

Town of Chino Valley, Arizona

Annual Budget

For Fiscal Year Ending June 30, 2016

Tentative Budget May 26, 2015

CONTENTS

Guide To The Budget Document	5
Town of Chino Valley Council	6
Distinguished Budget Presentation Award	7
Budget Message – Town Manager	8
Town Organization Chart	13
Key Officials and Staff	14
Mission Statement / Community Vision / Corporate Vision	15
Strategic Goals	16
Community Profile	18
Town Of Chino Valley Map	24
Town Of Chino Valley Assessed Value	25
Other Overlapping Taxing Districts	26
Budget Process	27
Budget Calendar	29
Fund Structure	30
Account Structure	32
Basis of Accounting and Budgeting of Funds	33
Budget Definition of Funds	34
Town Financial Policies	35
Operating Management / Budget Policies	35
Capital Management Policies	37
Debt Management Policies	37
Contingency Policy	38
Reserve Policies	38
Financial Reporting Policies	39
Financial Overview	40
Budget Summary	40
Sources and Uses of Funds	40
Summary of Changes In Fund Balance By Fund	42
General Fund Balance	43
Special Revenue Fund – Highway User Fund (HURF)	45
Capital Improvements Fund	47
Water Enterprise Fund	49

Sewer Enterprise Fund.....	51
Interdepartmental Charges	53
Inter fund Transfers Summary.....	54
Revenue	55
Revenue Detail By Fund.....	56
General Fund	57
Special Revenue Funds – Highway User Revenue	61
Capital Improvement Funds	62
Enterprise Funds – Water	64
Enterprise Funds – Sewer	65
Debt Service Fund.....	66
Other Funds – Non Major Funds	67
Budget Format Tutorial	68
Expenditure Detail By Department.....	70
Town Clerk.....	71
Town Manager.....	76
Human Resources.....	79
Non Departmental.....	82
Municipal Court	84
Finance.....	87
Mayor and Council.....	89
Police	90
Animal Control.....	95
Development Services Division.....	98
Planning.....	102
Building Inspection	105
General Services Division.....	108
Prosecutor	109
Management Information Systems / GIS	112
Library.....	116
Senior Center.....	120
Public Works Division	123
Parks Maintenance	124
Facilities Maintenance	126

Fleet Maintenance.....	129
Engineering.....	131
Recreation.....	134
Aquatic Center.....	136
Highway User Revenue (HURF) – Roads.....	138
Enterprise Funds.....	141
Water Enterprise.....	142
Wastewater Enterprise.....	145
Non Major Funds.....	148
Community Development Block Grant.....	149
Grants Fund.....	150
Special Revenue Fund – Court.....	154
Capital Asset Replacement.....	156
Impact Fee Funds.....	157
Special Revenue Fund - Police Department.....	160
CVSLID – Street Lighting Improvement Districts.....	161
Capital Improvement Fund.....	162
Capital Improvement Projects FY 15/16.....	165
Capital Improvement Projects Five Year Projection.....	170
Capital Improvement Unfunded Capital.....	171
Bonded Indebtedness.....	177
Bonded Debt Capacity – General Obligation Bonded Debt.....	179
Personnel Schedules & Benefits.....	183
Personnel Summary By Fund.....	190
Personnel Summary By Position.....	191
Grade and Step Pay Plan.....	192
Revenue Projections – 5 Year.....	194
Expenditure Projections – 5 Year.....	197
Other Community Comparisons.....	199
State Budget Forms.....	204
Budget Resolution – Adopt Tentative Budget.....	216
Budget Resolution – Adopt Expenditure Limitation.....	217
Glossary.....	218
Acronyms.....	222

GUIDE TO THE BUDGET DOCUMENT

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 2014/2015 accomplishments for the current fiscal year, FY 2015/2016 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 under the Finance Department, finance reports section.

TOWN OF CHINO VALLEY COUNCIL

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 December 2016



Darryl L. Croft, Vice Mayor
Term Ends December 2016



Mike R. Best, Councilmember
Term Ends December 2016



Pat McKee, Councilmember
Term Ends December 2018



Lon Turner, Councilmember
Term Ends December 2016



Don Wojcik, Councilmember
Term Ends December 2018

Note – Council currently has one vacancy.

DISTINGUISHED BUDGET PRESENTATION AWARD

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, 2014. 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

Honorable Mayor, Town Council, Staff and Community:

I am proud to present the Town of Chino Valley's budget for 2015 -2016. Staff has improved upon this award winning financial program to include additional details and comparisons relative to the Town's financial status and performance. We've broadened our reporting to show 5 and 10 year horizons for operational and capital expenses, and we have created a capital budget to empower Council to plan for the Town's future investments in heavy equipment, fixed assets, rolling stock and utility/enterprise expansions.

Our projections for both revenues and expenditures are becoming more refined, and we have moved from an ultra-conservative posture to a more realistic stance when it comes to estimating revenues and expenditures. We can do

Town of Chino Valley	Fiscal Year 2014/2015	Fiscal Year 2015/2016	% Change
General Fund Budget	\$7,854,300	\$8,001,500	+1.8%
Total Budget	\$29,966,774	\$23,937,400	-20.1%

this in part because of the work that's been done to capture data (both revenue and expenditures), document processes and establish consistency in how we recognize and project these items. Further, the ability to plan over a 5 year operational horizon and a 10 year capital plan allows us to set goals, make adjustments along the way, and hopefully surpass expectations. Maintaining a healthy reserve and sticking to our new reserve policy will provide a comfort level as we move through this transitory period towards a fully sustainable financial posture.

Major structural changes are being made to the way the Town holds its utility/enterprise assets, and to the size and operation of same. This began with the waste water treatment plant buyout, and will move forward with the Prescott water acquisition. These changes are designed to provide stability to the enterprises and relief to the general fund, and it is our hope that we will achieve rate freezes and possibly utility rate rollbacks as a result. Since the failure of the GO Bond, our goal has been to expedite this work and bring relief to the Town's rate payers as soon as possible.

In combination with this budget, staff has also developed a revenue manual that details/defines all sources of revenue that the Town receives, as well as how projections are used 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.

We have also developed and submitted a Comprehensive Annual Financial Report (CAFR) – which is a standard financial report organizations of our size (and larger) typically provide to document the financial performance of the organization. We look forward to introducing the Council and the community to the information highlighted within the CAFR – it will provide additional details and

operational perspectives that are not covered in an annual budget or revenue manual. These three documents together (CAFR, Budget & Revenue Manual) are typically used to provide the complete financial picture of a locality, with the annual audit being a review and confirmation of the administration's data, policies and procedures -- and we are proud to be among those communities in AZ and nationwide that produce a complete set of this information for the public's review each year.

As our staff, policies, processes and reporting and planning tools mature, managing our finances and operations 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 than we found it -- so future generations can more easily sustain a great quality of life for their children.

Another Cross-Road for the Town

The Town of Chino Valley faces another cross-road this year. The failure of the GO Bond necessitated the use of Revenue Bonds to accomplish financial restructuring of the sewer plant, creating a balanced financial operation for that utility. Major changes (using Revenue Bonds) are also suggested for the Town's water infrastructure to make it self-sufficient. Both of these changes are necessary to create stable financial operation of the utilities -- and acquisition of the Prescott water system is a critical part of this effort.

Heavy maintenance on Town roads, deferred since 2008, has now become an issue we must address. The Town has deferred maintenance across 100+ of our 142 miles of roads, forgoing about \$8-9 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). 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. Foremost among these in terms of financial impact is road surface maintenance/replacement -- and review of the proposed Capital Program shows minor, limited funding directed to this purpose for the next 5+ years. We're going to have to do better.

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, and through the subsidy of human services and recreation programs. This situation has existed since the water and sewer utilities were created, and has gotten worse since the onslaught of the recent recession. The Revenue Bond work that has been completed in 2014 and is under way in 2015 is designed to fix the financial problems in the utilities, but due to the limited funding and smaller repayment pool (only utility account holders participate in revenue bond repayment) this solution will take longer to effect positive changes than the GO Bond measure would have. During the interim, the Town will have to prioritize the use of its limited resources, and continue to focus on bringing grant funds in to empower the organization to eliminate blight and spur growth in the local economy. If the Town is to receive additional revenues to meet

existing and future needs, without a GO Bond, they must come from grants or some form of sales taxes, and creating additional retail and commercial choices in Chino Valley will help accomplish that.

While not comprehensive, the capital program in this budget contains the most important items that have the strongest financial impact on the Town's fiscal posture. This budget and its capital program attempt 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 restructuring of the water and sewer utilities, which requires the Prescott water acquisition to conclude successfully.

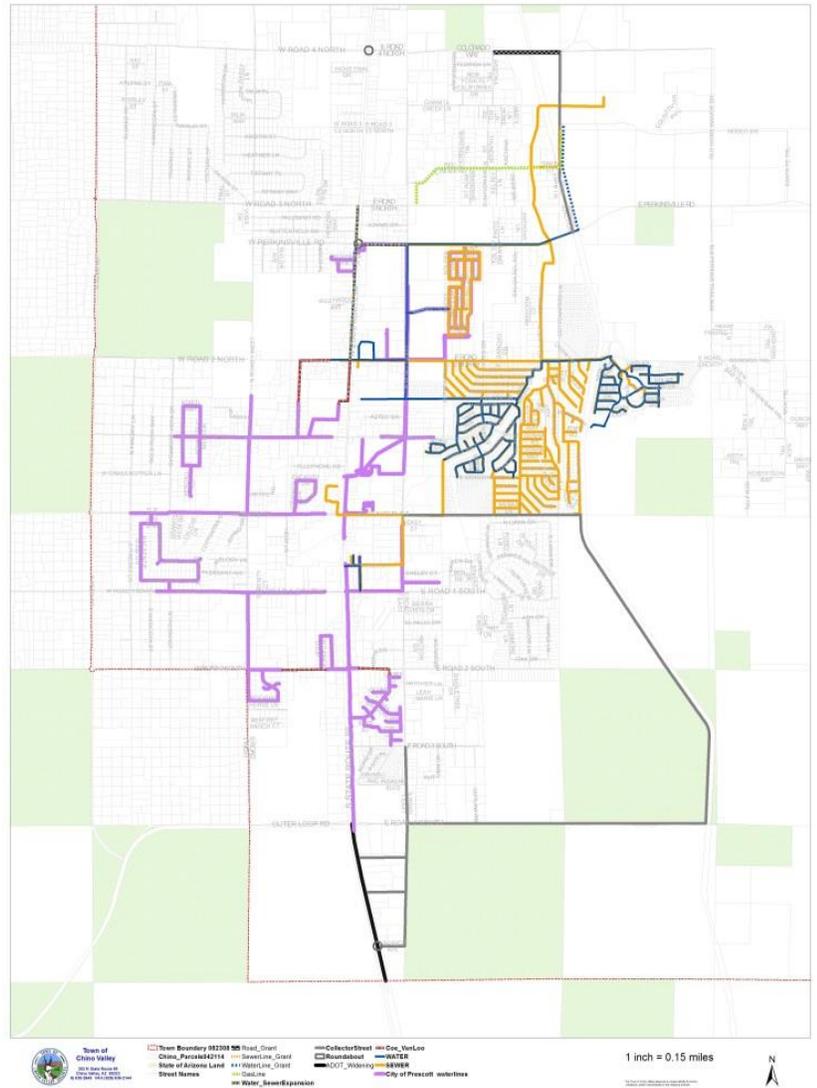
The Prescott Water Acquisition

Prior attempts to acquire this system from Prescott have failed; however, the administration is confident that it has developed an approach that can succeed. This system (purple lines on map) represents some 650 water 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 water rates.

Further, Chino landowners currently served by the City of Prescott water system pay significantly higher Prescott meter charges and impact fees to access water, and must provide fire flow tanks and pumps for their developments because the system does not guarantee fire flows. Lastly, non-CVID properties proximal to the Prescott water system are not allowed to connect to the system – they are not allowed access to the water regardless of the pricing.

This has combined to have a chilling effect on land development in Chino Valley, especially since this system stretches along Hwy 89 – all the way from Perkinsville Road to Road 5 South.

Acquisition of the Prescott water system will ensure that there are enough utility users on the water system for it to stand on its own, and more importantly, will change the financial setup of the water utility so it too will break even and have capital improvement funds. And, 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. 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.

In the current utility rate schedule, the Town must grow its water system by 435 accounts this year, to maintain the existing rate increases as planned. Acquisition of the Prescott system would exceed this requirement by 50% and should allow the Town to freeze scheduled rate increases. If the Town fails to create the required expansion in users, a new rate table with greater increases will be required to make the water system break even.

Reaching Out for Additional Infrastructure Resources

Over the past three years the Town has begun an aggressive campaign to secure grant and low interest loan funds to address many of the community’s needs. Current plans have the Town accessing \$6M in grants with less than a 1 ½ % match, and just under \$7M in Revenue Bond funded low interest loans (WIFA funds for water and sewer, that are paid off by water and sewer utilities). This is an important part of the Town’s future, as these needs will be met without the use of sales tax revenues, and once complete, these projects will generate much needed relief to the general fund.

	Grants	Required Match	In-Kind Work	WIFA Loans (2% 20 Years)	TOTALS
Industrial Park	2,400,302	124,911	37,750		2,562,963
Community Development	642,993				642,993
Sewer Plant Buyout	478,829			2,963,671	3,442,500
Prescott Water Acquisition	636,000			3,909,000	4,545,000
Flood Control Projects	1,584,830				1,584,830
USDA Refinance	500,000				500,000
TOTALS	6,242,954	124,911	37,750	6,872,671	13,278,286
<i>% of Total</i>	<i>47.0%</i>	<i>0.9%</i>	<i>0.3%</i>	<i>51.8%</i>	
ADOT ROUND-A-BOUNTS (4)	5,750,000	800,000			6,550,000
ADOT 89 WIDENING	17,350,000				17,350,000
ADOT SIDEWALKS	1,240,000				1,240,000
TOTALS	24,340,000	800,000	0	0	25,140,000
<i>% of Total</i>	<i>96.8%</i>	<i>3.2%</i>	<i>0.0%</i>	<i>0.0%</i>	
GRAND TOTALS	30,582,954	924,911	37,750	6,872,671	38,418,286
<i>% of Grand Total</i>	<i>79.6%</i>	<i>2.4%</i>	<i>0.1%</i>	<i>17.9%</i>	

The chart above details some of the Town’s efforts to leverage its dollars with outside funds in order to address local needs:

- Industrial Park – the Town is putting the Old Home Manor acreage to work, to create jobs and support families in the community.
- Community Development – investments in rehabilitating homes and paving roads in low/moderate income neighborhoods.
- Sewer Plant Buyout – now complete, the Town saves \$25,000 a month, taking some of the pressure off the General Fund, and leaving some cash for road repair.
- Prescott Water Acquisition – lowering 650 families' water bills by 40% or more, and making water more accessible and affordable across the Town.
- Flood Control Projects – putting County tax dollars to work, protecting homes from flooding in Chino Valley.
- USDA Refinance – Lowering the interest on Town debt and saving \$40,000 a year in interest payments, while also creating funds to extend the Town's sewer system.

Looking Forward

Current administrative efforts and the Revenue Bond/Grant strategies are all designed to:

1. **Expedite** the dates on which the Town can freeze and later roll back utility rates
2. **Empower** the Town Council to plan ahead for operations as well as capital expenditures
3. **Maintain** strong financial reserves & create long term financial stability for the local government
4. **Continue** the provision of excellent government services, at the lowest possible costs
5. **Enable** the water and sewer utilities to expand, to support economic development
6. **Increase** effluent recharge to bank future water rights for the Town
7. **Grow** jobs and the local economy, producing wealth in the community and increased sales tax revenues for the local government to meet the community's needs, and
8. **Leverage** technology and civic engagement to help the community more easily use local government services, understand how and what the local government is doing, and participate in decision making processes

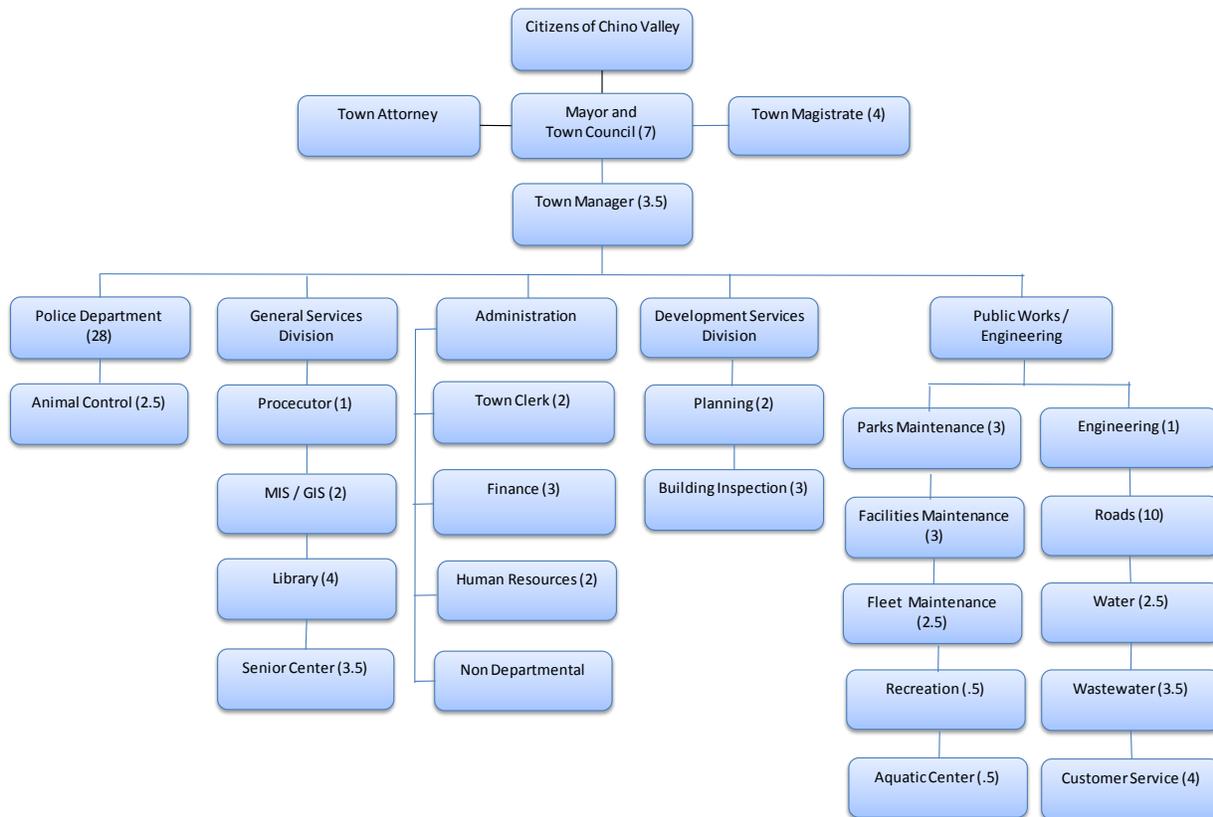
I hope in reading this that you will be intrigued to dive into the details, and reach out to share your thoughts and ideas about how the Town will be moving forward. Chino Valley is an incredible place to live, and with help from the community we can all work together to preserve that -- establishing a foundation to ensure its continuation for our kids.

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

Robert Smith, Town Manager

Ron Grittman, Public Works Director/Town Engineer

Cecilia Grittman, Assistant Town Manager

Jami Lewis, Town Clerk

Joe Duffy, Finance Director

Chuck Wynn, Chief of Police

Laura Kyriakakis, Human Resources Director

Scott Bruner, Library Director

Cyndi Thomas, Supervisor Senior Center

Kenny Tribolet, Public Works Manager

Ruth Mayday, Development Services Director

Dan Trout, Chief Building Official

Chris Bartels, Utility Supervisor/Recreation/Aquatics/Parks

Spencer Guest, Information Technology Specialist

MISSION STATEMENT

“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

“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

“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

Strategic Plan

The Mayor and Council adopted the Chino Valley Strategic Plan on October 14, 2014. A copy can be viewed at www.chinoaz.net.

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.

Below is a summary of the Key Result Areas, Goals,

Key Result Area 1: Strong Fiscal Health

Goal 1: Develop adequate revenue instruments for full funding of budget and CIP

Objective A: Council Policy on Contingency Funds

Objective B: Committee for taxing Medical Marijuana

Objective C: Set up funding for Unique Programs/Sustainable Development

Objective D: Establish plan for Rainy Day Fund

Goal 2: Resolve Town's budgetary/financial issues

Objective A: Plan for bond election to finance infrastructure acquisition

Objective B: Reach consensus regarding Cameron Ranch

Goal 3: Resolve outstanding legal issues

Objective A: Reach settlement with Cortez

Objective B: Renegotiate Concessionaire Agreement with Prescott Shooting Club

Objective C: Town Code compliant with Arizona Revised Statutes

Objective D: Brightstar development agreement and water rights

Objective E: Resolve issues with Unified Development Ordinance

Key Result Area 2: Sustainable Economic and Community Development

Goal 1: Complete the CV Industrial and Commercial Development Plan

Objective A: Develop CV Industrial and Commercial Development Plan

Objective B: Initiate business attraction and retention efforts for Old Home Manor

Objective C: Develop programs to support entrepreneurs and small businesses in Chino Valley

Objective D: Complete 5 year flood management plan

Goal 2: Complete the CV Water and Wastewater Infrastructure Plan

Objective A: Acquire Prescott Water and Fann Environmental Wastewater Treatment Plan

Objective B: Interconnection of Prescott and Chino Water systems

Objective C: Acquire Wastewater Treatment System

Objective D: Develop long-range water resource program

Goal 3: Complete the CV Road Projects Infrastructure Plan

Objective A: Complete the CV Road Projects Infrastructure Plan

Key Result Area 3: Community Engagement and Communication

Goal 1: Certify a partnership agreement for joint cooperation between Chino Valley leaders and Town partners to work cooperatively on advancing Strategic Plan Goals

Objective A: Craft partnership agreements with community partners

Goal 2: Engage citizens in ongoing dialog

Objective A: Institute annual surveys of residents to gauge sentiment about Town Policies

Goal 3: Improve communications between Town and Citizens

Objective A: Update/Upgrade Town Website

Objective B: Implement Software as Services (SAS) for Development Services

Objective C: Departments to provide activity reports to Council on a quarterly basis

Objective D: Public Works provides an annual schedule for road maintenance

COMMUNITY PROFILE

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.

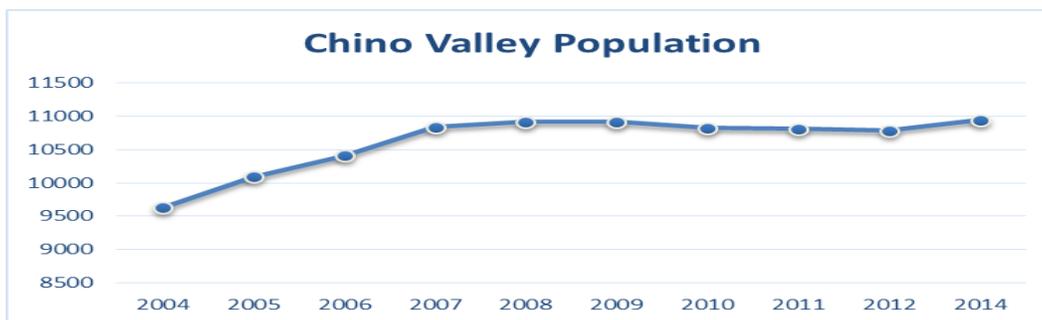
Chino Valley has experienced much growth since its early beginnings. Affordable housing, large plots of land and significant availability of services continue to draw residents and businesses to the area.

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	2014			2012	2010	2000
	Population	Land Area Square Mile	% of County			
Population Estimates for Yavapai County				Population	Population	Population
Yavapai County Total	218,844	8,124	100.13%	211,583	210,899	169,520
Camp Verde	11,018	43	5.03%	10,883	10,875	8,741
Chino Valley	10,943	63	5.00%	10,783	10,825	8,701
Clarkdale	4,097	11	1.87%	4,072	4,103	3,298
Cottonwood	11,424	17	5.22%	11,224	11,238	9,033
Dewey-Humboldt	3,894	19	1.78%	3,889	3,896	3,132
Jerome	444	1	0.20%	442	441	354
Prescott	40,590	42	18.55%	39,865	39,771	31,968
Prescott Valley	39,791	39	18.18%	38,964	38,839	31,219
Dual Counties Yavapai, Maricopa, Coconino	7,206	28	3.29%	7,206	7,198	5,781
Unincorporated Areas	89,718	7,862	41.00%	84,255	83,714	67,289

Source: Census.gov



Community Profile - Continued

Population by Sex, Est	2014	Percentage	2010	Percentage	2000	Percentage
Total Population	10,943	100%	10,817	100%	7,835	100%
Male	5,294	48.4%	5,333	49.3%	3,845	49.07%
Female	5,649	51.6%	5,484	50.7%	3,990	50.93%

Source: U.S.Census Bureau - www.census.gov/easystats

Population by Age, Est	2014	Percentage	2010	Percentage	2000	Percentage
Persons under 5 years	689.4	6.30%	682	6.30%	475	6.06%
Persons under 18 years	2505.9	22.90%	2477	22.90%	1604	20.47%
Persons between 18 and 65 years	5537.2	50.60%	5473	50.60%	4483	57.22%
Persons 65 years and over	2210.5	20.20%	2185	20.20%	1273	16.25%
Total Population	10943	100%	10,817	100%	7,835	100%

Source: U.S.Census Bureau - www.census.gov

Schools in Chino Valley								
	<u>2014</u>	<u>2013</u>	<u>2012</u>	<u>2011</u>	<u>2010</u>	<u>2009</u>	<u>2008</u>	<u>2007</u>
Public Schools - Home of the Cougars								
Del Rio Elementary	691	686	527	520	575	621	627	630
Territorial Elementary School	187	161	383	410	429	501	528	572
Heritage Middle School	721	693	563	582	658	658	707	716
Chino Valley High School	727	724	748	779	738	825	831	801
Charter Schools								
Mingus Springs Charter School – Home of the Bobcats	174	151	162	158	165	163	169	174
College								
Yavapai College	477	375	369	342	438	410	530	550

Source: Chino Valley Schools/Yavapai College

Community Profile - Continued

Neighborhood Resources	
Active Parks	
Memory Park	1
Community Center	1
Old Home Manner	1
Passive Parks	
Center Street Park	1
Appaloosa Meadows open space	1
Activities	
Ball Fields	6
Playgrounds	2
Aquatic Center	1
Dog Park	1
Park Acres	47
Trails within the town	3 Miles

Source: Town of Chino Valley

Infrastructure		
	<u>2014</u>	<u>2013</u>
Total Miles of Streets	143	142
Total Paved Streets	105	105
Total Unpaved Streets	38	37
Cold Mix Repairs (lbs)	168 tons	144 tons
Hot Mix Repairs (tons)	0	35 tons
Miles of Water Mains	19.5	19.5
Number of Water Connections	641	606
New Connections	35	0
Miles of Wastewater Lines	23	23
Number of Sewer Connections	1757	1689
New Connections	68	0

Source: Town of Chino Valley

Chino Valley Fire District	
<u>Areas Covered</u>	<u>Stations & Personnel</u>
Chino Valley	Fire houses - 3
Paulden	Employees - 39.5
Unincorporated Areas	

Source: Chino Valley Fire District

Incident Type			
	<u>2014</u>	<u>2013</u>	<u>2008 - 2012</u>
Fire	55	69	231
Explosion - no fire	2	1	2
Rescue /Medical Emergency	1880	1803	7396
Hazardous Conditions - no fire	26	21	110
Misc Service Calls	307	263	1334
Good Intent Call	135	141	577
False Alarm /False Calls	87	75	394
Severe Weather/Natural Disaster	1	6	12
Special Incident Type	3	2	15
Total Calls in period	4510	2381	10,071

Source: Chino Valley Fire District

Community Profile - Continued

Public Safety							
	<u>2014</u>	<u>2013</u>	<u>2012</u>	<u>2011</u>	<u>2010</u>	<u>2009</u>	<u>2008</u>
CALLS FOR SERVICES	11,200	11,120	10,367	13,091	14,514	11,855	11,801
PART 1 CRIMES REPORTED							
Burglary	55	50	43	62	58	49	61
Larceny-Theft	200	189	175	157	165	197	200
Motor Vehicle Theft	25	15	10	16	11	18	13
Assault Arrests (agg & Simple)	100	73	73	69	76	102	101
Homicide	1	1	2	0	0	0	0
PART 2 CRIMES REPORTED							
DUI Arrests	70	54	49	38	47	110	98
Sex Offenses	20	19	22	25	14	18	25
Drugs (Sales, Mfg, Possess)	65	50	43	57	63	42	60
OTHER CALLS FOR SERVICE							
Domestic Violence	70	54	49	48	51	57	61
Accidents	200	198	170	203	174	205	232
CODE ENFORCEMENT							
Reportings	0	137	234	0	0	0	0

Source: Chino Valley Police Department

Elections	2014	2013	2011	2009	2007	2005
<u>Primary - Mayor & Council and Ballot Measure Election</u>						
Number of Registered Voters		<u>March</u>	<u>March</u>	<u>March</u>	<u>March</u>	<u>March</u>
		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>						
Number of Registered Voters			<u>May</u>	<u>May</u>	<u>May</u>	
			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>						
Number of Registered Voters						<u>November</u>
						4187
Number of votes Cast						1862
% of registered voters that Voted						44.47%
<u>Special Election - Bond Measure - Water & Sewer; General Plan</u>						
Number of Registered Voters		<u>November</u>				
		5914				
Number of votes Cast		3587				
% of registered voters that Voted		60.65%				

Information provided by Town Clerk's Department

Community Profile - Continued

Approximate Drive Times From Chino Valley		
Prescott, AZ		24 mins
Prescott Valley, AZ		20 mins
Grand Canyon, AZ	2 Hour	00 mins
Flagstaff, AZ	1 Hour	25 mins
Sedona, AZ	1 Hour	26 mins
Lake Powell, AZ	4 Hours	37 mins
Albuquerque, NM	6 Hours	21 mins
Kingman, AZ	2 Hour	03 mins
Las Vegas, NV	3 Hours	41 mins
Phoenix, AZ	1 Hour	46 mins
Tucson, AZ	3 Hours	31 mins
Los Angeles, CA	6 Hours	53 mins

Source: Mapquest

Weather				
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 01/20/2015

Source: Western Regional Climate Center, wrcc@dri.edu

Community Profile - Continued

2014 Housing Occupancy Statistics	Chino Valley, AZ		Arizona		United States	
Total Units	5,283		2,781,296		126,739,245	
Occupied Units	4,601	93.81%	2,502,883	89.99%	118,402,143	93.42%
Vacant Units	682	6.19%	278,413	10.01%	8,337,102	6.58%
Total Housing Units						
Owner Occupied Units	3,580	78.35%	1,780,416	64.01%	80,110,230	63.21%
Renter Occupied Units	1021	15.46%	722,467	25.98%	38,291,913	30.21%
Vacant Units	682	6.19%	278,413	10.01%	8,337,102	6.58%
Vacant Housing Units						
Vacant Units For Rent	36	11.01%	55,181	19.82%	2,092,454	25.10%
Vacant Units For Sale	74	22.63%	34,781	12.49%	1,243,690	14.92%
Vacant Units Seasonal	100	30.58%	154,625	55.54%	3,265,875	39.17%
Vacant Units Vacant Other	117	35.78%	33,826	12.15%	1,735,083	20.81%

Source: Census.gov

The data for Chino Valley, AZ may also contain data for the following areas: Chino Valley

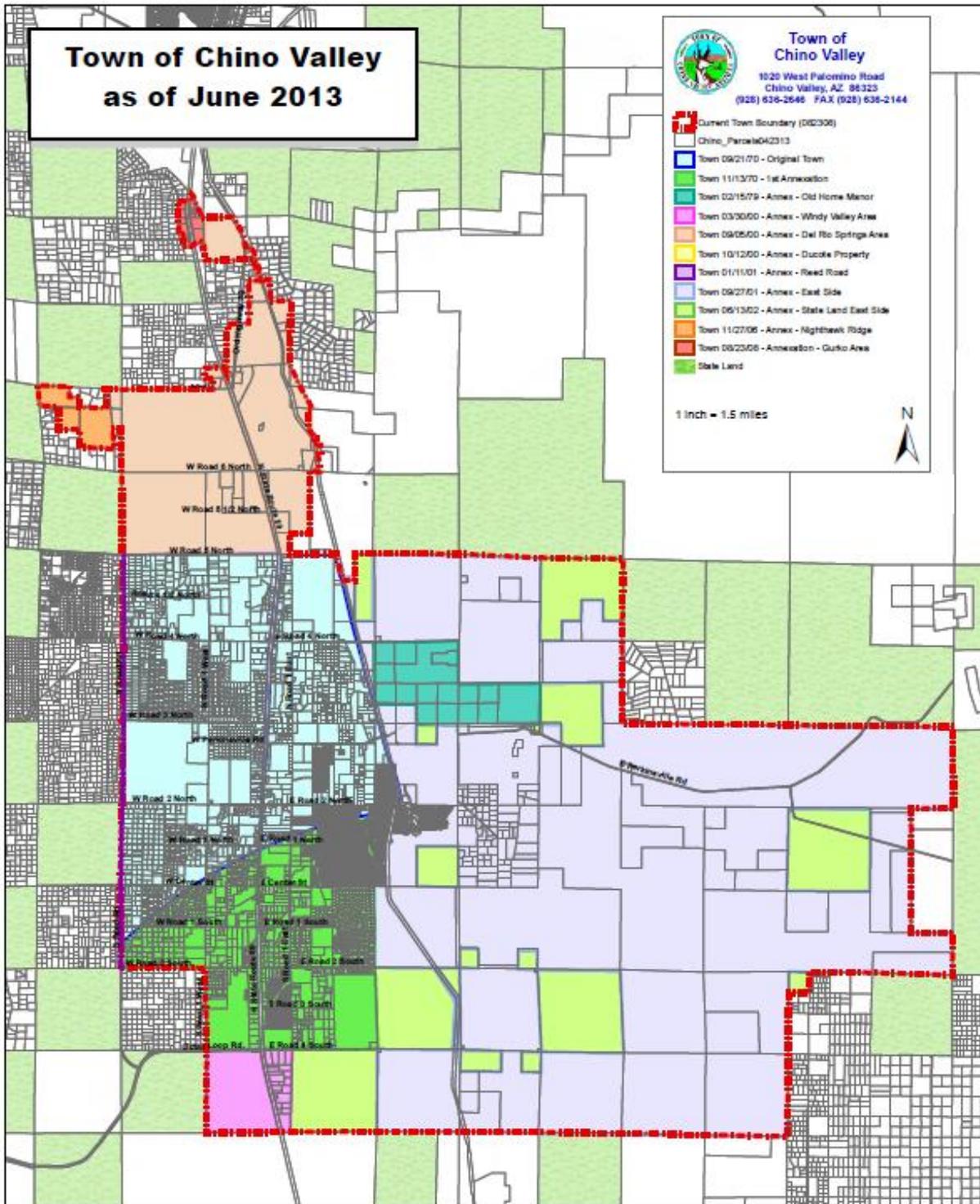
Occupied Units: Housing units that are Owner Occupied or Renter Occupied.

Vacant Units: Housing units that are For Sale and Vacant, For Rent and Vacant, Seasonal and Vacant and Other.

Building Inspections					
	# of Permits	Value of Permits	# of Residential	# of Commercial	
2004	550	\$ 47,331,781.00	509	41	
2005	608	\$ 55,009,375.24	577	31	
2006	472	\$ 32,583,561.48	451	21	
2007	750	\$ 24,257,802.00	727	23	
2008	443	\$ 37,147,423.80	423	20	
2009	180	\$ 4,912,905.06	163	17	
2010	212	\$ 4,571,107.00	194	18	
2011	178	\$ 3,887,705.00	167	11	
2012	184	\$ 19,082,877.00	165	19	
2013	269	\$ 8,527,974.91	249	20	
2014	299	\$ 7,810,944.39	238	61	

Source: Town of Chino Valley

TOWN OF CHINO VALLEY MAP



TOWN OF CHINO VALLEY ASSESSED VALUE

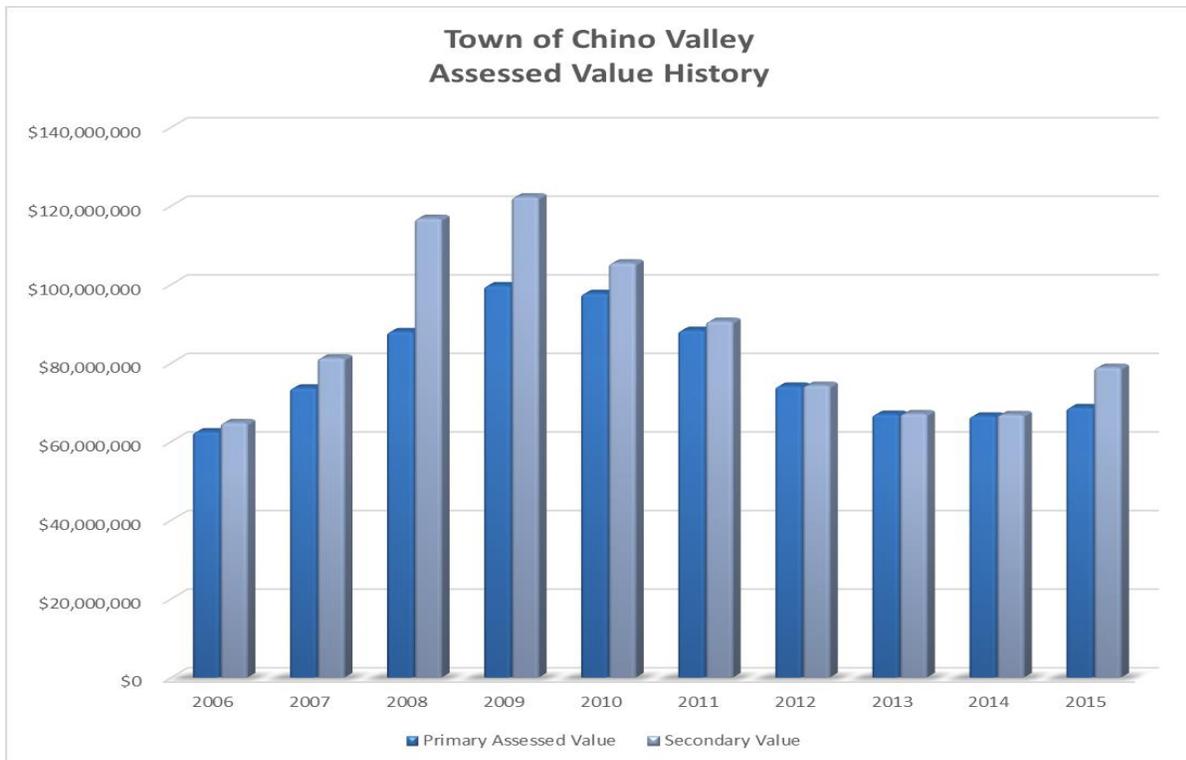
Chino Valley does not assess a primary or secondary property tax. The Town's Assessed Values for the last 10 years are summarized below:

**Town of Chino Valley
Assessed Value History - Last 10 Years***

	2006	2007	2008	2009	2010	2011	2012	2013	2014	2015
Primary Value	\$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	\$68,650,602
% Change	13%	18%	19%	13%	-2%	-10%	-16%	-10%	-1%	3%
Secondary Value	\$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	\$78,892,362
% Change	12%	25%	44%	5%	-14%	-14%	-18%	-10%	0%	18%

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



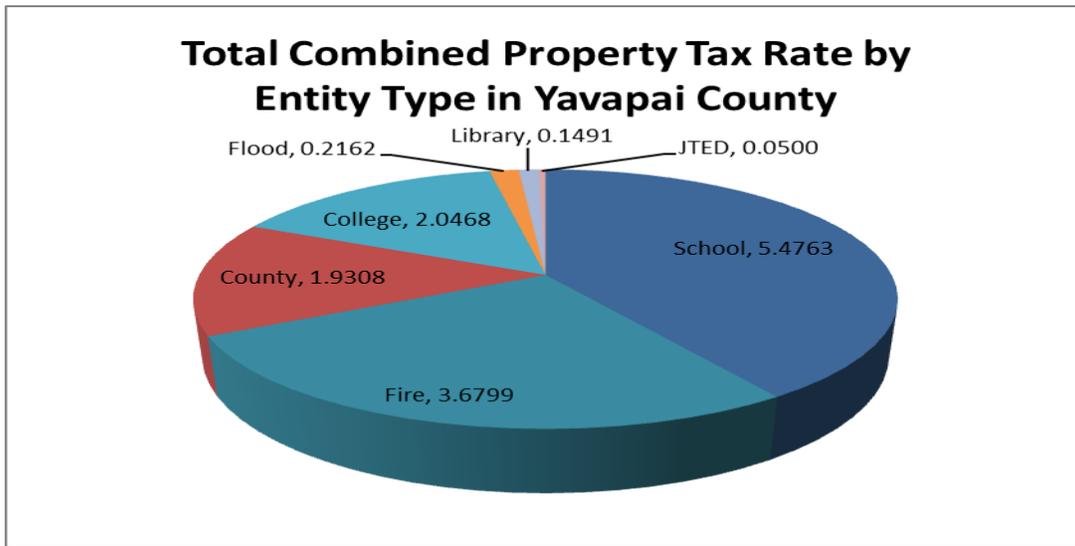
OTHER OVERLAPPING TAXING DISTRICTS

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 2014/2015 are summarized below:

District		Chino Valley
School Equalization	School	0.5123
School District Primary	School	4.9640
School District Secondary	School	0.0000
Total School District		5.4763
Fire Dist. Contribution	Fire	0.1000
Fire Districts	Fire	3.5799
Total Fire District		3.6799
Yavapai County	County	1.9308
Total Yavapai County		1.9308
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
Total Other Districts		2.4621
Total All Districts		13.5491

BUDGET PROCESS

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

**Town of Chino Valley
Budget Calendar
Fiscal Year Ending June 30, 2016**

		Date	State Deadline
Council Retreat to determine next year budget goals / strategic plan		December - February	
Modify/update budget database/format budget		January	
Budget Calendar to departments	Tuesday	February 10, 2015	
Distribute budget materials to departments	Thursday	February 12, 2015	
Study Session with Council	Thursday	February 19, 2015	
Complete revenue projections	Friday	February 27, 2015	
Finance Director meeting with departments		March 2 - 13, 2015	
Budget worksheets due from departments with performance measures	Friday	March 13, 2015	
Departments budget meetings with Town Manager to review base budgets, capital budgets, new personnel requests and other issues		March 16 - 27, 2015	
Revenue Manual/ Preliminary Budget presented to Council - Study Session	Thursday	March 26, 2015	
Council Budget Hearing #1	Thursday	May 7, 2015	
Adopt Tentative Budget	Tuesday	May 26, 2015	July 15, 2015
First publication of Tentative Budget	Wednesday	May 27, 2015	
Second publication of Tentative Budget	Wednesday	June 3, 2015	
Adopt Final Budget	Tuesday	June 23, 2015	8/4/2015

FUND STRUCTURE

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.

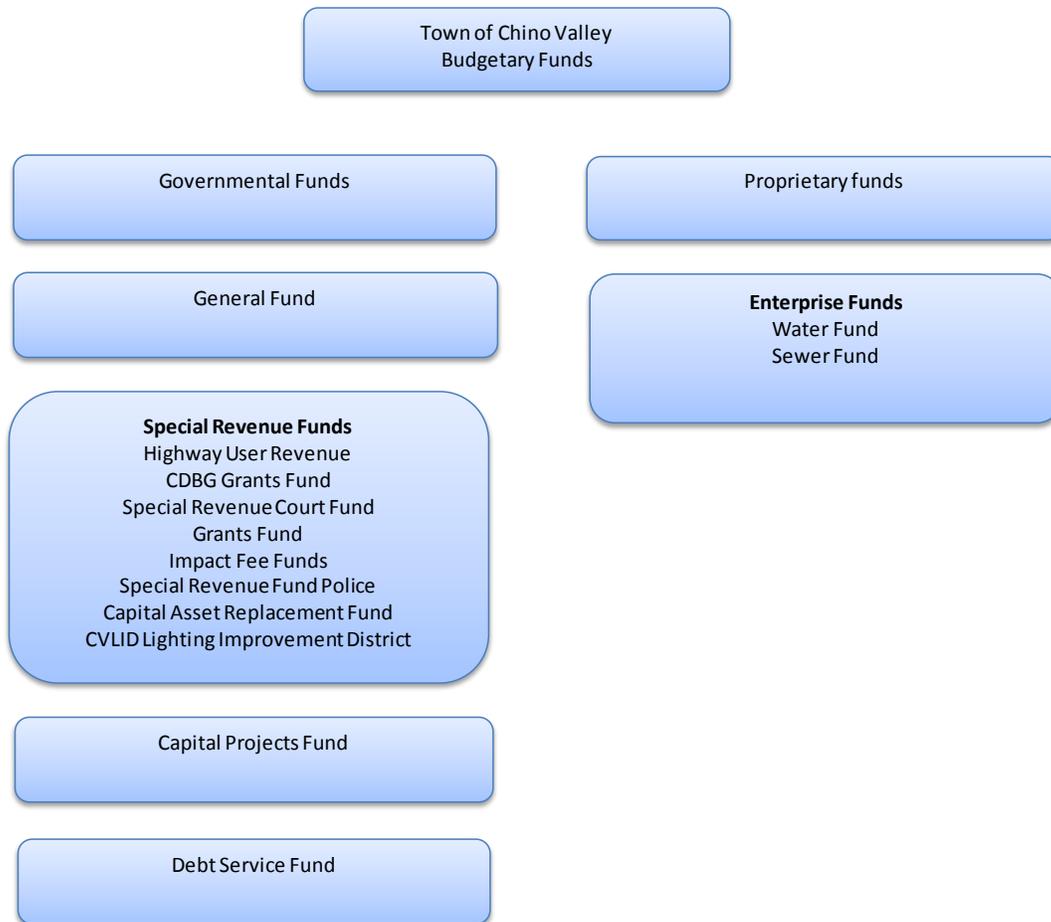
Governmental Funds – uses the modified accrual basis of accounting and budgeting.

- **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.



ACCOUNT STRUCTURE

The account structure for expenditures is used to determine the department for which the transaction is related, as well as the detailed type of transaction. It provides the detailed characteristics for each transaction.

The Town's accounts system account hierarchy for expenditures and revenues is as follows:

Fund	Department	Object Code
XX	XX	XXXX

The expenditure account begins with the fund number such as 01 for the General Fund. The account is then segregated into departments for example 60 for the Police Department. Next the accounts is broken down to the Object Code for example 5350 for office supplies.

For example the complete account code for office supplies in the Police Department is:



The revenue account begins with the fund number such as 01 for the General Fund. The account is then segregated into the basic activity like 31 for Tax Revenues. Next the account is broken down to the Object Code for example 4165 Construction Sales Tax.

For a revenue account, an example of the Construction Sales Tax in the General Fund:



For budget presentation the object code is included within each department's budget summary.

BASIS OF ACCOUNTING AND BUDGETING OF FUNDS

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.

Town of Chino Valley		
Basis of Accounting and Budgeting by Fund Type		
Fund	Basis of Accounting	Basis of Budgeting
General Fund	Modified Accrual	Modified Accrual
Special Revenue Funds		
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
Special Revenue Fund - Police	Modified Accrual	Modified Accrual
CVSLID Street Lighting Improvement District	Modified Accrual	Modified Accrual
Impact Fee Funds	Modified Accrual	Modified Accrual
Capital Asset Replacement Fund	Modified Accrual	Modified Accrual
Capital Project Fund	Modified Accrual	Modified Accrual
Proprietary Funds		
Water Enterprise Fund	Accrual Basis	Accrual Basis
Sewer Enterprise Fund	Accrual Basis	Accrual Basis

BUDGET DEFINITION OF FUNDS

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.

Town of Chino Valley 2015/2016 Budget \$22,937,400

Major Funds

General Fund \$8,001,500

- Prosecutor
- Town Clerk
- Town Manager
- Human Resources
- Magistrate Court
- Finance
- Mgmt. Info Systems
- Mayor and Council
- Planning
- Building Inspection
- Police
- Animal Control
- Recreation
- Library
- Senior Center
- Parks
- Aquatic Center
- Facilities Maintenance
- Vehicle Maintenance
- Engineering
- Customer Service
- Non-Departmental
- Contingency

HURF Fund \$1,014,000

- Roads and Streets

Utility Fund \$7,334,400

- Water Enterprise Fund
- Sewer Enterprise Fund

Capital Improvement Fund \$3,304,000

Debt Service Fund \$737,000

Non Major Funds

Grants Fund \$3,385,000

Special Revenue Fund Court \$38,500

Special Revenue Fund Police Department \$30,000

Lighting Improvement Districts \$4,000

Impact Fee Funds \$79,000

Asset Replacement Fund \$10,000

TOWN FINANCIAL POLICIES

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 2nd 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 30th 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 2015/2016. 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 including the acquisition of the waste water treatment plant.

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

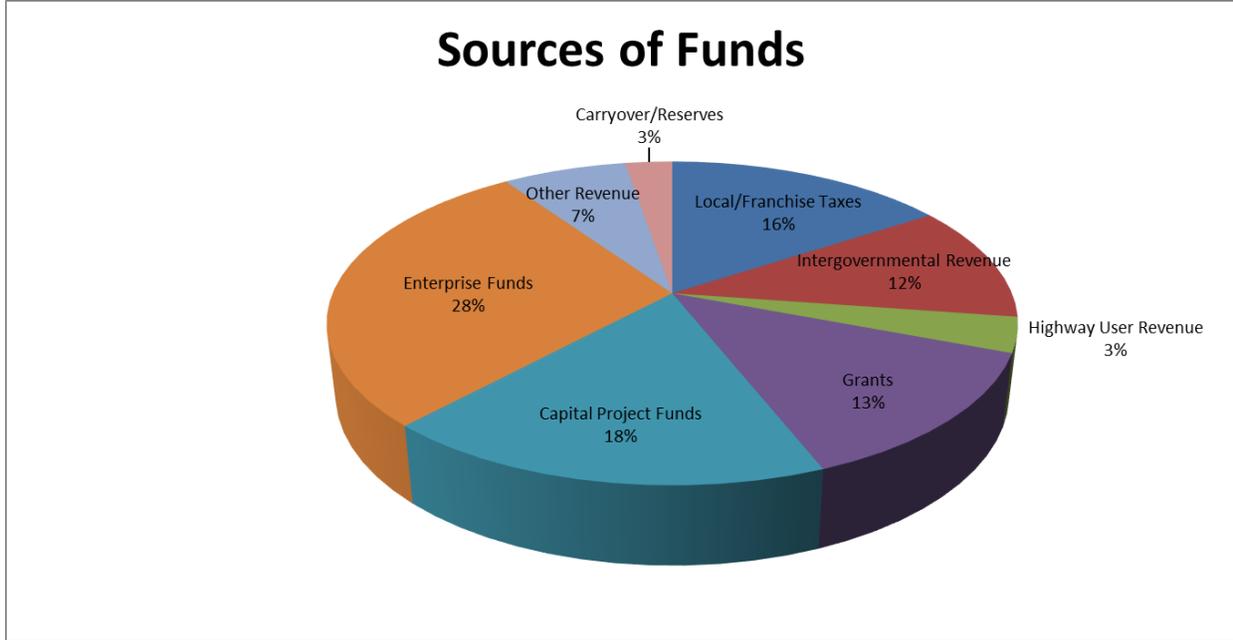
SOURCES AND USES OF FUNDS

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

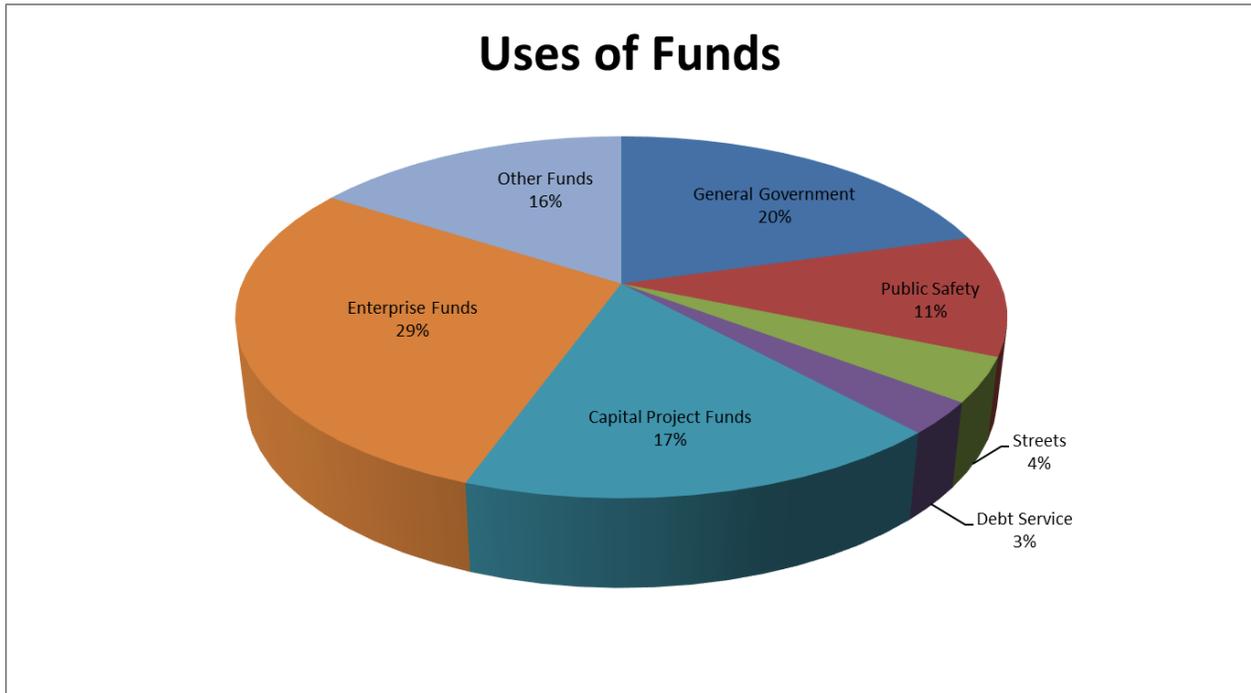
Town of Chino Valley					
Budgeted Total Sources and Uses by Fiscal Year					
	Fiscal Year 2011-12	Fiscal Year 2012-13	Fiscal Year 2013-14	Fiscal Year 2014-15	Fiscal Year 2015-16
Sources of Funds					
Local/Franchise Taxes	\$ 2,372,500	\$ 2,435,500	\$ 4,049,500	\$ 3,902,290	\$ 4,038,500
Intergovernmental Revenue	\$ 2,454,447	\$ 2,797,095	\$ 2,892,400	\$ 2,895,066	\$ 2,976,000
Highway User Revenue	\$ 641,023	\$ 762,561	\$ 763,000	\$ 806,396	\$ 895,000
Grants	\$ 751,935	\$ 859,635	\$ 700,000	\$ 764,000	\$ 3,385,000
Capital Project Funds	\$ 3,276,156	\$ 3,212,220	\$ 4,793,600	\$ 6,491,168	\$ 4,589,500
Enterprise Funds	\$ 1,917,220	\$ 1,808,980	\$ 1,780,000	\$ 2,087,650	\$ 7,322,500
Other Revenue	\$ 621,202	\$ 882,137	\$ 463,478	\$ 1,803,438	\$ 1,783,000
Carryover/Reserves	\$ 3,139,667	\$ 2,490,357	\$ 1,327,288	\$ 1,139,544	\$ 673,900
Total All Funding Sources	\$ 15,174,150	\$ 15,248,485	\$ 16,769,266	\$ 19,889,552	\$ 25,663,400
Uses of Funds					
General Government	\$ 4,142,632	\$ 4,553,285	\$ 4,819,180	\$ 4,558,670	\$ 5,276,400
Public Safety	\$ 2,272,583	\$ 2,275,158	\$ 2,583,050	\$ 2,743,548	\$ 2,775,100
Streets	\$ 712,671	\$ 757,994	\$ 1,019,550	\$ 1,156,600	\$ 1,014,000
Debt Service	\$ 437,133	\$ 851,975	\$ 590,620	\$ 741,932	\$ 737,000
Capital Project Funds	\$ 2,947,502	\$ 2,926,779	\$ 4,700,000	\$ 6,574,686	\$ 4,441,000
Enterprise Funds	\$ 3,673,509	\$ 2,840,734	\$ 2,317,960	\$ 2,410,801	\$ 7,334,400
Other Funds	\$ 988,120	\$ 1,042,560	\$ 738,906	\$ 1,703,315	\$ 4,085,500
	\$ 15,174,150	\$ 15,248,485	\$ 16,769,266	\$ 19,889,552	\$ 25,663,400

The following charts are representations of the Towns revenue and expenditure distribution for fiscal year 2015-2016:

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 2020.

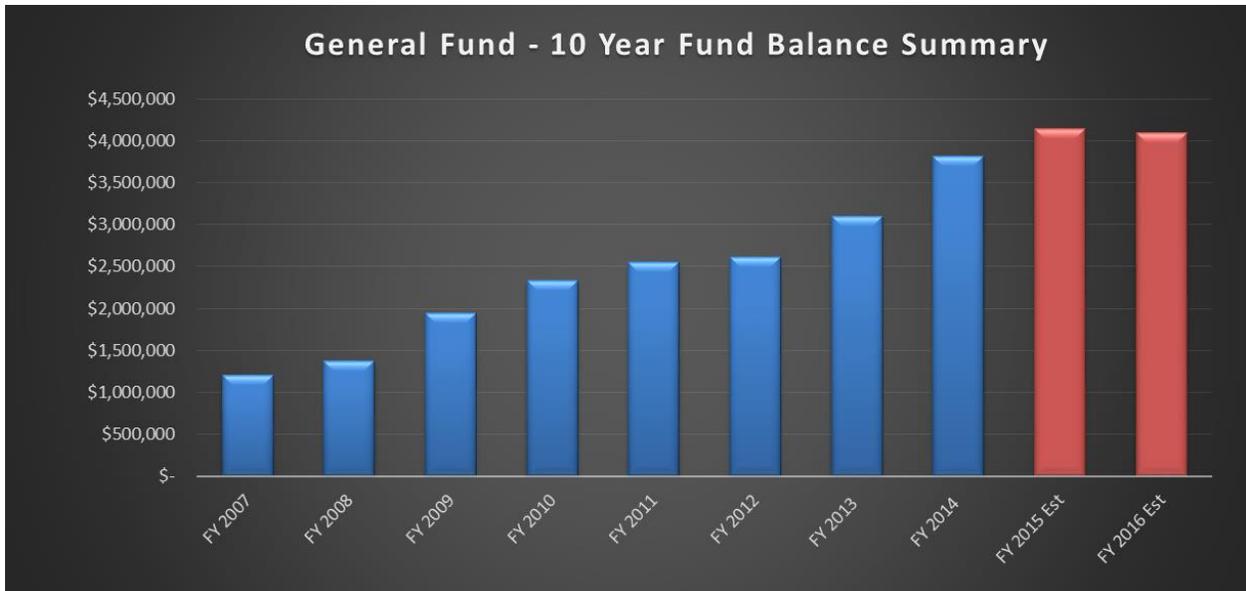
Town of Chino Valley								
Fund Balance by Fiscal Year								
	Total All Funds	General Fund	HURF Fund	Water Enterprise	Sewer Enterprise	Capital Improvement	Debt Service	Total Non Major Funds
Fund Balance 6/30/14	18,953,960	3,819,977	672,734	3,897,173	8,013,092	488,624	292,213	1,770,148
Fiscal Year 2015								
Revenues	18,864,888	7,625,744	829,745	778,092	1,550,927	6,482,255	739,432	858,692
Expenditures	19,889,552	7,302,218	1,156,600	603,083	1,807,718	6,574,686	741,932	1,703,315
Fund Balance 6/30/15	17,929,296	4,143,503	345,879	4,072,183	7,756,301	396,193	289,713	925,525
Fiscal Year 2016								
Revenues	24,989,500	8,001,500	895,000	5,188,000	2,134,500	4,589,500	737,000	3,444,000
Expenditures	25,663,400	8,051,500	1,014,000	5,130,200	2,204,200	4,441,000	737,000	4,085,500
Fund Balance 6/30/16	17,255,396	4,093,503	226,880	4,129,982	7,686,601	544,693	289,713	284,025
Fiscal Year 2017								
Revenues	16,304,674	8,221,930	920,000	661,000	1,751,500	3,449,500	741,744	559,000
Expenditures	15,877,036	8,209,263	929,790	592,467	1,688,272	3,152,000	741,744	563,500
Fund Balance 6/30/17	17,683,035	4,106,170	217,090	4,198,515	7,749,829	842,193	289,713	279,525
Fiscal Year 2018								
Revenues	16,795,173	8,449,099	996,000	680,000	1,877,780	3,491,750	741,544	559,000
Expenditures	16,051,578	8,346,406	993,855	575,530	1,697,243	3,142,000	741,544	555,000
Fund Balance 6/30/18	18,426,630	4,208,862	219,234	4,302,985	7,930,367	1,191,943	289,713	283,525
Fiscal Year 2019								
Revenues	18,348,029	8,684,653	1,023,000	700,000	2,014,083	4,185,000	882,294	859,000
Expenditures	17,516,885	8,555,233	1,008,203	577,803	1,706,353	3,932,000	882,294	855,000
Fund Balance 6/30/19	19,257,774	4,338,282	234,032	4,425,182	8,238,096	1,444,943	289,713	287,525
Fiscal Year 2020								
Revenues	17,941,957	8,924,153	1,050,000	692,000	2,206,210	3,580,250	930,344	559,000
Expenditures	16,801,559	8,643,085	1,059,837	576,389	1,706,905	3,330,000	930,344	555,000
Fund Balance 6/30/20	20,398,172	4,619,351	224,195	4,540,794	8,737,401	1,695,193	289,713	291,525

The charts on the following pages detail each of the Town's Major Funds Fund Balance projections from Fiscal Year 2014/2015 through Fiscal Year 2015/2016. 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.

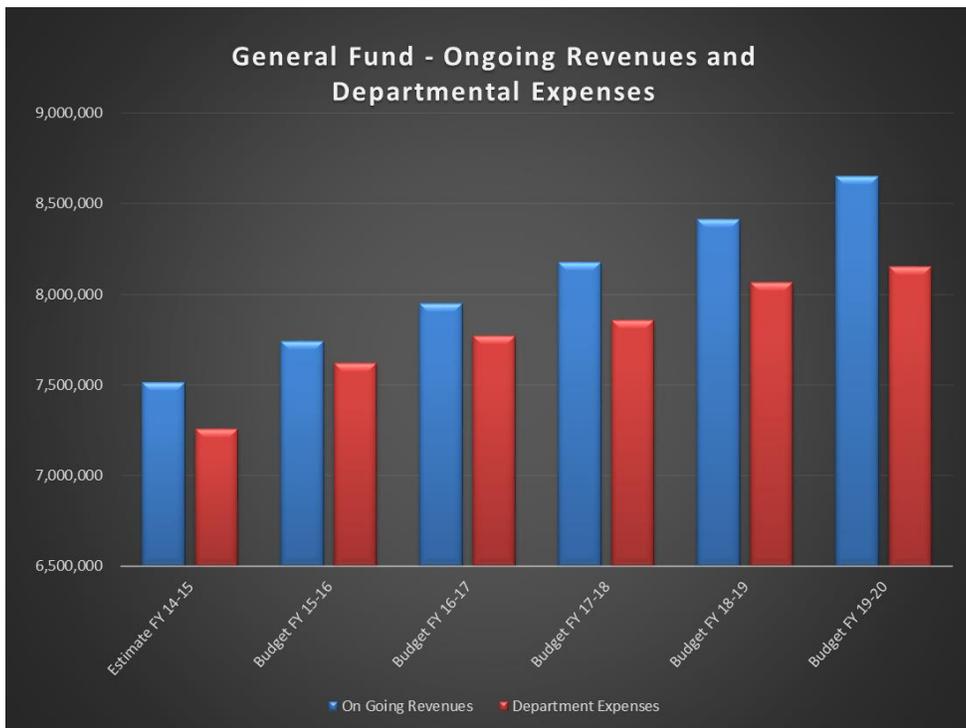
GENERAL FUND BALANCE

TOWN OF CHINO VALLEY			
GENERAL FUND			
	Budget FY 14-15	Estimate FY 14-15	Budget FY 15-16
REVENUES			
On Going Revenues	7,404,213	7,515,744	7,741,500
Transfers In - Capital Improvement Fund	100,000	100,000	250,000
Transfer In - Polices Special Revenue	10,000	10,000	10,000
Carry Over	340,087		-
TOTAL REVENUES	\$ 7,854,300	\$ 7,625,744	\$ 8,001,500
EXPENDITURES			
Department Expenditures	7,487,300	7,255,218	7,621,500
Contingencies	367,000	47,000	380,000
Transfers To HURF			50,000
TOTAL EXPENDITURES	\$ 7,854,300	\$ 7,302,218	\$ 8,051,500
REVENUES (UNDER) OVER EXPENDITURES	\$0	\$323,526	(\$50,000)
BEGINNING FUND BALANCE	\$ 3,709,722	\$ 3,819,977	\$ 4,143,503
REVENUES (UNDER) OVER EXPENDITURES	\$0	\$323,526	(\$50,000)
ENDING FUND BALANCE	\$ 3,709,722	\$ 4,143,503	\$ 4,093,503
LESS INTERFUND LOANS	\$ 1,300,000	\$ 1,453,548	\$ 1,400,000
TOTAL AVAILABLE RESOURCES	\$ 2,409,722	\$ 2,689,955	\$ 2,693,503
Minimum Reserve Requirement @ 25% of total expenditures	1,963,575	1,825,555	2,012,875
The Total Available Resources reflect the current assets available for use less the Interfund Loans.			

The General Fund Balance met its required reserve level in Fiscal Year 2013/2014. The Town will begin transferring a portion of its Carry-Over balance to the HURF fund each fiscal year to begin funding additional road improvements.



The General Fund Balance has shown steady growth since 2007. The Town continues to budget conservatively to ensure this trend continues.

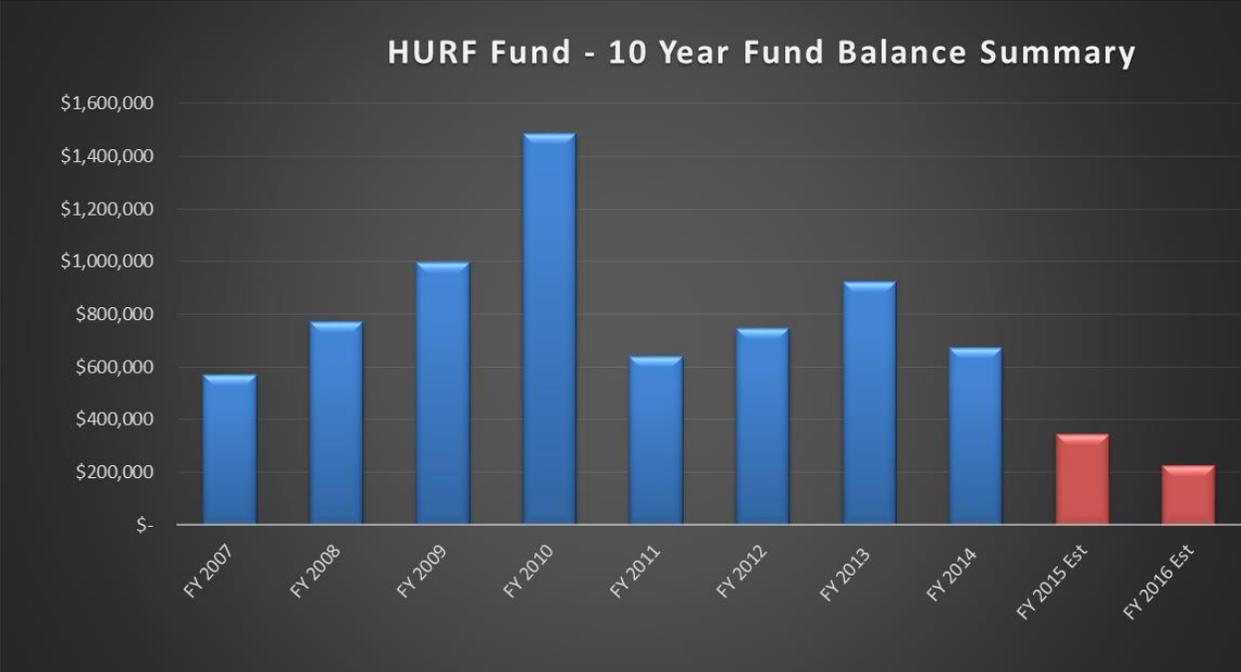


The Chart above compares the On Going Revenues with the Department Expenses each fiscal year. This chart excludes Transfers In from other funds and the amount budgeted for contingency.

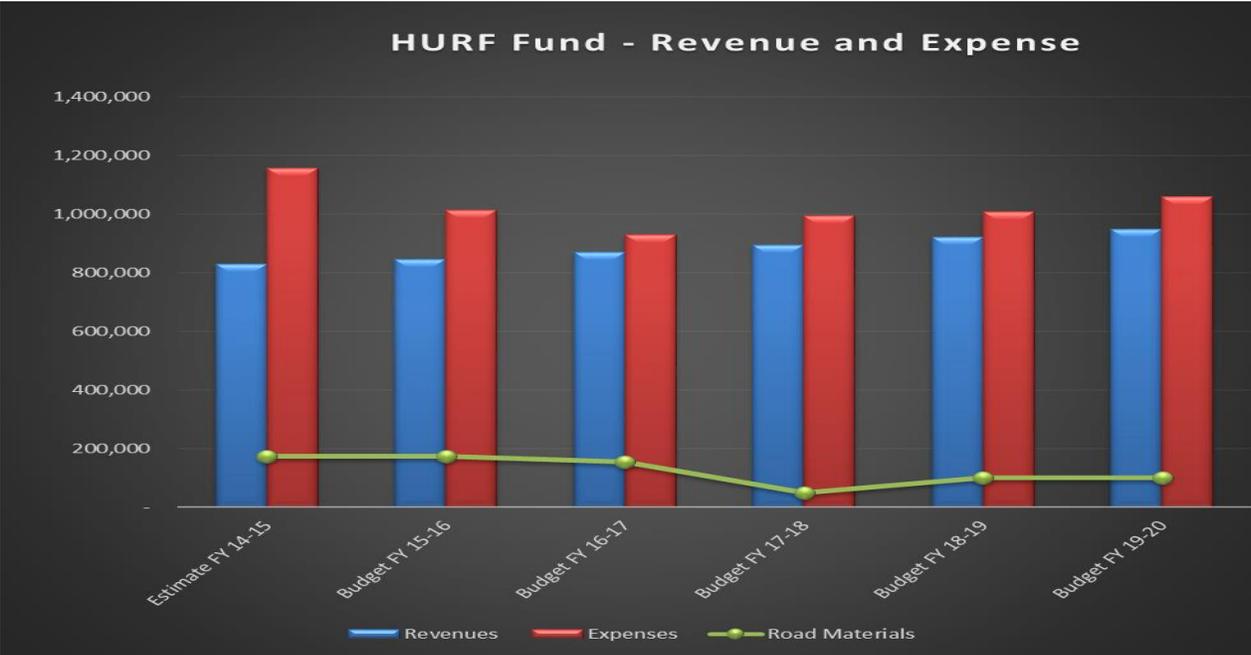
SPECIAL REVENUE FUND – HIGHWAY USER FUND (HURF)

TOWN OF CHINO VALLEY			
HURF FUND			
	Budget FY 14-15	Estimate FY 14-15	Budget FY 15-16
REVENUES			
On Going Revenues	807,350	829,745	845,000
Transfers In - General Fund			50,000
Carry Over	428,000	345,879	-
TOTAL REVENUES	\$ 1,235,350	\$ 1,175,624	\$ 895,000
EXPENDITURES			
Department Expenditures	875,350	831,600	859,000
Road Material	175,000	175,000	155,000
Perkinsville Roundabout	150,000	150,000	-
TOTAL EXPENDITURES	\$ 1,200,350	\$ 1,156,600	\$ 1,014,000
REVENUES (UNDER) OVER EXPENDITURES	\$35,000	\$19,024	(\$119,000)
BEGINNING FUND BALANCE	\$ 716,757	\$ 672,734	\$ 345,879
REVENUES (UNDER) OVER EXPENDITURES	(\$428,000)	(\$326,855)	(\$119,000)
ENDING FUND BALANCE	\$ 323,757	\$ 345,879	\$ 226,879
Minimum Reserve Requirement @ 25% of department expenditures	300,088	289,150	178,500

Highway User Funds are restricted and must be used solely for street and highway purposes. At the end of Fiscal Year 2015, the Town is projecting a fund balance of \$345,879. The Town has increased the HURF budget over the last two fiscal years to use a portion of the fund balance to complete a significant amount of road maintenance work. The Town intends to supplement the HURF from the General Fund each year to increase the amount available for road maintenance.



The Town has been budgeting to use the accumulated Fund Balance in order to complete as much road work as possible.



Fiscal Year 2015/2016 is the last year that town will be able to spend more than the incoming revenues. The Town anticipates increasing the amount transferred in from the General Fund each year in order to maintain the amount of funds available for road maintenance each year.

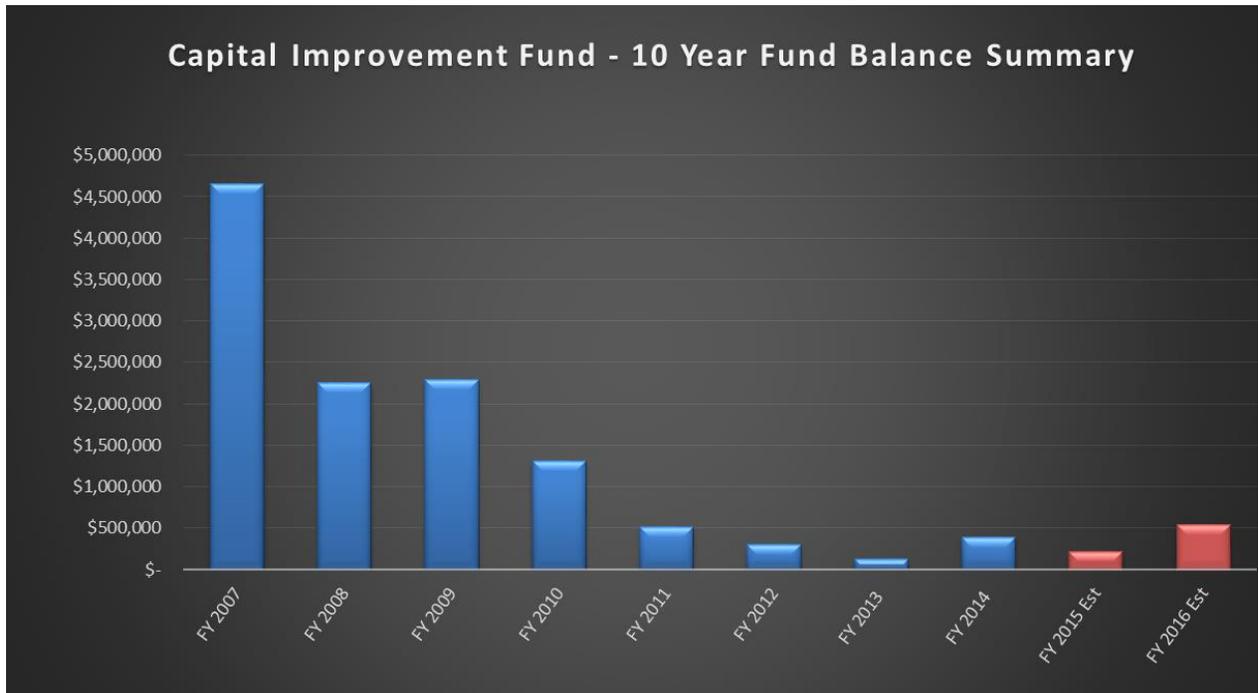
CAPITAL IMPROVEMENTS FUND

TOWN OF CHINO VALLEY			
CAPITAL IMPROVEMENT FUND			
	Budget FY 14-15	Estimate FY 14-15	Budget FY 15-16
REVENUES			
On Going Revenues	3,241,560	1,348,892	3,410,500
Transfers In from Road Impact Fees	886,000	826,000	529,000
Bond Proceeds	9,000,000	3,442,500	
Yavapai Drainage District	400,000	150,000	650,000
Lease Purchase Proceeds	1,200,000	714,863	-
Carry Over	168,572	-	-
TOTAL REVENUES	\$ 14,896,132	\$ 6,482,255	\$ 4,589,500
EXPENDITURES			
Department Expenditures	2,290,000	113,691	2,040,000
Road Impact Fee Projects	886,000	826,000	529,000
Bond Projects	9,000,000	3,650,000	
Yavapai Drainage District	400,000	150,000	650,000
Grant Match		-	85,000
Lease Purchase Equipment	1,200,000	714,863	-
TFRS To General Fund	100,000	100,000	250,000
TFRS To Water Enterprise	280,700	280,700	150,000
TFRS To Debt Service Fund	739,432	739,432	737,000
TOTAL EXPENDITURES	\$ 14,896,132	\$ 6,574,686	\$ 4,441,000
REVENUES (UNDER) OVER EXPENDITURES	\$0	(\$92,431)	\$148,500
BEGINNING FUND BALANCE	\$ 387,987	\$ 488,624	\$ 396,193
REVENUES (UNDER) OVER EXPENDITURES	\$ (168,572)	(\$92,431)	\$148,500
ENDING FUND BALANCE	\$ 219,415	\$ 396,193	\$ 544,693

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 Capital Improvement Fund is projected to continue supporting the General Fund, Water Enterprise Fund and Debt Service Fund next fiscal year. An additional \$150,000 was allocated to the General Fund to support the Aquatics Center.

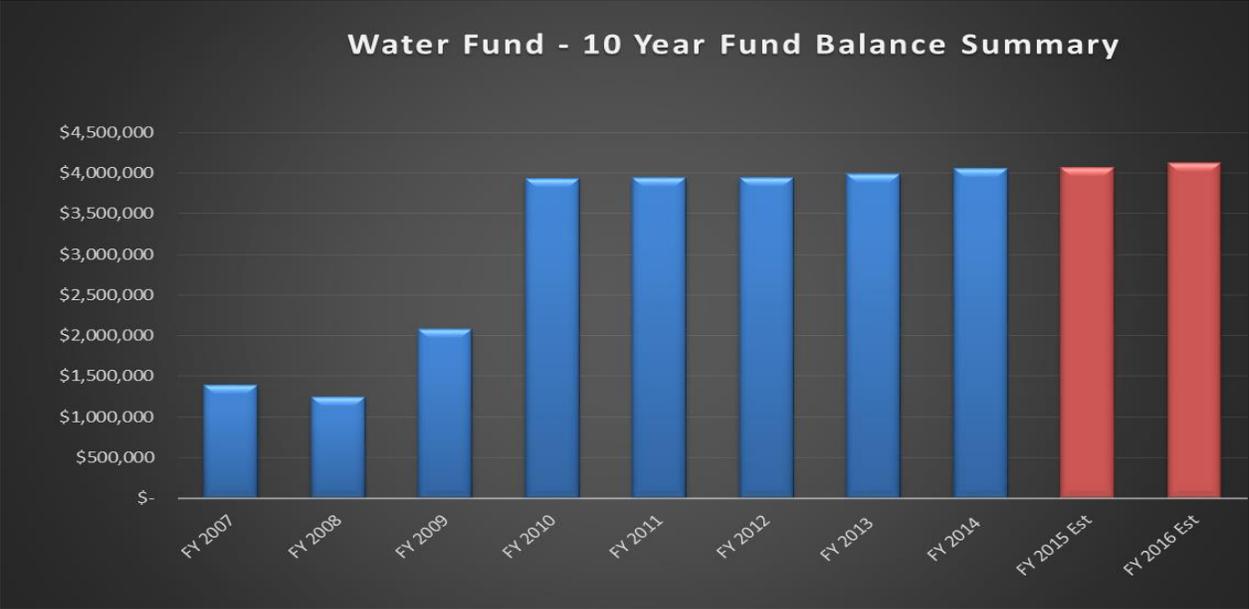
Per resolution number 04-711 adopted June 24, 2004 the funds from the 1% sales tax accounted for in the Capital Improvement Fund are to be used for water acquisition and extension, sewer extensions, park and pool improvements and additional police officers.



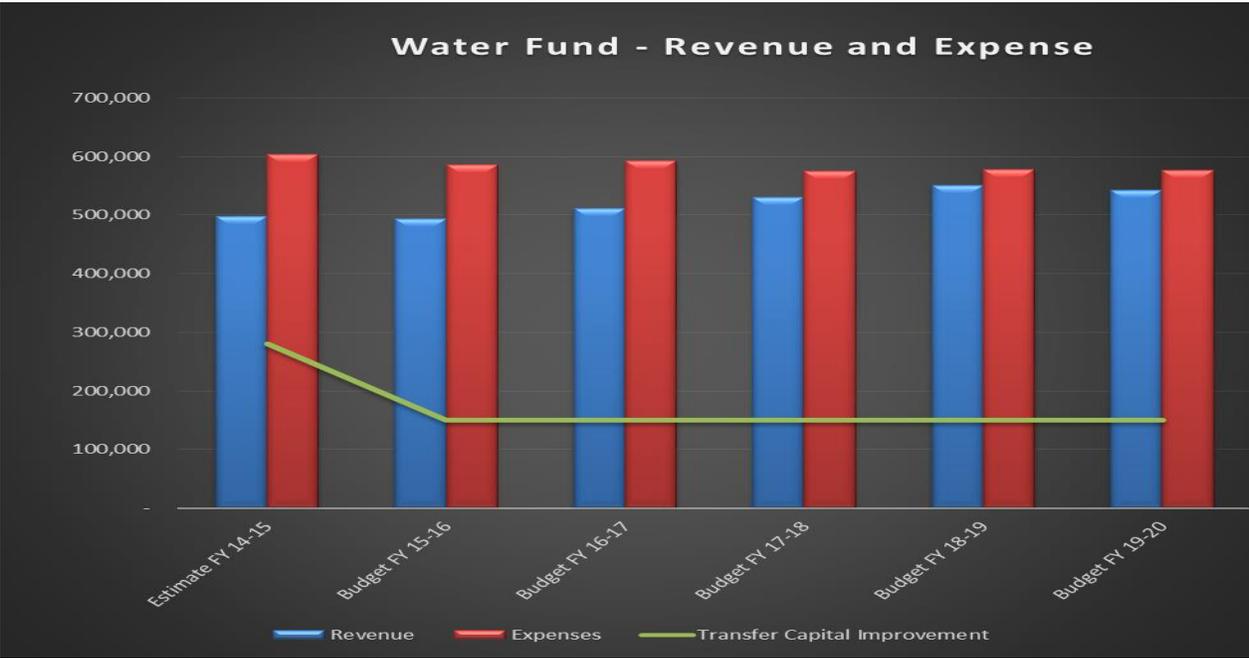
WATER ENTERPRISE FUND

TOWN OF CHINO VALLEY			
WATER FUND			
	Budget FY 14-15	Estimate FY 14-15	Budget FY 15-16
REVENUES			
On Going Revenues	433,000	468,424	435,000
Prescott IGA		28,968	58,000
Transfers From Capital Improvement Fund	280,700	280,700	150,000
Bond Proceeds Acquire Prescott Water			4,545,000
TOTAL REVENUES	\$ 713,700	\$ 778,092	\$ 5,188,000
EXPENDITURES			
Department Expenditures	611,800	532,200	484,487
Debt/Contingency	101,900	70,883	100,713
Prescott Water Acquisition			4,545,000
TOTAL EXPENDITURES	\$ 713,700	\$ 603,083	\$ 5,130,200
REVENUES (UNDER) OVER EXPENDITURES	\$0	\$175,009	\$57,800
BEGINNING FUND BALANCE	\$ 4,059,357	\$ 3,897,173	\$ 4,072,182
REVENUES (UNDER) OVER EXPENDITURES	\$ -	\$175,009	\$57,800
ENDING FUND BALANCE	\$ 4,059,357	\$ 4,072,182	\$ 4,129,982
LESS FIXED ASSETS AND L.T. OBLIGATIONS	\$ 4,000,000	\$ 4,000,000	\$ 4,000,000
TOTAL AVAILABLE RESOURCES	\$ 59,357	\$ 72,182	\$ 129,982
Minimum Reserve Requirement @ 25% of total department expenditures	178,425		146,300

The Town adopted new water rates during Fiscal Year 2013. The effect of the rate increase has reduced 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 including the Prescott Water System this budget year.



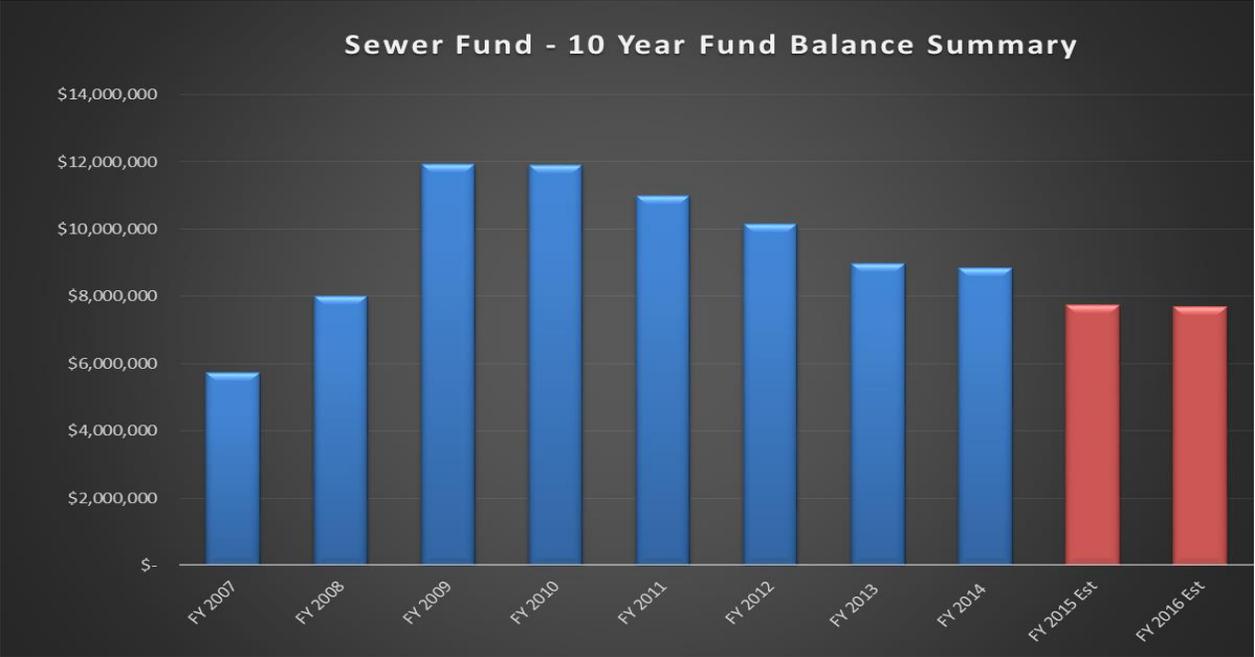
Although the Water Enterprise Fund Balance has remained even since 2010, it is due to the ongoing subsidy from the Capital Improvement Fund. The Water Systems expenses are projected to exceed revenues even with the projected rate increases. The addition of new customers through growth and planned acquisitions should allow the fund to be profitable in the near future.



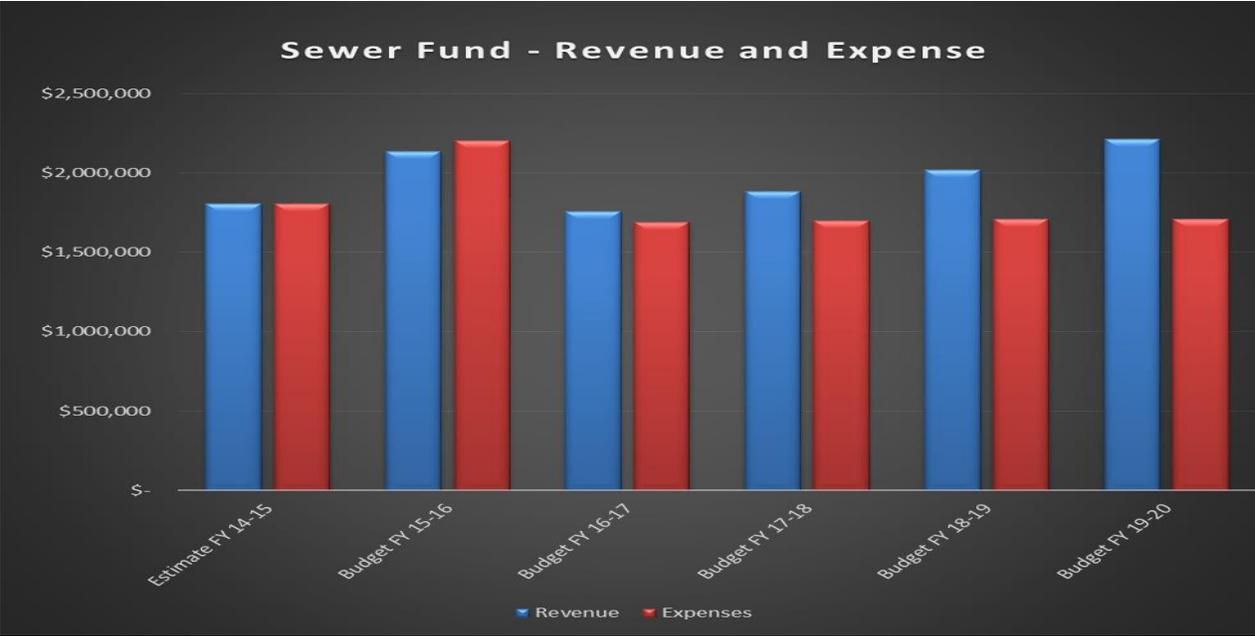
SEWER ENTERPRISE FUND

TOWN OF CHINO VALLEY			
SEWER FUND			
	Budget FY 14-15	Estimate FY 14-15	Budget FY 15-16
REVENUES			
On Going Revenues	1,504,423	1,550,927	1,634,500
Bond Proceeds - WIFA			500,000
Carry Over	249,491	256,791	-
TOTAL REVENUES	\$ 1,753,914	\$ 1,807,718	\$ 2,134,500
EXPENDITURES			
Department Expenditures	982,100	884,100	751,200
WIFA USDA Refinance New Project			500,000
Debt/Contingency	771,814	923,618	953,000
TOTAL EXPENDITURES	\$ 1,753,914	\$ 1,807,718	\$ 2,204,200
REVENUES (UNDER) OVER EXPENDITURES	\$0	\$0	(\$69,700)
BEGINNING FUND BALANCE	\$ 8,835,972	\$ 8,013,092	\$ 7,756,300
REVENUES (UNDER) OVER EXPENDITURES	\$ (249,491)	\$ (256,792)	\$ (69,700)
ENDING FUND BALANCE	\$ 8,586,481	\$ 7,756,300	\$ 7,686,600
LESS FIXED ASSETS AND L.T. OBLIGATIONS	\$ 7,450,000	\$ 7,450,000	\$ 7,450,000
TOTAL AVAILABLE RESOURCES	\$ 1,136,481	\$ 306,300	\$ 236,600
Minimum Reserve Requirement @ 25% of total department expenditures	438,479	451,930	551,050

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. The Town took over operations of the Waste Water Treatment plant during the fiscal year. The Town is projecting the Sewer Fund to break even in fiscal year 2016/2017 due to reduced operating costs and customer growth.



The Sewer Enterprise Fund Balance has decreased steadily since 2009. The Town adopted a five year rate plan, purchased the Construction Manager at Risk Contract and took over operation of the Waste Water Treatment Plant. This efforts combined with moderate housing growth have the Town projecting the Sewer Enterprise Fund will breakeven by Fiscal Year 2016/2017.



INTERDEPARTMENTAL CHARGES

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

Town of Chino Valley Interdepartmental Charges

Budget FY 15-16

General Fund		
41 Prosecutor	\$	6,000
43 Town Manager	\$	(61,000)
44 Human Resources	\$	-
46 Finance	\$	-
47 Management Information Systems	\$	6,000
55 Planning	\$	4,500
56 Building Department	\$	17,500
63 Recreation	\$	19,000
64 Library	\$	6,000
66 Senior Center	\$	6,000
68 Parks Maintenance	\$	(24,000)
69 Aquatics	\$	34,000
71 Facilities Maint	\$	52,000
73 Vehicle Maintenance	\$	(22,000)
74 Engineering	\$	(6,000)
75 Customer Service	\$	(224,000)
Total General Fund	\$	(186,000)
HURF Fund	\$	(89,000)
Total Water Fund	\$	92,000
Total Sewer Fund	\$	183,000
Net Interdepartmental by Fund	\$	-

INTER FUND TRANSFERS SUMMARY

The table below summarizes the transfers between funds.

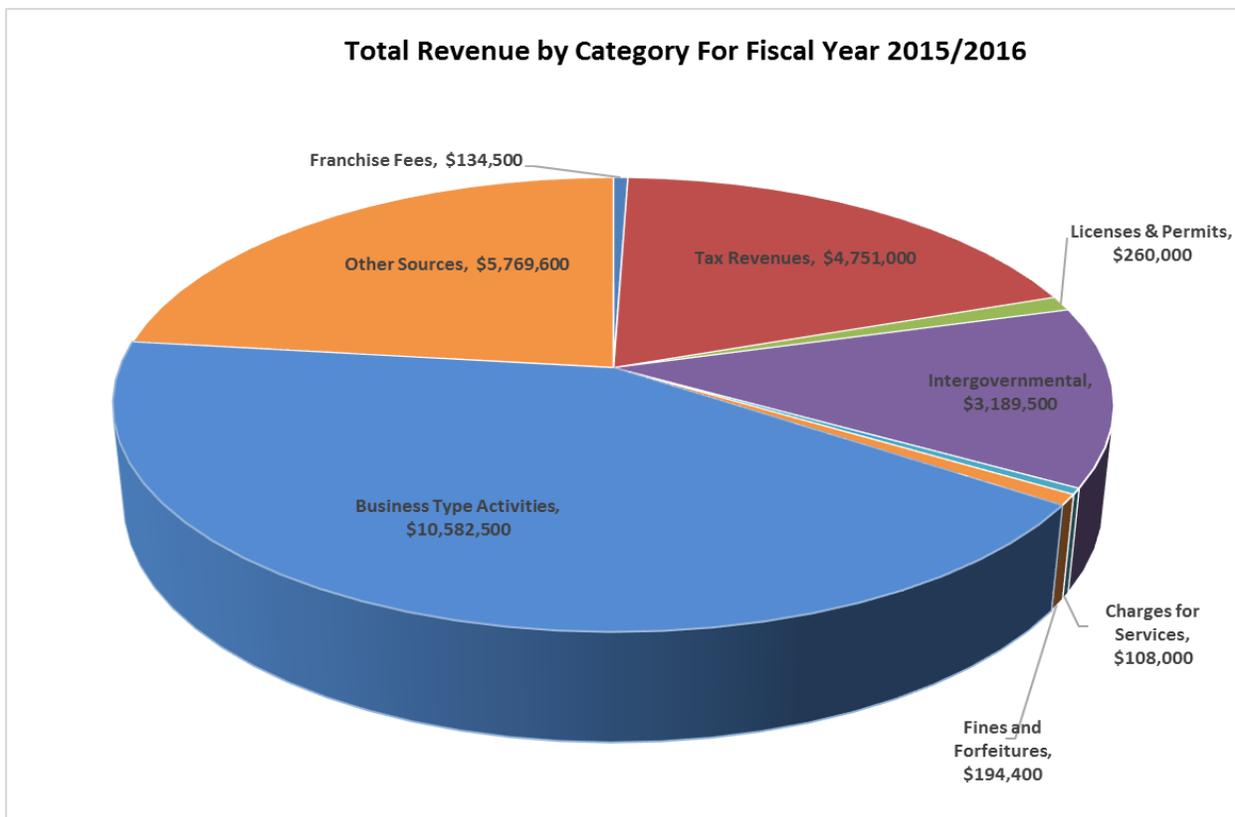
Town of Chino Valley				
Interfund Transfer Summary				
		Budget FY 14-15	Actual FY 14-15	Budget FY 15-16
General Fund				
	From Capital Improvement	\$ 100,000	\$ 100,000	\$ 250,000
	From PD Special Revenue	\$ 10,000	\$ 10,000	\$ 10,000
	To HURF Fund			\$ (50,000)
HURF Fund				
	From General fund	\$ -	\$ -	\$ 50,000
Debt Service Fund				
	From Capital Improvement	\$ 739,432	\$ 739,432	\$ 737,000
Capital Projects Fund				
	To General Fund	\$ (100,000)	\$ (100,000)	\$ (250,000)
	To Debt Service Fund	\$ (739,432)	\$ (739,432)	\$ (737,000)
	To Water Enterprise Fund	\$ (280,700)	\$ (280,700)	\$ (150,000)
	From Road Impact Fee Fund	\$ 886,000	\$ 826,000	\$ 529,000
Water Enterprise Fund				
	From Capital Improvement	\$ 280,700	\$ 280,700	\$ 150,000
Road Impact Fee Fund				
	To Capital Improvement	\$ (886,000)	\$ (826,000)	\$ (529,000)
Police Special Revenue				
	To General Fund	\$ (10,000)	\$ (10,000)	\$ (10,000)
Total Interfund Transfers		\$ -	\$ -	\$ -

REVENUE

The Town receives money from various sources including Franchise Fees, Taxes, Licenses & Permits, Intergovernmental, Charges for Services, Fines and Forfeitures, Utility Fees and Other Sources including Grants and Bond Proceeds.

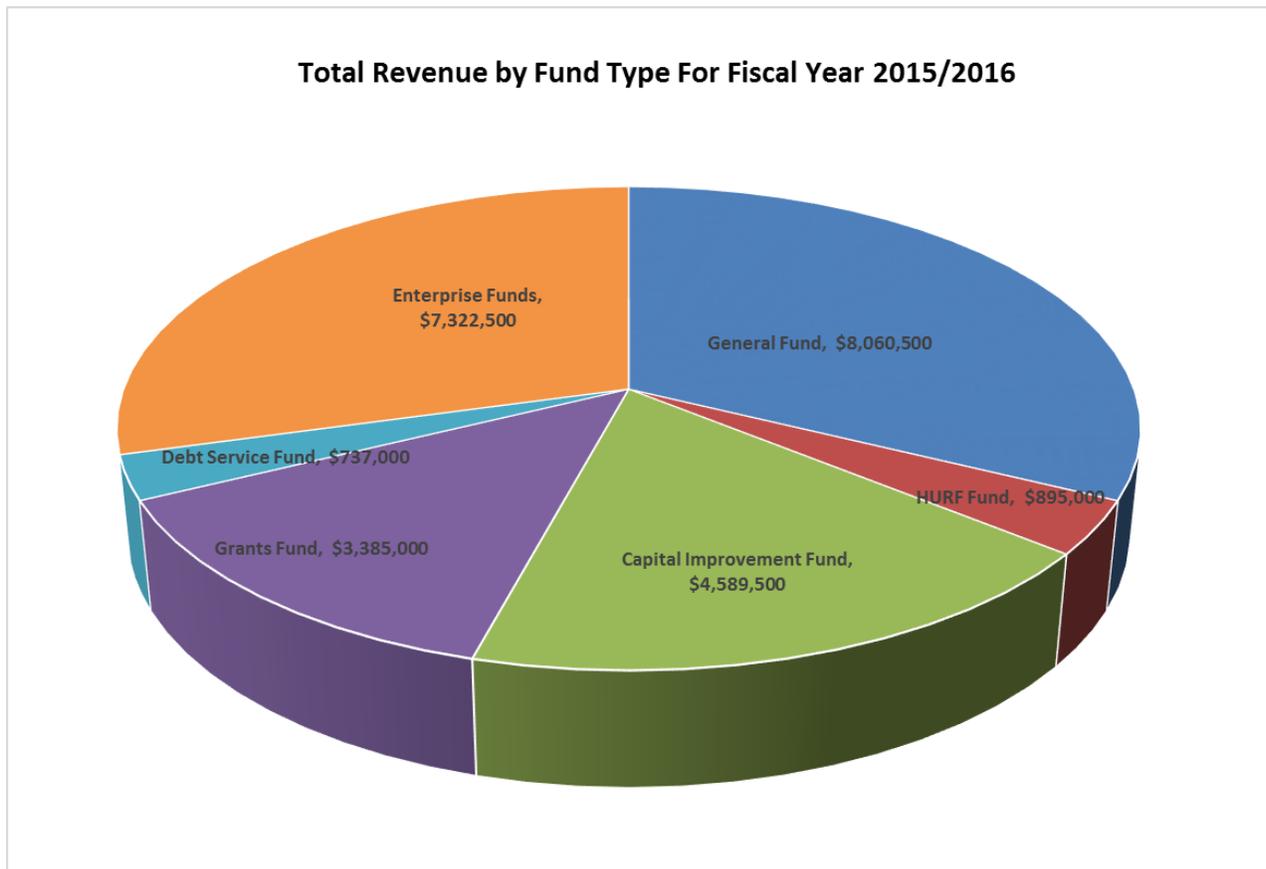
FY 2015-16 Budget

	Governmental Funds	Enterprise Funds	Total
Franchise Fees	\$ 134,500	\$ -	\$ 134,500
Tax Revenues	\$ 4,751,000	\$ -	\$ 4,751,000
Licenses & Permits	\$ 260,000	\$ -	\$ 260,000
Intergovernmental	\$ 3,189,500	\$ -	\$ 3,189,500
Charges for Services	\$ 108,000	\$ -	\$ 108,000
Fines and Forfeitures	\$ 194,400	\$ -	\$ 194,400
Business Type Activities	\$ 3,410,500	\$ 7,172,000	\$ 10,582,500
Other Sources	\$ 5,619,100	\$ 150,500	\$ 5,769,600
	<u>\$ 17,667,000</u>	<u>\$ 7,322,500</u>	<u>\$ 24,989,500</u>



REVENUE DETAIL BY FUND

The following pages detail the Revenues by fund including detail and analysis of the major revenues within each Fund Type. Highlighted Revenues designate major revenues within each fund and transfers in from other funds. The individual charts for each major revenue show a four year history, the current fiscal years projection, next fiscal year's budget projection, and the projected next four fiscal years.



REVENUE PROJECTION METHODOLOGY

The Town prepares estimates of current year and future year revenues from all revenue sources. The first step in the process is to prepare a Revenue Manual annually that itemizes each revenue on a monthly basis and then projects each revenue forward for future fiscal years. The projections are based on each revenues history, seasonality, and other information available at the time. The Town considers current economic conditions, legislative changes and other factors when preparing projections. For State Shared Revenues, the Town receives estimates prepared by the Arizona League of Cities and Town each year as a basis for the projections. The Revenue Manual is published on the Town's website at www.chinoaz.net, and is updated several times throughout the budget process. The Town projects revenue growth conservatively, usually 3% or less, unless other information is available to base the projection on.

GENERAL FUND

Town of Chino Valley				
Total Revenue Summary				
Description	Actual FY 13-14	Budget FY 14-15	Estimate FY 14-15	Budget FY 15-16
GENERAL FUND				
CABLE FRANCHISE FEES	65,725	65,000	63,877	65,000
WATER FRANCHISE FEES	8,603	8,000	8,195	8,500
GAS FRANCHISE FEES	42,553	50,000	43,828	42,000
ELECTRIC FRANCHISE FEES	18,301	19,000	18,393	19,000
TOWN SALES TAX-RETAIL	3,534,549	3,500,000	3,421,207	3,550,000
CONSTRUCTION SALES TAX	272,760	234,363	276,196	330,000
BED TAX	21,762	21,000	26,240	24,000
BUILDING PERMITS	124,553	100,000	154,039	125,000
BUSINESS LICENSES	58,384	57,000	56,712	60,000
PLAN CHECK FEES	55,651	50,000	74,365	65,000
SIGN PERMITS	2,100	5,000	2,190	5,000
ZONING PERMITS	7,376	5,000	6,297	5,000
GRADING PERMITS	738	-	664	-
P.A.N.T.	19,823	18,000	26,874	30,000
VEHICLE LICENSE TAX	596,995	597,000	624,308	641,000
COUNTY LIBRARY FUNDS	102,967	101,500	102,233	109,000
SENIOR NUTRITION REVENUE	64,955	58,000	63,149	72,000
BULLET PROOF VEST PARTNERSHI	2,512	2,500	2,500	2,500
STATE SHARED SALES TAX	941,542	977,000	983,764	1,033,000
STATE SHARED INCOME TAX	1,205,691	1,309,000	1,309,464	1,302,000
SALE OF PRINTED MATTER	20	100	-	-
COPIER FEES	179	500	414	500
ENGINEERING SERVICES	350	2,500	4,400	2,500
SPECIAL REC PROGRAM INCOME	1,010	-	1,268	-
ADULT SPORTS	-	1,000	1,000	1,000
PROGRAM INCOME	-	1,000	323	1,000
AQUATIC CENTER ENTRANCE FEE	43,558	38,000	45,972	47,000
AQUATIC CENTER CONCESSIONS	9,629	10,000	11,237	11,500
RECREATION CONCESSIONS	240	-	3,737	-
FACILITIES USE/UTILITY REIMBUR	3,220	2,500	1,800	2,000
AQUATIC CTR PROGRAM FEES	15,194	15,000	14,300	15,000
FACILITIES USE-RECREATION	288	1,000	180	1,000
FACILITIES USE-SENIOR CENTER	6,125	6,000	4,778	6,000
FACILITIES USE-AQUATIC CENTER	2,806	2,000	2,493	2,000
FACILITIES USE-PARKS	6,132	7,000	3,970	7,000
COPIES & MAPS (LIBRARY)	-	100	100	-
S/C NUTRITION PROGRAM INCOM	2,947	8,500	8,500	8,500

General Fund – Continued

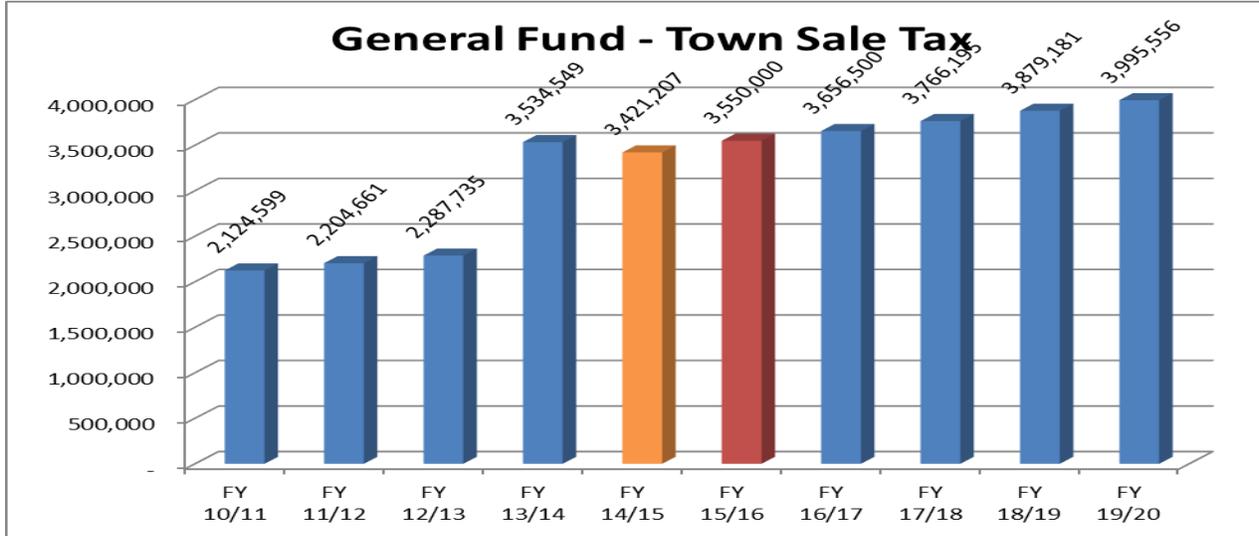
Town of Chino Valley				
Total Revenue Summary				
Description	Actual FY 13-14	Budget FY 14-15	Estimate FY 14-15	Budget FY 15-16
GENERAL FUND				
POLICE REPORTS	2,263	3,000	1,856	3,000
ANIMAL CONTROL FEES	24,646	24,000	34,265	31,000
LIBRARY FINES	2,695	3,000	2,917	3,000
LOST BOOKS	1,056	1,000	930	1,000
TRAFFIC FINES	80,549	85,000	93,448	100,000
REIMBURSEMENT COURT ATTORN	5,186	5,000	4,041	5,000
RESTITUTION	876	-	1,565	-
ADMINISTRATIVE FEES-FINANCE	1,788	2,000	1,009	1,000
MISCELLANEOUS REVENUE	6,278	300	418	500
SALE OF FIXED ASSETS	3,985	-	2,870	-
SENIOR CTR THRIFT STORE	1,691	1,000	1,448	1,500
LIBRARY CONTRIBUTIONS	1,600	4,800	-	-
SR CTR PROGRAM INCOME	1,342	2,000	1,115	2,000
INTEREST INCOME - HERMAN EST	15	50	19	-
INTEREST INCOME	596	500	878	500
TFRS FROM CAPITAL IMPROVE FL	55,480	100,000	100,000	250,000
TFRS FROM PD SPECIAL REVENUE	10,000	10,000	10,000	10,000
TOTAL GENERAL FUND	7,439,283	7,514,213	7,625,744	8,001,500
	12%	7%	3%	5%

Individual General Fund Revenues are projected to increase by a conservative 3% unless additional information is available to justify a different amount. The Town anticipates a 5% increase in total General Fund Revenues next fiscal year.

General Fund Revenues have shown steady growth during fiscal year 2015. Tax Collections and State Shared Revenues are showing steady growth over last fiscal year.

TOWN SALES TAX

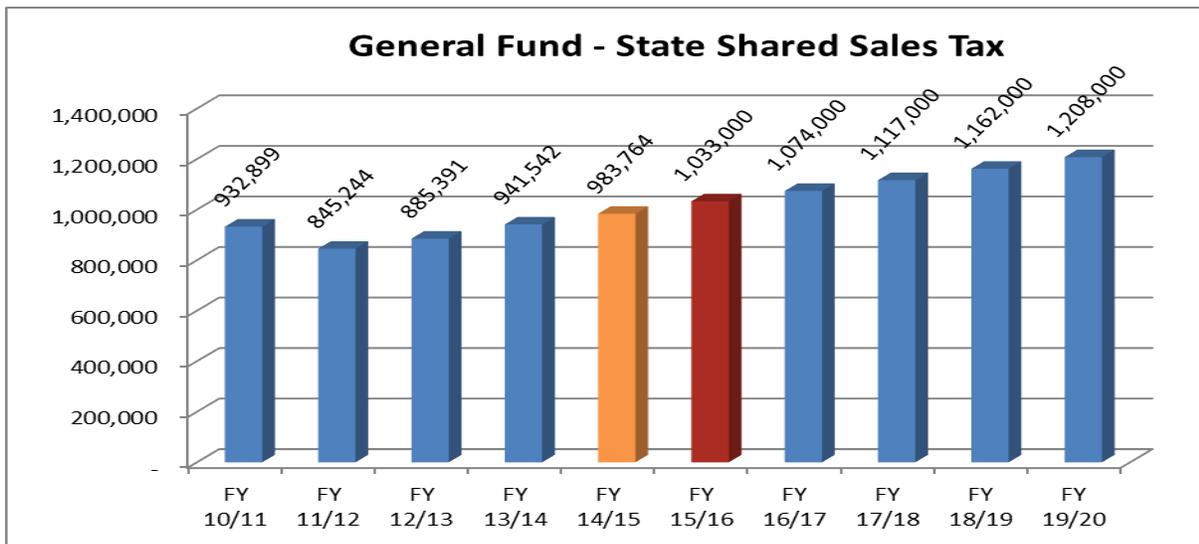
The Town of Chino Valley collects a transaction privilege tax (sales tax) on the gross receipts of business activities. On June 1, 2013 the rate increased from 3% to 4% on the majority of taxable activities in the Town. 1% of the Towns sales tax collected is recorded in the Capital Improvement Fund.



The Chart above summarizes the actual Town Sales Tax collections through fiscal year 2014 and the projected collections through fiscal year 2020. The fiscal year 2014 figures includes the 1% tax rate increase and a one-time payment from the City of Prescott of \$220,000. Fiscal year 2015 through 2020 are projected to increase at a conservative rate of 3% per year.

STATE SHARED SALES TAX

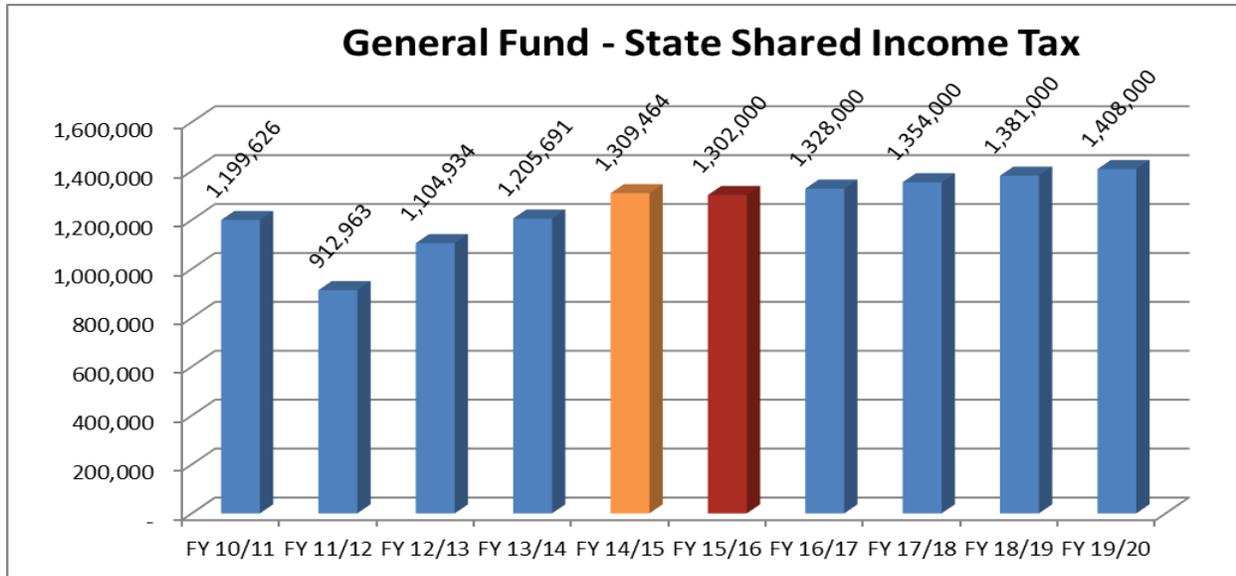
Arizona cities and towns share a portion of the total amount collected from State Sales Tax. The town’s portion of the State Sales Tax is based on the relationship of its population to the total population of all cities and towns within the State.



The Chart above summarizes the actual State Shared Sales Tax collections through fiscal year 2014 and the projected collections through fiscal year 2020. The fiscal year 2016 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 2020 are projected to increase at a conservative rate of 4% per year.

STATE SHARED INCOME TAX

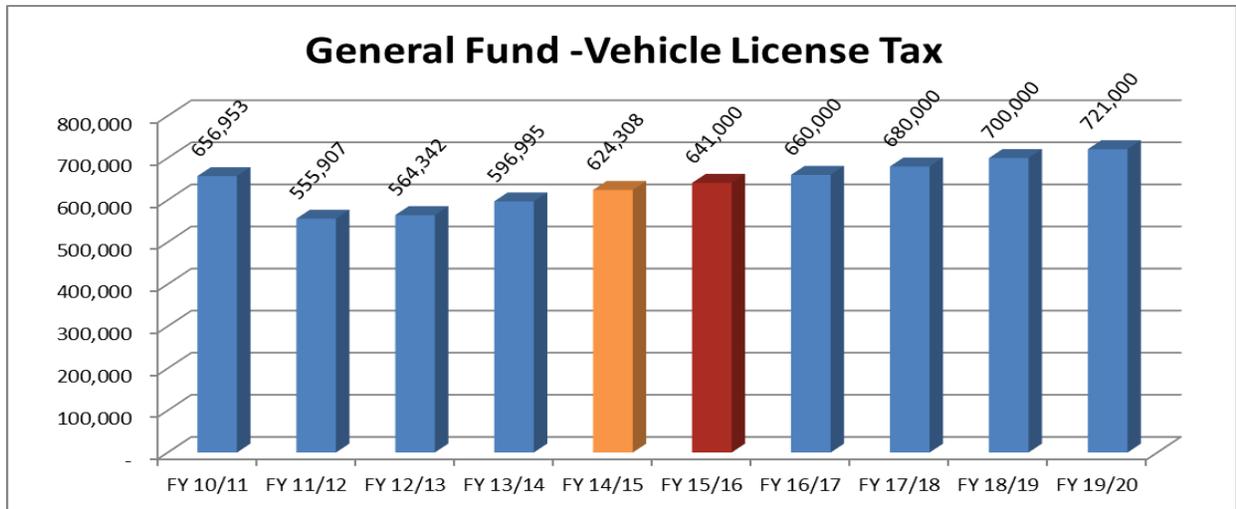
Arizona cities and towns share a portion of the total amount collected from the State Income Tax. A town’s portion of the State Income Tax is based on the relationship of its population to the total population of all cities and towns within the state.



The Chart above summarizes the actual State Income Tax collections through fiscal year 2014 and the projected collections through fiscal year 2020. The fiscal year 2016 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 2020 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.



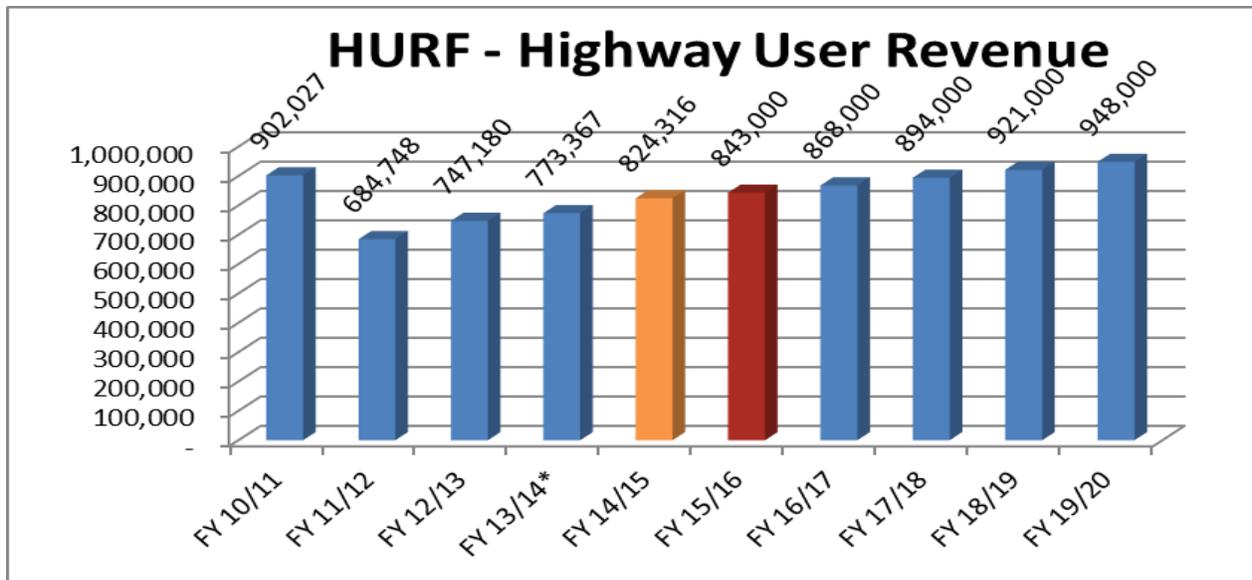
The Chart above summarizes the actual Vehicle License Tax collections through fiscal year 2014 and the projected collections through fiscal year 2020. The fiscal year 2016 projection is based on an estimate provided by the League of Arizona Cities and Towns. Fiscal year 2016 through 2020 are projected to increase at a conservative rate of 3% per year.

SPECIAL REVENUE FUNDS – HIGHWAY USER REVENUE

Town of Chino Valley				
Total Revenue Summary				
Description	Actual FY 13-14	Budget FY 14-15	Estimate FY 14-15	Budget FY 15-16
HIGHWAY USER REVENUE FUND				
RIGHT-OF-WAY PERMITS	1,093	1,000	941	1,000
DRIVEWAY PERMITS	390	350	780	500
MISCELLANEOUS REVENUE	6,716	-	375	-
INTEREST INCOME	797	1,000	827	500
SALE OF FIXED ASSETS	435	-	2,506	-
HIGHWAY USER REVENUE	773,367	805,000	824,316	843,000
TRANSFER FROM GENERAL FUND	(8,942)			50,000
CARRYOVER	-	428,000	-	-
TOTAL HIGHWAY USER REVENUE	773,857	1,235,350	829,745	895,000
	-2%	60%	7%	8%

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 2014 and the projected collections through fiscal year 2020. The fiscal year 2016 projection is based on an estimate provided by the League of Arizona Cities and Towns. Fiscal year 2016 through 2020 are projected to increase at a conservative rate of 3% per year.

CAPITAL IMPROVEMENT FUNDS

Town of Chino Valley				
Total Revenue Summary				
Description	Actual FY 13-14	Budget FY 14-15	Estimate FY 14-15	Budget FY 15-16
CAPITAL IMPROVEMENT FUND				
1% TPT REVENUES-RETAIL/OTHER	1,216,192	1,160,760	1,250,362	1,304,000
1% CONSTRUCTION TPT REVENUE	90,920	70,000	85,398	93,000
1% BED TAX REVENUES	10,882	10,000	13,121	13,500
MISC. CAPITAL PROJECTS	419	2,000,000	-	2,000,000
INTEREST INCOME LGIP	7	800	11	-
YAVAPAI COUNTY DRAINAGE DIS	189,609	400,000	150,000	650,000
BOND PROCEEDS - WWTP	-	9,000,000	3,442,500	-
CYMPO 1 NORTH SIGNAL				
LEASE PURCHASE PROCEEDS	-	1,200,000	714,863	-
TFRS IN FROM ROAD IMPACT FEE	756,633	886,000	826,000	529,000
CARRYOVER	-	168,572	-	-
TOTAL CAPITAL IMPROVEMENT F	2,264,662	14,896,132	6,482,255	4,589,500
	51%	558%	186%	-29%

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%.

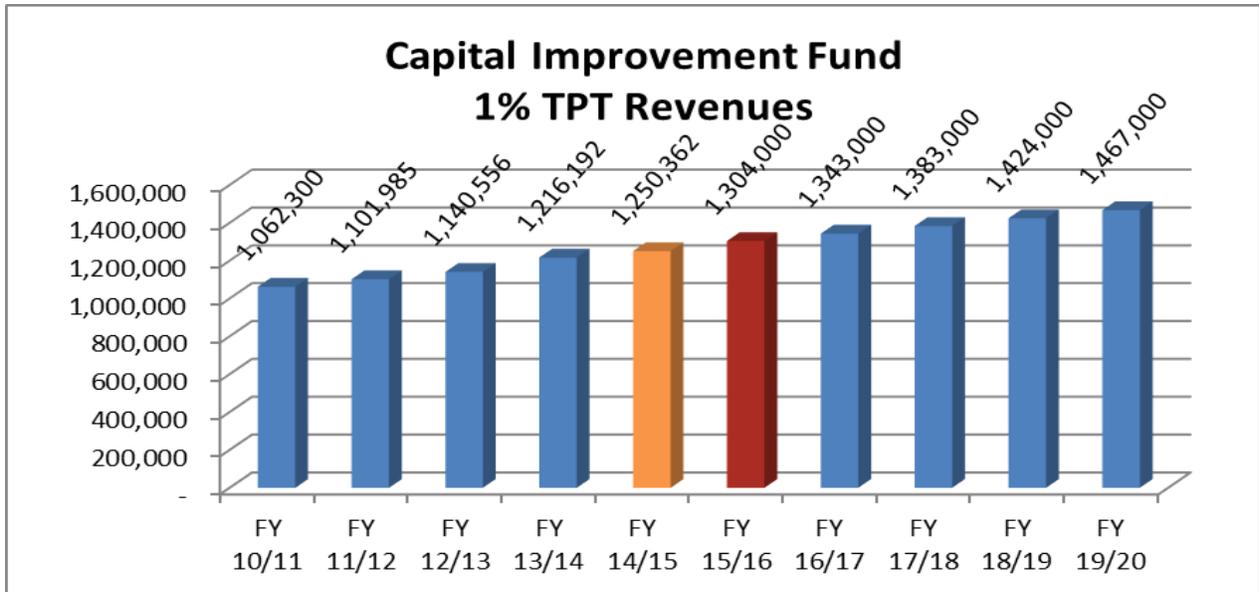
The Town Budgets \$2,000,000 as a buffer in order to be able to spend unanticipated revenues received during a fiscal year. These types of funds include FEMA emergency assistant funds, State of Arizona emergency assistant funds, or unanticipated grants funds from Federal, State, County, or local sources.

The Town intends to transfer \$ 529,000 from the Roads Impact Fee Fund and anticipated receiving \$ 650,000 from the Yavapai County Drainage District this fiscal year.

The Town accounts for all Capital Projects over \$50,000 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 2014 and the projected collections through fiscal year 2020. Fiscal year 2016 through 2020 are projected to increase at conservative rate of 3% per year.

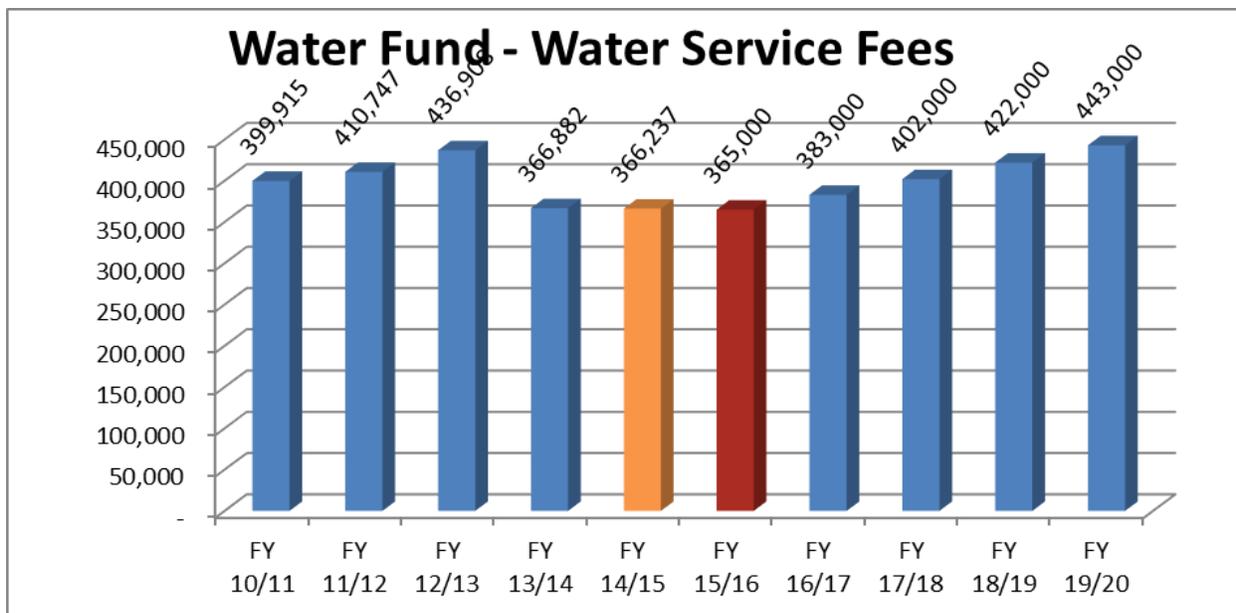
ENTERPRISE FUNDS – WATER

Town of Chino Valley				
Total Revenue Summary				
Description	Actual FY 13-14	Budget FY 14-15	Estimate FY 14-15	Budget FY 15-16
WATER ENTERPRISE FUND				
WATER SERVICE FEES	366,882	363,000	366,237	365,000
WATER SYSTEM BUY-IN FEES	116,000	60,000	89,489	60,000
WATER METER FEES	10,286	5,000	7,079	5,000
SALE OF FIXED ASSETS	-	-	620	-
MISCELLANEOUS REVENUE	3,355	5,000	33,968	63,000
BOND PROCEEDS - WIFA				4,545,000
TFRS FROM CAPT. IMPROVEMENT	220,000	280,700	280,700	150,000
TOTAL WATER ENTERPRISE FUND	716,523	713,700	778,092	5,188,000
	-11%	0%	9%	567%

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 2014 and the projected collections through fiscal year 2020. Fiscal year 2016 through 2020 are projected to increase based on the adopted rate increase and assume minimal 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.

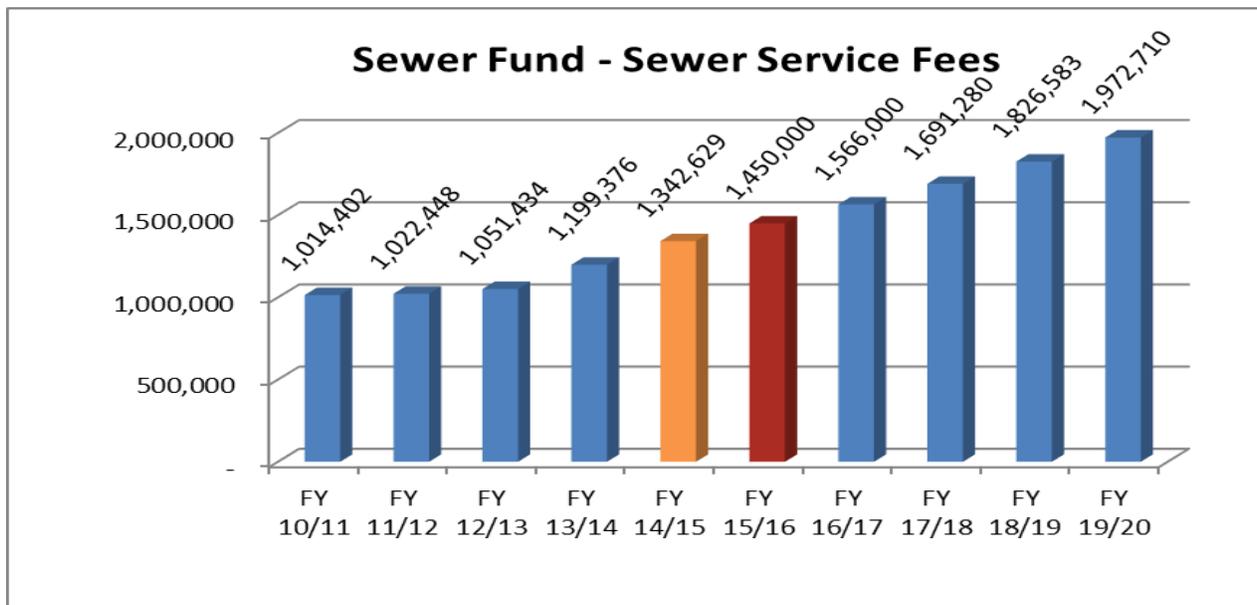
ENTERPRISE FUNDS – SEWER

Town of Chino Valley				
Total Revenue Summary				
Description	Actual FY 13-14	Budget FY 14-15	Estimate FY 14-15	Budget FY 15-16
SEWER ENTERPRISE FUND				
SEWER SERVICE FEES	1,199,376	1,301,423	1,342,629	1,450,000
SEWER SYSTEM BUY-IN FEES	210,573	50,000	131,988	150,000
CHINO MEADOWS SEWER HOOKUP	40,896	95,000	-	-
MISCELLANEOUS REVENUE	18,967	33,000	75,807	34,000
INTEREST INCOME	14,573	25,000	503	500
BOND PROCEEDS - WIFA				500,000
CARRYOVER	-	249,491	-	-
TOTAL SEWER ENTERPRISE FUND	1,484,384	1,753,914	1,550,927	2,134,500
	28%	18%	4%	38%

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 8% 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 2014 and the projected collections through fiscal year 2020. Fiscal year 2016 through 2020 are projected to increase based on the adopted rate increase and assume minimal new customer growth.

DEBT SERVICE FUND

DEBT SERVICE 08

Description	2013-14 Actual	2014-15 Adopted Budget	2014-15 Estimated	2015-16 Adopted Budget	% Change Adopted to Adopted
DEBT SVC 2010 BONDS - PRINCIPAL					
DEBT SVC 2010 BONDS -- INTEREST	331,637	331,638	331,638	332,000	
GADA LOAN 2007A PRINCIPAL	65,000	235,000	235,000	240,000	
GADA LOAN 2007A INTEREST	177,363	172,794	172,794	163,000	
FISCAL AGENT FEES	1,964	2,500	2,500	2,000	
TOTAL EXPENDITURES	575,964	741,932	741,932	737,000	-1%

Debt Service Funds are used to make principal and interest payments on general government debt. Funds are transferred from the Capital Improvement Fund on an annual basis to make the required debt service payments. Principal payments for the 2010 Bonds will begin in Fiscal Year 2018/2019.

OTHER FUNDS – NON MAJOR FUNDS

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.

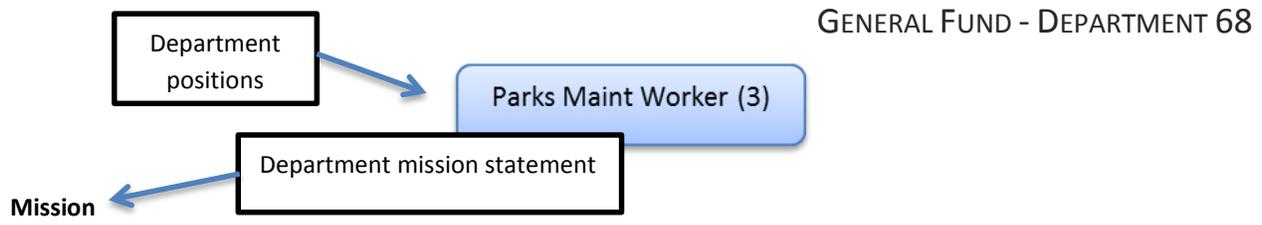
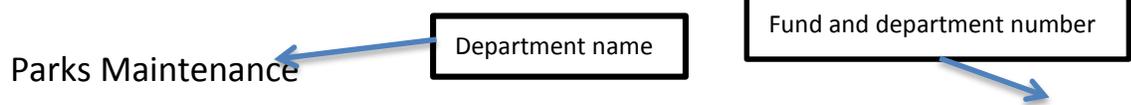
Impact Fee Funds - Arizona Law allows cities and towns to assess development fees to offset costs associated with providing necessary public services to a development, including costs of infrastructure, improvements, real property, engineering and architectural services, financing and professional services. 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 may be undertaking a development fee study during the fiscal year. The Town stopped charging impact fees after August 2014 and will not begin charging them again until the development fee study is complete and adopted by Council.

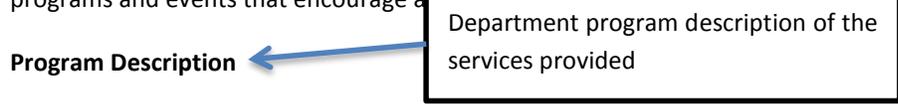
Special Revenue Fund - Police - The Police Department charges an administrative fee for the administrative and post storage hearing for vehicles impounded under ARS 28-3511. The funds are restricted and can only be used for traffic enforcement related expenses. The Town receives these funds when vehicles 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.

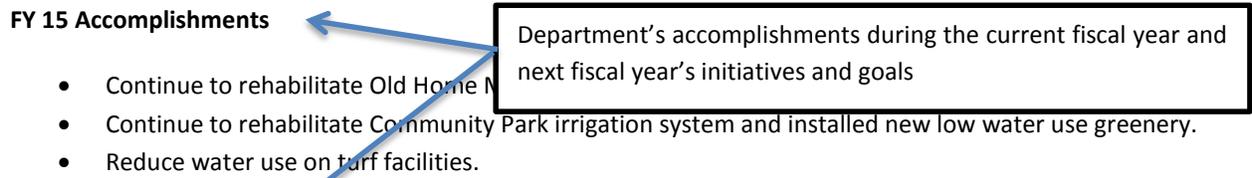
BUDGET FORMAT TUTORIAL



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



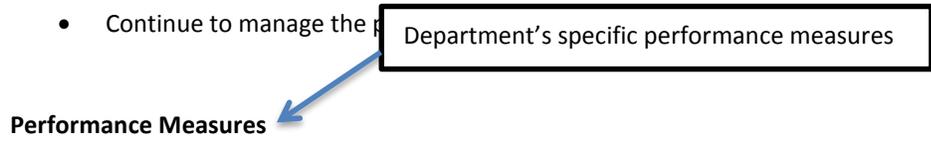
The Parks and Recreation Division is responsible for creating and maintaining parks and recreational programs for the citizens of the Town of Chino Valley. Each facility requires the maintenance of turf, foliage, shrubs, aggregate, playground equipment, irrigation systems, etc., necessary to provide 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.



- Continue to rehabilitate Old Home N
- Continue to rehabilitate Community Park irrigation system and installed new low water use greenery.
- Reduce water use on turf facilities.

FY 16 New Initiatives and Goals

- Rehabilitate Playground Facility at Community Center.
- Rehabilitate Town owned portions of the Peavine Trail System.
- Continue to manage the program.



	FY 10 - 11 Actual	FY 11-12 Actual	FY 12 -13 Actual	FY 13-14 Actual	FY 14-15 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	9.3	9.3	9.3
Total Open Space Acres	89	89	82	8	8
Total Acres of Turf	19.65	19.65	19.65	19.65	19.65
Gallons Water used per Acre of Turf	N/A	1,041,365	931,758	650,000	650,000
Full Time Parks Employees	4	3	3	2	2
Number Youth Organizations Utilizing Parks Facilities	4	5	9	10	10

Financial Information

Description	BUILDING 56				% Change Adopted to Adopted
	2013-14 Actual	2014-15 Adopted Budget	2014-15 Estimated	2015-16 Adopted Budget	
REVENUES					
BUILDING PERMITS	124,553	100,000	110,645	115,000	
BUSINESS LICENSES	58,384	57,000	57,924	60,000	
PLAN CHECK FEES	55,651	50,000	62,520	65,000	
SIGN PERMITS	2,100	5,000	2,165	5,000	
TOTAL REVENUES	240,688	212,000	233,254	245,000	16%
EXPENDITURES					
FULL-TIME EQUIVALENT	2.5	4	Town Council adopted budgets to fund fiscal year expenditures		
TOTAL SALARIES	171,280	192,558	192,558	160,052	-17%
TOTAL FRINGE BENEFITS	62,303	75,742	75,742	63,748	-16%
TOTAL PERSONNEL	233,583	268,300	268,300	223,800	-17%
PROFESSIONAL SERVICES	-	-	-	800	
TRAVEL/TRAINING/SEMINARS	423	-	-	000	
SUBSCRIPTION & MEMBERSHIPS	159	500	500	500	
MAINT - OFFICE EQUIP/FURN	886	1,000	1,000	1,000	
CELLULAR PHONES	72	-	1,400	1,500	
CLOTHING AND UNIFORMS	739	1,200	500	1,000	
OPERATING SUPPLIES	589	1,000	-	000	
SMALL TOOLS AND EQUIPMENT	1,167	6,000	-	000	
CLEAN UP CAMPAIGN	-	17,000	15,000	15,000	
TOTAL OPERATING	4,035	31,200	24,400	35,800	15%
INDIRECT OUT	(18,000)	(26,000)	(26,000)	17,500	
TOTAL EXPENDITURES	219,618	273,500	266,700	277,100	1%
NET COST TO GENERAL FUND	(21,070)	61,500	33,446	32,100	-48%
% OF COST RECOVERED	110%	78%	87%	88%	

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

EXPENDITURE DETAIL BY DEPARTMENT

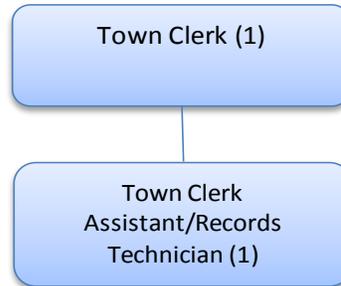
GENERAL FUND

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

Town of Chino Valley						
Total Expenditure Summary by Department						
	Description	2013-14 Actual	2014-15 Adopted Budget	2014-15 Estimated	2015-16 Adopted Budget	% Change Adopted to Adopted
GENERAL FUND						
41	PROSECUTOR	117,948	122,800	122,400	130,600	6%
42	TOWN CLERK	169,420	244,100	203,650	197,600	-19%
43	TOWN MANAGER	348,625	406,600	418,100	392,500	-3%
44	HUMAN RESOURCES	62,957	69,850	62,650	195,300	180%
45	MUNICIPAL COURT	280,883	312,550	311,450	261,900	-16%
46	FINANCE	279,161	304,450	305,350	329,200	8%
47	MGMT INFORMATION	218,703	245,650	231,350	273,600	11%
50	MAYOR AND COUNCIL	23,120	31,750	30,750	33,000	4%
55	PLANNING	167,745	170,850	159,750	186,300	9%
56	BUILDING INSPECTION	219,615	273,500	266,700	277,100	1%
60	POLICE	2,304,316	2,613,000	2,599,698	2,651,800	1%
61	ANIMAL CONTROL	93,011	143,850	143,850	123,300	-14%
63	RECREATION	26,292	69,400	39,750	63,800	-8%
64	LIBRARY	276,790	287,700	282,900	309,600	8%
66	SENIOR CENTER	207,897	230,750	232,200	242,400	5%
68	PARKS MAINTENANCE	312,025	396,500	355,400	333,200	-16%
69	AQUATICS CENTER	209,004	249,750	239,150	244,900	-2%
71	FACILITIES MAINTENANCE	313,851	346,650	326,450	345,900	0%
73	FLEET MAINTENANCE	313,328	336,600	326,950	341,000	1%
74	ENGINEERING	68,453	74,750	74,750	122,000	63%
75	CUSTOMER SERVICE				0	
95	NON DEPARTMENTAL	706,908	923,250	568,970	996,500	8%
TOTAL GENERAL FUND		6,720,051	7,854,300	7,302,218	8,051,500	3%

The Town is projecting the General Fund expenditures to end fiscal year 2015 under budget.

Overall the General Fund expenditures are projected to increase 3% over last budget year. Human Resources increased this fiscal year due to adding a new Human Resources Directors position. Engineering increased due to a position reclassification within the department.



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 2014/2015 ACCOMPLISHMENTS

- Held Special Election in November 2014 in accordance with state and federal law.
- Completed town-wide essential records assessment per State Library, Archives and Public Records 2014 initiative.
- Completed Council minutes backlog.
- Implemented several new or updated procedures related to Council meeting materials and presentations.

FY 2015/2016 GOALS AND OBJECTIVES

- Complete review and assessment of old legal records.
- Implement new processes as a result of the Town’s web redesign and improve Clerk department pages.
- Implement updates to agenda management software or conversion to new system.
- Hire and train new Deputy Town Clerk/Records Technician.

PERFORMANCE MEASURES

Objective

Maintain Town records in accordance with State of Arizona Department of Library, Archives, and Public Records guidelines.

MEASURE	FY11/12	FY12/13	FY13/14	FY14/15
Documents processed	146	185	172	305
Public Records Requests processed				130
Public Records Requests, total labor hours				151 hrs.
Internal/ external research and document requests	199	190		149
Records destroyed (per cubic foot)	121	0	123	67
Percent of internal/ external requests completed within 10 business days	99%	100%	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	FY11/12	FY12/13	FY13/14	FY14/15
Contracts and agreements processed	36	62	64	45
Ordinances and Resolutions processed	39	36	30	39
Percent of ordinances and resolutions processed within 10 business days	72%	89%	100%	87%

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	FY11/12	FY12/13	FY13/14	FY14/15
Council agenda/packets prepared	52	51	65	39
Council meeting minutes transcribed	63	125	143	67
Public body agendas prepared	44	60	208	58
Public body meeting minutes transcribed	51	85	208	63
Official meetings and notices posted	255	330	290	269

Percent of Council regular agenda/packets distributed five days prior to meeting	95%	91%	100%	100%
Percent of all minutes completed within 21 days	41%	89%	99%	84%

Objective

Effectively and efficiently administer all Town elections.

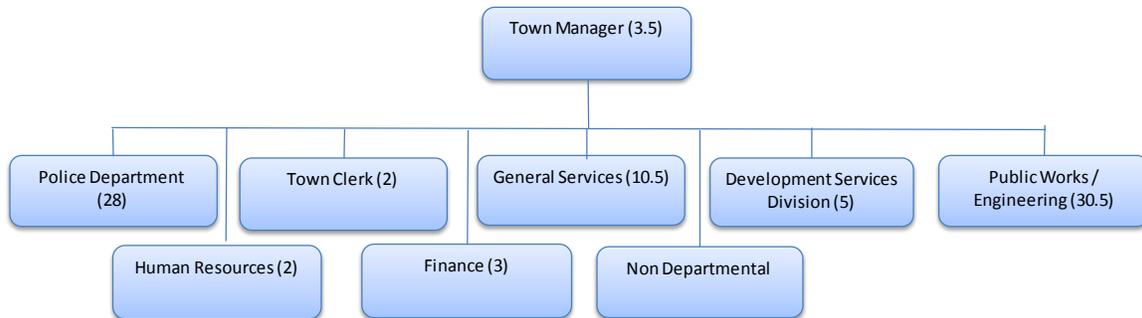
MEASURE	FY11/12	FY12/13	FY13/14	FY14/15
Elections conducted	0	1	0	1
Number of ballots cast	0	2,092	0	3,587
Number of registered voters	0	6,072	0	5,914
Average dollars spent per registered voter, per election	0	\$3.66	0	\$3.10
Percent of registered voters	0	34%	0	61%

Financial Information

TOWN CLERK 42					
Description	2013-14 Actual	2014-15 Adopted Budget	2014-15 Estimated	2015-16 Adopted Budget	% Change Adopted to Adopted
EXPENDITURES					
FULL-TIME EQUIVALENT	3	2		2	
TOTAL SALARIES	120,963	116,789	116,789	117,810	1%
TOTAL FRINGE BENEFITS	23,802	38,961	38,961	38,190	-2%
TOTAL PERSONNEL	144,765	155,750	155,750	156,000	0%
PROFESSIONAL SERVICES	7,740	12,900	8,000	6,900	
TRAVEL/TRAINING/SEMINARS	833	4,300	1,850	4,300	
ADVERTISING	6,875	8,100	10,000	10,000	
SUBSCRIPTIONS & MEMBERSHIPS	441	450	450	700	
MAINT - OFFICE EQUIP/FURNITURE	2,271	2,700	2,500	2,500	
UTILITIES - WATER	370	300	500	500	
RECORDS MANAGEMENT	403	600	600	600	
ELECTION COSTS	-	43,000	18,400	-	
OPERATING SUPPLIES	5,139	5,600	5,600	5,600	
SMALL TOOLS/EQUIP/FURNITURE	583	1,400	-	1,500	
TOTAL EXPENDITURES	24,655	79,350	47,900	32,600	-59%
RECORDS SOFTWARE UPGRADE		9,000	-	9,000	
TOTAL	169,420	244,100	203,650	197,600	-19%

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. No election is planned for next fiscal year. Overall the department is projected to decrease by 19% next fiscal year.



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, as well as the effective and efficient operation and provision of services and products to the community.

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 Council and the administration’s departments; coordinates with the Town Council to develop and implement short and long range goals for the Town; is responsible for economic and community development; and represents the Town in dealing with other governmental jurisdictions, private firms, professional groups, the media and general public.

FY 15 Accomplishments

- 3 North Drainage Project Completed, Chino Meadows Units 2 & 5 drainage projects under way.
- Secured WIFA financing for Waste Water Treatment Plant Buyout and Prescott Water Acquisition.
- Waste Water Treatment Plant Buyout completed, took over operations saving \$25,000 per month.
- Draft for Prescott Water Acquisition brought to Chino Council.
- General Plan Update passed on the ballot.
- Secured Right of Way & built Center Street Extension.
- Pavement Project for Chino Meadows (+ \$264,000 CDBG Grant Monies) Construction Bid Let.
- Initiated ADOT required Road 1 East Extension and construction of Kalinich Road.
- Conducted resurfacing on Bumblebee, Karen Acres and Damion Loop
- Town’s first Housing Rehab Project under way (+ \$275,000 grant), 2 homes in process.

- Submitted application for \$2.0 Million in E.D.A.P. Grant monies – infrastructure to Old Home Manor Industrial Park.
- Grant application to AZ Commerce Authority awarded (\$250,000).
- APS grant (\$85,000) awarded for creation of industrial park at old home manor.
- Began communications planning and media policy drafts for Council consideration.
- Began planning for public service kiosks at Development Services and Town Hall.
- Continued revisions to Town’s Unified Development Ordinance
- Developed Core Values Program with Town Staff
- Implemented a merit based employee performance appraisal program structured on the Town’s Core Values.
- Continued deployment of the Town’s Compensation and Classification Plan.
- Rolled out high deductible Health Plan and Health Savings Accounts, brought vision benefits back.
- Major Revisions to Town’s Unified Development Ordinance completed.
- Installation of new permitting, inspections & licensing software to expedite building permitting and business licensing.
- Rollout of new Town Website Completed.

FY 16 New Initiatives and Goals

- Conclude Prescott Water Acquisition & construct water interconnects ASAP
- Expedite utility rate freeze and then rollbacks when possible
- Initiate and conclude ADOT Required road construction and improvements
- Continue outstanding flood control projects with County grant funds
- Begin work on Peavine Trail Loop Road and excavate the next rifle range at the shooting range
- Explore the development of shotgun sports at Old Home Manor (near existing ranges)
- Receive and administer EDA, ACA and APS grant funds to create the industrial park at Old Home Manor and extension of Road 4 North
- Create an economic development project with Unisource Gas to provide natural gas to the industrial park at Old Home Manor
- Refinance USDA loans from 4% to 2%, saving \$40K a year in interest
- Access USDA RBEG grant funds to create a small business support center
- Begin work to develop and submit an economic development plan to Council
- Update Council’s Strategic Plan
- Access EPA grant funds to loop Town’s water system
- Explore BNSF’s development of a rail spur north of Chino Valley
- Finalize Town communications plan, PIO responsibilities and media policy
- Install public service kiosks at Town Hall and Development Services
- Explore the expansion of additional recreational and tourism related functions at Old Home Manor
- Complete revisions to Town Unified Development Ordinance
- Revisions to Employee Manual to comply with employment laws, statutes and regulations as well as new Federal Regulations
- Develop and roll out employee training that supports Core Values
- Research and develop a total rewards structure to enhance individual and organizational performance

Financial Information

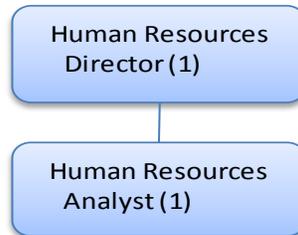
TOWN MANAGER 43					
Description	2013-14 Actual	2014-15 Adopted Budget	2014-15 Estimated	2015-16 Adopted Budget	% Change Adopted to Adopted
FULL-TIME EQUIVALENT	3.34	3.84		3.5	
TOTAL SALARIES	276,616	313,875	323,875	325,319	4%
TOTAL FRINGE BENEFITS	75,871	87,925	87,925	90,380	3%
TOTAL PERSONNEL	352,487	401,800	411,800	415,700	3%
PROFESSIONAL SERVICES	-	6,000	8,500	12,000	
TRAVEL/TRAINING/SEMINARS	10,353	11,000	10,000	16,000	
PUBLIC RELATIONS	37	1,000	1,000	1,000	
SUBSCRIPTIONS & MEMBERSHIPS	2,474	4,000	4,000	4,000	
MAINT OFFICE EQUIPMENT	1,772	1,500	1,500	1,500	
CELLULAR PHONES	953	1,300	1,300	1,300	
GENERAL SUPPLIES	1,158	1,500	1,500	1,500	
SMALL TOOLS/EQUIP/FURNITURE	1,391	500	500	500	
TOTAL EXPENDITURES	18,138	26,800	28,300	37,800	41%
INTERDEPARTMENTAL	(22,000)	(22,000)	(22,000)	(61,000)	
TOTAL EXPENDITURES	348,625	406,600	418,100	392,500	-3%

NARRATIVE

The Town Manager's Office comprises the Town Manager and front desk personnel. Total Salaries are up 3% due to staff reorganizations/scheduling.

Professional Services is up due to the implementation of the new Communication Plan. 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.

Overall the Town Managers Budget is down 3% next fiscal year.



Mission

The mission of the Human Resources Department is to take a strategic approach in providing reliable, timely and consistent 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 equitable and ethical personnel standards, and effectively managing risk to the Town.

Program Description

Human Resources is responsible for the functions and administration in the areas of recruitment and selection, job classification and compensation planning, employee development, employee relations, the total rewards program, and compliance with employment regulations and guidelines as dictated by federal, state and local laws.

FY 15 Accomplishments

- Implemented supervisor and manager training on the new performance management and evaluation process. Employees moved to a focal review (common date) period with new Performance Evaluation Planning and Appraisal forms, along with a modified pay for performance merit system.
- With the assistance of an outside consultant, worked with all employees to develop a set of core values, to be incorporated into the HR process, management decision-making and to stimulate cultural growth.
- Conducted open enrollment that provided educational training on the new High Deductible Health Plan with a Health Savings Account and Vision Benefit Plan, and processed employee paperwork for benefits enrollment.
- Offered three First Aid CPR AED, instructor led classes with 24 attendees and two First Extinguisher, instructor led classes with 35 attendees.
- Completed 2014 Local Government Salary /Benefit Survey.
- Implemented the Arizona Noncriminal Justice Fingerprint Compliance Program.
- Positions filled included the following: Two (2) Administrative Technicians, two (2) Adoption Specialists, one (1) Animal Control Officer (internal), one (1) County Clerk, two (2) Custodians, one (1) Road Maintenance Worker (internal), two (2) Technical Services Librarians, one (1) Assistant Planner, five (5) Police Officers, one (1) Part-time Library Clerk, one (1) Development Services Director (internal), one (1) Part-time Aide, one (1) Full-time Administrative Technician (internal) and Temporary Pool Staff.
- Administered one ASRS retirement and one PSPRS retirement.

FY 16 New Initiatives and Goals

- Evaluate the existing Employee Manual and revise/update as necessary to comply with employment laws, statutes & regulations, and ensure it contains appropriate disclosures. The goal will be to give employees a better sense of policy, provide more consistency in the employment relationship, and set forth the core values of the Town.
- Set-up a basic employee training program that supports the Town’s core values & goals, helps employees achieve their performance goals, improves supervisory performance, customer service, and assists in controlling insurance costs.
- Evaluate the current benefits program and begin designing a total rewards structure that is a blend of monetary and nonmonetary rewards that can be offered to employees to generate enhanced individual and organizational performance.
- Create strategic HR performance measures along with efficiency performance measures for the future, and continue to support workforce staffing needs.

Recruitment Measure

Provide an equal opportunity recruitment and selection process to fill vacancies that takes into account organizational goals, succession planning, use of internal human capital & flexibility, and external human capital.

Objective

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

Recruitment Measures	2012	2013	2014	2015 Projected
# of exempt positions	0	1	3	0
# of non-exempt positions	2	9	16	18
# of recruitments processed	14	14	21	18
New positions created	3	4	2	0
# of applications processed	209	212	276	304

Performance Measure

Maintain competitive total rewards, employee relations and employee development that contributes to a work environment which promotes job satisfaction and retention.

Objective

Reduce employee turnover, manage expenses and create efficiencies within the department.

Performance Measures	2011	2012	2013	2014
# of regular employees		81	88	89.5
Employee turnover rate		17.28%	15.9%	23.5%
# grievances		0	0	0
# of employment claims/lawsuits		0	0	0

Work-related injuries and illnesses	11 injuries	10 injuries	13 injuries, 1 skin disorder, 1 respiratory condition	4 injuries, 2 respiratory conditions
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Financial Information

HUMAN RESOURCES 44					
Description	2013-14 Actual	2014-15 Adopted Budget	2014-15 Estimated	2015-16 Adopted Budget	% Change Adopted to Adopted
FULL-TIME EQUIVALENT	1	1		1	
TOTAL SALARIES	45,303	46,347	46,347	133,012	187%
TOTAL FRINGE BENEFITS	9,036	9,303	9,303	33,288	258%
TOTAL PERSONNEL	54,339	55,650	55,650	166,300	199%
PROFESSIONAL SERVICES	9,113	12,000	7,000	12,000	
TRAVEL/TRAINING/SEMINARS	557	5,000	3,000	5,000	
EMPLOYEE RECOGNITION/APPR	8,187	5,500	3,000	5,500	
ADVERTISING	1,237	1,200	3,000	3,000	
SUBSCRIPTIONS & MEMBERSHIP	609	1,000	1,000	1,000	
MAINT - OFFICE EQUIPMENT	1,242	1,500	2,500	1,500	
OPERATING SUPPLIES	673	1,000	500	1,000	
TOTAL OPERATING	21,618	27,200	20,000	29,000	7%
INTERDEPARTMENTAL	(13,000)	(13,000)	(13,000)	-	
TOTAL EXPENDITURES	62,957	69,850	62,650	195,300	180%

Narrative

Total Personnel increased 199% due to the hiring of a new full time Human Resources Director. Total Operating Expenses are up 7% due to the budgeted increase in the Employee Recognition and Appreciation Program. Overall the department is projected to be up 180% next fiscal year.

NON DEPARTMENTAL

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 15 Accomplishments

- Completed the General Plan Update
- Increased funding to the Chamber of Commerce
- Purchased Development Services Software
- Deployed new Town Website

FY 16 New Initiatives and Goals

- Purchase automated time card system
- Update the Unified Development Ordinance
- Chamber of Commerce Funding
- Funding for Greater Prescott Regional Economic Partnership
- Parks and Recreation Board start-up funding
- Transfer to HURF Fund for road improvements

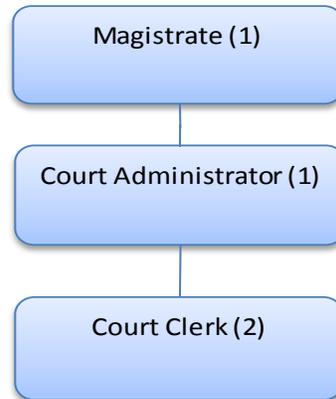
Performance Measures - None Noted

Financial Information

NON DEPARTMENTAL 95					
Description	2013-14 Actual	2014-15 Adopted Budget	2014-15 Estimated	2015-16 Adopted Budget	% Change Adopted to Adopted
LEGAL SERVICES	197,451	150,000	165,000	170,000	
OVER/SHORT CASH	207				
POSTAGE	11,753	16,000	18,000	18,000	
NACOG-EDA/RURAL TRANSP ASSMT	1,861	2,000	1,861	2,000	
GENERAL PLAN	39,432	10,000	10,500	-	
IMPLEMENTATION OF SB 1525	6,200	25,000	-	-	
LIABILITY/PROPERTY INSURANCE	180,641	185,000	191,000	198,000	
INSURANCE DEDUCTIBLES	11,556	5,000	12,000	5,000	
CLEANUP CAMPAIGN	5,127	-	-	-	
YAV CO EMERG MGMT IGA	4,651	5,000	4,651	5,000	
CYMPO	643	2,500	500	1,000	
ECON DEV CONTRACT SVCS/PLAN	500	500	500	2,500	
GPREP		10,000	10,500	10,000	
EMERGENCY RESPONSE PLAN		10,000	-	-	
OUTSIDE AGENCY FUNDING	38,000	38,000	45,000	38,000	
TPT TAX REIMBURSEMENT AGREEMENT	33,756	20,000	20,000	20,000	
LEAGUE OF AZ CITIES DUES	8,942	9,000	8,942	9,000	
SAFETY COMMITTEE EXPENSES	1,976	3,000	1,000	3,000	
CASELLE SOFTWARE TIMECARDS	36,837	-	-	10,000	
STATE TRANSPARENCY EXPENSES	5,000	1,000	2,000	1,000	
ARIZONA DEPT OF REVENUE ANNUAL				25,000	
DEVELOPMENT SERVICES SOFTWARE		18,250	16,785	-	
UDO UPDATE		30,000	-	20,000	
PRAB FOUNDATION				15,000	
WEBSITE REDESIGN		15,000	12,731	13,000	
CONTINGENCIES	122,374	367,000	47,000	380,000	
ON-LINE AUCTION EXPENSES	-	1,000	1,000	1,000	
TRANSFER TO HURF				50,000	
TOTAL EXPENDITURES	706,907	923,250	568,970	996,500	8%

Narrative

Legal Services and Liability/Property Insurance is expected to increase next fiscal year. Contingencies are budgeted per Town policy. The General Fund is transferring \$50,000 to the HURF Fund for Road Maintenance. Overall the department expenses are projected to be up 6%.



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 15 Accomplishments

- Standardizing and integrating all of the court forms into a single set with “fill in the blank” capability.
- The Court and the Chino Valley Police Department combined efforts to have a Warrant Surrender Day in which defendants could clear their warrant without being booked into custody.
- The Administrative Offices of the Court upgraded our computer system with Windows 8.1
- Completed the purging project in the Aztec System.

FY 16 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.
- Set up a “F.A.R.E.” day during the tax season in which the defendants could have their cases recalled from collections and pay the original fines, fees, and assessments in full. This could potentially reduce their amount owed by 19 percent and help the court to collect and close the many outstanding cases. It would benefit the defendant by allowing them to have their driving privileges re-instated and the court reduce the amount of receivables owed.
- Completion of cross training between the civil desk and the criminal desk and send the civil clerk to Civil Traffic Hearing Officer Training.
- Move the court forms and court calendar to the iCloud for easy access to all staff.

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.

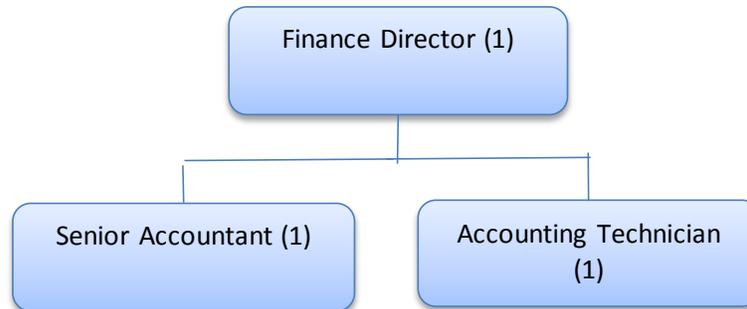
Performance Measure	Calendar 2009	Calendar 2010	Calendar 2011	Calendar 2012	Calendar 2013	Calendar 2014
Number of Cases						
DUI	166	109	88	83	69	56
Serious Traffic	12	6	7	9	8	9
Other Traffic	154	179	173	115	118	150
Total Criminal Traffic	332	294	268	207	195	215
Total Civil Traffic	1692	1481	1979	1393	842	711
Misdemeanors	444	298	319	260	252	414
Order of Protection	25	58	16	19	48	48
Injunction/Harrassment	14	26	22	19	15	13
Revenue by Calendar Year	\$192,177	\$136,682	\$133,379	\$131,821	\$114,505	\$103,388

Financial Information

MUNICIPAL COURT 45					
Description	2013-14 Actual	2014-15 Adopted Budget	2014-15 Estimated	2015-16 Adopted Budget	% Change Adopted to Adopted
REVENUES					
TRAFFIC FINES	-	85,000	93,448	100,000	
REIMBURSEMENT COURT ATTORNEY	-	5,000	4,041	5,000	
TOTAL REVENUES	-	90,000	97,489	105,000	17%
EXPENDITURES					
FULL-TIME EQUIVALENT	4	4		4	
TOTAL SALARIES	186,933	211,150	211,150	170,321	-19%
TOTAL FRINGE BENEFITS	62,612	72,550	72,550	62,279	-14%
TOTAL PERSONNEL	249,545	283,700	283,700	232,600	-18%
CONTRACT AND SUPPORT SERVICES	392	400	400	400	
PROFESSIONAL SERVICES	20,834	18,000	18,000	18,000	
TRAVEL/TRAINING/SEMINARS	1,343	2,000	500	2,000	
SUBSCRIPTIONS & MEMBERSHIPS	2,235	2,300	2,300	2,300	
MAINT - OFFICE EQUIP/FURNITURE	1,586	1,200	1,600	1,600	
UTILITIES - WATER	85	150	150	200	
CELLULAR PHONES	751	800	800	800	
GENERAL SUPPLIES	4,112	4,000	4,000	4,000	
TOTAL OPERATING	31,338	28,850	27,750	29,300	2%
TOTAL EXPENDITURES	280,883	312,550	311,450	261,900	-16%
NET COST TO GENERAL FUND	280,883	222,550	213,961	156,900	-29%
% OF COST RECOVERED	0%	29%	31%	40%	

Narrative

Total Personnel is down 18% due to adjustments to the Magistrate Position. Overall department expenditures are projected to be up 2%. With the projected increase in Fine Revenue and 16% overall reduction in expenditures the Court is projected to recover 40% of its costs next fiscal year.



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 15 Accomplishments

- Received an unqualified opinion on the Fiscal Year 2014 Annual Audit.
- Prepared the Town’s Fiscal Year 2015 budget in conformity with the GFOA recommended practices.
- Submitted and received the GFOA Distinguished Budget Award.
- Prepared the Town’s second Comprehensive Annual Financial Report (CAFR) for the fiscal year ended June 30, 2015.
- Submitted the CAFR to GFOA for the Certificate of Achievement for Excellence In Financial Reporting.
- Moved Town’s accounts to a new Bank.
- Set up electronic purchase order approval system.

FY 16 New Initiatives and Goals

- Oversee the compilation of the Town’s Fiscal Year 2016 Budget in conformity with the GFOA recommended practices.
- Prepare a Comprehensive Annual Financial Report (CAFR) for Fiscal Year 2015.
- Deploy new automated Time Card System and electronic pay stub distribution.

Performance Measures

Performance Measure	FY 10/11 Actual	FY 11/12 Actual	FY 12/13 Actual	FY 13/14 Actual	FY 14/15 Projected
Unqualified Audit Report	Yes	Yes	Yes	Yes	Yes
GFOA Distinguished Budget Award	No	No	No	Yes	Yes
GFOA CAFR Certificate of Achievement Award	No	No	No	Yes	Yes
Audit Completion date	11/5/2011	12/3/2012	11/30/2012	11/11/2013	12/15/2014
Number of payroll checks processed	3,068	2,881	2,623	2,629	2,661
Number of accounts payable checks processed	1,509	2,372	2,225	2,242	2,355
Number of Finance Department Employees	2	3	3	3	3

Financial Information

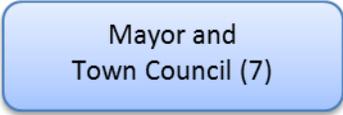
FINANCE 46					
Description	2013-14 Actual	2014-15 Adopted Budget	2014-15 Estimated	2015-16 Adopted Budget	% Change Adopted to Adopted
FULL-TIME EQUIVALENT	3	3		3	
TOTAL SALARIES	175,088	190,528	190,528	192,461	1%
TOTAL BENEFITS	56,014	61,572	61,572	62,339	1%
TOTAL PERSONNEL	231,102	252,100	252,100	254,800	1%
PROFESSIONAL SERVICES	41,840	43,500	43,000	49,000	
BANK CHARGES	5,423	6,000	7,500	7,500	
MERCHANT BANK CARD FEES	8,444	9,500	9,500	10,000	
TRAVEL/TRAINING/SEMINARS	610	1,250	750	1,400	
ADVERTISING	1,495	2,100	2,000	2,000	
SUBSCRIPTIONS & MEMBERSHIPS	455	500	500	500	
MAINT OFFICE EQUIP	2,075	2,000	2,000	2,000	
OPERATING SUPPLIES	1,717	1,500	2,000	2,000	
TOTAL OPERATING	62,059	66,350	67,250	74,400	12%
INTERDEPARTMENTAL	(14,000)	(14,000)	(14,000)	-	
TOTAL EXPENDITURES	279,161	304,450	305,350	329,200	8%

Narrative

Professional Services is projected to increase with the additional costs associated with engaging a new audit firm for the next three fiscal years and preparing the Comprehensive Annual Financial Report. Overall the department is projecting an increase of 8%.

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

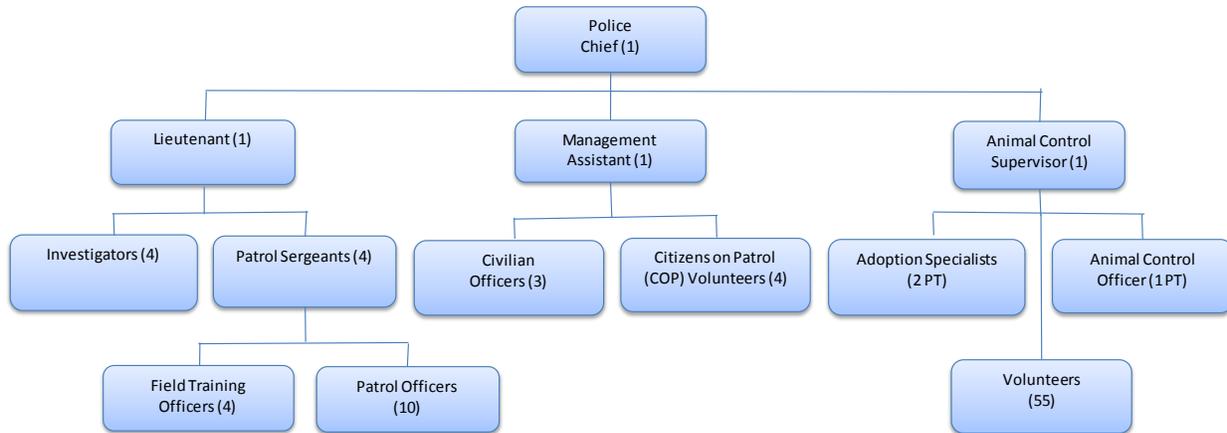
The Mayor and Council is the legislative branch of the Chino Valley Council-Manager form of Government. The Town Council enacts local legislation, develops policies for the Town Manager to implement and adopts the annual budget. The Council appoints the Town Manager, Town Attorney, Court Magistrate,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

Financial Information

MAYOR & COUNCIL 50					
Description	2013-14 Actual	2014-15 Adopted Budget	2014-15 Estimated	2015-16 Adopted Budget	% Change Adopted to Adopted
TOTAL SALARIES	9,650	9,600	9,600	9,600	0%
TOTAL FRINGE BENEFITS	759	750	750	800	7%
TOTAL PERSONNEL	10,409	10,350	10,350	10,400	0%
TRAVEL/TRAINING/SEMINARS	3,995	13,000	13,000	13,000	
PUBLIC RELATIONS	6,047	4,000	4,000	4,000	
CELLULAR PHONES	2,403	2,400	2,400	3,600	
GENERAL SUPPLIES	266	2,000	1,000	2,000	
TOTAL OPERATING	12,711	21,400	20,400	22,600	6%
TOTAL EXPENDITURES	23,120	31,750	30,750	33,000	4%

Narrative

Mayor and Council total operating expenses increased by 6%. Overall the department is projected to increase 4%.



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 continually strives to “think outside the box” in finding ways to stretch our budget and bring in more resources to be utilized in our law enforcement mission. One area we are always looking at is our ability to provide the highest level of policing service to the public as possible. An important factor in being able to do this is providing quality training to our staff. Training tends to be costly, especially when travel for staff is included. For the past couple of years the department has been developing one of the state’s premier law enforcement shooting and training facilities. By having a facility located here in town, we are able to take advantage of quality classes and save on tuition as well as travel expenses. The range and associated classroom have been built primarily with RICO funds along with donations and contributions from other agencies. There has also been a significant amount of labor provide by Police Department staff to reduce the cost of hiring many jobs out.

The Police Department has also taken advantage of the Federal 1033 program. This program allows the department to obtain many useful items at no cost other than transportation. Examples of the items we have obtained are: a Humvee, which has become a public relations hit; a whisper quiet tactical generator capable of powering our entire

command post and auxiliary lighting, a large mobile command post, which will eventually replace the current trailer we use, which is too small; Conex storage containers, which have allowed us to create more useable space inside the Police Department building; a mobile office, which is located at the shooting range; several pieces of equipment which will be used to perform maintenance as well as being utilized in future development projects within the range. The value of the items obtained by the department exceeds five hundred thousand dollars.

The department also receives grant assistance from the Yavapai Community Foundation for our K-9 program and Bureau of Justice Assistance for partial reimbursement on our body armor.

FY 15 Accomplishments

- Implemented new, updated, online policy manual.
- Continued to develop Tactical Shooting Range and training building.
- Held Law Enforcement Expo at Tactical Shooting Range.
- Held 1st National Night Out for the Town.
- Consolidated evidence storage into the old Food Bank building.
- Replaced older department firearms through trades – minimal cost to department.
- Acquired several pieces of valuable equipment from 1033 program.

FY16 New Initiatives and Goals

- Work with MatForce to bring more substance abuse education to schools.
- Complete training building at range.
- Develop long term asset replacement plan.
- Continue growing Block Watch program.
- Improve recruitment.
- Review and update procedure manuals.

Performance Measures

	FY 12/13 Actual	FY 13/14 Actual	FY 14/15 Estimate	FY 15/16 Estimate
Arrests				
Total Arrests	439	513	720	790
Adult Arrests	366	436	620	780
Juvenile Arrests	73	77	100	115
Citations Issued	756	934	730	850
Warnings Issued	4,361	2,431	1,700	1,900
Part I Crimes				
Homicide	2	1	1	1
Rape	3	2	2	2
Robbery	3	1	3	4
Assault Arrests (Agg & Simple)	73	73	100	100
Burglary	43	50	55	60
Larceny-Theft	175	189	200	200
Motor Vehicle Theft	10	15	25	30
Part II Crimes				
DUI	70	46	50	55
Sex Offenses	22	19	20	22
Drugs (Sales, Mfg, Possess)	43	50	65	70
Other Calls for Service				
Domestic Violence	49	54	70	75
Accidents	198	170	200	210
Traffic Stops	5,345	3,336	2,600	3,000
Security Checks	4,717	2,425	3,100	3,300
Total Departmental Reports	10,367	11,120	11,200	11,500
Dispatched Calls for Service	3,724	4,698	5,000	5,500
Officer Initiated Calls	6,643	6,422	7,000	7,400
Average Response Times				
All Dispatched Calls	5.4	6.28	5.48	5.4
In Progress Calls	4.72	4.68	4.55	4.5

Financial Information

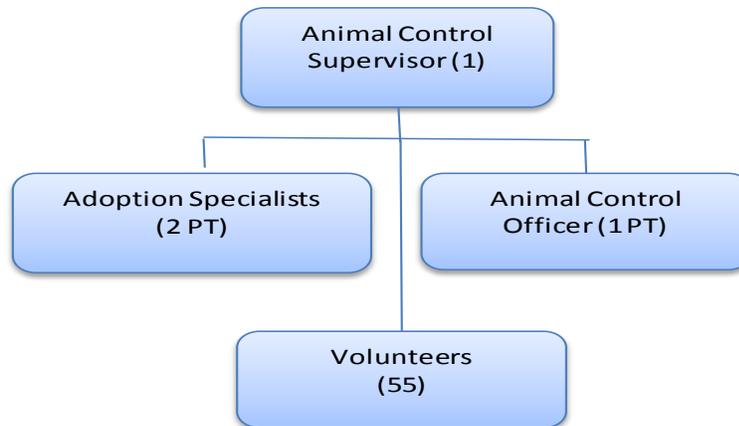
POLICE 60					
Description	2013-14 Actual	2014-15 Adopted Budget	2014-15 Estimated	2015-16 Adopted Budget	% Change Adopted to Adopted
REVENUES					
P.A.N.T.		18,000	26,874	30,000	
BULLET PROOF VEST PARTNERSHIP		2,500	2,500	2,500	
POLICE REPORTS		3,000	1,856	3,000	
VEHICLE IMPOUND FEE REVENUE		15,000	19,575	15,000	
TOTAL REVENUES	-	38,500	50,805	50,500	31%
EXPENDITURES					
FULL-TIME EQUIVALENT	28	28		28	
TOTAL SALARIES	1,427,521	1,552,230	1,552,230	1,555,863	0%
TOTAL BENEFITS	607,731	719,470	719,470	748,437	4%
TOTAL PERSONNEL	2,035,252	2,271,700	2,271,700	2,304,300	1%
CONTRACT AND SUPPORT SERVICES	143,707	147,600	147,600	151,000	
PROFESSIONAL SERVICES	21,722	24,600	24,600	24,500	
TRAVEL/TRAINING/SEMINARS	15,951	19,500	19,500	19,500	
SUBSCRIPTIONS & MEMBERSHIPS	570	800	800	1,000	
MAINT - OFFICE EQUIP/FURNITURE	6,372	5,300	7,500	7,500	
MAINT - MACHINERY & EQUIPMENT	14,801	16,000	16,000	16,000	
UTILITIES - WATER	337	500	500	500	
CELLULAR PHONES	4,052	5,000	5,000	5,000	
MEDICAL	2,146	1,500	1,500	1,500	
UNIFORMS ALLOWANCE	34,546	38,000	38,000	41,000	
OPERATING SUPPLIES	22,221	23,000	23,000	23,000	
K-9 PROGRAM COST	1,004	3,000	3,000	3,000	
SMALL TOOLS/EQUIP/FURNITURE	1,634	9,500	9,500	10,500	
AMMUNITION		8,000	8,000	12,000	
TOTAL OPERATING	269,063	302,300	304,500	316,000	5%
LEASE PURCHASE PAYMENTS		39,000	23,498	31,500	
POLICE CAR					
TOTAL CAPITAL	-	39,000	23,498	31,500	0%
TOTAL EXPENDITURES	2,304,315	2,613,000	2,599,698	2,651,800	1%
NET COST TO GENERAL FUND	2,304,315	2,574,500	2,548,893	2,601,300	1%
% OF COST RECOVERED	0%	1%	2%	2%	

Narrative

Total Salaries remained flat even for the second consecutive fiscal year. Benefits are up due to the increased employer contributions to the Public Safety Personnel Retirement System.

Operating Expenses are up 5% due to increases in the dispatch contract and maintenance costs for Mobile Data Terminals. Overall the department's expenditures are projected to increase 1%.

The Department also began a vehicle replacement program last fiscal year. Four new police units were 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.



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 15 Accomplishments:

- Added permanent shade cover for outside kennels.
- Added two benches to the outdoor play area for potential adopters to be able to socialize with adoptable dogs.
- Replaced aging HVAC unit to provide appropriate temperature control to the shelter throughout the year.
- Offered a trap neuter release (TNR) program to the community to help with the cat overpopulation.
- Added part-time Animal Control Officer Position.

FY 16 New Initiatives and Goals:

- Install new kennel gates.
- Add an outdoor kennel.
- Improve soundproofing between office and animal area in shelter.
- Increase sales of dog licenses.

Performance Measures:

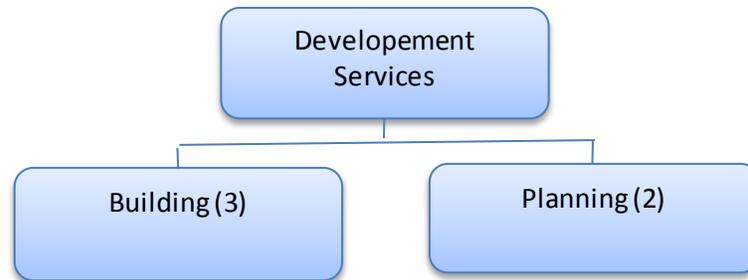
Performance Measure	FY 10/11 Actual	FY 11/12 Actual	FY 12/13 Actual	FY 13/14 Actual	FY 14/15 Projected
Animal Related Calls	1099	785	786	829	850
Impounded Dogs	330	309	291	315	342
Adopted Dogs	*	109	107	121	166
Dog Licenses Sold	1996	1666	1811	1807	1800
Dogs returned to owner	180	183	172	186	175
Total Dogs rescued by other organizations	*	5	8	7	8
* Data Not Available					

Financial Information

ANIMAL CONTROL 61					
Description	2013-14 Actual	2014-15 Adopted Budget	2014-15 Estimated	2015-16 Adopted Budget	% Change Adopted to Adopted
REVENUES					
ANIMAL CONTROL FEES	-	24,000	34,265	31,000	
TOTAL REVENUES	-	24,000	34,265	31,000	29%
EXPENDITURES					
FULL-TIME EQUIVALENT	2	2.5		2.5	
TOTAL SALARIES	58,024	75,315	75,315	69,689	-7%
TOTAL FRINGE BENEFITS	17,131	33,485	33,485	23,611	-29%
TOTAL PERSONNEL	75,155	108,800	108,800	93,300	-14%
PROFESSIONAL SERVICES		450	450	500	
TRAVEL/TRAINING/SEMINARS	1,672	4,000	4,000	4,000	
SUBSCRIPTIONS & MEMBERSHIPS	70	100	100	100	
MAINT TOWN FACILITIES		5,000	5,000	-	
MAINT MACHINERY & EQUIPMEN	931	3,550	3,550	3,500	
UTILITIES - WATER	338	300	300	300	
CELLULAR PHONES	1,208	2,800	2,800	2,800	
MEDICAL	26	1,000	1,000	1,000	
CLOTHING AND UNIFORMS	1,611	3,000	3,000	3,000	
OPERATING SUPPLIES	4,169	2,750	2,750	2,700	
ANIMAL FOOD	495	500	500	500	
VET AND SUPPLIES	2,888	2,500	2,500	2,500	
SPAY AND NUETER FELINES		1,000	1,000	1,000	
LICENSE/FEES	575	600	600	600	
SMALL TOOLS/EQUIP/FURNITURE	3,872	7,500	7,500	7,500	
TOTAL OPERATING	17,855	35,050	35,050	30,000	-14%
TOTAL EXPENDITURES	93,010	143,850	143,850	123,300	-14%
NET COST TO GENERAL FUND	93,010	119,850	109,585	92,300	-23%
% OF COST RECOVERED	0%	17%	24%	25%	

Narrative

Total Salaries and Benefits are down 14% due to filling one full time position with two part-time positions. Total operating expenditures are down 14% due to decreased building maintenance.



Mission

The Development Services Department is committed to providing exemplary service to its customers. This commitment 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. This department oversees the activities of the Planning and Zoning Commission and the Board of Adjustments, and plans to initiate a Building Board of Appeals in the near future. These Boards and Commission provide 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.

Together, the Unified Development Ordinance and the General Plan set forth the regulations that guide growth and development of the Town. 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 development standards, and the overall project meets the broad vision of the community set forth in the General Plan.

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 have been 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.

Licensing businesses ensures compliance with not just the Town's regulation of manner and placement of certain commercial and industrial activities, but also ensures that businesses have appropriate state and federal licensing if necessary, and 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 14/15 continued to usher change into to the Development Services Department. 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 the staff is complete, and feedback from customers has been positive.

While restructuring the roles and responsibilities within the department is complete, augmenting skills through additional training will be an ongoing process. Training for FY14/15 focused on competence in existing roles as well as reciprocal training to ensure a complete customer assistance experience; training in the Service-as-Software data management system has also been a priority.

The migration from paper management to wireless communication and data management has been completed. Field staff are now equipped with tablets that provide immediate access to files, applications, plans, and other documents that once required hard copies. Responses to inspections can be emailed instantaneously from the field to the recipient, without handling by administrative staff. This streamlined process seamlessly incorporated tracking of SB 1598 requirements, greatly reducing exposure due to missed timelines.

FY 15 Accomplishments:

1. Acquisition and implementation of SAS for Development Services

In conjunction with the new Town's website, the permitting interface on the website now allows residents to apply and pay for most permits online, report code violations online, and track activities related to their projects online. The integration of tablets in the field allows inspectors to access the data servers remotely, enabling them to update information in real time, add photos and notes to electronic files, and print notices and letters in the field. Inspection results can be emailed immediately from the field rather than via hard copy. This has already expedited permit approvals and notifications, reduced staff time for updating paper files, and streamlined code enforcement notification procedures and activities. Citizens now have the ability to track their permits or code enforcement cases online, rather than travel to the Development Services Department to conduct these activities. The implementation of this SAS has resulted in better management and tracking of activities, and provides citizens the opportunity to interact with Development Services at their convenience

2. Adoption and Ratification of the General Plan

The statutory sixty day review period concluded on March 4, 2014. The Planning and Zoning Commission held a Public Hearing on April 1, 2014 after proper notice as set forth in ARS §0-461.06 E (1). After a second Public Hearing at Town Council (with notice given as set forth above), the General Plan was adopted by Council and ratified by the electorate in November of 2014. The newly approved General Plan will provide the framework for growth management for over the next ten (10) years.

3. Update Unified Development Ordinance

Revision of the Unified Development Ordinance (UDO) continues. During FY 13/14, three (3) text amendments were adopted by Town Council, approving changes to language regarding walls and fences, temporary signage, and regulating the manner and placement of Medical Marijuana uses.

In FY14/15, the previously adopted International Building and Fire codes were rescinded and replaced with the 2012 International Building and Fire code amendments. Section 1.9.3 Planned Area Developments (PAD) was completely rewritten, removing requirements and stipulations that applied solely to residential development, streamlining the process, and reducing the number of pages of regulations from ten (10) to four (4). Staff has also initiated a complete overhaul of Section 4.21 Signs and Signage, which it expects to complete prior to the end of CY 2015.

For the remainder of FY14/15, staff is proposing text amendments to Sections 1.4 and 1.5 governing the powers and duties of the Planning and Zoning Commission and Board of Adjustments, as well as appointment to and removal from the same. Section 1.7 Site Plan Review will be refined to streamline the process, removing mandatory hearings before the Commission and Council. In addition to the review and rewriting of the Signage portion of the UDO, Staff is also working to create an Agri-Business overlay district. Currently, the UDO does not differentiate between generalized commercial uses and agricultural businesses. There is an important distinction to be made as certain regulations that would be expected for general commercial uses (paving, signage) do not work for the temporary or intermittent uses associated with agricultural businesses (horse shows, fundraising events, FFA/4H expos).

4. Initiate Owner Occupied Housing Rehabilitation Program

This program provides funding to rehabilitate owner-occupied dwelling units throughout the Town so that it meets both the State Rehabilitation Standard and the currently adopted building codes. An application for the Owner Occupied Housing Rehabilitation Program (HR or housing rehab) was submitted by staff to the Arizona Department of Housing (ADOH) in June of 2014. Staff was notified in September of 2014 that the Town had been awarded \$250,000 in rehabilitation (HOME) funds and \$25,000 in administration (HTF) funds for a total of \$275,000.

Because of the poor condition of the homes, the program will likely replace more mobile home units than it will repair or rehabilitate. Currently, one (1) project is under construction and three (3) are awaiting replacement units. A total of nine (9) projects have been let out to bid; thirty-five (35) households remain on the waiting list.

5. Increase focus on Economic Development

Staff has worked diligently in submitting applications to various sources for funding to extend necessary infrastructure improvements to Old Home Manor (OHM). Providing water, sanitary sewer, and natural gas to the site will aid in job retention and facilitate job creation for the community.

In January of 2015, the Town was notified that it had been awarded \$250,000 from the Rural Economic Development Grant (REDG) from the Arizona Commerce Authority for the purpose of extending utilities to OHM. This award comprised the foundational match for an application to the Economic Development Administration's (EDA) Economic Development Assistance Program (EDAP). Staff has been working with EDA for some time to perfect an application, and in December of 2014, submitted a request for just over \$1.6 million dollars. In addition, the Town was chosen by Arizona Public Service (APS) for its inaugural "booster" grant, awarding the Town an additional \$75,000 for the OHM infrastructure program.

Staff has also been working with the Environmental Protection Agency (EPA) in finalizing a Clean Water grant that was an appropriation in the federal budget. This grant, in the amount of \$485,000, will be used to provide safe drinking water for residents of the Town.

FY 16 New Initiatives and Goals:

Looking forward, the Development Services Department has identified the following projects as priorities in FY 15/16:

1. Create Overall Economic Development Plan for Chino Valley

The Town of Chino Valley lacks a Comprehensive Economic Development Plan that will lay the foundation for future success. Working in concert with the Chino Valley Chamber of Commerce and Yavapai College's Economic Development initiative, conversations with the business community can be held to develop a plan that provides opportunities for existing businesses while allowing for growth in the commercial and retail sectors. Addressing issues such as infrastructure planning, regional growth, and business/government relationships is crucial in changing the image of the Town from anti-growth to planned reinforcement of local economic opportunities.

2. Continue revisions to UDO

The current Unified Development Ordinance has not undergone significant modification since its initial adoption in 2006. While some amendments have been made, there are a number of sections that need to be reconsidered. The ratification of the General Plan has provided direction regarding the future development of the community, and the Unified Development Ordinance must be amended to reflect the framework set forth in the General Plan. In addition to a general rewrite, staff recommends addition of overlay districts that coincide with the cores identified in the GP. This will enable staff to develop a unified plan specific to those areas that would not impose additional regulations on areas outside of the cores.

3. Increase focus on code enforcement

During the recession, Code Enforcement (CE) activities became reactive rather than proactive. With the launch of Citizen Serve, staff will have more time to spend in the field as manual updating of paper files in the office will no longer be necessary. Further, this system will expedite tracking of CE complaints. Staff will also research the availability of smartphone apps, allowing citizens to submit violations.

4. Migrate paper parcel files to electronic system

Migrating existing parcel file data from paper copies to electronic documents will be a daunting but necessary task. Full integration of the information in the parcel files will enable staff to better track building permits, zoning and land use actions, land divisions, and Code Enforcement activities. It will also allow citizens to access their information on demand rather than during regular business hours.

5. Seek additional grant funding for Development Services activities

The Town of Chino Valley has matured to the point where additional long range and strategic planning will need to take place. While staff is working with APS to secure participation in their long-range economic development planning program called Focused Future, there is funding available from both public agencies and foundations to encourage communication and capacity building in the community. Staff will be researching and pursuing these opportunities as they become available.

6. Public Service Kiosk for front counter

To encourage use of the Citizen Serve portal, Staff is working with MIS to provide a kiosk at the Development Services front counter so that applicants can complete their applications online, print out documents that require original signatures, and pay utility bills.

Development Services
Director (1)

Assistant Planner(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 15 Accomplishments

- 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.

FY 16 New Initiatives and Goals

- Set up Kiosk at front counter.
- Complete overall Economic Development Plan.
- Migrate hard paper files to Citizen Serve.
- Complete revision of Sign Code.

Performance Measures

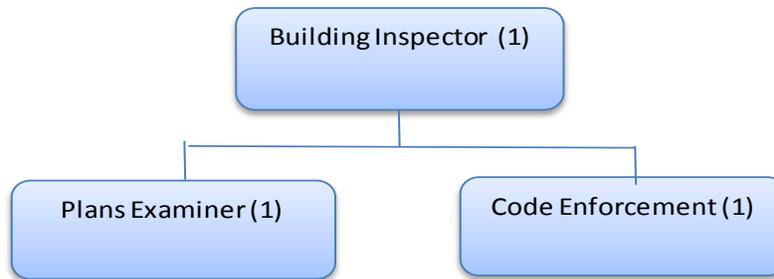
Performance Measure	FY 9/10 Actual	FY 10/11 Actual	FY 11/12 Actual	FY 12/13 Actual	FY 13/14 Actual
Neighborhood Meetings	9	7	3	8	10
Rezones	4	4	2	5	5
Lot Splits	31	15	30	2	95
Site Plan Review	0	2	3	1	15
UDO Amendment	3	1	0	3	21
Approved Plats/Planned Arer of Development	1	0	0	0	0
Conditional Use Permits	4	2	-1	1	4
MGPA	2	1	0	0	0

Financial Information

PLANNING 55					
Description	2013-14 Actual	2014-15 Adopted Budget	2014-15 Estimated	2015-16 Adopted Budget	% Change Adopted to Adopted
REVENUES					
ZONING PERMITS	-	5,000	6,297	5,000	
TOTAL REVENUES	-	5,000	6,297	5,000	-
EXPENDITURES					
FULL-TIME EQUIVALENT	2	2		2	
TOTAL SALARIES	94,146	110,018	110,018	122,373	11%
TOTAL FRINGE BENEFITS	30,322	40,732	40,732	40,627	0%
TOTAL PERSONNEL	124,468	150,750	150,750	163,000	8%
PROFESSIONAL SERVICES	40,193	10,000	-	10,000	
TRAVEL/TRAINING/SEMINARS	2,801	1,000	1,500	1,500	
ADVERTISING	3,712	5,000	3,000	3,000	
SUBSCRIPTIONS & MEMBERSHIPS	300	300	300	300	
MAINT - OFFICE EQUIP/FURNITURE	2,148	800	1,000	1,000	
GENERAL SUPPLIES	2,123	2,000	2,000	2,000	
SMALL TOOLS/EQUIP/FURNITURE		1,000	1,200	1,000	
TOTAL OPERATING	51,277	20,100	9,000	18,800	-6%
INTERDEPARTMENTAL	(8,000)	-	-	4,500	
TOTAL EXPENDITURES	167,745	170,850	159,750	186,300	9%
NET COST TO GENERAL FUND	167,745	165,850	153,453	181,300	9%
% OF COST RECOVERED	0%	3%	4%	3%	

Narrative

Total Personnel is up 8% due to the Development Services Director position reclassification. Operating Expenses are down 6%. Overall the department is up 9% over the prior fiscal year primarily due to the Indirect Charges allocated to the department.



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 15/16. 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 15 Accomplishments

- Initiate and deployed new permit management software.
- Provided public education and information during Building Safety Month.
- Updated website with the current up to date information.

FY 16 New Initiatives and Goals

- Focus on Code Enforcement – Increase activity.
- Maximize Citizen Serve to continually improve customer service.
- Maximize Citizen Sever to refine permit approval process.

Performance Measures

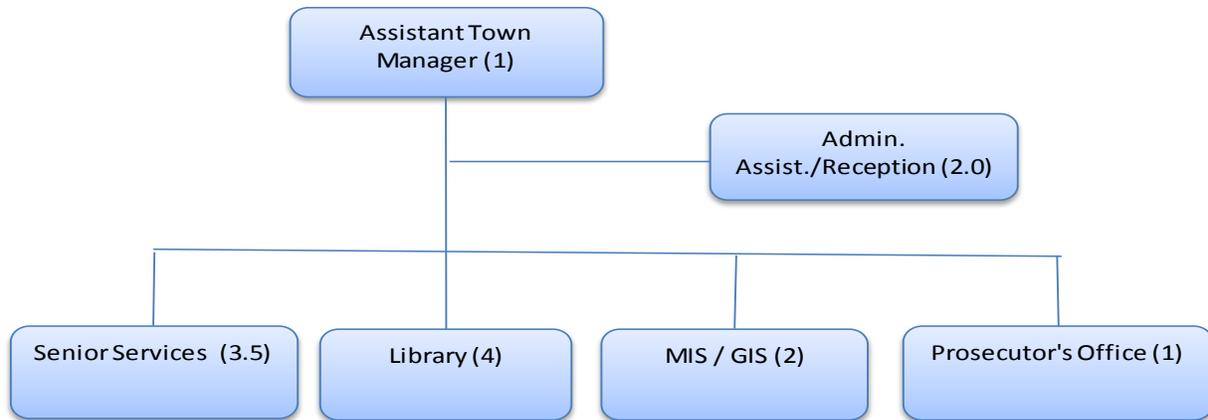
Performance Measure	FY 10/11 Actual	FY 11/12 Actual	FY 12/13 Actual	FY 13/14 Actual	FY 14/15 Projected
Number of Residential Permits	167	165	147	220	225
Number of Commercial Permits	11	19	27	13	65
Total Building Permits	178	184	174	233	290
Value of Building Permits	\$ 3,887,705	\$ 19,082,877	\$ 4,761,508	\$ 8,406,970	\$ 9,016,000
Number of Business License Renewals	593	575	319	705	775
Number of New Business Licenses	110	125	112	108	130

Financial Information

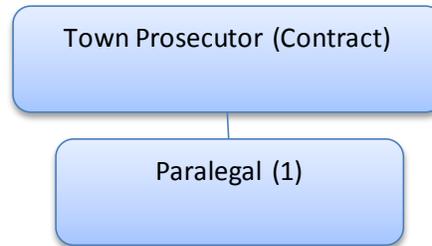
BUILDING 56					
Description	2013-14 Actual	2014-15 Adopted Budget	2014-15 Estimated	2015-16 Adopted Budget	% Change Adopted to Adopted
REVENUES					
BUILDING PERMITS	124,553	100,000	154,039	130,000	
BUSINESS LICENSES	58,384	57,000	56,712	60,000	
PLAN CHECK FEES	55,651	50,000	74,365	65,000	
SIGN PERMITS	2,100	5,000	2,190	5,000	
TOTAL REVENUES	240,688	212,000	287,306	260,000	23%
EXPENDITURES					
FULL-TIME EQUIVALENT	4	4		3	
TOTAL SALARIES	171,280	192,558	192,558	160,052	-17%
TOTAL FRINGE BENEFITS	62,303	75,742	75,742	63,748	-16%
TOTAL PERSONNEL	233,583	268,300	268,300	223,800	-17%
PROFESSIONAL SERVICES	-	-	-	10,800	
TRAVEL/TRAINING/SEMINARS	420	4,500	3,000	3,000	
SUBSCRIPTIONS & MEMBERSHIPS	159	500	500	500	
MAINT - OFFICE EQUIP/FURNITURE	886	1,000	1,000	1,000	
CELLULAR PHONES	72	-	1,400	1,500	
CLOTHING AND UNIFORMS	739	1,200	500	1,000	
OPERATING SUPPLIES	589	1,000	1,000	1,000	
SMALL TOOLS AND EQUIPMENT	1,167	6,000	2,000	2,000	
CLEAN UP CAMPAIGN		17,000	15,000	15,000	
TOTAL OPERATING	4,032	31,200	24,400	35,800	15%
INTERDEPARTMENTAL	(18,000)	(26,000)	(26,000)	17,500	
TOTAL EXPENDITURES	219,615	273,500	266,700	277,100	1%
NET COST TO GENERAL FUND	(21,073)	61,500	(20,606)	17,100	-72%
% OF COST RECOVERED	110%	78%	108%	94%	

Narrative

Personnel decreased by 17% due to a department reorganization and moving a position to the Customer Service Department. Operating expenses increased 15% due to the ongoing licensing fees for the new Citizens Serve software. Overall the departments expenses increased by 1%.



The Assistant Town Manager oversees the following service departments within the General Services Division: GIS/Access 13/Web, Information Technology, Senior Services, 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.



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 15 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 16 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

Performance Measure	FY 11/12 Actual	FY 12/13 Actual	FY 13/14 Actual	FY 14/15 Projected
Pretrial Conferences	595	650	832	850

Financial Information

PROSECUTOR 41					
Description	2013-14 Actual	2014-15 Adopted Budget	2014-15 Estimated	2015-16 Adopted Budget	% Change Adopted to Adopted
FULL-TIME EQUIVALENT	1	1		1	
TOTAL SALARIES	48,995	50,608	50,608	51,106	1%
TOTAL FRINGE BENEFITS	17,011	19,892	19,892	20,893	5%
TOTAL PERSONNEL	66,006	70,500	70,500	72,000	2%
PROFESSIONAL SERVICES	50,000	50,000	50,000	50,000	
TRAVEL/TRAINING/SEMINARS	240	600	-	600	
SUBSCRIPTIONS & MEMBERSHIPS	288	400	300	400	
MAINT OFFICE EQUIPMENT	530	300	600	600	
OPERATING SUPPLIES	884	1,000	1,000	1,000	
TOTAL OPERATING	51,942	52,300	51,900	52,600	1%
INTERDEPARTMENTAL	-	-	-	6,000	
TOTAL EXPENDITURES	117,948	122,800	122,400	130,600	0

Narrative

Total Personnel increased 2% due to increased employee benefit expense. Overall the Prosecutor's Office budget increased 1%.

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. GIS Division maintains the GIS database. This information is available in the form of maps, tables or lists to all departments. ArcGIS Publisher/ArcReader 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 an 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 videos 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 15 Accomplishments MIS/GIS/WEB/AV/Graphic Design

- Exchange 2013 Migration
- Migration to the Server 2012 Platform
- Movement to a virtual server environment
- Management and Implementation of new Website platform and redesign
- Expansion of Library Public Computer Area
- Development of a Town Communication and Civic engagement
- Assistance with the Migration to CitizenServe permit, code enforcement and business licensing system.
- Deployment and Configuration of a Web Application Firewall
- Created numerous posters for the Library
- Created numerous poster for the Senior Center
- Created multipage publication for Senior Center (Senior Sentinel)
- Assisted Senior Center staff to create a theme program for Senior Center lunch activities increasing senior participation
- Created new forms for Development Services to parallel new data system.
- Created guidelines for the Access 13 Video Bulletin Board

FY 16 New Initiatives and Goals MIS/GIS/WEB/AV/Graphic Design

- Continued Virtualization and compaction of Town Server environment
- 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
- Utilize the CivicPlus platform to develop a work request system for MIS, Facilities and other internal services.
- Research, evaluate and deploy a web-based file synchronization solution for field staff to use mobile devices.
- Utilize the CivicPlus platform to leverage the Town's Communication plan.
- Train and assist employees with posting and maintenance with new website content
- Procurement of new large format printer and scanner to allow digitization of plans, etc.
- Create more programming for Access 13 station and procurement of new broadcasting equipment
- Work In conjunction with Yavapai County, to prepare the Town GIS data for the Next Generation 911 System (NG911)

Performance Measures

Management Information Systems	ACTUAL	ESTIMATED
	FY 14/15	FY 15/16
# Computers in Service	120	124
# Computers Added	9	4
# Computers Replaced	7	14
# Servers in Service	13	13
# Servers added	1	1
# Servers Replaced/Retired	5	1
# Printers	44	44
# Printers Added	2	0

# Printers Replaced	3	1
Average Support Hours per Month	117 hr/mo	118 hr/mo
GIS/CAD/Web/AV Division produced the following:		
GIS database additions/changes	260	130*
GIS mapping products (hard copy maps)	30	30*
Web addition/changes	1700	1700**
AV additions/changes	1000	1000
Graphic Design (flyers, signs and electronic bulletin board advertisements)	1000	1000

*Estimate this will reduce if GIS services are outsourced.

** Delegated web update responsibilities may effect this statistic.

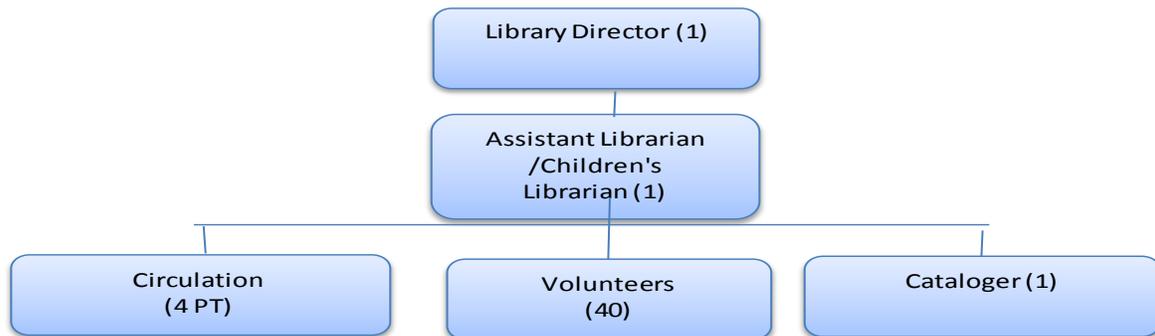
Financial Information

MIS/GIS 47					
Description	2013-14 Actual	2014-15 Adopted Budget	2014-15 Estimated	2015-16 Adopted Budget	% Change Adopted to Adopted
EXPENDITURES					
FULL-TIME EQUIVALENT	2	2		2	
TOTAL SALARIES	105,012	107,806	107,806	108,884	1%
TOTAL FRINGE	37,072	41,044	41,044	42,216	3%
TOTAL PERSONNEL	142,084	148,850	148,850	151,100	2%
GIS YAVAPAI COUNTY				12,000	
SUPPORT SERVICES	13,121	26,000	16,000	28,500	
BANDWIDTH/ISP	23,099	17,000	18,000	18,500	
TRAVEL/TRAINING/SEMINARS	255	500	-	500	
COPIER & PRINTER EXPENSE	2,416	3,200	3,200	3,200	
CELLULAR PHONES	663	800	800	800	
OPERATING SUPPLIES	3,459	3,500	3,500	3,500	
HARDWARE MAINTENANCE	3,396	6,300	8,500	6,500	
COMPUTER SOFTWARE PURCHASES	9,355	13,000	8,000	13,000	
COMPUTER HARDWARE PURCHASES	24,355	30,000	28,000	30,000	
TOTAL OPERATING	80,119	100,300	86,000	116,500	16%
INTERDEPARTMENTAL	(3,500)	(3,500)	(3,500)	6,000	
TOTAL EXPENDITURES	218,703	245,650	231,350	273,600	11%

Narrative

The MIS/GIS Department budget shows some increases in a few key areas. A planned shift in the GIS responsibilities for the Town to accommodate succession planning accounts for a \$12,000 increase. Support services was increased a minor amount to allow MIS to utilize some support services to free up staff to work on some larger Town initiatives. Finally the bandwidth/ISP services were increased to accommodate a shortfall within the line item to cover these expenses as FY 14/15 budget figures were insufficient to accommodate these costs.

Hardware Maintenance, Computer Software and Hardware costs maintained with limited changes. Costs within these line items will continue to reflect ongoing computer related replacements, additions and projects that are dictated by the various departments and planned initiatives.



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, 1,000 Audio's, 100 magazines, 8 local and national newspapers, with puzzles and CD's for the whole family. Over 200 educational and children's programs are available throughout the year.

In addition, the Library offers nine on-line computerized card catalogs, sixteen internet terminals (plus wireless) that also feature 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 four times a week throughout the year. The Summer Reading Program is the most popular programming in the Library.

It should be noted that The Friends of the Chino Valley Library saved the Town \$55,278.90 in volunteer labor costs and invested over \$40,000 in library renovations and purchases.

FY15 Accomplishments

- The addition of \$30,000 of new donated shelving for the library expansion.
- The moving and back shifting of over 40,000 library materials to fill the expansion.
- The installation of 10,000 square ft. of new carpeting.
- The renovation, tiling and painting of four restrooms.
- Doubling and renovating the Internet computer area with new counter/tables, chairs and computers.
- Removal and renovation of the secondary interior book drop in Circulation with an additional custom fold out overflow processing table.
- Dedication of the Library's first flagpole, complete with honor guard and memorial plaque.
- Placement of custom made benches on both library entrances.
- New signage throughout the library.
- Completion and addition of a second self-checkout counter and security gate.

FY 16 New Initiatives and Goals

- Dedication and placement of memorial plaques on benches in "Allen's Park", recognizing Library Personnel and volunteers with 20 years of service or more.
- The integration of Memory Park to the doorstep of the Southside entrance of the Library enabling an extended "outdoor reading area" for citizens, expanded playground for children, planting of trees, bushes, placement of tables/benches.
- Placement of sculptural artwork within the new expanded park/library area.

Performance Measures

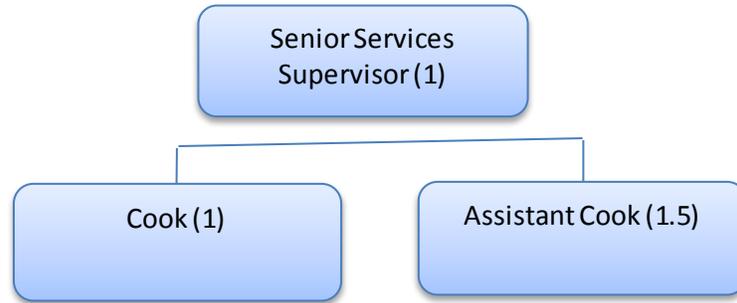
Performance Measure	FY 9/10 Actual	FY 10/11 Actual	FY 11/12 Actual	FY 12/13 Actual	FY 13/14 Actual
Number of Registered Library users*	16,230	9,622	9,011	10,528	5,152
Total Attendance in Library per year	59,082	68,791	58,934	60,273	60,380
Total Circulation Transactions per Year	129,982	90,701	110,928	108,515	119,033
Total Circulation Children's Materials per Year	40,909	30,793	29,306	13,076	28,548
Annual number of Public Internet Users	14,100	15,600	15,603	15,687	14,322
Online Library Catalog Searches	13,503	14,102	78,373	92,448	83,721
Annual Visits to Library Web Site	9,847	10,315	11,689	12,109	12,203
Printed materials	42,273	45,909	45,201	43,055	44,249
Audio materials	990	1,011	1,284	987	1,143
Video materials	4,694	5,414	4,096	4,048	4,543
E-Books Titles		157	3,050	4,073	5,592
E Books Downloads			33,246	114,296	3,069
Public Service Hours	2,478	1,872	1,872	2,478	2,478
Total Volunteer Hours	5,161	7,109	6,911	6,408	7,226
Number of interlibrary loans provided	11,362	12,696	8,904	8,813	8,863
Number of interlibrary loans received	23,071	21,770	18,061	18,833	16,833
Childrens Programs	514	261	204	263	230
Total Attendance of Childrens Programs	8,107	8,027	7,432	7,284	7,261
* Total Library Registered Library Users decreased due to purging inactive accounts from the system.					

Financial Information

LIBRARY 64					
Description	2013-14 Actual	2014-15 Adopted Budget	2014-15 Estimated	2015-16 Adopted Budget	% Change Adopted to Adopted
REVENUES					
COUNTY LIBRARY FUNDS	-	101,500	102,233	109,000	
LIBRARY FINES	-	3,000	2,917	3,000	
LOST BOOKS	-	1,000	930	1,000	
TOTAL REVENUES	-	105,500	106,080	113,000	7%
EXPENDITURES					
FULL-TIME EQUIVALENT	4.5	4		4	
TOTAL SALARIES	187,484	191,031	191,031	210,789	10%
TOTAL FRINGE BENEFITS	48,060	51,369	51,369	52,810	3%
TOTAL PERSONNEL	235,544	242,400	242,400	263,600	9%
TRAVEL/TRAINING/SEMINARS	8	500	500	500	
PUBLIC RELATIONS	365	250	250	300	
SUBSCRIPTIONS & MEMBERSHIPS	1,784	1,150	1,150	1,100	
POSTAGE AND SHIPPING	-	4,800	-	-	
MAINT - OFFICE EQUIP/FURNITURE	753	300	300	300	
UTILITIES - WATER	410	700	700	700	
OPERATING SUPPLIES	6,520	5,000	5,000	5,000	
VIDEOS	3,474	1,500	1,500	1,500	
BOOKS	5,943	7,000	7,000	7,000	
PERIODICALS	1,506	1,600	1,600	1,600	
AUTOMATION	12,575	15,500	15,500	15,000	
AUDIO COMPACT DISKS	1,579	1,000	1,000	1,000	
CHILDRENS PROGRAM	3,474	3,500	3,500	3,500	
EBOOKS	-	1,000	1,000	1,000	
OFFICE EQUIPMENT & FURNITURE	2,855	1,500	1,500	1,500	
TOTAL OPERATING	41,246	45,300	40,500	40,000	-12%
INTERDEPARTMENTAL	-	-	-	6,000	
TOTAL EXPENDITURES	276,790	287,700	282,900	309,600	8%
NET COST TO GENERAL FUND	276,790	182,200	176,820	196,600	8%
% OF COST RECOVERED	0%	37%	37%	36%	

Narrative

Total Personnel is up 9% due to implementing the compensation and classification plan additional fringe benefit costs. Operating expenditures are projected to decrease 12%. Total expenditures are projected to increase 8%.



Mission

The Mission of Chino Valley Senior Services is to provide opportunities for participation 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 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 an Administrator, cook, an assistant cook and a part time kitchen assistant. Additionally, numerous volunteers are utilized as Meals-on-Wheels drivers, program drivers, program facilitators, facility hosts, kitchen help and thrift store operators.

FY 15 Accomplishments

- In Fiscal Year 14/15, staff, along with Town administration and community members, helped to facilitate a community service non-profit organization named Chino Community Enrichment Organization (CCEO). The CCEO will help to promote and raise funds for not only the Chino Valley Senior Center, but all of the Town of Chino Valley Community Service Departments.
- This past year, the Chino Valley Senior Center had over 45 active volunteers serving over 4,300 hours to our community. Volunteers consist of Meals on Wheels drivers, thrift store workers, front desk greeters, kitchen workers, trip drivers and all-around volunteers.
- The Senior Center Advisory this past July held an inaugural Car Cruise fundraiser, which was a huge success and will now be held annually.

FY 16 Initiatives and Goals

- Develop a more comprehensive activities program to include enrichment, wellness 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.
- Increase the congregate mealtime participant numbers by 10%.
- In partnership with the Chino Valley Senior Advisory Board, Town Administration, CCEO and Community Businesses, strategize to facilitate a renovation plan for the Senior Center.

Performance Measures

Performance Measure	FY 10/11 Actual	FY 11/12 Actual	FY 12/13 Actual	FY 13/14 Actual	FY 14/15 Estimate	FY 15/16 Estimate
Meals Served						
Total meals Served In House	9,205	8,565	8,493	10,647	11,606	12,766
Total meals on Wheels	10,377	8,091	9,101	7,836	10,582	11,640
Total Meals	19,582	16,656	17,594	18,483	22,188	24,406
Building Usage						
Non Profit/Private Users	2,569	2,677	4,120	3,654	4,284	4,712
Games/Cards/Pool/Horseshoes	1,265	1,110	1,872	2,226	3,718	4,089
Programs	1,324	1,217	720	1,205	1,036	1,139
Community Resouce Referrals	463	546	780	980	946	1,040
Trips	582	529	816	840	572	629
Computer Lab	192	199	520	576	858	943
	6,395	6,278	8,828	9,481	11,414	12,552
Volunteer Hours				4,368	4,804	5,284

Financial Information

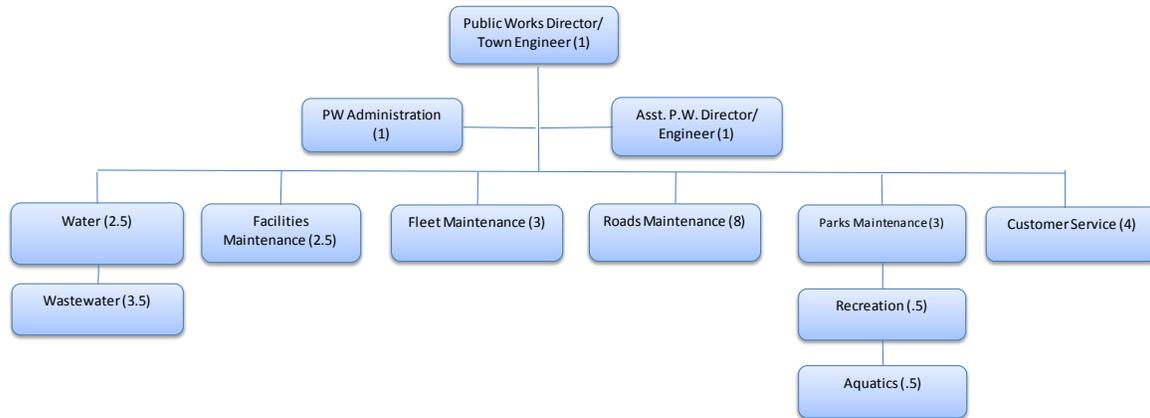
SENIOR CENTER 66					
Description	2013-14 Actual	2014-15 Adopted Budget	2014-15 Estimated	2015-16 Adopted Budget	% Change Adopted to Adopted
REVENUES					
SENIOR NUTRITION REVENUE	58,488	58,000	63,149	72,000	
FACILITIES USE-SENIOR CENTER		6,000	4,778	6,000	
S/C NUTRITION PROGRAM INCOME		8,500	8,500	8,500	
SENIOR CTR THRIFT STORE		1,000	1,448	1,500	
SR CTR PROGRAM INCOME		2,000	1,115	2,000	
TOTAL REVENUES	58,488	75,500	78,990	90,000	19%
EXPENDITURES					
FULL-TIME EQUIVALENT	3	3		3.5	
TOTAL SALARIES	90,237	103,472	103,472	103,865	0%
TOTAL FRINGE BENEFITS	39,096	44,528	44,528	46,035	3%
TOTAL PERSONNEL	129,333	148,000	148,000	149,900	1%
PROFESSIONAL SERVICES		700	700	500	
TRAVEL/TRAINING/SEMINARS	281	2,000	500	500	
COPIER & PRINTER EXPENSE	1,060	750	1,300	1,300	
MAINT - MISCELLANEOUS	2,288	3,000	3,000	5,500	
UTILITIES - WATER	619	600	1,000	1,000	
SENIOR PROGRAMS	2,313	3,000	3,000	3,000	
OPERATING SUPPLIES	3,060	2,700	2,700	2,700	
FOOD PURCHASES	68,942	70,000	72,000	72,000	
TOTAL OPERATING	78,563	82,750	84,200	86,500	5%
INTERDEPARTMENTAL	-	-	-	6,000	
TOTAL EXPENDITURES	207,896	230,750	232,200	242,400	5%
NET COST TO GENERAL FUND	149,408	155,250	153,210	152,400	-2%
% OF COST RECOVERED	28%	33%	34%	37%	

Narrative

Operating Expenditures are up slightly by 5% due to increased food costs. Overall the department is projecting an increase of 5% 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, Customer Service, 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
- Customer Service
- Recreation
- Aquatics

Special Revenue Fund

- Road Maintenance

Enterprise Fund

- Water
- Wastewater

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 15 Accomplishments

- Continue to rehabilitate Old Home Manor ball field irrigation system.
- Continue to rehabilitate Community Park irrigation system and installed new low water use greenery.
- Reduce water use on turf facilities.

FY 16 New Initiatives and Goals

- Rehabilitate Playground Facility at Community Center.
- Rehabilitate Town owned portions of the Peavine Trail System.
- Continue to manage the parks turf management and water conservation program.

Performance Measures

	FY 10 - 11 Actual	FY 11-12 Actual	FY 12 -13 Actual	FY 13-14 Actual	FY 14-15 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	9.3	9.3	9.3
Total Open Space Acres	89	89	82	8	8
Total Acres of Turf	19.65	19.65	19.65	19.65	19.65
Gallons Water used per Acre of Turf	N/A	1,041,365	931,758	650,000	650,000
Full Time Parks Employees	4	3	3	2	2
Number Youth Organizations Utilizing Parks Facilities	4	5	9	10	10

Financial Information

PARKS MAINTENANCE 68					
Description	2013-14 Actual	2014-15 Adopted Budget	2014-15 Estimated	2015-16 Adopted Budget	% Change Adopted to Adopted
REVENUES					
FACILITIES USE-PARKS	7,286	7,000	3,970	7,000	
TOTAL REVENUES	7,286	7,000	3,970	7,000	0%
EXPENDITURES					
FULL-TIME EQUIVALENT	3	3		3	
TOTAL SALARIES	92,043	91,208	91,208	92,125	1%
TOTAL FRINGE BENEFITS	36,432	35,292	35,292	34,675	-2%
TOTAL PERSONNEL	128,475	126,500	126,500	126,800	0%
CONTRACT AND SUPPORT SERVICES	353	300	300	300	
PROFESSIONAL SERVICES	3,640	5,000	5,200	5,000	
TRAVEL/TRAINING/SEMINARS	1,284	600	200	500	
MAINT - PARKS	29,726	40,000	40,000	40,000	
MAINT - MACH/EQUIP	569	2,000	2,000	2,000	
UTILITIES - WATER	103,356	155,000	120,000	120,000	
UTILITIES - ELECTRIC	25,361	31,500	28,000	28,000	
SANITATION/REFUSE	7,853	9,300	9,300	9,500	
MAINT VANDALISM	801	4,500	2,500	2,500	
CELLULAR PHONES	270	500	500	500	
RENT - MACHINERY AND EQUIPMENT	3,212	2,000	4,000	3,000	
CLOTHING AND UNIFORMS	296	1,200	1,000	1,000	
JANITORIAL & SANITATION SUPPLIES	-	500	500	500	
OPERATING SUPPLIES	539	500	500	500	
SMALL TOOLS/EQUIP/FURNITURE	5,360	5,000	6,000	5,000	
SAFETY SUPPLIES	931	100	100	100	
LEASE PURCHASE PAYMENTS		12,000	8,800	12,000	
TOTAL OPERATING	183,551	270,000	228,900	230,400	-15%
INTERDEPARTMENTAL	-	-	-	(24,000)	
TOTAL EXPENDITURES	312,026	396,500	355,400	333,200	-16%
NET COST TO GENERAL FUND	304,740	389,500	351,430	326,200	-16%
% OF COST RECOVERED	2%	2%	1%	2%	

Narrative

Total Personnel is even next fiscal year and Operating Expenditures are projected to be down 15% due to decreased water usage. Overall the department is projected to be down 16%.

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 15 Accomplishments

- Provided ongoing maintenance.
- The budget has been adhered to and costs to maintain the Town’s buildings has been minimized.

FY 16 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.

Financial Information

FACILITIES MAINTENANCE 71					
Description	2013-14 Actual	2014-15 Adopted Budget	2014-15 Estimated	2015-16 Adopted Budget	% Change Adopted to Adopted
EXPENDITURES					
FULL-TIME EQUIVALENT	2.33	2		2.5	
TOTAL SALARIES	62,149	74,167	74,167	75,217	1%
TOTAL FRINGE BENEFITS	28,470	31,583	31,583	31,283	-1%
TOTAL PERSONNEL	90,619	105,750	105,750	106,500	1%
CONTRACT AND SUPPORT SERVICES	7,971	4,500	2,500	2,500	
MAINTENANCE - TOWN FACILITIES	28,982	25,000	25,000	25,000	
UTILITIES - GAS	16,744	30,000	17,000	17,000	
UTILITIES - WATER	80	1,000	500	500	
UTILITIES - ELECTRIC	94,006	100,000	95,000	95,000	
UTILITIES - TELEPHONE	23,061	23,000	23,000	23,000	
CELLULAR PHONES	1,439	1,600	1,600	1,600	
UTILITIES - SEWER	3,545	3,500	3,800	4,000	
RENT - MACHINERY AND EQUIPMENT	8	500	500	500	
CLOTHING AND UNIFORMS	42	1,000	1,000	1,000	
JANITORIAL & SANITATN SUPPLIES	8,065	6,000	6,000	6,000	
BUILDING MATERIALS & SUPPLIES	5,214	10,000	10,000	10,000	
GENERAL/OPERATING SUPPLIES	269	300	300	300	
SMALL TOOLS/EQUIP/FURNITURE	307	500	500	500	
SAFETY SUPPLIES	-	500	500	500	
TOTAL OPERATING	189,733	207,400	187,200	187,400	-10%
INTERDEPARTMENTAL	33,500	33,500	33,500	52,000	
TOTAL EXPENDITURES	313,852	346,650	326,450	345,900	0%

Narrative

Total Personnel is up slightly by 1% and Operating expenses are down 10% due to a reduction in utility expenses. Overall the department is even with last fiscal year.

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 15 Accomplishments

- Processed approximately 350 written service requests.
- Spec, ordered and out-fitted 4 new Police Department units.
- Spec, ordered and out-fitted new equipment for Public Works and Utilities.
- Developed new photo recordation when filling up gas tanks at Pacific Pride.

FY 16 New Initiatives and Goals

- Develop a more cost effective program in preventive maintenance and repair.
- 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.

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	2013-14 Actual	2014-15 Adopted Budget	2014-15 Estimated	2015-16 Adopted Budget	% Change Adopted to Adopted
FULL-TIME EQUIVALENT	2.38	3		3	
TOTAL SALARIES	142,111	146,432	146,432	147,891	1%
TOTAL FRINGE BENEFITS	52,699	56,168	56,168	57,610	3%
TOTAL PERSONNEL	194,810	202,600	202,600	205,500	1%
CONTRACT AND SUPPORT SERVICES	236	1,000	500	500	
TRAVEL/TRAINING/SEMINARS	707	500	500	500	
MAINT - MOTOR POOL VEHICLES	12,151	15,000	15,000	15,000	
MAINT - POLICE VEHICLES	38,652	34,000	44,000	34,000	
MAINT - PARKS VEHICLES	1,432	4,000	3,000	4,000	
CELLULAR PHONES	388	500	100	500	
CLOTHING AND UNIFORMS	75	1,000	1,000	1,000	
SHOP SUPPLIES	1,916	2,500	2,500	2,500	
GAS/OIL POOL VEHICLES	20,265	23,000	18,000	20,000	
GAS/OIL POLICE VEHICLES	67,285	75,000	63,750	65,000	
GAS/OIL PARKS VEHICLES	4,896	10,000	8,500	9,000	
OPERATING SUPPLIES	909	500	500	500	
SMALL TOOLS/EQUIP/FURNITURE	7,606	5,000	5,000	5,000	
TOTAL OPERATING	156,518	172,000	162,350	157,500	-8%
INTERDEPARTMENTAL	(38,000)	(38,000)	(38,000)	(22,000)	
TOTAL EXPENDITURES	313,328	336,600	326,950	341,000	1%

Narrative

Total Personnel is up 1% and total Operating Expenses are down 8% primarily due to projected decrease in fuel costs. Overall the department is projected to be up 1%.

Asst. P.W. Director/
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, and the Upper Verde Water Protection Coalition.

FY 15 Accomplishments

- Completed design of Chino Meadows Unit 2 & 5 Drainage and Box Culvert Project.
- Began construction
- Completed ROW acquisition for Road 1 East and Center Street.
- Completed construction of Center Street.
- Completed construction of Center Street Box Culvert.
- Completed design of Chino Valley Adjacent Ways Project at Del Rio and Heritage Schools.
- Developed Water and Sewer Extensions along Highway 89 in accordance with the 2014 Bond Issue
- Completed 2014/15 Roadway Resurfacing Program by resurfacing Granada Estates, Road 3 South east of Road 1 East, Damion Loop, Bumblebee Avenue, and Karen Acres.
- Completed design and construction of CBDG paving project in Chino Meadows 5.
- Completed contract development for Prescott Water Distribution System Acquisition.
- Completed engineering analysis for Economic Development Grant for Old Home Manor Business/Industrial Park.

FY 16 New Initiatives and Goals

- Complete ROW acquisition for Road 1 East.
- Complete roadway construction of Road 1 East from Road 3 South to Kalinich Avenue
- Complete roadway construction of Kalinich between Road 1 East and Highway 89, Road 4 1/2 South between Road 1 East and Highway 89, and Brownlow Avenue between Road 1 East and Highway 89.
- Develop Public Works maintenance handbook for Employees.
- Complete the 2015/16 Roadway Resurfacing Program.
- Complete design and construction of Prescott Water Distribution System Acquisition.
- Complete design and begin construction of the Economic Development Grant for Old Home Manor Business/Industrial Park.

- Complete the design and begin construction of the Center Street Sewer Line from Highway 89 to Molly Rae.

Performance Measures

Project	Desired Outcome
Complete ROW acquisition for Road 1 East.	Secure ROW for future roadway.
Complete roadway construction of Road 1 East from Road 3 South to Kalinich Avenue, roadway construction of Kalinich between Road 1 East and Highway 89, Road 4 1/2 South between Road 1 East and Highway 89, and Brownlow Avenue between Road 1 East and Highway 89.	Complete construction to provide a better roadway network.
Complete the 2015/16 Roadway Resurfacing Program.	Complete roadway repair and rehabilitation.
Complete design and construction of Prescott Water Distribution System Acquisition.	Complete construction for Prescott water customers to realize a +40% water rate decrease.
Complete design and begin construction of the Economic Development Grant for Old Home Manor Business/Industrial Park.	Provide a location for business/industrial development.
Complete the design and begin construction of the Center Street Sewer Line from Highway 89 to Molly Rae.	Provide redundancy to the Town's water system.

Financial Information

ENGINEERING 74					
Description	2013-14 Actual	2014-15 Adopted Budget	2014-15 Estimated	2015-16 Adopted Budget	% Change Adopted to Adopted
EXPENDITURES					
FULL-TIME EQUIVALENT	1	1		1	
TOTAL SALARIES	70,456	72,642	72,642	86,259	19%
TOTAL FRINGE BENEFITS	13,616	15,908	15,908	27,841	75%
TOTAL PERSONNEL	84,072	88,550	88,550	114,100	29%
PROFESSIONAL SERVICES	7,800	8,500	8,500	8,500	
TRAVEL/TRAINING/SEMINARS	549	500	500	500	
ADVERTISING	67	300	300	300	
SUBSCRIPTIONS & MEMBERSHIPS	643	900	900	900	
CELLULAR PHONES	1,531	2,200	2,200	2,200	
OPERATING SUPPLIES	1,237	1,200	1,200	1,500	
SMALL TOOLS/EQUIP/FURNITURE	54	100	100	-	
TOTAL OPERATING	11,881	13,700	13,700	13,900	1%
INTERDEPARTMENTAL	(27,500)	(27,500)	(27,500)	(6,000)	
TOTAL EXPENDITURES	68,453	74,750	74,750	122,000	63%

Narrative

Personnel up 29% due to reclassifying the Engineer Position to Assistant Public Works Director. Total department expenditures are projected to be up 65% this budget year primarily due the reduction in Interdepartmental charges.

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 15 Accomplishments

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

FY 16 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	2013-14 Actual	2014-15 Adopted Budget	2014-15 Estimated	2015-16 Adopted Budget	% Change Adopted to Adopted
REVENUES					
ADULT SPORTS	-	1,000	1,000	1,000	
PROGRAM INCOME	-	1,000	323	1,000	
FACILITIES USE-RECREATION	-	1,000	180	1,000	
TOTAL REVENUES	-	3,000	1,503	3,000	0%
EXPENDITURES					
FULL-TIME EQUIVALENT	0.68	0.5		0.5	
TOTAL SALARIES	-	27,503	7,000	21,176	-23%
TOTAL FRINGE BENEFITS	-	10,147	3,000	9,324	-8%
TOTAL PERSONNEL	-	37,650	10,000	30,500	-19%
LICENSES AND PERMITS	426	250	250	300	
ADVERTISING	977	500	500	500	
MAINT - EQUIP/FURN/AGREEMENTS	530	500	500	500	
UTILITIES - WATER	2,032	2,500	2,500	2,500	
RECREATIONAL PROGRAMS	4,760	10,000	8,000	10,000	
OPERATING SUPPLIES	67	500	500	500	
TOTAL OPERATING	8,792	14,250	12,250	14,300	0%
INTERDEPARTMENTAL	17,500	17,500	17,500	19,000	
TOTAL EXPENDITURES	26,292	69,400	39,750	63,800	-8%
NET COST TO GENERAL FUND	26,292	66,400	38,247	60,800	-8%
% OF COST RECOVERED	0%	1%	0%	2%	

Narrative

Total Personnel is down due the reclassification of the part time position. Total Operating expenses were even with last fiscal year. Overall the department is projected to be down 16% this budget year.

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

FY 15 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 16 New Initiatives and Goals

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

Performance Measures

	2012 Actual	2013 Actual	2014 Actual	2015 Projected
General Admission	12,324	11,189	13,442	14,000
Aquafit Attendance	92	90	132	150
Swim Lessons Attendance	202	183	184	200

Financial Information

AQUATICS CENTER 69					
Description	2013-14 Actual	2014-15 Adopted Budget	2014-15 Estimated	2015-16 Adopted Budget	% Change Adopted to Adopted
REVENUES					
AQUATIC CENTER ENTRANCE FEES	43,558	38,000	45,972	47,000	
AQUATIC CENTER CONCESSIONS	9,629	10,000	11,237	11,500	
AQUATIC CTR PROGRAM FEES	15,194	15,000	14,300	15,000	
FACILITIES USE-AQUATIC CENTER	2,806	2,000	2,493	2,000	
TOTAL REVENUES	71,187	65,000	74,002	75,500	16%
EXPENDITURES					
FULL-TIME EQUIVALENT	0.5	0.5		0.5	
TOTAL SALARIES	60,915	68,606	68,606	68,772	0%
TOTAL FRINGE BENEFITS	6,311	20,194	20,194	19,928	-1%
TOTAL PERSONNEL	67,226	88,800	88,800	88,700	0%
CONTRACT AND SUPPORT SERVICES	180	500	200	200	
LICENSES AND PERMITS	689	400	300	400	
TRAVEL/TRAINING/SEMINARS	2,837	1,300	1,100	1,100	
MAINT - FACILITY	7,620	15,000	10,000	15,000	
MAINT -- POOL	5,595	10,000	10,000	10,000	
UTILITIES - GAS	15,797	20,000	20,000	20,000	
UTILITIES - WATER	17,454	20,000	18,000	18,000	
UTILITIES - ELECTRIC	18,691	17,000	17,000	18,000	
PROGRAM SUPPLIES	305	1,000	1,000	1,000	
TRAINING SUPPLIES	-	1,500	1,500	1,500	
CLOTHING AND UNIFORMS	1,191	1,000	1,000	1,000	
JANITORIAL SUPPLIES	921	1,750	1,750	2,000	
POOL CHEMICALS	16,565	20,000	17,000	17,000	
OPERATING SUPPLIES	1,155	1,000	1,000	1,000	
SMALL TOOLS/EQUIP/FURNITURE	9,249	8,000	8,000	8,000	
RESALE SUPPLIES-AQUATIC CTR	6,771	5,000	5,000	5,000	
SAFETY SUPPLIES	2,259	3,000	3,000	3,000	
TOTAL OPERATING	107,279	126,450	115,850	122,200	-3%
INTERDEPARTMENTAL	34,500	34,500	34,500	34,000	
TOTAL EXPENDITURES	209,005	249,750	239,150	244,900	-2%
NET COST TO GENERAL FUND	137,818	184,750	165,148	169,400	-8%
% OF COST RECOVERED	34%	26%	31%	31%	

Narrative

Personnel costs and operating expenses are down slightly due to continued cost savings measures initiated this budget year. Overall the department expenses are projected to be down 2% next budget year.

HIGHWAY USER REVENUE (HURF) – ROADS

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 15 Accomplishments

- Implemented and completed the annual mowing and maintenance program on major Town roads, including Highway 89.
- Implemented the chip seal program for badly damaged roads within Granada Estates, Road 3 South east of Road 1 East, Damion Loop, Karen Acres, and Bumblebee Avenue.
- Continue to improve weed control and mowing program.
- Drainage improvements throughout the town.
- Constructed Center Street from Road 1 East to Railroad Avenue.
- Made Chino Meadows Unit 5 read for the CDBG Paving Project.

FY 16 New Initiatives and Goals

- Continue the annual chip seal program.
- Continue weed maintenance and mowing for major and minor arterial streets, and Highway 89.
- Continue 2015-16 chip seal program.
- Construct Road 1 East from Road 3 South to Kalinich Avenue.
- Construct Kalinich Avenue, Road 4 1/2/ South, and Brownlow Avenue between Highway 89 and Road 1 East.

Performance Measures

Task	Frequency	Desired Outcome
Implement chip seal program in house by surfacing approximately 3 miles of roadways.	Summer	Maintain better roadways for traveling public.
Construct Road 1 East from Road 3 South to Kalinich Avenue. Construct Kalinich Avenue, Road 4 1/2/ South, and Brownlow Avenue between Highway 89 and Road 1 East.	Winter	Provide better access to the south eastern portion of Chino Valley.
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	2013-14 Actual	2014-15 Adopted Budget	2014-15 Estimated	2015-16 Adopted Budget	% Change Adopted to Adopted
REVENUES					
RIGHT-OF-WAY PERMITS	1,093	1,000	941	1,000	
DRIVEWAY PERMITS/OTHER	7,106	1,350	4,488	1,000	
HIGHWAY USERS REVENUE	773,367	805,000	824,316	843,000	
TOTAL REVENUES	781,566	807,350	829,745	845,000	5%
EXPENDITURES					
FULL-TIME EQUIVALENT	11	11		10	
TOTAL SALARIES	473,005	516,389	516,389	491,968	-5%
TOTAL FRINGE BENEFITS	181,330	208,961	208,961	197,532	-5%
TOTAL PERSONNEL	654,335	725,350	725,350	689,500	-5%
CONTRACT AND SUPPORT SERVICES	4,268	5,000	5,000	5,000	
PROFESSIONAL SERVICES	8,989	5,000	5,000	5,000	
RIGHT-OF-WAY ACQUISITIONS	9,907	10,000	10,000	10,000	
TRAVEL/TRAINING/SEMINARS	223		750	500	
ADVERTISING	602	1,000	1,000	1,000	
COPIER AND PRINTER EXPENSE	4,071	4,000	4,000	4,000	
MAINT - MACHINERY & EQUIPMENT	63,236	30,000	30,000	30,000	
UTILITIES - WATER	11,538	10,000	10,000	10,000	
CELLULAR PHONES	571	1,000	1,000	1,000	
RENT - MACHINERY AND EQUIPMENT	5,723	8,000	8,000	8,000	
CLOTHING AND UNIFORMS	429	4,000	4,000	4,000	
GAS/OIL	30,263	30,000	30,000	30,000	
OFFICE SUPPLIES	917	1,000	1,000	1,000	
ROAD SIGNS	7,096	15,000	15,000	15,000	
SMALL TOOLS/EQUIP/FURNITURE	9,940	6,000	6,000	6,000	
SAFETY SUPPLIES	926	1,000	1,000	1,000	
LEASE PURCHASE PAYMENTS		75,000	63,500	84,000	
STOCK PIPE INVENTORY	1,506	1,000	10,000	1,000	
ROAD MATERIALS	309,038	175,000	175,000	155,000	
PERKINSVILLE ROUND A BOUT ADOT		150,000	150,000	-	
CONTINGENCIES		42,000	-	42,000	
TOTAL OPERATING	469,243	574,000	530,250	413,500	-28%
INTERDEPARTMENTAL	(99,000)	(99,000)	(99,000)	(89,000)	
TOTAL EXPENDITURES	1,024,578	1,200,350	1,156,600	1,014,000	-16%
NET COST TO HURF FUND	243,012	393,000	326,855	169,000	-57%
% OF COST RECOVERED	76%	67%	72%	83%	

Narrative

Total Personnel is down 5% due to position reclassifications within the department. The Town made a one-time payment to A.D.O.T. to participate in the construction of the Perkinsville Round a Bout in FY 14/15. The department is projecting expenses to decrease by 16% this budget year.

ENTERPRISE FUNDS

The Town of Chino Valley operates two Enterprise Funds:

The Water Enterprise Fund – the Water Fund has 633 connections a 5% increase over last fiscal year. 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 1,735 connections a 2% increase over last fiscal year. The Town took over the operation of the one half million gallon per day wastewater treatment plant on April 1, 2015. The Town purchased the remaining amount due on the Construction Manager at Risk contract with Fann Construction on December 31, 2014.

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 in 2012. 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.

Water (2.5)

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 15 Accomplishments

- Developed strategy, funding, and contract to assume the Prescott Water Distribution System.
- Continue to 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 16 New Initiatives and Goals

- Construct the water system improvements for the 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	2013-14 Actual	2014-15 Adopted Budget	2014-15 Estimated	2015-16 Adopted Budget	% Change Adopted to Adopted
FULL-TIME EQUIVALENT	3.35	3.5		2.5	
TOTAL SALARIES	142,561	141,893	141,893	103,008	-27%
TOTAL FRINGE BENEFITS	64,912	58,507	58,507	42,192	-28%
TOTAL PERSONNEL	207,473	200,400	200,400	145,200	-28%
CONTRACT AND SUPPORT SERVICES	3,840	6,500	6,500	6,500	
PROFESSIONAL SERVICES	117,468	40,000	40,000	40,000	
COMPLIANCE MONITORING/TESTING	5,371	7,000	9,000	9,000	
ADWR ANNUAL WATER USER FEE	429	600	600	600	
BAD DEBT EXPENSE	7,152	1,000	1,000	1,000	
POLLACK ECONOMIC ANALYSIS		15,000	-	-	
TRAVEL/TRAINING/SEMINARS	2,579	3,000	3,000	3,000	
SUBSCRIPTIONS & MEMBERSHIPS	2,148	3,000	2,500	2,500	
POSTAGE	6,078	7,200	7,200	7,900	
MAINT - REPAIR - VEHICLES	5,036	5,000	5,000	5,000	
SYSTEM MAINTENANCE AND REPAIR	52,699	75,000	50,000	50,000	
UTILITIES - ELECTRIC	62,934	71,500	65,000	65,000	
CELLULAR PHONES	4,557	3,500	4,000	4,000	
RENT - MACHINERY AND EQUIPMENT	1,106	2,500	1,000	1,000	
CLOTHING AND UNIFORMS	479	1,600	1,000	1,000	
GAS/OIL - UTILITIES VEHICLES	11,331	7,500	7,500	7,500	
OPERATING SUPPLIES	1,895	3,200	3,200	3,200	
ADEQ AQUIFER RECHARGE FEE		7,500	6,000	6,000	
NAMUA	1,654	2,000	2,000	2,000	
YAVAPAI COUNTY WAC	5,793	12,000	-	-	
SMALL TOOLS/EQUIP/FURNITURE	5,604	8,000	6,000	6,000	
LEASE PURCHASE PAYMENTS		19,000	8,500	11,500	
LEASE PURCHASE - CWMHP LOT	4,278	4,300	4,300	4,300	
WATER METERS	6,360	10,000	10,000	10,000	
BACK FLOW MONIORING SOFTWARE		7,000	-	-	
TOTAL OPERATING	308,791	322,900	243,300	247,000	-24%
INTERDEPARTMENTAL	88,500	88,500	88,500	92,000	
TOTAL EXPENDITURES	604,764	611,800	532,200	484,200	-21%

Narrative

Personnel is down 28% due to reorganizing the department as part of creating the Customer Service Department. Total operating expenses are down 24% due to several one-time expenses last fiscal year not budgeted for in the current fiscal year. Total expenditures are projected to be down 21%.

Department 04-95 accounts for the Water Department's debt service payments, capital, and contingencies. Contingencies are budgeted per the Town's budget policy.

The Town anticipated completing the acquisition of the Prescott Water system operating within the Town's incorporated limits this fiscal year.

WATER ENTERPRISE FUND 04-95					
Description	2013-14 Actual	2014-15 Adopted Budget	2014-15 Estimated	2015-16 Adopted Budget	% Change Adopted to Adopted
2010 BONDS -- PRINCIPAL		45,000	45,000	45,000	
2010 BONDS -- INTEREST	26,895	25,900	25,883	25,000	
PRESCOTT WATER ACQUISITION				4,545,000	
CONTINGENCIES		31,000	-	31,000	
TOTAL EXPENDITURES	26,895	101,900	70,883	4,646,000	4459%

Wastewater (3.5)

Mission

The Town of Chino Valley Wastewater Collection and Treatment facility (WWTP) 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 15 Accomplishments

- Took over operation and maintenance of the WWTP.
- Continue to rehabilitate wastewater collection pipe lines with Vactor cleaning truck.
- Implemented sewer connection program and installed seven sewer service connections.

FY 16 New Initiatives and Goals

- Continue to operate and maintain the WWTP.
- Continue to 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
Continue to implement assume operation and maintenance of WWTP.	Annually	Provide for the operation of the Town of Chino Valley WWTP.
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	2013-14 Actual	2014-15 Adopted Budget	2014-15 Estimated	2015-16 Adopted Budget	% Change Adopted to Adopted
FULL-TIME EQUIVALENT	4.1	3.5		3.5	
TOTAL SALARIES	142,561	141,664	141,664	179,184	26%
TOTAL FRINGE BENEFITS	64,566	58,436	58,436	62,517	7%
TOTAL PERSONNEL	207,127	200,100	200,100	241,700	21%
CONTRACT AND SUPPORT SERVICES	228	2,000	1,000	1,000	
PROFESSIONAL SERVICES	17,664	25,000	10,000	10,000	
ADEQ ANNUAL REGISTRATION FEE	6,000	6,500	6,500	6,500	
BAD DEBT EXPENSE	196,012	5,000	30,000	10,000	
POLLACK ECONOMIC ANALYSIS		15,000	-	-	
POSTAGE	6,186	8,000	8,000	8,000	
OPERATIONS/MAINT-CM@RISK	454,251	456,000	346,500	-	
MAINT - MISCELLANEOUS	28,629	75,000	40,000	40,000	
UTILITIES - ELECTRIC	102,940	92,000	105,000	105,000	
OPERATING SUPPLIES	1,872	1,500	1,500	1,500	
SMALL TOOLS AND EQUIPMENT	4,877	8,000	8,000	8,000	
PLANT OPERATING EXPENSES			50,000	100,000	
CAPITAL PICKUP TRUCK				25,000	
LEASE PURCHASE PAYMENTS		19,000	8,500	11,500	
TOTAL OPERATING	818,659	713,000	615,000	326,500	-54%
INTERDEPARTMENTAL	69,000	69,000	69,000	183,000	
TOTAL EXPENDITURES	1,094,786	982,100	884,100	751,200	-24%

Narrative

Personnel is up due to the plan to hire a plant operator since the Town took over operation of the WWTP on April 1, 2015. Operating expenses are down due to the elimination of the Operations/Maint-CM@ Risk payments made to the contractor operating the plant last fiscal year. Indirect costs are up due to the allocation from the new Customer Service Department in the General Fund. In total the department's expenses are projected to decrease by 24%.

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

SEWER 06-95					
Description	2013-14 Actual	2014-15 Adopted Budget	2014-15 Estimated	2015-16 Adopted Budget	% Change Adopted to Adopted
WIFA 2007 PRINCIPAL		77,886	77,886	80,034	
WIFA 2007 INTEREST	143,980	30,070	30,070	27,922	
WIFA 2008 PRINCIPAL		242,138	242,138	248,714	
WIFA 2008 INTEREST	4,739	105,192	105,192	98,378	
USDA 2007 PRINCIPAL		38,702	38,702	40,329	
USDA 2007 INTEREST	167,336	57,574	57,574	55,947	
USDA 2008 PRINCIPAL		34,877	34,877	36,343	
USDA 2008 INTEREST		55,975	55,975	54,509	
USDA 2008 (2) PRINCIPAL		30,820	30,820	32,116	
USDA 2008 (2) INTEREST		49,580	49,580	48,284	
WIFA 2014 PRINCIPAL			121,854	124,303	
WIFA 2014 INTEREST			29,950	57,121	
MOLLY RAY SEWER				500,000	
CONTINGENCIES		49,000	49,000	49,000	
TOTAL EXPENDITURES	316,055	771,814	923,618	1,453,000	88%

Total Expenses are up 88% due to the new debt service related to the purchase of the CM at Risk contract at the WWTP. The Town financed the purchases with a Water Infrastructure Finance Authority of Arizona (WIFA) Loan. The total cost of the purchase was \$3,442,500. WIFA awarded the Town \$478,829 in forgivable principal thus reducing the total amount of the loan to \$2,963,671. The interest rate on the loan is 2.01%.

The department plans a sewer extension project of \$500,000. Contingencies are budgeted per the Town’s budget policy.

NON MAJOR FUNDS

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 received funding of \$264,000 in fiscal year 2014/2015.

This project provided an asphalt surface to Cottonwood Drive and other dirt roads within the Chino Meadow's Unit 5 area. The project began at Center Street and provided asphalt paving from Center Street moving north until the funds are exhausted. The following streets were paved:

- 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

The next round of funding is anticipated in fiscal year 2018/2019.

Financial Information

CDBG 03					
Description	2013-14 Actual	2014-15 Adopted Budget	2014-15 Estimated	2015-16 Adopted Budget	% Change Adopted to Adopted
ADMINISTRATIVE COSTS	-	-			
CONSTRUCTION COSTS	-	264,000	264,000	-	
TOTAL EXPENDITURES	-	264,000	264,000	-	0%

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 as required are accounted for within each department.

The table below summarizes the estimated grant receipts and expenditures for Fiscal Year Ending June 30, 2016.

GRANTS 07					
Description	2013-14 Actual	2014-15 Adopted Budget	2014-15 Estimated	2015-16 Adopted Budget	% Change Adopted to Adopted
COURT GRANTS	1,070	25,000	25,000	25,000	
PLANNING GRANTS	-	25,000	25,000	25,000	
POLICE DEPARTMENT GRANTS	321,234	100,000	100,000	100,000	
RECREATION GRANTS	1,473	25,000	25,000	25,000	
LIBRARY GRANTS	-	50,000	50,000	50,000	
TRANSIT GRANTS	47,673	50,000	50,000	-	
SENIOR CENTER GRANTS	-	25,000	25,000	25,000	
PARKS GRANTS	-	25,000	25,000	25,000	
PUBLIC WORKS GRANTS	21,528	175,000	175,000	250,000	
CCVSD ADJACENT WAYS GRANT		150,000	-	150,000	
ECONOMIC DEVELOPMENT ADMIN EDAP		2,000,000	-	1,500,000	
RURAL DEVELOPMENT REDG		250,000	-	250,000	
ARIZONA DEPT OF HOUSING		370,000	-	275,000	
ENVIROMENTAL PROTECTION AGENCY				485,000	
PRIVATE MATCH		200,000	-	200,000	
TOTAL PUBLIC WORKS		3,145,000	175,000	3,110,000	
TOTAL GRANTS	392,978	3,470,000	500,000	3,385,000	98%

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 15/16, 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.

Environmental Protection Agency The Town of Chino Valley received a \$500,000 appropriation from the Environmental Protection Agency (EPA) for water and wastewater infrastructure improvements. Staff has been working with the EPA to receive approval of its match waiver application and expects a response by the end of FY14/15. Should the waiver be granted, the funds will be used to complete the looping of the Bright Star/Country West water system. The EPA retains \$15,000 to cover its administrative costs; the total funding available to the Town will be \$485,000.

The Table below summarizes the grant activity for fiscal year 2015 through April 30, 2015

Town of Chino Valley						
Grant Fund Summary						
Fiscal Year Ended June 30, 2015						
	GL Code Revenue	GL Code Expense	Balance June 30, 2014	Revenue	Expense	Balance June 30, 2015
POLICE GRANTS						
Anti-Racketeering Funds	07-30-6001	07-60-5212	-	22,000.00	11,452.78	10,547.22
GOHS - Investigation Equipment	07-30-6011	07-60-5441		6,013.64	6,013.64	-
GOHS DUI Alcohol	07-30-6012			3,115.20	3,115.20	-
DPS GITM	07-30-6021	07-60-5591	-	55,320.94	55,320.94	-
COP - Police Volunteer Donation	07-30-6024	07-60-5459	663.03		162.57	500.46
Officer Safety Equipment (Z0S3)	07-30-6025	07-60-5460	2,572.05	1,583.67	2,288.14	1,867.58
Block Watch	07-30-6026		200.00	540.00	44.14	695.86
			-			-
SHOOTING RANGE						
			-			-
Az Game & Fish Dept Grant	07-30-6014	07-60-5444	17,581.81		15,514.08	2,067.73
Shooting Range Public	07-30-6017	07-60-5447	24,183.90		2,269.80	21,914.10
Shooting Range Law Enforcement	07-30-6018	07-60-5448	2,865.76	1,805.50	1,948.38	2,722.88
			-			-
ANIMAL CONTROL						
			-			-
K9 Donations	07-30-6019	07-60-5450	884.05	5,725.00	5,141.68	1,467.37
Animal Control Donations	07-30-6022	07-61-5517	1,456.55	4,279.50	540.81	5,195.24
Intact Dog	07-30-6023	07-60-5455	159.00	5,150.00	3,144.00	2,165.00
			-			-
SENIOR CENTER						
			-			-
Senior Center LTAF Grant	07-30-6602	07-67-5413	954.84			954.84
Senior Center Donations	07-30-6604		805.00	3,691.00		4,496.00
			-			-
LIBRARY						
			-			-
Library Contributions	07-30-6403	07-64-5403	703.86	650.00		1,353.86
			-			-
COURT						
			-			-
MISC GRANT COURT	07-30-8001	07-45-5413	-	1,036.00	1,036.00	-
			-			-
DEVELOPMENT SERVICES						
			-			-
Housing Rehab	07-30-6510	07-55-5214		42,813.69	42,813.69	-
			-			-
PUBLIC WORKS						
			-			-
Parks & Rec Heritage Grant	01-60-8009	07-63-5216	5,744.45			5,744.45
CVUSD Adjacent Ways Grant	07-30-7001	07-70-5428		32,989.40	32,989.40	-
Amphitheater Funds	07-30-6609	07-63-5526		65,000.00		65,000.00
			-			-
TRANSIT						
			-			-
ADOT TRANSPORTATION GRANT	07-30-6606	07-66-various	2,079.66		2,079.66	0.00
			-			-
Carry Forward Interest Earnings			57.36			57.36
Interest Earnings LGIP			462.10	16.00		478.10
Total Grant Fund			61,373.42	251,729.54	185,874.91	127,228.05

SPECIAL REVENUE FUND – COURT

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.

Financial Information

SPECIAL REVENUE COURT 09					
Description	2013-14 Actual	2014-15 Adopted Budget	2014-15 Estimated	2015-16 Adopted Budget	% Change Adopted to Adopted
REVENUES					
COURT IMPROVEMENT FEES	7,741	12,000	7,360	7,000	
COURT COLLECTION FEES	2,425	3,500	2,305	2,400	
INTEREST INCOME-LGIP	30	100	40	100	
TOTAL REVENUES	10,195	15,600	9,705	9,500	-39%
EXPENDITURES					
COURT COLLECTION EXPENSES	10	5,000	2,500	10,000	
COURT COLLECTION TO GEN FUND				8,500	
COURT IMPROVEMENTS	8,662	30,000	12,000	20,000	
TOTAL EXPENDITURES	8,672	35,000	14,500	38,500	10%
NET INC/DEC IN FUND BALANCE	1,523	(19,400)	(4,795)	(29,000)	
FUND BALANCE SUMMARY					
COURT IMPROVEMENT FUND					
FUND BALANCE BEGINNING OF YEAR	34,367		33,446	28,806	
NET CHANGE DURING YEAR	(921)		(4,640)	(13,000)	
FUND BALANCE END OF YEAR	33,446		28,806	15,806	
COURT COLLECTION FUND					
FUND BALANCE BEGINNING OF YEAR	37,845		40,290	40,135	
NET CHANGE DURING YEAR	2,445		(155)	(16,000)	
FUND BALANCE END OF YEAR	40,290		40,135	24,135	
TOTAL FUND BALANCE					
FUND BALANCE BEGINNING OF YEAR	72,212		73,735	68,940	
NET CHANGE DURING YEAR	1,523		(4,795)	(29,000)	
FUND BALANCE END OF YEAR	73,735		68,940	39,940	

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	2013-14 Actual	2014-15 Adopted Budget	2014-15 Estimated	2015-16 Adopted Budget	% Change Adopted to Adopted
REVENUES					
MISCELLANEOUS REVENUE	9,054		24,064		
INTEREST INCOME-LGIP	156	500	156	500	
TOTAL REVENUES	9,210	500	24,220	500	0%
EXPENDITURES					
SALES TAX AUDIT EXPENDITURES	5,638	10,000	10,000	10,000	
TOTAL EXPENDITURES	5,638	10,000	10,000	10,000	0%
NET INC/DEC IN FUND BALANCE	3,572	(9,500)	14,220	(9,500)	
ENDING FUND BALANCE	144,040		158,260	148,760	

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. As of August 2014 the Town no longer to accesses impact fees until the study is completed and adopted by Council. No additional impact fee revenues were included in Fiscal Year 2015/16 budget.

Total Impact Fees

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

IMPACT FEES					
Description	2013-14 Actual	2014-15 Adopted Budget	2014-15 Estimated	2015-16 Adopted Budget	% Change Adopted to Adopted
POLICE IMPACT PROJECTS	13,521	79,014	20,200	63,000	
LIBRARY IMPACT FEES PROJECT	140,903	-	-	-	
PARKS/REC IMPACT FEES PROJECT	1,276	24,564	24,615	16,000	
ROAD IMPACT FEES PROJECTS	756,633	886,000	826,000	529,000	
TOTAL EXPENDITURES	912,333	989,578	870,815	608,000	-39%

The table below summarizes the total Impact Fees Beginning and Ending Fund Balance projected through fiscal year 2015/2016.

IMPACT FEES					
Description	2013-14 Actual	2014-15 Adopted Budget	2014-15 Estimated	2015-16 Adopted Budget	% Change Adopted to Adopted
TOTAL ALL IMPACT FEES					
Beginning Fund Balance	2,138,186	1,475,498	1,475,498	608,000	
Projected Revenues	249,645		3,317	-	
Projected Expenditures	912,333		870,815	608,000	
Ending Fund Balance	1,475,498	1,475,498	608,000	-	-100%

Police Impact Fees

Police Impact Fees are budgeted to be used to assist with Improvements to remodel the Police Department Building during the fiscal year 2015/16.

IMPACT FEES					
Description	2013-14 Actual	2014-15 Adopted Budget	2014-15 Estimated	2015-16 Adopted Budget	% Change Adopted to Adopted
POLICE IMPACT FEES (11)					
Beginning Fund Balance	78,889	82,803	82,789	63,000	
Projected Revenues	17,421	111	411	-	
Projected Expenditures	13,521	79,014	20,200	63,000	
Ending Fund Balance	82,789	3,900	63,000	-	

Library Impact Fees

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

IMPACT FEES					
Description	2013-14 Actual	2014-15 Adopted Budget	2014-15 Estimated	2015-16 Adopted Budget	% Change Adopted to Adopted
LIBRARY IMPACT FEES (12)					
Beginning Fund Balance	83,962	-	-	-	
Projected Revenues	56,941	-	-	-	
Projected Expenditures	140,903		-		
Ending Fund Balance	-	-	-	-	

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	2013-14 Actual	2014-15 Adopted Budget	2014-15 Estimated	2015-16 Adopted Budget	% Change Adopted to Adopted
PARKS/REC IMPACT FEES (13)					
Beginning Fund Balance	23,394	40,615	40,615	16,000	
Projected Revenues	18,497		-	-	
Projected Expenditures	1,276	24,564	24,615	16,000	
Ending Fund Balance	40,615	16,051	16,000	-	

Roads Impact Fees

Fiscal year 2015 and 2016 fees will be transferred to the Capital Improvement Fund to complete the projects budgeted in the Capital Improvement Fund.

IMPACT FEES					
Description	2013-14 Actual	2014-15 Adopted Budget	2014-15 Estimated	2015-16 Adopted Budget	% Change Adopted to Adopted
ROAD IMPACT FEES (15)					
Beginning Fund Balance	1,951,941	1,352,094	1,352,094	529,000	
Projected Revenues	156,786	1,000	2,906	-	
Projected Expenditures	756,633	886,000	826,000	529,000	
Ending Fund Balance	1,352,094	467,094	529,000	-	

It is anticipated that all remaining Impact Fees will be expended by the end of fiscal year 2015/2016.

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	2013-14 Actual	2014-15 Adopted Budget	2014-15 Estimated	2015-16 Adopted Budget	% Change Adopted to Adopted
REVENUES					
VEHICLE IMPOUND HEARING FEE	15,150	-	15,050	15,000	
VEHICLE IMPOUND TOWING FEE	18,067	-	18,825	15,000	
VEHICLE IMPOUND FEE REVENUE	18,595	25,000	19,575	15,000	
INTEREST INCOME-LGIP	3	-	-	-	
CARRYOVER		5,000		-	
TOTAL REVENUES	51,815	30,000	53,450	45,000	50%
EXPENDITURES					
TRANSFERS TO GENERAL FUND	10,000	10,000	10,000	10,000	
TOWING EXPENSES	18,189	20,000	20,000	20,000	
TRAFFIC RELATED EQUIPMENT	6,833	10,000	10,000	10,000	
TOTAL EXPENDITURES	35,022	40,000	40,000	40,000	0%
NET INC/DEC IN FUND BALANCE	16,793	(10,000)	13,450	5,000	
ENDING FUND BALANCE	15,838		29,288	34,288	

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. Budget Amounts are rounded to the nearest \$1,000.

CVSLID 40					
Description	2013-14 Actual	2014-15 Adopted Budget	2014-15 Estimated	2015-16 Adopted Budget	% Change Adopted to Adopted
CVSLID #1 UTILITIES - ELECTRIC	2,242	2,000	2,000	2,000	
CVSLID #2 UTILITIES - ELECTRIC	985	1,000	1,000	1,000	
CVSLID #3A UTILITIES - ELECTRIC	1,178	1,000	1,000	1,000	
TOTAL EXPENDITURES	4,405	4,000	4,000	4,000	0%

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

TOWN OF CHINO VALLEY, ARIZONA							
Street Lighting Improvement Districts							
Statement of Estimates and Expenses							
Fiscal Year - 2015-2016							
Co. Dist. No.	Town ID No.	Town ID Name	A 2014/2015 Estimated Actual Expenses	B 2014/2015 Levy Request	C 2014/2015 Difference on Expenses vs. Levy	D 2015/2016 Projected Expenses	E 2015/2016 Levy Request
13004	CVSLID 1	Chino Valley, Arizona, CVSLID #1 Lighting Improvement District	\$ 1,962	\$ 2,017	\$ 55	\$ 2,100	\$ 2,000
13005	CVSLID 2	Chino Valley, Arizona, CVSLID #2 Lighting Improvement District	\$ 1,006	\$ 1,041	\$ 35	\$ 1,084	\$ 1,000
13006	CVSLID 3A	Chino Valley, Arizona, CVSLID #3A Lighting Improvement District	\$ 917	\$ 942	\$ 25	\$ 981	\$ 1,000

Capital Improvement Fund

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 15/16

Project Name: Center Street Sewer between Highway 89 and the Molly Rae Subdivision

Project Location: Center Street west of Highway 89 to the Molly Rae Subdivision

Fund: Sewer Enterprise

CIP Category: Utilities

Project Description and Justification:

This project will construct 3,150 lineal feet of 12" sewer line and 2,800 lineal feet of 8" sewer line from the existing sewer trunk main located west of Highway 89 at Center Street westerly to the Molly Rae Subdivision. When the Molly Rae Subdivision was constructed, the developer installed a dry sewer line throughout the subdivision in the off chance that the Town would extend a sewer line to the development. This project will extend sewer to the development so that any newly constructed homes will be on the Town's sewer system. The subdivision has 106 lots.

Estimated Cost and Funding Source: \$560,000 from WIFA

Impact on Operating Budget: Once constructed the project will have no significant financial impact on the Sewer Enterprise Funds Operating Budget. However, the increased flows from the subdivision will have a positive impact on the environment due to the increased amount of recharge into the aquifer each fiscal year.

Project Name: Acquisition of the Prescott Water System and the Extension of Water Lines from the Town Water System to the Prescott System

Project Location: Townwide

Fund: Water Enterprise

CIP Category: Utilities

Project Description and Justification: This project will complete the acquisition of the City of Prescott water distribution system and provide the necessary water infrastructure that will connect the two water distribution systems. This project will provide a significant reduction in the existing water rates that are paid to the City of Prescott by Town of Chino Valley residents.

Estimated Cost and Funding Source:

\$4,545,000 from WIFA

Impact on Operating Budget: The projected impact of incorporating the Prescott Water distribution system into the Chino Valley is \$50,000 per year in system maintenance. No additional personnel are anticipated.

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

Project Location: Road 1 East between Road 3 South and Kalinich Avenue

Fund: Capital Improvement Fund

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 Kalinich Avenue. The roadway will turn westerly to intersect with Highway 89 at the roundabout currently under construction by ADOT. This project will also construct three east/west roadways connection between Road 1 East and Highway 89 in the general vicinity of Road 4½ South, Kalinich Avenue and Brownlow Avenue. ADOT has provided to the Town with 7,140 cubic yards of millings from the Highway 89 widening project to allow the Town to construct a better base for this roadway.

Estimated Cost and Funding Source: \$350,000 from Roads Impact Fees (\$40,000 to be expended in FY 2014/15 and \$310,000 to be expended in FY 2015/16

Impact on Operating Budget: Once constructed the project will have no significant financial impact on the HURF Fund's Operating Budget.

Project Name: Chino Meadows Units 2 and 5 Drainage Project

Project Location: Chino Meadows along Little Doggie Draw

Fund: Capital Improvement Fund

CIP Category: Public Works/Drainage

Project Description and Justification: The funding for this project has been split into two fiscal years. The available funding is \$450,000 in the FY 14/15 and \$350,000 in the FY 15/16. This project will construct the design of the drainage improvement as prepared by Lyon Engineering in the last fiscal year. 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 through Chino Meadows Units 2 and 5. 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. It is expected that the Town will spend \$150,000 from the current 14/15 fiscal year and rolling over the remaining \$650,000 into the 15/16 fiscal year. The project has not been bid at the time this budget was created. The exact phasing limits project will be determined based on the results of bidding.

Estimated Cost and Funding Source:

\$450,000 from Yavapai County Drainage District in FY 14/15

\$350,000 from Yavapai County Drainage District in FY 15/16

Impact on Operating Budget: Once constructed the project will have no significant financial impact on the HURF Fund's Operating Budget.

Project Name: Extension of Road 4 North between Arizona Trail and Jerome Junction and the Extension of Water and Sewer to the Old Home Manor Business/Industrial Park

Project Location: Old Home Manor

Fund: Grant

CIP Category: Public Works/Roads, Utilities

Project Description and Justification: This project will extend Road 4 North from Arizona Trail easterly to Jerome Junction and construct a box culvert over the Santa Cruz Wash. This project will also extend a 12" water line and a 12" sewer line from their respective terminus to the intersection of Jerome Junction and Rodeo Drive.

Estimated Cost and Funding Source: \$1,985,000 from EDA and EPA Grant

Impact on Operating Budget: Once constructed the project will have no significant financial impact on the Water and Sewer Enterprise Funds or the HURF Funds operating Budget. The increased flows from Old Home Manor development will have a positive impact on the environment due to the increased amount of recharge into the aquifer each fiscal year.

Project Name: Project to Use Remaining Road Impact Fee

Project Location: Unknown

Fund: Capital Improvement

CIP Category: Public Works/Roads

Project Description and Justification: The Town may undertake a project prior to the end of Fiscal Year 15/16 to use the remaining Road Impact Fees after the completion of the planned Road Impact Fee Projects. If an appropriate project cannot be identified the funds will carry forward to fiscal year 2016/17.

Estimated Cost and Funding Source: \$219,000 Road Impact Fees

Impact on Operating Budget: Once constructed the project will have no significant financial impact on the HURF Fund's Operating Budget.

Project Name: Community Center WIFI & Wiring

Project Location: Community Center

Fund: Capital Improvement

CIP Category: Building Maintenance

Project Description and Justification: The Town is designing a wireless networking system to connect the North Campus, South Campus and Recreation/Community Center. This would allow all three facilities data communications systems to connect wirelessly, eliminating the \$2,000 monthly fee currently being paid for fiber optic lines.

Estimated Cost and Funding Source: \$40,000 Capital Improvement Funds

Impact on Operating Budget: Once constructed the project will eliminate approximately \$2,000 in current and anticipated connection fees being paid.

Transfers to Other Funds

The Capital Improvement Fund transfer funds for the following:

Fund Transferred To	Purpose	Amount
General Fund	Police	\$ 100,000
General Fund	Aquatics Center	\$ 150,000
Water Enterprise Fund	Water	\$ 150,000
Debt Service	Debt Service	\$ 737,000
Total Transfers Out		\$ 1,137,000

Financial Information

CAPITAL IMPROVEMENT FUND 05-90					
Description	2013-14 Actual	2014-15 Adopted Budget	2014-15 Estimated	2015-16 Adopted Budget	% Change Adopted to Adopted
EXPENDITURES					
MISC CAPITAL PROJECTS		2,000,000	-	2,000,000	
FUNDED BY ROAD IMPACT FEES					
ROAD 1 EAST BETWEEN ROAD 3 & 4 SOUTH	38,586	200,000	40,000	160,000	
ROAD 1 EAST MATERIALS				150,000	
PROJECT TO USE REMAINING FUNDS				219,000	
FUNDED BY YAVAPAI DRAINAGE DISTRICT					
CHINO MEADOWS UNIT 5 AT PEAVINE TRAIL DR	117,095	400,000	150,000	650,000	
FUNDED BY CYMPO					
1 NORTH SIGNAL					
FUNDED BY CARRYOVER					
COMMUNITY CENTER REMODEL		100,000	-	-	
COMMUNITY CENTER WIFI & WIRING		40,000	15,000	40,000	
RURAL ECONOMIC DEVEL GRANT MATCH		50,000	-	85,000	
TFRS TO GENERAL FUND	55,480	100,000	100,000	250,000	
TFRS TO WATER ENTERPRISE FUND	220,000	280,700	280,700	150,000	
TFRS TO DEBT SERVICE FUND	582,619	739,432	739,432	737,000	
TOTAL EXPENDITURES	1,905,143	14,896,132	6,574,686	4,441,000	-70%

CAPITAL IMPROVEMENT PROJECTS FIVE YEAR PROJECTION

CAPITAL IMPROVEMENT FUND 05-90					
Description	2015-16 Adopted Budget	2016-17 Projected	2017-18 Projected	2018-19 Projected	2019-20 Projected
REVENUES					
1% TPT REVENUES-RETAIL/OTHER	1,304,000	1,343,000	1,383,000	1,424,000	1,467,000
1% CONSTRUCTION TPT REVENUES	93,000	95,000	97,000	99,000	101,000
1% BED TAX REVENUES	13,500	11,500	11,750	12,000	12,250
MISC CAPITAL PROJECTS	2,000,000	2,000,000	2,000,000	2,000,000	2,000,000
INTEREST INCOME LGIP	-	-	-	-	-
LEASE PURCHASE PROCEEDS	-	-			
YAVAPAI COUNTY DRAINAGE DISTRICT	650,000	-			
BOND PROCEEDS - WWTP	-	-			
TRANSFERS IN FROM ROAD IMPACT FEES	529,000	-			
CYMPO 1 NORTH SIGNAL				650,000	
CARRYOVER					
TOTAL REVENUES	4,589,500	3,449,500	3,491,750	4,185,000	3,580,250
EXPENDITURES					
MISC CAPITAL PROJECTS	2,000,000	2,000,000	2,000,000	2,000,000	2,000,000
FUNDED BY ROAD IMPACT FEES					
ROAD 1 EAST BETWEEN ROAD 3 & 4 SOUTH	160,000	-			
ROAD 1 EAST MATERIALS	150,000				
PROJECT TO USE REMAINING FUNDS	219,000				
FUNDED BY YAVAPAI DRAINAGE DISTRICT					
CHINO MEADOWS UNIT 5 AT PEAVINE TRAIL DR	650,000	-			
FUNDED BY CYMPO					
1 NORTH SIGNAL				650,000	
FUNDED BY CARRYOVER					
COMMUNITY CENTER REMODEL	-	10,000			
COMMUNITY CENTER WIFI & WIRING	40,000				
RURAL ECONOMIC DEVEL GRANT MATCH	85,000				
TFRS TO GENERAL FUND	250,000	250,000	250,000	250,000	250,000
TFRS TO WATER ENTERPRISE FUND	150,000	150,000	150,000	150,000	150,000
TFRS TO DEBT SERVICE FUND	737,000	742,000	742,000	882,000	930,000
TOTAL EXPENDITURES	4,441,000	3,152,000	3,142,000	3,932,000	3,330,000
TOTAL REVENUES OVER EXPENSES	148,500	297,500	349,750	253,000	250,250

CAPITAL IMPROVEMENT UNFUNDED CAPITAL

The Town has prepared an analysis of the projected future capital needs and planned replacements over the next ten years for the following categories:

- Police Vehicles
- Machinery and Equipment
- Road Maintenance
- Facilities, Buildings and Parks
- Water and Sewer System Infrastructures

Multi-Year Capital Planning is required as recent fiscal history through the recession and post-recession recovery has seen the Town defer much of its capital maintenance, replacement and spending. From 2008 forward, this deferment has postponed needed replacement and investment in the Town's physical assets, and capital needs are now aggregating to a critical mass as equipment and road surfaces have been operated well past useful lives and physical assets have been aging without appropriate maintenance.

Council's review and approval of this budget and capital schedule expresses the Town's priorities for capital needs and details the unfunded shortfalls associated with the Town's capital responsibilities -- so major costs and investments can be projected, planned for and scheduled into the Town's funded financial program. In concert with Council's Strategic Plan, the expenses and objectives related to this schedule highlight the Town's future needs, providing goals and priority for staff.

Town of Chino Valley

Police Vehicle, Machinery and Equipment and Roads Replacement Schedule

Fiscal Year 2015/16 - 2024/25

	Actual 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	FY 2024/25
Police Vehicles											
Book Value of Existing Fleet \$	2,164,861										
# of Units	27	-	3	2	2	2	3	3	2	3	3
Replacement Cost	\$ 149,776	\$ -	\$ 150,000	\$ 100,000	\$ 100,000	\$ 100,000	\$ 125,000	\$ 125,000	\$ 100,000	\$ 150,000	\$ 150,000
Machinery and Equipment											
Book Value of Existing Equip. \$	1,622,956										
# of Units	69	6	6	2	6	5	5	6	2	3	1
Replacement Cost	\$ 534,105	\$ 317,000	\$ 278,000	\$ 102,000	\$ 394,000	\$ 308,000	\$ 218,000	\$ 371,000	\$ 63,000	\$ 165,000	\$ 105,000
Roads											
Book Value of Existing Roads \$	4,045,774										
# of miles	140										
Replacement Cost	\$ 1,120,000	\$ 1,120,000	\$ 1,120,000	\$ 1,120,000	\$ 1,070,000	\$ 1,070,000	\$ 1,120,000	\$ 1,120,000	\$ 1,120,000	\$ 1,120,000	\$ 1,120,000
Facilities/Buildings/Parks											
Book Value of Existing Roads \$	14,018,618	\$ -	\$ 150,000	\$ 150,000	\$ 150,000	\$ 150,000	\$ 150,000	\$ 150,000	\$ 150,000	\$ 150,000	\$ 150,000
Replacement Cost	\$ -	\$ -	\$ -	\$ -	\$ 25,000	\$ 450,000	\$ 250,000	\$ -	\$ 50,000	\$ 250,000	\$ -
Water System Infrastructure											
Book Value of Existing Roads \$	7,382,634	\$ -	\$ 4,545,000	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Replacement Cost	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Sewer System Infrastructure											
Book Value of Existing Roads \$	30,821,683	\$ 500,000	\$ -	\$ 500,000	\$ -	\$ -	\$ 500,000	\$ -	\$ -	\$ 500,000	\$ -
Replacement Cost	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Total	\$ 60,056,762	\$ 6,482,000	\$ 1,698,000	\$ 1,997,000	\$ 2,164,000	\$ 3,128,000	\$ 2,363,000	\$ 1,766,000	\$ 1,483,000	\$ 2,335,000	\$ 1,525,000

Police Vehicles

The Police Department currently has a total of 27 police cars and motorcycle units. Excluding the four units that were purchased last fiscal year, the average unit has 85,000 miles. Mileage alone is not a good indicator of mechanical condition for police vehicles, as they often are running at idle when an officer is on-scene responding to a call. Eight of the Town's police units are over 100,000 miles, and while they are well maintained, operation beyond a generally accepted useful life for police work can expose the Town to liability as well as increased maintenance costs. At some point, it becomes more expensive to maintain the vehicle than it does to replace it.

No units will be replaced in this year's budget. Ideally the Town will replace an average of three units each fiscal year starting in Fiscal Year 2016/17 to ensure police vehicles are not operated past an acceptable useful life or maintenance expense.

Machinery and Equipment

Machinery and Equipment includes all rolling stock except for Police Vehicles. This includes passenger vehicles, vans, trucks, dump trucks, loaders, graders, mowers and other pieces of equipment used by the Town departments.

The Town replaced five pieces of equipment last fiscal year. The Town plans to purchase one pickup truck this fiscal year. The Town does not have sufficient funding to replace the other equipment scheduled for replacement in this year's budget. These replacements will have to be rolled over to future fiscal years.

Roads

For the unfunded portion of roadway maintenance a rationale must be developed. Currently Chino Valley does NOT generate the necessary funds to keep up with the current maintenance needs. Chino Valley has approximately 140 miles of roadways with approximately 112 miles of surfaced streets. A great many of these roadways do not meet current industry standards of asphalt concrete over prepared aggregate base course, rather, they are a series of chip seals over native dirt. Based on past performance of these types of roadways, a chip sealed street over aggregate base will last for 7-10 years before needing resurfacing.

With the recent reductions in funding of HURF by the state legislature, the Town has begun to perform these types of roadway reconstructions in-house. In recent years, when the Town bid out the resurfacing of the roadways with a simple double chip seal, the cost was approximately \$100,000 per mile. Using Town forces this cost has been reduced to approximately \$55,000 per mile.

Assuming that no new roadways will be surfaced, the amount of roadways needing major ongoing maintenance is 112 miles per year. Roadways that are surfaced with a chip seal over a moderately prepared base course have an estimated life cycle of 10 years, therefore, 11.2 miles of roadways will need to be resurfaced each year to meet a 10 year resurfacing schedule and avoid more costly roadway replacement. However, 11.2 miles of resurfacing work per year is significantly beyond the current funding and staffing abilities of the Town's Public Works Department.

Publicly bidding the surfacing program at a cost of \$100,000 per mile or \$1,120,000.00 per year is financially impossible. The Town might add additional staff to support the ability to perform 11.2 miles of surfacing per year. Typically, resurfacing work requires 12 persons to man a chip seal program. Therefore, an additional 6 personnel would be required in Public Works to perform this task in-house.

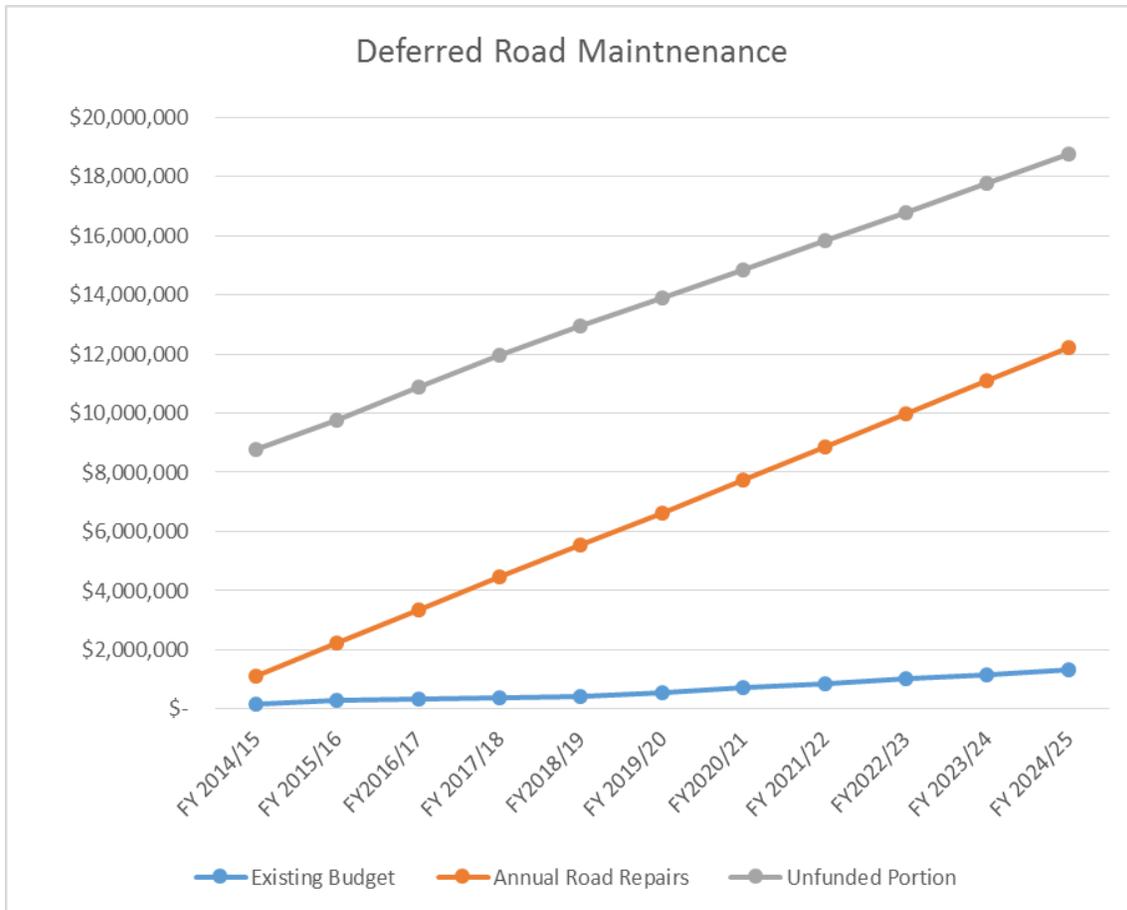
At an average cost of \$35,000 per employee plus 30% overhead burden, the average rolled up cost is \$45,500 per employee or \$273,000.00 for an additional 6 employees. The in-house construction cost for roadway surfacing is \$55,000 per mile. This projects to \$616,000 construction cost for 11.2 miles of resurfacing, plus a cost of \$273,000 in additional personnel for a total cost of \$889,000.00 per year. The following table summarizes these costs based on a percentage of roadways to maintain.

Lifecycle	Ability to perform in-house	Cost per mile	Total
Replacement of roadways once every 10 years (11.2 miles per year)	No	\$100,000 Public Bid	\$1,120,000.00
Replacement of roadways every 15 years (7.5 miles per year)	No	\$100,000 Public Bid	\$750,000.00
Replacement of roadways every 20 years (5.6 miles per year)	No	\$100,000 Public Bid	\$560,000.00
Replacement of roadways every 25 years (4.5 miles per year)	No	\$100,000 Public Bid	\$450,000.00
Replacement of roadways every 30 years (3.7 miles per year)	Yes	\$55,000 In-House plus 6 new personnel	\$476,500.00
Current Program (3 miles with existing personnel)	Yes	\$55,000 In-House no new employees	\$165,000.00

The Town has projected that the current backlog of road repairs is \$7,840,000 as of June 30, 2014. Based on current funding for Road Maintenance the Town anticipates this backlog of unfunded Road Maintenance to increase by about \$1,000,000 per year – see the Gray line in the chart below.

Ignoring the backlog of deferred work (the gray line), and the accelerating surface failures that will emerge in the next few years as a result, the Town’s provision of safe travel surfaces for the public is significantly threatened. The Town needs to create a planned approach to address the oncoming surface failures, and should consider an escalating, phased approach to resurfacing that will reach a 10 year maintenance schedule as soon as possible. If maintenance activities can address pavement surfaces before they fail, Town funds can be used to better effect and overall costs will be minimized.

If the Town only budgets funds for resurfacing on a 10 year maintenance schedule (orange line below), it will address some of the surfaces before they fail, but not all of them (see the gap between the orange and gray lines). Without additional focus, the Town will never be in a position to address surface maintenance and avoid surface replacement.



Facilities/Buildings/Parks

The Town has approximately 30 facilities, buildings and parks excluding Water and Wastewater Enterprise Assets. No formal additions are planned to any of these assets this budget year. The facilities, buildings and parks are maintained by the Building and Parks Maintenance Department. The Town plans to start a capital replacement reserve fund in fiscal year 2016/2017 to begin setting aside funds for major renovations and replacements of these assets.

Water System Infrastructure

The Water Enterprise Fund has an original book value of assets of \$7.4 million. Fixed assets include water rights, water tanks, water distribution assets, wells and related water equipment. The Town plans to acquire the Prescott water accounts located within the incorporated limits of Chino Valley for \$4,245,000 this fiscal year. The project includes the acquisition costs of 650 accounts and funding for the required infrastructure improvements to connect them to the Chino Valley Water System. Funds will be provided with a low interest loan from WIFA which also includes forgivable principle (a grant). Once the Prescott System is acquired the Town plans to acquire the Wilhoit Water System with approximately 100 accounts.

WIFA will require the systematic funding of a Repair and Replacement Fund after the acquisition of the Prescott and Wilhoit Water Systems, to ensure the assets are appropriately maintained.

Sewer System Infrastructure

The Sewer Enterprise Fund has original book value of assets of \$30.8 million. These assets include the waste water plant, sewer collection system and related sewer assets. The Town purchased the remaining value of the Construction Manager at Risk Contract from Fann Construction last fiscal year for \$3,310,000. The Town will also replace influent screens at the waste water plant for \$132,000. These projects were fund by a low interest loan from WIFA that also included forgivable principle (a grant). The Town Plans to refinance existing USDA loans and extend the sewer system to the Molly Ray subdivision for \$500,000. The refinancing and project will be done through a new loan with WIFA that will reduce the Town’s interest payments on the USDA loans by some \$40,000 per year.

No major system improvements are planned in the next few fiscal years. However, the Town is funding \$112,000 each fiscal year for a Repair and Replacement Fund in accordance with the loan provisions of the existing WIFA loans.

UNFUNDED CAPITAL SUMMARY

In total the Town’s Total Capital Needs far exceed the available funding for Capital Replacement. The largest portion is deferred Road Maintenance. The Town’s objective is to identify additional funding sources in order to begin funding its capital needs as soon as possible. The chart on the next page summarizes the projected unfunded capital needs.

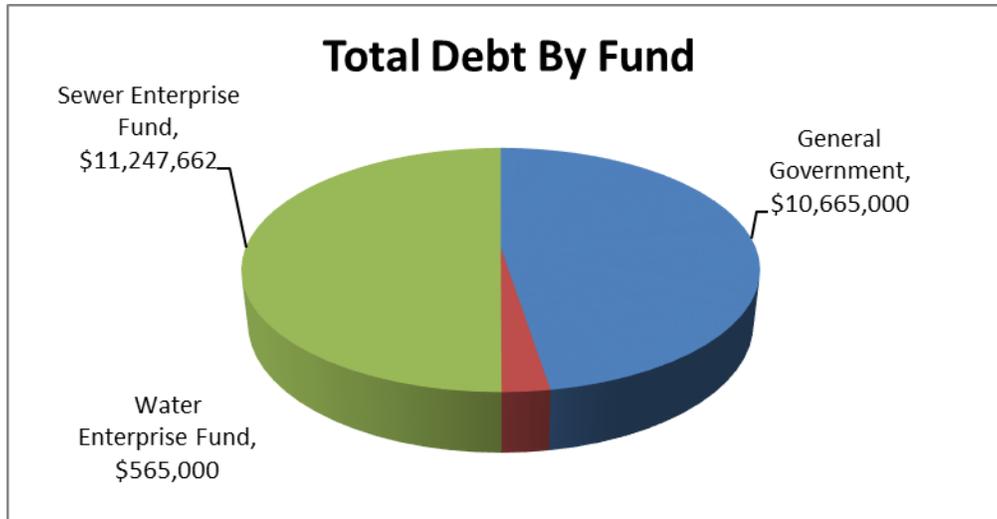
Town of Chino Valley											
Total Capital Needs and Available Funding Summary											
Fiscal Year 2015/16 - 2024/25											
	Actual FY 2014/15	FY 2015/16	FY2016/17	FY 2017/18	FY2018/19	FY 2019/20	FY2020/21	FY 2021/22	FY2022/23	FY 2023/24	FY 2024/25
Total Capital Needs	\$ 5,246,381	\$ 6,482,000	\$ 1,698,000	\$ 1,997,000	\$ 2,164,000	\$ 3,128,000	\$ 2,363,000	\$ 1,766,000	\$ 1,483,000	\$ 2,335,000	\$ 1,525,000
Total Funding Available											
Police Cars	\$ 149,776		\$ 150,000	\$ 100,000	\$ 100,000	\$ 100,000	\$ 125,000	\$ 125,000	\$ 100,000	\$ 150,000	\$ 150,000
Machinery & Equipment	\$ 565,187										
Roads	\$ 175,000	\$ 125,000	\$ 25,000	\$ 50,000	\$ 50,000	\$ 150,000	\$ 150,000	\$ 150,000	\$ 150,000	\$ 150,000	\$ 150,000
Facilities/Buildings/Parks											
Water System Infrastructure		\$ 4,545,000		\$ 50,000	\$ 75,000	\$ 75,000	\$ 100,000	\$ 100,000	\$ 150,000	\$ 150,000	\$ 150,000
Sewer System Infrastructure	\$ 3,442,500	\$ 500,000		\$ 500,000			\$ 500,000			\$ 500,000	
Total Projected Funding Available	\$ 4,332,463	\$ 5,170,000	\$ 175,000	\$ 700,000	\$ 225,000	\$ 325,000	\$ 875,000	\$ 375,000	\$ 400,000	\$ 950,000	\$ 450,000
Total Unfunded Capital Needs	\$ 913,918	\$ 1,312,000	\$ 1,523,000	\$ 1,297,000	\$ 1,939,000	\$ 2,803,000	\$ 1,488,000	\$ 1,391,000	\$ 1,083,000	\$ 1,385,000	\$ 1,075,000
	FY 2014/15	FY 2015/16	FY2016/17	FY 2017/18	FY2018/19	FY 2019/20	FY2020/21	FY 2021/22	FY2022/23	FY 2023/24	FY 2024/25
Cummulative Effects of Roads ###	\$ 8,785,000	\$ 9,780,000	\$ 10,875,000	\$ 11,945,000	\$ 12,965,000	\$ 13,885,000	\$ 14,855,000	\$ 15,825,000	\$ 16,795,000	\$ 17,765,000	\$ 18,735,000

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 for their debt within each respective fund.

Town of Chino Valley					
Annual Debt Service Summary By Fund					
Fiscal Year Ended June 30, 2016					
Debt Issue	Date Issued	Original Amount	Outstanding Amount as of June 30, 2015	FY 2016 Principal	FY 2016 Interest
General Government					
GADA Loan 2007A	7/1/2011	\$ 3,825,000	\$ 3,385,000	\$ 240,000	\$ 162,806
US Bank Series 2010	12/15/2010	\$ 7,280,000	\$ 7,280,000		\$ 331,638
		\$ 11,105,000	\$ 10,665,000	\$ 240,000	\$ 494,444
Water Enterprise Fund					
US Bank Series 2010	12/15/2010	\$ 745,000	\$ 565,000	\$ 45,000	\$ 24,712
Sewer Enterprise Fund					
WIFA 2007	1/10/2007	\$ 1,580,000	\$ 1,012,403	\$ 80,034	\$ 27,922
WIFA 2008	1/11/2008	\$ 4,853,000	\$ 3,496,027	\$ 248,952	\$ 98,378
USDA	2/16/2007	\$ 1,595,000	\$ 1,374,323	\$ 40,329	\$ 55,947
USDA	4/10/2008	\$ 1,505,000	\$ 1,337,955	\$ 36,343	\$ 54,509
USDA	4/16/2008	\$ 1,332,000	\$ 1,185,137	\$ 32,116	\$ 48,284
WIFA 2014	12/30/2014	\$ 2,963,671	\$ 2,841,817	\$ 124,303	\$ 57,121
		\$ 13,828,671	\$ 11,247,662	\$ 562,077	\$ 342,161
Total Town of Chino Valley Debt		\$ 25,678,671	\$ 22,477,662	\$ 847,077	\$ 861,317
General Government					
	Payment Date				
GADA Loan 2007A	1/1/2015	3,825,000	3,385,000	-	81,403
	7/1/2015			240,000	81,403
US Bank Series 2010	1/1/2015	7,280,000	7,280,000		165,819
	7/1/2015				165,819
		11,105,000	10,665,000	240,000	494,444
Water Enterprise Fund					
US Bank Series 2010	1/1/2015	745,000	565,000	-	12,356
	7/1/2015			45,000	12,356
Total Water Enterprise		745,000	565,000	45,000	24,712
Sewer Enterprise Fund					
WIFA 2007	1/1/2015	1,580,000	1,012,404	-	13,961
	7/1/2015			80,034	13,961
WIFA 2008	1/1/2015	4,853,000	3,496,027	-	49,189
	7/1/2015			248,952	49,189
USDA	Monthly	1,595,000	1,374,322	40,332	55,947
USDA	Monthly	1,505,000	1,337,955	36,342	54,509
USDA	Monthly	1,332,000	1,185,137	32,114	48,284
WIFA 2014	1/1/2016	2,963,671	2,841,817	124,303	28,561
	7/1/2016				28,561
Total Sewer Enterprise		13,828,671	11,247,662	562,077	342,161
Total Town of Chino Valley Debt		25,678,671	22,477,662	847,077	861,317



Financial Information

DEBT SERVICE 08

Description	2013-14 Actual	2014-15 Adopted Budget	2014-15 Estimated	2015-16 Adopted Budget	% Change Adopted to Adopted
DEBT SVC 2010 BONDS - PRINCIPAL					
DEBT SVC 2010 BONDS -- INTEREST	331,637	331,638	331,638	332,000	
GADA LOAN 2007A PRINCIPAL	65,000	235,000	235,000	240,000	
GADA LOAN 2007A INTEREST	177,363	172,794	172,794	163,000	
FISCAL AGENT FEES	1,964	2,500	2,500	2,000	
TOTAL EXPENDITURES	575,964	741,932	741,932	737,000	-1%

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 no General Obligation Bonded Debt.

TOWN OF CHINO VALLEY, ARIZONA			
Fiscal Year 2015/16 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	
2015/16 Secondary Assessed Valuation	<u>\$78,892,362</u>	2015/16 Secondary Assessed Valuation	<u>\$78,892,362</u>
6% Limitation	<u>\$4,733,542</u>	20% Limitation	<u>\$15,778,472</u>
6% Direct General Obligation Bonds	<u>0</u>	20% Direct General Obligation Bonds	<u>0</u>
Unused 6% Borrowing Capacity	<u><u>\$4,733,542</u></u>	Unused 20% Borrowing Capacity	<u><u>\$15,778,472</u></u>
Fiscal Year 2014/15	\$4,013,604	Fiscal Year 2014/15	\$13,378,679

The schedules on the following pages detail the total principal and interest payment due each fiscal year for each outstanding debt issue.

	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
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						
	3,385,000	1,070,350	4,455,350	7,280,000	3,933,863	11,213,863

	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
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						
	565,000	156,088	721,088	1,012,403	175,118	1,187,521

	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
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						
	3,496,027	671,932	4,167,959	1,374,323	704,050	2,078,372

	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
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
	1,337,955	725,260	2,063,215	1,185,137	643,539	1,828,676

WIFA Issued 12/30/2014 Original Amount \$2,963,671			
Fiscal Year	Pincipal	Interest	Total
2016	124,303	57,121	181,423
2017	126,801	54,622	181,423
2018	129,350	52,073	181,423
2019	131,950	49,473	181,423
2020	134,602	46,821	181,423
2021	137,308	44,116	181,423
2022	140,068	41,356	181,423
2023	142,883	38,540	181,423
2024	145,755	35,669	181,423
2025	148,684	32,739	181,423
2026	151,673	29,750	181,423
2027	154,722	26,702	181,423
2028	157,832	23,592	181,423
2029	161,004	20,419	181,423
2030	164,240	17,183	181,423
2031	167,541	13,882	181,423
2032	170,909	10,514	181,423
2033	174,344	7,079	181,423
2034	177,849	3,575	181,423
2035	-	-	-
2036	-	-	-
2037	-	-	-
2038	-	-	-
	2,841,817	605,226	3,447,044

Total Town of Chino Valley Combined Debt Service All Debt Issues		
Pincipal	Interest	Total
847,077	913,430	1,760,506
883,361	890,010	1,773,371
1,060,147	865,861	1,926,007
1,142,448	832,121	1,974,569
1,255,284	795,125	2,050,409
1,318,671	753,623	2,072,294
1,377,627	709,600	2,087,227
1,432,171	662,229	2,094,399
1,482,322	614,850	2,097,172
1,543,100	566,509	2,109,610
1,534,527	509,822	2,044,349
1,483,666	347,315	1,830,981
1,196,146	288,555	1,484,701
1,251,815	237,036	1,488,851
1,302,862	183,001	1,485,864
1,359,303	126,673	1,485,976
381,153	67,799	448,951
393,426	55,525	448,951
406,141	42,811	448,951
237,889	29,639	267,528
247,890	19,638	267,528
218,345	9,484	227,828
122,291	2,056	124,347
22,477,663	9,522,710	32,000,373

PERSONNEL SCHEDULES & BENEFITS

Employee Benefits

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

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 30% of the cost for dependent coverage for qualified employees. The Town offers three types of medical coverage; a Premier Plan, Basic Plus Plan and High Deductible Health Plan with a Health Savings Account. The plans offer prescription services through OptumRX.

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, a 1 ½% increase for fiscal year 2014/15 and a 5% increase to medical coverage in fiscal year 2015/16.

Life Insurance

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

Employee Assistance Program (EAP)

The EAP provides counseling and referrals for up to three (3) free behavioral health (mental health and substance abuse) sessions per problem.

Wellness Program

Through the YCT Wellness Program, full-time employees as well as their spouses and dependents can participate in activity based programs, and gain increased awareness of upcoming events, seminars, classes, and other wellness-based special events and services through a variety of web-based programs.

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	Fiscal Year 2015-16
Employee Contribution Rate	9.85%	10.74%	11.14%	11.54%	11.60%	11.47%
Employer Contribution Rate	9.85%	10.74%	11.14%	11.54%	11.60%	11.47%
Total Contribution Rate	19.70%	21.48%	22.28%	23.08%	23.20%	22.94%

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	Fiscal Year 2015-16
Employee Contribution Rate	7.65%	7.65%	9.55%	10.35%	11.05%	11.65%
Employer Contribution Rate	13.62%	13.53%	17.29%	19.31%	20.51%	21.67%
Total Contribution Rate	21.27%	21.18%	26.84%	29.66%	31.56%	33.32%

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 regular 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 a pro-rated 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 a pro-rated sick leave benefit.

Holidays

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

The Town currently 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 th
Labor Day	First Monday in September
Veteran's Day	November 11 th
Thanksgiving Day	Fourth Thursday in November
Day after Thanksgiving (Personal Holiday)	Fourth Friday in November
Christmas Day	December 25 th

AFLAC

Voluntary supplemental insurance, offered at a group discount rate, which pays cash benefits when a policyholder has a covered accident or illness.

Fiscal Year 2015-2016					
Staff Positions by Department with Prior Year Comparisons					
(Excludes temporary and seasonal employees)					
Department/Position	FTE 12-13	FTE 13-14	FTE 14-15	FTE 15-16	Net Change
PROSECUTOR 41					
PARALEGAL	1.00	1.00	1.00	1.00	
TOTAL	1.00	1.00	1.00	1.00	0%
TOWN CLERK 42					
TOWN CLERK	1.00	1.00	1.00	1.00	
TOWN CLERK ASSISTANT/RECORDS TECH	1.00	1.00	1.00	1.00	
TOTAL	2.00	2.00	2.00	2.00	0%
TOWN MANAGER 43					
TOWN MANAGER	1.00	1.00	1.00	1.00	
ASST TOWN MANAGER	1.00	1.00	1.00	1.00	
ADMINISTRATIVE ASSISTANT	1.00		1.00	1.00	
ADMINISTRATIVE AIDE	2.00	2.00	0.50	0.50	
TOTAL	5.00	4.00	3.50	3.50	0%
HUMAN RESOURCES 44					
HR DIRECTOR				1.00	
HR ANALYST	1.00	1.00	1.00	1.00	
TOTAL	1.00	1.00	1.00	2.00	100%
MUNICIPAL COURT 45					
MAGISTRATE	1.00	1.00	1.00	1.00	
DEPUTY CLERK OF COURT	1.00	1.00	1.00	1.00	
COURT CLERK II	1.00	1.00	1.00	1.00	
COURT COORDINATOR	1.00	1.00	1.00	1.00	
TOTAL	4.00	4.00	4.00	4.00	0%
FINANCE 46					
FINANCE DIRECTOR	1.00	1.00	1.00	1.00	
SENIOR ACCOUNTANT	1.00	1.00	1.00	1.00	
ACCOUNTING CLERK	1.00	1.00	1.00	1.00	
TOTAL	3.00	3.00	3.00	3.00	0%
MIS 47					
IT TECHNICIAN	1.00	1.00	1.00	1.00	
GIS/CAD TECHNICIAN	1.00	1.00	1.00	1.00	
TOTAL	2.00	2.00	2.00	2.00	0%
PLANNING 55					
DEVELOPMENT SERVICES DIRECTOR	1.00	0.50	1.00	1.00	
PLANNING ASSISTANT	1.00	1.00	1.00	1.00	
TOTAL	2.00	1.50	2.00	2.00	0%

Fiscal Year 2015-2016					
Staff Positions by Department with Prior Year Comparisions					
(Excludes temporary and seasonal employees)					
Department/Position	FTE 12-13	FTE 13-14	FTE 14-15	FTE 15-16	Net Change
BUILDING INSPECTION 56					
BUILDING OFFICIAL	1.00	1.00	1.00	1.00	
PLANS EXAMINER/INSPECTOR	1.00	1.00	1.00	1.00	
ADMINISTRATIVE TECHNICIAN	1.00	1.00	1.00		
CODE ENFORCEMENT		1.00	1.00	1.00	
TOTAL	3.00	4.00	4.00	3.00	-25%
POLICE 60					
CHIEF OF POLICE	1.00	1.00	1.00	1.00	
LIEUTENANT	1.00	1.00	1.00	1.00	
DETECTIVE	2.00	2.00	2.00	3.00	
SERGEANT	4.00	4.00	4.00	4.00	
OFFICER	15.50	16.00	16.00	15.00	
TOTAL	23.50	24.00	24.00	24.00	0%
NON-SWORN STAFF					
CIVILIAN OFFICER	3.00	3.00	3.00	3.00	
MANAGEMENT ASSISTANT	1.50	1.00	1.00	1.00	
TOTAL	4.50	4.00	4.00	4.00	0%
ANIMAL CONTROL 61					
ANIMAL CONTROL OFFICER	1.00	1.00	2.00	1.00	
ADOPTION SPECIALIST / SHELTER TECHNICIAN	1.00	1.00	0.50	1.00	
PT ACO				0.50	
TOTAL	2.00	2.00	2.50	2.50	0%
RECREATION 63					
RECREATION	1.00	0.50	0.50	0.50	
TOTAL	1.00	0.50	0.50	0.50	0%
LIBRARY 64					
LIBRARY DIRECTOR	1.00	1.00	1.00	1.00	
CHILDRENS LIBRARIAN	1.00	1.00	1.00	1.00	
CATALOGER	1.00	1.00	1.00	1.00	
PART TIME CIRCULATION	1.00	1.00	1.00	1.00	
TOTAL	4.00	4.00	4.00	4.00	0%
SENIOR CENTER 66					
SENIOR CENTER SUPERVISOR	1.00	1.00	1.00	1.00	
SR. CENTER COOK	1.00	1.00	2.00	2.00	
ASSISTANT COOK	1.00	1.00	0.50	0.50	
TOTAL	3.00	3.00	3.50	3.50	0%

Fiscal Year 2015-2016					
Staff Positions by Department with Prior Year Comparisions					
(Excludes temporary and seasonal employees)					
Department/Position	FTE 12-13	FTE 13-14	FTE 14-15	FTE 15-16	Net Change
PARKS MAINTENANCE 68					
PARKS MAINTENANCE WORKER	3.00	3.00	3.00	3.00	
TOTAL	3.00	3.00	3.00	3.00	0%
AQUATIC CENTER 69					
RECREATION	1.50	1.00	0.50	0.50	
TOTAL	1.50	1.00	0.50	0.50	0%
FACILITIES MAINTENANCE 71					
FACILITIES MAINTENANCE WORKER	1.00	1.00	1.00	1.00	
LABORER I	1.00	1.00	1.00	1.00	
CUSTODIAN			0.50	0.50	
TOTAL	2.00	2.00	2.50	2.50	0%
FLEET MAITENANCE 73					
VEHICLE MAINT SUPERVISOR	1.00	1.00	1.00	1.00	
EQUIPMENT MECHANIC	1.00	2.00	2.00	2.00	
TOTAL	2.00	3.00	3.00	3.00	0%
ENGINEERING 74					
ASST PW ENGINEER	0.50	1.00	1.00	1.00	
TOTAL	0.50	1.00	1.00	1.00	0%
CUSTOMER SERVICE 75					
LEIN POSITION				1.00	
ADMIN CLERK II				2.00	
ADMINISTRATIVE TECHNICIAN				1.00	
TOTAL	-	-	-	4.00	400%
ROADS MAINTENANCE 02-78					
PW DIRECTOR/TOWN ENGINEER	1.00	1.00	1.00	1.00	
PW SUPERVISOR	1.00	1.00	1.00	1.00	
PW INSPECTOR	-	1.00	1.00	1.00	
EXEC ASSISTANT	1.00	1.00	1.00	1.00	
ADMIN CLERK		1.00	1.00		
HEAVY EQUIP. OPERATOR	2.00	2.00	2.00	2.00	
LABORER II	2.00	2.00	2.00	1.00	
MED. EQUIP. OPERATOR	2.00	2.00	2.00	2.00	
PARKS MAINTENANCE WORKER				1.00	
TOTAL	9.00	11.00	11.00	10.00	-9%

Fiscal Year 2015-2016					
Staff Positions by Department with Prior Year Comparisons					
(Excludes temporary and seasonal employees)					
Department/Position	FTE 12-13	FTE 13-14	FTE 14-15	FTE 15-16	Net Change
UTILITIES- WATER					
UTILITIES SUPERVISOR	1.00	1.00	0.50	0.50	
UTILITIES TECH II	1.00	1.00	1.00	1.00	
UTILITIES MAINT TECH	1.00	1.00	1.00	1.00	
ADMIN CLERK II	1.00	1.00	1.00	-	
TOTAL	4.00	4.00	3.50	2.50	-29%
SEWER ENTERPRISE					
UTILITIES SUPERVISOR	1.00	1.00	0.50	0.50	
PLANT OPERATOR				1.00	
UTILITIES TECH II	1.00	1.00	1.00	1.00	
UTILITIES MAINT TECH	1.00	1.00	1.00	1.00	
ADMIN CLERK II	1.00	1.00	1.00	-	
TOTAL	4.00	4.00	3.50	3.50	0%
TOTAL	87.00	89.00	89.00	91.00	2%

PERSONNEL SUMMARY BY FUND

Fiscal Year 2015-2016					
Staff Positions by Fund with Prior Year Comparisons					
(Excludes temporary and seasonal employees)					
Department	FTE 12-13	FTE 13-14	FTE 14-15	FTE 15-16	Net Change
GENERAL FUND					
PROSECUTOR 41	1.00	1.00	1.00	1.00	
TOWN CLERK 42	2.00	2.00	2.00	2.00	
TOWN MANAGER 43	5.00	4.00	3.50	3.50	
HUMAN RESOURCES 44	1.00	1.00	1.00	2.00	
MUNICIPAL COURT 45	4.00	4.00	4.00	4.00	
FINANCE 46	3.00	3.00	3.00	3.00	
MIS 47	2.00	2.00	2.00	2.00	
PLANNING 55	2.00	1.50	2.00	2.00	
BUILDING INSPECTION 56	3.00	4.00	4.00	3.00	
POLICE 60	23.50	24.00	24.00	24.00	
NON-SWORN STAFF	4.50	4.00	4.00	4.00	
ANIMAL CONTROL 61	2.00	2.00	2.50	2.50	
RECREATION 63	1.00	0.50	0.50	0.50	
LIBRARY 64	4.00	4.00	4.00	4.00	
SENIOR CENTER 66	3.00	3.00	3.50	3.50	
PARKS MAINTENANCE 68	3.00	3.00	3.00	3.00	
AQUATIC CENTER 69	1.50	1.00	0.50	0.50	
FACILITIES MAINTENANCE 71	2.00	2.00	2.50	2.50	
FLEET MAINTENANCE 73	2.00	3.00	3.00	3.00	
ENGINEERING 74	0.50	1.00	1.00	1.00	
CUSTOMER SERVICE 75				4.00	
TOTAL GENERAL FUND	70.00	70.00	71.00	75.00	6%
HURF FUND					
TOTAL HURF FUND	9.00	11.00	11.00	10.00	-9%
WATER ENTERPRISE					
TOTAL WATER ENTERPRISE	4.00	4.00	3.50	2.50	-29%
SEWER ENTERPRISE					
TOTAL SEWER ENTERPRISE	4.00	4.00	3.50	3.50	0%
TOTAL	87.00	89.00	89.00	91.00	2%

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

The Town prepares estimates of current year and future year revenues from all revenue sources. The first step in the process is to prepare a Revenue Manual annually that itemizes each revenue on a monthly basis and then projects each revenue forward for future fiscal years. The projections are based on each revenues history, seasonality, and other information available at the time. The Town considers current economic conditions, legislative changes and other factors when preparing projections. For State Shared Revenues, the Town receives estimates prepared by the Arizona League of Cities and Town each year as a basis for the projections.

The Table below summarizes each revenue for the current budget year and four subsequent years.

Town of Chino Valley					
Total Revenue Summary					
Description	Budget FY 15-16	Budget FY 16-17	Budget FY 17-18	Budget FY 18-19	Budget FY 19-20
GENERAL FUND					
CABLE FRANCHISE FEES	65,000	66,000	67,000	69,000	70,000
WATER FRANCHISE FEES	8,500	9,000	9,000	9,500	9,500
GAS FRANCHISE FEES	42,000	44,000	46,000	48,000	50,000
ELECTRIC FRANCHISE FEES	19,000	19,500	20,000	20,500	21,000
TOWN SALES TAX-RETAIL	3,550,000	3,656,500	3,766,195	3,879,181	3,995,556
CONSTRUCTION SALES TAX	330,000	335,000	341,000	348,000	355,000
BED TAX	24,000	24,500	25,000	25,550	26,112
BUILDING PERMITS	115,000	120,000	125,000	130,000	135,000
BUSINESS LICENSES	60,000	61,000	62,000	63,000	64,000
PLAN CHECK FEES	65,000	66,000	67,000	68,000	69,000
SIGN PERMITS	5,000	5,000	5,000	5,000	5,000
ZONING PERMITS	5,000	5,000	5,000	5,000	5,000
P.A.N.T.	30,000	30,000	30,000	30,000	30,000
VEHICLE LICENSE TAX	641,000	660,000	680,000	700,000	721,000
COUNTY LIBRARY FUNDS	109,000	111,180	113,404	115,672	117,985
SENIOR NUTRITION REVENUE	72,000	74,000	76,000	78,000	80,000
BULLET PROOF VEST PARTNERSHIP	2,500	2,500	2,500	2,500	2,500
STATE SHARED SALES TAX	1,033,000	1,074,000	1,117,000	1,162,000	1,208,000
STATE SHARED INCOME TAX	1,302,000	1,328,000	1,354,000	1,381,000	1,408,000
COPIER FEES	500	500	500	500	500
ENGINEERING SERVICES	2,500	2,500	2,500	2,500	2,500
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	47,000	48,000	49,000	50,000	51,000
AQUATIC CENTER CONCESSIONS	11,500	11,750	12,000	12,250	12,500
FACILITIES USE/UTILITY REIMBURSE	2,000	2,000	2,000	2,000	2,000
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
S/C NUTRITION PROGRAM INCOME	8,500	9,000	9,000	9,000	9,000
POLICE REPORTS	3,000	3,000	3,000	3,000	3,000

Town of Chino Valley
Total Revenue Summary

Description	Budget FY 15-16	Budget FY 16-17	Budget FY 17-18	Budget FY 18-19	Budget FY 19-20
ANIMAL CONTROL FEES	31,000	31,500	32,000	32,500	33,000
LIBRARY FINES	3,000	3,000	3,500	3,500	3,500
LOST BOOKS	1,000	1,000	1,000	1,000	1,000
TRAFFIC FINES	100,000	105,000	110,000	115,000	120,000
REIMBURSEMENT COURT ATTORNEY	5,000	5,000	5,000	5,000	5,000
ADMINISTRATIVE FEES-FINANCE	1,000	1,000	1,000	1,000	1,000
MISCELLANEOUS REVENUE	500	500	500	500	500
SENIOR CTR THRIFT STORE	1,500	1,500	1,500	1,500	1,500
SR CTR PROGRAM INCOME	2,000	2,000	2,000	2,000	2,000
INTEREST INCOME	500	500	500	500	500
TFRS FROM CAPITAL IMPROVE FUND	250,000	250,000	250,000	250,000	250,000
TFRS FROM PD SPECIAL REVENUE FUND	10,000	10,000	10,000	10,000	10,000
TOTAL GENERAL FUND	7,991,500	8,211,930	8,439,099	8,674,653	8,914,153
	5%	3%	3%	3%	3%
HIGHWAY USER REVENUE FUND					
RIGHT-OF-WAY PERMITS	1,000	1,000	1,000	1,000	1,000
DRIVEWAY PERMITS	500	500	500	500	500
INTEREST INCOME	500	500	500	500	500
HIGHWAY USER REVENUE	843,000	868,000	894,000	921,000	948,000
TRANSFER FROM GENERAL FUND	50,000	50,000	100,000	100,000	100,000
TOTAL HIGHWAY USER REVENUE FUND	895,000	920,000	996,000	1,023,000	1,050,000
	10%	3%	8%	3%	3%
CDBG GRANT					
CDBG GRANTS		-		300,000	
	-	-	-	300,000	-
WATER ENTERPRISE FUND					
WATER SERVICE FEES	365,000	383,000	402,000	422,000	443,000
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	63,000	63,000	63,000	63,000	34,000
BOND PROCEEDS - WIFA	4,545,000				
TFRS FROM CAPT. IMPROVEMENT FUND	150,000	150,000	150,000	150,000	150,000
TOTAL WATER ENTERPRISE FUND	5,188,000	661,000	680,000	700,000	692,000
	612%	-87%	3%	3%	-14%
CAPITAL IMPROVEMENT FUND					
1% TPT REVENUES-RETAIL/OTHER	1,304,000	1,343,000	1,383,000	1,424,000	1,467,000
1% CONSTRUCTION TPT REVENUES	93,000	95,000	97,000	99,000	101,000
1% BED TAX REVENUES	12,000	11,500	11,750	12,000	12,250
MISC. CAPITAL PROJECTS	2,000,000	2,000,000	2,000,000	2,000,000	2,000,000
YAVAPAI COUNTY DRAINAGE DISTRICT	650,000				
CYMPO 1 NORTH SIGNAL				650,000	
TFRS IN FROM ROAD IMPACT FEES	529,000				
TOTAL CAPITAL IMPROVEMENT FUND	4,588,000	3,449,500	3,491,750	4,185,000	3,580,250
	-29%	-25%	1%	20%	-14%
SEWER ENTERPRISE FUND					
SEWER SERVICE FEES	1,453,500	1,569,780	1,695,362	1,830,991	1,977,470
SEWER SYSTEM BUY-IN FEES	150,000	150,000	150,000	150,000	150,000
CHINO MEADOWS SEWER HOOKUPS	-	-	-	-	45,000
MISCELLANEOUS REVENUE	34,000	35,000	36,000	37,000	38,000
INTEREST INCOME	500	500	500	500	500
BOND PROCEEDS - WIFA	500,000				
TOTAL SEWER ENTERPRISE FUND	2,138,000	1,755,280	1,881,862	2,018,491	2,210,970
	39%	-18%	7%	7%	10%

Town of Chino Valley					
Total Revenue Summary					
Description	Budget FY 15-16	Budget FY 16-17	Budget FY 17-18	Budget FY 18-19	Budget FY 19-20
GRANTS FUND					
TOTAL GRANTS FUND	3,385,000	500,000	500,000	500,000	500,000
	577%	-85%	0%	0%	0%
DEBT SERVICE FUND					
TFRS FROM CAPITAL IMPROVE FUND	737,000	741,744	741,544	882,294	930,344
TOTAL DEBT SERVICE FUND	737,000	741,744	741,544	882,294	930,344
	0%	1%	0%	19%	5%
SPECIAL REVENUE FUND - COURT					
COURT IMPROVEMENT FEES	7,000	7,000	7,000	7,000	7,000
COURT COLLECTION FEES	2,400	2,400	2,400	2,400	2,400
INTEREST INCOME-LGIP	100	100	100	100	100
TOTAL SPECIAL REVENUE FUND	9,500	9,500	9,500	9,500	9,500
	-8%	0%	0%	0%	0%
CAPITAL ASSET REPLACEMENT FUND					
INTEREST INCOME LGIP	500	500	500	500	500
CARRYOVER	-	-	-	-	-
TOTAL CAPITAL ASSET REPLACEMENT FUN	500	500	500	500	500
	-98%	0%	0%	0%	0%
SPECIAL REVENUE FUND - PD					
INTEREST INCOME LGIP					
VEHICLE HEARING FEE REVENUE	15,000	15,000	15,000	15,000	15,000
VEHICLE TOWING FEE	15,000	15,000	15,000	15,000	15,000
VEHICLE IMPOUND FEE REVENUE	15,000	15,000	15,000	15,000	15,000
TOTAL SPECIAL REVENUE FUND -PD	45,000	45,000	45,000	45,000	45,000
	-7%	0%	0%	0%	0%
LIGHTING IMPROVEMENT DISTRICTS					
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
TOTAL LIGHTING IMPROVEMENT DISTRICTS	4,000	4,000	4,000	4,000	4,000
	0%	0%	0%	0%	0%
TOTAL REVENUE PLUS CARRYOVER AND TRANSFERS	24,981,500	16,298,454	16,789,255	18,342,438	17,936,718
	33%	-35%	3%	9%	-2%

EXPENDITURE PROJECTIONS – 5 YEAR

The Town prepares estimates of current year and future year expenses for each department. The Town projected Salaries and Fringe Benefits to increase 2% each year. Operating Expenses are projected to increase between 2 and 3% each year unless other information is available to base the projection on. Capital is based on the actual item or planned project for future fiscal years.

The Table below summarizes each department by fund for the current budget year and four subsequent years.

Town of Chino Valley							
Total Expenditure Summary by Department							
	Description	2015-16 Adopted Budget	% Change Adopted to Adopted	2016-17 Projected	2017-18 Projected	2018-19 Projected	2019-20 Projected
GENERAL FUND							
	41 PROSECUTOR	130,600	6%	133,008	135,476	137,973	140,501
	42 TOWN CLERK	197,600	-19%	218,320	195,202	219,248	204,859
	43 TOWN MANAGER	392,500	-3%	400,814	409,294	417,944	426,767
	44 HUMAN RESOURCES	195,300	180%	199,626	203,018	206,479	210,008
	45 MUNICIPAL COURT	261,900	-16%	266,552	272,297	277,637	283,074
	46 FINANCE	329,200	8%	334,296	340,494	346,896	353,404
	47 MGMT INFORMATION	273,600	11%	282,422	275,504	278,648	281,855
	50 MAYOR AND COUNCIL	33,000	4%	33,000	33,000	33,000	33,000
	55 PLANNING	186,300	9%	189,560	192,885	196,277	199,737
	56 BUILDING INSPECTION	277,100	1%	284,476	289,342	294,499	299,749
	60 POLICE	2,651,800	1%	2,752,486	2,803,393	2,904,851	2,933,578
	61 ANIMAL CONTROL	123,300	-14%	125,366	127,269	129,211	131,191
	63 RECREATION	63,800	-8%	64,410	65,032	65,667	66,314
	64 LIBRARY	309,600	8%	314,872	320,249	325,734	331,329
	66 SENIOR CENTER	242,400	5%	243,923	248,106	252,350	256,657
	68 PARKS MAINTENANCE	333,200	-16%	341,836	350,545	359,308	359,126
	69 AQUATICS CENTER	244,900	-2%	248,174	251,483	254,829	258,212
	71 FACILITIES MAINTENANCE	345,900	0%	349,230	353,403	357,119	361,379
	73 FLEET MAINTENANCE	341,000	1%	346,110	351,302	356,578	361,940
	74 ENGINEERING	122,000	63%	124,282	126,610	128,984	131,405
	75 CUSTOMER SERVICE	0		0	0	0	0
	95 NON DEPARTMENTAL	993,500	8%	956,500	1,002,500	1,012,000	1,019,000
	TOTAL GENERAL FUND	8,048,500	2%	8,209,263	8,346,406	8,555,233	8,643,085
HIGHWAY USER REVENUE FUND							
	278 ROAD MAINTENANCE	1,014,000	-16%	929,790	993,855	1,008,203	1,059,837
CDBG GRANTS							
	390 CDBG PROJECTS	-		-	-	300,000	-

Town of Chino Valley							
Total Expenditure Summary by Department							
	Description	2015-16 Adopted Budget	% Change Adopted to Adopted	2016-17 Projected	2017-18 Projected	2018-19 Projected	2019-20 Projected
WATER ENTERPRISE FUND							
	482 WATER UTILITY OPERATION	484,200	-21%	488,104	472,867	476,990	472,576
	495 WATER ENTERPRISE FUND EX	4,646,000	4459%	104,363	102,663	100,813	103,813
		5,130,200	619%	592,467	575,530	577,803	576,389
CAPITAL IMPROVEMENT FUND							
	590 MISC CAPITAL PROJECTS	4,406,000	-70%	3,152,000	3,142,000	3,932,000	3,330,000
SEWER ENTERPRISE FUND							
	683 SEWER	751,200	-24%	735,034	744,005	753,115	753,667
	695 CAP/DEBT CONTINGENCIES	1,453,000	88%	953,238	953,238	953,238	953,238
		2,204,200	26%	1,688,272	1,697,243	1,706,353	1,706,905
GRANTS FUND							
	7 GRANTS	3,385,000	-2%	500,000	500,000	500,000	500,000
DEBT SERVICE FUND							
	8 DEBT SERVICE	737,000	-1%	741,744	741,544	882,294	930,344
SPECIAL REVENUE FUND COURT							
	9 SPECIAL REV FUND	38,500	10%	9,500	1,000	1,000	1,000
CAPITAL ASSET REPLACEMENT							
	10 ASSET REPLACEMENT EXPEN	10,000	0%	10,000	10,000	10,000	10,000
IMPACT FEE FUNDS							
	11 TOTAL IMPACT FEES	608,000	-39%	-	-	-	-
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	0%	4,000	4,000	4,000	4,000
	TOTAL EXPENDITURES	25,625,400	-20%	15,877,036	16,051,578	17,516,885	16,801,559

OTHER COMMUNITY COMPARISONS

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 community's annual financial report.
- Each community's 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, 2015.
- 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.

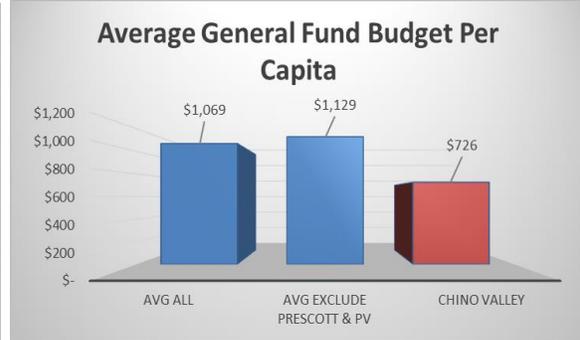
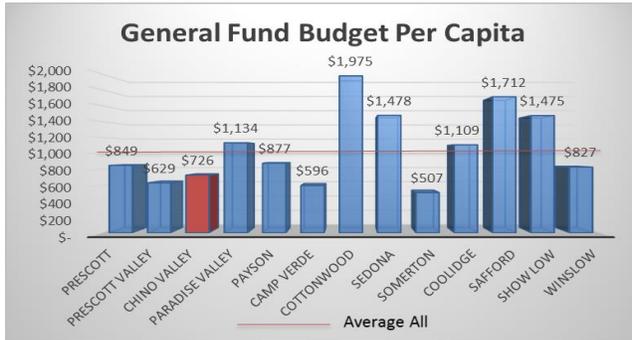
The Town looked at 10 Communities in Arizona with comparable populations to Chino Valley along with the neighboring communities of Prescott and Prescott Valley. Six of the Communities were in Yavapai County. For each data point reviewed the Town calculated an average for all and an average excluding Prescott and Prescott Valley due to their higher population size.

Total Budget Per Capita



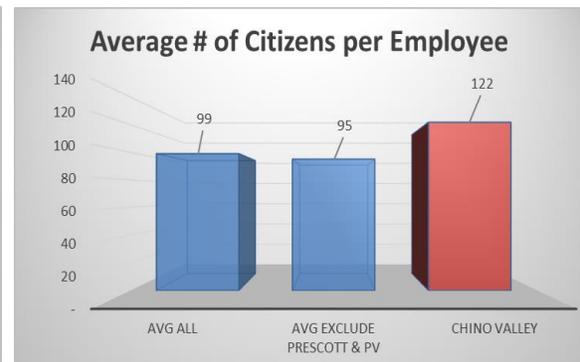
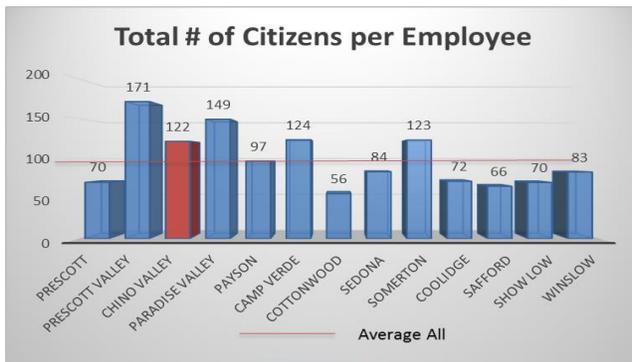
Chino Valley Total Budget Per Capita ranks seventh out of the thirteen community's compared but below the average of all the cities and towns compared.

General Fund Budget Per Capita



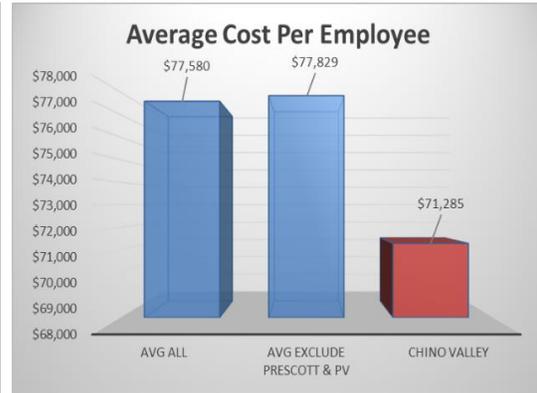
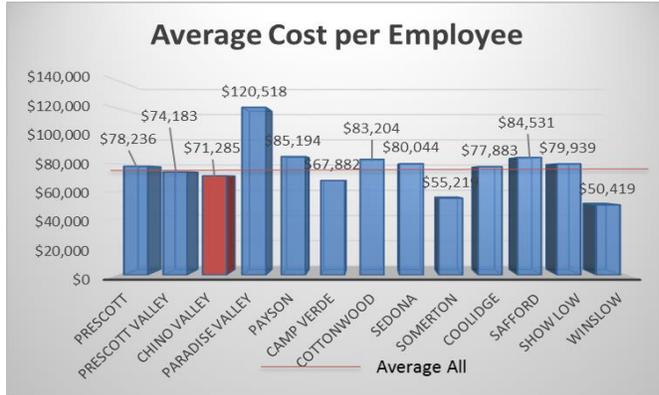
Chino Valley General Fund Budget Per Capita ranks tenth out of the thirteen community's compared and 32% below the average of all the cities and towns compared.

Total Number of Citizens Per Employee



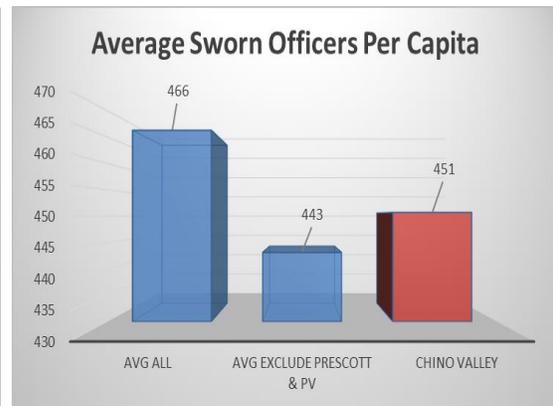
Chino Valley's Total Number of Citizens Per Employee ranks fifth out of the thirteen community's compared and is 24% higher than the average of all the cities and towns compared.

Average Cost Per Employee



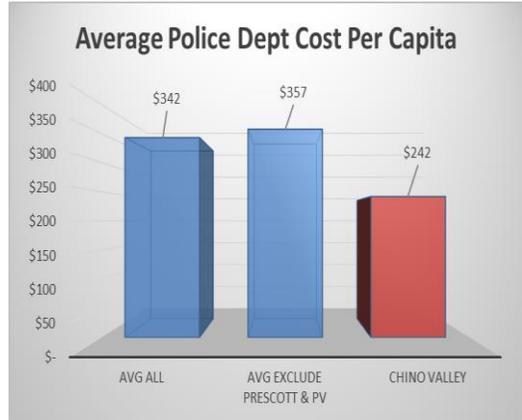
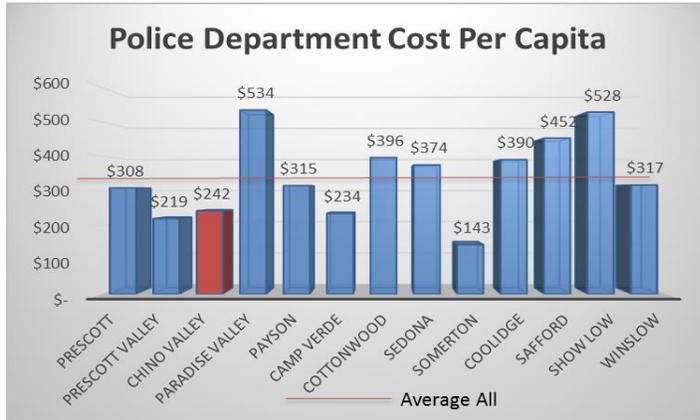
Chino Valley's Average Cost per Employee ranks tenth out of the thirteen community's compared and is 8% lower than the average of all the cities and towns compared.

Number of Sworn Officers Per Capita



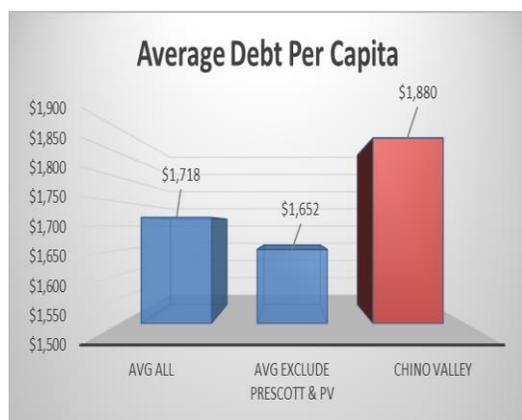
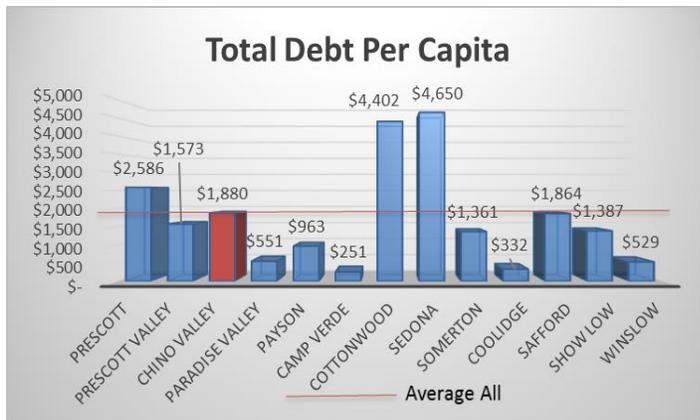
Chino Valley's Number of Sworn Officers Per Capita ranks seventh out of the thirteen community's compared and is slightly lower than the average of all the cities and towns compared.

Police Department Cost Per Capita



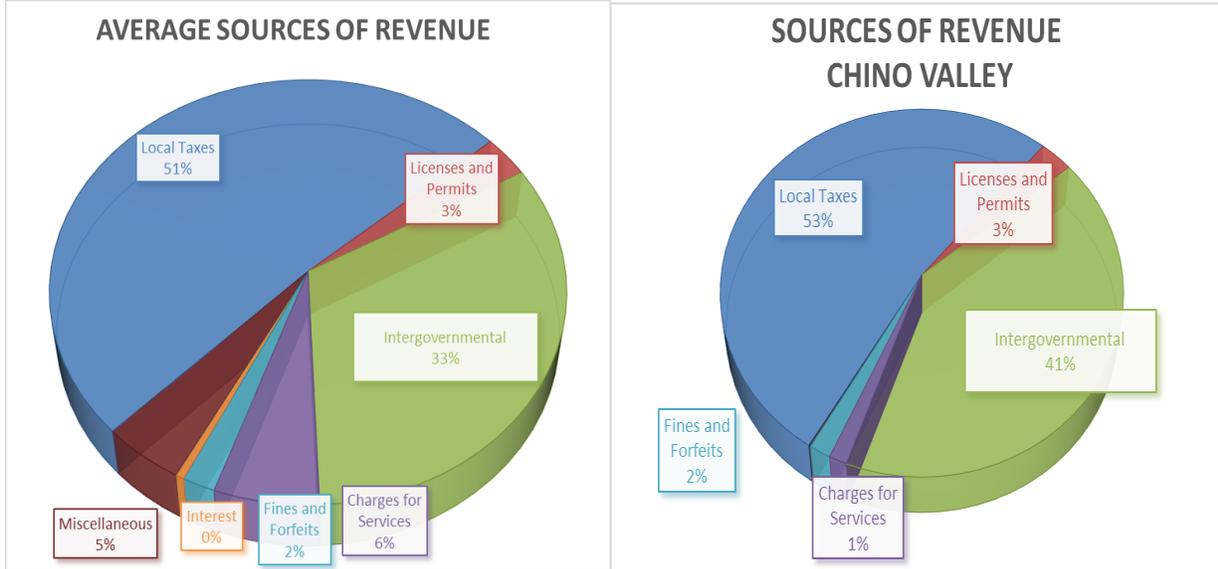
Chino Valley's Police Department Cost Per Capita ranks tenth out of the thirteen community's compared and is 29% lower than the average of all the cities and towns compared.

Total Debt Per Capita



Chino Valley's Total Debt Per Capita ranks fourth out of the thirteen community's compared and is 10% higher than the average of all the cities and towns compared.

Sources of Revenue



Chino Valley compared its sources of Revenue with the other communities. Local Taxes are the main source of revenue followed by Intergovernmental Revenues. Chino Valley ranks higher on Intergovernmental Revenues and relies less on Charges for Services and Miscellaneous Revenues than other communities.

OFFICAL BUDGET FORMS

TOWN OF CHINO VALLEY

Fiscal Year 2016

TOWN OF CHINO VALLEY

TABLE OF CONTENTS

Fiscal Year 2016

Schedule A—Summary Schedule of Estimated Revenues and Expenditures/Expenses

Schedule B—Tax Levy and Tax Rate Information

Schedule C—Revenues Other Than Property Taxes

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

Schedule E—Expenditures/Expenses by Fund

Schedule F—Expenditures/Expenses by Department

Schedule G—Full-Time Employees and Personnel Compensation

TOWN OF CHINO VALLEY
Summary Schedule of Estimated Revenues and Expenditures/Expenses
Fiscal Year 2016

FUND	ADOPTED BUDGETED EXPENDITURES/EXPENSES* 2015	ACTUAL EXPENDITURES/EXPENSES ** 2015	FUND BALANCE/NET ASSETS*** July 1, 2015**	PROPERTY TAX REVENUES 2016	ESTIMATED REVENUES OTHER THAN PROPERTY TAXES 2016	OTHER FINANCING 2016		INTERFUND TRANSFERS 2016		TOTAL FINANCIAL RESOURCES AVAILABLE 2016	BUDGETED EXPENDITURES/EXPENSES 2016
						SOURCES	<USES>	IN	<OUT>		
1. General Fund	\$ 7,854,300	\$ 7,302,218	\$ 4,143,503	Primary: \$ 7,741,500 Secondary: \$	\$ 7,741,500	\$	\$	\$ 260,000	\$ 50,000	\$ 12,095,003	\$ 8,001,500
2. Special Revenue Funds	5,013,350	1,979,100	505,144		4,288,500			50,000	10,000	4,833,644	4,471,500
3. Debt Service Funds Available	741,932	741,932	289,713					737,000		1,026,713	737,000
4. Less: Amounts for Future Debt Retirement											
5. Total Debt Service Funds	741,932	741,932	289,713					737,000		1,026,713	737,000
6. Capital Projects Funds	13,889,578	7,455,501	1,162,453		4,061,000			529,000	1,666,000	4,086,453	3,393,000
7. Permanent Funds											
8. Enterprise Funds Available	2,467,614	2,410,801	11,828,483		7,172,500			150,000		19,150,983	7,334,400
9. Less: Amounts for Future Debt Retirement											
10. Total Enterprise Funds	2,467,614	2,410,801	11,828,483		7,172,500			150,000		19,150,983	7,334,400
11. Internal Service Funds											
12. TOTAL ALL FUNDS	\$ 29,966,774	\$ 19,889,552	\$ 17,929,296		\$ 23,263,500	\$	\$	\$ 1,726,000	\$ 1,726,000	\$ 41,192,796	\$ 23,937,400

EXPENDITURE LIMITATION COMPARISON

	2015	2016
1. Budgeted expenditures/expenses	\$ 29,966,774	\$ 23,937,400
2. Add/subtract: estimated net reconciling items		
3. Budgeted expenditures/expenses adjusted for reconciling items	29,966,774	23,937,400
4. Less: estimated exclusions		
5. Amount subject to the expenditure limitation	\$ 29,966,774	\$ 23,937,400
6. EEC or voter-approved expenditure limitation	\$ 29,966,774	\$ 23,937,400

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 2016

	2015	2016
1. Maximum allowable primary property tax levy. A.R.S. §42-17051(A)	\$ _____	\$ _____
2. Amount received from primary property taxation in the current year 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) Current year's levy	\$ _____	
(2) Prior years' levies	_____	
(3) Total primary property taxes	\$ _____	
B. Secondary property taxes		
(1) Current 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 ⁽¹⁾	_____	_____
(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 2016

SOURCE OF REVENUES	ESTIMATED REVENUES 2015	ACTUAL REVENUES* 2015	ESTIMATED REVENUES 2016
GENERAL FUND			
Local taxes			
Sales Taxes	\$ 3,755,363	\$ 3,723,643	\$ 3,904,000
Franchise Taxes	142,000	134,293	134,500
Licenses and permits			
Building Permits	100,000	154,039	125,000
Business Licenses	57,000	56,712	60,000
Plan Check Fees	50,000	74,365	65,000
Other Licenses and Permits	10,000	9,151	10,000
Intergovernmental			
State Shared Sales Tax	977,000	983,764	1,033,000
State Shared Income Tax	1,309,000	1,309,464	1,302,000
Vehicle License Tax	597,000	624,308	641,000
Yavapai County Library Funds	101,500	102,233	109,000
Police Dept Grants	20,500	29,374	32,500
Senior Nutrition Grant	58,000	63,149	72,000
Charges for services			
Engineering Fees	2,500	4,400	2,500
Parks & Recreation Fees	8,500	6,328	8,500
Senior Nutrition Program Fees	18,500	13,221	18,000
Facility Use Fees	3,000	1,856	3,000
Police Report Fees	63,000	71,509	73,500
Aquatic Center Fees	2,600	414	2,500
Other Charges for Services			
Fines and forfeits			
Animal Control Fees	24,000	34,265	31,000
Library Fines	4,100	3,947	4,000
Court Fines and Forfeitures	90,000	97,489	105,000
Interest on investments			
Interest	550	897	500
Contributions			
Sponsorships	2,000	1,115	2,000
Senior Center Thrift Store	1,000	1,448	1,500
Friends of the Library	4,800		
Miscellaneous			
Other Revenues	2,300	5,860	1,500
Total General Fund	\$ 7,404,213	\$ 7,515,744	\$ 7,741,500

* 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.

SPECIAL REVENUE FUNDS**Highway User Revenue Fund**

Highway User Revenue	\$ 805,000	\$ 824,316	\$ 843,000
Interest	1,000	827	500
Miscellaneous	1,350	4,602	1,500
	<u>\$ 807,350</u>	<u>\$ 829,745</u>	<u>\$ 845,000</u>

CDBG Grants	\$ 264,000	\$ 264,000	\$
	<u>\$ 264,000</u>	<u>\$ 264,000</u>	<u>\$</u>

Miscellaneous Grants	\$ 3,470,000	\$ 500,000	\$ 3,385,000
	<u>\$ 3,470,000</u>	<u>\$ 500,000</u>	<u>\$ 3,385,000</u>

Special Revenue Fund-Court	\$ 15,600	\$ 9,705	\$ 9,500
Special Revenue Fund-PD	40,000	53,450	45,000
Lighting Improvement Districts #1, #2, #3	4,000	4,000	4,000
	<u>\$ 59,600</u>	<u>\$ 67,155</u>	<u>\$ 58,500</u>

Total Special Revenue Funds \$ 4,600,950 \$ 1,660,900 \$ 4,288,500

CAPITAL PROJECTS FUNDS

Impact Fee Funds	\$ 1,111	\$ 3,317	\$
Capital Improvements Fund	13,841,560	5,656,255	4,060,500
Replacement Fund	500	24,220	500
	<u>\$ 13,843,171</u>	<u>\$ 5,683,792</u>	<u>\$ 4,061,000</u>

Total Capital Projects Funds \$ 13,843,171 \$ 5,683,792 \$ 4,061,000

ENTERPRISE FUNDS

Water Enterprise Fund	\$ 433,000	\$ 497,392	\$ 5,038,000
Sewer Enterprise Fund	1,504,423	1,550,928	2,134,500
	<u>\$ 1,937,423</u>	<u>\$ 2,048,320</u>	<u>\$ 7,172,500</u>

Total Enterprise Funds \$ 1,937,423 \$ 2,048,320 \$ 7,172,500

TOTAL ALL FUNDS \$ 27,785,757 \$ 16,908,756 \$ 23,263,500

* 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 2016

<u>FUND</u>	<u>OTHER FINANCING</u> <u>2016</u>		<u>INTERFUND TRANSFERS</u> <u>2016</u>	
	<u>SOURCES</u>	<u><USES></u>	<u>IN</u>	<u><OUT></u>
GENERAL FUND				
Capital Improvement Fund	\$	\$	\$ 250,000	\$
PD Special Revenue			10,000	
General Fund				50,000
Total General Fund	\$	\$	\$ 260,000	\$ 50,000
SPECIAL REVENUE FUNDS				
HURF Fund			50,000	
Special Revenue - PD				10,000
Total Special Revenue Funds	\$	\$	\$ 50,000	\$ 10,000
DEBT SERVICE FUNDS				
Capital Improvement Fund	\$	\$	\$ 737,000	\$
Total Debt Service Funds	\$	\$	\$ 737,000	\$
CAPITAL PROJECTS FUNDS				
Capital Improvement Fund	\$	\$	\$ 529,000	\$ 1,137,000
Road Impact Fee Fund				529,000
Total Capital Projects Funds	\$	\$	\$ 529,000	\$ 1,666,000
ENTERPRISE FUNDS				
Water Enterprise	\$	\$	\$ 150,000	\$
Total Enterprise Funds	\$	\$	\$ 150,000	\$
TOTAL ALL FUNDS	\$	\$	\$ 1,726,000	\$ 1,726,000

TOWN OF CHINO VALLEY
Summary by Department of Expenditures/Expenses Within Each Fund Type
Fiscal Year 2016

FUND/DEPARTMENT	ADOPTED BUDGETED EXPENDITURES/ EXPENSES 2015	EXPENDITURE/ EXPENSE ADJUSTMENTS APPROVED 2015	ACTUAL EXPENDITURES/ EXPENSES* 2015	BUDGETED EXPENDITURES/ EXPENSES 2016
GENERAL FUND				
Prosecutor	\$ 122,800	\$	\$ 122,400	\$ 130,600
Town Clerk	244,100		203,650	197,600
Town Manager	406,600		418,100	392,500
Human Resources	69,850		62,650	195,300
Magistrate Court	312,550		311,450	261,900
Finance	304,450		305,350	329,200
Mgmt Info Systems	245,650		231,350	273,600
Mayor & Council	31,750		30,750	33,000
Planning	170,850		159,750	186,300
Building Inspection	273,500		266,700	277,100
Police	2,613,000		2,599,698	2,651,800
Animal Control	143,850		143,850	123,300
Recreation	69,400		39,750	63,800
Library	287,700		282,900	309,600
Senior Center	230,750		232,200	242,400
Parks	396,500		355,400	333,200
Aquatic Center	249,750		239,150	244,900
Facilities Maintenance	346,650		326,450	345,900
Fleet Maintenance	336,600		326,950	341,000
Engineering	74,750		74,750	122,000
Non-Departmental	556,250		521,970	566,500
Contingency	367,000		47,000	380,000
Total General Fund	\$ 7,854,300	\$	\$ 7,302,218	\$ 8,001,500
SPECIAL REVENUE FUNDS				
Highway User Revenue Fund	\$ 1,200,350	\$	\$ 1,156,600	\$ 1,014,000
CDBG Grant Fund	264,000		264,000	
Miscellaneous Grants Fund	3,470,000		500,000	3,385,000
Special Revenue Fund -- Court	35,000		14,500	38,500
Special Revenue Fund -- PD	40,000		40,000	30,000
Lighting Improvement Districts	4,000		4,000	4,000
Total Special Revenue Funds	\$ 5,013,350	\$	\$ 1,979,100	\$ 4,471,500
DEBT SERVICE FUNDS				
Debt Service Fund	\$ 741,932	\$	\$ 741,932	\$ 737,000
Total Debt Service Funds	\$ 741,932	\$	\$ 741,932	\$ 737,000
CAPITAL PROJECTS FUNDS				
Capital Improvements Fund	\$ 13,776,000	\$	\$ 6,574,686	\$ 3,304,000
Impact Fees Funds	103,578		870,815	79,000
Asset Replacement Fund	10,000		10,000	10,000
Total Capital Projects Funds	\$ 13,889,578	\$	\$ 7,455,501	\$ 3,393,000
ENTERPRISE FUNDS				
Water Enterprise Fund	\$ 713,700	\$	\$ 603,083	\$ 5,130,200
Sewer Enterprise Fund	1,753,914		1,807,718	2,204,200
Total Enterprise Funds	\$ 2,467,614	\$	\$ 2,410,801	\$ 7,334,400
TOTAL ALL FUNDS	\$ 29,966,774	\$	\$ 19,889,552	\$ 23,937,400

* 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 2016

DEPARTMENT/FUND	ADOPTED BUDGETED EXPENDITURES/ EXPENSES 2015	EXPENDITURE/ EXPENSE ADJUSTMENTS APPROVED 2015	ACTUAL EXPENDITURES/ EXPENSES * 2015	BUDGETED EXPENDITURES/ EXPENSES 2016
Prosecutor				
General Fund	\$ 122,800	\$	\$ 122,400	\$ 130,600
Department Total	\$ 122,800	\$	\$ 122,400	\$ 130,600
Town Clerk				
General Fund	\$ 244,100	\$	\$ 203,650	\$ 197,600
Department Total	\$ 244,100	\$	\$ 203,650	\$ 197,600
Town Manager				
General Fund	\$ 406,600	\$	\$ 418,100	\$ 392,500
Department Total	\$ 406,600	\$	\$ 418,100	\$ 392,500
Human Resources				
General Fund	\$ 69,850	\$	\$ 62,650	\$ 195,300
Department Total	\$ 69,850	\$	\$ 62,650	\$ 195,300
Municipal Court				
General Fund	312,550		311,450	261,900
Grants Fund	25,000			
Special Revenue Fund	\$ 35,000	\$	\$ 14,500	\$ 38,500
Department Total	\$ 372,550	\$	\$ 325,950	\$ 300,400
Finance				
General Fund	\$ 304,450	\$	\$ 305,350	\$ 329,200
Department Total	\$ 304,450	\$	\$ 305,350	\$ 329,200
Mgmt Info Systems				
General Fund	\$ 245,650	\$	\$ 231,350	\$ 273,600
Department Total	\$ 245,650	\$	\$ 231,350	\$ 273,600
Mayor and Council				
General Fund	\$ 31,750	\$	\$ 30,750	\$ 33,000
Department Total	\$ 31,750	\$	\$ 30,750	\$ 33,000
Planning				
General Fund	\$ 170,850	\$	\$ 159,750	\$ 186,300
Grants Fund	25,000			
Department Total	\$ 195,850	\$	\$ 159,750	\$ 186,300
Building Inspection				
General Fund	\$ 273,500	\$	\$ 266,700	\$ 277,100
Department Total	\$ 273,500	\$	\$ 266,700	\$ 277,100
Police				
General Fund	2,613,000		2,599,698	2,651,800
Grants Fund	100,000			
Impact Fee Fund	\$ 79,014	\$	\$ 20,200	\$ 63,000
Special Revenue Fund	40,000		40,000	30,000
Department Total	\$ 2,832,014	\$	\$ 2,659,898	\$ 2,744,800
Animal Control				
General Fund	\$ 143,850	\$	\$ 143,850	\$ 123,300
Department Total	\$ 143,850	\$	\$ 143,850	\$ 123,300

TOWN OF CHINO VALLEY
Summary by Department of Expenditures/Expenses
Fiscal Year 2016

DEPARTMENT/FUND	ADOPTED BUDGETED EXPENDITURES/ EXPENSES 2015	EXPENDITURE/ EXPENSE ADJUSTMENTS APPROVED 2015	ACTUAL EXPENDITURES/ EXPENSES * 2015	BUDGETED EXPENDITURES/ EXPENSES 2016
Recreation				
General Fund	\$ 69,400	\$	\$ 39,750	\$ 63,800
Grants Fund	25,000			
Impact Fee Fund	24,564		24,615	16,000
Department Total	\$ 118,964	\$	\$ 64,365	\$ 79,800
Library				
General Fund	\$ 287,700	\$	\$ 282,900	\$ 309,600
Grants Fund	50,000			
Department Total	\$ 337,700	\$	\$ 282,900	\$ 309,600
Senior Center				
General Fund	\$ 230,750	\$	\$ 232,200	\$ 242,400
Grants Fund	25,000			
Department Total	\$ 255,750	\$	\$ 232,200	\$ 242,400
Parks Maintenance				
General Fund	\$ 396,500	\$	\$ 355,400	\$ 333,200
Grants Fund	25,000			
Department Total	\$ 421,500	\$	\$ 355,400	\$ 333,200
Aquatics Center				
General Fund	\$ 249,750	\$	\$ 239,150	\$ 244,900
Department Total	\$ 249,750	\$	\$ 239,150	\$ 244,900
Facilities Maintenance				
General Fund	\$ 346,650	\$	\$ 326,450	\$ 345,900
Department Total	\$ 346,650	\$	\$ 326,450	\$ 345,900
Fleet Maintenance				
General Fund	\$ 336,600	\$	\$ 326,950	\$ 341,000
Department Total	\$ 336,600	\$	\$ 326,950	\$ 341,000
Engineering				
General Fund	\$ 74,250	\$	\$ 74,750	\$ 122,000
Department Total	\$ 74,250	\$	\$ 74,750	\$ 122,000
Non-Departmental				
General Fund	\$ 923,250	\$	\$ 568,970	\$ 996,500
CDBG Grant	264,000		264,000	
Debt Service Fund	741,932		741,932	737,000
Capital Improvement Fund	13,776,000		7,400,686	3,304,000
Public Works Grant	3,145,000		500,000	3,385,000
Asset Replacement Fund	10,000		10,000	10,000
Grant Fund Transit	50,000			-
Department Total	\$ 18,910,182	\$	\$ 9,485,588	\$ 8,432,500

TOWN OF CHINO VALLEY
Full-Time Employees and Personnel Compensation
Fiscal Year 2016

FUND	Full-Time Equivalent (FTE) 2016	Employee Salaries and Hourly Costs 2016			Retirement Costs 2016	Healthcare Costs 2016	Other Benefit Costs 2016	Total Estimated Personnel Compensation 2016
		Hourly Costs	Salaries and Hourly Costs	2016				
GENERAL FUND	75.0 \$	3,976,508 \$	582,771 \$	593,280 \$	397,444 = \$	5,550,003		
SPECIAL REVENUE FUNDS								
Highway User Revenue	10.0 \$	492,173 \$	56,452 \$	77,976 \$	63,104 = \$	689,705		
Total Special Revenue Funds	10.0 \$	492,173 \$	56,452 \$	77,976 \$	63,104 = \$	689,705		
ENTERPRISE FUNDS								
Water Enterprise Fund	2.5 \$	102,980 \$	11,812 \$	18,747 \$	11,633 = \$	145,172		
Sewer Enterprise Fund	3.5	179,183	20,552	23,359	18,605	241,699		
Total Enterprise Funds	6.0 \$	282,163 \$	32,364 \$	42,106 \$	30,238 = \$	386,871		
TOTAL ALL FUNDS	91.0 \$	4,750,844 \$	671,587 \$	713,362 \$	490,786 = \$	6,626,579		

BUDGET RESOLUTION – ADOPT TENTATIVE BUDGET

BUDGET RESOLUTION – ADOPT EXPENDITURE LIMITATION

GLOSSARY

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 proprietary 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-to-day 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

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	LTAFA - 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	