

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