

TOWN OF CAVE CREEK, ARIZONA



**Fiscal Year 2024-2025
Annual Budget**



Annual Budget FY 2024 - 2025

**Town of Cave Creek
Annual Budget for the Fiscal Year
Beginning July 1, 2024 and ending June 30, 2025**

MAYOR

Robert Morris

VICE MAYOR

Kathryn Royer

COUNCIL MEMBERS

Tom Aughterton

Ernie Bunch

Paul Eelkema

Thomas McGuire

Dusty Rhoades

TOWN MANAGER

Grady E. Miller



CAVE CREEK

ARIZONA

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Mission Vision Values

Mission

Our mission is to support the community by effectively managing public services and fostering our unique southwestern ways of life.

Vision

Cave Creek is a dynamic, safe, and well-maintained community where growth and preservation are balanced, and public needs and challenges are met.

Values

- Objective Analysis
- Creativity
- Teamwork
- Productivity
- Respect
- Professionalism
- Fiscal & Environmental Stewardship
- Integrity



Annual Budget FY 2024 - 2025

GFOA Award



GOVERNMENT FINANCE OFFICERS ASSOCIATION

Distinguished Budget Presentation Award

PRESENTED TO

**Town of Cave Creek
Arizona**

For the Fiscal Year Beginning

July 01, 2023

Christopher P. Morill

Executive Director



Annual Budget FY 2024 - 2025

Town Manager's Message



Honorable Mayor and Council,

I am pleased to present the operating and capital budget for the Town of Cave Creek for the fiscal year beginning July 1, 2024 and ending June 30, 2025, including the Town’s capital improvement program for FY 2025 through FY 2029. The proposed FY 2025 budget is a structurally balanced spending plan that will preserve our strong financial foundation and provide the resources needed to deliver the high-quality public services our community expects.

The proposed budget totals \$57,393,797, which represents a 1.5% increase from the \$56,555,961 budget in the prior year.

SUMMARY COMPARISON BY FUND TYPE				
(in thousands)				
Fund	FY2024 Budget	FY2025 Budget	Increase/Decrease	% Increase/Decrease
General Fund	\$17,390	\$19,739	\$ 2,349	13.5%
Special Revenue Funds	4,727	5,991	1,264	26.8%
Capital Projects Funds	12	-	(12)	(100.0%)
Enterprise Funds	34,427	31,664	(2,764)	(8.0%)
TOTALS	\$56,556	\$57,394	\$ 838	1.5%

Budget Priorities

After many months of collaborative effort by the Town Council and the Town’s leadership team and staff, the Town Council approved the 2023 Strategic Plan in November 2023. The Strategic Plan serves as the foundation for the Annual Budget. Excerpts from the Strategic Plan (see pages 11 to 22) include Focus Areas and Action Items for each area. These Focus Areas and Action Items guide the priorities included in the FY 2025 Annual Budget.

Following the adoption of the FY 2025 Annual Budget, the Town Council formally approved performance measures for each department. These measures will be incorporated into the development of future budgets.

Financial Summary

The Town's financial position remains strong. Cave Creek's sales tax revenue for FY 2024 year-end is projected at 2% over the prior year. Projected state shared revenue growth is up 26%. The overall General Fund revenues are projected to be up 5%.

The following are the significant budgetary issues that were addressed in the FY 2025 budget.

Compensation - Continued labor shortages mean government agencies in the Valley are competing for limited available human resources. This budget ensures there is appropriate funding for competitive compensation and benefits due to cost-of-living increases to retain our valuable employees and remain competitive with other Valley cities and towns when recruiting. The budget includes a 3.5% salary increase for employees with satisfactory performance and above.

Fire Services - In December 2021, the Town Council entered into a contract with Daisy Mountain Fire and Medical (DMFM) District to provide emergency fire and medical services for the Town, and in January 2022, the Town was accepted as a member of the Regional Automatic Aid system that covers the metro Phoenix area. The Town purchased the fire station that currently houses the DMFM staff and purchased an engine. The Town's contract with DMFM and membership in the Regional Automatic Aid system required an upgrade to the fire station to the Regional Automatic Aid system standards. The FY 2025 budget includes \$2.9 million for completion of the remodel to meet required standards, as well as \$925,000 for the acquisition of fire vehicles and equipment.

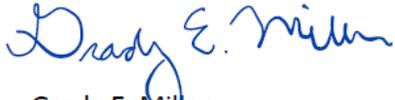
Road Improvements - After several years of underfunding road projects due to other critical priorities in the capital improvement program, the Town began a focus on traffic and pedestrian safety measures and road improvements in the FY 2024 budget. The FY 2025 budget continues that focus and includes \$3.5 million for road improvements, as well as updates to the pavement management plan and implementation of the pedestrian safety study recommendations.

Open Space - The preservation of open space is a high priority for the Cave Creek community. As such, land preservation/conservation is an Action Item in the Strategic Plan. A placeholder of \$1.6 million has been included in the FY 2025 budget in case an opportunity for land acquisition arises during the year.

Water Resources - To improve the reliability of the Town's water supply, the Town Council entered into an agreement with the City of Phoenix to treat and deliver a portion of the Town's water supply from the Central Arizona Project (CAP). The Interconnect Project will significantly improve the Town's ability to eliminate interruptions in water service if the water treatment plan or the CAP pipeline has an outage. The FY 2025 budget includes \$13.7 million for the continued construction anticipated to be completed in FY 2026.

I would like to thank the Mayor and Town Council for their leadership as well as the Town's Management Team for responding to the challenges of maintaining the fiscal health of the Town of Cave Creek while addressing much needed infrastructure improvements. This budget represents the Town's continuing effort to provide quality service within revenue constraints while still investing and reinvesting in our facilities and infrastructure.

Sincerely,



Grady E. Miller
Town Manager

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Annual Budget FY 2024 - 2025

Cave Creek Town Council



MAYOR MORRIS

Robert Morris was born and raised in Phoenix, Arizona. He is descended from Arizona Territory pioneers who homesteaded on Oak Creek. He graduated from Arizona State University with a Bachelor of Science in Engineering specializing in Chemical Engineering. During his work career he served at many locations across the country before returning to the Phoenix Area.

Early on, he specialized in engineering and management in the energy processing industry.

Mid-career he was promoted into executive management of a multi-billion-dollar facility employing over a thousand during peaks. He also managed hundreds of engineers and professionals. Highly complex responsibilities required technical, personnel, financial, construction, and legal expertise. One of the most gratifying experiences was implementing and seeing the positive results by employing Continuous Improvement, Benchmarking, Reliability Engineering and Statistical Process Control to dramatically improve performance.

He was appointed executive over marketing businesses in the western United States. He also led strategy development, credit card operations, real estate, engineering, and other key business functions nationwide. In addition, he led special teams and projects using many of the most prominent consulting companies in America, including McKinsey, Mercer, and Arthur Anderson Consulting.

After retiring as Southwest Regional Marketing Manager he and his wife Jana began competing nationwide in Cowboy Mounted Shooting. They each have won World Championships in their class along with state and regional titles. Bob is credited with creating and chairing the organization which funded and built the Ben Avery Mounted Shooting Center in north Phoenix.

Bob and Jana enjoy their horses and rural Sonoran Desert lifestyle in Cave Creek, Arizona. After retirement Bob was appointed to the Cave Creek Water Advisory Committee where he served for 6 years. He won two terms on Town Council and won the 2022 Election as Mayor of The Town of Cave Creek.



Kathryn Royer was publicly elected as a member of the Cave Creek Town Council in August 2018. She became Vice Mayor by a vote of her peers in January 2023.

Kathryn Royer has been a resident of Cave Creek since 1996, after accepting a leadership position with Central Arizona Project (CAP) in Phoenix. CAP manages and delivers Arizona's share of Colorado River water to 5 million people in Maricopa, Pima and Pinal counties.

In her capacity as Associate General Manager of Communications and Public Affairs, Kathryn became fluent in the business of water management, delivery, and environmental sustainability. During this time, Kathryn volunteered for the Town as a member and Chair on the Water Advisory Committee.



VICE MAYOR ROYER

Kathryn earned a Bachelor of Arts degree in Communications from Indiana University and worked as a news reporter, producer, public affairs director, and community relations manager in non-profit, broadcast, and corporate sectors prior to arriving at CAP.

Ms. Royer has two adult children who attended and graduated from Cave Creek public schools, the University of Arizona and Arizona State University. In 2021, Kathryn and her husband Gabe Royer became proud grandparents of a beautiful granddaughter, Olive.

Kathryn retired from CAP in 2016 and now gives back to her community through public service. Along with her emphasis on fiduciary duties as a Council member, Kathryn's significant areas of focus are protection of our water supplies, fire protection, governmental transparency and communications, and open space preservation.



COUNCIL MEMBER
AUGHTERTON

Tom Aughterton is currently a state regulatory director appointed in December 2018 by former Arizona Governor Doug Ducey. Originally a native of Washington, D.C., his career work has been in government affairs and legislative advocacy for the Federal and Arizona state government, and in the private sector for the Arizona REALTORS.

Prior State service includes the Arizona Attorney General's Office, the Arizona Supreme Court, and the Arizona State Retirement System. His service at the State Capitol began in 1976 as a Senate legislative intern. He is a graduate of George Washington University, BA Journalism, the University of Arizona, MA Journalism, and Arizona State University, with a PhD and DPA in Public Administration (ABD). He has two CPMs (certificates in public management) from ASU and U of A. Aughterton was a 1998 Council of State Governments (CSG) National Toll Fellow and completed the Executive Leadership Training Program at Harvard University's Kennedy School of Government.

A Cave Creek, AZ resident for 40 years, he is a former Arizona Town Hall delegate, Valley Leadership graduate, a Superior Court appointee to the Maricopa County Judiciary Advisory Council, and graduate of the Strategic Leadership for State Executives program at Duke University's Terry Sanford Institute of Public Policy. In 2021-22, he served on the CSG National Center for Interstate Compacts Technical Assistance panel.

In Cave Creek, Aughterton served on the Town Council, Planning & Zoning Commission and the Board of Adjustment in the 1990's and was the first voter-elected Town Mayor. He was the Town's Regional Council member at the Maricopa County Association of Governments (MAG) from 1996-1999.

He returned to the Town Council in December 2022.

Mr. Ernie Bunch has been involved on Town Council since June 2005 when he began his service as a Councilmember and progressed into the position of Vice Mayor; in December of 2016 he was elected as Mayor. In 2022, he decided to step down and run for Council and holds that position today. He has been a Partner Engineer at B. Bunch Co. from April 1976 to present.



COUNCIL MEMBER BUNCH

Mr. Bunch's priorities are reliable, consistent services without losing Town identity. Mr. Bunch has 3 children, 2 grandchildren and has been married to his wife for 41 years.



COUNCIL MEMBER
EELKEMA

Paul Eelkema has been an active leader most of his adult life. He is an independent yet collaborative thinker. Paul was first elected to the Town Council in December 2022.

Paul was raised in a small town and fortunate to learn about work and work ethic while working in the family business. He holds a graduate degree in Educational Leadership and has held leadership roles at the request of colleagues. He served as a labor negotiator and was selected as one of twelve to develop a leadership program for the California State Visual Arts Curriculum. He was on the Board of the California Art Educators Association.

He transitioned from teacher to school administration and held Principalships at both elementary and secondary levels. His work switched focus when he became the Director of a two thousand student Adult Education Program and last worked as a Director of Job Training Programs for forty-one of the school districts of Sonoma County California.

In addition to a busy work life, he held positions as a Board member of County Arts Associations; served on the Nevada County Grand Jury; Chairman of the City of Santa Rosa Cultural Heritage Board; Chair of the Luther Burbank Home and Gardens; and Board of the Sonoran Arts League.

In Cave Creek, he served on the Cave Creek Board of Adjustment, and had two appointments as a Planning Commissioner. He designed our Local Landmarks program with staff and Council support, and recognized six landmark buildings last year and is scheduled to recognize an additional ten in the coming year. He learned how to get things done with each of those experiences and has wonderful "products" to show for his efforts and being proud of the teamwork that he led.

Thomas McGuire has been a resident and active Cave Creek community member since 2000. He was first elected to the Town Council in 2005.

Tom holds degrees in geology and geology education from the University of Rochester and the State University of New York, and he has published textbooks in his field. His community service includes volunteer scientific work at the Spur Cross Ranch Conservation Area, where he also leads monthly public hikes. He is a docent at the Cave Creek Museum.



COUNCIL MEMBER MCGUIRE

He has also done presentations on the history and future of Arizona water supplies. Tom is an active hiker who knows the public lands and trails in and around Cave Creek. Our network of trails, open space and dark skies are among his most important objectives.



COUNCIL MEMBER RHOADES

Bryan M. "Dusty" Rhoades has been a Cave Creek resident since 2017. He and his wife Mary have three children, and seven grandchildren with two sons and three grandsons living in Arizona. His priority is ensuring Cave Creek retains the small-town western character that currently exists which includes developing the Town smartly and focusing on serving the residents and business owners as top concern.

Dusty is a Retired Colonel in the US Marine Corps with over 40 years of experience managing large organizations and programs for private industry and the US Government. He has a depth of knowledge in strategic planning, business planning, financial management, resource analysis, and systems program analysis.

Dusty's Military Awards include the Legion of Merit, Bronze Star, Meritorious Service Medal, Joint Service Achievement Medal, Navy and Marine Corps Achievement Medal along with 13 campaign and unit awards and citations. His Civilian Awards include a two-year Congressional Fellowship, Distinguished Civilian Service Award and multiple achievement awards and promotions in private industry.



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Town of Cave Creek Strategic Plan

Fiscal Sustainability

The Town of Cave Creek will maintain a transparent, adaptable, and forward-looking fiscal position that aligns with community priorities to provide an outstanding quality of life for our residents. The Town will implement innovative, efficient, measurable, and responsible policies and financially sustainable business practices to effectively manage its fiscal and human resources.

1

Demonstrate and provide fiscal responsibility through established financial policies, budgeting practices and financial standards that meet the requirements and benchmarks for financial reporting established by the Governmental Finance Officer Association (GFOA) and the Government Accounting Standards Board (GASB).

2

Implement and execute business processes and operational efficiencies to streamline the delivery of governmental services, including the identification of cost of services, cost recovery policies, and performance measurements.

3

Implement fiscally sustainable initiatives that allow the Town to proactively plan for, recruit, grow and retain top human resources.

4

Implement innovative and integrated technology initiatives to support Town business processes and customer service.

5

Create, pursue, and maintain collaborative partnerships to maximize Town resources and serve our residents.

6

Enhance and protect existing revenue sources while continuously exploring new and diverse options to ensure the Town can adapt to changing economic conditions.

Action Item	Description	Responsibility	Timeframe
Staffing and Process Improvement Study	Consultants to conduct a staffing and operational process improvement study to improve organizational efficiency to include comparable Town i.e., Marketing and Communications Manager and traffic enforcement	Deputy TM	FY26 5yr cycle
Benefit Study Recommendations	Consultants to conduct an Employee Benefit study and analysis to maintain competitive benefits including comparable	Deputy TM	FY25 3yr cycle
Five-Year Financial Projections	Develop five-year financial projects for Town operations, utility subsidies and CIP with consultant assistance	Finance	FY25 annual
Utility Rate Study Modeling	Consultants to update financial projections/model for utility enterprise funds	Finance and Utilities	FY25 Annual review 5yr cycle
Enterprise-Wide Software	Consultant to evaluate best practices and implement enterprise-wide software applications	Deputy TM	FY26 2yr cycle
Cost Allocation and Utility Fee Studies	Consultants to capture costs associated with utilities and other Town code related fees	Finance and Utilities	FY25 5yr cycle
Performance Measurement	Consultants to evaluate ICMA Performance Metrics and implement 3-5 key metrics per department	TMO	FY25 annual
Update Financial Policies	Current policies need to be updated to modernize with consultant assistance	Finance	FY26 annual

Economic Vitality

The Town of Cave Creek will maintain its unique character and identity while seeking low impact development that supports the community's economic sustainability. The Town will foster economic development programs and strategies that recognize that the quality of life for our residents is also key to our economic success.

1

Ensure Town services are continually streamlined, efficient, customer focused and responsive to support appropriate residential and business growth, and the long-term success of existing local businesses and residents.

2

Continually update and refine the long-range planning vision using the General Plan and other documents which incorporate resident and stakeholder input to provide a roadmap for overall economic development, infrastructure, and budget planning.

3

Target economic development pursuits that encourage recreation, tourism, build demand for supporting existing businesses and/or generate additional revenues.

4

Nurture and support existing businesses and entrepreneurial efforts in the Town.

Action Item	Description	Responsibility	Timeframe
Town Core Plan	Update the current plan to include walkability, pedestrian safety, traffic calming, parking, etc.	DSD	FY24 10yr cycle
Software Integration	Integrating plan review and permitting software to improve permitting process (tied to enterprise wide)	DSD	FY25 As needed
Business Roundtable	Develop business roundtable forums to improve relationships and communication with businesses	TMO	FY25 Semi annual
State Trust Land Master Plan	Evaluate options for purchase	DSD	FY25 once

Safe and Vibrant Community

The Town of Cave Creek will update, support, and provide policies, programs, and events that sustain our vibrant, unique, and authentic community. Our community can come together to celebrate and preserve its culture and history while enhancing its quality of life. Sustainable relationships with the community will be cultivated through resident and business engagement, outstanding customer service, with clear and accessible communication.

1

Promote public safety services, community relationships and creative programs that ensure a safe community thru best practices.

2

Preserve, conserve and promote the historic and cultural identity/resources that reflect the values and traditions of our community.

3

Support and create public/private partnerships with community organizations.

4

Ensure community engagement through continuous focused outreach and strategic utilization of various communication methods.

5

Foster Town wide initiatives, policies and Town codes that support a clean, well-maintained and sustainable community.

6

Promote and support diverse recreational activities and events that serve all ages, abilities and interests. Support and collaborate for the lawful and respectful use of parks, trails, community facilities and public art within our community to further the quality of life.

Action Item	Description	Responsibility	Timeframe
Wildland/Urban Interface (WUI)	Evaluate, update community WUI plan and implement best practices for improving fire preparedness	CRR	FY25 2yr cycle
IGA w/DMFD for 2nd Station	Fund/Implement Westside Emergency Services	CRR	FY26 once
Fire Service Infrastructure	Evaluate water system capabilities	CRR	FY25 2yr cycle
Pedestrian Safety Study and speed control	Implement MAG Safety Study recommendations – phasing plan	ENG	FY25 Annual
Traffic Calming	Implement strategies for neighborhood traffic calming procedures	ENG	FY25 Annual
Water Conservation	Focused community outreach and education	Utilities and Communications	FY25 Annual
Dark skies	Explore dark sky policy implications for the Town	DSD	FY25 once
Land Preservation and Conservation	Create policies and procedures to explore options i.e., easements, purchases, etc.	DSD	FY25 once
Town Ordinance and Code Review	Review 3-5 Chapters for review, evaluation and updating.	TMO	FY25 annual

Innovative and High Performing Organization

The Town of Cave Creek strives to be a preferred employer by fostering an inclusive culture and a safe working environment that attracts and retains a high performing and engaged workforce. The Town is committed to providing outstanding and valuable service.

1

Prioritize the well-being and safety of team members by ensuring a culture that creates a physically and psychologically safe and supportive environment for all to thrive.

2

Create and maintain a culture of ownership and empowerment. Ensure employees have the necessary resources to perform their roles and provide excellent, effective and efficient customer service.

3

Create a professional, value-oriented, accountable, and responsive work environment with opportunities for mentoring, coaching, education, advancement, and job fulfillment.

4

Develop training, systems, and policies to improve governance and teamwork between the Mayor and Council, the Town Manager, the Leadership Team, Town Staff and the various boards and commissions.

5

Implement initiatives that enhance communication, collaboration, and transparency for Town employees.

6

Establish clear expectations for all employees and volunteers of the Town.

Action Item	Description	Responsibility	Timeframe
Employee Training Needs Assessment	Identify required/mandated training and integration into LMS	Deputy TM	FY26 annual
Employee Training Programs	Identify online, in person and partnering training opportunities.	Deputy TM	FY26 2yr cycle
Vision, Mission, and Core Values	Revise current statements to reflect Town's priorities and organizational values w/New TM using consultants	TMO	FY25 As needed
Governance Expectations and Evaluation System	Develop expectations for Town Manager and Council support of the Manager	TMO	FY24 2yr cycle
Website	Update Town website, using best practices, with consultants	Deputy TM	FY25 On-going
Process Improvement	Implement process improvement training for Town employees	TMO	FY24 annual
Personnel Manual	Benchmark and update human resource policies and procedures	Deputy TM	FY25 As needed

Infrastructure

The Town of Cave Creek will strategically plan, implement, and maintain current and future infrastructure and facilities which support the community's quality of life and economic viability to protect our environment.

1

Follow best practices to maintain the efficiency and operability of existing underground and aboveground infrastructure and facilities.

2

Identify programs and technologies that capture information and resources to promote data-driven decision making. Optimize practices to ensure the sustainability of existing infrastructure and facilities.

3

Continue long-term planning, prioritization and investment strategies for future infrastructure and facilities that improve the quality of life for the community while being affordable and sustainable.

4

Optimize responsible water and wastewater management policies and practices.

Action Item	Description	Responsibility	Timeframe
Integrated Utilities Master Plan	Evaluate the implications of the plan and create a phasing and funding model	Utilities	FY25 annual
Phoenix Water Interconnect	Construct and complete planned improvements.	Utilities	FY26 once
Update Pavement Management Plan	Develop new schedule for implementing plans and funding	PW	FY26 annual
Rancho Manana Water Loss	Evaluate and implement solutions for eliminating or reduce waste – IUMP recommendations	Utilities	FY26 On-going
Town Hall	Evaluate options for redesign and redevelopment of Town Hall	DSD	FY25 5yr cycle

Operationalizing The Strategic Plan

How can operationalizing a strategic plan help you maintain focus? Implementing key community priorities takes discipline and collaboration between the Town Council, the Town Manager, and the Town staff.

The strategic plan will be used to:

1. Develop the operating budget.
2. Consider revisions to capital improvement projects.
3. Execute projects or phases with the existing Master Plans and the General Plan.
4. Inform the Town Council's meeting agenda process by identifying projects that are in the strategic plan.

What specific steps will you take every year to focus your strategic efforts?

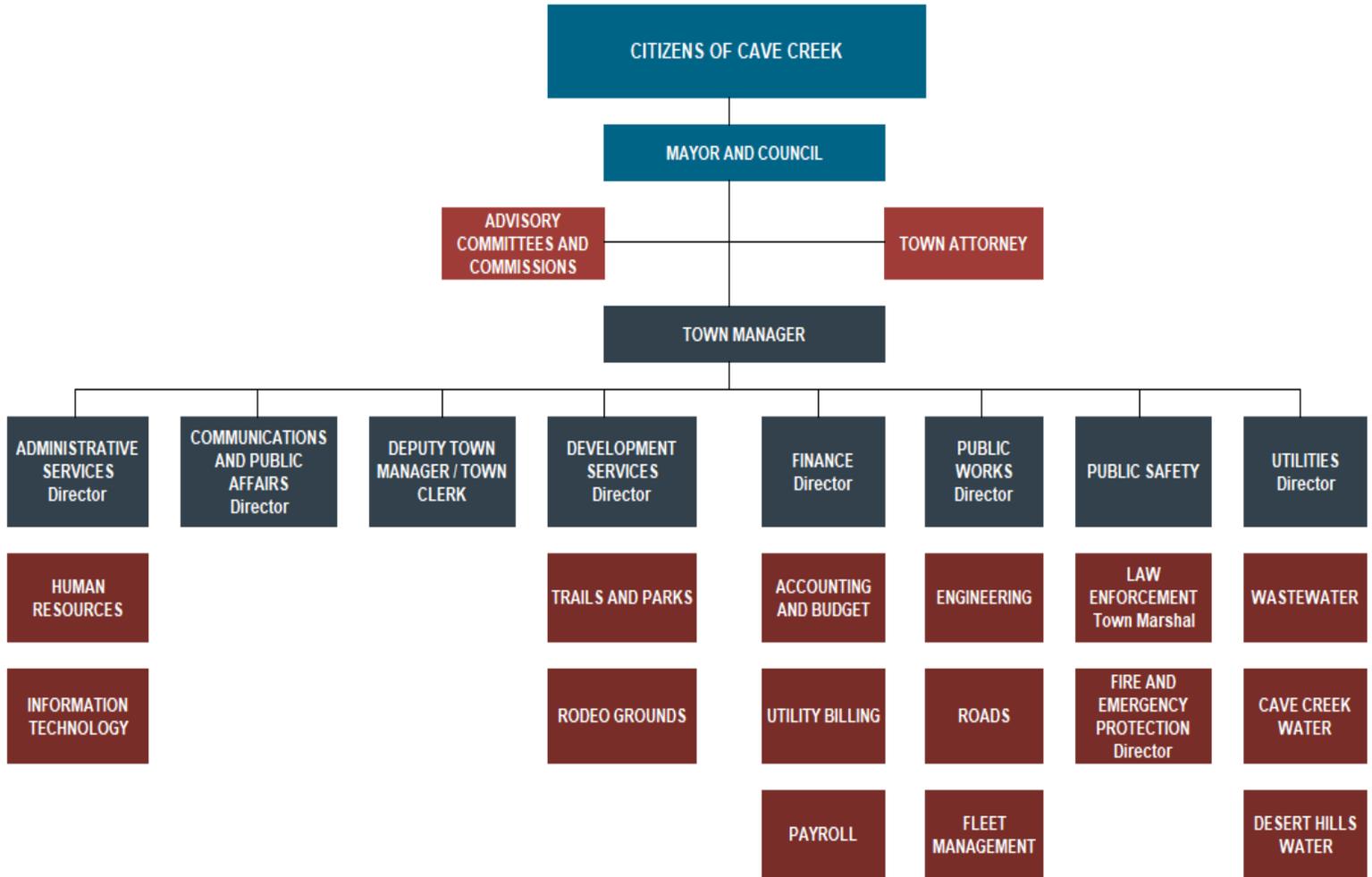
1. The strategic action plan will be updated annually during the retreat process.
2. The Town Council and the Town Manager commit to making sure that staff has the time and resources to complete the projects in the plan.
3. If new project(s) are added to the strategic plan after it is approved during the fiscal year, the Town Council will work with the Town Manager to determine what project(s) currently in the plan need to be reprioritized and moved to a future fiscal year.
4. Changing external conditions that require immediate action (new projects) after the strategic plan is approved, again, the Town Council will work with the Town Manager to determine what existing project(s) will need to be reprioritized and moved to a future fiscal year.





Annual Budget FY 2024 - 2025

Organizational Chart





Annual Budget FY 2024 - 2025

A Brief History of the Town of Cave Creek

The Town of Cave Creek was incorporated as a self-governing community in 1986. The Town is named for the Cave Creek Wash, a stream that originates in the remote areas about 25 miles to the north. It flows through the Town and continues south into Phoenix. The stream derives its name from a high, overhanging bluff along its west bank that forms a wide open-mouth cavern north of the Town's Historic Town Core.

Native Americans were living in these foothills long before any Europeans came. Various tribes of prehistoric Native Americans came into the area periodically to hunt game and gather wild foods. The Hohokam settled permanently in small villages along Cave Creek Wash and nearby springs to irrigate their fields. They occupied the land from about 800 A.D. until 1400 A.D. and left the area due to a changing climate. They left behind the crumbling remains of their irrigation ditches and the foundations of their small houses.

After the departure of the Hohokam, the Tonto Apache claimed the land. The Tonto's did not build villages but roamed central Arizona in small groups from their homeland in the Tonto Basin east of the Verde River. Their dominance over the land was ended by events elsewhere.

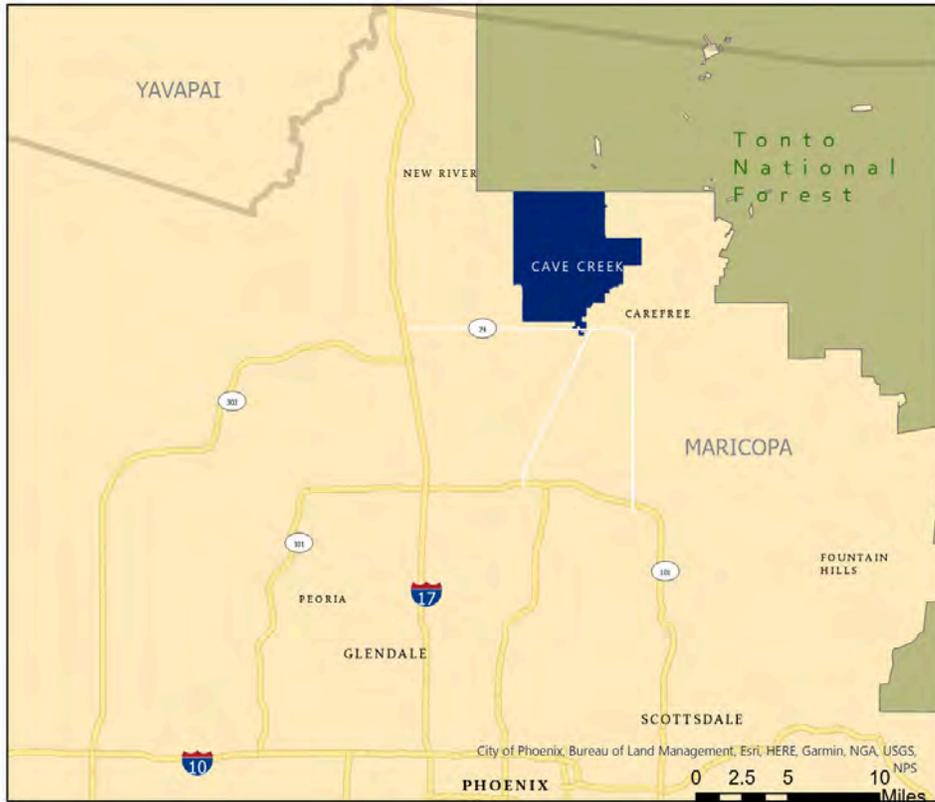
The discovery of gold in California in 1848 brought thousands of miners to the West. In 1863 central Arizona had its turn at gold rush days. As prospectors explored mostly eastward from California, the Tonto's resisted their influence and raided their mining camps. To protect the miners, the U.S. Army established Fort McDowell in 1865 on the west bank of the Verde River.

The Town of Cave Creek can trace its beginnings to the Army's decision. In 1870, following a Native American trail through the Cave Creek area, the military forces built the first wagon road through present Town of Cave Creek. This road connected Fort McDowell with Fort Whipple at Prescott. In 1873, Cave Creek Road was built from the small village of Phoenix northward to join the Army's Road near the flowing springs on the east bank of Cave Creek Wash.

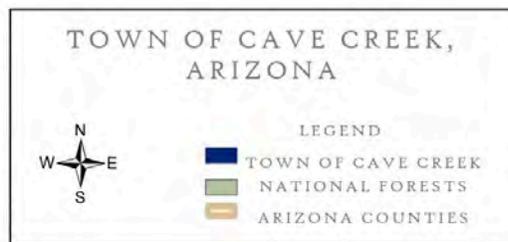


Annual Budget FY 2024 - 2025

Town Profile



2024-2025 BUDGET



Cave Creek is a dynamic, safe, and well-maintained community where growth and preservation are balanced, and public needs and challenges are met. Containing a population approaching 6,000 residents within an area encompassing approximately 38 square miles, the rugged and natural beauty of the Southwest can be admired and enjoyed anywhere in Town.

Cave Creek citizens are focused on maintaining the western heritage that is defined by our passion for open space and low-density residential development. We promote outdoor lifestyles such as equestrian, hiking and biking activities. Dramatic views, trails, open spaces and wildlife habitats are the hallmarks of the quality of life we seek and desire to protect. We also desire to encourage our artistic community. Cave Creek's trails weave through picturesque Sonoran residential neighborhoods, connecting pedestrians to County and Federal parks and preserves nearby, as well as the Town Core. Average residential lot sizes tend to be 2-plus acres, with public access to approximately 50 miles of non-motorized trails. Town Core entertainment draws a dynamic crowd and features Southwestern architecture, foodie-friendly culinary delights (and good old-fashioned country-cooking), plenty of live entertainment, and an assortment of artist studios and galleries. Cave Creek; a place for Southwestern enjoyment!

Government

Cave Creek has a Council – Manager form of government. Council consists of a Mayor and six Council members. The Town Manager manages the day-to-day operations of the Town's utility services, engineering & public works, development services, finance, municipal clerk, and public safety with the support of Department Directors. The Town also hosts the consolidated magistrate court for the Town of Carefree and Town of Cave Creek.

Attractions

Cave Creek is a lively, adventurous, and pedestrian-friendly nature-lovers town. Ideal weather from autumn through spring allows for many outdoor events which include art festivals and specialty gatherings like *Hidden in the Hills* (artist studio tours) and ongoing live music and entertainment set within casual Sonoran spaces. Many of the events hosted within the Town are volunteer-powered and the proceeds raised go to support valued community causes. The Town of Cave Creek is also a volunteer and charity-driven community with many resident- fueled groups, nonprofit organizations and community-driven initiatives such as Cave Creek Rodeo Days. Others among them include the Desert Foothills Library, Foothills Caring Corps, Foothills Food Bank, and the Cave Creek Museum.

If buzzing crowds and evening wildlife isn't your cup of tea, then one can appreciate the quiet enjoyment Cave Creek's expansive outdoor spaces have to offer; lace up your hiking boots or oil up the chain on your mountain bike and hit the trails for a desert adventure in the foothills, unlike any other. Although trails with heaviest traffic are maintained by paid contractors, much of the more remote trails are cared for by resident-volunteers and groups like the Desert Foothills Mountain Bike Association.

Feeling lucky? For the more daring visitor Cave Creek has at least two local horseback tour guide outfitters that can accommodate all ages alike, for an unequalled view of the desert while on the back of a trail-horse. Horseback riding and western living is a way of life for many in Cave Creek and an attraction that brings visitors to the area from around the globe.

Cave Creek boasts three crown jewels when it comes to open space preserves: Cave Creek Regional Park, Desert Awareness Park, and Spur Cross Ranch Conservation Area (totaling approximately 2,720 and 2,200 acres, respectively). Spur Cross Ranch Conservation Area (SCRCA) was purchased by the Town, Maricopa County and the State; the Town's portion was funded through a voter-led and approved tax. SCRCA serves as the "front porch" to the Tonto National

Forest preserve and is also where Cave Creek Wash enters the Town's boundary. Cave Creek Regional Park is owned and managed by Maricopa County Parks and contains a multi-purpose nature center, campgrounds, and guided tours of ancient petroglyphs and geological sites of intrigue.

Economy

The Town of Cave Creek does not currently levy a property tax to its residents, rather it relies on sales or transaction privilege taxes generated from commerce. Even with economic limitations which occurred last decade, the Town has leveraged commercial development by being selective with granting entitlements to commercial developments that fill a void in our community, through the goods and services they provide. Cave Creek strives to be a community where all its resident's needs can be met within the municipal boundary. This is a lofty goal for a small town, but if there is one lesson that the history of the Town teaches us— it is that no goal is unattainable.

According to Maricopa Association of Governments (MAG) Commute Shed data, there are approximately 4,000 employers totaling more than 106,000 jobs within a 30-minute commute radius of the Town of Cave Creek. The top six (6) employers within the Town of Cave Creek, per current MAG employer data (<https://geo.azmag.gov/maps/azemployer/>), are Walmart with over 300 employees, Dos Amigos Investments with 100 employees, Sprouts Farmers Market with 70 employees, Harold's with 70 employees, Desert Creek LLC with 60 employees, and Jessco Electric with 60 employees.

Financial

The Town of Cave Creek has seen an increase in State shared revenues as well as an increase in sales tax revenues due to a broadened retail base. Coupled with increased construction taxes due to the upward trend in new builds in both residential and commercial uses, progress has been made to establish a more stable and long-term revenue while maintaining a rural, low-density lifestyle. Cave Creek will continue to carefully examine capital projects as they align with the long-term goals of the community.

Health and Safety

Cave Creek is prime for those pursuing a healthy lifestyle; outdoor recreation and appreciation of our environment are part of the Town's core personality. The low-density lifestyle is unparalleled and affords residents here a sense of calm and tranquility most times of the year. Nearby spas, wellness centers and farmers markets also contribute to the Town's general wellbeing.

Law enforcement is provided through a master contract with the Maricopa County Sheriff's Office, and the support of a Town Marshal. Emergency Fire and Medical Services are provided through a comprehensive Inter- Governmental Agreement (IGA) with the Daisy Mountain Fire and Medical District. This agreement has allowed for the Town of Cave Creek to be admitted into the regional automatic-aid response system. The IGA also addresses current emergency service levels and ongoing items needed to increase the fire and medical service infrastructure. A Micro-Hospital is now open for operations in Cave Creek, which can provide the community with convenient follow-up emergency care and additional health services.

Utilities

The Town of Cave Creek provides wastewater services to properties within the Town's municipal boundary. The Town also provides water services to properties both within and beyond Cave Creek's jurisdiction. In 1993, the Town purchased the Cave Creek Sewer Company to provide wastewater services within the Town Core. In 2010, a new wastewater treatment facility was constructed at 44th Street and Carefree Highway to allow the wastewater system to be expanded and provide service to more properties, including commercial sites along Carefree

Highway. The associated sewer collection system is available to properties within the vicinity of Cave Creek Road and west along Carefree Highway to 44th Street. As of January 2024, the Town's wastewater collection system has 931 active accounts, of which 760 are residential or multifamily.

The Cave Creek Utilities Department serves water customers within the Town of Cave Creek and unincorporated areas of Maricopa County to the west of Cave Creek. In 2006, the Town acquired the assets of the Desert Hills Water Company, located directly west of the Town's municipal limits. In 2007, the Town acquired the Cave Creek Water Company and incorporated both water operations into the Town's municipal services. In 2021, Carefree started the process of separating the water system that is physically located within their municipal boundary. By the end of 2023, Carefree transitioned 526 accounts from Cave Creek supplied water to Carefree. It is anticipated that the remaining 20+ accounts will be transferred to Carefree within 2025.

At this time, the Cave Creek water system is only supplied with treated Central Arizona Project (CAP) surface water. The Desert Hills area is served by three groundwater wells and treated surface water from Cave Creek. CAP surface water is used to provide blending for naturally occurring arsenic in the groundwater. As of January 2024, the Town provides water service to approximately 2,873 active accounts through the Cave Creek water system and 1,826 through the Desert Hills water system. Additionally, the Town has a small number of residents that receive hauled water from two water standpipes, one located in Cave Creek and the other in Desert Hills. Within both the Cave Creek and Desert Hills service areas, there are many homes and businesses with private wells that are not connected to the Town's water systems.

Electricity is provided through Arizona Public Service Company, Natural gas is provided on a limited basis by Southwest Gas Corporation, Telecommunication is provided by CenturyLink and Cox Communication.

Quick Facts

Population (2023)	5,239		
Years of Age:	Under 19 -	15%	Gender: Male 47.5%
	65 +	33%	Female 52.5%
Education Level:	High School Graduate	18%	
	Associate Degree	28 %	
	Bachelor's Degree	51%	
			Median Household Income: \$90,824
Household Income:	Less than \$49,999	28%	
	\$50,000 - \$99,999	25%	
	\$100,000 - \$199,999	28%	
	\$200,000 or more	19%	
Land Area	37.91 square miles	Elevation Range	1804 – 3924 feet
	Form of Government	Council / Manager	



Annual Budget FY 2024 - 2025

Budget Development Process

Initial Processes and Guidelines

The Town's FY 2025 budget process began in November with a Strategic Planning work session that included Town Council and the Town Management Team. The Council identifies critical priorities for the upcoming fiscal year guided by input from their constituents throughout the year.

The outcome of the Strategic Planning session was five Focus Areas:

- Fiscal Sustainability
- Economic Vitality
- Safe and Vibrant Community
- Innovative and High-Performing Organization
- Infrastructure

For each of these Focus Areas, Council and the Management Team establish goals and set objectives for the next fiscal year. These focus areas, goals and strategies from the Strategic Plan provide the initial framework to guide management and staff on the budget priorities for the upcoming fiscal year.

The budget for the Town of Cave Creek is based on a fiscal year beginning July 1st and ending June 30th and is developed using a conservative approach. Both historical data and Department Director input are used to estimate revenues, expenditures, and trends in each department. The Finance Department will send out budget guidelines and worksheets to all Department Directors so they can begin assessing the needs, current conditions, and service level standards of their departments. The Finance Department also begins preparing revenue forecasts, which are continuously updated through budget adoption in June.

In December, Department Directors submit their initial five-year capital improvement program (CIP) project requests. Department Directors begin prioritizing projects or needed equipment and submit these requests to the Finance Department. The project description, justification, Town strategic plan goal, and sources of funding are submitted by Department Directors for each project. The Finance Department then compiles a preliminary CIP program report for Town Council discussion and approval. Once approved, year one of the CIP is included in the upcoming fiscal year budget.

In February, Department Directors develop and build their budget and formulate next year's request at the line-item level, as well as project current year-end estimates. This information is compiled on a program level and an overall department level for review and analysis.

Budget Review and Adoption

In March, once departments have submitted their budget request for personnel, contracts and services, commodities, and capital, Finance staff compiles the Department Director requests. These requests are analyzed in relation to projected revenue forecasts to determine the adequacy of financial resources. Upon completion, a preliminary budget is submitted to the Town Manager for review. Budget review meetings are held, and Department Directors present their budget to the Budget Review Committee to discuss their requests and make necessary adjustments to ensure needed services are provided and the budget is balanced.

By State statute, the budget for the Town of Cave Creek must be balanced. This means that expenditures may not exceed anticipated or available financial resources. While debt may be incurred for the purpose of long-range capital improvements, it may not be used for ongoing operations.

In April and May, open house sessions are held for public input on the budget. Budget Work Sessions are then held with the Town Council at which time the Town Manager, Finance Director and Department Directors explain the budget recommendations and underlying justification for their requests. At this time the Council may request adding new items for consideration, as well as amending or removing existing staff recommended budget items. The public is welcome to attend and give input. Upon Council's revisions to the Town Manager's recommended budget, Finance compiles and finalizes the proposed Tentative Budget.

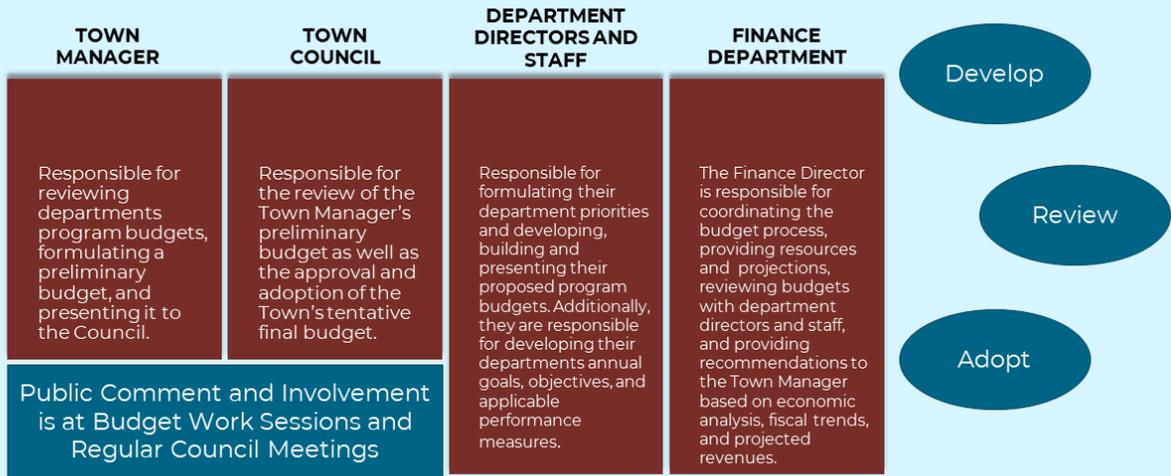
In May, the Tentative Budget is presented to Council at a regular Council meeting for adoption at which time the public is once again welcome to attend and give input. The Tentative Budget sets the expenditure limitation for the fiscal year. Once adopted, the Tentative Budget is published in a local newspaper along with the notice of the final budget adoption meeting and public hearing and placed on the Town's website.

In June, the public hearing is held for the Final Budget and the Final Budget is adopted. The adopted budget is then submitted to the Arizona State Auditor General's Office and posted on the Town's website.

Throughout the year the Town Manager monitors departmental objectives in relationship to overall Town goals, and each Director monitors their budgets, which are also overseen by the Finance Director.

BUDGET ROLES AND RESPONSIBILITIES

All Department Directors, Managers and Supervisors within the Town of Cave Creek are involved in the budget development process.



USE OF CONTINGENCY/RESERVES

The use of contingency/reserves is defined in the Town's financial policy. Use of reserve funds will be approved during the budgetary process. All requests for use of contingency funds will require justification and an explanation of the fiscal impact which is reviewed by the Town Manager, Town Attorney, and Finance Director before being presented to Council for approval.

Contingency or reserves are required:

- To offset unexpected revenue shortfalls
- To maintain service levels when expenditures increase
- When unanticipated and/or inadequately budgeted capital projects are approved by Council

FUND BALANCE

The Town of Cave Creek operates under a balanced budget requirement per State statute, but this does not mean that revenues must equal expenditures. The beginning fund balance can be added to revenues to cover expenditures, or revenues can cover expenditures and grow the fund balance. As a sound management and financial practice, the Town has established a goal of not budgeting fund balance to support long term, ongoing expenditures, but alternatively using available fund balance to support one-time projects and activities to reduce the need for issuance of debt. A strong and healthy fund balance is important to ensure the Town can cover unanticipated drops in revenue or increases in expenditures.

BUDGET ADJUSTMENTS

Per Arizona law, total expenditures cannot exceed the final appropriation after adoption of the tentative budget. The Town Council can amend the total appropriations for an individual fund; however, when one fund's total appropriation increases, another fund's total appropriation must decrease by an equal amount. The Town adopts a budget by department for the General Fund and in total by fund for all other funds. As such, General Fund department budgets and fund budgets for all other funds cannot be exceeded without Town Council approval. Because detailed budgets are considered by the Town to be a planning tool and a guide for Department Directors, departments should have some degree of flexibility in establishing and adjusting such

detail including major expenditure categories. To provide such flexibility, the following budget amendment and transfer of funds between budget line items and departments shall apply:

- Transfers between funds shall require the recommendation of the Town Manager and formal action by the Town Council.
- Transfers between departments require the recommendation of the Town Manager and formal action by the Town Council.
- Transfers between line items within each major expenditure category shall be permitted upon recommendation of the Department Director and approval by the Town Manager.
- Transfers between the operating and capital major expenditure categories shall be permitted upon recommendation of the Town Manager and formal action by the Town Council.
- Transfers between the line items or major expenditure categories to fund additional personnel or increases in full-time equivalent count shall require the recommendation of the Town Manager and formal action by the Town Council.
- Transfers from contingency or reserve funds require the recommendation of the Town Manager and formal action by the Town Council.

Although there were several changes from the release of the tentative budget book until the tentative budget vote by Town Council, there were no changes from the proposed tentative budget to the approved final budget.



Annual Budget FY 2024 - 2025

Budget Calendar

2024-2025 Budget & CIP Development Calendar			
Date	Day	Description	
MARCH 2024			
3/4/2024	Monday	* Departments' operating budget due to Finance.	Department Directors
3/5-3/7/2024	Tue. Wed. Thr.	* Town Manager meetings with Department Directors to discuss budget requests.	Town Manager & Department Directors
APRIL 2024			
4/2/2024	Tuesday	* 5:00 PM - 7:00 PM Open house for public input on the budget.	General Public
4/3/2024	Wednesday	* 3:00 - 6:00 PM Town Council worksession on Five-Year Capital improvement Plan.	Council, Town Manager, Dept. Dir., & Public
4/3/2024	Wednesday	Draft budget book due to be available to all	Finance Director
4/4/2024	Thursday	* 9:00 AM - 11:00 AM Open house for public input on the budget.	General Public
4/8/2024	Monday	* 3:00 PM - 5:00 PM Town Council budget review worksession.	Council, Town Manager & Department Directors
4/9/2024	Tuesday	* 3:00 PM - 5:00 PM Town Council budget review worksession.	Council, Town Manager & Department Directors
4/10/2024	Wednesday	* 3:00 PM - 5:00 PM Town Council budget review worksession, if needed.	Council, Town Manager & Department Directors
4/22/2024	Monday	Tentative budget book due to Town Council	Finance Director
MAY 2024			
5/20/2024	Monday	* Adopt tentative budget. (A.R.S. 42-17101)	Council
5/21/2024	Tuesday	* Post tentative budget (Schedules A-C) on website and keep it posted for at least 60 months. (A.R.S. 42-17105)	Finance Director
JUNE 2024			
6/3/2024	Monday	* Hold public hearing on final budget. Following the hearing, convene a special meeting to adopt final budget. (A.R.S. 42-17105)	Council
6/4/2024	Tuesday	* Post entire final budget (Schedules A-C) on website (A.R.S. 42-17105) and submit to the Auditor General's Office.	Finance Director
JULY 2024			
7/1/2024	Monday	* Beginning of Fiscal Year 2024 - 2025.	Council



Annual Budget FY 2024 - 2025

Budget Document Guide

Basis of Budgeting

This budget document was prepared with two major objectives in mind:

1. To prepare a fiscal plan for Town Council, Management, and Leadership which encapsulates their Strategic goals and objectives in providing quality services at a reasonable cost for the community.
2. To present an easy-to-read document that presents projected revenue, approved expenditures, and anticipated activities for FY 2025.

The Town of Cave Creek follows the distinguished budget presentation guidelines as presented by the Government Finance Officers Association (GFOA). Given the constraints of a smaller, mid-sized community, this budget document is intended to serve as:

1. A Financial Plan
2. A Communication Device
3. An Operational Guide
4. A Policy Tool

With this budget, the Town of Cave Creek has continued efforts to improve its communication and collaboration with the public, so we may present a clear and straightforward financial report to our community.

- **A Financial Plan**

The Town's fund structure, fund types and department fund relationships are identified and shown as they relate to the budget document. The Town's financial policies are described and presented and are followed by the financial overview section which shows the summary of revenues and expenditures by fund and department. The department budgets follow and include fund and/or department descriptions, accomplishments, goals, and objectives and detailed revenues and expenditure/expense information followed by expenditure by use, capital expenditures by project, and authorized positions summary tables.

The Town of Cave Creek uses the modified accrual basis of accounting for maintenance of general governmental fund types, where revenues are recorded when measurable and available to finance expenditures in the current fiscal year. Available is defined as collectible within the fiscal year, or soon thereafter, and utilized to pay current period liabilities. Other than principal and interest on long- term debt, expenditures are recognized in the accounting period in which the liability was incurred.

Enterprise Funds also recognize expenses as encumbered when a commitment is made (e.g., through a purchase order). Revenues, on the other hand, are recognized when they are obligated to the Town (for example, Wastewater user fees are recognized as revenue when service is provided).

The Annual Comprehensive Financial Report (ACFR) presents the status of the Town's finances based on generally accepted accounting principles (GAAP). In most cases, this conforms to the way in which the Town prepares its budget with the following exceptions.

1. Compensated absences liabilities that are expected to be liquidated with expendable available financial resources are accrued as earned by employees GAAP basis as opposed to being expended when paid on a Budget basis.
2. Sales tax revenue is accrued in the period earned on a GAAP basis and is recorded when cash is collected on a Budget basis.
3. Principal payments on long-term debt within the Enterprise Funds are applied to the outstanding liability on a GAAP basis, as opposed to being expended when paid on a Budget basis.
4. Capital outlays within the Enterprise Funds are recorded as assets on a GAAP basis and expended on a Budget basis.
5. Depreciation expense is recorded on a GAAP basis only.

The Annual Comprehensive Financial Report (ACFR) shows fund expenditures/expenses and revenues on both a GAAP basis and Budget basis for comparison. The FY 2025 budget document also includes sections regarding the Town's Personnel Schedule, 5-year Capital Improvement Plan, Official City/Town Budget Forms, and Glossary.

- **A Communication Device**

Within this budget, the Town aimed to include straightforward department narratives and sought to incorporate graphs for further explanation and emphasis where needed. The tentative as well as the final adopted budget are available for public review on the website: Budget | Cave Creek, AZ - Official Site (cavecreekaz.gov).

- **An Operational Guide**

Each department page lists FY 2022 Actuals, FY 2023 Actuals, FY 2024 Adopted Budget, FY2024 Estimated Actuals and FY2025 Proposed Budget.

These expenditures are summarized in the following categories:

1. Personnel & Benefits - Includes wages, overtime, employee-related expenses, and fringe benefits.
2. Contracts & Services - Includes advertising, professional services, telephone, non-professional services, employee training & memberships, electric, water, sewer, and trash, maintenance, equipment, equipment maintenance, and rental of land & buildings.
3. Commodities – Includes postage and copier charges, computer equipment and software, subscriptions, supplies, fuel and oil, and repair and maintenance charges.
4. Capital Outlay - Includes land, building, and infrastructure improvements as well as equipment and vehicle purchases.
5. Debt Service - Includes all principal and interest payments associated with Town debt and Water Infrastructure Finance Authority (WIFA) loan payments.

6. Other Financing Uses - Includes all transfers out between Town departments and funds as well as any contingency reserves.

- **A Policy Tool**

The Town Council established specific strategies to achieve their goals through policy decisions as noted in the Town Manager's Message as well as the Strategic Plan. Following the Town's FY 2025 Financial Overview, each department is presented and includes the following sections:

1. General Information - which provides department description, overall accomplishments, upcoming goals and objectives, and any significant changes.
2. Department/Fund Detail - which provides and applicable revenue for the presented fund, expenditures, capital summary, and authorized position summary information.

Each year, the Town attempts to improve and expand its performance monitoring activities so we may keep an accurate account of our productivity at a department and fund level.



Annual Budget FY 2024 - 2025

Long-Range Financial Planning

Long-range financial planning involves the projection of revenues and expenditures over multiple years and the understanding of the financial impact of economic trends and risk factors on the budget. The Town can attribute its past fiscal stability to its diligence to prudent fiscal policies and practices, conservative revenue and expenditure budgeting, constant evaluation for operational efficiencies, and maintaining adequate fund balances.

The Town of Cave Creek uses conservative financial forecasting when projecting revenues and expenditures for the next fiscal year and years after, keeping in mind end of year actuals, trends, assumptions on economic factors, legislation, and other variables. With the direction of Town Council, this approach has helped the Town to achieve long-term fiscal stability while exceeding service goals and mitigating financial challenges.

The Town's five-year Capital Improvement Plan highlights the Town's long-term capital projects and Town priorities. The funding source for these long-term projects are also reflected as part of the Capital Improvement Plan to show a balanced picture of how the project will be supported. Additionally, the Town carefully analyzes the current capital projects' ongoing costs to ensure long-term sustainability.

The Strategic Plan encompasses three years of planning, growth, and development for the Town. The Strategic Plan was finalized in November 2023, and the Town's long-range financial planning process includes the Town plans to implement strategies in accompaniment with the strategic plan, capital improvement planning process, and budgeting.

The following is a summary of the five-year forecast.

GENERAL FUND LONG-RANGE FORECAST					
	FY2025	FY 2026	FY 2027	FY 2028	FY 2029
Revenues	\$15,420,344	\$14,927,268	\$15,147,662	\$15,379,315	\$15,639,626
Operating expenditures	11,284,333	12,783,410	13,412,891	14,163,599	14,974,862
Net over/(under) operating expenditures	4,136,011	2,143,858	1,734,771	1,215,716	664,764
Capital expenditures	7,295,200	2,737,150	2,293,000	2,026,500	1,955,000
Transfers to Utility Funds	2,636,298	1,704,129	702,025	2,229,579	-
Net over/(under) expenditures/transfers	(5,795,487)	(2,297,421)	(1,260,254)	(3,040,363)	(1,290,236)
Beginning fund balance	30,612,506	24,817,019	22,519,598	21,259,344	18,218,991
Ending fund balance	\$24,817,019	\$22,519,598	\$21,259,344	\$18,218,991	\$16,928,754
Contingency Reserve	\$1,159,359	\$1,161,190	\$1,179,314	\$1,198,493	\$1,218,464

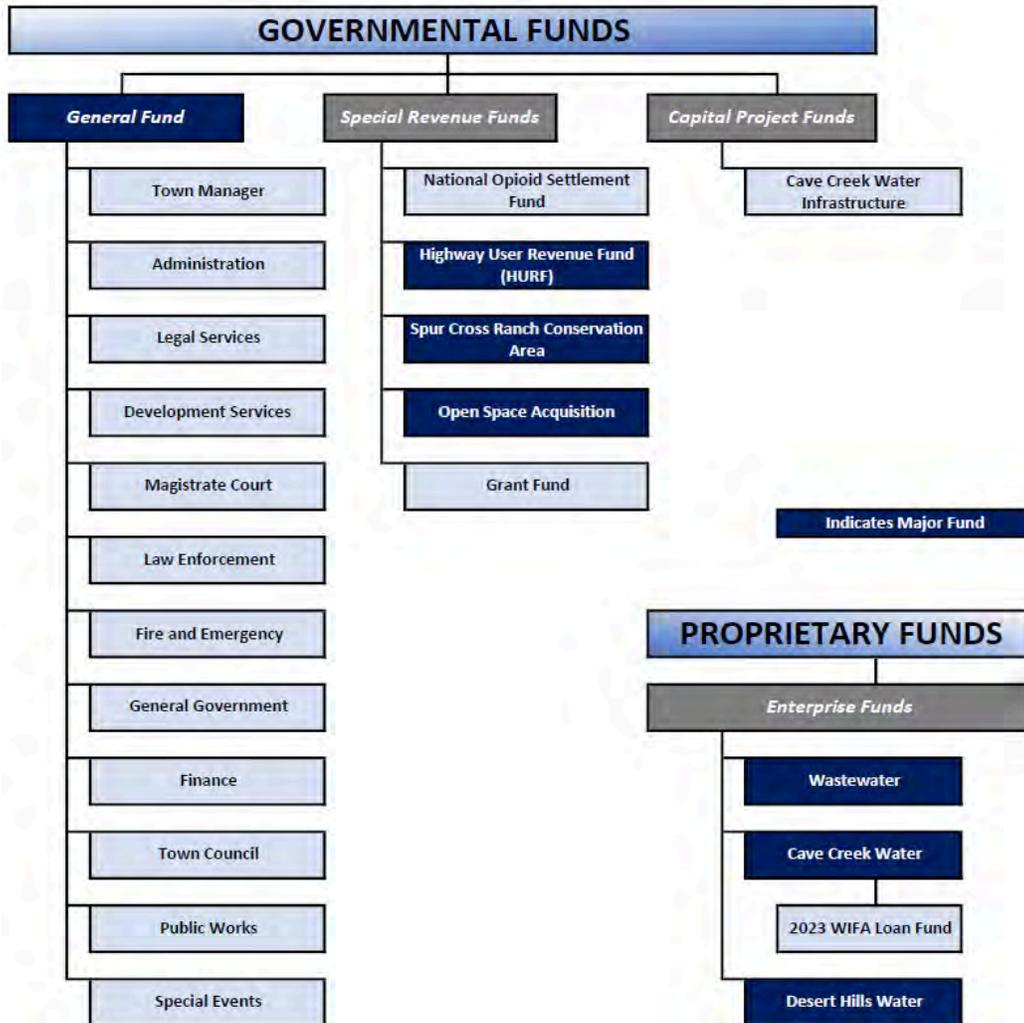
Upcoming capital improvements and transfers to subsidize the Utility Funds are projected to reduce the General Fund's fund balance from \$30.6 million at the beginning of FY 2024-25 to \$16.9 million at the end of FY 2028-29. Utility rates will be reviewed and updated to help reduce and eventually eliminate the need for General Fund subsidies. In addition, a cost allocation plan and user fee study will be completed during FY 2024-25. An analysis of longer-range forecasts will be conducted during FY 2024-25 to determine any other actions to be taken.



Annual Budget FY 2024 - 2025

Fund Structure

The Town uses funds to report its financial position and the results of its operations. Each fund is defined as a fiscal accounting entity with a self-balancing set of accounts which are created and maintained for a specific purpose. This approach is unique to the government sector. The Town's accounting and budget structure is organized into funds and the fund structure conforms to Generally Accepted Accounting Principles (GAAP).





Fund Types

A fund is a group of related accounts that are used to maintain control over resources that have been segregated for specific activities or objectives.

General Fund is the primary operating fund of the Town. It is the general operating fund of the Town and is used to account for the day-to-day operations and services traditionally associated with local government. These operations and services include General Administration, Development Services, General Government, Finance, Law Enforcement, Fire and Emergency Protection, and Public Works. The majority of revenues come from state shared revenues, local sales tax, intergovernmental revenue, licenses and permits, fines and fees, and miscellaneous revenues.

Special Revenue Funds are used to account for the proceeds of specific revenue sources that are legally restricted by statute, code or ordinance to expenditures for specified purposes. The Town's five Special Revenue Funds include National Opioid Settlement Fund, Highway User Revenue Fund (HURF), Spur Cross Ranch Conservation Area, Open Space Acquisition, and Grants. These funds are supported through taxes, grants or other restricted revenue sources.

Capital Project Funds are used to account for financial resources, other than those financed by proprietary funds, to be used for the acquisition, construction, reconstruction, and funding of major maintenance projects related to water or develop open space and trails for public use. The Town's Capital Project Fund is the Cave Creek Water Infrastructure Fund. Transfers from other funds support this Capital Project Fund.

Enterprise Funds are used to account for operations, including debt service, which are financed and operated similarly to private business enterprises. The Town maintains three Enterprise Funds for Wastewater, Cave Creek Water, and Desert Hills Water. The intent is that the services are self-sufficient with all costs supported predominately by user rates, fees, and charges which are periodically reviewed to ensure adequate coverage of necessary expenses.



Annual Budget FY 2024 - 2025

Department / Fund Relationship

DEPARTMENT/FUND RELATIONSHIP															
Fund Type	Fund	Town Manager	Administration	Legal Services	Development Services	Magistrate Court	Law Enforcement	Fire and Emergency	General Government	Finance	Town Council	Public Works	Special Events	Non-Departmental	Utilities
General Fund		X	X	X	X	X	X	X	X	X	X	X	X	X	
Special Revenue Funds	National Opioid Settlement Fund													X	
	Highway User Revenue Fund											X			
	Spur Cross Ranch Conservation Fund				X										
	Open Space Acquisition Fund				X										
	Grant Fund				X			X				X			
Capital Project Funds	Cave Creek Water Infrastructure Fund													X	
Enterprise Funds	Wastewater Fund														X
	Cave Creek Water Fund														X
	Desert Hills Water Fund														X
	2023 WIFA Loan Fund														X

General Fund, Cave Creek Water Fund, and 2023 WIFA Loan Fund are major funds for FY 2025 Budget purposes where the Funds revenues or expenditures, excluding other financing sources and uses, constitute more than 10% of the revenues or expenditures of the FY 2025 appropriated budget.

All Funds shown here are appropriated for in the FY 2025 Budget and are included in the Town's Annual Comprehensive Financial Report.



Annual Budget FY 2024 - 2025

Town Policies

FINANCIAL POLICY SUMMARY		
Policy	Fund	Description
Budget Process	All	Outlines Budget Steps and Terms
Contingency	General Fund	10% of General Fund (01) Sales Tax and State Shared Revenues
	Highway User Revenue Fund (HURF)	10% of Highway User Fund (03) State Shared Revenues
	Wastewater Enterprise Fund	10% of Wastewater Enterprise Fund (40) Sales Tax and State Shared Revenues
Reserve	General Fund	Maintain balance equal to at least 3 (three) months of operating expenses
Debt Management	All	Not to exceed 35% of the Secondary Assessed Valuation of taxable property
	General Fund	General obligations for general municipal purposes not to exceed 6% of net assessed valuation of taxable property
	Additional General Obligations	Additional General Obligations to 20% of net assessed valuation of taxable property

FINANCIAL POLICIES AND PROCEDURES

1. Budget Process Policy

The Town’s Budget is one of the more important responsibilities of the Town Council. The allocation of public resources to provide programs, services and facilities to the Town and community illustrates policy priorities and requires thoughtful consideration of numerous alternatives. The purpose of the Budget Process Policy is to guide the Town through this financial planning work to ensure long-term financial sustainability and adequate planning for necessary infrastructure improvements. The policy is developed in the context of Arizona State Law, Cave Creek Town Code and best practices as promulgated by the Government Finance Officers Association (GFOA).

Financial planning is essential to create a desired future state for town fiscal conditions and programs. Planning involves both policy and operational level components. This policy addresses the policy level framework within which operational fiscal planning will occur.

The overall context for financial planning will be the Town's Strategic Plan. Additionally, the community and the Town Council may provide additional input to the process to the Town Manager related to current priorities.

POLICY DETAIL

Scope: All Town funds and capital improvements.

Definitions (note: a defined term is italicized when used in a definition):

- **Appropriation** - legal limit of expenditure authorized as adopted by the Town Council in the annual budget ordinance.
- **Balanced Budget** - total proposed expenditures shall not exceed total estimated revenue and available fund balances.
- **Budget** - the result of the budget process including the adopting ordinance, the document describing the estimated resources available, allocation of funds and descriptions of programs, services, and projects.
- **Budget process** - an annual effort to collect input, estimate available resources, assemble data and information, analysis for decision making resulting in a recommendation on a budget to the Town Council.
- **Capital expense** - a capital item in the operating budget that does not meet the definition of a capital project (that is it is less than \$50,000, may be recurring in nature and does not necessarily result in an asset to be recorded in the Town's financial records).
- A capital expense is at least \$5,000 and may result in a tangible asset recorded in the Town's financial records.
- Recurring capital expenses will be included in the Town's operating budget (and not the CIP).
- **Capital Improvement Plan (CIP)** - a budget that is exclusively related to unique capital projects. The CIP will be for a term of five (5) years with the first year representing those capital projects that are included in the appropriation approved by the Town Council and authorized to proceed.
- **Capital project** - a project (or series of interconnected projects) that costs at least \$50,000, is non-recurring by nature and results in (a) tangible asset(s) to be recorded in the Town's financial records. A capital project is appropriated for the life of the project (as some take more than one year to complete).
- **Department narratives** - the operational descriptions of Town programs, services, and facilities in the context of Town departments.
- **Goals** - intended outcomes of Town activities. Goals tend to be higher level (outcome oriented) but should be measurable and time limited.
- **Non-recurring capital project** - a capital project that is unique within a given timeframe often construction. Non-recurring capital projects may be broken into phases within the CIP. When an initial phase of a non-recurring capital project is proposed for consideration, the full scope of the project will be described (to the extent possible).
- **Objectives** - accomplishments of steps towards the accomplishment of a goal. Objectives tend to be incremental in nature and can be workload oriented (e.g. number of items processed).
-
- **Operating Budget** - That portion of the Town's adopted budget that represents all but the non-recurring capital projects.
- **Performance measures** - Metrics and related descriptors that identify progress toward goals or objectives.
- **Recurring capital expense** - a capital expense that has a natural recurrence, such as utility infrastructure maintenance, roadway major maintenance or vehicle replacements.
- **Strategic Plan** - the adopted plan of the Town Council which will serve as the broad policy context for Town programs, services, and facilities in development of the budget.

Chronology (note: this policy addresses only policy level elements. Staff elements will be consistent with this policy and will fill in and around this framework.)

1. Review a **draft calendar** describing the intended process, key dates, and a general overview of the opportunities for policy and community input followed by Town Council adoption of the budget calendar.
2. Review of relevant **financial policies** for the purpose of potential edits and discussion.
3. Opportunity for **input** related to Town priorities into the budget process.
4. Development of the **Capital Improvement Plan (CIP)**.
5. Council **adoption of the CIP**.
6. Preliminary **revenue estimates** provided to Town Council.
 - a. Review of utility rates with respect to revenue estimates, CIP, operating budget and debt service commitments.
7. Presentation of **recommended "tentative budget"** to the Town Council by the Town Manager.
 - a. Public hearing on tentative budget.
8. **Council workshops** to review budget content with Town Management.
9. **Adoption of final budget** by Town Council.
 - a. Public hearing on final budget.
10. **Publication** of the adopted Town Budget on the Town's website.

2. Contingency Policy

The purpose of contingency/cash reserves is to a) provide for a minimum cash balance in a fund for the next fiscal year, b) provide the necessary cash to finance future expenditures and capital outlays identified in a Capital Improvement Plan, c) provide cash for emergency and/or unanticipated expenses in the current fiscal year, and d) provide working capital for Town operations between (sales) tax payment periods.

POLICY DETAIL

The Town's annual operating budget shall include a contingency amount in each fund. The contingency amount shall be equal to:

- For General Fund: 10% of General Fund (01) Sales Tax and State Shared Revenues.
- For Highway User Fund: 10% of Highway User Fund (03) State Shared Revenues.
- For Wastewater Enterprise Fund: 10% of Wastewater Enterprise Fund (40) Sales Tax and State Shared Revenues.

3. Reserve Policy

The purpose of the Reserve Policy is to ensure the Town remains a financially stable organization by maintaining appropriate reserves. Adequate reserves position an organization to effectively plan for cash funded needs, maintain its credit worthiness as well as unplanned needs caused by significant economic downturns, manage the consequences of outside agency actions that may result in revenue reductions, and address unexpected emergencies, such as natural disasters, catastrophic events caused by human activity, or excessive liabilities or legal judgments against the organization. The Town's Reserve Policy serves as an important tool to guide the use of Town resources in meeting the Town's financial commitments and provides a framework for addressing unexpected future events in a fiscally prudent manner.

The Town currently budgets for contingencies under establishment of a minimum contingency percentage policy. Contingency application in this policy is to establish expenditure authority that is only to be used in emergencies that would include unplanned needs, like those resulting from natural disasters, catastrophic events caused by human activity, or excessive liabilities or legal judgments against the organization. However, these amounts, and/or their use, will not be from nor reduce the amounts required to be reserved.

The policy is applicable to the General Fund as these represent almost all operating costs of the Town.

POLICY DETAIL

For the General Fund, the Town will maintain fund balance equal to at least 3 (three) months operating expenses (wages, supplies, and services) as reserves that are not restricted in any way for any other purpose. These reserve amounts are non-cumulative and re-calculated every year.

In every budget there will be a report of the Town's compliance with the reserve requirements for the previous, current, and projected years.

If any issue(s) cause the Town to utilize reserve balances, Council will be apprised of the situation in writing as soon as possible. After notifying the Council in writing, a presentation will be made to Council to detail the specifics regarding the circumstances causing the issue and a plan or plan(s) to restore the reserve balances will be brought forward in the current fiscal year. If the issue is anticipated to exist in the next fiscal year, then in the subsequent years' budget there will be a plan that indicates actions that are being taken to restore reserve balances to meet the reserve balance requirements in that fiscal year and/or what future actions are planned to restore the reserve balances in the next two to three fiscal years. These plans may include adjustments to expenditures and/or revenue enhancements that will produce budget surpluses or transfer of excess resources from other funds

4. Debt Management Policy

The purpose of the Debt Management Policy is to ensure the Town remains a financially stable organization by maintaining appropriate policies on debt limits, debt structuring, debt issuance and debt management. Debt management will provide guidance for meeting the Town's capital needs, maintain its creditworthiness, and meet its debt obligations in a way that preserves the public trust and balances costs to current and future residents. This applies to the Town, and not to any current or future special district.

POLICY DETAIL

The Town will comply with Federal and State laws and regulations in every aspect of debt management, including any and all legal debt limits, debt structuring and issuance practices, and debt management issues such as: investment of proceeds, arbitrage, disclosures, full and timely payment, and any other compliance aspect that may arise in the future. The Town will strive to manage debt to ensure that capital needs are met while doing so in a manner that will ensure that the lowest possible costs associated with indebtedness can be obtained.

Debt Limits:

- In general, debt will not exceed the Town's ability to repay the debt.
- The Town will comply with State limitations of debt limiting general obligations for general municipal purposes to 6% of the net assessed valuation of taxable property in the Town.
- The Town will comply with State limitations of debt that limit additional (in addition to the above) general obligations for supplying such specific projects such as water, artificial light, sewers, and for the acquisition and development of land for open space preserves, parks, playgrounds, and recreational facilities to 20% of the net assessed valuation. This would also include projects for public safety, law enforcement, fire and emergency service facilities and streets and transportation facilities.
- Total of all types of debt for the Town will not exceed 35% of the Secondary Assessed Valuation of taxable property.
- Total of all types of debt for the Town will not exceed 125% of the total State debt limit.
- Total principal and interest payments of all types of debt will not exceed 35% of actual revenues.
- Debt covenants regarding revenue will be maintained, for example, all debt backed by general excise taxes will have general excise revenues equal to 200% of related debt service payments; when they aren't, disclosure of, and mitigation will be presented in the annual budget.
- Short-term debt will be lease purchase agreements limited to 3 to 7 years and only considered for debts between \$250,000 and \$500,000; for machinery and equipment, vehicles, and, small

land acquisitions and improvements.

- For capital needs less than \$250,000 the Town will first attempt to fund it out of current resources.

Debt Structuring:

- In order to ensure financial viability and appropriateness the Town will use an independent financial advisor to assist in structuring the debt, for example, recommending the appropriate type of debt, the call provisions, and credit enhancements, etc.
- Debt terms will not exceed 30 years or the life of the asset, whichever is shorter.
- In order to ease financial planning burdens, the Town prefers debt that is a fixed rate, with equal payments.

Debt Issuance:

- In order to ensure financial viability and appropriateness the Town will use an independent financial advisor to assist in the issuance of debt, the process of which can be different for each type of debt. For example, the financial advisor can be used to recommend the method of sale (competitive, negotiated, or private placement), the selection of other financing team members (e.g., bond counsel, underwriter, publisher/printer, paying agent, and trustee), coordinate with credit agencies, assist with election materials, and prepare disclosures.
- The financial advisor can also look at and recommend options for restructuring, refinancing, and advance refunding. These are intended primarily to reduce the Town's debt service costs, manage a rate structure, or to provide future borrowing flexibility.
- Any refunding/refinancing must have a demonstrable net present value savings or have some other significant benefit to the Town.

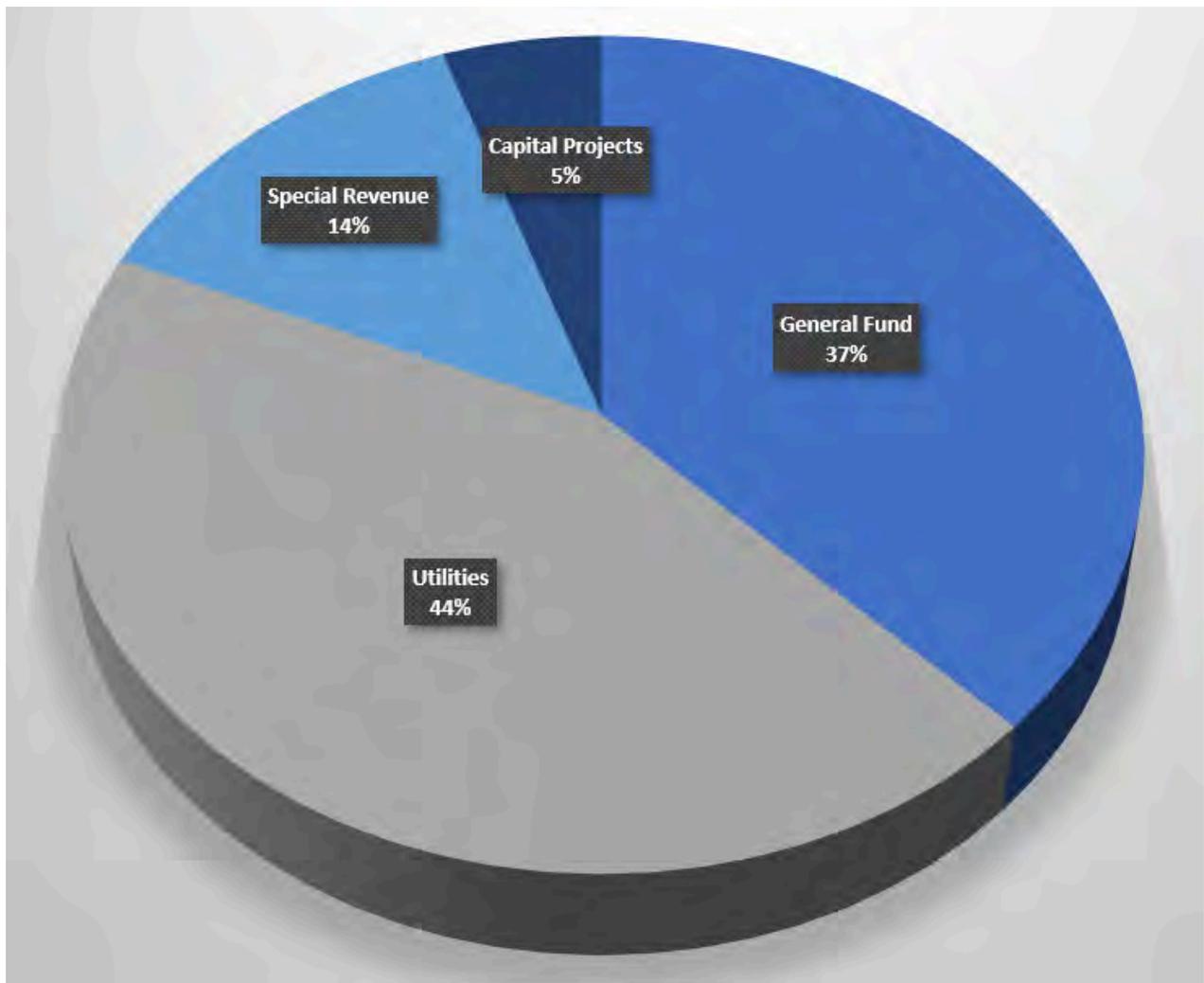
Debt Management:

- The Town will use a financial advisor and/or their recommended service providers to ensure the following are done timely and accurately as needed:
- Disclosure requirements are identified and met.
- Arbitrage rebate monitoring and filing.
- Maintain compliance to relevant Federal and State laws.
- As needed to improve bond ratings, maintain market and investor relations.
- A separate bank/investment account will be used to deposit bond proceeds. Amounts will be drawn only to pay for issuance costs, refunds to bondholders, or reimburse the Town for related capital outlay or to pay vendors for related capital costs.



Annual Budget FY 2024-2025

Summary of Revenues by Fund



Summary of Revenues By Fund

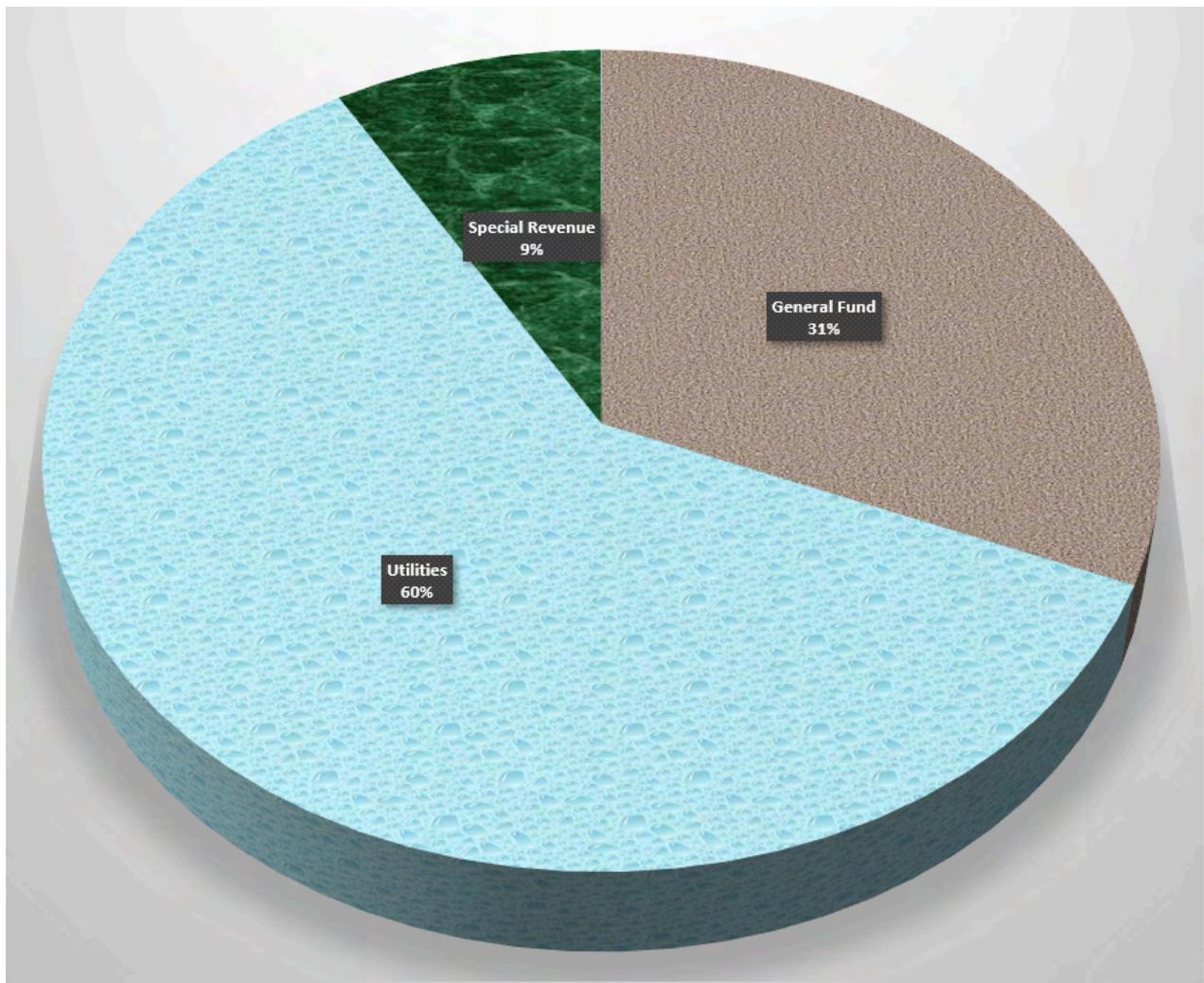
Includes Use of Unrestricted Fund Balance

Description	2021-22 Actual	2022-23 Actual	2023-24 Adopted Budget	2023-24 Estimate	2024-25 Proposed Budget
Unrestricted Fund Balance	-	-	3,581,224	1,406,839	6,954,846
General Fund Revenue	12,971,450	14,098,009	13,753,570	14,744,703	14,490,794
General Fund	12,971,450	14,098,009	17,334,794	16,151,542	21,445,640
National Opioid Settlement Fund	-	10,582	-	22,493	40,949
Highway User Revenue Fund (HURF)	426,049	373,000	634,938	530,000	514,359
Spur Cross Ranch Conservation Fund	1,698,092	1,837,391	1,973,754	2,218,040	1,975,100
Parks and Trails Fund	-	-	35,566	35,566	-
Open Space Acquisition Fund	-	2,958	-	77,100	1,554,695
Grants	17,084	414,737	3,840,000	12,430	3,665,000
Total Special Revenue Funds	2,141,225	2,638,668	6,484,258	2,895,629	7,750,103
Cave Creek Water Infrastructure Fund	-	-	8,443	144,475	2,978,198
Open Space and Trails Fund	-	-	12,366	12,366	-
Capital Improvement Fund	-	-	-	-	-
Total Capital Project Funds	-	-	20,809	156,841	2,978,198
Wastewater	3,024,255	3,208,849	3,466,088	3,603,195	3,559,832
Cave Creek Water	6,651,735	6,028,619	11,601,512	8,864,980	9,227,037
Desert Hills Water	3,177,545	3,173,167	4,458,500	4,503,654	4,545,200
2023 WIFA Loan Fund	-	-	13,190,000	1,637,919	7,887,787
Total Enterprise Funds	12,853,535	12,410,635	32,716,100	18,609,748	25,219,856
TOTAL - ALL FUNDS	27,966,210	29,147,312	56,555,961	37,813,760	57,393,797



Annual Budget FY 2024-2025

Summary of Expenditures by Fund



Summary of Expenditures by Department or Fund

Excludes Transfers Out

Department or Fund	2021-22 Actual	2022-23 Actual	2023-24 Adopted Budget	2023-24 Estimate	2024-25 Proposed Budget
Town Manager	299,984	305,123	342,860	402,040	297,405
Administration	1,110,702	1,153,241	1,735,460	1,459,617	1,341,346
Legal Services	79,622	118,120	350,000	100,000	350,000
Development Services	1,386,161	1,667,958	2,538,840	2,162,285	2,442,680
Magistrate Court	181,954	187,761	196,050	196,040	196,050
Building & Fire Safety			-	-	-
Public Safety - Law Enforcement	1,054,362	1,084,663	1,276,170	1,277,985	1,416,585
Public Safety - Fire Protection	3,635,736	2,834,228	5,610,090	5,568,617	6,063,199
General Government	-	-	-	-	324,649
Finance	638,057	717,070	672,420	751,641	685,363
Town Council	23,242	60,647	127,900	176,900	35,900
Public Works	1,050,794	1,266,121	3,254,570	2,569,595	5,354,856
Special Events	9,251	11,352	68,500	48,796	71,500
Contingency	-	-	1,216,800	-	1,159,359
Total General Fund Departments	9,469,865	9,406,284	17,389,660	14,713,516	19,738,892
National Opioid Settlement Fund	-	-	-	2,972	40,949
Highway User Revenue Fund (HURF)	524,997	309,931	634,938	530,000	514,359
Spur Cross Ranch Conservation Fund	216,000	216,000	216,000	216,000	216,000
Parks and Trails Fund	-	-	35,566	35,566	-
Open Space Acquisition Fund	10,500	363,660	-	-	1,554,695
Grant Fund	17,084	414,737	3,840,000	12,430	3,665,000
Total Special Revenue Funds	768,581	1,304,328	4,726,504	796,968	5,991,003
Cave Creek Water Infrastructure Fund	-	-	-	-	-
Open Space and Trails Fund	-	-	12,366	12,366	-
Capital Improvement Fund	-	-	-	-	-
Total Capital Project Funds	-	-	12,366	12,366	-
Wastewater	3,700,057	4,041,645	4,340,099	4,159,242	4,917,972
Cave Creek Water	5,956,716	7,612,059	12,438,832	10,015,312	14,312,943
Desert Hills Water	4,001,450	3,681,782	4,458,500	3,868,767	4,545,200
2023 WIFA Loan Fund	-	-	13,190,000	1,637,919	7,887,787
Total Enterprise Funds	13,658,223	15,335,486	34,427,431	19,681,240	31,663,901
TOTAL - ALL FUNDS	23,896,669	26,046,098	56,555,961	35,204,090	57,393,797

**Town of Cave Creek
Budget Totals - Expenditure &
Transfers Out**

Department	2021-22 Actual	2022-23 Budget	2022-23 Estimate	2022-23 Actual	2023-24 Adopted Budget	2023-24 Actuals of 3/13/2024	2023-24 Estimate	2024-2025 Proposed Budget
Town Manager	299,984	328,900	272,368	305,123	342,860	258,415	402,040	297,405
Administration	1,110,702	977,600	952,129	1,153,241	1,735,460	961,239	1,459,617	1,341,346
Legal Services	79,622	350,000	109,768	118,120	350,000	50,429	100,000	350,000
Development Services	1,386,161	2,149,500	1,891,607	1,667,958	2,538,840	1,595,960	2,162,285	2,442,680
Magistrate Court	181,954	188,700	188,910	187,761	196,050	145,112	196,040	196,050
Public Safety - Law Enforcement	1,054,362	1,104,200	1,072,135	1,084,663	1,276,170	918,894	1,277,985	1,416,585
Public Safety - Fire Protection	3,635,736	4,568,900	2,853,081	2,834,228	5,610,090	3,123,012	5,568,617	6,063,199
General Government	-	40,000	20,000	-	-	-	-	324,649
Finance	638,057	727,200	652,050	717,070	672,420	472,620	751,641	685,363
Town Council	23,242	41,900	32,790	60,647	127,900	110,401	176,900	35,900
Public Works	1,050,794	1,491,800	1,386,948	1,266,121	3,254,570	1,328,811	2,569,595	5,354,856
Special Events	9,251	69,000	39,715	11,352	68,500	582	48,796	71,500
Contingency	-	1,217,200	-	-	1,216,800	-	-	1,159,359
Transfers Out	157,712	1,846,200	2,153,084	-	874,011	-	2,489,045	2,636,298
Total General Fund Depts	9,627,577	15,101,100	11,624,585	9,406,284	18,263,671	8,965,475	17,202,561	22,375,190
Special Revenue Funds								
National Opioid Settlement Fund	-	-	-	-	-	2,972	2,972	40,949
Highway User Revenue Fund (HURF)	524,997	938,800	403,930	309,931	634,938	259,986	530,000	514,359
Spur Cross Ranch Conservation Fund	1,697,340	1,633,800	1,683,352	1,837,390	1,973,754	162,000	2,218,040	1,975,100
Parks and Trails Fund	-	-	-	-	35,566	35,566	35,566	-
Open Space Acquisition Fund	10,500	366,283	363,660	363,660	-	-	-	1,554,695
Grant Fund	17,084	3,910,740	414,737	141,173	3,840,000	-	12,430	3,665,000
Total Special Revenue Funds	2,249,921	6,849,623	2,865,679	2,652,154	6,484,258	460,524	2,799,008	7,750,103
Capital Project Funds								
Cave Creek Water Infrastructure Fund	-	822,400	-	-	837,320	-	837,320	3,807,748
Open Space and Trails Fund	-	-	-	-	12,366	12,366	12,366	-
Capital Project Funds Totals	-	822,400	-	-	849,686	12,366	849,686	3,807,748
Enterprise Funds								
Wastewater	3,700,057	4,115,000	4,046,664	4,041,645	4,340,099	1,308,759	4,159,242	4,917,972
Cave Creek Water	5,956,716	7,535,677	7,635,077	7,612,059	12,438,832	2,976,039	10,015,312	14,312,943
Desert Hills Water	4,001,450	3,863,100	3,937,916	3,681,782	4,458,500	1,878,144	3,868,767	4,545,200
2023 WIFA Loan Fund	-	4,220,200	-	-	13,190,000	-	1,637,919	7,887,787
Enterprise Funds Net Totals	13,658,223	19,733,977	15,619,657	15,335,486	34,427,431	6,162,942	19,681,239	31,663,902
TOTAL GENERAL FUND	9,627,577	15,101,100	11,624,585	9,406,284	18,263,671	8,965,475	17,202,561	22,375,190
TOTAL SPECIAL REVENUE FUNDS	2,249,921	6,849,623	2,865,679	2,652,154	6,484,258	460,524	2,799,008	7,750,103
TOTAL CAPITAL PROJECT FUNDS	0	822,400	0	0	849,686	12,366	849,686	3,807,748
TOTAL ENTERPRISE FUNDS	13,658,223	19,733,977	15,619,657	15,335,486	34,427,431	6,162,942	19,681,239	31,663,902
TOTAL ALL FUNDS	25,535,721	42,507,100	30,109,921	27,393,924	60,025,046	15,601,307	40,532,494	65,596,943



Annual Budget FY 2024-2025

General Fund Revenue

Account Number	Account Title	2021-22 Actual	2022-23 Actual	2023-24 Adopted Budget	2023-24 Actuals of 3/13/2024	2023-24 Estimated	2024-25 Proposed Budget
General Fund							
REVENUES:							
LOCAL TAX:							
01-000100-9001	TOWN SALES TAX	\$ 6,789,357	\$ 7,333,984	\$ 6,798,600	\$ 4,952,434	\$ 7,428,651	\$ 7,577,224
01-000100-9003	PYMTS IN LIEU OF PROPERTY TAX	258,810	287,772	260,000	241,824	362,736	369,991
01-000100-9005	SW GAS F-AGREEMENT SUP	31,762	36,826	25,000	21,666	32,499	33,149
01-000100-9006	SALES TAX-CONSTRUCTION	2,862,132	2,126,425	3,012,300	1,220,644	1,830,966	1,867,585
	Local Tax Total	\$ 9,942,061	\$ 9,785,006	\$ 10,095,900	\$ 6,436,568	\$ 9,654,852	\$ 9,847,949
LOCAL FEES:							
01-000101-9016	BUILDING PERMITS	\$ 874,416	\$ 874,633	\$ 393,600	\$ 600,701	\$ 901,052	\$ 650,000
01-000101-9018	ENGINEERING PLAN REVIEWS	79,050	49,980	62,200	43,705	65,558	66,213
01-000101-9019	REPORT FEES	34	8	100	-	-	-
01-000101-9021	PLANNING & ZONING FEES	74,210	73,068	29,350	40,560	60,840	61,448
01-000101-9025	RIGHT OF WAY FEES	27,832	11,800	18,400	2,350	3,525	3,560
01-000101-9043	BUSINESS LICENSE FEES	63,100	69,932	60,000	65,145	97,718	98,695
01-000130-9719	FINGERPRINT FEES	3,081	3,085	2,300	2,821	4,232	4,274
	Local Fees Total	\$ 1,121,723	\$ 1,082,506	\$ 565,950	\$ 755,282	\$ 1,132,925	\$ 884,190
STATE SHARED REVENUES:							
01-000104-9301	STATE REVENUE SHARING	\$ 664,598	\$ 951,353	\$ 1,344,850	\$ 907,154	\$ 1,360,731	\$ 1,102,798
01-000104-9302	AUTO LIEU TAX	272,632	248,457	256,920	159,936	239,904	262,507
01-000104-9303	STATE SALES TAX	704,645	744,124	754,950	518,300	777,450	783,473
	State Shared Revenue Total	\$ 1,641,875	\$ 1,943,934	\$ 2,356,720	\$ 1,585,390	\$ 2,378,085	\$ 2,148,778
MISCELLANEOUS:							
01-000105-9015	INTEREST INCOME	\$ 51,003	\$ 977,591	\$ 540,000	\$ 904,614	\$ 1,356,921	\$ 1,384,059
01-000130-9712	INSURANCE RECOVERIES	33,008	121,575	-	-	-	-
01-000130-9715	LEASE REVENUE	110,454	102,765	108,300	81,069	121,604	122,820
01-000130-9717	RENTAL PROPERTY INCOME	46,143	53,480	50,000	42,412	63,618	64,254
01-000130-9720	RESTITUTION	3,093	1,300	1,500	-	-	-
01-000130-9721	SPECIAL EVENT PROCEEDS	1,300	1,500	1,200	2,100	3,150	3,182
01-000130-9722	RODEO	34,800	21,121	25,000	1,400	22,100	24,000
01-000130-9798	RECOVERY OF PRIOR YEAR EXPENSE	(26,784)	-	-	-	-	-
01-000130-9799	MISCELLANEOUS - OTHER	12,774	7,230	9,000	7,632	11,448	11,562
	Miscellaneous Total	\$ 265,791	\$ 1,286,563	\$ 735,000	\$ 1,039,227	\$ 1,578,841	\$ 1,609,877
TOTAL ALL GENERAL FUND REVENUES:		\$ 12,971,450	\$ 14,098,009	\$ 13,753,570	\$ 9,816,467	\$ 14,744,703	\$ 14,490,794



Annual Budget FY 2024-2025

General Fund Summary

Description	2021-22 Actual	2022-23 Actual	2023-24 Adopted Budget	2023-24 Actuals of 3/13/2024	2023-24 Estimated	2024-25 Proposed Budget
GENERAL FUND						
Operating Revenue:						
Local Tax	\$ 7,879,929	\$ 8,458,581	\$ 7,883,600	\$ 6,015,924	\$ 8,623,886	\$ 8,780,364
Local Fees	547,307	507,873	472,350	454,581	531,872	534,190
State Share Revenue	1,606,643	1,906,728	2,318,972	1,559,475	2,339,212	2,109,604
Miscellaneous	265,791	1,286,563	735,000	1,039,227	1,578,841	1,609,877
Total General Fund Operating Revenue	\$ 10,299,670	\$ 12,159,745	\$ 11,409,922	\$ 9,069,207	\$ 13,073,811	\$ 13,034,035
Operating Expenditures by Department						
Town Manager	\$ 299,984	\$ 305,123	\$ 342,860	\$ 258,415	\$ 402,040	\$ 297,405
Administration	896,945	1,040,153	1,395,460	961,239	1,334,617	1,323,346
Legal Services	79,622	118,120	350,000	50,429	100,000	350,000
Development Services	1,242,504	1,553,827	1,888,840	1,166,945	1,713,270	1,782,680
Magistrate Court	181,954	187,761	196,050	145,112	196,040	196,050
Public Safety - Law Enforcement	1,047,553	1,084,663	1,276,170	918,894	1,277,985	1,416,585
Public Safety - Fire and Emergency	1,766,360	2,572,971	2,825,090	1,961,631	2,783,617	3,164,199
General Government						324,649
Finance	638,057	717,070	672,420	472,620	751,641	685,363
Town Council	23,242	60,647	127,900	110,401	176,900	35,900
Public Works	1,014,719	1,097,221	1,423,970	795,113	1,298,995	1,636,656
Special Events	9,251	11,352	68,500	582	48,796	71,500
Total General Fund Operating Expenditures	\$ 7,200,191	\$ 8,748,908	\$ 10,567,260	\$ 6,841,381	\$ 10,083,901	\$ 11,284,333
Operating Transfers						
Transfers In from Trails and Spur Cross	\$ 790,670	\$ 860,696	\$ 928,877	\$ -	\$ 1,051,020	\$ 929,550
Transfers Out to Utility Operations	(157,712)					
Net Operating Transfers	\$ 632,958	\$ 860,696	\$ 928,877	\$ -	\$ 1,051,020	\$ 929,550
Net General Fund Operations	\$ 3,732,437	\$ 4,271,533	\$ 1,771,539	\$ 2,227,827	\$ 4,040,930	\$ 2,679,252
One time sources (uses)						
Construction Related Revenue	\$ 2,671,780	\$ 1,938,264	\$ 2,343,648	\$ 747,260	\$ 1,670,891	\$ 1,456,759
Capital Expenditures - General Fund	(2,269,674)	(657,376)	(5,605,600)	(2,124,094)	(4,629,615)	(7,295,200)
Transfers Out - Capital / One-time	-	-	(874,011)	-	(2,489,045)	(2,636,298)
Contingency	-	-	(1,216,800)	-	-	(1,159,359)
Total One-time sources (uses)	\$ 402,107	\$ 1,280,888	\$ (5,352,763)	\$ (1,376,834)	\$ (5,447,769)	\$ (9,634,098)
Ending Balance						
Net Change in Fund Balance	\$ 4,134,544	\$ 5,552,421	\$ (3,581,224)	\$ 850,993	\$ (1,406,839)	\$ (6,954,846)
Fund Balance - Beginning	22,174,667	26,309,210	31,861,631	31,861,631	31,861,631	30,454,792
Fund Balance - Ending	\$ 26,309,210	\$ 31,861,631	\$ 28,280,407	\$ 32,712,624	\$ 30,454,792	\$ 23,499,946
Ending Fund Balance Detail						
Reserved Amounts						
Operating Reserve Policy	1,800,048	2,187,227	2,641,815	1,710,345	2,520,975	2,821,083
Total Reserved	\$ 1,800,048	\$ 2,187,227	\$ 2,641,815	\$ 1,710,345	\$ 2,520,975	\$ 2,821,083
Unassigned	\$ 24,509,162	\$ 29,674,404	\$ 25,638,592	\$ 31,002,278	\$ 27,933,817	\$ 20,678,863

Note: \$800,000 of construction sales tax, \$300,000 of building permit revenue, and 95% of State sales tax is included in operating revenues with the remainder shown in one-time construction related revenue. Total operating revenue plus one-time construction related revenue agrees to the total general fund revenues on the General Fund Revenue table.

Fund	Beginning Fund Balances	Plus Revenues	Plus Transfers In	Less Expenditures and Capital	Less Transfers Out	Less Contingency	Ending Fund Balances
General Fund	30,454,792	14,490,794	929,550	18,579,533	2,636,298	1,159,359	23,499,946

Calculation to determine FY 2025 ending fund balance.



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Town Manager



Town Manager	2021-22 Actual	2022-23 Actual	2023-24 Adopted Budget	2023-24 Actuals of 3/13/2024	2023-24 Estimated	2024-25 Proposed Budget
Personnel						
Salaries and Wages	219,008	197,940	194,900	133,988	194,900	207,000
Overtime	78	38	-	-	-	-
PTO Payout	8,168	15,810	7,500	45,446	45,450	7,500
FICA/Medicare	14,915	14,251	13,000	11,502	15,600	12,934
Retirement	27,453	24,073	24,000	16,665	17,625	25,441
Life & Medical	23,034	17,193	10,900	9,443	11,445	6,780
Telephone Stipend	-	-	-	113	500	900
Vehicle Stipend	-	-	-	750	2,750	6,000
State Compensation	622	597	600	520	720	750
Unemployment Insurance	75	8	10	94	100	100
Recruitment/Retention Pay *	-	-	63,450	1,410	63,450	-
Total Personnel	293,353	269,910	314,360	219,931	352,540	267,405
Contracts & Services						
Professional Services	-	24,975	19,000	30,500	40,000	19,000
Non-Professional Services	392	-	-	-	-	1,500
Training and Travel	3,792	5,987	6,500	6,091	6,500	6,500
Memberships and Dues	-	-	-	-	-	1,500
Total Contracts & Services	4,184	30,962	25,500	36,591	46,500	27,000 **
Commodities (non-capital)						
Supplies	348	1,481	500	175	500	500
Fuel & Oil	2,099	2,770	2,500	1,718	2,500	2,500
Total Commodities	2,447	4,251	3,000	1,893	3,000	3,000
Total Town Manager	299,984	305,123	342,860	258,415	402,040	297,405

Expenditures by Use	2021-22 Actual	2022-23 Actual	2023-24 Adopted Budget	2023-24 Actuals of 3/13/2024	2023-24 Estimated	2024-25 Proposed Budget
Personnel	293,353	269,910	314,360	219,931	352,540	267,405
Contracts & Services	4,184	30,962	25,500	36,591	46,500	27,000 **
Commodities	2,447	4,251	3,000	1,893	3,000	3,000
Operating Expense Total	299,984	305,123	342,860	258,415	402,040	297,405
Department Total	299,984	305,123	342,860	258,415	402,040	297,405

* 2.5% of General Fund salaries for recruitment and retention of General Fund employees.

** Includes cost for consulting services (i.e., Council retreat, strategic plan, etc.).

Authorized Positions	FY2020-2021	FY2021-2022	FY2022-2023	FY2023-2024	FY2024-2025
Town Manager	1.00	1.00	1.00	1.00	1.00
Administrative Assistant	-	-	-	-	-
Digital Communications Specialist	0.40	0.40	0.40	-	-
HR/Compliance Specialist	0.40	0.40	0.40	-	-
Total Positions	1.80	1.80	1.80	1.00	1.00



Annual Budget FY 2024 - 2025

Administration

Department Description

The Town Clerk's Office works with citizens and staff in areas related to Council meetings, board appointments, public records, elections, business licensing, special events, contracts, and Human Resource compliance. The priority of the Town Clerk's office is to support the overall public relations of the Town by providing positive and friendly contact with the public.

Information Technology (IT) Division falls within the direction of the Town Clerk. IT supports all Town operated locations and all departments including Town Council. IT responsibilities include cyber security, voice and data services, Council audio/video recordings, and purchase/maintenance of software and hardware.

The Fleet Division (non-enterprise funds) falls within the direction of the Town Clerk. The Fleet Division is responsible for the acquisition and maintenance of the Town's vehicles and rolling equipment. The Division utilizes fleet management software to track per unit expenditures, repairs and fuel costs. The Division prioritizes providing safe and reliable vehicles for the transportation needs of the Town of Cave Creek employees as well as the rolling equipment to maintain the Town's physical assets.

Accomplishments

- One newsletter was mailed to residents to provide current and pertinent information.
- A video library was created for informational/educational content for the community.
- Information Technology worked with Department of Homeland Security to evaluate cybersecurity within Town Hall for the community.

Goals and Strategies

TOWN CLERK DIVISION

STRATEGIC GOAL: SAFE AND VIBRANT COMMUNITY

GOAL:

Increase Community knowledge, maintain Community trust and demonstrate visibility while communicating current information related to Town needs.

OBJECTIVES:

Prepare and distribute four Town of Cave Creek newsletters within FY 2025.
Prepare and post six informational videos within FY 2025.

GOAL:

Gain Town Council approval of 2-3 codes and/or policy updates.

OBJECTIVES:

Evaluate Town Codes and policies to ensure consistency with Town's processes.

Measures

Measures	FY 24-25 Budget
Number of Newsletters distributed in FY 2025	4
Informational Videos	6
Codes and/or policies updated by end of FY 2025	3
Do not exceed the Fleet repairs budget for FY 2025	< \$72,000

Significant Changes

Computer Software increases due to fee increases and budgeting for additional programs to increase staff efficiency and to address Town needs.



Administration	2021-22 Actual	2022-23 Actual	2023-24 Adopted Budget	2023-24 Actuals of 3/13/2024	2023-24 Estimated	2024-25 Proposed Budget
Town Clerk						
Personnel						
Salaries and Wages	191,402	282,405	389,900	262,249	327,011	347,721
Overtime	508	216	300	75	-	300
PTO Payout	791	7,079	2,500	7,776	11,670	12,000
FICA/Medicare	14,472	21,723	30,100	20,293	25,017	26,601
Retirement	24,043	34,378	48,000	32,240	40,190	42,735
Life & Medical	38,471	60,248	92,700	56,289	63,446	63,446
State Compensation	524	809	1,000	776	1,170	1,200
Unemployment Insurance	213	49	50	186	186	200
Total Personnel	270,424	406,907	564,550	379,884	468,690	494,203
Contracts & Services						
Advertising	7,912	9,970	10,000	7,624	10,000	10,000
Professional Services	4,991	7,774	35,000	3,002	35,000	35,000
Telephone All	49,214	50,523	50,000	33,729	50,000	50,000
Non-Professional Services	12,636	11,597	35,000	14,584	35,000	35,000
Employee Training & Memberships	4,854	7,288	7,500	7,139	7,500	7,500
Insurance	117,911	118,161	148,500	111,117	148,500	-
Total Contracts & Services	197,518	205,313	286,000	177,195	286,000	137,500
Commodities (non-capital)						
Postage & Copier	7,037	8,159	12,000	4,187	12,000	12,000
Supplies	18,949	18,158	18,000	8,545	18,000	18,000
Fuel & Oil	-	-	300	-	300	300
Subscriptions	741	282	900	300	897	900
Total Commodities	26,727	26,599	31,200	13,032	31,197	31,200
Capital						
Equipment	-	-	-	-	-	18,000
Total Capital	-	-	-	-	-	18,000
Total Town Clerk	494,669	638,819	881,750	570,111	785,887	680,903
Information Technology						
Personnel						
Salaries and Wages	106,220	80,910	87,000	57,841	87,000	90,095
PTO Payout	3,202	3,064	3,350	3,250	3,250	3,350
FICA/Medicare	8,115	6,129	6,950	4,461	6,950	6,950
Retirement	13,324	9,846	10,700	7,109	10,700	11,073
Life & Medical	31,605	27,224	31,450	21,958	31,450	32,696
State Compensation	302	235	250	176	250	250
Unemployment Insurance	65	6	10	51	130	150
Total Personnel	162,833	127,414	139,710	94,846	139,730	144,564
Contracts & Services						
Web Hosting	31,350	27,759	70,000	35,311	70,000	70,000
Professional Services	21,850	35,879	40,000	11,811	40,000	40,000
Employee Training & Membership	-	95	1,000	100	1,000	1,000
Total Contracts & Services	53,200	63,733	111,000	47,222	111,000	111,000

Administration	2021-22 Actual	2022-23 Actual	2023-24 Adopted Budget	2023-24 Actuals of 3/13/2024	2023-24 Estimated	2024-25 Proposed Budget
Commodities (non-capital)						
Computer Equipment	23,578	29,927	35,000	15,888	35,000	40,000
Computer Software	-	77,237	165,000	186,934	200,000	200,000
Supplies	940	1,041	1,000	-	1,000	1,000
Subscriptions	68,740	-	-	-	-	-
Total Commodities	93,258	108,205	201,000	202,822	236,000	241,000
Capital						
Capital Equipment	-	8,581	-	-	-	-
Total Capital	-	8,581	-	-	-	-
Total Information Technology	309,291	307,933	451,710	344,890	486,730	496,564
Fleet Division						
Personnel						
Salaries and Wages	17,078	26,178	-	-	-	-
Overtime	53	4,327	-	-	-	-
PTO Payout	447	-	-	-	-	-
FICA/Medicare	1,301	2,305	-	-	-	-
Retirement Benefits	2,125	3,711	-	-	-	-
Life & Medical	4,807	5,716	-	-	-	-
State Compensation	364	570	-	-	-	-
Unemployment Insurance	14	3	-	-	-	-
Total Personnel	26,189	42,810	-	-	-	-
Contracts & Services						
Vehicle Maintenance	52,779	52,037	47,000	45,615	47,000	-
Total Contracts & Services	52,779	52,037	47,000	45,615	47,000	-
Commodities (non-capital)						
Supplies	14,017	7,135	15,000	623	15,000	-
Total Commodities	14,017	7,135	15,000	623	15,000	-
Capital						
Capital Equipment	213,757	104,507	340,000	-	125,000	-
Total Capital	213,757	104,507	340,000	-	125,000	-
Total Fleet	306,742	206,489	402,000	46,238	187,000	-
Communications & Public Affairs						
Personnel						
Salaries and Wages	-	-	-	-	-	81,484
PTO Payout	-	-	-	-	-	3,135
FICA/Medicare	-	-	-	-	-	6,234
Retirement	-	-	-	-	-	10,015
Life & Medical	-	-	-	-	-	32,696
State Compensation	-	-	-	-	-	260
Unemployment Insurance	-	-	-	-	-	55
Total Personnel	-	-	-	-	-	133,879

Administration	2021-22 Actual	2022-23 Actual	2023-24 Adopted Budget	2023-24 Actuals of 3/13/2024	2023-24 Estimated	2024-25 Proposed Budget
Contracts & Services						
Marketing/Promotion	-	-	-	-	-	25,000
Non-Professional Services	-	-	-	-	-	5,000
Total Contracts & Services	-	-	-	-	-	30,000
Total Communications & Public Affairs	-	-	-	-	-	163,879
Total Administration	1,110,702	1,153,241	1,735,460	961,239	1,459,617	1,341,346

Expenditures by Use	2021-22 Actual	2022-23 Actual	2023-24 Adopted Budget	2023-24 Actuals of 3/13/2024	2023-24 Estimated	2024-25 Proposed Budget
Personnel	459,446	577,131	704,260	474,730	608,420	772,646
Contracts & Services	303,497	321,083	444,000	270,032	444,000	278,500
Commodities	134,002	141,939	247,200	216,477	282,197	272,200
Operating Expense Total	896,945	1,040,153	1,395,460	961,239	1,334,617	1,323,346
Capital Total	213,757	113,088	340,000	-	125,000	18,000
Department Total	1,110,702	1,153,241	1,735,460	961,239	1,459,617	1,341,346

Capital Expenditures by Project	2024-25 Proposed Budget
Admin Copy Machines	18,000
Total Capital	18,000

Authorized Positions	FY2020-2021	FY2021-2022	FY2022-2023	FY2023-2024	FY2024-2025
Deputy Town Manager/Town Clerk	-	-	-	1.00	1.00
Administrative Services Director	-	-	-	-	1.00
Town Clerk	1.00	1.00	1.00	-	-
Deputy Town Clerk	-	-	-	-	-
Deputy Town Clerk/HR Specialist	-	-	-	1.00	-
Information Technology Specialist	1.00	1.00	1.00	1.00	1.00
HR/Compliance Specialist	0.60	0.60	0.60	-	-
Digital Communication Specialist	0.60	0.60	0.60	1.00	1.00
Administrative Assistant	-	-	-	1.00	1.00
Receptionist	1.00	1.00	1.00	-	-
Total Positions	4.20	4.20	4.20	5.00	5.00





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Legal Services

Department Description

The Town Attorney's firm is responsible for representing and advising on all legal matters. This includes representation of the Mayor and Council, consulting with the Town Manager and Department Directors, furnishing oral and written legal opinions on legal matters. The Town Attorney is appointed by and reports directly to the Town Council. The Town Attorney is to represent and advise the Town of Cave Creek on all legal matters in a timely and proactive manner in order for the Town to operate in the best interests of its residents.

Accomplishments

Worked with Town Manager, Department Directors, and Town Council on the Drought Management Plan, Emergency Operations Plan and a variety of water service-related concerns as we received applications for water service, so we maintain compliance with the Town's Water Policy. They also reviewed and provided legal advice on Town Code and Zoning Ordinance changes and land use cases that came before the Planning Commission and the Town Council.

Goals and Strategies

STRATEGIC GOAL: SAFE AND VIBRANT COMMUNITY

GOAL:

Provide regular communication and sound legal advice to the Town Council pertaining to active litigation cases.

OBJECTIVES:

Work with the Town Manager, Planning Director and Planning Commission to bring forth updated zoning code regulations for adoption as determined by the Town Council.

Work with Town Manager and Department Directors to review and recommend updates to the Town Code to the Mayor and Town Council.

Obtain the most favorable judgments in civil cases filed against the Town or on behalf of the Town.

Legal Services	2021-22 Actual	2022-23 Actual	2023-24 Adopted Budget	2023-24 Actuals of 3/13/2024	2023-24 Estimated	2024-25 Proposed Budget
Contracts & Services						
Settlements	-	-	150,000	-	-	150,000
Professional Services	79,622	118,120	200,000	50,429	100,000	200,000
Total Contracts & Services	79,622	118,120	350,000	50,429	100,000	350,000
Total Legal	79,622	118,120	350,000	50,429	100,000	350,000

Expenditures by Use	2021-22 Actual	2022-23 Actual	2023-24 Budget	2023-24 Actuals of 3/13/2024	2023-24 Estimated	2024-25 Proposed Budget
Contracts & Services	79,622	118,120	350,000	50,429	100,000	350,000
Operating Expense Total	79,622	118,120	350,000	50,429	100,000	350,000
Department Total	79,622	118,120	350,000	50,429	100,000	350,000



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Development Services

Department Description

The Development Services Department houses two (2) divisions (Building Safety and Planning) which manages and supports the community, other departments and outside agencies with needs related to the overall development of the Town. The Department also manages the maintenance and improvements related to facilities including public trails, Desert Awareness Park, Town Hall and the Rodeo Grounds. The chief priority of the Department is to ensure that new development meets all Town-adopted Building & Fire Codes in keeping with the health, safety and welfare of the public as well as the Zoning and Subdivision Ordinances to guide, manage and regulate future growth.

Accomplishments

- Managed construction of a new restroom facility at the Cave Creek Rodeo Grounds.
- Replaced fencing and repaired several structures at the Cave Creek Rodeo Grounds.
- Constructed safe pedestrian pathways in front of Harold's Corral, Circle-K and Rico's Plaza.
- Expanded public parking capacity along Mark Way west of School House Road for Black Mountain Trail users.
- Permitted a new Food Bank facility and shell building for use by Utilities and Public Works staff pursuant to lease agreements.
- Doubled advertising circulation footprint and updated marketing materials.
- FY to date have issued 252 permits totaling \$4,247,668 in valuation.
- FY to date have processed 99 complaints, of which 84 have been resolved while 15 are still pending.
- Processed the Public Involvement, Agency Input and Planning Commission review of the 2024 Town Core Plan Update.
- Published a public trails map depicting all legal non-motorized trails and pathways in the Town.

Goals and Strategies

STRATEGIC GOAL: SAFE AND VIBRANT COMMUNITY

GOAL:

Preserve, conserve and promote the historic and cultural identity/resources that reflect the values and traditions of the community.

ACTION:

Explore options and evaluate feasibility to work with the Arizona State Land Department regarding the Town's future acquisition of Open Space.
Assist the Cave Creek Museum in its efforts to continue the Local Landmarks Program.

STRATEGIC GOAL: INFRASTRUCTURE

GOAL:

Continue long-term planning, prioritization and investment strategies for future infrastructure and facilities that improve the quality of life for the community while being affordable and sustainable.

ACTION:

Evaluate options for redesign and redevelopment of Town Hall.

STRATEGIC GOAL: ECONOMIC VITALITY

GOAL:

Ensure Town services are continually streamlined, efficient, customer focused and responsive to support appropriate residential and business growth, and the long-term success of existing local businesses and residents.

ACTION:

Software Integration: Purchase and implement new Permit Management Software to integrate with previously incorporated electronic plan review and inspection advancements.

Significant Changes

The Development Services Department is proposing to acquire new software (Supplemental 1). The proposed program will better support the permitting process, issuance and inspection of permitted construction projects and better track ongoing code enforcement related matters. In addition, the software will also support other departments asset management process for activities such as work order requests and repairs. Also proposed (Supplemental 2) is a one-time cost to purchase materials to rebuild the Crow's Nest lost as a result of storm damage. The last significant change (Supplemental 3) is to solicit a design professional to examine the current Town Hall facilities and prepare multiple design options which can be implemented over time or together dependent upon financial viability and Council discretion.

	2021-22 Actual	2022-23 Actual	2023-24 Adopted Budget	2023-24 Actuals of 3/13/2024	2023-24 Estimated	2024-25 Proposed Budget
Development Services						
Development Services (Formerly Planning & Zoning)						
Personnel						
Salaries and Wages	316,622	351,091	814,400	538,955	814,400	821,401
Overtime	780	652	12,180	1,353	2,500	2,500
PTO Payout	9,406	21,497	29,200	29,109	29,200	29,930
FICA/Medicare	24,971	28,255	64,050	42,750	64,050	62,838
Retirement	39,529	42,777	102,000	66,330	102,000	100,951
Life & Medical	54,831	61,697	191,800	135,750	191,800	223,760
State Compensation	2,949	3,734	13,640	11,509	13,640	14,000
Unemployment Insurance	162	28	70	513	680	800
Total Personnel	449,250	509,731	1,227,340	826,269	1,218,270	1,256,180
Contracts & Services						
Advertising	2,863	4,944	5,000	1,879	5,000	3,000
Professional Services	10,282	13,229	180,000	66,746	85,000	85,000
Electric, Water, Sewer, Trash	-	-	35,000	21,951	35,000	35,000
Building and Land Lease	-	-	35,000	30,848	35,000	45,000
Non-Professional Services	158	1,489	40,000	37,246	45,000	50,000
Maintenance	-	-	12,000	9,914	15,000	15,000
Employee Training & Memberships	464	-	18,500	7,808	10,000	18,000
Total Contracts & Services	13,767	19,662	325,500	176,392	230,000	251,000
Commodities (non-capital)						
Supplies	1,884	1,216	32,000	36,445	40,000	30,000
Fuel & Oil	701	1,217	12,000	7,070	12,000	14,000
Subscriptions	-	-	500	2,164	2,500	3,000
Total Commodities	2,585	2,433	44,500	45,679	54,500	47,000
Capital Projects						
Capital Improvements	-	-	-	-	-	160,000
Total Capital Projects	-	-	-	-	-	160,000
Total Development Services (Formerly Plan	465,602	531,826	1,597,340	1,048,340	1,502,770	1,714,180
Economic Development						
Contracts & Services						
Marketing & Promotion	14,014	19,615	25,000	19,776	25,000	-
Non-Professional Services	-	-	5,000	525	1,000	-
Total Contracts & Services	14,014	19,615	30,000	20,301	26,000	-
Total Economic Development	14,014	19,615	30,000	20,301	26,000	-
Trails & Parks						
Contracts & Services						
Professional Services	8,252	4,300	10,000	3,650	10,000	10,000
Non-Professional Services	-	128,291	60,000	14,099	30,000	30,000
Electric, Water, Sewer, Trash	-	-	3,000	720	3,000	3,000
Maintenance	26,703	28,114	152,000	11,350	50,000	152,000
Total Contracts & Services	34,955	160,705	225,000	29,819	93,000	195,000

	2021-22 Actual	2022-23 Actual	2023-24 Adopted Budget	2023-24 Actuals of 3/13/2024	2023-24 Estimated	2024-25 Proposed Budget
Development Services						
Commodities (non-capital)						
Supplies	1,501	6,563	9,500	6,898	9,500	-
Total Commodities	1,501	6,563	9,500	6,898	9,500	-
Capital						
Capital Improvements	120,483	-	300,000	55,663	75,663	-
Total Capital	120,483	-	300,000	55,663	75,663	-
Total Trails	156,939	167,268	534,500	92,380	178,163	195,000
Building Reviews and Inspections						
Personnel						
Salaries and Wages	249,483	205,934	-	-	-	-
Overtime	2,242	8,213	-	-	-	-
PTO Payout	3,131	15,991	-	-	-	-
FICA/Medicare	19,349	17,410	-	-	-	-
Retirement	31,642	26,054	-	-	-	-
Life & Medical	50,562	33,905	-	-	-	-
State Compensation	4,512	4,341	-	-	-	-
Unemployment Insurance	249	14	-	-	-	-
Total Personnel	361,170	311,862	-	-	-	-
Contracts & Services						
Professional Services	65,205	70,787	-	-	-	-
Non-Professional Services	471	494	-	-	-	-
Training and Travel	9,196	8,669	-	-	-	-
Total Contracts & Services	74,872	79,950	-	-	-	-
Commodities (non-capital)						
Supplies	5,839	5,489	-	-	-	-
Fuel & Oil	3,162	3,170	-	-	-	-
Subscriptions	2,558	5,334	-	-	-	-
Total Commodities	11,559	13,993	-	-	-	-
Capital						
Capital Equipment	1,625	-	-	-	-	-
Total Capital	1,625	-	-	-	-	-
Total Building Reviews & Inspections	449,226	405,805	-	-	-	-
Facilities						
Personnel						
Salaries and Wages	63,732	75,954	-	-	-	-
Overtime	706	1,515	-	-	-	-
PTO Payout	447	13,348	-	-	-	-
FICA/Medicare	4,776	6,691	-	-	-	-
Retirement	7,997	9,425	-	-	-	-
Life & Medical	26,147	28,464	-	-	-	-
State Compensation	2,294	2,964	-	-	-	-
Unemployment Insurance	112	6	-	-	-	-
Total Personnel	106,211	138,367	-	-	-	-

	2021-22 Actual	2022-23 Actual	2023-24 Adopted Budget	2023-24 Actuals of 3/13/2024	2023-24 Estimated	2024-25 Proposed Budget
Development Services						
Contracts & Services						
Electric, Water, Sewer, Trash	32,076	29,444	-	-	-	-
Non-Professional Services	11,754	26,338	-	-	-	-
Maintenance	1,600	21,876	-	-	-	-
Building and Land Lease	30,155	29,509	-	-	-	-
Total Contracts & Services	75,585	107,167	-	-	-	-
Commodities (non-capital)						
Supplies	7,955	39,148	-	-	-	-
Fuel & Oil	5,574	7,124	-	-	-	-
Total Commodities	13,529	46,272	-	-	-	-
Capital Projects						
Capital Improvements	18,914	-	-	-	-	-
Total Capital Projects	18,914	-	-	-	-	-
Total Facilities	214,239	291,806	-	-	-	-
Rodeo Grounds						
Personnel						
Salaries and Wages	18,572	24,814	-	-	-	-
Overtime	160	757	-	-	-	-
PTO Payout	224	505	-	-	-	-
FICA/Medicare	1,399	1,894	-	-	-	-
Retirement	2,325	3,112	-	-	-	-
Life & Medical	6,917	11,627	-	-	-	-
State Compensation	583	1,088	-	-	-	-
Unemployment Insurance	28	3	-	-	-	-
Total Personnel	30,208	43,800	-	-	-	-
Contracts & Services						
Professional Services	-	1,055	-	-	-	5,000
Electric, Water Sewer, Trash	8,448	5,938	5,000	8,076	15,000	5,000
Equipment Leases and Rents	-	-	-	-	-	1,500
Non-Professional Services	-	-	5,000	8,480	15,000	5,000
Maintenance	-	4,535	2,000	271	2,000	2,000
Total Contracts & Services	8,448	11,528	12,000	16,827	32,000	18,500
Commodities (non-capital)						
Supplies	13,197	30,497	15,000	44,760	50,000	15,000
Total Commodities	13,197	30,497	15,000	44,760	50,000	15,000
Capital						
Capital Buildings	-	114,131	350,000	373,352	373,352	500,000
Total Capital	-	114,131	350,000	373,352	373,352	500,000
Total Rodeo Grounds	51,853	199,956	377,000	434,939	455,352	533,500

Development Services	2021-22 Actual	2022-23 Actual	2023-24 Adopted Budget	2023-24 Actuals of 3/13/2024	2023-24 Estimated	2024-25 Proposed Budget
Parks						
Personnel						
Salaries and Wages	16,379	24,814	-	-	-	-
Overtime	150	757	-	-	-	-
PTO Payout	224	505	-	-	-	-
FICA/Medicare	1,237	1,894	-	-	-	-
Retirement	2,052	3,111	-	-	-	-
Life & Medical	6,006	11,626	-	-	-	-
State Compensation	493	1,088	-	-	-	-
Unemployment Insurance	26	3	-	-	-	-
Total Personnel	26,567	43,798	-	-	-	-
Contracts & Services						
Electric, Water Sewer, Trash	1,471	1,328	-	-	-	-
Maintenance	150	-	-	-	-	-
Total Contracts & Services	1,621	1,328	-	-	-	-
Commodities (non-capital)						
Supplies	3,465	6,556	-	-	-	-
Total Commodities	3,465	6,556	-	-	-	-
Capital						
Capital Improvements	2,635	-	-	-	-	-
Total Capital	2,635	-	-	-	-	-
Total Parks	34,288	51,682	-	-	-	-
Total Development Services	1,386,161	1,667,958	2,538,840	1,595,960	2,162,285	2,442,680

Expenditures by Use	2021-22 Actual	2022-23 Actual	2023-24 Adopted Budget	2023-24 Actuals of 3/13/2024	2023-24 Estimated	2024-25 Proposed Budget
Personnel	973,406	1,047,558	1,227,340	826,269	1,218,270	1,256,180
Contracts & Services	223,262	399,955	592,500	243,339	381,000	464,500
Commodities	45,836	106,314	69,000	97,337	114,000	62,000
Operating Expense Total	1,242,504	1,553,827	1,888,840	1,166,945	1,713,270	1,782,680
Capital Total	143,657	114,131	650,000	429,015	449,015	660,000
Department Total	1,386,161	1,667,958	2,538,840	1,595,960	2,162,285	2,442,680

Capital Expenditures by Project	2024-25 Proposed Budget
Town Hall/Chambers Re-Design & Space Study	160,000
Rodeo Skybox Public Private Partnership	500,000
Total Capital	660,000

Development Services

Authorized Positions	FY2020-2021	FY2021-2022	FY2022-2023	FY2023-2024	FY2024-2025
Development Services Director	-	-	-	1.00	1.00
Planning Director	1.00	1.00	1.00	-	-
Senior Planner	-	-	-	-	1.00
Planner and Trails Coordinator	1.00	1.00	1.00	1.00	-
Planner	-	-	-	1.00	-
Assistant Planner	1.00	1.00	1.00	-	-
Associate Planner	0.50	1.00	1.00	1.00	1.00
Planner Trainee	0.50	0.50	0.50	0.50	0.50
Trails Coordinator	-	-	-	-	0.50
Building and Fire Official	1.00	1.00	1.00	1.00	1.00
Plans Examiner	1.00	1.00	1.00	1.00	1.00
Building Inspector	1.00	1.00	1.00	1.00	1.00
Permit Technician	1.00	1.00	1.00	1.00	1.00
Facility Worker I	1.00	1.00	1.00	1.00	1.00
Facility Worker II	1.00	1.00	1.00	1.00	1.00
Total Positions	10.00	10.50	10.50	10.50	10.00





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Magistrate Court

Department Description

The Cave Creek-Carefree Municipal Court is a joint court through an Intergovernmental Agreement that is funded by both the respective Towns. This departmental budget represents the amounts agreed upon as the Town of Cave Creek's share of the joint courts annual operating expenses.

The joint court is a part of Arizona's integrated judicial department, and as such has the same rights, duties, and responsibilities to operate and administer justice in a fair and impartial manner by Rule of Law, Equal Protection and Due Process as do all other trial courts in Arizona. Although funded by the Towns it is protected from unwarranted interference from the executive and legislative branches of Town government by the separation of powers doctrine contained in the Constitution of the State of Arizona. The Cave Creek-Carefree Municipal Court exists to maintain the integrity and the independence of the court to enable justice, guarantee liberty, and enhance social order. The Court Administrator is certified by the Arizona Supreme Court as a Civil Traffic Hearing Judge. The Presiding Magistrate is appointed by the Carefree Town Council.

Accomplishments

Record and process all criminal misdemeanors, criminal traffic, civil traffic violations, and Town Code violations within both Towns.

Goals and Strategies

STRATEGIC GOAL: SAFE AND VIBRANT COMMUNITY

GOAL:

Continue to record and process all criminal misdemeanors, criminal traffic, civil traffic violations, and Town Code violations within both Towns.

Magistrate Court	2021-22 Actual	2022-23 Actual	2023-24 Adopted Budget	2023-24 Actuals of 3/13/2024	2023-24 Estimated	2024-25 Proposed Budget
Contracts & Services						
Professional Services	178,105	185,234	192,650	144,479	192,640	192,650
Telephone	1,034	1,016	1,200	442	1,200	1,200
Non-Professional	2,815	1,511	2,200	191	2,200	2,200
Total Contracts & Services	181,954	187,761	196,050	145,112	196,040	196,050
Total Magistrate Court	181,954	187,761	196,050	145,112	196,040	196,050

Expenditures by Use	2021-22 Actual	2022-23 Actual	2023-24 Adopted Budget	2023-24 Actuals of 3/13/2024	2023-24 Estimated	2024-25 Proposed Budget
Contracts & Services	181,954	187,761	196,050	145,112	196,040	196,050
Operating Expense Total	181,954	187,761	196,050	145,112	196,040	196,050
Department Total	181,954	187,761	196,050	145,112	196,040	196,050



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Public Safety - Law Enforcement

Department Description

The Marshal's Office provides Law Enforcement and Emergency Management to the residents and visitors of the Town of Cave Creek. The Town Marshal enforces State of Arizona Statutes and functions as the Town's Law Enforcement Officer, which includes prioritizing the enforcement of Cave Creek Town codes and ordinances as well as responding to Citizen concerns.

Accomplishments

- Lowered overall Law Enforcement costs for FY 2024 Rodeo.
- Successfully managed 2024 rodeo security plan and assisted with traffic management during Bike Week.
- Managed a case load of 226 code compliance complaints for 2023.
- Coordinated Law Enforcement for the Belgium Waffle Bike Event (largest bicycle event in Cave Creek).
- Increased Traffic Enforcement within the Town Core to help lower speeds within the town core.

Goals and Strategies

STRATEGIC GOAL: SAFE AND VIBRANT COMMUNITY

GOAL:

Decrease traffic speed within the town core to further reduce traffic collision injuries and decrease the amount of overall traffic collisions.

OBJECTIVES:

To decrease collisions within the town core by effectively enforcing the vehicle and traffic laws within the town core.

GOAL:

Respond to and resolve Short Term Rental complaints within (24) hours.

OBJECTIVES:

Neighbors are experiencing negative consequences from short-term rental homes within town. Respond to and resolve all short-term rental violations within (24) hours from time of reviewing complaint.

STRATEGIC GOAL: SAFE AND VIBRANT COMMUNITY

GOAL:

Initiate new technology utilization to help minimize traffic delays during Bike Week.

OBJECTIVES:

Pilot program initiated to test / evaluate the utilization of an automated and synchronized pedestrian crossing device to better address traffic delays while allowing for safe travel within the main cross walks during Bike Week.

Measures	FY 24-25 Budget
Provide Quarterly Law Enforcement reports to include significant incidents as well as traffic calming measures. Provide quarterly updates on Short Term Rental violations and issues.	Quarterly 2025



	2021-22 Actual	2022-23 Actual	2023-24 Adopted Budget	2023-24 Actuals of 3/13/2024	2023-24 Estimated	2024-25 Proposed Budget
Law Enforcement						
Personnel						
Salaries and Wages	116,537	123,473	130,700	86,178	130,700	135,350
PTO Payout	-	4,741	-	-	-	-
FICA/Medicare	1,680	1,833	1,900	1,242	1,900	2,000
Retirement	30,268	9,399	16,100	697	16,100	75,000
Life & Medical	20,367	21,001	24,155	17,611	24,155	25,000
State Compensation	6,719	6,866	6,550	5,141	7,541	7,500
Unemployment Insurance	41	6	10	34	34	50
Total Personnel	175,612	167,319	179,415	110,903	180,430	244,900
Contracts & Services						
Professional Services	854,266	885,639	1,047,055	785,291	1,047,055	1,052,185
Marketing and Promotions	-	-	-	-	-	1,000
Non-Professional Services	4,333	671	10,000	-	10,000	20,000
Traffic Control	-	-	-	-	-	10,000
Volunteer Program	-	76	1,200	143	1,000	2,500
Maintenance	690	-	1,500	743	1,500	3,500
Training and Travel	2,261	884	1,000	1,441	1,000	2,000
Total Contracts & Services	861,550	887,270	1,060,755	787,618	1,060,555	1,091,185
Commodities (non-capital)						
Computer Equipment	-	-	6,000	-	6,000	8,500
Supplies	3,423	13,600	8,000	4,145	8,000	18,000
Fuel & Oil	4,733	5,184	7,000	4,106	8,000	11,000
Subscriptions	2,235	11,290	15,000	12,122	15,000	43,000
Total Commodities	10,391	30,074	36,000	20,373	37,000	80,500
Capital						
Capital Vehicles	2,264	-	-	-	-	-
Capital Equipment	4,545	-	-	-	-	-
Total Capital	6,809	-	-	-	-	-
Total Law Enforcement	1,054,362	1,084,663	1,276,170	918,894	1,277,985	1,416,585

	2021-22 Actual	2022-23 Actual	2023-24 Adopted Budget	2023-24 Actuals of 3/13/2024	2023-24 Estimated	2024-25 Proposed Budget
Expenditures by Use						
Personnel	175,612	167,319	179,415	110,903	180,430	244,900
Contracts & Services	861,550	887,270	1,060,755	787,618	1,060,555	1,091,185
Commodities	10,391	30,074	36,000	20,373	37,000	80,500
Operating Expense Total	1,047,553	1,084,663	1,276,170	918,894	1,277,985	1,416,585
Capital Total	6,809	-	-	-	-	-
Department Total	1,054,362	1,084,663	1,276,170	918,894	1,277,985	1,416,585

Authorized Positions	FY2020-2021	FY2021-2022	FY2022-2023	FY2023-2024	FY2024-2025
Town Marshal	1.00	1.00	1.00	1.00	1.00
Special Events Coordinator	0.40	-	-	-	-
Total Positions	1.40	1.00	1.00	1.00	1.00



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Public Safety - Fire and Emergency Medical Protection

General Information

The Fire and Emergency Medical Protection Division is responsible for the development of the prevention, preparation, delivery and recovery strategies for an "All Hazard" emergency response system. The top priority of this Division is to locally provide a high level of community emergency services to help protect the residents, visitors and businesses of Cave Creek.

Accomplishments

- New budget developed by Daisy Mountain Fire Department and Town of Cave Creek that is consistent with the IGA and delivered on-time.
- Conducted Community Outreach events to identify changes to the Town's Emergency Fire and Medical Services along with identifying the risks of living in a wildland/urban interface zone.
- Town experienced a significant drop in wildland fires and associated damage in FY 2023. This resulted in a significant cost savings with the budget and Daisy Mountain Fire Department IGA.
- Entered into a new design agreement with Perlman Architects for the upgrades and remodel of the Town's fire station. Project in progress with the development of a construction contract/agreement as the next step.
- Quarterly and annual one-year emergency activity report produced and submitted to the Town Council and the Town's Management Team.
- Town of Cave Creek was approved for a Firehouse Foundation Public Safety Grant for \$28,700 that assisted with the acquisition of new emergency equipment that will significantly help with incidents on our local trail system.
- Order previously placed for new E-One Fire Pumper, now scheduled for delivery by end of CY 2024.
- To date, the six (6) community brush removal and drop off has resulted in 540+ vehicle trips and over 120+ Tons of materials collected from Town residents.

Goals and Strategies

STRATEGIC GOAL: SAFE AND VIBRANT COMMUNITY

GOAL:

Provide highest standards of Emergency Fire and Medical Services for the Community.
 Complete the process of upgrading the purchased fire station and the final acquisition of the needed emergency equipment and vehicles.

OBJECTIVES:

Complete the RFQ's needed for the construction items related to the upgrade and remodel of the fire station.
 Final acceptance of the new E-One Fire Engine/Pumper by the end of the CY 2024.
 Final acquisition of the needed new emergency services Fire and EMS equipment by end of CY 2024.

STRATEGIC GOAL: INNOVATIVE AND HIGH PERFORMING ORGANIZATION

GOAL:

Continue with the development of a program to accurately track, record and establish baseline numbers for the Town of Cave Creek Emergency and Non-emergency incident responses.

OBJECTIVES:

Provide a quarterly (and annual) report for the Mayor & Council, Town Management and residents that identifies local incident responses, training activities, and significant incidents or accomplishments.

STRATEGIC GOALS: SAFE AND VIBRANT COMMUNITY

GOAL:

Community Outreach and Education.

OBJECTIVES:

Continue to host Community brush/defensible space clearance days.
 Coordinate activities with Maricopa County when possible.
 Conduct and evaluate a follow-up community survey to identify knowledge and awareness levels of residents for wildland and emergency services activities.

Measures	FY 24-25 Budget
Complete all Equipment purchases for Fire Services and Fire station upgrades	End of CY 2024
Fire personnel annual training hours	220
Report of Community responses and training activity to Council	Quarterly
Follow-up Community survey (currently in progress)	End of FY 2025

Significant Changes

Significant changes in the budget line items (capital) are primarily created by timing issues and the costs associated with the upgrade and remodel of the Town's fire station.

Fire and Emergency Medical Protection	2021-22 Actual	2022-23 Actual	2023-24 Adopted Budget	2023-24 Actuals of 3/13/2024	2023-24 Estimated	2024-25 Proposed Budget
Personnel						
Salaries and Wages	64,633	118,218	123,600	82,197	123,600	128,028
FICA/Medicare	4,934	9,029	9,460	6,278	9,460	9,795
Retirement	8,021	14,386	15,200	10,102	15,200	15,735
Life & Medical	833	1,154	1,260	910	1,260	1,006
State Compensation	1,291	2,410	2,280	1,723	2,280	2,323
Unemployment Insurance	148	6	10	37	37	50
Total Personnel	79,860	145,203	151,810	101,247	151,837	156,937
Contracts & Services						
Professional Services	1,647,918	2,402,888	2,598,440	1,838,321	2,598,440	2,728,362
Electric, Water Sewer, Trash	9,634	13,846	14,340	12,319	14,340	17,900
Non-Professional Services	678	3,708	5,500	2,522	5,500	5,500
Equipment Maintenance	-	-	500	-	-	500
Equipment	-	-	30,000	3,656	5,000	30,000
Rental of Land & Buildings	24,000	-	-	-	-	-
Training and Travel	942	150	1,000	-	-	1,000
Memberships and Dues	325	450	1,000	75	1,000	1,000
Total Contracts & Services	1,683,497	2,421,042	2,650,780	1,856,893	2,624,280	2,784,262
Commodities (non-capital)						
Supplies	1,121	4,462	2,500	1,743	2,500	3,000
Fuel & Oil	1,882	2,264	20,000	1,748	5,000	20,000
Fire Equipment	-	-	-	-	-	200,000
Total Commodities	3,003	6,726	22,500	3,491	7,500	223,000
Capital						
Capital Vehicles	182,271	-	-	-	-	-
Capital Equipment	214,458	94,469	200,000	5,541	200,000	-
Capital Improvements	1,472,647	166,788	2,585,000	1,155,840	2,585,000	2,899,000
Total Capital	1,869,376	261,257	2,785,000	1,161,381	2,785,000	2,899,000
Total Fire & Emergency Medical Protection	3,635,736	2,834,228	5,610,090	3,123,012	5,568,617	6,063,199

Expenditures by Use	2021-22 Actual	2022-23 Actual	2023-24 Adopted Budget	2023-24 Actuals of 3/13/2024	2023-24 Estimated	2024-25 Proposed Budget
Personnel	79,860	145,203	151,810	101,247	151,837	156,937
Contracts & Services	1,683,497	2,421,042	2,650,780	1,856,893	2,624,280	2,784,262
Commodities	3,003	6,726	22,500	3,491	7,500	223,000
Operating Expense Total	1,766,360	2,572,971	2,825,090	1,961,631	2,783,617	3,164,199
Capital Total	1,869,376	261,257	2,785,000	1,161,381	2,785,000	2,899,000
Department Total	3,635,736	2,834,228	5,610,090	3,123,012	5,568,617	6,063,199

Capital Expenditures by Project	2024-25 Proposed Budget
Fire Station #1	2,899,000
Total Capital	2,899,000

Authorized Positions	FY2020-2021	FY2021-2022	FY2022-2023	FY2023-2024	FY2024-2025
Community Risk Reduction Director	-	1.00	1.00	1.00	1.00
Total Positions	-	1.00	1.00	1.00	1.00



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General Government



General Government	2021-22 Actual	2022-23 Actual	2023-24 Adopted Budget	2023-24 Actuals of 3/13/2024	2023-24 Estimated	2024-25 Proposed Budget
Personnel						
Recruitment/Retention Pay *	-	-	-	-	-	69,149
Total Personnel	-	-	-	-	-	69,149
Contracts & Services						
Non-Professional Services **	-	-	-	-	-	30,000
Employee Appreciation	-	-	-	-	-	7,500
Memberships and Dues	-	-	-	-	-	9,500
Holiday Celebration	-	-	-	-	-	10,000
Volunteer Appreciation	-	-	-	-	-	10,000
Insurance	-	-	-	-	-	148,500
Community Grants	-	-	-	-	-	40,000
Total Contracts & Services	-	-	-	-	-	255,500
Total General Government	-	-	-	-	-	324,649

* 2.5% of General Fund salaries for recruitment and retention of General Fund employees.

** Support for the Cave Creek Museum in administering the Local Landmark Program.

Expenditures by Use	2021-22 Actual	2022-23 Actual	2023-24 Adopted Budget	2023-24 Actuals of 3/13/2024	2023-24 Estimated	2024-25 Proposed Budget
Personnel	-	-	-	-	-	69,149
Contracts & Services	-	-	-	-	-	255,500
Operating Expense Total	-	-	-	-	-	324,649
Department Total	-	-	-	-	-	324,649



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Finance

Department Description

The Finance Department works with every department providing support services for the Town including financial reporting, payroll, accounts payable, accounts receivable, utility billing, treasury services and purchasing. The department is responsible for the preparation of the Annual Budget, Annual Comprehensive Financial Report (ACFR) and completion of the annual audit. The priority of the Finance department is to provide accurate and timely agency-wide reporting and fiscal oversight to maintain financial viability.

Accomplishments

- Received the GFOA Distinguished Budget Award for the FY 2024 Annual Budget.
- Received the GFOA Certificate of Achievement Award for the FY 2023 ACFR.
- Presented Town's five-year Capital Improvement Plan to Council.
- Assisted departments with accounts payable, revenue recognition, contracts, budget and payroll functions.

Goals and Strategies

STRATEGIC GOAL: FISCAL SUSTAINABILITY

GOAL:

Maintain community trust and demonstrate best practices in financial planning by presenting an annual budget that represents accuracy and transparency.

OBJECTIVES:

Create a FY 2025 budget document to the standards recognized by the Government Finance Officers Association (GFOA) to achieve and receive the GFOA Distinguished Budget Award.

GOAL:

Maintain community trust and demonstrate best practices in financial reporting by presenting an ACFR that represents accuracy and transparency.

OBJECTIVES:

Create a FY 2024 ACFR to the standards recognized by the Government Finance Officers Association (GFOA) to achieve and receive the GFOA Certificate of Achievement Award.

Measures	FY 24-25 Budget
Number of consecutive years to receive the GFOA Distinguished Budget Award	5
Number of consecutive years to receive the GFOA Certificate of Achievement Award for ACFR	13

Significant Changes

Staff turnover.



	2021-22 Actual	2022-23 Actual	2023-24 Adopted Budget	2023-24 Actuals of 3/13/2024	2023-24 Estimated	2024-25 Proposed Budget
Finance						
Personnel						
Salaries and Wages	247,896	446,884	446,550	291,806	446,550	368,840
PTO Payout	8,668	5,327	8,100	9,567	12,000	12,000
FICA/Medicare	19,176	34,052	34,800	22,669	34,800	28,217
Retirement	30,834	54,381	54,900	35,863	54,900	45,331
Life & Medical	53,508	73,806	77,600	60,758	77,600	104,091
State Compensation	703	1,264	1,150	866	1,150	1,108
Unemployment Insurance	270	22	20	141	141	226
Total Personnel	361,055	615,736	623,120	421,670	627,141	559,813
Contracts & Services						
Audit Services	35,500	36,250	-	-	-	60,000
Professional Services	221,517	53,411	30,000	42,771	100,000	30,000
Non-Professional Services	933	898	1,500	7,065	15,000	5,000
Training and Travel	3,852	1,000	2,500	1,805	2,500	15,000
Bank Charges	10,574	7,672	13,100	(1,539)	5,000	13,100
Total Contracts & Services	272,376	99,231	47,100	50,102	122,500	123,100
Commodities (non-capital)						
Postage & Copier	-	-	200	-	-	450
Supplies	4,626	2,103	2,000	848	2,000	2,000
Total Commodities	4,626	2,103	2,200	848	2,000	2,450
Total Finance Department	638,057	717,070	672,420	472,620	751,641	685,363

	2021-22 Actual	2022-23 Actual	2023-24 Adopted Budget	2023-24 Actuals of 3/13/2024	2023-24 Estimated	2024-25 Proposed Budget
Expenditures by Use						
Personnel	361,055	615,736	623,120	421,670	627,141	559,813
Contracts & Services	272,376	99,231	47,100	50,102	122,500	123,100
Commodities	4,626	2,103	2,200	848	2,000	2,450
Operating Expense Total	638,057	717,070	672,420	472,620	751,641	685,363
Capital Total	-	-	-	-	-	-
Department Total	638,057	717,070	672,420	472,620	751,641	685,363

Authorized Positions	FY2020-2021	FY2021-2022	FY2022-2023	FY2023-2024	FY2023-2024	FY2024-2025
Finance Director	1.00	1.00	1.00	1.00	1.00	1.00
Accounting Manager	-	1.00	1.00	1.00	1.00	1.00
Special Projects Manager	-	-	1.00	1.00	1.00	-
Management Analyst	-	-	-	-	-	1.00
Senior Accountant	1.00	-	-	-	-	-
Accountant I	-	-	1.00	0.70	0.70	0.70
Accounting Specialist	1.00	1.00	-	-	-	-
Utility Billing Specialist Lead	1.00	1.00	-	-	-	-
Utility Billing Specialist	1.00	1.00	-	-	-	-
Total Positions	5.00	5.00	4.00	3.70	3.70	3.70



Annual Budget FY 2024 - 2025

Town Council

Department Description

The Mayor and six (6) Town Council members are the elected representatives of the Town of Cave Creek. The Council provides and facilitates active public participation in the establishment and communication of Town Policy by providing a forum for citizen input.

The Town Council supports the community by effectively managing public services and fostering our unique southwestern ways of life.

Committed resources to water utility system capital projects that will increase the safety and reliability of the drinking water for the water service area.



Town Council	2021-22 Actual	2022-23 Actual	2023-24 Adopted Budget	2023-24 Actuals of 3/13/2024	2023-24 Estimated	2024-25 Proposed Budget
Personnel						
Workman's Compensation	429	361	400	192	400	400
Total Personnel	429	361	400	192	400	400
Contracts & Services						
Audit Services	-	-	45,000	38,650	45,000	-
Professional Services	1,011	15,510	25,000	57,800	75,000	25,000
Training and Travel	11,011	19,802	15,000	13,088	15,000	5,500
Community Grants	10,000	23,044	40,000	-	40,000	-
Total Contracts & Services	22,022	58,356	125,000	109,538	175,000	30,500
Commodities (non-capital)						
Supplies	791	1,930	2,500	671	1,500	5,000
Total Commodities	791	1,930	2,500	671	1,500	5,000
Total Council	23,242	60,647	127,900	110,401	176,900	35,900

Expenditures by Use	2021-22 Actual	2022-23 Actual	2023-24 Adopted Budget	2023-24 Actuals of 3/13/2024	2023-24 Estimated	2024-25 Proposed Budget
Personnel	429	361	400	192	400	400
Contracts & Services	22,022	58,356	125,000	109,538	175,000	30,500
Commodities	791	1,930	2,500	671	1,500	5,000
Operating Expense Total	23,242	60,647	127,900	110,401	176,900	35,900
Department Total	23,242	60,647	127,900	110,401	176,900	35,900



Annual Budget FY 2024 - 2025

Contingency

Description

The purpose of contingency/cash reserves is to a) provide for a minimum cash balance in a fund for the next fiscal year, b) provide the necessary cash to finance future expenditures and capital outlays identified in a Capital Improvement Plan, c) provide cash for emergency and/or unanticipated expenses in the current fiscal year, and d) provide working capital for Town operations between (sales) tax payment periods.

The Town's annual operating budget for the General Fund includes a contingency amount equal to 10% of General Fund Sales Tax and State Shared Revenues.

Contingency	2021-22 Actual	2022-23 Actual	2023-24 Adopted Budget	2023-24 Actuals of 3/13/2024	2023-24 Estimated	2024-25 Proposed Budget
Contingency	-	-	1,216,800	-	-	1,159,359
Total Contingency	-	-	1,216,800	-	-	1,159,359



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Public Works

Department Description

The Public Works Department is comprised of two divisions Engineering and Roads. The Engineering division provides review for commercial development, inspections and project management. The Roads division maintains the Town's residential roadways and right of ways. The priority of the Public Works department is to provide compliance and oversight for development projects in the Town and well-maintained roads and right of ways for the safety of the community.

Accomplishments

In 2023 to 2024 the Town of Cave Creek Public Works Department has had the following accomplishments.

- Construction by the Public Works Staff of approximately 4,400 lineal feet of Arroyo Road and Echo Canyon Road that is 22 feet wide unpaved road to provide a safe route for the residents of northwest Cave Creek. Work on the project will conclude with the construction of a paved road within the Town's right of way on the eastern end of the project.
- Bidding and construction of six mill and pave projects and three Micro-Surface projects outlined by the Town's Pavement Management Plan. The projects included:
 - o 48th Street Mill and Pave from El Sendero north to the end
 - o 49th Street Micro-Surface with Structural Repairs north of Carefree Highway
 - o 50th Street Mill and Pave from south of New River Road to North Creek View Lane
 - o Rancho Manana Blvd Mill and Pave from Fairway Trail to Miramonte Drive
 - o Canyon Ridge Trail Mill and Pave from Chuckwalla Trail to north end.
 - o Highland Road Edge Mill and Pave from Spur Cross Road to 56th Street
 - o Skyline Drive / Hidden Valley Drive Mill and Pave from Cave Creek Road to Hidden Valley Drive (Skyline Drive) and Skyline Drive to Egret Street (Hidden Valley Drive).
 - o Skyline Drive Micro-Surface with structural repairs from Hidden Valley Drive to Basin Road.
 - o Stage Coach Pass Micro Surface with structural repairs from North 61st Street to Sunset Trail
- Installation of curbs along Cave Creek Road in the Town Core to support the connection of the Town's pedestrian pathways and to prevent parking that was occurring over the pathways.
- Issue a Design Contract for the design of drainage improvements and paving of Tally Ho Drive and Tandem Drive. Pending completion of design construction should be accomplished during first quarter of FY25.

Goals and Strategies

STRATEGIC GOAL: INFRASTRUCTURE

GOAL:

Fully fund pavement management plan including deferred maintenance by end of FY 2026.

OBJECTIVES:

Town has identified approximately \$1.9 million in pavement maintenance projects and roadway connection projects for FY 2025. The Pavement Management projects mainly mill and pave projects where the existing roadway surface will be removed, and new asphalt placed over top. The Pavement Management projects are identified in the Town's 2020 Pavement Management Plan.

STRATEGIC GOAL: INFRASTRUCTURE

GOAL:

Implement pedestrian safety measures to increase pedestrian safety index by 50 percent by end of FY 2026.

OBJECTIVES:

Implement pedestrian safety measures with high benefit to cost ratios as identified in 2021 Local Agency Safety Study. Will include safer crosswalks and overall reduction in average speed of traffic through the Town Core.

FLEET DIVISION

STRATEGIC GOAL: INFRASTRUCTURE / FISCAL SUSTAINABILITY

GOAL:

Provide the highest quality fleet maintenance services at the lowest possible cost.

OBJECTIVES:

Review all accounts used in fleet repairs to make sure that the rate charged is the lowest possible rate available for quality work.

Measures

Measures	FY 24-25 Budget
Number of work order requests	290
Increase of Towns average overall PCI of 67 to 71	< 3 years
Response times < 24 hours	243
Sweeping Cycles of paved streets	4
Blade Cycles for Unpaved Roads	5
Weed Spraying of Rights of Ways	4
Centerline Miles of Paved Streets affected	73
Community Outreach Events	2

Significant Changes

Increase in Fuel & Oil costs and Electric, Water, Sewer, Trash in Roads & Maintenance are due to increase costs of the associated materials and services.

	2021-22 Actual	2022-23 Actual	2023-24 Adopted Budget	2023-24 Actuals of 3/13/2024	2023-24 Estimated	2024-25 Proposed Budget
Public Works						
Engineering						
Personnel						
Salaries and Wages	139,207	103,992	128,057	71,064	128,057	130,694
Overtime	211	-	-	-	-	-
FICA/Medicare	10,864	7,819	9,797	5,353	9,797	9,469
Retirement	17,556	12,655	15,739	8,749	15,739	13,605
Life & Medical	31,736	21,266	30,016	16,942	30,016	29,666
State Compensation	2,006	1,919	1,431	1,383	1,431	1,018
Unemployment Insurance	59	5	10	31	50	48
Total Personnel	201,639	147,656	185,050	103,522	185,090	184,500
Contracts & Services						
Professional Services	26,793	23,871	50,000	-	-	50,000
Employee Training & Memberships	263	290	500	356	500	500
Total Contracts & Services	27,056	24,161	50,500	356	500	50,500
Commodities (non-capital)						
Supplies	11	81	300	23	300	300
Fuel & Oil	126	-	1,000	577	1,000	1,000
Subscriptions	108	150	200	-	200	200
Total Commodities	245	231	1,500	600	1,500	1,500
Total Engineering	228,940	172,048	237,050	104,478	187,090	236,500
Roads						
Personnel						
Salaries and Wages	270,385	326,608	384,800	236,438	384,800	394,367
Overtime	2,115	7,317	10,090	993	3,975	8,500
On Call	8,950	9,100	9,125	6,100	9,125	9,125
PTO Payout	380	6,333	3,755	2,769	3,755	3,849
FICA/Medicare	21,083	26,044	31,260	18,614	31,260	30,170
Retirement	35,319	41,812	50,000	30,442	43,100	48,868
Life & Medical	78,293	98,699	120,450	83,732	120,450	136,404
State Compensation	26,481	33,138	33,900	24,583	33,900	33,825
Unemployment Insurance	538	162	40	325	40	48
Total Personnel	443,544	549,213	643,420	403,996	630,405	665,156
Contracts & Services						
Professional Services	65,878	8,165	165,000	3,568	35,000	165,000
Electric, Water, Sewer, Trash	31,847	40,448	42,000	14,161	40,000	42,000
Non-Professional Services	5,358	2,182	10,000	9,625	15,000	10,000
Maintenance	73,124	120,433	125,000	157,109	200,000	250,000
Equipment Lease	7,936	19,381	25,000	10,429	15,000	25,000
Employee Training & Memberships	6,994	3,225	4,500	3,414	4,500	5,000
Total Contracts & Services	191,137	193,834	371,500	198,306	309,500	497,000
Commodities (non-capital)						
Supplies	116,780	136,306	130,000	66,949	130,000	130,000
Fuel & Oil	34,318	45,820	42,000	21,384	42,000	46,000
Total Commodities	151,098	182,126	172,000	88,333	172,000	176,000
Capital						
Capital Improvements	36,075	168,900	1,830,600	533,698	1,270,600	2,993,200
Total Capital	36,075	168,900	1,830,600	533,698	1,270,600	2,993,200
Total Roads	821,854	1,094,073	3,017,520	1,224,333	2,382,505	4,331,356
Fleet Division						
Contracts & Services						
Vehicle Maintenance	-	-	-	-	-	47,000
Total Contracts & Services	-	-	-	-	-	47,000
Commodities (non-capital)						
Supplies	-	-	-	-	-	15,000
Total Commodities	-	-	-	-	-	15,000

Public Works	2021-22 Actual	2022-23 Actual	2023-24 Adopted Budget	2023-24 Actuals of 3/13/2024	2023-24 Estimated	2024-25 Proposed Budget
Capital						
Capital Equipment	-	-	-	-	-	725,000
Total Capital	-	-	-	-	-	725,000
Total Fleet	-	-	-	-	-	787,000
Total Public Works	1,050,794	1,266,121	3,254,570	1,328,811	2,569,595	5,354,856

Expenditures by Use	2021-22 Actual	2022-23 Actual	2023-24 Adopted Budget	2023-24 Actuals of 3/13/2024	2023-24 Estimated	2024-25 Proposed Budget
Personnel	645,183	696,869	828,470	507,518	815,495	849,656
Contracts & Services	218,193	217,995	422,000	198,662	310,000	594,500
Commodities	151,343	182,357	173,500	88,933	173,500	192,500
Operating Expense Total	1,014,719	1,097,221	1,423,970	795,113	1,298,995	1,636,656
Capital Total	36,075	168,900	1,830,600	533,698	1,270,600	3,718,200
Department Total	1,050,794	1,266,121	3,254,570	1,328,811	2,569,595	5,354,856

Capital Expenditures by Project	2024-25 Proposed Budget
Implement Pedestrian Safety Study Recommendations	100,000
Cave Creek Road Median Enhancements	500,000
Tally Ho and Tandem - Drainage and Chip Seal	260,000
Grapevine Road - Edge Mill and Overlay	201,000
Rifleman Road - Mill and Pave	123,150
Chuckwalla, Palo Verde Pass, Red Dog - Edge Mill	124,750
40th Street and Galvin - Mill and Pave	208,000
53rd street - Barbie to Olsen - Pave Road	350,000
Yucca Road - Micro -Surface with Structural Repairs	75,000
58th St, 60th St, Azure Hills, Lone Mountain - Mill and Pave	267,800
School House Road - Micro-Surface	63,550
Rancho Manana Roads - Edge Mill and Overlay	161,950
Morningstar and 54th Street - Chip Seal and Drainage Improvements	288,000
New Water Ranch Office - PW	200,000
Pavement Management Plan Update	70,000
Freightliner FL80 Water Truck	275,000
Fire Tender Truck	450,000
Total Capital	3,718,200

Public Works

Authorized Positions	FY2020-2021	FY2021-2022	FY2022-2023	FY2023-2024	FY2024-2025
Town Engineer	1.00	1.00	1.00	1.00	1.00
Civil Engineer/Project Manager	-	-	-	0.20	-
Utility Assistant and Compliance Coord.	-	0.20	0.20	0.10	0.10
Management Analyst	0.45	0.45	0.45	-	-
Public Works Deputy Director	-	-	-	1.00	1.00
Public Works Supervisor	1.00	1.00	1.00	-	-
Public Works Worker I	3.00	3.00	3.00	3.00	3.00
Public Works Worker II	2.00	2.00	2.00	2.00	2.00
Total Positions	7.45	7.65	7.65	7.30	7.10





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Special Events

Department Description

Special Events within Cave Creek are managed through the Marshal's Office. The Town Marshal ensures that any town supported / sponsored events are safe and within the specified budget parameters. Cave Creek is known for our many special events. Special events help set Cave Creek apart from other communities as special events promote economic growth for our local economy as well as fosters a great sense of pride within our community.

Accomplishments

The Marshal's Office helped support and provided law enforcement support to the Cave Creek Rodeo Days Parade as well as the rodeo itself. The special events supported through our efforts also include Cave Creek Bike Week and the Dark Sky's events.

Goals and Strategies

STRATEGIC GOAL: COMMUNITY CULTURE / SAFE AND VIBRANT COMMUNITY

GOAL:

To help support town sponsored events and foster a partnership with our citizens and businesses to continue to bring new people and visitors into our community.

OBJECTIVES:

To help support safe and vibrant events that benefit our residents and business.

Measures	FY 24-25 Budget
Decreased expenditure for 2024 Annual Cave Creek Rodeo Days Law Enforcement.	< by 5%

Significant Changes

No significant changes to overall budget for FY 2025.

Special Events	2021-22 Actual	2022-23 Actual	2023-24 Adopted Budget	2023-24 Actuals of 3/13/2024	2023-24 Estimated	2024-25 Proposed Budget
Contracts & Services - Miscellaneous Special Events						
Non-Professional Services	-	592	1,000	582	582	1,000
Total Contracts & Services	-	592	1,000	582	582	1,000
Contracts & Services - Parades						
Non-Professional Services	7,054	900	34,000	-	29,976	34,000
Traffic Control	-	-	12,000	-	3,780	15,000
Equipment Lease	-	-	-	-	3,000	-
Total Contracts & Services	7,054	900	46,000	-	36,756	49,000
Contracts & Services - Rodeo						
Non-Professional Services	-	9,860	19,000	-	8,218	19,000
Traffic Control	2,197	-	2,500	-	3,240	2,500
Total Contracts & Services	2,197	9,860	21,500	-	11,458	21,500
Contracts & Services - General Fund Trails						
Total Special Events	9,251	11,352	68,500	582	48,796	71,500

Expenditures by Use	2021-22 Actual	2022-23 Actual	2023-24 Adopted Budget	2023-24 Actuals of 3/13/2024	2023-24 Estimated	2024-25 Proposed Budget
Contracts & Services	9,251	11,352	68,500	582	48,796	71,500
Operating Expense Total	9,251	11,352	68,500	582	48,796	71,500
Department Total	9,251	11,352	68,500	582	48,796	71,500



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National Opioid Settlement Fund

National Opioid Settlement Fund Approved Uses

- A. Treat Opioid Use Disorder (OUD)
- B. Support People in Treatment and Recovery
- C. Connect People Who Need Help to the Help They Need (Connections to Care)
- D. Address the Needs of Criminal-Justice-Involved Persons
- E. Address the Needs of Pregnant or Parenting Women and Their Families, Including Babies with Neonatal Abstinence Syndrome
- F. Prevent Over-Prescribing and Ensure Appropriate Prescribing and Dispensing of Opioids
- G. Prevent Misuse of Opioids
- H. Prevent Overdose Deaths and Other Harms
- I. First Responders
- J. Leadership, Planning and Coordination
- K. Training
- L. Research

National Opioid Settlement Fund	2021-22 Actual	2022-23 Actual	2023-24 Adopted Budget	2023-24 Actuals of 3/13/2024	2023-24 Estimated	2024-25 Proposed Budget
Revenues						
National Opioid Settlement Proceeds	-	10,582	-	4,868	21,868	10,446
Interest Income	-	-	-	-	625	400
Total Revenues	-	10,582	-	4,868	22,493	10,846
Expenditures						
Contracts & Services						
Non-Professional Services	-	-	-	2,972	2,972	40,949
Total Contracts & Services	-	-	-	2,972	2,972	40,949
Other Financing Sources (Uses)						
Unrestricted Fund Balance	-	-	-	-	-	30,103
Total Other Financing Sources (Uses)	-	-	-	-	-	30,103
Change in Fund Balance	-	10,582	-	1,896	19,521	-

Expenditures by Use	2021-22 Actual	2022-23 Actual	2023-24 Adopted Budget	2023-24 Actuals of 3/13/2024	2023-24 Estimated	2024-25 Proposed Budget
Contracts & Services	-	-	-	2,972	2,972	40,949
Department Total	-	-	-	2,972	2,972	40,949

NATIONAL OPIOID SETTLEMENT FUND SUMMARY						
Description	2021-22 Actual	2022-23 Actual	2023-24 Adopted Budget	2023-24 Actuals of 3/13/2024	2023-24 Estimated	2024-25 Proposed Budget
REVENUES BY TYPE:						
NATIONAL OPIOID SETTLEMENT PROCEEDS	\$ -	\$ 10,582	\$ -	\$ 4,868	\$ 21,868	\$ 10,446
INTEREST INCOME	-	-	-	-	625	400
TOTAL REVENUES	\$ -	\$ 10,582	\$ -	\$ 4,868	\$ 22,493	\$ 10,846
EXPENDITURES BY TYPE:						
SERVICES	-	-	-	2,972	2,972	40,949
TOTAL EXPENDITURES	\$ -	\$ -	\$ -	\$ 2,972	\$ 2,972	\$ 40,949
BEGINNING FUND BALANCE:	\$ -	\$ -	\$ -	\$ 10,582	\$ 10,582	\$ 30,103
NET REVENUES (EXPENSES):	-	10,582	-	1,896	19,521	(30,103)
ENDING FUND BALANCE:	\$ -	\$ 10,582	\$ -	\$ 12,478	\$ 30,103	\$ -

Fund	Beginning Fund Balances	Plus Revenues	Plus Transfers In	Less Expenditures and Capital	Less Transfers Out	Less Contingency	Ending Fund Balances
National Opioid Settlement Fund	30,103	10,846	-	40,949	-	-	-



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Highway User Revenue Fund

Department Description

Highway User Revenue Fund is a dedicated funding source for roadway projects performed by the Public Works Department. Timely and appropriate maintenance of streets and unpaved roads. Preventative maintenance activities for streets and unpaved roads such as resurfacing, crack sealing, seal coating and pothole patching.

Highway User Funds (HURF) are provided from the State to assist in constructing, reconstructing, roadways, both paved and unpaved, drainage facilities, traffic control devices, and street signs. As the HURF receipts can only be spent for specific projects, a separate fund is used to account for all resources used in this effort. The work funded here is directed/provided by the Public Works department.

Accomplishments

In 2023 to 2024 the Town of Cave Creek Public Works Department has had the following accomplishments.

- Bidding and construction of three mill and pave projects using Highway User Funds for all or part of the project construction. The projects included:
 - o 50th Street Mill and Pave from south of New River Road to North Creek View Lane.
 - o Highland Road Edge Mill and Pave from Spur Cross Road to 56th Street.
 - o Skyline Drive / Hidden Valley Drive Mill and Pave from Cave Creek Road to Hidden Valley Drive (Skyline Drive) and Skyline Drive to Egret Street (Hidden Valley Drive).

Goals and Strategies

STRATEGIC GOAL: INFRASTRUCTURE

GOAL:

Continuously improve and support the public experience and wellbeing including the Town's roads, sewers and public safety.

OBJECTIVE:

Fully Fund pavement management plan including deferred maintenance by end of FY 2026. Mill and Pave 50th Street from Carefree Highway to Restin Road.

HURF Fund	2021-22 Actual	2022-23 Actual	2023-24 Adopted Budget	2023-24 Actuals of 3/13/2024	2023-24 Estimated	2024-25 Proposed Budget
Revenues						
Gasoline Tax	426,049	373,000	389,385	248,863	373,295	393,589
Interest Income	-	-	-	11,123	17,850	15,000
Total Revenues	426,049	373,000	389,385	259,986	391,145	408,589
Expenditures						
Capital Projects						
Capital Improvements	524,997	309,931	596,000	347,898	530,000	475,000
Total Capital Projects	524,997	309,931	596,000	347,898	530,000	475,000
Total Expenditures	524,997	309,931	596,000	347,898	530,000	475,000
Other Financing Sources (Uses)						
Unrestricted Fund Balance	-	-	245,553	-	138,855	105,770
Contingency	-	-	(38,938)	-	-	(39,359)
Total Other Financing Sources (Uses)	-	-	206,615	-	138,855	66,411
Change in Fund Balance	(98,948)	63,069	-	(87,912)	-	0

Expenditures by Use	2021-22 Actual	2022-23 Actual	2023-24 Adopted Budget	2023-24 Actuals of 3/13/2024	2023-24 Estimated	2024-25 Proposed Budget
Capital Total	524,997	309,931	596,000	347,898	530,000	475,000
Department Total	524,997	309,931	596,000	347,898	530,000	475,000

Capital Expenditures by Project	2024-25 Proposed Budget
32nd Street - Mill and Pave	475,000
Total Capital	475,000

HIGHWAY USER REVENUE FUND SUMMARY						
Description	2021-22 Actual	2022-23 Actual	2023-24 Adopted Budget	2023-24 Actuals of 3/13/2024	2023-24 Estimated	2024-25 Proposed Budget
REVENUES BY TYPE:						
LOCAL TAX						
STATE SHARED REVENUES	\$ 426,049	\$ 373,000	\$ 389,385	\$ 248,863	\$ 373,295	\$ 393,589
INTEREST INCOME	-	-	-	11,123	17,850	15,000
TOTAL REVENUES	\$ 426,049	\$ 373,000	\$ 389,385	\$ 259,986	\$ 391,145	\$ 408,589
EXPENDITURES BY TYPE:						
CAPITAL	524,997	309,930	596,000	347,898	530,000	475,000
TOTAL EXPENDITURES	\$ 524,997	\$ 309,930	\$ 596,000	\$ 347,898	\$ 530,000	\$ 475,000
OTHER FINANCING SOURCES (USES):						
CONTINGENCY	-	-	(38,938)	-	-	(39,359)
TOTAL OTHER FINANCING SOURCES (USES)	\$ -	\$ -	\$ (38,938)	\$ -	\$ -	\$ (39,359)
BEGINNING FUND BALANCE:	\$ 378,540	\$ 279,592	\$ 342,662	\$ 342,662	\$ 342,662	\$ 203,807
NET REVENUES (EXPENDITURES)	(98,948)	63,070	(245,553)	(87,912)	(138,855)	(105,770)
ENDING FUND BALANCE:	\$ 279,592	\$ 342,662	\$ 97,109	\$ 254,750	\$ 203,807	\$ 98,037

Fund	Beginning Fund Balances	Plus Revenues	Plus Transfers In	Less Expenditures and Capital	Less Transfers Out	Less Contingency	Ending Fund Balances
Highway User Revenue Fund	203,807	408,589	-	475,000	-	39,359	98,037



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Spur Cross Ranch Conservation Fund

General Information

The acquisition of Spur Cross Ranch was finalized on January 11, 2001 by the State of Arizona, Maricopa County, and the Town of Cave Creek. A special bond election was held on September 12, 2000; and the Town voters approved an amount of \$6,825,000 to acquire Spur Cross Ranch.

The Town Council approved an Intergovernmental agreement (IGA) between the Town of Cave Creek and Maricopa County for the operation of the Spur Cross Ranch. Pursuant to the IGA, the Town of Cave Creek grants Maricopa County the exclusive authority to operate and manage the park. The Town agreed to dedicate a portion of the proceeds from the one-half percent for the operation of the park.

The Town Council on Tuesday, February 16, 1999, approved a one-half percent transaction privilege tax (1/2%) to operate the future park. The Town started collecting the 1/2 cent sales tax in December 2000. In FY 2017 they amended the dedication to allow the Town to transfer excess revenues to the General Fund, the Water Infrastructure Capital Improvement Fund, and the Trails Fund.

Accomplishments

Transferred capital to the Water Infrastructure Capital Improvement Fund.

Goals and Strategies

Continue to support the management and operations of the park for residents and visitors.

Spur Cross Ranch Conservation Fund	2021-22 Actual	2022-23 Actual	2023-24 Adopted Budget	2023-24 Actuals of 3/13/2024	2023-24 Estimated	2024-25 Proposed Budget
Revenues						
Local Tax	1,697,339	1,833,496	1,699,600	1,238,109	1,857,160	1,894,300
Local Fees	753	567	800	563	800	800
Interest Income	-	3,328	-	50,592	86,725	80,000
Total Revenues	1,698,092	1,837,391	1,700,400	1,289,264	1,944,685	1,975,100
Expenditures						
Contracts & Services						
Professional Services	216,000	216,000	216,000	162,000	216,000	216,000
Total Contracts & Services	216,000	216,000	216,000	162,000	216,000	216,000
Total Expenditures	216,000	216,000	216,000	162,000	216,000	216,000
Other Financing Sources (Uses)						
Unrestricted Fund Balance	-	-	273,354	-	273,355	-
Transfer Out - General Fund	(690,670)	(760,695)	(828,877)	-	(951,020)	(829,550)
Transfer Out - General Fund/Trails Committed Rese	(100,000)	(100,000)	(100,000)	-	(100,000)	(100,000)
Transfer Out - Water Infrastructure	(690,670)	(760,695)	(828,877)	-	(951,020)	(829,550)
Total Other Financing Sources (Uses)	(1,481,340)	(1,621,390)	(1,484,400)	-	(1,728,685)	(1,759,100)
Change in Fund Balance	752	-	-	1,127,264	-	-

Expenditures by Use	2021-22 Actual	2022-23 Actual	2023-24 Adopted Budget	2023-24 Actuals of 3/13/2024	2023-24 Estimated	2024-25 Proposed Budget
Contracts & Services	216,000	216,000	216,000	162,000	216,000	216,000
Operating Expense Total	216,000	216,000	216,000	162,000	216,000	216,000
Department Total	216,000	216,000	216,000	162,000	216,000	216,000

SPUR CROSS RANCH CONSERVATION AREA FUND SUMMARY						
Description	2021-22 Actual	2022-23 Actual	2023-24 Adopted Budget	2023-24 Actuals of 3/13/2024	2023-24 Estimated	2024-25 Proposed Budget
REVENUES:						
LOCAL TAX	\$ 1,697,339	\$ 1,833,496	\$ 1,699,600	\$ 1,238,109	\$ 1,857,160	\$ 1,894,300
LOCAL FEES	753	567	800	563	800	800
INTEREST INCOME	-	3,328	-	50,592	86,725	80,000
TOTAL REVENUES	\$ 1,698,092	\$ 1,837,391	\$ 1,700,400	\$ 1,289,264	\$ 1,944,685	\$ 1,975,100
EXPENDITURES:						
SERVICES	\$ 216,000	\$ 216,000	\$ 216,000	\$ 162,000	\$ 216,000	\$ 216,000
TOTAL EXPENDITURES	\$ 216,000	\$ 216,000	\$ 216,000	\$ 162,000	\$ 216,000	\$ 216,000
BEGINNING FUND BALANCE:	\$ 272,602	\$ 273,354	\$ 273,354	\$ 273,355	\$ 273,355	\$ (0)
NET REVENUES (EXPENDITURES)	\$ 1,482,092	\$ 1,621,391	\$ 1,484,400	\$ 1,127,264	\$ 1,728,685	\$ 1,759,100
TRANSFERS OUT	\$ (1,481,340)	\$ (1,621,390)	\$ (1,757,754)	\$ -	\$ (2,002,040)	\$ (1,759,100)
ENDING FUND BALANCE:	\$ 273,354	\$ 273,355	\$ (0)	\$ 1,400,619	\$ (0)	\$ (0)

Fund	Beginning Fund Balances	Plus Revenues	Plus Transfers In	Less Expenditures and Capital	Less Transfers Out	Less Contingency	Ending Fund Balances
Spur Cross Ranch Conservation Fund	-	1,975,100	-	216,000	1,759,100	-	-



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Open Space Acquisition Fund

General Information

This Special Revenue Fund was created to segregate accounting for transfers from Spur Cross Ranch Conservation Area Fund from excess dedicated sales tax that are accumulated for the purpose of acquiring land. Ordinance number O2017-02 was amended May 1, 2017 to discontinue transfers to the Open Space Acquisition Fund. The balance in this fund was accumulated from transfers prior to that change.

The Open Space Acquisition Fund will be used to add to open space areas like Spur Cross when appropriate.

A ribbon cutting ceremony was held on April 12, 2023 to mark a landmark land conservation partnership of three important entities, the Town of Cave Creek, Maricopa County, and the Desert Foothills Land Trust. Through their efforts, 30.6 acres of land were added to the Spur Cross Ranch Conservation Area.

Open Space Acquisition Fund	2021-22 Actual	2022-23 Actual	2023-24 Adopted Budget	2023-24 Actuals of 3/13/2024	2023-24 Estimated	2024-25 Proposed Budget
Revenues						
Interest Income	-	2,958	-	44,983	77,100	72,000
Total Revenues	-	2,958	-	44,983	77,100	72,000
Expenditures						
Capital						
Land	10,500	363,660	-	-	-	1,554,695
Total Capital	10,500	363,660	-	-	-	1,554,695
Total Expenditures	10,500	363,660	-	-	-	1,554,695
Other Financing Sources (Uses)						
Unrestricted Fund Balance	-	-	-	-	-	1,482,695
Total Other Financing Sources (Uses)	-	-	-	-	-	1,482,695
Change in Fund Balance	(10,500)	(360,702)	-	44,983	77,100	-
Expenditures by Use						
Capital Total	10,500	363,660	-	-	-	1,554,695
Department Total	10,500	363,660	-	-	-	1,554,695

OPEN SPACE ACQUISITION FUND SUMMARY						
Description	2021-22 Actual	2022-23 Actual	2023-24 Adopted Budget	2023-24 Actuals of 3/13/2024	2023-24 Estimated	2024-25 Proposed Budget
REVENUES BY TYPE:						
INTEREST INCOME	\$ -	\$ 2,958	\$ -	\$ 44,983	\$ 77,100	\$ 72,000
TOTAL REVENUES	\$ -	\$ 2,958	\$ -	\$ 44,983	\$ 77,100	\$ 72,000
EXPENDITURES BY TYPE:						
CAPITAL	\$ 10,500	\$ 363,660	\$ -	\$ -	\$ -	\$ 1,554,695
TOTAL EXPENDITURES	\$ 10,500	\$ 363,660	\$ -	\$ -	\$ -	\$ 1,554,695
BEGINNING FUND BALANCE:	\$ 1,776,797	\$ 1,766,297	\$ 1,405,595	\$ 1,405,595	\$ 1,405,595	\$ 1,482,695
NET REVENUES (EXPENSES):	\$ (10,500)	\$ (360,702)	\$ -	\$ 44,983	\$ 77,100	\$ (1,482,695)
ENDING FUND BALANCE:	\$ 1,766,297	\$ 1,405,595	\$ 1,405,595	\$ 1,450,578	\$ 1,482,695	\$ -

Fund	Beginning Fund Balances	Plus Revenues	Plus Transfers In	Less Expenditures and Capital	Less Transfers Out	Less Contingency	Ending Fund Balances
Open Space Acquisition Fund	1,482,695	72,000	-	1,554,695	-	-	-



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Grant Fund

General Information

The purpose of this fund is to subsidize Town expenditures for public safety and environmental issues, transportation issues, technology enhancements, and other governmental related services.

Account for grant monies and other intergovernmental agreements received by the Town.

Goals and Strategies

The Town may apply for other grants currently unidentified that may become available.

Grant Fund	2021-22 Actual	2022-23 Actual	2023-24 Adopted Budget	2023-24 Actuals of 3/13/2024	2023-24 Estimated	2024-25 Proposed Budget
Revenues						
LTAI II Grant - Vicap	12,386	12,430	15,000	12,430	12,430	15,000
MAG Pedestrian Traffic Safety	-	-	400,000	-	-	400,000
Arizona State Parks Grant	-	-	70,000	-	-	-
MAG Sweeper Grant	-	273,564	-	-	-	-
Community Grant	-	128,743	250,000	-	-	250,000
Miscellaneous Grants	4,698	-	3,105,000	-	-	3,000,000
Total Revenues	17,084	414,737	3,840,000	12,430	12,430	3,665,000
Expenditures						
LTAI II Grant - Vicap	12,386	12,430	15,000	-	12,430	15,000
MAG Pedestrian Traffic Safety	-	-	400,000	-	-	400,000
Arizona State Parks Grant	-	-	70,000	-	-	-
Community Grant	-	128,743	250,000	-	-	250,000
Miscellaneous Grants	4,698	-	3,105,000	-	-	3,000,000
Total Expenditures	17,084	141,173	3,840,000	-	12,430	3,665,000
Capital						
Capital Equipment	-	273,564	-	-	-	-
Total Capital	-	273,564	-	-	-	-
Change in Fund Balance	-	-	-	12,430	-	-

Expenditures by Use	2021-22 Actual	2022-23 Actual	2023-24 Adopted Budget	2023-24 Actuals of 3/13/2024	2023-24 Estimated	2024-25 Proposed Budget
Grant Funded Expenditures	17,084	141,173	3,840,000	-	12,430	3,665,000
	17,084	141,173	3,840,000	-	12,430	3,665,000
Capital Equipment	-	273,564	-	-	-	-
Capital Total	-	273,564	-	-	-	-
Department Total	17,084	414,737	3,840,000	-	12,430	3,665,000

GRANT FUND SUMMARY						
Description	2021-22 Actual	2022-23 Actual	2023-24 Adopted Budget	2023-24 Actuals of 3/13/2024	2023-24 Estimated	2024-25 Proposed Budget
REVENUES BY TYPE:						
GRANTS	\$ 17,084	\$ 414,737	\$ 3,840,000	\$ 12,430	\$ 12,430	\$ 3,665,000
TOTAL REVENUES	\$ 17,084	\$ 414,737	\$ 3,840,000	\$ 12,430	\$ 12,430	\$ 3,665,000
EXPENDITURES BY TYPE:						
GRANTS	\$ 17,084	\$ 141,173	\$ 3,840,000	\$ -	\$ 12,430	\$ 3,665,000
TOTAL EXPENDITURES	\$ 17,084	\$ 141,173	\$ 3,840,000	\$ -	\$ 12,430	\$ 3,665,000
BEGINNING FUND BALANCE:	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
NET REVENUES (EXPENDITURES)	\$ -	\$ 273,564	\$ -	\$ 12,430	\$ -	\$ -
TRANSFERS IN	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
ENDING FUND BALANCE:	\$ -	\$ 273,564	\$ -	\$ 12,430	\$ -	\$ -

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Fund	Beginning Fund Balances	Plus Revenues	Plus Transfers In	Less Expenditures and Capital	Less Transfers Out	Less Contingency	Ending Fund Balances
Grant Fund	-	3,665,000	-	3,665,000	-	-	-



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Cave Creek Water Infrastructure Improvement Fund

General Information

The Council adopted an ordinance to set aside a portion of sales tax money that is in excess of the amounts needed to pay for the operation of the Spur Cross Ranch Conservation Area. For budget and accounting purposes a separate fund is used to account for all resources used in this effort, both current and amounts accumulated in prior periods.

The water Infrastructure Capital Project Fund was to assist in constructing , reconstructing, and funding major maintenance projects related to the Cave Creek Water System.

Cave Creek Water Infrastructure Fund	2021-22 Actual	2022-23 Actual	2023-24 Adopted Budget	2023-24 Actuals of 3/13/2024	2023-24 Estimated	2024-25 Proposed Budget
Revenues						
Interest Income	-	-	-	84,279	144,475	135,000
Total Revenues	-	-	-	84,279	144,475	135,000
Expenditures						
Capital Improvements	-	-	-	-	-	-
Total Capital	-	-	-	-	-	-
Total Expenditures	-	-	-	-	-	-
Other Financing Sources (Uses)						
Unrestricted Fund Balance	-	-	8,443	-	-	2,843,198
Transfer In from Spur Cross	690,670	760,695	828,877	-	951,020	829,550
Transfer to Cave Creek Water	-	-	(837,320)	-	(837,320)	(3,807,748)
Total Other Financing Sources (Uses)	690,670	760,695	-	-	113,700	(135,000)
Change in Fund Balance	690,670	760,695	-	84,279	258,175	-

	2021-22 Actual	2022-23 Actual	2023-24 Adopted Budget	2023-24 Actuals of 3/13/2024	2023-24 Estimated	2024-25 Proposed Budget
Expenditures by Use						
Capital Total	-	-	-	-	-	-
Department Total	-	-	-	-	-	-

CAVE CREEK WATER INFRASTRUCTURE FUND SUMMARY

Description	2021-22 Actual	2022-23 Actual	2023-24 Adopted Budget	2023-24 Actuals of 3/13/2024	2023-24 Estimated	2024-25 Proposed Budget
REVENUES BY TYPE:						
INTEREST INCOME	\$ -	\$ -	\$ -	\$ 84,279	\$ 144,475	\$ 135,000
TOTAL REVENUES	\$ -	\$ -	\$ -	\$ 84,279	\$ 144,475	\$ 135,000
EXPENDITURES BY TYPE:						
CAPITAL	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
TOTAL EXPENDITURES	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
BEGINNING FUND BALANCE:	\$ 1,843,846	\$ 2,534,516	\$ 3,295,211	\$ 3,295,211	\$ 3,295,211	\$ 3,553,386
NET REVENUES (EXPENDITURES):	\$ -	\$ -	\$ -	\$ 84,279	\$ 144,475	\$ 135,000
TRANSFERS IN	\$ 690,670	\$ 760,695	\$ 828,877	\$ -	\$ 951,020	\$ 829,550
TRANSFERS OUT	-	-	(837,320)	-	(837,320)	(3,807,748)
	\$ 690,670	\$ 760,695	\$ (8,443)	\$ -	\$ 113,700	\$ (2,978,198)
ENDING FUND BALANCE:	\$ 2,534,516	\$ 3,295,211	\$ 3,286,768	\$ 3,379,490	\$ 3,553,386	\$ 710,188

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Fund	Beginning Fund Balances	Plus Revenues	Plus Transfers In	Less Expenditures and Capital	Less Transfers Out	Less Contingency	Ending Fund Balances
Cave Creek Water Infrastructure Improvement Fund	3,553,386	135,000	829,550	-	3,807,748	-	710,188



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Wastewater System

General Information

The Wastewater Enterprise Fund is responsible for operating the Wastewater Collection system, Wastewater Treatment Plant (WWTP) and reclaimed water system. Ensures compliance with all Federal, State and local regulations. Allows for system maintenance and repairs.

Accomplishments

- Completed repairs to the WWTP sludge basin and aeration system.
- Worked on updating and improving the Pretreatment Program.
- Continued to clean and inspect the collection system.
- Worked with contractors to repair identified defects.
- Completed a new bypass pump connection and replaced failed flow meter at the Stagecoach Lift Station.
- Worked on the Integrated Utility Master Plan, which is evaluate the existing wastewater system to identify system deficiencies and ensure the system can provide for future growth.
- Completed repairs to the belt press after the hydraulic hoses were damaged.
- Completed an emergency repair of the 8-inch force main at the intersection of Carefree Hwy and Cave Creek Road.

Goals and Strategies

STRATEGIC GOAL: FINANCIAL VIABILITY AND GOVERNANCE

GOAL:

Provided high quality and costs efficient wastewater services.

OBJECTIVES:

Operate and maintain the Cave Creek wastewater collection system and treatment plant.

Treat wastewater to meet all state and federal water quality standards.

Measures	FY 24-25 Budget
Maintain compliance with regulatory standards	100%
Number of sanitary sewer overflows	0
Respond to customer service requests within 1 business day	100%
Video Inspect 20% of all sewer lines (5 year inspection cycle)	20%
Clean 33% of all sewer lines annually	33%
Ensure compliance with Pretreatment (FOG) program	100%
Maintain operating expenditure within 5% of approved budgets	100%
Complete capital projects as scheduled and within budget	100%

Significant Changes

The adopted 2022 wastewater rates and annual rate increases will allow the fund to work towards becoming a true enterprise fund within a 5-year period.



Wastewater System	2021-22 Actual	2022-23 Actual	2023-24 Adopted Budget	2023-24 Actuals of 3/13/2024	2023-24 Estimated	2024-25 Proposed Budget
Revenues						
1/2 Cent Sales Tax	1,697,339	1,833,496	1,699,633	1,238,108	1,857,160	1,894,300
Sewer User Fees	899,353	1,119,631	1,337,190	843,460	1,337,190	1,396,937
Sewer Billing Admin Fee	21,738	22,224	20,000	14,732	22,100	20,000
Bulk Water Sales (Rancho Manana)	87,806	86,613	72,000	54,363	93,190	72,000
Capacity Charge - Wastewater	331,445	137,865	337,265	195,437	293,155	176,595
Wastewater Connection Fee	-	-	-	150	360	-
Sewer Usage Penalty	-	3	-	-	-	-
Interest Income	14	-	-	-	-	-
Recovery of Prior Year Expense	(2,555)	-	-	-	-	-
Miscellaneous	(9,128)	9,017	-	40	40	-
Total Revenues	3,026,012	3,208,849	3,466,088	2,346,290	3,603,195	3,559,832
Expenditures						
Personnel						
Salaries and Wages	182,382	284,092	356,050	223,653	335,480	454,602
Overtime	22,496	41,650	47,320	32,275	48,413	48,503
Per Diem On Call Pay	8,271	11,376	11,350	7,719	11,579	11,634
PTO Payout	14,667	6,096	4,550	8,336	12,504	13,000
FICA/Medicare	17,722	24,025	32,200	20,596	30,894	34,726
Retirement	35,076	37,615	51,100	29,150	43,725	55,871
Life & Medical	49,081	66,275	99,400	56,414	84,621	143,463
State Compensation	7,978	11,217	10,900	9,676	14,514	11,173
Unemployment Insurance	122	109	25	206	309	26
Recruitment/Retention Pay	-	-	8,340	2,500	8,340	10,981
Total Personnel	337,795	482,455	621,235	390,525	590,378	783,979
Contracts & Services						
Professional Attorney Services	-	1,620	2,000	1,580	2,000	2,000
Professional Services	147,606	257,275	100,000	69,703	75,000	50,000
Electric, Water, Sewer, Trash	173,843	184,409	190,000	133,893	190,000	200,000
Telephones	9,840	7,615	10,000	7,120	11,000	12,000
Non-Professional Services	96,279	74,386	75,000	22,652	75,000	75,000
Maintenance	246,176	157,379	200,000	101,912	150,000	200,000
Vehicle Maintenance	3,188	2,744	3,000	1,680	3,000	3,000
Equipment Leases & Rents	2,574	2,916	2,700	2,188	4,800	5,000
Training and Travel	477	1,365	1,500	-	1,000	1,500
Bank Service Fees	500	2,100	1,200	1,100	1,200	1,200
Insurance	22,425	13,286	25,000	12,916	25,000	30,000
Total Contracts & Services	702,908	705,095	610,400	354,744	538,000	579,700
Commodities (non-capital)						
Postage and Copier	448	-	500	-	500	500
Computer Equipment and Related Items	4,656	854	1,500	497	2,000	3,900
Computer Software	-	6,929	12,000	27,831	15,000	15,000
Supplies, Repair & Maintenance	52,721	61,213	50,000	42,631	50,000	50,000
Supplies	73,487	129,658	50,000	49,710	60,000	50,000
Chemical Supplies	192,113	159,547	200,000	124,769	200,000	210,000
Transportation - Mileage Reimbursement	-	116	500	212	500	500
Fuel & Oil	11,461	2,126	5,000	1,689	4,000	5,000
Total Commodities	334,886	360,443	319,500	247,339	332,000	334,900
Capital						
Capital Vehicles	-	-	70,000	55,348	56,400	-
Capital Improvements	277,735	599,077	825,000	201,921	748,500	1,325,000
Total Capital	277,735	599,077	895,000	257,269	804,900	1,325,000

Wastewater System	2021-22 Actual	2022-23 Actual	2023-24 Adopted Budget	2023-24 Actuals of 3/13/2024	2023-24 Estimated	2024-25 Proposed Budget
Debt Service						
Principal Payments	1,753,400	1,755,200	1,776,200	-	1,776,200	1,798,500
Interest	293,333	139,375	117,764	58,882	117,764	95,893
Total Debt Service	2,046,733	1,894,575	1,893,964	58,882	1,893,964	1,894,393
Total Expenditures	3,700,057	4,041,645	4,340,099	1,308,759	4,159,242	4,917,972
Other Financing Sources (Uses)						
Transfer In from General Fund	-	-	874,011	-	1,936,153	1,358,140
Total Other Financing Sources (Uses)	-	-	874,011	-	1,936,153	1,358,140
Change in Net Position	(674,045)	(832,796)	-	1,037,531	1,380,107	-

Expenditures by Use	2021-22 Actual	2022-23 Actual	2023-24 Adopted Budget	2023-24 Actuals of 3/13/2024	2023-24 Estimated	2024-25 Proposed Budget
Personnel	337,795	482,455	621,235	390,525	590,378	783,979
Contracts & Services	702,908	705,095	610,400	354,744	538,000	579,700
Commodities	334,886	360,443	319,500	247,339	332,000	334,900
Operating Expense Total	1,375,589	1,547,993	1,551,135	992,608	1,460,378	1,698,579
Capital Total	277,735	599,077	895,000	257,269	804,900	1,325,000
Debt Service Total	2,046,733	1,894,575	1,893,964	58,882	1,893,964	1,894,393
Department Total	3,700,057	4,041,645	4,340,099	1,308,759	4,159,242	4,917,972

Capital Expenditures by Project	2024-25 Proposed Budget
Manhole Rehabilitation Program	100,000
Collection System Repairs	350,000
Recharge Plan for WWTP Effluent	275,000
WWTP Assessment and Improvements	50,000
Retrofit Existing Neighborhoods with Sewer Lines	100,000
Chuparosa Lift Station Repairs	150,000
New Water Ranch Office - WW	300,000
Total Capital	1,325,000

Wastewater System

Authorized Positions	FY2020-2021	FY2021-2022	FY2022-2023	FY2023-2024	FY2024-2025
Utility Director	0.20	0.20	0.25	0.25	0.25
Civil Engineer/Project Manager	-	-	-	0.20	-
Deputy Utilities Director	-	-	-	-	0.25
Management Analyst	0.05	0.10	0.10	-	-
Utility Assistant and Compliance Coord.	0.20	0.10	0.10	0.10	0.10
Utility Maintenance Supervisor	-	0.10	0.25	0.25	-
Utility Treatment and Maintenance Supervisor	-	-	-	-	0.25
Utility Mechanic	0.30	0.10	0.25	0.50	0.50
Water Quality and Maintenance Tech	0.05	0.10	0.25	-	-
Utility Field Operations Supervisor	1.00	0.05	0.05	-	-
Lead Utility Worker	0.05	0.05	-	-	-
Utility Worker II	-	0.05	-	-	-
Utility Worker	0.15	0.10	-	-	-
Water Treatment Supervisor	0.10	-	-	-	-
Wastewater Supervisor	1.00	1.00	1.00	1.00	1.00
Wastewater Operator III	-	1.00	1.25	1.00	3.00
Wastewater Operator I	-	1.00	0.75	1.00	-
Plant Operator Supervisor	1.00	-	-	-	-
Plant Operator	0.30	-	-	-	-
Accountant I	-	-	-	0.10	0.10
Total Positions	4.40	3.95	4.25	4.40	5.45

WASTEWATER SYSTEM FUND SUMMARY

Description	2021-22 Actual	2022-23 Actual	2023-24 Budget	2023-24 Actuals of 3/13/2024	2023-24 Estimated	2024-25 Proposed Budget
Operating Revenue by Type						
Local Tax	\$ 1,697,339	\$ 1,833,496	\$ 1,699,633	\$ 1,238,108	\$ 1,857,160	\$ 1,894,300
Local Fees	1,340,342	1,366,336	1,766,455	1,108,142	1,745,995	1,665,532
Miscellaneous		-	-	-	40	-
Total Operating Revenue	\$ 3,037,681	\$ 3,199,832	\$ 3,466,088	\$ 2,346,250	\$ 3,603,195	\$ 3,559,832
Expenditures by Type						
Personnel	\$ 337,795	\$ 482,455	\$ 621,235	\$ 390,525	\$ 590,378	\$ 783,979
Services	702,908	705,095	610,400	354,744	538,000	579,700
Commodities	334,886	360,443	319,500	247,339	332,000	334,900
Debt Service	2,046,733	1,894,575	1,893,964	58,882	1,893,964	1,894,393
Total Expenditures	\$ 3,422,322	\$ 3,442,568	\$ 3,445,099	\$ 1,051,490	\$ 3,354,342	\$ 3,592,972
Net Operations	\$ (384,641)	\$ (242,736)	\$ 20,989	\$ 1,294,760	\$ 248,853	\$ (33,140)
One-time sources (uses)						
Transfers In	\$ -	\$ -	\$ 874,011	\$ -	\$ 1,936,153	\$ 1,358,140
Interest Income	14	-	-	-	-	-
Miscellaneous One-time	(11,683)	9,017	-	40	40	-
Capital Expenditures	(277,735)	(599,077)	(895,000)	(257,269)	(804,900)	(1,325,000)
Net One-time	\$ (289,404)	\$ (590,060)	\$ (20,989)	\$ (257,229)	\$ 1,131,293	\$ 33,140
Ending Balance						
Net Result	\$ (674,045)	\$ (832,796)			\$ 1,380,146	\$ -
Fund Balance - Beginning	\$ 128,452	\$ (547,350)			\$ (1,380,146)	\$ 0
Fund Balance - Ending	\$ (547,350)	\$ (1,380,146)			\$ 0	\$ 0
WIFA reserve requirement	\$ 304,848	\$ -			\$ -	\$ -
Contingency Reserve Policy						
Unassigned Fund Balance	\$ (852,198)	\$ (1,380,146)			\$ 0	\$ 0

Fund	Beginning Fund Balances	Plus Revenues	Plus Transfers In	Less Expenditures and Capital	Less Transfers Out	Less Contingency	Ending Fund Balances
Wastewater System Fund	-	3,559,832	1,358,140	4,917,972	-	-	-



Annual Budget FY 2024 - 2025

Cave Creek Water System

General Information

The Cave Creek Water Enterprise Fund is responsible for operating the CAP pipeline, water treatment plant, reservoir/booster sites and distribution system. Ensures compliance with all Federal, State and local regulations. Allows for the repair and maintenance of the treatment sites and the distribution system.

Accomplishments

- Worked on the Integrated Utility Master Plan, to identify system deficiencies, future improvements and how to address future water resource shortages.
- Continued to work on improving the Town's GIS mapping of the water system.
- Selected the Construction Manager at Risk (CMAR) to complete the work for the new interconnect site with Phoenix. Awarded the project GMP's and started site work.
- Continued to maintain and repair booster sites, included rebuilding pumps at the Carriage Booster
- Worked with Carefree Water Co. to complete the separation of almost all of the water system located within the Carefree municipal limits. Worked to limit impacts to all customers during the project.
- Completed numerous main line and service line repairs with Town staff.
- Work on the Water Smart Grant program to replace the Town's aged water meters with new smart meters capable of providing hourly water use data to the Town and customers.

Goals and Strategies

STRATEGIC GOAL: SERVICES AND INFRASTRUCTURE, FINANCIAL VIABILITY

GOAL:

Provided safe, dependable high-quality and cost-efficient water services.

OBJECTIVES:

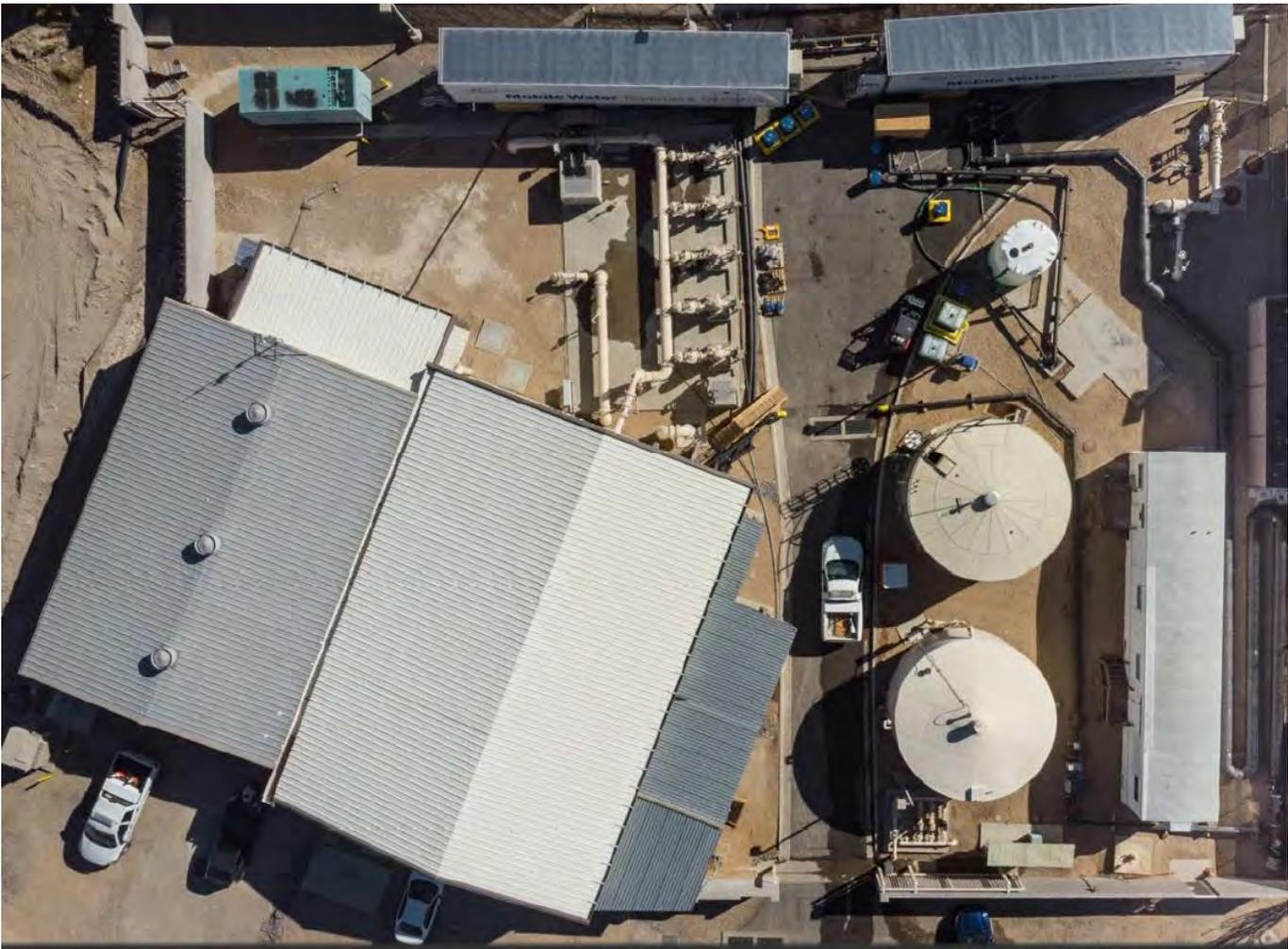
Operate and maintain the Cave Creek water system.

Treat water to meet all state and federal water quality standards.

Measures	FY 24-25 Budget
Maintain compliance with regulatory standards	100%
Respond to after-hour emergency requests within 2 hours	100%
Respond to customer service requests within 1 business day	100%
Average time to address unplanned water service disruptions	< 4 hrs.
Inspect each fire hydrant annually	100%
Achieve and maintain non-revenue water loss at or below 10%	10%
Maintain operating expenditure within 5% of approved budgets	100%
Complete capital projects as scheduled and within budget	100%

Significant Changes

Completed Town Code amendment to allow the Town to better implement the Water Shortage and Drought Management Plan in case of future reductions to water supplies.



Cave Creek Water System	2021-22 Actual	2022-23 Actual	2023-24 Adopted Budget	2023-24 Actuals of 3/13/2024	2023-24 Estimated	2024-25 Proposed Budget
Revenues						
Water Usage Fee	3,673,102	3,943,021	4,633,630	2,772,723	4,633,630	4,817,048
Water Usage Penalty	8,718	10,331	5,000	1,462	4,262	5,000
Water Usage Carefree	972,988	509,448	-	51,278	51,278	-
Water Usage Penalty Carefree	1,230	751	-	154	154	-
ADEQ Water Consumption Tax	2,906	27	-	-	-	-
Water Establishment Fee	8,425	5,200	8,000	2,535	3,775	8,000
Water Establishment Fee Carefree	540	280	-	-	-	-
Meter Set Fee	17,220	5,900	16,200	2,300	3,450	16,200
Utilities Plan Review	-	325	2,000	100	100	1,000
Bulkwater Sales	1,488,441	1,407,139	1,488,740	997,702	1,496,550	1,526,957
Water Connection Charge	1,075	965	500	370	555	500
Capacity Charge	405,332	181,153	302,052	207,241	310,860	457,332
Interest Income	53,084	(39,825)	-	90,761	155,590	140,000
Insurance Recoveries	15,598	-	-	-	-	-
Recovery of Prior Year Expense	(11,559)	-	-	-	-	-
Miscellaneous	14,635	3,904	5,000	3,654	5,000	5,000
SLFRF Grant Proceeds	-	-	-	-	1,949,776	-
WaterSmart Grant Proceeds	-	-	500,000	-	250,000	250,000
Congressionally Directed Spending Proceeds	-	-	2,500,000	-	-	2,000,000
Total Revenues	6,651,735	6,028,619	9,461,122	4,130,280	8,864,980	9,227,037
Expenditures						
Personnel						
Salaries and Wages	616,390	561,312	821,000	531,634	797,451	832,535
Overtime	55,876	51,035	70,000	47,906	71,859	71,750
Per Diem On Call Pay	18,160	15,208	17,250	10,704	16,056	17,681
PTO Payout	27,141	35,788	10,000	5,668	8,502	10,250
FICA/Medicare	53,451	50,211	70,100	44,416	66,624	63,586
Retirement	74,879	74,938	111,500	57,988	86,982	102,319
Life & Medical	188,625	172,402	285,500	147,506	221,259	236,856
State Compensation	23,020	21,359	20,700	20,056	30,084	18,611
Unemployment Insurance	418	173	60	577	866	600
Recruitment/Retention Pay	-	-	19,100	-	10,000	20,110
Total Personnel	1,057,960	982,426	1,425,210	866,455	1,309,683	1,374,298
Contracts & Services						
Professional Attorney Services	11,899	22,381	20,000	20,275	25,000	20,000
Professional Services	194,101	523,426	100,000	238,298	250,000	100,000
Electric, Water, Sewer, Trash	639,320	529,900	640,000	448,280	680,000	700,000
Telephones	20,358	16,121	25,000	10,755	20,000	20,000
Non-Professional Services	60,748	200,346	75,000	88,325	75,000	75,000
Maintenance	226,322	199,561	175,000	105,047	190,000	150,000
Vehicle Maintenance	5,540	6,936	10,000	13,453	15,000	10,000
Equipment Leases & Rents	30,267	37,757	10,000	16,947	27,630	5,000
Training and Travel	2,403	1,521	5,000	2,719	4,000	5,000
Bank Service Fees	583	764	1,500	212	500	500
Insurance	30,282	24,509	42,000	35,081	52,082	58,852
Total Contracts & Services	1,221,823	1,563,222	1,103,500	979,392	1,339,212	1,144,352

Cave Creek Water System	2021-22 Actual	2022-23 Actual	2023-24 Adopted Budget	2023-24 Actuals of 3/13/2024	2023-24 Estimated	2024-25 Proposed Budget
Commodities (non-capital)						
Postage & Copier Expense	17,486	17,562	20,000	12,222	18,000	20,000
Computer Equipment	3,689	5,734	10,000	444	5,000	5,000
Computer Software	-	7,595	15,000	26,387	25,000	20,000
CAP Water Expense	517,484	672,634	718,000	488,205	740,000	765,000
Supplies Repair, and Maintenance	101,019	128,282	150,000	129,545	175,000	175,000
Supplies	241,771	146,898	125,000	88,920	150,000	150,000
Chemicals	194,879	199,598	225,000	119,722	225,000	240,000
Transportation-Mileage Reimbursement	-	613	2,000	874	2,000	2,000
Fuel & Oil	15,580	16,518	20,000	9,608	20,000	20,000
Subscriptions	11,920	11,209	-	-	4,178	4,200
Total Commodities	1,103,828	1,206,643	1,285,000	875,927	1,364,178	1,401,200
Capital						
Capital Vehicles	-	105,721	-	-	-	70,000
Capital Equipment	-	143,390	-	-	-	140,000
Capital Improvements	532,993	456,175	2,175,000	119,345	1,214,797	2,375,000
Phoenix Interconnect - Capital Improvements	-	1,154,138	4,449,777	-	2,787,097	5,807,748
Total Capital	572,761	1,859,424	6,624,777	119,345	4,001,894	8,392,748
Debt Service						
Principal Payments	1,616,855	1,672,708	1,730,504	-	1,730,504	1,790,310
Interest	383,489	327,636	269,841	134,920	269,841	210,035
Total Debt Service	2,000,344	2,000,344	2,000,345	134,920	2,000,345	2,000,345
Total Expenditures	5,956,716	7,612,059	12,438,832	2,976,039	10,015,312	14,312,943
Other Financing Sources (Uses)						
Transfer In from General Fund	-	-	-	-	552,892	1,278,158
Transfer In from Water Infrastructure	-	-	837,320	-	837,320	3,807,748
Unrestricted Fund Balance	-	-	2,140,390	-	-	-
Total Other Financing Sources (Uses)	-	-	2,977,710	-	1,390,212	5,085,906
Change in Net Position	695,019	(1,583,440)	-	1,154,241	239,881	(0)

Expenditures by Use	2021-22 Actual	2022-23 Actual	2023-24 Adopted Budget	2023-24 Actuals of 3/13/2024	2023-24 Estimated	2024-25 Proposed Budget
Personnel	1,057,960	982,426	1,425,210	866,455	1,309,683	1,374,298
Contracts & Services	1,221,823	1,563,222	1,103,500	979,392	1,339,212	1,144,352
Commodities	1,103,828	1,206,643	1,285,000	875,927	1,364,178	1,401,200
Operating Expense Total	3,383,611	3,752,291	3,813,710	2,721,774	4,013,073	3,919,850
Capital Total	572,761	1,859,424	6,624,777	119,345	4,001,894	8,392,748
Debt Service Total	2,000,344	2,000,344	2,000,345	134,920	2,000,345	2,000,345
Department Total	5,956,716	7,612,059	12,438,832	2,976,039	10,015,312	14,312,943

Cave Creek Water System

Capital Expenditures by Project	2024-25 Proposed Budget
Phoenix Water Interconnect	5,807,748
Cave Creek Water Meter Replacement	550,000
WTP Treatment Upgrade	400,000
Water Vehicle Replacement Program	70,000
Purchase of 2nd Vactor Trailer	140,000
38th Street Booster Replacement	225,000
Pressure Zone 9 Fire Booster	250,000
CAP Booster Station Repairs and Upgrades	250,000
Rehab 6" Waterline Across Cave Creek Wash	250,000
Waterline Looping and Replacement Program	150,000
New Water Ranch Office - Water	300,000
Total Capital	8,392,748

Authorized Positions	FY2020-2021	FY2021-2022	FY2022-2023	FY2023-2024	FY2024-2025
Utility Director	0.40	0.40	0.50	0.50	0.50
Civil Engineer/Project Manager	-	-	-	0.40	-
Deputy Utilities Director	-	-	-	-	0.50
Management Analyst	0.35	0.20	0.40	-	-
Utility Assistant and Compliance Coord.	0.35	0.40	0.40	0.40	0.40
Preventative Maintenance	-	-	-	-	-
Utility Maintenance Supervisor	-	0.50	0.50	0.50	-
Utility Treatment and Maintenance Supervisor	-	-	-	-	0.50
Utility Mechanic	0.40	0.50	0.50	1.00	1.00
Water Quality & Maintenance Tech	0.40	0.50	0.50	-	-
Water Treatment Supervisor	0.50	0.95	0.75	0.90	-
Water Treatment Operator III	-	2.85	2.50	3.00	3.00
Water Treatment Operator	-	-	-	-	0.50
Lead Water Plant Operator	1.00	-	-	-	-
Water Plant Operator	3.00	-	-	-	-
Utility Field Operations Supervisor	0.50	0.50	0.50	0.50	0.50
Utility Worker Lead	0.50	0.50	0.50	0.50	0.50
Utility Worker II	-	0.50	0.50	0.50	0.50
Utility Worker	1.50	1.00	1.00	1.00	1.50
Utility Billing Specialist Lead	-	-	0.50	0.50	0.50
Utility Billing Specialist	-	-	0.50	0.50	0.50
Accountant I	-	-	-	0.10	0.10
Total Positions	8.90	8.80	9.55	10.30	10.50

CAVE CREEK WATER SYSTEM FUND SUMMARY

Description	2021-22 Actual	2022-23 Actual	2023-24 Adopted Budget	2023-24 Actuals of 3/13/2024	2023-24 Estimated	2024-25 Proposed Budget
Operating Revenues by Type						
Local Fees	\$ 6,579,977	\$ 6,064,540	\$ 6,456,122	\$ 4,035,865	\$ 6,504,614	\$ 6,832,037
Miscellaneous	14,635	3,904	5,000	3,654	5,000	5,000
Total Operating Revenues	\$ 6,594,612	\$ 6,068,444	\$ 6,461,122	\$ 4,039,519	\$ 6,509,614	\$ 6,837,037
Operating Expenditures by Type						
Personnel	\$ 1,057,960	\$ 982,426	\$ 1,425,210	\$ 866,455	\$ 1,309,683	\$ 1,374,298
Services	1,221,823	1,563,222	1,103,500	979,392	1,339,212	1,144,352
Commodities	1,103,828	1,206,643	1,285,000	875,927	1,364,178	1,401,200
Debt Service	2,000,344	2,000,344	2,000,345	134,920	2,000,345	2,000,345
Total Operating Expenditures	\$ 5,383,955	\$ 5,752,635	\$ 5,814,055	\$ 2,856,694	\$ 6,013,418	\$ 5,920,195
Net Operations	\$ 1,210,657	\$ 315,809	\$ 647,067	\$ 1,182,825	\$ 496,197	\$ 916,842
One-time sources (uses)						
Transfers In	-	-	837,320	-	1,390,212	5,085,906
Grant Proceeds	-	-	3,000,000	-	2,199,776	2,250,000
Interest Income	53,084	(39,825)	-	90,761	155,590	140,000
Miscellaneous One Time Revenue	4,039	-	-	-	-	-
Capital Expenditures	(572,761)	(1,859,424)	(6,624,777)	(119,345)	(4,001,894)	(8,392,748)
Net One-time	\$ (515,638)	\$ (1,899,249)	\$ (2,787,457)	\$ (28,584)	\$ (256,316)	\$ (916,842)
Ending Balance						
Net Result	\$ 695,019	\$ (1,583,440)			\$ 239,881	\$ (0)
Fund Balance - Beginning	\$ 1,985,081	\$ 2,680,100			\$ 1,096,660	\$ 1,336,541
Fund Balance - Ending	\$ 2,680,100	\$ 1,096,660			\$ 1,336,541	\$ 1,336,541
WIFA reserve requirement	\$ 1,736,329	\$ 1,336,541			\$ 1,336,541	\$ 1,336,541
Contingency Reserve	\$ -	\$ -			\$ -	\$ -
Unassigned Fund Balance	\$ 943,771	\$ (239,881)			\$ (0)	\$ (0)

Fund	Beginning Fund Balances	Plus Revenues	Plus Transfers In	Less Expenditures and Capital	Less Transfers Out	Less Contingency	Ending Fund Balances
Cave Creek Water System Fund	1,336,541	9,227,037	5,085,906	14,312,943	-	-	1,336,541



Annual Budget FY 2024 - 2025

Desert Hills Water System

General Information

The Desert Hills Water Enterprise Fund is responsible for operating the groundwater wells, reservoirs/booster sites and distribution system. Ensures compliance with all Federal, State and local regulations. Allows for the repair and maintenance of the treatment sites and the distribution system.

Accomplishments

- Worked on the Integrated Utility Master Plan, to identify system deficiencies and future improvements.
- Continued to work on improving the Town's GIS mapping of the water system.
- Worked with a developer to complete a significant loop of the water system at 7th Street and Paint Your Wagon Trail, which provided a second water supply point for over 150 customers.
- Completed repairs on the pump header and check valves at the 14th street booster.
- Completed repairs at the Galvin well, after a failure of the pump motor.
- Replaced the flow meters at the three wells sites and the arsenic blend line to provide better metering.
- Completed numerous main line and service line repairs with Town staff.

Priorities and Goals

STRATEGIC PRIORITY: INFRASTRUCTURE, FINANCIAL VIABILITY

GOAL:

Provided safe, dependable high-quality and cost-efficient water services.

OBJECTIVES:

Operate and maintain the Desert Hills water system.

Treat water to meet all state and federal water quality standards.

Measures	FY 24-25 Budget
Maintain compliance with regulatory standards	100%
Respond to after-hour emergency requests within 2 hours	100%
Respond to customer service requests within 1 business day	100%
Average time to address unplanned water service disruptions	< 4 hrs.
Inspect each fire hydrant annually	100%
Maintain non-revenue water loss below 10%	10%
Maintain operating expenditure within 5% of approved budgets	100%
Complete capital projects as scheduled and within budget	100%

Signification Changes

Completed Town Code amendment to allow the Town to better implement the Water Shortage and Drought Management Plan in case of future reductions to water supplies.



Desert Hills Water System	2021-22 Actual	2022-23 Actual	2023-24 Adopted Budget	2023-24 Actuals of 3/13/2024	2023-24 Estimated	2024-25 Proposed Budget
Revenues						
Water Usage Fee	3,055,457	3,120,435	4,451,500	2,485,072	4,451,500	4,518,200
Water Usage Penalty	7,990	4,194	6,000	7,229	9,229	6,000
ADEQ Water Consumption Tax	2	(2)	-	-	-	-
Water Establishment Fee	2,760	1,820	1,000	1,345	1,725	1,000
Meter Set Fee	3,990	2,667	-	250	250	-
Water Connection Fee	783	673	-	275	400	-
Capacity Charge	124,142	37,255	-	14,565	14,565	-
Interest Income	14	4,659	-	14,944	22,400	20,000
Recovery of Prior Year Expense	(14,861)	-	-	-	-	-
Miscellaneous	(2,732)	1,466	-	3,585	3,585	-
Total Revenues	3,177,545	3,173,167	4,458,500	2,527,265	4,503,654	4,545,200
Expenditures						
Personnel						
Salaries and Wages	377,678	369,330	394,400	246,521	369,782	472,000
Overtime	25,577	24,923	20,700	13,948	20,922	21,218
Per Diem On Call Pay	9,069	8,895	8,100	4,674	7,011	8,303
PTO Payout	11,402	18,558	4,850	3,583	5,375	4,971
FICA/Medicare	31,395	31,447	32,800	19,785	29,678	36,057
Retirement	47,228	48,573	52,100	32,219	48,329	58,010
Life & Medical	116,931	123,534	146,800	96,535	144,803	155,270
State Compensation	12,134	12,389	5,200	7,672	11,508	5,073
Unemployment Insurance	244	102	50	245	368	300
Recruitment/Retention Pay	-	-	9,350	-	9,350	11,401
Total Personnel	631,658	637,751	674,350	425,182	647,123	772,603
Contracts & Services						
Professional Attorney Services	28,381	15,279	10,000	1,368	2,000	2,000
Professional Services	88,516	132,999	50,000	77,864	80,000	50,000
Electric, Water, Sewer, Trash	76,625	68,767	88,000	57,352	90,000	100,000
Bulk Water Purchase	1,419,949	1,342,746	1,417,248	859,572	1,417,248	1,476,976
Telephones	8,820	5,715	6,500	3,311	6,000	6,000
Non-Professional Services	16,849	46,948	10,000	9,876	20,973	20,000
Maintenance	24,277	20,335	75,000	62,582	120,000	75,000
Vehicle Maintenance	4	-	500	-	500	500
Equipment Leases & Rents	19,481	18,401	2,000	7,849	14,865	4,000
Training and Travel	168	177	1,500	-	1,500	1,500
Bank Service Fees	599	-	500	212	500	500
Insurance	21,888	24,509	42,000	17,517	30,000	34,000
Total Contracts & Services	1,705,557	1,675,876	1,703,248	1,097,503	1,783,586	1,770,476

Desert Hills Water System	2021-22 Actual	2022-23 Actual	2023-24 Adopted Budget	2023-24 Actuals of 3/13/2024	2023-24 Estimated	2024-25 Proposed Budget
Commodities (non-capital)						
Postage and Copier	9,694	9,515	10,000	5,740	10,000	10,000
Computer Equipment & Related Impr	1,831	-	2,000	2,315	2,316	2,000
Computer Software	-	2,806	10,000	9,086	10,000	10,000
CAP Water Expense	44,196	86,005	250,000	218,523	250,000	102,000
CAP Water Agreement	157,712	157,712	-	-	-	-
Supplies, Repair and Maintenance	56,775	61,598	30,000	20,034	30,000	30,000
Supplies	59,672	46,996	25,000	23,178	25,000	25,000
Chemical Supplies	2,666	3,233	4,000	1,537	3,000	3,000
Transportation - Mileage Reimbursement	-	218	1,000	238	1,000	1,000
Fuel & Oil	12,774	15,832	15,000	9,115	15,000	17,000
Subscriptions	-	6,240	-	-	4,178	4,200
Total Commodities	345,320	390,155	347,000	289,766	350,494	204,200
Capital						
Capital Improvements	310,077	126,201	630,000	24,566	235,000	932,712
Total Capital	310,077	126,201	630,000	24,566	235,000	932,712
Debt Service						
Principal Payments	891,867	751,497	770,310	-	770,310	788,608
Interest	116,971	100,302	82,254	41,127	82,254	63,661
Total Debt Service	1,008,838	851,799	852,564	41,127	852,564	852,269
Total Expenditures	4,001,450	3,681,782	4,207,162	1,878,144	3,868,767	4,532,260
Other Financing Sources (Uses)						
Transfer In from General Fund	157,712	-	-	-	-	-
Contingency Reserve	-	-	(251,338)	-	-	(12,940)
Total Other Financing Sources (Uses)	157,712	-	(251,338)	-	-	(12,940)
Change in Net Position	(666,193)	(508,615)	-	649,121	634,887	0

Expenditures by Use	2021-22 Actual	2022-23 Actual	2023-24 Adopted Budget	2023-24 Actuals of 3/13/2024	2023-24 Estimated	2024-25 Proposed Budget
Personnel	631,658	637,751	674,350	425,182	647,123	772,603
Contracts & Services	1,705,557	1,675,876	1,703,248	1,097,503	1,783,586	1,770,476
Commodities	345,320	390,155	347,000	289,766	350,494	204,200
Operating Expense Total	2,682,535	2,703,782	2,724,598	1,812,451	2,781,203	2,747,279
Capital	310,077	126,201	630,000	24,566	235,000	932,712
Debt Service	1,008,838	851,799	852,564	41,127	852,564	852,269
Department Total	4,001,450	3,681,782	4,207,162	1,878,144	3,868,767	4,532,260

Desert Hills Water System

Capital Expenditures by Project	Proposed Budget
Annual Pipeline Improvement Program	150,000
Steel Storage Tank Reconditioning	350,000
Water Meter Replacement Program	50,000
Service Line Replacement Program	75,000
Well Head Arsenic Treatment	150,000
Purchase of NIA Water Allocation	157,712
Total Capital	932,712

Authorized Positions	FY2020-2021	FY2021-2022	FY2022-2023	FY2023-2024	FY2024-2025
Utility Director	0.40	0.40	0.25	0.25	0.25
Civil Engineer/Project Manager	-	-	-	0.20	-
Deputy Utilities Director	-	-	-	-	0.25
Management Analyst	0.10	0.20	0.40	-	-
Utility Technical Assistant	-	-	-	-	-
Utility Assistant and Compliance Coord.	0.25	0.30	0.40	0.40	0.40
Utility Maintenance Supervisor	-	0.40	0.25	0.25	-
Utility Treatment and Maintenance Super	-	-	-	-	0.25
Utility Mechanic	0.30	0.40	0.25	0.50	0.50
Water Quality & Maintenance Tech	0.30	0.40	0.25	-	-
Water Treatment Supervisor	0.40	0.05	0.25	0.10	-
Water Treatment Operator III	-	0.15	0.25	-	-
Water Plant Operator	-	-	-	-	-
Utility Field Operations Supervisor	0.45	0.45	0.45	0.50	0.50
Utility Worker Lead	0.45	0.45	0.50	0.50	0.50
Utility Billing Specialist Lead			0.50	0.50	0.50
Utility Billing Specialist			0.50	0.50	0.50
Utility Worker II	-	0.45	0.75	0.50	0.50
Utility Worker	1.35	0.90	1.00	1.00	1.50
Accountant I	-	-	-	0.10	0.10
Total Positions	4.00	4.55	6.00	5.30	5.75

DESERT HILLS WATER SYSTEM FUND SUMMARY

Description	2021-22 Actual	2022-23 Actual	2023-24 Adopted Budget	2023-24 Actuals of 3/13/2024	2023-24 Estimated	2024-25 Proposed Budget
Operating Revenue by Type						
Local Fees	\$ 3,195,124	\$ 3,167,042	\$ 4,458,500	\$ 2,508,736	\$ 4,477,669	\$ 4,525,200
Miscellaneous	(2,732)	1,466	-	3,585	3,585	-
Total Operating Revenue	\$ 3,192,392	\$ 3,168,508	\$ 4,458,500	\$ 2,512,321	\$ 4,481,254	\$ 4,525,200
Operating Expenditures by Type						
Personnel	\$ 631,658	\$ 637,751	\$ 674,350	\$ 425,182	\$ 647,123	\$ 772,603
Services	1,705,557	1,675,876	1,703,248	1,097,503	1,783,586	1,770,476
Commodities	345,320	390,155	347,000	289,766	350,494	204,200
Debt Service	1,008,838	851,799	852,564	41,127	852,564	852,269
Total Operating Expenditures	\$ 3,691,373	\$ 3,555,581	\$ 3,577,162	\$ 1,853,578	\$ 3,633,767	\$ 3,599,548
Net Operations	\$ (498,981)	\$ (387,073)	\$ 881,338	\$ 658,743	\$ 847,487	\$ 925,652
One-time sources (uses)						
Transfers In	\$ 157,712	\$ -	\$ -	\$ -	\$ -	\$ -
Miscellaneous One Time	(14,861)	-	-	-	-	-
Interest Income	14	4,659	-	14,944	22,400	20,000
Contingency Reserve	-	-	-	-	-	(12,940)
Capital Expenditures	(310,077)	(126,201)	(630,000)	(24,566)	(235,000)	(932,712)
Net One-time	\$ (167,212)	\$ (121,542)	\$ (630,000)	\$ (9,622)	\$ (212,600)	\$ (925,652)
Ending Balance						
Net Result	\$ (666,193)	\$ (508,615)			\$ 634,887	\$ 0
Fund Balance - Beginning	\$ 576,723	\$ (89,470)			\$ (598,085)	\$ 36,802
Fund Balance - Ending	\$ (89,470)	\$ (598,085)			\$ 36,802	\$ 36,802
WIFA reserve requirement Contingency Reserve Policy		\$ 466,591			\$ 466,591	\$ 466,591
Unassigned Fund Balance	\$ (89,470)	\$ (1,064,676)			\$ (429,789)	\$ (429,789)

Fund	Beginning Fund Balances	Plus Revenues	Plus Transfers In	Less Expenditures and Capital	Less Transfers Out	Less Contingency	Ending Fund Balances
Desert Hills Water System Fund	36,802	4,545,200	-	4,532,260	-	12,940	36,802



Annual Budget FY 2024 - 2025

2023 WIFA Loan Fund



2023 WIFA Loan Fund	2021-22 Actual	2022-23 Actual	2023-24 Adopted Budget	2023-24 Actuals of 3/13/2024	2023-24 Estimated	2024-25 Proposed Budget
Revenues						
WIFA Loan Proceeds	-	-	13,190,000	-	1,637,919	7,887,787
Total Revenues	-	-	13,190,000	-	1,637,919	7,887,787
Expenditures						
Capital Improvements	-	-	13,190,000	-	1,637,919	7,887,787
Total Capital	-	-	13,190,000	-	1,637,919	7,887,787
Total Expenditures	-	-	13,190,000	-	1,637,919	7,887,787
Change in Net Position	-	-	-	-	-	-

Expenditures by Use	2021-22 Actual	2022-23 Actual	2023-24 Adopted Budget	2023-24 Actuals of 3/13/2024	2023-24 Estimated	2024-25 Proposed Budget
Capital Total	-	-	13,190,000	-	1,637,919	7,887,787
Department Total	-	-	13,190,000	-	1,637,919	7,887,787

Capital Expenditures by Project	2024-25 Proposed Budget
Phoenix Water Interconnect	7,887,787
Total Capital	7,887,787



Annual Budget FY 2024 - 2025

Debt Obligations

Debt Guidelines

The objective of the Town of Cave Creek's debt management is to maintain the Town's ability to incur present and future debt at the most beneficial interest rates for financing the adopted Capital Improvement Plan without adversely affecting the Town's ability to pay for essential Town services.

The Town's debt management policies will be followed when considering or issuing new debt. Analysis of every new debt issuance will be performed to ensure adequate debt capacity, as well as the Town's ability to repay the debt. Long-term debt will not be issued to finance current operations.

The Town has no immediate plans to issue General Obligation (GO) Bonds. While the Town utilizes pay-as-you-go for financing a portion of the Capital Improvement Plan projects, pledged-revenue and excise tax debt has been issued in prior years for utility projects.

Debt Capacity Analysis - Arizona Constitutional Limit

Under the provisions of the Arizona Constitution, outstanding general obligation bonded debt for combined water, artificial light, sewers, for the acquisition and development of land for open space preserves, parks, playgrounds, and recreational facilities, public safety, law enforcement, fire and emergency service facilities and streets and transportation facilities purposes may not exceed 20% of a municipality's net assessed full cash value, nor may outstanding general obligation bonded debt for all other purposes exceed 6% of a municipality's net assessed full cash value. The Town of Cave Creek has no outstanding general obligation debt at this time.

The Town of Cave Creek's net assessed full cash value for FY 2024-25 is \$332,954,577

20% Debt Margin Limit:	\$66,590,915
Bonded Debt Outstanding:	-
Unused 20% Limitation Borrowing Capacity:	\$66,590,915
6% Debt Margin Limit:	\$19,977,275
Bonded Debt Outstanding:	-
Unused 6% Limitation Borrowing Capacity:	\$19,977,275

Water and Wastewater Loans

The Water Infrastructure Finance Authority (WIFA) is an independent agency of the State of Arizona authorized to finance the construction, rehabilitation, and improvement of drinking water, wastewater, wastewater reclamation, and other water quality projects. Generally, WIFA offers borrowers below-market interest rates on loans for up to 100% of eligible project costs. The Town has five outstanding WIFA loans.

1) An excise tax revenue loan was approved in 2007 with a maximum principal of \$20.1 million. In 2013 for loan covenant purposes, the loan balance was split into two loans, 2007A and 2007B. The 2007A portion is secured by the net revenue of the Cave Creek water system. The loan was issued to finance the purchase of a local water company.

2) An excise tax revenue loan was approved in 2007 with a maximum principal of \$20.1 million. In 2013 for loan covenant purposes, the loan balance was split into two loans, 2007A and 2007B. The 2007B portion is secured by excise tax and State shared revenues of the Town. The loan was issued to finance the purchase of a local water company.

3) A water system revenue loan was approved in 2007 with a maximum principal of \$6.6 million. The debt is secured by net revenue of the Desert Hills water system. The loan was issued to acquire a local water company and finance improvements to the water system infrastructure acquired.

4) A water system revenue loan was approved in 2008 with a maximum principal of \$5.5 million. The debt is secured by net revenue of the Cave Creek water system. The loan was issued to finance water infrastructure construction projects.

5) A water system revenue loan was approved in 2011 with a maximum principal of \$1.4 million. The debt is secured by net revenue of the Cave Creek water system. The loan was issued to finance water line improvements.

On March 25, 2021, the Town issued its Excise Tax Revenue Refunding Obligations, Series 2021, for the continuous improvement of wastewater plant expansion and water infrastructure. The private placement refunding paid off the previous Water Infrastructure Finance Authority of Arizona (WIFA) loans. The previous WIFA loans were approved in 2007 and 2008 with a maximum principal of \$6.5 million and \$5.5 million, respectively. The debt is secured by excise tax revenues of the Town and net revenues of the Desert Hills water system. The refunding was issued through US Bank for a total of \$5,426,000 with an interest rate of 1.18%.

On August 1, 2021, the Town issued its Excise Tax Revenue Refunding Obligations, Series 2021B for the continuous improvement of the wastewater plant. The private placement refunding paid off a previous Water Infrastructure Finance Authority of Arizona (WIFA) loan. The previous WIFA loan was approved in 2009 with a maximum principal of \$23 million. The debt is secured by excise tax revenues of the Town. The refunding was issued through US Bank for a total of \$10,638,300 with an interest rate of 1.25%.

ANNUAL DEBT SERVICE

	Wastewater		Cave Creek Water Fund				Desert Hills Water Fund		Total Debt Service
	Series 2021	Series 2021B	2007A	2007B	2008	2011	2007	Series 2021	
	Private Placement Excise Tax Refunding	Private Placement Excise Tax Refunding	WIFA Loan CC Water Company	WIFA Loan CC Water Company	WIFA Loan CC Improvements	WIFA Loan CC Line Upgrade	WIFA Loan DH Water Company	Private Placement Excise Tax Refunding	
FY 2024-25	491,400	1,402,994	874,684	662,401	370,987	92,271	466,591	385,676	4,747,004
FY 2025-26	491,736	1,403,012	874,685	662,401	370,987	92,271	466,591	385,334	4,747,017
FY 2026-27		1,403,025	874,686	662,401	370,986	92,271	466,592	385,944	4,255,905
FY 2027-28		1,403,028			370,986			385,496	2,251,782
FY 2028-29		1,403,022							1,495,293
FY 2029-30									92,271
Total	983,136	7,015,081	2,624,055	1,987,203	1,483,946	553,627	1,399,774	1,542,450	

The following tables summarize the Town's WIFA notes payables:

WIFA Loan Descriptions	Interest Rate	Amount of Installment	Maturity	Outstanding	Due with
				Principal June 30, 2025	One Year
2007A (CC Water Company)	3.604%	\$514,285 - \$844,258	07/01/2013-2027	2,445,689	786,542
2007B (CC Water Company)	3.604%	\$389,470 - \$639,359	07/01/2013-2027	1,852,128	595,651
2007 (DH Water Company)	3.519%	\$233,634 - \$450,730	07/01/2013-2027	1,377,741	329,131
2008 (CC Improvements)	3.038%	\$203,896 - \$360,048	07/01/2013-2028	506,123	78,985
2011 (CC Line Upgrade)	2.625%	\$34,729 - \$88,545	07/01/2013-2030	1,306,746	420,607
Total				7,488,427	2,210,916

The following tables summarize the Private Placement Refunding Obligations:

Description	Interest Rate	Amount of Installment	Maturity	Outstanding	Due with
				Principal June 30, 2025	One Year
Private Placement Excise Tax Refunding Obligations, Series 2021B					
Wastewater Refunding	1.25%	\$1,385,700 - \$1,286,200	07/01/2021-2029	6,759,500	1,318,500
Private Placement Excise Tax Refunding Obligations, Series 2021					
Wastewater Refunding	1.18%	\$324,000 - \$486,000	07/01/2020-2026	966,000	480,000
Desert Hills Water Refunding	1.18%	\$154,000 - \$381,000	07/01/2020-2028	1,498,000	368,000
Total				9,223,500	2,166,500



Annual Budget FY 2024 - 2025

Personnel Schedule



PERSONNEL SCHEDULE				
Department/Position	2021-22 Actual	2022-23 Actual	2023-24 Budget	2024-25 Budget
Council				
Mayor	1.00	1.00	1.00	1.00
Vice Mayor	1.00	1.00	1.00	1.00
Council Members	5.00	5.00	5.00	5.00
Total	7.00	7.00	7.00	7.00
Town Manager's Office				
Town Manager	1.00	1.00	1.00	1.00
Digital Communications Specialist	0.40	0.40	-	-
HR/Compliance Specialist	0.40	0.40	-	-
Management Analyst	0.05	0.00	-	-
Total	1.85	1.80	1.00	1.00
Town Clerk				
Deputy Town Manager/Town Clerk	-	-	1.00	1.00
Administrative Services Director	-	-	-	1.00
Town Clerk	1.00	1.00	-	-
Deputy Town Clerk/HR Specialist	-	-	1.00	-
Information Technology Specialist	1.00	1.00	1.00	1.00
HR/Compliance Specialist	0.60	0.60	-	-
Digital Communications Specialist	0.60	0.60	1.00	1.00
Administrative Assistant	-	-	1.00	1.00
Receptionist	1.00	1.00	-	-
Total	4.20	4.20	5.00	5.00
Development Services				
Development Services Director	-	-	1.00	1.00
Planning Director	1.00	1.00	-	-
Planner and Trails Coordinator	1.00	1.00	1.00	-
Senior Planner	-	-	-	1.00
Planner	-	-	1.00	-
Assistant Planner	1.00	1.00	-	-
Associate Planner	1.00	1.00	1.00	1.00
Planner Trainee	0.50	0.50	0.50	0.50
Trails Coordinator	-	-	-	0.50
Building and Fire Official	1.00	1.00	1.00	1.00
Plans Examiner	1.00	1.00	1.00	1.00
Building Inspector	1.00	1.00	1.00	1.00
Permit Technician	1.00	1.00	1.00	1.00
Facility Worker I	1.00	1.00	1.00	1.00
Facility Worker II	1.00	1.00	1.00	1.00
Total	10.50	10.50	10.50	10.00
Public Safety				
Law Enforcement				
Town Marshal	1.00	1.00	1.00	1.00
Total	1.00	1.00	1.00	1.00
Fire and Emergency Medical Protection				
Community Risk Reduction Director	1.00	1.00	1.00	1.00
Total	1.00	1.00	1.00	1.00

PERSONNEL SCHEDULE				
Department/Position	2021-22 Actual	2022-23 Actual	2023-24 Budget	2024-25 Budget
Finance				
Finance Director	1.00	1.00	1.00	1.00
Accounting Manager	1.00	1.00	1.00	1.00
Special Projects Manager	-	1.00	1.00	-
Management Analyst	-	-	-	1.00
Accountant I	-	1.00	0.70	0.70
Accounting Specialist	1.00	-	-	-
Total	3.00	4.00	3.70	3.70
Public Works				
Town Engineer	1.00	1.00	1.00	1.00
Civil Engineer/Project Manager	-	-	0.20	-
Utility Assistant and Compliance Coordinator	0.20	0.20	0.10	0.10
Management Analyst	0.45	0.40	-	-
Public Works Deputy Director	-	-	1.00	1.00
Public Works Supervisor	1.00	1.00	-	-
Public Works Worker I	3.00	3.00	3.00	3.00
Public Works Worker II	2.00	2.00	2.00	2.00
Total	7.65	7.60	7.30	7.10
Utilities				
Accountant I	-	-	0.30	0.30
Civil Engineer/Project Manager	-	-	0.80	-
Utility Worker Lead	1.00	1.00	1.00	1.00
Deputy Utilities Director	-	-	-	1.00
Management Analyst	0.50	0.50	-	-
Utility Assistant and Compliance Coord.	0.80	0.90	0.90	0.90
Utility Billing Specialist	1.00	1.00	1.00	1.00
Utility Billing Specialist Lead	1.00	1.00	1.00	1.00
Utility Director	1.00	1.00	1.00	1.00
Utility Field Operations Supervisor	1.00	1.00	1.00	1.00
Utility Maintenance Supervisor	1.00	1.00	1.00	-
Utility Mechanic	1.00	1.00	2.00	2.00
Utility Worker	2.00	2.00	2.00	3.00
Utility Worker II	1.00	1.25	1.00	1.00
Wastewater Operator I	1.00	0.75	1.00	-
Wastewater Operator III	1.00	1.25	1.00	3.00
Wastewater Supervisor	1.00	1.00	1.00	1.00
Utility Treatment and Maintenance Supervisor	-	-	-	1.00
Water Quality and Maintenance Tech	1.00	1.00	-	-
Water Treatment Operator III	3.00	2.75	3.00	3.00
Water Treatment Operator	3.00	2.75	3.00	0.50
Water Treatment Supervisor	1.00	1.00	1.00	-
Total	22.30	22.15	23.00	21.70
Grand Total	58.50	59.25	59.50	57.50

TOWN OF CAVE CREEK



Fiscal Year 2025 - 2029 Capital Improvement Plan

Town of Cave Creek, Arizona

Capital Improvement Plan

Administrative Summary

Visions and Goals

As part of the Town's strategic planning and strategic financial planning, the Town of Cave Creek has prepared a Capital Improvement Plan (CIP). The Capital Improvement Plan is a five-year plan to provide and maintain public facilities for the citizens and businesses of Cave Creek, balanced against the constraints of timing and available resources.

Capital Improvements are the projects that require the expenditure of public funds for the acquisition, construction or replacement of the infrastructure and vehicles necessary for communities. Planning for these expenditures also requires an estimation of full resources necessary to finance the projected expenditures. Capital planning is critical to continuation of essential public services, as well as being an important component of the Town's future growth.

The creation and update of a multi-year capital plan allows for the community to plan for the current and long-term needs of the constituents. This plan is often integrated with the maintenance needs and funding sources that will provide for the delivery of necessary services to the Town. The CIP document includes a listing of proposed capital projects, estimated costs for completion of each project, the project timeline, and the impact on operating budgets for the next five years.

Capital projects differ from the operating budget of the Town, as they often represent large financial obligations that may span more than one year. The Capital Improvement Plan allows all projects to be considered at a single time to adequately plan the use of funding resources.

All potential funding resources are evaluated to measure the impact of capital spending on the Town's overall financial position, and to ensure equity of funding for the CIP. Equity is achieved if the beneficiaries of a project or service pay for it. For example, general tax revenue and/or grants pay for projects that benefit the public as a whole.

The Capital Improvement Plan is prepared with the following elements:

1. Identification of needs and strategic plans, using input from Town citizens.
2. Determination of the nature of each project, whether it involves construction, replacement, maintenance, or repair.
3. Recognition of the revenue sources that will be utilized to fund the planned project.
4. Determining if the project requires debt issuance for realization of the project.
5. Identification of the need for policy updates or creation.

It is critical that the full cost of projects be developed as well as the timing and coordination of the project with other entities. The planning process that brings all the impacted parties into play will result in a program that can clearly detail not only the original construction or acquisition costs, but future year maintenance and operational costs, as well as budgetary savings, if any. With this information as a base, the future year plans can be evaluated based on more consistent and reliable information.

The Town of Cave Creek CIP

The philosophy of the Town of Cave Creek is that new projects should not be constructed if operating revenues are not available to cover the operating costs. Expenditures categorized as a CIP item typically involve financial commitments over one or more years, are infrequent in nature, and have a budget of at least \$50,000. Vehicles are also included in the CIP even though they may not exceed the \$50,000 threshold to ensure they are captured and reviewed for possible replacement.

This plan for the Town of Cave Creek lists the projects scheduled for the upcoming five years and details the activities for the Town funds involved.

This CIP is prepared by Town staff. It is then submitted to the Town Council for modification and approval and will then be utilized by staff for the long-range planning and budget needs of the Town.

CIP Relationship to the Annual Budget

The first year of the CIP is called the *major capital budget* and is incorporated into the annual budget. Subsequent years of the CIP are approved on a planning basis only and require appropriation authority in each of the future fiscal years.

The *capital* and *operating* budgets for the Town have a direct relationship. The major capital programs for the current fiscal year are represented in the capital portion of the annual budget. The capital budget appropriations lapse at the end of the fiscal year, but the CIP project is re-budgeted until the project is complete and capitalized. As CIP projects are completed, costs for the operations and maintenance (O&M) of the new capital project are included in the operating budget.

Process

Funding Priority – Reinvestment for the replacement, maintenance or increased efficiency of existing systems will take priority over the expansion of existing systems or the provision of new facilities and services. All projects submitted for the 2025-2029 CIP have been prepared and ranked for priority by the department directors and presented as part of this document to Council. Priority rankings include:

1. Urgent. Projects necessary for public health and safety, or to meet legal mandates.
2. Very Important. Projects which help maintain or make existing systems more efficient. Cost benefits and coordination with related projects will be considered.
3. Important. Projects expanding existing systems, providing new services, or for general community betterment.
4. Not as Important. Projects that can easily be deferred to future years.
5. For Future Consideration. Projects that have been addressed now, but do not need consideration for five or more years.

This rating system is assigned by staff and is not necessarily reflective of overall priorities and sequencing of projects approved by the Town Council. The rating is provided to allow a quick reference categorizing the general need for the project.



FY 2025 - 2029 Capital Improvement Plan

Expenditures and Sources Summary

EXPENDITURES BY DEPARTMENT

Division	2024-25	2025-26	2026-27	2027-28	2028-29	Total
ADMINISTRATION	\$18,000	\$18,000	\$18,000	\$0	\$0	\$54,000
CAVE CREEK WATER	\$16,280,535	\$5,138,795	\$1,360,000	\$2,067,500	\$1,890,000	\$26,736,830
DESERT HILLS WATER	\$932,712	\$2,562,712	\$675,000	\$950,000	\$400,000	\$5,520,424
DEVELOPMENT SERVICES	\$660,000	\$0	\$400,000	\$0	\$0	\$1,060,000
PUBLIC SAFETY - FIRE PROTECTION	\$2,899,000	\$0	\$0	\$0	\$0	\$2,899,000
PUBLIC WORKS - FLEET MANAGEMENT	\$725,000	\$775,000	\$275,000	\$426,500	\$355,000	\$2,556,500
PUBLIC WORKS - GRANTS	\$0	\$910,000	\$0	\$0	\$0	\$910,000
PUBLIC WORKS - HURF	\$475,000	\$400,000	\$400,000	\$400,000	\$400,000	\$2,075,000
PUBLIC WORKS - ROADS	\$2,993,200	\$1,944,150	\$1,600,000	\$1,600,000	\$1,600,000	\$9,737,350
OPEN SPACE ACQUISITION FUND	\$1,554,695	\$0	\$0	\$0	\$0	\$1,554,695
WASTEWATER	\$1,325,000	\$1,250,000	\$825,000	\$2,750,000	\$450,000	\$6,600,000
TOTAL	\$27,863,142	\$12,998,657	\$5,553,000	\$8,194,000	\$5,095,000	\$59,703,799

FUNDING BY SOURCE

Line Item Description	2024-25	2025-26	2026-27	2027-28	2028-29	Total
CDS Grant	\$2,000,000	\$0	\$0	\$0	\$0	\$2,000,000
Cave Creek Water Fund	\$2,335,000	\$1,190,000	\$1,360,000	\$2,067,500	\$1,890,000	\$8,842,500
Desert Hills Water Fund	\$932,712	\$1,437,712	\$675,000	\$950,000	\$400,000	\$4,395,424
General Fund	\$7,295,200	\$2,737,150	\$2,293,000	\$2,026,500	\$1,955,000	\$16,306,850
Grant - FDCMC	\$0	\$910,000	\$0	\$0	\$0	\$910,000
Grants	\$0	\$1,125,000	\$0	\$0	\$0	\$1,125,000
Grants - WaterSmart	\$250,000	\$0	\$0	\$0	\$0	\$250,000
HURF Fund	\$475,000	\$400,000	\$400,000	\$400,000	\$400,000	\$2,075,000
Open Space Acquisition Fund	\$1,554,695	\$0	\$0	\$0	\$0	\$1,554,695
WIFA Bonding	\$7,887,787	\$3,664,294	\$0	\$0	\$0	\$11,552,081
Wastewater Fund	\$1,325,000	\$1,250,000	\$825,000	\$2,750,000	\$450,000	\$6,600,000
Water Infrastructure Fund	\$3,807,748	\$284,501	\$0	\$0	\$0	\$4,092,249
TOTAL	\$27,863,142	\$12,998,657	\$5,553,000	\$8,194,000	\$5,095,000	\$59,703,799



FY2025 - 2029 Capital Improvement Plan

Projects by Department

GENERAL GOVERNMENT

	CAPITAL IMPROVEMENTS PLAN					TOTAL
	FY2025	FY2026	FY2027	FY2028	FY2029	In Review
Expenses						
ADMINISTRATION						
25012201 - ADMIN COPY MACHINES	\$18,000	\$18,000	\$18,000	-	-	\$54,000
ADMINISTRATION TOTAL	\$18,000	\$18,000	\$18,000	-	-	\$54,000
DEVELOPMENT SERVICES						
25014101 - TOWN HALL/CHAMBERS RE-DESIGN	\$160,000	-	-	-	-	\$160,000
25015301 - RODEO SKYBOX PUBLIC PRIVATE PARTNERSHIP	\$500,000	-	-	-	-	\$500,000
27015301 - RODEO GROUNDS IMPROVEMENTS TO VIP AREA	-	-	\$400,000	-	-	\$400,000
DEVELOPMENT SERVICES TOTAL	\$660,000	-	\$400,000	-	-	\$1,060,000
PUBLIC SAFETY - FIRE PROTECTION						
23017201 - FIRE STATION #1	\$2,899,000	-	-	-	-	\$2,899,000
PUBLIC SAFETY - FIRE PROTECTION TOTAL	\$2,899,000	-	-	-	-	\$2,899,000
PUBLIC WORKS - ROADS						
24011601 - IMPLEMENT PEDESTRIAN SAFETY STUDY RECOMMENDATIONS	\$100,000	\$100,000	\$100,000	\$100,000	\$100,000	\$500,000
24011611 - CAVE CREEK ROAD MEDIAN ENHANCEMENTS	\$500,000	-	-	-	-	\$500,000
24011612 - TALLY HO AND TANDEM - DRAINAGE AND CHIP SEAL	\$260,000	-	-	-	-	\$260,000
25011603 - GRAPEVINE ROAD - EDGE MILL AND OVERLAY	\$201,000	-	-	-	-	\$201,000
25011604 - RIFLEMAN ROAD - MILL AND PAVE	\$123,150	-	-	-	-	\$123,150
25011605 - CHUCKWALLA, PALOVERDE PASS, RED DOG - EDGE MILL	\$124,750	-	-	-	-	\$124,750
25011606 - 40TH STREET AND GALVIN - MILL AND PAVE	\$208,000	-	-	-	-	\$208,000
25011607 - 53RD STREET - BARBIE TO OLESEN - PAVE ROAD	\$350,000	-	-	-	-	\$350,000
25011608 - YUCCA ROAD - MICRO-SURFACE WITH STRUCTURAL REPAIRS	\$75,000	-	-	-	-	\$75,000
25011609 - 58TH ST, 60TH ST, AZURE HILLS, LONE MOUNTAIN - MILL AND PAVE	\$267,800	-	-	-	-	\$267,800
25011610 - SCHOOL HOUSE ROAD - MICRO-SURFACE	\$63,550	-	-	-	-	\$63,550
25011611 - RANCHO MANANA ROADS - EDGE MILL AND OVERLAY	\$161,950	-	-	-	-	\$161,950
25011612 - MORNINGSTAR AND 54TH STREET - CHIP SEAL AND DRAINAGE IMPROVEMENTS	\$288,000	-	-	-	-	\$288,000
25011613 - NEW WATER RANCH OFFICE - PW	\$200,000	-	-	-	-	\$200,000
25011614 - PAVEMENT MANAGEMENT PLAN UPDATE	\$70,000	-	-	-	-	\$70,000
26011601 - TRAFFIC CONTROL DEVICE(S) ON CAVE CREEK ROAD	-	\$100,000	-	-	-	\$100,000
26011602 - CHIP SEAL UNPAVED ROADS	-	\$130,000	-	-	-	\$130,000
26011603 - BUTTE CANYON CIRCLE - EDGE MILL AND OVERLAY	-	\$35,000	-	-	-	\$35,000
26011604 - 72ND STREET - MILL AND PAVE	-	\$257,000	-	-	-	\$257,000
26011605 - CANYON SPRINGS & DESERT WINDS - MILL AND PAVE	-	\$190,000	-	-	-	\$190,000
26011606 - RIDGEWAY DRIVE - MILL AND PAVE	-	\$218,000	-	-	-	\$218,000
26011607 - CONTINENTAL MOUNTAIN & ECHO CANYON - MILL AND PAVE	-	\$290,000	-	-	-	\$290,000
26011608 - CAVE CREEK ROAD SOUTH OF CAREFREE HIGHWAY - MILL AND PAVE	-	\$134,150	-	-	-	\$134,150
26201601 - DESERT AWARENESS PARK GALLOWAY WASH	-	\$490,000	-	-	-	\$490,000
27011601 - MILITARY ROAD & SOUTHERN BYPASS - NEW ROAD CONSTRUCTION	-	-	\$700,000	-	-	\$700,000
27011602 - NEW PROJECTS IDENTIFIED IN 2026 PAVEMENT MANAGEMENT PLAN	-	-	\$800,000	\$1,500,000	\$1,500,000	\$3,800,000
PUBLIC WORKS - ROADS TOTAL	\$2,993,200	\$1,944,150	\$1,600,000	\$1,600,000	\$1,600,000	\$9,737,350

	CAPITAL IMPROVEMENTS PLAN					TOTAL
	FY2025	FY2026	FY2027	FY2028	FY2029	
PUBLIC WORKS - FLEET MANAGEMENT						
25016501 - FREIGHTLINER FL80 WATER TRUCK	\$275,000	-	-	-	-	\$275,000
25016502 - FIRE TENDER TRUCK	\$450,000	-	-	-	-	\$450,000
26016501 - BOBCAT T300 SKID-STEER	-	\$100,000	-	-	-	\$100,000
26016502 - INGERSOLL-RAND STEEL DRUM ROLLER	-	\$50,000	-	-	-	\$50,000
26016503 - CATERPILLAR ROAD GRADER	-	\$550,000	-	-	-	\$550,000
26016504 - BANDIT WOOD CHIPPER	-	\$75,000	-	-	-	\$75,000
27016501 - FREIGHTLINER DUMP TRUCK	-	-	\$275,000	-	-	\$275,000
28016501 - REPLACE 2014 CHEVROLET TAHOE	-	-	-	\$69,000	-	\$69,000
28016502 - REPLACE 2013 CHEVROLET EQUINOX	-	-	-	\$35,000	-	\$35,000
28016503 - BACKHOE	-	-	-	\$87,500	-	\$87,500
28016504 - WATER TRUCK	-	-	-	\$235,000	-	\$235,000
29016501 - FORD F-250 SUPERVISORS TRUCK	-	-	-	-	\$115,000	\$115,000
29016502 - FORD F-350 CREW TRUCK	-	-	-	-	\$125,000	\$125,000
29016503 - ASPHALT PATCH TRAILER	-	-	-	-	\$115,000	\$115,000
PUBLIC WORKS - FLEET MANAGEMENT TOTAL	\$725,000	\$775,000	\$275,000	\$426,500	\$355,000	\$2,556,500
PUBLIC WORKS - GRANTS						
26201601 - DESERT AWARENESS PARK GALLOWAY WASH	-	\$910,000	-	-	-	\$910,000
PUBLIC WORKS - GRANTS TOTAL	-	\$910,000	-	-	-	\$910,000
PUBLIC WORKS - HURF						
25031601 - 32ND STREET - MILLAND PAVE	\$475,000	-	-	-	-	\$475,000
26031601 - CAVE CREEK ROAD - MILLAND PAVE	-	\$400,000	-	-	-	\$400,000
27011602 - NEW PROJECTS IDENTIFIED IN 2026 PAVEMENT MANAGEMENT PLAN	-	-	\$400,000	\$400,000	\$400,000	\$1,200,000
PUBLIC WORKS - HURF TOTAL	\$475,000	\$400,000	\$400,000	\$400,000	\$400,000	\$2,075,000
EXPENSES TOTAL	\$7,770,200	\$4,047,150	\$2,693,000	\$2,426,500	\$2,355,000	\$19,291,850

OPEN SPACE ACQUISITION

	CAPITAL IMPROVEMENTS PLAN					TOTAL
	FY2025	FY2026	FY2027	FY2028	FY2029	
Expenses						
OPEN SPACE ACQUISITION						
LAND ACQUISITION	\$1,554,695	-	-	-	-	\$1,554,695
OPEN SPACE ACQUISITION	\$1,554,695	-	-	-	-	\$1,554,695
TOTAL EXPENSES TOTAL	\$1,554,695	-	-	-	-	\$1,554,695

WASTEWATER

	CAPITAL IMPROVEMENTS PLAN					TOTAL
	FY2025	FY2026	FY2027	FY2028	FY2029	
Expenses						
WASTEWATER						
23402101 - MANHOLE REHABILITATION PROGRAM	\$100,000	\$100,000	\$100,000	\$100,000	\$100,000	\$500,000
23402102 - COLLECTION SYSTEM REPAIRS	\$350,000	\$200,000	\$200,000	\$200,000	\$200,000	\$1,150,000
25402101 - RECHARGE PLAN FOR WWTP EFFLUENT	\$275,000	-	-	-	-	\$275,000
25402102 - WWTP ASSESSMENT AND IMPROVEMENTS	\$50,000	\$50,000	\$50,000	\$50,000	\$50,000	\$250,000
25402103 - RETROFIT EXISTING NEIGHBORHOODS WITH SEWER LINES	\$100,000	\$100,000	\$100,000	\$100,000	\$100,000	\$500,000
25402104 - CHUPAROSA LIFT STATION REPAIRS	\$150,000	-	-	-	-	\$150,000
25402105 - NEW WATER RANCH OFFICE - WW	\$300,000	-	-	-	-	\$300,000
26402101 - INSPECT DRY SEWER AREAS	-	\$100,000	-	-	-	\$100,000
26402102 - REROUTE STAGECOACH LIFT STATION FLOWS	-	\$375,000	-	-	-	\$375,000
26402103 - CHUPAROSA LIFT STATION FORCE MAIN REPAIRS	-	\$275,000	-	-	-	\$275,000
27402101 - RANCHO MANANA LIFT STATION REPLACEMENT	-	\$50,000	\$225,000	\$2,250,000	-	\$2,525,000
27402102 - COLLECTION SYSTEM EVALUATION	-	-	\$75,000	-	-	\$75,000
27402103 - VEHICLE REPLACEMENT WW SERVICE TRUCK	-	-	\$75,000	-	-	\$75,000
28402101 - INTEGRATED UTILITY MASTER PLAN	-	-	-	\$50,000	-	\$50,000
WASTEWATER TOTAL	\$1,325,000	\$1,250,000	\$825,000	\$2,750,000	\$450,000	\$6,600,000
EXPENSES TOTAL	\$1,325,000	\$1,250,000	\$825,000	\$2,750,000	\$450,000	\$6,600,000

CAVE CREEK WATER

	CAPITAL IMPROVEMENTS PLAN					TOTAL
	FY2025	FY2026	FY2027	FY2028	FY2029	
Expenses						
CAVE CREEK WATER						
23505001 - PHOENIX WATER INTERCONNECT	\$13,695,535	\$3,948,795	-	-	-	\$17,644,330
23505002 - CAVE CREEK WATER METER REPLACEMENT PROJECT	\$550,000	-	-	-	-	\$550,000
24505004 - WTP TREATMENT UPGRADE	\$400,000	-	-	-	-	\$400,000
25505001 - WATER VEHICLE REPLACEMENT PROGRAM	\$70,000	-	\$110,000	\$80,000	\$140,000	\$400,000
25505002 - PURCHASE OF 2ND VACTOR TRAILER	\$140,000	-	-	-	-	\$140,000
25505003 - 38TH STREET BOOSTER REPLACEMENT	\$225,000	-	-	-	-	\$225,000
25505004 - PRESSURE ZONE 9 FIRE BOOSTER	\$250,000	-	-	-	-	\$250,000
25505005 - CAP BOOSTER STATION REPAIRS AND UPGRADES	\$250,000	\$250,000	\$250,000	-	-	\$750,000
25505006 - REHAB 6" WATERLINE ACROSS CAVE CREEK WASH	\$250,000	-	-	-	-	\$250,000
25505007 - WATERLINE LOOPING AND REPLACEMENT PROGRAM	\$150,000	\$150,000	\$150,000	\$150,000	\$150,000	\$750,000
25505008 - NEW WATER RANCH OFFICE - WATER	\$300,000	-	-	-	-	\$300,000
26505001 - ROCKAWAY RESERVOIR AERATION SYSTEM	-	\$440,000	-	-	-	\$440,000
26505002 - NEW NEARY BOOSTER PUMPS	-	\$250,000	-	-	-	\$250,000
26505003 - NEW WESTSIDE 12" WATERLINE	-	\$100,000	\$250,000	\$1,600,000	\$1,600,000	\$3,550,000
27505001 - REHAB 8" WATERLINE ACROSS CAVE CREEK WASH	-	-	\$600,000	-	-	\$600,000
28016503 - BACKHOE	-	-	-	\$87,500	-	\$87,500
28505001 - INTEGRATED UTILITY MASTER PLAN	-	-	-	\$150,000	-	\$150,000
CAVE CREEK WATER TOTAL	\$16,280,535	\$5,138,795	\$1,360,000	\$2,067,500	\$1,890,000	\$26,736,830
EXPENSES TOTAL	\$16,280,535	\$5,138,795	\$1,360,000	\$2,067,500	\$1,890,000	\$26,736,830

DESERT HILLS WATER

	CAPITAL IMPROVEMENTS PLAN					TOTAL
	FY2025	FY2026	FY2027	FY2028	FY2029	
Expenses						
DESERT HILLS WATER						
23555001 - ANNUAL PIPELINE IMPROVEMENT PROGRAM	\$150,000	\$150,000	\$150,000	\$150,000	\$150,000	\$750,000
24555001 - STEEL STORAGE TANK RECONDITIONING	\$350,000	\$400,000	\$300,000	\$450,000	-	\$1,500,000
25555001 - WATER METER REPLACEMENT PROGRAM	\$50,000	\$150,000	\$150,000	\$150,000	\$100,000	\$600,000
25555002 - SERVICE LINE REPLACEMENT PROGRAM	\$75,000	\$75,000	\$75,000	\$150,000	\$150,000	\$525,000
25555003 - WELL HEAD ARSENIC TREATMENT	\$150,000	\$1,500,000	-	-	-	\$1,650,000
25555004 - PURCHASE OF NIA WATER ALLOCATION	\$157,712	\$157,712	-	-	-	\$315,424
26555001 - 7TH STREET BOOSTER IMPROVEMENTS	-	\$130,000	-	-	-	\$130,000
28555001 - INTEGRATED UTILITY MASTER PLAN	-	-	-	\$50,000	-	\$50,000
DESERT HILLS WATER TOTAL	\$932,712	\$2,562,712	\$675,000	\$950,000	\$400,000	\$5,520,424
EXPENSES TOTAL	\$932,712	\$2,562,712	\$675,000	\$950,000	\$400,000	\$5,520,424

GRAND TOTAL

	CAPITAL IMPROVEMENTS PLAN					TOTAL
	FY2025	FY2026	FY2027	FY2028	FY2029	
Expenses	\$27,863,142	\$12,998,657	\$5,553,000	\$8,194,000	\$5,095,000	\$59,703,799



FY 2025 - 2029 Capital Improvement Plan

Projects by Funding Source

General Fund

002200 - ADMINISTRATION - INFORMATION TECHNOLOGY

Proposal Name	2024-25	2025-26	2026-27	Total
IT 25012201 - Admin Copy Machines	\$18,000	\$18,000	\$18,000	\$54,000
TOTAL	\$18,000	\$18,000	\$18,000	\$54,000

004100 - DEVELOPMENT SERVICES

Proposal Name	2025	Total
DS 25014101 - Town Hall/Chambers Re-Design & Space Study	\$160,000	\$160,000
TOTAL	\$160,000	\$160,000

005300 - DEVELOPMENT SERVICES - RODEO GROUNDS

Proposal Name	2024-25	2026-27	Total
RG 25015301 - Rodeo Skybox Public Private Partnership	\$500,000	\$0	\$500,000
RG 27015301 - Rodeo Grounds Improvements to VIP Area	\$0	\$400,000	\$400,000
TOTAL	\$500,000	\$400,000	\$900,000

007200 - FIRE & EMERGENCY MEDICAL PROTECTION

Proposal Name	2025	Total
FD 23017201 - Fire Station #1	\$2,899,000	\$2,899,000
TOTAL	\$2,899,000	\$2,899,000

016200 - PUBLIC WORKS - ROADS

Proposal Name	2024-25	2025-26	2026-27	2027-28	2028-29	Total
PW 24011601 - Implement Pedestrian Safety Study Recommendations	\$100,000	\$100,000	\$100,000	\$100,000	\$100,000	\$500,000
PW 24011611 - Cave Creek Road Median Enhancements	\$500,000	\$0	\$0	\$0	\$0	\$500,000
PW 24011612 - Tally Ho and Tandem Drainage and Pave	\$260,000	\$0	\$0	\$0	\$0	\$260,000
PW 25011603 - Grapevine Road - Edge Mill and Overlay	\$201,000	\$0	\$0	\$0	\$0	\$201,000
PW 25011604 - Rifleman Road - Mill and Pave	\$123,150	\$0	\$0	\$0	\$0	\$123,150
PW 25011605 - Chuckwalla, Paloverde Pass, Red Dog – Edge Mill	\$124,750	\$0	\$0	\$0	\$0	\$124,750
PW 25011606 - 40th Street and Galvin - Mill and Pave	\$208,000	\$0	\$0	\$0	\$0	\$208,000
PW 25011607 - 53rd Street - Barbie to Olesen – Pave Road	\$350,000	\$0	\$0	\$0	\$0	\$350,000
PW 25011608 - Yucca Road – Micro-Surface w/Structural Repairs	\$75,000	\$0	\$0	\$0	\$0	\$75,000
PW 25011609 - 58th St, 60th St, Azure Hills, Lone Mountain – Mill and Pave	\$267,800	\$0	\$0	\$0	\$0	\$267,800
PW 25011610 - School House Road - Micro-Surface	\$63,550	\$0	\$0	\$0	\$0	\$63,550
PW 25011611 - Rancho Mañana Roads - Edge Mill and Overlay	\$161,950	\$0	\$0	\$0	\$0	\$161,950
PW 25011612 - Morningstar and 54th Street - Chip Seal and Drainage Improvements	\$288,000	\$0	\$0	\$0	\$0	\$288,000
PW 25011613 - New Water Ranch Office - PW	\$200,000	\$0	\$0	\$0	\$0	\$200,000
PW 25011614 - Pavement Management Plan Update	\$70,000	\$0	\$0	\$0	\$0	\$70,000
PW 26011601 - Traffic Control Device(s) on Cave Creek Road	\$0	\$100,000	\$0	\$0	\$0	\$100,000
PW 26011602 - Chip Seal Unpaved Roads	\$0	\$130,000	\$0	\$0	\$0	\$130,000
PW 26011603 - Butte Canyon Circle - Edge Mill and Overlay	\$0	\$35,000	\$0	\$0	\$0	\$35,000

Proposal Name	2024-25	2025-26	2026-27	2027-28	2028-29	Total
PW 26011604 - 72nd Street - Mill and Pave	\$0	\$257,000	\$0	\$0	\$0	\$257,000
PW 26011605 - Canyon Springs & Desert Winds – Mill and Pave	\$0	\$190,000	\$0	\$0	\$0	\$190,000
PW 26011606 - Ridgeway Drive – Mill and Pave	\$0	\$218,000	\$0	\$0	\$0	\$218,000
PW 26011607 - Continental Mountain & Echo Canyon - Mill and Pave	\$0	\$290,000	\$0	\$0	\$0	\$290,000
PW 26011608 - Cave Creek Road South of Carefree Highway – Mill and Pave	\$0	\$134,150	\$0	\$0	\$0	\$134,150
PW 26201601 - Desert Awareness Park Galloway Wash	\$0	\$490,000	\$0	\$0	\$0	\$490,000
PW 27011601 - Military Road & Southern Bypass – New Road Connection	\$0	\$0	\$700,000	\$0	\$0	\$700,000
PW 27011602 - New Projects Identified in 2026 Pavement Management Plan	\$0	\$0	\$800,000	\$1,500,000	\$1,500,000	\$3,800,000
TOTAL	\$2,993,200	\$1,944,150	\$1,600,000	\$1,600,000	\$1,600,000	\$9,737,350

016500 - PUBLIC WORKS - FLEET MANAGEMENT

Proposal Name	2024-25	2025-26	2026-27	2027-28	2028-29	Total
FM 25016501- Freightliner FL80 Water Truck	\$275,000	\$0	\$0	\$0	\$0	\$275,000
FM 25016502 - Fire Tender Truck	\$450,000	\$0	\$0	\$0	\$0	\$450,000
FM 26016501 - Bobcat T300 Skid-Steer	\$0	\$100,000	\$0	\$0	\$0	\$100,000
FM 26016502 - Ingersoll-Rand Steel Drum Roller	\$0	\$50,000	\$0	\$0	\$0	\$50,000
FM 26016503 - Caterpillar Road Grader	\$0	\$550,000	\$0	\$0	\$0	\$550,000
FM 26016504 - Bandit Wood Chipper	\$0	\$75,000	\$0	\$0	\$0	\$75,000
FM 27016501 - Freightliner Dump Truck	\$0	\$0	\$275,000	\$0	\$0	\$275,000
FM 28016501 - Replace 2014 Chevrolet Tahoe	\$0	\$0	\$0	\$69,000	\$0	\$69,000
FM 28016502 - Replace 2013 Chevrolet Equinox	\$0	\$0	\$0	\$35,000	\$0	\$35,000
FM 28016503 - Backhoe	\$0	\$0	\$0	\$87,500	\$0	\$87,500
FM 28016504 - Water Truck	\$0	\$0	\$0	\$235,000	\$0	\$235,000
FM 29016501 - Ford F-250 Supervisors Truck	\$0	\$0	\$0	\$0	\$115,000	\$115,000
FM 29016502 - Ford F-350 Crew Truck	\$0	\$0	\$0	\$0	\$125,000	\$125,000
FM 29016503 - Asphalt Patch Trailer	\$0	\$0	\$0	\$0	\$115,000	\$115,000
TOTAL	\$725,000	\$775,000	\$275,000	\$426,500	\$355,000	\$2,556,500

Grants - Congressionally Directed Spending (CDS)

Proposal Name	2025	Total
CC 23505001 - Phoenix Water Interconnect	\$2,000,000	\$2,000,000
TOTAL	\$2,000,000	\$2,000,000

Grants - FDCMC

Proposal Name	2026	Total
PW 26201601 - Desert Awareness Park Galloway Wash	\$910,000	\$910,000
TOTAL	\$910,000	\$910,000

Grants - WaterSmart

Proposal Name	2025	Total
CC 23505002 - Cave Creek Water Meter Replacement	\$250,000	\$250,000
TOTAL	\$250,000	\$250,000

Grants

Proposal Name	2026	Total
DH 25555003 - Well Head Arsenic Treatment	\$1,125,000	\$1,125,000
TOTAL	\$1,125,000	\$1,125,000

HURF Fund

Proposal Name	2024-25	2025-26	2026-27	2027-28	2028-29	Total
PW 25031601 - 32nd Street – Mill and Pave	\$475,000	\$0	\$0	\$0	\$0	\$475,000
PW 26031601 - Cave Creek Road - Mill and Pave	\$0	\$400,000	\$0	\$0	\$0	\$400,000
PW 27011602 - New Projects Identified in 2026 Pavement Management Plan	\$0	\$0	\$400,000	\$400,000	\$400,000	\$1,200,000
TOTAL	\$475,000	\$400,000	\$400,000	\$400,000	\$400,000	\$2,075,000

Open Space Acquisition Fund

Proposal Name	2025	Total
Open Space Acquisition Land	\$1,554,695	\$1,554,695
TOTAL	\$1,554,695	\$1,554,695

Water Infrastructure Fund

Proposal Name	2024-25	2025-26	Total
CC 23505001 - Phoenix Water Interconnect	\$3,807,748	\$284,501	\$4,092,249
TOTAL	\$3,807,748	\$284,501	\$4,092,249

WIFA Bonding

Proposal Name	2024-25	2025-26	Total
CC 23505001 - Phoenix Water Interconnect	\$7,887,787	\$3,664,294	\$11,552,081
TOTAL	\$7,887,787	\$3,664,294	\$11,552,081

Wastewater Fund

Proposal Name	2024-25	2025-26	2026-27	2027-28	2028-29	Total
WW 23402101 - Manhole Rehabilitation Program	\$100,000	\$100,000	\$100,000	\$100,000	\$100,000	\$500,000
WW 23402102 - Collection System Repairs	\$350,000	\$200,000	\$200,000	\$200,000	\$200,000	\$1,150,000
WW 25402101 - Recharge Plan for WWTP Effluent	\$275,000	\$0	\$0	\$0	\$0	\$275,000
WW 25402102 - WWTP Assessment and Improvements	\$50,000	\$50,000	\$50,000	\$50,000	\$50,000	\$250,000
WW 25402103 - Retrofit Existing Neighborhoods with Sewer Lines	\$100,000	\$100,000	\$100,000	\$100,000	\$100,000	\$500,000
WW 25402104 - Chuparosa Lift Station Repairs	\$150,000	\$0	\$0	\$0	\$0	\$150,000
WW 25402105 - New Water Ranch Office - WW	\$300,000	\$0	\$0	\$0	\$0	\$300,000
WW 26402101 - Inspect Dry Sewer Areas	\$0	\$100,000	\$0	\$0	\$0	\$100,000
WW 26402102 - Reroute Stagecoach Lift Station Flows	\$0	\$375,000	\$0	\$0	\$0	\$375,000
WW 26402103 - Chuparosa Lift Station Force Main Repairs	\$0	\$275,000	\$0	\$0	\$0	\$275,000
WW 27402101 - Rancho Mañana Lift Station Replacement	\$0	\$50,000	\$225,000	\$2,250,000	\$0	\$2,525,000
WW 27402102 - Collection System Evaluation	\$0	\$0	\$75,000	\$0	\$0	\$75,000
WW 27402103 - Vehicle Replacement WW Service Truck	\$0	\$0	\$75,000	\$0	\$0	\$75,000
WW 28402101 - Integrated Utility Master Plan	\$0	\$0	\$0	\$50,000	\$0	\$50,000
TOTAL	\$1,325,000	\$1,250,000	\$825,000	\$2,750,000	\$450,000	\$6,600,000

Cave Creek Water Fund

Proposal Name	2024-25	2025-26	2026-27	2027-28	2028-29	Total
CC 23505002 - Cave Creek Water Meter Replacement	\$300,000	\$0	\$0	\$0	\$0	\$300,000
CC 24505004 - WTP Treatment Upgrade	\$400,000	\$0	\$0	\$0	\$0	\$400,000
CC 25505001 - Water Vehicle Replacement Program	\$70,000	\$0	\$110,000	\$80,000	\$140,000	\$400,000
CC 25505002 - Purchase of 2nd Vactor Trailer	\$140,000	\$0	\$0	\$0	\$0	\$140,000
CC 25505003 - 38th Street Booster Replacement	\$225,000	\$0	\$0	\$0	\$0	\$225,000
CC 25505004 - Pressure Zone 9 Fire Booster	\$250,000	\$0	\$0	\$0	\$0	\$250,000
CC 25505005 - CAP Booster Station Repairs and Upgrades	\$250,000	\$250,000	\$250,000	\$0	\$0	\$750,000
CC 25505006 - Rehab 6" Waterline Across Cave Creek Wash	\$250,000	\$0	\$0	\$0	\$0	\$250,000
CC 25505007 - Waterline Looping and Replacement Program	\$150,000	\$150,000	\$150,000	\$150,000	\$150,000	\$750,000
CC 25505008 - New Water Ranch Office - Water	\$300,000	\$0	\$0	\$0	\$0	\$300,000
CC 26505001 - Rockaway Reservoir Aeration System	\$0	\$440,000	\$0	\$0	\$0	\$440,000
CC 26505002 - New Neary Booster Pumps	\$0	\$250,000	\$0	\$0	\$0	\$250,000
CC 26505003 - New Westside 12" Waterline	\$0	\$100,000	\$250,000	\$1,600,000	\$1,600,000	\$3,550,000
CC 27505001 - Rehab 8" Waterline Across Cave Creek Wash	\$0	\$0	\$600,000	\$0	\$0	\$600,000
CC 28505001 - Integrated Utility Master Plan	\$0	\$0	\$0	\$150,000	\$0	\$150,000
FM 28016503 - Backhoe	\$0	\$0	\$0	\$87,500	\$0	\$87,500
TOTAL	\$2,335,000	\$1,190,000	\$1,360,000	\$2,067,500	\$1,890,000	\$8,842,500

Desert Hills Water Fund

Proposal Name	2024-25	2025-26	2026-27	2027-28	2028-29	Total
DH 23555001 - Annual Pipeline Improvement Program	\$150,000	\$150,000	\$150,000	\$150,000	\$150,000	\$750,000
DH 24555001 - Steel Storage Tank Reconditioning	\$350,000	\$400,000	\$300,000	\$450,000	\$0	\$1,500,000
DH 25555001 - Water Meter Replacement Program	\$50,000	\$150,000	\$150,000	\$150,000	\$100,000	\$600,000
DH 25555002 - Service Line Replacement Program	\$75,000	\$75,000	\$75,000	\$150,000	\$150,000	\$525,000
DH 25555003 - Well Head Arsenic Treatment	\$150,000	\$375,000	\$0	\$0	\$0	\$525,000
DH 25555004 - Purchase of NIA Water Allocation	\$157,712	\$157,712	\$0	\$0	\$0	\$315,424
DH 26555001 - 7th Street Booster Improvements	\$0	\$130,000	\$0	\$0	\$0	\$130,000
DH 28555001 - Integrated Utility Master Plan	\$0	\$0	\$0	\$50,000	\$0	\$50,000
TOTAL	\$932,712	\$1,437,712	\$675,000	\$950,000	\$400,000	\$4,395,424

Grand Total

Grand Total

Expenses	2024-25	2025-26	2026-27	2027-28	2028-29	Total
REVENUES	\$27,863,142	\$12,998,657	\$5,553,000	\$8,194,000	\$5,095,000	\$59,703,799
TOTAL	\$27,863,142	\$12,998,657	\$5,553,000	\$8,194,000	\$5,095,000	\$59,703,799

GENERAL GOVERNMENTAL PROJECTS



FY 2025-2029 Capital Improvement Plan

General Governmental Projects & Funding Sources

ADMINISTRATION - INFORMATION TECHNOLOGY

Proposal Name	Line Item Description	Period Year	Amount	New Level	Department Category
IT 25012201 - Admin Copy Machines			\$54,000		
	General Fund	2026	\$18,000	ADMINISTRATION	ADMINISTRATION
	General Fund	2025	\$18,000	ADMINISTRATION	ADMINISTRATION
	General Fund	2027	\$18,000	ADMINISTRATION	ADMINISTRATION
			\$54,000		

DEVELOPMENT SERVICES

Proposal Name	Line Item Description	Period Year	Amount	New Level	Department Category
DS 25014101 - Town Hall/Chambers Re-Design & Space Study			\$160,000		
	General Fund	2025	\$160,000	DEVELOPMENT SERVICES	DEVELOPMENT SERVICES
			\$160,000		

DEVELOPMENT SERVICES - RODEO GROUNDS

Proposal Name	Line Item Description	Period Year	Amount	New Level	Department Category
RG 25015301 - Rodeo Skybox Public Private Partnership			\$500,000		
	General Fund	2025	\$500,000	DEVELOPMENT SERVICES	DEVELOPMENT SERVICES
RG 27015301 - Rodeo Grounds Improvements to VIP Area			\$400,000		
	General Fund	2027	\$400,000	DEVELOPMENT SERVICES	DEVELOPMENT SERVICES
			\$900,000		

FIRE & EMERGENCY MEDICAL PROTECTION

Proposal Name	Line Item Description	Period Year	Amount	New Level	Department Category
FD 23017201 - Fire Station #1			\$2,899,000		
	General Fund	2025	\$2,899,000	GENERAL FUND	PUBLIC SAFETY - FIRE PROTECTION
			\$2,899,000		

PUBLIC WORKS - ROADS

Proposal Name	Line Item Description	Period Year	Amount	New Level	Department Category
PW 24011601 - Implement Pedestrian Safety Study Recommendations			\$500,000		
	General Fund	2028	\$100,000	GENERAL FUND	PUBLIC WORKS - ROADS
	General Fund	2027	\$100,000	GENERAL FUND	PUBLIC WORKS - ROADS
	General Fund	2026	\$100,000	GENERAL FUND	PUBLIC WORKS - ROADS
	General Fund	2025	\$100,000	GENERAL FUND	PUBLIC WORKS - ROADS

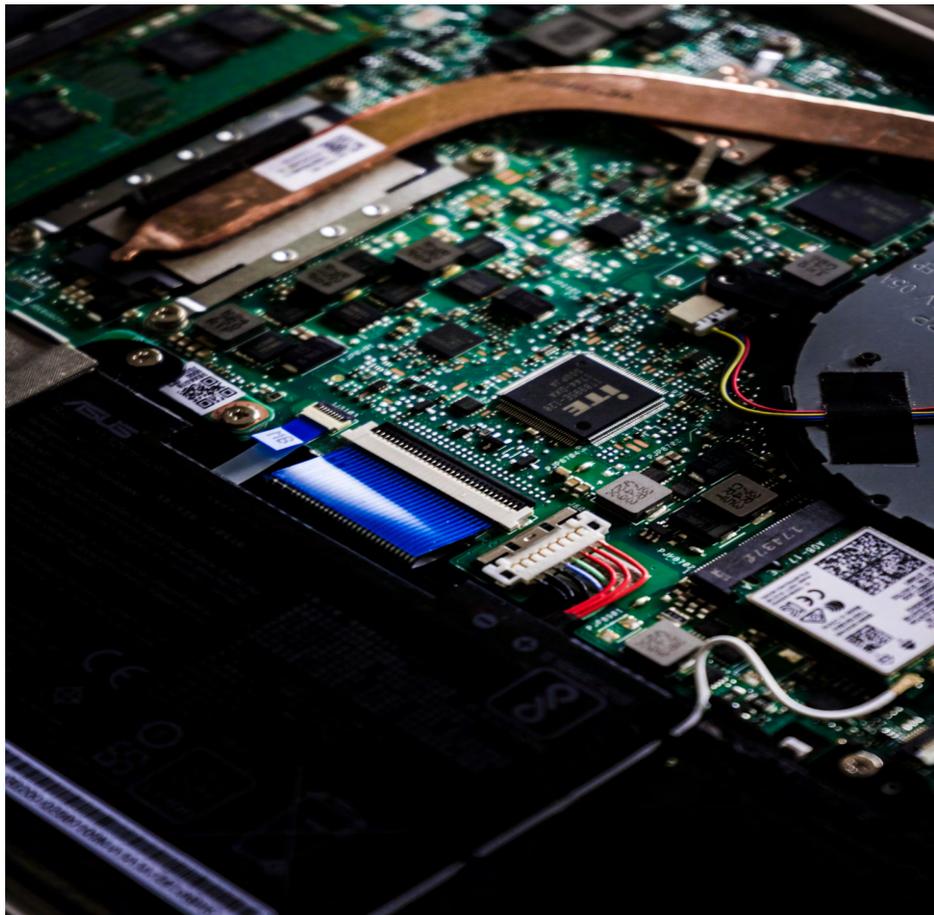
Proposal Name	Line Item Description	Period Year	Amount	New Level	Department Category
	General Fund	2029	\$100,000	GENERAL FUND	PUBLIC WORKS - ROADS
PW 24011611 - Cave Creek Road Median Enhancements			\$500,000		
	General Fund	2025	\$500,000	GENERAL FUND	PUBLIC WORKS - ROADS
PW 24011612 - Tally Ho and Tandem Drainage and Pave			\$260,000		
	General Fund	2025	\$260,000	GENERAL FUND	PUBLIC WORKS - ROADS
PW 25011603 - Grapevine Road - Edge Mill and Overlay			\$201,000		
	General Fund	2025	\$201,000	GENERAL FUND	PUBLIC WORKS - ROADS
PW 25011604 - Rifleman Road - Mill and Pave			\$123,150		
	General Fund	2025	\$123,150	GENERAL FUND	PUBLIC WORKS - ROADS
PW 25011605 - Chuckwalla, Paloverde Pass, Red Dog – Edge Mill			\$124,750		
	General Fund	2025	\$124,750	GENERAL FUND	PUBLIC WORKS - ROADS
PW 25011606 - 40th Street and Galvin - Mill and Pave			\$208,000		
	General Fund	2025	\$208,000	GENERAL FUND	PUBLIC WORKS - ROADS
PW 25011607 - 53rd Street - Barbie to Olesen – Pave Road			\$350,000		
	General Fund	2025	\$350,000	GENERAL FUND	PUBLIC WORKS - ROADS
PW 25011608 - Yucca Road – Micro-Surface w/Structural Repairs			\$75,000		
	General Fund	2025	\$75,000	GENERAL FUND	PUBLIC WORKS - ROADS
PW 25011609 - 58th St, 60th St, Azure Hills, Lone Mountain – Mill and Pave			\$267,800		
	General Fund	2025	\$267,800	GENERAL FUND	PUBLIC WORKS - ROADS
PW 25011610 - School House Road - Micro-Surface			\$63,550		
	General Fund	2025	\$63,550	GENERAL FUND	PUBLIC WORKS - ROADS
PW 25011611 - Rancho Mañana Roads - Edge Mill and Overlay			\$161,950		
	General Fund	2025	\$161,950	GENERAL FUND	PUBLIC WORKS - ROADS
PW 25011612 - Morningstar and 54th Street - Chip Seal and Drainage Improvements			\$288,000		
	General Fund	2025	\$288,000	GENERAL FUND	PUBLIC WORKS - ROADS
PW 25011613 - New Water Ranch Office - PW			\$200,000		
	General Fund	2025	\$200,000	GENERAL FUND	PUBLIC WORKS - ROADS
PW 25011614 - Pavement Management Plan Update			\$70,000		
	General Fund	2025	\$70,000	GENERAL FUND	PUBLIC WORKS - ROADS
PW 25031601 - 32nd Street – Mill and Pave			\$475,000		
	HURF Fund	2025	\$475,000	PUBLIC WORKS - HURF	PUBLIC WORKS - HURF
PW 26011601 - Traffic Control Device(s) on Cave Creek Road			\$100,000		
	General Fund	2026	\$100,000	GENERAL FUND	PUBLIC WORKS - ROADS
PW 26011602 - Chip Seal Unpaved Roads			\$130,000		
	General Fund	2026	\$130,000	GENERAL FUND	PUBLIC WORKS - ROADS
PW 26011603 - Butte Canyon Circle - Edge Mill and Overlay			\$35,000		
	General Fund	2026	\$35,000	GENERAL FUND	PUBLIC WORKS - ROADS
PW 26011604 - 72nd Street - Mill and Pave			\$257,000		
	General Fund	2026	\$257,000	GENERAL FUND	PUBLIC WORKS - ROADS
PW 26011605 - Canyon Springs & Desert Winds – Mill and Pave			\$190,000		
	General Fund	2026	\$190,000	GENERAL FUND	PUBLIC WORKS - ROADS
PW 26011606 - Ridgeway Drive – Mill and Pave			\$218,000		
	General Fund	2026	\$218,000	GENERAL FUND	PUBLIC WORKS - ROADS
PW 26011607 - Continental Mountain & Echo Canyon - Mill and Pave			\$290,000		
	General Fund	2026	\$290,000	GENERAL FUND	PUBLIC WORKS - ROADS
PW 26011608 - Cave Creek Road South of Carefree Highway – Mill and Pave			\$134,150		
	General Fund	2026	\$134,150	GENERAL FUND	PUBLIC WORKS - ROADS
PW 26031601 - Cave Creek Road - Mill and Pave			\$400,000		

Proposal Name	Line Item Description	Period Year	Amount	New Level	Department Category
	HURF Fund	2026	\$400,000	PUBLIC WORKS - HURF	PUBLIC WORKS - HURF
PW 26201601 - Desert Awareness Park Galloway Wash			\$1,400,000		
	General Fund	2026	\$490,000	GENERAL FUND	PUBLIC WORKS - ROADS
	Grant - FDCMC	2026	\$910,000	PUBLIC WORKS - GRANTS	PUBLIC WORKS - GRANTS
PW 27011601 - Military Road & Southern Bypass – New Road Connection			\$700,000		
	General Fund	2027	\$700,000	GENERAL FUND	PUBLIC WORKS - ROADS
PW 27011602 - New Projects Identified in 2026 Pavement Management Plan			\$5,000,000		
	HURF Fund	2028	\$400,000	PUBLIC WORKS - HURF	PUBLIC WORKS - HURF
	General Fund	2028	\$1,500,000	GENERAL FUND	PUBLIC WORKS - ROADS
	HURF Fund	2027	\$400,000	PUBLIC WORKS - HURF	PUBLIC WORKS - HURF
	General Fund	2027	\$800,000	GENERAL FUND	PUBLIC WORKS - ROADS
	HURF Fund	2029	\$400,000	PUBLIC WORKS - HURF	PUBLIC WORKS - HURF
	General Fund	2029	\$1,500,000	GENERAL FUND	PUBLIC WORKS - ROADS
			\$12,722,350		

PUBLIC WORKS - FLEET MANAGEMENT

Proposal Name	Line Item Description	Period Year	Amount	New Level	Department Category
FM 25016501 - Freightliner FL80 Water Truck			\$275,000		
	General Fund	2025	\$275,000	GENERAL FUND	PUBLIC WORKS - FLEET MANAGEMENT
FM 25016502 - Fire Tender Truck			\$450,000		
	General Fund	2025	\$450,000	GENERAL FUND	PUBLIC WORKS - FLEET MANAGEMENT
FM 26016501 - Bobcat T300 Skid-Steer			\$100,000		
	General Fund	2026	\$100,000	GENERAL FUND	PUBLIC WORKS - FLEET MANAGEMENT
FM 26016502 - Ingersoll-Rand Steel Drum Roller			\$50,000		
	General Fund	2026	\$50,000	GENERAL FUND	PUBLIC WORKS - FLEET MANAGEMENT
FM 26016503 - Caterpillar Road Grader			\$550,000		
	General Fund	2026	\$550,000	GENERAL FUND	PUBLIC WORKS - FLEET MANAGEMENT
FM 26016504 - Bandit Wood Chipper			\$75,000		
	General Fund	2026	\$75,000	GENERAL FUND	PUBLIC WORKS - FLEET MANAGEMENT
FM 27016501 - Freightliner Dump Truck			\$275,000		
	General Fund	2027	\$275,000	GENERAL FUND	PUBLIC WORKS - FLEET MANAGEMENT
FM 28016501 - Replace 2014 Chevrolet Tahoe			\$69,000		
	General Fund	2028	\$69,000	GENERAL FUND	PUBLIC WORKS - FLEET MANAGEMENT
FM 28016502 - Replace 2013 Chevrolet Equinox			\$35,000		
	General Fund	2028	\$35,000	GENERAL FUND	PUBLIC WORKS - FLEET MANAGEMENT
FM 28016503 - Backhoe			\$87,500		
	General Fund	2028	\$87,500	GENERAL FUND	PUBLIC WORKS - FLEET MANAGEMENT
FM 28016504 - Water Truck			\$235,000		
	General Fund	2028	\$235,000	GENERAL FUND	PUBLIC WORKS - FLEET MANAGEMENT
FM 29016501 - Ford F-250 Supervisors Truck			\$115,000		
	General Fund	2029	\$115,000	GENERAL FUND	PUBLIC WORKS - FLEET MANAGEMENT
FM 29016502 - Ford F-350 Crew Truck			\$125,000		
	General Fund	2029	\$125,000	GENERAL FUND	PUBLIC WORKS - FLEET MANAGEMENT
FM 29016503 - Asphalt Patch Trailer			\$115,000		
	General Fund	2029	\$115,000	GENERAL FUND	PUBLIC WORKS - FLEET MANAGEMENT
			\$2,556,500		

ADMINISTRATION - INFORMATION TECHNOLOGY





FY 2025 - 2029 Capital Improvement Plan

IT 25012201 - Admin Copy Machines

Department: Administration - Information Technology
Contact: Town Clerk
Category: Equipment

Useful Life: 10 Years
Priority: 1
Strategic Plan Area: Innovative and High Performing Organization

Description

Replacement of Konica Minolta Bizhub C368, C754, and C759 copy machines. The hard drives from these copy machines will be securely data wiped before removal. The C368 unit was manufactured in June 2015 and has been in use to the expected lifespan of 8-10 years and is being requested for replacement in FY 2025. The C754 unit was manufactured in September 2012 and has been in use to the expected lifespan of 8-10 years and is being requested for replacement in FY 2026. The C759 unit was manufactured in January 2019 and has been in use to the expected lifespan of 8-10 years and is being requested for replacement in FY 2027.

Justification

The Town prints a significant number of multipage documents and scans documents for for email or other distribution with great frequency. The age of the unit and the frequency of service indicate that replacement is advisable. Additionally, newer copiers are being manufactured and updated with improved system security features, including advancements in drive encryption and access controls.

Expenditures

Line Item Description	FY2025	FY2026	FY2027	FY2028	FY2029
Amount					
Equipment, Vehicles, Furnishings	\$18,000	\$18,000	\$18,000	\$0	\$0
AMOUNT	\$18,000	\$18,000	\$18,000	\$0	\$0

Funding Sources

Line Item Description	FY2025	FY2026	FY2027	FY2028	FY2029
Amount					
General Fund	\$18,000	\$18,000	\$18,000	\$0	\$0
AMOUNT	\$18,000	\$18,000	\$18,000	\$0	\$0

DEVELOPMENT SERVICES





FY 2025 - 2029 Capital Improvement Plan

DS 25014101 - Town Hall/Chambers Re-Design & Space Study

Department: Development Services
Contact: Development Services Director
Category: Buildings

Useful Life: 25 Years
Priority: 1
Strategic Plan Area: Infrastructure

Description

Cave Creek Town Hall is a repurposed multi-tenant office retail building constructed many years ago while the Council Chambers were initially constructed nearly 25 years ago. This project would solicit a qualified professional to examine the existing buildings and offer design options to remodel and/or expand the footprint of the Town's administrative buildings.

Justification

The service time of Town Hall and Council Chambers warrants examination of potential technological, electrical, lighting, audio/visual and mechanical (HVAC) upgrades in addition to design options and space planning for administrative staff. Further substantiation of this project would be necessary to determine cost savings associated when considering new, reliable and energy efficient construction materials and components.

Expenditures

Line Item Description	FY2025	FY2026	FY2027	FY2028	FY2029
Amount					
Planning & Design	\$160,000	\$0	\$0	\$0	\$0
AMOUNT	\$160,000	\$0	\$0	\$0	\$0

Funding Sources

Line Item Description	FY2025	FY2026	FY2027	FY2028	FY2029
Amount					
General Fund	\$160,000	\$0	\$0	\$0	\$0
AMOUNT	\$160,000	\$0	\$0	\$0	\$0

RODEO GROUNDS





FY 2025 - 2029 Capital Improvement Plan

RG 25015301 - Rodeo Skybox Public Private Partnership

Department: Development Services - Rodeo Grounds

Useful Life: 25 Years

Contact: Development Services Director

Priority: 1

Category: Improvements

Strategic Plan Area: Safe and Vibrant Community

Description

A few years ago, a severe thunderstorm substantially damaged the Crow's Nest at the Rodeo Grounds. The Town filed a claim with its insurance provider and a valuation of approximately \$85,000 was established as payout for the claim upon reconstruction of a new Crow's Nest. Recently the Cave Creek Rodeo Days (CCRD) organization had construction plans for a new Skybox prepared (attached) and permits have been submitted and approved by the Town. In recent discussion with the CCRD organization, the organization requested that the Town consider assisting with the funding of the rebuild costs associated with the new Skybox/Crow's Nest. Cave Creek Rodeo Days has received a bid to construct the Skybox at \$500,000. Although the total cost expenditure of the new Skybox is being requested, it is anticipated that the Town and CCRD would enter into a separate agreement where the rodeo organization would reimburse the Town all or a portion of the cost expended by the Town.

Justification

The Crow's Nest serves as an announcer's stand for all events at the Rodeo Grounds. Not having suitable means to provide an elevated vantage point for event announcers has shifted costs to both the rodeo organization to rent and assemble temporary scaffolding and other event promoters requiring them to sit in the grandstand area with a mobile public announcement system. The new Skybox will be a significant upgrade to the Rodeo Grounds and one that both the Town and CCRD have discussed upgrading for several years, even before the loss of the existing Crow's Nest.

Expenditures

Line Item Description	FY2025	FY2026	FY2027	FY2028	FY2029
Amount					
Construction & Maintenance	\$500,000	\$0	\$0	\$0	\$0
AMOUNT	\$500,000	\$0	\$0	\$0	\$0

Funding Sources

Line Item Description	FY2025	FY2026	FY2027	FY2028	FY2029
Amount					
General Fund	\$500,000	\$0	\$0	\$0	\$0
AMOUNT	\$500,000	\$0	\$0	\$0	\$0



FY 2025 - 2029 Capital Improvement Plan

RG 27015301 - Rodeo Grounds Improvements to VIP Area

Department: Development Services - Rodeo Grounds

Useful Life: 20 Years

Contact: Development Services Director

Priority: 1

Category: Improvements

Strategic Plan Area: Safe and Vibrant Community

Description

Improvement of the VIP area by replacing the existing covered area and constructing a new covered viewing, kitchen and serving area. The project's estimated cost represents the Town's share of the total estimated cost of the rebuild. The project would include additional restrooms tied into the recently completed restroom facility and connect to a new Crows Nest allowing spectator access from both sides of the arena. The Cave Creek Rodeo Days is currently planning to rebuild the Crows Nest which was lost due to a storm event. Cave Creek Rodeo Days will also provide monies in the form of a grant to reduce the overall cost to construct the new VIP improvements.

Justification

The new VIP venue would increase the viability of the facility for a variety of new events in addition to the Rodeo/Equestrian centric events currently hosted. The facility would provide a much-needed covered area and a serving kitchen. It is anticipated that once the construction is completed demand for use of the venue will increase and rental revenues associated with the arena would significantly increase.

Expenditures

Line Item Description	FY2025	FY2026	FY2027	FY2028	FY2029
Amount					
Construction & Maintenance	\$0	\$0	\$400,000	\$0	\$0
AMOUNT	\$0	\$0	\$400,000	\$0	\$0

Funding Sources

Line Item Description	FY2025	FY2026	FY2027	FY2028	FY2029
Amount					
General Fund	\$0	\$0	\$400,000	\$0	\$0
AMOUNT	\$0	\$0	\$400,000	\$0	\$0

FIRE & EMERGENCY SERVICES





FY 2025 - 2029 Capital Improvement Plan

FD 23017201 - Fire Station #1

Department: Public Safety - Fire & Emergency Medical Protection
Contact: Risk Reduction Director
Category: Improvements

Useful Life: 20 Years
Priority: 1
Strategic Plan Area: Safe and Vibrant Community

Description

This is to provide fire and emergency protection for the Town of Cave Creek. This specific capital project is designed to meet the needs of establishing a proper and permanent fire station facility within the Town of Cave Creek. The on-going operating costs associated with this project are already existing within the Town's Operating Budget.

Justification

This capital budget item is established to continue supporting the establishment of an "All Hazards" community fire and emergency response system. The capital funding identified will be used to upgrade and remodel the Town's permanent fire station facility to meet current design and safety needs. A contract is in place with an architectural firm to perform the initial design and feasibility activities, with some of those funds being expended in the current fiscal year.

The remainder of the initially identified capital funding for design and construction had previously been re-budgeted into FY 2023-24. A preliminary estimate of additional funding needed for the expected increased construction costs has been added for FY 2024-25. This is due to the current economic environment and supply challenges encountered since the initial estimates were first established. More detailed cost and timeline estimates will be available once the construction contract with FCI Constructors, Inc. is approved by the Town Council (scheduled for Nov. 6th, 2023). The Guaranteed Maximum Price (GMP) contract will include all costs from the final design through completion and include upgrading the living quarters and the addition of the new apparatus bays.

Expenditures

Itemization Description	FY2025	FY2026	FY2027	FY2028	FY2029
Amount					
Other	\$100,000	\$0	\$0	\$0	\$0
Construction & Maintenance	\$2,699,000	\$0	\$0	\$0	\$0
Planning & Design	\$100,000	\$0	\$0	\$0	\$0
AMOUNT	\$2,899,000	\$0	\$0	\$0	\$0

Funding Sources

Line Item Description	FY2025	FY2026	FY2027	FY2028	FY2029
Amount					
General Fund	\$2,899,000	\$0	\$0	\$0	\$0
AMOUNT	\$2,899,000	\$0	\$0	\$0	\$0

PUBLIC WORKS - ROADS





FY 2025 - 2029 Capital Improvement Plan

PW 24011601 - Implement Pedestrian Safety Study Recommendations

Department: Public Works - Streets
Contact: Public Works Director
Category: Street Improvements

Useful Life: 25 Years
Priority: 1
Strategic Plan Area: Safe and Vibrant Community

Description

Implement recommendations of the MAG funded Pedestrian Safety Study to include warning lighting at cross walk locations, Hawk at Basin Road and Cave Creek Road, pedestrian activated crossings, and potential other recommendations.

Justification

The pedestrian traffic interface in our Town core has been an issue for many years. This prompted the pedestrian safety study funded by MAG. The goal is to make this interface more workable to improve commerce for businesses and a better controlled pedestrian pattern.

Expenditures

Line Item Description	FY2025	FY2026	FY2027	FY2028	FY2029
Amount					
Construction & Maintenance	\$100,000	\$100,000	\$100,000	\$100,000	\$100,000
AMOUNT	\$100,000	\$100,000	\$100,000	\$100,000	\$100,000

Funding Sources

Line Item Description	FY2025	FY2026	FY2027	FY2028	FY2029
Amount					
General Fund	\$100,000	\$100,000	\$100,000	\$100,000	\$100,000
AMOUNT	\$100,000	\$100,000	\$100,000	\$100,000	\$100,000



FY 2025 - 2029 Capital Improvement Plan

PW 24011611 - Cave Creek Road Median Enhancements

Department: Public Works - Streets
Contact: Public Works Director
Category: Street Improvements

Useful Life: 10 Years
Priority: 1
Strategic Plan Area: Infrastructure

Description

This request will include the design and installation of additional plantings within the Town's medians in the Town Core.

Justification

As plant material has been removed over time for various reasons, the Town has not planned for replacement material.

Expenditures

Line Item Description	FY2025	FY2026	FY2027	FY2028	FY2029
Amount					
Construction & Maintenance	\$500,000	\$0	\$0	\$0	\$0
AMOUNT	\$500,000	\$0	\$0	\$0	\$0

Funding Sources

Line Item Description	FY2025	FY2026	FY2027	FY2028	FY2029
Amount					
General Fund	\$500,000	\$0	\$0	\$0	\$0
AMOUNT	\$500,000	\$0	\$0	\$0	\$0



FY 2025 - 2029 Capital Improvement Plan

PW 24011612 - Tally Ho and Tandem - Drainage and Pave

Department: Public Works - Streets
Contact: Public Works Director
Category: Street Improvements

Useful Life: 2: Years
Priority: 1
Strategic Plan Area: Infrastructure

Description

Drainage improvements to safely convey storm water from Black Mountain within the 50-foot rights of way of Upper Tandem and Upper Talley Ho Drives across Sunset Drive to Lower Tandem and Lower Talley Ho Drives respectively. Drainage systems will consist of curbs and valley gutters with grading of roadways to install a 22-foot-wide roadway with 4-foot shoulders. The 22-foot-wide roadway will be paved.

Justification

The roadways are very steep and require many man-hours of Town labor to repair following storm events. The erosion caused by the storm water, at times, prevents neighbors from being able to utilize their driveways to access or leave their homes. Control of the drainage is necessary before roadway improvements can be made.

Expenditures

Line Item Description	FY2025	FY2026	FY2027	FY2028	FY2029
Amount					
Construction & Maintenance	\$260,000	\$0	\$0	\$0	\$0
AMOUNT	\$260,000	\$0	\$0	\$0	\$0

Funding Sources

Line Item Description	FY2025	FY2026	FY2027	FY2028	FY2029
Amount					
General Fund	\$260,000	\$0	\$0	\$0	\$0
AMOUNT	\$260,000	\$0	\$0	\$0	\$0



FY 2025 - 2029 Capital Improvement Plan

PW 25011603 - Grapevine Road - Edge Mill and Overlay

Department: Public Works - Streets
Contact: Public Works Director
Category: Street Improvements

Useful Life: 10 Years
Priority: 2
Strategic Plan Area: Infrastructure

Description

Edge, mill, and overlay of Grapevine Road from 78th Street to 80th Street.

Justification

Currently rated as marginal by the Pavement Management Analysis. The Town has spent recent money to repair edges and fix potholes. This project will bring the overall quality of road up and reduce the need to patch and improve the use of the road.

Expenditures

Line Item Description	FY2025	FY2026	FY2027	FY2028	FY2029
Amount					
Construction & Maintenance	\$201,000	\$0	\$0	\$0	\$0
AMOUNT	\$201,000	\$0	\$0	\$0	\$0

Funding Sources

Line Item Description	FY2025	FY2026	FY2027	FY2028	FY2029
Amount					
General Fund	\$201,000	\$0	\$0	\$0	\$0
AMOUNT	\$201,000	\$0	\$0	\$0	\$0



FY 2025 - 2029 Capital Improvement Plan

PW 25011604 - Rifleman Road - Mill and Pave

Department: Public Works - Streets
Contact: Public Works Director
Category: Street Improvements

Useful Life: 10 Years
Priority: 2
Strategic Plan Area: Infrastructure

Description

Mill and pave Rifleman Road between Westland Road and Summerset Circle. Full width mill and pave with a two to three inch overlay.

Justification

Currently rated as poor to marginal by the Pavement Management Analysis. The Town has spent recent money to repair edges and fix potholes. This project will bring overall quality of road up and reduce the need to patch and improve the road.

Expenditures

Line Item Description	FY2025	FY2026	FY2027	FY2028	FY2029
Amount					
Construction & Maintenance	\$123,150	\$0	\$0	\$0	\$0
AMOUNT	\$123,150	\$0	\$0	\$0	\$0

Funding Sources

Line Item Description	FY2025	FY2026	FY2027	FY2028	FY2029
Amount					
General Fund	\$123,150	\$0	\$0	\$0	\$0
AMOUNT	\$123,150	\$0	\$0	\$0	\$0



FY 2025 - 2029 Capital Improvement Plan

PW 2501605 - Chuckwalla, Paloverde Pass, Red Dog – Edge Mill

Department: Public Works - Streets
Contact: Public Works Director
Category: Street Improvements

Useful Life: 10 Years
Priority: 5
Strategic Plan Area: Infrastructure

Description

Edge mill and overlay of Chuckwalla, Palo Verde Pass, and Red Dog.

Justification

Currently rated as marginal by the Pavement Management Analysis. This project will bring overall quality of the road up and reduce the need to patch and improve the use of the road.

Expenditures

Line Item Description	FY2025	FY2026	FY2027	FY2028	FY2029
Amount					
Construction & Maintenance	\$124,750	\$0	\$0	\$0	\$0
AMOUNT	\$124,750	\$0	\$0	\$0	\$0

Funding Sources

Line Item Description	FY2025	FY2026	FY2027	FY2028	FY2029
Amount					
General Fund	\$124,750	\$0	\$0	\$0	\$0
AMOUNT	\$124,750	\$0	\$0	\$0	\$0



FY 2025 - 2029 Capital Improvement Plan

PW 25011606 - 40th Street and Galvin - Mill and Pave

Department: Public Works - Streets
Contact: Public Works Director
Category: Street Improvements

Useful Life: 10 Years
Priority: 1
Strategic Plan Area: Infrastructure

Description

Mill and pave 40th Street between Via Cassandra Way and Galvin Street as well as Galvin Street from 40th Street about 800 feet East of 40th Street. Full width mill and pave with a two to three inch overlay.

Justification

Currently rated as poor by the Pavement Management Analysis. The Town has spent recent money to repair edges and fix potholes. This project will bring overall quality of the road up and limit the need to patch and improve the use of the road. The road is used by many people with horse trailers.

Expenditures

Line Item Description	FY2025	FY2026	FY2027	FY2028	FY2029
Amount					
Construction & Maintenance	\$208,000	\$0	\$0	\$0	\$0
AMOUNT	\$208,000	\$0	\$0	\$0	\$0

Funding Sources

Line Item Description	FY2025	FY2026	FY2027	FY2028	FY2029
Amount					
General Fund	\$208,000	\$0	\$0	\$0	\$0
AMOUNT	\$208,000	\$0	\$0	\$0	\$0



FY 2025 - 2029 Capital Improvement Plan

PW 2501607 - 53rd Street - Barbie to Olesen – Pave Road

Department: Public Works - Streets
Contact: Public Works Director
Category: Street Improvements

Useful Life: 10 Years
Priority: 1
Strategic Plan Area: Infrastructure

Description

New construction of commercial roadway between Barbie and Olesen to connect commercial area with traffic light at Cave Creek Road and Olesen intersection.

Justification

Improve traffic flow pattern and reduce maintenance of unpaved road that currently carries more traffic than suited for an unpaved road.

Expenditures

Line Item Description	FY2025	FY2026	FY2027	FY2028	FY2029
Amount					
Construction & Maintenance	\$350,000	\$0	\$0	\$0	\$0
AMOUNT	\$350,000	\$0	\$0	\$0	\$0

Funding Sources

Line Item Description	FY2025	FY2026	FY2027	FY2028	FY2029
Amount					
General Fund	\$350,000	\$0	\$0	\$0	\$0
AMOUNT	\$350,000	\$0	\$0	\$0	\$0



FY 2025 - 2029 Capital Improvement Plan

PW 25011608 - Yucca Road – Micro-Surface with Structural Repairs

Department: Public Works - Streets
Contact: Public Works Director
Category: Street Improvements

Useful Life: 10 Years
Priority: 2
Strategic Plan Area: Infrastructure

Description

Micro-surface and chip seal with structural patching on Yucca Road.

Justification

Project was recommended as a priority within the next 5 years by 2020 Pavement Management Study.

Expenditures

Line Item Description	FY2025	FY2026	FY2027	FY2028	FY2029
Amount					
Construction & Maintenance	\$75,000	\$0	\$0	\$0	\$0
AMOUNT	\$75,000	\$0	\$0	\$0	\$0

Funding Sources

YUCCA ROAD - MICRO SURFACE

Line Item Description	FY2025	FY2026	FY2027	FY2028	FY2029
Amount					
General Fund	\$75,000	\$0	\$0	\$0	\$0
AMOUNT	\$75,000	\$0	\$0	\$0	\$0



FY 2025 - 2029 Capital Improvement Plan

PW 2501609 - 58th St, 60th St, Azure Hills, Lone Mountain – Mill and Pave

Department: Public Works - Streets
Contact: Public Works Director
Category: Street Improvements

Useful Life: 10 Years
Priority: 2
Strategic Plan Area: Infrastructure

Description

Edge, mill, and overlay of 58th Street, 60th Street, Azure Hills, and Lone Mountain Roads.

Justification

Currently rated as marginal to good by the Pavement Management Analysis. This project will bring overall quality of road up and limit the need to patch and improve the use of the road.

Expenditures

Line Item Description	FY2025	FY2026	FY2027	FY2028	FY2029
Amount					
Construction & Maintenance	\$267,800	\$0	\$0	\$0	\$0
AMOUNT	\$267,800	\$0	\$0	\$0	\$0

Funding Sources

Line Item Description	FY2025	FY2026	FY2027	FY2028	FY2029
Amount					
General Fund	\$267,800	\$0	\$0	\$0	\$0
AMOUNT	\$267,800	\$0	\$0	\$0	\$0



FY 2025 - 2029 Capital Improvement Plan

PW 25011610 - School House Road - Micro-Surface

Department: Public Works - Streets
Contact: Public Works Director
Category: Street Improvements

Useful Life: 10 Years
Priority: 2
Strategic Plan Area: Infrastructure

Description

Micro-surface with structural repairs of School House Road South of Cave Creek Road.

Justification

Currently rated as good to very good by the Pavement Management Analysis. This section of roadway is in our commercial core and sees a large amount of traffic volume. It is necessary to ensure that it does not deteriorate as the expense of repair would be very high.

Expenditures

Line Item Description	FY2025	FY2026	FY2027	FY2028	FY2029
Amount					
Construction & Maintenance	\$63,550	\$0	\$0	\$0	\$0
AMOUNT	\$63,550	\$0	\$0	\$0	\$0

Funding Sources

Line Item Description	FY2025	FY2026	FY2027	FY2028	FY2029
Amount					
General Fund	\$63,550	\$0	\$0	\$0	\$0
AMOUNT	\$63,550	\$0	\$0	\$0	\$0



FY 2025 - 2029 Capital Improvement Plan

PW 25011611 - Rancho Mañana Roads - Edge Mill and Overlay

Department: Public Works - Streets
Contact: Public Works Director
Category: Street Improvements

Useful Life: 10 Years
Priority: 2
Strategic Plan Area: Infrastructure

Description

Edge, mill, and overlay Miramonte Dr South, Paseo Hermosa, and Rancho Manana Blvd from La Canoa to Miramonte Drive.

Justification

Currently rated as fair to very good by the Pavement Management Analysis. This project will bring overall quality of roads up and limit the need to patch and improve the use of the roads. These roads serve a large number of Cave Creek residents.

Expenditures

Line Item Description	FY2025	FY2026	FY2027	FY2028	FY2029
Amount					
Construction & Maintenance	\$161,950	\$0	\$0	\$0	\$0
AMOUNT	\$161,950	\$0	\$0	\$0	\$0

Funding Sources

Line Item Description	FY2025	FY2026	FY2027	FY2028	FY2029
Amount					
General Fund	\$161,950	\$0	\$0	\$0	\$0
AMOUNT	\$161,950	\$0	\$0	\$0	\$0



FY 2025 - 2029 Capital Improvement Plan

PW 25011612 - Morningstar and 54th Street - Chip Seal and Drainage Improvements

Department: Public Works - Streets
Contact: Public Works Director
Category: Street Improvements

Useful Life: 20 Years
Priority: 1
Strategic Plan Area: Infrastructure

Description

54th Street - Chip sealing of approximately 1,950 lineal feet at 22 feet wide from Morningstar South to end, and Morningstar Road - Chip sealing of approximately 3,220 lineal feet at 22 feet wide from Spur Cross Road to Old Stage Road. Project will include three ford section low water crossings at FEMA Special Hazard Areas crossing Morningstar Road.

Justification

This Project has been added in response to a neighborhood petition filed by over 90 percent of the property owners on the two streets asking that the funds listed in the FY2025 CIP for Chip Seal of Unpaved Roads be identified for this project. Staff concurs as the two roads represent a large segment of our unpaved roads, service a large amount of traffic, and requires heavy maintenance to maintain both drivability and dust control.

Expenditures

Line Item Description	FY2025	FY2026	FY2027	FY2028	FY2029
Amount					
Construction and Maintenance	\$288,000	\$0	\$0	\$0	\$0
AMOUNT	\$288,000	\$0	\$0	\$0	\$0

Funding Sources

Line Item Description	FY2025	FY2026	FY2027	FY2028	FY2029
Amount					
General Fund	\$288,000	\$0	\$0	\$0	\$0
AMOUNT	\$288,000	\$0	\$0	\$0	\$0



FY 2025 - 2029 Capital Improvement Plan

PW 25011613 - New Water Ranch Office - PW

Department: Public Works - Streets
Contact: Public Works Director
Category: Buildings

Useful Life: 10 Years
Priority: 1
Strategic Plan Area: Innovative and High Performing Organization

Description

The Town has entered into a lease with the Foothills Foodbank to allow them to construct a new building on the Water Ranch parcel located at 44th Street and Carefree Highway. As part of the land lease, the Foodbank will build a 3,000 square foot area in the building for the Town to use. This new building will allow Town staff to relocate from the existing double-wide trailer at the Water Ranch. This project will provide a portion of the funding needed to purchase and install the furniture and equipment needed for the new building space.

Justification

Currently the Public Works, Water Distribution and Wastewater Treatment Plant staff are all housed in a single double-wide trailer at the Water Ranch. The building has only one bathroom and does not contain meeting / training areas or offices for the supervisors. The new building will better accommodate the current and future staffing needs for the Town. It will provide new bathroom and locker areas, space for dedicated training / meeting area and allow the wastewater treatment lab to be housed in a room separated from staff workspace. The existing double-wide trailer can still be used as a secure parts storage and workshop area for staff.

Expenditures

Line Item Description	FY2025	FY2026	FY2027	FY2028	FY2029
Amount					
Equipment, Vehicles, Furnishings	\$200,000	\$0	\$0	\$0	\$0
AMOUNT	\$200,000	\$0	\$0	\$0	\$0

Funding Sources

Line Item Description	FY2025	FY2026	FY2027	FY2028	FY2029
Amount					
General Fund	\$200,000	\$0	\$0	\$0	\$0
AMOUNT	\$200,000	\$0	\$0	\$0	\$0



FY 2025 - 2029 Capital Improvement Plan

PW 2501614 - Pavement Management Plan Update

Department: Public Works - Streets
Contact: Public Works Director
Category: Street Improvements

Useful Life: 20 Years
Priority: 3
Strategic Plan Area: Infrastructure

Description

Update of August 2020 Pavement Management Analysis Report.

Justification

The 2020 Pavement Management Plan is becoming outdated and the need to identify the current condition of the roads and future projects will become imperative.

Expenditures

Line Item Description	FY2025	FY2026	FY2027	FY2028	FY2029
Amount					
Planning & Design	\$70,000	\$0	\$0	\$0	\$0
AMOUNT	\$70,000	\$0	\$0	\$0	\$0

Funding Sources

Line Item Description	FY2025	FY2026	FY2027	FY2028	FY2029
Amount					
General Fund	\$70,000	\$0	\$0	\$0	\$0
AMOUNT	\$70,000	\$0	\$0	\$0	\$0



FY 2025 - 2029 Capital Improvement Plan

PW 25031601 - 32nd Street – Mill and Pave

Department: Public Works - Streets
Contact: Public Works Director
Category: Street Improvements

Useful Life: 20 Years
Priority: 2
Strategic Plan Area: Infrastructure

Description

Full width mill and overlay of 32nd Street approximately one half mile length north of Carefree Highway.

Justification

Project recommended as a priority within the next 5 years by 2020 Pavement Management Study.

Expenditures

Itemization Description	FY2025	FY2026	FY2027	FY2028	FY2029
Amount					
Planning & Design	\$50,000	\$0	\$0	\$0	\$0
Construction & Maintenance	\$425,000	\$0	\$0	\$0	\$0
AMOUNT	\$475,000	\$0	\$0	\$0	\$0

Funding Sources

Line Item Description	FY2025	FY2026	FY2027	FY2028	FY2029
Amount					
HURF Fund	\$475,000	\$0	\$0	\$0	\$0
AMOUNT	\$475,000	\$0	\$0	\$0	\$0



FY 2025 - 2029 Capital Improvement Plan

PW 26011601 - Traffic Control Device(s) on Cave Creek Road

Department: Public Works - Streets
Contact: Public Works Director
Category: Street Improvements

Useful Life: 10 Years
Priority: 3
Strategic Plan Area: Safe and Vibrant Community

Description

The Project will consist of acquiring four additional speed display signs and placing them in the Town Core Right of Way. The signs record the amount of traffic and the speed of the traffic through Town.

Justification

The Town currently has two such signs at the entry to the Town Core. The need for the additional signs is to track and measure traffic and speeds through Town to aid in enforcement and pedestrian safety. The four additional signs would allow measurement through Town.

Expenditures

Line Item Description	FY2025	FY2026	FY2027	FY2028	FY2029
Amount					
Construction & Maintenance	\$0	\$100,000	\$0	\$0	\$0
AMOUNT	\$0	\$100,000	\$0	\$0	\$0

Funding Sources

Line Item Description	FY2025	FY2026	FY2027	FY2028	FY2029
Amount					
General Fund	\$0	\$100,000	\$0	\$0	\$0
AMOUNT	\$0	\$100,000	\$0	\$0	\$0



FY 2025 - 2029 Capital Improvement Plan

PW 26011602 - Chip Seal Unpaved Roads

Department: Public Works - Streets
Contact: Public Works Director
Category: Street Improvements

Useful Life: 5 Years
Priority: 2
Strategic Plan Area: Infrastructure

Description

Placement of double chip seal on unpaved roads in Town limits.

Justification

Meet dust control needs through placement of hard surface on roads.

Expenditures

Line Item Description	FY2025	FY2026	FY2027	FY2028	FY2029
Amount					
Construction & Maintenance	\$0	\$130,000	\$0	\$0	\$0
AMOUNT	\$0	\$130,000	\$0	\$0	\$0

Funding Sources

Line Item Description	FY2025	FY2026	FY2027	FY2028	FY2029
Amount					
General Fund	\$0	\$130,000	\$0	\$0	\$0
AMOUNT	\$0	\$130,000	\$0	\$0	\$0



FY 2025 - 2029 Capital Improvement Plan

PW 26011603 - Butte Canyon Circle - Edge Mill and Overlay

Department: Public Works - Streets
Contact: Public Works Director
Category: Street Improvements

Useful Life: 10 Years
Priority: 3
Strategic Plan Area: Infrastructure

Description

Edge, mill, and overlay of Butte Canyon Circle.

Justification

Currently rated as good by the 2020 Pavement Management Analysis. This project will bring the overall quality of road up and limit the need to patch and improve the use of the road.

Expenditures

Line Item Description	FY2025	FY2026	FY2027	FY2028	FY2029
Amount					
Construction & Maintenance	\$0	\$35,000	\$0	\$0	\$0
AMOUNT	\$0	\$35,000	\$0	\$0	\$0

Funding Sources

Line Item Description	FY2025	FY2026	FY2027	FY2028	FY2029
Amount					
General Fund	\$0	\$35,000	\$0	\$0	\$0
AMOUNT	\$0	\$35,000	\$0	\$0	\$0



FY 2025 - 2029 Capital Improvement Plan

PW 26011604 - 72nd Street - Mill and Pave

Department: Public Works - Streets
Contact: Public Works Director
Category: Street Improvements

Useful Life: 10 Years
Priority: 3
Strategic Plan Area: Infrastructure

Description

Mill and pave 72nd Street between Continental Mountain Road and Rockaway Hills. Full width mill and pave with a two to three inch overlay.

Justification

Currently rated as marginal to fair by the 2020 Pavement Management Analysis. The Town has spent recent money to repair edges and fix potholes. This project will bring the overall quality of the road up and limit the need to patch and improve the use of the road.

Expenditures

Line Item Description	FY2025	FY2026	FY2027	FY2028	FY2029
Amount					
Construction & Maintenance	\$0	\$257,000	\$0	\$0	\$0
AMOUNT	\$0	\$257,000	\$0	\$0	\$0

Funding Sources

Line Item Description	FY2025	FY2026	FY2027	FY2028	FY2029
Amount					
General Fund	\$0	\$257,000	\$0	\$0	\$0
AMOUNT	\$0	\$257,000	\$0	\$0	\$0



FY 2025 - 2029 Capital Improvement Plan

PW 26011605 - Canyon Springs & Desert Winds – Mill and Pave

Department: Public Works - Streets
Contact: Public Works Director
Category: Street Improvements

Useful Life: 10 Years
Priority: 5
Strategic Plan Area: Infrastructure

Description

Mill and pave Canyon Springs Road between Hidden Springs Road and Desert Winds, Desert Winds Circle. Full width mill and pave with a two to three inch overlay.

Justification

Currently rated as poor to marginal by the 2020 Pavement Management Analysis. The Town has spent recent money to repair edges and fix potholes. This project will bring the overall quality of the road up and limit the need to patch and improve the use of the road.

Expenditures

Line Item Description	FY2025	FY2026	FY2027	FY2028	FY2029
Amount					
Construction & Maintenance	\$0	\$190,000	\$0	\$0	\$0
AMOUNT	\$0	\$190,000	\$0	\$0	\$0

Funding Sources

Line Item Description	FY2025	FY2026	FY2027	FY2028	FY2029
Amount					
General Fund	\$0	\$190,000	\$0	\$0	\$0
AMOUNT	\$0	\$190,000	\$0	\$0	\$0



FY 2025 - 2029 Capital Improvement Plan

PW 26011606 - Ridgeway Drive – Mill and Pave

Department: Public Works - Streets
Contact: Public Works Director
Category: Street Improvements

Useful Life: 10 Years
Priority: 3
Strategic Plan Area: Infrastructure

Description

Mill and pave Ridgeway Drive between Arroyo Road and Highland. Full width mill and pave with a two to three inch overlay.

Justification

Currently rated as fair to marginal by the 2020 Pavement Management Analysis. The Town has spent recent money to repair edges and fix potholes. This project will bring overall quality of road up and limit the need to patch and improve the use of the road.

Expenditures

Line Item Description	FY2025	FY2026	FY2027	FY2028	FY2029
Amount					
Construction & Maintenance	\$0	\$218,000	\$0	\$0	\$0
AMOUNT	\$0	\$218,000	\$0	\$0	\$0

Funding Sources

Line Item Description	FY2025	FY2026	FY2027	FY2028	FY2029
Amount					
General Fund	\$0	\$218,000	\$0	\$0	\$0
AMOUNT	\$0	\$218,000	\$0	\$0	\$0



FY 2025 - 2029 Capital Improvement Plan

PW 26011607 - Continental Mountain & Echo Canyon - Mill and Pave

Department: Public Works - Streets
Contact: Public Works Director
Category: Street Improvements

Useful Life: 10 Years
Priority: 3
Strategic Plan Area: Infrastructure

Description

Mill and pave Continental Mountain Road between Echo Canyon and East End; Echo Canyon Drive, and Lone Mountain Road North between Fleming Springs and North 65th Place. Full width mill and pave with a two to three inch overlay.

Justification

Currently rated as very poor by the 2020 Pavement Management Analysis. The Town has spent recent money to repair edges and fix potholes. This project will bring overall quality of the road up and limit the need to patch and improve the use of the road.

Expenditures

Line Item Description	FY2025	FY2026	FY2027	FY2028	FY2029
Amount					
Construction & Maintenance	\$0	\$290,000	\$0	\$0	\$0
AMOUNT	\$0	\$290,000	\$0	\$0	\$0

Funding Sources

Line Item Description	FY2025	FY2026	FY2027	FY2028	FY2029
Amount					
General Fund	\$0	\$290,000	\$0	\$0	\$0
AMOUNT	\$0	\$290,000	\$0	\$0	\$0



FY 2025 - 2029 Capital Improvement Plan

PW 26011608 - Cave Creek Road South of Carefree Highway – Mill and Pave

Department: Public Works - Streets
Contact: Public Works Director
Category: Street Improvements

Useful Life: 10 Years
Priority: 2
Strategic Plan Area: Infrastructure

Description

Micro-surfacing with structural repairs of Cave Creek Road between Town limits and Carefree Highway. Micro-surface with structural patching.

Justification

Currently rated as marginal to good by the Pavement Management Analysis. This project will follow the Phoenix Interconnect Water Project to bring the overall quality of road up for future use. This section of roadway sees a large amount of traffic volume and it is necessary to ensure that it does not deteriorate.

Expenditures

Line Item Description	FY2025	FY2026	FY2027	FY2028	FY2029
Amount					
Construction & Maintenance	\$0	\$134,150	\$0	\$0	\$0
AMOUNT	\$0	\$134,150	\$0	\$0	\$0

Funding Sources

Line Item Description	FY2025	FY2026	FY2027	FY2028	FY2029
Amount					
General Fund	\$0	\$134,150	\$0	\$0	\$0
AMOUNT	\$0	\$134,150	\$0	\$0	\$0



FY 2025 - 2029 Capital Improvement Plan

PW 26031601 - Cave Creek Road - Mill and Pave

Department: Public Works - Streets
Contact: Public Works Director
Category: Street Improvements

Useful Life: 20 Years
Priority: 3
Strategic Plan Area: Infrastructure

Description

Mill and pave Cave Creek Road between the South boundary near Sentinel Rock to Stage Coach Pass. Full width mill and pave with a two to three inch overlay.

Justification

Not currently rated in the 2020 Pavement Management Analysis since the 2020 Micro-Surface Project was completed. The road is currently in very good to excellent condition, however, after seven years it will be in need of repair. This project, while listed on the 2020 Pavement Management Analysis should be re-examined following the proposed 2026 update. This project will bring overall quality of road up and limit the need to patch and improve the use of the road.

Expenditures

Line Item Description	FY2025	FY2026	FY2027	FY2028	FY2029
Amount					
Construction & Maintenance	\$0	\$400,000	\$0	\$0	\$0
AMOUNT	\$0	\$400,000	\$0	\$0	\$0

Funding Sources

Line Item Description	FY2025	FY2026	FY2027	FY2028	FY2029
Amount					
HURF Fund	\$0	\$400,000	\$0	\$0	\$0
AMOUNT	\$0	\$400,000	\$0	\$0	\$0



FY 2025 - 2029 Capital Improvement Plan

PW 26201601 - Desert Awareness Park Galloway Wash

Department: Public Works - Streets
Contact: Public Works Director
Category: Street Improvements

Useful Life: 25 Years
Priority: 2
Strategic Plan Area: Infrastructure

Description

Design completed in FY 2022 exceeded available funding. New grant request being prepared as either a SPAP (75 percent grant possible up to \$1,000,000) or capital improvement project (65 percent grant possible). Project will not be able to proceed without grant funding.

Justification

Major bank erosion in area with loss of use of Desert Awareness Park and amenities.

Expenditures

Line Item Description	FY2025	FY2026	FY2027	FY2028	FY2029
Amount					
Construction & Maintenance	\$0	\$1,400,000	\$0	\$0	\$0
AMOUNT	\$0	\$1,400,000	\$0	\$0	\$0

Funding Sources

Line Item Description	FY2025	FY2026	FY2027	FY2028	FY2029
Amount					
Grant - FDCMC	\$0	\$910,000	\$0	\$0	\$0
General Fund	\$0	\$490,000	\$0	\$0	\$0
AMOUNT	\$0	\$1,400,000	\$0	\$0	\$0



FY 2025 - 2029 Capital Improvement Plan

PW 27011601 - Military Road & Southern Bypass – New Road Connection

Department: Public Works - Streets
Contact: Public Works Director
Category: Street Improvements

Useful Life: 25 Years
Priority: 3
Strategic Plan Area: Infrastructure

Description

The project involves a southern East / West bypass around Cave Creek Road. The work would include acquisition and condemnation of right of way to complete the alignment and construction of a new roadway and overlay of connected roadways from South School House Road to Bella Vista Drive.

Justification

The project has been recommended in many planning studies.

Expenditures

Line Item Description	FY2025	FY2026	FY2027	FY2028	FY2029
Amount					
Planning & Design	\$0	\$0	\$700,000	\$0	\$0
AMOUNT	\$0	\$0	\$700,000	\$0	\$0

Funding Sources

Line Item Description	FY2025	FY2026	FY2027	FY2028	FY2029
Amount					
General Fund	\$0	\$0	\$700,000	\$0	\$0
AMOUNT	\$0	\$0	\$700,000	\$0	\$0



FY 2025 - 2029 Capital Improvement Plan

PW 27011602 - New Projects Identified in 2026 Pavement Management Plan

Department: Public Works - Streets
Contact: Public Works Director
Category: Street Improvements

Useful Life: 5
Priority: 3
Strategic Plan Area: Infrastructure

Description

A Pavement Management Plan will be initiated in 2026. These funds are a place holder for potential projects identified once the Management Plan is complete.

Justification

2026 Pavement Management Plan will identify and prioritize road maintenance projects needing to be completed.

Expenditures

Line Item Description	FY2025	FY2026	FY2027	FY2028	FY2029
Amount					
Construction & Maintenance	\$0	\$0	\$1,200,000	\$1,900,000	\$1,900,000
AMOUNT	\$0	\$0	\$1,200,000	\$1,900,000	\$1,900,000

Funding Sources

Line Item Description	FY2025	FY2026	FY2027	FY2028	FY2029
Amount					
HURF Fund	\$0	\$0	\$400,000	\$400,000	\$400,000
General Fund	\$0	\$0	\$800,000	\$1,500,000	\$1,500,000
AMOUNT	\$0	\$0	\$1,200,000	\$1,900,000	\$1,900,000

FLEET MANAGEMENT





FY 2025 - 2029 Capital Improvement Plan

FM 25016501- Freightliner FL80 Water Truck

Department: Public Works - Fleet Management
Contact: Public Works Director
Category: Vehicles

Useful Life: 10 Years
Priority: 2
Strategic Plan Area: Innovative and High Performing Organization

Description

This budget request is for the purchase of a new water truck to replace the 1999 Freightliner FL80 water truck.

Justification

The 1999 Freightliner FL80 water truck has cost the Town over \$12,807 in repairs and maintenance over the past three years and is well past its useful life cycle. The Town is requesting the allocation of \$275,000 for the purchase of a new 4,000 gallon water truck.

Expenditures

Line Item Description	FY2025	FY2026	FY2027	FY2028	FY2029
Amount					
Equipment, Vehicles, Furnishings	\$275,000	\$0	\$0	\$0	\$0
AMOUNT	\$275,000	\$0	\$0	\$0	\$0

Funding Sources

Line Item Description	FY2025	FY2026	FY2027	FY2028	FY2029
Amount					
General Fund	\$275,000	\$0	\$0	\$0	\$0
AMOUNT	\$275,000	\$0	\$0	\$0	\$0



FY 2025 - 2029 Capital Improvement Plan

FM 25016502 - Fire Tender Truck

Department: Public Works - Fleet Management

Contact: Public Works Director

Category: Vehicles

Useful Life: 10 Years

Priority: 2

Strategic Plan Area: Innovative and High Performing Organization

Description

Purchase of a new fire service appropriate - Water Tender / Tanker Truck. Vehicle will be able to carry between 2,500 to 4,000 gallons of water with a rated pumping capacity of between 500 GPM to 1,000 GPM.

Justification

Given the rural environment associated with the Town of Cave Creek, many areas do not have access to the municipal water system. Having the ability to bring or shuttle large quantities of water by tanker vehicles is needed to address future structural fires or other large-scale fire incidents. Having a dedicated, emergency vehicle located at the Town of Cave Creek fire station will also positively support the overall community insurance grading, as developed with the ISO / Verisk risk rating system. In addition, this type of Town owned resource is identified in the approved Intergovernmental Agreement with Daisy Mountain Fire Department for community fire protection.

Expenditures

Line Item Description	FY2025	FY2026	FY2027	FY2028	FY2029
Amount					
Equipment, Vehicles, Furnishings	\$450,000	\$0	\$0	\$0	\$0
AMOUNT	\$450,000	\$0	\$0	\$0	\$0

Funding Sources

Line Item Description	FY2025	FY2026	FY2027	FY2028	FY2029
Amount					
General Fund	\$450,000	\$0	\$0	\$0	\$0
AMOUNT	\$450,000	\$0	\$0	\$0	\$0



FY 2025 - 2029 Capital Improvement Plan

FM 26016501 - Bobcat T300 Skid-Steer

Department: Public Works - Fleet Management

Contact: Public Works Director

Category: Vehicles

Useful Life: 10 Years

Priority: 5

Strategic Plan Area: Innovative and High Performing Organization

Description

This budget request is for the purchase of a new Skid-Steer loader.

Justification

The 2008 Bobcat T300 Skid-Steer loader has cost the Town over \$10,542 in repairs and maintenance over the past three years and is well

past its useful life cycle. The Town is requesting the allocation of \$100,000 for the purchase of a new Skid-Steer loader.

Expenditures

Line Item Description	FY2025	FY2026	FY2027	FY2028	FY2029
Amount					
Equipment, Vehicles, Furnishings	\$0	\$100,000	\$0	\$0	\$0
AMOUNT	\$0	\$100,000	\$0	\$0	\$0

Funding Sources

Line Item Description	FY2025	FY2026	FY2027	FY2028	FY2029
Amount					
General Fund	\$0	\$100,000	\$0	\$0	\$0
AMOUNT	\$0	\$100,000	\$0	\$0	\$0



FY 2025 - 2029 Capital Improvement Plan

FM 26016502 - Ingersoll-Rand Steel Drum Roller

Department: Public Works - Fleet Management
Contact: Public Works Director
Category: Equipment

Useful Life: 15 Years
Priority: 4
Strategic Plan Area: Innovative and High Performing Organization

Description

This budget request is for the purchase of a new steel drum roller.

Justification

The DD-24 Roller - Steel Drum is well past its useful life cycle. The Town is requesting the allocation of \$50,000 for the purchase of a steel drum roller.

Expenditures

Line Item Description	FY2025	FY2026	FY2027	FY2028	FY2029
Amount					
Equipment, Vehicles, Furnishings	\$0	\$50,000	\$0	\$0	\$0
AMOUNT	\$0	\$50,000	\$0	\$0	\$0

Funding Sources

Line Item Description	FY2025	FY2026	FY2027	FY2028	FY2029
Amount					
General Fund	\$0	\$50,000	\$0	\$0	\$0
AMOUNT	\$0	\$50,000	\$0	\$0	\$0



FY 2025 - 2029 Capital Improvement Plan

FM 26016503 - Caterpillar Road Grader

Department: Public Works - Fleet Management

Contact: Public Works Director

Category: Equipment

Useful Life: 15 Years

Priority: 5

Strategic Plan Area: Innovative and High Performing Organization

Description

This budget request is for the purchase of a new road grader.

Justification

The 1993 Caterpillar 140G (Grader) has cost the Town over \$17,396 in repairs and maintenance over the past three years and is well past its useful life cycle. The Town is requesting the allocation of \$550,000 for the purchase of a new road grader.

Expenditures

Line Item Description	FY2025	FY2026	FY2027	FY2028	FY2029
Amount					
Equipment, Vehicles, Furnishings	\$0	\$550,000	\$0	\$0	\$0
AMOUNT	\$0	\$550,000	\$0	\$0	\$0

Funding Sources

Line Item Description	FY2025	FY2026	FY2027	FY2028	FY2029
Amount					
General Fund	\$0	\$550,000	\$0	\$0	\$0
AMOUNT	\$0	\$550,000	\$0	\$0	\$0



FY 2025 - 2029 Capital Improvement Plan

FM 26016504 - Bandit Wood Chipper

Department: Public Works - Fleet Management

Contact: Public Works Director

Category: Equipment

Useful Life: 10 Years

Priority: 1

Strategic Plan Area: Innovative and High Performing Organization

Description

This budget request is for the purchase of a new Bandit Wood Chipper.

Justification

The 2006 Brush Bandit Wood Chipper has cost the Town over \$2,500 in repairs and maintenance over the past 9 years and is past its useful life cycle. The Town is requesting the allocation of \$75,000 for the purchase of a new wood chipper for the Public Works Department.

Expenditures

Line Item Description	FY2025	FY2026	FY2027	FY2028	FY2029
Amount					
Equipment, Vehicles, Furnishings	\$0	\$75,000	\$0	\$0	\$0
AMOUNT	\$0	\$75,000	\$0	\$0	\$0

Funding Sources

Line Item Description	FY2025	FY2026	FY2027	FY2028	FY2029
Amount					
General Fund	\$0	\$75,000	\$0	\$0	\$0
AMOUNT	\$0	\$75,000	\$0	\$0	\$0



FY 2025 - 2029 Capital Improvement Plan

FM 27016501 - Freightliner Dump Truck

Department: Public Works - Fleet Management

Contact: Public Works Director

Category: Equipment

Useful Life: 10 Years

Priority: 5

Strategic Plan Area: Innovative and High Performing Organization

Description

This budget request is for the purchase of a new dump truck.

Justification

The 2012 Freightliner dump truck has cost the Town over \$10,914 in repairs and maintenance over the past three years and is well past its useful life cycle. The Town is requesting the allocation of \$275,000 for the purchase of a new dump truck.

Expenditures

Line Item Description	FY2025	FY2026	FY2027	FY2028	FY2029
Amount					
Equipment, Vehicles, Furnishings	\$0	\$0	\$275,000	\$0	\$0
AMOUNT	\$0	\$0	\$275,000	\$0	\$0

Funding Sources

Line Item Description	FY2025	FY2026	FY2027	FY2028	FY2029
Amount					
General Fund	\$0	\$0	\$275,000	\$0	\$0
AMOUNT	\$0	\$0	\$275,000	\$0	\$0



FY 2025 - 2029 Capital Improvement Plan

FM 28016501 - Replace 2014 Chevrolet Tahoe

Department: Public Works - Fleet Maintenance
Contact: Public Works Director
Category: Vehicles

Useful Life: 10 Years
Priority: 1
Strategic Plan Area: Innovative and High Performing Organization

Description

This budget request is for the purchase of a new vehicle to replace the 2014 Chevrolet Tahoe.

Justification

The 2014 Chevrolet Tahoe has cost the Town over \$11,009 in repairs and maintenance over the past 9 years and is past its useful life cycle. The Town is requesting the allocation of \$69,000 for the purchase of a vehicle for the Town Marshal's office.

Expenditures

Line Item Description	FY2025	FY2026	FY2027	FY2028	FY2029
Amount					
Equipment, Vehicles, Furnishings	\$0	\$0	\$0	\$69,000	\$0
AMOUNT	\$0	\$0	\$0	\$69,000	\$0

Funding Sources

Line Item Description	FY2025	FY2026	FY2027	FY2028	FY2029
Amount					
General Fund	\$0	\$0	\$0	\$69,000	\$0
AMOUNT	\$0	\$0	\$0	\$69,000	\$0



FY 2025 - 2029 Capital Improvement Plan

FM 28016502 - Replace 2013 Chevrolet Equinox

Department: Public Works - Fleet Maintenance
Contact: Public Works Director
Category: Vehicles

Useful Life: 10 Years
Priority: 1
Strategic Plan Area: Innovative and High Performing Organization

Description

This budget request is for the purchase of a new vehicle to replace the 2013 Chevrolet Equinox.

Justification

The 2013 Chevrolet Equinox has cost the Town over \$3,726 in repairs and maintenance over the past 10 years and is past its useful life cycle. The Town is requesting the allocation of \$35,000. for the purchase of a vehicle for Development Services.

Expenditures

Line Item Description	FY2025	FY2026	FY2027	FY2028	FY2029
Amount					
Equipment, Vehicles, Furnishings	\$0	\$0	\$0	\$35,000	\$0
AMOUNT	\$0	\$0	\$0	\$35,000	\$0

Funding Sources

Line Item Description	FY2025	FY2026	FY2027	FY2028	FY2029
Amount					
General Fund	\$0	\$0	\$0	\$35,000	\$0
AMOUNT	\$0	\$0	\$0	\$35,000	\$0



FY 2025 - 2029 Capital Improvement Plan

FM 28016503 - Backhoe

Department: Public Works - Fleet Management

Contact: Public Works Director

Category: Equipment

Useful Life: 10 Years

Priority: 2

Strategic Plan Area: Innovative and High Performing Organization

Description

This budget request is for the purchase of a new backhoe to replace the 2019 Caterpillar backhoe.

Justification

The 2019 Caterpillar backhoe has cost the Town over \$14,877 in repairs and maintenance over the past three years and is past its useful life cycle. The Town is requesting the allocation of \$175,000 for the purchase of a new backhoe.

Expenditures

Line Item Description	FY2025	FY2026	FY2027	FY2028	FY2029
Amount					
Equipment, Vehicles, Furnishings	\$0	\$0	\$0	\$175,000	\$0
AMOUNT	\$0	\$0	\$0	\$175,000	\$0

Funding Sources

Line Item Description	FY2025	FY2026	FY2027	FY2028	FY2029
Amount					
Cave Creek Water Fund	\$0	\$0	\$0	\$87,500	\$0
General Fund	\$0	\$0	\$0	\$87,500	\$0
AMOUNT	\$0	\$0	\$0	\$175,000	\$0



FY 2025 - 2029 Capital Improvement Plan

FM 28016504 - Water Truck

Department: Public Works - Fleet Management

Contact: Public Works Director

Category: Equipment

Useful Life: 10 Years

Priority: 1

Strategic Plan Area: Innovative and High Performing Organization

Description

This budget request is for the purchase of a new water truck.

Justification

The 2019 Freightliner water truck has cost the Town over \$2,543 in repairs and maintenance over the past three years and is past its useful life cycle. The Town is requesting the allocation of \$235,000 for the purchase of a new water truck.

Expenditures

Line Item Description	FY2025	FY2026	FY2027	FY2028	FY2029
Amount					
Equipment, Vehicles, Furnishings	\$0	\$0	\$0	\$235,000	\$0
AMOUNT	\$0	\$0	\$0	\$235,000	\$0

Funding Sources

Line Item Description	FY2025	FY2026	FY2027	FY2028	FY2029
Amount					
General Fund	\$0	\$0	\$0	\$235,000	\$0
AMOUNT	\$0	\$0	\$0	\$235,000	\$0



FY 2025 - 2029 Capital Improvement Plan

FM 29016501 - Ford F-250 Supervisors Truck

Department: Public Works - Fleet Maintenance
Contact: Public Works Director
Category: Vehicles

Useful Life: 10 Years
Priority: 5
Strategic Plan Area: Innovative and High Performing Organization

Description

This budget request is for the purchase of a new vehicle to replace the 2018 Ford F-250 4X4.

Justification

The 2018 Ford F-250 has cost the Town over \$6,221 (amount will change as we get closer to 2029) in repairs and maintenance over the past 9 years and is past its useful life cycle. The Town is requesting the allocation of \$115,000 for the purchase of a vehicle for the Public Works Department.

Expenditures

Line Item Description	FY2025	FY2026	FY2027	FY2028	FY2029
Amount					
Equipment, Vehicles, Furnishings	\$0	\$0	\$0	\$0	\$115,000
AMOUNT	\$0	\$0	\$0	\$0	\$115,000

Funding Sources

Line Item Description	FY2025	FY2026	FY2027	FY2028	FY2029
Amount					
General Fund	\$0	\$0	\$0	\$0	\$115,000
AMOUNT	\$0	\$0	\$0	\$0	\$115,000



FY 2025 - 2029 Capital Improvement Plan

FM 29016502 - Ford F-350 Crew Truck

Department: Public Works - Fleet Maintenance
Contact: Public Works Director
Category: Vehicles

Useful Life: 10 Years
Priority: 5
Strategic Plan Area: Innovative and High Performing Organization

Description

This budget request is for the purchase of a new vehicle to replace the 2018 Ford F-350 4X4.

Justification

The 2018 Ford F-350 has cost the Town over \$10,042 in repairs and maintenance over the past 9 years and is past its useful life cycle. The Town is requesting the allocation of \$125,000 for the purchase of a vehicle for the Public Works Department.

Expenditures

Line Item Description	FY2025	FY2026	FY2027	FY2028	FY2029
Amount					
Equipment, Vehicles, Furnishings	\$0	\$0	\$0	\$0	\$125,000
AMOUNT	\$0	\$0	\$0	\$0	\$125,000

Funding Sources

Line Item Description	FY2025	FY2026	FY2027	FY2028	FY2029
Amount					
General Fund	\$0	\$0	\$0	\$0	\$125,000
AMOUNT	\$0	\$0	\$0	\$0	\$125,000



FY 2025 - 2029 Capital Improvement Plan

FM 29016503 - Asphalt Patch Trailer

Department: Public Works - Fleet Management

Contact: Public Works Director

Category: Equipment

Useful Life: 15 Years

Priority: 5

Strategic Plan Area: Innovative and High Performing Organization

Description

This budget request is for the purchase of a new asphalt patch trailer.

Justification

The Town is requesting the purchase of a new asphalt patch trailer for Public Works. The purchase of this new fleet item would assist the Public Works and Utilities Departments in providing minor repairs of asphalt thus saving the Town from paying contractors to perform the work.

Expenditures

Line Item Description	FY2025	FY2026	FY2027	FY2028	FY2029
Amount					
Equipment, Vehicles, Furnishings	\$0	\$0	\$0	\$0	\$115,000
AMOUNT	\$0	\$0	\$0	\$0	\$115,000

Funding Sources

Line Item Description	FY2025	FY2026	FY2027	FY2028	FY2029
Amount					
General Fund	\$0	\$0	\$0	\$0	\$115,000
AMOUNT	\$0	\$0	\$0	\$0	\$115,000

SPECIAL REVENUE FUNDS



FY 2025 - 2029 Capital Improvement Plan

Open Space Acquisitions - Land

Department: Open Space Acquisitions
Category: Land

Priority: 1
Strategic Plan Area: Safe and Vibrant Community

Description

This is a placeholder for acquisition of open space land as it become available.

Expenditures

Open Space Acquisition Land

Line Item Description	FY2025	FY2026	FY2027	FY2028	FY2029
Amount					
Potential Land Acquisition	\$1,554,695	\$0	\$0	\$0	\$0
AMOUNT	\$1,554,695	\$0	\$0	\$0	\$0

Funding Sources

Open Space Acquisition Fund Land

Object Code	FY2024	FY2025	FY2026	FY2027	FY2028	FY2029
Amount						
Potential Land Acquisition	\$0	\$1,554,695	\$0	\$0	\$0	\$0
AMOUNT	\$0	\$1,554,695	\$0	\$0	\$0	\$0

ENTERPRISE FUNDS



FY 2025-2029 Capital Improvement Plan

Enterprise Fund Projects & Funding Sources

WASTEWATER

Proposal Name	Line Item Description	Period Year	Amount	New Level	Department Category
WW 23402101 - Manhole Rehabilitation Program			\$500,000		
	Wastewater Fund	2028	\$100,000	WASTEWATER	WASTEWATER
	Wastewater Fund	2027	\$100,000	WASTEWATER	WASTEWATER
	Wastewater Fund	2026	\$100,000	WASTEWATER	WASTEWATER
	Wastewater Fund	2025	\$100,000	WASTEWATER	WASTEWATER
	Wastewater Fund	2029	\$100,000	WASTEWATER	WASTEWATER
WW 23402102 - Collection System Repairs			\$1,150,000		
	Wastewater Fund	2028	\$200,000	WASTEWATER	WASTEWATER
	Wastewater Fund	2027	\$200,000	WASTEWATER	WASTEWATER
	Wastewater Fund	2026	\$200,000	WASTEWATER	WASTEWATER
	Wastewater Fund	2025	\$350,000	WASTEWATER	WASTEWATER
	Wastewater Fund	2029	\$200,000	WASTEWATER	WASTEWATER
WW 25402101 - Recharge Plan for WWTP Effluent			\$275,000		
	Wastewater Fund	2025	\$275,000	WASTEWATER	WASTEWATER
WW 25402102 - WWTP Assessment and Improvements			\$250,000		
	Wastewater Fund	2028	\$50,000	WASTEWATER	WASTEWATER
	Wastewater Fund	2027	\$50,000	WASTEWATER	WASTEWATER
	Wastewater Fund	2026	\$50,000	WASTEWATER	WASTEWATER
	Wastewater Fund	2025	\$50,000	WASTEWATER	WASTEWATER
	Wastewater Fund	2029	\$50,000	WASTEWATER	WASTEWATER
WW 25402103 - Retrofit Existing Neighborhoods with Sewer Lines			\$500,000		
	Wastewater Fund	2028	\$100,000	WASTEWATER	WASTEWATER
	Wastewater Fund	2027	\$100,000	WASTEWATER	WASTEWATER
	Wastewater Fund	2026	\$100,000	WASTEWATER	WASTEWATER
	Wastewater Fund	2025	\$100,000	WASTEWATER	WASTEWATER
	Wastewater Fund	2029	\$100,000	WASTEWATER	WASTEWATER
WW 25402104 - Chuparosa Lift Station Repairs			\$150,000		
	Wastewater Fund	2025	\$150,000	WASTEWATER	WASTEWATER
WW 25402105 - New Water Ranch Office - WW			\$300,000		
	Wastewater Fund	2025	\$300,000	WASTEWATER	WASTEWATER
WW 26402101 - Inspect Dry Sewer Areas			\$100,000		
	Wastewater Fund	2026	\$100,000	WASTEWATER	WASTEWATER
WW 26402102 - Reroute Stagecoach Lift Station Flows			\$375,000		
	Wastewater Fund	2026	\$375,000	WASTEWATER	WASTEWATER
WW 26402103 - Chuparosa Lift Station Force Main Repairs			\$275,000		
	Wastewater Fund	2026	\$275,000	WASTEWATER	WASTEWATER

Proposal Name	Line Item Description	Period Year	Amount	New Level	Department Category
WW 27402101 - Rancho Mañana Lift Station Replacement			\$2,525,000		
	Wastewater Fund	2027	\$225,000	WASTEWATER	WASTEWATER
	Wastewater Fund	2026	\$50,000	WASTEWATER	WASTEWATER
	Wastewater Fund	2028	\$2,250,000	WASTEWATER	WASTEWATER
WW 27402102 - Collection System Evaluation			\$75,000		
	Wastewater Fund	2027	\$75,000	WASTEWATER	WASTEWATER
WW 27402103 - Vehicle Replacement WW Service Truck			\$75,000		
	Wastewater Fund	2027	\$75,000	WASTEWATER	WASTEWATER
WW 28402101 - Integrated Utility Master Plan			\$50,000		
	Wastewater Fund	2028	\$50,000	WASTEWATER	WASTEWATER
			\$6,600,000		

CAVE CREEK WATER

Proposal Name	Line Item Description	Period Year	Amount	New Level	Department Category
CC 23505001 - Phoenix Water Interconnect			\$17,644,330		
	WIFA Bonding	2025	\$7,887,787	CAVE CREEK WATER	CAVE CREEK WATER
	Water Infrastructure Fund	2025	\$3,807,748	CAVE CREEK WATER	CAVE CREEK WATER
	WIFA Bonding	2026	\$3,664,294	CAVE CREEK WATER	CAVE CREEK WATER
	Water Infrastructure Fund	2026	\$284,501	CAVE CREEK WATER	CAVE CREEK WATER
	CDS Grant	2025	\$2,000,000	CAVE CREEK WATER	CAVE CREEK WATER
CC 23505002 - Cave Creek Water Meter Replacement			\$550,000		
	Grants - WaterSmart	2025	\$250,000	CAVE CREEK WATER	CAVE CREEK WATER
	Cave Creek Water Fund	2025	\$300,000	CAVE CREEK WATER	CAVE CREEK WATER
CC 24505004 - WTP Treatment Upgrade			\$400,000		
	Cave Creek Water Fund	2025	\$400,000	CAVE CREEK WATER	CAVE CREEK WATER
CC 25505001 - Water Vehicle Replacement Program			\$400,000		
	Cave Creek Water Fund	2028	\$80,000	CAVE CREEK WATER	CAVE CREEK WATER
	Cave Creek Water Fund	2027	\$110,000	CAVE CREEK WATER	CAVE CREEK WATER
	Cave Creek Water Fund	2025	\$70,000	CAVE CREEK WATER	CAVE CREEK WATER
	Cave Creek Water Fund	2029	\$140,000	CAVE CREEK WATER	CAVE CREEK WATER
CC 25505002 - Purchase of 2nd Vactor Trailer			\$140,000		
	Cave Creek Water Fund	2025	\$140,000	CAVE CREEK WATER	CAVE CREEK WATER
CC 25505003 - 38th Street Booster Replacement			\$225,000		
	Cave Creek Water Fund	2025	\$225,000	CAVE CREEK WATER	CAVE CREEK WATER
CC 25505004 - Pressure Zone 9 Fire Booster			\$250,000		
	Cave Creek Water Fund	2025	\$250,000	CAVE CREEK WATER	CAVE CREEK WATER
CC 25505005 - CAP Booster Station Repairs and Upgrades			\$750,000		
	Cave Creek Water Fund	2026	\$250,000	CAVE CREEK WATER	CAVE CREEK WATER
	Cave Creek Water Fund	2025	\$250,000	CAVE CREEK WATER	CAVE CREEK WATER
	Cave Creek Water Fund	2027	\$250,000	CAVE CREEK WATER	CAVE CREEK WATER
CC 25505006 - Rehab 6" Waterline Across Cave Creek Wash			\$250,000		
	Cave Creek Water Fund	2025	\$250,000	CAVE CREEK WATER	CAVE CREEK WATER
CC 25505007 - Waterline Looping and Replacement Program			\$750,000		
	Cave Creek Water Fund	2028	\$150,000	CAVE CREEK WATER	CAVE CREEK WATER
	Cave Creek Water Fund	2027	\$150,000	CAVE CREEK WATER	CAVE CREEK WATER
	Cave Creek Water Fund	2026	\$150,000	CAVE CREEK WATER	CAVE CREEK WATER
	Cave Creek Water Fund	2025	\$150,000	CAVE CREEK WATER	CAVE CREEK WATER
	Cave Creek Water Fund	2029	\$150,000	CAVE CREEK WATER	CAVE CREEK WATER
CC 25505008 - New Water Ranch Office - Water			\$300,000		
	Cave Creek Water Fund	2025	\$300,000	CAVE CREEK WATER	CAVE CREEK WATER
CC 26505001 - Rockaway Reservoir Aeration System			\$440,000		
	Cave Creek Water Fund	2026	\$440,000	CAVE CREEK WATER	CAVE CREEK WATER

Proposal Name	Line Item Description	Period Year	Amount	New Level	Department Category
CC 26505002 - New Neary Booster Pumps			\$250,000		
	Cave Creek Water Fund	2026	\$250,000	CAVE CREEK WATER	CAVE CREEK WATER
CC 26505003 - New Westside 12" Waterline			\$3,550,000		
	Cave Creek Water Fund	2028	\$1,600,000	CAVE CREEK WATER	CAVE CREEK WATER
	Cave Creek Water Fund	2027	\$250,000	CAVE CREEK WATER	CAVE CREEK WATER
	Cave Creek Water Fund	2026	\$100,000	CAVE CREEK WATER	CAVE CREEK WATER
	Cave Creek Water Fund	2029	\$1,600,000	CAVE CREEK WATER	CAVE CREEK WATER
CC 27505001 - Rehab 8" Waterline Across Cave Creek Wash			\$600,000		
	Cave Creek Water Fund	2027	\$600,000	CAVE CREEK WATER	CAVE CREEK WATER
CC 28505001 - Integrated Utility Master Plan			\$150,000		
	Cave Creek Water Fund	2028	\$150,000	CAVE CREEK WATER	CAVE CREEK WATER
FM 28016503 - Backhoe			\$87,500		
	Cave Creek Water Fund	2028	\$87,500	CAVE CREEK WATER	CAVE CREEK WATER
			\$26,736,830		

DESERT HILLS WATER

Proposal Name	Line Item Description	Period Year	Amount	New Level	Department Category
DH 23555001 - Annual Pipeline Improvement Program			\$750,000		
	Desert Hills Water Fund	2028	\$150,000	DESERT HILLS WATER	DESERT HILLS WATER
	Desert Hills Water Fund	2027	\$150,000	DESERT HILLS WATER	DESERT HILLS WATER
	Desert Hills Water Fund	2026	\$150,000	DESERT HILLS WATER	DESERT HILLS WATER
	Desert Hills Water Fund	2025	\$150,000	DESERT HILLS WATER	DESERT HILLS WATER
	Desert Hills Water Fund	2029	\$150,000	DESERT HILLS WATER	DESERT HILLS WATER
DH 24555001 - Steel Storage Tank Reconditioning			\$1,500,000		
	Desert Hills Water Fund	2027	\$300,000	DESERT HILLS WATER	DESERT HILLS WATER
	Desert Hills Water Fund	2026	\$400,000	DESERT HILLS WATER	DESERT HILLS WATER
	Desert Hills Water Fund	2025	\$350,000	DESERT HILLS WATER	DESERT HILLS WATER
	Desert Hills Water Fund	2028	\$450,000	DESERT HILLS WATER	DESERT HILLS WATER
DH 25555001 - Water Meter Replacement Program			\$600,000		
	Desert Hills Water Fund	2028	\$150,000	DESERT HILLS WATER	DESERT HILLS WATER
	Desert Hills Water Fund	2027	\$150,000	DESERT HILLS WATER	DESERT HILLS WATER
	Desert Hills Water Fund	2026	\$150,000	DESERT HILLS WATER	DESERT HILLS WATER
	Desert Hills Water Fund	2025	\$50,000	DESERT HILLS WATER	DESERT HILLS WATER
	Desert Hills Water Fund	2029	\$100,000	DESERT HILLS WATER	DESERT HILLS WATER
DH 25555002 - Service Line Replacement Program			\$525,000		
	Desert Hills Water Fund	2028	\$150,000	DESERT HILLS WATER	DESERT HILLS WATER
	Desert Hills Water Fund	2027	\$75,000	DESERT HILLS WATER	DESERT HILLS WATER
	Desert Hills Water Fund	2026	\$75,000	DESERT HILLS WATER	DESERT HILLS WATER
	Desert Hills Water Fund	2025	\$75,000	DESERT HILLS WATER	DESERT HILLS WATER
	Desert Hills Water Fund	2029	\$150,000	DESERT HILLS WATER	DESERT HILLS WATER
DH 25555003 - Well Head Arsenic Treatment			\$1,650,000		
	Desert Hills Water Fund	2026	\$375,000	DESERT HILLS WATER	DESERT HILLS WATER
	Desert Hills Water Fund	2025	\$150,000	DESERT HILLS WATER	DESERT HILLS WATER
	Grants	2026	\$1,125,000	ENTERPRISE	ENTERPRISE
DH 25555004 - Purchase of NIA Water Allocation			\$315,424		
	Desert Hills Water Fund	2025	\$157,712	DESERT HILLS WATER	DESERT HILLS WATER
	Desert Hills Water Fund	2026	\$157,712	DESERT HILLS WATER	DESERT HILLS WATER
DH 26555001 - 7th Street Booster Improvements			\$130,000		
	Desert Hills Water Fund	2026	\$130,000	DESERT HILLS WATER	DESERT HILLS WATER
DH 28555001 - Integrated Utility Master Plan			\$50,000		
	Desert Hills Water Fund	2028	\$50,000	DESERT HILLS WATER	DESERT HILLS WATER
			\$5,520,424		

WASTEWATER TREATMENT





FY 2025 - 2029 Capital Improvement Plan

WW 23402101 - Manhole Rehabilitation Program

Department: Wastewater
Contact: Utilities Director
Category: Equipment

Useful Life: 25 Years
Priority: 1
Strategic Plan Area: Infrastructure

Description

The 2023 collection system assessment identified the need to repair or rebuilt numerous manholes throughout the wastewater system. The manhole rehabilitation program will fund the repair of identified deterioration. Work could include lining the interior of damaged manholes with an epoxy-type coating that protects the concrete interior against corrosive gas. Manhole bases may require rebuilding to correct flow issues. If the deterioration is severe enough, the manholes may require replacement.

Justification

If the damage to manholes is not addressed, the wastewater collection system will become increasing vulnerable to blockages, overflows, or failure.

Expenditures

Itemization Description	FY2025	FY2026	FY2027	FY2028	FY2029
Amount					
Construction & Maintenance	\$100,000	\$100,000	\$100,000	\$100,000	\$100,000
AMOUNT	\$100,000	\$100,000	\$100,000	\$100,000	\$100,000

Funding Sources

Line Item Description	FY2025	FY2026	FY2027	FY2028	FY2029
Amount					
Wastewater Fund	\$100,000	\$100,000	\$100,000	\$100,000	\$100,000
AMOUNT	\$100,000	\$100,000	\$100,000	\$100,000	\$100,000



FY 2025 - 2029 Capital Improvement Plan

WW 23402102 - Collection System Repairs

Department: Wastewater
Contact: Utilities Director
Category: Improvements

Useful Life: 20 Years
Priority: 1
Strategic Plan Area: Infrastructure

Description

The 2023 collection system assessment identified the need to repair or replace numerous lines throughout the wastewater system. This project will fund repairs to the Town's wastewater collections system. The deficiencies include broken and misaligned sections of pipe. There are also a number of locations where Ductile Iron pipe was installed, and the interior coating of the pipes is failing. The FY25 funds will be used to repair a section of 12-inch sewer on Rancho Manana Boulevard, which will require replacing a drainage headwall.

Justification

If the damage to the wastewater lines is not addressed, the wastewater collection system will become increasingly vulnerable to blockages, overflows, or failure.

Expenditures

Line Item Description	FY2025	FY2026	FY2027	FY2028	FY2029
Amount					
Construction & Maintenance	\$350,000	\$200,000	\$200,000	\$200,000	\$200,000
AMOUNT	\$350,000	\$200,000	\$200,000	\$200,000	\$200,000

Funding Sources

Line Item Description	FY2025	FY2026	FY2027	FY2028	FY2029
Amount					
Wastewater Fund	\$350,000	\$200,000	\$200,000	\$200,000	\$200,000
AMOUNT	\$350,000	\$200,000	\$200,000	\$200,000	\$200,000



FY 2025 - 2029 Capital Improvement Plan

WW 25402101 - Recharge Plan for WWTP Effluent

Department: Wastewater
Contact: Utilities Director
Category: Improvements

Useful Life: 10 Years
Priority: 1
Strategic Plan Area: Infrastructure

Description

Currently, all effluent generated at the wastewater treatment plant is sent to the Rancho Manana golf course for irrigation use. At certain times of the year, the golf course is unable to use all the water delivered, which leads to water overflowing their irrigation lakes. The overflow water provides no beneficial use to the Town and a loss of revenue as we can't charge for it. In FY24, a report identified potential recharge options near the Water Ranch. However, due to the North-South flow of groundwater in the area, it will be difficult for the Town to recover the stored water. A better option for the Town is to consider an exchange of effluent water with Phoenix via their existing reuse water system. This project will develop a conceptual design to make a connection from the Water Ranch to the Phoenix reuse system.

Justification

The Town loses both revenue and water resources when the Rancho Manana golf course is unable to use all of the effluent delivered by the Town.

Expenditures

Line Item Description	FY2025	FY2026	FY2027	FY2028	FY2029
Amount					
Planning & Design	\$275,000	\$0	\$0	\$0	\$0
AMOUNT	\$275,000	\$0	\$0	\$0	\$0

Funding Sources

Line Item Description	FY2025	FY2026	FY2027	FY2028	FY2029
Amount					
Wastewater Fund	\$275,000	\$0	\$0	\$0	\$0
AMOUNT	\$275,000	\$0	\$0	\$0	\$0



FY 2025 - 2029 Capital Improvement Plan

WW 25402102 - WWTP Assessment and Improvements

Department: Wastewater
Contact: Utilities Director
Category: Improvements

Useful Life: 25 Years
Priority: 2
Strategic Plan Area: Infrastructure

Description

This project will fund an evaluation of the condition and capacity of the individual components in the Wastewater Treatment Plant. A report will recommend necessary repairs, ways to optimize the treatment process and future improvements or upgrades to the facility to ensure it can remain in compliance with regulatory requirements. Funding is also being put into the 5-year CIP to allow the identified improvement and upgrades to be completed.

Justification

Evaluating the treatment plant component and systems will ensure compliance with current and future regulations. This will help identify any required upgrades to the Wastewater Treatment Plant process along with where operational improvements can be made.

Expenditures

Line Item Description	FY2025	FY2026	FY2027	FY2028	FY2029
Amount					
Planning & Design	\$50,000	\$50,000	\$50,000	\$50,000	\$50,000
AMOUNT	\$50,000	\$50,000	\$50,000	\$50,000	\$50,000

Funding Sources

Line Item Description	FY2025	FY2026	FY2027	FY2028	FY2029
Amount					
Wastewater Fund	\$50,000	\$50,000	\$50,000	\$50,000	\$50,000
AMOUNT	\$50,000	\$50,000	\$50,000	\$50,000	\$50,000



FY 2025 - 2029 Capital Improvement Plan

WW 25402103 - Retrofit Existing Neighborhoods with Sewer Lines

Department: Wastewater
Contact: Utilities Director
Category: Improvements

Useful Life: 25 Years
Priority: 3
Strategic Plan Area: Infrastructure

Description

The Town has several existing neighborhoods that are located adjacent to existing wastewater collection lines. The largest area is located East of Cave Creek Road between Skyline and Carriage Drives. This project will provide funding to allow the Town to construct new wastewater lines into these areas, which will allow homes to be converted from septic systems. Staff will annually evaluate which lines to construct and present the recommendations to Council before proceeding with individual projects.

Justification

Extending the Town’s gravity sewer collection system will allow residents to connect to the sewer line if their septic system experience problems. This will increase the flows to the Wastewater Treatment Plant and lower operating costs.

Expenditures

Line Item Description	FY2025	FY2026	FY2027	FY2028	FY2029
Amount					
Construction & Maintenance	\$100,000	\$100,000	\$100,000	\$100,000	\$100,000
AMOUNT	\$100,000	\$100,000	\$100,000	\$100,000	\$100,000

Funding Sources

Line Item Description	FY2025	FY2026	FY2027	FY2028	FY2029
Amount					
Wastewater Fund	\$100,000	\$100,000	\$100,000	\$100,000	\$100,000
AMOUNT	\$100,000	\$100,000	\$100,000	\$100,000	\$100,000



FY 2025 - 2029 Capital Improvement Plan

WW 25402104 - Chuparosa Lift Station Repairs

Department: Wastewater
Contact: Utilities Director
Category: Improvements

Useful Life: 25 Years
Priority: 1
Strategic Plan Area: Infrastructure

Description

The Chuparosa Lift Station was originally constructed in 1987 to serve 74 lots within the Rancho Manana development. Due to its age, the wet well needs to have a new epoxy coating installed to protect the concrete surfaces. The project would also construct a new bypass pump connection and install a new flow meter at the site.

Justification

If the damage to the lift station wet well coating is not addressed, the Chuparosa Lift Station will become increasingly vulnerable to failure and/or sewer overflows. The new bypass pump connection would allow staff to use a trailer mounted pump to keep the site functional in an emergency. The new flow meter would allow staff to monitor the performance of the pumps at the site.

Expenditures

Itemization Description	FY2025	FY2026	FY2027	FY2028	FY2029
Amount					
Planning & Design	\$25,000	\$0	\$0	\$0	\$0
Construction & Maintenance	\$125,000	\$0	\$0	\$0	\$0
AMOUNT	\$150,000	\$0	\$0	\$0	\$0

Funding Sources

Line Item Description	FY2025	FY2026	FY2027	FY2028	FY2029
Amount					
Wastewater Fund	\$150,000	\$0	\$0	\$0	\$0
AMOUNT	\$150,000	\$0	\$0	\$0	\$0



FY 2025 - 2029 Capital Improvement Plan

WW 25402105 - New Water Ranch Office - WW

Department: Wastewater
Contact: Utilites Director
Category: Improvements

Useful Life: 15 Years
Priority: 1
Strategic Plan Area: Innovative and High Performing Organization

Description

The Town entered a lease with the Foothills Foodbank to allow them to construct a new building on the Water Ranch parcel, located at 44th Street and Carefree Highway. As part of the land lease, the Foodbank will build a 3,000 square foot area in the building for the Town to use. This new building will allow Town staff to relocate from the existing double-wide trailer at the Water Ranch. This project will provide a portion of the funding needed to complete the construction of the space and to purchase and install the furniture and equipment needed for the new building space.

Justification

Currently the Public Works, Water Distribution and Wastewater Treatment Plant staff are all housed in a single double-wide trailer at the Water Ranch. The building has only one bathroom and does not contain meeting/training areas or offices for the supervisors. The new building will better accommodate the current and future staffing needs for the Town. It will provide new bathroom and locker areas, space for a dedicated training/meeting area and allow the wastewater treatment lab to be housed in a room separated from the staff workspace. The existing double-wide trailer can still be used as a secure parts storage and workshop area for staff.

Expenditures

Itemization Description	FY2025	FY2026	FY2027	FY2028	FY2029
Amount					
Equipment, Vehicles, Furnishings	\$75,000	\$0	\$0	\$0	\$0
Construction & Maintenance	\$225,000	\$0	\$0	\$0	\$0
AMOUNT	\$300,000	\$0	\$0	\$0	\$0

Funding Sources

Line Item Description	FY2025	FY2026	FY2027	FY2028	FY2029
Amount					
Wastewater Fund	\$300,000	\$0	\$0	\$0	\$0
AMOUNT	\$300,000	\$0	\$0	\$0	\$0



FY 2025 - 2029 Capital Improvement Plan

WW 26402101 - Inspect Dry Sewer Areas

Department: Wastewater
Contact: Utilities Director
Category: Improvements

Useful Life: 25 Years
Priority: 2
Strategic Plan Area: Infrastructure

Description

This project will fund the inspection and evaluation of the dry gravity sewer line constructed in the Estado de Cholla and Canyon Ridge Estates subdivisions. These subdivisions were originally planned to be connected to the wastewater collection system. The project will help determine the condition of the sewer lines installed between 2000 and 2005, to determine if any repairs are required before lines can be tied into the Town's Wastewater Treatment Plant. Funding to construct the improvements needed to convey the flows to the Town's WWTP is outside the current 5-year capital program.

Justification

The Estado de Cholla and Canyon Ridge Estates subdivisions were originally planned to be connected to the wastewater collection system. Converting these lots from septic systems to the Town's collection systems would add additional flows to the treatment plant, allowing it to run more efficiently. Adding the new wastewater accounts would also help fund the wastewater system operating costs.

Expenditures

Line Item Description	FY2025	FY2026	FY2027	FY2028	FY2029
Amount					
Professional Services	\$0	\$100,000	\$0	\$0	\$0
AMOUNT	\$0	\$100,000	\$0	\$0	\$0

Funding Sources

Line Item Description	FY2025	FY2026	FY2027	FY2028	FY2029
Amount					
Wastewater Fund	\$0	\$100,000	\$0	\$0	\$0
AMOUNT	\$0	\$100,000	\$0	\$0	\$0



FY 2025 - 2029 Capital Improvement Plan

WW 26402102 - Reroute Stagecoach Lift Station Flows

Department: Wastewater
Contact: Utilities Director
Category: Improvements

Useful Life: 20 Years
Priority: 1
Strategic Plan Area: Infrastructure

Description

The Stagecoach Lift Station currently pumps sewage North to the Rancho Manana Lift Station, which then in turn pumps the flows South to the Carefree Highway and Cave Creek Road intersection. This project will be routing the Stagecoach Lift Station discharge to tie directly into the existing 8-inch force main in Cave Creek Road, eliminating the double pumping of the flows. A second benefit would be a reduction in the flows being sent to the Rancho Manana Lift Station.

Justification

Once completed, the project would lower the electrical and other operating costs by having to double-pump the sewer flows. This project will also allow the Rancho Manana Lift Station to operate more efficiently and reduce the potential for overflows.

Expenditures

Itemization Description	FY2025	FY2026	FY2027	FY2028	FY2029
Amount					
Planning & Design	\$0	\$75,000	\$0	\$0	\$0
Construction & Maintenance	\$0	\$300,000	\$0	\$0	\$0
AMOUNT	\$0	\$375,000	\$0	\$0	\$0

Funding Sources

Line Item Description	FY2025	FY2026	FY2027	FY2028	FY2029
Amount					
Wastewater Fund	\$0	\$375,000	\$0	\$0	\$0
AMOUNT	\$0	\$375,000	\$0	\$0	\$0



FY 2025 - 2029 Capital Improvement Plan

WW 26402103 - Chuparosa Lift Station Force Main Repairs

Department: Wastewater
Contact: Utilities Director
Category: Improvements

Useful Life: 25 Years
Priority: 1
Strategic Plan Area: Infrastructure

Description

The Chuparosa Lift Station was originally constructed in 1987 to serve 74 lots within the Rancho Manana development. The project will fund and evaluate the entire 1,500-feet of the force main to determine what repairs are required. The project will also replace the section of the force main that is currently exposed in the Andorra Hills Wash crossing.

Justification

This project will ensure the continued safe operation of the Town’s wastewater collection system.

Expenditures

Itemization Description	FY2025	FY2026	FY2027	FY2028	FY2029
Amount					
Professional Services	\$0	\$25,000	\$0	\$0	\$0
Construction & Maintenance	\$0	\$200,000	\$0	\$0	\$0
Planning & Design	\$0	\$50,000	\$0	\$0	\$0
AMOUNT	\$0	\$275,000	\$0	\$0	\$0

Funding Sources

Line Item Description	FY2025	FY2026	FY2027	FY2028	FY2029
Amount					
Wastewater Fund	\$0	\$275,000	\$0	\$0	\$0
AMOUNT	\$0	\$275,000	\$0	\$0	\$0



FY 2025 - 2029 Capital Improvement Plan

WW 27402101 - Rancho Mañana Lift Station Replacement

Department: Wastewater
Contact: Utilities Director
Category: Improvements

Useful Life: 20 Years
Priority: 1
Strategic Plan Area: Infrastructure

Description

This project will fund the design and construction to replace the current Rancho Manana Lift Station. The site currently pumps over 90% of all wastewater treated at the Wastewater Reclamation Facility. The improvements will consist of a larger wet well, screening equipment and odor control equipment. The scope will also include relocating the connection of the Chuparosa Lift Station force main, which currently discharges directly into the Rancho Manana wet well.

Justification

The current site is undersized and has experienced numerous overflows. This project will ensure the continued safe operation of the Town's wastewater collection system.

Expenditures

Itemization Description	FY2025	FY2026	FY2027	FY2028	FY2029
Amount					
Planning & Design	\$0	\$50,000	\$225,000	\$0	\$0
Construction & Maintenance	\$0	\$0	\$0	\$2,250,000	\$0
AMOUNT	\$0	\$50,000	\$225,000	\$2,250,000	\$0

Funding Sources

Line Item Description	FY2025	FY2026	FY2027	FY2028	FY2029
Amount					
Wastewater Fund	\$0	\$50,000	\$225,000	\$2,250,000	\$0
AMOUNT	\$0	\$50,000	\$225,000	\$2,250,000	\$0



FY 2025 - 2029 Capital Improvement Plan

WW 27402102 - Collection System Evaluation

Department: Wastewater
Contact: Utilities Director
Category: Improvement

Useful Life: 25 Years
Priority: 2
Strategic Plan Area: Infrastructure

Description

This project will fund a consultant to update the 2022 assessment report of the Town's collections system. Any CCTV data or inspection reports will be complied, and new repair recommendations will be prioritized.

Justification

If damages to the wastewater collection system is not properly identified and repaired, the system will become increasing vulnerable to failure.

Expenditures

Line Item Description	FY2025	FY2026	FY2027	FY2028	FY2029
Amount					
Professional Services	\$0	\$0	\$75,000	\$0	\$0
AMOUNT	\$0	\$0	\$75,000	\$0	\$0

Funding Sources

Line Item Description	FY2025	FY2026	FY2027	FY2028	FY2029
Amount					
Wastewater Fund	\$0	\$0	\$75,000	\$0	\$0
AMOUNT	\$0	\$0	\$75,000	\$0	\$0



FY 2025 - 2029 Capital Improvement Plan

WW 27402103 - Vehicle Replacement WW Service Truck

Department: Wastewater
Contact: Utilities Director
Category: Vehicles

Useful Life: 10 Years
Priority: 2
Strategic Plan Area: Innovative and High Performing Organization

Description

This funding will replace an existing 2019 single-cab pickup truck used by the Wastewater Treatment Plant and Collections staff with a new service body vehicle. The vehicle is used to get parts and equipment. The vehicle is also used to complete inspections and repairs of the Town's lift stations and maintain the collection system.

Justification

The Town's vehicle replacement program considers the mileage, age, condition and ongoing repair costs in evaluating when to replace a vehicle. By FY 2027, the existing 2019 single-cab pickup truck used by the Wastewater Treatment Plant and Collections staff will meet the criteria to need replacement. Due to how the vehicle is used, it would be best to replace the standard pick-up with a service body truck, which can carry the tools and parts necessary to maintain the collection system and lift stations.

Expenditures

Line Item Description	FY2025	FY2026	FY2027	FY2028	FY2029
Amount					
Equipment, Vehicles, Furnishings	\$0	\$0	\$75,000	\$0	\$0
AMOUNT	\$0	\$0	\$75,000	\$0	\$0

Funding Sources

Line Item Description	FY2025	FY2026	FY2027	FY2028	FY2029
Amount					
Wastewater Fund	\$0	\$0	\$75,000	\$0	\$0
AMOUNT	\$0	\$0	\$75,000	\$0	\$0



FY 2025 - 2029 Capital Improvement Plan

WW 28402101 - Integrated Utility Master Plan

Department: Wastewater
Contact: Utilities Director
Category: Improvements

Useful Life: 20 Years
Priority: 1
Strategic Plan Area: Infrastructure

Description

This project will update the FY 2024 Utility Master Plan. The update will address both the Town's water and wastewater systems. Once completed, the master plan will help identify areas that staff need to focus on to improve the systems. The funding will be split between the three (3) Utility Enterprise Funds.

Justification

The Town's Utility Master Plans should be updated on a five years schedule. This keeps the plans from become outdated, which would make it harder for staff to make good planning decisions for improvements projects or development proposals.

Expenditures

Line Item Description	FY2025	FY2026	FY2027	FY2028	FY2029
Amount					
Professional Services	\$0	\$0	\$0	\$50,000	\$0
AMOUNT	\$0	\$0	\$0	\$50,000	\$0

Funding Sources

Line Item Description	FY2025	FY2026	FY2027	FY2028	FY2029
Amount					
Wastewater Fund	\$0	\$0	\$0	\$50,000	\$0
AMOUNT	\$0	\$0	\$0	\$50,000	\$0

CAVE CREEK WATER





FY 2025 - 2029 Capital Improvement Plan

CC 23505001 - Phoenix Water Interconnect

Department: Cave Creek Water
Contact: Utilities Director
Category: Improvements

Useful Life: 20 Years
Priority: 1
Strategic Plan Area: Infrastructure

Description

The Town has an agreement with the City of Phoenix to treat and deliver a portion of the Town's CAP water supply. By the start of 2026, Phoenix will be able to deliver up to 1,000 gallons per minute (1.44 MGD) to the Town. In FY 2020, the Town completed a study to analyze the interconnect and purchase a site. In FY 2021, funding was used to start the design of the interconnect. Construction will occur in FY 2024 to FY 2026 to match the completion of the Phoenix distribution system improvements. The project will also include relocating the existing CAP 4 underground booster vault to the new site. The new interconnect site can be operated by the existing staff members, with no FTE increase required. The cost of operating the site will be largely offset by the reduction in the costs of delivering and treating water at the Town's Water Treatment Plant.

Justification

This project will improve the reliability of the Town's water supply project by creating a second way to treat and deliver the Town's CAP water supplies. The project will also replace one of the four CAP booster sites on the Town's raw water pipeline. If not approved, the Town's water supply will continue to be vulnerable to interruptions in service if either the Water Treatment Plant or CAP pipeline has an outage.

Expenditures

Line Item Description	FY2025	FY2026	FY2027	FY2028	FY2029
Amount					
Construction & Maintenance	\$13,695,535	\$3,948,795	\$0	\$0	\$0
AMOUNT	\$13,695,535	\$3,948,795	\$0	\$0	\$0

Funding Sources

Line Item Description	FY2025	FY2026	FY2027	FY2028	FY2029
Amount					
Water Infrastructure Fund	\$3,807,748	\$284,501	\$0	\$0	\$0
CDS Grant	\$2,000,000	\$0	\$0	\$0	\$0
WIFA Bonding	\$7,887,787	\$3,664,294	\$0	\$0	\$0
AMOUNT	\$13,695,535	\$3,948,795	\$0	\$0	\$0



FY 2025 - 2029 Capital Improvement Plan

CC 23505002 - Cave Creek Water Meter Replacement

Department: Cave Creek Water
Contact: Utilities Director
Category: Improvements

Useful Life: 20 Years
Priority: 1
Strategic Plan Area: Infrastructure

Description

Currently, there are just over 2,400 meters in the Cave Creek water system. Many meters are over 20 years old and nearing the end of their useful lives. In FY2024 the Town received a Water Smart grant to cover just under half the cost of replacing the water meters. The project will also allow the Town to update the reading system to an Automatic Metering Infrastructure (AMI), which will provide near real time water use data to the Town and customers.

Justification

As the meters continue to age, the Town will be underbilling customers for their water use. This will have a negative impact on system revenues and water accounting. Also, staff spend a considerable amount of time each month manually reading Cave Creek meters or verifying meter data as the radio transmitters fail. New meters will more accurately measure customer water use. By upgrading to an AMI system, the Town and customers can quickly identify and correct leaks. The data can also help change water use patterns to lower overall water consumption.

Expenditures

Line Item Description	FY2025	FY2026	FY2027	FY2028	FY2029
Amount					
Construction & Maintenance	\$550,000	\$0	\$0	\$0	\$0
AMOUNT	\$550,000	\$0	\$0	\$0	\$0

Funding Sources

Line Item Description	FY2025	FY2026	FY2027	FY2028	FY2029
Amount					
Grants - WaterSmart	\$250,000	\$0	\$0	\$0	\$0
Cave Creek Water Fund	\$300,000	\$0	\$0	\$0	\$0
AMOUNT	\$550,000	\$0	\$0	\$0	\$0



FY 2025 - 2029 Capital Improvement Plan

CC 24505004 - WTP Treatment Upgrade

Department: Cave Creek Water
Contact: Utilities Director
Category: Improvements

Useful Life: 20 Years
Priority: 1
Strategic Plan Area: Infrastructure

Description

In 2020, the Town purchased two Pall filter units with a capacity of 2 MGD to address water treatment issues. The existing Trident filters were kept in operation and the permitted plant capacity was still 3 MGD. When the Pall units were permitted by the County, the Town was allowed to operate both treatment systems concurrently for a period of four years. At the end of four years (November 2024), the Town would have to convert to a single treatment process. An evaluation has already been completed to show that the Pall units are the best long-term treatment option. This project will fund the improvements necessary to allow the Pall filters to become a permanent part of the treatment process and for the Town to continue operating the Trident filters.

Justification

The plant operating permit with Maricopa County considers the Pall filters to be part of a temporary membrane integration project. Making the Pall filters a permanent part of the plant will allow the Town to produce the best quality water for our customers. Keeping the Trident filters will allow the plant capacity to remain at 3 MGD and provide a backup to the Pall filters.

Expenditures

Itemization Description	FY2025	FY2026	FY2027	FY2028	FY2029
Amount					
Planning & Design	\$50,000	\$0	\$0	\$0	\$0
Construction & Maintenance	\$350,000	\$0	\$0	\$0	\$0
AMOUNT	\$400,000	\$0	\$0	\$0	\$0

Funding Sources

Line Item Description	FY2025	FY2026	FY2027	FY2028	FY2029
Amount					
Cave Creek Water Fund	\$400,000	\$0	\$0	\$0	\$0
AMOUNT	\$400,000	\$0	\$0	\$0	\$0



FY 2025 - 2029 Capital Improvement Plan

CC 25505001 - Water Vehicle Replacement Program

Department: Cave Creek Water
Contact: Utilities Director
Category: Vehicles

Useful Life: 10 Years
Priority: 1
Strategic Plan Area: Innovative and High Performing Organization

Description

This funding will replace existing work trucks in the Cave Creek Water vehicle fleet. These vehicles are used to carry parts and equipment required to maintain the Town’s treatment plants, utility sites and distribution system.

FY 2025 – Replace existing 2008 Pickup used by the WTP. This vehicle will be upgraded to a service body truck and used by the distribution staff. Another pickup in the fleet will be assigned to the treatment plant.

FY 2027 – Replace existing 2018 Crane Truck

FY 2028 – Replace two existing 2019 ½-Ton Pickups

FY 2029 – Replace two existing 2021 Service Body Trucks

Justification

The Town’s vehicle replacement program considers the mileage, age, condition, and ongoing repair costs to evaluate when to replace a vehicle. This program provides funding to replace vehicles in the Utility fleet as they meet the criteria for replacement.

Expenditures

Line Item Description	FY2025	FY2026	FY2027	FY2028	FY2029
Amount					
Equipment, Vehicles, Furnishings	\$70,000	\$0	\$110,000	\$80,000	\$140,000
AMOUNT	\$70,000	\$0	\$110,000	\$80,000	\$140,000

Funding Sources

Line Item Description	FY2025	FY2026	FY2027	FY2028	FY2029
Amount					
Cave Creek Water Fund	\$70,000	\$0	\$110,000	\$80,000	\$140,000
AMOUNT	\$70,000	\$0	\$110,000	\$80,000	\$140,000



FY 2025 - 2029 Capital Improvement Plan

CC 25505002 - Purchase of 2nd Vactor Trailer

Department: Cave Creek Water
Contact: Utilities Director
Category: Equipment

Useful Life: 10 Years
Priority: 2
Strategic Plan Area: Innovative and High Performing Organization

Description

In FY 2022, the Town purchased a new vacuum excavation trailer. The unit allows staff to perform excavations in a more cost-effective and safe manner. It also allows staff to be more responsive in completing repairs, reducing impacts to customers and reducing water losses. The existing vacuum trailer has difficulty digging in the Town's rocky soil conditions. We are requesting to purchase a second higher capacity unit to better handle excavation in the Town's soil conditions. The existing unit will continue to be used as a backup and to help clean and maintain water meter and valve boxes.

Justification

The Town averages over 100 water leaks per year in our two distribution systems. Having a trailer mounted vacuum excavator allows staff to respond more quickly to expose the areas and complete the required repairs. With the unit, staff can safely excavate around other utilities like gas, fiberoptic and power lines, which are often located in common trenches with our waterlines. Utilizing contract hydro excavation trucks cost over \$1,400 per day to complete excavations. The trailer mounted vacuum excavator has allowed us to reduce these contracted costs and be more responsive. Having a second higher capacity unit will allow staff to be more efficient as well as have a backup unit to this critical piece of equipment.

Expenditures

Line Item Description	FY2025	FY2026	FY2027	FY2028	FY2029
Amount					
Equipment, Vehicles, Furnishings	\$140,000	\$0	\$0	\$0	\$0
AMOUNT	\$140,000	\$0	\$0	\$0	\$0

Funding Sources

Line Item Description	FY2025	FY2026	FY2027	FY2028	FY2029
Amount					
Cave Creek Water Fund	\$140,000	\$0	\$0	\$0	\$0
AMOUNT	\$140,000	\$0	\$0	\$0	\$0



FY 2025 - 2029 Capital Improvement Plan

CC 25505003 - 38th Street Booster Replacement

Department: Cave Creek Water
Contact: Utilities Director
Category: Improvements

Useful Life: 25 Years
Priority: 1
Strategic Plan Area: Infrastructure

Description

This project will upgrade the existing single pump booster station that supplies 21 homes on 38th Street, North of Cloud Road. The upgraded site will contain dual booster pumps designed to handle the current and future growth in the service area. The project scope will include design, construction, and construction administration. The existing site is located within the public right-of-way on 38th Street, so the purchase of new land is not required. The project will also look to install new distribution lines to allow five homes located at lower elevations to be directly supplied from the Cloud Road waterline. This will lower the pressures at these homes and remove some load from the booster station.

Justification

The existing 38th Street Booster site was built in 2007 to help provide water to homes located at higher elevations on 38th Street, North of Cloud Road. The existing site only contains a single booster pump. This puts customers at risk for water outages if there are any problems with the pump, motor or electric drive unit. The new site will also be designed to meet the expected growth in the pressure zone, which could increase from 21 to 40 homes.

Expenditures

Itemization Description	FY2025	FY2026	FY2027	FY2028	FY2029
Amount					
Professional Services	\$25,000	\$0	\$0	\$0	\$0
Construction & Maintenance	\$200,000	\$0	\$0	\$0	\$0
AMOUNT	\$225,000	\$0	\$0	\$0	\$0

Funding Sources

Line Item Description	FY2025	FY2026	FY2027	FY2028	FY2029
Amount					
Cave Creek Water Fund	\$225,000	\$0	\$0	\$0	\$0
AMOUNT	\$225,000	\$0	\$0	\$0	\$0



FY 2025 - 2029 Capital Improvement Plan

CC 25505004 - Pressure Zone 9 Fire Booster

Department: Cave Creek Water
Contact: Utilities Director
Category: Improvements

Useful Life: 20 Years
Priority: 2
Strategic Plan Area: Infrastructure

Description

Per the terms of the February 2, 2015, Development Agreement with Continental Mountain Estates, the Town is responsible to fund the design and construction of the new 8-inch waterline. The line will run from the Rockaway Tank site to the intersection of North 72nd Street and Continental Mountain Estates Drive. Once the Town completes the waterline improvement, the developer is responsible to construct a new fire booster pump station to supply Pressure Zone 9. Staff is working with the developer to amend the Development Agreement to extend the current December 21, 2023 date required for this improvement. There will be added costs to operate & maintain the new booster pump station and these costs have not yet been quantified.

Justification

If not approved, the Town would be breaking the terms of the existing Development Agreement. Also, this project will add fire protection to this area of the Town.

Expenditures

Itemization Description	FY2025	FY2026	FY2027	FY2028	FY2029
Amount					
Planning & Design	\$50,000	\$0	\$0	\$0	\$0
Construction & Maintenance	\$200,000	\$0	\$0	\$0	\$0
AMOUNT	\$250,000	\$0	\$0	\$0	\$0

Funding Sources

Line Item Description	FY2025	FY2026	FY2027	FY2028	FY2029
Amount					
Cave Creek Water Fund	\$250,000	\$0	\$0	\$0	\$0
AMOUNT	\$250,000	\$0	\$0	\$0	\$0



FY 2025 - 2029 Capital Improvement Plan

CC 25505005 - CAP Booster Station Repairs and Upgrades

Department: Cave Creek Water
Contact: Utilities Director
Category: Improvements

Useful Life: 20 Years
Priority: 1
Strategic Plan Area: Infrastructure

Description

The Town has four (4) booster pump stations to convey raw water from the CAP canal to the Water Treatment Plant. The Town uses CAP water as its main source of water and the delivery pipeline is critical to the Town's water system. This project is intended to fund necessary repairs and improvements at the booster sites. The repairs will include replacing the pump isolation and check valves, installing new pump bypass connections and repairing air release valves along the pipeline.

Justification

Water is pumped over 12 miles from the CAP canal to the Town's Water Treatment Plant by four (4) pump stations working in series. The loss of equipment in any one pump station would prevent the delivery of water to the Water Treatment Plant. This project will fund upgrades at the CAP booster sites to make them more reliable..

Expenditures

Line Item Description	FY2025	FY2026	FY2027	FY2028	FY2029
Amount					
Construction & Maintenance	\$250,000	\$250,000	\$250,000	\$0	\$0
AMOUNT	\$250,000	\$250,000	\$250,000	\$0	\$0

Funding Sources

Line Item Description	FY2025	FY2026	FY2027	FY2028	FY2029
Amount					
Cave Creek Water Fund	\$250,000	\$250,000	\$250,000	\$0	\$0
AMOUNT	\$250,000	\$250,000	\$250,000	\$0	\$0



FY 2025 - 2029 Capital Improvement Plan

CC 25505006 - Rehab 6" Waterline Across Cave Creek Wash

Department: Cave Creek Water
Contact: Utilities Director
Category: Improvements

Useful Life: 20 Years
Priority: 1
Strategic Plan Area: Infrastructure

Description

This project will place a liner in a 1,000-foot section of 6-inch distribution line crossing Cave Creek Wash and replace a section of the line that is very shallow near the South bank of the wash. The work will include some temporary piping to limit the outages that the customers may experience with the project.

Justification

This 6-inch waterline has had three large breaks in the past three years. Due its depth and location in the wash, the breaks can take several weeks to appear. This has caused large water losses in the distribution system and impacted water service to customers.

Expenditures

Itemization Description	FY2025	FY2026	FY2027	FY2028	FY2029
Amount					
Planning & Design	\$25,000	\$0	\$0	\$0	\$0
Construction & Maintenance	\$225,000	\$0	\$0	\$0	\$0
AMOUNT	\$250,000	\$0	\$0	\$0	\$0

Funding Sources

Line Item Description	FY2025	FY2026	FY2027	FY2028	FY2029
Amount					
Cave Creek Water Fund	\$250,000	\$0	\$0	\$0	\$0
AMOUNT	\$250,000	\$0	\$0	\$0	\$0



FY 2025 - 2029 Capital Improvement Plan

CC 25505007 - Waterline Looping and Replacement Program

Department: Cave Creek Water
Contact: Utilities Director
Category: Improvements

Useful Life: 20 Years
Priority: 1
Strategic Plan Area: Infrastructure

Description

This project will allow staff to close gaps and replace old piping in the water system. This will help to improve the overall reliability as well as assist with water quality and fire flow issues. The program will also be used to install pressure reducing valves, construct new blow-offs or install new fire hydrants. Having dedicated capital funding will ensure that the identified projects can be prioritized and completed.

Justification

If the older pipes or systems gaps are not addressed, the water distribution system will become increasing vulnerable to interruptions in service. Looping the water systems to eliminate dead-end lines also helps with fire flows and water quality.

Expenditures

Line Item Description	FY2025	FY2026	FY2027	FY2028	FY2029
Amount					
Construction & Maintenance	\$150,000	\$150,000	\$150,000	\$150,000	\$150,000
AMOUNT	\$150,000	\$150,000	\$150,000	\$150,000	\$150,000

Funding Sources

Line Item Description	FY2025	FY2026	FY2027	FY2028	FY2029
Amount					
Cave Creek Water Fund	\$150,000	\$150,000	\$150,000	\$150,000	\$150,000
AMOUNT	\$150,000	\$150,000	\$150,000	\$150,000	\$150,000



FY 2025 - 2029 Capital Improvement Plan

CC 25505008 - New Water Ranch Office - Water

Department: Cave Creek Water
Contact: Utilites Director
Category: Equipment

Useful Life: 25 Years
Priority: 1
Strategic Plan Area: Innovative and High Performing Organization

Description

The Town entered a lease with the Foothills Foodbank to allow them to construct a new building on the Water Ranch parcel, located at 44th Street and Carefree Highway. As part of the land lease, the Foodbank will build a 3,000 square foot area in the building for the Town to use. This new building will allow Town staff to relocate from the existing double-wide trailer at the Water Ranch. This project will provide a portion of the funding needed to complete the construction of the space and to purchase and install the furniture and equipment needed for the new building space.

Justification

Currently the Public Works, Water Distribution and Wastewater Treatment Plant staff are all housed in a single double-wide trailer at the Water Ranch. The building has only one bathroom and does not contain meeting/training areas or offices for the supervisors. The new building will better accommodate the current and future staffing needs for the Town. It will provide new bathroom and locker areas, space for a dedicated training/meeting area and allow the wastewater treatment lab to be housed in a room separated from the staff workspace. The existing double-wide trailer can still be used as a secure parts storage and workshop area for staff.

Expenditures

Itemization Description	FY2025	FY2026	FY2027	FY2028	FY2029
Amount					
Equipment, Vehicles, Furnishings	\$75,000	\$0	\$0	\$0	\$0
Construction & Maintenance	\$225,000	\$0	\$0	\$0	\$0
AMOUNT	\$300,000	\$0	\$0	\$0	\$0

Funding Sources

Line Item Description	FY2025	FY2026	FY2027	FY2028	FY2029
Amount					
Cave Creek Water Fund	\$300,000	\$0	\$0	\$0	\$0
AMOUNT	\$300,000	\$0	\$0	\$0	\$0



FY 2025 - 2029 Capital Improvement Plan

CC 26505001 - Rockaway Reservoir Aeration System

Department: Cave Creek Water
Contact: Utilities Director
Category: Improvements

Useful Life: 25 years
Priority: 2
Strategic Plan Area: Infrastructure

Description

The Rockaway Tank is the Town’s largest water storage reservoir. The site is located in the Northeastern portion of the distribution system. The water age in this reservoir is often elevated due to its size and location, which can lead to increased water age in the distribution system and water quality issues. The project will fund installation of a new aeration system to help with TTHM removal at the reservoir.

Justification

The aeration system will have some electrical costs to operate and require staff time to maintain. Staff thinks that this will largely be offset by the reduction in the water that needs to be flushed out of the system to ensure water quality standards. Not completing these improvements could have a negative impact on the water quality in the Northeast portion of the distribution system. The project is being timed to be completed in the same year as the new water interconnect with the City of Phoenix is complete. The updated water system models show that once the Town starts to use water from the interconnect, water age will become harder to manage at the Rockaway site.

Expenditures

Itemization Description	FY2025	FY2026	FY2027	FY2028	FY2029
Amount					
Planning & Design	\$0	\$40,000	\$0	\$0	\$0
Construction & Maintenance	\$0	\$400,000	\$0	\$0	\$0
AMOUNT	\$0	\$440,000	\$0	\$0	\$0

Funding Sources

Line Item Description	FY2025	FY2026	FY2027	FY2028	FY2029
Amount					
Cave Creek Water Fund	\$0	\$440,000	\$0	\$0	\$0
AMOUNT	\$0	\$440,000	\$0	\$0	\$0



FY 2025 - 2029 Capital Improvement Plan

CC 26505002 - New Neary Booster Pumps

Department: Cave Creek Water
Contact: Utilities Director
Category: Equipment

Useful Life: 15 Years
Priority: 2
Strategic Plan Area: Infrastructure

Description

The water produced by the Town’s Water Treatment Plant must pass through the Neary Booster before entering the distribution system. After the connection with Phoenix is complete, the Neary site won't be the only supply of water to the area South of the Town Core. The current boosters can pump up to 1,500 gpm each. These pumps will not run efficiently once the new Phoenix Interconnect site is operational. This project will fund adding two new smaller capacity pumps at the Neary Booster site to make it run more efficiently. The site was originally constructed with two empty pump cans to allow for future pump additions at the site.

Justification

The existing 1,500 gpm Neary Booster pumps will not run efficiently once the Phoenix Interconnect site is complete. The existing booster pumps will still be needed to provide fire protection. The new smaller capacity pumps will allow the Neary site to be better integrated with the new Phoenix Interconnect site.

Expenditures

Itemization Description	FY2025	FY2026	FY2027	FY2028	FY2029
Amount					
Equipment, Vehicles, Furnishings	\$0	\$200,000	\$0	\$0	\$0
Planning & Design	\$0	\$50,000	\$0	\$0	\$0
AMOUNT	\$0	\$250,000	\$0	\$0	\$0

Funding Sources

Line Item Description	FY2025	FY2026	FY2027	FY2028	FY2029
Amount					
Cave Creek Water Fund	\$0	\$250,000	\$0	\$0	\$0
AMOUNT	\$0	\$250,000	\$0	\$0	\$0



FY 2025 - 2029 Capital Improvement Plan

CC 26505003 - New Westside 12" Waterline

Department: Cave Creek Water
Contact: Utilities Director
Category: Improvements

Useful Life: 20 Years
Priority: 1
Strategic Plan Area: Infrastructure

Description

A single 8-inch waterline on Cloud Road supplies water to the West side of the Cave Creek water system and to the interconnect site with Desert Hills water. The master plan has identified this as a major restriction in the current and future capacity of the water system. The Town's SCADA system observes pressure swings of over 30 PSI in the line due to friction losses during the current peak summer demands. It is recommended that the Town complete the design for a new 12-inch line to the West side of the water system. In FY 2026, the project will evaluate the best routing options. In FY 2027 the detailed design and permitting will be completed. Construction will occur in phases starting in FY 2028.

Justification

If not approved, the Town's water system will continue to be vulnerable to interruptions in service if the existing 8-inch water line were to fail. This line is also causing the distribution system to run inefficiently.

Expenditures

Itemization Description	FY2025	FY2026	FY2027	FY2028	FY2029
Amount					
Professional Services	\$0	\$0	\$0	\$100,000	\$100,000
Construction & Maintenance	\$0	\$0	\$0	\$1,500,000	\$1,500,000
Planning & Design	\$0	\$100,000	\$250,000	\$0	\$0
AMOUNT	\$0	\$100,000	\$250,000	\$1,600,000	\$1,600,000

Funding Sources

Line Item Description	FY2025	FY2026	FY2027	FY2028	FY2029
Amount					
Cave Creek Water Fund	\$0	\$100,000	\$250,000	\$1,600,000	\$1,600,000
AMOUNT	\$0	\$100,000	\$250,000	\$1,600,000	\$1,600,000



FY 2025 - 2029 Capital Improvement Plan

CC 27505001 - Rehab 8" Waterline Across Cave Creek Wash

Department: Cave Creek Water
Contact: Utilities Director
Category: Improvements

Useful Life: 20 Years
Priority: 2
Strategic Plan Area: Infrastructure

Description

This project will place a liner in an existing 4,200 foot long, 8-inch distribution line crossing Cave Creek Wash, located on the New River and Cloud Road alignments. This waterline has had numerous past breaks due to the low-pressure class of pipe used and poor installation.

Justification

Due to the location of this line, any breaks are hard to locate and repair. This line is one of two that extends to the West side of the Town's distribution system. When this line must be taken out of service for repairs, the Town sees large pressure increases in Pressure Zone 1, putting additional stresses on the surrounding distribution lines. If not approved, the Town's water system will continue to be vulnerable to interruptions in service as the line continues to fail.

Expenditures

Itemization Description	FY2025	FY2026	FY2027	FY2028	FY2029
Amount					
Planning & Design	\$0	\$0	\$50,000	\$0	\$0
Construction & Maintenance	\$0	\$0	\$550,000	\$0	\$0
AMOUNT	\$0	\$0	\$600,000	\$0	\$0

Funding Sources

Line Item Description	FY2025	FY2026	FY2027	FY2028	FY2029
Amount					
Cave Creek Water Fund	\$0	\$0	\$600,000	\$0	\$0
AMOUNT	\$0	\$0	\$600,000	\$0	\$0



FY 2025 - 2029 Capital Improvement Plan

CC 28505001 - Integrated Utility Master Plan

Department: Cave Creek Water
Contact: Utilities Director
Category: Improvements

Useful Life: 20 Years
Priority: 1
Strategic Plan Area: Infrastructure

Description

This project will update the Town's FY 2024 Utility Master Plan. The update will address both the Town's water and wastewater systems. Once completed, the master plan will help identify areas that staff need to focus on to improve the systems. The funding will be split between the three (3) Utility Enterprise Funds.

Justification

The Town's Utility Master Plans should be updated on a five years schedule. This keeps the plans from becoming outdated, which would make it harder for staff to make good planning decisions for improvement projects or development proposals.

Expenditures

Line Item Description	FY2025	FY2026	FY2027	FY2028	FY2029
Amount					
Professional Services	\$0	\$0	\$0	\$150,000	\$0
AMOUNT	\$0	\$0	\$0	\$150,000	\$0

Funding Sources

Line Item Description	FY2025	FY2026	FY2027	FY2028	FY2029
Amount					
Cave Creek Water Fund	\$0	\$0	\$0	\$150,000	\$0
AMOUNT	\$0	\$0	\$0	\$150,000	\$0

DESERT HILLS WATER





FY 2025 - 2029 Capital Improvement Plan

DH 23555001 - Annual Pipeline Improvement Program

Department: Desert Hills Water
Contact: Utilities Director
Category: Improvements

Useful Life: 20 Years
Priority: 1
Strategic Plan Area: Infrastructure

Description

The Water Master Plan and staff identify projects that are designed to improve the reliability of the distribution system by removing and replacing old/poor condition piping or eliminating gaps in the distribution system. The funding could also be used to construct new pressure reducing valves, replace existing or install new in-line valves, or add blow-offs to the water lines.

Justification

If older pipes or systems gaps are not addressed, the water distribution system will become increasingly vulnerable to interruptions in service. Gaps in the water system can also have a negative impact on water quality.

Expenditures

Line Item Description	FY2025	FY2026	FY2027	FY2028	FY2029
Amount					
Construction & Maintenance	\$150,000	\$150,000	\$150,000	\$150,000	\$150,000
AMOUNT	\$150,000	\$150,000	\$150,000	\$150,000	\$150,000

Funding Sources

Line Item Description	FY2025	FY2026	FY2027	FY2028	FY2029
Amount					
Desert Hills Water Fund	\$150,000	\$150,000	\$150,000	\$150,000	\$150,000
AMOUNT	\$150,000	\$150,000	\$150,000	\$150,000	\$150,000



FY 2025 - 2029 Capital Improvement Plan

DH 24555001 - Steel Storage Tank Reconditioning

Department: Desert Hills Water
Contact: Utilities Director
Category: Equipment

Useful Life: 15 Years
Priority: 1
Strategic Plan Area: Infrastructure

Description

The Desert Hills Water System has four active storage reservoirs. A 2022 condition assessment helped identify specific improvements for each site and prioritize the sites to repair. The FY 2024, funding will complete the design for the 3rd Avenue/Joy Ranch reservoir, with construction to occur in FY 2025. The FY 2026 funding is for the 14th Street/Cloud Road reservoir. The FY 2027 funding is for the 7th Street/Joy Ranch reservoir. The FY 2028 funding is for the 10th Street/Carefree Highway reservoir.

Justification

If the storage reservoirs have to be taken out of service or fail, the water distribution system will become increasingly vulnerable to interruptions in service.

Expenditures

Itemization Description	FY2025	FY2026	FY2027	FY2028	FY2029
Amount					
Planning & Design	\$25,000	\$50,000	\$40,000	\$50,000	\$0
Construction & Maintenance	\$325,000	\$350,000	\$260,000	\$400,000	\$0
AMOUNT	\$350,000	\$400,000	\$300,000	\$450,000	\$0

Funding Sources

Line Item Description	FY2025	FY2026	FY2027	FY2028	FY2029
Amount					
Desert Hills Water Fund	\$350,000	\$400,000	\$300,000	\$450,000	\$0
AMOUNT	\$350,000	\$400,000	\$300,000	\$450,000	\$0



FY 2025 - 2029 Capital Improvement Plan

DH 25555001 - Water Meter Replacement Program

Department: Desert Hills Water
Contact: Utilities Director
Category: Equipment

Useful Life: 20 Years
Priority: 1
Strategic Plan Area: Infrastructure

Description

Currently, there are just over 1,900 water meters in the Desert Hills water system. In 2012, the Town started replacing the existing manual read meters with new Neptune drive-by read meters. By 2025, some of the meters will be nearing the end of their useful lives. The program will fund the annual replacement of a portion of the Desert Hills water meter inventory. It will also allow the system to be upgraded to an Automatic Metering Infrastructure (AMI) system to provide near real time water use data to the Town and our customers.

Justification

As the meters continue to age, the Town will be underbilling customers for their water use. This will have a negative impact on system revenues and water accounting. By upgrading to an AMI system, the Town and customers can quickly identify and correct leaks. The data can also help change water use patterns to lower overall water consumption.

Expenditures

Line Item Description	FY2025	FY2026	FY2027	FY2028	FY2029
Amount					
Construction & Maintenance	\$50,000	\$150,000	\$150,000	\$150,000	\$100,000
AMOUNT	\$50,000	\$150,000	\$150,000	\$150,000	\$100,000

Funding Sources

Line Item Description	FY2025	FY2026	FY2027	FY2028	FY2029
Amount					
Desert Hills Water Fund	\$50,000	\$150,000	\$150,000	\$150,000	\$100,000
AMOUNT	\$50,000	\$150,000	\$150,000	\$150,000	\$100,000



FY 2025 - 2029 Capital Improvement Plan

DH 25555002 - Service Line Replacement Program

Department: Desert Hills Water
Contact: Utilities Director
Category: Equipment

Useful Life: 25 Years
Priority: 1
Strategic Plan Area: Infrastructure

Description

A majority of the 1,900 water meter service lines in Desert Hills were installed with polyethylene (poly) piping. This type of material is prone to failing. These failures cause both a loss of water and interruptions in service for customers. This program will provide funding to allow staff to identify areas with poly service lines and to proactively replace them before they break.

Justification

If replacement of poly service lines is not addressed, water service to customers will become increasingly vulnerable to interruptions. As staff spends a considerable amount of time repairing service lines, they are unable to complete other preventative maintenance tasks for the water system.

Expenditures

Line Item Description	FY2025	FY2026	FY2027	FY2028	FY2029
Amount					
Construction & Maintenance	\$75,000	\$75,000	\$75,000	\$150,000	\$150,000
AMOUNT	\$75,000	\$75,000	\$75,000	\$150,000	\$150,000

Funding Sources

Line Item Description	FY2025	FY2026	FY2027	FY2028	FY2029
Amount					
Desert Hills Water Fund	\$75,000	\$75,000	\$75,000	\$150,000	\$150,000
AMOUNT	\$75,000	\$75,000	\$75,000	\$150,000	\$150,000



FY 2025 - 2029 Capital Improvement Plan

DH 25555003 - Well Head Arsenic Treatment

Department: Desert Hills Water
Contact Person: Utilities Director
Categories: Improvements

Useful Life: 25 Years
Priority: 2
Strategic Plan Area: Infrastructure

Description

This project will add an arsenic treatment system at the 3rd Avenue and Joy Ranch well site. This site has the highest capacity (220 gallons per minute) of the three Desert Hills wells. The arsenic levels are above the maximum allowed and treatment is required before the well water can enter the distribution system.

Justification

After Cave Creek purchased the Desert Hill water system, staff developed a solution for the high arsenic levels at the 3rd Avenue and Joy Ranch well site. The Town elected to construct new sections of waterlines and to close valves in the distribution system to allow treated CAP water to be used to blend with the well water. While this system has worked for several years, a recent update to the distribution system model shows that the Desert Hills waterlines are being negatively impacted by the closed valves necessary for this arsenic blending system. Constructing a new well head treatment system for the 3rd Avenue and Joy Ranch well site will allow the closed valves in the distribution system to be opened, allowing for improved water flow throughout the Desert Hills water system. This will also allow the Town to better utilize the existing well and lower the use of CAP water resources from Cave Creek.

Expenditures

Itemization Description	FY2025	FY2026	FY2027	FY2028	FY2029
Amount					
Planning & Design	\$150,000	\$0	\$0	\$0	\$0
Construction & Maintenance	\$0	\$1,500,000	\$0	\$0	\$0
AMOUNT	\$150,000	\$1,500,000	\$0	\$0	\$0

Funding Sources

Line Item Description	FY2025	FY2026	FY2027	FY2028	FY2029
Amount					
Desert Hills Water Fund	\$150,000	\$375,000	\$0	\$0	\$0
Grants	\$0	\$1,125,000	\$0	\$0	\$0
AMOUNT	\$150,000	\$1,500,000	\$0	\$0	\$0



FY 2025 - 2029 Capital Improvement Plan

DH 2555004 - Purchase of NIA Water Allocation

Department: Desert Hills Water
Contact: Utilities Director
Category: Water Distribution

Useful Life: 5 Years
Priority: 1
Strategic Plan Area: Safe and Vibrant Community

Description

In 2021, the Town entered a new subcontract to receive 386 AF per year Non-Indian Agricultural (NIA) Central Arizona Project (CAP) water. As part of the new subcontract, the Town is responsible for paying the back capital charges and certain agricultural department charges. Together these charges will total \$788,560 based on a 5-year payment schedule. In 2021, 2022 and 2023, the Town made the first three payments of \$157,712. This project will provide funding for the remaining two payments.

Justification

Obtaining new water supplies is critical to the long-term sustainability of the Town's water system.

Expenditures

Line Item Description	FY2025	FY2026	FY2027	FY2028	FY2029
Amount					
Other	\$157,712	\$157,712	\$0	\$0	\$0
AMOUNT	\$157,712	\$157,712	\$0	\$0	\$0

Funding Sources

Line Item Description	FY2025	FY2026	FY2027	FY2028	FY2029
Amount					
Desert Hills Water Fund	\$157,712	\$157,712	\$0	\$0	\$0
AMOUNT	\$157,712	\$157,712	\$0	\$0	\$0



FY 2025 - 2029 Capital Improvement Plan

DH 26555001 - 7th Street Booster Improvements

Department: Desert Hills Water
Contact: Utilities Director
Category: Improvements

Useful Life: 20 Years
Priority: 2
Strategic Plan Area: Infrastructure

Description

The 7th Street Booster is the only site that provides water service for almost one square mile of the Desert Hills system, located North of Joy Ranch Road. The existing PLC is different to the rest of our Desert Hills sites and cannot be expanded to monitor reservoir levels. The site also requires some piping, site grading and fencing.

Justification

If the booster site is not upgraded, the water distribution system will become increasing vulnerable to interruptions in service. The work to improve the site is being moved out to FY 2026 to match the timing of the reservoir rehabilitation project.

Expenditures

Itemization Description	FY2025	FY2026	FY2027	FY2028	FY2029
Amount					
Planning & Design	\$0	\$30,000	\$0	\$0	\$0
Construction & Maintenance	\$0	\$100,000	\$0	\$0	\$0
AMOUNT	\$0	\$130,000	\$0	\$0	\$0

Funding Sources

Line Item Description	FY2025	FY2026	FY2027	FY2028	FY2029
Amount					
Desert Hills Water Fund	\$0	\$130,000	\$0	\$0	\$0
AMOUNT	\$0	\$130,000	\$0	\$0	\$0



FY 2025 - 2029 Capital Improvement Plan

DH 28555001 - Integrated Utility Master Plan

Department: Desert Hills Water
Contact: Utilities Director
Category: Improvements

Useful Life: 20 Years
Priority: 1
Strategic Plan Area: Infrastructure

Description

This project will update the FY2024 Utility Master Plan. The update will address both the Town's water and wastewater systems. Once completed, the master plan will help identify areas that staff needs to focus on to improve the systems. The funding will be split between the three (3) Utility Enterprise Funds.

Justification

The Town's Utility Master Plans should be updated on a five years schedule. This keeps the plans from become outdated, which would make it harder for staff to make good planning decisions for improvements projects or development proposals.

Expenditures

Line Item Description	FY2025	FY2026	FY2027	FY2028	FY2029
Amount					
Professional Services	\$0	\$0	\$0	\$50,000	\$0
AMOUNT	\$0	\$0	\$0	\$50,000	\$0

Funding Sources

Line Item Description	FY2025	FY2026	FY2027	FY2028	FY2029
Amount					
Desert Hills Water Fund	\$0	\$0	\$0	\$50,000	\$0
AMOUNT	\$0	\$0	\$0	\$50,000	\$0



Annual Budget FY 2024 - 2025

Acronyms

- **ACFR** - Annual Comprehensive Financial Report
- **AF** - Acre Feet
- **AMI** - Automatic Metering Infrastructure
- **BLM** - Bureau of Land Management
- **CAP** - Central Arizona Project
- **CCRP** - Cave Creek Regional Park
- **CDS Grant** - Congressionally Directed Spending Proceeds
- **CIP** - Capital Improvement Plan
- **CCTV** - Closed Circuit Television
- **CMAR** - Construction Manager at Risk
- **DFLT** - Desert Foothills Land Trust
- **DMFM** - Daisy Mountain Fire and Medical
- **EMS** - Emergency Medical Services
- **FCDMC Grant** - Flood Control District Maricopa County Grant
- **FTE** - Full Time Equivalent
- **FY** - Fiscal Year
- **GAAP** - Generally Accepted Accounting Principles
- **GFOA** - Government Finance Officers Association
- **GIS** - Geographic Information Systems
- **GO Bond** - General Obligation Bond
- **HR** - Human Resources
- **HURF** - Highway User Revenue Fund
- **IT** - Information Technology
- **IGA** - Intergovernmental Agreement
- **LTAF II Grant** - Local Transportation Assistance Fund II Grant
- **MAG** - Maricopa Association of Governments
- **MCSO** - Maricopa County Sheriff's Office
- **MGD** - Million Gallons per Day
- **O&M** - Operations and Maintenance
- **PTO** - Paid Time Off
- **SCADA** - Supervisory Control and Data Acquisition
- **SLFRF** - State and Local Fiscal Recovery Funds
- **SCRCA** - Spur Cross Ranch Conservation Area
- **WIFA** - Water Infrastructure Financing Authority
- **WTP** - Water Treatment Plant
- **WWTP** - Wastewater Treatment Plant



Annual Budget FY 2024 - 2025

Glossary

Accrual Basis

A basis of accounting in which transactions are recognized at the time they are incurred, as opposed to when cash is received or spent.

Adopted

The amount approved by Council that represents the maximum spending authority.

Allocation

A part of a larger dollar appropriation designated for expenditure by specific organization units and/or for special purposes, activities, or objects.

Appropriation

A legal authorization granted by Town Council to make expenditures and to incur obligations for specific purposes. An appropriation is usually limited in amount and duration when it may be expended.

Asset

Resource owned or held by the Town, which has a monetary value.

Balanced Budget

Total proposed expenditures shall not exceed total estimated revenue and available fund balances.

Bonds

A written instrument to pay a sum of money at a specified interest rate, on a specific date or dates in the future, called maturity dates. The interest payments and the repayment of the principal are detailed in a bond resolution or ordinance. Two common types of bonds are general obligation and revenue bonds, which are most commonly used for construction of large capital projects such as buildings, streets, and sewers. The difference between a note and a bond is that a bond is used for a longer period of time and requires more formality.

Budget

A financial and operating plan representing an estimate of proposed expenditures and the proposed means of financing them for a given period. This official public document reflects decisions; measures service needs, establishes the allocation of resources and is the spending plan for achieving goals and objectives.

Budget Calendar

The schedule of key dates and/or events the Town followed during the preparation, adoption, and administration of this fiscal budget.

Budget Message

The opening section of the budget, which provides the Town Council and the public with a general summary of the most important budget issues, changes from recent fiscal years, and recommendations regarding the financial policy for the coming fiscal year.

Budgetary Adjustment

A procedure to revise a budget appropriation only by Town Council approval.

Budgetary Basis

This refers to the form of accounting used throughout the budget process. These generally take one of three forms: GAAP, Cash, Modified Accrual, or some type of statutory form. Budgets are adopted on a basis consistent with generally accepted accounting principles (GAAP) except that (a) encumbrances are considered to be an expenditure chargeable to appropriations, (b) depreciation is budgeted in the enterprise funds, (c) investments in supply inventories and assets restricted for self-insurance purpose are not considered to be appropriable, (d) revenues accruing to sinking funds are not appropriable, and (e) contributions into sinking funds are not budgeted. Unencumbered appropriations lapse at the close of the year.

Budgetary Control

The control or management of a governmental unit or enterprise in accordance with an adopted budget for the purpose of keeping expenditures within the limitations of authorized appropriations and available revenues.

Capital Improvements

Expenditures related to the acquisition, expansion, or rehabilitation of an element of the government's infrastructure.

Capital Improvement Program

The Capital Improvement Program (CIP) is a comprehensive plan of capital investment projects which identifies priorities as to need, method of financing, cost, and revenues during a five-year period. The program is a guide for identifying current and future fiscal year requirements and becomes the basis for determining the annual capital budget.

Capital Project Fund

Governmental fund type used to account for financial resources that are restricted, committed or assigned to expenditure for capital outlays, including the acquisition or construction of capital facilities and other capital assets.

Capital Outlay

Expenditures resulting in the acquisition or addition to the government's general fixed assets. These assets generally have a useful life of more than one year.

Cash Basis

A basis of accounting in which transactions are recognized only when cash is increased or decreased.

Contingency

A budgetary reserve set aside for emergencies or unforeseen expenditures.

Debt

An obligation resulting from issuing bonds or from the purchase of goods and services through a lease or financing agreement.

Debt Service

The amount of interest and principal the Town must pay each year on short and long-term debt.

Department

A major administrative division of the Town, which indicates overall management responsibility for an operation or a group of related operations within a functional area.

Depreciation

Consumption of the service life of fixed assets, due to normal wear, deterioration, environmental elements, passage of time, and obsolescence; and represents the portion of the cost of a fixed asset charged as an expense during a specified period based on service life of the asset and ultimately expending the entire cost of the asset.

Distinguished Budget Awards Presentation Program

A voluntary awards program administered by the Government Finance Officers Association to encourage governments to prepare effective budget documents.

Division

A group of homogenous cost centers within a department, (e.g., all Town Clerk, Information Technology, and Communications and Public Affairs cost centers make up the Administration Department).

Encumbrance

The legal commitment of appropriated funds to purchase an item or service. To encumber funds means to set aside or commit funds for a future expenditure.

Enterprise Fund

A proprietary accounting fund in which the services provided are financed and operated similarly to those of a private business. The governing body's intention is to finance or recover operation costs through user fees. The Town has established Enterprise Funds for water and wastewater service.

Estimated Revenue

The projected amount of revenues to be collected during any fiscal year.

Expenditure

Decreases in net financial resources in accordance with budgeted appropriation. Expenditures include operating expenses such as personnel costs, contracts & services, commodities, and capital.

Expenditure Limitation

Amendment to the Arizona State Constitution, which limits the total annual expenditures of all municipalities. The limit is set by the Economic Estimates Commission based on population growth and inflation.

Expense

Decreases in net financial resources in accordance with budgeted appropriation. Terminology used only in the Enterprise Funds.

Fiscal Year

Time period designated by the Town signifying the beginning and ending period for recording financial transactions. The Town has a fiscal year beginning July 1 and ending June 30 as established by the Town Code.

Fixed Asset

Tangible assets with a long life (generally, over a year), with a value greater than \$5,000.

Franchise Fee

A fee paid by public service business for the special privilege to use Town streets, alleys, and property in providing their services to the citizens of the community. Services requiring franchise fees include electricity, telephone, natural gas, and cable television.

Full Time Equivalent (FTE)

A position converted to the decimal equivalent of a full-time position based on, 2,080 hours per year.

Fund

An accounting entity having a set of self-balancing accounts and records all financial transactions for specific activities or government functions in attaining certain objectives governed by special regulations, restrictions, or limitation.

Fund Balance

Fund Balance is the excess of resources over liabilities. The beginning fund balance is the residual funds brought forward from the previous fiscal years.

General Fund

The operating fund was established to account for resources and uses of general operating functions of Town departments that are not required to be accounted for in another fund.

Generally Accepted Accounting Principles (GAAP)

Uniform minimum standards for financial accounting and recording, encompassing the conventions, rules, and procedures that define accepted accounting principles.

Goal

A long-term, attainable operational result.

Government Fund

One of three major fund types utilized by state and local government. Governmental funds include the General Fund, Special Revenue Funds, and Capital Project Fund.

Grant

Contributions or gifts of cash or other assets from another to be used for a specified purpose, activity, or facility.

Highway User Revenue Fund (HURF)

A fund whose revenues consist of state taxes collected on gasoline, vehicle, and a number of other additional transportation related fees. These funds must be used for street and highway purposes.

Indirect Cost

A cost necessary for the functioning of the organization as a whole, but which cannot be directly assigned, such as administrative support, facility maintenance, or custodial services.

Interfund Transfer

The movement of monies between funds of the same governmental entity.

Intergovernmental Revenue

Revenues from other governments in the form of grants, entitlements, shared revenues, or payments in lieu of taxes.

Long Term Debt

Debt with a maturity of more than one year after the date of issuance.

Modified Accrual Basis

Under the modified accrual basis of accounting, recommended for use by governmental funds, revenues are recognized in the period in which they become available and measurable, and expenditures are recognized at the time a liability is incurred pursuant to appropriation authority.

Objective

A specific measurable and observable result of an activity, which advances the department towards its goal.

Operating Budget

Plan for current expenditures and the resources to finance them. This budget, associated with providing on-going services to citizens, includes general expenditures such as personnel services, contractual services, operating supplies, and operating capital items. The budget is the primary measure of controlling financing, acquisition, spending and delivering of services of the entity.

Operating Expenditures/Expenses

The cost of personnel, materials, and equipment required for a department to accomplish day-to-day activities.

Operating Revenue

Funds that the government receives as income to pay for ongoing operations. This includes such items as taxes, user fees, interest earnings, and grant revenues. Operating revenues are used to pay for day-to-day services.

Operating Supplies

Costs of goods consumed by the Town in the course of its daily operations.

Operating Transfers

Legally authorized transfers from a fund receiving revenue to the fund through which the resources are to be expended.

Pay-As-You-Go Financing

A term used to describe a financial policy by which the capital program is financed from available cash rather than through borrowing.

Personnel Services

Cost related to compensating employees, including wages, insurance, payroll taxes, retirement contributions, allowances.

Policy

A plan, course of action, or guiding principle designed to set parameters for decisions and actions.

Resolution

A special or temporary order of a legislative body requiring less formality than an ordinance or statute.

Reserve

An account used to indicate that a portion of a fund's assets are legally restricted for a specific purpose and is not available for general appropriation.

Resources

Total amounts available for appropriation including estimated revenues, fund transfers and beginning balances.

Revenue

Receipts from taxes, intergovernmental sources, and user fees or resources from voter authorized bonds, system development fees, and grants.

Short-Term Debt

Debt with a maturity of one year or less after the date of issuance.

Source of Revenue

Revenues are classified according to their source or point of origin.

Special Revenue Fund

Governmental Fund Type used to account for the proceeds of specific revenue sources that are restricted or committed to expenditure for specified purposes other than debt service or capital projects.

Taxes

Compulsory charges levied by a government for the purpose of financing services performed for the common benefit of the people. This term does not include specific charges made against particular persons or property for current or permanent benefit, such as special assessments.

Transfers In/Out

Amounts transferred from one fund to another to assist in financing the services for the recipient fund.

Unreserved Fund Balance

Monies available for appropriations and not designed for other purposes.

User Charges

The payment of a fee for direct receipt of a public service to the party who benefits from the service.

WIFA

Water Infrastructure Finance Authority of Arizona. Provides funding through the Clean Water State Revolving Fund to help construct and maintain wastewater and drinking water infrastructure.



Annual Budget FY 2024 - 2025

Official Budget Forms



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Town of Cave Creek - Final Budget
Summary Schedule of estimated revenues and expenditures/expenses
Fiscal year 2025

Fiscal year	S c h	Funds						
		General Fund	Special Revenue Fund	Capital Projects Fund	Enterprise Funds Available	Total all funds		
2024	Adopted/adjusted budgeted expenditures/expenses*	E	1	17,389,660	4,726,504	12,366	34,427,431	56,555,961
2024	Actual expenditures/expenses**	E	2	14,713,516	796,968	12,366	19,681,240	35,204,090
2025	Beginning fund balance/(deficit) or net position/(deficit) at July 1***		3	30,454,792	1,716,605	3,553,386	1,373,343	37,098,126
2025	Primary property tax levy	B	4	0				0
2025	Secondary property tax levy	B	5					0
2025	Estimated revenues other than property taxes	C	6	14,490,794	6,131,535	135,000	17,332,069	38,089,398
2025	Other financing sources	D	7	0	0	0	7,887,787	7,887,787
2025	Other financing (uses)	D	8	0	0	0	0	0
2025	Interfund transfers in	D	9	929,550	0	829,550	6,444,046	8,203,146
2025	Interfund Transfers (out)	D	10	2,636,298	1,759,100	3,807,748	0	8,203,146
2025	Line 11: Reduction for fund balance reserved for future budget year expenditures							
	Maintained for future debt retirement						1,373,343	1,373,343
	Maintained for future capital projects		11	20,678,863	98,037	710,188		21,487,088
	Maintained for future financial stability			2,821,083				2,821,083
	Maintained for future retirement contributions							0
								0
2025	Total financial resources available		12	19,738,892	5,991,003	0	31,663,902	57,393,797
2025	Budgeted expenditures/expenses	E	13	19,738,892	5,991,003	0	31,663,902	57,393,797

Expenditure limitation comparison		2024	2025
1	Budgeted expenditures/expenses	\$ 56,555,961	\$ 57,393,797
2	Add/subtract: estimated net reconciling items		
3	Budgeted expenditures/expenses adjusted for reconciling	56,555,961	57,393,797
4	Less: estimated exclusions		
5	Amount subject to the expenditure limitation	\$ 56,555,961	\$ 57,393,797
6	EEC expenditure limitation or voter-approved alternative e)	\$	\$

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 beginning fund balance/(deficit) or net position/(deficit) amounts except for nonspendable amounts (e.g., prepaids and inventories) or amounts legally or contractually required to be maintained intact (e.g., principal of a permanent fund). See the Instructions tab, cell C17 for more information about the amounts that should and should not be included on this line.

**Town of Cave Creek - Final Budget
Revenues other than property taxes
Fiscal Year 2025**

Source of revenues	Estimated revenues 2024	Actual revenues* 2024	Estimated revenues 2025
General Fund			
Local taxes			
Town Sales Tax	\$ 6,798,600	\$ 7,428,651	\$ 7,577,224
Town Sales Tax - Construction	3,012,300	1,830,966	1,867,585
Southwest Gas Franchise Tax	25,000	32,499	33,149
Licenses and permits			
Building Permits	393,600	901,052	650,000
Business License Fees	60,000	97,718	98,695
Intergovernmental			
State Revenue Sharing (Income Tax)	1,344,850	1,360,731	1,102,798
Auto Lieu Tax	256,920	239,904	262,507
State Sales Tax	754,950	777,450	783,473
Charges for services			
Engineering Plan Reviews	62,200	65,558	66,213
Planning & Zoning Fees	29,350	60,840	61,448
Right of Way Fees	18,400	3,525	3,560
Report Fees	100		
Interest on investments			
Interest Income	540,000	1,356,921	1,384,059
In-lieu property taxes			
Payment in Lieu of Taxes	260,000	362,736	369,991
Miscellaneous			
Lease Revenues	108,300	121,604	122,820
Rental Property Income	50,000	63,618	64,254
Restitution	1,500		
Special Events Proceeds	1,200	3,150	3,182
Fingerprint Fees	2,300	4,232	4,274
Rodeo Grounds Fees	25,000	22,100	24,000
Miscellaneous - Other	9,000	11,448	11,562
Total General Fund	\$ 13,753,570	\$ 14,744,703	\$ 14,490,794

* 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 Cave Creek - Final Budget
Revenues other than property taxes
Fiscal Year 2025**

Source of revenues	Estimated revenues 2024	Actual revenues* 2024	Estimated revenues 2025
Special revenue funds			
National Opioid Settlement Fund	\$	\$ 22,493	\$ 10,846
Highway User Fund	389,385	391,145	408,589
Spur Cross Ranch Conservation	1,700,400	1,944,685	1,975,100
Open Space Acquisition Fund		77,100	72,000
Grants Fund	3,840,000	12,430	3,665,000
	\$ 5,929,785	\$ 2,447,853	\$ 6,131,535
Total special revenue funds	\$ 5,929,785	\$ 2,447,853	\$ 6,131,535

* Includes actual revenues recognized on the modified accrual or accrual basis as of the date the proposed budget was

Capital projects funds

Cave Creek Water Infrastructure Fund	\$	\$ 144,475	\$ 135,000
	\$	\$ 144,475	\$ 135,000
Total capital projects funds	\$	\$ 144,475	\$ 135,000

* Includes actual revenues recognized on the modified accrual or accrual basis as of the date the proposed budget was

Enterprise funds

Cave Creek Wastewater System	\$ 3,466,088	\$ 3,603,195	\$ 3,559,832
Cave Creek Water System	9,461,122	8,864,980	9,227,037
Desert Hills Water System	4,458,500	4,503,654	4,545,200
	\$ 17,385,710	\$ 16,971,829	\$ 17,332,069
Total enterprise funds	\$ 17,385,710	\$ 16,971,829	\$ 17,332,069

* 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	\$ 37,069,065	\$ 34,308,860	\$ 38,089,398
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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.

Town of Cave Creek - Final Budget
Other financing sources/(uses) and interfund transfers
Fiscal year 2025

Fund	Other financing 2025		Interfund transfers 2025	
	Sources	(Uses)	In	(Out)
General Fund				
Cave Creek Wastewater System	\$ _____	\$ _____	\$ _____	\$ 1,358,140
Cave Creek Water System	_____	_____	_____	1,278,158
Spur Cross Ranch Conservation Area	_____	_____	929,550	_____
Total General Fund	\$ _____	\$ _____	\$ 929,550	\$ 2,636,298
Special revenue funds				
Spur Cross Ranch Conservation Area	\$ _____	\$ _____	\$ _____	\$ 1,759,100
Total special revenue funds	\$ _____	\$ _____	\$ _____	\$ 1,759,100
Capital projects funds				
Cave Creek Water System	\$ _____	\$ _____	\$ _____	\$ 3,807,748
Spur Cross Ranch Conservation Area	_____	_____	829,550	_____
Total capital projects funds	\$ _____	\$ _____	\$ 829,550	\$ 3,807,748
Enterprise funds				
Cave Creek Wastewater System	\$ _____	\$ _____	\$ 1,358,140	\$ _____
Cave Creek Water System	_____	_____	5,085,906	_____
2023 WIFA Loan Fund	7,887,787	_____	_____	_____
Total enterprise funds	\$ 7,887,787	\$ _____	\$ 6,444,046	\$ _____
Total all funds	\$ 7,887,787	\$ _____	\$ 8,203,146	\$ 8,203,146

**Town of Cave Creek - Final Budget
Expenditures/expenses by fund
Fiscal year 2025**

Fund/Department	Adopted budgeted expenditures/ expenses 2024	Expenditure/ expense adjustments approved 2024	Actual expenditures/ expenses* 2024	Budgeted expenditures/ expenses 2025
General Fund				
Town Manager	\$ 342,860	\$	\$ 402,040	\$ 297,405
Administration	1,735,460		1,459,617	1,341,346
Legal Services	350,000		100,000	350,000
Development Services	2,538,840		2,162,285	2,442,680
Magistrate Court	196,050		196,040	196,050
Public Safety - Law Enforcement	1,276,170		1,277,985	1,416,585
Public Safety - Fire Protection	5,610,090		5,568,617	6,063,199
General Government				324,649
Finance	672,420		751,641	685,363
Town Council	127,900		176,900	35,900
Public Works	3,254,570		2,569,595	5,354,856
Special Events	68,500		48,796	71,500
Contingency	1,216,800			1,159,359
Total General Fund	\$ 17,389,660	\$	\$ 14,713,516	\$ 19,738,892
Special revenue funds				
National Opioid Settlement Fund	\$	\$	\$ 2,972	\$ 40,949
Highway User Revenue Fund (HURF)	634,938		530,000	514,359
Spur Cross Ranch Conservation Fund	216,000		216,000	216,000
Parks and Trails Fund	35,566		35,566	
Open Space Acquisition Fund				1,554,695
Grant Fund	3,840,000		12,430	3,665,000
Total special revenue funds	\$ 4,726,504	\$	\$ 796,968	\$ 5,991,003
Capital projects funds				
Water Infrastructure Capital	\$	\$	\$	\$
Open Space and Trails Fund	12,366		12,366	
Total capital projects funds	\$ 12,366	\$	\$ 12,366	\$
Enterprise funds				
Cave Creek Wastewater System	\$ 4,340,099	\$	\$ 4,159,242	\$ 4,917,972
Cave Creek Water System	12,438,832		10,015,312	14,312,943
Desert Hills Water System	4,458,500		3,868,767	4,545,200
2023 WIFA Loan Fund	13,190,000		1,637,919	7,887,787
Total enterprise funds	\$ 34,427,431	\$	\$ 19,681,240	\$ 31,663,902
Total all funds	\$ 56,555,961	\$	\$ 35,204,090	\$ 57,393,797

* 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 Cave Creek - Final Budget
Full-time employees and personnel compensation
Fiscal year 2025

Fund	Full-time equivalent (FTE) 2025	Employee salaries and hourly costs 2025	Retirement costs 2025	Healthcare costs 2025	Other benefit costs 2025	Total estimated personnel compensation 2025
General Fund	28.80	\$ 2,858,818	\$ 388,754	\$ 655,545	\$ 273,969	\$ 4,177,086
Enterprise funds						
Cave Creek Wastewater System	5.45	\$ 538,720	\$ 55,871	\$ 143,463	\$ 45,925	\$ 783,979
Cave Creek Water System	10.50	924,395	102,319	236,856	110,728	1,374,298
Desert Hills Water System	5.75	517,892	58,010	155,270	41,430	772,602
Total enterprise funds	21.70	\$ 1,981,007	\$ 216,200	\$ 535,589	\$ 198,083	\$ 2,930,879
Total all funds	50.50	\$ 4,839,825	\$ 604,954	\$ 1,191,134	\$ 472,052	\$ 7,107,965