

DUE TO THE STATE'S COVID-19 STAY-AT-HOME ORDER EXTENDED TO MAY 15, 2020, THIS MEETING WILL BE HELD VIA ZOOM. PLEASE REFER TO PAGE 4 FOR PARTICIPATION INSTRUCTIONS.



Town of Chino Valley

MEETING NOTICE TOWN COUNCIL

**REGULAR MEETING
TUESDAY, MAY 12, 2020
6:00 P.M.**

**Council Chambers
202 N. State Route 89
Chino Valley, Arizona**

A majority of the Councilmembers may attend a private invocation in the Council Conference Room immediately prior to the Council meeting. No Town business will be discussed.

AGENDA

1. CALL TO ORDER, PLEDGE OF ALLEGIANCE; ROLL CALL

2. INTRODUCTIONS, PRESENTATIONS, AND PROCLAMATIONS

- a.** Presentation by Ron and Cheri Romley regarding funding for Yavapai Regional Transit. (Joe Duffy, Finance Director)

3. CALL TO THE PUBLIC

Call to the Public is an opportunity for the public to address the Council on any issue within the jurisdiction of the Council that is not on the agenda. Public comment is encouraged. Individuals are limited to speak for three (3) minutes. The total time for Call to the Public may be up to 30 minutes per meeting. Council action taken as a result of public comment will be limited to directing staff to study the matter, scheduling the matter for further consideration and decision at a later date, or responding to criticism.

4. RESPONSE TO THE PUBLIC

Response to the Public is an opportunity for the Mayor to inform the public about how Town officials addressed matters raised during Call to the Public at a previous meeting.

- a.** Request from B Organic Farm for a 150-day waiver from the prohibition of living in a travel trailer for farming purposes.

5. CURRENT EVENT SUMMARIES AND REPORTS

This item is for information only. The Mayor, any Councilmember, or Town Manager may present a brief summary or report of current events. If listed below, there may also be a presentation on information requested by the Mayor and Council and questions may be answered. No action will be taken.

- a. Status reports by Mayor and Council regarding current events.
- b. Status report by Town Manager Cecilia Grittmann regarding Town accomplishments, and current or upcoming projects.
- c. Report by Finance Director Joe Duffy regarding current status of capital projects.
- d. Report by Public Works Director/Town Engineer regarding the status of the Memory Park bathrooms project.

6. CONSENT AGENDA

All those items listed below are considered to be routine and may be enacted by one motion. Any Councilmember may request to remove an item from the Consent Agenda to be considered and discussed separately.

- a. Consideration and possible action to approve the Financial Report for the nine months ending March 31, 2020. (Joe Duffy, Finance Director)
- b. Consideration and possible action to approve the March 24, 2020, regular meeting minutes. (Jami Lewis, Town Clerk)
- c. Consideration and possible action to approve the April 28, 2020, regular meeting minutes. (Jami Lewis, Town Clerk)

7. ACTION ITEMS

The Council may vote to recess the public meeting and hold an Executive Session on any item on this agenda pursuant to A.R.S. § 38-431.03(A)(3) for the purpose of discussion or consultation for legal advice with the Town Attorney. Executive sessions are not open to the public and no action may be taken in executive session.

- a. Public Hearing and consideration and possible action to recommend approval of an application from Agent Paula Teer Wopolsey for a new Series 12 (Restaurant) Liquor License for Essence Kitchen, located at 1021 N Highway 89 #104, Chino Valley. (JoAnn Brookins, Customer Services Manager)

Recommended Action:

- (i) Hold Public Hearing.
- (ii) Recommend approval for a new Series 12 Liquor License for Essence Kitchen.

- b. Public Hearing and consideration and possible action to recommend approval of an application from Annada Mysliwicz for a new Series 12 (Restaurant) Liquor License for The HitchinPost BBQ located at 1120 South State Route 89, Ste A, Chino Valley. (JoAnn Brookins, Customer Services Manager)

Recommended Action:

- (i) Hold Public Hearing.
 - (ii) Recommend approval for a new Series 12 Liquor License for HitchinPost BBQ.
- c. Presentation and discussion regarding the Preliminary Budget for the Fiscal Year Ending June 30, 2021. (Joe Duffy, Finance Director)

8. ADJOURNMENT

Dated this 7th day of May, 2020.

By: *Jami C. Lewis, Town Clerk*

The Town of Chino Valley endeavors to make all public meetings accessible to persons with disabilities. Please call 636-2646 (voice) or 711 (Telecommunications Arizona Relay Service) 48 hours prior to the meeting to request a reasonable accommodation to participate in this meeting.

Supporting documentation and staff reports furnished to the Council with this agenda are available for review on the Town website at <http://www.chinoaz.net/agendacenter> and in the Town Clerk's Office.

CERTIFICATION OF POSTING

The undersigned hereby certifies that a copy of this notice was duly posted at Chino Valley South Campus, Chino Valley Post Office, and Chino Valley North Campus in accordance with the statement filed by the Town Council with the Town Clerk.

Date: _____ Time: _____ By: _____
Jami C. Lewis, Town Clerk

MAY 12, 2020, COUNCIL MEETING COVID-19 ATTENDANCE PROCEDURE

The Chino Valley Town Council is committed to social distancing to slow the potential spread of COVID-19 Coronavirus or other communicable diseases, as well as continue to abide by the Open Meeting Laws.

Meeting Attendance Options

Video and telephonic attendance options for public only meetings are as follows:

1. Watch and listen on Cable Television Channel 57
2. Watch and listen by joining the Zoom Webinar on the internet using your computer or mobile device (instructions below)
3. Listen only by dialing in by phone to the Zoom Webinar (instructions below)

Call to the Public Participation

Submit your comments via email to clerks@chinoaz.net or drop off your typed or hand-written note in the Utility Payment Drop Box outside the Town Hall lobby, 202 N. State Route 89, *no later than* Tuesday, May 12 at 12:00 noon.

Remote Attendance

Join Zoom Webinar:

<http://uso2web.zoom.us/j/87665526058> (click on link or copy and paste into internet browser)

- Enter name and email address in pop up window
- Select option to dial in by phone (below) or using computer audio

Dial in using cell phone or landline:

iPhone one-tap :

US: +16699009128,,87665526058# or +12532158782,,87665526058#

Telephone:

US: 877 853 5247 (Toll Free) or 888 788 0099 (Toll Free)

Webinar ID: 876 6552 6058

International numbers available: <http://uso2web.zoom.us/j/87665526058>

To 'raise your hand' to speak:

- Enter *9
- When you hear the prompt "you are unmuted," state your name clearly (spell it if unusual) and town/city of residency.



TOWN OF CHINO VALLEY COUNCIL AGENDA ITEM STAFF REPORT

Town Council Regular Meeting

2. a.

Meeting Date: 05/12/2020
Contact Person: Joe Duffy, Finance Director
 Phone: 928-636-2646 x-1211
Department: Finance
Estimated length of Staff Presentation: 5 minutes
Physical location of item: N/A

AGENDA ITEM TITLE:

Presentation by Ron and Cheri Romley regarding funding for Yavapai Regional Transit. (Joe Duffy, Finance Director)

Attachments

YRT Request Letter



Yavapai Regional Transit, Inc.
 P.O.BOX 1157
 Chino Valley, Arizona 86323
 (928) 458-5885 Office
 (928) 636-3602 Dispatcher
YavapaiRegionalTransit.com
 A 501c (3) corporation

Mayor Darryl Croft
 202 N. State Route 89
 Chino Valley AZ.86323

April 20, 2020

Dear Mayor Croft

Yavapai Regional Transit (YRT) has been in operation serving the citizens of Chino Valley for the past 10 years. We are a 501c (3) non-profit. Our original vision for the town was to provide a means for Chino citizens to travel around the town, along with the Tri-city area when needed services were unavailable in Chino. We developed partnerships to support as many local businesses as we could through-out the years. YRT has grown over the years to where we currently transport between 10 to 15,000 passengers per year. Ironically 70% of our passengers live in Chino Valley. YRT has provided a service to the Chino residents that no other business in the Tri-City area has. We have steadfastly supported our local businesses. For example, last year we spent approximately \$60,000 at Bob's C.A.R. for bus maintenance, Pacific Pride for fuel \$33,000, Rent \$18,000, Tom's Print Shop \$4,700, CV Auto Spa bus washing \$6,200, Drivers Salaries \$187,000. The list of local vendors goes on. The monies that YRT spent within the Town of Chino Valley last year was approximately \$315,000.

As a recipient of a Federal 5311 Rural Grant program, YRT is required to pay a match for the money we use of about 30%. Last year's grant was approx. \$414,000, the 30% match equates to \$124,000. As a non Profit, this match money comes from donations, Tax Credits, Sponsorships, Grants, Yavapai County, Including Volunteer hours, but nothing sustainable. Last year we applied for 75 grants and won 3. YRT has a difficult time for future planning, not knowing if we will get a grant to keep us solvent.

The Town agreed to commit \$39,000/year, to the Transit Implementation Plan which puts a bus system in Prescott, PV & Chino Valley. YRT withdrew from the plan, because the Chino Valley residents ended up with reduced bus service for our citizens. Most of the bus operations would go to Prescott and Prescott Valley. With YRT's withdrawal, the town's obligation of \$39,000 was eliminated.

YRT is respectfully requesting \$35,000 each year from the town's budget to help support our local system. Our ridership has proven that this is a much needed and utilized service with a primary focus on the residents of Chino Valley.

Thank you for your consideration. Should you have additional questions, contact me at 928-710-9392

Ron Romley, Chairman of the Board

Doc/5311 Grants/town of CV1



TOWN OF CHINO VALLEY COUNCIL AGENDA ITEM STAFF REPORT

Town Council Regular Meeting

5. c.

Meeting Date: 05/12/2020
Contact Person: Joe Duffy, Finance Director
 Phone: 928-636-2646 x-1211
Department: Finance
Estimated length of Staff Presentation: 5 minutes
Physical location of item: N/A

AGENDA ITEM TITLE:

Report by Finance Director Joe Duffy regarding current status of capital projects.

Attachments

Capital Projects Update



Capital Projects Update

Fiscal Year 2020/2021

May 12, 2020

Town of Chino Valley			
Current Year Budget Items in Progress			
	Status		FY 2019/2020
Memory Park Restrooms			
Total Project	Signed Contract	\$ 281,580	
Paid to date		\$ (27,621)	
Balance			\$ 253,959
Water and Wastewater Building			
Total Project	Signed Contract	\$ 697,910	
Paid to date		\$ (53,042)	
Balance			\$ 644,868
Fleet Service Truck			
Mechanic Service Truck	Delivered 5/1/20		\$ 43,600
Roads - HURF			
Water Truck	Ordered		\$ 135,104
Scheduled to be manufactured			
Capital Improvement	Installation Started		
Town Signage Project	Contract Signed	\$ 144,000	
Paid to date	Deposit Paid	\$ (77,000)	
Balance			\$ 67,000
Police Department Design			
30% Design	RFQ Issued/Scored		\$ 148,057

Town of Chino Valley		
Fiscal Year 2020/2021 Capital Projects		
Description	Budgeted Capital Projects	Projects on Hold
Total General Fund	\$443,000	\$371,000
Total HURF Fund	\$1,045,000	\$535,000
Total Water Enterprise	\$54,000	\$30,000
Total Capital Improvement Fund	\$1,550,000	\$1,160,000
Total Sewer Enterprise Fund	\$1,073,000	\$595,000
Total Asset Replacement	\$140,000	\$140,000
Total Capital Projects	\$4,305,000	\$2,831,000



TOWN OF CHINO VALLEY COUNCIL AGENDA ITEM STAFF REPORT

Town Council Regular Meeting

6. a.

Meeting Date: 05/12/2020
Contact Person: Joe Duffy, Finance Director
 Phone: 928-636-2646 x-1211
Department: Finance
Item Type: Consent
Estimated length of staff presentation: None
Physical location of item: N/A

AGENDA ITEM TITLE:

Consideration and possible action to approve the Financial Report for the nine months ending March 31, 2020.

RECOMMENDED ACTION:

Approve Financial Report for the nine months ending March 31, 2020.

SITUATION AND ANALYSIS:

The Finance Department prepares Financial Reports for the Mayor, Council, Staff and Community.

Upon Council approval, the reports will be posted on the Town's website.

The report includes the following sections:

Revenue and Expense Summary - This section details the Revenues and Expenditures of each fund. Comparing the year to date figures to the current year's annual budget and the prior year's month to date figures.

Major Revenue Summary - This section details the year to date figures for the Town's eight major revenue sources that account for 75% of the Town's Revenue.

Other Information - This section details other pertinent financial and statistical information including the amount of Contingencies Fund that have been allocated this fiscal year and a debt summary.

The Finance Director will supplement these reports with periodic presentations and other information throughout the fiscal year.

Fiscal Impact

Fiscal Impact?: No

If Yes, Budget Code:

Available:

Funding Source:

Attachments

March 31, 2020 Report

Town of Chino Valley

Arizona

Financial Report



To The Town Council

For the Nine Months Ending March 31, 2020 75% of the Fiscal Year*

*** Tentative and Preliminary prior to annual audit**

Town of Chino Valley							
Revenue and Expense Summary							
For the Nine Months Ending March 31, 2020 75% of the Fiscal Year*							
				Actual vs Prior Year			
	Actual Year to Date FY 2018-19	Actual Year to Date FY 2019-20		Amount	% FY 2019-20/ FY 2018-19	Annual Budget FY 2019/20	% of Budget YTD
GENERAL FUND							
General Fund Revenues by Category							
Franchise Taxes	\$ 69,107	\$ 68,043		\$ (1,064)	-2%	\$ 128,000	53%
Tax Revenues	\$ 3,977,374	\$ 4,222,038		\$ 244,664	6%	\$ 5,148,000	82%
Licenses & Permits	\$ 338,463	\$ 361,318		\$ 22,855	7%	\$ 570,500	63%
Intergovernmental	\$ 2,643,509	\$ 2,846,218		\$ 202,709	8%	\$ 3,836,700	74%
Charges for Services	\$ 75,735	\$ 69,484		\$ (6,251)	-8%	\$ 122,500	57%
Fines and Forfeitures	\$ 106,466	\$ 92,919		\$ (13,547)	-13%	\$ 178,000	52%
Other Revenues	\$ 12,614	\$ 12,990		\$ 376	3%	\$ 4,500	289%
Contributions and Donations	\$ 431	\$ 1,828		\$ 1,397	324%	\$ 2,500	73%
Investment Earnings	\$ 86,711	\$ 90,390		\$ 3,679	4%	\$ 115,000	79%
Transfers In	\$ 300,000	\$ 300,000		\$ -	0%	\$ 400,000	75%
Total Revenues	\$ 7,610,410	\$ 8,065,228		\$ 454,818	6%	\$ 10,505,700	77%
Total revenues for the General Fund are up \$454,818 or 6% over the previous fiscal year. Total tax revenues are up 6% although construction sales tax is down 21%. Intergovernmental revenues are up 8% in line with budget projections.							

Town of Chino Valley						
Revenue and Expense Summary						
For the Nine Months Ending March 31, 2020 75% of the Fiscal Year*						
			Actual vs Prior Year			
	Actual Year to Date FY 2018-19	Actual Year to Date FY 2019-20	Amount	% FY 2019-20/ FY 2018-19	Annual Budget FY 2019/20	% of Budget YTD
General Fund Expenditures by Department						
Prosecutor	\$ 83,588	\$ 88,486	\$ 4,898	6%	\$ 126,200	70%
Town Clerk	\$ 139,971	\$ 147,422	\$ 7,451	5%	\$ 214,000	69%
Town Manager	\$ 259,927	\$ 325,245	\$ 65,318	25%	\$ 418,100	78%
Human Recourses	\$ 194,291	\$ 181,685	\$ (12,606)	-6%	\$ 258,200	70%
Municipal Court	\$ 199,275	\$ 212,345	\$ 13,070	7%	\$ 287,300	74%
Finance	\$ 299,152	\$ 342,219	\$ 43,067	14%	\$ 455,600	75%
Management Information Systems	\$ 173,756	\$ 200,402	\$ 26,646	15%	\$ 307,300	65%
Mayor and Council	\$ 34,177	\$ 32,038	\$ (2,139)	-6%	\$ 51,200	63%
Planning	\$ 140,415	\$ 146,618	\$ 6,203	4%	\$ 211,300	69%
Building Inspection	\$ 138,769	\$ 142,661	\$ 3,892	3%	\$ 198,400	72%
Code Enforcement		\$ 91,258	\$ 91,258		\$ 170,300	54%
Police	\$ 2,570,614	\$ 2,579,601	\$ 8,987	0%	\$ 3,531,700	73%
Animal Control	\$ 85,935	\$ 98,905	\$ 12,970	15%	\$ 158,100	63%
Recreation	\$ 82,232	\$ 128,025	\$ 45,793	56%	\$ 137,300	93%
Library	\$ 253,993	\$ 234,164	\$ (19,829)	-8%	\$ 375,200	62%
Senior Center	\$ 219,487	\$ 252,642	\$ 33,155	15%	\$ 354,600	71%
Parks Maintenance	\$ 370,070	\$ 465,320	\$ 95,250	26%	\$ 618,800	75%
Aquatic Center	\$ 120,062	\$ 116,975	\$ (3,087)	-3%	\$ 251,600	46%
Facilities Maintenance	\$ 286,452	\$ 282,312	\$ (4,140)	-1%	\$ 772,400	37%
Fleet Maintenance	\$ 203,684	\$ 162,110	\$ (41,574)	-20%	\$ 345,700	47%
Engineering	\$ 252,490	\$ 353,474	\$ 100,984	40%	\$ 438,300	81%
Customer Service	\$ 173,215	\$ 70,016	\$ (103,199)		\$ 89,800	78%
Non Departmental	\$ 540,618	\$ 713,979	\$ 173,361	32%	\$ 3,338,000	21%
Total Expenditures	\$ 6,822,173	\$ 7,367,902	\$ 545,729	8%	\$ 13,109,400	56%
Total Revenue Over (Under) Total Expenditures	\$ 788,237	\$ 697,326	\$ (90,911)		\$ (2,603,700)	
GENERAL FUND (Continued)						
Total General Fund Expenditures are up \$545,729 or 8% compared to last fiscal year. Each department should be under 75% of budget. Recreation is over 93% due to expense over runs for the Muddler and Pickle Ball Court. Code Enforcement was separated out of Customer Service this fiscal year. In total the General Fund Departments are at 56% through March 31, 2020.						

Town of Chino Valley						
Revenue and Expense Summary						
For the Nine Months Ending March 31, 2020 75% of the Fiscal Year*						
				Actual vs Prior Year		
	Actual Year to Date FY 2018-19	Actual Year to Date FY 2019-20	Amount	% FY 2019-20/ FY 2018-19	Annual Budget FY 2019/20	% of Budget YTD
HIGHWAY USER REVENUE FUND						
Total Revenues	\$ 833,960	\$ 1,088,689	\$ 254,729	31%	\$ 1,117,000	97%
Expenditures						
Road Maintenance	\$ 998,897	\$ 1,113,213	\$ 114,316	11%	\$ 1,417,500	79%
Total Revenue Over (Under) Total Expenditures	\$ (164,937)	\$ (24,524)	\$ 140,413		\$ (300,500)	
Total Hurf Fund Revenues are up 31% over the prior fiscal year due to a one time HURF distribution of \$197,802. Expenditures are up 11% compared to last fiscal year due to the timing of the this years road improvement program, however, we expect to be right on budget by the end of the fiscal year.						
WATER ENTERPRISE FUND						
Water Revenues	\$ 551,932	\$ 687,497	\$ 135,565		\$ 974,000	
Bond & Loan Proceeds	\$ -		\$ -		\$ 2,000,000	
Total Revenues	\$ 551,932	\$ 687,497	\$ 135,565	25%	\$ 2,974,000	23%
Expenditures						
Water Utility Operations	\$ 420,264	\$ 403,297	\$ (16,967)		\$ 846,400	
Debt Service/Reserve	\$ 9,906	\$ 18,813	\$ 8,907		\$ 67,800	
Water System Acquisition					\$ 2,000,000	
Total Expenditures	\$ 430,170	\$ 422,110	\$ (8,060)	-2%	\$ 2,914,200	14%
Total Revenue Over (Under) Total Expenditures	\$ 121,762	\$ 265,387	\$ 143,625		\$ 59,800	
Total Water Enterprise Fund Revenues are up 25% due to an 11% increase in water service fee revenue. Water Buyin fees are up by \$100,000 over last fiscal year. Total expenditures are down 2% this fiscal year compared to last fiscal year.						
SEWER ENTERPRISE FUND						
Total Revenue	\$ 1,624,391	\$ 1,570,292	\$ (54,099)	-3%	\$ 2,908,000	54%
Expenditures						
Sewer	\$ 607,982	\$ 487,810	\$ (120,172)		\$ 1,486,800	
Debt Service/Reserve/Capital	\$ 122,408	\$ 235,952	\$ 113,544		\$ 1,399,100	
Total Expenditures	\$ 730,390	\$ 723,762	\$ (6,628)	-1%	\$ 2,885,900	25%
Total Revenue Over (Under) Total Expenditures	\$ 894,001	\$ 846,530	\$ (47,471)		\$ 22,100	
Total Sewer Enterprise Fund Revenues are down 3% due to a 23% decrease in Sewer Buy In fees. Sewer Service fees are up 3% over last fiscal year. Total expenditures are down by 1% compared to last fiscal year.						

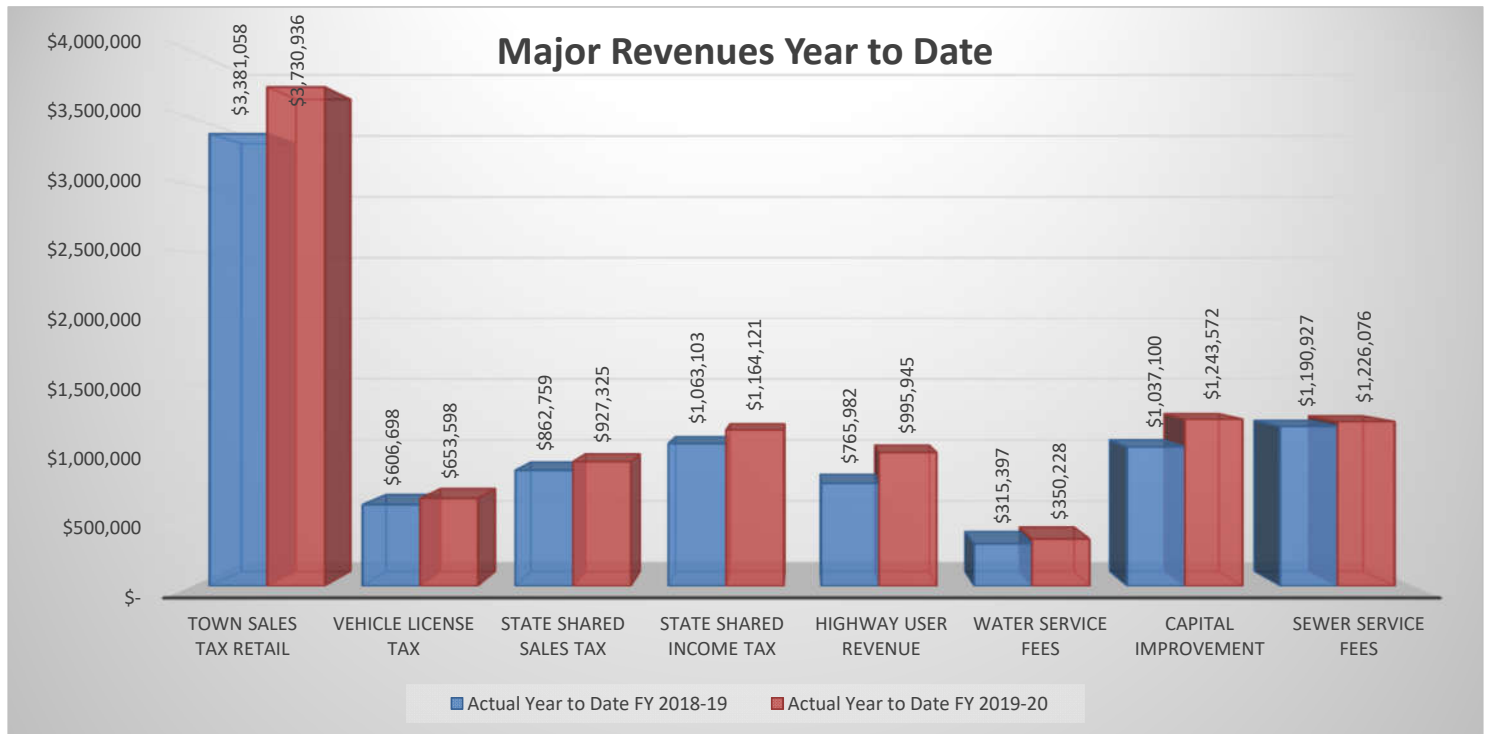
Town of Chino Valley						
Revenue and Expense Summary						
For the Nine Months Ending March 31, 2020 75% of the Fiscal Year*						
				Actual vs Prior Year		
	Actual Year to Date FY 2018-19	Actual Year to Date FY 2019-20	Amount	% FY 2019-20/ FY 2018-19	Annual Budget FY 2019/20	% of Budget YTD
CAPITAL IMPROVEMENT FUND						
Sales Tax Revenue	\$ 1,450,940	\$ 1,407,347			\$ 1,644,000	
Transfer From General Fund		\$ 322,950			\$ 2,000,000	
Misc Capital Project's	\$ 176,348				\$ 2,000,000	
Yavapai Drainage District					\$ 120,000	
Total Revenues	\$ 1,627,288	\$ 1,730,297	\$ 103,009	6%	\$ 5,764,000	30%
Yavapai Drainage District	\$ 155,018	\$ 4,735	\$ (150,283)		\$ 120,000	
Capital Improvements	\$ 753,231	\$ 620,763	\$ (132,468)		\$ 4,811,000	
Transfers	\$ 936,750	\$ 968,250	\$ 31,500		\$ 1,219,000	
Total Expenditures	\$ 1,689,981	\$ 1,589,013	\$ (100,968)	-6%	\$ 6,150,000	26%
Total Revenue Over (Under) Total Expenditures	\$ (62,693)	\$ 141,284	\$ 203,977		\$ (386,000)	
Capital Improvement Fund Tax Revenues are up 6% over last fiscal year. Sales tax revenue is up 13% and construction sales tax collections are down 21%. Expenditures are down 6%. Transfers are up in line with the amount budgeted this fiscal year.						

Town of Chino Valley						
Revenue and Expense Summary						
For the Nine Months Ending March 31, 2020 75% of the Fiscal Year*						
				Actual vs Prior Year		
	Actual Year to Date FY 2018-19	Actual Year to Date FY 2019-20	Amount	% FY 2019-20/ FY 2018-19	Annual Budget FY 2019/20	% of Budget YTD
OTHER MINOR FUNDS						
Other Minor Funds -Revenues						
CDBG Grant	\$ -	\$ 318,600	\$ 318,600		\$ 325,000	
Grants Fund	\$ 88,248	\$ 133,628	\$ 45,380		\$ 3,500,000	
Special Revenue Fund Court	\$ 22,762	\$ 21,547	\$ (1,215)		\$ 28,000	
Capital Asset Replacement	\$ 19,175	\$ 9,008	\$ (10,167)		\$ 14,000	
Special Revenue Fund PD	\$ 20,455	\$ 7,045	\$ (13,410)		\$ 55,000	
CVSLID Districts	\$ 1,932	\$ 3,901	\$ 1,969		\$ 4,000	
Total Revenues	\$ 152,572	\$ 493,729	\$ 341,157	224%	\$ 3,926,000	13%
CDBG Grant	\$ -	\$ 318,600	\$ 318,600		\$ 325,000	
Grants Funds	\$ 111,196	\$ 96,297	\$ (14,899)		\$ 3,500,000	
Special Revenue Fund - Court	\$ 33,746	\$ 15,278	\$ (18,468)		\$ 58,500	
Capital Replacement Fund	\$ 51,754	\$ 29,446	\$ (22,308)		\$ 60,000	
Special Revenue Fund PD	\$ 8,858	\$ 3,232	\$ (5,626)		\$ 55,000	
CVSLID Districts	\$ 2,953	\$ 2,842	\$ (111)		\$ 4,000	
Total Expenditures	\$ 208,507	\$ 465,695	\$ 257,188	123%	\$ 4,002,500	12%
Total Revenue Over (Under) Total Expenditures	\$ (55,935)	\$ 28,034	\$ 83,969		\$ (76,500)	
TOTAL ALL FUNDS						
Total Revenue All Funds	\$ 12,400,553	\$ 13,635,732	\$ 1,235,179	10%	\$ 27,194,700	50%
Total Expenditures All Funds	\$ 10,880,118	\$ 11,681,695	\$ 801,577	7%	\$ 30,479,500	38%
Total Revenue Over (Under) Total Expenditures All Funds	\$ 1,520,435	\$ 1,954,037	\$ 433,602		\$ (3,284,800)	
(1) Budget does not include carryover amounts from prior fiscal year.s						
(2) Year to date amounts include actual expenditures paid to date.						

Town of Chino Valley
Major Revenue Summary
For the Nine Months Ending March 31, 2020 75% of the Fiscal Year*

					Actual vs Prior Year	
	Actual Year to Date FY 2018-19	Annual Budget FY 2019-20	Actual Year to Date FY 2019-20	% of Budget YTD	Amount	%
Town Sales Tax Retail	\$ 3,381,058	\$ 4,590,000	\$ 3,730,936	81%	\$ 349,878	10%
Vehicle License Tax	\$ 606,698	\$ 862,000	\$ 653,598	76%	\$ 46,900	8%
State Shared Sales Tax	\$ 862,759	\$ 1,230,000	\$ 927,325	75%	\$ 64,566	7%
State Shared Income Tax	\$ 1,063,103	\$ 1,549,200	\$ 1,164,121	75%	\$ 101,018	10%
Highway User Revenue	\$ 765,982	\$ 1,010,000	\$ 995,945	99%	\$ 229,963	30%
Water Service Fees	\$ 315,397	\$ 485,000	\$ 350,228	72%	\$ 34,831	11%
Capital Improvement	\$ 1,037,100	\$ 1,468,000	\$ 1,243,572	85%	\$ 206,472	20%
Sewer Service Fees	\$ 1,190,927	\$ 1,644,000	\$ 1,226,076	75%	\$ 35,149	3%
Major Revenues Y.T.D.	\$ 9,223,024	\$ 12,838,200	\$ 10,291,801	80%	\$ 1,068,777	12%
Total Revenue All Funds	\$ 12,400,553	\$ 27,194,700	\$ 13,635,732	50%	\$ 1,235,179	10%
	74%	47%	75%			

The Major Revenues are up \$1,068,777 or 12% over the prior fiscal year. Highway User Revenue is up due to a one time payment of 197,802. Water Service Fees are up 11% and Sewer Service Fees are up 3%. Total combined revenue for all funds are up 10% or \$1,235,179 over last fiscal year.



Contingency Funds Budget					
For the Nine Months Ending March 31, 2020 75% of the Fiscal Year*					
	Actual Year to Date FY 2019-20	Annual Budget FY 2019-20			
General Fund Budget	\$ -	\$ 500,000			
Shooting Range	\$ 3,475				
ACO Building	\$ 10,000				
Automated Water System	\$ 38,956				
Memory Park Restrooms	\$ 40,000				
OHM Signage	\$ 35,000				
Senior Center Roof	\$ 28,227				
PSPRS Contribution					
General Fund Balance	\$ 155,658	\$ 500,000			
HURF Fund Budget	\$ -	\$ 60,000			
Water Fund Budget	\$ -	\$ 40,000			
Sewer Fund Budget	\$ -	\$ 75,000			
Total Contingency Fund	\$ -	\$ 675,000			
Town of Chino Valley					
Annual Debt Service Summary By Fund					
Fiscal Year Ended June 30, 2020					
Debt Issue	Date Issued	Original Amount	Outstanding Amount as of June 30, 2019	FY 2020 Principal	FY 2020 Interest
General Government					
National Bank GADA Refi	7/1/2016	\$ 3,346,000	\$ 2,717,000	\$ 320,000	\$ 46,354
US Bank Series 2010	12/15/2010	\$ 7,280,000	\$ 7,130,000	\$ 205,000	\$ 317,438
		\$ 10,626,000	\$ 9,847,000	\$ 525,000	\$ 363,792
Water Enterprise Fund					
US Bank Series 2010	12/15/2010	\$ 745,000	\$ 420,000	\$ 50,000	\$ 17,813
Sewer Enterprise Fund					
WIFA 2007	1/10/2007	\$ 1,580,000	\$ 765,617	\$ 86,841	\$ 18,721
WIFA 2008	1/11/2008	\$ 4,853,000	\$ 2,727,958	\$ 270,565	\$ 69,151
WIFA 2014	12/30/2014	\$ 2,963,671	\$ 2,461,363	\$ 131,950	\$ 46,821
WIFA 2015	11/23/2015	\$ 4,259,646	\$ 3,798,461	\$ 160,991	\$ 85,262
WIFA 2016	11/23/2015	\$ 50,354	\$ 20,457	\$ 10,175	\$ 108
WIFA 2017	2/27/2017	\$ 292,659	\$ 269,105	\$ 11,349	\$ 7,164
		\$ 13,999,330	\$ 10,042,961	\$ 671,871	\$ 227,227
Total Town of Chino Valley Debt		\$ 25,370,330	\$ 20,309,961	\$ 1,246,871	\$ 608,832



TOWN OF CHINO VALLEY COUNCIL AGENDA ITEM STAFF REPORT

Town Council Regular Meeting

6. b.

Meeting Date: 05/12/2020

Contact Person: Jami Lewis, Town Clerk
Phone: 928-636-2646 x-1208

Department: Town Clerk

Item Type:

AGENDA ITEM TITLE:

Consideration and possible action to approve the March 24, 2020, regular meeting minutes. (Jami Lewis, Town Clerk)

RECOMMENDED ACTION:

Approve the March 24, 2020, regular meeting minutes.

Attachments

03/24/2020 draft minutes

MINUTES OF THE REGULAR MEETING OF THE TOWN COUNCIL OF THE TOWN OF CHINO VALLEY

**TUESDAY, MARCH 24, 2020
6:00 P.M.**

The Town Council of the Town of Chino Valley met for a Regular Meeting in the Chino Valley Council Chambers, located at 202 N. State Route 89, Chino Valley, Arizona, on Tuesday, MARCH 24, 2020.

Present: Mayor Darryl Croft; Vice-Mayor Jack Miller; Councilmember Mike Best; Councilmember Cloyce Kelly; Councilmember Corey Mendoza; Councilmember Annie Perkins; Councilmember Lon Turner

Staff Present: Finance Director (Acting Town Manager) Joe Duffy; Town Attorney Andrew McGuire (remotely); Police Officer Fernando Silva (Sergeant-at-Arms); IT Manager Spencer Guest (videographer); Deputy Town Clerk Erin Deskins (recorder)

1) **CALL TO ORDER, PLEDGE OF ALLEGIANCE; ROLL CALL**

Mayor Croft explained the Council Agenda had been changed due to the Statewide mandate of social distancing from the COVID-19 pandemic.

2) **INTRODUCTIONS, PRESENTATIONS, AND PROCLAMATIONS**

a) **Proclamation supporting the Census 2020.**

Mayor Croft explained he would not be reading the proclamation, which stated the Town supported the 2020 Census. All members of the Council had read the proclamation, which was also available to the public on the Town Website.

3) ***CALL TO THE PUBLIC***

Call to the Public is an opportunity for the public to address the Council on any issue within the jurisdiction of the Council that is not on the agenda. Public comment is encouraged. Individuals are limited to speak for three (3) minutes. The total time for Call to the Public may be up to 30 minutes per meeting. Council action taken as a result of public comment will be limited to directing staff to study the matter, scheduling the matter for further consideration and decision at a later date, or responding to criticism.

4) ***RESPONSE TO THE PUBLIC***

Response to the Public is an opportunity for the Mayor to inform the public about how Town officials addressed matters raised during Call to the Public at a previous meeting.

5) *CURRENT EVENT SUMMARIES AND REPORTS*

This item is for information only. The Mayor, any Councilmember, or Town Manager may present a brief summary or report of current events. If listed below, there may also be a presentation on information requested by the Mayor and Council and questions may be answered. No action will be taken.

- a) Status reports by Mayor and Council regarding current events.
- b) Status report by Town Manager Cecilia Grittmann regarding Town accomplishments, and current or upcoming projects.

6) CONSENT AGENDA

All those items listed below are considered to be routine and may be enacted by one motion. Any Councilmember may request to remove an item from the Consent Agenda to be considered and discussed separately.

MOVED by Vice-Mayor Jack Miller, seconded by Councilmember Cloyce Kelly to approve the Consent Agenda, Items 6 a, b, and c as written.

AYE: Mayor Darryl Croft, Vice-Mayor Jack Miller, Councilmember Mike Best,
Councilmember Cloyce Kelly, Councilmember Corey Mendoza, Councilmember
Annie Perkins, Councilmember Lon Turner

7 - 0 PASSED - Unanimously

- a) Consideration and possible action to adopt Resolution No. 2020-1157, declaring a local emergency and coordinating emergency operations to mitigate the effects of the coronavirus on the Town. (Mayor Croft)
- b) Consideration and possible action to approve a Conditional Use Permit to allow the construction and placement of a freestanding electronic message center sign for Burger King. (Will Dingee, Assistant Planner)
- c) Consideration and possible action to approve the February 25, 2020, regular meeting minutes. (Jami Lewis, Town Clerk)

7) ACTION ITEMS

The Council may vote to recess the public meeting and hold an Executive Session on any item on this agenda pursuant to A.R.S. § 38-431.03(A)(3) for the purpose of discussion or consultation for legal advice with the Town Attorney. Executive sessions are not open to the public and no action may be taken in executive session.

- a) Public Hearing regarding Resolution No.2020-1153 proposing an alternative expenditure limitation and referring it to the voters of the Town of Chino Valley. (Joe Duffy, Finance Director)

Recommended Action: Hold Public Hearing.

Mr. Duffy presented the following:

- There would be an alternate expenditure limitation election on August 4, 2020.
- This was done by the Town every four years.
- The alternate expenditure limitation would decide whether the Town would use the State formula that limited what the Town could spend or if Town Council could determine how much they could spend.
- In 1980 the Arizona voters approved the Constitutional Amendment that prescribed an expenditure limitation for each county, city, town and community college district. The purpose of which was to control expenditures and limit future increases in spending.
- The Town was under the State imposed expenditure limitation until 1985, when the citizens of Town voted to approve the Alternate Expenditure Limitation or Home Rule Option. The Town's citizens have continued to vote for the Home Rule Option every four years since the first vote.
- The current option expires June 2021.
- There were three main options for the expenditure limitation:
 - State Limit
 - Permanent Base Adjustment, which allows the Town to permanently change the State's amount that is used to calculate the expenditure limit. The Arizona League of Cities and Towns was recommending this option be used and several cities were now using that option. The Town should consider this option in the future.
 - Home Rule (Recommended Option) allows the Town to set its expenditure limitation based upon the projected revenues and expenses each budget year. The town has operated under "Home Rule" since 1985.
- Currently, 19 cities were using the State Limit option, 33 were using the Permanent Base Adjustment, and 45 were using the Home Rule option.
- Staff reviewed the formula used for the State Imposed Expenditure. This formula did not work for Town because when it was originally implemented, the Town was very small. This option did not account for the growth of Town, which resulted in 58% of the Town's revenue being unusable for expenditures on infrastructure and services.
- Under the Home Rule option, there was \$23 million the Town could use for things like water and sewer, debt service, public safety and general government services.
- The ballot measure would be asking voters who they wanted to control the Town's future, the State or the Town. A yes vote would allow the Town to set the spending cap based on actual revenue and a no vote would require the Town to set its spending cap based on the State formula for two years before it could be voted on again.
- Information was available through the Town's website, brochures and Town mailer. There was a video podcast on the website and the Cable Channel 57.

MOVED by Vice-Mayor Jack Miller, seconded by Councilmember Mike Best To open the public hearing to Resolution No.2020-1153.

AYE: Mayor Darryl Croft, Vice-Mayor Jack Miller, Councilmember Mike Best, Councilmember Cloyce Kelly, Councilmember Corey Mendoza, Councilmember Annie Perkins, Councilmember Lon Turner

7 - 0 PASSED - Unanimously

Staff gave directions to the public members listening by phone on how to make a public statement.

No one from the public spoke.

MOVED by Vice-Mayor Jack Miller, seconded by Councilmember Cloyce Kelly to close the public hearing.

AYE: Mayor Darryl Croft, Vice-Mayor Jack Miller, Councilmember Mike Best, Councilmember Cloyce Kelly, Councilmember Corey Mendoza, Councilmember Annie Perkins, Councilmember Lon Turner

7 - 0 PASSED - Unanimously

Pursuant to state law, Council will recess the Regular Meeting and hold a Special Meeting to vote on the proposed Alteration Expenditure Limitation Resolution.

Mayor Croft recessed the regular meeting at 6:12 p.m.

MOVED by Vice-Mayor Jack Miller, seconded by Councilmember Cloyce Kelly to recess the regular meeting and go into a Special Meeting.

AYE: Mayor Darryl Croft, Vice-Mayor Jack Miller, Councilmember Mike Best, Councilmember Cloyce Kelly, Councilmember Corey Mendoza, Councilmember Annie Perkins, Councilmember Lon Turner

7 - 0 PASSED - Unanimously

**SPECIAL MEETING
TUESDAY, MARCH 24, 2019
6:00 P.M.**

**Council Chambers
202 N. State Route 89
Chino Valley, Arizona**

AGENDA

1) CALL TO ORDER; ROLL CALL

Mayor Croft called the meeting to order at 6:12 p.m.

2) Consideration and possible action to adopt Resolution No. 2020-1153, proposing an alternative expenditure limitation and referring the matter to the voters of Chino Valley on the August 4, 2020, primary election ballot. (Joe Duffy, Finance Director)

Recommended Action: Adopt Resolution No. 2020-1153, proposing an alternative expenditure limitation and referring the matter to the voters of Chino Valley on the August 4, 2020, primary election ballot.

MOVED by Vice-Mayor Jack Miller, seconded by Councilmember Cloyce Kelly to adopt Resolution No. 2020-1153, proposing an alternative expenditure limitation and referring the matter to the voters of Chino Valley on the August 4, 2020, primary election ballot.

AYE: Mayor Darryl Croft, Vice-Mayor Jack Miller, Councilmember Mike Best,
Councilmember Cloyce Kelly, Councilmember Corey Mendoza, Councilmember
Annie Perkins, Councilmember Lon Turner

7 - 0 PASSED - Unanimously

3) ADJOURNMENT

MOVED by Vice-Mayor Jack Miller, seconded by Councilmember Cloyce Kelly to adjourn the Special meeting and resume Regular Meeting.

AYE: Mayor Darryl Croft, Vice-Mayor Jack Miller, Councilmember Mike Best,
Councilmember Cloyce Kelly, Councilmember Corey Mendoza, Councilmember
Annie Perkins, Councilmember Lon Turner

7 - 0 PASSED - Unanimously

REGULAR MEETING RESUMED

Mayor Croft reconvened the regular meeting at 6:13 p.m.

After the Special Meeting, Council will reconvene the Regular Meeting.

7) ACTION ITEMS RESUMED

- b)** Consideration and possible action to adopt Resolution No. 2020-1156, approving a Call of Election for Fall 2020, designating election date, purpose of election, deadline for voter registration, and location and deadline for candidates to file nomination papers.(Jami Lewis, Town Clerk)

Recommended Action: Adopt Resolution No. 2020-1156, approving a Call of Election for Fall 2020.

MOVED by Vice-Mayor Jack Miller, seconded by Councilmember Cloyce Kelly to adopt Resolution No. 2020-1156, approving a Call of Election for Fall 2020.

AYE: Mayor Darryl Croft, Vice-Mayor Jack Miller, Councilmember Mike Best,
Councilmember Cloyce Kelly, Councilmember Corey Mendoza, Councilmember
Annie Perkins, Councilmember Lon Turner

7 - 0 PASSED - Unanimously

8) EXECUTIVE SESSION

Council may vote to recess the Regular Meeting and hold an executive session, which will not be open to the public, for the following purposes.

9) ACTION ITEMS RESUMED

After the Executive Session, Council will reconvene the Regular Meeting.

10) ADJOURNMENT

MOVED by Councilmember Lon Turner, seconded by Vice-Mayor Jack Miller to adjourn the meeting at 6:16 p.m.

AYE: Mayor Darryl Croft, Vice-Mayor Jack Miller, Councilmember Mike Best, Councilmember Cloyce Kelly, Councilmember Corey Mendoza, Councilmember Annie Perkins, Councilmember Lon Turner

7 - 0 PASSED - Unanimously

Darryl L. Croft, Mayor

ATTEST:

Jami C. Lewis, Town Clerk

CERTIFICATION:

I hereby certify that the foregoing minutes are a true and correct copy of the minutes of the Regular Meeting of the Town Council of the Town of Chino Valley, Arizona held on the 24th day of March, 2020. I further certify that the meeting was duly called and held and that a quorum was present.

Dated this 12th day of May, 2020.

Jami C. Lewis, Town Clerk

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TOWN OF CHINO VALLEY COUNCIL AGENDA ITEM STAFF REPORT

Town Council Regular Meeting

6. c.

Meeting Date: 05/12/2020

Contact Person: Jami Lewis, Town Clerk
Phone: 928-636-2646 x-1208

Department: Town Clerk

Item Type:

AGENDA ITEM TITLE:

Consideration and possible action to approve the April 28, 2020, regular meeting minutes. (Jami Lewis, Town Clerk)

RECOMMENDED ACTION:

Approve the April 28, 2020, regular meeting minutes.

Attachments

04/28/2020 draft minutes

DRAFT

MINUTES OF THE REGULAR MEETING OF THE TOWN COUNCIL OF THE TOWN OF CHINO VALLEY

**TUESDAY, APRIL 28, 2020
6:00 P.M.**

The Town Council of the Town of Chino Valley met for a Regular Meeting in the Chino Valley Council Chambers, located at 202 N. State Route 89, Chino Valley, Arizona, on Tuesday, April 28, 2020.

Present: Mayor Darryl Croft; Vice-Mayor Jack Miller; Councilmember Mike Best; Councilmember Cloyce Kelly; Councilmember Corey Mendoza; Councilmember Annie Perkins; Councilmember Lon Turner

Staff Present: Town Manager Cecilia Grittmann; Town Attorney Andrew McGuire (remotely); Finance Director Joe Duffy; Human Resources Director Laura Kyriakakis (remotely); Public Works Director/Town Engineer Frank Marbury; Development Services Director Joshua Cook; Assistant Community Services Director Cyndi Thomas; IT Manager Spencer Guest (videographer); Town Clerk Jami Lewis (recorder)

1) CALL TO ORDER, PLEDGE OF ALLEGIANCE; ROLL CALL

Mayor Croft called the meeting to order at 6:00 p.m. and led the Pledge of Allegiance. He thanked staff keeping the Town going during the pandemic crisis.

2) INTRODUCTIONS, PRESENTATIONS, AND PROCLAMATIONS

3) CALL TO THE PUBLIC

Call to the Public is an opportunity for the public to address the Council on any issue within the jurisdiction of the Council that is not on the agenda. Public comment is encouraged. Individuals are limited to speak for three (3) minutes. The total time for Call to the Public may be up to 30 minutes per meeting. Council action taken as a result of public comment will be limited to directing staff to study the matter, scheduling the matter for further consideration and decision at a later date, or responding to criticism.

Town Manager Cecilia Grittmann read the emailed comment received from Mark Anthony with B Organic Farms, who requested a 150 day waiver from the prohibition on living in travel trailers for a couple who would help to grow an additional 25,000 pounds of food over the upcoming five-month period. The question would be addressed at the next meeting.

4) RESPONSE TO THE PUBLIC

Response to the Public is an opportunity for the Mayor to inform the public about how Town officials addressed matters raised during Call to the Public at a previous meeting.

- a) Questions regarding overnight parking regulations in subdivisions.

Mayor Croft reported that staff was able to communicate with the concerned citizen about the enforcement of CC&Rs within a subdivision, and the citizen was satisfied with the information and no further comment was required.

5) **CURRENT EVENT SUMMARIES AND REPORTS**

This item is for information only. The Mayor, any Councilmember, or Town Manager may present a brief summary or report of current events. If listed below, there may also be a presentation on information requested by the Mayor and Council and questions may be answered. No action will be taken.

- a) Status reports by Mayor and Council regarding current events.
- b) Update by Mayor Croft regarding the coronavirus pandemic.

Mayor Croft reported on the latest Yavapai Community Health Services report that stated there were 78 active cases of COVID-19 in Yavapai County with two deaths and seven recoveries. Cases were continuing to grow daily through communities and affected all ages. The Town of Chino Valley was committed to following the guidelines established by the President, CDC, Governor, and Yavapai County Health Services. The Mayor encouraged community members to practice social distancing, wear protective clothing and stay at home as much as possible. The Town was opened for business with limited close contact between staff and citizens. Further information was available through the Town website, Facebook, Channel 57 and by phone. Financial support for businesses was available from State and Federal programs through the small business administration. The Town Council would be meeting on schedule with appropriate physical distancing and accepting comments and concerns through the Call to the Public portion of the Agenda. The Mayor explained that he estimated the Town would be back to normal in a step by step, week by week, and month by month process that would begin when the number of COVID-19 cases had decreased to a level that was safe to return to business activity while practicing safety measures that controlled further spread of the virus.

- c) Status report by Town Manager Cecilia Grittmann regarding Town accomplishments, and current or upcoming projects.

Ms. Grittmann thanked the Council for allowing her time off for medical reasons. Shortly after she took time off, the COVID-19 virus became a serious issue. She recognized and acknowledged Finance Director Joe Duffy who acted as Interim Manager, Matt Santos, Laura Kyriakakis, Spencer Guest, and Town departments for their response and actions during an unprecedented time. The Town was looking at bringing staff back in full force incrementally and department by department dependent on interaction with the public and necessary safe space. Town staff and Councilmembers would have to make decisions on upcoming events including the Fourth of July and the 50th Anniversary Celebration. There had been requests to open the pickle ball courts, but because of the similarity to tennis courts and the Governors executive order to shut down tennis courts, the Town would follow his order until it was updated. Public Body meetings would slowly be scheduled as appropriate.

Mayor Croft added he supported the Manager's statement and the performance of staff members.

- d) Status update on the August 4, 2020, Primary Election pertaining to candidates, Home Rule ballot measure, and Yavapai County Elections/Voter Registration news. (Jami Lewis, Town Clerk)

Ms. Lewis reported on the following information that had been posted to the Town's election webpages regarding the August 4 primary election:

- A list of candidates on the ballot was on the Regular (Candidate) Election webpage.
- Write-In Candidates could still file until June 25, 2020, and information was on the Candidates page.
- Proposition 450, regarding the Home Rule Expenditure Limitation, was on the Ballot Measures page as well as guidelines for submitting a pro/con statement. Anyone wanting to submit a pro/con statement had until May 6.

Yavapai County and Town release regarding COVID-19 restrictions and elections were posted on the Home Page under News Flash.

6) **CONSENT AGENDA**

All those items listed below are considered to be routine and may be enacted by one motion. Any Councilmember may request to remove an item from the Consent Agenda to be considered and discussed separately.

MOVED by Vice-Mayor Jack Miller, seconded by Councilmember Mike Best to approve consent agenda items (a) and (b).

AYE: Mayor Darryl Croft, Vice-Mayor Jack Miller, Councilmember Mike Best, Councilmember Cloyce Kelly, Councilmember Corey Mendoza, Councilmember Annie Perkins, Councilmember Lon Turner

7 - 0 PASSED - Unanimously

- a) Consideration and possible action to adopt Resolution No. 2020-1158, designating Joe Duffy as Chief Fiscal Officer for officially submitting the Fiscal Year 2020 Expenditure Limitation Report to the Arizona Auditor General. (Joe Duffy, Finance Director)
- b) Consideration and possible action to approve the March 10, 2020, regular meeting minutes. (Jami Lewis, Town Clerk)

7) **ACTION ITEMS**

The Council may vote to recess the public meeting and hold an Executive Session on any item on this agenda pursuant to A.R.S. § 38-431.03(A)(3) for the purpose of discussion or consultation for legal advice with the Town Attorney. Executive sessions are not open to the public and no action may be taken in executive session.

- a) Presentation and possible discussion regarding the proposed budget for Fiscal Year 2020/2021. (Joe Duffy, Finance Director)

Mr. Duffy presented the following:

- Staff had met with all the Department Heads and had come up with a list of projects.
- They had a balanced budget in place, but with the COVID-19, staff had taken some extra steps to reduce expenses: Money would only be spent on essential items; departments had reduced operating expenses by \$170,000 and \$2.3 million in capital expenses; all capital expenditures had been suspended; and a temporary hold was put on any new position hires—there were currently two vacancies that would not be filled. The effect and timing of the pandemic on the Town's revenues was unknown.
- Council had to determine if the Aquatic Center would be open.
- Staff recommended that all merit increases be deferred until January 2021 instead of July 1. There would still be a 1% cost of living increase on July 1, 2020.
- To date there was no current effect on revenues, which had actually gone up through the month of March. Unfortunately, the total impact would not be known until later. The state revenue shares would take a hit. The urban revenue sharing, which was two fiscal years behind and based on shared income taxes for the state, would also take a hit in the future. State shared sales tax, vehicle license tax, and highway user revenue funds would also have a negative hit on the Town's budget.
- The reserve provided a healthy rainy-day fund to the Town.
- Staff will track the Town's top five revenues and report the results to Council. Those revenues included monthly sales tax, construction sales tax, state shared sales tax, vehicle license sales tax, and HURF.
- Any capital projects that were in the process for the current fiscal year were still ongoing. Any project that was previously approved by Council would need to come back to Council if they wanted to cancel it. Staff could provide a report on any items or contracts approved but not yet delivered for Council consideration.
- The month of May was when Council and staff reviewed and revised the budget, with Council adopting the final budget on June 23.

Staff and Council discussed the following regarding the Aquatic Center:

- Staff was neutral on the subject of whether the aquatic center should be open. Assistant Community Services Director Cyndi Thomas provided a couple of proposals to cover the possibilities if the Center were to open. All proposals had challenges with staff and training.
- Interviews typically took place in March and no one had been interviewed to date. There had been 30 applicants and only 16 were still interested, with six of those people previously trained. Proposal C mirrored how the Center was run the previous year and would take 19 lifeguards, which would require further recruiting.
- It would take a minimum of six to seven weeks to be prepared to open the Center for a nine-week season. Staff could currently not be trained because of social distancing requirements. Additionally, the pool had not undergone summer maintenance and it was not ready to have staff trained. A neighboring pool would need to be used, but there were not any available.
- Staff reviewed the summer maintenance and training process.
- Several Councilmembers expressed the need for the pool to be open for the community children. They presented COVID-19 transmission information in relation to swimming. It was suggested that extra staff members could ensure showers were taken and appropriate cleaning maintenance was done.
- Staff requested leeway on the opening date so proper training could be accomplished. The cost to train staff and prep the pool would be between \$8,000-\$10,000. Council Members thought it would be worth prepping in hopes of opening the pool. Staff

- explained that Option B offered the most bang for the buck
- Council discussed the risk factor of opening up the pool with so many unknowns about the virus. Staff thought it was possible that parents would not want their children working at the pool during the pandemic. They were also having a difficult time finding proper personal protective equipment (PPE) and disinfectant supplies. Rendering first aid without the proper PPE should be a factor to consider. There might be enough supplies left from the previous year to use for the current year.
- CDC and local health agencies may have proper guidelines to follow.

Five councilmembers supported opening the pool if approved by the Governor, Vice-Mayor Miller was undecided, and Mayor Croft opposed it. Option B was the preferred proposal for operation.

- b) Consideration and possible action to approve Intergovernmental Agreement between the Town of Chino Valley and the City of Prescott related to commercial water service in the Town of Chino Valley. (Cecilia Grittmann, Town Manager)

Recommended Action: Approve the Intergovernmental Agreement between the Town of Chino Valley and the City of Prescott related to commercial water service in the Town of Chino Valley.

Manager Grittmann presented the following:

- The City of Prescott met to discuss the water history between the two municipalities and the Intergovernmental Agreement.
- There were two small non substantive changes to the agreement.
- The Prescott Council voted 6-1 in favor of entering into the agreement with the dissent from Prescott City Council Member Cathey Rusing.

MOVED by Vice-Mayor Jack Miller, seconded by Councilmember Mike Best to adopt Resolution 2020-1166 to approve the Intergovernmental Agreement between the Town of Chino Valley and the City of Prescott related to commercial water service in the Town of Chino Valley.

AYE: Mayor Darryl Croft, Vice-Mayor Jack Miller, Councilmember Mike Best, Councilmember Cloyce Kelly, Councilmember Corey Mendoza, Councilmember Annie Perkins, Councilmember Lon Turner

7 - 0 PASSED - Unanimously

8) **ADJOURNMENT**

MOVED by Councilmember Lon Turner, seconded by Councilmember Cloyce Kelly to adjourn the meeting at 6:57 p.m.

AYE: Mayor Darryl Croft, Vice-Mayor Jack Miller, Councilmember Mike Best, Councilmember Cloyce Kelly, Councilmember Corey Mendoza, Councilmember Annie Perkins, Councilmember Lon Turner

7 - 0 PASSED - Unanimously

Darryl L. Croft, Mayor

ATTEST:

Jami C. Lewis, Town Clerk

CERTIFICATION:

I hereby certify that the foregoing minutes are a true and correct copy of the minutes of the Regular Meeting of the Town Council of the Town of Chino Valley, Arizona held on the 28th day of April, 2020. I further certify that the meeting was duly called and held and that a quorum was present.

Dated this 12th day of May, 2020.

Jami C. Lewis, Town Clerk

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TOWN OF CHINO VALLEY COUNCIL AGENDA ITEM STAFF REPORT

Town Council Regular Meeting

7. a.

Meeting Date: 05/12/2020
Contact Person: JoAnn Brookins, Customer Service Supervisor
 Phone: 928-626-4427 x-1216
Department: Customer Service
Item Type: Action
Estimated length of staff presentation: 5 minutes
Physical location of item: 1021 N State Route 89, Chino Valley

AGENDA ITEM TITLE:

Public Hearing and consideration and possible action to recommend approval of an application from Agent Paula Teer Wopalsey for a new Series 12 (Restaurant) Liquor License for Essence Kitchen, located at 1021 N Highway 89 #104, Chino Valley.

RECOMMENDED ACTION:

- (i) Hold Public Hearing.
- (ii) Recommend approval for a new Series 12 Liquor License for Essence Kitchen.

SITUATION AND ANALYSIS:

A.R.S. § 4-201 provides that a person desiring a new or amended liquor license shall apply with the State Liquor Board. Upon receipt of such application, the State forwards the application to the local governing body (Council), which is tasked with making a recommendation to the Board for granting or denying the license. The local governing body may also vote to make no recommendation should they prefer that approval or denial be up to the State. A recommendation for disapproval requires a statement of the specific reasons containing a summary of the testimony or other evidence supporting the recommendation for disapproval. The attached Arizona Administrative Code, Rule R19-1-702 provides guidelines for determining whether to grant a license for a certain location.

Upon reviewing the material provided by the Department of Liquor Licenses and Control, and conducting a public hearing, the Council may recommended that the state liquor board grant or deny the license, or vote to make no recommendation.

Paula Teer Woolsey has applied with the state for a new Series 12 (Restaurant) Liquor License. This non-transferable, on-sale retail privileges liquor license allows the holder of a restaurant license to sell and serve all types of spirituous liquor solely for consumption on the premises of an establishment which derives at least forty percent (40%) of its gross revenue from the sale of food. Failure to meet the 40% food requirement may result in revocation of the license.

The Police and Planning Departments reviewed the application and recommended approval with no comments. Staff posted the establishment with the necessary notices to meet the required 20-day period

from April 22, 2020, through May 13, 2020. As of the date of this report, staff has not received any written arguments in favor of or in opposition to the application.

Fiscal Impact

Fiscal Impact?: none

If Yes, Budget Code: none

Available: none

Funding Source:

Attachments

Application

Acceptable Reasons to Protest

Guidelines for Granting License

State of Arizona
Department of Liquor Licenses and Control

Created 03/13/2020 @ 09:01:01 AM

Local Governing Body Report

LICENSE

Number:		Type:	012 RESTAURANT
Name:	ESSENCE KITCHEN +BAR		
State:	Pending		
Issue Date:		Expiration Date:	
Original Issue Date:			
Location:	1021 N US HIGHWAY 89 #104 CHINO VALLEY, AZ 86323 USA		
Mailing Address:	PO BOX 2564 COTTONWOOD, AZ 86326 USA		
Phone:	(928)593-9694		
Alt. Phone:			
Email:	PWOOSLEY@INSTRUCTOR.YC.EDU		

AGENT

Name:	PAULA TEER WOOLSEY
Gender:	Female
Correspondence Address:	ATTN PAULA WOOLSEY PO BOX 2564 COTTONWOOD, AZ 86326 USA
Phone:	(928)593-9694
Alt. Phone:	
Email:	PWOOSLEY@INSTRUCTOR.YC.EDU

OWNER

Name:	ITP HOSPITALITY GROUP INC		
Contact Name:	PAULA TEER WOOLSEY		
Type:	CORPORATION		
AZ CC File Number:		State of Incorporation:	
Incorporation Date:			
Correspondence Address:	PO BOX 2564 COTTONWOOD, AZ 86326 USA		
Phone:	(928)593-9694		
Alt. Phone:			
Email:	PWOOLSEY@INSTRUCTOR.YC.EDU		

Officers / Stockholders

Name:	Title:	% Interest:
JULIA LYNN AMMONS	Secretary	50.00
JASON MICHAEL KRUPP	President	50.00

ITP HOSPITALITY GROUP INC - Secretary

Name: JULIA LYNN AMMONS
 Gender: Female
 Correspondence Address: 1485 ESSEX WAY
 CHINO VALLEY, AZ 86323
 USA
 Phone: (310)351-6966
 Alt. Phone:
 Email: AMMONSJULIA@YAHOO.COM

ITP HOSPITALITY GROUP INC - President

Name: JASON MICHAEL KRUPP
 Gender: Male
 Correspondence Address: 1485 ESSEX WAY
 CHINO VALLEY, AZ 86323
 USA
 Phone: (949)795-2605
 Alt. Phone:
 Email: JASONSJEWEL2112@GMAIL.COM

APPLICATION INFORMATION

Application Number: 95281
 Application Type: New Application
 Created Date: 01/24/2020 *Selena*

QUESTIONS & ANSWERS

012 Restaurant

- 1) If you intend to operate the business while your application is pending you will need an interim permit pursuant to A.R.S. §4-203.01. Would you like to apply for an Interim Permit?
 If yes, after completing this application, please go back to your Licensing screen, under New License Application choose "Interim Permit" from the drop-down window.
 No
- 2) Have you submitted a questionnaire? Each person listed must submit a questionnaire and mail in a fingerprint card along with a \$22. processing fee per card.
 Yes
- 5) Are you a tenant? (A person who holds the lease of a property; a lessee)
 Yes
 A Document of type LEASE is required.
- 6) Is there a penalty if lease is not fulfilled?
 Yes
 What is the penalty?
 Termination of Lease

- 7) Are you a sub-tenant? (A person who holds a lease which was given to another person (tenant) for all or part of a property)
No
- 8) Are you the owner?
No
- 9) Are you a purchaser?
No
- 10) Are you a management company?
No
- 11) Is the Business located within the incorporated limits of the city or town of which it is located?
Yes
- 12) What is the total money borrowed for the business not including the lease?
Please list lenders/people owed money for the business.
self funded \$0 monies borrowed
- 13) Have you provided a diagram of your premises?
Yes
- 14) Is there a drive through window on the premises?
No
- 15) If there is a patio please indicate contiguous or non-contiguous within 30 feet.
na
- 16) Is your licensed premises now closed due to construction, renovation or redesign or rebuild?
Yes
If yes, what is your estimated completion date?
May 1, 2020
- 17) Have you provided a Restaurant Operation Plan form?
Yes
- 18) Have you provided a Records Required for Audit form?
Yes

DOCUMENTS

DOCUMENT TYPE	FILE NAME	UPLOADED DATE
QUESTIONNAIRE	Jason M Krupp questionnaire.pdf	02/13/2020
QUESTIONNAIRE	Julia Lynn Ammons Questionnaire.pdf	02/13/2020
DIAGRAM/FLOOR PLAN	Essence Resturant Diagram.pdf	02/13/2020
RESTAURANT OPERATION PLAN	Essence Resturant Operation Plan.pdf	02/13/2020
RECORDS REQUIRED FOR AUDIT	records required for audit essence.pdf	02/13/2020
MENU	Essence Dinner Menu.pdf	02/13/2020
MENU	Essence Lunch Menu.pdf	02/13/2020
MENU	Essence Kids Menu.pdf	02/13/2020
LEASE	CVIMKT - Final ITP Hospitality Group Inc. Lease 12-9-19 (003) (1) (1).pdf	02/19/2020

Type of Application		Acceptable Protest
1	New License	May Protest Person and Location
2	Person Transfer	May Protest "ONLY" Person
3	Location Transfer	May Protest "ONLY" Location
4	Location and Person Transfer	May Protest Person and/or Location

Types of Liquor License Applications and Acceptable Reasons to Protest



**Arizona Laws and Regulations Relating to
Granting a Liquor License for a Certain Location
(pursuant to Arizona Revised Statute §4-201(I))**

R19-1-702. Determining Whether to Grant a License for a Certain Location

- A. To determine whether public convenience requires and the best interest of the community will be substantially served by issuing or transferring a license at a particular unlicensed location, local governing authorities and the Board may consider the following criteria:
1. Petitions and testimony from individuals who favor or oppose issuance of a license and who reside in, own, or lease property within one mile of the proposed premises;
 2. Number and types of licenses within one mile of the proposed premises;
 3. Evidence that all necessary licenses and permits for which the applicant is eligible at the time of application have been obtained from the state and all other governing bodies;
 4. Residential and commercial population of the community and its likelihood of increasing, decreasing, or remaining static;
 5. Residential and commercial population density within one mile of the proposed premises;
 6. Evidence concerning the nature of the proposed business, its potential market, and its likely customers;
 7. Effect on vehicular traffic within one mile of the proposed premises;
 8. Compatibility of the proposed business with other activity within one mile of the proposed premises;
 9. Effect or impact on the activities of businesses or the residential neighborhood that might be affected by granting a license at the proposed premises;
 10. History for the past five years of liquor violations and reported criminal activity at the proposed premises provided that the applicant received a detailed report of the violations and criminal activity at least 20 days before the hearing by the Board;
 11. Comparison of the hours of operation at the proposed premises to the hours of operation of existing businesses within one mile of the proposed premises; and
 12. Proximity of the proposed premises to licensed childcare facilities as defined by A.R.S. § 36-881.
- B. This Section is authorized by A.R.S. § 4-201(I).

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TOWN OF CHINO VALLEY COUNCIL AGENDA ITEM STAFF REPORT

Town Council Regular Meeting

7. b.

Meeting Date: 05/12/2020
Contact Person: JoAnn Brookins, Customer Service Supervisor
 Phone: 928-626-4427 x-1216
Department: Customer Service
Item Type: Action-Presentation
Estimated length of staff presentation: 5 minutes
Physical location of item: 1120 S. State Route 89 - Hitchin Post BBQ

AGENDA ITEM TITLE:

Public Hearing and consideration and possible action to recommend approval of an application from Annada Mysliwec for a new Series 12 (Restaurant) Liquor License for The HitchinPost BBQ located at 1120 South State Route 89, Ste A, Chino Valley.

RECOMMENDED ACTION:

- (i) Hold Public Hearing.
- (ii) Recommend approval for a new Series 12 Liquor License for HitchinPost BBQ.

SITUATION AND ANALYSIS:

A.R.S. § 4-201 provides that a person desiring a new or amended liquor license shall apply with the State Liquor Board. Upon receipt of such application, the State forwards the application to the local governing body (Council), which is tasked with making a recommendation to the Board for granting or denying the license. The local governing body may also vote to make no recommendation should they prefer that approval or denial be up to the State. A recommendation for disapproval requires a statement of the specific reasons containing a summary of the testimony or other evidence supporting the recommendation for disapproval. The attached Arizona Administrative Code, Rule R19-1-702 provides guidelines for determining whether to grant a license for a certain location.

Upon reviewing the material provided by the Department of Liquor Licenses and Control, and conducting a public hearing, the Council may recommended that the state liquor board grant or deny the license, or vote to make no recommendation.

Annada Mysliwec has applied with the state for a new Series 12 (Restaurant) Liquor License. This non-transferable, on-sale retail privileges liquor license allows the holder of a restaurant license to sell and serve all types of spirituous liquor solely for consumption on the premises of an establishment which derives at least forty percent (40%) of its gross revenue from the sale of food. Failure to meet the 40% food requirement may result in revocation of the license.

The Police and Planning Departments reviewed the application and recommended approval with no comments. Staff posted the establishment with the necessary notices to meet the required 20-day period

from April 22, 2020, through May 13, 2020. As of the date of this report, staff has not received any written arguments in favor of or in opposition to the application.

Fiscal Impact

Fiscal Impact?: No

If Yes, Budget Code:

Available:

Funding Source:

Attachments

Application

Acceptable reasons to protest

Guidelines for granting license

State of Arizona
Department of Liquor Licenses and Control

Created 03/17/2020 @ 04:30:55 PM

Local Governing Body Report

LICENSE

Number:		Type:	012 RESTAURANT
Name:	HITCHIN POST BBQ		
State:	Pending		
Issue Date:		Expiration Date:	
Original Issue Date:			
Location:	1120 S HIGHWAY 89 #A CHINO VALLEY, AZ 86323 USA		
Mailing Address:	1120 S HIGHWAY 89 #A CHINO VALLEY, AZ 86323 USA		
Phone:	(928)636-2300		
Alt. Phone:	(928)848-6644		
Email:	THEHITCHINPOST@HOTMAIL.COM		

AGENT

Name:	ANNADA ROSE MYSLIWIEC
Gender:	Female
Correspondence Address:	1120 S HIGHWAY 89 #A CHINO VALLEY, AZ 86323 USA
Phone:	(928)848-6644
Alt. Phone:	
Email:	THEHITCHINPOST@HOTMAIL.COM

OWNER

Name: THE HITCHIN POST LLC
Contact Name: ANNADA ROSE MYSLIWIEC
Type: LIMITED LIABILITY COMPANY
AZ CC File Number: L20571627 State of Incorporation: AZ
Incorporation Date: 01/02/2016
Correspondence Address: 1120 S HIGHWAY 89
#A
CHINO VALLEY, AZ 86323
USA
Phone: (928)848-6644
Alt. Phone:
Email: THEHITCHINPOST@HOTMAIL.COM

Officers / Stockholders

Name:	Title:	% Interest:
ANNADA ROSE MYSLIWIEC	MEMBER/STOCKHOLDER	100.00

**THE HITCHIN POST LLC -
MEMBER/STOCKHOLDER**

Name: ANNADA ROSE MYSLIWIEC
Gender: Male
Correspondence Address: 1120 S HIGHWAY 89
#A
CHINO VALLEY, AZ 86323
USA
Phone: (928)848-6644
Alt. Phone:
Email: THEHITCHINPOST@HOTMAIL.COM

APPLICATION INFORMATION

Application Number: 102802
 Application Type: New Application
 Created Date: 03/17/2020

AP

QUESTIONS & ANSWERS

012 Restaurant

- 1) Are you applying for an Interim Permit (INP)?
No
- 2) Are you one of the following? Please indicate below.
 Property Tenant
 Sub-tenant
 Property Owner
 Property Purchaser
 Property Management Company
 TENANT
- 3) Is there a penalty if lease is not fulfilled?
 Yes
 What is the penalty?
 EVICTION
- 4) Is the Business located within the incorporated limits of the city or town of which it is located?
Yes
- 5) What is the total money borrowed for the business not including the lease?
 Please list each amount owed to lenders/individuals.
 \$0.00
- 6) Is there a drive through window on the premises?
No
- 7) If there is a patio please indicate contiguous or non-contiguous within 30 feet.
NONE
- 8) Is your licensed premises now closed due to construction, renovation or redesign or rebuild?
No

Type of Application		Acceptable Protest
1	New License	May Protest Person and Location
2	Person Transfer	May Protest "ONLY" Person
3	Location Transfer	May Protest "ONLY" Location
4	Location and Person Transfer	May Protest Person and/or Location

Types of Liquor License Applications and Acceptable Reasons to Protest



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 8. Compatibility of the proposed business with other activity within one mile of the proposed premises;
 9. Effect or impact on the activities of businesses or the residential neighborhood that might be affected by granting a license at the proposed premises;
 10. History for the past five years of liquor violations and reported criminal activity at the proposed premises provided that the applicant received a detailed report of the violations and criminal activity at least 20 days before the hearing by the Board;
 11. Comparison of the hours of operation at the proposed premises to the hours of operation of existing businesses within one mile of the proposed premises; and
 12. Proximity of the proposed premises to licensed childcare facilities as defined by A.R.S. § 36-881.
- B. This Section is authorized by A.R.S. § 4-201(I).

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TOWN OF CHINO VALLEY COUNCIL AGENDA ITEM STAFF REPORT

Town Council Regular Meeting

7. c.

Meeting Date: 05/12/2020
Contact Person: Joe Duffy, Finance Director
 Phone: 928-636-2646 x-1211
Department: Finance
Estimated length of Staff Presentation: 10 minutes
Physical location of item: N/A

AGENDA ITEM TITLE:

Presentation and discussion regarding the Preliminary Budget for the Fiscal Year Ending June 30, 2021.
 (Joe Duffy, Finance Director)

SITUATION & ANALYSIS:

The Finance Director will provide a presentation on the preliminary budget for Fiscal Year Ending June 30, 2021, and obtain Council input.

Included in the budget is the Official Budget Forms required by the State of Arizona and the detailed Total Expenditure Summary by Department. The Total Expenditure Summary by Department summarizes the changes in the proposed budget compared to the current years budget.

Attachments

Budget Packet
 State Budget Forms



Town of Chino Valley

Budget Packet

May 12, 2020

Town of Chino Valley					
Total Expenditure Summary by Department					
	Description	2019-20 Adopted Budget	2019-20 FY Estimate	2020-21 Adopted Budget	% Change Adopted to Adopted
GENERAL FUND					
41	PROSECUTOR	126,200	123,800	127,800	1%
42	TOWN CLERK	214,000	195,100	287,200	34%
					Hire Deputy Clerk early to train prior to Clerks retirement Election Costs + 37,500
43	TOWN MANAGER	418,100	437,100	443,700	6%
					Slight increase in Professional Services and Travel
44	HUMAN RESOURCES	258,200	244,200	267,200	3%
45	MUNICIPAL COURT	287,300	297,300	318,100	11%
					Staff Position reclassification
46	FINANCE	455,600	455,600	472,400	4%
					Audit and merchant fee increase
47	MGMT INFORMATION	307,300	300,650	314,300	2%
50	MAYOR AND COUNCIL	51,200	40,300	51,200	0%
55	PLANNING	211,300	207,500	260,800	23%
					Staff reorganization from Customer Service
56	BUILDING INSPECTION	198,400	343,900	323,500	63%
					Staff reorganization from Customer Service
60	POLICE	3,531,700	3,515,600	3,449,700	-2%
61	ANIMAL CONTROL	158,100	140,600	166,600	5%
63	RECREATION	137,300	162,600	158,800	16%
					Staff reorganization from Aquatic Center
64	LIBRARY	375,200	349,500	385,300	3%
66	SENIOR CENTER	354,600	369,800	333,200	-6%
					No Capital this FY
68	PARKS MAINTENANCE	618,800	607,000	580,700	-6%
					Reduced Capital this FY
69	AQUATICS CENTER	251,600	217,100	293,700	17%
					FT staff moved to Recreation. \$70,000 to re plaster pool
71	FACILITIES MAINTENANCE	772,400	687,400	508,100	-34%
					Memory Park Restrooms PFY/ \$90,000 of Capital on hold
73	FLEET MAINTENANCE	345,700	288,900	277,400	-20%
					Staff changes
74	ENGINEERING	438,300	438,100	487,000	11%
					Water Consultant/Professional Services/Plotter
75	CUSTOMER SERVICE	260,100	112,200	94,200	-64%
					Staff reorganization to Planning and Building
95	NON DEPARTMENTAL	3,338,000	3,155,500	1,939,600	-42%
					No \$2,000,000 transfer to Capital Improvement Fund
TOTAL GENERAL FUND		13,109,400	12,689,750	11,540,500	-12%
HIGHWAY USER REVENUE FUND					
278	ROAD MAINTENANCE	1,417,500	1,439,200	1,706,000	20%
					Increase in Pavement Preservation from \$640,000 to \$1,000,000
CDBG GRANTS					
390	CDBG PROJECTS	325,000	318,600	-	

Town of Chino Valley					
Total Expenditure Summary by Department					
	Description	2019-20 Adopted Budget	2019-20 FY Estimate	2020-21 Adopted Budget	% Change Adopted to Adopted
WATER ENTERPRISE FUND					
482	WATER UTILITY OPERATION	846,400	899,200	680,700	-20%
495	WATER ENTERPRISE FUND EXP	2,067,800	67,800	70,500	-97%
		2,914,200	967,000	751,200	-74%
CAPITAL IMPROVEMENT FUND					
590	MISC CAPITAL PROJECTS	6,150,000	2,248,800	4,923,000	-20%
SEWER ENTERPRISE FUND					
683	SEWER	1,486,800	1,460,300	1,449,600	-3%
695	CAP/DEBT CONTINGENCIES	1,399,100	899,000	1,381,100	-1%
		2,885,900	2,359,300	2,830,700	-2%
GRANTS FUND					
7	GRANTS	3,500,000	-	3,500,000	0%
DEBT SERVICE FUND					
8	DEBT SERVICE	891,300	904,100	973,000	9%
SPECIAL REVENUE FUND COURT					
9	SPECIAL REV FUND	58,500	58,500	43,500	-26%
CAPITAL ASSET REPLACEMENT					
10	ASSET REPLACEMENT EXPENSE	60,000	22,800	150,000	150%
SPECIAL REVENUE FUND PD					
16	VEHICLE IMPOUND EXPEND	55,000	6,000	34,000	
LIGHTING IMPROVEMENT DISTRICTS					
40	CVSLID	4,000	4,000	4,000	0%
TOTAL EXPENDITURES					
		31,370,800	21,018,050	26,455,900	-16%
	GENERAL FUND TO HURF	(100,000)	(100,000)	(675,000)	
	GENERAL FUND TO CIF	(2,000,000)	(2,000,000)	-	
	CAPITAL IMPROV TRANS	(1,294,000)	(1,294,000)	(1,373,000)	
TOTAL EXPEND. LESS TRANSFERS		27,976,800	17,624,050	24,407,900	-13%

Town of Chino Valley						
Capital Projects Summary Fiscal Year 2020/2021						
	Description	Capital Item	2020-21 Adopted Budget	Capital Projects	Department Savings	Spending on Hold
GENERAL FUND						
41	PROSECUTOR		127,800			
42	TOWN CLERK		248,900		5,700	
43	TOWN MANAGER		443,700		10,000	
44	HUMAN RESOURCES		267,200		7,800	
45	MUNICIPAL COURT		318,100			
46	FINANCE		472,400		1,000	
47	MGMT INFORMATION		314,300		4,500	
50	MAYOR AND COUNCIL		51,200			
55	PLANNING		260,800		3,500	
56	BUILDING INSPECTION		323,500		1,000	
		Clean Up Campaign		20,000	15,000	
60	POLICE		3,485,200		25,500	
		M&E Body Cameras		22,000		
		Radios		30,000		30,000
61	ANIMAL CONTROL		166,600		2,000	
		Fencing/Grass		5,000		5,000
63	RECREATION		158,800		4,000	
		Community Center Door		8,000		8,000
		Furniture & Equipment		5,000		5,000
64	LIBRARY		385,300		8,000	
66	SENIOR CENTER		331,400		7,000	
68	PARKS MAINTENANCE		580,700		17,000	
		Sprayer		15,000		15,000
		Field 5 Refresh		15,000		15,000
		Turf Vac		30,000		30,000
		Gravel Community Center		10,000		10,000
69	AQUATICS CENTER		293,700		11,000	
		Pool Plastering		70,000		70,000
71	FACILITIES MAINTENANCE		508,100		4,900	
		HVAC Replacement		25,000		25,000
		Parking Lot Maintenance		35,000		35,000
		Roofing Buildings		30,000		30,000
		Public Works Flooring		30,000		
73	FLEET MAINTENANCE		277,400		7,900	
74	ENGINEERING		569,100		8,500	
		Plotter		8,000		8,000
75	CUSTOMER SERVICE		91,700		1,000	
95	NON DEPARTMENTAL		1,864,600			
		ADWR Water Application Study		75,000		75,000
		Peavine Trail Easement		10,000		10,000
TOTAL GENERAL FUND			11,540,500	443,000	145,300	371,000
HIGHWAY USER REVENUE FUND						
		Pavement Preservation		1,000,000		500,000
		Crash Trailer Message Board		35,000		35,000
		Snow Plow		10,000		
278	ROAD MAINTENANCE		1,706,000	1,045,000	25,000	535,000

Town of Chino Valley						
Capital Projects Summary Fiscal Year 2020/2021						
	Description	Capital Item	2020-21 Adopted Budget	Capital Projects	Department Savings	Spending on Hold
CDBG GRANTS						
390	CDBG PROJECTS		-			
WATER ENTERPRISE FUND						
482	WATER UTILITY OPERATION		680,700			
		4x4 Pickup		20,000		20,000
		SCADA Radios		10,000		10,000
		Bright Star Well Generator		24,000		
495	WATER ENTERPRISE FUND EXPS		70,500			
			751,200	54,000	-	30,000
CAPITAL IMPROVEMENT FUND						
		Yavapai Drainage Projects		130,000		
		1 North Signal		125,000		
		Old Home Manor Master Plan		135,000		
		Welcome to Chino Valley Sign		100,000		100,000
		Impact Fee Study		60,000		60,000
		Gas Line Old Home Manor		750,000		750,000
		Police Department Design		250,000		250,000
590	MISC CAPITAL PROJECTS		4,923,000	1,550,000	-	1,160,000
SEWER ENTERPRISE FUND						
683	SEWER		1,949,600			
		Drying Bed		158,000		
		Belt Press*		230,000		
		Headworks*		70,000		
		Internet to WWTP		10,000		
		Flow Equalization Basin		75,000		75,000
		Septic Receiving Study		10,000		
		4x4 Pickup		20,000		20,000
		Sewer System Extensions		500,000		500,000
695	CAP/DEBT CONTINGENCIES		881,100			
			2,830,700	1,073,000	-	595,000
GRANTS FUND						
7	GRANTS		3,500,000			
DEBT SERVICE FUND						
8	DEBT SERVICE		973,000			
SPECIAL REVENUE FUND COURT						
9	SPECIAL REV FUND		43,500			
CAPITAL ASSET REPLACEMENT						
		Vehicles		50,000		50,000
		Police Cars		90,000		90,000
10	ASSET REPLACEMENT EXPENSES		150,000	140,000		140,000
SPECIAL REVENUE FUND PD						
16	VEHICLE IMPOUND EXPEND		34,000			
LIGHTING IMPROVEMENT DISTRICTS						
40	CVSLID		4,000			
TOTAL EXPENDITURES						
			26,455,900	4,305,000	170,300	2,831,000

TOWN OF CHINO VALLEY**GENERAL FUND**

	Budget 19-20	Estimate 19-20	Budget FY 20-21
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REVENUES

On Going Revenues	10,105,700	10,456,341	10,640,500
Transfers In - Capital Improvement Fund	400,000	400,000	400,000
Carry Over	-	-	-
TOTAL REVENUES	\$ 10,505,700	\$ 10,856,341	\$ 11,040,500

EXPENDITURES

Department Expenditures	10,509,400	10,156,750	10,365,500
Contingencies	500,000	433,000	500,000
Transfer to Capital Improvement Fund	2,000,000	2,000,000	-
Transfers To HURF	100,000	100,000	675,000

TOTAL EXPENDITURES	\$ 13,109,400	\$ 12,689,750	\$ 11,540,500
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REVENUES (UNDER) OVER EXPENDITURES	(\$2,603,700)	(\$1,833,409)	(\$500,000)
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BEGINNING FUND BALANCE	\$ 7,492,701	\$ 7,861,217	\$ 6,027,808
REVENUES (UNDER) OVER EXPENDITURES	(\$2,603,700)	(\$1,833,409)	(\$500,000)
ENDING FUND BALANCE	\$ 4,889,001	\$ 6,027,808	\$ 5,527,808

LESS INTERFUND LOANS	\$ 500,000	\$ 500,000	\$ 500,000
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TOTAL AVAILABLE RESOURCES	\$ 4,389,001	\$ 5,527,808	\$ 5,027,808
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Minimum Reserve Requirement @ 25% of total expenditures	3,277,350	3,172,438	2,885,125
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The Total Available Resources reflect the current assets available for use less the Interfund Loans.

TOWN OF CHINO VALLEY
HURF FUND

	Budget 19-20	Estimate 19-20	Budget FY 20-21
REVENUES			
On Going Revenues	1,017,000	1,305,577	1,031,000
Transfers In - General Fund	100,000	100,000	675,000
Carry Over	-	-	-
TOTAL REVENUES	\$ 1,117,000	\$ 1,405,577	\$ 1,706,000
EXPENDITURES			
Department Expenditures	672,200	818,700	661,000
Equipment	345,300	198,500	45,000
Road Material	400,000	422,000	1,000,000
TOTAL EXPENDITURES	\$ 1,417,500	\$ 1,439,200	\$ 1,706,000
REVENUES (UNDER) OVER EXPENDITURES	(\$300,500)	(\$33,623)	\$0
BEGINNING FUND BALANCE	\$ 791,321	\$ 771,662	\$ 738,039
REVENUES (UNDER) OVER EXPENDITURES	(\$300,500)	(\$33,623)	\$0
ENDING FUND BALANCE	\$ 490,821	\$ 738,039	\$ 738,039
Minimum Reserve Requirement @ 25% of department expenditures	354,375	359,800	426,500

TOWN OF CHINO VALLEY
CAPITAL IMPROVEMENT FUND

	Budget 19-20	Estimate 19-20	Budget FY 20-21
REVENUES			
On Going Revenues	1,644,000	1,865,741	1,887,000
Transfers In from Road Impact Fees		-	-
Transfers In from General Fund	2,000,000	2,000,000	
Bond Proceeds/Other	2,000,000	-	2,000,000
Yavapai Drainage District	120,000	-	130,000
TOTAL REVENUES	\$ 5,764,000	\$ 3,865,741	\$ 4,017,000
EXPENDITURES			
Department Expenditures	2,460,000	389,800	2,420,000
Road Impact Fee Projects	120,000	25,000	
Yavapai Drainage District	269,000	-	130,000
Grant Match	-		-
Capital Projects From General Fund	2,000,000	543,000	1,000,000
TFRS To General Fund	400,000	400,000	400,000
TFRS To Debt Service Fund	891,000	891,000	973,000
TOTAL EXPENDITURES	\$ 6,140,000	\$ 2,248,800	\$ 4,923,000
REVENUES (UNDER) OVER EXPENDITURES	(\$376,000)	\$1,616,941	(\$906,000)
BEGINNING FUND BALANCE	\$ 1,143,431	\$ 1,048,680	\$ 2,665,621
REVENUES (UNDER) OVER EXPENDITURES	(\$376,000)	\$1,616,941	(\$906,000)
ENDING FUND BALANCE	\$ 767,431	\$ 2,665,621	\$ 1,759,621

**TOWN OF CHINO VALLEY
WATER FUND**

	Budget 19-20	Estimate 19-20	Budget FY 20-21
REVENUES			
On Going Revenues	974,000	872,333	784,000
Prescott IGA/Misc.	-	-	-
Water System Acquisition Funds	2,000,000		-
TOTAL REVENUES	\$ 2,974,000	\$ 872,333	\$ 784,000
EXPENDITURES			
Department Expenditures	846,400	897,200	680,700
Debt/Contingency	67,800	69,800	70,500
Water System Acquisition Expense	2,000,000		-
TOTAL EXPENDITURES	\$ 2,914,200	\$ 967,000	\$ 751,200
REVENUES (UNDER) OVER EXPENDITURES	\$59,800	(\$94,667)	\$32,800
BEGINNING FUND BALANCE	\$ 4,263,412	\$ 4,214,561	\$ 4,119,894
REVENUES (UNDER) OVER EXPENDITURES	\$59,800	(\$94,667)	\$32,800
ENDING FUND BALANCE	\$ 4,323,212	\$ 4,119,894	\$ 4,152,694
Minimum Reserve Requirement @ 25% of total department expenditures	228,550	241,750	187,800

TOWN OF CHINO VALLEY
SEWER FUND

	Budget 19-20	Estimate 19-20	Budget FY 20-21
REVENUES			
On Going Revenues	2,028,000	2,062,385	2,055,000
Bond Proceeds - WIFA	500,000	-	-
WIFA Reserve Funds	380,000	-	300,000
TOTAL REVENUES	\$ 2,528,000	\$ 2,062,385	\$ 2,355,000
EXPENDITURES			
Department Expenditures	1,486,800	1,458,400	1,449,600
WIFA Project	500,000	-	500,000
Debt/Contingency	899,100	900,900	881,100
TOTAL EXPENDITURES	\$ 2,885,900	\$ 2,359,300	\$ 2,830,700
REVENUES (UNDER) OVER EXPENDITURES	(\$357,900)	(\$296,915)	(\$475,700)
 BEGINNING FUND BALANCE	 \$ 8,609,458	 \$ 8,207,369	 \$ 7,910,454
REVENUES (UNDER) OVER EXPENDITURES	(\$357,900)	(\$296,915)	(\$475,700)
ENDING FUND BALANCE	\$ 8,251,558	\$ 7,910,454	\$ 7,434,754
 Minimum Reserve Requirement @ 25% of total department expenditures	 721,475	 589,825	 707,675

OFFICIAL BUDGET FORMS

Town of Chino Valley

Fiscal Year 2021

Town of Chino Valley
Summary Schedule of Estimated Revenues and Expenditures/Expenses
Fiscal Year 2021

Fiscal Year	S c h	FUNDS							
		General Fund	Special Revenue Fund	Debt Service Fund	Capital Projects Fund	Permanent Fund	Enterprise Funds Available	Internal Service Funds	Total All Funds
2020 Adopted/Adjusted Budgeted Expenditures/Expenses*	E 1	11,009,400	5,360,000	891,300	4,916,000	0	5,800,100	0	27,976,800
2020 Actual Expenditures/Expenses**	E 2	10,689,750	1,826,300	904,100	2,271,600	0	3,326,300	0	19,018,050
2021 Fund Balance/Net Position at July 1***	3	7,861,217	987,083	457,683	1,378,550		12,421,930		23,106,463
2021 Primary Property Tax Levy	B 4	0							0
2021 Secondary Property Tax Levy	B 5								0
2021 Estimated Revenues Other than Property Taxes	C 6	10,640,500	4,573,300	0	4,031,000		3,139,000	0	22,383,800
2021 Other Financing Sources	D 7	0	0	0	0		0	0	0
2021 Other Financing (Uses)	D 8	0	0	0	0		0	0	0
2021 Interfund Transfers In	D 9	400,000	675,000	973,000	0		0	0	2,048,000
2021 Interfund Transfers (Out)	D 10	675,000	0	0	1,373,000		0	0	2,048,000
2021 Reduction for Amounts Not Available:	11								
LESS:									0
									0
									0
									0
									0
2021 Total Financial Resources Available	12	18,226,717	6,235,383	1,430,683	4,036,550	0	15,560,930	0	45,490,263
2021 Budgeted Expenditures/Expenses	E 13	10,865,500	5,287,500	973,000	3,700,000	0	3,581,900	0	24,407,900

1373000

EXPENDITURE LIMITATION COMPARISON

- 1 Budgeted expenditures/expenses
- 2 Add/subtract: estimated net reconciling items
- 3 Budgeted expenditures/expenses adjusted for reconciling items
- 4 Less: estimated exclusions
- 5 Amount subject to the expenditure limitation
- 6 EEC expenditure limitation

	2020	2021
1	\$ 27,976,800	\$ 24,407,900
2		
3	27,976,800	24,407,900
4		
5	\$ 27,976,800	\$ 24,407,900
6	\$	\$

☐ 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 Fund Balance/Net Position amounts except for amounts not in spendable form (e.g., prepaids and inventories) or legally or contractually required to be maintained intact (e.g., principal of a permanent fund).

Town of Chino Valley
Tax Levy and Tax Rate Information
Fiscal Year 2021

	2020	2021
1. Maximum allowable primary property tax levy. A.R.S. §42-17051(A)	\$ _____	\$ _____
2. Amount received from primary property taxation in the current year in excess of the sum of that year's maximum allowable primary property tax levy. A.R.S. §42-17102(A)(18)	\$ _____	
3. Property tax levy amounts		
A. Primary property taxes	\$ _____	\$ _____
B. Secondary property taxes	\$ _____	\$ _____
C. Total property tax levy amounts	\$ _____	\$ _____
4. Property taxes collected*		
A. Primary property taxes		
(1) Current year's levy	\$ _____	
(2) Prior years' levies	\$ _____	
(3) Total primary property taxes	\$ _____	
B. Secondary property taxes		
(1) Current year's levy	\$ _____	
(2) Prior years' levies	\$ _____	
(3) Total secondary property taxes	\$ _____	
C. Total property taxes collected	\$ _____	
5. Property tax rates		
A. City/Town tax rate		
(1) Primary property tax rate	_____	_____
(2) Secondary property tax rate	_____	_____
(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>3</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 2021

SOURCE OF REVENUES	ESTIMATED REVENUES 2020	ACTUAL REVENUES* 2020	ESTIMATED REVENUES 2021
GENERAL FUND			
Local taxes			
Sales Taxes	\$ 5,148,000	\$ 5,585,234	\$ 5,642,000
Franchise Taxes	128,000	128,797	129,000
Licenses and permits			
Building Permits	350,000	265,331	265,000
Business Licenses	63,000	57,573	57,500
Plan Check Fees	140,000	124,480	125,000
Other Licenses and Permits	17,500	19,946	16,500
Intergovernmental			
State Shared Sales Tax	1,230,000	1,259,361	1,275,000
State Shared Income Tax	1,549,200	1,552,200	1,600,000
Vehicle License Tax	862,000	880,635	890,000
Yavapai County Library Funds	102,000	97,900	98,000
Police Dept Grants	7,500	7,229	7,500
Senior Nutrition Grant	86,000	86,300	87,000
Charges for services			
Engineering Fees	5,000		
Senior Nutrition Program Fees	10,000	5,000	5,000
Facility Use Fees	24,500	16,592	19,000
Police Report Fees	4,500	4,974	5,000
Aquatic Center Fees	77,000	75,650	92,000
Other Charges for Services	11,500	31,825	26,000
Fines and forfeits			
Animal Control Fees	30,000	25,138	29,000
Library Fines	3,500	1,871	2,500
Court Fines and Forfeitures	140,000	108,220	148,000
Interest on investments			
Interest	115,000	121,585	121,000
Contributions			
Senior Center Thrift Store	1,500	500	500
Total General Fund	\$ 10,105,700	\$ 10,456,341	\$ 10,640,500

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

Town of Chino Valley
Revenues Other Than Property Taxes
Fiscal Year 2021

SOURCE OF REVENUES	ESTIMATED REVENUES 2020	ACTUAL REVENUES* 2020	ESTIMATED REVENUES 2021
SPECIAL REVENUE FUNDS			
Highway User Revenue Fund			
Highway User Revenue	\$ 1,010,000	\$ 1,259,983	\$ 1,020,000
Interest	5,000	7,742	5,000
Miscellaneous	2,000	12,852	6,000
	\$ 1,017,000	\$ 1,280,577	\$ 1,031,000
 CDBG Grants	 \$ 325,000	 \$ 318,600	 \$
	\$ 325,000	\$ 318,600	\$
 Miscellaneous Grants	 \$ 3,500,000	 \$	 \$ 3,500,000
	\$ 3,500,000	\$	\$ 3,500,000
 Special Revenue Fund-Court	 \$ 28,000	 \$ 32,286	 \$ 26,100
Special Revenue Fund-PD	55,000	10,075	12,000
Lighting Improvement Districts #1, #2, #3	4,000	4,000	4,200
	\$ 87,000	\$ 46,361	\$ 42,300
 Total Special Revenue Funds	 \$ 4,929,000	 \$ 1,645,538	 \$ 4,573,300
CAPITAL PROJECTS FUNDS			
Capital Improvements Fund	\$ 5,764,000	\$ 3,865,741	\$ 4,017,000
Replacement Fund	14,000	109,063	14,000
	\$ 5,778,000	\$ 3,974,804	\$ 4,031,000
 Total Capital Projects Funds	 \$ 5,778,000	 \$ 3,974,804	 \$ 4,031,000
ENTERPRISE FUNDS			
Water Enterprise Fund	\$ 2,974,000	\$ 872,333	\$ 784,000
Sewer Enterprise Fund	2,908,000	2,062,385	2,355,000
	\$ 5,882,000	\$ 2,934,718	\$ 3,139,000
 Total Enterprise Funds	 \$ 5,882,000	 \$ 2,934,718	 \$ 3,139,000
 TOTAL ALL FUNDS	 \$ 26,694,700	 \$ 19,011,401	 \$ 22,383,800

* 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 2021

FUND	OTHER FINANCING 2021		INTERFUND TRANSFERS 2021	
	SOURCES	(USES)	IN	(OUT)
GENERAL FUND				
Capital Improvement Fund	\$	\$	\$ 400,000	\$ 675,000
Total General Fund	\$	\$	\$ 400,000	\$ 675,000
SPECIAL REVENUE FUNDS				
HURF Fund	\$	\$	\$ 675,000	\$
Total Special Revenue Funds	\$	\$	\$ 675,000	\$
DEBT SERVICE FUNDS				
Capital Improvement Fund	\$	\$	\$ 973,000	\$
Total Debt Service Funds	\$	\$	\$ 973,000	\$
CAPITAL PROJECTS FUNDS				
Capital Improvement Fund	\$	\$	\$	\$ 1,373,000
Total Capital Projects Funds	\$	\$	\$	\$ 1,373,000
TOTAL ALL FUNDS	\$	\$	\$ 2,048,000	\$ 2,048,000

Town of Chino Valley
Expenditures/Expenses by Fund
Fiscal Year 2021

FUND/DEPARTMENT	ADOPTED BUDGETED EXPENDITURES/ EXPENSES 2020	EXPENDITURE/ EXPENSE ADJUSTMENTS APPROVED 2020	ACTUAL EXPENDITURES/ EXPENSES* 2020	BUDGETED EXPENDITURES/ EXPENSES 2021
GENERAL FUND				
Prosecutor	\$ 126,200	\$	\$ 123,800	\$ 127,800
Town Clerk	214,000		195,100	287,200
Town Manager	418,100		437,100	443,700
Human Resources	258,200		244,200	267,200
Magistrate Court	287,300		297,300	318,100
Finance	455,600		455,600	472,400
Mgmt Info Systems	307,300		300,650	314,300
Mayor & Council	51,200		40,300	51,200
Planning	211,300		207,500	260,800
Building Inspection	198,400		343,900	323,500
Police	3,531,700		3,515,600	3,449,700
Animal Control	158,100		140,600	166,600
Recreation	137,300		162,600	158,800
Library	375,200		349,500	385,300
Senior Center	354,600		369,800	333,200
Parks	618,800		607,000	580,700
Aquatic Center	251,600		217,100	293,700
Facilities Maintenance	772,400		687,400	508,100
Fleet Maintenance	345,700		288,900	277,400
Engineering	438,300		438,100	487,000
Customer Service	260,100		112,200	94,200
Non-Departmental	738,000		722,500	764,600
Contingency	500,000		433,000	500,000
Total General Fund	\$ 11,009,400	\$	\$ 10,689,750	\$ 10,865,500
SPECIAL REVENUE FUNDS				
Highway User Revenue Fund	\$ 1,417,500	\$	\$ 1,439,200	\$ 1,706,000
CDBG Grant	325,000		318,600	
Miscellaneous Grants Fund	3,500,000			3,500,000
Special Revenue Fund -- Court	58,500		58,500	43,500
Special Revenue Fund -- PD	55,000		6,000	34,000
Lighting Improvement Districts	4,000		4,000	4,000
Total Special Revenue Funds	\$ 5,360,000	\$	\$ 1,826,300	\$ 5,287,500
DEBT SERVICE FUNDS				
Debt Service Fund	\$ 891,300	\$	\$ 904,100	\$ 973,000
Total Debt Service Funds	\$ 891,300	\$	\$ 904,100	\$ 973,000
CAPITAL PROJECTS FUNDS				
Capital Improvements Fund	\$ 4,856,000	\$	\$ 2,248,800	\$ 3,550,000
Asset Replacement Fund	60,000		22,800	150,000
Total Capital Projects Funds	\$ 4,916,000	\$	\$ 2,271,600	\$ 3,700,000
ENTERPRISE FUNDS				
Water Enterprise Fund	\$ 2,914,200	\$	\$ 967,000	\$ 751,200
Sewer Enterprise Fund	2,885,900		2,359,300	2,830,700
Total Enterprise Funds	\$ 5,800,100	\$	\$ 3,326,300	\$ 3,581,900
TOTAL ALL FUNDS	\$ 27,976,800	\$	\$ 19,018,050	\$ 24,407,900

* 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 2021

DEPARTMENT/FUND	ADOPTED BUDGETED EXPENDITURES/ EXPENSES 2020	EXPENDITURE/ EXPENSE ADJUSTMENTS APPROVED 2020	ACTUAL EXPENDITURES/ EXPENSES* 2020	BUDGETED EXPENDITURES/ EXPENSES 2021
Prosecutor				
General Fund	\$ 126,200	\$	\$ 123,800	\$ 127,800
Department Total	\$ 126,200	\$	\$ 123,800	\$ 127,800
Town Clerk				
General Fund	\$ 214,000	\$	\$ 195,100	\$ 287,200
Department Total	\$ 214,000	\$	\$ 195,100	\$ 287,200
Town Manager				
General Fund	\$ 418,100	\$	\$ 437,100	\$ 443,700
Department Total	\$ 418,100	\$	\$ 437,100	\$ 443,700
Human Resources				
General Fund	\$ 258,200	\$	\$ 244,200	\$ 267,200
Department Total	\$ 258,200	\$	\$ 244,200	\$ 267,200
Municipal Court				
General Fund	287,300		297,300	318,100
Special Revenue Fund	\$ 58,500	\$	\$ 58,500	\$ 43,500
Department Total	\$ 345,800	\$	\$ 355,800	\$ 361,600
Finance				
General Fund	\$ 455,600	\$	\$ 455,600	\$ 472,400
Department Total	\$ 455,600	\$	\$ 455,600	\$ 472,400
Mgmt Info Systems				
General Fund	\$ 307,300	\$	\$ 300,650	\$ 314,300
Department Total	\$ 307,300	\$	\$ 300,650	\$ 314,300
Mayor and Council				
General Fund	\$ 51,200		40,300	51,200
Department Total	\$ 51,200	\$	\$ 40,300	\$ 51,200
Planning				
General Fund	\$ 211,300	\$	\$ 207,500	\$ 260,800
Department Total	\$ 211,300	\$	\$ 207,500	\$ 260,800
Building Inspection				
General Fund	\$ 198,400		343,900	323,500
Department Total	\$ 198,400	\$	\$ 343,900	\$ 323,500
Police				
General Fund	3,531,700		3,515,600	3,449,700
Special Revenue Fund	55,000		6,000	34,000
Department Total	\$ 3,586,700	\$	\$ 3,521,600	\$ 3,483,700
Animal Control				
General Fund	\$ 158,100		140,600	166,600
Department Total	\$ 158,100	\$	\$ 140,600	\$ 166,600

Town of Chino Valley
Expenditures/Expenses by Department
Fiscal Year 2021

DEPARTMENT/FUND	ADOPTED BUDGETED EXPENDITURES/ EXPENSES 2020	EXPENDITURE/ EXPENSE ADJUSTMENTS APPROVED 2020	ACTUAL EXPENDITURES/ EXPENSES* 2020	BUDGETED EXPENDITURES/ EXPENSES 2021
Recreation				
General Fund	\$ 137,300	\$	\$ 162,600	\$ 158,800
Department Total	\$ 137,300	\$	\$ 162,600	\$ 158,800
Library				
General Fund	\$ 375,200	\$	\$ 349,500	\$ 385,300
Department Total	\$ 375,200	\$	\$ 349,500	\$ 385,300
Senior Center				
General Fund	\$ 354,600	\$	\$ 369,800	\$ 333,200
Department Total	\$ 354,600	\$	\$ 369,800	\$ 333,200
Parks Maintenance				
General Fund	\$ 618,800	\$	\$ 607,000	\$ 580,700
Department Total	\$ 618,800	\$	\$ 607,000	\$ 580,700
Aquatics Center				
General Fund	\$ 251,600	\$	\$ 217,100	\$ 293,700
Department Total	\$ 251,600	\$	\$ 217,100	\$ 293,700
Facilities Maintenance				
General Fund	\$ 772,400	\$	\$ 687,400	\$ 508,100
Department Total	\$ 772,400	\$	\$ 687,400	\$ 508,100
Fleet Maintenance				
General Fund	\$ 345,700	\$	\$ 288,900	\$ 277,400
Department Total	\$ 345,700	\$	\$ 288,900	\$ 277,400
Engineering				
General Fund	\$ 438,300	\$	\$ 438,100	\$ 487,000
Department Total	\$ 438,300	\$	\$ 438,100	\$ 487,000
Customer Service				
General Fund	\$ 260,100	\$	\$ 112,200	\$ 94,200
Department Total	\$ 260,100	\$	\$ 112,200	\$ 94,200
Non-Departmental				
General Fund	\$ 1,238,000	\$	\$ 1,155,500	\$ 1,264,600
Debt Service Fund	891,300		904,100	973,000
Capital Improvement Fund	4,856,000		2,248,800	3,550,000
Grant Fund	3,500,000			3,500,000
CDBG Grant	325,000		318,600	
Asset Replacement Fund	60,000		22,800	150,000
Department Total	\$ 10,870,300	\$	\$ 4,649,800	\$ 9,437,600
Water Utilities				
Water Enterprise Fund	\$ 2,914,200	\$	\$ 967,000	\$ 751,200
Department Total	\$ 2,914,200	\$	\$ 967,000	\$ 751,200
Sewer Utilities				

Town of Chino Valley
Expenditures/Expenses by Department
Fiscal Year 2021

DEPARTMENT/FUND	ADOPTED BUDGETED EXPENDITURES/ EXPENSES		EXPENDITURE/ EXPENSE ADJUSTMENTS APPROVED		ACTUAL EXPENDITURES/ EXPENSES*		BUDGETED EXPENDITURES/ EXPENSES	
	2020		2020		2020		2021	
Sewer Enterprise Fund	\$	2,885,900	\$		\$	2,359,300	\$	2,830,700
Department Total	\$	<u>2,885,900</u>	\$	<u></u>	\$	<u>2,359,300</u>	\$	<u>2,830,700</u>

Town of Chino Valley
Expenditures/Expenses by Department
Fiscal Year 2021

DEPARTMENT/FUND	ADOPTED BUDGETED EXPENDITURES/ EXPENSES 2020	EXPENDITURE/ EXPENSE ADJUSTMENTS APPROVED 2020	ACTUAL EXPENDITURES/ EXPENSES* 2020	BUDGETED EXPENDITURES/ EXPENSES 2021
Roads				
HURF	\$ 1,417,500	\$	\$ 1,439,200	\$ 1,706,000
Department Total	\$ 1,417,500	\$	\$ 1,439,200	\$ 1,706,000
Street Lighting Improvement District				
SLID Fund	\$ 4,000	\$	\$ 4,000	\$ 4,000
Department Total	\$ 4,000	\$	\$ 4,000	\$ 4,000
 TOTAL ALL DEPARTMENTS	 \$ 27,976,800	 \$	 \$ 19,018,050	 \$ 24,407,900

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 2021

FUND	Full-Time Equivalent (FTE)	Employee Salaries and Hourly Costs	Retirement Costs	Healthcare Costs	Other Benefit Costs	Total Estimated Personnel Compensation
	2021	2021	2021	2021	2021	2021
GENERAL FUND	86.0	\$ 5,070,797	\$ 903,159	\$ 909,870	\$ 468,474	\$ 7,352,300
SPECIAL REVENUE FUNDS						
Highway User Revenue	7.0	\$ 310,027	\$ 37,885	\$ 67,904	\$ 47,084	\$ 462,901
Total Special Revenue Funds	7.0	\$ 310,027	\$ 37,885	\$ 67,904	\$ 47,084	\$ 462,901
ENTERPRISE FUNDS						
Water Enterprise Fund	2.5	\$ 151,193	\$ 18,476	\$ 23,210	\$ 15,821	\$ 208,700
Sewer Enterprise Fund	2.5	\$ 151,193	\$ 18,476	\$ 23,210	\$ 15,821	\$ 208,700
Total Enterprise Funds	5.0	\$ 302,386	\$ 36,952	\$ 46,421	\$ 31,642	\$ 417,400
TOTAL ALL FUNDS	98.0	\$ 5,683,210	\$ 977,996	\$ 1,024,195	\$ 547,200	\$ 8,232,601