

PURSUANT TO A.R.S. §38-431.01, THE GILA COUNTY BOARD OF SUPERVISORS WILL HOLD AN OPEN MEETING IN THE SUPERVISORS' AUDITORIUM, 1400 EAST ASH STREET, GLOBE, ARIZONA. ONE OR MORE BOARD MEMBERS MAY PARTICIPATE IN THE MEETING BY TELEPHONE CONFERENCE CALL OR BY INTERACTIVE TELEVISION VIDEO (ITV). **ANY MEMBER OF THE PUBLIC IS WELCOME TO ATTEND THE MEETING VIA ITV WHICH IS HELD AT 610 E. HIGHWAY 260, BOARD OF SUPERVISORS' CONFERENCE ROOM, PAYSON, ARIZONA.** THE AGENDA IS AS FOLLOWS:

WORK SESSION - TUESDAY, FEBRUARY 23, 2016 - 10:00 A.M.

1. **CALL TO ORDER - PLEDGE OF ALLEGIANCE**

2. **REGULAR AGENDA ITEMS:**
 - A. Presentation and discussion of the schedule and assumptions established for the FY2017 Gila County preliminary budget. **(Don McDaniel/Jeff Hassenius)** Discussed

 - B. Discussion of the proposed issues to be addressed during the current session of the Arizona State Legislature. **(Don McDaniel/Jacque Sanders)** Discussed

3. **CALL TO THE PUBLIC:** Call to the Public is held for public benefit to allow individuals to address the Board of Supervisors on any issue within the jurisdiction of the Board of Supervisors. Board members may not discuss items that are not specifically identified on the agenda. Therefore, pursuant to Arizona Revised Statute §38-431.01(H), at the conclusion of an open call to the public, individual members of the Board of Supervisors may respond to criticism made by those who have addressed the Board, may ask staff to review a matter or may ask that a matter be put on a future agenda for further discussion and decision at a future date. No Comments

4. At any time during this meeting pursuant to A.R.S. §38-431.02(K), members of the Board of Supervisors and the County Manager may present a brief summary of current events. No action may be taken on information presented. Presented

IF SPECIAL ACCOMMODATIONS ARE NEEDED, PLEASE CONTACT THE RECEPTIONIST AT (928) 425-3231 AS EARLY AS POSSIBLE TO ARRANGE THE ACCOMMODATIONS. FOR TTY, PLEASE DIAL 7-1-1 TO REACH THE ARIZONA RELAY SERVICE AND ASK THE OPERATOR TO CONNECT YOU TO (928) 425-3231.

THE BOARD MAY VOTE TO HOLD AN EXECUTIVE SESSION FOR THE PURPOSE OF OBTAINING LEGAL ADVICE FROM THE BOARD'S ATTORNEY ON ANY MATTER LISTED ON THE AGENDA PURSUANT TO A.R.S. §38-431.03(A)((3).

THE ORDER OR DELETION OF ANY ITEM ON THIS AGENDA IS SUBJECT TO MODIFICATION AT THE MEETING.

ARF-3633

2. A.

Work Session

Meeting Date: 02/23/2016

Submitted For: Don McDaniel Jr., County Manager

Submitted By: Marian Sheppard, Clerk of the Board

Department: County Manager

Information

Request/Subject

FY2017 Preliminary Budget Preparation

Background Information

Each year the County undergoes an internal process to develop a countywide budget for the upcoming fiscal year (July-June) to be presented to the Board of Supervisors for approval.

Evaluation

The Finance Department has developed a schedule and assumptions for the budget process that needs to be discussed with the Board of Supervisors.

Conclusion

The Board of Supervisors needs to be apprised of the status of the County's internal process for developing the Gila County 2016-2017 fiscal year budget.

Recommendation

N/A

Suggested Motion

Presentation and discussion of the schedule and assumptions established for the FY2017 Gila County preliminary budget. **(Don McDaniel/Jeff Hessianus)**

Attachments

FY16-17 Preliminary Budget Preparation Schedule

Gila County
Schedule for Preparation of FY 2016 -2017 Budget and Associated Tax Rates

Day of Week	Date	Action	Completed By	Submit To
Wed	10-Feb	Revenue range determination and Property Tax collection affect	Assessor	Finance
Tues	23-Feb	Work Session with Budget Review Team and Board of Supervisors (BOS)	Budget Review Team	BOS
Thur	10-Mar	Budget Kickoff Meeting / Quarterly Leadership Meeting	Finance	Leadership
Fri	25-Mar	Submit Department/Office Capital Budget	Depts/Offices	Finance
Fri	25-Mar	Submit Plans for Internal Service Fund Expenditures Includes: Fleet, Fuel, Facilities.	Public Works	Finance
Fri	1-Apr	Finalize Distribution of Internal Service Expenditures	Finance	Depts/Offices
Fri	1-Apr	Submit Departments Staffing Requirements & Operating Expenditures	Depts/Offices	Finance
Week of May 2		Department/Office Presentations to Budget Review Team	Budget Review Team	Depts/Offices
Fri	27-May	Tentative Department/Office Budgets Completed	Depts/Offices	Finance
Tues	21-Jun	Adoption of Tentative Budget	Finance	BOS
Fri	24-Jun	Budgets Complete from Special Districts	Special Districts	Finance
Wed	29-Jun	Public Forum - Payson	Budget Review Team	
Thu	30-Jun	Public Forum - Globe	Budget Review Team	
Tue	26-Jul	Adoption of Final Budget (Special Meeting)	Finance	BOS
Mon	15-Aug	Certification of Tax Rates	Finance	BOS

GILA COUNTY

FY2017 BUDGET VARIABLES, ASSUMPTIONS & POLICIES

FY2016/2017 BUDGET VARIABLES

- Net Assessed Value (NAV) of Property
- Property Tax Levy Limit
- County Property Tax Rate
- Medical Insurance Costs
- Liability Insurance Costs
- Employer Paid Employee Retirement Costs
- Annual Employee Consumer Price Index Salary Increases
- Annual Employee Performance Salary Increases
- Planned Capital Improvement Projects
- County Transportation Excise Tax (1/2 cent)
- Highway User Revenue Fund (HURF)
- Payments In-lieu of Taxes (PILT) Reauthorization
- Variation in Transaction Privilege Tax (TPT) Revenue
- State Legislative Mandates, Sweeps or Paybacks
- Number of Full Time Equivalent (FTE) Employees
- Staffing Vacancy Factor

FY2016/2017 RECOMMENDED BUDGET ASSUMPTIONS

- Develop and Present a Balanced Budget
- Maintain Public Service Levels of All Elected Offices and Appointed Departments
- 3% Increase in Assessed Property Valuation (NAV)
- 3.3% Increase in NAV Related to New Construction
- Maintain County Primary Property Tax Rate of \$4.19
- Property Tax Levy Increases by approximately 4%
- Employer Paid Employee Medical Insurance Costs Increase \$29.19 for Individual & \$58.00 for Family Coverage
- Employer Paid Employee Retirement Payments Average Increase 3%
- Employees Receive 1.8% CPI Salary Increase (Full Fiscal Year)
- Employees Receive Average 2.5% Performance Increase (One Half Fiscal Year)

- Approximately \$5M in Capital Improvement Projects Proposed
- Transportation Excise Tax to Continue at \$1.5M
- PILT to Continue at Historic Levels of \$3M
- Transaction Privilege Tax Revenue Continues at \$5M
- State of Arizona Will Continue Approximately \$500,000 of Cost Shifts in: Judicial Salaries; Indigent Defense; HURF to DPS; Juveniles Housed at DJC; Department of Revenue Costs.
- Maintain Staffing Levels at Previously Reduced FTE Levels

FY2016/2017 RECOMMENDED BUDGET POLICIES

- County Will Maintain the Existing Primary Property Tax Rate
- County Will Increase Property Tax Levy by Amount Caused by New Construction
- County Will Fund Liability Insurance Cost Increases
- County Will Fund Employee Retirement Benefit Cost Increases Including Make Up Costs for PSPRS and CORP
- County Will Fund Employee CPI Salary Increase
- County Will Fund Employee Performance Salary Increase
- County Will Fund \$2M In Capital Improvement Projects
- County & Employees Will Fund Medical Insurance Cost Increases (50/50 Split)
- County Will Absorb Any New Cost Shifts From the State
- Elected Officials and Appointed Department Heads Continue to Manage Staffing Levels (FTE) & Salaries Within the FY16 Authorized Position List & Funding Levels

FY16/17 BUDGET KICKOFF AND
GILA COUNTY QUARTERLY LEADERSHIP MEETING

ELECTED OFFICIALS AND APPOINTED DEPARTMENT HEADS

Board of Supervisors Hearing Room
March 10, 2016 – 9:00 am – 11:00 am

A G E N D A

- A. Budget Kickoff Presentation BOS Administrative Staff (agenda attached to transmittal email)**
- B. Leadership Accomplishments, Challenges, and “Heads Up”**
- 1. Superior Court, Presiding Judge Timothy Wright**
 - Division I Judge Bryan Chambers
 - Court Administration/Probation/Juvenile Detention, Kendall Rhyne
 - 2. Clerk of the Court, Anita Escobedo**
 - 3. Globe Justice of the Peace, Jess Bolinger**
 - 4. Payson Justice of the Peace, Dorothy Little**
 - 5. Globe Constable, Ruben Mancha**
 - 6. Payson Constable**
 - 7. Sheriff, Adam Shepherd**
 - 8. Attorney, Brad Beauchamp**
 - 9. Assessor, Deborah Hughes**
 - 10. Recorder, Sadie Bingham**
 - 11. School Superintendent, Linda O’Dell**
 - 12. Treasurer, Debi Savage**
 - 13. Board of Supervisors**
 - Michael Pastor, Chair
 - Tommie Martin, Vice Chair
 - John Marcanti, Member
 - 14. County Administration – Don McDaniel, Michael Scannell, Jacque Griffin, Shelley McPherson, Jeff Hessenius, Michael O’Driscoll, Malissa Buzan, Scott Buzan, Steve Sanders, Janice Cook, Tiffany Poarch, Kelly Riggs, Marian Sheppard, Eric Mariscal**
- C. Future 2016 Gila County Leadership Meetings: MARK YOUR CALENDARS**
June 23, September 22, and December 15

BUDGET KICKOFF PRESENTATION

03/10/16 at 9:00 am

Agenda

- 1) Welcome Elected Officials and Appointed Department Heads

- 2) Presentation
 - ✓ Financial Update – A Brief Look Back
 - ✓ Financial Outlook
 - ✓ Financial Issues Affecting Gila County's Future

- 3) 2016/2017 Recommended Budget Assumptions
 - ✓ Property assessed valuations have increased for the 2nd Year in a Row
 - ✓ No proposed change in the County property tax rate
 - ✓ Increases in Pay (Consumer Price Index & Pay for Performance)
 - ✓ Increases in Retirement Costs
 - ✓ Increased Insurance Costs
 - ✓ Increases in State unfunded mandates and revenue sweeps
 - ✓ Countywide Budget needs to be adjusted to absorb increases
 - No countywide mandatory reductions in either budgets or personnel
 - Departmental reduction plans may include reorganizations
 - Departmental reorganizations may include position reclassifications
 - No new programs unless accompanied by new guaranteed funding
 - ✓ If Countywide a balanced budget is achieved
 - Continue CPI Pay Increase to Employees
 - Continue Performance Pay Increase to Employees

- 4) Timeline for 2016/2017 Budget Preparation, Review and Adoption

- ✓ Kickoff Meeting (Today)
- ✓ Departmental & Individual Training Sessions Available
- ✓ Submittal Date to Finance
- ✓ Departmental Meetings with Administrative Team
- ✓ Payson Open Public Forum
- ✓ Globe Open Public Forum
- ✓ Tentative Budget Approval
- ✓ Final Budget Adoption
- ✓ Adoption of Tax Rate

5) Budget Submittal Forms Available on **New World**

6) Questions and Answers

7) Adjournment

ARF-3634

2. B.

Work Session

Meeting Date: 02/23/2016

Submitted For: Jacque Sanders, Asst. County Manager/Librarian

Submitted By: Marian Sheppard, Clerk of the Board

Department: Asst County Manager/Library District

Information

Request/Subject

Proposed State Legislative Discussion

Background Information

The fifty-second Legislature - second regular session of the Arizona State Legislature has been convened.

Evaluation

It is important for County staff to meet with the Board of Supervisors to discuss the issues that affect Arizona counties; Gila County especially, so that any issues or concerns of the counties can be presented to the Arizona State Legislature for consideration.

Conclusion

It is important to discuss the issues affecting Gila County that need to be addressed during the current session of the Arizona State Legislature.

Recommendation

N/A

Suggested Motion

Discussion of the proposed issues to be addressed during the current session of the Arizona State Legislature.

(Don McDaniel/Jacque Sanders)

Attachments

No file(s) attached.
