Town of Florence

TOWN OF FLORENCE
ARIZONA

JUNIOR PARADA

FOUNDED 1866

Annual Budget for Fiscal Year 2019-2020
**Town of Florence**

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<td>85</td>
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RESOLUTION NO. 1700-19


BE IT RESOLVED by the Mayor and Council of the Town of Florence, Arizona, as follows:

WHEREAS, in accordance with the provisions of A.R.S. Title 42, Sections 17101, 17102, 17103, 17104, and 17105, the Town Council did, on June 3, 2019, make an estimate of the different amounts required to meet the public expenditures for the ensuing year, also an estimate of revenue from sources other than direct taxation, and the amount to be raised by taxation upon real and personal property of the Town of Florence; and

WHEREAS, in accordance with said sections of said title, and following due public notice, the Council met on June 17, 2019, at which meeting any taxpayer was privileged to appear and be heard in favor of or against any of the proposed expenditures of tax levies; and

WHEREAS, it appears that publication has been duly made as required by law, of said estimates together with a notice that the Town Council would meet on June 17, 2019, at the office of the Council for the purpose of hearing taxpayers and making tax levies as set forth in said estimates; and

WHEREAS, it appears that the sum to be raised by taxation, as specified therein, does not, in the aggregate amount, exceed that amount as computed pursuant to A.R.S. §42-17051.

NOW, THEREFORE, BE IT RESOLVED by the Mayor and Council of the Town of Florence, Arizona, that the said estimates of revenue and expenditures shown on the accompanying exhibit, marked as Exhibit A, as now increased, reduced, or changed are hereby adopted as the budget of the Town of Florence, Arizona, for the Fiscal Year 2019-2020.

PASSED AND ADOPTED by the Mayor and Council of the Town of Florence, Arizona, this 1st day of July 2019.

[Signature]
Tara Walter, Mayor

ATTEST:

[Signature]
Lisa Garcia, Town Clerk

APPROVED AS TO FORM:

[Signature]
Clifford L. Mattice, Town Attorney
OFFICIAL BUDGET FORMS

TOWN OF FLORENCE

Fiscal Year 2020
Resolution for the Adoption of the Budget

Schedule A—Summary Schedule of Estimated Revenues and Expenditures/Expenses

Schedule B—Tax Levy and Tax Rate Information

Schedule C—Revenues Other Than Property Taxes

Schedule D—Other Financing Sources/(Uses) and Interfund Transfers

Schedule E—Expenditures/Expenses by Fund

Schedule F—Expenditures/Expenses by Department (as applicable)

Schedule G—Full-Time Employees and Personnel Compensation
# TOWN OF FLORENCE

Summary Schedule of Estimated Revenues and Expenditures/Expenses
Fiscal Year 2020

<table>
<thead>
<tr>
<th>Fiscal Year</th>
<th>Funds</th>
<th>General Fund</th>
<th>Special Revenue Fund</th>
<th>Debt Service Fund</th>
<th>Capital Projects Fund</th>
<th>Permanent Fund</th>
<th>Enterprise Funds Available</th>
<th>Internal Service Funds</th>
<th>Total All Funds</th>
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<tr>
<td>2019</td>
<td>Adopted/Adjusted Budgeted Expenditures/Expenses*</td>
<td>E</td>
<td>1</td>
<td>16,685,620</td>
<td>13,255,695</td>
<td>164,025</td>
<td>1,477,638</td>
<td>12,900</td>
<td>12,440,970</td>
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<tr>
<td>2019</td>
<td>Actual Expenditures/Expenses**</td>
<td>E</td>
<td>2</td>
<td>15,512,581</td>
<td>6,602,450</td>
<td>157,693</td>
<td>1,162,980</td>
<td>6,000</td>
<td>9,353,362</td>
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<td>2020</td>
<td>Fund Balance/Net Position at July 1***</td>
<td>D</td>
<td>3</td>
<td>11,440,372</td>
<td>15,884,798</td>
<td>0</td>
<td>6,943,281</td>
<td>314,996</td>
<td>18,737,171</td>
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<tr>
<td>2020</td>
<td>Primary Property Tax Levy</td>
<td>B</td>
<td>4</td>
<td>1,166,611</td>
<td>0</td>
<td>0</td>
<td>0</td>
<td>0</td>
<td>0</td>
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<tr>
<td>2020</td>
<td>Secondary Property Tax Levy</td>
<td>B</td>
<td>5</td>
<td>0</td>
<td>22,000</td>
<td>0</td>
<td>0</td>
<td>0</td>
<td>0</td>
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<tr>
<td>2020</td>
<td>Estimated Revenues Other than Property Taxes</td>
<td>C</td>
<td>6</td>
<td>14,128,067</td>
<td>6,804,697</td>
<td>0</td>
<td>1,890,000</td>
<td>22,000</td>
<td>9,777,737</td>
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<tr>
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<td>Other Financing Sources</td>
<td>D</td>
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<td>0</td>
<td>0</td>
<td>0</td>
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<td>0</td>
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<tr>
<td>2020</td>
<td>Other Financing (Uses)</td>
<td>D</td>
<td>8</td>
<td>0</td>
<td>0</td>
<td>0</td>
<td>0</td>
<td>0</td>
<td>0</td>
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<tr>
<td>2020</td>
<td>Interfund Transfers In</td>
<td>D</td>
<td>9</td>
<td>1,217,872</td>
<td>780</td>
<td>69,748</td>
<td>363,000</td>
<td>0</td>
<td>0</td>
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<tr>
<td>2020</td>
<td>Interfund Transfers (Out)</td>
<td>D</td>
<td>10</td>
<td>0</td>
<td>760,798</td>
<td>0</td>
<td>69,748</td>
<td>0</td>
<td>820,546</td>
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</table>

**LESS:**

- **Amounts for Future Debt Retirement:**
  - Future Capital Projects: 0
  - Maintained Fund Balance for Financial Stability: 1,885,132
  - 477,696
  - 4,923,282
  - 7,286,110
  - 0

| 2020 Total Financial Resources Available | 12 | 26,067,790 | 21,473,771 | 69,748 | 9,126,533 | 336,996 | 22,770,772 | 0 | 79,845,610 |
| 2020 Budgeted Expenditures/Expenses | E | 13 | 17,012,550 | 10,278,828 | 69,748 | 4,384,450 | 14,000 | 13,491,758 | 0 | 45,251,331 |

## EXPENDITURE LIMITATION COMPARISON

1. Budgeted expenditures/expenses
2. Add/subtract: estimated net reconciling items
3. Budgeted expenditures/expenses adjusted for reconciling items
4. Less: estimated exclusions
5. Amount subject to the expenditure limitation
6. EEC expenditure limitation

<table>
<thead>
<tr>
<th>2019</th>
<th>2020</th>
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<tbody>
<tr>
<td>$43,035,848</td>
<td>$45,251,331</td>
</tr>
<tr>
<td>(4,400,000)</td>
<td>(16,312,939)</td>
</tr>
<tr>
<td>38,635,848</td>
<td>28,938,392</td>
</tr>
<tr>
<td>$38,635,848</td>
<td>$28,938,392</td>
</tr>
<tr>
<td>$</td>
<td>$</td>
</tr>
</tbody>
</table>

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* The city/town does not levy property taxes and does not have special assessment districts for which property taxes are levied. Therefore, Schedule B has been omitted.

** Includes Expenditure/Expense Adjustments Approved in the current year from Schedule E.

*** Includes actual amounts as of the date the proposed budget was prepared, adjusted for estimated activity for the remainder of the fiscal year. Amounts on this line represent Fund Balance/Net Position amounts except for amounts not in spendable form (e.g., prepaids and inventories) or legally or contractually required to be maintained intact (e.g., principal of a permanent fund).
# TOWN OF FLORENCE
## Tax Levy and Tax Rate Information
### Fiscal Year 2020

<table>
<thead>
<tr>
<th></th>
<th>2019</th>
<th>2020</th>
</tr>
</thead>
</table>
| 1.| Maximum allowable primary property tax levy.  
   A.R.S. §42-17051(A) | $ 1,104,481               | $ 1,166,611               |
| 2.| Amount received from primary property taxation in the current year in excess of the sum of that year's maximum allowable primary property tax levy.  
   A.R.S. §42-17102(A)(18) | $                       | $                       |
| 3.| Property tax levy amounts  
   A. Primary property taxes  
   B. Secondary property taxes  
   C. Total property tax levy amounts | $ 1,104,481               | $ 1,166,611               |
| 4.| Property taxes collected*  
   A. Primary property taxes  
   (1) Current year's levy  
   (2) Prior years' levies  
   (3) Total primary property taxes | $ 1,085,000               | $ 1,085,000               |
|   | B. Secondary property taxes  
   (1) Current year's levy  
   (2) Prior years' levies  
   (3) Total secondary property taxes | $                       | $                       |
|   | C. Total property taxes collected | $ 1,085,000               | $ 1,085,000               |
| 5.| Property tax rates  
   A. City/Town tax rate  
   (1) Primary property tax rate  
   (2) Secondary property tax rate  
   (3) Total city/town tax rate | 1.1060                   | 1.0740                   |
|   | B. Special assessment district tax rates  
   Secondary property tax rates - As of the date the proposed budget was prepared, the city/town was operating 3 special assessment districts for which secondary property taxes are levied. For information pertaining to these special assessment districts and their tax rates, please contact the city/town. | 1.1060                   | 1.0740                   |

* Includes actual property taxes collected as of the date the proposed budget was prepared, plus estimated property tax collections for the remainder of the fiscal year.
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<tr>
<th>SOURCE OF REVENUES</th>
<th>ESTIMATED REVENUES 2019</th>
<th>ACTUAL REVENUES* 2019</th>
<th>ESTIMATED REVENUES 2020</th>
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<td><strong>GENERAL FUND</strong></td>
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<td>Local taxes</td>
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<td></td>
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<td>City Sales Tax</td>
<td>$2,700,000</td>
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<td>$2,862,437</td>
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<td>Food (City Sales) Tax</td>
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<td>Occupational Licenses</td>
<td>47,900</td>
<td>49,000</td>
<td>49,980</td>
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<td>Building Permits</td>
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<td>Other Licenses and Permits</td>
<td>1,000</td>
<td>700</td>
<td>1,000</td>
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<td><strong>Intergovernmental</strong></td>
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<td>State Shared Sales Tax</td>
<td>2,599,550</td>
<td>2,672,026</td>
<td>2,740,063</td>
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<td>Auto License Tax</td>
<td>1,588,630</td>
<td>1,588,656</td>
<td>1,668,771</td>
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<td>Salt River Lien Tax</td>
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<td><strong>Charges for services</strong></td>
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<td>Franchise Fees and Taxes</td>
<td>584,640</td>
<td>639,666</td>
<td>651,891</td>
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<td>Engineering Inspection Fees</td>
<td>63,800</td>
<td>95,139</td>
<td>104,000</td>
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<td>80,000</td>
<td>80,000</td>
<td>100,000</td>
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<td>171,060</td>
<td>927,361</td>
<td>1,040,322</td>
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<td>15,000</td>
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<td>250,470</td>
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<td>Police Fees</td>
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<td>29,850</td>
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<td>Fire Fees</td>
<td>48,270</td>
<td>50,600</td>
<td>53,600</td>
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<td>Parks and Recreation Fees</td>
<td>146,300</td>
<td>161,150</td>
<td>164,050</td>
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<td>Library Fees</td>
<td>5,300</td>
<td>5,500</td>
<td>5,500</td>
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<td>Senior Fees</td>
<td>15,900</td>
<td>20,850</td>
<td>21,400</td>
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<td><strong>Fines and forfeits</strong></td>
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<td>179,055</td>
<td>179,800</td>
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<td><strong>Interest on investments</strong></td>
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<td>Interest</td>
<td>70,000</td>
<td>230,000</td>
<td>235,000</td>
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<tr>
<td><strong>Miscellaneous</strong></td>
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<td></td>
<td></td>
</tr>
<tr>
<td>Cemetery Fees</td>
<td>17,100</td>
<td></td>
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<td>Miscellaneous</td>
<td>34,320</td>
<td>123,354</td>
<td>125,415</td>
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<tr>
<td>Downtown Redevelopment</td>
<td>1,500</td>
<td>2,054</td>
<td>2,200</td>
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<td>Government Access Channel</td>
<td>4,000</td>
<td>4,000</td>
<td>4,000</td>
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<tr>
<td><strong>Total General Fund</strong></td>
<td>$12,767,290</td>
<td>$13,426,137</td>
<td>$14,128,067</td>
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</table>

* Includes actual revenues recognized on the modified accrual or accrual basis as of the date the proposed budget was prepared, plus estimated revenues for the remainder of the fiscal year.
## TOWN OF FLORENCE
Revenues Other Than Property Taxes
Fiscal Year 2020

<table>
<thead>
<tr>
<th>SOURCE OF REVENUES</th>
<th>ESTIMATED REVENUES 2019</th>
<th>ACTUAL REVENUES* 2019</th>
<th>ESTIMATED REVENUES 2020</th>
</tr>
</thead>
<tbody>
<tr>
<td>Highway User</td>
<td>$3,238,310</td>
<td>$3,347,800</td>
<td>$3,433,471</td>
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<tr>
<td>Food Tax</td>
<td>1,700</td>
<td>8,100</td>
<td>8,500</td>
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<tr>
<td>Economic Development</td>
<td>2,650</td>
<td>2,875</td>
<td>2,865</td>
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<td>Judicial Collections Enhancement</td>
<td>2,220</td>
<td>2,420</td>
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<td>SW Gas Relocation Reimbursement</td>
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<td>50,000</td>
<td>50,000</td>
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<td>12,250</td>
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<td>$4,440,400</td>
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<td>Construction Tax Fund</td>
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<td>Street Light Improvement District No. 1</td>
<td>1,800</td>
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<td>Street Light Improvement District No. 2</td>
<td>2,600</td>
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<td>Street Light Improvement District No. 3</td>
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<tr>
<td>$5,400</td>
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<td>164,800</td>
<td>166,200</td>
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<td>Police Impact Fees</td>
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<td>143,800</td>
<td>146,000</td>
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<td>Fire/EMS</td>
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<td>$362,500</td>
<td>$450,100</td>
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<td>Parks Impact Fees</td>
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<td>$11,400</td>
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<td>Library Impact Fees</td>
<td>36,800</td>
<td>47,100</td>
<td>59,000</td>
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<td>Florence Wastewater</td>
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<td>$46,600</td>
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**Total Special Revenue Funds** $8,096,160 $5,035,906 $6,804,687

* Includes actual revenues recognized on the modified accrual or accrual basis as of the date the proposed budget was prepared, plus estimated revenues for the remainder of the fiscal year.
<table>
<thead>
<tr>
<th>SOURCE OF REVENUES</th>
<th>ESTIMATED REVENUES 2019</th>
<th>ACTUAL REVENUES* 2019</th>
<th>ESTIMATED REVENUES 2020</th>
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<tbody>
<tr>
<td>DEBT SERVICE FUNDS</td>
<td></td>
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<tr>
<td>Utility Improvement District No. 1</td>
<td>$ 79,200</td>
<td>$ 77,028</td>
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<td>$ 77,028</td>
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<tr>
<td>Total Debt Service Funds</td>
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<tr>
<td>CAPITAL PROJECTS FUNDS</td>
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<td>General Government CIP Fund</td>
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<tr>
<td>Economic Development Fund</td>
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<td></td>
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<td>$ 1,782,000</td>
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<tr>
<td>Total Capital Projects Funds</td>
<td>$ 1,394,000</td>
<td>$ 1,782,000</td>
<td>$ 1,890,000</td>
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* Includes actual revenues recognized on the modified accrual or accrual basis as of the date the proposed budget was prepared, plus estimated revenues for the remainder of the fiscal year.
<table>
<thead>
<tr>
<th>SOURCE OF REVENUES</th>
<th>ESTIMATED REVENUES 2019</th>
<th>ACTUAL REVENUES* 2019</th>
<th>ESTIMATED REVENUES 2020</th>
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<tbody>
<tr>
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<td>$ 22,000</td>
<td>$ 22,000</td>
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<td><strong>ENTERPRISE FUNDS</strong></td>
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<tr>
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<td></td>
<td>$ 7,771,430</td>
<td>$ 9,110,719</td>
<td>$ 9,777,737</td>
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<tr>
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<td>$ 7,771,430</td>
<td>$ 9,110,719</td>
<td>$ 9,777,737</td>
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</table>

* Includes actual revenues recognized on the modified accrual or accrual basis as of the date the proposed budget was prepared, plus estimated revenues for the remainder of the fiscal year.

**TOTAL ALL FUNDS** $ 30,132,050 $ 29,453,790 $ 32,622,491

* Includes actual revenues recognized on the modified accrual or accrual basis as of the date the proposed budget was prepared, plus estimated revenues for the remainder of the fiscal year.
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<th>FUND</th>
<th>SOURCES</th>
<th>(USES)</th>
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# Town of Florence

## Expenditures/Expenses by Fund

### Fiscal Year 2020

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<th></th>
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<th></th>
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<td><strong>General Fund</strong></td>
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<td><strong>Econ Development</strong></td>
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<td>General Capital Fund</td>
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<td>$1,162,980</td>
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<td>$4,384,450</td>
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<tr>
<td><strong>Permanent Funds</strong></td>
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</table>

*Includes actual expenditures/expenses recognized on the modified accrual or accrual basis as of the date the proposed budget was prepared, plus estimated expenditures/expenses for the remainder of the fiscal year.
## TOWN OF FLORENCE
Expenditures/Expenses by Department
Fiscal Year 2020

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* Includes actual expenditures/expenses recognized on the modified accrual or accrual basis as of the date the proposed budget was prepared, plus estimated expenditures/expenses for the remainder of the fiscal year.

Department Total $15,185,620 $500,000 $15,512,582 $17,012,550

4/19 Arizona Auditor General's Office
SCHEDULE F
Official City/Town Budget Forms
# TOWN OF FLORENCE

**Full-Time Employees and Personnel Compensation**  
**Fiscal Year 2020**

<table>
<thead>
<tr>
<th>FUND</th>
<th>Full-Time Equivalent (FTE)</th>
<th>Employee Salaries and Hourly Costs</th>
<th>Retirement Costs</th>
<th>Healthcare Costs</th>
<th>Other Benefit Costs</th>
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General Fund
General Fund

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## General Fund Revenue

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## General Fund Revenue

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Administration
**Program narrative:**
This program supports the activities of the Town Council. The Council is composed of a Mayor (direct election for a four-year term) and six Council members elected at large, for four-year terms. The Council has responsibility for establishing Town Policy, and has oversight responsibility for all financial decisions that affect the Town of Florence.

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| 203     | Reproduction and Printing  
Cost of printing, Council business cards, surveys and other promotional material as requested by Council.                                                                                     | 500     |
| 205     | Legal Publication  
Ads for public hearings, notices of meetings, special advertisements and publication of ordinances with penalty clauses.                                                                                   | 2,500   |
| 217     | Professional Services  
Recordation of land use documents, development agreements, and other Council approved documents.                                                                                                     | 3,000   |
| 301     | Office Supplies  
Costs of binders replacements and supplies for Council books and material required.                                                                                                                     | 500     |
| 306     | Fuel and Oil  
                                                                                                                                   | 250     |
| 314     | Other  
The Town Council matches the Pinal County Sheriff in donating to the Senior Grad night ($5,000).                                                                                                         | 5,000   |
| 324     | Computers and Printers  
                                                                                                                                   | -       |
| 401     | Dues, Subscriptions and Memberships  
Central Arizona Association of Governments ($11,797), Pinal Partnership ($1,500), Maricopa Association of Governments ($1,898), National League of Cities and Towns ($2,500), League of Cities and Towns ($17,307) | 35,010  |
| 402     | Conferences and Business Meetings  
Attendance at one conference for each member of Council ($1,000 x 7), Two members to attend National Cities and Towns Conference (1 each) ($6,000), Miscellaneous business meetings ($3,000) | 16,000  |
| 403     | Training and Development  
Council training and development                                                                                                                   | 3,500   |
| 404     | Election Expense  
Possible special election                                                                                                                                                                              | 10,000  |
| 407     | Community Outreach Promotional Expenses  
                                                                                                                                   | 1,000   |
| 408     | Other Miscellaneous  
Ceremonial Items such as frames, awards, etc. 115 audience chairs for the Council Chambers ($18,000)                                                                                             | 19,500  |
|         | Total                                                                                                                                         | 96,760  |
Program narrative:
The Town Manager serves as the Chief Administrative Officer for the Town and is responsible for carrying out the policies established by the Town Council through the administration of various operating departments. The administrative budget includes the Town Clerk's Office that is responsible for public records, administrative services, and elections. The Town Manager and Town Clerk are appointed by the Town Council.

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**Program narrative:**

The Municipal Court Magistrate has jurisdiction over charges committed in the Town of Florence. Town ordinances and code violations are also heard along with civil traffic violations, misdemeanor offenses, parking violations and trucking violations. Effective January 1, 2009, is a new Administrative Order from the Presiding Judge of Pinal County that states all lower jurisdiction courts will charge the same amount for all civil traffic offenses. The individual Courts are to set their fines for misdemeanor charges within the Supreme Court guidelines. The Court is assisted in collection of past due fines by a collection agency and the interception of Arizona State Tax and Lottery winnings.

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<td>16 hours of training mandated by Arizona State Law (local training)</td>
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Fund: General
010-504

Department: Legal

Program narrative:
The Town Attorney advises the Mayor, Town Council, Town Manager, Department Managers, and Boards and Commissions relative to legal matters affecting the Town, prepares and presents reports and other necessary correspondence. This department is responsible for researching State and Federal laws, law digests, case law, legal opinions, and judgements and other sources of information pertaining to facets of municipal legal matters, prosecutes criminal cases before the municipal Court, appeals cases in the Superior Court, prepares civil cases for trial, investigates claims and complaints by or against the Town and assists in the preparation of drafting of policies, rules and regulations of the Town.

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## Fund: General
010-505

**Program narrative:**
The Finance Department is responsible for recording all transactions related to the collection and disbursement of Town Funds. The department is responsible for asset management, accounting, accounts payables and receivables, cash receipting, billing and collecting on special taxing districts and enterprise funds, required reporting, internal control, procurement, and audit and budget preparation and implementation.

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<td>$410 per employee</td>
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| Total                           | 190,630         |
### Program narrative:
The Human Resources Department is a support service for Town departments providing leadership in development and implementation of personnel systems, policies and employee benefit programs, to attract, hire and retain a diverse, well-qualified and professional workforce. The HR Director also serves at the Town Risk Manager, managing insurance products and coordinating claim activity.

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## Program Narrative:
The Department builds, manages, and maintains Town government information technology infrastructure, including radio, telephone, email, and networks used by other Town departments to serve constituents. IT also manages the Town's central data center, which houses servers and storage used by the Town departments. IT directs the development of certain computer applications projects on behalf of other departments, primarily the public safety departments.

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318,600
**Fund: General**  
**Department: Economic Development**  
**010-551**

**Program narrative:**  
Town of Florence Economic Development accomplishes activities that enhance business attraction, retention and expansion, and business creation efforts in Florence.

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**Contractual Service and Maintenance**

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**Commodities**

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**Other Charges**

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**Total Expenses**

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Public Safety
Program narrative:
The Police Administration Division performs the executive functions of the department and is responsible for the daily logistics of the organization. This includes staffing along with the development and implementation of the department's policies and procedures. Personnel assigned to this division prepare and administer the Police budget.

Positions in Department: 42

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<td>Law Enforcement Association, food vouchers and housing assistance for crisis</td>
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**Fund: General**
**Department: Police Support Svcs**

**Program narrative:**
The Support Services Division is comprised of civilian personnel who are responsible for all public safety communications for police and fire. This division maintains a central repository for all records; along with the processing and inventory of property/evidence. Media releases are provided through this division; along with data/statistics from an analyst.

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<td>Items for Communications Week/Records Week, and promotional items</td>
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**Program narrative:**
The Police Volunteer Program consists of civilians who provide invaluable services to the department which include: Court Services, Victim Services, Fingerprinting, Traffic Control, Funeral Escorts, and assistance with community events. This program embraces the concept of a community policing model.

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<td>Items used for community events</td>
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Program narrative:
The Police Operations Division consists of certified/sworn personnel that are the most visible representatives of the department. They are responsible for the daily patrol activities, respond to calls for service, and proactively work to reduce crime. The Investigations Unit is assigned property crimes and crimes against persons that occur in the community.

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<tr>
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<td>Legal Publication&lt;br&gt;Arizona Criminal Law, Traffic Manuals and other law enforcement publications</td>
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<td>Professional Services&lt;br&gt;Platesmart/Community DashBoard &amp; other professional services</td>
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<td>Uniform Allowance&lt;br&gt;New hires; torn or damaged in the line of duty</td>
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<td>Animal Care&lt;br&gt;Supplies for K9 Unit: food, veterinarian, equipment</td>
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<td>Firearm Supplies&lt;br&gt;Targets, ammunition needed for firearms training and qualifications. Taser, Glock equipment, and repair/cleaning kits</td>
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<td>Safety Equipment&lt;br&gt;Flares, cones, vests, flashlights, gloves, first aid supplies, and general safety equipment</td>
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<td>Other&lt;br&gt;Physicals, psychological, polygraphs and other related expenses</td>
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<td>Other Miscellaneous&lt;br&gt;Cancer Insurance</td>
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|       |                                                                                               | 200,400          |
Program narrative:
The purpose of the Florence Fire Department is to protect the lives and property of our citizens by providing the most modern, proficient fire and EMS services possible. We dedicate ourselves to this challenge by planning for emergencies before they occur with an aggressive proactive program of Fire and EMS training, life safety inspections and public education within the community.

Positions in Division: 4

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<td>Legal Publications</td>
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<td>Service Contracts Cardiac monitor maintenance, pest control, copier maintenance, Breathing air testing, Meter calibration, Turnout cleaning and repair</td>
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<td>General Equipment Repair Miscellaneous repairs computers, printers, fax, office equipment</td>
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<td>209</td>
<td>Vehicle Repair and Maintenance Administrative emergency-response preventative maintenance and repairs</td>
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<td>Maintenance Other The Fire Department's share of the Community Services Department costs and EMS Program Administrator Costs</td>
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<td>235</td>
<td>Medical Services Annual Physicals for 3 Staff Officers $609 each</td>
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<td>301</td>
<td>Office Supplies Miscellaneous office supplies, equipment and records storage</td>
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<tr>
<td>306</td>
<td>Fuel and Oil Fuel and oil for the staff vehicles.</td>
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<td>308</td>
<td>Books Emergency management, leadership and code enforcement manuals as required to maintain operational readiness and ordinance compliance</td>
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<td>Conferences and Business Meetings Attend in-state conferences and seminars for senior staff</td>
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<tr>
<td>407</td>
<td>Community Outreach Promotional Expenses Fire safety, public education and community risk reduction materials, banners and brochures</td>
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<tr>
<td>408</td>
<td>Other Miscellaneous Host Meetings and events - Pinal County Fire Chief's, Post incident reviews, Fire Prevention Week and Florence public safety agency meetings. Firemans Cancer Policy $50 per member X 3</td>
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### Fund: General  
010-516  
#### Department: Fire Station 1

#### Program narrative:
The purpose of the Florence Fire Department is to protect the lives and property of our citizens by providing the most modern, proficient fire and EMS services possible. We dedicate ourselves to this challenge by planning for emergencies before they occur with an aggressive proactive program of Fire and EMS training, life safety inspections and public education within the community.

#### Positions in Division: 12

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<td><strong>Personnel</strong></td>
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<td>1,335,453</td>
<td>1,362,440</td>
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| **Contractual Service and Maintenance** |                |                |                  |                  |
| 201 Telephone       | -              | -              | -                | 8,000            |
| 203 Reproduction and Printing | -              | -              | -                |                  |
| 204 Data Processing | -              | -              | -                |                  |
| 207 Service Contracts | -              | -              | -                |                  |
| 208 General Equipment Repair | 497          | 1,800          | 1,500            | 1,500            |
| 209 Vehicle Repair and Maintenance | 30,629       | 38,000         | 38,000           | 38,000           |
| 210 Radio Repair and Maintenance | 1,840        | 2,000          | 2,000            | 2,000            |
| 211 Maintenance Other | 895           | 1,000          | 1,000            | 1,000            |
| 215 Gas and Electric Charges | -             | -              | -                | 2,000            |
| 212 Water           | -              | -              | -                | 2,000            |
| 215 Gas and Electric Charges | -             | -              | -                | 18,000           |
| 235 Medical Services | 4,560          | 6,920          | 6,920            | 8,000            |
| **Total**            | 38,420         | 48,720         | 49,420           | 80,500           |

| **Commodities**      |                |                |                  |                  |
| 302 Operating Supplies | 1,708          | 3,000          | 2,500            | 3,000            |
| 304 Uniform Allowance | 12,121         | 16,200         | 16,000           | 16,000           |
| 306 Fuel and Oil     | 10,868         | 10,500         | 13,100           | 13,500           |
| 308 Books            | 203            | 300            | 300              | 300              |
| 310 Chemicals        | 398            | 1,000          | 1,000            | 1,000            |
| 311 Small Tools      | 858            | 1,100          | 1,100            | 1,100            |
| 312 Safety Equipment | 9,610          | 10,000         | 12,000           | 12,000           |
| 314 Other            | 235            | 500            | 500              | 500              |
| 315 Janitorial Supplies | 3,490          | 3,500          | 3,500            | 3,500            |
| 316 Facilities Maintenance | 354          | 1,200          | 1,200            | 1,200            |
| 321 Medical Supplies | 6,597          | 7,200          | 7,200            | 7,200            |
| 324 Computers/Printers | 135            | -              | -                |                  |
| 335 Furniture, Fixtures, Equipment (less than $5,000) | 730        | 9,440          | 8,240            | 3,500            |
| **Total**            | 47,304         | 63,940         | 66,640           | 62,800           |

| **Other Charges**    |                |                |                  |                  |
| 401 Dues, Subscriptions, and Memberships | 261          | 400            | 200              | 200              |
| 403 Training and Development | 5,926         | 8,200          | 8,200            | 8,200            |
| 408 Other Miscellaneous | 650          | 2,200          | 1,100            | 600              |
| 409 Contingencies    | -              | -              | -                |                  |
| **Total**            | 6,837          | 10,800         | 9,500            | 9,000            |

<p>| <strong>Total Expenses</strong>   | 1,464,830      | 1,504,120      | 1,461,013        | 1,514,740        |</p>
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<th>Description</th>
<th>2019-2020 Budget</th>
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<td>Fire Fighters Cancer Policy $50 per member X 12</td>
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Program narrative:
The purpose of the Florence Fire Department is to protect the lives and property of our citizens by providing the most modern, proficient fire and EMS services possible. We dedicate ourselves to this challenge by planning for emergencies before they occur with an aggressive proactive program of Fire and EMS training, life safety inspections and public education within the community.

Positions in Division: 12

<table>
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<td>Electric, pneumatic and manual hand tools necessary for day-to-day field maintenance of firefighting equipment</td>
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<td>Firefighting gear, hose and other personal protective equipment.</td>
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<td>Includes cleaning, testing and maintenance costs.</td>
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<td>Hand lanterns, electric cord reels, fans and miscellaneous adapters</td>
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<td>Occupational Safety Health Administration, National Fire Prevention Association and Insurance Services Office (ISO) required training. Live fire, EMS Responder, Hazardous Materials and AZ State Fire School Training</td>
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<td>Fire Fighter Cancer Policy $50 per member X 12</td>
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Community Services
**Fund: General**  
**010-520**  

**Department: Fitness Center**

**Program narrative:**  
The Fitness Center is responsible for operations of the center, including sale and renewal of memberships and maintenance of equipment. Responsible for preparing programming budgets; recruiting, training, supervising and evaluating staff; contract administration; marketing of fitness programs and memberships.

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<td>Paper towels and disinfectant for machines; replace small broken equipment</td>
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<td>CPR/First Aid Training for new staff</td>
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**Program narrative:**
Administration of the Community Services Department, including coordinating programs and maintaining parks and facilities; preparing budgets, both programming and capital improvements; recruiting, training, supervising and evaluating staff; contract administration; marketing; sponsorships; developing partnerships; and management of capital improvement projects.

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Community Services
010-521

AZ Parks and Recreation Association Membership – Agency (2 Staff) $490
National Recreation Park Association Membership - Individual $170
Broadcast Music Incorporated Music Licensing - Department $342
American Not for Profit Performance Rights Association - Department $340
Casa Grande Newspapers (Reminder and Blade-Tribune) $30
AZ Parks and Recreation Association Award Nomination Fees $96 ($24 x 4)
SurveyMonkey subscription – entire Organization $450
National Recreation Park Association Certification Renewal $75
Casa Grande Newspapers (Pinal Ways Magazine) $15
International City Management Association Membership $200
### Program narrative:
Operation and maintenance of the Town's parks, recreation areas, and open spaces. Parks include Main Street Park, Little League Park, Padilla Park and Heritage Park. Open Space includes Poston Butte, Aero Modeler Park and Whitlow Rodeo Grounds. Parking areas include Arriola Square, Jaques Square and the High Profile/RV Parking. Park staff also maintains the landscaping around all municipal buildings and Main Street.

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**Program narrative:**
The Aquatic Center provides competitive and recreational activities for residents and visitors of all ages from April through September. In addition to day-to-day operations and maintenance, programming includes swimming lessons, open swim, aqua aerobics, and aquatic special events.

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**Fund: General**

**Department: Programs**

**Program narrative:**
The Recreation Programs Division is responsible for coordinating special interest programs, sports activities, and youth and teen programs. Responsible for preparing programming budgets; recruiting, training, supervising and evaluating staff; contract administration; marketing of recreation programs and events; securing event/program sponsors; developing partnerships with youth sports organizations; grant writing and partnering with community service organizations.

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**Total Expenses** | **418,243** | **477,050** | **476,335** | **509,069**
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Fund: General
010-526

Department: Special Events

Program narrative:
The Special Events Staff are responsible for coordinating special events for all residents and visitors. Responsible for preparing event budgets, contract administration, marketing of special events, securing event sponsors, grant writing and partnering with community service organizations. Events include Christmas on Main, Jr. Parada Parade, Concerts in the Park, Movies in the Park, 4th of July Freedom Fest, Halloween Fright Fest and more.

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Total Budget: 156,055
### Program Narrative
The Senior Center provides social, recreational and cultural programming; activities for the senior community in Florence; and improves the overall quality of life for the Town's senior citizens. The Senior Center also provides limited transportation services for senior citizens to visit the Senior Center, shop at grocery stores and go on excursions.

### Account Description

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### Fund: General
#### 010-529

#### Department: Library

#### Program Narrative:
The Library's main objective is to provide materials and services to help Florence residents obtain information meeting their personal, educational, and professional needs with an emphasis on educational resources, youth services, and popular material.

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**Fund: General**

**Department: Engineering**

**010-530**

**Program narrative:**
The Engineering Division provides technical support services to Public Works and other Town departments as requested. These services include plan review, ROW / PUFE clearance, construction and project management and execution, contract review and graphics reproduction.

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<td>reports, geographic reports, plan reviews, services performed by laboratories,</td>
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<td>Fuel for vehicles, generators and hand held equipment</td>
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<td>Books</td>
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<td>Informational, technical and specifications books; Code books for projects or</td>
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<td>certifications</td>
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**Fund: General**  
**Department: Facilities Maintenance**  
**010-531**

**Program narrative:**  
The division is responsible for the maintenance and upkeep of general government buildings and non-specific departmental costs.

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<td><strong>Personnel</strong></td>
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## Facilities Maintenance
### 010-531

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<td>Monthly, annual and semiannual service expenses for professional inspections of</td>
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<td>extinguishers, fire alarms, fire suppression, elevators, backflow preventors,</td>
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<td>and overhead and power gates and doors. This also includes monthly exterminating,</td>
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<td>GPS monitoring systems.</td>
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<tr>
<td>208 General Equipment Repair</td>
<td>15,000</td>
</tr>
<tr>
<td>Repair and maintenance of fleet (including scheduled preventative maintenance)</td>
<td></td>
</tr>
<tr>
<td>equipment and hand equipment</td>
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</tr>
<tr>
<td>209 Vehicle Repair and Maintenance</td>
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</tr>
<tr>
<td>Repair and maintenance of fleet (including scheduled preventative maintenance) and</td>
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</tr>
<tr>
<td>GPS monitor installation</td>
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<tr>
<td>222 Rental and Lease Charges</td>
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<tr>
<td>Miscellaneous cleaning machine rentals</td>
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<td>230 Landfill Charges</td>
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<tr>
<td>Disposal fees for garbage (containerized) and trash (uncontainerized)</td>
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<td>General office supplies (pens, paper, files, etc.)</td>
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<tr>
<td>302 Operating Supplies</td>
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<tr>
<td>For the purchase of maintenance and repair materials from True Value, Ace</td>
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<tr>
<td>Hardware, Home Depot, electrical and plumbing part suppliers, Johnstone Supply,</td>
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<tr>
<td>Zorro, and Grainger</td>
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<tr>
<td>Custodial/maintenance uniforms</td>
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<tr>
<td>306 Fuel and Oil</td>
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<tr>
<td>Fuel for vehicles, generators, and hand-held equipment</td>
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<tr>
<td>308 Books</td>
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<tr>
<td>Books, manuals and publications related to PW</td>
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<tr>
<td>311 Small Tools</td>
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<tr>
<td>Small tools purchased towards the end of the fiscal year</td>
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<td>312 Safety Equipment</td>
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<tr>
<td>SDS books, wet floor signs, printed safety signage, safety glasses, masks,</td>
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<tr>
<td>refill medicine cabinets, etc.</td>
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<tr>
<td>315 Janitorial Supplies</td>
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<tr>
<td>For all Town facilities</td>
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<tr>
<td>316 Facilities Maintenance</td>
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<tr>
<td>All inspection-generated repairs, call-out repairs, emergency repairs, unexpected</td>
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<tr>
<td>HVAC replacements, some small projects if funding allows at the end of the FY</td>
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<tr>
<td>403 Training and Development</td>
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<tr>
<td>Funding for staff to attend building maintenance organization trainings and</td>
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<tr>
<td>seminars</td>
<td>168,145</td>
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**Fund: General**

010-533

**Department: Cemetery**

**Program narrative:**
The mission is to provide an esteemed public burial ground, affordable to all citizens. The cemetery accomplishes this goal through the collaborative effort with Development Services Department staff operating in four key capacities of administration, facilities, grounds maintenance and burial services. The Cemetery Rules and Regulations provide guidance in the administration of the Cemetery as well as Arizona statutory requirements. The division is responsible for the location, openings, and closing of the grave sites, along with the maintenance and up-keep of the public rights-of-way at the Town of Florence Cemetery.

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<thead>
<tr>
<th></th>
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<tr>
<td><strong>Contractual Service and Maintenance</strong></td>
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<td>211 Maintenance Other</td>
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<td>306 Fuel and Oil</td>
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<td>-----------------------------------------------------------------------------------------------</td>
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<tr>
<td>208</td>
<td>General Equipment Repair</td>
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<td></td>
<td></td>
</tr>
<tr>
<td></td>
<td>Repair and maintenance of fleet (including scheduled preventative maintenance) equipment and hand equipment</td>
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<tr>
<td>211</td>
<td>Maintenance Other</td>
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<tr>
<td></td>
<td>Repair and maintenance of equipment and machinery (including scheduled preventative maintenance); warranty issues, spare parts</td>
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<td>317</td>
<td>Land Maintenance</td>
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<td></td>
<td>Provisions for land maintenance of grounds and for vegetation control; weed sterilizers, supplies for landscaping, irrigation, etc.</td>
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### Program narrative:
The Fleet Division is responsible for the repair and maintenance of all Town vehicles and equipment. Each fund is charged for the hours that the Fleet staff works on General Fund vehicles.

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<tr>
<td><strong>Commodities</strong></td>
<td></td>
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<tr>
<td>302 Operating Supplies</td>
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<tr>
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<tr>
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<tr>
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<td>Service Contracts</td>
<td>350</td>
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<tr>
<td></td>
<td>AOT Maint. contract for copiers, GPS monitoring services</td>
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<tr>
<td>209</td>
<td>Vehicle Repair &amp; Maintenance</td>
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<tr>
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<td>Repair &amp; maintenance of fleet (including scheduled preventative</td>
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<tr>
<td>302</td>
<td>Operating Supplies</td>
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<td></td>
</tr>
<tr>
<td></td>
<td>Nuts, bolts, spray paint, degreaser, welding supplies, hoses, oxygen,</td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td></td>
<td>fittings, clamps and other supplies</td>
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<tr>
<td>304</td>
<td>Uniform Allowance</td>
<td>2,000</td>
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<tr>
<td></td>
<td>Uniform needs for all personnel: shirts, hats, boots, pants, jackets</td>
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<tr>
<td>311</td>
<td>Small Tools</td>
<td>3,000</td>
<td></td>
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<tr>
<td></td>
<td>Replace shovels, pitch forks, hoes, hand tools, etc.</td>
<td>9,850</td>
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</table>
Special
Revenue Funds
### Special Revenue Funds Summaries

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<tr>
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<tbody>
<tr>
<td>Capital Project Fund-General Gov</td>
<td>2,221,173</td>
<td>1,230,000</td>
<td>1,782,000</td>
<td>2,253,000</td>
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<tr>
<td>Streets-Highway User</td>
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<td>3,238,310</td>
<td>3,348,580</td>
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<td>Construction Tax</td>
<td>140,669</td>
<td>161,000</td>
<td>345,200</td>
<td>360,000</td>
</tr>
<tr>
<td>Food Tax</td>
<td>23,491</td>
<td>3,200</td>
<td>8,100</td>
<td>8,500</td>
</tr>
<tr>
<td>Debt Service Fund</td>
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<td>69,748</td>
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<td>Economic Development Fund</td>
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<td>1,700</td>
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<tr>
<td>Judicial Collection Funds</td>
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<tr>
<td>Fill The Gap</td>
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<td>2,220</td>
<td>2,420</td>
<td>2,435</td>
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<tr>
<td>North Florence Improvement Dist</td>
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<td>79,200</td>
<td>77,028</td>
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<td>Impound Fund</td>
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</tr>
<tr>
<td>Fireman's Pension Fund</td>
<td>20,402</td>
<td>23,970</td>
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</tr>
<tr>
<td>Grants</td>
<td>198,199</td>
<td>4,378,080</td>
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<td>2,402,366</td>
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<tr>
<td>Street Light Improvement Dist</td>
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<tr>
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<tr>
<td><strong>Total Special Revenue Funds</strong></td>
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<td><strong>$ 9,664,580</strong></td>
<td><strong>$ 6,987,762</strong></td>
<td><strong>$ 9,343,879</strong></td>
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</table>

<table>
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<th></th>
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<tbody>
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<td>Capital Project Fund-General Gov</td>
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<td>1,457,638</td>
<td>1,242,730</td>
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<td>Food Tax</td>
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<td>3,200</td>
<td>8,100</td>
<td>8,500</td>
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<tr>
<td>Debt Service Fund</td>
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<td>69,750</td>
<td>69,748</td>
<td>69,748</td>
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<tr>
<td>Economic Development Fund</td>
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<td>1,700</td>
<td>1,700</td>
</tr>
<tr>
<td>Judicial Collection Funds</td>
<td>2,374</td>
<td>2,650</td>
<td>2,875</td>
<td>2,865</td>
</tr>
<tr>
<td>Fill the Gap</td>
<td>2,019</td>
<td>2,220</td>
<td>2,420</td>
<td>2,435</td>
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<tr>
<td>North Florence Improvement Dist</td>
<td>58,904</td>
<td>79,200</td>
<td>77,028</td>
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<tr>
<td>SW Gas Relocation Reimbursement</td>
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<td>Impound Fund</td>
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<td>12,250</td>
<td>12,250</td>
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<tr>
<td>Fireman's Pension Fund</td>
<td>20,402</td>
<td>23,970</td>
<td>22,000</td>
<td>22,000</td>
</tr>
<tr>
<td>Grants</td>
<td>198,199</td>
<td>4,378,080</td>
<td>752,191</td>
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<tr>
<td>Street Light Improvement Dist</td>
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<tr>
<td>Impact Fee Funds</td>
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<td>407,700</td>
<td>512,370</td>
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<td><strong>Total Special Revenue Funds</strong></td>
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<td><strong>$ 8,336,341</strong></td>
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General Capital Fund Budget Summary
Fund 011

The General Capital Budget utilizes funding from city sales tax from construction and transfers from Special Revenue Funds and the General Fund to fund capital purchases and capital projects that are non-enterprise related.

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<td>Total Revenue</td>
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<td>69,748</td>
<td>79,750</td>
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<td>1,457,638</td>
<td>1,242,730</td>
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<td>Cash Balance</td>
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<td>5,875,521</td>
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<td>4,951,831</td>
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## General Capital Fund

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**Department: Finance**  
**011- Varies by department**  

**Program narrative:**  
Funds are used to account for the receipt and disbursement of all resources used for the acquisition of capital facilities for General Fund Departments. Revenue and expenditures are accounted for under a modified accrual basis.

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## Capital Improvement Plan Summary Fiscal Year 2019-2020

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**REVENUE**

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<td>Operating Transfers In</td>
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<td>$780</td>
<td>$780</td>
<td>$780</td>
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<tr>
<td><strong>Total Revenue</strong></td>
<td><strong>$3,222,091</strong></td>
<td><strong>$3,238,310</strong></td>
<td><strong>$3,348,580</strong></td>
<td><strong>$3,605,915</strong></td>
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**EXPENDITURES**

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<td>Highway User Operations</td>
<td>$2,280,143</td>
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<td>$1,439,654</td>
<td>$1,592,295</td>
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**Ending Cash**

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### Florence Streets

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<td><strong>Operating Transfers In</strong></td>
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<td>From Grant Funds</td>
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<td>From SLID Funds</td>
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<td>From Sewer Fund</td>
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<td>From other Special Revenue Funds</td>
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<td><strong>780</strong></td>
<td><strong>780</strong></td>
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<td><strong>Total Streets Revenue</strong></td>
<td><strong>3,222,091</strong></td>
<td><strong>3,238,310</strong></td>
<td><strong>3,348,580</strong></td>
<td><strong>3,605,915</strong></td>
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Fund: HURF  
012-518, 561, 566, 581  
Division: Streets

Program narrative:

The Streets division is responsible for the maintenance and upkeep of all public rights-of-way, alleys, and easements within the corporate limits of the Town of Florence. This includes preventative maintenance, minor repair or reconstruction of existing streets and right-of-way maintenance activities such as sweeping, weed control, drainage facility maintenance.

Positions in Division: 15

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<th></th>
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<td>1,592,295</td>
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<tr>
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</tr>
<tr>
<td>Street Repair and Maintenance</td>
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<td><strong>Total Engineering</strong></td>
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<td>Postage expense for correspondence and reports to governing agencies, public notices, proposals</td>
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<td>Share of Municipal Risk Pool</td>
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<td>Maintenance contracts for services, copiers, GPS Monitoring Systems</td>
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<td>208 General Equipment Repair</td>
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<td>Repair and maintenance of fleet (including scheduled preventative maintenance) equipment and hand equipment</td>
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<td>209 Vehicle Repair and Maintenance</td>
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<td>Repair &amp; maintenance of fleet (including scheduled preventative maintenance) and GPS monitor installation</td>
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<td>Consumable supplies: nuts, bolts, spray paint, degreaser, welding supplies, hoses, oxygen, fittings, clamps, etc.</td>
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<td>Safety Equipment</td>
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<td>Training Materials</td>
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<td>Misc. programs - operations and maintenance programs such as various heavy equipment</td>
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<td>Other</td>
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<td>Janitorial Supplies</td>
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<td>Provision for maintenance emergencies for equipment and buildings and preventative maintenance</td>
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<td>Collection line supplies and repair parts</td>
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<td>Computers/Printers</td>
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<td>Conferences and Business Meetings</td>
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<td>Training and Development</td>
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<td>Continuing education and professional development for personnel</td>
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|      | Total                                                                                         | 578,010 |

Streets
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<td>Roundabout or Intersection Improvement at SR 79 &amp; SR 287</td>
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<td>Felix Rd. 1/2-Road Improvements (from RR)</td>
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<td>Hunt Highway &amp; Attaway Rd Intersection</td>
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<td>Roundabout or Intersection Improvement at SR 79 &amp; SR 287</td>
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<td>Centennial Park Ave (Butte Ave to SR 287)</td>
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<td>Hunt Hwy. (Town Limits to SR 79)</td>
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<td>$1,284,000</td>
<td></td>
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</tr>
<tr>
<td>T-53</td>
<td>Desert Color Pkwy. (Hunt Hwy. to Felix Rd.) (Phase 1)</td>
<td></td>
<td></td>
<td></td>
<td>$138,000</td>
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<tr>
<td>T-54</td>
<td>Walker Butte Pkwy. (Phase 1)</td>
<td></td>
<td></td>
<td></td>
<td>$400,000</td>
<td>$4,000,000</td>
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<tr>
<td>T-55</td>
<td>Florence Heights Rd. (Main to SR 79)</td>
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<td></td>
<td></td>
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<tr>
<td>T-62</td>
<td>Attaway Rd / Hunt Hwy. Intersection Improvements</td>
<td>50,000</td>
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<tr>
<td>T-65</td>
<td>Hunt Hwy. Improvements at Franklin Rd. (Phase 1)</td>
<td></td>
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<tr>
<td>T-66</td>
<td>HURF Bond</td>
<td>2,260,000</td>
<td>1,515,000</td>
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<tr>
<td>T-67</td>
<td>GRANTS</td>
<td>164,610</td>
<td>9,525</td>
<td>$192,750</td>
<td>$2,400,000</td>
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<tr>
<td>T-68</td>
<td>DIF</td>
<td>57,500</td>
<td>57,500</td>
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<tr>
<td>T-69</td>
<td>STREETS TOTAL CAPITAL</td>
<td>3,527,610</td>
<td>3,572,526</td>
<td>5,976,750</td>
<td>5,615,000</td>
<td>7,432,000</td>
<td>2,886,364</td>
<td>2,371,212</td>
</tr>
</tbody>
</table>
Revenue collected on construction projects as authorized by Ordinance 188A passed in 1989. Funds collected will be restricted to the construction of facilities for the Town. The actual projects are accounted for in Fund 11 and reimbursed from this fund.

<table>
<thead>
<tr>
<th></th>
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<tbody>
<tr>
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<tr>
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<td>350-698 Miscellaneous Revenue</td>
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<tr>
<td>390-950 Transfer In</td>
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<td></td>
<td>140,669</td>
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</tr>
<tr>
<td>590-911 To Capital Projects Funds</td>
<td>-</td>
<td>-</td>
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<td>150,000</td>
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</table>
Program Narrative:
Revenue collected on food products for home consumption as authorized by Ordinances 117 passed in 1989. With the adoption of the FY17-18 budget, all revenues collected will be recognized in the General Fund. The existing fund balance and any collected interest earnings will be restricted for the improvement of recreational grounds and facilities.

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<tr>
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<td></td>
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<td>3,200</td>
<td>8,100</td>
<td>8,500</td>
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<tr>
<td>590-911 To Capital Projects Funds</td>
<td>-</td>
<td>-</td>
<td>-</td>
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<td>652,929</td>
<td>635,754</td>
<td>661,029</td>
<td>456,529</td>
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</table>
Fund: Debt Service Fund

Program Narrative:
This fund is for general government debt service payments. Funds are transferred to this fund for the principal and interest payments. The Giles property was purchased on 12/3/2001 and was for future Town expansion. The US Bancorp purchase was for vehicles including a Fire Department ladder truck.

<table>
<thead>
<tr>
<th></th>
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</thead>
<tbody>
<tr>
<td>Cash Balance</td>
<td>-</td>
<td>-</td>
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<tr>
<td></td>
<td>Revenue</td>
<td></td>
<td></td>
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<tr>
<td>355-686 Operating Transfers In</td>
<td>69,748</td>
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<tr>
<td>390-911 From Capital Projects Funds</td>
<td>-</td>
<td>69,750</td>
<td>69,748</td>
<td>69,748</td>
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<tr>
<td></td>
<td>69,748</td>
<td>69,750</td>
<td>69,748</td>
<td>69,748</td>
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<tr>
<td>Expenditures</td>
<td></td>
<td></td>
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<td></td>
</tr>
<tr>
<td>596-601 Principal - Giles</td>
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<td>55,550</td>
<td>55,545</td>
<td>58,877</td>
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<tr>
<td>596-602 Interest - Giles</td>
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<td>10,870</td>
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<tr>
<td>Cash Balance</td>
<td>-</td>
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</tr>
</tbody>
</table>
Program Narrative:
This fund is used for capital and one-time purchases related to economic development.

<table>
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<tr>
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</thead>
<tbody>
<tr>
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<tr>
<td>Revenue</td>
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<tr>
<td>345-682 Interest Earnings</td>
<td>1,691</td>
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<td>1,700</td>
<td>1,700</td>
</tr>
<tr>
<td></td>
<td>1,691</td>
<td>3,000</td>
<td>1,700</td>
<td>1,700</td>
</tr>
<tr>
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<tr>
<td>506-217 Professional Services</td>
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<tr>
<td>506-507 Improvements</td>
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<tr>
<td></td>
<td>69,750</td>
<td>20,000</td>
<td>-</td>
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<tr>
<td>Cash Balance</td>
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<td>358,616</td>
<td>376,350</td>
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</table>
A.R.S. 12-116 established a $20 Local Judicial Collections Enhancement Fee (JCEF). Seven dollars of the fee is kept in a separate fund. Each court is to submit a plan to the Supreme Court prior to the local entity spending such funds.

<table>
<thead>
<tr>
<th></th>
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</thead>
<tbody>
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<tr>
<td>345-682 Interest Earnings</td>
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<td>250</td>
<td>75</td>
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<tr>
<td>350-573 Judicial Collections Enhancement Fund Fees</td>
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<tr>
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<tr>
<td>503-231 Computer Lease</td>
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<tr>
<td>503-402 Conferences and Business Meetings</td>
<td>952</td>
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<tr>
<td>503-403 Training and Development</td>
<td>209</td>
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<tr>
<td>Total Expenditures</td>
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<tr>
<td>Cash Balance</td>
<td>16,849</td>
<td>15,957</td>
<td>14,724</td>
<td>12,589</td>
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</tbody>
</table>
Program Narrative:

Courts, county attorneys, public defenders and the Attorney General's office has been mandated to improve criminal case processing. The allocation of the County's portion of the this fee is disbursed to the courts. This allocation is to be held in a separate fund and accrues interest. Any expenditure in excess of $2,500 must be submitted to the Supreme Court for authorization.

<table>
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<tr>
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</thead>
<tbody>
<tr>
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<td>9,239</td>
<td>10,959</td>
</tr>
<tr>
<td>Revenue</td>
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<td></td>
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<tr>
<td>341-573 Judicial Court</td>
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<tr>
<td>Enhancement Fund Fees</td>
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<td>70</td>
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<td>2,019</td>
<td>2,220</td>
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</tr>
<tr>
<td>503-403 Training and Development</td>
<td></td>
<td></td>
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</tr>
<tr>
<td></td>
<td>609</td>
<td>700</td>
<td>700</td>
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<tr>
<td></td>
<td>609</td>
<td>700</td>
<td>700</td>
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</tr>
<tr>
<td>Cash Balance</td>
<td>9,239</td>
<td>10,876</td>
<td>10,959</td>
<td>12,694</td>
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</table>
Program Narrative:
In 1994, the Town of Florence purchased the Sierra Utility Company that provided service to homes and businesses north or Hunt Highway and east of Highway 79. The improvement district was created to pay-off the bond to purchase the system. The debt will be paid off in January 2019.

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<tbody>
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<tr>
<td>315-701 Principal Income</td>
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<td>67,710</td>
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<td>315-702 Late Payment Fee</td>
<td>27</td>
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<td>315-703 Interest on Assessments</td>
<td>7,850</td>
<td>5,000</td>
<td>4,108</td>
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<tr>
<td>315-777 Administration Fees</td>
<td>5,644</td>
<td>5,000</td>
<td>4,000</td>
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<tr>
<td>345-682 Interest Earnings</td>
<td>330</td>
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<td>1,200</td>
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<tr>
<td></td>
<td><strong>58,904</strong></td>
<td><strong>79,200</strong></td>
<td><strong>77,028</strong></td>
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<tr>
<td>Expenditures</td>
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<td></td>
</tr>
<tr>
<td>590-910 To General Fund</td>
<td>-</td>
<td>5,000</td>
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<td>-</td>
</tr>
<tr>
<td>596-601 Principal</td>
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<td>596-602 Interest</td>
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<td>71,141</td>
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</tbody>
</table>

North Florence Improvement District is closed.
Program Narrative:

The Southwest Gas Franchise Agreement provides an annual contribution to the Town, to complete work at the request of the Town. At the end of each calendar year, the balance of the funds are transferred to the General Fund.

<table>
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<tr>
<th></th>
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</thead>
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</tr>
<tr>
<td>Revenue</td>
<td></td>
<td></td>
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<td></td>
</tr>
<tr>
<td>360-210 South West Gas Deposits</td>
<td>51,286</td>
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<tr>
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<td>51,286</td>
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<tr>
<td>Expenditures</td>
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<tr>
<td>545-408 South West Gas Expenditures</td>
<td>-</td>
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<tr>
<td>590-910 To General Fund</td>
<td>47,699</td>
<td>50,000</td>
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<td>30,542</td>
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</tbody>
</table>
Program Narrative:

Per Arizona Statute ARS 28-3511- Authorization is given for vehicle immobilization, impound, and storage. The owner or person(s) that have an interest in the vehicle must request a hearing and pay an administrative fee to the Police Department of no more than $150. Funds are deposited into this account and may only be used by the hearing agency for implementing this statute.

<table>
<thead>
<tr>
<th></th>
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</tr>
</thead>
<tbody>
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<td>Revenue</td>
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</tr>
<tr>
<td>345-682 Interest Earnings</td>
<td>246</td>
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<td>250</td>
<td>250</td>
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<tr>
<td>350-356 Impound Fees</td>
<td>11,706</td>
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<tr>
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<tr>
<td>511-314 Other</td>
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<tr>
<td>511-408 Other Miscellaneous</td>
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<td>72,245</td>
<td>35,359</td>
<td>45,609</td>
</tr>
</tbody>
</table>

2018-2019 Recommending use of funds for equipment purchases as per statute. Current expenditure limitation will accommodate expense.
Program Narrative:
The pension fund was established in the early 1990’s to provide a retirement plan for on-call or part-time firefighters. Funding comes from the employees, the Town, and fire insurance tax remitted by the State on an annual basis.

<table>
<thead>
<tr>
<th></th>
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</thead>
<tbody>
<tr>
<td>Cash Balance</td>
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Streetlight Improvement Districts

Program narrative:

Streetlight Improvement Districts provide the cost for electrical services for the boundaries of each district. An Ad Valorem tax is levied at a maximum of $1.20 per $100 Net Assessed Valuation. The levy is based upon the amount of revenue needed to provide the electrical cost. Some minor administrative costs are included to repay the General Fund and Highway User Fund for oversight of the Districts.

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ESTIMATED CASH BALANCE            | Number | Actual  | Budgeted | Projected | Budgeted |
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Program narrative:
The Town of Florence began charging impact fees in 2003. These fees can only be used for regional improvements as a result of growth. Management of the fees is strictly governed by Arizona Revised Statutes.

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# Florence Water Fund Budget Summary

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Florence Water

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<td>3,155,393</td>
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**Fund: Florence Water**  
**Division: Water**  
**051-574 or as indicated**

The Water Division is responsible for the operation and maintenance of the water distribution system, storage tanks, and motors. The Division takes water samples to ensure safe drinking water, compliance with the Environmental Protection Agency, Arizona Department of Environmental Quality and other governmental agencies.

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**Contractual Service and Maintenance**

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**Commodities**

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**Total**  
232,816 256,080 172,899 680,980

**Other Charges**

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<td>408 Other Miscellaneous</td>
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<td>412 Water Tax Expense</td>
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**Total**  
476,569 471,200 806,954 874,591

**Capital**

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**Capital (581)**

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**Operating Transfers**

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**Total Expenses**

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WATER
051-574

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<td>To cover the mailing of correspondence, plans, reports, CCR.</td>
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<td>Maintenance Other</td>
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<td>Water and Sewer Charges</td>
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<td>Water storage permit application fee to Central Arizona Project</td>
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<td>$364,544 and purchase of water credits from Greenstone $500,847</td>
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<td>Contingencies</td>
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<td>412</td>
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<td>GG-29</td>
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<td>Prison Complex Water Line (NE Complex)</td>
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<td>Water Transmission Line Extension - Caliente Entrance to California Blvd. (EPS Plans)</td>
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<td>Downtown 12” Loop</td>
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<td>Well #4 Well Pump Inspection and Rebuild</td>
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<td>WU-85</td>
<td>Hydrant Replacement</td>
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<td>WU-86</td>
<td>6”-line extension 410 ft., Willow St. to Florence High School</td>
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<td>Line Extension on Adamsville Rd. (Quartz St. to SR 79B)</td>
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<td>Electronic Water Meter Project</td>
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<td>Water Barn</td>
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<td>Replacement Truck</td>
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<td>Adamsville Rd. Water Line</td>
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<td>Well for Future Needs</td>
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# Florence Wastewater

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### Fund: Florence Wastewater  
052-575 or as indicated

**Division: South Plant**

**Program narrative:**
The Wastewater Division is responsible for operating and maintaining sewer mains, wastewater treatment plant, lift station, and taking wastewater samples in order to comply with the Environmental Protection Agency, Arizona Department of Environmental Quality and other governmental agencies’ requirements. The department has a contractor clean 15,000 feet of wastewater lines annually.

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**Total Budgeted**: 313,870
## Capital Projects
### Fiscal Year 2019-2020
#### Five Year Project Outlook

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Florence Sanitation

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**Fund: Sanitation**

**053-571 or as indicated**

**Program narrative:**
Provide sanitation services to the Town of Florence through residential and commercial collection services on a biweekly pickup basis. Solid waste collection emphasizes the amount of refuse collected, collection reliability, community cleanliness, and customer satisfaction.

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### SANITATION OPERATIONS

**053-571**

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<td>206</td>
<td>Liability Insurance</td>
<td>20,000</td>
</tr>
<tr>
<td></td>
<td>Share of Municipal Risk Pool</td>
<td></td>
</tr>
<tr>
<td>207</td>
<td>Service Contracts</td>
<td>180</td>
</tr>
<tr>
<td></td>
<td>Maintenance contracts for services, copiers, GPS Monitoring Systems</td>
<td></td>
</tr>
<tr>
<td>209</td>
<td>Vehicle Repair and Maintenance</td>
<td>1,200</td>
</tr>
<tr>
<td></td>
<td>Repair and maintenance of fleet (including scheduled preventativemaintenance)</td>
<td></td>
</tr>
<tr>
<td></td>
<td>and GPS monitor installation</td>
<td></td>
</tr>
<tr>
<td>217</td>
<td>Professional Services</td>
<td>627,500</td>
</tr>
<tr>
<td></td>
<td>Right Away Disposal (RAD) trash service contract</td>
<td></td>
</tr>
<tr>
<td>228</td>
<td>Administration Fee</td>
<td>-</td>
</tr>
<tr>
<td></td>
<td>Paid by solid waste contractor to the Town.</td>
<td></td>
</tr>
<tr>
<td>230</td>
<td>Land Fill Charges</td>
<td>81,000</td>
</tr>
<tr>
<td></td>
<td>Disposal fees for garbage (containerized) and trash (containerized)</td>
<td></td>
</tr>
<tr>
<td>301</td>
<td>Office Supplies</td>
<td>800</td>
</tr>
<tr>
<td></td>
<td>General office supplies (pens, paper, files, etc.)</td>
<td></td>
</tr>
<tr>
<td>304</td>
<td>Uniform Allowance</td>
<td>750</td>
</tr>
<tr>
<td></td>
<td>Uniform needs for all personnel, shirts, hats, boots, pants, jackets</td>
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</tr>
<tr>
<td>306</td>
<td>Fuel and Oil</td>
<td>1,500</td>
</tr>
<tr>
<td></td>
<td>Fuel for vehicles, generators, and hand held equipment</td>
<td></td>
</tr>
<tr>
<td>311</td>
<td>Small Tools</td>
<td>50</td>
</tr>
<tr>
<td></td>
<td>Shovels, pitch forks, hoes, hand tools, etc.</td>
<td></td>
</tr>
<tr>
<td>312</td>
<td>Safety Equipment</td>
<td>300</td>
</tr>
<tr>
<td></td>
<td>Basic safety equipment such as barricades, vests, safety glasses, flashlights, etc., restock of first aid kits</td>
<td></td>
</tr>
<tr>
<td>403</td>
<td>Training and Development</td>
<td>570</td>
</tr>
<tr>
<td></td>
<td>Continuing education and professional development for personnel</td>
<td></td>
</tr>
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<td>736,284</td>
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</tbody>
</table>
## Capital Projects
### Fiscal Year 2019-2020
#### Five Year Project Outlook

<table>
<thead>
<tr>
<th>PROJECT #</th>
<th>PROJECT TITLE</th>
<th>FY 19/20</th>
<th>FY 20/21</th>
<th>FY 21/22</th>
<th>FY 22/23</th>
<th>FY 23/24</th>
</tr>
</thead>
<tbody>
<tr>
<td>Sanitation</td>
<td></td>
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</tr>
<tr>
<td>S</td>
<td>Recycling Station</td>
<td>$300,000</td>
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<tr>
<td></td>
<td>PAID WITH Sanitation FUNDS</td>
<td>300,000</td>
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</tbody>
</table>