Town of Chino Valley

MEETING NOTICE
TOWN COUNCIL

STUDY SESSION
TUESDAY, MAY 18, 2021
6:00 P.M.

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

AGENDA

1) CALL TO ORDER; ROLL CALL

2) **p.3** Presentation and discussion regarding the preliminary budget for Fiscal Year 2021/2022. (Joe Duffy, Administrative Services Director)

3) ADJOURNMENT

Dated this 13th day of May, 2021 By:
Erin N. Deskins, 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 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 Public Library and Town Clerk's Office.

Join Zoom Webinar:
us02web.zoom.us/j/81326335529
Telephone: 877 853 5247 (toll free) or 888 788 0099 (toll free)
iPhone one-tap:US: +13462487799,,81326335529# or +16699009128,,81326335529#
Webinar ID: 813 2633 5529

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:______________________________
Erin N. Deskins, Town Clerk

THIS PAGE INTENTIONALLY LEFT BLANK

TOWN OF CHINO VALLEY
COUNCIL AGENDA ITEM STAFF REPORT

Town Council Study Session **2)**

Meeting Date:	05/18/2021
Contact Person:	Joe Duffy, Finance Director Phone: 928-636-2646 x-1211
Department:	Finance
Estimated length of Staff Presentation:	15 minutes
Physical location of item:	N/A

Information

AGENDA ITEM TITLE:

Presentation and discussion regarding the preliminary budget for Fiscal Year 2021/2022. (Joe Duffy, Administrative Services Director)

Attachments

Budget Packet

Town of Chino Valley Total Budget Request Summary by Department		BLUE = One Time Expense YELLOW = Employee Changes		
	Description	2021-22 Adopted Budget	2022-23 Projected	2023-24 Projected
GENERAL FUND				
41	**PROSECUTOR**			
5231	SUBSCRIPTIONS & MEMBERSHIPS	100	**100**	**100**
5380	SMALL TOOLS/EQUIP/FURNITURE	1,000		
42	**TOWN CLERK**			
	RECORDS CLERK PT	16,000	16,480	16,974
43	**TOWN MANAGER**			
	ED - ADVERTISING	10,000	10,000	10,000
	ED - PROFESSIONAL SERVICES	14,500	15,000	15,000
	ED - TRAVEL/TRAINING	20,300	21,500	22,100
44	**HUMAN RESOURCES**			
5230	ADVERTISING	500	500	500
5211	CONTRACT SERVICES	4,000	4,000	5,000
5231	SUBSCRIPTIONS & MEMBERSHIPS	100	150	200
5220	TRAVEL/TRAINING/SEMINARS	2,000	2,400	2,800
45	**MUNICIPAL COURT**			
	MAS AUDIT/OTHER - EVERY THREE YEARS	3,800		
47	**MGMT INFORMATION**			
	TRAINING SPECIALIST - CONTRACT WORKER	30,000	30,000	30,000
5452	NORTH CAMPUS FIBER REPLACE PROJECT	23,000		
	REPLACE VISUAL HOST SERVER - SCHEDULED	17,000		18,000
55	**PLANNING**			
5231	SUBSCRIPTIONS & MEMEBERSHIPS	1,000	1,000	1,000
	AREIAL IMAGERY - WITH YAVAPAI COUNTY	2,500		
5255	CELLULAR PHONES	400	400	400
5212	PROF. SVS - CONTRACT GIS SERVICES	30,000	30,000	30,000
56	**BUILDING INSPECTION**			
5212	CONTRACT BUILDING INSPECTOR - APARTMENTS & PD	38,400	39,000	40,000
5255	CELLULAR PHONES	2,300	2,300	2,300
5220	TRAINING	1,000	1,000	1,000
5311	UNIFORMS	500	500	500

Town of Chino Valley
Total Budget Request Summary by Department

BLUE = One Time Expense

YELLOW = Employee Changes

	Description	2021-22 Adopted Budget	2022-23 Projected	2023-24 Projected
60	**POLICE**			
	CIVILIAN SUPERVISOR POSITION RECLASSIFICATION	9,193	9,469	9,753
	POLICE OFFICER ONE NEW POSITION	84,083	86,606	89,204
5211	CONTRACT & SUPPORT	1,000	**1,000**	**1,000**
5212	PROFESSIONAL SERVICES - CLEANING SERVICES	19,700	**19,700**	**19,700**
5243	MAINT MACHINERY	1,800	**1,800**	**1,800**
5255	CELLULAR PHONES	200	**200**	**200**
5340	OPERATING SUPPLIES	1,600	**1,600**	**1,600**
5380	SMALL TOOLS & EQUIP	4,600	**4,600**	**4,600**
5411	VEHICLES - 1 PATROL UNIT/1 VAN	105,000	**116,000**	**118,000**
5425	RADIOS	5,000	**5,000**	**5,000**
5392	AMMUNITION	10,000	**10,000**	**10,000**
5393	RANGE EXPENSES	4,200	**4,200**	**4,200**
61	**ANIMAL CONTROL**			
	ADOPTION SPECIALIST FROM PT TO FT	22,963	23,652	24,361
	REPAIR FLOORING	5,000		
5212	PROFESSIONAL SERVICES	200	**200**	**200**
5231	SUBSCRIPTIONS & MEMBERSHIPS	100	**100**	**100**
5364	VETS AND SUPPLIES	2,500	**2,500**	**2,500**
	TASERS 2 FOR ACO OFFICERS	1,500	**1,500**	**1,500**
63	**RECREATION**			
	LICENSES AND PERMITS	150	150	200
	9 HOLE FRISBEE GOLF COURSE	7,500		
	PICKELBALL COURT		200,000	
66	**SENIOR CENTER**			
5365	FOOD PURCHASES	3,000		
	SENIOR KITCHEN REMODEL		150,000	
	DINING ROOM TABLES	2,200		

Town of Chino Valley
Total Budget Request Summary by Department

BLUE = One Time Expense

YELLOW = Employee Changes

	Description	2021-22 Adopted Budget	2022-23 Projected	2023-24 Projected
68	**PARKS MAINTENANCE**			
5260	RENT - MACHINERY AND EQUIPMENT	1,500	1,500	1,500
5241	INFIELD MATERIAL	10,000	10,000	10,000
5241	REPLANT PROGRAM	5,000	5,000	5,000
5421	FINISH FIELD 5	10,000		
	PARKS MAINTENANCE WORKER - ONE FT	51,112	52,645	54,225
	PLAYGROUND EQUIPMENT	175,000		
	GAZEBO ROOF	10,000		
	NEW RESTROOM GUTTERS	5,000		
	COMMUNITY CENTER IMPROVEMENTS PER PLAN	50,000	250,000	100,000
	DOG PARKS IMPROVEMENTS - GAZEBO	10,000		
	LANDSCAPE TOWN HALL	20,000		
	CENTER STREET PARK IMPROVEMENTS	-	25,000	17,000
	TURF VAC	30,000		
	SPRAY RIG	-	20,000	
	VERSA TUBE COVER	5,000		
	TRACTOR			60,000
	LANDSCAPE TRAILER	8,000		
	NEW BUILDING		150,000	
	MINI EXCAVATOR		-	
69	**AQUATICS CENTER**			
	POOL PLASTERING	100,000		
	DECK RESURFACING		**40,000**	
	POOL COVER	20,000		
71	**FACILITIES MAINTENANCE**			
5220	TRAVEL AND TRAINING	400	400	400
5312	JANITORIAL & SANITATION SUPPLIES	2,000	2,000	2,000
	TOWN HALL PAINT AND FLOORING	55,000		
	WASHER AND DRYER AT MAINT SHOP	7,500		

Town of Chino Valley
Total Budget Request Summary by Department

BLUE = One Time Expense

YELLOW = Employee Changes

	Description	2021-22 Adopted Budget	2022-23 Projected	2023-24 Projected
74	**ENGINEERING**			
	ANALYST /PROJECT MANAGER	81,549	83,995	86,515
	4x4 PICKUP	40,000		
	OFFICE FURNITURE	5,000		
5212	PROFESSIONAL SERVICES	10,000	**10,000**	**10,000**
5220	TRAVEL TRAINING	3,300	**3,300**	**3,300**
75	**CUSTOMER SERVICE**			
	CONTRACT SCANNING EMPLOYEES ONBASE	24,000	**24,000**	**24,000**
5220	TRAVEL/TRAINING	1,000	**1,000**	**1,000**
5311	UNIFORMS	2,000	**2,000**	**2,000**
95	**NON DEPARTMENTAL**			
	TRANSFER TO ASSET REPLACEMENT FUND	100,000	150,000	200,000
TOTAL GENERAL FUND		1,352,250	1,643,447	1,066,733
HIGHWAY USER REVENUE FUND				
	ROADS MAINTENANCE WORKERS - 2 POSITIONS	108,144	111,388	114,730
5251	UTILITIES WATER	7,500	7,500	7,500
5330	GAS/OIL	9,000	9,000	9,000
	CRASH TRAILER MESSAGE BOARD	35,000		
	SNOW PLOW	7,500		
	BRUSH CHIPPER	30,000		
	MEDIUM DUTY DUMP TRUCK			85,000
	4x4 PICKUP		40,000	
	BUILDING			
	GAS POWERED PREASURE WASHER	3,500		
	TRANSFER TO CIP - ROADS	900,000	100,000	100,000
278	ROAD MAINTENANCE	1,100,644	267,888	316,230

Town of Chino Valley
Total Budget Request Summary by Department

BLUE = One Time Expense

YELLOW = Employee Changes

	Description	2021-22 Adopted Budget	2022-23 Projected	2023-24 Projected
WATER ENTERPRISE FUND				
	UTILITY TECHNICIAN 1/2 EMPLOYEE	26,461	27,255	28,072
5220	TRAVEL/TRAINING/SEMINARS	400	400	400
5311	CLOTHING AND UNIFORMS	1,000	1,000	1,000
5360	CHEMICALS	500	500	500
	PAINT WATER TANKS		35,000	
5377	NAMUA	1,000	1,000	1,000
	TRANSFER TO CIP - WATER	100,000		
482	WATER UTILITY OPERATION	102,900	37,900	2,900
SEWER ENTERPRISE FUND				
	UTILITY TECHNICIAN 1/2 WORKER	26,461	27,255	28,072
5211	CONTRACT AND SUPPORT SERVCIES	22,000	22,000	22,000
5213	COMPLIANCE MONITORING	40,000	10,000	10,000
5220	TRAVEL TRAINING SEMINARS	2,500	2,500	2,500
5247	MAINT MESCELLANEOUS	40,000	40,000	40,000
5311	CLOTHING UNIFORMS	3,000	3,000	3,000
	GATOR UTILITY VEHICLE	15,000		
	TRANSFER TO SEWER CIP	345,000		550,000
683	SEWER	467,500	77,500	627,500

GENERAL FUND - CAPITAL IMPROVEMENT FUND 05-90			
Description	**2020-21 Adopted Budget**	**2020-21 FY Estimate**	**2021-22 Adopted Budget**
BEGINNING FUND BALANCE	2,665,621	2,976,407	**3,038,963**
1% TPT REVENUES-RETAIL/OTHER	1,675,000	2,126,035	**2,201,000**
1% CONSTRUCTION TPT REVENUES 50%	182,000	275,137	**275,000**
1% BED TAX REVENUES	30,000	34,035	**30,000**
MISC. CAPITAL PROJECTS	2,000,000	-	**2,000,000**
POLICE BUILDING LOAN FUNDS	-	-	**7,000,000**
YAVAPAI COUNTY DRAINAGE DISTRICT	130,000	139,999	**140,000**
TOTAL FUNDS AVAILABLE	6,682,621	5,551,613	**14,684,963**
MISC CAPITAL PROJECTS	2,000,000		**2,000,000**
YAVAPAI DRAINAGE PROJECTS	130,000	134,000	**140,000**
OLD HOME MANOR MASTER PLAN	135,000	308,000	
PHYSICAL AVAILABILITY DETERMINATION (PAD)		6,900	
RECOVERY WELL APPLICATION		6,500	
NEW BRIGHT START AGREEMENT		5,000	
WINE GLASS RANCH NARGFM II & III		75,000	
WINE GLASS RANCH NARGFM III & IV			**62,500**
PAD WATER FOR LAND OWNERS 660' FROM WSA			**2,500**
WATER AUTHORITY DISCUSSION WITH PRESCOTT			**7,500**
AF WATER CREDITS - WALLACE		90,250	
INTEGRATED UTILITY MASTER PLAN			**500,000**
GENERAL PLAN			**250,000**
1 NORTH SIGNAL	125,000	62,000	
WELCOME TO CHINO VALLEY SIGN	100,000		**100,000**
IMPACT FEE STUDY	60,000	30,000	**30,000**
OLD HOME MANOR IMPR. - GAS LINE	750,000		
POLICE DEPARTMENT DESIGN	250,000	422,000	**-**
POLICE DEPARTMENT CONSTRUCTION			**7,000,000**
TFRS TO GENERAL FUND - POLICE	250,000	250,000	**250,000**
TFRS TO GENERAL FUND - AQUATICS	150,000	150,000	**150,000**
TFRS TO DEBT SERVICE FUND	973,000	973,000	**991,500**
TFRS TO CIP - WATER			**255,000**
TFRS TO ROADS CIP			**1,107,500**
TOTAL EXPENDITURES	4,923,000	2,512,650	**12,846,500**
ENDING FUND BALANCE	1,759,621	3,038,963	**1,838,463**

CAPITAL IMPROVEMENT FUND - ROADS 21			
Description	**2021-22 Adopted Budget**	**2022-23 Projected**	**2023-24 Projected**
BEGINNING FUND BALANCE	**0**	0	0
TRANSFER FROM GENERAL FUND	**1,847,500**	1,375,000	1,320,000
TRANSFER FROM CAPITAL IMPROV FUND	**1,107,500**	0	0
TRANSFER FROM HURF	**900,000**	200,000	100,000
OHM LAND SALES/OTHER	**500,000**	0	0
TOTAL FUNDS AVAILABLE	**4,355,000**	1,575,000	1,420,000
PROJECTS			
Rodeo Drive @ OHM	**1,600,000**		
Road 2 North	**700,000**		
W. Rd 4 1/2 N. from N. Reed Rd. to N. Rd 1 W.			
E. Rd 2 S. from St. Rt. 89 to S. Rd. 1 E. N. Rd. 1			
W. from W. Rd 1 N. to W. Rd. 2 N.	**1,205,000**		
E Perkinsville Rd from SR 89 to Rd 1 E,	**500,000**		
Reconstruct Local Streets	**250,000**	450,000	350,000
E. Rd. 1 S. from St. Rt. 89 to S. Rd. 1 E.			
S. Rd. 1 E. from E. Fletcher Ct. to E. Rd. 3 S.	**20,000**	955,000	
Old Hwy 89 and Rimrock Rd. from St. Rt. 89 to TL		20,000	900,000
E. Perkinsville Rd. from N. Jerome Junction to M.A. Perkins			20,000
N. Reed Rd. from W. Rd. 4 N. to W. Rd. 5 N.			
N. Rd. 1 E. from E. Juniper Dr. to E. Perkinsville Rd.			
E. Perkinsville Rd. from M.A. Perkins to EOP			
Roads Yard	**80,000**	150,000	150,000
TOTAL PROJECTS	**4,355,000**	1,575,000	1,420,000
ENDING FUND BALANCE	**0**	0	0

CAPITAL IMPROVEMENT FUND - WATER 22			
Description	**2021-22 Adopted Budget**	**2022-23 Projected**	**2023-24 Projected**
BEGINNING FUND BALANCE	**0**	**0**	**0**
Transfers In From Capital Improvement Fund	**255,000**	230,000	
Transfers In From Water Enterprise Fund	**100,000**	0	0
OHM LAND SALES	**2,000,000**	5,350,000	3,200,000
TOTAL FUNDS AVAILABLE	**2,355,000**	**5,580,000**	**3,200,000**
Projects			
Rodeo Drive Water Line Ext. @ OHM		150,000	0
16" waterline Perkinsville Rd where to where			
Recharge Facility Expansion		80,000	
New Fill Station	**50,000**		
OHM Capital Projects	**2,000,000**	3,350,000	1,700,000
Water tank and transmission line			
Peavine trail 16" waterline		1,000,000	
New Well and Pump			1,500,000
16" water main on Perkinsville/89 to F	**250,000**		
12" water main on Rd 1 E from Fletcher Ct to Rd 3 S		1,000,000	
12" water main E Perkinsville Rd from N. Jerome Junction to M.A. Perkins			
E. Perkinsville Rd. from M.A. Perkins to Santa Fe Trail			
OHM tank and water lines			
Head Start Water Main Extension	**55,000**		
TOTAL PROJECTS	**2,355,000**	**5,580,000**	**3,200,000**
ENDING FUND BALANCE	**0**	**0**	**0**

CAPITAL IMPROVEMENT FUND - SEWER 23			
Description	2021-22 Adopted Budget	2022-23 Projected	2023-24 Projected
BEGINNING FUND BALANCE	**0**	0	0
Transfers In From Sewer Enterprise Fund	**345,000**		550,000
WIFA Reserve Fund	**442,500**	400,000	250,000
BOND PROCEEDS		1,200,000	
OHM Land Sales/Other	**250,000**	1,000,000	
TOTAL FUNDS AVAILABLE	**1,037,500**	2,600,000	800,000
Projects			
Rodeo Drive Sewer Line Ext. @ OHM			
New Building aprons and fence	**60,000**		
Building Equipment(shelves, furniture, parts)	**40,000**		
WTP (EQ Basin)	**100,000**	1,200,000	
WTP (Air-lines)	**200,000**		
Power to RIBs			
RotoMat Repair	**70,000**		
Drying Beds			250,000
Waste Holding tank		100,000	
Grit Seperator			250,000
MBR Filters			
UV replacment		300,000	
Screw Press	**242,500**		
Liftstation Crane	**75,000**		
Plant Expansion Engineering (MBR Basin's)			300,000
12" sewer main on Perkinsville/89 to Rd 1 East	**250,000**		
12" sewer main on Rd 1 E from Fletcher Ct to Rd 3 S		1,000,000	
TOTAL PROJECTS	**1,037,500**	2,600,000	800,000
ENDING FUND BALANCE	**0**	0	0

CAPITAL ASSET REPLACEMENT FUND 10			
Description	2020-21 Adopted Budget	2020-21 FY Estimate	**2021-22 Adopted Budget**
REVENUES			
MISCELLANEOUSE INCOME	10,000	**3,707**	**10,000**
TRANSFER FROM GENERAL FUND			**100,000**
INTEREST INCOME-LGIP	4,000	**261**	**4,000**
TOTAL REVENUES	14,000	3,968	**114,000**
EXPENDITURES			
SALES TAX AUDIT EXPENDITURES	10,000		**10,000**
CAPITAL ASSET REPLACEMENTS	50,000		**141,000**
POLICE CARS	90,000	90,000	**90,000**
TOTAL EXPENDITURES	150,000	90,000	**241,000**
NET INC/DEC IN FUND BALANCE	(136,000)	(86,032)	**(127,000)**
ENDING FUND BALANCE	**389,082**	**303,050**	**176,050**
Building Department Escape			**30,000**
Recreation F150			**30,000**
Police Department Patrol			**58,000**
Police Department Admin			**23,000**
			141,000