

ANNUAL BUDGET



FISCAL YEAR 2024-2025

TOWN OF CHINO VALLEY, ARIZONA



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May 22, 2024

Honorable Mayor and Town Council,

As we prepare for the upcoming fiscal year, I am pleased to present the proposed budget that aims to address and align with the strategic priorities you have set for our community. This budget reflects our shared commitment to fostering a prosperous, secure, and vibrant Chino Valley.

The Town remains financially stable, maintaining operational budgets that are strategically designed to not rely on one-time revenues for ongoing expenses. This prudent financial planning ensures that essential services are sustainably funded year-over-year. However, it is important to note that inflation has impacted costs across the board, affecting everything from procurement to project execution. Despite these challenges, our careful budget management and proactive financial strategies have kept us in a robust position to continue delivering quality services to our community.

Enclosed in this budget packet, you will find detailed allocations and plans structured around the key priorities as illustrated in the recently updated Council Priorities chart. These priorities are Effective Government, Quality of Life, Water & Land Stewardship, Quality Infrastructure, and Financial Stability. Some key investments proposed for fiscal year 2024-25 under each of these areas are highlighted below.

Effective Government

- Addition of 5.5 FTEs (\$482,167)
- 1 Streets Maintenance Worker
- 1 Parks Maintenance Worker
- 2 Police Officers
- 1 Part-time Police Services Specialist
- 1 Part-time Library Clerk
- 1 Part-time temporary Court Clerk
- 4% COLA and up to a 2% merit
- \$15,500 increase for Police training
- \$29,500 increase for bullet proof vests and uniforms for Police
- \$20,000 education and tuition reimbursement enhancement

Quality of Life

- \$250,000 investment in re-writing the zoning code (part of the General Plan action items)
- \$500,000 construction of new pickleball courts (if funding can be obtained through grants or contributions)
- \$2,100 funding increase for Yavapai Family Advocacy Center for supporting families in our community

Water & Land Stewardship

- \$5,050,000 for wastewater treatment plant improvements
- \$2,400,000 for continued PFAS remediation and efforts to supply redundancy in our water system
- \$285,000 for the purchase of land at Del Rio Springs
- \$65,000 for other water system improvements
- \$25,000 investment to move forward with the Peavine Trail



Quality Infrastructure

- \$3,720,000 for utility extension projects (if funding can be obtained through grants)
- \$1,010,000 for N Reed Road reconstruction from W Road 1 North to W Road 2 North
- \$450,000 for Outer Loop Road preservation treatment from S Road 1 West to SR-89
- \$75,000 for asphalt patching equipment
- \$20,000 for quarterly street sweeping
- \$20,000 for an infrastructure management system.

Financial Stability

- All funds are expected to maintain a positive fund balance in excess of required reserve policies
- Continued efforts to explore untapped revenue sources
- Continued economic development outreach to solicit new businesses to join our community

It is important to note that this past year has seen a slowdown in building permits and a decline in construction-related revenues. This dip has prompted us to carefully monitor financial inflows and adjust our budget projections accordingly to maintain fiscal prudence. Although we anticipate some relief with the commencement of several larger housing projects which should invigorate our construction revenue, it remains crucial that we continue to explore additional revenue sources. Exploring new financial avenues is essential to safeguarding the Town's fiscal stability amid ongoing economic shifts, and our team is committed to in-depth research in this area during the next fiscal year.

This budget is designed to address the immediate operational needs of our town while also strategically investing in long-term improvements that will benefit our residents for years to come. Our aim is to enhance the resilience of our community, promote sustainable growth, and improve the overall quality of life in Chino Valley.

Thank you for your continued dedication to the prosperity and well-being of Chino Valley.

Warm regards,

Cindy Blackmore

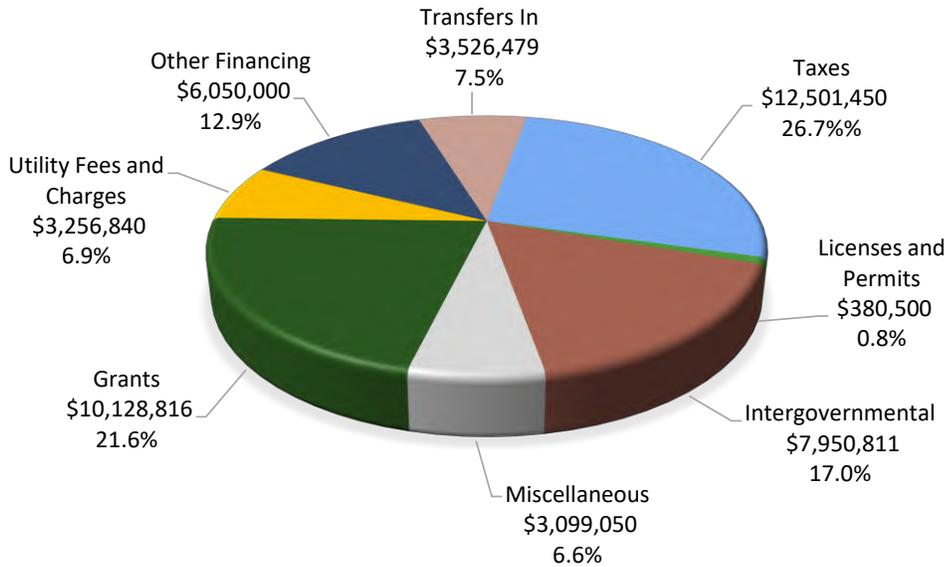
Cindy Blackmore
Town Manager
Town of Chino Valley



FY 2024-25 BUDGET IN BRIEF

REVENUES: \$46,893,946

The Town receives money from various sources, such as transaction privilege tax, intergovernmental revenues from the State of Arizona and Yavapai County, utility fees and charges, grant revenues, other financing sources (bonds and loans), and transfers.



Revenue Summary	
Revenues and Other Financing Sources	FY 2024-25 Budget
Taxes	\$ 12,501,450
Licenses and Permits	380,500
Intergovernmental	7,950,811
Miscellaneous:	
Charges for Services	124,550
Fines and Forfeitures	200,500
Other	2,774,000
Grants	10,128,816
Utility Fees and Charges	3,256,840
Subtotal Revenues	\$ 37,317,467
Other Financing	6,050,000
Transfers In	3,526,479
Total Revenues and Other Sources	\$ 46,893,946
Increase/(Decrease) in Fund Balance Reserves	\$ (9,089,841)

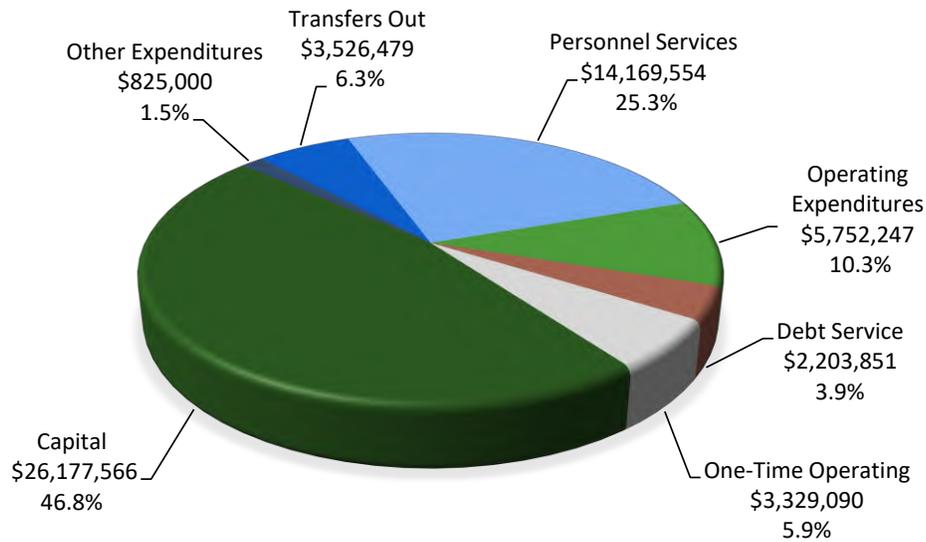
The full budget for the Town can be viewed online at www.chinoaz.net/198/Financial-Reports or you can contact the Finance Department at (928) 636-2646.



FY 2024-25 BUDGET IN BRIEF

EXPENDITURES: \$55,983,787

The Town manages several funds to provide essential services to residents, including public safety, parks and recreation, library services, streets, planning and zoning, and general administrative support. Additional funds are allocated for capital projects, debt service, and transfers.



Expenditure Summary	
Expenditures and Other Financing Uses	FY 2024-25 Budget
Personnel Services	\$ 14,169,554
Operating Expenditures	5,752,247
One-Time Operating	3,329,090
Other Expenditures	825,000
Capital	26,177,566
Debt Service	2,203,851
Total Expenditures	\$ 52,457,308
Transfers Out	3,526,479
Total Expenditures and Other Uses	\$ 55,983,787

Major Capital Projects for FY 2024-25

- Reed Road Reconstruction
- Outer Loop Road Preservation Treatment
- Wastewater Treatment Plant Improvements
- PFAS Remediation Plan (New Well/Pump)



INTRODUCTION



Council Profiles

Mayor Jack Miller

Jack W. Miller was born in Dallas, Texas in 1957, the baby of seven children. His father was an Aerospace Engineer and mother was a homemaker. During Jack’s childhood, their family moved and lived in several states, settling in Phoenix in 1966. He completed high school and then relocated to Prescott after a weekend visit, where he began his career with U.S. Electrical Motors. He worked there as a machinist from 1975 through 1987. It was there he met his wife Jeri, they were married in 1981, and then relocated to Chino Valley.

In 1987, he accepted employment with the Chino Valley Fire District as a fire fighter, which he says was the “best job in the world”. During his career with the Fire District, he earned his A.A. degree in Fire Science and Business Administration. He worked with the Fire District through 2010, retiring as a Battalion Chief, due to a knee injury. Jack and Jeri have two sons, who both live in Kingman, Arizona, with their families. Their sons each work for local fire departments. Mayor Miller says he has always worked as a builder throughout his career and continues today. Through the years, the most rewarding to him has been to be a public servant; he has always enjoyed trying to find a resolution to people’s problems.



Mayor Miller's Term Expires DECEMBER of 2024

Vice-Mayor Tom Armstrong



Councilmember Armstrong has lived in Chino Valley for about 16 years and is now retired. Prior to being elected to Council in 2020, Tom served on the Chino Valley Planning and Zoning Commission for which he served as the vice chairman.

Tom stated his goals for the town include assisting in the proper management of the town by listening and acting upon the voices of the community. His highest priority is to maintain a dedicated and adequate water system for the people of Chino Valley and to increase the possibilities of new businesses locating to Chino Valley.

Vice-Mayor Armstrong's Term Expires DECEMBER of 2024



Councilmember Eric Granillo

I was born at Yavapai Regional Medical Center (YRMC) in Prescott, AZ in 1980. I was raised in Mayer and Prescott Valley. In 1992, I moved to Chino Valley. My immediate family: father, mother, and brother with his family, all live in Chino Valley. I am married to Adriana “Audie” Granillo. We have three beautiful children: Eric “Andrew”, Alexia, and Elijah. Two of my oldest children graduated from Chino Valley High School (CVHS). I also graduated from CVHS in 1998. When attending college, I found it was not for me. It was during that time I started my own business. We still run the business and currently have 18 employees. As a small business owner and an entrepreneur, I am passionate about small business and real estate. My hobbies include traveling, spending time with my family, philosophy, reading, and sports.



We enjoy volunteering in many events and in our community, to help people in any way that we can. Being a public servant is something that was in my heart to do for my Town that I grew up in. As a first-generation US Citizen, I believe it is my duty to make this Country, State, Town, the best it can be. It all starts at home with family. Family, including my wife, is the most important thing to me. We have no plans of leaving the Town of Chino Valley and we want to make it the best community for everyone. My father would always tell me, “If you’re going to do something, do it right!” Whatever I do, I give it my all. I am here to work for you. Thank you for your votes and for letting me serve you.

- Eric Granillo

Councilmember Granillo's Term Expires DECEMBER of 2024

Councilmember John McCafferty



Councilmember McCafferty was appointed to Council in August of 2021 to fill a vacant seat. He ran and was elected to an open seat in 2022. Before retiring, John worked as an administrator for the Federal Bureau of Prisons. When running for office, John stated he hoped to update the General Plan, continue to improve infrastructure, and create conditions for economic development. He said updating the general plan is critically important as the current general plan is outdated. Until a new General Plan is in place council will follow the current general plan, which was approved by voters.

“I mean what I say and I say what I mean. I am predicable,” John said. “I follow the rules because when you try to take short cuts is when you run into problems. I have no hidden agenda. I’m here because I love the community where I live.” John served on the town Planning and Zoning Commission and other boards. He also works with youth soccer, and he ran for council because of his commitment to public service. He moved to Chino Valley in 2016. He majored in political science at ASU.

Councilmember McCafferty's Term Expires DECEMBER of 2026



Councilmember Annie Perkins

Councilmember Perkins was elected to her second term on Town Council in 2020. She served as Vice-Mayor from July 2021 - December 2022. During her tenure on Council she has also served on the Public Safety Subcommittee and the Economic Development Subcommittee. Prior to election to Town Council, Annie served on the Planning and Zoning Commission. Annie has stated that her ongoing priorities include developing the recreation side of Old Home Manor, promoting youth activities and quality-of-life decisions, supporting fundraisers for great causes, continuing to shop locally, and celebrating our shared victories; all while advocating for responsible and sustainable growth.

Annie, who moved to Arizona from Ohio in 1995, is an active wife and mother, dedicated to her family, youth sports and education, various 501(c)3 organizations and is a vocal advocate for foster children and adoption resources, our honorable military, veterans, police officers and firefighters.

Councilmember Perkins' term Expires DECEMBER of 2024



Councilmember Sherri Phillips



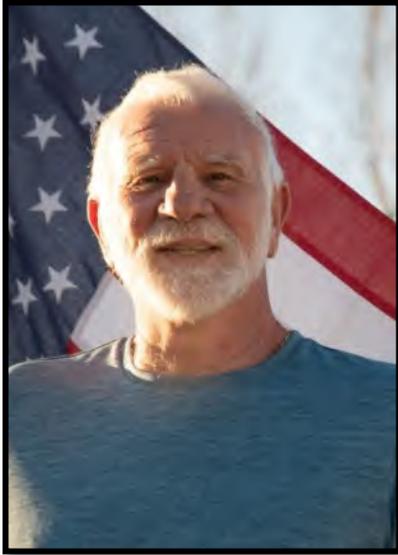
Councilmember Phillips was elected to her first term on Town Council in 2022. She was born Sherri L. Clingman at Camp Pendleton Marine Base in San Diego, California. In 1968, after her father retired from the Marine Corp, Sherri's family moved back to Arizona, their home state. (Her dad graduated from Ash Fork High School and her mom graduated from a high school in Mesa.) Sherri attended Chino Valley schools from second to ninth grade after which she attended Prescott High School.

Sherri and her husband Scott Phillips have two daughters and four grandchildren. Even though she was born at Camp Pendleton and lived in Barstow before moving to Chino Valley, she considers Chino Valley her family's home as two daughters and four grandchildren live here. Phillips worked in retail before taking her current job as office manager at a chiropractic office in Chino Valley.

Councilmember Phillip's Term Expires DECEMBER of 2026



Councilmember Bob Schacherer



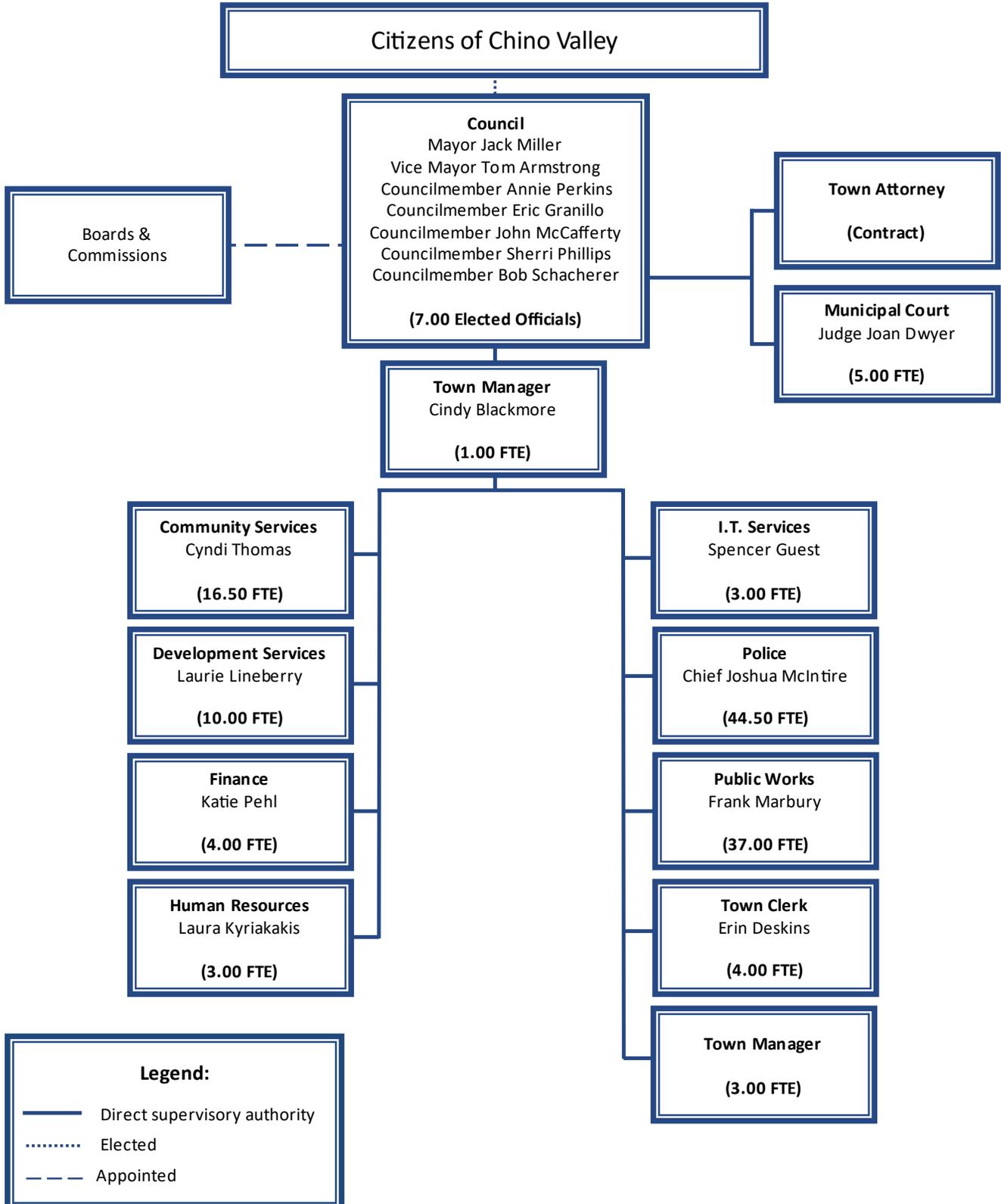
Councilmember Schacherer was elected to his first term on Town Council in 2022. Bob said he loves Chino Valley because of the open spaces, people, roosters and cows. He said the people are friendly as they always look forward. He attended a gathering at Memory Park where he noticed all the parents stayed close to their kids. “That’s the small-town feel,” he said.

Bob, who drove a truck for 46 years, said he has no political background as he likes to get all the information in and process it before making a decision. Bob said because he’s retired he can give 100% of his time to serving on the Town Council. “I’m not a developer, Realtor or in construction,” he said. Born and raised in Dayton, Kentucky, he started truck driving right after high school. He volunteers for Meals on Wheels and Hospice.

Councilmember Schacherer's Term Expires DECEMBER of 2026



Organization Chart





Staff Leadership Team

- Town Manager Cindy Blackmore
- Assistant to the Town Manager Terri Denemy
- Community Services Director.....Cyndi Thomas
- Development Services Director Laurie Lineberry
- Economic Development/Intergov. Manager..... Maggie Holmberg
- Finance Director Katie Pehl
- Human Resources Director Laura Kyriakakis
- Information Technology Manager Spencer Guest
- MagistrateJoan Dwyer
- Police Chief.....Joshua McIntire
- Public Works Director Frank Marbury
- Town ClerkErin Deskins

Assistant Leadership Team

- Assistant Development Services Director Will Dingee
- Police Lieutenant..... Randy Chapman
- Police Lieutenant.....Amy Chamberlain
- Assistant Town EngineerSteven Sullivan
- Deputy Town Clerk..... Sara Burchill



Community Profile

Governmental Structure



Council Meeting in Action

Chino Valley operates under a council-manager government. Six council members are elected at large on a nonpartisan ballot for four-year terms, while the mayor is elected at large for a two-year term, also on a nonpartisan ballot.

The Council is responsible for setting public policies, approving board and commission appointments, making planning and development decisions, and adopting new laws. The Council appoints the Town Manager to implement these policies and oversee daily operations.

Council meetings are held at 6:00 p.m. on the second and fourth Tuesday of each month at Chino Valley Town Hall, located at 202 N. State Route 89. All meetings are open to the public, with agendas and minutes available on the Town’s website at www.chinoaz.net.

Location and Land Area

Located just northwest of Prescott and surrounded by sandy-hued Gama grasses and gentle rolling hills, Chino Valley, encompassing approximately 63 square miles, is a peaceful retreat where residents and visitors can escape the big-city lifestyle and embrace outdoor adventures. Known for its vibrant restaurant scene, local microbrewery, and vineyard, Chino Valley offers unique experiences that celebrate the local flavor.



Antelope Grazing in the Hills



Horses Roam a Desert Trail

On clear nights, brilliant constellations and bright stars light up the sky, a natural spectacle visible from anywhere in town. With abundant open spaces, it’s common to see locals riding horseback or off-roading along Perkinsville Road, exploring the vast beauty of the high desert. At an elevation of 5,300 feet, Chino Valley enjoys cooler summers and mild winters with occasional snowfall. The community takes pride in its rural character, valuing relaxation and a quiet lifestyle.



History



Chino Valley Landscape

Chino Valley’s history began when Arizona was declared a U.S. Territory on February 24, 1863. Shortly after, on December 23, 1863, Fort Whipple was established near Del Rio Springs in Chino Valley, serving as the site of Arizona's first Territorial government. In May 1864, Fort Whipple moved closer to Prescott, but settlers soon began homesteading the area, marking the start of Chino Valley’s long tradition of farming and ranching.

In 1909, the Atchison, Topeka & Santa Fe Railroad and the Fred Harvey organization furthered this agricultural legacy by purchasing a local farm to supply milk, eggs, meat, and produce to Fred Harvey Houses along the Santa Fe Railroad. The arrival of the railroad signaled a new era for Chino Valley, particularly with the creation of Jerome Junction, a major transfer point where the narrow gauge from Jerome, AZ connected with the

Santa Fe Railroad running from Prescott to the main line at Ash Fork. Jerome Junction quickly became a bustling hub with stockyards, a Wells Fargo office, a post office, a school, and a hotel.

In May 1920, the railroad line from Jerome was relocated further north, leading to the gradual decline of Jerome Junction. Although it remained a stop on the Santa Fe line, most activities shifted westward along Highway 89, with many buildings relocated there as well. From the 1920s through the late 1940s, most families in Chino Valley were involved in farming and ranching. Dairy farming saw a resurgence from the mid-1950s through 1965, but rising costs for electricity and irrigation soon made farming increasingly unprofitable. As farm revenue declined, land values rose, prompting many landowners to sell their properties for new homes and businesses.

Education



Aerial of Chino Valley High School

The local school system in Chino Valley includes two elementary schools, a middle school, and a high school, all of which maintain strong community ties and take pride in their sports programs.



Aerial of Yavapai College Chino Valley Center

Chino Valley is also home to Yavapai College’s Chino Valley Agribusiness & Science Technology Center, which offers courses in agriculture technology, horticulture, animal care, canine care, service dog training, equine care, linework, and construction. The campus also features a Commercial Driving Program and an ADOT-authorized CDL testing site.



Public Safety

The Chino Valley Police Department of 44.5 FTEs (Full-Time Equivalents) is committed to proactive public safety through state-of-the-art policing methods and efficient budget management. By fostering innovative ideas among staff, the department maximizes resources to deliver high-quality law enforcement services and ensure the safety of the community. Fire service is made available through the Chino Valley Fire District.



Chino Valley Police Station



Animal Shelter Van and Staff

Animal Control plays a vital role by enforcing animal-related codes, managing the Animal Shelter, issuing dog licenses, and responding to public complaints, ensuring the well-being of both residents and pets in the community.

Utilities

The Town provides water and sewer services to a portion of its residents, with 1,138 metered water accounts and 2,552 active sewer accounts.

It maintains the water supply and distribution system, operating two wells and managing 22.8 miles of water mains and 38 miles of wastewater collection lines. The treatment plant can process over 500,000 gallons of wastewater daily for recharge.



Wastewater Treatment Plant

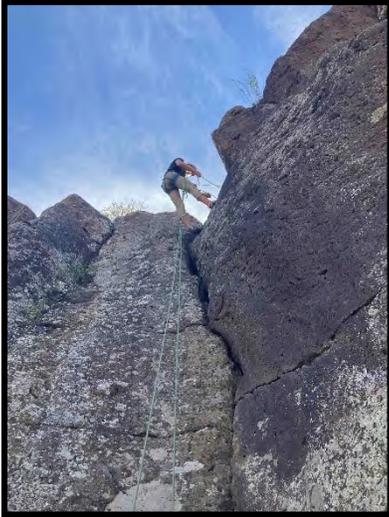
The Town is not the sole water provider in the area, as another municipality and seven other water companies serve some sections of the community.



Utility Line Repair



Culture and Recreation



Sullivan Canyon Rescue Training

Residents relish nearby hiking trails and other areas that provide endless outdoor adventures.

Chino Valley's lesser-known treasures include a heartfelt 9/11 Memorial, the Chino Valley Equestrian Center, the scenic Peavine Trail, a shooting range, and an RC Flying Field. Each of these unique spots adds to the charm and character of this close-knit community, making it a haven for outdoor enthusiasts and those seeking a peaceful, rural lifestyle.



Ballfields

Economic Development

The Economic Development Division aims to strengthen the Town's financial stability by expanding the local business base and increasing Transaction Privilege Tax (TPT) revenues from commercial and retail sectors.



New Falling Prices Store

The Town strives to attract new businesses, support the growth of existing businesses, and foster a vibrant commercial environment that appeals to both residents and visitors.



Pepperjacks New Location



Statistics

Employment Rate



45.9%

Total Housing Units



5,754

Median Household Income



\$55,682

Bachelor's Degree or Higher Education



20.8%

Median Age



51.5

Population



13,815

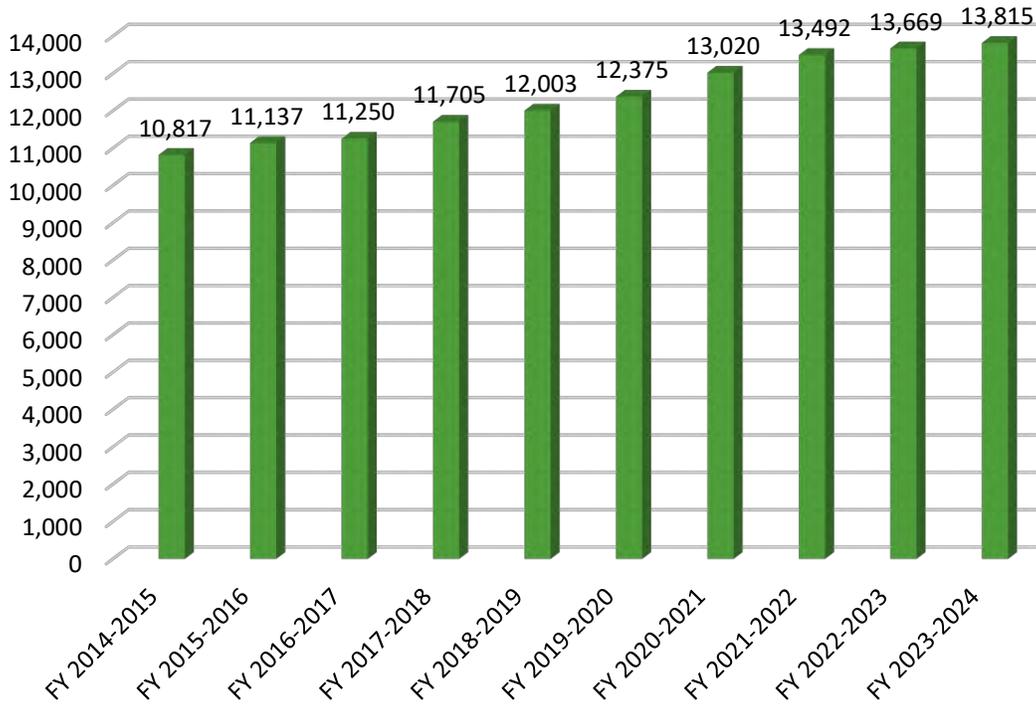
Top Employers

Employer	Employees
Chino Valley Unified School	353
Safeway	85
Town of Chino Valley	124
CAFMA In CV	35
Bonnie Plant	19
Arizona Highway Safety Specialists	37
Chino Heating & Cooling	31
A2Z Home Center	24
Circle L Animal Hospital	22
	<u>730</u>

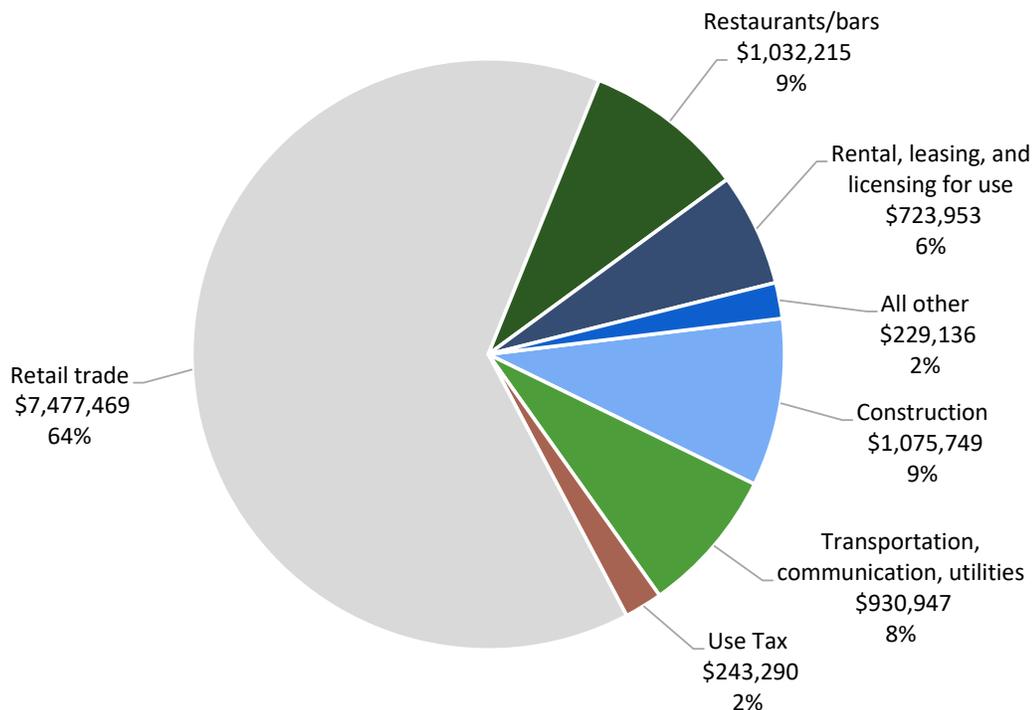
Sources: U.S. Census Bureau and Arizona Department of Economic Security.



Population by Fiscal Year



Transaction Privilege Tax by Category



Sources: U.S. Census Bureau and Arizona Department of Economic Security.



STRATEGIC GOALS



Town of Chino Valley

WHO WE ARE

Chino Valley is a peaceful, rural community that supports recreation and regional tourism. We are committed to preserving our community's expansive vistas, endless grasslands, and starry night skies while supporting limited and sustainable growth. We honor our proud agricultural and equestrian tradition.

OUR VISION

Make Chino Valley a desirable place to build a future.

OUR MISSION

To provide services and opportunities that keep Chino Valley a safe, desirable place to live, grow, and thrive.

OUR VALUES

*Safety
Integrity
Honesty
Transparency
Communication*



Council Strategic Priorities and Goals

				
Effective Government	Quality of Life	Water & Land Stewardship	Quality Infrastructure	Financial Stability
Connected Community	Safe & Secure Community	Sustainable Water Supply	Infrastructure & Asset Management	Prosperous Community
Collaborate & Engage	Sustainable Development	Natural Resources & Open Spaces	Sustainable Circulation	Recreation & Tourism Opportunities
Transparent Government	Respect Character & Culture		Expand Water & Sewer System	Local Shopping Opportunities
Innovative & High Performing Organization	Recreation for All Ages			

Strategic Priorities and Goal Setting Process

The Council conducts annual reviews of strategic priorities to ensure that our planning and resources align with the evolving needs of our community. During the most recent strategic review meeting in February 2024, councilmembers had the opportunity to assess current initiatives, integrate new priorities, and define goals. This meeting served as a crucial platform for dialogue and decision-making, allowing the Council to dynamically adjust Chino Valley’s strategies to better serve the community. These annual reviews further ensure that efforts are comprehensive and reflective of the community's immediate and long-term needs.



Strategic Outcomes, Goals, and Performance Metrics Overview

In this budget book, new goals and performance measures for each department are being introduced, specifically designed to align with the Council’s Strategic Plan. This effort ensures that each department’s activities and objectives are directly connected to broader strategic outcomes, providing clear direction and measurable impact.

On the next page, a table that highlights each department and the strategic priority and goals it supports is presented. Following this table, each department has a dedicated section where performance metrics are listed in detail. For each metric, the following information is available:

- **Target or Baseline:** The starting point or intended goal for each metric.
- **Actual Results:** Performance data from Fiscal Years 2021-22, 2022-23, and 2023-24, giving a historical view of progress. *Note: As the majority of performance measures are new for FY 2024-25, historical progress may not be available which is indicated by N/A.*
- **FY 2024-25 Forecast:** An outlook for the current fiscal year.

The results and forecast are accompanied by a colored arrow indicating the anticipated trajectory of the metric:



Green Arrow: Positive trend toward goal.



Yellow Arrow: Neutral trend, maintaining performance or on watch.



Red Arrow: Negative trend, signaling a need for intervention or adjustment.

After this, there is a detailed breakdown of each metric, covering its description, importance, and connection to the strategic outcome and specific goals. This approach provides a transparent, data-driven framework to assess departmental effectiveness and support ongoing alignment with the Council’s strategic priorities.



Strategic Outcomes and Goals by Department

Strategic Outcome	Goal	Community Services	Development Services	Finance	Human Resources	Information Technology	Municipal Court	Police	Public Works	Town Clerk	Town Manager
Effective Government 	Connected Community									X	X
	Collaborate and Engage				X	X	X		X	X	X
	Transparent Government		X	X				X		X	X
	Innovative and High Performing Organization	X		X	X			X	X	X	X
Quality of Life 	Safe and Secure Community		X				X	X			
	Sustainable Development		X								
	Respect Character & Culture		X								
	Recreation for All Ages	X									
Water & Land Stewardship 	Sustainable Water Supply								X		
	Natural Resources and Open Spaces		X								X
Quality Infrastructure 	Infrastructure and Asset Management	X				X			X		X
	Sustainable Circulation								X		
	Expand Water and Sewer System								X		
Financial Stability 	Prosperous Community			X							X
	Recreation and Tourism Opportunities										X
	Local Shopping Opportunities										X



Community Services Department Performance Metrics

Line No.	Metric	Target or Baseline	Actual FY 21-22	Actual FY 22-23	Actual FY 23-24	Forecast FY 24-25
1	% of Library operations and staff structure reorganized to improve customer experiences and streamline services for on-site and off-site patrons.	100%	N/A	N/A	N/A	↑ 100%
2	% of Senior Center kitchen renovation project completed.	100%	N/A	N/A	N/A	↑ 100%
3	# of alternative funding sources researched and pursued for the Community Center Park ballfield lighting project.	3	N/A	N/A	N/A	↑ 3
4	% of scoping and design completed for recreation amenities in Phase III of Community Center Park and other area parks, including Appaloosa Meadows and Center Street Park.	100%	N/A	N/A	N/A	→ 50%
5	% of progress made toward connecting the Peavine Trail to Prescott's northern portion.	100%	N/A	N/A	N/A	→ 50%

Line No.	Metric	Metric Description	Importance of Metric	Strategic Outcome	Goal
1	% of Library operations and staff structure reorganized to improve customer experiences and streamline services for on-site and off-site patrons.	This metric tracks the progress of restructuring efforts to improve the Library's service offerings.	To ensure the successful reorganization of Library operations to support the Library's goal of meeting evolving customer needs and increasing access to its resources.	Effective Government 	Innovative and High-Performing Organization
				Quality of Life 	Recreation for All Ages
2	% of Senior Center kitchen renovation project completed.	This metric tracks the percentage of the Senior Center kitchen renovation project that has been completed, measuring progress toward the full completion of the renovation work.	To ensure the timely and successful completion of the renovation, improving the facility's functionality, safety, and service delivery for the community.	Quality Infrastructure 	Infrastructure and Asset Management



Community Services Department Performance Metrics

Line No.	Metric	Metric Description	Importance of Metric	Strategic Outcome	Goal
3	# of alternative funding sources researched and pursued for the Community Center Park ballfield lighting project.	This metric tracks the number of alternative funding sources researched and actively pursued for the Community Center Park ballfield lighting project, measuring efforts to secure external financial support.	To identify and obtain alternative funding for the ballfield lighting project, reducing the financial burden on the Town while enhancing the park's facilities. Ensuring the project can be completed efficiently and sustainably.	Quality of Life 	Recreation for All Ages
4	% of scoping and design completed for recreation amenities in Phase III of Community Center Park and other area parks, including Appaloosa Meadows and Center Street Park.	This metric tracks the percentage of scoping and design work completed for new recreation amenities in Phase III of Community Center Park, Appaloosa Meadows, and Center Street Park, measuring progress toward finalizing designs for these projects.	To ensure timely and thorough planning and design of recreational amenities, supporting the goal of providing residents with improved recreational spaces and fostering community engagement.	Quality of Life 	Recreation for All Ages
5	% of progress made toward connecting the Peavine Trail to Prescott's northern portion.	This metric tracks the percentage of progress made toward connecting the Peavine Trail to Prescott's northern portion, measuring advancements in planning, coordination, and construction efforts.	To ensure timely progress in achieving the connectivity of the Peavine Trail with Prescott's northern portion, enhancing regional trail access for residents and visitors, while promoting outdoor activity.	Quality of Life 	Recreation for All Ages



Development Services Department Performance Metrics

Line No.	Metric	Target or Baseline	Actual FY 21-22	Actual FY 22-23	Actual FY 23-24	Forecast FY 24-25
1	% of progress made toward updating the noise ordinance.	100%	N/A	N/A	N/A	↑ 100%
2	% of completion of the Landscape Code rewrite.	100%	N/A	N/A	N/A	↑ 100%
3	% of completion of the "Non-Domestic Animals" text amendment adoption process.	100%	N/A	N/A	N/A	↑ 100%
4	% of completion of the "Metal Storage Container" text amendment adoption process.	100%	N/A	N/A	→ 50%	↑ 100%
5	% of completion of the review and adoption process for the 2024 Building Codes.	100%	N/A	N/A	N/A	↑ 100%
6	% of progress in securing a consultant to assist with the Zoning Code rewrite, with guidance from the Zoning Code Update Committee.	100%	N/A	N/A	N/A	↑ 100%
7	% of General Plan implementation actions completed.	100%	N/A	N/A	N/A	↑ 100%
8	% of completion of the large-scale solar field ordinance development, including the dissolution of the Solar Energy Advisory Committee.	100%	N/A	N/A	N/A	↑ 100%



Development Services Department Performance Metrics

Line No.	Metric	Metric Description	Importance of Metric	Strategic Outcome	Goal
1	% of progress made toward updating the noise ordinance.	This metric tracks the progress of updating the noise ordinance, including stages such as drafting, reviewing, public consultation, and final approval by the appropriate governing bodies.	To ensure the noise ordinance is updated to reflect current community needs and standards, improving quality of life for residents by addressing noise concerns and promoting a peaceful environment.	Quality of Life 	Respect Character and Culture
2	% of completion of the Landscape Code rewrite.	This metric tracks the progress of the Landscape Code rewrite, covering all phases from drafting and review to public consultation and final approval by the appropriate governing bodies.	To ensure the Landscape Code addresses the current environmental, aesthetic, and community needs, and improving the overall appearance and functionality of public and private spaces.	Quality of Life 	Respect Character and Culture
3	% of completion of the "Non-Domestic Animals" text amendment adoption process.	This metric tracks the progress of adopting the "Non-Domestic Animals" text amendment, from the drafting phase through public consultation, review, and final adoption by the appropriate authorities.	To ensure the timely adoption of the "Non-Domestic Animals" text amendment, updating regulations to promoting safety, clarity, and compliance with local standards.	Quality of Life 	Respect Character and Culture
4	% of completion of the "Metal Storage Container" text amendment adoption process.	This metric tracks the progress of adopting the "Metal Storage Container" text amendment, covering all stages from drafting and public feedback to final approval and implementation.	To ensure the timely adoption of the "Metal Storage Container" text amendment, providing clear guidelines for the use and placement of metal storage containers in the community, promoting safety and aesthetics.	Quality of Life 	Respect Character and Culture



Development Services Department Performance Metrics

Line No.	Metric	Metric Description	Importance of Metric	Strategic Outcome	Goal
5	% of completion of the review and adoption process for the 2024 Building Codes.	This metric tracks the progress of reviewing and adopting the 2024 Building Codes, encompassing all phases from initial review, public and stakeholder consultation, to the final adoption and implementation.	To ensure the timely review and adoption of the 2024 Building Codes, promoting updated building standards that enhance safety, sustainability, and compliance with modern construction practices.	Quality of Life 	Sustainable Development Safe and Secure Community
6	% of progress in securing a consultant to assist with the Zoning Code rewrite, with guidance from the Zoning Code Update Committee.	This metric tracks the progress of securing a qualified consultant to assist with the Zoning Code rewrite, ensuring the process is conducted with expert guidance and in coordination with the Zoning Code Update Committee.	To ensure the timely engagement of an expert consultant for the Zoning Code rewrite, to facilitate a thorough update process that aligns with community needs and improves land use management and planning for the Town.	Quality of Life  Effective Government 	Sustainable Development Transparent Government
7	% of General Plan implementation actions completed.	This metric tracks the progress of implementing the actions outlined in the General Plan, monitoring the completion of specific goals, initiatives, and projects within the plan.	To ensure continued progress on the implementation of the General Plan, to align community development with long-term strategic goals and ensure sustainable and well-coordinated planning efforts.	Quality of Life 	Sustainable Development
8	% of completion of the large-scale solar field ordinance development, including the dissolution of the Solar Energy Advisory Committee.	This metric tracks the progress of developing a large-scale solar field ordinance, with input from the Solar Energy Advisory Committee, and the subsequent dissolution of the committee once the ordinance is finalized.	To ensure the timely creation of a comprehensive solar field ordinance that regulates and guides the development of large-scale solar energy projects, fostering sustainable energy solutions.	Water and Land Stewardship 	Natural Resources and Open Space



Finance Department Performance Metrics

Line No.	Metric	Target or Baseline	Actual FY 21-22	Actual FY 22-23	Actual FY 23-24	Forecast FY 24-25
1	% of completion of research and evaluation of e-procurement systems.	100%	N/A	N/A	N/A	↑ 100%
2	% of staff who complete regular training on best practices in procurement and contract management.	75%	N/A	N/A	N/A	↑ 75%
3	% of completion of the implementation of an online transparency portal for budget tracking and public information access.	100%	N/A	N/A	N/A	↑ 100%
4	% of quarterly financial reports published on time (by the end of the month following the close of a quarter) for public access.	100%	N/A	N/A	N/A	↑ 100%
5	% of completion of the annual independent audit and public sharing of findings.	100%	N/A	N/A	N/A	↑ 100%
6	# of state and federal grants identified and applied for.	2	N/A	N/A	N/A	↑ 2
7	# of public-private partnership opportunities explored for community projects.	1	N/A	N/A	N/A	↑ 1
8	# of transaction privilege tax audits or desk reviews completed.	5	N/A	N/A	N/A	↑ 5
9	% of completion of the long-term financial plan, including strategies for revenue diversification and expenditure control.	100%	N/A	N/A	N/A	↑ 100%



Finance Department Performance Metrics

Line No.	Metric	Metric Description	Importance of Metric	Strategic Outcome	Goal
1	% of completion of research and evaluation of e-procurement systems.	This metric tracks the progress of researching and evaluating e-procurement systems to identify solutions that streamline the purchasing process, improve efficiency, and increase transparency in procurement operations.	To enhance the purchasing process by researching and potentially implementing an e-procurement system, allowing for more streamlined, accountable, and user-friendly procurement practices.	Effective Government 	Innovative and High-Performing Organization
2	% of staff who complete regular training on best practices in procurement and contract management.	This metric tracks the percentage of staff who have participated in regular training sessions focused on procurement and contract management best practices, ensuring that employees stay updated on policies and procedures.	To improve efficiency and compliance of procurement processes by ensuring all staff are consistently trained on best practices, fostering accountability and reducing the risk of errors or delays.	Effective Government 	Innovative and High-Performing Organization
3	% of completion of the implementation of an online transparency portal for budget tracking and public information access.	This metric tracks the progress of developing and launching an online transparency portal that allows residents and stakeholders to track the Town's budget, expenditures, and access other public financial information.	To increase transparency, accountability, and public trust, ensuring residents and stakeholders can stay informed about the Town's financial activities.	Effective Government 	Transparent Government
4	% of quarterly financial reports published on time (by the end of the month following the close of a quarter) for public access.	This metric tracks the timeliness and consistency of publishing quarterly financial reports, ensuring they are made accessible to the public on a regular basis.	To ensure the public has access to timely and accurate financial information on the Town's budget, spending, and financial health, fostering trust and informed decision-making.	Effective Government 	Transparent Government



Finance Department Performance Metrics

Line No.	Metric	Metric Description	Importance of Metric	Strategic Outcome	Goal
5	% of completion of the annual independent audit and public sharing of findings.	This metric tracks the progress of conducting annual independent financial audit and the timely dissemination of audit findings to the public, ensuring accountability and transparency in financial management.	To ensure the financial practices are independently verified for accuracy and compliance, and to promote transparency, fostering public trust in the Town's fiscal responsibility.	Effective Government 	Transparent Government
6	# of state and federal grants identified and applied for.	This metric tracks the number of state and federal grant opportunities identified and pursued, measuring the effort to secure additional funding to support Town projects and initiatives.	To increase financial resources by actively seeking and applying for state and federal grants, reducing the financial burden on local budgets and expanding funding for critical projects and services in the community.	Financial Stability 	Prosperous Community
7	# of public-private partnership opportunities explored for community projects.	This metric tracks the number of public-private partnership (PPP) opportunities researched and pursued for community projects, focusing on collaboration between the Town and private entities to fund or execute projects.	To leverage public-private partnerships as a strategy for funding and implementing community projects, reducing the financial burden on the Town to enhance public services and infrastructure.	Financial Stability 	Prosperous Community
8	# of transaction privilege tax audits or desk reviews completed.	This metric tracks the progress of establishing and executing an audit program designed to ensure that the correct amount of taxes are being collected and received by the Town.	To ensure that all tax payments are being properly collected and allocated, ultimately protecting the Town's financial health and compliance.	Financial Stability 	Prosperous Community



Finance Department Performance Metrics

Line No.	Metric	Metric Description	Importance of Metric	Strategic Outcome	Goal
9	% of completion of the long-term financial plan, including strategies for revenue diversification and expenditure control.	This metric tracks the development and completion of a long-term financial plan that outlines strategies for diversifying the Town's revenue streams and controlling expenditures to ensure financial sustainability.	To create a comprehensive financial roadmap that secures the Town's future financial stability, allowing for better long-term financial planning and resource allocation.	Financial Stability 	Prosperous Community



Human Resources Department Performance Metrics

Line No.	Metric	Target or Baseline	Actual FY 21-22	Actual FY 22-23	Actual FY 23-24	Forecast FY 24-25
1	% of Employee Handbook policies updated, approved, and communicated to staff, specifically including education reimbursement and earned paid sick time vesting.	100%	N/A	N/A	N/A	↑ 100%
2	% of departments with clearly defined expectations, a detailed support plan, and achievable goals created and implemented within the established timelines.	100%	N/A	N/A	N/A	↑ 100%
3	% of employees actively participating in Hello Teams® sessions throughout the year for performance management.	100%	N/A	N/A	→ 50%	↑ 100%

Line No.	Metric	Metric Description	Importance of Metric	Strategic Outcome	Goal
1	% of Employee Handbook policies updated, approved, and communicated to staff, specifically including education reimbursement and earned paid sick time vesting.	This metric tracks the timely completion, communication, and implementation of new Employee Handbook policies for education reimbursement and paid sick time vesting.	To ensure policies are updated and communicated efficiently, and that employees are aware of and utilizing the new benefits, supporting retention and development.	Effective Government 	Collaborate and Engage
2	% of departments with clearly defined expectations, a detailed support plan, and achievable goals created and implemented within the established timelines.	This metric measure tracks progress in aligning departmental objectives with organizational goals while ensuring appropriate support is provided.	To ensure each department operates with clear direction, adequate support, and defined goals, promoting accountability and efficient performance.	Effective Government 	Collaborate and Engage
3	% of employees actively participating in Hello Teams® sessions throughout the year for performance management.	This metric tracks the engagement levels in ongoing performance management discussions designed to foster communication, development, and alignment with organizational goals.	To ensure consistent employee engagement in performance management, promoting continuous feedback, a culture of accountability, and alignment with organizational goals.	Effective Government 	Innovative and High-Performing Organization



Information Technology Services Department Performance Metrics

Line No.	Metric	Target or Baseline	Actual FY 21-22	Actual FY 22-23	Actual FY 23-24	Forecast FY 24-25
1	% of domain migration to chinoaz.gov completed.	100%	N/A	N/A	➔ 10%	➔ 75%
2	% of door access control project completed at the Senior Center and Town Hall.	100%	N/A	N/A	N/A	⬆ 100%
3	% of data center wiring project completed at the Streets building, Public Works, and Senior Center.	100%	N/A	N/A	➔ 25%	⬆ 100%

Line No.	Metric	Metric Description	Importance of Metric	Strategic Outcome	Goal
1	% of domain migration to chinoaz.gov completed.	This metric tracks the percentage of the domain migration to chinoaz.gov that has been completed, measuring progress in transitioning systems and services to the new domain.	To ensure the timely and efficient migration to the chinoaz.gov domain, enhancing consistency, security, and accessibility across the Town's digital infrastructure.	Effective Government 	Collaborate and Engage
2	% of door access control project completed at the Senior Center and Town Hall.	This metric tracks the percentage of the door access control project completed at the Senior Center and Town Hall, measuring progress toward full implementation of the security system.	To ensure the timely installation of the door access control system, improving security and access management at the Senior Center and Town Hall for enhanced safety and operational efficiency.	Quality Infrastructure 	Infrastructure and Asset Management
3	% of data center wiring project completed at the Streets building, Public Works, and Senior Center.	This metric tracks the percentage of the data center wiring project completed at the Streets building, Public Works, and Senior Center, measuring the progress of the infrastructure upgrade.	To ensure the timely completion of the data center wiring project, enhancing the network infrastructure and improving connectivity, efficiency, and reliability at key Town facilities.	Quality Infrastructure 	Infrastructure and Asset Management



Municipal Court Performance Metrics

Line No.	Metric	Target or Baseline	Actual FY 21-22	Actual FY 22-23	Actual FY 23-24	Forecast FY 24-25
1	# of monthly staff meetings with a 10 minute staff presentation on a topic of their choice.	12	N/A	N/A	N/A	↑ 12
2	% of program implemented for firearms prohibition/surrender of weapons.	100%	N/A	N/A	N/A	↑ 100%

Line No.	Metric	Metric Description	Importance of Metric	Strategic Outcome	Goal
1	# of monthly staff meetings with a 10 minute staff presentation on a topic of their choice.	This metric tracks the number of monthly staff meetings that include a 10-minute presentation by a staff member on a topic of their choice, promoting knowledge sharing and professional development.	To foster a collaborative learning environment within the municipal court by encouraging staff to share expertise, ideas, and insights, contributing to team development and continuous improvement.	Effective Government 	Collaborate and Engage
2	% of program implemented for firearms prohibition/surrender of weapons.	This metric tracks the percentage of the firearms prohibition and weapon surrender program that has been implemented, measuring progress in establishing compliance with court-ordered restrictions.	To ensure the effective implementation of the firearms prohibition and weapon surrender program, promoting public safety and compliance with legal requirements in cases involving court-ordered restrictions on firearms possession.	Quality of Life 	Safe and Secure Community



Police Department Performance Metrics

Line No.	Metric	Target or Baseline	Actual FY 21-22	Actual FY 22-23	Actual FY 23-24	Forecast FY 24-25
1	% of completion of the restructuring of duties and assignments for all Police Department supervisors to ensure an equal share of tasks and improve effectiveness and efficiency.	100%	N/A	N/A	N/A	↑ 100%
2	% of appropriate staff trained in Public Information Officer (PIO) related functions.	100%	N/A	N/A	N/A	↑ 100%
3	% increase in social media footprint and frequency of information shared.	50%	N/A	N/A	N/A	↑ 50%
4	% of community needs addressed through the establishment of targeted enforcement actions.	100%	N/A	N/A	N/A	↑ 100%

Line No.	Metric	Metric Description	Importance of Metric	Strategic Outcome	Goal
1	% of completion of the restructuring of duties and assignments for all Police Department supervisors to ensure an equal share of tasks and improve effectiveness and efficiency.	This metric tracks the progress of redistributing duties and assignments among Police Department supervisors to create a more balanced workload, improving the department's overall effectiveness and operational efficiency.	To enhance the department's effectiveness and efficiency, leading to improved task management, better resource allocation, and enhanced departmental performance.	Effective Government 	Innovative and High-Performing Organization
2	% of appropriate staff trained in Public Information Officer (PIO) related functions.	This metric tracks the percentage of staff members who have completed training in PIO-related functions, ensuring they are equipped with the skills necessary to manage public communications and media relations effectively.	To ensure that staff members are properly trained in PIO functions, improving the organization's ability to communicate effectively with the public and media, especially in times of crisis or significant public interest.	Effective Government 	Transparent Government



Police Department Performance Metrics

Line No.	Metric	Metric Description	Importance of Metric	Strategic Outcome	Goal
3	% increase in social media footprint and frequency of information shared.	This metric tracks the growth in social media reach and the frequency of information shared, measuring the Town’s effectiveness in expanding its online presence and engagement with the community.	To enhance the Town’s communication efforts by increasing its social media presence, thereby improving information dissemination, public awareness, and engagement with residents on important community matters.	Effective Government 	Transparent Government
4	% of community needs addressed through the establishment of targeted enforcement actions.	This metric tracks the identification of community needs and the implementation of specific enforcement strategies aimed at addressing those needs, ensuring that enforcement efforts are aligned with community priorities.	To improve public safety and quality of life by working with staff to identify key community needs and establishing targeted enforcement efforts that address those priorities effectively and efficiently.	Quality of Life 	Safe and Secure Community



Public Works Department Performance Metrics

Line No.	Metric	Target or Baseline	Actual FY 21-22	Actual FY 22-23	Actual FY 23-24	Forecast FY 24-25
1	% of implementation completed for GIS solution and SeeClickFix platform.	100%	N/A	N/A	N/A	↑ 100%
2	% increase in productivity based on tracked work output and efficiency improvements in Public Works.	TBD	N/A	N/A	N/A	TBD
3	% of Public Works staff who complete additional training and certification programs.	25%	N/A	N/A	N/A	↑ 25%
4	% of funding secured for the Old Home Manor (OHM) water production project.	100%	N/A	N/A	N/A	↑ 100%
5	% of completion of the 21 Public Works Capital Improvement Projects (CIP).	100%	N/A	N/A	N/A	↑ 100%
6	% of progress made in regional water planning initiatives.	25%	N/A	N/A	N/A	↑ 25%
7	% of completion of the EQ (Equalization) Basin Project.	50%	N/A	N/A	N/A	↑ 50%
8	% of completion of the PFAS remediation Project.	10%	N/A	N/A	N/A	↑ 10%
9	% of completion of the Integrated Water Master Plan (IWMP).	100%	N/A	N/A	→ 25%	↑ 100%



Public Works Department Performance Metrics

Line No.	Metric	Metric Description	Importance of Metric	Strategic Outcome	Goal
1	% of implementation completed for GIS solution and SeeClickFix platform.	This metric tracks the progress of implementing a Geographic Information Systems (GIS) solution and SeeClickFix platform, including setup, integration, and staff training, to improve service delivery and public engagement.	To enhance operational efficiency by utilizing GIS for spatial data management and SeeClickFix to allow residents to report and track non-emergency issues.	Effective Government 	Collaborate and Engage
2	% increase in productivity based on tracked work output and efficiency improvements in Public Works.	This metric tracks work output, task completion rates, and overall efficiency improvements in Public Works operations, measuring progress toward enhanced productivity.	To improve operational efficiency by tracking and analyzing productivity, identifying areas for improvement, and implementing strategies to optimize performance and resource allocation.	Effective Government 	Innovative and High-Performing Organization
3	% of Public Works staff who complete additional training and certification programs.	This metric tracks the percentage of Public Works employees who have successfully completed training and certification programs, measuring the department's commitment to staff development.	To enhance the skills, knowledge, and qualifications of staff by increasing participation in training and certification programs, leading to improved job performance, safety, and service delivery.	Effective Government 	Innovative and High-Performing Organization
4	% of funding secured for the Old Home Manor (OHM) water production project.	This metric tracks the progress in identifying and securing funding sources for the water production project at Old Home Manor, including grants, loans, or partnerships.	To ensure the successful funding of the water production project, facilitating the development of essential water infrastructure that supports local growth, economic development, and sustainability goals.	Quality Infrastructure 	Expand Water and Sewer System



Public Works Department Performance Metrics

Line No.	Metric	Metric Description	Importance of Metric	Strategic Outcome	Goal
5	% of completion of the 21 Public Works Capital Improvement Projects (CIP).	This metric tracks the progress toward completing the 21 Capital Improvement Projects (CIP) managed by Public Works, measuring milestones and final project delivery.	To ensure timely and efficient completion of the Public Works CIP projects, enhancing infrastructure, public services, and community development while meeting budgetary and project timelines.	Quality Infrastructure 	Infrastructure and Asset Management Sustainable Circulation
6	% of progress made in regional water planning initiatives.	This metric tracks the progress of regional water planning efforts, including collaboration with other agencies, development of water management strategies, and completion of planning documents.	To ensure the development of regional water management plans that address future water needs, promote sustainability, and support regional growth, safeguarding water resources for the regional area.	Water and Land Stewardship 	Sustainable Water Supply
7	% of completion of the EQ (Equalization) Basin Project.	This metric tracks the progress of the EQ Basin Project, measuring key milestones from planning and design through construction and final implementation.	To ensure the successful completion of the project, improving water management system by balancing water flow, enhancing treatment, and ensuring sustainable infrastructure for future development.	Water and Land Stewardship 	Sustainable Water Supply
8	% of completion of the PFAS remediation Project.	This metric tracks the progress of the PFAS Project, from initial assessment and planning through mitigation efforts and final resolution of water contamination issues.	To ensure the effective mitigation and management of PFAS, safeguarding public health and compliance with environmental regulations, while improving the overall quality of the water system.	Water and Land Stewardship 	Sustainable Water Supply



Public Works Department Performance Metrics

Line No.	Metric	Metric Description	Importance of Metric	Strategic Outcome	Goal
9	% of completion of the Integrated Water Master Plan (IWMP).	This metric tracks the progress of developing and finalizing the Integrated Water Master Plan (IWMP), including planning, stakeholder engagement, and final approval.	To ensure the IWMP completion, which serves as a comprehensive guide for managing Town water resources, addressing current and future water needs, and supporting long-term growth and development.	Water and Land Stewardship	Sustainable Water Supply





Town Clerk Department Performance Metrics

Line No.	Metric	Target or Baseline	Actual FY 21-22	Actual FY 22-23	Actual FY 23-24	Forecast FY 24-25
1	# of social media posts to highlight upcoming agenda items.	12	N/A	N/A	N/A	↑ 12
2	# of digital signage boards actively in operation.	5	N/A	N/A	↓ 2	→ 4
3	% of postings on digital signage that utilize QR codes to integrate with the Town website for more detail.	100%	N/A	N/A	N/A	↑ 100%
4	% of departments trained and utilizing the records management program.	100%	N/A	N/A	N/A	→ 50%
5	% of elections administered successfully	100%	↑ 100%	↑ 100%	↑ 100%	↑ 100%
6	# of mailings for Home Rule information outreach.	4,846	N/A	N/A	↑ 14,318	N/A
7	% of election candidates biographies added to the website.	100%	N/A	N/A	N/A	↑ 100%

Line No.	Metric	Metric Description	Importance of Metric	Strategic Outcome	Goal
1	# of social media posts to highlight upcoming agenda items.	This metric tracks the consistency and frequency of communication efforts to keep the community informed and engaged with Town meetings and decisions.	To enhance public awareness and engagement by regularly highlighting upcoming agenda items through social media, ensuring transparency and promoting informed participation in local government.	Effective Government	Connected Community





Town Clerk Department Performance Metrics

Line No.	Metric	Metric Description	Importance of Metric	Strategic Outcome	Goal
2	# of digital signage boards actively in operation.	This metric tracks the total number of digital signage boards that are fully functional and actively displaying information. It measures the Town's capacity to communicate with the public through visual displays in key locations.	To ensure important information, announcements, and updates are disseminated to the community in a timely and accessible manner.	Effective Government 	Connected Community
3	% of postings on digital signage that utilize QR codes to integrate with the Town website for more detail.	This metric measures the percentage of digital signage postings that incorporate QR codes to link viewers directly to the Town website utilizing digital tools to enhance public access to information.	To increase public engagement and streamline access to detailed information by using QR codes on digital signage. This enhances the effectiveness of communication, making it easier for residents to interact with Town	Effective Government 	Connected Community
4	% of departments trained and utilizing the records management program.	This metric tracks the percentage of departments that have been trained and are actively using the records management program.	To ensure all departments are effectively trained and utilizing the records management program to improve document organization, compliance, and accessibility.	Effective Government 	Innovative and High-Performing Organization Collaborate and Engage
5	% of elections administered successfully	This metric measures the percentage of elections administered successfully, evaluating the effectiveness of planning, execution, and compliance with regulations.	To ensure the successful administration of elections, promoting accuracy, transparency, and voter confidence by adhering to legal standards and best practices throughout the election process.	Effective Government 	Transparent Government



Town Clerk Department Performance Metrics

Line No.	Metric	Metric Description	Importance of Metric	Strategic Outcome	Goal
6	# of mailings for Home Rule information outreach.	This metric tracks the number of residents reached through community outreach efforts related to Home Rule, measuring the extent of public engagement and awareness.	To ensure that a broad and informed segment of the community is engaged and educated on Home Rule, promoting understanding and encouraging informed participation in local governance decisions.	Effective Government 	Transparent Government
7	% of election candidates biographies added to the website.	This metric tracks the percentage of election candidates whose biographies have been successfully added to the Town's website.	To ensure transparency and provide voters with easy access to information about election candidates, enhancing informed decision-making and public engagement in the electoral process.	Effective Government 	Transparent Government



Town Manager Department Performance Metrics

Line No.	Metric	Target or Baseline	Actual FY 21-22	Actual FY 22-23	Actual FY 23-24	Forecast FY 24-25
1	% increase in engagement activities (such as meetings, public forums, communications, and collaborative projects) between the Town Manager’s office, citizens, council, and staff.	25%	N/A	N/A	N/A	↑ 25%
2	% of completion of the Attorney workflow platform/process implementation.	100%	N/A	N/A	N/A	↑ 100%
3	% of completion of the processes established for action item follow-up and project workflow.	100%	N/A	N/A	N/A	↑ 100%
4	% of staff participating in development activities.	50%	N/A	N/A	N/A	↑ 50%
5	% of staff reporting a positive working atmosphere, as measured through regular employee satisfaction surveys.	75%	N/A	N/A	N/A	↑ 75%
6	# of social media posts, press releases, and other promotional activities conducted to publicize the Town's work.	24	N/A	N/A	N/A	↑ 24
7	% of progress made in exploring and developing employee intranet options in partnership with ITS.	100%	N/A	N/A	N/A	↑ 100%
8	% of progress made in partnering with departments and ITS to explore and implement Customer Relationship Management (CRM) and engagement technologies.	100%	N/A	N/A	N/A	↑ 100%
9	% of completion of the website refresh/update project.	100%	N/A	N/A	N/A	↑ 100%
10	% of completion of the acquisition of cemetery land and the implementation of operational procedures.	100%	N/A	N/A	N/A	↑ 100%
11	% of established and active participation of the Chino Valley Youth Advisory Commission.	100%	N/A	N/A	N/A	↑ 100%



Town Manager Department Performance Metrics

Line No.	Metric	Target or Baseline	Actual FY 21-22	Actual FY 22-23	Actual FY 23-24	Forecast FY 24-25
12	# of outreach efforts in attracting a grocery store and retail businesses.	5	N/A	N/A	N/A	↑ 5
13	% of completion of the Economic Development magazine update.	100%	N/A	N/A	N/A	↑ 100%
14	# of tourism campaign initiatives coordinated with surrounding communities.	4	N/A	N/A	N/A	↑ 4
15	# of external funding sources identified and pursued for the construction of an off-highway vehicle (OHV) staging area.	2	N/A	N/A	N/A	↑ 2
16	% of completion of planning, scoping, and construction initiation (if possible) for the Peavine Trail extension from 4 North to State Park and up to Sullivan Lake.	100%	N/A	N/A	N/A	↑ 100%
17	# of collaborative initiatives or meetings with State Park officials to enhance partnerships and projects.	4	N/A	N/A	N/A	↑ 4

Line No.	Metric	Metric Description	Importance of Metric	Strategic Outcome	Goal
1	% increase in engagement activities (such as meetings, public forums, communications, and collaborative projects) between the Town Manager’s office, citizens, council, and staff.	This metric tracks the frequency and quality of interactions between the Town Manager’s office, citizens, the council, and staff, measuring efforts to enhance communication and collaboration.	To strengthen relationships and improve transparency between citizens, council, and staff, fostering a more informed community and ensuring that decisions reflect collective input and collaboration.	Effective Government 	Collaborate and Engage



Town Manager Department Performance Metrics

Line No.	Metric	Metric Description	Importance of Metric	Strategic Outcome	Goal
2	% of completion of the Attorney workflow platform/process implementation.	This metric tracks the progress of developing and implementing a workflow platform/process for the Attorney's office to improve task management, case tracking, and overall workflow efficiency.	To enhance the timeliness and efficiency of legal operations, enabling better task organization, reducing delays, and improving overall productivity.	Effective Government 	Innovative and High-Performing Organization
3	% of completion of the processes established for action item follow-up and project workflow.	This metric tracks the progress of developing and implementing processes for following up on action items and managing project workflows, ensuring efficient task tracking and completion.	To improve task management by establishing clear processes for action item follow-up and project workflows, enhancing accountability and ensuring that projects are completed on schedule.	Effective Government 	Innovative and High-Performing Organization
4	% of staff participating in development activities.	This metric tracks the percentage of staff members participating in professional development activities, such as training, workshops, and seminars, to measure the organization's commitment to continuous staff growth.	To promote continuous learning and professional growth by encouraging and providing opportunities for staff development, leading to enhanced skills, job satisfaction, and overall organizational effectiveness.	Effective Government 	Innovative and High-Performing Organization
5	% of staff reporting a positive working atmosphere, as measured through regular employee satisfaction surveys.	This metric tracks the percentage of employees who report a positive working atmosphere, as measured by employee satisfaction surveys, team feedback, and workplace assessments.	To foster a healthy, productive, and supportive work environment, enhancing employee morale, retention, and overall performance by actively promoting and maintaining a positive workplace culture.	Effective Government 	Innovative and High-Performing Organization



Town Manager Department Performance Metrics

Line No.	Metric	Metric Description	Importance of Metric	Strategic Outcome	Goal
6	# of social media posts, press releases, and other promotional activities conducted to publicize the Town's work.	This metric tracks the frequency of social media posts, press releases, and other outreach methods used to promote and publicize the Town's efforts and achievements to the public.	To increase public awareness by promoting information through various channels, ensuring transparency, community involvement, and recognition of the services provided.	Effective Government 	Connected Community
7	% of progress made in exploring and developing employee intranet options in partnership with ITS.	This metric tracks the progress of collaborating with the ITS department to explore, evaluate, and recommend potential intranet solutions for internal communication and resource sharing.	To improve internal communication through implementation of an efficient employee intranet platform, facilitating better collaboration and information sharing across the organization.	Effective Government 	Collaborate and Engage
8	% of progress made in partnering with departments and ITS to explore and implement Customer Relationship Management (CRM) and engagement technologies.	This metric tracks the collaboration between departments and ITS in researching, selecting, and implementing CRM and engagement technologies to improve customer interaction and engagement.	To leverage CRM and other technologies to improve efficiency in managing interactions with residents and stakeholders, while promoting better engagement and satisfaction across the organization.	Effective Government 	Innovative and High-Performing Organization Collaborate and Engage
9	% of completion of the website refresh/update project.	This metric tracks the progress of refreshing and updating the organization's website, including improvements to design, functionality, and content.	To enhance the overall functionality of the website, ensuring that it effectively meets the needs of residents, stakeholders, and visitors, while reflecting the organization's goals and services.	Effective Government 	Transparent Government Collaborate and Engage



Town Manager Department Performance Metrics

Line No.	Metric	Metric Description	Importance of Metric	Strategic Outcome	Goal
10	% of completion of the acquisition of cemetery land and the implementation of operational procedures.	This metric tracks the progress of acquiring land for a new cemetery and the subsequent implementation of operational procedures to manage and maintain the facility.	To ensure timely acquisition of cemetery land and the establishment of efficient operations to meet community needs, providing a well-managed and accessible facility for burial services.	Quality Infrastructure	Infrastructure and Asset Management
11	% of established and active participation of the Chino Valley Youth Advisory Commission.	This metric tracks the progress of establishing the Chino Valley Youth Advisory Commission, including member appointments, meetings, and active engagement in community initiatives.	To engage local youth in civic activities and decision-making processes, promoting leadership development, and fostering stronger community involvement among younger residents.	Effective Government	Connected Community
12	# of outreach efforts in attracting a grocery store and retail businesses.	This metric tracks the number of outreach initiatives, meetings, or negotiations conducted to attract grocery stores and retail businesses to the area, measuring progress toward business attraction goals.	To enhance the local economy by actively seeking grocery stores and retail businesses, improving access to goods and services while boosting the local economy and creating job opportunities.	Financial Stability	Local Shopping Opportunities
13	% of completion of the Economic Development magazine update.	This metric tracks the progress of updating the Economic Development magazine, including revisions to content, design, and information to reflect current economic initiatives and opportunities.	To provide up-to-date information on the Town's economic development efforts, attracting potential investors, businesses, and stakeholders while showcasing the community's growth and opportunities for development.	Financial Stability	Prosperous Community



Town Manager Department Performance Metrics

Line No.	Metric	Metric Description	Importance of Metric	Strategic Outcome	Goal
14	# of tourism campaign initiatives coordinated with surrounding communities.	This metric tracks the number of tourism-related campaigns and activities executed in collaboration with surrounding communities, measuring the effectiveness of joint efforts to promote regional tourism.	To boost local and regional tourism by collaborating with neighboring communities, creating a unified approach to attract visitors, enhance tourism offerings, and stimulate the local economy.	Financial Stability 	Recreation and Tourism Opportunities
15	# of external funding sources identified and pursued for the construction of an off-highway vehicle (OHV) staging area.	This metric tracks the identification and pursuit of external funding sources to support the construction of an off-highway vehicle (OHV) staging area, measuring efforts to secure financial resources beyond the Town's budget.	To obtain outside funding for the construction of an OHV staging area, enhancing recreational opportunities and supporting tourism and community engagement.	Financial Stability 	Recreation and Tourism Opportunities
16	% of completion of planning, scoping, and construction initiation (if possible) for the Peavine Trail extension from 4 North to State Park and up to Sullivan Lake.	This metric tracks the progress of planning, scoping, and the potential start of construction for extending the Peavine Trail, measuring key milestones toward project initiation.	To expand the Peavine Trail, improving connectivity and recreational opportunities for residents and visitors, while supporting the community's goals for outdoor recreation and enhancing access to natural landmarks.	Financial Stability 	Recreation and Tourism Opportunities
17	# of collaborative initiatives or meetings with State Park officials to enhance partnerships and projects.	This metric tracks the number of collaborative efforts and engagements between the Town and State Park officials to foster partnerships, coordinate projects, and leverage resources for mutual benefit.	To strengthen collaboration with State Parks, promoting joint projects that enhance recreational opportunities, conserve natural resources, and support tourism and community engagement.	Water and Land Stewardship 	Natural Resources and Open Spaces





BUDGET PROCESS



Budget Process

Overview

The budget development process is a continuous effort led by the Town Manager, Finance Director, and department directors, ensuring compliance with state requirements and adherence to a detailed budget calendar with mandated deadlines. This calendar, reviewed alongside department directors, serves as a roadmap for each stage of the budget cycle.

The process begins with a Budget Retreat, where department directors and the Finance Department collaborate to establish initial budget priorities. During this retreat, the Finance Department distributes budget worksheets, instructions, and guidance for preparing the Five-Year Capital Improvement Plan. Revenue projections are updated to forecast resources available in the upcoming fiscal year.

Following the retreat, a Council Budget Workshop is held to review the Council's strategic goals and ensure alignment with the budget's direction.

Subsequent budget meetings with the Town Manager, Finance Director, and department directors are held to review proposed budgets, capital requests, and personnel needs. The newly formed Capital Improvement Plan Citizen's Advisory Committee (CIPCAC) further strengthens the process by offering community-driven input on capital project priorities, fostering transparency, public trust, and alignment with residents' needs. CIPCAC also serves as an educational tool, enhancing citizens' understanding of the Town's capital planning and budgeting.

The Preliminary Budget is then prepared, reviewed with the Town Council during budget hearings, and published as a draft on the Town's website for public accessibility. Any changes are incorporated and then the Tentative Budget is presented to Council for adoption. Once adopted, the total amount cannot increase. The Tentative Budget is published twice in local outlets with a notice for the public hearing on final adoption and is posted on the Town's website.

The final step is Final Budget Adoption. Following a public hearing, the Council formally adopts the Final Budget.

Key components of the budget development process include:

- **Communication:** Detailed information, forms, and deadlines are shared with each department, which submits mission statements, program descriptions, accomplishments, future goals, performance measures, and financial requests.
- **Coordination:** Department directors collaborate to align budget requests with Town objectives, recognizing the need for cross-departmental coordination in decision-making.
- **Forecasting:** Departments use short- and long-term forecasts to assess their ability to meet objectives.
- **Council Direction:** The Council's policies and goals establish priorities for the budget.
- **Public Input:** Input from the public at the public hearing as well as from CIPCAC.

Occasionally, the Town may need to reallocate budget funds during the fiscal year after the budget has been adopted. This is managed through budget amendments. While there is department-level control within each fund, any transfers between departments or across funds require Council approval to ensure compliance with state requirements. This process allows departments the flexibility to manage their budget allocations, with Council able to approve adjustments between departments or authorize the use of contingency funds to cover any overages.



February 2024						
S	M	T	W	T	F	S
				1	2	3
4	5	6	7	8	9	10
11	12	13	14	15	16	17
18	19	20	21	22	23	24
25	26	27	28	29		

March 2024						
S	M	T	W	T	F	S
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3	4	5	6	7	8	9
10	11	12	13	14	15	16
17	18	19	20	21	22	23
24	25	26	27	28	29	30
31						

April 2024						
S	M	T	W	T	F	S
	1	2	3	4	5	6
7	8	9	10	11	12	13
14	15	16	17	18	19	20
21	22	23	24	25	26	27
28	29	30				

May 2024						
S	M	T	W	T	F	S
			1	2	3	4
5	6	7	8	9	10	11
12	13	14	15	16	17	18
19	20	21	22	23	24	25
26	27	28	29	30	31	

June 2024						
S	M	T	W	T	F	S
						1
2	3	4	5	6	7	8
9	10	11	12	13	14	15
16	17	18	19	20	21	22
23	24	25	26	27	28	29
30						

July 2024						
S	M	T	W	T	F	S
	1	2	3	4	5	6
7	8	9	10	11	12	13
14	15	16	17	18	19	20
21	22	23	24	25	26	27
28	29	30	31			

Important Dates

Budget calendar, operating workbooks, and request forms to departments	02/05/2024	Final department meetings with Town Manager (base budgets, capital, personnel requests, etc.)	04/08/2024 – 04/19/2024
Staff budget retreat	02/22/2024	Citizens’ CIP advisory committee meeting	05/16/2024
Council budget workshop	02/29/2024	Council budget hearing	05/29/2024
Department budget worksheets, supplemental operating, and personnel request forms due to Finance Director	03/07/2024	Set public hearings for budget and CVSLID Adopt tentative budget and CVSLID Resolution	06/11/2024
Department 5-year CIP request forms due to Finance Director	03/13/2024	Publish Schedule A and property tax levy	06/13/2024 & 06/20/2024
Department operating budget meetings with Town Manager and Finance Director	03/18/2024 – 03/21/2024	Hold public hearings for budget and CVSLID Adopt final budget for Town	06/25/2024
CIP team review meetings with Town Manager and Finance Director	03/25/2024 – 03/28/2024	Send final budget schedules to the auditor general	06/27/2024
Introduction to performance measures meetings with department leadership and Finance Director	04/02/2024 – 04/04/2024	Adopt CVSLID & Del Sol Resolutions – Set tax rate	07/09/2024



Basis of Budgeting Versus Basis of Accounting

The Town’s budget is prepared on a basis similar to its audited financial statements, with adjustments made to better serve budgetary purposes. These differences allow the budget to focus more directly on cash flow and immediate resource needs, while the audited statements follow generally accepted accounting principles (GAAP) for a complete financial view. Key differences include:

- **Encumbrances:** Amounts committed for purchases (encumbrances) are treated as expenditures at fiscal year-end, reflecting the funds reserved for those commitments.
- **Vacation and Sick Pay:** Liabilities for accrued vacation and sick leave are not recorded at year-end, as the focus is on current, rather than long-term, financial obligations.
- **Interest Expense:** Interest expense is not accrued in the General Fund and HURF Fund, with interest recorded only when due.
- **Depreciation:** Depreciation, a non-cash expense showing asset value decline over time, is excluded from the budget to focus on actual cash outflows.
- **Capital Expenditures:** In GAAP, capital expenditures are recorded as both an asset and expense over time (through depreciation), whereas, in the budget, they are recorded as expenditures when incurred.

The Town uses different bases of accounting based on fund type:

- **Modified Accrual (Governmental Funds):** Revenue is recognized when measurable and available (within 60 days of year-end), and expenditures are recognized when the obligation is incurred.
- **Accrual (Proprietary/Enterprise Funds):** Revenue is recognized when earned, and expenses are recorded when incurred, regardless of cash flow timing.

Basis of Accounting and Budgeting by Fund Type		
Fund	Basis of Accounting	Basis of Budgeting
GOVERNMENTAL FUNDS		
General Fund	Modified Accrual	Modified Accrual
Special Revenue Funds		
Cemetery Fund	Modified Accrual	Modified Accrual
Court Fund	Modified Accrual	Modified Accrual
CVSLID	Modified Accrual	Modified Accrual
Del Sol MID	Modified Accrual	Modified Accrual
Grant Fund	Modified Accrual	Modified Accrual
Highway User Revenue Fund	Modified Accrual	Modified Accrual
Police Impoundment Fee Fund	Modified Accrual	Modified Accrual
SLFRF	Modified Accrual	Modified Accrual
Streets CIP Fund	Modified Accrual	Modified Accrual
Debt Service Funds		
Revenue Bonds Fund	Modified Accrual	Modified Accrual
Capital Project Funds		
Capital Asset Replacement Fund	Modified Accrual	Modified Accrual
General CIP Fund	Modified Accrual	Modified Accrual
ENTERPRISE FUNDS		
Wastewater Fund	Accrual Basis	Accrual Basis
Wastewater CIP Fund	Accrual Basis	Accrual Basis
Water Fund	Accrual Basis	Accrual Basis
Water CIP Fund	Accrual Basis	Accrual Basis

RESOLUTION NO. 2024-1257

A RESOLUTION OF THE MAYOR AND COMMON COUNCIL OF THE TOWN OF CHINO VALLEY, ARIZONA, ADOPTING THE FINAL BUDGET FOR THE FISCAL YEAR 2024/2025; SETTING AN EXPENDITURE LIMITATION FOR THE SAME YEAR; AND PROVIDING THAT THIS RESOLUTION SHALL BE EFFECTIVE FROM AND AFTER ITS PASSAGE AND APPROVAL ACCORDING TO THE LAW.

WHEREAS, pursuant to the provisions of the laws of the State of Arizona, the Mayor and Council of the Town of Chino Valley (the "Town Council") is required to adopt an annual budget for the Town of Chino Valley (the "Town"); and

WHEREAS, on August 4, 2020, pursuant to Article 9, Section 20(9) of the Arizona Constitution, and Arizona Revised Statutes ("A.R.S.") § 41-563.03(C), (E), and (G), the qualified voters of the Town approved Proposition 450, adopting an Alternative Expenditure Limitation for the Town; and

WHEREAS, Proposition 450 provided that, as part of the budget process, the Mayor and Common Council shall annually, after public hearing, adopt an expenditure limitation to govern the budget; and

WHEREAS, in accordance with A.R.S. § 42-17102, the Town Manager prepared and filed with the Town Council the Town Manager's budget estimates for the fiscal year beginning July 1, 2024, and ending June 30, 2025 ("Fiscal Year 2024/2025"); and

WHEREAS, on June 11, 2024, the Town Council approved Resolution 2024-1256 adopting (i) an expenditure limitation and (ii) estimates of revenues and expenditures for Fiscal Year 2024/2025; and

WHEREAS, Resolution 2024-1256 also directed the Town Clerk to (i) make available the tentative budget for inspection, not later than seven days after the date of Resolution 2024-1256, at the Chino Valley Public Library, at the Chino Valley Town Hall, and on the official Town Website; and (ii) publish in the official Town newspaper once per week for two consecutive weeks (a) the official tentative budget and (b) a notice of the public hearing of the Town Council to hear taxpayers and make tax levies at designated times and places; and

WHEREAS, due notice has been given by the Town Clerk as required by law that the Town Council would meet on June 25, 2024, at the Chino Valley Town Hall for the purposes of (i) hearing taxpayers on the proposed estimates, expenses, and tax levies as set forth in said estimates of revenues and expenditures and (ii) adopting the tentative budget as final; and

WHEREAS, on June 25, 2024, the Town Council held a public hearing on the final budget as required by law; and

WHEREAS, the revenues and expenses in the proposed final budget for Fiscal Year 2024/2025 do not exceed the estimates of revenues and expenditures shown on the published tentative budget.

[CONTINUED ON THE FOLLOWING PAGE]

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

SECTION 1. The recitals above are hereby incorporated as if fully set forth herein.

SECTION 2. The expenditure limitation to govern the Town of Chino Valley budget for Fiscal Year 2024/2025 is hereby approved in an amount not to exceed \$52,457,308.

SECTION 3. The estimates of revenues and expenditures shown in the schedules attached hereto as Exhibit A and incorporated herein by reference are hereby adopted as the final budget of the Town of Chino Valley for Fiscal Year 2024/2025.

SECTION 4. This Resolution shall be effective from and after its passage and approval according to law.

SECTION 5. If any section, subsection, sentence, clause, phrase, or portion of this Resolution is for any reason held to be invalid or unconstitutional by the decision of any court of competent jurisdiction, such decision shall not affect the validity of the remaining portions thereof.

PASSED AND ADOPTED by the Mayor and Common Council of the Town of Chino Valley, Arizona this 25th day of June 2024.



Jack W. Miller, Mayor

ATTEST:



Erin N. Deskins

Erin N. Deskins, Town Clerk

APPROVED AS TO FORM:



Andrew J. McGuire, Town Attorney
Gust Rosenfeld, PLC

I hereby certify that the above foregoing Resolution No. 2024-1257 was duly passed by the Council of the Town of Chino Valley, Arizona, at a regular meeting held on June 25, 2024, and that quorum was present thereat and that the vote thereon was 5 ayes and 2 nays and 0 abstentions. 0 Council members were absent or excused.

Erin N. Deskins

Erin N. Deskins, Town Clerk

EXHIBIT A
TO
RESOLUTION NO. 2024-1257
[Statement of Estimates and Expenses]
See following pages.

Official Budget Form
Town of Chino Valley
Fiscal year 2025

Town of Chino Valley
Summary Schedule of estimated revenues and expenditures/expenses
Fiscal year 2025

Fiscal year	S c h	Description	Funds										Total all funds	
			General Fund	Special Revenue Fund	Debt Service Fund	Capital Projects Fund	Permanent Fund	Enterprise Funds Available	Internal Service Funds					
2024	E 1	Adopted/adjusted budgeted expenditures/expenses*	17,287,300	13,094,135	1,278,000	6,214,000	0	6,297,065	0	44,150,500				
2024	E 2	Actual expenditures/expenses**	15,743,091	7,030,797	1,278,000	1,003,955	0	3,425,698	0	28,481,541				
2025		Beginning fund balance/(deficit) or net position/(deficit) at July 1***	7,969,406	5,733,763	480,709	3,802,402	0	14,036,599	0	32,022,879				
2025	B 4	Primary property tax levy	0							0				
2025	B 5	Secondary property tax levy								0				
2025	C 6	Estimated revenues other than property taxes	17,104,717	5,374,610	0	5,805,300	0	9,032,840	0	37,317,467				
2025	D 7	Other financing sources	0	0	0	0	0	6,050,000	0	6,050,000				
2025	D 8	Other financing (uses)	0	0	0	0	0	0	0	0				
2025	D 9	Interfund transfers in	0	0	1,281,479	1,300,000	0	945,000	0	3,526,479				
2025	D 10	Interfund Transfers (out)	100,000	200,000	0	2,901,479	0	325,000	0	3,526,479				
2025		Line 11: Reduction for fund balance reserved for future budget year expenditures												
		Maintained for future debt retirement												
		Maintained for future capital projects												
		Maintained for future financial stability												
		Maintained for future retirement contributions												
2025		Total financial resources available	24,974,123	10,908,373	1,762,188	8,006,223	0	29,739,439	0	75,390,346				
2025	E 13	Budgeted expenditures/expenses	19,320,479	9,650,263	1,281,479	5,829,431	0	16,375,656	0	52,457,308				

Expenditure limitation comparison

1	Budgeted expenditures/expenses	2024	2025
2	Add/subtract: estimated net reconciling items	\$ 44,150,500	\$ 52,457,308
3	Budgeted expenditures/expenses adjusted for reconciling items	44,150,500	52,457,308
4	Less: estimated exclusions		
5	Amount subject to the expenditure limitation	\$ 44,150,500	\$ 52,457,308
6	EEC expenditure limitation or voter-approved alternative expenditure limitation		

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

* Includes expenditure/expense adjustments approved in the current year from Schedule E.

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

*** Amounts on this line represent beginning fund balance/(deficit) or net position/(deficit) amounts except for nonspendable amounts (e.g., prepaids and inventories) or amounts legally or contractually required to be maintained intact (e.g., principal of a permanent fund). See the instructions tab, cell C17 for more information about the amounts that should and should not be included on this line.

Town of Chino Valley
Tax levy and tax rate information
Fiscal year 2025

	2024	2025
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	\$ _____	\$ _____
Property tax judgment	_____	_____
B. Secondary property taxes	_____	_____
Property tax judgment	_____	_____
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	_____	_____
Property tax judgment	_____	_____
(2) Secondary property tax rate	_____	_____
Property tax judgment	_____	_____
(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 <u> 4 </u> 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.

Town of Chino Valley
Revenues other than property taxes
Fiscal Year 2025

Source of revenues	Estimated revenues 2024	Actual revenues* 2024	Estimated revenues 2025
General Fund			
Local taxes			
Transaction Privilege Taxes	\$ 9,157,100	\$ 9,002,300	\$ 9,058,000
Franchise Taxes	407,000	404,005	411,000
Licenses and permits			
Building Permits	350,000	189,217	173,000
Business Licenses	66,000	66,000	70,000
Plan Check Fees	125,000	125,000	125,000
Other Licenses and Permits	21,500	9,756	12,500
Intergovernmental			
State Shared Transaction Privilege Tax	2,031,000	2,031,000	2,085,549
State Shared Income Tax	3,600,000	3,600,000	2,935,568
Vehicle License Tax	1,158,000	1,158,000	1,126,300
Yavapai County Library Funds	76,300	76,300	73,000
Police Dept Grants	7,500	68,078	67,500
Senior Nutrition Grant	125,000	125,000	125,000
Charges for services			
Engineering Fees	20,000	4,725	10,000
Senior Nutrition Program Fees	1,000	1,870	1,500
Facility Use Fees	25,000	37,754	38,000
Police Report Fees	5,000	5,000	5,000
Aquatic Center Fees	57,000	52,321	52,000
Other Charges for Services	11,600	55,742	19,800
Fines and forfeits			
Animal Control Fees	25,000	28,000	25,000
Library Fines	2,000	1,000	1,000
Court Fines and Forfeitures	140,000	140,000	140,000
Interest on investments			
Interest	500,000	604,871	550,000
Contributions			
Voluntary contributions			
Total General Fund	\$ 17,911,000	\$ 17,785,939	\$ 17,104,717

* 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
Revenues other than property taxes
Fiscal Year 2025

Source of revenues	Estimated revenues 2024	Actual revenues* 2024	Estimated revenues 2025
Special revenue funds			
Highway User Revenue	\$ 1,400,000	\$ 1,400,000	\$ 1,397,894
Interest	10,000	18,794	15,000
Miscellaneous	2,500	15,300	3,500
	<u>\$ 1,412,500</u>	<u>\$ 1,434,094</u>	<u>\$ 1,416,394</u>
Miscellaneous Grants	\$ 3,500,000	\$ 205,462	\$ 3,500,000
CDBG Grant		2,200	403,816
	<u>\$ 3,500,000</u>	<u>\$ 207,662</u>	<u>\$ 3,903,816</u>
Special Revenue Fund - Court	\$ 25,500	\$ 29,622	\$ 28,000
Special Revenue Fund - PD	12,000	5,610	5,000
Special Revenue Fund - Cemetery Maintenance			14,250
Lighting Improvement Districts #1, #2, #3	4,100	3,900	4,450
Del Sol Improvement District			2,700
	<u>\$ 41,600</u>	<u>\$ 39,132</u>	<u>\$ 54,400</u>
Total special revenue funds	<u>\$ 4,954,100</u>	<u>\$ 1,680,888</u>	<u>\$ 5,374,610</u>
Capital projects funds			
Capital Improvements Fund - General Fund	\$ 5,287,000	\$ 3,135,550	\$ 5,765,300
Capital Improvements Fund - Streets		52,598	
Asset Replacement Fund	5,000	60,768	40,000
	<u>\$ 5,292,000</u>	<u>\$ 3,248,916</u>	<u>\$ 5,805,300</u>
Total capital projects funds	<u>\$ 5,292,000</u>	<u>\$ 3,248,916</u>	<u>\$ 5,805,300</u>
Enterprise funds			
Water Enterprise Fund	\$ 1,021,000	\$ 929,500	\$ 1,063,000
Capital Improvement Fund - Water	2,000,000		2,000,000
Wastewater Enterprise Fund	2,114,000	2,018,881	2,869,840
Capital Improvement Fund - Wastewater	1,000,000		3,100,000
	<u>\$ 6,135,000</u>	<u>\$ 2,948,381</u>	<u>\$ 9,032,840</u>
Total enterprise funds	<u>\$ 6,135,000</u>	<u>\$ 2,948,381</u>	<u>\$ 9,032,840</u>
Total all funds	<u>\$ 34,292,100</u>	<u>\$ 25,664,124</u>	<u>\$ 37,317,467</u>

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

Town of Chino Valley
Other financing sources/(uses) and interfund transfers
Fiscal year 2025

Fund	Other financing 2025		Interfund transfers 2025	
	Sources	(Uses)	In	(Out)
General Fund				
Transfer to Cap Asset Replacement	\$	\$	\$	\$ 100,000
Total General Fund	\$	\$	\$	\$ 100,000
Special revenue funds				
HURF Transfer to Streets CIP	\$	\$	\$	\$ 200,000
Total special revenue funds	\$	\$	\$	\$ 200,000
Debt service funds				
Trans from General CIP	\$	\$	\$ 1,281,479	\$
Total debt service funds	\$	\$	\$ 1,281,479	\$
Capital projects funds				
Cap Asset Trans from General Fund	\$	\$	\$ 100,000	\$
General CIP Trans to Wastewater CIP				620,000
General CIP Trans to Debt Service				1,281,479
General CIP Trans to Streets CIP				1,000,000
Streets CIP Trans from General CIP			1,000,000	
Streets CIP Trans from HURF			200,000	
Total capital projects funds	\$	\$	\$ 1,300,000	\$ 2,901,479
Enterprise funds				
Water Ent Transfer to Water CIP	\$	\$	\$	\$ 325,000
Water CIP Transfer from Water Ent			325,000	
Wastewater CIP Trans from Gen CIP			620,000	
Wastewater CIP	6,050,000			
Total enterprise funds	\$ 6,050,000	\$	\$ 945,000	\$ 325,000
Total all funds	\$ 6,050,000	\$	\$ 3,526,479	\$ 3,526,479

**Town of Chino Valley
Expenditures/expenses by fund
Fiscal year 2025**

Fund/Department	Adopted budgeted expenditures/ expenses 2024	Expenditure/ expense adjustments approved 2024	Actual expenditures/ expenses* 2024	Budgeted expenditures/ expenses 2025
General Fund				
Community Services	\$ 1,567,000	\$	\$ 1,441,000	\$ 1,978,320
Development Services	1,298,400		1,105,400	1,577,176
Finance	560,000		560,000	614,071
Human Resources	603,000		515,000	687,320
Information Technology Services	663,000		498,669	707,837
Mayor and Council	83,600		81,800	81,800
Municipal Court	396,500		396,500	457,747
Non-Departmental	1,586,200		1,499,603	754,522
Police	5,366,200		5,150,312	6,522,205
Public Works	3,292,800		3,003,407	3,953,580
Town Clerk	407,000		387,800	469,006
Town Manager	818,600		653,600	866,895
Contingency	625,000		450,000	650,000
Total General Fund	\$ 17,267,300	\$	\$ 15,743,091	\$ 19,320,479
Special revenue funds				
Highway User Revenue Fund	\$ 2,000,400	\$	\$ 1,255,615	\$ 2,108,791
Streets CIP	4,763,000	(998,265)	2,343,853	3,099,206
Miscellaneous Grants Fund	3,500,000		82,431	3,500,000
CDGB Grant			22,598	403,816
Special Revenue Fund - Court	17,000		17,000	17,200
Special Revenue Fund - Police	8,000		5,000	5,000
Special Rev Fund - Cemetery				9,300
Lighting Improvement Districts	4,000		4,300	4,350
Del Sol Improvement District				2,600
SLFRF	3,800,000		3,300,000	500,000
Total special revenue funds	\$ 14,092,400	\$ (998,265)	\$ 7,030,797	\$ 9,650,263
Debt service funds				
Debt Service Fund	\$ 1,278,000	\$	\$ 1,278,000	\$ 1,281,479
Total debt service funds	\$ 1,278,000	\$	\$ 1,278,000	\$ 1,281,479
Capital projects funds				
General Fund CIP	\$ 5,797,000	\$	\$ 818,931	\$ 5,194,455
Asset Replacement Fund	417,000		185,024	634,976
Total capital projects funds	\$ 6,214,000	\$	\$ 1,003,955	\$ 5,829,431
Enterprise funds				
Water Enterprise Fund	\$ 895,500	\$	\$ 806,066	\$ 995,044
Water CIP	2,200,000		200,000	2,400,000
Wastewater Enterprise Fund	1,178,300		1,810,573	2,885,367
Wastewater CIP	1,025,000	998,265	609,059	10,095,245
Total enterprise funds	\$ 5,298,800	\$ 998,265	\$ 3,425,698	\$ 16,375,656
Total all funds	\$ 44,150,500	\$	\$ 28,481,541	\$ 52,457,308

* 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
Expenditures/expenses by department
Fiscal year 2025

Department/Fund	Adopted budgeted expenditures/expenses	Expenditure/expense adjustments approved	Actual expenditures/expenses*	Budgeted expenditures/expenses
	2024	2024	2024	2025
Community Services:				
General Fund	\$ 1,567,000	\$	\$ 1,441,000	\$ 1,978,320
Department total	\$ 1,567,000	\$	\$ 1,441,000	\$ 1,978,320
Development Services:				
General Fund	\$ 1,298,400	\$	\$ 1,105,400	\$ 1,577,176
Department total	\$ 1,298,400	\$	\$ 1,105,400	\$ 1,577,176
Finance:				
General Fund	\$ 560,000	\$	\$ 560,000	\$ 614,071
Department total	\$ 560,000	\$	\$ 560,000	\$ 614,071
Human Resources:				
General Fund	\$ 603,000	\$	\$ 515,000	\$ 687,320
Department total	\$ 603,000	\$	\$ 515,000	\$ 687,320
Information Technology Services:				
General Fund	\$ 663,000	\$	\$ 498,669	\$ 707,837
Department total	\$ 663,000	\$	\$ 498,669	\$ 707,837
Mayor and Council:				
General Fund	\$ 83,600	\$	\$ 81,800	\$ 81,800
Department total	\$ 83,600	\$	\$ 81,800	\$ 81,800
Municipal Court:				
General Fund	\$ 396,500	\$	\$ 96,500	\$ 457,747
Special Rev Fund - Court	17,000	\$	17,000	17,200
Department total	\$ 413,500	\$	\$ 113,500	\$ 474,947
Non-Departmental:				
General Fund	\$ 2,211,200	\$	\$ 1,949,603	\$ 1,404,522
Miscellaneous Grants Fund	3,500,000	\$	82,431	3,500,000
CDGB Grant	\$	\$	22,598	403,816
SLFRF	3,800,000	\$	3,300,000	500,000
Debt Service Fund	1,278,000	\$	1,278,000	1,281,479
General Fund CIP	5,797,000	\$	818,931	5,194,455
Asset Replacement Fund	417,000	\$	185,024	634,976
Department total	\$ 17,003,200	\$	\$ 7,636,587	\$ 12,919,248
Police:				
General Fund	\$ 5,366,200	\$	\$ 5,150,312	\$ 6,522,205
Special Rev Fund - Police	8,000	\$	5,000	5,000
Department total	\$ 5,374,200	\$	\$ 5,155,312	\$ 6,527,205

Town of Chino Valley
Expenditures/expenses by department
Fiscal year 2025

Department/Fund	Adopted budgeted expenditures/expenses	Expenditure/expense adjustments approved	Actual expenditures/expenses*	Budgeted expenditures/expenses
	2024	2024	2024	2025
Public Works:				
General Fund	\$ 3,292,800	\$	\$ 3,003,407	\$ 3,953,580
Highway User Revenue Fund	2,000,400		1,255,615	2,108,791
Streets CIP	4,763,000	(998,265)	2,343,853	3,099,206
Special Rev Fund - Cemetery				9,300
Department total	\$ 10,056,200	\$ (998,265)	\$ 6,602,875	\$ 9,170,877
Town Clerk:				
General Fund	\$ 407,000	\$	\$ 387,800	\$ 469,006
Department total	\$ 407,000	\$	\$ 387,800	\$ 469,006
Town Manager:				
General Fund	\$ 818,600	\$	\$ 653,600	\$ 866,895
Department total	\$ 818,600	\$	\$ 653,600	\$ 866,895
Water:				
Water Enterprise Fund	\$ 895,500	\$	\$ 806,066	\$ 995,044
Water CIP	2,200,000		200,000	2,400,000
Department total	\$ 3,095,500	\$	\$ 1,006,066	\$ 3,395,044
Wastewater:				
Wastewater Enterprise Fund	\$ 1,178,300	\$	\$ 1,810,573	\$ 2,885,367
Wastewater CIP	1,025,000	998,265	609,059	10,095,245
Department total	\$ 2,203,300	\$ 998,265	\$ 2,419,632	\$ 12,980,612
Improvement Districts:				
Lighting Improvement Districts	\$ 4,000	\$	\$ 4,300	\$ 4,350
Del Sol Improvement District				2,600
Department total	\$ 4,000	\$	\$ 4,300	\$ 6,950
Total all funds	\$ 44,150,500	\$	\$ 28,181,541	\$ 52,457,308

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

Town of Chino Valley
Full-time employees and personnel compensation
Fiscal year 2025

Fund	Full-time equivalent (FTE)		Employee salaries and hourly costs		Retirement costs		Healthcare costs		Other benefit costs		Total estimated personnel compensation	
	2025		2025		2025		2025		2025		2025	
General Fund	122.0	\$	8,581,477	\$	1,401,527	\$	1,283,268	\$	969,848	\$	12,236,120	
Special revenue funds												
Highway User Revenue Fund	9.0	\$	481,379	\$	58,732	\$	106,332	\$	88,313	\$	734,756	
Total special revenue funds	9.0	\$	481,379	\$	58,732	\$	106,332	\$	88,313	\$	734,756	
Enterprise funds												
Water Enterprise	3.5	\$	243,005	\$	28,590	\$	43,554	\$	34,190	\$	349,339	
Wastewater Enterprise	3.5	\$	243,005	\$	28,590	\$	43,554	\$	34,190	\$	349,339	
Total enterprise funds	7.0	\$	486,010	\$	57,180	\$	87,108	\$	68,380	\$	698,678	
Total all funds	138.0	\$	9,548,866	\$	1,517,439	\$	1,476,708	\$	1,126,541	\$	13,669,554	





Fund Structure

Legal Compliance and Financial Management

A fund is a group of related accounts that is used to maintain control over resources that have been segregated for specific activities or objectives. 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. This approach is unique to the government sector; fund accounting segregates functions and activities into separate self-balancing funds that are created and maintained for specific purposes.

Major Funds

Major funds represent the significant activities of the Town and include any fund which revenues or expenditures, excluding other financing sources and uses, constitutes more than 10% of the revenues or expenditures of the appropriated budget. The breakdown of the Town’s fund structure is as follows:

Major Governmental Funds

- **General Fund** – primary operating fund of the Town that exists to account for the resources devoted to finance the services associated with local government
- **Major Special Revenue Funds**
These funds are used to account for the proceeds of specific revenue sources that are legally restricted to expenditures for specific purposes or resources dedicated for specific purposes.
 - **Grant Fund** – account for various grants received from federal or state agencies and funds that are donated to the Town for a variety of purposes
 - **Highway User Revenue Fund (HURF)** – accounts for the Town’s share of Arizona’s highway user tax revenues and expenditures
- **Major Capital Project Funds**
This fund is used to account for financial resources to be used for the acquisition or construction of major capital projects.
 - **General Capital Improvement Fund** – used to account for the additional 1.00% in the Town’s TPT to be used for capital improvements

Major Enterprise Funds

These funds are used to account for operations, including debt service, which are financed and operated similarly to private businesses, where the intent is financial self-sufficiency with all costs supported predominantly by user charges.

- **Wastewater Fund** – operating wastewater utility fund supported by user fees to pay the costs of operation
- **Wastewater Capital Improvement Fund** – large-scale capital improvements for the wastewater system, it is reported in the financial statements consolidated with the Wastewater Fund
- **Water Fund** – operating water utility fund supported by user fees to pay the costs of operation
- **Water Capital Improvement Fund** – large-scale capital improvements for the water system, it is reported in the financial statements consolidated with the Water Fund



Nonmajor Funds

Nonmajor Governmental Funds

▪ **Nonmajor Special Revenue Funds**

These funds are used to account for the proceeds of specific revenue sources that are legally restricted to expenditures for specific purposes or resources dedicated for specific purposes.

- **Streets Capital Improvement Fund** – accounts for large scale street improvement projects, it is reported in the financial statements consolidated with HURF
- **SLFRF** – established to account for the surplus resources from the State and Local Fiscal Recovery Fund program (SLFRF), it is reported in the financial statements consolidated with the General Fund
- **Court Fund** – accumulates funds specifically for the purpose of the municipal Court improvements and court collection program, it is reported in the financial statements consolidated with the General Fund
- **Cemetery Fund** – accumulates funds from the burial fees of the Town cemetery and the maintenance of the facility, it is reported in the financial statements consolidated with the General Fund
- **Police Impoundment Fee Fund** – accounts for funds collected from vehicle impoundment per ARS § 28-3511, it is reported in the financial statements consolidated with the General Fund
- **Chino Valley Street Lighting Improvement District (CVSLID) Fund** – accumulates funds for the electricity costs of the three lighting districts
- **Del Sol Maintenance Improvement District (MID) Fund** – accumulates funds for the landscape and drainage maintenance costs of the Del Sol district

▪ **Nonmajor Debt Service Funds**

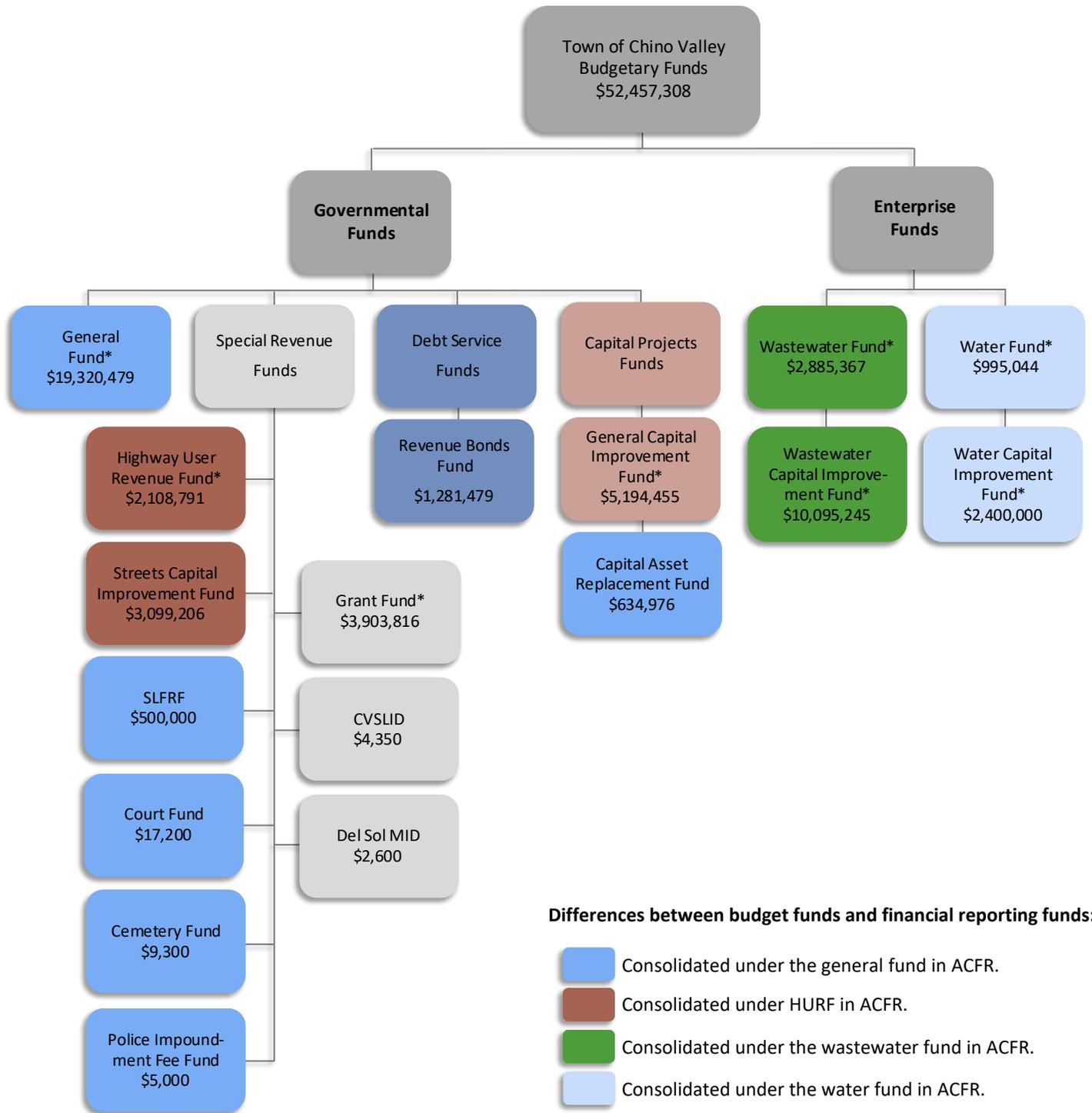
These funds are used to account for the accumulation of resources for, and the payment of general long-term debt principal and interest that are not serviced by the Enterprise Funds.

- **Revenue Bonds Fund** – account for the refunding of debt associated with the construction of various Town improvements, refinancing the prior bonds and financing the new Police Building

▪ **Non-major Capital Project Funds**

This fund is used to account for financial resources to be used for the acquisition or construction of capital equipment.

- **Capital Asset Replacement Fund** – accumulates funds to be used for future replacement of vehicles or other major capital assets, it is reported in the financial statements consolidated with the General Fund



Differences between budget funds and financial reporting funds:

- Consolidated under the general fund in ACFR.
- Consolidated under HURF in ACFR.
- Consolidated under the wastewater fund in ACFR.
- Consolidated under the water fund in ACFR.

*Denotes major fund.



This table identifies the relationship between each operating department and each fund.

Department/Fund Relationship													
Fund Type	Fund	Community Services	Development Services	Finance	Human Resources	Information Technology	Mayor and Council	Municipal Court	Non-Departmental	Police	Public Works	Town Clerk	Town Manager
General Fund		X	X	X	X	X	X	X	X	X	X	X	X
Special Revenue Funds	Cemetery Fund										X		
	Court Fund							X					
	Grant Fund	X							X	X	X		X
	Highway User Revenue Fund										X		
	Streets Capital Improvement Fund										X		
	Police Impoundment Fee Fund									X			
	CVSLID								X				
	Del Sol MID								X				
	SLFRF										X		
Debt Service Funds	Revenue Bonds Fund								X				
Capital Projects Funds	General Capital Improvement Fund	X		X					X	X	X		X
	Capital Asset Replacement Fund								X	X	X		
Enterprise Funds	Wastewater Fund										X		
	Wastewater Capital Improvement Fund										X		
	Water Fund										X		
	Water Capital Improvement Fund										X		



FINANCIAL POLICIES



Financial Policies

Overview

The policies in this section were adopted by Council Resolution No. 13-1010 on May 28, 2013. They are summarized here for ease of reference, providing a clear overview of the guidelines that shape the Town's financial management and decision-making processes. These policies include essential standards for budgeting, debt management, capital planning, investment practices, and financial reporting, ensuring responsible stewardship of public resources and promoting long-term fiscal sustainability.

Summary of Policy Measures			
Policy	Fund	Target	Result
Contingency	All	Contingency <5% of expenditure budgets	4.1%
Reserve	General	Stabilization fund balance ≥ 25% of GF expenditures	29.1%
	Water	Reserves ≥ 90 days (25%) of operating expenditures	215.8%
	Wastewater	Reserves ≥ 90 days (25%) of operating expenditures	139.4%
Debt Management	Governmental	Asset-to-liability ratio ≥ 2:1	5.2

Operating Management/Budget Policies

This section summarizes the policies governing the Town's budget process and financial management practices, ensuring fiscal responsibility, compliance, and efficient resource allocation. Key areas include:

- **Budget Process and Compliance**
 - **Annual Budget Calendar:** The budget process follows a calendar aligned with Arizona State statutes, ensuring timely completion of tasks required to adopt the annual budget.
 - **Balanced Budget Requirement:** Each fund must have a balanced budget, with expenditures matched by anticipated revenues and beginning unreserved fund balances above the required reserve.
 - **Revenue and Expenditure Recognition:** Revenues are recognized when measurable and available; expenditures are encumbered once a liability is incurred and are charged to the fiscal year they arise in.
 - **Lapse of Budgeted Expenditures:** Expenditures unencumbered by a purchase order lapse at fiscal year-end, while encumbered items must be received, invoiced by June 30, and paid within 60 days to remain within the budget year.
- **Budgetary Controls**
 - **Fund-Level Adoption and Reallocation:** Budgets are adopted at the fund level. Expenditure reallocations within funds require Town Manager approval, while capital reallocations need Council approval.
 - **User Fees and Charges:** Enterprise user fees are reviewed biannually, while non-enterprise fees are reviewed annually.
 - **Grant Management:** Grant funds are used to leverage Town resources but are not relied upon for ongoing programs. Programs funded by grants are adjusted according to funding levels, and Town resources are only substituted after priority review in the budget process.
- **Budget Development and Forecasting**
 - **Strategic, Multi-Year Planning:** The Town uses strategic fiscal planning with conservative revenue projections and modified zero-base expenditure analysis, requiring annual justification of all programs.
 - **Balanced Revenue/Expenditure Forecasts:** Annual three-year forecasts (with a five-year outlook) are developed to assess the Town's ability to support operational costs amid economic changes and service demands.



- **Capital and One-Time Revenue Use**
 - **Capital Expenditures and Operating Impact:** All capital projects are evaluated for long-term operational impacts and aligned with sustainable resources for both initial investment and maintenance.
 - **One-Time Revenues:** Revenues from non-recurring sources are used for capital or non-recurring expenses, not for operational expenses with long-term impacts.
- **Personnel and Service Management**
 - **Personnel Requests:** New staffing is only requested when essential to meet service needs, following a thorough assessment of cost-benefit and potential revenue gains or efficiency improvements.
 - **Outside Agency Funding:** Funding for outside agencies is provided based on the agency's alignment with Town needs and goals and completion of the Town's application process.
- **Alternative Service Delivery**
 - **Evaluation of Service Alternatives:** Departments collaborate annually with the Finance Department to explore alternative service delivery methods, assessing options to provide quality services at competitive costs.
- **Investment Management**
 - **Cash and Investment Policies:** Cash and investments are managed by the Town Code, prioritizing principal safety, liquidity, and return on investment.

Capital Management Policy

This section outlines the Town's approach to managing capital improvements through careful planning, prioritization, and funding strategies. The policy ensure that capital projects align with the Town's goals, maintain infrastructure, and support long-term financial sustainability. Key components include:

- **Capital Improvement Plan (CIP)**
 - **Five-Year Plan:** A rolling five-year Capital Improvement Plan (CIP) is developed and updated annually, detailing anticipated funding sources for planned projects.
 - **Project Definition:** Capital projects are defined as infrastructure or equipment purchases or construction that create a capital asset valued at over \$50,000 with a useful life of five years or more.
- **Funding for Repair and Replacement**
 - The CIP allocates resources for ongoing maintenance, repairs, and infrastructure replacement to prevent significant unfunded liabilities and maintain the Town's assets in good condition.
- **Project Prioritization and Evaluation**
 - **Review Process:** A cross-departmental team reviews and prioritizes proposed capital projects, assessing accurate costs (design, capital, and operating) and alignment with the Town's goals and objectives.
 - **Priority Criteria:** Projects receive priority based on criteria such as mandatory or regulatory need, economic development potential, efficiency improvements, service necessity, high usage, cost reduction, grant funding availability, prior commitments, and enhancement of health, safety, and welfare.
- **Coordination with Operating Budget**
 - The CIP is integrated with the Operating Budget to account for future operating, maintenance, and replacement costs of new capital improvements. Forecasted costs are matched to available resources, and each project contract award includes a fiscal impact statement detailing expected future operating impacts and timelines.
- **Funding Mechanisms**
 - **Pay-As-You-Go Financing:** To minimize debt reliance, the Town prioritizes pay-as-you-go financing methods for capital projects. This approach uses available revenue sources such as fund balances, developer contributions, grants, and other non-debt resources wherever feasible.



Debt Management Policy

This section outlines the policy guiding the Town’s debt management approach to ensure fiscal responsibility, minimize borrowing costs, and maintain flexibility in financial planning. Key policy areas include:

- **Bond Rating Maintenance**
 - The Town will strive to maintain or improve its bond rating, minimizing borrowing costs and securing access to credit.
- **Debt Impact Analysis and Interjurisdictional Communication**
 - Each new bond issue proposal will be accompanied by an analysis showing how it affects the Town’s debt capacity and compliance with debt policies.
 - The Town will coordinate with other jurisdictions sharing the tax base to align collective debt planning and minimize overlapping tax burdens.
- **Types of Debt**
 - **General Obligation Debt:** Supported by property tax revenues, General Obligation debt is issued as approved by voters and will be managed to align with the Town’s assessed valuation and property tax capacity.
 - **Revenue-Based Debt:** Voter-approved debt, such as water, sewer, and Highway User Revenue Fund (HURF) debt, will be supported by dedicated revenue sources (e.g., fees and user charges).
- **Debt Service Limitations**
 - Total debt service costs across all debt types should not exceed 25% of the Town’s operating revenue, ensuring flexibility and manageable fixed costs.
- **Debt Issuance Management**
 - General Obligation debt will be issued annually in alignment with Capital Improvement Plan cash flow needs, keeping the property tax burden below \$150 per \$100 of assessed value.
- **Non-Voter Approved Debt**
 - **Municipal Property Corporation and Contractual Debt:** Non-voter-approved debt will only be used if supported by a dedicated revenue source, such as an additional sales tax, to cover debt service expenses.
- **Debt Duration and Repayment**
 - Debt financing terms will not exceed the useful life of the associated infrastructure, ensuring repayment aligns with the asset's benefit period.
- **Liquidity Ratio**
 - The Town will maintain a current asset-to-liability ratio of at least 2:1 for Governmental Funds, ensuring adequate resources to cover short-term obligations.

Reserve Policy

This policy supports fiscal stability, emergency preparedness, and efficient asset management.

- **Annual Evaluation:** All fund designations and reserves will be reviewed each year for adequacy as part of the Town’s five-year financial planning.
- **Stabilization Reserve:** A reserve equal to 25% of operating expenditures for General Government and Enterprise funds will be maintained for emergencies. Excess reserves beyond 25% may be invested in economic opportunities, pending Council review.
- **No Negative Fund Balances:** All funds must maintain positive balances.
- **Equipment Reserve Fund:** An equipment reserve will be funded as General Fund revenues allow, supporting timely equipment and vehicle replacements. Operating departments will be charged for replacements over the assets' useful lives.



Contingency Policy

The Town will maintain a contingency account equal to 5% of the combined expenditure budget for the General, HURF, and Enterprise funds. This contingency is reserved to address unanticipated revenue shortfalls, unexpected cost increases, or urgent events affecting public health or safety. Contingency funds will only be used after exploring all other budget sources and require Town Council approval.

Financial Reporting Policy

The Town's financial reporting policy ensures transparency, compliance, and fiscal accountability in all financial operations. Key areas include:

- **Compliance and Standards:** Financial systems and reporting adhere to state and federal laws, GAAP, GASB, and GFOA standards.
- **Monthly Reporting:** The Finance Department issues monthly financial reports to Town leadership by the second Council meeting each month, with reports available on the Town's website.
- **Revenue and Expenditure Alerts:** The Town Manager and Finance Director must notify the Council if General, HURF, or Enterprise fund revenues decrease by more than 10% or if any major fund risks going over budget.
- **Annual Financial Report:** Due to the State Auditor's Office by December 31, the report is available to the Council, bonding agencies, and the public, with an oral presentation to the Council, typically early December.
- **Annual Audit:** An independent audit, covering all funds and compliance with laws, is budgeted and performed annually. Grant funding also undergoes financial and compliance audits.
- **Five-Year Banking and Audit Services Review:** Every five years, the Town issues RFPs for banking and auditing services, with contracts awarded based on proposals and approved by the Town Council.
- **Internal Controls:** Robust controls are maintained for revenue, expenditure, and program monitoring to safeguard assets, prevent losses, and uphold legal compliance, including prosecuting illegal acts like theft.



BUDGET OVERVIEW



Budget Overview

Overview

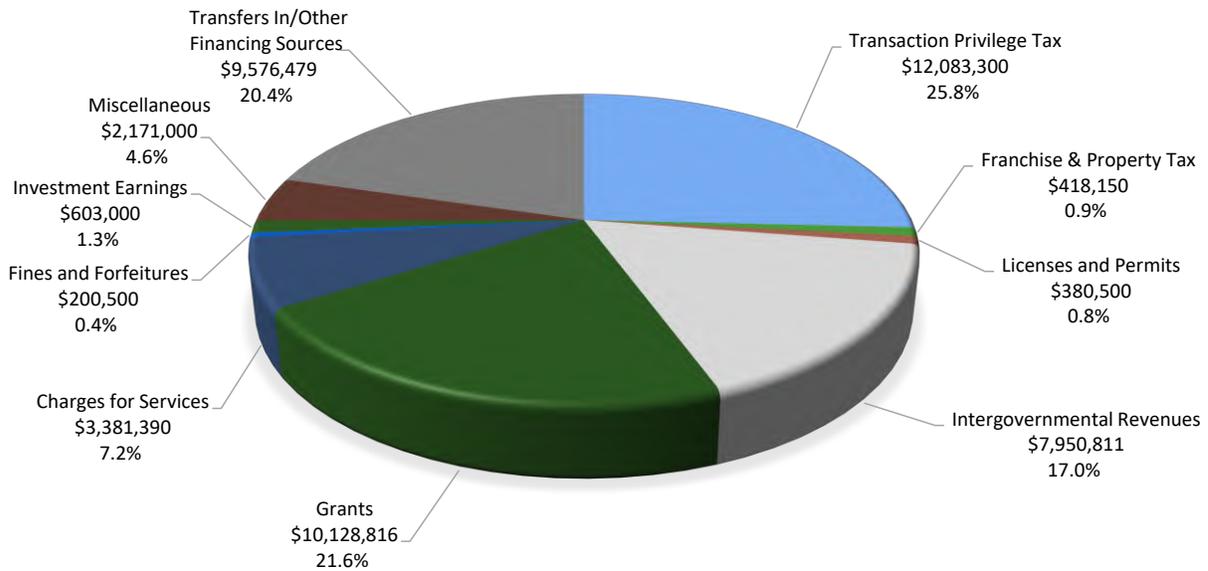
Total estimated revenues and transfers in for FY 2024-25 (excluding cash reserves) are \$46,893,946, a 14.5% increase from the FY 2023-24 adopted budget. An additional \$9,089,841 from reserves will be used to balance the budget, bringing the total FY 2024-25 budget to \$55,983,787, an 8.0% increase over the prior year. This budget covers all appropriations for the Town, divided into seven major components across Governmental and Enterprise funds.

- **Personnel Services** budget is \$14,169,554 and consists of salaries and fringe benefits for all Town employees.
- **Operating Expenditures** budget is \$5,752,247 and finances the day-to-day provisions of Town services and operational costs.
- **One-Time Operating Expenditures** budget is \$3,329,090 and finances purchases or services that occur infrequently.
- **Other Expenditures** budget is \$825,000 which consists of contingency.
- **Capital Outlay** budget is \$26,177,566 and funds equipment and improvements of Town facilities and infrastructure.
- **Debt Service** budget is \$2,203,851 and is used to repay money borrowed by the Town, primarily for capital improvements.
- **Transfers Out** budget is \$3,526,479 and represents the amount of funds transferred from one fund to another.

Consolidated Expenditure Matrix								
Fund	Personnel	Operating Expenditures	One-Time Operating Expenditures	Other Expenditures	Capital	Debt Service	Transfers Out	Total
General Fund	\$ 12,236,120	\$ 4,047,347	\$ 813,378	\$ 650,000	\$ 1,573,634	\$ -	\$ 100,000	\$ 19,420,479
Special Revenue Funds								
Cemetery Fund	-	9,300	-	-	-	-	-	9,300
Court Fund	-	7,200	-	-	10,000	-	-	17,200
Grant Fund	500,000	-	1,000,000	-	2,403,816	-	-	3,903,816
Highway User Revenue Fund	734,756	429,250	-	60,000	884,785	-	200,000	2,308,791
Streets Capital Improv.Fund	-	-	-	-	3,099,206	-	-	3,099,206
SLFRF	-	-	-	-	500,000	-	-	500,000
Police Impoundment Fee Fund	-	5,000	-	-	-	-	-	5,000
CVSLID	-	4,350	-	-	-	-	-	4,350
Del Sol MID	-	2,600	-	-	-	-	-	2,600
Debt Service Funds								
Revenue Bonds Fund	-	-	-	-	-	1,281,479	-	1,281,479
Capital Project Funds								
Capital Asset Replacement Fund	-	-	-	-	634,976	-	-	634,976
General Capital Improv. Fund	-	-	1,429,005	-	3,765,450	-	2,901,479	-
Total Governmental Funds	13,470,876	4,505,047	3,242,383	710,000	12,871,867	1,281,479	3,201,479	39,283,131
Wastewater Fund	349,339	829,900	20,000	75,000	722,727	888,401	-	2,885,367
Wastewater Capital Improv.Fund	-	-	-	-	10,095,245	-	-	10,095,245
Water Fund	349,339	417,300	66,707	40,000	87,727	33,971	325,000	1,320,044
Water Capital Improv. Fund	-	-	-	-	2,400,000	-	-	2,400,000
Total Enterprise Funds	698,678	1,247,200	86,707	115,000	13,305,699	922,372	325,000	16,700,656
Total All Funds	\$ 14,169,554	\$ 5,752,247	\$ 3,329,090	\$ 825,000	\$ 26,177,566	\$ 2,203,851	\$ 3,526,479	\$ 55,983,787



FY 2024-25 Total Revenues

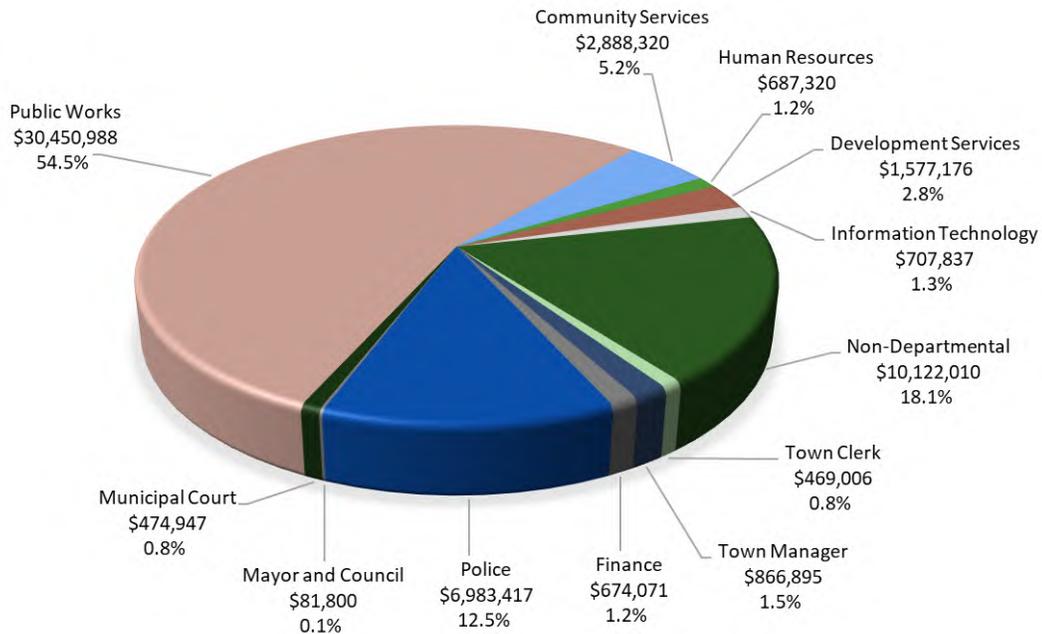


Consolidated Revenue Matrix (in thousands)

Fund	Transaction Privilege Tax	Franchise & Property Tax	Licenses and Permits	Intergovernmental Revenues	Grants	Charges for Services	Fines and Forfeitures	Investment Earnings	Miscellaneous	Transfers In/Other Financing Sources	Total
General Fund	\$ 9,058	\$ 411	\$ 381	\$ 6,413	\$ -	\$ 108	\$ 170	\$ 550	\$ 15	\$ -	\$ 17,105
Special Revenue Funds											
Cemetery Fund	-	-	-	-	-	14	-	-	-	-	14
Court Fund	-	-	-	-	-	-	26	2	-	-	28
Grant Fund	-	-	-	-	3,904	-	-	-	-	-	3,904
Highway User Revenue Fund	-	-	-	1,398	-	3	-	15	1	-	1,416
Streets Capital Improv.Fund	-	-	-	-	-	-	-	-	-	1,200	1,200
SLFRF	-	-	-	-	-	-	-	-	-	-	-
Police Impoundment Fee Fund	-	-	-	-	-	-	5	-	-	-	5
CVSLID	-	4	-	-	-	-	-	-	-	-	4
Del Sol MID	-	3	-	-	-	-	-	-	-	-	3
Debt Service Funds											
Revenue Bonds Fund	-	-	-	-	-	-	-	-	-	1,281	1,281
Capital Project Funds											
Capital Asset Replacement Fund	-	-	-	-	-	-	-	5	35	100	140
General Capital Improv. Fund	3,025	-	-	140	500	-	-	-	2,100	-	5,765
Total Governmental Funds	12,083	418	381	7,951	4,404	125	201	572	2,151	2,581	30,866
Wastewater Fund	-	-	-	-	625	1,063	-	-	-	-	1,688
Wastewater Capital Improv.Fund	-	-	-	-	3,100	-	-	-	-	6,670	9,770
Water Fund	-	-	-	-	-	2,194	-	31	20	-	2,245
Water Capital Improv. Fund	-	-	-	-	2,000	-	-	-	-	325	2,325
Total Enterprise Funds	-	-	-	-	5,725	3,257	-	31	20	6,995	16,028
Total All Funds	\$ 12,083	\$ 418	\$ 381	\$ 7,951	\$ 10,129	\$ 3,381	\$ 201	\$ 603	\$ 2,171	\$ 9,576	\$ 46,894



FY 2024-25 Total Expenditures



Consolidated Expenditure Matrix (in thousands)

Fund	Community Services	Development Services	Finance	Human Resources	Information Technology	Mayor and Council	Municipal Court	Non-Departmental	Police	Public Works	Town Clerk	Town Manager	Total
General Fund	\$ 1,978	\$ 1,577	\$ 614	\$ 687	\$ 708	\$ 82	\$ 458	\$ 1,505	\$ 6,522	\$ 3,954	\$ 469	\$ 867	\$ 19,420
Special Revenue Funds													
Cemetery Fund	-	-	-	-	-	-	-	-	-	9	-	-	9
Court Fund	-	-	-	-	-	-	17	-	-	-	-	-	17
Grant Fund	-	-	-	-	-	-	-	3,904	-	-	-	-	3,904
Highway User Revenue Fund	-	-	-	-	-	-	-	-	-	2,309	-	-	2,309
Streets Capital Improv.Fund	-	-	-	-	-	-	-	-	-	3,099	-	-	3,099
SLFRF	-	-	-	-	-	-	-	-	-	500	-	-	500
Police Impoundment Fee Fund	-	-	-	-	-	-	-	-	5	-	-	-	5
CVSLID	-	-	-	-	-	-	-	4	-	-	-	-	4
Del Sol MID	-	-	-	-	-	-	-	3	-	-	-	-	3
Debt Service Funds													
Revenue Bonds Fund	-	-	-	-	-	-	-	1,281	-	-	-	-	1,281
Capital Project Funds													
Capital Asset Replacement Fund	-	-	-	-	-	-	-	144	456	35	-	-	635
General Capital Improv. Fund	910	-	60	-	-	-	-	3,281	-	3,844	-	-	8,096
Total Governmental Funds	2,888	1,577	674	687	708	82	475	10,122	6,983	13,750	469	867	39,283
Wastewater Fund	-	-	-	-	-	-	-	-	-	2,885	-	-	2,885
Wastewater Capital Improv.Fund	-	-	-	-	-	-	-	-	-	10,095	-	-	10,095
Water Fund	-	-	-	-	-	-	-	-	-	1,320	-	-	1,320
Water Capital Improv. Fund	-	-	-	-	-	-	-	-	-	2,400	-	-	2,400
Total Enterprise Funds	-	-	-	-	-	-	-	-	-	16,701	-	-	16,701
Total All Funds	\$ 2,888	\$ 1,577	\$ 674	\$ 687	\$ 708	\$ 82	\$ 475	\$ 10,122	\$ 6,983	\$ 30,451	\$ 469	\$ 867	\$ 55,984



Chino Valley Aquatics Center



Fund Balance

Overview

The table below illustrates the estimated beginning and ending fund balances for all governmental and enterprise funds. When necessary, fund reserves are used to finance expenditures/expenses, specifically capital outlay.

Fund Balances (Including Transfers)						
Fund	Estimated Beginning Fund Balance 07/01/24	Revenues and Other Financing Sources	Expenditures and Other Financing Uses	Estimated Ending Fund Balance 06/30/25	\$ Change Fund Balance	% Change Fund Balance
GOVERNMENTAL FUNDS						
General Fund	\$ 7,969,406	\$ 17,104,717	\$ 19,420,479	\$ 5,653,644	\$ (2,315,762)	-29.1%
Special Revenue Funds						
Cemetery Fund	120,000	14,250	9,300	124,950	4,950	4.1%
Court Fund	130,559	28,000	17,200	141,359	10,800	8.3%
Grant Fund	391,957	3,903,816	3,903,816	391,957	-	0.0%
Highway User Revenue Fund	2,113,889	1,416,394	2,308,791	1,221,492	(892,397)	-42.2%
Streets Capital Improv.Fund	2,396,416	1,200,000	3,099,206	497,210	(1,899,206)	-79.3%
SLFRF	500,000	-	500,000	-	(500,000)	-100.0%
Police Impoundment Fee Fund	79,974	5,000	5,000	79,974	-	0.0%
CVSLID	968	4,450	4,350	1,068	100	10.3%
Del Sol MID	-	2,700	2,600	100	100	100.0%
Debt Service Funds						
Revenue Bonds Fund	480,709	1,281,479	1,281,479	480,709	-	0.0%
Capital Project Funds						
Capital Asset Replacement Fund	814,895	140,000	634,976	319,919	(494,976)	-60.7%
General Capital Improv. Fund	2,987,507	5,765,300	8,095,934	656,873	(2,330,634)	-78.0%
Total Governmental Funds	17,986,280	30,866,106	39,283,131	9,569,255	(8,417,025)	-46.8%
ENTERPRISE FUNDS						
Wastewater Fund	7,244,749	2,869,840	2,885,367	7,229,222	(15,527)	-0.2%
Wastewater Capital Improv.Fund	350,000	9,770,000	10,095,245	24,755	(325,245)	-92.9%
Water Fund	6,353,723	1,063,000	1,320,044	6,096,679	(257,044)	-4.0%
Water Capital Improv. Fund	88,127	2,325,000	2,400,000	13,127	(75,000)	-85.1%
Total Enterprise Funds	14,036,599	16,027,840	16,700,656	13,363,783	(672,816)	-4.8%
Total All Funds	\$ 32,022,879	\$ 46,893,946	\$ 55,983,787	\$ 22,933,038	\$ (9,089,841)	-28.4%



Change in Fund Balance

Major Funds

All major funds are addressed.

- **General Fund: (29.1%)** – Fund balance is expected to **decrease** by \$2,315,762 due to significant investments in capital and one-time projects including \$351,325 in one-time operating requests, \$782,000 in capital requests, \$250,000 towards unfunded PSPRS liability, and \$792,868 in rollovers that were not completed in FY 2023-24.
- **Grant Fund: 0.0%** – Fund balance is expected to remain unchanged due to revenues equaling expenditures.
- **Highway User Revenue Fund: (42.2%)** – A **decrease** of \$892,397 in the HURF fund balance is due to investments in capital and one-time projects including \$275,000 in new capital and \$609,785 in rollovers that were not completed in FY 2023-24.
- **General Capital Improvement Fund: (78%)** – An overall fund balance **decrease** of \$2,330,634 is expected. This decrease is mainly due to due to significant investments in capital and one-time projects including \$2,925,000 in capital requests and \$2,269,455 in rollovers that were not completed in FY 2023-24.
- **Enterprise Funds:** It is important to note that while the enterprise funds are all showing a decrease in fund balance, for accounting purposes, capital expenses will be reclassified to assets which will effectively neutralize the decreases.
 - **Wastewater Fund: (0.2%)** – An overall fund balance **decrease** of \$15,527 is expected. This decrease is mainly due to budgeted revenues being lower than budgeted expenses.
 - **Wastewater Capital Improvement Fund: (92.9%)** – An overall fund balance **decrease** of \$325,245 is expected. This decrease is mainly due to budgeted revenues being lower than budgeted expenses due to the large-scale improvement project at the treatment plant.
 - **Water Fund: (4.0%)** – An overall fund balance **decrease** of \$257,044 is expected. This decrease is mainly due to budgeted revenues being lower than budgeted expenses due to a potential Congressionally directed spending grant that requires matching funds.
 - **Water Capital Improvement Fund: (85.1%)** – An overall fund balance **decrease** of \$75,000 is expected. This decrease is mainly due to budgeted revenues being lower than budgeted expenses due to a potential Congressionally directed spending grant that requires matching funds.

Nonmajor Funds

Nonmajor funds that are projected to increase or decrease in fund balance by 10.0% or more are listed below with an explanation for the change.

- **Streets Capital Improvement Fund: (79.3%)** – Fund balance is projected to **decrease** by \$1,899,206 due to large-scale projects including \$1,460,000 in new capital and \$1,639,206 in rollovers that were not completed in FY 2023-24.
- **SLFRF: (100.0%)** – The anticipated fund balance **decrease** of \$500,000 is due to the rollover of the final project in this fund from FY 2023-24. After completion, this fund will be inactive.
- **CVSLID: 10.3%** – Fund balance is projected to **increase** by \$100 due to slight increase in the district tax rates.
- **Del Sol MID: 100.0%** – Fund balance is expected to **increase** by \$100 due to FY 24-25 being the first year of activity.
- **Capital Asset Replacement Fund: (60.7%)** – The anticipated fund balance **decrease** of \$494,976 is due to budgeted equipment replacement expenditures, including \$403,000 in new requests and \$231,976 in rollovers that were not completed yet.



Financial Schedules

Overview

This section presents consolidated and fund-level financial schedules for the Town’s major and nonmajor funds over the past three years, FY 2022-23 actuals, FY 2023-24 budget and projections, and FY 2024-25 budget, along with projections for the next three fiscal years, FY 2025-26, FY 2026-27, and FY 2027-28. The future year projections are based on several key assumptions:

- **Moderate Growth in the Transaction Privilege Tax (TPT) Base:** Moderate growth in TPT (local sales tax) is expected due to a stable economic base of local businesses and retail. TPT growth is essential for funding services, so steady, moderate growth allows for conservative revenue planning, avoiding over-reliance on uncertain increases in sales activity. This approach enables effective budgeting while meeting service expectations.
- **Capital Expenditures Aligned with the Five-Year Capital Improvement Plan (CIP):** Aligning capital expenditures with a structured, five-year CIP ensures that resources are directed toward priority projects. This plan helps manage larger projects—such as infrastructure repairs or facility upgrades—without overwhelming the budget. Careful scheduling of capital projects stabilizes finances over time.
- **Annual Increases of 3-5% in Personnel Costs:** Annual personnel cost increases of 3-5% account for cost-of-living (COLA) and minor merit increases, as well as rising benefit costs. These adjustments help attract and retain qualified staff, essential for maintaining consistent, high-quality services. Importantly, this increase does not account for adding new positions, enabling controlled growth in personnel costs while meeting operational needs.
- **Minimal Operating Cost Increases of Approximately 2%:** Operating cost increases are kept at about 2% to maintain essential services without overextending the budget. This conservative approach ensures that minor fluctuations in costs for supplies, utilities, or maintenance are accounted for, preventing a heavy burden on finances. Managing operating costs with small, incremental increases is key to maintaining budget balance.
- **Debt Service Obligations as Outlined in Current Schedules:** Adhering to debt service obligations as scheduled is crucial for maintaining good credit and financial stability. Debt is typically planned around large projects that cannot be funded out of the operating budget, such as new infrastructure or major facility renovations. Sticking to the debt service schedule ensures that repayment obligations are met, financial penalties are avoided, and the capacity to borrow for future needs is preserved.

Long-range operating financial plans are essential for helping the Town achieve its strategic goals. By forecasting future revenue streams, expenditures, and funding needs, the Town can make proactive decisions to support ongoing projects, essential services, and capital improvements while maintaining financial stability. Thoughtful long-term planning enables the Town to prioritize projects effectively, manage resources sustainably, and adapt to changing economic conditions. Ultimately, these financial plans serve as a roadmap, ensuring that the Town can achieve its objectives and continue to provide high-quality services to residents without compromising its fiscal health.



General Fund

	FY 2022-23 Actual	FY 2023-24 Budget	FY 2023-24 Projected	FY 2024-25 Budget	FY 2025-26 Projected	FY 2026-27 Projected	FY 2027-28 Projected
Revenues							
Taxes - Local	\$ 9,264,789	\$ 9,564,100	\$ 9,406,305	\$ 9,469,000	\$ 9,658,380	\$ 9,948,131	\$ 10,246,575
Intergovernmental	5,870,638	6,997,800	7,058,378	6,412,917	6,541,175	6,671,999	6,872,159
Licenses and Permits	522,727	562,500	389,973	380,500	390,013	399,763	409,757
Charges for Services	115,886	109,100	103,257	107,800	110,495	113,257	116,089
Fines and Forfeitures	190,680	170,500	172,000	169,500	173,738	178,081	182,533
Investment Earnings	524,920	500,000	604,871	550,000	555,500	572,165	589,330
Grants	-	-	-	-	-	-	-
Miscellaneous	31,525	7,000	51,155	15,000	15,000	15,000	15,000
Other Financing Sources	-	-	-	-	-	-	-
Transfers In	400,000	400,000	400,000	-	-	-	-
Total Revenues and Other Financing Sources	16,921,165	18,311,000	18,185,939	17,104,717	17,444,300	17,898,396	18,431,443
Expenditures							
Personnel	9,008,489	10,696,100	10,339,300	12,236,120	12,725,565	13,107,332	13,762,698
Operating	2,758,637	3,618,800	3,179,600	4,047,347	4,047,347	4,128,294	4,210,860
One-time	540,678	1,374,500	1,217,572	813,378	150,000	150,000	150,000
Other	113,591	625,000	450,000	650,000	650,000	650,000	650,000
Capital	541,707	952,900	556,619	1,573,634	-	-	-
Debt Service	-	-	-	-	-	-	-
Transfers Out	8,871,392	3,750,000	3,750,000	100,000	100,000	100,000	100,000
Total Expenditures and Other Financing Uses	21,834,494	21,017,300	19,493,091	19,420,479	17,672,912	18,135,626	18,873,558
Net Change in Fund Balances	(4,913,329)	(2,706,300)	(1,307,152)	(2,315,762)	(228,611)	(237,229)	(442,115)
Fund Balances - Beginning*	14,189,887	8,520,985	9,276,558	7,969,406	5,653,644	5,425,033	5,187,803
Fund Balances - Ending	\$ 9,276,558	\$ 5,814,685	\$ 7,969,406	\$ 5,653,644	\$ 5,425,033	\$ 5,187,803	\$ 4,745,688

*Fiscal year 2024-25 beginning fund balance is estimated.



Grant Fund							
	FY 2022-23 Actual	FY 2023-24 Budget	FY 2023-24 Projected	FY 2024-25 Budget	FY 2025-26 Projected	FY 2026-27 Projected	FY 2027-28 Projected
Revenues							
Taxes - Local	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Intergovernmental	-	-	-	-	-	-	-
Licenses and Permits	-	-	-	-	-	-	-
Charges for Services	-	-	-	-	-	-	-
Fines and Forfeitures	-	-	-	-	-	-	-
Investment Earnings	-	-	-	-	-	-	-
Grants	195,677	3,500,000	205,462	3,903,816	3,500,000	3,500,000	3,500,000
Miscellaneous	-	-	-	-	-	-	-
Other Financing Sources	-	-	-	-	-	-	-
Transfers In	-	-	-	-	-	-	-
Total Revenues and Other Financing Sources	195,677	3,500,000	205,462	3,903,816	3,500,000	3,500,000	3,500,000
Expenditures							
Personnel	-	500,000	-	500,000	500,000	500,000	500,000
Operating	-	-	-	-	-	-	-
One-time	119,229	1,000,000	82,431	1,000,000	1,000,000	1,000,000	1,000,000
Other	-	-	-	-	-	-	-
Capital	-	2,000,000	-	2,403,816	2,000,000	2,000,000	2,000,000
Debt Service	-	-	-	-	-	-	-
Transfers Out	-	-	-	-	-	-	-
Total Expenditures and Other Financing Uses	119,229	3,500,000	82,431	3,903,816	3,500,000	3,500,000	3,500,000
Net Change in Fund Balances	76,448	-	123,031	-	-	-	-
Fund Balances - Beginning*	192,478	192,478	268,926	391,957	391,957	391,957	391,957
Fund Balances - Ending	\$ 268,926	\$ 192,478	\$ 391,957	\$ 391,957	\$ 391,957	\$ 391,957	\$ 391,957

*Fiscal year 2024-25 beginning fund balance is estimated.



Highway User Revenue Fund							
	FY 2022-23 Actual	FY 2023-24 Budget	FY 2023-24 Projected	FY 2024-25 Budget	FY 2025-26 Projected	FY 2026-27 Projected	FY 2027-28 Projected
Revenues							
Taxes - Local	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Intergovernmental	1,342,997	1,400,000	1,400,000	1,397,894	1,425,852	1,454,369	1,483,456
Licenses and Permits	-	-	-	-	-	-	-
Charges for Services	4,212	2,500	2,500	2,500	2,500	2,500	2,500
Fines and Forfeitures	-	-	-	-	-	-	-
Investment Earnings	15,794	10,000	18,794	15,000	15,000	15,000	15,000
Grants	-	-	-	-	-	-	-
Miscellaneous	2,170	-	12,800	1,000	-	-	-
Other Financing Sources	-	-	-	-	-	-	-
Transfers In	-	-	-	-	-	-	-
Total Revenues and Other Financing Sources	1,365,173	1,412,500	1,434,094	1,416,394	1,443,352	1,471,869	1,500,956
Expenditures							
Personnel	623,933	757,800	682,800	734,756	764,146	787,071	826,424
Operating	200,207	392,600	392,600	429,250	429,250	437,835	446,592
One-time	-	-	-	-	-	-	-
Other	-	60,000	-	60,000	60,000	60,000	60,000
Capital	84,372	790,000	180,215	884,785	100,000	100,000	100,000
Debt Service	-	-	-	-	-	-	-
Transfers Out	200,000	200,000	200,000	200,000	300,000	300,000	300,000
Total Expenditures and Other Financing Uses	1,108,512	2,200,400	1,455,615	2,308,791	1,653,396	1,684,906	1,733,016
Net Change in Fund Balances	256,661	(787,900)	(21,521)	(892,397)	(210,044)	(213,037)	(232,060)
Fund Balances - Beginning*	1,878,749	5,934,052	2,135,410	2,113,889	1,221,492	1,011,448	798,411
Fund Balances - Ending	2,135,410	5,146,152	2,113,889	1,221,492	\$ 1,011,448	\$ 798,411	\$ 566,351

*Fiscal year 2024-25 beginning fund balance is estimated.



General Capital Improvement Fund							
	FY 2022-23 Actual	FY 2023-24 Budget	FY 2023-24 Projected	FY 2024-25 Budget	FY 2025-26 Projected	FY 2026-27 Projected	FY 2027-28 Projected
Revenues							
Taxes - Local	\$ 2,903,013	\$ 3,057,000	\$ 3,005,550	\$ 3,025,300	\$ 3,085,806	\$ 3,178,380	\$ 3,273,732
Intergovernmental	-	130,000	-	140,000	-	-	-
Licenses and Permits	-	-	-	-	-	-	-
Charges for Services	-	-	-	-	-	-	-
Fines and Forfeitures	-	-	-	-	-	-	-
Investment Earnings	16,384	-	-	-	-	-	-
Grants	-	-	-	500,000	-	-	-
Miscellaneous	-	2,100,000	-	2,100,000	2,100,000	2,100,000	2,100,000
Other Financing Sources	-	-	-	-	-	-	-
Transfers In	500,000	500,000	500,000	-	-	-	-
Total Revenues and Other Financing Sources	3,419,397	5,787,000	3,505,550	5,765,300	5,185,806	5,278,380	5,373,732
Expenditures							
Personnel	-	-	-	-	-	-	-
Operating	-	-	-	-	-	-	-
One-time	379,635	1,625,000	173,233	1,429,005	500,000	500,000	500,000
Other	-	-	-	-	-	-	-
Capital	3,706,816	3,672,000	645,698	3,765,450	2,400,000	2,160,000	2,160,000
Debt Service	-	-	-	-	-	-	-
Transfers Out	1,824,100	2,178,000	2,178,000	2,901,479	2,493,732	2,432,170	2,551,788
Total Expenditures and Other Financing Uses	5,910,551	7,475,000	2,996,931	8,095,934	5,393,732	5,092,170	5,211,788
Net Change in Fund Balances	(2,491,154)	(1,688,000)	508,619	(2,330,634)	(207,926)	186,210	161,944
Fund Balances - Beginning*	4,970,042	2,430,112	2,478,888	2,987,507	656,873	448,947	635,157
Fund Balances - Ending	\$ 2,478,888	\$ 742,112	\$ 2,987,507	\$ 656,873	\$ 448,947	\$ 635,157	\$ 797,101

*Fiscal year 2024-25 beginning fund balance is estimated.



Wastewater Fund							
	FY 2022-23 Actual	FY 2023-24 Budget	FY 2023-24 Projected	FY 2024-25 Budget	FY 2025-26 Projected	FY 2026-27 Projected	FY 2027-28 Projected
Revenues							
Taxes - Local	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Intergovernmental	-	-	-	-	-	-	-
Licenses and Permits	-	-	-	-	-	-	-
Charges for Services	2,161,545	2,614,000	2,518,881	2,244,840	2,312,185	2,381,551	2,452,997
Fines and Forfeitures	-	-	-	-	-	-	-
Investment Earnings	-	-	-	-	-	-	-
Grants	-	-	-	625,000	-	-	-
Miscellaneous	-	-	-	-	-	-	-
Other Financing Sources	-	-	-	-	-	-	-
Transfers In	-	-	-	-	-	-	-
Total Revenues and Other Financing Sources	2,161,545	2,614,000	2,518,881	2,869,840	2,312,185	2,381,551	2,452,997
Expenditures							
Personnel	304,925	333,400	333,400	349,339	363,313	374,212	392,923
Operating	628,748	762,300	702,300	829,900	829,900	846,498	863,428
One-time	7,500	27,500	7,500	20,000	-	-	-
Other	210,736	75,000	-	75,000	75,000	75,000	75,000
Capital	-	103,200	80,473	722,727	-	-	-
Debt Service	874,800	876,900	876,900	888,401	890,946	893,596	789,888
Transfers Out	250,000	-	-	-	-	-	-
Total Expenditures and Other Financing Uses	2,276,709	2,178,300	2,000,573	2,885,367	2,159,159	2,189,306	2,121,238
Net Change in Fund Balances	(115,164)	435,700	518,308	(15,527)	153,027	192,245	331,759
Fund Balances - Beginning*	6,841,605	7,291,360	6,726,441	7,244,749	7,229,222	7,382,249	7,574,493
Fund Balances - Ending	\$ 6,726,441	\$ 7,727,060	\$ 7,244,749	\$ 7,229,222	\$ 7,382,249	\$ 7,574,493	\$ 7,906,252

*Fiscal year 2024-25 beginning fund balance is estimated.



Wastewater Capital Improvement Fund							
	FY 2022-23 Actual	FY 2023-24 Budget	FY 2023-24 Projected	FY 2024-25 Budget	FY 2025-26 Projected	FY 2026-27 Projected	FY 2027-28 Projected
Revenues							
Taxes - Local	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Intergovernmental	-	-	-	-	-	-	-
Licenses and Permits	-	-	-	-	-	-	-
Charges for Services	-	-	-	-	-	-	-
Fines and Forfeitures	-	-	-	-	-	-	-
Investment Earnings	-	-	-	-	-	-	-
Grants	-	-	-	3,100,000	-	-	-
Miscellaneous	-	-	-	-	-	-	-
Other Financing Sources	-	1,000,000	629,476	6,050,000	500,000	610,000	-
Transfers In	250,000	-	-	620,000	-	-	-
Total Revenues and Other Financing Sources	250,000	1,000,000	629,476	9,770,000	500,000	610,000	-
Expenditures							
Personnel	-	-	-	-	-	-	-
Operating	-	-	-	-	-	-	-
One-time	-	-	-	-	-	-	-
Other	-	-	-	-	-	-	-
Capital	167,339	2,023,265	609,059	10,095,245	500,000	610,000	-
Debt Service	-	-	-	-	-	-	-
Transfers Out	-	-	-	-	-	-	-
Total Expenditures and Other Financing Uses	167,339	2,023,265	609,059	10,095,245	500,000	610,000	-
Net Change in Fund Balances	82,661	(1,023,265)	20,417	(325,245)	-	-	-
Fund Balances - Beginning*	246,922	351,922	329,583	350,000	24,755	24,755	24,755
Fund Balances - Ending	\$ 329,583	\$ (671,343)	\$ 350,000	\$ 24,755	\$ 24,755	\$ 24,755	\$ 24,755

*Fiscal year 2024-25 beginning fund balance is estimated.



Water Fund

	FY 2022-23 Actual	FY 2023-24 Budget	FY 2023-24 Projected	FY 2024-25 Budget	FY 2025-26 Projected	FY 2026-27 Projected	FY 2027-28 Projected
Revenues							
Taxes - Local	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Intergovernmental	-	-	-	-	-	-	-
Licenses and Permits	-	-	-	-	-	-	-
Charges for Services	808,118	1,021,000	929,500	1,012,000	1,042,360	1,073,631	1,105,840
Fines and Forfeitures	-	-	-	-	-	-	-
Investment Earnings	-	-	-	31,000	-	-	-
Grants	-	-	-	-	-	-	-
Miscellaneous	-	-	-	20,000	-	-	-
Other Financing Sources	-	-	-	-	-	-	-
Transfers In	212,503	-	-	-	-	-	-
Total Revenues and Other Financing Sources	1,020,621	1,021,000	929,500	1,063,000	1,042,360	1,073,631	1,105,840
Expenditures							
Personnel	304,222	331,900	331,900	349,339	363,313	374,212	392,923
Operating	219,273	292,300	267,300	417,300	417,300	425,646	434,159
One-time	7,500	74,207	12,500	66,707	-	-	-
Other	34,197	40,000	40,000	40,000	40,000	40,000	40,000
Capital	71,855	23,293	20,566	87,727	-	-	-
Debt Service	37,200	33,800	33,800	33,971	28,718	26,906	27,412
Transfers Out	200,000	150,000	150,000	325,000	-	-	-
Total Expenditures and Other Financing Uses	874,247	945,500	856,066	1,320,044	849,331	866,764	894,493
Net Change in Fund Balances	146,374	75,500	73,434	(257,044)	193,029	206,867	211,346
Fund Balances - Beginning*	6,133,915	4,906,364	6,280,289	6,353,723	6,096,679	6,289,709	6,496,576
Fund Balances - Ending	\$ 6,280,289	\$ 4,981,864	\$ 6,353,723	\$ 6,096,679	\$ 6,289,709	\$ 6,496,576	\$ 6,707,922

*Fiscal year 2024-25 beginning fund balance is estimated.



Water Capital Improvement Fund							
	FY 2022-23 Actual	FY 2023-24 Budget	FY 2023-24 Projected	FY 2024-25 Budget	FY 2025-26 Projected	FY 2026-27 Projected	FY 2027-28 Projected
Revenues							
Taxes - Local	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Intergovernmental	-	-	-	-	-	-	-
Licenses and Permits	-	-	-	-	-	-	-
Charges for Services	-	-	-	-	-	-	-
Fines and Forfeitures	-	-	-	-	-	-	-
Investment Earnings	-	-	-	-	-	-	-
Grants	-	2,000,000	-	2,000,000	-	-	-
Miscellaneous	-	-	-	-	-	-	-
Other Financing Sources	-	-	-	-	10,500,000	500,000	-
Transfers In	100,000	50,000	50,000	325,000	-	-	-
Total Revenues and Other Financing Sources	100,000	2,050,000	50,000	2,325,000	10,500,000	500,000	-
Expenditures							
Personnel	-	-	-	-	-	-	-
Operating	-	-	-	-	-	-	-
One-time	-	-	-	-	-	-	-
Other	-	-	-	-	-	-	-
Capital	194,622	2,200,000	200,000	2,400,000	10,500,000	500,000	-
Debt Service	-	-	-	-	-	-	-
Transfers Out	-	-	-	-	-	-	-
Total Expenditures and Other Financing Uses	194,622	2,200,000	200,000	2,400,000	10,500,000	500,000	-
Net Change in Fund Balances	(94,622)	(150,000)	(150,000)	(75,000)	-	-	-
Fund Balances - Beginning*	332,749	221,757	238,127	88,127	13,127	13,127	13,127
Fund Balances - Ending	\$ 238,127	\$ 71,757	\$ 88,127	\$ 13,127	\$ 13,127	\$ 13,127	\$ 13,127

*Fiscal year 2024-25 beginning fund balance is estimated.



Nonmajor Governmental Funds							
	FY 2022-23 Actual	FY 2023-24 Budget	FY 2023-24 Projected	FY 2024-25 Budget	FY 2025-26 Projected	FY 2026-27 Projected	FY 2027-28 Projected
Revenues							
Taxes - Local	\$ 3,891	\$ 4,100	\$ 4,300	\$ 7,150	\$ 7,293	\$ 7,439	\$ 7,588
Intergovernmental	-	-	-	-	-	-	-
Licenses and Permits	-	-	-	-	-	-	-
Charges for Services	-	-	-	14,250	14,535	14,826	15,122
Fines and Forfeitures	41,524	42,400	31,925	31,000	31,620	32,252	32,897
Investment Earnings	11,083	100	3,307	7,000	7,140	7,283	7,428
Grants	485,000	-	-	-	-	-	-
Miscellaneous	106,821	-	103,567	35,000	35,700	36,414	37,142
Other Financing Sources	-	-	120,000	-	-	-	-
Transfers In	9,955,891	4,228,000	3,386,399	2,581,479	2,793,732	2,732,170	2,851,788
Total Revenues and Other Financing Sources	10,604,210	4,274,600	3,649,498	2,675,879	2,890,020	2,830,384	2,951,966
Expenditures							
Personnel	-	-	-	-	-	-	-
Operating	11,032	19,000	16,300	28,450	29,304	30,183	31,088
One-time	-	-	-	-	-	-	-
Other	-	-	-	-	-	-	-
Capital	2,911,143	7,991,735	5,751,675	4,244,182	2,295,000	1,730,000	2,430,000
Debt Service	1,388,448	1,278,000	1,278,000	1,281,479	1,293,732	1,232,170	1,241,788
Transfers Out	-	-	-	-	-	-	-
Total Expenditures and Other Financing Uses	4,310,623	9,288,735	7,045,975	5,554,111	3,618,036	2,992,353	3,702,876
Net Change in Fund Balances	6,293,587	(5,014,135)	(3,396,477)	(2,878,232)	(728,016)	(161,969)	(750,910)
Fund Balances - Beginning*	1,626,410	8,382,819	7,919,997	4,523,520	1,645,288	917,273	755,304
Fund Balances - Ending	\$ 7,919,997	\$ 3,368,684	\$ 4,523,520	\$ 1,645,288	\$ 917,273	\$ 755,304	\$ 4,394

*Fiscal year 2024-25 beginning fund balance is estimated.



Total All Funds

	FY 2022-23 Actual	FY 2023-24 Budget	FY 2023-24 Projected	FY 2024-25 Budget	FY 2025-26 Projected	FY 2026-27 Projected	FY 2027-28 Projected
Revenues							
Taxes - Local	\$ 12,171,693	\$ 12,625,200	\$ 12,416,155	\$ 12,501,450	\$ 9,665,673	\$ 9,955,570	\$ 10,254,163
Intergovernmental	7,213,635	8,527,800	8,458,378	7,950,811	7,967,027	8,126,368	8,355,615
Licenses and Permits	522,727	562,500	389,973	380,500	390,013	399,763	409,757
Charges for Services	3,089,761	3,746,600	3,554,138	3,381,390	2,439,715	2,512,134	2,586,708
Fines and Forfeitures	232,204	212,900	203,925	200,500	205,358	210,333	215,430
Investment Earnings	568,181	510,100	626,972	603,000	577,640	594,448	611,758
Grants	680,677	5,500,000	205,462	10,128,816	3,500,000	3,500,000	3,500,000
Miscellaneous	140,516	2,107,000	167,522	2,171,000	50,700	51,414	52,142
Other Financing Sources	-	1,000,000	749,476	6,050,000	500,000	610,000	-
Transfers In	11,418,394	5,178,000	4,336,399	3,526,479	2,793,732	2,732,170	2,851,788
Total Revenues and Other Financing Sources	36,037,788	39,970,100	31,108,400	46,893,946	28,089,857	28,692,200	28,837,362
Expenditures							
Personnel	10,241,569	12,619,200	11,687,400	14,169,554	14,353,024	14,768,614	15,482,045
Operating	3,817,896	5,085,000	4,558,100	5,752,247	5,335,801	5,442,810	5,551,968
One-time	1,054,542	4,101,207	1,493,236	3,329,090	1,150,000	1,150,000	1,150,000
Other	358,524	800,000	490,000	825,000	785,000	785,000	785,000
Capital	7,677,854	19,756,393	8,044,305	26,177,566	4,895,000	4,440,000	4,530,000
Debt Service	2,300,448	2,188,700	2,188,700	2,203,851	2,184,678	2,125,766	2,031,676
Transfers Out	11,345,492	6,278,000	6,278,000	3,526,479	400,000	400,000	400,000
Total Expenditures and Other Financing Uses	36,796,325	50,828,500	34,739,741	55,983,787	29,103,502	29,112,190	29,930,689
Net Change in Fund Balances	(758,537)	(10,858,400)	(3,631,341)	(9,089,841)	(1,013,645)	(419,990)	(1,093,326)
Fund Balances - Beginning*	36,412,757	38,231,849	35,654,220	32,022,879	22,933,038	21,904,496	21,877,583
Fund Balances - Ending	\$ 35,654,220	\$ 27,373,449	\$ 32,022,879	\$ 22,933,038	\$ 21,919,393	\$ 21,484,506	\$ 20,784,257

*Fiscal year 2024-25 beginning fund balance is estimated.



Chino Valley Aquatics Center



REVENUES



Revenues

Overview

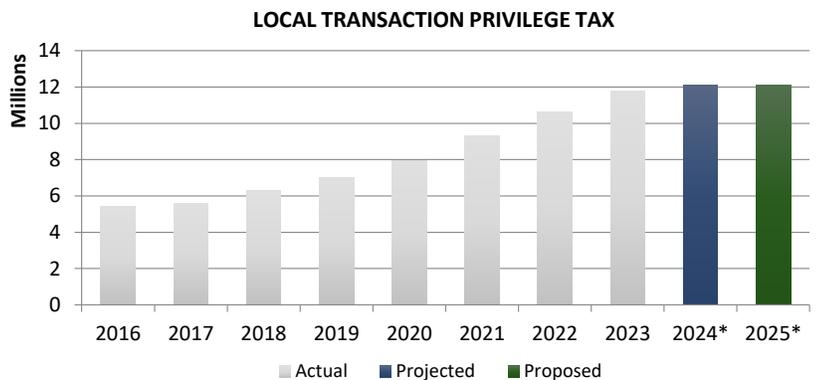
This section outlines the Town's primary revenue sources, detailing the structure, usage, and underlying assumptions for each. A historical analysis is included to illustrate trends and provide a deeper understanding of revenue patterns. These revenues comprise 88.5% of the Town's total budgeted revenue (excluding other financing sources) of \$37,317,467.

Taxes – Local Transaction Privilege Taxes

These revenues stem from the Transaction Privilege Tax (TPT) imposed by the Town on specific business activities within its limits. The Town has an agreement with the Arizona Department of Revenue, which serves as the collection agent for TPT and subsequently reimburses the Town. Tax details received from the state are confidential and cannot be disclosed to the public.

- Rate Structure** – The current tax rate of 4.0% is charged on all taxable categories, except for manufactured buildings that have a 2.0% tax rate, use tax and the rental of commercial and residential real property which have a 3.0% tax rate. Approximately 63.8% of the total TPT revenue comes from retail sales, with the remainder collected primarily from construction, communications/utilities, and restaurants & bars.
- Permitted Use** – TPT revenues are one of the single largest revenue sources, representing about 32.4% of total revenues. Of the TPT collected, 1.00% is used to fund capital improvement projects and pay for debt service.
- Assumptions** – The Town's revenue forecast incorporates historical collection trends, recent business activity, and current global events. Over the past five years, the Town experienced strong revenue growth driven by population increases and inflation. However, growth has recently moderated, and the elimination of the state rental tax effective December 31, 2024, will impact future revenues. Given these economic changes, the Town has budgeted \$12,083,300 in revenue for the coming fiscal year, reflecting a 0.4% decrease from projected revenues for fiscal year 2023-24.

Local Transaction Privilege Tax			
Fiscal Year	Revenue	Increase (Decrease)	Percent Change
2016	5,403,949	385,528	7.7%
2017	5,578,040	174,091	3.2%
2018	6,312,096	734,056	13.2%
2019	7,009,860	697,764	11.1%
2020	7,962,355	952,495	13.6%
2021	9,326,248	1,363,893	17.1%
2022	10,615,250	1,289,002	13.8%
2023	11,789,069	1,173,819	11.1%
2024*	12,137,850	348,781	3.0%
2025*	12,083,300	(54,550)	-0.4%



*Fiscal year 2023-24 is projected amount and fiscal year 2024-25 is proposed budget amount.



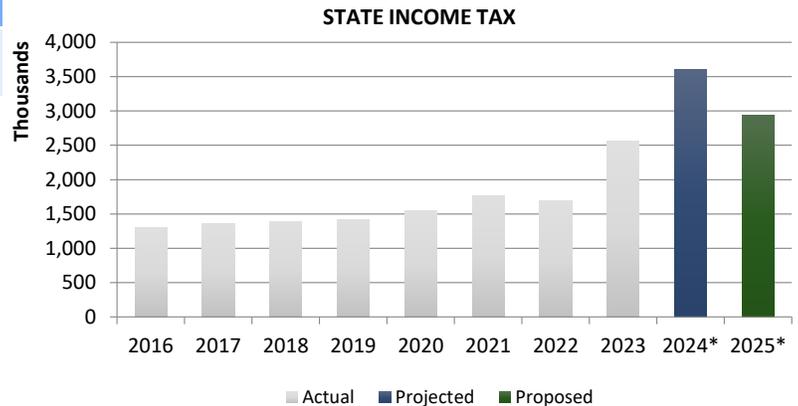
Intergovernmental Revenues

Intergovernmental revenues represent one of the major revenue sources for the Town at 21.3% of total revenues and are estimated at \$7,950,811 for fiscal year 2024-25. The following table and graphs depict various intergovernmental revenues categories.

State Income Tax (Urban Revenue Sharing) – In 1972 the voters of Arizona approved the Urban Revenue Sharing program which requires the State to share income tax revenue with incorporated cities and towns.

- **Rate Structure** – For fiscal year 2024-25, the Town shares in the 18.0% portion of state income tax (not the 15.0% as in years prior to FY 2022-23) collected based on population numbers of the official U.S. Census Bureau estimates from June of the prior year. The percentage increase from 15.0% to 18.0% is to mitigate the effect of the State’s adoption of the 2.5% flat income tax rate that will result in reduced income tax collections in the future.
- **Permitted Use** – These funds may be utilized for any municipal purpose and are deposited in the General Fund.
- **Assumptions** – This revenue source depends on economic conditions during the tax year, with fluctuations influenced by employment levels, corporate profits, tax credits, and exemptions. It is also impacted by legislative changes at the state level. For fiscal year 2024-25, the Town is projected to receive \$2,935,568 in state-shared income tax, a decrease of \$664,432 from the previous year’s projected revenue. This anticipated reduction results from the State’s transition to a flat tax structure, as estimated by the League of Arizona Cities and Towns.

State Income Tax			
Fiscal Year	Revenue	Increase (Decrease)	Percent Change
2016	\$1,302,365	(\$7,100)	-0.5%
2017	1,362,532	60,166	4.6%
2018	1,393,419	30,888	2.3%
2019	1,417,474	24,055	1.7%
2020	1,552,162	134,688	9.5%
2021	1,768,560	216,398	13.9%
2022	1,700,042	(68,518)	-3.9%
2023	2,559,453	859,411	50.6%
2024*	3,600,000	1,040,547	40.7%
2025*	2,935,568	(664,432)	-18.5%



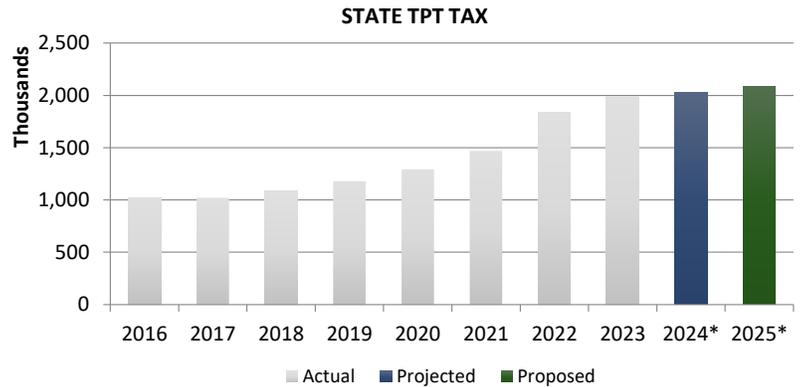
State Transaction Privilege Tax – This revenue source is derived from TPT that the State imposes on the sale of goods. The State establishes a distribution base to share with all incorporated cities and towns.

- **Rate Structure** – The Town receives a portion of the State's total Transaction Privilege Tax (TPT) collections. Each tax classification contributes a specific percentage to the distribution base, of which cities and towns collectively receive 25.0%. The State TPT rate is 5.6%.
- **Permitted Use** – State-shared TPT revenue can be used for any municipal public purpose, with no restrictions on its usage. These funds are deposited into the General Fund.
- **Assumptions** – A 2.7% increase in the fiscal year 2024-25 distribution is anticipated compared to the previous year’s projected revenue. This growth is primarily based on projections from the League of Arizona Cities and Towns. Estimated state-shared TPT distributions to the Town are expected to total \$2,085,549 for fiscal year 2024-25.

*Fiscal year 2023-24 is projected amount and fiscal year 2024-25 is proposed budget amount.



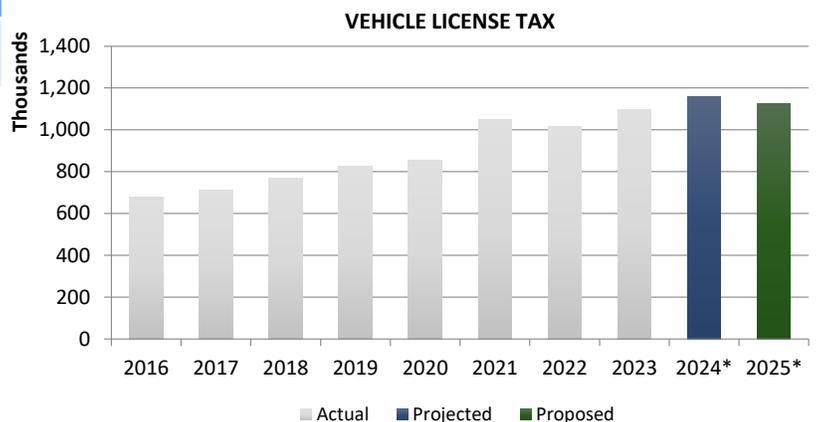
State Transaction Privilege Tax			
Fiscal Year	Revenue	Increase (Decrease)	Percent Change
2016	\$1,022,547	\$33,995	3.4%
2017	1,020,252	(2,295)	-0.2%
2018	1,084,425	64,173	6.3%
2019	1,179,854	95,429	8.8%
2020	1,291,713	111,860	9.5%
2021	1,467,611	175,898	13.6%
2022	1,834,785	367,174	25.0%
2023	1,994,400	159,615	8.7%
2024*	2,031,000	36,600	1.8%
2025*	2,085,549	54,549	2.7%



Vehicle License Tax – This tax is imposed by the Arizona Constitution as an “in-lieu” tax for all *ad valorem* property taxes on motor vehicles. This revenue is distributed to the State, counties, and cities.

- **Rate Structure** – Approximately 20.0% of revenues collected by the Arizona Department of Transportation for the licensing of motor vehicles are distributed to cities and towns. Chino Valley receives a share of the vehicle license tax collections based on its population in relation to the total incorporated population of the county.
- **Permitted Use** – The revenue source can be used for any municipal purpose; therefore, revenues are deposited in the General Fund.
- **Assumptions** – The estimated Vehicle License Tax budget for fiscal year 2024-25 is \$1,126,300, a decrease of 2.7% under the previous fiscal year projected amount. This anticipated reduction was estimated by the League of Arizona Cities and Towns.

Vehicle License Tax			
Fiscal Year	Revenue	Increase (Decrease)	Percent Change
2016	\$680,388	\$50,835	8.1%
2017	712,352	31,964	4.7%
2018	766,485	54,133	7.6%
2019	826,894	60,409	7.9%
2020	852,404	25,510	3.1%
2021	1,049,654	197,250	23.1%
2022	1,016,479	(33,175)	-3.2%
2023	1,098,783	82,304	8.1%
2024*	1,158,000	59,217	5.4%
2025*	1,126,300	(31,700)	-2.7%



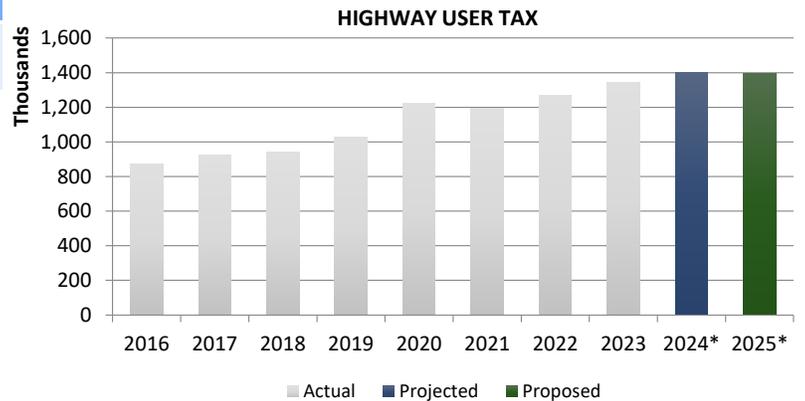
*Fiscal year 2023-24 is projected amount and fiscal year 2024-25 is proposed budget amount.



Highway User Tax – Highway User Revenue Fund (HURF) tax estimates are provided by the Arizona Department of Transportation and come primarily from the fuel tax, with the remainder from motor carrier fees, vehicle registration fees, and other transportation-related fees. HURF revenues are subject to state policy changes, fuel sales, and population growth; consequently, any estimate of future HURF revenues is subject to changes. HURF revenues are reported in the Special Revenue Fund.

- **Rate Structure** – Cities and towns receive 27.5% of highway user revenues based on two factors: population estimates acquired through the most recent census survey and gasoline sales within the county.
- **Permitted Use** – Pursuant to State statute, HURF monies can be used only for street and highway purposes, including right-of-way and payment of debt service on highway and street bonds.
- **Assumptions** – HURF annual distributions are subject to various factors every year such as increases in gasoline prices and energy efficient vehicles. The estimated HURF tax budget for fiscal year 2023-24 is \$5,000,011, an increase of 24.3% over the previous fiscal year projected amount.

Highway User Tax			
Fiscal Year	Revenue	Increase (Decrease)	Percent Change
2016	\$875,702	\$33,906	4.0%
2017	924,026	48,324	5.5%
2018	941,628	17,602	1.9%
2019	1,027,157	85,529	9.1%
2020	1,223,272	196,115	19.1%
2021	1,191,368	(31,904)	-2.6%
2022	1,269,251	77,883	6.5%
2023	1,342,997	73,746	5.8%
2024*	1,400,000	57,003	4.2%
2025*	1,397,894	(2,106)	-0.2%



*Fiscal year 2023-24 is projected amount and fiscal year 2024-25 is proposed budget amount.

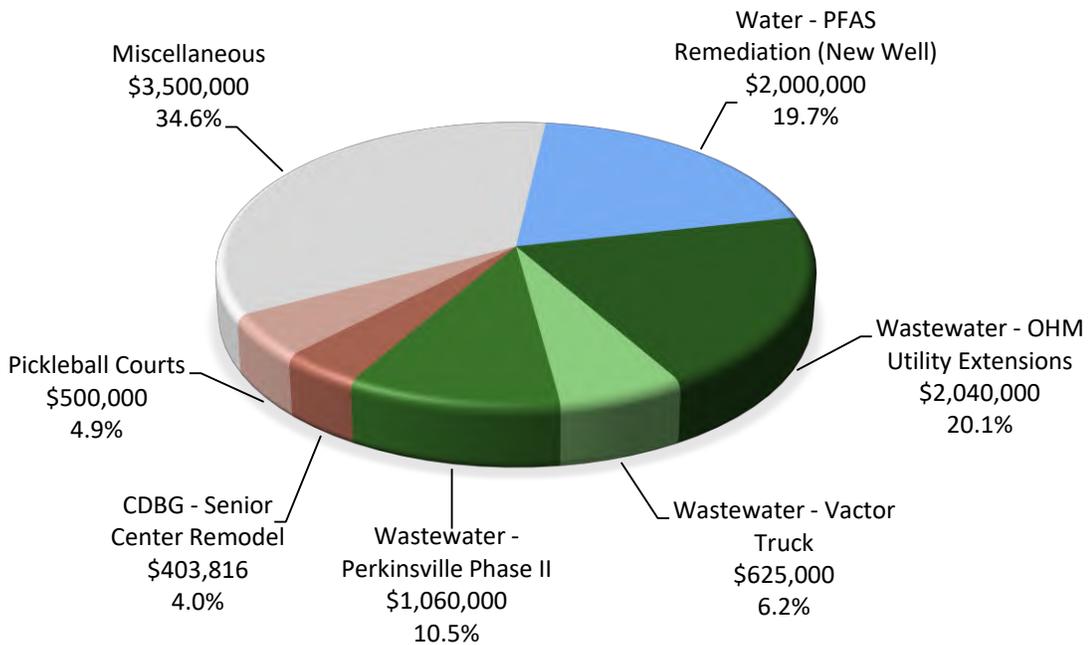


GRANTS

These revenues are received from various state or federal agencies. Grant funding supports Town’s government operations and capital improvement projects that would otherwise be impossible for the Town to accomplish due to financial restrictions. Several grants have been awarded to the Town on a regular basis such as Community Development Block Grant (CDBG) and Governor’s Office of Highway Safety (GOHS) grants.

- **Rate Structure** – Grant revenue is not considered a stable and recurring funding source and varies from year to year. If the Town does not receive the potential grant, the expenditure does not move forward.
- **Permitted Use** – Grant revenues may be used only for the stated purpose in the approved grant agreement and are subject to grantor expenditure guidelines. Grant revenues are deposited in separate Grant funds for tracking and reporting purposes.
- **Assumptions** – The Town’s grant funding is largely determined by successful applications to various granting agencies and the availability of funds from federal, state, and county sources. For this fiscal year, \$10,128,916 in grant funding is included in the budget. Currently, the only grant awarded is a \$403,816 Community Development Block Grant (CDBG) for the Senior Center Kitchen Remodel. Additionally, the Town has requested \$5,100,000 through the Congressionally Directed Spending program for key projects: \$2,000,000 for PFAS Remediation (New Well), \$2,040,000 for Old Home Manor Utility Extensions, and \$1,060,000 for Perkinsville Phase II Water and Sewer. The Town is also pursuing funding for a \$625,000 Vactor Truck for Wastewater operations and \$500,000 for community pickleball courts. To accommodate other potential grant opportunities, the Town has set aside \$3,500,000 in the budget for additional projects that may arise during the year.

The chart below depicts potential and awarded grants for fiscal year 2024-25:





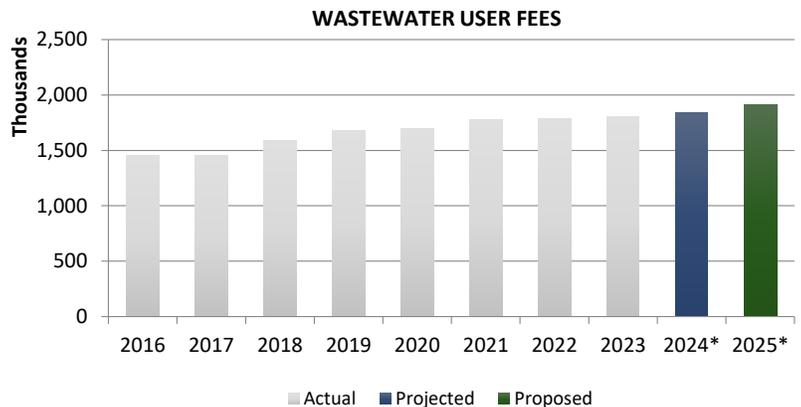
UTILITY FEES AND CHARGES

These revenues are derived from user fees, buy-in charges, and other miscellaneous charges (i.e. penalty fees, service fees, and other). These revenues are recorded in Enterprise Funds. Major revenue sources in this category are described in detail below.

Wastewater User Fees – The Town charges a fee to each sewage system user having a sewer connection or otherwise discharging sewage, industrial waste, or other liquids into the Town’s sewage system.

- **Rate Structure** – Both residential and commercial customers are charged a flat rate depending on the size of their water meter. The most recent rate study was conducted in the fall of 2023 and updated rates were approved by the Council in December 2023 through Resolution No. 2023-1235. The structure incorporated a 3% increase in rates each January, beginning January 2024, for a three-year period.
- **Permitted Use** – This revenue is principal revenue for operating and managing the Wastewater system.
- **Assumptions** – The fiscal year 2024-25 budget for user fees is \$1,913,840, reflecting a 4.1% increase over the prior year’s projected amount. This rise is attributed to rate increases and additional development, which is expected to generate a larger customer base.

Wastewater User Fees			
Fiscal Year	Revenue	Increase (Decrease)	Percent Change
2016	\$1,457,883	\$40,630	2.9%
2017	1,456,139	(1,744)	-0.1%
2018	1,591,027	134,888	9.3%
2019	1,676,518	85,491	5.4%
2020	1,699,841	23,323	1.4%
2021	1,780,936	81,095	4.8%
2022	1,790,684	9,748	0.5%
2023	1,806,684	16,000	0.9%
2024*	1,838,627	31,943	1.8%
2025*	1,913,840	75,213	4.1%



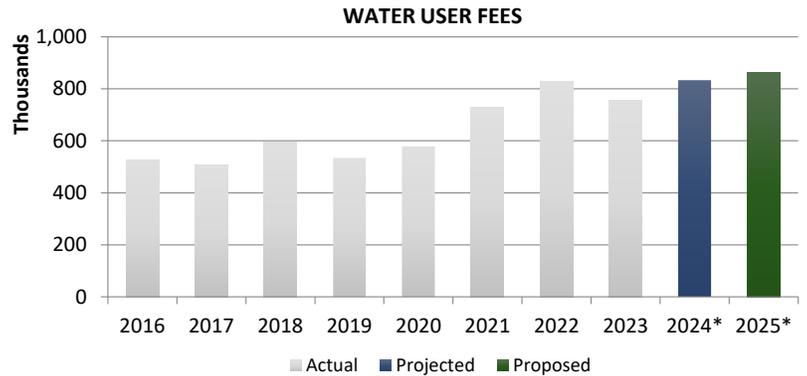
Water User Fees – The Town charges a fee for providing a potable water system to the residences, commercial units, and other facilities within Town boundaries.

- **Rate Structure** – Monthly water bills consist of a base charge and a usage charge for water consumed using an inverted rate structure based on tiered levels to encourage water conservation practices. The most recent rate study was conducted in the fall of 2023 and updated rates were approved by the Council in December 2023 through Resolution No. 2023-1235. The structure incorporated a 3% increase in rates each January, beginning January 2024, for a three-year period.
- **Permitted Use** – This revenue is the principal revenue for operating and managing the Water system, including replacement of existing capital assets.
- **Assumptions** – The fiscal year 2024-25 budget for user fees is \$863,000, reflecting a 3.5% increase over the prior year’s projected amount. This rise is attributed to rate increases and additional development, which is expected to generate a larger customer base.

*Fiscal year 2023-24 is projected amount and fiscal year 2024-25 is proposed budget amount.



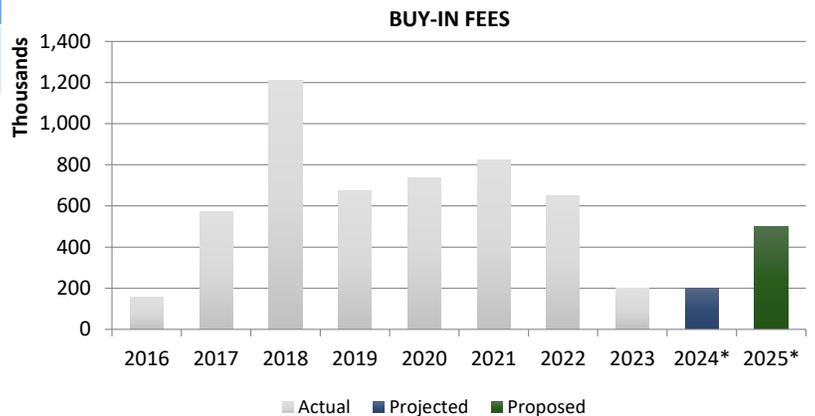
Water User Fees			
Fiscal Year	Revenue	Increase (Decrease)	Percent Change
2016	\$526,495	\$103,969	24.6%
2017	508,810	(17,685)	-3.4%
2018	594,152	85,342	16.8%
2019	534,256	(59,896)	-10.1%
2020	578,715	44,459	8.3%
2021	728,110	149,395	25.8%
2022	829,298	101,188	13.9%
2023	757,492	(71,806)	-8.7%
2024*	833,500	76,008	10.0%
2025*	863,000	29,500	3.5%



Buy-In Fees – Customers pay a one-time system connection charge (i.e. wastewater and water) for connecting to the Town’s water/wastewater system. The primary purpose of connection charges is to recover the Town’s growth related construction and system development costs attributable to the water and wastewater services provided to the customer.

- **Rate Structure** – Water buy-in charges are calculated on a per-unit or per-meter basis, while wastewater buy-in charges are assessed as a flat rate for residential properties and based on fixture units for commercial and multi-family residential properties. These fees are collected with each new building permit. Connection charges are periodically reviewed by Town staff and presented to the Council for adjustment as needed.
- **Permitted Use** – This revenue is utilized to fund Town’s capital water and wastewater system improvements related to growth. The fees are used either to fund various capital projects or to repay debt on bonds.
- **Assumptions** – Projections for next year’s connection charge revenues are based on prior years’ trends, which are volatile as development fluctuates. Total connection charge revenue for fiscal year 2024-25 is projected at \$500,000, a significant increase over the prior year’s projections, driven by the Perkinsville 44 development and the potential construction of a new RV park.

Buy-In Fees			
Fiscal Year	Revenue	Increase (Decrease)	Percent Change
2016	\$157,938	(\$34,487)	-17.9%
2017	570,089	412,151	261.0%
2018	1,209,443	639,354	112.1%
2019	675,262	(534,181)	-44.2%
2020	734,700	59,438	8.8%
2021	824,605	89,905	12.2%
2022	649,847	(174,758)	-21.2%
2023	201,112	(448,735)	-69.1%
2024*	199,000	(2,112)	-1.1%
2025*	500,000	301,000	151.3%



*Fiscal year 2023-24 is projected amount and fiscal year 2024-25 is proposed budget amount.



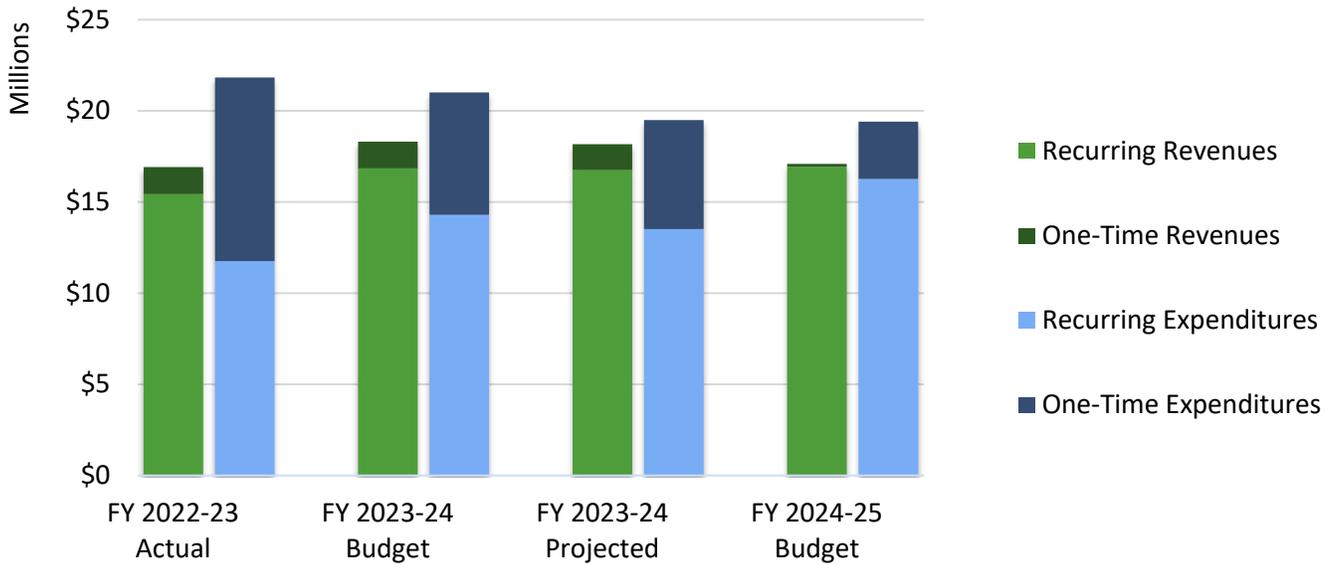
Historical Society Check Presentation



GENERAL FUND



General Fund



General Fund Operating Results

Net Change	FY 2022-23 Actual	FY 2023-24 Budget	FY 2023-24 Projected	FY 2024-25 Budget	% Increase (Decrease)
Recurring					
Revenues	15,449,252	16,855,750	16,772,798	16,934,467	
Expenditures	11,767,126	14,314,900	13,518,900	16,283,467	
Net Change - Recurring	3,682,126	2,540,850	3,253,898	651,000	-74.4%
One-Time					
Revenues	1,471,913	1,455,250	1,413,141	170,250	
Expenditures	10,067,368	6,702,400	5,974,191	3,137,012	
Net Change - One-Time	(8,595,455)	(5,247,150)	(4,561,050)	(2,966,762)	-43.5%
Total Net Change	\$ (4,913,329)	\$ (2,706,300)	\$ (1,307,152)	\$ (2,315,762)	-14.4%
Beginning Fund Balance	14,189,887	8,520,985	9,276,558	7,969,406	
Ending Fund Balance	\$ 9,276,558	\$ 5,814,685	\$ 7,969,406	\$ 5,653,644	
Reserve Requirement (25% Expenditures)				4,855,120	
Excess (Deficiency)				\$ 798,524	



General Fund Revenue Summary

Revenues by Category	FY 2022-23 Actual	FY 2023-24 Budget	FY 2023-24 Projected	FY 2024-25 Requested Budget	Increase (Decrease)
Recurring Revenues					
Transaction Privilege Tax	8,886,056	9,157,100	9,002,300	9,058,000	-1.1%
Franchise Tax	378,733	407,000	404,005	411,000	1.0%
Licenses and Permits	282,339	314,250	227,987	225,250	-28.3%
Intergovernmental Revenues	5,070,638	6,197,800	6,258,378	6,412,917	3.5%
Charges for Services	115,886	109,100	103,257	107,800	-1.2%
Fines and Forfeitures	190,680	170,500	172,000	169,500	-0.6%
Investment Earnings	524,920	500,000	604,871	550,000	10.0%
One-Time Revenues					
Licenses and Permits	240,388	248,250	161,986	155,250	-37.5%
Miscellaneous	31,525	7,000	51,155	15,000	114.3%
Transfers from Capital Improv. Fund	400,000	400,000	400,000	-	-100.0%
Intergovernmental - URS Increase	800,000	800,000	800,000	-	-100.0%
Total Revenues by Category	\$ 16,921,165	\$ 18,311,000	\$ 18,185,939	\$ 17,104,717	-6.6%



General Fund Expenditure Summary					
Expenditures by Category	FY 2022-23 Actual	FY 2023-24 Budget	FY 2023-24 Projected	FY 2024-25 Budget	% Increase (Decrease)
Personnel Services					
Salaries and Wages	6,294,925	7,685,102	7,448,302	8,215,454	
Benefits	2,713,564	3,010,998	2,890,998	3,604,701	
<i>FY 2024-25 Personnel Requests</i>				415,965	
Total Personnel	9,008,489	10,696,100	10,339,300	12,236,120	14.4%
Operating					
Administrative and Official	372,063	438,700	391,700	452,100	
Advertising and Printing	28,207	43,500	38,500	42,700	
Election Costs	8,025	35,000	25,000	35,000	
Gas and Oil	112,659	115,000	115,000	121,000	
Library Materials	28,158	38,500	38,500	38,500	
Professional Development	110,803	189,500	164,500	206,094	
Professional Services	924,627	1,355,000	1,012,800	1,395,341	
Rentals	16,809	5,500	5,500	6,860	
Repairs and Maintenance	268,128	311,700	311,700	310,350	
Special Programming	251,001	286,500	286,500	286,700	
Supplies and Equipment	453,160	537,300	527,300	555,860	
Utilities	474,996	552,600	552,600	571,895	
<i>FY 2024-25 On-Going Operating Requests</i>				314,947	
Total Operating	3,048,637	3,908,800	3,469,600	4,337,347	11.0%
One-Time Operating	140,678	374,500	217,572	212,053	
<i>FY 2024-25 One-Time Operating Requests</i>				351,325	-6.2%
Capital	541,707	952,900	556,619	791,634	
<i>FY 2024-25 Capital Requests</i>				782,000	65.1%
Contingency	113,591	625,000	450,000	650,000	
PSPRS Unfunded Liability Payment	400,000	1,000,000	1,000,000	250,000	
Transfers	8,871,392	3,750,000	3,750,000	100,000	
Allocation from Enterprise Funds	(290,000)	(290,000)	(290,000)	(290,000)	
Total Expenditures by Category	\$ 21,834,494	\$ 21,017,300	\$ 19,493,091	\$ 19,420,479	-7.6%



New Police Department Building



Recreation



Library



Senior Center

Community Services Department

Mission

The Community Services Department, inclusive of Senior Services, Recreation, and Library, is dedicated to fostering an enriched quality of life for all residents by offering diverse opportunities for social engagement, lifelong learning, recreational activities, and access to essential resources. Through innovative programming and a commitment to wellness, education, and community involvement, we strive to cultivate an environment that promotes overall well-being and strengthens the fabric of our community.

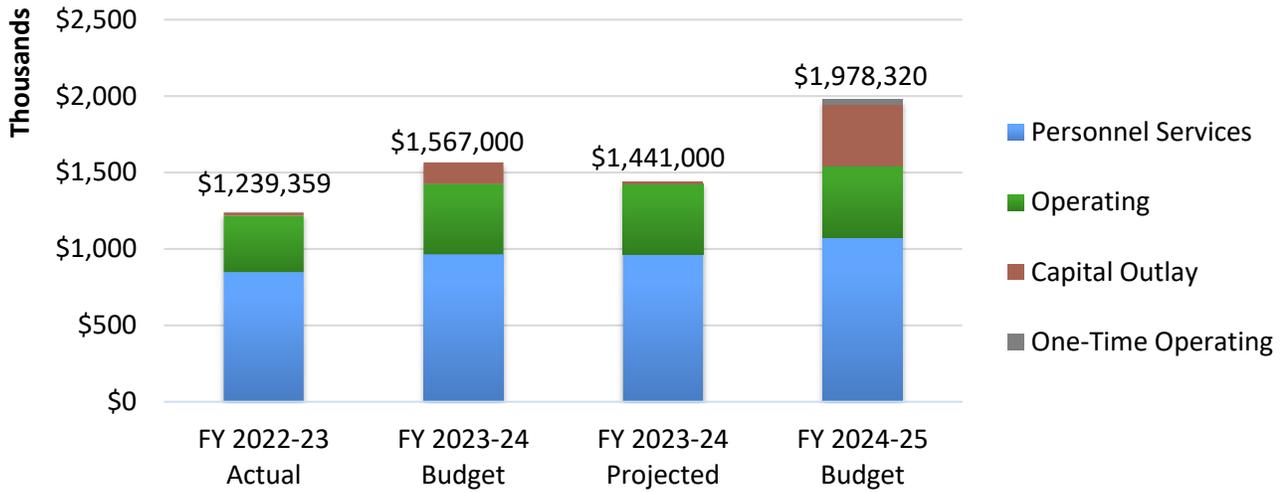
Program Descriptions

Recreation: The Recreation Division is responsible for creating recreational programs and events for the citizens of the Town of Chino Valley, managing the reservation of recreation facilities, and the special events permitting process. The Recreation Division also operates the Aquatics Center from May through August each year. During the season the Center offers lap swim, toddler swim, swim lessons, water aerobics, dollar swim, and open swim hours, as well as facility rental for special events.

Library: The Chino Valley Public Library offers a vast variety of free educational materials and services to the public including over 40,000 books, 4,000 videos, 1,000 audios, 100 magazines, eight local and national newspapers, puzzles and CDs for the whole family, 16 computers with internet access that feature word-processing and spreadsheets, WIFI, a children’s computer room with seven educational computers offering a vast array of learning programs. Over 200 educational and children’s programs are available throughout the year including our very popular Summer Reading Program. As a member of the Yavapai Library Network, our citizens have access to all 40 libraries in the County, including over a million items! Chino Valley patrons can access our website from the comforts of their home, or wherever they may be in the world, and place holds, renew their books, search our database, or download e-books.



Senior Center: The Chino Valley Senior Center administers and operates 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 older adult population. The Senior Center operates a Thrift Store and relies heavily on an engaged volunteer base for our service delivery.



FY 2024-25 Change Summary

- **Personnel** reflects an increase of 11.6% due to:
 - New Library Clerk (part-time) – \$21,627
 - 4% COLA
 - 0-2% Merit
 - 1% increase in worker’s compensation rates
 - Slight increase in health insurance premiums
- **On-Going Operating** reflects an increase of 0.4% due to:
 - E-Books – \$2,000
- **One-Time Operating:**
 - Senior Meals - Pre-packaged Food – \$10,000
- **Capital:**
 - Peavine Trail – \$25,000

FY 2024-25 Rollovers

- **One-Time Operating:**
 - Scheduling Software – \$16,000
 - Senior Center - Temporary Food Prep – \$10,000
- **Capital:**
 - Senior Center - Kitchen Remodel – \$277,034
 - Peavine Trail – \$100,000



Community Services Department Summary					
Expenditures by Category	FY 2022-23 Actual	FY 2023-24 Budget	FY 2023-24 Projected	FY 2024-25 Budget	% Increase (Decrease)
Personnel Services					
Salaries and Wages	636,356	726,562	726,562	781,248	
Benefits	211,659	238,438	238,438	274,411	
<i>FY 2024-25 Personnel Requests</i>				<i>21,627</i>	
Total Personnel	848,015	965,000	965,000	1,077,286	11.6%
Operating					
Administrative and Official	1,481	2,500	2,500	3,300	
Advertising and Printing	2,322	3,500	3,500	3,500	
Library Materials	28,158	38,500	38,500	38,500	
Professional Development	7,314	10,600	10,600	10,300	
Professional Services	507	5,800	5,800	5,800	
Repairs and Maintenance	13,742	41,000	41,000	35,450	
Special Programming	207,336	239,000	239,000	239,200	
Supplies and Equipment	56,308	56,100	56,100	66,400	
Utilities	53,740	64,000	64,000	58,550	
<i>FY 2024-25 On-Going Operating Requests</i>				<i>2,000</i>	
Total Operating	370,908	461,000	461,000	463,000	0.4%
One-Time Operating	-	-	-	26,000	
<i>FY 2024-25 One-Time Operating Requests</i>				<i>10,000</i>	100.0%
Capital	20,436	141,000	15,000	377,034	
<i>FY 2024-25 Capital Requests</i>				<i>25,000</i>	185.1%
Total Expenditures by Category	\$ 1,239,359	\$ 1,567,000	\$ 1,441,000	\$ 1,978,320	26.2%

Community Services Supplemental Budget Requests		
Type	Description	FY 2024-25 Budget Request
One-Time Operating	Senior Meals - Pre-packaged Food	10,000
Operating Capital	Peavine Trail	25,000
On-Going Operating	E-Books	2,000
Personnel	Library Clerk (part-time)	21,627
Total Supplemental Budget Requests		\$ 58,627



Community Services Authorized FTEs

Position	FY 2022-23 Actual	FY 2023-24 Budget	FY 2023-24 Projected	FY 2024-25 Budget	Increase (Decrease)
Community Services Director	1.00	1.00	1.00	1.00	-
Library Director/Special Projects Mgr	1.00	1.00	1.00	-	(1.00)
Library Manager	1.00	1.00	1.00	1.00	-
Librarian, Youth Services	1.00	1.00	1.00	1.00	-
Recreation/Events Coordinator, Senior	1.00	1.00	1.00	1.00	-
Recreation/Events Coordinator	1.00	1.00	1.00	1.00	-
Cook	1.00	1.00	1.00	1.00	-
Library Assistant	2.25	2.25	2.25	3.75	1.50
Assistant Cook	1.00	1.00	1.00	1.00	-
Administrative Aide	0.50	0.50	0.50	0.50	-
Kitchen Assistant	0.75	0.75	0.75	0.75	-
Seasonal Aquatics Staff	4.50	4.50	4.50	4.50	-
Total Authorized FTEs	16.00	16.00	16.00	16.50	0.50



Chino Valley Float for Territorial Days



Mission

The Development Services Department is comprised of three key areas:

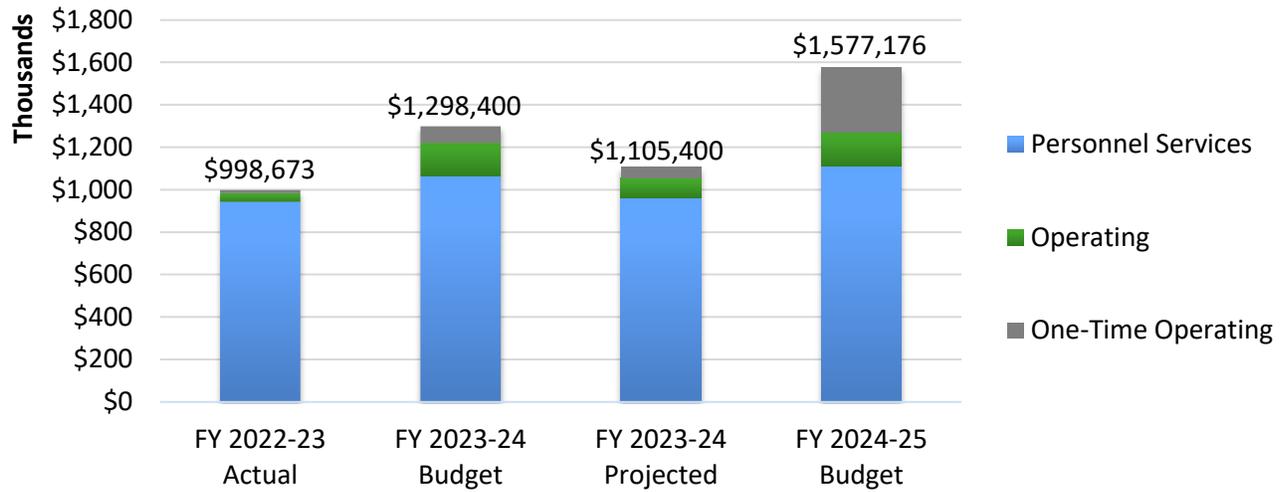
- The mission of Planning is to enrich the quality of life for residents of Chino Valley through responsible, responsive, and creative planning and development, by encouraging appropriate land uses and intensities, while planning for future generations.
- The mission of Building Safety is to provide services needed to ensure life-safety in the built environment.
- The mission for code enforcement is to promote public health, safety, and welfare through code compliance.

Program Descriptions

Planning: The Planning team provides detailed land use, zoning, and subdivision information for all properties within the Town of Chino Valley. The department meets with customers in the early stages of property development through Pre-Application Meetings, to provide guidance related to codes and process. The planning staff handles requests for rezoning, conditional use permits, and subdivisions. Staff also recommends changes to the Unified Development Ordinance (UDO), zoning or subdivision codes, to address current situations within the community, staying ahead of forecasted trends and keeping up with changing legislation.

Building Safety: The Building Safety team reviews all submitted building plans for compliance with adopted codes, and issues building permits for all development projects in the town. The team also inspects all aspects of construction of those structures to ensure life-safety of occupants. Currently the Town has adopted the following construction codes: the 2018 International Building, Residential, Mechanical, Plumbing, Fuel Gas, and Energy Codes, as well as the 2017 National Electrical Code. The Code Compliance team ensures the health and well-being of citizens and the upkeep of properties. All code complaints, both called in and resulting from pro-active inspections, are enforced to the standards set forth in the Unified Development Ordinance (UDO), the 2018 IBC's and the Town Code.

Code Enforcement: The Code Enforcement team ensures the health and well-being of citizens and the upkeep of properties. All code complaints, both called in and resulting from pro-active inspections, are enforced to the standards set forth in the Unified Development Ordinance (UDO), the 2018 IBC's, and the Town Code.



FY 2024-25 Change Summary

- **Personnel** reflects an increase of 4.5% due to:
 - 4% COLA
 - 0-2% Merit
 - 1% increase in worker’s compensation rates
 - Slight increase in health insurance premiums
- **On-Going Operating** reflects a 0% change
- **One-Time Operating:**
 - General Plan - Zoning Code Rewrite – \$250,000
- **Capital:**
 - None

FY 2024-25 Rollovers

- **One-Time Operating:**
 - Sketch Landscape - Planning – \$33,000
 - Office Remodel – \$25,000



Development Services Department Summary					
Expenditures by Category	FY 2022-23 Actual	FY 2023-24 Budget	FY 2023-24 Projected	FY 2024-25 Budget	% Increase (Decrease)
Personnel Services					
Salaries and Wages	682,763	791,981	731,981	800,844	
Benefits	259,562	270,119	230,119	309,232	
<i>FY 2024-25 Personnel Requests</i>				-	
Total Personnel	942,325	1,062,100	962,100	1,110,076	4.5%
Operating					
Advertising and Printing	812	3,000	3,000	2,700	
Professional Development	9,435	24,200	19,200	20,794	
Professional Services	3,512	56,000	3,000	74,301	
Repairs and Maintenance	4,668	6,100	6,100	6,100	
Supplies and Equipment	15,644	59,200	49,200	49,060	
Utilities	7,445	10,600	10,600	6,145	
<i>FY 2024-25 On-Going Operating Requests</i>				-	
Total Operating	41,516	159,100	91,100	159,100	0.0%
One-Time Operating	14,832	77,200	52,200	58,000	
<i>FY 2024-25 One-Time Operating Requests</i>				250,000	223.8%
Capital					
<i>FY 2024-25 Capital Requests</i>				-	0.0%
Total Expenditures by Category	\$ 998,673	\$ 1,298,400	\$ 1,105,400	\$ 1,577,176	21.5%

Development Services Supplemental Budget Requests		
Type	Description	FY 2024-25 Budget Request
One-Time Operating	General Plan - Zoning Code Rewrite	250,000
Total Supplemental Budget Requests		\$ 250,000

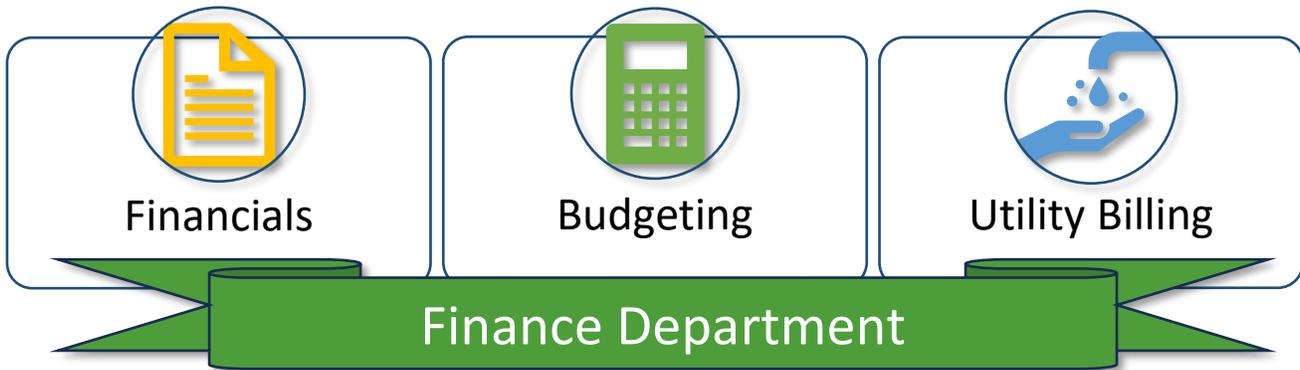


Development Services Authorized FTEs

Position	FY 2022-23 Actual	FY 2023-24 Budget	FY 2023-24 Projected	FY 2024-25 Budget	Increase (Decrease)
Development Services Director	1.00	1.00	1.00	1.00	-
Assistant Dev. Services Director	1.00	1.00	1.00	1.00	-
Chief Building Official	1.00	1.00	1.00	1.00	-
Planner, Senior	1.00	1.00	1.00	1.00	-
Building Inspector, Senior	1.00	1.00	1.00	1.00	-
Plans Examiner	1.00	1.00	1.00	1.00	-
Code Enforcement Officer	2.00	2.00	2.00	2.00	-
Processing Coordinator, Senior	1.00	1.00	1.00	1.00	-
Permit Technician	2.00	2.00	1.00	1.00	(1.00)
Total Authorized FTEs	11.00	11.00	10.00	10.00	(1.00)



Visioning 2023



Mission

The mission of the Finance Department is to responsibly manage and safeguard the Town’s financial resources, providing transparent and accurate financial reporting, supporting sustainable budgeting practices, and ensuring compliance with all local, state, and federal regulations. Through sound financial planning and stewardship, the department is dedicated to supporting the fiscal health of the Town, enabling the delivery of essential services, and enhancing the quality of life for all residents.

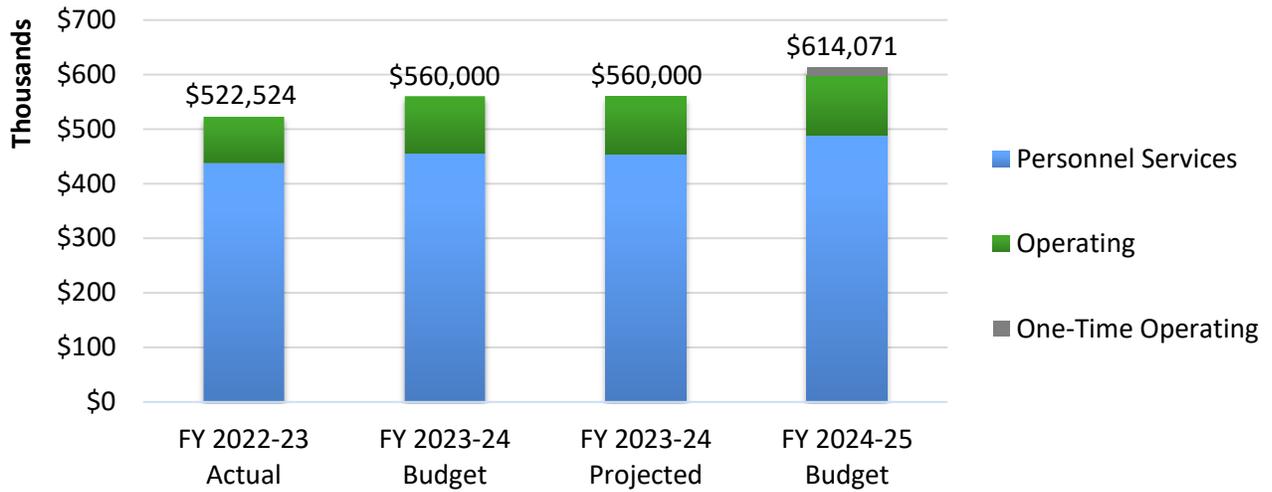
Program Descriptions

The Finance Department is responsible for managing the Town’s financial operations to ensure fiscal accountability, transparency, and compliance. Key program areas include:

- **Payroll:** In conjunction with Human Resources, administers accurate and timely compensation for all Town employees, handling payroll processing and benefits deductions.
- **Utility Billing:** Oversees the billing and collection processes for Town-provided utilities, maintaining customer accounts and ensuring efficient revenue collection.
- **Accounts Payable & Receivable:** Manages payments to vendors and suppliers, processes incoming revenues, and ensures proper recording of financial transactions.
- **Debt Management:** Administers the Town’s debt obligations, ensuring timely payments and maintaining compliance with legal and contractual requirements, while supporting sustainable borrowing practices.
- **Budgeting:** Coordinates the annual budget process, providing fiscal planning and analysis to allocate resources effectively and align with the Town’s strategic priorities.
- **Financial Reporting:** Prepares comprehensive financial statements and reports, providing transparency for elected officials, staff, and the public, and ensuring adherence to regulatory and auditing standards.



Through these functions, the Finance Department supports the Town’s financial health and its capacity to deliver essential services efficiently and responsibly.



FY 2024-25 Change Summary

- **Personnel** reflects an increase of 7.3% due to:
 - 4% COLA
 - 0-2% Merit
 - 1% increase in worker’s compensation rates
 - Slight increase in health insurance premiums
 - Change in employee health coverage elections

- **On-Going Operating** reflects an increase of 4.6% due to:
 - Financial Software Licenses – \$4,800

- **One-Time Operating:**
 - Financial Software Licenses – \$16,000

- **Capital:**
 - None



Finance Department Summary					
Expenditures by Category	FY 2022-23 Actual	FY 2023-24 Budget	FY 2023-24 Projected	FY 2024-25 Budget	% Increase (Decrease)
Personnel Services					
Salaries and Wages	326,501	350,624	350,624	365,556	
Benefits	110,869	104,276	104,276	122,615	
<i>FY 2024-25 Personnel Requests</i>				-	
Total Personnel	437,370	454,900	454,900	488,171	7.3%
Operating					
Advertising and Printing	-	2,000	2,000	2,000	
Professional Development	2,227	4,300	4,300	5,500	
Professional Services	78,505	88,000	88,000	86,600	
Repairs and Maintenance	3,259	4,000	4,000	4,200	
Supplies and Equipment	563	6,200	6,200	6,200	
Utilities	600	600	600	600	
<i>FY 2024-25 On-Going Operating Requests</i>				4,800	
Total Operating	85,154	105,100	105,100	109,900	4.6%
One-Time Operating	-	-	-	-	
<i>FY 2024-25 One-Time Operating Requests</i>				16,000	100.0%
Capital	-	-	-	-	
<i>FY 2024-25 Capital Requests</i>				-	0.0%
Total Expenditures by Category	\$ 522,524	\$ 560,000	\$ 560,000	\$ 614,071	9.7%

Finance Supplemental Budget Requests		
Type	Description	FY 2024-25 Budget Request
One-Time Operating	Financial Software Licenses	16,000
On-Going Operating		4,800
Total Supplemental Budget Requests		\$ 20,800



Finance Authorized FTEs					
Position	FY 2022-23 Actual	FY 2023-24 Budget	FY 2023-24 Projected	FY 2024-25 Budget	Increase (Decrease)
Finance Director	1.00	1.00	1.00	1.00	-
Finance Manager	-	1.00	1.00	1.00	-
Accountant, Senior	1.00	-	-	-	-
Accountant	1.00	1.00	1.00	1.00	-
Accounting Technician, Senior	1.00	1.00	1.00	1.00	-
Total Authorized FTEs	4.00	4.00	4.00	4.00	-



Territorial Days Fireworks



Recruitment



Risk Management



Prosecutor

Human Resources Department

Mission

Our mission is to develop, implement, and support programs and processes that empower the Town of Chino Valley and its employees, fostering growth, well-being, and retention while ensuring compliance with employment laws and business strategies. Additionally, we are committed to upholding justice by prosecuting criminal behavior on behalf of the people, ensuring fairness through a balanced approach to punishment, deterrence, restitution, and rehabilitation. Together, we work to protect and support the Town’s workforce and community with integrity, accountability, and a focus on long-term safety and success.

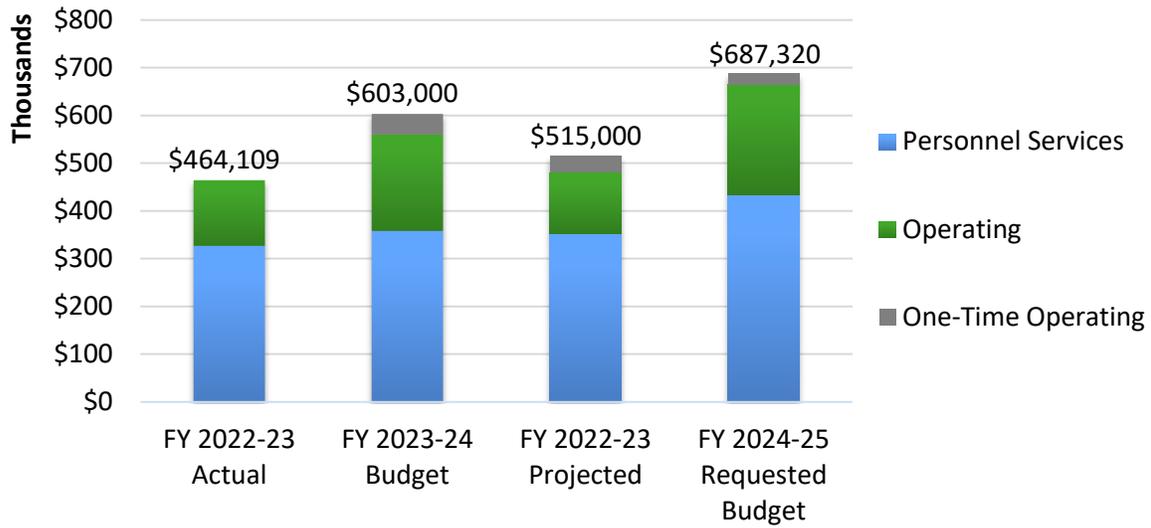
Program Descriptions



Recruitment: 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.

Prosecutor: The prosecutor’s office 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. *Note: The prosecutor is contracted and under the supervision of the Town Attorney, the budget for the paralegal, prosecutor contract, and other administrative expenses are currently under the oversight of the Human Resources department.*



FY 2024-25 Change Summary

- **Personnel** reflects an increase of 21.3% due to:
 - 4% COLA
 - 0-2% Merit
 - Slight increase in health insurance premiums
 - 1% increase in worker’s compensation rates
 - Sick Time Payout - Policy Change – \$50,000
- **On-Going Operating** reflects an increase of 14.0% due to:
 - Education/Tuition Reimbursement - Policy Change – \$20,000
 - HelloTeam Annual Subscription – \$8,232
- **One-Time Operating:**
 - Office Furniture – \$15,000
- **Capital:**
 - None

FY 2024-25 Rollovers

- **One-Time Operating:**
 - Job Descriptions and Policy Update – \$8,000



Human Resources Department Summary					
Expenditures by Category	FY 2022-23 Actual	FY 2023-24 Budget	FY 2023-24 Projected	FY 2024-25 Budget	% Increase (Decrease)
Personnel Services					
Salaries and Wages	243,219	276,830	271,830	291,232	
Benefits	83,199	81,170	81,170	92,856	
<i>FY 2024-25 Personnel Requests</i>				<i>50,000</i>	
Total Personnel	326,418	358,000	353,000	434,088	21.3%
Operating					
Advertising and Printing	2,532	8,500	3,500	8,500	
Professional Development	8,687	19,200	19,200	19,200	
Professional Services	121,851	166,400	96,400	166,400	
Repairs and Maintenance	1,625	1,500	1,500	1,500	
Supplies and Equipment	1,796	5,200	5,200	5,200	
Utilities	1,200	1,200	1,200	1,200	
<i>FY 2024-25 On-Going Operating Requests</i>				<i>28,232</i>	
Total Operating	137,691	202,000	127,000	230,232	14.0%
One-Time Operating	-	43,000	35,000	8,000	
<i>FY 2024-25 One-Time Operating Requests</i>				<i>15,000</i>	-65.1%
Capital	-	-	-	-	
<i>FY 2024-25 Capital Requests</i>				<i>-</i>	0.0%
Total Expenditures by Category	\$ 464,109	\$ 603,000	\$ 515,000	\$ 687,320	14.0%

Human Resources Supplemental Budget Requests		
Type	Description	FY 2024-25 Budget Request
Personnel	Sick Time Payout - Policy Change	50,000
On-Going Operating	Education/Tuition Reimb. - Policy Change	20,000
One-Time Operating	Office Furniture	15,000
On-Going Operating	HelloTeam Annual Subscription	8,232
Total Supplemental Budget Requests		\$ 93,232



Human Resources Authorized FTEs

Position	FY 2022-23 Actual	FY 2023-24 Budget	FY 2023-24 Projected	FY 2024-25 Budget	Increase (Decrease)
Human Resources Director	1.00	1.00	1.00	1.00	-
Human Resources Analyst, Senior	1.00	1.00	1.00	1.00	-
Paralegal	1.00	1.00	1.00	1.00	-
Total Authorized FTEs	3.00	3.00	3.00	3.00	-



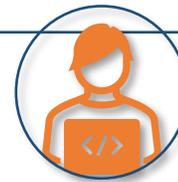
National Women's History Month



Cybersecurity



Technology Infrastructure



Technical Support

Information Technology Services Department

Mission

The mission of Information Technology Services (ITS) is to support, design, develop and enhance the Town's information technology (IT), Telecommunications, Web and audio-visual systems.

Program Descriptions

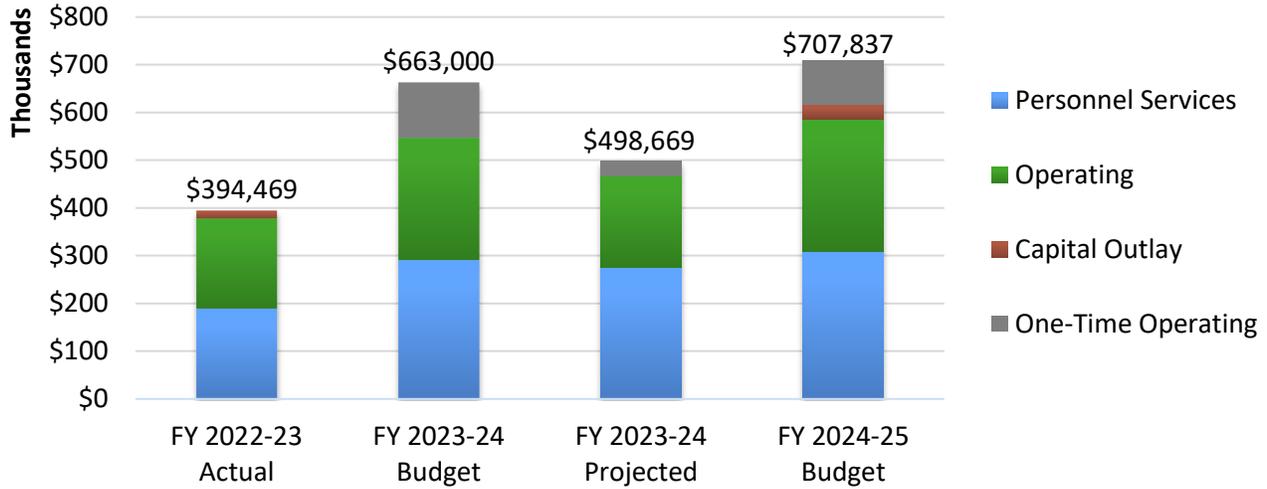


ITS provides various services to the Town to support the entire IT infrastructure. Foremost, ITS supports resources such as computer systems, networks and servers that allow the Town staff to effectively carry out their normal duties. ITS is additionally responsible for management and preservation of electronic information created during normal Town operations. ITS maintains vital communications avenues such as e-mail, telecommunications, mobile devices and internet access and implements new software, systems and applications to keep Town services running efficiently and maximize the Town's IT investments. ITS continuously works to keep the Town web page updated with the latest content about services, programs and events and manages the audio-visual equipment, filming and production of information and programming that is vital to

ensure the public is informed about Town and community business. ITS manages IT-related budget and expenditures throughout the fiscal year to ensure proper spending of Town funds. With the continuous growth of the Town and community, ITS manages expansion of the IT infrastructure, Door Access control, Surveillance Systems and accommodating additional IT wiring for expanded space and staff requirements. ITS helps to establish and maintain IT related policies and procedures by protecting the Town from liabilities inherent in the usage of technology. Lastly, ITS maintains documentation and licensing for the Town to ensure compliance with IT-related legal regulations.



General Fund - Information Technology Services Department



FY 2024-25 Change Summary

- **Personnel** reflects an increase of 6.4% due to:
 - 4% COLA
 - 0-2% Merit
 - 1% increase in worker’s compensation rates
 - Slight increase in health insurance premiums
- **On-Going Operating** reflects an increase of 7.8% due to:
 - Yavapai County GIS IGA – \$20,000
- **One-Time Operating:**
 - Network Attached Storage System – \$8,000
- **Capital:**
 - Virtual Host Server – \$30,000

FY 2024-25 Rollovers

- **One-Time Operating:**
 - Town Access Control – \$53,805
 - South Campus Fiber Optic – \$30,526



Information Technology Services Department Summary

Expenditures by Category	FY 2022-23 Actual	FY 2023-24 Budget	FY 2023-24 Projected	FY 2024-25 Budget	% Increase (Decrease)
Personnel Services					
Salaries and Wages	130,848	208,230	198,230	218,408	
Benefits	58,722	82,770	77,770	91,298	
<i>FY 2024-25 Personnel Requests</i>				-	
Total Personnel	189,570	291,000	276,000	309,706	6.4%
Operating					
Professional Development	2,711	1,500	1,500	4,000	
Professional Services	76,189	122,400	57,400	103,000	
Repairs and Maintenance	25,924	37,500	37,500	39,300	
Supplies and Equipment	57,101	61,800	61,800	75,500	
Utilities	26,650	32,600	32,600	34,000	
<i>FY 2024-25 On-Going Operating Requests</i>				20,000	
Total Operating	188,575	255,800	190,800	275,800	7.8%
One-Time Operating	-	116,200	31,869	84,331	
<i>FY 2024-25 One-Time Operating Requests</i>				8,000	-93.1%
Capital	16,324	-	-	-	
<i>FY 2024-25 Capital Requests</i>				30,000	100.0%
Total Expenditures by Category	\$ 394,469	\$ 663,000	\$ 498,669	\$ 707,837	6.8%

Information Technology Services Authorized FTEs

Position	FY 2022-23 Actual	FY 2023-24 Budget	FY 2023-24 Projected	FY 2024-25 Budget	Increase (Decrease)
Information Technology Manager	1.00	1.00	1.00	1.00	-
IT Support Technician	1.00	2.00	2.00	2.00	-
Total Authorized FTEs	2.00	3.00	3.00	3.00	-



Information Technology Services Supplemental Budget Requests

Type	Description	FY 2024-25 Budget Request
Operating Capital	Virtual Host Server	30,000
One-Time Operating	Network Attached Storage System	8,000
On-Going Operating	Yavapai County GIS IGA	20,000
Total Supplemental Budget Requests		\$ 58,000



Snowfall in Chino

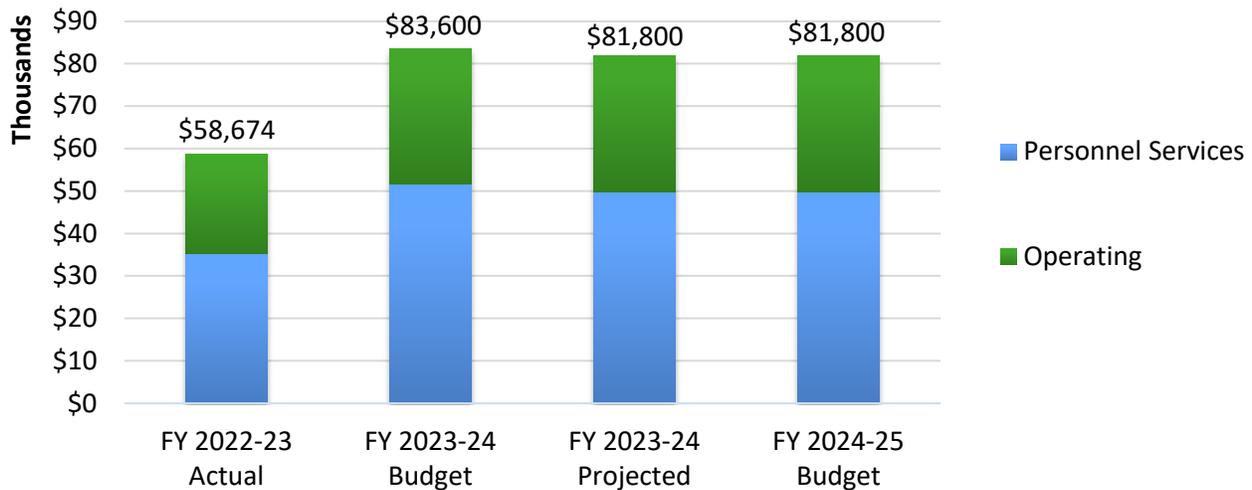


Mission

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 Descriptions

The Mayor and Council is the legislative branch of the Chino Valley Council-Manager form of Government. The Mayor serves as the Town’s Chief Executive Officer. 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.



FY 2024-25 Change Summary

- **Personnel** reflects a decrease of 3.5% due to:
 - Correction to salaries and wages computation
- **On-Going Operating** reflects a 0% change



- **One-Time Operating:**
 - None

- **Capital:**
 - None

Mayor and Council Summary

Expenditures by Category	FY 2022-23 Actual	FY 2023-24 Budget	FY 2023-24 Projected	FY 2024-25 Budget	% Increase (Decrease)
Personnel Services					
Salaries and Wages	32,250	46,800	45,000	45,000	
Benefits	2,971	4,800	4,800	4,800	
<i>FY 2024-25 Personnel Requests</i>				-	
Total Personnel	35,221	51,600	49,800	49,800	-3.5%
Operating					
Professional Development	13,652	18,000	18,000	18,000	
Supplies and Equipment	915	2,000	2,000	2,000	
Utilities	8,885	12,000	12,000	12,000	
<i>FY 2024-25 On-Going Operating Requests</i>				-	
Total Operating	23,452	32,000	32,000	32,000	0.0%
One-Time Operating	-	-	-	-	
<i>FY 2024-25 One-Time Operating Requests</i>				-	0.0%
Capital	-	-	-	-	
<i>FY 2024-25 Capital Requests</i>				-	0.0%
Total Expenditures by Category	\$ 58,674	\$ 83,600	\$ 81,800	\$ 81,800	-2.2%

Mayor and Council Authorized Elected Officials

Position	FY 2022-23 Actual	FY 2023-24 Budget	FY 2023-24 Projected	FY 2024-25 Budget	Increase (Decrease)
Mayor	1.00	1.00	1.00	1.00	-
Vice Mayor	1.00	1.00	1.00	1.00	-
Council Members	5.00	5.00	5.00	5.00	-
Total Authorized Elected Officials	7.00	7.00	7.00	7.00	-



Process Cases



Conduct Hearings



Provide Justice

Municipal Court Department

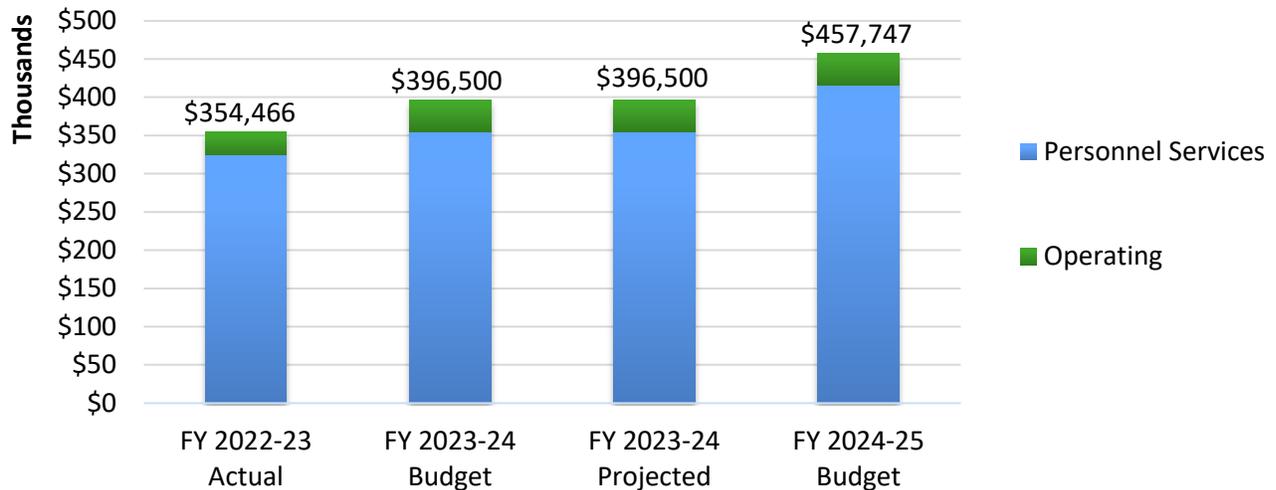
Mission

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 and persons cited for violations occurring within the Town limits.

Program Descriptions

The Court has jurisdiction to process and adjudicate 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.





FY 2024-25 Change Summary

- **Personnel** reflects an increase of 17.2% due to:
 - New Court Clerk (part-time temporary) – \$28,842
 - 4% COLA
 - 0-2% Merit
 - 1% increase in worker’s compensation rates
 - Slight increase in health insurance premiums
- **On-Going Operating** reflects a 0% change
- **One-Time Operating:**
 - None
- **Capital:**
 - None

Municipal Court Department Summary

Expenditures by Category	FY 2022-23 Actual	FY 2023-24 Budget	FY 2023-24 Projected	FY 2024-25 Budget	% Increase (Decrease)
Personnel Services					
Salaries and Wages	243,218	268,644	268,644	284,556	
Benefits	81,150	86,606	86,606	103,099	
<i>FY 2024-25 Personnel Requests</i>				<i>28,842</i>	
Total Personnel	324,368	355,250	355,250	416,497	17.2%
Operating					
Professional Development	1,948	3,500	3,500	3,550	
Professional Services	20,788	29,400	29,400	28,150	
Repairs and Maintenance	888	1,200	1,200	2,400	
Supplies and Equipment	5,058	5,750	5,750	5,750	
Utilities	1,416	1,400	1,400	1,400	
<i>FY 2024-25 On-Going Operating Requests</i>				<i>-</i>	
Total Operating	30,098	41,250	41,250	41,250	0.0%
One-Time Operating	-	-	-	-	
<i>FY 2024-25 One-Time Operating Requests</i>				<i>-</i>	0.0%
Capital	-	-	-	-	
<i>FY 2024-25 Capital Requests</i>				<i>-</i>	0.0%
Total Expenditures by Category	\$ 354,466	\$ 396,500	\$ 396,500	\$ 457,747	15.4%



Municipal Court Supplemental Budget Requests

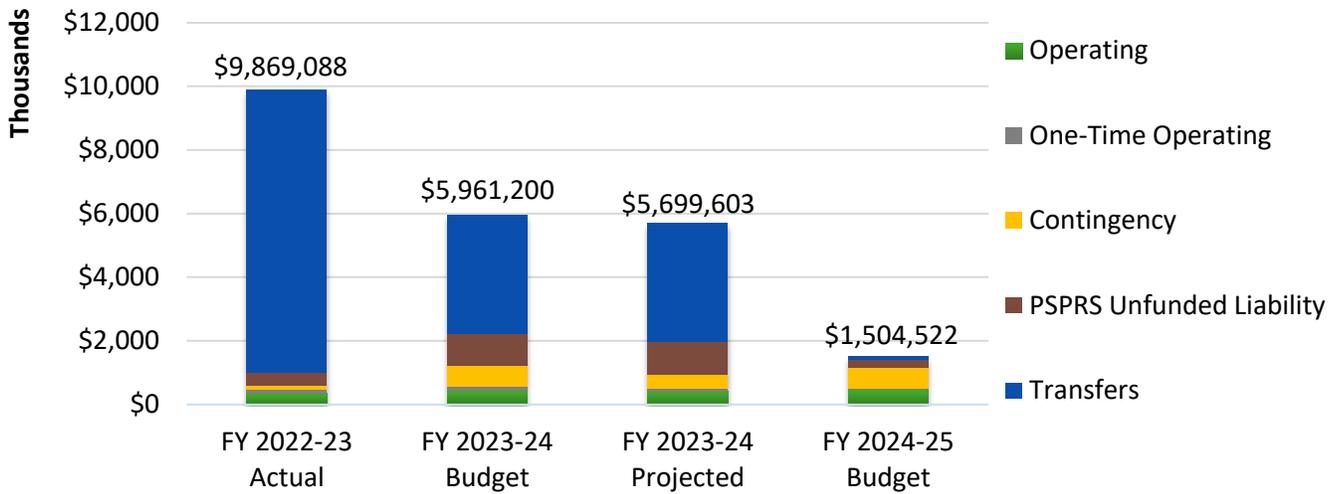
Type	Description	FY 2024-25 Budget Request
Personnel	Court Clerk (part-time, temporary)	28,842
Total Supplemental Budget Requests		\$ 28,842

Municipal Court Authorized FTEs

Position	FY 2022-23 Actual	FY 2023-24 Budget	FY 2023-24 Projected	FY 2024-25 Budget	Increase (Decrease)
Magistrate	1.00	1.00	1.00	1.00	-
Court Administrator	1.00	1.00	1.00	1.00	-
Court Security	0.50	0.50	0.50	0.50	-
Court Clerk	2.00	2.00	2.00	2.00	-
Court Clerk (Temporary)	-	-	0.50	0.50	0.50
Total Authorized FTEs	4.50	4.50	5.00	5.00	0.50



Municipal Courtroom



FY 2024-25 Change Summary

- **On-Going Operating** reflects an increase of 1.9% due to:
 - Insurance premium increase – \$19,500
 - Upper Verde Watershed decrease – \$17,000
 - ADOR Annual Fee/Industrial Commission of AZ increase – \$8,000
 - Yavapai Family Advocacy Center increase – \$2,100
- **One-Time Operating and Capital:**
 - None
- **Contingency** reflects an increase of \$25,000
- **PSPRS Unfunded Liability Payment** reflects a decrease of \$750,000
- **Transfers** reflects a decrease of \$3,650,000



FY 2024-25 Rollovers

- **One-Time Operating:**
 - Wayfinding Signage – \$35,722

Non-Departmental Summary

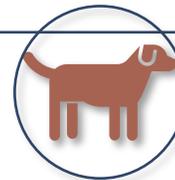
Expenditures by Category	FY 2022-23 Actual	FY 2023-24 Budget	FY 2023-24 Projected	FY 2024-25 Budget	% Increase (Decrease)
Operating					
Administrative and Official	370,582	436,200	389,200	448,800	
Professional Services	171,485	201,000	201,000	201,000	
Supplies and Equipment	6,192	9,000	9,000	9,000	
<i>FY 2024-25 On-Going Operating Requests</i>				-	
Total Operating	548,259	646,200	599,200	658,800	1.9%
One-Time Operating	125,846	130,000	90,403	35,722	
<i>FY 2024-25 One-Time Operating Requests</i>				-	-100.0%
Capital	-	-	-	-	
<i>FY 2024-25 Capital Requests</i>				-	0.0%
Contingency	113,591	625,000	450,000	650,000	
PSPRS Unfunded Liability Payment	400,000	1,000,000	1,000,000	250,000	
Transfers	8,871,392	3,750,000	3,750,000	100,000	
Allocation from Enterprise Funds	(190,000)	(190,000)	(190,000)	(190,000)	
Total Expenditures by Category	\$ 9,869,088	\$ 5,961,200	\$ 5,699,603	\$ 1,504,522	-74.8%



Public Safety



Traffic Enforcement



Animal Control

Police Department

Mission

The mission of the Chino Valley Police Department is to protect the lives, property and constitutional rights of the citizens of Chino Valley through fair and impartial enforcement of the laws of the state. We are committed to establishing close working relationships with our citizens, businesses and visitors to resolve problems and issues. Serving the citizens of Chino Valley is a privilege, not a right. The citizen is the most important person in our department; not an interruption of work, but the purpose of it. The department's successes are attributed to the high ethics, professionalism, integrity, courage, and efficiency displayed by our personnel.

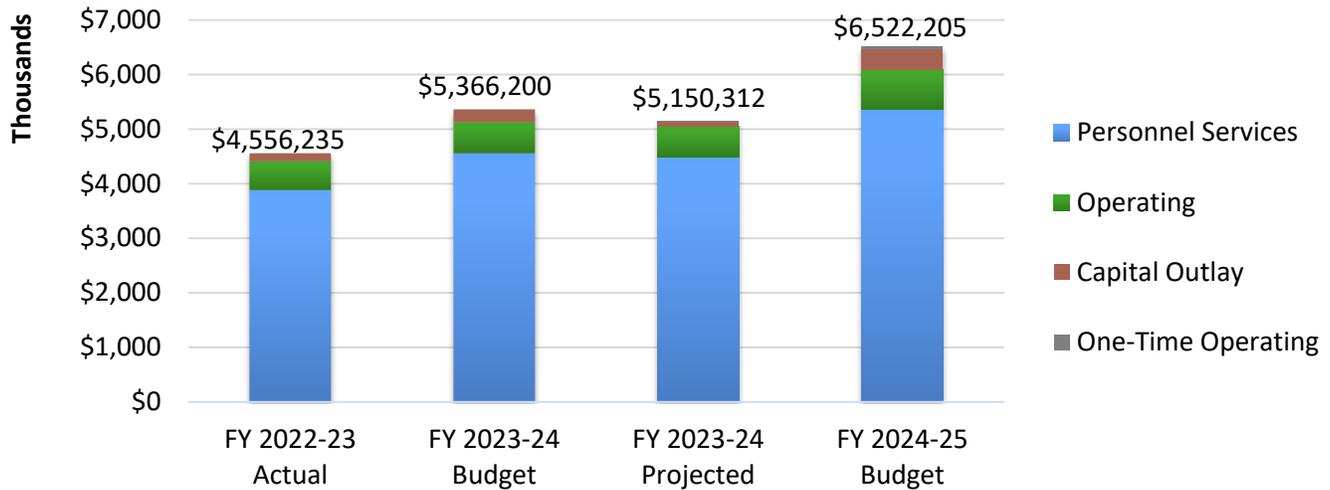
Program Descriptions



Police: Utilizing state of the art policing methods the police department is able to proactively patrol and enforce criminal, traffic and town laws and ordinances. The department has utilized staff to provide ideas, methods and solutions by "thinking outside the box". This approach has allowed the department to stretch the limited operating budget and provide the highest level of policing service to the public. The production, dedication and enthusiasm provided by the department allows us to maximize resources to ensure success of the department's mission. Police Department staff have donated time and expertise to assure outside funding and resources, such as the Federal 1033 program, RICO funds and collaboration with private organizations, are obtained

and utilized to increase training capabilities of the department and town. We have a facility and location to train our staff, as well as those around us, which enables our staff to obtain the latest and greatest training in the profession. The ability of the department to tap internal resources to ensure the training facility is operational, functional and capable of providing the needed training is like none seen anywhere else in this profession.

Animal Control: 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 2024-25 Change Summary

- **Personnel** reflects an increase of 17.9% due to:
 - New Police Officer (2) – \$212,218
 - New Police Services Specialist (part-time) – \$36,681
 - 4% COLA
 - 0-2% Merit
 - 4% increase in PSPRS rates
 - 1% increase in worker’s compensation rates
 - Slight increase in health insurance premiums

- **On-Going Operating** reflects an increase of 26.4% due to:
 - Allocation from custodial position in Facilities for cleaning contract – \$71,000
 - Uniform and Vest Allowance – \$29,500
 - Travel and Training – \$15,500
 - New Police Officer (2) Uniform/Training/Supplies – \$6,840
 - YCSO Contract Increases – \$5,655
 - Outside Play Yards – \$5,000
 - Vet and Supplies – \$4,000
 - Medical Supplies – \$3,500
 - Power FTO – \$3,500
 - Zonehaven Software Program – \$2,740
 - New Police Services Specialist Uniform/Training/Supplies – \$1,750
 - Gigatrak Tracking System – \$1,260
 - Ecites and Printers – \$1,020

- **One-Time Operating:**
 - New Police Officer (2) Equipment/Supplies – \$23,280
 - New Police Services Specialist Equipment/Supplies – \$3,745
 - Ecites and Printers – \$6,850
 - Power FTO – \$2,800
 - Aimpoint Rifle Optics – \$13,000

- **Capital:**
 - New Police Officer Vehicle (1) – \$95,000
 - Traka Secure Key System – \$18,000

FY 2024-25 Rollovers

- **Capital:**
 - Police Vehicle Upfitting (4) – \$140,888



Police Department Summary					
Expenditures by Category	FY 2022-23 Actual	FY 2023-24 Budget	FY 2023-24 Projected	FY 2024-25 Budget	% Increase (Decrease)
Personnel Services					
Salaries and Wages	2,543,024	3,110,672	3,060,672	3,336,098	
Benefits	1,336,680	1,442,928	1,417,928	1,781,961	
<i>FY 2024-25 Personnel Requests</i>				248,899	
Total Personnel	3,879,704	4,553,600	4,478,600	5,366,958	17.9%
Operating					
Professional Development	20,819	38,500	38,500	38,500	
Professional Services	268,389	271,100	271,100	342,100	
Repairs and Maintenance	26,828	33,800	33,800	33,800	
Special Programming	43,665	47,500	47,500	47,500	
Supplies and Equipment	154,545	156,000	156,000	156,000	
Utilities	16,938	25,200	25,200	25,200	
<i>FY 2024-25 On-Going Operating Requests</i>				80,265	
Total Operating	531,184	572,100	572,100	723,365	26.4%
One-Time Operating	-	8,100	8,100	-	
<i>FY 2024-25 One-Time Operating Requests</i>				49,675	513.3%
Capital	145,347	232,400	91,512	269,207	
<i>FY 2024-25 Capital Requests</i>				113,000	64.5%
Total Expenditures by Category	\$ 4,556,235	\$ 5,366,200	\$ 5,150,312	\$ 6,522,205	21.5%



National Night Out Event



Police Supplemental Budget Requests		
Type	Description	FY 2024-25 Budget Request
On-Going Operating	Uniform and Vest Allowance Increase	29,500
On-Going Operating	Travel and Training	14,500
One-Time Operating	Aimpoint Rifle Optics	13,000
On-Going Operating	YCSO Contract Increases	5,655
On-Going Operating	Maintenance of Outside Play Yards	5,000
On-Going Operating	Vet and Supplies - Animal Control	4,000
On-Going Operating	Medical Supplies	3,500
On-Going Operating	Zonehaven Software Program	2,740
On-Going Operating	Gigatrak Tracking System	1,260
On-Going Operating	Travel and Training - Animal Control	1,000
One-Time Operating	Power FTO	2,800
On-Going Operating		3,500
One-Time Operating	Ecites and Printers (2)	6,850
On-Going Operating		1,020
Operating Capital	Traka Secure Key System	18,000
Personnel	Police Officer (backfill of SRO officer)	106,109
One-Time Operating		11,640
On-Going Operating		3,420
Personnel	Police Officer (Community Outreach)	106,109
One-Time Operating		11,640
On-Going Operating		3,420
Operating Capital		95,000
Personnel	Police Service Specialist (part-time)	36,681
One-Time Operating		3,745
On-Going Operating		1,750
Total Supplemental Budget Requests		\$ 491,839



Police Authorized FTEs					
Position	FY 2022-23 Actual	FY 2023-24 Budget	FY 2023-24 Projected	FY 2024-25 Budget	Increase (Decrease)
Chief of Police	1.00	1.00	1.00	1.00	-
Deputy Chief of Police	-	1.00	1.00	-	(1.00)
Police Lieutenant	2.00	1.00	2.00	2.00	1.00
Police Sergeant	5.00	5.00	5.00	5.00	-
Police Officer	21.00	24.00	23.00	26.00	2.00
Police Civilian Operations Supervisor	1.00	1.00	1.00	1.00	-
Police Services Specialist	3.00	4.00	4.00	4.50	0.50
Property/Evidence/Crime Scene Tech.	1.00	1.00	1.00	1.00	-
Animal Control Officer	2.00	2.00	2.00	2.00	-
Adoption Specialist/Tech., Senior	-	1.00	1.00	1.00	-
Adoption Specialist/Shelter Tech.	1.50	1.00	1.00	1.00	-
Total Authorized FTEs	37.50	42.00	42.00	44.50	2.50



Animal Shelter



Police Department Leadership Team



Mission

Our mission is to enhance the quality of life in the Town of Chino Valley by providing efficient, reliable, and responsive services that support a safe, welcoming, and thriving community. We are dedicated to maintaining parks and facilities that encourage healthy lifestyles and community engagement, ensuring the safety and functionality of Town facilities, and delivering high-quality fleet services to all departments. Through collaboration with citizens and developers, we aim to preserve the Town’s natural beauty, history, and western culture, while delivering essential services that prioritize public health, safety, and fiscal responsibility.

Program Descriptions

The **Parks Maintenance Division** is responsible for creating and maintaining parks for the citizens of the Town of Chino Valley. Each facility requires the maintenance of turf, foliage, shrubs, trees, aggregate, playground equipment, irrigation systems, and other park amenities, 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 beauty of Chino Valley.

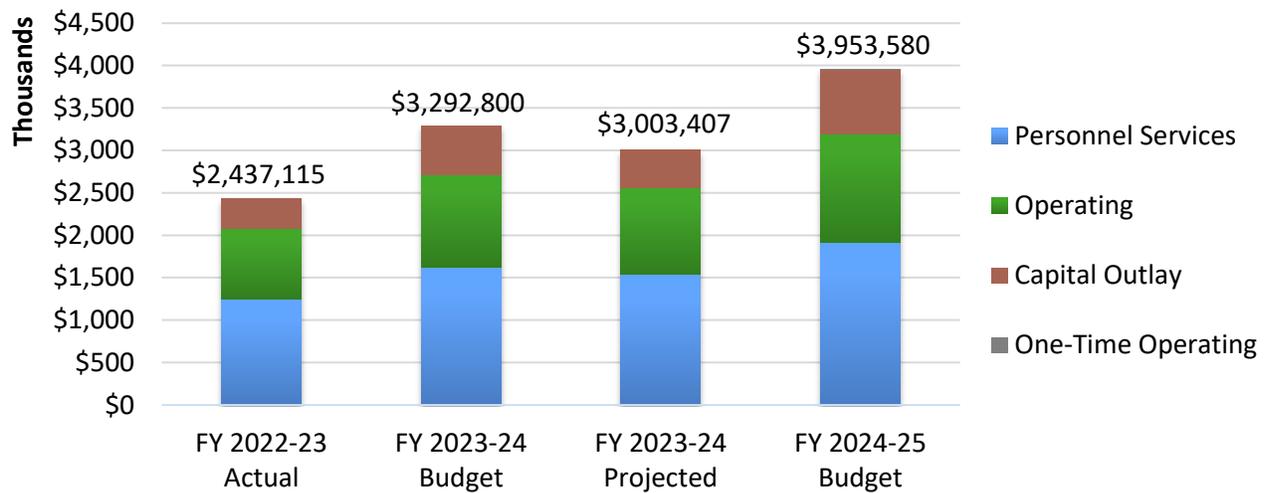


The **Facilities Maintenance Division** is responsible for maintenance services including scheduled and preventive maintenance, in-house remodeling projects and divisional moves. The Facilities Department is responsible for all janitorial services, which include 30 public restrooms, cleaning and vacuuming 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.

The **Fleet Maintenance Division** provides maintenance and repair services to the Town of Chino Valley Fleet assets. Fleet Maintenance provides services to Police Department, Senior Center, Recreation Aquatics, Roads Department, Facilities Group, Public Works and Engineering, Library, MIS, Development Services, and Town Hall. Assets range from small engines and UTV’s to motor graders and heavy trucks.



The **Engineering Division** provides administrative oversight and support to the Streets, Fleet Maintenance, Parks Maintenance, Facilities Maintenance, and Utilities Divisions. The Engineering Division provides professional engineering services for all public improvements within the Town of Chino Valley and provides engineering advice to the Town Council. 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 (CYMPO), and the Regional Utility Coordinating Committee (RUCC).



FY 2024-25 Change Summary

- **Personnel** reflects an increase of 18.4% due to:
 - Reallocation of the Public Works Inspector from Streets to Engineering – \$105,863
 - New Parks Maintenance Worker – \$66,597
 - 4% COLA
 - 0-2% Merit
 - 1% increase in worker’s compensation rates
 - Slight increase in health insurance premiums

- **On-Going Operating** reflects an increase of 15.1% due to:
 - Inflation Increase - Fuel and Utilities – \$158,800
 - Infrastructure Management System – \$20,000
 - New Parks Maintenance Worker Supplies/Training – \$850

- **One-Time Operating:**
 - New Parks Maintenance Worker Equipment/Supplies – \$2,650



• **Capital:**

- Fleet Service Truck – \$180,000
- Inspector Truck – \$70,000
- Furnishing New PW Building – \$60,000
- Lift/Hoist Equipment – \$55,000
- Parking Lot Maintenance – \$50,000
- Pool Facility Updates – \$40,000
- Fleet Building Remodel – \$30,000
- Aquatics Roofing – \$30,000
- Town Hall Split-Rail Fence – \$20,000
- Quonset Hut Lighting – \$20,000
- Permanent Building Lights – \$18,000
- Crows Nest Epoxy – \$15,000
- Surge Protection Program – \$15,000
- Bases for Fields (5 sets) – \$11,000

FY 2024-25 Rollovers

• **Capital:**

- Parks – Toro MDX – \$16,399
- Fleet – Transit Van – \$11,494

Public Works Department Summary

Expenditures by Category	FY 2022-23 Actual	FY 2023-24 Budget	FY 2023-24 Projected	FY 2024-25 Budget	% Increase (Decrease)
Personnel Services					
Salaries and Wages	891,239	1,172,732	1,112,732	1,312,996	
Benefits	358,924	449,768	424,768	541,494	
<i>FY 2024-25 Personnel Requests</i>				<i>66,597</i>	
Total Personnel	1,250,163	1,622,500	1,537,500	1,921,087	18.4%
Operating					
Advertising and Printing	183	500	500	-	
Gas and Oil	112,659	115,000	115,000	121,000	
Professional Development	9,115	22,000	22,000	38,550	
Professional Services	113,475	313,200	238,200	257,650	
Rentals	16,809	5,500	5,500	5,500	
Repairs and Maintenance	182,137	177,200	177,200	178,200	
Supplies and Equipment	137,572	155,700	155,700	160,400	
Utilities	355,402	401,700	401,700	429,500	
<i>FY 2024-25 On-Going Operating Requests</i>				<i>179,650</i>	
Total Operating	927,352	1,190,800	1,115,800	1,370,450	15.1%
One-Time Operating	-	-	-	-	
<i>FY 2024-25 One-Time Operating Requests</i>				<i>2,650</i>	100.0%
Capital	359,600	579,500	450,107	145,393	
<i>FY 2024-25 Capital Requests</i>				<i>614,000</i>	31.0%
Allocation to Enterprise Funds	(100,000)	(100,000)	(100,000)	(100,000)	
Total Expenditures by Category	\$ 2,437,115	\$ 3,292,800	\$ 3,003,407	\$ 3,953,580	20.1%



Public Works Supplemental Budget Requests

Type	Description	FY 2024-25 Budget Request
On-Going Operating	Inflation Increase - Fuel and Utilities	158,800
On-Going Operating	Infrastructure Management System	20,000
Operating Capital	Fleet Service Truck	180,000
Operating Capital	Inspector Truck	70,000
Operating Capital	Furnishing New PW Building	60,000
Operating Capital	Lift/Hoist Equipment	55,000
Operating Capital	Parking Lot Maintenance (Annual)	50,000
Operating Capital	Pool Facility Updates	40,000
Operating Capital	Fleet Building Remodel	30,000
Operating Capital	Aquatics Roofing	30,000
Operating Capital	Town Hall Split-Rail Fence	20,000
Operating Capital	Quonset Hut Lighting	20,000
Operating Capital	Permanent Building Lights	18,000
Operating Capital	Crows Nest Epoxy	15,000
Operating Capital	Surge Protection Program	15,000
Operating Capital	Bases for Fields (5 sets)	11,000
Personnel	Parks Maintenance Worker	66,597
One-Time Operating		2,650
On-Going Operating		850
Total Supplemental Budget Requests		\$ 862,897



Public Works Authorized FTEs					
Position	FY 2022-23 Actual	FY 2023-24 Budget	FY 2023-24 Projected	FY 2024-25 Budget	Increase (Decrease)
Public Works Director/Town Engineer	1.00	1.00	1.00	1.00	-
Assistant Town Engineer	1.00	1.00	1.00	1.00	-
Capital Project Manager	1.00	1.00	1.00	1.00	-
Facilities and Parks Manager	1.00	1.00	1.00	1.00	-
Fleet Manager	1.00	1.00	1.00	1.00	-
PW Management Analyst	-	1.00	1.00	1.00	-
Public Works Inspector	-	-	-	1.00	1.00
Facilities/Pool Maint. Worker, Senior	1.00	1.00	1.00	1.00	-
Fleet Mechanic	1.00	2.00	2.00	2.00	-
Parks Maintenance Worker, Senior	2.00	2.00	2.00	2.00	-
Facilities Maintenance Worker, Senior	1.00	1.00	1.00	1.00	-
Parks Maintenance Worker	2.00	3.00	3.00	4.00	1.00
Facilities Maintenance Worker	1.00	1.00	1.00	1.00	-
Administrative Technician	1.00	1.00	1.00	1.00	-
Seasonal Parks Maintenance Worker	0.50	0.50	0.50	-	(0.50)
Custodian	2.00	3.00	2.00	2.00	(1.00)
Total Authorized FTEs	16.50	20.50	19.50	21.00	0.50



Memory Park



Records



Business Licenses



Elections

Town Clerk 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.

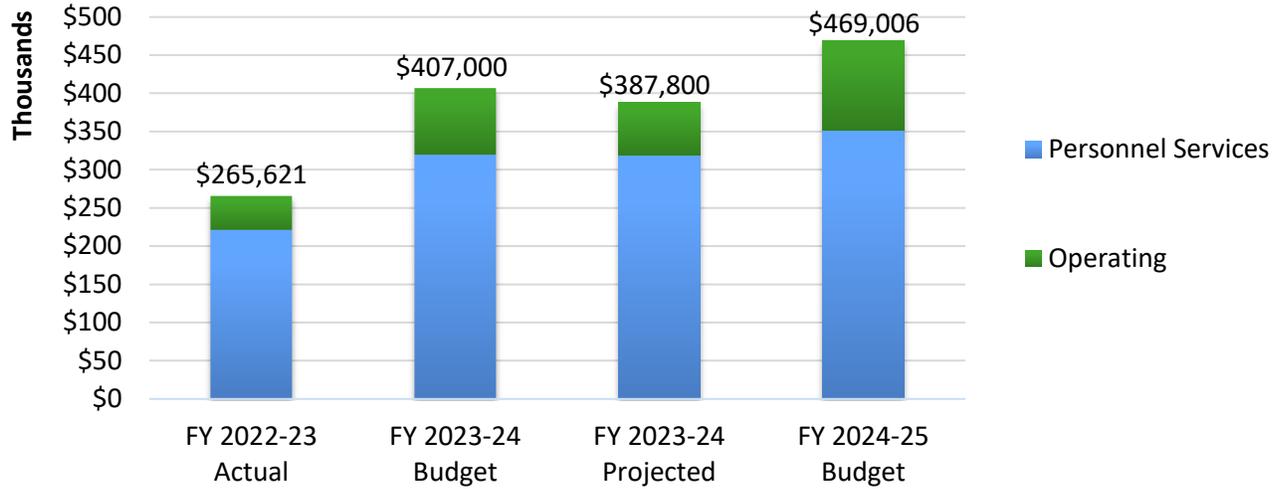
Program Descriptions

The Town Clerk's Office provides the following services for the Town:



Town Clerk Team

- Keeps a true and correct record of all business transacted by the Town Council and Council-appointed commissions, boards, committees, and subcommittees.
- Prepares meetings, agenda packets, and minutes, and administers the Town's compliance under the Open Meeting Laws.
- Administers all election-related services in accordance with state and federal law.
- Administers public records and the Town's records management program.
- Provides support services for Town staff and the public related to public information, Town Codes, liquor licenses, citizen complaints, local legislation, web pages, and notary services.



FY 2024-25 Change Summary

- **Personnel** reflects an increase of 10.0% due to:
 - 4% COLA
 - 0-2% Merit
 - 1% increase in worker’s compensation rates
 - Slight increase in health insurance premiums
- **On-Going Operating** reflects an increase of 34.4% due to:
 - Reallocation of agenda management software from Non-Departmental to Town Clerk – \$30,000
- **One-Time Operating:**
 - None
- **Capital:**
 - None



Town Clerk Department Summary					
Expenditures by Category	FY 2022-23 Actual	FY 2023-24 Budget	FY 2023-24 Projected	FY 2024-25 Budget	% Increase (Decrease)
Personnel Services					
Salaries and Wages	146,153	228,650	228,650	243,321	
Benefits	75,084	91,100	91,100	108,435	
<i>FY 2024-25 Personnel Requests</i>				-	
Total Personnel	221,238	319,750	319,750	351,756	10.0%
Operating					
Advertising and Printing	6,805	10,000	10,000	10,000	
Election Costs	8,025	35,000	25,000	35,000	
Professional Development	4,956	7,200	7,200	7,200	
Professional Services	10,918	16,700	7,500	45,340	
Rentals	-	-	-	1,360	
Repairs and Maintenance	3,610	4,400	4,400	4,400	
Supplies and Equipment	9,470	13,350	13,350	13,350	
Utilities	600	600	600	600	
<i>FY 2024-25 On-Going Operating Requests</i>				-	
Total Operating	44,384	87,250	68,050	117,250	34.4%
One-Time Operating	-	-	-	-	
<i>FY 2024-25 One-Time Operating Requests</i>				-	0.0%
Capital	-	-	-	-	
<i>FY 2024-25 Capital Requests</i>				-	0.0%
Total Expenditures by Category	\$ 265,621	\$ 407,000	\$ 387,800	\$ 469,006	15.2%



Town Clerk Authorized FTEs

Position	FY 2022-23 Actual	FY 2023-24 Budget	FY 2023-24 Projected	FY 2024-25 Budget	Increase (Decrease)
Town Clerk	1.00	1.00	1.00	1.00	-
Deputy Town Clerk/Records Technician	1.00	1.00	1.00	1.00	-
Records Technician, Senior	-	1.00	0.90	1.00	-
Administrative Technician	0.80	0.80	1.00	1.00	0.20
Total Authorized FTEs	2.80	3.80	3.90	4.00	0.20



Employee Appreciation Event



Town Administration



Public Information



Economic Development

Town Manager Department

Mission

The Mission of the Town Manager’s Department is to administer the goals, policies and objectives established by the Town Council in order to provide exceptional public service to the citizens of Chino Valley, in the most cost effective, efficient means possible that cherishes and preserves its historic rural lifestyle and supporting Economic Development for the betterment of our community.

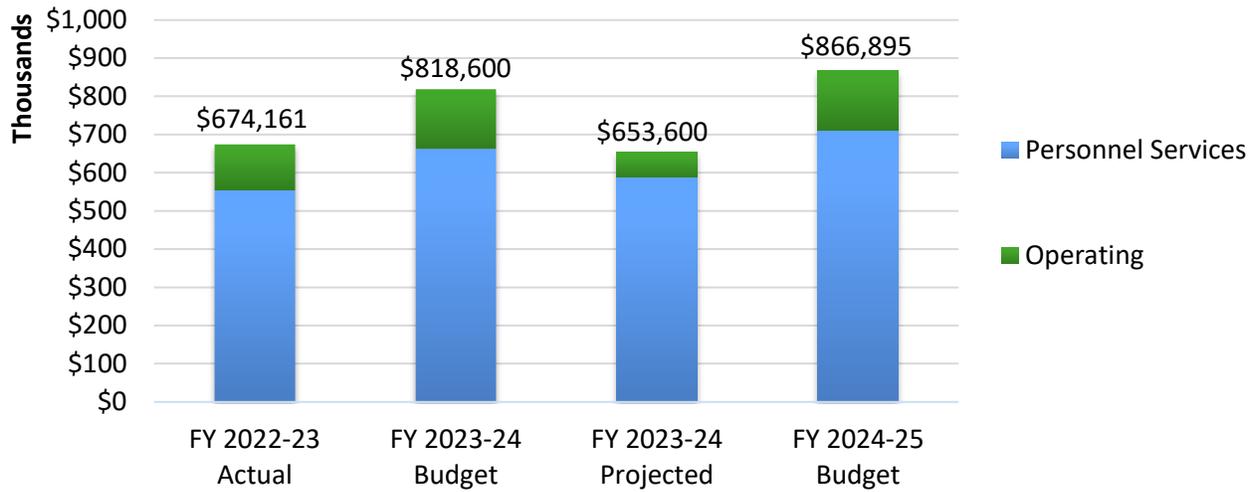
Program Descriptions

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 operating and administrative departments.
- Coordinates with the Town Council to develop and implement short- and long-range goals for the Town.
- Coordinates with the Town Council, Finance Director and Departments to develop and administer the Budget.
- Is responsible for economic and community development.
- Represents the Town in dealing with other governmental jurisdictions, agencies, private firms, professional groups, community stakeholders, the media and general public.





FY 2024-25 Change Summary

- **Personnel** reflects a 7.3% increase due to:
 - 4% COLA
 - 0-2% Merit
 - 1% increase in worker’s compensation rates
 - Slight increase in health insurance premiums
- **On-Going Operating** reflects 0% change
- **One-Time Operating:**
 - None
- **Capital:**
 - None



Town Manager Department Summary					
Expenditures by Category	FY 2022-23 Actual	FY 2023-24 Budget	FY 2023-24 Projected	FY 2024-25 Budget	% Increase (Decrease)
Personnel Services					
Salaries and Wages	419,354	503,377	453,377	536,195	
Benefits	134,743	159,023	134,023	174,500	
<i>FY 2024-25 Personnel Requests</i>				-	
Total Personnel	554,097	662,400	587,400	710,695	7.3%
Operating					
Advertising and Printing	15,553	16,000	16,000	16,000	
Professional Development	29,939	40,500	20,500	40,500	
Professional Services	59,008	85,000	15,000	85,000	
Repairs and Maintenance	5,447	5,000	5,000	5,000	
Supplies and Equipment	7,996	7,000	7,000	7,000	
Utilities	2,120	2,700	2,700	2,700	
<i>FY 2024-25 On-Going Operating Requests</i>				-	
Total Operating	120,064	156,200	66,200	156,200	0.0%
One-Time Operating	-	-	-	-	
<i>FY 2024-25 One-Time Operating Requests</i>				-	0.0%
Capital	-	-	-	-	
<i>FY 2024-25 Capital Requests</i>				-	0.0%
Total Expenditures by Category	\$ 674,161	\$ 818,600	\$ 653,600	\$ 866,895	5.9%

Town Manager Authorized FTEs					
Position	FY 2022-23 Actual	FY 2023-24 Budget	FY 2023-24 Projected	FY 2024-25 Budget	Increase (Decrease)
Town Manager	1.00	1.00	1.00	1.00	-
Economic Dev./Intergov. Manager	1.00	1.00	1.00	1.00	-
Assistant to the Town Manager	1.00	1.00	1.00	1.00	-
Administrative Technician, Senior	1.00	1.00	1.00	1.00	-
Total Authorized FTEs	4.00	4.00	4.00	4.00	-



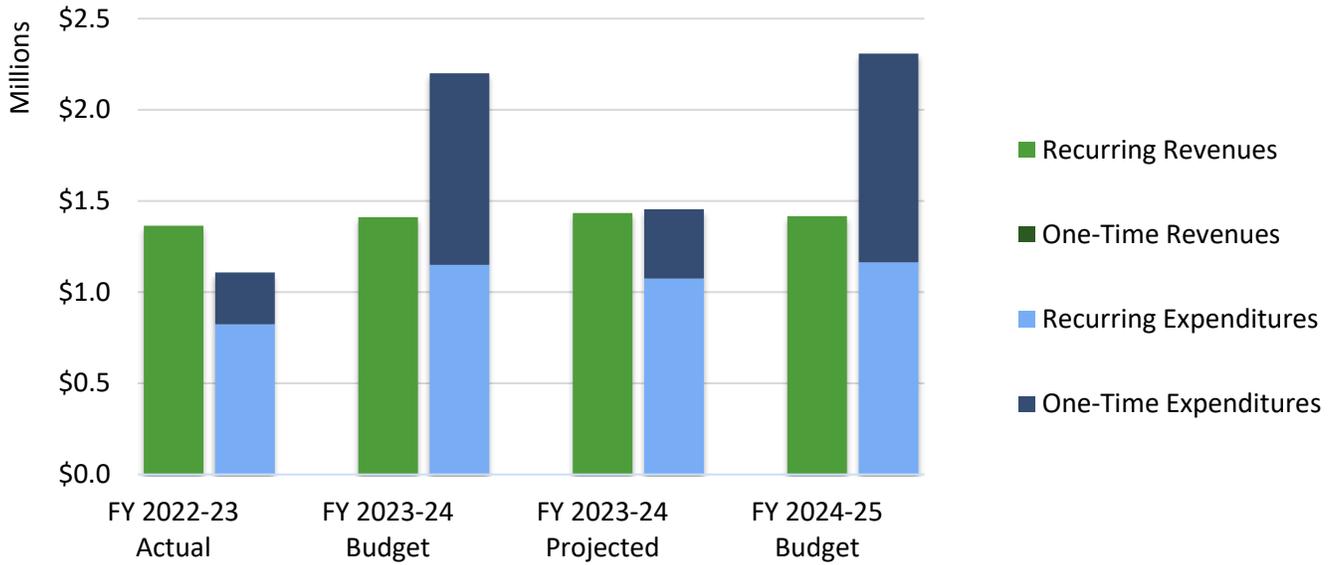
Thanksgiving at the Senior Center



HIGHWAY USER REVENUE FUND



Highway User Revenue Fund (HURF)



HURF Operating Results					
Net Change	FY 2022-23 Actual	FY 2023-24 Budget	FY 2023-24 Projected	FY 2024-25 Budget	% Increase (Decrease)
Recurring					
Revenues	1,365,173	1,412,500	1,434,094	1,416,394	
Expenditures	824,140	1,150,400	1,075,400	1,164,006	
Net Change - Recurring	541,033	262,100	358,694	252,388	-3.7%
One-Time					
Revenues	-	-	-	-	
Expenditures	284,372	1,050,000	380,215	1,144,785	
Net Change - One-Time	(284,372)	(1,050,000)	(380,215)	(1,144,785)	9.0%
Total Net Change	\$ 256,661	\$ (787,900)	\$ (21,521)	\$ (892,397)	13.3%
Beginning Fund Balance	1,878,749	1,893,248	2,135,410	2,113,889	
Ending Fund Balance	\$ 2,135,410	\$ 1,105,348	\$ 2,113,889	\$ 1,221,492	



Pothole Repair Work



Street/Road
Maintenance



Right-of-Way
Maintenance



Sign
Maintenance

Public Works Department - Streets

Mission

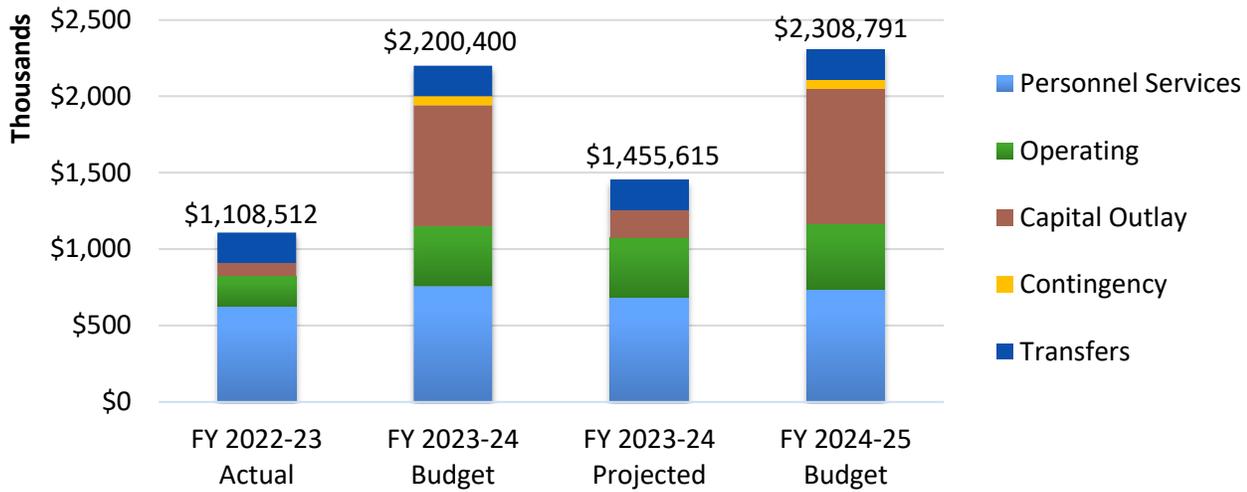
To identify and implement roadway and other related transportation system solutions for the safe and efficient movement of goods, services and people to support a high quality of life in Chino Valley.

Program Descriptions



Road 5 N Stripping

The Streets Division takes a proactive stance to citizens needs by maintaining 158 miles of paved, chip sealed or dirt streets including, pothole repair, culvert and drainage maintenance, road grading, mowing, trash pickup. The Streets Division also performs tree trimming along the Town right of way, repair and replacement of Town signage, and light construction of new streets.



FY 2024-25 Change Summary

- **Personnel** reflects a decrease of 3.0% due to:
 - Reallocation of the Public Works Inspector from Streets to Engineering – (\$105,863)
 - New Streets Maintenance Worker – \$66,202
 - 4% COLA
 - 0-2% Merit
 - 1% increase in worker’s compensation rates
 - Slight increase in health insurance premiums
- **On-Going Operating** reflects an increase of 9.3% due to:
 - Street Sweeping (Quarterly) – \$20,000
 - Tree Removal Services – \$11,000
 - Inflation Increase - Fuel and Utilities – \$5,000
 - New Streets Maintenance Worker Supplies/Training – \$650
- **One-Time Operating:**
 - None
- **Capital:**
 - Dump-Plow Truck – \$150,000
 - Asphalt Patching Equipment – \$75,000
 - Heavy Duty Equipment Trailer – \$50,000

FY 2024-25 Rollovers

- **Capital:**
 - Streets Modular Office Building – \$305,435
 - Dump Truck – 10 Wheel – \$221,718
 - Dump Truck – \$82,632



Public Works Department - Streets Summary					
Expenditures by Category	FY 2022-23 Actual	FY 2023-24 Budget	FY 2023-24 Projected	FY 2024-25 Budget	% Increase (Decrease)
Personnel Services					
Salaries and Wages	414,084	523,491	473,491	439,263	
Benefits	209,849	234,309	209,309	229,291	
<i>FY 2024-25 Personnel Requests</i>				<i>66,202</i>	
Total Personnel	623,933	757,800	682,800	734,756	-3.0%
Operating					
Administrative and Official	-	8,000	8,000	3,000	
Gas and Oil	30,967	35,000	35,000	35,000	
Professional Development	11,452	9,000	9,000	4,000	
Professional Services	2,064	4,000	4,000	4,000	
Rentals	2,921	9,000	9,000	9,000	
Repairs and Maintenance	119,019	291,700	291,700	296,700	
Supplies and Equipment	24,299	19,000	19,000	29,100	
Utilities	9,485	16,900	16,900	11,800	
<i>FY 2024-25 On-Going Operating Requests</i>				<i>36,650</i>	
Total Operating	200,207	392,600	392,600	429,250	9.3%
One-Time Operating	-	-	-	-	
<i>FY 2024-25 One-Time Operating Requests</i>				<i>-</i>	<i>0.0%</i>
Capital	84,372	790,000	180,215	609,785	
<i>FY 2024-25 Capital Requests</i>				<i>275,000</i>	<i>-65.2%</i>
Contingency	-	60,000	-	60,000	
Transfers	200,000	200,000	200,000	200,000	
Total Expenditures by Category	\$ 1,108,512	\$ 2,200,400	\$ 1,455,615	\$ 2,308,791	4.9%



Public Works - Streets Supplemental Budget Requests

Type	Description	FY 2024-25 Budget Request
On-Going Operating	Street Sweeping (Quarterly)	20,000
On-Going Operating	Tree Removal Services	11,000
On-Going Operating	Inflation Increase - Fuel and Utilities	5,000
Operating Capital	Dump-Plow Truck (F-550)	150,000
Operating Capital	Asphalt Patching Equipment	75,000
Operating Capital	Heavy Duty Equipment Trailer	50,000
Personnel	Streets Maintenance Worker (Non-CDL)	66,202
On-Going Operating		650
Total Supplemental Budget Requests		\$ 377,852

Public Works - Streets Authorized FTEs

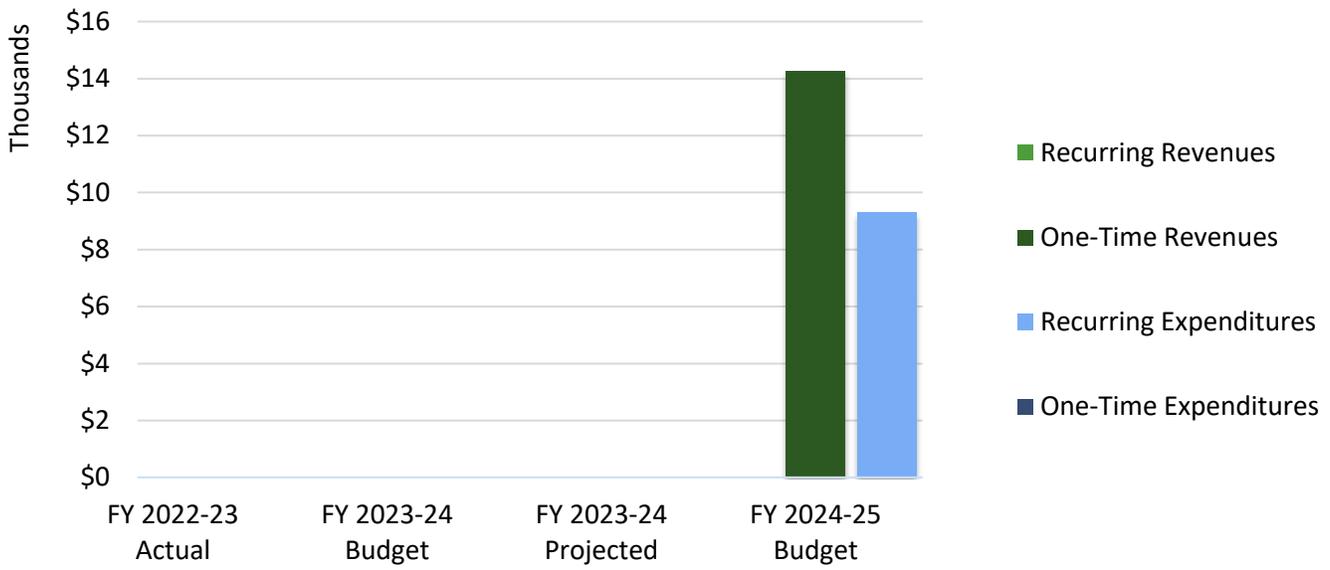
Position	FY 2022-23 Actual	FY 2023-24 Budget	FY 2023-24 Projected	FY 2024-25 Budget	Increase (Decrease)
Streets Superintendent	1.00	1.00	-	-	(1.00)
Streets Manager	-	-	1.00	1.00	1.00
Streets Foreman	1.00	1.00	1.00	1.00	-
Public Works Inspector	1.00	1.00	1.00	-	(1.00)
Streets Maintenance Worker, Senior	2.00	2.00	2.00	2.00	-
Streets Maintenance Worker	4.00	4.00	3.00	3.00	(1.00)
Streets Maintenance Worker (Non-CDL)	-	-	-	2.00	2.00
Total Authorized FTEs	9.00	9.00	8.00	9.00	-



OTHER SPECIAL REVENUE FUNDS



Cemetery Fund



Cemetery Fund Operating Results					
Net Change	FY 2022-23 Actual	FY 2023-24 Budget	FY 2023-24 Projected	FY 2024-25 Budget	% Increase (Decrease)
Recurring					
Revenues	-	-	-	-	
Expenditures	-	-	-	9,300	
Net Change - Recurring	-	-	-	(9,300)	100.0%
One-Time					
Revenues	-	-	-	14,250	
Expenditures	-	-	-	-	
Net Change - One-Time	-	-	-	14,250	100.0%
Total Net Change	\$ -	\$ -	\$ -	\$ 4,950	100.0%
Beginning Fund Balance	-	-	-	120,000	
Ending Fund Balance	\$ -	\$ -	\$ 120,000	\$ 124,950	

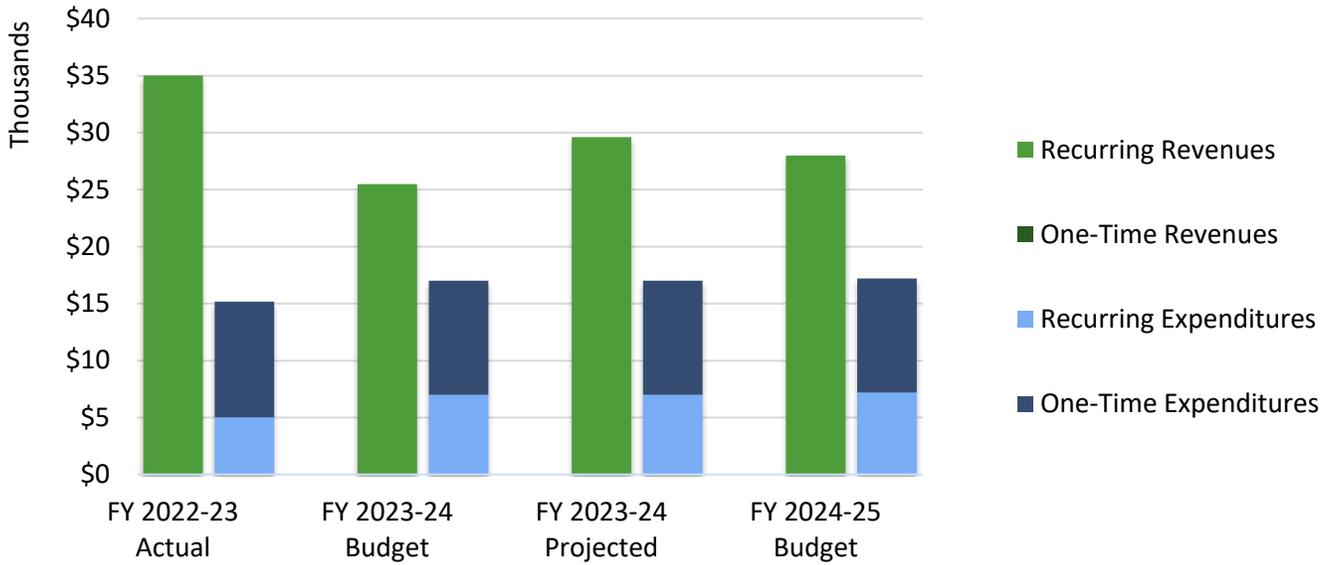


Cemetery Fund Summary					
Expenditures by Category	FY 2022-23 Actual	FY 2023-24 Budget	FY 2023-24 Projected	FY 2024-25 Budget	% Increase (Decrease)
Operating					
<i>FY 2024-25 On-Going Operating Requests</i>				9,300	
Total Operating	-	-	-	9,300	100.0%
One-Time Operating					
<i>FY 2024-25 One-Time Operating Requests</i>				-	0.0%
Capital					
<i>FY 2024-25 Capital Requests</i>				-	0.0%
Total Expenditures by Category	\$ -	\$ -	\$ -	\$ 9,300	100.0%

Cemetery Supplemental Budget Requests		
Type	Description	FY 2024-25 Budget Request
On-Going Operating	Cemetery Maintenance	9,300
Total Supplemental Budget Requests		\$ 9,300



Court Fund



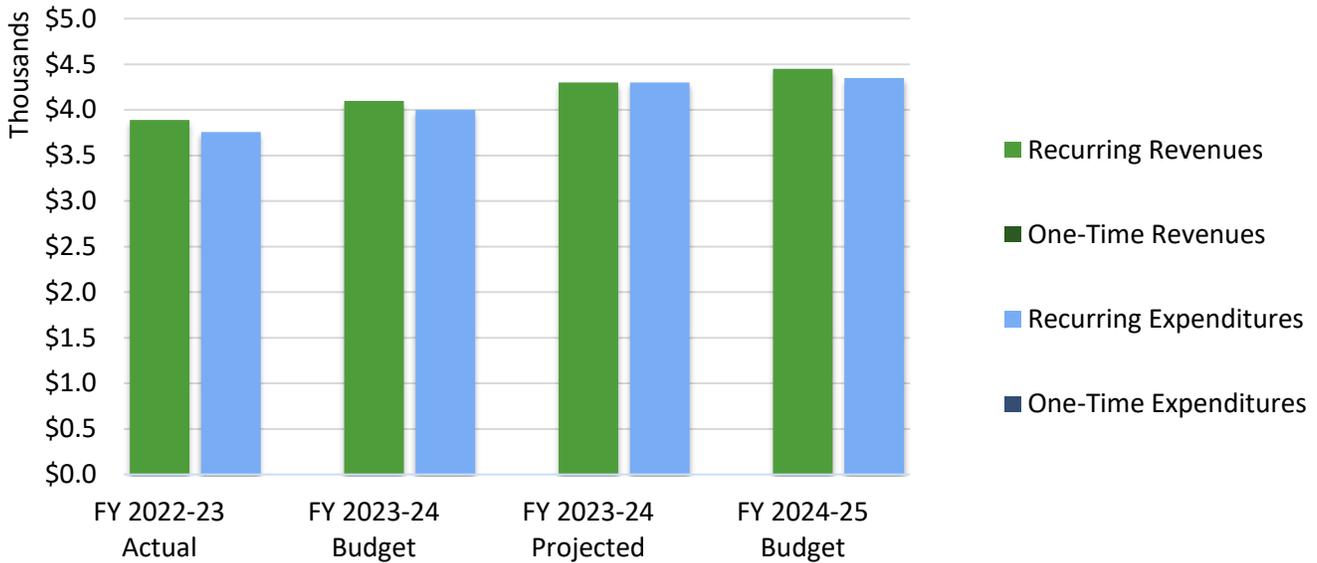
Court Fund Operating Results					
Net Change	FY 2022-23 Actual	FY 2023-24 Budget	FY 2023-24 Projected	FY 2024-25 Budget	% Increase (Decrease)
Recurring					
Revenues	35,019	25,500	29,622	28,000	
Expenditures	5,036	7,000	7,000	7,200	
Net Change - Recurring	29,983	18,500	22,622	20,800	12.4%
One-Time					
Expenditures	10,138	10,000	10,000	10,000	
Net Change - One-Time	(10,138)	(10,000)	(10,000)	(10,000)	0.0%
Total Net Change	\$ 19,845	\$ 8,500	\$ 12,622	\$ 10,800	27.1%
Beginning Fund Balance	98,092	116,292	117,937	130,559	
Ending Fund Balance	\$ 117,937	\$ 124,792	\$ 130,559	\$ 141,359	



Court Fund Summary					
Expenditures by Category	FY 2022-23 Actual	FY 2023-24 Budget	FY 2023-24 Projected	FY 2024-25 Budget	% Increase (Decrease)
Operating					
Special Programming	5,036	7,000	7,000	7,200	
<i>FY 2024-25 On-Going Operating Requests</i>				-	
Total Operating	5,036	7,000	7,000	7,200	2.9%
One-Time Operating	-	-	-	-	
<i>FY 2024-25 One-Time Operating Requests</i>				-	0.0%
Capital	10,138	10,000	10,000	10,000	
<i>FY 2024-25 Capital Requests</i>				-	0.0%
Total Expenditures by Category	\$ 15,174	\$ 17,000	\$ 17,000	\$ 17,200	1.2%



CVSLID Fund



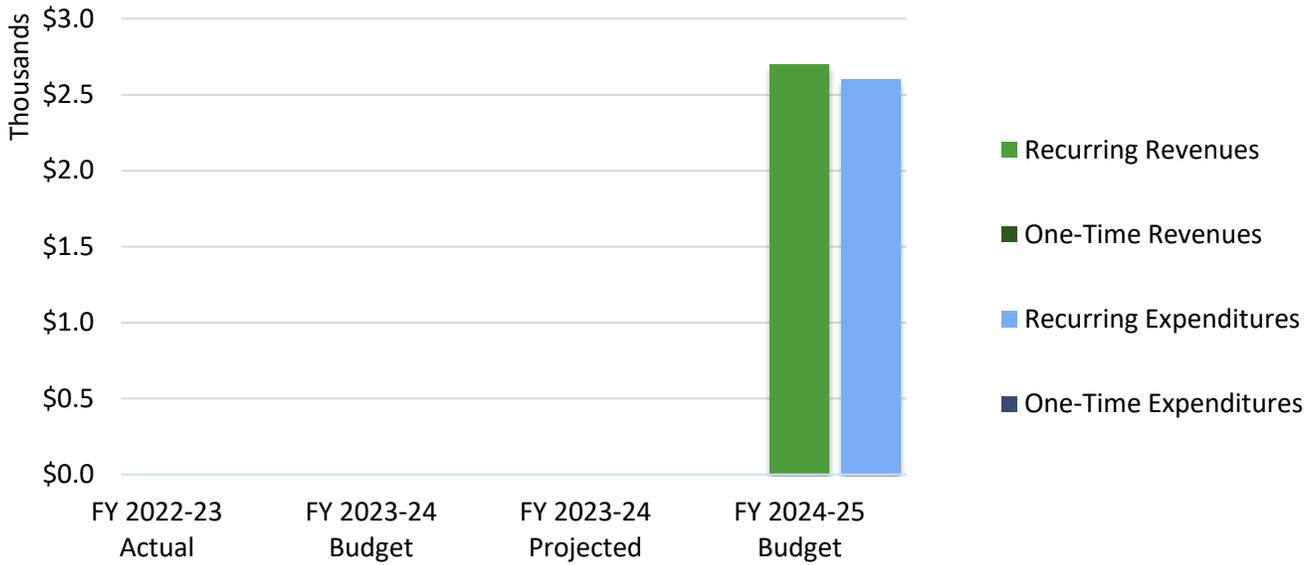
CVSLID Operating Results					
Net Change	FY 2022-23 Actual	FY 2023-24 Budget	FY 2023-24 Projected	FY 2024-25 Budget	% Increase (Decrease)
Recurring					
Revenues	3,891	4,100	4,300	4,450	
Expenditures	3,756	4,000	4,300	4,350	
Net Change - Recurring	135	100	-	100	0.0%
One-Time					
Revenues	-	-	-	-	
Expenditures	-	-	-	-	
Net Change - One-Time	-	-	-	-	0.0%
Total Net Change	\$ 135	\$ 100	\$ -	\$ 100	0.0%
Beginning Fund Balance	833	933	968	968	
Ending Fund Balance	\$ 968	\$ 1,033	\$ 968	\$ 1,068	



CVSLID Fund Summary					
Expenditures by Category	FY 2022-23 Actual	FY 2023-24 Budget	FY 2023-24 Projected	FY 2024-25 Budget	% Increase (Decrease)
Operating					
Utilities	3,756	4,000	4,300	4,350	
<i>FY 2024-25 On-Going Operating Requests</i>				-	
Total Operating	3,756	4,000	4,300	4,350	8.8%
One-Time Operating	-	-	-	-	
<i>FY 2024-25 One-Time Operating Requests</i>				-	0.0%
Capital	-	-	-	-	
<i>FY 2024-25 Capital Requests</i>				-	0.0%
Total Expenditures by Category	\$ 3,756	\$ 4,000	\$ 4,300	\$ 4,350	8.8%



Del Sol MID Fund



Del Sol MID Operating Results					
Net Change	FY 2022-23 Actual	FY 2023-24 Budget	FY 2023-24 Projected	FY 2024-25 Budget	% Increase (Decrease)
Recurring					
Revenues	-	-	-	2,700	
Expenditures	-	-	-	2,600	
Net Change - Recurring	-	-	-	100	100.0%
One-Time					
Revenues	-	-	-	-	
Expenditures	-	-	-	-	
Net Change - One-Time	-	-	-	-	0.0%
Total Net Change	\$ -	\$ -	\$ -	\$ 100	100.0%
Beginning Fund Balance	-	-	-	-	
Ending Fund Balance	\$ -	\$ -	\$ -	\$ 100	

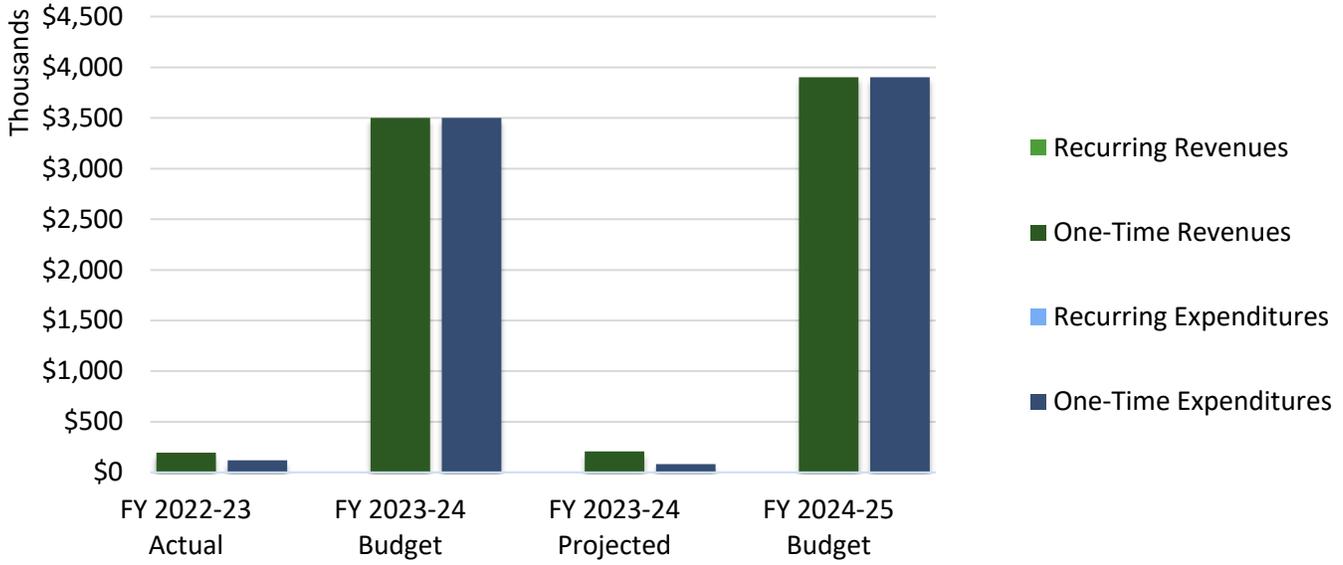


Del Sol MID Fund Summary

Expenditures by Category	FY 2022-23 Actual	FY 2023-24 Budget	FY 2023-24 Projected	FY 2024-25 Budget	% Increase (Decrease)
Operating					
Landscape Maintenance	-	-	-	2,600	
<i>FY 2024-25 On-Going Operating Requests</i>				-	
Total Operating	-	-	-	2,600	100.0%
One-Time Operating					
<i>FY 2024-25 One-Time Operating Requests</i>				-	0.0%
Capital					
<i>FY 2024-25 Capital Requests</i>				-	0.0%
Total Expenditures by Category	\$ -	\$ -	\$ -	\$ 2,600	100.0%



Grant Fund



Grant Fund Operating Results					
Net Change	FY 2022-23 Actual	FY 2023-24 Budget	FY 2023-24 Projected	FY 2024-25 Budget	% Increase (Decrease)
Recurring					
Revenues	-	-	-	-	
Expenditures	-	-	-	-	
Net Change - Recurring	-	-	-	-	0.0%
One-Time					
Revenues	195,677	3,500,000	205,462	3,903,816	
Expenditures	119,229	3,500,000	82,431	3,903,816	
Net Change - One-Time	76,448	-	123,031	-	0.0%
Total Net Change	\$ 76,448	\$ -	\$ 123,031	\$ -	0.0%
Beginning Fund Balance	192,478	192,478	268,926	391,957	
Ending Fund Balance	\$ 268,926	\$ 192,478	\$ 391,957	\$ 391,957	



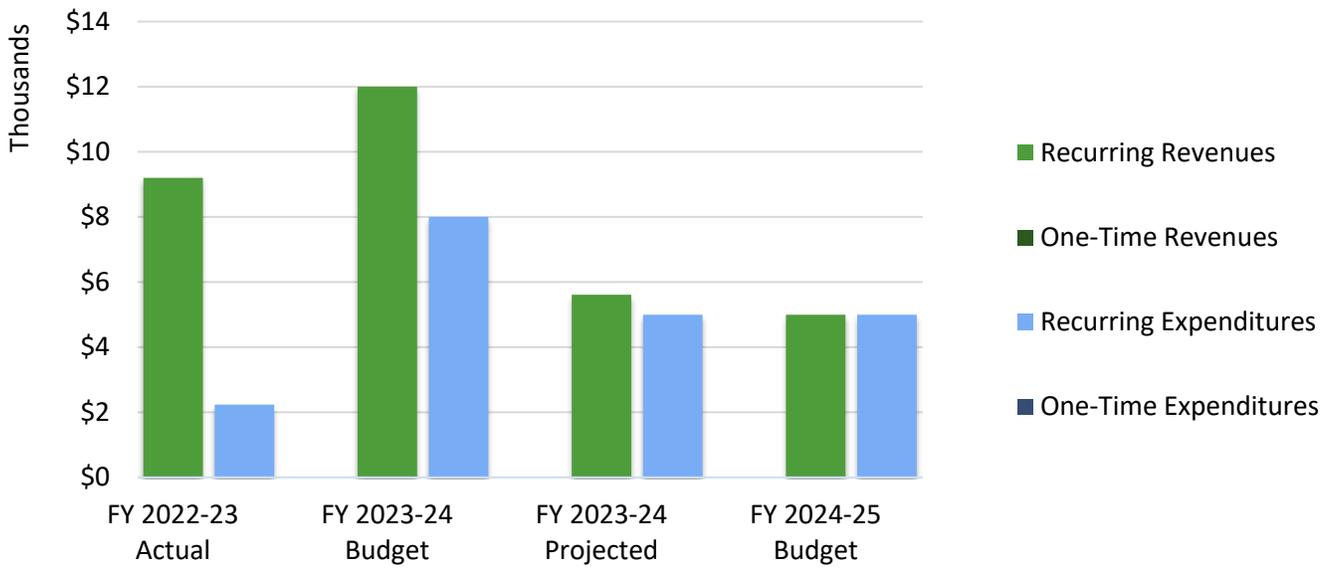
FY 2024-25 Rollovers

- **Capital:**
 - CDBG Grant – Senior Center Kitchen Remodel – \$403,816

Grant Fund Summary					
Expenditures by Category	FY 2022-23 Actual	FY 2023-24 Budget	FY 2023-24 Projected	FY 2024-25 Budget	% Increase (Decrease)
Personnel Services					
Salaries and Wages	-	500,000	-	500,000	
Benefits	-	-	-	-	
<i>FY 2024-25 Personnel Requests</i>				-	
Total Personnel	-	500,000	-	500,000	0.0%
Operating					
Various	-	-	-	-	
<i>FY 2024-25 On-Going Operating Requests</i>				-	
Total Operating	-	-	-	-	0.0%
One-Time Operating	119,229	1,000,000	82,431	1,000,000	
<i>FY 2024-25 One-Time Operating Requests</i>				-	0.0%
Capital	-	2,000,000	-	2,403,816	
<i>FY 2024-25 Capital Requests</i>				-	20.2%
Total Expenditures by Category	\$ 119,229	\$ 3,500,000	\$ 82,431	\$ 3,903,816	11.5%



Police - Impoundment Fund



Police - Impoundment Fund Operating Results					
Net Change	FY 2022-23 Actual	FY 2023-24 Budget	FY 2023-24 Projected	FY 2024-25 Budget	% Increase (Decrease)
Recurring					
Revenues	9,200	12,000	5,610	5,000	
Expenditures	2,240	8,000	5,000	5,000	
Net Change - Recurring	6,960	4,000	610	-	-100.0%
One-Time					
Revenues	-	-	-	-	
Expenditures	-	-	-	-	
Net Change - One-Time	-	-	-	-	0.0%
Total Net Change	\$ 6,960	\$ 4,000	\$ 610	\$ -	-100.0%
Beginning Fund Balance	72,404	76,204	79,364	79,974	
Ending Fund Balance	\$ 79,364	\$ 80,204	\$ 79,974	\$ 79,974	

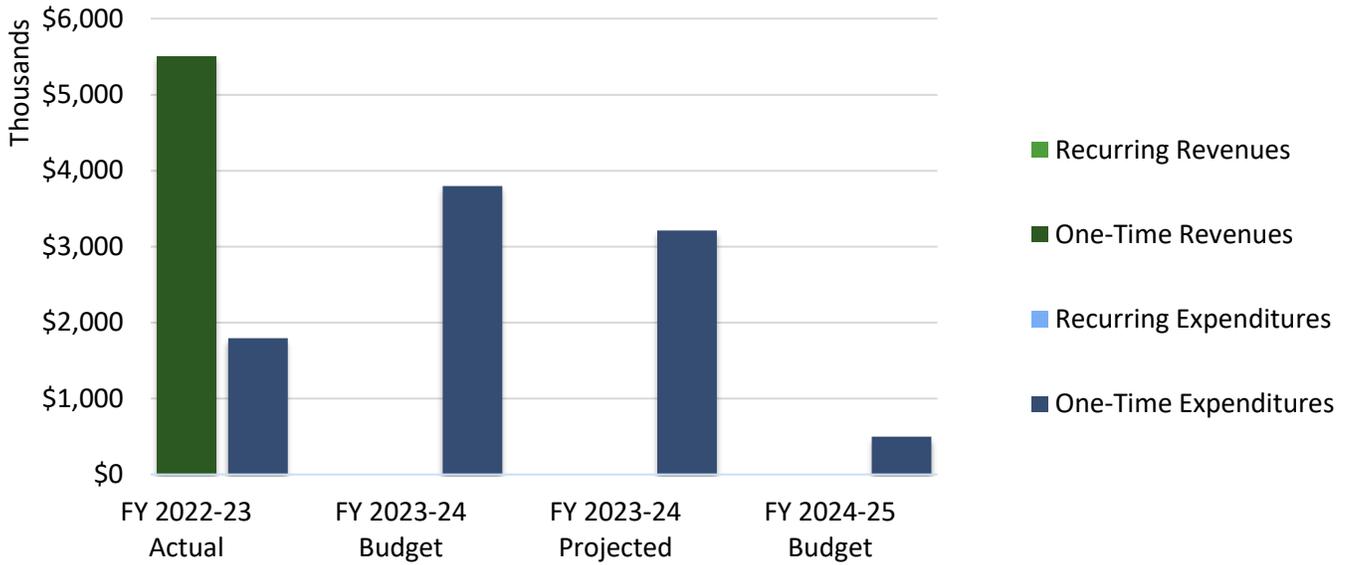


Special Revenue Fund – Police - Impoundment Fund

Police - Impoundment Fund Summary					
Expenditures by Category	FY 2022-23 Actual	FY 2023-24 Budget	FY 2023-24 Projected	FY 2024-25 Budget	% Increase (Decrease)
Operating					
Special Programming	2,240	8,000	5,000	5,000	
<i>FY 2024-25 On-Going Operating Requests</i>				-	
Total Operating	2,240	8,000	5,000	5,000	-37.5%
One-Time Operating	-	-	-	-	
<i>FY 2024-25 One-Time Operating Requests</i>				-	0.0%
Capital	-	-	-	-	
<i>FY 2024-25 Capital Requests</i>				-	0.0%
Total Expenditures by Category	\$ 2,240	\$ 8,000	\$ 5,000	\$ 5,000	-37.5%



SLFRF Fund



SLFRF Fund Operating Results

Net Change	FY 2022-23 Actual	FY 2023-24 Budget	FY 2023-24 Projected	FY 2024-25 Budget	% Increase (Decrease)
Recurring Revenues	-	-	-	-	
Recurring Expenditures	-	-	-	-	
Net Change - Recurring	-	-	-	-	0.0%
One-Time Revenues	5,506,396	-	-	-	
One-Time Expenditures	1,793,598	3,800,000	3,212,798	500,000	
Net Change - One-Time	3,712,798	(3,800,000)	(3,212,798)	(500,000)	-86.8%
Total Net Change	\$ 3,712,798	\$ (3,800,000)	\$ (3,212,798)	\$ (500,000)	-86.8%
Beginning Fund Balance	-	3,800,000	3,712,798	500,000	
Ending Fund Balance	<u>\$ 3,712,798</u>	<u>\$ -</u>	<u>\$ 500,000</u>	<u>\$ -</u>	



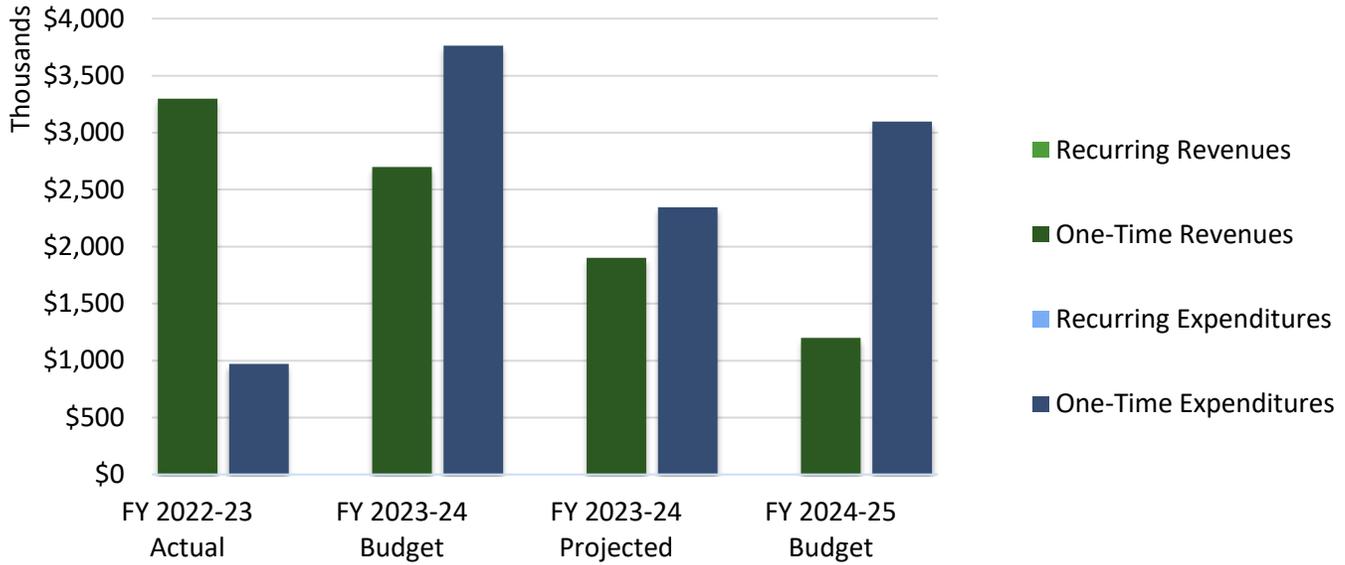
FY 2024-25 Rollovers

- **Capital:**
 - Perkinsville Phase I – Water and Sewer – \$500,000

SLFRF Fund Summary					
Expenditures by Category	FY 2022-23 Actual	FY 2023-24 Budget	FY 2023-24 Projected	FY 2024-25 Budget	% Increase (Decrease)
Operating					
Special Programming	-	-	-	-	
<i>FY 2024-25 On-Going Operating Requests</i>				-	
Total Operating	-	-	-	-	0.0%
One-Time Operating	-	-	-	-	
<i>FY 2024-25 One-Time Operating Requests</i>				-	0.0%
Capital	1,793,598	3,800,000	3,212,798	500,000	
<i>FY 2024-25 Capital Requests</i>					-86.8%
Total Expenditures by Category	\$ 1,793,598	\$ 3,800,000	\$ 3,212,798	\$ 500,000	-86.8%



Streets Capital Improvement Fund



Streets Capital Improvement Fund Operating Results

Net Change	FY 2022-23 Actual	FY 2023-24 Budget	FY 2023-24 Projected	FY 2024-25 Budget	% Increase (Decrease)
Recurring					
Revenues	-	-	-	-	
Expenditures	-	-	-	-	
Net Change - Recurring	-	-	-	-	0.0%
One-Time					
Revenues	3,300,000	2,700,000	1,901,198	1,200,000	
Expenditures	971,570	3,764,735	2,343,853	3,099,206	
Net Change - One-Time	2,328,430	(1,064,735)	(442,655)	(1,899,206)	78.4%
Total Net Change	\$ 2,328,430	\$ (1,064,735)	\$ (442,655)	\$ (1,899,206)	78.4%
Beginning Fund Balance	510,641	3,280,249	2,839,071	2,396,416	
Ending Fund Balance	\$ 2,839,071	\$ 2,215,514	\$ 2,396,416	\$ 497,210	



FY 2024-25 Rollovers

- **Capital:**
 - N Road 1 East – \$1,612,079
 - N Reed Road Engineering - \$27,127

Streets Capital Improvement Fund Summary

Expenditures by Category	FY 2022-23 Actual	FY 2023-24 Budget	FY 2023-24 Projected	FY 2024-25 Budget	% Increase (Decrease)
Operating					
Special Programming	-	-	-	-	
<i>FY 2024-25 On-Going Operating Requests</i>				-	
Total Operating	-	-	-	-	0.0%
One-Time Operating					
<i>FY 2024-25 One-Time Operating Requests</i>				-	0.0%
Capital	971,570	3,764,735	2,343,853	1,639,206	
<i>FY 2024-25 Capital Requests</i>				1,460,000	-17.7%
Total Expenditures by Category	\$ 971,570	\$ 3,764,735	\$ 2,343,853	\$ 3,099,206	-17.7%

Streets Capital Improvement Fund Supplemental Budget Requests

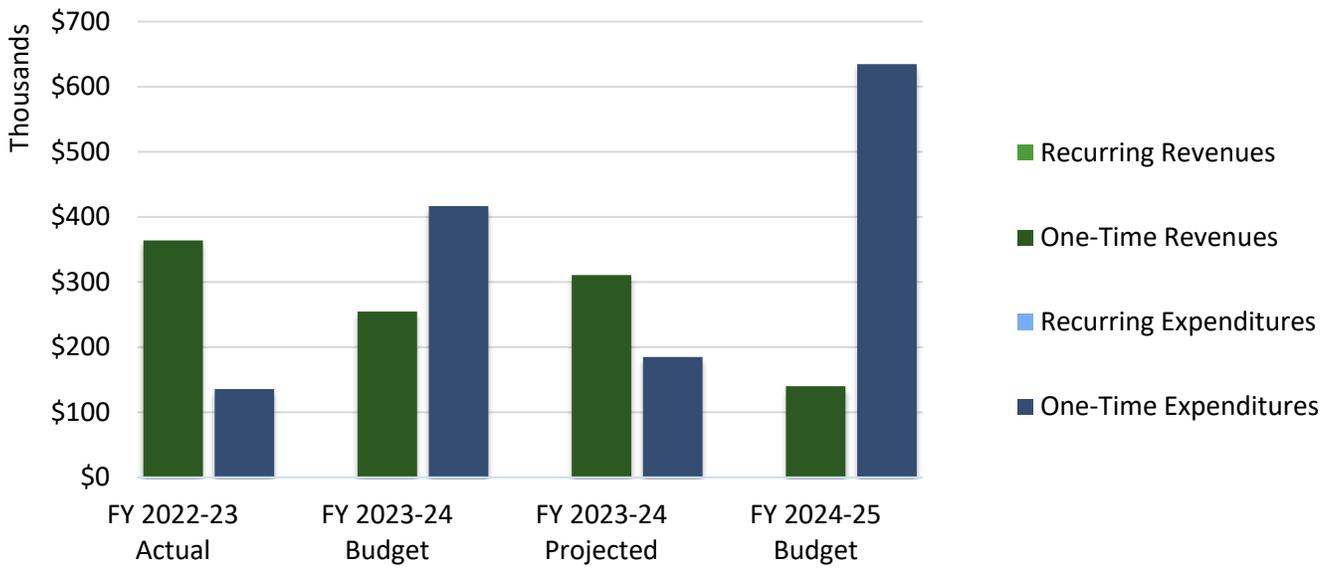
Type	Description	FY 2024-25 Budget Request
Capital	N Reed Road Reconstruction	1,010,000
Capital	Outer Loop Rd Preservation Treatment	450,000
Total Supplemental Budget Requests		\$ 1,460,000



CAPITAL PROJECT FUNDS



Capital Asset Replacement Fund



Capital Asset Replacement Fund Operating Results

Net Change	FY 2022-23 Actual	FY 2023-24 Budget	FY 2023-24 Projected	FY 2024-25 Budget	% Increase (Decrease)
Recurring					
Revenues	-	-	-	-	
Expenditures	-	-	-	-	
Net Change - Recurring	-	-	-	-	0.0%
One-Time					
Revenues	364,297	255,000	310,768	140,000	
Expenditures	135,837	417,000	185,024	634,976	
Net Change - One-Time	228,460	(162,000)	125,744	(494,976)	205.5%
Total Net Change	\$ 228,460	\$ (162,000)	\$ 125,744	\$ (494,976)	205.5%
Beginning Fund Balance	460,691	625,391	689,151	814,895	
Ending Fund Balance	\$ 689,151	\$ 463,391	\$ 814,895	\$ 319,919	



FY 2024-25 Rollovers

- **Capital:**
 - Telescopic Boom Lift – \$108,764
 - Police Vehicle Upfitting – \$53,212
 - Admin Vehicle – \$35,000
 - Transit Van – \$35,000

Capital Asset Replacement Fund Summary

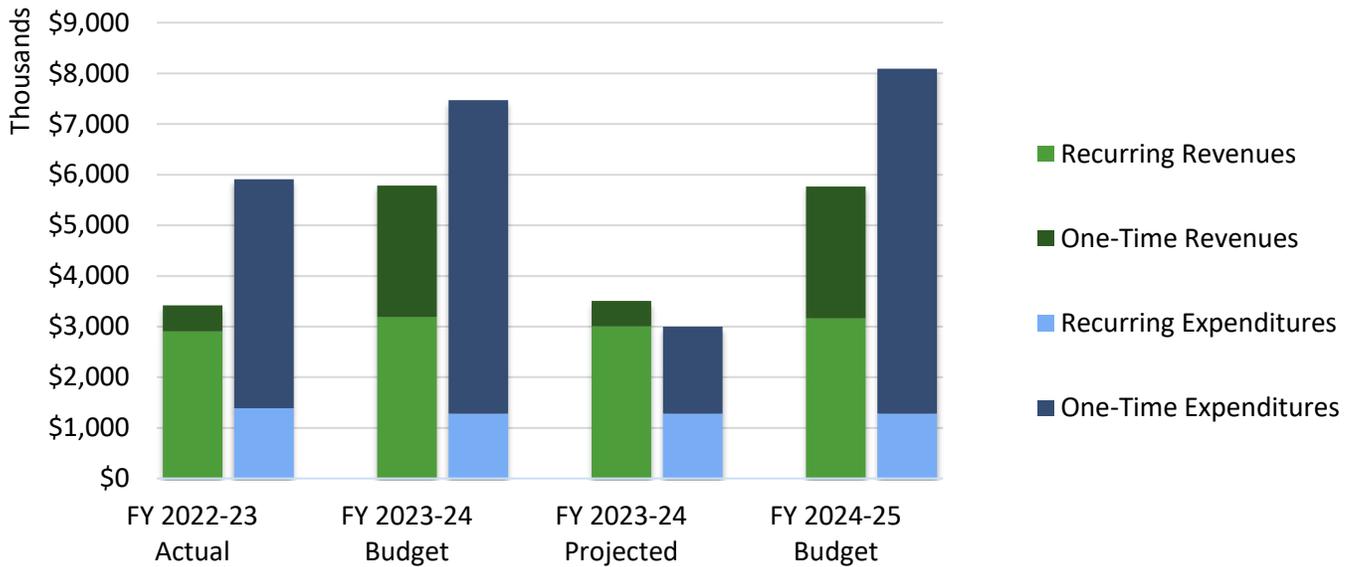
Expenditures by Category	FY 2022-23 Actual	FY 2023-24 Budget	FY 2023-24 Projected	FY 2024-25 Budget	% Increase (Decrease)
Operating					
Special Programming	-	-	-	-	
<i>FY 2024-25 On-Going Operating Requests</i>				-	
Total Operating	-	-	-	-	0.0%
One-Time Operating					
<i>FY 2024-25 One-Time Operating Requests</i>				-	0.0%
Capital	135,837	417,000	185,024	231,976	
<i>FY 2024-25 Capital Requests</i>				403,000	52.3%
Total Expenditures by Category	\$ 135,837	\$ 417,000	\$ 185,024	\$ 634,976	52.3%

Capital Asset Replacement Fund Supplemental Budget Requests

Type	Description	FY 2024-25 Budget Request
Operating Capital	K9 Replacement for Unit 28	100,000
Operating Capital	Unmarked SUV Replacement for Unit 32	81,000
Operating Capital	Unmarked SUV Replacement for Unit 07	81,000
Operating Capital	Unmarked SUV Replacement for Unit 14	81,000
Operating Capital	Unmarked SUV Replacement (no upfitting needed)	60,000
Total Supplemental Budget Requests		\$ 403,000



General Capital Improvement Fund



General Capital Improvement Fund Operating Results					
Net Change	FY 2022-23 Actual	FY 2023-24 Budget	FY 2023-24 Projected	FY 2024-25 Budget	% Increase (Decrease)
Recurring					
Revenues	2,903,013	3,187,000	3,005,550	3,165,300	
Expenditures	1,384,500	1,278,000	1,278,000	1,281,479	
Net Change - Recurring	1,518,513	1,909,000	1,727,550	1,883,821	-1.3%
One-Time					
Revenues	516,384	2,600,000	500,000	2,600,000	
Expenditures	4,526,051	6,197,000	1,718,931	6,814,455	
Net Change - One-Time	(4,009,667)	(3,597,000)	(1,218,931)	(4,214,455)	17.2%
Total Net Change	\$ (2,491,154)	\$ (1,688,000)	\$ 508,619	\$ (2,330,634)	38.1%
Beginning Fund Balance	4,970,042	2,430,112	2,478,888	2,987,507	
Ending Fund Balance	<u>\$ 2,478,888</u>	<u>\$ 742,112</u>	<u>\$ 2,987,507</u>	<u>\$ 656,873</u>	



Capital Project Fund – General Capital Improvement Fund

FY 2024-25 Rollovers

- **One-Time Operating:**
 - Water Rights Purchase Credits – \$575,000
 - Recreational Amenities Review/Design – \$125,000
 - Integrated Water Master Plan – \$351,437
 - Ext Water Credits – \$100,000
 - Re-permitting WRF at Old Home Manor - \$150,000
 - Old Home Manor USF Permit – \$67,568
 - Impact Fee Study - \$60,000

- **Capital:**
 - Remodel Old Police Building – \$600,000
 - Town Hall Improvements – \$140,450
 - Parks Maintenance Building – \$100,000

General Capital Improvement Fund Summary

Expenditures by Category	FY 2022-23 Actual	FY 2023-24 Budget	FY 2023-24 Projected	FY 2024-25 Budget	% Increase (Decrease)
Operating					
Special Programming	-	-	-	-	
<i>FY 2024-25 On-Going Operating Requests</i>				-	
Total Operating	-	-	-	-	0.0%
One-Time Operating	379,635	1,625,000	173,233	1,429,005	
<i>FY 2024-25 One-Time Operating Requests</i>				-	-100.0%
Capital	3,706,816	3,672,000	645,698	840,450	
<i>FY 2024-25 Capital Requests</i>				2,925,000	2.5%
Transfers	1,824,100	2,178,000	2,178,000	2,901,479	
Total Expenditures by Category	\$ 5,910,551	\$ 7,475,000	\$ 2,996,931	\$ 8,095,934	8.3%

General Capital Improvement Fund Supplemental Budget Requests

Type	Description	FY 2024-25 Budget Request
Capital	Miscellaneous Capital Projects*	2,000,000
Capital	Land Purchase - Del Rio Springs	285,000
Capital	Pickleball Courts*	500,000
Capital	Yavapai County Drainage Projects	140,000
Total Supplemental Budget Requests		\$ 2,925,000

*These projects will only move forward if funding through a grant or other dedicated revenue stream is identified.

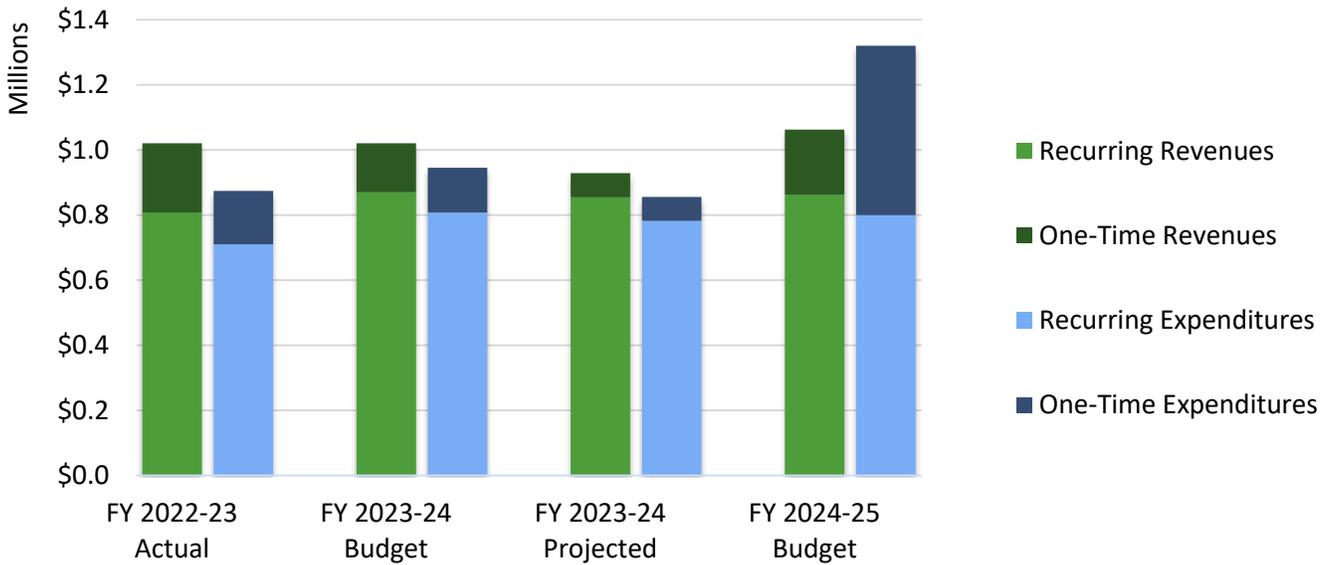


ENTERPRISE FUNDS



Enterprise Funds

Water Enterprise Fund

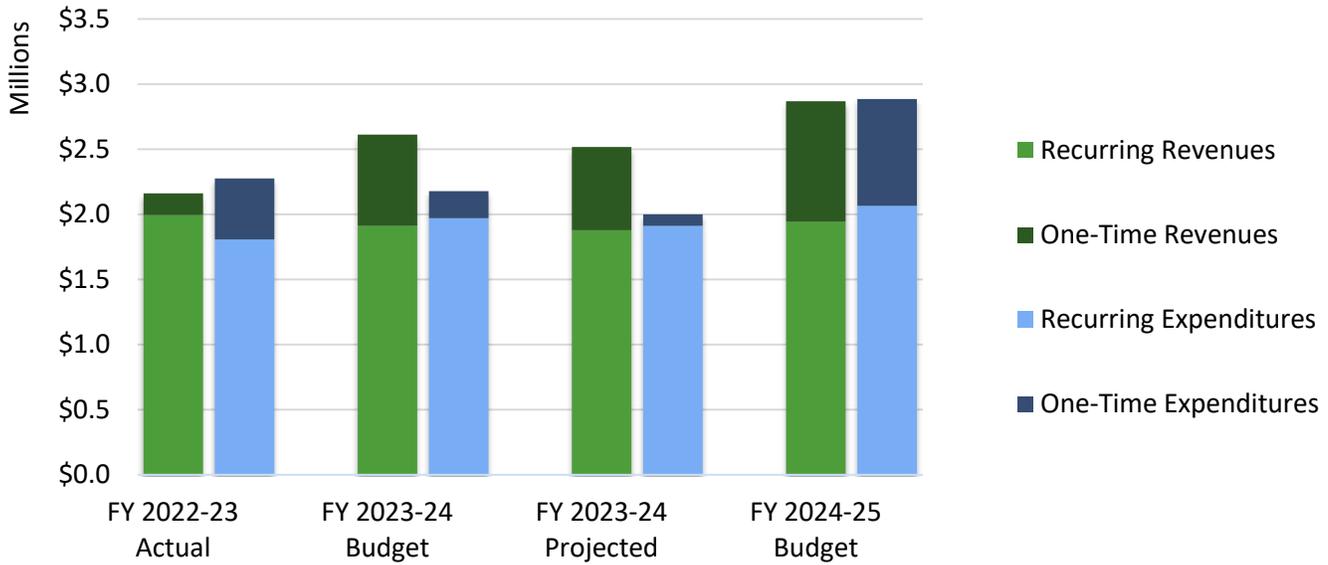


Water Enterprise Operating Results

Net Change	FY 2022-23 Actual	FY 2023-24 Budget	FY 2023-24 Projected	FY 2024-25 Budget	% Increase (Decrease)
Recurring					
Revenues	808,118	871,000	854,500	863,000	
Expenditures	710,695	808,000	783,000	800,610	
Net Change - Recurring	97,423	63,000	71,500	62,390	-1.0%
One-Time					
Revenues	212,503	150,000	75,000	200,000	
Expenditures	163,552	137,500	73,066	519,434	
Net Change - One-Time	48,951	12,500	1,934	(319,434)	-2655.5%
Total Net Change	\$ 146,374	\$ 75,500	\$ 73,434	\$ (257,044)	-440.5%
Beginning Fund Balance	6,133,915	4,906,364	6,280,289	6,353,723	
Ending Fund Balance	\$ 6,280,289	\$ 4,981,864	\$ 6,353,723	\$ 6,096,679	



Wastewater Enterprise Fund



Wastewater Enterprise Operating Results

Net Change	FY 2022-23 Actual	FY 2023-24 Budget	FY 2023-24 Projected	FY 2024-25 Budget	% Increase (Decrease)
Recurring					
Revenues	1,995,878	1,914,000	1,878,881	1,944,840	
Expenditures	1,808,473	1,972,600	1,912,600	2,067,640	
Net Change - Recurring	187,405	(58,600)	(33,719)	(122,800)	109.6%
One-Time					
Revenues	165,667	700,000	640,000	925,000	
Expenditures	468,236	205,700	87,973	817,727	
Net Change - One-Time	(302,569)	494,300	552,027	107,273	-78.3%
Total Net Change	\$ (115,164)	\$ 435,700	\$ 518,308	\$ (15,527)	-103.6%
Beginning Fund Balance	6,841,605	7,291,360	6,726,441	7,244,749	
Ending Fund Balance	\$ 6,726,441	\$ 7,727,060	\$ 7,244,749	\$ 7,229,222	



Water System
Maintenance



Water System
Administration



Water System
Operations

Public Works Department - Water

Mission

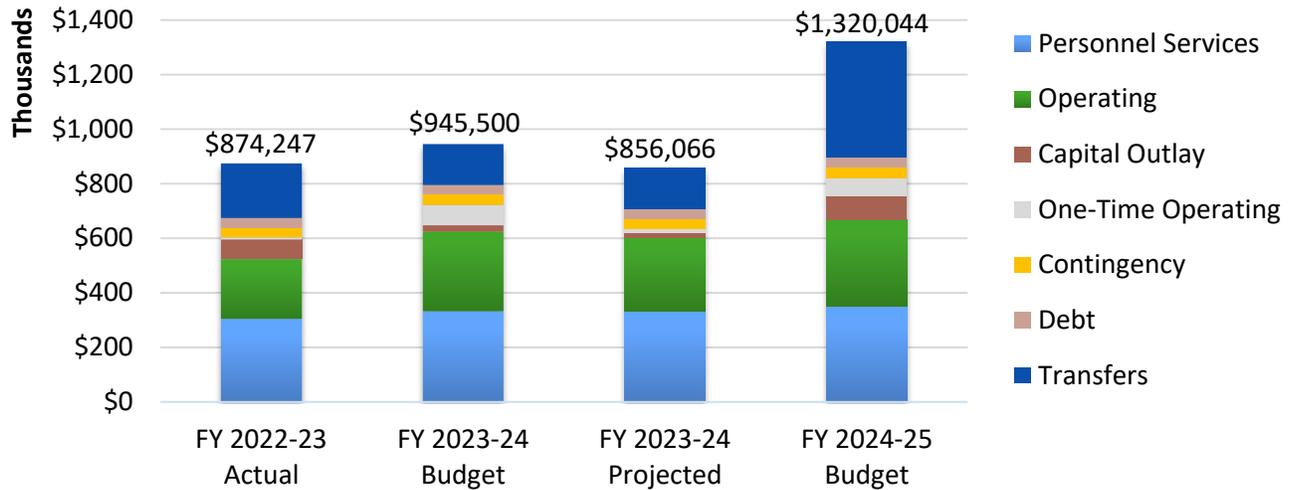
The Water Division and its employees are committed to delivering the highest quality water that meets or exceeds all federal and state requirements to every customer at fair and reasonable rates. We remain vigilant in meeting the challenges of protecting our sole water source that is the heart of our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

Program Descriptions



The Water Division is responsible for the day-to-day operations of public water in Chino Valley which includes customer service, administration, operations and maintenance, project planning and implementation, and policy development, while ensuring the Town of Chino Valley is compliant with State and Federal regulations. The Town has two water tanks 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 Town has 1,138 metered accounts for water service. The Town is responsible for maintaining the water supply and distribution system for its water customers. The Town operates 2 wells and has 22.8 miles of water mains. The Town is not the only provider of water in the community. Currently, 8 other water companies provide services to the citizens of Chino Valley.



FY 2024-25 Change Summary

- **Personnel** reflects an increase of 5.3% due to:
 - 4% COLA
 - 0-2% Merit
 - 1% increase in worker’s compensation rates
 - Slight increase in health insurance premiums
- **On-Going Operating** reflects an increase of 8.6% due to:
 - GIS Tracking/Surveying – \$25,000
- **One-Time Operating:**
 - None
- **Capital:**
 - Booster Pump Backup – \$40,000
 - Well Panel Relocation – \$25,000

FY 2024-25 Rollovers

- **One-Time Operating:**
 - Water Meters – \$26,707
 - Scada Radios – \$15,000
- **Capital:**
 - Driveway Rock – \$22,727



Public Works Department - Water Summary					
Expenditures by Category	FY 2022-23 Actual	FY 2023-24 Budget	FY 2023-24 Projected	FY 2024-25 Budget	% Increase (Decrease)
Personnel Services					
Salaries and Wages	206,328	235,731	235,731	243,005	
Benefits	97,894	96,169	96,169	106,334	
<i>FY 2024-25 Personnel Requests</i>				-	
Total Personnel	304,222	331,900	331,900	349,339	5.3%
Operating					
Administrative and Official	15,119	30,900	30,900	27,400	
Gas and Oil	12,124	9,000	9,000	9,000	
Professional Development	4,946	5,900	5,900	10,400	
Professional Services	25,943	26,000	26,000	27,000	
Rentals	308	1,000	1,000	1,000	
Repairs and Maintenance	66,894	114,000	89,000	108,000	
Supplies and Equipment	16,415	20,500	20,500	27,700	
Utilities	77,525	85,000	85,000	81,800	
<i>FY 2024-25 On-Going Operating Requests</i>				25,000	
Total Operating	219,273	292,300	267,300	317,300	8.6%
One-Time Operating	7,500	74,207	12,500	66,707	
<i>FY 2024-25 One-Time Operating Requests</i>				-	-100.0%
Capital	71,855	23,293	20,566	22,727	
<i>FY 2024-25 Capital Requests</i>				65,000	276.6%
Contingency	34,197	40,000	40,000	40,000	
Debt Service	37,200	33,800	33,800	33,971	
Transfers	200,000	150,000	150,000	425,000	
Total Expenditures by Category	\$ 874,247	\$ 945,500	\$ 856,066	\$ 1,320,044	39.6%



Public Works - Water Supplemental Budget Requests

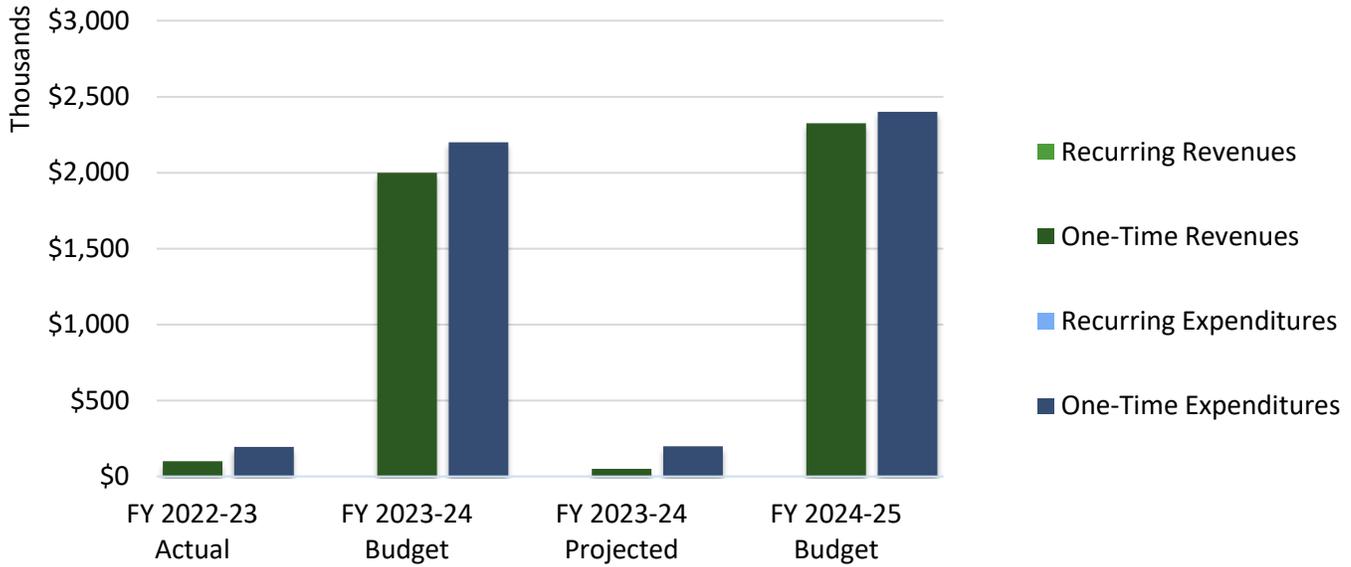
Type	Description	FY 2024-25 Budget Request
Operating Capital	Booster Pump Backup	40,000
Operating Capital	Well Panel Relocation	25,000
On-Going Operating	GIS Tracking/Surveying	25,000
Total Supplemental Budget Requests		\$ 90,000

Public Works - Water Authorized FTEs

Position	FY 2022-23 Actual	FY 2023-24 Budget	FY 2023-24 Projected	FY 2024-25 Budget	Increase (Decrease)
Utilities Manager	0.50	0.50	0.50	0.50	-
Utilities Operator	1.00	1.00	1.00	1.00	-
Utilities Maintenance Mechanic	1.00	1.00	1.00	1.00	-
Utilities Maintenance Tech., Senior	0.50	0.50	0.50	0.50	-
Utilities Maintenance Technician	0.50	0.50	0.50	0.50	-
Total Authorized FTEs	3.50	3.50	3.50	3.50	-



Water Capital Improvement Fund



Water Capital Improvement Fund Operating Results					
Net Change	FY 2022-23 Actual	FY 2023-24 Budget	FY 2023-24 Projected	FY 2024-25 Budget	% Increase (Decrease)
Recurring					
Revenues	-	-	-	-	
Expenditures	-	-	-	-	
Net Change - Recurring	-	-	-	-	0.0%
One-Time					
Revenues	100,000	2,000,000	50,000	2,325,000	
Expenditures	194,622	2,200,000	200,000	2,400,000	
Net Change - One-Time	(94,622)	(200,000)	(150,000)	(75,000)	-62.5%
Total Net Change	\$ (94,622)	\$ (200,000)	\$ (150,000)	\$ (75,000)	-62.5%
Beginning Fund Balance	332,749	221,757	238,127	88,127	
Ending Fund Balance	\$ 238,127	\$ 21,757	\$ 88,127	\$ 13,127	



Water Capital Improvement Fund Summary

Expenditures by Category	FY 2022-23 Actual	FY 2023-24 Budget	FY 2023-24 Projected	FY 2024-25 Budget	% Increase (Decrease)
Operating					
Special Programming	-	-	-	-	
<i>FY 2024-25 On-Going Operating Requests</i>				-	
Total Operating	-	-	-	-	0.0%
One-Time Operating					
<i>FY 2024-25 One-Time Operating Requests</i>				-	0.0%
Capital	194,622	2,200,000	200,000	-	
<i>FY 2024-25 Capital Requests</i>				2,400,000	9.1%
Total Expenditures by Category	\$ 194,622	\$ 2,200,000	\$ 200,000	\$ 2,400,000	9.1%

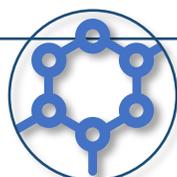
Water Capital Improvement Fund Supplemental Budget Requests

Type	Description	FY 2024-25 Budget Request
Capital	PFAS Remediation Plan (New Well/Pump/Reservoir)*	2,400,000
Total Supplemental Budget Requests		\$ 2,400,000

**This project will only move forward if funding through congressionally directed spending requests is approved.*



Wastewater System
Maintenance



Wastewater System
Administration



Wastewater System
Operations

Public Works Department - Wastewater

Mission

The Town of Chino Valley Wastewater Collection and Treatment facility (WWTP) is dedicated to 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.

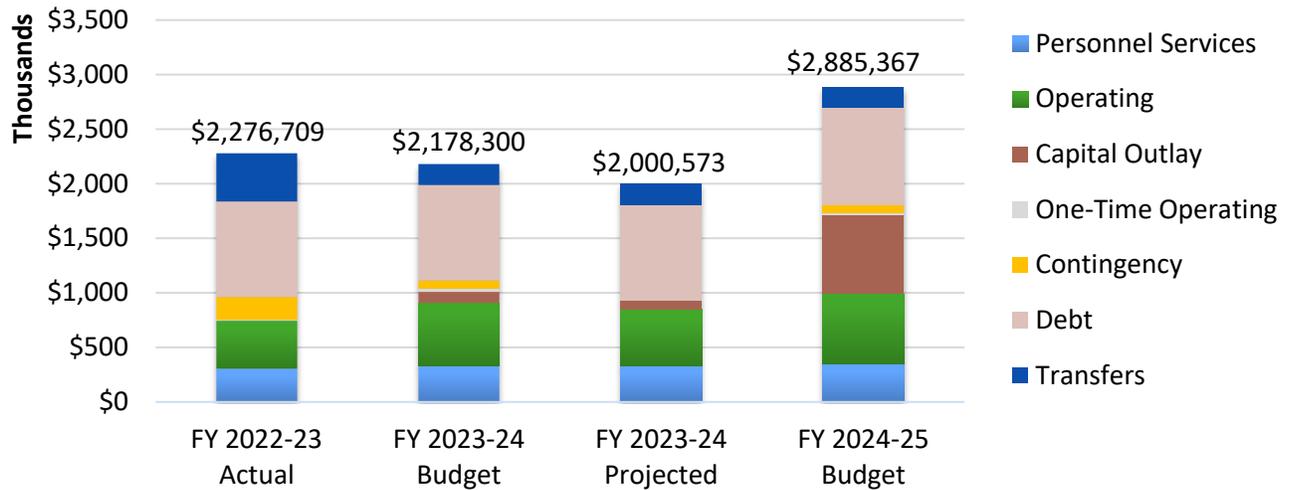
Program Descriptions

The Wastewater Division conducts utility location services, system flushing, and inspections and maintenance for the wastewater collection system and wastewater treatment plant. The Town took over the operation of the one half million gallon per day wastewater treatment plant on April 1, 2015.

The Town has 2,552 active wastewater accounts and maintains approximately 38 miles of wastewater collection lines to service those accounts. The current plant has the capacity to treat over 500,000 gallons of wastewater per day for recharge. The predominant area for sewer service is the Road 2 North corridor along with the Chino Meadows, Bright Star, and Highlands Ranch subdivisions.



Citizens Academy Tour of Wastewater Plant



FY 2024-25 Change Summary

- **Personnel** reflects an increase of 4.8% due to:
 - 4% COLA
 - 0-2% Merit
 - 1% increase in worker’s compensation rates
 - Slight increase in health insurance premiums
- **On-Going Operating** reflects an increase of 11.8% due to:
 - GIS Tracking/Surveying – \$25,000
 - Pretreatment Program – \$25,000
 - Inflation Increase - Utilities – \$17,600
- **One-Time Operating:**
 - None
- **Capital:**
 - Vactor Truck – \$625,000
 - Lift Station Crane/Pump Guide Rails – \$40,000
 - Flow Meters – \$20,000
 - NTU Meter – \$15,000

FY 2024-25 Rollovers

- **One-Time Operating:**
 - Surveillance Cameras – \$20,000
- **Capital:**
 - Driveway Rock – \$22,727



Public Works Department - Wastewater Summary					
Expenditures by Category	FY 2022-23 Actual	FY 2023-24 Budget	FY 2023-24 Projected	FY 2024-25 Budget	% Increase (Decrease)
Personnel Services					
Salaries and Wages	208,491	230,228	230,228	243,005	
Benefits	96,434	103,172	103,172	106,334	
<i>FY 2024-25 Personnel Requests</i>				-	
Total Personnel	304,925	333,400	333,400	349,339	4.8%
Operating					
Administrative and Official	36,630	64,000	44,000	46,500	
Gas and Oil	8,188	7,500	7,500	7,500	
Professional Development	6,069	5,000	5,000	10,000	
Professional Services	106,061	141,400	121,400	115,400	
Rentals	1,676	2,000	2,000	2,000	
Repairs and Maintenance	68,980	93,200	93,200	110,200	
Supplies and Equipment	57,705	111,900	91,900	133,000	
Utilities	153,440	147,300	147,300	147,700	
<i>FY 2024-25 On-Going Operating Requests</i>				67,600	
Total Operating	438,748	572,300	512,300	639,900	11.8%
One-Time Operating	7,500	27,500	7,500	20,000	
<i>FY 2024-25 One-Time Operating Requests</i>				-	-100.0%
Capital	-	103,200	80,473	22,727	
<i>FY 2024-25 Capital Requests</i>				700,000	578.3%
Contingency	210,736	75,000	-	75,000	
Debt Service	874,800	876,900	876,900	888,401	
Transfers	440,000	190,000	190,000	190,000	
Total Expenditures by Category	\$ 2,276,709	\$ 2,178,300	\$ 2,000,573	\$ 2,885,367	32.5%



Public Works - Wastewater Supplemental Budget Requests

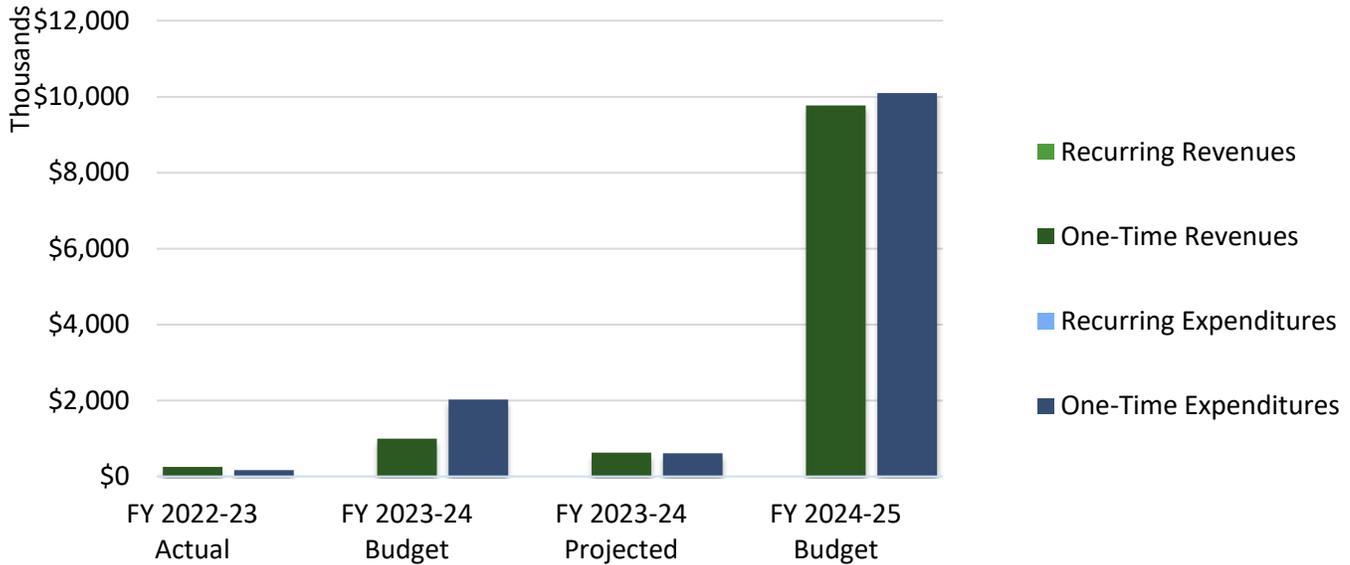
Type	Description	FY 2024-25 Budget Request
On-Going Operating	GIS Tracking/Surveying	25,000
On-Going Operating	Pretreatment Program	25,000
On-Going Operating	Inflation Increase - Utilities	17,600
Operating Capital	Vactor Truck	625,000
Operating Capital	Lift Station Crane/Pump Guide Rails	40,000
Operating Capital	Flow Meters	20,000
Operating Capital	NTU Meter	15,000
Total Supplemental Budget Requests		\$ 767,600

Public Works - Wastewater Authorized FTEs

Position	FY 2022-23 Actual	FY 2023-24 Budget	FY 2023-24 Projected	FY 2024-25 Budget	Increase (Decrease)
Utilities Manager	0.50	0.50	0.50	0.50	-
WWTP Operator	1.00	1.00	1.00	1.00	-
Utilities Maintenance Mechanic	1.00	1.00	1.00	1.00	-
Utilities Maintenance Tech., Senior	0.50	0.50	0.50	0.50	-
Utilities Maintenance Technician	0.50	0.50	0.50	0.50	-
Total Authorized FTEs	3.50	3.50	3.50	3.50	-



Wastewater Capital Improvement Fund



Wastewater Capital Improvement Fund Operating Results

Net Change	FY 2022-23 Actual	FY 2023-24 Budget	FY 2023-24 Projected	FY 2024-25 Budget	% Increase (Decrease)
Recurring					
Revenues	-	-	-	-	
Expenditures	-	-	-	-	
Net Change - Recurring	-	-	-	-	0.0%
One-Time					
Revenues	250,000	1,000,000	629,476	9,770,000	
Expenditures	167,339	2,023,265	609,059	10,095,245	
Net Change - One-Time	82,661	(1,023,265)	20,417	(325,245)	-68.2%
Total Net Change	\$ 82,661	\$ (1,023,265)	\$ 20,417	\$ (325,245)	-68.2%
Beginning Fund Balance	246,922	351,922	329,583	350,000	
Ending Fund Balance	<u>\$ 329,583</u>	<u>\$ (671,343)</u>	<u>\$ 350,000</u>	<u>\$ 24,755</u>	



Wastewater Enterprise – Wastewater Capital Improvement Fund

FY 2024-25 Rollovers

- **Capital:**
 - Wastewater Reclamation Facility Engineering - \$825,245
 - Chiricahua Sewer Extension – \$500,000

Wastewater Capital Improvement Fund Summary

Expenditures by Category	FY 2022-23 Actual	FY 2023-24 Budget	FY 2023-24 Projected	FY 2024-25 Budget	% Increase (Decrease)
Operating					
Special Programming	-	-	-	-	
<i>FY 2024-25 On-Going Operating Requests</i>				-	
Total Operating	-	-	-	-	0.0%
One-Time Operating					
<i>FY 2024-25 One-Time Operating Requests</i>				-	0.0%
Capital	167,339	2,023,265	609,059	1,325,245	
<i>FY 2024-25 Capital Requests</i>				8,770,000	399.0%
Total Expenditures by Category	\$ 167,339	\$ 2,023,265	\$ 609,059	\$ 10,095,245	399.0%

Wastewater Capital Improvement Fund Supplemental Budget Requests

Type	Description	FY 2024-25 Budget Request
Capital	Wastewater Treatment Plant Improvements	5,050,000
Capital	Old Home Manor Rodeo Rd. Utility Extensions*	2,040,000
Capital	Perkinsville Phase II - Water and Sewer*	1,680,000
Total Supplemental Budget Requests		\$ 8,770,000

*These projects will only move forward if funding through congressionally directed spending requests is approved.



DEBT OBLIGATIONS



Debt Obligations

Issuing Debt

The issuance of short-term debt is restricted to projects or assets that cannot be initially financed through long-term debt. Long-term debt is reserved for capital projects and assets that the Town cannot fund through current revenues or available resources. The repayment period of each debt issuance will be aligned, whenever possible, with the estimated useful life of the associated capital project or asset.

Long-term debt financing will be considered when non-recurring capital improvements are needed, especially when future residents will benefit from the improvement. In utilizing long-term debt, the Town is committed to sound financial management by conservatively projecting the revenue sources for debt repayment, setting the financing term to not exceed the asset's useful life, and ensuring a positive cost-benefit for the project, inclusive of all interest expenses.

Amount of Debt Issuances

The Town will adhere to debt limitations established by Arizona State statutes and bond ordinances. Under the Arizona Constitution, a municipality may issue general obligation bonds up to 6% of assessed property valuation for general municipal purposes. Additional general obligation bonds, up to 20% of assessed valuation, are permitted for specific purposes, including water and sewer infrastructure, recreational facilities, and open space initiatives.

For statutory purposes, the Town's outstanding bonds are not classified as general obligation bonds subject to these limits, as they are secured by excise taxes rather than property taxes. This distinction allows the Town to meet its funding needs while remaining in compliance with statutory debt limitations.

Legal Debt Calculation

	General Obligation Bonds	
	All Other Purposes	Water/Sewer, Lights, Open Space and Parks
Constitutional Debt Limitation	6%	20%
FY 2023-24 Net Secondary Assessed Valuation	\$215,158,832	\$215,158,832
Legal Debt Limit	\$12,909,530	\$43,031,766
Less Outstanding Debt	0	0
Available Borrowing Capacity	\$12,909,530	\$43,031,766

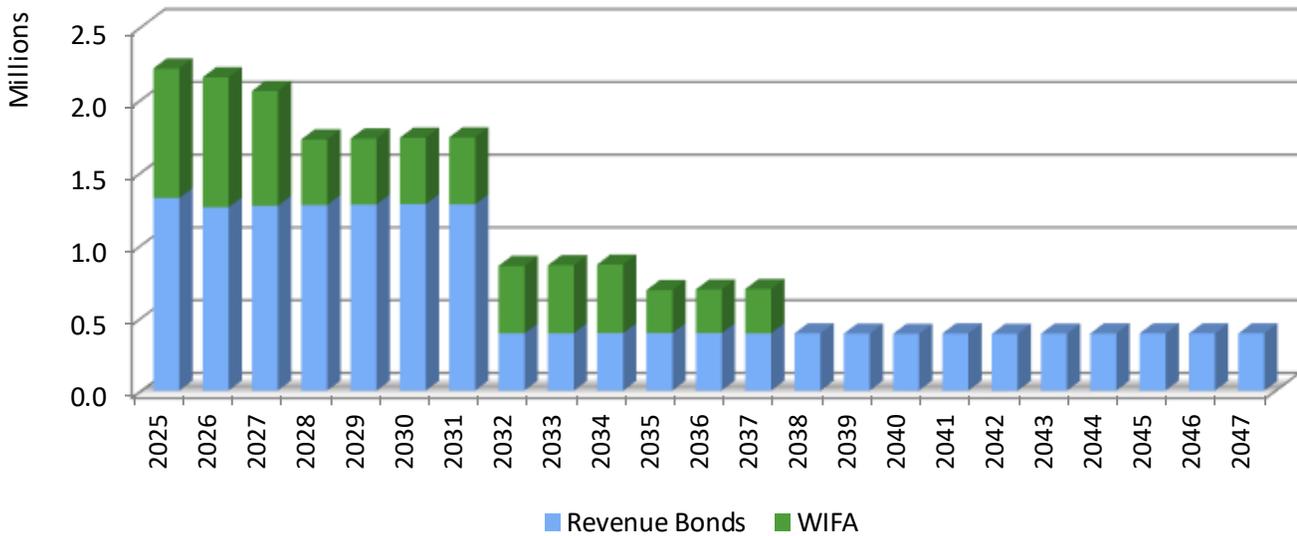
Note: Currently, the Town cannot issue general obligation debt as it does not have a property tax which would require approval of the Town voters to implement.



Bond Ratings

Bond Issue	Moody's Investors Services	S&P Global Ratings	Fitch Investors Service, Inc.
Pledged Rev Rfdg Oblig Series 2021	-	AA-/Stable	-
Pledged Rev Rfdg Oblig Series 2021 (Police Building)	-	AA-/Stable	-

Total Debt Obligations
(Includes Principal and Interest)



Current Bond Obligations

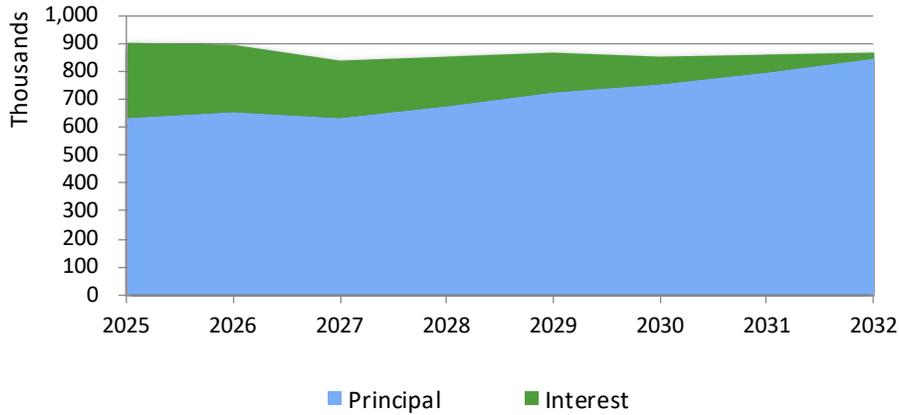
Type of Bond Issue	Term	Beginning Principal 7/1/2024	Principal Payments	Interest Payments	Ending Principal 6/30/2025	Funding Source
Governmental Funds						
Refunding Obligations 2021	Jul-31	\$ 5,715,957	\$ 629,724	\$ 270,055	\$ 5,086,233	Excise Tax
Police Building 2021	Jul-46	\$ 5,880,000	\$ 150,000	\$ 231,700	\$ 5,730,000	Excise Tax
Total Governmental Funds		11,595,957	779,724	501,755	10,816,233	
Enterprise Funds						
Refunding Obligations 2021	Jul-31	184,043	20,276	8,695	163,767	Water User Fees
WIFA Loan 2007	Jul-26	306,793	99,495	7,090	207,298	Wastewater User Fees
WIFA Loan 2008	Jul-27	1,296,822	310,837	32,119	985,985	Wastewater User Fees
WIFA Loan 2014	Jul-34	1,774,553	145,755	34,203	1,628,798	Wastewater User Fees
WIFA Loan 2015	Jul-37	3,113,611	170,218	70,988	2,943,393	Wastewater User Fees
WIFA Loan 2017	Jul-37	209,549	12,788	4,908	196,761	Wastewater User Fees
Total Enterprise Funds		6,885,371	759,369	158,003	6,126,002	
Total Debt Service		\$18,481,328	\$ 1,539,093	\$ 659,758	\$16,942,235	



Governmental Funds Debt Schedules

Purpose: This revenue bond was to refund the Series 2010, Series 2010 Refunding, and Series 2016 bonds.

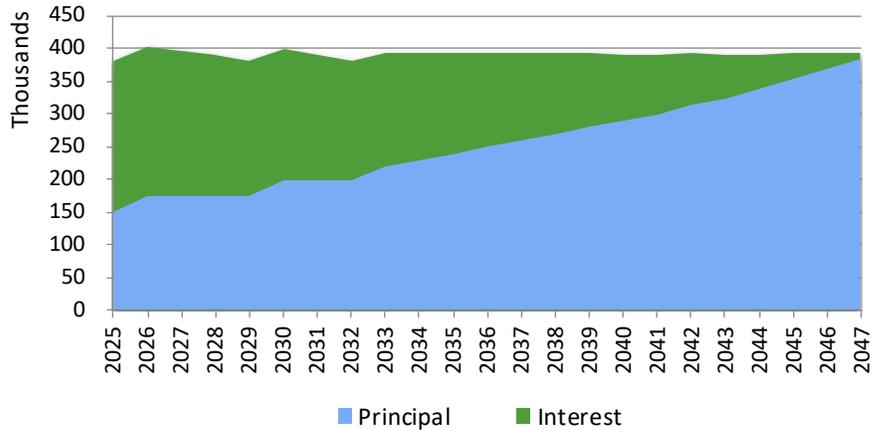
Refunding Obligations 2021			
Date	Principal	Interest	Total
Jul-24	629,724	142,899	772,623
Jan-25		127,156	127,156
Jul-25	653,944	127,156	781,100
Jan-26		110,807	110,807
Jul-26	629,724	110,807	740,531
Jan-27		95,064	95,064
Jul-27	678,164	95,064	773,228
Jan-28		78,110	78,110
Jul-28	726,605	78,110	804,715
Jan-29		59,945	59,945
Jul-29	750,825	59,945	810,770
Jan-30		41,174	41,174
Jul-30	799,265	41,174	840,439
Jan-31		21,193	21,193
Jul-31	847,706	21,193	868,899
Total	5,715,957	1,209,797	6,925,754





Purpose: This revenue bond was to finance the new police building.

Police Building 2021			
Date	Principal	Interest	Total
Jul-24	150,000	116,975	266,975
Jan-25		114,725	114,725
Jul-25	175,000	114,725	289,725
Jan-26		112,100	112,100
Jul-26	175,000	112,100	287,100
Jan-27		109,475	109,475
Jul-27	175,000	109,475	284,475
Jan-28		105,975	105,975
Jul-28	175,000	105,975	280,975
Jan-29		101,600	101,600
Jul-29	200,000	101,600	301,600
Jan-30		97,600	97,600
Jul-30	200,000	97,600	297,600
Jan-31		93,600	93,600
Jul-31	200,000	93,600	293,600
Jan-32		88,600	88,600
Jul-32	220,000	88,600	308,600
Jan-33		84,200	84,200
Jul-33	230,000	84,200	314,200
Jan-34		79,600	79,600
Jul-34	240,000	79,600	319,600
Jan-35		74,800	74,800
Jul-35	250,000	74,800	324,800
Jan-36		69,800	69,800
Jul-36	260,000	69,800	329,800
Jan-37		64,600	64,600
Jul-37	270,000	64,600	334,600
Jan-38		59,200	59,200
Jul-38	280,000	59,200	339,200
Jan-39		53,600	53,600
Jul-39	290,000	53,600	343,600
Jan-40		47,800	47,800
Jul-40	300,000	47,800	347,800
Jan-41		41,800	41,800
Jul-41	315,000	41,800	356,800
Jan-42		35,500	35,500
Jul-42	325,000	35,500	360,500
Jan-43		29,000	29,000
Jul-43	340,000	29,000	369,000
Jan-44		22,200	22,200
Jul-44	355,000	22,200	377,200
Jan-45		15,100	15,100
Jul-45	370,000	15,100	385,100
Jan-46		7,700	7,700
Jul-46	385,000	7,700	392,700
Total	5,880,000	3,134,125	9,014,125



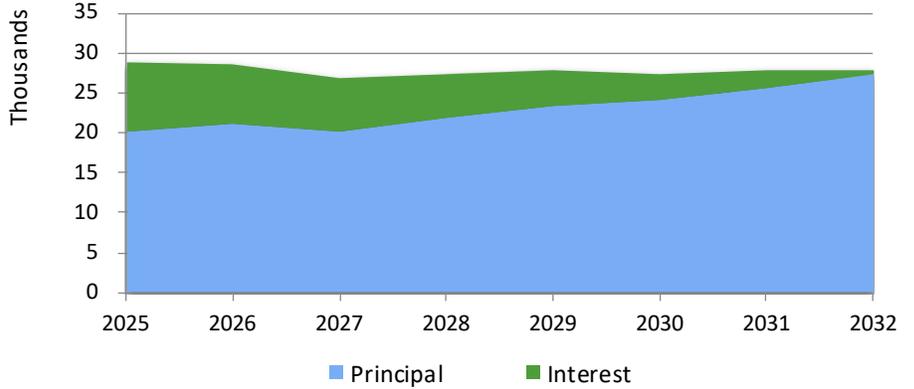


Enterprise Funds Debt Schedules

Purpose: This revenue bond was to refinance prior bonds related to the water system.

Refunding Obligations 2021

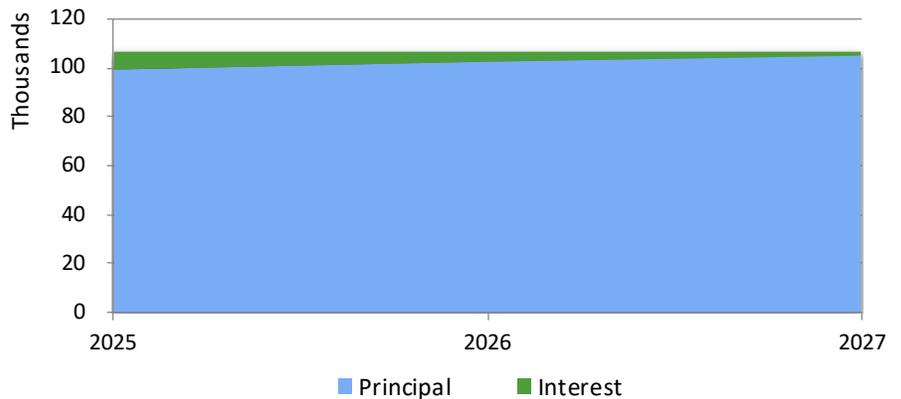
Date	Principal	Interest	Total
Jul-24	20,276	4,601	24,877
Jan-25		4,094	4,094
Jul-25	21,056	4,094	25,150
Jan-26		3,568	3,568
Jul-26	20,276	3,568	23,844
Jan-27		3,061	3,061
Jul-27	21,836	3,061	24,897
Jan-28		2,515	2,515
Jul-28	23,395	2,515	25,910
Jan-29		1,930	1,930
Jul-29	24,175	1,930	26,105
Jan-30		1,326	1,326
Jul-30	25,735	1,326	27,061
Jan-31		682	682
Jul-31	27,294	682	27,976
Total	184,043	38,953	222,996



Purpose: This loan from the Water Infrastructure Finance Authority of Arizona (WIFA) was for improvements to the sewer system.

WIFA Loan 2007

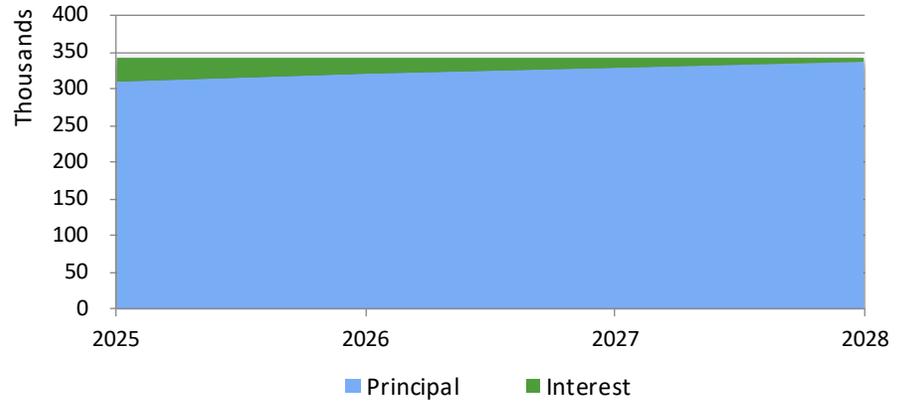
Date	Principal	Interest	Total
Jul-24	99,495	4,231	103,726
Jan-25		2,859	2,859
Jul-25	102,239	2,858	105,097
Jan-26		1,449	1,449
Jul-26	105,059	1,449	106,508
Total	306,793	12,846	319,639





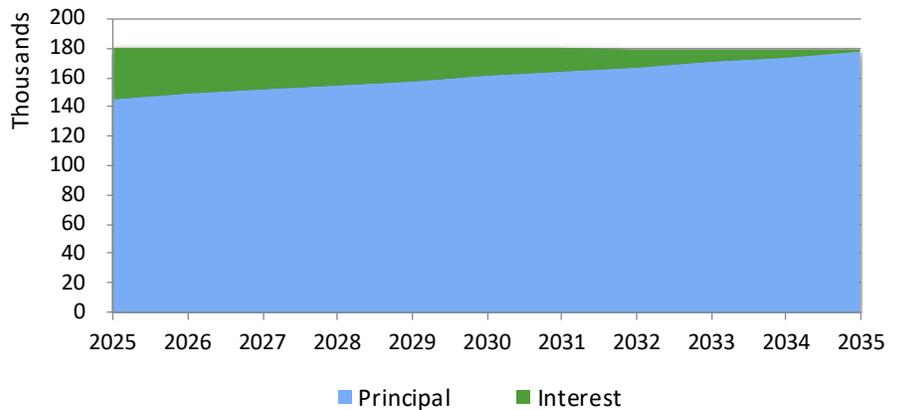
Purpose: This loan from WIFA was for improvements to the sewer system.

WIFA Loan 2008			
Date	Principal	Interest	Total
Jul-24	310,837	18,246	329,083
Jan-25		13,873	13,873
Jul-25	319,584	13,873	333,457
Jan-26		9,376	9,376
Jul-26	328,577	9,376	337,953
Jan-27		4,753	4,753
Jul-27	337,824	4,754	342,578
Total	1,296,822	74,251	1,371,073



Purpose: This loan from WIFA was for improvements to the sewer system.

WIFA Loan 2014			
Date	Principal	Interest	Total
Jul-24	145,755	17,834	163,589
Jan-25		16,369	16,369
Jul-25	148,684	16,369	165,053
Jan-26		14,875	14,875
Jul-26	151,673	14,875	166,548
Jan-27		13,351	13,351
Jul-27	154,722	13,351	168,073
Jan-28		11,796	11,796
Jul-28	157,832	11,796	169,628
Jan-29		10,210	10,210
Jul-29	161,004	10,210	171,214
Jan-30		8,592	8,592
Jul-30	164,240	8,592	172,832
Jan-31		6,941	6,941
Jul-31	167,541	6,941	174,482
Jan-32		5,257	5,257
Jul-32	170,909	5,257	176,166
Jan-33		3,540	3,540
Jul-33	174,344	3,540	177,884
Jan-34		1,787	1,787
Jul-34	177,849	1,787	179,636
Total	1,774,553	203,270	1,977,823

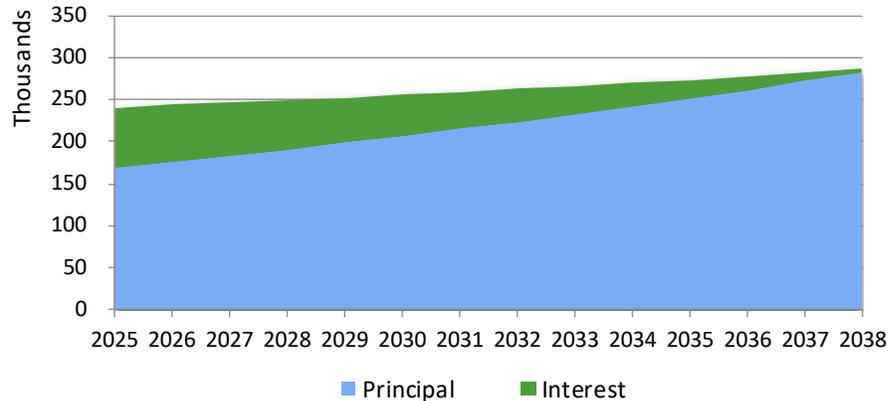


Debt Obligations



Purpose: This loan from WIFA was for a sewer line extension and refinancing of the USDA loan.

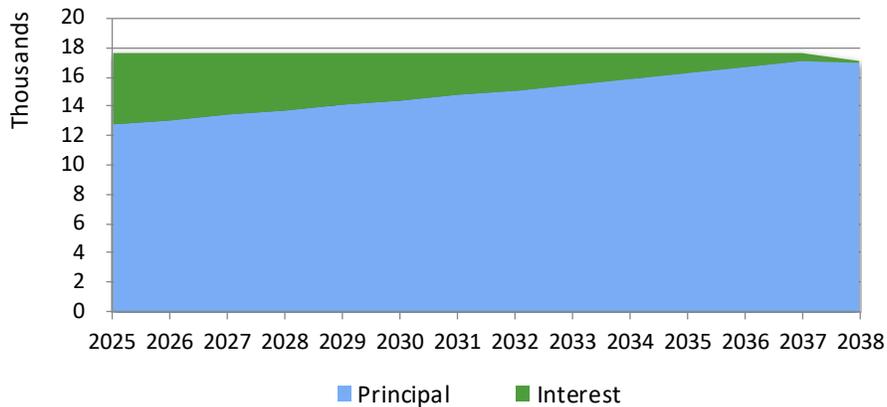
WIFA Loan 2015			
Date	Principal	Interest	Total
Jul-24	170,218	36,491	206,709
Jan-25		34,497	34,497
Jul-25	177,027	34,497	211,524
Jan-26		32,422	32,422
Jul-26	184,108	32,422	216,530
Jan-27		30,264	30,264
Jul-27	191,472	30,264	221,736
Jan-28		28,020	28,020
Jul-28	199,131	28,020	227,151
Jan-29		25,686	25,686
Jul-29	207,096	25,686	232,782
Jan-30		23,259	23,259
Jul-30	215,380	23,259	238,639
Jan-31		20,735	20,735
Jul-31	223,995	20,735	244,730
Jan-32		18,109	18,109
Jul-32	232,955	18,109	251,064
Jan-33		15,379	15,379
Jul-33	242,273	15,379	257,652
Jan-34		12,540	12,540
Jul-34	251,964	12,540	264,504
Jan-35		9,587	9,587
Jul-35	262,043	9,587	271,630
Jan-36		6,516	6,516
Jul-36	272,524	6,516	279,040
Jan-37		3,322	3,322
Jul-37	283,425	3,322	286,747
Total	3,113,611	557,163	3,670,774





Purpose: This loan from WIFA was for a sewer line extension.

WIFA Loan 2017			
Date	Principal	Interest	Total
Jul-24	12,788	2,531	15,319
Jan-25		2,377	2,377
Jul-25	13,097	2,377	15,474
Jan-26		2,219	2,219
Jul-26	13,414	2,219	15,633
Jan-27		2,056	2,056
Jul-27	13,738	2,056	15,794
Jan-28		1,891	1,891
Jul-28	14,070	1,891	15,961
Jan-29		1,721	1,721
Jul-29	14,410	1,721	16,131
Jan-30		1,547	1,547
Jul-30	14,758	1,547	16,305
Jan-31		1,368	1,368
Jul-31	15,114	1,368	16,482
Jan-32		1,186	1,186
Jul-32	15,479	1,186	16,665
Jan-33		999	999
Jul-33	15,853	999	16,852
Jan-34		807	807
Jul-34	16,236	807	17,043
Jan-35		611	611
Jul-35	16,629	611	17,240
Jan-36		410	410
Jul-36	17,031	410	17,441
Jan-37		204	204
Jul-37	16,932	205	17,137
Total	209,549	37,324	246,873





CAPITAL IMPROVEMENT PLAN



Capital Improvement Plan

Overview

The Capital Improvement Plan (CIP) outlines the Town’s long-term capital investments over a five-year planning period. This process identifies essential facilities and infrastructure upgrades required to support the Town’s operations and deliver expected public services. Capital improvements generally include structures, buildings, site enhancements, equipment, or other significant assets with a useful life of at least five (5) years that serve public purposes.

The Town defines capital expenditures as projects valued at \$50,000 or more, focused on creating new infrastructure or enhancing the capacity, efficiency, or lifespan of existing assets. While the expenditures planned for the first year are incorporated into the annual budget as the capital budget, the CIP process itself is ongoing. It plays a critical role in the Town’s overall management strategy, ensuring that capital planning aligns with community needs and long-term goals.

This section begins with an overview of the project selection, followed by the following:

- **Capital Program:**
 - **Rollovers and minor projects, vehicles, equipment:** A summarized list by fund, detailing rollovers and minor projects totaling \$10,622,566 for FY 2024-25.
 - **Major projects 5 year schedule:** A schedule outlining major projects, listed by fund and project, with projected costs for a five-year period, totaling \$60,310,000.
- **Operating Impact:** A summary by project, presenting the five-year operating impact of major projects.
- **Project Details:** Detailed information on each major project included in the five-year schedule, including narrative descriptions, cost estimates, and anticipated operating costs or savings.

Process of Project Selection



Project Identification and Funding Process:

The Town’s Capital Improvement Plan (CIP) is developed through a collaborative process to identify, prioritize, and fund key capital projects that align with community needs and strategic objectives. Projects are identified by Town departments based on infrastructure needs, anticipated growth, and long-term service goals. Each department assesses potential projects according to factors such as public safety, operational efficiency, environmental impact, and regulatory requirements.



Citizen Involvement and Prioritization:

The Citizens’ Capital Improvement Program Advisory Committee (CIPCAC) plays an integral role in the CIP process. Comprising local residents, the CIPCAC reviews proposed projects and assists in prioritizing them based on criteria such as community benefit, urgency, and alignment with the Town’s goals. This committee offers a critical community perspective, ensuring that the Town’s capital priorities reflect resident values and needs.



Funding Sources and Allocation:

Once projects are identified and prioritized, funding sources are evaluated. Potential funding options include the Town’s general fund, bonds, grants, and other sources such as state and federal programs. The selection of funding sources depends on project scale, urgency, and feasibility, with larger initiatives often requiring a combination of funding streams. By aligning funding strategies with project timelines and goals, the Town ensures fiscal responsibility and sustainability in its capital investments.



Capital Program - Rollovers and Minor Projects, Vehicles, Equipment

Fund	Project	FY 24-25
Capital Asset Replacement Fund	Rollovers from FY 23-24	231,976
Capital Asset Replacement Fund	Small Projects, Vehicles, Equipment	403,000
Court Fund	Small Projects, Vehicles, Equipment	10,000
General Capital Improv. Fund	Rollovers from FY 23-24	840,450
General Fund	Rollovers from FY 23-24	545,815
General Fund	Small Projects, Vehicles, Equipment	1,027,819
Grant Fund	Misc. Projects (not identified)	2,000,000
Grant Fund	Rollovers from FY 23-24	403,816
Highway User Revenue Fund	Rollovers from FY 23-24	609,785
Highway User Revenue Fund	Small Projects, Vehicles, Equipment	275,000
SLFRF	Rollovers from FY 23-24	500,000
Streets Capital Improv.Fund	Rollovers from FY 23-24	1,639,206
Total Governmental Funds	Total Governmental Funds	8,486,867
Wastewater Capital Improv.Fund	Rollovers from FY 23-24	1,325,245
Wastewater Fund	Rollovers from FY 23-24	22,727
Wastewater Fund	Small Projects, Vehicles, Equipment	700,000
Water Fund	Rollovers from FY 23-24	22,727
Water Fund	Small Projects, Vehicles, Equipment	65,000
Total Enterprise Funds	Total Enterprise Funds	2,135,699
Total All Funds	Total All Funds	\$ 10,622,566

Note: These rollovers and small projects, vehicles, and equipment are itemized in each fund's detail pages.



Capital Program - Major Projects 5 Year Schedule							
Fund	Project	FY 24-25	FY 25-26	FY 26-27	FY 27-28	FY 28-29	Total
General CI Fund	Land Purchase - Del Rio Springs	285,000	-	-	-	-	285,000
General CI Fund	Pickleball Courts (8)	500,000	-	-	-	-	500,000
General CI Fund	Misc. Projects (not identified)	2,000,000	2,000,000	2,000,000	2,000,000	2,000,000	10,000,000
General CI Fund	Yavapai County Drainage Proj.	140,000	150,000	160,000	160,000	160,000	770,000
General CI Fund	Pool Deck Surfacing	-	250,000	-	-	-	250,000
General CI Fund	New Town Hall	-	-	-	-	15,000,000	15,000,000
Streets CI Fund	Outer Loop Rd Preservation	450,000	-	-	-	-	450,000
Streets CI Fund	Reed Road Reconstruction	1,010,000	2,020,000	-	360,000	-	3,390,000
Streets CI Fund	S Road 1 West	-	-	630,000	-	-	630,000
Streets CI Fund	E Center Street	-	-	265,000	-	-	265,000
Streets CI Fund	N Road 1 East	-	-	170,000	630,000	-	800,000
Streets CI Fund	W Perkinsville Rd	-	-	440,000	-	-	440,000
Streets CI Fund	E Road 4 North	-	-	-	1,190,000	-	1,190,000
Streets CI Fund	W Road 2 North	-	-	-	-	900,000	900,000
Streets CI Fund	Various Local Streets	-	275,000	225,000	250,000	725,000	1,475,000
Streets CI Fund	Vista Grande Estates	-	-	-	-	685,000	685,000
Total Governmental Funds		4,385,000	4,695,000	3,890,000	4,590,000	19,470,000	37,030,000
Water CI Fund	PFAS Remediation Plan	2,400,000	10,500,000	-	-	-	12,900,000
Water CI Fund	Utility Line Extension	-	-	500,000	-	-	500,000
Wastewater CI Fund		-	-	500,000	-	-	500,000
Wastewater CI Fund	Treatment Plant Improvements	5,050,000	-	-	-	-	5,050,000
Wastewater CI Fund	Old Home Manor Utility Ext.	2,040,000	-	-	-	-	2,040,000
Wastewater CI Fund	Perkinsville Phase II	1,680,000	-	-	-	-	1,680,000
Wastewater CI Fund	SMB (MBR) Filters	-	500,000	-	-	-	500,000
Wastewater CI Fund	RIB Flow Meter and Automation	-	-	110,000	-	-	110,000
Total Enterprise Funds		11,170,000	11,000,000	1,110,000	-	-	23,280,000
Total All Funds		\$ 15,555,000	\$ 15,695,000	\$ 5,000,000	\$ 4,590,000	\$ 19,470,000	\$ 60,310,000



Operating Impact

All capital improvements impact the Town’s operating budget, either positively or negatively. Many CIP projects will incur ongoing costs, influencing available resources for future budgets. Typical annual costs include personnel, utilities, and maintenance. Conversely, some capital projects may positively affect the budget by generating new revenue, reducing utility consumption, or streamlining Town services through automation. Operating impacts for each project are estimated using historical data from similar assets and any project-specific details. The table below presents the major CIP projects with anticipated effects on future operating budgets. On each major project’s detail page in the following section, the expenses or savings are listed by type.

Capital Program - Major Projects Operating Impact							
Fund	Project	FY 24-25	FY 25-26	FY 26-27	FY 27-28	FY 28-29	Total
General CI Fund	Land Purchase - Del Rio Springs	-	170,000	20,000	20,000	320,000	530,000
General CI Fund	Pickleball Courts (8)	-	2,700	4,200	2,700	9,200	18,800
General CI Fund	Yavapai County Drainage Proj.	-	(10,000)	(10,000)	(10,000)	(10,000)	(40,000)
General CI Fund	Pool Deck Surfacing	-	(3,000)	(3,000)	(3,000)	(3,000)	(12,000)
Streets CI Fund	Outer Loop Rd Preservation	-	(2,000)	(3,000)	(4,000)	(5,000)	(14,000)
Streets CI Fund	Reed Road Reconstruction	-	(2,000)	(2,000)	(7,000)	(9,000)	(20,000)
Streets CI Fund	S Road 1 West	-	-	-	(3,000)	(4,000)	(7,000)
Streets CI Fund	E Center Street	-	-	-	(2,000)	(2,000)	(4,000)
Streets CI Fund	N Road 1 East	-	-	-	(1,000)	(5,000)	(6,000)
Streets CI Fund	W Perkinsville Rd	-	-	-	(2,000)	(3,000)	(5,000)
Streets CI Fund	E Road 4 North	-	-	-	-	(2,000)	(2,000)
Streets CI Fund	Various Local Streets	-	-	(2,000)	(6,000)	(8,000)	(16,000)
Total Governmental Funds		-	155,700	4,200	(15,300)	278,200	422,800
Water CI Fund	PFAS Remediation Plan	-	-	15,500	15,750	16,500	47,750
Water CI Fund	Utility Line Extension	-	-	-	1,300	1,500	2,800
Wastewater CI Fund		-	-	-	1,950	2,000	3,950
Wastewater CI Fund	Treatment Plant Improvements	-	65,000	65,000	65,000	65,000	260,000
Wastewater CI Fund	Old Home Manor Utility Ext.	-	3,250	3,250	3,250	3,500	13,250
Wastewater CI Fund	Perkinsville Phase II	-	3,250	3,250	3,250	3,500	13,250
Wastewater CI Fund	SMB (MBR) Filters	-	-	(8,000)	(8,000)	(8,000)	(24,000)
Wastewater CI Fund	RIB Flow Meter and Automation	-	-	-	(5,500)	(5,500)	(11,000)
Total Enterprise Funds		-	71,500	79,000	77,000	78,500	306,000
Total All Funds		\$ -	\$ 227,200	\$ 83,200	\$ 61,700	\$ 356,700	\$ 728,800



Department	Public Works	Request Purpose	Maintain existing service levels
Division	Streets		

Title Outer Loop Road

Justification This project entails the application of a rubberized chip seal and overlay to enhance the roadway surface of Outer Loop Road, extending from S Road 1 West to the roundabout at State Route 89. The total pavement length addressed by this project is approximately 4,045 feet. The proposed enhancements are designed to improve the durability and safety of the road, ensuring a smoother and more sustainable driving experience for the local traffic. This project aims to not only extend the lifespan of the existing roadway but also to optimize its performance in handling the daily traffic flow, thereby contributing to the overall transportation efficiency within the area.



Estimated Expenses						
Description	FY 24-25	FY 25-26	FY 26-27	FY 27-28	FY 28-29	Total
S Road 1 West to SR-89	450,000					450,000
						-
<i>Other Estimated Costs (Savings):</i>						-
<i>Annual Maintenance</i>		(2,000)	(3,000)	(4,000)	(5,000)	(14,000)
						-
					Total	436,000



Department	Public Works	Request Purpose	Maintain existing service levels
Division	Streets		

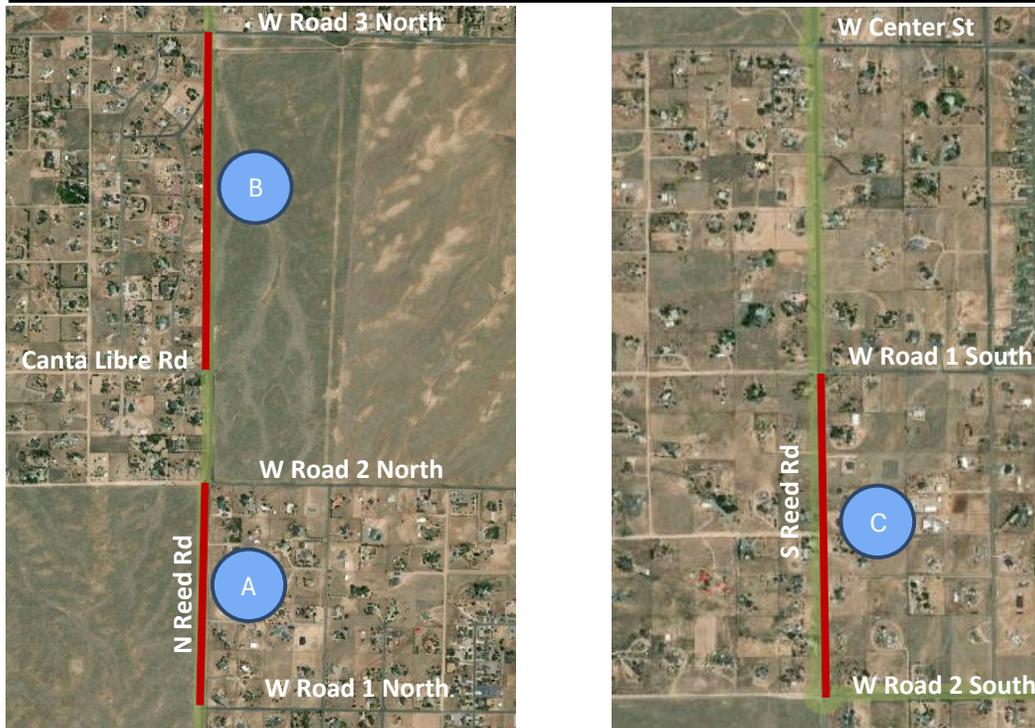
Title Reed Road

Justification

Section A: (Year 1). Extending from W Road 1 North to W Road 2 North, this segment covers 2,663 feet and will undergo an Asphalt Concrete Pavement (ACP) full depth reconstruction.

Section B: (Year 2). From W Canta Libre Rd to W Road 3 North, covering 4,033 feet, this section is also slated for an ACP full depth reconstruction.

Section C: (Year 4). Running from W Road 2 South to W Road 1 South, this 2,673-foot segment is scheduled for full-width milling (FWM) and a thick overlay of 2.0-3.0 inches, coupled with structural patching.



Description	Estimated Expenses					Total
	FY 24-25	FY 25-26	FY 26-27	FY 27-28	FY 28-29	
A - W Road 1 North to W Road 2 North	1,010,000					1,010,000
B - W Canta Libre to W Road 3 North		2,020,000				2,020,000
C - W Road 2 South to W Road 1 South				360,000		360,000
<i>Other Estimated Costs (Savings):</i>						-
<i>Annual Maintenance</i>		(2,000)	(2,000)	(7,000)	(9,000)	(20,000)
					Total	3,370,000

Capital Improvement Plan – Project Details



Department	Public Works	Request Purpose	Maintain existing service levels
Division	Streets		

Title S Road 1 West

Justification This project entails significant upgrades to S Road 1 West, from W Outer Loop to W Road 2 South, covering a total length of 5,233 feet. The planned improvements include full-width milling (FWM) and the application of a thick overlay ranging from 2.0 to 3.0 inches, complemented by structural patching where necessary. These enhancements are designed to strengthen the road's surface, increase its longevity, and improve its resistance to traffic wear and weather conditions. By addressing existing pavement deficiencies and reinforcing the road structure, this project aims to provide a safer and more durable roadway for all users, ensuring efficient traffic flow and enhanced road performance in the area.



Description	Estimated Expenses					Total
	FY 24-25	FY 25-26	FY 26-27	FY 27-28	FY 28-29	
W Outer Loop to W Road 2 South			630,000			630,000
						-
<i>Other Estimated Costs (Savings):</i>						-
<i>Annual Maintenance</i>				(3,000)	(4,000)	(7,000)
						-
					Total	623,000



Department	Public Works	Request Purpose	Maintain existing service levels
Division	Streets		

Title E Center Street

Justification This segment of the project covers improvements along Center Street from State Route 89 to S Road 1 East, over a total length of 2,047 feet. It includes full-width milling (FWM) and the application of a thick overlay measuring 2.0-3.0 inches, along with structural patching. These enhancements aim to reinforce the road’s structure, improve its durability, and extend its lifespan, ensuring a smoother and safer driving experience for all road users.



Description	Estimated Expenses					Total
	FY 24-25	FY 25-26	FY 26-27	FY 27-28	FY 28-29	
A - SR-89 to S Road 1 East			265,000			265,000
						-
<i>Other Estimated Costs (Savings):</i>						-
<i>Annual Maintenance</i>				(2,000)	(2,000)	(4,000)
						-
					Total	261,000

Capital Improvement Plan – Project Details

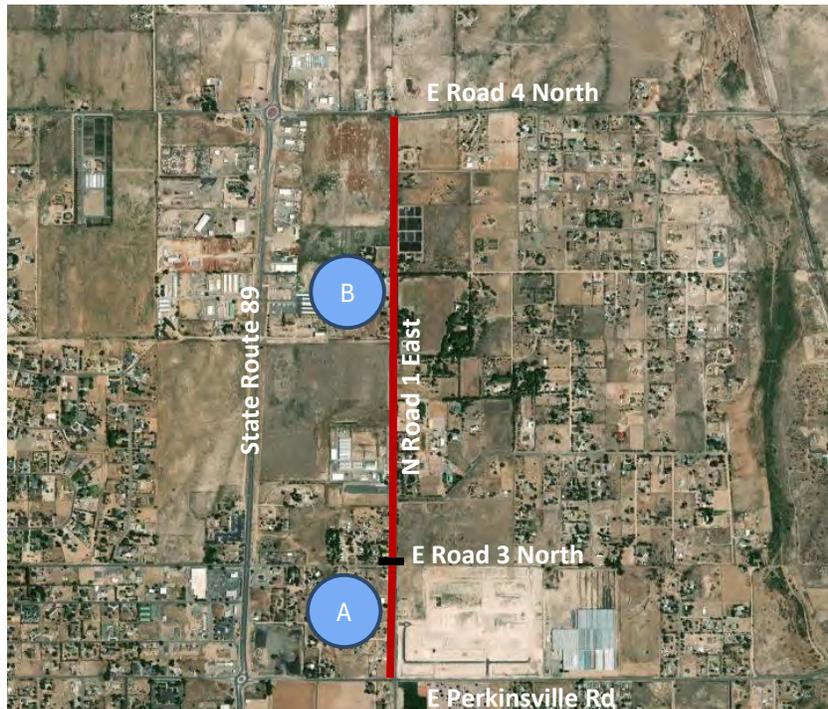


Department	Public Works	Request Purpose	Maintain existing service levels
Division	Streets		
Title	N Road 1 East		

Justification

Section A: (Year 3). The initial phase of the project targets a section of N Road 1 East starting from E Perkinsville Rd extending to E Road 3 North, covering a total distance of 1,317 feet. This part involves full-width milling (FWM) followed by the application of a thick overlay ranging from 2.0 to 3.0 inches. Structural patching will also be conducted to address specific areas needing repairs. This stage is designed to restore the structural integrity of the road, improve its durability against traffic wear, and enhance safety for daily commuters.

Section B: (Year 4). Continuing the improvement efforts, the second phase covers the segment from E Road 3 North to E Road 4 North, a stretch of 5,228 feet. Similar to the first part, this section will also undergo full-width milling and receive a thick overlay of 2.0 to 3.0 inches, coupled with necessary structural patching. This comprehensive approach ensures the longevity of the road and improves its resilience, significantly enhancing the driving conditions over a larger portion of N Road 1 East.



Description	Estimated Expenses					Total
	FY 24-25	FY 25-26	FY 26-27	FY 27-28	FY 28-29	
A - E Perkinsville Rd to E Road 3 North			170,000			170,000
B - E Road 3 North to E Road 4 North				630,000		630,000
						-
<i>Other Estimated Costs (Savings):</i>						-
<i>Annual Maintenance</i>				(1,000)	(5,000)	(6,000)
					Total	794,000



Capital Improvement Plan – Project Details

Department	Public Works	Request Purpose	Maintain existing service levels
Division	Streets		

Title W Perkinsville Road

Justification The project focuses on significant roadway enhancements along W Perkinsville Road, stretching from N Road 1 West to State Route 89, covering a total length of 3,627 feet. This initiative includes full-width milling (FWM) followed by the application of a thick overlay ranging from 2.0 to 3.0 inches. Additionally, structural patching will be conducted to address and repair areas with existing damage or weaknesses. These improvements are designed to reinforce the road's structural integrity, extend its service life, and increase its durability against the stresses of traffic and environmental conditions.



Estimated Expenses						
Description	FY 24-25	FY 25-26	FY 26-27	FY 27-28	FY 28-29	Total
N Road 1 West to SR-89			440,000			440,000
<i>Other Estimated Costs (Savings):</i>						-
<i>Annual Maintenance</i>				(2,000)	(3,000)	(5,000)
						-
					Total	435,000

Capital Improvement Plan – Project Details



Department	Public Works	Request Purpose	Maintain existing service levels
Division	Streets		

Title	E Road 4 North
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Justification

This project encompasses a substantial overhaul of E Road 4 North, extending from W Road 4 North to N Georgia Avenue, covering a total distance of 3,034 feet. The improvement plan involves an Asphalt Concrete Pavement (ACP) full depth reconstruction. This extensive reconstruction will completely revamp the existing road structure by removing and replacing all pavement layers with new, high-quality asphalt.

The objective of this project is to significantly enhance the road’s durability, handling capacity, and safety features, ensuring it can sustain current and anticipated traffic volumes and environmental stresses. The full depth reconstruction aims to correct underlying issues, improve roadway alignment and surface evenness, and extend the road's lifespan. This strategic upgrade will result in a safer, more reliable, and efficient roadway that meets the needs of the local community and daily commuters.



Estimated Expenses						
Description	FY 24-25	FY 25-26	FY 26-27	FY 27-28	FY 28-29	Total
W Road 4 North to N Georgia Ave				1,190,000		1,190,000
						-
<i>Other Estimated Costs (Savings):</i>						-
<i>Annual Maintenance</i>					(2,000)	(2,000)
						-
					Total	1,188,000



Department	Public Works	Request Purpose	Maintain existing service levels
Division	Streets		

Title W Road 2 North

Justification The improvement project on W Road 2 North, spanning from N Reed Road to N Road 1 West, involves a total length of 5,442 feet. This project is set to include full-width milling (FWM) and the application of a thick overlay ranging from 2.0 to 3.0 inches, along with targeted structural patching to repair specific areas of the roadway.

These upgrades are aimed at revitalizing the existing road surface, enhancing its durability and functionality to better accommodate the demands of daily traffic and environmental elements. The thick overlay will provide a renewed surface that offers improved ride quality and extends the road's service life. Structural patching will address and rectify localized damages, ensuring a smoother and safer travel experience. This comprehensive approach will significantly enhance the structural integrity and performance of W Road 2 North, contributing to overall traffic safety and efficiency in the area.



Estimated Expenses						
Description	FY 24-25	FY 25-26	FY 26-27	FY 27-28	FY 28-29	Total
N Reed Rd to N Road 1 West					900,000	900,000
						-
<i>Other Estimated Costs (Savings):</i>						-
<i>Annual Maintenance (future years)</i>						-
						-
					Total	900,000

Capital Improvement Plan – Project Details



Department	Public Works	Request Purpose	Maintain existing service levels
Division	Streets		

Title	Various Local Streets
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Justification

Year 2: In the second year of this plan, four local roads will undergo significant improvements, featuring full-width milling (FWM) and the application of a thick overlay with structural patching as needed across a total of 2,724 feet. Additionally, 74 feet will benefit from Asphalt Concrete Pavement (ACP) full depth reconstruction, aimed at completely revitalizing the affected road segments.

Year 3: The third year focuses on six roads, enhancing 1,004 feet with edge milling and a thin overlay to restore the surface condition. Sections totaling 2,174 feet will receive a slurry seal/chip seal treatment to extend the pavement life and improve durability. Another 853 feet will undergo full-width milling (FWM) and the application of a thick overlay with structural patching as needed.

Year 4: The fourth year will see improvements focused on 2 roads, encompassing over 855 feet of full-width milling, thick overlay, and structural patching to address and repair deteriorated sections. An additional 120 feet will have Asphalt Concrete Pavement (ACP) full depth reconstruction, aimed at completely revitalizing the affected road segments

Year 5: In the fifth year, eight roads will be enhanced. Approximately 4,279 feet will receive full-width milling, thick overlay, and structural patching to continue the effort of maintaining structural integrity. Furthermore, 1,914 feet will receive slurry seal/chip seal treatments, which help preserve the road condition and prolong pavement life. An additional 188 feet will have Asphalt Concrete Pavement (ACP) full depth reconstruction, aimed at completely revitalizing the affected road segments

This strategic, multi-year initiative is designed to systematically upgrade and maintain the quality and safety of local road networks, ensuring sustainable infrastructure improvements that will benefit the community for years to come.

Estimated Expenses						
Description	FY 24-25	FY 25-26	FY 26-27	FY 27-28	FY 28-29	Total
Various local streets		275,000	225,000	250,000	725,000	1,475,000
						-
<i>Other Estimated Costs (Savings):</i>						-
<i>Annual Maintenance</i>			(2,000)	(6,000)	(8,000)	(16,000)
						-
					Total	1,459,000

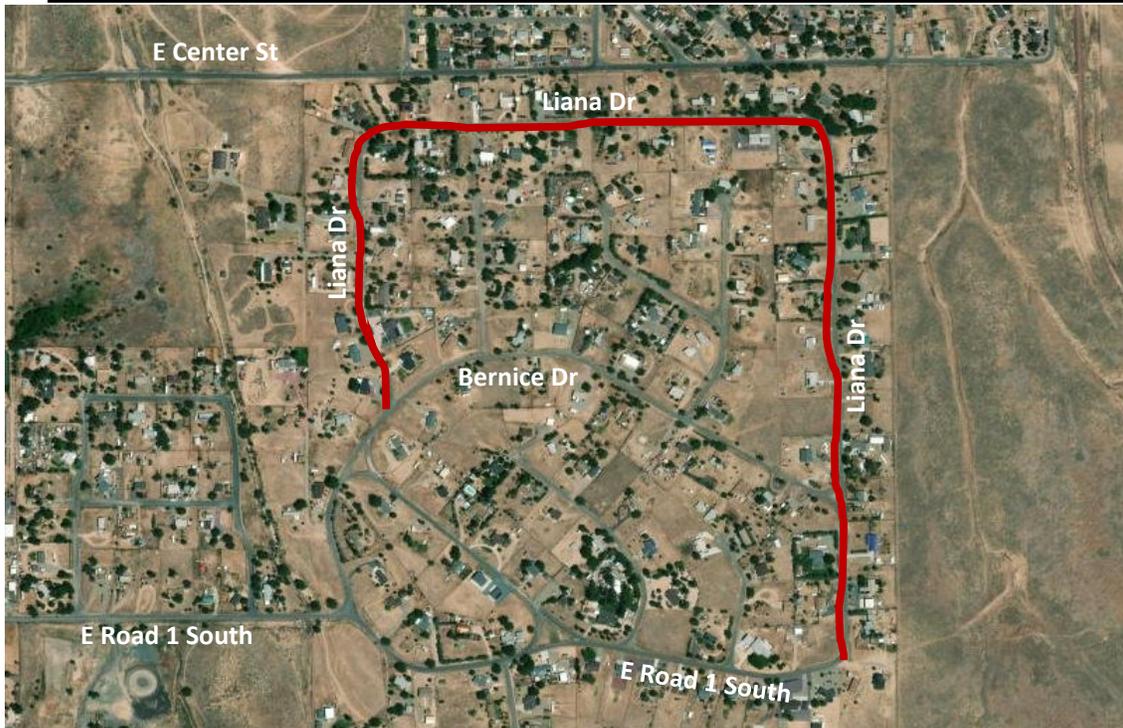


Department	Public Works	Request Purpose	Maintain existing service levels
Division	Streets		

Title Vista Grande Estates: Liana Dr

Justification The project on Liana Drive extends from W Bernice Drive to E Road 1 South, covering a total distance of 6,069 feet. This extensive improvement initiative includes full-width milling (FWM) and the application of a thick overlay ranging from 2.0 to 3.0 inches. Additionally, structural patching will be conducted to repair specific areas that have deteriorated or are damaged.

These enhancements are designed to significantly upgrade the road’s structural integrity and durability, ensuring it can withstand the daily traffic load and adverse weather conditions more effectively. The thick overlay will not only extend the lifespan of the roadway but also improve its surface condition, providing a smoother and safer driving experience for all road users. By addressing existing deficiencies and reinforcing the road structure, this project aims to enhance overall road performance and safety on Liana Drive.



Description	Estimated Expenses					Total
	FY 24-25	FY 25-26	FY 26-27	FY 27-28	FY 28-29	
W Bernice Dr to E Road 1 South					685,000	685,000
						-
<i>Other Estimated Costs (Savings):</i>						-
<i>Annual Maintenance (future years)</i>						-
						-
					Total	685,000

Capital Improvement Plan – Project Details



Department	Public Works	Request Purpose	Maintain existing service levels
Division	Water		

Title	PFAS Remediation Plan (New Well/Pump/Reservoir)
Type	Bond/loan/grant funded project - only moves forward if matching revenues are identified

Justification

Funds are requested for the critical design of a new groundwater well, storage tank, and booster station, integral to delivering a new water source into the Town of Chino Valley's water system. This initiative addresses urgent concerns arising from PFOA contamination in existing wells. The contamination levels are near or surpass the EPA's proposed maximum contaminant level (MCL), compromising the Town's ability to meet its potable water demands following the enforcement of new PFAS MCL standards. Notably, PFOA levels in one of the Town's primary groundwater wells are at or above the proposed MCL. Another well, though currently just below the MCL, is situated in a PFAS-impacted area and is aging.

An alternative analysis has supported this proactive approach to replace the well capacity before PFAS or aging infrastructure impairs the Town's capacity to deliver safe drinking water. This project will include the design and construction of a new well, storage tank, and booster pump station to integrate clean water into the existing distribution system. This approach will also allow the Town to help supply water to private water companies in the area that may not be able to mitigate PFAS in their smaller systems.

A congressionally directed spending funding request of \$2 million, with a \$400,000 match, covers the design phase. Following this, a subsequent phase estimated to cost \$10.5 million will involve construction, anticipated to be funded through a WIFA loan or other grants. This strategic investment will minimize the financial burden on ratepayers and expedite the deployment of this essential infrastructure, ensuring continued access to safe, reliable, and affordable drinking water for all community members.

Estimated Expenses						
Description	FY 24-25	FY 25-26	FY 26-27	FY 27-28	FY 28-29	Total
PFAS Remediation Plan (CDS)	2,000,000					2,000,000
PFAS Remediation Plan (Match)	400,000					400,000
New Well/Pump/Reservoir		10,500,000				10,500,000
						-
<i>Other Estimated Costs (Savings):</i>						-
<i>Annual Maintenance</i>			2,500	2,500	2,500	7,500
<i>Minor Repairs</i>			500	750	1,000	2,250
<i>Pump Servicing</i>			1,500	1,500	2,000	5,000
<i>Water Quality Testing</i>			1,000	1,000	1,000	3,000
<i>Electricity</i>			10,000	10,000	10,000	30,000
						Total
						12,947,750

Capital Improvement Plan – Project Details



Department	Public Works	Request Purpose	Maintain existing service levels
Division	Wastewater		

Title	Plant Expansion
Type	Bond/loan/grant funded project - only moves forward if matching revenues are identified

Justification

The current wastewater treatment plant, designed to handle 500,000 gallons per day, requires expansion to meet the town's growth and future flow requirements as stipulated by ADEQ. This expansion will incorporate several critical upgrades:

- New Grit Separator: The current separator is inadequate, allowing inorganic solids to settle in the basins, which hampers processing efficiency.
- New Blower Turbines: The existing blowers are outdated and inefficient, demanding replacement to enhance operational effectiveness.
- Automated Air/Waste Valves: Introduction of automation in valve operations is crucial for reducing manual operator intervention, thus enabling smoother and more reliable plant operations.
- NH3/NO3 Inline Metering: This addition will build flow trends that are essential for predicting and planning future plant operations.
- UV System Upgrade: The current UV system is outdated, with replacement parts increasingly difficult to source, necessitating an upgrade to ensure continued functionality.
- Drying Beds: These will allow the town to efficiently dry vector truck debris, improving handling and disposal processes.
- Waste Holding Tank: Staging waste before dewatering will not only cut waste processing costs but also enhance overall plant operations by managing load more effectively.
- PCL/MCC Upgrade: Upgrading the Programmable Logic Controller and Motor Control Center will modernize plant controls, increase reliability, and reduce downtime.

These improvements are essential for the long-term viability of the plant, ensuring it operates efficiently and continues to meet regulatory and community needs.

Estimated Expenses						
Description	FY 24-25	FY 25-26	FY 26-27	FY 27-28	FY 28-29	Total
Plant Expansion	3,585,000				50,000	3,635,000
Grit Separator	250,000					250,000
Blower (Turbines)	240,000					240,000
NH3 / NO3 Inline Metering	40,000					40,000
Automated Air / Waste Valves	60,000					60,000
Equalization Engineering	175,000					175,000
Ultra Violet Light Replacement	300,000					300,000
Drying Bed	250,000					250,000
Waste Holding Tank	100,000					100,000
PCL/MCC Upgrade	50,000					50,000
<i>Other Estimated Costs (Savings):</i>						-
<i>Annual Maintenance</i>		20,000	20,000	20,000	20,000	80,000
<i>Minor Repairs</i>		15,000	15,000	15,000	15,000	60,000
<i>Electricity</i>		30,000	30,000	30,000	30,000	120,000
					Total	5,360,000



Council Candidate Open House



PERSONNEL SCHEDULES



Personnel Schedules

Overview

This section provides a detailed overview of the Town’s personnel resources, including new positions and departmental staffing plans. First, additional staff that have been added for the fiscal year are highlighted to support critical services and address emerging needs across departments. This information is followed by several schedules and tables, including:

- **Personnel Schedule and Ranges:** Comprehensive personnel schedule, outlining position counts and salary ranges by department and position for Fiscal Years 2022-23 (actual), 2023-24 (budgeted and projected), and 2024-25 (budgeted), offering a clear view of staffing changes and salary adjustments over time.
- **General Employee Salary Schedule:** Table listing positions by pay grade, including both active and inactive positions. Inactive positions are retained in this table to illustrate potential career advancement opportunities within the Town.
- **Police Employee Salary Schedule:** A dedicated table presenting sworn positions within the Police Department, categorized by grade, to provide further details regarding the department’s staffing structure.

This section supports a complete view of the Town’s personnel investments and workforce planning strategies.

FY 2024-25 Staffing Additions			
Department	Position	Reasoning	Added FTEs
Community Services	Library Assistant	Part-time position to help supplement the Library front desk staff	0.5
Municipal Court	Court Clerk	Part-time, temporary position to help supplement the Library front desk staff	0.5
Police	Police Officer	To backfill the Police Officer assigned to a School Resource Officer Position and to add a Community Engagement Officer	2.0
Police	Police Services Specialist	Part-time position to act as quartermaster for the Police Department and apply for grants	0.5
Public Works	Parks Maintenance Worker	Transition of the seasonal position to a regular full-time position due to the expanding park acreage	1.0
Public Works	Streets Maintenance Worker (Non-CDL)	Full-time new entry level position to assist with retention on the Streets crew	1.0
Total (this is offset by a decrease in other staffing resulting in a net FTE increase of 3.2)			5.5



Personnel Schedule and Ranges

Department/Position	FY 2022-23 Actual	FY 2023-24 Budget	FY 2023-24 Projected	FY 2024-25 Budget	Pay Grade	Range Minimum	Range Maximum
Mayor and Council							
Mayor	1.00	1.00	1.00	1.00		<i>Elected Officials</i>	
Vice Mayor	1.00	1.00	1.00	1.00		<i>Elected Officials</i>	
Council Members	5.00	5.00	5.00	5.00		<i>Elected Officials</i>	
Total	7.00	7.00	7.00	7.00			
Community Services							
Community Services Director	1.00	1.00	1.00	1.00	36	99,340.80	136,510.40
Library Director/Special Projects Manager	1.00	1.00	1.00	-	35	94,598.40	130,020.80
Library Manager	1.00	1.00	1.00	1.00	26	60,985.60	83,824.00
Librarian, Youth Services	1.00	1.00	1.00	1.00	21	47,777.60	65,665.60
Recreation/Events Coordinator, Senior	1.00	1.00	1.00	1.00	20	45,489.60	62,545.60
Recreation/Events Coordinator	1.00	1.00	1.00	1.00	17	39,312.00	54,038.40
Cook	1.00	1.00	1.00	1.00	14	33,966.40	46,675.20
Library Assistant	2.25	2.25	2.25	3.75	14	33,966.40	46,675.20
Assistant Cook	1.00	1.00	1.00	1.00	11	31,449.60	40,331.20
Administrative Aide	0.50	0.50	0.50	0.50	11	31,449.60	40,331.20
Kitchen Assistant	0.75	0.75	0.75	0.75	10	31,449.60	38,313.60
Seasonal Aquatics Staff	4.50	4.50	4.50	4.50	10	31,449.60	38,313.60
Total	16.00	16.00	16.00	16.50			
Development Services							
Development Services Director	1.00	1.00	1.00	1.00	41	126,755.20	174,241.60
Assistant Development Services Director	1.00	1.00	1.00	1.00	36	99,340.80	136,510.40
Chief Building Official	1.00	1.00	1.00	1.00	31	77,833.60	106,974.40
Planner, Senior	1.00	1.00	1.00	1.00	30	74,110.40	101,878.40
Building Inspector, Senior	1.00	1.00	1.00	1.00	25	58,073.60	79,830.40
Plans Examiner	1.00	1.00	1.00	1.00	24	55,307.20	76,024.00
Code Enforcement Officer	2.00	2.00	2.00	2.00	23	52,665.60	72,404.80
Processing Coordinator, Senior	1.00	1.00	1.00	1.00	23	52,665.60	72,404.80
Permit Technician	2.00	2.00	1.00	1.00	20	45,489.60	62,545.60
Total	11.00	11.00	10.00	10.00			
Finance							
Finance Director	1.00	1.00	1.00	1.00	41	126,755.20	174,241.60
Finance Manager	-	1.00	1.00	1.00	32	81,723.20	112,320.00
Accountant, Senior	1.00	-	-	-	28	67,225.60	92,414.40
Accountant	1.00	1.00	1.00	1.00	25	58,073.60	79,830.40
Accounting Technician, Senior	1.00	1.00	1.00	1.00	20	45,489.60	62,545.60
Total	4.00	4.00	4.00	4.00			
Human Resources							
Human Resources Director	1.00	1.00	1.00	1.00	38	109,491.20	150,508.80
Human Resources Analyst, Senior	1.00	1.00	1.00	1.00	28	67,225.60	92,414.40
Paralegal	1.00	1.00	1.00	1.00	23	52,665.60	72,404.80
Total	3.00	3.00	3.00	3.00			



Personnel Schedule and Ranges

Department/Position	FY 2022-23 Actual	FY 2023-24 Budget	FY 2023-24 Projected	FY 2024-25 Budget	Pay Grade	Range Minimum	Range Maximum
Information Technology Services							
Information Technology Manager	1.00	1.00	1.00	1.00	32	81,723.20	112,320.00
IT Support Technician	1.00	2.00	2.00	2.00	23	52,665.60	72,404.80
Total	2.00	3.00	3.00	3.00			
Municipal Court							
Magistrate	1.00	1.00	1.00	1.00	<i>Contract Based</i>		
Court Administrator	1.00	1.00	1.00	1.00	28	67,225.60	92,414.40
Court Security Officer	0.50	0.50	0.50	0.50	18	41,267.20	56,742.40
Court Clerk	2.00	2.00	2.00	2.00	18	41,267.20	56,742.40
Court Clerk (Temporary)	-	-	0.50	0.50	18	41,267.20	56,742.40
Total	4.50	4.50	5.00	5.00			
Police							
Chief of Police	1.00	1.00	1.00	1.00	PD18	125,507.20	172,515.20
Deputy Chief of Police	-	1.00	-	-	PD16	108,180.80	148,699.20
Police Lieutenant	2.00	1.00	2.00	2.00	PD14	98,342.40	135,179.20
Police Sergeant	5.00	5.00	5.00	5.00	PD10	80,912.00	111,217.60
Police Officer	21.00	24.00	24.00	26.00	PD4	63,398.40	87,152.00
Police Civilian Operations Supervisor	1.00	1.00	1.00	1.00	27	64,022.40	88,004.80
Police Services Specialist	3.00	4.00	4.00	4.50	20	45,489.60	62,545.60
Property & Evidence/Crime Scene Tech.	1.00	1.00	1.00	1.00	20	45,489.60	62,545.60
Animal Control Officer	2.00	2.00	2.00	2.00	19	43,326.40	59,571.20
Adoption Specialist/Shelter Tech., Senior	-	1.00	1.00	1.00	16	37,440.00	51,459.20
Adoption Specialist/Shelter Technician	1.50	1.00	1.00	1.00	13	32,344.00	44,449.60
Total	37.50	42.00	42.00	44.50			
Public Works							
Public Works Director/Town Engineer	1.00	1.00	1.00	1.00	41	126,755.20	174,241.60
Assistant Town Engineer	1.00	1.00	1.00	1.00	35	94,598.40	130,020.80
Capital Project Manager	1.00	1.00	1.00	1.00	33	85,800.00	117,936.00
Facilities and Parks Manager	1.00	1.00	1.00	1.00	29	70,595.20	97,011.20
Fleet Manager	1.00	1.00	1.00	1.00	27	64,022.40	88,004.80
PW Management Analyst	-	1.00	1.00	1.00	27	64,022.40	88,004.80
Public Works Inspector	-	-	-	1.00	24	55,307.20	76,024.00
Facilities/Pool Maintenance Worker, Senior	1.00	1.00	1.00	1.00	22	50,169.60	68,972.80
Fleet Mechanic	1.00	2.00	2.00	2.00	21	47,777.60	65,665.60
Parks Maintenance Worker, Senior	2.00	2.00	2.00	2.00	20	45,489.60	62,545.60
Facilities Maintenance Worker, Senior	1.00	1.00	1.00	1.00	20	45,489.60	62,545.60
Parks Maintenance Worker	2.00	3.00	3.00	4.00	17	39,312.00	54,038.40
Facilities Maintenance Worker	1.00	1.00	1.00	1.00	17	39,312.00	54,038.40
Administrative Technician	1.00	1.00	1.00	1.00	17	39,312.00	54,038.40
Seasonal Parks Maintenance Worker	0.50	0.50	0.50	-	17	39,312.00	54,038.40
Custodian	2.00	3.00	2.00	2.00	13	32,344.00	44,449.60



Personnel Schedule and Ranges							
Department/Position	FY 2022-23 Actual	FY 2023-24 Budget	FY 2023-24 Projected	FY 2024-25 Budget	Pay Grade	Range Minimum	Range Maximum
HURF							
Streets Superintendent	1.00	1.00	-	-	29	70,595.20	97,011.20
Streets Manager	-	-	1.00	1.00	29	70,595.20	97,011.20
Streets Foreman	1.00	1.00	1.00	1.00	25	58,073.60	79,830.40
Public Works Inspector	1.00	1.00	1.00	-	24	55,307.20	76,024.00
Streets Maintenance Worker, Senior	2.00	2.00	2.00	2.00	20	45,489.60	62,545.60
Streets Maintenance Worker	4.00	4.00	3.00	3.00	18	41,267.20	56,742.40
Streets Maintenance Worker (Non-CDL)	-	-	-	2.00	17	39,312.00	54,038.40
Utilities							
Utilities Manager	1.00	1.00	1.00	1.00	32	81,723.20	112,320.00
Utilities Operator	1.00	1.00	1.00	1.00	27	64,022.40	88,004.80
WWTP Operator	1.00	1.00	1.00	1.00	27	64,022.40	88,004.80
Utilities Maintenance Mechanic	2.00	2.00	2.00	2.00	24	55,307.20	76,024.00
Utilities Maintenance Technician, Senior	1.00	1.00	1.00	1.00	22	50,169.60	68,972.80
Utilities Maintenance Technician	1.00	1.00	1.00	1.00	19	43,326.40	59,571.20
Total	32.50	36.50	34.50	37.00			
Town Clerk							
Town Clerk	1.00	1.00	1.00	1.00	34	90,105.60	123,843.20
Deputy Town Clerk/Records Technician	1.00	1.00	1.00	1.00	22	50,169.60	68,972.80
Records Technician, Senior	-	1.00	0.90	1.00	20	45,489.60	62,545.60
Administrative Technician	0.80	0.80	1.00	1.00	17	39,312.00	54,038.40
Total	2.80	3.80	3.90	4.00			
Town Manager							
Town Manager	1.00	1.00	1.00	1.00	45	154,086.40	211,806.40
Economic Dev./ Intergov. Manager	1.00	1.00	1.00	1.00	32	81,723.20	112,320.00
Assistant to the Town Manager	1.00	1.00	1.00	1.00	32	81,723.20	112,320.00
Administrative Technician, Senior	1.00	1.00	1.00	1.00	20	45,489.60	62,545.60
Total	4.00	4.00	4.00	4.00			
Grand Total	124.30	134.80	132.40	138.00			



General Employee Salary Schedule				
Pay Grade	Range Minimum	Range Midpoint	Range Maximum	Position
10	31,449.60	33,924.80	38,313.60	Kitchen Assistant Seasonal Aquatics Staff
11	31,449.60	33,924.80	40,331.20	Administrative Aide Assistant Cook
12	31,449.60	33,924.80	42,328.00	
13	32,344.00	38,396.80	44,449.60	Adoption Specialist/Shelter Technician Custodian
14	33,966.40	40,331.20	46,675.20	Cook Library Assistant
15	35,651.20	42,328.00	49,004.80	
16	37,440.00	44,449.60	51,459.20	Adoption Specialist/Shelter Tech., Senior
17	39,312.00	46,654.40	54,038.40	Administrative Technician Facilities Maintenance Worker Parks Maintenance Worker Recreation/Events Coordinator Seasonal Parks Maintenance Worker Streets Maintenance Worker (Non-CDL)
18	41,267.20	49,004.80	56,742.40	Accounting Technician Court Clerk Court Security Officer Records Technician Streets Maintenance Worker
19	43,326.40	51,438.40	59,571.20	Animal Control Officer Utilities Maintenance Technician
20	45,489.60	54,017.60	62,545.60	Accounting Technician, Senior Administrative Technician, Senior Court Clerk, Senior Facilities Maintenance Worker, Senior Parks Maintenance Worker, Senior Permit Technician Planning Technician Police Services Specialist Processing Coordinator Property & Evidence/Crime Scene Tech. Records Technician, Senior Recreation/Events Coordinator, Senior Streets Maintenance Worker, Senior



General Employee Salary Schedule				
Pay Grade	Range Minimum	Range Midpoint	Range Maximum	Position
21	47,777.60	56,721.60	65,665.60	Fleet Mechanic Librarian, Technical Services Librarian, Youth Services
22	50,169.60	59,550.40	68,972.80	Deputy Town Clerk/Records Technician Facilities/Pool Maintenance Worker, Senior Utilities Maintenance Technician, Senior
23	52,665.60	62,545.60	72,404.80	Assistant Planner Building Inspector Code Enforcement Officer IT Support Technician Paralegal Processing Coordinator, Senior
24	55,307.20	65,665.60	76,024.00	Fleet Mechanic, Senior Plans Examiner Public Works Inspector Utilities Maintenance Mechanic
25	58,073.60	68,931.20	79,830.40	Accountant Building Inspector, Senior Code Enforcement Officer, Senior Streets Foreman
26	60,985.60	72,404.80	83,824.00	Human Resources Analyst IT Support Technician, Senior Library Manager Planner, Associate
27	64,022.40	76,024.00	88,004.80	Fleet Manager Police Civilian Operations Supervisor PW Management Analyst Utilities Maintenance Mechanic, Senior Utilities Operator WWTP Operator
28	67,225.60	79,830.40	92,414.40	Accountant, Senior Court Administrator Human Resources Analyst, Senior
29	70,595.20	83,803.20	97,011.20	Facilities and Parks Manager Streets Manager
30	74,110.40	88,004.80	101,878.40	Planner, Senior



General Employee Salary Schedule				
Pay Grade	Range Minimum	Range Midpoint	Range Maximum	Position
31	77,833.60	92,393.60	106,974.40	Chief Building Official Streets Superintendent
32	81,723.20	97,011.20	112,320.00	Assistant to the Town Manager Economic Dev./ Intergov. Manager Finance Manager Information Technology Manager Project Engineer Utilities Manager
33	85,800.00	101,857.60	117,936.00	Capital Project Manager
34	90,105.60	106,974.40	123,843.20	Town Clerk
35	94,598.40	112,320.00	130,020.80	Assistant Town Engineer Library Director and Special Projects Manager
36	99,340.80	117,915.20	136,510.40	Assistant Development Services Director Community Services Director Public Affairs Director
37	104,291.20	123,822.40	143,353.60	
38	109,491.20	130,000.00	150,508.80	Assistant Public Works Director/Assistant Town Engineer Human Resources Director Town Engineer
39	114,982.40	136,510.40	158,038.40	
40	120,723.20	143,332.80	165,963.20	
41	126,755.20	150,508.80	174,241.60	Development Services Director Finance Director Public Works Director/Town Engineer
42	133,099.20	158,038.40	182,956.80	
43	139,755.20	165,942.40	192,108.80	Assistant Town Manager
44	146,744.00	174,220.80	201,718.40	
45	154,086.40	182,936.00	211,806.40	Town Manager



Police Employee Salary Schedule					
Position	Pay Grade	Range Minimum	Range Midpoint	Range Maximum	Position
Cadet	PD1	63,398.40	63,398.40	63,398.40	Cadet
Police Officer	PD4	63,398.40	75,275.20	87,152.00	Police Officer
Sergeant	PD10	80,912.00	96,075.20	111,217.60	Sergeant
Lieutenant	PD14	98,342.40	116,771.20	135,179.20	Lieutenant
Deputy Chief of Police	PD16	108,180.80	128,419.20	148,699.20	Deputy Chief of Police
Chief of Police	PD18	125,507.20	149,032.00	172,515.20	Chief of Police



APPENDIX



Glossary

Accrual Basis – An accounting method where revenues and expenses are recorded when they are earned or incurred, regardless of cash flow, providing a complete view of financial activities.

Adoption – A formal action taken by Council that sets the spending limits for the fiscal year.

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

Appropriated Budget – The expenditure authority created by an appropriation resolution or ordinance, including estimated revenues, reserves, transfers, and other authorized adjustments.

Asset – Resources owned or held by a government, which have monetary value.

Balanced Budget – Each fund in the budget must be in balance; total anticipated revenues plus beginning undesignated fund balance (all resources) must equal total expenditure appropriations for the upcoming fiscal year.

Bonds – A financial instrument through which the Town commits to repay borrowed funds with interest by specified maturity dates. Common types include general obligation and revenue bonds, often used for large projects like buildings, streets, and water systems. Bonds typically have longer terms and greater formality than notes.

Budget – A plan of financial operation representing an estimate of proposed expenditures and the proposed 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 the Town’s goals and objectives.

Budgetary Basis – The accounting method used for budget purposes, typically aligned with GAAP, though with certain exclusions like depreciation for Enterprise Funds and encumbrances counted as expenditures.

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

Budgetary Control – The control or management of a governmental unit or enterprise in accordance with an approved budget for the purpose of keeping expenditures within the limitations of authorized appropriations and available revenues.

Budget Message – A written general dialogue of the budget, presented by the budget-making authority. It provides Council and the public with a general summary of the most important budget issues, changes from recent fiscal years and recommendations regarding the financial policy for the coming fiscal year.

Capital – Tangible assets having a long life (generally over one year) obtained or controlled as a result of past transactions, events or circumstances. Capital assets include buildings, equipment, improvements other than buildings, and land that are greater than \$50,000.

Capital Projects Fund – Fund type used to account for financial resources that are restricted, committed or assigned to expenditure for capital outlays, including the acquisition or construction of capital facilities and other capital assets.



Capital Improvement Plan (CIP) – This is a comprehensive plan of capital investment projects which identifies priorities as to need, method of financing, cost and revenues that will result during a five-year period. The program is a guide for identifying current and future fiscal year requirements and becomes the basis for determining the annual capital budget.

Debt – An obligation resulting from borrowing money or from the purchase of goods and services. Types of governmental debt include bonds, loans, and notes.

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

Debt Service Fund – Governmental fund type used to account for accumulations of resources that are restricted, committed or assigned to expenditure for principal and interest.

Department – A major administrative division of the Town, which indicates overall management responsibility for an operation or a group of related operations within a functional area.

Depreciation – Consumption of the service life of capital assets, due to normal wear, deterioration, environmental elements, passage of time, and obsolescence. The portion of the cost of a capital asset charged as an expense during a specified period based on service life of the asset and ultimately expending the entire cost of the asset.

Division – A group of homogeneous cost centers within a department with specific responsibilities and functions, i.e., Aquatics division within Community Services department is responsible for the operation of the swimming pool and all pool-related activities.

Enterprise Funds – A government 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 operational costs through user fees.

Expenditures – Decreases in net financial resources in accordance with budgeted appropriations.

Expenditure Limitation – An amendment to the Arizona State Constitution, which limits annual expenditures for all municipalities. The Economic Estimates Commission sets this limit based upon population growth and inflation. All municipalities have the option of Home Rule that requires voters to approve a four-year expenditure limit based on revenues received.

Expenses – Decreases in net financial resources in accordance with budgeted appropriations, terminology used only in the enterprise funds.

Fiscal Year – A time period designated by the Town signifying the beginning and ending period for recording financial transactions. The Town fiscal period begins July 1 and ends June 30.

Franchise Fee – A fee paid by public service businesses for the special privilege to use Town streets, alleys and property in providing their services to the citizens of the community. Services requiring franchise fees include electricity, telephone, natural or propane gas, and cable television.

Full-Time Equivalent (FTE) – A part-time position converted to the decimal equivalent of a full-time position based on 2,080 hours per year, or a full value of one for 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 trust funds.

General Fund – One of five governmental fund types, this fund typically serves as the chief operating fund of a government. The general fund is used to account for all financial resources not accounted for in some other fund.

General Obligation Bonds – Bonds that finance a variety of public projects and require voter approval. The full faith and credit of the Town back these bonds. Limitations for bonding are set by State Statute.

Governmental Funds – Funds generally used to account for tax-supported activities. There are five different types of governmental funds: general fund, special revenue funds, debt service funds, capital projects funds, and permanent funds.

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

Intergovernmental Revenue – Revenues from other governments in the form of grants, entitlements, shared revenues or payments in lieu of taxes.

Levy – To impose taxes for the support of government activities.

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

Major Fund – Governmental fund or enterprise fund which revenues or expenditures, excluding other financing sources and uses, constitutes more than 10% of the revenues or expenditures of the appropriated budget.

Modified Accrual Basis – A government accounting method where revenues are recorded when measurable and available, and expenses are recognized when incurred, excluding long-term assets and liabilities.

Nonmajor Fund – Governmental fund or enterprise fund that does not meet major fund criteria.

One-Time Operating Expenditure – Operating expenditures infrequent in occurrence and not expected to occur again within the next five years.

Operating Budget – Plan of current expenditures and the prepared means to finance them. The budget associated with providing ongoing services to citizens. It 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.

Performance Measures – Measurable means of evaluating the effectiveness of a cost center in accomplishing its defined objectives.

Personnel Services – Costs related to compensating employees, including wages, insurance, payroll taxes, retirement contributions, and other benefits.

Projected Revenue – The amount of estimated revenue to be collected during the fiscal year.

Reserve/Contingency – A budgetary reserve set aside for emergencies or unforeseen expenditures not otherwise budgeted.

Resolution – A special or temporary 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 – Receipts from taxes, intergovernmental sources and user fees, or resources from voter authorized bonds, system development fees, and grants.

Revenue Bonds – Legal debt instruments that finance public projects for such services as water or wastewater. They can also be issued for major public facilities supported by taxes. Revenue from these public projects is pledged to pay principal and interest of the bonds.

Short-Term Debt – Debt with a maturity of one year or less after the date of issuance.

Sources of Revenue – Revenues are classified according to their source or point of origin.

Special Revenue Fund – Governmental fund type used to account for the proceeds of specific revenue sources that are restricted or committed to expenditure for specified purposes other than debt service or capital projects and exclusive of resources held in trust for individuals, private organizations or other governments.

State-Shared Revenue – Includes the Town's portion of the State sales tax revenues, state income tax receipts, and Vehicle In-Lieu taxes.

Taxes – Compulsory charges levied by a government for the purpose of financing services performed for the common benefit of the people.

Transfers In/Out – Authorized transfers of funds from one budget area to another, ensuring resources are available for planned expenditures.

Unreserved Fund Balance – Undesignated monies available for appropriations.

User Charges – The payment of a fee for direct receipt of a public service by the party who benefits from the service.



Acronyms			
Term	Stands for	Term	Stands for
ACP	Asphalt Concrete Pavement	IT	Information Technology
ARS	Arizona Revised Statutes	ITS	Information Technology Services
CDBG	Community Development Block Grant	IBC	International Building Code
CIP	Capital Improvement Plan	MID	Maintenance Improvement District
CIPCAC	Capital Improvement Plan Citizen's Advisory Committee	MBR	Membrane Bioreactor
COLA	Cost-of-Living Adjustment	NTU	Nephelometric Turbidity Units
CVPD	Chino Valley Police Department	PFAS	Per- and Polyfluoroalkyl Substances
CVSLID	Chino Valley Street Lighting Improvement District	PSPRS	Public Safety Personnel Retirement System
CYMPO	Central Yavapai Metropolitan Planning Organization	RICO	Racketeer Influenced and Corrupt Organizations Act
FTE	Full-Time Equivalent	RUCC	Regional Utility Coordinating Committee
FWM	Full-Width Milling	SLFRF	State and Local Fiscal Recovery Funds
FY	Fiscal Year	SCADA	Supervisory Control and Data Acquisition
GAAP	Generally Accepted Accounting Principles	TPT	Transaction Privilege Tax
GFOA	Government Finance Officers Association of the United States and Canada	UDO	Unified Development Ordinance
GIS	Geographic Information System	UVRWPC	Upper Verde River Watershed Protection Coalition
GOHS	Governor's Office of Highway Safety	WWTP	Wastewater Collection and Treatment Facility
HURF	Highway User Revenue Fund	WIFA	Water Infrastructure Finance Authority
HVAC	Heating, Ventilation & Air Conditioning		

