



Agenda

Budget Committee

Town of Queen Creek
22350 S. Ellsworth Road, Queen Creek, AZ 85142
Town Hall, Council Chambers
May 6, 2013 – 6:00 pm
May 7, 2013 – 6:00 pm

1. **Call to Order**

2. **Items for Discussion and Possible Action**

A. Consideration and possible approval of the March 27, 2013 minutes

B. Discussion and possible approval of the Queen Creek FY2013/14 Operating and Capital Improvement Budget

1. Background information including possible brief review of the 5-year financial plan
2. Operating budgets by department/cost center (General Fund) including not-for-profit budgets
3. Enterprise fund budgets by department/cost center including associated capital improvement projects
4. Other capital improvement and development fund budgets
5. Other Town fund budgets

3. **Announcements**

4. **Adjournment**

Pursuant to A.R.S. Section 38-431.02, notice is hereby given to the members of the Budget Committee and the general public that the Budget Committee will hold a meeting open to the public as set forth above. Dated this 25th day of April 2013.

I, Joy Maglione, do hereby certify that I caused to be posted this 25th day of April 2013, the Agenda for the Budget Committee in the following places: 1) Queen Creek Town Hall; 2) Queen Creek Library; 3) Queen Creek Community Center Bulletin Board.

Joy Maglione, Town Clerk Assistant

The Town of Queen Creek encourages the participation of disabled individuals in the services, activities, and programs provided by the Town. Individuals with disabilities, who require reasonable accommodation in order to participate, should contact the Town Clerk's Office at 480-358-3000.

Budget Committee Minutes
Town of Queen Creek
22358 S. Ellsworth Road
Queen Creek, AZ 85142

DRAFT

March 27, 2013

1. Call to Order

The meeting was called to order at 6:07 p.m. by Council Member Oliphant, Chair.

Committee members present: Council Member Oliphant, Council Member Barnes, Council Member Benning arrived at 6:19 p.m.

Others present: John Kross, Town Manager; Patrick Flynn, Assistant Town Manager/CFO; Samantha McPike, Budget Administrator, Carter Smitherman, auditing firm CliftonLarsonAllen Miranda Welton with CliftonLarsonAllen

2. Items for Discussion and Possible Action

A. Consideration and possible approval of the November 21, 2012 minutes

Council Member Barnes moved to approve the minutes of November 21, 2012. Council Member Oliphant seconded the motion. Motion carried 2-0-1 on a voice vote with Council Member Benning absent.

B. Review of the Town Financial Statements for the 6 months ending December 31, 2012

Assistant Town Manager/CFO Flynn reviewed the Town's 6 month financials. After 4 plus years of the great recession, it is good to show a stellar performance year financially. There were 339 building permits processed for this six month period. There were 55 building permits processed in same six month period last year. The building permit activity which includes development fees and construction sales tax threads its way through the entire financial program. Building revenues stands at almost \$1.6 million which is up almost \$1.2 million from a year ago. Developer reimbursements amount to almost \$2.7 million for the period compared to zero revenues from a year ago. Sales tax is up approximately \$6.5 million which is up 15% from a year ago. We are looking at a net surplus for the fiscal year.

The issue before us is construction sales tax. Of the \$14 million projected sales tax revenue, we should receive \$3 million in construction sales tax. If the construction sales tax gets pulled from the Town, it will have a significant impact. You get back to growth not paying for growth. In 2014 the development fees will be cut in half.

The General Fund is the main revenue fund. The other funds (Water Enterprise Fund, HURF Fund, Town Center Fund, Parks and Recreation Trust Fund and Street Light Improvement Districts) are either required by state statute or we have separated the dollars.

The committee had no questions.

C. Consideration and possible approval to authorize the use of \$55,000 in FY2013 General Fund Contingency account to fund unexpected expenditures at Horseshoe Park and Equestrian Centre (HPEC)

Assistant Town Manager/CFO Flynn said the committee has a request for \$55,000 from the General Fund contingency account to fund unexpected expenditures at HPEC. The current balance in the contingency account is \$440,000. The HPEC fund is tightly budgeted; if there is a hiccup they need to scramble.

Economic Development Director Cott said HPEC has had over the last few months several smaller expenses. A lot of expenses were due to issues from rainfall. They also needed to install a new door for the concession stand based on the recommendation of the Maricopa County Health Department as well as expenses for a new battery and charger for the golf cart. The expenses fall into 2 categories, materials and maintenance.

Council Member Barnes asked for detail on the \$2,000 listed under other expenses. Ms Cott said this includes costs for rental of heavy equipment. They needed a lift truck to take down the sponsorship signs during the inclement weather. They were hit by several storms this winter. The winds came up and tore the signs. The sponsorship signs had to be taken down and we needed to find another alternative to make good for our sponsors. We went to a catwalk with Plexiglas signs. We had a double face sponsorship sign and we had to come up with something that was satisfactory to the sponsors.

Council Member Barnes said there is money left over from professional development. He would like to see that money used for training. General Manager Lynch said he usually attends a seminar at the League of Agricultural along with a couple of his staff members. Just prior to the training, he had family problems and did not feel he could take time off to attend the training. The League reimbursed his registration which is why there is money in this line item.

Council Member Oliphant said you are doing a great job. The budget is lean for the park. She does not see a problem with the authorization of the use of contingency funds.

Council Member Barnes moved to approve the use of \$55,000 in FY 2013 General Fund Contingency account to fund unexpected expenditures at Horseshoe Park and Equestrian Centre (HPEC). Council Member Benning seconded the motion. Motion carried on a 3-0 voice vote.

Town Manager Kross said this item will be scheduled to come before the Town Council next week at their regular meeting. The scheduling of this item was contingent upon approval from the Budget Committee.

D. Review of the Town's preliminary financial forecast for the 5 years beginning July 1, 2013 (FY 13/14)

Assistant Town Manager/CFO Flynn reviewed the annual update to the 5 year financial forecast. We are forecasting 450 permits for next year. For the 4 years after, we are looking at 525 housing permits. The 5 year forecast of revenues includes town sales tax forecasted at \$13.1 million for FY14. We tend to be conservative. When revenues don't come in you have to do mid-year adjustments.

Budget Committee MINUTES

March 27, 2013

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Development fee schedule will decline beginning August 1, 2014. You can see the impact of this reduction in development fees which pays for our debt service from Horseshoe Park & Equestrian Centre (HPEC), the library, to the roads that we have completed.

Council Member Benning was concerned about what it does not reflect which is the change to the Town from the construction sales tax from this legislation. He would like to show the devastating affect in parenthesis.

Council Member Barnes said the sales tax received from the Internet sales will help. Town Manager Kross briefly discussed the internet sales tax. Council Member Barnes was happy to see the League of Cities pushing this. Town Manager Kross said the businesses on the Internet have been getting a tax break.

Mr. Flynn said the motor vehicle tax comes via the state, but is from vehicle license fees. This is not part of the state shared revenue. The other shared revenue is HURF which comes back based on population. Town Manager Kross said our population growth is approximately 7%, and is currently 28,000. Budget Administrator McPike said the HURF and state shared revenue amounts are based on the 10 year census population numbers.

Mr. Flynn reviewed the proposed FY 13/14 financial summary. The net surplus for FY 13/14 is approximately \$2.8 million. A year ago we had a deficit. The \$3 million in construction sales tax is in this memo. This can be changed with a stroke of a pen in the legislation.

The general fund has a surplus of approximately \$4.2 million. Emergency services has shortfall because of property taxes going down. There is an 18 month lag before we see the impact from increased property taxes. We have not included the impact from creating a fire district in this forecast.

The solid waste fund is showing a net loss. We will bring a solid waste program in June which will wipe this loss out. As an enterprise fund, revenues should cover costs.

The general manager at Horseshoe Park and Equestrian Centre keeps looking for more events to bring in revenue, but it will never break even. The park opened in 2009. HPEC has a debt service of approximately \$900,000 a year.

The Town center fund generates \$472,000 and has a net surplus of \$332,000. The drainage and transportation fund is debt service from roads already done. The debt service will need to be paid from the general fund if construction sales tax goes away.

We will put money in reserves from the parks, trails & open space fund. The expense is debt service which is all fixed costs. The library expenditure is \$1,010,000 each year. The debt service is due each year until 2028. We also have building maintenance that is not included here.

The transportation development fund is to pay for bridges and culverts. The railroad crossing is included in this fund.

The fire development fund pays for some of the fire trucks we purchased. This fund is in a net surplus situation.

The public safety development fund pays for a portion of the sheriff contract which includes capital items. The sheriff contract will go up 7% next year.

The net revenue in FY 13/14 is \$2.7 million. This net surplus goes down to \$1.6 million in FY 14/15 and down to a negative situation in FY 17/18. We do not have a forecast of the fire district which will help. Another item not included in the forecast is the acquisition of H2O water. If we pursue a water development fee, that would bring in potential revenue.

E. Discussion and possible action on FY 11/12 Auditor Report and Recommendations

Town Manager Kross said this item is for information purposes only. Audits in general determine the accuracy and control procedures for our financial operations. State statute requires an audit every 2 years however we do an audit every year. We hire an audit firm and change audit firms every 3-4 years for “fresh eyes.” The audit report said we are in a sound financial condition. They have produced recommendations for us. We will review the recommendations with the committee. One recommendation covers staffing and the other recommendation covers the system. We concur with the recommendations. We look at audits to improve the system. Carter Smitherman with the audit firm of CliftonLarsonAllen will discuss their recommendations.

Mr. Smitherman gave background of the audit. They came into the audit in August and did field work. Everyone from the Town was extremely helpful in gathering information. They have given the Town an “unqualified” opinion which is the cleanest. Attachment B is a written letter required to be given to governments. Exhibit A is the communication for internal control findings. We have material weaknesses for internal control. We do not give an opinion on internal controls. A material weakness is something in the internal control that is not working properly where an error could occur and not be detected. The findings are listed 1-9. Town management has drafted a response which was not included in the original report.

- **Item 2012-1 Financial Reportings.** Mr. Smitherman said most towns do a trial balance and the auditing firm will put the draft financial statements together. They are allowed to do that but we need to analyze why the Town cannot do the financial statements. This finding relates to that process. Most municipalities of this size do ask their firm to do this report.

Assistant Town Manager/CFO Flynn said the CAFR is an offshoot of the financial regulations which is part of government accounting standards. The CAFR needs to convert the financial program into business type statements that show profit and loss. It takes a great deal of sophistication to do the CAFR. He applauds the auditors for doing the CAFR. We have always had this finding. He would like to rid ourselves of this finding. We took a reduction in staff and when you don't have money coming in, you have to do things accordingly. We would like to do an audit guide. He would like to obtain outside accounting services. Our controller left the Town and we would like to use these funds for outside services to assist staff. He is introducing a mid-point meeting with the auditor to correct items without getting a finding. He would also like to have an exit interview with the auditors to introduce the Town Manager and Assistant Town Manager into the process.

The auditors came in August and with our small staff we were not prepared for this audit. One of the recommendations is to start the audit in September in order to get ready for the audit. With all of our procedures we are making improvements. Key point is to bring on contract accounting services to get rid of this finding.

Council Member Benning said you mention the vacancy of the controller. As we go through budget, we are going to need to find the balance of contract vs. hiring staff. Will a contract person remove this finding or will we still see this deficiency? Mr. Flynn said when looking at a controller, we would like to get a firm with many skill sets. This is a major opportunity to bring in a contractual company with multiple skill sets however this would not be permanent. Eventually we will need a controller for the Town.

Council Member Barnes said on moving the audit back to September, will that give the auditors enough time to do what they need. Mrs. Smitherman said it should. They need to turn the audit in the month of December. A city this size you should wrap it up in 30 days.

Council Member Oliphant understands it takes a lot of work and thanked staff. It is very important to have the audit. Mr. Smitherman said the key is for the Town to be ready for the audit.

- **Item 2012-2 Project Monitoring.** The Town received money from Maricopa County from an overpayment on a joint construction project. The Town was making payments with the IGA but there was not in place how much of the construction was done.

Assistant Town Manager/CFO Flynn said we concur with this finding. This is part of an audit. We made payments to the county with IGA. We received favorable pricing from the project. It is how things are classified in your reports. We will make sure it is recorded as a current asset or a fixed asset. Town Manager Kross said this project was Ellsworth Road.

- **Item 2012-3 Capital Assets.** This relates to capital contributions from developers. They build the infrastructure and turn over roads, sewer lines, etc. to the Town. Sewer and water are services. When contributions were turned over the Town, they were put on the books as an asset. A portion should be government and a portion should be enterprise. Mr. Flynn said we did put in place a Chief Accountant who will review the schedules and supporting documentation to avoid this in the future.
- **Item 2012-4 Accounts Payable.** Invoices in the wrong year from electricity. This is a year-end cut off issue. It starts with SLIDS, the cost of power is increasing and this will be an issue for street lighting. Mr. Flynn said we concur. We have a practice in place. We have to keep books open. We are going to ask vendors to get invoices to us. We will intensify our efforts.
- **Item 2012-5 Investments.** Mr. Smitherman said the investment balances are not reconciled on a monthly basis. A money market was not in general ledger. At fiscal year end you have to show fair market. If interest from bonds, that interest needs to be included. Mr. Flynn said we concur. We have changed our practices and are doing this on a monthly basis.

- **Item 2012-6 Cash Receipting.** This finding has to do with segregation of duties. You do not want one individual responsible for receiving and reconciling cash receipts. We looked at building permit cash receipts and parks & recreation cash receipts. There was one person responsible for the cash receipts. There was a reorganization with the reduction of staff and even though people are team players we can't let them collect and reconcile cash receipts because of internal controls.

Mr. Flynn said we have since changed our process to get the required separation of duties.

- **Item 2012-7 Cash Receipting.** The check payments received in the mail are opened and forwarded to finance. They are not logged and the checks are not restricted and endorsed. Recommending if checks come in, they need to be restricted for deposit only to the Town's account. Mr. Flynn said we concur with this recommendation and we did immediate follow-up. The procedure is in place.
- **2012-8 Horseshoe Park and Equestrian Center.** When the auditors went out to HPEC, they observed with the short amount of staff, for convenience purpose and for customer service purposes, people wanted to give payment to staff performing the service. They need to go back to a secure place which is the administrative office. Staff should not be accepting cash; they should be directing people to the office. This is a safety issue for staff if they are carrying cash.

Mr. Flynn said we have been working over 18 months to develop HPEC. We concur people need to bring cash payments to the show office. We are working on people using mobile credit card devices like at sporting events. With smaller events we sell the bedding and collect the money. When working with larger event producers, they sell the bedding and the Town gets one check at the end of the event. Again, a well founded recommendation.

Council Member Benning recognizes we could make the promoter responsible. His concern is that our staff would need to be a watch dog. Who is responsible for EMT or Fire being paid? He thinks everything we can do electronically is good, and we should get away from cash payments.

Economic Development Director Cott said we do have internal controls. We lock the stalls when not in use and count bedding each day. We hope the hand held credit card device or one check at the end of the event will help this situation.

Council Member Oliphant said when we talk about bedding and feed, could we have them purchase from us 50 bales and the event producers are responsible for collecting the money. Ms. Cott said a lot of shows reserve certain number of stalls and bedding. With the larger shows, the promoters have volunteers to keep track of the bedding purchased.

- **2012-9 Horseshoe Park and Equestrian Center.** This has to do with the contracts that are entered into for various events. Some of these contracts have services such as advertising or building a fence in lieu of cash. There are several contracts where the Town is not getting

cash. The only way the finance department is going to know about these instances is if you tell the finance department. There just needs to be a communication process. Mr. Flynn has concerns with this and has asked staff to provide information to the finance department to get it properly on the books. The auditors are looking at services that are \$40-50,000 in lieu of cash. Mr. Flynn said we have a process now.

Council Member Oliphant said with the hundreds of transactions that go on, our staff is doing a great job with going forward to correct these issues.

Assistant Town Manager/CFO Flynn thanked the auditors. The key is the unqualified opinion.

3. Announcements

The next Budget Committee meeting is scheduled for May 6.

4. Adjournment

Council Member Barnes moved to adjourn; Council Member Benning seconded the motion. Motion carried unanimously. Council Member/Chair Oliphant adjourned the meeting at 8:14 p.m.

TOWN OF QUEEN CREEK

Council Member Oliphant, Chair

ATTEST:

Marsha Hunt, Sr. Administrative Assistant

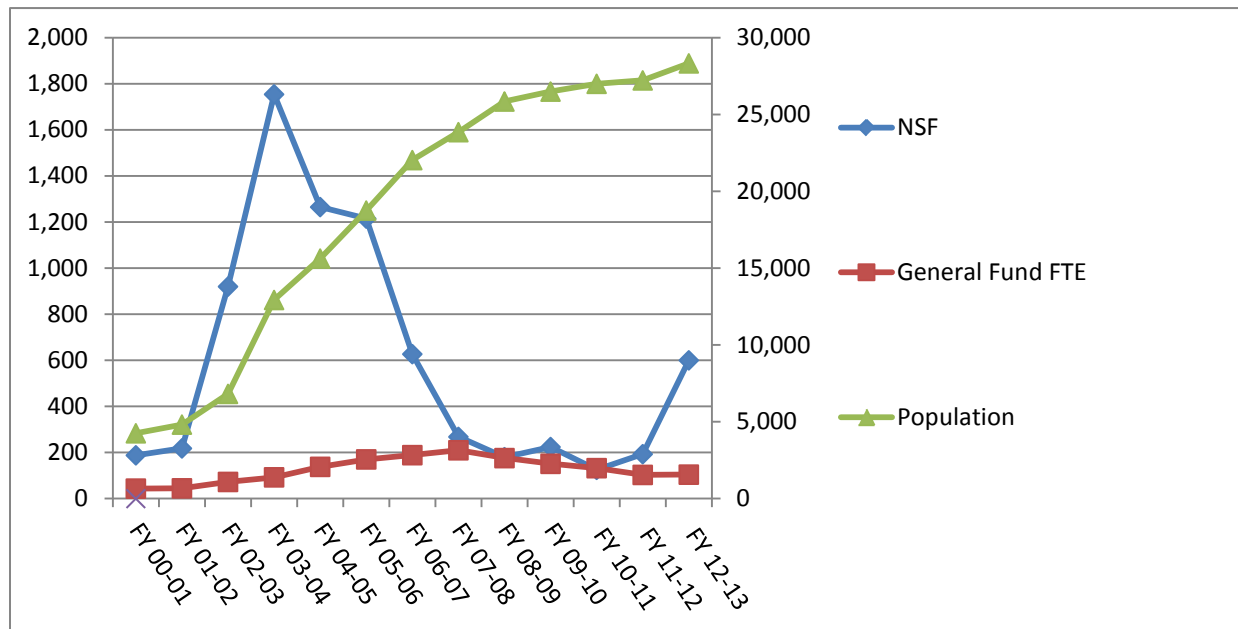
I, Marsha Hunt, do hereby certify that, to the best of my knowledge and belief, the foregoing minutes are a true and correct copy of the minutes of the March 27, 2013 meeting of the Queen Creek Town Budget Committee. I further certify that the meeting was duly called and that a quorum was present.

Marsha Hunt, Sr. Administrative Assistant

Passed and approved on _____, 2013.

Budgetary Changes FY 00/01 – FY 12/13

Fiscal Year	NSF	General Fund FTE	Population	General Fund Budget
FY 00-01	188	43.5	4,254	\$ 2,655,612
FY 01-02	218	44.75	4,820	\$ 2,810,090
FY 02-03	920	72.5	6,818	\$ 5,337,172
FY 03-04	1,754	92.5	12,929	\$ 10,144,073
FY 04-05	1,265	137.94	15,624	\$ 14,631,766
FY 05-06	1,215	170.29	18,748	\$ 30,730,105
FY 06-07	627	188.74	22,032	\$ 29,846,950
FY 07-08	268	209.95	23,850	\$ 30,265,541
FY 08-09	180	175.93	25,844	\$ 22,101,198
FY 09-10	224	151.1	26,490	\$ 20,076,278
FY 10-11	125	132.3	26,996	\$ 17,876,805
FY 11-12	193	103	27,218	\$ 19,814,185
FY 12-13	600+	104.2	28,326	\$ 22,225,136 *



* Includes transfer out of \$5.9 million to cover debt service in other funds - General fund operating budget is \$16.3 million

Past Budgets

Where we have been....

- FY 06/07 – 15% cut to the General Fund
- FY 08/09 – 20% cut to the General Fund (we had to close a \$5M gap)
- FY 09/10 – 15% cut to the General Fund (\$3.1M gap)
- FY 10/11 – 11% cut to the General Fund (\$1.9M gap)
- FY 11/12 - \$4.7M cut to all funds

Summary – Reduced the budget from \$90M in FY10/11 to \$60.9M in FY 11/12 – a 33% overall budget reduction

- FY 12/13 - \$566,000 gap addressed with modified water fees, efficiencies realized in hybrid approaches to Grounds Maintenance and Fleet, and use of unrestricted General Fund fund balance

Summary - Town budget remained flat - \$60.9M in FY 11/12 to \$59.8M in FY 12/13

Guiding Principles Behind the Town Manager Recommended Budget

Globally

- Fiscal Sustainability
- Organization Integrity

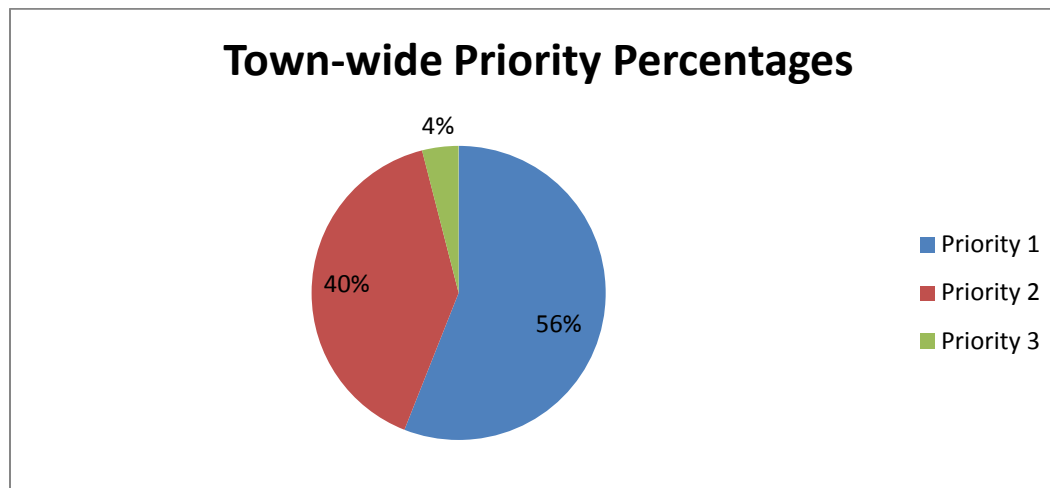
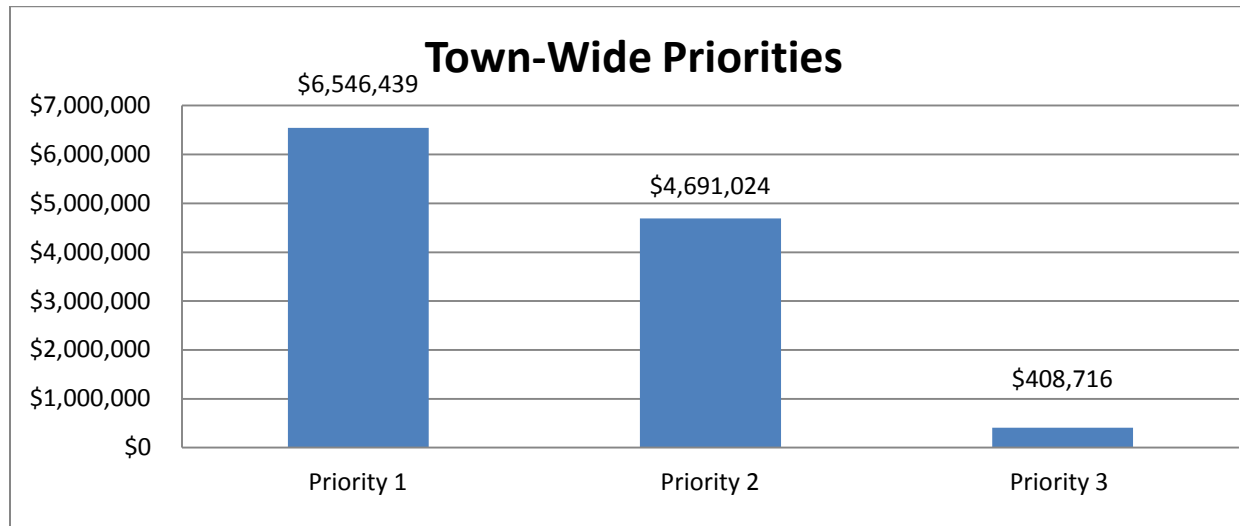
Strategic Initiatives

- Address structural budget challenges by reducing long-term costs so that these costs do not exceed revenue growth
- Balance revenue streams so that not too reliant on unstable revenues or those susceptible to political (state) interference
- Priorities our resources to Core Services
- Ensure use of unrestricted reserve is tied to one-time expenses and strategically consider reserves for needed ongoing gaps in public safety program

Core Services Priorities (FY 12/13)

Priority

- 1 = **Must Have** - Legally mandated by statute, contract agreements, certain public health & safety services
- 2 = **Should Have** - Reflects key goals of Town - Revenue generators, Council expected services, needed to keep the Town viable
- 3 = **Nice to Have** - Nice to provide services - Everything else



Organization – Staffing by Department

Department	FY 09-10 Actual	FY 10-11 Actual	FY 11-12 Actual	FY 12-13 Adopted	Revised FY12-13 and FY13-14 Budget Base	FY13-14 Town Manager Recommended
Mayor and Town Council	7	7	7	7	7	7
Town Manager, Clerk, Legislative & Legal Services	9	6.25	6	6	7	7
Management Services	30.36	33.1	15	13.1	15.1	15.1
Workforce & Technology	15	12	11.5	11.5	9.3	10.3
Economic Development	8	13.45	10.5	12	13.5	15.5
Development Services	81.74	70.25	49.86	56.2	59.12	69.12
Utilities	31.49	33.99	26.47	25	25	26
Emergency Services	34.5	34.75	32.5	32.5	32.5	34.5
Total Full Time Employees	217.09	210.79	158.83	163.3	168.52	184.52
% increase/decrease	-8.29%	-2.90%	-24.65%	2.81%	3.20%	9.49%

Policy Issues - (FY 13/14 and Beyond)

Issue	Town Manager Recommendation
1) Current Development and Building Uptick <ul style="list-style-type: none"> • Customer Service/Turnaround Times <ul style="list-style-type: none"> ○ Staffing/Capacity Issues • Efficiency <ul style="list-style-type: none"> ○ Quality Assurance ○ Technology Issues 	See supplemental budget recommendations that are part of the Development Services budget. Besides additional staffing to address the significant building uptick, I am proposing replacing our LIS/IVR software within the department.
2) Legislative Issues <ul style="list-style-type: none"> • Construction Sales Tax 	Although this issue remains outstanding as of this date, we are more optimistic as to how the legislature bill is proceeding. We anticipate seeing a study on construction sales tax (CST) and the impact on state and local government over the next year. Despite this, I have included a \$500,000 reserve for future CST impacts in the recommended budget. This contemplates the CST issue moving forward and reflects the elimination of the state-shared revenue amount for the Town (estimated).
3) Town-wide Organizational Capacity	See supplemental requests in several departments. I am also recommending \$30,000 for a service optimization study to evaluate the issue.
4) Employee Compensation and Benefit Issues <ul style="list-style-type: none"> • Employee Turnover 	Included in the recommended budget is full restoration of pay for staff plus bringing back the 1-3% merit pay program. In addition, I am recommending a \$40,000 compensation and class study be done in this area. Also included in the base, is \$130,000 which reflects the results of Bruce Gardner's market review/adjustment for 26 positions.
5) Horseshoe Park & Equestrian Centre <ul style="list-style-type: none"> • Funding – Contingent Funds 	\$50,000 included in the base budget and reflective of recent Council discussions on the issue. Contingency requests require Council approval.
6) Town-wide Technology Initiative	Included in the recommended budget is several pieces of software including a "Vertical Desktop" software as well as replacement of the LIS/IVR software within the Development Services program. These technologies are needed for upgrades, maintenance and efficiencies.
7) Unfunded Capital Improvement Projects	With development fee rates scheduled to decline beginning August, 2014, this will become more of an issue for us. The Town will need to consider alternative revenue sources (for example a bond election) if capital projects are to get done in the future. Given the large Federal deficits as well as State funding issues, grant programs and the like are becoming less of a source for money.
8) Not-For-Profit Funding	Included in the budget are funding recommendations for programs that have previously received money from the Town (Chamber of Commerce, Performing Arts Center). We did receive requests from new groups for funding; however I am recommending no funding at this time until a much larger policy discussion occurs with the Town Council.
9) Rate and Fee Increases	Included in the budget is a 10% building fee increase, effective January 1, 2014. Fees here were last modified in 2008 and given the increased building demand, plus the improvements in service and technology, a fee change is warranted. In addition, we have a projected shortfall in our Solid Waste program. We are at the end of our 3-year program in which the solid waste fee remained fixed for this period. With increasing costs, a fee change is due. We will be bringing a proposed solid waste fee adjustment to Council in June, with an anticipated effective date in September.

Long Range Financial Plan Assumptions

1. Revenues

- a. Town Sales Tax
 - i. 3 month moving average, 2.9% added for projected growth
 - ii. Town Center additional 5% growth projection
- b. Construction Sales Tax
 - i. 3 month moving average
 - ii. 10% growth projection
- c. Property Tax – based on assessed value
- d. Impact Fees based on NSF of 450 FY 2013/2014, 525 fiscal years 2015-2018 and moderate commercial
 - i. FY15 fee reduction based on partial credit method
- e. State Shared – JLBC 4 sector projections (projection from League due in March)
- f. Building revenue – regression analysis trending
- g. Utilities
 - i. Solid Waste – based on current rate schedule
 - ii. Water & Sewer assumption based on 6-year program approved by council in FY11-12

2. Expenditures

- a. General Fund
 - i. Sales Tax Rebate – assume 5% growth
 - ii. Transfers Out – sewer \$500K year 2 of 3 (based on sewer approved program)
 - iii. Contingency built in at 3% - moving based on total expenditures
 - iv. Not for profit funding included in base at \$235,450
 - v. Contractual services 4% annually – based on actual contracts as prudent
 - 1. Legal 5% annually
 - vi. Fees and services, materials, professional development 3% annually
 - vii. Salary & Fringes
 - 1. 10% health
 - 2. ASRS increase from 11.14% to 11.54%
 - 3. Pay restoration of 4.75%
 - 4. Merit system 1-3% based on performance review date
 - viii. Utilities 6% - due to increase in Town street lighting and SRP rate increases
- b. Sewer
 - i. Debt service according to schedule
 - ii. Contingency built in at 3% - moving based on total expenditures
 - iii. Department Support based on analysis of cost
 - iv. Same Commodity and Salary & Fringe assumptions as General Fund

- c. Solid Waste
 - i. Department Support based on analysis of cost
 - ii. Same Commodity and Salary & Fringe assumptions as General Fund
- d. Water
 - i. Contingency built in at 3% - moving based on total expenditures
 - ii. Transfer Out – sewer \$250K year 2 of 4 (based on sewer approved program)
 - iii. Department Support based on analysis of cost
 - iv. Same Commodity and Salary & Fringe assumptions as General Fund
 - v. Debt service according to schedule
- e. Drainage & Transportation
 - i. Debt Service
 - ii. Maricopa County Flood Control District repayment FY15-17
 - iii. Street Light Improvement District's from SRP FY18
- f. HURF
 - i. Expenditures match revenue – pavement maintenance program not in accordance with 5-year plan
- g. Town Center – continuation of QC Inc and Façade program at \$100K
- h. Street Light Improvement District's – assuming new sub-divisions and rate increase
- i. Development Fee Funds – debt service only in base long range
- j. Fire
 - i. Contingency built in at 3% - moving based on total expenditures
 - ii. Department Support based on analysis of cost
 - iii. Same Commodity assumptions as General Fund
 - iv. Salary & Fringes have taken into account 6.2% increase in addition to pay restoration and merit implementation
 - v. PS-ASRS increase from 9.55% to 10.35%
- k. HPEC
 - i. Contractual services 10% FY14 – 4% annually thereafter
 - ii. Materials, equipment leases, repairs and maintenance set at actual needs to run park at current event level approx.
 - iii. Utility, Salary & Fringes same assumptions as General Fund
 - iv. Department Support based on analysis of cost

Town's Major Revenue Sources

5-Year Projection

Major Revenue	FY14 Projection	FY15 Projection	FY16 Projection	FY17 Projection	FY18 Projection
Town Sales Tax *	13,119,000	13,755,000	13,907,000	14,061,000	14,216,000
State Sales Tax	2,278,000	2,392,000	2,511,000	2,637,000	2,769,000
Income Tax	2,941,000	3,098,000	3,301,000	3,499,000	3,639,000
Motor Vehicle Tax	879,000	896,000	914,000	932,000	951,000
Development Fees	6,984,000	4,670,000	4,483,000	4,520,000	4,520,000
Building Related Revenue	2,461,000	2,510,000	2,585,000	2,663,000	2,743,000
Property Tax	3,629,000	3,919,000	4,233,000	4,444,000	4,667,000
HURF	1,487,000	1,532,000	1,578,000	1,625,000	1,674,000
Water	9,850,000	10,026,000	10,218,000	10,415,000	10,616,000
Sewer	3,920,000	4,394,000	4,925,000	5,520,000	6,127,000
Solid Waste	1,714,000	1,747,000	1,860,000	1,973,000	2,087,000

* Includes all Town sales tax and construction sales tax

Town of Queen Creek
Long Range Finance Plan
Five Year Revenue and Expense Projections

	FY14	FY15	FY16	FY17	FY18
	Projected	Projected	Projected	Projected	Projected
NSF	450	525	525	525	525
GENERAL FUND (REVENUE)					
DEPARTMENTAL SUPPORT REVENUE	1,381,000	1,422,000	1,465,000	1,509,000	1,554,000
CITY SALES TAX	10,160,000	10,360,000	10,464,000	10,569,000	10,674,000
SALES TAX RECOVERY	60,000	60,000	60,000	60,000	60,000
BUSINESS LICENSES	70,000	73,000	76,000	79,000	82,000
BUILDING REVENUES	2,461,000	2,510,000	2,585,000	2,663,000	2,743,000
LIQUOR LICENSE	3,000	3,000	3,000	3,000	3,000
STATE SALES TAX	2,278,000	2,392,000	2,511,000	2,637,000	2,769,000
INCOME TAX - URBAN REVENUE SHR	2,941,000	3,098,000	3,301,000	3,499,000	3,639,000
MOTOR VEHICLE TAX	879,000	896,000	914,000	932,000	951,000
TOWN FACILITY RENTALS	147,000	149,000	152,000	155,000	159,000
CELL TOWER RENTALS	99,000	100,000	91,000	94,000	97,000
RECREATION USER FEES	140,000	143,000	146,000	149,000	152,000
INTEREST INCOME	225,000	225,000	225,000	225,000	225,000
GAS FRANCHISE REV	67,000	68,000	70,000	71,000	73,000
CABLE LICENSING FEE	152,000	155,000	158,000	161,000	165,000
MISCELLANEOUS REVENUE	100,000	100,000	100,000	100,000	100,000
FUND BALANCE	500,000	500,000	0	0	0
General Fund Revenue	21,659,000	22,255,000	22,321,000	22,905,000	23,443,000
GENERAL FUND (EXPENDITURES)					
TOWN COUNCIL	200,000	210,000	217,000	225,000	234,000
TOWN MANAGER	798,000	856,000	902,000	950,000	1,003,000
TOWN CLERK	231,000	216,000	258,000	241,000	284,000
MANAGEMENT SERVICES	1,280,000	1,367,000	1,433,000	1,506,000	1,584,000
DEVELOPMENT SERVICES	5,488,000	5,844,000	6,137,000	6,457,000	6,801,000
WORKFORCE & TECHNOLOGY	1,448,000	1,532,000	1,602,000	1,676,000	1,756,000
ECONOMIC DEVELOPMENT	960,000	1,021,000	1,070,000	1,122,000	1,178,000
UTILITIES	784,000	831,000	881,000	934,000	990,000
LEGAL	354,000	372,000	390,000	410,000	430,000
NON DEPARTMENTAL	2,732,000	3,038,000	3,391,000	3,796,000	4,262,000
General Fund Operating Expenditures	14,571,000	15,362,000	16,367,000	17,412,000	18,630,000
CONTINGENCY	498,000	523,000	540,000	573,000	612,000
PAY RESTORATION	280,000	286,000	291,000	297,000	303,000
TRANSFER TO EMERGENCY SERVICES - SHERIFF CONTRACT	1,513,000	1,573,000	1,636,000	1,702,000	1,770,000
TRANSFER TO WASTE WATER	500,000	500,000	0	0	0
Variance	4,297,000	4,011,000	3,486,000	2,921,000	2,129,000
SEWER UTILITY ENTERPRISE / WASTE WATER					
SEWER USER FEES	3,920,000	4,394,000	4,925,000	5,520,000	6,127,000
DEVELOPMENT IMPACT FEES	2,328,000	1,389,000	1,403,000	1,389,000	1,389,000
TRANSFER IN	750,000	750,000	250,000	0	0
FUND BALANCE	0	0	0	0	0
Sewer / Waste Water Revenue	6,998,000	6,533,000	6,578,000	6,910,000	7,517,000
Sewer / Waste Water Expenditures	5,586,000	5,779,000	5,815,000	5,853,000	5,894,000
Reserves	1,412,000	754,000	763,000	1,057,000	1,623,000
Variance	0	0	0	0	0
SOLID WASTE					
RECYCLING REVENUE	20,000	22,000	23,000	25,000	27,000
CARTS FEES	68,000	79,000	79,000	79,000	79,000
USER FEES	1,626,000	1,646,000	1,758,000	1,869,000	1,980,000
FUND BALANCE	0	0	0	0	0
Solid Waste Revenue	1,714,000	1,747,000	1,860,000	1,973,000	2,087,000
Solid Waste Expenditures	1,818,000	1,889,000	1,958,000	2,031,000	2,108,000
Variance	(104,000)	(142,000)	(98,000)	(58,000)	(21,000)

Town of Queen Creek
Long Range Finance Plan
Five Year Revenue and Expense Projections

	FY14	FY15	FY16	FY17	FY18
	Projected	Projected	Projected	Projected	Projected
QUEEN CREEK WATER					
HOOKUP FEES	400,000	400,000	400,000	400,000	400,000
ESTABLISHMENT & SERVICE FEES	33,000	36,000	39,000	42,000	45,000
METER SALES	108,000	117,000	126,000	136,000	147,000
WATER SALES	8,805,000	8,980,000	9,160,000	9,340,000	9,530,000
FIREFLOW COMMERCIAL	25,000	25,000	25,000	25,000	25,000
FIREFLOW RESIDENTIAL	15,000	15,000	15,000	15,000	15,000
IRRIGATION SALES	225,000	225,000	225,000	225,000	225,000
SEWER SALES	168,000	157,000	157,000	157,000	157,000
SOLID WASTE SALES	32,000	32,000	32,000	32,000	32,000
INTEREST INCOME	19,000	19,000	19,000	19,000	19,000
MISCELLANEOUS REVENUE	20,000	20,000	20,000	20,000	20,000
FUND BALANCE	0	0	0	0	0
Queen Creek Water Revenue	9,850,000	10,026,000	10,218,000	10,415,000	10,616,000
Queen Creek Water Expenditures	8,762,000	9,209,000	9,435,000	9,412,000	9,677,000
Variance	1,088,000	817,000	784,000	1,003,000	939,000
DRAINAGE & TRANSPORTATION					
DEVELOPER CONTRIBUTION REVENUE	0	0	0	0	0
REIMBURSEMENT FROM DEVELOPER	0	0	0	0	0
GRANTS/TRUSTS	0	0	0	0	0
GOVERNMENT AGENCY REIMBURSEMENT	0	0	0	0	0
CONSTRUCTION SALES TAX 2%	1,317,000	1,707,000	1,707,000	1,707,000	1,707,000
INTEREST INCOME	0	0	0	0	0
TRANSFER IN	554,000	779,000	660,000	677,000	677,000
FUND BALANCE	0	0	0	0	0
Drainage & Transportation Revenue	1,871,000	2,486,000	2,367,000	2,384,000	2,384,000
Drainage & Transportation Expenditures	2,701,000	3,081,000	2,890,000	2,888,000	3,904,000
Variance	(830,000)	(594,000)	(523,000)	(504,000)	(1,520,000)
STREET PROJECTS-HURF					
PINAL COUNTY TAX COLLECTION	0	0	0	0	0
HURF FUNDS	1,487,000	1,532,000	1,578,000	1,625,000	1,674,000
FUND BALANCE	0	0	0	0	0
Street Projects-HURF Revenue	1,487,000	1,532,000	1,578,000	1,625,000	1,674,000
Street Projects-HURF Expenditures	1,487,000	1,532,000	1,578,000	1,625,000	1,674,000
Variance	0	0	0	0	0
TOWN CENTER					
SALES TAX=.25%	435,000	457,000	480,000	504,000	529,000
TOWN FACILITY RENTALS	30,000	30,000	30,000	30,000	30,000
SIGNAGE REVENUE	7,000	7,000	7,000	8,000	8,000
CONTRIBUTIONS/DONATION	0	0	0	0	0
FUND BALANCE	0	0	0	0	0
Town Center Revenue	472,000	494,000	517,000	541,000	567,000
Town Center Expenditures	140,000	40,000	40,000	40,000	40,000
Variance	332,000	454,000	477,000	501,000	527,000
ST. LIGHTING DISTRICT-SLIDS					
SLID ESTABLISHMENT FEE RECOVER	24,000	24,480	24,960	25,440	25,980
ASSESSMENT TAX	400,000	408,000	416,000	424,000	433,000
St. Lighting District-Slids Revenue	424,000	432,000	441,000	450,000	459,000
St. Lighting District-Slids Expenditures	424,000	432,000	441,000	450,000	459,000
Variance	0	0	0	0	0
PARKS, OPEN SPACE RECREATION					
DEVELOPMENT IMPACT FEES	1,946,000	664,000	664,000	664,000	664,000
Parks, Open Space Recreation Revenue	1,946,000	664,000	664,000	664,000	664,000
Parks, Open Space Recreation Expenditures	1,163,000	1,160,000	1,161,000	1,162,000	1,160,000
Reserves	784,000	0	0	0	0
Variance	0	(496,000)	(497,000)	(498,000)	(496,000)
TOWN BUILDING & VEHICLES DEVEL					
DEVELOPMENT IMPACT FEES	818,000	760,000	762,000	785,000	785,000
Town Building & Vehicles Devel Revenue	818,000	760,000	762,000	785,000	785,000
Town Building & Vehicles Devel Expenditures	688,000	688,000	687,000	685,000	688,000
Reserves	130,000	72,000	75,000	100,000	97,000
Variance	0	0	0	0	0

Town of Queen Creek
Long Range Finance Plan
Five Year Revenue and Expense Projections

	FY14 Projected	FY15 Projected	FY16 Projected	FY17 Projected	FY18 Projected
TRANSPORTATION DEVELOPMENT					
DEVELOPMENT IMPACT FEES	554,000	779,000	660,000	677,000	677,000
Transportation Development Revenue	554,000	779,000	660,000	677,000	677,000
Transportation Development Expenditures	554,000	779,000	660,000	677,000	677,000
Variance	0	0	0	0	0
LIBRARY DEVELOPMENT					
DEVELOPMENT IMPACT FEES	617,000	380,000	380,000	380,000	380,000
Library Development Revenue	617,000	380,000	380,000	380,000	380,000
Library Development Expenditures	1,010,000	1,010,000	1,011,000	1,010,000	1,010,000
Variance	(393,000)	(631,000)	(632,000)	(630,000)	(631,000)
PUBLIC SAFETY DEVELOPMENT					
DEVELOPMENT IMPACT FEES	333,000	303,000	276,000	280,000	280,000
Public Safety Development Revenue	333,000	303,000	276,000	280,000	280,000
Public Safety Development Expenditures	333,000	303,000	276,000	280,000	280,000
Variance	0	0	0	0	0
EMERGENCY SERVICES					
SALES TAX=.25 %	1,207,000	1,231,000	1,256,000	1,281,000	1,306,000
PROPERTY TAX	3,629,000	3,919,000	4,233,000	4,444,000	4,667,000
FIRE REVENUE	45,000	28,000	28,000	28,000	28,000
MISCELLANEOUS REVENUE	30,000	30,000	30,000	30,000	30,000
TRANSFER IN	1,845,000	1,877,000	1,912,000	1,981,000	2,050,000
Emergency Services Revenue	6,756,000	7,085,000	7,459,000	7,765,000	8,080,000
Emergency Services (Fire) Expenditures	4,384,000	4,731,000	5,036,000	5,361,000	5,709,000
Emergency Services (Public Safety) Expenditures	3,624,000	3,685,000	3,748,000	3,813,000	3,881,000
Variance	(1,252,000)	(1,331,000)	(1,325,000)	(1,409,000)	(1,510,000)
FIRE DEVELOPMENT					
FIRE DEVELOPMENT IMPACT FEES	388,000	395,000	338,000	345,000	345,000
Fire Development Revenue	388,000	395,000	338,000	345,000	345,000
Fire Development Expenditures	199,000	197,000	197,000	197,000	197,000
Variance	189,000	198,000	141,000	148,000	148,000
COMMUNITY EVENTS FUND					
CONTRIBUTIONS/DONATIONS	25,000	25,000	25,000	25,000	25,000
Community Events Fund Revenue	25,000	25,000	25,000	25,000	25,000
Community Events Fund Expenditures	25,000	25,000	25,000	25,000	25,000
Variance	0	0	0	0	0
HORSESHOE PARK & EQUESTRIAN CENTRE					
MISCELLANEOUS REVENUE	5,000	5,000	5,000	5,000	5,000
COMMERCIAL	214,000	219,000	223,000	228,000	232,000
NON-COMMERCIAL	14,000	10,000	10,000	10,000	10,000
VENDOR	7,000	7,000	7,000	7,000	8,000
SHONSORSHIP	2,000	2,000	2,000	2,000	2,000
STALL RENTAL	129,000	131,000	134,000	137,000	139,000
BEDDING/SHAVINGS	112,000	114,000	116,000	118,000	121,000
TRACTOR/WATER DRAGS	6,000	6,000	6,000	6,000	7,000
CONCESSION SALES	4,000	4,000	4,000	5,000	5,000
OVERNIGHT/RV	30,000	31,000	31,000	32,000	32,000
SHOW OFFICE RENTAL	3,000	3,000	3,000	3,000	3,000
Horseshoe Park & Equestrian Centre Revenue	525,000	536,000	546,000	557,000	568,000
Horseshoe Park & Equestrian Centre Expenditures	1,086,000	1,149,000	1,216,000	1,288,000	1,368,000
Variance	(561,000)	(614,000)	(670,000)	(731,000)	(800,000)
SPECIAL ASSESSMENT IMPROVEMENT					
PROPERTY ASSESSMENTS	1,841,000	1,842,000	1,843,000	1,842,000	1,842,000
TRANSFER IN	2,077,000	2,079,000	2,076,000	2,077,000	2,079,000
Special Assessment Improvement Revenue	3,918,000	3,921,000	3,919,000	3,919,000	3,921,000
Special Assessment Improvement Expenditures	3,918,000	3,921,000	3,919,000	3,919,000	3,921,000
Variance	0	0	0	0	0
Total Revenues	60,354,000	60,353,000	60,909,000	62,599,000	64,471,000
Total Expenditures	55,263,000	52,597,000	53,544,000	55,186,000	58,336,000
Reserves	2,325,000	826,000	838,000	1,157,000	1,720,000
Total Variance	2,765,000	1,672,000	1,144,000	742,000	(1,235,000)

Operating Expenditures and Supplemental Requests

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General Fund Summary FY 2013/2014

Town Manager Recommended:

Revenues		\$22,240,000
Expenditures (Base)		\$15,777,000
	Net Surplus	\$6,463,000

Recommended Supplemental Expenditures (Revenue Offsets)

Economic Development		\$238,000
Development Services	\$1,193,200	
(Building Fee Revenue)	(\$125,000)	\$1,068,200
Workforce & Technology		\$375,300
Town Manager		\$70,000
		\$1,751,500

Transfer Out to Other Funds

Waste Water		\$500,000
HPEC		\$632,000
EMS – Public Safety (MCSO)		\$2,315,785
Library		\$393,500
		\$3,841,285

Reserves

Cover possible changes to construction sales tax		\$500,000
		\$500,000

General Fund Net Surplus *

\$370,215

*For use in Town's Capital Program or building additional reserves



TOWN OF QUEEN CREEK
CURRENT YEAR / NEXT YEAR BUDGET COMPARISON REPORT
EXPENDITURES PRELIMINARY BUDGET

Projection: 20141

TOWN COUNCIL

DESCRIPTION	ROLLUP CODE	2011 ACTUAL	2012 ACTUAL	2013 BUDGET	2014 BASE	
TOWN COUNCIL						
TOWN COUNCIL	101 410 0015 00000	-	-	-	-	
TOWN COUNCIL CONTRACTUAL SVCS	CS015	9,004	11,674	14,800	11,500	
TOWN COUNCIL FRINGES	FB015	7,813	7,716	8,262	10,405	
TOWN COUNCIL FEES & SERVICES	FS015	859	1,391	2,778	917	
TOWN COUNCIL MATERIALS	MS015	7,084	2,616	3,770	4,275	
TOWN COUNCIL OTHER	OT015	1,932	1,446	-	-	
TOWN COUNCIL SALARIES	SW015	75,782	77,641	78,825	83,638	
TOWN COUNCIL PROFESSIONAL DEVL	TT015	24,432	26,583	51,150	85,000	
TOWN COUNCIL UTILITIES	UT015	4,701	4,100	4,200	4,200	
SUB TOTAL		131,606	133,166	163,785	199,935	22.1%



TOWN OF QUEEN CREEK
CURRENT YEAR / NEXT YEAR BUDGET COMPARISON REPORT
EXPENDITURES PRELIMINARY BUDGET

Projection: 20141

TOWN CLERK

DESCRIPTION	ROLLUP CODE	2011 ACTUAL	2012 ACTUAL	2013 BUDGET	2014 BASE	
TOWN CLERK						
CLERK FRINGES	FB125	46,884	46,856	44,013	47,357	
CLERK FEES & SERVICES	FS125	5,295	9,398	14,370	15,831	
CLERK MATERIALS	MS125	1,821	28,656	3,200	32,266	
CLERK SALARIES	SW125	135,816	131,706	129,383	136,206	
CLERK PROFESSIONAL DEVELOPMENT	TT125	2,177	1,265	1,300	1,339	
SUB TOTAL		191,993	217,880	192,266	232,999	21.2%



TOWN OF QUEEN CREEK
CURRENT YEAR / NEXT YEAR BUDGET COMPARISON REPORT
EXPENDITURES PRELIMINARY BUDGET

Projection: 20141

TOWN MANAGER

DESCRIPTION	ROLLUP CODE	2011 ACTUAL	2012 ACTUAL	2013 BUDGET	2014 BASE	
TOWN MANAGER						
TOWN MANAGER	101 410 0100 00000	-	-	-	-	
TM CONTRACTUAL SVCS	CS100	5,000	1,700	4,400	5,000	
TM FRINGES	FB100	131,357	131,941	157,155	189,910	
TM FEES & SERVICES	FS100	4,181	5,715	7,055	6,654	
TM MATERIALS	MS100	2,947	2,530	2,820	3,050	
TM SALARIES	SW100	412,540	436,598	426,780	560,423	
TM PROFESSIONAL DEVELOPMENT	TT100	15,210	2,111	17,650	29,200	
TM UTILITIES	UT100	3,474	2,959	2,400	3,360	
SUB TOTAL		574,709	583,554	618,260	797,597	29.0%

Recommended Supplemental Expenditures

Town Managers Office

Corporate Strategic Linkage

Town Manager	KRA 5: Goal 1	Service Delivery Optimization	\$30,000
	KRA 5 – Goal 2 & 3	Comp & Class Study	\$40,000
			\$70,000



TOWN OF QUEEN CREEK
CURRENT YEAR / NEXT YEAR BUDGET COMPARISON REPORT
EXPENDITURES PRELIMINARY BUDGET

Projection: 20141

WORKFORCE & TECHNOLOGY

DESCRIPTION	ROLLUP CODE	2011 ACTUAL	2012 ACTUAL	2013 BUDGET	2014 BASE	
HUMAN RESOURCES						
HUMAN RESOURCE	101 410 0115 00000	-	-	-	-	
HUMAN RES CONTRACTUAL SVCS	CS115	7,917	142	3,000	42,500	
HUMAN RESOURCES FRINGES	FB115	78,257	80,321	81,307	90,701	
HUMAN RESOURCES FEE & SERVICES	FS115	2,834	6,211	20,393	9,380	
HUMAN RESOURCES MATERIALS	MS115	484	7,173	3,122	1,150	
HUMAN RESOURCES SALARIES	SW115	286,812	296,402	289,257	302,666	
HUMAN RESOURCES PROF DEVLPMNT	TT115	20,872	14,120	34,394	36,053	
HUMAN RESOURCES UTILITIES	UT115	872	903	900	900	
SUB TOTAL		398,048	405,272	432,373	483,350	11.8%



TOWN OF QUEEN CREEK
CURRENT YEAR / NEXT YEAR BUDGET COMPARISON REPORT
EXPENDITURES PRELIMINARY BUDGET

Projection: 20141

WORKFORCE & TECHNOLOGY

DESCRIPTION	ROLLUP CODE	2011 ACTUAL	2012 ACTUAL	2013 BUDGET	2014 BASE	
INFORMATION TECHNOLOGY						
INFORMATION TECHNOLOGY	101 410 0120 00000	-	-	-	-	
IT CAPITAL	CA120	7,378	31,312	81,000	72,862	
IT CONTRACTUAL SVCS	CS120	122,133	-	23,500	38,274	
IT FRINGES	FB120	183,434	158,250	146,495	125,301	
IT FEES & SERVICES	FS120	94,238	79,409	42,150	91,050	
IT MATERIALS	MS120	206,441	32,048	41,360	41,491	
IT R&M	RM120	56,827	321,701	341,070	326,444	
IT SALARIES	SW120	560,922	441,204	427,672	367,770	
IT PROFESSIONAL DEVELOPMENT	TT120	11,440	23,196	23,200	26,600	
IT UTILITIES	UT120	64,536	47,571	51,415	50,570	
SUB TOTAL		1,307,350	1,134,691	1,177,862	1,140,362	(3.2%)



**TOWN OF QUEEN CREEK
CURRENT YEAR / NEXT YEAR BUDGET COMPARISON REPORT
EXPENDITURES PRELIMINARY BUDGET**

Projection: 20141

WORKFORCE & TECHNOLOGY

DESCRIPTION	ROLLUP CODE	2011 ACTUAL	2012 ACTUAL	2013 BUDGET	2014 BASE	
GRAND TOTAL		1,705,398	1,539,963	1,610,235	1,623,712	0.8%

Recommended Supplemental Expenditures

Workforce & Technology

Corporate Strategic Linkage			
Information Technology	KRA 5 – Goal 2	Business Analyst	\$65,000
	KRA 10 – Goal 1-4	Virtual Desktop	\$310,300
			\$375,300



TOWN OF QUEEN CREEK
CURRENT YEAR / NEXT YEAR BUDGET COMPARISON REPORT
EXPENDITURES PRELIMINARY BUDGET

Projection: 20141

ECONOMIC DEVELOPMENT

DESCRIPTION	ROLLUP CODE	2011 ACTUAL	2012 ACTUAL	2013 BUDGET	2014 BASE	
COMMUNICATIONS & MARKETING						
COMMUNICATIONS & MARKETING	101 410 0110 00000	-	-	-	-	
M&C CONTRACTUAL SVCS	CS110	-	21,150	94,880	41,300	
M&C FRINGES	FB110	64,522	44,331	45,929	53,588	
M&C FEES & SERVICES	FS110	92,201	151,439	146,750	185,484	
M&C MATERIALS	MS110	13,670	3,405	7,800	7,600	
M&C OTHER	OT110	4,675	7,715	8,050	8,250	
M&C R&M	RM110	-	888	-	-	
M&C SALARIES	SW110	279,128	188,670	188,453	227,755	
M&C PROFESSIONAL DEVELOPMENT	TT110	8,348	9,777	6,725	19,365	
M&C UTILITIES	UT110	863	663	1,500	780	
SUB TOTAL		463,406	428,037	500,087	544,122	8.8%



TOWN OF QUEEN CREEK
CURRENT YEAR / NEXT YEAR BUDGET COMPARISON REPORT
EXPENDITURES PRELIMINARY BUDGET

Projection: 20141

ECONOMIC DEVELOPMENT

DESCRIPTION	ROLLUP CODE	2011 ACTUAL	2012 ACTUAL	2013 BUDGET	2014 BASE	
ECONOMIC DEVELOPMENT						
ECONOMIC DEVELOPMENT	101 465 0212 00000	-	-	-	1,300	
ECONOMIC DVLPMNT CONTRACT SVCS	CS212	-	9,802	11,100	13,400	
ECONOMIC DEVELOPMENT FRINGES	FB212	86,679	86,978	111,152	119,899	
ECONOMIC DEVEL FEE & SERVICES	FS212	1,245	1,551	3,395	2,585	
ECONOMIC DEVELOPMENT MATERIALS	MS212	458	401	3,150	1,850	
ECONOMIC DEVELOPMENT SALARIES	SW212	221,303	227,264	295,305	311,648	
ECO DEV PROFESSIONAL DEVLPMNT	TT212	12,887	-	14,500	17,250	
ECONOMIC DEVELOPMENT UTILITIES	UT212	841	1,601	3,440	3,240	
	SUB TOTAL	323,413	327,597	442,042	471,172	6.6%



TOWN OF QUEEN CREEK
CURRENT YEAR / NEXT YEAR BUDGET COMPARISON REPORT
EXPENDITURES PRELIMINARY BUDGET

Projection: 20141

ECONOMIC DEVELOPMENT

DESCRIPTION	ROLLUP CODE	2011 ACTUAL	2012 ACTUAL	2013 BUDGET	2014 BASE	
<u>HORSESHOE PARK EQUESTRIAN</u>						
HPEC CAPITAL	CA315	30,886	-	-	-	
HPEC CONTRACTUAL SVCS	CS315	4,527	-	-	-	
HPEC FRINGES	FB315	91,301	-	-	-	
HPEC FEES & SERVICES	FS315	42,458	-	-	-	
HPEC MATERIALS	MS315	69,222	-	-	-	
HPEC OTHER	OT315	8,024	-	-	-	
HPEC R&M	RM315	23,369	-	-	-	
HPEC SALARIES	SW315	274,105	-	-	-	
HPEC PROF DEVELOPMENT	TT315	5,346	-	-	-	
HPEC UTILITIES	UT315	92,376	-	-	-	
SUB TOTAL		641,616	-	-	-	- %



TOWN OF QUEEN CREEK
CURRENT YEAR / NEXT YEAR BUDGET COMPARISON REPORT
EXPENDITURES PRELIMINARY BUDGET

Projection: 20141

ECONOMIC DEVELOPMENT

DESCRIPTION	ROLLUP CODE	2011 ACTUAL	2012 ACTUAL	2013 BUDGET	2014 BASE	
<u>HORSESHOE PARK EQUESTRIAN</u>						
HPEC CONTINGENCY	\$\$315	-	-	-	50,000	
HORSESHOE PARK EQUESTRIAN CENT	475 450 0315 00000	-	-	-	-	
HPEC CAPITAL	CA315	-	-	3,900	4,200	
HPEC CONTRACTUAL SVCS	CS315	-	68,759	56,640	83,000	
HPEC DEPARTMENTAL SUPPORT	DS315	-	78,280	199,750	151,452	
HPEC FRINGES	FB315	-	97,668	126,930	143,210	
HPEC FEES & SERVICES	FS315	-	43,282	18,120	27,225	
HPEC MATERIALS	MS315	-	88,827	96,189	130,075	
HPEC OTHER	OT315	-	53,257	4,265	30,000	
HPEC R&M	RM315	-	55,764	44,795	75,000	
HPEC SALARIES	SW315	-	280,080	287,188	341,368	
HPEC PROF DEVELOPMENT	TT315	-	2,184	4,000	8,300	
HPEC UTILITIES	UT315	-	98,931	133,770	112,475	
SUB TOTAL		-	867,032	975,547	1,156,305	18.5%



**TOWN OF QUEEN CREEK
CURRENT YEAR / NEXT YEAR BUDGET COMPARISON REPORT
EXPENDITURES PRELIMINARY BUDGET**

Projection: 20141

ECONOMIC DEVELOPMENT

DESCRIPTION	ROLLUP CODE	2011 ACTUAL	2012 ACTUAL	2013 BUDGET	2014 BASE	
GRAND TOTAL		1,428,436	1,622,665	1,917,676	2,171,599	13.2%

Recommended Supplemental Expenditures

Economic Development

Corporate Strategic Linkage

Economic Development	KRA 8 Goals 3 - 8	Hotel Feasibility Study	\$50,000
		Economic Development Analyst	\$65,000
Communications & Marketing	KRA 2 Goal 2 & 3 KRA 10 Goal 1	Part-Time Media Specialist	\$35,000
		Branding Events & Festivals	\$15,000
HPEC	KRA 8 Goal 7	Maintenance & Operations Technician	\$48,000
		Sound for Shed Rows	\$10,000
QC Inc.	KRA 8 Goal 5	Staffing	\$15,000
			\$238,000



TOWN OF QUEEN CREEK
CURRENT YEAR / NEXT YEAR BUDGET COMPARISON REPORT
EXPENDITURES PRELIMINARY BUDGET

Projection: 20141

DEVELOPMENT SERVICES

DESCRIPTION	ROLLUP CODE	2011 ACTUAL	2012 ACTUAL	2013 BUDGET	2014 BASE	
BUILDING SAFETY						
BUILDING SFTY CONTRACTUAL SVCS	CS210	-	-	-	316,489	
BUILDING SAFETY FRINGES	FB210	92,613	64,223	67,333	126,040	
BUILDING SAFETY FEE & SERVICES	FS210	138	229	560	1,082	
BUILDING SAFETY MATERIALS	MS210	3,443	536	1,323	940	
BUILDING SAFETY SALARIES	SW210	305,519	230,002	205,534	434,793	
BUILDING SAFETY PROF DEVLPMNT	TT210	-	-	-	4,760	
BUILDING SAFETY UTILITIES	UT210	1,033	912	1,112	1,020	
SUB TOTAL		402,745	295,903	275,862	885,124	220.9%



TOWN OF QUEEN CREEK
CURRENT YEAR / NEXT YEAR BUDGET COMPARISON REPORT
EXPENDITURES PRELIMINARY BUDGET

Projection: 20141

DEVELOPMENT SERVICES

DESCRIPTION	ROLLUP CODE	2011 ACTUAL	2012 ACTUAL	2013 BUDGET	2014 BASE	
DEVELOPMENT SERVICES ADMIN						
DEVELOPMENT SERVICES ADMIN	101 410 0135 00000	-	-	-	-	
CDA CONTRACTUAL SVCS	CS135	9,650	57,039	449,027	-	
CDA FRINGES	FB135	160,424	141,250	137,767	87,960	
CDA FEES & SERVICES	FS135	11,424	3,019	1,338	900	
CDA MATERIALS	MS135	9,100	8,867	8,050	7,150	
CDA SALARIES	SW135	460,794	437,759	439,376	250,021	
CDA PROFESSIONAL DEVELOPMENT	TT135	18,214	25,040	36,925	1,360	
CDA UTILITIES	UT135	765	1,035	1,960	1,380	
SUB TOTAL		670,371	674,009	1,074,443	348,771	(67.5%)



TOWN OF QUEEN CREEK
CURRENT YEAR / NEXT YEAR BUDGET COMPARISON REPORT
EXPENDITURES PRELIMINARY BUDGET

Projection: 20141

DEVELOPMENT SERVICES

DESCRIPTION	ROLLUP CODE	2011 ACTUAL	2012 ACTUAL	2013 BUDGET	2014 BASE	
ENGINEERING						
ENGINEERING CONTRACTUAL SVCS	CS215	3,067	1,431	3,720	56,869	
ENGINEERING FRINGES	FB215	75,768	119,661	110,260	107,263	
ENGINEERING FEES & SERVICES	FS215	1,335	1,173	1,234	823	
ENGINEERING MATERIALS	MS215	3,803	1,347	2,506	2,147	
ENGINEERING SALARIES	SW215	240,524	408,658	340,198	289,976	
ENGINEERING PROFESSIONAL DEVL P	TT215	-	-	-	2,040	
ENGINEERING UTILITIES	UT215	3,072	2,686	2,064	1,500	
	SUB TOTAL	327,568	534,957	459,982	460,618	0.1%



TOWN OF QUEEN CREEK
CURRENT YEAR / NEXT YEAR BUDGET COMPARISON REPORT
EXPENDITURES PRELIMINARY BUDGET

Projection: 20141

DEVELOPMENT SERVICES

DESCRIPTION	ROLLUP CODE	2011 ACTUAL	2012 ACTUAL	2013 BUDGET	2014 BASE	
FACILITIES MAINTENANCE						
FACILITIES MAINTENANCE	101 410 0130 00000	-	-	-	-	
FACILITIES CONTRACTUAL SVCS	CS130	22,540	80,626	114,478	113,342	
FACILITIES FRINGES	FB130	142,046	52,336	49,927	62,346	
FACILITIES FEES & SERVICES	FS130	4,770	6,735	4,875	5,615	
FACILITIES MATERIALS	MS130	21,832	17,133	27,225	29,225	
FACILITIES OTHER	OT130	-	346	-	321	
FACILITIES R&M	RM130	77,572	49,117	45,777	53,721	
FACILITIES SALARIES	SW130	429,762	133,490	146,957	160,269	
FACILITIES PROF DEVELOPMENT	TT130	2,156	-	-	2,040	
FACILITIES UTILITIES	UT130	2,080	815	1,260	1,740	
SUB TOTAL		702,757	340,599	390,499	428,619	9.8%



TOWN OF QUEEN CREEK
CURRENT YEAR / NEXT YEAR BUDGET COMPARISON REPORT
EXPENDITURES PRELIMINARY BUDGET

Projection: 20141

DEVELOPMENT SERVICES

DESCRIPTION	ROLLUP CODE	2011 ACTUAL	2012 ACTUAL	2013 BUDGET	2014 BASE	
FLEET MAINTENANCE						
FLEET MAINTENANCE	101 431 0206 00000	-	-	-	10,419	
FLEET CAPITAL	CA206	1,600	15,205	-	304,038	
FLEET CONTRACTUAL SVCS	CS206	4,226	187,798	20,302	16,548	
FLEET FRINGES	FB206	60,483	712	57,575	64,106	
FLEET FEES & SERVICES	FS206	-	18	-	564	
FLEET MATERIALS	MS206	151,260	128,199	130,900	136,754	
FLEET R&M	RM206	55,851	81,043	63,900	68,520	
FLEET SALARIES	SW206	175,153	-	136,668	147,592	
FLEET PROFESSIONAL DEVELOPMENT	TT206	158	-	-	2,040	
FLEET UTILITIES	UT206	1,169	254	420	1,740	
SUB TOTAL		449,901	413,228	409,765	752,321	83.6%



TOWN OF QUEEN CREEK
CURRENT YEAR / NEXT YEAR BUDGET COMPARISON REPORT
EXPENDITURES PRELIMINARY BUDGET

Projection: 20141

DEVELOPMENT SERVICES

DESCRIPTION	ROLLUP CODE	2011 ACTUAL	2012 ACTUAL	2013 BUDGET	2014 BASE	
NEIGHBORHOOD PRESERVATION						
NEIGHBORHOOD PRES FRINGES	FB405	48,654	52,102	68,167	47,115	
NEIGHBORHOOD PRES F & SERVICES	FS405	225	105	610	525	
NEIGHBORHOOD PRES MATERIALS	MS405	2,359	1,261	3,341	4,901	
NEIGHBORHOOD PRES OTHER	OT405	4,200	3,500	3,500	3,500	
NEIGHBORHOOD PRES SALARIES	SW405	147,596	123,299	148,479	99,015	
NEIGHBORHOOD PRES PROF DVLPMNT	TT405	-	-	-	1,360	
NEIGHBORHOOD PRES UTILITIES	UT405	1,349	723	1,952	840	
SUB TOTAL		204,383	180,990	226,049	157,256	(30.4%)



TOWN OF QUEEN CREEK
CURRENT YEAR / NEXT YEAR BUDGET COMPARISON REPORT
EXPENDITURES PRELIMINARY BUDGET

Projection: 20141

DEVELOPMENT SERVICES

DESCRIPTION	ROLLUP CODE	2011 ACTUAL	2012 ACTUAL	2013 BUDGET	2014 BASE	
<u>PARKS & GROUND MAINTENANCE</u>						
PARKS & GROUND MAINTENANCE	101 450 0305 00000	-	-	-	-	
GROUND CAPITAL	CA305	106,019	-	-	36,000	
GROUND CONTRACTUAL SVCS	CS305	39,631	210,017	52,643	58,975	
GROUND FRINGES	FB305	293,656	190,817	226,597	260,243	
GROUND FEES & SERVICES	FS305	1,323	1,714	31,250	30,963	
GROUND DEBT SERVICE	LR305	-	23,121	-	-	
GROUND MATERIALS	MS305	62,375	43,732	56,387	104,500	
GROUND OTHER	OT305	1,361	-	-	-	
GROUND R&M	RM305	24,663	59,399	34,150	43,531	
GROUND SALARIES	SW305	814,796	456,664	512,515	611,053	
GROUND PROFESSIONAL DEVELOPMNT	TT305	5,457	1,999	-	12,240	
GROUND UTILITIES	UT305	6,405	5,843	7,135	6,900	
SUB TOTAL		1,355,687	993,307	920,677	1,164,405	26.5%



TOWN OF QUEEN CREEK
CURRENT YEAR / NEXT YEAR BUDGET COMPARISON REPORT
EXPENDITURES PRELIMINARY BUDGET

Projection: 20141

DEVELOPMENT SERVICES

DESCRIPTION	ROLLUP CODE	2011 ACTUAL	2012 ACTUAL	2013 BUDGET	2014 BASE	
PLANNING						
PLANNING CONTRACTUAL SVCS	CS205	65	-	-	-	
PLANNING FRINGES	FB205	65,276	35,809	57,099	103,042	
PLANNING FEES & SERVICES	FS205	941	764	1,770	1,895	
PLANNING MATERIALS	MS205	1,807	1,096	2,575	2,675	
PLANNING OTHER	OT205	-	-	-	2,022	
PLANNING SALARIES	SW205	270,441	163,781	203,557	275,979	
PLANNING PROFESSIONAL DEVLPMNT	TT205	-	-	-	2,720	
PLANNING UTILITIES	UT205	-	250	480	960	
SUB TOTAL		338,530	201,700	265,481	389,293	46.6%



TOWN OF QUEEN CREEK
CURRENT YEAR / NEXT YEAR BUDGET COMPARISON REPORT
EXPENDITURES PRELIMINARY BUDGET

Projection: 20141

DEVELOPMENT SERVICES

DESCRIPTION	ROLLUP CODE	2011 ACTUAL	2012 ACTUAL	2013 BUDGET	2014 BASE	
PUBLIC WORKS						
PUBLIC WORKS FRINGES	FB200	5,532	-	-	66,219	
PUBLIC WORKS FEES & SERVICES	FS200	-	-	-	737	
PUBLIC WORKS MATERIALS	MS200	-	-	-	300	
OTHER PUBLIC WORKS	OT200	-	-	-	150	
PUBLIC WORKS SALARIES	SW200	29,011	-	-	224,726	
PUBLIC WORKS PROF DEVLPMENT	TT200	-	-	-	3,400	
PUBLIC WORKS UTILITIES	UT200	-	-	-	2,040	
SUB TOTAL		34,543	-	-	297,572	- %



TOWN OF QUEEN CREEK
CURRENT YEAR / NEXT YEAR BUDGET COMPARISON REPORT
EXPENDITURES PRELIMINARY BUDGET

Projection: 20141

DEVELOPMENT SERVICES

DESCRIPTION	ROLLUP CODE	2011 ACTUAL	2012 ACTUAL	2013 BUDGET	2014 BASE	
STREET MAINTENANCE						
STREET MAINTENANCE	101 431 0220 00000	-	-	-	-	
STREET MAINT CAPITAL	CA220	9,363	-	4,180	50,000	
STREET MAINT CONTRACTUAL SVCS	CS220	8,011	947	97,336	71,000	
STREET MAINT FRINGES	FB220	179,373	205,360	233,283	241,274	
STREET MAINT FEES & SERVICES	FS220	922	928	2,157	2,340	
STREET MAINT MATERIALS	MS220	120,480	126,414	115,132	109,220	
STREET MAINT OTHER	OT220	4,700	12,723	4,000	4,000	
STREET MAINT R&M	RM220	45,363	11,403	86,105	69,992	
STREET MAINT SALARIES	SW220	517,993	576,805	559,628	547,874	
STREET MAINT PROFESSIONL DEVL P	TT220	549	-	-	7,480	
STREET MAINT UTILITIES	UT220	4,199	4,791	6,060	4,980	
SUB TOTAL		890,954	939,372	1,107,881	1,108,160	- %



TOWN OF QUEEN CREEK
CURRENT YEAR / NEXT YEAR BUDGET COMPARISON REPORT
EXPENDITURES PRELIMINARY BUDGET

Projection: 20141

DEVELOPMENT SERVICES

DESCRIPTION	ROLLUP CODE	2011 ACTUAL	2012 ACTUAL	2013 BUDGET	2014 BASE	
TRAFFIC						
TRAFFIC CONTRACTUAL SVCS	CS203	-	11,270	23,700	23,613	
TRAFFIC FRINGES	FB203	41,080	41,954	42,261	46,783	
TRAFFIC FEES & SERVICES	FS203	851	439	820	920	
TRAFFIC MATERIALS	MS203	2,009	3,254	1,688	1,739	
TRAFFIC R&M	RM203	151,797	127,730	137,153	81,267	
TRAFFIC SALARIES	SW203	136,072	134,113	134,899	140,150	
TRAFFIC PROFESSIONAL DEVLPMENT	TT203	832	-	-	1,360	
TRAFFIC UTILITIES	UT203	1,795	1,826	2,100	2,880	
SUB TOTAL		334,437	320,587	342,621	298,712	(12.8%)



TOWN OF QUEEN CREEK
CURRENT YEAR / NEXT YEAR BUDGET COMPARISON REPORT
EXPENDITURES PRELIMINARY BUDGET

Projection: 20141

DEVELOPMENT SERVICES

DESCRIPTION	ROLLUP CODE	2011 ACTUAL	2012 ACTUAL	2013 BUDGET	2014 BASE	
GRAND TOTAL		5,711,876	4,894,650	5,473,260	6,290,851	14.9%

Recommended Supplemental Expenditures

Development Services

KRA 5: Financial Management / Internal Services and Sustainability

Goal 5: Development Services - SWOT

Corporate Strategic Linkage

Planning	KRA 1 Goal 3		
	KRA 2 Goal 3	Code Modernization Consulting Services	\$100,000
	KRA 4 Goal 3	General Plan Update	\$100,000
	KRA 8 Goals 1 & 2 & 4 & 8 & 10	Principle Planner	\$114,000
	KRA 7 Goal 4	Planning Administrative Assistant	\$47,000
	KRA 10 Goal 1		

Engineering	KRA 1 Goal 1	Traffic Engineer / Town Engineer	\$97,000	\$87,000
	KRA 4 Goal 3	Contractual Traffic Engineering Services		\$50,000
	KRA 7 Goals 1 & 6	Part-Time Engineering Inspector		\$36,000
	KRA 7 Goals 4 & 6	TRANSPORTATION STUDY		\$150,000

Building Safety	KRA 4 Goal 3	Building Safety Inspector (Net)		\$39,000
	KRA 5 Goal 4	Plans Examiner (Net)		\$58,000
	KRA 8 Goal 5	LIS/IVR Replacement		\$296,200

Public Works	Fleet	Case 570 NXT Tractor w/Cab		\$110,000
	Street Maintenance	(2) Maintenance & Operations Assistance		\$94,000
	Ground Maintenance	KRA 4 Goal 4 Part-Time Park Ranger		\$21,000
	Neighborhood Preservation	KRA 9 Goal 3 (2) Part-Time Neighborhood Preservation Coordinators		\$41,000

\$1,193,200

\$1,293,200



TOWN OF QUEEN CREEK
CURRENT YEAR / NEXT YEAR BUDGET COMPARISON REPORT
EXPENDITURES PRELIMINARY BUDGET

Projection: 20141

MANAGEMENT SERVICES

DESCRIPTION	ROLLUP CODE	2011 ACTUAL	2012 ACTUAL	2013 BUDGET	2014 BASE	
BUDGET						
BUDGET CONTRACTUAL SVCS	CS107	1,175	1,550	3,450	3,550	
BUDGET FRINGES	FB107	52,175	24,025	24,419	43,452	
BUDGET FEES & SERVICES	FS107	420	210	210	420	
BUDGET MATERIALS	MS107	204	88	25	200	
BUDGET SALARIES	SW107	180,745	80,052	77,859	122,946	
BUDGET PROFESSIONAL DEVELOPMNT	TT107	3,185	2,273	4,530	4,750	
BUDGET UTILITIES	UT107	344	430	655	780	
SUB TOTAL		238,248	108,628	111,148	176,098	58.4%



TOWN OF QUEEN CREEK
CURRENT YEAR / NEXT YEAR BUDGET COMPARISON REPORT
EXPENDITURES PRELIMINARY BUDGET

Projection: 20141

MANAGEMENT SERVICES

DESCRIPTION	ROLLUP CODE	2011 ACTUAL	2012 ACTUAL	2013 BUDGET	2014 BASE	
FINANCE & ADMINISTRATION						
FINANCE/ADMINISTRATION	101 410 0105 00000	-	-	-	-	
FINANCE CONTRACTUAL SVCS	CS105	1,470	1,035	11,780	2,400	
FINANCE FRINGES	FB105	124,942	113,774	131,219	146,351	
FINANCE FEES & SERVICES	FS105	1,472	1,452	1,300	1,210	
FINANCE MATERIALS	MS105	2,783	4,003	3,613	3,340	
FINANCE SALARIES	SW105	446,167	392,962	381,730	394,502	
FINANCE PROFESSIONAL DEVLPMENT	TT105	7,543	7,939	11,749	13,590	
FINANCE UTILITIES	UT105	789	793	780	780	
SUB TOTAL		585,166	521,958	542,171	562,173	3.7%



TOWN OF QUEEN CREEK
CURRENT YEAR / NEXT YEAR BUDGET COMPARISON REPORT
EXPENDITURES PRELIMINARY BUDGET

Projection: 20141

MANAGEMENT SERVICES

DESCRIPTION	ROLLUP CODE	2011 ACTUAL	2012 ACTUAL	2013 BUDGET	2014 BASE	
RECREATIONAL PROGRAMS						
RECREATIONAL PROGRAMS	101 450 0310 00000	-	-	-	-	
REC PROGRAMS FRINGES	FB310	124,669	88,899	98,843	101,591	
REC PROGRAMS FEES & SERVICES	FS310	881	1,224	6,175	11,180	
REC PROGRAMS MATERIALS	MS310	50	81	27,200	13,000	
REC PROGRAMS OTHER	OT310	145,283	130,882	141,425	147,160	
REC PROGRAMS SALARIES	SW310	448,591	279,015	262,375	284,317	
REC PROGRAMS PROF DEVLPMNT	TT310	-	-30	4,630	7,900	
REC PROGRAMS UTILITIES	UT310	3,105	2,874	1,480	1,630	
SUB TOTAL		722,579	502,945	542,128	566,778	4.5%



TOWN OF QUEEN CREEK
CURRENT YEAR / NEXT YEAR BUDGET COMPARISON REPORT
EXPENDITURES PRELIMINARY BUDGET

Projection: 20141

MANAGEMENT SERVICES

DESCRIPTION	ROLLUP CODE	2011 ACTUAL	2012 ACTUAL	2013 BUDGET	2014 BASE	
GRAND TOTAL		1,545,992	1,133,531	1,195,447	1,305,049	9.2%



TOWN OF QUEEN CREEK
CURRENT YEAR / NEXT YEAR BUDGET COMPARISON REPORT
EXPENDITURES PRELIMINARY BUDGET

Projection: 20141

LEGAL

DESCRIPTION	ROLLUP CODE	2011 ACTUAL	2012 ACTUAL	2013 BUDGET	2014 BASE	
LEGAL SERVICES						
LEGAL CONTRACTUAL SVCS	CS140	305,923	326,417	337,000	353,850	
SUB TOTAL		305,923	326,417	337,000	353,850	5.0%



TOWN OF QUEEN CREEK
CURRENT YEAR / NEXT YEAR BUDGET COMPARISON REPORT
EXPENDITURES TENTATIVE BUDGET

Projection: 20141

UTILITY

DESCRIPTION	ROLLUP CODE	2011 ACTUAL	2012 ACTUAL	2013 BUDGET	2014 BASE	
UTILITY						
UTILITY UTILITIES	UT145	677,353	727,059	740,000	784,400	
SUB TOTAL		677,353	727,059	740,000	784,400	6.0%



TOWN OF QUEEN CREEK
CURRENT YEAR / NEXT YEAR BUDGET COMPARISON REPORT
EXPENDITURES PRELIMINARY BUDGET

Projection: 20141

NON-DEPARTMENTAL

DESCRIPTION	ROLLUP CODE	2011 ACTUAL	2012 ACTUAL	2013 BUDGET	2014 BASE	
NON DEPARTMENTAL						
NON-DEPT CONTINGENCY	\$S010	-	-	571,190	-	
NON-DEPT CAPITAL	CA010	-	827,306	20,000	-	
NON-DEPT CONTRACTUAL SVCS	CS010	243,278	189,670	233,911	331,500	
NON-DEPT FEES & SERVICES	FS010	272,832	245,957	374,256	387,243	
NON-DEPT MATERIALS	MS010	3,350	1,212	800	-	
NON-DEPT OTHER	OT010	257,241	242,599	298,072	335,800	
NON-DEPT SALES TAX REBATE	RE010	1,406,748	1,631,386	1,550,000	1,818,000	
NON-DEPT R&M	RM010	975	-	-	-	
NON-DEPT TRANSFERS OUT	TR010	-	3,771,984	5,915,105	-	
SUB TOTAL		2,184,424	6,910,114	8,963,333	2,872,543	(68.0%)

Entitiy	Program Name	Town Manager Recommended FY14 Funding		Requested FY 14 Funding		Approved FY13 Funding	
		Monetary	In Kind	Monetary	In Kind	Monetary	Actual In Kind*
Queen Creek Cultural Foundation	Queen Creek Performing Arts Center	\$ 110,000	\$ -	\$ 110,000	\$ -	\$ 100,000	\$ -
Queen Creek Chamber of Commerce	Queen Creek Chamber of Commerce	\$ 60,000	\$ 25,500	\$ 60,000	\$ 25,500	\$ 55,000	\$ -
Boys & Girls Clubs of the EV Queen Creek Branch	Boys & Girls Clubs of the EV Queen Creek Branch	\$ 50,000	\$ 38,357	\$ 50,000	\$ 38,357	\$ 75,000	\$ -
American Legion	9/11 Memorial & Rent for a Post	\$ 1,430	\$ 1,500	\$ 46,273	\$ 3,727	\$ 1,273	\$ 1,519
Friends of Horseshoe Park	Roots N' Boots Queen Creek	\$ 20,000 ¹	\$ 25,000	\$ 20,000	\$ 25,000	\$ 20,000	\$ 25,223
Child Crisis Center (CCC)	Family Resource Center	\$ 2,640	\$ -	\$ 5,000	\$ -	\$ 2,400	\$ -
Child Crisis Center (CCC)	Arizona Adoption and Foster Care (AAFC)	\$ 2,500	\$ -	\$ 2,500	\$ -	\$ 2,400	\$ -
Pan de Vida Foundation	Pan de Vida Health and Community Fair	\$ -	\$ -	\$ 3,000	\$ 2,500	\$ -	\$ -
Queen Creek 4H	Various Events & Shows	\$ -	\$ -	\$ 1,540	\$ 3,208	\$ -	\$ -
Queen Creek Schools Education Foundation (QCSEF)	Golf Outing	\$ -	\$ -	\$ 1,000	\$ -	\$ -	\$ -
Queen Creek Schools Education Foundation (QCSEF)	Zombie Run	\$ -	\$ -	\$ 1,000	\$ -	\$ -	\$ -
Kiwanis Club of Queen Creek	11th Annual Kiwanis 4th of July Celebration	\$ -	\$ 5,000	\$ -	\$ 5,000	\$ -	\$ 3,522
Holiday Festival & Parade	Holiday Festival & Parade	\$ -	\$ 5,000	\$ -	\$ 5,000	\$ -	\$ 2,333
Hoofbeats with Heart	Jump for a Cause	\$ -	\$ -	\$ -	\$ 12,000	\$ -	\$ -
Total		\$ 246,570	\$ 100,357	\$ 300,313	\$ 120,292	\$ 256,073	\$ 32,597
	Base Budget	\$ 255,800					

*Actual in kind services provided for FY13 are included. These amounts are not indicative of in kind service amounts approved within budget process.

1. Monetary request is for upfront funding to put on event. It is intended this would be an interest free loan w/payback of \$20K from event proceeds.

Roll-up Glossary

- Salaries
 - All pay for employees (includes over-time, call-out, and stand-by pay)
- Fringes
 - All benefits and deductions paid by the Town on behalf of employees
 - FICA, Medicare, Workers Compensation
 - Retirement
 - Arizona State Retirement System
 - Public Safety Retirement System
 - Premiums for health, dental, vision
 - Stipends (cell phone, mileage)
- Capital
 - Equipment and assets that require asset tracking
- Contractual Services
 - Professional services (engineering, legal)
 - Any inter-governmental agreements (IGA's)
 - General services (uniform cleaning, bee removal, custodial)
- Debt Service
 - Financed equipment and buildings
- Departmental Support
 - Costs of services received from General Fund by other operating funds (Emergency Services, Water, Sewer, Solid Waste, Horseshoe Park)
- Fees & Services
 - All dues and memberships for the Town and employees
 - Equipment leases (computers, copiers)
 - Advertising costs
 - Bank fees
 - Liability insurance
- Materials
 - Supplies (office, shop, safety, landscape, printing)
 - Subscriptions for Town and employees
 - Gasoline
 - Uniforms
 - Postage
- Other
 - Things that do not fall any place else
 - Not for profit funding
 - Special interest classes
- Repair & Maintenance (R&M)
 - All maintenance and repairs to Town facilities and equipment
 - Grounds (sprinkler, playground equipment)
 - Streets
 - Information Technology (printers, copiers, software)
- Professional Development
 - All training and associated travel for employees
- Public Safety
 - Items related specifically to public safety
 - Disaster management
 - Medical supplies
 - Firefighter equipment (protective clothing, allied equipment, hazardous material response)
- Utilities
 - All utility cost for Town
 - Electrical
 - Water
 - Natural Gas

Enterprise Expenditures and Supplemental Requests

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Solid Waste Summary FY 2013/2014

Town Manager Recommended:

Revenues		\$1,714,000
Expenditures (Base)		\$1,818,000
	Net Deficit	\$104,000
Recommended Supplemental Expenditures		
	Part-time Admin	\$30,000
	Part-time Inspector	\$30,000
		\$60,000
Solid Waste Shortfall		\$164,000



TOWN OF QUEEN CREEK
CURRENT YEAR / NEXT YEAR BUDGET COMPARISON REPORT
EXPENDITURES PRELIMINARY BUDGET

Projection: 20141

SOLID WASTE

DESCRIPTION	ROLLUP CODE	2011 ACTUAL	2012 ACTUAL	2013 BUDGET	2014 BASE	
SOLID WASTE						
SOLID WASTE CONTINGENCY	\$S025	-	200	3,702	76,076	
SOLID WASTE	215 432 2025 00000	-	-	-	-	
SOLID WASTE CAPITAL	CA025	38,222	-2,723	-	-	
SOLID WASTE CONTRACTUAL SVCS	CS025	703,113	938,480	1,125,908	1,160,200	
SOLID WASTE DEPT SUPPORT	DS025	178,044	85,659	93,075	169,295	
SOLID WASTE FRINGES	FB025	59,822	49,664	53,024	66,673	
SOLID WASTE FEES & SERVICES	FS025	14,688	9,183	9,868	10,120	
SOLID WASTE MATERIALS	MS025	23,156	47,076	133,369	57,132	
SOLID WASTE OTHER	OT025	658	17,824	16,888	17,000	
SOLID WASTE R&M	RM025	4,207	2,913	1,988	2,150	
SOLID WASTE SALARIES	SW025	169,628	79,579	112,555	151,301	
SOLID WASTE PROFESSIONAL DEVL P	TT025	149	2,376	2,000	2,500	
SOLID WASTE UTILITIES	UT025	773	977	1,200	1,140	
SUB TOTAL		1,192,459	1,231,208	1,553,577	1,713,587	10.3%

Recommended Supplemental Expenditures

Solid Waste

Solid Waste	Part-Time Administrative Assistant	\$30,000
	Part-Time Inspector	\$30,000
		\$60,000

Sewer / Waste Water Summary FY 2013/2014

Town Manager Recommended:

Revenues (Includes Development Fees)		\$6,248,000
Expenditures (Base - Includes debt service costs of \$3.2M)		\$5,586,300
	Net Surplus	\$661,700
Recommended Supplemental Expenditures		
	Waste Water CIP	\$1,119,440
		\$1,119,440
Transfers in from Other Fund *		
	General Fund (year 2 of 3)	\$500,000
	Water (year 2 of 4)	\$250,000
		\$750,000
Sewer / Waste Water Net Surplus		\$292,260

*As approved by council – part of Sewer / Waste Water financial plan



TOWN OF QUEEN CREEK
CURRENT YEAR / NEXT YEAR BUDGET COMPARISON REPORT
EXPENDITURES PRELIMINARY BUDGET

Projection: 20141

SEWER

DESCRIPTION	ROLLUP CODE	2011 ACTUAL	2012 ACTUAL	2013 BUDGET	2014 BASE
SEWER UTILITY ENTERPRISE					
SEWER CONTINGENCY	\$S000	-	-	24,789	-
SEWER CAPITAL	CA000	52,536	48,007	49,990	25,000
SEWER CONTRACTUAL SVCS	CS000	234,897	213,901	223,520	224,172
SEWER DEPARTMENTAL SUPPORT	DS000	157,788	126,624	120,934	94,953
SEWER FRINGES	FB000	101,330	76,741	80,152	83,065
SEWER FEES & SERVICES	FS000	14,617	21,145	33,255	30,553
SEWER LGIP	LG000	851,292	922,639	1,361,801	1,515,992
SEWER MATERIALS	MS000	28,215	36,246	35,980	37,100
SEWER R&M	RM000	118,910	122,402	196,280	137,400
SEWER SALARIES	SW000	263,366	185,504	184,776	175,539
SEWER TRANSFERS OUT	TR000	499,993	804,945	2,092,051	-
SEWER PROFESSIONAL DEVELOPMENT	TT000	1,993	2,359	4,959	4,500
SEWER UTILITIES	UT000	4,301	5,319	6,500	7,540
POWER RD LIFT STATION	WW010	-	-	2,000	-
CORTINA RD DOSING SITE	WW041	-	215	1,260	-



TOWN OF QUEEN CREEK
CURRENT YEAR / NEXT YEAR BUDGET COMPARISON REPORT
EXPENDITURES PRELIMINARY BUDGET

Projection: 20141

SEWER

DESCRIPTION	ROLLUP CODE	2011 ACTUAL	2012 ACTUAL	2013 BUDGET	2014 BASE	
BASHA DOSING SITE IMPROVEMENTS	WW043	-	-	21,885	-	
VILLAGES ODOR CONTROL TANK	WW044	-	-	39,500	-	
SUB TOTAL		2,329,237	2,566,048	4,479,632	2,335,814	(47.9%)

Recommended Supplemental Expenditures

Sewer / Waste Water

Corporate Strategic Linkage

Sewer / Waste Water CIP	Corporate Strategic Linkage	Expenditure
		Victoria Odor Dosing Site \$50,000
	KRA 4: GOAL & KRA 8 :GOAL 9	Sewer Master Plan Update \$60,000
		Hastings Odor Dosing Site \$65,000
		Villages Odor Dosing Site \$75,000
		Riggs Rd Sewer Extension - Ellsworth East \$90,000
	KRA 5	Power Road: Lift Station - Ocotillo \$150,000
	KRA 5	Riggs Rd Sewer Extensions - Power to Hawes Rds \$264,000
	KRA 5	Rittenhouse Rd 24" Sewer Extension to Ryan Alignment \$365,440
		\$1,119,440



**TOWN OF QUEEN CREEK
5-Year Projection
WASTE WATER**

DESCRIPTION	2014 *	2015	2016	2017	2018
Victoria Odor Dosing Site	50,000				
Sewer Master Plan Update	60,000				
Hastings Odor Dosing Site	65,000				
Villages Odor Dosing Site	75,000				
Riggs Rd Sewer Extension - Ellsworth East	90,000				
Power Road: Lift Station - Ocotillo	150,000	1,350,000			
Riggs Rd Sewer Extensions - Power to Hawes Rds	264,000				
Rittenhouse Rd 24" Sewer Extension to Ryan Alignment	365,440				
Ocotillo Road: 188th – Power		500,000			
Interceptor Sewer (Phase III)		700,000			
Interceptor Sewer (Phase II)		734,560			
Cloud Road: Ellsworth - 220th Street			680,000		
Cloud Road: Signal Butte - 220th Street			750,000		
Signal Butte Road: Riggs - Cloud				500,000	
Water Reuse Plan (Phase I)				7,000,000	
Rittenhouse FCD Channel					2,000,000
TOTAL WASTE WATER	1,119,440	3,284,560	1,430,000	7,500,000	2,000,000

* Presented as supplemental funding for FY13/14

Water Summary FY 2013/2014

Town Manager Recommended:

Revenues		\$9,850,000
Expenditures (Base – Includes debt service costs of \$2.9M)		\$8,257,000
Net Surplus		\$1,593,000
Recommended Supplemental Expenditures		
	Water CIP	\$920,000
	Water Truck	\$130,000
	Management Assistant	\$73,000
		\$1,123,000
Transfer Out to Other Funds		
	Waste Water	\$250,000
		\$250,000
Water Net Surplus		\$220,000



TOWN OF QUEEN CREEK
CURRENT YEAR / NEXT YEAR BUDGET COMPARISON REPORT
EXPENDITURES PRELIMINARY BUDGET

Projection: 20141

WATER

DESCRIPTION	ROLLUP CODE	2011 ACTUAL	2012 ACTUAL	2013 BUDGET	2014 BASE
WATER DIVISION					
WATER CONTINGENCY	\$S020	-	-	-	-
WATER DIVISION	220 460 2020 00000	-	-	-	-
WATER CAPITAL	CA020	-	-138,809	270,766	350,000
WATER CONTRACTUAL SVCS	CS020	180,961	227,711	255,835	277,166
WATER DEPARTMENTAL SUPPORT	DS020	780,240	787,338	753,508	661,315
WATER FRINGES	FB020	476,211	424,362	419,706	469,745
WATER FEES & SERVICES	FS020	232,911	244,702	254,006	261,976
WATER DEBT SERVICE	LR020	2,919,632	1,493,217	2,944,190	2,925,000
WATER MAINLINE AGRMNTS	MA020	364,773	-	378,000	450,000
WATER MATERIALS	MS020	402,990	391,183	551,242	484,010
WATER OTHER	OT020	204,917	359,734	81,400	4,600
WATER R&M	RM020	296,000	259,976	324,262	338,520
WATER SALARIES	SW020	1,330,891	1,102,950	1,076,160	1,179,892
WATER TRANSFERS OUT	TR020	1,022,200	585,849	1,664,241	250,000
WATER PROFESSIONAL DEVELOPMENT	TT020	7,448	7,677	13,025	14,475



TOWN OF QUEEN CREEK
CURRENT YEAR / NEXT YEAR BUDGET COMPARISON REPORT
EXPENDITURES PRELIMINARY BUDGET

Projection: 20141

WATER

DESCRIPTION	ROLLUP CODE	2011 ACTUAL	2012 ACTUAL	2013 BUDGET	2014 BASE	
WATER UTILITIES	UT020	641,147	704,981	737,660	839,690	
SUB TOTAL		8,860,320	6,450,872	9,724,000	8,506,389	(12.5%)

Recommended Supplemental Expenditures

Water

Corporate Strategic Linkage

Water Operating	KRA 4: Goal 2	Management Assistant	\$73,000
		Water Truck	\$130,000

\$203,000

Water CIP	KRA 4: GOAL 2	Orchard Ranch - Installation of series of Out flow Standpipes for Irrigation	\$20,000
	KRA 1: GOAL 1	Schnepf Well Site Improvements block wall and gate (site security)	\$35,000
	KRA 4: GOAL 2	Victoria Well-site Improvements - gates and earthwork plus granite for PM-10	\$40,000
	KRA 4: GOALS 1 & 2	Conversion of wells to recovery wells	\$50,000
	KRA 4: GOAL 2	Riggs Rd Water Extension - Ellsworth East	\$50,000
	KRA 4: GOAL 2	Orchard Ranch Booster to Upper Zone	\$50,000
	KRA 4: GOAL 2	SCADA SOFTWARE PLATFORM / PLC	\$60,000
	KRA 10: GOAL 2	UPGRADE	
	KRA 4: GOAL 2	Hastings Well Site Improvements fence, electric and facilities	\$65,000
	KRA 4: GOAL 2	Sossaman – 2 wells, storage, transmission lines	\$150,000
	KRA 4: GOAL 2 & KRA 8: GOAL 9 & KRA 9: GOAL 4	WATER MASTER PLAN	\$150,000

\$920,000



**TOWN OF QUEEN CREEK
5-Year Projection
WATER**

DESCRIPTION	2014 *	2015	2016	2017	2018
Orchard Ranch - Installation of series of Out flow Standpipes for Irrigation	20,000				
Schnepf Well Site Improvements block wall and gate (site security)	35,000				
Victoria Wellsite Improvements - gates and earthworkwork plus granite for PM-10	40,000				
Conversion of wells to recovery wells	50,000				
Riggs Rd Water Extension - Ellsworth East	50,000				
Orchard Ranch Booster to Upper Zone	50,000				
SCADA Software Platform/ PLC Programming Upgrade	60,000				
Hastings Well Site Improvements fence, electric and facilities	65,000				
Sossaman – 2 wells, storage, transmission lines	150,000	2,000,000	3,100,000		
Water Master Plan	150,000				
2000' of 12" main from Sossaman to 195th Street	250,000				
12" line and service line replacements Hertige Loop to Ellsworth Loop		50,000			
12" Railroad Crossing Ocotillo Rd, 214th St. & Rittenhouse Road		250,000			
1100' of 8" main from Ocotillo to Heritage then 1500' 12"to Rittenhouse		325,000			
Fulton Homes Queen Creek Station booster and storage facility			500,000		
Mesa Tie-in				350,000	
Well-site Security				420,000	
Emergency Generator and Controls					1,155,000
16" Schnepf Line – Rittenhouse to Ellsworth					1,500,000
Barney Well, Reservoir, Booster Station					3,000,000
TOTAL WATER	920,000	2,625,000	3,600,000	770,000	5,655,000

* Presented as supplemental funding for FY13/14

EMS Summary FY 2013/2014

Town Manager Recommended:

Revenues	Revenues (Base)	\$4,911,000	
	QCCIFD	\$912,000	\$5,823,000
Expenditures (Base)			\$8,091,000
	Net Deficit		\$2,268,000
Recommended Supplemental Expenditures (Revenue Offsets)			
	Two Fire Fighter Positions	\$182,000	
	(Overtime Offset)	(\$32,000)	\$150,000
	School Resource Officer	\$120,500	
	(HUSD Offset)	(\$60,250)	\$60,250
	Capital Needs for SRO		\$74,860
	Fire Apparatus Lease/Purchase		\$95,300
			\$380,410
Transfer In from Other Funds			
	General Fund (Public Safety -MCSO)		\$2,315,785
	Public Safety (MCSO)		\$332,625
			\$2,648,410
EMS Net			-0-



TOWN OF QUEEN CREEK
CURRENT YEAR / NEXT YEAR BUDGET COMPARISON REPORT
EXPENDITURES PRELIMINARY BUDGET

Projection: 20141

EMS

DESCRIPTION	ROLLUP CODE	2011 ACTUAL	2012 ACTUAL	2013 BUDGET	2014 BASE	
ADMINISTRATION						
EMERGENCY SERVICES ADMINISTRAT	447 420 0900 00000	-	-	-	-	
FIRE ADMIN CONTRACTUAL SVCS	CS900	2,009,857	21,279	54,000	317,000	
FIRE ADMIN DEPT SUPPORT	DS900	537,156	380,645	384,080	315,953	
FIRE ADMIN FRINGES	FB900	44,944	-4,916	55,328	59,311	
FIRE ADMIN FEES & SERVICES	FS900	43,298	42,981	48,960	48,950	
FIRE ADMIN MATERIALS	MS900	2,706	5,068	8,850	13,750	
FIRE ADMIN SALARIES	SW900	160,788	149,048	172,307	189,438	
FIRE ADMIN TRANSFERS OUT	TR900	233,172	-	-	-	
FIRE ADMIN PROF DEVLPMNT	TT900	887	1,250	1,900	1,957	
FIRE ADMIN UTILITIES	UT900	1,174	1,320	1,405	1,280	
SUB TOTAL		3,033,982	596,675	726,830	947,639	30.4%



TOWN OF QUEEN CREEK
CURRENT YEAR / NEXT YEAR BUDGET COMPARISON REPORT
EXPENDITURES PRELIMINARY BUDGET

Projection: 20141

EMS

DESCRIPTION	ROLLUP CODE	2011 ACTUAL	2012 ACTUAL	2013 BUDGET	2014 BASE	
MEDICAL						
FIRE MEDICAL CONTRACTUAL SVCS	CS905	20,000	20,000	20,000	20,000	
FIRE MEDICAL FRINGES	FB905	22,478	28,232	48,450	51,915	
FIRE MEDICAL FEES & SERVICES	FS905	600	874	800	1,125	
FIRE MEDICAL MATERIALS	MS905	1,203	1,292	21,550	7,500	
FIRE MEDICAL PUBLIC SAFETY	PS905	7,116	4,270	26,750	25,000	
FIRE MEDICAL R&M	RM905	-	1,380	2,000	2,000	
FIRE MEDICAL SALARIES	SW905	83,568	85,416	89,130	98,852	
FIRE MEDICAL PROF DEVLPMNT	TT905	1,499	6,693	19,500	16,000	
FIRE MEDICAL UTILITY	UT905	-	-	-	780	
SUB TOTAL		136,464	148,157	228,180	223,172	(2.2%)



TOWN OF QUEEN CREEK
CURRENT YEAR / NEXT YEAR BUDGET COMPARISON REPORT
EXPENDITURES PRELIMINARY BUDGET

Projection: 20141

EMS

DESCRIPTION	ROLLUP CODE	2011 ACTUAL	2012 ACTUAL	2013 BUDGET	2014 BASE	
OPERATIONS						
FIRE OPERATIONS CAPITAL	CA901	1,625	12,589	6,500	-	
FIRE OPRTIONS CONTRACTUAL SVCS	CS901	55,779	57,656	61,500	63,303	
FIRE OPERATIONS FRINGES	FB901	558,243	574,645	647,790	690,722	
FIRE OPERATIONS FEES	FS901	474	799	875	1,065	
FIRE OPERATIONS MATERIALS	MS901	16,144	15,192	23,110	22,710	
FIRE OPERATIONS OTHER	OT901	-	-	2,000	2,500	
FIRE OPERATIONS PUBLIC SAFETY	PS901	530	5,650	-8,250	16,250	
FIRE OPERATIONS SALARIES	SW901	1,765,423	1,742,326	1,795,821	2,029,371	
FIRE OPERATIONS PROF DEVLPMNT	TT901	2,462	310	3,500	3,605	
FIRE OPERATIONS UTILITIES	UT901	2,469	3,156	3,696	3,734	
SUB TOTAL		2,403,150	2,412,323	2,536,542	2,833,260	11.7%



TOWN OF QUEEN CREEK
CURRENT YEAR / NEXT YEAR BUDGET COMPARISON REPORT
EXPENDITURES PRELIMINARY BUDGET

Projection: 20141

EMS

DESCRIPTION	ROLLUP CODE	2011 ACTUAL	2012 ACTUAL	2013 BUDGET	2014 BASE	
PUBLIC SAFETY						
FIRE PUBLIC SFTY CONTRACT SVCS	CS907	27,261	1,516,754	1,563,770	1,548,477	
FIRE PUBLIC SAFETY FRINGES	FB907	27,453	25,665	28,450	27,418	
FIRE PUBLIC SAFETY FEES & SERV	FS907	17,495	18,416	77,298	21,914	
FIRE PUBLIC SAFETY MATERIALS	MS907	2,284	2,283	7,950	13,350	
FIRE PUBLIC SAFETY OTHER	OT907	3,471	5,433	5,500	5,500	
FIRE PUBLIC SAFETY R&M	RM907	3,312	2,388	7,480	5,380	
FIRE PUBLIC SAFETY SALARIES	SW907	84,192	89,336	92,567	87,829	
FIRE PUBLIC SAFETY PROF DEVLPM	TT907	149	199	700	800	
FIRE PUBLIC SAFETY UTILITIES	UT907	28,779	25,645	28,980	28,280	
SUB TOTAL		194,396	1,686,119	1,812,696	1,738,948	(4.1%)



TOWN OF QUEEN CREEK
CURRENT YEAR / NEXT YEAR BUDGET COMPARISON REPORT
EXPENDITURES PRELIMINARY BUDGET

Projection: 20141

EMS

DESCRIPTION	ROLLUP CODE	2011 ACTUAL	2012 ACTUAL	2013 BUDGET	2014 BASE	
RESOURCE MANAGEMENT						
FIRE SUPPORT CAPITAL	CA904	40,160	15,313	6,000	6,000	
FIRE SUPPORT CONTRACTUAL SVCS	CS904	46	-	-	-	
FIRE SUPPORT FRINGES	FB904	23,617	23,455	29,250	31,386	
FIRE SUPPORT FEES & SERVICES	FS904	50	399	1,850	1,900	
FIRE SUPPORT MATERIALS	MS904	62,411	65,876	69,550	67,500	
FIRE SUPPORT OTHER	OT904	1,340	1,971	3,000	3,000	
FIRE SUPPORT PUBLIC SAFETY	PS904	17,075	22,093	29,000	32,500	
FIRE SUPPORT R&M	RM904	44,492	42,187	60,500	65,500	
FIRE SUPPORT SALARIES	SW904	85,376	84,804	91,602	98,852	
FIRE SUPPORT PROF DEVLPMNT	TT904	-	500	4,000	4,000	
FIRE SUPPORT UTILITIES	UT904	40,728	38,401	46,450	43,030	
SUB TOTAL		315,294	294,998	341,202	353,668	3.7%



TOWN OF QUEEN CREEK
CURRENT YEAR / NEXT YEAR BUDGET COMPARISON REPORT
EXPENDITURES PRELIMINARY BUDGET

Projection: 20141

EMS

DESCRIPTION	ROLLUP CODE	2011 ACTUAL	2012 ACTUAL	2013 BUDGET	2014 BASE	
TRAINING						
FIRE TRAINING CONTRACTUAL SVCS	CS902	3,150	-	-	-	
FIRE TRAINING FRINGES	FB902	20,977	31,120	23,369	24,743	
FIRE TRAINING FEES & SERVICES	FS902	299	324	350	375	
FIRE TRAINING MATERIALS	MS902	2,053	5,036	6,500	6,195	
FIRE TRAINING SALARIES	SW902	94,108	93,364	97,486	108,417	
FIRE TRAINING PROF DEVLPMNT	TT902	2,081	3,674	10,500	8,000	
FIRE TRAINING UTILITIES	UT902	-	-	-	780	
SUB TOTAL		122,668	133,518	138,205	148,510	7.5%



TOWN OF QUEEN CREEK
CURRENT YEAR / NEXT YEAR BUDGET COMPARISON REPORT
EXPENDITURES PRELIMINARY BUDGET

Projection: 20141

EMS

DESCRIPTION	ROLLUP CODE	2011 ACTUAL	2012 ACTUAL	2013 BUDGET	2014 BASE	
GRAND TOTAL		6,205,954	5,271,791	5,783,655	6,245,197	8.0%

Recommended Supplemental Expenditures

Emergency Services

Corporate Strategic Linkage

Operations	KRA 9 Goals 1 & 5	Two Fire Fighter Positions (Net)	\$150,000
		Apparatus Lease/Purchase	\$95,300*
Public Safety	KRA 6 Goal 2 KRA 9 Goal 3	School Resource Officer	\$60,250
		Capital Equipment Related to SRO	\$74,860
			\$380,410

* Reflects year one of a 7 year lease/purchase for new fire apparatus, total acquisition Cost \$600,000.



TOWN OF QUEEN CREEK
5-Year Projection
DRAINAGE & TRANSPORTATION

Base

DESCRIPTION	2014	2015	2016	2017	2018
LGIP-CONSTRUCTION SALES TAX 2%	(1,317,000)	(1,707,000)	(1,707,000)	(1,707,000)	(1,707,000)
GOVERNMENTAL REIMBURSEMENT	(112,500)	-	-	-	-
TRANSFER IN	(554,000)	(779,000)	(660,000)	(677,000)	(677,000)
FUND BALANCE	-	-	-	-	0
TOTAL REVENUE	(1,983,500)	(2,486,000)	(2,367,000)	(2,384,000)	(2,384,000)
MAJOR EQUIPMENT >10,000					
SLID's	-	-	-	-	1,200,000
PROJECTS	-	-	-	-	-
LIBRARY ACCESS ROAD	185,000	-	-	-	-
INTERSECTION OF RITTENHOUSE AND CLOUD	250,000	-	-	-	-
RITTENHOUSE WEST OF VESTAR	1,157,874	3,342,126	-	-	-
OCOTILLO UPRR CROSSING	115,000	1,385,000	-	-	-
ELSWORTH OCOTILLO TO RITTENHOUSE	500,000	1,673,487	2,849,998	-	-
FREEWAY DIRECTIONAL SIGNS	50,000	-	-	-	-
TRANSPORTATION STUDY	150,000	-	-	-	-
PAYMENT TO MARICOPA COUNTY FLOOD CONTROL	-	378,000	189,000	187,000	-
TRANSFERS OUT	2,053,000	2,055,000	2,052,000	2,053,000	2,055,000
DEBT SERVICE PAYMENT	648,000	648,000	649,000	648,000	649,000
TOTAL EXPENSE	5,108,874	9,481,613	5,739,998	2,888,000	3,904,000
PROJECTS APPROVED BY COUNCIL 01/16/2013					
FUND BALANCE USED (CREDIT)	3,125,374	6,995,613	3,372,998	504,000	1,520,000



TOWN OF QUEEN CREEK
5-Year Projection
DRAINAGE & TRANSPORTATION

Unfunded

DESCRIPTION	2014	2015	2016	2017	2018
CHNDLR HTS @ SOSSAMAN (T.S.)	420,000		-	-	-
POWER RD ADDITIONAL PAVEMENT	250,000		-	-	-
SOSSAMAN RD SOUTH OF RITTENHOUSE	225,000				
ELLSWORTH RD @ QUEEN CREEK (CUL DE SAC)	60,000				
OCOTILLO @ UPRR DRAINAGE DESIGN	150,000				
RIGGS RD - ELLSWORTH TO MERIDIAN		1,500,000			
OCOTILLO @ UPRR DRAINAGE	-	500,000	-	-	-
OCOTILLO @ VICTORIA		275,000			
HAWES RD-RITTENHOUSE TO OCOTILLO	-		5,200,000	-	-
OCOTILLO-RECKER TO POWER OVR SONQ W	-		5,000,000	-	-
OCOTILLO RD CULVERT @ QC WASH	-		750,000	-	-
QUEEN CREEK @ HAWES (T.S.)	-		275,000	-	-
OCOTILLO @ POWER (T.S.)	-		275,000	-	-
POWER RD CHANNEL- RIGGS TO CHNDL HGHTS	-		220,000	-	-
QUEEN CREEK RD - ELLSWORTH TO CRISMON	-		-	4,000,000	-
RITTENHOUSE TO QUEEN CREEK RD				425,000	
OCOTILLO @ HAWES (T.S.)				300,000	
OCOTILLO RD-SOSSAMAN TO HAWES	-		-	-	4,500,000
GERMANN TO QUEEN CREEK 1/2 STREET					3,100,000
RITTENHOUSE RD 214TH ST BRIDGE	-		-	-	500,000
TOTAL EXPENSE	1,105,000	2,275,000	11,720,000	4,725,000	8,100,000



TOWN OF QUEEN CREEK
5-Year Projection
DEVELOPMENT FEE

Base

PARKS, OPEN SPACE RECREATION

DESCRIPTION	2014	2015	2016	2017	2018
DEVELOPMENT IMPACT FEES	(1,946,250)	(664,000)	(664,000)	(664,000)	(664,000)
TOTAL REVENUE	(1,946,250)	(664,000)	(664,000)	(664,000)	(664,000)
DEBT SERVICE PAYMENT	1,163,000	1,160,000	1,161,000	1,162,000	1,160,000
TOTAL EXPENSE	1,163,000	1,160,000	1,161,000	1,162,000	1,160,000
FUND BALANCE USED (CREDIT)	(783,250)	496,000	497,000	498,000	496,000

TOWN BUILDINGS & VEHICLES

DESCRIPTION	2014	2015	2016	2017	2018
DEVELOPMENT IMPACT FEES	(817,815)	(760,000)	(762,000)	(785,000)	(785,000)
TOTAL REVENUE	(817,815)	(760,000)	(762,000)	(785,000)	(785,000)
PROJECTS					
DEBT SERVICE PAYMENT	688,000	688,000	687,000	685,000	688,000
TOTAL EXPENSE	688,000	688,000	687,000	685,000	688,000
FUND BALANCE USED (CREDIT)	(129,815)	(72,000)	(75,000)	(100,000)	(97,000)

TRANSPORTATION

DESCRIPTION	2014	2015	2016	2017	2018
DEVELOPMENT IMPACT FEES	(553,665)	(779,000)	(660,000)	(677,000)	(677,000)
TOTAL REVENUE	(553,665)	(779,000)	(660,000)	(677,000)	(677,000)
TRANSFERS OUT	553,665	779,000	660,000	677,000	677,000
TOTAL EXPENSE	553,665	779,000	660,000	677,000	677,000
FUND BALANCE USED (CREDIT)	-	-	-	-	-



TOWN OF QUEEN CREEK
5-Year Projection
DEVELOPMENT FEE
 Base

LIBRARY

DESCRIPTION	2014	2015	2016	2017	2018
DEVELOPMENT IMPACT FEES	(616,500)	(380,000)	(380,000)	(380,000)	(380,000)
TRANSFER IN	(393,500)	(630,000)	(631,000)	(630,000)	(630,000)
TOTAL REVENUE	(1,010,000)	(1,010,000)	(1,011,000)	(1,010,000)	(1,010,000)
DEBT SERVICE PAYMENT	1,010,000	1,010,000	1,011,000	1,010,000	1,010,000
TOTAL EXPENSE	1,010,000	1,010,000	1,011,000	1,010,000	1,010,000
FUND BALANCE USED (CREDIT)	-	-	-	-	-

PUBLIC SAFETY

DESCRIPTION	2014	2015	2016	2017	2018
DEVELOPMENT IMPACT FEES	(332,625)	(303,000)	(276,000)	(280,000)	(280,000)
TOTAL REVENUE	(332,625)	(303,000)	(276,000)	(280,000)	(280,000)
TRANSFER OUT	332,625	303,000	276,000	280,000	280,000
TOTAL EXPENSE	332,625	303,000	276,000	280,000	280,000
FUND BALANCE USED (CREDIT)	-	-	-	-	-

FIRE

DESCRIPTION	2014	2015	2016	2017	2018
DEVELOPMENT IMPACT FEES	(388,395)	(395,000)	(338,000)	(345,000)	(345,000)
TOTAL REVENUE	(388,395)	(395,000)	(338,000)	(345,000)	(345,000)
TRANSFERS OUT	26,119	26,119	26,119	26,119	26,119
DEBT SERVICE PAYMENT	173,318	172,000	172,000	172,000	172,000
TOTAL EXPENSE	199,437	198,119	198,119	198,119	198,119
FUND BALANCE USED (CREDIT)	(188,958)	(196,881)	(139,881)	(146,881)	(146,881)

Other Capital Project Recommendations

1) Splash Pad – See Attached

Capital costs = \$120,000
On-going costs = \$16,220

*Proposed Capital cost to be funded by General Fund unrestricted balance

2) Dog Park – See Attached

Recommended Option – Downtown (Old Church Lot)

Capital costs = \$120,000
On-going costs = \$18,000

*Proposed Capital cost to be funded by General Fund unrestricted balance



Town of Queen Creek

FY14 SUPPLEMENTAL REQUEST

Department: **Management Services – Recreation Division**

Project Title: **Plan, construct and maintain a Splash Pad water feature.**

Priority
Code:

<input type="checkbox"/> Corporate Strategic Plan	<i>Describe</i>
<input type="checkbox"/> Department Strategic Plan	<i>Describe:</i>
<input type="checkbox"/> Department Action Plan	<i>Describe:</i>
<input type="checkbox"/> Town Council Goal	<i>Describe:</i>

BUDGET IMPACT

Object	Description	One Time Cost	Ongoing Cost	Total Cost
	Splash Pad	100,000		
	Site prep; lighting; bringing utilities to the feature location	20,000		
	Utility: Water (annual)		220	
	Utility: Electric (annual)		1,000	
	Staff time (annual)		15,000	
	Security: Cameras; Wireless; Recording; Hardware/Software	XX	XX	
	Permitting/Inspections (Health Department?)		XX	
			Grand Total:	\$136,220

SUPPLEMENTAL PURPOSE

Description of Issue:

The Town does not currently have an aquatic center for service to residents. A Splash Pad is a great way to add a water feature to the Town's list of amenities, but at a fraction of the cost of a pool. Resident interest in this type of feature is high.

Suggested Solution:

Build to completion a splash pad at Founders Park. Splash pads are a very popular way to add a recreational water feature that is less expensive than building/maintaining a pool. Splash pads are typically safe and fun

for a wide age range, including very small toddlers, because there is always less than 1" of standing water. Adding this feature to Founders Park will bring additional traffic to the Town Centre.

The cost listed above is based on a quote received from Splash Zone LLC on March 5, 2013. Some site prep has been added into the base cost of approximately \$81,000 (seating, walkways, ADA accessibility). Ongoing maintenance costs were estimated by maintenance staff from Grounds Maintenance and Facilities Divisions.

Ongoing maintenance of a splash pad includes daily chemical checks (multiple times during high-use seasons), filter cleaning and pad cleaning, along with graffiti removal as needed. This feature is expected to be very popular, so additional oversight and maintenance may be required.

Currently there is insufficient parking at Founders Park for a new high-use feature to be added. Staff is recommending adding parking to the Town owned empty lot immediately east of the softball field. An entrance/exit driveway and an improved parking surface (likely decomposed granite) would be installed. Fencing currently blocking access to the lot would be either removed completely or moved to allow access to the park for all users. (Separate supplemental)

Project Cost : \$101,000 (splash pad - \$81,000; site work - \$20,000)

Ongoing Costs : \$20,000 / year (estimated staff time, chemicals, maintenance supplies)

Alternatives:

- 1) Save on project cost by building a smaller splash pad with fewer features than the recommended option. Total square footage would be reduced to 1,000 square feet. Water features/nozzles would be reduced by 1/3 as well. This splash pad would provide space for fewer users. Some installation costs remain the same no matter the size of the pad. Similarly, ongoing maintenance costs would not be reduced significantly by building a smaller splash pad.
The cost of this park would be approximately **80,000** and the ongoing costs remain about the same.
- 2) Save on project cost by building the splash pad with even fewer features on an even smaller space. Total square footage would be reduced to 750 square feet. Water features/nozzles would be reduced by 1/2 as well. Some installation costs remain the same no matter the size of the pad. Similarly, ongoing maintenance costs would not be reduced significantly by building a smaller splash pad.
The cost of this park would be approximately **60,000** and the ongoing costs remain about the same.





Splash Zone®
 p. 800-985-3031
 f. 866-869-3942

Proposal

DATE: March 5, 2013

Contract #:
 Customer ID:

*Contract pricing valid for 30 days from proposal date
 Prepared by: A Avarell*

Client Info:

Contact Name:
 Project Name: Town Of Queen Creek
 Street Address:
 City, ST ZIP Code:
 Phone: Fax/Email:

PROJECT DESCRIPTION			
APRX 1500 SQUARE FOOT COMMERCIAL SPLASH PAD LOCATED AT: QUEEN CREEK, AZ			
Aprx 1500 square foot concrete slab with minimum 4" thickness and proper slope for drainage. Acrylic lace finish			
(2) Rain Deck 8-Nozzle Ring-O-Water with universal housings.			
(2) Rain Deck 10-Nozzle Water Tunnels with universal housings.			
6 Rain Deck ground bubbler jets with universal housings.			
32 Rain Deck interchangeable ground spray jets with universal housings and adjustable nozzles.			
(2) Rain Deck manifolds and electronic solenoid control system with 4 programs.			
(2) Splash pad activator with bollard and programmable time intervals. Additional timer for recirculation pump.			
Splash pad ground sensor activator with programmable time intervals.			
(3) 2HP feature pump, (1) 2HP dedicated recirculation pump, TR140 sand filter system, in line chlorination system and UV sanitizer.			
1,700 gallon underground cistern including excavation, auto water fill and suction/return fittings.			
Pump House/Equipment Room			
Large Dumping Bucket Feature			
Aqua Turtle			
Lady Bug			
Flower Spray			
(2) Aqua Cannons			
Rainy Palm Tree			
Fire Hydrant Soaker			
Aqua Loop Set			
Benches			
Complete splash pad installation including all required plumbing material, spray nozzle install, above ground feature install, labor and other misc material.			
Client to be named as additional insured on Splash zone G/L policy with completed operations coverage.			
Splash Zone to perform system start-up, flush all nozzles and provide operation and maintenance orientation for client.			
Minimum 1/2" Water Supply for Water Leveler Provided by Client/GC and stubbed to an accessible location.			
All Inspections, Permits and Permit Fees Responsibility of Client.			
Minimum Three 15 AMP Service for 220V (x3) Pumps Provided by Client.			

SUB TOTAL			\$80,795.44
SALES TAX			\$ -
TOTAL			\$ 80,795.44

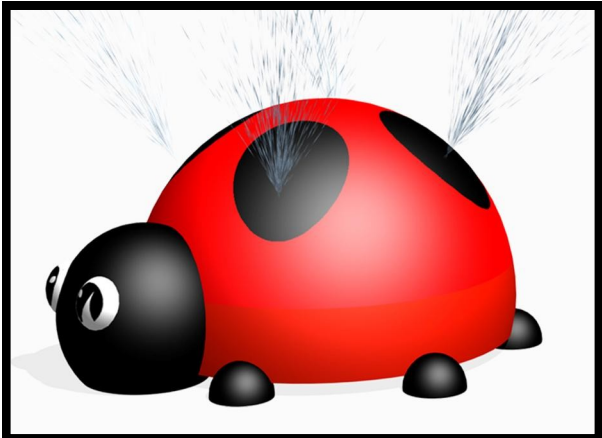
Signed: _____ Date: _____
 Splash Zone® LLC

Accepted: _____ Date: _____

THANK YOU FOR YOUR BUSINESS!

Payment Schedule (or as otherwise agreed upon)

20% deposit due before work begins.	\$ 16,159.09
Progress billings.	\$ 56,556.81
10% final after client sign-off.	\$ 8,079.54
	<u>\$ 80,795.44</u>





Town of Queen Creek

FY14 SUPPLEMENTAL REQUEST

Department: **Management Services – Recreation Division**

Project Title: **Plan, construct and maintain a DOG PARK.**

Priority
Code:

<input type="checkbox"/> Corporate Strategic Plan	Describe
<input type="checkbox"/> Department Strategic Plan	Describe:
<input type="checkbox"/> Department Action Plan	Describe:
<input type="checkbox"/> Town Council Goal	Describe:

BUDGET IMPACT

Object	Description	One Time Cost	Ongoing Cost	Total Cost
	Dog Park	108,000		
	Utility: Water		2,500	
	Utility: Electricity		2,500	
	Equip Maint Costs (annually)		200	
	Supplies/Materials: Seed, Fertilizers, plant replacements, granite, soil, herbicides, signage, fencing, irrigation supplies, misc replacement & repair supplies, misc services, repairs, replacement, minor tools/equip		3,000	
	Security Gates: Timed Open/Close; Hardware/Software			
	Annual Labor Costs		9,900	
			Grand Total:	\$126,100

SUPPLEMENTAL PURPOSE

Description of Issue:

The Town does not currently have park space dedicated for dog owners to interact leash-free with their pets. Popular nationwide, there has been a high number of resident requests for a dog park in Town.

The 2007 Five Park Master Plan includes a dog park at Sossoman and Cloud Roads and is estimated to cost approximately **\$5.5 mil.** Prohibitively expensive at this time, staff has opted to propose using developed space for the new dog park feature, as current available spaces may already have parking, restrooms, lighting, and utilities.

Suggested Solution:

Staff's recommendation is to convert the property just south of the Town Hall complex (22340 S. Ellsworth Rd; recently demolished church building). This site was chosen due to its proximity to Town Centre, available parking, access to electricity and water, easy-to-add lighting, relatively low start-up costs (irrigation, grading, utilities, etc), and the desirable rectangular shape of the space. It is not directly next to any residential dwellings and is directly across the street from Founders' park.

To accomplish turning this parcel into the Town's first dog park, staff will demolish/remove the unused trailer currently on the property. Irrigation system will be built to suit the needs of the site. Staff will determine the best way to add lighting and timers (preferably to existing electric poles). 6-Foot chain link fencing will contain the area, including a double entry gate found at most dog parks. Two separate play areas are created – a smaller one for timid dogs and the larger portion for active dogs. Some trees, benches, raised trash cans and doggie-clean-up stands will be added to both areas.

Due to the size of this parcel (approximately 1 acre), space is not available to create "zones". Zones allow for areas of the park to be closed for recovery time, while other areas are open for use. The area designated as a dog park will likely be used heavily, as shown by other near-by parks. Heavy usage will likely result in areas nearly devoid of grass. Maintenance of the area becomes more difficult and time consuming due to fencing, hours of use, animal traffic and lower water use. Also, this type of park tends to create an odor that will affect nearby areas.

The park will be closed on Mondays. A full day is recommended for both the safety of the animals (chemical applications, fertilizers, etc) and better recovery of the worn turf.

The cost to build this park will be approximately **\$108,000**. Annual maintenance costs will be approximately **\$18,100**. See breakdown of costs in attachment.

Alternatives:

- 1) Construct a dog park on the southwest corner of Town-owned property adjacent to the library, just west of the large parking lot. This is the most expensive item because it will need to be fully constructed from scratch, tapping into nearby electric and water (potentially very expensive). Also, as a low-budget dog park, may seem out of place in that section of the Town Center. This space is occasionally used as overflow parking for local festivals and events, and building the dog park would eliminate using as parking. The best advantage of this site is the size of the space, which would allow four zones, meaning staff could shift use between the zones to keep a better looking park space. Lots of parking is available. Restroom facilities would be available during normal operating hours for the Queen Creek Library, and to a lesser extent, the Recreation Annex. Cost: Approximately **\$216,000**; Annual maintenance costs will be approximately **\$23,000**. See breakdown of costs in attachment.
- 2) Use a portion of Desert Mountain Park (denoted in the attachment). The cost is lower than the recommended option, as the grass, trees and irrigation are already in place. However, other equipment needed is similar – fencing, re-constructed irrigation, electric, potable water, lighting. Maintenance costs will be reduced by approximately one third. The area available to create a dog park is long and narrow, instead of rectangular. Similar to the plan above, space is not available to create zones, resulting in a **visible difference in the look of the dog park area** versus other areas of the park. Also, due to the slope in some retention areas used for parking lot run-off, the area is not flat and could be unusable for a time after weather events. Restrooms, child play area and ramadas are very close. Parking is abundant. Cost: Approximately **\$58,000**; Annual maintenance costs will be approximately **\$6,000**. See breakdown of costs in attachment.

CIP Costs Estimates:

Disclaimer: Costs estimates are fairly close with regards to everything but the lighting. This is a "guess" based on proximity to power source, availability of existing structures, quality expectations, etc. I recommend getting an electrical professional to review and offer input.

Downtown Option (Old Church Property)

Approximately one (1) acre of fenced-in turf grass

Development Costs:

- Demo: Need to remove existing mobile home and shed/carport structure - \$10K
- Approx 1200 linear feet of 6' chain link fencing (based on \$15/Ln ft for 6' chain link) - \$20K
- Installation of irrigation systems: Based on In-house design and project management - \$20K
- Domestic water supply: 2" water meter, 2" check valve and cage, 1" check valve and cage, and domestic water supply runs to two locations for drinking fountains - \$6K
- Two Dog drinking fountains - \$6K
- 2 dog waste stations - \$1K
- Seed/Fert/Top dressing: \$3K (6 week establishment period)
- Seed bed work -(scrape, haul, till, rake, Laser grade, incorporate amendments– \$10K
- Lighting: Limited lighting – four posts/lamps/power runs/controls/etc - \$15K (estimated)
- 5 benches with concrete foundations - \$5K
- 9 box trees installed - \$2K
- central control communication for irrigation management (recommended for consistency) - \$10K

Options:

- Sod Option: approx \$12K more. (2 week establishment period)

Total Development Costs : \$108,000

➤ With Sod Option: \$120,000.00

Ongoing Costs: \$18,000/year

Library Acreage Lot:

Approximately two (2) acres of fenced-in turf grass

Development Costs:

- Approx 2400 linear feet of 6' chain link fencing (based on \$15/Ln ft for 6' chain link) - \$44K
- Installation of irrigation systems: Based on In-house design and project management - \$35K
- Domestic water supply: 2" water meter, 2" check valve and cage, 1" check valve and cage, and domestic water supply runs to two locations for drinking fountains - \$8K
- 4 Dog drinking fountains - \$12K
- 4 dog waste stations - \$2K
- Seed/Fert/Top dressing (6 week establishment period) - \$6K
- Seed bed work (scrape, haul, till, rake, Laser grade, incorporate amendments) - \$20K
- Lighting: Limited lighting – 8 posts/lamps/power runs/controls/etc (estimated) - \$50K
- 12 benches with concrete foundations - \$12K
- 14 box trees installed - \$3K

Options:

- Sod Option: approx \$24K more. (2 week establishment period)

Total Development Costs : \$216,000

➤ With Sod Option: \$234,000.00

Ongoing Costs: \$23,000/year

Desert Mountain Park

Approx 60,000 sq ft (existing space)

Development Costs:

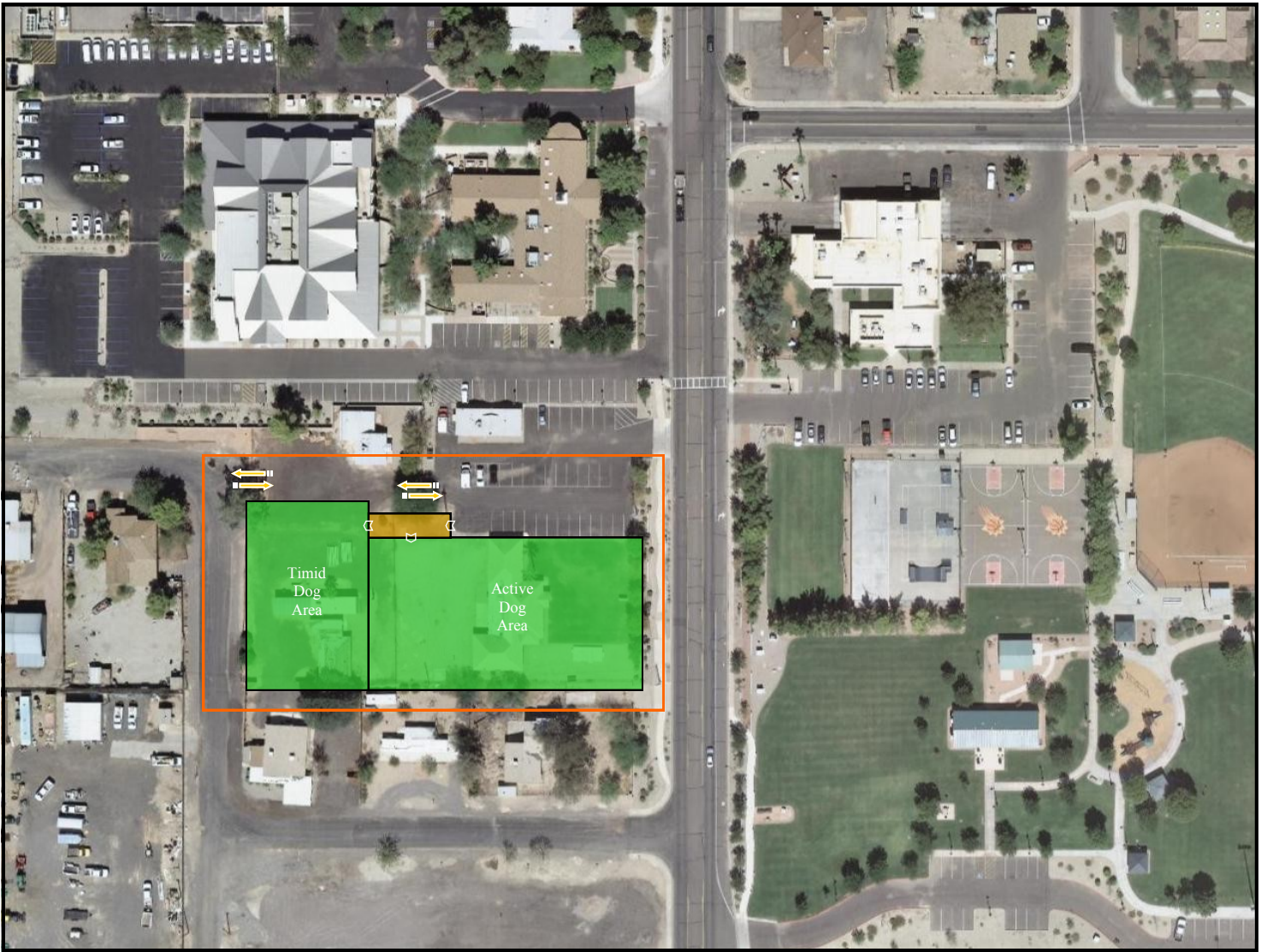
- Approx 2000 Ln ft of 6' chain link fencing (based on \$15/Ln ft for 6' chain link) - \$28K
- Renovation of irrigation systems: Based on In-house design and project management - \$5K
- Domestic water supply: domestic water supply runs from restroom building to two locations for drinking fountains - \$3K
- Two Dog drinking fountains - \$6K
- 2 dog waste stations - 1K
- Lighting: Existing Limited lighting + additional lamps and power runs/controls/etc - \$10K (estimated – Need Facilities input on whether or not site can support additional loads)
- 5 benches with concrete foundations - \$5K

Total Development Costs : \$58,000.00

Ongoing Costs: \$6,000/year

Costs will be off-set to some degree by existing site maintenance programs currently in place.
The dog park will require additional maintenance programs.

RECOMMENDED OPTION



ZOOMED IN



ALTERNATIVE #1



ALTERNATIVE #2



Other Capital Project Recommendations

3) Public Safety / Fire Station Design and Build - See Attached

Options -

1. Fire Station Only
 2. Public Safety Building (Fire and MCSO)
 3. Public Safety Building and Council Chambers
- Recommendation is to fund option 3 design costs of \$1,627,500 in FY14
 - Proposed design cost to be funded by Fire Development fund balance \$575,000, Public Safety Development fund balance \$350,000 and General Fund unrestricted fund balance \$702,500.
 - In order to construct the facility we would need to obtain a loan of approximately \$14 million including contingency costs. Annual debt service at 25 years at 4% would be approximately \$832,000 annually.



MEMO

Date: February 9, 2013

To: John Kross, Town Manager

From: Ron Knight, Interim Fire Chief

Subject: Public Safety/Fire Station Building Design

Option 1: Fire Station

This request is for Fire Development Funds to design a four bay fire station in the amount of **\$496,875.00**. This request is for design only at this time. In the past, there was grant funding to assist in construction which required having shovel ready plans. There currently is not any grant opportunities, but this would allow us to apply when future grant opportunities come available. Several cities in the valley, Mesa, Gilbert, Phoenix, and Buckeye have had success in receiving grants in the last few years. This request is to design a new downtown fire station and locate it on the property to the north of the post office. We have looked at recently constructed fire stations, talked to design professionals and determined \$265.00 per square foot for construction cost on a 12,500 square foot project.

The estimated project cost for this option is \$4,273,125.00 including design cost. The design cost amount is \$496,875.00

Station Design Request = \$496,875.00

Option 2: Fire Station/Police Station

This request is for Public Safety and Fire Development Funds to design a Public Safety building that will house a four bay fire station and a police station in the amount of **\$1,312,500.00**. This request would allow staff to design a shared public safety building on the property located west of the current Development Services Building. It is estimated the Public Safety Building would be approximately 25,000 square feet in size, 12,500 square feet for fire and 12,500 square feet for police services. This request is for design funds only at this time. Staff has researched recent construction projects and talked with design teams to come up with the estimated cost of \$350.00 per square foot for construction cost.

The estimated project cost for this option is \$11,287,500.00 including design cost. The design cost amount is \$1,312,500.00.

Public Safety Building Design Request = \$1,312,500.00

Option 3: Fire Station/Police Station/Council Chambers

This request is for Public Safety and Fire Development Funds to design a Public Safety building that will house a four bay fire station, police station and council chambers in the amount of **\$1,627,500.00**. This request would allow staff to design a shared public safety building on the property located west of the current Development Services Building. It is estimated the Public Safety Building would be approximately 31,000 square feet in size, 12,500 square feet for fire services, and 12,500 square feet for police services and 6,000 square feet for council chambers. This request is for design funds only at this time. Staff has researched recent construction projects and talked with design teams to come up with the estimated cost of \$350.00 per square foot for construction cost.

The estimated project cost for this option is \$13,996,500.00 including design cost. The design cost amount is \$1,627,500.00

Public Safety Building Design Request = \$1,627,500.00

Design is estimated to be 18 months. This includes the RFQ process for selection of the design team, programming, design review (internal process) to completed documents.

Construction is estimated to by 18 months as well. (The exception would be the stand alone fire station and this project is estimated 12-13 months)

Other Capital Project Unfunded

- 1) HPEC – Super Arena concept
- 2) HPEC – Audit of sound system



TOWN OF QUEEN CREEK
5-Year Projection
HURF
 Base

HURF

DESCRIPTION	2014	2015	2016	2017	2018
HURF FUNDS	(1,487,000)	(1,532,000)	(1,578,000)	(1,625,000)	(1,674,000)
TOTAL REVENUE	(1,487,000)	(1,532,000)	(1,578,000)	(1,625,000)	(1,674,000)
STREET IMPROVEMENTS & MAINTENANCE	1,487,000	1,532,000	1,578,000	1,625,000	1,674,000
TOTAL EXPENSE	1,487,000	1,532,000	1,578,000	1,625,000	1,674,000
FUND BALANCE USED (CREDIT)	-	-	-	-	-

TOWN OF QUEEN CREEK
5-Year Projection
HURF
 Unfunded

HURF

DESCRIPTION	2014	2015	2016	2017	2018
STREET MAINTENANCE / REPAIR	413,000	668,000	622,000	575,000	526,000
TOTAL EXPENSE	413,000	668,000	622,000	575,000	526,000



TOWN OF QUEEN CREEK
5-Year Projection
OTHER FUNDS

Base

TOWN CENTER

DESCRIPTION	2014	2015	2016	2017	2018
SALES TAX .25%	(435,000)	(457,000)	(480,000)	(504,000)	(529,000)
FACILITY RENTALS	(30,000)	(30,000)	(30,000)	(30,000)	(30,000)
SIGNAGE REVENUE	(7,000)	(7,000)	(7,000)	(7,000)	(7,000)
TOTAL REVENUE	(472,000)	(494,000)	(517,000)	(541,000)	(566,000)
QC INC	40,000	55,000	55,000	55,000	55,000
FAÇADE IMPROVEMENT	100,000	-	-	-	-
TOTAL EXPENSE	140,000	55,000	55,000	55,000	55,000
FUND BALANCE USED (CREDIT)	(332,000)	(439,000)	(462,000)	(486,000)	(511,000)

COMMUNITY EVENTS

DESCRIPTION	2014	2015	2016	2017	2018
CONTRIBUTIONS / DONATIONS	(25,000)	(25,000)	(25,000)	(25,000)	(25,000)
FUND BALANCE / TRANSFER IN	(10,000)	(10,000)	(10,000)	(10,000)	(10,000)
TOTAL REVENUE	(35,000)	(35,000)	(35,000)	(35,000)	(35,000)
TRUNK OR TREAT	17,500	17,500	17,500	17,500	17,500
PASSPORT TO DISCOVERY	17,500	17,500	17,500	17,500	17,500
TOTAL EXPENSE	35,000	35,000	35,000	35,000	35,000
FUND BALANCE USED (CREDIT)	-	-	-	-	-



TOWN OF QUEEN CREEK
5-Year Projection
OTHER FUNDS

Base

SPECIAL ASSESSMENT

DESCRIPTION	2014	2015	2016	2017	2018
PROPERTY ASSESSMENT	(1,841,000)	(1,842,000)	(1,843,000)	(1,842,000)	(1,842,000)
TRANSFER IN FROM D&T	(2,077,000)	(2,079,000)	(2,076,000)	(2,077,000)	(2,079,000)
TOTAL REVENUE	(3,918,000)	(3,921,000)	(3,919,000)	(3,919,000)	(3,921,000)
DEBT SERVICE PAYMENT	3,918,000	3,921,000	3,919,000	3,919,000	3,921,000
TOTAL EXPENSE	3,918,000	3,921,000	3,919,000	3,919,000	3,921,000
FUND BALANCE USED (CREDIT)	-	-	-	-	-

STREET LIGHT IMPROVEMENT DISTRICTS

DESCRIPTION	2014	2015	2016	2017	2018
ASSESSMENT TAX	(400,000)	(408,000)	(416,000)	(424,000)	(433,000)
ESTABLISHMENT FEE RECOVERY	(24,000)	(24,480)	(24,960)	(25,440)	(25,980)
TOTAL REVENUE	(424,000)	(432,480)	(440,960)	(449,440)	(458,980)
STREET LIGHT ELECTRICAL	424,000	432,480	440,960	449,440	458,980
TOTAL EXPENSE	424,000	432,480	440,960	449,440	458,980
FUND BALANCE USED (CREDIT)	-	-	-	-	-

Recommended Supplemental Expenditures

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Town Managers Office

Corporate Strategic Linkage

Town Manager	KRA 5: Goal 1	Service Delivery Optimization	\$30,000
	KRA 5 – Goal 2 & 3	Comp & Class Study	\$40,000
			\$70,000

General Fund Budget Supplemental Request | FY 13/14

Department Name: Town Manager
Department Number: 0100
Priority: A

Object Number	Description	One Time Costs	Ongoing Costs	Total Cost
403005	Professional and Technical Services	\$30,000	\$0.00	\$30,000.00
TOTAL		\$30,000.00	\$0.00	\$30,000.00

Explain request.

Funds to hire an outside consultant to complete a town-wide service delivery optimization study.

Address the need for this request and how the Town will benefit by granting this request.

The central focus of the study will be to evaluate the organizational and management structure to include the type and level of services delivered, staffing allocation, workforce/staffing demographics, performance indicators, operations/services and programs and so forth. The primary purpose of this study is to provide town leaders with recommendations to improve efficiency and increase cost-effectiveness enabling it to execute its goals.

Will this enable you to show savings elsewhere in your departmental budget?

The study itself will not produce savings, but staff anticipates that implementation of the study recommendations will improve efficiency and generate savings in several departments.

Indicate the impact on the Town, your department, if this request is not granted.

Workforce & Technology

Corporate Strategic Linkage

Information Technology	KRA 5 – Goal 2	Business Analyst	\$65,000
	KRA 10 – Goal 1-4	Virtual Desktop	\$310,300
			\$375,300



Town of Queen Creek

FY14 SUPPLEMENTAL REQUEST

Department: **Workforce & Technology**

Project Title: **Virtual Desktop System**

Priority

Code: **1**

<input type="checkbox"/> Corporate Strategic Plan	Describe: KRA 10, Goals 1 & 3
<input type="checkbox"/> Department Strategic Plan	Describe:
<input type="checkbox"/> Department Action Plan	Describe:
<input type="checkbox"/> Town Council Goal	Describe:

BUDGET IMPACT

Object	Description	One Time Cost	Ongoing Cost	Total Cost
407400	Storage (x2)	x		80,000
407550	Serverware (X6) 2 w/ datacore; 4 w/o	x		42,000
407550	Netscaler Software (x2)	x		18,000
407550	Citrix Licensing (x150)	x		56,250
407550	Datacore (x2) 5TB VL2 Fibre Channel nodes	x		9,000
407550	VUEM Licensing (x150)	x		3,150
403031	Project Management	x		32,800
407550	UPG vSphere 5.x Essentials to vSphere 5.x Enterprise Accel Kit for 6 sockets (A6394263)	X		16,500
407550	vSphere 5.x Enterprise Acceleration Kit for 6 sockets - 1yr Production SNS (A6391969)	X		7,410
407500	Annual Support (est. 17% excluding PM)		x	45,100

	Grand Total:	\$310,210
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SUPPLEMENTAL PURPOSE

Description of Issue: Town-issued desktop and laptop computers are aging and as a result, end-user efficiencies are impaired. These older computers in many cases no longer function correctly and in other cases are just very slow and no longer supported by their respective manufacturers.

Suggested Solution: Technology staff suggests the town replace existing laptops and desktops with appropriate emerging technologies. Most desktop computers would be repurposed to act as endpoints for a Virtual Desktop System thus removing the processing functionality from those computers. Staff members that require portable devices to carry out their respective job functions would receive appropriate portable devices such as laptop computers or mobile devices such as tablets or iPads. The above numbers are an estimate. If approved, the next step would be to have the vendor do a study of our data, applications and use to project accurate storage numbers.

Alternatives: The first alternative is to do nothing. The second alternative would be to replace all of the current desktops with new desktops. The downsides to this solution are the hundreds of man hours to build, customize, secure and deploy new desktops. The second downside is that the new desktop hardware and software would eventually go out of date and need to be replaced again. The third disadvantage is the additional man power needed to maintain and secure those desktops. The fourth disadvantage is that desktops are not backed up – the virtual desktop solution could include the option to backup desktop data. The fifth disadvantage is the lack of portability. With a virtual desktop solution, an end-user can use any terminal or portable device to securely access all of their applications – even remotely.

Economic Development

Corporate Strategic Linkage

Economic Development	KRA 8 Goals 3 - 8	Hotel Feasibility Study	\$50,000
		Economic Development Analyst	\$65,000
Communications & Marketing	KRA 2 Goal 2 & 3 KRA 10 Goal 1	Part-Time Media Specialist	\$35,000
		Branding Events & Festivals	\$15,000
HPEC	KRA 8 Goal 7	Maintenance & Operations Technician	\$48,000
		Sound for Shed Rows	\$10,000
QC Inc.	KRA 8 Goal 5	Staffing	\$15,000
			\$238,000



Town of Queen Creek

FY14 SUPPLEMENTAL REQUEST



Department: **Economic Development**
 Project Title: **Box Canyon Master Planning & Resort Feasibility Study**
 Priority Code:

Corporate Strategic Plan <input checked="" type="checkbox"/>	<i>Describe: KRA 8: Land Use/Economic Development. Goal 11. Evaluate options for accelerating resort and master planning in the San Tan Mountains.</i>
Department Strategic Plan <input type="checkbox"/>	<i>Describe:</i>
Department Action Plan <input type="checkbox"/>	<i>Describe:</i>
Town Council Goal <input type="checkbox"/>	<i>Describe:</i>

BUDGET IMPACT

Object	Description	One Time Cost	Ongoing Cost	Total Cost
403031	Master Plan/Resort Feasibility Study in Box Canyon	X		\$50,000
			Grand Total:	\$50,000

SUPPLEMENTAL PURPOSE

Description of Issue: Town Council recently approved the staff initiated General Plan Amendment for the Box Canyon area to increase the density to 1.8 dwelling units per acre. The increase in the residential density is intended to reflect the significant environmental and infrastructure issues related to the future use of this property. Development Services/Economic Development have begun to develop a plan to engage the various property owners to undertake the future development of this area as a unified project.

Suggested Solution: The Town is taking a leadership role in master planning this unique area however the intent is to have the property owners participate in the process. There will be cost associated with the evaluation of infrastructure needs and the cost of a resort feasibility study to determine if this area is viable for a resort in the future.

Alternatives: Wait and see if the property owners will engage on their own and work cooperatively towards the development of this area.



Town of Queen Creek

FY14 SUPPLEMENTAL REQUEST

Department: **Economic Development**
 Project Title: **Economic Development Analyst Position Request**
 Priority
 Code:

<input type="checkbox"/> Corporate Strategic Plan	<i>Describe: KRA 8: Land Use/Economic Development – position will assist in the accomplishment of the goals and objectives related to economic development.</i>
<input type="checkbox"/> Department Strategic Plan	<i>Describe: Position will assist in gathering pertinent data related to the implementation of the department's strategic plan.</i>
<input type="checkbox"/> Department Action Plan	<i>Describe: Position will assist in the accomplishment of the goals and objectives outlined in the in the department's action plan.</i>
<input type="checkbox"/> Town Council Goal	<i>Describe:</i>

BUDGET IMPACT

Object	Description	One Time Cost	Ongoing Cost	Total Cost
401000	Permanent Salary		X	47,700
FR212	Fringe (@ 35%)		X	16,695
403200	Dues and Membership Fees (TBD)		X	700.00
			Grand Total:	\$65,095

SUPPLEMENTAL PURPOSE

Description of Issue: Due to the restructuring of the department three years ago less of the Director's time is spent directly on business development activities. As the economy steadily improves it has become more and more apparent that there is a need within this specific division for research, statistical and analytical data related to economic development issues for Queen Creek. If both the Director and Economic Development Specialist could rely on a coordinator/research analyst to provide the "back-up" information and coordination more time could be spent on project implementation, meetings with representatives from the development community and more proactive business development activities. It would also be helpful to have an individual track social media trends and website analytics to determine what is working and what is not working allowing staff to adjust messaging.

Suggested Solution: Hire an individual to assist with the following key items: develop presentation materials such as site maps, internet web pages, reports, economic and demographic data and trends. Work with I.T. to update the Economic Development webpage as needed, assist in the development of brochures (Economic Profile), market intelligence, perform statistical analysis, chart trends (for economic development and social media), determine growth forecasts.

Assist consultants with information for studies; prepare research reports, track population, statistical, analytical and market research on economic development issues.

Run economic impact reports using the ESI model; this would be extremely usually useful in measuring the impact of HPEC events on the economy.

The position title is Economic Development Analyst which is a new position but would be in the same pay range as an Information Technology Analyst I. There are similar positions in other municipalities within the Economic Development Department is the same pay range.

Alternatives:

Continue under the current conditions and possibly miss key opportunities or the ability to implement key programs that will help grow Queen Creek economic base.

Continue under the current conditions and utilize Tracy Corman's time at 100% for economic development programs and activities.



Town of Queen Creek

FY14 SUPPLEMENTAL REQUEST

Department: **Economic Development – Communications & Marketing**

Project Title: **Media Specialist Position Request**

Priority
Code:

<input checked="" type="checkbox"/> Corporate Strategic Plan	<i>Describe: KRA 2: Community Involvement, Goal 2 Enhance opportunities for resident participation in Town decision-making and keep residents educated and informed through community events and outreach programs. KRA 2 Community Involvement, Goal 3 Continue policies that advance transparency in governance</i>
<input type="checkbox"/> Department Strategic Plan	<i>Describe:</i>
<input type="checkbox"/> Department Action Plan	<i>Describe: There is a goal in the department's plan under Communication and Marketing to oversee the Town's social media sites; this involves daily maintenance and the ability to answer questions in a timely manner.</i>
<input type="checkbox"/> Town Council Goal	<i>Describe:</i>

BUDGET IMPACT

Object	Description	One Time Cost	Ongoing Cost	Total Cost
401000	Permanent Salary		47800.00	23900.00
FR0110	Fringe Roll Up		16730.00	10755.00
403100	3CMA Conference		1500.00	1500.00
403200	Dues: 3CMA / PRSA		500.00	500.00
404155	Cellular Stipend		975.00	975.00
407500	Equipment/Software: iPad; CS5 Software, Adobe Pro Upgrade		2550.00	2550.00
Grand Total:				\$40,180

SUPPLEMENTAL PURPOSE

Description of Issue: With the continued focus on digital communications, consistency in messaging is increasing important. Years of budget reductions have left the Communications & Marketing Division with only one full-time employee who is responsible for all Town communication (printed, digital and otherwise) and marketing (including all tourism and branding initiatives). Adding a part-time Digital Media Specialist in FY13

has assisted with the redesign of the Town's website and better continuity and timing on the Town's social media.

Suggested Solution:

We are requesting that the part-time Digital Media Specialist be expanded to a full-time position. Cultivating the Town's social media footprint requires strategy, timing and a strong voice, all of which can be achieved by having a full-time employee focused on that area of communication. As the new website is implemented, a great deal of time will be needed to ensure that accurate and timely information is posted and maintained. Although communication was decentralized years ago, there is still a lack of consistency among departments. Having additional hours to review the website on a regular basis will ensure that the information is current and relevant for residents.

Alternatives:

Continue to fund the Digital Media Specialist as a part-time position.



Town of Queen Creek

FY14 SUPPLEMENTAL REQUEST



Department: **Economic Development / Communications & Marketing**

Project Title: **Branding Initiative**

Priority
Code:

<input checked="" type="checkbox"/> Corporate Strategic Plan	<i>Describe: KRA 6: Image/Identity, Goal 1: Implement strategies that incorporate the Town's heritage and branding campaign, including attracting new and enhancing existing festivals, tourism marketing and strategic partnerships.</i>
<input type="checkbox"/> Department Strategic Plan	<i>Describe: KRA 2: Image and Identity, Goal: Brand recognition and marketing. Strengthen the QC brand. Objective 3: Raise the profile of Queen Creek as a tourism destination. Objective 4: Focus on attracting festivals and events to Queen Creek.</i>
<input type="checkbox"/> Department Action Plan	<i>Describe:</i>
<input type="checkbox"/> Town Council Goal	<i>Describe:</i>

BUDGET IMPACT

Object	Description	One Time Cost	Ongoing Cost	Total Cost
403100	IFEC – Convention	X		10000.00
405600	(Marketing) Event & Festival Branding Initiative	X		15000.00
405600	Branding Initiative			35000.00
Grand Total:				\$60,000

SUPPLEMENTAL PURPOSE

Description of Issue: Over the past several years the Town has worked hard to establish a brand that personifies the community's "convenience of the city, comfort of the country" atmosphere, including establishing marketing partnerships with several large destinations in Town. By working together to promote special events, unique destinations in the community and the Town's we have seen measurable increases to Queen Creek's visibility on a regional, national and international level.

Suggested Solution:

We are requesting that the budgeting for this program continue, as well as include the International Festivals and Events Association Convention and funds for an event and festival branding initiative. The convention would serve as a training opportunity that would allow staff to become more familiar with the festival industry

and provide knowledge about how to attract a variety of events to Queen Creek. Both the training and funds to assist events in marketing, security, traffic control, etc. would help Queen Creek become a "home" to events will further Queen Creek's reputation as a family friendly, fun community that would be an outstanding place to visit and/or relocate.

Alternatives:

This request could be fulfilled in pieces, such as just continuing the branding initiative but foregoing the festivals and events portion or vice versa.



Town of Queen Creek

FY14 SUPPLEMENTAL REQUEST

Department: Economic Development / HPEC

Project Title: Staffing

Priority

Code: A

<input checked="" type="checkbox"/> Corporate Strategic Plan	<i>Describe:</i> KRA 8: Land Use/Economic Development - Goal 9. Continue to monitor, evaluate and adjust HPEC Cost Recovery policies. In order to accommodate new, larger equestrian and non-equestrian events at HPEC to increase revenues, additional staff is needed to relieve the pressure on the existing staff. Additional staff will also allow for flexibility as well as some certainty in the schedule.
<input type="checkbox"/> Department Strategic Plan	<i>Describe:</i>
<input type="checkbox"/> Department Action Plan	<i>Describe:</i>
<input type="checkbox"/> Town Council Goal	<i>Describe:</i>

BUDGET IMPACT

Object	Description	One Time Cost	Ongoing Cost	Total Cost
401000	(New) Full Time M&O Position		X	35,588
FR315	F/T M&O Fringes @ 35%		X	12,456
401000	Sr. Recreation Technician Wage Increase (Step 9)		X	2,691
FR315	Sr. Recreation Technician Fringe Adjustment		X	515
			Grand Total:	\$51,250.00

SUPPLEMENTAL PURPOSE

Description of Issue: We frequently have 200 to 300 horse shows run through our west arenas nearly back to back. These shows will run for four to eight days in length and can take anywhere from 10 to 16 hours / day to finish competition. The cleanup and setup between shows can often take a full staff effort of 10 hour days over anywhere from 2 to 3 days.

The strain on our existing staff has surfaced over and over again. Recently we lost a very good team mate to

SRP as a result of the unreliability of days off and the uncertainty of when a shift might end.

Suggested Solution: We believe that the addition of one more M&O specialist will go miles toward relieving this pressure.

Alternatives:

- a. Reduce the number of events HPEC books in order to lessen the strain on staff.
- b. Push on as we are and prepare to replace existing staff and train new staff as they vote with their feet.
- c. Try to plug the gaps with temporary labor. The dangers here are numerous and involve inconsistency of personnel quality, low skill levels, and availability.



Town of Queen Creek

FY14 SUPPLEMENTAL REQUEST

Department: **Economic Development / HPEC**

Project Title: **Arena Needs**

Priority

Code: **A**

Corporate Strategic Plan <input checked="" type="checkbox"/>	<i>Describe:</i> KRA 8: Land Use/Economic Development - Goal 9. Continue to monitor, evaluate and adjust HPEC Cost Recovery policies. In an attempt to attract different events to HPEC additional CIP projects are necessary for both capacity and safety reasons.
Department Strategic Plan <input type="checkbox"/>	<i>Describe:</i>
Department Action Plan <input type="checkbox"/>	<i>Describe:</i>
Town Council Goal <input type="checkbox"/>	<i>Describe:</i>

BUDGET IMPACT

Object	Description	One Time Cost	Ongoing Cost	Total Cost
407400	Super Arena Concept	X		50,000
403031	Sound for Shed Rows	X		10,000
403031	Sound Repair	X		25,000
406065	Stall Mats for 200 10x10 Stalls	X		20,000
Grand Total:				\$105,000

SUPPLEMENTAL PURPOSE

Description of Issue:

*** NOTE: Currently there is \$83,000 located within the Parks Development Fee Fund that has been carried forward from the \$1 million CIP request made in 2010 specifically for Horseshoe Park. ***

1. Super Arena: The SA concept goes like so: Arenas 2 and 4 will be joined together increasing our competitive floor space from 600' in two arenas to 665' in one. Then we will go to the north end of Arena #4 – open it up and incorporate an additional 95' into the new arena system. We will then have one arena with a total length of 760' vs. two arenas with combined lengths of 600'.

This new "Super Arena" can be divided into several smaller arenas allowing HPEC to accommodate wider number of events at a time or provide the multiple arenas needed for more complex events such as Dressage and Hunter/Jumpers. HPEC is already under pressure to provide some facility in this vein to our existing H/J contract.

2. Sound in Shed Rows: When the Shed Row Barnes were built, we held back on providing sound in this particular area. HPEC is now experiencing a high occupancy, and have had the experience to help with the decisions made on speaker placement, etc. HPEC staff has lived with the stalls long enough, and have had had several nearly to completely full events to where there is comfort in requesting to have the necessary equipment installed.
3. Sound Repair: HPEC existing sound system has repeatedly failed to provide clear intelligible sound. Most of the time the problem lies in Arena 4, but every arena we have has taken its turn at having garbled, squealing or static laden sound. HPEC would like to locate and hire a disinterested expert to diagnose the problems, and assist with locating a reputable repairman. Some of the problems should be no more complex than redirecting speakers while others may involve finding ways to prevent water from entering our conduit systems.
4. Stall Mats: HPEC did not install mats when the stalls were originally built for the same reasons sound wasn't added – to save money. It is now very apparent that HPEC needs to put mats in place. Every time a stall is cleaned, dirt is removed along with the manure. Stalls need to be backfilled for the following reasons: a) it is very dangerous for a horse to lay down in a stall that has gaps eroded under the walls of its stall. A leg can easily slip under the gap between the wall and floor causing serious injury to the horse when it tries to stand. The liability for this would be on HPEC. B) It is far faster for staff to clean stalls with mats than without. There would be a reflective savings in labor costs by adding stall mats.

Suggested Solution:

1. Super Arena: Employ the Super Arena as proposed
2. Mount speakers on existing light poles and direct them at the Shed Row Barns.
3. Try redirecting the speakers in Arena 1, and see if this solves the sound problem in this area. Seek out a competent sound auditor – diagnose problems in Arena 2 & 4.
4. Level the ground in shed row stalls – Install floor mats.

Alternatives:

1. Super Arena: the alternative to building this will be to ignore the need, and watch some of HPEC's high growth prospective events leave for other facilities.
2. Sound in Shed Rows: Choose to do nothing at this time, or purchase a couple "quarter mile haulers" and try to secure them from theft and in precarious positions will create a challenge.
3. Sound Repair: Ignore the problem, and hope that HPEC will have adequate sound on the days there are events.
4. Continue to repeatedly replace the lost fill dirt in order to prevent horses from sticking their legs under the stall walls, risking severe injury.



Town of Queen Creek

FY14 SUPPLEMENTAL REQUEST



Department: **Economic Development /**

Project Title: **Queen Creek Incubator additional staffing**

Priority

Code:

<input checked="" type="checkbox"/> Corporate Strategic Plan	<i>Describe: KRA 8: Land Use/Economic Development; Goal 7: Enhance the opportunities for Queen Creek businesses to be successful. Plan for the succession and evolution of the QC Inc. program.</i>
<input type="checkbox"/> Department Strategic Plan	<i>Describe:</i>
<input checked="" type="checkbox"/> Department Action Plan	<i>Describe: Continue QC Inc. and plan for the evolution of the QC Inc. program</i>
<input type="checkbox"/> Town Council Goal	<i>Describe:</i>

BUDGET IMPACT

Object	Description	One Time Cost	Ongoing Cost	Total Cost
	Additional staffing for the QC Inc in the afternoons		15,000	15,000
Grand Total:				\$15,000

SUPPLEMENTAL PURPOSE

Description of Issue:

In the original contract with the Queen Creek Chamber of Commerce, the Chamber was to provide half day of support staff to act as "office coordinator" and Chamber assistant. The Chamber President is responsible for covering the facility in the afternoons. With the recent move, the Queen Creek Incubator has significantly grown with over 100 patrons a week entering into the Incubator/Chamber/Visitors Centre making it difficult for the Chamber President to fulfill his own responsibilities. In addition, it is pertinent for the Incubator doors to remain open during business hours making sickness or afternoon meetings challenging for staff to cover.

Suggested Solution:

To make the current office coordinator a full-time, hourly position. This would eliminate the need for the Chamber President to remain in the Incubator every afternoon from 1:00 pm to 5:00 pm. The original contract with the Chamber (providing part time support) would remain in place. The supplemental would be for the additional expense of staff in the afternoons.

Alternatives:

To keep the current contract with the Chamber as is, with the Chamber President responsible for the afternoon shift Monday through Friday.

Have Economic Development Staff cover the afternoons when Chamber President needs to be out of the office. This has created difficulties due to last minute meeting conflicts and Economic Development staff's commitments.

Development Services

KRA 5: Financial Management / Internal Services and Sustainability

Goal 5: Development Services - SWOT

Corporate Strategic Linkage

Planning	KRA 1 Goal 3		
	KRA 2 Goal 3	Code Modernization Consulting Services	\$100,000
	KRA 4 Goal 3	General Plan Update	\$100,000
	KRA 8 Goals 1 & 2 & 4 & 8 & 10	Principle Planner	\$114,000
	KRA 7 Goal 4	Planning Administrative Assistant	\$47,000
	KRA 10 Goal 1		

Engineering	KRA 1 Goal 1	Traffic Engineer / Town Engineer	\$97,000	\$87,000
	KRA 4 Goal 3	Contractual Traffic Engineering Services		\$50,000
	KRA 7 Goals 1 & 6	Part-Time Engineering Inspector		\$36,000
	KRA 7 Goals 4 & 6	TRANSPORTATION STUDY		\$150,000

Building Safety	KRA 4 Goal 3	Building Safety Inspector (Net)		\$39,000
	KRA 5 Goal 4	Plans Examiner (Net)		\$58,000
	KRA 8 Goal 5	LIS/IVR Replacement		\$296,200

Public Works	Fleet	Case 570 NXT Tractor w/Cab		\$110,000	
	Street Maintenance	(2) Maintenance & Operations Assistance		\$94,000	
	Ground Maintenance	KRA 4 Goal 4	Part-Time Park Ranger		\$21,000
	Neighborhood Preservation	KRA 9 Goal 3	(2) Part-Time Neighborhood Preservation Coordinators		\$41,000

~~\$1,193,200~~

\$1,293,200

General Fund Budget Supplemental Request | FY 13/14

Department Name: Development Services-Planning
Department Number: 0205
Priority: A,B,C,D

Object Number	Description	One Time Costs	Ongoing Costs	Total Cost
403005	Professional Services – Code Modernization Consulting Services	\$250,000.00	\$0.00	\$250,000.00
TOTAL		\$250,000.00	\$0.00	\$250,000.00

Explain request.

Add funding for contracted consulting services for code modernization

Address the need for this request and how the Town will benefit by granting this request.

This request is to add funding for consulting services in order to modernize the Town's current code. This document governs the daily operations of the planning division and is in need of modernization to help guide new developments, and the regulation of existing developments, in the Town.

Will this enable you to show savings elsewhere in your departmental budget?

No.

Indicate the impact on the Town, your department, if this request is not granted.

As the economy and expectations for development evolve, it could cause conflicts, delays, and deterioration of the Town's reputation if the governing document does not evolve, as well.

General Fund Budget Supplemental Request | FY 13/14

Department Name: Development Services-Planning
Department Number: 0205
Priority: B

Object Number	Description	One Time Costs	Ongoing Costs	Total Cost
403005	Professional Services – General Plan Update Consulting Services	\$200,000.00	\$0.00	\$200,000.00
TOTAL		\$200,000.00	\$0.00	\$200,000.00

Explain request.

Add funding for contracted consulting services to initiate the update the Queen Creek General Plan

Address the need for this request and how the Town will benefit by granting this request.

The Town's current General Plan was adopted by the voters on September 2, 2008. By law communities are required to update the General Plan at least once every ten years. As a result, the new plan must be completed and approved by the voters in 2018. Due to the Town's significant growth and current growth related issues, it is expected preparation of a new draft General Plan will be a complex and time consuming process.

Development of the new draft General Plan will take 18 months. Total cost of the project is estimated to be \$400,000.00 and require an additional \$200,000 be budgeted in FY14/15 to complete.

When the plan was last updated in 2007/8 the professional services contract was \$244,320. Not included in that amount were printing, legal advertising, postage, copying and other related expenses.

Due to additional State requirements for larger communities, and the need for a more extensive public outreach effort due to the Town's increased size, staff is estimating the total effort may require up to \$400,000.00. This amount can be refinement once a Scope of Work has been prepared and contract negotiations with the preferred consultant are completed. The proposed project is proposed to be budgeted over two fiscal years.

Given the 18 month preparation process for the General Plan, if the funding requested above is approved, it would be possible for the updated General Plan to be on the ballot in the fall of 2015.

Should the request be deferred until FY14/15 the Plan would be placed on the fall 2016 election ballot.

Will this enable you to show savings elsewhere in your departmental budget?

No.

Indicate the impact on the Town, your department, if this request is not granted.

If funding is not granted for this request it would defer completion of the update of the General Plan. Given the potential for the General Plan not being approved by the voters (as happened in Scottsdale earlier this year) it is recommended the Town not wait until 2018 to place the plan on the ballot.

In addition, given the Town's current growth related issues and concerns, it may be advantageous to complete the new General Plan in advance of the required 2018 date. This would allow the plan to be more useful to the Council in evaluating complicated land use questions and to provide greater public input in to the General Plan process.

General Fund Budget Supplemental Request | FY 13/14

Department Name: Development Services-Planning

Department Number: 0215

Priority: A

Object Number	Description	One Time Costs	Ongoing Costs	Total Cost
401000	Permanent Salaries – Principal Planner	\$ 0.00	\$ 77,617.00	\$ 77,617.00
400405	Fringe Benefits	\$ 0.00	\$ 33,024.00	\$ 33,024.00
403100	Travel/Training – Professional Development	\$ 0.00	\$ 680.00	\$ 680.00
403200	Dues & Membership Fees	\$ 0.00	\$ 225.00	\$ 225.00
404155	Cellular Telephone Service – (1) cellular unit	\$ 0.00	\$ 660.00	\$ 660.00
407500	Minor Equipment – Computer Set-Up	\$1,000.00	\$ 0.00	\$ 1,000.00
407500	Minor Equipment – Cellular Telephone	\$ 100.00	\$ 0.00	\$ 100.00
TOTAL		\$1,100.00	\$112,206.00	\$113,306.00

Explain request.

Hire one (1) full-time permanent Principal Planner

Address the need for this request and how the Town will benefit by granting this request.

At present the Town's land use planning functions are focused on "short term" projects such as rezoning requests, subdivision plats and responding to questions from developers and the public.

This is a time consuming process, which leaves little time for the completion of "long term" planning projects such as updating the Town's General Plan and zoning ordinance, research on additional planning projects, and participation in regional planning related projects. These types of activities require time commitments that are currently not available, given the press of other required projects. They also require the participation of an experienced staff planner who is knowledgeable in these areas and comfortable being the Town's point of contact for complex and time consuming projects.

At present the Planning Administrator is responsible for these duties, in addition to the management of the division staff and all "short term" activities, which results in the Town being underserved in these areas. As a result, "long term" activities are typically deferred or not undertaken at all.

Will this enable you to show savings elsewhere in your departmental budget?

Approval of this request will not result in salary savings. It will result, however, in the following:

- The town being able to respond more professionally and completely to development requests.
- The ability to respond more quickly to research and special project requests from Management and the Town Council.
- Allowing the Planning Administrator more time to:
 - Participate in "external" planning projects that affect the Town including ADOT on SR-24, the North South Freeway and the Passenger Rail Study, with MAG planning projects, the East Valley Partnership and others.
 - Undertake significant planning related projects including the update to the General Plan and the Zoning Ordinance, as well as other larger scale planning projects.
 - Provide additional staff support to Management and the Town Council on planning related issues.

Indicate the impact on the Town, your department, if this request is not granted.

Given the increasing volume of work as a result of the Town's continued growth the existing staff has had to focus on completion of "short term" high priority projects, which has left larger and more time consuming projects deferred and uncompleted. Should this position not be approved the ability to the division to take on "long term" projects will be further compromised. The existing use of resources also results in senior staff being underutilized to complete more routine projects that could be delegated, thereby allowing senior staff time to undertake projects where their skills could be more appropriately utilized.

General Fund Budget Supplemental Request | FY 13/14

Department Name: Development Services-Planning
 Department Number: 0205
 Priority: A

Object Number	Description	One Time Costs	Ongoing Costs	Total Cost
401000	Permanent Salaries – Administrative Assistant	\$ 0.00	\$22,813.00	\$22,813.00
400405	Fringe Benefits	\$ 0.00	\$22,267.00	\$22,267.00
403100	Travel/Training – Professional Development	\$ 0.00	\$ 680.00	\$ 680.00
407500	Minor Equipment – Computer Set-Up	\$1,000.00	\$ 0.00	\$ 1,000.00
TOTAL		\$1,000.00	\$45,760.00	\$46,760.00

Explain request.

Hire one (1) full-time permanent Administrative Assistant

Address the need for this request and how the Town will benefit by granting this request.

As demands of the Planning division grow, the administration capacity of the Development Services department needs to be adequate to support first level supervisors, as well as line level operational staff. This requested position would assist the Planning division with data entry, record keeping, reporting, and other miscellaneous administrative tasks, allowing staff to perform the higher level duties required of their positions.

Will this enable you to show savings elsewhere in your departmental budget?

No.

Indicate the impact on the Town, your department, if this request is not granted.

If this request is not granted, first level supervisors and line level operational staff will continue to perform the administrative tasks to the detriment of the division and overall department operations.

General Fund Budget Supplemental Request | FY 13/14

Department Name: Development Services-Traffic
 Department Number: 0203
 Priority: B

Object Number	Description	One Time Costs	Ongoing Costs	Total Cost
401000	Permanent Salaries-Traffic Engineer	\$ 0.00	\$62,980.00	\$62,980.00
400405	Fringe Benefits	\$ 0.00	\$30,151.00	\$30,151.00
403100	Travel/Training – Professional Development	\$ 0.00	\$ 680.00	\$ 680.00
403200	Dues & Membership Fees	\$ 0.00	\$ 250.00	\$ 250.00
404155	Cellular Telephone Service – (1) cellular unit, (1) wireless air card	\$ 0.00	\$ 1,140.00	\$ 1,140.00
407500	Minor Equipment – Computer Set-Up	\$1,500.00	\$ 0.00	\$ 1,500.00
407500	Minor Equipment – Cellular Telephone	\$ 100.00	\$ 0.00	\$ 100.00
TOTAL		\$1,600.00	\$95,201.00	\$96,801.00

Explain request.

Hire one (1) full-time permanent Traffic Engineer

Address the need for this request and how the Town will benefit by granting this request.

This request is to hire a full-time permanent Traffic Engineer whose responsibilities would include plan review, transportation planning, organizing and overseeing the activities of the Town's traffic engineering functions including signing & striping, traffic signals, traffic studies, intelligent transportation system (ITS), neighborhood traffic mitigation, interagency stakeholder projects, and local & regional committees (i.e. MAG, CAAG, MCDOT).

Listed below are primary functions this position would offer to the Town:

Private Development Support:

- Plan Review - review, evaluate, and comment on engineering plans for commercial & residential developments to ensure conformance to approved traffic engineering standards (signing & marking plans, traffic signal plans, site circulation).
- Traffic Impact Analysis Reports - review, evaluate, and comment on traffic impact analysis studies for proposed commercial & residential projects (trip generation, traffic counts, access locations, number of lanes, traffic signal, etc.).
- General Plan Ammendments - review, evaluate, and provide traffic recommendations
- Attend Town Council Meetings, P&Z Meetings, & Transportation Advisory Committee (TAC) meetings in relation to traffic engineering projects and issues.

Traffic Studies:

- Perform, coordinate, and/or review requested traffic studies; analyze findings; and prepare reports & recommendations. (Traffic Signal Warrant Analysis, Speed Studies, Small Area Transportation Studies)

Intelligent Transportation System (ITS):

- Oversee traffic signal timing plans and signal progression to allow traffic to move more efficiently on arterial streets as the Town continues to grow and add new streets, traffic signals, and ITS infrastructure.

Traffic Signal Projects:

- Manage the Town's Traffic Signal Projects. Prepare scope of work for design. Review, comment, and approve plans, specifications, and contract documents for bidding. Prepare Council Staff Reports and attend Council Meetings.

Interagency Coordination & Traffic Planning:

- Attend stakeholder meetings to discuss traffic-related issues & participate in local, regional, state, and national committees relating to traffic engineering and intelligent transportation systems. (MAG, CAAG, MCDOT)

Town Traffic Standards:

- Oversee development of traffic engineering standards, specifications, and procedures for designing intersections, signing, striping, ITS, and signals.

Customer Support:

- Receive, review, and investigate inquiries and requests for traffic mitigation in neighborhoods, signing requests, speed limit adjustments, or safety devices, etc.
- Address Council inquiries on such things as signage, speed limits, medians, parking, etc.

Assignment to Committees, Traffic Studies, & Interagency Design Projects:

- TOQC Transportation Advisory Committee (TAC)
- CAAG Transportation Advisory Committee (TTAC)
- MAG Transportation Review Committee (TRC)
- Germann Road Corridor Study
- Meridian/Riggs/Rittenhouse/UPRR DCR (MCDOT)
- Design of Riggs Road from Ellsworth to Meridian (MCDOT)
- Design of Riggs Road from Recker to Hawes (MCDOT)

Will this enable you to show savings elsewhere in your departmental budget?

Yes, the request will provide for a \$10,000 savings from the Traffic Budget.

Indicate the impact on the Town, your department, if this request is not granted.

The Town currently does not have a traffic engineer on staff. With the continued private development activity and construction of new traffic signals, streets, and ITS infrastructure, demand for traffic engineering expertise and support will continue to increase as the Town grows. The traffic engineer provides technical support across divisional/department lines. In the absence of a town-staffed traffic engineer, providing the services listed above at an acceptable level of service will continue to become more challenging.



Department Name: Development Services – Traffic

Department Number: 0203

Date: April 4, 2013

RE: Supplemental Justification for 1.0 FTE (Traffic Engineer)

Background:

Staff is requesting to hire one (1) full-time Traffic Engineer to provide in-house professional expertise, guidance, support, and recommendations regarding transportation planning, functional design, operation, and management of the Town's transportation system. The Town has been without an in-house professional Traffic Engineer since October, 2010 when the previous Traffic Engineer resigned. October 2010 was a period in time in which the Town was continuing to experience a significant downturn in development activity as well as serious organizational challenges resulting from the negative impacts of the overall economy.

As part of the necessary organizational changes and because of poor economic conditions, the Traffic Engineering position was not filled at that time. To address the Traffic needs, the responsibilities of Traffic Engineering were divided among staff including a Senior Traffic Analyst, Development Services Director, and Public Works Division Manager. Following further needed organizational changes and to also address the director's departure from Town services, the responsibilities were further divided to include additional support from Planning & Engineering Staff. During the time period between 2010 to the spring of 2012, sharing the traffic engineering work across the department was somewhat manageable due to the relative inactivity in both residential and commercial development as well as a dormant Capital Improvement Program.

In the spring of 2012, development activity made a dramatic shift and workloads across the Department divisions increased significantly. It became evident that additional resources were necessary in the Department. Kevin Johnson was tasked to prepare a Detailed Staffing/Capacity Analysis. The Analysis identified shortages in Development Services staffing and available funding for out-sourced consultant support. The baseline Analysis time frame was from March 1, 2011 through February 29, 2012 which corresponds to the lowest levels of development activity since the decline began in FY 2006. Council approved the Staffing/Capacity Analysis in December 2012 which included additional FY13 Funding of \$67,000 (in addition to the base budget of \$24,460) for Professional Traffic Engineering contract support services for staff.

A hybrid approach of utilizing in-house staff in combination with out-sourcing the higher level professional traffic engineering services has been implemented during the current fiscal year. Southwest Traffic Engineering as well as Sunrise Engineering have been called upon to assist staff in providing professional traffic engineering support, guidance, and recommendations for major private development projects, interagency & partnering transportation projects, support for Town Council, Management, & Citizens, and the Town's Intelligent Transportation System (ITS).

Current projects the Town has used contracted support for Professional Traffic Engineering analysis and recommendations during the current fiscal year include:

- Traffic Impact Analysis (TIA) Study for the Queen Creek Station Major General Plan Amendment (Southwest Traffic Engineering, approx. \$15,000)
- Ellsworth Road & Queen Creek Road Alignment DCR for Queen Creek Station (Sunrise Engineering, approx. \$14,900)
- Meridian / Riggs / Combs / Rittenhouse Intersection Alternative Analysis (MCDOT) (Southwest Traffic Engineering, approx. \$8,000)
- Town Center Small Area Transportation Study - Ellsworth Road north of Rittenhouse Road (Southwest Traffic Engineering, approx. \$13,000)
- ITS Phase II Special Provision, Specifications, and Engineers Seal. (Southwest Traffic Engineering, approx. \$2,900)
- South Village Loop Neighborhood Traffic Mitigation Study (Southwest Traffic Engineering, approx. \$6,500)
- Traffic Signal Warrant Studies – Power Road/Ocotillo Road and Ellsworth Road/Via De Palmas (Southwest Traffic Engineering, approx. \$5,800)

The above projects that have been outsourced to date for the current fiscal year sum to an approximate total cost of \$66,100.

These costs shown do not include staff time in processing and developing scopes of work, reviewing deliverables, internal coordination efforts with staff and management, and invoice review and approvals.

Current Traffic Engineering Challenges and Needs.

Traffic Engineering Plan Review: The Town is currently performing Traffic Engineering plan reviews for all residential and commercial developments as well as capital improvement projects in-house. This includes traffic signing plans, pavement marking plans, traffic signal designs, intersection design, Traffic Impact Analysis Reports, locating ingress & egress off arterial and collector roads, on-site circulation plans, etc. These reviews are currently being completed by a Senior Traffic Analyst and not under the direction of a registered professional Traffic Engineer. This is not a standard practice for municipalities with our level of transportation construction, traffic infrastructure, and the many new planned streets in the near horizon.

Traffic Engineering Inquiries: Council Members and Town Management frequently receive traffic related inquiries ranging from questions on schools zones, traffic signs, neighborhood traffic mitigation, speed limits and reductions, traffic signals and timing, bike lanes, parallel parking, road closures, traffic control, etc. These inquiries require staff to provide accurate and timely responses. In many cases, this requires professional input from a Traffic Engineer. In-lieu of an in-house Traffic Engineer who could likely address many of these requests directly, staff is relying on professional recommendations from an external Traffic Engineering consultant which increases the turn-around time, generates additional coordination efforts, and costs.

Transportation Planning: Transportation planning will continue to be important as the Town is “planned” over the next several years and an in-house Traffic Engineer could provide important technical guidance and traffic recommendations to help ensure the Town has a high quality and well planned transportation system at build-out.

Queen Creek Small Area Transportation Study: An in-house Traffic Engineer could actively participate in the update of the Small Area Transportation Study (SATS) identifying long-term transportation needs for the community, including options for adequate connections to SR 24 and the other freeway and commuter rail systems currently being planned.

Interagency Traffic Studies: The Town is regularly involved in on-going Interagency Traffic Studies with MCDOT, ADOT, and neighboring communities. Current Traffic Studies include the Germann Road Corridor Study, Meridian Road Design Concept Report, and the Meridian Road Corridor Study. These types of studies were previously handled by the Town’s Traffic Engineer. In the absence of an in-house Traffic Engineer, they have been assigned to management staff in Public Works, Planning, & Engineering. With the significant increase in development activity, it is becoming more challenging for staff to provide the active participation and input required. An in-house Traffic Engineer could take the lead on these types of studies.

Transportation Committees: Staff from various units are currently assigned to several Transportation Committees. An in-house Traffic Engineer could take a lead effort in representing the Town and provide

specialized traffic & technical input at committees such as the Queen Creek Transportation Advisory Committee (TAC), the MAG Transportation Review Committee (TRC) Meeting, and the CAAG Technical Transportation Advisory Committee.

General Fund Budget Supplemental Request | FY 13/14

Department Name: Development Services-Traffic
Department Number: 0203
Priority: B

Object Number	Description	One Time Costs	Ongoing Costs	Total Cost
403005	Professional Services – On-Call Traffic Engineering Services	\$30,000.00	\$0.00	\$30,000.00
TOTAL		\$30,000.00	\$0.00	\$30,000.00

Explain request.

Increase the existing funding level in the Traffic Division's base budget for a total of \$55,000 budget authority for on-call traffic engineering services.

Address the need for this request and how the Town will benefit by granting this request.

The Town's current engineering services contract provides a wide range of technical services for the Town's utilization. These services include, but are not limited to, the following:

- Traffic signal warrant analysis
- Traffic impact analysis review
- Technical review of plans, and other documents, and provide recommendations to staff
- Technical assistance, as needed

Will this enable you to show savings elsewhere in your departmental budget?

N/A

Indicate the impact on the Town, your department, if this request is not granted.

If this request is not granted, staff will be unable to continue providing these types of services in the absence of a Town-staffed Traffic Engineer.

General Fund Budget Supplemental Request | FY 13/14

Department Name: Development Services-Engineering
 Department Number: 0215
 Priority: A

Object Number	Description	One Time Costs	Ongoing Costs	Total Cost
401000	Permanent Salaries –Inspector (Part-Time)	\$ 0.00	\$24,492.00	\$24,492.00
400405	Fringe Benefits	\$ 0.00	\$10,696.00	\$10,696.00
403100	Travel/Training – Professional Development	\$ 0.00	\$ 340.00	\$ 340.00
403370	Employee Uniforms	\$ 0.00	\$ 150.00	\$ 150.00
404155	Cellular Telephone Service – (1) cellular unit	\$ 0.00	\$ 330.00	\$ 330.00
TOTAL		\$ 0.00	\$36,008.00	\$36,008.00

Explain request.

Hire One (1) part-time permanent Right-of-Way Inspector

Address the need for this request and how the Town will benefit by granting this request.

This request is to provide additional right-of-way inspection support to address the significant increase in construction activity resulting from the new developments and subdivisions currently being approved by the Town as well as all new capital improvement project construction. The Town currently has only one right-of-way inspector and these services would also be used to provide necessary coverage on an as needed basis.

Other duties the Town's right-of-way inspector supports are certificate of occupancy inspections for all commercial projects and residential homes, attending utility permit pre-construction meetings and field observation of work, supporting partnering agencies such as the upcoming MCDOT project on Riggs Road from Hawes Road to Ellsworth Road, and providing general support to the Town's Street Maintenance, Traffic, and Utility Divisions.

Listed below are some examples of some of the larger projects anticipated to have construction activities occurring during FY 13/14 that will require right-of-way inspections:

- Cielo Noche Subdivision – SWC Queen Creek Road and Hawes Road. This is a new project that will require inspection for all of the onsite and offsite civil construction.
- The Preserves at Hastings Farms – Ocotillo Road and Crismon Road. This is a new project that will require inspection for all of the onsite work for the first phase of construction including two (2) separate parcels.
- Church Farm – SEC Ocotillo Road and Signal Butte. This is a new and very large phased subdivision that will include inspections for all onsite and offsite civil work. Based on discussion with the developer, it is anticipated that construction will be underway for improvements to Ocotillo and Signal Butte Roads, two (2) collector streets, and the onsite civil construction for the first three phases which include (5) separate residential parcels.
- Ocotillo Heights Phase II – West of Signal Butte and north of UPRR. This is a new project that will require inspection for all of the onsite civil work.
- Victoria Estates PAD Parcels 10, 11 & 11A – North of Ocotillo and East of Hawes Road. This is a project that was started before the downturn in the economy. This project is currently going through the Town for re-approval and contractors have been issued an at-risk grading permit. This project will require inspections for all of the onsite and offsite civil. The project includes three (3) separate residential parcels.
- Emperor Estates Phase IV East (Parcel H) – South of Rittenhouse and west of 198th Street. This is a new project that will require inspection for all of the onsite civil work.

- Bellero – NEC Ellsworth Loop Road and Emperor Blvd. This is a new project that will require inspection for all of the onsite civil work.
- La Jara Phase I and II – SWC Germann Road and Hawes Road. Phase I of this project is currently under construction and will continue in FY 13/14. It is anticipated Phase II construction will follow. Inspection will be required for all onsite civil work and Hawes Road improvements.
- The Pecans Phase IV – South of Chandler Heights and West of Ellsworth Loop Road. The developer has submitted improvement plans to the Town for review and it is anticipated construction could begin in FY 13/14 for the onsite civil work.
- Vacquero Estates – East of Recker and South of Ocotillo Road. This project has been dormant for several years. Rough grading was previously completed. The plans are currently in for re-approval and construction activity is anticipated for FY 13/14.
- Other residential projects that are currently active in the development process that could begin construction in fiscal year 13/14 include Quail Creek and Queen Creek Station. Both projects will require inspection for offsite and onsite civil work.
- Other commercial projects that could have construction activity in fiscal year 13/14 include the Ben Franklin Charter School north of Queen Creek and east of the Barney Family Sports Center, potential Ben Franklin School at the NWC of Germann and Rittenhouse Road.

Will this enable you to show savings elsewhere in your departmental budget?

The Town collects inspection fees from the applicants/developers to perform the required right-of-way inspections. As development continues, the Town will continue collecting new inspection fees.

Indicate the impact on the Town, your department, if this request is not granted.

With the current construction activity underway, the Town's right-of-way inspector is challenged to meet the current demands and it is anticipated that projects and construction activity will continue to increase based on the projections for the next fiscal year and the final plats and improvement plans that are currently being reviewed and approved. The Town ultimately accepts the improvements completed in the Town's right-of-way and is responsible for the future maintenance costs. If the right-of-way inspections are not able to be completed on a project by project basis, the Town runs a risk of accepting public improvements that may not meet the quality standards required and result in additional future maintenance costs.

General Fund Budget Supplemental Request | FY 13/14

Department Name: Development Services-Building Safety
Department Number: 0210
Priority: A

Object Number	Description	One Time Costs	Ongoing Costs	Total Cost
401000	Permanent Salaries – Building Inspector	\$ 0.00	\$44,768.00	\$ 44,768.00
400405	Fringe Benefits	\$ 0.00	\$26,576.00	\$ 26,576.00
403100	Travel/Training – Professional Development	\$ 0.00	\$ 680.00	\$ 680.00
403370	Employee Uniforms	\$ 350.00	\$ 150.00	\$ 500.00
404155	Cellular Telephone Service – (1) cellular unit	\$ 0.00	\$ 660.00	\$ 660.00
406605	Tools	\$ 500.00	\$ 0.00	\$ 500.00
407500	Minor Equipment – Computer Set-Up	\$ 1,000.00	\$ 0.00	\$ 1,000.00
407500	Minor Equipment – Cellular Telephone	\$ 100.00	\$ 0.00	\$ 100.00
404310	Vehicle Repair Maintenance (to be budgeted in Dept 0206)	\$ 0.00	\$ 3,000.00	\$ 3,000.00
406260	Gasoline (to be budgeted in Dept 0206)	\$ 0.00	\$ 3,000.00	\$ 3,000.00
407420	Vehicle (to be budgeted in Dept 0206)	\$24,664.00	\$ 0.00	\$24,664.00
TOTAL		\$26,614.00	\$78,834.00	\$105,448.00

Explain request.

Fund one (1) full-time permanent Building Inspector position to be used on an “as needed” basis

Address the need for this request and how the Town will benefit by granting this request.

Building Safety has experienced a significant increase in workload due to the volume of new development. As new single family and commercial projects continue moving forward the workload has increased for the Building Safety division. We are currently utilizing an outside vendor to perform the building inspection workload that exceeds the capacity of the current staffing level.

A detailed staffing analysis was completed in 2012 that indicated the need for additional contracted services for Building Safety permitting, inspection, and plan review for fiscal year 2012/2013. The recommended funding was calculated based on the historical trends prior to the analysis. As of the 3rd quarter of FY 2012-2013, costs for these contracted services were well in excess of the year-start and mid-year projections.

From a service standpoint, the uniformity of inspection processes will increase, because the Town inspectors will all receive the same supervision and training. This is not possible while using contracted building inspectors to supply the workload demands. In addition, the Town inspectors are available to perform work not typically completed by the contracted inspectors, such as building plan review, consultation on neighborhood enhancement issues, engineering inspections on single family subdivisions.

Will this enable you to show savings elsewhere in your departmental budget?

With the addition of this position, there will be a cost offset by reducing (not eliminating) contracted building inspection services. The savings is estimated to be \$66,766 which is considered as an offset to funding this request.

Additionally, funding this position will allow for the cross training of the Building Inspectors to perform the Engineering inspections on single family homes; for example damaged sidewalks, curbs, and other infrastructure improvements in the public right of way in single family subdivisions. This will create efficiency because multiple inspectors will not need to visit single family home sites to perform a final inspection, thus providing additional time for engineering inspection to meet their increased workload demands.

Indicate the impact on the Town, your department, if this request is not granted.

The Town will continue to pay contracted service rates for the provision of basic services in the building inspection area. Currently a contracted inspector costs approximately \$145,600 annually.

General Fund Budget Supplemental Request | FY 13/14

Department Name: Development Services-Building Safety
Department Number: 0210
Priority: A

Object Number	Description	One Time Costs	Ongoing Costs	Total Cost
401000	Permanent Salaries – Plans Examiner	\$ 0.00	\$55,924.00	\$55,924.00
400405	Fringe Benefits	\$ 0.00	\$28,766.00	\$28,766.00
403100	Travel/Training – Professional Development	\$ 0.00	\$ 680.00	\$ 680.00
403200	Dues & Membership Fees	\$ 0.00	\$ 225.00	\$ 225.00
404155	Cellular Telephone Service – (1) cellular unit	\$ 0.00	\$ 660.00	\$ 660.00
407500	Minor Equipment – Computer Set-Up	\$1,000.00	\$ 0.00	\$ 1,000.00
407500	Minor Equipment – Cellular Telephone	\$ 100.00	\$ 0.00	\$ 100.00
TOTAL		\$1,100.00	\$86,255.00	\$87,355.00

Explain request.

Hire one (1) full-time permanent Plans Examiner

Address the need for this request and how the Town will benefit by granting this request.

A detailed staffing analysis was completed in 2012 that indicated the need for additional contracted services for Building Safety permitting, inspection, and plan review for fiscal year 2012/2013. The recommended funding was calculated based on the historical trends prior to the analysis. As of the 3rd quarter of FY 2012-2013, costs for these contracted services were well in excess of the year-start and mid-year projections.

From a service standpoint, the large percentage of single-family residences in the Town will continue to generate residential customers who are seeking to add, modify, or enhance their aging residences. The inability to provide "over-the-counter" or "same week" plan reviews for our residential customers will continue to drive plan review traffic to our contract services provider(s), where more complex commercial projects are also competing for service.

The ability to bring currently contracted plan reviews back "in-house" will have a cost offset by reducing (not eliminating) contracted service.

Funding the Plan Examiner position will enable the department to "over the counter" plan reviews of small projects such as, residential additions and alterations including; swimming pools, patio covers, carport conversions, fences, etc.

Performing the new single family residential plan reviews in-house also reduces the amount of time currently wasted transporting plans from the Development Services counter to the contractor's office and back again. This can reduce the current plan review turn-around times by 10% - 20% percent depending on the size of the project. It provides increased uniformity of plan review comments and provides communications to be conducted directly between the customer (architect, engineer, property owner, business owner) and the Town staff, allowing construction issues to be resolved quickly without third party involvement. The use of an in-house plan reviewer also provides improved communication between the plan review and inspection divisions throughout the construction process.

Will this enable you to show savings elsewhere in your departmental budget?

The addition of this position will allow a cost offset through a reduction (not eliminating) contracted plan review services. The savings is estimated to be \$86,256 which is considered as an offset to funding this request.

Indicate the impact on the Town, your department, if this request is not granted.

The Town will continue to pay contracted service rates for the provision of basic services in the building plan review area. Currently a contracted plan review performed by one full time contracted reviewer costs approximately \$163,800 annually.



Town of Queen Creek

FY14 SUPPLEMENTAL REQUEST

Department: **Information Technology**

Project Title: **LIS / IVR Replacement**

Priority Code:

Corporate Strategic Plan <input checked="" type="checkbox"/> KRA10	<i>Describe: Goal #3. Implement an updated building permit application and inspection system to allow the Town to streamline the building permit issuance and building inspection process.</i>
Department Strategic Plan <input type="checkbox"/>	<i>Describe:</i>
Department Action Plan <input type="checkbox"/>	<i>Describe:</i>
Town Council Goal <input type="checkbox"/>	<i>Describe:</i>

BUDGET IMPACT

Object	Description	One Time Cost	Ongoing Cost	Total Cost
407500	Equipment <\$5k			
407400	Equipment >\$5k			
407550	Software	X		141,316
403031	Project Management/Professional Services	X		127,550
407555	Annual Maintenance: Software		X	27,310
Grand Total:				\$296,176

205955 SUPPLEMENTAL PURPOSE

Description of Issue:

The current building permitting system is outdated and no longer meets the needs of the department. There is a need for a system which encompasses more solutions than simply permitting and engineering; instead a system is needed which can reduce the need for multiple independent systems.

documentation while in the field using a laptop or iPad for data entry.

- eTRAKIT
 - This module allows the public and staff to access permit, project, or land information using web-enabled screens and functions. This would be available via the internet for online public access. The public access portion of this module enables customers to schedule an inspection, verify a permit has been issued, or contact code enforcement with complaints. In addition it allows private access for employees in order to retrieve or enter data.
- IVR
 - Using a touch tone phone, callers can inquire about the status of inspections, plan reviews, and other permit activities, as well as request inspections while using an Interactive Voice Response (IVR) system which communicates with TRAKIT via an Application Programming Interface (API).

For collaboration abilities IT suggests the implementation of a Microsoft Project Server 2010 solution, which is built on Microsoft SharePoint Server 2010, in order to allow for collaboration within departments as well as inter-departmentally. Microsoft Project 2010 Server's top 10 benefits are as follows:

1. Unified project and portfolio management
2. Ability to drive accountability and control with governance workflow
3. Standardize and streamline project initiation
4. Select the right portfolios and projects that align with business strategy
5. Easily build Web-based project schedules
6. Intuitively submit time and task updates
7. Gain visibility and control through reports and dashboards
8. Simplified administration and flexibility
9. Gain additional value from the Microsoft platform
10. Extensible and programmable platform

Each of these benefits are valuable to the success of any project and would be a great asset to all project managers, as well as division managers and department heads in order to track projects within the organization.

Alternatives:

We are currently identifying other possible alternatives, though one possible alternative would be to continue on with the LIS product which does not encompass everything listed in the solution section of this document.

General Fund Budget Supplemental Request | FY 13/14

Department Name: Development Services-Street Maintenance
 Department Number: 0220
 Priority: A,B,C,D

Object Number	Description	One Time Costs	Ongoing Costs	Total Cost
401000	Permanent Salaries – (2) Maintenance & Operations Assistants	\$ 0.00	\$45,624.00	\$45,624.00
400405	Fringe Benefits	\$ 0.00	\$44,534.00	\$44,534.00
403100	Travel/Training – Professional Development	\$ 0.00	\$ 1,360.00	\$ 1,360.00
403370	Employee Uniforms	\$700.00	\$ 500.00	\$ 1,200.00
404155	Cellular Telephone Service – (2) cellular units	\$ 0.00	\$ 720.00	\$ 720.00
407500	Minor Equipment – Cellular Telephone	\$200.00	\$ 0.00	\$ 200.00
TOTAL		\$900.00	\$92,738.00	\$93,638.00

Explain request.

Hire two (2) full-time permanent Maintenance & Operations Assistants

Address the reason for this request and how the Town will benefit by granting this request.

Over the past four (7) years, the Town has seen a substantial increase in infrastructure, please see the breakdown below:

- 97% increase in streets
- 86% increase in sidewalks
- 232% increase in storm drains
- 195% increase in basins
- 125% increase in bridges

At the start of the recession, the number of Street Maintenance division FTE was reduced from 11 to 10, after a Maintenance & Operations Assistant position was vacated and eliminated. One of the requested Maintenance & Operations Assistant positions would reinstate that eliminated position. The other position is needed to maintain proper levels of services. Please see attached supporting information.

Will this enable you to show savings elsewhere in your departmental budget?

No.

Indicate the impact on the Town, your department, if this request is not granted.

Street Maintenance is becoming more and more reactive instead of proactive and it is getting more difficult to maintain acceptable levels of services. The impact would be visible signs of weeds and vegetation on right-of-ways, longer response time for road and basin repairs, and staff would have difficulty meeting required Air Quality street sweeping guidelines.

General Fund Budget Supplemental Request | FY 13/14

Department Name: Development Services-Parks & Ground Maintenance
Department Number: 0305
Priority: A

Object Number	Description	One Time Costs	Ongoing Costs	Total Cost
401100	Part-Time Salaries – Park Ranger	\$ 0.00	\$18,018.00	\$18,018.00
400405	Fringe Benefits	\$ 0.00	\$ 3,635.00	\$ 3,635.00
403100	Travel/Training – Professional Development	\$ 0.00	\$ 340.00	\$ 340.00
403370	Employee Uniforms	\$150.00	\$ 150.00	\$ 300.00
404155	Cellular Telephone Service – (1) cellular unit	\$ 0.00	\$ 360.00	\$ 360.00
407500	Minor Equipment – Cellular Telephone	\$100.00	\$ 0.00	\$ 100.00
TOTAL		\$250.00	\$22,503.00	\$22,753.00

Explain request.

Hire one (1) part-time permanent Park Ranger

Address the reason for this request and how the Town will benefit by granting this request.

As part of budget reductions due to the recession, the number of Park Ranger division FTE was reduced from 4 to 1.5. The current staffing level does not allow for coverage of weekend morning shifts; therefore, leaving Town parks and rental facilities unsupervised and unsecured during those hours of operation. Due to this lack of coverage, and the inability of Town staff to provide the highest level of service required to maintain a safe environment, contracted services are currently being used.

The requested Part-Time Park Ranger position will be used to fill the weekend morning shifts, as well as provide necessary coverage on an as-needed basis (e.g. employee leaves).

Will this enable you to show savings elsewhere in your departmental budget?

No.

Indicate the impact on the Town, your department, if this request is not granted.

If this request is not granted, the need for contracted staffing will remain in order to provide appropriate coverage to ensure that Town parks and rental facilities are safe environments.

General Fund Budget Supplemental Request | FY 13/14

Department Name: Development Services-Neighborhood Preservation
Department Number: 0405
Priority: A,B,C,D

Object Number	Description	One Time Costs	Ongoing Costs	Total Cost
401100	Part-Time Salaries – Neighborhood Preservation Coordinator	\$ 0.00	\$35,574.00	\$35,574.00
400405	Fringe Benefits	\$ 0.00	\$ 3,232.00	\$ 3,232.00
403370	Employee Uniforms	\$600.00	\$ 300.00	\$ 900.00
404155	Cellular Telephone Service – (1) cellular unit	\$ 0.00	\$ 720.00	\$ 720.00
407500	Minor Equipment – Cellular Telephone	\$200.00	\$ 0.00	\$ 200.00
TOTAL		\$800.00	\$39,826.00	\$40,626.00

Explain request.

Hire two (2) part-time permanent Neighborhood Preservation Coordinator positions

Address the reason for this request and how the Town will benefit by granting this request.

The intent of this program is to hire and retain two (2) experienced professionals who would provide code enforcement services during “peak” demand times (weekend sweeps, political sign enforcement, “weed seasons”). These workers would be supervised when on duty by the current Neighborhood Preservation staff.

This program would be initiated only after a revision of the Neighborhood Preservation program to support increased enforcement, fully-mobile services provision, citation authority, and in-Town prosecution ability (Hearing Officer). When a “refreshed” Neighborhood Preservation Program is ready to kick-off in 2013/2014, we will need appropriate, qualified personnel to back up the program with enforcement capability and the resulting improvements in the community our residents will expect.

Will this enable you to show savings elsewhere in your departmental budget?

Not much. To the extent a citation program and “lien” program for non-compliance takes in revenue to the General Fund, there could be some cost offset for increased enforcement; however, I am hesitant to link the enforcement program to a dedicated revenue from a “guesstimate” standpoint at this time, as well as the message to the community that somehow civil citations fuel staffing of the program.

Indicate the impact on the Town, your department, if this request is not granted.

There will be continuous improvements to the Neighborhood Preservation program regardless of this request; however, the ability to deliver a clean, attractive community will be hampered with current staffing levels.

Budget Supplemental Request | FY 13/14

Department Name: Development Services-Grounds Maintenance/Street Maintenance/Horseshoe Park & Equestrian Centre
 Department Number: 0610
 Priority: A

Object Number	Description	One Time Costs	Ongoing Costs	Total Cost
407400	Case 570 NXT Tractor with Cab	\$95,044.00	\$5,300	\$108,544.00
TOTAL		\$95,044.00	\$5,300	\$108,544.00

Please explain the need for this request.

Purchase of Case 570 NXT Tractor with cab

Address how the Town will benefit by granting this request.

Since 2009 there has been an ever increasing work load for HPEC, Streets, and Municipal Grounds Divisions. Even though the economy has been under a recent recession, the additional infrastructure inherited by the Town during the boom is now coming due for continued maintenance. Additional roads, sewers, storm drains, sidewalks, wash systems coupled with the opening of HPEC and it's ever increasing annual events has resulted in the need for an additional tractor to meet workload demands.

Please see attached report for additional information.

Will this enable you to show savings elsewhere in your departmental budget?

Current rental rate of \$1,800.00 per month = \$21,600.00

Please indicate the impact on the Town, your department if this request is not granted.

Maintenance needs will become reactive to just handling the worst areas in need of repair instead of staying on top of all areas at a standard level of services. Direct impacts will result in staff's ability to deliver needed maintenance in the areas of; weeds and vegetation in right-of-ways, repairs to basin erosion, road shoulder maintenance, and other areas of maintenance alike.



Date: April 4, 2013

Development Services

Public Works Division- Grounds/Streets/HPEC

Supplemental Justification for new Tractor (Case 570 NXT with Cab)

From 2009 to 2013 the Municipal Grounds crew, Streets crew, and HPEC have shared two all purpose tractors. The tractors are used for mowing, road shoulder maintenance, the moving of sand in and out of arenas for events, wash erosion repair, wash sediment replacement, vegetation thinning, and a variety of other earth work activities.

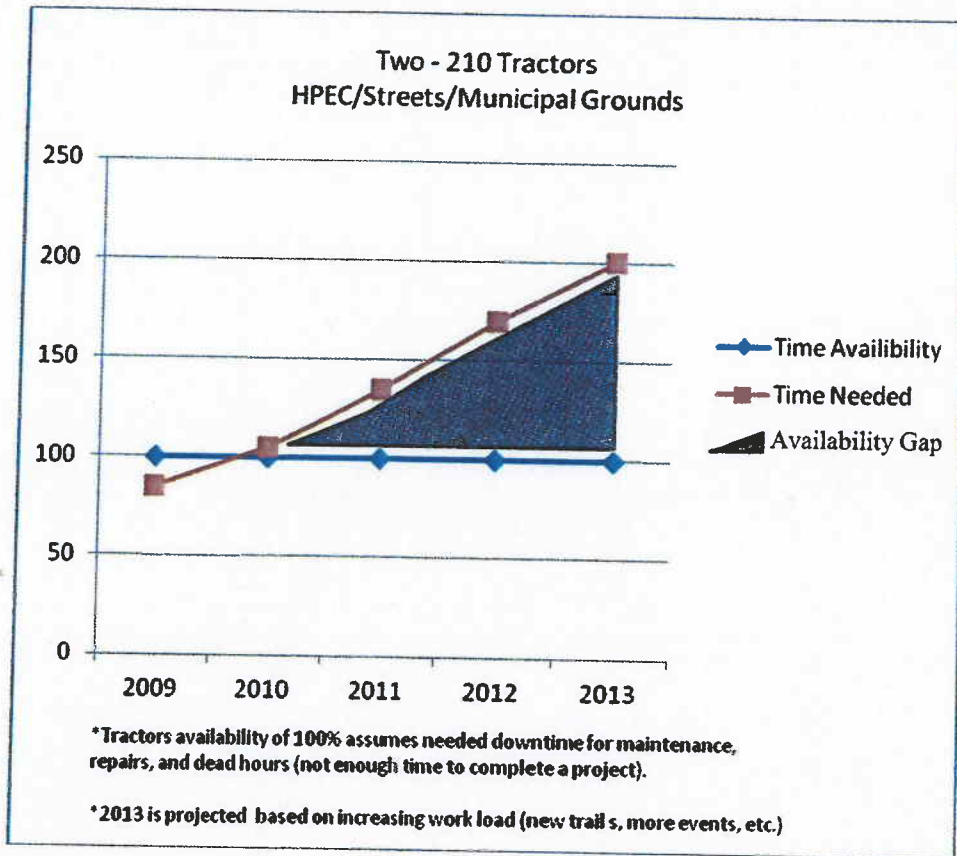
Since 2009 there has been an ever increasing work load for all three areas that includes additional road maintenance, additional wash properties to maintain, and a much higher volume of events at HPEC. The increase in workload over the past four years has resulted in a shortage of time availability for the equipment. The additional workload on the equipment also results in a higher occurrence of breakdowns that further decreases availability.

This past year the negative availability was beginning to directly impact staff's ability to deliver needed maintenance in several areas. Therefore, beginning in December staff began renting similar equipment to keep up with the increasing workload.



The cost for renting is averaging approximately \$1,800 per month and would result in approximately \$20,600 in annual rental charges. The cost of the new equipment has been priced at \$95,000 but includes upgraded safety and efficiency features. One such safety feature is the closed in operator cab area. Over the last few years we have experienced at least 4 bee attacks on staff working in the wash or along the road right-of-way. The closed cab area will prevent such attacks on staff.

Below is a chart depicting the availability of the two tractors over the past four years:



As the chart clearly depicts, the time needed for increasing workloads in the Streets, Municipal Grounds, and HPEC far outweighs the availability of the two tractors currently owned. Therefore, staff is recommending the purchase of a new tractor that will be offset with annual rental costs.

Solid Waste

Solid Waste	Part-Time Administrative Assistant	\$30,000
	Part-Time Inspector	\$30,000
		\$60,000

Sewer / Waste Water

Corporate Strategic Linkage

Sewer / Waste Water CIP	Corporate Strategic Linkage	Cost
	Victoria Odor Dosing Site	\$50,000
KRA 4: GOAL & KRA 8 :GOAL 9	Sewer Master Plan Update	\$60,000
	Hastings Odor Dosing Site	\$65,000
	Villages Odor Dosing Site	\$75,000
	Riggs Rd Sewer Extension - Ellsworth East	\$90,000
KRA 5	Power Road: Lift Station - Ocotillo	\$150,000
KRA 5	Riggs Rd Sewer Extensions - Power to Hawes Rds	\$264,000
KRA 5	Rittenhouse Rd 24" Sewer Extension to Ryan Alignment	\$365,440
		\$1,119,440

Water

Corporate Strategic Linkage

Water Operating	KRA 4: Goal 2	Management Assistant	\$73,000
		Water Truck	\$130,000

\$203,000

Water CIP	KRA 4: GOAL 2	Orchard Ranch - Installation of series of Out flow Standpipes for Irrigation	\$20,000
	KRA 1: GOAL 1	Schnepf Well Site Improvements block wall and gate (site security)	\$35,000
	KRA 4: GOAL 2	Victoria Well-site Improvements - gates and earthwork plus granite for PM-10	\$40,000
	KRA 4: GOALS 1 & 2	Conversion of wells to recovery wells	\$50,000
	KRA 4: GOAL 2	Riggs Rd Water Extension - Ellsworth East	\$50,000
	KRA 4: GOAL 2	Orchard Ranch Booster to Upper Zone	\$50,000
	KRA 4: GOAL 2	SCADA SOFTWARE PLATFORM / PLC	\$60,000
	KRA 10: GOAL 2	UPGRADE	
	KRA 4: GOAL 2	Hastings Well Site Improvements fence, electric and facilities	\$65,000
	KRA 4: GOAL 2	Sossaman – 2 wells, storage, transmission lines	\$150,000
KRA 4: GOAL 2 & KRA 8: GOAL 9 & KRA 9: GOAL 4	WATER MASTER PLAN	\$150,000	

\$920,000



TOWN OF QUEEN CREEK
 Development Services Department
 22350 S. Ellsworth Road
 Queen Creek, Arizona 85242

INTERNAL MEMORANDUM

TO: Samantha McPike, Budget Administrator

FROM: Paul Gardner, Water Department Director
 Gregory Homol, Field Operations Superintendent
 Michael Johnson, Field Operations Superintendent
 Amanda Gapen, Financial Services Analyst

DATE: February 19, 2013

RE: Water Division Supplemental Budget Requests – FY2013-2014

The Water Division would like to request that the following budget supplemental request be considered for the upcoming 2013/2014 fiscal year:

Supplemental Requests

(2020) Water Division

Water Truck	\$ 128,100	One-time expense
Registration	\$ 44.00	Annually
Gasoline	\$ 12,000.00	Annually
Tires, Service, & Repairs	\$ 6,000.00	Annually

Justification:

The Town of Queen Creek Water Division seeks to add a new water truck to our operation due to the following reasons:

- 1) The current structure of having only one water truck does not allow the Water Division repair crew to send crews to multiple sites to do earthwork based on mandated PM-10 dust control restrictions which causes inefficiencies with the day to day operation.
- 2) The current water truck is a 1996 model with over 146,000 miles on it. Currently the cab and chassis are not having any mechanical issues, but the tank itself is in need of repair and maintenance, and given the large number of projects that need to be accomplished, that would result in the long term renting of a truck that there is no current budget for. Also, due to the current trucks age, it will have to be replaced in the next few years due to more restrictive EPA emissions standards for diesels or be retrofitted with a new exhaust system that can run close to \$15,000 alone potentially not showing a good return on investment.

Emergency Services

Corporate Strategic Linkage

Operations	KRA 9 Goals 1 & 5	Two Fire Fighter Positions (Net) Apparatus Lease/Purchase	\$150,000 \$95,300*
Public Safety	KRA 6 Goal 2 KRA 9 Goal 3	School Resource Officer Capital Equipment Related to SRO	\$60,250 \$74,860
			\$380,410

* Reflects year one of a 7 year lease/purchase for new fire apparatus, total acquisition Cost \$600,000.



MEMO

Date: February 9, 2013

To: John Kross, Town Manager

From: Van Summers, Fire Chief

Subject: 2 Firefighter positions

This request is for 2 new firefighter positions. The fire department staffs 1 Battalion Chief and 2 engine companies with 28 personnel. The breakdown for each shift: A-shift 9 personnel, B-shift 9 personnel, C-shift 10 personnel. If approved, the department would have 10 personnel on each shift. This request is to assist in meeting automatic aid goal of 4 personnel on fire engine companies.

With the current staffing as described above, on 2 shifts (A & B) anytime there is a sick or personnel day off the department has to use overtime to keep staffing at 4 personnel. The department only allows 1 person off per shift but there are times when personnel are out sick and there is already approved personal day off and 2 personnel are needed to maintain 4 personnel staffing.

The department looked at staffing from July 2011 to June 2012. To summarize, 24% of the time the department was fully staffed (4 personnel on each engine), 75% the department had to hireback firefighter(s) to maintain staffing of 4 personnel on each engine and 25% of that time we ran 3 personnel on a engine as we could not fill the position.

Another example to consider:

1. Queen Creek staffs 2 stations with 9 personnel a day
2. 122 shifts a year on a 3 platoon system (A, B, C shifts)
3. Total shift a year 122×9 personnel = 1098
4. Average sick and vacation time used = 10 shifts of 8% annually
5. Average shift worked 113 shifts

6. Divide 113 into total shifts needed 1098 = 9.7 people per day

The request for 2 new firefighters is \$182,780.46

The breakdown is as follows:

Firefighter CEP
Annual Cost
Salary & Fringes \$86,390.23
Uniforms \$ 500.00
Physical \$ 400.00
CE/Training \$ 1,000.00

Total Annual Costs \$88,290.23

Additional one-time funds:
Uniforms \$ 500.00
Personal Protective
Clothing \$ 2,200.00
Pre-employment
Physical \$ 400.00
Recruit Training
Academy \$

Total one-time Cost \$ 3,100.00

**Total Cost for 2 employees
\$182,780.46**



MEMO

Date: February 9, 2013

To: John Kross, Town Manager

From: Van Summers, Fire Chief

Subject: Fire Apparatus Purchase

This request is for Fire Development Funds to purchase a new fire apparatus in an amount not to exceed \$600,000.00. The department has 2 Pierce Quantum fire pumps that were purchased 5 years ago. The department does not have a reserve unit and has relied on Gilbert Fire Department through the IGA to rent fire apparatus on an as needed basis. This system has served the department well during the last 5 years but it is time to consider purchasing another vehicle.

Fire apparatus life cycles are based on years in service as front line unit, mileage and dollars spent on repairs. The Fire Chief Handbooks uses 10-15 years as front line. Phoenix Fire plan recommends 12 years and actually seeing 10.6 years. Phoenix Fire recommends 150,000 miles as another factor in the replacement plan. Queen Creek Fire apparatus are averaging 16,000 miles annually so in 10 years they could have 160,000 miles. If approved, the department would take vehicle the higher mileage vehicle and use as a reserve apparatus. Placing this unit as a reserve apparatus and develop a rotation system will allow us to maximize our fire apparatus life cycle. The third factor is cost associated to maintain the apparatus. The guideline used is when maintenance costs exceed 50% of the value you should consider replacing the apparatus. The current vehicles are in their last year of the 5 year warranty. There have been no unexpected repairs to date with the fire apparatus. Gilbert Fire is a certified warranty facility for Queen Creek Fire Apparatus and in reviewing maintenance costs, when apparatus are outside of the 5 year warranty (Spring 2014) the average maintenance costs will be \$18,000 - \$20,000 annually per apparatus.

Another point to consider for this request is the current payment schedule. Following this year's payment (year 5 of 10) in June 2013 the annual payment will be reduced from \$312,189.21 to \$173,318.03. This is a reduction of \$138,871.18. When the fire apparatus was purchased so was all of the needed equipment that is on the apparatus and the equipment is paying off this year. Current discussions with Oshkosh Capital are taking place to re-negotiate our current loan from 5.02% to 2.50% which is an additional savings of \$37,648.58. This request for \$600,000.00, if approved has annual payments of \$95,217.91 for 7 years.

To summarize this request:

- Current payments for existing apparatus \$312,189.21 (6/2009-6/2013)
- Equipment pays off this year payment will reduce to \$173,318.00 (6/2014-6/2018)
- Refinance current loan from 5.02% to 2.50% additional Savings of \$ 37,648.58 \$165,397.85 (6-2014-6/2018)
- Approval of new apparatus \$600,000.00 \$ 95,217.91 (est. 6-2014-6/2021)

The first payment for new apparatus would be 1 year after commencement.

If this request is approved an on-going cost of \$7,000.00 for preventative maintenance is requested for the Emergency Services, Fire Operating Fund.



MEMO

Date: February 25, 2013

To: Budget

From: John Kross, Town Manager
Joe LaFortune, Emergency Management Coordinator

Subject: FY2014 Budget Supplemental – MCSO School Resource Officers (SRO)

In 2007, the Town of Queen Creek increased the Agreement for Law Enforcement Services with the Maricopa County Sheriff's Office (MCSO) with the addition of a school resource officer (SRO) that was assigned to the Queen Creek High School.

The school resource officer has taken a proactive role in the Queen Creek High School. Their presence fulfills a law enforcement/crime prevention role as well as a mentoring function to the campus community. The SRO allows patrol deputies to remain in their patrol areas in the Town while the school resource officer addresses crime activity on the school campus. The presence of the SRO casts the law enforcement community in a positive light as relationships are built with students. This assists in the discussion of campus issues such as bullying, drug use prevention, and personal safety.

The SRO will also serve as a Teacher. The teaching will include law related education (LRE) and may be designed to address certain issues or problems facing the school. The SRO will also be expected to serve as a Liaison between the students, the school administration, the Sheriff's Office and other community-based resources. The SRO will use these opportunities to assist with problem solving on the campus.

The Higley Unified School District is in the process of constructing a new junior high school in the Sossaman Estates subdivision. The Queen Creek Unified School District has Newell Barney Junior High School located at Riggs and Sossaman Roads. Both school districts have requested that the Town place a school resource officer in those junior high schools.

Cost

The proposed FY14 cost of the Law Enforcement Services agreement with MCSO is \$3,391,374.

Based upon the FY14 agreement, staff estimates that with the addition of two SROs the annual contract (operating) cost will increase by **\$241,058**.

This amount includes personnel services, supplies, communications and information technology, and vehicles and equipment costs. This amount would be divided between the Emergency Services Fund, General Fund, and the Public Safety Development Fund.

The Town will also be responsible for the one-time purchase of the following capital equipment to place the two SROs into service. This cost will be placed in the Public Safety Development Fund.

Patrol SUV (x2):	\$119,882
Moving radar (x2)	\$ 2,918
Portable radio (x2):	\$ 16,000
Laptop computer (x2):	\$ 9,072
Taser (x2):	\$ <u>1,836</u>
 Total CIP for FY14:	 \$149,708

Partnership

The Town and the Queen Creek Unified School District have successfully partnered to share the annual operating cost of the SRO. The Town paid for the initial capital costs to place the SRO into service.

The Town will propose to continue the cost sharing of the annual operating costs with both school districts.