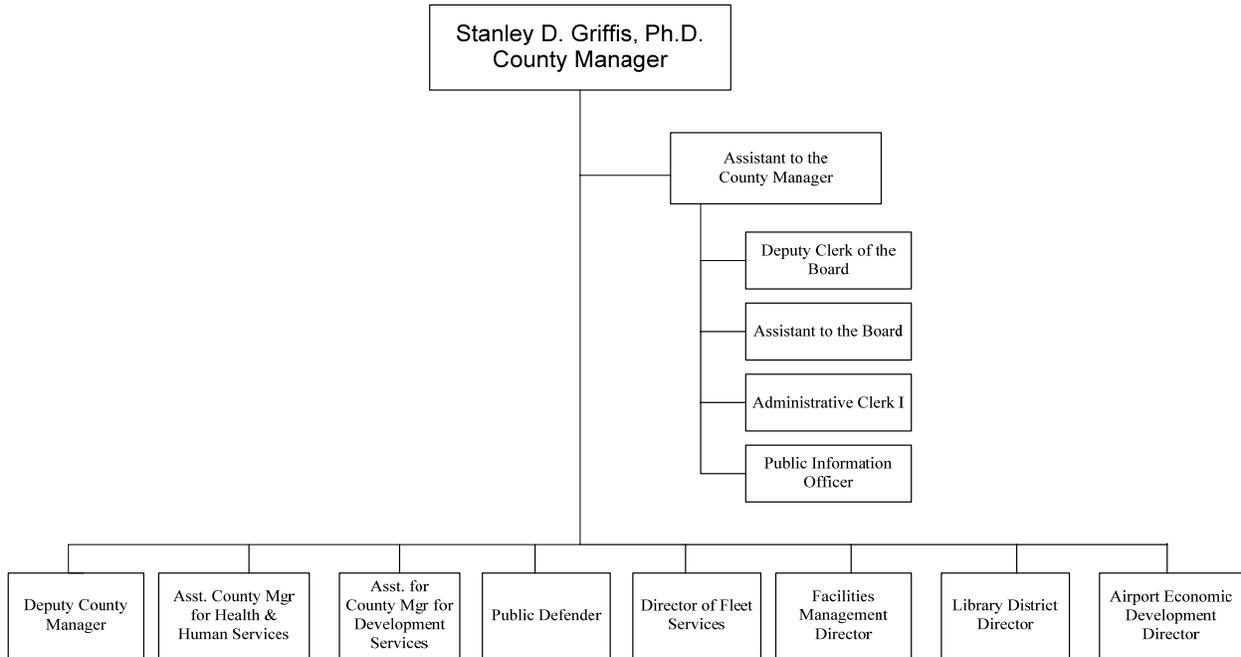




### County Manager Stanley D. Griffis, Ph.D.



**Mission Statement:**

The mission of the Pinal County Manager/Clerk of the Board is to oversee all the departments reporting directly to the Board of Supervisors and is the chief liaison for all other departments. The responsibilities of the County Manager include:

Recommending County policies to the Board of Supervisors.

Reviewing the annual budget and presenting it to the Board of Supervisors.

Reviewing the administration of the budget and keeping the Board of Supervisors apprised of the County’s financial status.

The Clerk of the Board is responsible for maintenance of the legal agenda and implementation of its actions.



### Budget Summary by Fund

#### County Manager

BUDGET BY PROGRAM	FY 2003-2004 Actual	FY 2004-2005 Budget	FY 2004-2005 Actual	FY 2005-2006 Budget	Percent Over Last Year
County Manager	489,803	412,900	517,117	450,820	9%
Pinal Cty Employee Wellness	13,987	15,000	13,388	25,000	67%
<b>Total – County Manager</b>	<b>503,791</b>	<b>427,900</b>	<b>530,505</b>	<b>475,820</b>	<b>11%</b>

BUDGET BY CATEGORIES OF EXPENDITURES	FY 2003-2004 Actual	FY 2004-2005 Budget	FY 2004-2005 Actual	FY 2005-2006 Budget	Percent Over Last Year
Personal Services	428,256	355,234	450,492	393,154	11%
Supplies	9,449	21,566	11,383	24,966	0%
Outside Services	63,496	51,100	68,630	57,700	0%
Capital Expenditures	2,589	0	0	0	0%
<b>Total</b>	<b>503,791</b>	<b>427,900</b>	<b>530,505</b>	<b>475,820</b>	<b>11%</b>

#### Authorized Staffing General Fund

Position Title	FY03	FY04	FY05	FY06
ADMINISTRATIVE ASSISTANT	1	1	1	0
ADMINISTRATIVE CLERK I	0	0	1	1
ADMINISTRATIVE MANAGER	1	1	1	0
ASSISTANT TO THE BOARD	0	0	0	1
ASSISTANT TO THE CO MANAGER	0	0	0	1
COMMUNITY RELATIONS ADM	1	1	1	1
COUNTY MANAGER	1	1	1	1
DEPUTY CLERK OF THE BOARD	1	1	1	1
EXTRA HELP/SUMMER	1	1	0	1
<b>TOTAL</b>	<b>6</b>	<b>6</b>	<b>6</b>	<b>7</b>



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## **Airport Economic Development**

### **Jim Petty, Director**

#### **Mission Statement:**

The mission of the Airport Economic Development Department is to promote and foster safe aviation, while developing and administering airports that are sponsored by Pinal County.

#### **Did You Know?**

The Boeing 747 that is used to shuttle the Space Shuttle is maintained at the Pinal County Air Park.

#### **Accomplishments for FY 2003-2004:**

- Opened first set of T-Hangars at San Manuel Airport.
- Created Avenida de Aviacion to connect Reddington Rd. with the airport.
- Installed new electrical service.

#### **Accomplishments for FY 2004-2005:**

- Completed Master Plan Process.
- Ordered and delivered 2<sup>nd</sup> set of T-Hangars.
- Received grant for \$350,000 for development.

#### **Goals and Objectives for FY 2005-2006:**

- Install water services.
- Install phone services.
- Install self-serve gas services.



**Budget Summary by Fund**

**Airport Economic Development**

<b>BUDGET BY PROGRAM</b>	<b>FY 2003-2004 Actual</b>	<b>FY 2004-2005 Budget</b>	<b>FY 2004-2005 Actual</b>	<b>FY 2005-2006 Budget</b>	<b>Percent Over Last Year</b>
Airport Economic Developmnt	129,659	388,540	304,567	724,400	86%
San Manuel Airport Const	48,477	0	554	0	N/A
<b>Total – Airport Economic Development</b>	<b>178,136</b>	<b>388,540</b>	<b>305,211</b>	<b>724,400</b>	<b>86%</b>

<b>BUDGET BY CATEGORIES OF EXPENDITURES</b>	<b>FY 2003-2004 Actual</b>	<b>FY 2004-2005 Budget</b>	<b>FY 2004-2005 Actual</b>	<b>FY 2005-2006 Budget</b>	<b>Percent Over Last Year</b>
<b>Personal Services</b>	84,049	85,784	91,396	113,487	32%
<b>Supplies</b>	2,179	3,150	4,850	3,720	18%
<b>Outside Services</b>	43,667	53,025	76,957	382,193	621%
<b>Capital Expenditures</b>	48,241	246,581	132,008	225,000	-9%
<b>Total</b>	<b>178,136</b>	<b>388,540</b>	<b>305,211</b>	<b>724,400</b>	<b>86%</b>

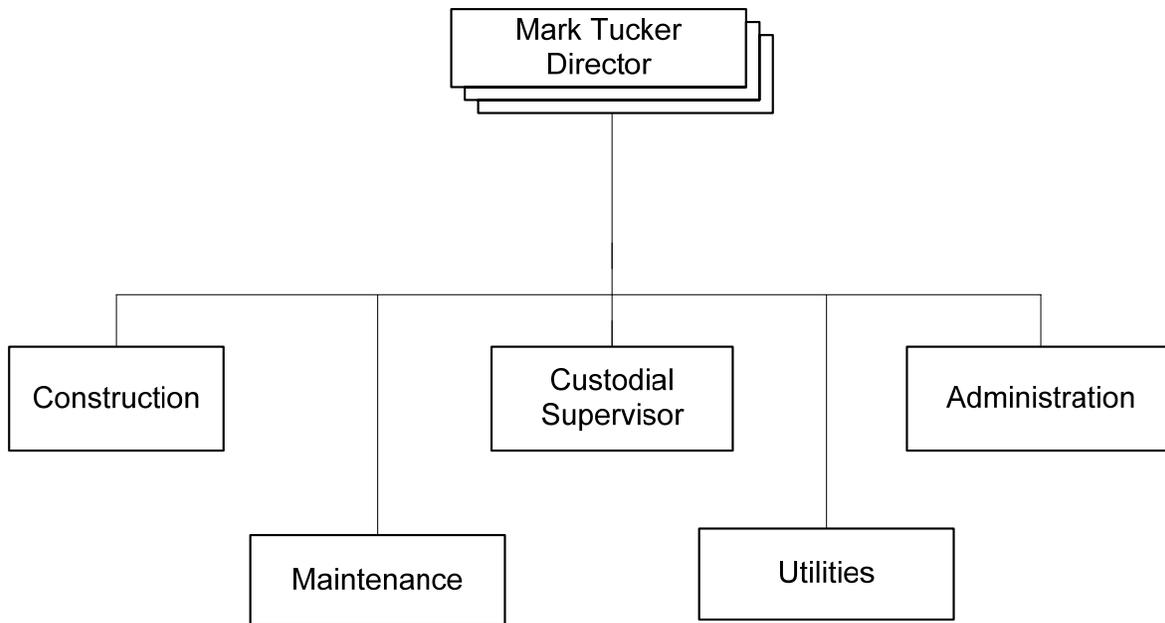
**Authorized Staffing  
Special Revenue Fund**

<b>Position Title</b>	<b>FY04</b>	<b>FY05</b>	<b>FY06</b>
PC AIRPORT ECON DEV DIRECTOR	1	1	1
AIRPORT OPERATOR ASST	0	0	1
<b>TOTAL</b>	<b>1</b>	<b>1</b>	<b>2</b>



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**Facilities Management**  
**Mark Tucker, Director**



**Mission Statement:**

The mission of the Facilities Management Department is to provide quality customer service in the planning, maintenance, construction, cleaning and operation of safe and efficient facilities for Pinal County.

**Department Description:**

The Facilities Management Department provides Maintenance and Custodial services for County Facilities and Departments. The Construction branch provides remodeling and major repair services for County Facilities.



**Did You Know?**

Both of our Energy Saving Programs have been awarded the Governor’s Award for Energy Efficiency top honor, AWARD OF EXCELLENCE, by the Arizona Department of Commerce, Energy office. Phase I won the award in 2001, with Phase II winning in 2004.

the Casa Grande complex, installing new lighting and A/C controls in Apache Junction, Adult Detention, Casa Grande and Public Health.

- Continuation of Safety Program that has related in no loss time accidents for the 6<sup>th</sup>
- Ongoing OSHA training programs and ongoing classes to provide a safer workplace.

**Accomplishments for FY 2004-2005:**

- Remodeled Old Courthouse into offices for Treasurer, Assessor, and Recorder.
- Completed the remodel of the Villa Oasis student center for new County Attorney Victim’s Advocacy Center.
- Completed Phase II of Energy Savings Program which included replacing all HVAC equipment in

**Goals and Objectives for FY 2005-2006:**

- To improve our preventative maintenance program with a new software maintenance program and continue working to provide a safer workplace.
- Continue with our Energy Saving Program.

**Budget Summary by Fund**

**Facilities Management**

<b>BUDGET BY PROGRAM</b>	<b>FY 2003-2004 Actual</b>	<b>FY 2004-2005 Budget</b>	<b>FY 2004-2005 Actual</b>	<b>FY 2005-2006 Budget</b>	<b>Percent Over Last Year</b>
Administration	180,235	195,313	197,887	210,501	8%
Maintenance	1,036,130	982,610	1,118,714	1,231,158	25%
Custodial	783,385	798,786	886,002	918,605	15%
Utilities	1,433,184	1,781,520	1,585,969	2,097,190	18%
Construction	499,015	562,595	503,891	619,340	10%
<b>Total – Facilities Management</b>	<b>3,931,949</b>	<b>4,320,824</b>	<b>4,292,463</b>	<b>5,076,794</b>	<b>18%</b>



<b>BUDGET BY CATEGORIES OF EXPENDITURES</b>	<b>FY 2003-2004 Actual</b>	<b>FY 2004-2005 Budget</b>	<b>FY 2004-2005 Actual</b>	<b>FY 2005-2006 Budget</b>	<b>Percent Over Last Year</b>
Personal Services	1,871,445	1,910,754	2,045,298	2,147,554	12%
Supplies	552,753	520,250	550,306	670,750	29%
Outside Services	1,286,421	1,728,300	1,502,514	2,061,300	20%
Capital Expenditures	0	0	0	0	N/A
Non-Operating Expenses	221,330	161,520	194,345	197,190	22%
<b>Total</b>	<b>3,931,949</b>	<b>4,320,824</b>	<b>4,292,463</b>	<b>5,076,794</b>	<b>18%</b>

### Authorized Staffing General Fund

<b>Position Title</b>	<b>FY03</b>	<b>FY04</b>	<b>FY05</b>	<b>FY06</b>
ADM I	0	1	1	0
ADM II	0	0	0	1
CUSTODIAL SUPERVISOR	1	1	0	1
CUSTODIAL WORKER I (1-PT)	23	23	26	6
CUSTODIAL WORKER II	5	5	5	25
CUSTODIAL WORKER III	1	1	1	1
ELECTRICIAN	4	4	4	4
EXTRA HELP/SUMMER	6	2	0	3
FACILITIES FOREMAN	0	0	1	1
FACILITIES MGMT DIR	1	1	1	1
FACILITY MGMT WORKER I	0	0	1	1
FACILITY MGMT WORKER II	20	20	20	21
FACILITY MGMT WORKER III	1	1	1	1
FACILITY MGMT/CONSTR FOREMAN	1	1	0	0
FACILITY MGMT/MAINT FOREMAN	1	1	0	0
HIGHWAY FOREMAN	0	0	1	1
HVAC WORKER II	3	3	3	3
MTCE WORKER II	0	0	1	2
SECRETARY I	1	1	1	1
SECRETARY II	2	2	2	1
SECRETARY III	0	0	0	1
<b>TOTAL</b>	<b>70</b>	<b>67</b>	<b>69</b>	<b>75</b>

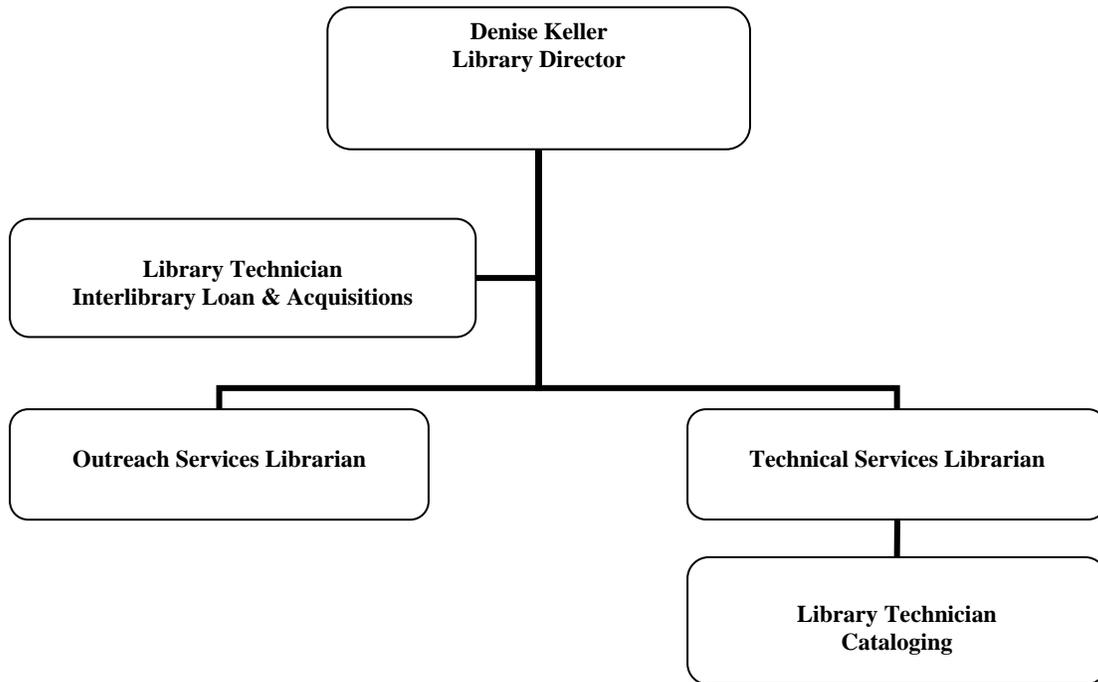


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**Pinal County Free Library District**  
**Denise C. Keller, Director**



**Mission Statement:**

The Pinal County Free Library District strives to provide all county residents access to library materials, information services and electronic media via local municipal and community public libraries. We are committed to change, always looking toward ways to strengthen and enhance each member's ability to benefit from belonging to the Library District. Assistance to affiliate libraries in meeting their goals creatively and affordably is our first priority. We celebrate the value that libraries bring to their communities, and work collaboratively to support them and improve their ability to serve county residents.

**Department Description:**

The Library District takes a leadership role by training staff members of affiliate libraries in the use of all resources, and participates in public policy discussions influencing these resources. We provide assistance in the form of materials, current technologies, and professional services to all public and community libraries in Pinal County, together with the timely coordination of those goods and services, so that member libraries may better serve county residents with readily accessible recreational and informational materials and other related programs and projects.



### **Did You Know?**

Every library in Pinal County provides free access to Learning Express, an online test preparation site. Sharpen your skills with online practice tests, instant scoring, and personalized evaluation. Practice tests include GED, ACT, ASVAB, SAT, Civil Service, Firefighter, Law Enforcement, Real Estate, US Citizenship, and more. Ask your librarian how you can practice at the library or from home.

equipment to provide classes for the public in internet and office applications.

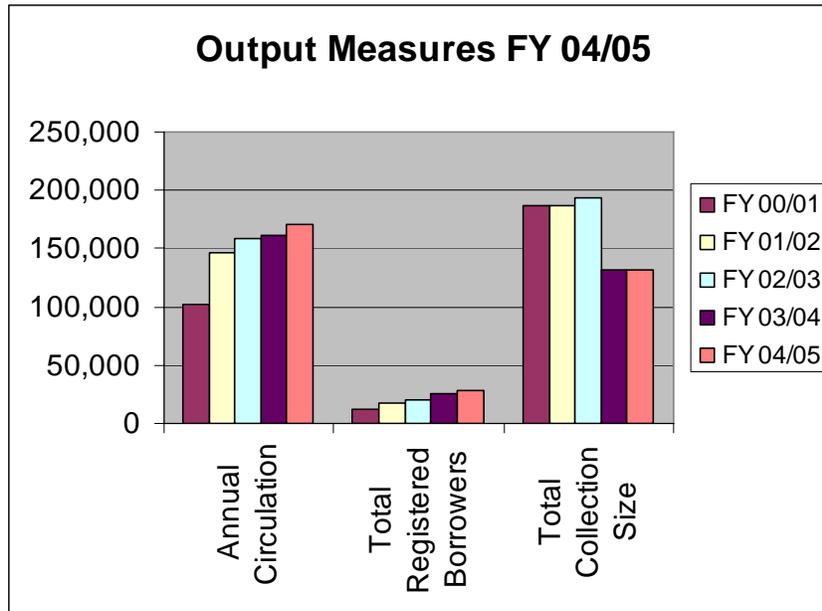
- Negotiated with the new municipality of Maricopa to approve an “Agreement to Join the Library District.” The intergovernmental agreement makes the new municipal library in Maricopa the newest member of the Library District.

### **Accomplishments for FY 2004-2005:**

- Installed a new integrated library system, *Horizon*. The new system allows for faster check-outs and has an online public catalog that allows remote patron access to subscription databases, patron initiated book renewals, and library card sign-up.
- Secured e-rate discounts of 82% on telecommunication lines, for a total savings of \$23,736.
- Produced a 16-page booklet with color photos, listing libraries and museums and their collection strengths. The booklet is available in visitor centers, chambers, and various businesses to promote cultural tourism in Pinal County. Funded by a \$6,327 grant through the Library Services and Technology Act.
- Purchased a portable laptop computer lab consisting of an Enterasys switch, Dell Projector, and eleven laptop computers. The portable learning lab has been used to provide technical training for library staff. Every library in the county is eligible to borrow the

### **Goals and Objectives for FY 2005-2006:**

- Establish an ongoing schedule for updating Authority control records. These records help patrons by providing consistency in the headings used to identify authors, titles, series, and subjects. Having a unique form of a heading brings together the works of an author, series titles, and subjects through the use of *see* and *see also* references.
- Continue to provide training and support for all library staff members on the use of the new online catalog.
- Investigate and purchase additional online databases for public use.
- Secure funding through the Library Services and Technology Act to purchase Spanish language books and materials for library collections around the county.
- Coordinate and present six-week Summer Reading Programs in Stanfield and Dudleyville, targeted to reach under-served rural areas in the county in June 2006.



**Budget Summary by Fund**

**Library District**

BUDGET BY PROGRAM	FY 2003-2004 Actual	FY 2004-2005 Budget	FY 2004-2005 Actual	FY 2005-2006 Budget	Percent Over Last Year
Library District	489,005	755,857	675,910	750,133	-1%
Gates Grant	0	0	0	10,500	N/A
Library/State	23,430	23,000	23,000	23,000	0%
Federal/Spanish that Works	889	0	911	0	N/A
Treasure our Heritage	0	0	6,327	0	N/A
Portable Computer Lab	0	0	24,850	0	N/A
<b>Total – Library District</b>	<b>513,324</b>	<b>778,857</b>	<b>730,998</b>	<b>783,633</b>	<b>1%</b>

BUDGET BY CATEGORIES OF EXPENDITURES	FY 2003-2004 Actual	FY 2004-2005 Budget	FY 2004-2005 Actual	FY 2005-2006 Budget	Percent Over Last Year
Personal Services	261,905	273,420	273,325	318,380	17%
Supplies	145,401	139,000	248,174	206,750	49%
Outside Services	55,490	64,763	78,871	112,863	74%
Capital Expenditures	3,142	254,587	82,488	98,400	-61%
Non-Operating Expenses	47,386	47,087	48,140	47,240	1%
<b>Total</b>	<b>513,324</b>	<b>778,857</b>	<b>730,998</b>	<b>783,633</b>	<b>1%</b>



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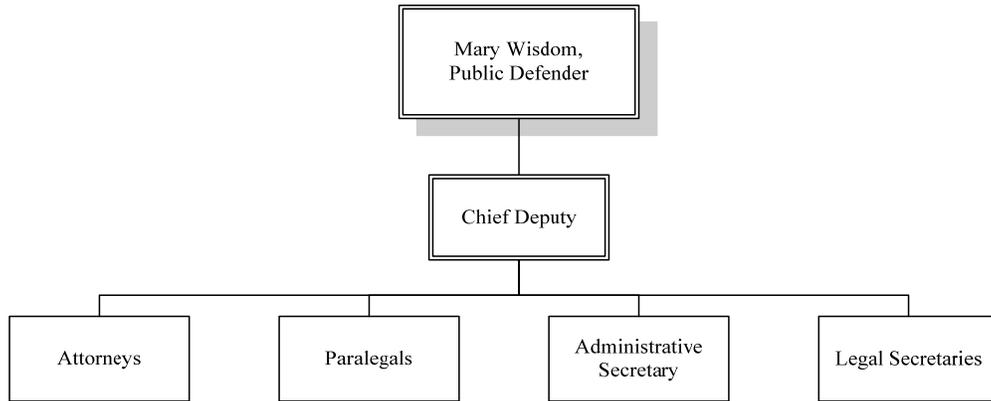
**Authorized Staffing  
Special Revenue**

<b>Position Title</b>	<b>FY03</b>	<b>FY04</b>	<b>FY05</b>	<b>FY06</b>
ADMINISTRATIVE CLERK I	1	0	0	0
ADMINISTRATIVE CLERK II	0	0	0	1
LIBRARIAN	1	1	2	2
LIBRARIAN I	1	1	0	0
LIBRARY DIRECTOR	1	1	1	1
LIBRARY TECHNICIAN	2	2	2	0
LIBRARY TECHNICIAN II	0	0	0	2
PC TECHNICIAN/LIBRARY DISTRICT	1	0	0	0
<b>TOTAL</b>	<b>7</b>	<b>5</b>	<b>5</b>	<b>6</b>



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**Public Defender**  
**Mary Wisdom, Public Defender**



**Mission Statement:**

The Mission of the Pinal County Public Defender’s Office is to protect and defend the rights of our indigent clients by providing vigorous and effective representation, thereby safeguarding the fundamental legal rights of all members of our community.

**Department Description:**

The office of the Pinal County Public Defender provides legal representation to more than four thousand indigent people each year. We provide services to adults charged with felonies and misdemeanors, juveniles charges with acts of delinquency and proposed patients in mental health hearings. As Pinal County enters a period of dramatic growth, the Office of the Pinal County Public Defender will represent ever greater numbers of coordinating the provision of services with the courts, law enforcement, mental health providers, both adult and juvenile probation, and prosecution. Our agency is governed by the standards set by the State Bar of Arizona, the Arizona Public Defender’s Association, the Arizona Attorneys for Criminal Justice and the American Bar Association.



**Did You Know?**

Each year the Public Defender's Office is appointed to represent nearly 4,000 different people.

**Accomplishments for FY 2004-2005:**

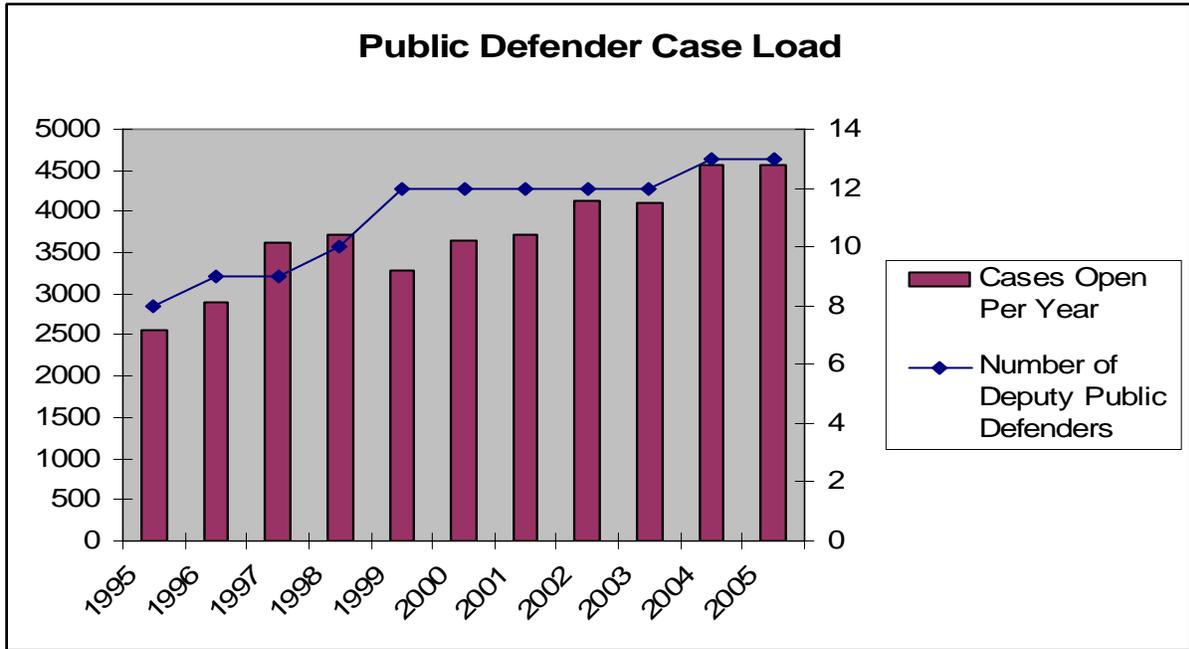
- Actively participated in and helped organize an early disposition court to facilitate early resolution of less serious felony cases, providing cost savings to Pinal County as well as convenience to the court.
- Actively participated in Domestic Violence Court, representing defendants both pre-trial and post conviction.
- Implemented an Intake Unit within the office provide representation at initial appearances, early case monitoring, coordination with family members and employers, and presentation of information to the court regarding release conditions.
- Established a new system of attorney assignment by Superior Court Division to ensure greater cooperation with the court and improve the quality of client representation.
- Implemented, with the cooperation of the Pinal County Attorney, a system to complete conflict checks prior to arraignment, ensuring greater convenience to the court and to opposing counsel, while providing more effective representation to our clients.
- Established committees within the office to review our procedures in order to provide better service to clients and to the court system.
- Coordinated with other county agencies, mental health treatment providers, the RBHA and the court to improve the procedures and process of Involuntary Mental Health court-ordered Treatment.
- Actively participating with county agencies, law enforcement, the RBHA, treatment providers, and court administration to develop a Mental Health Liaison position to assure continuity of mental health services and cost savings throughout both criminal and civil court processes.
- Cooperated with mental health crisis intervention personnel and the Pinal County Attorney to better utilize the outpatient mental health evaluation process to effect significant cost savings to the county for pre-commitment psychiatric hospital admissions.



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**Goals and Objectives for FY 2005-2006:**

- Obtain and develop a computerized case management system to permit better management of the office more accountability and to generate accurate statistical information for county management.
- Participate in the new developed Juvenile Drug Court.
- Continue to develop and improve the professional skills of three capital case certified attorneys.
- Participate in the creation and development of a Pre-Trial Services Division of the Superior Court.
- Provide advanced language training to the Spanish speaking employees in the office.
- Continue to participate in the cooperative development of a Mental Health Court.
- Develop and implement a Motion Bank.
- Develop a grant position for a social worker designed to provide improved social services for clients by assisting them to obtain employment, job skills and both mental health and substance abuse treatment.
- Continue to improve the quality and effectiveness of legal representation provided to our clients.





## Budget Summary by Fund

### Public Defender

BUDGET BY PROGRAM	FY 2003-2004 Actual	FY 2004-2005 Budget	FY 2004-2005 Actual	FY 2005-2006 Budget	Percent Over Last Year
Public Defender	1,404,955	1,453,894	1,474,198	1,455,345	1%
Training	18,680	13,080	16,436	18,338	40%
State Aid to Indigent Def	46,332	52,600	48,217	56,430	7%
Local FTG Distribution	6,985	49,552	35,037	49,552	0%
<b>Total – Public Defender</b>	<b>1,476,952</b>	<b>1,569,126</b>	<b>1,573,888</b>	<b>1,579,665</b>	<b>1%</b>

BUDGET BY CATEGORIES OF EXPENDITURES	FY 2003-2004 Actual	FY 2004-2005 Budget	FY 2004-2005 Actual	FY 2005-2006 Budget	Percent Over Last Year
Personal Services	1,402,797	1,480,846	1,506,613	1,483,677	1%
Supplies	24,762	21,000	23,791	22,000	5%
Outside Services	49,393	57,280	43,484	63,988	12%
Capital Expenditures	0	10,000	0	10,000	N/A
Non-Operating Expenses	0	0	0	0	N/A
<b>Total</b>	<b>1,476,952</b>	<b>1,569,126</b>	<b>1,573,888</b>	<b>1,579,665</b>	<b>1%</b>

### Authorized Staffing General/Special Revenue Funds

Position Title	FY03	FY04	FY05	FY06
ADMINISTRATIVE CLERK I	1	1	1	2
ADMINISTRATIVE SECRETARY	1	1	0	0
ATTORNEY	1	1	0	2
CAPITAL ATTORNEY	2	2	2	2
CHIEF DEPUTY ATTORNEY	1	1	1	1
INVESTIGATOR-NON CERTIFIED	2	2	2	0
LEGAL SECRETARY I	1	1	1	3
OFFICE MANAGER	0	0	1	1
PARALEGAL II	1	1	2	2
PRINCIPAL ATTORNEY	6	6	8	10
PUBLIC DEFENDER	1	1	1	1
LEGAL SECRETARY II	3	3	3	4
SENIOR ATTORNEY	2	2	1	0
<b>TOTAL</b>	<b>22</b>	<b>22</b>	<b>23</b>	<b>28</b>



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