

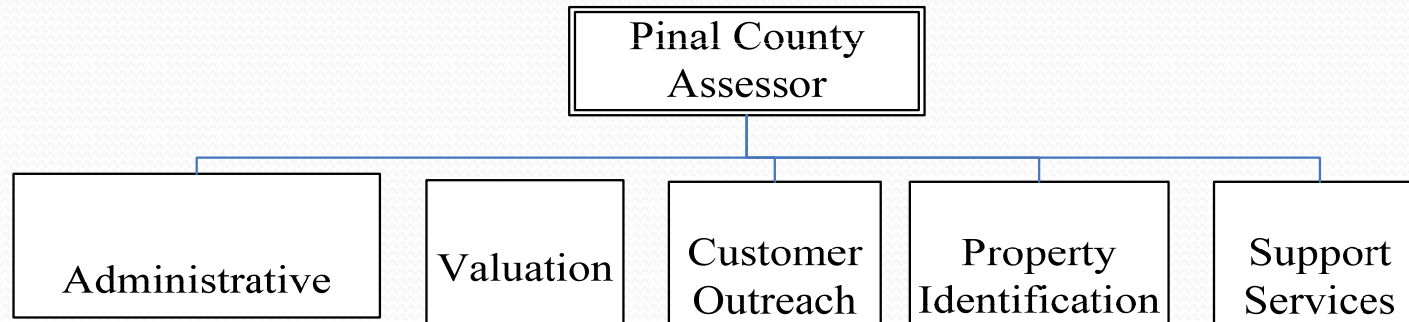


Pinal County
Community Forum
Tuesday, September 14, 2010



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Assessor



- Mandate: A.R.S. 42-11009, 42-13303, 42-15053, 42-13051, 42-15052, 42-15057, 42-15151, 42-15101, 42-13254, 42-16054, 42-19051-52, 42-16254, 42-16255, 42-16258
- General Fund Budget: \$2,607,355
- Other Funds: \$330,000
- Total Budget: \$2,937,355
- 58-FTE



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Assessor Mission

The Mission of the Pinal County Assessor's Office is to provide property location, identification and appraisal services to Pinal County property owners so they can receive fair and equitable valuation of their property.



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Assessor Issues

- Diminished IT support from AZDOR
- Diminished Data Services to internal and external customers by AZDOR
- Inequities in existing property values
- Lack of knowledge of the role of the Assessor's Office
- Possible sunset of storage and retrieval fund -ARS 11-269.06 (\$4.00 surcharge for recorded documents processed by Assessor - 2011 estimate income from fund \$330.000)

Assessor Issue Resolution

- The implementation of a Computer Aided Mass Appraisal (CAMA) system.
- Integration of CAMA with Recorder, Treasurer and Planning and Development Systems.
- Introduction of a Customer Outreach Program to provide information, consultation and notification services.
- Sunset of Storage & Retrieval fee.
No solution, will result in diminished productivity & customer service



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Assessor Strategic Goals

- Property owners will benefit from fair & equitable property valuation by the meeting of average sales ratio values set by AZDOR pursuant to ARS42-13005 (median sales ratio values comprise the results of sale and/or appraisal data according to statistical principles.)
- Property owners, residents, business owners and government agencies will benefit from a better understanding of the assessment process as evidenced by survey responses. The survey was designed by Assessor staff based on quantitative research principles.

Assessor Strategic Goals (con't)

- Property owners and data consumers will benefit from more accurate and accessible data, information and services as evidenced by a decrease in the number of internal errors.
- The successful implementation and use of CAMA will facilitate the accuracy of Assessor data.



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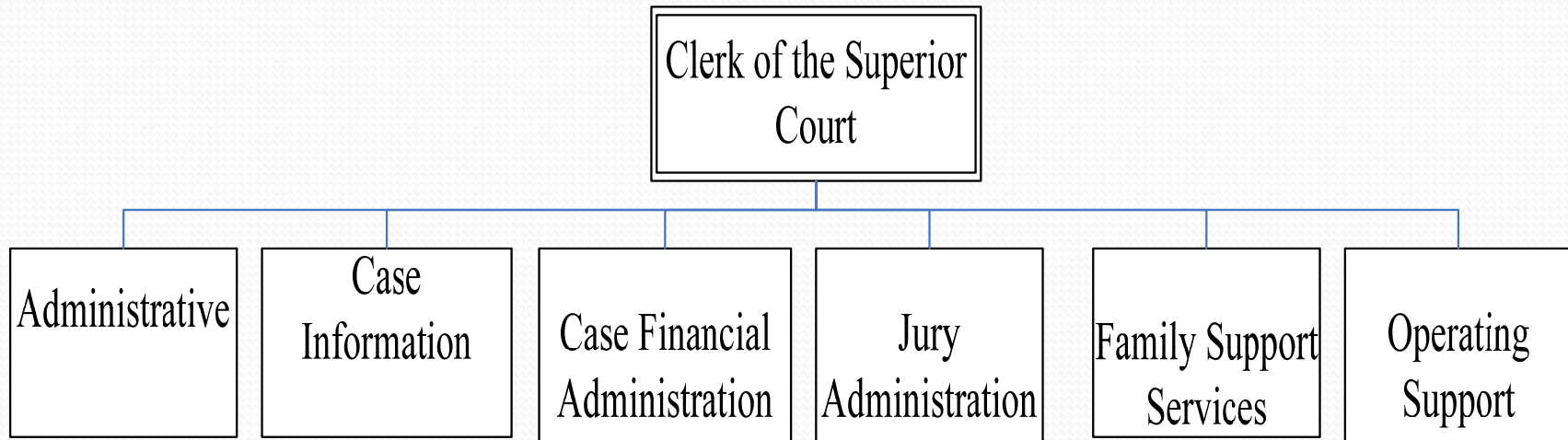
Assessor Organization Structure

| Admin program | # of Employees | FY 2011 |
|------------------------|----------------|-------------|
| Administration Program | 3 | \$142,269 |
| Valuation Program | 33 | \$1,196,474 |
| Customer Outreach | 6 | \$568,473 |
| Property ID Program | 12 | \$474,113 |
| Support Services | 4 | \$556,026 |



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Clerk of the Superior Court



- Mandate: Arizona Revised Statutes, Supreme Court Rules, Local Court Rules, Supreme Court Administrative Orders, Superior Court Administrative Orders
- General Fund Budget: \$3,474,497
- Other Funds: \$1,609,438
- Total Budget: \$5,083,935
- 94.5-FTE



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Administrator of Court Records

- Custodian of Superior Court records
- Maintain and secure court records and exhibits
- File in court documents,
- Index court actions and proceedings: CMS
- Public access to court records
- Prepare and provide court files for hearings
- Prepare and distribute minutes of court hearings



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Financial Officer

- Receives, receipts, disburses all statutory fines and fees
example: Disburse court ordered restitution
- Provide financial audits: court financial obligations
- Process child support wage assignments



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Additional Services

Provide Forms and Instructional Packets on-line

Probate Registrar

Issue and Record Marriage License

Passport Accepting Agency

Process Server Applications

Bail Bondsman Registration

Satellite Offices: Apache Junction, Casa Grande,

Mammoth



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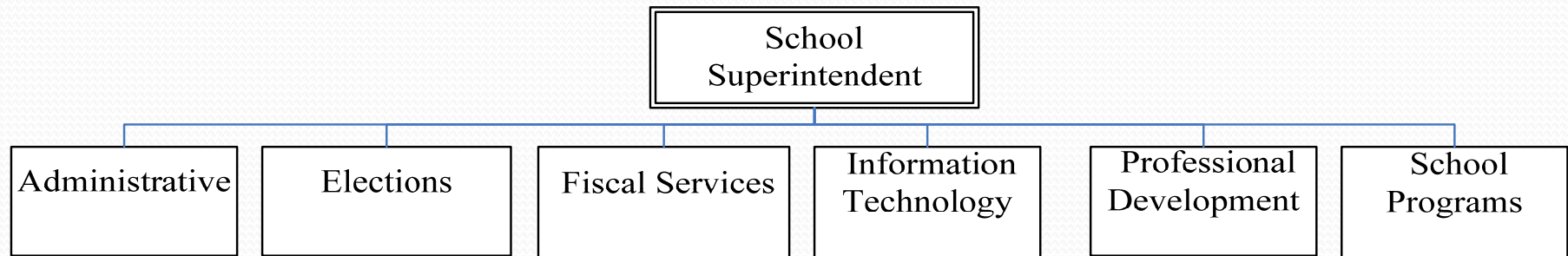
Jury Commissioner

- Mail juror questionnaires Bi-annually
- Summons pre-qualified jurors for Superior Court and Justice Courts jury trials, Pinal County Grand Jury
- Provide pre-qualified juror names to Pinal County Magistrate Courts and Arizona State Grand Jury
- Conduct Jury Orientation



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School Superintendent



- Mandate : A.R.S. 11-511, Title 15 – Chapters 3, 4 and 9 (Only primary statutes listed – over 130 references to county school superintendent in statutes)
- General Fund Budget: \$755,859
- Primary Property Tax: \$3,687,218
- Total Budget: \$4,443,077
- 11-FTE



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School Superintendent

ARS 15 -301 C

The office of county school superintendent is designated as a local education agency for the purpose of serving as an education service agency that is eligible to receive and spend local, state and federal monies to provide programs and services to school districts and charter schools within that county.



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Mission Statement

- The Pinal County School Office is an education 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.



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Pinal County School Office ESA

- The County School Superintendent assists schools, education professionals, parents and students by providing:
 - Fiscal oversight and services for school districts
 - Education services
 - School elections services
 - Advocacy for schools and education partners



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Fiscal Oversight & Services

- Provide fiscal oversight and services for 19 school districts
- Process payroll and accounts payable warrants for school districts – 2009-2010 data includes:
 - Warrants processed – 159,313
 - Dollar value – \$356,680,612.74
 - Certifications monitored – 9,571
- Balance all school district accounts monthly to the Treasurer to insure accuracy & compliance



Fiscal Oversight & Services

- Deposit school district revenues with the County Treasurer on behalf of school districts
- Assist school districts in budget preparation and analysis
- Submit payroll taxes, withholding wage and compensation reports to appropriate agencies
- Generate W2 forms for all but 1 school district's staff
- Assist school districts in calculating tax rates based upon district budget & property values

Education Services

- Provide education programs to meet the needs of at-risk students through the Mary C. O'Brien Accommodation School District, Hope School (juveniles) and Esperanza School (remanded juveniles and special education students ages 18-21)
- Provide professional development training and technical assistance to school districts and their staff
- Manage several consortia and grants which provide an opportunity for schools to combine resources for quality education opportunities



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Education Services

- Provide services that support students such as:
 - County Spelling Bee
 - Student Leadership Camp
 - Science Olympiad Competitions
 - Gifted Consortium and Camp
 - Substance Abuse Prevention Consortium



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School Elections Services

- Serve as the filing office for all school elections
- Make appointments to fill school board vacancies or determine if a special election is necessary
- Provide assistance in election protocol and process for
 - Governing board elections including recall elections
 - School bond elections
 - Budget override elections
 - District unification/consolidation elections
 - District boundary change elections



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Advocacy for Schools and Education Partners

- Inform districts of state and federal regulations and laws that impact schools
- Meet with district superintendents monthly to share information, problem solve and receive input
- Provide administration for Home Schooling Program
- Provide 8th grade student diplomas to schools and programs that serve incarcerated individuals



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Contact Information

Orlenda F. Roberts, M.Ed.

County School Superintendent

P. O. Box 769

Florence, AZ 85132-0769

Phone: (520) 866-6565

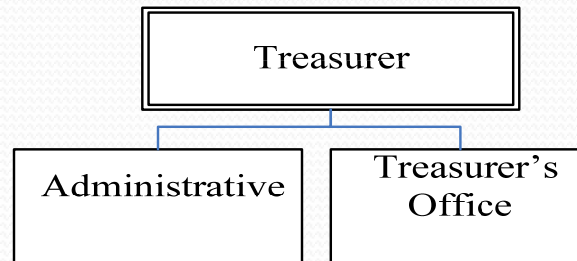
E-Mail: oroberts@pinalcso.org

Website: www.pinalesa.org



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Treasurer



- Mandate : A.R.S. 11-491, 35-327, 15-996, 48-901, Title 42 Chapter 18-19 (all) Tax Collection
- General Fund Budget: \$1,209,303
- Other Funds: \$33,714
- Total Budget: \$1,243,017
- 15-FTE, 2 Temp



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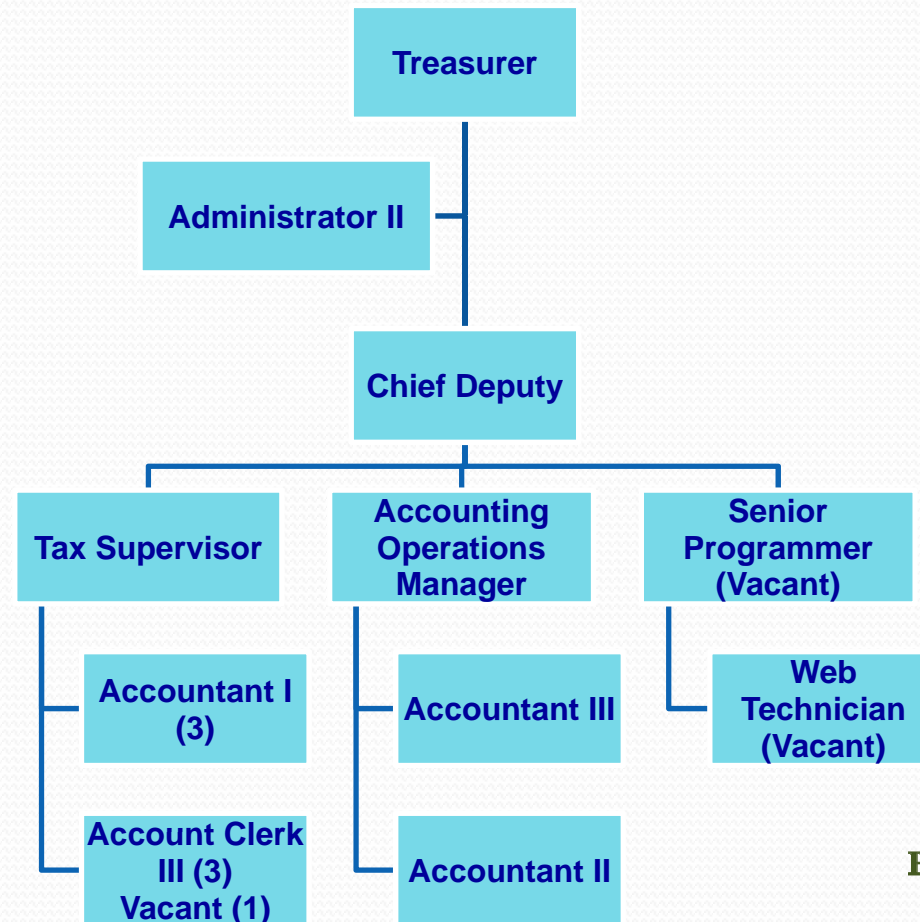
Mission Statement

- The mission of the Pinal County Treasurer's Office is to provide financial and tax collection services to taxpayers, special districts, and political subdivisions within Pinal County so they can be assured that their money is invested efficiently and accurately apportioned and managed with integrity and honesty.



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Organizational Structure



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Treasurer Duties

- The Treasurer acts as a depository agent (bank) for revenues and disbursements (warrants) generated by political subdivisions and special districts within Pinal County. Statutory duties include:
 1. Custodian of public monies
 2. Ex Officio Tax Collector
 3. Investment Officer



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Banker

- Offer Banking Services to districts
- Process warrants
- Depository for State Shared Revenues
- Assistance and Solutions



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Tax Collector

- Calculate and Mail Tax Bills
- Process Payments
 - Goal: Process in most efficient manner
- Distribute to Taxing Authorities



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Investment Portfolio Manager

- It is the policy of the Pinal County Treasurer to invest public funds and maintain maximum security of principal, maintain liquidity to meet the daily cash flow demands of the County and to provide investment returns competitive with peer group portfolios of similar composition and risk profile.
- Goals:
 - Security
 - Liquidity
 - Yield



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Statutory Authority

- **ARS 11-491** Custodian of public monies
- **ARS 11-492** Apportionment of county monies
- **ARS 35-327** Investing public monies
- **ARS 42-18001** Tax Collector
- **ARS 48-901** Treasurer – Improvement Districts
- **15-996** School District Monies



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