

Elected Officials

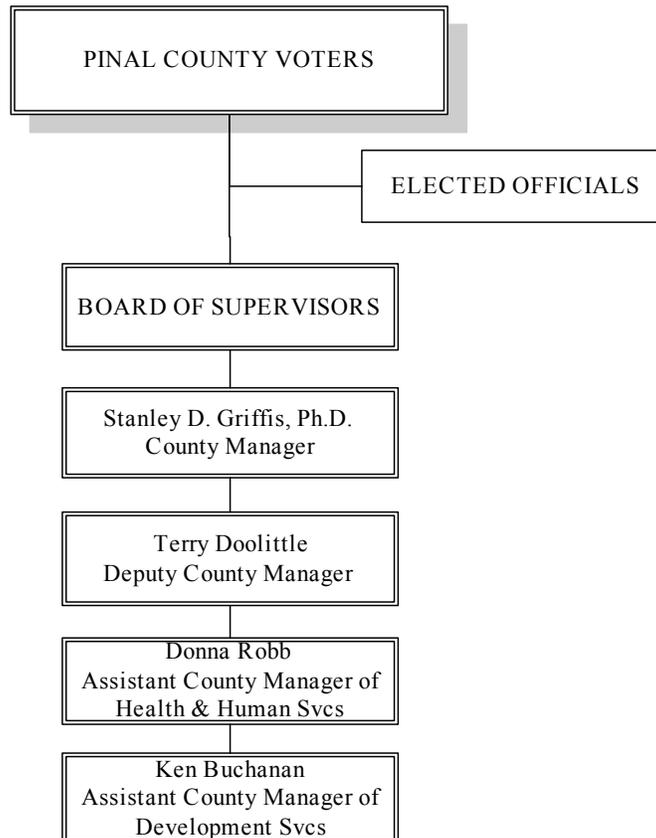


Sibley Mansion at Copper Creek, Courtesy Tom McCurnin

Copper Creek located in Pinal County by Casa Grande. Copper Creek's post office was established March 6, 1907 and discontinued August 31, 1942. The town included a physician, post office, stage line, mansion, and many other buildings. The town was built in tiers because it is in a canyon. Today, much of the town site remains.



Board of Supervisors
Lionel D. Ruiz, District 1 Supervisor
Sandie Smith, District 2 Supervisor
Jimmie B. Kerr, District 3 Supervisor

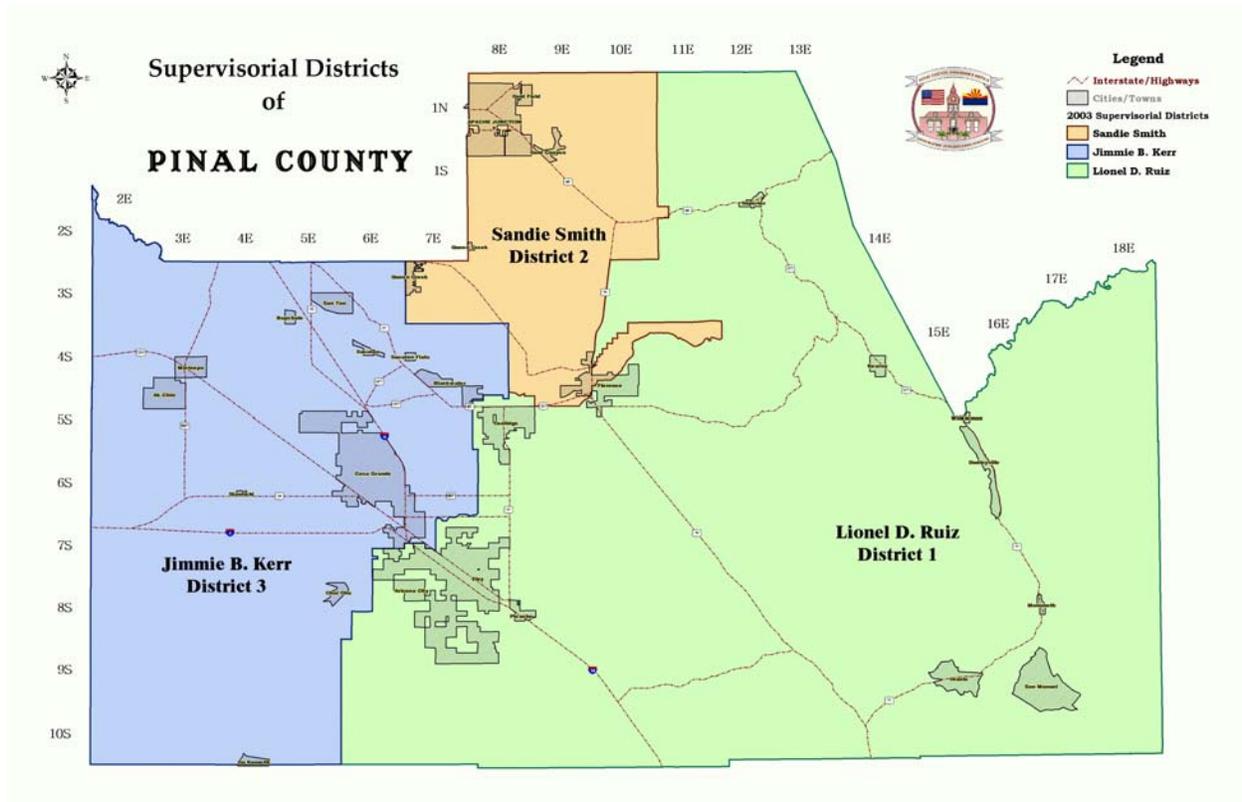


Mission Statement:

The mission of the Pinal County Board of Supervisors is to provide Pinal County constituents assistance in obtaining services that are available through Pinal County Government. The Board of Supervisors is the governing and policy-making body of Pinal County and is empowered by law to perform acts necessary to fully discharge its duties as the legislative authority of county government.

Department Description:

The Pinal County Board of Supervisors shall, annually, develop a budget which provides sufficient revenues to allow the individual departments within Pinal County to fulfill their statutory duties. The Board must set a county property tax rate, which will provide the necessary finances to meet estimated expenditures. The Board of Supervisors also has the authority to fill vacancies in county and legislative offices, other boards and commissions, pass resolutions and enact ordinances and regulations as authorized by state law.



Budget Summary by Fund

Board of Supervisors General Fund

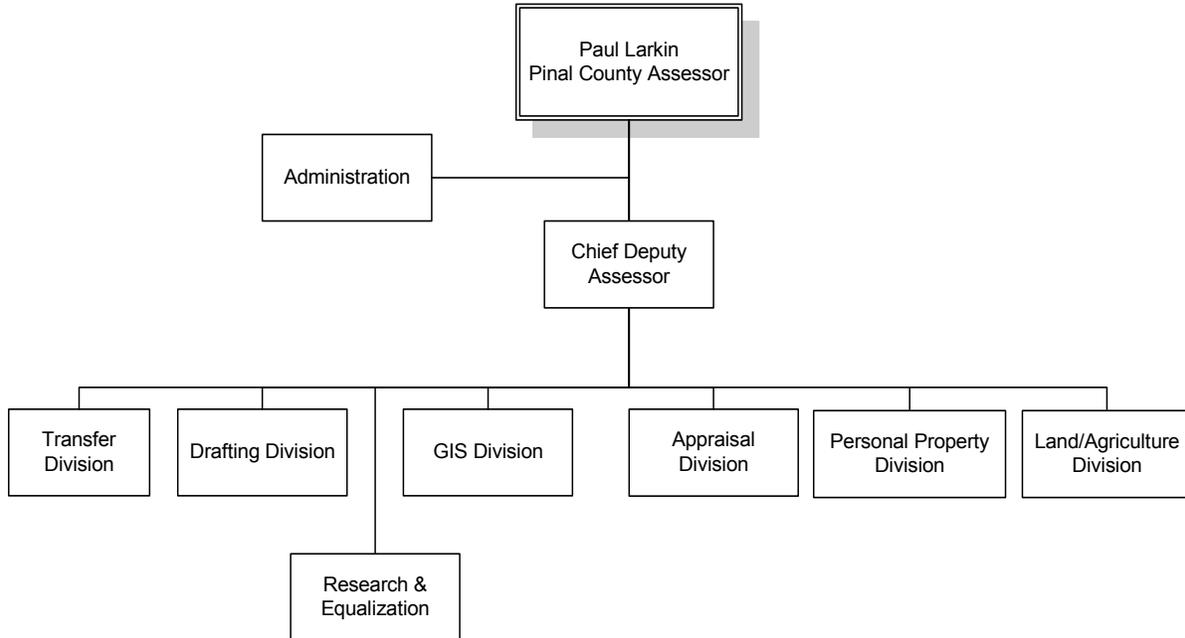
Budget by Categories of Expenditures	FY 2003-2004 Budget	FY 2003-2004 Actual	FY 2004-2005 Budget
Personal Services	302,773	299,206	291,409
Supplies	8,200	6,245	8,200
Outside Services	56,000	58,397	56,000
Total	366,973	363,848	355,609

Position Distribution General Fund

Position Title	FY03	FY04	FY05
EXECUTIVE ASSISTANT	3	3	3
ADMINISTRATIVE CLERK I	2	2	2
ADMINISTRATIVE CLERK II	1	1	1
BOARD OF SUPERVISOR/MEMBER	3	3	3
TOTAL	9	9	9



County Assessor L. Paul Larkin



Mission Statement:

To efficiently serve the taxpayers and various taxing jurisdictions in administering state property tax laws to assure that all county property is valued fairly and equitable.

Department Description:

The Assessor's Office consists of 57 (including part-time and temporary) employees divided into eight separate divisions. They are as follows:

- Administration
- Drafting
- Appraisal
- GIS
- Land / Agriculture
- Research and Equalization
- Personal Property
- Transfer/Exemption



Did You Know?

The assessed value divided by 100, times the tax rate (set in August of each year), determines property taxes billed in September. The Treasure's Office bears the responsibility to collect the property taxes.

Accomplishments for 2003-2004:

- Increased Net Assessed Value:
Primary \$109,282,701.
Secondary \$106,494,375.
- Increased General Fund \$6,010,337.
- Primary Net Assessed Value \$1,061,148,994.
- Secondary Net Assessed Value \$ 1,128,263,109.
- General Fund Property tax increased from \$36,378,177 to \$42,388,510.
- The Drafting division added 111 subdivisions with 12,700 lots and total of 13,750 new parcels for the 2004 tax roll and so far for the 2005 roll they have added 105 subdivisions with 14,902 lots and a total of 15,727 new parcels.
- The Business Personal Property division finished the 2004 tax roll with 3,037 records with a Net Assessed value of \$52,191,481.
- The Manufactured Housing Division finished the 2004 tax roll with 24,822 records with a Net Assessed Value of \$44,774,240.

- The Centrally Valued property finished the 2004 tax roll with 1,441 parcels with a Net Assessed Value (Primary \$164,861,593 & Secondary \$165,341, 672.)
- Added an interactive search on the Assessor's Web Site.

- Completed the scanning of 127,738 property file records. Scanned a total of 1,277,380 pages.

Goals and Objectives for FY 2004-2005:

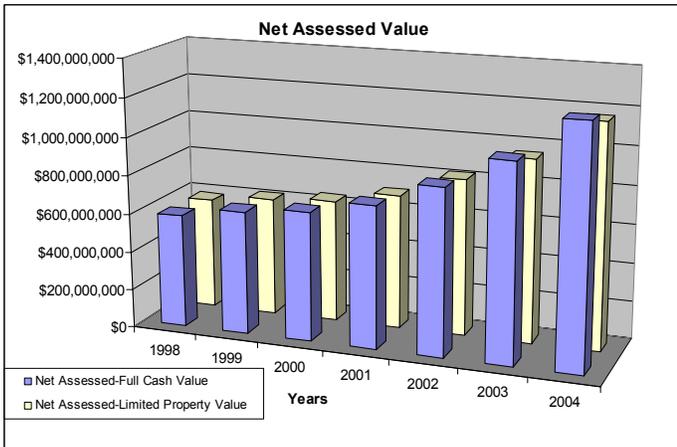
- Continue to manage growth, by using in-house Appraisers to effectively maintain the growth within the time frame indicated in the Department of Revenues cut off deadline.
- The Assessor's Office has now completed the scanning of the back file conversion and is now developing the workflow part of the project. This part of the project is being done in conjunction with the Recorder's Office, Building Safety and the Planning and Development Department.

Files will be uploaded from the Department of Revenue to create paperless property record cards, alpha cards and data collection forms. Once the Recorder receives a document that transfers ownership it will go directly to the Assessor's Office electronically. Ownership will change the same day. Splits and combinations will also be completed on the same day.



When a permit is issued by the Building Safety Department the data collection forms is automatically populated with basic information.

The workflow software will route the information throughout the office bypassing any unneeded area. This will streamline the process greatly.



NET ASSESSED VLAUE				
Tax Year	Number of Parcels	Secondary (Full Cash Value)	Primary (Limited Property Value)	General Fund
2004	140,886	\$ 1,237,986,785	\$1,162,601,595	\$ 89,055,247
2003	127,738	\$ 1,021,768,734	\$ 951,866,293	\$ 42,388,510
2002	122,014	\$ 863,865,161	\$ 816,899,699	\$ 36,378,177
2001	115,966	\$ 738,562,802	\$ 701,711,651	\$ 31,248,623
2000	112,159	\$ 671,060,458	\$ 639,663,229	\$ 28,485,483
1999	108,099	\$ 640,747,415	\$ 617,983,576	\$ 27,520,045
1998	104,445	\$ 587,976,781	\$ 582,219,858	\$ 25,927,408

Budget Summary by Fund

County Assessor General Fund

Budget by Categories of Expenditures	FY 2003-2004 Budget	FY 2003-2004 Actual	FY 2004-2005 Budget
Personal Services	1,464,241	1,445,022	1,513,683
Supplies	43,000	42,938	46,500
Outside Services	260,300	254,640	313,150
Capital Outlay	0	0	0
Total	1,767,541	1,742,600	1,873,333
SPECIAL REVENUE			
Total	424,800	114,285	159,800

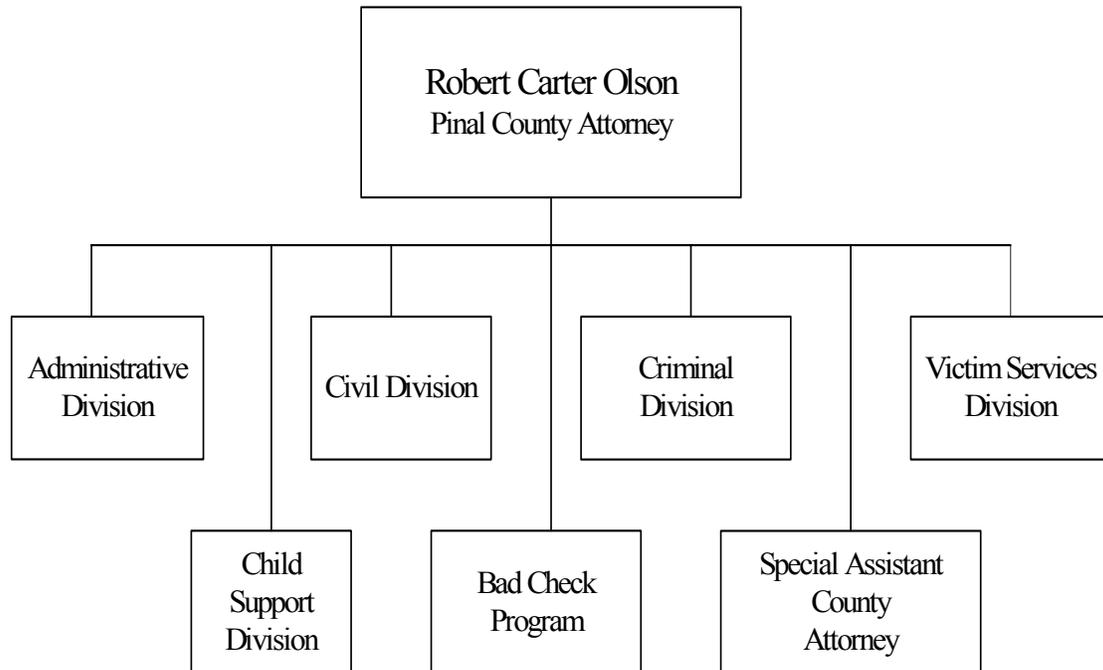


**Position Distribution
General Fund**

Position Title	FY03	FY04	FY05
ACCOUNTANT I	0	0	1
ADMINISTRATIVE ASSISTANT	1	0	0
ADMINISTRATIVE CLERK I	3	6	5
ADMINISTRATIVE CLERK II	4	3	6
ADMINISTRATIVE CLERK III	4	4	4
ADMINISTRATIVE MANAGER	1	1	1
ADMINISTRATOR I	1	1	0
ADMINISTRATOR III	1	0	0
APPRAISAL MANAGER	0	0	1
APPRAISAL SUPERVISOR	2	5	4
APPRAISER I	10	10	7
APPRAISER II	6	5	5
ASSESSOR	1	1	1
CHIEF DEPUTY ASSESSOR	0	0	1
CHIEF APPRAISER	0	1	1
CHIEF DEPUTY APPRAISER	1	1	0
DATA ENTRY OPERATOR	1	1	0
DATA ENTRY OPER II	1	1	1
DRAFTING SPECIALIST I	2	3	3
DRAFTING SPECIALIST II	1	0	2
GIS TECH	1	1	1
GIS ANALYST	1	1	1
GIS MANAGER	1	1	1
PART-TIME HELP	1	0	0
PROPERTY TAX VALUATION MANAGER	0	0	1
OFFICE SUPERVISOR	1	1	1
PROVISIONAL APPRAISER	4	3	8
TOTAL	49	50	56



County Attorney Robert Carter Olson



Mission Statement:

The Mission of the County Attorney's office is to provide for the prompt, fair and impartial prosecution of crimes committed in Pinal County and to provide quality legal services to Pinal County Government and to serve the citizens of Pinal County impartially, promptly, and with understanding.

Department Description:

This department is the primary budgetary unit under which the county attorney's office is formed. The department is divided into the following divisions: Administrative, Child Support, Civil, Criminal, Diversion and Victim Services. The Administrative Division is responsible for all budgets, facilities, grants, human resources, public information and special projects. The Child Support Division establishes paternity and assists custodial parents with obtaining court orders to collect child support. The Civil Division represents and advises all County departments, as well as the Board of Supervisors. The Criminal Division is responsible for prosecuting all felonies committed in Pinal County, as well as misdemeanors committed in unincorporated areas. The Diversion Division operates the Bad Check Program and the Adult Deferred Prosecution Program. The Victim Services Division provides notification to crime victims of court events and advocates work with victims one on one throughout the legal process.



Did You Know?

The Pinal County Attorney's Office is the second Office in the State to adopt the Drug Endangered Child Protocols for protecting children living in homes where methamphetamines are being made.

Accomplishments for 2003-2004:

- Reviewed 5,000 felony cases involving 2,100 victims.
- Furnished the County Attorney's offices at the Justice Complex at no expense to the taxpayers.
- Created a Victim's Rights Memorial with assistance from the Department of Corrections using convict labor and donated materials.
- Created the only prosecutor based Family Advocacy Center in Arizona.
- Child Support Division collected \$14 million in child support payments, an increase of \$1,000,000 over last year.
- Increased funding for Auto Theft Program for the third straight year through the Criminal Division.
- Completed relative adoptions at no charge to families through the Civil Division.
- Developed and implemented protocols for the joint investigation of child abuse cases by law

enforcement, Child Protective Services and the County Attorney.

- Assisted multiple departments in drafting new policies, procedures and ordinances through the Civil Division.
- Initiated one new Triad in the County and assisted Gila County in their efforts through the Special Assistant County Attorney.
- Upgraded criminal data management system and collaborated with other county entities on a justice integration effort.

Goals and Objectives for FY 2004-2005:

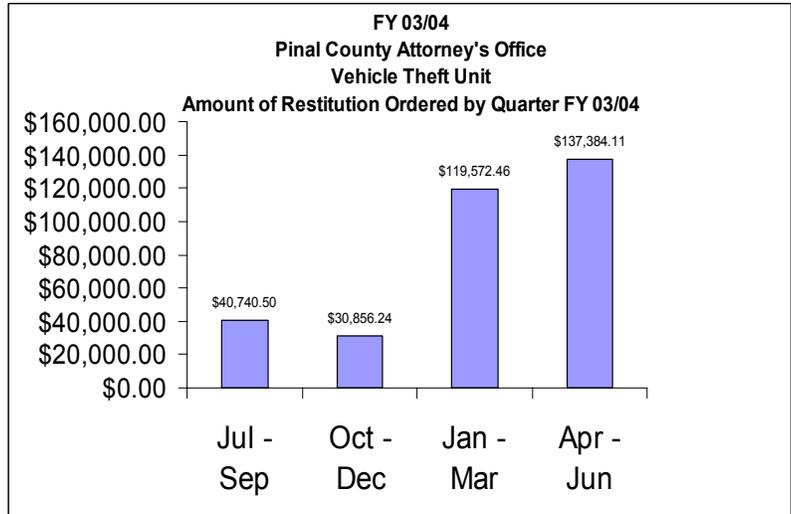
- Continue to reduce the number of repeat Domestic Violence Offenders, by assisting the Superior Court in implementing model Domestic Violence court for felonies and misdemeanors which require batterer accountability and participation in supervised probation.
- Establish additional resources for the County Attorney's Office with non-general fund resources through increased asset forfeiture activity.
- Continue to increase information sharing between County criminal justice entities by identifying hardware and software which will collect and disseminate information utilizing existing systems at the lowest possible cost.
- Increase the number of child abuse convictions and reduce victim trauma by using a multidisciplinary



approach through the Family Advocacy Center.

solutions to the automated case management system.

- To increase the number of families establishing a child support case by working with the Arizona Department of Economic Security and hold specialized workshops for this purpose.
- To increase convictions of those committing financial crime by receiving technical assistance and funding from the National Center for White Collar Crime.
- To develop hardware backup



Budget Summary by Fund

County Attorney General Fund

Budget by Categories of Expenditures	FY 2003-2004 Budget	FY 2003-2004 Actual	FY 2004-2005 Budget
Personal Services	4,003,813	3,683,458	4,172,751
Supplies	69,500	85,723	76,500
Outside Services	218,579	204,902	234,812
Capital Outlay	9,500	5,337	9,500
Total	4,301,392	3,979,420	4,493,563



County Attorney Special Revenue Funds

Budget by Categories of Expenditures	FY 2003-2004 Budget	FY 2003-2004 Actual	FY 2004-2005 Budget
Personal Services	2,101,572	2,563,602	2,455,311
Supplies	443,923	310,092	419,080
Outside Services	746,716	519,154	864,179
Capital Outlay	206,514	105,022	363,055
Non-Operating Expenses	267,953	474,385	448,775
Total	3,766,678	3,972,255	4,550,400

Position Distribution General Fund

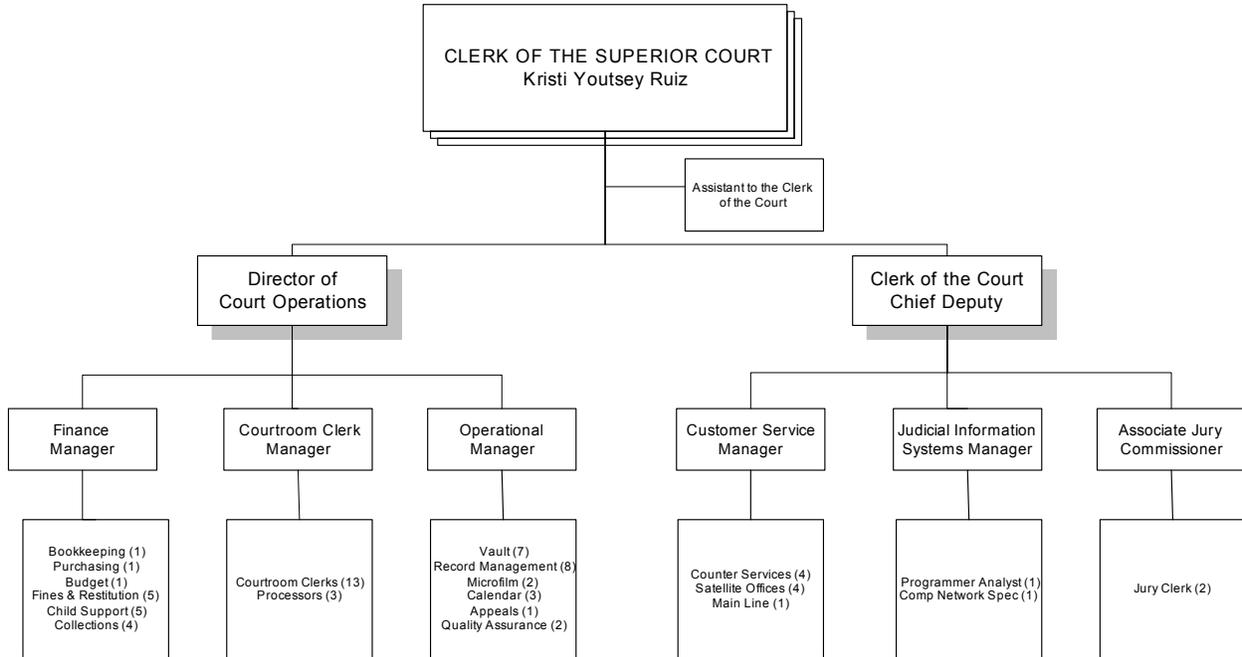
Position Title	FY03	FY04	FY05
ACCOUNTANT I	1	1	1
ADMINISTRATIVE ASSISTANT	1	1	1
ADMINISTRATIVE CLERK I	1	1	0
ADMINISTRATIVE CLERK II	1	1	4
ADMINISTRATIVE CLERK III	1	1	1
ATTORNEY	1	4	4
BUREAU CHIEF	1	2	2
CAPITAL ATTORNEY	2	3	3
SENIOR CHIEF DEPUTY ATTORNEY	1	0	0
CHIEF DEPUTY COUNTY ATTORNEY	2	2	2
COUNTY ATTORNEY	1	1	1
COMPUTER NETWORK SPECIALIST	1	1	1
DIRECTOR II	1	1	1
DIRECTOR I	1	1	1
INVESTIGATOR (1-Non-Cert)	5	6	7
LEGAL SECRETARY I	1	1	1
LEGAL SECRETARY II	3	4	2
LEGAL SECRETARY III	12	11	14
PARALEGAL II	1	1	1
SR PARALEGAL	1	1	0
PART TIME SUMMER HELP	1	3	2
PRE-TRIAL SERVICES	0	0	1
PRINCIPAL ATTORNEY	16	16	18
PROGRAM COORDINATOR	1	1	0
PROGRAM COORDINATOR II	2	2	2
SENIOR ATTORNEY	4	3	0
SR VICTIM WITNESS ADVOCATE	0	1	1
VICTIM WITNESS ADVOCATE	6	5	5
TOTAL	69	75	76

Position Distribution Special Revenue Fund

Position Title	FY03	FY04	FY05
ADMINISTRATIVE CLERK I	2	3	4
ADMINISTRATIVE CLERK II	1	2	1
ADMINISTRATOR I	1	1	1
ADMINISTRATOR II	1	1	1
ADMINISTRATOR III	1	1	0
ADMIN MANAGER	0	0	1
ATTORNEY	1	2	1
ATTORNEY SR	1	2	1
ATTORNEY PRNPL	2	1	4
BUREAU CHIEF	1	1	2
EXTRA HELP	0	5	4
INVEST/CO ATTY	0	0	1
LEGAL COLLECTIONS SPEC I	9	9	9
LEGAL COLLECTIONS SPEC II	9	7	6
LEGAL COLLECTIONS SPEC III	0	2	2
LEGAL SECRETARY II	5	5	5
LEGAL SECRETARY III	1	2	3
OFFICE MANAGER	1	1	0
PARALEGAL	11	11	7
PROGRAM COORDINATOR II	0	0	1
VICTIM WITNESS ADV	0	2	2
TOTAL	47	58	56



Clerk of the Superior Court Kristi Youtsey Ruiz



Mission Statement:

The Office of the Clerk of the Superior Court is dedicated to providing courteous, efficient, and high standards of customer service; therefore, ensuring accuracy and integrity in court-related records management to the public, legal community, and government agencies for effective access to the legal system.

Department Description:

The Clerk of the Superior Court serves as the official record keeper and financial officer of the Superior Court, providing court-related records management, financial, and family support services. The Clerk also provides Jury services to the Superior Court, Justice Court and many municipal courts; and serves as the Pinal County Probate Registrar.



Accomplishments for 2003-2004

- The Records Management Department recorded **135,467** documents in 2003.
- Documents scanned and converted to electronic image through the EDMS (Electronic Document Management System) for the year was 682,409 in 2003.
- 39,991 files retrieved for court calendars by the Vault Staff in 2003.
- The Clerk's Office received and processed 72,904 pieces of mail in 2003.
- The number of customers assisted directly by the Customer Service Center at the Clerk's three satellite offices was 50,380 in 2003.
- A total of 16,390 documents were filed in 2003 the Customer Service Counters (Florence, Apache Junction, Mammoth, and Casa Grande).
- In 2003, 70,896 files were processed through the court calendar department .
- In 2003, 52 Jury trials held in Superior Court, 15,872 Questionnaires were processed and 11,530 Summons were issued for Jury Service.
- The Clerk's Microfilm Department archived 4,670 cases which contained 257,382 pages of court documents, in 2003.

Did You Know?

On May 23, 1945 the first woman was Sworn in as a juror in Pinal County.

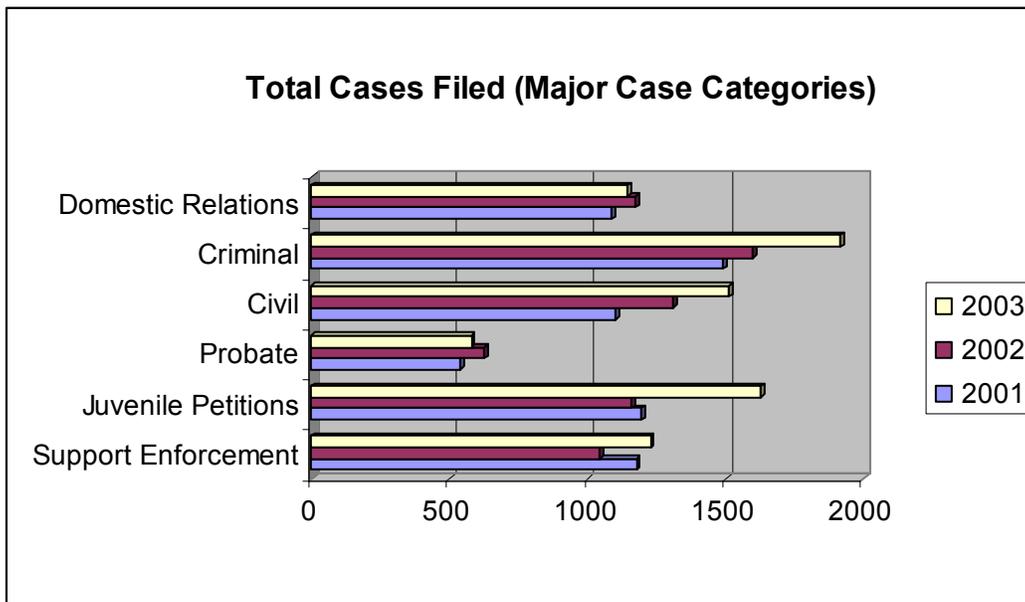
- The successful introduction of the MEEDS (Minute Entry Electronic Distribution) System was implemented. This system automatically creates records the minute entry action into the Clerk's case management system and the electronic image of the minute entry is then linked to the case management system enabling a view of the court documents on line.
- Developed and implemented premiere Customer Service standards; providing web site information, self service forms, customer surveys, bilingual Spanish speaking information, community service brochures, and increasing awareness to the public through print medias.

Goals and Objectives for FY 2004-2005:

- Launch in December 2004 a Collections Program designed to increase the revenues paid and collected by the Clerk staff, track court ordered obligations, and ensure timely collections and allocation of funds to agencies. This project will increase revenue and hold the obligor accountable to the Courts.



- Implement an automated File Tracking System in November 2004 designed to assist the entire Superior Court community in locating and accessing court files more effectively and efficiently. Bar Codes are placed on each file and will be tracked through a database developed by Clerk's Information Technology Department.
- By the end of 2004, the Jury Department will implement and utilize new Jury Software that will provide for a more efficient process for jurors dealing with the aspects of their Jury Service in a concerted effort to improve the process for all constituents.
- Partner on the development of the Pinal County Justice Integration System (PCJIS) which will create an exchange of data with local, county, state, and federal agencies, eliminating the redundant entry of data and reducing data entry errors.



	2001	2002	2003
Support Enforcement	1177	1046	1227
Juvenile Petitions	1196	1156	1630
Probate	535	622	578
Civil	1098	1309	1511
Criminal	1491	1602	1915
Domestic Relations	1089	1174	1141



Budget Summary by Fund

Clerk of the Superior Court General Fund

Budget by Categories of Expenditures	FY 2003-2004 Budget	FY 2003-2004 Actual	FY 2004-2005 Budget
Personal Services	1,986,836	1,821,743	2,040,131
Supplies	42,100	64,189	39,700
Outside Services	154,450	117,304	164,540
Non-Operating Expenditures	0	50	250
Total	2,183,386	2,003,286	2,244,621

Clerk of the Superior Court Special Revenue

Budget by Categories of Expenditures	FY 2003-2004 Budget	FY 2003-2004 Actual	FY 2004-2005 Budget
Supplies	197,628	11,740	170,812
Outside Services	2,325	13,838	13,565
Capital Outlay	0	72,255	23,270
Non-Operating	0	15,239	8,149
Total	199,953	113,072	215,796



**Position Distribution
General Fund**

Position Title	FY03	FY04	FY05
ACCOUNT CLERK III	0	0	1
ACCOUNTANT I	0	0	1
ASSOCIATE CLERK OF THE COURT	1	1	0
ASSOC JURY COMMISSIONER	0	1	1
ADM I	0	2	2
ADM II	0	1	1
ADM III	0	0	2
CLERK OF THE SUPERIOR COURT	1	1	1
COMPUTER NETWORK SPECIALIST	1	1	1
COURT SERVICES ADMINISTRATOR	1	1	1
COURTROOM CLERK I	3	3	3
COURTROOM CLERK II	2	2	2
COURTROOM CLERK III	5	5	5
COURTROOM CLERK SUPERVISOR	1	1	0
COURT TECHNICIAN	2	2	3
CHIEF DEPUTY CLERK	0	0	1
DEPUTY CLERK I (2-TEMP)	8	6	4
DEPUTY CLERK II	2	2	7
DEPUTY CLERK III	9	9	9
DEPUTY CLERK IV	3	3	3
DIRECTOR II	1	1	1
JUDICIAL ACCOUNT CLERK I	1	2	1
JUDICIAL ACCOUNT CLERK II	4	4	3
JUDICIAL ACCOUNTANT II	1	1	0
JUDICIAL ADMINISTRATIVE ASST	1	0	0
JUDICIAL ADMINISTRATOR I	1	0	0
JUDICIAL COLLECTIONS OFFICER	1	1	1
JUDICIAL INFORMATION SYS MGR	1	1	1
JUDICIAL OFFICE SUPERVISOR	4	5	6
LEGAL STENOGRAPHER	2	0	0
MICROGRAPHIC TECHNICIAN	1	1	1
OFFICE SUPERVISOR	1	1	1
SR PROGRAM ALYST	0	1	1
TOTAL	58	59	64

**Position Distribution
Special Revenue Fund**

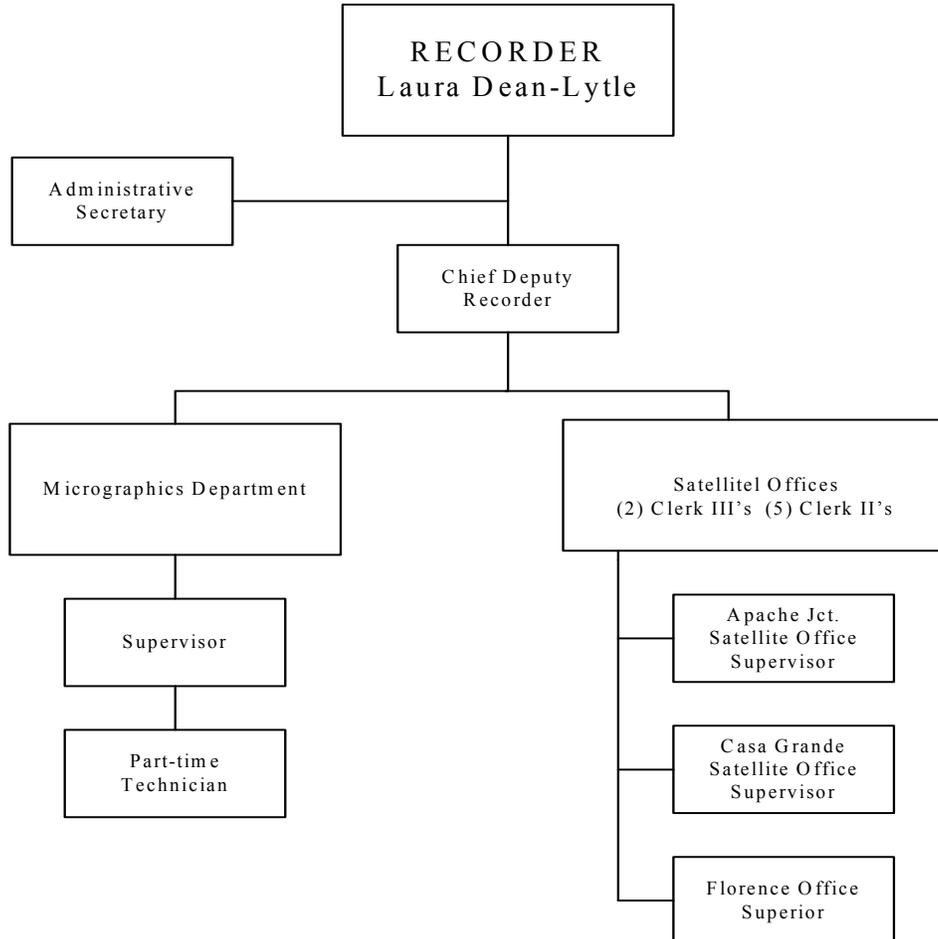
Position Title	FY03	FY04	FY05
ADM I	1	0	0
ADM II	1	1	0
COURTROOM CLERK I	0	0	0
COURTROOM CLERK II	2	2	2
COURT TECH	0	1	0
DEPUTY CLERK I	1	1	0
DEPUTY CLERK II	1	1	3
DEPUTY CLERK III	1	1	1
DEPUTY CLERK IV	0	0	1
JUDICIAL ACCT CLERK I	2	2	1
JUDICIAL ACCT CLERK II	3	4	0
JUDICIAL ACCT CLERK III	1	1	0
JUDICIAL OFFICE MANAGER	0	0	1
LEGAL COLLECTIONS SPEC I	1	4	4
LEGAL COLLECTIONS SPEC II	4	1	1
OFFICE SUPERVISOR	2	2	0
TOTAL	20	21	14



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County Recorder Laura Dean-Lytle



Mission Statement:

It is the mission of this office to abide by the Arizona Revised Statutes guideline to archive all recorded documents and their data through absolute quality work procedures coupled with the highest standard of customer service to the public, inter-agencies and co-workers.

Department Description:

The County Recorders' office records documents, as required by law, to be public record. Instruments recorded include real estate transactions, mortgages, deeds of trust, family trusts, personal property, tax liens, mining locations, subdivision plats, records of survey, military discharges, official appointments of office, and other documents required to be made of public record.



Accomplishments

Did You Know?

On August 13, 2004 we had our 1,000,000th visitor to our Document Search web page available through the county website at www.co.pinal.az.us.

- Collaborate with Pinal Co. Facilities Dept., Information Technology Dept. Assessor's Office and Treasurer's Office in a cooperative effort to provide public services through the move.
- Provide press releases throughout the county media to advise the public of the change in location of our office.

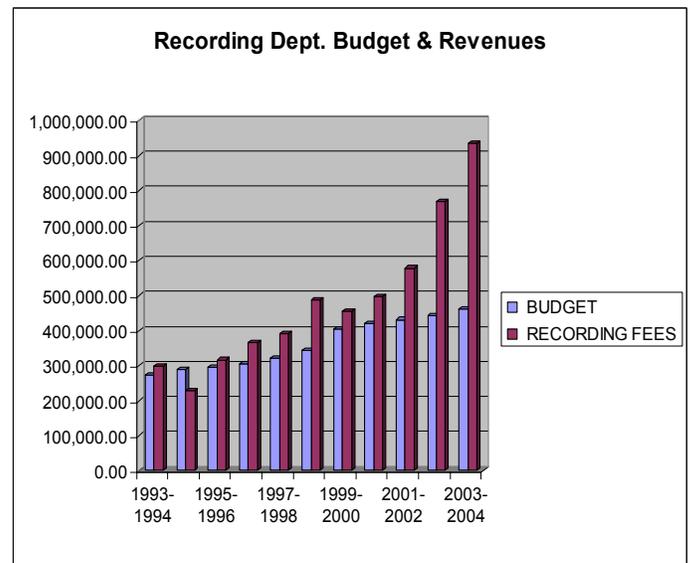
for 2003-2004:

- \$935,308.72 General Fund revenues and \$374,692.00 Recorder's Surcharge funds taken in for a total of \$1,310,000.72. We also have 96,932 Documents and Maps recorded.

Goals and Objectives for FY 2004-2005:

- To smoothly transition to our new office with minimal inconvenience to our customers.
- Remain active in the project by providing all necessary data to project developers so they are able to continually go forward with the renovation of the courts building for our offices.

Recorder Fees/Budget Comparison





Budget Summary by Fund

County Recorder General Fund

Budget by Categories of Expenditures	FY 2003-2004 Budget	FY 2003-2004 Actual	FY 2004-2005 Budget
Personal Services	406,544	382,589	409,881
Supplies	13,785	22,958	21,450
Outside Services	58,460	51,098	71,950
Total	478,789	456,645	503,281

County Recorder Special Revenue

Budget by Categories of Expenditures	FY 2003-2004 Budget	FY 2003-2004 Actual	FY 2004-2005 Budget
Personal Services	100,000	126,360	100,000
Supplies	31,500	30,340	31,000
Outside Services	113,000	66,444	110,500
Capital Outlay	155,000	20,470	175,000
Non-Operating	65,000	201,271	65,000
Total	464,500	444,885	481,500

Position Distribution General Fund

Position Title	FY03	FY04	FY05
ADMINISTRATIVE SECRETARY	2	2	1
ADMINISTRATOR II	1	1	1
DEPUTY CLERK I	0	0	1
DEPUTY CLERK II	4	4	4
DEPUTY CLERK III	2	2	2
OFFICE SUPERVISOR	3	3	3
RECORDER	1	1	1
TOTAL	13	13	13

Position Distribution Special Revenue Fund

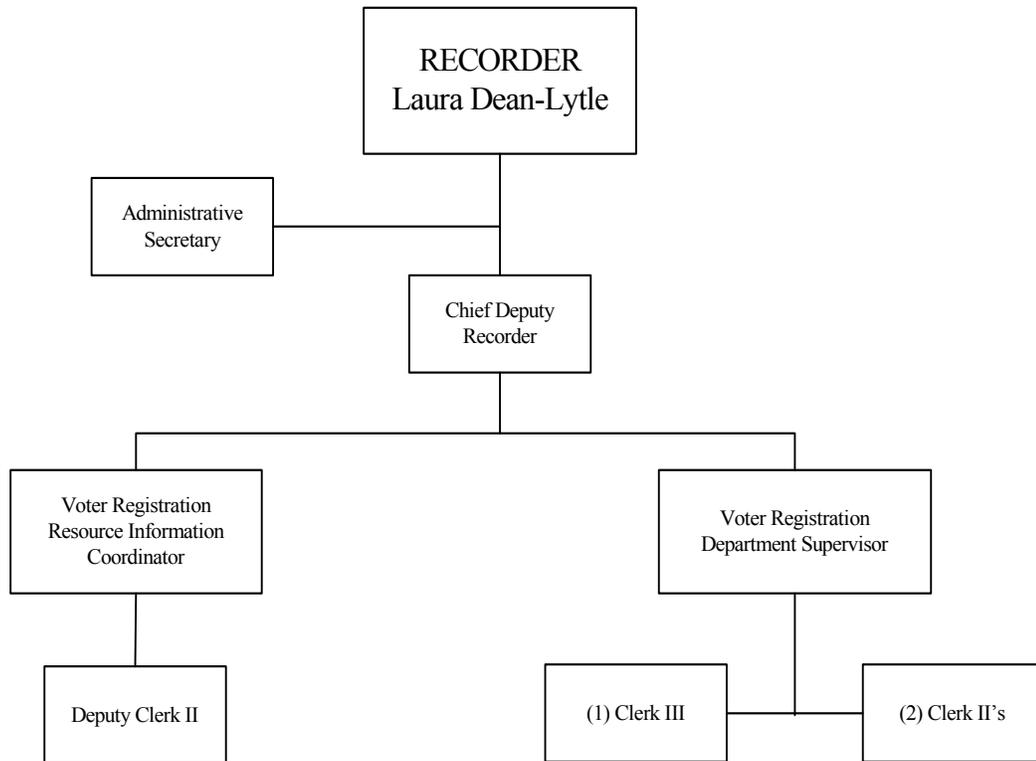
Position Title	FY03	FY04	FY05
DEPUTY CLERK II	1	1	1
MICROGRAPHICS TECHNICIAN	4	4	3
MICROGRAPHICS TECH III	1	1	1
TOTAL	6	6	5



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Pinal County Voter Registration Laura Dean Lytle, Recorder



Mission Statement:

The Voter Registration department will process voter registration records, furnish voter education, in addition to holding secure and maintaining the county voter records and applicable balloting procedures with master efficiency, respect and integrity per the Arizona Revised Statutes.

Department Description:

As the County Registrar of Voters, this office provides Registration forms for new residents, change of residence address and request for cancellation. This office also maintains the list of current registered electors in order to provide precinct rosters for elections, early (absentee) voting services, prepares for and processes "vote by mail" elections, and petition signature verification.

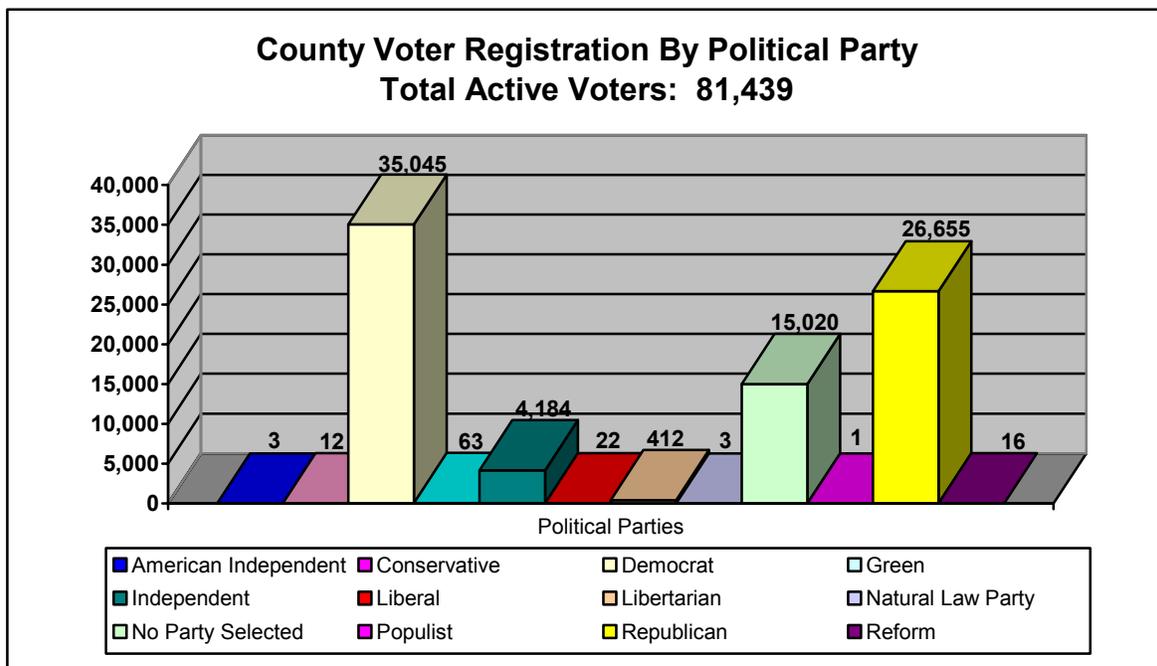


Did You Know?

Did you know you can check the voter registration information by major party affiliation on the Recorder's web page through the county web site at www.co.pinal.az.us.

Goals and Objectives for FY 2004-2005:

- To smoothly transition to our new building in the county complex by July 1, 2005
- Collaborate and cooperate with the departments involved in the move to ensure we do all that we can do to ensure the project moves slowly.





Budget Summary by Fund

Voter Registration General Fund

Budget by Categories of Expenditures	FY 2003-2004 Budget	FY 2003-2004 Actual	FY 2004-2005 Budget
Personal Services	170,869	161,540	170,715
Supplies	4,600	1,326	5,000
Outside Services	45,350	82,222	103,850
Total	220,819	245,088	279,565

Voter Registration Capital Projects

Budget by Categories of Expenditures	FY 2003-2004 Budget	FY 2003-2004 Actual	FY 2004-2005 Budget
Supplies	7,861	11,494	10,000
Outside Services	10,000	11,703	7,000
Capital Outlay	0	1,739	10,000
Total	17,861	24,936	27,000

Position Distribution General Fund

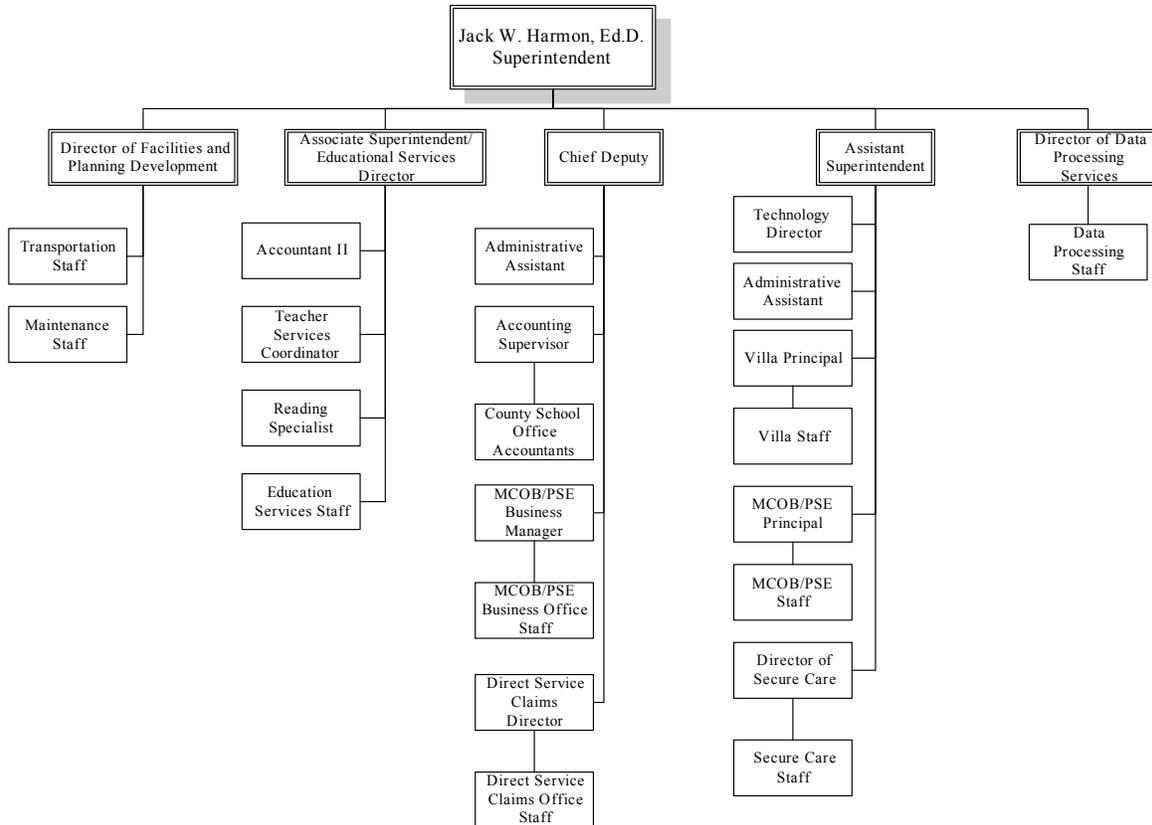
Position Title	FY03	FY04	FY05
DEPUTY CLERK II	3	3	2
DEPUTY CLERK III	1	1	3
OFFICE SUPERVISOR	1	1	1
PROGRAM COORDINATOR I	1	1	0
TOTAL	6	6	6



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County School Superintendent Jack W. Harmon, Ed.D.



Mission Statement:

The Pinal County School Office is an educational service agency meeting the needs of an ever-changing and complex society through educational and fiscal management and support for local schools and communities. To this end, the County Superintendent and staff are committed to working cooperatively with local, state and federal entities in identifying the educational needs and serving the educational agencies of the county.

Department Description:

By statute, the County School Superintendent's responsibilities include fiscal services for school districts; overseeing special school elections; appointing board members to vacancies on public school and community college governing boards; serving as the governing board for the county accommodation districts; working with school districts in setting tax rates; establishing and administering educational service programs as requested by school districts; providing educational programs within the juvenile detention centers. The county school office also provides special education services to inmates in the county jail that are 18-22 years of age. In addition, this office seeks grant funds to support many of the educational services and programs needed by the school districts. The Educational Services Department annually provides resources and training opportunities that show a total enrollment of over 8,500 educator contacts.



Did You Know?

In FY 2005, the Pinal County School Office Educational Service Agency will be implementing a comprehensive literacy program that will provide services in the areas of reading, library and technology to enhance student performance in reading, writing and technology.

Accomplishments for 2003-2004:

- Provided specialists in the following areas: reading, mathematics, science, English Language Learners, school improvement, data analysis, gifted, special education and substance abuse.
- The Pinal County Educational Service Agency provided student programming in the areas of student leadership, science, mathematics, literacy, curriculum enrichment, self esteem and substance abuse prevention.
- The Pinal County Educational Service Agency sponsored a county-wide educators' conference with approximately 1,400 Pinal County educators attending the conference. Nationally recognized speakers provided in depth professional development.
- The Pinal County Educational Service Agency provided training for 2,812 administrators, teachers, para-educators, substitute teacher and office staff through workshops, conferences, classes and seminars.
- The Pinal County Educational Service Agency received \$761,896 through

grants, contracts and consortium activities to provide services and technical support to all Pinal County schools.

- Successfully completed building 8 new classrooms and a cafeteria at the Mary C. O'Brien Accommodation School and a new gymnasium and cafeteria at the Villa Oasis School.
- Provided Medicaid billing services for schools and retrieved more than \$1,300,000 for the school districts.

Goals and Objectives for FY 2004-2005:

- Implement the comprehensive new teacher induction program, preparing and supporting teachers with 0 to 3 years of experience and those new to Pinal County schools.
- Expand the English Language Learners Initiative to offer programming to assist Pinal County educators working with student populations that have limited English language skills.
- To act as fiscal agent and provide fiscal management services for schools within Pinal County.
- To provide alternative educational opportunities for students requiring a non-traditional school setting.
- To inform the public and educational community of the role of the County School Office and the services it provides.



- To build collaborative alliances with local, state and national agencies that will support the educational goals of the County School Office.
- To seek creative alternatives for funding in order to provide educational programs that will prepare students for the future.
- To research the local and global use of technology and develop strategies for implementation in the educational setting.

Budget Summary by Fund

County School Superintendent General Fund

Budget by Categories of Expenditures	FY 2003-2004 Budget	FY 2003-2004 Actual	FY 2004-2005 Budget
Personal Services	394,680	406,496	411,898
Supplies	3,000	2,860	3,000
Outside Services	135,600	134,919	135,600
Total	533,280	544,275	550,498

Position Distribution General Fund

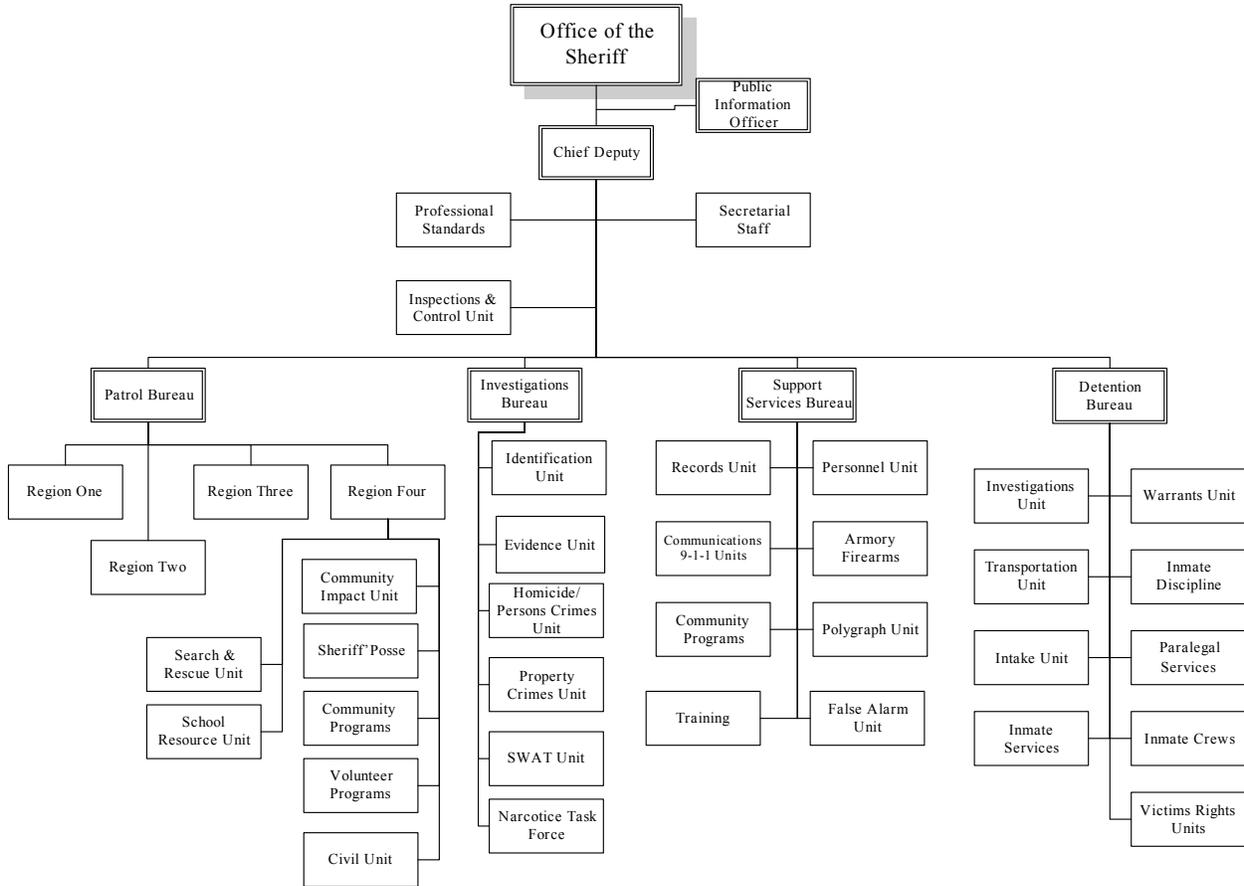
Position Title	FY03	FY04	FY05
ACCOUNTANT I	1	1	2
ACCOUNTANT II	0	0	2
ACCOUNTING SUPERVISOR	0	0	1
ADMINISTRATOR II	1	0	0
ADMINISTRATIVE ASSISTANT	1	2	1
ASSOCIATE SUPERINTENDENT/SCH	1	1	1
CHIEF DEPUTY SCH SUPERINTENDENT	0	1	1
EXECUTIVE SECRETARY	1	0	0
PROGRAM COORDINATOR	3	3	0
SCHOOL SUPERINTENDENT	1	1	1
TOTAL	9	9	9



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Sheriff's Office Roger L. Vanderpool, Sheriff



Mission Statement:

The Pinal County Sheriff's Office exists to serve the public with Integrity, Fairness and Professionalism that combines compassion and courtesy, to instill public trust in the department. The Sheriff's Office is dedicated to community policing and to protecting life and property, maintaining the peace and the enforcement of local, state and federal laws and to safeguard the citizen's constitutional rights. We will do this through our core values of:

Integrity

The ability to distinguish between right and wrong and the courage of conviction to always choose what is right in the face of adversity.

Fairness

Treating all people with equality and unbiased service with open minded and courteous devotion.

Professionalism

The incorporation of integrity, fairness, knowledge, and ability to guide our conduct, to perform our job functions as a team in the highest standards and promote a positive image of our department.



Department Description:

The Pinal County Sheriff's Office strives to provide efficient response to calls for enforcement services, detention center, preventive patrol, criminal investigation, public assistance and other special services such as School Resource Officer, Search and Rescue, Civil Process and the Special Weapons and Tactics.

Managed from the Sheriff's Administration Offices at 971 North Jason Lopez Circle, Florence, Arizona, the Office serves the communities with a community policing philosophy. The Office consists of 343 employees; 145 sworn peace officers; 119 detention staff, and 79 support personnel. These employees are responsible for providing law enforcement services in a county that covers 5,386 square miles /26% (total % private). The Sheriff's Office is divided into four bureaus, Patrol, Investigations, Support Services, and Detention, overseen by the Sheriff's Command Staff. Four of the Pinal County Sheriff's Office Command staff members are graduates of the Federal Bureau of Investigation National Academy.

Did You Know?

The Pinal County Narcotics Task Force in the past year seized over \$500,000 in currency, automobiles and other miscellaneous items from drug dealers. They took about 5,350,583 grams of various types of illegal drugs off the street.

Resource Officer Unit, Pinal County Sheriff's Posse and Pinal County Sheriff's Community Impact Unit.

Accomplishments for 2003-2004:

- Moved into new Sheriff's Administration Building. This enabled us to consolidate several offices into one.
- Purchased 65 new police vehicles from Utah upgrading our patrol fleet.
- Created a fourth region that consists of Community Involvement Unit, School

- Replaced 30+ year old dispatch radio equipment with new state of the art radio dispatch equipment.
- Equipped all field deputies with less than lethal X-26 Tasers.
- Added twenty volunteers to the Pinal County Sheriff's Posse.

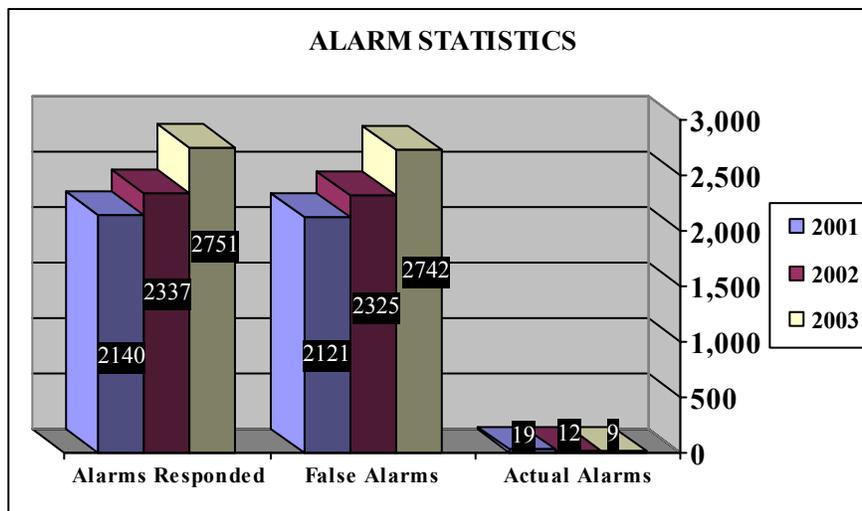
- Started plans to expand our overcrowded adult detention facility at no cost to tax payers.

Goals and Objectives for FY 2004-2005:

- Upgrade of Communications System.
- Establish Less Lethal Weapons for entire Office.



- Further expansion of the Posse.
- Full utilization of the Spillman Computer System and employee training.
- Securing grant funding to replace the tower on Pinal Mountain.
- Establish/set up a Policy and Procedures Manual for Detention.
- Secure an agreement with the State of Arizona for contractual housing for the Department of Corrections inmates.
- Increase the number of Certified Deputy Sheriffs and Detention employees.
- Further increase Community Outreach (i.e.; Citizens Academies, Posse, TRIAD).



Budget Summary by Fund

Sheriff's Office - Administration General Fund

Budget by Categories of Expenditures	FY 2003-2004 Budget	FY 2003-2004 Actual	FY 2004-2005 Budget
Personal Services	7,752,661	8,031,709	8,206,000
Supplies	596,750	622,837	736,850
Outside Services	307,550	331,149	413,700
Non-Operating Expenditures	3,000	0	0
Total	8,659,961	8,985,695	9,356,550



County Sheriff – Fleet Maintenance General Fund

Budget by Categories of Expenditures	FY 2003-2004 Budget	FY 2003-2004 Actual	FY 2004-2005 Budget
Personal Services	138,212	139,680	140,992
Supplies	292,100	258,474	292,100
Outside Services	72,700	74,761	77,600
Total	503,012	472,915	510,692

County Sheriff - Adult Detention General Fund

Budget by Categories of Expenditures	FY 2003-2004 Budget	FY 2003-2004 Actual	FY 2004-2005 Budget
Personal Services	4,476,595	4,593,548	4,682,000
Supplies	863,100	950,175	976,250
Outside Services	50,951	87,052	82,600
Capital Outlay	0	0	0
Non-Operating Expenditures	0	0	0
Total	5,390,646	5,630,775	5,740,850

County Sheriff - Victim Notification General Fund

Budget by Categories of Expenditures	FY 2003-2004 Budget	FY 2003-2004 Actual	FY 2004-2005 Budget
Personal Services	62,469	10,940	64,794
Supplies	2,060	1,593	1,793
Outside Services	4,200	2,667	3,495
Capital Outlay	0	0	0
Total	68,729	15,200	70,082



County Sheriff - Grants General Fund

Budget by Categories of Expenditures	FY 2003-2004 Budget	FY 2003-2004 Actual	FY 2004-2005 Budget
Personal Services	321,683	230,274	340,120
Supplies	173,100	104,930	123,600
Outside Services	53,400	6,782	69,200
Capital Outlay	0	25,966	18,826
Non-Operating Expenditures	0	92,841	0
Total	548,183	460,793	551,746

County Sheriff Special Revenue Funds

Budget by Categories of Expenditures	FY 2003-2004 Budget	FY 2003-2004 Actual	FY 2004-2005 Budget
Personal Services	660,946	499,002	1,057,884
Supplies	213,894	225,275	292,496
Outside Services	295,781	247,445	610,476
Capital Expenditures	26,700	31,635	100,287
Non-Operating Expenditures	80,070	153,899	0
Total	1,277,391	1,157,256	2,061,143



**Position Distribution
General Fund – Administration**

Position Title	FY03	FY04	FY05
911 OPERATORS	0	2	2
ACCOUNTANT III	1	1	1
ADMINISTRATIVE CLERK I	1	1	1
ADMINISTRATIVE CLERK II	5	4	5
ADMINISTRATIVE CLERK III	1	2	1
ADMINISTRATIVE MANAGER	3	3	2
CADET OFFICER	0	0	2
CAPTAIN	2	2	2
CAPTAIN/RT	0	0	1
CHIEF DEP SHERIFF	1	1	1
CORPORAL	16	18	18
CORPORAL/RT	0	1	1
DEPUTY SHERIFF	70	73	70
DEPUTY SHERIFF/RT	0	0	2
DISPATCH COMMUNICATIONS SPEC	11	11	12
DISPATCH COMMUNICATION SUPER	2	2	2
EVIDENCE TECHNICIAN	2	2	2
EXECUTIVE SECRETARY	2	2	3
IDENTIFICATION TECHNICIAN	2	2	2
INSPECTOR & CONTROL MANAGER	1	0	0
INVESTIGATOR/CADET	4	0	0
INVESTIGATOR	14	16	12
LIEUTENANT	4	4	4
OFFICE MANAGER	0	1	1
OFFICE SUPERVISOR	2	2	2
PERSONNEL TECHNICIAN	2	2	2
POLYGRAPH EXAMINER	0	0	1
PROGRAM COORDINATOR I	1	1	1
VOL SERVICE COORDINATOR	1	1	1
SEARCH AND RESCUE	3	1	3
SEARCH AND RESCUE COORDINATOR	1	0	0
SECRETARY I	7	8	8
SECRETARY II	1	2	1
SERGEANT	21	22	22
SHERIFF	1	1	1
SUPPORT SERVICE COMMANDER	1	1	0
TOTAL	183	189	189

**Position Distribution
General Fund – Adult Detention**

Position Title	FY03	FY04	FY05
ACCOUNT CLERK II	2	2	2
ACCREDITATION MGR	0	1	1
ADMINISTRATIVE CLERK II	0	16	16
ADMINISTRATIVE CLERK III	3	3	3
BACKGROUND INVEST/CIVIL	1	0	0
DEPUTY SHERIFF	1	0	0
DETENTION AIDE	16	0	0
DETENTION CAPTAIN	1	1	1
DETENTION CORPORAL	11	11	11
DETENTION LIEUTENANT	4	4	4
DETENTION OFFICER	92	93	93
DETENTION SERGEANT	8	8	8
DISP COMM SPEC	1	1	1
INFORMATION OFFICER	1	1	1
INMATE ADVOCATE	1	1	1
INVESTIGATOR	1	3	3
PERSONAL COMPUTER TECH	1	0	0
SUPPLY TECHNICIAN	1	1	1
TOTAL	145	146	146

**Position Distribution
General Fund – Victim Notification
Grant**

Position Title	FY03	FY04	FY05
DEPUTY SHERIFF	3	5	5
DEPUTY SHERIFF/RT	0	0	1
INVESTIGATOR	0	1	1
VICTIM RIGHTS TECH	2	2	2
TOTAL	5	8	9



**Position Distribution
General Fund – Fleet Maintenance**

Position Title	FY03	FY04	FY05
AUTOMOTIVE MECHANIC	3	3	3
FLEET PARTS SUPERVISOR	0	1	1
TOTAL	3	4	4

**Position Distribution
Special Revenue Funds**

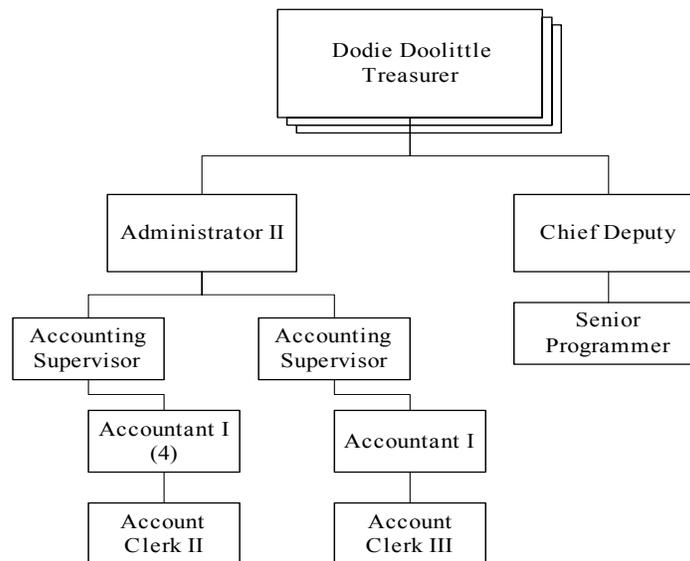
Position Title	FY03	FY04	FY05
ACCOUNTANT I	0	0	1
ACCREDITATION MGR	0	1	0
ADMINISTRATIVE MGR	1	0	0
CONTRACTS COORDINATOR	0	0	1
CRIMIN INTELLIGENCE ANALYST	1	0	0
DEPUTY SHERIFF	4	8	7
DET OFCR/CPL	1	1	3
DET OFCR/SGT	1	1	1
COMPUTER NETWORK SPEC	0	0	0
INFORMATION OFCR	0	0	0
INVESTIGATOR	1	0	0
OFC MGR	0	1	0
SECTY I	1	1	2
SECTY II	1	2	1
SERGEANT	1	1	1
SYSTEM ADMINISTRATOR	0	0	1
VOL SERVICE COORDINATOR	0	0	1
TOTAL	12	16	19



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County Treasurer Dolores J. "Dodie" Doolittle



Mission Statement:

The Treasurer provides a variety of financial services to special districts and political subdivisions within Pinal County. Our mission is to go beyond the statutory requirements to provide computerized data that is accurate and readily accessible to taxpayers and constituents. The Pinal County Treasurer will invest public funds in a manner that will provide competitive returns on the dollar while maintaining maximum security of principal and maintain liquidity to meet the daily cash flow demands of the County.

Department Description:

The Treasurer's duties include calculating, collection and distribution of real and personal property taxes each calendar year. Information regarding property taxes is provided to taxpayers, mortgage companies, title companies, attorneys and interested parties on a daily basis. The Treasurer offers delinquent taxes for purchase at a **Tax Lien Sale** in February of each year that increases the revenue from unpaid delinquent taxes.

The Treasurer Oversees the State Deeding process, of parcels with delinquent taxes for seven years, to the State of Arizona. A successful deed requires a title search of all interested parties, notification by certified mail to the property owner and anyone holding an interest in the property, advertising in a local newspaper and posting parcels within the city limits.

The Treasurer acts as a depository agent (bank) for revenues generated by political subdivisions within Pinal County and will process county and special district warrants (checks), establishes and maintains a line of credit for each district. A statement of account activity is provided to the political subdivisions on a monthly basis. The Treasurer's office also receives and distributes apportionments of state shared revenue. The Treasurer provides a monthly report of revenues and expenses to the Pinal County Board of Supervisors.



Did You Know?

In FY 2001-02, the County Treasurer collected from all taxing entities, \$122 million in property taxes and is estimating property tax collections of \$137 million in FY 2002-03, an increase of 12.3%.

Goals and Objectives for FY 2004-2005:

- Implement a Remittance Processing System that includes scanning, endorsing, balancing and posting property tax payments. This process will increase the number of payments posted in one day and reduce employee time required to process payments.
- Reduce the number of telephone inquiries by referring title companies and mortgage lenders to our website.
- Reduce the number of delinquencies derived from personal property taxes.

Accomplishments for 2003-2004:

- Delinquent Personal Property taxes were reduced by providing a payment program.
- Introduced a “*notice of intent*” to collect Personal Property taxes.

Budget Summary by Cost Center

**County Treasurer
General Fund**

Budget by Categories of Expenditures	FY 2003-2004 Budget	FY 2003-2004 Actual	FY 2004-2005 Budget
Personal Services	685,545	634,593	719,125
Supplies	15,000	17,902	18,500
Outside Services	269,150	249,010	271,650
Capital Outlay	0	0	0
Total	969,695	901,505	1,009,275



County Treasurer Special Revenue Funds

Budget by Categories of Expenditures	FY 2003-2004 Budget	FY 2003-2004 Actual	FY 2004-2005 Budget
Supplies	9,000	21,212	26,250
Outside Services	5,000	0	0
Capital Outlay	30,000	42,685	25,000
Non-Operating Expenses	0	0	0
Total	44,000	63,897	51,250

Position Distribution General Fund

Position Title	FY03	FY04	FY05
ACCOUNT CLERK I	1	1	0
ACCOUNT CLERK III	4	3	2
ACCOUNTANT I	3	5	5
ACCOUNTANT II	1	1	1
ACCOUNTING SUPERVISOR	0	0	1
ADMINISTRATIVE CLERK II (PT-1)	6	6	3
ADMINISTRATOR I	1	1	0
ADMINISTRATOR II	1	0	1
ADMINISTRATOR III	0	0	1
CHIEF DEPUTY TREASURER	1	1	1
LEGAL COLLECTIONS SPECIALIST III	0	0	1
PROGRAMMER ANALYST	1	1	0
SR PROGRAMMER ANALYST	0	0	1
TREASURER	1	1	1
TREASURER ASSISTANT	0	0	2
TREASURERY SYSTEM ADMINISTRATOR	0	1	0
TOTAL	20	20	20



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