

# Town of Oro Valley

Community Academy - What is a Town & Oro Valley's Form of Government?

Jeff Wilkins, Town Manager



Town of Oro Valley

# Framework of Local Government

- ▶ **“Town” vs. “City”** - Threshold 3,000 population; vote of people can change an incorporated “town” to a “city” designation
- ▶ **Non-partisan**  
(no official alignment with a political party)
- ▶ **Arizona General Purpose Governments**
  - ▶ All towns, cities, counties
  - ▶ Political subdivisions of the State; semi-independent
  - ▶ Not including elementary or secondary education or public health services



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## ▶ **Special Purpose Governments: Districts**

- ▶ **Political subdivision of the state; semi-independent**
- ▶ Districts most common form of local government in state:
  - School districts - Provides general service across the state (elementary & secondary education)
  - Fire districts – Provides particular paid service for specified population
  - Irrigation districts - Provides specific paid service for limited population



# Framework of Local Government

## ▶ **General Law Town**

- ▶ Follows adopted Town or Zoning codes or general laws found within state statutes
- ▶ Town Council must look to state for authority to pass local laws (ordinances) & govern locally

**OR**

## ▶ **Charter (Home Rule)**

- ▶ Frames, adopts & amends own local affairs
- ▶ Provides enabling authority for self rule & allows:
  - Determination of governmental structure
  - Number of Councilmembers terms (term limits)
  - Whether voter approval needed for levy of certain taxes
  - Structure of city or town administrative departments



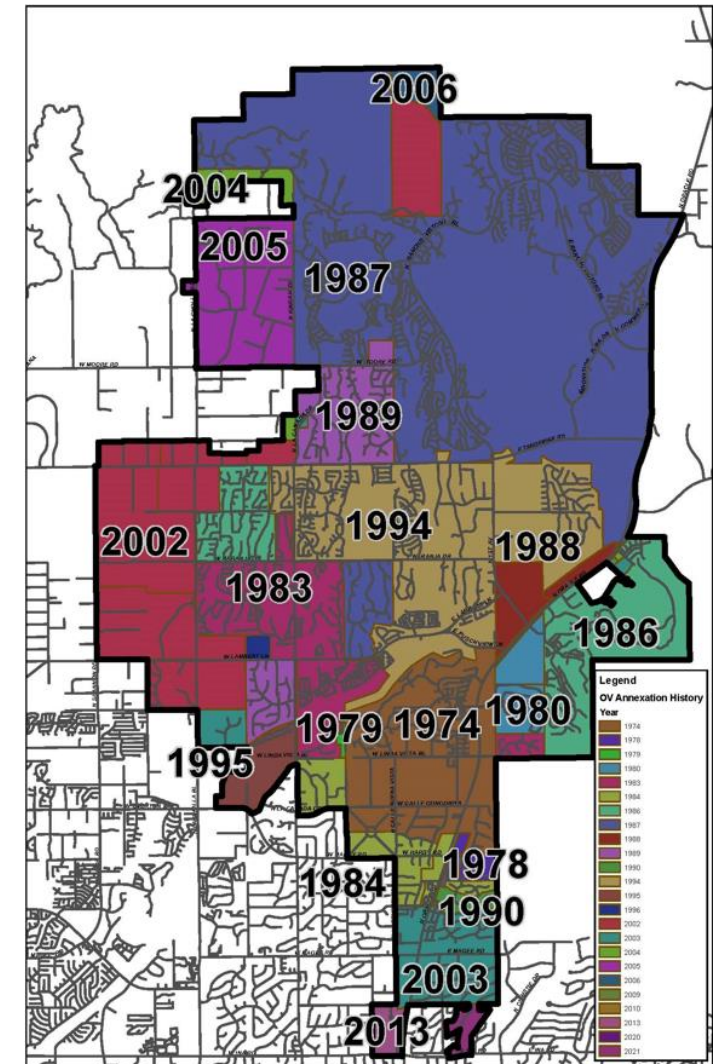


# Oro Valley Town History



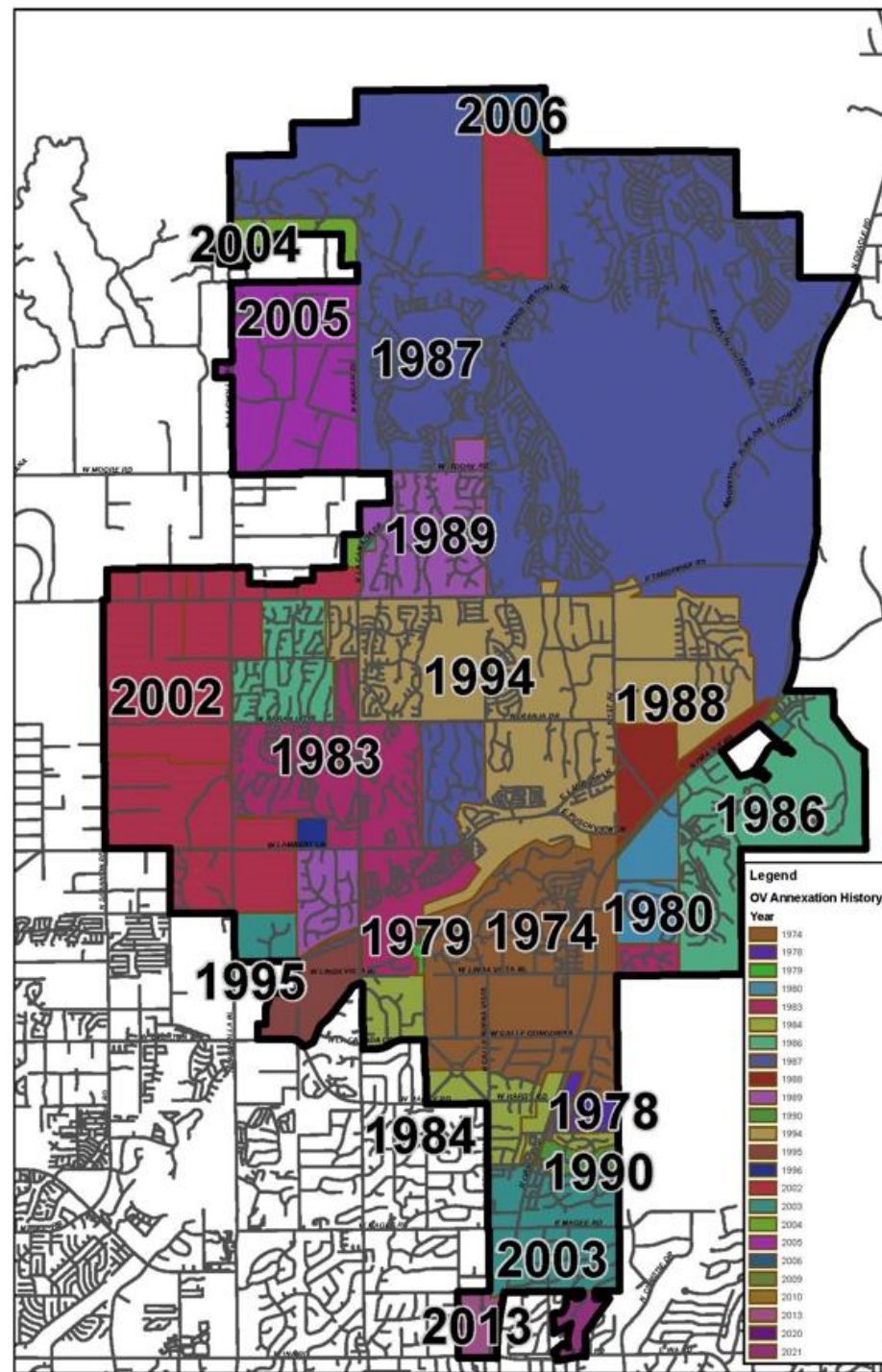
Town of Oro Valley

- ▶ **Incorporated: 1974** – Municipal Corporation
  - ▶ 2.5 sq. miles
  - ▶ Population 1,000
- ▶ **Town growth: 2022**
  - ▶ 36 sq. miles (through annexation)
  - ▶ Population 48,226

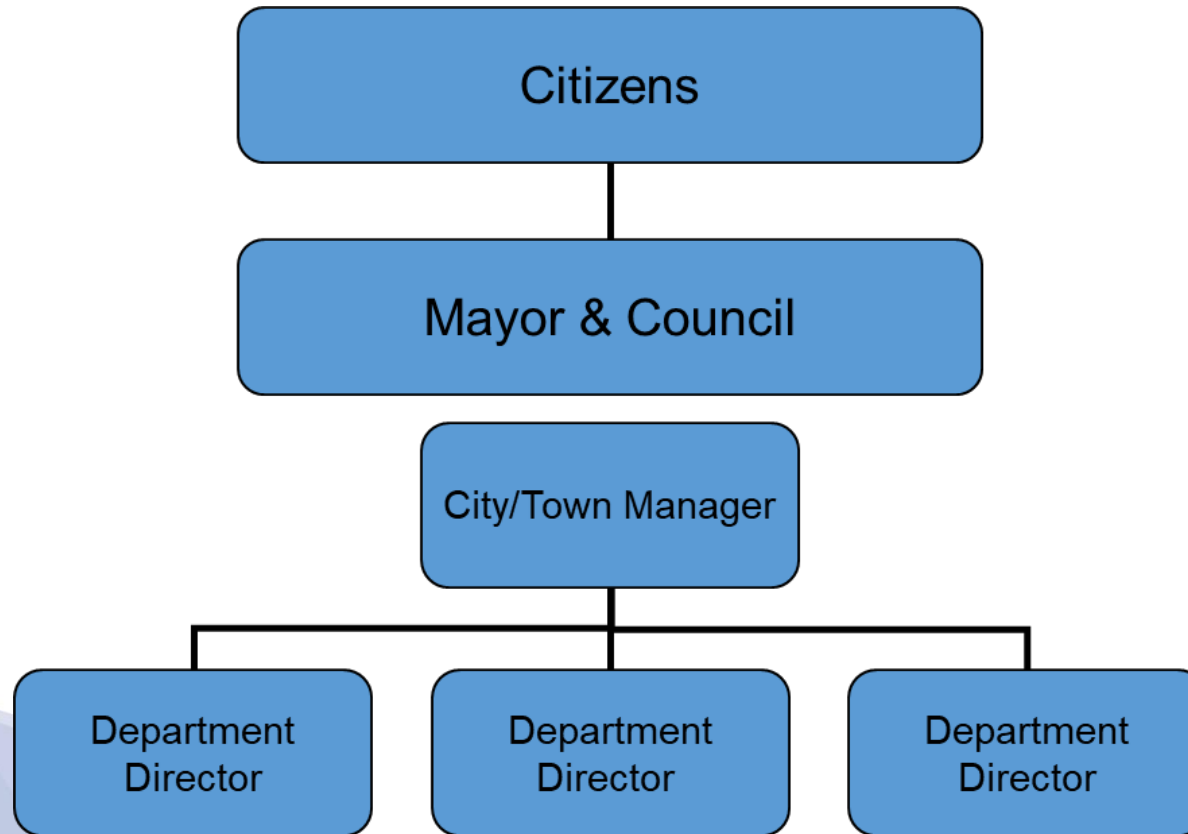




## Annexation History 1974 - Present



# Council-Manager Form of Government



# Council-Manager Form of Government



- ▶ **Political Leadership of Legislative body (Council)**
  - ▶ Council-manager system is most prevalent form of local government in USA
  - ▶ More than 3,500 cities and towns, 144 of the 247 largest cities and more than 370 counties
  - ▶ Establish policy
  - ▶ Pass ordinances
  - ▶ Approve budget appropriations, fees and tax rates
  - ▶ Land planning and zoning decisions
  - ▶ General Plan for public referendum
  - ▶ Set vision for and represent community well being
  - ▶ Appoint qualified manager to operate/implement







- ▶ Directly elected by popular vote
- ▶ Honorary & ceremonial duties representing Town
- ▶ Works with civic/business/citizen groups
- ▶ Provides policy leadership & interpretation
- ▶ Presides over council meetings, with voting rights
- ▶ No formal supervisory or operational duties

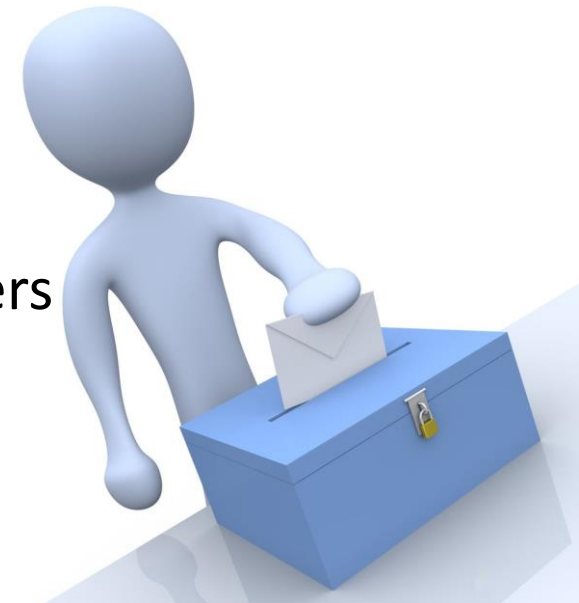


# Town Council



Town of Oro Valley

- ▶ Seven members (includes Mayor)
- ▶ Serve part-time, 4-year staggered terms
- ▶ Elections held even-numbered years
- ▶ Elected at-large, nonpartisan elections
- ▶ Mayor directly elected
  - Vice Mayor selected by Council from among its members



## ▶ Standing Citizen Advisory Boards & Commissions

- ▶ Board of Adjustment
- ▶ Planning & Zoning Commission (P&Z)
- ▶ Parks & Recreation Advisory Board (PRAB)
- ▶ Storm Water Utility Commission
- ▶ Water Utility Commission
- ▶ Historic Preservation Commission (HPC)
- ▶ Municipal Property Corporation (MPC)
- ▶ Public Safety Personnel Retirement System Board



## ▶ *Ad Hoc* Committees/Task Forces as needed

# What to expect at a Town Council Meeting



Town of Oro Valley

- ▶ The Mayor and City Council hold regular Council meetings to take official action two times each month.
- ▶ Types of Meetings
  - ▶ Regular Sessions
  - ▶ Study Sessions
  - ▶ Executive Sessions
  - ▶ Special Sessions
- ▶ Blue Cards



# Council-Manager Form of Government



## ▶ Managerial Leadership of Executive CEO/CAO

- ▶ Leadership and administrative experience
- ▶ Policy recommendations and implementation of Council decisions
- ▶ Financial, supervisory, legal, policy, performance management, day-to-day operations
- ▶ Objective decision maker
- ▶ Advise and implement decisions of elected body
- ▶ Enforce laws and ordinances
- ▶ ICMA/ACMA Code of Ethics



# Town Manager



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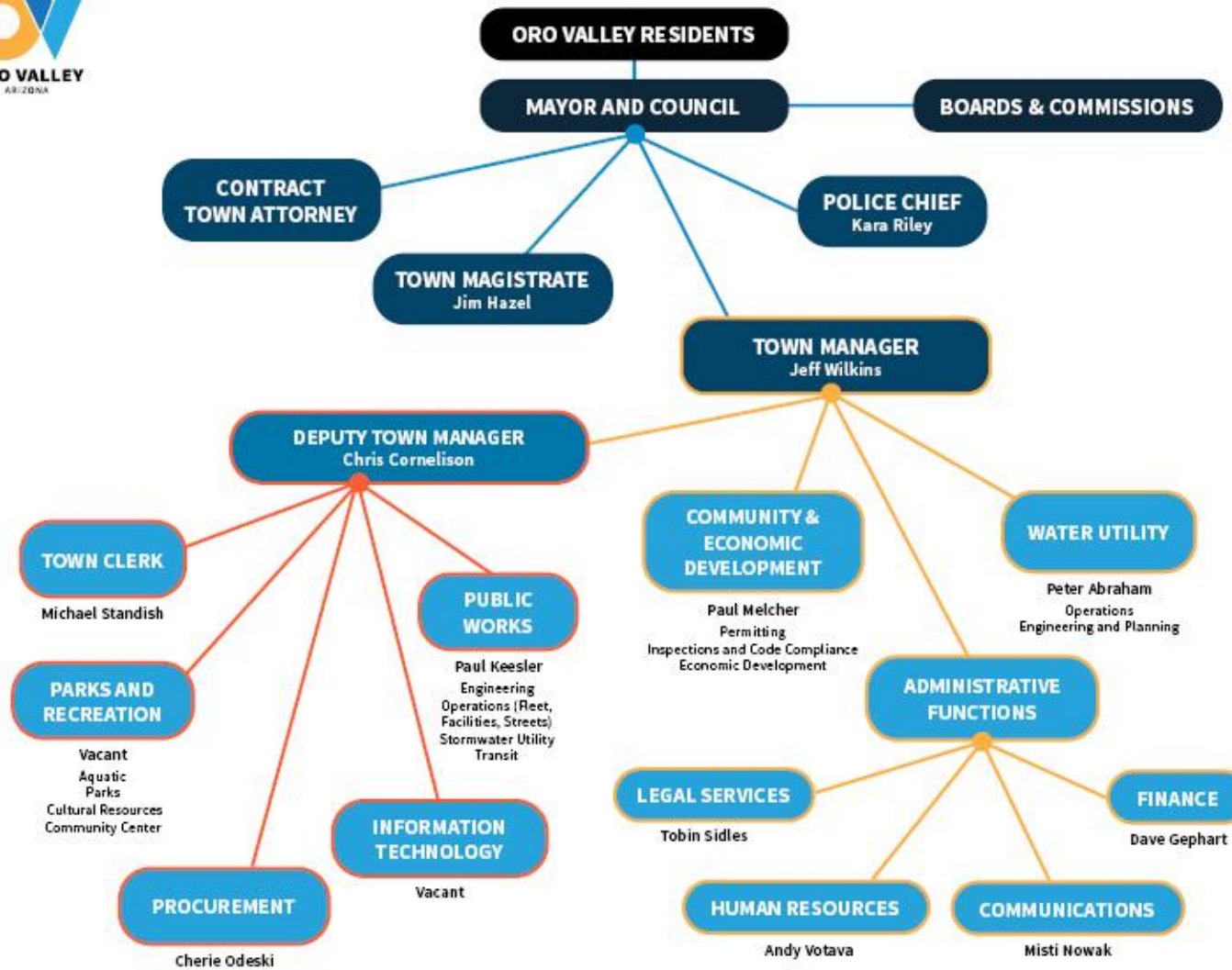
- ▶ Chief Administrative Officer
  - Appointed by the Mayor and Council
  - Held accountable through annual reviews
  
- ▶ Financial stewardship
  - Required to submit balanced budget annually
  - Oversight and management
  
- ▶ Hires Town staff  
(Except Council-appointed positions of Attorney, Magistrate & Police Chief)
  - Classification & Compensation plan
  - Employee Development, performance appraisals, discipline & grievances
  - Safety & Loss/Risk Management



# Town Organization



Town of Oro Valley



## ▶ Leadership and Communication

- ▶ Organizational mission and purpose
- ▶ Strategic plan formation and implementation
- ▶ Streamline processes for process improvement and efficiencies
- ▶ Team building and employee development / change management

## ▶ Intergovernmental Programs and Relations

- ▶ Regional Partnerships:
  - Local, state and national elected officials and organizations
  - PAG/RTA (Pima Association of Governments and Regional Transportation Authority)
  - Multiple partner NGO's, such as Sun Corridor, SAHBA, MPA, etc.





## ▶ ICMA Code of Ethics

- ▶ Ethical conduct and Integrity
- ▶ Transparent
- ▶ Non-partisan
- ▶ Serve without discrimination
- ▶ Public office is a public trust



# Benefits of Council/Manager

- ▶ Designed to maximize strengths of elected officials and local government professionals.
- ▶ Allows elected officials to focus on concerns of citizens.
- ▶ System shares political power among all elected officials.
- ▶ Council members share in decision-making





## ▶ Effective and Efficient Government

- ▶ Leadership and Strategic Planning
- ▶ Tuned to trends and benchmarks
- ▶ Performance management (Balanced Score Card)
- ▶ Consistent Improvement and innovation
- ▶ Cost effectiveness





## ▶ Financial Expertise

- ▶ Short and long-term evaluation of needs
- ▶ Forecast and trend analysis
- ▶ Raising the flag
- ▶ Developing/presenting options





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- ▶ **Constituent Response**
  - ▶ Prompt response and education
  - ▶ Subject Matter Experts respond
  - ▶ Rules/requirements applied fairly
  - ▶ Identify and evaluate trends

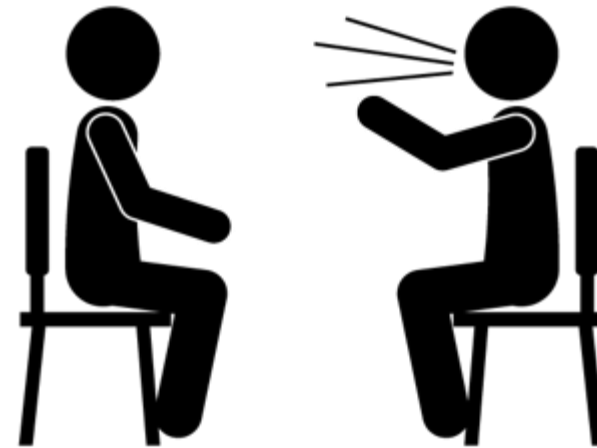


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## ▶ Responding to Issues

- ▶ Objective analysis
- ▶ Community-wide focus
- ▶ Community engagement
- ▶ Access to innovative initiatives across US
- ▶ Network of other professionals



# Successful Municipal Operations



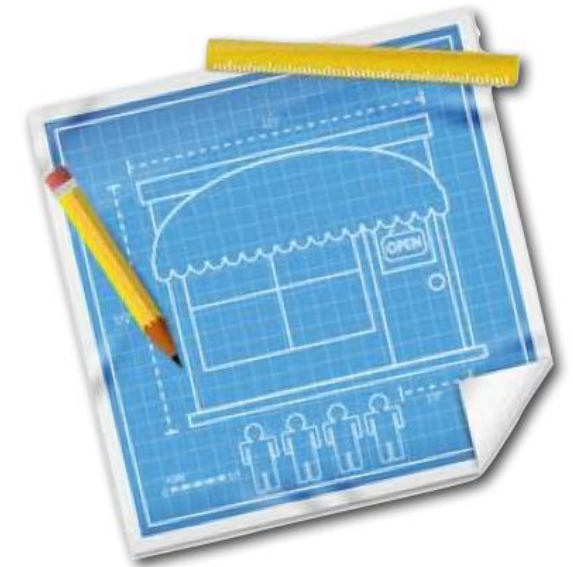
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## ▶ Short and Long Range View

- ▶ Planning and Growth
- ▶ Capital Investments – New and existing infrastructure and facilities, parks, information technology, vehicles, etc.
- ▶ Service Levels – Personnel, response times, quality of facilities, etc.
- ▶ Revenues
- ▶ Community Input
- ▶ Vision for Future

## ▶ Strategic Planning Pyramid

- ▶ Starts with the Your Voice Our Future General Plan
- ▶ Town Council 2-year Strategic Plan
- ▶ Departmental Strategic Plans
- ▶ Individual Performance Plans



# Council's Strategic Plan



Town of Oro Valley

- ▶ Provides organizational directions for the next two fiscal years
- ▶ Seven strategic areas
  - ▶ Economic Vitality
  - ▶ Culture and Recreation
  - ▶ Public Safety
  - ▶ Roads Water and Town Assets
  - ▶ Land Use
  - ▶ Effective and Efficient Government
  - ▶ Financial Stability and Sustainability
- ▶ FY 23/24 - FY24/25 Strategic Plan
  - ▶ 7 strategic areas
  - ▶ 19 goals
  - ▶ 55 objectives
  - ▶ Quarterly Status Reports to update the progress on individual objectives



## GOAL 6.1

**Strengthen community engagement with a focus on clear and accessible information.**

## OBJECTIVES

- 6.1.1 Work to ensure the Town's digital platforms provide meaningful online engagement opportunities and easy access to important information.
- 6.1.2 Implement dashboards with the status of the Council's Strategic Plan.



# How to get involved



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- ▶ Find your purpose and motivation
  - ▶ Youth, those in need
- ▶ Boards and Commissions
- ▶ Town Council Meetings
- ▶ Neighborhood Meetings
- ▶ Follow Town Communication
  - ▶ Oro Valley Podcast
  - ▶ Social Media
- ▶ Town Calendar Events
  - ▶ OV's 50<sup>th</sup> Anniversary
  - ▶ Celebrate Oro Valley, 4<sup>th</sup> of July, Oro Valley Festival of the Arts & Holiday Tree Lighting



# Questions/Discussion

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