

Town of Oro Valley



Annual Budget 2005~2006

TOWN OF ORO VALLEY

TOWN COUNCIL
Fiscal Year 2005 - 2006

PAUL H. LOOMIS
Mayor

BARRY GILLASPIE
Vice-Mayor

PAULA ABBOTT
Council Member

KENNETH "KC" CARTER
Council Member

CONNY CULVER
Council Member

HELEN DANKWERTH
Council Member

TERRY PARISH
Council Member

**Town of Oro Valley
Annual Budget
Fiscal Year 2005-2006**

Table of Contents

<u>INTRODUCTION</u>	<u>Page</u>
Executive Summary	1
Town Manager Organization Chart	10
Resolution	11
Auditor General Schedules A – E	12
<u>REVENUES/FINANCIAL RESOURCES</u>	
General Fund	20
Highway Fund	23
Oro Valley Water Utility Fund	24
Water Company Acquisition Fund	26
Townwide Roadway Development Impact Fees Fund	27
La Canada Extension Construction Fund	28
First Avenue Bridge Construction Fund	29
First Avenue Widening Construction Fund	30
Pusch View/Lambert Lane Extension Construction Fund	31
CDO Linear Park Construction Fund	32
Oracle Road Improvement District Construction Fund	33
Oracle Road Improvement District Debt Service Fund	34
Public Transportation Fund	35
Oro Valley Stormwater Utility Fund	36
Seizures & Forfeitures – State Funds	37
Seizures & Forfeitures – Justice Funds	38
Municipal Debt Service Fund	39

**Town of Oro Valley
Annual Budget
Fiscal Year 2005-2006**

Table of Contents

Library Construction Fund	40
Steam Pump Ranch Acquisition Fund	41
Honey Bee Village Acquisition Fund	42
Naranja Town Site Acquisition Fund	43
<u>ADMINISTRATION</u>	
Town Council	44
Town Clerk	50
Town Manager	56
Economic Development	64
Human Resources	71
Finance	78
Information Technology	85
Legal	99
General Administration	106
Municipal Debt Service Fund	111
Municipal Facilities Construction Fund	114
<u>COMMUNITY DEVELOPMENT</u>	
Community Development Administration	117
Planning & Zoning	124
Building Safety	132
Parks & Recreation	142
Steam Pump Ranch Acquisition Fund	150
Honey Bee Village Acquisition Fund	153
Naranja Town Site Acquisition Fund	156

**Town of Oro Valley
Annual Budget
Fiscal Year 2005-2006**

Table of Contents

Library Services	159
Library Construction Fund	175
<u>POLICE</u>	
Police Department	178
Seizures and Forfeitures – Justice Funds	187
Seizures and Forfeitures – State Funds	192
<u>MAGISTRATE COURT</u>	
Magistrate Court	197
<u>PUBLIC WORKS</u>	
Highway Fund	204
Townwide Roadway Development Impact Fees	215
La Canada Extension Construction Fund	223
First Avenue Bridge Construction Fund	226
First Avenue Widening Construction Fund	229
Pusch View/Lambert Lane Extension Construction Fund	232
Oracle Road Improvement District Construction Fund	235
Oracle Road Improvement District Debt Service Fund	238
CDO Linear Park Construction Fund	241
Transit Services Division	244
General Fund	253
Custodial & Facility Maintenance	259
Stormwater Utility Fund	266

***Town of Oro Valley
Annual Budget
Fiscal Year 2005-2006***

Table of Contents

WATER UTILITY

Water Utility Fund	273
Water Company Acquisition Fund	286



July 20, 2005

To the Honorable Mayor and Town Council:

Transmitted herein is the FY 2005/06 Annual Budget for the Town of Oro Valley. The budget continues to fund the basic services and initiatives directed by the Mayor and Council.

No significant increases or cuts in services are included in the budget. Available funding addresses only the continuation of vital and existing services and programs.

Budget in Brief

The adopted budget for FY 2005/06 totals \$99.0 million; an \$18.8 million or 16.0% decrease from FY 2004/05.

The budget was developed based on some key assumptions:

Inflation and Population Estimates – Inflation is projected at 2.3%. This assumption was provided by the University of Arizona's Department of Economic and Business Research. Population is estimated to increase from 39,875 in FY 2004/05 to 41,072 in FY 2005/06, a 3% increase.

Building Activity

- It is assumed that the Town will issue 440 single family residential building permits in FY 2005/06. This is a decrease from the FY 2004/05 budget amount of 500. This downward adjustment in permits results in a \$220,000 decrease in budgeted revenues.
- Commercial building permit fees are estimated to be \$1.0 million in FY 2005/06 compared to a \$258,800 FY 2004/05 budget amount. The following outlines the commercial building projects associated with the \$1M figure.

Major Retirement Facility	\$575,000
Bio-Technology Facility Expansion	250,000
All Other Commercial Projects	175,000
Total Commercial Building Permit Fees	\$1,000,000

Employee Compensation & Benefits

The budget includes step increases for eligible commissioned police department employees and up to 4% merit increases for non-police employees. It also includes a 2.3% cost of living adjustment (COLA) for all employees.

Health insurance coverage is provided by Aetna. The budget includes a 7% increase in health insurance premiums. The Town will continue to pay for 100% of employee-only coverage and 75% of two-party and family coverages as a health insurance benefit to its employees.

Dental insurance coverage will be provided by Met Life Insurance Company. A 7% rate increase is funded and the Town will continue to pay for 100% of employee-only premiums and 75% of dependent care premiums.

Staffing

The following table summarizes the approved changes in staffing levels for the new fiscal year.

<i>Staffing</i>			
Town Service	FY 2004/05 Authorized	FY 2005/06 Authorized	Staffing Change
Police	120	121	1
Public Works	51.5	54	2.5
Development Services	33.5	33.5	0
Library	14	19.43	5.43
Parks & Recreation	20.75	20.75	0
Water Utility	34	34	0
Magistrate Court	8.5	8.5	0
Administration	32.25	37.25	5
<i>Totals</i>	<i>314.5</i>	<i>328.43</i>	<i>13.93</i>

The Police Department reflects the hiring of one IT forensic technician.

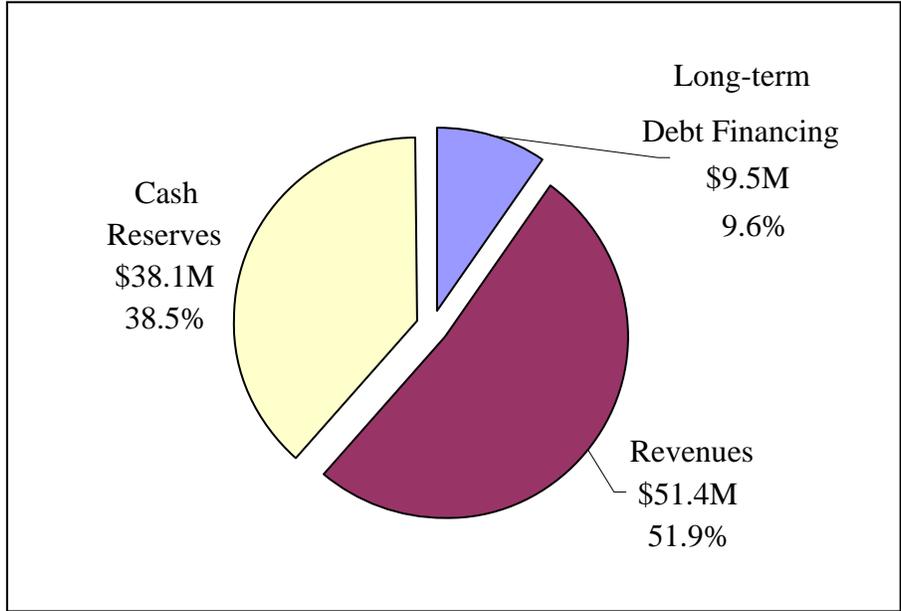
The Public Works Department's increase includes the hiring of a Part-Time Driver, Part-Time Dispatcher and an On-Call Driver in the Transit Division.

The Library reflects the hiring of 5.43 positions which include 3.43 FTE Library Associates and two Library Pages related to the 10,000 square feet facility expansion.

Administration reflects five new positions: Assistant Town Manager, Assistant Prosecutor, File Clerk/Victim's Rights Coordinator, Civil Attorney and Paralegal.

Revenue/Expenditure Budget Summary

The \$99.0 million budget is balanced with the following financial resources including revenues, cash reserves and long-term debt issuances:



Revenues

Revenues for FY 2005/06 are estimated to be \$51.4 million, a \$6.3 million or 10.9% decrease from FY 2004/05.

	FY 2004/05 Adopted	FY 2005/06 Recommended	Dollar Change	Percentage Change
General Fund	\$ 19,554,000	\$ 21,841,506	\$ 2,287,506	11.7%
Highway Fund	4,743,000	4,761,000	18,000	0.4%
Public Transportation	297,180	353,660	56,480	19.0%
Roadways	14,502,666	5,800,000	(8,702,666)	-60.0%
Water Utility	10,845,500	11,739,722	894,222	8.2%
All Other Funds	7,799,946	6,946,976	(852,970)	-10.9%
Total of All Funds	\$ 57,742,292	\$ 51,442,864	\$ (6,299,428)	-10.9%

The \$6.3 million overall decrease in estimated revenues may be attributed to the following factors:

- ⇒ \$9.1 million decrease in federal grant funds for roadway expansion as several significant roadway projects were completed in FY 2004/05.
- ⇒ \$900,000 increase in Oro Valley Water Utility revenues primarily related to water sales, charges for services and interest income. No water rate increases are recommended for FY 2005/06.
- ⇒ \$2.3 million increase in General Fund revenues related to state shared revenues (\$810K), local sales tax collections (\$600K), commercial building permit fee collections (\$740K) and miscellaneous charges for services (\$100K).
- ⇒ The estimated increase in local sales tax collections may be attributed to inflation (\$250K), new development (\$150K) and enhanced local sales tax auditing efforts (\$200K).

Grant Revenues

Fund	Department	FY 2004/05 Amount	FY 2005/06 Amount
General	Police	\$702,900	\$750,500
Highway	Public Works	565,000	565,000
Public Transportation	Public Works	71,580	128,160
Stormwater Utility	Public Works	-0-	7,562
Total Grant Revenues		\$1,339,480	\$1,451,222

Expenditures

Expenditures for FY 2005/06 total \$99.0 million.

	FY 2004/05 Adopted	FY 2005/06 Recommended	Dollar Change	Percentage Change
General Fund	\$ 25,692,971	\$ 30,490,206	\$ 4,797,235	18.7%
Highway Fund	6,622,272	7,394,643	772,371	11.7%
Public Transportation	504,995	580,880	75,885	15.0%
Roadways	30,116,623	12,262,181	(17,854,442)	-59.3%
Water Utility	41,834,535	30,333,370	(11,501,165)	-27.5%
All Other Funds	13,071,490	17,932,980	4,861,490	37.2%
Total of All Funds	\$ 117,842,886	\$ 98,994,260	\$ (18,848,626)	-16.0%

General Fund expenditures are increased \$4.8 million or 18.7%

Personnel-related cost increases total \$1.4 million.

Capital Improvement Plan funding has been increased by \$640,000.

The General Fund Contingency has been increased by \$1.5 million.

The Library budget has been increased by \$243,000 or 25.1% due to facility expansion.

The Police Department budget has been increased by \$1,231,000 or 13.3% due to increased personnel, operations and maintenance and capital expenditures.

Administration budgets have been increased by \$1.4M or 38.1% primarily related to capital project funding for technology improvements and new personnel in the Town Manager and Legal Departments.

The Highway Fund Contingency is estimated to increase by \$1.5 million due to construction sales tax collections.

Roadway Funds projects should decrease by about \$17.9 million due to completion or substantial completion of the Tangerine Road Widening, La Canada Drive Extension and La Canada Drive Widening projects.

The Reclaimed Water System project will be substantially completed by June 30, 2005, which has resulted in the large decrease in the Oro Valley Water Utility's budget.

\$6.0 million is included in the "All Other Funds" category for land acquisition and development of the municipal operations center.

Financial Assessment

Oro Valley continues to be financially strong. Over the years, through sound fiscal management, Oro Valley has positioned itself well to weather economic downturns, create a positive atmosphere for economic development, and provide greater flexibility on budgetary issues.

Fund Balances

One measure of a city or town's financial strength is the level of its fund balances (i.e., revenues exceed expenditures). The Town's estimated unrestricted fund balance in the General Fund will approximate \$10.0 million as of June 30, 2005. This balance represents 46% of FY 2005/06 total General Fund revenue. Contingency is the estimated fund balance at the end of the fiscal year, June 30, 2006.

Fund	Fund Balances At July 1, 2005	Fund Balances at June 30, 2006
General Fund	\$9,977,047	\$8,572,405
Highway Fund	2,633,643	1,838,320
Public Transportation	61,658	-0-
Roadways	6,462,181	493,313
Oro Valley Water Utility	18,593,648	11,367,253
Other Funds	323,219	347,690
Total All Funds	\$38,051,396	\$22,618,981

Budget Policy

The Town Council’s budgetary policy for the General Fund directs that recurring revenues meet or exceed recurring expenses and that a contingency reserve equal to 20% or more of recurring expenses be maintained. The 20% contingency reserve requirement has been met:

Expenditures	\$23,246,148
Contingency Requirement	<u>20%</u>
Required Contingency	<u>\$ 4,649,229</u>

The contingency reserve of \$8,572,405 exceeds the contingency reserve requirement by \$3,923,176.

The following is a comparative estimate of revenues and expenditures as related to the recurring revenues/expenditures:

Revenues	\$21,841,506
Expenditures & Transfers	<u>23,246,148</u>
Difference	<u><\$ 1,404,642></u>

The negative difference of \$1,404,642 may be attributed to \$395,760 of Council adjustments, \$850,000 in Capital Improvement Plan (CIP) projects and \$272,875 of carryforward projects from the Police Department (\$255,485) and Parks and Recreation (\$17,390).

The following depicts the General Fund’s unreserved fund balance at fiscal year ends since 1998.

FYE June 30,	General Fund Unreserved Fund Balance
1998	\$ 5,710,237
1999	\$ 8,153,878
2000	\$ 10,001,568
2001	\$ 10,700,822
2002	\$ 9,871,155
2003	\$ 7,571,947
2004	\$ 8,974,342
2005	\$ 9,977,047*
2006	\$ 8,572,405*

*Projected

Fund Subsidies

Two Funds of the Town currently receive subsidies including the Public Transportation Fund and Stormwater Utility Fund.

Public Transportation Fund revenues are insufficient to cover expenditures. Therefore, a General Fund transfer of \$165,562 is included in the budget and reflects the downward adjustment of \$89,000 in LTAF II funding.

The Stormwater Utility Fund will receive a \$79,778 subsidy from the General Fund in FY 2005/06. This amount compares to \$91,194 in FY 2004/05.

Bond Ratings

The Town's bond ratings are further evidence of its financial strength. Oro Valley's excise tax revenue bonds and senior lien water project revenue bonds are currently rated A+ by Fitch, and A by Standard & Poor's. Such rankings mean the Town's bonds are considered to be of excellent investment quality, meaning lower interest rates on bonds with corresponding lower interest payments. Having solid financial policies and strong financial reserves are principal reasons for these excellent bond ratings.

Fitch	June 2005	A+
Standard & Poor's	June 2005	A

Long-Term Debt

The following is a summary of the principal balances of the Town's municipal bond issuances as of July 1, 2005:

	General Fund	Water Utility	Roadway Funds	Totals
Certificates of Participation-Series 1996	\$ 215,000	\$ -	\$ -	\$ 215,000
Municipal Property Corporation Bonds-Series 1996	-	15,975,000	-	15,975,000
Municipal Property Corporation Bonds-Series 1999	850,000	2,540,000	-	3,390,000
Excise Tax Revenue Obligations- Series 2000	945,000	-	-	945,000
Municipal Property Corporation Bonds-Series 2001	2,610,534	4,384,466	-	6,995,000
Excise Tax Revenue Refunding Bonds-Series 2003	5,442,500	10,107,500	-	15,550,000
Municipal Property Corporation Bonds-Series 2003	-	31,290,000	-	31,290,000
Tangerine Road Widening-HELP Loan - 2003	-	-	780,000	780,000
La Canada Drive Extension HELP Loan- 2004	-	-	4,023,100	4,023,100
Oracle Road Improvement District- 2005	-	-	3,945,000	3,945,000
TOTAL	\$ 10,063,034	\$64,296,966	\$ 8,748,100	\$ 83,108,100

Capital Assets

The Town of Oro Valley's investment in capital assets for its Governmental and Business-type Activities as of June 30, 2004 was \$98,317,852 (net of accumulated depreciation). This investment in capital assets includes land, buildings and improvements, machinery, equipment and vehicles, park facilities, streets, water systems and water rights. The net increase in the Town of Oro Valley's investment in capital assets for the current fiscal year was \$18,366,724 or 23%.

	<u>Governmental Activities</u>	
	<u>2004</u>	<u>2003</u>
Land	\$ 10,021,765	\$ 10,021,765
Infrastructure	1,804,020	1,468,728
Buildings and improvements	14,866,520	15,257,062
Machinery, equipment and vehicles	1,977,504	2,257,326
Construction in progress	<u>18,936,605</u>	<u>4,663,250</u>
Total	<u>\$ 47,606,414</u>	<u>\$ 33,668,131</u>

The increase of \$13.9M in capital assets for governmental activities is mainly attributed to road improvements projects under construction for the fiscal year ended.

	<u>Business-type Activities</u>	
	<u>2004</u>	<u>2003</u>
Land	\$ 103,691	\$ 103,691
Water rights	6,172,361	6,172,361
Water system	39,846,768	38,675,524
Equipment and vehicles	561,145	612,192
Construction in progress	<u>4,027,473</u>	<u>791,229</u>
Total	<u>\$ 50,711,438</u>	<u>\$ 46,282,997</u>

The increase in the business-type activities of \$4.4M was largely due to construction in progress on the reclaimed water delivery system which is expected to be substantially completed in fiscal year 2004/2005.

Conclusion

The Town of Oro Valley has a long history of maintaining a high quality of service to its citizens. Whether these service levels fit the "basic service" definition or a "quality of life" definition, the Town seeks a balance to provide services to all its residents, and at the lowest possible cost.

The budget for FY 2005/06 reflects the commitment to maintain these high levels of service amid fluctuating economic uncertainties.

Maintaining the Town's excellent financial situation is a top priority of the Town Council and staff. As such, we will continue to focus on the Town's financial planning to model future financial scenarios. Limiting recurring General Fund operating expenses along with enhancing revenues in future years will be a key factor in our scenario planning.

The budget reflects the Council's policy of preserving Oro Valley's strong financial position by maintaining strong fund balances and reserves, attracting and retaining high quality staff with highly competitive salaries and benefits, adding new programs cautiously and making decisions within the context of our comprehensive financial plan. The budget asserts our commitment to meet and exceed our community's high expectations and to continue to meet these needs at the lowest possible cost to our citizens.

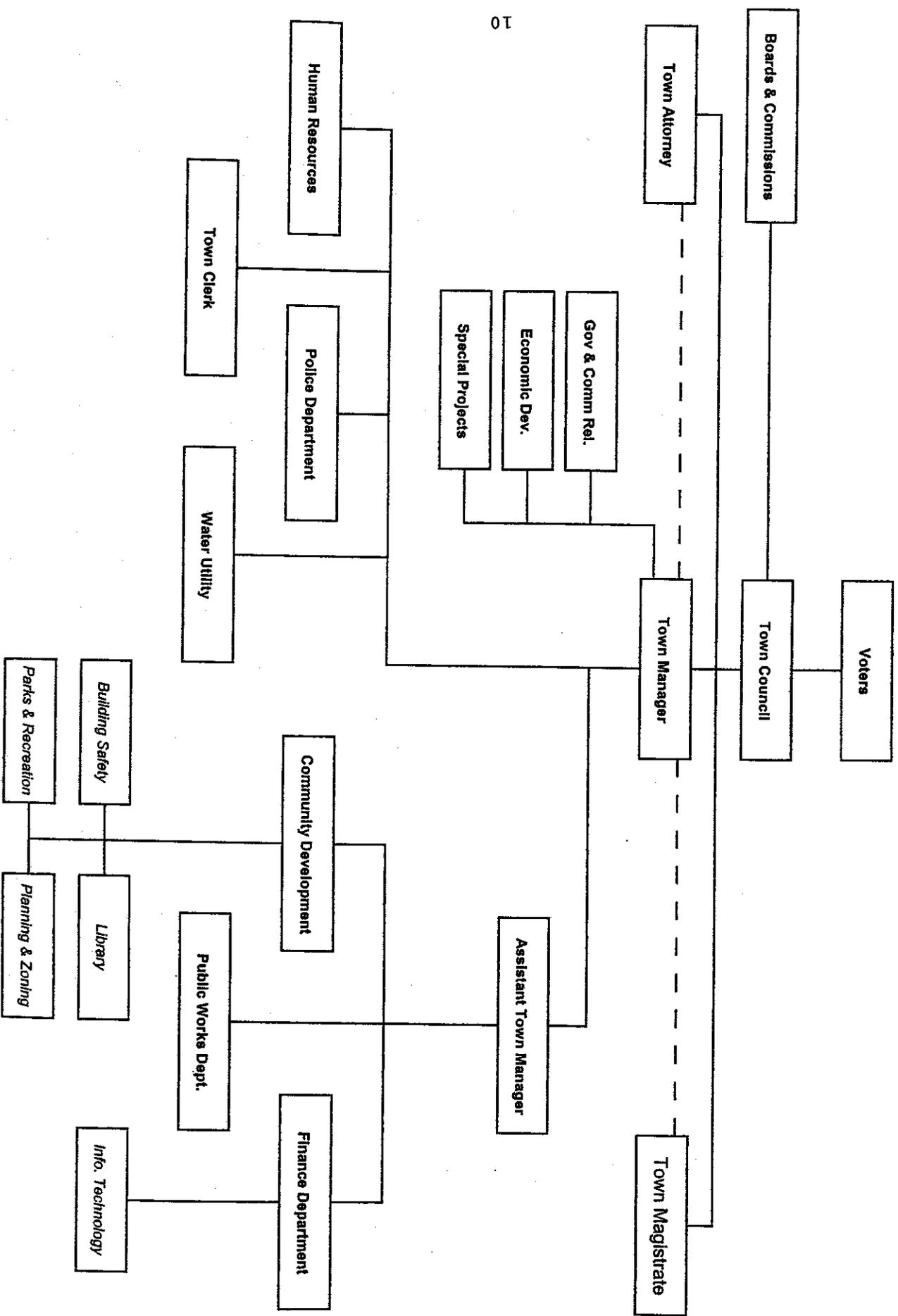
Respectfully submitted,

David L. Andrews
Assistant Town Manager

Chuck Sweet
Town Manager

TOWN MANAGER ORGANIZATION CHART

FY 2005-2006



RESOLUTION NO. (R) 05-_____

A RESOLUTION OF THE MAYOR AND COUNCIL OF THE TOWN OF ORO VALLEY, ARIZONA, APPROVING THE ADOPTION OF THE BUDGET OF THE TOWN OF ORO VALLEY FOR THE FISCAL YEAR 2005-2006.

WHEREAS, on June 15, 2005 and in accordance with Arizona Revised Statutes §§ 42-17101 and 42-17102, the Town authorized an estimate of the different amounts required to meet the public expenditures for the ensuing year, also an estimate of revenues from sources other than direct taxation, and the amount to be raised by taxation upon real and personal property of the Town of Oro Valley; and

WHEREAS, after notice of a public hearing in accordance with Arizona Revised Statute §§ 42-17103, 42-17104, and 42-17105, the Council met on July 20, 2005 at which time any taxpayer was entitled to appear and be heard in favor of or against any of the proposed expenditures or tax levies before the Council adopted the estimates of the proposed expenditures, constituting the budget of the Town of Oro Valley for the Fiscal Year 2005-2006; and

WHEREAS, the sums to be raised by taxation, as specified therein, do not in the aggregate amount exceed the primary property tax levy limits as calculated in accordance with Arizona Revised Statute § 42-17051(A).

NOW, THEREFORE, BE IT RESOLVED by the Mayor and Council of the Town of Oro Valley, Arizona, that the said estimates of revenues and expenditures shown on the accompanying schedules as now increased, reduced or changed by and the same are hereby adopted as the budget of the Town of Oro Valley for the Fiscal Year 2005-2006 in the amount of \$98,994,260.

PASSED AND ADOPTED by the Mayor and Town Council of the Town of Oro Valley, Arizona this 20th day of July, 2005.

TOWN OF ORO VALLEY, ARIZONA

Paul H. Loomis, Mayor

ATTEST:

Kathryn E. Cuvelier, Town Clerk

APPROVED AS TO FORM:

Melinda Garrahan, Town Attorney

TOWN OF ORO VALLEY
Summary Schedule of Estimated Revenues and Expenditures/Expenses
Fiscal Year 2005/2006

<i>FUND</i>	ADOPTED BUDGETED EXPENDITURES/ EXPENSES 2004/2005*	ACTUAL EXPENDITURES/ EXPENSES 2004/2005*	UNRESERVED FUND BALANCE/ RETAINED EARNINGS AT 7/1/2005**	DIRECT PROPERTY TAX REVENUES 2005/2006	ESTIMATED REVENUES OTHER THAN PROPERTY TAXES 2005/2006	OTHER FINANCING 2005/2006		INTERFUND TRANSFERS 2005/2006		TOTAL RESOURCES AVAILABLE 2005/2006	BUDGETED EXPENDITURES/ EXPENSES 2005/2006
						SOURCES	USES	IN	(OUT)		
1. General Fund	\$ 25,722,971	\$ 17,992,641	\$ 9,977,047	\$ -	\$ 21,841,506	\$ -	\$ -	\$ -	\$ (1,328,347)	\$ 30,490,206	\$ 30,490,206
2. Special Revenue Funds	7,309,094	4,443,953	2,766,391	-	5,224,660	-	-	165,562	-	8,156,613	8,156,613
3. Debt Service Funds Available	1,919,159	1,116,088	220,438	-	96,414	-	-	1,083,007	-	1,399,859	1,399,859
4. Less: Designation for Future Debt Retirement			-	-	-	-	-			-	
5. Total Debt Service Funds	1,919,159	1,116,088	220,438	-	96,414	-	-	1,083,007	-	1,399,859	1,399,859
6. Capital Projects Funds	37,216,623	24,653,153	6,462,181	-	12,533,000	6,000,000	-	1,325,000	(1,325,000)	24,995,181	24,995,181
7. Enterprise Funds Available	45,675,039	26,534,896	18,625,339	-	11,747,284	3,500,000	-	79,778	-	33,952,401	33,952,401
8. Less: Designation for Future Debt Retirement			-	-	-	-	-			-	
9. Total Enterprise Funds	45,675,039	26,534,896	18,625,339	-	11,747,284	3,500,000	-	79,778	-	33,952,401	33,952,401
10. Expendable Trust Funds	-	-	-		-	-	-	-	-	-	-
11. Nonexpendable Trust Funds	-	-	-		-	-	-	-	-	-	-
TOTAL ALL FUNDS	\$ 117,842,886	\$ 74,740,731	\$ 38,051,396	\$ -	\$ 51,442,864	\$ 9,500,000	\$ -	\$ 2,653,347	\$ (2,653,347)	\$ 98,994,260	\$ 98,994,260

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 or voter-approved alternative expenditure limitation

	2004/2005	2005/2006
1. Budgeted expenditures/expenses	\$ 117,842,886	\$ 98,994,260
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 or voter-approved alternative expenditure limitation	\$ 117,842,886	\$ 98,994,260

* Includes Expenditure/Expense Adjustments Approved in 2004/2005 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.

***The Town of Oro Valley does not levy property taxes and does not have special assessment districts for which property taxes are levied. Therefore, Schedule B has been omitted.

SCHEDULE A

TOWN OF ORO VALLEY
Summary By Fund Type of Revenues Other Than Property Taxes
Fiscal Year 2004/2005

SOURCE OF REVENUES	ESTIMATED REVENUES 2004/2005	ACTUAL REVENUES 2004/2005*
<i>GENERAL FUND:</i>		
Local Taxes:		
Local Sales	\$ 7,610,000	\$ 7,667,000
Cable Franchise	380,000	390,000
<i>Subtotal Local Taxes</i>	7,990,000	8,057,000
Licenses & Permits	2,165,000	2,560,000
Federal Grants	594,400	482,400
State Grants	108,500	104,762
State/County Shared	7,110,000	7,216,000
Other Intergovernmental	507,000	490,000
Charges for Services	589,100	771,800
Fines	200,000	187,000
Interest Income	165,000	200,000
Miscellaneous	125,000	135,000
TOTAL GENERAL FUND	\$ 19,554,000	\$ 20,203,962

**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.*

SCHEDULE C (1 of 3)

TOWN OF ORO VALLEY
Summary By Fund Type of Revenues Other Than Property Taxes
Fiscal Year 2005/2006

SOURCE OF REVENUES	ESTIMATED REVENUES 2004/2005	ACTUAL REVENUES 2004/2005*	ESTIMATED REVENUES 2005/2006
SPECIAL REVENUE FUNDS:			
<i>HIGHWAY USER REVENUE FUND:</i>			
Local Sales Tax	\$ 1,575,000	\$ 1,350,000	\$ 1,391,000
<i>Subtotal Local Sales Tax</i>	1,575,000	1,350,000	1,391,000
Intergovernmental Revenues:			
Highway Users Fuel Tax	2,555,000	2,555,000	2,761,000
State Grants	565,000	-	565,000
<i>Subtotal Intergovernmental Revenues:</i>	3,120,000	2,555,000	3,326,000
Miscellaneous Revenues	48,000	328,000	44,000
<i>HIGHWAY FUND TOTALS</i>	\$ 4,743,000	\$ 4,233,000	\$ 4,761,000
<i>SEIZURE AND FORFEITURES -STATE FUND</i>	\$ 15,000	\$ 11,392	\$ 10,000
<i>SEIZURE AND FORFEITURES -JUSTICE FUND</i>	\$ 50,000	\$ 63,483	\$ 100,000
<i>PUBLIC TRANSPORTATION FUND:</i>			
Local Transportation Assistance	\$ 192,000	\$ 279,262	\$ 190,000
State Grants	56,580	56,580	113,160
Federal Grants	15,000	-	15,000
Miscellaneous Other Revenues	33,600	36,800	35,500
<i>PUBLIC TRANSPORTATION TOTALS</i>	\$ 297,180	\$ 372,642	\$ 353,660
<i>TOTAL - SPECIAL REVENUE FUNDS</i>	\$ 5,105,180	\$ 4,680,517	\$ 5,224,660

**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.*

SCHEDULE C (2 of 3)

TOWN OF ORO VALLEY
Summary By Fund Type of Revenues Other Than Property Taxes
Fiscal Year 2005/2006

SOURCE OF REVENUES	ESTIMATED REVENUES 2004/2005	ACTUAL REVENUES 2004/2005	ESTIMATED REVENUES 2005/2006
<i>DEBT SERVICE FUNDS:</i>			
Municipal Debt Service	\$ 3,000	\$ 2,800	\$ 3,000
Oracle Road Improvement District	631,946	-	93,414
<i>TOTAL - DEBT SERVICE FUNDS</i>	\$ 634,946	\$ 2,800	\$ 96,414
<i>CAPITAL PROJECT FUNDS:</i>			
Library Construction Fund	\$ 1,100,000	\$ 367,000	\$ 733,000
Steam Pump Ranch Acquisition	2,000,000	-	2,000,000
Honey Bee Village Acquisition	1,000,000	-	1,000,000
Naranja Town Site Acquisition	3,000,000	-	3,000,000
Alternative Water Resources Dev. Impact Fees	-	-	-
Townwide Roadway Dev. Impact Fees	7,397,666	5,739,057	1,290,000
Oracle Road Construction	-	1,488,301	-
First Avenue Bridge	3,335,000	2,500,000	835,000
First Avenue Widening	-	-	2,900,000
Pusch View/Lambert Lane Extension	2,300,000	6,450,000	574,000
CDO Linear Park	1,470,000	201,000	201,000
<i>TOTAL CAPITAL PROJECT FUNDS</i>	\$ 21,602,666	\$ 16,745,358	\$ 12,533,000
<i>ENTERPRISE FUNDS:</i>			
Oro Valley Water Utility:			
Water Sales	\$ 8,774,100	\$ 8,823,100	\$ 9,307,000
Charges for Services	982,900	1,167,800	1,083,162
Interest Income	122,500	280,000	250,000
Alternative Water Resources Dev. Impact Fees	126,000	118,000	132,000
Oro Valley Water Connection Fees	840,000	881,000	967,560
Miscellaneous	-	-	-
<i>Subtotal Water Utility:</i>	10,845,500	11,269,900	11,739,722
Oro Valley Stormwater Utility	-	(175,297)	7,562
<i>TOTAL - ENTERPRISE FUNDS</i>	\$ 10,845,500	\$ 11,094,603	\$ 11,747,284
<i>TOTAL ALL FUNDS</i>	\$ 57,742,292	\$ 52,727,240	\$ 51,442,864

**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 ORO VALLEY
Summary By Fund Type of Other Financing Sources/(Uses) and Interfund Transfers
Fiscal Year 2005/2006

FUND	OTHER FINANCING 2005/2006		INTERFUND TRANSFERS 2005/2006	
	SOURCES	(USES)	IN	(OUT)
GENERAL FUND:				
Transfer to Municipal Debt Service Fund	\$ -	\$ -	\$ -	\$ 1,083,007
Transfer to Public Transportation Fund	-	-	-	165,562
Transfer to Enterprise Fund	-	-	-	79,778
TOTAL GENERAL FUND	\$ -	\$ -	\$ -	\$ 1,328,347
DEBT SERVICE FUNDS:				
Municipal Debt Service Fund-General Fund Transfer In	\$ -	\$ -	\$ 1,083,007	\$ -
TOTAL DEBT SERVICE FUNDS	\$ -	\$ -	\$ 1,083,007	\$ -
SPECIAL REVENUE FUNDS:				
Public Transportation Fund	\$ -	\$ -	\$ 165,562	\$ -
TOTAL SPECIAL REVENUE FUNDS	\$ -	\$ -	\$ 165,562	\$ -
CAPITAL PROJECTS FUNDS:				
Townwide Roadway Development Impact Fees Fund	\$ -	\$ -	\$ -	\$ 1,325,000
La Canada Drive Extension Construction Fund	-	-	225,000	-
First Avenue Widening Construction Fund	-	-	300,000	-
Pusch View/Lambert Lane Extension Construction Fund	-	-	800,000	-
Municipal Operations Center Land & Facilities Fund	6,000,000	-	-	-
TOTAL CAPITAL PROJECTS FUNDS	\$ 6,000,000	\$ -	\$ 1,325,000	\$ 1,325,000
ENTERPRISE FUNDS:				
Water Co. Acquisiton-Bond Proceeds	\$ 3,500,000	\$ -	\$ -	\$ -
Stormwater Utility Fund	-	-	80,205	-
TOTAL ENTERPRISE FUNDS	\$ 3,500,000	\$ -	\$ 79,778	\$ -
TOTAL ALL FUNDS	\$ 9,500,000	\$ -	\$ 2,653,347	\$ 2,653,347

SCHEDULE D (1 OF 1)

TOWN OF ORO VALLEY
Summary by Department of Expenditures/Expenses Within Each Fund Type
Fiscal Year 2005/2006

FUND/DEPARTMENT	ADOPTED BUDGETED EXPENDITURES/ EXPENSES 2004/2005	EXPENDITURE/ EXPENSE ADJUSTMENTS APPROVED 2004/2005	ACTUAL EXPENDITURES/ EXPENSES 2004/2005*	BUDGETED EXPENDITURES/ EXPENSES 2005/2006
GENERAL FUND:				
Town Council	\$ 189,509		\$ 183,708	\$ 216,509
Town Clerk	334,393		261,668	414,743
Magistrate Court	552,035		519,924	613,886
Town Manager	402,888		366,104	586,011
Human Resources	253,164		253,845	267,364
Finance	472,603		466,586	960,255
Economic Development	626,550		617,585	689,956
Information Technology	407,130		394,109	602,383
Legal	569,504		521,376	839,615
Police	9,004,536		8,626,101	10,302,509
<i>Community Development:</i>				
Community Development - Administration	388,315		365,201	451,971
Library Services	967,829		936,889	1,210,679
Planning & Zoning	809,407		749,302	831,498
Building Safety	1,249,432	14,849	1,196,413	1,275,274
Parks & Recreation	1,549,008	18,000	1,646,572	1,638,102
Subtotal - Community Development	4,963,991	32,849	4,894,377	5,407,524
Custodial/Facility Maintenance	151,139		148,418	164,077
Public Works	317,403		288,627	345,247
General Administration	393,404	73,000	450,213	507,722
Contingency/Reserve	7,084,722	(135,849)	-	8,572,405
TOTAL GENERAL FUND	\$ 25,722,971	\$ (30,000)	\$ 17,992,641	\$ 30,490,206
SPECIAL REVENUE FUNDS:				
HIGHWAY USERS REVENUE FUND:				
Public Works	\$ 6,236,090		\$ 3,660,709	\$ 5,556,323
Contingency/Reserve	386,182		-	1,838,320
TOTAL HIGHWAY FUND	\$ 6,622,272		\$ 3,660,709	\$ 7,394,643
SEIZURES & FORFEITURES - STATE FUND:				
	\$ 123,973		\$ 68,500	\$ 76,282

**Includes actual expenditures 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.*

SCHEDULE E (1 of 3)

TOWN OF ORO VALLEY
Summary by Department of Expenditures/Expenses Within Each Fund Type
Fiscal Year 2005/2006

FUND/DEPARTMENT	ADOPTED BUDGETED EXPENDITURES/ EXPENSES 2004/2005	EXPENDITURE/ EXPENSE ADJUSTMENTS APPROVED 2004/2005	ACTUAL EXPENDITURES/ EXPENSES 2004/2005*	BUDGETED EXPENDITURES/ EXPENSES 2005/2006
SEIZURES & FORFEITURES - JUSTICE FUND:	\$ 123,854		\$ 211,854	\$ 104,808
PUBLIC TRANSPORTATION FUND	\$ 438,995	\$ 66,000	\$ 502,890	\$ 580,880
TOTAL SPECIAL REVENUE FUNDS	\$ 7,309,094	\$ 66,000	\$ 4,443,953	\$ 8,156,613
DEBT SERVICE FUNDS:				
Municipal Debt Service Fund	\$ 1,287,213		\$ 1,116,088	\$ 1,266,445
Oracle Road Improvement District	631,946		-	133,414
TOTAL DEBT SERVICE FUNDS	\$ 1,919,159	\$ -	\$ 1,116,088	\$ 1,399,859
CAPITAL PROJECT FUNDS:				
TOWNWIDE ROADWAY DEV. IMPACT FEES	\$ 9,829,788		\$ 7,233,301	\$ 2,465,163
Contingency/Reserve	1,382,071			493,313
TOTAL TOWNWIDE ROADWAY DEV. IMPACT	11,211,859		7,233,301	2,958,476
LA CANADA DRIVE EXTENSION	5,035,000		4,916,227	225,000
FIRST AVENUE BRIDGE	3,335,000		2,500,000	835,000
FIRST AVENUE WIDENING	-		-	3,200,000
PUSCH VIEW/LAMBERT LANE EXTENSION	3,400,000		6,600,000	2,269,664
CDO LINEAR PARK	1,570,000		201,000	300,089
ORACLE RD. CONSTRUCTION	5,564,764		2,782,382	2,473,952
LIBRARY CONSTRUCTION	1,100,000	30,000	420,243	733,000
STEAM PUMP RANCH ACQUISITION	2,000,000		-	2,000,000
HONEY BEE VILLAGE ACQUISITION	1,000,000		-	1,000,000
NARANJA TOWN SITE ACQUISITION	3,000,000		-	3,000,000
MUNICIPAL OPERATIONS CENTER LAND & FACILITIES	-		-	6,000,000
TOTAL CAPITAL PROJECT FUNDS	\$ 37,216,623	\$ 30,000	\$ 24,653,153	\$ 24,995,181

**Includes actual expenditures 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 ORO VALLEY
Summary by Department of Expenditures/Expenses Within Each Fund Type
Fiscal Year 2005/2006

FUND/DEPARTMENT	ADOPTED BUDGETED EXPENDITURES/ EXPENSES 2004/2005	EXPENDITURE/ EXPENSE ADJUSTMENTS APPROVED 2004/2005	ACTUAL EXPENDITURES/ EXPENSES 2004/2005*	BUDGETED EXPENDITURES/ EXPENSES 2005/2006
<i>ENTERPRISE FUNDS:</i>				
<i>ORO VALLEY WATER UTILITY</i>	\$ 26,218,200		\$ 26,404,931	\$ 18,966,117
Contingency/Reserve	15,616,335		-	11,367,253
<i>TOTAL ORO VALLEY WATER UTILITY</i>	\$ 41,834,535		\$ 26,404,931	\$ 30,333,370
<i>WATER UTILITY ACQUISTION FUND</i>	3,500,000	(66,000)	-	3,500,000
<i>STORMWATER UTILITY</i>	340,504		129,965	119,031
<i>TOTAL ENTERPRISE FUNDS</i>	\$ 45,675,039	\$ (66,000)	\$ 26,534,896	\$ 33,952,401
<i>TOTAL ALL FUNDS</i>	\$ 117,842,886	\$ -	\$ 74,740,731	\$ 98,994,260

**Includes actual expenditures 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.*

SCHEDULE E (3 of 3)

TOWN OF ORO VALLEY

FISCAL YEAR 2005-2006

GENERAL FUND

REVENUES AND OTHER FINANCING SOURCES

RESOURCES	CURRENT YEAR 2004-2005		BUDGET YEAR 2005-2006	
	BUDGET	ESTIMATED ACTUAL	MANAGER REVIEW	COUNCIL APPROVAL
REVENUES:				
LOCAL TAXES:				
Local Sales Tax	\$ 7,610,000	\$ 7,667,000	\$ 8,176,000	\$ 8,176,000
Cable Franchise	380,000	390,000	402,000	402,000
SUBTOTAL: LOCAL TAXES	\$ 7,990,000	\$ 8,057,000	\$ 8,578,000	\$ 8,578,000
LICENSES & PERMITS:				
Business Licenses & Permits	\$ 120,000	\$ 130,000	\$ 130,000	\$ 130,000
Residential Building Permits	1,731,200	1,510,000	1,510,000	1,510,000
Commercial Building Permits	258,800	820,000	1,000,000	1,000,000
Sign Permits	18,000	30,000	30,000	30,000
Special Inspection Fees	12,000	10,000	10,000	10,000
Grading Permit Fees	25,000	60,000	25,000	25,000
SUBTOTAL: LICENSES & PERMITS	\$ 2,165,000	\$ 2,560,000	\$ 2,705,000	\$ 2,705,000
STATE SHARED:				
Vehicle License Tax	\$ 1,340,000	\$ 1,380,000	\$ 1,450,000	\$ 1,450,000
State Income	2,936,000	2,936,000	3,342,000	3,342,000
State Sales	2,834,000	2,900,000	3,128,000	3,128,000
SUBTOTAL: STATE SHARED	\$ 7,110,000	\$ 7,216,000	\$ 7,920,000	\$ 7,920,000
STATE GRANTS:				
Safe Schools Grant	\$ 85,000	\$ 85,000	\$ 85,000	\$ 85,000
Miscellaneous State Grants	23,500	19,762	23,500	23,500
SUBTOTAL: STATE GRANTS	\$ 108,500	\$ 104,762	\$ 108,500	\$ 108,500
OTHER INTERGOVERNMENTAL:				
James D. Kriegh Park Operating Contributions	\$ 30,000	\$ 30,000	\$ 30,000	\$ 30,000
Pima County Library District	477,000	460,000	632,606	632,606
SUBTOTAL: OTHER INTERGOVERNMENTAL	\$ 507,000	\$ 490,000	\$ 662,606	\$ 662,606

(Continued on following page)

TOWN OF ORO VALLEY
FISCAL YEAR 2005-2006
GENERAL FUND
REVENUES AND OTHER FINANCING SOURCES

(Continued)

RESOURCES	CURRENT YEAR 2004-2005		BUDGET YEAR 2005-2006	
	BUDGET	ESTIMATED ACTUAL	MANAGER REVIEW	COUNCIL APPROVAL
FEDERAL GRANTS:				
MANTIS	\$ 75,000	\$ 75,000	\$ 75,000	\$ 75,000
COPS Universal	240,000	120,000	120,000	120,000
DEA OT Reimbursement	20,000	15,000	20,000	20,000
HIDTA MANTIS	117,000	117,000	117,000	117,000
HIDTA DEA	50,000	50,000	50,000	50,000
DOJ Homeland Security	47,400	47,400	195,000	195,000
GOCHS Personal Protective Eqpt.	45,000	45,000	45,000	45,000
Miscellaneous Federal Grants	-	13,000	20,000	20,000
SUBTOTAL: FEDERAL GRANTS	\$ 594,400	\$ 482,400	\$ 642,000	\$ 642,000
CHARGES FOR SERVICES:				
Court Costs - Reimbursements	\$ 65,000	\$ 107,000	\$ 107,000	\$ 107,000
Public Defender - Reimbursements	5,000	6,300	6,000	6,000
Recording Fees	5,000	8,000	8,000	8,000
Zoning & Subdivision Fees	175,000	175,000	175,000	175,000
User Fees - Swimming Pool	65,000	80,000	85,000	85,000
User Fees - Electricity	16,000	12,000	12,000	12,000
User Fees - Miscellaneous	100,000	130,000	140,000	140,000
Recreation In-Lieu Fees	-	83,100	-	-
Copying Fees	3,000	3,000	3,000	3,000
Town Hall Usage Fees	5,000	9,000	9,000	9,000
General Government Other	4,000	3,000	3,000	3,000
Police Report Copying	13,000	14,000	14,000	14,000
Police Other	400	1,500	1,500	1,500
Building Inspection Copying Fees	100	-	-	-
Engineer Plan Review Fees	16,000	10,000	10,000	10,000
Grading Review Fees	5,000	5,000	5,000	5,000
Grading Inspection Fees	8,000	6,000	6,000	6,000
Code Book Sales	1,000	1,600	1,600	1,600
Financial Services	36,600	36,600	36,600	36,600
Real Property Rental Income - Water Utility	65,000	80,000	80,000	80,000
Maps	1,000	700	700	700
SUBTOTAL: CHARGES FOR SERVICES	\$ 589,100	\$ 771,800	\$ 703,400	\$ 703,400
FINES:	\$ 200,000	\$ 187,000	\$ 187,000	\$ 187,000

(Continued on following page)

TOWN OF ORO VALLEY
FISCAL YEAR 2005-2006
GENERAL FUND
REVENUES AND OTHER FINANCING SOURCES

(Continued)

RESOURCES	CURRENT YEAR 2004-2005		BUDGET YEAR 2005-2006	
	BUDGET	ESTIMATED ACTUAL	MANAGER REVIEW	COUNCIL APPROVAL
MISCELLANEOUS:				
Donations	\$ 5,000	\$ -	\$ -	\$ -
Miscellaneous	5,000	10,000	10,000	10,000
Insurance Recoveries	25,000	25,000	25,000	25,000
In-Lieu Income	90,000	100,000	100,000	100,000
SUBTOTAL: MISCELLANEOUS	\$ 125,000	\$ 135,000	\$ 135,000	\$ 135,000
INTEREST INCOME:	\$ 165,000	\$ 200,000	\$ 200,000	\$ 200,000
SUBTOTAL: REVENUES	\$ 19,554,000	\$ 20,203,962	\$ 21,841,506	\$ 21,841,506
OTHER FINANCING SOURCES:				
Carry Forward of Fund Balance	\$ 7,335,587	\$ 8,974,342	\$ 9,977,047	\$ 9,977,047
SUBTOTAL: OTHER FINANCING SOURCES	\$ 7,335,587	\$ 8,974,342	\$ 9,977,047	\$ 9,977,047
TOTAL REVENUES & OTHER FINANCING SOURCES	\$ 26,889,587	\$ 29,178,304	\$ 31,818,553	\$ 31,818,553

TOWN OF ORO VALLEY

FISCAL YEAR 2005-2006

HIGHWAY FUND

REVENUES AND OTHER FINANCING SOURCES

RESOURCES	CURRENT YEAR 2004-2005		BUDGET YEAR 2005-2006	
	BUDGET	ESTIMATED ACTUAL	MANAGER REVIEW	COUNCIL APPROVAL
REVENUES:				
LOCAL TAXES:				
Local Sales Tax	\$ 1,575,000	\$ 1,350,000	\$ 1,391,000	\$ 1,391,000
LICENSES & PERMITS:				
Road Permits	\$ 22,000	\$ 20,000	\$ 20,000	\$ 20,000
Floodplain Use Permits	3,000	1,000	1,000	1,000
SUBTOTAL LICENSES & PERMITS	\$ 25,000	\$ 21,000	\$ 21,000	\$ 21,000
STATE GRANTS:				
PAG Reimbursements	\$ 565,000	\$ -	\$ 565,000	\$ 565,000
STATE SHARED REVENUES:				
Highway User Fuels Tax	\$ 2,555,000	\$ 2,555,000	\$ 2,761,000	\$ 2,761,000
CHARGES FOR SERVICES:				
Engineer's Plan Review Fees	\$ 1,000	\$ 2,000	\$ 2,000	\$ 2,000
INTEREST INCOME:	\$ 20,000	\$ 40,000	\$ 20,000	\$ 20,000
OTHER REVENUES:				
Miscellaneous	\$ 1,000	\$ 130,000	\$ 1,000	\$ 1,000
Insurance Recoveries	1,000	-	-	-
Subdivision Rehabilitation	-	135,000	-	-
SUBTOTAL: OTHER REVENUES	\$ 2,000	\$ 265,000	\$ 1,000	\$ 1,000
SUBTOTAL: REVENUES	\$ 4,743,000	\$ 4,233,000	\$ 4,761,000	\$ 4,761,000
OTHER FINANCING SOURCES:				
Carry Forward of Fund Balance	\$ 1,879,272	\$ 2,061,352	\$ 2,633,643	\$ 2,633,643
SUBTOTAL: OTHER FINANCING SOURCES	\$ 1,879,272	\$ 2,061,352	\$ 2,633,643	\$ 2,633,643
TOTAL REVENUES & OTHER FINANCING SOURCES	\$ 6,622,272	\$ 6,294,352	\$ 7,394,643	\$ 7,394,643

TOWN OF ORO VALLEY
FISCAL YEAR 2005-2006
ORO VALLEY WATER UTILITY FUND
REVENUES AND OTHER FINANCING SOURCES

RESOURCES	CURRENT YEAR 2004-2005		BUDGET YEAR 2005-2006		
	BUDGET	ESTIMATED ACTUAL	WUCo RECOMMEND	MANAGER REVIEW	COUNCIL APPROVAL
REVENUES:					
WATER SALES:					
Residential Water Sales	\$ 6,139,200	\$ 6,139,200	\$ 6,257,200	\$ 6,257,200	\$ 6,257,200
Commercial Water Sales	472,200	472,200	452,700	452,700	452,700
Irrigation Water Sales	729,200	729,200	701,100	701,100	701,100
Turf Related Water Sales	1,207,500	1,207,500	708,800	708,800	708,800
Construction Water Sales	226,000	275,000	191,700	191,700	191,700
Reclaimed Water:					
Turf Water Sales	-	-	995,500	995,500	995,500
SUBTOTAL: WATER SALES	\$ 8,774,100	\$ 8,823,100	\$ 9,307,000	\$ 9,307,000	\$ 9,307,000
CHARGES FOR SERVICES:					
Groundwater Preservation	\$ 576,000	\$ 568,000	\$ 658,062	\$ 658,062	\$ 658,062
Engineer Plan Review Fees	20,000	7,000	7,000	7,000	7,000
Misc. Service Revenues	40,000	186,000	50,000	50,000	50,000
Backflow-Install Permit Fee	1,000	1,000	1,000	1,000	1,000
Served by Tucson	10,200	10,100	10,100	10,100	10,100
Served by Metro	10,200	9,500	9,500	9,500	9,500
Sewer Fees	100,000	104,500	105,000	105,000	105,000
Late Fees	70,000	95,000	70,000	70,000	70,000
NSF Fees	3,000	6,200	5,000	5,000	5,000
Meter Income	90,000	90,000	100,000	100,000	100,000
New Service Establish Fees	42,000	58,000	45,000	45,000	45,000
Reconnect Fees	8,000	20,000	10,000	10,000	10,000
Recharge-Kai Farms	12,500	12,500	12,500	12,500	12,500
SUBTOTAL: CHARGES FOR SERVICES	\$ 982,900	\$ 1,167,800	\$ 1,083,162	\$ 1,083,162	\$ 1,083,162
SPECIAL ASSESSMENTS:					
Single Family Connections	\$ 745,000	\$ 700,000	\$ 780,560	\$ 780,560	\$ 780,560
Multi-Family Connections	20,000	11,000	11,000	11,000	11,000
Commercial Connections	50,000	100,000	100,000	100,000	100,000
Irrigation Connections	10,000	50,000	50,000	50,000	50,000
Fire Flow Connections	15,000	20,000	26,000	26,000	26,000
Development Impact Fees	\$ 126,000	118,000	132,000	132,000	132,000
SUBTOTAL SPECIAL ASSESSMENTS	\$ 966,000	\$ 999,000	\$ 1,099,560	\$ 1,099,560	\$ 1,099,560
INTEREST INCOME:					
Investments	\$ 100,000	\$ 240,000	\$ 200,000	\$ 200,000	\$ 200,000
Investments-Connection Fees	6,000	20,000	25,000	25,000	25,000
Intvestments -Alternative Water	16,500	20,000	25,000	25,000	25,000
SUBTOTAL: INTEREST INCOME	\$ 122,500	\$ 280,000	\$ 250,000	\$ 250,000	\$ 250,000
TOTAL REVENUES:	\$ 10,845,500	\$ 11,269,900	\$ 11,739,722	\$ 11,739,722	\$ 11,739,722

TOWN OF ORO VALLEY
 FISCAL YEAR 2005-2006
 ORO VALLEY WATER UTILITY FUND
 REVENUES AND OTHER FINANCING SOURCES
 (Continued)

RESOURCES	CURRENT YEAR 2004-2005		BUDGET YEAR 2005-2006		
	BUDGET	ESTIMATED ACTUAL	WUCo RECOMMEND	MANAGER REVIEW	COUNCIL APPROVAL
OTHER FINANCING SOURCES:					
Cash Carryforward	\$ 9,585,702	\$ 7,777,587	\$ 9,860,458	\$ 9,860,458	\$ 9,860,458
2000 Water Dev. Fee Revenue Obligations	631,341	1,080,428	-	-	-
2001 MPC Bond Proceeds	-	68,467	-	-	-
2003 MPC Bond Proceeds	20,771,992	24,802,197	8,733,190	8,733,190	8,733,190
SUBTOTAL: OTHER FINANCING SOURCES	\$ 30,989,035	\$ 33,728,679	\$ 18,593,648	\$ 18,593,648	\$ 18,593,648
TOTAL REVENUES & OTHER FINANCING SOURCES	\$ 41,834,535	\$ 44,998,579	\$ 30,333,370	\$ 30,333,370	\$ 30,333,370

TOWN OF ORO VALLEY

FISCAL YEAR 2005-2006

ORACLE ROAD IMPROVEMENT DISTRICT CONSTRUCTION FUND

REVENUES AND OTHER FINANCING SOURCES

RESOURCES	CURRENT YEAR 2004-2005		BUDGET YEAR 2005-2006	
	BUDGET	ESTIMATED ACTUAL	MANAGER REVIEW	COUNCIL APPROVAL
	Improvement District Bond Proceeds	\$ 5,564,764	\$ 3,768,033	\$ -
Special Assessment	-	1,488,301	-	
Carryforward Fund Balance	-	-	2,473,952	2,473,952
TOTAL REVENUES & OTHER FINANCING SOURCES	\$ 5,564,764	\$ 5,256,334	\$ 2,473,952	\$ 2,473,952

TOWN OF ORO VALLEY
FISCAL YEAR 2005-2006
PUBLIC TRANSPORTATION FUND
REVENUES AND OTHER FINANCING SOURCES

RESOURCES	CURRENT YEAR 2004-2005		BUDGET YEAR 2005-2006	
	BUDGET	ESTIMATED ACTUAL	MANAGER REVIEW	COUNCIL APPROVAL
REVENUES:				
FEDERAL GRANTS:				
Urbanized Area Formula	\$ 15,000	\$ -	\$ 15,000	\$ 15,000
STP Reimbursement from PAG	56,580	56,580	113,160	113,160
SUBTOTAL: FEDERAL GRANTS	\$ 71,580	\$ 56,580	\$ 128,160	\$ 128,160
STATE SHARED REVENUES:				
L.T.A.F. (Lottery)	\$ 192,000	\$ 192,000	\$ 190,000	\$ 190,000
L.T.A.F. II (Lottery)	66,000	89,262	89,000	-
CHARGES FOR SERVICES:				
Fare Box	\$ 31,500	\$ 32,800	\$ 33,500	\$ 33,500
MISCELLANEOUS:				
Donations	\$ 100	\$ -	\$ -	\$ -
INTEREST INCOME:				
	\$ 2,000	\$ 2,000	\$ 2,000	\$ 2,000
SUBTOTAL: REVENUES	\$ 363,180	\$ 372,642	\$ 442,660	\$ 353,660
OTHER FINANCING SOURCES:				
Transfer from General Fund	\$ 95,998	\$ 95,998	\$ 79,232	\$ 165,562
Carry Forward of Fund Balance	45,817	95,908	61,658	61,658
SUBTOTAL: OTHER FINANCING SOURCES	\$ 141,815	\$ 191,906	\$ 140,890	\$ 227,220
TOTAL FINANCING SOURCES	\$ 504,995	\$ 564,548	\$ 583,550	\$ 580,880

TOWN OF ORO VALLEY
FISCAL YEAR 2005-2006
ORO VALLEY STORMWATER UTILITY FUND
REVENUES AND OTHER FINANCING SOURCES

RESOURCES	CURRENT YEAR 2004-2005		BUDGET YEAR 2005-2006	
	BUDGET	ESTIMATED ACTUAL	MANAGER REVIEW	COUNCIL APPROVAL
	REVENUES:			
Pima County Bond Proceeds	\$ -	\$ (187,007)	\$ -	\$ -
ADEQ Grant reimbursement	-	14,910	7,562	7,562
Interest Investments	-	(3,200)	-	-
SUBTOTAL REVENUES	\$ -	\$ (175,297)	\$ -	\$ -
OTHER FINANCING SOURCES:				
Transfer from General Fund	\$ 91,194	\$ 91,194	\$ 80,205	\$ 79,778
Cash Carryforward	249,310	245,759	31,691	31,691
SUBTOTAL OTHER FINANCING SOURCES:	\$ 340,504	\$ 336,953	\$ 119,458	\$ 119,031
TOTAL REVENUES & OTHER FINANCING SOURCES	\$ 340,504	\$ 161,656	\$ 119,458	\$ 119,031

TOWN OF ORO VALLEY

FISCAL YEAR 2005-2006

SEIZURES & FORFEITURES - STATE FUNDS

REVENUES AND OTHER FINANCING SOURCES

RESOURCES	CURRENT YEAR 2004-2005		BUDGET YEAR 2005-2006	
	BUDGET	ESTIMATED ACTUAL	MANAGER REVIEW	COUNCIL APPROVAL
REVENUES:				
Forfeitures - State & Local	\$ 15,000	\$ 10,000	\$ 10,000	\$ 10,000
Interest Income	-	1,392	-	-
OTHER FINANCING SOURCES:				
Carry Forward of Fund Balance	108,973	123,390	66,282	66,282
TOTAL REVENUES & OTHER FINANCING SOURCES	\$ 123,973	\$ 134,782	\$ 76,282	\$ 76,282

TOWN OF ORO VALLEY

TOWN COUNCIL

GENERAL FUND

FISCAL YEAR 2005-2006

DEPARTMENTAL SERVICES:

The Mayor and Council are currently of seven elected officials of the Town. The Mayor is directly elected by the citizens while the Vice-Mayor is selected by the Council. They serve four-year overlapping terms in the manner prescribed by State law. The Mayor and Council provide policy direction for the Town through the Town Manager with the adoption of rules, regulations, and procedures.

MISSION STATEMENT:

The Mayor and Council of Oro Valley are committed to the creation of a "Community of Excellence" where high quality municipal services are coupled with responsible development. Through the Town Manager, the Mayor and Council provide policy direction by adopting rules, regulations, and procedures to meet community needs. The Mayor and Council remain accountable and accessible to the residents through their commitment to full, honest, and timely communication.

2005/06 BUDGET REQUEST JUSTIFICATION:

With the addition of the two new Council Member positions, the need to properly organize and have available resources is critical. A shared library of resources, maps, and reports is planned to be contained in a cubicle space immediately outside of the council offices. In addition, planning for the Annual League of Arizona Cities & Towns Conference, which is to be held in Mesa, Arizona, has begun and funds are necessary to be allotted for an inviting conference booth space along with exciting promotional items. Also, most meetings are held in the Kachina Conference Room where it has become necessary to include the proper conference room amenities as a dry erase board and seating on the patio. Finally, directional signage throughout the Town Hall campus has been needed as we continually receive requests from the community to identify the buildings. The general public drive around the parking lots hoping to find an identifiable building or wander through the walkways of the campus until they can ask someone to identify the correct building or department. Unfortunately, staff is continually interrupted to give directions when an overall directory map and building placards could more efficiently identify all the municipal services throughout the campus.

TOWN OF ORO VALLEY
TOWN COUNCIL
GENERAL FUND
FISCAL YEAR 2005-2006 BUDGETED EXPENDITURES
SUMMARY

DESCRIPTION	CURRENT YEAR		BUDGET YEAR		
	2004-2005 BUDGET	ESTIMATED ACTUAL	DEPARTMENT REQUEST	MANAGER REVIEW	2005-2006 COUNCIL APPROVAL
PERSONNEL	\$ 70,590	\$ 69,677	\$ 70,590	\$ 72,233	\$ 72,233
OPERATIONS & MAINTENANCE	118,919	114,031	127,076	122,076	138,076
CAPITAL OUTLAY	-	-	18,200	6,200	6,200
DEBT SERVICE	-	-	-	-	-
CONTINGENCY/RESERVE	-	-	-	-	-
TOTAL EXPENDITURES	\$ 189,509	\$ 183,708	\$ 215,866	\$ 200,509	\$ 216,509

TOWN OF ORO VALLEY
TOWN COUNCIL
GENERAL FUND
FISCAL YEAR 2005-2006 BUDGETED EXPENDITURES
AUTHORIZED POSITIONS

DESCRIPTION	2002-2003 BUDGET	2003-2004 BUDGET	2004-2005 BUDGET	2005-2006 BUDGET YEAR		
				DEPARTMENT REQUEST	MANAGER REVIEW	COUNCIL APPROVAL
Mayor	1.0	1.0	1.0	1.0	1.0	1.0
Town Council Members	4.0	4.0	6.0	6.0	6.0	6.0
TOTAL PERSONNEL	5.0	5.0	7.0	7.0	7.0	7.0

TOWN OF ORO VALLEY
TOWN COUNCIL
GENERAL FUND
FISCAL YEAR 2005-2006 BUDGETED EXPENDITURES
OPERATIONS & MAINTENANCE

DESCRIPTION	CURRENT YEAR		BUDGET YEAR		
	2004-2005 BUDGET	ESTIMATED ACTUAL	DEPARTMENT REQUEST	MANAGER REVIEW	2005-2006 COUNCIL APPROVAL
Equipment Repair & Maintenance	\$ 200	\$ 100	\$ 200	\$ 200	\$ 200
Insurance	24,011	24,011	26,412	26,412	26,412
Telecommunications	4,900	9,300	9,120	9,120	9,120
Postage	350	250	350	350	350
Printing & Binding	200	600	800	800	800
Travel & Training	20,605	24,497	22,280	22,280	33,280
Memberships & Subscriptions	22,703	22,703	24,314	24,314	24,314
Office Supplies	450	1,500	1,000	1,000	1,000
Non-Capitalized Equipment	-	570	1,600	1,600	1,600
Miscellaneous Other Operating	4,500	4,500	4,500	4,500	4,500
Volunteer Recognition Ceremony	14,000	11,000	14,000	14,000	14,000
Citizens Corps Council	10,000	5,000	10,000	10,000	10,000
League Conference	7,000	-	2,500	2,500	2,500
Funding Requests from Outside Sources	10,000	10,000	10,000	5,000	10,000
TOTAL O & M EXPENDITURES	\$ 118,919	\$ 114,031	\$ 127,076	\$ 122,076	\$ 138,076

TOWN OF ORO VALLEY
TOWN COUNCIL
GENERAL FUND
FISCAL YEAR 2005-2006 BUDGETED EXPENDITURES
CAPITAL OUTLAY DETAIL

DESCRIPTION	CURRENT YEAR		BUDGET YEAR		
	2004-2005 BUDGET	ESTIMATED ACTUAL	DEPARTMENT REQUEST	MANAGER REVIEW	2005-2006 COUNCIL APPROVAL
Cubicle Space - Council Library	\$ -	\$ -	\$ 4,200	\$ 4,200	\$ 4,200
Directional Signage	-	-	14,000	2,000	2,000
TOTAL CAPITAL OUTLAY	\$ -	\$ -	\$ 18,200	\$ 6,200	\$ 6,200

TOWN OF ORO VALLEY

TOWN CLERK

GENERAL FUND

FISCAL YEAR 2005-2006

DEPARTMENTAL SERVICES:

The Clerk's Office is the centralized information distribution point for our citizens, Town Council & staff. The Clerk's Office is responsible for preserving the legislative history of the Town, maintaining public records of the Town and conducting fair and impartial elections. The Clerk's Office provides staff support to Town Council; Public Records & Information; Licensing; Records Management; Elections; Voter Registration; Notary Services. Functions of the Clerk's Office are performed in accordance with Arizona Revised Statutes, Oro Valley Town Code and the administrative policies and objectives of the Town.

MISSION STATEMENT:

To maintain public confidence and trust. Continually strive to improve the quality and accessibility of public information, and provide fair and impartial service to our citizens, Town Council and staff.

2005/06 BUDGET REQUEST JUSTIFICATION:

Reclassification of Office Assistant to Senior Office Assistant. Increase part-time office assistant's hours to 25 hours per week.

TOWN OF ORO VALLEY
TOWN CLERK
GENERAL FUND
FISCAL YEAR 2005-2006 BUDGETED EXPENDITURES
SUMMARY

DESCRIPTION	CURRENT YEAR		BUDGET YEAR		
	2004-2005 BUDGET	ESTIMATED ACTUAL	DEPARTMENT REQUEST	MANAGER REVIEW	2005-2006 COUNCIL APPROVAL
PERSONNEL	\$ 219,138	\$ 212,401	\$ 238,070	\$ 235,620	\$ 233,380
OPERATIONS & MAINTENANCE	109,555	45,131	181,067	180,863	181,363
CAPITAL OUTLAY	5,700	4,136	2,000	-	-
DEBT SERVICE	-	-	-	-	-
CONTINGENCY/RESERVE	-	-	-	-	-
TOTAL EXPENDITURES	\$ 334,393	\$ 261,668	\$ 421,137	\$ 416,483	\$ 414,743

TOWN OF ORO VALLEY
TOWN CLERK
GENERAL FUND
FISCAL YEAR 2005-2006 BUDGETED EXPENDITURES
AUTHORIZED POSITIONS

DESCRIPTION	2002-2003 BUDGET	2003-2004 BUDGET	2004-2005 BUDGET	2005-2006 BUDGET YEAR		
				DEPARTMENT REQUEST	MANAGER REVIEW	COUNCIL APPROVAL
Town Clerk	1.0	1.0	1.0	1.0	1.0	1.0
Deputy Clerk	1.0	1.0	1.0	1.0	1.0	1.0
Secretary II	1.0	1.0	0.0	0.0	0.0	0.0
Office Specialist	0.0	0.0	1.0	1.0	1.0	1.0
Secretary I	1.0	1.0	0.0	0.0	0.0	0.0
Office Assistant	0.0	0.0	1.5	0.6	0.5	0.5
Senior Office Assistant	0.0	0.0	0.0	1.0	1.0	1.0
TOTAL PERSONNEL	4.0	4.0	4.5	4.6	4.5	4.5

TOWN OF ORO VALLEY
TOWN CLERK
GENERAL FUND
FISCAL YEAR 2005-2006 BUDGETED EXPENDITURES
OPERATIONS & MAINTENANCE

DESCRIPTION	CURRENT YEAR		BUDGET YEAR		
	2004-2005 BUDGET	ESTIMATED ACTUAL	DEPARTMENT REQUEST	MANAGER REVIEW	2005-2006 COUNCIL APPROVAL
Contract Personnel Services	\$ 1,000	\$ 1,000	\$ -	\$ -	\$ -
Outside Professional Services	1,000	1,000	4,000	4,000	4,000
Elections	65,000	500	128,000	128,000	128,000
Equipment Repair & Maintenance	4,200	4,200	4,455	4,455	4,455
Rentals	17,000	18,000	18,000	18,000	18,000
Postage	2,500	1,000	2,500	2,500	2,500
Advertising	12,000	12,000	12,000	12,000	12,000
Printing & Binding	-	100	100	100	100
Recording Fees	1,000	1,000	1,000	1,000	1,500
Travel & Training	2,800	2,800	2,840	2,840	2,840
Memberships & Subscriptions	555	1,000	1,218	1,218	1,218
Office Supplies	2,000	1,500	2,000	2,000	2,000
Miscellaneous Other Operating	100	100	100	100	100
Non-Capitalized Equipment	400	931	4,854	4,650	4,650
TOTAL O & M EXPENDITURES	\$ 109,555	\$ 45,131	\$ 181,067	\$ 180,863	\$ 181,363

TOWN OF ORO VALLEY

TOWN MANAGER

GENERAL FUND

FISCAL YEAR 2005-2006

DEPARTMENTAL SERVICES:

The Town Manager is responsible for the proper administration of the Town and serves as the Chief Administrative Officer of the government under the control and direction of the Town Council, as provided under Section 3-2-1 of the Town Code.

The Town Manager is further responsible for the coordination of the administrative functions of the various departments, divisions, boards, and services of the town government. The following Department Heads report to and receive direction from the Town Manager: Finance Director/Assistant Town Manager, Town Clerk, Community Development Director, Human Resources Director, Water Utility Director, Town Engineer, and Police Chief.

MISSION STATEMENT:

The Town Manager's office provides high-quality, executive level leadership for the community by efficiently planning and directing Town services. These services are provided to implement the policies, rules, and regulations as adopted and directed by the Town Council. The Town Manager remains accessible and accountable to the community as a whole by maintaining open communications with all of the residents and stakeholders of Oro Valley.

2005/06 BUDGET REQUEST JUSTIFICATION:

The Town Manager's office is requesting the authorization of an Assistant Town Manager position for the fiscal year 2005-2006 in the Town's Classification Plan. This requested position is located in the department request and Town Manager review columns of the budget with an implementation date of January 2006.

This position would be accountable to the Town Manager for assistance with the overall planning, organizing, directing, and management of Town programs, projects, and services. The Assistant Town Manager could greatly assist with the day-to-day issues that come before the Town Manager. By adding this position, the Town Manager could focus on long-range planning and more quickly implement target goals which are in the best interest of the Town.

Currently, the Town Manager encounters so many conflicts on his calendar. As a result of the increase in Council Members and the growth of the Town due to many successful annexations, the Town Manager has been faced with more appointments and project involvement than is physically possible to address. Therefore, the Assistant Town Manager position would better provide the Town the ability to be represented in all stages of project management plus assure Oro Valley is properly represented in regional matters.

Based upon the Local Government Salary and Benefit Survey conducted by the League of AZ Cities and Towns (January 2005), the following schedule indicates which towns and cities with populations between 5,000 and 49,999 have an Assistant Town Manager position on staff. The population figures are based upon the 2000 Census, adjusted for growth since the Census was conducted.

<i>Town/City</i>	<i>Population</i>
Bisbee	6,090
Chino Valley	8,167
Cottonwood	9,179
Marana	13,556
Goodyear	18,911
Surprise	30,848
Apache Junction	31,814
Oro Valley	31,934
Avondale	35,883
Sierra Vista	37,775

As other towns and cities in Arizona have experienced, the addition of an Assistant Town Manager to the Town Manager's department will provide a tremendous resource to the Town to ensure Oro Valley continues to grow smarter – physically and economically. To avoid any serious growing pains, the Assistant Town Manager position will guarantee a highly-motivated and well-balanced management team to address growth while better serving everyone from the elected officials and Town employees to the residents of Oro Valley.

TOWN OF ORO VALLEY
TOWN MANAGER
GENERAL FUND
FISCAL YEAR 2005-2006 BUDGETED EXPENDITURES
SUMMARY

DESCRIPTION	CURRENT YEAR		BUDGET YEAR		
	2004-2005 BUDGET	ESTIMATED ACTUAL	DEPARTMENT REQUEST	MANAGER REVIEW	2005-2006 COUNCIL APPROVAL
PERSONNEL	\$ 353,156	\$ 337,585	\$ 501,078	\$ 456,925	\$ 521,986
OPERATIONS & MAINTENANCE	28,232	13,019	31,221	27,350	41,650
CAPITAL OUTLAY	6,500	5,500	7,375	7,375	7,375
DEBT SERVICE	-	-	-	-	-
CONTINGENCY/RESERVE	15,000	10,000	15,000	15,000	15,000
TOTAL EXPENDITURES	\$ 402,888	\$ 366,104	\$ 554,674	\$ 506,650	\$ 586,011

TOWN OF ORO VALLEY
TOWN MANAGER
GENERAL FUND
FISCAL YEAR 2005-2006 BUDGETED EXPENDITURES
AUTHORIZED POSITIONS

DESCRIPTION	2002-2003 BUDGET	2003-2004 BUDGET	2004-2005 BUDGET	2005-2006 BUDGET YEAR		
				DEPARTMENT REQUEST	MANAGER REVIEW	COUNCIL APPROVAL
Town Manager	1.0	1.0	1.0	1.0	1.0	1.0
Administrative Assistant	1.0	1.0	1.0	1.0	1.0	1.0
Governmental/Community Relations Administrator	1.0	1.0	1.0	1.0	1.0	1.0
Special Projects Coordinator	1.0	1.0	1.0	1.0	1.0	1.0
Office Specialist	0.0	0.0	1.0	1.0	1.0	1.0
Assistant Town Manager	0.0	0.0	0.0	1.0	1.0	1.0
TOTAL PERSONNEL	4.0	4.0	5.0	6.0	6.0	6.0

TOWN OF ORO VALLEY
TOWN MANAGER
GENERAL FUND
FISCAL YEAR 2005-2006 BUDGETED EXPENDITURES
PERSONNEL DETAIL

DESCRIPTION	CURRENT YEAR		BUDGET YEAR		
	2004-2005 BUDGET	ESTIMATED ACTUAL	DEPARTMENT REQUEST	MANAGER REVIEW	2005-2006 COUNCIL APPROVAL
Salaries & Wages	\$ 288,701	\$ 277,184	\$ 400,655	\$ 362,680	\$ 421,833
Group Insurance	25,094	22,978	35,460	35,440	35,440
Social Security/Medicare	22,083	18,995	30,650	27,745	32,315
ASRS Contribution	16,454	15,800	33,054	29,921	31,259
Workers' Compensation	824	753	1,259	1,139	1,139
Other Employee Benefits	-	1,875	-	-	-
TOTAL PERSONNEL EXPENDITURES	\$ 353,156	\$ 337,585	\$ 501,078	\$ 456,925	\$ 521,986

TOWN OF ORO VALLEY
ECONOMIC DEVELOPMENT
GENERAL FUND
FISCAL YEAR 2005-2006

DEPARTMENTAL SERVICES:

The Economic Development Division (EDD) provides a variety of important services to the Town Council, staff, residents and local businesses. The citizens of Oro Valley indicated their preferences related to expansion, diversification and development of local businesses in the 1997 Community Economic Development Strategy (CEDS). Added to the citizens preferences the Town Council has provided specific directions through the creation of business related development policies that assist in a successful implementation of the CEDS. The primary EDD services are:

1. Responsible for the Attraction and Recruitment of Retail businesses, Resort facilities, High-Tech industries and needed Service Providers.
2. Ombudsman to the existing & emerging business community providing facilitation and problem resolution between the Town Council, Town Staff and local business owners / operators.
3. Commercial/Industrial/Retail Project Team Leader for all significant development projects identified by the Town Council and/or Town Manager focusing on timely addressing development related problems, improved communications between the developer/owner and Town entities and timely reporting of each projects status.
4. Liaison to regional and statewide Economic Development organizations, TREO & ADOC, and the regional Chamber of Commerce providing continuity between these organizations activities and the community's economic development goals.
5. Prepare a variety of forecasts and projections of revenues, building activities and other economic analyses for use by the Town Council, Town Manager, Finance Director and other staff areas as needed.
6. Facilitate meetings of local representatives, i.e.; the newly formed Think Tank to address the future direction and emphasis for economic development.
7. Participate in/serve on various committees, internal and external, that either are affected by or affect the Town's economic development efforts and goals.

MISSION STATEMENT:

"To increase the quality of life for Oro Valley citizens and the business community by developing a positive business climate consistent with the community's values to ensure the long-term financial and economic sustainability of the Town of Oro Valley."

2005/06 BUDGET REQUEST JUSTIFICATION:

1. The Tourism & Economic Development line item request for FY 2005-2006 remain the same year-to-year except for the items requiring adjustments due to revenue variations in the amount of Bed Tax collections forecasted (MTCVB and Bed Tax Rebates to the Hilton El Conquistador Resort) and the elimination of the GTEC contribution.
2. A new expense category added to the Economic Development Division for the FY 2005-2006 is a line item identified as Marketing Efforts. The request is a two-phased consideration. This newly identified category is in response to indication from members of the Council to initiate a more aggressive effort to attract desirable businesses. I have presented the overall Marketing Plan in two steps.

The first step (Basic Plan) focuses efforts and expenditures on increasing awareness of the Town's attractiveness for Bioscience businesses (those similar to Ventana Medical Systems Inc.) through attendance at two important industry trade shows; development of printed materials (folders, inserts, tri-folds) to be used at the trade shows and for mail out opportunities as well as available to our regional partners for distribution; and increased participation in regional activities such as the new TREO organization, University of Arizona's Office of Economic Development Global ADVANTAGE effort and more direct interaction with leads from the Arizona Department of Commerce.

Requested amount of

\$ 30,325.00

TOWN OF ORO VALLEY
ECONOMIC DEVELOPMENT
GENERAL FUND
FISCAL YEAR 2005-2006 BUDGETED EXPENDITURES
SUMMARY

DESCRIPTION	CURRENT YEAR		BUDGET YEAR		
	2004-2005 BUDGET	ESTIMATED ACTUAL	DEPARTMENT REQUEST	MANAGER REVIEW	2005-2006 COUNCIL APPROVAL
PERSONNEL	\$ 153,100	\$ 151,085	\$ 166,260	\$ 166,260	\$ 164,739
OPERATIONS & MAINTENANCE	473,450	466,500	529,292	525,217	525,217
CAPITAL OUTLAY	-	-	-	-	-
DEBT SERVICE	-	-	-	-	-
CONTINGENCY/RESERVE	-	-	-	-	-
TOTAL EXPENDITURES	\$ 626,550	\$ 617,585	\$ 695,552	\$ 691,477	\$ 689,956

TOWN OF ORO VALLEY
 ECONOMIC DEVELOPMENT
 GENERAL FUND
 FISCAL YEAR 2005-2006 BUDGETED EXPENDITURES
 OPERATIONS & MAINTENANCE

DESCRIPTION	CURRENT YEAR		BUDGET YEAR		
	2004-2005 BUDGET	ESTIMATED ACTUAL	DEPARTMENT REQUEST	MANAGER REVIEW	2005-2006 COUNCIL APPROVAL
Tourism & Economic Development	\$ 454,950	\$ 450,000	\$ 480,367	\$ 500,367	\$ 500,367
Telecommunications	600	700	600	600	600
Postage	1,200	600	2,000	2,000	2,000
Travel & Training	9,500	9,500	8,000	5,250	5,250
Memberships & Subscriptions	2,500	2,250	2,500	2,500	2,500
Office Supplies	400	300	500	500	500
Non-Capitalized Equipment	2,300	1,650	1,500	1,500	1,500
Miscellaneous Other Operating	1,000	500	1,000	1,000	1,000
Vehicle Repair and Maintenance	1,000	1,000	1,500	1,500	1,500
Marketing Efforts	-	-	31,325	10,000	10,000
TOTAL O & M EXPENDITURES	\$ 473,450	\$ 466,500	\$ 529,292	\$ 525,217	\$ 525,217

TOWN OF ORO VALLEY
ECONOMIC DEVELOPMENT
GENERAL FUND
FISCAL YEAR 2005-2006 BUDGETED EXPENDITURES
CAPITAL OUTLAY DETAIL

DESCRIPTION	CURRENT YEAR		BUDGET YEAR		
	2004-2005 BUDGET	ESTIMATED ACTUAL	DEPARTMENT REQUEST	MANAGER REVIEW	2005-2006 COUNCIL APPROVAL
	\$ -	\$ -	\$ -	\$ -	\$ -
TOTAL CAPITAL OUTLAY	\$ -	\$ -	\$ -	\$ -	\$ -

TOWN OF ORO VALLEY

HUMAN RESOURCES

GENERAL FUND

FISCAL YEAR 2005-2006

DEPARTMENTAL SERVICES:

The Human Resources Department provides personnel-related services to citizens and town employees. These include services in the areas of employee relations, recruitment and selection, classification and compensation, employee benefits, employee safety and worker's compensation (and elements of the Town's risk management efforts), OSHA oversight, training and development, Human Resources Information Systems (HRIS), organizational development, and employee records.

MISSION STATEMENT:

Human Resources will provide quality services in support of our customers which are delivered with a sense of friendliness, warmth and pride that meets or exceeds our customers' expectations and enables our employees to better serve our external customers.

2005/06 BUDGET REQUEST JUSTIFICATION:

Staffing within the Human Resources function has become a critical issue in the past Fiscal Year. While staffing levels for the Town as a whole have increased 64% beginning in FY 1999-2000, the H.R. staffing level has only increased by 20% since that time frame, and has been flat since FY 2001-2002. In addition, while the Town's total budget has increased by 90% in that time frame, the Human Resources Departmental expense budget has only increased by 28% (excluding increases in Tuition Reimbursement expenses).

As a result of our increased workload, it is requested that the Human Resources Department add one Human Resources Analyst, in order to better align the responsibilities for the major processes.

Improvements in the labor market in the past year have led to increased turnover of Oro Valley staff. The resulting recruiting load has been a deterrent in the accomplishment of other functions by the Human Resources Staff.

While the final recruiting load for FY 2005-2006 is still unknown, preliminary budget submittals indicate that the requests for new personnel may be in excess of 10% of existing staff. That coupled with turnover rates of 12-15% will require added effort on the part of the Human Resources staff to continue to fill open positions in a timely and effective manner.

Our costs associated with recruitment advertising continue to increase as a result of the higher costs charged by our primary advertising source, the Arizona Daily Star. We are using other sources much more extensively, as well, including websites for professional organizations, the League of Arizona Cities and Towns' website, etc.

We have realized a significant Increase in the employee benefits workload as a result of the Town's decision to join the Arizona State Retirement System. That workload continues to increase, and has been exacerbated by the demands of administering the other employee benefits programs due to increased staffing levels (and the added turnover).

While the compensation effort was assisted by the Compensation and Benefits Study in FY 03-04, we continue to see added requests for classification efforts. Our compensation program requires continued effort to ensure that we remain competitive, especially in light of an improving labor market. Competition for talent continues to increase.

We intend to implement a succession planning effort in FY 2005-2006, in order to help mitigate the impact of turnover, especially in the management ranks. This will require additional effort on the part of the human Resources Staff.

No reductions are planned for the employee functions which have been budgeted in recent years. These still focus on employee retention and reducing the impact of turnover. The two major employee "events" (Service Awards and Employee Holiday Party) are still subject to outside influences (gold prices for the service awards, etc.) Tuition reimbursement costs are affected by increased employee interest in pursuing educational opportunities and the cost increases at the major educational institutions (including the University of Arizona).

Professional development expenses for H.R> continue to be an issue, and while a slight increase in our budget is requested, the majority of the professional development will still be emphasized through online activities offered through the HR professional organizations (SHRM, IPMA, etc.)

Capital expenses are related to the requested staffing addition (computer work station, and modular office equipment).

TOWN OF ORO VALLEY
HUMAN RESOURCES
GENERAL FUND
FISCAL YEAR 2005-2006 BUDGETED EXPENDITURES
SUMMARY

DESCRIPTION	CURRENT YEAR		BUDGET YEAR		
	2004-2005 BUDGET	ESTIMATED ACTUAL	DEPARTMENT REQUEST	MANAGER REVIEW	2005-2006 COUNCIL APPROVAL
PERSONNEL	\$ 187,163	\$ 183,495	\$ 265,220	\$ 199,554	\$ 197,764
OPERATIONS & MAINTENANCE	66,000	70,350	76,070	67,600	67,600
CAPITAL OUTLAY	-	-	13,000	2,000	2,000
DEBT SERVICE	-	-	-	-	-
CONTINGENCY/RESERVE	-	-	-	-	-
TOTAL EXPENDITURES	\$ 253,163	\$ 253,845	\$ 354,290	\$ 269,154	\$ 267,364

TOWN OF ORO VALLEY
HUMAN RESOURCES
GENERAL FUND
FISCAL YEAR 2005-2006 BUDGETED EXPENDITURES
AUTHORIZED POSITIONS

DESCRIPTION	2002-2003 BUDGET	2003-2004 BUDGET	2004-2005 BUDGET	2005-2006 BUDGET YEAR		
				DEPARTMENT REQUEST	MANAGER REVIEW	COUNCIL APPROVAL
Human Resources Director	1.0	1.0	1.0	1.0	1.0	1.0
Human Resources Clerk	1.0	1.0	1.0	1.0	1.0	1.0
Human Resources Analyst	1.0	1.0	1.0	2.0	1.0	1.0
TOTAL PERSONNEL	3.0	3.0	3.0	4.0	3.0	3.0

TOWN OF ORO VALLEY
HUMAN RESOURCES
GENERAL FUND
FISCAL YEAR 2005-2006 BUDGETED EXPENDITURES
PERSONNEL DETAIL

DESCRIPTION	CURRENT YEAR		BUDGET YEAR		
	2004-2005 BUDGET	ESTIMATED ACTUAL	DEPARTMENT REQUEST	MANAGER REVIEW	2005-2006 COUNCIL APPROVAL
Salaries & Wages	\$ 153,078	\$ 148,287	\$ 202,765	\$ 162,725	\$ 162,725
Group Insurance	13,213	14,584	29,578	10,318	9,911
Social Security/Medicare	11,710	11,121	15,512	12,449	12,449
ASRS Contributions	8,725	8,452	16,728	13,425	12,042
Workers' Compensation	437	407	637	637	637
Other Employee Benefits	-	644	-	-	-
TOTAL PERSONNEL EXPENDITURES	\$ 187,163	\$ 183,495	\$ 265,220	\$ 199,554	\$ 197,764

TOWN OF ORO VALLEY
HUMAN RESOURCES
GENERAL FUND
FISCAL YEAR 2005-2006 BUDGETED EXPENDITURES
OPERATIONS & MAINTENANCE

DESCRIPTION	CURRENT YEAR		BUDGET YEAR		
	2004-2005 BUDGET	ESTIMATED ACTUAL	DEPARTMENT REQUEST	MANAGER REVIEW	2005-2006 COUNCIL APPROVAL
Tuition Reimbursement	\$ 20,000	\$ 17,000	\$ 15,000	\$ 15,000	\$ 15,000
Telecommunications	300	300	300	300	300
Postage	500	500	600	600	600
Printing & Binding	500	300	300	300	300
Travel & Training	3,100	3,000	3,450	3,215	3,215
Memberships & Subscriptions	1,700	1,700	2,230	1,995	1,995
Office Supplies	1,200	750	1,200	1,200	1,200
Non-Capitalized Equipment	500	500	500	500	500
Recruitment-Advertising	27,000	36,000	40,000	32,000	32,000
Recruitment-Postage	400	150	200	200	200
Employee Service Awards	5,300	5,700	6,790	6,790	6,790
Employee Holiday Party	5,000	4,200	5,000	5,000	5,000
Special Functions (Retirement)	500	250	500	500	500
TOTAL O & M EXPENDITURES	\$ 66,000	\$ 70,350	\$ 76,070	\$ 67,600	\$ 67,600

TOWN OF ORO VALLEY
HUMAN RESOURCES
GENERAL FUND
FISCAL YEAR 2005-2006 BUDGETED EXPENDITURES
CAPITAL OUTLAY DETAIL

DESCRIPTION	CURRENT YEAR		BUDGET YEAR		
	2004-2005 BUDGET	ESTIMATED ACTUAL	DEPARTMENT REQUEST	MANAGER REVIEW	2005-2006 COUNCIL APPROVAL
Minor Assets - File Cabinet	\$ -	\$ -	\$ 13,000	\$ 2,000	\$ 2,000
TOTAL CAPITAL OUTLAY	\$ -	\$ -	\$ 13,000	\$ 2,000	\$ 2,000

TOWN OF ORO VALLEY

FINANCE

GENERAL FUND

FISCAL YEAR 2005-2006

DEPARTMENTAL SERVICES:

The Finance Department is responsible for Town financial activities including accounting, budget development, coordination and analysis, financial statement preparation, audit coordination, managerial reporting, sales tax compliance, support and activities coordination for the Budget and Bond Committee, and participation in a variety of other administrative and special projects. The Department also assists in the development of the Town's Capital Improvement Program, coordinates the Town's risk management program and acts as purchasing oversight agent for the Town. Additionally, the Finance Director supervises the Town's Information Technology function.

Specific activities of the accounting function include general ledger maintenance, payroll processing, vendor payments, purchase orders, grant billings, cash receipts, investments and the filing of employee benefit reports including social security, retirement, group insurance, workers compensation as well as federal and state income tax withholdings. Additional activities include monitoring trust accounts for long-term debt issuances and state sales tax reporting.

MISSION STATEMENT:

The Finance Department encourages and promotes learning and growth in the individual employee, the Finance Team and the organization. Our goals are to provide timely, value added information and excellent service to our customers, both within and outside the Town organization.

2005/06 BUDGET REQUEST JUSTIFICATION:

In March 2006 the voters of the Town of Oro Valley will be asked to decide on the local alternative expenditure limitation (Home Rule Option) pursuant to the Arizona State Constitution. The FY 2005/06 requested budget includes \$11,000 for a voter informational mailing to the Town's estimated 17,000 households.

In the FY 2005/06 Capital Improvements Plan process the Finance and Human Resources departments submitted a request for funding for new Financial Accounting and Human Resources systems. This is a critical need that will provide the Town with a modern, comprehensive and highly integrated financial and human resources system. New systems will provide Town departments with financial information in a timely manner and enhance data sharing which should increase operational efficiency. In addition, this system is a strategic step towards establishing the E-Government mode of operation. The Town's current accounting software was implemented in 1996 and is significantly inadequate in today's technological environment and does not meet the Town's organizational needs.

Capital outlay includes ergonomic office furniture for the Finance Director/Assistant Town Manager, Accounting Supervisor, Management and Budget Analyst and Senior Office Specialist.

No new positions are being requested.

TOWN OF ORO VALLEY
FINANCE
GENERAL FUND
FISCAL YEAR 2005-2006 BUDGETED EXPENDITURES
SUMMARY

DESCRIPTION	CURRENT YEAR		BUDGET YEAR		
	2004-2005 BUDGET	ESTIMATED ACTUAL	DEPARTMENT REQUEST	MANAGER REVIEW	2005-2006 COUNCIL APPROVAL
PERSONNEL	\$ 419,503	\$ 412,186	\$ 450,118	\$ 455,377	\$ 433,105
OPERATIONS & MAINTENANCE	53,100	54,400	63,000	113,000	177,150
CAPITAL OUTLAY	-	-	365,500	350,000	350,000
DEBT SERVICE	-	-	-	-	-
CONTINGENCY/RESERVE	-	-	-	-	-
TOTAL EXPENDITURES	\$ 472,603	\$ 466,586	\$ 878,618	\$ 918,377	\$ 960,255

TOWN OF ORO VALLEY
 FINANCE
 GENERAL FUND
 FISCAL YEAR 2005-2006 BUDGETED EXPENDITURES
 OPERATIONS & MAINTENANCE

DESCRIPTION	CURRENT YEAR		BUDGET YEAR		
	2004-2005 BUDGET	ESTIMATED ACTUAL	DEPARTMENT REQUEST	MANAGER REVIEW	2005-2006 COUNCIL APPROVAL
Outside Professional Services	\$ 21,500	\$ 21,500	\$ 21,500	\$ 21,500	\$ 21,500
Equipment Repair & Maintenance	1,000	1,000	1,100	1,100	1,100
Postage	3,300	2,100	7,500	7,500	7,500
Printing & Binding	3,700	5,000	10,000	10,000	10,000
Travel & Training	5,125	5,125	6,700	6,700	5,850
Memberships & Subscriptions	2,075	2,075	2,400	2,400	2,400
Office Supplies	9,200	9,200	9,700	9,700	9,700
Non-Capitalized Equipment	3,300	4,500	-	-	-
Software Maintenance & Licensing	3,900	3,900	4,100	4,100	4,100
Local Sales Tax Audit Program	-	-	-	50,000	50,000
Economic Vitality Plan	-	-	-	-	65,000
TOTAL O & M EXPENDITURES	\$ 53,100	\$ 54,400	\$ 63,000	\$ 113,000	\$ 177,150

TOWN OF ORO VALLEY
INFORMATION TECHNOLOGY
GENERAL FUND
FISCAL YEAR 2005-2006

DEPARTMENTAL SERVICES:

The first priority is to provide the basic information technology services required by Town departments and offices. These services include, but are not limited to: Local and Wide Area Network, Electronic Mail, Internet, Intranet, Web Site, Geographical Information Systems (GIS), Telecommunications, PC's, Peripherals, Consultation, and Training.

MISSION STATEMENT:

Provide the vision and leadership that will enable the Town of Oro Valley to improve public service by delivery of effective information technology products.

OUTLOOK:

Fiscal Year 2005-2006 looks to be quite an exciting year for the Information Technology Division. First off, we look forward to completing the IT Strategic Plan which will help set the direction for the Town's current and future use of information technology. With the plan in place, it is our hope that every Department will have a better understanding of the technology "roadmap" the IT Division plans to implement in the coming years. The ultimate goal is to work cooperatively together in an effort to provide outstanding customer service to the citizens of Oro Valley.

Starting in FY 2004-2005 we began the conversion and standardization of the Town's database programs to Microsoft SQL Server in order to allow data sharing and integration. This standardization will continue in FY 2005-2006, and allow us to begin the development of Web-based tools for Town staff on the Intranet, and products for citizens on the Town's Web Site. With the addition of the Town's first Webmaster/ Programmer, we are anticipating the introduction of a web-based building permit tracking system, expanding our GIS services, and further developing our Web-based E-Government offerings this coming year.

With the completion of the Library expansion, we will have many more technology services available to the public and staff. Plans include a training center which will allow us to develop in-house training programs, numerous state-of-the-art audio/video products, and an Internet "hot-spot" for public access to the World Wide Web.

The Information Technology Division is looking forward to bringing these other exciting opportunities to the staff and citizens of Oro Valley.

2005/06 BUDGET REQUEST JUSTIFICATION:

PERSONNEL

No positions requested for FY 05-06.

OPERATIONS & MAINTENANCE

OUTSIDE PROFESSIONAL SERVICES

Web Site Services

Outside Professional Services for FY 2005-2006 include services for web site technical support. These services are required for the transition and transfer of the Town's Web Sites to Town staff and equipment.

GIS Consulting Support

GIS is currently being used in many ways by most departments throughout the Town, and has become a necessity for many employees to function in their jobs. Because of the popularity and usefulness of GIS, the demand can exceed the production capabilities of a single staff member. The IT Division utilizes an outside GIS consultant to assist with overflow, and large scale projects such as the General Plan.

Imagery Processing & Acquisition

Aerial photography and Satellite Imagery is a core component to GIS. It is imperative that the Town purchase and maintain current databases of imagery for accurate analysis and presentation of GIS related projects.

EQUIPMENT REPAIR AND MAINTENANCE

Computers, Servers, Printers, Network Maintenance

The Information Technology Division is responsible for the repair and maintenance of the Town's computer workstations, printers, and network infrastructure, which is essential for day-to-day operations of the Town.

Telephone System Maintenance

The Information Technology Division is responsible for the repair and maintenance of the Town's primary telecommunications and voice-mail equipment. This annual maintenance contract provides support and maintenance 24 hours a day, 7 days a week by Qwest.

Phone Equipment Relocation

The IT Division is requesting to relocate the Town's primary telecommunications equipment to the Town's Datacenter, ensuring an environmentally controlled, secure location for this essential equipment.

Environmental conditions in the "electrical closet" are jeopardizing the reliability and safety of the equipment. During the summer months, the temperature and humidity often exceeds the recommended thresholds set by the manufacturer. In addition, the in-wall AC unit allows water to enter the room during heavy monsoon storms. If there were to be an equipment failure during this time, repair and replacement parts would NOT be covered under our annual maintenance contract. A typical component of the phone system can cost \$2000-\$5000 to replace. The safety of the equipment is also jeopardized due to the fact that it shares space with the Administration Building's electrical facilities. Because of this, many individuals have access to this location, including outside contractors.

During the design of the Data Center, it was anticipated that the telecommunications equipment would reside in this location, and the required infrastructure is already in place. This expenditure will be for the labor costs associated with moving the equipment.

TELECOMMUNICATIONS

These items include basic line service, long distance, DID number services, WAN connections, and analog telephone lines. Also, the IT Division is responsible for the Web Site Hosting, Internet and Firewall services. These telecommunication services are essential for the continued day-to-day operations of the Town.

SOFTWARE MAINTENANCE AND LICENSING

Anti-virus/Anti-spam Software

Virus protection is a vital component to the security of the Town's network and all the data contained within. Without it, the Town's exposure to viruses would be devastating. The anti-virus license renewal insures that the latest anti-virus updates and upgrades are available to the Town the moment they are released. The increase in the licensing cost is a result of additional licenses needed due to the number of new workstations over the last year, and what is anticipated for this fiscal year.

Network Backup Software Maintenance

Data is one of the most important assets of the Town. Data backup and storage is also an essential function of IT. Not only is it imperative to be able to restore lost data, we are also mandated by the State of Arizona to keep electronic records for the timeframes indicated by records retention laws. As the Town continues to grow, these storage needs will also grow. The IT Division recently upgraded the software required for the security and reliability of our data, and the maintenance of this software will begin during this fiscal year.

Microsoft Office Software Assurance Maintenance

This software maintenance allows the Town to receive access to new versions of licensed software released during the term of our agreement, to deploy as needed. This will allow IT to deploy the latest Microsoft Office products for use in conjunction with new web-based initiatives that the Town will be implementing within the next year. Document and project collaboration are just a couple of examples of this use, and the latest software will be key to successful implementation.

Current GIS Software

GIS is currently being used in many ways by most departments throughout the Town, and has become a necessity for many employees to function in their jobs. Software maintenance and licensing for GIS software is required to keep the Town's GIS services operational and updated.

New GIS Software

Generally, GIS data is accessed from an application named ArcView. This application is an out of date application that is no longer supported by the software vender. The cost for one copy of the upgraded software is approximately \$5700. As the need for editing the GIS data grows, the cost of upgrading this software will be astronomical. It is estimated that the number of GIS users and editors will almost double over the next year (from 25 to 40). The IT Division is proposing to purchase the ARCEngine software to allow us to develop an application that will permit viewing and editing of the data through an interactive mapping site, accessed through the Intranet. The amount of data that needs to be maintained is getting much too large for one user to maintain, and this would allow for users to create and maintain their own data sets. This solution is one fifth the cost, and would also allow for many more users to maintain and create data in the future.

NON CAPITALIZED EQUIPMENT

Monitor Replacement

The IT Division currently utilizes a dual-monitor configuration for its workstations. Dual monitors provide us with the ability to access more information and images simultaneously, and allow for more efficient multi-tasking between applications. The monitors being replaced are nearly 5 years old and do not support the screen resolutions necessary for today's applications.

Microsoft Exchange Licenses

As the Town continues to grow, and become more reliant on its e-mail systems, additional licenses are necessary to accommodate for this increased usage and ensure continued licensing compliance for our e-mail system.

CAPITAL OUTLAY

MACHINERY AND EQUIPMENT

Server Hardware Upgrade (CIP)

This project involves upgrading four of the Town's file servers. These servers are using hardware that is nearly 4 years old. New hardware systems provide for faster and more efficient information and application processing, reliability, and future hardware updates. It will also provide for little or no equipment breakdown and employee down time. Upgrading these systems also ensure compatibility with future systems, and provide adequate storage for the ever increasing number of applications and files being stored on them.

Computer Replacement Program (CIP)

Upgrade 87 computer workstations Town-wide. As a part of the Technology Lifecycle Program, this provides Town employees with the latest technology, lowers future upgrade costs, increases productivity, minimizes down-time, and reduces incompatibility with emerging software technologies.

MINOR ASSETS

GIS Server Upgrade

The GIS server is the backbone to the distribution of all GIS data. Most of the datasets are much too large to store on individual machines, making any type of collaborative data sharing impossible.

The amount of GIS data maintained has increased four-fold in the last 5 years; from less than 16 Gigabytes (GB) of data to approximately 90GB. In addition, the aerial photography and satellite images we maintain is approaching 1Terrabyte (1000GB) in size, of which only a portion of it is able to be stored on the GIS server. The current server that houses the data is reaching its capacity for the current data load, and future uses will only add to these storage needs.

The IT Division is requesting to replace the current GIS server with state-of-the-art hardware. This will accommodate current and future needs, allow continued migration to an enterprise geodatabase system, further development of web-based applications for GIS, and improve the reliability and functionality of the Town's Web Site GIS features.

Network Backup Tape Autoloader Replacement

Data is one of the most valuable assets of the Town. Data backup and archival is also an essential function of IT. Not only is it imperative to be able to restore lost data due to equipment failure or human error, we are also mandated by the State of Arizona to keep electronic records for the timeframes indicated by records retention laws. As the Town continues to grow, these storage needs will grow as well. With the amount of data being backed up on a daily basis, the current backup process takes nearly 10 hours to complete due to the limitations of the tape system and current backup server. (See Network Backup Server Upgrade below)

The current autoloader is nearly 5 years old, and out of warranty. We no longer have 24 hour replacement support from the manufacturer. If the current unit should fail, replacement could take up to a week, placing our data at risk.

A new autoloader will reduce the backup times, lower administration overhead, and allow for increasing storage needs. The IT Division requests the replacement the current backup tape library system with a faster, more reliable unit.

Network Backup Server Upgrade

The backup server's sole purpose is to manage the backup and recovery of the Town's data. With specialized backup software, this server will store the most recent data on its large hard disk array for quick retrieval, while managing the archival of older data to removable tape. These tapes are then stored in a fireproof vault and off site locations for the safety of our data.

Datacenter Network Switch Upgrade

Network switches are the network hardware that ties all the components (computers, printers, servers, etc.) of a network together. As the Town's network has grown, it is becoming increasingly necessary to manage and monitor the flow of data. The current switches in the Datacenter are not able to help us identify where network traffic bottlenecks are coming from. In addition, if a computer was to become infected with a virus or Internet worm and start flooding the network with unnecessary data, we would only be able to determine which building the infected machine was in. Being able to identify exactly which computer is compromised will greatly reduce the potential damage that viruses/worms can do.

The IT Division is requesting the replacement of three of these core network switches.

Datacenter Rack-mount Monitor/Keyboard

The monitor and keyboard in the Datacenter is essential for managing the servers. This monitor is nearly 5 years old. The IT Division is requesting the replacement of this monitor with a new rack-mounted monitor/keyboard combo. It is a fold down LCD screen (similar to a laptop) and keyboard all in one compact rack-mountable unit. It will take up 1/10th of the space of our current monitor/keyboard. This will allow for more efficient use of our limited server rack space.

Datacenter IP KVM Switch for remote management

The KVM Switch (Keyboard/Video/Mouse) is essential for management of our servers in the Datacenter. Our current KVM switch does not allow for remote management of the servers when not in the Datacenter. A new IP based (network enabled) KVM switch will allow for remote management of our servers as if we were in the Datacenter. Current software-based remote management systems do not allow for FULL control of the servers, and require expensive software licenses.

Web Server

Customer demand for Electronic Government (E-Gov), Electronic Commerce (E-Commerce), building permit tracking, and GIS services, are on the rise. The Town will see a change from systems that are functionally focused around a business process, to systems that are more customer-centric. Bringing all control of our web site in-house is quickly becoming a necessity as we plan to develop more sophisticated products for the Web. Most of the products will be database driven applications (See SQL Server License below) that will allow customers to view the information they are looking for, in the way they want to view it.

Microsoft SQL Server License for Permits/GIS Web Applications

Developing Web-based applications requires the extensive use of databases. Microsoft SQL Server is the database platform that has been selected as the standard for all Town databases. In order to provide on-line access to building permit and GIS applications, it is necessary to develop databases that reside on our Web servers. These databases are not the actual "working" databases that are on our internal network. Instead, these databases are "replicated" on a regular basis to our Web server for use by the Web applications. This provides for security of our data while at the same time, making the information available to the public Web Sites.

TRAVEL AND TRAINING

Because of the ever-evolving state of technology, it can be very difficult to understand how new technologies can be utilized. Training is an important part of working with these technologies for the benefit of the Town. Without proper instruction, we would not be able to fully realize the potential of these tools, especially when we are about to embark on this exciting journey called E-Government.

TOWN OF ORO VALLEY
 INFORMATION TECHNOLOGY
 GENERAL FUND
 FISCAL YEAR 2005-2006 BUDGETED EXPENDITURES
 SUMMARY

DESCRIPTION	CURRENT YEAR		BUDGET YEAR		
	2004-2005 BUDGET	ESTIMATED ACTUAL	DEPARTMENT REQUEST	MANAGER REVIEW	2005-2006 COUNCIL APPROVAL
PERSONNEL	\$ 230,160	\$ 214,609	\$ 278,097	\$ 278,097	\$ 275,233
OPERATIONS & MAINTENANCE	160,470	163,000	185,950	185,950	185,950
CAPITAL OUTLAY	16,500	16,500	156,300	141,200	141,200
OTHER FINANCING USES	-	-	-	-	-
CONTINGENCY/RESERVE	-	-	-	-	-
TOTAL EXPENDITURES	\$ 407,130	\$ 394,109	\$ 620,347	\$ 605,247	\$ 602,383

TOWN OF ORO VALLEY
INFORMATION TECHNOLOGY
GENERAL FUND
FISCAL YEAR 2005-2006 BUDGETED EXPENDITURES
AUTHORIZED POSITIONS

DESCRIPTION	2002-2003 BUDGET	2003-2004 BUDGET	2004-2005 BUDGET	2005-2006 BUDGET YEAR		
				DEPARTMENT REQUEST	MANAGER REVIEW	COUNCIL APPROVAL
Information Systems Administrator	1.0	1.0	1.0	1.0	1.0	1.0
Information Systems Technician	1.0	1.0	1.0	1.0	1.0	1.0
Web Master/Programmer	0.0	0.0	1.0	1.0	1.0	1.0
GIS/Database Analyst	0.0	0.0	1.0	1.0	1.0	1.0
TOTAL PERSONNEL	2.0	2.0	4.0	4.0	4.0	4.0

TOWN OF ORO VALLEY
INFORMATION TECHNOLOGY
GENERAL FUND
FISCAL YEAR 2005-2006 BUDGETED EXPENDITURES
OPERATIONS & MAINTENANCE

DESCRIPTION	CURRENT YEAR		BUDGET YEAR		
	2004-2005 BUDGET	ESTIMATED ACTUAL	DEPARTMENT REQUEST	MANAGER REVIEW	2005-2006 COUNCIL APPROVAL
Outside Professional Services	\$ 14,000	\$ 14,500	\$ 19,000	\$ 19,000	\$ 19,000
Equipment Repair & Maintenance	27,100	36,000	31,600	31,600	31,600
Telecommunications	78,700	72,000	77,500	77,500	77,500
Postage	250	200	200	200	200
Travel & Training	9,200	9,000	8,800	8,800	8,800
Memberships & Subscriptions	2,420	2,000	1,650	1,650	1,650
Office Supplies	3,200	3,000	3,700	3,700	3,700
Software Maintenance & Licensing	20,300	20,000	38,200	38,200	38,200
Non-Capitalized Equipment	5,300	6,300	5,300	5,300	5,300
TOTAL O & M EXPENDITURES	\$ 160,470	\$ 163,000	\$ 185,950	\$ 185,950	\$ 185,950

TOWN OF ORO VALLEY

LEGAL

GENERAL FUND

FISCAL YEAR 2005-2006

DEPARTMENTAL SERVICES:

The Town Attorney's Office is analogous to the General Counsel's office of a corporation. The members of the Town Council and the Town Manager make up the governing board of this corporation. The Civil Division also has the additional responsibility of advising other members in the corporation, including all other departments and divisions. The responsibilities of the Legal Department encompass such diverse areas of the law as employment and personnel law, open meeting issues, condemnation, annexation, elections, land use, contracts and bidding, Robert's Rules of Order, torts, ordinance and statute interpretation and drafting, water law, telecommunications and transportation. Members of the Civil Division attend most Council meetings and study sessions, along with legal staff attending many different board and commission meetings. Legal staff also provides training to elected officials and government employees.

The Town Prosecutor's Office constitutes the Criminal Division. The Criminal Division works closely with the Oro Valley Police Department and the Oro Valley Magistrate Court in ensuring the public safety. Prosecutor's offices do not produce positive economic gains. Rather they are tasked with creating a situation whereby public safety is maintained and wrongdoing is punished appropriately. This is done by prosecuting or deciding not to prosecute various cases. Prosecutor's offices work closely with criminals, victims, outside agencies, state agencies and the state legislature, local government agencies, local government providers, law enforcement agencies and different courts.

MISSION STATEMENT:

The Mission statement of the Civil Division is "The Oro Valley Legal Department pledges to work cooperatively with the Town Council, Town Manager and the Citizens of Oro Valley to improve the quality of life within the Town by identifying and working to resolve legal issues. The department will, whenever possible, offer alternatives to costly litigation. The roles of the attorneys and all legal staff are important and fundamental in protecting lives, properties and holdings, and in addressing the concerns of the Town Council and residents. The Legal Department will strive to protect the Town, the Town Values, and the Town Citizens as is deemed appropriate by the Town Council and Town Manager."

The Mission Statement of the Criminal Division is that "The Criminal Division pledges to fairly and equitably resolve criminal and civil court matters while respecting the rights of all the parties in as timely a manner as resources allow."

2005/06 BUDGET REQUEST JUSTIFICATION:

This last year saw a change in the reporting and assignment structure for the office. Instead of reporting to one person (the Town Manager), the Town Attorney now reports directly to the Town Council. Reporting to seven different people instead of a single person has greatly increased the requests for research, opinions, paperwork and our overall caseload. Further, both the Civil and Criminal Divisions were understaffed prior to losing the services of the Town Attorney last year.

This lack of personnel has been especially acute in the Criminal Division and upper management is being implored to alleviate this situation. Various indicators for additions to the Criminal Division now call for additions in personnel ranging from a low end addition of three new personnel to a possible high end of twelve new personnel. All four indicators used are exceeded and have been exceeded for many years. The Criminal Division has not had any additions of new personnel since 1990, despite huge personnel increases at the Police Department within that time frame. The addition of new personnel also calls for the necessary increases in the budget to supply those personnel.

On the civil side, indicators also call for additions. However, no requests are being made this year for additions to the Civil Division as to not detract from the need on the criminal side.

However, it appears as though the use of outside legal counsel also greatly increased this last year. As no new civil staff additions are being submitted, it is requested that this area of the budget also be increased.

More detailed explanations for all submitted increases have been included with our budget requests.

TOWN OF ORO VALLEY
 LEGAL
 GENERAL FUND
 FISCAL YEAR 2005-2006 BUDGETED EXPENDITURES
 SUMMARY

DESCRIPTION	CURRENT YEAR		BUDGET YEAR		
	2004-2005 BUDGET	ESTIMATED ACTUAL	DEPARTMENT REQUEST	MANAGER REVIEW	2005-2006 COUNCIL APPROVAL
PERSONNEL	\$ 436,204	\$ 390,171	\$ 590,228	\$ 557,320	\$ 648,315
OPERATIONS & MAINTENANCE	123,300	121,205	207,400	152,900	152,900
CAPITAL OUTLAY	10,000	10,000	25,100	20,000	38,400
DEBT SERVICE	-	-	-	-	-
CONTINGENCY/RESERVE	-	-	-	-	-
TOTAL EXPENDITURES	\$ 569,504	\$ 521,376	\$ 822,728	\$ 730,220	\$ 839,615

**TOWN OF ORO VALLEY
LEGAL
GENERAL FUND
FISCAL YEAR 2005-2006 BUDGETED EXPENDITURES
AUTHORIZED POSITIONS**

DESCRIPTION	2002-2003 BUDGET	2003-2004 BUDGET	2004-2005 BUDGET	2005-2006 BUDGET YEAR		
				DEPARTMENT REQUEST	MANAGER REVIEW	COUNCIL APPROVAL
Town Attorney	1.0	1.0	1.0	1.0	1.0	1.0
Town Prosecutor	1.0	1.0	1.0	1.0	1.0	1.0
Legal Assistant	1.0	1.0	1.0	1.0	1.0	1.0
Assistant Prosecutor	0.0	0.0	0.0	1.0	1.0	1.0
Paralegal	2.0	2.0	1.0	1.0	1.0	2.0
Civil Attorney	1.0	1.0	1.0	1.0	1.0	2.0
Legal Secretary	1.0	1.0	1.0	1.0	1.0	1.0
Law Clerk-Civil *	1.0	1.0	0.25	0.25	0.25	0.25
File Clerk (Criminal)	1.0	0.0	0.0	1.0	1.0	0.0
Victims Rights Coordinator	0.0	0.0	0.0	1.0	0.0	0.0
File Clerk/Victims Rights Coordinato	0.0	0.0	0.0	0.0	0.0	1.0
* 75% Reimbursed by UofA						
TOTAL PERSONNEL	9.0	8.0	6.25	9.25	8.25	10.25

TOWN OF ORO VALLEY
 LEGAL
 GENERAL FUND
 FISCAL YEAR 2005-2006 BUDGETED EXPENDITURES
 PERSONNEL DETAIL

DESCRIPTION	CURRENT YEAR		BUDGET YEAR		
	2004-2005 BUDGET	ESTIMATED ACTUAL	DEPARTMENT REQUEST	MANAGER REVIEW	2005-2006 COUNCIL APPROVAL
Salaries & Wages	\$ 350,488	\$ 317,312	\$ 465,128	\$ 439,593	\$ 523,047
Group Insurance	38,140	35,291	50,702	47,361	45,004
Social Security/Medicare	26,812	23,983	35,488	33,578	40,255
ASRS Contributions	19,977	17,475	37,777	35,718	38,939
Workers' Compensation	787	749	1,133	1,070	1,070
Other Employee Benefits	-	(4,639)	-	-	-
TOTAL PERSONNEL EXPENDITURES	\$ 436,204	\$ 390,171	\$ 590,228	\$ 557,320	\$ 648,315

TOWN OF ORO VALLEY
GENERAL ADMINISTRATION
GENERAL FUND
FISCAL YEAR 2005-2006

DEPARTMENTAL SERVICES:

General Administration budget allocations include funding for overhead and pooled costs such as utility expenses, pool vehicle maintenance and operation, and general liability insurance. General Administration is also used to account for some capital improvement projects, monetary transfers to other funds and an appropriated contingency amount.

2005/06 BUDGET REQUEST JUSTIFICATION:

Transfers to the Municipal Debt Service Fund include debt service payments for principal and interest payments on land acquisitions, acquisition of the Naranja Town Site, Community Development Services Building construction, Library Building construction and the 2003 bond refunding.

TOWN OF ORO VALLEY
GENERAL ADMINISTRATION
GENERAL FUND
FISCAL YEAR 2005-2006 BUDGETED EXPENDITURES
OPERATIONS & MAINTENANCE

DESCRIPTION	CURRENT YEAR		BUDGET YEAR		
	2004-2005 BUDGET	ESTIMATED ACTUAL	DEPARTMENT REQUEST	MANAGER REVIEW	2005-2006 COUNCIL APPROVAL
Outside Professional Services	\$ -	\$ 29,350	\$ 9,000	\$ 9,000	\$ 9,000
Water & Sewer	12,000	6,000	7,500	7,500	7,500
Waste Disposal Fees	4,000	3,500	4,000	4,000	4,000
Vehicle Repair & Maintenance	1,000	1,000	1,000	1,000	1,000
Equipment Repair & Maintenance	1,000	1,400	2,500	2,500	2,500
Rentals	5,600	2,500	6,300	6,300	6,300
Insurance	246,504	246,504	212,722	212,722	212,722
Memberships and Subscriptions	400	414	500	500	500
Office Supplies	11,000	11,000	17,500	17,500	17,500
Natural Gas & Electricity	70,300	70,300	73,400	73,400	73,400
Gasoline & Oil	1,050	1,600	1,750	1,800	1,800
Non-Capitalized Equipment	-	2,100	4,000	4,000	4,000
Miscellaneous Other Operating	25,200	15,000	35,500	35,500	25,500
Safety Compliance	2,850	1,000	1,000	1,000	1,000
Annexation Expenses	10,000	4,000	10,000	10,000	10,000
Procurement Analysis	0	0	-	-	35,000
TOTAL O & M EXPENDITURES	\$ 390,904	\$ 395,668	\$ 386,672	\$ 386,722	\$ 411,722

TOWN OF ORO VALLEY
GENERAL ADMINISTRATION
GENERAL FUND
FISCAL YEAR 2005-2006 BUDGETED EXPENDITURES
CAPITAL OUTLAY DETAIL

DESCRIPTION	CURRENT YEAR		BUDGET YEAR		
	2004-2005 BUDGET	ESTIMATED ACTUAL	DEPARTMENT REQUEST	MANAGER REVIEW	2005-2006 COUNCIL APPROVAL
Minor Assets:	\$ 2,500	\$ 2,545	\$ -	\$ -	\$ -
Buildings & Improvements (Programming)	\$ 73,000	\$ 52,000	\$ 96,000	\$ 96,000	\$ 96,000
TOTAL CAPITAL OUTLAY	\$ 75,500	\$ 54,545	\$ 96,000	\$ 96,000	\$ 96,000

TOWN OF ORO VALLEY
MUNICIPAL DEBT SERVICE FUND
FISCAL YEAR 2005-2006

BUDGET REQUEST JUSTIFICATION:

This fund is used to account for principal and interest payments on all Town general debt issuances.

Series 1996 Certificates of Participation (COPs) were issued in September, 1996 in an amount of \$5,125,000 for land acquisition and parks development. The average interest rate was 5.75%. In December 2003, \$3,380,000 in principal was refunded as part of the Series 2003 Municipal Property Corporation (MPC) Excise Tax Revenue Refunding Bonds. The outstanding principal is \$420,000 at July 1, 2005. The last payment is scheduled for July 1, 2006.

Series 1999 Municipal Property Corporation (MPC) Excise Tax Revenue Bonds were issued in June, 1999 in an amount of \$1,695,000 for construction of the development services building. The average interest rate was 4.26%. The outstanding principal is \$850,000 at July 1, 2005. The last payment is scheduled for July 1, 2009.

Series 2000 Excise Tax Revenue Obligations were issued in November, 2000 in an amount of \$2,580,000 for acquisition of the Naranja Town Site. The average interest rate was 5.31%. In December 2003, \$1,260,000 in principal was refunded as part of the Series 2003 Municipal Property Corporation (MPC) Excise Tax Revenue Refunding Bonds. The outstanding principal is \$945,000 on July 1, 2005. The last payment is scheduled for July 1, 2020.

Series 2001 Municipal Property Corporation (MPC) Excise Tax Revenue Bonds were issued in April, 2001 in an amount of \$3,362,532 for construction of the Oro Valley Public Library. The average interest rate was 4.80%. In December 2003, \$181,002 in principal was refunded as part of the Series 2003 Municipal Property Corporation (MPC) Excise Tax Revenue Refunding Bonds. The outstanding principal is \$2,610,534 at July 1, 2005. The last payment is scheduled for July 1, 2020.

Series 2003 Municipal Property Corporation (MPC) Excise Tax Revenue Refunding Bonds were issued in December 2003 in an amount of \$5,512,500. The average interest rate was 4.04%. The outstanding principal is \$5,442,500 at July 1, 2005. The last payment is scheduled for July 1, 2019.

The Debt Service Reserve Fund is related to the Series 1999 bond issue.

TOWN OF ORO VALLEY
MUNICIPAL FACILITIES CONSTRUCTION FUND
CAPITAL PROJECTS FUND
FISCAL YEAR 2005-2006

DEPARTMENTAL SERVICES:

This fund has been set up to account for land acquisition and development costs associated with a proposed municipal operations center.

TOWN OF ORO VALLEY
FISCAL YEAR 2005-2006
MUNICIPAL OPERATIONS CENTER LAND AND FACILITIES FUND
REVENUES AND OTHER FINANCING SOURCES

RESOURCES	CURRENT YEAR 2004-2005		BUDGET YEAR 2005-2006	
	BUDGET	ESTIMATED ACTUAL	MANAGER REVIEW	COUNCIL APPROVAL
	Bond Proceeds	\$ -	\$ -	\$ -
TOTAL REVENUES & OTHER FINANCING SOURCES	\$ -	\$ -	\$ -	\$ 6,000,000

TOWN OF ORO VALLEY
COMMUNITY DEVELOPMENT DEPARTMENT
ADMINISTRATION DIVISION
GENERAL FUND
FISCAL YEAR 2005-2006

DIVISION SERVICES:

Community Development Administration provides oversight, direction and support services to the Building Safety, Park and Recreation, Planning and Zoning and Library Divisions. An important component to this oversight is the provision of guidance and training to each member of this growing department in a manner that is consistent with the established policies and expectations of the community. Each of these Divisions and the services they perform positively impact the quality of the community in both natural and built form.

The Administration Division will continue to take the lead role in coordinating, monitoring and improving the Town's development review process. This involves helping each person understand their role in the process, innovating review processes and techniques, developing goals, performance measures and targets, and monitoring progress. The Division also provides support services to several of the Towns Boards, Commissions and Committees. Additionally, the Division will provide project management for the planning and implementation of the 2004 Pima County Bond Projects including the Library expansion, Honey Bee Village and Steam Pump Village.

MISSION STATEMENT:

To provide high quality community development services that are efficient and responsive to the needs of the community, delivered by knowledgeable staff, in a timely fashion with professionalism and common courtesy.

2005/06 BUDGET REQUEST JUSTIFICATION:

PERSONNEL

No new positions are requested for this division.

GREATER ORO VALLEY ARTS COUNCIL

The Greater Oro Valley Arts Council (GOVAC) has requested an increase of \$53,470 for this upcoming year. GOVAC deems this as investment in the future growth and extension of their organization. Additional funds would be used to provide for additional benefits and salaries for existing staff, outsourced public relations support and professionally developed marketing materials.

CONTRACT PROFESSIONAL SERVICES

Funds for professional services have been included for specialized consulting services that are anticipated for the newly created Historic Commission. Such services would include consulting from historical architects, archeologists and landscape architects that may be necessary to assist with the preparation of preservative plans for the community.

TOWN OF ORO VALLEY
COMMUNITY DEVELOPMENT
ADMINISTRATION DIVISION
GENERAL FUND
FISCAL YEAR 2005-2006 BUDGETED EXPENDITURES
SUMMARY

DESCRIPTION	CURRENT YEAR		BUDGET YEAR		
	2004-2005 BUDGET	ESTIMATED ACTUAL	DEPARTMENT REQUEST	MANAGER REVIEW	2005-2006 COUNCIL APPROVAL
PERSONNEL	\$ 218,340	\$ 204,504	\$ 229,019	\$ 229,019	\$ 226,656
OPERATIONS & MAINTENANCE	169,975	160,697	229,315	171,845	225,315
CAPITAL OUTLAY	-	-	-	-	-
OTHER FINANCING USES	-	-	-	-	-
CONTINGENCY/RESERVE	-	-	-	-	-
TOTAL EXPENDITURES	\$ 388,315	\$ 365,201	\$ 458,334	\$ 400,864	\$ 451,971

TOWN OF ORO VALLEY
COMMUNITY DEVELOPMENT
ADMINISTRATION DIVISION
GENERAL FUND
FISCAL YEAR 2005-2006 BUDGETED EXPENDITURES
OPERATIONS & MAINTENANCE

DESCRIPTION	CURRENT YEAR		BUDGET YEAR		
	2004-2005 BUDGET	ESTIMATED ACTUAL	DEPARTMENT REQUEST	MANAGER REVIEW	2005-2006 COUNCIL APPROVAL
Contract Professional Services	\$ 1,000	\$ -	\$ 8,000	\$ 4,000	\$ 4,000
Equipment Repair & Maintenance	12,000	8,000	10,070	10,070	10,070
Telecommunications	150	200	150	150	150
Postage	500	500	500	500	500
Advertising	500	-	500	500	500
Printing & Binding	1,500	1,472	1,500	1,500	1,500
Travel & Training	3,250	3,250	3,250	3,250	3,250
Memberships & Subscriptions	1,075	1,075	1,075	1,075	1,075
Office Supplies	16,600	13,000	17,000	17,000	17,000
Non-Capitalized Equipment	-	-	400	400	400
Miscellaneous Other Operating	200	-	200	200	200
Greater OV Arts Council Agreement	133,200	133,200	186,670	133,200	186,670
TOTAL O & M EXPENDITURES	\$ 169,975	\$ 160,697	\$ 229,315	\$ 171,845	\$ 225,315

TOWN OF ORO VALLEY
COMMUNITY DEVELOPMENT DEPARTMENT
PLANNING AND ZONING DIVISION
GENERAL FUND
FISCAL YEAR 2005-2006

DEPARTMENTAL SERVICES:

Planning and Zoning administers the Town's Zoning Code and the General Plan for the harmonious growth of the Town. The division is responsible for providing Planning and Zoning related services to the Community, Town Council, various Boards, the Planning and Zoning Commission, and Town staff. The Planning and Zoning Division is comprised of three teams: Planning, Zoning Compliance, and Administration. Each team is responsible for specific objectives with a common goal of providing excellent service to all of our customers.

Planning

The Planning team coordinates the review of projects with various Town Departments, Divisions and external review agencies such as Pima County Wastewater, Golder Ranch Fire District, and Amphitheater Public Schools. Planning also prepares amendments to the Oro Valley Zoning Code as directed by the Planning and Zoning Commission and the Town Council. The Planning team projects and estimates the Town's population. The purpose of these tasks is to formulate recommendations for the aesthetic, organized growth and development of the Town.

Zoning Compliance

The Zoning Compliance team implements the development approval actions of the Town Council and Development Review Board, and they enforce the provisions of the Oro Valley Zoning Code Revised. This team issues all zoning permits, except grading permits; reviews site plans for all buildings, pools, walls, etc.; and monitors compliance with Town plant salvage, landscape, sign and development performance standards. They also collect and release assurances that are posted to ensure that development and landscaping are completed in a timely manner per approved plans. The Development Coordinator position coordinates and maintains project files for all development review projects to help ensure that these projects stay on track.

Administration

The Administration team consists of the Planning and Zoning Administrator, one Secretary III and one Part-Time File Clerk to provide direction to, and support services for, the other teams, the Planning and Zoning Commission, the Development Review Board and the Board of Adjustment.

MISSION STATEMENT:

To provide a healthy, pleasant environment for those who live, work, and visit Oro Valley by blending the unique natural resources of our community with quality, sustainable development. "Teams of Excellence" are formed by a knowledgeable, respectful, motivated, and creative staff who work in a **setting** that provides challenges, growth, opportunities to excel, and the satisfaction of creating positive impacts on the community. These teams welcome and engage all customers in a partnership to help the community implement its standards and achieve its vision.

2005/06 BUDGET REQUEST JUSTIFICATION:

Outside Professional Services

The Outside professional Services request is based on funding the following projects/services:

Project Service	Request	Comment
Microfiche	\$ 5,000	Space-efficient storage for older plans.
Code Update	\$ 8,000	Professional assistance in compilation and review of code amendments.
Professional Assistance	\$ 3,500	Outside review of Native Plant Salvage, Riparian, Landscape Plans, Lighting and other plans.
Surveying Services	\$ 1,500	Resolve boundary issues
Save-a-Plant Coordination	\$ 2,000	Train and run salvages.
Preservation Plans for Bond Projects	\$ 45,000	Plans for the future, publicly owned areas of Honey Bee Village and Steam Pump Ranch.
TOTAL	\$65,000	

Printing and Binding

There is \$8,500 requested this year including \$2,000 to fund printing of the revised General Plan, \$2,250 for the citizen planning institute, and \$4,250 for miscellaneous printing costs and large copying jobs such as those for public meetings.

Non-Capitalized Equipment

The requested \$2,400 is for 6 flat screen monitors to convert one-half of the division.

Neighborhood Cleanup

December of 2004 we had our first neighborhood clean-up. With the help of Public Works and the residents, we collected 65 tons of waste material from the Canyon Shadows, Suffolk Hills and Rancho Catalina neighborhoods at a cost of \$2,925.00, for dumpsters and hauling. We received numerous compliments from the residents, as well as enhancing the appearance of the town.

We targeted the above neighborhoods based on complaints and field inspections. For the next budget year, the request is for thirteen neighborhoods, at a cost of approximately \$1000.00 plus, for each neighborhood, including the trash fees and the costs of notice by mail. This would clean-up all of the targeted neighborhoods in the Town.

The following are the proposed neighborhoods:

SUBDIVISION	LOTS
Fairhaven Village North	13
Fairhaven Village South	26
Rancho Feliz North	205
Rancho Feliz South	36
Rancho Verde North	47
Rancho Verde South	83
Shadow Mountain Estates	154
Shadow Mountain Estates East	64
Shannon Acres	8
Sunnyslope	56
Tangerine Hills	117
Tangerine Meadows North	29
Tangerine Meadows South	17
TOTAL:	855

TOWN OF ORO VALLEY
COMMUNITY DEVELOPMENT
PLANNING & ZONING DIVISION
GENERAL FUND
FISCAL YEAR 2005-2006 BUDGETED EXPENDITURES
SUMMARY

DESCRIPTION	CURRENT YEAR		BUDGET YEAR		
	2004-2005 BUDGET	ESTIMATED ACTUAL	DEPARTMENT REQUEST	MANAGER REVIEW	2005-2006 COUNCIL APPROVAL
PERSONNEL	\$ 713,137	\$ 658,752	\$ 772,340	\$ 772,340	\$ 764,639
OPERATIONS & MAINTENANCE	96,270	90,550	123,905	66,860	66,860
CAPITAL OUTLAY	-	-	-	-	-
OTHER FINANCING USES	-	-	-	-	-
CONTINGENCY/RESERVE	-	-	-	-	-
TOTAL EXPENDITURES	\$ 809,407	\$ 749,302	\$ 896,245	\$ 839,200	\$ 831,499

TOWN OF ORO VALLEY
COMMUNITY DEVELOPMENT
PLANNING & ZONING DIVISION
GENERAL FUND
FISCAL YEAR 2005-2006 BUDGETED EXPENDITURES
AUTHORIZED POSITIONS

DESCRIPTION	2002-2003 BUDGET	2003-2004 BUDGET	2004-2005 BUDGET	2005-2006 BUDGET YEAR		
				DEPARTMENT REQUEST	MANAGER REVIEW	COUNCIL APPROVAL
Planning & Zoning Administrator	1.0	1.0	1.0	1.0	1.0	1.0
Senior Planner	1.0	1.0	0.0	0.0	0.0	0.0
Principal Planner	0.0	0.0	1.0	1.0	1.0	1.0
Planner II	2.0	2.0	0.0	0.0	0.0	0.0
Senior Planner	0.0	0.0	2.0	2.0	2.0	2.0
Planner I	2.0	2.0	0.0	0.0	0.0	0.0
Planner	0.0	0.0	2.0	2.0	2.0	2.0
Senior Zoning Inspector	1.0	1.0	1.0	1.0	1.0	1.0
Zoning Inspector	1.0	1.0	1.0	1.0	1.0	1.0
Planning Technician	1.0	1.0	1.0	1.0	1.0	1.0
Development Tech II	2.0	2.0	0.0	0.0	0.0	0.0
Zoning Inspection Tech	0.0	0.0	1.0	1.0	1.0	1.0
Development Coordinator	1.0	1.0	2.0	2.0	2.0	2.0
Secretary III	1.0	1.0	0.0	0.0	0.0	0.0
Office Specialist	0.0	0.0	1.0	1.0	1.0	1.0
P/T File Clerk	0.5	0.5	0.5	0.5	0.5	0.5
Senior Planner/GP (Contract)	0.5	0.0	0.0	0.0	0.0	0.0
TOTAL PERSONNEL	14.0	13.5	13.5	13.5	13.5	13.5

TOWN OF ORO VALLEY
COMMUNITY DEVELOPMENT
PLANNING & ZONING DIVISION
GENERAL FUND
FISCAL YEAR 2005-2006 BUDGETED EXPENDITURES
OPERATIONS & MAINTENANCE

DESCRIPTION	CURRENT YEAR		BUDGET YEAR		
	2004-2005 BUDGET	ESTIMATED ACTUAL	DEPARTMENT REQUEST	MANAGER REVIEW	2005-2006 COUNCIL APPROVAL
Outside Professional Services	\$ 22,600	\$ 22,600	\$ 65,000	\$ 20,000	\$ 20,000
General Plan	26,000	26,000	-	-	-
Vehicle Repair & Maintenance	2,300	2,500	3,500	3,500	3,500
Equipment Repair & Maintenance	1,000	600	1,000	1,000	1,000
Telecommunications	800	800	800	800	800
Postage	5,000	5,300	5,300	5,300	5,300
Advertising	4,000	3,200	4,000	4,000	4,000
Printing & Binding	14,100	10,000	8,500	8,500	8,500
Travel & Training	10,700	10,000	10,900	10,900	10,900
Memberships & Subscriptions	2,720	2,500	2,505	2,505	2,505
Gasoline & Oil	1,700	1,700	2,000	1,955	1,955
Non-Capitalized Equipment	2,150	2,150	2,400	2,400	2,400
Field Supplies	3,000	3,000	3,000	3,000	3,000
Miscellaneous Other Operating	200	200	-	-	-
Neighborhood Cleanup	-	-	15,000	3,000	3,000
TOTAL O & M EXPENDITURES	\$ 96,270	\$ 90,550	\$ 123,905	\$ 66,860	\$ 66,860

TOWN OF ORO VALLEY
COMMUNITY DEVELOPMENT DEPARTMENT
BUILDING SAFETY DIVISION
GENERAL FUND
FISCAL YEAR 2005-2006

DIVISION SERVICES:

This division is responsible for ensuring the health, safety and welfare of the public in the built environment. The Division coordinates all facets of building plan review and the subsequent inspection process during construction for code conformance in the interest of public safety. The Building Safety Division is responsible for the review of site development plans, construction plans including architecture, structural, fire-resistive, life/safety, plumbing, electrical and mechanical systems, retaining walls and pools/spas to assess their compliance with the codes. The Division also performs inspections on the construction of all buildings, remodeled or altered within the Town to verify they are constructed to the health and safety standards contained within the codes and ordinances adopted by the Town. In coordination with the Fire Marshal, the division is responsible for field inspections on projects under construction and on existing buildings for compliance with fire codes, ordinances and laws. The Division along with the Fire Marshal, coordinates, and evaluates the operations of the fire prevention activities and programs within the Town. These programs include Fire Code management, fire and life safety maintenance inspections, construction inspections, plan review, fire investigations, public education, and community services. Swimming Pool and Spa Code enforcement is also conducted by the personnel of this Division.

MISSION STATEMENT:

Oro Valley Building Safety is committed to public safety. We pledge to maintain the highest standards of integrity and treat all persons courteously, equally and fairly. We will strive to serve the public efficiently, accurately and in a timely fashion. We are committed to the performance of our duties in such a manner as to create individual respect, respect for the Division and respect for the Town of Oro Valley.

2005/06 BUDGET REQUEST JUSTIFICATION:

Discussion on New Positions, Programs, and Major Capital Outlay Requests

Positions

- Due to the trend of increases in commercial development, larger custom home construction, the public's request for timely and consistent services, while insuring the all other activities of the Division are coordinated, carried out and tracked accurately; the addition of a part time Development Technician is requested.

Programs

- In fiscal year 2002-2003 the Division implemented a training program to train construction superintendents and subcontractors in the use and application of the construction codes adopted and enforced by the Town. In February 2003 the Division implemented a new training program to assist designers in the preparation of applications and associated documents submitted to the Town of Oro Valley in obtaining various construction permits. It is hoped that this program will save applicants and the Town time and resources. These two programs have been very well received by the construction community and demonstrate that the Building Safety Division is not just a regulator of construction codes but is also a partner with the construction community in providing safe buildings for the public's use. The Division plans to maintain these programs and expand them as the request for more training is received from the public.
- An expansion program of the Division's web site is also planned to provide the public with on-line information, handouts and assistance for construction projects requiring permits. This program should be completed during the winter of 2005-2006.
- The Division is currently converting data from the PermitsPlus and Seletron data bases into SQL Server to ultimately provide web access to reports from PermisPlus to the public. Once completed this program will allow the public to check on building permits issued, status of plan review or inspections on line.

Capital Outlay

- Funding to replace two pickup trucks that are over 10 years old was requested in fiscal year 2003-2004 and 2004-2005 and was denied. A request for funding has been included in the Capital Improvement Program again for this fiscal year. However, it is doubtful the CIP has sufficient funds to cover them. These two pickups are at a point of no return, where the money spent on repairs and maintenance in order to keep them safe for use could potentially be in amounts that would exceed

the value of the vehicles. If the purchase of the two new vehicles is not approved the Vehicle Repair and Maintenance line item may need to be increased to provide the additional repairs and maintenance the vehicles will need to keep them running and safe to operate.

Discussion on Existing Positions and Programs Terminated:

No existing positions or programs are planned to be terminated.

Operations & Maintenance

• **Outside Professional Services:** The Division makes use of these services primarily for the review of plans that require specialized review by an engineer and when workloads increase to a point where our performance standards cannot be met or on occasion to provide onsite building inspectors for fast track, high profile projects. Customers also request these services in order to expedite the review of their plans and to expedite inspections on their projects. The division has experienced an increase in these requests. The applicant pays the costs for the expedited reviews and inspection services in addition to the normal fees collected by the Division. The funds collected are deposited into the General Fund and are not credited to the Outside Professional Services line item within the Division's budget. With the anticipated increase in the number of commercial projects for the upcoming fiscal year, an increase of 25% is requested for this line item. \$50,000 of the Outside professional services line item is to reimburse Golder Ranch Fire District for fire marshal services provided by them per the IGA agreement between the Town and Golder Ranch Fire District.

• **Equipment Repair and Maintenance:** This line item is used for funding of all licensing and maintenance fees for use of the Accela PermitsPlus permitting system, Integrated Digital Technology (IDT) system for on line plan review and the Selectron Interactive Voice Recognition (IVR) system in addition to funding for the maintenance and repair of the Division's office equipment. The maintenance agreements are necessary for professional maintenance and the licensing of the programs.

• **Telecommunications:** This line item was increased due to the addition of one mobile telephone for staff.

Postage: This line item is for mass mailings to the Division's customers in providing updated information to contractors and mailing notifications to inform permit holders of permits that will expire, have expired or of violations.

• **Printing and Binding:** This line item is for costs associated with the printing of plans, handouts, informational booklets and reproduction costs for public information requests. An additional \$3,000 has been added to this line item by request of the Town Clerk's office to cover costs of microfilming plans and records that are kept as permanent records pursuant to ARS §41-1351 as approved in the Records Retention And Disposition Schedule.

•**Travel and Training:** The Division has experienced a turnover in staff over the past several months. The travel and training line item is increased primarily to provide the necessary training for new employees. Continuing education is also needed by staff to effectively perform their duties. Training is also budgeted to send the Office Manager to seminars needed to keep abreast with changes in the PermitsPlus and Selectron permit programs and to provide the Development Technician Supervisor the training needed to assist in the maintenance and programming of the permit systems.

•**Memberships and Subscriptions:** This line item is a decrease from last fiscal year by \$460. Funds in this line item are to purchase codebooks, reference materials and standards needed by staff; for memberships in various organizations such as the International Code Council (ICC), the National Fire Protection Association (NFPA), and the International Association of Electrical Inspectors (IAEI). Funds in this line item also cover the costs of obtaining new certifications through the International Code Council for new staff and re-certifications for existing staff. The certifications are for Permit Technicians, Building Inspectors and Plans Examiners and are requirements of the positions held.

•**Office Supplies:** This line item increased slightly due to cost increases in the purchase of forms used in the permitting process.

•**Gasoline & Oil:** This line item increased due to the rising cost of gasoline and oil.

•**Non-Capitalized Equipment (<\$1000):** Increases in this line item are due to the need to replace two worn out office chairs, to purchase one filing cabinet for the inspectors office area, and to purchase tool boxes for the bed area of 4 inspection trucks. The tool boxes are to hold code books, handouts, tools and other materials. These materials are currently carried in the small cabs of the trucks. Having these materials in the truck cabs creates an unsafe working environment. Funding is also requested to purchase Arc Fault Testers use in testing the operation of Arc Fault electrical circuit breakers. The breakers are required by the Electrical Code and must be tested prior to use. In addition funding is requested to purchase of five new digital cameras for use by the building inspectors for legal documentation purposes during inspections and enforcement actions and to replace the continuous feed printer used to print inspection request forms.

•**Uniforms:** Due to new staff hired, this line item has increased by \$1,650.

•**Field Supplies:** This line item is for the purchase of testing equipment, tape measures and tools needed by the building inspectors to perform inspections.

•**Miscellaneous Other Operating:** This line item is used to purchase miscellaneous operating supplies for office staff that are not covered in other line items such as staplers, calculators, architect and engineering scales, etc.

• **Minor Assets (\$1000 - \$5000):** A significant increase in this line item is due to the request for funding to purchase Ulrich Plan Filing Systems to store and file construction plans on all active projects. Currently the plans are stored on hanging files that are aging, difficult to use and do not provide protection for the plans from fire or water damage if a fire were to occur. In addition, there are not enough hanging files to accommodate all the active plans nor is there room to add more hanging files. The requested new file system will store plans more efficiently, will protect the plans from fire and water damage and will require less space than the current system. The purchase of a new computer for the building inspectors' offices and a computer for the additional Permit Technician is also included.

• **Two expenditure and revenue line items** are included to allow the Division to continue providing the public with codebooks and reference materials at the discounted rates we receive through our ICC, NFPA and IAEE memberships and to allow the use of a credit card in paying fees. Neither of these line items will have a negative impact on the overall budget.

TOWN OF ORO VALLEY
COMMUNITY DEVELOPMENT
BUILDING SAFETY DIVISION
GENERAL FUND
FISCAL YEAR 2005-2006 BUDGETED EXPENDITURES
SUMMARY

DESCRIPTION	CURRENT YEAR		BUDGET YEAR		
	2004-2005 BUDGET	ESTIMATED ACTUAL	DEPARTMENT REQUEST	MANAGER REVIEW	2005-2006 COUNCIL APPROVAL
PERSONNEL	\$ 939,768	\$ 832,720	\$ 985,186	\$ 968,161	\$ 957,534
OPERATIONS & MAINTENANCE	260,425	299,605	304,995	283,240	283,240
CAPITAL OUTLAY	64,088	64,088	73,500	2,500	34,500
DEBT SERVICE	-	-	-	-	-
CONTINGENCY/RESERVE	-	-	-	-	-
TOTAL EXPENDITURES	\$ 1,264,281	\$ 1,196,413	\$ 1,363,681	\$ 1,253,901	\$ 1,275,274

TOWN OF ORO VALLEY
COMMUNITY DEVELOPMENT
BUILDING SAFETY DIVISION
GENERAL FUND
FISCAL YEAR 2005-2006 BUDGETED EXPENDITURES
AUTHORIZED POSITIONS

DESCRIPTION	2002-2003 BUDGET	2003-2004 BUDGET	2004-2005 BUDGET	2005-2006 BUDGET YEAR		
				DEPARTMENT REQUEST	MANAGER REVIEW	COUNCIL APPROVAL
Building Administrator	1.0	1.0	1.0	1.0	1.0	1.0
Office Manager/Plans Examiner	1.0	1.0	0.0	0.0	0.0	0.0
Building Permit Manager	0.0	0.0	1.0	1.0	1.0	1.0
Chief Building Inspector	1.0	1.0	1.0	1.0	1.0	1.0
Senior Plans Examiner	1.0	1.0	1.0	1.0	1.0	1.0
Commercial Plans Examiner	0.0	1.0	1.0	1.0	1.0	1.0
Plans Examiner	3.0	2.0	2.0	2.0	2.0	2.0
Senior Development Tech	0.0	0.0	1.0	1.0	1.0	1.0
Development Tech II	3.0	3.0	0.0	0.0	0.0	0.0
Development Tech	0.0	0.0	2.0	2.5	2.0	2.0
Building Inspector II	4.0	4.0	4.0	2.0	2.0	2.0
Building Inspector I	2.0	2.0	0.0	4.0	4.0	4.0
Building Inspector	0.0	0.0	2.0	0.0	0.0	0.0
Fire Marshall	1.0	1.0	0.0	0.0	0.0	0.0
Fire Inspecor	0.0	0.0	0.0	0.0	0.0	0.0
Part-Time Building Inspector II (Triad)	0.0	0.0	0.0	0.0	0.0	0.0
TOTAL PERSONNEL	17.0	17.0	16.0	16.5	16.0	16.0

TOWN OF ORO VALLEY
COMMUNITY DEVELOPMENT
BUILDING SAFETY DIVISION
GENERAL FUND
FISCAL YEAR 2005-2006 BUDGETED EXPENDITURES
CAPITAL OUTLAY DETAIL

DESCRIPTION	CURRENT YEAR		BUDGET YEAR		
	2004-2005 BUDGET	ESTIMATED ACTUAL	DEPARTMENT REQUEST	MANAGER REVIEW	2005-2006 COUNCIL APPROVAL
Minor Assets:	\$ 2,000	\$ 2,000	\$ 31,500	\$ 2,500	\$ 2,500
Vehicles Building Inspectors	-	-	42,000	-	32,000
Buildings and Improvements	62,088	62,088	-	-	-
TOTAL CAPITAL OUTLAY	\$ 64,088	\$ 64,088	\$ 73,500	\$ 2,500	\$ 34,500

TOWN OF ORO VALLEY
COMMUNITY DEVELOPMENT DEPARTMENT
PARKS AND RECREATION DIVISION
GENERAL FUND
FISCAL YEAR 2005-2006

DIVISION SERVICES:

This Division provides municipal Parks and Recreation services to the residents of Oro Valley, including park facilities, recreational programs, reservation services, trails, special events, and all related maintenance functions. Three public park facilities, James D. Kriegh Park, Cañada del Oro Riverfront Park, and West Lambert Lane Park, provide residents with a variety of leisure opportunities. Amenities include sports fields with lights, an olympic sized swimming pool, a wading pool, an enhanced avian habitat, horseshoes, volleyball, racquetball, tennis, basketball, an equestrian staging area, an outdoor amphitheater, multi-use paths, a par course, ramadas, grills, snack bars, playgrounds, trails and public art.

Recreation Programs offered include spring, summer, and fall camps for elementary school age children, hikes, junior golf, dog obedience, junior Jazzercise, adult Jazzercise, yoga, Pee Wee P.E., baseball camps, in-line skating classes, martial arts, adult fitness, Yoga, Tái Chi, guitar, and a full-scale aquatics program. Last year, the Division leased 1370 sq. ft. of space on the southwest corner of La Cañada and Naranja and expanded recreational program offerings for all ages.

The Division also issues reservations / permits for tennis, racquetball, ramadas, field usage, the equestrian staging area, special events, and metal detector use.

Parks and Recreation works closely with sports leagues, the Greater Oro Valley Arts Council, public and private schools, the Oro Valley Library staff, churches, and other agencies to fully utilize park facilities and maximize programming opportunities.

MISSION STATEMENT:

To enhance the quality of life for all Oro Valley Residents by providing exceptional parks, recreation, and trails facilities and offering a wide range of programs and activities for all ages.

2005/06 BUDGET REQUEST JUSTIFICATION:

Personnel: The 2005/06 Parks and Recreation budget reflects three new personnel requests and two position reclassifications as follows:

Park Monitor: It is recommended that this new permanent part time position be filled when the Honey Bee Park is transferred from Pima County to the Town. The Park Monitor will provide a staff presence in the park and begin to implement the recommendations outlined in the Honey Bee Canyon Management Plan.

Park Maintenance Worker: It is recommended that this new permanent full time position be filled when the Honey Bee Park is transferred from Pima County to the Town. The Park Maintenance Worker will provide building maintenance, janitorial services, trash pick-up, trail maintenance, and landscape maintenance.

Senior Office Assistant: It is recommended that a new permanent full time Senior Office Assistant be added to the Parks and Recreation office. Although the Division overall has more than tripled in size, the growth of the office staff has not kept pace. The addition of this staff member, coupled with the existing Senior Office Specialist, will provide administrative support for the Division and the Parks and Recreation Advisory Board.

Recreation Leader: It is recommended that the existing half time permanent Recreation Leader position be re-classed as a permanent full time position. The additional 20 hours per week will provide residents with more recreational opportunities and the Division with much needed assistance with program administration.

Assistant Pool Manager: It is recommended that the existing half time permanent position be re-classed as a permanent full time position. The additional 20 hours per week will provide residents with more aquatic programs and the Division with much needed assistance with new swim programs, special events, and maintenance projects.

Honeybee Park: It is anticipated that Honeybee Park on Rancho Vistoso Boulevard will be transferred to the Town by Pima County, but no transfer date has been established. Therefore, anticipated staff, operating and maintenance expenses have been developed and are included in the 2005/06 budget.

Capital Outlay: Playground surfacing for James D. Kriegh Park was included in the Capital Improvement Program (CIP) as presented by the Technical Advisory Committee. Additionally, \$6,000 was allocated toward the purchase or lease of a Parks pick-up truck. It is recommended that the full amount necessary to purchase a truck be approved in the 2005/06 budget.

Minor assets recommended in the budget include a pool vacuum and an inflatable play structure for the Oro Valley Municipal Pool; and computers for four positions, including the Pool Manager, the Recreation Leader, the Senior Office Assistant, and the Parks Supervisor.

Building improvements reflected in the budget include a playground shade structure to protect the new playground surfacing recommended through the CIP process; and funding to improve the HVAC at the Rec Room to increase the occupancy load of the facility.

TOWN OF ORO VALLEY
COMMUNITY DEVELOPMENT
PARKS AND RECREATION DIVISION
GENERAL FUND
FISCAL YEAR 2005-2006 BUDGETED EXPENDITURES
SUMMARY

DESCRIPTION	CURRENT YEAR		BUDGET YEAR		
	2004-2005 BUDGET	ESTIMATED ACTUAL	DEPARTMENT REQUEST	MANAGER REVIEW	2005-2006 COUNCIL APPROVAL
PERSONNEL	\$ 734,580	\$ 791,588	\$ 917,066	\$ 807,601	\$ 801,012
OPERATIONS & MAINTENANCE	704,948	727,504	791,820	727,840	729,840
CAPITAL OUTLAY	127,480	127,480	145,000	69,860	107,250
OTHER FINANCING USES	-	-	-	-	-
CONTINGENCY/RESERVE	-	-	-	-	-
TOTAL EXPENDITURES	\$ 1,567,008	\$ 1,646,572	\$ 1,853,886	\$ 1,605,301	\$ 1,638,102

TOWN OF ORO VALLEY
COMMUNITY DEVELOPMENT
PARKS AND RECREATION DIVISION
GENERAL FUND
FISCAL YEAR 2005-2006 BUDGETED EXPENDITURES
AUTHORIZED POSITIONS

DESCRIPTION	2002-2003 BUDGET	2003-2004 BUDGET	2004-2005 BUDGET	2005-2006 BUDGET YEAR		
				DEPARTMENT REQUEST	MANAGER REVIEW	COUNCIL APPROVAL
Parks and Recreation Administrator	1.0	1.0	1.0	1.0	1.0	1.0
Secretary II	1.0	1.0	0.0	0.0	0.0	0.0
Office Specialist	0.0	0.0	1.0	2.0	1.0	1.0
Park & Field Monitor	2.0	2.0	0.0	0.0	0.0	0.0
Park Monitor	0.0	0.0	2.0	2.5	2.0	2.0
Park Maintenance Supervisor	1.0	1.0	1.0	1.0	1.0	1.0
Park Maintenance Operator III	1.0	1.0	0.0	0.0	0.0	0.0
Parks Maintenance Crew Leader	0.0	0.0	1.0	1.0	1.0	1.0
Park Maintenance Operator II	2.0	2.0	0.0	0.0	0.0	0.0
Senior Parks Maintenance Worker	0.0	0.0	2.0	2.0	2.0	2.0
Park Maintenance Operator I	2.0	2.0	0.0	0.0	0.0	0.0
Parks Maintenance Worker	0.0	0.0	2.0	3.0	2.0	2.0
Pool Manager	1.0	1.0	1.0	1.0	1.0	1.0
Assistant Pool Manager	0.25	0.30	0.5	1.0	0.5	0.5
Water Safety Instructors (Seasonal)	2.0	2.0	2.0	2.0	2.0	2.0
Lifeguards (Seasonal)	2.0	2.0	1.8	1.8	1.8	1.8
Recreation/Volunteer Coordinator	1.0	1.0	0.0	0.0	0.0	0.0

TOWN OF ORO VALLEY
COMMUNITY DEVELOPMENT
PARKS AND RECREATION DIVISION
GENERAL FUND
FISCAL YEAR 2005-2006 BUDGETED EXPENDITURES
AUTHORIZED POSITIONS

DESCRIPTION	2002-2003 BUDGET	2003-2004 BUDGET	2004-2005 BUDGET	2005-2006 BUDGET YEAR		
				DEPARTMENT REQUEST	MANAGER REVIEW	COUNCIL APPROVAL
Recreation Program Coordinator	0.0	0.0	1.0	1.0	1.0	1.0
Trails Coordinator	0.0	0.5	0.0	0.0	0.0	0.0
Bicycle, Pedestrian & Trails Coordinator	0.0	0.0	1.0	1.0	1.0	1.0
Natural Resource Coordinator	0.5	0.0	0.0	0.0	0.0	0.0
Recreation Leader	0.5	0.5	0.5	1.0	0.5	0.5
Recreation Leader (Seasonal)	0.5	0.5	0.5	0.5	0.5	0.5
Recreation Aids (Seasonal)	2.5	2.5	2.5	2.5	2.5	2.5
TOTAL PERSONNEL	20.3	20.3	20.8	24.3	20.8	20.8

TOWN OF ORO VALLEY
COMMUNITY DEVELOPMENT
PARKS AND RECREATION DIVISION
GENERAL FUND
FISCAL YEAR 2005-2006 BUDGETED EXPENDITURES
PERSONNEL DETAIL

DESCRIPTION	CURRENT YEAR		BUDGET YEAR		
	2004-2005 BUDGET	ESTIMATED ACTUAL	DEPARTMENT REQUEST	MANAGER REVIEW	2005-2006 COUNCIL APPROVAL
Salaries & Wages	\$ 586,234	\$ 612,449	\$ 711,510	\$ 625,183	\$ 625,183
Overtime Pay	8,080	23,667	-	-	-
Group Insurance	50,014	50,400	77,216	70,514	67,998
Social Security/Medicare	44,847	48,329	54,431	47,827	47,827
ASRS Contributions	24,444	26,292	46,654	39,532	35,459
Unemployment Compensation	-	1,566	-	-	-
Workers' Compensation	20,961	28,682	27,255	24,545	24,545
Other Employee Benefits	-	203	-	-	-
TOTAL PERSONNEL EXPENDITURES	\$ 734,580	\$ 791,588	\$ 917,066	\$ 807,601	\$ 801,012

TOWN OF ORO VALLEY
COMMUNITY DEVELOPMENT
PARKS AND RECREATION DIVISION
GENERAL FUND
FISCAL YEAR 2005-2006 BUDGETED EXPENDITURES
OPERATIONS & MAINTENANCE

DESCRIPTION	CURRENT YEAR		BUDGET YEAR		
	2004-2005 BUDGET	ESTIMATED ACTUAL	DEPARTMENT REQUEST	MANAGER REVIEW	2005-2006 COUNCIL APPROVAL
Contract Personnel Services	\$ 70,400	\$ 50,000	\$ 70,400	\$ 60,000	\$ 60,000
Outside Professional Services	126,050	135,000	142,000	142,000	142,000
Water and Sewage	107,000	118,000	111,000	100,000	100,000
Waste Disposal Fees	8,000	14,000	10,000	10,000	10,000
Recreation Programs	49,285	49,000	56,500	56,500	56,500
Vehicle Repair & Maintenance	2,500	6,000	4,000	4,000	4,000
Equipment Repair & Maintenance	4,500	4,500	6,500	6,500	6,500
Grounds Repair & Maintenance	16,600	16,600	5,600	5,600	5,600
Equipment Rental	2,000	2,000	1,600	1,600	1,600
Insurance	42,373	42,373	46,610	46,610	46,610
Telecommunications	9,000	12,534	11,500	11,500	11,500
Postage	1,000	1,200	2,000	2,000	2,000
Advertising	2,500	2,500	5,000	5,000	5,000
Printing & Binding	4,000	8,100	5,200	5,200	5,200
Travel & Training	6,200	6,200	11,525	7,500	7,500
Memberships & Subscriptions	1,240	2,000	1,630	1,630	1,630
Office Supplies	4,000	4,000	7,500	7,500	7,500
Natural Gas & Electricity	99,500	101,397	110,000	110,000	110,000
Gasoline & Oil	7,100	6,000	5,600	5,600	5,600
Non-capitalized Equipment	5,000	8,700	9,800	6,000	6,000
Uniforms	9,000	9,000	10,000	10,000	10,000
Field Supplies	59,700	65,000	71,900	63,000	63,000
Miscellaneous Other Operating	500	600	-	-	-
Parks & Rec Advisory Board	500	3,800	1,100	1,100	1,100
Special Events	13,000	10,000	16,755	10,000	12,000
Leases	44,000	44,000	44,000	44,000	44,000
Honeybee Park Transfer	10,000	5,000	24,100	5,000	5,000
TOTAL O & M EXPENDITURES	\$ 704,948	\$ 727,504	\$ 791,820	\$ 727,840	\$ 729,840

TOWN OF ORO VALLEY
COMMUNITY DEVELOPMENT DEPARTMENT
ADMINISTRATION DIVISION
STEAM PUMP RANCH ACQUISITION FUND
FISCAL YEAR 2005-2006

DIVISION SERVICES:

Community Development Administration provides oversight, direction and support services to the Building Safety, Park and Recreation, Planning and Zoning and Library Divisions. An important component to this oversight is the provision of guidance and training to each member of this growing department in a manner that is consistent with the established policies and expectations of the community. Each of these Divisions and the services they perform positively impact the quality of the community in both natural and built form.

The Administration Division will continue to take the lead role in coordinating, monitoring and improving the Town's development review process. This involves helping each person understand their role in the process, innovating review processes and techniques, developing goals, performance measures and targets, and monitoring progress. The Division also provides support services to several of the Towns Boards, Commissions and Committees. Additionally, the Division will provide project management for the planning and implementation of the 2004 Pima County Bond Projects including the Library expansion, Honey Bee Village and Steam Pump Village.

MISSION STATEMENT:

To provide high quality community development services that are efficient and responsive to the needs of the community, delivered by knowledgeable staff, in a timely fashion with professionalism and common courtesy.

2005/06 BUDGET REQUEST JUSTIFICATION:

\$2,000,000 is budgeted for the acquisition and restoration of a 4.2 acre site containing the steam pump ranch house and steam pump building. These funds are available to the Town through the 2004 Pima County Bond issue.

TOWN OF ORO VALLEY
COMMUNITY DEVELOPMENT DEPARTMENT
ADMINISTRATION DIVISION
HONEY BEE VILLAGE ACQUISITION FUND
FISCAL YEAR 2005-2006

DIVISION SERVICES:

Community Development Administration provides oversight, direction and support services to the Building Safety, Park and Recreation, Planning and Zoning and Library Divisions. An important component to this oversight is the provision of guidance and training to each member of this growing department in a manner that is consistent with the established policies and expectations of the community. Each of these Divisions and the services they perform positively impact the quality of the community in both natural and built form.

The Administration Division will continue to take the lead role in coordinating, monitoring and improving the Town's development review process. This involves helping each person understand their role in the process, innovating review processes and techniques, developing goals, performance measures and targets, and monitoring progress. The Division also provides support services to several of the Towns Boards, Commissions and Committees. Additionally, the Division will provide project management for the planning and implementation of the 2004 Pima County Bond Projects including the Library expansion, Honey Bee Village and Steam Pump Village.

MISSION STATEMENT:

To provide high quality community development services that are efficient and responsive to the needs of the community, delivered by knowledgeable staff, in a timely fashion with professionalism and common courtesy.

2005/06 BUDGET REQUEST JUSTIFICATION:

\$1,000,000 is budgeted for the acquisition of the core area of Honey Bee Village. These funds are available to the Town through the 2004 Pima County Bond issue.

TOWN OF ORO VALLEY
COMMUNITY DEVELOPMENT DEPARTMENT
ADMINISTRATION DIVISION
NARANJA TOWN SITE ACQUISITION FUND
FISCAL YEAR 2005-2006

DIVISION SERVICES:

Community Development Administration provides oversight, direction and support services to the Building Safety, Park and Recreation, Planning and Zoning and Library Divisions. An important component to this oversight is the provision of guidance and training to each member of this growing department in a manner that is consistent with the established policies and expectations of the community. Each of these Divisions and the services they perform positively impact the quality of the community in both natural and built form.

The Administration Division will continue to take the lead role in coordinating, monitoring and improving the Town's development review process. This involves helping each person understand their role in the process, innovating review processes and techniques, developing goals, performance measures and targets, and monitoring progress. The Division also provides support services to several of the Towns Boards, Commissions and Committees. Additionally, the Division will provide project management for the planning and implementation of the 2004 Pima County Bond Projects including the Library expansion, Honey Bee Village and Steam Pump Village.

MISSION STATEMENT:

To provide high quality community development services that are efficient and responsive to the needs of the community, delivered by knowledgeable staff, in a timely fashion with professionalism and common courtesy.

2005/06 BUDGET REQUEST JUSTIFICATION:

\$3,000,000 is budgeted for the acquisition of a 28 acres site adjacent to the Naranja Town Site. These funds are available to the Town through the 2004 Pima County Bond issue.

TOWN OF ORO VALLEY
COMMUNITY DEVELOPMENT DEPARTMENT
NARANJA TOWN SITE ACQUISITION FUND
FISCAL YEAR 2005-2006 BUDGETED EXPENDITURES
DETAIL

DESCRIPTION	CURRENT YEAR		BUDGET YEAR		
	2004-2005 BUDGET	ESTIMATED ACTUAL	DEPARTMENT REQUEST	MANAGER REVIEW	2005-2006 COUNCIL APPROVAL
CAPITAL OUTLAY					
Naranja Town Site	\$ 3,000,000	\$ -	\$ 3,000,000	\$ 3,000,000	\$ 3,000,000
TOTAL CAPITAL OUTLAY:	3,000,000	-	3,000,000	3,000,000	3,000,000
TOTAL EXPENDITURES	\$ 3,000,000	\$ -	\$ 3,000,000	\$ 3,000,000	\$ 3,000,000

TOWN OF ORO VALLEY
COMMUNITY DEVELOPMENT DEPARTMENT
LIBRARY SERVICES DIVISION
GENERAL FUND
FISCAL YEAR 2005-2006

DIVISION SERVICES:

The Library Division operates and maintains the Oro Valley Public Library. The Library averages 29,300 visitors a month, answers an average 8,067 inquiries a month, and circulates an average of 56,234 items a month. The library continues to sponsor 50-60 programs a month for various ages and interests. The major form of advertising is the library's quarterly newsletter, "Check It Out."

Construction is tentatively scheduled to start in mid-April 2005. According to bid documents, the construction should be completed by September 2005.

MISSION STATEMENT:

The Oro Valley Public Library, an affiliate of the Tucson-Pima Public Library, endeavors to provide resources, services, programs, and activities to meet or address the cultural, educational, and recreational needs and desires of Oro Valley and surrounding communities while encouraging interaction among citizens.

2005/06 BUDGET REQUEST JUSTIFICATION:

The significant changes to the budget request reflects an increase of library services space by 66%. This space includes two new service points, one in the Teen Zone, and the second in the Children's Room. Plans provide for the Children's Room to be a micro-library of the main library offering full services for children and their parents.

Additional costs not normally in the budget are the start up costs for additional supplies for the Children's Room, the Teen Zone, Information Desk, two staff workstations for part-time staff to work on assigned tasks and projects.

Staff is recommending additional funds be budgeted for a Grand Re-Opening Ceremony to be held after construction completion, plus a special one time recognition of library volunteers who assist in the expansion project.

Personnel requests include reclassification for four fulltime staff positions who will be taking over the supervision of specialized areas of service in the library. It is also recommended the seven Customer Services Representatives positions be reclassified to the Library Associate position in order to provide fuller service to the customer. It is recommended that 8.85 fulltime equivalent staff be added.

Staff needs to be in place by the time construction is completed in September to operate the completed library. See below for fuller explanation of the library's staffing needs.

Description of Future Staffing Needs for Completed Library Building at 50 Hours of Operation per Week

The Library Division comprises of four areas: Administration Area, Technology & Circulation Area, Adult Services Area, and the Youth Services Area. The completed library building will have three service points, Front Information Desk, Children's Room Information Desk, and the Teens' Zone Information Desk. One general technical area needs to be continually staffed when open for operation. Each area is assigned tasks dealing with planning and implementing programs, scheduling and supervising staff, and coordinating volunteers. The following describes each area in further detail. An organizational chart is attached.

Library Administration Area

Library Administration Area supervises the overall operations of the library which includes but is not limited to facilities maintenance, fiscal planning and recording, staffing and volunteers, and promotions. Staff positions include one Library Administrator, one Senior Library Associate, and one Office Assistant.

Library Administrator (1 F.T.E.)

- Administers library services to the Town of Oro Valley.
- Manages Oro Valley Public Library facilities, programs and activities.
- Liaison with the Tucson-Pima Public Library Administration.
- Liaison with the Friends of the Oro Valley Public Library.
- Assists the Community Development Director in preparing budgets and governmental documents as needed.
- Delegates the supervision of all Library Division Staffs.
- Directly supervises the Senior Librarian positions, Senior Library Associate, and Office Assistant.
- Assists with library card registration, paying fines, placing holds, etc.
- Provides reference service at Information Desk, Children's Room, and Teen Zone (2-3 hours/week)

Senior Library Associate (1 F.T.E.)

- Coordinates and supervises the library promotions including, but not limited to working with TPPL and Town Public Information Officers, public support groups, media representatives, community and business leaders, and the general public.
- Serves between 10-15 hours a week at a service desk in Adult Services and Youth Services.
- May act as “Librarian-in-Charge” when assigned.
- Supervises Library Associates assigned to library promotions.
- Assists with library card registration, paying fines, placing holds, etc.

Library Associates (1-24 hr P.P.T.)

- Provides customer service at Information Desk, Call Center, or Roaming (24 hrs/week)
- Assists with library card registration, paying fines, placing holds, etc.
- Assists with reference service at Information Desk
- Assists with library promotions

Office Assistant (1 F.T.E.)

- Records Library Division staff and public meeting minutes.
- Maintains Office files for budget, facility maintenance, and other appropriate records.
- Maintains and schedules the library’s Meeting Room and Small Group Study Room.
- Coordinates volunteers working with Library Administration

Technology and Circulation Area

The Technology and Circulation Area has responsibility for the movement of library materials to and from the Library as well as the technical functioning of the Library. Those who work in this area are involved with the return and disbursement of Oro Valley and branch materials within the TPPL system at this site. The Library goal is to have 100% recovery of all returned items back to their proper location within 24 hours. Circulation staff repairs materials and processes lost/irreparable items and generates bills for replacement. The technical side of the area ensures that hardware is functioning and the Library is kept current on all software and technology.

Senior Librarian (1 F.T.E.)

- Manages and ensures the proper functioning, repair, and currency of all technology in the building, including all hardware, software, and other devices related to the day-to-day operations of the Library.
- Supervises the Senior Library Associate and all Library Pages in the Technology and Circulation Area.
- Technical liaison with TOV.
- Technical liaison with TPPL.
- Works 8 to 10 hours per week on the Adult, Teen, and Children Information Desks.
- Ensures that Circulation Staff is trained on all current circulation procedures and updated on new procedures as needed.
- Initial contact with new shelving volunteers.
- Ultimate arbitrator/decision-maker for circulation-related problems/disputes.
- May act as “Librarian-in-Charge” when assigned.
- Assists with library card registration, paying fines, placing holds, etc.

Senior Library Associate (1 F.T.E.)

- Immediate supervision of Library Pages in the Circulation Area.
- May act as “Librarian-in-Charge” when assigned.
- Schedules Circulation Area Library Pages.
- Works 15 to 20 hours per week on the Adult Information Desk providing reference and circulation services.

- Produces daily reports (paging slips, missed paging slips and holdshelf item removal) three times per day.
- Transfers old paged items as needed twice monthly.
- Produces monthly financial and statistical reports.
- Attends Circulation Managers' meeting semimonthly.
- Assists with library card registration, paying fines, placing holds, etc.

Library Page (1 F.T.E.)

- Assists with daily reports as needed.
- Schedules and trains shelving volunteers.
- Checks in items 20 hours per week.
- Completes cash count daily and Loomis deposit twice weekly.
- Retrieves paged items.
- Shelves items.
- Responsible for shelf maintenance.

Library Page (1-32 P.P.T.)

- Processes and bills for damaged items.
- Responsible for cash count and reports on Saturdays.
- Checks in items.
- Retrieves paged items.
- Shelves items.

Library Page (1-25 P.P.T.)

- Repairs damaged items.
- Checks in items.
- Retrieves paged items.
- Shelves items.

Library Pages (2-20 P.P.T.)

- Checks in items.
- Retrieves paged items.
- Shelves items.

Library Page (2-15 P.T.)

- Scheduled Saturdays and evenings.
- Checks in items.
- Retrieves paged items.
- Shelves items.

Adult Services Area

The Adult Services Area is responsible for providing full (reference and circulation) customer services at the Information Desk. Adult Services staffs and maintains the Information Desk, Call Center, and floor staff (roamers). Adult Services selects materials for the adult collection, including fiction and nonfiction, reference materials, standing orders and periodicals. Adult Services provides programs for adults, ages 18 and older.

Senior Librarian (1 F.T.E.)

- Manages Adult Services
- Represents Adult Services at TOV & TPPL meetings
- Supervises the Librarians assigned to Adult Services
- May act as "Librarian-in-Charge" when assigned.

- Coordinates reference service at Information Desk
- Coordinates adult services and programs
- Manages collection development for adult services
- Provides reference service at Information Desk (24 hrs/week)
- Assists with library card registration, paying fines, placing holds, etc.

Librarian (1 F.T.E.)

- Coordinates the Library's Volunteer Program
- Represents Adult Services at TOV & TPPL meetings
- Schedules Central Information Desk & Roamers
- Schedules Call Center
- Provides reference service at Information Desk
- Assists with library card registration, paying fines, placing holds, etc.
- Assists in collection development for Adult Services
- Provides adult services and programs
- Supervises library associates
- May act as "Librarian-in-Charge" when assigned.

Librarian (1-32 hr P.P.T)

- Provides reference service at Information Desk (24 hrs/week)
- Assists with library card registration, paying fines, placing holds, etc.
- Provides adult services and programs (12 hrs/week)
- May act as "Librarian-in-Charge" when assigned.

Library Associates (1-32 hr P.P.T)

- Schedules and oversees volunteers on a daily basis
- Works Tues-Sat or Wed. –Sat.
- Works evenings
- Provides customer service at assigned Information Desk, Call Center, or Roaming (24 hrs/week)
- Assists with reference service at Information Desk
- Assists with adult programs
- Assists with library card registration, paying fines, placing holds, etc.

Library Associates (1-24 hr P.P.T.)

- Provides customer service at Information Desk, Call Center, or Roaming (24 hrs/week)
- Assists with library card registration, paying fines, placing holds, etc.
- Assists with reference service at Information Desk

Library Associates (2-16 hr P.T.)

- Provides customer service at Information Desk, Call Center, or Roaming (16 hrs/week)
- Assists with library card registration, paying fines, placing holds, etc.

Youth Services Area

The Youth Services Area is responsible for providing full (reference and circulation) customer services in the Children's Room and the Teens' Zone. Youth Services staffs and maintains the Children's Room and the Teens' Zone Information Desks. Youth Services selects materials for the Children and Teen collections, including fiction and nonfiction, reference materials, standing orders and periodicals. Youth Services provides programs for children, ages 0-12 and teens 13-17.

Senior Librarian (1 F.T.E.)

- Manages and ensures the efficiency of the Youth Services Area.
- Represents the Youth Services Area at TOV and TPPL meetings.
- Plans and implements programming with Senior Library Associates of the Children's Room and Teen Zone.
- Manages collection development for Youth Services.
- Plans and implements electronic subject guides and pathfinders with Senior Library Associates of the Children's Room and Teen Zone.
- Supervises Senior Library Associates.
- Provides 8 hours per week reference services to various Information Desks (4 = Children, 4 = Teen, and 2 = Library's Information Desk).
- Provide computer classes to all customers.
- Maintains Oro Valley Public Library's Web site.
- Assists with library card registration, paying fines, placing holds, etc.
- May act as "Librarian-in-Charge" when assigned.

Children's Room:

Senior Library Associate (1 F.T.E.)

- Plans and implements Children Programming.
- Attends TPPL Children's Services Meetings.
- Assists with Homework Help in Children's Room.
- Plans and implements child related electronic pathfinders and subject guides.
- Provides full (reference & circulation) customer services in Children's Room Information Desk 10 hours per week.
- Supervises Library Associates and Library Pages in Children's Room.
- Schedules staff for Children's Information Desk.
- Assists with library card registration, paying fines, placing holds, etc.
- Schedules, trains and supervises Volunteers in the Children's Room.
- May act as "Librarian-in-Charge" when assigned.

Library Associate (2-24 P.P.T.)

- Provides full (circulation and reference) customer services at the Children's Desk
- Assists with Children's programming.
- Assists with library card registration, paying fines, placing holds, etc.

Library Page (1 F.T.E.)

- Retrieves Paged Items in Youth Services Area.
- Checks in items.
- Maintains Children's Room and Teen Zone.
- Works alternate Saturdays with other Library Pages

Library Page (2-24 P.P.T.)

- Retrieves Paged Items in Youth Services Area.
- Checks in items.
- Maintains Children's Room and Teen Zone.
- Works alternate Saturdays with other Library Pages

Teen Zone:

Senior Library Associate (1 F.T.E.)

- Plans and implements Teen Programming.
- Attends TPPL Teen's Services Meetings.
- Assists with Homework Help in Teen's Area.

- Plans and implements child related electronic pathfinders and subject guides.
- Provides customer services in Teen's Area Information Desk.
- Supervises Library Associates and Library Pages in Teen's Area.
- Schedules staff for Teen's Information Desk.
- Assists with library card registration, paying fines, placing holds, etc.
- Schedules, trains and supervises Volunteers in the Teen's Area.
- May act as "Librarian-in-Charge" when assigned.

Library Associate (1-24 P.P.T.)

- Provides full (circulation and reference) customer services at the Teen's Desk
- Assists with Teen's programming.
- Assists with library card registration, paying fines, placing holds, etc.

Supplemental Information

Check-In Survey Results

Hourly Results (average number of items checked in per hour) over a two-week period are:

156 12:30-1:30
 148 10:30-11:30
 142 8:30-9:30
 128 3:30-4:30
 120 9:30-10:30
 116 11:30-12:30
 110 2:30-3:30
 99 1:30-2:30
 81 4:30-5:30
 93 6:30-7:30
 76 5:30-6:30
 6 7:30-8:30

Staffing for these hours was as follows:

- 55% of the time – Only one Library Page available for check-in
- 25% of the time – 2 or 3 Library Pages checking in
- 17% of the time – Customer Service Representatives assisted check-in
- 3% of the time – Library Pages were unavailable for check-in

Day of the week hourly check-in averages:

159 – Monday
 133 – Tuesday and Wednesday
 119 – Saturday
 108 – Thursday
 77 – Friday

When only one Library Page is checking in, most of the time one other Library Page is free to shelve, read shelves, or perform special duties (checking in periodicals, damaged item billing, etc...) This is not the optimal situation since more than one Library Page is needed to shelve

items so that we are not relying on volunteer help for this function. A particular Library Page may not have time to shelve because other special duties take precedence.

When two or three Library Pages are checking in, that indicates that no other Library Pages are available for any other duties.

When Customer Service Representatives are helping with check-in, the indication is that the library is so busy with check-ins that the Library Pages cannot keep pace with the flow. It is understood that the Library Pages on duty then do nothing but check-in.

Daily Number of Items (hourly averages over 2 weeks) not shelved:

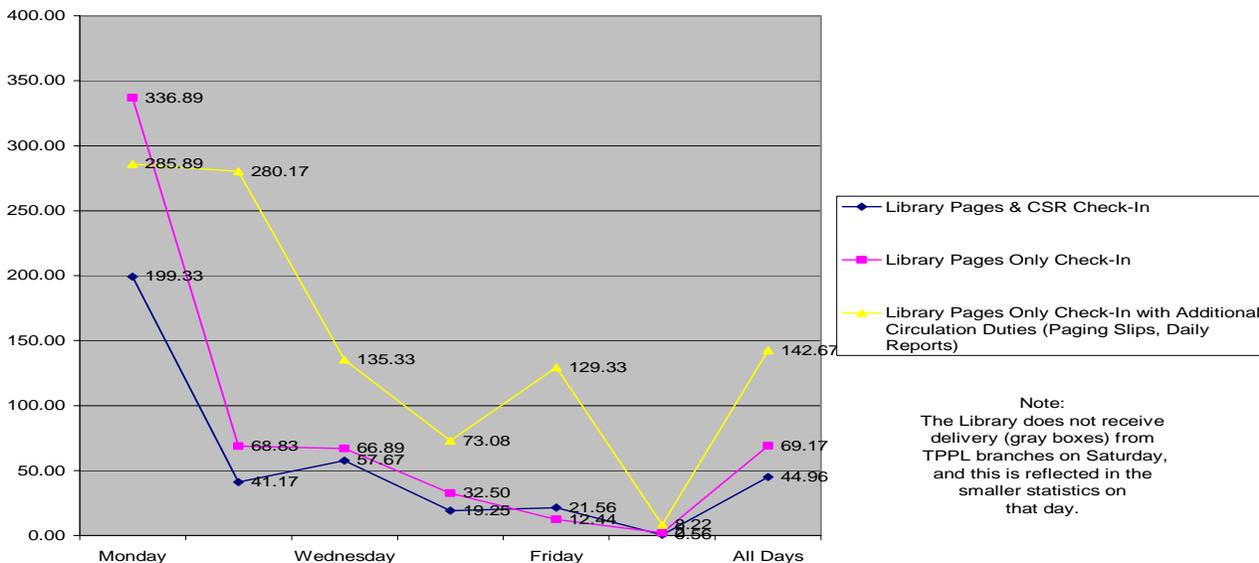
- 215 – Monday
- 99 – Tuesday
- 87 – Saturday
- 77 – Thursday
- 71 – Wednesday
- 50 – Friday

Total number of items (counted each hour) not shelved at the end of the hour over 2 weeks:

- 2151 – Monday
- 1291 – Tuesday
- 1007 – Thursday
- 870 – Saturday
- 709 – Wednesday
- 500 – Friday

The fact that there are so many items not making their way to the shelves is not acceptable. Customers are denied access to these items until they are returned to the shelves. Monday has by far the largest numbers in this category. This is indicative of the lack of volunteers to shelve that day, and the general busyness of the day. It goes without saying that there are not enough Library Pages to shelve items. The library relies on volunteers for this task almost completely.

Comparison Daily Average # Of Items Not Checked In Hourly With and Without CSR Help



Note:
The Library does not receive delivery (gray boxes) from TPPL branches on Saturday, and this is reflected in the smaller statistics on that day.

Volunteer Shelves at the Oro Valley Public Library

The volunteers at the Oro Valley Public Library shelve about 99% of our books and audio-visual materials (talking books, videos, DVD's, and CD's) averaging about 30,000 items per month. This is a highly unusual situation and does not lead to accurately placed library materials. The exact number of items misplaced is unknown, but it is a problem when helping a customer locate material. When even one item is miss-shelved, a domino effect sets in and items keep getting put in the wrong place around that item.

Library volunteers consist of two main groups—teens and seniors. Each has their own set of issues. The teens are very busy with their peers, are rightly preoccupied by school issues, and have a very short attention span. Seniors have health issues or spouses with health problems. They also travel a great deal and have many visitors to entertain. So, though our pool of volunteers is large, getting them here on a regular basis is very difficult and time-consuming.

Staff recommends paid staff should do 50% of the shelving. The shelves would be in better shape, and all retrievals would be easier and faster. This would make the staff and the library as a whole look more professional. The circulation rate will increase if customers can find their items with ease and speed.

Peak Time Survey Results

Reference Librarian: Hours needed at the Information Desk: 50 hours of operation plus added staff for peak times, librarians absent or in programs or meetings.

Reference Librarians: Hours available to work at Adult Services Info Desk (50 hrs open +7 Super-Peak Hours)

Position	Desk Hours
Adult Services Senior Librarian	7
Adult Services Librarian	12
Part-Time Librarian	24
Library Administrator	2
Youth Services Senior Librarian	2
Technology/Circulation Senior Librarian	3
Technology/Circulation Senior Library Associate	7

Library Associates: Hours Needed at Adult Services Info Desk

Information Desk	50	Hours per Week
Second Person on Information Desk	26	Peak Time Hours
Call Center	50	Hours per Week
Roamer	46	Hours per Week
Second Roamer	13	½ Peak Time
	<u>185</u>	

Library Associates: Hours Available at Adult Services Area (Open 50 hours/week)

2-32 hr P.P.T.	64
3-24 hr P.P.T.	72
2-16 hr P.T.	32
1 F.T.E. (Tech Area)	<u>18</u>
	186

Peak Times for Adult Services Info Desk:

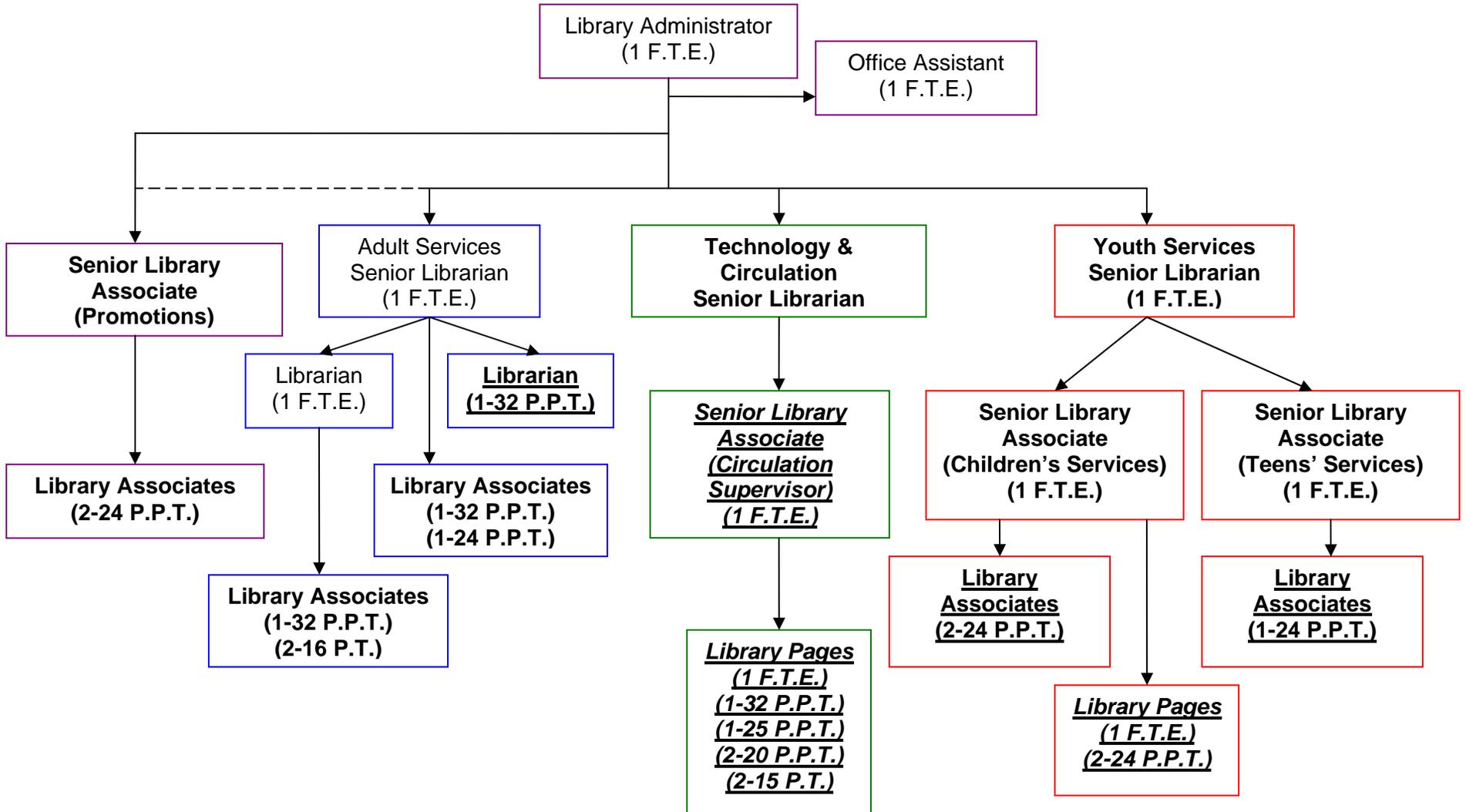
Mondays	10-12	4
Tuesdays	11-6	3
Wednesdays	10-11, 3-5	6
Thursdays	11-6	5
Fridays	10-11, 3-5	8
Saturdays	11-2, 4-5	<u>7</u>
		26

This figure includes not only the usual adult times of heavy usage, such as at opening on Tuesdays and Thursdays and after adult programs, but also times when the building will be full of families with spillover at the Adult Services Area: Storytimes (4/week), early out day in local schools (Tuesdays 1-6), before-closing rush (Wednesdays, Fridays, Saturdays).

**Organizational Chart for Future Staffing Needs for Completed Library Building
at 50 Hours of Operation per Week**

Bold Type = Reclassified position

Underlined & Bold Type = New position *Undertlined, Italic, & Bold = Combination of current & new position*



TOWN OF ORO VALLEY
COMMUNITY DEVELOPMENT
LIBRARY SERVICES DIVISION
GENERAL FUND
FISCAL YEAR 2005-2006 BUDGETED EXPENDITURES
SUMMARY

DESCRIPTION	CURRENT YEAR		BUDGET YEAR		
	2004-2005 BUDGET	ESTIMATED ACTUAL	DEPARTMENT REQUEST	MANAGER REVIEW	2005-2006 COUNCIL APPROVAL
PERSONNEL	\$ 552,383	\$ 540,745	\$ 951,670	\$ 804,139	\$ 749,606
OPERATIONS & MAINTENANCE	415,446	395,044	502,108	461,073	461,073
CAPITAL OUTLAY	-	1,100	-	-	-
OTHER FINANCING USES	-	-	-	-	-
CONTINGENCY/RESERVE	-	-	-	-	-
TOTAL EXPENDITURES	\$ 967,829	\$ 936,889	\$ 1,453,778	\$ 1,265,212	\$ 1,210,679

TOWN OF ORO VALLEY
COMMUNITY DEVELOPMENT
LIBRARY SERVICES DIVISION
GENERAL FUND
FISCAL YEAR 2005-2006 BUDGETED EXPENDITURES
AUTHORIZED POSITIONS

DESCRIPTION	2002-2003 BUDGET	2003-2004 BUDGET	2004-2005 BUDGET	2005-2006 BUDGET YEAR		
				DEPARTMENT REQUEST	MANAGER REVIEW	COUNCIL APPROVAL
Managing Librarian	1.0	1.0	0.0	0.0	0.0	0.0
Library Administrator	0.0	0.0	1.0	1.0	1.0	1.0
Senior Librarian	1.0	1.0	1.0	3.0	1.0	1.0
Senior Library Associate	1.0	1.0	1.0	4.0	0.0	0.0
Librarian	2.0	2.0	2.0	1.8	4.0	3.0
Library Associate	2.0	2.0	2.0	5.8	4.0	5.43
Customer Services Representative	3.5	3.5	3.5	0.0	3.5	3.5
Library Page	2.5	2.5	2.5	6.25	4.5	4.5
Secretary I	1.0	1.0	0.0	0.0	0.0	0.0
Office Assistant	0.0	0.0	1.0	1.0	1.0	1.0
TOTAL PERSONNEL	14.0	14.0	14.0	22.85	19.00	19.43

TOWN OF ORO VALLEY
COMMUNITY DEVELOPMENT
LIBRARY SERVICES DIVISION
GENERAL FUND
FISCAL YEAR 2005-2006 BUDGETED EXPENDITURES
OPERATIONS & MAINTENANCE

DESCRIPTION	CURRENT YEAR		BUDGET YEAR		
	2004-2005 BUDGET	ESTIMATED ACTUAL	DEPARTMENT REQUEST	MANAGER REVIEW	2005-2006 COUNCIL APPROVAL
Outside Professional Services	\$ 134,750	\$ 121,774	\$ 156,900	\$ 128,900	\$ 128,900
Water & Sewerage	4,200	2,200	6,300	3,500	3,500
Garbage & Trash	1,500	1,650	2,250	1,800	1,800
Equipment Repair & Maintenance	500	700	800	800	800
Rentals	1,000	1,100	2,510	2,510	2,510
Public Liability Insurance	2,981	2,981	3,279	3,279	3,279
Telecommunications	2,000	1,000	2,400	2,400	2,400
Postage	1,500	1,000	2,275	1,500	1,500
Advertising	200	-	200	200	200
Printing & Binding	15,820	15,820	2,755	2,755	2,755
Travel & Training	2,100	2,100	9,000	9,000	9,000
Memberships & Subscriptions	1,045	1,045	1,300	1,300	1,300
Office Supplies	6,500	6,500	10,461	10,461	10,461
Natural Gas & Electricity	41,000	44,000	68,060	68,060	68,060
Non-Capitalized Equipment	1,500	1,500	2,853	2,853	2,853
Miscellaneous Other Operating	1,800	1,800	11,975	9,325	9,325
Collection Materials & Subscriptions	170,000	170,000	180,000	180,000	180,000
Custodial Services	18,000	8,474	18,880	18,880	18,880
Custodial Supplies	1,600	1,600	3,200	3,200	3,200
Volunteer Appreciation	3,000	3,000	8,000	4,000	4,000
Program Supplies	4,000	4,000	7,360	5,000	5,000
Building Maintenance	450	2,800	1,350	1,350	1,350
TOTAL O & M EXPENDITURES	\$ 415,446	\$ 395,044	\$ 502,108	\$ 461,073	\$ 461,073

TOWN OF ORO VALLEY
LIBRARY CONSTRUCTION FUND
CAPITAL PROJECTS FUND
FISCAL YEAR 2005-2006

DEPARTMENTAL SERVICES:

The Library Division operates and maintains the Oro Valley Public Library. The Library averages 29,300 visitors a month, answers an average 8,067 inquiries a month, and circulates an average of 56,234 items a month. The library continues to sponsor 50-60 programs a month for various ages and interests. The major form of advertising is the library's quarterly newsletter, "Check It Out."

Construction is tentatively scheduled to start in mid-April 2005. According to bid documents, the construction should be completed by September 2005.

MISSION STATEMENT:

The Oro Valley Public Library, an affiliate of the Tucson-Pima Public Library, endeavors to provide resources, services, programs, and activities to meet or address the cultural, educational, and recreational needs and desires of Oro Valley and surrounding communities while encouraging interaction among citizens.

2005/06 BUDGET REQUEST JUSTIFICATION:

The funds for the expansion, \$1.1 million, are allocated through the 2004 Pima County Bond Issue.

TOWN OF ORO VALLEY
POLICE DEPARTMENT
GENERAL FUND
FISCAL YEAR 2005-2006

DEPARTMENTAL SERVICES:

The Oro Valley Police Department was created by Town Code 4-1-1: the Police Department for the Town which shall consist of a Chief of Police who shall also serve as town marshal, and as many police officers as may from time to time be deemed necessary by the Council for the safety and good order of the Town.

MISSION STATEMENT:

We, the members of the Oro Valley Police Department, are dedicated to providing excellent service through partnerships that build trust, prevent crime and promote a safe environment to enhance the quality of life within our community.

VISION STATEMENT:

The Oro Valley Police Department is committed to providing Public safety services needed to ensure a safe environment through problem-solving partnerships, adaptability to change, cultural sensitivity, and efficient allocation of resources.

VALUE STATEMENT:

FAIRNESS: We believe every individual must be treated with dignity and respect. The foundation of professional police service is based upon fair and equal treatment of all people.

INTEGRITY: We adhere to the highest moral and ethical standards. We are consistent in and accountable for all our actions.

EXCELLENCE: We are committed to quality of performance using teamwork to achieve comprehensive and common goals.

2005/06 BUDGET REQUEST JUSTIFICATION:

This budget request reflects the Police Department's plan to continue to provide service relative to public safety and quality of life issues in Oro Valley. During FY 2005/06 we will fully realize the impact of the addition of a new hospital and related medical facilities, thousands of square feet of newly developed retail businesses and continue to provide service to a projected population in excess of 41,000 residents. Moreover, we continue to see our roadways strained by the ever increasing traffic, not only from our own residents, but from others in the region.

In order to be proactive and prevent incidents, it is imperative that the Department be staffed and equipped to take advantage of new technologies and protocols. Additionally, we must be trained and positioned to anticipate changing trends and environments as the regional demographics evolve.

The following is a prioritized list of the new programs requested for FY 05/06, with their full justifications appended:

1. Lead IT Forensic ID Technician
2. Two (2) Detectives
3. Two (2) Patrol Officers (DUI function)
4. Office Specialist
5. Lead Dispatcher
6. Records Specialist
7. Seven (7) Patrol Officers (Motor Detail and SRO)
8. Dispatcher
9. Maintenance Technician (part-time)
10. D.A.R.E. Officer

TOWN OF ORO VALLEY
POLICE
GENERAL FUND
FISCAL YEAR 2005-2006 BUDGETED EXPENDITURES
SUMMARY

DESCRIPTION	CURRENT YEAR		BUDGET YEAR		
	2004-2005 BUDGET	ESTIMATED ACTUAL	DEPARTMENT REQUEST	MANAGER REVIEW	2005-2006 COUNCIL APPROVAL
PERSONNEL	\$ 7,515,694	\$ 7,328,584	\$ 8,387,015	\$ 7,998,955	\$ 8,024,645
OPERATIONS & MAINTENANCE	997,942	1,151,129	1,613,070	1,393,079	1,393,079
CAPITAL OUTLAY	375,100	146,388	1,058,716	609,285	609,285
CONTINGENCY/RESERVE	115,800	-	275,500	275,500	275,500
TOTAL EXPENDITURES	\$ 9,004,536	\$ 8,626,101	\$ 11,334,301	\$ 10,276,819	\$ 10,302,509

TOWN OF ORO VALLEY
POLICE
GENERAL FUND
FISCAL YEAR 2005-2006 BUDGETED EXPENDITURES
AUTHORIZED POSITIONS

DESCRIPTION	2002-2003 BUDGET	2003-2004 BUDGET	2004-2005 BUDGET	2005-2006 BUDGET YEAR		
				DEPARTMENT REQUEST	MANAGER REVIEW	COUNCIL APPROVAL
Chief of Police	1.0	1.0	1.0	1.0	1.0	1.0
Commander	2.0	2.0	2.0	2.0	2.0	2.0
Lieutenant	0.0	0.0	3.0	3.0	3.0	3.0
Sergeant	0.0	0.0	0.0	13.0	13.0	13.0
Sergeant - Administrative	1.0	1.0	1.0	0.0	0.0	0.0
Sergeant - Community Policing	1.0	1.0	1.0	0.0	0.0	0.0
Sergeant - Patrol	8.0	9.0	10.0	0.0	0.0	0.0
Sergeant - C.N.A.	0.0	1.0	1.0	0.0	0.0	0.0
Detective	3.0	3.0	3.0	5.0	3.0	3.0
Patrol Officer	40.0	43.0	49.0	57.0	49.0	49.0
Motorcycle Officer	4.0	5.0	6.0	6.0	6.0	6.0
School Resource Officer	3.0	3.0	3.0	4.0	3.0	3.0
K-9 Officer	3.0	3.0	3.0	3.0	3.0	3.0
D.A.R.E. Officer	2.0	2.0	2.0	3.0	2.0	2.0
Training Officer	0.0	0.0	1.0	1.0	1.0	1.0
Reserve Officer	6.0	6.0	6.0	6.0	6.0	6.0
Patrol Officers (Grant Contingent)	0.0	8.0	0.0	0.0	0.0	0.0
Subtotal Commissioned Personnel:	74.0	88.0	92.0	104.0	92.0	92.0
Annexation Contingent Commissioned Personnel	8.0	0.0	0.0	0.0	0.0	0.0
CIVILIAN PERSONNEL:						
Communications Supervisor	1.0	1.0	1.0	1.0	1.0	1.0
Lead Dispatcher	0.0	0.0	2.0	3.0	2.0	2.0
Dispatcher	11.0	11.0	9.0	10.0	9.0	9.0
Records Supervisor	1.0	1.0	1.0	1.0	1.0	1.0
Records Clerk I	5.5	5.5	0.0	0.0	0.0	0.0
Records Specialist	0.0	0.0	5.5	6.5	5.5	5.5
Training Coordinator	1.0	1.0	0.0	0.0	0.0	0.0
Lead IT Forensics Technician	0.0	0.0	0.0	1.0	0.0	1.0
Property/ID Technician	2.0	2.0	0.0	0.0	0.0	0.0
Property/Forensics Technician	0.0	0.0	2.0	2.0	2.0	2.0
Maintenance Technician	0.0	0.0	0.0	0.5	0.0	0.0
Admin/Data Ops Manager	1.0	1.0	0.0	0.0	0.0	0.0
Administrative Services Manager	0.0	0.0	1.0	1.0	1.0	1.0
Public Info Officer	1.0	1.0	1.0	1.0	1.0	1.0
Prof. Development Administrator	1.0	1.0	0.0	0.0	0.0	0.0

Continued...

TOWN OF ORO VALLEY
POLICE
GENERAL FUND
FISCAL YEAR 2005-2006 BUDGETED EXPENDITURES
PERSONNEL DETAIL

DESCRIPTION	CURRENT YEAR		BUDGET YEAR		
	2004-2005 BUDGET	ESTIMATED ACTUAL	DEPARTMENT REQUEST	MANAGER REVIEW	2005-2006 COUNCIL APPROVAL
Salaries & Wages	\$ 5,319,712	\$ 5,162,283	\$ 6,104,490	\$ 5,654,345	\$ 5,710,845
Overtime Pay	252,600	272,000	252,600	232,600	232,600
Holiday Pay	50,000	50,000	75,000	50,000	50,000
Assignment Pay	29,120	30,418	31,000	31,000	31,000
MANTIS Overtime Pay	30,000	31,848	30,000	30,000	30,000
Uniform Allowance	105,900	138,000	125,000	105,900	105,900
Group Insurance	580,033	576,351	600,000	644,993	621,046
Social Security/Medicare	437,925	403,503	437,925	456,471	456,471
Corp Contribution	41,262	43,450	44,000	38,655	38,655
APSRs Contributions	379,979	376,865	385,000	416,693	416,693
ASRS	52,301	59,456	65,000	74,136	67,273
Workers' Compensation	146,862	147,124	147,000	174,162	174,162
Other Employee Benefits	90,000	37,286	90,000	90,000	90,000
TOTAL PERSONNEL EXPENDITURES	\$ 7,515,694	\$ 7,328,584	\$ 8,387,015	\$ 7,998,955	\$ 8,024,645

TOWN OF ORO VALLEY
POLICE DEPARTMENT
SEIZURES AND FORFEITURES
JUSTICE FUNDS
FISCAL YEAR 2005-2006

DEPARTMENTAL SERVICES:

By law, all monies released from this fund must be expended only on police programs/ prosecution matters / racketeering offenses. This fund is controlled by the Pima County Attorney's office and all expenditure requests by law must 1) be approved by the County Attorney as being lawful and 2) the funds must be released by the County Attorney's office to the Police Department only for that particular request. Quarterly reports to the State must be made regarding the expenditures of any funds.

MISSION STATEMENT:

We, the members of the Oro Valley Police Department, are dedicated to providing excellent service through partnerships that build trust, prevent crime and promote a safe environment to enhance the quality of life within our community.

VISION STATEMENT:

The Oro Valley Police Department is committed to providing Public safety services needed to ensure a safe environment through problem-solving partnerships, adaptability to change, cultural sensitivity, and efficient allocation of resources.

VALUE STATEMENT:

FAIRNESS: We believe every individual must be treated with dignity and respect. The foundation of professional police service is based upon fair and equal treatment of all people.

INTEGRITY: We adhere to the highest moral and ethical standards. We are consistent in and accountable for all our actions.

EXCELLENCE: We are committed to quality of performance using teamwork to achieve comprehensive and common goals.

TOWN OF ORO VALLEY
POLICE
SEIZURES & FORFEITURES - JUSTICE FUNDS
FISCAL YEAR 2005-2006 BUDGETED EXPENDITURES
SUMMARY

DESCRIPTION	CURRENT YEAR		BUDGET YEAR		
	2004-2005 BUDGET	ESTIMATED ACTUAL	DEPARTMENT REQUEST	MANAGER REVIEW	2005-2006 COUNCIL APPROVAL
PERSONNEL	\$ -	\$ -	\$ -	\$ -	\$ -
OPERATIONS & MAINTENANCE	-	163,094	-	-	-
CAPITAL OUTLAY	-	48,760	-	-	-
DEBT SERVICE	-	-	-	-	-
OTHER FINANCING USES	-	-	-	-	-
CONTINGENCY/RESERVE	123,854	4,808	104,808	104,808	104,808
TOTAL EXPENDITURES	\$ 123,854	\$ 216,662	\$ 104,808	\$ 104,808	\$ 104,808

TOWN OF ORO VALLEY
POLICE
SEIZURES & FORFEITURES - JUSTICE FUNDS
FISCAL YEAR 2005-2006 BUDGETED EXPENDITURES
CAPITAL OUTLAY DETAIL

DESCRIPTION	CURRENT YEAR		BUDGET YEAR		
	2004-2005 BUDGET	ESTIMATED ACTUAL	DEPARTMENT REQUEST	MANAGER REVIEW	2005-2006 COUNCIL APPROVAL
Minor Assets	\$ -	\$ 8,817	\$ -	\$ -	\$ -
Patrol Vehicles	-	39,943	-	-	-
Subtotal Capital Outlay:	-	48,760	-	-	-
CONTINGENCY	\$ 123,854	\$ 4,808	\$ 104,808	\$ 104,808	\$ 104,808
TOTAL CAPITAL OUTLAY/CONTINGENCY	\$ 123,854	\$ 53,568	\$ 104,808	\$ 104,808	\$ 104,808

TOWN OF ORO VALLEY
POLICE DEPARTMENT
SEIZURES AND FORFEITURES
STATE FUNDS
FISCAL YEAR 2005-2006

DEPARTMENTAL SERVICES:

By law, all monies released from this fund must be expended only on police programs/ prosecution matters / racketeering offenses. This fund is controlled by the Pima County Attorney's office and all expenditure requests by law must 1) be approved by the County Attorney as being lawful and 2) the funds must be released by the County Attorney's office to the Police Department only for that particular request. Quarterly reports to the State must be made regarding the expenditures of any funds.

MISSION STATEMENT:

We, the members of the Oro Valley Police Department, are dedicated to providing excellent service through partnerships that build trust, prevent crime and promote a safe environment to enhance the quality of life within our community.

VISION STATEMENT:

The Oro Valley Police Department is committed to providing Public safety services needed to ensure a safe environment through problem-solving partnerships, adaptability to change, cultural sensitivity, and efficient allocation of resources.

VALUE STATEMENT:

FAIRNESS: We believe every individual must be treated with dignity and respect. The foundation of professional police service is based upon fair and equal treatment of all people.

INTEGRITY: We adhere to the highest moral and ethical standards. We are consistent in and accountable for all our actions.

EXCELLENCE: We are committed to quality of performance using teamwork to achieve comprehensive and common goals.

TOWN OF ORO VALLEY

FISCAL YEAR 2005-2006

SEIZURES & FORFEITURES - STATE FUNDS

REVENUES AND OTHER FINANCING SOURCES

RESOURCES	CURRENT YEAR 2004-2005		BUDGET YEAR 2005-2006	
	BUDGET	ESTIMATED ACTUAL	MANAGER REVIEW	COUNCIL APPROVAL
REVENUES:				
Forfeitures - State & Local	\$ 15,000	\$ 10,000	\$ 10,000	\$ 10,000
Interest Income	-	1,392	-	-
OTHER FINANCING SOURCES:				
Carry Forward of Fund Balance	108,973	123,390	66,282	66,282
TOTAL REVENUES & OTHER FINANCING SOURCES	\$ 123,973	\$ 134,782	\$ 76,282	\$ 76,282

TOWN OF ORO VALLEY
POLICE
SEIZURES & FORFEITURES - STATE FUNDS
FISCAL YEAR 2005-2006 BUDGETED EXPENDITURES
SUMMARY

DESCRIPTION	CURRENT YEAR		BUDGET YEAR		
	2004-2005 BUDGET	ESTIMATED ACTUAL	DEPARTMENT REQUEST	MANAGER REVIEW	2005-2006 COUNCIL APPROVAL
PERSONNEL	\$ -	\$ -	\$ -	\$ -	\$ -
OPERATIONS & MAINTENANCE	-	68,500	-	-	-
CAPITAL OUTLAY	-	-	-	-	-
DEBT SERVICE	-	-	-	-	-
OTHER FINANCING USES	-	-	-	-	-
CONTINGENCY/RESERVE	123,973	66,282	76,282	76,282	76,282
TOTAL EXPENDITURES	\$ 123,973	\$ 134,782	\$ 76,282	\$ 76,282	\$ 76,282

TOWN OF ORO VALLEY
POLICE
SEIZURES & FORFEITURES - STATE FUNDS
FISCAL YEAR 2005-2006 BUDGETED EXPENDITURES
OPERATIONS & MAINTENANCE DETAIL

DESCRIPTION	CURRENT YEAR		BUDGET YEAR		
	2004-2005 BUDGET	ESTIMATED ACTUAL	DEPARTMENT REQUEST	MANAGER REVIEW	2005-2006 COUNCIL APPROVAL
Outside Professional Services	\$ -	\$ -	\$ -	\$ -	\$ -
Rentals	-	-	-	-	-
Printing & Binding	-	-	-	-	-
Travel & Training	-	-	-	-	-
Memberships & Subscriptions	-	-	-	-	-
Non-Capitalized Equipment	-	68,500	-	-	-
Miscellaneous Other Operating	-	-	-	-	-
TOTAL O&M EXPENDITURES	\$ -	\$ 68,500	\$ -	\$ -	\$ -

TOWN OF ORO VALLEY

MAGISTRATE COURT

GENERAL FUND

FISCAL YEAR 2005-2006

DEPARTMENTAL SERVICES:

The processing and adjudication of all cases filed in the court, including the trial or other disposition of misdemeanor criminal cases, criminal traffic cases and civil traffic cases; collection of fines, surcharges and other fees; issue Injunctions Against Harassment and Domestic Violence Retraining Orders, take applications for and issue marriage licenses, and perform some weddings.

MISSION STATEMENT:

To uphold the law and administer justice fairly and efficiently and adjudicate all cases brought to the Oro Valley Magistrate Court in a fair, courteous and impartial manner treating all who come to the Court with dignity and respect, providing prompt, polite and efficient service to the customers of the Oro Valley Magistrate Court, the Town of Oro Valley, and the public in general.

2005-06 BUDGET REQUEST JUSTIFICATION:

The budget request for the Oro Valley Magistrate Court for the next fiscal year shows an increase of 15% in the Operations and Maintenance portion of the Budget. This increase in most ways directly mirrors the increase in the Court staff by one person. The number of cases filed has actually decreased over fiscal 2004-2005. However, that decrease allowed us to keep pace with our workload while we worked to bring in our new Court Administrator. Several budget items show requested increases are directly related to that new position, including requests for new furniture for her office, the addition of another ACAP computer, the addition of a second printer in the back of the Court building, and an increase in office supplies used.

Additionally, the lease on our photocopier is almost up and the machine we have is now three years old. It is showing signs of aging in recent weeks, as it has

been needing attention from the service people more frequently. The copier lease request in the budget is for a machine that will serve multiple functions, including having scanner and FAX capability. (We had explored having it double as an additional printer, but there is no easy or inexpensive way to get it to interface with the Supreme Court computer system). Our old facsimile machine is now 11 years old, runs very slowly, and if the power goes out, all the phone numbers in the memory are erased and it must be re-programmed. We have needed a scanner for some time. It is possible that it might be more cost effective to simply buy a machine that will serve as a facsimile machine and scanner and get a less expensive copier.

There is a request for increased court appointed attorney's fees. The increase has been necessitated by the growing number of indigent defendants being charged with more serious misdemeanor offenses.

There is a request for \$3000.00 to cover the cost of "video initial appearances". We are not yet being charged those fees. However, the County has been talking about charging the municipal courts in the County for that service.

If the case load continues as it has in the past year, we should have no difficulty with it. However, such predictions are always subject to change and are dependant on two factors, police activity and growth. If there is considerable annexation, the police activity will go up and so will the Court work load. If there are changes in enforcement policy by the Oro Valley Police Dept., those changes could also result in an increase in our work load.

TOWN OF ORO VALLEY
MAGISTRATE COURT
GENERAL FUND
FISCAL YEAR 2005-2006 BUDGETED EXPENDITURES
AUTHORIZED POSITIONS

DESCRIPTION	2002-2003 BUDGET	2003-2004 BUDGET	2004-2005 BUDGET	2005-2006 BUDGET YEAR		
				DEPARTMENT REQUEST	MANAGER REVIEW	COUNCIL APPROVAL
Magistrate	1.0	1.0	1.0	1.0	1.0	1.0
Court Administrator	1.0	1.0	1.0	1.0	1.0	1.0
Court Services Clerk I	0.0	1.0	0.0	0.0	0.0	0.0
Court Clerk	0.0	0.0	1.0	1.0	1.0	1.0
Courtroom Clerk	0.0	0.0	1.0	1.0	1.0	1.0
Accounting Clerk	1.0	0.0	0.0	0.0	0.0	0.0
Court Services Clerk II	3.0	3.0	0.0	0.0	0.0	0.0
Senior Court Clerk	0.0	0.0	3.0	3.0	3.0	3.0
Court Services Clerk II (PT)	0.5	0.5	0.0	0.0	0.0	0.0
Senior Court Clerk (PT)	0.0	0.0	0.5	0.5	0.5	0.5
Bailiff/Marshall	1.0	1.0	1.0	1.0	1.0	1.0
TOTAL PERSONNEL	7.5	7.5	8.5	8.5	8.5	8.5

TOWN OF ORO VALLEY
MAGISTRATE COURT
GENERAL FUND
FISCAL YEAR 2005-2006 BUDGETED EXPENDITURES
PERSONNEL DETAIL

DESCRIPTION	CURRENT YEAR		BUDGET YEAR		
	2004-2005 BUDGET	ESTIMATED ACTUAL	DEPARTMENT REQUEST	MANAGER REVIEW	2005-2006 COUNCIL APPROVAL
Salaries & Wages	\$ 339,508	\$ 311,655	\$ 368,341	\$ 368,342	\$ 368,342
Overtime Pay	8,000	1,790	-	-	-
Uniform Allowance	900	1,200	1,200	1,200	1,200
Group Insurance	35,704	40,797	48,535	48,534	46,777
Social Security/Medicare	23,593	23,477	28,178	28,178	28,178
APRS Contributions	4,156	4,123	4,780	4,780	4,780
ASRS Contributions	14,926	17,192	26,356	26,356	23,640
Workers' Compensation	2,088	2,134	2,289	2,289	2,289
Other Employee Benefits	-	587	-	-	-
TOTAL PERS'L EXPENDITURES	\$ 428,875	\$ 402,955	\$ 479,679	\$ 479,679	\$ 475,206

TOWN OF ORO VALLEY
MAGISTRATE COURT
GENERAL FUND
FISCAL YEAR 2005-2006 BUDGETED EXPENDITURES
OPERATIONS & MAINTENANCE DETAIL

DESCRIPTION	CURRENT YEAR		BUDGET YEAR		
	2004-2005 BUDGET	ESTIMATED ACTUAL	DEPARTMENT REQUEST	MANAGER REVIEW	2005-2006 COUNCIL APPROVAL
Contract Personnel Services	\$ 5,800	\$ 5,000	\$ 5,800	\$ 5,800	\$ 5,800
Outside Professional Services	9,000	7,600	11,000	8,000	8,000
Jury Fees	1,000	600	1,000	1,000	1,000
Court Appointed Attorney Fees	50,000	51,000	60,000	51,000	51,000
Vehicle Repair & Maintenance	1,000	250	1,000	1,000	1,000
Equipment Repair & Maintenance	500	159	500	500	500
Rentals	8,700	8,700	12,250	12,250	12,250
Insurance	25,950	25,950	24,255	24,255	24,255
Telecommunications	3,500	2,000	3,500	3,500	3,500
Postage	3,500	2,100	3,000	3,000	3,000
Printing & Binding	3,000	3,000	3,500	3,500	3,500
Travel & Training	3,700	3,500	3,700	3,700	3,700
Memberships & Subscriptions	3,310	3,310	3,295	3,295	3,295
Office Supplies	3,000	3,200	3,500	3,500	3,500
Gasoline & Oil	1,200	600	1,200	1,380	1,380
Non- Capitalized Equipment	-	-	300	300	300
TOTAL O&M EXPENDITURES	\$ 123,160	\$ 116,969	\$ 137,800	\$ 125,980	\$ 125,980

TOWN OF ORO VALLEY

PUBLIC WORKS

HIGHWAY FUND

FISCAL YEAR 2005-2006

DEPARTMENTAL SERVICES:

Engineering Division: Manages all CIP projects from planning, design and construction. The division is the lead for the consultant selection and preparation of the RFP's; issues public right of way permits; reviews traffic control plans; maintains a data base for pavement management for street rehabilitation; performs contract administration; maintains the website for DPW; performs construction observation for all private development; administers Town property management; and will be administering the wireless communications for Town properties.

Operations Division: This Division is responsible for street maintenance, traffic signal maintenance, traffic striping and signing, building maintenance, and the storm water management activities.

MISSION STATEMENT:

Engineering Division: Deliver the CIP projects at cost and on schedule, improve the level of services for all Town's roadway network system and provide a timely and consistent construction inspection for private development.

Operations Division: To provide for the safety and well being of Oro Valley citizens and employees through public works services including providing technical and regulatory input to planning, design, and construction of the Town's road system; maintaining and improving the existing infrastructure and Town properties; and assuring compliance with current Federal, State, and local stormwater management and highway regulations; all of which will be conducted in a manner that emphasizes the following traits: safety of the traveling public and employees, responsiveness, professionalism, respect and sensitivity, integrity, innovation, positive attitude, cooperation, and accountability.

2005/06 BUDGET REQUEST JUSTIFICATION:

Engineering Division: The major road projects included in the Highway Funds are: Copper Creek and Oro Valley Town Houses streets pavement preservation, and Palisade Road Improvement. Please reference 2005-2006 budget.

Operations Division: The division will continue to maintain the same level of street and drainage maintenance activity. The funding requests for the Street Maintenance and Street Improvement budget lines have been increased this year's in response to rising energy and material costs along with increased costs associated with equipment maintenance. The acquisition of more roadways, roadway landscaping and traffic signals into the maintenance system are also a reason for increase costs. The division will also begin and complete the second year of subdivision street overlay projects throughout the Town using 1.5% of the construction sales tax. The division will also continue to implement the AZPDES Phase II stormwater permit program. Additional funding is requested for travel and training to increase staff capabilities with the complex software and technology they are expected to operate in a modern Department of Public Works setting.

TOWN OF ORO VALLEY

FISCAL YEAR 2005-2006

HIGHWAY FUND

REVENUES AND OTHER FINANCING SOURCES

RESOURCES	CURRENT YEAR 2004-2005		BUDGET YEAR 2005-2006	
	BUDGET	ESTIMATED ACTUAL	MANAGER REVIEW	COUNCIL APPROVAL
REVENUES:				
LOCAL TAXES:				
Local Sales Tax	\$ 1,575,000	\$ 1,350,000	\$ 1,391,000	\$ 1,391,000
LICENSES & PERMITS:				
Road Permits	\$ 22,000	\$ 20,000	\$ 20,000	\$ 20,000
Floodplain Use Permits	3,000	1,000	1,000	1,000
SUBTOTAL LICENSES & PERMITS	\$ 25,000	\$ 21,000	\$ 21,000	\$ 21,000
STATE GRANTS:				
PAG Reimbursements	\$ 565,000	\$ -	\$ 565,000	\$ 565,000
STATE SHARED REVENUES:				
Highway User Fuels Tax	\$ 2,555,000	\$ 2,555,000	\$ 2,761,000	\$ 2,761,000
CHARGES FOR SERVICES:				
Engineer's Plan Review Fees	\$ 1,000	\$ 2,000	\$ 2,000	\$ 2,000
INTEREST INCOME:	\$ 20,000	\$ 40,000	\$ 20,000	\$ 20,000
OTHER REVENUES:				
Miscellaneous	\$ 1,000	\$ 130,000	\$ 1,000	\$ 1,000
Insurance Recoveries	1,000	-	-	-
Subdivision Rehabilitation	-	135,000	-	-
SUBTOTAL: OTHER REVENUES	\$ 2,000	\$ 265,000	\$ 1,000	\$ 1,000
SUBTOTAL: REVENUES	\$ 4,743,000	\$ 4,233,000	\$ 4,761,000	\$ 4,761,000
OTHER FINANCING SOURCES:				
Carry Forward of Fund Balance	\$ 1,879,272	\$ 2,061,352	\$ 2,633,643	\$ 2,633,643
SUBTOTAL: OTHER FINANCING SOURCES	\$ 1,879,272	\$ 2,061,352	\$ 2,633,643	\$ 2,633,643
TOTAL REVENUES & OTHER FINANCING SOURCES	\$ 6,622,272	\$ 6,294,352	\$ 7,394,643	\$ 7,394,643

TOWN OF ORO VALLEY
PUBLIC WORKS
HIGHWAY FUND
FISCAL YEAR 2005-2006 BUDGETED EXPENDITURES
SUMMARY

DESCRIPTION	CURRENT YEAR		BUDGET YEAR		
	2004-2005 BUDGET	ESTIMATED ACTUAL	DEPARTMENT REQUEST	MANAGER REVIEW	2005-2006 COUNCIL APPROVAL
PERSONNEL	\$ 1,543,820	\$ 1,477,515	\$ 1,804,189	\$ 1,620,955	\$ 1,603,393
OPERATIONS & MAINTENANCE	877,650	851,400	989,065	969,065	969,065
CAPITAL OUTLAY	3,814,620	1,331,794	2,983,865	2,983,865	2,983,865
DEBT SERVICE	-	-	-	-	-
CONTINGENCY/RESERVE	386,182	2,633,643	1,617,524	1,820,758	1,838,320
TOTAL EXPENDITURES	\$ 6,622,272	\$ 6,294,352	\$ 7,394,643	\$ 7,394,643	\$ 7,394,643

TOWN OF ORO VALLEY
PUBLIC WORKS
HIGHWAY FUND
FISCAL YEAR 2005-2006 BUDGETED EXPENDITURES
AUTHORIZED POSITIONS

DESCRIPTION	2002-2003 BUDGET	2003-2004 BUDGET	2004-2005 BUDGET	2005-2006 BUDGET YEAR		
				DEPARTMENT REQUEST	MANAGER REVIEW	COUNCIL APPROVAL
Town Engineer	1.0	1.0	1.0	1.0	1.0	1.0
Streets and Drainage Crew Leader	1.0	1.0	1.0	1.0	1.0	1.0
Heavy Equipment Operator	3.0	2.0	2.0	2.0	2.0	2.0
Senior Heavy Equipment Operator	0.0	2.0	1.0	2.0	1.0	1.0
Heavy Equipment Mechanic	0.0	0.0	1.0	1.0	1.0	1.0
Traffic Signs and Markings Crew Leader	1.0	1.0	1.0	1.0	1.0	1.0
Maintenance Worker	2.0	3.0	3.0	2.0	2.0	2.0
Senior Maintenance Worker	0.0	0.0	0.0	2.0	1.0	1.0
Traffic Signs and Markings Worker	2.0	2.0	4.0	2.0	2.0	2.0
Senior Traffic Signs and Markings Worker	0.0	0.0	0.0	2.0	2.0	2.0
Engineering Division Manager	1.0	1.0	1.0	1.0	1.0	1.0
Civil Engineer	0.0	1.0	1.0	1.0	1.0	1.0
Senior Civil Engineering Technician	2.0	2.0	2.0	3.0	2.0	2.0
Senior Office Assistant	2.0	2.0	2.0	2.0	2.0	2.0
Contract Coordinator	0.5	0.5	0.5	0.5	0.5	0.5
Civil Engineering Technician	2.0	2.0	3.0	3.0	3.0	3.0
Field Supervisor - Roads & Drainage	1.0	1.0	1.0	1.0	1.0	1.0
Engineering Aide	1.0	1.0	0.0	0.0	0.0	0.0
Streets Superintendent	1.0	1.0	1.0	1.0	1.0	1.0
Clerk Receptionist	0.5	0.5	0.5	0.5	0.5	0.5
Civil Engineering Designer	1.0	1.0	2.0	2.0	2.0	2.0

TOWN OF ORO VALLEY
PUBLIC WORKS
HIGHWAY FUND
FISCAL YEAR 2005-2006 BUDGETED EXPENDITURES
PERSONNEL DETAIL

DESCRIPTION	CURRENT YEAR		BUDGET YEAR		
	2004-2005 BUDGET	ESTIMATED ACTUAL	DEPARTMENT REQUEST	MANAGER REVIEW	2005-2006 COUNCIL APPROVAL
Salaries & Wages	\$ 1,120,364	\$ 1,088,060	\$ 1,303,201	\$ 1,167,190	\$ 1,167,190
Overtime Pay	20,000	41,851	-	-	-
Group Insurance	193,344	156,780	228,567	211,111	203,470
Social Security/Medicare	88,959	83,401	99,695	89,290	89,290
ASRS Contributions	66,283	63,883	107,514	96,293	86,372
Workers' Compensation	54,870	39,030	65,212	57,071	57,071
Other Employee Benefits	-	4,510	-	-	-
TOTAL PERSONNEL EXPENDITURES	\$ 1,543,820	\$ 1,477,515	\$ 1,804,189	\$ 1,620,955	\$ 1,603,393

TOWN OF ORO VALLEY
PUBLIC WORKS
HIGHWAY FUND
FISCAL YEAR 2005-2006 BUDGETED EXPENDITURES
OPERATIONS & MAINTENANCE DETAIL

DESCRIPTION	CURRENT YEAR		BUDGET YEAR		
	2004-2005 BUDGET	ESTIMATED ACTUAL	DEPARTMENT REQUEST	MANAGER REVIEW	2005-2006 COUNCIL APPROVAL
Outside Professional Services	\$ 75,000	\$ 79,000	\$ 95,000	\$ 75,000	\$ 75,000
Water & Sewer	25,000	20,000	22,000	22,000	22,000
Waste Disposal Fees	7,500	7,500	7,500	7,500	7,500
Vehicle Repair & Maintenance	20,000	22,000	25,500	25,500	25,500
Equipment Repair & Maintenance	25,000	25,000	25,000	25,000	25,000
Building Repair & Maintenance	500	500	500	500	500
Grounds Repair & Maintenance	500	500	500	500	500
Street Maintenance	177,200	177,200	221,200	221,200	221,200
Street Improvements	150,000	150,000	150,000	150,000	150,000
Rentals	4,000	4,000	4,000	4,000	4,000
Insurance	113,150	113,150	124,465	124,465	124,465
Telecommunications	22,000	24,000	25,000	25,000	25,000
Postage	3,000	2,000	2,000	2,000	2,000
Advertising	1,000	1,000	1,000	1,000	1,000
Printing & Binding	8,000	7,000	8,000	8,000	8,000
Travel & Training	8,650	8,650	16,800	16,800	16,800
Memberships & Subscriptions	1,650	2,500	2,750	2,750	2,750
Office Supplies	20,000	20,000	28,000	28,000	28,000
Natural Gas & Electricity	15,500	17,000	18,000	18,000	18,000
Gasoline & Oil	20,000	22,000	25,000	25,000	25,000
Non-capitalized Equipment	4,600	4,600	2,800	2,800	2,800
Uniforms	11,300	11,300	11,300	11,300	11,300
Field Supplies	41,300	41,300	59,250	59,250	59,250
Miscellaneous Other Operating	2,300	4,000	10,000	10,000	10,000
Bluestake	10,000	8,000	8,000	8,000	8,000
Safety Compliance	3,000	3,000	3,000	3,000	3,000
Custodial Supplies	500	500	500	500	500
Electricity-Street Lights	20,000	20,700	22,000	22,000	22,000
Traffic Signal Maintenance	55,000	35,000	45,000	45,000	45,000
Traffic Signal Electricity	32,000	20,000	25,000	25,000	25,000
TOTAL O&M EXPENDITURES	\$ 877,650	\$ 851,400	\$ 989,065	\$ 969,065	\$ 969,065

TOWN OF ORO VALLEY
PUBLIC WORKS
HIGHWAY FUND
FISCAL YEAR 2005-2006 BUDGETED EXPENDITURES
CAPITAL OUTLAY DETAIL

DESCRIPTION	CURRENT YEAR		BUDGET YEAR		
	2004-2005 BUDGET	ESTIMATED ACTUAL	DEPARTMENT REQUEST	MANAGER REVIEW	2005-2006 COUNCIL APPROVAL
Machinery & Equipment	\$ 6,000	\$ 12,524	\$ -	\$ -	\$ -
Multi-us Path Sweeper			75,000	75,000	75,000
Spare Traffic Signal Electronics and Cabinet			35,000	35,000	35,000
Traffic Signal Battery Back Up			20,000	20,000	20,000
Traffic Signal Radio Communications			20,000	20,000	20,000
Traffic Signal LED Upgrade			25,000	25,000	25,000
Sign & Stripe Utility Bed and Accessories			20,000	20,000	20,000
Curb Machine			26,000	26,000	26,000
Vehicles	95,000	95,000	96,000	96,000	96,000
Minor Assets	4,500	4,500	31,500	31,500	31,500
SUBTOTAL: Machinery & Equipment	\$ 105,500	\$ 112,024	\$ 348,500	\$ 348,500	\$ 348,500
SUBDIVISION STREETS:					
Canyon Shadows	\$ 33,180	\$ 33,180	\$ -	\$ -	\$ -
Desert Vista	15,970	-	-	-	-
Naranja Ranch	56,380	68,000	-	-	-
Sun City 13 & 14	24,560	24,560	-	-	-
Ranch Vistoso NH 7 Unit 1	85,740	85,740	-	-	-
Rancho Vistoso NH 7 C& K	28,415	28,415	-	-	-
Sun Ridge and Coyote Ridge Curbing	-	-	40,000	40,000	40,000
SUBTOTAL: Subdivision Streets	\$ 244,245	\$ 239,895	\$ 40,000	\$ 40,000	\$ 40,000
ARTERIAL STREETS:					
RV Blvd Sidewalk (CIP)	\$ 80,000	\$ 80,000	\$ -	\$ -	\$ -
Bridge Repair	-	-	100,000	100,000	100,000
First/Palisades	-	100,000	-	-	-
Street Rehab Projects	-	20,000	-	-	-
SUBTOTAL: Arterial Improvements	\$ 80,000	\$ 200,000	\$ 100,000	\$ 100,000	\$ 100,000
CARRY FORWARD PROJECTS:					
ARTERIAL STREETS:					
Verde Catalina Screen Wall (Design)	\$ 176,565	\$ -	\$ 176,565	\$ 176,565	\$ 176,565
Copper Creek (CIP)	200,000	-	200,000	200,000	200,000
Oro Valley Town Houses (CIP)	100,000	-	100,000	100,000	100,000
Palisades Road (CIP)	200,000	-	200,000	200,000	200,000
Calle Concordia (CIP)	565,000	-	565,000	565,000	565,000
CARRY FORWARD PROJECTS:					
Shadow Mtn Estates	\$ 371,475	\$ -	\$ 371,475	\$ 371,475	\$ 371,475
Shadow Mtn Estates East	98,720	-	98,720	98,720	98,720
Rancho Verde	281,970	-	281,970	281,970	281,970
Sunnyslope	103,620	-	103,620	103,620	103,620
Rancho Feliz (353-389)	192,525	-	192,525	192,525	192,525

Continued....

TOWN OF ORO VALLEY

TOWNWIDE ROADWAY DEVELOPMENT IMPACT FEES

CAPITAL PROJECTS FUND

FISCAL YEAR 2005-2006

DEPARTMENTAL SERVICES:

Manages all CIP projects from planning, design and construction. The Engineering Division is the lead for consultant selection and preparations for the RFP's issues public right of way permits; reviews traffic control plans; maintains a data base for pavement management for street rehabilitation; performs contract administration; maintains the website for PWD; performs construction observation for all private development; administers Town property management; and administration of wireless communications for the Town.

MISSION STATEMENT:

Deliver the CIP projects at cost and on schedule, improve level of service for all Town roadway network system and provide timely information to the public regarding areas of construction zones. Encourage the Town citizens to provide comments on the roadway projects by holding public open house meetings and continue websites for project.

2005/06 BUDGET REQUEST JUSTIFICATION:

The major road projects included in the TWDIF for this FY include: First Ave. and Pusch View bridges, CDO Linear Park, Rancho Vistoso Blvd. (Big Wash to Honey Bee Wash, Rancho Vistoso (Phase II) Honey Bee Canyon to Tangerine Road. Please reference 2005-2006 budget.

TOWN OF ORO VALLEY
TOWNWIDE ROADWAY DEVELOPMENT IMPACT FEES FUND
PUBLIC WORKS
FISCAL YEAR 2005-2006 BUDGETED EXPENDITURES
SUMMARY

DESCRIPTION	CURRENT YEAR		BUDGET YEAR		
	2004-2005 BUDGET	ESTIMATED ACTUAL	DEPARTMENT REQUEST	MANAGER REVIEW	2005-2006 COUNCIL APPROVAL
PERSONNEL	\$ 365,795	\$ 247,217	\$ 382,286	\$ 382,286	\$ 377,391
OPERATIONS & MAINTENANCE	62,350	58,486	108,600	108,600	108,600
CAPITAL OUTLAY	9,381,666	5,976,697	850,000	850,000	1,194,515
DEBT SERVICE	19,977	950,901	784,657	784,657	784,657
OTHER FINANCING USES	1,325,000	1,269,753	1,225,000	1,225,000	1,325,000
CONTINGENCY/RESERVE	1,382,071	2,993,476	932,933	932,933	493,313
TOTAL EXPENDITURES	\$ 12,536,859	\$ 11,496,530	\$ 4,283,476	\$ 4,283,476	\$ 4,283,475

TOWN OF ORO VALLEY
MAGISTRATE COURT
GENERAL FUND
FISCAL YEAR 2005-2006 BUDGETED EXPENDITURES
SUMMARY

DESCRIPTION	CURRENT YEAR		BUDGET YEAR		
	2004-2005 BUDGET	ESTIMATED ACTUAL	DEPARTMENT REQUEST	MANAGER REVIEW	2005-2006 COUNCIL APPROVAL
PERSONNEL	\$ 428,875	\$ 402,955	\$ 479,679	\$ 479,679	\$ 475,206
OPERATIONS & MAINTENANCE	123,160	116,969	137,800	125,980	125,980
CAPITAL OUTLAY	-	-	29,200	12,700	12,700
DEBT SERVICE	-	-	-	-	-
CONTINGENCY/RESERVE	-	-	-	-	-
TOTAL EXPENDITURES	\$ 552,035	\$ 519,924	\$ 646,679	\$ 618,359	\$ 613,886

TOWN OF ORO VALLEY
TOWNWIDE ROADWAY DEVELOPMENT IMPACT FEES FUND
PUBLIC WORKS
FISCAL YEAR 2005-2006 BUDGETED EXPENDITURES
AUTHORIZED POSITIONS

DESCRIPTION	2002-2003 BUDGET	2003-2004 BUDGET	2004-2005 BUDGET	2005-2006 BUDGET YEAR		
				DEPARTMENT REQUEST	MANAGER REVIEW	COUNCIL APPROVAL
Civil Engineer II	1.0	1.0	0.0	0.0	0.0	0.0
Senior Civil Engineer	0.0	0.0	1.0	1.0	1.0	1.0
Contract Coordinator	0.5	0.5	0.5	0.5	0.5	0.5
Construction Manager	1.0	1.0	2.0	1.0	1.0	1.0
Project Manager (CE I)	1.0	1.0	0.0	1.0	1.0	1.0
Construction Clerk	0.0	0.0	1.0	1.0	1.0	1.0
Civil Engineering Technician	0.0	0.0	2.0	2.0	2.0	2.0
TOTAL PERSONNEL	3.5	3.5	6.5	6.5	6.5	6.5

TOWN OF ORO VALLEY
TOWNWIDE ROADWAY DEVELOPMENT IMPACT FEES FUND
PUBLIC WORKS
FISCAL YEAR 2005-2006 BUDGETED EXPENDITURES
PERSONNEL DETAIL

DESCRIPTION	CURRENT YEAR		BUDGET YEAR		
	2004-2005 BUDGET	ESTIMATED ACTUAL	DEPARTMENT REQUEST	MANAGER REVIEW	2005-2006 COUNCIL APPROVAL
Salaries & Wages	\$ 289,322	\$ 198,980	\$ 292,976	\$ 292,976	\$ 292,976
Overtime Pay	-	705	-	-	-
Group Insurance	34,107	17,250	38,917	38,917	36,513
Social Security/Medicare	22,133	15,183	22,413	22,413	22,413
ASRS Contributions	16,491	11,362	24,171	24,171	21,679
Workers' Compensation	3,742	2,760	3,810	3,810	3,810
Other Employee Benefits	-	977	-	-	-
TOTAL PERSONNEL EXPENDITURES	\$ 365,795	\$ 247,217	\$ 382,286	\$ 382,286	\$ 377,391

TOWN OF ORO VALLEY
PUBLIC WORKS
TOWNWIDE ROADWAY DEVELOPMENT IMPACT FEES FUND
FISCAL YEAR 2005-2006 BUDGETED EXPENDITURES
CAPITAL OUTLAY DETAIL

DESCRIPTION	CURRENT YEAR		BUDGET YEAR		
	2004-2005 BUDGET	ESTIMATED ACTUAL	DEPARTMENT REQUEST	MANAGER REVIEW	2005-2006 COUNCIL APPROVAL
ARTERIAL ROADWAYS:					
Arterial Roadways	\$ -	\$ 48,714	\$ -	\$ -	\$ 344,515
Tangerine Rd. Path (First Ave. to Oracle)	75,000	75,000	-	-	-
Lambert Lane 30 99/00 07	-	113,096	-	-	-
Lambert Lane Surface 30 01/02 05	-	3,000	-	-	-
La Canada Drive (Lambert to Calle Concordia)	1,250,000	1,250,000	-	-	-
SUBTOTAL: ARTERIAL ROADWAYS	\$ 1,325,000	\$ 1,489,810	\$ -	\$ -	\$ 344,515
CARRY FORWARD:					
Tang/La Cholla Intersection 30 02/03 14	\$ -	\$ 700,000	\$ 100,000	\$ 100,000	\$ 100,000
La Cholla Safety Improvement	300,000	-	300,000	300,000	300,000
Magee (Northern to East Town Limits)	100,000	-	100,000	100,000	100,000
La Canada Drive Widening (Naranja to Tangerine Road)	350,000	-	350,000	350,000	350,000
Tangerine Road: First Avenue to La Canada (FY 2003/04) Imp. Fees	830,000	830,000	-	-	-
Tangerine Road: First Avenue to La Canada (FY 2003/04) PAG	2,000,000	218,572	-	-	-
La Canada Widening: Lambert to Calle Concordia (FY 2003/04) Imp. Fees	1,500,000	1,500,000	-	-	-
La Canada Widening: Lambert to Calle Concordia (FY 2003/04) PAG	739,666	739,666	-	-	-
La Canada Widening: Lambert to Calle Concordia (FY 2002/03) PAG	1,750,000	-	-	-	-
Lambert Lane Safety & Capacity Improvements (FY 2003/04)	487,000	498,649	-	-	-
SUBTOTAL: CARRY FORWARD	\$ 8,056,666	\$ 4,486,887	\$ 850,000	\$ 850,000	\$ 850,000
TOTAL ARTERIAL ROADWAYS & CARRY FORWARD:	\$ 9,381,666	\$ 5,976,697	\$ 850,000	\$ 850,000	\$ 1,194,515
OTHER FINANCING USES:					
Transfer to La Canada Dr. Extension Construct. Fund	\$ 125,000	\$ 125,000	\$ 125,000	\$ 125,000	\$ 225,000
Transfer to CDO Linear Park Construct. Fund	100,000	99,089	-	-	-
Transfer to First Ave Widening Construct. Fund	-	-	300,000	300,000	300,000
Transfer to Pusch View/Lambert Lane Ext. Construct. Fund	1,100,000	1,045,664	800,000	800,000	800,000
SUBTOTAL OTHER FINANCING USES:	\$ 1,325,000	\$ 1,269,753	\$ 1,225,000	\$ 1,225,000	\$ 1,325,000
CONTINGENCY/RESERVE:	\$ 1,382,071	\$ 2,993,476	\$ 932,933	\$ 932,933	\$ 493,313
TOTAL EXPENDITURES					
	\$ 12,088,737	\$ 10,239,926	\$ 3,007,933	\$ 3,007,933	\$ 3,012,828

TOWN OF ORO VALLEY
LA CANADA EXTENSION CONSTRUCTION FUND
CAPITAL PROJECTS FUND
FISCAL YEAR 2005-2006

DEPARTMENTAL SERVICES:

MISSION STATEMENT:

2005/06 BUDGET REQUEST JUSTIFICATION:

This project is to extend La Canada Drive from tangerine Road to Moore Road by constructing a 4-lane divided median. This project is funded as shown below, and has a multi year funding

FY 04 \$270K PAG (HURF EXCHANGE)
FY 04 \$215K PAG (HURF EXCHANGE)
FY 07 \$2.250M PAG (HURF EXCHANGE)
FY 08 \$2.250M PAG (HURF EXCHANGE)
FY03 5.0M HELP LOAN

TOWN OF ORO VALLEY
FIRST AVENUE BRIDGE CONSTRUCTION FUND
CAPITAL PROJECTS FUND
FISCAL YEAR 2005-2006

DEPARTMENTAL SERVICES:

MISSION STATEMENT:

2005/06 BUDGET REQUEST JUSTIFICATION:

This project is to widen the existing First Avenue Bridge by building a new bridge alongside the current bridge over the CDO wash, **and** to widen First Avenue to 4-lanes median divided from Tangerine Road to the CDO Wash. This project is funded as shown below.

FY 00 \$80K PAG (PDAF)
FY 01 \$698.4K PAG (HURF EXCHANGE)
FY 04 \$6.235M PAG (HURF EXCHANGE)

TOWN OF ORO VALLEY
FIRST AVENUE WIDENING CONSTRUCTION FUND
CAPITAL PROJECTS FUND
FISCAL YEAR 2005-2006

DEPARTMENTAL SERVICES:

MISSION STATEMENT:

2005/06 BUDGET REQUEST JUSTIFICATION:

This project is to widen the existing First Avenue to 4-lanes median divided from Tangerine Road to the CDO Wash. This project is part of the First Avenue Bridge construction and is funded as shown below.

FY 00 \$80K PAG (PDAF)
FY 01 \$698.4K PAG (HURF EXCHANGE)
FY 04 \$6.235M PAG (HURF EXCHANGE)
FY 05 \$295K TWDIF

TOWN OF ORO VALLEY
PUSCH VIEW/LAMBERT LANE EXTENSION
CONSTRUCTION FUND
CAPITAL PROJECTS FUND
FISCAL YEAR 2005-2006

DEPARTMENTAL SERVICES:

MISSION STATEMENT:

2005/06 BUDGET REQUEST JUSTIFICATION:

This project is to widen First Avenue by building a new bridge alongside the existing bridge over the CDO wash and to widen First Avenue to 4 lanes median divided from tangerine Road to the CDO Wash. This project is funded as follows:

FY 03 \$3.235 PAG (HURF EXCHANGE)
FY 04 \$6.235 PAG (HURF EXCHANGE)
FY

TOWN OF ORO VALLEY
PUBLIC WORKS DEPARTMENT
PUSCH VIEW/LAMBERT LANE EXTENSION CONSTRUCTION FUND
FISCAL YEAR 2005-2006 BUDGETED EXPENDITURES
DETAIL

DESCRIPTION	CURRENT YEAR		BUDGET YEAR		
	2004-2005 BUDGET	ESTIMATED ACTUAL	DEPARTMENT REQUEST	MANAGER REVIEW	2005-2006 COUNCIL APPROVAL
Improvements	\$ 3,400,000	\$ 6,600,000	\$ 2,269,664	\$ 2,269,664	\$ 2,269,664
Contingency	-	895,664	-	-	-
TOTAL EXPENDITURES	\$ 3,400,000	\$ 7,495,664	\$ 2,269,664	\$ 2,269,664	\$ 2,269,664

TOWN OF ORO VALLEY
ORACLE ROAD IMPROVEMENT DISTRICT
CONSTRUCTION FUND
CAPITAL PROJECTS FUND
FISCAL YEAR 2005-2006

DEPARTMENTAL SERVICES:

MISSION STATEMENT:

To utilize the forming of the Improvement District as an alternative funding source for the construction of the road project.

2005/06 BUDGET REQUEST JUSTIFICATION:

The purpose of this District is to provide a funding mechanism for improvements to Oracle Road, First Avenue and Pusch view needed to accommodate the additional traffic resulting from the development of Rooney Ranch parcels. Included in this District are properties within the district boundaries. The Town has formed the Improvement District and is the construction process.

The estimated cost of Oracle Road Improvement District for the Road Improvement is \$6,000,000

TOWN OF ORO VALLEY

FISCAL YEAR 2005-2006

ORACLE ROAD IMPROVEMENT DISTRICT CONSTRUCTION FUND

REVENUES AND OTHER FINANCING SOURCES

RESOURCES	CURRENT YEAR		BUDGET YEAR	
	2004-2005		2005-2006	
	BUDGET	ESTIMATED ACTUAL	MANAGER REVIEW	COUNCIL APPROVAL
Improvement District Bond Proceeds	\$ 5,564,764	\$ 3,768,033	\$ -	\$ -
Special Assessment	-	1,488,301	-	
Carryforward Fund Balance	-	-	2,473,952	2,473,952
TOTAL REVENUES & OTHER FINANCING SOURCES	\$ 5,564,764	\$ 5,256,334	\$ 2,473,952	\$ 2,473,952

TOWN OF ORO VALLEY
PUBLIC WORKS DEPARTMENT
ORACLE ROAD IMPROVEMENT DISTRICT CONSTRUCTION FUND
FISCAL YEAR 2005-2006 BUDGETED EXPENDITURES
DETAIL

DESCRIPTION	CURRENT YEAR		BUDGET YEAR		
	2004-2005 BUDGET	ESTIMATED ACTUAL	DEPARTMENT REQUEST	MANAGER REVIEW	2005-2006 COUNCIL APPROVAL
Administrative Costs	\$ 414,392	\$ -	\$ -	\$ -	\$ -
Improvements	5,150,372	2,782,382	2,473,952	2,473,952	2,473,952
Contingency	-	2,473,952	-	-	-
TOTAL EXPENDITURES	\$ 5,564,764	\$ 5,256,334	\$ 2,473,952	\$ 2,473,952	\$ 2,473,952

TOWN OF ORO VALLEY

PUBLIC WORKS

**ORACLE ROAD IMPROVEMENT DISTRICT
DEBT SERVICE FUND**

CAPITAL PROJECTS FUND

FISCAL YEAR 2005-2006

DEPARTMENTAL SERVICES:

MISSION STATEMENT:

To utilize the forming of the Improvement District as an alternative funding source for the construction of the road project.

2005/06 BUDGET REQUEST JUSTIFICATION:

The purpose of this District is to provide a funding mechanism for improvements to Oracle Road, First Avenue and Pusch view needed to accommodate the additional traffic resulting from the development of Rooney Ranch parcels. Included in this District are properties within the district boundaries. The Town has formed the Improvement District and is the construction process.

The estimated cost of Oracle Road Improvement District for the Road Improvement is \$6,000,000

TOWN OF ORO VALLEY
CDO LINEAR PARK CONSTRUCTION FUND
CAPITAL PROJECTS FUND
FISCAL YEAR 2005-2006

DEPARTMENTAL SERVICES:

MISSION STATEMENT:

2005/06 BUDGET REQUEST JUSTIFICATION:

This project is to provide a lineal park from La Canada Drive to First Avenue.
This project is funded as show below:

04 \$1.1 M Pima County Bond
05 \$498K ADOT Transportation Enhancement Grant (STP)
03 \$50K TWDIF
04 \$100K TWDIF

TOWN OF ORO VALLEY
PUBLIC WORKS DEPARTMENT
CDO LINEAR PARK CONSTRUCTION FUND
FISCAL YEAR 2005-2006 BUDGETED EXPENDITURES
DETAIL

DESCRIPTION	CURRENT YEAR		BUDGET YEAR		
	2004-2005 BUDGET	ESTIMATED ACTUAL	DEPARTMENT REQUEST	MANAGER REVIEW	2005-2006 COUNCIL APPROVAL
Administrative Costs	\$ -	\$ 1,000	\$ 1,000	\$ 1,000	\$ 1,000
Improvements	\$ 1,570,000	\$ 200,000	\$ 200,000	\$ 200,000	\$ 200,000
CONTINGENCY/RESERVE:	-	99,089	99,089	99,089	99,089
TOTAL EXPENDITURES	\$ 1,570,000	\$ 300,089	\$ 300,089	\$ 300,089	\$ 300,089

TOWN OF ORO VALLEY
PUBLIC WORKS
TRANSIT SERVICES DIVISION
PUBLIC TRANSPORTATION FUND
FISCAL YEAR 2005-2006

DEPARTMENTAL SERVICES:

The Transit Services Division of the Department of Public Works is responsible for the administration of the Town's Public Transportation Fund. Funding for the Public Transportation Fund is received through the Local Transportation Assistance Fund or LTAF and *LTAF II. LTAF is state-shared revenue that is generated from multi-state, on-line, and Scratchers® games, as well as Powerball revenues. The Transit Services Division is also funded, in part, through the Town of Oro Valley's General Fund.

*LTAF II funds are not a dedicated source of income and are on a year to year basis; therefore all LTAF II funds are based on a best estimate basis only.

MISSION STATEMENT:

Independence is one of the most important things we can offer our residents who have certain special needs. That's why the Town of Oro Valley has established our own transit service.

2005/06 BUDGET REQUEST JUSTIFICATION:

The proposed budget includes funding to purchase two (2) replacement vehicles for the Transit Services Division. This vehicle is contingent on regional FHWA funds being successfully "flexed" per the current Transportation Improvement Plan (TIP).

Changes in personnel are requested in 2005/06 with the addition of one (1) on-call driver, one (1) 25 hour part-time driver and one (1) part-time dispatcher. These changes are reflected in the personnel portion of budget.

These additions to the transit division personnel are needed because of an increase in growth. This growth includes an increase of 10.5% in passenger trips for fiscal 04/05 with additional increases expected for fiscal 05/06.

TOWN OF ORO VALLEY
FISCAL YEAR 2005-2006
PUBLIC TRANSPORTATION FUND
REVENUES AND OTHER FINANCING SOURCES

RESOURCES	CURRENT YEAR 2004-2005		BUDGET YEAR 2005-2006	
	BUDGET	ESTIMATED ACTUAL	MANAGER REVIEW	COUNCIL APPROVAL
REVENUES:				
FEDERAL GRANTS:				
Urbanized Area Formula	\$ 15,000	\$ -	\$ 15,000	\$ 15,000
STP Reimbursement from PAG	56,580	56,580	113,160	113,160
SUBTOTAL: FEDERAL GRANTS	\$ 71,580	\$ 56,580	\$ 128,160	\$ 128,160
STATE SHARED REVENUES:				
L.T.A.F. (Lottery)	\$ 192,000	\$ 192,000	\$ 190,000	\$ 190,000
L.T.A.F. II (Lottery)	66,000	89,262	89,000	-
CHARGES FOR SERVICES:				
Fare Box	\$ 31,500	\$ 32,800	\$ 33,500	\$ 33,500
MISCELLANEOUS:				
Donations	\$ 100	\$ -	\$ -	\$ -
INTEREST INCOME:				
	\$ 2,000	\$ 2,000	\$ 2,000	\$ 2,000
SUBTOTAL: REVENUES	\$ 363,180	\$ 372,642	\$ 442,660	\$ 353,660
OTHER FINANCING SOURCES:				
Transfer from General Fund	\$ 95,998	\$ 95,998	\$ 79,232	\$ 165,562
Carry Forward of Fund Balance	45,817	95,908	61,658	61,658
SUBTOTAL: OTHER FINANCING SOURCES	\$ 141,815	\$ 191,906	\$ 140,890	\$ 227,220
TOTAL FINANCING SOURCES	\$ 504,995	\$ 564,548	\$ 583,550	\$ 580,880

TOWN OF ORO VALLEY
PUBLIC WORKS
TRANSIT DIVISION
PUBLIC TRANSPORTATION FUND
FISCAL YEAR 2005-2006 BUDGETED EXPENDITURES
SUMMARY

DESCRIPTION	CURRENT YEAR		2005-2006 BUDGET YEAR		
	2004-2005 BUDGET	ESTIMATED ACTUAL	DEPARTMENT REQUEST	MANAGER REVIEW	COUNCIL APPROVAL
PERSONNEL	\$ 275,600	\$ 273,512	\$ 324,952	\$ 324,952	\$ 322,282
OPERATIONS & MAINTENANCE	113,395	113,378	138,598	138,598	138,598
CAPITAL OUTLAY	116,000	116,000	120,000	120,000	120,000
DEBT SERVICE	-	-	-	-	-
CONTINGENCY/RESERVE	-	61,658	-	-	-
TOTAL EXPENDITURES	\$ 504,995	\$ 564,548	\$ 583,550	\$ 583,550	\$ 580,880

TOWN OF ORO VALLEY
PUBLIC WORKS
TRANSIT DIVISION
PUBLIC TRANSPORTATION FUND
FISCAL YEAR 2005-2006 BUDGETED EXPENDITURES
AUTHORIZED POSITIONS

DESCRIPTION	2002-2003 BUDGET	2003-2004 BUDGET	2004-2005 BUDGET	2005-2006 BUDGET YEAR		
				DEPARTMENT REQUEST	MANAGER REVIEW	COUNCIL APPROVAL
Transit Services Administrator	1.0	1.0	1.0	1.0	1.0	1.0
Lead Driver	1.0	1.0	1.0	1.0	1.0	1.0
Full-Time Driver	3.0	3.0	3.0	3.0	3.0	3.0
Part-Time Drivers	4.0	4.0	4.0	5.0	5.0	5.0
Part-Time Dispatcher	0.0	0.0	0.0	1.0	1.0	1.0
On-Call Drivers	0.0	0.0	0.0	0.5	0.5	0.5
TOTAL PERSONNEL	9.0	9.0	9.0	11.5	11.5	11.5

TOWN OF ORO VALLEY
PUBLIC WORKS
TRANSIT DIVISION
PUBLIC TRANSPORTATION FUND
FISCAL YEAR 2005-2006 BUDGETED EXPENDITURES
PERSONNEL DETAIL

DESCRIPTION	CURRENT YEAR		BUDGET YEAR		
	2004-2005 BUDGET	ESTIMATED ACTUAL	DEPARTMENT REQUEST	MANAGER REVIEW	2005-2006 COUNCIL APPROVAL
Salaries & Wages	\$ 222,360	\$ 212,728	\$ 253,348	\$ 253,348	\$ 253,348
Overtime Pay	-	17	-	-	-
Group Insurance	10,240	20,216	15,454	15,454	14,859
Social Security/Medicare	17,011	16,129	19,381	19,381	19,381
ASRS Contributions	12,675	11,987	20,083	20,083	18,008
Workers' Compensation	13,314	12,253	16,686	16,686	16,686
Other Employee Benefits	-	182	-	-	-
TOTAL PERSONNEL EXPENDITURES	\$ 275,600	\$ 273,512	\$ 324,952	\$ 324,952	\$ 322,282

TOWN OF ORO VALLEY

PUBLIC WORKS

GENERAL FUND

FISCAL YEAR 2005-2006

DEPARTMENTAL SERVICES:

DEVELOPMENT REVIEW DIVISION:

The Division reviews all development plans, preliminary and final plats, improvement and grading plans for all privately constructed commercial and residential projects within the jurisdictional limits of the Town. After the improvement and grading plans and final plats are approved, the Division conducts preconstruction meetings and issues grading permits to developers to construct the improvements.

MISSION STATEMENT:

We will assist our customers through the development review process in a professional and timely manner so that their goals are met through compliance with all Town codes, standards and policies.

2005/06 BUDGET REQUEST JUSTIFICATION

The Development Review Division responds to the needs of the development community to assist them in the design review and approval process. The Division assures that all development projects comply with all appropriate Town codes, ordinances and standards.

TOWN OF ORO VALLEY
PUBLIC WORKS
GENERAL FUND
FISCAL YEAR 2005-2006 BUDGETED EXPENDITURES
SUMMARY

DESCRIPTION	CURRENT YEAR		BUDGET YEAR		
	2004-2005 BUDGET	ESTIMATED ACTUAL	DEPARTMENT REQUEST	MANAGER REVIEW	2005-2006 COUNCIL APPROVAL
PERSONNEL	\$ 303,403	\$ 280,612	\$ 324,267	\$ 324,267	\$ 321,097
OPERATIONS & MAINTENANCE	14,000	8,015	56,350	24,150	24,150
CAPITAL OUTLAY	-	-	-	-	-
DEBT SERVICE	-	-	-	-	-
CONTINGENCY/RESERVE	-	-	-	-	-
TOTAL EXPENDITURES	\$ 317,403	\$ 288,627	\$ 380,617	\$ 348,417	\$ 345,247

TOWN OF ORO VALLEY
PUBLIC WORKS
GENERAL FUND
FISCAL YEAR 2005-2006 BUDGETED EXPENDITURES
PERSONNEL DETAIL

DESCRIPTION	CURRENT YEAR		BUDGET YEAR		
	2004-2005 BUDGET	ESTIMATED ACTUAL	DEPARTMENT REQUEST	MANAGER REVIEW	2005-2006 COUNCIL APPROVAL
Salaries & Wages	\$ 240,950	\$ 226,829	\$ 252,234	\$ 252,234	\$ 252,234
Group Insurance	27,381	20,838	28,592	28,592	27,566
Social Security/Medicare	18,433	17,273	19,296	19,296	19,296
ASRS Contributions	13,734	12,929	20,809	20,809	18,665
Workers' Compensation	2,905	2,978	3,336	3,336	3,336
Other Employee Benefits	-	(235)	-	-	-
PERSONNEL EXPENDITURES	\$ 303,403	\$ 280,612	\$ 324,267	\$ 324,267	\$ 321,097

TOWN OF ORO VALLEY
PUBLIC WORKS
GENERAL FUND
FISCAL YEAR 2005-2006 BUDGETED EXPENDITURES
OPERATIONS & MAINTENANCE

DESCRIPTION	CURRENT YEAR		BUDGET YEAR		
	2004-2005 BUDGET	ESTIMATED ACTUAL	DEPARTMENT REQUEST	MANAGER REVIEW	2005-2006 COUNCIL APPROVAL
Outside Professional Services	\$ 5,000	\$ 2,500	\$ 40,000	\$ 10,000	\$ 10,000
Vehicle Repair & Maintenance	700	-	700	700	700
Equipment Repair & Maintenance	2,000	-	2,000	2,000	2,000
Postage	250	-	250	250	250
Printing & Binding	-	15	-	-	-
Travel & Training	2,000	2,000	7,000	7,000	7,000
Memberships & Subscriptions	900	900	1,000	1,000	1,000
Office Supplies	1,300	500	1,000	1,000	1,000
Field Supplies	50	-	-	-	-
Miscellaneous Other Operating	1,200	600	1,200	1,200	1,200
Non-Capitalized Equipment	600	1,500	3,200	1,000	1,000
TOTAL O & M EXPENDITURES	\$ 14,000	\$ 8,015	\$ 56,350	\$ 24,150	\$ 24,150

TOWN OF ORO VALLEY
PUBLIC WORKS
CUSTODIAL & FACILITY MAINTENANCE
GENERAL FUND
FISCAL YEAR 2005-2006

DEPARTMENTAL SERVICES:

Facility Maintenance: The Town of Oro Valley's Facilities Maintenance Section is responsible for the maintenance of 13 buildings and structures. These consist of the Town's office buildings, Administration, Development Services, the Town's courthouse, the Town's Public library, Police Department, Water Department, Parks and Recreation Department and other miscellaneous structures. With the completion of the additional Library space, Facilities Maintenance will maintain approximately 76 thousand square feet of building space. The Town's Facilities Maintenance has 1 staff member. Facilities Maintenance performs approximately 650 work orders per year. The 24-hour on call response program allows for emergencies to be handled within one hour.

MISSION STATEMENT:

To provide a healthy, safe and functional working environment for employees and citizens of the Town of Oro Valley to conduct daily business. The Facilities Maintenance Section provides building maintenance, landscape maintenance, repairs, minor renovations, project management, contract supervision, energy management and HVAC services for the Town of Oro Valley's facilities. Maintenance tasks include air conditioning/heating, plumbing, electrical, painting, carpentry, pest control, keys and locks, fire alarms, automatic doors, elevators, emergencies and routine maintenance.

FACILITIES MAINTAINED:

- Town of Oro Valley Library
- Administration Building
- Oro Valley Water Utility Building
- Magistrate Court Building
- Development Services Building
- Oro Valley Police Department; Main Station
- Oro Valley Police Department; North Police Substation

- Oro Valley Police Department; South Police Substation
- Parks & Recreation Building
- Maintenance/Warehouse Building
- Modular Building
- Oro Valley Service Center

2005/06 BUDGET REQUEST JUSTIFICATION:

In this budget staff is requesting additional funds over last year to do needed maintenance. As the Town's facilities age, additional maintenance is warranted and becomes more extensive each year. Additional funds are being requested for travel and training. The previous budget amount is not enough to provide a single worthwhile training class. The HVAC and electrical systems in our newer facilities are sophisticated and no longer covered under warranty. It is imperative that our maintenance staff receive training necessary to provide basic maintenance to this equipment. Additionally minor capital assets are also being requested. The maintenance technician has never had a computer and a computer will make his work much more efficient. A tool bed for his truck is also being requested, again to improve efficiency and allow the technician to carry all necessary tools and equipment with him. An additional ½ FTE is being requested to support the work load associated with the aging infrastructure and the increase in facilities maintained.

TOWN OF ORO VALLEY
PUBLIC WORKS
CUSTODIAL/FACILITY MAINTENANCE DIVISION
GENERAL FUND
FISCAL YEAR 2005-2006 BUDGETED EXPENDITURES
SUMMARY

DESCRIPTION	CURRENT YEAR		BUDGET YEAR		
	2004-2005 BUDGET	ESTIMATED ACTUAL	DEPARTMENT REQUEST	MANAGER REVIEW	2005-2006 COUNCIL APPROVAL
PERSONNEL	\$ 45,589	\$ 44,739	\$ 77,330	\$ 48,042	\$ 47,477
OPERATIONS & MAINTENANCE	105,550	103,679	129,100	109,600	112,600
CAPITAL OUTLAY	-	-	5,500	4,000	4,000
DEBT SERVICE	-	-	-	-	-
CONTINGENCY/RESERVE	-	-	-	-	-
TOTAL EXPENDITURES	\$ 151,139	\$ 148,418	\$ 211,930	\$ 161,642	\$ 164,077

TOWN OF ORO VALLEY
PUBLIC WORKS
CUSTODIAL/FACILITY MAINTENANCE DIVISION
GENERAL FUND
FISCAL YEAR 2005-2006 BUDGETED EXPENDITURES
AUTHORIZED POSITIONS

DESCRIPTION	2002-2003 BUDGET	2003-2004 BUDGET	2004-2005 BUDGET	2005-2006 BUDGET YEAR		
				DEPARTMENT REQUEST	MANAGER REVIEW	COUNCIL APPROVAL
Facility Maintenance Tech.	1.0	1.0	1.0	1.0	1.0	1.0
Facility Maintenance & Contract Worker Supervisor	0.0	0.0	0.0	0.5	0.0	0.0
TOTAL PERSONNEL	1.0	1.0	1.0	1.5	1.0	1.0

TOWN OF ORO VALLEY
PUBLIC WORKS
CUSTODIAL/FACILITY MAINTENANCE DIVISION
GENERAL FUND
FISCAL YEAR 2005-2006 BUDGETED EXPENDITURES
OPERATIONS & MAINTENANCE

DESCRIPTION	CURRENT YEAR		BUDGET YEAR		
	2004-2005 BUDGET	ESTIMATED ACTUAL	DEPARTMENT REQUEST	MANAGER REVIEW	2005-2006 COUNCIL APPROVAL
Outside Professional Services	\$ 81,500	\$ 81,500	\$ 97,500	\$ 87,000	\$ 87,000
Waste Disposal Fees	-	209	-	-	-
Building Repair & Maintenance	11,500	11,500	11,500	8,000	11,000
Uniforms	300	270	-	-	-
Field Supplies	12,000	10,000	15,500	10,000	10,000
Travel & Training	250	200	2,000	2,000	2,000
Telecommunications	-	-	200	200	200
Vehicle Repair and Maintenance	-	-	500	500	500
Non-Capitalized Equipment	-	-	400	400	400
Miscellaneous Other Operating	-	-	1,500	1,500	1,500
TOTAL O & M EXPENDITURES	\$ 105,550	\$ 103,679	\$ 129,100	\$ 109,600	\$ 112,600

TOWN OF ORO VALLEY
PUBLIC WORKS
STORM WATER UTILITY FUND
FISCAL YEAR 2005-2006

DEPARTMENTAL SERVICES:

This section of Department of Public Works Operations Division is responsible for the management and administration of the Storm Water Utility and the Arizona Pollutant Discharge Elimination System (AZPDES) Phase 2 Program. The section provides development and implementation of the drainage standards manual, and revision and administration of the floodplain ordinance. The section also performs environmental permitting administration for Town projects and construction observation for Town drainage projects.

MISSION STATEMENT:

To plan, develop, and maintain stormwater programs to protect water quality, prevent flooding, minimize drainage hazards, and preserve natural stormwater systems in a manner that ensures compliance with Federal (FEMA and EPA) and State (ADEQ and ADWR) regulations.

2005/06 BUDGET REQUEST JUSTIFICATION:

The operations division is managing the storm water utility created by the Town Council in the summer of 2001. The Storm Water Utility Commission has created a Storm Water Management Plan to meet the requirements of the federally mandated AZPDES, Phase 2 program. The AZPDES program requires the Town implement several minimum control measures including public education and mapping its drainage infrastructure. This year's budget request is for full financing of the Storm Water Utility. Outside professional services is the largest line item request. The funds in this line item are to initiate environmental studies required by the U.S. Army Corps of Engineers for future CIP projects to be funded by the Pima County Regional Flood Control District. Other funds from this line item are to finance a portion of the needed update to the Town's Drainage Criteria Manual. One other item in this line item leverages the use of an existing educational outreach program to provide stormwater and ground water education training in local schools. The travel and training line item includes funding one-third the cost of bringing instructors in-house to train Public Works staff on the use of technical software and the execution of technical procedures. This year's budget request also includes funds to complete the upgrade of the Town Wide Drainage project computer model originally completed in 2001.

TOWN OF ORO VALLEY
FISCAL YEAR 2005-2006
ORO VALLEY STORMWATER UTILITY FUND
REVENUES AND OTHER FINANCING SOURCES

RESOURCES	CURRENT YEAR 2004-2005		BUDGET YEAR 2005-2006	
	BUDGET	ESTIMATED ACTUAL	MANAGER REVIEW	COUNCIL APPROVAL
	REVENUES:			
Pima County Bond Proceeds	\$ -	\$ (187,007)	\$ -	\$ -
ADEQ Grant reimbursement	-	14,910	7,562	7,562
Interest Investments	-	(3,200)	-	-
SUBTOTAL REVENUES	\$ -	\$ (175,297)	\$ -	\$ -
OTHER FINANCING SOURCES:				
Transfer from General Fund	\$ 91,194	\$ 91,194	\$ 80,205	\$ 79,778
Cash Carryforward	249,310	245,759	31,691	31,691
SUBTOTAL OTHER FINANCING SOURCES:	\$ 340,504	\$ 336,953	\$ 119,458	\$ 119,031
TOTAL REVENUES & OTHER FINANCING SOURCES	\$ 340,504	\$ 161,656	\$ 119,458	\$ 119,031

TOWN OF ORO VALLEY
PUBLIC WORKS
ORO VALLEY STORMWATER UTILITY FUND
FISCAL YEAR 2005-2006 BUDGETED EXPENDITURES
SUMMARY

DESCRIPTION	CURRENT YEAR		BUDGET YEAR		
	2004-2005 BUDGET	ESTIMATED ACTUAL	DEPARTMENT REQUEST	MANAGER REVIEW	2005-2006 COUNCIL APPROVAL
PERSONNEL	\$ 37,704	\$ 41,323	\$ 46,058	\$ 46,058	\$ 45,631
OPERATIONS & MAINTENANCE	32,800	14,718	94,900	24,900	24,900
DEPRECIATION	-	-	-	-	-
AMORTIZATION	-	-	-	-	-
INTEREST PAYMENTS	-	-	-	-	-
TOTAL EXPENDITURES	70,504	56,041	140,958	70,958	70,531
EXPENDITURE LIMITATION					
RECONCILING ITEMS:					
DEDUCTIONS:					
DEPRECIATION	-	-	-	-	-
AMORTIZATION	-	-	-	-	-
ADDITIONS:					
PRINCIPAL PAYMENT	-	-	-	-	-
CAPITAL OUTLAY	270,000	105,614	33,500	48,500	48,500
CONTINGENCY	-	-	-	-	-
TOTAL EXPENDITURES	\$ 340,504	\$ 161,655	\$ 174,458	\$ 119,458	\$ 119,031

TOWN OF ORO VALLEY
PUBLIC WORKS
ORO VALLEY STORMWATER UTILITY FUND
FISCAL YEAR 2005-2006 BUDGETED EXPENDITURES
PERSONNEL DETAIL

DESCRIPTION	CURRENT YEAR		BUDGET YEAR		
	2004-2005 BUDGET	ESTIMATED ACTUAL	DEPARTMENT REQUEST	MANAGER REVIEW	2005-2006 COUNCIL APPROVAL
Salaries & Wages	\$ 29,806	\$ 32,497	\$ 36,039	\$ 36,039	\$ 36,039
Group Insurance	3,211	2,995	3,347	3,347	3,226
Social Security/Medicare	2,280	2,486	2,757	2,757	2,757
ASRS Contributions	1,699	1,852	2,973	2,973	2,667
Workers' Compensation	708	680	942	942	942
Other Employee Benefits	-	813	-	-	-
TOTAL PERSONNEL EXPENDITURES	\$ 37,704	\$ 41,323	\$ 46,058	\$ 46,058	\$ 45,631

TOWN OF ORO VALLEY
PUBLIC WORKS
ORO VALLEY STORMWATER UTILITY FUND
FISCAL YEAR 2005-2006 BUDGETED EXPENDITURES
AUTHORIZED POSITIONS

DESCRIPTION	2002-2003 BUDGET	2003-2004 BUDGET	2004-2005 BUDGET	2005-2006 BUDGET YEAR		
				DEPARTMENT REQUEST	MANAGER REVIEW	COUNCIL APPROVAL
Stormwater Division Manager	0.5	0.0	0.0	0.0	0.0	0.0
Operations Division Manager	0.0	0.5	0.0	0.0	0.0	0.0
Civil Engineering Technician	0.5	1.0	1.0	1.0	1.0	1.0
TOTAL PERSONNEL	1.0	1.5	1.0	1.0	1.0	1.0

TOWN OF ORO VALLEY
PUBLIC WORKS
ORO VALLEY STORMWATER UTILITY FUND
FISCAL YEAR 2005-2006 BUDGETED EXPENDITURES
OPERATIONS & MAINTENANCE DETAIL

DESCRIPTION	CURRENT YEAR		BUDGET YEAR		
	2004-2005 BUDGET	ESTIMATED ACTUAL	DEPARTMENT REQUEST	MANAGER REVIEW	2005-2006 COUNCIL APPROVAL
Outside Professional Services	\$ 10,000	\$ 2,000	\$ 80,000	\$ 10,000	\$ 10,000
Equipment Repair & Maintenance	-	-	800	800	800
Stormwater Utility Commission	1,000	-	-	-	-
Vehicle Repair and Maintenance	500	-	300	300	300
Telecommunications	300	-	300	300	300
Postage	1,500	200	500	500	500
Advertising	10,000	7,700	3,000	3,000	3,000
Printing & Binding	5,000	1,350	2,000	2,000	2,000
Travel & Training	1,500	1,500	4,500	4,500	4,500
Memberships & Subscriptions	500	550	600	600	600
Office Supplies	1,000	200	1,000	1,000	1,000
Gasoline & Oil	500	-	-	-	-
Non-capitalized Equipment	500	718	900	900	900
Field Supplies	500	200	500	500	500
Miscellaneous Other Operating	-	300	500	500	500
TOTAL O&M EXPENDITURES	\$ 32,800	\$ 14,718	\$ 94,900	\$ 24,900	\$ 24,900

TOWN OF ORO VALLEY
WATER UTILITY FUND
FISCAL YEAR 2005-2006

DEPARTMENTAL SERVICES:

The primary responsibility of the utility is the protection of public health and safety through the production and efficient delivery of water that meets and/or exceeds water quality standards and in sufficient quantity to meet customer demands. Other responsibilities include regulatory compliance, customer service, promotion of water conservation, generation of customer billings, collection of utility revenues, efficient use of available resources and coordination with the development community.

Significant activities to accomplish these responsibilities include water quality testing, maintenance of system equipment, repair of leaks and other system deficiencies, system upgrades, meter reading, customer billing, contract management, construction inspection, plan review, project management and public education and information.

MISSION STATEMENT:

The Oro Valley Water Utility has the moral obligation to ensure that both safe and palatable drinking water is delivered to every customer. The utility ensures that adequate amounts of water and pressure are available at all times. The utility will strive to develop, finance and maintain all infrastructure deemed necessary to meet public safety needs. The utility staff shall strive to treat all customers with respect, courtesy and professionalism and provide the highest quality of customer service. Oro Valley Water takes pride in its accomplishments and looks forward to continuously improving service to its customers.

2005-06 BUDGET REQUEST JUSTIFICATION:

PERSONNEL:

The utility currently has 34 authorized FTEs and is proposing the addition of 2 new FTEs and 1 part time employee for FY 2005-06. One of the positions proposed is a Utility Operator I whose duties will be centered around water quality functions including water quality testing and backflow maintenance. The second full time position is a Conservation Specialist whose duties will be to perform water audits and assist existing conservation staff. The part time position of Office Assistant is proposed to handle the telephone, typing and scheduling tasks for the conservation staff. Expansion of the conservation program into areas such as plan review (as it relates to landscape irrigation), water harvesting projects, the proposed community garden, irrigation audits, public speaking engagements, researching irrigation

technology, researching and applying for grant funds has become more work than one person can accomplish.

It is being proposed that the **existing** Water Conservation Specialist position be reclassified to Water Conservation Coordinator. This title more accurately reflects the incumbent's duties.

It is also being proposed that two of the **existing** Utility Service Operator I positions be reclassified to Utility Service Operator II positions. Both of the employees have been performing the duties of a Utility Service Operator II for more than a year and possess the qualifications stated in the position descriptions.

OPERATIONS & MAINTENANCE:

The request for operations and maintenance costs reflect, among other items, increased expenses for CAP water costs, excess groundwater withdrawal fees, chemicals for disinfection, plant and equipment repairs, conservation and depreciation. Included in this year's budget are proposed costs for operating and maintaining the reclaimed water system that is scheduled to begin deliveries in July 2005.

CAPITAL OUTLAY:

The utility developed a 5-year capital improvements program using the *Potable Water System Master Plan* to identify the essential system improvements. The potable water improvements slated for FY 2005-06 include a new well, abandonment of 3 wells no longer in service, rehabilitation of 2 existing wells, exploratory boring to identify potential sites for new wells, re-design and construction to upgrade existing booster stations, design of a 1.7MG reservoir, construction of .5MG reservoir, design and construction of water mains, replacement of vehicles and installation of security devices for water facilities. These improvements will increase service levels to customers by providing capacity to meet peak demands, fire flow requirements and increased system reliability. Funds have also been included to pay for the capital charges associated with the State's reallocation of 3,557 acre feet of CAP water rights to the Town.

The Town Council approved the *Reclaimed Water System Master Plan* in November 2002. The Plan identified the infrastructure needed to build a reclaimed water delivery system that would enable the utility to provide a renewable water supply for turf irrigation. Phase 1 of the reclaimed water system is expected to be fully operational by July 2005. The capital outlay slated for FY 2005-2006 includes payment for the "in-line" booster being constructed by Tucson Water and design of Phase 2 which will provide reclaimed water service to golf courses and parks located south of Tangerine Road.

DEBT SERVICE:

Debt service for the Utility includes repayment of bonds sold in 1996, 1999, 2001, and 2003. Respectively, the bonds were used to acquire the water system, assume management and make improvements to the OVWID#1 service area and finance capital improvements to the existing water system. In December 2003, the Town issued senior lien revenue bonds to finance the construction of Phase 1 of the reclaimed water delivery system, capital improvements on the existing potable water system and expansion related capital improvements. Additionally, the 2003 bond issuance included refinancing the Utility's debt to the City of Tucson for CAP water rights and the Series 2000 Revenue Obligations issued for expansion related improvements.

TOWN OF ORO VALLEY
FISCAL YEAR 2005-2006
ORO VALLEY WATER UTILITY FUND
REVENUES AND OTHER FINANCING SOURCES

RESOURCES	CURRENT YEAR 2004-2005		BUDGET YEAR 2005-2006		
	BUDGET	ESTIMATED ACTUAL	WUCo RECOMMEND	MANAGER REVIEW	COUNCIL APPROVAL
REVENUES:					
WATER SALES:					
Residential Water Sales	\$ 6,139,200	\$ 6,139,200	\$ 6,257,200	\$ 6,257,200	\$ 6,257,200
Commercial Water Sales	472,200	472,200	452,700	452,700	452,700
Irrigation Water Sales	729,200	729,200	701,100	701,100	701,100
Turf Related Water Sales	1,207,500	1,207,500	708,800	708,800	708,800
Construction Water Sales	226,000	275,000	191,700	191,700	191,700
Reclaimed Water:					
Turf Water Sales	-	-	995,500	995,500	995,500
SUBTOTAL: WATER SALES	\$ 8,774,100	\$ 8,823,100	\$ 9,307,000	\$ 9,307,000	\$ 9,307,000
CHARGES FOR SERVICES:					
Groundwater Preservation	\$ 576,000	\$ 568,000	\$ 658,062	\$ 658,062	\$ 658,062
Engineer Plan Review Fees	20,000	7,000	7,000	7,000	7,000
Misc. Service Revenues	40,000	186,000	50,000	50,000	50,000
Backflow-Install Permit Fee	1,000	1,000	1,000	1,000	1,000
Served by Tucson	10,200	10,100	10,100	10,100	10,100
Served by Metro	10,200	9,500	9,500	9,500	9,500
Sewer Fees	100,000	104,500	105,000	105,000	105,000
Late Fees	70,000	95,000	70,000	70,000	70,000
NSF Fees	3,000	6,200	5,000	5,000	5,000
Meter Income	90,000	90,000	100,000	100,000	100,000
New Service Establish Fees	42,000	58,000	45,000	45,000	45,000
Reconnect Fees	8,000	20,000	10,000	10,000	10,000
Recharge-Kai Farms	12,500	12,500	12,500	12,500	12,500
SUBTOTAL: CHARGES FOR SERVICES	\$ 982,900	\$ 1,167,800	\$ 1,083,162	\$ 1,083,162	\$ 1,083,162
SPECIAL ASSESSMENTS:					
Single Family Connections	\$ 745,000	\$ 700,000	\$ 780,560	\$ 780,560	\$ 780,560
Multi-Family Connections	20,000	11,000	11,000	11,000	11,000
Commercial Connections	50,000	100,000	100,000	100,000	100,000
Irrigation Connections	10,000	50,000	50,000	50,000	50,000
Fire Flow Connections	15,000	20,000	26,000	26,000	26,000
Development Impact Fees	\$ 126,000	118,000	132,000	132,000	132,000
SUBTOTAL SPECIAL ASSESSMENTS	\$ 966,000	\$ 999,000	\$ 1,099,560	\$ 1,099,560	\$ 1,099,560
INTEREST INCOME:					
Investments	\$ 100,000	\$ 240,000	\$ 200,000	\$ 200,000	\$ 200,000
Investments-Connection Fees	6,000	20,000	25,000	25,000	25,000
Intvestments -Alternative Water	16,500	20,000	25,000	25,000	25,000
SUBTOTAL: INTEREST INCOME	\$ 122,500	\$ 280,000	\$ 250,000	\$ 250,000	\$ 250,000
TOTAL REVENUES:	\$ 10,845,500	\$ 11,269,900	\$ 11,739,722	\$ 11,739,722	\$ 11,739,722

TOWN OF ORO VALLEY
WATER UTILITY
ORO VALLEY WATER UTILITY FUND
FISCAL YEAR 2005-2006 BUDGETED EXPENDITURES
SUMMARY

DESCRIPTION	CURRENT YEAR		BUDGET YEAR		
	2004-2005 BUDGET	ESTIMATED ACTUAL	DEPARTMENT REQUEST	MANAGER REVIEW	2005-2006 COUNCIL APPROVAL
PERSONNEL	\$ 1,700,436	\$ 1,689,881	\$ 2,039,056	\$ 1,922,321	\$ 1,902,477
OPERATIONS & MAINTENANCE	3,011,620	2,896,411	3,703,248	3,693,248	3,693,248
DEPRECIATION	1,847,383	1,657,284	2,057,495	2,057,495	2,057,495
AMORTIZATION	107,790	107,790	107,790	107,790	107,790
INTEREST PAYMENTS	2,950,444	2,949,005	2,888,225	2,888,225	2,888,225
TOTAL EXPENDITURES	9,617,673	9,300,371	10,795,814	10,669,079	10,649,235
EXPENDITURE LIMITATION					
RECONCILING ITEMS:					
DEDUCTIONS:					
DEPRECIATION	(1,847,383)	(1,657,284)	(2,057,495)	(2,057,495)	(2,057,495)
AMORTIZATION	(107,790)	(107,790)	(107,790)	(107,790)	(107,790)
ADDITIONS:					
PRINCIPAL PAYMENT	1,474,750	1,473,710	2,291,880	1,907,362	1,907,362
CAPITAL OUTLAY	17,080,950	17,395,924	10,876,055	8,574,805	8,574,805
CONTINGENCY	15,616,335	18,593,648	8,534,906	11,347,409	11,367,253
TOTAL EXPENDITURES	\$ 41,834,535	\$ 44,998,579	\$ 30,333,370	\$ 30,333,370	\$ 30,333,370

TOWN OF ORO VALLEY
WATER UTILITY
ORO VALLEY WATER UTILITY FUND
FISCAL YEAR 2005-2006 BUDGETED EXPENDITURES
AUTHORIZED POSITIONS

DESCRIPTION	2002-2003 BUDGET	2003-2004 BUDGET	2004-2005 BUDGET	2005-2006 BUDGET YEAR		
				DEPARTMENT REQUEST	MANAGER REVIEW	COUNCIL APPROVAL
Utility Director	1.0	1.0	1.0	1.0	1.0	1.0
Utility Administrator	1.0	1.0	1.0	1.0	1.0	1.0
Project Manager	1.0	1.0	1.0	1.0	1.0	1.0
Operations Superintendent	1.0	1.0	0.0	0.0	0.0	0.0
Water Distribution Supervisor	0.0	0.0	1.0	1.0	1.0	1.0
Customer Service Supervisor	1.0	1.0	1.0	1.0	1.0	1.0
Utility Service Worker IV	1.0	1.0	0.0	0.0	0.0	0.0
Water Production Supervisor	0.0	0.0	1.0	1.0	1.0	1.0
Utility Service Workers III	3.0	3.0	0.0	0.0	0.0	0.0
Lead Water Utility Operator	0.0	0.0	3.0	3.0	3.0	3.0
Utility Service Worker II	5.0	6.0	0.0	0.0	0.0	0.0
Water Utility Operator II	0.0	0.0	6.0	8.0	8.0	8.0
Utility Service Worker I	7.0	6.0	0.0	0.0	0.0	0.0
Water Utility Operator I	0.0	0.0	6.0	5.0	4.0	4.0
Water Utility Operator-Reclaimed *	0.0	0.0	1.0	1.0	1.0	1.0
Secretary III	1.0	1.0	0.0	0.0	0.0	0.0
Office Specialist	0.0	0.0	1.0	1.0	1.0	1.0
Customer Service Representative	4.0	4.0	4.0	4.0	4.0	4.0

TOWN OF ORO VALLEY
WATER UTILITY
ORO VALLEY WATER UTILITY FUND
FISCAL YEAR 2005-2006 BUDGETED EXPENDITURES
AUTHORIZED POSITIONS

DESCRIPTION	2002-2003 BUDGET	2003-2004 BUDGET	2004-2005 BUDGET	2005-2006 BUDGET YEAR		
				DEPARTMENT REQUEST	MANAGER REVIEW	COUNCIL APPROVAL
Engineering Aide	1.0	1.0	0.0	0.0	0.0	0.0
Civil Engineering Technician	0.0	0.0	1.0	1.0	1.0	1.0
Sr. Civil Eng. Technician	1.0	1.0	1.0	1.0	1.0	1.0
Construction Inspector	2.0	2.0	2.0	2.0	2.0	2.0
Sr. Principal Engineer	1.0	1.0	0.0	0.0	0.0	0.0
Engineering Division Manager	0.0	0.0	1.0	1.0	1.0	1.0
G.I.S. Analyst	1.0	1.0	1.0	1.0	1.0	1.0
Conservation Program Coordinator	0.0	0.0	1.0	1.0	0.0	0.0
Conservation Specialist	1.0	1.0	0.0	1.0	1.0	1.0
Office Assistant - part time	0.0	0.0	0.0	0.5	0.0	0.0
TOTAL PERSONNEL	33.0	33.0	34.0	36.5	34.0	34.0

TOWN OF ORO VALLEY
WATER UTILITY
ORO VALLEY WATER UTILITY FUND
FISCAL YEAR 2005-2006 BUDGETED EXPENDITURES
OPERATIONS & MAINTENANCE DETAIL

DESCRIPTION	CURRENT YEAR		BUDGET YEAR		
	2004-2005 BUDGET	ESTIMATED ACTUAL	DEPARTMENT REQUEST	MANAGER REVIEW	2005-2006 COUNCIL APPROVAL
Contract Personnel Services	\$ 2,000	\$ -	\$ 2,000	\$ 2,000	\$ 2,000
Outside Professional Services	220,200	207,250	202,700	202,700	202,700
Cap Water Capital Charge	188,944	188,944	288,540	288,540	288,540
Cap Water Delivery Charge	175,000	121,700	188,944	188,944	188,944
Power (Pumping) - Potable	1,082,275	1,074,026	1,032,575	1,032,575	1,032,575
Power (Pumping) - Reclaimed	-	-	72,000	72,000	72,000
Water Purchased - Reclaimed	-	-	497,790	497,790	497,790
Waste Disposal Fees	100	-	100	100	100
Vehicle Repair & Maintenance	10,050	16,797	6,300	6,300	6,300
Vehicle Repair & Maintenance - Reclaimed	-	-	50	50	50
Equipment Repair & Maintenance	6,100	6,555	7,000	7,000	7,000
Grounds Repair & Maintenance	6,900	35,400	4,600	4,600	4,600
Grounds Repair & Maintenance - Reclaimed	-	-	100	100	100
Chemicals	23,500	25,000	25,000	25,000	25,000
Chemicals - Reclaimed	-	-	8,000	8,000	8,000
Rentals	11,800	8,541	11,800	11,800	11,800
Insurance	105,932	105,932	116,525	116,525	116,525
Telecommunications	23,750	25,165	22,550	22,550	22,550
Postage	76,200	77,550	80,550	80,550	80,550
Advertising	100	-	100	100	100
Printing & Binding	20,000	19,650	19,550	19,550	19,550
Travel & Training	21,600	17,513	21,080	21,080	21,080
Memberships & Subscriptions	12,143	11,874	12,293	12,293	12,293
Testing	104,150	87,880	45,250	45,250	45,250
Office Supplies	19,150	19,000	19,000	19,000	19,000
Gasoline & Oil	36,000	41,100	40,100	40,100	40,100
Non-capitalized Equipment	24,650	22,861	10,995	10,995	10,995
Non-capitalized Equipment - Reclaimed	-	-	2,600	2,600	2,600
Uniforms	13,800	13,800	14,500	14,500	14,500
Uniforms - Reclaimed	-	-	900	900	900
Bad Debt	5,000	6,500	6,500	6,500	6,500
Field Supplies	7,500	4,000	3,000	3,000	3,000
Field Supplies - Reclaimed	-	-	500	500	500
Depreciation	1,847,383	1,657,284	1,659,400	1,659,400	1,659,400
Depreciation - Reclaimed	-	-	398,095	398,095	398,095
Office Lease	65,206	65,206	65,206	65,206	65,206
Amortization	107,790	107,790	107,790	107,790	107,790
Regulatory Expense	372,000	396,800	506,800	506,800	506,800
Water Utility Commission	2,000	2,000	2,000	2,000	2,000
continued...					

TOWN OF ORO VALLEY
WATER UTILITY
ORO VALLEY WATER UTILITY FUND
FISCAL YEAR 2005-2006 BUDGETED EXPENDITURES
CAPITAL OUTLAY DETAIL

DESCRIPTION	CURRENT YEAR		BUDGET YEAR		
	2004-2005 BUDGET	ESTIMATED ACTUAL	DEPARTMENT REQUEST	MANAGER REVIEW	2005-2006 COUNCIL APPROVAL
Land Acquisition	\$ -	\$ 1,486,196	\$ -	\$ -	\$ -
Minor Assets	12,650	11,650	19,900	19,900	19,900
Meters	87,000	108,000	102,000	102,000	102,000
Wells	1,230,600	1,000,000	1,625,000	1,275,000	1,275,000
Booster Stations	300,000	660,900	950,000	600,000	600,000
Reclaim Water Booster Stations	2,444,100	3,846,640	420,000	420,000	420,000
Transmission/Distribution Mains	3,734,200	1,511,981	3,488,250	2,213,000	2,213,000
Reclaimed Water Mains	6,869,600	5,591,070	700,000	700,000	700,000
Reservoirs	299,500	300,000	1,250,000	1,000,000	1,000,000
Reclaimed Water Reservoirs	1,453,500	1,983,236	-	-	-
Structures	140,000	150,655	-	-	-
Vehicles	90,000	74,375	80,000	80,000	80,000
Equipment	13,200	10,221	89,200	13,200	13,200
Equipment Reclaimed	206,600	461,000	-	-	-
Security Equipment	200,000	200,000	200,000	200,000	200,000
Hydrants	-	-	75,000	75,000	75,000
CAP Water Rights	-	-	1,876,705	1,876,705	1,876,705
TOTAL CAPITAL OUTLAY	\$ 17,080,950	\$ 17,395,924	\$ 10,876,055	\$ 8,574,805	\$ 8,574,805

TOWN OF ORO VALLEY
WATER COMPANY ACQUISITION
ENTERPRISE FUND
FISCAL YEAR 2005-2006

DEPARTMENTAL SERVICES:

This fund has been created to account for the possible acquisition and operation of water systems lying within the Town boundaries that are not currently owned by the Town.

MISSION STATEMENT:

Not Applicable.

PERFORMANCE GOALS:

Not Applicable.

2005-06 BUDGET REQUEST JUSTIFICATION:

Funds will be required to purchase the assets from water providers and to construct improvements that will allow those water systems to be connected to the Oro Valley Water system.

