,500</b>	
SANITATION/REFUSE	8,134	9,300	9,300	<b>9,300</b>	
MAINT VANDALISM	5,148	4,500	4,500	<b>4,500</b>	
CELLULAR PHONES	-	500	500	<b>500</b>	
RENT - MACHINERY AND EQUIPMENT	434	1,800	1,000	<b>2,000</b>	
TRAINING & SEMINARS			1,037		
CLOTHING AND UNIFORMS	899	1,200	1,200	<b>1,200</b>	
JANITORIAL & SANITATION SUPPLIES	22	500	250	<b>500</b>	
OPERATING SUPPLIES	224	500	200	<b>500</b>	
SMALL TOOLS/EQUIP/FURNITURE	1,054	5,000	3,500	<b>5,000</b>	
SAFETY SUPPLIES	13	400	400	<b>100</b>	
LEASE PURCHASE PAYMENTS				<b>12,000</b>	
TOTAL OPERATING	217,377	255,600	203,727	<b>270,000</b>	6%
<b>TOTAL EXPENDITURES</b>	<b>331,008</b>	<b>385,300</b>	<b>342,102</b>	<b>396,500</b>	3%
<b>NET COST TO GENERAL FUND</b>	<b>323,722</b>	<b>378,300</b>	<b>335,314</b>	<b>389,500</b>	3%
% OF COST RECOVERED	2%	2%	2%	<b>2%</b>	

### Narrative

Total Personnel is down 2% due to turnover within the department during the year. Total Operating Expenditures are up 6% due to increased maintenance expenditures.

# FACILITIES MAINTENANCE

GENERAL FUND - DEPARTMENT 71



## Mission

The Facilities Maintenance Department is committed to maintaining the Town’s facilities in a manner to guarantee the safety of the facilities users while performing routine maintenance and repairs in a responsible manner.

## Program Description

The Facilities Department is responsible for maintenance services including scheduled and preventive maintenance, in house remodeling projects and divisional moves. The Facilities Department is also responsible for a master meter. This is the natural gas system in the town complex which is controlled through the Arizona Corporation Commission.

The Facilities Department is responsible for all janitorial services, which include 30 public restrooms, cleaning and vacuuming all floors, trash removal, lighting, alarm systems, HVAC repair, roofing, painting, carpentry, plumbing, pest control, monthly and annual fire extinguisher inspection and monthly filter changes in all HVAC units.

The Facilities Department is on call 24 hours a day.

Town of Chino Valley Facilities				
		Square Footage	Number of HVAC units	
1	TOWN HALL	5,256	4	
2	LIBRARY	9,920	5	
3	PUBLIC WORKS	3,923	3	
4	SHOP (LOWER)	2,400	4	
5	SHOP (UPPER)	575	2	
6	SENIOR CENTER	4,524	5	
7	POLICE EVIDENCE	1,242	2	
8	COURT	3,544	2	
9	POLICE DEPARTMENT	2,839	2	
10	COMMUNITY CENTER	4,004	4	
11	ANIMAL CONTROL	1,500	1	
12	POLICE TRAINING FACILITY	1,326	1	
13	FACILITY SHOP	680	1	
14	HEALTH CARE MOBILE	1,088	1	
15	ROAD BUILDING	1,792	1	
16	QUANSET ROAD SHOP	4,000		
17	AQUATIC CENTER	4,457	5	
18	AQUATIC EQUIPMENT BLDG.	1,080		
19	CONCESSION BUILDING	1,554	1	
	Total	55,704	44	

#### FY 14 Accomplishments

- Had new natural gas system installed in town complex due to failing system.
- The daily routine of all maintenance and janitorial services of all of our facilities to make it a safe and a clean work environment for all our customers, volunteers and Town employees.

#### FY 15 New Initiatives and Goals

- Establish a painting schedule for the facilities.
- Keep maintenance at a high quality.
- Try to keep costs to a minimum.

#### Performance Measures

Task	Frequency	Desired Outcome
Maintain facilities weekly tasks such as: routine maintenance and repairs, lights, obvious surface damage, surface water damage, etc.	Visually inspect each building weekly.	Prevent safety violations such as combustible storage, ADA issues, building concerns.
Maintain facilities monthly tasks such as: in addition to items listed above, operation maintenance of ventilation filter systems, inspection of emergency equipment, etc.	Visually inspect each building monthly.	Ongoing prevention of safety violations and the failure of large operational items.
Maintain facilities quarterly tasks such as: in addition to items listed above, electrical panel inspection, visible mold, door/lock operations, etc.	Visually inspect each building quarterly.	Prevent failure of large operational items and safety violations.
Maintain facilities annual tasks such as: in addition to items listed above, painting, repair/review of HVAC, fire extinguisher inspection, testing of fire alarm systems, plumbing and septic system operations, etc.	Provide a thorough inspection of all interior and exterior of each building.	Look for signs of water infiltration, inspect roofing condition, inspect HVAC.

Facility	Total Acres	Active Park Acres	Open Space Acres	Acres of Turf
Town North Campus	12.3		12.3	
Memory Park	2.4	1		1.4
Library use area	0.3	0.3		
Community Center Park	36	1	20.5	14.5
Old Home Manor Ball Fields	14.5		10.75	3.75
Center Street Park	2.17		2.17	
Town South Campus	4.9		4.9	
Appaloosa Meadows Open Space	5.38		5.38	
Peavine Trail	36		33	
<b>Total</b>	<b>113.95</b>	<b>2.3</b>	<b>89</b>	<b>19.65</b>

## Financial Information

FACILITIES MAINTENANCE 71					
Description	2012-13 Actual	2013-14 Adopted Budget	2013-14 Estimated	2014-15 Adopted Budget	% Change Adopted to Adopted
<b>EXPENDITURES</b>					
FULL-TIME EQUIVALENT	2.33	2		2.5	
TOTAL SALARIES	73,603	61,700	61,939	74,167	20%
TOTAL FRINGE BENEFITS	31,663	30,700	28,244	31,583	3%
TOTAL PERSONNEL	105,265	92,400	90,183	105,750	14%
CONTRACT AND SUPPORT SERVICES	1,365	12,000	12,000	4,500	
MAINTENANCE - TOWN FACILITIES	6,059	25,000	25,000	25,000	
UTILITIES - GAS	20,765	35,000	25,000	30,000	
UTILITIES - WATER	192	800	800	1,000	
UTILITIES - ELECTRIC	97,582	100,000	100,000	100,000	
UTILITIES - TELEPHONE	20,116	23,000	23,000	23,000	
CELLULAR PHONES	1,451	1,500	1,600	1,600	
UTILITIES - SEWER	3,149	5,000	3,400	3,500	
RENT - MACHINERY AND EQUIPMENT	66	500	500	500	
CLOTHING AND UNIFORMS	860	1,000	500	1,000	
JANITORIAL & SANITATN SUPPLIES	5,664	6,000	6,000	6,000	
BUILDING MATERIALS & SUPPLIES	5,729	10,000	8,000	10,000	
GENERAL/OPERATING SUPPLIES	27	300	300	300	
MOVING SUPPLIES	-	2,000			
SMALL TOOLS/EQUIP/FURNITURE	2,158	500	500	500	
SAFETY SUPPLIES	279	500	500	500	
TOTAL OPERATING	165,465	223,100	207,100	207,400	-7%
INDIRECT IN		33,500	33,500	33,500	
<b>TOTAL EXPENDITURES</b>	<b>270,730</b>	<b>349,000</b>	<b>330,783</b>	<b>346,650</b>	<b>-1%</b>

### Narrative

Total Personnel is up 20% due adding a part time janitorial position and implementing the third phase of the compensation and classification plan. Total operating expenses are down 7%, with a projected overall decrease of 1% next budget year.

# FLEET MAINTENANCE

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GENERAL FUND – DEPARTMENT 73

## Fleet Maintenance (3)

### **Mission**

To provide an efficient, comprehensive fleet management program, which responsively fulfills the vehicle and equipment needs of the various Town Divisions through cost-effective practices and dedicated personal service.

### **Program Description**

The Fleet/Vehicle Department of the Public Works Division provides the required operation and maintenance of all rolling stock that is owned by the Town of Chino Valley. This includes Police Vehicles, all Town vehicles, heavy equipment, motor grader, chip spreader, 10 yard dump trucks, VacCon Vactor Truck, mowers and small power tools, trailers, generators, etc.

### **FY 14 Accomplishments**

- Processed approximately 350 written service requests.
- Spec, ordered and up-fitted 1 new Police Department unit.
- Spec, ordered and up-fitted new K-9 unit for the Police Department.
- Purchased new tire balancer.

### **FY 15 New Initiatives and Goals**

- Develop a more cost effective program in preventive maintenance and repair.
- Incorporate new software for Fleet maintenance.
- Incorporate photo identification for Town vehicles and equipment.
- Supply additional help and support in the form of man power and or fabrication to all departments.
- Review procedures and develop maintenance for higher mile equipment at a cost savings without sacrificing safety and service.
- Update scan tool to aid in-house repairs for less outsourcing cost with additional training.
- Purchase new Loader for Roads.
- Purchase two dump trucks, one for Roads and one for Parks.
- Purchase Backhoe for utilities.

## Performance Measures

Task	Frequency	Desired Outcome
Provide routine maintenance of all police vehicles, town vehicles, heavy equipment, mowers, etc.	As needed based on mileage, hours of operation, crucial value of equipment being down, etc. Visually inspect each police vehicle every 2,000 miles.	Keep critical equipment up and running, such as Police vehicle and critical heavy equipment.
Provide engine repair, tire and brake replacement, windshield repair, maintenance of seasonal equipment such as mowers, sweepers, power brooms, weed whackers, etc.	As needed based on mileage, hours of operation, crucial value of equipment being down, etc.	Reduce cost of outside repair and maintenance.
Provide professional review and recommendations regarding the acquisition of used equipment.	As needed based on immediate needs and available funding based on equipment availability.	To minimize the cost of acquisition of large ticket items.

## Financial Information

FLEET MAINTENANCE 73					
Description	2012-13 Actual	2013-14 Adopted Budget	2013-14 Estimated	2014-15 Adopted Budget	% Change Adopted to Adopted
FULL-TIME EQUIVALENT	2.38	3		3	
TOTAL SALARIES	102,820	140,700	141,894	146,432	4%
TOTAL FRINGE BENEFITS	38,257	54,900	51,648	56,168	2%
TOTAL PERSONNEL	141,078	195,600	193,542	202,600	4%
CONTRACT AND SUPPORT SERVICES	989	1,350	500	1,000	
MAINT - MOTOR POOL VEHICLES	11,852	15,000	15,000	15,000	
MAINT - POLICE VEHICLES	39,810	34,000	34,000	34,000	
MAINT - PARKS VEHICLES	1,954	4,500	2,500	4,000	
CELLULAR PHONES	416	450	450	500	
RENT - MACHINERY AND EQUIPMENT		200			
TRAINING & SEMINARS	54	500	700	500	
CLOTHING AND UNIFORMS	822	2,000	1,000	1,000	
SHOP SUPPLIES	618	2,200	2,200	2,500	
GAS/OIL POOL VEHICLES	21,911	22,000	22,000	23,000	
GAS/OIL POLICE VEHICLES	70,918	75,000	75,000	75,000	
GAS/OIL PARKS VEHICLES	6,930	12,000	7,500	10,000	
OFFICE SUPPLIES	768	550	550	500	
SMALL TOOLS/EQUIP/FURNITURE	4,701	5,000	8,000	5,000	
TOTAL OPERATING	161,743	174,750	169,400	172,000	-2%
INDIRECT OUT		(38,000)	(38,000)	(38,000)	
<b>TOTAL EXPENDITURES</b>	<b>302,821</b>	<b>332,350</b>	<b>324,942</b>	<b>336,600</b>	<b>1%</b>

### Narrative

Total Personnel is up 4% due to implementing the third phase of the compensation and classification plan. Operating Expenses are down 2% resulting in a net increase of 1% this budget year.

Civil Engineer (1)

## Mission

The Engineering Department of the Public Works Division provides professional engineering advice to the Town Council, while working with citizens and developers regarding competing goals of efficient cost delivery systems and public health/safety issues.

## Program Description

The Engineering Department provides professional engineering services for all public improvements within the Town of Chino Valley right-of-way. They are responsible for the delivery of the capital improvement program, review and oversight of private and public development/construction projects. In addition, this department represents the Town of Chino Valley on various regional technical committees such as the Central Yavapai Metropolitan Planning Organization, the Water Advisory Committee and the Upper Verde Water Protection Coalition.

## FY 14 Accomplishments

- Chino Valley Shooting Range.
- Chino Meadows Unit 5 Drainage and Box Culvert Project.
- Design and construction of the Community Center Park Expansion Project.
- Road 2 North Box Culvert at the Santa Cruz Wash.
- Road 3 North Storm Water Project at Old Town Hall.
- Chino Valley Library Remodel Design.
- Developed conceptual layout of Water and Sewer Extensions along Highway 89 between Road 3 ½ North and approximately 1,000 feet north of the future alignment of Road 5 South.

## FY 15 New Initiatives and Goals

- Work with the Chino Valley School District to develop and implement a phased construction plan for traffic upgrade for Del Rio and Heritage Schools.
- Acquire right of way for Road 1 East and Center Street.
- Develop Public Works maintenance handbook for Employees.
- Design and construct CBDG paving project in Chino Meadows 5.
- Improve quality control of paving projects.
- Start construction of Chino Meadows 2 and 5 drainage project.
- Design Peavine Trail Road from R4S to Center Street.

## Performance Measures

Project	Desired Outcome
Design and construction of Road 4 South across the northern boundary of Section 1 of T15N R2W.	Provide access to future transportation network.
Design and construction of the box culvert at Center Street and the Santa Cruz Wash.	Provide critical infrastructure for the future extension of Center Street.
Design and construction of the Chino Meadows Unit 5 Drainage Improvement Project.	Prevent future flooding.
Provide necessary input for Community Development Block Grant to Pave Dirt Streets in Chino Meadows Unit 5.	Prevent fugitive dust issues.
Provide necessary input and direction for the Highway 89 Water and Sewer Project between Road 3½ North and approximately 1,000' north of the future alignment of Road 5 South.	Provide Chino Valley a solid economic foundation.

## Financial Information

ENGINEERING 74					
Description	2012-13 Actual	2013-14 Adopted Budget	2013-14 Estimated	2014-15 Adopted Budget	% Change Adopted to Adopted
<b>REVENUES</b>					
ENGINEERING REPORTS	-	500	-	-	
ENGINEERING SERVICES	2,900	4,000	350	2,500	
ENGINEERING INSPECTIONS	-	100	-	-	
<b>TOTAL REVENUES</b>	<b>2,900</b>	<b>4,600</b>	<b>350</b>	<b>2,500</b>	<b>-46%</b>
<b>EXPENDITURES</b>					
FULL-TIME EQUIVALENT	0.39	1		1	
TOTAL SALARIES	23,537	70,200	70,180	72,642	3%
TOTAL FRINGE BENEFITS	7,112	9,700	13,352	15,908	64%
<b>TOTAL PERSONNEL</b>	<b>30,648</b>	<b>79,900</b>	<b>83,532</b>	<b>88,550</b>	<b>11%</b>
PROFESSIONAL SERVICES	8,390	8,500	4,000	8,500	
TRAVEL	183	500	500	500	
ADVERTISING	-	300	300	300	
SUBSCRIPTIONS & MEMBERSHIPS	1,489	900	900	900	
CELLULAR PHONES	1,336	1,500	1,500	2,200	
OPERATING SUPPLIES	1,254	1,200	1,200	1,200	
SMALL TOOLS/EQUIP/FURNITURE	10	100	100	100	
<b>TOTAL OPERATING</b>	<b>12,663</b>	<b>13,000</b>	<b>8,500</b>	<b>13,700</b>	<b>5%</b>
INDIRECT OUT		(28,000)	(28,000)	(28,000)	
<b>TOTAL EXPENDITURES</b>	<b>43,311</b>	<b>64,900</b>	<b>64,032</b>	<b>74,250</b>	<b>14%</b>
<b>NET COST TO GENERAL FUND</b>	<b>40,411</b>	<b>60,300</b>	<b>63,682</b>	<b>71,750</b>	<b>19%</b>
% OF COST RECOVERED	7%	7%	1%	3%	

### Narrative

Personnel up 11% due increasing in fringe benefits and implementing the third phase of the compensation and classification plan and increased fringe benefit costs. Total department expenditures are projected to be up 14% this budget year.

# RECREATION



## Mission

The Recreation Department is committed to providing safe, welcoming parks, recreation facilities, programs and events that encourage a healthy lifestyle, citizen participation and a strong sense of community.

## Program Description

The Recreation Department is responsible for creating and maintaining parks and recreational programs for the citizens of the Town of Chino Valley.

## FY 14 Accomplishments

- Develop a continuing coordination effort between Town of Chino Valley and local non-profit organizations to provide Halloween activities at little or no cost.
- Develop a continuing coordination effort between Town of Chino Valley and local non-profit organizations to provide recreational activities at little or no cost.

## FY 15 New Initiatives and Goals

- Continue coordination effort between Town of Chino Valley and local non-profit organizations to provide Halloween activities at little or no cost.
- Continue coordination effort between Town of Chino Valley and local non-profit organizations to provide recreational activities at little or no cost.
- Develop and expand statistical data for performance measures and development of new programs.

## Performance Measures

Task	Frequency	Desired Outcome
Monitor and begin collecting data on park utilization by organized user groups.	Spring/Summer/Fall	Provide better data to meet user group needs.
Monitor and begin collecting data on the number of contracts issued to park users.	Spring/Summer/Fall	To better tailor the park features to the park users.
Monitor and begin collecting data on the turnout that utilizes recreational events.	Spring/Summer/Fall	To determine the community support for the proposed events.

## Financial Information

RECREATION 63					
Description	2012-13 Actual	2013-14 Adopted Budget	2013-14 Estimated	2014-15 Adopted Budget	% Change Adopted to Adopted
<b>REVENUES</b>					
SPECIAL REC PROGRAM INCOME	-	-	1,010	-	
ADULT SPORTS	1,250	3,000	-	1,000	
PROGRAM INCOME	485	2,000	-	1,000	
RECREATION CONCESSIONS	-	-	240	-	
FACILITIES USE-RECREATION	2,488	4,000	716	1,000	
RECREATION CLASSES INCOME	960	1,000	-	-	
RECREATION SPONSORSHIPS	2,905	5,000	-	-	
<b>TOTAL REVENUES</b>	<b>8,088</b>	<b>15,000</b>	<b>1,966</b>	<b>3,000</b>	<b>-80%</b>
<b>EXPENDITURES</b>					
FULL-TIME EQUIVALENT	0.68	0.5		0.5	
TOTAL SALARIES	13,827	28,650	14,000	27,503	-4%
TOTAL FRINGE BENEFITS	4,454	10,350	4,650	10,147	-2%
TOTAL PERSONNEL	18,281	39,000	18,650	37,650	-3%
LICENSES AND PERMITS	664	250	250	250	
ADVERTISING	30	500	500	500	
SUBSCRIPTIONS & MEMBERSHIPS	215				
MAINT - EQUIP/FURN/AGREEMENTS	171		500	500	
UTILITIES - WATER	671	1,500	2,000	2,500	
CELLULAR PHONES	40				
RECREATIONAL PROGRAMS	5,840	10,000	5,000	10,000	
OPERATING SUPPLIES	1,251	500	500	500	
SPONSOR FUNDED EXPENDITURES	1,305	5,000		-	
TOTAL OPERATING	10,187	17,750	8,750	14,250	-20%
INDIRECT IN		17,500	17,500	17,500	
<b>TOTAL EXPENDITURES</b>	<b>28,468</b>	<b>74,250</b>	<b>44,900</b>	<b>69,400</b>	<b>-7%</b>
NET COST TO GENERAL FUND	20,380	59,250	42,934	66,400	12%
% OF COST RECOVERED	9%	5%	2%	1%	

## Narrative

Total Personnel is down due to reorganization within the department. Total Operating expenses were reduced reflecting additional reorganization savings. Total department expenditures are projected to be down 7% this budget year.

# AQUATIC CENTER

GENERAL FUND – DEPARTMENT 69

Aquatics (.5)

### Mission

The Recreation Department oversees the Aquatic Center Operation and is committed to providing safe, welcoming parks, recreation facilities, programs and events that encourage a healthy lifestyle, citizen participation and a strong sense of community.

### Program Description

The and Recreation Department is responsible for creating and maintaining parks, recreational and aquatics programs for the citizens of the Town of Chino Valley.

### FY 14 Accomplishments

- Reduced overall labor hours needed for aquatics season operation.
- Developed teen night aquatic recreation program.
- Increased cost recovery percentage.
- Developed statistical data for performance measures.

### FY 15 New Initiatives and Goals

- Increase cost recovery percentage.
- Increase use of the facility by increasing advertising campaign and improving existing programing.
- Expand statistical data for performance measures to include details in general admission use per category.

### Performance Measures

	2012 Actual*	2013 Actual	2014 Projected
General Admission	12,324	18,500	19,500
Lap Swim Attendance	1,069	1,500	1,650
Therapy Swim Attendance	558	1,000	1,000
Aquafit Attendance	92	110	135
Swim Lessons Attendance	202	150	150

\* Prior year data was not available.

## Financial Information

AQUATICS CENTER 69					
Description	2012-13 Actual	2013-14 Adopted Budget	2013-14 Estimated	2014-15 Adopted Budget	% Change Adopted to Adopted
<b>REVENUES</b>					
AQUATIC CENTER ENTRANCE FEES	38,786	35,000	38,343	<b>38,000</b>	
AQUATIC CENTER CONCESSIONS	10,303	10,000	9,864	<b>10,000</b>	
AQUATIC CTR PROGRAM FEES	16,952	19,000	14,459	<b>15,000</b>	
FACILITIES USE-AQUATIC CENTER	2,937	-	2,316	<b>2,000</b>	
AQUATIC CTR SPONSORSHIPS	46	-	-	-	
<b>TOTAL REVENUES</b>	<b>69,024</b>	<b>64,000</b>	<b>64,982</b>	<b>65,000</b>	<b>2%</b>
<b>EXPENDITURES</b>					
FULL-TIME EQUIVALENT	0.32	0.5		<b>0.5</b>	
TOTAL SALARIES	73,469	88,950	65,500	<b>68,606</b>	-23%
TOTAL FRINGE BENEFITS	10,001	16,650	7,210	<b>20,194</b>	21%
TOTAL PERSONNEL	83,470	105,600	72,710	<b>88,800</b>	-16%
CONTRACT AND SUPPORT SERVICES	775	200	200	<b>300</b>	
ALARM SERVICE	45	200	200	<b>200</b>	
LICENSES AND PERMITS	689	100	400	<b>400</b>	
TRAVEL	71	200	200	<b>200</b>	
MAINT - AQUATICS CENTER	6,131	12,000	12,000	<b>15,000</b>	
MAINT -- POOL	6,861	10,000	5,000	<b>10,000</b>	
UTILITIES - GAS	11,989	27,000	12,000	<b>20,000</b>	
UTILITIES - WATER	16,410	20,000	16,600	<b>20,000</b>	
UTILITIES - ELECTRIC	37,986	17,000	21,000	<b>17,000</b>	
UTILITIES - TELEPHONE	41	3,000	-	-	
TRAINING & SEMINARS	1,691	1,100	1,100	<b>1,100</b>	
PROGRAM SUPPLIES	240	1,000	1,000	<b>1,000</b>	
TRAINING SUPPLIES	216	1,000	1,000	<b>1,500</b>	
CLOTHING AND UNIFORMS	1,492	850	850	<b>1,000</b>	
JANITORIAL SUPPLIES	913	1,750	1,000	<b>1,750</b>	
POOL CHEMICALS	21,499	20,000	15,000	<b>20,000</b>	
OPERATING SUPPLIES	891	500	500	<b>500</b>	
OFFICE SUPPLIES	570	500	250	<b>500</b>	
SMALL TOOLS/EQUIP/FURNITURE	5,866	6,000	9,500	<b>8,000</b>	
RESALE SUPPLIES-AQUATIC CTR	8,282	5,000	5,000	<b>5,000</b>	
SAFETY SUPPLIES	663	1,500	1,600	<b>3,000</b>	
LIABILITY/PROPERTY INSURANCE	-	8,500			
TOTAL OPERATING	123,322	137,400	104,400	<b>126,450</b>	-8%
INDIRECT IN		34,500	34,500	<b>34,500</b>	
<b>TOTAL EXPENDITURES</b>	<b>206,791</b>	<b>277,500</b>	<b>211,610</b>	<b>249,750</b>	<b>-10%</b>
<b>NET COST TO GENERAL FUND</b>	<b>137,767</b>	<b>213,500</b>	<b>146,628</b>	<b>184,750</b>	<b>-13%</b>
% OF COST RECOVERED	33%	23%	31%	<b>26%</b>	

## Narrative

Personal costs and operating expenses are down due to continued cost savings measures initiated this budget year. Overall the department expenses are projected to be down 10%.

# HIGHWAY USER REVENUE (HURF) – ROADS

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SPECIAL REVENUE FUND – DEPARTMENT 02-78

## **Mission**

To identify and implement roadway and other related transportation system solutions for the safe and efficient movement of goods, services and people to support a high quality of life in Chino Valley.

## **Program Description**

The Roads Division takes a proactive stance to citizens needs by maintaining 140 miles of paved, chip sealed or dirt streets which include:

- Repairing potholes.
- Culvert drainage maintenance.
- Grading roads.
- Mowing/ trash pickup.
- Tree trimming along Town right of way.
- Repair and replacement of Town signage.
- Light construction of new streets.
- Chip seal program.

The Roads Division utilizes the IWorq software system to assist staff with maintenance schedules and work order tracking.

## **FY 14 Accomplishments**

- Implemented and completed the annual mowing and maintenance program on major Town roads, including Highway 89.
- Implement the chip seal program for badly damaged roads.
- Establish a crack-seal program to save the asphalt roads around town.
- Continue to improve weed control and mowing program.
- Drainage improvements throughout the town.
- Constructed Road 4 South.

## **FY 15 New Initiatives and Goals**

- Annual Chip seal Program.
- Continue with our crack seal program.
- Weed abatement on highway right a ways and medians.

**Performance Measures**

Task	Frequency	Desired Outcome
Implement chip seal program in house by surfacing approximately 4-5 miles of roadways.	Summer	Maintain better roadways for traveling public.
Establish crack seal program by sealing 2 miles of roadways.	Winter	Maintain better roadways for traveling public.
Weed Control and Mowing Program for all numbered streets (arterials and minor arterials) and Highway 89.	Each roadway ditch will be mowed monthly	Better visibility.
Drainage improvements throughout Town.	As Needed	To assist in the drainage system operation.

## Financial Information

ROAD MAINTENANCE 02-78					
Description	2012-13 Actual	2013-14 Adopted Budget	2013-14 Estimated	2014-15 Adopted Budget	% Change Adopted to Adopted
<b>REVENUES</b>					
RIGHT-OF-WAY PERMITS	1,250	1,000	943	1,000	
DRIVEWAY PERMITS/OTHER	11,548	1,850	8,291	1,350	
HIGHWAY USERS REVENUE	747,180	763,000	763,969	805,000	
<b>TOTAL REVENUES</b>	<b>759,978</b>	<b>765,850</b>	<b>773,203</b>	<b>807,350</b>	<b>5%</b>
<b>EXPENDITURES</b>					
FULL-TIME EQUIVALENT	9.08	11		11	
TOTAL SALARIES	309,613	485,150	472,313	516,389	6%
TOTAL FRINGE BENEFITS	130,335	182,800	186,334	208,961	14%
TOTAL PERSONNEL	439,948	667,950	658,647	725,350	9%
CONTRACT AND SUPPORT SERVICES	3,606	5,000	5,000	5,000	
PROFESSIONAL SERVICES	5,408	5,000	1,000	5,000	
RIGHT-OF-WAY ACQUISITIONS	-	10,000	10,000	10,000	
ADVERTISING		800		1,000	
COPIER AND PRINTER EXPENSE	1,965	3,500	4,000	4,000	
MAINT - MACHINERY & EQUIPMENT	33,964	30,000	30,000	30,000	
UTILITIES - WATER	9,158	20,000	10,000	10,000	
CELLULAR PHONES	-	1,050	1,000	1,000	
RENT - MACHINERY AND EQUIPMENT	2,961	8,000	8,000	8,000	
CLOTHING AND UNIFORMS	2,039	5,000	2,000	4,000	
GAS/OIL	29,833	30,000	30,000	30,000	
OFFICE SUPPLIES	722	750	750	1,000	
ROAD SIGNS	13,696	15,000	10,000	15,000	
SMALL TOOLS/EQUIP/FURNITURE	3,088	6,000	6,000	6,000	
SAFETY SUPPLIES			1,000	1,000	
STOCK PIPE INVENTORY	65	1,000	1,500	1,000	
ROAD MATERIALS	63,334	300,000	300,000	175,000	
PERKINSVILLE ROUND A BOUT ADOT				150,000	
CONTINGENCIES		9,500		42,000	
RESERVE FUND					
LEASE PURCHASE PAYMENTS				75,000	
TOTAL OPERATING	169,839	450,600	420,250	574,000	27%
INDIRECT IN				-	
INDIRECT OUT		(99,000)	(99,000)	(99,000)	
	-	(99,000)	(99,000)	(99,000)	
<b>TOTAL EXPENDITURES</b>	<b>609,786</b>	<b>1,019,550</b>	<b>979,897</b>	<b>1,200,350</b>	<b>18%</b>
<b>NET COST TO HURF FUND</b>	<b>(150,192)</b>	<b>253,700</b>	<b>206,694</b>	<b>393,000</b>	<b>55%</b>
% OF COST RECOVERED	125%	75%	79%	67%	

## Narrative

Total Personnel is up 9% due to and implementing the third phase of the compensation and classification plan and position reclassifications within the department. The Town is participating in the construction of the Perkinville Round a Bout being constructed by ADOT this budget year. The department is projecting expenses to increase 18% this budget year.

## ENTERPRISE FUNDS

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The Town of Chino Valley operates two Enterprise Funds:

**The Water Enterprise Fund** – the Water Fund has 606 connections. The Town is responsible for maintaining the water supply and distribution system for its water customers. The Town operated 1 well and has 19.5 miles of water mains. The Town is not the only provider of water in the community. Currently 7 other water companies provide services to the citizens of Chino Valley.

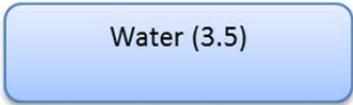
The Town of Chino Valley maintains approximately 8-9 miles of water pipes and has the capacity to store over one million gallons of water for fire protection. The predominate area for water service (demand) is the Road 2 North corridor along with the Bright Star and Highlands Ranch subdivisions.

**The Wastewater Enterprise Fund** – The Wastewater Fund has 1,711 connections. Operation of the Town's one half million gallon per day wastewater treatment plant is provided by Fann Construction through and operation and maintenance agreement that expires August 2014. The Town pays \$ 21.00 per month for each sewer connection to Fann Construction to operate the plant.

The Town of Chino Valley maintains approximately 20 miles of wastewater collection lines and has the capacity to treat over 500,000 gallons of wastewater per day for recharge. The predominate area for sewer service is the Road 2 North corridor along with the Chino Meadows, Bright Star, and Highlands Ranch subdivisions.

The Town Council commissioned Economists.com to conduct a Water and Wastewater Rate Study. The recommended 5 year rate plan was adopted by Council on February 12, 2013, and went into effect on April 1, 2013. The rate increase also affected the Water and Wastewater buy-in fee amounts. The Water and Sewer Rates are available on the Town's website at [www.chinoaz.net](http://www.chinoaz.net).

# WATER ENTERPRISE



## Mission

The Water Department and its employees are committed to delivering the highest quality water that meets or exceeds all federal and state requirements to every customer at fair and reasonable rates. We remain vigilant in meeting the challenges of protecting our sole water source that is the heart of our community, our way of life and our children’s future.

## Program Description

The Water Department is responsible for the day to day operations of public water in Chino Valley which includes customer service, general administration, operations and general maintenance, project planning and implementation, and policy development, while ensuring the Town of Chino Valley is in compliance with State and Federal regulations.

## FY 14 Accomplishments

- Replaced water well pump and motor for the Town complex water system.
- Reduce amount of delinquent fees owed to the Town of Chino Valley from Utility Customers.
- Developed and implemented valve exercising program.
- Assessed and addressed fire hydrant accessibility issues.

## FY 15 New Initiatives and Goals

- Negotiate purchase of City of Prescott water distribution system within Chino Valley.
- Reduce amount of delinquent fees owed to the Town of Chino Valley from Utility Customers.
- Develop and implement backflow prevention program.

## Performance Measures

Task	Frequency	Desired Outcome
Maintain the Bright Star Booster Station and Water Production Facility.	Daily	Assure water and fire protection service.
Service and maintain approximately 125 fire hydrants.	Annually	Assure water and fire protection service.
Prepare Annual Report of Testing Results and Water Quality.	Annually	Document the safe operation of the water system.

## Financial Information

Department 04-82 accounts for the Water Department's operating expenses.

WATER UTILITY OPERATION 04 - 82					
Description	2012-13 Actual	2013-14 Adopted Budget	2013-14 Estimated	2014-15 Adopted Budget	% Change Adopted to Adopted
FULL-TIME EQUIVALENT	3.35	3.5		3.5	
TOTAL SALARIES	183,013	147,150	134,876	141,893	-4%
TOTAL FRINGE BENEFITS	74,871	59,050	51,616	58,507	-1%
TOTAL PERSONNEL	257,884	206,200	186,492	200,400	-3%
CONTRACT AND SUPPORT SERVICES	5,775	5,500	3,200	6,500	
PROFESSIONAL SERVICES	80,718	55,000	75,000	40,000	
POLLACK ECONOMIC ANALYSIS				15,000	
COMPLIANCE MONITORING/TESTING	5,447	7,700	4,200	7,000	
ADWR ANNUAL WATER USER FEE	350	600	350	600	
BAD DEBT EXPENSE	(200)	1,000		1,000	
SUBSCRIPTIONS & MEMBERSHIPS	1,383	3,600	2,000	3,000	
POSTAGE	6,116	6,000	6,000	7,200	
MAINT - REPAIR - VEHICLES	1,247	1,000	17,000	5,000	
SYSTEM MAINTENANCE AND REPAIR	25,417	50,000	46,000	75,000	
UTILITIES - ELECTRIC	68,797	65,000	65,000	71,500	
CELLULAR PHONES	4,348	3,000	3,000	3,500	
RENT - MACHINERY AND EQUIPMENT	1,318	2,500	2,000	2,500	
TRAINING & SEMINARS	1,318	2,000	2,400	3,000	
CLOTHING AND UNIFORMS	437	1,200	1,000	1,600	
GAS/OIL - UTILITIES VEHICLES	9,789	7,000	7,500	7,500	
OPERATING SUPPLIES	729	1,000	2,200	2,500	
OFFICE SUPPLIES	1,708	600	600	700	
ADEQ AQUIFER RECHARGE FEE		7,500	6,000	7,500	
NAMUA	2,385	2,500	1,700	2,000	
YAVAPAI COUNTY WAC	11,585	12,000	12,000	12,000	
SMALL TOOLS/EQUIP/FURNITURE	7,842	6,000	5,500	8,000	
DEPRECIATION	177,656				
WATER/SEWER RATE STUDY	12,875				
LEASE PURCHASE - CWMHP LOT	4,277	4,300	4,300	4,300	
CAMERON PROPERTY OBLICATIONS	2,160				
WATER METERS	8,575			10,000	
BACK FLOW MONIORING SOFTWARE				7,000	
COUNTRY WEST WELL REHABILITATION	4,737				
WATER OPERATING COSTS	709				
LEASE PURCHASE PAYMENTS				19,000	
TOTAL OPERATING	447,497	245,000	266,950	322,900	32%
INDIRECT IN		114,500	114,500	114,500	
INDIRECT OUT		(26,000)	(26,000)	(26,000)	
	-	88,500	88,500	88,500	
TOTAL EXPENDITURES	705,381	539,700	541,942	611,800	13%

**Narrative**

Personnel is down 3% due to the new indirect cost allocation between departments. Total operating expenses are up 32% due to increased system maintenance costs and lease purchase payments on new equipment. The total expenditures are projected to be up 13%.

Department 04-95 accounts for the Water Department’s debt service payments and reserve requirements.

<b>WATER ENTERPRISE FUND 04-95</b>					
Description	2012-13 Actual	2013-14 Adopted Budget	2013-14 Estimated	<b>2014-15 Adopted Budget</b>	% Change Adopted to Adopted
2010 BONDS -- PRINCIPAL		45,000	45,000	<b>45,000</b>	
2010 BONDS -- INTEREST	28,020	26,895	26,895	<b>25,883</b>	
CONTINGENCIES		23,000		<b>31,000</b>	
RESERVE		57,405		-	
<b>TOTAL EXPENDITURES</b>	<b>28,020</b>	<b>152,300</b>	<b>71,895</b>	<b>101,883</b>	<b>-33%</b>

Contingencies are budgeted per policy.

# WASTEWATER ENTERPRISE

ENTERPRISE FUND – DEPARTMENT 06

## Wastewater (3.5)

### Mission

The Town of Chino Valley Wastewater Collection and Treatment facility is dedicated in its approach in collecting and treating wastewater within the Town of Chino Valley in a manner that meets or exceeds federal and state regulations while placing the highest priority on courteously serving the public and protecting the environment.

### Program Description

The Wastewater Department conducts utility location services, system flushing, and inspections and maintenance for the wastewater collection system.

### FY 14 Accomplishments

- Rehabilitated wastewater collection pipeline cleaning truck.
- Implemented sewer connection program and installed seven sewer service connections.

### FY 15 New Initiatives and Goals

- Negotiate buy-out of Fann Contracting contract for the construction and operations of the wastewater treatment facility.
- Reduce amount of delinquent fees owed to the Town of Chino Valley from Utility Customers.
- Continue installing sewer service connections within wastewater collection system.

### Performance Measures

Task	Frequency	Desired Outcome
Develop strategy to assume operation and maintenance of WWTP.	Annually	Assure a smooth transition from the current operator to the Town of Chino Valley.
Service and maintain the sewer system by Vactor, jetting, and general maintenance.	Annually	Assure the proper operation of the wastewater collection system.
Prepare Annual Report for ADWR on Groundwater Recharge.	Annually	Document the annual recharge.
Track number of gallons recharged per year and resulting water credits.	Annually	Annual Report.

## Financial Information

Department 06-83 Accounts for the Sewer Department's operating expenses.

SEWER 06-83					
Description	2012-13 Actual	2013-14 Adopted Budget	2013-14 Estimated	2014-15 Adopted Budget	% Change Adopted to Adopted
FULL-TIME EQUIVALENT	4.1	3.5		3.5	
TOTAL SALARIES	175,368	147,150	134,874	141,664	-4%
TOTAL FRINGE BENEFITS	71,664	59,100	51,642	58,436	-1%
TOTAL PERSONNEL	247,032	206,250	186,516	200,100	-3%
CONTRACT AND SUPPORT SERVICES	1,073	1,200	250	2,000	
PROFESSIONAL SERVICES	30,946	25,000	10,000	25,000	
POLLACK ECONOMIC ANALYSIS				15,000	
ADEQ ANNUAL REGISTRATION FEE	6,000	6,500	6,000	6,500	
BAD DEBT EXPENSE	173	5,000	5,000	5,000	
POSTAGE	6,110	7,600	7,600	8,000	
OPERATIONS/MAINT-CM@RISK	447,114	445,000	452,000	456,000	
MAINT/REPAIR-EQUIP & VEHICLES	-		12,500		
MAINT - MISCELLANEOUS	2,546	30,000	30,000	75,000	
UTILITIES - ELECTRIC	89,992	90,000	90,000	92,000	
OFFICE SUPPLIES	2,040	1,500	600	1,500	
SMALL TOOLS AND EQUIPMENT	3,558	5,000	5,000	8,000	
DEPRECIATION EXPENSE	1,047,268				
WATER/SEWER RATE STUDY	12,875	-			
LEASE PURCHASE PAYMENTS				19,000	
TOTAL OPERATING	1,649,695	616,800	618,950	713,000	16%
INDIRECT IN	708	95,500	95,500	95,500	
INDIRECT OUT		(26,500)	(26,500)	(26,500)	
	708	69,000	69,000	69,000	
TOTAL EXPENDITURES	1,897,435	892,050	874,466	982,100	10%

## Narrative

Personnel is down due to the new indirect cost allocation between departments. Operating expenses are up due to a planned economic analysis of Highway 89 sewer system expansion and increased maintenance costs. In total the departments expenses are projected to increase 10%.

Department 06-95 accounts for the Sewer Department's debt service, and contingency requirements.

<b>SEWER 06-95</b>					
Description	2012-13 Actual	2013-14 Adopted Budget	2013-14 Estimated	<b>2014-15 Adopted Budget</b>	% Change Adopted to Adopted
WIFA 2007 PRINCIPAL		75,796	75,796	<b>77,886</b>	
WIFA 2007 INTEREST	152,460	32,161	32,161	<b>30,070</b>	
WIFA 2008 PRINCIPAL		235,511	235,511	<b>242,138</b>	
WIFA 2008 INTEREST		111,819	111,819	<b>105,192</b>	
USDA 2007 PRINCIPAL		37,140	37,140	<b>38,702</b>	
USDA 2007 INTEREST	171,378	59,136	59,136	<b>57,574</b>	
USDA 2008 PRINCIPAL		33,470	33,470	<b>34,877</b>	
USDA 2008 INTEREST		57,382	57,382	<b>55,975</b>	
USDA 2008 (2) PRINCIPAL		29,577	29,577	<b>30,820</b>	
USDA 2008 (2) INTEREST		50,823	50,823	<b>49,580</b>	
CONTINGENCIES		68,500		<b>49,000</b>	
<b>TOTAL EXPENDITURES</b>	<b>323,838</b>	<b>791,315</b>	<b>722,815</b>	<b>771,814</b>	<b>-2%</b>

Contingencies are budgeted per policy.

## NON MAJOR FUNDS

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In addition to the Major Operating funds, the Town of Chino Valley oversees the following Non Major Funds:

- Community Development Block Grant (CDBG).
- Grants Fund.
- Special Revenue Fund – Court.
- Capital Asset Replacement.
- Impact Fee Funds.
- Special Revenue Fund – Police.
- CVSLID Lighting Improvement Districts.

# COMMUNITY DEVELOPMENT BLOCK GRANT

## SPECIAL REVENUE FUND 03

The Town of Chino Valley receives funding from the U.S. Department of Housing and Urban Development for the Small Cities Community Development Block Grant Program (CDBG). The Arizona Department of Housing (ADOH) is the state agency in Arizona responsible for administering the program.

Community Development Block Grant funds don't require a match from the Town; however, the Town has historically contributed additional funding when needed to complete a project.

The Town receives a funding allocation every four years.

The Town anticipates receiving funding of \$264,000 in fiscal year 2014/2015.

This project will provide an asphalt surface to Cottonwood Drive and other dirt roads within the Chino Meadow's Unit 5 area. The project will begin at Center Street and provide asphalt paving from Center Street moving north until the funds are exhausted. Current estimates are the paving of the following streets:

- Cottonwood Drive between Center Street and Grasshopper Lane
- Center Street between Cottonwood Drive and Railroad Avenue
- Railroad Avenue
- Lazy Loop Drive
- Lobo Lane
- Sunset Drive
- The Northern Cottonwood Drive south of Sunset Drive

### Financial Information

CDBG 03					
Description	2012-13 Actual	2013-14 Adopted Budget	2013-14 Estimated	2014-15 Adopted Budget	% Change Adopted to Adopted
ADMINISTRATIVE COSTS	-	-			
CONSTRUCTION COSTS	315,162	-	-	264,000	
<b>TOTAL EXPENDITURES</b>	<b>315,162</b>	<b>-</b>	<b>-</b>	<b>264,000</b>	<b>0%</b>

# GRANTS FUND

## SPECIAL REVENUE FUND 07

The Grants Fund accounts for the miscellaneous grants received throughout the fiscal year. The type and amount of grants received each fiscal year is not always known, therefore the Town estimates the amounts to be received by each department. Matching funds are accounted for within each department.

The table below summarizes the estimated grant receipts and expenditures for Fiscal Year Ending June 30, 2015.

GRANTS 07					
Description	2012-13 Actual	2013-14 Adopted Budget	2013-14 Estimated	2014-15 Adopted Budget	% Change Adopted to Adopted
COURT GRANTS	1,020	25,000	25,000	<b>25,000</b>	
PLANNING GRANTS	-	25,000	25,000	<b>25,000</b>	
POLICE DEPARTMENT GRANTS	175,820	100,000	100,000	<b>100,000</b>	
RECREATION GRANTS	685	25,000	25,000	<b>25,000</b>	
LIBRARY GRANTS	-	50,000	50,000	<b>50,000</b>	
TRANSIT GRANTS	38,850	50,000	50,000	<b>50,000</b>	
SENIOR CENTER GRANTS	470	25,000	25,000	<b>25,000</b>	
PARKS GRANTS	-	25,000	25,000	<b>25,000</b>	
PUBLIC WORKS GRANTS	244,890	375,000	375,000	<b>175,000</b>	
CCVSD ADJACENT WAYS GRANT				<b>150,000</b>	
ECONOMIC DEVELOPMENT ADMIN EDAP				<b>2,000,000</b>	
RURAL DEVELOPMENT REDG				<b>250,000</b>	
ADOH				<b>370,000</b>	
PRIVATE MATCH				<b>200,000</b>	
TOTAL PUBLIC WORKS				<b>3,145,000</b>	
TOTAL GRANTS	461,735	700,000	700,000	<b>3,470,000</b>	496%

The Town has received and/or applied for several specific grants summarized below:

### **CCVSD ADJACENT WAYS GRANT - Design and Construction of Heritage/Del Rio Street Improvements**

This project will complete the design begin phase 1 construction a new method of separating bus and parent drop off for both Heritage Middle School and Del Rio Elementary School. The design is just beginning; based on the agreed upon project and the availability of Adjacent Ways Funding from the Chino Valley School District the complete project is yet to be determined. The intent of the project is to improve traffic circulation along Road 1 West and Road 2 North by creating separate and distinct traffic routes for both parents dropping off their children and the school bus drop off. \$150,000 from Grants from the Chino Valley School Adjacent Ways Program.

#### Public Works and Development Services Grants

**Economic Development Administration Public Works Grant (EDAP):** The purpose of the EDAP grant program is to assist low to moderate income communities expand infrastructure that will create or retain jobs and spur economic development, among other things. This program's match requirement is based on two factors: unemployment relative to national average, and per capita income relative to the national average. Chino Valley meets the minimum requirements for 50% match; as the reach of the development of the Old Home Manor industrial park is regional rather than local, staff is working with EDA to decrease the match to 40% of total project funding. A portion of that match can be "in-kind", but cannot include the actual construction of the project, which must be competitively bid. While EDA will also accept interest in land for match purposes, EDA staff has discouraged the Town from that path as it can be inordinately challenging. EDA dollars can be used for myriad purposes, including pre-construction engineering cost, actual construction costs, and administration, among others. This grant also requires a project cost at or near one million dollars (\$1,000,000), which will require a \$500,000 minimum match.

**The Rural Economic Development Grant (REDG)** is a competitive grant program open to rural municipalities and other rural political subdivisions that have registered as Certified Sites with the Arizona Commerce Authority. While use of the funds is limited to construction only, they can comprise a portion of (or all of) the required match for EDA. The REDG requires a match equivalent to 10% of the non-qualifying costs (e.g., engineering and design), and the project must increase the marketability and usefulness of the Certified Site. Due to the increase in size of the EDAP project, the match requirement for this program will likely increase.

The United States Department of Agriculture's (USDA) Rural Development arm administers grant and loan programs for rural communities with populations at or below 20,000. These programs vary as to match requirements as they are dependent upon population and income.

#### Development Services

**Arizona Department of Housing (ADOH)** Each year, the federal government allocates HOME funds to state housing authorities for distribution to non-entitlement communities for housing and economic

development purposes. The Arizona Department of Housing (ADOH) distributes a portion of these funds on a competitive basis through the Owner Occupied Housing Rehabilitation program, among other programs. While a match is encouraged, it is not required. For FY 14/15, the maximum award is \$250,000 with an additional 10% for administration of the program, for a total award of \$275,000. This application is due in mid-June; award is expected within 90 days of application.

The Table below summarizes the grant activity for fiscal year 2014 through April 30, 2014.

<b>Town of Chino Valley</b>						
<b>Grant Fund Summary</b>						
<b>Fiscal Year Ended June 30, 2014</b>						
	<b>GL Code Revenue</b>	<b>GL Code Expense</b>	<b>Balance June 30, 2013</b>	<b>Revenue</b>	<b>Expense</b>	<b>Balance June 30, 2014</b>
<b>POLICE GRANTS</b>						
Homeland Security Grant	07-30-6001	07-60-5212	20,428.30		20,428.30	-
Anti-Racketeering Funds	07-30-6001	07-60-5212	26,942.00		26,942.00	-
GHOS - Alcohol - AL023	07-30-6012	07-60-5442		6,494.76	-	6,494.76
DPS GITM	07-30-6021	07-60-5591		43,083.63		43,083.63
COP - Police Volunteer Donatioin	07-30-6024	07-60-5459	-	463.03		463.03
Officer Safety Equipment (Z0S3)	00-03-8928			332.25		-
						-
<b>SHOOTING RANGE</b>						
Az Game & Fish Dept Grant	07-30-6014	07-60-5444	2,581.81	15,000.00	15,514.08	2,067.73
Shooting Range Public	07-30-6017	07-60-5447	44,645.77		672.95	43,972.82
Shooting Range Law Enforcement	07-30-6018	07-60-5448	2,865.76	157,370.30	121,991.23	38,244.83
						-
<b>ANIMAL CONTROL</b>						
K9 Donations	07-30-6019	07-60-5450	492.00	14,450.35	12,312.82	2,629.53
Animal Control Donations	07-30-6022	07-61-5517		3,725.59	707.33	3,018.26
Intact Dog	07-30-6023	07-60-5455		1,371.00	1,092.00	279.00
						-
<b>SENIOR CENTER</b>						
Senior Center LTAF Grant	07-30-6602	07-67-5413	954.84			954.84
Senior Center Donations	01-71-8313			355.00		355.00
						-
<b>LIBRARY</b>						
Library Contributions	07-30-6403	07-64-5403	458.86	100.00		558.86
						-
<b>COURT</b>						
MISC GRANT COURT	07-30-8001	07-45-5413	-	1,070.00	1,070.00	-
						-
<b>PUBLIC WORKS</b>						
ADOT Horse Statutes	07-30-7202	07-70-5413		5,110.87	5,110.87	-
Parks & Rec Heritage Grant			5,744.45			5,744.45
						-
<b>TRANSIT</b>						
ADOT TRANSPORTATION GRANT	07-30-6606	07-66-various	6,094.68	16,545.15	17,820.43	4,819.40
LTAF II	07-30-6601	07-66-various	21,612.83		16,637.84	4,974.99
Transit Advertising	07-30-6607	07-66-5230	1,875.00	1,275.00	3,150.00	-
Transit Donation	07-30-6608	07-66-5555	1,350.00	1,000.00	2,350.00	-
						-
<b>FIREFIGHTER FUND RAISER</b>						
	07-30-6403	07-63-5220		1,473.00	1,473.00	-
						-
Carry Forward Interest Earnings			57.36			57.36
Interest Earnings LGIP			399.46	47.11		446.57
<b>Total Grant Fund</b>			<b>136,503.12</b>	<b>269,267.04</b>	<b>247,272.85</b>	<b>158,165.06</b>

## SPECIAL REVENUE FUND – COURT

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### SPECIAL REVENUE FUND 09

The Court Special Revenue Fund is a restricted fund per Town Code.

The Town Code established the Special Revenue Fund, which determines how the funds are to be expended.

The Municipal Court Improvement Account shall be used exclusively to enhance the technological, operational, and security capabilities of the Municipal Court. The Municipal Court Improvement Account shall be established as an interest bearing account in accordance with town policies and procedures. The Municipal Court shall collect the court improvement fees as defined in this section and deposit them in the court improvement account on a monthly basis.

The Municipal Court Collection Account shall be used exclusively to enhance the technological, operational, and security capabilities of the Municipal Court collection program. The Court Collection Account shall be established as an interest bearing account in accordance with town policies and procedures. The Municipal Court shall collect probation client, Municipal Court time payment, warrant, suspension, and house arrest fees as defined in this section and deposit them in the court collection account on a monthly basis.

SPECIAL REVENUE COURT 09					
Description	2012-13 Actual	2013-14 Adopted Budget	2013-14 Estimated	2014-15 Adopted Budget	% Change Adopted to Adopted
<b>REVENUES</b>					
COURT IMPROVEMENT FEES	12,453	12,000	7,140	12,000	
COURT COLLECTION FEES	2,377	3,500	933	3,500	
INTEREST INCOME-LGIP	71	100	31	100	
<b>TOTAL REVENUES</b>	<b>14,901</b>	<b>15,600</b>	<b>8,104</b>	<b>15,600</b>	<b>0%</b>
<b>EXPENDITURES</b>					
MERCHANT BANK CARD FEES	-	1,500			
COURT COLLECTION EXPENSES	1,190	5,000	10	5,000	
COURT IMPROVEMENTS	8,771	8,600	7,500	30,000	
RESERVE		500			
<b>TOTAL EXPENDITURES</b>	<b>9,961</b>	<b>15,600</b>	<b>7,510</b>	<b>35,000</b>	<b>124%</b>
<b>NET INC/DEC IN FUND BALANCE</b>	<b>4,940</b>	<b>-</b>	<b>594</b>	<b>(19,400)</b>	
<b>FUND BALANCE SUMMARY</b>					
<b>COURT IMPROVEMENT FUND</b>					
FUND BALANCE BEGINNING OF YEAR	30,685		34,438	34,078	
NET CHANGE DURING YEAR	3,753		(360)	(17,900)	
<b>FUND BALANCE END OF YEAR</b>	<b>34,438</b>		<b>34,078</b>	<b>16,178</b>	
<b>COURT COLLECTION FUND</b>					
FUND BALANCE BEGINNING OF YEAR	36,587		37,774	38,728	
NET CHANGE DURING YEAR	1,187		954	(1,500)	
<b>FUND BALANCE END OF YEAR</b>	<b>37,774</b>		<b>38,728</b>	<b>37,228</b>	
<b>TOTAL FUND BALANCE</b>					
FUND BALANCE BEGINNING OF YEAR	67,273		72,213	72,807	
NET CHANGE DURING YEAR	4,940		594	(19,400)	
<b>FUND BALANCE END OF YEAR</b>	<b>72,213</b>		<b>72,807</b>	<b>53,407</b>	

# CAPITAL ASSET REPLACEMENT

## CAPITAL PROJECTS FUND 10

In accordance with Town Policy, special one-time revenue sources (e.g., sales tax audit revenue, insurance dividends) will be used to purchase non-recurring items like capital goods. One-time revenues will not be used to support items that will have a long-term operational impact on future Town expenditures. The Town has established the Capital Asset Replacement Fund to account for these one-time revenues and expenditures.

CAPITAL ASSET REPLACEMENT FUND 10					
Description	2012-13 Actual	2013-14 Adopted Budget	2013-14 Estimated	2014-15 Adopted Budget	% Change Adopted to Adopted
<b>REVENUES</b>					
INTEREST INCOME-LGIP	494	500	201	500	
CARRYOVER		29,500		-	
<b>TOTAL REVENUES</b>	<b>494</b>	<b>30,000</b>	<b>201</b>	<b>500</b>	<b>-98%</b>
<b>EXPENDITURES</b>					
SALES TAX AUDIT EXPENDITURES	850	10,000	10,000	10,000	
CAPITAL ASSET REPLACEMENTS		20,000	-	-	
TFRS TO DEBT SERVICE FUND	576	-			
<b>TOTAL EXPENDITURES</b>	<b>1,426</b>	<b>30,000</b>	<b>10,000</b>	<b>10,000</b>	<b>-67%</b>
<b>NET INC/DEC IN FUND BALANCE</b>	<b>(932)</b>	<b>-</b>	<b>(9,799)</b>	<b>(9,500)</b>	
<b>ENDING FUND BALANCE</b>	<b>140,467</b>		<b>130,668</b>	<b>121,168</b>	

## IMPACT FEE FUNDS

### CAPITAL PROJECTS FUND 11 , 12, 13, 15

Arizona law allows cities and towns to assess development fees to offset costs associated with providing necessary public services to a development, including costs of infrastructure, improvements, real property, engineering and architectural services, financing and professional services. The Town of Chino Valley collects impact fees for the Police Department, Library, Parks and Recreation, and Roads. These funds can only be used for growth related projects related to each category and must be accounted for separately.

Senate Bill 1525 has made significant changes in the way cities and towns can impose Impact Fees on future development. The Town of Chino Valley will be undertaking a development fee study during the fiscal year. After August 2014 the Town will no longer be able to access impact fees until the study is completed and adopted by Council. No additional impact fee revenues were included in Fiscal Year 2014/15 budget.

## TOTAL IMPACT FEES

The table below summarizes the estimated and budgeted impact fee expenditures for each impact fee category.

IMPACT FEES					
Description	2012-13 Actual	2013-14 Adopted Budget	2013-14 Estimated	2014-15 Adopted Budget	% Change Adopted to Adopted
POLICE IMPACT PROJECTS	1,218	50,000	13,000	79,014	
LIBRARY IMPACT FEES PROJECT	23,014	7,000	126,963	-	
PARKS/REC IMPACT FEES PROJECT	96,575	29,000	10,000	24,564	
ROAD IMPACT FEES PROJECTS	669,304	1,000,000	744,000	886,000	
<b>TOTAL EXPENDITURES</b>	<b>790,111</b>	<b>1,086,000</b>	<b>893,963</b>	<b>989,578</b>	<b>-9%</b>

The table below summarizes the total Impact Fees Beginning and Ending Fund Balance projected through fiscal year 2015.

IMPACT FEES					
Description	2012-13 Actual	2013-14 Adopted Budget	2013-14 Estimated	2014-15 Adopted Budget	% Change Adopted to Adopted
<b>TOTAL ALL IMPACT FEES</b>					
Beginning Fund Balance	2,895,907	2,138,188	2,138,188	1,425,955	
Projected Revenues	32,392		181,730	1,111	
Projected Expenditures	790,111		893,963	989,578	
Ending Fund Balance	<b>2,138,188</b>	<b>2,138,188</b>	<b>1,425,955</b>	<b>437,488</b>	<b>-80%</b>

## POLICE IMPACT FEES

Police Impact Fees are budgeted to be used to assist with Improvements to remodel the Public Works Building during the fiscal year 2015.

IMPACT FEES						
Description	2012-13 Actual	2013-14 Adopted Budget	2013-14 Estimated	2014-15 Adopted Budget	% Change Adopted to Adopted	2015-16 Projected
<b>POLICE IMPACT FEES (11)</b>						
Beginning Fund Balance	76,636	78,889	78,889	78,903		0
Projected Revenues	3,471	100	13,014	111		-
Projected Expenditures	1,218	-	13,000	79,014		
Ending Fund Balance	78,889	78,989	78,903	0		0

## LIBRARY IMPACT FEES

Library Impact Fees were used to complete the Library Expansion Project being completed in fiscal year 2014.

IMPACT FEES						
Description	2012-13 Actual	2013-14 Adopted Budget	2013-14 Estimated	2014-15 Adopted Budget	% Change Adopted to Adopted	2015-16 Projected
<b>LIBRARY IMPACT FEES (12)</b>						
Beginning Fund Balance	106,295	83,963	83,963	0		0
Projected Revenues	682	635	43,000	-		-
Projected Expenditures	23,014		126,963			
Ending Fund Balance	83,963	84,598	0	0		0

## PARKS/RECREATION IMPACT FEES

Parks and Recreation Impact Fees are budgeted to be used for the design of the proposed Skate Park Project in fiscal year 2015.

IMPACT FEES						
Description	2012-13 Actual	2013-14 Adopted Budget	2013-14 Estimated	2014-15 Adopted Budget	% Change Adopted to Adopted	2015-16 Projected
<b>PARKS/REC IMPACT FEES (13)</b>						
Beginning Fund Balance	118,000	23,394	23,394	24,564		(0)
Projected Revenues	1,969		11,170	-		-
Projected Expenditures	96,575		10,000	24,564		
Ending Fund Balance	23,394	23,394	24,564	(0)		(0)

## ROADS IMPACT FEES

Fiscal year 2014 and 2015 fees will be transferred to the Capital Improvement Fund to complete the projects budgeted in the Capital Improvement Fund.

IMPACT FEES						
Description	2012-13 Actual	2013-14 Adopted Budget	2013-14 Estimated	2014-15 Adopted Budget	% Change Adopted to Adopted	2015-16 Projected
<b>ROAD IMPACT FEES (15)</b>						
Beginning Fund Balance	2,594,975	1,951,941	1,951,941	1,322,487		437,487
Projected Revenues	26,270		114,546	1,000		-
Projected Expenditures	669,304		744,000	886,000		287,487
Ending Fund Balance	1,951,941	1,951,941	1,322,487	437,487		150,000

## SPECIAL REVENUE FUND - POLICE DEPARTMENT

### SPECIAL REVENUE FUND 16

Per ARS 28-3513 the Police Department may charge an administrative charge not to exceed \$150.00 for an administrative or post storage hearing for vehicles impounded under ARS 28-3511. Administrative charges must be deposited in a special fund for the purpose implementation of this program and ARS 28-872. This charge is in addition to any other immobilization, impoundment or storage charges.

The Town receives these funds when vehicles are released after an administrative hearing. The Town transfers the amounts collected for storage fees to the General Fund each year.

SPECIAL REVENUE POLICE DEPARTMENT 16					
Description	2012-13 Actual	2013-14 Adopted Budget	2013-14 Estimated	2014-15 Adopted Budget	% Change Adopted to Adopted
<b>REVENUES</b>					
VEHICLE IMPOUND HEARING FEE	600	-	15,000	15,000	
VEHICLE IMPOUND TOWING FEE	830	-	10,000	10,000	
VEHICLE IMPOUND FEE REVENUE	27,300	25,000	9,300	15,000	
INTEREST INCOME-LGIP	3	-	-	-	
CARRYOVER		5,000		-	
<b>TOTAL REVENUES</b>	<b>28,733</b>	<b>30,000</b>	<b>34,300</b>	<b>40,000</b>	<b>33%</b>
<b>EXPENDITURES</b>					
TRANSFERS TO GENERAL FUND	20,002	10,000	-	10,000	
TOWING EXPENSES	400	10,000	20,000	20,000	
TRAFFIC RELATED EQUIPMENT	14,998	10,000	10,000	10,000	
<b>TOTAL EXPENDITURES</b>	<b>35,400</b>	<b>30,000</b>	<b>30,000</b>	<b>40,000</b>	<b>33%</b>
<b>NET INC/DEC IN FUND BALANCE</b>	<b>(6,667)</b>	<b>-</b>	<b>4,300</b>	<b>-</b>	

## CVSLID – STREET LIGHTING IMPROVEMENT DISTRICTS

### SPECIAL REVENUE FUND 40

The Town of Chino Valley administers three lighting districts. The property owners within each district pay for the projected amount of electricity used through their property taxes each year. The funds are disbursed by the Yavapai County Treasurer, which the Town uses to pay the utility bills as received.

CVSLID 40					
Description	2012-13 Actual	2013-14 Adopted Budget	2013-14 Estimated	2014-15 Adopted Budget	% Change Adopted to Adopted
CVSLID #1 UTILITIES - ELECTRIC	1,882	1,923	1,923	2,000	
CVSLID #2 UTILITIES - ELECTRIC	966	986	986	1,000	
CVSLID #3A UTILITIES - ELECTRIC	878	897	897	1,000	
RESERVE					
<b>TOTAL EXPENDITURES</b>	<b>3,726</b>	<b>3,806</b>	<b>3,806</b>	<b>4,000</b>	<b>5%</b>

The table below summarizes the annual assessment calculation for the Street Lighting Improvement District.

TOWN OF CHINO VALLEY, ARIZONA Street Lighting Improvement Districts							
Schedule of Estimated Assessments							
Fiscal Year - 2014-2015							
Co. Dist. No.	Town ID No.	Town ID Name	A 2013/2014 Estimated Actual Expenses	B 2013/2014 Levy Request	C 2013/2014 Difference on Expenses vs. Levy	D 2014/2015 Projected Expenses	E 2014/2015 Levy Request
13004	CVSLI D1	Chino Valley, Arizona, CVSLID #1 Lighting Improvement District	\$ 1,923	\$ 1,804	\$ (119)	\$ 2,017	\$ 2,017
13005	CVSLI D2	Chino Valley, Arizona, CVSLID #2 Lighting Improvement District	\$ 986	\$ 931	\$ (55)	\$ 1,041	\$ 1,041
13006	CVSLI D3A	Chino Valley, Arizona, CVSLID #3A Lighting Improvement District	\$ 897	\$ 843	\$ (54)	\$ 942	\$ 942

# CAPITAL IMPROVEMENT FUND

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## CAPITAL PROJECTS FUND 05

### **FY 2015 CAPITAL IMPROVEMENT PROGRAM**

The Capital Improvement Program (CIP) for FY 2015 represents a 14.5 million dollar investment of public funds in infrastructure and public facilities. This year's capital improvement program is funded except for the projects being taken to the voters in November 2014. These projects include the acquisition of the Prescott Water System within the Town incorporated limits, the buyout of the waste water treatment plant agreements, and water and sewer projects along Highway 89.

The Five-Year Capital Improvement Plan (multi-year, long-range study of construction and/or acquisition of high cost items with an extended useful life) is prepared as part of the Annual Budget.

### **FINANCING THE CAPITAL PLAN**

The major sources of financing capital improvements in the upcoming fiscal year are:

- Operating Funds
- Debt Financing
- Grants

The Town currently is financing its CIP out of operating funds. However, because of large funding requirements, debt financing still continues to be the major source of financing for capital improvements. A brief description of the major types of financing available and limitations as to use is presented below.

### **GENERAL OBLIGATION (G.O.) BONDS**

Bonds issued as general obligations of the Town are secured by the full faith and credit of the Town through its power to tax. In order for bonds to be issued, voter authorization must be obtained. Debt service (payment of principal and interest) is to be paid from the proceeds of ad valorem taxes, i.e., property taxes. The Arizona Constitution and State Statutes limit the indebtedness that a jurisdiction may incur by the type of project constructed. The Town can issue G.O. bonds up to 20% of the secondary assessed valuation for projects involving water, sewer, artificial lighting, parks, open space, recreational facilities, public safety, law enforcement, fire and emergency services, and street and transportation facilities. For all other general-purpose improvements, the Town may issue up to 6% of its secondary assessed valuation.

### **HIGHWAY USER REVENUE (HURF) BOND**

The State distributes a share of the motor vehicle fuel tax to cities and towns based partially on population (50% of allocation) and partially on jurisdiction of origin. This special revenue source can only be used for maintenance or construction of streets and highways. Special revenue bonds can be issued for construction of street projects, with the gas tax revenues pledged as a source of debt repayment. The annual total debt service, both principal and interest, cannot exceed 50% of the HURF distribution received for the most recent twelve month period by the Town.

## **WATER AND SEWER REVENUE BONDS**

In addition to water/sewer G.O. bonds, the Town can sell bonds that pledge utility revenues. Debt service requirements are paid from the net revenue derived by the Town from the operations of its water and sewer system after provision has been made for the payment from such revenues of the reasonable and necessary expenses of the operation and maintenance of such systems. Therefore, there is no legal limitation on indebtedness that can be incurred; rather, there is only the practical limitation imposed by what the utility rate structures will support.

## **SPECIAL IMPROVEMENTS/ASSESSMENT DISTRICTS**

Special improvements/assessments are a means of financing services or capital improvements that benefit specific property owners more than the general public. Majority consent must be obtained from the property owners within the designated geographic assessment district. The property owners are then levied a supplemental property tax assessment for their share of the costs of the improvements.

## **MUNICIPAL PROPERTY'S CORPORATION (MPC) BONDS**

The Municipal Property's Corporation, Inc. (MPC) is a not for profit corporation over which the Town exercises significant oversight authority. It was formed to assist the Town in acquiring land and constructing improvements thereon, constructing and acquiring improvements upon land owned by the Town, and in any other way incurring expenses to improve the use of presently owned facilities, or as they may be expanded in the future.

The Corporation finances various projects for the benefit of the Town by issuing MPC bonds. Bonds may be issued without voter approval and without limitation as to interest rate or amount. The Town enters into a rental lease agreement with the corporation sufficient to service the debt on the MPC bonds. The bonds are made marketable by assuring, prior to entering into any lease agreement with the MPC, the Town will maintain an excise, transaction privilege, and franchise tax base at least three times the maximum annual debt service.

Most municipalities in Arizona have utilized this method of financing to construct major public projects such as municipal complexes, civic centers, and sports complexes.

## **LEASE FINANCING**

Under this type of debt financing, a governmental entity enters into a contractual arrangement with the issuer to construct or otherwise acquire facilities and/or equipment that is needed by the entity. Ordinarily, all operation and maintenance costs are the responsibility of the lessee (borrower).

The lease terms are generally structured such that the rental payments are sufficient to meet debt service costs as well as any administrative expenses. Usually a reserve fund is set aside at inception as security to obtain a competitive interest rate.

Typically, lease financing is used for acquisition of major capital equipment, e.g., computer systems, vehicles and equipment, which are very expensive and have useful life greater than five years but typically are not expected to have a useful life as long as the terms of bonds issued.

## **GRANTS**

Grants are contributions of cash or other assets from another governmental entity to be used or expended for a specified purpose, activity, or facility. Grants can be either capital grants or operating grants. Capital grants are for the acquisition or construction of fixed assets and usually require some local effort match. All other grants are considered operating grants. Grants have specific compliance requirements including prescribing the activities allowed and not allowed, eligibility requirements, matching level of effort or earmarking requirements, reporting requirements, and special provisions to be taken into consideration.

## **INTERGOVERNMENTAL AGREEMENTS (IGA)**

Infrastructure needs may, at times, overlap different jurisdictional boundaries. Jurisdictions then often enter into an IGA for the construction and proportionally shared payment of the project. One jurisdiction will act as primary lead agent for project management purposes. The Transportation Regional Plan and Storm Drainage Master Plan, in particular, may often require coordinated efforts between the Town, Arizona Department of Transportation (ADOT) and Yavapai County.

## **STATE REVOLVING LOAN FUND**

Arizona has established a revolving fund empowered to accept Federal capitalization grants for publicly owned wastewater treatment projects pursuant to the Federal Water Pollution Control Act and Water Quality Act. In order to qualify for the Federal monies, the State must match a 20% contribution into the fund. The Water Infrastructure Finance Authority of Arizona (WIFA) that issues bonds that are then lent to different governmental entities to finance project manages Arizona's fund. Projects are submitted to WIFA for review, and prioritization. Based on this compilation, projects are then eligible for funding.

## **PAY AS YOU GO FINANCING**

Projects funded on a pay as you go basis derive their financing from current revenue streams or prior savings that have been kept in fund balance. This method of financing eliminates the need for borrowing and thereby preserves debt capacity for other purposes. Costs are lower because non-debt financing does not incur interest costs. The major drawbacks of pay as you go financing include inadequacy of funds available (taxes, reserves); erratic impact on rate structures (water/sewer rates); legislative approval (formation of improvement district); and political difficulties (impact fees or other exactions).

Capital improvements that are considered ongoing improvements and maintenance required expenditures are built into the rate structure of the two enterprise funds (Water and Wastewater Funds).

## **UNFUNDED PROJECTS**

Projects that do not have a funding source are classified as unfunded Town capital projects. These projects are evaluated annually as changes in funding occur and estimates are revised, as well as changes in Town priorities.

The following pages provide a listing of the Capital Improvement projects.

## CAPITAL IMPROVEMENT PROJECTS FY 14/15

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### **Project Name: Center Street Box Culvert at the Santa Cruz Wash**

Project Location: Center Street at the Santa Cruz Wash

CIP Category: Public Works/Drainage

Project Description and Justification:

This project will construct a multi-barrel box culvert over the Santa Cruz Wash at the future alignment of Center Street between Road 1 East and Chino Meadows. This box culvert is necessary for the future construction of Center Street between Road 1 East and the Peavine Trail Road. This project is part of a multi-year roadway system designed to create new connectivity to the Town's arterial roadway system in the southeast portion of Chino Valley.

Estimated Cost and Funding Source:

\$500,000 from Roads Impact Fees

### **Project Name: Construction of Center Street between Road 1 East and Railroad Avenue**

Project Location: Peavine Trail between Center Street and Road 4 South

CIP Category: Public Works/Roads

Project Description and Justification: This project will complete the construction of the dirt roadway that will run along Center Street between Road 1 East and Railroad Avenue, over the new box culvert to be built at Center Street and the Santa Cruz Wash.

Estimated Cost and Funding Source:

\$150,000 from Roads Impact Fees

### **Project Name: Road 1 East between Road 3 South and Kalinich Avenue, Including the Construction of Two East/West Roadways between Road 1 East and Highway 89**

Project Location: Road 1 East between Road 3 South and Approximately 1,000' North of the Future alignment of Road 5 South

CIP Category: Public Works/Roads

Project Description and Justification:

This project will construct a new two lane roadway along the alignment of Road 1 East between Road 3 South and approximately 1,000' north of the future alignment of Road 5 South. The roadway will turn westerly to intersect with Highway 89 at a future roundabout currently under construction by ADOT. This project will also construct an east/west connection between Road 1 East and Highway 89 in the general vicinity of Road 4½ South and north of Windy Plaza. The exact alignments will be determined at the direction of the property owners. ADOT has committed to the Town a sufficient volume of millings from the Highway 89 widening project to allow the Town to

construct the base for this roadway. Because of the construction schedule of the Highway 89 project, millings may not be available until the later part of FY 13/14 into FY 14/15.

Estimated Cost and Funding Source:

\$200,000 from Roads Impact Fees

**Project Name: Chino Meadows Unit 5 at Peavine Trail Drainage Project**

Project Location: East side of the Peavine Trail

CIP Category: Public Works/Drainage

Project Description and Justification: The funding for this project has been split into two fiscal years. The available funding will be \$400,000 in the FY 14/15 and \$500,000 in the FY 15/16. This project will complete the design as prepared by Lyon Engineering. The project will construct a box culvert at Porcupine Pass and the Peavine Trail along with channel improvements to Little Doggie Draw between Brightstar and the Santa Cruz Wash. The project will also construct a linear detention basin south of the current Brightstar Booster Station. The exact limits of each phase of the project will be determined based on the bid of phase 1. Phase 2 of the project will be from the terminus of Phase 1 to the project end.

Estimated Cost and Funding Source:

\$400,000 from Yavapai County Drainage District in FY 14/15

\$500,000 from Yavapai County Drainage District in FY 15/16

**Project Name: Design of Peavine Trail Road between Center Street and Road 4 South**

Project Location: Peavine Trail between Center Street and Road 4 South

CIP Category: Public Works/Roads

Project Description and Justification: This project will complete the design of the dirt roadway that will run adjacent to and west of the railroad grade of the Peavine Trail. This project will connect the eastern terminus of Center Street to Road 4 South providing an alternate traffic route for the eastern residents of Chino Valley.

Estimated Cost and Funding Source:

\$36,000 from Roads Impact Fees

## Financial Information

CAPITAL IMPROVEMENT FUND 05-90					
Description	2012-13 Actual	2013-14 Adopted Budget	2013-14 Estimated	2014-15 Adopted Budget	% Change Adopted to Adopted
<b>REVENUES</b>					
1% TPT REVENUES-RETAIL/OTHER	1,140,556	1,138,000	1,137,494	1,160,760	
1% CONSTRUCTION TPT REVENUES	144,836	60,000	70,756	70,000	
1% BED TAX REVENUES	8,684	8,000	10,213	10,000	
MISC CAPITAL PROJECTS		2,000,000		2,000,000	
INTEREST INCOME LGIP	8,725	800	800	800	
LEASE PURCHASE PROCEEDS				1,200,000	
YAVAPAI COUNTY DRAINAGE DISTRICT	195,660	1,084,000	182,719	400,000	
BOND PROCEEDS		500,000		9,000,000	
TRANSFERS IN FROM ROAD IMPACT FEES		1,000,000	744,000	886,000	
CARRYOVER					
<b>TOTAL REVENUES</b>	<b>1,498,461</b>	<b>5,790,800</b>	<b>2,145,982</b>	<b>14,727,560</b>	<b>154%</b>
<b>EXPENDITURES</b>					
MISC CAPITAL PROJECTS	400	2,000,000	-	2,000,000	
<b>FUNDED BY BOND PROCEEDS</b>					
PRESCOTT WATER SYSTEM				3,100,000	
WASTE WATER TREATMENT PLANT				2,700,000	
WATER AND SEWER HIGHWAY 89		500,000		3,200,000	
<b>FUNDED BY ROAD IMPACT FEES</b>					
ROAD 4 SOUTH RIGHT OF WAY AQ		300,000	319,000		
ROAD 4 SOUTH PHASE I			175,000		
ROAD 4 SOUTH PHASE II			175,000		
CENTER STREET BOX CULVERT AT SANTA CRUZ		500,000	50,000	500,000	
CENTER STREET BETWEEN ROAT 1 EAST AND RAIL				150,000	
ROAD 1 EAST BETWEEN ROAD 3 SOUTH	2,250	200,000	25,000	200,000	
DESIGN OF PEAVINE TRAIL ROAD BETWEEN				36,000	
<b>FUNDED BY YAVAPAI DRAINAGE DISTRICT</b>					
CHINO MEADOWS UNIT 5 AT PEAVINE TRAIL DR		1,084,000	110,000	400,000	
ROAD 3 NORTH STORMWATER	197,214		150,000		
ROAD 2 NORTH WIDENING	115,560				
<b>FUNDED BY LEASE PURCHASE</b>					
LOADER				200,000	
BOB TAIL TRUCK 6 WHEEL				55,000	
10 WHEEL DUMP TRUCK 10 YARD				150,000	
BACKHOE				180,000	
POLICE CARS				180,000	
ENERGY SAVINGS PROGRAM				435,000	
<b>FUNDED BY CARRYOVER</b>					
COMMUNITY CENTER REMODEL				100,000	
COMMUNITY CENTER WIFI & WIRING				40,000	
UNISOURCE GAS PAYMENTS			25,000	100,000	
RURAL ECONOMIC DEVEL GRANT MATCH				50,000	
RESERVE FUND		348,701			
TFRS TO GENERAL FUND	418,652	55,480	55,480	100,000	
TFRS TO WATER ENTERPRISE FUND	362,988	220,000	220,000	280,700	
TFRS TO SEWER ENTERPRISE FUND	576,748	-	-	-	
TFRS TO DEBT SERVICE FUND		582,619	582,619	739,432	
<b>TOTAL EXPENDITURES</b>	<b>1,673,812</b>	<b>5,790,800</b>	<b>1,887,099</b>	<b>14,896,132</b>	<b>157%</b>
<b>NET COST TO CAPITAL IMPROVEMENT FUND</b>	<b>(175,351)</b>	<b>-</b>	<b>258,883</b>	<b>(168,572)</b>	

## CAPITAL IMPROVEMENT PROJECTS FIVE YEAR PROJECTION

CAPITAL IMPROVEMENT FUND 05-90					
Description	2014-15 Adopted Budget	2015-16 Projected	2016-17 Projected	2017-18 Projected	2018-19 Projected
<b>REVENUES</b>					
1% TPT REVENUES-RETAIL/OTHER	1,160,760	1,183,975	1,207,655	1,231,808	1,256,444
1% CONSTRUCTION TPT REVENUES	70,000	71,000	73,000	75,000	77,000
1% BED TAX REVENUES	10,000	10,300	10,600	11,000	11,300
MISC CAPITAL PROJECTS	2,000,000	2,000,000	2,000,000	2,000,000	2,000,000
INTEREST INCOME LGIP	800	800	800	800	800
LEASE PURCHASE PROCEEDS	1,200,000	150,000			
YAVAPAI COUNTY DRAINAGE DISTRICT	400,000	500,000			
BOND PROCEEDS	9,000,000	3,900,000			
TRANSFERS IN FROM ROAD IMPACT FEES	886,000	-			
CARRYOVER					
<b>TOTAL REVENUES</b>	<b>14,727,560</b>	<b>7,816,075</b>	<b>3,292,055</b>	<b>3,318,608</b>	<b>3,345,544</b>
<b>EXPENDITURES</b>					
MISC CAPITAL PROJECTS	2,000,000	2,000,000	2,000,000	2,000,000	2,000,000
<b>FUNDED BY BOND PROCEEDS</b>					
PRESCOTT WATER SYSTEM	3,100,000	1,100,000			
WASTE WATER TREATMENT PLANT	2,700,000	-			
WATER AND SEWER HIGHWAY 89	3,200,000	2,800,000			
<b>FUNDED BY ROAD IMPACT FEES</b>					
ROAD 4 SOUTH RIGHT OF WAY AQ					
ROAD 4 SOUTH PHASE I					
ROAD 4 SOUTH PHASE II					
CENTER STREET BOX CULVERT AT SANTA CRUZ	500,000				
CENTER STREET BETWEEN ROAD 1 EAST AND RAIL	150,000				
ROAD 1 EAST BETWEEN ROAD 3 SOUTH	200,000	-			
DESIGN OF PEAVINE TRAIL ROAD BETWEEN	36,000				
<b>FUNDED BY YAVAPAI DRAINAGE DISTRICT</b>					
CHINO MEADOWS UNIT 5 AT PEAVINE TRAIL DR	400,000	500,000			
ROAD 3 NORTH STORMWATER					
ROAD 2 NORTH WIDENING					
<b>FUNDED BY LEASE PURCHASE</b>					
LOADER	200,000	-			
BOB TAIL TRUCK 6 WHEEL	55,000				
10 WHEEL DUMP TRUCK 10 YARD	150,000	150,000			
BACKHOE	180,000				
POLICE CARS	180,000				
ENERGY SAVINGS PROGRAM	435,000				
<b>FUNDED BY CARRYOVER</b>					
COMMUNITY CENTER REMODEL	100,000				
COMMUNITY CENTER WIFI & WIRING	40,000				
UNISOURCE GAS PAYMENTS	100,000				
RURAL ECONOMIC DEVEL GRANT MATCH	50,000				
<b>RESERVE FUND</b>					
TFRS TO GENERAL FUND	100,000	100,000	100,000	100,000	100,000
TFRS TO WATER ENTERPRISE FUND	280,700	169,482	173,035	170,685	168,646
TFRS TO SEWER ENTERPRISE FUND	-	-	-	-	-
TFRS TO DEBT SERVICE FUND	739,432	734,444	739,444	889,044	934,794
<b>TOTAL EXPENDITURES</b>	<b>14,896,132</b>	<b>7,553,926</b>	<b>3,012,479</b>	<b>3,159,729</b>	<b>3,203,440</b>
<b>NET COST TO CAPITAL IMPROVEMENT FUND</b>	<b>(168,572)</b>	<b>262,149</b>	<b>279,576</b>	<b>158,879</b>	<b>142,104</b>

# CAPITAL IMPROVEMENT UNFUNDED CAPITAL

The Town has projected the future capital needs and planned replacements although sufficient funds are not available to at this time. for the following categories.

- Police Vehicles
- Machinery and Equipment
- Road Maintenance

Town of Chino Valley											
Police Vehicle, Machinery and Equipment and Roads Replacement Schedule											
Fiscal Year 2014/15 - 2023/24											
	Book Value of Existing	FY 2014/15	FY 2015/16	FY 2016/17	FY 2017/18	FY 2018/19	FY 2019/20	FY 2020/21	FY 2021/22	FY 2022/23	FY 2023/24
<b>Police Vehicles</b>											
Book Value of Existing Fleet	\$ 2,164,861										
# of Units	27	4	4	2	4	4	2	1	1	2	3
Replacement Cost		\$ 180,000	\$ 180,000	\$ 90,000	\$ 180,000	\$ 180,000	\$ 90,000	\$ 45,000	\$ 25,000	\$ 70,000	\$ 135,000
<b>Machinery and Equipment</b>											
Book Value of Existing Equip.	\$ 1,772,735										
# of Units	69	5	6	7	2	6	5	5	8	0	3
Replacement Cost		\$ 611,000	\$ 317,000	\$ 308,000	\$ 102,000	\$ 394,000	\$ 308,000	\$ 218,000	\$ 434,000		\$ 165,000
<b>Roads</b>											
Book Value of Existing Roads	\$ 4,065,401										
# of miles	140										
Replacement Cost		\$ 800,000	\$ 824,000	\$ 849,000	\$ 874,000	\$ 900,000	\$ 927,000	\$ 954,000	\$ 983,000	\$ 1,012,000	\$ 1,042,000
<b>Facilities/Buildings/Parks*</b>											
<b>Water System Infrastructure*</b>											
<b>Sewer System Infrastructure*</b>											
<b>Total</b>	<b>\$ 8,003,233</b>	<b>\$ 1,591,000</b>	<b>\$ 1,321,000</b>	<b>\$ 1,247,000</b>	<b>\$ 1,156,000</b>	<b>\$ 1,474,000</b>	<b>\$ 1,325,000</b>	<b>\$ 1,217,000</b>	<b>\$ 1,442,000</b>	<b>\$ 1,082,000</b>	<b>\$ 1,342,000</b>

\*Date not available at this time.

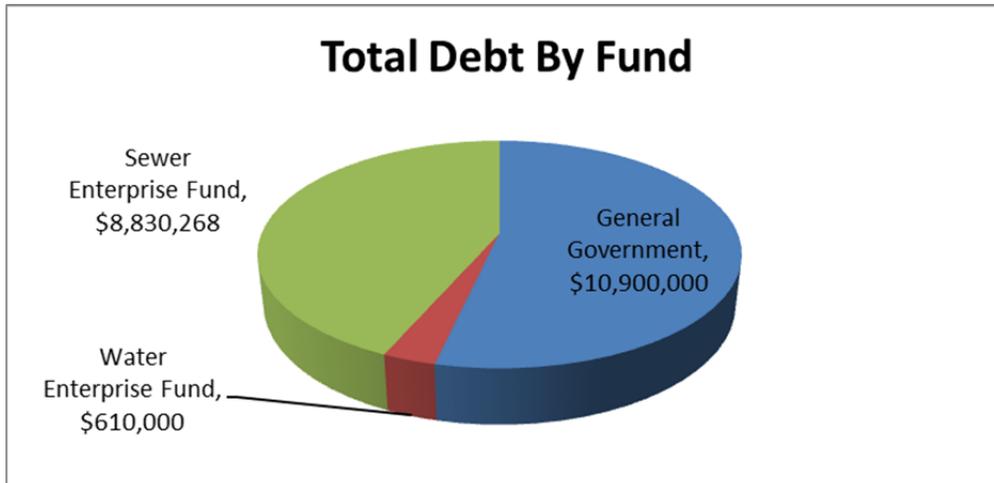
The Town will be reviewing and projecting the future Facilities/Buildings/Parks, Water and Sewer system needs in the next fiscal year.

# BONDED INDEBTEDNESS

## DEBT SERVICE FUND 08

The total indebtedness for the Town is summarized below. The payments for General Government Debt are recorded and paid in the Debt Service Fund. The Town transfers the amount of money required to make the General Government Debt Service payments from the Capital Improvement Fund. The Enterprise funds account their debt within their respective funds.

Town of Chino Valley					
Annual Debt Service Summary By Fund					
Fiscal Year Ended June 30, 2015					
Debt Issue	Date Issued	Original Amount	Outstanding Amount as of June 30, 2014	FY 2015 Principal	FY 2015 Interest
<b>General Government</b>					
GADA Loan 2007A	7/1/2011	\$ 3,825,000	\$ 3,620,000	\$ 235,000	\$ 172,794
US Bank Series 2010	12/15/2010	\$ 7,280,000	\$ 7,280,000		\$ 331,638
		\$ 11,105,000	\$ 10,900,000	\$ 235,000	\$ 504,432
<b>Water Enterprise Fund</b>					
US Bank Series 2010	12/15/2010	\$ 745,000	\$ 610,000	\$ 45,000	\$ 25,882
<b>Sewer Enterprise Fund</b>					
WIFA	1/10/2007	\$ 1,580,000	\$ 1,090,290	\$ 77,886	\$ 30,070
WIFA	1/11/2008	\$ 4,853,000	\$ 3,738,165	\$ 242,138	\$ 105,192
USDA	2/16/2007	\$ 1,595,000	\$ 1,413,024	\$ 38,702	\$ 57,574
USDA	4/10/2008	\$ 1,505,000	\$ 1,372,832	\$ 34,877	\$ 55,975
USDA	4/16/2008	\$ 1,332,000	\$ 1,215,957	\$ 30,820	\$ 49,580
		\$ 10,865,000	\$ 8,830,268	\$ 424,423	\$ 298,391
<b>Total Town of Chino Valley Debt</b>		<b>\$ 22,715,000</b>	<b>\$ 20,340,268</b>	<b>\$ 704,423</b>	<b>\$ 828,705</b>
<b>General Government</b> Payment Date					
GADA Loan 2007A	1/1/2015	3,825,000	3,620,000	-	86,397
	7/1/2015			235,000	86,397
US Bank Series 2010	1/1/2015	7,280,000	7,280,000		165,819
	7/1/2015				165,819
		11,105,000	10,900,000	235,000	504,431
<b>Water Enterprise Fund</b>					
US Bank Series 2010	1/1/2015	745,000	610,000	-	12,941
	7/1/2015			45,000	12,941
<b>Sewer Enterprise Fund</b>					
WIFA	1/1/2015	1,580,000	1,090,290	-	15,035
	7/1/2015			77,886	15,035
WIFA	1/1/2015	4,853,000	3,738,165	-	52,596
	7/1/2015			242,138	52,596
USDA	Monthly	1,595,000	1,413,024	38,702	57,574
USDA	Monthly	1,505,000	1,372,832	34,877	55,975
USDA	Monthly	1,332,000	1,215,957	30,820	49,581
		10,865,000	8,830,268	424,423	298,392
<b>Total Town of Chino Valley Debt</b>		<b>22,715,000</b>	<b>20,340,268</b>	<b>704,423</b>	<b>828,705</b>



#### Financial Information

DEBT SERVICE 08					
Description	2012-13 Actual	2013-14 Adopted Budget	2013-14 Estimated	<b>2014-15 Adopted Budget</b>	% Change Adopted to Adopted
BANK AMERICA PUBLIC CAPITAL	37,029	-	-		
DEBT SVC 2010 BONDS - PRINCIPAL					
DEBT SVC 2010 BONDS -- INTEREST	497,491	331,638	331,638	<b>331,638</b>	
GADA LOAN 2007A PRINCIPAL	-	75,000	75,000	<b>235,000</b>	
GADA LOAN 2007A INTEREST	89,366	175,982	175,982	<b>172,794</b>	
VEHICLES/EQUIPMENT PURCHASES	190,477	-	-	-	
FISCAL AGENT FEES	2,720	8,000	2,500	<b>2,500</b>	
<b>TOTAL EXPENDITURES</b>	<b>817,083</b>	<b>590,620</b>	<b>585,120</b>	<b>741,932</b>	126%

#### Narrative

The Town accounts for its general government debt in the Debt Service Fund.

## BONDED DEBT CAPACITY – GENERAL OBLIGATION BONDED DEBT

State Law limits the amount of General Obligation Bonded Debt that the Town of Chino Valley can issue. The debt authorization must be approved by the Town’s voters. The Town currently has not General Obligation Bonded Debt.

**TOWN OF CHINO VALLEY, ARIZONA**  
**Fiscal Year 2014/15 Direct General Obligation Bonded Debt,**  
**Legal Limitation and Unused Borrowing Capacity**

	6%		20%
General Municipal Purpose Bonds		Water, Light, Sewer, Open Space, Public Safety, Law Enforcement, Fire/Emergency Services, Streets/Transportation Facilities and Park Bonds	
2014/15 Secondary Assessed Valuation	<u>\$66,893,394</u>	2014/15 Secondary Assessed Valuation	<u>\$66,893,394</u>
6% Limitation	<u>\$4,013,604</u>	20% Limitation	<u>\$13,378,679</u>
6% Direct General Obligation Bonds	<u>0</u>	20% Direct General Obligation Bonds	<u>0</u>
Unused 6% Borrowing Capacity	<u>\$4,013,604</u>	Unused 20% Borrowing Capacity	<u>\$13,378,679</u>
Fiscal Year 2013/14	\$4,027,280	Fiscal Year 2013/14	\$13,424,265

	GADA Loan 2007 A Issued 7/1/2011 Original Amount \$3,825,000			US Bank Series 2010 Issued 12/15/2010 Original Amount \$7,280,000		
Fiscal Year	Pincipal	Interest	Total	Pincipal	Interest	Total
2015	235,000	172,794	407,794		331,638	331,638
2016	240,000	162,806	402,806		331,638	331,638
2017	255,000	152,606	407,606		331,638	331,638
2018	265,000	142,406	407,406	150,000	331,638	481,638
2019	275,000	129,156	404,156	205,000	325,638	530,638
2020	290,000	115,406	405,406	280,000	317,438	597,438
2021	305,000	100,906	405,906	310,000	306,238	616,238
2022	320,000	85,656	405,656	330,000	293,838	623,838
2023	335,000	69,656	404,656	345,000	279,813	624,813
2024	350,000	55,000	405,000	360,000	265,150	625,150
2025	365,000	37,500	402,500	380,000	252,850	632,850
2026	385,000	19,250	404,250	400,000	233,700	633,700
2027			-	820,000	214,700	1,034,700
2028			-	860,000	175,750	1,035,750
2029			-	905,000	134,900	1,039,900
2030				945,000	91,913	1,036,913
2031				990,000	47,025	1,037,025
2032						
2033						
2034						
2035						
2036						
2037						
2038						
	3,620,000	1,243,144	4,863,144	7,280,000	4,265,500	11,545,500

	US Bank Series 2010 Issued 12/15/2010 Original Amount \$745,000			WIFA Issued 1/10/2007 Original Amount \$1,580,000		
Fiscal Year	Pincipal	Interest	Total	Pincipal	Interest	Total
2015	45,000	25,883	70,883	77,886	30,070	107,956
2016	45,000	24,713	69,713	80,034	27,922	107,956
2017	50,000	23,363	73,363	82,242	25,715	107,956
2018	50,000	21,663	71,663	84,510	23,447	107,956
2019	50,000	19,813	69,813	86,841	21,116	107,956
2020	55,000	17,813	72,813	89,236	18,721	107,956
2021	55,000	15,475	70,475	91,697	16,260	107,956
2022	60,000	13,000	73,000	94,226	13,731	107,956
2023	65,000	10,000	75,000	96,825	11,132	107,956
2024	65,000	6,750	71,750	99,495	8,461	107,956
2025	70,000	3,500	73,500	102,239	5,717	107,956
2026				105,059	2,898	107,956
2027						
2028						
2029						
2030						
2031						
2032						
2033						
2034						
2035						
2036						
2037						
2038						
	610,000	181,970	791,970	1,090,290	205,188	1,295,478

	WIFA Issued 1/11/2008 Original Amount \$4,853,000			USDA Issued 2/16/2007 Original Amount \$1,595,000		
Fiscal Year	Pincipal	Interest	Total	Pincipal	Interest	Total
2015	242,138	105,192	347,330	38,702	57,574	96,276
2016	248,952	98,378	347,330	40,329	55,947	96,276
2017	255,957	91,373	347,330	42,024	54,252	96,276
2018	263,160	84,170	347,330	43,791	52,485	96,276
2019	270,565	76,765	347,330	45,632	50,644	96,276
2020	278,179	69,151	347,330	47,550	48,726	96,276
2021	286,007	61,323	347,330	49,549	46,727	96,276
2022	294,055	53,275	347,330	51,632	44,644	96,276
2023	302,330	45,000	347,330	53,802	42,474	96,276
2024	310,837	36,493	347,330	56,064	40,212	96,276
2025	319,584	27,746	347,330	58,421	37,855	96,276
2026	328,577	18,753	347,330	60,877	35,399	96,276
2027	337,824	9,506	347,330	63,436	32,840	96,276
2028				66,103	30,173	96,276
2029				68,882	27,394	96,276
2030				71,778	24,498	96,276
2031				74,795	21,481	96,276
2032				77,939	18,337	96,276
2033				81,216	15,060	96,276
2034				84,630	11,646	96,276
2035				88,188	8,088	96,276
2036				91,895	4,381	96,276
2037				55,792	784	56,576
2038						
	<b>3,738,165</b>	<b>777,124</b>	<b>4,515,289</b>	<b>1,413,024</b>	<b>761,624</b>	<b>2,174,648</b>

	USDA Issued 4/10/2008 Original Amount \$1,505,000			USDA Issued 4/16/2008 Original Amount \$1,332,000		
Fiscal Year	Pincipal	Interest	Total	Pincipal	Interest	Total
2015	34,877	55,975	90,852	30,820	49,580	80,400
2016	36,343	54,509	90,852	32,116	48,284	80,400
2017	37,871	52,981	90,852	33,466	46,934	80,400
2018	39,463	51,389	90,852	34,873	45,527	80,400
2019	41,122	49,730	90,852	36,339	44,061	80,400
2020	42,851	48,001	90,852	37,866	42,534	80,400
2021	44,652	46,200	90,852	39,458	40,942	80,400
2022	46,530	44,322	90,852	41,117	39,283	80,400
2023	48,486	42,366	90,852	42,846	37,554	80,400
2024	50,524	40,328	90,852	44,647	35,753	80,400
2025	52,648	38,204	90,852	46,524	33,876	80,400
2026	54,861	35,991	90,852	48,479	31,921	80,400
2027	57,167	33,685	90,852	50,517	29,883	80,400
2028	59,571	31,281	90,852	52,641	27,759	80,400
2029	62,075	28,777	90,852	54,854	25,546	80,400
2030	64,684	26,168	90,852	57,160	23,240	80,400
2031	67,404	23,448	90,852	59,563	20,837	80,400
2032	70,237	20,615	90,852	62,067	18,333	80,400
2033	73,190	17,662	90,852	64,676	15,724	80,400
2034	76,267	14,585	90,852	67,395	13,005	80,400
2035	79,473	11,379	90,852	70,228	10,172	80,400
2036	82,814	8,038	90,852	73,181	7,219	80,400
2037	86,295	4,557	90,852	76,257	4,143	80,400
2038	63,426	1,045	64,471	58,866	1,011	59,876
	<b>1,372,832</b>	<b>781,235</b>	<b>2,154,067</b>	<b>1,215,957</b>	<b>693,119</b>	<b>1,909,076</b>

Total Town of Chino Valley Combined Debt Service All Debt Issues			
Fiscal Year	Pincipal	Interest	Total
2015	704,423	876,521	1,580,944
2016	722,774	856,309	1,579,083
2017	756,560	835,388	1,591,948
2018	930,796	813,788	1,744,584
2019	1,010,499	782,647	1,793,146
2020	1,120,682	748,304	1,868,986
2021	1,181,363	709,507	1,890,871
2022	1,237,559	668,244	1,905,804
2023	1,289,288	623,688	1,912,976
2024	1,336,567	579,181	1,915,748
2025	1,394,416	533,770	1,928,186
2026	1,382,854	480,072	1,862,926
2027	1,328,945	320,613	1,649,558
2028	1,038,315	264,963	1,303,278
2029	1,090,811	216,617	1,307,428
2030	1,138,622	165,818	1,304,441
2031	1,191,762	112,791	1,304,553
2032	210,244	57,284	267,528
2033	219,082	48,446	267,528
2034	228,292	39,236	267,528
2035	237,889	29,639	267,528
2036	247,890	19,638	267,528
2037	218,345	9,484	227,828
2038	122,290	2,056	124,346
	20,340,268	9,794,005	30,134,273

# PERSONNEL SCHEDULES & BENEFITS

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## EMPLOYEE BENEFITS

The full time town employees benefit package consists of the following item:

### Arizona State Retirement System

The Town contributes to a cost-sharing multiple-employer defined benefit pension plan; a cost-sharing, multiple-employer defined benefit health care plan; and a cost-sharing, multiple-employer defined benefit long-term disability plan, all of which are administered by the Arizona State Retirement System (ASRS). The plan covers employees of the State of Arizona and participating political subdivisions and school districts. The ASRS (through its Retirement Fund) provides retirement, death, and survivor benefits; the Health Benefit Supplement Fund provides health insurance premium benefits and the Long-Term Disability Funds provides long-term disability benefits. Benefits are established by state statute.

ASRS Contribution Rates are summarized below:

	Fiscal Year 2010-11	Fiscal Year 2011-12	Fiscal Year 2012-13	Fiscal Year 2013-14	Fiscal Year 2014-15
Employee Contribution Rate	9.85%	10.74%	11.14%	11.54%	11.60%
Employer Contribution Rate	9.85%	10.74%	11.14%	11.54%	11.60%
Total Contribution Rate	19.70%	21.48%	22.28%	23.08%	23.20%

### Health / Dental / Vision Insurance

Operations of the Yavapai Combined Trust are governed by a Trust Agreement executed by each of the participating entities; Yavapai County, the City of Prescott, Yavapai College and the Town of Chino Valley. The Town of Chino Valley has participated for over ten years in the Trust. The Third-Party Administrator of our Health Care is Summit, and we utilize Blue Cross / Blue Shield's PPO. The Town provides 100% medical coverage (medical, dental, vision) for qualified employees, and contributes 25% of the cost for dependent coverage for qualified employees. The Town offers two types of medical coverage, a Premier Plan and a Basic Plus Plan. The plan offers prescription services through Catamaran.

The Trust also offers the option of Dental coverage. Dental coverage operates differently than a PPO, allowing employees to choose the dentist of their choice, but benefits are capped, thus limiting each entity's exposure.

The Town also offers vision insurance. This coverage offers a maximum benefit of \$300.00 per year with a provider of your choice.

Health care costs generally increase every year, but through good stewardship from the Trust as well as the employees, the Trust experienced no increase in premium costs for fiscal year 2013/14 and a 1 ½% increase for fiscal year 2014/15. . Also because of the Trust’s good standing, we were able to experience a “benefit holiday” in the month of December 2013, where employees who paid for family coverage and each entity were excused from paying the premium for the month.

**Life Insurance**

The Town pays for Life Insurance for employees for coverage at 1½% an employee’s annual salary. Employees may buy additional life insurance coverage at an additional cost, and they may also buy coverage for their dependents.

**Public Safety Personnel Retirement System (PSPRS)**

The Town contributes to the Public Safety Personnel Retirement System (PSPRS), an agency multiple-employer defined benefit pension plan and an agency multiple-employer defined benefit health insurance premium plan that covers public safety personnel who are regularly assigned hazardous duty in the employ of the State of Arizona or a political subdivision thereof.

PSPRS Contribution Rates are summarized below:

	Fiscal Year 2010-11	Fiscal Year 2011-12	Fiscal Year 2012-13	Fiscal Year 2013-14	Fiscal Year 2014-15
Employee Contribution Rate	7.65%	7.65%	9.55%	10.35%	11.05%
Employer Contribution Rate	13.62%	13.53%	17.29%	19.31%	20.51%
Total Contribution Rate	21.27%	21.18%	26.84%	29.66%	31.56%

**Employee Assistance Program (EAP)**

Employee Assistance Program (EAP) Counseling and referral for up to 3 free behavioral health (mental health and substance abuse) counseling sessions per problem.

**Wellness Program**

We are working with YCT to provide a wellness program for employees. This is just in the development stages.

**Vacation**

Vacation time is traditional paid-time-off benefit that will provide a restful break in the yearly work routine and support the Town’s goals to attract and retain quality employees. This applies to full-time and qualified part-time Town employees.

The following schedule specifies the amount of vacation a regular full-time employee earns for a corresponding period of continuous service:

Length of Service Completed	Hours per pay period	Equivalent days per year
Less than two years	3.077	10
Two to five years	4.615	15
Five to ten years	5.539	18
Over ten years	6.154	20

Qualified part-time employees are entitled to one-half (1/2) of this benefit.

#### Sick Leave

To provide income protection for employees who, because of illness or accident, are temporarily disabled and absent from work for limited periods.

Each full-time employee accrues 3.692 hours of sick leave per pay period (equal to 12 days per year). Each qualified part-time employee earns sick leave at one-half that rate.

#### Holidays

This provides a competitive paid-time-off benefit to recognize traditional holidays.

The Town observes the following holidays:

New Year's Day	January 1
Martin Luther King Jr. Day	Third Monday in January
President's Day	Third Monday in February
Memorial Day	Last Monday in May
Independence Day	July 4 <sup>th</sup>
Labor Day	First Monday in September
Veteran's Day	November 11 <sup>th</sup>
Thanksgiving Day	Fourth Thursday in November
Day after Thanksgiving	Fourth Friday in November
Christmas Day	December 25 <sup>th</sup>

# PERSONNEL SUMMARY BY DEPARTMENT

**FISCAL YEAR 2014-2015**  
**Staff Positions by Department with Prior Year Comparisons**  
(excludes temporary and seasonal employees)

DEPARTMENT/POSITION	FTE 12-13	FTE 13-14	FTE 14-15	Net Change
<b>PROSECUTOR</b>				
PARALEGAL	1.0	1.0	1.0	
<b>TOTAL PROSECUTOR</b>	1.0	1.0	1.0	0.0%
<b>TOWN CLERK</b>				
TOWN CLERK	1.0	1.0	1.0	
TOWN CLERK ASSISTANT/RECORDS TECH	1.0	1.0	1.0	
<b>TOTAL TOWN CLERK</b>	2.0	2.0	2.0	0.0%
<b>TOWN MANAGER</b>				
TOWN MANAGER	1.0	1.0	1.0	
GENERAL SERVICES DIRECTOR	1.0	1.0	1.0	
ADMINISTRATIVE ASST.	1.0		1.0	
ADMINISTRATIVE AIDE	2.0	2.0	0.5	
<b>TOTAL TOWN MANAGER</b>	5.0	4.0	3.5	-12.5%
<b>HUMAN RESOURCES</b>				
HR ANALYST	1.0	1.0	1.0	
<b>TOTAL HUMAN RESOURCES</b>	1.0	1.0	1.0	0.0%
<b>MAGISTRATE COURT</b>				
MAGISTRATE	1.0	1.0	1.0	
COURT CLERK II	1.0	1.0	1.0	
DEPUTY CLERK OF COURT	1.0	1.0	1.0	
COURT COORDINATOR	1.0	1.0	1.0	
<b>TOTAL MAGISTRATE COURT</b>	4.0	4.0	4.0	0.0%
<b>FINANCE</b>				
FINANCE DIRECTOR	1.0	1.0	1.0	
SENIOR ACCOUNTANT	1.0	1.0	1.0	
ACCOUNTING TECHNICIAN	1.0	1.0	1.0	
<b>TOTAL FINANCE</b>	3.0	3.0	3.0	0.0%
<b>MIS</b>				
IT TECHNICIAN	1.0	1.0	1.0	
GIS/CAD TECHNICIAN	1.0	1.0	1.0	
<b>TOTAL MIS</b>	2.0	2.0	2.0	0.0%
<b>PLANNING</b>				
PLANNING DIRECTOR			1.0	
ASSOCIATE PLANNER	1.0	0.5	1.0	
ADMINISTRATIVE TECHNICIAN	1.0	1.0		
<b>TOTAL PLANNING</b>	2.0	1.5	2.0	33.3%
<b>BUILDING INSPECTION</b>				
PLANS EXAMINER/INSPECTOR	1.0	1.0	1.0	
ADMINISTRATIVE TECHNICIAN	1.0	1.0	1.0	
BUILDING OFFICIAL	1.0	1.0	1.0	
CODE ENFORCEMENT OFFICER		1.0	1.0	
<b>TOTAL BUILDING INSPECTION</b>	3.0	4.0	4.0	0.0%

**FISCAL YEAR 2014-2015**  
**Staff Positions by Department with Prior Year Comparisons**  
(excludes temporary and seasonal employees)

DEPARTMENT/POSITION	FTE 12-13	FTE 13-14	FTE 14-15	Net Change
<b>POLICE</b>				
CHIEF OF POLICE	1.0	1.0	1.0	
COMMANDER	1.0	1.0	1.0	
DETECTIVE	2.0	2.0	2.0	
OFFICER	15.5	16.0	16.0	
SERGEANT	4.0	4.0	4.0	
<b>TOTAL POLICE</b>	<b>23.5</b>	<b>24.0</b>	<b>24.0</b>	<b>0.0%</b>
<b>NON-SWORN STAFF</b>				
CIVILIAN OFFICER	3.0	3.0	3.0	
MANAGEMENT ASSISTANT	1.0	1.0	1.0	
CODE ENFORCEMENT OFFICER	0.5	-	-	
<b>TOTAL NON-SWORN STAFF</b>	<b>4.5</b>	<b>4.0</b>	<b>4.0</b>	<b>0.0%</b>
<b>ANIMAL CONTROL</b>				
ANIMAL CONTROL OFFICER	1.0	1.0	2.0	
ADOPTION SPECIALIST / SHELTER TECHNICIAN	1.0	1.0	0.5	
<b>TOTAL ANIMAL CONTROL</b>	<b>2.0</b>	<b>2.0</b>	<b>2.5</b>	<b>25.0%</b>
<b>RECREATION</b>				
RECREATION	1.0	0.5	0.5	
<b>TOTAL RECREATION</b>	<b>1.0</b>	<b>0.5</b>	<b>0.5</b>	<b>0.0%</b>
<b>LIBRARY</b>				
PART TIME CIRCULATION CLERK	1.0	1.0	1.0	
LIBRARY DIRECTOR	1.0	1.0	1.0	
CATALOGER	1.0	1.0	1.0	
CHILDRENS LIBRARIAN	1.0	1.0	1.0	
<b>TOTAL LIBRARY</b>	<b>4.0</b>	<b>4.0</b>	<b>4.0</b>	<b>0.0%</b>
<b>SENIOR CENTER</b>				
SR. CENTER COOK	1.0	1.0	2.0	
ASSISTANT COOK	1.0	1.0	0.5	
SENIOR CENTER SUPERVISOR	1.0	1.0	1.0	
<b>TOTAL SENIOR CENTER</b>	<b>3.0</b>	<b>3.0</b>	<b>3.5</b>	<b>16.7%</b>
<b>PARKS MAINTENANCE</b>				
PARKS MAINTENANCE WORKER	3.0	3.0	3.0	
<b>TOTAL PARKS MAINTENANCE</b>	<b>3.0</b>	<b>3.0</b>	<b>3.0</b>	<b>0.0%</b>
<b>AQUATIC CENTER</b>				
RECREATION	1.0	1.0	0.5	
UTILITIES MAINT TECHNICIAN	0.5	-	-	
<b>TOTAL AQUATIC CENTER</b>	<b>1.5</b>	<b>1.0</b>	<b>0.5</b>	<b>-50.0%</b>

**FISCAL YEAR 2014-2015**  
**Staff Positions by Department with Prior Year Comparisons**  
(excludes temporary and seasonal employees)

DEPARTMENT/POSITION	FTE 12-13	FTE 13-14	FTE 14-15	Net Change
<b>FACILITIES</b>				
FACILITIES MAINTENANCE WORKER	1.0	1.0	1.0	
LABORER I	1.0	1.0	1.0	
CUSTODIAN			0.5	
<b>TOTAL FACILITIES</b>	<b>2.0</b>	<b>2.0</b>	<b>2.5</b>	<b>25.0%</b>
<b>VEHICLE MAINTENANCE</b>				
VEHICLE MAINT SUPERVISOR	1.0	1.0	1.0	
EQUIPMENT MECHANIC	1.0	2.0	2.0	
<b>TOTAL VECHICLE MAINTENANCE</b>	<b>2.0</b>	<b>3.0</b>	<b>3.0</b>	<b>0.0%</b>
<b>ENGINEERING</b>				
ENGINEER (PART TIME)	0.5	1.0	1.0	
<b>TOTAL ENGINEERING</b>	<b>0.5</b>	<b>1.0</b>	<b>1.0</b>	<b>0.0%</b>
<b>ROADS</b>				
PW SUPERVISOR	1.0	1.0	1.0	
PW INSPECTOR		1.0	1.0	
EXECUTIVE ASSISTANT	1.0	1.0	1.0	
ADMIN CLERK		1.0	1.0	
HEAVY EQUIP. OPERATOR	2.0	2.0	2.0	
LABORER II	2.0	2.0	2.0	
PW DIRECTOR/TOWN ENGINEER	1.0	1.0	1.0	
MED.EQUIP.OPERATOR	2.0	2.0	2.0	
<b>TOTAL ROADS</b>	<b>9.0</b>	<b>11.0</b>	<b>11.0</b>	<b>0.0%</b>
<b>WATER ENTERPRISE</b>				
UTILITIES SUPERVISOR	1.0	1.0	0.5	
UTILITIES TECH II	1.0	1.0	1.0	
UTILITIES MAINT TECH	1.0	1.0	1.0	
ADMIN CLERK II	1.0	1.0	1.0	
<b>TOTAL WATER ENTERPRISE</b>	<b>4.0</b>	<b>4.0</b>	<b>3.5</b>	<b>-12.5%</b>
<b>SEWER ENTERPRISE</b>				
UTILITIES SUPERVISOR	1.0	1.0	0.5	
UTILITIES TECH II	1.0	1.0	1.0	
UTILITIES MAINT TECH	1.0	1.0	1.0	
ADMIN CLERK II	1.0	1.0	1.0	
<b>TOTAL SEWER ENTERPRISE</b>	<b>4.0</b>	<b>4.0</b>	<b>3.5</b>	<b>-12.5%</b>
<b>TOTAL TOWN OF CHINO VALLEY</b>	<b>87.0</b>	<b>89.0</b>	<b>89.0</b>	<b>0.0%</b>

## PERSONNEL SUMMARY BY FUND

**FISCAL YEAR 2014-2015**  
**Staff Positions by Fund with Prior Year Comparisons**  
 (excludes temporary and seasonal employees)

DEPARTMENT	FTE 12-13	FTE 13-14	FTE 14-15	Net Change
<b>GENERAL FUND</b>				
PROSECUTOR	1	1	1	0.0%
TOWN CLERK	2	2	2	0.0%
TOWN MANAGER	5	4	3.5	-12.5%
HUMAN RESOURCES	1	1	1	0.0%
MAGISTRATE COURT	4	4	4	0.0%
FINANCE	3	3	3	0.0%
MIS	2	2	2	0.0%
PLANNING	2	1.5	2	33.3%
BUILDING INSPECTION	3	4	4	0.0%
POLICE	23.5	24	24	0.0%
NON-SWORN STAFF	4.5	4	4	0.0%
ANIMAL CONTROL	2	2	2.5	25.0%
RECREATION	1	0.5	0.5	0.0%
LIBRARY	4	4	4	0.0%
SENIOR CENTER	3	3	3.5	16.7%
PARKS MAINTENANCE	3	3	3	0.0%
AQUATIC CENTER	1.5	1	0.5	-50.0%
FACILITIES	2	2	2.5	25.0%
VECHICLE MAINTENANCE	2	3	3	0.0%
ENGINEERING	0.5	1	1	0.0%
<b>TOTAL GENERAL FUND</b>	<b>70.0</b>	<b>70.0</b>	<b>71.0</b>	<b>1.4%</b>
<b>HURF FUND</b>				
<b>TOTAL HURF FUND</b>	<b>9.0</b>	<b>11.0</b>	<b>11.0</b>	<b>0.0%</b>
<b>WATER ENTERPRISE</b>				
<b>TOTAL WATER ENTERPRISE</b>	<b>4.0</b>	<b>4.0</b>	<b>3.5</b>	<b>-12.5%</b>
<b>SEWER ENTERPRISE</b>				
<b>TOTAL SEWER ENTERPRISE</b>	<b>4.0</b>	<b>4.0</b>	<b>3.5</b>	<b>-12.5%</b>
<b>TOTAL ALL FUNDS</b>	<b>87.0</b>	<b>89.0</b>	<b>89.0</b>	<b>0.0%</b>

## PERSONNEL SUMMARY BY POSITION

Job Description and Pay Ranges			
Job Title	Department	Minimum - Annual	Maximum - Annual
Accounting Technician	Finance	\$32,918.00	\$43,191.00
Administrative Aide	Various Departments	\$25,792.00	\$33,841.00
Administrative Technician	Various Departments	\$29,857.00	\$39,175.00
Adoption Specialist/Shelter Technician	Police	\$24,564.00	\$32,230.00
Animal Control Officer/Shelter Manager	Police	\$31,350.00	\$41,134.00
Assistant Cook	Senior Center/Town Manger's Office	\$22,280.00	\$29,233.00
Associate Planner	Development Services	\$48,635.00	\$63,813.00
Baliff	Town Magistrate	\$25,792.00	\$33,841.00
Cashier	General Services	\$7.65	
Chief Building Official	Development Services	\$53,620.00	\$70,353.00
Chief of Police	Police	\$91,708.00	\$120,328.00
Civilian/Cole Enforcement Officer	Police	\$32,918.00	\$43,191.00
Cook	Senior Center/Town Manger's Office	\$27,082.00	\$35,533.00
Court Administrator	Town Magistrate	\$40,012.00	\$52,499.00
Court Clerk	Town Magistrate	\$32,918.00	\$43,191.00
Detective	Police	\$46,319.00	\$60,774.00
Facilities Maintenance Worker	Public Works/Engineering	\$27,082.00	\$35,533.00
Facilities Maintenance Worker - Senior	Public Works/Engineering	\$31,350.00	\$41,134.00
Field Training Officer	Police	\$42,012.00	\$55,124.00
Finance Director	Finance	\$91,708.00	\$120,328.00
Fleet mechanic	Public Works/Engineering	\$34,564.00	\$45,350.00
Fleet Supervisor	Public Works/Engineering	\$46,319.00	\$60,774.00
General Services Director	General Services	\$91,708.00	\$120,328.00
GIS/CAD/WED Technician	General Services	\$42,012.00	\$55,124.00
HR Analyst	HR/General Services	\$44,113.00	\$57,880.00
Information Technology Specialist	General Services	\$46,319.00	\$60,774.00
Library Clerk	Library	\$25,792.00	\$33,841.00
Library Director	Library	\$62,071.00	\$81,443.00
Lieutenant	Police	\$68,434.00	\$89,791.00
Lifeguard	General Services	\$8.05	
Paralegal	Prosecutor/General Services	\$40,012.00	\$52,499.00
Parks Maintenance Worker	Public Works/Engineering	\$27,082.00	\$35,533.00
Plans Examiner/Inspector	Development Services	\$44,113.00	\$57,880.00
Police Civilian Operations Supervisor	Police	\$46,319.00	\$60,774.00
Police Officer	Police	\$42,012.00	\$55,124.00
Pool Manager	General Services	\$10.30	
Public Works Director/Town Engineer	Public Works/Engineering	\$91,708.00	\$120,328.00
Public Works Inspector	Public Works/Engineering	\$38,106.00	\$49,999.00
Public Works Manager	Public Works/Engineering	\$53,620.00	\$70,353.00
Recreation Manager	General Services	\$42,012.00	\$55,124.00
Roads Maintenance Worker	Public Works/Engineering	\$27,082.00	\$35,533.00
Roads Maintenance Worker - Senior	Public Works/Engineering	\$31,350.00	\$41,134.00
Senior Accountant	Finance	\$46,319.00	\$60,774.00
Senior Administrative Technician	Public Works/Engineering	\$34,564.00	\$45,350.00
Senior Engineering Project Manager	Public Works/Engineering	\$65,175.00	\$85,515.00
Senior Services Supervisor	Senior Center/Town Manger's Office	\$34,564.00	\$45,350.00
Sergeant	Police	\$53,620.00	\$70,353.00
Technical Services Librarian	Library	\$29,857.00	\$39,175.00
Town Clerk	Town Clerk	\$62,071.00	\$81,443.00
Town Clerk Assistant/ Record Technician	Town Clerk	\$32,918.00	\$43,191.00
Town Magistrate	Town Magistrate	Contract	Contract
Town Manager	Town	Contract	Contract
Utilities Crew Leader	Public Works/Engineering	\$36,292.00	\$47,618.00
Utilities Lien & Collections Technician	Public Works/Engineering	\$32,918.00	\$43,191.00
Utilities Maintenance Technician	Public Works/Engineering	\$31,350.00	\$41,134.00
Utilities Supervisor	Public Works/Engineering	\$46,319.00	\$60,774.00
Water Safety Instructor	General Services	\$8.55	
Youth Services Librarian	Library	\$34,564.00	\$45,350.00

# GRADE AND STEP PAY PLAN

Town of Chino Valley												
Grade and Step Pay Plan - Total Salary												
Step	1	2	3	4	5	6	7	8	9	10	11	12
Grade												
1	\$ 15,080	\$ 15,457	\$ 15,843	\$ 16,240	\$ 16,645	\$ 17,062	\$ 17,488	\$ 17,925	\$ 18,374	\$ 18,833	\$ 19,304	\$ 19,786
2	\$ 15,834	\$ 16,230	\$ 16,636	\$ 17,051	\$ 17,478	\$ 17,915	\$ 18,363	\$ 18,822	\$ 19,292	\$ 19,774	\$ 20,269	\$ 20,776
3	\$ 16,626	\$ 17,041	\$ 17,467	\$ 17,904	\$ 18,352	\$ 18,810	\$ 19,281	\$ 19,763	\$ 20,257	\$ 20,763	\$ 21,282	\$ 21,814
4	\$ 17,457	\$ 17,893	\$ 18,341	\$ 18,799	\$ 19,269	\$ 19,751	\$ 20,245	\$ 20,751	\$ 21,270	\$ 21,801	\$ 22,346	\$ 22,905
5	\$ 18,330	\$ 18,788	\$ 19,258	\$ 19,739	\$ 20,233	\$ 20,739	\$ 21,257	\$ 21,788	\$ 22,333	\$ 22,891	\$ 23,464	\$ 24,050
6	\$ 19,246	\$ 19,727	\$ 20,221	\$ 20,726	\$ 21,244	\$ 21,775	\$ 22,320	\$ 22,878	\$ 23,450	\$ 24,036	\$ 24,637	\$ 25,253
7	\$ 20,209	\$ 20,714	\$ 21,232	\$ 21,762	\$ 22,307	\$ 22,864	\$ 23,436	\$ 24,022	\$ 24,622	\$ 25,238	\$ 25,869	\$ 26,515
8	\$ 21,219	\$ 21,750	\$ 22,293	\$ 22,851	\$ 23,422	\$ 24,007	\$ 24,608	\$ 25,223	\$ 25,853	\$ 26,500	\$ 27,162	\$ 27,841
9	\$ 22,280	\$ 22,837	\$ 23,408	\$ 23,993	\$ 24,593	\$ 25,208	\$ 25,838	\$ 26,484	\$ 27,146	\$ 27,825	\$ 28,520	\$ 29,233
10	\$ 23,394	\$ 23,979	\$ 24,578	\$ 25,193	\$ 25,823	\$ 26,468	\$ 27,130	\$ 27,808	\$ 28,503	\$ 29,216	\$ 29,946	\$ 30,695
11	\$ 24,564	\$ 25,178	\$ 25,807	\$ 26,452	\$ 27,114	\$ 27,792	\$ 28,486	\$ 29,199	\$ 29,929	\$ 30,677	\$ 31,444	\$ 32,230
12	\$ 25,792	\$ 26,437	\$ 27,098	\$ 27,775	\$ 28,469	\$ 29,181	\$ 29,911	\$ 30,658	\$ 31,425	\$ 32,211	\$ 33,016	\$ 33,841
13	\$ 27,082	\$ 27,759	\$ 28,453	\$ 29,164	\$ 29,893	\$ 30,640	\$ 31,406	\$ 32,191	\$ 32,996	\$ 33,821	\$ 34,667	\$ 35,533
14	\$ 28,436	\$ 29,146	\$ 29,875	\$ 30,622	\$ 31,388	\$ 32,172	\$ 32,977	\$ 33,801	\$ 34,646	\$ 35,512	\$ 36,400	\$ 37,310
15	\$ 29,857	\$ 30,604	\$ 31,369	\$ 32,153	\$ 32,957	\$ 33,781	\$ 34,625	\$ 35,491	\$ 36,378	\$ 37,288	\$ 38,220	\$ 39,175
16	\$ 31,350	\$ 32,134	\$ 32,937	\$ 33,761	\$ 34,605	\$ 35,470	\$ 36,357	\$ 37,266	\$ 38,197	\$ 39,152	\$ 40,131	\$ 41,134
17	\$ 32,918	\$ 33,741	\$ 34,584	\$ 35,449	\$ 36,335	\$ 37,243	\$ 38,174	\$ 39,129	\$ 40,107	\$ 41,110	\$ 42,138	\$ 43,191
18	\$ 34,564	\$ 35,428	\$ 36,313	\$ 37,221	\$ 38,152	\$ 39,106	\$ 40,083	\$ 41,085	\$ 42,112	\$ 43,165	\$ 44,244	\$ 45,350
19	\$ 36,292	\$ 37,199	\$ 38,129	\$ 39,082	\$ 40,059	\$ 41,061	\$ 42,087	\$ 43,140	\$ 44,218	\$ 45,324	\$ 46,457	\$ 47,618
20	\$ 38,106	\$ 39,059	\$ 40,036	\$ 41,036	\$ 42,062	\$ 43,114	\$ 44,192	\$ 45,297	\$ 46,429	\$ 47,590	\$ 48,779	\$ 49,999
21	\$ 40,012	\$ 41,012	\$ 42,037	\$ 43,088	\$ 44,165	\$ 45,270	\$ 46,401	\$ 47,561	\$ 48,750	\$ 49,969	\$ 51,218	\$ 52,499
22	\$ 42,012	\$ 43,063	\$ 44,139	\$ 45,243	\$ 46,374	\$ 47,533	\$ 48,721	\$ 49,939	\$ 51,188	\$ 52,468	\$ 53,779	\$ 55,124
23	\$ 44,113	\$ 45,216	\$ 46,346	\$ 47,505	\$ 48,692	\$ 49,910	\$ 51,157	\$ 52,436	\$ 53,747	\$ 55,091	\$ 56,468	\$ 57,880
24	\$ 46,319	\$ 47,477	\$ 48,663	\$ 49,880	\$ 51,127	\$ 52,405	\$ 53,715	\$ 55,058	\$ 56,435	\$ 57,846	\$ 59,292	\$ 60,774
25	\$ 48,635	\$ 49,850	\$ 51,097	\$ 52,374	\$ 53,683	\$ 55,025	\$ 56,401	\$ 57,811	\$ 59,256	\$ 60,738	\$ 62,256	\$ 63,813
26	\$ 51,066	\$ 52,343	\$ 53,651	\$ 54,993	\$ 56,368	\$ 57,777	\$ 59,221	\$ 60,702	\$ 62,219	\$ 63,775	\$ 65,369	\$ 67,003
27	\$ 53,620	\$ 54,960	\$ 56,334	\$ 57,742	\$ 59,186	\$ 60,666	\$ 62,182	\$ 63,737	\$ 65,330	\$ 66,963	\$ 68,638	\$ 70,353
28	\$ 56,301	\$ 57,708	\$ 59,151	\$ 60,630	\$ 62,145	\$ 63,699	\$ 65,291	\$ 66,924	\$ 68,597	\$ 70,312	\$ 72,069	\$ 73,871
29	\$ 59,116	\$ 60,593	\$ 62,108	\$ 63,661	\$ 65,253	\$ 66,884	\$ 68,556	\$ 70,270	\$ 72,027	\$ 73,827	\$ 75,673	\$ 77,565
30	\$ 62,071	\$ 63,623	\$ 65,214	\$ 66,844	\$ 68,515	\$ 70,228	\$ 71,984	\$ 73,783	\$ 75,628	\$ 77,519	\$ 79,457	\$ 81,443
31	\$ 65,175	\$ 66,804	\$ 68,474	\$ 70,186	\$ 71,941	\$ 73,739	\$ 75,583	\$ 77,472	\$ 79,409	\$ 81,395	\$ 83,429	\$ 85,515
32	\$ 68,434	\$ 70,144	\$ 71,898	\$ 73,696	\$ 75,538	\$ 77,426	\$ 79,362	\$ 81,346	\$ 83,380	\$ 85,464	\$ 87,601	\$ 89,791
33	\$ 71,855	\$ 73,652	\$ 75,493	\$ 77,380	\$ 79,315	\$ 81,298	\$ 83,330	\$ 85,413	\$ 87,549	\$ 89,737	\$ 91,981	\$ 94,280
34	\$ 75,448	\$ 77,334	\$ 79,268	\$ 81,249	\$ 83,281	\$ 85,363	\$ 87,497	\$ 89,684	\$ 91,926	\$ 94,224	\$ 96,580	\$ 98,994
35	\$ 79,220	\$ 81,201	\$ 83,231	\$ 85,312	\$ 87,445	\$ 89,631	\$ 91,871	\$ 94,168	\$ 96,522	\$ 98,936	\$ 101,409	\$ 103,944
36	\$ 83,182	\$ 85,261	\$ 87,393	\$ 89,577	\$ 91,817	\$ 94,112	\$ 96,465	\$ 98,877	\$ 101,349	\$ 103,882	\$ 106,479	\$ 109,141
37	\$ 87,341	\$ 89,524	\$ 91,762	\$ 94,056	\$ 96,408	\$ 98,818	\$ 101,288	\$ 103,821	\$ 106,416	\$ 109,076	\$ 111,803	\$ 114,598
38	\$ 91,708	\$ 94,000	\$ 96,350	\$ 98,759	\$ 101,228	\$ 103,759	\$ 106,353	\$ 109,012	\$ 111,737	\$ 114,530	\$ 117,394	\$ 120,328
39	\$ 96,293	\$ 98,700	\$ 101,168	\$ 103,697	\$ 106,289	\$ 108,947	\$ 111,670	\$ 114,462	\$ 117,324	\$ 120,257	\$ 123,263	\$ 126,345
40	\$ 101,108	\$ 103,635	\$ 106,226	\$ 108,882	\$ 111,604	\$ 114,394	\$ 117,254	\$ 120,185	\$ 123,190	\$ 126,270	\$ 129,426	\$ 132,662
41	\$ 106,163	\$ 108,817	\$ 111,538	\$ 114,326	\$ 117,184	\$ 120,114	\$ 123,117	\$ 126,194	\$ 129,349	\$ 132,583	\$ 135,898	\$ 139,295
42	\$ 111,471	\$ 114,258	\$ 117,114	\$ 120,042	\$ 123,043	\$ 126,119	\$ 129,272	\$ 132,504	\$ 135,817	\$ 139,212	\$ 142,693	\$ 146,260
43	\$ 117,045	\$ 119,971	\$ 122,970	\$ 126,044	\$ 129,195	\$ 132,425	\$ 135,736	\$ 139,129	\$ 142,608	\$ 146,173	\$ 149,827	\$ 153,573
44	\$ 122,897	\$ 125,969	\$ 129,119	\$ 132,347	\$ 135,655	\$ 139,047	\$ 142,523	\$ 146,086	\$ 149,738	\$ 153,481	\$ 157,319	\$ 161,251
45	\$ 129,042	\$ 132,268	\$ 135,575	\$ 138,964	\$ 142,438	\$ 145,999	\$ 149,649	\$ 153,390	\$ 157,225	\$ 161,156	\$ 165,184	\$ 169,314
46	\$ 135,494	\$ 138,881	\$ 142,353	\$ 145,912	\$ 149,560	\$ 153,299	\$ 157,131	\$ 161,060	\$ 165,086	\$ 169,213	\$ 173,444	\$ 177,780
47	\$ 142,269	\$ 145,825	\$ 149,471	\$ 153,208	\$ 157,038	\$ 160,964	\$ 164,988	\$ 169,113	\$ 173,340	\$ 177,674	\$ 182,116	\$ 186,669
48	\$ 149,382	\$ 153,117	\$ 156,945	\$ 160,868	\$ 164,890	\$ 169,012	\$ 173,237	\$ 177,568	\$ 182,008	\$ 186,558	\$ 191,222	\$ 196,002
49	\$ 156,851	\$ 160,772	\$ 164,792	\$ 168,912	\$ 173,134	\$ 177,463	\$ 181,899	\$ 186,447	\$ 191,108	\$ 195,886	\$ 200,783	\$ 205,802
50	\$ 164,694	\$ 168,811	\$ 173,031	\$ 177,357	\$ 181,791	\$ 186,336	\$ 190,994	\$ 195,769	\$ 200,663	\$ 205,680	\$ 210,822	\$ 216,092

**Town of Chino Valley**  
**Grade and Step Pay Plan - Hourly Rate**

Step	1	2	3	4	5	6	7	8	9	10	11	12
Grade 1	\$ 7.25	\$ 7.43	\$ 7.62	\$ 7.81	\$ 8.00	\$ 8.20	\$ 8.41	\$ 8.62	\$ 8.83	\$ 9.05	\$ 9.28	\$ 9.51
2	\$ 7.61	\$ 7.80	\$ 8.00	\$ 8.20	\$ 8.40	\$ 8.61	\$ 8.83	\$ 9.05	\$ 9.28	\$ 9.51	\$ 9.74	\$ 9.99
3	\$ 7.99	\$ 8.19	\$ 8.40	\$ 8.61	\$ 8.82	\$ 9.04	\$ 9.27	\$ 9.50	\$ 9.74	\$ 9.98	\$ 10.23	\$ 10.49
4	\$ 8.39	\$ 8.60	\$ 8.82	\$ 9.04	\$ 9.26	\$ 9.50	\$ 9.73	\$ 9.98	\$ 10.23	\$ 10.48	\$ 10.74	\$ 11.01
5	\$ 8.81	\$ 9.03	\$ 9.26	\$ 9.49	\$ 9.73	\$ 9.97	\$ 10.22	\$ 10.48	\$ 10.74	\$ 11.01	\$ 11.28	\$ 11.56
6	\$ 9.25	\$ 9.48	\$ 9.72	\$ 9.96	\$ 10.21	\$ 10.47	\$ 10.73	\$ 11.00	\$ 11.27	\$ 11.56	\$ 11.84	\$ 12.14
7	\$ 9.72	\$ 9.96	\$ 10.21	\$ 10.46	\$ 10.72	\$ 10.99	\$ 11.27	\$ 11.55	\$ 11.84	\$ 12.13	\$ 12.44	\$ 12.75
8	\$ 10.20	\$ 10.46	\$ 10.72	\$ 10.99	\$ 11.26	\$ 11.54	\$ 11.83	\$ 12.13	\$ 12.43	\$ 12.74	\$ 13.06	\$ 13.39
9	\$ 10.71	\$ 10.98	\$ 11.25	\$ 11.54	\$ 11.82	\$ 12.12	\$ 12.42	\$ 12.73	\$ 13.05	\$ 13.38	\$ 13.71	\$ 14.05
10	\$ 11.25	\$ 11.53	\$ 11.82	\$ 12.11	\$ 12.41	\$ 12.73	\$ 13.04	\$ 13.37	\$ 13.70	\$ 14.05	\$ 14.40	\$ 14.76
11	\$ 11.81	\$ 12.10	\$ 12.41	\$ 12.72	\$ 13.04	\$ 13.36	\$ 13.70	\$ 14.04	\$ 14.39	\$ 14.75	\$ 15.12	\$ 15.50
12	\$ 12.40	\$ 12.71	\$ 13.03	\$ 13.35	\$ 13.69	\$ 14.03	\$ 14.38	\$ 14.74	\$ 15.11	\$ 15.49	\$ 15.87	\$ 16.27
13	\$ 13.02	\$ 13.35	\$ 13.68	\$ 14.02	\$ 14.37	\$ 14.73	\$ 15.10	\$ 15.48	\$ 15.86	\$ 16.26	\$ 16.67	\$ 17.08
14	\$ 13.67	\$ 14.01	\$ 14.36	\$ 14.72	\$ 15.09	\$ 15.47	\$ 15.85	\$ 16.25	\$ 16.66	\$ 17.07	\$ 17.50	\$ 17.94
15	\$ 14.35	\$ 14.71	\$ 15.08	\$ 15.46	\$ 15.84	\$ 16.24	\$ 16.65	\$ 17.06	\$ 17.49	\$ 17.93	\$ 18.37	\$ 18.83
16	\$ 15.07	\$ 15.45	\$ 15.84	\$ 16.23	\$ 16.64	\$ 17.05	\$ 17.48	\$ 17.92	\$ 18.36	\$ 18.82	\$ 19.29	\$ 19.78
17	\$ 15.83	\$ 16.22	\$ 16.63	\$ 17.04	\$ 17.47	\$ 17.91	\$ 18.35	\$ 18.81	\$ 19.28	\$ 19.76	\$ 20.26	\$ 20.76
18	\$ 16.62	\$ 17.03	\$ 17.46	\$ 17.89	\$ 18.34	\$ 18.80	\$ 19.27	\$ 19.75	\$ 20.25	\$ 20.75	\$ 21.27	\$ 21.80
19	\$ 17.45	\$ 17.88	\$ 18.33	\$ 18.79	\$ 19.26	\$ 19.74	\$ 20.23	\$ 20.74	\$ 21.26	\$ 21.79	\$ 22.33	\$ 22.89
20	\$ 18.32	\$ 18.78	\$ 19.25	\$ 19.73	\$ 20.22	\$ 20.73	\$ 21.25	\$ 21.78	\$ 22.32	\$ 22.88	\$ 23.45	\$ 24.04
21	\$ 19.24	\$ 19.72	\$ 20.21	\$ 20.72	\$ 21.23	\$ 21.76	\$ 22.31	\$ 22.87	\$ 23.44	\$ 24.02	\$ 24.62	\$ 25.24
22	\$ 20.20	\$ 20.70	\$ 21.22	\$ 21.75	\$ 22.30	\$ 22.85	\$ 23.42	\$ 24.01	\$ 24.61	\$ 25.22	\$ 25.86	\$ 26.50
23	\$ 21.21	\$ 21.74	\$ 22.28	\$ 22.84	\$ 23.41	\$ 24.00	\$ 24.59	\$ 25.21	\$ 25.84	\$ 26.49	\$ 27.15	\$ 27.83
24	\$ 22.27	\$ 22.83	\$ 23.40	\$ 23.98	\$ 24.58	\$ 25.19	\$ 25.82	\$ 26.47	\$ 27.13	\$ 27.81	\$ 28.51	\$ 29.22
25	\$ 23.38	\$ 23.97	\$ 24.57	\$ 25.18	\$ 25.81	\$ 26.45	\$ 27.12	\$ 27.79	\$ 28.49	\$ 29.20	\$ 29.93	\$ 30.68
26	\$ 24.55	\$ 25.16	\$ 25.79	\$ 26.44	\$ 27.10	\$ 27.78	\$ 28.47	\$ 29.18	\$ 29.91	\$ 30.66	\$ 31.43	\$ 32.21
27	\$ 25.78	\$ 26.42	\$ 27.08	\$ 27.76	\$ 28.45	\$ 29.17	\$ 29.90	\$ 30.64	\$ 31.41	\$ 32.19	\$ 33.00	\$ 33.82
28	\$ 27.07	\$ 27.74	\$ 28.44	\$ 29.15	\$ 29.88	\$ 30.62	\$ 31.39	\$ 32.17	\$ 32.98	\$ 33.80	\$ 34.65	\$ 35.51
29	\$ 28.42	\$ 29.13	\$ 29.86	\$ 30.61	\$ 31.37	\$ 32.16	\$ 32.96	\$ 33.78	\$ 34.63	\$ 35.49	\$ 36.38	\$ 37.29
30	\$ 29.84	\$ 30.59	\$ 31.35	\$ 32.14	\$ 32.94	\$ 33.76	\$ 34.61	\$ 35.47	\$ 36.36	\$ 37.27	\$ 38.20	\$ 39.16
31	\$ 31.33	\$ 32.12	\$ 32.92	\$ 33.74	\$ 34.59	\$ 35.45	\$ 36.34	\$ 37.25	\$ 38.18	\$ 39.13	\$ 40.11	\$ 41.11
32	\$ 32.90	\$ 33.72	\$ 34.57	\$ 35.43	\$ 36.32	\$ 37.22	\$ 38.15	\$ 39.11	\$ 40.09	\$ 41.09	\$ 42.12	\$ 43.17
33	\$ 34.55	\$ 35.41	\$ 36.29	\$ 37.20	\$ 38.13	\$ 39.09	\$ 40.06	\$ 41.06	\$ 42.09	\$ 43.14	\$ 44.22	\$ 45.33
34	\$ 36.27	\$ 37.18	\$ 38.11	\$ 39.06	\$ 40.04	\$ 41.04	\$ 42.07	\$ 43.12	\$ 44.20	\$ 45.30	\$ 46.43	\$ 47.59
35	\$ 38.09	\$ 39.04	\$ 40.01	\$ 41.02	\$ 42.04	\$ 43.09	\$ 44.17	\$ 45.27	\$ 46.41	\$ 47.57	\$ 48.75	\$ 49.97
36	\$ 39.99	\$ 40.99	\$ 42.02	\$ 43.07	\$ 44.14	\$ 45.25	\$ 46.38	\$ 47.54	\$ 48.73	\$ 49.94	\$ 51.19	\$ 52.47
37	\$ 41.99	\$ 43.04	\$ 44.12	\$ 45.22	\$ 46.35	\$ 47.51	\$ 48.70	\$ 49.91	\$ 51.16	\$ 52.44	\$ 53.75	\$ 55.10
38	\$ 44.09	\$ 45.19	\$ 46.32	\$ 47.48	\$ 48.67	\$ 49.88	\$ 51.13	\$ 52.41	\$ 53.72	\$ 55.06	\$ 56.44	\$ 57.85
39	\$ 46.29	\$ 47.45	\$ 48.64	\$ 49.85	\$ 51.10	\$ 52.38	\$ 53.69	\$ 55.03	\$ 56.41	\$ 57.82	\$ 59.26	\$ 60.74
40	\$ 48.61	\$ 49.82	\$ 51.07	\$ 52.35	\$ 53.66	\$ 55.00	\$ 56.37	\$ 57.78	\$ 59.23	\$ 60.71	\$ 62.22	\$ 63.78
41	\$ 51.04	\$ 52.32	\$ 53.62	\$ 54.96	\$ 56.34	\$ 57.75	\$ 59.19	\$ 60.67	\$ 62.19	\$ 63.74	\$ 65.34	\$ 66.97
42	\$ 53.59	\$ 54.93	\$ 56.31	\$ 57.71	\$ 59.16	\$ 60.63	\$ 62.15	\$ 63.70	\$ 65.30	\$ 66.93	\$ 68.60	\$ 70.32
43	\$ 56.27	\$ 57.68	\$ 59.12	\$ 60.60	\$ 62.11	\$ 63.67	\$ 65.26	\$ 66.89	\$ 68.56	\$ 70.28	\$ 72.03	\$ 73.83
44	\$ 59.09	\$ 60.56	\$ 62.08	\$ 63.63	\$ 65.22	\$ 66.85	\$ 68.52	\$ 70.23	\$ 71.99	\$ 73.79	\$ 75.63	\$ 77.52
45	\$ 62.04	\$ 63.59	\$ 65.18	\$ 66.81	\$ 68.48	\$ 70.19	\$ 71.95	\$ 73.75	\$ 75.59	\$ 77.48	\$ 79.42	\$ 81.40
46	\$ 65.14	\$ 66.77	\$ 68.44	\$ 70.15	\$ 71.90	\$ 73.70	\$ 75.54	\$ 77.43	\$ 79.37	\$ 81.35	\$ 83.39	\$ 85.47
47	\$ 68.40	\$ 70.11	\$ 71.86	\$ 73.66	\$ 75.50	\$ 77.39	\$ 79.32	\$ 81.30	\$ 83.34	\$ 85.42	\$ 87.56	\$ 89.74
48	\$ 71.82	\$ 73.61	\$ 75.45	\$ 77.34	\$ 79.27	\$ 81.26	\$ 83.29	\$ 85.37	\$ 87.50	\$ 89.69	\$ 91.93	\$ 94.23
49	\$ 75.41	\$ 77.29	\$ 79.23	\$ 81.21	\$ 83.24	\$ 85.32	\$ 87.45	\$ 89.64	\$ 91.88	\$ 94.18	\$ 96.53	\$ 98.94
50	\$ 79.18	\$ 81.16	\$ 83.19	\$ 85.27	\$ 87.40	\$ 89.58	\$ 91.82	\$ 94.12	\$ 96.47	\$ 98.88	\$ 101.36	\$ 103.89

# REVENUE PROJECTIONS – 5 YEAR

Town of Chino Valley					
Total Revenue Summary					
Description	Budget FY 14-15	Budget FY 15-16	Budget FY 16-17	Budget FY 17-18	Budget FY 18-19
<b>GENERAL FUND</b>					
CABLE FRANCHISE FEES	65,000	66,000	67,000	68,000	69,000
WATER FRANCHISE FEES	8,000	8,000	8,000	8,000	8,000
GAS FRANCHISE FEES	50,000	51,000	52,000	53,000	54,000
ELECTRIC FRANCHISE FEES	19,000	19,500	20,000	20,500	21,000
TOWN SALES TAX-RETAIL	3,500,000	3,600,000	3,672,000	3,745,440	3,820,349
CONSTRUCTION SALES TAX	234,363	239,988	245,747	251,645	257,685
BED TAX	21,000	21,462	21,934	22,417	22,910
BUILDING PERMITS	100,000	102,200	104,448	106,746	109,095
BUSINESS LICENSES	57,000	58,000	59,000	60,000	61,000
PLAN CHECK FEES	50,000	51,000	52,020	53,060	54,122
SIGN PERMITS	5,000	5,000	5,000	5,000	5,000
ZONING PERMITS	5,000	5,000	5,000	5,000	5,000
GRADING PERMITS	-	-	-	-	-
P.A.N.T.	18,000	18,000	20,000	20,000	20,000
VEHICLE LICENSE TAX	597,000	615,000	633,000	652,000	672,000
COUNTY LIBRARY FUNDS	101,500	103,530	105,601	107,713	109,867
SENIOR NUTRITION REVENUE	58,000	60,000	62,000	64,000	66,000
VICTIM/WITNESS GRANT	-	-	-	-	-
BULLET PROOF VEST PARTNERSHIP	2,500	2,500	2,500	2,500	2,500
STATE SHARED SALES TAX	977,000	1,000,000	1,024,000	1,048,000	1,073,000
STATE SHARED INCOME TAX	1,309,000	1,350,000	1,390,000	1,431,000	1,474,000
SALE OF PRINTED MATTER	100	100	100	100	100
COPIER FEES	500	500	500	500	500
GIS PRODUCT REVENUE	-	-	-	-	-
ENGINEERING SERVICES	2,500	2,500	2,500	2,500	2,500
ENGINEERING INSPECTIONS	-	-	-	-	-
SPECIAL REC PROGRAM INCOME	-	-	-	-	-
ADULT SPORTS	1,000	1,000	1,000	1,000	1,000
PROGRAM INCOME	1,000	1,000	1,000	1,000	1,000
AQUATIC CENTER ENTRANCE FEES	38,000	40,000	40,000	41,000	41,000
AQUATIC CENTER CONCESSIONS	10,000	10,000	10,000	10,000	10,000
RECREATION CONCESSIONS	-	-	-	-	-
FACILITIES USE/UTILITY REIMBURSE	2,500	3,000	3,000	3,000	3,000
AQUATIC CTR PROGRAM FEES	15,000	15,000	15,000	15,000	15,000
FACILITIES USE-RECREATION	1,000	1,000	1,000	1,000	1,000
FACILITIES USE-SENIOR CENTER	6,000	6,000	6,000	6,000	6,000
FACILITIES USE-AQUATIC CENTER	2,000	2,000	2,000	2,000	2,000
FACILITIES USE-PARKS	7,000	7,000	7,000	7,000	7,000
COPIES & MAPS (LIBRARY)	100	100	100	100	100
S/C NUTRITION PROGRAM INCOME	8,500	8,500	9,000	9,000	9,000
RECREATION CLASSES INCOME	-	-	-	1,000	1,001
POLICE REPORTS	3,000	3,000	3,000	3,000	3,000
INTACT DOG RECOVERY FEES	-	-	-	-	-
ANIMAL CONTROL FEES	24,000	24,000	24,000	24,000	24,000
LIBRARY FINES	3,000	3,000	3,000	3,500	3,500
LOST BOOKS	1,000	1,000	1,000	1,000	1,000
TRAFFIC FINES	85,000	86,700	83,000	85,000	87,000
REIMBURSEMENT COURT ATTORNEY	5,000	5,000	5,000	5,000	5,000
RESTITUTION	-	-	-	-	-
BOND FORFEITURES	-	-	-	-	-
ADMINISTRATIVE FEES-FINANCE	2,000	2,000	2,000	2,000	2,000
MISCELLANEOUS REVENUE	300	300	300	300	300
SALE OF FIXED ASSETS	-	-	-	-	-

Town of Chino Valley					
Total Revenue Summary					
Description	Budget FY 14-15	Budget FY 15-16	Budget FY 16-17	Budget FY 17-18	Budget FY 18-19
<b>GENERAL FUND</b>					
DONATIONS/FUNDRAISING	-	-	-	-	-
SENIOR CTR THRIFT STORE	1,000	1,000	1,000	1,000	1,000
ANIMAL SHELTER DONATIONS	-	-	-	-	-
RECREATION SPONSORSHIPS	-	-	-	-	-
AQUATIC CTR SPONSORSHIPS	-	-	-	-	-
LIBRARY CONTRIBUTIONS	4,800	4,800	4,800	4,800	4,800
SR CTR PROGRAM INCOME	2,000	2,000	2,000	2,000	2,000
INTEREST INCOME - HERMAN ESTATE	50	50	50	50	50
INTEREST INCOME	500	500	500	500	500
TFRS FROM CAPITAL IMPROVE FUND	100,000	100,000	100,000	100,000	100,000
TFRS FROM PD SPECIAL REVENUE FUND	10,000	10,000	10,000	10,000	10,000
<b>TOTAL GENERAL FUND</b>	<b>7,514,213</b>	<b>7,717,230</b>	<b>7,887,100</b>	<b>8,066,371</b>	<b>8,248,877</b>
	1%	3%	2%	2%	2%
<b>HIGHWAY USER REVENUE FUND</b>					
RIGHT-OF-WAY PERMITS	1,000	1,000	1,000	1,000	1,000
DRIVEWAY PERMITS	350	350	350	350	350
MISCELLANEOUS REVENUE	-	-	-	-	-
INTEREST INCOME	1,000	1,000	1,000	1,000	1,000
SALE OF FIXED ASSETS	-	-	-	-	-
HIGHWAY USER REVENUE	805,000	821,100	837,000	854,000	871,000
INTERFUND CHARGES	-	-	-	-	-
CARRYOVER	-	-	-	-	-
<b>TOTAL HIGHWAY USER REVENUE FUND</b>	<b>807,350</b>	<b>823,450</b>	<b>839,350</b>	<b>856,350</b>	<b>873,350</b>
	4%	2%	2%	2%	2%
<b>CDBG GRANT</b>					
CDBG GRANTS	264,000	-	-	-	300,000
	<b>264,000</b>	-	-	-	<b>300,000</b>
<b>WATER ENTERPRISE FUND</b>					
WATER SERVICE FEES	363,000	377,000	392,000	408,000	424,000
WATER SYSTEM BUY-IN FEES	60,000	60,000	60,000	60,000	60,000
WATER METER FEES	5,000	5,000	5,000	5,000	5,000
MISCELLANEOUS REVENUE	5,000	5,000	5,000	5,000	5,000
TFRS FROM CAPT. IMPROVEMENT FUND	280,700	169,482	173,035	170,685	168,646
<b>TOTAL WATER ENTERPRISE FUND</b>	<b>713,700</b>	<b>616,482</b>	<b>635,035</b>	<b>648,685</b>	<b>662,646</b>
	5%	-14%	3%	2%	2%
<b>CAPITAL IMPROVEMENT FUND</b>					
1% TPT REVENUES-RETAIL/OTHER	1,160,760	1,183,975	1,207,655	1,231,808	1,256,444
1% CONSTRUCTION TPT REVENUES	70,000	71,000	73,000	75,000	77,000
1% BED TAX REVENUES	10,000	10,300	10,600	11,000	11,300
MISC. CAPITAL PROJECTS	2,000,000	2,000,000	2,000,000	2,000,000	2,000,000
INTEREST INCOME BOND REVENUES	-	-	-	-	-
INTEREST INCOME LGIP	800	800	800	800	800
YAVAPAI COUNTY DRAINAGE DISTRICT	400,000	500,000	-	-	-
BOND PROCEEDS	9,000,000	3,900,000	-	-	-
LEASE PURCHASE PROCEEDS	1,200,000	150,000	-	-	-
TFRS IN FROM ROAD IMPACT FEES	886,000	-	-	-	-
CARRYOVER	-	-	-	-	-
<b>TOTAL CAPITAL IMPROVEMENT FUND</b>	<b>14,727,560</b>	<b>7,816,075</b>	<b>3,292,055</b>	<b>3,318,608</b>	<b>3,345,544</b>
	586%	-47%	-58%	1%	1%

Town of Chino Valley					
Total Revenue Summary					
Description	Budget FY 14-15	Budget FY 15-16	Budget FY 16-17	Budget FY 17-18	Budget FY 18-19
<b>SEWER ENTERPRISE FUND</b>					
SEWER SERVICE FEES	1,301,423	1,405,537	1,517,980	1,639,419	1,770,572
SEWER SYSTEM BUY-IN FEES	50,000	50,000	50,000	50,000	50,000
CHINO MEADOWS SEWER HOOKUPS	95,000	95,000	95,000	95,000	95,000
MISCELLANEOUS REVENUE	33,000	34,000	35,000	36,000	37,000
ECCBG EXPS (SOLAR PANELS PJT)					
INTEREST INCOME	25,000	26,000	27,000	28,000	29,000
CARRYOVER	-	-	-	-	-
TFRS FROM CAPT. IMPROVEMENT FUND	-	-	-	-	-
<b>TOTAL SEWER ENTERPRISE FUND</b>	<b>1,504,423</b>	<b>1,610,537</b>	<b>1,724,980</b>	<b>1,848,419</b>	<b>1,981,572</b>
	4%	7%	7%	7%	7%
<b>GRANTS FUND</b>					
<b>TOTAL GRANTS FUND</b>	<b>3,470,000</b>	<b>650,000</b>	<b>650,000</b>	<b>650,000</b>	<b>650,000</b>
	396%	-81%	0%	0%	0%
<b>DEBT SERVICE FUND</b>					
TFRS FROM GENERAL FUND					
TFRS FROM CAPITAL IMPROVE FUND	739,432	736,944	739,244	889,044	889,044
TFRS FROM CAPITAL REPLACE FUND					
<b>TOTAL DEBT SERVICE FUND</b>	<b>739,432</b>	<b>736,944</b>	<b>739,244</b>	<b>889,044</b>	<b>889,044</b>
	26%	0%	0%	20%	0%
<b>SPECIAL REVENUE FUND - COURT</b>					
COURT IMPROVEMENT FEES	12,000	12,000	12,000	12,000	12,000
COURT COLLECTION FEES	3,500	3,500	3,500	3,500	3,500
INTEREST INCOME-LGIP	100	100	100	100	100
<b>TOTAL SPECIAL REVENUE FUND</b>	<b>15,600</b>	<b>15,600</b>	<b>15,600</b>	<b>15,600</b>	<b>15,600</b>
	93%	0%	0%	0%	0%
<b>CAPITAL ASSET REPLACEMENT FUND</b>					
INTEREST INCOME LGIP	500	500	500	500	500
CARRYOVER	-	-	-	-	-
<b>TOTAL CAPITAL ASSET REPLACEMENT FUND</b>	<b>500</b>	<b>500</b>	<b>500</b>	<b>500</b>	<b>500</b>
	149%	0%	0%	0%	0%
<b>IMPACT FEES</b>					
POLICE IMPACT FEES - RESIDENTIAL	-	-	-	-	-
INTEREST INCOME LGIP	111	-	-	-	-
CARRYOVER	-	-	-	-	-
LIBRARY IMPACT FEES-RESIDENTIAL	-	-	-	-	-
LIBRARY CONSTRUCT GRANT					
INTEREST INCOME LGIP	-	-	-	-	-
CARRYOVER	-	-	-	-	-
PARKS/REC IMPACT FEES - RESIDENTIAL	-	-	-	-	-
INTEREST INCOME LGIP	-	-	-	-	-
CARRYOVER	-	-	-	-	-
ROADS IMPACT FEES - RESIDENTIAL	-	-	-	-	-
INTEREST INCOME LGIP	1,000	-	-	-	-
CARRYOVER	-	-	-	-	-
<b>TOTAL IMPACT FEE</b>	<b>1,111</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>
	-99%	-100%			
<b>SPECIAL REVENUE FUND - PD</b>					
INTEREST INCOME LGIP					
VEHICLE HEARING FEE REVENUE	15,000	15,000	15,000	15,000	15,000
VEHICLE TOWING FEE	10,000	10,000	10,000	10,000	10,000
VEHICLE IMPOUND FEE REVENUE	15,000	15,000	15,000	15,000	15,000
CARRYOVER					
<b>TOTAL SPECIAL REVENUE FUND -PD</b>	<b>40,000</b>	<b>40,000</b>	<b>40,000</b>	<b>40,000</b>	<b>40,000</b>
	17%	0%	0%	0%	0%
<b>LIGHTING IMPROVEMENT DISTRICTS</b>					
CVSLID #1 TAX REVENUES	2,000	2,000	2,000	2,000	2,000
CVSLID #2 TAX REVENUES	1,000	1,000	1,000	1,000	1,000
CVSLID #3A TAX REVENUES	1,000	1,000	1,000	1,000	1,000
<b>TOTAL LIGHTING IMPROVEMENT DISTRICT</b>	<b>4,000</b>	<b>4,000</b>	<b>4,000</b>	<b>4,000</b>	<b>4,000</b>
	8%	0%	0%	0%	0%
<b>TOTAL REVENUE PLUS CARRYOVER AND TRANSFERS</b>					
	<b>29,801,889</b>	<b>20,030,818</b>	<b>15,827,864</b>	<b>16,337,576</b>	<b>17,011,133</b>
	113%	-33%	-21%	3%	4%

## EXPENDITURE PROJECTIONS – 5 YEAR

Town of Chino Valley							
Total Expenditure Summary by Department							
	Description	2014-15 Adopted Budget	% Change Adopted to Adopted	2015-16 Projected	2016-17 Projected	2017-18 Projected	2018-19 Projected
GENERAL FUND							
	41 PROSECUTOR	122,800	3%	126,484	130,279	134,187	138,212
	42 TOWN CLERK	244,100	4%	162,259	213,924	171,198	219,356
	43 TOWN MANAGER	406,600	17%	419,458	432,702	446,343	460,393
	44 HUMAN RESOURCES	69,850	4%	71,811	74,355	76,975	79,675
	45 MUNICIPAL COURT	312,550	6%	321,927	333,784	341,598	351,846
	46 FINANCE	304,450	9%	328,004	337,844	347,979	358,418
	47 MGMT INFORMATION	245,650	0%	256,625	264,323	272,253	280,421
	50 MAYOR AND COUNCIL	31,750	7%	27,050	29,150	28,950	29,750
	55 PLANNING	170,850	23%	175,976	181,255	186,692	192,293
	56 BUILDING INSPECTION	273,500	18%	305,975	314,704	323,695	332,956
	60 POLICE	2,613,000	5%	2,690,220	2,769,757	2,851,679	2,936,060
	61 ANIMAL CONTROL	143,850	57%	143,016	147,306	151,725	156,277
	63 RECREATION	69,400	-7%	70,657	71,952	73,285	74,659
	64 LIBRARY	287,700	2%	296,322	308,712	317,777	329,273
	66 SENIOR CENTER	230,750	16%	236,790	241,713	247,999	253,200
	68 PARKS MAINTENANCE	396,500	3%	386,606	396,944	407,593	418,560
	69 AQUATICS CENTER	249,750	-10%	220,958	227,586	234,414	241,446
	70 PUBLIC WORKS ADMIN						
	71 FACILITIES MAINTENANCE	346,650	-1%	320,545	330,161	340,066	350,268
	73 FLEET MAINTENANCE	336,600	1%	385,838	397,413	409,336	421,616
	74 ENGINEERING	74,750	15%	77,818	80,546	83,358	86,253
	95 NON DEPARTMENTAL	923,250	4%	803,000	784,000	779,500	785,000
	<b>TOTAL GENERAL FUND</b>	<b>7,854,300</b>	<b>6%</b>	<b>7,827,335</b>	<b>8,068,409</b>	<b>8,226,601</b>	<b>8,495,932</b>
HIGHWAY USER REVENUE FUND							
	278 ROAD MAINTENANCE	1,200,350	18%	902,331	905,120	933,744	963,226
CDBG GRANTS							
	390 CDBG PROJECTS	264,000		-	-	-	300,000
WATER ENTERPRISE FUND							
	482 WATER UTILITY OPERATION	611,800	13%	515,769	530,672	546,022	561,833
	495 WATER ENTERPRISE FUND EX	101,900	-33%	100,713	104,363	102,663	100,813
		713,700	3%	616,482	635,035	648,685	662,646
CAPITAL IMPROVEMENT FUND							
	590 MISC CAPITAL PROJECTS	14,896,132	157%	7,553,926	3,012,479	3,159,729	3,203,440
SEWER ENTERPRISE FUND							
	683 SEWER	982,100	10%	993,473	1,020,637	1,048,616	1,077,435
	695 CAP/DEBT CONTINGENCIES	771,814	-2%	771,814	771,815	771,815	771,815
		1,753,914	4%	1,765,287	1,792,452	1,820,431	1,849,250

Town of Chino Valley							
Total Expenditure Summary by Department							
	Description	2014-15 Adopted Budget	% Change Adopted to Adopted	2015-16 Projected	2016-17 Projected	2017-18 Projected	2018-19 Projected
GRANTS FUND							
	7 GRANTS	3,470,000	396%	650,000	650,000	650,000	650,000
DEBT SERVICE FUND							
	8 DEBT SERVICE	741,932	26%	736,944	741,744	891,544	937,294
SPECIAL REVENUE FUND COURT							
	9 SPECIAL REV FUND	35,000	124%	1,000	1,000	1,000	1,000
CAPITAL ASSET REPLACEMENT							
	10 ASSET REPLACEMENT EXPEN	10,000	-67%	10,000	10,000	10,000	10,000
IMPACT FEE FUNDS							
	11 TOTAL IMPACT FEES	989,578	-9%	287,487	-	-	-
SPECIAL REVENUE FUND PD							
	16 VEHICLE IMPOUND EXPEND	40,000		40,000	40,000	40,000	40,000
LIGHTING IMPROVEMENT DISTRICTS							
	40 CVSLID	4,000	5%	4,000	4,000	4,000	4,000
TOTAL EXPENDITURES		31,972,906	68%	20,394,791	15,860,240	16,385,734	17,116,788

## OTHER COMMUNITY COMPARISONS

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The following pages summarize a comparison between the Town of Chino Valley and other cities and towns within Arizona with a comparative population and the Towns neighbors the City of Prescott and the Town of Prescott Valley.

Data was compiled from the following sources:

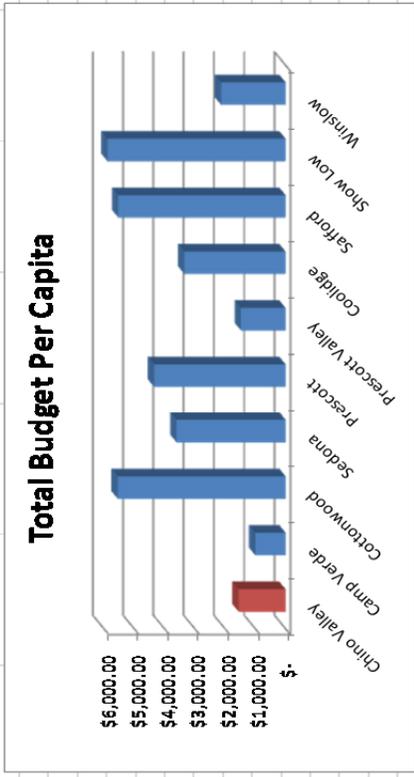
- Each communities annual financial report.
- Each communities prior year budget.
- Arizona Department of Revenue Abstract of the Tax Role.
- League of Arizona Cities and Towns 2013 Salary and Benefit Survey.
- League of Arizona Cities and Towns 2014 Arizona Local Government Directory.
- Arizona Department of Revenue Transaction Privilege and Other Tax Rate Tables, January 1, 2014.
- Water Infrastructure Finance Authority of Arizona 2012 Water and Wastewater Residential Rate Survey.

Although each community is different, a per capita analysis of the following data points, helps the determine how the Town of Chino Valley compares with other communities.

Other City and Towns Comparisons

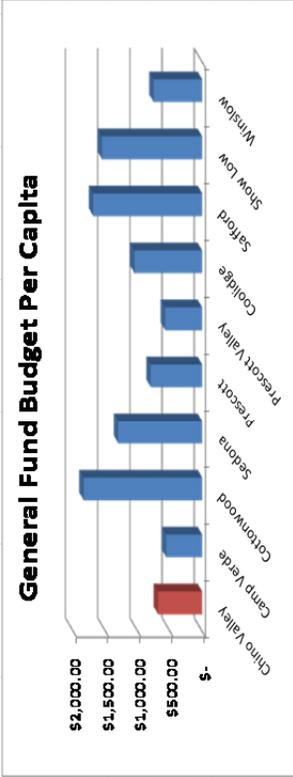
County	Chino Valley Yavapai	Camp Verde Yavapai	Cottonwood Yavapai	Sedona Yavapai	Prescott Yavapai	Prescott Valley Yavapai	Coolidge Pinal	Safford Graham	Show Low Navajo	Winslow Navajo
2010 Census	10,817	10,873	11,265	10,031	39,843	38,822	11,825	9,566	10,660	9,655
Area Square Miles Within Limits	63.5	47	15.75	19	42.6	33	65	6.2	65	11.2
Property Tax	No	No	No	No	Yes	No	Yes	Yes	No	Yes
Utilities										
Water	Yes	No	Yes	No	Yes	Yes	No	Yes	Yes	Yes
Sewer	Yes	No	Yes	Yes	Yes	Yes	Yes	Yes	Yes	Yes
Airport	No	No	Yes	No	Yes	No	Yes	Yes	Yes	
Cemetery	No	No	Yes	No	No	No	No	Yes	Yes	Yes
Sanitation	No	No	No	No	Yes	No	Yes	Yes	Yes	Yes
Electric								Yes		
Gas								Yes		
Golf Course					Yes			Yes		

Budget Information	Chino Valley	Camp Verde	Cottonwood	Sedona	Prescott	Prescott Valley	Coolidge	Safford	Show Low	Winslow
Total Budget	\$ 16,769,266	\$ 10,876,697	\$ 62,462,320	\$ 36,145,299	\$ 173,123,611	\$ 57,272,948	\$ 39,528,982	\$ 52,845,867	\$ 62,722,900	\$ 20,587,575
Total Budget Per Capita	\$ 1,550.27	\$ 1,000.34	\$ 5,544.81	\$ 3,603.36	\$ 4,345.14	\$ 1,475.27	\$ 3,342.83	\$ 5,524.34	\$ 5,883.95	\$ 2,132.32

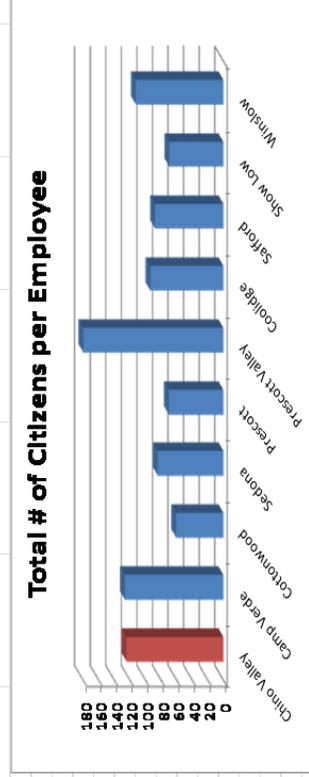


Other City and Towns Comparisons

	Chino Valley	Camp Verde	Cottonwood	Sedona	Prescott	Prescott Valley	Coolidge	Safford	Show Low	Winslow
Total General Fund Budget	\$ 7,402,230	\$ 6,072,622	\$ 20,705,090	\$ 13,070,504	\$ 31,796,748	\$ 22,345,942	\$ 12,438,781	\$ 16,164,895	\$ 16,590,600	\$ 7,267,602
General Fund Budget Per Capita	\$ 684.31	\$ 558.50	\$ 1,838.00	\$ 1,303.01	\$ 798.05	\$ 575.60	\$ 1,051.91	\$ 1,689.83	\$ 1,556.34	\$ 752.73



Enterprise Fund	\$ 2,317,960	\$ 995,925	\$ 17,005,875	\$ 12,218,860	\$ 99,838,620	\$ 19,670,314	\$ 3,098,714	\$ 28,976,598	\$ 14,485,300	\$ 4,315,398
# of Employees	69	71	139	100	333	198	91	61	104	64
General fund	11	8	17	1	46	15	24	10	23	4
Special Revenue Funds	7	7	30	13	192	3	11	38	26	18
Enterprise Funds	87	86	186	119	570	216	126	109	153	86
Total Employees	124	126	61	84	70	180	94	88	69	112

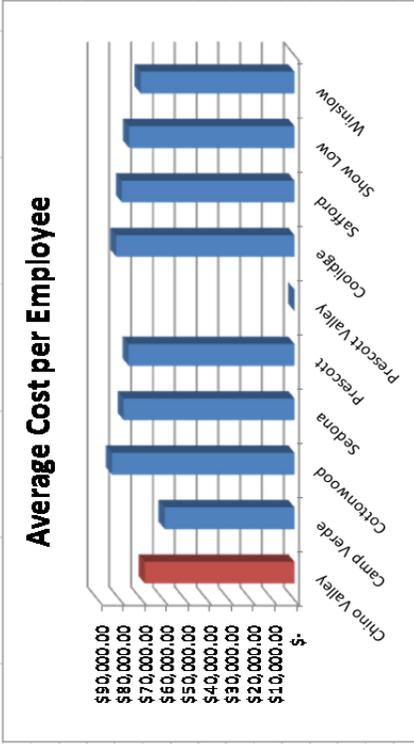


Total Personnel Compensation	\$ 4,887,788	\$ 4,268,925	\$ 12,044,137	\$ 7,809,412	\$ 27,913,524	*	\$ 7,220,994	\$ 5,175,029	\$ 8,691,900	\$ 4,178,295
General fund	\$ 667,912	\$ 467,645	\$ 1,572,383	\$ 84,056	\$ 3,528,154	*	\$ 2,298,781	\$ 615,998	\$ 1,257,000	\$ 394,670
Special Revenue Funds	\$ 412,378	\$ 379,485	\$ 1,943,148	\$ 1,426,622	\$ 11,909,773		\$ 769,671	\$ 2,831,311	\$ 1,700,300	\$ 1,550,957
Enterprise Funds	\$ 5,968,078	\$ 5,116,055	\$ 15,559,668	\$ 9,314,090	\$ 43,345,451		\$ -	\$ 8,622,338	\$ 11,629,200	\$ 6,069,922
Total Employees										

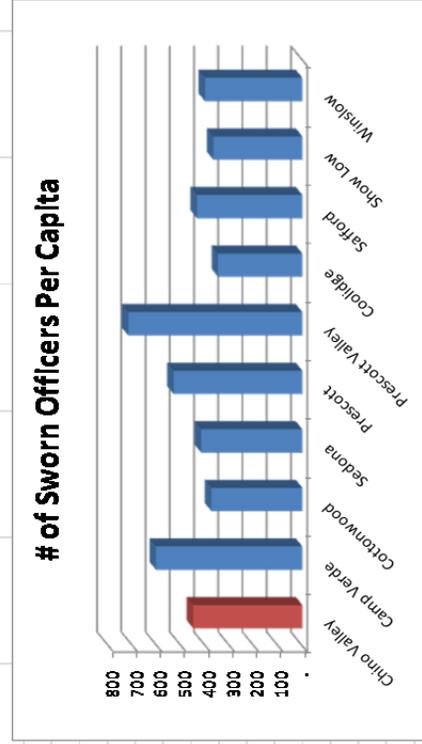
Other City and Towns Comparisons

	Chino Valley	Camp Verda	Cottonwood	Sedona	Prescott	Prescott Valley	Coolidge	Safford	Show Low	Winslow
Average Cost per Employee	\$ 68,598.60	\$ 59,489.01	\$ 83,654.13	\$ 78,269.66	\$ 76,031.31	\$ -	\$ 81,662.27	\$ 79,104.02	\$ 75,809.65	\$ 70,510.72

\* Data Note Available



Police Department	# of Sworn Officers	# of Non-Sworn Personnel	# of Sworn Officers Per Capita
Chino Valley	24	4	451
Camp Verda	18	11	604
Cottonwood	30	15	376
Sedona	24	8	418
Prescott	75	17	531
Prescott Valley	54	12	719
Coolidge	34	9	348
Safford	22	3	435
Show Low	29	22	368
Winslow	24	9	402



Other City and Towns Comparisons

	Chino Valley	Camp Verde	Cottonwood	Sedona	Prescott	Prescott Valley	Coolidge	Safford	Show Low	Winslow
Police Department Budget	\$ 2,491,650	\$ 2,269,503	\$ 4,391,720	\$ 3,517,752	\$ 13,218,663	\$ 7,942,040	\$ 4,453,184	\$ 4,326,958	\$ 5,903,700	\$ 3,084,377
Police Department Cost Per Capita	\$ 230	\$ 209	\$ 390	\$ 351	\$ 332	\$ 205	\$ 377	\$ 452	\$ 554	\$ 319
Water Enterprise # of connections	573	n/a	9,000	n/a	20,809	18,260	n/a	7,693	7,569	3,022
Total Monthly Rate 7,500 Gallons	\$ 34.39	n/a	\$ 38.23	n/a	\$ 41.58	\$ 31.65	n/a	\$ 29.89	\$ 33.19	\$ 23.68
Sewer Enterprise # of connections	1,695	n/a	3,373	n/a	18,671	15,467	3,703	3,476	7,569	3,210
Total Monthly Rate	\$ 58.31	n/a	\$ 16.75	n/a	\$ 43.51	\$ 35.12	\$ 15.23	\$ 37.67	\$ 27.58	\$ 38.96
Primary Assessed Value	\$ 66,970,381	\$ 61,658,697	\$ 82,129,126	\$ 177,099,052	\$ 522,426,906	\$ 259,722,097	\$ 41,220,594	\$ 46,963,728	\$ 132,444,122	\$ 27,310,998
Primary Assessed Value Per Capita	\$ 6,191.22	\$ 5,670.81	\$ 7,290.65	\$ 17,655.17	\$ 13,112.14	\$ 6,664.32	\$ 3,485.89	\$ 4,909.44	\$ 12,424.40	\$ 2,828.69
Secondary Assessed Value	\$ 67,121,326	\$ 61,942,922	\$ 82,365,547	\$ 179,710,165	\$ 526,926,095	\$ 265,459,512	\$ 41,920,512	\$ 46,571,285	\$ 132,641,017	\$ 27,449,705
Secondary Assessed Value Per Capita	\$ 6,205.17	\$ 5,696.95	\$ 7,311.63	\$ 17,915.48	\$ 13,225.06	\$ 6,837.86	\$ 3,545.08	\$ 4,868.42	\$ 12,442.87	\$ 2,843.06
Total Debt as of 6/30/13	\$ 21,284,912	\$ 2,446,200	\$ 47,450,000	\$ 50,870,000	\$ 83,367,125	\$ 66,091,690	\$ 3,841,455	\$ 17,699,761	\$ 14,390,935	\$ 5,479,476
Total Debt as of 6/30/13 Per Capita	\$ 1,967.73	\$ 224.98	\$ 4,212.16	\$ 5,071.28	\$ 2,092.39	\$ 1,702.43	\$ 324.86	\$ 1,850.28	\$ 1,349.98	\$ 567.53

Other City and Towns Comparisons

	Chino Valley	Camp Verde	Cottonwood	Sedona	Prescott	Prescott Valley	Coolidge	Safford	Show Low	Winslow
General Fund Balance 6/30/13	\$ 1,583,692	\$ 2,629,426	\$ 5,067,945	\$ 868,963	\$ 17,976,466	\$ 11,191,240	n/a	\$ 1,900,000	\$ 5,439,500	\$ 1,860,000
Funds Balance all Funds 6/30/13	\$ 8,017,127	\$ 5,071,154	\$ 21,152,235	\$ 8,921,056	\$ 91,289,768	\$ 85,760,125	n/a	\$ 17,300,000	\$ 19,620,400	\$ 10,852,000
Sales Tax Rate - Retail	4.0%	3.0%	3.0%	3.0%	2.0%	2.3%	3.0%	2.5%	2.0%	3.0%
Sales Tax Collections 6/30/13	\$ 2,588,150	\$ 2,541,404	\$ 11,187,166	\$ 11,500,866	\$ 26,180,000	\$ 11,535,323	\$ 4,661,055	\$ 6,093,106	\$ 9,206,661	\$ 4,325,340
Bed/Board/Booze Tax Rate	3.0%	3.0%	3.0%	3.5%	3.0%	2.3%	3.0%	5.0%	None	2.0%
BBB Tax Collections if not included in Sales Tax				\$ 520,215						\$ 257,728
<b>General Fund Budget by Department</b>										
Animal Control	\$ 91,400	\$ 80,150								
Airport										
Aquatics Center	\$ 277,500	\$ 89,270	\$ 114,300					\$ 202,261		
Building Inspection	\$ 231,030	\$ 138,580								
Code Enforcement		\$ 63,245	\$ 196,100					\$ 134,995		
Administrative Services									\$ 899,800	\$ 149,099
Cable TV-4									\$ 168,900	
Community Development		\$ 119,535	\$ 535,735	\$ 1,146,286	\$ 1,308,807	\$ 1,159,519	\$ 1,894,364		\$ 239,800	
Communication			\$ 820,025							
Contingency				\$ 200,000				\$ 4,000,000		
Economic Development	\$ 173,415	\$ 229,820			\$ 1,334,622					
Engineering	\$ 64,900	\$ 110,455	\$ 416,030						\$ 603,500	
Building Maintenance	\$ 349,000	\$ 498,425	\$ 691,130		\$ 187,879					
Finance	\$ 279,050	\$ 221,297	\$ 388,160	\$ 473,470	\$ 407,690			\$ 591,758		\$ 137,338
Fire			\$ 3,276,035		\$ 8,276,837			\$ 658,879		\$ 747,123
Fleet Maintenance	\$ 332,350									
Golf Course									\$ 205,300	
General Services				\$ 2,843,110						
General Government							\$ 5,657,915		\$ 5,072,400	
Human Resources/Personnel	\$ 66,950	\$ 27,565	\$ 228,640	\$ 181,238		\$ 227,819		\$ 228,369		\$ 76,145
Legal			\$ 330,245	\$ 460,686	\$ 379,999	\$ 675,322		\$ 171,510	\$ 240,500	\$ 82,499
Library	\$ 281,050	\$ 352,960			\$ 2,260,241	\$ 1,612,897		\$ 1,000,485	\$ 488,300	\$ 220,419
Mayor and Council	\$ 29,550	\$ 44,004	\$ 4,010,430	\$ 53,840	\$ 52,508	\$ 108,197		\$ 488,885	\$ 334,400	\$ 90,639
Management Services						\$ 1,985,462				
MIT/GIS	\$ 244,500	\$ 130,635	\$ 206,065	\$ 738,277					\$ 331,100	
Municipal Court	\$ 294,800	\$ 378,315	\$ 481,175	\$ 312,344	\$ 558,207	\$ 524,686		\$ 254,008	\$ 202,200	\$ 163,813
Non Departmental	\$ 868,800	\$ 333,550	\$ 814,710	\$ -		\$ 3,705,232				\$ 1,131,981
Natural Resources			\$ 160,485							
Parks Maintenance	\$ 385,300		\$ 458,430						\$ 762,600	
Planning	\$ 139,350	\$ 70,820							\$ 414,600	\$ 134,259
Police	\$ 2,491,650	\$ 2,269,503	\$ 4,391,720	\$ 3,517,752	\$ 13,218,663	\$ 7,942,040	\$ 4,453,184	\$ 4,326,958	\$ 5,903,700	\$ 3,084,377
Procurement	\$ 118,650									
Public Works Admin			\$ 318,645	\$ 1,845,964		\$ 1,748,159	\$ 433,318	\$ 2,736,828		
Purchasing			\$ 79,540							
Recreation	\$ 74,250	\$ 166,903	\$ 1,353,610	\$ 359,249	\$ 3,026,679	\$ 1,610,965		\$ 133,971	\$ 341,400	\$ 1,148,055
Risk Management		\$ 298,040								
Senior Center	\$ 199,450									
Storm Water		\$ 93,295								
Town/City Clerk	\$ 233,850	\$ 205,115	\$ 225,240	\$ 239,306	\$ 109,317	\$ 272,080		\$ 260,163	\$ 229,300	\$ 101,855
Town Manager/Administration	\$ 348,850	\$ 207,545	\$ 854,045	\$ 698,982	\$ 681,299	\$ 773,564		\$ 294,735	\$ 358,100	
Transfer Station		\$ 124,775								
	\$ 7,402,230	\$ 6,072,622	\$ 20,705,090	\$ 13,070,504	\$ 31,796,748	\$ 22,345,942	\$ 12,438,781	\$ 16,164,895	\$ 16,590,600	\$ 7,267,602

Other City and Towns Comparisons

	Chino Valley	Camp Verde	Cottonwood	Sedona	Prescott	Prescott Valley	Coolidge	Safford	Show Low	Winslow
<b>General Fund Revenues by Category</b>										
Local Taxes	\$ 4,049,500	\$ 3,054,871	\$ 9,502,940	\$ 9,707,514	\$ 15,178,979	\$ 10,628,000	\$ 3,621,000	\$ 6,145,758	\$ 8,970,000	\$ 2,692,000
Licenses and Permits	\$ 165,000	\$ 166,900	\$ 237,640	\$ 272,583	\$ 444,800	\$ 556,900	\$ 108,000	\$ 65,000	\$ 20,800	\$ 372,000
Intergovernmental	\$ 2,892,400	\$ 2,783,000	\$ 3,211,970	\$ 2,507,797	\$ 12,060,732	\$ 11,662,728	\$ 2,859,465	\$ 3,347,983	\$ 2,879,700	\$ 2,731,330
Charges for Services	\$ 102,300	\$ 249,775	\$ 1,044,200	\$ 125,465	\$ 1,226,058	\$ 311,000	\$ 312,360	\$ 2,298,871	\$ 476,200	\$ 132,800
Fines and Forfeits	\$ 132,500	\$ 304,800	\$ 203,145	\$ 277,846	\$ 476,350	\$ 636,000	\$ 250,000	\$ 68,000	\$ 741,500	\$ 55,900
Interest	\$ 550	\$ 25,000	\$ 43,320	\$ 249,110	\$ 133,250	\$ 219,047	\$ 7,000	\$ 7,500	\$ 40,000	\$ 30,000
Contributions	\$ 13,800		\$ 3,000							
Miscellaneous	\$ 2,300	\$ 25,770	\$ 31,205	\$ 431,508	\$ 113,750	\$ 54,700	\$ 741,000	\$ 5,786,000	\$ 53,400	\$ 112,500
	\$ 7,358,350	\$ 6,610,116	\$ 14,277,420	\$ 13,571,823	\$ 29,633,919	\$ 24,068,375	\$ 7,898,825	\$ 17,719,112	\$ 13,181,600	\$ 6,126,530

**OFFICIAL BUDGET FORMS**

**TOWN OF CHINO VALLEY**

**Fiscal Year 2015**

**TOWN OF CHINO VALLEY**

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**Fiscal Year 2015**

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**TOWN OF CHINO VALLEY**  
**Summary Schedule of Estimated Revenues and Expenditures/Expenses**  
**Fiscal Year 2015**

FUND	ADOPTED BUDGETED EXPENDITURES/EXPENSES* 2014	ACTUAL EXPENDITURES/EXPENSES** 2014	FUND BALANCE/NET ASSETS*** July 1, 2014**	PROPERTY TAX REVENUES 2015	ESTIMATED REVENUES OTHER THAN PROPERTY TAXES 2015	OTHER FINANCING 2015		INTERFUND TRANSFERS 2015		TOTAL FINANCIAL RESOURCES AVAILABLE 2016	BUDGETED EXPENDITURES/EXPENSES 2015
						SOURCES	<USE>	IN	<OUT>		
1. General Fund	\$ 7,402,230	\$ 6,832,135	\$ 3,709,723	Primary: \$ 7,404,213 Secondary:	\$ 7,404,213	\$	\$	\$ 110,000	\$	\$ 11,223,936	\$ 7,854,300
2. Special Revenue Funds	1,758,458	1,721,213	929,691		4,600,950			739,432	10,000	5,520,641	5,013,350
3. Debt Service Funds Available	590,620	585,120	285,558							1,024,990	741,932
4. Less: Amounts for Future Debt Retirement											
5. Total Debt Service Funds	590,620	585,120	285,558					739,432		1,024,990	741,932
6. Capital Projects Funds	4,700,000	1,188,963	1,944,609		13,843,171			886,000	2,006,132	14,667,648	13,889,578
7. Permanent Funds											
8. Enterprise Funds Available	2,317,960	2,211,118	12,885,329		1,637,423			280,700		15,113,452	2,467,914
9. Less: Amounts for Future Debt Retirement											
10. Total Enterprise Funds	2,317,960	2,211,118	12,885,329		1,637,423			280,700		15,113,452	2,467,914
11. Internal Service Funds											
12. TOTAL ALL FUNDS	\$ 16,789,268	\$ 12,539,549	\$ 19,764,910		\$ 27,785,757	\$	\$	\$ 2,019,132	\$ 2,016,132	\$ 47,550,667	\$ 28,966,774

**EXPENDITURE LIMITATION COMPARISON**

	2014	2015
1. Budgeted expenditures/expenses	\$ 16,789,268	\$ 28,966,774
2. Add/subtract: estimated net reconciling items		
3. Budgeted expenditures/expenses adjusted for reconciling items	16,789,268	28,966,774
4. Less: estimated exclusions		
5. Amount subject to the expenditure limitation	\$ 16,789,268	\$ 28,966,774
6. EEC or voter-approved alternative expenditure limitation	\$ 16,789,268	\$ 28,966,774

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 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 in this column represent Fund Balance/Net Asset 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).

**TOWN OF CHINO VALLEY**  
**Summary of Tax Levy and Tax Rate Information\*\***  
**Fiscal Year 2015**

	2014	2015
1. Maximum allowable primary property tax levy. A.R.S. §42-17051(A)	\$ _____	\$ _____
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)	\$ _____	
3. Property tax levy amounts		
A. Primary property taxes	\$ _____	\$ _____
B. Secondary property taxes	_____	_____
C. Total property tax levy amounts	\$ _____	\$ _____
4. Property taxes collected*		
A. Primary property taxes		
(1) <b>Current</b> year's levy	\$ _____	
(2) Prior years' levies	_____	
(3) Total primary property taxes	\$ _____	
B. Secondary property taxes		
(1) <b>Current</b> year's levy	\$ _____	
(2) Prior years' levies	_____	
(3) Total secondary property taxes	\$ _____	
C. Total property taxes collected	\$ _____	
5. Property tax rates		
A. City/Town tax rate		
(1) Primary property tax rate	_____	_____
(2) Secondary property tax rate <sup>(1)</sup>	_____	_____
(3) Total city/town tax rate	_____	_____

B. Special assessment district tax rates  
 Secondary property tax rates - As of the date the proposed budget was prepared, the city/town was operating     3     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.

\*\* **The Town of Chino Valley does not levy a primary or secondary property tax.**

**TOWN OF CHINO VALLEY**  
**Summary by Fund Type of Revenues Other Than Property Taxes**  
**Fiscal Year 2015**

SOURCE OF REVENUES	ESTIMATED REVENUES 2014	ACTUAL REVENUES* 2014	ESTIMATED REVENUES 2015
<b>GENERAL FUND</b>			
<b>Local taxes</b>			
Sales Taxes	\$ 3,911,000	\$ 3,884,504	\$ 3,755,363
Franchise Taxes	138,500	139,315	142,000
<b>Licenses and permits</b>			
Building Permits	65,000	113,484	100,000
Business Licenses	53,000	58,369	57,000
Plan Check Fees	40,000	57,383	50,000
Other Licenses and Permits	7,000	11,545	10,000
<b>Intergovernmental</b>			
State Shared Sales Tax	935,000	934,144	977,000
State Shared Income Tax	1,207,000	1,205,795	1,309,000
Vehicle License Tax	563,000	562,971	597,000
Yavapai County Library Funds	110,000	102,967	101,500
Police Dept Grants	2,500	20,600	20,500
Senior Nutrition Grant	71,000	57,645	58,000
Miscellaneous Intergovernmental	3,900		
<b>Charges for services</b>			
Engineering Fees	4,100	350	2,500
Parks & Recreation Fees	6,000		
Senior Nutrition Program Fees	9,000	8,197	8,500
Facility Use Fees	15,500	21,587	18,500
Police Report Fees	3,000	2,070	3,000
Aquatic Center Fees	64,000	62,666	63,000
Library Fees			
Other Charges for Services	700	1,567	2,600
<b>Fines and forfeits</b>			
Animal Control Fees	26,000	25,976	24,000
Library Fines	3,500	4,335	4,100
Court Fines and Forfeitures	103,000	86,158	90,000
<b>Interest on investments</b>			
Interest	550	481	550
<b>Contributions</b>			
Sponsorships	8,000	1,472	2,000
Senior Center Thrift Store	1,000	1,314	1,000
Senior Center Donations			
Friends of the Library	4,800	4,800	4,800
<b>Miscellaneous</b>			
Other Revenues	2,300	5,938	2,300
<b>Total General Fund</b>	<b>\$ 7,358,350</b>	<b>\$ 7,375,633</b>	<b>\$ 7,404,213</b>

\* 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.

**TOWN OF CHINO VALLEY**  
**Summary by Fund Type of Revenues Other Than Property Taxes**  
**Fiscal Year 2015**

SOURCE OF REVENUES	ESTIMATED REVENUES 2014	ACTUAL REVENUES* 2014	ESTIMATED REVENUES 2015
<b>SPECIAL REVENUE FUNDS</b>			
<b>Highway User Revenue Fund</b>			
Highway User Revenue	\$ 763,000	\$ 763,969	\$ 805,000
Interest	1,500	930	1,000
Miscellaneous	1,350	8,304	1,350
	<u>\$ 765,850</u>	<u>\$ 773,203</u>	<u>\$ 807,350</u>
CDBG Grants	\$	\$	\$ 264,000
	<u>\$</u>	<u>\$</u>	<u>\$ 264,000</u>
Miscellaneous Grants	\$ 700,000	\$ 700,000	\$ 3,470,000
	<u>\$ 700,000</u>	<u>\$ 700,000</u>	<u>\$ 3,470,000</u>
Special Revenue Fund-Court	\$ 15,600	\$ 8,104	\$ 15,600
Special Revenue Fund-PD	25,000	34,300	40,000
Lighting Improvement Districts #1, #2, #3	3,578	3,700	4,000
	<u>\$ 44,178</u>	<u>\$ 46,104</u>	<u>\$ 59,600</u>
<b>Total Special Revenue Funds</b>	<u>\$ 1,510,028</u>	<u>\$ 1,519,307</u>	<u>\$ 4,600,950</u>
<b>CAPITAL PROJECTS FUNDS</b>			
Impact Fee Funds	\$ 2,300	\$ 181,730	\$ 1,111
Capital Improvements Fund	4,790,800	1,401,982	13,841,560
Replacement Fund	500	201	500
	<u>\$ 4,793,600</u>	<u>\$ 1,583,913</u>	<u>\$ 13,843,171</u>
<b>Total Capital Projects Funds</b>	<u>\$ 4,793,600</u>	<u>\$ 1,583,913</u>	<u>\$ 13,843,171</u>
<b>ENTERPRISE FUNDS</b>			
Water Enterprise Fund	\$ 472,000	\$ 462,666	\$ 433,000
Sewer Enterprise Fund	1,308,000	1,444,902	1,504,423
	<u>\$ 1,780,000</u>	<u>\$ 1,907,568</u>	<u>\$ 1,937,423</u>
<b>Total Enterprise Funds</b>	<u>\$ 1,780,000</u>	<u>\$ 1,907,568</u>	<u>\$ 1,937,423</u>
<b>TOTAL ALL FUNDS</b>	<u>\$ 15,441,978</u>	<u>\$ 12,386,421</u>	<u>\$ 27,785,757</u>

\* 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.

**TOWN OF CHINO VALLEY**  
**Summary by Fund Type of Other Financing Sources/<Uses> and Interfund Transfers**  
**Fiscal Year 2015**

FUND	OTHER FINANCING 2015		INTERFUND TRANSFERS 2015	
	SOURCES	<USES>	IN	<OUT>
<b>GENERAL FUND</b>				
Capital Improvement Fund	\$	\$	\$ 100,000	\$
PD Special Revenue			10,000	
<b>Total General Fund</b>	\$	\$	\$ 110,000	\$
<b>SPECIAL REVENUE FUNDS</b>				
HURF	\$	\$	\$	\$
Special Revenue - PD				10,000
Misc Grants				
<b>Total Special Revenue Funds</b>	\$	\$	\$	\$ 10,000
<b>DEBT SERVICE FUNDS</b>				
Capital Improvement Fund	\$	\$	\$ 739,432	\$
<b>Total Debt Service Funds</b>	\$	\$	\$ 739,432	\$
<b>CAPITAL PROJECTS FUNDS</b>				
Capital Improvement Fund	\$	\$	\$ 886,000	\$ 1,120,132
Road Impact Fee Fund				886,000
<b>Total Capital Projects Funds</b>	\$	\$	\$ 886,000	\$ 2,006,132
<b>PERMANENT FUNDS</b>				
<b>Total Permanent Funds</b>	\$	\$	\$	\$
<b>ENTERPRISE FUNDS</b>				
Water Enterprise	\$	\$	\$ 280,700	\$
<b>Total Enterprise Funds</b>	\$	\$	\$ 280,700	\$
<b>INTERNAL SERVICE FUNDS</b>				
<b>Total Internal Service Funds</b>	\$	\$	\$	\$
<b>TOTAL ALL FUNDS</b>	\$	\$	\$ 2,016,132	\$ 2,016,132

**TOWN OF CHINO VALLEY**  
**Summary by Department of Expenditures/Expenses Within Each Fund Type**  
**Fiscal Year 2015**

<b>FUND/DEPARTMENT</b>	<b>ADOPTED BUDGETED EXPENDITURES/ EXPENSES 2014</b>	<b>EXPENDITURE/ EXPENSE ADJUSTMENTS APPROVED 2014</b>	<b>ACTUAL EXPENDITURES/ EXPENSES* 2014</b>	<b>BUDGETED EXPENDITURES/ EXPENSES 2015</b>
<b>GENERAL FUND</b>				
Prosecutor	\$ 118,650	\$	\$ 117,368	\$ 122,800
Town Clerk	233,850		178,590	244,100
Town Manager	348,850		344,931	406,600
Human Resources	66,950		64,484	69,850
Magistrate Court	294,800		279,729	312,550
Finance	279,050		277,602	304,450
Mgmt Info Systems	244,500		225,112	245,650
Mayor & Council	29,550		21,150	31,750
Planning	139,350		170,353	170,850
Building Inspection	231,030		211,584	273,500
Police	2,491,650		2,361,650	2,613,000
Animal Control	91,400		99,093	143,850
Recreation	74,250		44,900	69,400
Library	281,050		280,939	287,700
Senior Center	199,450		203,767	230,750
Parks	385,300		342,102	396,500
Aquatic Center	277,500		211,610	249,750
Facilities Maintenance	349,000		330,783	346,650
Vehicle Maintenance	332,350		324,942	336,600
Engineering	64,900		64,032	74,750
Non-Departmental	547,300		571,414	556,250
Contingency	321,500		106,000	367,000
<b>Total General Fund</b>	<b>\$ 7,402,230</b>	<b>\$</b>	<b>\$ 6,832,135</b>	<b>\$ 7,854,300</b>
<b>SPECIAL REVENUE FUNDS</b>				
Highway User Revenue Fund	\$ 1,019,550	\$	\$ 979,897	\$ 1,200,350
CDBG Grant Fund				264,000
Miscellaneous Grants Fund	700,000		700,000	3,470,000
Special Revenue Fund -- Court	15,100		7,510	35,000
Special Revenue Fund -- PD	20,000		30,000	40,000
Lighting Improvement Districts	3,806		3,806	4,000
<b>Total Special Revenue Funds</b>	<b>\$ 1,758,456</b>	<b>\$</b>	<b>\$ 1,721,213</b>	<b>\$ 5,013,350</b>
<b>DEBT SERVICE FUNDS</b>				
Debt Service Fund	\$ 590,620	\$	\$ 585,120	\$ 741,932
<b>Total Debt Service Funds</b>	<b>\$ 590,620</b>	<b>\$</b>	<b>\$ 585,120</b>	<b>\$ 741,932</b>
<b>CAPITAL PROJECTS FUNDS</b>				
Capital Improvements Fund	\$ 4,584,000	\$	\$ 1,029,000	\$ 13,776,000
Impact Fees Funds	86,000		149,963	103,578
Asset Replacement Fund	30,000		10,000	10,000
<b>Total Capital Projects Funds</b>	<b>\$ 4,700,000</b>	<b>\$</b>	<b>\$ 1,188,963</b>	<b>\$ 13,889,578</b>
<b>PERMANENT FUNDS</b>				
<b>Total Permanent Funds</b>	<b>\$</b>	<b>\$</b>	<b>\$</b>	<b>\$</b>
<b>ENTERPRISE FUNDS</b>				
Water Enterprise Fund	\$ 634,595	\$	\$ 613,837	\$ 713,700
Sewer Enterprise Fund	1,683,365		1,597,281	1,753,914
<b>Total Enterprise Funds</b>	<b>\$ 2,317,960</b>	<b>\$</b>	<b>\$ 2,211,118</b>	<b>\$ 2,467,614</b>
<b>INTERNAL SERVICE FUNDS</b>				
<b>Total Internal Service Funds</b>	<b>\$</b>	<b>\$</b>	<b>\$</b>	<b>\$</b>
<b>TOTAL ALL FUNDS</b>	<b>\$ 16,769,266</b>	<b>\$</b>	<b>\$ 12,538,549</b>	<b>\$ 29,966,774</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.

**TOWN OF CHINO VALLEY**  
**Summary by Department of Expenditures/Expenses**  
**Fiscal Year 2015**

DEPARTMENT/FUND	ADOPTED BUDGETED EXPENDITURES/ EXPENSES 2014	EXPENDITURE/ EXPENSE ADJUSTMENTS APPROVED 2014	ACTUAL EXPENDITURES/ EXPENSES * 2014	BUDGETED EXPENDITURES/ EXPENSES 2015
<b>Prosecutor</b>				
General Fund	\$ 118,650	\$	\$ 117,368	\$ 122,800
<b>Department Total</b>	<b>\$ 118,650</b>	<b>\$</b>	<b>\$ 117,368</b>	<b>\$ 122,800</b>
<b>Town Clerk</b>				
General Fund	\$ 233,850	\$	\$ 178,590	\$ 244,100
<b>Department Total</b>	<b>\$ 233,850</b>	<b>\$</b>	<b>\$ 178,590</b>	<b>\$ 244,100</b>
<b>Town Manager</b>				
General Fund	\$ 348,850	\$	\$ 344,931	\$ 406,600
<b>Department Total</b>	<b>\$ 348,850</b>	<b>\$</b>	<b>\$ 344,931</b>	<b>\$ 406,600</b>
<b>Human Resources</b>				
General Fund	\$ 66,950	\$	\$ 64,484	\$ 69,850
<b>Department Total</b>	<b>\$ 66,950</b>	<b>\$</b>	<b>\$ 64,484</b>	<b>\$ 69,850</b>
<b>Municipal Court</b>				
General Fund	294,800		279,729	312,550
Grants Fund	25,000		25,000	25,000
Special Revenue Fund	\$ 15,100	\$	\$ 7,510	\$ 35,000
<b>Department Total</b>	<b>\$ 334,900</b>	<b>\$</b>	<b>\$ 312,239</b>	<b>\$ 372,550</b>
<b>Finance</b>				
General Fund	\$ 279,050	\$	\$ 277,602	\$ 304,450
<b>Department Total</b>	<b>\$ 279,050</b>	<b>\$</b>	<b>\$ 277,602</b>	<b>\$ 304,450</b>
<b>Mgmt Info Systems</b>				
General Fund	\$ 244,500	\$	\$ 225,112	\$ 245,650
<b>Department Total</b>	<b>\$ 244,500</b>	<b>\$</b>	<b>\$ 225,112</b>	<b>\$ 245,650</b>
<b>Mayor and Council</b>				
General Fund	\$ 29,550	\$	\$ 21,150	\$ 31,750
<b>Department Total</b>	<b>\$ 29,550</b>	<b>\$</b>	<b>\$ 21,150</b>	<b>\$ 31,750</b>
<b>Planning</b>				
General Fund	\$ 139,350	\$	\$ 170,353	\$ 170,850
Grants Fund	25,000		25,000	25,000
<b>Department Total</b>	<b>\$ 164,350</b>	<b>\$</b>	<b>\$ 195,353</b>	<b>\$ 195,850</b>
<b>Building Inspection</b>				
General Fund	\$ 231,030	\$	\$ 211,584	\$ 273,500
<b>Department Total</b>	<b>\$ 231,030</b>	<b>\$</b>	<b>\$ 211,584</b>	<b>\$ 273,500</b>
<b>Police</b>				
General Fund	2,491,650		2,361,650	2,613,000
Grants Fund	100,000		100,000	100,000
Impact Fee Fund	\$ 50,000	\$	\$ 13,000	\$ 79,014
Special Revenue Fund	20,000		30,000	40,000
<b>Department Total</b>	<b>\$ 2,661,650</b>	<b>\$</b>	<b>\$ 2,504,650</b>	<b>\$ 2,832,014</b>
<b>Animal Control</b>				
General Fund	\$ 91,400	\$	\$ 99,093	\$ 143,850
<b>Department Total</b>	<b>\$ 91,400</b>	<b>\$</b>	<b>\$ 99,093</b>	<b>\$ 143,850</b>

**TOWN OF CHINO VALLEY**  
**Summary by Department of Expenditures/Expenses**  
**Fiscal Year 2015**

<b>DEPARTMENT/FUND</b>	<b>ADOPTED BUDGETED EXPENDITURES/ EXPENSES 2014</b>	<b>EXPENDITURE/ EXPENSE ADJUSTMENTS APPROVED 2014</b>	<b>ACTUAL EXPENDITURES/ EXPENSES * 2014</b>	<b>BUDGETED EXPENDITURES/ EXPENSES 2015</b>
<b>Recreation</b>				
General Fund	\$ 74,250	\$	\$ 44,900	\$ 69,400
Grants Fund	25,000		25,000	25,000
Impact Fee Fund	29,000		10,000	24,564
<b>Department Total</b>	<b>\$ 128,250</b>	<b>\$</b>	<b>\$ 79,900</b>	<b>\$ 118,964</b>
<b>Library</b>				
General Fund	\$ 281,050	\$	\$ 280,939	\$ 287,700
Grants Fund	50,000		50,000	50,000
Impact Fee Fund	7,000		126,963	
<b>Department Total</b>	<b>\$ 338,050</b>	<b>\$</b>	<b>\$ 457,902</b>	<b>\$ 337,700</b>
<b>Senior Center</b>				
General Fund	\$ 199,450	\$	\$ 203,767	\$ 230,750
Grants Fund	25,000		25,000	25,000
<b>Department Total</b>	<b>\$ 224,450</b>	<b>\$</b>	<b>\$ 228,767</b>	<b>\$ 255,750</b>
<b>Parks Maintenance</b>				
General Fund	\$ 385,300	\$	\$ 342,102	\$ 396,500
Grants Fund	25,000		25,000	25,000
<b>Department Total</b>	<b>\$ 410,300</b>	<b>\$</b>	<b>\$ 367,102</b>	<b>\$ 421,500</b>
<b>Aquatics Center</b>				
General Fund	\$ 277,500	\$	\$ 211,610	\$ 249,750
<b>Department Total</b>	<b>\$ 277,500</b>	<b>\$</b>	<b>\$ 211,610</b>	<b>\$ 249,750</b>
<b>Facilities Maintenance</b>				
General Fund	\$ 349,000	\$	\$ 330,783	\$ 346,650
<b>Department Total</b>	<b>\$ 349,000</b>	<b>\$</b>	<b>\$ 330,783</b>	<b>\$ 346,650</b>
<b>Fleet Maintenance</b>				
General Fund	\$ 332,350	\$	\$ 324,942	\$ 336,600
<b>Department Total</b>	<b>\$ 332,350</b>	<b>\$</b>	<b>\$ 324,942</b>	<b>\$ 336,600</b>
<b>Engineering</b>				
General Fund	\$ 64,900	\$	\$ 64,032	\$ 74,250
<b>Department Total</b>	<b>\$ 64,900</b>	<b>\$</b>	<b>\$ 64,032</b>	<b>\$ 74,250</b>
<b>Non-Departmental</b>				
General Fund	\$ 868,800	\$	\$ 677,414	\$ 923,250
CDBG Grant				264,000
Debt Service Fund	590,620		585,120	741,932
Capital Improvement Fund	4,584,000		1,029,000	13,776,000
Public Works Grant	375,000		375,000	3,145,000
Asset Replacement Fund	30,000		10,000	10,000
Water Enterprise Fund				
Grant Fund Transit	50,000		50,000	50,000
Sewer Enterprise Fund				
<b>Department Total</b>	<b>\$ 6,498,420</b>	<b>\$</b>	<b>\$ 2,726,534</b>	<b>\$ 18,910,182</b>

**TOWN OF CHINO VALLEY**  
**Summary by Department of Expenditures/Expenses**  
**Fiscal Year 2015**

<b>DEPARTMENT/FUND</b>	<b>ADOPTED BUDGETED EXPENDITURES/ EXPENSES 2014</b>	<b>EXPENDITURE/ ADJUSTMENTS APPROVED 2014</b>	<b>ACTUAL EXPENDITURES/ EXPENSES * 2014</b>	<b>BUDGETED EXPENDITURES/ EXPENSES 2015</b>
<b>Water Utilities</b>				
Water Enterprise Fund	\$ 634,595	\$	\$ 613,837	713,700
<b>Department Total</b>	<b>\$ 634,595</b>	<b>\$</b>	<b>\$ 613,837</b>	<b>\$ 713,700</b>
<b>Sewer Utilities</b>				
Sewer Enterprise Fund	\$ 1,683,365	\$	\$ 1,597,281	\$ 1,753,914
<b>Department Total</b>	<b>\$ 1,683,365</b>	<b>\$</b>	<b>\$ 1,597,281</b>	<b>\$ 1,753,914</b>
<b>Roads</b>				
HURF	\$ 1,019,550	\$	\$ 979,897	\$ 1,200,350
<b>Department Total</b>	<b>\$ 1,019,550</b>	<b>\$</b>	<b>\$ 979,897</b>	<b>\$ 1,200,350</b>
<b>Street Lighting Improvement District</b>				
SLID Fund	\$ 3,806	\$	\$ 3,806	\$ 4,000
<b>Department Total</b>	<b>\$ 3,806</b>	<b>\$</b>	<b>\$ 3,806</b>	<b>\$ 4,000</b>
<b>TOTAL ALL DEPARTMENTS</b>	<b>\$ 16,769,266</b>	<b>\$</b>	<b>\$ 12,538,549</b>	<b>\$ 29,966,274</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.

**TOWN OF CHINO VALLEY**  
**Full-Time Employees and Personnel Compensation**  
**Fiscal Year 2015**

FUND	Full-Time Equivalent (FTE) 2014	Employee Salaries and Hourly Costs 2014	Retirement Costs 2014	Healthcare Costs 2014	Other Benefit Costs 2014	Total Estimated Personnel Compensation 2014
<b>GENERAL FUND</b>	71.0	\$ 3,751,868	\$ 550,872	\$ 543,700	\$ 372,034	\$ 5,218,474
<b>SPECIAL REVENUE FUNDS</b>						
Highway User Revenue	11.0	\$ 516,389	\$ 59,281	\$ 84,480	\$ 65,216	\$ 725,366
<b>Total Special Revenue Funds</b>	11.0	\$ 516,389	\$ 59,281	\$ 84,480	\$ 65,216	\$ 725,366
<b>ENTERPRISE FUNDS</b>						
Water Enterprise Fund	3.5	\$ 141,893	\$ 16,290	\$ 26,664	\$ 15,551	\$ 200,398
Sewer Enterprise Fund	3.5	\$ 141,664	\$ 16,264	\$ 26,664	\$ 15,534	\$ 200,126
<b>Total Enterprise Funds</b>	7.0	\$ 283,557	\$ 32,554	\$ 53,328	\$ 31,085	\$ 400,524
<b>TOTAL ALL FUNDS</b>	89.0	\$ 4,551,814	\$ 642,707	\$ 681,508	\$ 468,335	\$ 6,344,364

RESOLUTION NO. 14-1035

**A RESOLUTION OF THE MAYOR AND COMMON COUNCIL OF THE TOWN OF CHINO VALLEY, YAVAPAI COUNTY, ARIZONA, ADOPTING A TENTATIVE BUDGET FOR THE FISCAL YEAR 2014/2015, AND PROPOSED EXPENDITURE LIMITATION FOR THE SAME YEAR; PROVIDING FOR REPEAL OF CONFLICTING RESOLUTIONS; PROVIDING FOR SEVERABILITY; AND PROVIDING THAT THIS RESOLUTION SHALL BE EFFECTIVE FROM AND AFTER ITS PASSAGE AND APPROVAL ACCORDING TO THE LAW**

WHEREAS, pursuant to Article 9, Section 20(9) of the Arizona Constitution, and ARS Section 41-563.03(C), (E) and (G), the qualified voters of the Town of Chino Valley did, on March 12, 2013, adopt an Alternative Expenditure Limitation for the Town; and

WHEREAS, Proposition 424, which set forth said Alternative Expenditure Limitation, provided that, as part of the budget process, the Mayor and Common Council shall annually adopt an expenditure limitation to govern the budget, after public hearing; and

WHEREAS, in accordance with the provisions of Title 42, Chapter 17, Articles 1- 5, Arizona Revised Statutes (A.R.S.), the City/Town Council did, on May 27, 2014 make an estimate of the different amounts required to meet the public expenditures/expenses for the ensuing year, also an estimate of revenues from sources other than direct taxation, and the amount to be raised by taxation upon real and personal property of the Town of Chino Valley; and

WHEREAS, in accordance with said chapter of said title, that estimates required to meet the public expenditures/expenses for the ensuing year be published according to law and provide for a public hearing to be held on June 24, 2014, at which meeting any taxpayer is privileged to appear and be heard in favor of or against any of the proposed expenditures/expenses or tax levies; and

WHEREAS, said estimates are not to exceed \$29,966,774, and detail of the estimates are attached to this Resolution and made a part thereof; and

WHEREAS, the Mayor and Common Council desire now to establish a tentative expenditure limitation and budget expenditures for Fiscal Year 2014-2015;

**NOW, THEREFORE, BE IT RESOLVED** by the Mayor and Common Council of the Town of Chino Valley, County of Yavapai, Arizona, as follows:

1. That the tentative expenditure limitation to govern the Town of Chino Valley budget for Fiscal Year 2014-2015 is hereby proposed in an amount not to exceed **\$29,966,774**.
2. That the estimates of revenues and expenditures shown in the schedules attached

hereto and expressly made a part hereof, are hereby adopted as the tentative budget of the Town of Chino Valley for Fiscal Year 2014-2015.

3. That this Resolution shall be effective from and after its passage and approval according to law.

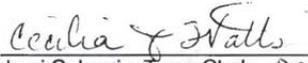
BE IT FURTHER RESOLVED that all resolutions or parts of resolutions in conflict with the provisions of this resolution are hereby repealed.

BE IT FURTHER RESOLVED that if any section, subsection, sentence, clause, phrase or portion of this Resolution is for any reason held to be invalid or unconstitutional by the decision of any court of competent jurisdiction, such decision shall not affect the validity of the remaining portions thereof.

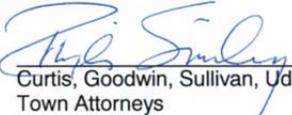
**PASSED AND ADOPTED** by the Mayor and Common Council of the Town of Chino Valley, Arizona this 27th day of May, 2014.

  
Chris Marley, Mayor

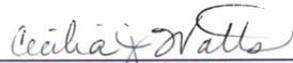
ATTEST:

  
Jami C. Lewis, Town Clerk, Deputy Cecelia J. Watts

APPROVED AS TO FORM:

  
Curtis, Goodwin, Sullivan, Udall & Schwab, PLC  
Town Attorneys  
By: Phyllis Smiley

I hereby certify the above foregoing Resolution No. 14-1035 was duly passed by the Council of the Town of Chino Valley, Arizona, at a regular meeting held on May 27, 2014, and that quorum was present thereat and that the vote thereon was 7 ayes and 0 nays and 0 abstentions. 0 Council members were absent or excused.

  
~~Jami C. Lewis, Town Clerk~~  
Cecelia J. Watts, Deputy Town Clerk

## BUDGET RESOLUTION – ADOPT EXPENDITURE LIMITATION

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### RESOLUTION NO. 14-1039

**A RESOLUTION OF THE MAYOR AND COMMON COUNCIL OF THE TOWN OF CHINO VALLEY, YAVAPAI COUNTY, ARIZONA, ADOPTING THE FINAL BUDGET FOR FISCAL YEAR 2014/2015 AND SETTING AN EXPENDITURE LIMITATION TO GOVERN THE TOWN OF CHINO VALLEY BUDGET FOR THE FISCAL YEAR 2014/2015; AND PROVIDING THAT THIS RESOLUTION SHALL BE EFFECTIVE FROM AND AFTER ITS PASSAGE AND APPROVAL ACCORDING TO THE LAW**

WHEREAS, pursuant to Article 9, Section 20(9) of the Arizona Constitution, and ARS Section 41-563.03(C), (E) and (G), the qualified voters of the Town of Chino Valley did, on March 12, 2013, adopt an Alternative Expenditure Limitation for the Town; and

WHEREAS, Proposition 424, which set forth said Alternative Expenditure Limitation, provided that, as part of the budget process, the Mayor and Common Council shall annually adopt an expenditure limitation to govern the budget, after public hearing; and

WHEREAS, in accordance with the provisions of Title 42, Chapter 17, the Town Council did, on May 27, 2014 make an estimate of the different amounts required to meet the public expenditures/expenses for the ensuing year and approved a tentative budget for the Town of Chino Valley for Fiscal Year 2014/2015; and

WHEREAS, in accordance with said chapter of said title, and following due public notice, the Council met on June 24, 2014, at which meeting any taxpayer was privileged to appear and be heard in favor of or against any of the proposed expenditures/expenses and alternative expenditure limitation; and

WHEREAS, the expenditures/expenses in the proposed final budget for Fiscal Year 2014-2015 do not exceed the expenditures/expenses shown on the published tentative budget,

**NOW, THEREFORE, BE IT RESOLVED** by the Mayor and Common Council of the Town of Chino Valley as follows:

1. That the expenditure limitation to govern the Town of Chino Valley budget for Fiscal Year 2014/2015 is hereby established in an amount not to exceed **\$29,966,774.00**; and
2. That the estimates of revenues and expenditures shown on the schedules attached hereto as Exhibit A and expressly made a part hereof, are hereby adopted as the budget of the Town of Chino Valley for Fiscal Year 2014/2015.
3. That this Resolution shall be effective from and after its passage and approval according to law.

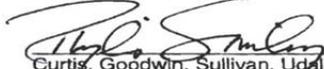
**PASSED AND ADOPTED** by the Mayor and Common Council of the Town of Chino Valley, Arizona this 24th day of June, 2014.

  
Chris Marley, Mayor

ATTEST:

  
Jami C. Lewis, Town Clerk *DEPUTY TOWN CLERK*

APPROVED AS TO FORM:

  
Curtis, Goodwin, Sullivan, Udall & Schwab, PLC  
Town Attorneys  
By: Phyllis Smiley

I hereby certify the above foregoing Resolution No. 14-1039 was duly passed by the Council of the Town of Chino Valley, Arizona, at a regular meeting held on June 24, 2014, and that quorum was present thereat and that the vote thereon was 6 ayes and 0 nays and 0 abstentions. 1 Council members were absent or excused.

  
Jami C. Lewis, Town Clerk  
*LIZ HART Deputy*

The following exhibits are attached hereto and incorporated herein:  
1. Exhibit A Estimates of Revenues and Expenditures

## GLOSSARY

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**Alternative Expenditure Limitation** - A voter approved alternative to the state imposed annual expenditure limitation. The alternative to the state plan is effective for a four year period. This alternative allows local government to establish its own spending cap each year.

**Appropriation** - A legal authorization granted by Town Council to make expenditures and to incur obligations for specific purposes. An appropriation is usually limited in amount and duration as to when it may be expended.

**Arizona Department of Transportation (ADOT)** - A State of Arizona agency responsible for the administration of state highways, transportation and aeronautics. ADOT administrates and funds various road, transit and airport grants.

**Arizona Revised Statutes** - Laws governing the State of Arizona, as amended by the state legislature.

**Base Budget** - Cost of continuing the existing levels of service in the current budget year.

**Bonds** - A written instrument to pay a sum of money at a specified interest rate, on a specific date or dates in the future, called maturity dates. The interest payments and the repayment of the principal are detailed in a bond resolution or ordinance. Two common types of bonds are general obligation and revenue bonds which are most commonly used for construction of large capital projects such as buildings, streets and sewers.

**Budget** - A plan of financial operation representing an estimate of Final expenditures and the Final means of financing them for a given period. This official public document reflects decisions, measures service needs, establishes the allocation of resources and is the pecuniary plan for achieving goals and objectives.

**Budget Calendar** - The schedule of key dates or events which the city follows in the preparation, adoption, and administration of the budget.

**Capital Outlay** - Expenditures resulting in the acquisition or addition to the government's general fixed assets. These assets generally have a useful life of more than one year.

**Capital Projects Fund** - A fund created to account for financial resources to be used for the acquisition or construction of major capital facilities (other than those financed by propriety funds and fiduciary funds).

**Carryover** – The amount of fund balance from the prior fiscal year used in the current fiscal year.

**Classification Plan** - Employee positions, which are authorized in the Final budget, to be filled during the year.

**Community Development Block Grant (CDBG)** - A grant program administrated through the state's Department of Commerce focusing on neighborhood rehabilitation and other community based needs.

**Comprehensive Annual Financial Report (CAFR)** - The official annual audited financial report of the town.

**Consumer Price Index (CPI)** - A statistical description of price levels provided by the U.S. Department of Labor. The index is used as a measure of the increase in the cost of living (i.e., economic inflation).

**Contingency** - A budgetary reserve set aside for emergencies or unforeseen expenditures not otherwise budgeted.

**Contractual Services** - Professional, technical or maintenance expertise typically purchased from external sources.

**Cost-of-living Adjustment (COLA)** - An increase in salaries to offset the adverse effect of inflation on compensation.

**Debt** - An obligation resulting from borrowing money or from the purchase of goods and services. Types of governmental debts includes bonds, loans, time warrants and notes.

**Debt Service** - The long-term payment of principal and interest on borrowed funds.

**Debt Service Fund** - A fund organized to account for the accumulation of resources for, and the payment of, general long-term debt principal and interest.

**Deficit** - The excess of an entity's liabilities over its assets or the excess of expenditures or expenses over revenues during a single accounting period.

**Department** - The basic organizational unit of government which is functionally unique in its delivery of services.

**Designated Reserves** - Those portions of fund balance that are not appropriable for expenditure or that are legally segregated for a specific future use.

**Employee Benefit Trust Fund** - Accounts for the Town's partially self-funded health and accident insurance program for the Town's employees and their dependents.

**Enterprise Fund** - A governmental accounting fund in which the services provided are financed and operated similarly to those of a private business. The governing body's intention is to finance or recover operation costs through user fees.

**Expenditure** - Decreases in net financial resources in accordance with budgeted appropriations. Expenditures include operating expenses such as the acquisition of assets or goods and services.

**Fiduciary Funds** - Funds used to account for assets held by a government unit in a trustee capacity (i.e., Alternative Pension and Benefits Plan Fund, Employee Benefit Trust Fund).

**Fines & Forfeitures** - Income received through the assessments of fines and penalties through the municipal court.

**Fiscal Year** - A time period designated by the Town signifying the beginning and ending period for recording financial transactions. The Town of Chino Valley has a fiscal year beginning July 1 and ending June 30.

**Franchise Fee** - A fee paid by public service business for the special privilege to use Town streets, alley and property in providing their services to the citizens of the community. Services requiring franchise fees include electricity, water, natural gas, and cable television.

**Full-time Equivalent Position (FTE)** - A part-time position converted to the decimal equivalent of a full-time position based on 2,080 hours per year. For example, a part-time typist working for 20 hours per week would be the equivalent to .5 of a full-time position.

**Fund** - An accounting entity having a set of self-balancing accounts and records all financial transactions for specific activities or government functions in attaining certain objectives governed by special regulations, restrictions, or limitations.

**Fund Balance** - Fund balance is the excess of assets over liabilities of governmental and fiduciary funds.

**Greater Arizona Development Authority** - Created by the Arizona Legislature to assist local and tribal governments and special districts with the development of public infrastructure. Housed in the Arizona Department of Commerce, this \$20 million bond authority leverages funding for infrastructure projects, helping accelerate project development and lower costs of financing.

**General Fund** - The operating fund established to account for resources and uses of general operating functions of Town departments that are not required to be accounted for in another fund. Resources are, in the majority, provided by taxes.

**General Obligation Bonds** - Bonds that finance a variety of public projects and require voter approval. These bonds are backed by the full faith and credit of the city. Limitations for bonding capacity are set by State Statute.

**Generally Accepted Accounting Principles (GAAP)** - Uniform minimum standards and guidelines for financial accounting and reporting.

**Governmental Funds** - Funds used to account for the acquisition, use and balances of expendable financial resources and related current liabilities, except those accounted for in propriety funds and fiduciary funds (i.e., General Fund, Special Revenue Fund, Debt Service Fund, Capital Projects Fund).

**Enterprise Fund** - A governmental accounting fund in which the services provided are financed and operated similarly to those of a private business. The governing body's intention is to finance or recover operation costs through user fees.

**Grant** - Contributions or gifts of cash or other assets from another government to be used for a specified purpose, activity or facility.

**Indirect Cost** - A cost necessary for the functioning of the organization as a whole, but which cannot be directly assigned to one service.

**Infrastructure** - The physical assets of a government (e.g., streets, water, sewer, public buildings and parks).

**Intergovernmental Revenue** - Funds received from federal, state and other local government sources in the form of grants, shared revenues, and payments in lieu of taxes.

**Internal Service Fund** - A fund used to account for the financing of goods or services provided by one department to other departments on a cost-reimbursement basis.

**Line-item Budget** - A budget prepared along departmental lines that focuses on what is to be bought.

**Local Transportation Assistance Fund** - A state fund established and funded by lottery proceeds to provide grants for local transit systems, parks and other open space needs, and street maintenance and improvements.

**Long-term Debt** - Debt with a maturity of more than one year after the date of issuance.

**Municipal Property Corporation** - A component unit of the Town established for the purposes of providing funding for capital projects which directly benefit the Town.

**Objective** - Something to be accomplished in specific, well-defined, and measurable terms and that is achievable with a specific time frame.

**Obligations** - Amounts which a government may be legally required to meet out of its resources. They include not only actual liabilities, but also encumbrances not yet paid.

**Operating Budget** - Plan of current expenditures and the prepared means to finance them. This budget, associated with providing on-going services to citizens, includes general expenditures such as personal services, contractual services, operating supplies and operating capital items. The budget is the primary measure of controlling financing, acquisition, spending and delivering of services of the entity.

**Operating Expenses** - The cost for personnel, materials and equipment required for a department to function.

**Operating Revenue** - Funds that the government receives as income to pay for ongoing operations. It includes such items as taxes, fees from specific services, interest earnings, and grant revenues. Operating revenues are used to pay for day-today services.

**Proprietary Funds** - Funds used to account for a government's ongoing activities that are similar to those often found in the private sector (i.e., Water & Wastewater Enterprise Funds).

**Public Hearing** - A hearing, publically advertised to promote public input into the annual budget process, held each year prior to the adoption of the Final budget.

**Reserve** - An account used either to set aside budgeted revenues that are not required for expenditure in the current budget year or to earmark revenues for a specific future purpose.

**Resolution** - A special or temporary order of a legislative body; an order of a legislative body requiring less legal formality than an ordinance or statute.

**Resources** - Total amounts available for appropriation including estimated revenues, fund transfers, and beginning balances.

**Revenue** - Sources of income financing the operations of government.

**Revenue Bonds** - Bonds whose principal and interest are payable exclusively from earnings of an enterprise fund.

**Service Level** - Specific quantitative and qualitative measures of work performed as an objective of specific departments or programs.

**Special Revenue Fund** - A fund used to finance distinct activities and is created out of receipts of specific revenues.

**Unreserved Fund Balance** - Undesignated monies available for appropriations.

# ACRONYMS

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AC - Animal Control	GPU - General Plan Update
ACO - Animal Control Officer	HR - Human Resources
ADOH - Arizona Department of Housing	HURF - Highway User Revenue Fund
ADOT – Arizona Department of Transportation	HVAC - Heating Ventilation and Air Conditioning
ADWR - Arizona Department of Water Resource	ID - Improvement District
AMRRP - Arizona Municipal Risk Retention Pool	IGA - Intergovernmental Agreement
ARS - Arizona Revised Statutes	ISP - Internet Service Provider
ASRS - Arizona State Retirement System	JCEF - Judicial Collection Enhancement Fund
ASSMT - Assessment	JTED - Joint Technology Education District
AV - Audio Visual	LGIP - Local Government Investment Pool
AZ - Arizona	LTAf - Local Transportation Assistance Fund
CAFR - Comprehensive Annual Financial Report	MGPA - Minor General Plan Amendment
CD - Compact Disc	MIS - Management Information Systems
CDBG - Community Development Block Grant	MPC - Municipal Property Corporation
CIP - Capital Improvement Plan	MUTCD - Manual of Uniform Traffic Control Devices
COC - Chamber of Commerce	NACOG - Northern Arizona Council of Governments
COLA - Cost of Living Adjustment	NAMUA - Northern Arizona Water Users Association Officer
COP - Citizens on Patrol	OSHA - Occupational Safety & Health Administration
CPI - Consumer Price Index	PAD - Planned Area of Development
CTR - Center	PANT - (P.A.N.T.) Prescott Area Narcotics Taskforce
CUP - Conditional Use Permit	PD - Police Department
CVSLID - Chino Valley Street Lighting Improvement District	PPO - Preferred Provider Organization
CWRF - Clean Water Revolving Fund	PSPRS - Public Safety Personnel Retirement System
CYMPO - Central Yavapai Metropolitan Planning Organization	PT - Part-time
DPS GITM - Department of Public Safety Gang Intervention Team	PVEDF - Prescott Valley Economic Development Foundation
DUI - Driving Under the Influence	PW - Public Works
DWRF - Drinking Water Revolving Fund	R&R - Reserve and Replacement
EAP - Employee Assistant Program	RFID - Radio Frequency
EDF - Economic Development Fund	RFP - Request for Proposal
EECBG - Energy Efficiency and Conservation Block Grant	RFQ - Request for Qualifications
EEOC - Equal Employment Opportunity Compliance	S/C - Senior Center
ENR - Engineering News Record	SVCS - Services
FEMA - Federal Emergency Management Administration	TFR - Transfer
FTE – Full-Time Equivalent	TPT - Transaction Privilege Tax
FY - Fiscal Year	UDO - Unified Development Ordinance
GAAP - Generally Accepted Accounting Principles	US - United States
GADA - Greater Arizona Development Authority	USDA - United States Department of Agriculture
GASB - Government Accounting Standards Board	WC - Workers Compensation
GFOA - Government Finance Officers Association	WIFA - Water Infrastructure Finance Authority
GIITEM - Gang and Immigration Intelligence Team	YC - Yavapai County
GIS - Graphical Information Systems	YCT - Yavapai County Trust
GO Bond - General Obligation Bond	
GOHS - Governor's Office of Highway Safety	