



Bullhead City ARIZONA

Fiscal Year 2018-19
Budget



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GOVERNMENT FINANCE OFFICERS ASSOCIATION

*Distinguished
Budget Presentation
Award*

PRESENTED TO

**City of Bullhead City
Arizona**

For the Fiscal Year Beginning

July 1, 2017

Christopher P. Morill

Executive Director

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PREFACE

Budget Message

To the Honorable Mayor and City Council,

I am pleased to submit to you the proposed Annual Budget for the City of Bullhead City beginning July 1, 2018 and ending June 30, 2019. The preparation of a budget is an annual challenge when the needs of the community far outweigh the limited available financial resources. The budget is balanced and many needs are being addressed. We are pleased to present a very transparent, fiscally conservative, line item budget. No programs are proposed for any significant cuts or modifications.

FISCAL YEAR 2018-19 BUDGET SUMMARY

The budget for fiscal year 2018-19 represents a comprehensive spending plan for all funds totaling \$71.3 million; a 3.1% decrease from the prior fiscal year 2018 budget of \$73.6 million.

Fund Category	FY 2017-18	FY 2018-19	\$ Chg	% Chg
General Fund	\$27,690,327	\$28,152,036	\$461,709	1.7%
Special Revenue	\$10,009,982	\$8,582,767	-\$1,427,215	-14.3%
Capital Projects	\$9,018,245	\$7,997,071	-\$1,021,174	-11.3%
Debt Service	\$4,692,825	\$4,741,702	\$49,417	1.0%
Enterprise	\$15,229,197	\$14,308,891	-\$920,306	-6.0%
Internal Service	\$6,985,211	\$7,549,882	\$564,671	8.1%
Total Funds	\$73,625,787	\$71,332,348	-\$2,293,438	-3.1%

The proposed budget contains approximately \$1.3 million for annual street improvements, \$3.1 million for Bullhead City's funding portion of the second BHC/Laughlin Bridge, \$1 million for Laughlin Ranch Boulevard; replacement of some aging infrastructure in the Police Department including \$291,792 for six Patrol Vehicles and \$25,500 for a Forensics Van. The budget also includes a payment of \$100,000 toward water allocation.

The General Fund Reserve is proposed to fund one-time capital purchases:

Dept	Purchase	Amount
Parks & Rec	Screening plant replacement	\$219,878
Police	Patrol Vehicles	\$291,792
Streets	Corwin Traffic Signal	\$250,000
Parks & Rec	Community Park Section 12	\$200,000

The General Fund Balance on 07/01/17 was \$11,407,592, after the proposed one-time capital purchases the General Fund Reserve would be \$9,943,062. This is still very appropriate and significantly higher than in years past.



PREFACE

Budget Message

A top priority for Council and staff has been pavement management, infrastructure improvements and overall street enhancements. This budget continues this priority in a significant manner. The chart below shows significant investment in the streets of Bullhead City.

	2013 Actual	2014 Actual	2015 Actual	2016 Actual	2017 Actual	2018 Estimate	2019 Budget
Street Repairs	\$29,613	\$36,491	\$43,667	\$27,050	\$2,489	\$41,032	\$59,000
Street Patching	\$125,379	\$130,570	\$259,981	\$198,821	\$126,243	\$104,561	\$55,000
Street Asphalt	\$18,761	\$68,901	\$43,505	\$153,245	\$31,558	\$143,736	\$104,000
Street Curb & Sidewalk	\$31,867	\$24,289	\$10,353	\$31,065	\$51,262	\$57,300	\$60,000
Street Improvements	\$506,493	\$326,959	\$1,490,417	\$1,140,690	\$815,888	\$1,151,572	\$1,015,370
Total	\$712,113	\$587,210	\$1,847,923	\$1,550,871	\$1,027,440	\$1,498,201	\$1,291,370

Total investment in streets outside personnel and other ancillary costs has been budgeted at \$1.3 million.

Development of Community Park/Section 12 is included in the proposed budget for \$470,677. The development of Section 12 has been a city priority for the past decade. The City Council has made significant progress on this park development with the recent adoption of a plan of development for the entire project. The overall development of Section 12 will take many years and will need continual financial support.

The replacement of non-street aging infrastructure is an annual challenge for all cities and towns. Technology infrastructure has a short useful life and is expensive to replace. This technology is necessary to assist employees as technology is essential to most positions.

The majority of City fleet vehicles are fully depreciated and have exceeded their useful life. The proposed budget includes \$347,292 of replacement vehicles from the General Fund.



PREFACE

Budget Message

Personnel costs include:

- Employer cost of \$2,442,415 for the Public Safety Retirement System. This is an increase of 6 percent or \$128,236 from the prior budget.
- There is a 3% cost of living adjustment for employees this fiscal year budgeted at \$448,492.
- Step increases for eligible employees, totaling \$351,138.
- Accrued personal leave payouts. Tier 1 employees (hired prior to October 1, 2003) may request the payout of accrued personal leave time up to forty hours. Tier 1 employees also qualify for accrued leave vacation payout for any hours exceeding 200 hours at January 1 of each calendar year. The proposed budgeted amount is \$158,863.

Toby Cotter
City Manager



PREFACE

Community Profile

LOCATION

Ideally situated along the Colorado River, Bullhead City is a thriving community where striking scenic beauty provides the backdrop for a host of attractions and outdoor recreation activities. The City features the Colorado River, miles of natural hiking, thousands of acres of public lands, the Lake Mead National Recreation Area, Arizona's Veteran Memorial, the Colorado River Museum and 24-hour entertainment.

Bullhead City is in northwestern Mohave County, Arizona at the point where Arizona, Nevada and California all meet to form the "tri-state" region. Bullhead City has also been referred to as Arizona's West Coast.

Located halfway between Phoenix and Los Angeles, Bullhead City is easily accessible by car or RV, with U.S. Interstate 40, Nevada Route 95, and Arizona Route 68 nearby. Other transportation options include air service in and out of the Laughlin-Bullhead City International Airport, Amtrak's daily train stops at the station in Needles, California and various bus services.

Bullhead City is directly across the Colorado River from the action, lights, and gaming excitement of Laughlin, Nevada with its 11 major casinos. Las Vegas, with a population of over 1 million, is just 100 miles north.

COMMUNITY

Bullhead City was incorporated on August 28, 1984 and offers a wide range of municipal services and facilities. The incorporated area of the City was 43 square miles until 2006 when an additional 14.38 square miles were annexed, an increase in size of 34%. Bullhead City's population is just under 40,000 residents, but seasonal and short stay visitors significantly increase its winter population.

Bullhead City serves as the economic hub and retail shopping center for Western Mohave County and Southeastern Clark County, Nevada. The City has a sales tax-based economy and does not rely on property tax to fund its operations.

Tourism is the primary economic activity derived from the Laughlin resort/gaming industry, area water sports, golf, fishing, senior and youth sporting events, and the thousands of winter visitors that come to this area for the desert weather and to enjoy more than 300 sunny days per year.

QUALITY OF LIFE

Arizona's lifestyle amenities are thriving here in the Bullhead City area, with recreation opportunities, special events, many area attractions, and a wonderful place to live and work, raise children, or relax and enjoy the benefits of retirement.



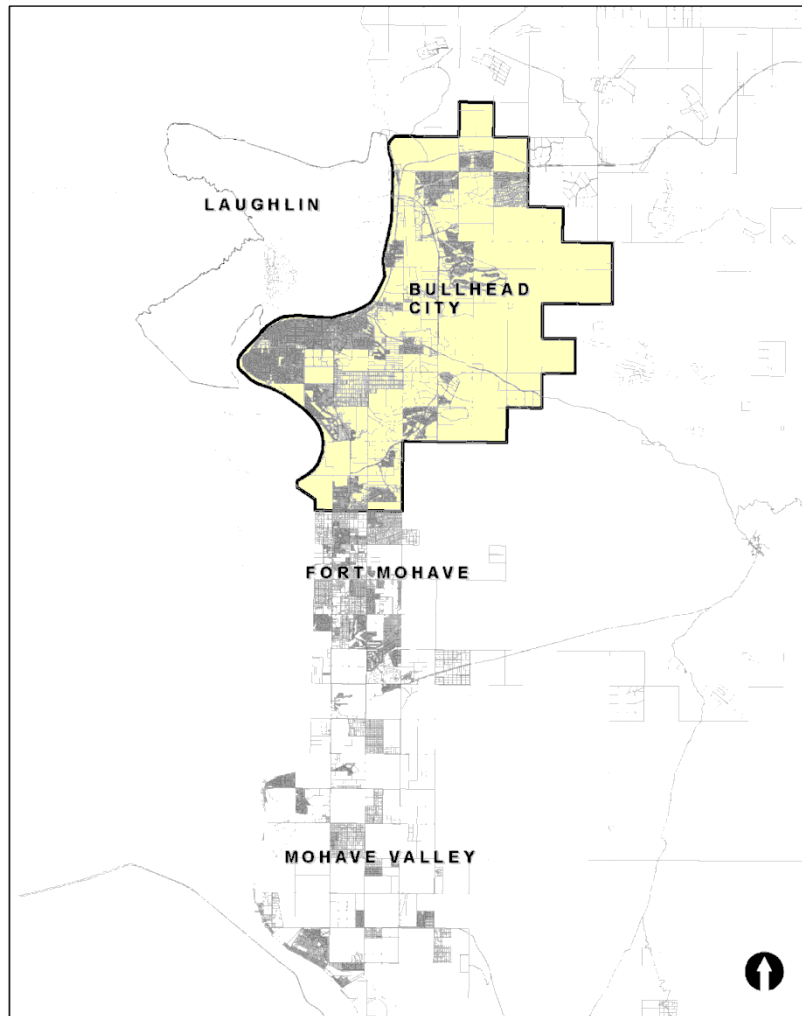
PREFACE

Community Profile

BUSINESS ENVIRONMENT

Bullhead City is on track with a positive business environment attracting investment and growth. Abundant commercial and industrial properties are available and labor costs are competitive. The residential housing market includes a broad price-range for homes in easy reach of schools, churches, shopping, and services.

BULLHEAD CITY MAP





PREFACE

City Statistical Data

SNAPSHOT OF THE CITY OF BULLHEAD CITY

Date of Incorporation.....	August 28, 1984
Form of Government.....	Council/Manager
2017 Population.....	40,252
Population under 18 years.....	18.3%
Population 65 years and over.....	28.0%
High school graduate or higher.....	80.7%
Bachelor's degree or higher.....	11.9%
Median household income 2012-2016.....	\$37,206
Fiscal Year 2018-2019 Budget.....	\$71,332,348
Number of Employees (FTE).....	282.5
Area in Square Miles.....	57.3
Miles of Streets.....	700 lane miles

FACILITIES AND SERVICES

Community Center.....	1
Parks.....	9
Gary Keith Park Acreage.....	21
Community Park Acreage.....	37
Rotary Park Acreage.....	299
Ken Fovargue Park Acreage.....	11
Dean Hackett Park Acreage.....	2
Hardyville Cemetery Acreage.....	0.5
Veterans Memorial Park Acreage.....	3
Section 10 Nature Center Acreage.....	440
Colorado River Heritage Park Acreage.....	3
Section 20 Heritage Trail Miles.....	2.1
Lakeside Heritage Trail Miles.....	0.5
Rotary Park Heritage Trail Miles.....	2.7
Ramadas.....	65
Ballfields.....	11
Soccer Field Acreage.....	44
Swimming Pools.....	1



PREFACE

City Statistical Data

POLICE PROTECTION

Number of Sworn Officers.....	71
Number of Events Responded to	49,110
Number of Criminal Arrests	2,367
Number of Traffic Citations.....	4,537
Number of Police Stations.....	1
Number of Police Vehicles (excluding boats).....	71

TRANSIT

Dial-a-BATS Rides per year	9,253
Senior Demand Service Riders per year.....	1,847
Red Line Riders per year.....	103,946
Blue Line Riders per year.....	53,967
Green Line Riders per year	9,484



PREFACE

Budget Process

Each year, using a zero-based budgeting process, the City of Bullhead City's budget is developed by the Finance Department in conjunction with the individual departments, the City Manager, Mayor and Council, and general citizen input.

PURPOSE OF THE BUDGET

The fundamental purpose of the City's budget is to link what we want to accomplish for the community with the resources necessary to do so. The budget process does this by setting City goals and objectives, establishing reasonable timeframes and organizational responsibility for achieving them, and allocating resources for programs and projects. To this end, the budget serves four roles:

POLICY DOCUMENT- Sets forth goals and objectives to be accomplished and the fundamental fiscal principles upon which the budget is prepared

FISCAL PLAN - Identifies and appropriates the resources necessary to accomplish objectives and deliver services and ensures that the City's fiscal health is maintained

OPERATIONS GUIDE - Describes the basic organizational units and activities of the City

COMMUNICATION TOOL - Provides the public with a blueprint of how public resources are being used and how these allocations are made

PREPARATION AND REVIEW PROCESS

The budget development is headed by the City Manager and the Finance Director along with the city's department heads. Budget preparation begins with Mid-year Budget Review in December with projections of the City reserves, revenues and expenditures. The City expenditure limitations and financial capacity are also evaluated. It is with this ground work that departmental expenditure requests are made and subsequently reviewed. Below are the phases of the City's budget process.

FINANCIAL CAPACITY PHASE - Forecasting is an integral part of the decision-making process. Both long range and short-term projections are prepared. The City's current financial capacity will be evaluated based upon the current fiscal condition given existing City programs. The future financial capacity will be assessed considering long range plans and objectives. As part of the internal process, a three-year revenue forecast is prepared for each major fund. A five year General Fund forecast is prepared and can be found in the Budget Summaries section of this document.



PREFACE

Budget Process

POLICY/STRATEGY PHASE - The City Council's goals and directives set the tone for the development of the budget. The Council identifies key policy issues that will provide the direction and framework of the budget. It is within this general framework that department budget requests are formulated. Aside from Council's objectives, the departments identify and discuss their own policy issues with the City Manager. Budget meetings and workshops include discussion of citywide goals and objectives, budgeting guidelines for the operating and capital budgets, timelines, and an overview of fiscal constraints and resources available for allocations.

NEEDS ASSESSMENT PHASE - In this phase; the departments have an opportunity to assess current conditions, programs, and their needs. Examination of current departmental programs or positions for possible trade-off reduction or elimination is strongly suggested. During this phase, departments are encouraged to thoroughly review all programs and services, assessing their value and priority to the citizens. Additionally, the departments reassess service levels and performance measures. They then attempt to provide the best fit of resource allocation with service performance estimates. From this process, preliminary departmental budgets are prepared.

REVIEW/DEVELOPMENT PHASE - Within the framework of the City's financial capacity and Council and City Manager priorities, departmental needs assessments and budget requests are reviewed. From this, a preliminary citywide operating budget takes shape.

ADOPTION PHASE - During the month of April or May, the City Manager submits to the City Council a proposed Operating Budget for the fiscal year commencing the upcoming July 1. Council meets with the City staff in workshops to discuss the budget proposal and to fine tune Council's policies, programs and objectives. A public hearing is held and the budget is finally adopted prior to July 1.

IMPLEMENTATION PHASE - Management control of the budget is maintained by conducting budget performance reviews throughout the fiscal year. The reviews are aimed at examining revenue and expenditure patterns and recommending any corrective action that may be necessary. Additionally, records are maintained to evaluate ongoing programs, services, and performance measures.

BUDGET CALENDAR

A calendar is prepared for the annual budget development. This budget year's budget calendar is presented on the next page.

PREFACE

Budget Calendar

NOVEMBER- DECEMBER

Archive prior year budget records
Roll forward budget fiscal year
Import current year budget
Distribute budget instructions
Schedule Mid-Year Budget Meetings with City Departments

- 4** Budget System available for submitting proposed budget
- 8-24** Mid-Year Budget Review
- 11** Budget Bootcamp
- 29** Deadline to submit any proposed fee changes

JANUARY

- 12** Deadline to complete proposed budget submissions
- 12** Mission Statements, Achievements, Goals & Performance Measures due
- 19** Proposed Capital Plan Worksheets due

FEBRUARY

- 6** Council Work Session on proposed fee
- 7-28** Proposed Budget Meetings with

MARCH

changes
Departments

APRIL

- 20** Proposed Budget Book to Council
- 30** Council Budget Work Session

- 1-2** Council Budget Work Sessions
- 15** Fee changes adopted

MAY

JUNE

- 5** Tentative Budget adopted
- 10 & 17** Publish Tentative Budget
- 19** Final Budget adopted



PREFACE

FY18 Budget Graph

Total Budget \$71,332,348

General Fund \$28,152,035	Special Revenue Funds \$8,582,766	Debt Service Funds \$4,741,702	Capital Projects Funds \$7,997,071	Enterprise Funds \$14,308,892	Internal Service Funds \$7,549,882
Police \$13,437,975	HURF \$3,760,249	Sewer Imp District #3 \$1,902,498	Drainage Improvements \$1,372,571	Wastewater \$14,133,892	NAEBT \$4,035,597
General Government \$4,100,256	Transit \$1,389,577	Sewer Imp District #2 655,263	BHC/Laughlin Bridge \$3,098,704	Water Resources \$175,000	Fleet Services \$2,109,115
Culture-Recreation \$3,302,896	Special Events \$326,178	Excise Tax Refunding \$1,845,563	Park Improvements \$1,321,884		Risk Management \$1,405,170
Judicial \$1,390,176	Water Impost \$1,425,736	BHC/Laughlin Bridge \$222,721	Street Lighting Districts \$68,912		
Legal Services \$1,103,612	BHC Senior Nutrition \$360,520	Laughlin Ranch Blvd \$115,657	Transportation \$1,135,000		
Financial Administration \$827,972	Pest Abatement \$153,386		Laughlin Ranch Blvd \$1,000,000		
Animal Care & Welfare \$720,494	Special Assessments \$63,603				
Executive \$520,584	RICO \$72,881				
Legislative \$347,167	Arts \$11,471				
Public Works \$184,822	Real Estate Owned \$5,000				
Personnel Administration \$176,787	Court \$175,385				
Economic Development \$119,477	Grants CDBG/HOME \$441,412				
Elections \$50,850	Grants Police \$156,752				
Debt Service \$2,124	Grants Victim Assistance \$140,616				
Capital Outlay \$666,843	Grants General \$100,000				
Contingency \$1,200,000					



INTRODUCTION

Organizational Values

MISSION STATEMENT

It is the goal of the City of Bullhead City to enhance the quality of life and promote a sense of community to residents by providing quality public services in a responsible, efficient and effective manner.

VALUE STATEMENT

We respect the confidence and trust that our colleagues and citizens place in us. We take responsibility for our actions and conduct ourselves with **PRIDE**

PROFESSIONALISM

We strive for the highest degree of skill and competence in our tasks. We lead by example and work as an integrated team.

RESPONSIBILITY

We accept full responsibility for the quality and timely completion of our assigned duties. We are accountable for our actions and accept responsibility for our decisions.

INTEGRITY

We are honest and truthful and believe integrity in the basis of community trust. We are compassionate and caring and make our decisions without favoritism or prejudice.

DEDICATION

We are dedicated to serving our citizens with courtesy loyalty and respect and to building a stronger community. We strive to be role models promoting a positive image of our City.

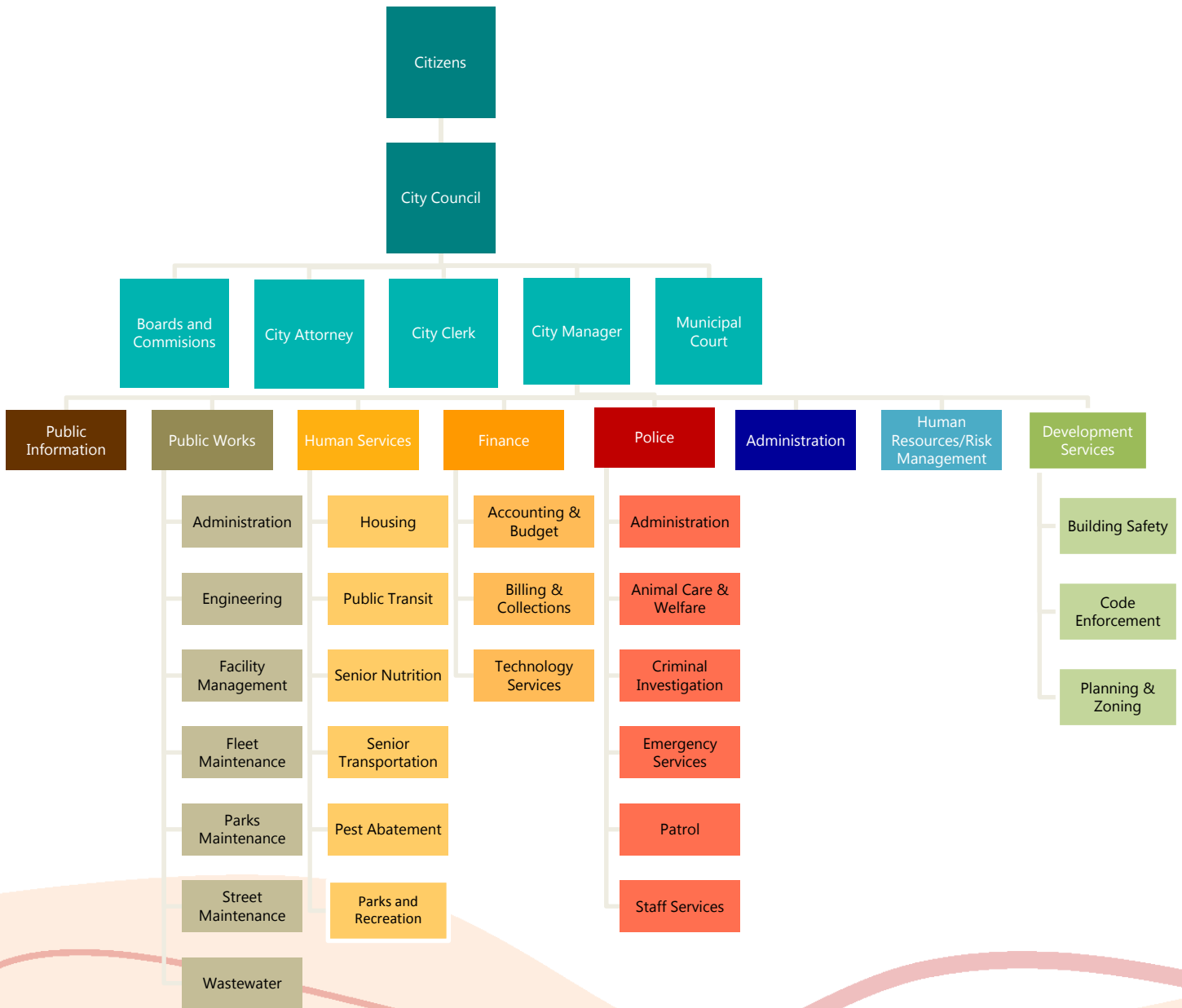
EXCELLENCE

We strive for excellence in all aspects of our duties and approach every task determined to succeed. We believe in doing what is right and holding ourselves to the highest standards of ethical conduct in all that we do.



INTRODUCTION

Organizational Chart





INTRODUCTION

City Officials



THOMAS BRADY

MAYOR

MARK CLARK

VICE MAYOR

KATHY BRUCK

COUNCILMEMBER

STEVE D'AMICO

COUNCILMEMBER

TAMI RING

COUNCILMEMBER

SHEILA SHUTTS

COUNCILMEMBER

ANNETTE WEGMANN

COUNCILMEMBER

The City of Bullhead City operates under the Council-Mayor form of government in accordance with Arizona Revised Statutes. Legislative authority is vested in a seven-member City Council consisting of a Mayor and six council members elected at large for a term of four years. The Mayor and Council appoint the City Manager and such other officers deemed necessary and proper for the orderly government and administration of the affairs of the City, as prescribed by the constitution and applicable laws and ordinances.



POLICIES AND COMMON QUESTIONS

Budget Policy

PURPOSE

Not unlike other cities, Bullhead City has limited resources and thus limited numbers of programs or services that can be provided. Therefore, the methods used and fundamental choices made are at the very heart of the budgeting process. The primary purpose of the budget is to provide the plan and resources to deliver services and accomplish the goals as set forth for a given year. The budget is predicated on the principle that the City operates as efficiently as possible.

The focus of the City of Bullhead City's budget policy is the process by which a budget is formulated from department request to the Mayor and Council adoption, including the adoption of the Five-Year Capital Improvement Plan and other issues presented to the Mayor and Council during the budget process.

POLICY

Annual Budget: An operating budget is adopted by the City Council on an annual basis.

Balanced Budget: The annual operating budget balances approved expenditures with anticipated revenue and estimated surplus. The annual operating budget presents expenditure request and estimated revenues for all governmental funds. The City will strive to avoid budgetary and accounting procedures which balance the current budget at the expense of future budgets (i.e., postponing expenditures). All budgetary procedures will conform to existing state and local regulations.

Revenue Projections: A three-year revenue forecast is prepared early on each year during the budget process in accordance with the provisions of the administrative regulation entitled Revenue Policy (AR 2-7). Revenue estimations are based on an analysis of past revenue trends and current fiscal conditions.

Future Funding: Analyses will be made to determine if current budget proposals have available funding sources in future years.

Contingency: A reserve for contingencies will be established each year to provide for emergencies or unforeseen needs.

Goals: Management staff and department directors shall develop departmental goals that relate to the department mission statement which in turn directly relates to and supports the City mission statement. Goals are to be stated in specific, measurable terms. They should also be results oriented and directly relate to the performance measures. The financial and performance goals will be approved by Council.

Objectives: Management staff and department directors shall determine the objectives that describe how to accomplish goals. They also specify what departments and programs expect to accomplish during the budget year. As with the goals, objectives need to be specific and measurable and they need to directly relate to the performance measures.



POLICIES AND COMMON QUESTIONS

Budget Policy

Performance Measures: Performance measures are used to determine at what level goals and objectives are being met. Performance measures help to improve the quality of decisions, enhance accountability and improve productivity. Staff will present to Council quarterly reports that will be used to measure and evaluate the progress made in achieving the financial and service delivery goals.

Charges and Fees: Charges and fees are reviewed and adjusted annually, more often if necessary. To ensure that rates are equitable and cover the total cost of the service, charges and fees are evaluated based on factors such as the impact of inflation, other cost increases, and current competitive rates.

Mid-year Budget Review: An assessment of revenue sources is conducted. Expenditure analysis includes adjustments for inflation, workload increases/decreases, and other changes that might have a significant impact on the budget.

Budget Summary: A concise summary and guide to the key issues and aspects of the operating and capital components of the adopted budget shall be available to the public.



Debt Policy

PURPOSE

This debt policy is intended to sustain and augment the City's financial stability, to assess the City's long-term capacity to issue and repay debt, and to control debt issues which assist the City in satisfying its capital needs. This debt policy shall serve to:

- Enhance the quality of decisions by imposing order and discipline, and promoting consistency and continuity in decision making.
- Rationalize the decision-making process.
- Identify realistic, usable and financially sound objectives for staff to implement.
- Enable the City to plan debt issuance financing to achieve its objectives.
- Demonstrate a commitment to long-term financial planning goals.
- Improve the City's credit worthiness by establishing controls on its debt burden.
- Gain positive ratings by the agencies in reviewing credit quality.

POLICY

The City will issue bonds for capital improvements and will publish and distribute an official statement for each bond and note issue. The City will not issue notes to finance operating deficits and will provide continued financial disclosure per the National Federation of Municipal Analysts to ensure the continued marketability of City's issue debt.



POLICIES AND COMMON QUESTIONS

Investment Policy

PURPOSE

The purpose of this investment policy is to establish normal guidelines for investment of the City of Bullhead City funds. This policy is consistent with relevant state and federal laws and regulations.

POLICY

Investment Philosophy: The City of Bullhead City will invest public funds in a manner which will provide the highest investment return with the maximum security while meeting the daily cash flow demands of the City and conforming to all state and local statutes governing the investment of public funds. Investment Emphasis: Investment of the City funds will emphasize the preservation of principal with safety, credit risk, interest risk, liquidity and yield being the primary factors considered. Reserve Funds Investment: Only funds in excess of minimum cash reserve levels (six to eight weeks of operating costs) may be invested outside the Arizona Local Government Investment Pool.



Capital Improvement Policy

PURPOSE

The Capital Improvement Plan serves as a guide for the City in determining priorities, identifying resources and scheduling the development of capital projects. The plan serves to:

- Move master plans and studies into projects.
- Establish short-term priorities.
- Establish long-term goals and objectives.
- Facilitate long range financial planning.

POLICY

The City shall prepare and annually update a five-year Capital Improvement Plan. The scope of the plan shall identify projects, their costs, revenue sources and amounts needed to finance them and will incorporate all community capital improvements. Operating funds needed to maintain capital improvements and additional staff needs will be estimated and identified prior to making the decision to undertake specific capital improvements. All capital improvements shall be compatible with the General Plan. Citizen participation shall be strongly encouraged throughout the process of developing and adopting the Capital Improvement Plan.



POLICIES AND COMMON QUESTIONS

Revenue Policy

PURPOSE

It is the goal of the City to maintain a diversified and stable revenue system to shelter it from short-run fluctuations in any one revenue source.

POLICY

- Annual revenues will be estimated by an objective, analytical process. Revenue estimates will only be made for those revenues received as a result of current laws.
- The City will establish all user charges and fees at a level related to the full cost of providing the services. City fees and charges are reviewed annually to determine rates and fee schedules.
- The City will aggressively pursue all unpaid taxes, fines and fees.
- The City will avoid dependence on temporary revenues to fund recurring government services.
- New residential and commercial developments will be required to financially participate in the provision of City infrastructure for that development.
- Only annexations which have a positive fiscal impact will be pursued.
- A comparison of revenue sources and rates with other jurisdictions will be undertaken, to identify inequities and create uniformity in revenue management.
- Projected revenues will be compared, on a quarterly basis with actual revenues so that expenditures can be modified, as needed, throughout each fiscal year.
- The City will support the Enterprise Fund operations with temporary subsidies from the General Fund to the extent necessary to maintain effective operations of the wastewater system. When in a position to do so, the Enterprise Fund will repay the General Fund for all monies advanced to support the operations.



POLICIES AND COMMON QUESTIONS



Reserve Policy

PURPOSE

To meet its responsibility for sound financial management, the City has set standards for achieving and maintaining fund reserves.

POLICY

The City intends to maintain the fund balance and retained earnings of the General and Enterprise funds at levels sufficient to protect the City's creditworthiness as well as its financial positions from unforeseeable emergencies.

- The City will strive to maintain the General Fund undesignated fund balance at thirty percent (30%) of the current year budget expenditures.
- The City will strive to achieve and maintain a positive retained earnings position to provide sufficient reserves for emergencies and revenue shortfalls in the Enterprise Fund. An operating reserve will be established and maintained at fifteen percent (15%) of the current year budget appropriation for operation, maintenance and recurring capital, which is defined as the total Enterprise Fund budget less debt service and capital project expenditures.
- Should either the General Fund or Enterprise Fund fail to meet its reserve goal, the other fund will retain sufficient reserves to protect against any anticipated or unforeseeable emergencies that may occur. Fund balance and retained earnings shall be used only for non-recurring expenditures or major capital purchases that cannot be accommodated through current year savings. Should such use reduce the balance below the appropriate level set as the objective of that fund, restoration recommendations will accompany the decisions to utilize said balance.



POLICIES AND COMMON QUESTIONS

Frequently Asked Questions

The Budget process for the City of Bullhead City is designed to meet the citizens' needs for information and input; the decision makers' need for information and advice from citizens on their desired blend of services; and the time line set by the State of Arizona through Arizona Budget Law

WHEN DOES "BUDGET SEASON" START?

The budget process for the City of Bullhead City typically begins in late September each year when the Finance Department begins to review the rate and fee structures, current services provided the Council Goals and Objectives, the proposed capital improvement plan, and the financial plans.

However, the budget process for the City of Bullhead City is actually an ongoing process throughout the year. During each fiscal year, new initiatives for services, new regulations, new funding sources, better methods for providing existing services and new concerns are brought forward by citizens and staff to the City Council for discussion, study and implementation. City Boards and Commissions spend time throughout the year developing plans for new or enhanced programs to be included in the following year's budget proposal.

WHAT IS A BUDGET?

A budget is a planning tool which identifies the work plan for the City for the fiscal year and matches the financial material and human resources available with the requirements to complete the work plan. It also includes information about the organization, and identifies the policy direction under which the budget was prepared. The budget basically tells you what the organization intends to do with the financial resources.

WHAT IS A FUND-BASED BUDGET?

The accounts of the City are organized on the basis of funds, each of which is considered a separate entity accounted for with a separate set of self-balancing accounts that comprise its assets, liabilities, fund equity, revenues and expenditures.

WHAT BASIS OF ACCOUNTING/BUDGETING DOES THE CITY USE?

The budgets of governmental fund types (General, Special Revenue, Debt Service and Capital Projects) are prepared on a modified accrual basis. Briefly, this means that expenditures are recorded when the related fund liability is incurred, and revenues are recognized only when they are measurable and available.

The Enterprise Fund (Wastewater/Sewer Development/Water Resources) also recognize expenditures as encumbrances when a commitment is made (e.g., through a purchase order). Revenues, on the other hand, are recognized when they are obligated to the City (for example, water user fees are recognized as revenue when service is provided). In all cases when goods and services are not received by year-end, encumbrances lapse.



POLICIES AND COMMON QUESTIONS

Frequently Asked Questions

The Comprehensive Annual Financial Report (CAFR) shows the status of the City's finances on the basis of "generally accepted accounting principles" (GAAP). In most cases, this conforms to the way the City prepares its budget. Exceptions are as follows:

- Compensated absences liabilities that are expected to be liquidated with expendable available financial resources are accrued as earned by employees (GAAP) as opposed to being expensed when paid (budget).
- General staff administrative charges are recognized as direct expenses of the Enterprise Funds on a GAAP basis as opposed to being accounted for and funded by operating transfers into the General Fund for each enterprise fund on the Budget basis.
- Capital outlays with the Enterprise Funds are recorded as assets on a GAAP basis and expenses on a Budget basis.
- Depreciation expense is recorded on a GAAP basis only.

The Comprehensive Annual Financial Report shows fund expenditures and revenues on both a GAAP basis and Budget basis for comparison purposes.

HOW CAN I FIND OUT WHAT A DEPARTMENT IS DOING?

Departments are organizational units, formed on the basis of compatible services. Departments provide services based on departmental goals and objectives to fulfill work plans. In some cases, a department will work within several funds. For example, some of the Public Works Department's budget is funded through the Wastewater Fund and Streets Fund. Although each of the operations in these funds is different, they are similar enough that efficiencies are obtained by having teamwork between the various programs.

Each department prepares a budget that includes information about the department and matches the financial, material, and human resources available with the requirements to complete both the department and the fund work plans.

WHY DOES A CITY CREATE A BUDGET?

All cities in Arizona are required to adopt a budget annually. State law also defines the fiscal year that begins on July 1 and ends on June 30. However, even if there were no legal requirements to budget, the City of Bullhead City would complete a budget. The budget process allows City staff to review City Council Goals and Objectives in a formal setting, determine what will be required to meet those objectives, develop an implementation plan, and share that information with citizens and decision-makers.

HOW DO YOU KNOW HOW MUCH MONEY THE CITY WILL HAVE?

Staff develops projections each year for each type of revenue the City receives in each fund, based on specific knowledge of some factors and assumptions about others. For example, capital projects scheduled in one year may extend into another fiscal year before completion. Before revenue projections can be finalized for each fiscal year, the project construction (expense) schedule must be set so that reimbursement dates for grant revenues may be determined and revenue budgeted as accurately as possible in each fiscal year.

Many revenue estimates must be made based on assumptions about general economic conditions. For example, development related revenues (building permits, system development charges, and requests for new wastewater service connections) are based on assumptions about what development will occur during the coming year. Revenue estimates are made cautiously since estimates that are too high may result in an expenditure budget that will not be supported.



POLICIES AND COMMON QUESTIONS

Frequently Asked Questions

WHAT DOES CITY STAFF DO TO DEVELOP THE BUDGET?

In October, City staff begins to prepare for the coming budget cycle. Staff evaluates current services and identifies issues to be addressed during budget hearings. Primary factors considered by staff in making recommendations include:

- Relevant federal, state, or city regulations or needs that affect services provided by a department.
- Council position, policy statement, or general consensus regarding service.
- Service deficiencies that have been identified through complaints, observations, or citizen survey data.
- Demographics, neighborhood data, or trends in demand for services.
- Special interest, neighborhood data, or trends in demand for services.
- Special studies or reports that have identified a need for a service.
- Annual equipment assessments and inventories, which have identified a deficiency.
-

Once the Council goal setting retreat has addressed the issues, and given policy direction for development of the budget, staff turns its attention to putting numbers on paper. Factors that will play into budget planning at this point include:

- Known cost factors including such items as postal rate increases, contribution rates to employee pension and retirement funds, and other similar costs.
- Required elements of the budget such as insurance costs, utility costs, and vehicle maintenance costs are developed.
- Capital projects that have been recommended by facility plans or special area land-use plans, or have been requested by citizens.
- A price list is developed for anticipated costs on items in the general category of supplies and contractual services. This list includes costs for any anticipated major capital expenditures because expenditures of this nature usually require a considerable amount of budget planning. Cost factors in this area tend to be more susceptible to inflation.
- The cost of employee salaries is the largest expenditure in the City budget. Therefore, careful attention is given to step increases, cost-of-living adjustments, or any other major change in the employee salary schedule.
- Changes in employee fringe benefits, such as changes affecting vacation policy, overtime, holidays, uniform allowances, health insurance, and sick leave affect expenditures.
- General economic fluctuation can be one of the most difficult considerations when preparing a budget. In recent years even the best economists have encountered difficulty in predicting the performance of the economy. Also, any local event impacting significantly on the local economy is taken into consideration. The failure or inability to conservatively consider projected economic activity can cause significant financial problems.

As with the revenue estimates, fiscal prudence demands that expenditure estimates be as accurate as possible. Departments submit their budgets to the Finance Department for review. Budget staff reviews the budgets in detail, checking the accuracy and reasonableness of projections, and ensuring that all required elements of the budget are correct. The Finance Department staff then conducts a technical review of each department's budget to gain a comprehensive understanding of their approach and to quantify their numbers.

Once the analysis is completed, each department meets with the City Manager who reviews the budget with department staff to be sure that planned activities are in line with Council Goals and Objectives. The Finance Department then develops a budget document to present to the Public, Mayor, and City Council for review and adoption.



POLICIES AND COMMON QUESTIONS

Frequently Asked Questions

CAN YOU AMEND THE BUDGET ONCE IT IS ADOPTED?

During the fiscal year, the City Manager may at any time transfer any unencumbered appropriation balance or portion thereof between general classifications of expenditures within a department or fund. At the request of the City Manager, the Council may at any time transfer any unencumbered appropriation balance or portion thereof between general classification or expenditures from one department or fund to another.

IS THE BUDGET EVER EVALUATED?

During the course of the fiscal year expenditures and revenues are monitored regularly and compared to budget projections. Quarterly operating reports are prepared that: provide a quarterly status of revenues and expenditures compared to the budget and detail reasons for variances, update the status of each department's work plan and the capital improvement plan, and provide information on the status of the City's investments.

At the close of the fiscal year, a Comprehensive Annual Financial Report (CAFR) is prepared which includes financial statements which report on the financial condition of the City. During the budget process, that information is used to compare the projections of revenues and expenditures made during the prior fiscal year to the actual revenues and expenditures for a given fiscal year. Current year and future year assumptions about revenues and expenditures may be changed depending on how accurate projections were.

DOES THE CITY HAVE A DEBT LIMIT?

The Arizona Constitution states that for general municipal purposes a municipality cannot incur a debt exceeding 6% of the assessed valuation of taxable property. The City can incur debt up to 20% for infrastructure, sewer, water, parks, etc. The current debt limit for the City as of June 30, 2018 is as follows:

6%	\$16,752,190
20%	\$55,840,634

At this time the City does not have any General Obligation Bond debt. A schedule of the City's Municipal Property Corporation Bonds, Excise Tax Bonds, and Special Assessment Bonds can be found in the Debt Service section of this book.

WHO DO I CONTACT IF I WANT MORE INFORMATION?

All requests for public information in the City of Bullhead City are handled by the City Clerk's office. Please call (928) 763-9400 or visit our website at www.bullheadcity.com



BUDGET SUMMARIES

Five Year Financial Forecast

The General Fund Five-Year Financial Forecast provides anticipated revenues and expenditures with current service levels as a basis for the forecast. Hence, the forecast years use projected annual growth rates. Total revenue for "Historical" years 2013-2017 has a compound annual growth rate (CAGR) of 5.0%. Projected revenue growth is lower (CAGR of 3.8%) to reflect a more conservative level of revenue growth given that the local economy is based on tourism, which can be a volatile dynamic.

Economists are predicting a mild recession in 2020. Therefore a lower revenue growth rate helps the city to better handle the next recession. In addition, Governments will always experience cycles of ups and downs in revenues. Because of this fact, the City has historically been conservative in forecasting general fund revenues.

The city does not receive any property tax revenue. Local city sales tax, approximately one-half of General Fund revenue, is projected to grow an average of 4.0% during fiscal years 2020-2023. The business classes of retail, bars and restaurants and construction are major sources of our tax collections. State shared revenues, approximately two-fifths of General Fund revenue, also are projected to grow an average of 4.0%. Most of the state shared revenues are distributed by a population factor. The other revenues are projected to grow an average of 2.3% during the forecast period.

Personnel expenditures are projected to increase an average of 3.0% per year. This includes wages, healthcare, pension cost, taxes and other benefits. All other expenditures (M&O, Property, and Transfers) are projected to grow 1.0% per year.

The forecast model shows revenues are projected to grow faster than expenditures (CAGRs of 3.8% vs. 1.8%). As more information becomes available on capital projects, the forecasted surpluses could be used to fund the projects.

The forecast model projects surpluses for four of the five years. Capital projects funding from the general fund has been modest in its history. The last few years there has been a greater investment in providing more amenities to attract visitors to the area, in turn bringing in more revenue for the City. The development of more beaches along the Colorado River in Community Park has been a major focus.

The forecast will be presented at least quarterly to the City Manager and/or Council as part of the financial reports and used in preparation of the annual budget document. Updates will be made for actual revenue receipts, expenditures and as other factors become known.



BUDGET SUMMARIES

Five Year Financial Forecast

Bullhead City General Fund	Historical						Av Annual \$ Change	CAGR
	2013	2014	2015	2016	2017			
General Fund Revenues								
Property Tax	-	-	-	-	-			
Sales Tax	10,298,557	10,820,754	11,283,689	12,077,531	12,791,595	623,259	5.6%	
Franchise Fees	658,933	677,342	686,850	706,887	733,892	18,740	2.7%	
State Shared	9,116,950	9,756,223	10,433,951	10,646,338	10,735,447	404,624	4.2%	
Hotel	-	70,717	34,423	74,792	75,076	18,769	2.0%	
Business Fees	469,186	569,894	654,065	634,701	616,791	36,901	7.1%	
Charges for Services	942,237	1,108,197	1,073,403	1,089,669	1,122,814	45,144	4.5%	
Other Revenue	1,202,148	1,228,725	1,234,643	1,316,623	1,457,263	63,779	4.9%	
Other Sources	60,532	379,200	8,412	138,927	81,533	5,250	7.7%	
	22,748,543	24,611,053	25,409,436	26,685,469	27,614,411	1,216,467	5.0%	
General Fund Expenses								
Personnel								
Personnel-Wages	10,688,960	10,879,249	10,948,186	11,483,686	11,939,104	312,536	2.8%	
Personnel-Taxes & other benefits	2,238,812	2,438,159	2,524,119	2,702,234	2,793,432	138,655	5.7%	
Personnel-Health	2,204,210	2,239,851	2,317,555	2,090,343	2,233,263	7,263	0.3%	
Subtotal	15,131,981	15,557,259	15,789,860	16,276,263	16,965,799	458,454	2.9%	
M&O								
General M & O	1,954,737	1,820,071	2,031,504	2,060,492	2,185,375	57,660	2.8%	
Utilities	707,059	738,267	694,777	733,195	683,721	(5,835)	-0.8%	
Minor R & M	358,801	495,628	467,021	482,356	528,265	42,366	10.2%	
Prison inmate costs	642,131	641,268	607,383	464,991	420,384	(55,437)	-10.0%	
Economic Development	138,879	136,381	144,649	154,981	414,090	68,803	31.4%	
Property & Risk	639,317	639,858	645,852	658,032	547,843	(22,868)	-3.8%	
Supplies	877,953	928,157	910,180	821,565	894,476	4,131	0.5%	
Subtotal	5,318,876	5,399,629	5,501,366	5,375,611	5,674,154	88,819	1.6%	
Property								
Minor	9,632	6,118	6,487	16,835	6,951	(670)	-7.8%	
Major	156,131	328,268	170,802	382,119	246,763	22,658	12.1%	
Subtotal	165,763	334,387	177,289	398,954	253,714	21,988	11.2%	
Capital/Debt/Transfers	2,122,326	2,084,599	2,071,937	3,107,634	3,739,636	404,328	15.2%	
Total Expenditures	22,738,946	23,375,874	23,540,452	25,158,462	26,633,302	973,589	4.0%	
Net Surplus/(Deficit)	9,597	1,235,179	1,868,984	1,527,007	981,109			



BUDGET SUMMARIES

Five Year Financial Forecast

Bullhead City General Fund	Five-Year Financial Forecast						CAGR
	Adopted 2018	Current 2019	Projected				
			2020	2021	2022	2023	
General Fund Revenues							
Property Tax	-	-	-	-	-	-	
Sales Tax	13,332,619	13,789,160	14,340,726	14,914,355	15,510,930	16,131,367	4.0%
Franchise Fees	738,800	748,100	763,062	778,323	793,890	809,767	2.0%
State Shared	11,105,195	11,489,191	11,948,759	12,426,709	12,923,777	13,440,728	4.0%
Hotel	74,000	75,000	75,750	76,508	77,273	78,045	1.0%
Business Fees	674,080	886,876	915,256	944,544	974,770	1,005,962	3.2%
Charges for Services	1,553,550	1,656,636	1,707,992	1,760,939	1,815,529	1,871,810	3.1%
Other Revenue	1,294,146	1,266,750	1,304,753	1,343,895	1,384,212	1,425,738	3.0%
Other Sources	62,343	69,989	70,689	71,396	72,110	72,831	1.0%
	<u>28,834,733</u>	<u>29,981,702</u>	<u>31,126,986</u>	<u>32,316,670</u>	<u>33,552,489</u>	<u>34,836,249</u>	<u>3.8%</u>
General Fund Expenses							
Personnel							
Personnel-Wages	12,236,848	12,652,546	13,032,122	13,423,086	13,825,779	14,240,552	3.0%
Personnel-Taxes & other benefits	3,565,903	3,747,597	3,878,763	4,014,520	4,155,028	4,300,454	3.5%
Personnel-Health	2,499,185	2,605,937	2,658,056	2,711,217	2,765,441	2,820,750	2.0%
Subtotal	<u>18,301,936</u>	<u>19,006,080</u>	<u>19,568,941</u>	<u>20,148,823</u>	<u>20,746,248</u>	<u>21,361,756</u>	<u>3.0%</u>
M&O							
General M & O	3,039,243	3,320,832	3,354,040	3,387,581	3,421,457	3,455,671	1.0%
Utilities	724,843	814,197	822,339	830,562	838,868	847,257	1.0%
Minor R & M	545,299	523,045	528,275	533,558	538,894	544,283	1.0%
Prison inmate costs	442,000	357,000	360,570	364,176	367,817	371,496	1.0%
Economic Development	475,000	100,000	101,000	102,010	103,030	104,060	1.0%
Property & Risk	689,041	709,711	716,808	723,976	731,216	738,528	1.0%
Supplies	1,107,557	1,180,466	1,192,271	1,204,193	1,216,235	1,228,398	1.0%
Subtotal	<u>7,022,983</u>	<u>7,005,251</u>	<u>7,075,304</u>	<u>7,146,057</u>	<u>7,217,517</u>	<u>7,289,692</u>	<u>1.0%</u>
Property							
Minor	8,950	23,908	24,147	24,389	24,632	24,879	1.0%
Major	188,407	272,826	275,554	278,310	281,093	283,904	1.0%
Subtotal	<u>197,357</u>	<u>296,734</u>	<u>299,701</u>	<u>302,698</u>	<u>305,725</u>	<u>308,783</u>	<u>1.0%</u>
Capital/Debt/Transfers	4,185,534	4,635,303	4,181,656	4,223,473	4,265,707	4,308,364	-1.8%
Total Expenditures	<u>29,707,810</u>	<u>30,943,368</u>	<u>31,125,602</u>	<u>31,821,050</u>	<u>32,535,197</u>	<u>33,268,595</u>	<u>1.8%</u>
Fund Balance Budgeted	873,077	961,666					
Net Surplus/(Deficit)	<u>-</u>	<u>-</u>	<u>1,384</u>	<u>495,620</u>	<u>1,017,292</u>	<u>1,567,654</u>	



BUDGET SUMMARIES

Use of Fund by Departments

Department	FUND																										
	GF	ST	TR	SE	CD	WI	SA	SN	PG	MG	CE	DV	CG	RI	CJ	AF	CF	RE	DI	SL	WW	SD	WR	NB	FS	RM	
Public Safety	√								√CR					√CR													
Health	√							√																			
General Government	√		√CR	√CR		√CR	√CR	√CR													√CR		√CR				
Culture Recreation	√			√CR						√CR						√CR											
Legal Services	√					√CR						√CR										√CR					
Judicial	√										√CR		√CR		√CR		√CR						√CR				
Financial Administration	√					√CR	√CR	√CR													√CR	√CR					
Executive	√					√CR													√CR	√CR		√CR					
Legislative	√					√CR																√CR					
Public Works	√	√CR				√CR																√CR	√CR				
Personnel Administration	√																					√CR			√CR		√CR
Economic Development	√																										
Housing						√														√CR							
Capital Outlay	√		√							√	√										√		√	√			
Streets		√																			√	√					
Wastewater Operations																						√					
Fleet Services																										√	
Risk Management																											√

Operating and Capital: GF-General Fund, ST-Streets Fund, TR-Transit, SE-Special Events, CD-CDBG/HOME Grants, WI-Water Impost, SA-Special Assessments Administration, SN-Senior Nutrition, PG-Police Grants, MG-Grants Fund, CE-Court Enhancement, DV-Domestic Violence Assistance, CG-Court Fill the Gap, RI-RICO, CJ-Court Judicial Collection Enhancement, AF-Arts Fund, CF-Court FARE, RE-Real Estate Owned, DI-Flood Control, SL-Street Lighting District, WW-Wastewater, SD-Sewer Development, WR-Water Resources

Internal Service Funds: NB-Northwest Arizona Employee Benefit Trust, FS-Fleet Services, RM-Risk Management

Note: If the fund only provides support due to a cost recovery, a CR will be noted after √.



BUDGET SUMMARIES

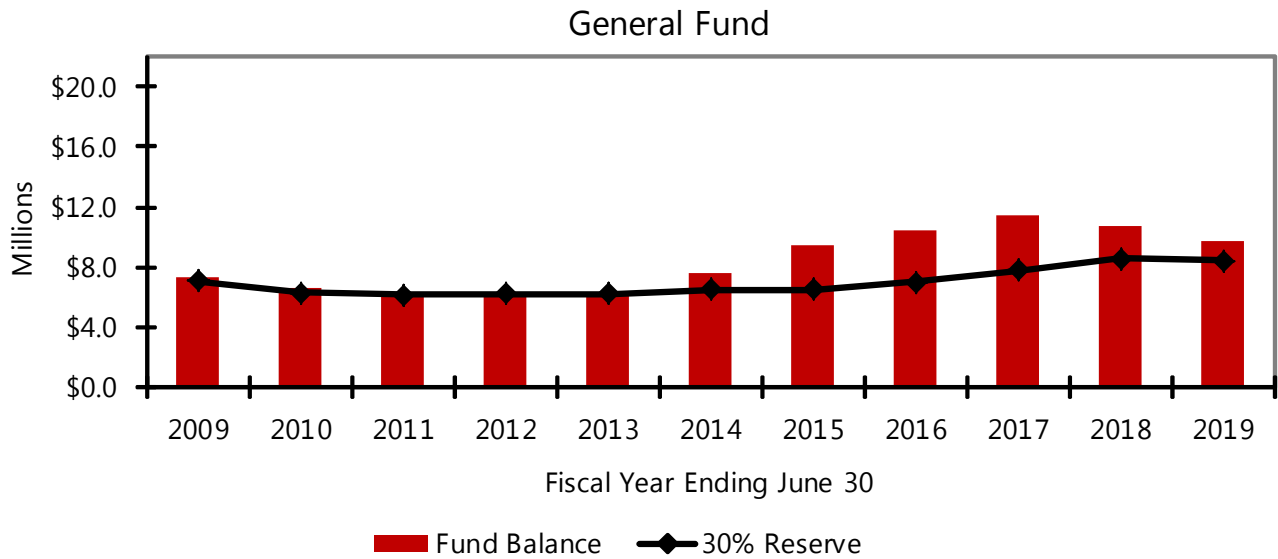
Projection of Financial Condition

Fund Category	Estimated Balance 07/01/18	FY19 Estimated Revenue	FY19 Estimated Expenditures	Transfers In	Transfers Out	Estimated Balance 06/30/19
General Fund	\$ 10,758,528	\$ 29,911,713	\$ 28,152,035	\$ 69,989	\$ 3,991,336	\$ 8,596,859
Special Revenue	1,118,979	7,165,892	8,582,766	1,581,849	1,503,486	(219,532)
Capital Projects	2,235,932	4,527,627	7,997,071	1,592,052	400,000	(41,460)
Debt Service	1,078,633	2,341,853	4,741,702	2,068,284	-	747,068
Enterprise	4,305,352	9,800,000	14,308,892	195,345	69,989	(78,184)
Internal Service	443,599	6,854,493	7,549,882	457,292	-	205,502
Total Funds	\$ 19,941,023	\$ 60,601,578	\$ 71,332,348	\$ 5,964,811	\$ 5,964,811	\$ 9,210,253

CITY FUNDS

GENERAL FUND:

The General Fund is the City's primary operating fund. It accounts for all financial resources except those required to be accounted for in other funds. Included in the General Fund estimated expenditures are a reserve contingency of \$1.2 million. It is an appropriation for emergency purposes only. The City does not expect to spend this appropriation based on normal operating expenses. Therefore, the estimated ending fund balance for FY2019 is \$9.8 million. This is approximately 35% of the projected fiscal year's General Fund expenditures. The City's policy on reserve fund balance is 30% of the General Fund Budgeted Expenditures.





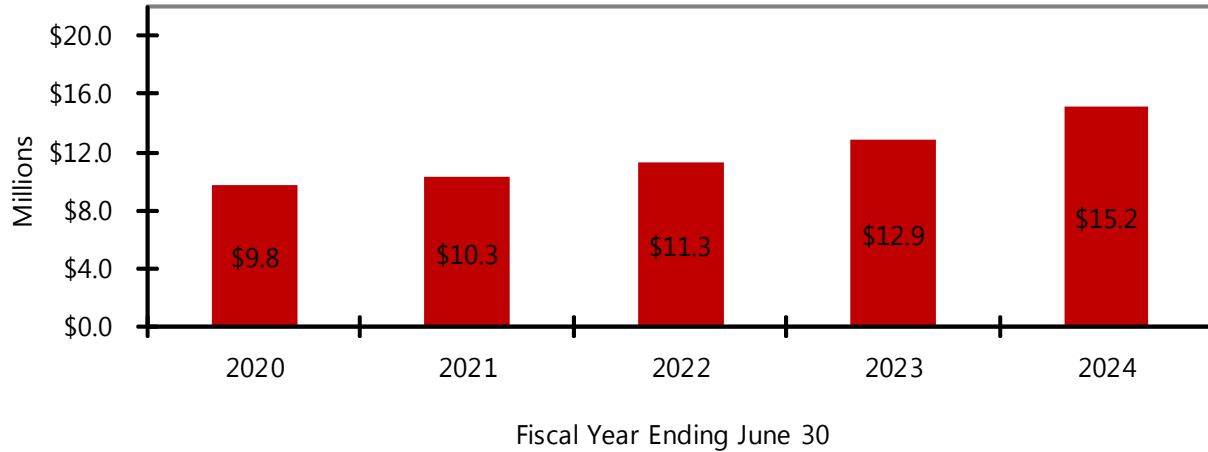
BUDGET SUMMARIES

Projection of Financial Condition

A forecast of the General Fund Reserve

Fiscal Year	Estimated Balance 07/01	Estimated Revenue	Estimated Expenditures	Estimated Balance 06/30
2019	\$ 10,758,528	\$ 29,981,702	\$ 30,943,371	\$ 9,796,859
2020	9,796,859	31,126,986	31,125,602	9,798,243
2021	9,798,243	32,316,670	31,821,050	10,293,863
2022	10,293,863	33,552,489	32,535,197	11,311,155
2023	11,311,155	34,836,249	33,268,595	12,878,809
2024	12,878,809	36,160,026	33,867,430	15,171,406

General Fund Reserve
Forecast





BUDGET SUMMARIES

Projection of Financial Condition

SPECIAL REVENUE FUNDS:

The special revenue funds account for the proceeds of specific revenue sources, other than major capital projects. These funds are legally restricted to expenditures for specific purposes. The fund balances for the special revenue funds are expected to decrease. This is due to full utilization of funds, particularly street funds being used to improve the condition of city streets.

There are eighteen special revenue funds:

- Highway User Revenue (HURF)
- Transit
- Special Events
- Water Impost
- Bullhead City Senior Nutrition
- Pest Abatement
- Special Assessments Admin
- Racketeering Influenced Criminal Organizations
- Arts Commission
- Real Estate Owned (REO)
- Court Enhancement
- Court FARE
- Court Judicial Collection Enhancement
- Court Fill the Gap
- Community Development Block Grant/Housing Trust Fund (CDBG/HTF)
- Victim Rights Grants
- Police Grants
- General Grants

CAPITAL PROJECT FUNDS

The capital project funds account for the proceeds of sources to be used for the acquisition or construction of capital facilities, equipment and infrastructure other than those financed by the enterprise funds. The fund balances for the capital project funds are expected to fall to zero due to the completion of capital projects, particularly drainage and streets improvements.

There are nine capital project funds:

- Drainage Improvements
- Bullhead City/Laughlin Bridge
- Street Improvements
- Park Improvements
- Street Lighting Districts
- Parking
- Laughlin Ranch Boulevard



BUDGET SUMMARIES

Projection of Financial Condition

DEBT SERVICE FUNDS:

The debt service funds account for the accumulation of resources and the payment of general long term debt principal and interest and related costs. Changes in the fund balance are due to the repayment of debts.

There are six debt service funds:

- Sewer Improvement District #3
- Sewer Improvement District #2
- Excise Tax Refunding 2013
- Excise Tax Refunding 2015
- Bullhead City/Laughlin Bridge
- Laughlin Ranch Boulevard District

ENTERPRISE FUNDS:

The enterprise funds are used to account for the operation of business-type activities. They are financed and operated in a manner similar to private business enterprises, where the intent is the costs of providing goods or services to the general public on a continuing basis are financed or recovered primarily through user charges.

The water resource fees collected on new developments are accumulated to repay the General Fund for Cibola Water Purchase and pay the amount owed to the Mohave County Water Authority for previous water purchases.

There are two enterprise funds:

- Wastewater
- Water Resources

INTERNAL SERVICE FUNDS:

The internal service funds are used to account for activities and services performed primarily for other organizational units within the City.

There are three internal service funds:

- Fleet Services
- Risk Management
- Northwest Arizona Employee Benefit Trust



BUDGET SUMMARIES

FY19 Budget Summary

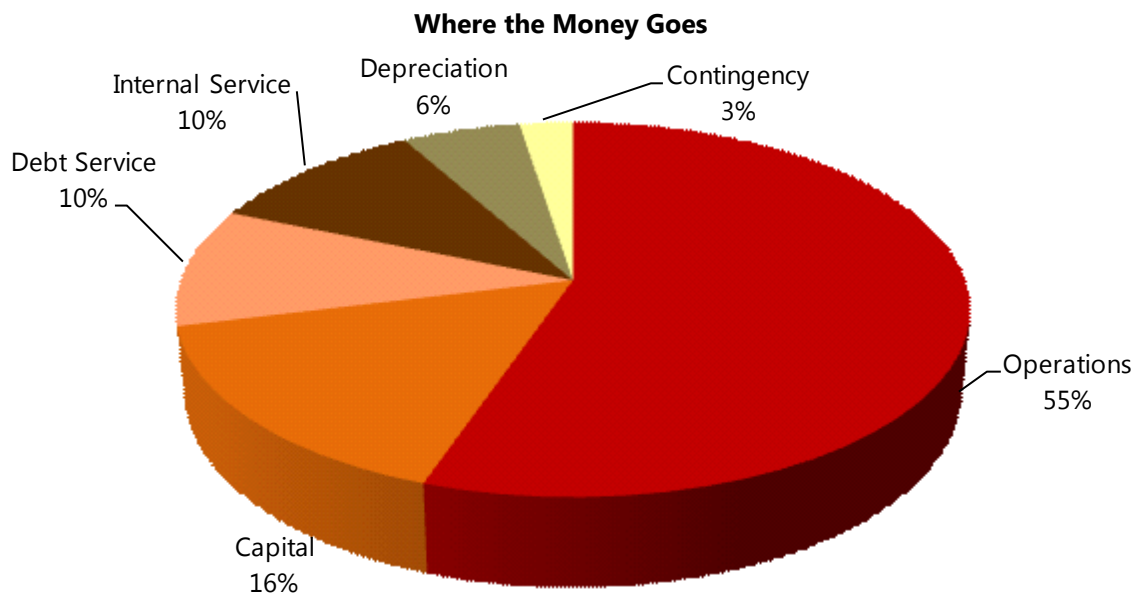
The City of Bullhead City's FY19 annual budget appropriation totals \$71.3 million, a decrease of 3.2% from FY18. A summary of uses is provided below.

EXPENDITURES

Total Budget Uses (in millions)

Description	FY16 Budget	FY17 Budget	FY18 Budget	FY19 Budget	% Change from Previous Year
Operations	\$ 35.7	\$ 37.8	\$ 40.5	\$ 39.4	-2.7%
Capital Purchases	9.3	9.2	12.5	11.3	-9.6%
Debt Service	9.5	8.3	7.5	7.3	-2.7%
Depreciation	4.2	4.0	4.0	4.0	0.0%
Contingencies	2.1	1.9	2.1	1.8	-14.3%
Total Expenditures	\$ 60.8	\$ 61.2	\$ 66.6	\$ 63.8	-4.2%
Internal Services	7.1	6.5	7.0	7.5	7.1%
Total Expenditures	\$ 67.9	\$ 67.7	\$ 73.6	\$ 71.3	-3.1%
Transfers Out	4.5	5.2	5.3	6.0	13.2%

The budget is comprised of the following seven major groups: The operating budget of \$39.4 million; Capital Purchases of \$11.3 million; Debt Service of \$7.3 million; Depreciation of \$4.0 million; Contingencies of \$1.8 million; and Internal Services of \$7.5 million.





BUDGET SUMMARIES

FY19 Budget Summary

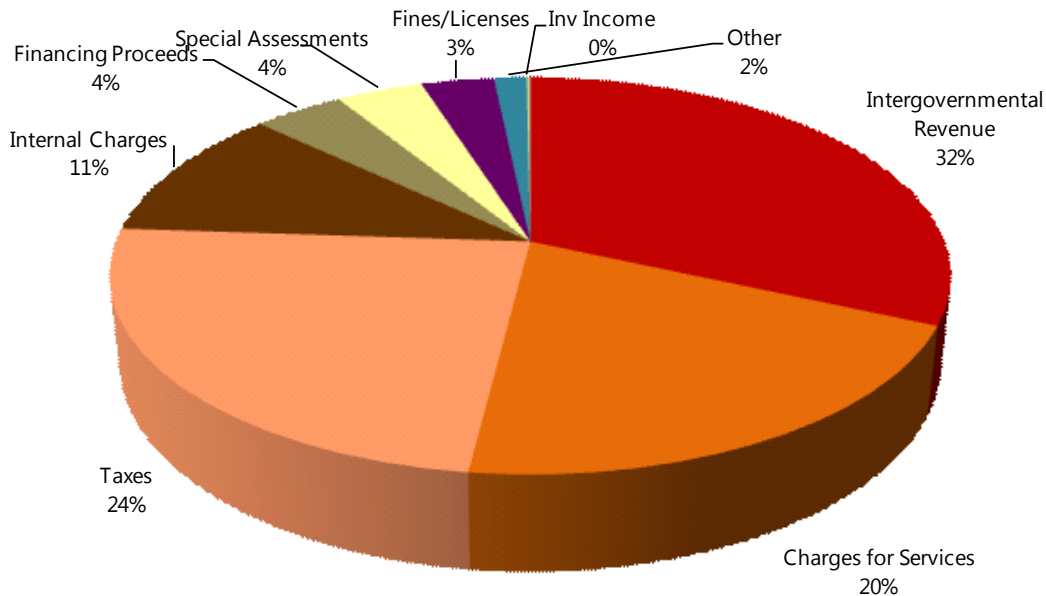
REVENUES

The FY19 estimated revenues total \$60.6 million, an increase of 4.1% over FY18 budgeted revenues. The increase is projected in areas of local tax collections and state shared revenues.

Total Budgeted Sources (in millions)

Description	FY16 Budget	FY17 Budget	FY18 Budget	FY19 Budget	% Change Previous Year
Taxes	11.4	12.9	14.1	14.6	3.5%
Intergovernmental Revenue	18.0	18.6	19.0	19.2	1.1%
Fines, Licenses, Permits & Rents	1.7	1.9	1.9	2.0	5.3%
Charges for Services	11.9	12.3	11.6	12.3	6.0%
Capital Lease/Bond Proceeds	1.6	1.9	1.8	2.5	38.9%
Special Assessments	3.8	3.2	2.5	2.4	-4.0%
Investment Income	0.1	0.1	0.1	0.1	0.0%
Miscellaneous Revenue	0.8	1.0	1.1	0.9	-18.2%
Total Revenues	\$ 49.3	\$ 51.9	\$ 52.1	\$ 54.0	3.6%
Internal Charges	6.8	6.3	6.1	6.6	8.2%
Total Appropriations	\$ 56.1	\$ 58.2	\$ 58.2	\$ 60.6	4.1%
Transfers In	4.5	5.2	5.3	6.0	13.2%
Fund Balance	14.1	9.1	14.0	12.2	-12.9%

Where the Money Comes From





BUDGET SUMMARIES

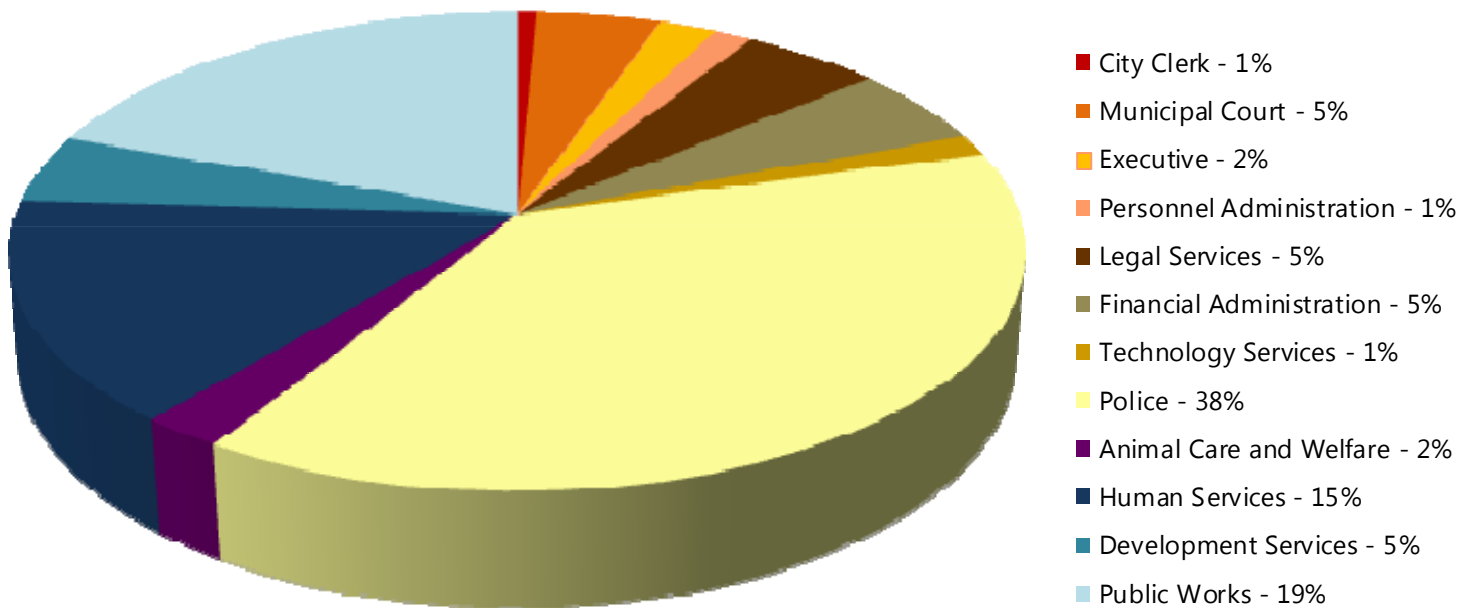
FY19 Budget Summary

CITY STAFFING

There were changes in staffing within several departments for FY19. Development Services added a Permit Technician/Inspector position. Facilities Maintenance removed the Supervisor position and reclassified one Maintenance Worker I position to a Maintenance Worker III. The Police Department replaced a Police Booking Officer position with a Police Service Aid. The Parks Maintenance Field Operations Supervisor position was eliminated and replaced with an additional Maintenance Worker I position, and the Assistant Public Worker Director position was eliminated.

Transit, Senior Nutrition, and Pest Abatement are funded primarily by grant funds. The Mayor and six councilmembers are not included in the chart. A complete schedule of all positions by Department/Division is included in the Appendix section of this book.

City Personnel



CAPITAL IMPROVEMENT PLAN

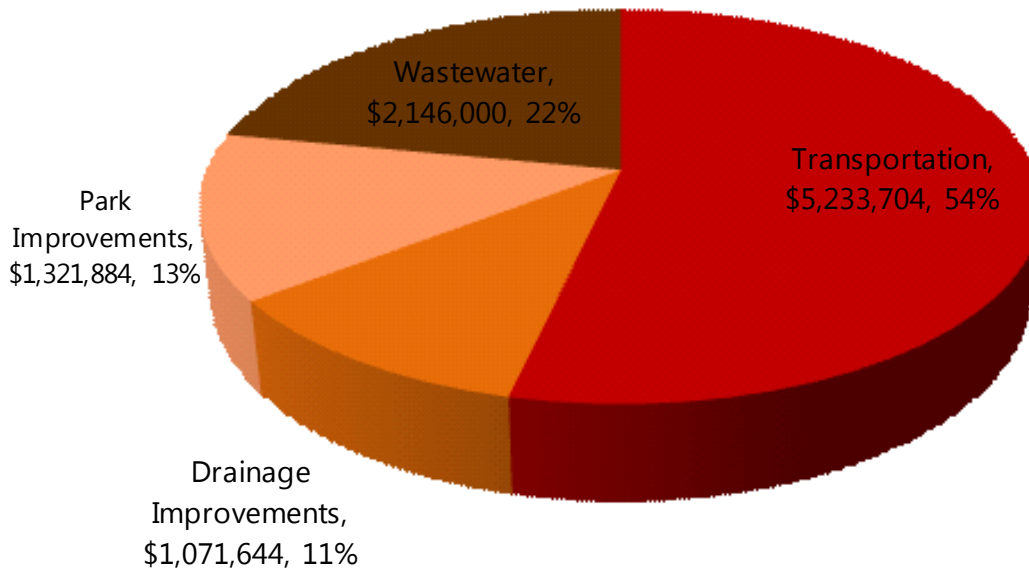
Capital improvements are the foundation for facilities and amenities within the City. Streets, wastewater treatment plants, park improvements, buildings and major one-time acquisitions of equipment are all considered capital improvements.

Projects included in the FY19-FY23 CIP will form the basis for appropriations in the FY19 budget. Some projects will affect the City's budget process for five years. Individual projects will continue to be subjected to ongoing community and City Council review and discussion during the annual appropriations process.

The Capital Improvement Plan is also an important public communication tool. The CIP gives residents and businesses a clear and accurate view of the City's long-term direction in the area of capital improvements and a better understanding of the City's ongoing needs for stable revenue sources to fund large or multi-year capital projects.

The following graph identifies all Capital Improvements by type for FY19.

CIP by Type





BUDGET SUMMARIES

FY19 Budget Summary

REVENUE SUMMARIES

City Sales Tax

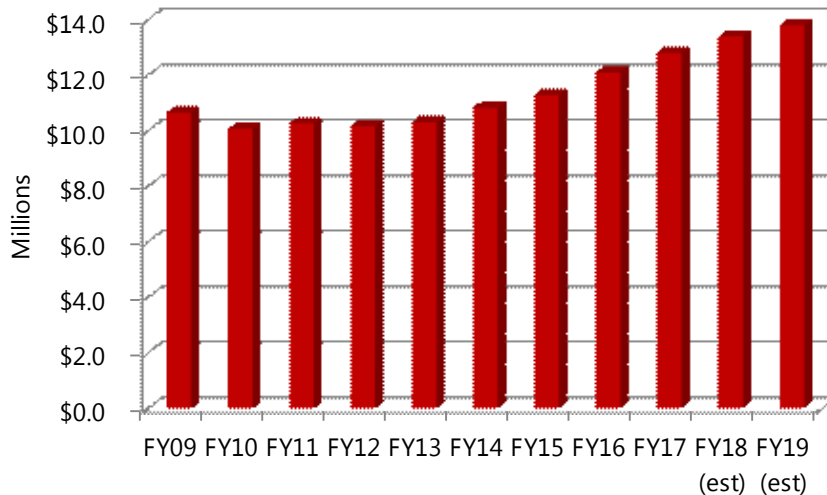
Description: The City of Bullhead City imposes a tax on the sale of merchandise within the limits of the City. There is also a use tax in effect for goods brought into and used in the City of Bullhead City.

Use: This is the largest source of revenue brought into the General Fund for the City. The City does not receive a portion of the property taxes collected by Mohave County.

Current Rate Structure: The City charges a tax of 2% on all eligible transactions. The charge is over and above the State and County Sales Tax Rates. The City operates under the Model City Tax Code.

Assumptions: Conservative estimates based on historical trends.

Fiscal Year	Revenue	% Change
2008-09	\$10,651,241	-15.6%
2009-10	\$10,070,859	-5.4%
2010-11	\$10,262,363	1.9%
2011-12	\$10,163,746	-1.0%
2012-13	\$10,298,557	1.3%
2013-14	\$10,820,754	5.1%
2014-15	\$11,280,356	4.2%
2015-16	\$12,074,912	7.0%
2016-17	\$12,767,957	5.7%
2017-18 (est)	\$13,380,623	4.8%
2018-19 (est)	\$13,787,160	3.0%





BUDGET SUMMARIES

FY19 Budget Summary

REVENUE SUMMARIES

State Shared Income Tax

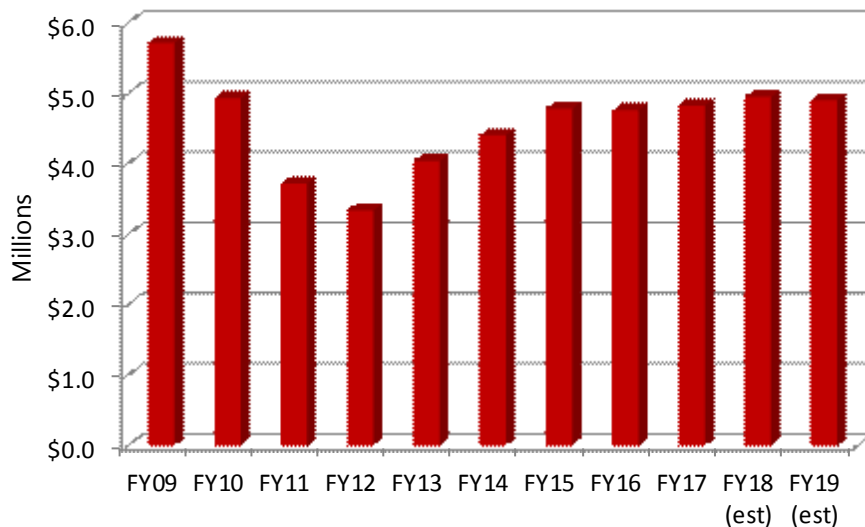
Description: Cities and towns in Arizona are precluded from imposing an income tax by Arizona state law. In 1972 the voters of Arizona approved the Urban Revenue Sharing Program, which requires the State to share 15% of its income tax revenue with the incorporated cities and towns.

Use: There are no restrictions for the use of these revenues.

Current Rate Structure: The revenues are distributed to incorporated cities and towns monthly based on annual population estimates by the US Census Bureau.

Assumptions: The City's portion of this revenue source can fluctuate due to changes in population, employment, amount of taxes paid and/or changes made by the State Legislation.

Fiscal Year	Revenue	% Change
2008-09	5,715,646	6.3%
2009-10	4,933,312	-13.7%
2010-11	3,719,085	-24.6%
2011-12	3,337,205	-10.3%
2012-13	4,038,926	21.0%
2013-14	4,407,235	9.1%
2014-15	4,786,562	8.6%
2015-16	4,760,611	-0.5%
2016-17	4,825,811	1.4%
2017-18 (Est)	4,950,130	2.6%
2018-19 (Est)	4,906,752	-0.9%





BUDGET SUMMARIES

FY19 Budget Summary

REVENUE SUMMARIES

State Shared Sales Tax

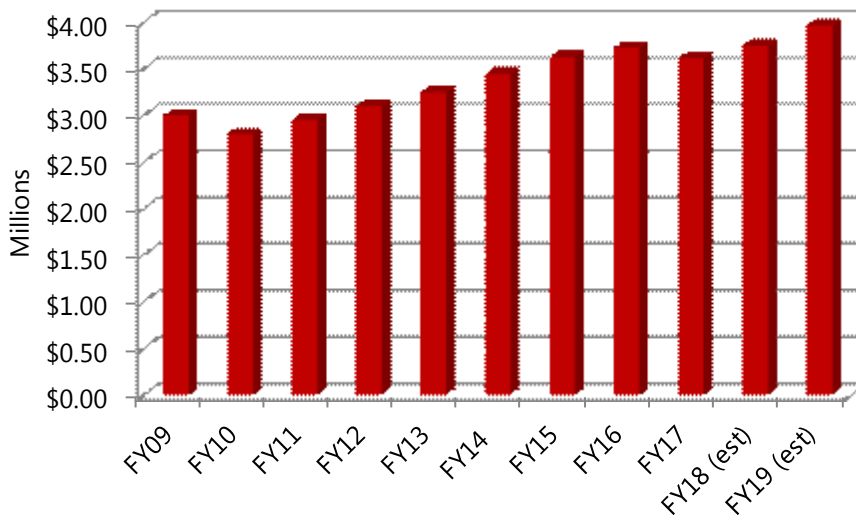
Description: Like the local sales tax, the State imposes a tax on the sale of goods. The State distributes 25% of taxes collected to all the incorporated cities and towns based on population estimates from the most recent U.S. Census.

Use: There are no restrictions for the use of these revenues.

Current Rate Structure: The current State Sales Tax Rate is 5.6%. The revenues are distributed to incorporated cities and towns monthly based on annual population estimates by the US Census Bureau.

Assumption: Consumer confidence, unemployment, interest rates and the general state of the economy are all variables affecting this revenue source.

Fiscal Year	Revenue	% Change
2008-09	3,000,198	-13.8%
2009-10	2,798,497	-6.7%
2010-11	2,951,963	5.5%
2011-12	3,102,234	5.1%
2012-13	3,246,195	4.6%
2013-14	3,447,161	6.2%
2014-15	3,628,735	5.3%
2015-16	3,728,320	2.7%
2016-17	3,614,505	-3.1%
2017-18 (est)	3,748,620	3.7%
2018-19 (est)	3,966,986	5.8%





BUDGET SUMMARIES

FY19 Budget Summary

REVENUE SUMMARIES

Highway User Fees

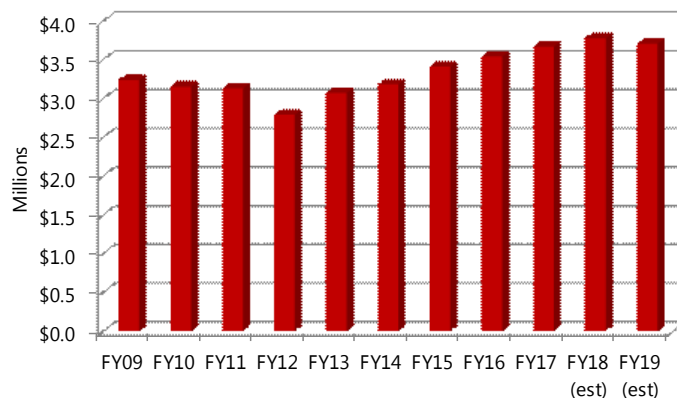
Description: The State of Arizona collects various fees and taxes from users of the State's roads and highways. An excise tax is charged on fuel purchases on a per gallon basis. There are also a number of additional transportation related fees/taxes which are distributed via HURF.

Use: The revenues distributed through HURF, by law, can only be used for street and highway purposes or retirement of debt issued for street and roadway improvements. Spending on traffic law enforcement or administration of traffic safety programs is prohibited.

Current Rate Structure: Cities and towns receive 27.5% of highway user revenues based on population and gasoline gallon sales in each county.

Assumptions: HURF revenue estimates and distributions are based on reports of gallons sold submitted by vendors to the Arizona Department of Transportation. Revenues fluctuate due to high fuel prices and/or vendor reporting errors.

Fiscal Year	Revenue	% Change
2008-09	\$3,241,329	-11.4%
2009-10	\$3,155,354	-2.7%
2010-11	\$3,134,767	-0.7%
2011-12	\$2,793,617	-10.9%
2012-13	\$3,073,743	10.0%
2013-14	\$3,186,053	3.7%
2014-15	\$3,416,415	7.2%
2015-16	\$3,543,482	3.7%
2016-17	\$3,672,637	3.6%
2017-18 (est)	\$3,780,230	2.9%
2018-19 (est)	\$3,709,341	-1.9%





BUDGET SUMMARIES

FY19 Budget Summary

REVENUE SUMMARIES

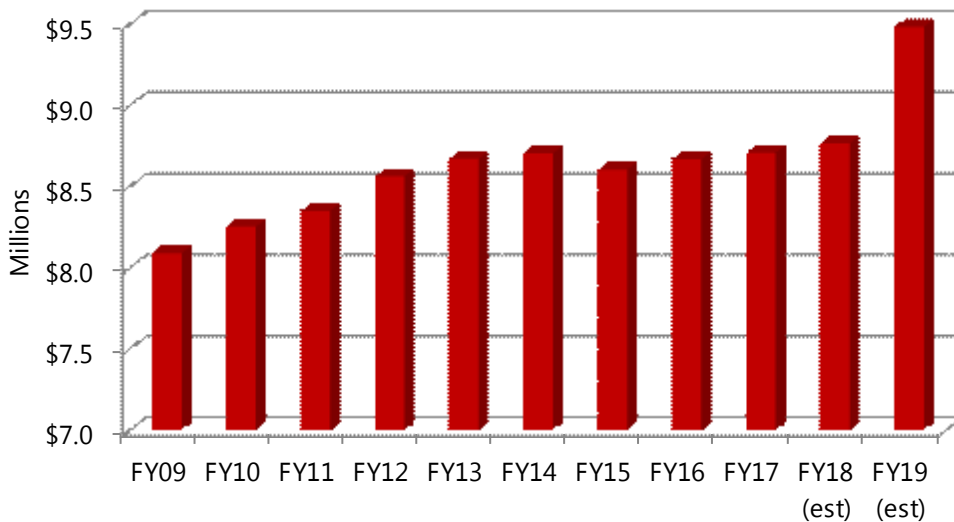
Sewer Fees

Description: The City charges sewer user fees for all residential and commercial users of the City's sewer system.

Use: The revenues generated are used for the expansion, maintenance and administration of the City's wastewater collection and treatment system.

Current Rate Structure: Single Family Residence \$33.50 per month, Duplex \$64.00 per month, Triplex \$94.50 per month, Fourplex \$125.00 per month. Multi-family (> than 4), Commercial or Industrial \$44.31 per month plus volume charge per 1,000 gallons of water used.

Fiscal Year	Revenue	% Change
2008-09	\$8,090,442	4.0%
2009-10	\$8,253,724	2.0%
2010-11	\$8,351,384	1.2%
2011-12	\$8,564,330	2.5%
2012-13	\$8,671,896	1.3%
2013-14	\$8,705,402	0.4%
2014-15	\$8,605,642	-1.1%
2015-16	\$8,669,738	0.7%
2016-17	\$8,709,287	0.6%
2017-18 (est)	\$8,767,600	0.7%
2018-19 (est)	\$9,486,100	8.2%





GENERAL FUND

GENERAL FUND

Revenue Summary
Police
Animal Care and Welfare
General Government
Culture-Recreation
Judicial
Legal Services
Financial Administration
Executive
Legislative
Elections
Public Works
Personnel Administration
Economic Development
Debt Service
Capital Outlay

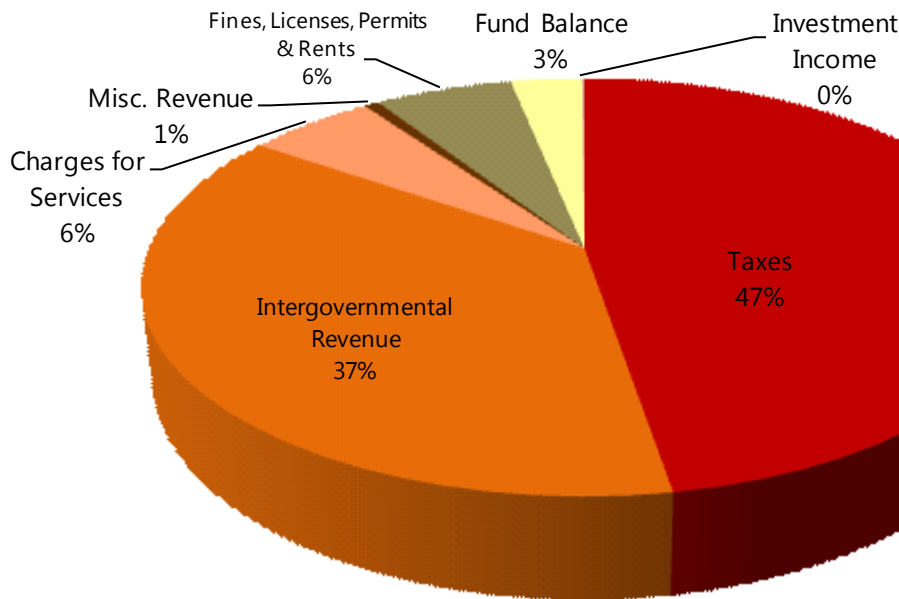


GENERAL FUND

GENERAL FUND SUMMARY

The General Fund pays for basic governmental services including legal, management, council, finance, police, animal care and welfare, recreation services, and development services.

Revenues are from the local city sales tax, intergovernmental state shared revenues, franchise taxes, licenses and permits, service charges, and fines and forfeitures.



The General Fund budget for FY19 totals \$28,152,035. The projected operating revenues total \$29,905,173, which is a 4.0% increase from the budgeted estimates for FY18 at \$28,765,850.

Fund balance available as of July 1, 2018 is estimated at \$10.8 million. As per the Budget Policy, \$7.7 million, or 30% of FY18 operating expenditures, of the available fund balance, will continue to be held as a reserve.



GENERAL FUND

GENERAL FUND SUMMARY

	FY16 Actual	FY17 Actual	FY18 Budget	FY18 Estimate	FY19 Budget
Source of Funds					
Beginning Fund Balance					
Nonspendable	874,453	874,453	1,354,193	1,354,193	1,354,193
Restricted	31,290	30,877	52,755	52,755	52,755
Unreserved Fund Balance	8,040,880	9,568,305	10,047,799	10,047,799	9,351,580
Total Beginning Fund Balance	8,946,623	10,473,635	11,454,747	11,454,747	10,758,528
Revenues					
Taxes					
Sales/Use Tax	12,077,531	12,791,595	13,332,619	13,381,623	13,789,160
Franchise Taxes	706,887	733,892	738,800	739,343	748,100
Bed Tax	74,792	75,076	74,000	75,400	75,000
Intergovernmental Revenues					
State Income Tax	4,760,611	4,825,812	4,950,130	4,950,130	4,906,752
State Sales Tax	3,728,320	3,614,506	3,748,620	3,748,620	3,966,986
State Auto Tax	2,157,406	2,295,131	2,406,445	2,406,445	2,615,453
Charges for Services					
Charges for Services	1,079,875	1,102,071	1,553,550	1,306,018	1,716,826
Licenses and Permits					
Licenses and Permits	649,304	624,770	674,080	700,547	883,946
Fines and Forfeitures					
Fines and Forfeitures	1,054,577	1,075,534	1,015,000	939,662	880,500
Rents					
Rents	54,999	67,216	78,206	72,542	91,450
Investment Income					
Investment Income	6,590	26,044	15,000	31,000	31,000
Other					
Other	183,862	288,293	179,400	155,427	200,000
Subtotal	26,534,754	27,519,940	28,765,850	28,506,757	29,905,173
Other Funding Sources					
Transfers In	81,533	81,533	62,343	62,343	69,989
Capital Lease Proceeds	57,394	-	-	-	-
Sale of Capital Assets	11,786	12,941	6,540	2,075	6,540
Subtotal	150,713	94,474	68,883	64,418	76,529
Total Revenues & Other Funding Sources	26,685,467	27,614,414	28,834,733	28,571,175	29,981,702



GENERAL FUND

GENERAL FUND SUMMARY

	FY16 Actual	FY17 Actual	FY18 Budget	FY18 Estimate	FY19 Budget
Use of Funds					
Legislative					
Mayor & Council	93,238	113,648	106,032	106,771	122,761
City Clerk	192,603	202,372	214,239	202,767	224,406
Elections	-	78,336	-	-	50,850
Judicial	1,334,860	1,293,919	1,447,461	1,342,051	1,390,176
Executive					
City Manager	218,473	180,319	220,215	252,722	262,693
Public Communications	118,387	140,739	211,702	159,526	257,891
Financial Administration	738,669	759,009	816,932	844,938	827,972
Legal Services	991,046	1,012,048	1,112,986	1,108,316	1,103,612
Personnel Administration	152,500	154,595	173,260	164,226	176,787
General Government					
Technology Services	1,051,966	920,818	1,091,309	1,085,534	1,181,467
Planning & Zoning	189,785	185,225	201,074	176,910	210,062
Building Safety	335,851	400,654	484,725	470,193	523,379
Code Enforcement	440,958	383,479	426,654	450,045	484,643
Laughlin Retreat	29,365	58,232	59,696	53,965	61,140
Facilities Management	754,362	883,804	865,459	872,027	700,787
Human Services	19,625	22,306	58,538	94,737	187,988
General Services	657,649	703,846	1,009,982	934,034	750,789
Police	11,371,275	11,496,180	12,899,721	12,626,217	13,437,975
Animal Care and Welfare	605,796	524,563	693,613	561,917	720,494
Culture and Recreation					
Recreation Services	632,091	834,984	961,529	890,514	1,029,917
Park Rangers	63,086	73,198	75,529	76,111	85,484
Parks Maintenance	1,798,613	1,876,937	2,027,580	1,946,718	2,187,495
Public Works					
Administration	26,720	27,597	53,930	92,360	30,576
Engineering	146,336	140,696	151,630	145,361	154,247
Economic Development	76,783	342,287	120,274	118,674	119,477
Debt Service	270,253	278,368	107,171	107,171	2,124
Total Operating Budget	22,310,290	23,088,159	25,591,241	24,883,805	26,285,192



GENERAL FUND

GENERAL FUND SUMMARY

	FY16 Actual	FY17 Actual	FY18 Budget	FY18 Estimate	FY19 Budget
Capital Outlay					
Public Information	-	-	-	-	17,500
Technology Services	186,518	244,607	289,000	257,000	284,000
Recreation	-	968	-	-	-
Parks Maintenance	16,937	90,530	105,047	75,335	312,043
Facilities Management	15,000	10,125	12,000	9,000	12,000
Police	275,174	272,661	468,040	460,699	41,300
Engineering	-	-	25,000	26,430	-
General Services	-	11,106	-	-	-
Total Capital Outlay	493,629	629,997	899,087	828,464	666,843
Contingency					
General Services	-	-	1,200,000	-	1,200,000
Total Contingency	-	-	1,200,000	-	1,200,000
Total Expenditures	22,803,919	23,718,156	27,690,328	25,712,269	28,152,035
Transfers Out					
Debt Service					
City Hall and Police expansion	647,924	608,920	647,571	647,571	650,507
Street Improvements	685,978	-	712,895	-	-
BHC/Laughlin Bridge	-	-	132,901	-	222,721
Police Radio System	-	-	171,928	171,928	172,018
Laughlin Ranch Blvd	-	-	98,633	-	-
Transit	296,932	296,932	241,351	141,351	241,351
Senior Nutrition Center	100,460	100,460	100,460	100,460	122,460
Highway User Revenue	155,006	1,345,073	289,910	1,002,805	1,218,038
Pest Abatement	-	5,000	-	-	-
Capital Projects	235,711	353,183	469,579	1,138,755	845,677
Enterprise	232,525	205,578	352,255	352,255	518,564
Total Transfers Out	2,354,536	2,915,146	3,217,483	3,555,125	3,991,336
Total Expenditures & Transfers Out	25,158,455	26,633,302	29,707,811	29,267,394	30,943,371
Ending Fund Balance					
Nonspendable	874,453	1,354,193	1,354,193	1,354,193	1,354,193
Restricted	30,877	52,755	52,755	52,755	52,755
Unreserved Fund Balance	9,568,305	10,047,799	9,174,721	9,351,580	8,389,911
Total Ending Fund Balance	10,473,635	11,454,747	10,581,669	10,758,528	9,796,859



GENERAL FUND

GENERAL FUND SUMMARY

Transaction Privilege Tax (Sales Tax): All Arizona cities and towns have a transaction privilege tax which is commonly referred to as a sales tax. It includes taxation of the business class of retail sales, restaurant and bars, utilities, construction activities, and others. Sales tax is forecasted to yield \$13,789,160. This estimate is 3.0% higher than FY18 estimated collections and is the conservative product of historical collections since FY14.

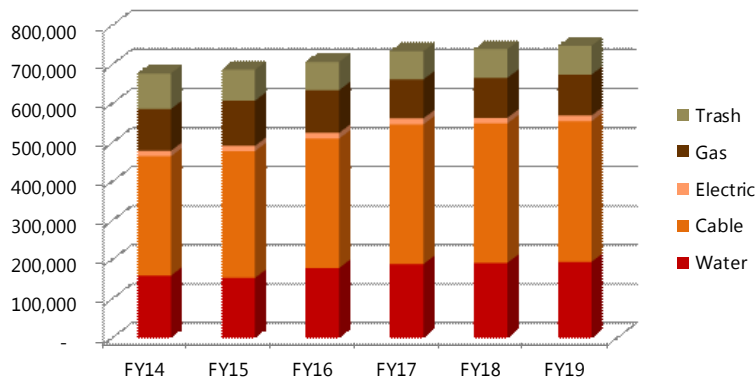
City Sales Tax

Fiscal Year	Revenue	% Change
2013-2014	\$10.8M	5.1%
2014-2015	\$11.3M	4.3%
2015-2016	\$12.1M	7.0%
2016-2017	\$12.8M	5.9%
2017-2018 (est)	\$13.4M	4.6%
2018-2019 (est)	\$13.8M	3.0%

Franchise Taxes: Franchise taxes are paid by Suddenlink Communications, Southwest Gas, Epcor Water, Water Services Corporation Service, Unisource Electric, and Republic Services. Reporting is monthly, quarterly or semi-annually. Franchise rates for water, gas, and electric are 2.0% of gross revenues, while the rate for cable is 5.0% of gross revenues. FY19 revenue projections are 1.2% higher than the FY18 estimate.

Franchise Tax

Fiscal Year	Revenue	% Change
2013-14	\$677,342	2.8%
2014-15	\$686,851	1.4%
2015-16	\$706,888	2.9%
2016-2017	733,892	3.8%
2017-2018 (est)	739,343	0.7%
2018-2019 (est)	748,100	1.2%





GENERAL FUND

GENERAL FUND SUMMARY

State Sales Tax (Transaction Privilege Tax): Citizens of Bullhead City, through collection by local businesses, pay the State 5.6% on retail purchases, and varying rates on other transactions. A portion of that sales tax is returned to the City based on Bullhead City's population compared to the incorporated population of the State. Cities and Towns share in 25% of two percent of the State's 5.6%. This money may be expended for any municipal public purpose, outside of this stipulation there is no restriction on the expenditure of these revenues.

State Shared Sales Tax

Fiscal Year	Revenue	% Change
2013-14	3,447,161	6.2%
2014-15	3,628,735	5.3%
2015-16	3,728,320	2.7%
2016-17	3,614,505	-3.1%
2017-18 (est)	3,748,620	3.7%
2018-19 (est)	3,966,986	5.8%

State Income Tax: The State of Arizona collects income taxes and shares that revenue with incorporated cities and towns based on population. This is also called urban revenue sharing.

Bullhead City's share of State income tax is estimated to be \$4,906,752 which is a decrease of \$43,378 or -0.9%. This is the only one of the state shared revenues which can be accurately forecast since it is drawn from collections two years ago. Cities in Arizona share in 15% of the State personal and corporate income tax collected two years prior. Collections are distributed in proportion to population. There is no restriction on the expenditure of the state income tax funds, except that they must be expended for a municipal public purpose.

State Income Tax

Fiscal Year	Revenue	% Change
2013-14	4,407,235	9.1%
2014-15	4,786,562	8.6%
2015-16	4,760,611	-0.5%
2016-17	4,825,811	1.4%
2017-18 (est)	4,950,130	2.6%
2018-19 (est)	4,906,752	-0.9%



GENERAL FUND

GENERAL FUND SUMMARY

Vehicle License Tax (Auto Lieu Tax): Approximately 20% of the revenues collected by the State of Arizona for the licensing of motor vehicles are distributed to incorporated cities and towns based on population. The only stipulation on the use of this revenue is that it must be expended for a municipal public purpose.

Vehicle License Tax

Fiscal Year	Revenue	% Change
2013-14	1,901,827	3.8%
2014-15	2,018,654	6.1%
2015-16	2,157,407	6.9%
2016-17	2,295,131	6.4%
2017-18 (est)	2,406,445	4.9%
2018-19 (est)	2,615,453	8.7%



MISSION: Protect Life and Property, Enforce all Laws and Ordinances in a Fair and Impartial Manner, Respond to each Citizen's request for service, Promote Crime Prevention Awareness and Traffic Safety, and Seek Equitable Solutions to Community Problems.

DEPARTMENT DESCRIPTION

The Office of the Chief of Police is responsible for the planning and directing of the organization and oversees the activities of the Police Department. The Police Chief also serves as the City's Emergency Manager. The Department is organized into the following areas: Police Administration, Division of Operations, and the Bureau of Staff Services.

Police Administration consists of the Chief of Police, Administrative Support staff, the Community Services Officer, and the Office of Professional Standards.

The Community Services Officer provides public education programs, organizes the many public outreach programs that the Police Department is involved in and is the liaison between the Police Department and the community.

The Office of Professional Standards is tasked with the recruitment of sworn and civilian positions within the Police Department as well as investigating allegations of misconduct against members of the Department, analyzing the use of force within the Department and providing the Chief of Police with statistical information to assist with planning. This office is also responsible for scheduling training for all PD employees and ensuring sworn personnel have the required training to maintain their State certification.

The Division of Operations includes the Bureau of Criminal Investigations and the Bureau of Patrol.

The Bureau of Criminal Investigations consists of the General Investigations Section, the Pawn Unit, the Vice Narcotics Section, the Forensics Section and two Gang Interdiction Officers.

The General Investigations Section is tasked with investigating crimes such as homicides, sexual offenses and crimes against children, property crimes, fraud, and assault.

The Pawn Unit is tasked with assuring local pawn shops and second hand dealers are in compliance with City and State ordinances. They monitor transactions to ensure dealer compliance and to identify stolen items with the goal of reuniting property to its rightful owners.

The Vice Narcotics Section works closely with other agencies and task forces to investigate the illegal use and distribution of illicit drugs.

The Forensic Section is charged with processing the evidence collected at crime scenes. This section responds to major crime incidents to document and collect evidence.

The Gang Interdiction Officers are assigned to a State gang task force. This unit focuses on gang activity, gathering of gang intelligence and the identification and investigation of habitual offenders within the community.



DEPARTMENT DESCRIPTION (continued)

The Bureau of Patrol consists of General Patrol, Traffic Section, School Resource Officers, Waterways and Holding Facility/Transport.

The General Patrol and Traffic Sections respond to emergency and non-emergency calls from the public to ensure the safety and welfare of the community. The Traffic Section specializes in accident reconstruction and commercial vehicle inspections. The General Patrol Section also includes the following specialty units: the Tactical Response Unit (TRU), Dive Team and Field Training Officer Unit.

There are three school resource officers assigned to provide law enforcement services at schools within Bullhead City. The Waterways Unit is comprised of school resource officers and other members of the Department that patrol the Colorado River in four watercrafts during the summer season.

The Holding Facility and Transport personnel assist the Bureau of Patrol with the booking and transport of prisoners.

The Division of Support Services consists of the Bureau of Animal Care and Welfare, Bureau of 911 Communications, Records Section, and the Property and Evidence Section. This Division is responsible for the support activities within the Police Department.

The Bureau of Animal Care and Welfare has the responsibility of providing animal licensing, enforcement of animal related City Codes and State Laws, educating the public and protecting the citizens as well as the welfare of the community's pet population.

The Bureau of 911 Communications Section provides 911 emergency communications services for the Bullhead City Police Department, Bullhead City Fire Department, Fort Mojave Mesa Fire Department, Mohave Valley Fire Department, Golden Shores Fire Department and Oatman Fire Department.

The Records Section is responsible for proper record keeping of reports and documents as mandated by the Arizona State Statutes.

The Property and Evidence section is responsible for the processing, intake, inventory and release of all property taken in the custody of the Bullhead City Police Department.



FY 2017-2018 HIGHLIGHTS

- Increase in response to calls for service to over 77,000 for FY2017/2018
- Trained all Department personnel in Mental Health First Aid
- Provided Constitutional Law and Law and Legal Training to sword personnel
- Provided advanced supervisor and management training to all supervisors and managers
- Increased adoptions at the Animal Care & Welfare facility
- Reviewed and reorganized Department operations to ensure the Department is operating efficiently and effectively
- Procured an armored van to increase officer and citizen safety
- Replaced helmets and gas masks of patrol officers
- Issued all patrol officers Level IV rifle rated armored plates to increase officer safety
- Provided all officers with Naloxone and associated training
- Police and Citizens Together (PACT) meetings
- Neighborhood Block Watch Program
- National Night Out Program
- Public Safety Bicycle Rodeo
- Special Traffic Enforcement Program
- Drunk and Drugged Driver Saturation Patrols

FY 2018-2019 OBJECTIVES

- Provide community members and visitors with twelve public information programs, to include nine police and citizens together programs, the Bicycle Safety Rodeo, the Public Safety Fair and National Night Out Program
- Conduct two additional Drunk and Drugged Driver details during the year, for a total of eight special details directed at detecting and arresting impaired drivers
- Participate in the Arizona Department of Homeland Security Terrorism Liaison Program by continuing to assign a detective as the Department Terrorism Liaison Officer, maintaining the level of service outlined in the Intergovernmental Agreement with the Arizona Department of Public Safety
- Actively participate in the Federal Bureau of Investigation Uniform Crime Reporting Program, by completing and filing with the Arizona Department of Public Safety, monthly uniform crime reports and quarterly hate crime statistic reports within forty-five days of the end of each respective reporting period
- Provide sixty-five spay/neuter services through the Helping Paws Program, and participate in the National Spay Day Program by sponsoring twenty no-cost spay/neuter certificates
- Provide law enforcement services to the elementary and high school district campuses through the School Resources Officer Program, staffed by three sworn police officers assigned to the function
- Send two sworn commanders and supervisors to the Arizona Leadership Program
- Adopt at least one hundred animals during the month of December
- Complete patrol rifle program to ensure all sworn officers assigned to the General Patrol Section are assigned a rifle
- Procure and issue Level IV rifle protection ballistic plates to officers assigned to the Traffic Section and the Bureau of Criminal Investigations
- Begin Accreditation Process with the Arizona Law Enforcement Accreditation Program



PERFORMANCE INDICATORS

MEASURE	FY17 Actual	FY18 Estimate	FY19 Budget
911 Calls for service	67,919	77,828	80,000
Animals returned to owner/adopted (ACW)	1,144	1,106	1,150
Calls for service (ACW)	2,849	2,850	2,900
Cases assigned (CIB)	596	770	800
Citations issued (ACW)	200	225	228
Crime lab analysis	892	1,476	1,500
Crime scenes processed	150	168	178
Criminal arrests	1,988	2,342	2,500
Events responded to	45,312	52,134	59,000
Fingerprints processed	1,570	2,492	2,700
Pawn tickets received	23,098	22,852	22,975
Police auxiliary hours	4,769	5,074	4,921
Search warrants (CIB)	72	92	85
Search warrants (V/N)	19	36	28
Street value of recovered drugs (V/N)	\$150,643	\$78,086	\$114,366
Traffic Accidents responded to	803	725	744
Value of property recovered	\$159,475	\$79,337	\$82,035



GENERAL FUND

Public Safety

POLICE

	FY16 Actual	FY17 Actual	FY18 Budget	FY18 Estimate	FY19 Budget
Expenditures by Classification					
Personnel Costs	\$ 10,316,746	\$ 10,564,122	\$ 11,407,653	\$ 11,251,025	\$ 11,823,220
Services and Other Charges	874,708	748,837	1,194,562	1,077,263	1,241,060
Supplies	236,532	189,892	393,609	274,174	397,180
Property	59,865	82,608	110,836	143,160	183,813
Capital Outlay	1,609,353	414,944	535,460	505,187	41,300
Contingency	-	-	36,280	-	22,335
Subtotal	\$ 13,097,205	\$ 12,000,404	\$ 13,678,400	\$ 13,250,809	\$ 13,708,908
Cost Recovery	\$ (1,725,930)	\$ (504,224)	\$ (778,679)	\$ (624,592)	\$ (270,933)
General Fund	\$ 11,371,275	\$ 11,496,180	\$ 12,899,721	\$ 12,626,217	\$ 13,437,975

	FY16 Actual	FY17 Actual	FY18 Budget	FY18 Estimate	FY19 Budget
Expenditures by Activity					
Bulletproof Vests	\$ 2,436	\$ 3,608	\$ 9,440	\$ 9,440	\$ 5,600
Governor's Office of Hwy Safety	5,543	11,209	41,984	16,000	34,102
Homeland Security	-	-	39,945	39,945	17,050
Misc. Police Grants	-	-	100,000	-	100,000
Parks Enforcement	5,306	-	-	-	-
Police	11,749,741	11,843,304	13,487,031	13,185,424	13,552,156
Police Radio System	1,334,179	142,283	-	-	-
Total	\$ 13,097,205	\$ 12,000,404	\$ 13,678,400	\$ 13,250,809	\$ 13,708,908

	FY16 Actual	FY17 Actual	FY18 Budget	FY18 Estimate	FY19 Budget
Staffing					
Police Chief	1.0	1.0	1.0	1.0	1.0
Police Captain	1.0	1.0	1.0	1.0	1.0
Police Lieutenant	3.0	3.0	4.0	4.0	4.0
Police Sergeant	13.0	13.0	9.5	9.0	9.0
Police Corporal	9.0	9.0	10.0	10.0	10.0
Police Officer	49.0	49.0	46.0	46.0	46.0
Sworn Police	76.0	76.0	71.5	71.0	71.0
Dispatch Bureau Manager	0.0	0.0	1.0	0.0	0.0
Support Services Div Mgr	1.0	1.0	1.0	1.0	1.0
Administrative Analyst	1.0	1.0	2.0	2.0	2.0
Administrative Assistant I	1.0	1.0	1.0	1.0	1.0
Community Service Officer	1.0	1.0	1.0	1.0	1.0
Emergency Svcs Dispatcher	11.0	11.0	11.0	11.0	11.0
Sr Emergency Svcs Dispatcher	4.0	4.0	4.0	4.0	4.0
Office Assistant I	1.0	1.0	0.0	0.0	0.0
Lead Records Clerk	0.0	0.0	1.0	1.0	1.0
Office Assistant II	5.0	5.0	5.0	5.0	5.0
Office Specialist I	1.0	1.0	0.0	0.0	0.0
Office Specialist II	1.0	1.0	1.0	1.0	1.0
PD Invst/Public Info Asst	1.0	1.0	1.0	1.0	1.0
Police Service Aid	0.0	0.0	0.0	1.0	2.0
Police Booking Officer	2.0	2.0	2.0	1.0	0.0
Police Forensic Specialist	2.0	2.0	2.0	2.0	2.0
Police Investigative Aide	0.5	0.5	1.5	1.5	1.5
Police Investigative Assistant	1.0	1.0	1.0	1.0	1.0
Property Evidence Custodian	2.0	2.0	2.0	2.0	2.0
Non-sworn Police	35.5	35.5	37.5	36.5	36.5
Total	111.5	111.5	109.0	107.5	107.5



GENERAL FUND

Public Safety

POLICE

	FY16 Actual	FY17 Actual	FY18 Budget	FY18 Estimate	FY19 Budget
Personnel Costs					
Regular Full-Time	5,932,340	5,922,699	6,182,723	5,914,336	6,404,858
Other Wages	40,191	52,016	63,308	54,783	47,941
Stand By Wages	33,326	30,010	30,057	30,239	30,057
Specialty Pay	39,698	39,350	45,000	41,296	64,500
Overtime	858,396	944,678	700,000	969,734	700,000
Accrued Leave Paid	114,845	131,645	85,679	71,359	68,937
Health Insurance	1,165,747	1,230,385	1,367,893	1,270,055	1,421,399
Social Security	3,743	3,293	3,925	3,397	2,972
Medicare	96,821	99,480	103,048	100,171	106,086
ICMA Retirement	195,210	197,409	188,046	192,740	221,752
Public Safety Retirement	1,418,234	1,591,702	2,314,179	2,265,017	2,442,415
Workers Compensation	300,351	203,108	201,495	224,675	190,703
Employee Allowance	117,843	118,346	122,300	113,223	121,600
TOTAL CATEGORY	10,316,746	10,564,122	11,407,653	11,251,025	11,823,220
Services and Other Charges					
Business Meals	184	22	120	575	120
Meals for misc., Interviews and visiting dignitaries.				575	120
Investigative Expenses	0	166	5,100	50	5,100
Investigative expenses, bank records, etc.				50	100
RICO - Investigative funds				0	5,000
Veterinarian Services	0	0	0	0	0
Other Professional Services	18,224	71,587	163,944	111,555	174,712
Transcription services				500	2,000
Daily Training Bulletins/Mqt services				1,100	3,422
Pre-employment polygraph services				2,645	2,760
Pre-employment psychological testing				2,000	2,025
Law enforcement policy manual				3,667	4,664
Fingerprint backgrounds non-criminal				264	264
Notary public bond and certification (6)				700	600
Psychological services				2,000	4,000
Whole Body Dosimeter (x3) Radiation testing				0	250
Contract employees CSC Weekend River patrol				89,207	144,107
Vehicle towing services @ \$75				6,268	5,600
Locksmith services				500	500
Hydrostatic testing of 32 tanks @10				260	320
Services for emergency response/Criminal Invest				0	500
Radar certification				1,444	700
Service for Digital Speed Signs				1,000	3,000
Other Technical Services	11,663	14,529	4,580	7,520	3,180
Lexipol Policy manual implementation				6,000	0
Criminal polygraph services				0	330
Document charges for internet use subpoenas				50	200
Locksmith services				250	500
Misc technical services				0	450
Pinging and cell phone data subpoenas				0	500
Hazardous materials disposal				1,220	1,200
Permitting and Misc. Fees	16	139	24	66	24
X-ray fee moved to Dues and Subscriptions				42	0
Vehicle licensing fees				24	24



GENERAL FUND

Public Safety

POLICE

	FY16 Actual	FY17 Actual	FY18 Budget	FY18 Estimate	FY19 Budget
Services and Other Charges					
Prison Inmate Costs	2,897	1,204	2,000	2,000	2,000
City holding facility food and supplies				2,000	2,000
Other Contracted Services	96,238	30,849	6,773	4,600	5,000
Access to public and private data bases				3,900	3,900
Language line for foreign language translation				700	1,100
Building Repairs	0	0	0	0	0
General Equipment Repairs	9,995	3,266	7,872	5,942	7,275
Refurbish/replace police badges				400	225
Gun retro fit				202	0
Intoximeters and intoxilizers annual maintenance				500	500
Regulators dive team annual maintenance				600	600
SWAT equipment repair and maintenance				0	1,000
Repair of radar units				740	750
Generator repairs				0	200
Property room equipment repairs				0	500
Small equip/radios not covered by contracts				3,500	3,500
Vehicle Repairs and Service	204,383	186,493	215,227	212,727	239,920
Boats				5,000	7,500
Fleet rental charges				207,727	232,420
Maintenance Agreements	52,692	0	151,917	134,150	159,318
MorphoBis maintenance				8,564	17,321
Police radio microwave warranty (Creative Comm)				0	7,560
Police radio microwave monitoring (Creative Comm)				0	6,700
Police radio system (Motorola)				125,586	127,737
Software/Hardware Agreement	0	0	0	0	0
Land and Building Rentals	1,800	1,800	1,800	1,800	1,800
RICO Storage Rental				1,800	1,800
Equip. and Vehicle Rental	26,630	23,334	80,020	65,250	27,300
Lease cost for undercover vehicles				11,200	6,600
SBA properties at Christmas Tree Pass/Spirit Mtn				5,700	5,700
PowerPhone/Caper interface (FD reimburse)				0	15,000
PowerPhone software for FD cert (FD reimburse)				48,350	0
Property and Risk Insurance	365,376	300,766	379,370	379,370	390,751
Cellular Service	34,530	42,479	55,356	70,185	72,086
Smartphones (76) to (86)				69,885	71,486
To replace damaged cellphones				300	600
Other Advertising	293	0	294	0	0
Custom Printing	2,428	8,271	6,725	7,648	8,050
Business cards				1,110	1,200
Pawn tickets				2,158	2,250
Traffic citations and patrol/detective forms				3,815	4,000
DUI posters 4x per year				100	100
Pre-printed return address envelopes (Detectives)				465	500
Per Diem	8,454	8,828	14,814	11,390	17,159
Intl Assoc. of Chief's Conf. IACP Orlando (x1,6 days)				189	204
Internal Affairs training (x2, 5 days)				0	340
Funeral services				100	170
AZ Post Leadership Program (16 days, 4 dinners x2)				502	1,208
National Ctr for Missing and Exploited Children				83	0
Homeland Security Grant (x3, 1 day)				19	102
AZ Post Curriculum Committee (x1, 5 days)				98	245
SWAT Command Decision				170	0
Equitable sharing training				26	0



GENERAL FUND

Public Safety

POLICE

	FY16 Actual	FY17 Actual	FY18 Budget	FY18 Estimate	FY19 Budget
Services and Other Charges					
PATC Legal and Liability Management (x1, 4 days)				0	136
Recruitment/job fairs/background investigations				400	340
Prescription Drug investigations				11	0
AACOP (3 days, 1 dinner) Chief-Flagstaff				117	117
Technology Summit/Creative Communications (x1, 1 day)				41	49
Chief's meetings (5)				38	245
Managing police discipline seminar LV				87	0
Problem Oriented Policing Conf (x1, 4 days)				0	136
Capers				121	0
AZ Leadership graduation				26	0
PATC Background investigator training (x1, 2 days)				0	83
State Training Coordinators meetings (x1, 4 days)				19	196
AMRRP Law enforcement assistance program				26	0
LRE Academy law related				49	0
School Safety conf				300	0
Wireless Expo (x2, 1 day)				34	68
MAGNET call out				0	100
Misc court appearances				0	220
OTS Interspiro/Guardian FFM course (Dive) (x2, 1 day)				0	68
Pick up vehicles in Las Vegas/prebuild meeting				157	102
SWAT Command Decisions				170	0
Hazardous Devices-New Tech(x1, 6 wks)possible grant				0	1,500
PATC Hostage Negotiators training phase 3 (x1, 5days)				155	170
Master Taser instructor (x1, 5 days)				0	185
Use of Force and Documentation, recert Taser (x1, 5 days)				276	170
Advanced Traffic Crash Investigation (x1, 10 days)				185	0
Specialized Training for Promotions/reassignments				0	612
Homeland Security Grant				38	0
AZ Post Tactical driver instructor				302	0
Motor school (x1, 15 days)				555	0
Shot Show (x2, 4 days)				340	272
NTOA SWAT Team Leader Development (x1, 5 days)				204	238
Basic Drug investigations				185	0
Hazardous Devices - IABTI training (x3, 5 days)				151	555
PATC Hostage Negotiators Training Conf (X4, 3days)				257	408
NTOA Natl Tactical Operational Assoc Conf (x4,5 days)				0	816
Regional FTO course (X2, 5 days)				0	370
GOHS Conference Phoenix (x2, 1 day)				60	98
Statewide Training Coordinator meeting				19	0
AZ POST Supervisor School (X3, 2rms-5 nites)				0	555
Training Coordinators quarterly meeting (x4)				19	0
Bomb training				44	0
ANOA Arizona Narcotic Officers (x2, 4 days)				360	302
Less Lethal instructor (x1, 6 days)				0	204
Basic supervision training				185	0
Traffic Crash Reconstruction (x1, 10 days)				185	370
Hostage Negotiators Training Phase 1 and 2				155	0
AZ SRO conf (x2, 5 days)				0	370
Armorer School				204	0
AZ Crash report train the trainer				68	0
First Net Cell Service				34	0
Advanced Officer training SRO grant funded (x1)				0	215
Prescription drug investigations				22	0
Firearms, Toolmark ID, Shooting Recon(x2,7days)Carolina				0	476
Out of the area investigations - meals				0	340
Court hearing/trials and meetings				0	242
Terrorism Liaison office meetings				0	93



GENERAL FUND

Public Safety

POLICE

	FY16 Actual	FY17 Actual	FY18 Budget	FY18 Estimate	FY19 Budget
Services and Other Charges					
ANOVA Narcotics (x4-3 reimbursed by MAGNET, 4 days)				996	725
Palm print comparison (x2, 3 days, San Diego)				0	234
Western States CSI Conf (x2, 5 days)				340	340
RICO - Natl Tactical Operational Assoc - NTOA Conf (x4)				596	0
RICO - Hostage Negotiators Phase 3 (x1, 5 days)				155	0
Basic forensic training				253	0
MAGNET training (reimbursed)				0	500
Covert Ops training (x1, 5 days)				0	170
Computer forensic training - Encase (x1, 5 days)				0	185
Clan Lab basic				204	0
Child death and homicide training (x1, 5 days)				0	170
Prescription Drug investigation training				22	0
RICO - SWAT Command decisions (x1, 4 days) LV				0	136
Advanced forensic training (x1, 5 days)				290	0
Homeland Security grant				19	0
Bloodstain pattern analysis (x1, 5 days, Sedona)				0	185
Basic Drug investigations				185	0
Cold Case conf				45	0
Hostage negotiations conf				102	0
AZLERMA Records Efficiency and the Future (x2, 1 day)				0	98
AZLERMA NIBRS training (x2, 1 day) Peoria				0	98
AZLERMA Public Record Law (x2, 1 day)				0	98
IAPE Property and Evidence seminar (x1, 2 days) LV				52	68
FBI NIBRS training (2) (4 full days)				83	0
APCO W Regional Conf (x3, 3 days) LV				500	306
Dispatch Academy (x2, 14 days)				740	952
Unscheduled meetings (6 days)				22	204
Lodging	8,948	14,378	28,735	19,390	38,909
Funeral services				100	200
Technology Summit/Creative Communications (x1, 1 day)				463	150
Intl Assoc. of Chief's Conf. IACP Orlando (x1, 6 days)				1,410	1,420
Managing Police Discipline				138	0
Capers				146	0
PATC Legal and Liability Management (x1, 4 days)				0	255
Recruitment/job fairs and background investigations				915	750
Internal Affairs training (x2, 5 days)				0	1,000
AACOP (3 days, 1 dinner) Chief-Flagstaff				450	450
AZ Post Curriculum Committee (x1, 5 days)				925	925
State Training Coordinators meetings (x1, 4 days)				600	600
Chief's meeting (5, 3 nights)				275	555
PATC Background investigator training (x1, 2 days)				0	300
Problem Oriented Policing Conf (x1, 4 days)				0	450
Armorer school				200	0
LRE Academy law related education				190	0
SWAT command decisions				331	0
AZ SRO conf (x2, 5 days)				0	1,200
Hazardous Devices School- IABTI training (x3, 2 rms, 5 days)				454	1,250
PATC Hostage Negotiators Training Conference (X4, 3days)				227	720
Regional FTO (x2, 5 days)				0	500
Shot Show (x2)				147	585
AZ Leadership graduation				101	0
School Safety conf				1,010	0
Motor school				900	0
Use of Force and Documentation, recert Taser (x1, 5 days)				0	530
Advanced Officer training SRO grant funded (x1)				0	800
AZ POST Supervisor School (X3, 2rms-5 nites)				0	1,700
NTOA SWAT Team Leader Development (x1)				797	1,500



GENERAL FUND

Public Safety

POLICE

	FY16 Actual	FY17 Actual	FY18 Budget	FY18 Estimate	FY19 Budget
Services and Other Charges					
ANOA Arizona Narcotic Officers (x1, 4 nites)				308	450
Less Lethal instructor (x1, 6 days)				0	700
NTOA Natl Tactical Operational Assoc Conf (x4, 5 days)				452	2,328
GOHS Conference Phoenix (x2, 1 day)				0	210
Hostage Negotiators Training Phase 1 and 2				532	0
Advanced traffic crash investigation (x1, 10 days)				487	0
Master Taser instructor (x1, 5 days)				0	700
Hazardous Devices-New Tech(x1, 6wks)possible grant				350	4,500
Hostage Negotiators training phase 3 (x1, 5days)				877	525
Specialized Training for Promotions/reassignments				0	2,500
Traffic Crash Reconstruction (x1, 10 days)				0	860
Firearms, Toolmark ID, Shooting Recon(x2, 7days)Carolina				0	800
Out of the area investigations - Lodging				0	300
Palm print comparison (x2, 3 days, San Diego)				0	430
Computer forensic training - Encase (x1, 5 days)				0	2,500
ANOA Narcotics (x4-3 reimbursed by MAGNET, 4 days)				0	1,500
Child death and homicide training (x1, 5 days)				0	310
Advanced forensic training (x1, 5 days)				1,002	0
Evidence Tech and fingerprint ID training (Cert)				666	0
Hostage negotiations				156	0
Western States CSI Conf (x2, 5 days)				365	350
Covert ops				0	50
RICO - Hostage Negotiators Phase 3 (x1, 5 days)				877	0
Bloodstain pattern analysis (x1, 5 days, Sedona)				0	938
Basic Drug investigations				842	0
Terrorism Liaison office meetings				0	150
Cold Case conf				268	0
RICO - SWAT Command decisions (x1, 4 days, 2rms)LV				0	340
FBI NIBRS training Phoenix				344	0
AZLERMA Public Record Law (x2, 1 day)				0	200
AZLERMA Records Efficiency and Future (x2, 1 day) 2 rms				0	400
AZLERMA NIBRS training (x2, 1 day) Peoria				0	200
IAPE Property and Evidence seminar (x1, 2 days) LV				165	388
APCO W Regional Conf (x3, 3 days, 2 rms) LV				1,920	480
Unscheduled meetings (6 days)				0	960
Transportation	5,983	7,516	9,914	5,233	14,284
Technology Summit/Creative Communications (1 nite)				50	50
Chief's meetings (5)				0	250
Recruitment/job fairs and background investigations				475	600
AACOP (3 days, 1 dinner) Chief-Flagstaff				50	30
Problem Oriented Policing Conf (x1, 4 days)				0	700
Capers				459	0
Funeral services				100	200
Intl Assoc. of Chief's Conf. IACP Orlando (x1, 6 days)				544	700
AZ Post Leadership Program (16 days, 4 dinners x2)				100	400
PATC Background investigator training (x1, 2 days)				0	50
Homeland Security Grant (x3, 1 day)				0	30
Internal Affairs (x2, 5 days)				0	50
State Training Coordinators meetings (x1, 4 days)				200	200
AZ Post Curriculum Committee (x1, 5 days)				200	250
NCMEC Training				55	0
AZ Crash report train the trainer				85	0
NTOA negotiations				42	0
Pick up vehicles in Phoenix				90	0
POST ALP School				36	0
SWAT team leader				311	0
WALETA Instructors				184	0



GENERAL FUND

Public Safety

POLICE

	FY16 Actual	FY17 Actual	FY18 Budget	FY18 Estimate	FY19 Budget
Services and Other Charges					
GOHS Conference Phoenix (x2, 1 day)				48	100
Firearms training				306	0
Advanced Traffic Crash Investigation (x1, 10 days)				62	0
Homeland Security grant training				35	0
LRE Academy law related education				45	0
School Safety Conf				50	0
Hazardous Devices-New Tech(x1, 6wks)possible grant				0	750
Motor school				179	0
Hazardous Devices School- IABTI training (x3)				134	2,100
NTOA Natl Tactical Officers Assoc Conf (x4)Wisconsin				0	2,000
Less Lethal instructor (x1, 6 days)				0	1,000
MAGNET call out				0	100
Regional FTO (x2)				0	100
Master Taser instructor (x1)				0	50
Traffic Crash Reconstruction (x2, 10 days)				0	100
ANOA Arizona Narcotic Officers (x3, 1 rm, 4 nites)				126	50
Specialized Training for Promotions and reassignments				0	200
AZ SRO conf (x2, 5 days)				50	50
AZ POST Supervisor School (X3, 2rms-5 nites)				30	50
NTOA SWAT Team Leader Development (x1)				312	500
Advanced Officer training SRO grant funded (x1)				0	400
Advanced forensic training (x1, 5 days)				31	0
Out of the area investigations - Transportation				0	200
Evidence Tech and fingerprint training (Cert)				109	0
Terrorism Liaison office meetings				0	100
ANOA Narcotics (x4-3 reimbursed by MAGNET, 4 days)				163	200
Computer forensic training - Encase (x1, 5 days)				0	200
Hostage negotiations conf				50	0
Firearms, Toolmark ID, Shooting Recon(x2,7days)Carolina				0	1,274
Bloodstain pattern analysis (x1, 5 days, Sedona)				0	100
Covert ops				0	500
Palm print comparison (x2, 3 days, San Diego)				0	200
Western States CSI Conf (x2, 5 days)				20	0
ANOA Marijuana				45	0
Basic drug investigations				34	0
Basic forensic training				50	0
Cold Case conf				65	0
NTOA				24	0
AZLERMA Public Record Law (x2, 1 day)				0	50
AZLERMA NIBRS training (x2, 1 day) Peoria				0	50
AZLERMA Records Efficiency and Future (x2, 1 day) 2 rms				0	50
FBI NIBRS training Phoenix				45	0
APCO W Regional Conf (x3, 3 days, 2 rms) LV				223	0
Unscheduled meetings (6 days)				16	300
Other Travel Expenses	80	0	500	0	708
IACP Parking Orlando (6 days)				0	96
Problem Oriented Policing Conf (x1, 4 days)				0	64
Natl Tactical Officers Assoc - NTOA Conf (x4)Wisconsin				0	96
NTOA SWAT Team Leader Development (x1)				0	128
Hazardous Devices School- IABTI training (x3)				0	96
Computer forensic training parking - Encase (x1, 5 days)				0	100
Firearms, Toolmark ID, Shooting Recon(x2,7days)Carolina				0	128
Seminars and Conferences	14,993	19,024	46,752	20,042	49,632
SWAT Command				700	0
AACOP meeting				75	0
PATC Legal and Liability Management (4 full days)				0	295
Recruitment/job fairs and background investigations				295	295



GENERAL FUND

Public Safety

POLICE

	FY16 Actual	FY17 Actual	FY18 Budget	FY18 Estimate	FY19 Budget
Services and Other Charges					
Arizona Association of Chiefs of Police (x7)				875	875
Intl Assoc. of Chief's Conf. IACP Orlando (x1, 6 days)				350	350
Internal Affairs Training (x2, 5 days)				0	1,190
AACOP (3 days, 1 dinner) Chief-Flagstaff				75	125
PATC Background investigator training (x1, 2 days)				0	325
Problem Oriented Policing Conf (x1, 4 days)				0	500
Advanced Officer training SRO grant funded (x1)				0	400
AZ SRO conf (x2, 5 days)				0	500
Less Lethal instructor (x1, 6 days)				0	500
Tank Visual inspectors course local class				0	250
Specialized Training for Promotions and reassignments				0	1,000
OTS Interspiro/Guardian FFM course (Dive) (x2, 1 day)				0	370
Hazardous Devices school- IABTI required training (x3)				400	1,800
PATC Hostage Negotiators Training Conference (X4, 3days)				965	1,500
ANOA Arizona Narcotic Officers (x1, 1 rm, 4 nites)				350	350
NTOA SWAT Team Leader Development (x1)				499	675
NTOA Natl Tactical Officers Assoc Conf (x4)				1,497	2,000
Use of Force and Documentation, recert Taser (x1, 5 days)				0	400
Traffic Crash Reconstruction (x2, 10 days)				0	1,095
PATC Hostage Negotiators training phase 3 (x1, 5days)				0	695
Shot Show (x2)				400	400
Hostage Negotiators Training Phase 1 and 2				525	0
School Safety Conf.				550	0
Armorer school				600	0
NTOA				499	0
NTOA Negotiations				438	0
Hostage negotiations conf				375	0
Preventing child abuse				200	0
Synthetics webinar				309	0
RICO - SWAT Command decisions (x1, 4 days, 2rms)LV				0	730
RICO - Training - Department in-house training				0	15,000
Covert ops				0	500
Palm print comparison (x2, 3 days, San Diego)				0	800
Western States CSI Conf (x2, 5 days)				750	750
Firearms, Toolmark ID, Shooting Recon (x2, 7days) Carolina				0	1,400
ANOA Narcotics (x4-3 reimbursed by MAGNET, 4 days)				350	1,400
RICO - Natl Tactical Officers Assoc - NTOA Conf (x4)				1,497	0
Computer forensic training - Encase (x1, 5 days)				0	3,000
Child death and homicide training (x1, 5 days)				0	550
Bloodstain pattern analysis (x1, 5 days, Sedona)				0	525
Basic Forensic training				600	0
AZLERMA NIBRS training (x2, 1 day) Peoria				0	200
AZLERMA Public Record Law (x2, 1 day)				0	200
IAPE Property and Evidence seminar (x1, 2 days) LV				350	300
AZLERMA Records Efficiency and Future (x2, 1 day) 2 rms				0	200
Powerphone training TRCOLED Law Enforcement (x11)				0	3,289
Dispatch Academy (x2, 14 days)				2,400	2,400
Powerphone training (reimburse by FD) (x2)				2,500	1,238
APCO W Regional Conf (x3, 3 days, 2 rms) LV				1,618	1,260
Books and Subscriptions	5,088	9,949	8,347	12,414	18,301
Field Training Perf. Tracking Sys (Agency 360)				1,194	1,194
Misc training books				325	0
IACP Net				1,225	1,225
National Public Safety Directory				149	149
Newspaper subscriptions (3)				403	403
Arizona Criminal and Traffic Law manuals (80)				2,683	2,800
Arizona Law Officers DUI manuals (2)				96	96



GENERAL FUND

Public Safety

POLICE

	FY16 Actual	FY17 Actual	FY18 Budget	FY18 Estimate	FY19 Budget
Services and Other Charges					
Oxygen Forensics investigations				1,199	1,199
AZ Post Leadership Program				600	600
Card Integrator keycard system				0	2,210
Traffic sign analytical software (\$3000, \$1000 paid thru GOHS)				0	3,000
Incident Response Technology (FY 18-19 in RICO)				2,040	0
Police scheduling sys (Plan-it Police/Ragnasoft)				2,500	2,500
RICO Incident Response Technology (Rhoduim)				0	2,040
Powerphone continuing education subscription (x15)				0	885
Dues and Memberships	3,618	4,050	4,178	5,136	4,731
Defense Logistics Agency 1033 Program				250	250
Las Vegas Explorer program				640	0
AZ POST Leadership				300	0
Intl Association for Property and Evidence (x3)				150	150
Arizona Association of Chief's of Police (AACOP)				525	525
APCO International-dispatch				856	856
Dive team instructor				735	750
Intl Associations of Bomb Technicians (x3)				180	180
Intl Association of Chiefs of Police (IACP)				150	150
Intl Association for Identification-Forensic (x2)				160	160
Natl Tactical Officers Assoc (Group membership)				150	150
National Emergency Management Association				240	240
Rocky Mountain Information Network				250	250
Western Arizona Law Enforcement Association				500	500
National Assoc of FTO - 911				0	520
Arizona Identification Council (x2)				50	50
Meeting Expenses	193	185	200	220	700
MAGNET and other meetings				220	700
TOTAL CATEGORY	874,708	748,837	1,194,562	1,077,263	1,241,060
Supplies					
Training Supplies	1,174	1,444	1,100	1,100	6,170
Training supplies				1,100	1,100
Training barrels - Pistols (12@\$50)				0	650
Training barrels - Rifles (17@\$50)				0	920
TASER simulation suit				0	3,500
Office Supplies	12,612	11,379	16,900	16,450	16,950
Police Department office supplies				14,950	14,950
Forensic, fingerprinting, lab chemicals, supplies				1,500	1,500
Computer forensic supplies				0	500
Awards	2,992	3,098	3,150	2,825	3,150
Police Auxiliary Awards Banquet				625	700
Promotional, swearing in ceremonies, Awards				2,200	2,450
Specialty Supplies	10,549	10,725	121,803	13,044	125,610
I-Phone cases and accessories				300	300
Community events: PACT, Fire safety, NNO (moved from Patrol)				0	3,000
Evidence collection and booking supplies				4,500	6,600
Replace road flares and LED flashers				500	3,000
Replenish Individual First Aid Kits				0	2,500
Building supplies and locks (secure buildings)				135	500
Protective equip-gloves, masks, etc.				2,600	3,500
Waterway unit-buoy maintenance and boating supplies				2,000	2,250
Field drug test kits				360	360
Evidence storage supplies				220	250
Gloves and misc specialty supplies				175	200
GlobalSat USB GPS reciever (10)				0	350



GENERAL FUND

Public Safety

POLICE

	FY16 Actual	FY17 Actual	FY18 Budget	FY18 Estimate	FY19 Budget
Supplies					
Misc supplies				254	0
Police portable radio batteries, chargers and accessories				2,000	2,800
Budgeted for potential grants				0	100,000
Computer Software	3,051	1,688	1,199	1,199	300
Cell forensic investigation software (licensing)				1,199	0
Drawing software for crime scenes				0	300
Testing Supplies	0	0	1,803	1,803	1,803
60 study guides				535	535
Corporal/Sergeant testing - based on 25 applicants				495	495
Police officer tests 50 twice a year				773	773
Firearms	51,100	24,617	47,900	50,947	47,950
Rifles				16,000	0
Cabinet to secure ammo				0	2,500
Range supplies and repairs				1,000	1,200
Demolition/explosive supplies and equipment				1,200	2,250
Ammunition-duty and range qualification				11,000	13,000
Ammunition-Tactical Response Unit (SWAT)				9,000	13,000
Replacement parts, magazines and maintenance items				4,000	6,000
Less lethal ammo, pepper spray, supplies and equipment				3,500	10,000
RICO Sniper .308 Rifle				5,247	0
Gasoline	124,097	112,245	152,220	152,806	160,800
60,000 Gallons @ \$2.60/gal				148,068	156,000
60,000 Gallons Fuel Facility Charge @ \$.08/gal				4,738	4,800
Diesel	184	140	0	105	147
50 Gallons @ \$2.85/gallon				102	143
50 gallons Fuel Facility Charge @ \$.08/gallon				3	4
Uniforms	30,773	24,557	47,534	33,895	34,300
Reimbursement-uniforms damaged in the line of duty				0	250
New Negotiations uniforms				1,350	0
Command Uniform (x3)				1,700	0
Motorcycle uniforms				950	0
Transport Uniforms				500	1,000
Boating officer water shoes (x3)				275	350
Explorer Uniforms (10)				2,500	1,225
New uniforms - P and E				1,340	0
PSA/Booking officer (x3)				0	2,000
Reimbursement -patrol unit damaged in line of duty				300	800
New patrol police officers (8 @ \$2500)				20,000	20,000
New Auxiliary officers (5)				500	2,000
New SWAT team members				2,500	3,000
Uniform patches for patrol				500	800
Jacket and outer vest carrier for new detective				180	600
Reimbursement for uniforms damaged in line of duty				0	250
Forensic and non-sworn staff				100	100
Support Service uniforms				200	325
New emergency services uniforms (2)				1,000	1,600
TOTAL CATEGORY	236,532	189,892	393,609	274,174	397,180
Property					
Furniture	0	0	2,800	2,894	16,313
Replace chairs in the report writing room (8)				1,260	0
Replace chairs (11)				1,634	0
Office chairs for Records and P and E (9)				0	2,650
Locker double tier (men's rest room)				0	313
Dispatch chairs - Iron Horse 3000 (6)				0	13,350



GENERAL FUND

Public Safety

POLICE

	FY16 Actual	FY17 Actual	FY18 Budget	FY18 Estimate	FY19 Budget
Property					
Computer Equipment <\$5,000	46	14,752	1,000	0	1,000
Computer forensics parts				0	1,000
Telecomm Equipment	0	0	0	0	0
Equipment <\$5,000	59,819	67,856	107,036	140,266	166,500
General fund-portion of bullet proof vests (16)				10,186	5,600
Taser cartridges X26P				3,821	3,850
Traffic equipment (paint, cones, flags, etc.)				400	500
SWAT duffle bags				1,015	0
Weapon clearing trap				1,285	0
50 Tasers with holsters				0	60,250
Transport restraints				420	0
Motorcycle Helmet				704	0
Restraint chair				2,133	0
Dive Team - Ots Buddy Phone D2 (2)				1,618	1,500
Dive Team - Diver load out bags (3)				589	0
Negotiations - Throw phone cable				1,725	0
Negotiations - Public Address system				1,636	0
SWAT - 2nd stage drop in triqger covers (12)				2,040	0
SWAT Hammer spike				390	0
Command center truck outfit supply kit - Negotiations				500	500
Dive mask FFM with D2 Buddyphone				0	1,299
Dive team equipment - Wetsuits				1,550	0
PPV goggles				56	0
Bouyancy compensators (3) Dive				0	1,800
Holding cell camera Alarmtek (3)				0	1,800
Holding cell camera hard drive Alarmtek (3)				0	451
PVP autoswitch helmet to new radio (3)				0	1,800
SWAT triqger covers				136	0
SWAT Adapter kit for masks				170	0
RICO Rifle rated shields (2)				7,905	0
RICO - Rifle plate carriers (21@57) and plates (42@124)				12,936	7,000
RICO Rifles for Patrol (10)				0	0
RICO Ballistic helmets with face shields (21)				13,782	7,500
Forensic crime screens				367	0
Outdoor canopy				0	150
RICO P and E freezer repairs				4,400	0
RICO Protective masks				7,377	0
RICO Resp First responders kits				19,137	0
RICO Headsets				18,256	0
RICO - Gas masks (21)				0	11,000
Rapidprint time/date stamp (2)				0	1,360
Chair floor pads (4)				0	123
Drug scale for Property and Evidence (2)				255	0
Coin counter				237	0
Bike racks - impound lot (4)				0	1,075
HP Scanjet 5000 s3 (2)				0	1,360
DVD duplicator				0	455
Replacement of headset accessories				800	1,500
Portable radios and batteries				0	1,875
BPV Grant - Portion of bulletproof vests				9,440	5,600
GOHS grant - Radar Units/In Car Video Systems				15,000	13,586
GOHS grant - Motorcycle camera video system (1)				0	5,312
GOHS grant - Body worn camera systems for traffic (2)				0	3,172
GOHS grant - Hand held laser units (4)				0	9,032
MMR Kits for AR 15				0	3,450
Blast IED Simulator (2)				0	3,100



GENERAL FUND

Public Safety

POLICE

	FY16 Actual	FY17 Actual	FY18 Budget	FY18 Estimate	FY19 Budget
Property					
IED Training Aid (2)				0	1,500
MMR Kits for Glock 22				0	9,000
TOTAL CATEGORY	59,865	82,608	110,836	143,160	183,813
Contingency					
Contingency	0	0	36,280	0	22,335
To be used for RICO purposes				0	22,335
TOTAL CATEGORY	0	0	36,280	0	22,335
Capital Outlay					
Machinery and Equipment	1,334,179	272,634	142,292	111,538	41,300
Direct Link Bridge Series Crisis Response System				28,500	0
Replacement fitness equipment				0	35,000
Bomb Suit/Personal Protective Equipment				33,864	0
Forensic Fuming Chamber				0	6,300
Evidence Drying Cabinet				9,229	0
Additional Bomb Suit from Grant Funding				33,864	0
X-Ray Generator for Bomb Team				6,081	0
Vehicles	275,174	142,310	393,168	389,106	0
Animal Care and Welfare Van				21,000	0
SWAT Vehicle				153,000	0
PD Patrol vehicles (5)				215,106	0
Computer Related Equipment	0	0	0	4,543	0
RICO Capers MQ Server				4,543	0
TOTAL CATEGORY	1,609,353	414,944	535,460	505,187	41,300
TOTAL	13,097,205	12,000,404	13,678,400	13,250,809	13,708,908



GENERAL FUND

Public Safety

ANIMAL CARE AND WELFARE

	FY16 Actual	FY17 Actual	FY18 Budget	FY18 Estimate	FY19 Budget
Expenditures by Classification					
Personnel Costs	\$ 418,624	\$ 405,005	\$ 441,708	\$ 441,340	\$ 461,204
Services and Other Charges	154,333	83,811	217,695	86,093	217,444
Supplies	32,473	31,188	34,210	34,364	34,526
Property	367	4,558	-	120	7,320
Subtotal	\$ 605,797	\$ 524,563	\$ 693,613	\$ 561,917	\$ 720,494
Cost Recovery	\$ -	\$ -	\$ -	\$ -	\$ -
General Fund	\$ 605,796	\$ 524,563	\$ 693,613	\$ 561,917	\$ 720,494

Expenditures by Activity					
Animal Care & Welfare	\$ 605,796	\$ 524,563	\$ 693,613	\$ 561,917	\$ 720,494
Total	\$ 605,796	\$ 524,563	\$ 693,613	\$ 561,917	\$ 720,494

Staffing					
Sr Animal Welfare Officer	1.0	1.0	1.0	1.0	1.0
Animal Welfare Officer	3.0	3.0	3.0	3.0	3.0
Animal Welfare Technical	2.5	2.5	2.5	2.5	2.5
Total	6.5	6.5	6.5	6.5	6.5



GENERAL FUND

Public Safety

ANIMAL CARE AND WELFARE

	FY16 Actual	FY17 Actual	FY18 Budget	FY18 Estimate	FY19 Budget
Personnel Costs					
Regular Full-Time	235,308	218,565	251,874	240,910	264,336
Other Wages	20,177	31,286	40,598	42,506	47,314
Stand By Wages	16,544	17,630	15,166	17,318	15,166
Specialty Pay	0	0	0	0	0
Overtime	24,919	22,243	7,500	15,682	7,500
Accrued Leave Paid	2,813	1,087	0	0	0
Health Insurance	73,920	72,529	81,102	80,351	79,250
Social Security	1,609	1,949	2,517	2,635	2,933
Medicare	4,238	4,115	4,569	4,524	4,848
ICMA Retirement	24,780	23,473	24,846	23,148	25,974
Workers Compensation	7,645	5,097	5,736	6,466	5,483
Employee Allowance	6,669	7,031	7,800	7,800	8,400
TOTAL CATEGORY	418,624	405,005	441,708	441,340	461,204
Services and Other Charges					
Veterinarian Services	54,278	40,593	46,000	34,810	46,000
Services for sick or injured animals, exams				4,100	6,000
Spay/neuter, rabies clinic; and national spay day				30,710	40,000
Other Professional Services	4,447	4,420	106,000	4,350	106,000
Services Provided to Lauqhlin NV (contract)				0	100,000
Disposal of deceased animals				4,350	6,000
Permitting and Misc. Fees	281	231	300	231	300
Annual Mohave County controlled substance permit				231	300
Other Contracted Services	30,240	0	0	0	0
Building Repairs	1,640	945	0	0	0
General Equipment Repairs	1,286	981	1,000	1,391	1,250
Pressure washer maintenance and repairs				1,200	750
Freezer repairs				0	500
Washer repair				191	0
Vehicle Repairs and Service	15,000	13,250	13,250	13,250	13,250
Fleet rental charges				13,250	13,250
Software/Hardware Agreement	0	120	0	0	0
Property and Risk Insurance	22,224	18,292	23,072	23,072	23,764
Cellular Service	0	0	0	0	540
Additional smartphones (6)				0	540
Custom Printing	1,045	642	2,200	500	2,200
Custom printed forms				500	2,200
Per Diem	476	0	340	0	340
NACA training (x2, 5 days) LV				0	340
Lodging	1,313	223	1,100	0	500
NACA training (x2, 5 days) LV				0	500



GENERAL FUND

Public Safety

ANIMAL CARE AND WELFARE

	FY16 Actual	FY17 Actual	FY18 Budget	FY18 Estimate	FY19 Budget
Services and Other Charges					
Transportation	450	56	250	0	0
Seminars and Conferences	1,050	455	1,083	0	1,200
NACA training (x2, 5 days) LV				0	1,200
Pet of The Week Program	0	0	2,400	840	2,400
Spay/neutering (1) animal weekly, by donations				840	2,400
Animal Donation Program	17,004	2,170	16,500	6,149	15,500
Animal needs/vet services				0	10,000
Equipment/facility needs				0	5,000
Educational materials				1,150	500
Update surveillance cameras and equipment				4,999	0
Helping Paws Program	3,600	1,434	4,200	1,500	4,200
Spay/neutering services for low income residents				1,500	4,200
TOTAL CATEGORY	154,333	83,811	217,695	86,093	217,444
Supplies					
Office Supplies	747	358	600	600	600
Office supplies				600	600
Specialty Supplies	23,262	21,995	22,354	22,677	22,350
Animal care supplies				8,627	8,300
Cleaning/Disinfectants				14,050	14,050
Gasoline	6,168	5,395	8,256	8,256	8,576
3,200 Gallons @\$2.60/gal				8,000	8,320
3,200 Gallons Fuel Facility Charge @\$.08/gal				256	256
Uniforms	2,295	3,440	3,000	2,831	3,000
Uniforms damaged in the line of duty				0	500
New employee uniforms				2,021	2,500
Badges				810	0
TOTAL CATEGORY	32,473	31,188	34,210	34,364	34,526
Property					
Equipment<\$5,000	367	4,558	0	120	7,320
Mobile scanner (2)				0	280
Toughbook chargers				120	0
Computer pedestals for vans (5)				0	1,040
Shoreline steel line cages (2)				0	6,000
TOTAL CATEGORY	367	4,558	0	120	7,320
TOTAL	605,796	524,563	693,613	561,917	720,494



GENERAL FUND

General **Government**

GENERAL GOVERNMENT

	FY16 Actual	FY17 Actual	FY18 Budget	FY18 Estimate	FY19 Budget
Expenditures by Classification					
Personnel Costs	\$ 1,278,986	\$ 1,481,090	\$ 1,529,548	\$ 1,540,043	\$ 1,663,065
Services and Other Charges	1,722,155	1,807,836	2,369,348	2,297,582	2,109,922
Supplies	162,064	194,363	212,494	204,461	210,244
Property	316,355	69,674	86,045	95,406	117,025
Total	\$ 3,479,560	\$ 3,552,963	\$ 4,197,435	\$ 4,137,492	\$ 4,100,256

Expenditures by Activity					
Building Safety	\$ 335,850	\$ 400,608	\$ 484,725	\$ 470,193	\$ 523,379
Code Enforcement	440,958	383,479	426,654	450,045	484,644
Facilities Management	754,362	883,479	865,459	872,027	700,787
General Services	657,649	698,491	1,009,982	934,034	750,789
Human Services	19,625	22,306	58,538	94,784	187,988
Laughlin Retreat	29,365	58,232	59,696	53,965	61,140
Planning	189,785	185,225	201,073	176,910	210,062
Technology Services	1,051,966	921,143	1,091,308	1,085,534	1,181,467
Total	\$ 3,479,560	\$ 3,552,963	\$ 4,197,435	\$ 4,137,492	\$ 4,100,256



TECHNOLOGY SERVICES

MISSION: Provide secure, reliable technology, supported by excellent customer service.

DEPARTMENT DESCRIPTION

The Technology Services Division is a centralized service division that provides networking, telecommunication, programming services and analysis, computer and software purchasing, upgrades, and miscellaneous technology consulting services to other City departments. The Technology Services Division provides accurate and timely computer data and services to City staff to assist them in managing resources for the efficient and effective delivery of City services.

FY 2017-2018 HIGHLIGHTS

- Added multi-engine cloud sandbox that includes virtualization, hypervisor level analysis and full-system emulation
- Configured new backup failover domain controller on the City network, increasing redundancy and reducing down time
- Upgraded the Police Department's Jail Cell Camera System from Windows Server 2003 to a Windows Server 2016
- Completed the rollout of a new legal server and client software
- Completed the upgrade, installation and deployment of sixteen switches
- Configured and deployed a new Document Management Server
- Implemented the rollout of a new DPS/MORPHO/SAFRAN server and fingerprint scanners to serve the needs of the City
- Removed old, outdated SQL server and replaced it with a new virtual system
- Configured and implemented new routes for Public Safety Software Server to DPS
- Deployed twenty-three new Wireless Access Points for increased efficiency
- Configured new virtualization software allowing IT staff to proactively detect, monitor, manage and resolve performance issues before they impact the City



TECHNOLOGY SERVICES

FY 2018-2019 OBJECTIVES

- Ensure the constant security of the City network and all data located therein, continually strive to protect our network against all conceivable threats
- Ensure the sustainability of the City systems
- Endeavor to provide excellent customer service to all who depend on our systems, while seeking opportunities where the use of technology can enhance the services we provide
- Ensure that the system used within the City are reliable and available whenever they are needed
- Identify opportunities to improve in all areas

PERFORMANCE INDICATORS

MEASURE	FY17 Actual	FY18 Estimate	FY19 Budget
Obsolete PCs replaced	20	30	30
PBX phone system uptime	99%	99%	99%
Server uptime	99%	99%	99%
Internet uptime	99%	99%	99%
Obsolete servers replaced	5	6	7
Lost data (KB)	0	0	0
Recordable Safety Incidents	0	0	0



GENERAL FUND

General Government

TECHNOLOGY SERVICES

	FY16 Actual	FY17 Actual	FY18 Budget	FY18 Estimate	FY19 Budget
Expenditures by Classification					
Personnel Costs	\$ 368,658	\$ 428,339	\$ 456,299	\$ 455,459	\$ 477,704
Services and Other Charges	526,278	542,648	657,302	646,678	690,419
Supplies	20,958	13,731	41,023	40,823	41,285
Property	248,656	51,135	76,500	76,500	112,500
Subtotal	\$ 1,164,550	\$ 1,035,853	\$ 1,231,124	\$ 1,219,460	\$ 1,321,908
Cost Recovery	\$ (112,584)	\$ (114,710)	\$ (139,816)	\$ (133,926)	\$ (140,441)
General Fund	\$ 1,051,966	\$ 921,143	\$ 1,091,308	\$ 1,085,534	\$ 1,181,467

Expenditures by Activity					
Technology Services	\$ 1,164,550	\$ 1,035,853	\$ 1,231,124	\$ 1,219,460	\$ 1,321,908
Total	\$ 1,164,550	\$ 1,035,853	\$ 1,231,124	\$ 1,219,460	\$ 1,321,908

Staffing					
Technology Services Manager	1.0	1.0	1.0	1.0	1.0
Network Administrator	1.0	1.0	1.0	1.0	1.0
Network Engineer	2.0	2.0	2.0	2.0	2.0
Total	4.0	4.0	4.0	4.0	4.0



GENERAL FUND

General *Government*

TECHNOLOGY SERVICES

	FY16 Actual	FY17 Actual	FY18 Budget	FY18 Estimate	FY19 Budget
Personnel Costs					
Regular Full-Time	292,522	344,791	358,248	354,981	375,792
Accrued Leave Paid	2,027	0	5,595	5,593	5,905
Health Insurance	42,240	46,763	54,068	56,404	55,815
Medicare	4,240	4,926	5,276	5,164	5,535
ICMA Retirement	26,657	31,204	32,421	32,632	34,009
Workers Compensation	972	655	691	685	649
Employee Allowance	0	0	0	0	0
TOTAL CATEGORY	368,658	428,339	456,299	455,459	477,704
Services and Other Charges					
Other Professional Services	0	19,719	24,000	24,000	24,000
Network Cabling Administration and Police Department				24,000	24,000
Other Technical Services	11,384	2,899	33,900	33,900	39,400
ERP migration 2008 to 2012				0	5,500
ERP Software upgrades				3,600	3,600
PD - Public safety software upgrade				12,300	12,300
PD Phone System migration IPS to SV				18,000	18,000
Contract Labor	72,156	59,271	75,000	75,000	75,000
Contract staff for projects, programming and maintenance				75,000	75,000
Other Contracted Services	29,233	699	7,808	3,016	3,316
Internet video streaming/video archiving				2,900	3,200
Digital file storage \$9/month				108	108
Staffing Services				8	8
General Equipment Repairs	175	0	1,000	1,000	1,000
Printer repairs				1,000	1,000
Vehicle Repairs and Service	3,000	2,000	0	2,000	2,000
Fleet Rental Charges				2,000	2,000
Software/Hardware Agreement	293,373	294,270	371,283	359,025	388,321
Annual antivirus software				4,500	5,300
Annual firewall remote sites				1,700	2,000
Annual Subscription content filtering				2,800	2,900
Annual support code enforcement software				9,600	9,700
Annual support legal search software				690	800
Annual support voice permits (IVR)				7,410	0
Budget software				5,000	5,000
Bullheadcity.gov dns services				276	276
Cass and Pave Software (Mailing Bills)				5,985	6,285
Check Processing Equipment				11,597	12,176
City ERP annual support contract				63,000	67,500
Disaster recovery software annual support				1,860	2,000
Disk Imaging software annual contract				2,000	2,550
Document Management Licenses				2,000	2,000



GENERAL FUND

General Government

TECHNOLOGY SERVICES

	FY16 Actual	FY17 Actual	FY18 Budget	FY18 Estimate	FY19 Budget
Services and Other Charges					
Domain name renewal .gov				162	400
Email archiver				3,800	4,000
Encase support 2017-2020 (PD)				1,560	1,760
Encoder web streaming support				1,800	1,800
Handheld tablet management				5,500	5,000
License for Fillable PDF Documents				5,000	5,000
Mail exchange annual support				1,270	1,600
Malware protection				3,800	6,250
Mohave county parcel updates				165	165
NeoGov				8,900	6,700
Network file backup support				8,700	8,700
Network monitoring software FL				8,259	8,600
PD- Active Directory				3,500	3,500
PD- backup software support-Veam				9,375	9,600
PD-Annual firewall support				5,305	5,305
PD-anti virus and security vault				2,000	8,000
PD-bare metal server annual support contract				2,700	3,700
PDF viewer				3,024	6,000
PD-Radio and telephone recording				3,216	3,900
PD-radio ip software agreement				11,700	12,300
PD-Record management system				50,750	55,750
PD-remote access software				3,275	3,275
PD-ups contract				9,554	9,554
PD-vmware 6				14,328	19,000
Remote access for 20 subscribers				2,150	2,350
Sendgrid mail delivery for exchange				1,400	2,400
Spam filter annual subscription				2,500	2,800
Swich gear annual support				13,730	15,000
Threat Security Software				9,300	12,375
Transparency software agreement				8,550	8,550
Update PC Manager				8,900	8,900
Warranty coverage for file servers				16,958	18,000
Warranty parts direct certifications				1,000	1,000
Website internet video live streaming				1,200	1,200
Website subscription services				7,276	7,400
Property and Risk Insurance	16,356	13,470	16,990	16,990	17,499
Wifi Service	71,043	118,768	90,764	90,764	100,676
Administration Network Access				35,264	35,264
DPS fingerprint access				1,200	1,200
PD Network Access				34,212	44,212
Public WIFI Service				18,000	18,000
Suddenlink CC WIFI				2,088	2,000



GENERAL FUND

General Government

TECHNOLOGY SERVICES

	FY16 Actual	FY17 Actual	FY18 Budget	FY18 Estimate	FY19 Budget
Services and Other Charges					
Cellular Service	24,745	24,332	20,683	21,926	21,943
PD hot spots (23)				14,833	14,833
Portable tablets (28)				5,748	5,748
Smartphones (2)				1,345	1,362
Per Diem	34	574	680	686	680
ERP Annual Conference				210	204
Interop Conference				170	170
PD-Virtual Machine Training				170	170
Server 2016 Training				136	136
Lodging	1,988	2,692	3,780	5,104	4,430
ERP Annual Conference				2,054	1,380
Interop Conference				1,200	1,200
PD-Virtual Machine Training				1,050	1,050
Server 2016 Training				800	800
Transportation	933	992	810	2,700	1,550
ERP Annual Conference				1,850	700
Interop Conference				225	225
PD-Virtual Machine Training				225	225
Server 2016 Training				400	400
Seminars and Conferences	1,860	950	7,954	7,954	7,954
ERP Annual Conference				1,860	1,860
PD-virtual machine training				3,500	3,500
Server 2016 training				2,594	2,594
Books and Subscriptions	0	2,013	2,050	2,013	2,050
Annual Grants Management Subscription				2,013	2,050
Dues and Memberships	0	0	600	600	600
Bicsi membership				600	600
TOTAL CATEGORY	526,278	542,648	657,302	646,678	690,419
Supplies					
Office Supplies	430	0	700	700	750
Office Supplies				700	750
Specialty Supplies	83	406	0	0	0
Computer Software	20,047	13,110	39,800	39,800	40,200
Enterprise Virtual Server				12,000	12,000
Microsoft server 2018				12,000	12,000
Network management software				4,500	4,500
PBX phone system software				1,800	2,200
PD-active directory software				5,000	5,000
PD-network topology mapper				4,500	4,500
Gasoline	399	216	323	323	335
125 Gallons @\$2.60/gal				313	325
125 Gallons Fuel Facility Charge @\$.08/gal				10	10
Uniforms	0	0	200	0	0
TOTAL CATEGORY	20,958	13,731	41,023	40,823	41,285



GENERAL FUND

General *Government*

TECHNOLOGY SERVICES

	FY16 Actual	FY17 Actual	FY18 Budget	FY18 Estimate	FY19 Budget
Property					
Computer Equipment<\$5,000	241,093	32,098	51,500	51,500	87,500
NAS Drives				12,000	12,000
Network cables				2,200	2,200
PD-computer equipment				7,800	7,800
Replacement computers				19,000	30,000
Replacement desktop monitors				6,000	6,000
Replacement PC parts				4,500	4,500
Replacement UPS Batteries				0	25,000
Telecomm Equipment	6,094	18,034	25,000	25,000	25,000
PBX line cards				9,700	9,700
PBX processor and firmware				6,000	6,000
Replace phones				9,300	9,300
Equipment<\$5,000	1,469	1,003	0	0	0
TOTAL CATEGORY	248,656	51,135	76,500	76,500	112,500
TOTAL DIVISION	1,164,550	1,035,853	1,231,124	1,219,460	1,321,908



PLANNING AND ZONING

MISSION: Assist citizens, elected and appointed officials in planning for future development of the City in harmony with the community values and in accordance with the Bullhead City General Plan, facilitate community involvement in the planning decision making process and to administer adopted development and land use regulations and guidelines in a fair and consistent manner.

DEPARTMENT DESCRIPTION

The Planning Division oversees implementation of the Bullhead City General Plan and any amendments thereto, administration of the subdivision and zoning regulations, and processing of a variety of development requests. This Division serves as the staff liaison for the Board of Adjustment and the Planning and Zoning Commission.

FY 2017-2018 HIGHLIGHTS

- Actively administered the Subdivision and Zoning Regulations as adopted
- Consistent review of planning and zoning files for compliance with records retention requirements
- Section 12 Plan of Development (prepared in-house)

FY 2018-2019 OBJECTIVES

- Assist with implementing new zoning regulations to create tiny-house friendly zoning regulations
- Continue to support the local community by providing excellent customer service
- Continue to actively administer the 2016 General Plan update
- Actively work on implementing a new zoning map document to present to City Council and provide the same zoning information to Mohave County for use with the online GIS system
- Continue to review both the Subdivision and Zoning Regulations for needed improvements to foster community growth

PERFORMANCE INDICATORS

MEASURE	FY17 Actual	FY18 Estimate	FY19 Budget
Planning & Zoning Inspections	228	170	180
Planning & Zoning Items Processed	165	172	181
Planning & Zoning Permits Issued	196	128	190
Rezones	39	38	39
Final Plats	17	20	21
Preliminary Plats	4	8	9



GENERAL FUND

General Government

PLANNING AND ZONING

	FY16 Actual	FY17 Actual	FY18 Budget	FY18 Estimate	FY19 Budget
Expenditures by Classification					
Personnel Costs	\$ 176,011	\$ 179,596	\$ 188,467	\$ 167,272	\$ 192,673
Services and Other Charges	13,359	6,324	11,656	8,688	16,064
Supplies	12	368	950	950	950
Property	1,241	-	-	-	375
Subtotal	\$ 190,623	\$ 186,288	\$ 201,073	\$ 176,910	\$ 210,062
Cost Recovery	\$ (838)	\$ (1,063)	\$ -	\$ -	\$ -
General Fund	\$ 189,785	\$ 185,225	\$ 201,073	\$ 176,910	\$ 210,062

	FY16 Actual	FY17 Actual	FY18 Budget	FY18 Estimate	FY19 Budget
Expenditures by Activity					
Planning	\$ 190,623	\$ 186,288	\$ 201,073	\$ 176,910	\$ 210,062
Total	\$ 190,623	\$ 186,288	\$ 201,073	\$ 176,910	\$ 210,062

	FY16 Actual	FY17 Actual	FY18 Budget	FY18 Estimate	FY19 Budget
Staffing					
Planning Manager	1.0	1.0	1.0	1.0	1.0
Planning Specialist	1.0	1.0	1.0	1.0	1.0
Office Assistant II	1.0	1.0	1.0	1.0	1.0
Total	3.0	3.0	3.0	3.0	3.0



GENERAL FUND

General **Government**

PLANNING AND ZONING

	FY16 Actual	FY17 Actual	FY18 Budget	FY18 Estimate	FY19 Budget
Personnel Costs					
Regular Full-Time	127,994	132,414	141,043	124,841	136,979
Overtime	874	986	0	0	0
Health Insurance	31,680	30,841	31,111	27,934	39,886
Medicare	1,835	1,901	2,045	1,790	1,986
ICMA Retirement	11,663	12,073	12,764	11,242	12,397
Workers Compensation	1,966	1,381	1,504	1,465	1,425
TOTAL CATEGORY	176,011	179,596	188,467	167,272	192,673
Services and Other Charges					
Business Meals	0	0	0	0	200
City Hosted Meetings: coffee, supplies				0	200
Other Professional Services	100	0	0	0	0
Property and Risk Insurance	7,404	6,099	7,693	7,693	7,924
Custom Printing	0	0	315	315	315
Business Cards, Letterhead and Envelopes				315	315
Per Diem	148	0	150	0	362
APA AZ Chapter Planning Conference (Staff: 1, Days: 4)				0	136
ICC CEU Education (Zoning) (Staff: 2, Days: 3 each)				0	204
ICC New Certifications (Zoning) (Staff: 2, Days: 1 each)				0	22
Lodging	1,212	0	600	0	995
APA AZ Chapter Planning Conference (Staff: 1, Days: 4)				0	545
ICC CEU Education (Zoning) (Staff: 2, Days: 3 each)				0	450
Transportation	307	0	160	0	600
APA AZ State Planning Conference, Pool Vehicle (Staff: 1, Days: 5)				0	200
ICC CEU Education (Zoning), Pool Vehicle (Staff: 2, Days: 4 each)				0	320
ICC New Certifications (Zoning), Pool Vehicle (Staff: 2, Days: 1 each)				0	80
Seminars and Conferences	3,701	0	1,800	0	3,520
AICP American Inst of Civil Planners, On-line Training (Staff: 2, Courses: 12 each)				0	1,632
APA American Planning Association, AZ Chapter Planning Conference (Staff: 1,				0	550
ICC International Code Council, CEU Education (Zoning) (Staff: 2, Classes: 3 each)				0	1,200
ICC International Code Council, New Certifications On-line Study Courses (Zoning)				0	138
Books and Subscriptions	0	0	400	0	1,070
American Inst of Civil Planners Training (Staff: 2, Books: 2 each)				0	500
ICC New Certifications (Zoning) (Staff: 2, Books: 5 each)				0	570
Dues and Memberships	488	225	538	680	1,078



GENERAL FUND

General Government

PLANNING AND ZONING

	FY16 Actual	FY17 Actual	FY18 Budget	FY18 Estimate	FY19 Budget
Services and Other Charges					
American Planning Association dues (Staff: 2)				455	455
Arizona Chapter Planning Association dues (Staff: 2)				115	115
ICC New Certifications (Staff: 2, Certifications: 1 each)				0	398
International Code Council dues (Staff: 2)				110	110
TOTAL CATEGORY	13,359	6,324	11,656	8,688	16,064
Supplies					
Office Supplies	12	368	950	950	950
Office Supplies: Folders, Pens, Labels, etc.				950	950
TOTAL CATEGORY	12	368	950	950	950
Property					
Furniture	1,241	0	0	0	375
Standing Desk Ergonomic Computer Monitor Holders x1				0	375
TOTAL CATEGORY	1,241	0	0	0	375
TOTAL DIVISION	190,623	186,288	201,073	176,910	210,062



BUILDING SAFETY

MISSION: Assist citizens and businesses in building related matters and to ensure that building projects meet or exceed compliance with the International Construction Code requirements.

DEPARTMENT DESCRIPTION

As part of the Development Services Department the Building Division is the central resource for the building construction, code information, plan review, permit issuance and building construction inspections. This division serves as the staff liaison for the Building Board of Appeals. The Building Division includes the Building Official, Assistant Building Official, Senior Plan Review/Administrative Manager, Plans Examine, Permit Technician/Inspector and Office Assistant II.

FY 2017-2018 HIGHLIGHTS

- Actively administered the International Construction Code as adopted
- Processed permits for exciting new business projects such as DOT Foods, Discount Tire, Ashley Furniture, Star Nursery and The Human Bean
- Sr. Plan Review/Administrative Manager obtained one additional ICC certification

FY 2018-2019 OBJECTIVES

- Continue to support local community by providing excellent customer service
- Staff to obtain additional ICC certifications
- Adopt 2012 ICC Codes

PERFORMANCE INDICATORS

MEASURE	FY17 Actual	FY18 Estimate	FY19 Budget
Building Inspections	9,538	9,750	10,250
Building Permits Issued	1,398	1,444	1,520
New Homes Finaled	96	112	120
New Homes Permitted	104	152	160
Valuation of Permits Issued	\$34,710,418	\$84,184,894	\$49,500,000



GENERAL FUND

General Government

BUILDING SAFETY

	FY16 Actual	FY17 Actual	FY18 Budget	FY18 Estimate	FY19 Budget
Expenditures by Classification					
Personnel Costs	\$ 309,184	\$ 379,955	\$ 440,058	\$ 440,643	\$ 476,535
Services and Other Charges	19,594	18,346	38,197	23,230	38,549
Supplies	5,100	3,405	6,170	6,170	6,645
Property	2,617	-	300	150	1,650
Subtotal	\$ 336,495	\$ 401,706	\$ 484,725	\$ 470,193	\$ 523,379
Cost Recovery	\$ (645)	\$ (1,098)	\$ -	\$ -	\$ -
General Fund	\$ 335,850	\$ 400,608	\$ 484,725	\$ 470,193	\$ 523,379

Expenditures by Activity

Building Safety	\$ 336,495	\$ 401,706	\$ 484,725	\$ 470,193	\$ 523,379
Total	\$ 336,495	\$ 401,706	\$ 484,725	\$ 470,193	\$ 523,379

Staffing

Development Services Director	0.0	0.0	0.0	1.0	1.0
Building Official	1.0	1.0	1.0	0.0	0.0
Assistant Building Official	1.0	1.0	1.0	1.0	1.0
Senior Plans Examiner	1.0	1.0	1.0	1.0	1.0
Plans Examiner	1.0	1.0	1.0	1.0	1.0
Permit Technician/Inspector	0.0	0.0	0.0	1.0	1.0
Office Assistant II	0.0	1.0	1.0	1.0	1.0
Total	4.0	5.0	5.0	6.0	6.0



GENERAL FUND

General Government

BUILDING SAFETY

	FY16 Actual	FY17 Actual	FY18 Budget	FY18 Estimate	FY19 Budget
Personnel Costs					
Regular Full-Time	238,742	287,957	294,762	325,391	355,758
Other Wages	0	0	39,992	0	0
Overtime	571	984	0	0	0
Accrued Leave Paid	2,423	2,446	2,495	2,587	2,744
Health Insurance	39,600	56,188	65,622	71,348	71,808
Social Security	0	0	2,480	0	0
Medicare	3,367	4,044	4,890	4,628	5,205
ICMA Retirement	21,810	26,358	26,676	29,682	32,237
Deferred Compensation	0	0	0	2,596	3,675
Workers Compensation	2,671	1,977	3,141	3,961	4,659
Employee Allowance	0	0	0	450	450
TOTAL CATEGORY	309,184	379,955	440,058	440,643	476,535
Services and Other Charges					
Legal Notices	0	0	0	0	100
Legal Notices for 2012 I-Code Adoption				0	100
Business Meals	0	0	360	0	360
AZBO City-hosted Meetings				0	60
Code Adoption Meetings (2012 I-Codes)				0	300
Other Contracted Services	0	0	1,000	0	1,000
Contracted Plan Review				0	500
Mohave County Inspector Contract				0	500
Vehicle Repairs and Service	4,000	4,000	4,000	4,000	4,000
Fleet rental charges				4,000	4,000
Property and Risk Insurance	10,680	8,786	11,083	11,083	11,415
Cellular Service	0	32	840	0	0
Custom Printing	343	76	720	720	820
Approval Labels				200	200
Business Cards				100	120
Envelopes				120	150
Notices and Inspection Cards				300	350
Per Diem	384	217	577	441	690
AZBO Building Officials Board Meeting - Payson (Staff: 1, Days: 4)				0	136
CEU Required Education For ICC Certifications (Staff: 5, Days: 3 each)				408	510
New ICC Certifications (Staff: 4, Days: 1 each)				33	44
Lodging	1,062	176	1,200	900	1,425
AZBO Building Officials Board Meeting - Payson (Staff: 1, Days: 4)				0	300
CEU Required Education For ICC Certifications (Staff: 5, Days: 3 each)				900	1,125
Transportation	746	480	1,900	760	1,160
AZBO Building Officials Board Meeting - Payson, City Pool Vehicle (Staff: 1, Days: 4)				0	200
CEU Required Education For ICC Certifications, City Pool Vehicle (Staff: 5, Days: 4)				640	800
New ICC Certifications, City Pool Vehicle (Staff: 4, Days: 1 each)				120	160
Seminars and Conferences	1,650	1,640	2,657	2,607	3,326
AZBO Building Officials Board Meeting - Payson (Staff: 1, Days: 4)				0	50
CEU Required Education For ICC Certifications (Staff: 5, Classes: 3 each)				2,400	3,000
New ICC Certification On-line Study Courses (Staff: 4, Courses: 1 each)				207	276



GENERAL FUND

General **Government**

BUILDING SAFETY

	FY16 Actual	FY17 Actual	FY18 Budget	FY18 Estimate	FY19 Budget
Services and Other Charges					
Books and Subscriptions	240	2,309	12,641	1,500	12,641
Code Manuals (2012 I-Codes) New Code Adoption 10 sets				0	12,641
Code Manuals (2015 I-Codes) Reference 1 set				1,500	0
Dues and Memberships	488	630	1,219	1,219	1,612
AZBO Grand Canyon Chapter Employee Membership (Staff: 4)				27	36
AZBO Grand Canyon Membership (Building Official)				150	150
ICC City of BHC Membership (City Membership)				135	135
ICC Employee Membership (Staff: 5)				220	275
New ICC Certifications Exam Fees (Staff: 4, Exams: 1 each)				597	796
Renewal of ICC Certification Fees (Staff: 2)				90	220
TOTAL CATEGORY	19,594	18,346	38,197	23,230	38,549
Supplies					
Training Supplies	400	0	450	450	600
Books for New ICC Certifications (Staff: 4, Books: 3 each)				450	600
Office Supplies	1,489	1,070	1,500	1,500	1,500
Folders, Pens, Labels				1,500	1,500
Gasoline	3,210	2,335	3,870	3,870	4,020
1,500 Gallons @\$2.60/qal				3,750	3,900
1,500 Gallons Fuel Facility Charge @\$.08/qal				120	120
Uniforms	0	0	350	350	525
Inspector Staff Shirts (Staff: 3, Shirts: 5 each)				350	525
TOTAL CATEGORY	5,100	3,405	6,170	6,170	6,645
Property					
Furniture	2,482	0	0	0	1,350
Drafting Table, Adjustable Height x1				0	600
Standing Desk Ergonomic Computer Monitor Holders x2				0	750
Tools	135	0	300	150	300
Measuring Wheels, Staple Guns, etc.				150	300
TOTAL CATEGORY	2,617	0	300	150	1,650
TOTAL DIVISION	336,495	401,706	484,725	470,193	523,379



CODE ENFORCEMENT

MISSION: Protect the health, safety, and welfare of Bullhead City residents through the enforcement of the building, nuisance, property maintenance, zoning and other applicable sections of the Bullhead City Municipal Code.

DEPARTMENT DESCRIPTION

The Code Enforcement Division works to ensure compliance with various city codes. The purpose of these codes is to preserve and promote the health, safety, and welfare of Bullhead City residents and visitors alike as well as enhance the quality of life in the community. They also protect neighborhoods from blight and deteriorating conditions. The Code Enforcement Division includes three field inspectors and one office assistant.

FY 2017-2018 HIGHLIGHTS

- Actively enforced Chapter 8.08, Nuisances, Title 15, Buildings and Construction, Title 16, Subdivision Regulations, and Title 17, Zoning Regulations, as adopted
- Actively pursued the city's beautification projects by clearing abandoned structures and business signs to eliminate blight

FY 2018-2019 OBJECTIVES

- Improve turn-around time for various Code Enforcement resolutions
- Streamline use of resources and share efficiency techniques
- Persist to improve use of technology in the field
- Continue to respond to citizen complaints in a professional and efficient manner
- Remain diligent in the pursuit of the city's beautification projects

PERFORMANCE INDICATORS

MEASURE	FY17 Actual	FY18 Estimate	FY19 Budget
Nuisance Abatements	110	140	160
Dangerous Building Abatements	38	75	110
Code Enforcement Notices Sent	2,524	2,421	2,700



GENERAL FUND

General Government

CODE ENFORCEMENT

	FY16 Actual	FY17 Actual	FY18 Budget	FY18 Estimate	FY19 Budget
Expenditures by Classification					
Personnel Costs	\$ 327,102	\$ 276,152	\$ 309,773	\$ 310,868	\$ 338,871
Services and Other Charges	212,254	191,559	212,231	232,644	270,295
Supplies	4,584	3,546	5,295	5,400	5,009
Property	2,472	-	200	200	200
Subtotal	\$ 546,412	\$ 471,257	\$ 527,499	\$ 549,112	\$ 614,375
Cost Recovery	\$ (105,454)	\$ (87,778)	\$ (100,845)	\$ (99,067)	\$ (129,731)
General Fund	\$ 440,958	\$ 383,479	\$ 426,654	\$ 450,045	\$ 484,644

	FY16 Actual	FY17 Actual	FY18 Budget	FY18 Estimate	FY19 Budget
Expenditures by Activity					
Code Enforcement	\$ 546,412	\$ 471,257	\$ 527,499	\$ 549,112	\$ 614,375
Total	\$ 546,412	\$ 471,257	\$ 527,499	\$ 549,112	\$ 614,375

	FY16 Actual	FY17 Actual	FY18 Budget	FY18 Estimate	FY19 Budget
Staffing					
Code Enforcement Inspector	4.0	3.0	3.0	3.0	3.0
Office Assistant II	1.0	1.0	1.0	1.0	1.0
Total	5.0	4.0	4.0	4.0	4.0



GENERAL FUND

General Government

CODE ENFORCEMENT

	FY16 Actual	FY17 Actual	FY18 Budget	FY18 Estimate	FY19 Budget
Personnel Costs					
Regular Full-Time	240,910	199,993	222,618	220,940	242,513
Overtime	1,186	800	0	0	0
Accrued Leave Paid	122	3,166	3,165	2,095	2,994
Health Insurance	55,440	48,576	57,919	60,902	63,780
Medicare	3,452	2,867	3,274	3,152	3,562
ICMA Retirement	21,902	18,471	20,146	20,185	21,961
Deferred Compensation	0	0	0	865	1,225
Workers Compensation	4,089	2,279	2,651	2,579	2,686
Employee Allowance	0	0	0	150	150
TOTAL CATEGORY	327,102	276,152	309,773	310,868	338,871
Services and Other Charges					
Property Recording Fees	2,129	1,648	2,300	2,400	2,500
Mohave County Recording and Lien Release fees				2,400	2,500
Other Professional Services	8,085	4,621	5,000	8,000	8,000
Title Reports				8,000	8,000
Enforcement Service-Nuisance	30,468	22,355	32,500	35,000	35,000
Nuisance Abatements				35,000	35,000
Enforcement Service-Building	145,381	143,449	150,000	165,000	200,000
Dangerous Building Abatements and Demolitions				165,000	200,000
Vehicle Repairs and Service	10,000	6,000	6,000	6,000	8,000
Fleet rental charges				6,000	8,000
Property and Risk Insurance	14,304	11,780	14,859	14,859	15,305
Cellular Service	1,654	1,433	1,152	1,150	1,150
Cellphone (3)				1,150	1,150
Custom Printing	234	272	310	235	340
Business Cards				95	140
Envelopes				140	200
Dues and Memberships	0	0	110	0	0
TOTAL CATEGORY	212,254	191,559	212,231	232,644	270,295



GENERAL FUND

General Government

CODE ENFORCEMENT

	FY16 Actual	FY17 Actual	FY18 Budget	FY18 Estimate	FY19 Budget
Supplies					
Office Supplies	993	971	900	900	1,000
Folders, Pens, Pads				900	1,000
Gasoline	3,109	2,324	3,870	3,870	3,484
1,300 Gallons @\$2.60/qal				3,750	3,380
1,300 Gallons Fuel Facility Charge @\$.08/qal				120	104
Uniforms	483	251	525	630	525
Inspector Staff Shirts/jackets (5 ea /1 ea)				630	525
TOTAL CATEGORY	4,584	3,546	5,295	5,400	5,009
Property					
Furniture	2,472	0	0	0	0
Tools	0	0	200	200	200
Measuring Wheels, Tape Measure, Sledge Hammers, etc				200	200
TOTAL CATEGORY	2,472	0	200	200	200
TOTAL DIVISION	546,412	471,257	527,499	549,112	614,375



GENERAL FUND

General *Government*

LAUGHLIN RETREAT

DEPARTMENT DESCRIPTION

Mr. Don Laughlin donated a 1,200 acre ranch to the City on December 15, 2015. Valued at \$7.7 million, this property sets near highly sensitive Bureau of Land Management acreage. The City is caring and maintaining the property to keep the value high for the potential sale or trade after December 15, 2020

	FY16 Actual	FY17 Actual	FY18 Budget	FY18 Estimate	FY19 Budget
Expenditures by Classification					
Services and Other Charges	\$ 21,090	\$ 42,366	\$ 39,796	\$ 36,365	\$ 40,663
Supplies	3,280	15,486	19,900	17,600	20,477
Property	4,995	380	-	-	-
Total General Fund	\$ 29,365	\$ 58,232	\$ 59,696	\$ 53,965	\$ 61,140
Expenditures by Activity					
Laughlin Retreat	\$ 29,365	\$ 58,232	\$ 59,696	\$ 53,965	\$ 61,140
Total	\$ 29,365	\$ 58,232	\$ 59,696	\$ 53,965	\$ 61,140



GENERAL FUND

General **Government**

LAUGHLIN RETREAT

	FY16 Actual	FY17 Actual	FY18 Budget	FY18 Estimate	FY19 Budget
Services and Other Charges					
Business Meals	139	0	0	0	0
Permitting and Misc. Fees	1,335	0	0	0	0
Other Contracted Services	18,594	25,610	24,646	25,446	25,358
Caretaker				21,288	22,000
Television Service				1,158	1,158
IT Services - Network Connectivity				1,000	1,000
Security System				2,000	1,200
Building Repairs	698	993	5,000	819	5,000
Exterior stain				611	0
General building repairs (stain, oil,)				0	5,000
Generator repair				208	0
Landscaping Materials	323	0	0	0	0
Vehicle Repairs and Service	0	8,000	2,000	2,000	2,000
Fleet rental charges Ford F-150				2,000	2,000
Other Repairs and Maintena	0	3,664	3,000	2,950	3,000
Landscape Maintenance				500	3,000
Tow road grader				650	0
Service call generator				1,800	0
Property and Risk Insurance	0	4,100	5,150	5,150	5,305
TOTAL CATEGORY	21,089	42,367	39,796	36,365	40,663
Supplies					
Specialty Supplies	2,691	14,588	17,900	15,600	18,400
Caretaker supplies				2,000	4,000
Liquid Propane				13,000	13,500
Fish Food				500	800
Distilled Water for Battery Maintenance				100	100
Gasoline	589	898	2,000	2,000	2,077
775 Gallons @ \$2.60/gal				1,938	2,015
775 Gallons Fuel Facility Charge @.08/gal				62	62
TOTAL CATEGORY	3,280	15,486	19,900	17,600	20,477
Property					
Equipment<\$5,000	4,995	380	0	0	0
TOTAL CATEGORY	4,995	380	0	0	0
TOTAL DIVISION	29,365	58,232	59,696	53,965	61,140



FACILITIES MANAGEMENT

MISSION: Provide professional, technical and non-technical support of the City's public facilities to maintain a comfortable, safe and functional environment. Our personal attention to the needs of our customers is our goal and the cornerstone of the service we provide. This attitude is reflected in the quality of the work we perform.

DEPARTMENT DESCRIPTION

The Facilities Management Division provides the physical and comprehensive preventative maintenance and repair program for all City-owned buildings. Maintenance duties involve carpentry, plumbing, electrical, heating and air conditioning repair and minor remodeling. Custodial services are also provided to all City facilities.

FY 2017-2018 HIGHLIGHTS

- Replaced thirty-one 5-ton and four 4-ton HVAC units at City Hall
- Continued repairing very old air handlers within Justice Center Complex
- Replaced failed windows at Council Chambers
- Re-tinted windows at Justice Center
- Sent employee to HVAC training at Mohave Community College

FY 2018-2019 OBJECTIVES

- Continue to investigate and initiate energy saving projects
- Provide excellent customer service to all city departments and the general public
- Upgrade Public Works Annex general meeting area

PERFORMANCE INDICATORS

MEASURE	FY17 Actual	FY18 Estimate	FY19 Budget
Council Chambers Event Set-ups	128	150	150
Number of Facilities Maintained	18	18	18
Split A/C Units Maintained	65	65	65
Facilities Square Footage Maintained	138,000	138,000	138,000
Facilities Work Order Requests	375	400	400



GENERAL FUND

General Government

FACILITIES MANAGEMENT

	FY16 Actual	FY17 Actual	FY18 Budget	FY18 Estimate	FY19 Budget
Expenditures by Classification					
Personnel Costs	\$ 285,875	\$ 302,433	\$ 299,759	\$ 302,417	\$ 246,978
Services and Other Charges	378,578	468,394	481,018	480,598	379,691
Supplies	70,985	111,732	80,106	74,968	76,493
Property	28,465	8,521	9,045	18,556	2,300
Subtotal	\$ 763,903	\$ 891,080	\$ 869,928	\$ 876,539	\$ 705,462
Cost Recovery	\$ (9,541)	\$ (7,601)	\$ (4,469)	\$ (4,512)	\$ (4,675)
General Fund	\$ 754,362	\$ 883,479	\$ 865,459	\$ 872,027	\$ 700,787

	FY16 Actual	FY17 Actual	FY18 Budget	FY18 Estimate	FY19 Budget
Expenditures by Activity					
Animal Care & Welfare	\$ 763,903	\$ 891,080	\$ 869,928	\$ 876,539	\$ 705,462
Total	\$ 763,903	\$ 891,080	\$ 869,928	\$ 876,539	\$ 705,462

	FY16 Actual	FY17 Actual	FY18 Budget	FY18 Estimate	FY19 Budget
Staffing					
Facilities Maintenance Supervisor	0.0	1.0	1.0	1.0	0.0
Facilities Maintenance Foreman	1.0	0.0	0.0	0.0	0.0
Maintenance Worker III	0.0	0.0	0.0	0.0	1.0
Maintenance Worker II	1.0	1.0	1.0	1.0	0.0
Maintenance Worker I	3.0	3.0	3.0	3.0	3.0
Total	5.0	5.0	5.0	5.0	4.0



GENERAL FUND

General Government

FACILITIES MANAGEMENT

	FY16 Actual	FY17 Actual	FY18 Budget	FY18 Estimate	FY19 Budget
Personnel Costs					
Regular Full-Time	177,338	178,648	188,650	163,549	155,326
Other Wages	3,841	36,319	17,252	49,142	15,000
Overtime	7,757	3,328	3,500	2,729	3,500
Accrued Leave Paid	14,610	2,768	772	3,186	866
Health Insurance	52,800	53,041	61,921	56,435	49,507
Social Security	238	2,286	1,070	1,055	930
Medicare	2,873	3,132	3,048	3,126	2,533
ICMA Retirement	18,078	16,669	17,389	16,860	14,374
Workers Compensation	8,339	6,243	6,157	6,335	4,942
TOTAL CATEGORY	285,875	302,433	299,759	302,417	246,978
Services and Other Charges					
Other Professional Services	556	0	9,000	0	0
Other Technical Services	10	2,547	4,000	3,945	4,000
Elevator maintenance and repairs				0	2,000
Locksmith services				3,945	2,000
Permitting and Misc Fees	0	12	0	0	0
Other Contracted Services	9,251	35,284	7,900	11,047	7,000
Annual FACP NFPA (July thru December 2017)				900	0
Fire extinguisher certification and replacement				7,847	4,700
Fire sprinkler system certification and service				2,300	2,300
Water	37,976	44,118	42,802	55,718	62,116
Animal Care Bldg 2270 Trane Rd Acct 0089857				4,216	5,460
City Hall Bldg 2355 Trane Rd Acct 0271553				1,759	2,278
City Hall Bldg 2355 Trane Rd Irr Acct 0283576				2,764	3,579
Emergency Services Bldg 2500 Riverview Rd				1,211	1,568
Emergency Services Bldg 2500 Riverview Rd Fire				173	225
Fuel Facility 1275 Alonas Way Acct 0108459				795	1,030
Justice Bldg 1255 Marina Blvd #A Acct 0089859				12,455	16,129
Justice Bldg 1255 Marina Blvd #B Acct 0089861				5,948	7,703
Justice Bldg 1255 Marina Blvd Fire Acct 0089860				322	417
Justice Bldg 1255 Marina Blvd Irr Acct 0089858				15,316	19,835
Recreation Center 2047 Commercial Way Acct 0108460				163	211
Senior Center Bldg 2285 Trane Rd Acct 0089856				2,217	2,871
Suddenlink Comm Center 2380 Third Street Acct 0446671				2,217	0
Suddenlink Comm Center 2380 Third Street Acct 0446673				1,690	0
Suddenlink Comm Center 2380 Third Street Fire Acct 0446672				253	0
Suddenlink Comm Center 2390 Third Street Acct 0637626				1,828	0
TV 4 Bldg 937 Marina Blvd Acct 0120941				2,391	810
Electric	245,309	257,758	275,059	259,507	206,565
Animal Care and Welfare Bldg Acct 034				11,410	11,752
BHC Justice Center Acct 049				61,702	63,554
City Hall Bldg Acct 294				44,767	46,110
Emergency Services Bldg Acct 048				21,587	22,235
Evidence Bldg Acct 179				2,726	2,807
Mechanical Bldg Acct 193				45,878	47,255
Public Works Annex Acct 211				2,501	2,576
Recreation Center Acct 183				2,460	2,534
Rotary Park First Aid Station Acct 097				1,223	1,260
Senior Center Acct 069				4,603	4,741



GENERAL FUND

General Government

FACILITIES MANAGEMENT

	FY16 Actual	FY17 Actual	FY18 Budaet	FY18 Estimate	FY19 Budaet
Services and Other Charges					
Suddenlink Community Center Acct 310				6,941	0
Suddenlink Community Center Bldq 6 Acct 313				13,350	0
Suddenlink Community Center Bldq 7 Acct 309				7,757	0
Suddenlink Community Center Bldq 8 Acct 311				5,388	0
Suddenlink Community Center Bldgs 1, 3, 4 Acct 314				7,396	0
Suddenlink Community Center Gym Acct 308				17,660	0
Suddenlink Community Center security Light Acct 307				142	0
Suddenlink Community Center Well Acct 315				326	0
TV 4 Studio Acct 134				1,378	1,420
Wolf Court Radio Tower Acct 114				312	321
Natural Gas	2,450	1,706	1,640	1,678	375
Animal Care Bldq Acct 1006032				364	375
Suddenlink Comm Center 2410 Third Bldq St #300				950	0
Suddenlink Comm Center 2410 Third St Gym				364	0
Building Repairs	18,662	31,631	49,650	47,500	29,500
Carpentry supplies				4,500	4,500
Courtroom A remodel				14,500	0
Electrical supplies				10,000	10,000
HVAC supplies				8,000	8,000
Locks and doors				1,500	2,000
Plumbing supplies				5,000	5,000
Preventative maintenance 1255 Marina (restrooms, offices)				2,000	0
Suddenlink Community Center repairs				2,000	0
General Equipment Repairs	19,928	53,669	19,500	28,596	17,500
Air conditioner and chiller repairs				21,300	10,000
Alarm repairs all buildings				5,800	2,500
Machine repairs				998	3,000
Police station and 911 gate repairs				498	2,000
Vehicle Repairs and Service	6,000	6,000	6,000	6,000	6,000
Fleet rental charges				6,000	6,000
Maintenance Agreements	16,193	16,453	19,040	19,034	19,040
Chiller preventive maintenance agreement				6,654	6,660
Elevator service agreement				6,500	6,500
Water treatment service agreement				5,880	5,880
Other Repairs and Maintenance	551	0	24,100	23,075	5,000
Council Chambers windows				5,275	0
Electrician, Refrigeration Specialist or Plumber if necessary				4,800	5,000
Justice Center window re-tinting				13,000	0
Equip. and Vehicle Rental	479	1,662	500	480	500
Soft water tank rental				480	500
Property and Risk Insurance	19,596	16,130	20,346	20,346	20,956
Cellular Service	1,618	1,423	1,441	1,260	1,104
Cellphone (1)				420	420
Smartphone (1)				840	684
Custom Printing	0	0	40	0	35
Business cards				0	35



GENERAL FUND

General Government

FACILITIES MANAGEMENT

	FY16 Actual	FY17 Actual	FY18 Budget	FY18 Estimate	FY19 Budget
Services and Other Charges					
Seminars and Conferences	0	0	0	2,412	0
HVAC training				2,412	0
TOTAL CATEGORY	378,578	468,394	481,018	480,598	379,691
Supplies					
Improvements Noncapital	0	17,268	0	0	4,767
Water softener for cooling system				0	4,767
Office Supplies	0	0	200	200	200
Pens, pads, notebooks, etc				200	200
Specialty Supplies	28,605	33,051	19,550	15,916	16,250
Filters for cooling systems				3,489	3,500
Flags for all facilities				6,050	6,000
Operating supplies, batteries, traps				1,977	2,000
Safety supplies				1,160	1,000
Signage for offices				140	250
Water softener salt				3,100	3,500
Gasoline	2,624	3,122	4,386	4,386	4,556
1,700 Gallons @\$2.50/qal				4,250	4,420
1,700 Gallons Fuel Facility Charge @\$.08/qal				136	136
Uniforms	965	1,324	1,670	1,016	1,420
Allowance for steel-toed boots-permx4 (\$150 ea)				426	600
Allowance for steel-toed boots-temp x2 (\$60 ea)				60	120
Pants/shorts-new x1 (5ea @\$14-18)				70	90
Pants/shorts-perm x5 (3 ea @ \$14-\$18)				138	270
Shirts-new x1 (5ea @ \$14)				70	70
Shirts-perm x5 (3 ea @ \$14)				252	270
Cleaning Supplies	19,685	35,580	35,300	35,150	30,300
General cleaning supplies				11,510	11,400
Paper products				16,290	16,500
Plastic trash liners				2,500	2,400
Suddenlink Community Center cleaning/paper products				4,850	0
Chemical Products	19,106	21,388	19,000	18,300	19,000
Cleaning chemicals				18,300	19,000
TOTAL CATEGORY	70,985	111,732	80,106	74,968	76,493
Property					
Appliances	1,869	927	2,000	2,393	2,000
Appliance replacement or repair				0	2,000
Ice maker				2,393	0
Tools	0	680	300	300	300
Tools such as hammers, drills, etc.				300	300



GENERAL FUND

General **Government**

FACILITIES MANAGEMENT

	FY16 Actual	FY17 Actual	FY18 Budget	FY18 Estimate	FY19 Budget
Property					
Equipment <\$5,000	26,596	6,913	6,745	15,863	0
Air Conditions for Suddenlink (3)				13,932	0
Vacuums (6)				1,931	0
TOTAL CATEGORY	28,465	8,521	9,045	18,556	2,300
TOTAL DIVISION	763,903	891,080	869,928	876,539	705,462



GENERAL FUND

General Government

HUMAN SERVICES

	FY16 Actual	FY17 Actual	FY18 Budget	FY18 Estimate	FY19 Budget
Expenditures by Classification					
Personnel Costs	\$ 1,182	\$ 11,822	\$ 35,667	\$ 74,447	\$ 160,530
Services and Other Charges	18,720	18,500	27,458	27,458	27,458
Subtotal	\$ 19,902	\$ 30,322	\$ 63,125	\$ 101,905	\$ 187,988
Cost Recovery	\$ (277)	\$ (8,016)	\$ (4,587)	\$ (7,121)	\$ -
General Fund	\$ 19,625	\$ 22,306	\$ 58,538	\$ 94,784	\$ 187,988
Expenditures by Activity					
Human Services	\$ 19,902	\$ 30,322	\$ 63,125	\$ 101,905	\$ 187,988
Total	\$ 19,902	\$ 30,322	\$ 63,125	\$ 101,905	\$ 187,988



GENERAL FUND

General *Government*

HUMAN SERVICES

	FY16 Actual	FY17 Actual	FY18 Budget	FY18 Estimate	FY19 Budget
Personnel Costs					
Regular Full-Time	1,048	9,610	26,540	54,169	108,329
Overtime	0	0	0	159	0
Accrued Leave Paid	0	0	393	371	875
Health Insurance	0	730	5,292	12,165	37,433
Medicare	14	138	390	785	1,583
ICMA Retirement	93	872	2,402	4,927	9,804
Deferred Compensation	11	449	570	1,346	2,320
Workers Compensation	17	24	80	525	186
TOTAL CATEGORY	1,182	11,822	35,667	74,447	160,530
Services and Other Charges					
Other Contracted Services	18,720	18,500	27,458	27,458	27,458
WACOG Rural Transportation Liaison				3,958	3,958
Section 8 Housing IGA with Mohave County				3,500	3,500
Homeless Resource Center				20,000	20,000
TOTAL CATEGORY	18,720	18,500	27,458	27,458	27,458
TOTAL	19,902	30,322	63,125	101,905	187,988



GENERAL FUND

General *Government*

GENERAL SERVICES

DEPARTMENT DESCRIPTION

The General Services Division accounts for all expenditures that are Citywide and not specific to departments. These include unemployment insurance, rental of equipment such as copiers and postal meters and contractual obligations.

	FY16 Actual	FY17 Actual	FY18 Budget	FY18 Estimate	FY19 Budget
Expenditures by Classification					
Personnel Costs	\$ 16,521	\$ 112,332	\$ 20,000	\$ 10,000	\$ 20,000
Services and Other Charges	556,074	530,426	930,932	865,484	671,404
Supplies	57,144	46,094	59,050	58,550	59,385
Property	27,910	9,639	-	-	-
General Fund	\$ 657,649	\$ 698,491	\$ 1,009,982	\$ 934,034	\$ 750,789
Expenditures by Activity					
General Services	\$ 657,649	\$ 698,491	\$ 1,009,982	\$ 934,034	\$ 750,789
Total	\$ 657,649	\$ 698,491	\$ 1,009,982	\$ 934,034	\$ 750,789



GENERAL FUND

General Government

GENERAL SERVICES

	FY16 Actual	FY17 Actual	FY18 Budget	FY18 Estimate	FY19 Budget
Personnel Costs					
Accrued Leave Paid	0	93,503	0	0	0
Medicare	0	1,356	0	0	0
ICMA Retirement	0	8,462	0	0	0
Deferred Compensation	0	4,675	0	0	0
Unemployment Compensatic	16,521	4,158	20,000	10,000	20,000
Workers Compensation	0	178	0	0	0
TOTAL CATEGORY	16,521	112,332	20,000	10,000	20,000
Services and Other Charges					
Economic Dev Incentive	154,981	164,090	475,000	462,000	100,000
City sales tax rebate agreement ended March 2018				112,000	0
Development incentive				350,000	100,000
Legal Services	173,483	169,749	205,213	205,213	209,319
Public Defenders (2) Assigned 900 cases				167,902	171,261
Public Defenders-plus 200 Cases exceeding contract				37,311	38,058
Other Professional Services	2,100	2,370	27,100	2,100	147,700
Compensation and Classification Study				0	25,000
Land Exchange Consultant				0	120,000
On-site shredding services \$225/mo				2,100	2,700
Permitting and Misc. Fees	0	300	0	0	0
Other Contracted Services	10,139	2,764	0	0	0
Telephone	100,032	97,351	99,456	91,874	91,874
704-2733 \$206/mo				2,472	2,472
704-9646 \$45/mo				540	540
704-9702 \$45/mo				540	540
7251251 AFIS PHONE LINE \$79/mo				950	950
743-9754 \$29/mo				348	348
754-2608 \$28/mo				336	336
754-4057 \$45/mo				540	540
754-8877 \$99/mo				1,188	1,188
758-1069 \$370/mo				4,440	4,440
758-3735 \$83/mo				996	996
758-5109 \$184/mo				2,208	2,208
758-7626 \$39/mo				468	468
758-7898 \$6/mo				72	72
758-8209 \$55/mo				660	660
763-1045 \$88/mo				1,056	1,056
763-1110 \$329/mo				3,948	3,948
763-1379 \$45/mo				540	540
763-2224 \$228/mo				2,736	2,736
763-2507 \$52/mo				624	624
763-2974 \$45/mo				540	540
763-3107 \$83/mo				996	996
763-3153 \$83/mo				996	996
763-5848 \$51/mo				612	612



GENERAL FUND

General Government

GENERAL SERVICES

	FY16 Actual	FY17 Actual	FY18 Budget	FY18 Estimate	FY19 Budget
Services and Other Charges					
763-6000 \$130/mo				1,560	1,560
763-7247 \$53/mo				636	636
763-8548 \$152/mo				1,824	1,824
763-9086 \$45/mo				540	540
763-9400 - \$4891/mo Basic System Charges -70%				41,084	41,084
763-9400 \$1839/mo Telephone Service - 70%				15,448	15,448
986-2011 \$5/mo				60	60
986-4015 \$17/mo				200	200
986-4016 \$17/mo				200	200
986-4017 \$17/mo				200	200
986-5411 \$177/mo				2,124	2,124
Conference calls				192	192
Office Equipment Lease	70,910	55,032	62,186	45,820	53,111
Color Copies				5,000	5,000
Copier Lease				33,634	40,925
Postage Machine Lease				7,186	7,186
Dues and Memberships	22,893	23,152	24,477	24,477	24,900
Bullhead Area Chamber of Commerce Dues				200	225
Laughlin Chamber of Commerce Dues				0	130
League of Arizona Cities and Towns Dues based on city population				24,277	24,545
Tuition Reimbursement	0	1,084	4,500	1,000	4,500
Tuition Reimbursement				1,000	4,500
Strategic Plan	21,536	14,534	33,000	33,000	40,000
Strategic Plan Initiatives				33,000	40,000
TOTAL CATEGORY	556,075	530,426	930,932	865,484	671,404
Supplies					
Office Supplies	25,148	19,441	19,450	19,450	19,785
Copy Paper 8.5x11				11,000	12,000
Dispensed Bottled Water				8,200	7,535
Shipping Supplies				250	250
Awards	6,218	7,244	9,000	8,500	9,000
Annual service				8,500	9,000
Postage	25,777	19,409	30,600	30,600	30,600
Shipping Service -Fed-Ex and UPS				2,100	2,100
US Postal Service				28,500	28,500
TOTAL CATEGORY	57,144	46,094	59,050	58,550	59,385



GENERAL FUND

General *Government*

GENERAL SERVICES

Property

Computer Equipment <\$5,000	27,910	8,811	0	0	0
Equipment <\$5,000	0	828	0	0	0
TOTAL CATEGORY	27,910	9,639	0	0	0
TOTAL DIVISION	657,649	698,491	1,009,982	934,034	750,789



GENERAL FUND

Culture-Recreation

CULTURE-RECREATION

	FY16 Actual	FY17 Actual	FY18 Budget	FY18 Estimate	FY19 Budget
Expenditures by Classification					
Personnel Costs	\$ 1,451,603	\$ 1,633,136	\$ 1,794,701	\$ 1,646,773	\$ 1,745,546
Services and Other Charges	1,650,944	1,670,257	1,188,483	881,716	1,123,730
Supplies	456,799	553,501	669,311	519,431	728,160
Property	9,812	25,103	14,710	11,674	48,108
Subtotal	\$ 3,569,158	\$ 3,881,997	\$ 3,667,205	\$ 3,059,594	\$ 3,645,544
Cost Recovery	\$ (1,075,368)	\$ (1,096,878)	\$ (602,566)	\$ (146,251)	\$ (342,648)
General Fund	\$ 2,493,790	\$ 2,785,119	\$ 3,064,639	\$ 2,913,343	\$ 3,302,896

Expenditures by Activity					
Parks Maintenance	\$ 1,963,908	\$ 1,893,513	\$ 2,027,580	\$ 1,952,890	\$ 2,187,495
Special Events	907,953	1,079,167	579,304	139,091	326,177
Recreation Services	591,165	791,646	934,269	837,362	895,405
Park Rangers	63,941	74,142	75,529	76,219	85,484
Suddenlink Community Center	42,190	43,529	50,523	54,032	150,981
Total	\$ 3,569,158	\$ 3,881,997	\$ 3,667,205	\$ 3,059,594	\$ 3,645,544

Staffing					
Recreation Staff	4.0	5.0	5.0	5.0	5.0
Parks Maintenance	14.0	16.0	17.0	16.0	17.0
Total	18.0	21.0	22.0	21.0	22.0



RECREATION

MISSION: Provide the finest programs, events and services to enrich daily life for the citizens of Bullhead City and the surrounding area. The division fosters a lifetime appreciation and involvement in recreation and wellness activities for our community. The Recreation Division contributes to the physical, social, intellectual and cultural development of those we serve.

DEPARTMENT DESCRIPTION

The Recreation Division provides the Community with a broad, varied and interesting selection of special events and activities. This involves both active and passive programs designed to meet the needs of all residents regardless of age, sex, socio-economic status, race or any disabilities. The Recreation Division also manages the Suddenlink community center.

FY 2017-2018 HIGHLIGHTS

- Served more than 900 customers in AARP free tax service program
- Expanded pickleball to 6 days per week and added additional 4 days at the Boys & Girls Club, drawing more than 2,800 players throughout the year
- Increased number of full-time reservations at Suddenlink Community Center from 8 to 13
- Started a new event at Ken Fovargue Park called Splash Bash with 2500 participants in year one
- Expanded Friday Night basketball league to 10 teams with 2 teams of girls
- Increased participation in all water activities as the result of the pool being heated year-round
- Softball leagues went to "bat-provided" format, to eliminate problems with bat altering
- Received "Excellent" health code rating in all concession operations
- Increased the Tri-State Veteran Day Parade participants by 3 floats
- Increased winter Festival participation by 16% and added full Carnival to event
- Held City and Non-Profit events such as Halloween Fest, Family Movie Night, BHCFD Training, BHCPD Field Training, Women Helping Women, BLM Training, Search and Rescue, and United Blood Services at the Suddenlink Community Center
- Increased to 19 teams in men's and co-ed softball
- 869 athletes registered to compete in the second Bullhead City/Laughlin Senior Games
- Increased Fall Senior Softball Tournament to 54 teams
- Spring Senior Softball Tournament attracted 4 of the very best softball clubs from around the country including former State and National Champions
- Implemented new, cutting-edge equipment safety standard in sports league to ensure player safety
- Had 18 teams register for the 23rd Annual Toys for Kids Tournament
- Collected over 200 more toys from the Toys for Kids Softball Tournament for the Firefighters toy Drive
- Brought back a popular tournament: Beat the Heat Overnight Tournament
- Created a Softball Tournament Board of Advisors for all Senior Tournaments
- Brought in 55 teams for the 2017 Fall Classic Tournament
- Created and successfully ran a 5K Dash or Dye Run with over 100 participants



RECREATION

FY 2018-2019 OBJECTIVES

- Average 1 special event or sports tournament in our parks per weekend (except July-August)
- Increase Holiday High School Basketball Tournament to 20 teams
- Implement step water aerobics program
- Continue to grow participation in each aquatic program
- Add, plan, and coordinate three new special events: Street Fest, Fall Festival, and Pro-Am Fishing Derby
- Double the reservations held at the Suddenlink Community Center
- Grow local softball leagues to 24 teams
- Successfully host one dive in movie night a month in May, June, July, and August of this budget year
- Register 2,000 athletes for the third annual Bullhead City/Laughlin Senior Games
- Surpass \$60,000 in Senior Games revenue collections
- Conduct an adult soccer tournament for 12 teams
- Conduct an adult soccer league for 8 teams
- Create more youth programs at Suddenlink Community Center
- Recruit, train and retain 3 new softball umpires to meet demand
- Increase Fall Senior Softball Tournament to 70 teams
- Maintain the most up-to-date safety measures for participants in softball leagues and tournaments
- Find sponsorships, grants and/or other funding mechanisms to help offset the cost of running current programs
- Continue to analyze, enhance, plan, budget, market and coordinate cities current major special events
- Continue to increase participation/revenue at all City sponsored special events
- Assist as needed with commissions
- Continue networking and fostering positive relationships with state, county and city staff, public safety, promoters, marketing companies, event management firms, transportation companies, event vendors, utilities, city council, commission members and community leaders



RECREATION

PERFORMANCE INDICATORS

MEASURE	FY17 Actual	FY18 Estimate	FY19 Budget
4th of July BBQ Bash	180	180	180
Beat the Heat Tournament Players	0	360	450
Beat the Heat Tournament Teams	0	24	30
Dive In Movie Participants	283	300	360
Junior Lifeguard Program	20	20	20
Lap Swim Participants	600	2,000	2,300
Monsoon Madness Pickleball Tournament	0	64	80
Not So Polar Plunge Participants	0	0	180
Open Swim	5,000	5,000	5,000
Swim Lessons	600	600	600
Tri-State Veterans Day Parade Floats	72	74	76
Tri-State Veterans Day Parade Participants	600	1,200	2,400
Water Aerobics	1,300	5,000	5,200
Youth Summer Basketball Tournament Teams	0	0	24
Adult Softball League Players	1,140	1,500	2,000
Adult Softball League Teams	70	80	85
Fall Senior Tournament Players	880	1,050	1,170
Fall Senior Tournament Teams	55	65	70
Spring Senior Tournament Players	1,056	1,168	1,312
Spring Senior Tournament Teams	66	73	82
Toys for Kids Softball Tournament Players	324	396	432
Toys for Kids Softball Tournament Teams	18	22	24
Adult Kickball League Players	0	0	128
Adult Kickball League Teams	0	0	8
Adult Soccer League Players	0	140	320
Adult Soccer League Teams	0	7	16
Halloween Fest	2,000	2,500	3,000
Winter Festival	2,000	2,500	3,000
Bluegrass Participants	0	1,500	0
Bluegrass Camping	0	80	0
BHC Street Fest Participants	0	1,500	2,000
BHC Street Fest Vendors	0	50	100
Dash or Dye 5K Run	100	150	200
Splash Bash	1,500	2,000	3,000
BHC Fishing Derby	0	100	300



GENERAL FUND

Culture-Recreation

RECREATION

	FY16 Actual	FY17 Actual	FY18 Budget	FY18 Estimate	FY19 Budget
Expenditures by Classification					
Personnel Costs	\$ 625,719	\$ 724,097	\$ 820,220	\$ 730,586	\$ 708,822
Services and Other Charges	866,259	1,091,748	593,104	276,976	452,889
Supplies	105,912	157,497	213,941	89,445	267,469
Property	7,358	15,141	12,360	9,697	28,868
Subtotal	\$ 1,605,248	\$ 1,988,483	\$ 1,639,625	\$ 1,106,704	\$ 1,458,048
Cost Recovery	\$ (910,071)	\$ (1,080,301)	\$ (602,566)	\$ (140,079)	\$ (342,647)
General Fund	\$ 695,177	\$ 908,182	\$ 1,037,059	\$ 966,625	\$ 1,115,401

	FY16 Actual	FY17 Actual	FY18 Budget	FY18 Estimate	FY19 Budget
Expenditures by Activity					
Recreation Services	\$ 591,165	\$ 791,646	\$ 934,269	\$ 837,362	\$ 895,405
Park Rangers	63,941	74,142	75,529	76,219	85,484
Suddenlink Community Center	42,190	43,529	50,523	54,032	150,981
River Regatta	872,105	972,098	-	-	-
Senior Games	-	53,981	404,705	91,436	248,663
Bluegrass Festival	33,355	36,294	57,693	29,603	-
Farmers Market	-	14,404	13,506	13,947	20,180
Winter Festival	2,493	2,196	8,692	3,505	2,902
BHC Fishing Derby	-	194	48,228	-	14,811
BHC Street Fest	-	-	19,992	-	19,554
BOTW Soccer Tourney	-	-	26,488	-	-
Fall Festival	-	-	-	-	9,503
Splash Bash	-	-	-	600	10,564
Total	\$ 1,605,248	\$ 1,988,483	\$ 1,639,625	\$ 1,106,704	\$ 1,458,047

	FY16 Actual	FY17 Actual	FY18 Budget	FY18 Estimate	FY19 Budget
Staffing					
Parks and Recreation Superintendent	0.0	0.0	0.0	1.0	1.0
Recreation Manager	1.0	1.0	1.0	1.0	1.0
Special Event Coordinator	1.0	1.0	1.0	0.0	0.0
Recreation Supervisor	2.5	2.5	2.5	2.5	2.5
Office Specialist II/Pool Manager	1.0	0.0	0.0	0.0	0.0
Office Assistant II	0.0	1.0	1.0	1.0	1.0
Total	5.5	5.5	5.5	5.5	5.5



GENERAL FUND

Culture-Recreation

RECREATION SERVICES

	FY16 Actual	FY17 Actual	FY18 Budget	FY18 Estimate	FY19 Budget
Personnel Costs					
Regular Full-Time	224,073	288,412	306,801	282,165	250,662
Other Wages	123,732	179,757	213,220	200,951	198,019
Overtime	952	0	0	225	0
Accrued Leave Paid	0	0	0	3,094	0
Health Insurance	50,160	63,849	62,445	62,395	55,879
Social Security	7,652	11,025	13,220	12,389	12,277
Medicare	5,024	6,702	7,542	6,985	6,506
ICMA Retirement	20,368	26,092	27,766	25,816	22,685
Deferred Compensation	0	67	0	1,141	0
Workers Compensation	4,846	4,665	5,216	4,794	4,215
TOTAL CATEGORY	436,807	580,570	636,210	599,955	550,242
Services and Other Charges					
Business Meals	37	0	0	0	0
Administrative Fees	40,000	50,000	50,000	50,000	50,000
Boys and Girls Club Annual Agreement				50,000	50,000
Other Professional Services	250	0	0	0	2,250
Monsoon Madness Pickleball Tournament Registration Services				0	750
Dink for Pink Pickleball Tournament Registration Services				0	750
Snowbird Send-off Pickleball Tournament Registration Services				0	750
Permitting and Misc. Fees	2,032	3,055	5,426	5,426	5,426
Concession Stand Annual Health Permits				3,126	3,126
Red Cross Authorized Provider fee				300	300
Red Cross Annual Learn to Swim Facility fee				300	300
Annual County Health Permit				1,700	1,700
Contract Labor	28,084	40,411	84,356	65,006	91,996
Officiating of Softball Leagues and Tournaments				48,956	48,956
Sunday Skills 25 wks, 2 hr/wk, \$15/player, 10 players				0	3,750
High School Holiday Basketball Tournament				0	4,900
HS B-Ball League 2 Refs \$25 x 70 games				3,400	2,800
Soccer Center Refs Spring Season				0	1,370
Adult B-Ball Tourney refs- 2 Refs @ \$35/Gm x 31				0	2,170
Youth Summer B-Ball Tourney Refs				850	3,560
Adult B-Ball League Refs				6,800	18,900
Adult Baseball Umps \$30/qgame, 72 games				0	2,160
Junior B-Ball League Refs \$25/qm x 54 games				0	1,350
Soccer AF Refs Spring Season				0	2,080
Receptionist Temps				5,000	0
Other Contracted Services	1,175	400	250	425	1,250
Dink for Pink Pickleball Tournament Logo				0	500
Snowbird Send-off Pickleball Tournament Logo				0	500
Santa Suit Cleaning				125	125
Bunco - Chamber of Commerce Rental				175	0
Bravo the Bull Suit Cleaning				125	125
General Equipment Repairs	700	50	0	0	200
City Issued Bat Repair				0	200



GENERAL FUND

Culture-Recreation

RECREATION SERVICES

	FY16 Actual	FY17 Actual	FY18 Budget	FY18 Estimate	FY19 Budget
Services and Other Charges					
Vehicle Repairs and Service	3,000	3,530	3,750	3,750	3,750
Internal Charge for Use of City Vehicle				3,750	3,750
Software/Hardware Agreement	1,240	0	0	0	0
Equip. and Vehicle Rental	0	320	600	0	600
Snowbird Send-off Pickleball Tournament Swamp Cooler/Heater Rentals				0	300
Dink for Pink Pickleball Tournament Swamp Cooler /Heater Rentals				0	300
Land and Building Lease	5,400	35,400	22,070	32,100	9,700
Rotary Park Jetty Lease 023-095649-03				1,800	1,800
Community Park Dock Lease #023-102510-03				1,800	1,800
Rotary Park Dock Lease #023-094309-03				1,800	1,800
Riviera/Sunshine Marine Lease #023-103413-03				2,400	2,400
Section 12 Recreation Concession Lease AZ 29258				22,500	100
Section 12 Launch Ramp Rental Lease #023-119505-03				1,800	1,800
Music License Agreement	0	1,082	0	0	0
Property and Risk Insurance	31,512	25,934	32,712	32,712	33,694
Program Insurance	0	0	1,110	0	1,200
Annual AFA Renewal				0	1,200
Cellular Service	933	2,640	2,040	2,720	2,780
1 Smartphone				600	0
Service for four smartphones				2,120	2,780
Other Advertising	1,344	0	600	600	500
SSUSA Senior Softball Promotions				500	500
Recreation Banners				100	0
Custom Printing	674	1,913	3,775	2,684	5,375
Veteran's Day Parade Flyers				0	200
Senior Softball Tournament Flyer Printing				0	500
Soccer League Flyers and Brackets				0	150
Snowbird Send-off Pickleball Tournament Flyers				0	200
Youth Basketball Camp				0	150
Tournament Brackets				0	350
Monsoon Madness Pickleball Tournament Flyers				0	200
Dink for Pink Pickleball Tournament Flyers				0	200
Softball Flyers and Brackets				0	150
Business Cards 5 boxes @ \$35 each				175	175
Pool Event Flyers				0	500
Watercraft Rental Consumer Protection Forms				1,600	1,600
Watercraft Launch Commercial Stickers Cardboard Passes				909	1,000
Per Diem	0	83	0	0	0
Transportation	0	130	0	0	0
Seminars and Conferences	708	2,278	2,400	2,400	3,570
2018 APRA Annual Conference (2 people)				0	1,020
Lifeguard, WSI, Junior Guard Training including Materials				2,400	1,050
Water Aerobics - Aqua Con				0	1,500
Dues and Memberships	396	0	150	150	300
APRA Membership x 2				0	150
Notary Renewal				150	150
TOTAL CATEGORY	117,484	167,226	209,239	197,973	212,591



GENERAL FUND

Culture-Recreation

RECREATION SERVICES

	FY16 Actual	FY17 Actual	FY18 Budget	FY18 Estimate	FY19 Budget
Supplies					
Training Supplies	0	0	400	400	300
CPR Masks (30 @ \$10.00)				200	300
Junior Lifeguard Program Supplies				200	0
Office Supplies	1,141	1,308	12,686	1,354	12,971
Undesignated Arts Fund Balance				0	11,471
Athletic Office Supplies				0	400
Admin Office Supplies				800	400
Launch Booth Office Supplies				54	200
Pool Office Supplies				500	500
Awards	8,786	11,161	21,320	5,173	21,005
Trophies for Adult Soccer League				0	500
Trophies for Softball Leagues				0	600
Shirts for Toys for Kids Softball Tournament				0	500
Dash or Dye Shirts				1,000	1,000
Adult Baseball Trophies				150	150
Adult Basketball Tournament Cash Prizes				1,000	1,000
Adult Basketball Tournament Champion Shirts				240	240
Junior Basketball League Trophy				100	100
Adult Basketball Tournament Trophies				155	155
Monsoon Madness Pickleball Tournament Medals				320	2,500
Shirts for Beat the Heat Adult Softball Tourney				0	500
Trophy for Beat the Heat Adult Softball Tourney				0	200
High School Basketball League Champ Shirts				600	600
Dink for Pink Pickleball Tournament Medals				0	2,500
Youth Christmas B-Ball Tourney Medals				348	400
Adult Basketball League - Champ Shirts				900	900
Youth Summer Basketball Tourney Trophies and medals				120	420
Youth Summer B-Ball Tourney Champ Shirts				240	240
Shirts for Fall Classic Senior Tourney				0	5,000
Senior Softball Tournament Medals and Lanyards				0	1,000
Snowbird Send-off Pickleball Tournament Medals				0	2,500
Specialty Supplies	15,172	20,163	21,886	12,725	28,085
Veterans Day Parade Supplies				0	1,000
Softballs for Adult League and Tournaments- 1,107 @ \$2.71 EACH				3,000	3,000
Snowbird Send-off Pickleball Tournament Shirts				0	2,000
Dash or Dye Goodie Bags				0	500
Youth Holiday Tournament T-Shirts				958	1,920
Monsoon Madness Pickleball Tournament Shirts				453	2,000
Youth Summer B-Ball Tourney ball				65	65
Monsoon Madness Pickleball Tournament: Balls (10 SETS @ \$17.00)				164	0
Dink for Pink Pickleball Tournament Shirts				0	2,000
High School B-Ball League Scorebooks (2)				20	20
High School B-Ball League Balls (2)				130	0
Snowbird Send-off Pickleball Tournament Swag Bags				0	1,500
Pickleball Paddles 5 @ \$25 each				125	125
Pickleball Nets (5)				460	1,150
Summer Youth B-Ball Tourney Ball				65	65
Youth Holiday Tournament Balls (4)				130	260
Adult Basketball League Balls 2@ \$65				130	130
Youth B-Ball Camp Shirts				0	600
Adult Basketball League Scorebooks (5)				20	50
Adult B-Ball Tourney Outdoor Balls - 3 @ \$75				75	75
Equipment for Adult Soccer League and Tournaments				1,410	200
Youth Holiday B-Ball Tourney Scorebooks(3)				20	30
Horseshoe league shoes and stakes (4 sets)				0	300



GENERAL FUND

Culture-Recreation

RECREATION SERVICES

	FY16 Actual	FY17 Actual	FY18 Budget	FY18 Estimate	FY19 Budget
Supplies					
Adult Baseball Balls, 4 boxes @ \$75 each				300	300
Sunday Skills Weighted balls (2)				160	0
Sunday Skills Tennis Balls (15)				15	0
Sunday Skills Blocking Pad				75	0
Basketball Nets, pickleball nets and volleyball nets for parks				500	1,140
Kickballs for Adult League 12 @ \$12.95				0	155
Monsoon Madness Pickleball Tournament First Server Wristbands				0	500
Dink for Pink Pickleball Tournament First Server Wristbands				0	500
Snowbird Send-off Pickleball Tournament First Server Wristbands				0	500
Monsoon Madness Pickleball Tournament Swag Bags				0	1,500
Dink for Pink Pickleball Tournament Swag Bags				0	1,500
Dash or Dye Supplies- glow stick, paint, balloons				2,000	3,000
Dive in Movies: Food, Beverage, Napkins, and Utensils (2 @ \$250.00)				400	500
Sunblock (20 @ \$5.00)				100	100
Dive in Movies: Decorations, Goodie Bags, and Prizes (2 @ \$250.00)				800	500
July 4th BBQ Bash: Food, Beverage, Napkins, and Utensils				200	300
Not So Polar Plunge: Decorations, Goodie Bags, Prizes				200	0
July 4th BBQ Bash: Decorations, Goodie Bags, and Prizes				250	250
Pool Party Food (10 @ \$30.00)				300	300
Junior Lifeguard Graduation Party: Food				0	50
Not So Polar Plunge: Food, Beverage, Napkins, Utensils				200	0
Computer Software	0	499	0	0	30,165
Exposure Events Membership and Listing				0	165
New Calendar, Registration, and Booking Software				0	30,000
Gasoline	264	549	903	903	938
350 Gallons Fuel Facility Charge @ \$.08/gal				28	28
350 Gallons @ \$2.60/gal				875	910
Food/Beverage for Resale	1,774	4,739	15,950	10,312	19,950
Youth Christmas Tournament Hospitality				400	500
Sports League and Tourney Concessions				6,000	8,000
Adult Baseball League Snack Bar Supplies				450	450
Basketball League Concessions				0	400
Youth Summer B-Ball Tournament Snack Bar and Hospitality				1,100	1,100
Monsoon Madness Pickleball Tournament Hospitality				300	500
Dink for Pink Pickleball Tournament Hospitality				0	500
Senior Tournament Hospitality				0	1,000
High School B-Ball League Concessions				1,000	1,000
Snowbird Send-off Pickleball Tournament Hospitality				0	500
Community Park Snack Bar Food and Drink for Resale				0	5,000
Launch Booth Ice				1,062	1,000
Uniforms	6,708	2,239	5,195	4,615	3,760
Athletic Staff Shirts				2,000	1,000
Rec Shirts for Staff				100	300
Chief Lifeguard Tank Tops (10 @ \$8.00)				80	80
Lanyards (30 @ \$0.60)				18	18
Launch Booth Staff Shirts				0	120
Assistant Manager Tank Tops (2 @ \$8.00)				16	16
Water Safety Instructor Tank Tops (10 @ \$8.00)				80	80
Lifeguard Parkas (3 @ \$80.00)				350	240
Manager Tank Tops (2 @ \$8.00)				16	16
Lifeguard Tank Tops (30 @ \$8.00)				240	240
Junior Guard Tank Tops (12 @ \$8.00)				0	96
Female Guard Suits (12 @ \$40.00)				600	480
Pool Attendant T-Shirts (8 @ \$8.00)				80	64
Lifeguard Hip Packs (10 @ \$15.00)				150	150
Female Guard Shorts (12 @ \$15.00)				225	180
Male Guard Suits (12 @ \$40.00)				600	480
Lifeguard Whistles (50 @ \$4.00)				60	200



GENERAL FUND

Culture-Recreation

RECREATION SERVICES

	FY16 Actual	FY17 Actual	FY18 Budget	FY18 Estimate	FY19 Budget
Supplies					
Cleaning Supplies	0	1,046	1,470	1,392	1,280
Commercial Floor Squeegee (2 @ \$40.00)				120	80
Launch Booth Cleaning Supplies				122	200
Pool Cleaning Supplies: Floor, Toilet Bowl, and Window Cleaners, Hand Soap, Vacuum				1,000	1,000
				150	0
TOTAL CATEGORY	33,845	41,704	79,810	36,874	118,454
Property					
Computer Equipment<\$5,000	0	452	0	0	780
iPad Pro 10.5" With Service				0	780
Equipment<\$5,000	1,764	1,695	4,010	2,560	8,338
City Issued Bats 12 @ \$150.00				0	1,800
Pickleball Tournament Balls				0	500
Swim lesson teaching platforms (3)				0	3,500
Assorted Life Jackets (30 @ \$17.00)				0	510
Water Aerobics Supplies: Fitness Bells Various Sizes (45 @ \$12.00)				540	0
Water Aerobics Supplies: Aqua Step Systems (10 @ \$100.00)				1,700	1,000
Swim Lesson Training Aids				100	100
Megaphone (2 @ \$19.00)				38	38
Rescue Tubes (2 @ \$55)				72	110
Umbrella (2 @ \$55.00)				110	110
Bulletin Display Cabinets				0	600
Junior Guard Rescue Tubes (2 @ \$35)				0	70
Parks Memorial Program	1,265	0	5,000	0	5,000
Benches or trees to honor family members by donation				0	5,000
TOTAL CATEGORY	3,029	2,146	9,010	2,560	14,118
TOTAL DIVISION	591,165	791,646	934,269	837,362	895,405



GENERAL FUND

Culture-Recreation

PARK RANGERS

	FY16 Actual	FY17 Actual	FY18 Budget	FY18 Estimate	FY19 Budget
Personnel Costs					
Other Wages	48,108	52,768	50,283	50,958	58,348
Social Security	2,970	3,272	3,118	3,159	3,618
Medicare	695	765	729	738	846
Workers Compensation	2,162	1,802	1,780	1,753	1,861
TOTAL CATEGORY	53,934	58,607	55,910	56,608	64,672
Services and Other Charges					
Vehicle Repairs and Service	4,000	6,000	6,000	6,000	6,000
Fleet rental charges				6,000	6,000
Property and Risk Insurance	4,236	3,491	4,404	4,404	4,536
Cellular Service	837	937	783	775	1,404
Cellphone				775	804
Smartphone				0	600
TOTAL CATEGORY	9,073	10,428	11,187	11,179	11,940
Supplies					
Office Supplies	0	55	100	100	150
Clipboards, pens, notepads, etc.				100	150
Specialty Supplies	83	36	0	100	100
Rakes, Push Broom, Trash Grabbers				100	100
Gasoline	829	4,997	7,482	7,482	7,772
2,900 Gallons Fuel Facility Charge @\$.08/qal				232	232
2,900 Gallons @\$2.60/qal				7,250	7,540
Uniforms	22	13	500	500	500
Shirts, Jacket, Hat and Shoe allowance				500	500
TOTAL CATEGORY	933	5,102	8,082	8,182	8,522
Property					
Tools	0	6	350	250	350
Leathermen and Flashlights				250	350
TOTAL CATEGORY	0	6	350	250	350
TOTAL DIVISION	63,941	74,142	75,529	76,219	85,484



GENERAL FUND

Culture-Recreation

SUDDENLINK COMMUNITY CENTER

	FY16 Actual	FY17 Actual	FY18 Budget	FY18 Estimate	FY19 Budget
Personnel Costs					
Other Wages	35,539	35,329	43,014	44,796	46,652
Overtime	0	61	0	0	0
Social Security	2,204	2,196	2,667	2,778	2,892
Medicare	515	514	624	650	676
Workers Compensation	558	429	477	517	467
TOTAL CATEGORY	38,817	38,529	46,782	48,741	50,687
Services and Other Charges					
Permitting and Misc. Fees	0	659	750	750	1,426
Food handlers cards				0	100
Snack bar inspection				0	105
Food permit				0	471
Movie Licensinq				750	750
Contract Labor	520	576	0	0	0
Water	0	0	0	0	7,754
Suddenlink Comm Center 2390 Third Street Acct 0637626				0	2,367
Suddenlink Comm Center 2380 Third Street Acct 0446671				0	2,870
Suddenlink Comm Center 2380 Third Street Acct 0446673				0	2,189
Suddenlink Comm Center 2380 Third Street Fire Acct				0	328
Electric	0	0	0	0	60,727
Suddenlink Community Center Acct 310				0	7,149
Suddenlink Community Center Bldqs 1, 3, 4 Acct 314				0	7,618
Suddenlink Community Center Gym Acct 308				0	18,190
Suddenlink Community Center security light Acct 307				0	146
Suddenlink Community Center Well Acct 315				0	335
Suddenlink Community Center Bldq 8 Acct 311				0	5,550
Suddenlink Community Center Bldq 6 Acct 313				0	13,750
Suddenlink Community Center Bldq 7 Acct 309				0	7,989
Natural Gas	0	0	0	0	1,354
Suddenlink Comm Center 2410 Third Bldq St #300 Acct 0090272				0	979
Suddenlink Comm Center 2410 Third St Gym Acct 1075715				0	375
Building Repairs	0	0	0	0	2,500
Suddenlink Community Center repairs				0	2,500
Equip. and Vehicle Rental	0	65	0	0	0
Property and Risk Insurance	2,352	1,935	2,441	2,441	2,514
Cellular Service	0	0	0	0	1,134
Smartphone				0	450
Service for smartphone				0	684
TOTAL CATEGORY	2,872	3,235	3,191	3,191	77,409
Supplies					
Office Supplies	28	38	100	100	400
Pens, Tape, Markers, Lamination, Passes, Paper, etc.				100	400



GENERAL FUND

Culture-Recreation

SUDDENLINK COMMUNITY CENTER

	FY16 Actual	FY17 Actual	FY18 Budget	FY18 Estimate	FY19 Budget
Supplies					
Specialty Supplies	433	1,727	450	1,000	8,935
Table covers for meeting rooms				0	200
Gym floor tape				0	50
Popcorn for events				0	100
Special Event Supplies				0	300
Halloween Fest Supplies and Decor				1,000	1,000
Sports netting				0	600
40 folding banquet tables 8'				0	2,400
20 round banquet tables 60'				0	2,000
100 folding chairs				0	2,000
Folding Chair Rack				0	285
Food/Beverage for Resale	0	0	0	1,000	3,500
Snack bar food				0	2,500
Halloween fest Supplies- Condiments, chips, candy, etc				1,000	1,000
Uniforms	0	0	0	0	450
Staff t-shirts				0	450
Cleaning Supplies	0	0	0	0	5,500
Cleaning and paper products				0	5,200
2 bottles of court cleaner and one court cleaning kit				0	300
TOTAL CATEGORY	461	1,765	550	2,100	18,785
Property					
Equipment <\$5,000	40	0	0	0	4,100
Batteries for Buffing Machine				0	1,000
AED				0	1,500
Electric water heater 50 gallon				0	500
iPad				0	400
Square system for iPad				0	400
Bulletin Board Display Case				0	300
TOTAL CATEGORY	40	0	0	0	4,100
TOTAL DIVISION	42,190	43,529	50,523	54,032	150,981



GENERAL FUND

Culture-Recreation

RIVER REGATTA

	FY16 Actual	FY17 Actual	FY18 Budget	FY18 Estimate	FY19 Budget
Personnel Costs					
Regular Full-Time	46,478	17,788	0	0	0
Other Wages	25,738	15,837	0	0	0
Overtime	3,311	2,660	0	0	0
Accrued Leave Paid	0	0	0	0	0
Health Insurance	12,936	3,529	0	0	0
Social Security	1,793	1,131	0	0	0
Medicare	1,075	519	0	0	0
ICMA Retirement	4,215	1,618	0	0	0
Workers Compensation	616	239	0	0	0
TOTAL CATEGORY	96,160	43,320	0	0	0
Services and Other Charges					
Business Meals	164	0	0	0	0
Other Technical Services	0	10,156	0	0	0
Permitting and Misc. Fees	800	775	0	0	0
Other Contracted Services	580,659	716,552	0	0	0
Telephone	163	0	0	0	0
Vehicle Repairs and Service	2,200	367	0	0	0
Land and Building Rentals	4,000	4,000	0	0	0
Equip. and Vehicle Rental	81,208	83,076	0	0	0
Office Equipment Lease	657	927	0	0	0
Music License Agreement	680	0	0	0	0
Program Insurance	0	12,583	0	0	0
Wifi Service	0	2,800	0	0	0
Marketing Events	24,344	5,393	0	0	0
Custom Printing	7,398	8,647	0	0	0
Per Diem	0	8	0	0	0
Transportation	57	330	0	0	0
TOTAL CATEGORY	702,329	845,615	0	0	0
Supplies					
Office Supplies	327	70	0	0	0
Awards	5,048	6,441	0	0	0
Specialty Supplies	23,094	26,858	0	0	0
Postage	293	0	0	0	0
Gasoline	2,775	1,934	0	0	0



GENERAL FUND

Culture-Recreation

RIVER REGATTA

	FY16 Actual	FY17 Actual	FY18 Budget	FY18 Estimate	FY19 Budget
Supplies					
Food/Beverage for Resale	37,787	40,258	0	0	0
TOTAL CATEGORY	69,326	75,561	0	0	0
Property					
Equipment <\$5,000	4,289	7,602	0	0	0
TOTAL CATEGORY	4,289	7,602	0	0	0
TOTAL DIVISION	872,105	972,098	0	0	0



GENERAL FUND

Culture-Recreation

SENIOR GAMES

	FY16 Actual	FY17 Actual	FY18 Budget	FY18 Estimate	FY19 Budget
Personnel Costs					
Other Wages	0	60	59,148	10,431	23,840
Social Security	0	4	3,667	639	1,478
Medicare	0	1	858	149	346
Workers Compensation	0	1	657	116	238
TOTAL CATEGORY	0	65	64,330	11,335	25,903
Services and Other Charges					
Permitting and Misc. Fees	0	0	0	0	50
ADOT Event Signs Permit				0	50
Contract Labor	0	883	115,000	8,000	20,000
Sport Officials, Referees, and Umpires				8,000	20,000
Other Contracted Services	0	2,647	25,000	2,200	24,000
Community Partners				2,200	15,000
Opening Ceremonies				0	1,000
Emergency Medical Services				0	5,000
Senior Games Shirt/Medal Logo				0	500
Winter Classic Logo				0	500
Sports Mixers and Manager's Meetings				0	2,000
Landscaping Materials	0	0	5,000	0	5,000
Field Preparation				0	5,000
Equip. and Vehicle Rental	0	0	15,000	1,186	7,000
Portable Toilets				900	1,000
Barricades				0	5,000
Portable Heaters				286	1,000
Wifi Service	0	0	2,500	0	2,500
Wi-Fi Service and Setup				0	2,500
Marketing Events	0	17,860	61,000	15,000	20,000
Senior Games Booths				15,000	7,500
Miscellaneous Marketing				0	5,000
Video Promo				0	5,000
Postcards				0	2,500
Custom Printing	0	955	24,000	1,855	21,550
Brochures				0	2,500
Event Programs				110	5,000
Rules/Maps				0	500
Event Flyers				900	2,000
Signs/Banners				600	7,500
ID Badges				75	300
Custom ID Badge Lanyards				170	3,750
Per Diem	0	12	1,500	1,500	1,500
Marketing Travel				1,500	1,500
Lodging	0	509	5,000	5,000	5,000
Marketing Travel				5,000	5,000
Transportation	0	189	2,500	5,000	5,000
Travel to Marketing Events				5,000	5,000



GENERAL FUND

Culture-Recreation

SENIOR GAMES

	FY16 Actual	FY17 Actual	FY18 Budget	FY18 Estimate	FY19 Budget
Services and Other Charges					
Postage	0	0	5,000	1,000	1,000
Postage for Birthday Cards, Reminders, and Thank You Cards				1,000	1,000
TOTAL CATEGORY	0	23,056	261,500	40,741	112,600
Supplies					
Office Supplies	0	171	2,500	250	3,000
Folders/Binders/Laminate/Envelopes				250	1,000
ID Printer Ink				0	2,000
Awards	0	9,929	10,000	3,520	20,000
Softball Trophies				0	5,000
Medals				3,520	15,000
Specialty Supplies	0	20,760	62,375	34,090	75,610
Event Supplies				3,500	2,500
Participant Shirts (5000 @ \$8.00)				4,500	40,000
Safety Signs				0	1,500
Welcome Baq (5000 @ \$5.00)				15,000	25,000
Ice				215	450
Opening Ceremonies and Manager's Meeting Decorations				500	500
Refreshment Tables				10,000	5,000
Cleaning Supplies - Trash Baqs, Clorox Wipes, Dish Soap, Floor Cleaner, Etc.				0	500
First Aid Kits (4 @ \$40.00)				375	160
Gasoline	0	0	1,000	0	1,000
Gas - City Vehicles				0	1,000
Uniforms	0	0	0	0	750
Volunteer and Staff Shirts				0	750
TOTAL CATEGORY	0	30,860	75,875	37,860	100,360
Property					
Equipment <\$5,000	0	0	3,000	1,500	9,800
AED				0	3,000
IPADS w/ Service for Registration				0	1,300
Various Sports Equipment				1,500	3,000
ID Printer				0	2,500
TOTAL CATEGORY	0	0	3,000	1,500	9,800
TOTAL DIVISION	0	53,981	404,705	91,436	248,663



GENERAL FUND

Culture-Recreation

BLUEGRASS FESTIVAL

	FY16 Actual	FY17 Actual	FY18 Budget	FY18 Estimate	FY19 Budget
Personnel Costs					
Other Wages	0	0	2,362	5,763	0
Social Security	0	0	146	341	0
Medicare	0	0	34	80	0
Workers Compensation	0	0	27	64	0
TOTAL CATEGORY	0	0	2,569	6,248	0
Services and Other Charges					
Business Meals	0	34	1,000	0	0
Banking Services	0	0	1,000	0	0
Other Contracted Services	30,086	30,750	43,400	20,101	0
Emcee				600	0
Bands				19,100	0
Radio coverage				401	0
Equip. and Vehicle Rental	0	0	1,500	0	0
Office Equipment Lease	623	898	500	312	0
Copier Lease				312	0
Music License Agreement	0	342	0	0	0
Marketing Events	1,695	1,927	5,670	505	0
Print advertising				505	0
Custom Printing	461	2,241	1,350	0	0
Per Diem	68	102	204	102	0
Marketing in Blythe				102	0
Transportation	0	0	0	10	0
Marketing in Blythe				10	0
TOTAL CATEGORY	32,934	36,294	54,624	21,030	0
Supplies					
Specialty Supplies	421	0	500	2,325	0
Event Supplies				2,325	0
TOTAL CATEGORY	421	0	500	2,325	0
TOTAL DIVISION	33,355	36,294	57,693	29,603	0



GENERAL FUND

Culture-Recreation

FARMERS MARKET

	FY16 Actual	FY17 Actual	FY18 Budget	FY18 Estimate	FY19 Budget
Personnel Costs					
Other Wages	0	2,760	1,045	4,193	1,327
Social Security	0	171	65	274	82
Medicare	0	40	15	64	19
Workers Compensation	0	34	12	60	13
TOTAL CATEGORY	0	3,006	1,137	4,591	1,442
Services and Other Charges					
Other Contracted Services	0	977	700	500	7,000
Farmers Market Entertainment				500	1,000
Farmers Market Coordinator				0	3,000
Children's Entertainment				0	3,000
Land and Building Rentals	0	500	4,000	500	1,000
Chamber of Commerce building				500	1,000
Cellular Service	0	0	0	480	500
Phone				480	500
Other Advertising	0	3,135	0	0	2,925
OUR Town Magazine				0	375
Chamber Marquee x 6				0	300
Newspaper Ads				0	2,250
Marketing Events	0	0	0	0	300
Website URL				0	300
Custom Printing	0	0	725	385	780
Farmers Market Business Cards				45	100
Farmers Market Flyers for Wastewater Bill				340	680
TOTAL CATEGORY	0	4,612	5,425	1,865	12,505
Supplies					
Office Supplies	0	0	544	248	544
Farmers Market- General Office Supplies				248	544
Specialty Supplies	0	1,399	6,400	1,856	5,689
Table coverings and FM decor				0	180
Farmers Market- Aprons				0	122
Farmers Market- T-shirts				0	887
Farmers Market- Totes				0	500
Farmers Market- Swag Items				0	500
Farmers Market- Raffle Basket Items				75	250
Farmers Market- Hay Bales				0	400
Farmers Market- Colored Maps and Flyers (Printed In-House)				350	350
Farmers Market- Banner for Sponsors				231	0
Farmers Market- Banner for Large Ramada				400	0
MMM Software				0	1,050
Farmers Market- A-Frame Entrance and Parking Signs				800	0
Business Meals				0	500
Team Building				0	700
Appreciation Lunch				0	250
TOTAL CATEGORY	0	1,399	6,944	2,104	6,233
Property					
Equipment <\$5,000	0	5,387	0	5,387	0
Farmer's Market - Golf Cart				5,387	0
TOTAL CATEGORY	0	5,387	0	5,387	0
TOTAL DIVISION	0	14,404	13,506	13,947	20,180



GENERAL FUND

Culture-Recreation

SPLASH BASH

	FY16 Actual	FY17 Actual	FY18 Budget	FY18 Estimate	FY19 Budget
Personnel Costs					
Other Wages	0	0	0	0	4,198
Social Security	0	0	0	0	260
Medicare	0	0	0	0	61
Workers Compensation	0	0	0	0	45
TOTAL CATEGORY	0	0	0	0	4,564
Services and Other Charges					
Permitting and Misc. Fees	0	0	0	0	50
ADOT Special Event Highway Signs				0	50
Other Contracted Services	0	0	0	0	500
Logo Design				0	500
Equip. and Vehicle Rental	0	0	0	600	1,000
Inflatables, Snow Cone and Cotton Candy Machines, Etc.				600	1,000
Custom Printing	0	0	0	0	200
Pool Entrance Wristbands				0	200
TOTAL CATEGORY	0	0	0	600	1,750
Supplies					
Office Supplies	0	0	0	0	250
Paper, Clipboards, Lamination, Etc.				0	250
Awards	0	0	0	0	500
Raffle Prizes				0	500
Specialty Supplies	0	0	0	0	2,000
Event Supplies: water balloons, sprinklers, etc.				0	2,000
Food/Beverage for Resale	0	0	0	0	1,000
Hot Dogs, Ice, Chips, Cookies, Condiments, Water, Etc.				0	1,000
TOTAL CATEGORY	0	0	0	0	3,750
Property					
Equipment <\$5,000	0	0	0	0	500
Extension Cords, Radios, Hoses, Etc.				0	500
TOTAL CATEGORY	0	0	0	0	500
TOTAL DIVISION	0	0	0	600	10,564



GENERAL FUND

Culture-Recreation

WINTER FESTIVAL

	FY16 Actual	FY17 Actual	FY18 Budget	FY18 Estimate	FY19 Budget
Personnel Costs					
Other Wages	0	0	2,625	2,864	1,166
Social Security	0	0	163	172	72
Medicare	0	0	38	40	17
Workers Compensation	0	0	29	32	0
TOTAL CATEGORY	0	0	2,855	3,108	1,255
Services and Other Charges					
Permitting and Misc. Fees	47	47	47	47	47
Health Permit				47	47
Equip. and Vehicle Rental	350	350	950	350	0
Portable Toilets				350	0
Office Equipment Lease	835	692	0	0	0
Custom Printing	334	0	2,350	0	100
Flyers, Signs Banners				0	100
TOTAL CATEGORY	1,567	1,089	3,347	397	147
Supplies					
Awards	45	0	250	0	0
Specialty Supplies	881	1,107	2,075	0	1,500
Themed prizes for kids				0	500
Decorations and Event Supplies				0	1,000
Gasoline	0	0	165	0	0
TOTAL CATEGORY	926	1,107	2,490	0	1,500
TOTAL DIVISION	2,493	2,196	8,692	3,505	2,902



GENERAL FUND

Culture-Recreation

BHC FISHING DERBY

	FY16 Actual	FY17 Actual	FY18 Budget	FY18 Estimate	FY19 Budget
Personnel Costs					
Other Wages	0	0	4,350	0	5,027
Social Security	0	0	270	0	312
Medicare	0	0	63	0	73
Workers Compensation	0	0	48	0	50
TOTAL CATEGORY	0	0	4,731	0	5,461
Services and Other Charges					
Permitting and Misc. Fees	0	0	47	0	0
Equip. and Vehicle Rental	0	0	350	0	0
Marketing Events	0	194	8,000	0	1,500
Radio				0	1,000
Print Media				0	500
Custom Printing	0	0	2,850	0	2,850
Flyers, signs, banners				0	350
Programs				0	2,500
TOTAL CATEGORY	0	194	11,247	0	4,350
Supplies					
Awards	0	0	32,250	0	4,500
Trophies				0	1,500
Awards - Cash prizes				0	3,000
Specialty Supplies	0	0	0	0	500
Event Supplies				0	500
TOTAL CATEGORY	0	0	32,250	0	5,000
TOTAL DIVISION	0	194	48,228	0	14,811



GENERAL FUND

Culture-Recreation

BHC STREET FEST

BHC Street Fest

	FY16 Actual	FY17 Actual	FY18 Budget	FY18 Estimate	FY19 Budget
Personnel Costs					
Other Wages	0	0	2,625	0	2,754
Social Security	0	0	163	0	171
Medicare	0	0	38	0	40
Workers Compensation	0	0	29	0	28
TOTAL CATEGORY	0	0	2,855	0	2,992
Services and Other Charges					
Permitting and Misc. Fees	0	0	47	0	47
Health Permit				0	47
Other Contracted Services	0	0	1,200	0	1,200
Security				0	1,200
Equip. and Vehicle Rental	0	0	2,350	0	2,350
Light Tower/Generator Rental				0	2,000
Portable Toilets				0	350
Marketing Events	0	0	8,000	0	8,000
Print Media				0	3,000
Radio/TV				0	5,000
Custom Printing	0	0	2,850	0	2,850
Programs				0	2,500
Flyer, Signs, Banners				0	350
TOTAL CATEGORY	0	0	14,447	0	14,447
Supplies					
Awards	0	0	1,825	0	750
Awards				0	250
Volunteer T-Shirts				0	500
Specialty Supplies	0	0	500	0	1,000
Volunteer Appreciation				0	500
Event Supplies				0	500
Gasoline	0	0	365	0	365
Propane				0	65
Generator/Light Tower/Golf Carts				0	300
TOTAL CATEGORY	0	0	2,690	0	2,115
TOTAL DIVISION	0	0	19,992	0	19,554



GENERAL FUND

Culture-Recreation

FALL FESTIVAL

	FY16 Actual	FY17 Actual	FY18 Budget	FY18 Estimate	FY19 Budget
Personnel Costs					
Other Wages	0	0	0	0	1,470
Social Security	0	0	0	0	91
Medicare	0	0	0	0	21
Workers Compensation	0	0	0	0	21
TOTAL CATEGORY	0	0	0	0	1,603
Services and Other Charges					
Other Contracted Services	0	0	0	0	4,000
Entertainment				0	4,000
Custom Printing	0	0	0	0	1,150
Wrist Bands				0	300
Flyers, signs, banners				0	350
Event logo				0	500
TOTAL CATEGORY	0	0	0	0	5,150
Supplies					
Specialty Supplies	0	0	0	0	2,750
Cash prizes				0	1,750
Lawn Games				0	500
Event Supplies				0	500
TOTAL CATEGORY	0	0	0	0	2,750
TOTAL DIVISION	0	0	0	0	9,503



GENERAL FUND

Culture-Recreation

BOTW SOCCER TOURNAMENT

	FY16 Actual	FY17 Actual	FY18 Budget	FY18 Estimate	FY19 Budget
Personnel Costs					
Other Wages	0	0	2,613	0	0
Social Security	0	0	162	0	0
Medicare	0	0	38	0	0
Workers Compensation	0	0	29	0	0
TOTAL CATEGORY	0	0	2,841	0	0
Services and Other Charges					
Permitting and Misc. Fees	0	0	47	0	0
Health Permit			47	0	0
Contract Labor	0	0	8,000	0	0
Officials			8000	0	0
Marketing Events	0	0	8,000	0	0
Print Media			3000		
Radio			5000		
Custom Printing	0	0	2,850	0	0
Programs			2500		
Flyers, Signs Banners			350	0	0
TOTAL CATEGORY	0	0	18,897	0	0
Supplies					
Awards	0	0	2,500	0	0
Specialty Supplies	0	0	2,250	0	0
Soccer Balls			1500	0	0
Supplies/Marking Paint			750	0	0
TOTAL CATEGORY	0	0	4,750	0	0
TOTAL DIVISION	0	0	26,488	0	0
GRAND TOTAL	1,605,248	1,988,483	1,639,625	1,106,704	1,458,047



PARKS MAINTENANCE

MISSION: Maintain the health, safety and appearance of City parks, playgrounds, ballfields, trails, beaches, landscapes and recreational facilities to improve the quality of life to the community residents.

DEPARTMENT DESCRIPTION

The Parks Maintenance Division provides a safe, aesthetically pleasant environment for the public by maintaining City owned recreation facilities including all City parks, trails, athletic fields, municipal pool and beaches along the Colorado River. They also maintain the Colorado River Nature Center, Arizona Veteran’s Memorial Park and landscaping for street medians and city facilities. The Parks Division provides support services for City events.

FY 2017-2018 HIGHLIGHTS

- Constructed new Pickleball Court in Rotary Park
- Assisted in construction of block wall around Annex yard
- Installed automatic chlorinator to Splash Pad in Ken Fovargue Park
- Extensive improvements to Community Park and the Section 12 expansion
- Turf coverage at our parks is the best we’ve ever had

FY 2018-2019 OBJECTIVES

- Actively seek solutions to improve turf conditions through research, education and training
- Improve irrigation system reliability and efficiency
- Successful coordination of field/facility availability with recreational programs, youth and adult sports organizations, leagues, tournaments and special events
- Continue to support the increasing number of special events

PERFORMANCE INDICATORS

MEASURE	FY17 Actual	FY18 Estimate	FY19 Budget
Acres of Turf Area Maintained	80	90	90
Graffiti Incidents Cleaned	27	30	30
Graffiti Removed (square feet)	2,158	2,200	2,200
Number of Special Events Supported	16	17	18
Percentage of Grass Covered in Sports Fields	95	95	100



GENERAL FUND

Culture-Recreation

PARKS MAINTENANCE

	FY16 Actual	FY17 Actual	FY18 Budget	FY18 Estimate	FY19 Budget
Expenditures by Classification					
Personnel Costs	\$ 825,883	\$ 909,039	\$ 974,481	\$ 916,187	\$ 1,036,723
Services and Other Charges	784,684	578,509	595,379	604,740	670,841
Supplies	350,887	396,004	455,370	429,986	460,691
Property	2,454	9,961	2,350	1,977	19,240
Subtotal	\$ 1,963,908	\$ 1,893,513	\$ 2,027,580	\$ 1,952,890	\$ 2,187,495
Cost Recovery	\$ (165,295)	\$ (16,576)	\$ -	\$ (6,172)	\$ -
General Fund	\$ 1,798,613	\$ 1,876,937	\$ 2,027,580	\$ 1,946,718	\$ 2,187,495

Expenditures by Activity					
Parks Maintenance	\$ 1,809,987	\$ 1,892,290	\$ 2,027,580	\$ 1,952,890	\$ 2,187,495
Colorado River Nature Center	4,315	-	-	-	-
Gary Keith Park Improvements	-	1,223	-	-	-
Trail Improvements	149,606	-	-	-	-
Total	\$ 1,963,908	\$ 1,893,513	\$ 2,027,580	\$ 1,952,890	\$ 2,187,495

Staffing					
Field Operations Supervisor	0.0	1.0	1.0	1.0	0.0
Turf Maintenance Specialist	1.0	1.0	1.0	1.0	1.0
Maintenance Worker III	1.0	1.0	1.0	1.0	1.0
Maintenance Worker II	2.0	2.0	2.0	2.0	2.0
Maintenance Worker I	10.0	11.0	12.0	11.0	13.0
Total	14.0	16.0	17.0	16.0	17.0



GENERAL FUND

Culture-Recreation

PARKS MAINTENANCE

	FY16 Actual	FY17 Actual	FY18 Budget	FY18 Estimate	FY19 Budget
Personnel Costs					
Regular Full-Time	501,662	548,724	616,148	565,147	665,253
Other Wages	51,187	72,665	47,001	68,551	48,000
Overtime	27,914	27,096	15,000	18,556	14,000
Accrued Leave Paid	2,520	4,434	2,843	3,831	2,653
Health Insurance	159,456	170,640	206,710	175,707	215,550
Social Security	7,149	7,986	2,430	5,360	2,492
Medicare	8,073	9,036	9,761	9,210	10,471
ICMA Retirement	46,887	52,282	57,119	53,042	61,472
Workers Compensation	21,036	16,176	17,469	16,783	16,833
TOTAL CATEGORY	825,883	909,039	974,481	916,187	1,036,723
Services and Other Charges					
Other Professional Services	159,813	8,928	8,000	11,172	8,000
Eternal Flame Memorial Ring				6,172	0
Electrical repairs performed by contractor				5,000	8,000
Other Technical Services	0	0	900	0	900
Locksmith services				0	900
Permitting and Misc. Fees	503	5,372	180	180	175
Commercial drivers license renewals x5				180	175
Laboratory Services	605	0	1,000	0	1,000
Water, plant and soil testing				0	1,000
Water	108,742	110,567	114,217	160,078	197,235
Veterans South-Riviera Loop Acct 0327126				2,324	3,009
Ken Fovarque Park 2255 Trane Rd Acct 0089855				1,546	2,002
Rotary Park 920 Riverview Dr #3 Acct 0089865				1,548	2,005
Impost fees from use of city wells				33,000	33,000
Community Park 1251 Highway 95 Acct 0348514				6,086	7,882
Rotary Park 2011 Lakeside Dr Irr Acct 0285700				18,371	23,791
Ken Fovarque Park 2255 Trane Rd Fire Acct 0089852				439	569
Rotary Park Effluent 2315 Balboa Dr Acct 0401949				1,846	2,391
Community Park Chamber 1251 Highway 95 #12 Acct 0089877				3,957	5,125
Veterans North-Whitewater Dr Acct 0327125				6,326	8,193
Matador Sign 600 Highway 95 Acct 0458080				1,500	1,942
Rotary Park 1st Aid Sta 2315 Balboa Dr Acct 0089880				21,452	27,781
Rotary Park 920 Riverview Dr #2 Acct 0089867				2,326	3,013
Pool 2255 Trane Rd Acct 0089851				1,546	2,002
Rotary Park Soccer Fld 2495 Lakeside Dr Acct 0089885				6,660	8,625
Hwy95/1394 Hancock Cir Acct 0089896				4,816	2,815
Rotary Park 2315 Balboa Dr Restrooms Acct 0247616				2,499	3,236
Rotary Park 2315 Balboa Dr Irr Acct 0089881				1,804	2,336
Rotary Park 2493 Lakeside Dr #B Acct 0089884				4,667	6,044
Bullhead Entrance 600 Highway 95 Acct 0458056				2,174	2,815
Gary Keith Park NW Highway 95 Acct 0089862				17,325	22,436
Rotary Park 920 Riverview Dr #1 Acct 0089866				2,476	3,206
Rotary Park Irr Acct 0154051				11,685	15,132
3190 Highway 95 Quar Acct 0395220				1,785	2,312
Colorado River Historical Museum				0	600
Rotary Park Ballfields Acct 0736014				1,920	4,973



GENERAL FUND

Culture-Recreation

PARKS MAINTENANCE

	FY16 Actual	FY17 Actual	FY18 Budget	FY18 Estimate	FY19 Budget
Services and Other Charges					
Electric	237,814	170,624	188,427	153,676	177,505
Community Park 1251 Hwy 95 Acct 147				2,690	2,771
Colorado River Historical Museum				0	3,600
2199 Hwy 95 Acct 333				510	1,020
Community Park Security Lights Acct 017				108	111
American Legion Acct 275				402	414
Dean Hackett Park Acct 041				635	654
Community Park Little League Fields Acct 243				1,688	1,739
Ken Fovarque Park Community Pool Acct 064				14,114	14,538
Rotary Park Acct 323				1,849	1,905
Community Park Restroom Lights Acct 006				900	927
Community Park Pumps Ballpark Acct 010				4,544	4,680
Community Park Chamber/Ballfields Acct 142				822	847
Rotary Park Parkette/Irrigation Acct 029				3,290	3,389
Irrigation Brookfield/Fox Creek Acct 197				1,127	1,161
Gary Keith Park Acct 204				74	0
Veterans Memorial Acct 276				525	541
Community Park Bobby Sox Field Acct 093				429	442
Ken Fovarque Park Ballpark Lights Acct 095				14,280	14,443
Senior Center Lights Acct 124				409	421
Hardyville Cemetary Lights Acct 141				312	321
Rotary Park Dog Park Acct 165				8,000	8,240
Rotary Park Ballfields and Irrigation Acct 176				73,846	91,061
Gary Keith Park Acct 293				372	383
Ken Fovarque Park Well Acct 319				10,614	10,932
Electric meter Hancock and Hwy 95 Acct 333				231	396
Ken Fovarque Park Solar Pool Heater Acct 325				8,801	9,065
Gary Keith Park Well/Parking Lot Acct 326				2,544	2,544
Gary Keith Park Restroom/Pathway Acct 327				560	960
Natural Gas	873	1,596	742	1,449	1,492
Pool Building 2255 Trane Rd Acct 1012029				1,449	1,492
Refuse	0	0	2,500	4,320	7,200
Community Park dumpster				0	2,400
Dumpster at bridge				1,920	2,400
Colorado River Nature Center dumpster				2,400	2,400
Building Repairs	1,600	0	5,500	1,700	5,500
Repairs to all buildings in parks				1,700	5,500
General Equipment Repairs	34,581	57,414	29,000	30,779	32,500
Pool repair				9,417	10,000
Repair of small tools and equipment				3,853	4,000
Well repairs				14,010	14,000
Dock upkeep				3,499	4,500
Vehicle Repairs and Service	98,361	106,014	94,750	94,750	71,750
Community Worker Program				11,000	11,000
Fleet rental charges				83,750	60,750
Maintenance Agreements	3,400	0	1,800	1,700	2,400
Sports lighting remote equipment maintenance				1,700	2,400
Software/Hardware Agreement	0	0	0	906	906
Irrigation automation software maintenance				906	906
Other Repairs and Maintenance	25,482	10,311	22,500	22,145	30,950
Skate Park improvements				10,000	10,000
Backflow repairs, testing and certification				8,245	10,000
Eternal Flame maintenance				0	200



GENERAL FUND

Culture-Recreation

PARKS MAINTENANCE

	FY16 Actual	FY17 Actual	FY18 Budget	FY18 Estimate	FY19 Budget
Services and Other Charges					
Hand dryers, stalls, toilets				1,760	2,000
Playground equipment repairs				2,140	3,000
Backflow assemblies				0	5,750
Equip. and Vehicle Rental	54,364	57,795	63,687	62,200	67,623
Mower Operating Lease Personal Property Taxes				2,300	2,300
Equipment rental as needed				2,000	7,500
Soft Water for Splash Park				0	650
Portable toilet cleaning (avg \$70/mo)				840	840
Mower Operating Lease (48 months) began 1/1/2016				55,608	55,608
Portable toilets for soccer fields (avg \$121/mo)				1,452	725
Property and Risk Insurance	53,472	44,016	56,177	56,177	57,862
Cellular Service	3,242	2,515	2,312	2,244	2,244
Cellphones (3)				1,260	1,260
Smartphone (1)				684	684
Radio service for Community Worker van				204	204
Community Worker Program cellphone (split with Street Maintenance)				96	96
Custom Printing	0	0	42	0	35
Business cards				0	35
Per Diem	389	405	170	34	544
APRA Conference in Scottsdale				0	102
Materials pick up				34	68
Chemical spray certification x5				0	170
Certified pool operator course x3				0	204
Lodging	354	1,592	210	0	1,110
Chemical spray certification in Phoenix				0	300
APRA Conference in Scottsdale				0	210
Certified pool operator course in Phoenix				0	600
Transportation	215	454	700	120	950
Chemical Spray certification				0	100
APRA Conference in Scottsdale				0	100
Materials pick up				120	650
Certified pool operator course				0	100
Seminars and Conferences	875	905	1,965	510	2,165
Pest Control Certification CEUs x5				510	510
APRA Conference in Scottsdale				0	395
Chemical spray certification x5				0	375
Certified pool operator course x3				0	885
Dues and Memberships	0	0	600	600	795
Pest Control Certifications x5				600	600
Arizona Parks and Recreation Association				0	195
TOTAL CATEGORY	784,684	578,509	595,379	604,740	670,841
Supplies					
Improvements Noncapital	33,846	33,350	34,300	26,787	30,000
Benches and tables for all parks				4,400	5,000
Ken Fovarque Park duquouts				5,000	5,000
Playground safety material/equipment upgrades				17,387	20,000
Landscaping Materials	70,132	86,317	140,000	129,800	147,500
Irrigation Materials	67,410	56,089	75,000	67,300	75,000
PVC pipe, fittings and wire				22,000	22,000
Sprinkler heads				38,000	45,000
Controllers				6,000	6,000
Glue				1,300	2,000



GENERAL FUND

Culture-Recreation

PARKS MAINTENANCE

	FY16 Actual	FY17 Actual	FY18 Budget	FY18 Estimate	FY19 Budget
Supplies					
Office Supplies	0	0	150	130	150
Pens, paper clips, pads, post-its				130	150
Specialty Supplies	70,642	104,021	86,945	90,996	86,945
Gasoline	23,409	26,321	35,733	35,733	37,118
11,000 Gallons @\$2.60/qal				27,500	28,600
13,850 Gallons Fuel Facility Charge @\$.08/qal				1,108	1,108
2,850 Gallons Community Worker Program @\$2.60/qal				7,125	7,410
Diesel	12,521	16,296	24,055	24,055	24,905
8,500 Gallons Fuel Facility Charge @\$.08/qal				680	680
8,500 Gallons @\$2.85/qal				23,375	24,225
Uniforms	4,439	4,984	5,487	4,737	5,373
Shirts for new/temp staff (avq \$14 ea)				210	210
Steel toed boots allowance				2,537	2,550
Sun hats				220	220
Pants/shorts for new/temp staff (avq \$16 ea)				240	259
Pants/shorts for perm staff (3 ea x 17) avq \$16				816	816
Shirts for perm staff (3 ea x17) \$14 avq				714	718
Safety jackets				0	600
Cleaning Supplies	25,409	12,079	18,200	15,490	18,200
Extra large trash bags				9,850	11,000
Pet waste cleaning stations and supplies				4,500	5,000
Colorado River Nature Center supplies				1,140	2,200
Chemical Products	43,078	56,546	35,500	34,958	35,500
Weed control chemicals				5,426	5,500
Pest control chemicals				2,427	3,000
Pool chemicals				15,035	15,000
Turf conditioners				12,070	12,000
TOTAL CATEGORY	350,887	396,004	455,370	429,986	460,691
Property					
Improvements Noncapital	0	1,223	0	0	0
Furniture	624	0	0	0	0
Tools	1,830	2,364	2,350	1,977	1,900
Trimmers/weedeaters				1,078	1,400
Hand tools for the field				500	500
Rotary hammer				399	0
Equipment <\$5,000	0	6,374	0	0	17,340
John Deere Tractor				0	1,600
Infield mix				0	3,000
4 double first bases				0	720
4 sets of safety bases for baseball				0	1,600
2 portable pitching mounds				0	2,300
4 ballfield fences				0	4,400
3 sets of bases with anchors				0	720
18 pitching rubbers				0	1,440
6 home plates				0	600
2 field drags				0	960
TOTAL CATEGORY	2,454	9,961	2,350	1,977	19,240
TOTAL DIVISION	1,963,908	1,893,513	2,027,580	1,952,890	2,187,495



LEGAL SERVICES

CIVIL DIVISION MISSION: Provide quality legal services on a daily basis through efficient, and effective legal representation and advice to the City's elected and appointed officials, administrative staff, all boards, commissions and committees in order that they may attain their goal of providing exceptional public services for the people of Bullhead City.

PROSECUTION DIVISION MISSION: Fairly, efficiently, but firmly prosecute those who violate the law. Justice is sought for crime victims and the citizens of Bullhead City for a safer community.

DEPARTMENT DESCRIPTION

The City Attorney is appointed by the City Council to serve as the chief legal advisor to the Council, City boards and commissions, the City Manager, and all City departments, offices, and agencies. The City Attorney's office represents the City in all legal proceedings through its Civil Division and Criminal Division.

The Civil Division represents the City and its officers in litigation, controversies and enforcement of contractual obligations, and gives legal advice to the City Council, City Manager, employees and Board and Commission members in connection with all official duties and the impact of new legislation or court rulings.

The Criminal Division represents the City in the prosecution of all misdemeanor cases in Municipal Court, criminal appeals in the Superior Court, and representation of the City in drug forfeiture actions; gives legal advice and council to all City departments regarding criminal enforcement/prosecution issues; and supervises staff to comply with victim rights statutes, assisting crime victims in seeking restitution and coping with the criminal justice process.

FY 2017-2018 HIGHLIGHTS

CIVIL DIVISION:

- Represented, advised or coordinated the representation of the City as a party in pending civil proceedings
- Continued review of all City contract forms by the City Attorney's office with emphasis on attorney review of all pending contracts
- Continued involvement in the completion of the set-up of software for the comprehensive review of and monitoring of contract life, terms and required actions
- Continued to emphasize the collection and importance of electronic documents retention with applicable City staff in the context of e-discovery under cases of current litigation
- Continued assessment of new claims that came under review of this office
- Managed the defense and settlement of several lawsuits treating the disposition of City liens of various types
- Provided legal advice and document preparation in connection with significant development projects within the community
- Fulfilled 240 public records requests as the primary responder which required extensive legal review, opened 474 City wide requests and responded to 4 subpoenas
- Continued to assist, improve and standardize the legal processes involved with the numerous documents and contracts involved with the City's special events
- Continued assistance to departments and staff on daily questions concerning City rights obligations and legal issues



FY 2017-2018 HIGHLIGHTS

PROSECUTION DIVISION:

- Aggressively prosecuted DUI, domestic violence, shoplifting, and other misdemeanor offenses
- Four grants for Victim Rights (VOCA, VRP×2 and ACJC) in the amount of \$114,345 applied for and administered by the Crime Victim Services Coordinator

FY 2018-2019 OBJECTIVES

CIVIL DIVISION:

- Scope – to assess and manage legal matters concerning the City in accordance with local, state and federal law in a timely and effective manner
- General counsel – to provide timely and responsive day-to-day legal advice to the City Council, City Manager, City staff, boards, commissions and committees and the various departments and divisions of the City, to attend meetings, conference and work sessions as needed or requested
- Litigation – to represent the City in civil cases in which the City is a party, to review and coordinate with and direct outside legal counsel retained for specialized legal needs or as retained by the City's insurance carrier
- Legal opinions – to research and draft opinions on legal matters when requested by the City Council and City staff
- Ordinances and resolutions – to research relevant law and prepare information necessary for City staff and council review to ensure the sufficiency, effect and legality of formal City actions, to develop administrative material necessary to implement policy decisions of the City Council
- Contracts and other legal documents – to prepare and review all legal documents and contracts related to the City and to assist in a reliable repository for their reference and use, to ensure that the City Council, City Manager and City staff are advised of desired provision or positions, that in the attorney's opinion, would most effectively protect the City
- Public Records – to assist the City Manager, City Clerk and City staff in the continued improvement of public records requests and responses as well as moving forward with improved policies and procedures concerning the classification, and retention of public records
- Collections – to provide legal support to City departments having responsibility for collection of debts owed to the City, such as City sewer connections or City owned properties
- Real estate matters – to prepare purchase offers, agreements, leases, contracts, deeds, easements and other documents relevant to real property issues
- Public Interaction – to at all times be an example of professionalism and courtesy in interactions with the public and ensure that all inquiries and complaints from the general public are timely answered or directed to an appropriate City official

PROSECUTION DIVISION:

- Continue emphasis on DUI and domestic violence cases
- Ensure compliance with victim's right laws, assist crime victims with the process and obtain restitution through the justice system
- Pursue, when appropriate, and in consideration of public safety, alternatives to incarceration



GENERAL FUND

Legal Services

MEASURE	FY17 Actual	FY18 Estimate	FY19 Budget
City Council and Board/Commission meetings attended	67,919	77,828	80,000
New Board/Commission member orientations provided	1,144	1,106	1,150
Public records requests reviewed and processed	2,849	2,850	2,900
Contracts and instruments creating any legal obligation reviewed/approved	596	770	800
Approval as to form on all proposed Council agenda items	200	225	228
Approval as to form on all proposed ordinances before adoption	892	1,476	1,500
Approval as to form on all proposed resolutions before adoption	150	168	178
Criminal/criminal traffic/civil cases*	1,988	2,342	2,500
DUI cases*	45,312	52,134	59,000
Municipal code violations	1,570	2,492	2,700
Victim contacts	23,098	22,852	22,975



GENERAL FUND

Legal Services

LEGAL SERVICES

	FY16 Actual	FY17 Actual	FY18 Budget	FY18 Estimate	FY19 Budget
Expenditures by Classification					
Personnel Costs	\$ 1,075,525	\$ 1,108,199	\$ 1,178,794	\$ 1,150,813	\$ 1,193,014
Services and Other Charges	73,195	151,961	146,278	139,128	144,555
Supplies	9,233	7,844	6,650	5,912	5,499
Property	3,056	783	250	250	250
Subtotal	\$ 1,161,009	\$ 1,268,787	\$ 1,331,972	\$ 1,296,103	\$ 1,343,318
Cost Recovery	\$ (169,963)	\$ (256,739)	\$ (218,986)	\$ (187,787)	\$ (239,706)
General Fund	\$ 991,046	\$ 1,012,048	\$ 1,112,986	\$ 1,108,316	\$ 1,103,612

Expenditures by Activity

Legal Services	\$ 1,161,009	\$ 1,268,787	\$ 1,331,972	\$ 1,296,103	\$ 1,343,318
Total	\$ 1,161,009	\$ 1,268,787	\$ 1,331,972	\$ 1,296,103	\$ 1,343,318

Staffing

City Attorney	1.0	1.0	1.0	1.0	1.0
Chief City Pros/Asst City Atty	1.0	1.0	1.0	1.0	1.0
Assistant City Prosecutor	2.0	2.0	2.0	2.0	2.0
Supervising Paralegal	2.0	2.0	2.0	2.0	2.0
Victim Services Coordinator	1.0	1.0	1.0	1.0	1.0
Paralegal	2.0	2.0	2.0	2.0	2.0
Office Assistant II	0.0	0.0	0.0	1.0	1.0
Legal Assistant II	2.0	2.0	2.0	3.0	3.0
Legal Assistant I	1.0	1.0	1.0	0.0	0.0
Office Assistant I	1.0	1.0	1.0	0.0	0.0
Victim Advocate	1.5	1.5	1.5	1.5	1.5
Total	14.5	14.5	14.5	14.5	14.5



GENERAL FUND

Legal Services

LEGAL SERVICES

	FY16 Actual	FY17 Actual	FY18 Budget	FY18 Estimate	FY19 Proposed
Personnel Costs					
Regular Full-Time	820,351	860,563	904,642	885,012	919,392
Overtime	9,246	0	0	0	0
Accrued Leave Paid	7,343	5,511	5,577	6,084	5,744
Health Insurance	137,280	138,797	160,395	153,289	157,857
Medicare	11,938	12,285	13,242	12,761	13,458
ICMA Retirement	75,901	78,651	82,143	81,060	83,477
Deferred Compensation	7,942	7,912	8,155	7,968	8,601
Workers Compensation	2,525	1,481	1,640	1,639	1,485
Employee Allowance	3,000	3,000	3,000	3,000	3,000
TOTAL CATEGORY	1,075,525	1,108,199	1,178,794	1,150,813	1,193,014
Services and Other Charges					
Legal Services	7,726	88,202	50,000	50,000	50,000
C-Specialized legal services				50,000	50,000
Other Professional Services	3,096	1,932	9,300	9,000	9,300
P-Travel fees for witnesses and victims				200	500
C-Witness, expert and other fees				8,800	8,800
General Equipment Repairs	0	0	500	500	500
P-Repair of office equipment				500	500
Software/Hardware Agreement	6,481	6,607	6,796	6,699	6,751
C-Maintenance for case management and administrative support software				2,346	2,301
P-Arizona State Supreme Court for computer access fees				750	750
P-Maintenance contract for case management software				3,603	3,700
Property and Risk Insurance	37,584	30,939	39,026	39,026	40,196
Custom Printing	49	615	1,250	1,250	1,250
C-Outside document production services				250	250
P-Letterhead, envelopes, business cards and forms				1,000	1,000
Per Diem	226	660	1,944	1,441	1,944
C-League of AZ Cities and Towns training 4 events				70	70
P-APAAC Criminal Year in Review X3				147	147
P-Victim Services Training				170	340
P-APAAC Summer Training Seminar X3				376	376
P-Annual Public Law Legal Seminar X1				79	79
P-Legal education and mandatory CLE training				354	354
Arizona Victim Assistance Academy				130	0
National Organization Victim Assistance Academy (NOVA)				115	0
Victim Rights Training				0	578



GENERAL FUND

Legal Services

LEGAL SERVICES

	FY16 Actual	FY17 Actual	FY18 Budget	FY18 Estimate	FY19 Proposed
Services and Other Charges					
Lodging	1,125	2,551	5,501	4,364	4,173
C-Legal education and mandatory CLE training				150	150
P-Legal education and mandatory CLE training				354	354
P-Victim Services training				700	700
P-APAAC Criminal Year in Review X3				147	147
P-Annual Public Law Seminar X1				220	220
P-APAAC Summer Training Seminar X3				705	705
C-League of AZ Cities and Towns training 4 events				400	400
C-AZ City Attorneys Association summer conference				125	125
Arizona Victim Assistance Academy				760	0
National Organization Victim Assistance Academy (NOVA)				803	0
Victim Rights Training				0	1,372
Transpotation	245	1,384	6,031	4,698	4,851
C-League of AZ Cities and Towns training 4 events				200	200
P-APAAC Summer Training Seminar X3				1,260	1,260
P-Victim Services Training				600	600
P-APAAC Criminal Year in Review X3				731	731
P-Rental of motor pool vehicles				200	200
P-Annual Public Law Legal Seminar X1				110	110
P-Volunteer Crisis Intervention Advocates mileage reimbursement				1,200	1,200
National Organization Victim Assistance Academy (NOVA)				311	0
Arizona Victim Assistance Academy				86	0
Victim Rights Training				0	550
Local Mileage Reimburseme	311	36	0	0	0
Other Travel Expenses	0	0	0	0	0
Seminars and Conferences	1,302	2,896	4,500	4,070	3,950
C-On-line webinars/other training				600	600
C-League of AZ Cities and Towns training 4 events				440	440
C-Legal education and mandatory CLE training for 2 events				600	600
C-Arizona City Attorneys Association summer conference				250	250
P-Victim Services training				525	525
P-APAAC Summer Training Seminar X3				320	320
P-Annual Public Law Legal Seminar X1				215	215
Victim Rights Training				0	1,000
Arizona Victim Assistance Academy				600	0
National Organization Victim Assistance Academy (NOVA)				520	0
Books and Subscriptions	11,557	12,473	14,000	14,000	14,000
C/P-Reference materials including online, hard-bound and publications				14,000	14,000



GENERAL FUND

Legal Services

LEGAL SERVICES

	FY16 Actual	FY17 Actual	FY18 Budget	FY18 Estimate	FY19 Proposed
Services and Other Charges					
Dues and Memberships	3,494	3,215	3,430	3,580	3,640
C-Mohave County Bar Assoc. (Includes CLE)				100	100
P-State of Arizona Bar Dues Fees X 3				1,515	1,560
P-Notary Public Renewal				315	315
P-Mohave County Bar Assoc. (Includes CLE)				300	300
C-International Municipal Lawyers Assoc.				695	695
C-State of Arizona Bar Due fees X 1				505	520
P-APAAC Membership Fee x3				150	150
Crisis Intervention Prgm	0	452	4,000	500	4,000
P-Crisis Intervention donation account				500	4,000
TOTAL CATEGORY	73,195	151,961	146,278	139,128	144,555
Supplies					
Office Supplies	5,216	3,648	4,450	4,450	4,450
C-General office supplies				950	950
P-General office supplies				3,500	3,500
Computer Software	0	0	300	300	300
C-Upgrade/additional licenses for processing of documents				300	300
Postage	4,017	4,196	1,900	1,162	749
Postage				1,162	749
TOTAL CATEGORY	9,233	7,844	6,650	5,912	5,499
Property					
Computer Equipment <\$5,000	0	693	0	0	0
Equipment <\$5,000	3,056	90	250	250	250
C-Small tools/equipment contingency				250	250
TOTAL CATEGORY	3,056	783	250	250	250
TOTAL	1,161,009	1,268,787	1,331,972	1,296,103	1,343,318



MUNICIPAL COURT

MISSION: Fulfill judiciary responsibility by providing fair, impartial and timely administration of justice to all defendants.

DEPARTMENT DESCRIPTION

The Presiding Magistrate is charged with the operation of the Judicial Branch of the Bullhead City Government. The administration of the Court is governed by the U.S. and Arizona Constitution and the Arizona Supreme Court. The jurisdiction of the Court encompasses ordinances and laws enacted by the Mayor, City Council and Legislature. Within the City of Bullhead City, the Court maintains all court records, filings, cash receipts, documentation of proceedings for civil and criminal traffic violations, misdemeanor violations, petitions for orders of protection and petitions for injunctions prohibiting harassment. Furthermore, the Court holds Veteran's Treatment Court and assigns legal counsel for indigent defendants and provides interpreters for cases filed in the Municipal Court.

FY 2017-2018 HIGHLIGHTS

- Established Veteran's Treatment Court
- Attended National Veteran's Treatment Court Conference
- Replaced courtroom video equipment
- Recruited and trained Judicial Service provider, Judge Manusia
- Reduced jail costs/inmate budget by 25%
- Began case scanning/purging project, eliminating nearly 20,000 paper cases
- Continued compliance with case processing and minimum accounting standards
- Hired and trained 3 additional Court Clerk Volunteers to assist with the scanning project

FY 2017-2018 OBJECTIVES

- Accommodate increasing Veteran's Treatment Court participants by recruiting a Part-Time VTC Clerk
- Improve Court Security by adding 4 proximity card access points and 4 additional security cameras
- Complete case file scanning project in preparation for AOC's implementation of the AJACS case management system
- Continue to monitor Court inmate population to keep jail costs down
- Work with defendants who have outstanding fines to assess the ability to pay, hold defendants accountable while applying fair justice principles
- Continued compliance with AOC operational and minimum accounting standards
- Court Administrator enrollment in Court Executive Program, complete two courses per year, until completed
- 2 Court Clerks enrollment in Arizona Court Supervisor Program, complete one online/web course per month
- Cross-train 3 Court Clerks in all areas of the Court



GENERAL FUND

Judicial

MUNICIPAL COURT

	FY16 Actual	FY17 Actual	FY18 Budget	FY18 Estimate	FY19 Budget
Expenditures by Classification					
Personnel Costs	\$ 757,581	\$ 715,563	\$ 799,520	\$ 789,254	\$ 836,042
Services and Other Charges	643,712	605,248	681,846	585,872	588,338
Supplies	7,538	7,093	10,500	10,500	10,500
Property	-	2,252	-	-	7,500
Contingency	-	-	107,736	-	123,181
Subtotal	\$ 1,408,831	\$ 1,330,156	\$ 1,599,602	\$ 1,385,626	\$ 1,565,561
Cost Recovery	\$ (73,971)	\$ (36,237)	\$ (152,141)	\$ (43,575)	\$ (175,385)
General Fund	\$ 1,334,860	\$ 1,293,919	\$ 1,447,461	\$ 1,342,051	\$ 1,390,176

	FY16 Actual	FY17 Actual	FY18 Budget	FY18 Estimate	FY19 Budget
Expenditures by Activity					
Judicial	\$ 1,408,831	\$ 1,330,156	\$ 1,599,602	\$ 1,385,626	\$ 1,565,561
Total	\$ 1,408,831	\$ 1,330,156	\$ 1,599,602	\$ 1,385,626	\$ 1,565,561

	FY16 Actual	FY17 Actual	FY18 Budget	FY18 Estimate	FY19 Budget
Staffing					
City Magistrate	1.0	1.0	1.0	1.0	1.0
Court Administrator	1.0	1.0	1.0	1.0	1.0
Assistant Court Administrator	1.0	1.0	1.0	1.0	1.0
Senior Judicial Assistant	0.0	0.0	1.0	1.0	1.0
Judicial Assistant	2.0	2.0	0.0	0.0	0.0
Lead Court Collection Clerk	1.0	1.0	0.0	0.0	0.0
Lead Court Operations Clerk	1.0	1.0	0.0	0.0	0.0
Court Clerk	5.0	6.0	9.0	9.0	9.0
Total	12.0	13.0	13.0	13.0	13.0



GENERAL FUND

Judicial

MUNICIPAL COURT

	FY16 Actual	FY17 Actual	FY18 Budget	FY18 Estimate	FY19 Budget
Personnel Costs					
Regular Full-Time	541,729	506,769	553,738	534,377	581,945
Other Wages	0	0	0	0	0
Overtime	7,049	5,249	0	7,164	0
Accrued Leave Paid	6,186	2,971	9,644	12,780	9,276
Health Insurance	137,280	139,611	170,057	169,165	175,473
Social Security	0	0	0	0	0
Medicare	7,646	7,234	8,169	7,883	8,573
ICMA Retirement	50,226	46,605	50,113	50,153	52,666
Deferred Compensation	6,092	6,247	6,785	6,734	7,163
Workers Compensation	1,373	877	1,014	998	946
TOTAL CATEGORY	757,581	715,563	799,520	789,254	836,042
Services and Other Charges					
Jury Fees	0	0	1,050	0	1,050
Three jury trials estimated at \$350.00 per trial				0	1,050
Other Professional Services	2,280	787	4,650	6,022	6,550
Court Wi-Fi				0	960
Language Line Services				0	500
Debt Set-Off fees				150	90
Architectural consultation for court remodel				0	5,000
Reupholster Courtroom A Chairs				5,872	0
Permitting and Misc. Fees	42	42	42	45	45
Arizona Radiation Regulatory Agency for Annual X-Ray Annual Fee				45	45
Prison Inmate Costs	462,094	419,180	440,000	383,000	355,000
Mohave County Sheriff Inmate daily fees and booking fee				360,000	340,000
Fort Mohave Tribal Inmate fees and booking fee				23,000	15,000
Contract Labor	101,737	106,603	113,047	109,800	108,800
Shared costs for weekend/holiday pro tem coverage				10,800	8,800
Pro Tem Judge				65,000	63,000
Security Coverage for Lobby				34,000	37,000
Other Contracted Services	0	0	35,000	0	30,000
Veteran's Court Court ordered testing, counseling, networking.				0	10,000
Part-Time Veteran's Court Clerk				0	15,000
Part-time Veteran's Court Public Defender				0	5,000
General Equipment Repairs	60	595	2,000	2,000	2,000
General Equipment Repairs				2,000	2,000
Maintenance Agreements	39,819	40,840	41,296	42,512	41,043
For the Record (FTR) 3 year subscription				0	1,043
Mohave County Court Automation				42,512	40,000
Property and Risk Insurance	32,976	27,149	34,245	34,245	35,272
Per Diem	267	609	522	522	556
COJET Conference				352	352
National Association for Court Management 2017 Conference				170	0
Arizona Court Executive Program				0	204



GENERAL FUND

Judicial

MUNICIPAL COURT

Services and Other Charges

Lodging	733	740	1,750	1,715	1,700
DUI and Traffic Conference				328	400
National Association for Court Management 2017 Conference				1,387	0
Arizona Court Executive Program				0	1,300
Transportation	286	1,525	1,200	678	850
COJET Conference				300	300
Judicial Conference				254	400
National Association for Court Management 2017 Conference				124	0
Arizona Court Executive Program				0	150
Seminars and Conferences	500	2,450	2,185	2,240	850
COJET Registration Fees				800	600
Judicial Conference Registration				250	250
National Association for Court Management 2017 Conference				1,190	0
Books and Subscriptions	2,764	2,898	2,899	2,783	3,362
Westlaw				1,902	2,079
AZ Criminal and Traffic Manual				228	228
AZ Rules of Court				653	1,055
Dues and Memberships	0	660	760	310	660
National Association for Court Management				0	100
Arizona Bar Dues				310	440
National Association of Drug Court Professionals				0	120
Meeting Expenses	0	206	1,200	0	600
Monthly Veteran's Court Meetings				0	600
Wifi Service	155	964	0	0	0
TOTAL CATEGORY	643,712	605,248	681,846	585,872	588,338
Supplies					
Office Supplies	7,538	7,093	10,500	10,500	10,500
Office Supplies				10,500	10,500
TOTAL CATEGORY	7,538	7,093	10,500	10,500	10,500
Property					
Computer Equipment <\$5,000	0	1,495	0	0	0
Equipment <\$5,000	0	758	0	0	7,500
Proximity card access points and security cameras				0	7,500
TOTAL CATEGORY	0	2,252	0	0	7,500
Contingency					
Contingency	0	0	107,736	0	123,181
Remaining Fund Balance				0	123,181
TOTAL CATEGORY	0	0	107,736	0	123,181
TOTAL	1,408,831	1,330,156	1,599,602	1,385,626	1,565,561



GENERAL FUND

Financial Administration

FINANCIAL ADMINISTRATION

MISSION: Provide financial support services to the City Council, city staff, and the public that are efficient, effective, and that protect and maximize the use of city resources for the good of the community. The Finance Department strives to meet these goals through collaborative teamwork, accountability and individual professional development.

DEPARTMENT DESCRIPTION

The Finance Department is responsible for the following functions: financial reporting, accounting, investments, business licensing, payroll, annual budget, special assessment administration, procurement, billing, collections, and capital assets.

The Finance Department is committed to:

- Maintaining the city's financial records in compliance with Generally Accepted Accounting Principles (GAAP) and legal requirements.
- Assisting the City Manager during preparation of the annual operating and capital budgets.
- Investing idle funds of the city in compliance with the city's investment policy and the Arizona State Statutes.
- Administering the city's business license, tax, and special assessment district programs.
- Ensuring prompt and courteous services for all our customer's wastewater and special assessment billing service needs.
- Assisting all of the city departments in obtaining the proper quality and quantity of materials, supplies, and services in a timely manner and at the lowest possible cost while maintaining a process of fairness and integrity.
- Providing financial advice to the City Council, City Manager and other operating departments of the city.
- Producing an annual comprehensive financial statement that meets certification requirements of the Government Financial Officers Association (GFOA).
- Producing an annual budget that meets certification requirements of the Government Financial Officers Association (GFOA).

FY 2017-2018 HIGHLIGHTS

- Completed converting abatement and utility liens to Microsoft .net software
- Completed converting the special assessments data from the AS/400 software to Microsoft .net software
- Received the GFOA Annual Comprehensive Financial Statement Award for Fiscal Year 2016
- Received the GFOA Annual Budget Presentation Award for Fiscal Year 2017



GENERAL FUND

Financial Administration

FINANCIAL ADMINISTRATION

FY 2018-2019 OBJECTIVES

- Prepare a balanced budget that incorporates the Council's goals and objectives for the year
- Ensure that the City Council, City Manager and all Departments are informed with the most current financial data available
- Continue to streamline the work processes to assist with the month-end, year-end and the annual audit financial report production
- Strive to maximize the use & effectiveness of the city's tax dollars while also maintain timely & adequate support of the city's needs for materials and services
- Collect revenues due to the City while treating customers in a non-arbitrary, respectful and professional manner
- Respond to customer requests in a professional and respectful manner

PERFORMANCE INDICATORS

MEASURE	FY17 Actual	FY18 Estimate	FY19 Budget
Accounts payable ACH/Wire processed	3,100	2,055	2,100
Accounts payable checks processed	5,883	6,045	6,100
Accounts payable invoices processed	15,359	15,487	15,500
Business license applications received	375	380	380
Business licenses renewed	2,584	2,581	2,585
New business licenses issued	375	380	380
Number of payments processed	163,856	156,188	155,000
Payroll ACH/Wires processed	9,158	9,570	9,600
Payroll checks processed	1,720	1,692	1,700
Special assessment delinquent notices processed	1,473	893	745
Special assessment installment bills processed	7,855	6,149	5,969
Special assessment payoff documents processed	305	218	150
Special assessments sold at auction	35	20	15
Special assessments - remaining principal balance	\$12,823,730	\$10,800,000	\$10,300,000
Utility bills processed	224,592	226,032	226,500



GENERAL FUND

Financial Administration

FINANCIAL ADMINISTRATION

	FY16 Actual	FY17 Actual	FY18 Budget	FY18 Estimate	FY19 Budget
Expenditures by Classification					
Personnel Costs	\$ 1,076,585	\$ 1,059,230	\$ 1,172,577	\$ 1,019,011	\$ 1,070,240
Services and Other Charges	417,058	425,353	444,468	430,623	452,410
Supplies	128,690	103,842	120,467	119,090	120,500
Property	9,943	1,899	650	2,571	650
Debt Service	2,200	-	2,200	2,200	2,200
Contingency	-	-	45,092	-	39,297
Subtotal	\$ 1,634,476	\$ 1,590,324	\$ 1,785,454	\$ 1,573,495	\$ 1,685,297
Cost Recovery	\$ (895,807)	\$ (831,315)	\$ (968,522)	\$ (728,507)	\$ (857,325)
General Fund	\$ 738,669	\$ 759,009	\$ 816,932	\$ 844,988	\$ 827,972

Expenditures by Activity					
Billing & Collection	\$ 1,024,606	\$ 979,777	\$ 1,125,997	\$ 890,545	\$ 1,036,412
General Accounting	609,870	610,547	659,457	682,950	648,885
Total	\$ 1,634,476	\$ 1,590,324	\$ 1,785,454	\$ 1,573,495	\$ 1,685,297

Staffing					
Finance Director	1.0	1.0	1.0	1.0	1.0
Financial Administrator	0.0	0.0	0.0	1.0	1.0
Accounting Manager	1.0	1.0	1.0	0.0	0.0
Revenue Manager	1.0	1.0	1.0	1.0	0.0
Senior Accountant	0.0	0.0	0.0	1.0	1.0
Accountant	0.0	0.0	1.0	0.0	0.0
Administrative Analyst	0.0	0.0	0.0	1.0	1.0
Budget Analyst	1.0	1.0	1.0	1.0	1.0
Senior Financial Specialist	1.0	1.0	1.0	1.0	1.0
Financial Specialist	1.0	1.0	1.0	1.0	1.0
Financial Technician	9.0	9.0	8.0	8.0	8.0
Total	15.0	15.0	15.0	16.0	15.0



GENERAL FUND

Financial Administration

FINANCIAL ADMINISTRATION

	FY16 Actual	FY17 Actual	FY18 Budget	FY18 Estimate	FY19 Budget
Personnel Costs					
Regular Full-Time	805,499	761,163	822,686	695,418	787,599
Other Wages	0	0	20,358	0	0
Overtime	7,064	11,587	1,500	19,175	1,500
Accrued Leave Paid	8,969	27,488	34,611	21,107	11,658
Health Insurance	156,552	163,645	192,462	181,982	174,034
Social Security	0	0	1,262	0	0
Medicare	11,360	11,288	12,792	12,118	11,654
ICMA Retirement	74,630	72,680	74,861	77,302	71,685
Deferred Compensation	6,716	6,854	7,342	7,277	7,743
Workers Compensation	2,794	1,524	1,703	1,632	1,366
Employee Allowance	3,000	3,000	3,000	3,000	3,000
TOTAL CATEGORY	1,076,585	1,059,230	1,172,577	1,019,011	1,070,240
Services and Other Charges					
Legal Notices	5,852	28,141	20,606	12,766	14,606
Advertising - auction of assessment				6,100	3,656
Advertising - installment billing, November and May				500	950
Advertising - special assessment 1st delinquency				6,166	10,000
Property Recording Fees	5,283	3,720	6,580	6,690	6,580
Liens for delinquent wastewater accounts				6,000	6,000
Refuse liens				290	80
Special assessment documents				400	500
Administrative Fees	0	925	0	0	0
Auditing Services	48,550	50,080	59,100	59,080	60,000
Independent Auditor Services for Annual Audit				49,080	50,000
Tax and franchise license fees				10,000	10,000
Other Professional Services	127,346	122,565	115,478	107,485	123,828
Coding Changes to Safe				130	130
County Recorder system access				696	696
Customer address search engine				400	400
Department of Revenue Tax Administration				80,989	97,202
Shred confidential records				170	200
Title reports for delinquent special assessment auction				9,100	9,200
Water shut off fees - delinquent accounts				16,000	16,000
Banking Services	113,789	111,799	115,070	106,160	115,070
Armored car				5,700	6,005
Client bank analysis fees				22,000	25,000
E-suite credit card fees				41,000	45,000
E-suite gateway fees				3,200	3,360
E-suite merchant provider monthly fees				8,900	9,345
Virtual terminal credit card fees				25,000	26,000
Virtual terminal gateway fees				360	360
Other Technical Services	0	0	0	0	0
Permitting and Misc. Fees	1,402	1,559	1,210	1,138	1,225
GFOA Application for Annual Budget Award				425	450
GFOA Application for Annual Financial Reporting Award				505	550
Municipal Property Corporation Annual Filing				10	10
Post Office Box Rental for Vendor Invoices				198	215



GENERAL FUND

Financial Administration

FINANCIAL ADMINISTRATION

	FY16 Actual	FY17 Actual	FY18 Budget	FY18 Estimate	FY19 Budget
Services and Other Charges					
General Equipment Repairs	133	0	500	100	500
Date Stamper				0	200
Scanners				0	200
Service on safe				100	100
Software/Hardware Agreement	5,887	6,476	7,124	7,124	7,836
Billing processing equipment				7,124	7,836
Land and Building Rentals	2,252	2,252	2,253	2,253	2,253
Storage for Financial Records				2,253	2,253
Equip. and Vehicle Rental	0	3,223	3,800	3,500	3,800
Billing printer				3,500	3,800
Property and Risk Insurance	30,564	25,160	31,735	31,735	32,687
Custom Printing	11,578	19,573	21,680	20,881	21,680
Blank Check Stock				2,400	2,675
Envelopes for Remittance				480	500
#10 envelopes w/permit number				8,700	8,961
#10 envelopes without permit number				1,250	1,290
#9 envelopes				7,300	7,500
Business cards				126	129
Deposit slips				625	625
Per Diem	229	419	306	471	460
ERP Annual Conference				315	200
GFOA Conference				80	160
Training				76	100
Lodging	2,142	3,874	945	3,831	1,750
ERP Annual Conference				3,081	1,000
GFOA Conference				600	600
Training				150	150
Transportation	1,373	1,958	756	2,195	1,075
ERP Annual Conference				1,710	750
GFOA Conference				395	250
Training				90	75
Seminars and Conferences	3,720	4,919	1,865	6,694	3,490
ERP Annual Conference				2,775	1,000
ERP Online Training for new staff				0	1,275
GFOA Conference				380	380
Training				465	200
Webinars for Staff				200	635
Online Government Accounting Classes				2,874	0
Books and Subscriptions	0	320	0	0	0
Dues and Memberships	359	661	460	520	570
Colorado River Finance Officers Association				0	50
Government Finance Officer's Association				250	250
Government Finance Officers Association Arizona				120	120
Sam's Club Membership for City				100	100
Notary				50	50
Uncollectible Accounts	56,599	37,730	55,000	58,000	55,000
Billed amounts not collected within 60 days after year end				20,000	20,000
Wastewater fees				38,000	35,000
TOTAL CATEGORY	417,058	425,353	444,468	430,623	452,410



GENERAL FUND

Financial Administration

FINANCIAL ADMINISTRATION

	FY16 Actual	FY17 Actual	FY18 Budget	FY18 Estimate	FY19 Budget
Supplies					
Office Supplies	13,065	13,471	20,279	19,575	20,279
General Office Supplies				900	1,050
MICR Toner for Check Printing				400	400
Paper and Envelopes for Payroll Processing				227	250
Vendor 1099 and W-2 Forms				531	650
Black ribbon cassette-cashier printers				470	479
Calculator				69	70
Calendars				93	95
Certified mailing envelopes				6,405	6,533
Deposit bags				1,412	1,440
Electric Stapler				37	38
Endorser ribbons				390	398
File storage boxes				350	357
General office supplies for billing and collection				1,125	1,148
Large envelopes for cashier daily documents				105	107
Paper for water shut off notices				544	555
Perforated invoice blanks				5,500	5,670
Printer tape for receipt printers				937	956
Sealing solution for billing equipment				80	83
Specialty Supplies	525	65	0	44	0
Reader App				44	0
Computer Software	0	0	354	354	354
Software Upgrades				354	354
Postage	115,101	89,378	98,959	98,959	98,959
Auction Notice - Certified				1,500	1,500
Auction notice - first class				250	250
Delinquent special assessment notice				575	575
Delinquent wastewater shut-off and lien notices sent by certified mail and first				7,104	7,104
Re-mail special assessment bills				80	80
Special Assessment Bills				3,000	3,000
Special Assessment Correspondence				50	50
Special assessment coupons				400	400
Wastewater billing				84,000	84,000
Wastewater correspondence				2,000	2,000
Gasoline	0	129	155	158	188
70 gallons @\$2.60/gal				153	182
70 gallons Fuel Facility Charge @\$.08/gal				5	6
Uniforms	0	799	720	0	720
Staff Shirts				0	720
TOTAL CATEGORY	128,690	103,842	120,467	119,090	120,500
Property					
Furniture	8,008	74	650	1,248	650
Replace Office Furniture				624	650
Desk ergonomic chair				624	0
Computer Equipment<\$5,000	826	1,215	0	1,323	0
Computer monitors				1,323	0
Equipment<\$5,000	1,109	610	0	0	0
TOTAL CATEGORY	9,943	1,899	650	2,571	650



GENERAL FUND

Financial Administration

FINANCIAL ADMINISTRATION

	FY16 Actual	FY17 Actual	FY18 Budget	FY18 Estimate	FY19 Budget
Debt Service					
Bond Arbitrage	2,200	0	2,200	2,200	2,200
Arbitrage rebate calculation for bonds				2,200	2,200
TOTAL CATEGORY	2,200	0	2,200	2,200	2,200
Contingency					
Contingency	0	0	45,092	0	39,297
Special Assessment Fund Balance				0	39,297
TOTAL CATEGORY	0	0	45,092	0	39,297
TOTAL	1,634,476	1,590,324	1,785,454	1,573,495	1,685,297



GENERAL FUND

Executive

	FY16 Actual	FY17 Actual	FY18 Budget	FY18 Estimate	FY19 Budget
Expenditures by Classification					
Personnel Costs	\$ 430,245	\$ 417,633	\$ 514,874	\$ 561,556	\$ 595,600
Services and Other Charges	47,251	46,145	119,595	78,686	93,633
Supplies	1,836	2,354	4,000	4,129	2,284
Property	17,337	5,760	27,710	2,800	3,950
Capital Outlay	-	-	-	-	17,500
Subtotal	\$ 496,669	\$ 471,892	\$ 666,179	\$ 647,171	\$ 712,967
Cost Recovery	\$ -	\$ -	\$ (234,262)	\$ (234,923)	\$ (192,383)
General Fund	\$ 336,860	\$ 321,058	\$ 431,917	\$ 412,248	\$ 520,584

Expenditures by Activity					
Administration	\$ 378,038	\$ 331,153	\$ 391,459	\$ 424,127	\$ 437,576
Public Information	118,631	140,739	274,720	223,044	275,391
Total	\$ 496,669	\$ 471,892	\$ 666,179	\$ 647,171	\$ 712,967

Staffing					
City Manager	1.0	1.0	1.0	1.0	1.0
Senior Admin Analyst	1.0	1.0	0.0	0.0	0.0
Administrative Analyst	0.0	0.0	1.0	1.0	1.0
Executive Assistant	1.0	1.0	1.0	1.0	1.0
Public Information Officer	0.0	0.0	0.0	0.0	0.0
Sponsorship Coordinator	1.0	1.0	1.0	1.0	1.0
Communication Specialist	0.0	1.0	1.0	1.0	1.0
Television-Producer	1.0	0.0	0.0	0.0	0.0
Total	5.0	5.0	5.0	5.0	5.0



CITY MANAGER

MISSION: Direct and coordinate City staff to provide effective, efficient, and equitable implementation of Council policies and programs in accordance with sound management principles. The City Manager provides representation of City Council policies to citizens, other governmental agencies/jurisdictions and any other entity important to the accomplishment of directives established by the City Council.

DEPARTMENT DESCRIPTION

Bullhead City has a Council/Manager form of government. The City Manager is appointed by the City Council and is the Chief Administrative Officer of the municipal government. The City Manager assists the Mayor and City Council in delineating the goals which the City government will pursue and determines the courses of action to follow in pursuit of those goals. Once courses of action are defined, the City Manager implements the established policies and directions through professional leadership and management practices to ensure that all daily operations are performed effectively, economically and equitable. The City Manager's office completes a strategic plan update biannually and provides quarterly reports on the state of the City.

FY 2017-2018 HIGHLIGHTS

- Implementation of City Council Goals and Objectives
- Implement Strategic Planning Initiatives
- Annual administrative review of operational efficiencies and staffing needs across the board to create a sustainable budget
- Quarterly Tri-City Council meetings are held
- Quarterly management reports to Mayor and Council concerning the financial health and well-being of the community
- Development of Community Park
- Recruited additional retail tenants to Bullhead City
- Recruited distribution center to Bullhead City
- Continue to improve the City's transportation infrastructure network
- Laughlin Boulevard expansion was approved and will be built in 2018
- Continued partnership with the Bureau of Land Management and Arizona Game & Fish Commission and the Bureau of Land Management for the purpose of implementing the Development Plan of the Colorado River Nature Center
- Continued support and promotion of the Curbside Comingled & Drop-Off Recycling Program
- Continued support of the Community Worker Program
- Continued support and marketing of the Suddenlink Community Center
- Continued work with local stakeholders for beautification in community parks and rights of ways
- Continued planning and marketing towards youth and adult sports tournaments
- Continued support for the River Cities Resource Center
- Promote community spirit and continue to improve quality of life aspects



CITY MANAGER

FY 2018-2019 OBJECTIVES

- To provide visionary leadership and effective management to the operating departments to ensure the achievement of City goals in an efficient and responsible manner
- Recommend proposals and programs which address the long-term needs of the city
- Facilitate economic and community development projects
- Continue operating the City under a very lean budget
- Continue to improve the City’s intergovernmental relations
- Review approved Administrative Regulations and Municipal Codes
- Continue to implement the goals and objectives established in the strategic plan
- Continue to facilitate a sports tourism environment in the community

PERFORMANCE INDICATORS

MEASURE	FY17 Actual	FY18 Estimate	FY19 Budget
Attend Regular and Special Council meetings and work sessions	44	44	44
Attend Weekly/Bi-weekly/Monthly meetings with department directors	184	184	192
Attend Weekly Executive Staff meetings	48	52	52
Work with the Strategic Plan Task Force and Department Directors to ensure the stated goals are met	12	12	12



GENERAL FUND

Executive

CITY MANAGER

	FY16 Actual	FY17 Actual	FY18 Budget	FY18 Estimate	FY19 Budget
Personnel Costs					
Regular Full-Time	274,811	231,949	265,563	290,730	303,667
Other Wages	0	0	0	0	0
Overtime	266	360	0	0	0
Accrued Leave Paid	4,436	3,957	11,160	10,898	11,783
Health Insurance	31,680	33,774	46,216	51,848	50,998
Social Security	0	0	0	0	0
Medicare	4,002	3,234	4,100	7,726	4,661
ICMA Retirement	25,839	20,882	24,576	27,840	28,025
Deferred Compensation	8,296	8,314	8,920	8,710	9,399
Workers Compensation	962	438	537	582	546
Employee Allowance	6,000	6,000	6,000	6,300	6,000
TOTAL CATEGORY	356,291	308,909	367,072	404,634	415,080
Services and Other Charges					
Business Meals	42	299	150	150	200
Business Meals				150	200
Other Professional Services	750	520	5,000	0	0
Contract Labor	0	2,922	0	0	0
Property and Risk Insurance	9,768	8,033	10,131	10,148	10,452
Cellular Service	731	982	675	680	681
Smart Phone (1)				680	681
Other Advertising	3,722	0	0	0	0
Custom Printing	0	0	65	65	120
Business cards and envelopes				65	120
Per Diem	242	497	785	785	998
Annual League of Cities and Towns Conference - 3 Travelers				272	340
Annual ICMA Conference				204	250
Legislative Travel - Three trips (two day/one night each)				105	204
ACMA Conference - Summer/Winter				204	204
Lodging	1,799	2,198	2,925	2,925	3,970
Legislative Travel - 3 over night trips				181	600
Annual ICMA Conference				800	1,000
ACMA Conference - Winter				480	480
ACMA Conference - Summer				690	690
Annual League of Cities and Towns Conference - 3 Travelers				774	1,200
Transportation	728	616	530	530	1,270
Legislative				0	250
Annual ICMA Conference				530	750
Annual League of Cities and Towns Conference				0	270
Seminars and Conferences	1,174	1,750	1,965	2,005	2,380
Annual League of Cities and Towns Conference x3				590	885
ACMA Conference - Summer				360	420
Annual ICMA Conference				695	655
ACMA Conference - Winter				360	420



GENERAL FUND

Executive

CITY MANAGER

	FY16 Actual	FY17 Actual	FY18 Budget	FY18 Estimate	FY19 Budget
Services and Other Charges					
Books and Subscriptions	0	149	0	0	0
Dues and Memberships	1,638	1,860	1,661	1,705	1,825
ICMA Annual Dues				1,340	1,400
Biennial Principal/Public Body Registration for AZ Lobbyist				25	25
ACMA Annual Dues				340	400
Meeting Expenses	200	0	0	0	0
TOTAL CATEGORY	20,794	19,824	23,887	18,993	21,896
Supplies					
Office Supplies	391	1,029	500	500	600
General Office Supplies				500	600
Gasoline	0	47	0	0	0
TOTAL CATEGORY	391	1,076	500	500	600
Property					
Furniture	162	1,343	0	0	0
Equipment <\$5,000	400	0	0	0	0
TOTAL CATEGORY	562	1,343	0	0	0
TOTAL	378,038	331,153	391,459	424,127	437,576



PUBLIC INFORMATION

MISSION: Strive to present a courteous, service-oriented team of professionals, who provide information to the citizens of Bullhead City. Channel 4 is the government channel that connects the people and their government more directly, expands access to government information, provides an additional medium for the City to respond to the needs and concerns of its residents, helps residents make informed decisions, and encourages more residents to vote and become active citizens in Bullhead City.

DEPARTMENT DESCRIPTION

The Public Information Office is a point of contact within the city government where citizens, the media and City employees go to request information concerning City programs, services, issues and policies. The Public Information Office assists City departments with public information issues and coordinates and broadcasts the City government cable television programs.

FY 2017-2018 HIGHLIGHTS

- Continued production of the Recreation program along with public meetings held in the City Council Chambers
- Updated the Community Videos with CGI Communications
- Started video production of sports tournaments and Recreation events

FY 2018-2019 OBJECTIVES

- Improve production side of Recreation events and Boards and Commission meetings
- Increase community "saturation" of City information
- Increase community participation in City media sites (website, Facebook, Twitter)
- Maintain current programming levels for TV4
- Maintain a clean, current, and helpful City Website and Facebook account
- Increase citizen participation on social media

MEASURE	FY17 Actual	FY18 Estimate	FY19 Budget
City Boards and Commission meetings filmed for TV4	42	66	66
Events recorded for news and others on TV4	8	30	30
Production of Recreation Show for TV4	26	12	6
Production of the new City Connection for TV4	52	0	40
Posts to City Facebook, Twitter and Instagram	1,100	1,100	1,100
Page edits to City Website	100	3,000	3,000
Recreation Events Live Broadcast	0	6	6



GENERAL FUND

Executive

PUBLIC INFORMATION

	FY16 Actual	FY17 Actual	FY18 Budget	FY18 Estimate	FY19 Budget
Personnel Costs					
Regular Full-Time	42,142	69,874	92,239	92,187	106,039
Other Wages	13,338	10,985	15,000	22,315	30,000
Overtime	0	0	0	0	0
Health Insurance	12,672	19,407	29,308	30,615	30,567
Social Security	827	681	930	1,383	1,860
Medicare	797	1,118	1,555	1,601	1,973
ICMA Retirement	3,807	6,324	8,348	8,343	9,597
Workers Compensation	371	336	422	478	485
TOTAL CATEGORY	73,954	108,724	147,802	156,922	180,520
Services and Other Charges					
Business Meals	10	0	0	0	300
Business Meals				0	300
Other Contracted Services	9	99	0	0	0
General Equipment Repairs	1,175	0	1,000	1,000	1,000
General equipment repairs				1,000	1,000
Vehicle Repairs and Service	0	0	2,000	2,000	2,000
Fleet rental charges				2,000	2,000
Software/Hardware Agreement	88	1,107	4,009	4,009	3,127
Adobe Creative Cloud				910	1,820
Drop Box				99	107
Community Online Event Calendar				1,200	1,200
Tightrope Media Systems - TV4 Billboard				1,800	0
Music License Agreement	99	149	100	100	149
Audio Blocks				100	149
Property and Risk Insurance	5,256	4,331	5,462	5,462	5,626
Cellular Service	541	890	675	660	681
Smartphone (1)				660	681
Other Advertising	0	661	1,000	1,000	1,000
Promotional Items				500	500
Media Advertising				500	500
Marketing Events	1,226	4,829	2,010	2,010	2,030
Colorado River Women's Council - Leadership Class - Government Day at City Hall				40	40
Winter Expo				1,925	1,925
Operation Cool Shade				45	65



GENERAL FUND

Executive

PUBLIC INFORMATION

	FY16 Actual	FY17 Actual	FY18 Budget	FY18 Estimate	FY19 Budget
Services and Other Charges					
Custom Printing	16,989	13,570	77,345	41,345	53,690
Metro Creative Graphics - Annual				2,100	2,100
Senior Softball Program Guide				2,000	2,000
Basketball Tournament Program Guide - Holiday and Summer				2,000	4,000
Farmers Market Marketing and Advertising				5,000	5,000
Winterfest Program Guide				1,700	1,000
Tournament of Champions - Basketball Guide and flyer				2,000	2,000
Colorado River Bluegrass Program Guide				2,000	0
Sports Coupon Book				2,500	2,500
Glow 5K Run Guide and flyer				2,000	2,000
Colorado River Invitational Tournament				0	2,500
Business Cards				45	90
Senior Games Guide				3,000	3,000
Printing of misc. flyers, posters and banners.				1,000	1,000
Spring and Fall Youth Guide				16,000	16,000
River Daze Soccer Tournament				0	2,500
Tournament of Champions - Softball				0	8,000
Per Diem	177	128	240	240	204
National Association of Broadcasters Show (NAB) - Las Vegas				240	204
Lodging	343	294	462	462	600
National Association of Broadcasters Show - \$100 a night for 6 nights				462	600
Transportation	294	160	150	150	75
National Association of Broadcasters Show - Parking				150	75
Seminars and Conferences	150	0	1,145	1,145	1,145
National Association of Broadcasters Show - Post Production World Pass				1,145	1,145
Books and Subscriptions	101	101	110	110	110
Mohave Valley Daily News - Online and Home Delivery Package				110	110
TOTAL CATEGORY	26,457	26,320	95,708	59,693	71,737
Supplies					
Office Supplies	299	114	400	400	450
Misc. Office Supplies				200	250
Special Event Mass Mailer supplies - Sponsorships				200	200
Specialty Supplies	139	332	1,000	1,000	1,000
Misc. Specialty Supplies				1,000	1,000
Computer Software	1,006	832	2,000	2,000	0
Tri-caster Advanced				2,000	0
Gasoline	0	0	0	129	134
50 Gallons @ \$2.60/gallon				125	130
Facility fee 50 Gallons @ \$0.08/gallon				4	4
Uniforms	0	0	100	100	100
Shirts for TV4 Media Staff				100	100
TOTAL CATEGORY	1,444	1,278	3,500	3,629	1,684



GENERAL FUND

Executive

PUBLIC INFORMATION

	FY16 Actual	FY17 Actual	FY18 Budget	FY18 Estimate	FY19 Budget
Property					
Computer Equipment<\$5,000	248	3,394	2,800	2,800	0
New User Friendly NAS drive data storage for tv4				2,000	0
PTZ Camera Controller for Council Chambers				800	0
Equipment<\$5,000	16,527	1,022	24,910	0	3,950
2 - GPU's for workstations				0	2,000
Networking Equipment				0	250
Steady Cam Rig				0	1,700
TOTAL CATEGORY	16,775	4,417	27,710	2,800	3,950
Capital Outlay					
Machinery and Equipment	0	0	0	0	17,500
1 Pro Max (NAS Drive System)				0	17,500
TOTAL CATEGORY	0	0	0	0	17,500
TOTAL	118,631	140,739	274,720	223,044	275,391



GENERAL FUND

Legislative

MAYOR AND COUNCIL

MISSION: Mayor and Council are the elected representatives of the residents of Bullhead City. They formulate policy, enact laws and promote community interests that enhance the quality of life for those who live, work, visit and play in the City. The Mayor and City Council are elected at large to serve the entire community.

DEPARTMENT DESCRIPTION

The Mayor and City Council are the policy makers for the City of Bullhead City. The members engage in active and open communication with all sectors of the community to address community needs and interests. They participate and provide leadership in various intergovernmental associations and organizations to address issues which may impact Bullhead City and cities in general. They attend and coordinate meetings and special presentations. They Mayor and City Council participate in many community special events.

The Mayor and City Council hire the City Manager, City Clerk, City Attorney and Municipal Magistrate. They also appoint all Board and Commission members.

MEASURE	FY17 Actual	FY18 Estimate	FY19 Budget
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Attend Regular and Special Council meetings and work sessions	44	44	44
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	FY16 Actual	FY17 Actual	FY18 Budget	FY18 Estimate	FY19 Budget
Expenditures by Classification					
Personnel Costs	\$ 123,812	\$ 152,075	\$ 125,543	\$ 128,124	\$ 127,103
Services and Other Charges	21,551	24,311	31,975	32,306	47,829
Supplies	612	1,267	2,937	2,537	3,002
Property	495	38	-	-	-
Subtotal	\$ 146,470	\$ 177,691	\$ 160,455	\$ 162,967	\$ 177,934
Cost Recovery	\$ (53,232)	\$ (64,043)	\$ (54,423)	\$ (56,196)	\$ (55,173)
General Fund	\$ 93,238	\$ 113,648	\$ 106,032	\$ 106,771	\$ 122,761

	FY16 Actual	FY17 Actual	FY18 Budget	FY18 Estimate	FY19 Budget
Expenditures by Activity					
Mayor and Council	\$ 146,470	\$ 177,691	\$ 160,455	\$ 162,967	\$ 177,934
Total	\$ 146,470	\$ 177,691	\$ 160,455	\$ 162,967	\$ 177,934

	FY16 Actual	FY17 Actual	FY18 Budget	FY18 Estimate	FY19 Budget
Staffing					
Mayor	1.0	1.0	1.0	1.0	1.0
Vice Mayor	1.0	1.0	1.0	1.0	1.0
Council Member	5.0	5.0	5.0	5.0	5.0
Total	7.0	7.0	7.0	7.0	7.0



GENERAL FUND

Legislative

MAYOR AND COUNCIL

	FY16 Actual	FY17 Actual	FY18 Budget	FY18 Estimate	FY19 Budget
Personnel Costs					
Regular Full-Time	0	0	0	0	0
Other Wages	66,750	70,375	66,000	66,000	66,000
Health Insurance	52,800	77,209	54,368	57,125	55,942
Social Security	3,267	3,532	4,092	3,950	4,092
Medicare	764	826	957	924	957
Workers Compensation	231	133	126	125	112
TOTAL CATEGORY	123,812	152,075	125,543	128,124	127,103
Services and Other Charges					
Business Meals	931	142	950	950	950
Business Meals				700	700
Sponsored Lunches				250	250
Vehicle Repairs and Service	2,000	2,000	2,000	2,000	2,000
Fleet rental charges				2,000	2,000
Property and Risk Insurance	11,964	9,840	12,412	12,412	12,784
Cellular Service	731	915	675	680	681
Smartphone (1)				680	681
Custom Printing	66	281	780	780	940
City Council Shirts and Apparel				450	450
Official Banners				120	120
Business Cards - Mayor \$102 Council \$45				140	300
Envelopes				70	70
Per Diem	226	707	1,592	1,846	2,607
League of Arizona Cities and Towns Conference - 7 Travelers				952	759
Newly Elected League Training - 3 Travelers				120	306
Western Water Seminar				170	136
GAMA Meetings				100	34
WaterNow Alliance Meeting				102	102
Washington DC Trip x 3 Days (6 travel 3 event)				102	612
Legislative Travel (3 trips-2 days- 2 travelers)				300	408
Water meetings				0	250
Lodging	1,693	3,954	5,548	5,548	12,057
Legislative Travel (3 trips-1 night ea.-2 travelers)				400	1,200
Western Water Seminar				987	987
Newly Elected Official Training x3				0	1,170
Washington DC Trip x 3 nights 6 travelers @ \$200 per night plus tax and fees				525	3,600
WaterNow Alliance Meeting 3 nights @ \$300 a night				927	900
AZ League of Cities and Towns Conference \$175/3 nights/3 attendees and \$175/3 nights/4 attendees				2,709	4,200



GENERAL FUND

Legislative

MAYOR AND COUNCIL

	FY16 Actual	FY17 Actual	FY18 Budget	FY18 Estimate	FY19 Budget
Services and Other Charges					
Transportation	726	1,325	2,579	2,579	9,404
Legislative Travel - 2 travelers				500	1,200
Western Water Seminar				359	400
AZ League of Cities and Towns Conference				740	800
GAMA Meetings				0	205
Newly Elected Officials Training				0	819
Washington DC Trip (6 travelers 3 trips)				680	4,080
WaterNow Alliance Meeting				300	400
Water meetings				0	1,500
Seminars and Conferences	1,675	3,440	2,690	2,690	3,065
Western Water Seminar				625	625
Newly Elected Officials Training - 3 @ \$125				0	375
AZ League of Cities and Towns Conference - 7 @\$295				2,065	2,065
Books and Subscriptions	149	0	149	221	241
Today's News Herald - Lake Havasu City				72	72
AZ Capitol Times Annual				149	169
Dues and Memberships	0	0	0	0	500
National Water Resource Association				0	500
Meeting Expenses	1,389	1,708	2,600	2,600	2,600
Council Work/Budget Sessions				1,800	1,800
Tri-City Council Meetings				800	800
TOTAL CATEGORY	21,551	24,311	31,975	32,306	47,829
Supplies					
Office Supplies	94	254	250	250	300
General office supplies				250	300
Awards	29	372	400	400	400
Purchase of Recognition/Appreciation Awards				400	400
Specialty Supplies	261	361	1,900	1,500	1,900
Tri-City Council Booth Proportionate Cost for League Conference				600	1,000
Purchase of Board and Commission name plates and supplies for special events				900	900
Gasoline	228	281	387	387	402
150 Gallons @\$2.60/qal				375	390
150 Gallons Fuel Facility Charge @\$0.08/gal				12	12
TOTAL CATEGORY	612	1,267	2,937	2,537	3,002
Property					
Furniture	495	38	0	0	0
TOTAL CATEGORY	495	38	0	0	0
TOTAL	146,470	177,691	160,455	162,967	177,934



MISSION: Support the City Council goal of accessible and responsive government through a courteous, service-oriented professional team providing optimum public services to the citizens of Bullhead City.

DEPARTMENT DESCRIPTION

The City Clerk is appointed by the City Council. The Office of the City Clerk functions as the Official Records Custodian, Official Custodian of the Seal of the City, Administrator of City Elections, and City Records Management and Records Disposition Program Administrator.

The City Clerk is responsible for attending all meetings and recording the official minutes for the City Council, boards and commissions, assisting in the preparation of official documents, countersigning official documents, attesting to all city documents, codifying and recording all local laws, and processing liquor licenses, ordinances, resolutions, and legal documents adopted by the City Council. The City Clerk is responsible for recording official documents with appropriate agencies, processing and researching public records requests, administering oaths and affirmations, publishing legal notices, giving notice of public meetings as required by law, updating and distributing supplements to the Bullhead City Municipal Code, and serves as the city's Election Official.

FY 2017-2018 HIGHLIGHTS

- City Clerk represented the city as the Immediate Past President of the Arizona Municipal Clerks' Association
- Deputy Clerk graduated from the ASU Certified Public Management Program
- City Clerk and Deputy Clerk attended the League's 2017 Annual Elections Conference
- Deputy Clerk attended the 2017 IIMC Municipal Clerk Academy

FY 2018-2019 OBJECTIVES

- Administer the 2018 primary and general elections in Bullhead City
- Continue to update city staff with document management schedules in all departments
- Respond to citizen requests for public records
- Attend and record official minutes for City Council, Board and Commission meetings
- Process liquor license, special event liquor license, and extension of premises applications
- Assist Council Members with special projects
- Codify ordinances, update and distribute City Code supplements
- Deputy Clerk to obtain the Master Municipal Clerk Designation
- City Clerk and Deputy Clerk to attend the League's 2018 Annual Elections Conference
- Deputy Clerk to attend the 2018 IIMC Municipal Clerk Academy



GENERAL FUND

Legislative

CITY CLERK

PERFORMANCE INDICATORS

MEASURE	FY17 Actual	FY18 Estimate	FY19 Budget
Number of public records requests processed	240	250	250
Number of Council/Board/Commission member orientations provided	3	4	4
Number of bid openings attended	15	15	15
Number of legal notices published	34	40	40
Number of Council/Board/Commission meeting minutes pages transcribed	385	400	400
Number of Council/Board/Commission meetings attended	70	70	70
Number of ordinances processed	21	25	25
Number of liquor licenses processed	25	30	30
Number of resolutions processed	64	65	65
Number of proclamations processed	25	25	25
Number of agendas/quorums/actions posted	172	175	175



GENERAL FUND

Legislative

CITY CLERK

	FY16 Actual	FY17 Actual	FY18 Budget	FY18 Estimate	FY19 Budget
Expenditures by Classification					
Personnel Costs	\$ 168,557	\$ 169,655	\$ 178,625	\$ 176,613	\$ 188,011
Services and Other Charges	23,654	109,385	35,064	25,604	86,695
Supplies	392	325	550	550	550
Property	-	1,343	-	-	-
Total	\$ 192,603	\$ 280,708	\$ 214,239	\$ 202,767	\$ 275,256

Expenditures by Activity					
Elections	\$ -	\$ 78,336	\$ -	\$ -	\$ 50,850
Legislative	192,603	202,372	214,239	202,767	224,406
Total	\$ 192,603	\$ 280,708	\$ 214,239	\$ 202,767	\$ 275,256

Staffing					
City Clerk	1.0	1.0	1.0	1.0	1.0
Deputy City Clerk	1.0	1.0	1.0	1.0	1.0
Total	2.0	2.0	2.0	2.0	2.0



GENERAL FUND

Legislative

CITY CLERK

	FY16 Actual	FY17 Actual	FY18 Budget	FY18 Estimate	FY19 Budget
Personnel Costs					
Regular Full-Time	127,869	131,718	142,036	139,914	149,917
Overtime	0	0	0	0	0
Health Insurance	21,120	18,043	15,098	15,443	15,534
Medicare	1,805	1,876	2,080	2,011	2,195
ICMA Retirement	11,702	12,051	12,985	12,803	13,698
Deferred Compensation	4,186	4,273	4,714	4,613	4,971
Workers Compensation	433	253	272	269	257
Employee Allowance	1,440	1,440	1,440	1,560	1,440
TOTAL CATEGORY	168,556	169,655	178,625	176,613	188,011
Services and Other Charges					
Legal Notices	4,918	13,420	15,000	6,000	15,000
Legal notices -ordinances, bids, RFPs, election notices				6,000	15,000
Property Recording Fees	430	332	1,000	1,000	1,000
County Recorder Fees				1,000	1,000
Other Professional Services	4,873	13,673	4,000	4,000	4,000
Municode Codification Services/Municipal Code				4,000	4,000
Election Expenses	0	69,456	0	0	50,850
General election voter registration services @\$.40 per active registered voter				0	8,800
Primary election @\$.75 per registered voter				0	16,500
Primary election voter registration services @\$.40 per active registered voter				0	8,800
General election @\$.75 per registered voter				0	16,500
Miscellaneous fees				0	250
General Equipment Repairs	0	0	200	200	200
Misc. Small Equipment Repairs				200	200
Software/Hardware Agreement	4,730	4,730	4,730	4,730	4,730
Document Management Contract for Laserfiche System				4,730	4,730
Property and Risk Insurance	6,072	4,994	6,299	6,299	6,488
Custom Printing	0	0	0	100	100
Miscellaneous printing to update business cards				100	100
Per Diem	187	90	286	275	301
Elections Training and Summer AMCA Conference				125	125
Annual League Conference				0	34
International Institute of Municipal Clerks Academy				125	102
Election Officials of Arizona				25	40
Lodging	603	540	1,150	900	1,050
IIMC Academy				400	400
Elections Training and Summer Conference				300	450
Election Officials of Arizona				200	200
Transportation	802	855	749	525	526
City Car travel to/from Phoenix AMCA Academy				262	263
City Car to/from Phoenix for Elections Training Phoenix				263	263



GENERAL FUND

Legislative

CITY CLERK

	FY16 Actual	FY17 Actual	FY18 Budget	FY18 Estimate	FY19 Budget
Services and Other Charges					
Seminars and Conferences	520	630	1,100	1,025	1,370
Election Officials of Arizona				100	150
Annual League Conference				0	295
Elections Training and AMCA Summer Conference				600	600
IIMC Academy				325	325
Dues and Memberships	520	665	550	550	1,080
Notary Public Renewal fee				0	150
Election Officials of Arizona				40	80
International Institute of Municipal Clerks				285	300
Arizona Municipal Clerks Association				175	200
Master Municipal Clerk application fee				50	350
TOTAL CATEGORY	23,654	109,385	35,064	25,604	86,695
Supplies					
Office Supplies	392	325	550	550	550
Office Supplies				550	550
TOTAL CATEGORY	392	325	550	550	550
Property					
Furniture	0	1,343	0	0	0
TOTAL CATEGORY	0	1,343	0	0	0
TOTAL	192,603	280,708	214,239	202,767	275,256



ADMINISTRATION

MISSION: Provide safe and efficient public services to the community through cost-effective planning, designing, constructing, operating and maintaining the public facilities and physical assets of Bullhead City.

DEPARTMENT DESCRIPTION

The Public Works Office of the Director oversees the day-to-day activities of the Public Works Department. This includes the Engineering, Capital Improvement Program, Fleet Maintenance and Fuel Facility, Infrastructure, Surveying, Utilities, and Facilities Management functions.

ENGINEERING

MISSION: Serve as a source of information and technical assistance as well as to provide responsive leadership and management of the City's public infrastructure and facilities improvements, and to enhance health, safety and welfare in the City by providing economical, responsible and effective professional engineering and technical services.

DEPARTMENT DESCRIPTION

The Engineering Division is responsible for review, approval and processing of municipal infrastructure services for land development, as well as traffic and transportation engineering studies, surveying, designs and impact statements. The division is responsible for planning, design and construction of municipal serving facilities and infrastructure projects such as roads, sidewalks, street lighting, sanitary sewer, storm water management, parks, building recreation and other public facilities.

FY 2017-2018 HIGHLIGHTS

- Completed design and/or administered construction of several Capital Improvement Program (CIP) Projects including NSIP 29, Manhole Rehabilitation, Section 10 WWTP Effluent Injection Wells, Original Bullhead Sewer Gravity Main Replacement, Section 12/Community Park Improvements, Rotary Pak Pickleball Courts, and started work on the Laughlin Ranch Boulevard Extension and Bullhead Parkway Extension to the Second Bridge projects.
- Working with Clark County and other agencies on design of a second bridge to Laughlin
- Assisted Park and Roads staff with the development and completion of several landscaping and directional signs
- Completed several flood control and slope stabilization projects including Rio Lomas Drainage Improvements, and continued work on the Silver Creek and Secret Pass Washes project



ENGINEERING

FY 2018-2019 OBJECTIVES

- Continue to provide in-house design wherever possible on City projects
- Investigate, evaluate and address all traffic-related requests from City Council, City Manager, citizens, and other members of the public
- Maintain survey monuments for legal descriptions of properties in the City
- Continue to provide support to subdivision developers by utilizing the City's computer sewer model
- Continue to provide support to subdivision developers by utilizing the City's computer sewer model to document for ADEQ that capacity in the City's sewer system exists to accept flow from the subdivision
- Support GIS services wherever possible in the City
- Continue to administer the Capital Improvement Program (CIP) for the City to ensure design, construction and completion of public projects and private development
- Support in-house slurry & microsurfacing programs
- Continue to work with Clark County on second bridge to Laughlin design
- Continue to investigate, evaluate, and address flood control and slope stabilization projects

PERFORMANCE INDICATORS

MEASURE	FY17 Actual	FY18 Estimate	FY19 Budget
Flood Zone Requests	385	444	450
Blue Stake Requests	4,866	4,888	4,900
ROW Permits Issued	126	144	150
Inspections Performed	79	88	90
Volume of Projects Finished	\$3,681,020	\$6,966,831	\$8,425,000



GENERAL FUND

Public Works

	FY16 Actual	FY17 Actual	FY18 Budget	FY18 Estimate	FY19 Budget
Expenditures by Classification					
Personnel Costs	\$ 1,224,225	\$ 1,188,981	\$ 1,250,677	\$ 1,390,264	\$ 1,008,828
Services and Other Charges	71,558	60,380	79,250	71,408	75,926
Supplies	14,899	16,185	17,839	19,350	19,529
Property	5,172	6,240	-	169	5,170
Subtotal	\$ 1,315,854	\$ 1,271,786	\$ 1,347,766	\$ 1,481,191	\$ 1,109,453
Cost Recovery	\$ (1,142,798)	\$ (1,103,493)	\$ (1,142,206)	\$ (1,243,470)	\$ (924,631)
General Fund	\$ 173,056	\$ 168,293	\$ 205,560	\$ 237,721	\$ 184,822

Expenditures by Activity					
Animal Care & Welfare	\$ 865,616	\$ 810,558	\$ 869,310	\$ 822,661	\$ 839,494
General Services	3,497	8,929	12,200	5,375	14,000
Administration	446,741	452,299	466,256	653,155	255,959
Total	\$ 1,315,854	\$ 1,271,786	\$ 1,347,766	\$ 1,481,191	\$ 1,109,453

Staffing					
Public Works Director	1.0	1.0	1.0	1.0	1.0
Assistant Public Wrks Director	1.0	1.0	1.0	1.0	0.0
Administrative Analyst	1.0	1.0	1.0	1.0	1.0
Public Works Administration	3.0	3.0	3.0	3.0	2.0
Assistant City Engineer	1.0	1.0	1.0	1.0	1.0
City Surveyor	1.0	1.0	1.0	1.0	1.0
Civil Engineering Associate	1.0	1.0	1.0	1.0	1.0
Engineering Designer	1.0	1.0	1.0	1.0	1.0
Engineering Inspector	2.0	2.0	2.0	2.0	2.0
Senior Engineering Inspector	1.0	1.0	1.0	1.0	1.0
Utilities Engineering Associate	1.0	1.0	1.0	1.0	1.0
Engineering	8.0	8.0	8.0	8.0	8.0
Total	11.0	11.0	11.0	11.0	10.0



GENERAL FUND

Public Works

ADMINISTRATION

Personnel Costs

Regular Full-Time	337,931	339,041	346,120	404,483	178,976
Other Wages	1,504	1,075	0	0	0
Accrued Leave Paid	3,916	8,361	11,601	110,634	6,883
Health Insurance	31,680	29,675	28,393	29,303	22,144
Social Security	93	67	0	0	0
Medicare	5,042	5,109	5,330	7,618	2,733
ICMA Retirement	31,806	32,309	32,213	47,209	16,436
Deferred Compensation	7,920	8,153	8,360	14,547	6,384
Workers Compensation	5,938	4,212	4,481	6,683	1,763
Employee Allowance	9,600	9,600	9,840	16,145	2,640
TOTAL CATEGORY	435,432	437,603	446,338	636,622	237,959

Services and Other Charges

Business Meals	82	0	0	0	0
Property and Risk Insurance	7,240	9,708	11,588	11,588	11,935
Per Diem	310	69	502	226	355
APWA Conference				181	310
Arizona Water Conference				45	45
Lodging	0	251	2,390	723	1,200
APWA Conference				323	800
Arizona Water Conference				400	400
Transportation	500	0	1,000	703	1,000
APWA Conference				703	1,000
Seminars and Conferences	56	150	2,295	1,299	1,400
APWA Conference				899	1,000
Arizona Water Conference				400	400
Books and Subscriptions	164	140	150	140	150
Newspaper subscription				140	150
Dues and Memberships	1,438	1,613	1,643	1,510	1,610
American Society of Civil Engineers x2				560	580
American/Arizona Public Works Association x2				420	430
Arizona Floodplain Management Assoc				200	200
Nat'l Council Examiners for Engineering and Surveying				25	25
Notary commission				0	150
State engineering license renewals				305	225
TOTAL CATEGORY	9,789	11,931	19,568	16,189	17,650

PUBLIC WORKS ADMIN



GENERAL FUND

Public Works

ADMINISTRATION

	FY16 Actual	FY17 Actual	FY18 Budget	FY18 Estimate	FY19 Budget
Supplies					
Office Supplies	128	344	350	325	350
Pens, pads, folders, etc.				325	350
TOTAL CATEGORY	128	344	350	325	350
Property					
Furniture	1,231	245	0	19	0
Desk chair state and local taxes (purchased chair in FY17)				19	0
Computer Equipment <\$5,000	161	0	0	0	0
Equipment <\$5,000	0	2,177	0	0	0
TOTAL CATEGORY	1,392	2,422	0	19	0
TOTAL	446,741	452,299	466,256	653,155	255,959



GENERAL FUND

Public Works

ENGINEERING

	FY16 Actual	FY17 Actual	FY18 Budget	FY18 Estimate	FY19 Budget
Personnel Costs					
Regular Full-Time	546,269	508,954	557,172	512,710	539,500
Other Wages	30,942	62,661	45,206	71,341	45,678
Overtime	2,632	2,184	0	0	0
Accrued Leave Paid	38,710	5,765	11,806	6,343	9,150
Health Insurance	95,040	99,701	110,267	94,889	98,812
Social Security	1,918	3,885	2,802	4,423	2,832
Medicare	8,747	8,149	8,904	8,337	8,618
ICMA Retirement	53,179	46,780	50,424	46,974	48,825
Deferred Compensation	0	0	0	0	0
Workers Compensation	10,758	7,121	7,758	7,625	7,455
TOTAL CATEGORY	788,196	745,198	794,339	752,642	760,869
Services and Other Charges					
Business Meals	723	365	500	210	500
ADOT Coordination meetings				210	500
Engineering Services	2,490	25	5,000	1,125	5,000
Engineering Services not related to CIP				0	5,000
GIS map update				1,125	0
Permitting and Misc Fees	30	0	0	0	0
General Equipment Repairs	2,078	3,460	2,000	1,000	1,000
Surveying equipment repairs				1,000	1,000
Vehicle Repairs and Service	14,000	18,000	16,000	16,000	16,000
Fleet rental charges				16,000	16,000
Property and Risk Insurance	38,864	22,641	28,558	28,558	29,415
Cellular Service	1,811	1,724	1,920	2,100	2,100
Cellphones (5)				2,100	2,100
Custom Printing	0	142	200	38	200
Business Cards				38	60
Envelopes				0	140
Duplication/Copies	0	0	200	0	200
Plan Copies as Needed				0	200



GENERAL FUND

Public Works

ENGINEERING

	FY16 Actual	FY17 Actual	FY18 Budget	FY18 Estimate	FY19 Budget
Services and Other Charges					
Per Diem	128	360	444	433	376
Floodplain Management conference				196	196
Hydraulic Design training				57	0
Slurry Systems workshop				180	180
Lodging	657	824	1,425	1,195	1,125
Floodplain Management conference				600	600
Hydraulic Design training				70	0
Slurry Systems workshop				525	525
Transportation	258	288	450	520	400
Floodplain Management conference				100	100
Hydraulic Design training				120	0
Slurry Systems workshop				300	300
Seminars and Conferences	0	345	2,215	3,300	1,090
Floodplain Management conference				700	700
SCADA training				2,210	0
Slurry Systems workshop				390	390
Dues and Memberships	730	275	770	740	870
American Society of Civil Engineers				280	290
American/Arizona Public Works Association				210	215
Nat'l Council Examiners for Engineering and Surveying				25	25
State Engineering License Renewals				225	340
TOTAL CATEGORY	61,768	48,449	59,682	55,219	58,276
Supplies					
Office Supplies	1,502	1,420	2,200	2,000	2,000
Pens, pencils, pads, batteries, etc.				2,000	2,000
Specialty Supplies	1,572	1,024	1,450	1,411	1,450
Striping wands				111	0
Surveying supplies, plotter paper and ink				300	450
Utility marking paint				800	1,000
Video projector				200	0
Computer Software	209	2,549	0	0	0
Gasoline	7,518	7,285	9,804	9,804	10,184
3,800 Gallons @\$2.60/gal				9,500	9,880
3,800 Gallons Fuel Facility Charge @\$.08/gal				304	304
Uniforms	1,070	813	1,835	1,435	1,545
Allowance for steel toed boots x7				89	1,050
Hats x7				140	140
Jackets				851	0
Shirts (5 ea) x7				355	355
TOTAL CATEGORY	11,871	13,091	15,289	14,650	15,179
Property					
Furniture	2,482	0	0	0	0
Tools	0	0	0	150	170
Light meter				150	0
Measuring wheel				0	170
Computer Equipment<\$5,000	1,297	3,819	0	0	5,000
Upgrade desktop for Civil Engineering Associate				0	5,000
TOTAL CATEGORY	3,779	3,819	0	150	5,170
TOTAL	865,616	810,558	869,310	822,661	839,494



GENERAL FUND

Public Works

GENERAL SERVICES

	FY16 Actual	FY17 Actual	FY18 Budget	FY18 Estimate	FY19 Budget
Personnel Costs					
Unemployment Compensatic	597	6,179	10,000	1,000	10,000
TOTAL CATEGORY	597	6,179	10,000	1,000	10,000
SUPPLIES					
Office Supplies	0	0	1,000	1,000	1,000
Copy Paper				1,000	1,000
Postage	2,900	2,750	1,200	3,375	3,000
Postage				3,375	3,000
TOTAL CATEGORY	2,900	2,750	2,200	4,375	4,000
TOTAL	3,497	8,929	12,200	5,375	14,000



GENERAL FUND

Personnel Administration

MISSION FOR THE HUMAN RESOURCES DIVISION: It is the mission of the Human Resources Division to provide the following quality services to the employees of the City of Bullhead City:

- Recruitment of qualified individuals.
- Retention of valuable employees.
- Training, development and education to promote individual success and increase overall value to the organization.
- A safe and healthful working environment.
- Inspiration and encouragement for a high level of employee morale through recognition, effective communication and constant feedback.
- Resources for administering benefits, policies and procedures.

These services are achieved through a team-work philosophy that is inspired through effective organizational skills, proactive efforts and maintaining a balance between professionalism and the ability to have fun!

MISSION FOR THE WELLNESS PROGRAM: Assist employees in the overall improvement of their health and well-being by facilitating various interactive health and wellness programs. We educate our employees on healthy choices by providing information through various facets and also will provide health and well checks that facilitate early detection. We offer a personalized approach to healthy living designed to improve the employee's health status and quality of life.

MISSION FOR THE RISK MANAGEMENT DIVISION: Provide training and education and implement measures to prevent, and reduce liability exposure to the City of Bullhead City. Assure the City continues to provide a safe and healthful work environment for all employees.

DEPARTMENT DESCRIPTION

Human Resources Division provides guidance and innovative approaches to attract, develop, and sustain a diverse workforce committed to quality public service. The Human Resources communicates with employees on their rights, responsibilities, opportunities and benefits.

The Risk Management Division is responsible for managing and reducing the City of Bullhead City's liability exposure. The Division will reduce and control the City's exposure by eliminating risk, managing and preventing risk and transferring risk through insurance coverage.

FY 2017-2018 HIGHLIGHTS

- Provided orientation to new and promoted employees, volunteers and all seasonal recreation staff
- Facilitated training workshops for employees on retirement options
- Provided informational workshops for employees on the City's medical plan and other supplemental benefits
- Sponsored Annual Health, Wellness and Safety Expo
- Offered Wellness Programs for Employees and Dependents



GENERAL FUND

Personnel Administration

FY 2018-2019 OBJECTIVES

- Provide training to the Managers that will keep them up-to-date with employment law issues and be more effective in the workplace
- Apply rules and regulations in a consistent and unbiased manner
- Provide compensation and benefit plan for City employees that is fair and equitable for the employees and cost effective for the City
- Ensure compliance with all Federal, State, and City employment laws
- Maintain effective and efficient staffing levels to maximize service to the public
- Utilize innovative recruitment strategies to attract qualified candidates for employment
- Utilize innovative selection and pre-employment screening strategies to achieve the best possible person-job match for each open position
- Continue to provide required safety training to employees
- Sponsor Annual Health, Wellness and Safety Expo
- Offer Wellness Programs to employees and Dependents
- Offer quarterly events for employees to participate
- Continue to process and research claims against the City.

PERFORMANCE INDICATORS

MEASURE	FY17 Actual	FY18 Estimate	FY19 Budget
Safety Orientation for Full & Part-Time Employees		108	108
Benefit Orientation for New and Promoted Employees	92	48	48
Employees with Separation of Service	34	48	40
Interviews Conducted	250	348	350
New Hired, Re-Hired, and Promoted Employees and Volunteers	165	132	140
Applications Received	1150	1,155	1,155



GENERAL FUND

Personnel Administration

	FY16 Actual	FY17 Actual	FY18 Budget	FY18 Estimate	FY19 Budget
Expenditures by Classification					
Personnel Costs	\$ 283,630	\$ 311,873	\$ 305,785	\$ 298,276	\$ 314,637
Services and Other Charges	4,942,142	4,834,798	5,130,876	4,976,370	5,349,124
Supplies	6,922	8,473	7,065	3,950	5,550
Property	733	15,364	950	-	-
Subtotal	\$ 5,233,427	\$ 5,170,508	\$ 5,444,676	\$ 5,278,596	\$ 5,669,311
Cost Recovery	\$ (5,080,927)	\$ (5,015,913)	\$ (5,271,416)	\$ (5,114,370)	\$ (5,492,524)
General Fund	\$ 152,500	\$ 154,595	\$ 173,260	\$ 164,226	\$ 176,787

	FY16 Actual	FY17 Actual	FY18 Budget	FY18 Estimate	FY19 Budget
Expenditures by Activity					
Human Resources	\$ 5,232,577	\$ 5,165,937	\$ 5,439,846	\$ 5,274,996	\$ 5,665,061
Wellness Program	850	4,571	4,830	3,600	4,250
Total	\$ 5,233,427	\$ 5,170,508	\$ 5,444,676	\$ 5,278,596	\$ 5,669,311

	FY16 Actual	FY17 Actual	FY18 Budget	FY18 Estimate	FY19 Budget
Staffing					
HR/Risk Manager	1.0	1.0	1.0	1.0	1.0
Human Resources Specialist	1.0	1.0	1.0	1.0	1.0
Benefit Specialist	1.0	1.0	1.0	1.0	1.0
Office Specialist II	1.0	1.0	1.0	1.0	1.0
Total	4.0	4.0	4.0	4.0	4.0



GENERAL FUND

Personnel Administration

HUMAN RESOURCES

	FY16 Actual	FY17 Actual	FY18 Budget	FY18 Estimate	FY19 Budget
Personnel Costs					
Regular Full-Time	212,294	205,850	218,939	216,537	232,131
Overtime	72	532	0	527	0
Accrued Leave Paid	5,523	33,454	1,792	1,748	1,892
Health Insurance	42,240	45,326	61,621	56,404	55,815
Medicare	3,073	3,387	3,201	2,851	3,393
ICMA Retirement	19,702	21,705	19,814	19,802	21,008
Workers Compensation	725	411	418	407	398
Employee Allowance	0	1,209	0	0	0
TOTAL CATEGORY	283,630	311,873	305,785	298,276	314,637
Services and Other Charges					
Business Meals	158	837	750	1,000	1,000
Food for vendors and participants at HRA event and the Health, Wellness and				1,000	1,000
Medical Services	2,953,502	3,223,981	3,066,273	3,201,530	3,202,640
Post accident drug screens and breath alcohol tests				400	500
New and renewal CDL drug screens 40 @ \$45.00				1,800	1,800
Mandated (parks and ww) medical evaluation for respirator use.15@\$40.00				380	600
Mandated hearing test 88 @ \$25.00 and 5@\$125				1,600	2,825
Test to verify immunity for HEPB previous vaccinations				2,160	2,500
CDL physicals 40@\$170.00				5,950	6,800
Monthly fee plus CDL random drug and breath alcohol screens				3,870	4,000
Baseline physicals for police 4 @ \$340				1,360	1,360
Independent medical evaluations X 2 average range cost of \$1500.00 each				3,000	3,000
NAEBT-Med/Rx/Dental/Vision				3,134,810	3,119,255
NAEBT-High Deductible Plan Match				46,200	60,000
Pre-Employment Medical	13,608	14,231	13,560	9,300	12,900
Pre employment physicals x 44 @ \$200.00 each				4,200	7,800
Pre employment drug screens for conditional offers 150 @ \$34.00 each				5,100	5,100
Other Professional Services	20,318	0	660	660	660
DMV random reports 2 or less per month @ \$15.00 each				360	360
DMV random transit employees per calendar year 20 @ \$15.00 each				300	300
Benefit Plans Administration	500,175	514,201	749,275	559,643	852,092
NAEBT-Premiums/Claim Admin/Gen Expenses				505,000	796,092
NAEBT-Long term disability insurance				54,643	56,000
Background Screening	6,400	5,113	9,500	7,600	9,200
Pre employment backgrounds plus service fee				7,600	9,200
Contract Labor	0	0	6,000	5,800	6,000
Hearing officer for grievance process				5,800	6,000
Property and Risk Premium	0	638,050	671,000	672,030	686,110
Underground Fuel Storage Tank Policy				1,030	1,110
General liability and excess coverage				671,000	685,000
Property and Risk Insurance	640,678	7,460	6,794	6,794	6,998



GENERAL FUND

Personnel Administration

HUMAN RESOURCES

	FY16 Actual	FY17 Actual	FY18 Budget	FY18 Estimate	FY19 Budget
SERVICES AND OTHER CHARGES					
Workers Comp Premium	526,395	346,648	398,678	398,678	360,970
Premium based on gross wages and emod factor				398,678	360,970
Losses	270,612	78,758	200,000	101,515	200,000
RM-Deductible, Claims Settled In House And Damages				58,950	175,000
WC-Deductible For WC Medical Claims				42,565	25,000
Other Advertising	6,953	4,322	2,600	6,450	3,000
Advertising of open positions				6,450	3,000
Custom Printing	73	191	90	130	90
Envelopes				50	50
Business Cards 2 @ \$40.00 each				80	40
Per Diem	0	8	202	202	340
IPMA Meeting				0	120
Independent medical evaluation				100	100
Annual HR conference				102	120
Lodging	273	0	820	520	1,376
IPMA Meeting				0	649
Independent medical evaluation				220	220
Annual HR conference				300	507
Transportation	764	0	1,125	775	1,125
Annual HR conference				200	500
Independent medical evaluations				475	475
Local travel with City vehicle				100	150
Seminars and Conferences	514	0	1,565	200	2,270
Annual HR conference				200	1,620
IPMA Meeting				0	650
Books and Subscriptions	257	308	878	1,833	643
Wellness pamphlets				150	200
29 CFR 1910 OSHA Gnrl. Industry standards 1				120	120
Poster compliance fed and state (3 year contract 2018, 19, 20)				1,283	0
AM BEST online service for rating certificates				172	215
29 CFR 1926 construction reg. standards 1				108	108
Dues and Memberships	1,412	688	1,056	1,660	1,660
National safety council instructor renewal for 3				120	120
Scenario Learning - Safe Personnel SDS Management System				604	604
Arizona public risk management association				55	55
Public risk management association renewal				385	385
SHRM membership dues				199	199
International public management association				149	149
Notary renewal				148	148
Meeting Expenses	52	0	50	50	50
Water for interviews				50	50
TOTAL CATEGORY	4,942,143	4,834,798	5,130,876	4,976,370	5,349,124



GENERAL FUND

Personnel Administration

HUMAN RESOURCES

	FY16 Actual	FY17 Actual	FY18 Budget	FY18 Estimate	FY19 Budget
Supplies					
Training Supplies	0	223	0	0	300
AED training unit				0	300
Office Supplies	2,547	4,524	5,065	2,900	4,100
Health, Wellness and Safety Expo incentives and raffle items				500	600
Health, Wellness and Safety Expo Bags				1,000	1,300
Health, Wellness and Safety Expo Stuffers for Bags				600	700
Health, Wellness and Safety Expo decorations, invitations, badges				200	300
General office supplies				600	1,200
Specialty Supplies	2,949	1,944	2,000	1,050	1,150
Wellness signage				150	150
First aid supplies				900	1,000
Testing Supplies	1,426	1,783	0	0	0
TOTAL CATEGORY	6,922	8,473	7,065	3,950	5,550
Property					
Computer Equipment<\$5,000	0	4,871	0	0	0
Equipment<\$5,000	733	10,493	950	0	0
TOTAL CATEGORY	733	15,364	950	0	0
TOTAL	5,233,427	5,170,508	5,444,676	5,278,596	5,669,311



GENERAL FUND

Economic Development

ECONOMIC DEVELOPMENT

	FY16 Actual	FY17 Actual	FY18 Budget	FY18 Estimate	FY19 Budget
Expenditures by Classification					
Services and Other Charges	\$ 76,792	\$ 341,843	\$ 118,374	\$ 116,774	\$ 116,827
Supplies	-	444	1,900	1,900	2,650
Total	\$ 76,792	\$ 342,287	\$ 120,274	\$ 118,674	\$ 119,477
Expenditures by Activity					
Economic Development	\$ 76,792	\$ 342,287	\$ 120,274	\$ 118,674	\$ 119,477
Total	\$ 76,792	\$ 342,287	\$ 120,274	\$ 118,674	\$ 119,477



GENERAL FUND

Economic Development

ECONOMIC DEVELOPMENT

	FY16 Actual	FY17 Actual	FY18 Budget	FY18 Estimate	FY19 Budget
ECONOMIC DEVELOPMENT					
SERVICES AND OTHER CHARGES					
Chamber Tourism	60,000	60,000	61,250	61,250	61,250
Colorado River Historical Society Annual Tourism					
Chamber of Commerce Tourism Contract					
Cost of Living Calculator					
Economic Dev Authori	0	0	0	0	0
Economic Dev Incentiv	0	250,000	0	0	0
Other Professional Serv	13,783	1,488	35,000	35,000	20,000
Economic Development Initiatives					
Permitting and Misc. Fe	0	3,062	4,320	4,320	13,150
Mohave County Fair					
International Council of Shopping Centers Western Deal Making					
International Council of Shopping Centers RECON					
Equip. and Vehicle Ren	0	6,008	1,600	0	0
Custom Printing	1,152	19,794	10,000	10,000	10,000
Specialty Marketing					
Per Diem	328	0	854	854	1,122
International Council of Shopping Centers RECON					
International Council of Shopping Centers Western Deal Making					
Lodging	1,419	959	2,820	2,820	6,200
International Council of Shopping Centers RECON					
International Council of Shopping Centers Western Deal Making					
Transportation	10	335	520	520	1,640
International Council of Shopping Centers Western Deal Making					
International Council of Shopping Centers RECON					
Seminars and Conferenc	0	0	1,060	1,060	2,515
International Council of Shopping Centers RECON					
International Council of Shopping Centers Western Deal Making					
Dues and Memberships	100	100	450	450	450
International Council of Shopping Centers Annual Member Dues					
Arizona Association for Economic Development Annual Dues					
Meeting Expenses	0	98	500	500	500
Meetings Expenses				500	500
TOTAL	76,792	341,843	118,374	116,774	116,827
SUPPLIES					
Specialty Supplies	0	444	1,900	1,900	2,650
International Council of Shopping Centers RECON and Western				1,900	2,250
Mohave County Fair - misc. booth supplies				0	400
TOTAL	0	444	1,900	1,900	2,650
TOTAL	76,792	342,287	120,274	118,674	119,477



GENERAL FUND

Capital Outlay

CAPITAL OUTLAY

	FY16 Actual	FY17 Actual	FY18 Budget	FY18 Estimate	FY19 Budget
Expenditures by Classification					
Site Improvements	\$ 10,785	\$ 83,875	\$ 38,207	\$ 38,226	\$ 25,000
Machinery & Equipment	21,152	147,131	178,712	144,132	357,843
Vehicles	275,174	143,279	393,168	389,106	-
Computer Related Equipment	186,518	255,713	289,000	257,000	284,000
General Fund	\$ 493,629	\$ 629,998	\$ 899,087	\$ 828,464	\$ 666,843
Expenditures by Activity					
Public Safety	\$ 275,174	\$ 272,662	\$ 468,040	\$ 460,699	\$ 41,300
Public Works	-	-	25,000	26,430	-
General Government	201,518	265,838	301,000	266,000	296,000
Parks and Recreation	16,937	91,498	105,047	75,335	312,043
Executive	-	-	-	-	17,500
Total	\$ 493,629	\$ 629,998	\$ 899,087	\$ 828,464	\$ 666,843



GENERAL FUND

Capital Outlay

CAPITAL OUTLAY

	FY16 Actual	FY17 Actual	FY18 Budget	FY18 Estimate	FY19 Budget
Capital Outlay					
Site Improvements	10,785	83,875	38,207	38,226	25,000
Ken Fovargue Splash Pad automation					
Rotary Park Irrigation Substation enclosure					0
Asphalt repair and maintenance in parks					
Rotary Park trash dumpster enclosure					0
Annex block wall					
Rotary Park restroom improvements					
Machinery and Equipment	21,152	147,131	178,712	144,132	357,843
1 Pro Max (NAS Drive System)					0
Screening Plant Replacement					0
Sand filters for pool					0
Sod cutter					
Gators (4)					
Replace air conditioner split units					
Replacement fitness equipment					0
Bomb Suit/Personal Protective Equipment					
Direct Link Bridge Series Crisis Response System					
Forensic Fuming Chamber					0
Evidence Drying Cabinet					
Surveying equipment upgrade					
Vehicles	275,174	143,279	393,168	389,106	0
Animal Care and Welfare Van				21,000	0
SWAT Vehicle				153,000	0
PD Patrol vehicles (5)				215,106	0
Computer Related Equipmer	186,518	255,713	289,000	257,000	284,000
Replace network switches				90,000	60,000
Firewalls				34,000	32,000
New camera systems for Public Works				20,000	15,000
PD Storage Area Network				33,000	33,000
Replace PD Data links				80,000	80,000
Replace Nas Server				0	32,000
Police Department VMware server				0	32,000
TOTAL	493,629	629,998	899,087	828,464	666,843



SPECIAL REVENUE FUNDS

SPECIAL REVENUE FUNDS

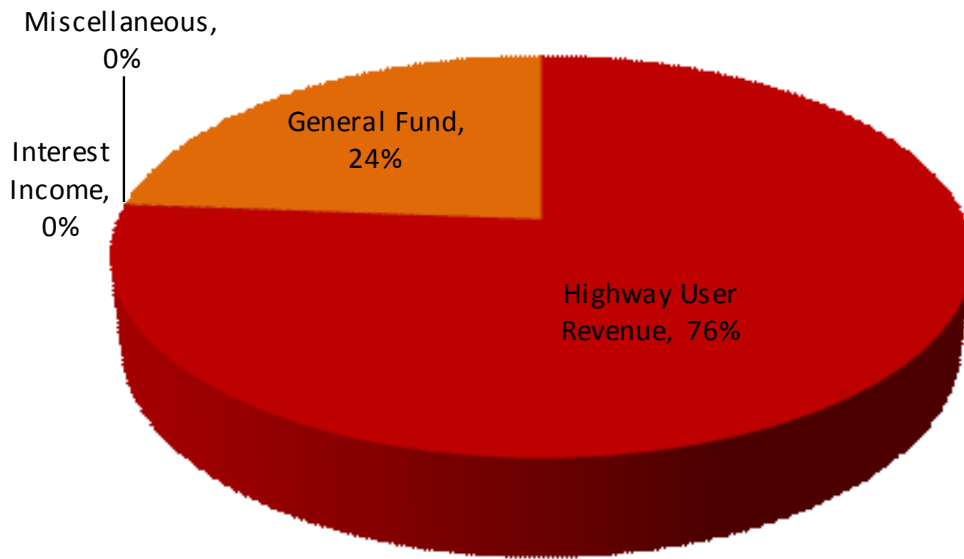
- Streets Fund
- Transit Fund
- Special Events
- Water Impost Fund
- Senior Nutrition Fund
- Pest Abatement
- Special Assessments Administration Fund
- RICO Fund
- Arts Fund
- Real Estate Owned Fund
- Court Enhancement Fund
- Court Judicial Collection Enhancement Fund
- Court Fill the Gap Fund
- Court FARE Fund
- CDBG/HOME Grants Fund
- Police Grants Fund
- Domestic Violence Assistance Fund
- Grants Fund



SPECIAL REVENUE FUNDS

STREETS FUND

The main source of revenue for this fund is from the state shared revenue Highway Users Revenue Fund (HURF). These revenues provide the funding for street construction and maintenance.





SPECIAL REVENUE FUNDS

STREETS FUND

The following table illustrates the activity of this fund for FY16 to FY19.

	FY16 Actual	FY17 Actual	FY18 Budget	FY18 Estimate	FY19 Budget
Beginning Fund Balance, 7/1	\$ 357,387	\$ 271,800	\$ 271,800	\$ 297,286	\$ 200,383
Revenues					
Highway User Revenue	\$ 3,543,482	\$ 3,642,075	\$ 3,642,075	\$ 3,780,230	\$ 3,709,341
Interest Income	50	300	700	1,200	900
Miscellaneous	14,270	3,000	860	2,500	1,000
General Fund	840,984	1,345,073	1,345,073	1,002,805	1,218,038
Total Revenues	\$ 4,398,786	\$ 4,990,448	\$ 4,988,708	\$ 4,786,735	\$ 4,929,279
Expenditures					
Highways and Streets	\$ (2,247,306)	\$ (2,475,109)	\$ (3,224,319)	\$ (3,482,403)	\$ (3,664,249)
Debt Service	(1,085,567)	(988,948)	(988,948)	(1,018,421)	(1,023,038)
Capital Outlay	(13,912)	(431,125)	(432,521)	(111,195)	(96,000)
Capital Projects	(1,137,588)	(1,225,000)	(75,000)	(300,000)	(346,375)
Total Expenditures	\$ (4,484,373)	\$ (5,120,182)	\$ (4,720,788)	\$ (4,912,019)	\$ (5,129,662)
Ending Fund Balance, 6/30	\$ 271,800	\$ 142,066	\$ 539,720	\$ 172,002	\$ -

Fund balance available as of July 1, 2018 is estimated at \$200,383. This amount along with the anticipated funding sources of \$4,929,279 is available to fund operating costs for street operations, capital outlay and projects that may be deemed necessary for this fund. The estimated expenditures for FY2019 total \$5,129,662. This leaves an estimated ending balance of \$0.

FUNDING SOURCES

ARIZONA HIGHWAYS USERS REVENUE: The FY2019 revenue estimate of \$3,709,341 is provided by the State. The distribution formula provides for 50.0% of the Arizona Highway Users Revenue to go to the Arizona Department of Transportation, 20.0% to the counties and 30.0% to the cities and towns. Revenue allocated from the 30.0% share to incorporated cities is distributed on the basis of (a) one-half based on the city's population relative to statewide population of incorporated cities and towns and (b) one-half, first, on the basis of county origin of sales of motor vehicle fuel, and secondly, on the basis of the city's population relative to county-wide population of incorporated cities.

INTEREST EARNINGS: This amount is interest earned on the cash balance in the fund. It is a difficult estimate to make due to the fluctuation of cash balances and interest rates.



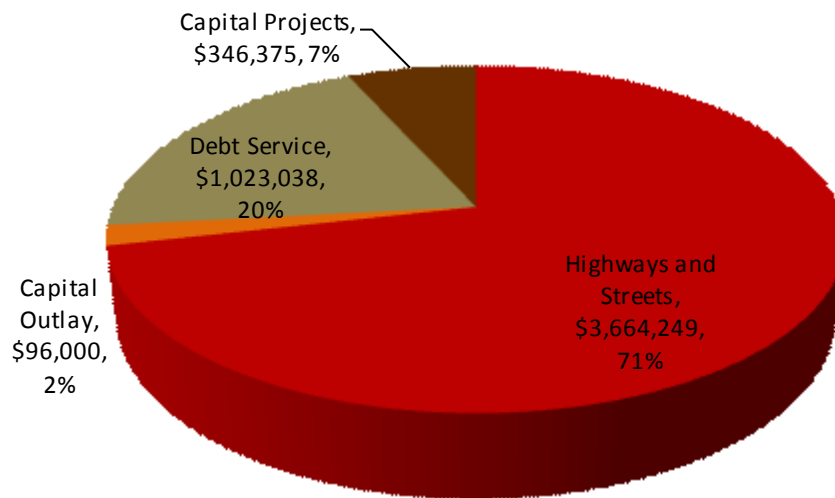
SPECIAL REVENUE FUNDS

STREETS FUND

MISCELLANEOUS REVENUES: These are unanticipated revenues that may arise during the fiscal year.

CONSOLIDATED FUND EXPENDITURE

	FY16 Actual	FY17 Actual	FY18 Budget	FY18 Estimate	FY19 Budget
Personnel	\$ 1,122,046	\$ 1,147,983	\$ 1,340,908	\$ 1,264,862	\$ 1,561,242
Services and Other Charges	479,039	466,460	496,530	467,849	523,850
Supplies	622,375	453,758	1,788,611	1,738,066	1,560,157
Property	14,251	9,876	19,000	11,626	19,000
Debt Service	67,545	-	-	-	-
Contingency	-	-	15,875	-	-
Capital Outlay	13,912	432,521	73,110	111,195	96,000
Subtotal	\$ 2,319,168	\$ 2,510,598	\$ 3,734,034	\$ 3,593,598	\$ 3,760,249
Transfers					
Debt Service	\$ 1,018,022	\$ 988,948	\$ 1,018,421	\$ 1,018,421	\$ 1,023,038
Capital Projects	1,137,588	1,225,000	300,000	300,000	346,375
Public Works	9,595	-	-	-	-
Total Expenditures	\$ 2,165,205	\$ 2,213,948	\$ 1,318,421	\$ 1,318,421	\$ 1,369,413
Grand Total	\$ 4,484,373	\$ 4,724,546	\$ 5,052,455	\$ 4,912,019	\$ 5,129,662





SPECIAL REVENUE FUNDS

STREETS FUND

MISSION: To maintain, construct and administer the City's roadways and drainage facilities in a safe, professional and efficient manner while managing the available resources to maximize customer service and productivity with the goal of providing safe, effective and efficient transportation corridors to the citizens of our community

DEPARTMENT DESCRIPTION

The Street Maintenance Division is responsible for the maintenance of our city streets, pedestrian facilities, storm sewers and open channel drainage facilities. This includes repairing street infrastructure, striping, patching, overlay service, sidewalks, curbs, handicap ramps, and shoulders as well as storm drainage infrastructure (washes, scuppers, pipes, retention/detention facilities, cleaning, maintenance and improvements). Alleyway and shoulder maintenance, street lights, street signage and traffic signals are also handled by this division.

FY 2017-2018 HIGHLIGHTS

- Continued in-house slurry and microsurfacing with great results
- Cracksealed more than 40 lane miles of streets
- Overlaid nearly 10 lane miles on Parkway

FY 2018-2019 OBJECTIVES

- Continue with in-house slurry and microsurfacing
- Increase productivity of preventative maintenance to all existing and accepted rights-of-way and unpaved roads for safe use
- Provide maintenance within City limits including concrete, drainage, gravel road and shoulder maintenance, street sweeping, graffiti, debris and weed removal, signs, traffic and street light maintenance, and herbicide application

PERFORMANCE INDICATORS

MEASURE	FY17 Actual	FY18 Estimate	FY19 Budget
Crack Seal Used (lane miles)	48	41	40
Curb Gutter and Sidewalk (linear feet)	6,728	8,000	12,000
Road Striping (linear feet)	130,833	150,000	150,000
Slurry Treatment Applied (Square Yards)	860,842	500,000	500,000
Microsurfacing Applied (Square Yards)	500,000	500,000	500,000



SPECIAL REVENUE FUNDS

STREET MAINTENANCE

	FY16 Actual	FY17 Actual	FY18 Budget	FY18 Estimate	FY19 Budget
Expenditures by Classification					
Personnel Costs	\$ 1,153,990	\$ 1,180,994	\$ 1,400,899	\$ 1,313,424	\$ 1,424,710
Services and Other Charges	570,894	559,019	594,766	565,978	633,700
Supplies	620,975	452,508	1,787,411	1,734,691	1,557,157
Property	14,251	9,876	19,000	11,626	19,000
Capital Outlay	70,324	432,521	73,110	111,195	96,000
Contingency	-	-	15,875	-	-
Subtotal	\$ 2,430,434	\$ 2,634,918	\$ 3,891,061	\$ 3,736,914	\$ 3,730,567
Cost Recovery	\$ (339,203)	\$ (277,486)	\$ (305,033)	\$ (289,425)	\$ (115,301)
Streets Fund	\$ 2,091,231	\$ 2,357,432	\$ 3,586,028	\$ 3,447,489	\$ 3,615,266

Expenditures by Activity

Street Maintenance	\$ 2,430,434	\$ 2,634,918	\$ 3,891,061	\$ 3,736,914	\$ 3,730,567
Total	\$ 2,430,434	\$ 2,634,918	\$ 3,891,061	\$ 3,736,914	\$ 3,730,567

Staffing

Field Operations Manager	1.0	1.0	1.0	1.0	1.0
Slurry Specialist	0.0	0.0	1.0	0.0	0.0
Slurry Technician	0.0	0.0	1.0	0.0	0.0
Maintenance Worker III	3.0	3.0	3.0	3.0	4.0
Maintenance Worker II	3.0	3.0	3.0	3.0	4.0
Maintenance Worker I	11.0	11.0	11.0	11.0	11.0
Office Assistant II	1.0	1.0	1.0	1.0	2.0
Total	19.0	19.0	21.0	19.0	22.0



SPECIAL REVENUE FUNDS

STREETS FUND

	FY16 Actual	FY17 Actual	FY18 Budget	FY18 Estimate	FY19 Budget
Personnel Costs					
Regular Full-Time	680,561	714,596	824,687	756,077	845,207
Other Wages	50,984	54,110	88,167	70,359	102,647
Stand By Wages	15,278	15,255	17,597	28,816	17,431
Overtime	51,621	38,837	29,500	55,153	26,500
Accrued Leave Paid	4,647	4,983	6,497	11,216	4,785
Health Insurance	198,528	216,059	271,450	237,107	266,888
Social Security	2,020	3,006	4,982	4,305	5,880
Medicare	10,886	11,406	13,900	12,984	14,337
ICMA Retirement	67,513	69,950	78,896	76,674	80,467
Unemployment Compensation	0	0	0	0	0
Workers Compensation	71,952	52,791	65,223	60,733	60,568
TOTAL CATEGORY	1,153,990	1,180,994	1,400,899	1,313,424	1,424,710
Services and Other Charges					
Legal Notices	0	0	0	0	0
Business Meals	0	1,409	0	0	0
Engineering Services	0	0	0	0	0
Other Professional Services	2,400	14,096	24,000	11,899	24,000
Annual traffic signal testing and certification				11,899	12,000
Traffic signal specialist for emergency situations				0	12,000
Permitting and Misc Fees	252	0	140	140	245
Commercial drivers license renewals x7				140	245
Contract Labor	0	0	0	0	0
Services-Contracts	0	0	0	0	0
Water	15,099	12,341	12,824	12,481	16,162
2031 Klondike Way Hydrant Acct 0168656				5,414	7,011
270 Lee Dr Hydrant Acct 0144850				3,696	4,786
Locust and Oak Cir Hydrant Acct 0162226				3,371	4,365
Electric	0	0	0	0	0
Streets-Electricity	163,359	158,348	156,546	156,241	163,377
Security Lights Acct 031				2,346	2,416
Street Light Ped F Across from Chamber Acct 075				4,500	4,635
Street Light 1069 Riverfront Dr Acct 281				457	470
Street Light 1095 Hwy 95 Acct 306				4,163	4,288
Street Light 1110 Chaparral Dr Acct 299				385	397
Street Light 1128 Hwy 95 Ped G Acct 076				3,684	3,794
Street Light 1197 Hwy 95 Acct 305				4,860	5,006
Street Light 1260 Mohave Dr Acct 328				550	567
Street Light 1392 Hancock Circle Acct 303				2,691	2,772
Street Light 1610 Hwy 95 Ped E Acct 074				3,655	3,765
Street Light 1685 Dianne Dr Acct 330				1,212	1,248
Street Light 2091 Hwy 95 Acct 304				2,672	2,752
Street Light 2136 Hwy 95 Ped B Acct 082				4,692	4,833
Street Light 2150 Sierra Santiago Acct 086				2,069	2,131
Street Light 2206 Hi Jolly Acct 087				1,633	1,682
Street Light 2262 Pinta Rosa Acct 084				1,236	1,273
Street Light 2268 Hi Jolly Dr Acct 085				1,281	1,319



SPECIAL REVENUE FUNDS

STREETS FUND

	FY16 Actual	FY17 Actual	FY18 Budget	FY18 Estimate	FY19 Budget
Services and Other Charges					
Street Light 2596 Landon Dr Acct 272				1.202	1.238
Street Light 3816 Risina Sun Rd Acct 188				3.708	3.820
Street Light 876 Marina Blvd Acct 189				602	620
Street Light 998 Hwy 95 Ped H Acct 077				4.345	4.476
Street Light Black Mtn/Miracle Mile Acct 047				891	917
Street Light Crnr Riverview Acct 166				880	907
Street Light Hancock Rd/Hancock Acct 056				12.853	13.238
Street Light Hwy 95/Air Park Acct 201				906	934
Street Light Hwy 95/Marina Blvd Ped A Acct 070				2.114	2.178
Street Light Hwy 95/Summit Wv Ped C Acct 072				3.912	4.029
Street Light La Puerta Rd Lights Acct 38493				565	582
Street Light Landon/Hwy 95 Acct 178				393	405
Street Light Ped 1640 Bullhead Pkwy Acct 271				2.100	2.163
Street Light Ped 2035 Lakeside Dr Acct 223				1.296	1.335
Street Light Ped 2557 Joshua Tree Ln Acct 269				1.251	1.289
Street Light Ped 2798 Desert Stars Acct 210				1.044	1.076
Street Light Ped J/Bridae Acct 079				2.032	2.093
Street Light Ped Mohave/Hwy 95 Acct 185				4.395	4.527
Street Light Ped NE Crnr Hwy 95/Pkwy Acct 187				4.574	4.711
Street Light Ped Rainbow/Hwy 95 Acct 186				4.092	4.215
Street Light Ped Riverview/Hwy 95 Acct 184				2.904	2.991
Street Light Pedestal D Acct 073				1.056	1.088
Street Light Pedestal I Acct 078				3.848	3.963
Street Light Riverbend Acct 171				257	265
Street Light Riviera Lts 213 Acct 181				14,569	15,006
Street Light Riviera Lts 69 Acct 182				5,328	5,488
Street Light Rnch Colo/Intrst Pl Acct 103				985	1,015
Street Light Rnch Colo/Intrst Pl Acct 104				854	879
Street Light Sunridae 100 Watts Acct 063				2,304	2,373
Street Light Sunridae 250 Watts Acct 066				755	777
Traffic Light 1615 Hwy 95 Acct 105				863	888
Traffic Light 1901 Hwy 95 Acct 273				1,200	1,236
Traffic Light 2425 Adobe Rd Acct 226				1,237	1,274
Traffic Light 3401 Hwy 95 Acct 274				671	691
Traffic Light Hancock/Clearwater Acct 059				547	564
Traffic Light Hancock/Lakeside Acct 061				635	654
Traffic Light Hancock/Trane Acct 060				611	629
Traffic Light Hwy 68/Mccormick Acct 133				865	891
Traffic Light Hwy 95/3rd Street Acct 050				790	814
Traffic Light Hwy 95/5th Street Acct 302				630	649
Traffic Light Hwy 95/BH Pkwy Acct 094				1,116	1,150
Traffic Light Hwy 95/BH Square Acct 037				1,051	1,083
Traffic Light Hwy 95/Bridae Acct 030				1,448	1,492
Traffic Light Hwy 95/Corwin Rd Acct 329				0	1,200
Traffic Light Hwy 95/Hancock Acct 038				794	818
Traffic Light Hwy 95/Lauahlin Ranch Blvd Acct 332				0	1,248
Traffic Light Hwy 95/Long Acct 264				893	920
Traffic Light Hwy 95/Marina Acct 036				1,051	1,083
Traffic Light Hwy 95/Meadows Acct 128				972	1,001
Traffic Light Hwy 95/Mohave Acct 145				959	987
Traffic Light Hwy 95/Plata Acct 021				1,068	1,100
Traffic Light Hwy 95/Ramar Acct 039				988	1,018
Traffic Light Hwy 95/Sams Club Acct 249				913	940
Traffic Light Hwy 95/Silver Creek Acct 026				3,549	3,655
Traffic Light Hwy 95/Walmart Acct 146				874	900



SPECIAL REVENUE FUNDS

STREETS FUND

	FY16 Actual	FY17 Actual	FY18 Budget	FY18 Estimate	FY19 Budget
Services and Other Charges					
Traffic Light Locust/Parkway Acct 143				475	489
Traffic Light Marina/Lakeside Acct 115				642	661
Traffic Light Pkwy/Landon Acct 282				1,142	1,176
Traffic Light Pkwy/Oatman Rd Acct 292				876	902
Traffic Light Silver Crk/Pkwy Acct 225				1,280	1,318
Telephone	6,001	4,344	4,386	4,386	4,386
763-5665				770	770
763-9400 - Basic System Charges				2,600	2,600
763-9400 - Telephone Service				1,016	1,016
Refuse	0	0	2,000	0	2,000
Landfill fees incurred by flood debris disposal				0	1,000
Landfill fees over usual roll-off fee				0	1,000
General Equipment Repairs	10,126	7,033	8,500	7,500	8,500
Repairs to radios, extra batteries				1,500	2,500
Small tool and equipment repair				6,000	6,000
Vehicle Repairs and Service	275,611	282,464	272,000	272,000	301,000
Community Worker Program				11,000	11,000
Flood Control fund fleet rental charges				88,740	98,600
HURF fleet rental charges				172,260	191,400
Software/Hardware Agreement	3,303	0	11,000	9,000	9,200
Pavement Management Software updates				0	2,000
Workorder/Asset Management Software subscription				9,000	7,200
Other Repairs and Maintenance	11,917	271	0	0	0
Equip. and Vehicle Rental	3,080	5,413	10,500	7,800	10,500
Equipment rental as needed				2,000	4,000
Rental equipment needed for flood cleanup				4,000	4,700
Tower site rental				1,800	1,800
Land and Building Lease	0	0	0	0	0
Property and Risk Insurance	73,704	60,672	76,528	76,528	78,823
Wifi Service	444	422	508	516	516
Street Maintenance network access				516	516
Cellular Service	3,504	3,957	4,007	2,928	2,928
Cellphones (3)				1,260	1,260
Community Worker Program (split with Parks Maintenance)				96	96
Radio service Community Worker van				204	204
Smartphones (2)				1,368	1,368
Custom Printing	42	0	100	65	70
Business cards				65	70
Per Diem	193	943	1,434	434	1,250
Concrete training				0	136
IMSA training x2				332	332
Materials pick up				102	102
Slurry training and workshops				0	680
Lodging	671	3,118	3,178	1,100	2,878
Concrete training				0	200
IMSA training				1,100	1,300
Slurry Systems workshop				0	1,378



SPECIAL REVENUE FUNDS

STREETS FUND

	FY16 Actual	FY17 Actual	FY18 Budget	FY18 Estimate	FY19 Budget
Services and Other Charges					
Transportation	244	1,458	600	350	500
Concrete Training				0	50
IMSA Training				200	200
Material pick up				150	150
Slurry System workshop				0	100
Seminars and Conferences	590	2,320	5,500	1,970	6,125
Concrete training				0	1,360
IMSA training				1,880	1,900
Plant, Insect and Landscape Professionals				90	90
Slurry System workshop				0	2,775
Books and Subscriptions	0	0	600	0	600
Training books as needed				0	600
Dues and Memberships	354	410	415	640	640
APWA membership dues				215	215
IMSA membership dues for 5 staff				425	425
TOTAL CATEGORY	570,894	559,019	594,766	565,978	633,700
Supplies					
Streets-Supplies	27,050	2,489	59,000	41,032	59,000
Glass beads, striping paint, pavement markers				25,000	40,000
Grates, drainage covers, meter boxes				2,000	4,000
Tack oil				9,000	10,000
Traffic cones, barricades				5,032	5,000
Streets-Patching	198,821	126,243	115,000	104,561	55,000
Cold patch				15,000	15,000
Crack sealant				89,561	40,000
Streets-Asphalt	153,245	31,558	143,736	143,736	104,000
Street asphalt				143,736	104,000
Streets-Curb and Sidewalks	31,065	51,262	60,000	57,300	60,000
Concrete				57,300	60,000
Streets-Signs	24,539	23,463	25,000	23,500	25,000
Sign blanks and material				23,500	25,000
Streets-Pavement Preservation	0	0	1,140,000	1,128,072	1,015,370
Bullhead Parkway microsurfacing				20,000	0
Neighborhood Street Improvement Program				1,108,072	1,015,370
Office Supplies	6,422	3,383	6,400	4,500	6,400
Drinking water				3,000	4,900
Pens, pads, folders, labels				1,500	1,500
Specialty Supplies	79,769	105,635	84,850	80,940	73,850
Extra large trash bags, cleaners, towels, soap				7,560	8,000
Flags for Highway, Hancock and Marina				3,200	2,500
Hardware, lumber, drill bits, paint				18,000	10,000
Ice for shop				3,100	3,000
Propane and welding supplies				3,000	3,000
Safety supplies				3,050	4,600
Safety supplies for Community Worker Program				500	750
Small tools under \$100				1,680	2,000
Steel for manufacturing items				5,130	5,000
Traffic signal and street light supplies				35,720	35,000



SPECIAL REVENUE FUNDS

STREETS FUND

	FY16 Actual	FY17 Actual	FY18 Budget	FY18 Estimate	FY19 Budget
Supplies					
Gasoline	31,879	32,134	42,183	42,183	43,818
13,500 gallons @ \$2.60/gal				33,750	35,100
16,350 gallons Fuel Facility Charge @ \$.08/gal				1,308	1,308
2,850 Gallons Community Worker Program @\$2.60/gal				7,125	7,410
Diesel	59,180	63,410	96,220	96,220	99,620
34,000 Gallons @\$2.85/gal				93,500	96,900
34,000 Gallons Fuel Facility Charge @\$.08/gal				2,720	2,720
Uniforms	6,550	7,489	10,022	7,647	10,099
Allowance for steel-toed boots incl. temps				2,800	3,750
Coveralls for slurry - 6 for 5 @ \$40 ea				200	200
New hire pants - 5 for 2 @ \$17 ea				155	170
New hire shirts - 5 for 2 @ \$15 ea				150	150
Pull on over boots for slurry - 6 for 5 @ \$50 ea				1,250	1,500
Replacement jackets @120 ea				0	1,200
Replacement pants - 3 for 19 @ \$17				969	969
Replacement shirts - 3 for 19 @ \$15 ea				855	855
Sun hats @ \$15 ea				308	345
Temp pants - 5 for 6 @ \$17 ea				510	510
Temp shirts - 5 for 6 @ \$15 ea				450	450
Chemical Products	2,455	5,443	5,000	5,000	5,000
Weed control for rights-of-way				5,000	5,000
TOTAL CATEGORY	620,975	452,508	1,787,411	1,734,691	1,557,157
Property					
Furniture	1,248	0	0	0	0
Appliances	0	0	0	0	0
Tools	7,775	8,794	13,000	11,626	13,000
Chainsaws				2,500	3,700
Cut-off saw				1,069	0
Plate compactor				1,857	0
Tools such as floats, hammers, shovels, screwdriver and wrench sets				3,700	4,000
Torches and drills				500	3,300
Trimmers and blowers				2,000	2,000
Computer Equipment <\$5,000	0	0	0	0	0
Equipment <\$5,000	5,228	1,082	6,000	0	6,000
Radios and accessories 6 each				0	6,000
TOTAL CATEGORY	14,251	9,876	19,000	11,626	19,000
Capital Outlay					
Site Improvements	0	0	0	0	0
Machinery and Equipment	70,324	432,521	73,110	111,195	96,000
Broom sweeper				65,002	0
Emulsion tanker				37,655	0
Pressure washer				8,538	0
Vertical Emulsion Storage Tank				0	96,000
Vehicles	0	0	0	0	0
TOTAL CATEGORY	70,324	432,521	73,110	111,195	96,000



SPECIAL REVENUE FUNDS

STREETS FUND

	FY16 Actual	FY17 Actual	FY18 Budget	FY18 Estimate	FY19 Budget
Capital Outlay					
Contingency					
Contingency	0	0	15,875	0	0
TOTAL CATEGORY	0	0	15,875	0	0
TOTAL DIVISION	2,430,434	2,634,918	3,891,061	3,736,914	3,730,567



SPECIAL REVENUE FUNDS

TRANSIT FUND

The Transit Fund accounts for the revenues and expenditures related to providing public transportation to Bullhead City residents.

The Bullhead Area Transit System (BATS) is the exclusive public transportation provider within the city limits (Bullhead City Code Chapter 13.12.020). The mission of the Transit System is to provide safe, efficient, and accessible transportation, enhancing the livability of the community, and serving as a vital component of the local economy. The program was established in December 2000 as a demand-response program. In 2003, the program transitioned to a fixed-route system with complementary paratransit service. The fixed routes provide hourly service on weekdays and service every two hours on Saturdays. Registered Dial-a-Ride passengers receive curb-to-curb service during regular service hours.

The Bullhead City Senior Center Transportation Program provides transportation services designed to encourage independence, enhanced quality of life, and social interaction for the elderly and disabled. Qualified volunteer drivers help passengers that generally require assistance with mobility. Primary destinations include dialysis, physician offices, hospital and other medical facilities, pharmacies, post office, shopping centers, and the senior nutrition center.



SPECIAL REVENUE FUNDS

TRANSIT FUND

	FY16 Actual	FY17 Actual	FY18 Budget	FY18 Estimate	FY19 Budget
Expenditures by Classification					
Personnel Costs	\$ 700,346	\$ 750,755	\$ 792,517	\$ 743,006	\$ 898,998
Services and Other Charges	229,896	288,266	305,363	303,314	310,257
Supplies	87,390	84,131	141,479	100,504	149,022
Property	34,822	2,012	-	-	1,300
Capital Outlay	374,345	24,098	29,000	29,000	30,000
Subtotal	\$ 1,426,799	\$ 1,149,262	\$ 1,268,359	\$ 1,175,824	\$ 1,389,577
Cost Recovery	\$ (2,367)	\$ (1,330)	\$ -	\$ -	\$ -
Transit Fund	\$ 1,424,432	\$ 1,147,932	\$ 1,268,359	\$ 1,175,824	\$ 1,389,577

	FY16 Actual	FY17 Actual	FY18 Budget	FY18 Estimate	FY19 Budget
Expenditures by Activity					
Senior Transportation	63,555	73,244	84,435	77,572	103,579
Transit	\$ 1,363,244	\$ 1,076,018	\$ 1,183,924	\$ 1,098,252	\$ 1,285,998
Total	\$ 1,426,799	\$ 1,149,262	\$ 1,268,359	\$ 1,175,824	\$ 1,389,577

	FY16 Actual	FY17 Actual	FY18 Budget	FY18 Estimate	FY19 Budget
Staffing					
Office Specialist I	1.0	1.0	1.0	1.0	1.0
Transit Driver/Dispatch	6.0	6.0	6.0	6.0	6.0
Transit Manager	0.0	1.0	1.0	1.0	1.0
Transit Operations Supervisor	1.0	1.0	1.0	1.0	1.0
Total	8.0	9.0	9.0	9.0	9.0



SPECIAL REVENUE FUNDS

TRANSIT FUND

MISSION: Provide safe, efficient and accessible transportation, enhancing the livability of the community, and serving as a vital component of the local economy. Provide transportation services designed to encourage independence, and enhance quality of life and social interaction for the elderly and disabled.

DEPARTMENT DESCRIPTION

The Bullhead Area Transit System (BATS) is the exclusive transportation provider within the City limits. The program was established in 2000 as a demand-response program. In 2003, the program transitioned to a fixed-route system with complementary paratransit service. The fixed routes provide hourly service on weekdays and more limited service on Saturdays. Medically Qualified passengers receive door-to-door service during the same service hours that fixed route service operates.

The Bullhead City Senior Center Transportation Program provides services designed to encourage independence, enhanced quality of life, and social interaction for the elderly and disabled. Qualified volunteer drivers help passengers that generally require assistance with mobility. Primary destinations include dialysis, physician offices, hospital and other medical facilities, pharmacies, post office, shopping centers, and the senior nutrition center.

FY 2017-2018 HIGHLIGHTS

- Selected as the 2018 Rural Transit Service of the Year by the Arizona Transportation Association and Arizona Department of Transportation
- Further optimized services by implementing year 4 recommendations of the Short Range Transit Plan
- Applied for a two year FTA Section 5311 grant to continue rural transit service
- Conducted the annual paratransit recertification process
- Administered Year 2 of the FTA Section 5311 grant of \$1.3 million to continue rural transit service
- Update the Title VI Civil Rights Plan
- Retained transit sponsorship with WARMC
- Continued participation with the WACOG Coordinated Council
- Completed the bus shelter refurbishment and installation project
- Purchased one (1) new ARBOC bus and one (1) new ADA accessible low floor paratransit van to maintain a reliable transit fleet.
- Implemented major route changes as detailed in the SRTP affecting all of the fixed routes.

FY 2018-2019 OBJECTIVES

- Administer Year 1 of the FTA Section 5311 grant to continue rural transit service
- Further optimize current services by implementing year 5 recommendations of the SRTP
- Recertify paratransit passengers whose certifications are expiring
- Train and recertify employees as needed
- Purchase one (1) new ARBOC bus to maintain a reliable transit fleet
- Seek additional local sponsorships to decrease the general fund contribution to the Transit program



SPECIAL REVENUE FUNDS

TRANSIT FUND

PERFORMANCE INDICATORS

MEASURE	FY17	FY18	FY19
	Actual	Estimate	Budget
Deadhead miles as a percentage of total miles	1.20%	0.60%	0.00%
Paratransit service hours (demand)	3,604	4,000	4,000
Passenger Trips (fixed)	169,567	170,000	172,000
Passenger Trips (demand)	8,929	9,000	9,200
Senior Passenger Trips (demand)	1,855	1,900	2,000
Passenger trips per mile (demand)	0.14	0.14	0.15
Passenger trips per mile (fixed)	0.79	0.78	0.80
Recertify dial-a-ride passenger eligibility (demand)	14	10	50
Senior vehicle service hours (demand)	1,274	1,400	1,400
Trips per service hour (demand)	2.21	2.02	2.07
Trips per service hour (fixed)	12.73	12.95	12.29
Vehicle deadhead miles (fixed)	2,675	1,338	0
Vehicle service hours (fixed)	13,317	13,130	14,000
Vehicle service miles (demand)	78,629	80,000	80,000
Vehicle service miles (fixed)	213,918	230,000	250,000



SPECIAL REVENUE FUNDS

TRANSIT FUND

SENIOR TRANSPORTATION

	FY16 Actual	FY17 Actual	FY18 Budget	FY18 Estimate	FY19 Budget
Personnel Costs					
Regular Full-Time	29,700	30,175	31,262	32,692	38,690
Other Wages	10,515	17,441	20,607	13,875	29,703
Overtime	135	36	0	153	0
Accrued Leave Paid	310	207	322	0	0
Health Insurance	4,862	6,335	7,631	8,086	8,408
Social Security	652	1,081	1,278	860	1,842
Medicare	405	681	757	669	992
ICMA Retirement	2,724	2,755	2,829	2,972	3,501
Deferred Compensation	881	680	570	720	585
Workers Compensation	1,083	1,031	1,599	740	1,571
TOTAL CATEGORY	51,267	60,424	66,855	60,767	85,293
Services and Other Charges					
Business Meals	97	0	100	100	100
Volunteer Appreciation Meals for Senior Transit				100	100
Vehicle Repairs and Service	3,895	4,753	7,000	7,000	7,500
Preventive Maintenance Services				1,500	1,500
Tires				1,000	1,000
Repair Services/Parts				4,500	5,000
Software/Hardware Agreement	2,750	2,750	2,725	2,725	2,725
Engraph Dispatch Software Annual Fees				1,225	1,225
Engraph Dispatch Software Maintenance Agreement				1,500	1,500
Property and Risk Insurance	2,460	2,266	2,546	2,546	2,622
Cellular Service	669	641	1,055	1,055	1,055
Senior Transit Cellphone (1)				396	396
Data Card for AVL Service (1)				415	415
Senior Transit Radio Service				244	244
Custom Printing	49	0	200	200	200
Printed Customer Info Materials				200	200
TOTAL CATEGORY	9,919	10,409	13,626	13,626	14,202
Supplies					
Awards	98	0	100	100	100
Volunteer Appreciation/Recognition				100	100
Gasoline	2,272	2,412	3,354	2,579	3,484
1,300 Gallons @ \$2.60/qal				2,475	3,380
1,300 Gallons Fuel Facility Charge @ \$.08/qal				104	104
Uniforms	0	0	500	500	500
Senior Transit Driver Uniforms and Accessories				500	500
TOTAL CATEGORY	2,369	2,412	3,954	3,179	4,084
TOTAL	63,555	73,244	84,435	77,572	103,579



SPECIAL REVENUE FUNDS

TRANSIT FUND

BULLHEAD AREA TRANSIT SYSTEM (BATS)

	FY16	FY17	FY18	FY18	FY19
	Actual	Actual	Budget	Estimate	Budget
Personnel Costs					
Regular Full-Time	321,282	348,660	379,235	329,565	422,676
Other Wages	156,039	153,947	141,050	164,004	184,584
Overtime	7,603	5,341	6,000	6,997	6,000
Accrued Leave Paid	2,223	1,061	1,848	0	0
Health Insurance	87,813	106,130	117,098	115,056	120,345
Social Security	10,469	10,421	8,745	10,168	11,444
Medicare	6,044	7,202	7,658	7,149	8,892
ICMA Retirement	29,775	32,141	34,864	30,459	38,795
Deferred Compensation	3,952	3,473	3,292	1,556	2,016
Unemployment Compensatic	634	5,931	6,500	0	0
Workers Compensation	23,245	16,025	19,372	17,285	18,954
TOTAL CATEGORY	649,079	690,331	725,662	682,239	813,705
Services and Other Charges					
Legal Notices	102	273	175	102	200
Legal Notices for Public Hearings				102	200
Auditing Services	1,400	1,400	1,400	1,400	1,400
Auditing Services				1,400	1,400
Other Professional Services	0	0	16,000	16,000	16,000
Transit Marketing and Additional Services				16,000	16,000
Laboratory Services	0	0	2,000	0	2,000
Substance Abuse Program Testing				0	2,000
Vehicle Repairs and Service	157,790	195,328	191,000	191,000	194,000
Preventive Maintenance Services				25,000	25,000
Vehicle Tires				20,000	20,000
Vehicle Washing and Cleaning				7,000	7,000
Repair Services and Parts				139,000	142,000
Software/Hardware Agreement	3,390	15,682	15,657	15,657	15,657
Engraph Dispatch Software Annual Fees				1,225	1,225
Syncromatics Annual Fees AVL/APC/AVAS/IVR/SMS				12,132	12,132
Engraph Dispatch Software Maintenance Fee				1,500	1,500
Google Transit Annual Fees				800	800
Other Repairs and Maintenance	65	13,200	0	0	0
Office Equipment Lease	712	388	800	800	800
Copier Lease				800	800
Property and Risk Insurance	40,728	37,637	42,294	42,294	43,563
Wifi Service	377	126	384	0	0
WIFI Internet Direct Expense Charges \$32/mo				0	0
Cellular Service	5,402	3,623	8,092	8,092	8,092
Cellphones (6)				2,382	2,382
Data Cards for AVL Services (10)				4,150	4,150
Transit Radio Service				1,560	1,560



SPECIAL REVENUE FUNDS

TRANSIT FUND

BULLHEAD AREA TRANSIT SYSTEM (BATS)

	FY16 Actual	FY17 Actual	FY18 Budget	FY18 Estimate	FY19 Budget
Services and Other Charges					
Other Advertising	819	1,899	3,000	3,000	3,000
Transit Advertising and Marketing				3,000	3,000
Custom Printing	3,944	3,846	4,000	4,000	4,000
Printing Transit Brochures, Coupons, Passes, Envelopes, Etc.				4,000	4,000
Per Diem	426	412	800	800	800
Reimbursable Travel Per Diem				800	800
Lodging	1,942	1,843	2,500	2,500	2,500
Reimbursable Travel Lodging				2,500	2,500
Transportation	1,218	533	1,000	1,000	1,000
RTAP Reimbursable Travel				1,000	1,000
Seminars and Conferences	1,532	1,531	2,500	2,500	2,500
Fully Reimbursable Arizona Transit Association Conf				300	300
Fully Reimbursable Additional Training Opportunities				300	300
Fully Reimbursable Southwest Transit Assoc Conf				500	500
Fully Reimbursable Community Transit Assoc of Amer Conf				800	800
Fully Reimbursable Passenger Safety and Security				600	600
Books and Subscriptions	131	134	135	543	543
Survey software				408	408
Local Newspaper Subscription				135	135
TOTAL CATEGORY	219,977	277,857	291,737	289,688	296,055
Supplies					
Training Supplies	362	796	525	525	1,000
RTAP Reimbursable Supplies for Transit Staff Trainings				525	1,000
Office Supplies	683	1,508	1,600	1,600	1,600
Administrative Office Supplies				1,600	1,600
Specialty Supplies	3,788	2,590	4,000	8,000	6,000
Supplies and Equipment, Cleaning Supplies, etc.				8,000	6,000
Gasoline	76,661	75,101	127,400	83,200	132,338
49,380 Gallons @\$2.60/gal				80,000	128,388
49,380 Gallons Fuel Facility Charge @\$.08/gal				3,200	3,950
Diesel	1,870	0	0	0	0
Uniforms	1,657	1,725	4,000	4,000	4,000
Driver Uniforms				4,000	4,000
TOTAL CATEGORY	85,020	81,720	137,525	97,325	144,938
Property					
Furniture	1,248	39	0	0	1,300
Transit Office Chairs and Table				0	1,300
Appliances	404	0	0	0	0
Computer Equipment<\$5,000	0	1,972	0	0	0
Equipment<\$5,000	33,171	0	0	0	0
TOTAL CATEGORY	34,822	2,012	0	0	1,300



SPECIAL REVENUE FUNDS

TRANSIT FUND

BULLHEAD AREA TRANSIT SYSTEM (BATS)

	FY16 Actual	FY17 Actual	FY18 Budget	FY18 Estimate	FY19 Budget
Capital Outlay					
Machinery and Equipment	86,800	0	0	0	0
Vehicles	287,545	24,098	17,000	17,000	0
New Replacement Bus- City portion				17,000	0
Furniture and Fixtures	0	0	12,000	12,000	30,000
Bus Shelter Concrete Pads and Installation				0	30,000
Tie-Down System Upgrade Fleet Wide				12,000	0
TOTAL CATEGORY	374,345	24,098	29,000	29,000	30,000
TOTAL	1,363,244	1,076,018	1,183,924	1,098,252	1,285,998



SPECIAL REVENUE FUNDS

SPECIAL EVENTS FUND

The Special Events Fund accounts for the revenues and expenditures related to providing special events to promote tourism and economic benefit. Line item details are located in the Culture-Recreation Section of the Budget.

	FY16 Actual	FY17 Actual	FY18 Budget	FY18 Estimate	FY19 Budget
Expenditures by Classification					
Personnel Costs	\$ 1,153,990	\$ 1,180,994	\$ 1,400,899	\$ 1,313,424	\$ 1,424,710
Services and Other Charges	570,894	559,019	594,766	565,978	633,700
Supplies	620,975	452,508	1,787,411	1,734,691	1,557,157
Property	14,251	9,876	19,000	11,626	19,000
Subtotal	\$ 2,360,110	\$ 2,202,397	\$ 3,802,076	\$ 3,625,719	\$ 3,634,567
Cost Recovery	\$ (268,879)	\$ 155,035	\$ (216,048)	\$ (178,230)	\$ (19,301)
Streets Fund	\$ 2,091,231	\$ 2,357,432	\$ 3,586,028	\$ 3,447,489	\$ 3,615,266

Expenditures by Program

Arts and Culture	-	-	-	66	-
BHC Fishing Derby	-	194	48,228	-	14,812
BHC Street Fest	-	-	19,992	-	19,554
Bluegrass Festival	33,355	36,294	57,693	29,603	-
BOTW Soccer Tourney	-	-	26,488	-	-
Fall Festival	-	-	-	-	9,503
Farmers Market	-	14,404	13,506	13,947	20,180
Park Rangers	854	944	-	108	-
Public Information	244	-	63,018	63,518	-
River Regatta	974,447	1,098,105	-	-	-
Senior Games	-	56,143	404,705	91,436	248,663
Splash Bash	-	-	-	600	10,564
Water Activities	-	-	6,926	814	-
Winter Festival	\$ 2,493	\$ 2,196	\$ 8,692	\$ 3,505	\$ 2,902
Total	\$ 1,011,393	\$ 1,208,280	\$ 649,248	\$ 203,597	\$ 326,178

Staffing

Office Specialist/Pool Manger	0.25	0.25	0.00	0.00	0.00
Revenue Manager	0.18	0.18	0.00	0.00	0.00
Sponsorship Coordinator	0.80	0.80	1.00	1.00	0.00
Total	1.23	1.23	1.00	1.00	0.00



SPECIAL REVENUE FUNDS

WATER IMPOST FUND

The Water Impost Fund accounts for the revenues and expenditures related to managing contracts to the Mohave Water Authority to insure water is allocated from the Colorado River for Bullhead City residents.

	FY16 Actual	FY17 Actual	FY18 Budget	FY18 Estimate	FY19 Budget
Expenditures by Classification					
Personnel Costs	\$ 356,941	\$ 346,642	\$ 368,817	\$ 398,435	\$ 338,271
Services and Other Charges	94,544	48,876	307,833	54,250	315,628
Supplies	111,831	184,934	300,000	150,000	300,000
Capital Outlay	-	-	100,000	-	100,000
Contingency	-	-	704,567	-	371,838
Total	\$ 563,316	\$ 580,452	\$ 1,781,217	\$ 602,685	\$ 1,425,736

Expenditures by Activity					
Water Impost	\$ 563,316	\$ 580,452	\$ 1,781,217	\$ 602,685	\$ 1,425,736
Total	\$ 563,316	\$ 580,452	\$ 1,781,217	\$ 602,685	\$ 1,425,736

Staffing					
City Council	0.35	0.35	0.35	0.35	0.35
City Manager	0.20	0.20	0.20	0.20	0.20
City Attorney	0.20	0.20	0.20	0.20	0.20
Public Works Director	0.20	0.20	0.20	0.20	0.20
Finance Director	0.05	0.05	0.05	0.05	0.05
Assistant Public Works Director	0.20	0.20	0.20	0.20	0.20
Assistant City Engineer	0.00	0.05	0.00	0.00	0.00
Sr. Administrative Analyst	0.10	0.10	0.00	0.00	0.00
Administrative Analyst	1.00	1.00	1.10	1.10	0.70
Office Administrator	0.20	0.20	0.20	0.20	0.20
Financial Technician	0.05	0.05	0.05	0.05	0.05
Senior Financial Specialist	0.05	0.05	0.05	0.05	0.05
Development Services Director	0.00	0.00	0.00	0.00	0.25
Building Official	0.25	0.25	0.25	0.25	0.00
Assistant Building Official	0.00	0.00	0.00	0.00	0.25
Code Enforcement Inspector	0.00	0.20	0.75	0.75	0.75
Office Assistant II	0.25	0.25	0.25	0.25	0.25
Engineering Inspector	0.00	0.20	0.00	0.00	0.00
GIS Designer	0.05	0.10	0.04	0.04	0.02
Utilities Engineering Associate	0.00	0.25	0.00	0.00	0.00



SPECIAL REVENUE FUNDS

WATER IMPOST FUND

	FY16 Actual	FY17 Actual	FY18 Budget	FY18 Estimate	FY19 Budget
Personnel Costs					
Regular Full-Time	268,027	252,205	267,969	264,949	248,384
Other Wages	4,517	5,010	5,049	4,664	4,502
Overtime	0	0	0	91	0
Accrued Leave Paid	1,769	3,473	5,775	35,766	4,894
Health Insurance	42,240	47,590	50,806	40,381	43,920
Social Security	238	269	313	279	279
Medicare	3,477	3,695	4,083	7,768	3,764
ICMA Retirement	24,714	23,492	24,508	27,515	22,642
Deferred Compensation	5,163	5,218	5,439	8,396	6,448
Workers Compensation	2,927	1,820	2,025	2,584	1,639
Employee Allowance	3,870	3,870	2,850	6,042	1,800
TOTAL CATEGORY	356,941	346,642	368,817	398,435	338,271
Services and Other Charges					
Permitting and Misc. Fees	0	2,000	0	0	0
Other Contracted Services	63,962	8,336	267,600	14,000	267,600
Bureau of Reclamation for Colorado River Water				5,000	5,000
Mohave County Water Authority savings for recovery fund				0	253,600
Lower Colorado River Multi-Species Conservation				9,000	9,000
Property and Risk Insurance	9,360	7,705	9,719	9,736	10,028
Custom Printing	321	321	0	0	0
Dues and Memberships	20,900	30,514	30,514	30,514	38,000
Mohave County Water Authority				30,514	38,000
TOTAL CATEGORY	94,544	48,876	307,833	54,250	315,628
Supplies					
Improvements Noncapital	111,831	184,822	300,000	150,000	300,000
City Water Conservation Initiatives				5,000	50,000
Water Conservation Program				145,000	250,000
Office Supplies	0	112	0	0	0
TOTAL CATEGORY	111,831	184,934	300,000	150,000	300,000
Capital Outlay					
Site Improvements	0	0	100,000	0	100,000
Effluent System Expansion				0	100,000
TOTAL CATEGORY	0	0	100,000	0	100,000
Contingency					
Contingency	0	0	704,567	0	371,838
Fund Reserve for Unforeseen Expenses				0	371,838
TOTAL CATEGORY	0	0	704,567	0	371,838
GRAND TOTAL	563,316	580,452	1,781,217	602,685	1,425,736



SPECIAL REVENUE FUNDS

SENIOR NUTRITION FUND

The Senior Nutrition Fund accounts for the revenues and expenditures related to managing services for providing meals to senior citizens.

MISSION: Nourish and enrich the lives of the elderly and disabled in the Bullhead City area. Promote good health, well-being, and independence for the elderly and disabled by providing nutritious meals to active and home bound individuals.

DEPARTMENT DESCRIPTION

The Senior Nutrition Program provides nutrition services that enable senior residents age 60 and older to maintain independent living. Hot nutritionally balanced noon meals are delivered to authorized homebound clients and served to qualified participants in the Senior Nutrition Center in a congregate setting. The program seeks to serve individuals who are in greatest economic or social need. Staff augments the program by providing group activities and nutrition education on a regular basis.

2017-2018 Highlights

- ✓ Provide socialization opportunities for clients
- ✓ Cooperated with WACOG in contract monitoring and was determined to be in compliance
- ✓ Provided a venue for a variety of senior services programs
- ✓ Bullhead City Meals on Wheels Site Council applied for and received funding from Southwest Gas Company and Legacy Foundation
- ✓ Maintained Senior Programs web page
- ✓ Successfully passed public health inspections
- ✓ Conducted several fund raisers to support the senior meals program

2018-19 Objectives

- ✓ Provide greater socialization and interaction opportunities for clients
- ✓ Conduct a survey of clients
- ✓ Continue to update Senior Programs web page
- ✓ Determine age friendly network community projects with assistance from WACOG and MAG
- ✓ Continue to seek fund raising opportunities to support the senior meals program

Provide staff recertification training in food handler and food protection management



SPECIAL REVENUE FUNDS

SENIOR NUTRITION FUND

PERFORMANCE INDICATORS

MEASURE	FY17 Actual	FY18 Estimate	FY19 Budget
Congregate meals served	4,632	5,040	5,050
Home delivered meals	31,111	25,788	31,000
Number of clients receiving home delivered meals	78	120	135
Number of volunteer hours	6,473	5,410	5,500
Number of volunteers working in the program	30	30	30
Value of in-kind donations WARMC	\$26,980	\$23,340	\$29,000
Value of volunteer hours	\$66,240	\$58,000	\$60,000



SPECIAL REVENUE FUNDS

SENIOR NUTRITION FUND

	FY16 Actual	FY17 Actual	FY18 Budget	FY18 Estimate	FY19 Budget
Expenditures by Classification					
Personnel Costs	\$ 98,505	\$ 117,042	\$ 116,127	\$ 116,957	\$ 121,781
Services and Other Charges	211,085	224,595	233,915	233,312	234,086
Supplies	4,010	2,757	4,500	4,500	4,654
Property	-	331	-	-	-
Total	\$ 313,600	\$ 344,725	\$ 354,542	\$ 354,769	\$ 360,520

Expenditures by Program					
Facilities Management	6,252	4,963	4,469	4,512	4,676
Billing/Collection	7,045	7,327	8,069	6,120	6,815
Senior Nutrition Center	\$ 300,303	\$ 332,435	\$ 342,004	\$ 344,137	\$ 349,030
Total	\$ 313,600	\$ 344,725	\$ 354,542	\$ 354,769	\$ 360,520

Staffing					
Human Services & Transit Director	0.03	0.05	0.04	0.04	0.04
Sr Nutrition Program Coordinator	1.00	1.00	1.00	1.00	1.00
Sr Nutrition Assistant	0.00	0.50	0.50	0.50	0.50
Financial Technician	0.12	0.12	0.12	0.12	0.12
Maintenance Worker I	0.10	0.10	0.10	0.10	0.10
Total	1.25	1.77	1.76	1.76	1.76



SPECIAL REVENUE FUNDS

SENIOR NUTRITION FUND

	FY16 Actual	FY17 Actual	FY18 Budget	FY18 Estimate	FY19 Budget
Personnel Costs					
Regular Full-Time	70,132	85,406	82,518	83,272	86,991
Other Wages	3,664	608	0	0	0
Overtime	6	41	500	390	500
Accrued Leave Paid	1,578	138	197	0	0
Health Insurance	13,200	20,011	22,582	22,744	23,454
Social Security	232	33	0	0	0
Medicare	973	1,222	1,207	1,193	1,269
ICMA Retirement	6,500	7,737	7,513	7,572	7,918
Deferred Compensation	548	519	253	466	325
Workers Compensation	1,672	1,328	1,357	1,320	1,325
TOTAL CATEGORY	98,505	117,042	116,127	116,957	121,781
Services and Other Charges					
Permitting and Misc. Fees	1,681	862	862	862	862
Mohave County Health Permit				769	769
Mohave County Catering Vehicle Annual Permit				93	93
Other Contracted Services	182,076	198,442	202,500	202,500	202,500
WARMC Home Delivered Meals				160,000	160,000
WARMC Congregate Meals				42,500	42,500
Water	2,351	2,467	2,500	2,490	3,009
89854 2275 Trane Road				1,790	2,309
Wastewater				700	700
Electric	3,801	3,619	4,750	4,750	4,750
Senior Nutrition Center Acct 296				4,750	4,750
Natural Gas	1,076	1,018	1,180	1,180	1,180
2275 Trane Road Acct 0063378				1,180	1,180
Telephone	2,127	2,043	2,215	2,000	2,000
758-1535				2,000	2,000
General Equipment Repairs	0	0	600	600	600
Equipment / Appliance Repairs				600	600
Vehicle Repairs and Service	8,000	8,000	8,000	8,000	8,000
Fleet Rental Rate				8,000	8,000
Other Repairs and Maintenance	0	0	200	200	200
Other Repairs Excluding Equipment				200	200
Office Equipment Lease	1,001	1,001	1,100	1,100	1,100
Copier Lease				1,100	1,100
Property and Risk Insurance	8,172	6,728	8,485	8,485	8,740
Wifi Service	377	220	378	0	0
Per Diem	0	0	120	120	120
Meals on Wheels Nat'l Conference WACOG AAA Aaina Conference				120	120
Lodging	124	0	550	550	550
Meals on Wheels Nat'l Conference WACOG AAA Aaina Conference				550	550
Transportation	0	0	100	100	100



SPECIAL REVENUE FUNDS

SENIOR NUTRITION FUND

	FY16 Actual	FY17 Actual	FY18 Budget	FY18 Estimate	FY19 Budget
Services and Other Charges					
Transportation for Travel / Training				100	100
Seminars and Conferences	125	20	200	200	200
Meals on Wheels Nat'l Conference WACOG Aaina Conference				200	200
Dues and Memberships	175	175	175	175	175
Meals on Wheels America				175	175
TOTAL CATEGORY	211,085	224,595	233,915	233,312	234,086
Supplies					
Office Supplies	204	69	500	500	500
General Office Supplies				500	500
Gasoline	3,806	2,688	4,000	4,000	4,154
1,550 Gallons @\$2.60/gal				3,875	4,030
1,550 Gallons Fuel Facility Charge @\$.08/gal				125	124
TOTAL CATEGORY	4,010	2,757	4,500	4,500	4,654
Property					
Appliances	0	331	0	0	0
TOTAL CATEGORY	0	331	0	0	0
TOTAL	313,600	344,725	354,542	354,769	360,520



SPECIAL REVENUE FUNDS

PEST ABATEMENT FUND

The Pest Abatement Fund accounts for the revenues and expenditures related to managing the Pest Abatement program partnering with the Bullhead City Pest Abatement District. Bullhead City will coordinate with Mohave County and Clark County to manage the Black Fly, Caddisfly, and Mosquito Programs.

MISSION: The Pest Abatement Program is designed to enrich the quality of life and promote healthy outdoor recreation and activities for Bullhead City residents and visitors by researching and controlling populations of nuisance aquatic insects that are a concern to public health and the local economy.

Department Description

The Pest Abatement Program is the result of the inter-governmental agreement between the Bullhead City Pest Abatement District and the City of Bullhead City. Mohave County and Clark County have also partnered. The goal of the program is to research and control nuisance pests in Bullhead City and surrounding areas. In particular, we are concerned with disease vectors as well as insects that can cause economic loss due to their nuisance behavior. The program is also in place to fulfill the District's role in the inter-local contract for aquatic pest abatement services between Clark County, NV Vector Control and the Bullhead City Pest Abatement District.

An IPM (Integrated Pest Management) approach is used for the control of insects. This strategy emphasizes the use of multiple techniques to control pests such as biological control, habitat manipulation, and changing cultural practices. The use of pesticides is kept at a minimum and, when possible, only biologically-based products that have minimum toxicity towards humans or beneficial insects are used.

2017-18 Highlights

- Pest Abatement Manager (PAM) renewed license to apply pesticides in Arizona
- Consulted with multiple fish experts to determine biological control options for caddisflies
- Consulted with multiple aquatic biologists and caddisfly experts to develop management strategies
- Conducted multiple experiments on caddisfly attraction to lights and potential pheromones
- Successfully prevented local mosquito development and applied barrier sprays/fogging for mosquitoes coming in from outside sources
- Consulted with Mohave County Public Health and the Fort Mohave Indian Tribe (FMIT) regarding mosquitoes in the Mohave Valley
- Developed a mosquito management plan for agricultural areas in Mohave Valley and areas surrounding the AVI Casino in Nevada with county Environmental Health Manager and FMIT
- Attended relevant conferences to continue education and present findings
- Participated in the monthly Arizona Arbovirus Workgroup meetings
- Built relationships with other aquatic biologists in the area
- Coordinated trout stocking with Arizona Game and Fish
- Collected historical water quality data
- Collected numerous caddisfly samples from the river
- Collected samples of fish stomach contents to aid in the biological control strategies
- Collected data from citizen scientists regarding caddisfly activity



SPECIAL REVENUE FUNDS

PEST ABATEMENT FUND

2018-19 Objectives

- Continue to monitor and treat for mosquitoes in the area, send potential disease vectors off for testing
- Continue to build relationships with state and county public health departments
- Team with Clark County Vector Control to update and continue the black fly program
- Continue working with County and Tribe officials with the goal of reducing mosquitoes that are produced in the agricultural areas
- Pest Abatement Manager will attend relevant conferences for continuing education and retention of licensing credentials
- Continue to study the caddisflies in the river with the goal of reducing the population
- Build relationships with USGS entomologists interested in collaborating in caddisfly research
- Reach out to Bat Conservation International and other local birding groups to boost caddisfly predators

PERFORMANCE INDICATORS

MEASURE	FY17 Actual	FY18 Estimate	FY19 Budget
Acres of public park treated for mosquitoes	82	82	82
Average number of mosquitoes per trap at city parks (peak season)	20	5	<5
Number of mosquito control applications	18	10	10
Average number of blackfly larvae per foot substrate	20	10	10
Number of black fly treatments	2	4	6
Miles of river treated for black flies	12	12	12



SPECIAL REVENUE FUNDS

PEST ABATEMENT FUND

	FY16 Actual	FY17 Actual	FY18 Budget	FY18 Estimate	FY19 Budget
Expenditures by Classification					
Personnel Costs	\$ 277	\$ 107,445	\$ 113,527	\$ 116,032	\$ 114,621
Services and Other Charges	-	8,754	9,235	8,850	8,502
Supplies	-	17,430	32,738	22,000	27,763
Property	-	3,276	4,500	4,500	2,500
Capital Outlay	-	6,260	-	-	-
Total	\$ 277	\$ 143,165	\$ 160,000	\$ 151,382	\$ 153,386

Expenditures by Program					
Human Services	277	8,016	4,587	7,121	-
Pest Abatement	\$ -	\$ 135,149	\$ 155,413	\$ 144,261	\$ 153,836
Total	\$ 277	\$ 143,165	\$ 160,000	\$ 151,382	\$ 153,836

Staffing					
Pest Abatement Manager	0.00	1.00	1.00	1.00	1.00
Total	0.00	1.00	1.00	1.00	1.00



SPECIAL REVENUE FUNDS

PEST ABATEMENT FUND

	FY16 Actual	FY17 Actual	FY18 Budget	FY18 Estimate	FY19 Budget
Personnel Costs					
Regular Full-Time	243	84,277	93,714	95,367	94,993
Health Insurance	0	9,039	7,707	8,106	7,506
Medicare	3	1,212	1,359	1,383	1,377
ICMA Retirement	20	7,629	8,481	8,631	8,597
Deferred Compensation	11	341	0	281	0
Workers Compensation	0	1,844	2,266	2,264	2,147
EMPLOYEE RELOCATION REIMB	0	3,101	0	0	0
TOTAL CATEGORY	277	107,445	113,527	116,032	114,621
Services and Other Charges					
Other Professional Services	0	950	0	350	0
Professional Services				350	0
Permitting and Misc. Fees	0	75	0	0	0
Laboratory Services	0	0	500	500	500
Water testing				500	500
Vehicle Repairs and Service	0	2,000	2,000	2,000	2,000
Fleet rental charges				2,000	2,000
Land and Building Rentals	0	1,400	2,400	2,400	2,400
Lab space rental				2,400	2,400
Cellular Service	0	1,057	1,385	850	852
Smartphone (1)				850	852
Custom Printing	0	38	200	0	0
Per Diem	0	309	309	309	309
Per Diem				309	309
Lodging	0	1,239	1,200	1,200	1,200
Lodging				1,200	1,200
Transportation	0	972	761	761	761
Transportation				761	761
Seminars and Conferences	0	715	480	480	480
Travel and training for pest abatement program				480	480
TOTAL CATEGORY	0	8,754	9,235	8,850	8,502
Supplies					
Office Supplies	0	26	200	200	200
Office supplies				200	200
Specialty Supplies	0	15,699	30,738	20,000	25,701
Supplies for pest abatement program				20,000	25,701
Computer Software	0	692	0	0	0
Gasoline	0	507	1,600	1,600	1,662
620 Gallons @\$2.60/gal				1,550	1,612
620 Gallons Fuel Facility Charge @\$0.08/gal				50	50
Uniforms	0	505	200	200	200
Uniforms				200	200
TOTAL CATEGORY	0	17,430	32,738	22,000	27,763



SPECIAL REVENUE FUNDS

PEST ABATEMENT FUND

	FY16 Actual	FY17 Actual	FY18 Budget	FY18 Estimate	FY19 Budget
Property					
Tools	0	833	2,500	2,500	500
Tools for pest abatement program				2,500	500
Computer Equipment <\$5,000	0	989	0	0	0
Equipment <\$5,000	0	1,455	2,000	2,000	2,000
Pest Abatement Equipment				2,000	2,000
TOTAL CATEGORY	0	3,276	4,500	4,500	2,500
Capital Outlay					
Machinery and Equipment	0	6,260	0	0	0
TOTAL CATEGORY	0	6,260	0	0	0
TOTAL	277	143,165	160,000	151,382	153,386



SPECIAL REVENUE FUNDS

SPECIAL ASSESSMENTS ADMINISTRATION FUND

The Special Assessments Administration Fund accounts for the revenues and expenditures related to managing installment billing for City improvement districts. These costs include billing, collections and delinquency collections.

	FY16 Actual	FY17 Actual	FY18 Budget	FY18 Estimate	FY19 Budget
Expenditures by Classification					
Personnel Costs	\$ 121	\$ -	\$ -	\$ -	\$ -
Services and Other Charges	29,404	53,101	42,906	22,666	24,306
Supplies	-	-	-	-	-
Property	-	-	-	-	-
Debt Service	-	-	-	-	-
Contingency	-	-	45,092	-	39,297
Total	\$ 29,525	\$ 53,101	\$ 87,998	\$ 22,666	\$ 63,603
Expenditures by Activity					
Financial Administration	29,525	53,101	83,198	22,266	63,603
General Government	-	-	4,800	-	-
Total	\$ 29,525	\$ 53,101	\$ 87,998	\$ 22,266	\$ 63,603



SPECIAL REVENUE FUNDS

RICO FUND

The Racketeer Influenced and Corrupt Organizations (RICO) Fund accounts for the revenues and expenditures related to law enforcement activities. RICO funds are generated from asset forfeiture proceedings. Once forfeited, the proceeds are deposited into the RICO Fund. The monies are expended in accordance with state and federal laws.

	FY16 Actual	FY17 Actual	FY18 Budget	FY18 Estimate	FY19 Budget
Expenditures by Classification					
Services and Other Charges	27,329	29,143	22,035	4,925	25,046
Supplies	27,104	-	8,853	5,247	-
Property	10,457	15	52,102	83,793	25,500
Capital Outlay	-	-	-	4,543	-
Contingency	-	-	36,280	-	22,335
Total	\$ 64,890	\$ 29,158	\$ 119,270	\$ 98,508	\$ 72,881
Expenditures by Activity					
Police Criminal Investigations	64,890	29,158	119,270	98,508	72,881
Total	\$ 64,890	\$ 29,158	\$ 119,270	\$ 98,508	\$ 72,881



SPECIAL REVENUE FUNDS

ARTS FUND

The Arts Fund accounts for the revenues and expenditures related to the acquisition, display, placement, maintenance and administration of visual and performing arts within the corporate limits of Bullhead City.

	FY16 Actual	FY17 Actual	FY18 Budget	FY18 Estimate	FY19 Budget
Expenditures by Classification					
Supplies	-	-	11,336	-	11,471
Total	\$ -	\$ -	\$ 11,336	\$ -	\$ 11,471
Expenditures by Program					
Arts & Culture	-	-	11,336	-	11,471
Total	\$ -	\$ -	\$ 11,336	\$ -	\$ 11,471



SPECIAL REVENUE FUNDS

REO FUND

The Real Estate Owned (REO) Fund accounts for the revenues and expenditures related to city real property. The real property was acquired by purchase, donation or street deed from delinquent special assessments.

	FY16 Actual	FY17 Actual	FY18 Budget	FY18 Estimate	FY19 Budget
Expenditures by Classification					
Services and Other Charges	7,391	-	5,000	-	5,000
Total	\$ 7,391	\$ -	\$ 5,000	\$ -	\$ 5,000
Expenditures by Program					
City Manager	4,372	-	5,000	-	5,000
Housing Rehabilitation	3,019	-	-	-	-
Total	\$ 7,391	\$ -	\$ 5,000	\$ -	\$ 5,000



SPECIAL REVENUE FUNDS

REO FUND

	FY16 Actual	FY17 Actual	FY18 Budget	FY18 Estimate	FY19 Budget
Services and Other Charges					
Other Professional Services	650	0	5,000	0	5,000
Water	760	0	0	0	0
Electric	1,108	0	0	0	0
Building Repairs	1,151	0	0	0	0
Other Advertising	3,722	0	0	0	0
TOTAL CATEGORY	<u>7,391</u>	<u>0</u>	<u>5,000</u>	<u>0</u>	<u>5,000</u>
TOTAL	<u>7,391</u>	<u>0</u>	<u>5,000</u>	<u>0</u>	<u>5,000</u>



SPECIAL REVENUE FUNDS

COURT ENHANCEMENT FUND

The Court Enhancement Fund accounts for the revenues and expenditures related to enhancing the technological, operational, and security capabilities of the court.

	FY16 Actual	FY17 Actual	FY18 Budget	FY18 Estimate	FY19 Budget
Expenditures by Classification					
Personnel Costs	\$ 37,537	\$ -	\$ -	\$ -	\$ -
Services and Other Charges	33,744	33,487	37,000	34,000	42,000
Property	-	690	-	-	7,500
Contingency	-	-	24,601	-	22,195
Total	\$ 71,281	\$ 34,177	\$ 61,601	\$ 34,000	\$ 71,695

Expenditures by Program					
Municipal Court	\$ 71,281	\$ 34,177	\$ 61,601	\$ 34,000	\$ 71,695
Total	\$ 71,281	\$ 34,177	\$ 61,601	\$ 34,000	\$ 71,695



SPECIAL REVENUE FUNDS

COURT ENHANCEMENT FUND

	FY16 Actual	FY17 Actual	FY18 Budget	FY18 Estimate	FY19 Budget
Personnel Costs					
Regular Full-Time	23,903	0	0	0	0
Overtime	627	0	0	0	0
Health Insurance	10,560	0	0	0	0
Medicare	174	0	0	0	0
ICMA Retirement	2,211	0	0	0	0
Workers Compensation	60	0	0	0	0
TOTAL CATEGORY	37,537	0	0	0	0
Services and Other Charges					
Other Professional Services	0	0	0	0	5,000
Architectoral consultation for court remodel				0	5,000
Contract Labor	33,744	33,487	37,000	34,000	37,000
Security Coverage for Lobby				34,000	37,000
TOTAL CATEGORY	33,744	33,487	37,000	34,000	42,000
Property					
Computer Equipment <\$5,000	0	690	0	0	0
Equipment <\$5,000	0	0	0	0	7,500
Proximity card access points and security cameras				0	7,500
TOTAL CATEGORY	0	690	0	0	7,500
Contingency					
Contingency	0	0	24,601	0	22,195
Remaining fund balance				0	22,195
TOTAL CATEGORY	0	0	24,601	0	22,195
TOTAL	71,281	34,177	61,601	34,000	71,695



SPECIAL REVENUE FUNDS

COURT JCEF FUND

The Court Judicial Collection Enhancement Fund (JCEF) accounts for the revenues and expenditures related to improving collection and management of monies assessed or received by the court, to improving court automation and to improving case processing or the administration of justice.

	FY16 Actual	FY17 Actual	FY18 Budget	FY18 Estimate	FY19 Budget
Expenditures by Classification					
Personnel Costs	\$ 394	\$ 638	\$ 1,750	\$ 832	\$ 1,050
Property	-	505	-	-	-
Contingency	-	-	57,938	-	71,059
Total	\$ 394	\$ 1,143	\$ 59,688	\$ 832	\$ 72,109
Expenditures by Program					
Municipal Court	\$ 394	\$ 1,143	\$ 59,688	\$ 832	\$ 72,109
Total	\$ 394	\$ 1,143	\$ 59,688	\$ 832	\$ 72,109



SPECIAL REVENUE FUNDS

COURT FILL THE GAP FUND

The Court Fill the Gap Fund accounts for the revenues and expenditures related to improving collection and management of monies assessed or received by the court, to improving court automation and to improving case processing or the administration of justice.

	FY16 Actual	FY17 Actual	FY18 Budget	FY18 Estimate	FY19 Budget
Expenditures by Classification					
Personnel Costs	\$ -	\$ -	\$ -	\$ -	\$ -
Property	-	-	-	-	-
Contingency	-	-	16,017	-	25,642
Total	\$ -	\$ -	\$ 16,017	\$ -	\$ 25,642
Expenditures by Program					
Municipal Court	\$ -	\$ -	\$ 16,017	\$ -	\$ 25,642
Total	\$ -	\$ -	\$ 16,017	\$ -	\$ 25,642



SPECIAL REVENUE FUNDS

COURT FARE FUND

The Court Fines/Fees and Restitution Enforcement (FARE) Fund accounts for the revenues and expenditures related to improving collection and management of monies assessed or received by the court, to improving court automation and to improving case processing or the administration of justice.

	FY16 Actual	FY17 Actual	FY18 Budget	FY18 Estimate	FY19 Budget
Expenditures by Classification					
Services and Other Charges	\$ 2,297	\$ 964	\$ 5,655	\$ 8,743	\$ 1,654
Supplies	\$ -	\$ -	\$ -	\$ -	\$ -
Property	-	-	-	-	-
Contingency	-	-	9,180	-	4,285
Total	\$ 2,297	\$ 964	\$ 14,835	\$ 8,743	\$ 5,939
Expenditures by Program					
Municipal Court	\$ 2,297	\$ 964	\$ 14,835	\$ 8,743	\$ 5,939
Total	\$ 2,297	\$ 964	\$ 14,835	\$ 8,743	\$ 5,939



SPECIAL REVENUE FUNDS

CDBG/HOME GRANT FUND

The CDBG/HOME Grant Fund accounts for the revenues and expenditures related to providing housing rehabilitation to Bullhead City residents.

MISSION: Benefit very low, low, and moderate income families in City of Bullhead City in upgrading their living conditions. Improve and preserve the quality and appearance of the housing stock and the overall environment in the community.

DEPARTMENT DESCRIPTION

The Housing Division works to secure a variety of funding to implement a comprehensive Owner Occupied Housing Rehabilitation (OOHR) program, which is designed to benefit qualified families in the City of Bullhead City. The goal of the program is to upgrade living conditions that are decent, safe, sanitary, and affordable by making home improvements that would preserve and improve the quality, appearance, and long-term life of the City of Bullhead City's existing housing stock.

2017-18 Highlights

- Administered HOME grant and assisted households with home repairs and weatherization
- Coordinated with Code Enforcement to remove health and environmental hazards and promote cleanliness and pride of ownership
- Provided housing counseling to clients to encourage responsible homeownership, energy conservation, and environmental cleanliness
- Applied for and was awarded HOME Grant for \$275,000 to continue OOHR in Bullhead City
- Manage CDBG project for community food bank warehouse and bring it to a successful close
- Obtained a partnership with Mohave Electric Cooperative securing funding to assist with the weatherization component of OOHR

2018-19 Objectives

- Rehabilitate substandard housing in Bullhead City
- Administer HOME grants to assist qualified households with repairs and weatherization
- Provide housing counseling to clients to encourage responsible homeownership, energy conservation, and environmental cleanliness
- Coordinate with Code Enforcement to remove health and environmental hazards and promote cleanliness and pride of ownership
- Apply for a HOME grant for OOHR State Housing Fund
- Seek to secure additional funding to support the OOHR program



SPECIAL REVENUE FUNDS

CDBG/HOME GRANT FUND

PERFORMANCE INDICATORS

MEASURE	FY17 Actual	FY18 Estimate	FY19 Budget
Eligibility interviews conducted	12	15	12
Housing counseling sessions conducted	9	10	12
Initial inspections conducted	10	12	11
Liens released after recapture period	1	1	4
Total number of liens held on beneficiary properties	65	68	73
OOHR Projects complete	8	10	11



SPECIAL REVENUE FUNDS

CDBG/HOME GRANT FUND

	FY16 Actual	FY17 Actual	FY18 Budget	FY18 Estimate	FY19 Budget
Expenditures by Classification					
Personnel Costs	\$ 80,854	\$ 93,809	\$ 91,345	\$ 66,706	\$ 85,862
Services and Other Charges	335,875	582,113	1,185,250	279,100	348,550
Supplies	346	290	864	783	800
Property	-	-	-	-	-
Capital Outlay	-	-	-	-	6,200
Total	\$ 417,075	\$ 676,212	\$ 1,277,459	\$ 346,589	\$ 441,412

Expenditures by Program					
CDBG	96,878	453,434	650,000	-	-
Home	282,387	186,700	570,514	302,359	380,485
HTF	\$ 37,810	\$ 36,078	\$ 56,945	\$ 44,230	\$ 60,927
Total	\$ 417,075	\$ 676,212	\$ 1,277,459	\$ 346,589	\$ 441,412

Staffing					
Human Services and Transit Director	0.19	0.35	0.35	0.23	0.30
Housing Inspector	1.00	0.90	0.90	0.90	0.90
Total	1.19	1.25	1.25	1.13	1.20



SPECIAL REVENUE FUNDS

CDBG/HOME GRANT FUND CDBG

	FY16 Actual	FY17 Actual	FY18 Budget	FY18 Estimate	FY19 Budget
Personnel Costs					
Regular Full-Time	17,234	21,153	0	0	0
Accrued Leave Paid	171	72	0	0	0
Health Insurance	5,973	2,845	0	0	0
Medicare	103	304	0	0	0
ICMA Retirement	1,581	1,923	0	0	0
Deferred Compensation	589	876	0	0	0
Workers Compensation	157	84	0	0	0
TOTAL CATEGORY	25,808	27,256	0	0	0
Services and Other Charges					
Legal Notices	285	259	500	0	0
Other Professional Services	0	65	0	0	0
Other Contracted Services	10,005	3,750	3,750	0	0
Vehicle Repairs and Service	1,000	0	0	0	0
Construction Services	59,656	421,961	644,080	0	0
Per Diem	0	0	200	0	0
Lodging	0	0	600	0	0
Transportation	0	0	170	0	0
Seminars and Conferences	0	0	500	0	0
TOTAL CATEGORY	70,947	426,035	649,800	0	0
Supplies					
Office Supplies	12	91	200	0	0
Postage	6	0	0	0	0
Gasoline	106	51	0	0	0
TOTAL CATEGORY	124	143	200	0	0
TOTAL	96,878	453,434	650,000	0	0



SPECIAL REVENUE FUNDS

CDBG/HOME GRANT FUND HOME

	FY16 Actual	FY17 Actual	FY18 Budget	FY18 Estimate	FY19 Budget
Personnel Costs					
Regular Full-Time	20,058	25,345	30,272	23,884	22,625
Health Insurance	2,431	4,917	4,637	2,452	10,991
Medicare	257	364	439	123	328
ICMA Retirement	1,806	2,300	2,740	775	2,048
Deferred Compensation	65	0	0	0	0
Workers Compensation	376	345	426	125	294
TOTAL CATEGORY	24,994	33,272	38,514	27,359	36,286
Services and Other Charges					
Construction Services	257,393	153,428	532,000	275,000	344,200
HOME Grant 300-17				215,000	134,200
Upcoming Housing Grant for OOHR				0	60,000
HOME Grant 301-18				60,000	150,000
TOTAL CATEGORY	257,393	153,428	532,000	275,000	344,200
TOTAL	282,387	186,700	570,514	302,359	380,486



SPECIAL REVENUE FUNDS

CDBG/HOME GRANT FUND HTF

	FY16 Actual	FY17 Actual	FY18 Budget	FY18 Estimate	FY19 Budget
Personnel Costs					
Regular Full-Time	22,067	26,226	40,871	31,234	36,177
Accrued Leave Paid	0	0	549	0	0
Health Insurance	5,071	3,495	5,427	3,880	8,124
Medicare	262	372	601	443	525
ICMA Retirement	2,010	2,355	3,699	2,827	3,274
Deferred Compensation	292	623	1,456	712	1,301
Workers Compensation	351	209	228	251	176
TOTAL CATEGORY	30,053	33,280	52,831	39,347	49,577
Services and Other Charges					
Property Recording Fees	0	0	200	300	200
HOME Grant 301-18				200	100
HOME Grant 300-17				100	100
Vehicle Repairs and Service	1,000	2,000	2,000	2,000	2,000
Fleet Charges				2,000	2,000
Construction Services	5,673	0	0	0	0
Marketing Events	239	0	250	700	1,000
Marketing OOHR Program and Further Fair Housing				700	1,000
Per Diem	30	56	50	50	100
Per Diem for Training, Conferences and Seminars				50	100
Lodging	324	449	450	450	450
Lodging for Training, Conferences and Seminars				450	450
Transportation	270	145	300	300	300
Transportation for Training, Conferences and Seminars				300	300
Seminars and Conferences	0	0	200	300	300
Registration for Training, Conferences and Seminars				300	300
TOTAL CATEGORY	7,536	2,650	3,450	4,100	4,350
Supplies					
Office Supplies	0	0	264	264	264
Office Supplies				264	264
Gasoline	222	147	400	519	536
200 gallons @ \$2.60/gallon				503	520
Fuel Facility Charge on 200 gallons @ \$0.08/gallon				16	16
TOTAL CATEGORY	222	147	664	783	800
Capital Outlay					
Machinery and Equipment	0	0	0	0	6,200
BPI Weatherization Equipment				0	6,200
TOTAL CATEGORY	0	0	0	0	6,200
TOTAL	37,810	36,078	56,945	44,230	60,927
GRAND TOTAL	417,075	676,212	1,277,459	346,589	441,412



SPECIAL REVENUE FUNDS

POLICE GRANTS FUND

The Police Grants Fund accounts for the revenues and expenditures related to managing grants related to public safety. Some of the grants applied for include the Governor's Office of Highway Safety, Department of Homeland security, Bureau of Justice Assistance and miscellaneous grants. Appropriations for miscellaneous grants are for grants that may become available during the fiscal year.

	FY16 Actual	FY17 Actual	FY18 Budget	FY18 Estimate	FY19 Budget
Expenditures by Classification					
Personnel Costs	\$ -	\$ -	\$ -	\$ -	\$ -
Services and Other Charges	-	-	3,000	1,000	3,000
Supplies	(3,094)	-	100,000	-	100,000
Property	11,073	14,817	20,949	24,440	53,752
Capital Outlay	-	-	67,420	39,945	-
Total	\$ 7,979	\$ 14,817	\$ 191,369	\$ 65,385	\$ 156,752

Expenditures by Program					
Bulletproof Vest	2,436	3,608	9,440	9,440	5,600
Governor's Office of Highway Safety	5,543	11,209	41,984	16,000	34,102
Homeland Security	-	-	39,945	39,945	17,050
Misc Police Grants	\$ -	\$ -	\$ 100,000	\$ -	\$ 100,000
Total	\$ 7,979	\$ 14,817	\$ 191,369	\$ 65,385	\$ 156,752



SPECIAL REVENUE FUNDS

VICTIMS ASSISTANCE GRANT FUND

The Victims Assistance Grant Fund accounts for the revenues and expenditures related to grants providing services and support to victims. These grants include AZ Criminal Justice Commission, Victims of Crime Act (VOCA) and Victim Rights Program.

	FY16 Actual	FY17 Actual	FY18 Budget	FY18 Estimate	FY19 Budget
Expenditures by Classification					
Personnel Costs	\$ 73,499	\$ 84,027	\$ 109,551	\$ 87,436	\$ 136,367
Services and Other Charges	-	4,977	6,558	3,325	3,500
Supplies	4,017	4,196	1,900	1,162	749
Total	\$ 77,516	\$ 93,200	\$ 118,009	\$ 91,923	\$ 140,616
Expenditures by Program					
ACJC	13,673	3,737	-	-	-
VOCA	44,141	69,257	97,809	72,704	121,397
VRP Atty	9,851	10,103	10,100	9,609	9,609
VRP Police	\$ 9,851	\$ 10,103	\$ 10,100	\$ 9,610	\$ 9,610
Total	\$ 77,516	\$ 93,200	\$ 118,009	\$ 91,923	\$ 140,616
Staffing					
Victim Services Coordinator	0.54	0.32	0.32	0.25	0.32
Legal Assistant II	0.50	0.50	0.50	0.75	0.75
Victim Advocates	1.00	1.50	1.50	1.50	1.50
Total	2.04	2.32	2.32	2.50	2.57



SPECIAL REVENUE FUNDS

VICTIMS ASSISTANCE GRANT FUND ARIZONA CRIMINAL JUSTICE COMMISSION

	FY16 Actual	FY17 Actual	FY18 Budget	FY18 Estimate	FY19 Budget
Personnel Costs					
Regular Full-Time	10,837	2,782	0	0	0
Health Insurance	1,680	651	0	0	0
Medicare	155	41	0	0	0
ICMA Retirement	972	258	0	0	0
Workers Compensation	29	5	0	0	0
TOTAL CATEGORY	13,673	3,737	0	0	0
TOTAL	13,673	3,737	0	0	0



SPECIAL REVENUE FUNDS

VICTIMS ASSISTANCE GRANT FUND VOCA

	FY16 Actual	FY17 Actual	FY18 Budget	FY18 Estimate	FY19 Budget
Personnel Costs					
Regular Full-Time	38,816	54,847	72,007	56,899	84,891
Accrued Leave Paid	0	0	0	327	0
Health Insurance	1,102	3,614	11,553	6,040	23,957
Medicare	565	803	1,044	830	1,231
ICMA Retirement	3,561	4,915	6,517	5,179	7,683
Workers Compensation	96	100	130	104	135
TOTAL CATEGORY	44,141	64,281	91,251	69,379	117,896
Services and Other Charges					
Per Diem	0	245	578	245	578
Arizona Victim Assistance Academy				130	0
National Organization Victim Assistance Academy (NOVA)				115	0
Victim Rights Training				0	578
Lodging	0	1,755	2,700	1,563	1,372
Arizona Victim Assistance Academy				760	0
National Organization Victim Assistance Academy (NOVA)				803	0
Victim Rights Training				0	1,372
Transportation	0	1,157	1,730	397	550
Victim Rights Training				0	550
National Organization Victim Assistance Academy (NOVA)				311	0
Arizona Victim Assistance Academy				86	0
Seminars and Conferences	0	1,820	1,550	1,120	1,000
Victim Rights Training				0	1,000
Arizona Victim Assistance Academy				600	0
National Organization Victim Assistance Academy (NOVA)				520	0
TOTAL CATEGORY	0	4,977	6,558	3,325	3,500
TOTAL	44,141	69,257	97,809	72,704	121,396



SPECIAL REVENUE FUNDS

VICTIMS ASSISTANCE GRANT FUND VRP-ATTY

	FY16 Actual	FY17 Actual	FY18 Budget	FY18 Estimate	FY19 Budget
Personnel Costs					
Regular Full-Time	5,891	5,929	6,528	6,279	6,618
Health Insurance	1,320	1,440	1,926	1,977	1,911
Medicare	85	86	95	89	96
ICMA Retirement	533	537	591	568	599
Workers Compensation	12	14	10	12	11
TOTAL CATEGORY	7,842	8,005	9,150	8,925	9,235
Supplies					
Postage	2,009	2,098	950	684	374
Postage				684	374
TOTAL CATEGORY	2,009	2,098	950	684	374
TOTAL	9,851	10,103	10,100	9,609	9,609



SPECIAL REVENUE FUNDS

VICTIMS ASSISTANCE GRANT FUND VRP-POLICE

	FY16 Actual	FY17 Actual	FY18 Budget	FY18 Estimate	FY19 Budget
Personnel Costs					
Regular Full-Time	5,891	5,929	6,528	6,426	6,618
Health Insurance	1,320	1,440	1,926	2,021	1,911
Medicare	85	86	95	91	96
ICMA Retirement	533	537	591	582	599
Workers Compensation	15	13	10	12	11
TOTAL CATEGORY	7,843	8,005	9,150	9,132	9,235
Supplies					
Postage	2,008	2,098	950	478	375
Postage				478	375
TOTAL CATEGORY	2,008	2,098	950	478	375
TOTAL	9,851	10,103	10,100	9,610	9,610
GRAND TOTAL	77,516	93,200	118,009	91,923	140,616



SPECIAL REVENUE FUNDS

GRANTS FUND

The Grants Fund accounts for the revenues and expenditures related to managing grants that are not related to public safety or domestic violence assistance. Appropriations for this grant fund are for grants that may become available during the fiscal year.

	FY16 Actual	FY17 Actual	FY18 Budget	FY18 Estimate	FY19 Budget
Expenditures by Classification					
Services and Other Charges	-	-	-	-	-
Property	1,265	-	5,000	-	5,000
Capital Outlay	-	-	95,000	-	95,000
Total	\$ 1,265	\$ -	\$ 100,000	\$ -	\$ 100,000
Expenditures by Program					
Culture and Recreation			5,000		5,000
General Government	1,265	-	95,000	-	95,000
Total	\$ 1,265	\$ -	\$ 100,000	\$ -	\$ 100,000



DEBT SERVICE FUNDS

DEBT SERVICE FUNDS

Sewer Improvement District #3
Facility Improvements
Street Improvements
Sewer Improvement District #2
BHC/Laughlin Bridge
Bullhead Parkway Improvement District
Municipal Property Corporation
Sewer Improvement District #1
Laughlin Ranch Boulevard Improvement District



DEBT SERVICE FUNDS

DEBT SERVICE FUNDS

DESCRIPTION

The Debt Service Funds account for revenues and expenditures related to Municipal Property Corporation (MPC) issued bonds and improvement district bonds or Water Infrastructure Financing Authority (WIFA) loan issues.

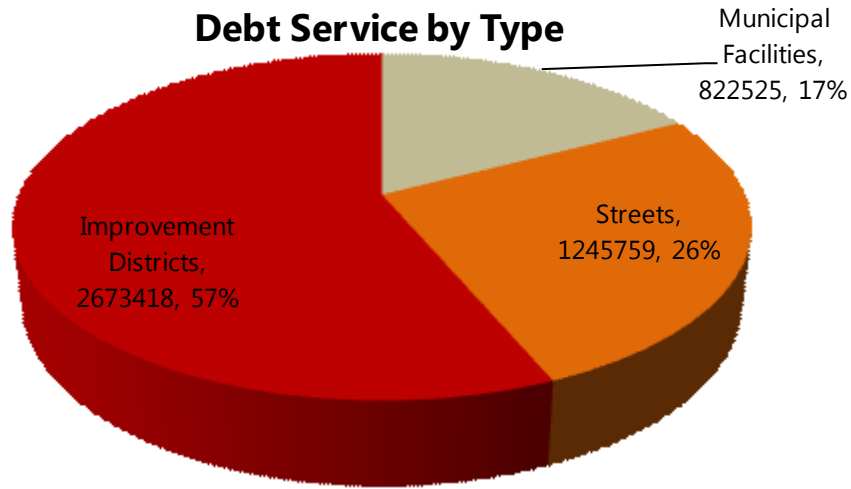
The MPC bonds were issued for street improvements and city hall building and police building expansions. There was refinancing done in 2013 and 2015 to take advantage of lower interest rates. The WIFA loans were issued for sewer improvements to be repaid by property owners.

	FY16 Actual	FY17 Actual	FY18 Budget	FY18 Estimate	FY19 Budget
Consolidated Expenditures					
Principal payment	\$ 4,585,377	\$ 3,632,334	\$ 3,979,360	\$ 3,838,932	\$ 4,010,602
Interest payment	676,428	583,758	633,735	603,992	662,723
Debt issuance cost	54,000	(1,034)	-	-	-
Fiscal Agent Fees	900	3,400	-	-	-
Services and Other Charges	105,332	91,082	79,730	79,730	68,377
Contingency	32	-	-	-	-
Total	\$ 5,422,069	\$ 4,309,540	\$ 4,692,825	\$ 4,522,654	\$ 4,741,702
Activity by Fund					
SID #3	\$ 2,043,818	\$ 1,996,713	\$ 1,949,605	\$ 1,949,605	\$ 1,902,498
SID #1	999,214	-	-	-	-
SID #2	710,772	692,269	673,766	673,766	655,263
Street Improvements	986,599	990,818	1,018,421	1,018,421	1,023,038
Facility Improvements	681,634	630,151	819,499	819,499	822,525
BHC/Laughlin Bridge 2	-	-	132,901	-	222,721
Laughlin Ranch Blvd District	-	-	98,633	61,363	115,657
BHC Parkway Improvement District	32	-	-	-	-
Municipal Property Corporation	-	(411)	-	-	-
Total	\$ 5,422,069	\$ 4,309,540	\$ 4,692,825	\$ 4,522,654	\$ 4,741,702



DEBT SERVICE FUNDS

DEBT SERVICE FUNDS



LEGAL DEBT MARGINS

Under the provisions of the Arizona Constitution, outstanding general obligation bonded debt for combined water, sewer, lighting, parks, open space and recreational purposes may not exceed 20% of a city's net secondary assessed valuation. Outstanding general obligation bonded debt for other general municipal purposes may not exceed 6% of a city's net secondary assessed valuation. As of June 30, 2018, the City has not issued any general obligation bonds. The 6% limit is \$17,337,290 and the 20% limit is \$57,790,966.



DEBT SERVICE FUNDS

DEBT SERVICE FUNDS

	FY16 Actual	FY17 Actual	FY18 Budget	FY18 Estimate	FY19 Budget
Facility Improvements					
Debt Service					
Principal Payment	559,137	564,023	733,937	733,937	754,429
Series 2013 ends FY 2021				586,937	604,429
Series 2015 Police Radio System ends FY 2025				147,000	150,000
Interest Payment	68,219	65,222	85,562	85,562	68,096
Series 2015				60,634	46,078
Series 2015 Police Radio System ends FY 2025				24,928	22,018
Fiscal Agent Fees	279	1,529	0	0	0
Debt Issuance Fees	54,000	-623	0	0	0
TOTAL CATEGORY	681,634	630,151	819,499	819,499	822,525
TOTAL	681,634	630,151	819,499	819,499	822,525

Municipal Property Corporation

Debt Service					
Debt Issuance Fees	0	-411	0	0	0
TOTAL CATEGORY	0	-411	0	0	0
TOTAL	0	-411	0	0	0

BHC/Laughlin Bridge

Debt Service					
Principal Payment	0	0	73,795	0	123,669
2,476,299 Loan @ 4% per annum 15 years				0	123,669
Interest Payment	0	0	59,106	0	99,052
2,476,299 Loan @ 4% per annum 15 years				0	99,052
TOTAL CATEGORY	0	0	132,901	0	222,721
TOTAL	0	0	132,901	0	222,721

BHC Parkway Improvement District

Contingency					
Contingency	32	0	0	0	0
TOTAL CATEGORY	32	0	0	0	0
TOTAL	32	0	0	0	0



DEBT SERVICE FUNDS

DEBT SERVICE FUNDS

	FY16 Actual	FY17 Actual	FY18 Budget	FY18 Estimate	FY19 Budget
LRB Special District					
Debt Service					
Principal Payment	0	0	66,633	0	0
\$3,230,000 Bonds mature 01/01/2042				0	0
Interest Payment	0	0	32,000	61,363	115,657
\$3,230,000 Bonds mature 01/01/2042				61,363	115,657
TOTAL CATEGORY	0	0	98,633	61,363	115,657
TOTAL	0	0	98,633	61,363	115,657

Street Improvements

	FY16 Actual	FY17 Actual	FY18 Budget	FY18 Estimate	FY19 Budget
Debt Service					
Principal Payment	878,699	886,378	923,063	923,063	950,572
Series 2013 ends FY 2021				923,063	950,572
Interest Payment	107,280	102,569	95,358	95,358	72,466
Series 2013 ends FY 2021				95,358	72,466
Fiscal Agent Fees	621	1,871	0	0	0
TOTAL CATEGORY	986,599	990,818	1,018,421	1,018,421	1,023,038
TOTAL	986,599	990,818	1,018,421	1,018,421	1,023,038

SID #1

	FY16 Actual	FY17 Actual	FY18 Budget	FY18 Estimate	FY19 Budget
Services and Other Charges					
Administrative Fees	2,897	0	0	0	0
TOTAL CATEGORY	2,897	0	0	0	0
Debt Service					
Principal Payment	965,610	0	0	0	0
Interest Payment	30,706	0	0	0	0
TOTAL CATEGORY	996,317	0	0	0	0
TOTAL	999,214	0	0	0	0

SID #2

	FY16 Actual	FY17 Actual	FY18 Budget	FY18 Estimate	FY19 Budget
Services and Other Charges					
Administrative Fees	12,322	10,583	8,844	8,844	7,105
Based on Loan Repayment Schedule				8,844	7,105
TOTAL CATEGORY	12,322	10,583	8,844	8,844	7,105
Debt Service					
Principal Payment	579,668	579,668	579,668	579,668	579,668
Based on Loan Repayment Schedule				579,668	579,668
Interest Payment	118,783	102,019	85,254	85,254	68,490
Based on Loan Repayment Schedule				85,254	68,490
TOTAL CATEGORY	698,451	681,687	664,922	664,922	648,158
TOTAL	710,772	692,269	673,766	673,766	655,263



DEBT SERVICE FUNDS

DEBT SERVICE FUNDS

	FY16 Actual	FY17 Actual	FY18 Budget	FY18 Estimate	FY19 Budget
SID #3					
Services and Other Charges					
Administrative Fees	90,113	80,499	70,886	70,886	61,272
Based on Loan Repayment Schedule				70,886	61,272
TOTAL CATEGORY	90,113	80,499	70,886	70,886	61,272
Debt Service					
Principal Payment	1,602,264	1,602,264	1,602,264	1,602,264	1,602,264
Based on Loan Repayment Schedule				1,602,264	1,602,264
Interest Payment	351,441	313,948	276,455	276,455	238,962
Based on Loan Repayment Schedule				276,455	238,962
TOTAL CATEGORY	1,953,705	1,916,212	1,878,719	1,878,719	1,841,226
TOTAL	2,043,818	1,996,711	1,949,605	1,949,605	1,902,498
GRAND TOTAL	5,422,069	4,309,540	4,692,825	4,522,654	4,741,702



ENTERPRISE FUNDS

ENTERPRISE FUNDS

Wastewater
Water Resources

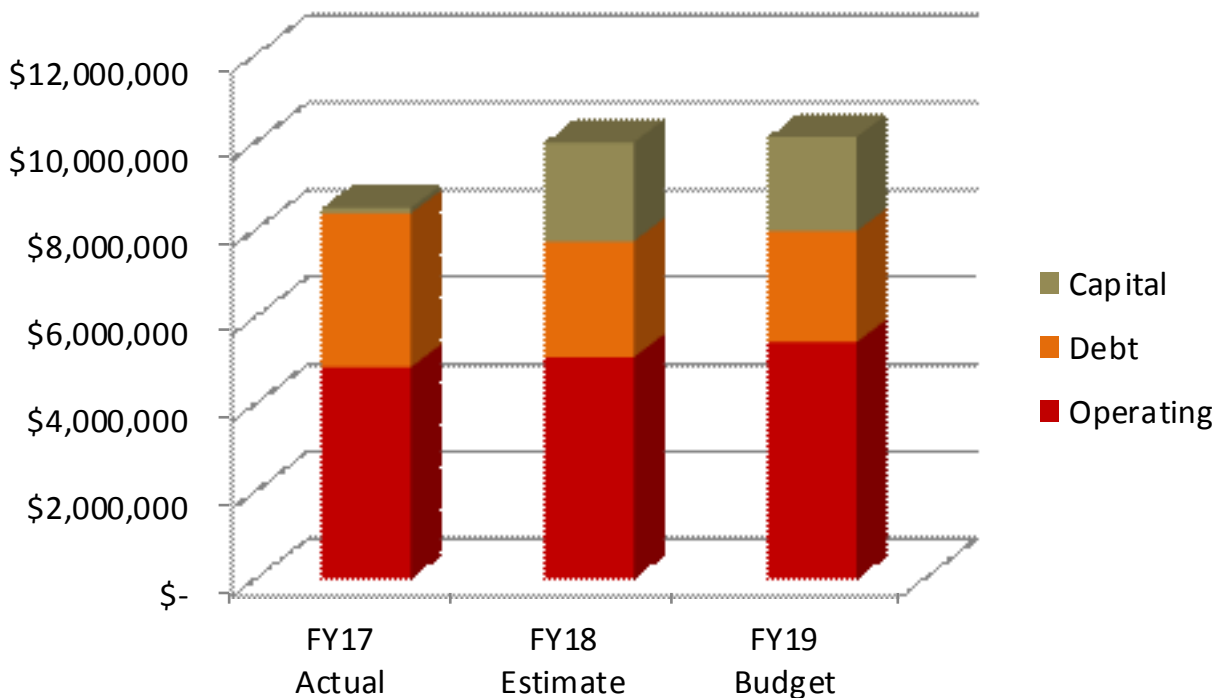


ENTERPRISE FUNDS

WASTEWATER FUND

The purpose of the Wastewater Fund is to account for the provision of wastewater services to the residents of Bullhead City. Wastewater Sanitation is responsible for the operation and maintenance of the City wastewater system. The system requires cleaning of approximately 262 miles of main line, 5,361 manholes and 15 lift stations. System maintenance includes main line repairs, manhole rehabilitation, and pump replacement/repairs.

Wastewater collected by the City wastewater system flows to the Wastewater Treatment Plants, where it undergoes a multi-faceted biological process to separate out the solids and treat the water for reuse and recharge. The Wastewater Fund accounts for the operation and maintenance of two wastewater treatment plants: Section 10 – 2.4 million gallons per day and Section 18 – 500 thousand gallons per day. All plants are operated in accordance with Environmental Protection Agency and Arizona Department of Environmental Quality standards. A portion of the treated water, called effluent, is sold for use in watering a local golf course to reduce potable water demand. The solids are transported to a landfill for disposal. The Fund is also used to account for capital projects relating to the City's sewer system. The projects in this fund are part of the City's Capital Improvement Plan and are detailed in the plan.





ENTERPRISE FUNDS

WASTEWATER FUND

CASH FLOW

	FY17 Actual	FY18 Estimate	FY19 Budget
Beginning Cash Balance, 7/1	\$ 2,764,642	\$ 8,779,714	\$ 1,464,055
Restricted Cash	3,105,788	2,999,306	2,203,853
Total cash	\$ 5,870,430	\$ 11,779,020	\$ 3,667,908
Cash In-Flows			
Charges for Services	\$ 9,008,799	\$ 8,981,900	\$ 9,700,400
Interest Income	30,234	20,600	20,600
Miscellaneous	4,746	4,000	4,000
Transfers In	139,410	95,345	95,345
Total Revenues	\$ 9,183,189	\$ 9,101,845	\$ 9,820,345
Cash Out-Flows			
Sanitation	\$ 4,854,908	\$ 5,085,220	\$ 5,435,373
Debt Service	3,527,631	2,657,254	2,541,423
Capital Outlay	122,534	2,264,662	2,157,095
Transfers Out	62,343	62,343	69,989
Total Expenses	\$ 8,567,416	\$ 10,069,479	\$ 10,203,880
Ending Cash Balance, 6/30	\$ 6,486,203	\$ 10,811,386	\$ 3,284,373



ENTERPRISE FUNDS

WASTEWATER FUND

WASTEWATER FUND REVENUE SOURCES

Bond Proceeds: The City borrowed \$15,094,275 for refunding debt and \$5,000,000 of sewer improvements in FY14. The majority of the sewer improvements were completed in FY15 and FY16.

Wastewater User Charges: Wastewater revenues are projected at \$9,486,100 in FY19.

Wastewater User Charges

Fiscal Year	Revenue	% Change
2013-14	\$ 8,705,402	0.4%
2014-15	\$ 8,605,642	-1.2%
2015-16	\$ 8,669,738	0.7%
2016-17	\$ 8,709,287	0.5%
2017-18 (est)	\$ 8,767,600	0.7%
2018-19 (est)	\$ 9,486,100	7.6%

Effluent Sales: The City of Bullhead City charges for the sale of effluent. The fees for the effluent are based on the existing contract agreement with the user.

Interest Earned: This is monies earned on the available cash in the Wastewater Fund. It is a difficult estimate to make due to the fluctuation of cash balances and interest rates.

Miscellaneous: Miscellaneous revenues are items that are not expected to occur on a yearly basis.

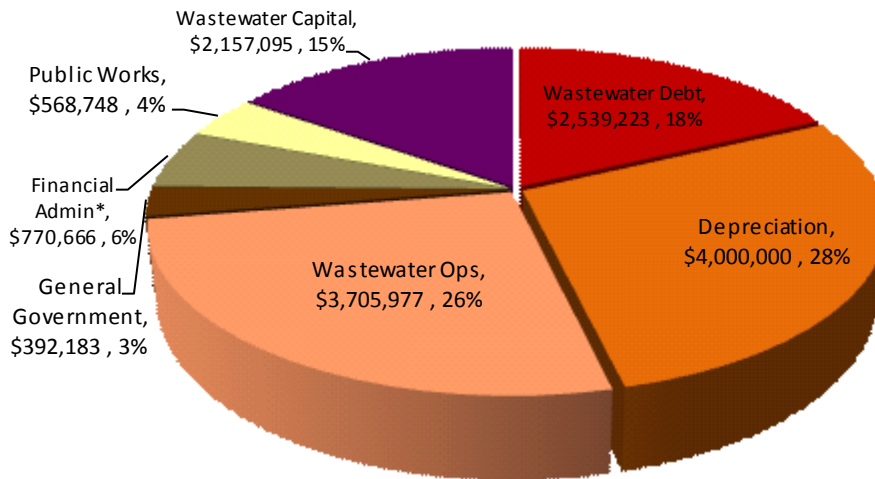


ENTERPRISE FUNDS

WASTEWATER FUND CONSOLIDATED FUND EXPENDITURES

	FY16 Actual	FY17 Actual	FY18 Budget	FY18 Estimate	FY19 Budget
Expenditures by Classification					
Personnel Costs	\$ 2,778,631	\$ 2,795,725	\$ 3,053,733	\$ 2,743,644	\$ 2,788,184
Services and Other Charges	2,042,482	1,554,636	1,730,236	1,659,523	1,731,433
Supplies	406,243	370,623	499,045	509,905	557,077
Property	59,277	107,464	141,617	172,148	358,679
Capital Outlay	72,062	49,419	507,650	210,282	11,096
Depreciation	3,777,969	3,872,957	4,000,000	4,000,000	4,000,000
Debt Service	3,928,386	3,527,631	2,666,916	2,657,254	2,541,423
Contingency	-	-	-	-	-
Subtotal	\$ 13,065,050	\$ 12,278,455	\$ 12,599,197	\$ 11,952,756	\$ 11,987,892
Capital Projects	\$ 3,802,201	\$ 1,925,709	\$ 2,425,000	\$ 2,054,380	\$ 2,146,000
Total Wastewater Fund	\$ 16,867,251	\$ 14,204,164	\$ 15,024,197	\$ 14,007,136	\$ 14,133,892

FY19 Budget by Activity



* The Financial administration budget includes \$35,000 of budgeted uncollectible accounts.



ENTERPRISE FUNDS

WASTEWATER FUND

MISSION: Provide the most cost-effective wastewater collection and treatment service possible using industry accepted performance measures.

DEPARTMENT DESCRIPTION

The Utilities Division handles the operation, maintenance and upkeep of the City-wide sewer system. This includes the operation and maintenance of the two wastewater treatment plants, 15 wastewater lift stations, over a million feet of sewer mains, several thousand manholes, thousands of feet of sewer force mains and several effluent reuse and disposal facilities throughout the community.

FY 2017-2018 Highlights

- Continued to implement the grease interceptor inspection program for all restaurants and other interceptor locations
- Completed new injection well project at Section 10 plant
- Completed installation of a different type of membrane at the Section 18 Wastewater Treatment Plant
- Continued manhole rehabilitation
- Completed Ductile Iron Pipe (DIP) replacement in old Bullhead
- Delivery of sludge press at Section 18 plant

FY 2018-2019 Objectives

- Section 18 effluent pump house controls upgrade
- Section 10 new aqua disk filter project
- Continue to assist the Park Maintenance Division with improvements to the Rotary Park irrigation system
- Decommission Chaparral Lift Station
- Continue to inspect and monitor City-wide sewer system
- Continue manhole rehabilitations
- 16/2 Lift Station controls upgrade
- Complete Georgia Lane sewer project
- Complete Ductile Iron Pipe (DIP) inspections
- Complete installation of sludge press at Section 18 plant

PERFORMANCE INDICATORS

MEASURE	FY17 Actual	FY18 Estimate	FY19 Budget
Number of Treatment Plants - Operational Cost Reduct	2	2	2
Number of Lift Stations - Operational Cost Reduction	15	15	15
Sewer Customers (Residential & Commercial)	18,653	18,687	18,700
Sewer Connections Per Employee	933	934	935
Sewer Spills and Line Breaks Responded/Cleaned	1	0	0
Number of Sewer Operations Employees	20	20	20



ENTERPRISE FUNDS

WASTEWATER FUND OPERATIONS

	FY16 Actual	FY17 Actual	FY18 Budget	FY18 Estimate	FY19 Budget
Expenditures by Classification					
Personnel Costs	\$ 1,294,050	\$ 1,296,922	\$ 1,489,734	\$ 1,358,286	\$ 1,453,168
Services and Other Charges	1,761,332	1,257,199	1,456,571	1,390,577	1,455,483
Supplies	278,067	267,732	380,648	391,917	438,647
Property	52,127	106,784	141,617	170,201	358,679
Capital Outlay	72,062	49,419	507,650	210,282	11,095
Total	\$ 3,457,638	\$ 2,978,056	\$ 3,976,220	\$ 3,521,263	\$ 3,717,072

Expenditures by Program

Wastewater	\$ 3,457,638	\$ 2,978,056	\$ 3,976,220	\$ 3,521,263	\$ 3,717,072
Total	\$ 3,457,638	\$ 2,978,056	\$ 3,976,220	\$ 3,521,263	\$ 3,717,072

Staffing

Utilities Superintendent	1.0	1.0	1.0	1.0	1.0
Utilities Supervisor	1.0	1.0	1.0	1.0	1.0
Wastewater Specialist	1.0	1.0	1.0	1.0	1.0
Instrumentation and Control Technic	1.0	1.0	1.0	1.0	0.0
Utilities Technician III	2.0	2.0	2.0	2.0	2.0
Utilities Technician II	3.0	3.0	3.0	3.0	3.0
Utilities Technician I	9.0	9.0	9.0	9.0	9.0
Office Specialist II	1.0	1.0	1.0	1.0	1.0
Maintenance Worker I	1.0	1.0	1.0	1.0	1.0
Total	20.0	20.0	20.0	20.0	19.0



ENTERPRISE FUNDS

WASTEWATER FUND OPERATIONS

	FY16 Actual	FY17 Actual	FY18 Budget	FY18 Estimate	FY19 Budget
Personnel Costs					
Regular Full-Time	832,967	829,059	965,637	844,482	934,766
Other Wages	54,400	59,600	50,000	75,171	50,000
Stand By Wages	24,171	24,887	24,253	26,128	24,253
Overtime	36,128	27,147	29,950	36,819	29,950
Accrued Leave Paid	3,510	11,977	11,387	5,749	11,747
Health Insurance	211,200	223,435	269,736	244,152	270,525
Social Security	3,373	3,695	3,100	4,661	3,100
Medicare	13,348	13,368	15,678	14,037	15,235
ICMA Retirement	81,183	80,823	92,296	82,643	89,502
Workers Compensation	33,772	22,931	27,697	24,444	24,090
TOTAL CATEGORY	1,294,050	1,296,922	1,489,734	1,358,286	1,453,168
Service and Other Charges					
Legal Notices	0	0	1,000	500	1,000
BID, RFQ'S and Sewer hook ups from City Attorney				500	1,000
Engineering Services	6,154	5,594	7,191	4,921	5,415
Utility location services				4,921	5,415
Other Professional Services	3,537	8,806	31,000	26,000	32,100
Misc. professional services				11,000	12,100
Septic pumping - emergency call-outs				15,000	20,000
Permitting and Misc Fees	12,045	19,373	12,560	13,344	15,809
ADEQ Operator certification renewal fees				0	2,350
CDL license renewals				15	75
CDL written and road test				35	70
Operator's license certification/upgrade				240	260
Pesticide certification renewal @ \$100.00				200	200
Section 10 WWTP annual registration fee				6,427	6,427
Section 18 WWTP annual registration fee				6,427	6,427
Laboratory Services	36,046	33,391	60,500	60,500	60,500
Certified ADEQ testing for Section 10 and 18 WWTP				60,500	60,500
Water	19,555	27,639	29,644	28,241	35,205
1320 Riverfront Dr Hydrant Acct 0414849				3,131	4,055
1700 Clubhouse Dr Acct 0089863				876	1,134
1905 Colorado Blvd/Tanglewood Hydrant Acct 0414850				3,131	4,055
2596 Via Arroyo Dr/Mohave Dr Hydrant Acct 0414851				3,266	4,229
3066 Larkwood Ave Acct 0282081				205	266
587 Terrace Drive Acct 0089846				442	572
642 Primrose Ln Acct 0672741				260	336
674 Riverfront Dr/River Gardens Hydrant Acct 0414852				3,107	4,024
901 Richardo Ave Acct 650941				5,500	5,756
Lift Station 18-1 Acct 0377596				6,715	8,696



ENTERPRISE FUNDS

WASTEWATER FUND OPERATIONS

	FY16 Actual	FY17 Actual	FY18 Budget	FY18 Estimate	FY19 Budget
Service and Other Charges					
Lift Station 18-2 Acct 0723161				1,608	2,082
Electric	571,979	632,663	670,716	651,565	671,109
Acct 176 Wastewater share of meter				143,348	147,648
Lift Station 10-1 Acct 322				7,339	7,559
Lift Station 10-5 2921 Country Club Dr Acct 096				936	964
Lift Station 10-6 Acct 212				4,489	4,624
Lift Station 16-2 Acct 277				29,175	30,050
Lift Station 16-7 1825 East Shore Villas Acct 173				700	721
Lift Station 18-1 Acct 320				34,227	35,253
Lift Station 18-2 2525 Rio Rancho Blvd Acct 290				46,614	48,012
Lift Station CH-1 1260 Mohave Dr Acct 175				3,654	3,763
Lift Station LR-1 1515 Bullhead Pkwy Acct 289				1,687	1,737
Lift Station Primrose Acct 129				2,124	2,188
Lift Station River Retreat Acct 109				686	706
Lift Station SR-1 Acct 284				804	828
Lift Station SR-2 Acct 135				503	518
Lift Station SR-3 Acct 251				491	506
Sec 18 WWTP Lab Acct 278				28,473	29,327
Section 10 WWTP Acct 080				147,890	152,327
Section 10 WWTP Acct 221				101,580	104,627
Section 18 WWTP Control Room East Acct 321				69,681	71,772
Section 18 WWTP Control Room West Acct 295				27,164	27,979
Natural Gas	829	814	880	804	828
1375 Marina Parkway Dr Acct 1098843				408	420
670 Primrose Ln Acct 1059553				396	408
Telephone	37,478	37,484	36,740	35,062	36,780
704-0349				535	620
704-6870				463	564
754-1850				535	620
754-5092				3,893	4,550
754-6768				463	565
758-2800				631	620
758-5913				633	619
758-6194				535	621
758-8939				535	621
763-0922				1,497	1,470
763-1788				535	620
763-7299				5,220	5,700
763-9400 - Basic System Charges - 25%				11,625	11,625
763-9400 - Telephone Services - 25%				3,875	3,875
Physical Link for Network				4,087	4,090
Refuse	170,600	155,393	185,000	125,000	160,000
Mohave Landfill and dumping of roll offs				125,000	160,000
Building Repairs	3,930	0	0	0	0
General Equipment Repairs	255,892	151,904	133,460	167,330	141,796
A/C Repairs and maintenance				3,000	3,300
Adapter plates and fabrication pumps and motors				3,000	4,000
Compressors and blowers repairs				13,310	14,641
Generator repairs				9,050	9,955
KSB pump hangers				2,000	4,000
Pumps and motors repairs				133,570	100,000
Repair and calibration spectrometer				900	900



ENTERPRISE FUNDS

WASTEWATER FUND OPERATIONS

	FY16 Actual	FY17 Actual	FY18 Budget	FY18 Estimate	FY19 Budget
Services and Other Charges					
Welding at various facilities				2,500	5,000
Vehicle Repairs and Service	63,250	74,250	59,250	59,250	59,250
Fleet rental charges				59,250	59,250
Maintenance Agreements	393	295	0	0	0
Software/Hardware Agreements	28,170	19,030	25,718	38,070	32,814
Alarm auto-dialer software at WWTPs				990	990
GIS mapping software for utilities (2 years)				9,260	9,260
SCADA software support				23,270	17,506
Sewer manhole data and utility design software				2,398	2,638
Sewer module software				2,152	2,420
Sewer Repairs	439,206	0	27,000	14,500	27,000
Manhole lids and frames city wide usage				2,000	2,000
Miscellaneous paving after sewer repairs				7,500	15,000
Slurry seal				5,000	10,000
Other Repairs and Maintenance	2,020	0	49,490	42,650	45,500
Clean 12,000 ft of 24 sewer line				34,800	30,000
Concrete core drilling				350	500
Lien mandated sewer hook-ups				7,500	15,000
Equip. and Vehicle Rental	414	414	3,422	1,922	3,465
Large Equipment for trenching and excavation				1,500	3,000
Water softener rental				422	465
Land and Building Lease	903	903	903	903	903
SCADA tower rental				903	903
Property and Risk Insurance	87,600	72,195	90,949	90,949	93,677
Wifi Service	1,899	2,020	1,968	2,553	2,553
Wastewater Network Access				2,553	2,553
Cellular Service	8,550	7,991	8,297	8,258	8,286
Cellphones (18)				7,980	7,981
Paging service (5)				278	305
Custom Printing	0	35	30	56	35
Business cards				35	35
Injection Wells Ribbon Cutting				21	0
Per Diem	358	627	1,875	1,755	1,875
ADEQ Conferences				600	660
Automation and control review course and testing				181	181
City wide SCADA training				60	120
NASSCO training				204	204
Tri state seminar @ \$53.00 ea				212	212
Wastewater collections and treatment (x6)				498	498
Lodging	673	859	2,434	1,780	2,414
ADEQ conferences				248	495
Automation and control exams				200	400
City wide SCADA training				165	330
NASSCO training				344	344
Tri State seminar \$122.50ea				203	225
Wastewater collections and treatment (X 6)				620	620
Transportation	2,529	2,050	2,975	3,175	3,275



ENTERPRISE FUNDS

WASTEWATER FUND OPERATIONS

	FY16 Actual	FY17 Actual	FY18 Budget	FY18 Estimate	FY19 Budget
Services and Other Charges					
ADEQ Conferences @ \$75.00 trip				450	450
Automation and control review course and exam				50	100
City wide SCADA training				50	100
Employee reimbursement				2,300	2,300
NASSCO training				100	100
Wastewater collections and treatment \$75.00 trip				225	225
Local Mileage Reimburseme	292	0	0	0	0
Seminars and Conferences	4,879	3,122	11,419	9,339	11,519
ADEQ Conferences				1,200	2,400
Automation and control curriculum				1,565	1,565
Automation and Control review course and exam				2,210	2,500
City wide SCADA training				500	1,000
NASSCO inspector training and certification program (x1)				1,900	2,090
Pesticide certification renewals (x2)				200	200
Pesticide training				180	180
Tri State Seminar				396	396
Wastewater collections and treatment @ \$198.00 ea				1,188	1,188
Dues and Memberships	2,150	349	2,150	2,150	2,375
CCRSCO membership dues				2,000	2,000
ISA membership 2 years				0	225
NASSCO membership 2 @ \$75.00				150	150
TOTAL CATEGORY	1,761,332	1,257,199	1,456,571	1,390,577	1,455,483
Supplies					
Improvements Noncapital	0	2,800	20,000	22,499	30,370
Concrete new installation for WWTP's				20,000	20,000
Paint filter tanks @ Section 10				0	10,370
Paint injection wells holding tanks				2,499	0
Office Supplies	775	1,140	1,085	1,258	1,605
Bottled Water and Dispenser				940	970
Cell phone supplies				125	250
Office supplies				193	385
Specialty Supplies	102,206	83,219	138,754	154,818	153,662
3/8 Washed rock for Sec. 18 drying beds				0	7,000
Air scour regulator for Sec. 18 membranes 2 ea				330	360
Batteries for generators and misc. City wide				1,203	1,210
Blower filters for Section 18				0	1,780
Compressor and blower parts				9,440	9,500
Compressor head for compressor @ Sec. 10				0	5,700
Conveyor for Head works at Sec. 10				16,457	0
Electrical supplies (wire, fuses, conduit, tape, bat.)				8,800	9,240
Fire hoses				725	760
Generator parts				19,600	5,000
Gloves, vests, hats, sunglasses				1,100	1,100
Guide wheels for Section 10 Head Works				11,245	5,000
Head work screens replacement parts Sec. 10				1,405	0
Heavy equipment parts				8,400	8,800
High output UV lamps and parts				19,000	20,900
Hoses for pumper truck and trash pump				4,400	4,400
Ice				890	935



ENTERPRISE FUNDS

WASTEWATER FUND OPERATIONS

	FY16 Actual	FY17 Actual	FY18 Budget	FY18 Estimate	FY19 Budget
Supplies					
Level transmitters Sec. 10				2,848	2,500
Lift Gate for Vehicle #4050				0	3,620
Membrane accessories				6,050	6,655
OdaLoq inspection and calibration				185	370
Oxygen, misc. gasses for welder, torches				880	900
Pipes, couplers, fittings				9,900	10,400
Pump and motor parts				6,600	6,930
Pump and press parts (seals, gaskets, O-Rings)				13,860	15,250
Sec. 10 and 18 head works parts				5,500	8,300
Site lighting at Sec. 10 and 18 plants				2,500	2,500
Steel for manufacturing				3,500	3,500
Valves and Actuators for Sec 18 membranes				0	11,052
Computer Software	0	0	0	0	6,540
Computerized maintenance program for Sec 10 and 18				0	6,540
Gasoline	16,339	15,351	20,640	22,903	24,120
9,000 Gallons @\$2.60/gal				22,193	23,400
9,000 Gallons Fuel Facility Charge @\$.08/gal				710	720
Diesel	13,078	12,253	18,395	18,395	19,045
6,500 Gallons @\$2.75/gal				17,875	18,525
6,500 Gallons Fuel Facility Charge @\$.08/gal				520	520
Uniforms	9,568	8,644	11,200	9,900	10,700
Allowance for steel toed boots				2,850	2,850
Jackets				350	350
Uniform rental and cleaning				6,700	7,500
Cleaning Supplies	219	219	484	440	484
Paper towels				440	484
Chemical Products	135,883	144,106	170,090	161,704	192,121
50% Citric Acid for Sec. 18 Membrane Cleanings				1,131	1,244
Bleach for Section 10 and 18				41,000	54,500
Caustic soda				613	675
Degreaser for 18/1 and 18/2 lift station				12,100	13,310
Nutrients for biological odor control units				360	792
Odor control for lift station				60,000	66,000
Pesticides				500	1,000
Polymer for presses				45,000	52,600
Root killer				1,000	2,000
TOTAL CATEGORY	278,067	267,732	380,648	391,917	438,647
Property					
Furniture	0	0	600	522	600
Desk chair				522	600
Appliances	1,039	1,063	0	0	0
Tools	153	1,476	5,500	3,066	5,500
String Trimmer				316	0
Tools for all facilities and vehicles				2,750	5,500
Computer Equipment <\$5,000	11,354	15,278	33,320	22,712	34,363
Laptop for GIS and manhole mapping				2,837	0
Managed Ethernet switch for City Wide				10,080	5,000
Programmable logic controller components				5,500	12,100



ENTERPRISE FUNDS

WASTEWATER FUND OPERATIONS

	FY16 Actual	FY17 Actual	FY18 Budget	FY18 Estimate	FY19 Budget
Property					
Programmable logic controller for Aqua Filter SCADA system components				0	2,263
Equipment <\$5,000	39,581	88,968	102,197	143,901	318,216
A/C Units for various locations (3)				6,000	9,900
A/C window units for various locations (5)				1,000	1,100
Air compressors various plants and lift stations				500	1,000
Check valves for Lift Stations				3,902	4,290
Chlorine pump for Sec 18 disinfection				0	4,080
Chlorine pump for Sec 18 membrane cleaning				9,587	9,810
Confined space entry equipment				3,874	5,000
D.O. Probes and caps				4,250	4,950
Deionization system for section 18 Lab				0	3,196
Dewatering pumps				550	1,000
Drain valve for Sec 18 membranes				0	4,810
Filtrate Pump Motor Sec. 18				0	1,310
Flow meter for reuse at Sec. 10				2,361	0
Flow meters for RAS pumps @ Sec. 10 2ea				0	5,520
HACH SC200 Controller				2,042	4,500
HACK SC1000 Controller and sun shield				3,300	3,630
Hydroranger 200 @ \$1900.00				1,900	3,800
Injection quill				1,250	2,500
Mixer for Sec. 18				8,537	9,390
Motors for various locations				5,500	6,655
Nozzles for camel trucks				1,100	2,200
Portable Generator				0	2,550
Pressure washer				0	920
Priming pumps for Sec. 18 membranes				2,450	2,753
RACO verbatim autodialer alarm				2,600	3,300
Replace pinch valve for 16-2 lift station				0	17,000
Replace/spare 2 Membrane feed pumps				0	66,932
Replace/spare Gear reducer for mixer @ Sec 10				8,130	8,975
Replace/spare Influent pump for Sec 10				0	32,665
Replace/spare Submersible pump for Injection Wells				25,771	28,276
Replacement valve for filters @ Sec. 10				2,260	0
Replacement/spare Backwash pump Injection wells				0	10,210
Replacement/spare Pump for Chaparral Lift Station				0	8,365
Soft starts various locations				8,993	8,000
Swamp coolers for various facilities 5				2,000	3,300
Transducer XPS-15				1,000	1,500
Transducers XPS-10				1,497	1,500
Underground uti. line/camera locator and transmitter				3,350	0
VFD's for various locations				30,197	29,640
Well Booster Pump Motor Sec. 18				0	1,202
Well Booster Pump Sec. 18				0	2,487
TOTAL CATEGORY	52,127	106,784	141,617	170,201	358,679
Capital Outlay					
Machinery and Equipment	6,500	49,419	507,650	210,282	11,095
Backhoe				130,282	0
Emergency Bypass Pump				80,000	0
Gator HPX 4x4				0	11,095
Vehicles	65,562	0	0	0	0
TOTAL CATEGORY	72,062	49,419	507,650	210,282	11,095
TOTAL	3,457,638	2,978,056	3,976,220	3,521,263	3,717,072



ENTERPRISE FUNDS

WATER RESOURCES FUND

The Water Resources Fund accounts for the revenue and expenditures related to purchasing water right allocations from the Colorado River for the Citizens of Bullhead City.

	FY16 Actual	FY17 Actual	FY18 Budget	FY18 Estimate	FY19 Budget
Expenditures by Classification					
Services and Other Charges	11,334	25,365	135,000	133,993	135,000
Debt Service	-	5,253	70,000	55,157	40,000
Total	\$ 11,334	\$ 30,618	\$ 205,000	\$ 189,150	\$ 175,000

Expenditures by Program					
Water Resources	11,334	30,618	205,000	189,150	175,000
Total	\$ 11,334	\$ 30,618	\$ 205,000	\$ 189,150	\$ 175,000



ENTERPRISE FUNDS

WATER RESOURCES FUND

	FY16 Actual	FY17 Actual	FY18 Budget	FY18 Estimate	FY19 Budget
Services and Other Charges					
Other Contracted Services	11,334	25,365	135,000	133,993	135,000
Mohave Water Conservation District				19,180	15,000
MCWA for Kingman water holding fees				15,500	20,000
MCWA for Kingman water purchase of 130 acre feet				99,313	100,000
TOTAL CATEGORY	11,334	25,365	135,000	133,993	135,000
Debt Service					
Principal Payment	0	0	67,500	52,657	37,500
Principal paid on Cibola Water Rights Interfund Loan				52,657	37,500
Interest Payment	0	5,254	2,500	2,500	2,500
Interest paid on Cibola Water Rights Interfund Loan				2,500	2,500
TOTAL CATEGORY	0	5,254	70,000	55,157	40,000
TOTAL	11,334	30,618	205,000	189,150	175,000



INTERNAL SERVICE FUNDS

INTERNAL SERVICE FUNDS

Northwest Arizona Employee Benefit Trust (NAEBT)
Fleet Services
Risk Management



INTERNAL SERVICE FUNDS

NAEBT

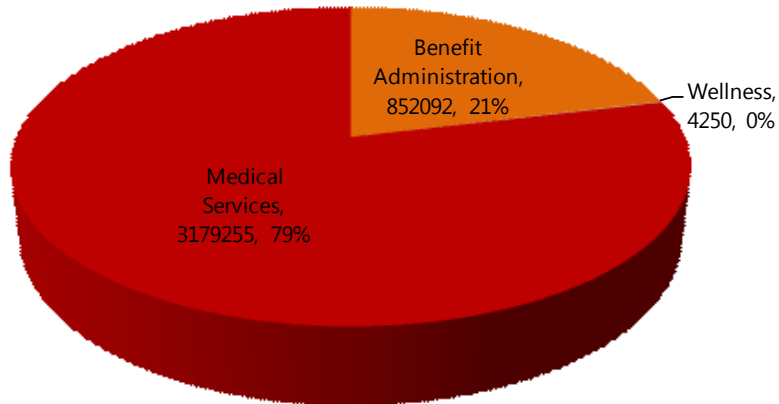
Northwest Employee Benefit Trust (NAEBT) provides the medical/prescription, dental, vision, wellness, life and AD&D insurance coverage for City employees and their dependents. The trust was formed on July 1, 2012 and was developed for Western Arizona municipal-type governments with more than 100 employees. City of Bullhead City, Lake Havasu City and City of Kingman were the founding members.

The Trust is tasked with selecting providers and benefit levels while providing competitive, affordable and comprehensive insurance coverage. The Trust meets quarterly to discuss financial status. A retreat is scheduled each year, in the first quarter, to review the prior fiscal year, set rates for the next fiscal year and renew contracts for services provided.

The Trust is part of the Personnel Administration section and the line item budget is included in that section.

	FY16 Actual	FY17 Actual	FY18 Budget	FY18 Estimate	FY19 Budget
Expenditures by Classification					
Services and Other Charges	\$ 3,433,877	\$ 3,720,749	\$ 3,789,183	\$ 3,741,803	\$ 4,032,547
Supplies	693	3,734	3,690	2,450	3,050
Property	-	4,871	-	-	-
Total	\$ 3,434,570	\$ 3,729,354	\$ 3,792,873	\$ 3,744,253	\$ 4,035,597

Expenditures by Activity					
Personnel Administration	\$ 3,433,719	\$ 3,724,783	\$ 3,788,043	\$ 3,740,653	\$ 4,031,347
Wellness Program	851	4,571	4,830	3,600	4,250
Total	\$ 3,434,570	\$ 3,729,354	\$ 3,792,873	\$ 3,744,253	\$ 4,035,597





INTERNAL SERVICE FUNDS

FLEET SERVICES

MISSION: Maintain the City's fleet of vehicles and equipment as efficiently as possible with safety as our number one priority, and to allow the city departments/divisions to meet the needs of the community by fulfilling their service missions in the most effective and efficient manner possible.

DEPARTMENT DESCRIPTION

The Fleet Division is responsible for the purchase, repair and maintenance of city vehicles and equipment. The 332 vehicle fleet includes police vehicles, automobiles, pickup trucks, light utility vehicles, wastewater Vector trucks, street sweepers, cranes, dump trucks, loaders, backhoes, trailers, motor graders, lawn mowers, tractors and other pieces of equipment. Fleet Maintenance also operates the City's fuel facility which provides fuel service for city vehicles and equipment.

FY 2017-2018 HIGHLIGHTS

- Added an additional slurry tanker and continued maintenance on supporting machinery
- Replaced 8 vehicles and added 2 pieces of heavy equipment to City fleet inventory
- With new software, diagnosed and repaired several trucks that would normally be outsourced
- Repaired several vehicles with body damage in-house

FY 2018-2019 OBJECTIVES

- Provide repairs, services, customer service and support to all City Departments at the least possible expense
- Organize repair schedules for routine maintenance of vehicles and equipment
- Eliminate outsourcing heavy truck and equipment diagnostics by having all the diagnostic equipment necessary to repair in-house
- Replace vehicle lift and upgrade area

PERFORMANCE INDICATORS

MEASURE	FY17 Actual	FY18 Estimate	FY19 Budget
Routine Vehicle Service Calls	2,269	2,500	2,600
City Vehicles	324	331	327
Vehicle Breakdown Service Calls	167	170	170
Gallons Diesel Pumped	48,773	48,000	50,000
Gallons Unleaded Pumped	161,189	160,000	163,000



INTERNAL SERVICE FUNDS

FLEET SERVICES

	FY16 Actual	FY17 Actual	FY18 Budget	FY18 Estimate	FY19 Budget
Expenditures by Classification					
Personnel Costs	\$ 286,859	\$ 286,323	\$ 311,819	\$ 259,380	\$ 299,237
Services and Other Charges	119,085	114,530	125,341	125,348	134,170
Supplies	684,312	684,580	825,197	806,135	872,396
Property	224	3,939	5,803	5,798	12,800
Capital Outlay	22,795	51,789	181,153	199,536	473,407
Depreciation	193,618	244,185	300,000	300,000	300,000
Contingency	-	-	14,842	14,842	17,105
Total	\$ 1,306,893	\$ 1,385,346	\$ 1,764,155	\$ 1,711,039	\$ 2,109,115

Expenditures by Activity					
Fleet Services	\$ 1,059,380	\$ 1,011,646	\$ 1,171,880	\$ 1,141,065	\$ 1,486,527
Fuel Facility	247,513	373,700	592,275	569,974	622,588
Total	\$ 1,306,893	\$ 1,385,346	\$ 1,764,155	\$ 1,711,039	\$ 2,109,115

Staffing					
Foreman/Fleet Services	1.0	1.0	1.0	1.0	1.0
Mechanic II	1.0	1.0	1.0	1.0	1.0
Mechanic I	2.0	2.0	2.0	2.0	2.0
Office Speicalist II	1.0	1.0	1.0	1.0	0.0
Office Assistant II	1.0	1.0	1.0	1.0	0.0
Total	6.0	6.0	6.0	6.0	4.0



INTERNAL SERVICE FUNDS

FLEET SERVICES

	FY16 Actual	FY17 Actual	FY18 Budget	FY18 Estimate	FY19 Budget
Personnel Costs					
Regular Full-Time	202,518	201,349	207,342	174,224	199,420
Overtime	1,914	1,121	2,000	3,359	2,000
Accrued Leave Paid	996	1,867	918	2,417	970
Health Insurance	53,856	56,497	75,523	56,989	71,982
Medicare	2,840	2,798	3,049	2,481	2,935
ICMA Retirement	18,578	18,493	18,945	16,290	18,229
Workers Compensation	6,158	4,199	4,042	3,620	3,702
TOTAL CATEGORY	286,859	286,323	311,819	259,380	299,237
Services and Other Charges					
Other Professional Services	3,490	271	4,505	4,160	4,505
Oil/water pump out and wash				3,560	3,560
Used oil pickup and disposal				600	945
Permitting and Misc Fees	246	36	48	64	40
Vehicle registrations				64	40
Other Contracted Services	11,064	6,426	10,750	8,650	8,650
Fire extinguisher certification and service				650	650
Vehicle washes				8,000	8,000
Water	5,989	7,898	8,073	16,208	20,989
1285 Alonas Way Acct 0108458				15,559	20,149
1285 Alonas Way Fire Acct 0108462				649	840
Electric	21,618	19,381	20,399	20,054	20,655
Alonas Way Acct 083				4,859	5,004
Alonas Way Acct 137				15,195	15,651
Natural Gas	5,621	4,224	5,300	2,200	4,400
1285 Alonas Way Acct 1059604				2,200	4,400
General Equipment Repairs	3,517	534	1,000	780	1,000
Shop equipment repairs				780	1,000
Vehicle Repairs and Service	15,556	28,011	10,000	12,300	10,000
Outside Labor for vehicle repairs				12,300	10,000
Maintenance Agreements	0	0	2,097	2,097	2,097
Parts Washer maintenance				2,097	2,097
Software/Hardware Agreeme	1,345	5,516	4,219	4,154	1,500
Additional vehicle numbers for database				410	0
Heavy duty vehicle repair software				1,500	1,500
Hosting Software annual subscription				2,244	0
Other Repairs and Maintena	1,098	0	0	376	0
Animal Care graphic package				376	0
Equip. and Vehicle Rental	0	0	200	0	0



INTERNAL SERVICE FUNDS

FLEET SERVICES

	FY16 Actual	FY17 Actual	FY18 Budget	FY18 Estimate	FY19 Budget
Services and Other Charges					
Office Equipment Lease	3,668	2,477	3,960	3,877	3,900
Copier lease				3,877	3,900
Property and Risk Insurance	43,440	35,760	45,106	45,106	46,459
Cellular Service	489	402	456	420	456
Cellphone (1)				420	456
Custom Printing	499	584	550	585	585
Repair Work Order forms				585	585
Per Diem	90	68	120	113	241
Engine repair class				94	102
Rocky Mountain Fleet Association seminar				0	120
Vehicle pick-up				19	19
Lodging	463	0	475	0	475
Rocky Mountain Fleet Association seminar				0	475
Transportation	90	0	100	101	215
Engine repair class				61	65
Rocky Mountain Fleet Association seminar				0	100
Vehicle pick-up				40	50
Seminars and Conferences	803	500	2,395	380	2,415
Crane Safety Inspector training and certification				0	1,140
Engine repair class				20	20
Fleet training				360	450
Rocky Mountain Fleet Association seminar				0	805
Books and Subscriptions	0	770	978	778	978
Vehicle manuals as needed				0	200
Web manual for equipment				778	778
Dues and Memberships	0	0	310	310	310
Rocky Mountain Fleet Association membership				310	310
Towing Charges	0	0	300	0	300
Towing charges				0	300
TOTAL CATEGORY	119,085	112,856	121,341	122,713	130,170
Supplies					
Office Supplies	697	511	900	535	900
Pens, pencils, pads, folders, rubber bands				535	900
Specialty Supplies	0	1,078	0	0	0
Computer Software	0	2,750	4,874	5,050	5,050
CAT Electronic Technician software				2,300	2,300
Trouble shooting software				2,750	2,750
Shop Supplies	9,784	5,559	9,750	9,664	9,750
Cleaners, gloves, safety goggles				2,850	3,000
Heat shrink, bulbs, fasteners				5,680	5,750
Welding supplies and oxygen				1,134	1,000



INTERNAL SERVICE FUNDS

FLEET SERVICES

	FY16 Actual	FY17 Actual	FY18 Budget	FY18 Estimate	FY19 Budget
Supplies					
Gasoline	150,936	0	0	1,187	1,340
500 gallons @ \$2.60				1,150	1,300
500 gallons Fuel Facility charge @ \$0.08				37	40
Diesel	-9,968	0	0	0	0
Tires	72,039	68,779	59,000	63,134	59,000
Tires				63,134	59,000
Oil and Other Lubricants	14,780	20,392	16,000	14,780	16,000
Oil and bulk fluids				14,780	16,000
Auto Parts	197,688	211,816	160,000	176,500	176,000
Auto parts				176,500	175,000
Parts for generator repairs				0	1,000
Uniforms	843	1,670	1,240	788	1,180
Allowance for steel toed boots x4				298	600
Pants for perm employees (5 ea @ \$14 x4)				192	280
Shirts for perm employees (5 ea @ \$15 x4)				298	300
TOTAL CATEGORY	436,800	312,554	251,764	271,638	269,220
Property					
Furniture	624	0	0	0	0
Tools	1,409	3,939	3,000	3,000	4,500
Large fan for circulating air in shop				801	0
Mechanics' small tools and boxes				1,763	3,000
Seal installer for heavy equipment				436	0
Strong Box Puller set				0	1,000
Tool box with tools for shop				0	500
Computer Equipment < \$5,000	588	0	0	0	0
Equipment < \$5,000	4,054	0	2,803	2,798	8,300
A/C recovery, recharging and recycling machine				0	4,000
Air compressor for service truck				2,798	0
Motor oil pumps (supplemental)				0	4,300
Capital Asset Write Off	-6,453	0	0	0	0
TOTAL CATEGORY	224	3,939	5,803	5,798	12,800
Capital Outlay					
Machinery and Equipment	0	0	0	0	9,300
Vehicle lift				0	9,300
Vehicles	22,795	51,789	181,153	181,536	464,107
PD Undercover vehicles - used (2)				0	30,000
Police patrol vehicle and upfitting 2018 Ford Taurus				28,556	0
Police vehicle 2014 Dodge Journey				15,811	0
Police vehicle 2016 Dodge Journey				18,846	0
Police vehicle 2017 Ford Fusion				17,251	0
Police vehicle upfitting				16,281	0
Public Works Director Vehicle				20,000	0
Replace (2) Code Enforcement Vehicles purchased in 2005				29,720	0
Replace 5 Senior Nutrition Vans				0	110,000
Replace PD Forensic van				0	25,500
Replace PD Patrol vehicles (6)				0	291,792
Replace Pest Abatement vehicle 2014 Ford F150				20,101	0
Replace Technology Services Van				14,970	0
Replacement vehicles funding				0	6,815
TOTAL CATEGORY	22,795	51,789	181,153	181,536	473,407



INTERNAL SERVICE FUNDS

FLEET SERVICES

	FY16 Actual	FY17 Actual	FY18 Budget	FY18 Estimate	FY19 Budget
Depreciation					
Depreciation	193,618	244,185	300,000	300,000	300,000
				300,000	300,000
TOTAL CATEGORY	193,618	244,185	300,000	300,000	300,000
Contingency					
Contingency	0	0	0	0	1,693
Budgeted for unforeseen expenses				0	1,693
TOTAL CATEGORY	0	0	0	0	1,693
TOTAL DIVISION	1,059,380	1,011,646	1,171,880	1,141,065	1,486,527



INTERNAL SERVICE FUNDS

FUEL FACILITY

	FY16 Actual	FY17 Actual	FY18 Budget	FY18 Estimate	FY19 Budget
Services and Other Charges					
Permitting and Misc Fees	0	200	200	200	200
Underground Storage Tank permit fee				200	200
Other Contracted Services	0	0	2,300	2,300	2,300
Fuel Facility inspection				2,300	2,300
Other Repairs and Maintena	0	1,474	1,500	135	1,500
Fuel Facility repairs				135	1,500
TOTAL CATEGORY	0	1,674	4,000	2,635	4,000
Supplies					
Gasoline	152,631	287,487	432,275	393,241	456,742
City vehicles/equipment 168,870 gal @\$2.60/gal				376,241	439,062
Non-City vehicles/equipment 6,800 gal @\$2.60/gal				17,000	17,680
Diesel	94,882	84,539	141,158	141,256	146,434
City generators 100 gal @\$2.85/gal				275	285
City vehicles/equipment 49,050 gal @\$2.85/gal				134,848	139,793
Non-City vehicles/equipment 2,230 gal @\$2.85/gal				6,133	6,356
TOTAL CATEGORY	247,513	372,026	573,433	534,497	603,176
Capital Outlay					
Machinery and Equipment	0	0	0	18,000	0
Fuel management system				18,000	0
TOTAL CATEGORY	0	0	0	18,000	0
Contingency					
Contingency	0	0	14,842	14,842	15,412
Contingency				14,842	15,412
TOTAL CATEGORY	0	0	14,842	14,842	15,412
TOTAL DIVISION	247,513	373,700	592,275	569,974	622,588
GRAND TOTAL	1,306,893	1,385,346	1,764,155	1,711,039	2,109,115



INTERNAL SERVICE FUNDS

RISK MANAGEMENT

The Risk Management division is responsible for reducing, eliminating or transferring liabilities for loss exposures associated with city operations and for properly disposing of liability claims against the City. The division strives to improve the safety of the City's operations through internal review and employee training. The City is insured through the Arizona Municipal Risk Retention Pool (AMRRP) for Workers' Compensation and liability and excess liability insurance.

Funding Source: Funding is provided through cost recovery to the other departments based on estimated expenditures and employee staffing of each cost center.

The Risk Management Division is part of Personnel Administration and line item information is included in that section.

	FY16 Actual	FY17 Actual	FY18 Budaet	FY18 Estimate	FY19 Budaet
Expenditures by Classification					
Personnel Costs	\$ 123,485	\$ 140,792	\$ 131,362	\$ 128,921	\$ 136,158
Services and Other Charges	1,471,241	1,079,723	1,293,871	1,191,230	1,267,712
Supplies	3,463	1,031	2,000	900	1,300
Property	733	9,995	950	-	-
Total	\$ 1,598,922	\$ 1,231,541	\$ 1,428,183	\$ 1,321,051	\$ 1,405,170
Expenditures by Activity					
Risk Management	\$ 1,072,527	\$ 884,893	\$ 1,029,505	\$ 922,373	\$ 1,044,200
Workers Compensation	526,395	346,648	398,678	398,678	360,970
Total	\$ 1,598,922	\$ 1,231,541	\$ 1,428,183	\$ 1,321,051	\$ 1,405,170



CAPITAL PROJECT FUNDS

CAPITAL PROJECT FUNDS

Drainage Improvements
BHC/Laughlin Bridge
Street Improvements
Park Improvements
Street Lighting Districts
Municipal Facilities
Public Safety Improvements
Laughlin Ranch Boulevard
Parking Improvements
Capital Improvement Plan



CAPITAL PROJECT FUNDS

CAPITAL PROJECT FUNDS

	FY16 Actual	FY17 Actual	FY18 Budget	FY18 Estimate	FY19 Budget
Drainage Improvements					
City Manager	\$ 20,738	\$ 20,863	\$ 22,565	\$ 22,230	\$ 23,734
Street Maintenance	266,482	263,287	305,033	289,425	115,301
Public Works Admin	67,482	67,446	69,946	113,220	37,804
Engineering	129,889	104,489	117,134	123,918	124,087
Drainage Maintenance	188,147	39,639	100,000	59,500	-
Capital Outlay	56,413	-	-	-	-
Capital Projects	228,787	876,630	718,139	236,232	1,071,645
BHC/Laughlin Bridge	-	54	2,128,400	29,696	3,098,704
Street Improvements	1,116,151	1,100,593	-	7,387	1,135,000
Park Improvements	161,982	912,097	880,000	453,341	1,321,884
Street Lighting Districts					
Finance	2,845	2,861	3,064	1,567	-
Energy Costs	57,212	63,191	68,464	68,614	68,912
Municipal Facilities	-	-	105,500	93,400	-
Public Safety					
Police Radio Upgrade	1,334,179	142,333	-	-	-
Laughlin Ranch Boulevard	-	-	4,500,000	3,241,537	1,000,000
Parking Improvements	96,146	185	-	-	-
Total	\$ 3,726,453	\$ 3,593,668	\$ 9,018,245	\$ 4,740,067	\$ 7,997,071



CAPITAL PROJECT FUNDS

CAPITAL IMPROVEMENT PLAN

The Capital Improvement Plan (CIP) is the City's five-year blueprint for creating and maintaining the crucial infrastructure that will support the continued growth and development of Bullhead City. Each year, in conjunction with the annual budget process, the Finance Department coordinates the process of revising and updating the long-range CIP document. The mission statement, values, priority areas, goals, and objectives established by Bullhead City's elected officials determine the broad parameters for incorporating new capital improvement projects into the CIP. Other documents, such as the Bullhead City General Plan, provide valuable information and guidance in the preparation of the capital plan.

The City's professional staff in Administration, Public Works, Finance, and the Police Department participates in the review of past capital project accomplishments and the identification of new projects for inclusion in the plan.

Projects included in the 2019-2023 CIP will form the basis for appropriations in the 2018-2019 fiscal year budget. Some projects will affect the City's budget process five to ten years into the future. Individual projects will continue to be subjected to ongoing community and City Council review and discussion during the annual appropriations process.

The Capital Improvement Plan is also an important public communications medium. The CIP gives residents and businesses a clear and fairly accurate view of the City's long-term direction in the area of capital improvements and a better understanding of the City's ongoing needs for stable revenue sources to fund large or multi-year capital projects.

Capital improvements are the foundation for facilities and amenities within the City. Streets, wastewater treatment plants, park improvements and buildings, and major, one-time acquisitions of equipment, are all considered capital improvements. Projects in the CIP generally cost more than \$50,000 and have a projected minimum life span of five years.

When developing the capital improvement plan, the City must consider the ability to finance the needed projects. This involves prioritization of projects while maximizing use of available financing mechanisms. Since so many projects require the use of debt financing to complete, the capital budget is directly related to the City's debt budget. The use of bonded debt may also require voter authorization. This is acquired through what is known as a bond election. The City's available financing mechanisms include some or all of the following sources:

- Pay-As-You-Go Financing
- Grants and other Intergovernmental Funding
- Carryover Projects/Fund Balance
- Highway User Revenue Fund Bonds
- Revenue Bonds
- Improvement Districts
- Municipal Property Corporation Bonds
- Water Infrastructure Financing Authority

The Capital Improvement Plan obviously impacts the City's debt budget. In most cases the repayment of debt also affects the available revenues for other operating expenses. General long-term debt is budgeted and expended in the debt service funds, while enterprise fund debt is shown in the respective enterprise fund.

The Capital Improvement Plan also impacts the operating budget as projects are completed and operating funds are necessary for the routine maintenance and operation of facilities and equipment including utilities, staffing, repairs, fuel for heavy equipment, and equipment maintenance. Recurring equipment replacement expenses for new patrol cars, street sweepers, and recurring maintenance costs such as street asphalt overlay are also funded through the operating budget. These ongoing costs must be tied to ongoing revenues (i.e., sales tax, user fees, and intergovernmental revenue) to ensure they can be sustained into the future.



CAPITAL PROJECT FUNDS

CAPITAL IMPROVEMENT PLAN

Page No	Project Title	FY 19 Budget
	Drainage Improvements	
	Miracle Mile Drainage Improvements	-
	Rotary Park Drainage Improvements	\$100,000
	Secret Pass and Silver Creek Washes at Parkway Drainage Improvements	\$800,000
	Landon Drive/Williams, Green & David Washes Culvert Crossing	-
	Miscellaneous Drainage Improvements	\$121,644
	FEMA CTP Project	\$50,000
	Comprehensive Drainage Master Plan	-
	Arcadia Boulevard/Montana Wash Culvert Crossing	-
	Bullhead Parkway Drainage Stabilization	-
	Total Drainage Improvements	\$1,071,644
	Park Improvements	
	Rotary Park Improvements	\$76,207
	Pickleball Courts	\$150,000
	Rotary Park Tennis Courts	\$100,000
	Community Park Section 12 Improvements	\$470,677
	Sunshine Marina and Associated Improvements	\$450,000
	Gary Keith Park Improvements	\$75,000
	Total Park Improvements	\$1,321,884
	Transportation	
	Corwin Road Traffic Signal	\$320,000
	Landon Road Extension	-
	Arcadia Boulevard Extension	-
	Bullhead Parkway Reconstruction	-
	Original Bullhead City Street Improvements	\$815,000
	Bullhead-Laughlin Second Bridge	\$3,098,704
	Laughlin Ranch Boulevard Extension	\$1,000,000
	Total Transportation	\$5,233,704
	Sewer Improvements	
	16-2, 18-1 & 18-2 Lift Stations Wet Well Rehabs	\$156,000
	16-2 Lift Station Controls Upgrade	\$300,000
	Chaparral Lift Station Replacement	-
	Primrose Lift Station Controls Upgrade	\$100,000
	River Retreat (16-3) Lift Station Replacement	-
	Palo Verde (10-5) Lift Station Capacity Increase	-
	18-2 Lift Station Odor Control	-
	Laughlin Ranch Lift Station Upgrade	-
	Manhole Rehabilitation	-
	Miscellaneous Sewer Improvements	-
	Georgia Lane Sewer Project Phase 2	-
	Effluent Reuse/Disposal Master Plan	-
	North-South Interlink	-
	SR 95 Sewer Upgrade	-
	West Branch Trunk Link Rehabilitation	-
	Lakeside Odor Control	-
	Sewer Model Update	-
	Georgia Lane Sewer Project Phase 3	-
	Lakeside Sewer Force Main Connections Evaluation	-
	Force Main Conversion from Section 18 WWTP to Community Park	-
	Lakeside Drive Sewer Replcement	-



CAPITAL PROJECT FUNDS

CAPITAL IMPROVEMENT PLAN

Page No	Project Title	FY 19 Budget
	Section 10 WWTP Additional Injection Wells	-
	Section 10 WWTP Facilities Plan	-
	Section 10 WWTP New Tertiary Filter	\$1,300,000
	Section 10 WWTP Blowers & Controls	-
	Section 10 WWTP UV Demo	-
	New Section 10 WWTP Shop Building	-
	Section 10 WWTP Headworks Upgrade	-
	Section 10 WWTP Flow Equalization Basin	-
	Sections 10 & 18 WWTP Admin & Blower Building Remodel	-
	Section 18 WWTP Facilities Plan	-
	Section 18 WWTP Odor Control Unit	\$250,000
	Section 18 WWTP Electrical & Controls Upgrade	\$40,000
	Section 18 WWTP Headworks Upgrade	-
	Section 18 WWTP Membrane Replacement	-
	Original Bullhead Sewer Odor Controls	-
	Total Sewer Improvements	\$2,146,000
	Sub Total FY19 CIP Budget	\$9,773,232
	Plus: Street Lighting Districts	\$68,912
	Drainage Improvement Administrative Allocation	\$300,927
	Less: Sewer Improvements	\$ (2,146,000)
	Grand Total FY19 Capital Project Fund Budget	\$7,997,071



CAPITAL PROJECT FUNDS

CAPITAL IMPROVEMENT PLAN

Category	FY18	FY19	FY20	FY21	FY22
Drainage Improvements					
Buena Vista Abatement	\$ -	\$ -	\$ -	\$ -	\$ 800,000
Landon Drive Drainage Improvements	-	-	350,000	-	-
Miracle Mile Drainage Improvements	-	570,000	186,791	-	-
Misc Drainage Improvements	171,644	1,255,000	1,500,000	1,262,000	2,000,000
Rotary Park Drainage Improvements	100,000	-	-	-	-
Secret Pass Drainage Improvements	800,000	400,000	-	-	-
Total	\$ 1,071,644	\$ 2,225,000	\$ 2,036,791	\$ 1,262,000	\$ 2,800,000
Park Improvements					
Community Park Section 12 Improvement	\$ 470,677	\$ -	\$ -	\$ -	\$ -
Gary Keith Park Improvements	75,000	-	-	-	-
Rotary Park Improvements	326,207	50,000	50,000	50,000	50,000
Sunshine Marina	450,000	-	-	-	-
Total	\$ 1,321,884	\$ 50,000	\$ 50,000	\$ 50,000	\$ 50,000
Sewer Development					
Lift Station Rehab	\$ 556,000	\$ 1,044,000	\$ 150,000	\$ -	\$ 50,000
Manhole Rehab	-	190,000	173,000	150,000	150,000
Misc Sewer Improvements	-	81,000	2,000,000	115,000	323,000
Section 10 Plant Improvements	1,300,000	750,000	600,000	3,000,000	1,650,000
Section 18 Plant Improvements	290,000	710,000	-	-	1,000,000
Total	\$ 2,146,000	\$ 2,775,000	\$ 2,923,000	\$ 3,265,000	\$ 3,173,000
Transportation					
BHC Parkway Improvements	\$ -	\$ -	\$ 12,000,000	\$ -	\$ -
BHC/Laughlin Bridge 2	3,098,704	-	-	-	-
Laughlin Ranch Boulevard	1,000,000	-	-	-	-
Misc Street Improvements	815,000	-	-	-	-
Traffic Signal Improvements	320,000	-	-	-	-
Total	\$ 5,233,704	\$ -	\$ 12,000,000	\$ -	\$ -
Total Projects	\$ 9,773,232	\$ 5,050,000	\$ 17,009,791	\$ 4,577,000	\$ 6,023,000



CAPITAL IMPROVEMENT PLAN

Miracle Mile Drainage Improvements

Category: Drainage
Department: Public Works

Fund: 304
Department Priority: 2

Est. Completion Date: 2021
Location: Miracle Mile Corridor
 South of Riverview Mall

Focus Area: Flood Control

Project #: 17-E-003

Total Project Cost: \$770,000
FY2020-2023 Planned:
 \$570,000

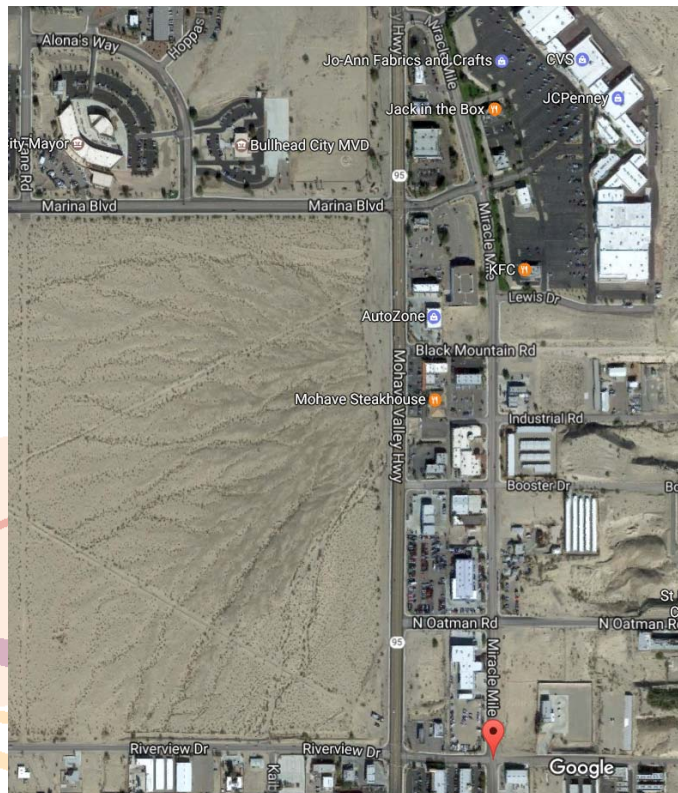
Prior Year(s) Funding: \$13,209
FY2019 Budget: \$0
Remaining Need: \$186,791

Funding Source(s): Flood Control

Description & Discussion: This project consists of the design and construction of drainage improvements including sedimentation basins, culverts, channels, berms and other improvements along the southern portion of Miracle Mile, and purchases various properties necessary to construct and maintain these improvements.

The City and the Mohave County Flood Control District obtained approval of a grant for FEMA's

Cooperating Technical Partners (CTP) program, which provides funding and technical assistance to promote improvements in flood hazard mapping and flood protection projects in local communities. The City and Mohave County completed that project in 2015, which provided a detailed hydraulic evaluation of the Chaparral and Havasupai Wash watersheds which flow across Miracle Mile, and identified a number of mitigation measures to reduce sedimentation, flooding and damage to the roadway, and now it is time to obtain the necessary properties and to design and construct the identified drainage improvements.



FY2019 Budget Distribution

Planning/Design	-
Acquisition/Relocation	-
Site Improvements	-
Construction	-
Furniture/Fixtures/Equipment	-
Other	-
Total	-

Future Yearly Operating Impact

New Staffing	-
Operational Costs	-
Total	-



CAPITAL IMPROVEMENT PLAN

Rotary Park Drainage Improvements

Category: Drainage **Fund:** 304 **Est. Completion Date:** 2020
Department: Public Works **Department Priority:** 2 **Location:** Rotary Park
Focus Area: Flood Control **Project #:** 14-C-002

Total Project Cost: \$200,000 **Prior Year(s) Funding:** \$52,565 **FY2019 Budget:** \$100,000
FY2020-2023 Planned: \$47,435 **Remaining Need:** \$0

Funding Source(s): Flood Control

Description & Discussion: This project consists of the design and construction of flood control channels, retention basins, erosion protection and re-grading of areas that carry flood waters and other related drainage improvements.

Rotary Park is located at the bottom of some sizable drainage tributaries, and therefore is impacted during storm events. To protect existing and future improvements, and reduce the impact of storm waters on the river, over the years a number of drainage improvements

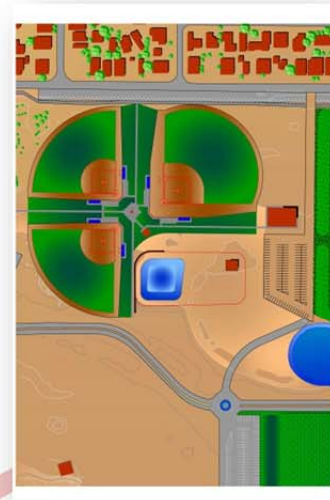
have been constructed in the park, and will continue.

FY2019 Budget Distribution

Planning/Design	-
Acquisition/Relocation	-
Site Improvements	\$100,000
Construction	-
Furniture/Fixtures/Equipment	-
Other	-
Total	\$100,000

Future Yearly Operating Impact

New Staffing	-
Operational Costs	-
Total	-





CAPITAL IMPROVEMENT PLAN

Secret Pass and Silver Creek Washes at Parkway Drainage Improvements

Category: Drainage	Fund: 304	Est. Completion Date: 2020
Department: Public Works	Department Priority: 1	Location: Secret Pass/Silver Creek Washes
Focus Area: Flood Control	Project #: 15-E-012	
Total Project Cost: \$1,244,487	Prior Year(s) Funding: \$44,487	FY2019 Budget: \$800,000
FY2020-2023 Planned: \$400,000	Remaining Need: \$0	

Funding Source(s): Flood Control

Description & Discussion: This project consists of the design and construction of improvements including armored levees, grading and other improvements to protect the Bullhead Parkway and the drainage structures at the Silver Creek and Secret Pass Washes crossings.

Drainage issues and concerns at the Secret Pass and Silver Creek Wash crossings of the Parkway will be addressed in order to protect the integrity of the Parkway and the functionality of the wash crossing structures and provide repair and protection of existing infrastructure.

During several storms over the past few years, in particular one that occurred in October 2015, it has been discovered that the upstream flow patterns in both washes have changed, and the diverted flows now threaten to overtop and wash out the Parkway at both locations, as well as cause significant damage to the existing drainage structures at each crossing. Silver Creek Wash has already been evaluated hydraulically in detail so that permanent improvements, including armored levees, can be designed. The same will occur at Secret Pass Wash. These improvements will significantly reduce storm cleanup efforts and enhance emergency and public access to these areas.



FY2019 Budget Distribution

Planning/Design	-
Acquisition/Relocation	-
Site Improvements	\$800,000
Construction	-
Furniture/Fixtures/Equipment	-
Other	-
Total	\$800,000

Future Yearly Operating Impact

New Staffing	-
Operational Costs	-
Total	-



CAPITAL IMPROVEMENT PLAN

Landon Drive/Williams, Green & Davis Washes Culvert Crossing

Category: Drainage	Fund: 304	Est. Completion Date: 2020
Department: Public Works	Department Priority: 1	Location: Landon Drive at Wash Crossings
Focus Area: Flood Control	Project #: 17-E-007	
Total Project Cost: \$350,000	Prior Year(s) Funding: \$0	FY2019 Budget: \$0
FY2020-2023 Planned: \$350,000	Remaining Need: \$0	

Funding Source(s): Flood Control

Description & Discussion: This project consists of the design, construction and acquisition of right of way for the Landon Drive crossings of the Williams, Green and Davis Washes. These improvements will be required before the Landon Drive extension from the Parkway to McCormick Boulevard can be completed.

The culvert crossings of these 3 washes will provide stabilization to these washes downstream of the Landon crossings.

As a part of the federally-funded FEMA Cooperating Technical Partners project completed in 2015, the City has identified numerous drainage improvements that will be required when the roadway is constructed, and we have obtained preliminary engineering data on them. The alignment has also been fine-tuned to provide the best access to each property along the route.

FY2019 Budget Distribution

Planning/Design	-
Acquisition/Relocation	-
Site Improvements	-
Construction	-
Furniture/Fixtures/Equipment	-
Other	-
Total	-

Future Yearly Operating Impact

New Staffing	-
Operational Costs	-
Total	-





CAPITAL IMPROVEMENT PLAN

Miscellaneous Drainage Improvements

Category: Drainage
Department: Public Works
Focus Area: Flood Control

Fund: 304
Department Priority: 2
Project #: Various

Est. Completion Date: Ongoing
Location: City-wide

Total Project Cost: N/A
FY2020-2023 Planned:
 \$1,000,000

Prior Year(s) Funding: N/A
Remaining Need: \$250,000

FY2019 Budget: \$121,644

Funding Source(s): Flood Control

Description & Discussion: This project consists of the design and construction of a variety of different flood control improvements and repairs to public property, rights-of-way and infrastructure. Work can include channelization, retention basins, storm sewers, pavement and concrete repair, diversion levees, and other related flood works.

Each year the City attempts to improve and protect portions of the community from flood damage and numerous areas have been addressed, with many more on the drawing board. Examples of areas that have been addressed are the lower (west of SR 95) portions

of the Chaparral and Havasupai Washes drainage basins, as well as the Silver Creek Slope Stabilization and Montana Wash Area Drainage Improvements. The drainage project for Fiscal Year 2019 will be the Sun Ridge Drainage Channel.

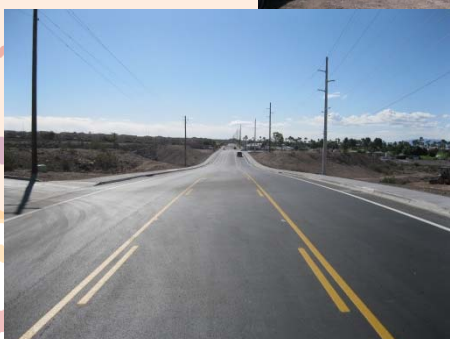
The reduction of sedimentation, erosion and flooding in various portions of the community will significantly reduce storm cleanup efforts, will enhance emergency and public access to these areas.

FY2019 Budget Distribution

Planning/Design	-
Acquisition/Relocation	-
Site Improvements	\$121,644
Construction	-
Furniture/Fixtures/Equipment	-
Other	-
Total	\$121,644

Future Yearly Operating Impact

New Staffing	-
Operational Costs	-
Total	-





CAPITAL IMPROVEMENT PLAN

FEMA CTP Project

Category: Drainage	Fund: 304	Est. Completion Date: 2021
Department: Public Works	Department Priority: 1	Location: Various
Focus Area: Flood Control	Project #: 16-E-012	
Total Project Cost: \$292,000	Prior Year(s) Funding: \$191,137	FY2019 Budget: \$50,000
FY2020-2023 Planned: \$50,000	Remaining Need: \$0	

Funding Source(s): Flood Control

Description & Discussion: The 2016 FEMA CTP Project (for FY2017) will evaluate flood risks within the City by conducting First Order Approximations (FOAs) for most of the City's watercourses. Utilizing detailed hydraulic analysis previously prepared for the City, a Letter of Map Revision (LOMR) will be prepared for the Silver Creek Wash that will remap the existing Zone AO floodplains to more accurately delineate the floodplain.

A detailed hydraulic analysis of Secret Pass Wash and Dump Wash will be conducted to confirm no breakout from Secret Pass Wash to Dump Wash, and a detailed hydraulic analysis of Soto Wash will be performed to quantify breakout flows across Bullhead Parkway and to identify mitigation solutions for containment. Subsequent year projects will concentrate on other areas of floodplain mapping and improvements.

Because of the great success with the 2014 CTP project, the City has requested that Mohave County submit another application to FEMA for the 2016 CTP project, The City and Mohave County will enter into an IGA for this project to facilitate Mohave County obtaining the FEMA grant on behalf of the City for the project, which will be funded 75% by FEMA and 25% by the City, with the County administering the grant and the consultant contract.

FY2019 Budget Distribution	
Planning/Design	\$50,000
Acquisition/Relocation	-
Site Improvements	-
Construction	-
Furniture/Fixtures/Equipment	-
Other	-
Total	\$50,000
Future Yearly Operating Impact	
New Staffing	-
Operational Costs	-
Total	-



FEMA



CAPITAL IMPROVEMENT PLAN

Comprehensive Drainage Master Plan

Category: Drainage	Fund: 304	Est. Completion Date: 2021
Department: Public Works	Department Priority: 3	Location: Various
Focus Area: Flood Control	Project #: Not Yet Assigned	
Total Project Cost: \$500,000	Prior Year(s) Funding: \$0	FY2019 Budget: \$0
FY2020-2023 Planned: \$500,000	Remaining Need: \$0	

Funding Source(s): Flood Control

Description & Discussion: The City will conduct a thorough, detailed, systematic hydraulic/hydrological evaluation of the drainage conditions that exist within the City limits, and develop strategies and specific plans to address identified deficiencies in the existing storm drainage system and recommendations for system improvements to serve current and projected land uses within the City, from both a regional and individual drainage basin standpoint.

A variety of projects have been conducted over the past few years to analyze and address specific drainage basins within the City, however no comprehensive study has been made for many years that will evaluate the

entire community and develop strategies and plans to globally address drainage.

The reduction of sedimentation, erosion and flooding in various portions of the community will significantly reduce storm cleanup efforts, will enhance emergency and public access to these areas and protect existing properties and infrastructure.

FY2019 Budget Distribution

Planning/Design	-
Acquisition/Relocation	-
Site Improvements	-
Construction	-
Furniture/Fixtures/Equipment	-
Other	-
Total	-

Future Yearly Operating Impact

New Staffing	-
Operational Costs	-
Total	-

STORMWATER DRAINAGE

The City's stormwater collection system consists of a variety of storm sewers and open drainage ditches that collect water and divert the water to major drainageways.

irrigation ditches collect stormwater in many places in the City. Depending on the amount of rainfall, stormwater flows may exceed the capacity of the ditch and spill from the ditch in

Stream Enhancement

Stream enhancement focuses on the stream corridor itself. Stable stream environments are necessary for fish and other aquatic species to survive. Riparian habitat provides a number of water quality and ecosystem functions.

Recommendations include:

- Protect and preserve the watershed's most critical and fragile areas – floodplains. Provide ample flood capacity and freeboard, allowing for increase in riparian vegetation and roughness. Integrate floodplains protection with stream channel



CAPITAL IMPROVEMENT PLAN

Arcadia Boulevard/Montana Wash Culvert Crossing

Category: Drainage
Department: Public Works

Fund: 304
Department Priority: 2

Est. Completion Date: 2021
Location: Montana Wash at Arcadia Boulevard

Focus Area: Flood Control

Project #: Not Yet Assigned

Total Project Cost: \$350,000
FY2020-2023 Planned: \$350,000

Prior Year(s) Funding: \$0
Remaining Need: \$0

FY2019 Budget: \$0

Funding Source(s): Flood Control

Description & Discussion: This project is the completion of design and construction of an all-weather culvert crossing of the Montana Wash at Arcadia Boulevard.

This project was originally included in the Ramar Road and Goldrush Road reconstruction and widening project in the mid-2000s, but was deleted at that time due to insufficient funding availability. A large part of the design is complete and design will be finished by City staff, after which it will be bid out.

The all-weather crossing will enhance emergency and public access to the area (which is sometimes shut down when storm events hit the area) and protect existing properties and infrastructure. The culvert will

help stabilize the channel of the Montana Wash, which will reduce the potential for scour and erosion (and subsequent maintenance) both upstream and downstream of the crossing.

FY2019 Budget Distribution

Planning/Design	-
Acquisition/Relocation	-
Site Improvements	-
Construction	-
Furniture/Fixtures/Equipment	-
Other	-
Total	-

Future Yearly Operating Impact

New Staffing	-
Operational Costs	-
Total	-



CAPITAL IMPROVEMENT PLAN

Bullhead Parkway Drainage Stabilization

Category: Drainage
Department: Public Works
Focus Area: Flood Control

Fund: 304
Department Priority: 1
Project #: Not Yet Assigned

Est. Completion Date: 2020
Location: Bullhead Parkway

Total Project Cost: \$400,000
FY2020-2023 Planned:
\$400,000

Prior Year(s) Funding: \$0
Remaining Need: \$0

FY2019 Budget: \$0

Funding Source(s): Flood Control

Description & Discussion: This project consists of the backfill and stabilization of eroded areas along the Bullhead Parkway.

Stabilizing the slopes on the Parkway will prevent further damage to the roadway and surrounding areas and help stabilize the washes downstream from the road crossings.

FY2019 Budget Distribution

Planning/Design	-
Acquisition/Relocation	-
Site Improvements	-
Construction	-
Furniture/Fixtures/Equipment	-
Other	-
Total	-

Future Yearly Operating Impact

New Staffing	-
Operational Costs	-
Total	-





CAPITAL IMPROVEMENT PLAN

Rotary Park Improvements

Category: Parks
Department: Public Works
Focus Area: Park Improvement

Fund: 312
Department Priority: 1
Project #: 13-C-001

Est. Completion Date: 2023
Location: Rotary Park

Total Project Cost: Over \$2,000,000
FY2020-2023 Planned: \$200,000

Prior Year(s) Funding: Over \$2,000,000
Remaining Need: TBD

FY2019 Budget: \$76,207

Funding Source(s): General Fund

Description & Discussion: This project consists of the design and construction of new ball fields (baseball, softball, soccer and football), installation of lighting and other amenities to new and existing ball fields, and additional trails and associated facilities with Rotary Park.

A 15-acre multi-use field has been constructed in Rotary Park and will require lighting and other improvements. The Tri-Plex and Four-Plex have been completed. ADA compliant ramps have been installed at the fields.

Additional amenities will be added to the park over the next few years.

FY2019 Budget Distribution

Planning/Design	-
Acquisition/Relocation	-
Site Improvements	\$76,207
Construction	-
Furniture/Fixtures/Equipment	-
Other	-
Total	\$76,207

Future Yearly Operating Impact

New Staffing	-
Operational Costs	-
Total	-



CAPITAL IMPROVEMENT PLAN

Rotary Park Pickleball Courts

Category: Parks	Fund: 312	Est. Completion Date: 2019
Department: Public Works	Department Priority: 1	Location: Rotary Park
Focus Area: Park Improvement	Project #: 17-C-003	
Total Project Cost: \$250,000	Prior Year(s) Funding: \$100,000	FY2019 Budget: \$150,000
FY2020-2023 Planned: \$0	Remaining Need: \$0	

Funding Source(s): General Fund

Description & Discussion: This project consists of the design and construction of the remaining two new Pickleball Courts in Rotary Park.

Growing demand for the sport of pickleball has hit our community. Baby boomers and new residents continue to ask for the additional courts for this very popular sport. Pickleball is a paddle sport created for all ages and skill levels. The rules are simple and the game is easy for beginners to learn, but can develop into a quick, fast-paced, competitive game for experienced players.

The location of the new courts in Rotary Park will be in proximity to paved parking and existing bathrooms.

FY2019 Budget Distribution	
Planning/Design	-
Acquisition/Relocation	-
Site Improvements	\$150,000
Construction	-
Furniture/Fixtures/Equipment	-
Other	-
Total	\$150,000
Future Yearly Operating Impact	
New Staffing	-
Operational Costs	-
Total	-



CAPITAL IMPROVEMENT PLAN

Rotary Park Tennis Courts

Category: Parks
Department: Public Works
Focus Area: Park Improvement

Fund: 312
Department Priority: 1
Project #: 18-C-002

Est. Completion Date: 2019
Location: Rotary Park

Total Project Cost: \$100,000
FY2020-2023 Planned: \$0

Prior Year(s) Funding: \$0
Remaining Need: \$0

FY2019 Budget: \$100,000

Funding Source(s): General Fund

Description & Discussion: This project consists of the design and construction of new Tennis Courts in Rotary Park, in the vicinity of the Pickleball Courts.

Currently there are no public tennis courts in any City park, and this will complement the pickleball courts and utilize the parking facilities and other amenities already constructed near the pickleball courts in Rotary Park.

FY2019 Budget Distribution

Planning/Design	-
Acquisition/Relocation	-
Site Improvements	\$100,000
Construction	-
Furniture/Fixtures/Equipment	-
Other	-
Total	\$100,000

Future Yearly Operating Impact

New Staffing	-
Operational Costs	-
Total	-





CAPITAL IMPROVEMENT PLAN

Community Park Improvements

Category: Parks	Fund: 312	Est. Completion Date: TBD
Department: Public Works	Department Priority: 1	Location: Community Park (Section 12)
Focus Area: Park Improvement	Project #: 17-C-001	
Total Project Cost: TBD	Prior Year(s) Funding: \$150,000	FY2019 Budget: \$470,677
FY2020-2023 Planned: TBD	Remaining Need: TBD	

Funding Source(s): General Fund

Description & Discussion: The development of Community Park has been a city priority for the past decade or more. The City Council has made significant progress on this park development with the recent adoption of a plan of development for the entire project. The first phase encompassed the west side of Hwy 95 with an emphasis on public access to the Colorado River. The oldest ballfield on the south side of the Chamber of Commerce is slated for removal. Additional public access will be created in this area, along with parking and simple beach front amenities.

financial support. Additional staffing will also be required in the future to maintain the park.

FY2019 Budget Distribution

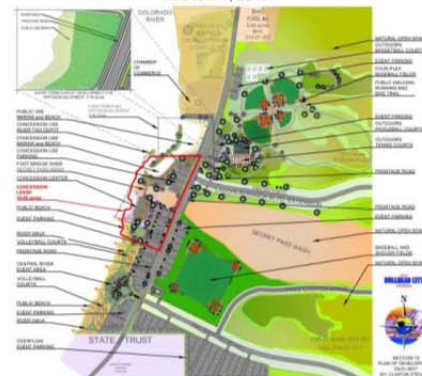
Planning/Design	-
Acquisition/Relocation	-
Site Improvements	\$470,677
Construction	-
Furniture/Fixtures/Equipment	-
Other	-
Total	\$470,677

Future Yearly Operating Impact

New Staffing	-
Operational Costs	-
Total	-

The overall development of Community Park will take many years and will need continual

SECTION 12 PLAN OF DEVELOPMENT BULLHEAD CITY, ARIZONA MARCH 1, 2017



CAPITAL IMPROVEMENT PLAN

Sunshine Marina and Associated Improvements

Category: Parks	Fund: 312	Est. Completion Date: 2019
Department: Public Works	Department Priority: 1	Location: Sunshine Marina
Focus Area: Park Improvement	Project #: 13-C-003	
Total Project Cost: \$450,000	Prior Year(s) Funding: \$0	FY2019 Budget: \$450,000
FY2020-2023 Planned: \$0	Remaining Need: \$0	

Funding Source(s): General Fund

Description & Discussion: This project consists of the design and reconstruction of the existing boat ramp and parking lot at Veterans Memorial Park at Sunshine Marina and the construction of a courtesy dock at the boat ramp, utilizing a grant from the US Fish and Wildlife Service through Arizona Game and Fish. In early 2015, staff obtained approval of the project from ASLD who agreed to increase lease terms to 25 years. Staff is in the process of obtaining the permit and grant funding.

Improvements will consist of the reconstruction of the existing boat ramp into a more functional and accessible ramp. The parking lot will also be expanded to accommodate more

parking for boat trailers and passenger vehicles.

FY2019 Budget Distribution

Planning/Design	\$10,000
Acquisition/Relocation	-
Site Improvements	\$440,000
Construction	-
Furniture/Fixtures/Equipment	-
Other	-
Total	\$450,000

Future Yearly Operating Impact

New Staffing	-
Operational Costs	-
Total	-





CAPITAL IMPROVEMENT PLAN

Gary Keith Civic Center Park Improvements

Category: Parks **Fund:** 312 **Est. Completion Date:** 2022
Department: Public Works **Department Priority:** 1 **Location:** Gary Keith Park
Focus Area: Park Improvement **Project #:** 16-C-004

Total Project Cost: \$155,000 **Prior Year(s) Funding:** \$80,000 **FY2019 Budget:** \$75,000
FY2020-2023 Planned: \$0 **Remaining Need:** \$0

Funding Source(s): General Fund

Description & Discussion: This project is for the development of Gary Keith Civic Center Park. A conceptual plan will be prepared and approved by the City after which a detailed design will be performed and ultimately construction of the improvements.

Gary Keith Civic Center Park is located at the intersection of Marina Blvd and Highway 95. It is centrally located and visible to traffic. Several activities have been held here, but few permanent improvements have been constructed. Preliminary plans for development have been discussed for many years. A group has been established to pursue securing private funds and services to perform the work.

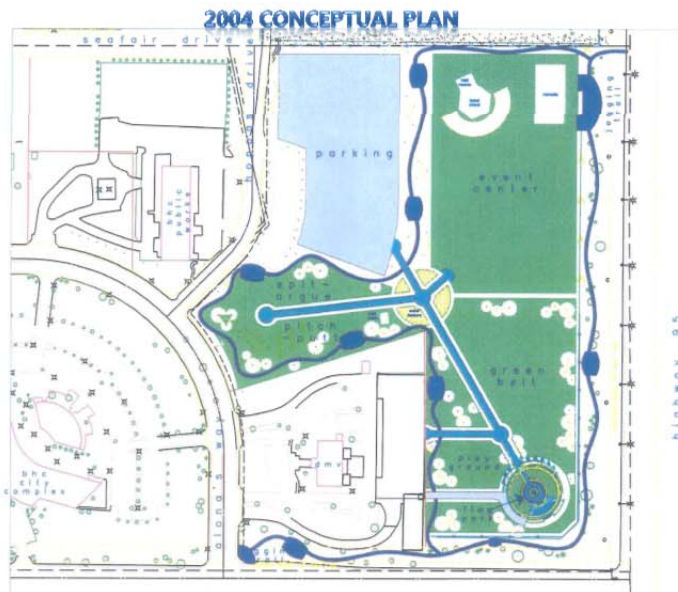
A full plan is needed, after which the improvements can be scheduled to be installed by private individuals and service organizations.

FY2018 Budget Distribution

Planning/Design	-
Acquisition/Relocation	-
Site Improvements	-
Construction	\$75,000
Furniture/Fixtures/Equipment	-
Other	-
Total	\$75,000

Future Yearly Operating Impact

New Staffing	-
Operational Costs	-
Total	-





CAPITAL IMPROVEMENT PLAN

Corwin Road Traffic Signal

Category: Transportation **Fund:** 313 **Est. Completion Date:** 2018
Department: Public Works **Department Priority:** 1 **Location:** Highway 95 & Corwin
Focus Area: Street Maintenance **Project #:** 15-E-009

Total Project Cost: \$362,123 **Prior Year(s) Funding:** \$42,123 **FY2019 Budget:** \$320,000
FY2020-2023 Planned: \$0 **Remaining Need:** \$0

Funding Source(s): Highway User Revenue Funds (HURF)

Description & Discussion: This project consists of the construction of a traffic signal at the intersection of Highway 95 and Corwin Road. Data has shown a number of vehicle accidents have occurred from south of city limits to Long Avenue near the Mohave Crossroads Shopping Center, including three fatalities. This signal will help minimize accidents caused by drivers attempting to make a left turn at the top of the hill from Corwin.

The City is working with Arizona Department of Transportation (ADOT) on this project. ADOT will pursue Minor Project Funding to construct a southbound turn lane at Highway 95 and

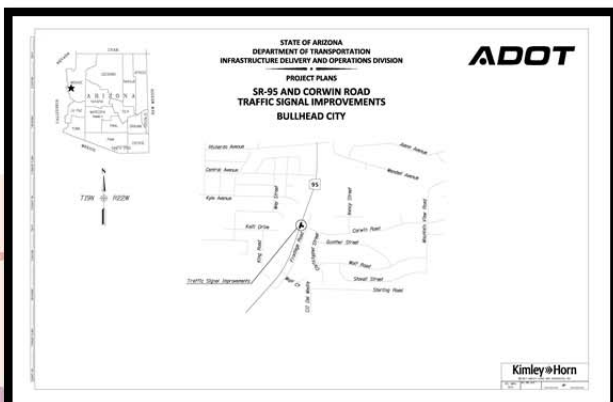
Marina. This will compensate the City for two-thirds the cost of design and construction of the Corwin signal.

FY2019 Budget Distribution

Planning/Design	-
Acquisition/Relocation	-
Site Improvements	-
Construction	320,000
Furniture/Fixtures/Equipment	-
Other	-
Total	320,000

Future Yearly Operating Impact

New Staffing	-
Operational Costs	-
Total	-





CAPITAL IMPROVEMENT PLAN

Landon Road Extension

Category: Transportation **Fund:** 313 **Est. Completion Date:** TBD
Department: Public Works **Department Priority:** 1 **Location:** Landon Road
Focus Area: Street Maintenance **Project #:** 17-E-005

Total Project Cost: \$1,200,000 **Prior Year(s) Funding:** \$0 **FY2019 Budget:** \$0
FY2020-2023 Planned: **Remaining Need:** \$0
 \$1,200,000

Funding Source(s): Highway User Revenue Funds (HURF)

Description & Discussion: This project consists of the construction of a two-lane roadway completing the end of Landon Road near Sunrise Elementary School to Sunridge Estates subdivision. Drainage issues will also be corrected.

Currently, the west end of Landon Road is unpassable. The roadway ends at the south end of Sunridge Estates. The completed roadway will provide access to Sunridge Estates from the Bullhead Parkway by way of Landon Road and provide a detour for accidents that occur on the Laughlin Bridge.

FY2019 Budget Distribution

Planning/Design	-
Acquisition/Relocation	-
Site Improvements	-
Construction	-
Furniture/Fixtures/Equipment	-
Other	-
Total	-

Future Yearly Operating Impact

New Staffing	-
Operational Costs	-
Total	-





CAPITAL IMPROVEMENT PLAN

Arcadia Boulevard Extension

Category: Transportation
Department: Public Works
Focus Area: Street Maintenance

Fund: 313
Department Priority: 2
Project #: 17-E-010

Est. Completion Date: TBD
Location: Arcadia Boulevard

Total Project Cost: \$1,500,000
FY2020-2023 Planned:
 \$1,500,000

Prior Year(s) Funding: \$0
Remaining Need: \$0

FY2018 Budget: \$0

Funding Source(s): Highway User Revenue Funds (HURF)

Description & Discussion: This project consists of the design and construction of a new two-lane north-south roadway connecting North Oatman Road to Arcadia Boulevard, which will provide some storm water attenuation downstream. This will help with traffic on the Parkway and Highway 95 and provide emergency access along the corridor. Sedimentation basins along the upstream side of the roadway will help reduce sedimentation buildup after storm events.

The roadway will be planned to allow for the future widening to 5 lanes. The acquisition of the right-of-way will be paid for with Flood

Control funds and construction will be paid for with HURF.

FY2019 Budget Distribution

Planning/Design	-
Acquisition/Relocation	-
Site Improvements	-
Construction	-
Furniture/Fixtures/Equipment	-
Other	-
Total	-

Future Yearly Operating Impact

New Staffing	-
Operational Costs	-
Total	-





CAPITAL IMPROVEMENT PLAN

Bullhead Parkway Reconstruction

Category: Transportation	Fund: 313	Est. Completion Date: 2021
Department: Public Works	Department Priority: 2	Location: Bullhead Parkway
Focus Area: Street Maintenance	Project #: 17-E-006	

Total Project Cost: \$12,000,000	Prior Year(s) Funding: \$0	FY2019 Budget: \$0
FY2019-2022 Planned: \$12,000,000	Remaining Need: \$0	

Funding Source(s): Highway User Revenue Funds (HURF)

Description & Discussion: This project consists of the complete reconstruction and improvement of the Bullhead Parkway. Included will be the installation of bicycle paths along the entire length as well as drainage and safety related improvements to protect the Parkway and enhance vehicular and non-motorized traffic safety.

The Parkway was originally constructed in the early 1990s and was widened to 4 lanes and a rubberized overlay applied in the mid-2000. Since then, the Parkway has only undergone routine maintenance.

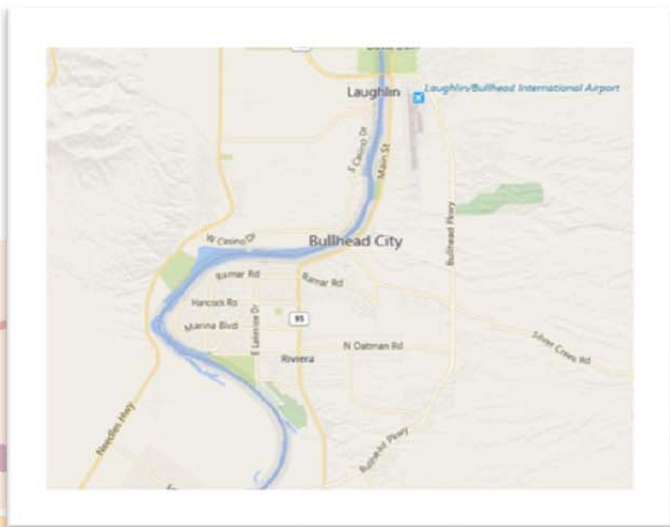
The pavement has exceeded its anticipated design life and will require complete reconstruction to insure it remains the viable second-most important roadway in our community.

FY2019 Budget Distribution

Planning/Design	-
Acquisition/Relocation	-
Site Improvements	-
Construction	-
Furniture/Fixtures/Equipment	-
Other	-
Total	-

Future Yearly Operating Impact

New Staffing	-
Operational Costs	-
Total	-





CAPITAL IMPROVEMENT PLAN

Original Bullhead City Street Improvements

Category: Transportation	Fund: 313	Est. Completion Date: 2019
Department: Public Works	Department Priority: 1	Location: Original Bullhead City area west of Highway 95
Focus Area: Street Maintenance	Project #: 17-E-016	
Total Project Cost: \$815,000	Prior Year(s) Funding: \$0	FY2019 Budget: \$815,000
FY2020-2023 Planned: \$0	Remaining Need: \$0	

Funding Source(s): CDBG and Highway User Revenue Funds (HURF)

Description & Discussion: This project consists of road improvements in the Original Bullhead City area just south of Bullhead-Laughlin Bridge. This project is funded by a Community Development Block Grant from the Arizona Department of Housing (ADOH). ADOH works with Western Arizona Council of Governments (WACOG) and eligible applicants such as Bullhead City.

The project consists of drainage and roadway improvements in Original Bullhead City west of Highway 95. Approximately 1.7 miles of existing roadway will be reconstructed, and curb, gutter and sidewalk will be added. Original Bullhead was identified as a qualifying

area because it is generally a low-moderate income residential area with deteriorating streets.

FY2019 Budget Distribution

Planning/Design	-
Acquisition/Relocation	-
Site Improvements	815,000
Construction	-
Furniture/Fixtures/Equipment	-
Other	-
Total	815,000

Future Yearly Operating Impact

New Staffing	-
Operational Costs	-
Total	-





CAPITAL IMPROVEMENT PLAN

Bullhead-Laughlin Second Bridge

Category: Transportation
Department: Public Works
Focus Area: Bridges

Fund: 315
Department Priority: 1
Project #: 02-E-020

Est. Completion Date: 2019
Location: Bullhead/River

Total Project Cost: \$3,128,400
FY2020-2023 Planned: \$0

Prior Year(s) Funding: \$29,696
Remaining Need: \$0

FY2019 Budget: \$3,098,704

Funding Source(s): Loan Proceeds

Description & Discussion: This project is for the right-of-way acquisition and construction of the approach roadway for Bullhead Parkway for the Second Bridge, from its current terminus near Mohave Crossroads to the new bridge over the Colorado River.

The City, Clark County and Regional Transportation Commission of Southern Nevada have conducted considerable planning and an extensive environmental analysis complying with NEPA regulations has been undertaken and completed on this project, which consisted of 5 lanes of traffic plus multimodal facilities, culminating in the issuance of a Finding of No Significant Impact (FONSI) by the Federal Highway Administration (FHWA) to consider a phased approach to constructing the bridge, which would consist of a 2-lane bridge and sidewalks/bike path, which was approved on January 22, 2015.

Additional maintenance of the bridge would be required and would be shared by Bullhead City and Clark County. The second bridge would enhance access to the southern portion of Laughlin and Bullhead City, and will lessen traffic on the northern portions of State Route 95 through Bullhead City, thereby reducing congestion and other impacts associated with higher traffic volumes.

FY2019 Budget Distribution

Planning/Design	-
Acquisition/Relocation	-
Site Improvements	-
Construction	\$3,098,704
Furniture/Fixtures/Equipment	-
Other	-
Total	\$3,098,704

Future Yearly Operating Impact

New Staffing	-
Operational Costs	-
Total	-



CAPITAL IMPROVEMENT PLAN

16-2, 18-1 & 18-2 Lift Stations Wet Well Rehabs

Category: Wastewater
Department: Public Works

Fund: 520
Department Priority: 1

Est. Completion Date: 2020
Location: 16-2, 18-1 & 18-2 Lift Stations

Focus Area: Sewer Improvements

Project #: Not yet assigned

Total Project Cost: \$600,000
FY2020-2023 Planned: \$444,000

Prior Year(s) Funding: \$0
Remaining Need: \$0

FY2019 Budget: \$156,000

Funding Source(s): Enterprise Fund

Description & Discussion: This project consists of the rehabilitation of the concrete wet wells at these lift stations, including the bypassing of wastewater flows at each site, the removal of all deteriorated concrete from the insides of each wet well, the placement of new concrete to repair the wet well walls and then the coating of each wet well with a protective coating to prevent/inhibit corrosion of the concrete in the future.

These concrete wet wells have experienced significant corrosion and will continue to corrode until they have become structurally

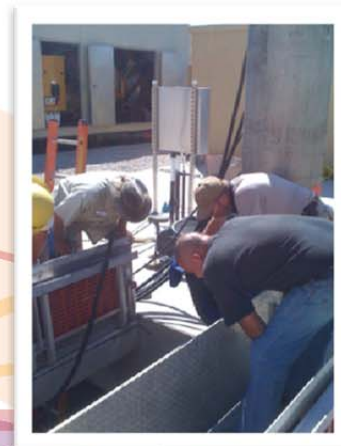
unsound unless the process is halted and the structures are repaired.

FY2019 Budget Distribution

Planning/Design	-
Acquisition/Relocation	-
Site Improvements	156,000
Construction	-
Furniture/Fixtures/Equipment	-
Other	-
Total	\$156,000

Future Yearly Operating Impact

New Staffing	-
Operational Costs	-
Total	-





CAPITAL IMPROVEMENT PLAN

16-2 Lift Station Controls Upgrade

Category: Wastewater
Department: Public Works

Fund: 520
Department Priority: 1

Est. Completion Date: 2019
Location: 16-2 Lift Station at Riverfront and Clubhouse

Focus Area: Sewer Improvements

Project #: 17-E-008

Total Project Cost: \$300,000
FY2020-2023 Planned: \$0

Prior Year(s) Funding: \$0
Remaining Need: \$0

FY2019 Budget: \$300,000

Funding Source(s): Enterprise Fund

Description & Discussion: This project consists of the design and construction of new, updated electronic and solid state controls and equipment for the 16-2 Lift Station. Because of importance of this lift station and its close proximity to the Colorado River, it is imperative that proper controls and reliable equipment be in place.

The original 16-2 Lift station was constructed many years ago and an expansion was performed in the 1990s. A second lift station was installed at the site in 2008, to provide flexibility in either pumping flows to the Section 10 WWTP, the Section 18 WWTP or both. Much of the controls and equipment at the site are from the original expansion project.

The new electrical controls and equipment will provide more reliable operation of the lift stations and will also allow greater monitoring functionality with our new SCADA System. This will enhance efficiency and emergency response, and should reduce or even eliminate electrical failures.

FY2019 Budget Distribution

Planning/Design	-
Acquisition/Relocation	-
Site Improvements	300,000
Construction	-
Furniture/Fixtures/Equipment	-
Other	-
Total	\$300,000

Future Yearly Operating Impact

New Staffing	-
Operational Costs	-
Total	-





CAPITAL IMPROVEMENT PLAN

Chaparral Lift Station Replacement

Category: Wastewater
Department: Public Works
Focus Area: Sewer Improvements

Fund: 520
Department Priority: 2
Project #: 15-E-002

Est. Completion Date: 2019
Location: Chaparral Golf Course

Total Project Cost: \$300,000
FY2020-2023 Planned: \$300,000

Prior Year(s) Funding: \$0
Remaining Need: \$0

FY2019 Budget: \$0

Funding Source(s): Enterprise Fund

Description & Discussion: This project consists of the design and construction of a gravity sewer piping and manholes to bypass the existing Chaparral Lift Station located within the Chaparral Golf Course, thereby allowing the lift station to be abandoned and removed.

The existing Chaparral Lift Station is old and deteriorated and has exceeded its useful life. During preparation of the Section 208 Update and Sewer Master Plan a computer hydraulic model of the City's existing sewer system was prepared and then evaluated. It was determined that the construction of some gravity sewer pipe would allow the lift station to be bypassed and abandoned, thereby eliminating all future electrical and maintenance costs, as well as the replacement of the lift station, which would have been

required in the next few years. Upon approval from ADEQ, construction will be scheduled.

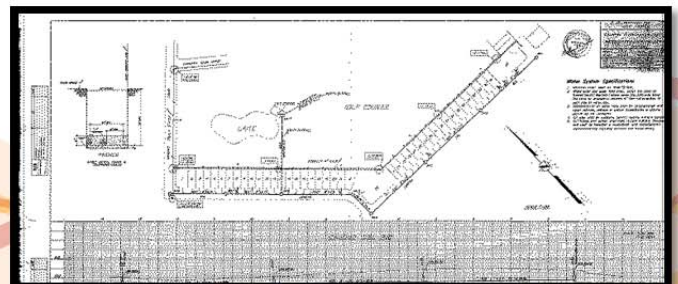
The elimination of the existing sewer lift station will reduce operating expenses and also another potential location for mechanical and/or electrical emergencies to occur.

FY2019 Budget Distribution

Planning/Design	-
Acquisition/Relocation	-
Site Improvements	-
Construction	-
Furniture/Fixtures/Equipment	-
Other	-
Total	-

Future Yearly Operating Impact

New Staffing	-
Operational Costs	-
Total	-





CAPITAL IMPROVEMENT PLAN

Primrose Lift Station Controls Upgrade

Category: Wastewater
Department: Public Works
Focus Area: Sewer Improvements

Fund: 520
Department Priority: 2
Project #: 18-E-002

Est. Completion Date: 2019
Location: Primrose Lane

Total Project Cost: \$100,000
FY2020-2023 Planned: \$0

Prior Year(s) Funding: \$0
Remaining Need: \$0

FY2019 Budget: \$100,000

Funding Source(s): Enterprise Fund

Description & Discussion: This project consists of the design and construction of new, updated electronic and solid state controls and equipment for the Primrose Lift Station.

The Primrose Lift Station was completed in the 1990s and the electrical controls and equipment at the lift station are in excess of 15 years old, and have reached or exceeded the end of their useful life. Because of importance of this lift station to the City's sewage collection system it is imperative that proper controls and reliable equipment be in place.

The new electrical controls and equipment will provide more reliable operation of the lift station and will also allow greater monitoring

functionality with our new SCADA System. This will enhance efficiency and emergency response, and should reduce or even eliminate electrical failures.

FY2019 Budget Distribution

Planning/Design	-
Acquisition/Relocation	-
Site Improvements	100,000
Construction	-
Furniture/Fixtures/Equipment	-
Other	-
Total	100,000

Future Yearly Operating Impact

New Staffing	-
Operational Costs	-
Total	-



CAPITAL IMPROVEMENT PLAN

River Retreat (16-3) Lift Station Replacement

Category: Wastewater
Department: Public Works
Focus Area: Sewer Improvements

Fund: 520
Department Priority: 2
Project #: 18-E-003

Est. Completion Date: 2019
Location: Riverfront Drive

Total Project Cost: \$300,000
FY2020-2023 Planned: \$30,000

Prior Year(s) Funding: \$0
Remaining Need: \$0

FY2019 Budget: \$0

Funding Source(s): Enterprise Fund

Description & Discussion: This project consists of the design and construction of a replacement packaged lift station for this small neighborhood lift station.

The River Retreat lift station has been in operation for many years and has been maintained and monitored by the Utilities Division. Due to its age and the low flows from this neighborhood, the tank, pumps and other components have worn out and require replacement.

When this lift station is replaced it will be more reliable and efficient, and better for the environment. It will require less maintenance than the current one.

FY2019 Budget Distribution

Planning/Design	-
Acquisition/Relocation	-
Site Improvements	-
Construction	-
Furniture/Fixtures/Equipment	-
Other	-
Total	-

Future Yearly Operating Impact

New Staffing	-
Operational Costs	-
Total	-



CAPITAL IMPROVEMENT PLAN

Palo Verde (10-5) Lift Station Capacity Increase

Category: Wastewater
Department: Public Works
Focus Area: Sewer Improvements

Fund: 520
Department Priority: 3
Project #: Not yet assigned

Est. Completion Date: 2022
Location: Country Club Drive

Total Project Cost: \$50,000
FY2020-2023 Planned: \$50,000

Prior Year(s) Funding: \$0
Remaining Need: \$0

FY2019 Budget: \$0

Funding Source(s): Enterprise Fund

Description & Discussion: In accordance with the Section 208 Wastewater Master Plan prepared in 2012, the Palo Verde Meadows Lift Station will require an increase in pumping capacity to meet future needs.

This project will consist of the purchase and installation of new pumps, motors and electrical controls to meet future wastewater flows expected at the lift station.

FY2019 Budget Distribution

Planning/Design	-
Acquisition/Relocation	-
Site Improvements	-
Construction	-
Furniture/Fixtures/Equipment	-
Other	-
Total	-

Future Yearly Operating Impact

New Staffing	-
Operational Costs	-
Total	-

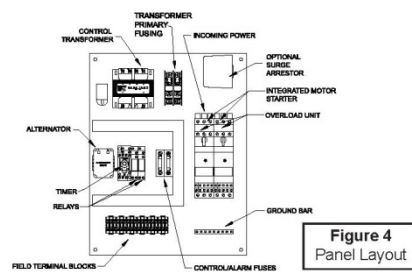


Figure 4
Panel Layout



CAPITAL IMPROVEMENT PLAN

18-2 Lift Station Odor Control

Category: Wastewater
Department: Public Works

Fund: 520
Department Priority: 2

Est. Completion Date: 2022
Location: 18-2 Lift Station
 across from Community Park

Focus Area: Sewer
 Improvements

Project #: Not Yet Assigned

Total Project Cost: \$150,000
FY2020-2023 Planned:
 \$150,000

Prior Year(s) Funding: \$0
Remaining Need: \$0

FY2018 Budget: \$0

Funding Source(s): Enterprise Fund

Description & Discussion: This project is for the design and construction of an odor control system that would collect and treat sewer odors from the 18-1 Lift Station. This will also help reduce corrosion of concrete manholes, vaults, equipment, pipes and covers in the Headworks portion of the Section 18 WWTP that occurs when the primary odor causing chemical, Hydrogen Sulfide (H₂S) changes to Sulfuric Acid (H₂SO₄).

Because of relatively flat topography of the area of Original Bullhead and the long force mains from the 18-1 & 18-2 Lift Stations to the Section 18 Treatment Plant, the transit time of sewage to reach the Section 18 WWTP is quite long. These conditions, as well as the warmer ambient temperature of Bullhead City, result in

the generation of H₂S and subsequently H₂SO₄. This project will minimize the odors generated in the area and will also reduce the amount of H₂SO₄ in the sewer system which will also reduce corrosion.

FY2018 Budget Distribution

Planning/Design	-
Acquisition/Relocation	-
Site Improvements	-
Construction	-
Furniture/Fixtures/Equipment	-
Other	-
Total	-

Future Yearly Operating Impact

New Staffing	-
Operational Costs	-
Total	-





CAPITAL IMPROVEMENT PLAN

Laughlin Ranch Lift Station Upgrade

Category: Wastewater
Department: Public Works
Focus Area: Sewer Improvements

Fund: 520
Department Priority: 2
Project #: Not Yet Assigned

Est. Completion Date: 2021
Location: Laughlin Ranch

Total Project Cost: \$150,000
FY2020-2023 Planned: \$150,000

Prior Year(s) Funding: \$0
Remaining Need: \$0

FY2019 Budget: \$0

Funding Source(s): Enterprise Fund

Description & Discussion: This project is for the design and construction of new, updated electronic and solid state controls and equipment for the Laughlin Ranch Lift Station.

The Laughlin Ranch Lift Station was completed in the mid-2000s and the electrical controls and equipment at the lift station are in excess of 10 years old, and within the next few years will reach the end of their useful life. Because of importance of this lift station to the City's sewage collection system it is imperative that proper controls and reliable equipment be in place.

The new electrical controls and equipment will provide more reliable operation of the lift station and will also allow greater monitoring

functionality with our new SCADA System. This will enhance efficiency and emergency response, and should reduce or even eliminate electrical failures.

FY2019 Budget Distribution

Planning/Design	-
Acquisition/Relocation	-
Site Improvements	-
Construction	-
Furniture/Fixtures/Equipment	-
Other	-
Total	-

Future Yearly Operating Impact

New Staffing	-
Operational Costs	-
Total	-



CAPITAL IMPROVEMENT PLAN

Manhole Rehabilitation

Category: Wastewater
Department: Public Works
Focus Area: Sewer Improvements

Fund: 520
Department Priority: 3
Project #: 17-E-015

Est. Completion Date: Ongoing
Location: Various

Total Project Cost: \$150,000

Prior Year(s) Funding:
\$150,000

FY2019 Budget: \$0

FY2020-2023 Planned:
\$150,000

Remaining Need: \$250,000

Funding Source(s): Enterprise Fund

Description & Discussion: This project consists of the rehabilitation of existing sewer manholes which have exhibited severe corrosion of the concrete utilizing one of two methods; polymer aggregate inserts or cleaning/prepping and recoating with corrosion resistant concrete.

Phase 1 of this project was bid out in early 2014 as a combined project, with both types of rehabilitation in the same project, however only one bid was received and exceeded the estimate, therefore the project was bid out in 2015 utilizing just one of the rehabilitation methods (recoating). Phase 1 was successfully completed utilizing the recoating method, and future projects will concentrate on this method.

Ultimately, this will enhance the sewer collection system by maintaining adequate access to the sewer lines for maintenance, cleaning and monitoring.

FY2019 Budget Distribution

Planning/Design	-
Acquisition/Relocation	-
Site Improvements	-
Construction	-
Furniture/Fixtures/Equipment	-
Other	-
Total	-

Future Yearly Operating Impact

New Staffing	-
Operational Costs	-
Total	-



CAPITAL IMPROVEMENT PLAN

Miscellaneous Sewer Improvements

Category: Wastewater
Department: Public Works
Focus Area: Sewer Improvements

Fund: 520
Department Priority: 2
Project #: Various

Est. Completion Date: Ongoing
Location: Various

Total Project Cost: \$200,000 annually

Prior Year(s) Funding: N/A

FY2019 Budget: \$0

FY2020-2023 Planned: \$719,000

Remaining Need: \$200,000/year

Funding Source(s): Enterprise Fund

Description & Discussion: This project consists of the design and construction of a variety of miscellaneous sewer improvements and repairs, including sewer lines, manholes, vaults, borings and related activities.

A variety of improvements have been undertaken over the years including the upsizing of sewer mains, repair of pipe and manholes, pump out and abandonment of septic tanks and other vaults, etc.

These improvements and repairs protect the environment and the public health by upsizing sewer facilities to eliminate surcharging and corrosion of manholes and reduce operating

costs and efforts by reducing sewer plugging, reduce wastewater treatment operations, improve energy efficiency, etc.

FY2019 Budget Distribution

Planning/Design	-
Acquisition/Relocation	-
Site Improvements	-
Construction	-
Furniture/Fixtures/Equipment	-
Other	-
Total	-

Future Yearly Operating Impact

New Staffing	-
Operational Costs	-
Total	-





CAPITAL IMPROVEMENT PLAN

Georgia Lane Sewer Project Phase 2

Category: Wastewater
Department: Public Works
Focus Area: Sewer Improvements

Fund: 520
Department Priority: 2
Project #: 12-E-012

Est. Completion Date: 2019
Location: Georgia Lane

Total Project Cost: \$100,000
FY2020-2023 Planned: \$100,000

Prior Year(s) Funding: \$0
Remaining Need: \$0

FY2019 Budget: \$0

Funding Source(s): Enterprise Fund

Description & Discussion: This project consists of the design and construction of a sewer force main to serve properties along Georgia Lane and SR 95 north of the intersection with Georgia Lane that are not currently on the city sewer system.

The elimination of septic systems will reduce discharge of pollutants into the groundwater and ultimately into the Colorado River, which is next to this location. Water quality will be preserved and the sewer effluent will be recovered for future reuse.

Sewer Improvement Districts 1 – 3 were completed in 2007/8 and resulted in the far majority of the City being sewered, however some small pockets of land were not included in the original boundaries of SIDs 1-3. One of these areas is the Georgia Lane area, and staff has begun design of sewers to serve this area, and already replaced a sewer line in the vicinity to facilitate the sewerage.

FY2019 Budget Distribution

Planning/Design	-
Acquisition/Relocation	-
Site Improvements	-
Construction	-
Furniture/Fixtures/Equipment	-
Other	-
Total	-

Future Yearly Operating Impact

New Staffing	-
Operational Costs	-
Total	-





CAPITAL IMPROVEMENT PLAN

Effluent Reuse/Disposal Master Plan

Category: Wastewater	Fund: 520	Est. Completion Date: 2020
Department: Public Works	Department Priority: 3	Location: Section 10 Wastewater Treatment Plant
Focus Area: Sewer Improvements	Project #: Not Yet Assigned	
Total Project Cost: \$50,000	Prior Year(s) Funding: \$0	FY2019 Budget: \$0
FY2020-2023 Planned: \$50,000	Remaining Need: \$0	

Funding Source(s): Enterprise Fund

Description & Discussion: This project is for the preparation of a detailed effluent reuse and disposal master plan for the community. As water resources become scarcer, and costs to dispose of effluent become higher, a sound plan for the reuse and possible disposal of effluent will be beneficial to provide the City with multiple options for maximizing water resources while reducing costs.

Effluent reuse and disposal was evaluated on a region-wide basis in the 2013 Section 208 Regional Water Quality Plant Update, and set the stage for more detailed planning and development of a specific strategy to maximize this valuable resource. Maximizing effluent reuse will increase the City's water resources and improve reliability, and can enhance

revenues for maintenance of the wastewater system. It will also provide the City with the most cost-effective options for disposing of treated effluent if reuse is not available or viable in certain areas, or times of year.

FY2019 Budget Distribution

Planning/Design	-
Acquisition/Relocation	-
Site Improvements	-
Construction	-
Furniture/Fixtures/Equipment	-
Other	-
Total	-

Future Yearly Operating Impact

New Staffing	-
Operational Costs	-
Total	-

These figures are estimates for informational purposes only. They do not represent a commitment of funds. The City of Bullhead City is not responsible for the accuracy of the information provided in this document. The City of Bullhead City is not responsible for the accuracy of the information provided in this document. The City of Bullhead City is not responsible for the accuracy of the information provided in this document.

Category	Description	Amount
1	Administrative	
2	Professional Services	
3	Construction	
4	Equipment	
5	Materials	
6	Travel	
7	Utilities	
8	Wages	
9	Other	
10	Total	



CAPITAL IMPROVEMENT PLAN

North-South Interlink

Category: Wastewater
Department: Public Works

Fund: 520
Department Priority: 1

Est. Completion Date: 2020
Location: North and South ends of City limits

Focus Area: Sewer Improvements

Project #: 18-E-006

Total Project Cost: \$750,000
FY2020-2023 Planned: \$750,000

Prior Year(s) Funding: \$0
Remaining Need: \$0

FY2019 Budget: \$0

Funding Source(s): Enterprise Fund

Description & Discussion: This project is for more flexibility in operations of both Section 10 and Section 18 Wastewater Treatment Plants.

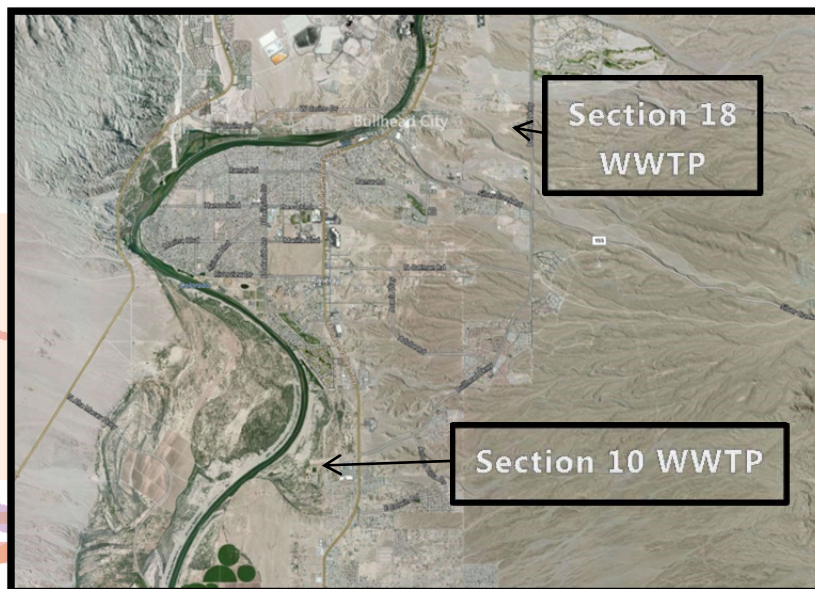
This new 12" interlink line will add to the existing 8" interlink line capacity by routing flows from/to either of these two plants. This will help direct flows where more capacity of effluent demand exists so our resources are optimally utilized.

FY2019 Budget Distribution

Planning/Design	-
Acquisition/Relocation	-
Site Improvements	-
Construction	-
Furniture/Fixtures/Equipment	-
Other	-
Total	-

Future Yearly Operating Impact

New Staffing	-
Operational Costs	-
Total	-



CAPITAL IMPROVEMENT PLAN

SR 95 Sewer Upgrade

Category: Wastewater
Department: Public Works
Focus Area: Sewer Improvements

Fund: 520
Department Priority: 1
Project #: Not Yet Assigned

Est. Completion Date: 2020
Location: Highway 95

Total Project Cost: \$75,000
FY2020-2023 Planned: \$75,000

Prior Year(s) Funding: \$0
Remaining Need: \$0

FY2019 Budget: \$0

Funding Source(s): Enterprise Fund

Description & Discussion: This project consists of the installation of sewer lines and manholes at certain locations to divert flows.

The near-capacity sewer lines will be connected to the existing larger sewer line from southwest of Silver Creek Road to the 16-2 Lift Station. This will provide additional capacity to sewer properties along SR 95 and to divert flows from the north to the Section 10 WWTP.

FY2019 Budget Distribution

Planning/Design	-
Acquisition/Relocation	-
Site Improvements	-
Construction	-
Furniture/Fixtures/Equipment	-
Other	-
Total	-

Future Yearly Operating Impact

New Staffing	-
Operational Costs	-
Total	-





CAPITAL IMPROVEMENT PLAN

West Branch Trunk Line Rehabilitation

Category: Wastewater
Department: Public Works

Fund: 520
Department Priority: 2

Est. Completion Date: 2020
Location: Southwest Portion of Bullhead City

Focus Area: Sewer Improvements

Project #: 15-E-003

Total Project Cost: \$800,000
FY2020-2023 Planned: \$800,000

Prior Year(s) Funding: \$0
Remaining Need: \$0

FY2019 Budget: \$0

Funding Source(s): Enterprise Fund

Description & Discussion: This project consists of the design and construction of improvements to repair damaged joints and lining on the existing West Branch large diameter sewer line upstream from Section 10 Wastewater Treatment Plant.

As a part of the Section 208 Plan Update, the consultant conducted a preliminary review of the video monitoring data and confirmed that some deterioration of the joints of the concrete sewer pipe, which has a PVC liner, was occurring, along with some deterioration of the concrete under the PVC liner. Design of the proper repair technique will begin later in 2018, with construction expected to occur in Fiscal Year 2018-19.

If left unchecked, the pipe could eventually fail and collapse, creating a catastrophic situation as this line is the main line conveying flows to the Section 10 WWTP.

FY2019 Budget Distribution

Planning/Design	-
Acquisition/Relocation	-
Site Improvements	800,000
Construction	-
Furniture/Fixtures/Equipment	-
Other	-
Total	800,000

Future Yearly Operating Impact

New Staffing	-
Operational Costs	-
Total	-





CAPITAL IMPROVEMENT PLAN

Lakeside Odor Control

Category: Wastewater
Department: Public Works

Fund: 520
Department Priority: 2

Est. Completion Date: 2020
Location: Lakeside Drive
 between Hancock and Marina

Focus Area: Sewer
 Improvements

Project #: Not Yet Assigned

Total Project Cost: \$200,000
FY2020-2023 Planned:
 \$200,000

Prior Year(s) Funding: \$0
Remaining Need: \$0

FY2019 Budget: \$0

Funding Source(s): Enterprise Fund

Description & Discussion: This project is for the installation of an odor control unit on Lakeside Drive somewhere between Marina Boulevard and Hancock Road.

Odor complaints have significantly decreased after the recent completion of the 18-4 Lift Station at Chaparral Drive and Lakeside Drive intersection with a state-of-the-art odor control unit. We feel another unit further north would be useful to eliminate any remaining odors. The main sewer line from Ramar Road to Chaparral Drive along Lakeside Drive is the source of most odor complaints.

FY2019 Budget Distribution

Planning/Design	-
Acquisition/Relocation	-
Site Improvements	-
Construction	-
Furniture/Fixtures/Equipment	-
Other	-
Total	-

Future Yearly Operating Impact

New Staffing	-
Operational Costs	-
Total	-





CAPITAL IMPROVEMENT PLAN

Sewer Model Update

Category: Wastewater
Department: Public Works
Focus Area: Sewer Improvements

Fund: 520
Department Priority: 3
Project #: Not Yet Assigned

Est. Completion Date: 2020
Location: Various locations

Total Project Cost: \$75,000
FY2020-2023 Planned: \$75,000

Prior Year(s) Funding: \$0
Remaining Need: \$0

FY2019 Budget: \$0

Funding Source(s): Enterprise Fund

Description & Discussion: In 2012/13, in conjunction with the Section 208 Wastewater Master Plan Update, a computer model of the City's sewer system was prepared. This has been utilized since then to help design new projects and confirm capacity of the system to accept new sewer flows from new development.

The preparing of the computer model and the database it operates on is very complex and specialized, and City staff is not trained to perform detailed modeling and debugging of the system. Therefore, this project will consist of hiring a consultant that is experienced with the type of modeling system the City uses to collect system data, update the model and correct any errors in the existing model that are discovered. In addition, this consultant will

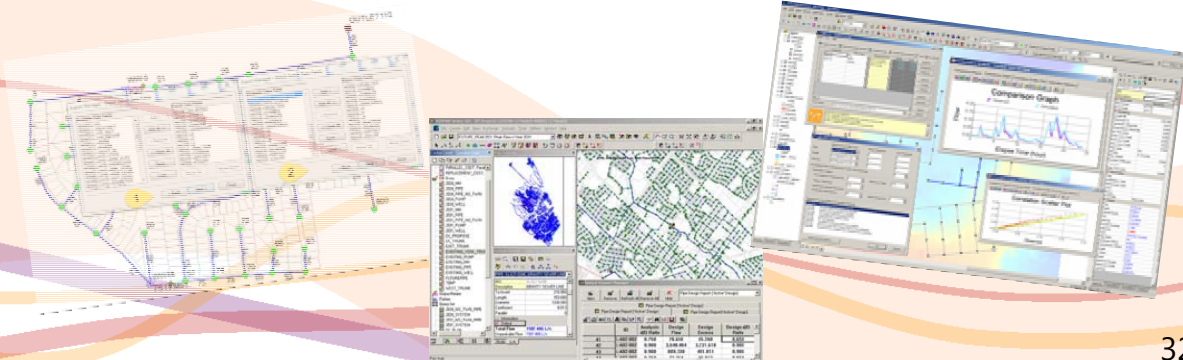
conduct calibration studies to confirm that the updated model adequately represents the City's sewer system, and provide City staff with training to operate the model to conduct design and confirm system capacities for new developments.

FY2019 Budget Distribution

Planning/Design	-
Acquisition/Relocation	-
Site Improvements	-
Construction	-
Furniture/Fixtures/Equipment	-
Other	-
Total	-

Future Yearly Operating Impact

New Staffing	-
Operational Costs	-
Total	-





CAPITAL IMPROVEMENT PLAN

Georgia Lane Sewer Project Phase 3

Category: Wastewater
Department: Public Works
Focus Area: Sewer Improvements

Fund: 520
Department Priority: 2
Project #: Not yet assigned

Est. Completion Date: 2021
Location: Georgia Lane

Total Project Cost: \$100,000
FY2020-2023 Planned: \$100,000

Prior Year(s) Funding: \$0
Remaining Need: \$0

FY2019 Budget: \$0

Funding Source(s): Enterprise Fund

Description & Discussion: This project consists of the installation of a sewer force main from Georgia Lane north along SR 95 to provide sewer service to several existing and vacant properties on the west side of SR 95. This phase will complete the Georgia Lane sewer project and will provide sewer service to all existing and vacant properties in the Georgia Lane area that were not previously sewered.

Sewer Improvement Districts 1 – 3 were completed in 2007/8 and resulted in the far majority of the City being sewered, however some small pockets of land were not included in the original boundaries of SIDs 1-3. One of these areas is the Georgia Lane area, and staff has begun design of sewers to serve this area, and already replaced a sewer line in the vicinity to facilitate the sewerage.

The elimination of septic systems will reduce discharge of pollutants into the groundwater and ultimately into the Colorado River, which is next to this location. Water quality will be preserved and the sewer effluent will be recovered for future reuse.

FY2019 Budget Distribution

Planning/Design	-
Acquisition/Relocation	-
Site Improvements	-
Construction	-
Furniture/Fixtures/Equipment	-
Other	-
Total	-

Future Yearly Operating Impact

New Staffing	-
Operational Costs	-
Total	-





CAPITAL IMPROVEMENT PLAN

Lakeside Sewer Force Main Connections Evaluation

Category: Wastewater
Department: Public Works
Focus Area: Sewer Improvements

Fund: 520
Department Priority: 2
Project #: Not yet assigned

Est. Completion Date: 2021
Location: Lakeside Drive

Total Project Cost: \$100,000
FY2020-2023 Planned: \$100,000

Prior Year(s) Funding: \$0
Remaining Need: \$0

FY2019 Budget: \$0

Funding Source(s): Enterprise Fund

Description & Discussion: Currently, there are three sewer force mains connecting to the existing gravity sewer system on Lakeside Drive. Significant odors are generated and the discharges have resulted in substantial corrosion of the concrete manholes on Lakeside Drive.

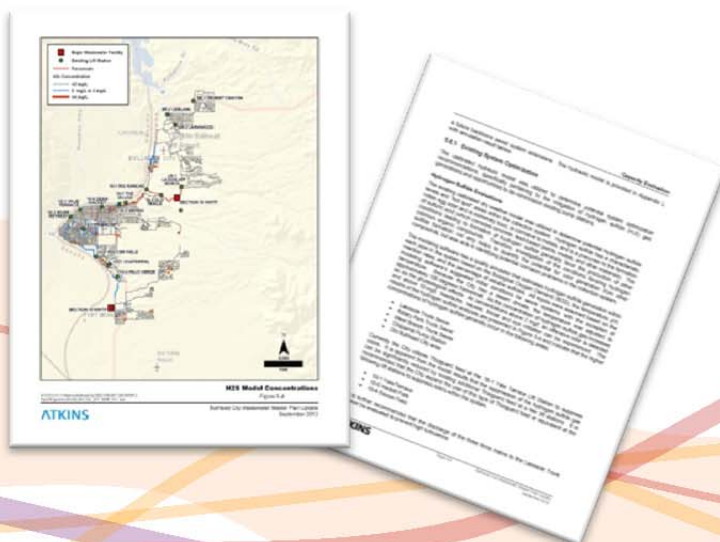
The Section 208 Wastewater Master Plan Update recommended that the connection of these three force mains be evaluated, and a design developed to improve the connection of the 3 force mains to the existing sewer system.

FY2019 Budget Distribution

Planning/Design	-
Acquisition/Relocation	-
Site Improvements	-
Construction	-
Furniture/Fixtures/Equipment	-
Other	-
Total	-

Future Yearly Operating Impact

New Staffing	-
Operational Costs	-
Total	-





CAPITAL IMPROVEMENT PLAN

Force Main Conversion from Section 18 WWTP to Community Park

Category: Wastewater
Department: Public Works
Focus Area: Sewer Improvements

Fund: 520
Department Priority: 2
Project #: Not yet assigned

Est. Completion Date: 2021
Location: Lakeside Drive

Total Project Cost: \$50,000
FY2020-2023 Planned: \$50,000

Prior Year(s) Funding: \$0
Remaining Need: \$0

FY2019 Budget: \$0

Funding Source(s): Enterprise Fund

Description & Discussion: This project consists of the evaluation of the condition of the former sewer force main that conveyed wastewater from a lift station in Community Park to the Section 18 WWTP, to determine if the line could be used to convey treated wastewater effluent from the Section 18 WWTP back down to the Community Park area.

In 2011 two new lift stations and new force mains were installed to convey sewer flows from the northern portion of the City up to the Section 18 WWTP. The existing lift stations, which had exceeded their useful lives, were demolished; however the force main was abandoned in place and remains today. The line will need to be excavated at regular intervals and video inspected to determine if the line is still sound and can be used to convey effluent from the Section 18 WWTP to Community Park, to provide effluent for irrigation of park turf, trees and plants, thereby

saving the City considerable amounts of potable water. If it is determined that the line is usable, at least one (possibly two) pressure reducing stations will need to be installed in the line due to the significant static pressure created by the difference in elevation between the Section 18 WWTP and Community Park at approximately 360 ft.

FY2019 Budget Distribution

Planning/Design	-
Acquisition/Relocation	-
Site Improvements	-
Construction	-
Furniture/Fixtures/Equipment	-
Other	-
Total	-

Future Yearly Operating Impact

New Staffing	-
Operational Costs	-
Total	-



CAPITAL IMPROVEMENT PLAN

Lakeside Drive Sewer Replacement

Category: Wastewater
Department: Public Works
Focus Area: Sewer Improvements

Fund: 520
Department Priority: 2
Project #: Not yet assigned

Est. Completion Date: 2022
Location: Lakeside Drive

Total Project Cost: \$3,300,000
FY2020-2023 Planned: \$3,300,000

Prior Year(s) Funding: \$0
Remaining Need: \$0

FY2019 Budget: \$0

Funding Source(s): Enterprise Fund

Description & Discussion: This project consists of the replacement of approximately 7,500 linear feet of existing 12" sewer with 21" sewer from Coral Isle Drive to the 10-4 Lift Station at Chaparral Drive in Rotary Park, and connects the existing force mains to this new sewer line at Coral Isle Drive.

This project will help eliminate corrosion and sewer odors in this area and provide the additional needed capacity identified during preparation of the Section 208 Wastewater Master Plan in 2012.

FY2019 Budget Distribution

Planning/Design	-
Acquisition/Relocation	-
Site Improvements	-
Construction	-
Furniture/Fixtures/Equipment	-
Other	-
Total	-

Future Yearly Operating Impact

New Staffing	-
Operational Costs	-
Total	-

CIP #	Type	Project	Units (LF)	Base Unit Cost (\$/F)	Scaling Factor	CIP Cost	Cost By Phase		
							Phase 1	2	3
10-1	SEWER	10-4 Yule & Terrace Lift Station Replacement - Upgrade existing lift station including controls and vent stack	1	-	1	\$175,000	\$175,000	-	-
10-2	SEWER	10-4 Booster Feed Expansion & Rehabilitation - Construct new lift station and existing 12" lift station	1	-	1	\$2,100,000	\$2,100,000	-	-
10-3	SEWER	10-4 Palm Verde Lift Station Upgrade - Increase capacity of lift station to 1.5 MGPD	1	-	1	\$100,000	-	\$100,000	-
10-4	SEWER	10-4 Sierra Lift Station Upgrade - Construction with new miscellaneous WW treatment	1	-	1	\$200,000	-	\$200,000	-
10-5	SEWER	10-4 Sierra Lift Station Upgrade - Upgrade sewer main storage at head of station	1	-	1	\$100,000	\$100,000	-	-
10-6	SEWER	10-4 Sierra Lift Station Upgrade - Upgrade lift station and 12" sewer along the station with force main to existing lift station	2,500	\$300	1	\$750,000	\$750,000	-	-
10-7	SEWER	10-4 Sierra Lift Station Upgrade - Upgrade lift station and 12" sewer along the station with force main to existing lift station	2,500	\$300	1	\$750,000	\$750,000	-	-
10-8	SEWER	10-4 Sierra Lift Station Upgrade - Upgrade lift station and 12" sewer along the station with force main to existing lift station	2,500	\$300	1	\$750,000	\$750,000	-	-
10-9	SEWER	10-4 Sierra Lift Station Upgrade - Upgrade lift station and 12" sewer along the station with force main to existing lift station	2,500	\$300	1	\$750,000	\$750,000	-	-
10-10	SEWER	10-4 Sierra Lift Station Upgrade - Upgrade lift station and 12" sewer along the station with force main to existing lift station	2,500	\$300	1	\$750,000	\$750,000	-	-
10-11	SEWER	10-4 Sierra Lift Station Upgrade - Upgrade lift station and 12" sewer along the station with force main to existing lift station	2,500	\$300	1	\$750,000	\$750,000	-	-
10-12	SEWER	10-4 Sierra Lift Station Upgrade - Upgrade lift station and 12" sewer along the station with force main to existing lift station	2,500	\$300	1	\$750,000	\$750,000	-	-
10-13	SEWER	10-4 Sierra Lift Station Upgrade - Upgrade lift station and 12" sewer along the station with force main to existing lift station	2,500	\$300	1	\$750,000	\$750,000	-	-
10-14	SEWER	10-4 Sierra Lift Station Upgrade - Upgrade lift station and 12" sewer along the station with force main to existing lift station	2,500	\$300	1	\$750,000	\$750,000	-	-
10-15	SEWER	10-4 Sierra Lift Station Upgrade - Upgrade lift station and 12" sewer along the station with force main to existing lift station	2,500	\$300	1	\$750,000	\$750,000	-	-
10-16	SEWER	10-4 Sierra Lift Station Upgrade - Upgrade lift station and 12" sewer along the station with force main to existing lift station	2,500	\$300	1	\$750,000	\$750,000	-	-
10-17	SEWER	10-4 Sierra Lift Station Upgrade - Upgrade lift station and 12" sewer along the station with force main to existing lift station	2,500	\$300	1	\$750,000	\$750,000	-	-
10-18	SEWER	10-4 Sierra Lift Station Upgrade - Upgrade lift station and 12" sewer along the station with force main to existing lift station	2,500	\$300	1	\$750,000	\$750,000	-	-
10-19	SEWER	10-4 Sierra Lift Station Upgrade - Upgrade lift station and 12" sewer along the station with force main to existing lift station	2,500	\$300	1	\$750,000	\$750,000	-	-
10-20	SEWER	10-4 Sierra Lift Station Upgrade - Upgrade lift station and 12" sewer along the station with force main to existing lift station	2,500	\$300	1	\$750,000	\$750,000	-	-

CAPITAL IMPROVEMENT PLAN

Section 10 Wastewater Treatment Plant Additional Effluent Injection Wells

Category: Wastewater
Department: Public Works

Fund: 520
Department Priority: 1

Est. Completion Date: 2020
Location: Section 10
Wastewater Treatment Plant

Focus Area: Sewer
Improvements

Project #: Not yet assigned

Total Project Cost: \$1,000,000
FY2020-2023 Planned:
\$1,000,000

Prior Year(s) Funding: \$0
Remaining Need: \$0

FY2019 Budget: \$0

Funding Source(s): Enterprise Fund

Description & Discussion: This project consists of the design, permitting and construction of additional effluent injection wells, pumping and temporary storage at the Section 10 WWTP to provide additional injection capacity to maximize the quantity of effluent injected each year.

Based on the results of the initial injection project completed in 2017, each well is expected to inject a maximum amount of approximately 500 – 700 gallons per minute, and therefore at least 2 additional wells and other improvements are anticipated to allow the maximum amount of effluent generated at the Section 10 WWTP to be injected.

The injection wells will also provide a benefit to the City with a long-term means of effectively disposing of effluent generated at the Section 10 WWTP, and an opportunity to generate revenues for the City in the future.

FY2019 Budget Distribution

Planning/Design	-
Acquisition/Relocation	-
Site Improvements	-
Construction	-
Furniture/Fixtures/Equipment	-
Other	-
Total	-

Future Yearly Operating Impact

New Staffing	-
Operational Costs	-
Total	-





CAPITAL IMPROVEMENT PLAN

Section 10 Wastewater Treatment Plant Facilities Plan

Category: Wastewater	Fund: 520	Est. Completion Date: 2019
Department: Public Works	Department Priority: 1	Location: Section 10 Wastewater Treatment Plant
Focus Area: Sewer Improvements	Project #: Not yet assigned	
Total Project Cost: \$100,000	Prior Year(s) Funding: \$0	FY2019 Budget: \$0
FY2020-2023 Planned: \$100,000	Remaining Need: \$0	

Funding Source(s): Enterprise Fund

Description & Discussion: This project will conduct an extensive, comprehensive evaluation of all aspects of the Section 10 Wastewater Treatment Plant (WWTP).

This includes the preparation of a detailed model of the biological and physical treatment processes of and hydraulic flow through the plant, an evaluation of the structural, mechanical and electrical condition of the major WWTP equipment, structures and buildings, and the identification of processes, facilities and equipment required to meet future flow and regulatory permit requirements for the next 20 years. An in-depth evaluation will be performed to determine ways to optimize all processes, structures and equipment involved with the treatment and reuse/disposal of wastewater and bio-solids.

The future needs of the facility will be identified and prioritized as a part of the study.

Section 10 and Section 18 WWTPs will be evaluated under the same project.

FY2019 Budget Distribution

Planning/Design	-
Acquisition/Relocation	-
Site Improvements	-
Construction	-
Furniture/Fixtures/Equipment	-
Other	-
Total	-

Future Yearly Operating Impact

New Staffing	-
Operational Costs	-
Total	-



CAPITAL IMPROVEMENT PLAN

Section 10 Wastewater Treatment Plant New Tertiary Filter

Category: Wastewater
Department: Public Works

Fund: 520
Department Priority: 1

Est. Completion Date: 2019
Location: Section 10
Wastewater Treatment Plant

Focus Area: Sewer
Improvements

Project #: Not yet assigned

Total Project Cost: \$1,300,000
FY2020-2023 Planned: \$0

Prior Year(s) Funding: \$0
Remaining Need: \$0

FY2019 Budget: \$1,300,000

Funding Source(s): Enterprise Fund

Description & Discussion: This project consists of the design, purchase and installation of a new tertiary effluent wastewater filter system and associated piping, controls and power, to replace one of the existing sand filters which are over 20 years old and have reached the end of their useful life.

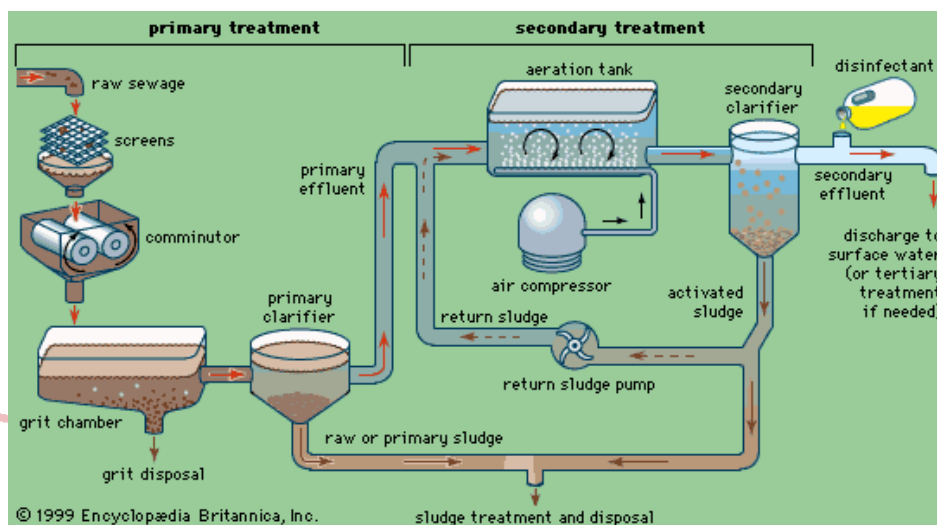
The new filter will also provide additional filtration capacity at the plant, which is needed due to the increase of flows at the plant.

FY2019 Budget Distribution

Planning/Design	-
Acquisition/Relocation	-
Site Improvements	-
Construction	-
Furniture/Fixtures/Equipment	-
Other	1,300,000
Total	1,300,000

Future Yearly Operating Impact

New Staffing	-
Operational Costs	-
Total	-



CAPITAL IMPROVEMENT PLAN

Section 10 Wastewater Treatment Plant Blowers & Controls Replacement

Category: Wastewater
Department: Public Works

Fund: 520
Department Priority: 2

Est. Completion Date: 2020
Location: Section 10
 Wastewater Treatment Plant

Focus Area: Sewer
 Improvements

Project #: Not yet assigned

Total Project Cost: \$650,000
FY2020-2023 Planned:
 \$650,000

Prior Year(s) Funding: \$0
Remaining Need: \$0

FY2019 Budget: \$0

Funding Source(s): Enterprise Fund

Description & Discussion: This project consists of the replacement of the primary aeration blowers at the Section 10 WWTP. The controls will also be upgraded to work with the new blowers.

The existing blowers are nearing the end of their useful life and will need to be replaced shortly. Because of the age of the blowers and the existing controls, both are outdated and the controls system will require upgrading to function properly with the new blowers.

FY2019 Budget Distribution

Planning/Design	-
Acquisition/Relocation	-
Site Improvements	-
Construction	-
Furniture/Fixtures/Equipment	-
Other	-
Total	-

Future Yearly Operating Impact

New Staffing	-
Operational Costs	-
Total	-



CAPITAL IMPROVEMENT PLAN

Section 10 Wastewater Treatment Plant UV Demolition & Electrical Upgrades

Category: Wastewater
Department: Public Works

Fund: 520
Department Priority: 3

Est. Completion Date: 2021
Location: Section 10
Wastewater Treatment Plant

Focus Area: Sewer
Improvements

Project #: Not yet assigned

Total Project Cost: \$300,000
FY2020-2023 Planned:
\$300,000

Prior Year(s) Funding: \$0
Remaining Need: \$0

FY2019 Budget: \$0

Funding Source(s): Enterprise Fund

Description & Discussion: This project is for the demolition of the UV System building and upgrading of the electrical controls.

In 2016 a new Ultraviolet (UV) Disinfection System was constructed at the Section 10 WWTP to replace the badly deteriorated concrete structure, which was approximately 20 years old. Demolition of the former UV structure will also require the upgrading and replacement of some of the electrical system for the WWTP, as it is located adjacent to the former UV structure.

FY2019 Budget Distribution

Planning/Design	-
Acquisition/Relocation	-
Site Improvements	-
Construction	-
Furniture/Fixtures/Equipment	-
Other	-
Total	-

Future Yearly Operating Impact

New Staffing	-
Operational Costs	-
Total	-





CAPITAL IMPROVEMENT PLAN

New Section 10 Wastewater Treatment Plant Shop Building

Category: Wastewater
Department: Public Works

Fund: 520
Department Priority: 3

Est. Completion Date: 2021
Location: Section 10
 Wastewater Treatment Plant

Focus Area: Sewer
 Improvements

Project #: Not Yet Assigned

Total Project Cost: \$300,000
FY2020-2023 Planned:
 \$300,000

Prior Year(s) Funding: \$0
Remaining Need: \$0

FY2019 Budget: \$0

Funding Source(s): Enterprise Fund

Description & Discussion: This project is for the design and construction of a new shop building at the Section 10 Wastewater Treatment Plant.

Due to the growth at this facility, we are out of workshop space and it reduces our efficiency.



FY2019 Budget Distribution

Planning/Design	-
Acquisition/Relocation	-
Site Improvements	-
Construction	-
Furniture/Fixtures/Equipment	-
Other	-
Total	-

Future Yearly Operating Impact

New Staffing	-
Operational Costs	-
Total	-

CAPITAL IMPROVEMENT PLAN

Section 10 Wastewater Treatment Plant Headworks Upgrade

Category: Wastewater
Department: Public Works

Fund: 520
Department Priority: 3

Est. Completion Date: 2022
Location: Section 10
Wastewater Treatment Plant

Focus Area: Sewer
Improvements

Project #: Not Yet Assigned

Total Project Cost: \$800,000
FY2020-2023 Planned:
\$800,000

Prior Year(s) Funding: \$0
Remaining Need: \$0

FY2019 Budget: \$0

Funding Source(s): Enterprise Fund

Description & Discussion: This project is for the design and construction of headworks at Section 10 Wastewater Treatment Plant.

Since it is several years out, details will be developed and presented in future budgets.

FY2019 Budget Distribution

Planning/Design	-
Acquisition/Relocation	-
Site Improvements	-
Construction	-
Furniture/Fixtures/Equipment	-
Other	-
Total	-

Future Yearly Operating Impact

New Staffing	-
Operational Costs	-
Total	-



CAPITAL IMPROVEMENT PLAN

Section 10 Wastewater Treatment Plant Flow Equalization Basin

Category: Wastewater
Department: Public Works

Fund: 520
Department Priority: 3

Est. Completion Date: 2022
Location: Section 10
Wastewater Treatment Plant

Focus Area: Sewer Improvements

Project #: Not Yet Assigned

Total Project Cost: \$3,500,000
FY2020-2023 Planned: \$3,500,000

Prior Year(s) Funding: \$0
Remaining Need: \$0

FY2019 Budget: \$0

Funding Source(s): Enterprise Fund

Description & Discussion: This project consists of the design and construction of a concrete basin set into the ground to collect and store all wastewater entering the WWTP, and releasing it to the WWTP at a constant, steady rate. This significantly increases the efficiency of biological processes in the plant, and allows for a more stable, robust treatment system to be maintained in the WWTP.

The Flow Equalization Basin also provides for significant emergency storage in the event of a major power outage or problem with a critical part of the treatment plant. The basin will be covered to eliminate odors from escaping and

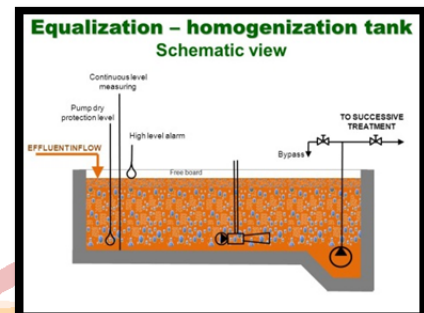
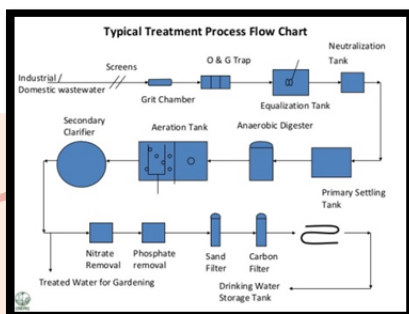
will be provided with an odor scrubbing system to treat the odors generated in the basin.

FY2019 Budget Distribution

Planning/Design	-
Acquisition/Relocation	-
Site Improvements	-
Construction	-
Furniture/Fixtures/Equipment	-
Other	-
Total	-

Future Yearly Operating Impact

New Staffing	-
Operational Costs	-
Total	-





CAPITAL IMPROVEMENT PLAN

Sections 10 & 18 Wastewater Treatment Plants Administration & Blower Building Remodel

Category: Wastewater
Department: Public Works

Fund: 520
Department Priority: 3

Est. Completion Date: 2022
Location: Sections 10 & 18
 Wastewater Treatment Plants

Focus Area: Sewer
 Improvements

Project #: Not Yet Assigned

Total Project Cost: \$150,000
FY2020-2023 Planned:
 \$150,000

Prior Year(s) Funding: \$0
Remaining Need: \$0

FY2019 Budget: \$0

Funding Source(s): Enterprise Fund

Description & Discussion: The administration and blower buildings at both Section 10 and Section 18 Wastewater Treatment Plants have been in use for many years. They will require maintenance and remodeling to improve the electrical, HVAC, mechanical and plumbing systems for each building. Some roofing materials will need to be rehabilitated or replaced, and some fixtures are obsolete and will need to be replaced.

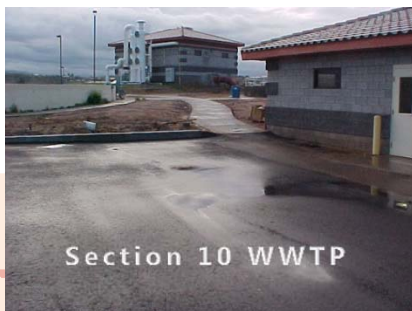
By including both WWTPs in the same project the costs should be reduced.

FY2019 Budget Distribution

Planning/Design	-
Acquisition/Relocation	-
Site Improvements	-
Construction	-
Furniture/Fixtures/Equipment	-
Other	-
Total	-

Future Yearly Operating Impact

New Staffing	-
Operational Costs	-
Total	-



Section 10 WWTP



Section 18 WWTP



CAPITAL IMPROVEMENT PLAN

Section 18 Wastewater Treatment Plant Facilities Plan

Category: Wastewater	Fund: 520	Est. Completion Date: 2019
Department: Public Works	Department Priority: 1	Location: Section 18 Wastewater Treatment Plant
Focus Area: Sewer Improvements	Project #: Not yet assigned	
Total Project Cost: \$100,000	Prior Year(s) Funding: \$0	FY2019 Budget: \$0
FY2020-2023 Planned: \$100,000	Remaining Need: \$0	

Funding Source(s): Enterprise Fund

Description & Discussion: This project will conduct an extensive, comprehensive evaluation of all aspects of the Section 18 Wastewater Treatment Plant (WWTP).

This includes the preparation of a detailed model of the biological and physical treatment processes of and hydraulic flow through the plant, an evaluation of the structural, mechanical and electrical condition of the major WWTP equipment, structures and buildings, and the identification of processes, facilities and equipment required to meet future flow and regulatory permit requirements for the next 20 years. An in-depth evaluation will be performed to determine ways to optimize all processes, structures and equipment involved with the treatment and reuse/disposal of wastewater and bio-solids.

The future needs of the facility will be identified and prioritized as a part of the study.

Section 10 and Section 18 WWTPs will be evaluated under the same project for a total of \$200,000.

FY2019 Budget Distribution

Planning/Design	-
Acquisition/Relocation	-
Site Improvements	-
Construction	-
Furniture/Fixtures/Equipment	-
Other	-
Total	-

Future Yearly Operating Impact

New Staffing	-
Operational Costs	-
Total	-





CAPITAL IMPROVEMENT PLAN

Section 18 Wastewater Treatment Plant Odor Control Unit and Enclosure

Category: Wastewater
Department: Public Works

Fund: 520
Department Priority: 1

Est. Completion Date: 2019
Location: Section 18
 Wastewater Treatment Plant

Focus Area: Sewer
 Improvements

Project #: 18-E-007

Total Project Cost: \$250,000
FY2020-2023 Planned: \$0

Prior Year(s) Funding: \$0
Remaining Need: \$0

FY2019 Budget: \$250,000

Funding Source(s): Enterprise Fund

Description & Discussion: This project consists of the design and construction of an odor control system that would collect and treat sewer odors from the Wastewater Treatment Plant.

The WWTP currently has a small biofilter odor control system which is currently insufficient to completely treat odors at the plant. This odor control system is many years old and was installed to provide rudimentary odor control treatment when there was little development in the area, however, as the land along the Parkway continues to develop, a good quality, high-capacity odor control system will be required.

A quality odor control system will be needed to promote continued growth along the Parkway. By treating odorous gasses the environment will be improved.

FY2019 Budget Distribution

Planning/Design	-
Acquisition/Relocation	-
Site Improvements	250,000
Construction	-
Furniture/Fixtures/Equipment	-
Other	-
Total	250,000

Future Yearly Operating Impact

New Staffing	-
Operational Costs	-
Total	-





fCAPITAL IMPROVEMENT PLAN

Section 18 Wastewater Treatment Plant Electrical and Controls Upgrade

Category: Wastewater	Fund: 520	Est. Completion Date: 2020
Department: Public Works	Department Priority: 1	Location: Section 18 Wastewater Treatment Plant
Focus Area: Sewer Improvements	Project #: Not Yet Assigned	
Total Project Cost: \$650,000	Prior Year(s) Funding: \$0	FY2019 Budget: \$40,000
FY2020-2023 Planned: \$610,000	Remaining Need: \$0	

Funding Source(s): Enterprise Fund

Description & Discussion: This project consists of the design and construction of new, updated electronic and solid state controls and electrical equipment for the Section 18 Wastewater Treatment Plant.

flexibility in operation of the plant. This will enhance energy and operational efficiency and emergency response, and should reduce or even eliminate most electrical failures at the plant.

This treatment plant was expanded in 2007 when development began in Laughlin Ranch and the surrounding area east of the Parkway, and services the entire northern portion of the City at this time. The electrical controls and equipment are from the original construction and within the next few years will reach the end of their life expectancy.

The new electrical controls and equipment will provide more reliable operation of the treatment plant and will also allow greater

FY2019 Budget Distribution

Planning/Design	-
Acquisition/Relocation	-
Site Improvements	-
Construction	\$40,000
Furniture/Fixtures/Equipment	-
Other	-
Total	\$40,000

Future Yearly Operating Impact

New Staffing	-
Operational Costs	-
Total	-





CAPITAL IMPROVEMENT PLAN

Section 18 Wastewater Treatment Plant Headworks Upgrade

Category: Wastewater
Department: Public Works

Fund: 520
Department Priority: 2

Est. Completion Date: 2023
Location: Section 18
 Wastewater Treatment Plant

Focus Area: Sewer
 Improvements

Project #: Not Yet Assigned

Total Project Cost: \$1,000,000
FY2020-2023 Planned:
 \$1,000,000

Prior Year(s) Funding: \$0
Remaining Need: \$0

FY2019 Budget: \$0

Funding Source(s): Enterprise Fund

Description & Discussion: This project consists of the upgrading and replacement of various pieces of equipment and structures for the headworks facilities at the Section 18 Wastewater Treatment Plant.

The current equipment was installed in 2007 and because of the very corrosive environment, will require rehabilitation and/or replacement in the next 5 years.

FY2019 Budget Distribution

Planning/Design	-
Acquisition/Relocation	-
Site Improvements	-
Construction	-
Furniture/Fixtures/Equipment	-
Other	-
Total	-

Future Yearly Operating Impact

New Staffing	-
Operational Costs	-
Total	-





CAPITAL IMPROVEMENT PLAN

Section 18 Wastewater Treatment Plant Membrane Replacement

Category: Wastewater
Department: Public Works

Fund: 520
Department Priority: 2

Est. Completion Date: 2023
Location: Section 18
 Wastewater Treatment Plant

Focus Area: Sewer
 Improvements

Project #: Not yet assigned

Total Project Cost: \$850,000
FY2020-2023 Planned:
 \$850,000

Prior Year(s) Funding: \$0
Remaining Need: \$0

FY2019 Budget: \$0

Funding Source(s): Enterprise Fund

Description & Discussion: This project consists of the replacement of the membrane bio-reactor (MBR) membrane cassettes and associated materials and equipment utilized to treat wastewater in the Section 18 WWTP.

The useful life of membrane cassettes vary from 5 – 7 years or more, depending on strength of sewage, presence of hair and grease in the wastewater, temperature and other factors. When the membranes reach a certain point, they no longer provide adequate filtration and power consumption increases, as does the amount of staff time necessary to clean and maintain the membranes. The Section 18 WWTP has 4 sets of membranes total, of which 2 are required to operate ½ of the treatment plant at a time.

The Section 18 WWTP was placed into operation in 2007 with 2 sets of membranes installed, and the other membranes were placed into operation in 2009. The first 2 membrane sets were then replaced in 2013. All four sets of membranes were replaced in 2017 and 2018.

GE membranes, which have been in existence for decades, have a life expectance of a minimum of 7 years, and they have numerous installations where they have exceeded 10 years of operation.

FY2019 Budget Distribution

Planning/Design	-
Acquisition/Relocation	-
Site Improvements	-
Construction	-
Furniture/Fixtures/Equipment	-
Other	-
Total	-

Future Yearly Operating Impact

New Staffing	-
Operational Costs	-
Total	-





CAPITAL IMPROVEMENT PLAN

Original Bullhead Sewer Odor Control

Category: Wastewater	Fund: 520	Est. Completion Date: 2020
Department: Public Works	Department Priority: 2	Location: Original Bullhead area
Focus Area: Sewer Improvements	Project #: Not Yet Assigned	
Total Project Cost: \$150,000	Prior Year(s) Funding: \$0	FY2019 Budget: \$0
FY2020-2023 Planned: \$150,000	Remaining Need: \$0	

Funding Source(s): Enterprise Fund

Description & Discussion: This project is for the design and construction of an odor control system that would collect and treat sewer odors from the sewer collection system in Original Bullhead City. Odors that are generated in the long, flat sewer collection system that flows through Original Bullhead will be reduced. This will also help reduce corrosion of concrete manholes and pipes and metallic pipes and covers in the sewer system that occurs when the primary odor causing chemical, Hydrogen Sulfide (H₂S) changes to Sulfuric Acid (H₂SO₄).

Because of relatively flat topography of the area and the need to convey sewer flows from the northern portion of the City that is lower in elevation than the Section 18 Wastewater Treatment Plant, the sewer system in Original Bullhead is larger diameter and flat in slope.

This results in a slower flow that takes a long period of time to reach the Section 18 WWTP, and these conditions, as well as the warmer ambient temperature of Bullhead City, result in the generation of H₂S and subsequently H₂SO₄.

FY2019 Budget Distribution

Planning/Design	-
Acquisition/Relocation	-
Site Improvements	-
Construction	-
Furniture/Fixtures/Equipment	-
Other	-
Total	-

Future Yearly Operating Impact

New Staffing	-
Operational Costs	-
Total	-





APPENDIX

Legal Schedules Schedule A

City of Bullhead City
Summary Schedule of Estimated Revenues and Expenditures/Expenses
Fiscal Year 2019

Fiscal Year	S c h	FUNDS								
		General Fund	Special Revenue Fund	Debt Service Fund	Capital Projects Fund	Permanent Fund	Enterprise Funds Available	Internal Service Funds	Total All Funds	
2018	Adopted/Adjusted Budgeted Expenditures/Expenses*	E	27,519,405	10,016,154	4,692,825	9,182,995	0	15,229,197	6,985,211	73,625,787
2018	Actual Expenditures/Expenses**	E	25,712,366	6,750,273	4,522,054	4,740,067	0	14,196,286	6,776,343	62,703,989
2019	Fund Balance/Net Position at July 1***		10,751,984	1,118,979	1,078,633	2,235,932		4,305,352	443,599	19,934,479
2019	Primary Property Tax Levy	B	0							0
2019	Secondary Property Tax Levy	B								0
2019	Estimated Revenues Other than Property Taxes	C	29,905,173	7,165,892	2,341,853	2,051,328	0	9,800,000	6,854,493	58,118,739
2019	Other Financing Sources	D	6,540	0	0	2,476,299	0	0	0	2,482,839
2019	Other Financing (Uses)	D	0	0	0	0	0	0	0	0
2019	Interfund Transfers In	D	69,989	1,581,849	2,068,284	1,592,052	0	195,345	457,292	5,964,811
2019	Interfund Transfers (Out)	D	3,991,336	1,503,486	0	400,000	0	69,989	0	5,964,811
2019	Reduction for Amounts Not Available:									
	LESS: Amounts for Future Debt Retirement:									0
										0
										0
										0
2019	Total Financial Resources Available		36,742,350	8,363,234	5,488,770	7,955,611	0	14,230,708	7,755,384	80,536,057
2019	Budgeted Expenditures/Expenses	E	29,152,035	8,582,766	4,741,702	7,997,071	0	14,308,892	7,549,882	71,332,348

EXPENDITURE LIMITATION COMPARISON

- Budgeted expenditures/expenses
- Add/subtract: estimated net reconciling items
- Budgeted expenditures/expenses adjusted for reconciling items
- Less: estimated exclusions
- Amount subject to the expenditure limitation
- EEC expenditure limitation

	2018	2019
1. Budgeted expenditures/expenses	\$ 73,625,787	\$ 71,332,348
2. Add/subtract: estimated net reconciling items	(10,086,192)	(9,567,855)
3. Budgeted expenditures/expenses adjusted for reconciling items	63,539,595	61,764,493
4. Less: estimated exclusions	20,835,201	21,659,135
5. Amount subject to the expenditure limitation	\$ 42,904,394	\$ 40,105,358
6. EEC expenditure limitation	\$ 46,932,736	\$ 48,487,163

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

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

** Includes actual amounts as of the date the proposed budget was prepared, adjusted for estimated activity for the remainder of the fiscal year.

*** Amounts on this line represent Fund Balance/Net Position amounts except for amounts not in spendable form (e.g., prepaids and inventories) or legally or contractually required to be maintained intact (e.g., principal of a permanent fund).



APPENDIX

Legal Schedules Schedule B

City of Bullhead City Tax Levy and Tax Rate Information Fiscal Year 2019

	<u>2018</u>	<u>2019</u>
1. Maximum allowable primary property tax levy. A.R.S. §42-17051(A)	\$ _____	\$ _____
2. Amount received from primary property taxation in the current year in excess of the sum of that year's maximum allowable primary property tax levy. A.R.S. §42-17102(A)(18)	\$ _____	
3. Property tax levy amounts		
A. Primary property taxes	\$ _____	\$ _____
B. Secondary property taxes	\$ _____	\$ _____
C. Total property tax levy amounts	\$ _____	\$ _____
4. Property taxes collected*		
A. Primary property taxes		
(1) Current year's levy	\$ _____	\$ _____
(2) Prior years' levies	\$ _____	\$ _____
(3) Total primary property taxes	\$ _____	\$ _____
B. Secondary property taxes		
(1) Current year's levy	\$ _____	\$ _____
(2) Prior years' levies	\$ _____	\$ _____
(3) Total secondary property taxes	\$ _____	\$ _____
C. Total property taxes collected	\$ _____	\$ _____
5. Property tax rates		
A. City/Town tax rate		
(1) Primary property tax rate	_____	_____
(2) Secondary property tax rate	_____	_____
(3) Total city/town tax rate	_____	_____
B. Special assessment district tax rates		
Secondary property tax rates - As of the date the proposed budget was prepared, the city/town was operating <u>Twenty-One</u> special assessment districts for which secondary property taxes are levied. For information pertaining to these special assessment districts and their tax rates, please contact the city/town.		

* Includes actual property taxes collected as of the date the proposed budget was prepared, plus estimated property tax collections for the remainder of the fiscal year.

**City of Bullhead City
Revenues Other Than Property Taxes
Fiscal Year 2019**

SOURCE OF REVENUES	ESTIMATED REVENUES 2018	ACTUAL REVENUES* 2018	ESTIMATED REVENUES 2019
GENERAL FUND			
Local taxes			
City sales	\$ 13,332,619	\$ 13,381,623	\$ 13,789,160
Franchise	738,800	739,343	748,100
Transient Occupancy(Bed)	74,000	75,400	75,000
Licenses and permits			
Business and non-business	185,100	179,300	184,500
Building	462,950	500,077	676,056
Animal	26,030	26,000	26,320
Intergovernmental			
State shared income tax	4,950,130	4,950,130	4,906,752
State shared sales tax	3,748,620	3,748,620	3,966,986
Auto	2,406,445	2,406,445	2,615,453
Charges for services			
Special police services	880,200	867,356	974,721
Parks and recreation	315,800	155,922	289,375
Planning and zoning	167,400	183,250	199,540
Animal	171,000	73,780	174,000
Miscellaneous	19,150	18,650	19,000
Fines and forfeits			
Court fines, sanctions and forfeitures	816,000	762,179	766,000
Court fees	199,000	162,507	165,500
Interest on investments			
Investment income	15,000	31,000	31,000
Contributions			
Voluntary contributions	12,000	14,278	12,000
Parks and recreation sponsorships	47,400	42,675	67,700
Miscellaneous			
Rents	78,206	73,042	93,010
Animal spay/neuter	35,000	33,180	35,000
Other	85,000	82,000	90,000
Total General Fund	\$ 28,765,850	\$ 28,506,757	\$ 29,905,173

* 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.

**City of Bullhead City
Revenues Other Than Property Taxes
Fiscal Year 2019**

SOURCE OF REVENUES	ESTIMATED REVENUES 2018	ACTUAL REVENUES* 2018	ESTIMATED REVENUES 2019
SPECIAL REVENUE FUNDS			
Streets (HURF)			
State shared gasoline	\$ 3,780,230	\$ 3,780,230	\$ 3,709,341
Miscellaneous	1,000	2,500	1,000
Investment income	500	1,200	900
	\$ 3,781,730	\$ 3,783,930	\$ 3,711,241
Transit			
Federal Grants	\$ 815,897	\$ 815,897	\$ 1,012,825
Charges for service	190,000	185,000	185,000
Voluntary donations	3,000	3,000	3,000
Sponsorships	40,000	40,000	40,000
Miscellaneous	1,200	1,200	1,200
	\$ 1,050,097	\$ 1,045,097	\$ 1,242,025
Special Events			
Charges for service	\$ 420,534	\$ 56,692	\$ 252,446
Sponsorships	202,683	39,140	71,604
Miscellaneous	13,105	9,382	
	\$ 636,322	\$ 105,214	\$ 324,050
Water Impost			
Charges for service	\$ 470,000	\$ 470,000	\$ 470,000
Investment income	2,850	1,600	1,600
Other	500	2,500	2,000
	\$ 473,350	\$ 474,100	\$ 473,600
Bullhead City Sr Nutrition			
Federal grants	\$ 113,088	\$ 108,454	\$ 107,894
State grants	45,156	51,386	53,421
Private Grant	20,000		108,000
Voluntary donations	76,900	94,469	78,746
	\$ 255,144	\$ 254,309	\$ 348,061
Pest Abatement			
Pest Abatement District	\$ 135,000	\$ 135,000	\$ 135,000
Mohave County	25,000	10,000	10,000
	\$ 160,000	\$ 145,000	\$ 145,000
Special Assessment Admin			
Charges for service	\$ 52,000	\$ 36,150	\$ 29,500
Investment income	40	500	200
Other		1	
	\$ 52,040	\$ 36,651	\$ 29,700
Real Estate Owned			
Other		\$ 947	
		\$ 947	
Racketeering Influence Criminal Organization			
Investment income	\$ 100	\$ 300	\$ 100
Forfeitures		35,996	
	\$ 100	\$ 36,296	\$ 100
Arts Commission			
Investment income	\$ 25	\$ 40	\$ 25
Donations		40	
	\$ 25	\$ 40	\$ 25

**City of Bullhead City
Revenues Other Than Property Taxes
Fiscal Year 2019**

SOURCE OF REVENUES	ESTIMATED REVENUES 2018	ACTUAL REVENUES* 2018	ESTIMATED REVENUES 2019
Court Enhancement			
Court fines	\$ 32,000	\$ 34,864	\$ 35,000
Investment income	50	136	100
Other			
	\$ 32,050	\$ 35,000	\$ 35,100
Court FARE			
Court fines	\$ 2,900	\$ 1,803	\$ 1,850
Investment Income	15	38	20
Other			
	\$ 2,915	\$ 1,841	\$ 1,870
Court Fill the Gap			
Court fines	\$ 6,200	\$ 4,761	\$ 4,800
Investment income	15	57	40
Other			
	\$ 6,215	\$ 4,818	\$ 4,840
Court Judicial Collection Enhancement			
Court fines	\$ 11,000	\$ 11,303	\$ 11,400
Investment income	75	190	100
Other			
	\$ 11,075	\$ 11,493	\$ 11,500
Domestic Violence Assistance			
Federal grants	\$ 97,809	\$ 72,704	\$ 121,397
State grants	20,200	19,219	19,219
Other			
	\$ 118,009	\$ 91,923	\$ 140,616
Grants Miscellaneous			
Federal grants	\$ 95,000	\$	\$ 95,000
Other	5,000		5,000
Investment Income		12	
	\$ 100,000	\$ 12	\$ 100,000
CDBG/HOME Grant			
Federal Grant	\$ 1,219,000	\$ 302,359	\$ 389,980
State Grant	58,500	44,230	51,432
Other			
	\$ 1,277,500	\$ 346,589	\$ 441,412
Grants Police			
Federal grants	\$ 91,369	\$ 65,385	\$ 56,752
Other	100,000		100,000
Other			
	\$ 191,369	\$ 65,385	\$ 156,752
Veterans Memorial Park			
Investment Income	\$	\$	\$
Donations		14	
	\$	\$ 14	\$
Total Special Revenue Funds	\$ 8,147,941	\$ 6,438,659	\$ 7,165,892

* 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.



APPENDIX

Legal Schedules Schedule C

City of Bullhead City Revenues Other Than Property Taxes Fiscal Year 2019

SOURCE OF REVENUES	ESTIMATED REVENUES 2018	ACTUAL REVENUES* 2018	ESTIMATED REVENUES 2019
DEBT SERVICE FUNDS			
Sewer Improvement District #3			
Special assessments	\$ 1,922,800	\$ 1,853,070	\$ 1,752,770
Investment income	6,000	16,000	11,000
Other			
	\$ 1,928,800	\$ 1,869,070	\$ 1,763,770
Sewer Improvement District #2			
Special assessments	\$ 502,900	\$ 577,703	\$ 519,900
Investment income	1,000	3,800	3,000
Other			
	\$ 503,900	\$ 581,503	\$ 522,900
Laughlin Ranch Blvd District			
Special assessments	\$	\$	\$ 55,183
	\$	\$	\$ 55,183
Total Debt Service Funds	\$ 2,432,700	\$ 2,450,573	\$ 2,341,853



APPENDIX

Legal Schedules Schedule C

City of Bullhead City Revenues Other Than Property Taxes Fiscal Year 2019

SOURCE OF REVENUES	ESTIMATED REVENUES 2018	ACTUAL REVENUES* 2018	ESTIMATED REVENUES 2019
CAPITAL PROJECTS FUNDS			
Laughlin Ranch Boulevard District			
Special assessments	\$ 3,100,000	\$	\$
	\$ 3,100,000	\$	\$
Transportation improvements			
State grant	\$	\$	\$ 667,271
	\$	\$	\$ 667,271
Drainage Improvements			
Flood control district taxes	\$ 885,450	\$ 862,140	\$ 862,140
Federal grant			
Miscellaneous			
Investment Income	1,000	3,000	1,000
	\$ 886,450	\$ 865,140	\$ 863,140
Park Improvements			
Federal grant	\$ 450,000	\$	\$ 450,000
Donations		11,000	
Investment Income	150	900	
Other			
	\$ 450,150	\$ 11,900	\$ 450,000
Street Lighting Districts			
Special assessments	\$ 49,580	\$ 60,506	\$ 62,186
Administrative fees	8,581	5,395	6,726
	\$ 58,161	\$ 65,901	\$ 68,912
Parking			
Investment Income	\$ 2,292	\$ 2,292	\$ 2,005
	\$ 2,292	\$ 2,292	\$ 2,005
BHC/Laughlin Bridge			
Investment Income	\$	\$ 900	\$
	\$	\$ 900	\$
Public Safety Improvements			
Investment Income	\$	\$ 40	\$
	\$	\$ 40	\$
Total Capital Projects Funds	\$ 4,497,053	\$ 946,173	\$ 2,051,328

* 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.



APPENDIX

Legal Schedules Schedule C

City of Bullhead City Revenues Other Than Property Taxes Fiscal Year 2019

SOURCE OF REVENUES	ESTIMATED REVENUES 2018	ACTUAL REVENUES* 2018	ESTIMATED REVENUES 2019
ENTERPRISE FUNDS			
Wastewater			
Charges for service	\$ 8,989,800	\$ 8,981,900	\$ 9,700,400
Investment revenues	26,100	20,600	20,600
Federal grant	100,000	898,200	
Miscellaneous	5,000	4,000	4,000
	<u>\$ 9,120,900</u>	<u>\$ 9,904,700</u>	<u>\$ 9,725,000</u>
Water Resources			
Water resource fees	\$ 40,000	\$ 89,000	\$ 75,000
Other	100,000		
Investment revenues		150	
	<u>\$ 140,000</u>	<u>\$ 89,150</u>	<u>\$ 75,000</u>
Total Enterprise Funds	<u>\$ 9,260,900</u>	<u>\$ 9,993,850</u>	<u>\$ 9,800,000</u>

* 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.



APPENDIX

Legal Schedules Schedule C

City of Bullhead City Revenues Other Than Property Taxes Fiscal Year 2019

SOURCE OF REVENUES	ESTIMATED REVENUES 2018	ACTUAL REVENUES* 2018	ESTIMATED REVENUES 2019
INTERNAL SERVICE FUNDS			
NW AZ Employee Benefit Trust			
Charges for service	\$ 3,378,968	\$ 3,473,171	\$ 3,726,604
Contributions	293,072	308,980	308,993
Other			
	\$ 3,672,040	\$ 3,782,151	\$ 4,035,597
Risk Management			
Charges for service	\$ 1,418,514	\$ 1,398,014	\$ 1,472,888
Investment income	500	550	500
Other		183,662	
	\$ 1,419,014	\$ 1,582,226	\$ 1,473,388
Fleet Services			
Charges for service	\$ 1,277,002	\$ 1,235,635	\$ 1,342,008
Other	6,000	3,000	3,000
Investment Income	50	400	500
	\$ 1,283,052	\$ 1,239,035	\$ 1,345,508
Total Internal Service Funds	\$ 6,374,106	\$ 6,603,412	\$ 6,854,493
TOTAL ALL FUNDS	\$ 59,478,550	\$ 54,939,424	\$ 58,118,739

* 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.

**City of Bullhead City
Other Financing Sources/<Uses> and Interfund Transfers
Fiscal Year 2019**

FUND	OTHER FINANCING 2019		INTERFUND TRANSFERS 2019	
	SOURCES	<USES>	IN	<OUT>
GENERAL FUND				
Streets (HURF)	\$	\$	\$	\$ 1,218,038
Excise Tax Refunding 2013				650,507
Park Improvements				845,677
Fleet Replacement				347,292
Transit				241,351
BHC/Laughlin Bridge Debt				222,721
Excise Tax Refunding 2015				172,018
Bullhead City Sr Nutrition				122,460
Water Resources				100,000
Wastewater			69,989	71,272
Capital Lease Proceeds				
Sale of assets	6,540			
Total General Fund	\$ 6,540	\$	\$ 69,989	\$ 3,991,336
SPECIAL REVENUE FUNDS				
Streets (HURF)	\$	\$	\$ 1,218,038	\$ 1,369,413
Transit			241,351	
Bullhead City Sr Nutrition			122,460	110,000
Special Assessments Admin				24,073
Real Estate Owned Sale of assets				
Pest Abatement				
Total Special Revenue Funds	\$	\$	\$ 1,581,849	\$ 1,503,486
DEBT SERVICE FUNDS				
Excise Tax Refunding 2013	\$	\$	\$ 1,673,545	\$
BHC/Laughlin Bridge			222,721	
Excise Tax Refunding 2015			172,018	
Total Debt Service Funds	\$	\$	\$ 2,068,284	\$
CAPITAL PROJECTS FUNDS				
Parks Improvements	\$	\$	\$ 845,677	\$
BHC/Laughlin Bridge	2,476,299		400,000	
Street Improvements			346,375	
Drainage Improvements				400,000
Total Capital Projects Funds	\$ 2,476,299	\$	\$ 1,592,052	\$ 400,000
ENTERPRISE FUNDS				
Wastewater	\$	\$	\$ 95,345	\$ 69,989
Water Resources			100,000	
Total Enterprise Funds	\$	\$	\$ 195,345	\$ 69,989
INTERNAL SERVICE FUNDS				
Fleet Services	\$	\$	\$ 457,292	\$
Total Internal Service Funds	\$	\$	\$ 457,292	\$
TOTAL ALL FUNDS	\$ 2,482,839	\$	\$ 5,964,811	\$ 5,964,811



APPENDIX

Legal Schedules Schedule E

City of Bullhead City Expenditures/Expenses by Fund Fiscal Year 2019

FUND/DEPARTMENT	ADOPTED BUDGETED EXPENDITURES/ EXPENSES 2018	EXPENDITURE/ EXPENSE ADJUSTMENTS APPROVED 2018	ACTUAL EXPENDITURES/ EXPENSES* 2018	BUDGETED EXPENDITURES/ EXPENSES 2019
GENERAL FUND				
Police	\$ 12,899,721	\$	\$ 12,626,217	\$ 13,437,975
General Government	4,197,435	110,000	4,137,492	4,100,256
Culture-Recreation	3,064,639		2,913,343	3,302,896
Judicial	1,447,461		1,342,051	1,390,176
Legal Services	1,112,986		1,108,316	1,103,612
Financial Administration	816,932		844,988	827,972
Animal Care and Welfare	693,613		561,917	720,494
Executive	431,917		412,248	520,584
Legislative	320,271		309,538	347,167
Public Works	205,560		237,721	184,822
Personnel Administration	173,260		164,226	176,787
Elections				50,850
Economic Development	120,274		118,674	119,477
Debt Service	107,171		107,171	2,124
Capital Outlay	899,087		828,464	666,843
Contingency	1,200,000	(280,922)		1,200,000
Total General Fund	\$ 27,690,327	\$ (170,922)	\$ 25,712,366	\$ 28,152,035
SPECIAL REVENUE FUNDS				
Streets (HURF)	\$ 3,734,034	\$	\$ 3,593,598	\$ 3,760,249
Transit	1,268,359		1,175,824	1,389,577
Special Events	649,248		203,597	326,178
Water Impost	1,781,217		602,685	1,425,736
Bullhead City Sr Nutrition	354,542		354,769	360,520
Pest Abatement	160,000		151,382	153,386
Special Assessments Admin	87,998		22,266	63,603
RICO	119,270		98,508	72,881
Arts Fund	11,336			11,471
Real Estate Owned	5,000			5,000
Veterans Park		6,172	6,172	
Court Enhancement	61,601		34,000	71,695
Court Judicial Collection Enhanc	59,688		832	72,109
Court Fill the Gap	16,017			25,642
Court FARE	14,835		8,743	5,939
Grants Housing	1,277,459		346,589	441,412
Grants Police	191,369		65,385	156,752
Grants Victim Assistance	118,009		91,923	140,616
Grants General	100,000			100,000
Total Special Revenue Funds	\$ 10,009,982	\$ 6,172	\$ 6,756,273	\$ 8,582,788
DEBT SERVICE FUNDS				
Sewer Imprv. District #3	\$ 1,949,605	\$	\$ 1,949,605	\$ 1,902,498
Sewer Imprv. District #2	673,766		673,766	655,263
Excise Tax Refunding 2013	1,665,992		1,665,992	1,673,545
Excise Tax Refunding 2015	171,928		171,928	172,018
BHC/Laughlin Bridge	132,901			222,721
Laughlin Ranch Blvd District	98,633		61,363	115,657
Total Debt Service Funds	\$ 4,692,825	\$	\$ 4,522,654	\$ 4,741,702
CAPITAL PROJECTS FUNDS				
Laughlin Ranch Blvd	\$ 4,500,000	\$	\$ 3,241,537	\$ 1,000,000
BHC/Laughlin Bridge	2,128,400		29,696	3,098,704
Drainage Improvements	1,332,817		844,525	1,372,571
Transportation			7,387	1,135,000
Park Improvements	880,000	164,750	453,341	1,321,884
Municipal Facility Improvements	105,500		93,400	
Street Lighting Districts	71,528		70,181	68,912
Total Capital Projects Funds	\$ 9,018,245	\$ 164,750	\$ 4,740,067	\$ 7,997,071
ENTERPRISE FUNDS				
Wastewater	\$ 15,024,197	\$	\$ 14,007,136	\$ 14,133,892
Water Resources	205,000		189,150	175,000
Total Enterprise Funds	\$ 15,229,197	\$	\$ 14,196,286	\$ 14,308,892
INTERNAL SERVICE FUNDS				
Northwest AZ EBT	\$ 3,792,873	\$	\$ 3,744,253	\$ 4,035,597
Fleet Services	1,764,155		1,711,039	2,109,115
Risk Management	1,428,183		1,321,051	1,405,170
Total Internal Service Funds	\$ 6,985,211	\$	\$ 6,776,343	\$ 7,549,882
TOTAL ALL FUNDS	\$ 73,625,787	\$	\$ 62,703,989	\$ 71,332,348

* 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.

**City of Bullhead City
Expenditures/Expenses by Department
Fiscal Year 2019**

DEPARTMENT/FUND	ADOPTED BUDGETED EXPENDITURES/ EXPENSES 2018	EXPENDITURE/ EXPENSE ADJUSTMENTS APPROVED 2018	ACTUAL EXPENDITURES/ EXPENSES* 2018	BUDGETED EXPENDITURES/ EXPENSES 2019
Legislative				
General Fund	\$ 320,271	\$	\$ 309,538	\$ 347,167
Water Impost	6,277		7,578	6,355
Wastewater	48,146		48,618	48,818
Department Total	\$ 374,694	\$	\$ 365,734	\$ 402,340
Judicial				
General Fund	\$ 1,447,461	\$	\$ 1,342,051	\$ 1,390,176
Court Enhancement	37,000		34,000	49,500
Fines/Fee and Restitution	5,655		8,743	1,654
Judicial Collection Enhancement	1,750		832	1,050
Department Total	\$ 1,491,866	\$	\$ 1,385,626	\$ 1,442,380
Executive				
General Fund	\$ 431,917	\$	\$ 412,248	\$ 520,584
Wastewater	91,015		89,692	95,714
Special Events	63,018		63,518	
Water Impost	52,664		59,483	55,435
Drainage Improvements	22,565		22,230	23,734
Real Estate Owned	5,000			
Department Total	\$ 666,179	\$	\$ 647,171	\$ 695,467
Elections				
General Fund	\$	\$	\$	\$ 50,850
Department Total	\$	\$	\$	\$ 50,850
Financial Administration				
General Fund	\$ 816,932	\$	\$ 844,988	\$ 827,972
Wastewater	858,092		683,351	770,666
Special Assmts Admin	38,106		22,266	24,306
Water Impost	16,099		15,267	16,241
BHC Sr Nutrition Center	8,069		6,120	6,815
Street Lighting Districts	3,064		1,567	
Department Total	\$ 1,740,362	\$	\$ 1,573,559	\$ 1,646,000
Law				
General Fund	\$ 1,112,986	\$	\$ 1,108,316	\$ 1,103,612
Grant Victim Assistance	118,009		91,923	140,616
Wastewater	59,522		55,212	55,453
Water Impost	41,455		40,652	43,637
Department Total	\$ 1,331,972	\$	\$ 1,296,103	\$ 1,343,318
Personnel Administration				
NW AZ EBT	\$ 3,792,873	\$	\$ 3,744,253	\$ 4,035,597
Risk Management	1,428,183		1,321,051	1,405,170
General Fund	173,260		164,226	176,787
Wastewater	50,360		49,066	51,757
Department Total	\$ 5,444,676	\$	\$ 5,278,596	\$ 5,669,311

General Government				
General Fund	\$ 4,197,435	\$ 110,000	\$ 4,137,492	\$ 4,100,256
Transit	1,239,359		1,146,824	1,359,577
Water Impost	769,145		336,056	783,222
Pest Abatement	160,000		151,382	153,386
Wastewater	135,016		133,926	140,441
Water Resources	135,000		133,993	135,000
Special Assmts Admin	4,800			
Real Estate Owned				5,000
BHC Sr Nutrition Center	4,469		4,512	4,675
Department Total	\$ 6,645,224	\$ 110,000	\$ 6,044,185	\$ 6,681,557
Police				
General Fund	\$ 12,899,721	\$	\$ 12,626,217	\$ 13,437,975
RICO	82,990		93,965	50,546
Police Grants	123,949		25,440	156,752
Department Total	\$ 13,106,660	\$	\$ 12,745,622	\$ 13,645,273
Highway & Streets				
Streets (HURF)	\$ 3,512,918	\$	\$ 3,336,294	\$ 3,519,266
Special Events				
Street Lighting Districts	68,464		68,614	68,912
Drainage Improvements	305,033		289,425	115,301
Street Improvements				
Department Total	\$ 3,886,415	\$	\$ 3,694,333	\$ 3,703,479
Sanitation				
Wastewater	\$ 3,468,570	\$	\$ 3,310,981	\$ 3,705,977
Department Total	\$ 3,468,570	\$	\$ 3,310,981	\$ 3,705,977
Health				
General Fund	\$ 693,613	\$	\$ 561,917	\$ 720,494
BHC Sr Nutrition Center	342,004		344,137	349,030
Department Total	\$ 1,035,617	\$	\$ 906,054	\$ 1,069,524
Culture & Recreation				
General Fund	\$ 3,064,639	\$	\$ 2,913,343	\$ 3,302,896
Special Events	586,230		140,079	326,178
Arts Commission	11,336			11,471
Veterans Park		6,172	6,172	
Grants General	5,000			5,000
Department Total	\$ 3,667,205	\$ 6,172	\$ 3,059,594	\$ 3,645,545
Public Works				
Wastewater	\$ 4,716,110	\$	\$ 4,716,574	\$ 4,568,748
Fleet Services	1,568,160		1,496,661	1,618,603
General Fund	205,560		237,721	184,822
Streets (HURF)	148,008		146,109	144,983
Water Impost	91,010		143,649	49,008
Drainage Improvements	287,080		296,638	161,892
Department Total	\$ 7,015,926	\$	\$ 7,037,352	\$ 6,728,056
Redevelopment & Housing				
Grants Housing/Redevelopment	\$ 1,277,459	\$	\$ 346,589	\$ 435,212
Department Total	\$ 1,277,459	\$	\$ 346,589	\$ 435,212
Economic Development				
General Fund	\$ 120,274	\$	\$ 118,674	\$ 119,477
Department Total	\$ 120,274	\$	\$ 118,674	\$ 119,477



APPENDIX

Legal Schedules Schedule F

Debt Service				
Wastewater	\$ 2,664,716	\$	\$ 2,655,054	\$ 2,539,223
SID #3	1,949,605		1,949,605	1,902,498
Excise Tax Refunding 2013	1,665,992		1,665,992	1,673,545
SID #2	673,766		673,766	655,263
Excise Tax Refunding 2015	171,928		171,928	172,018
Laughlin Ranch Boulevard	98,633		61,363	115,657
Bridge	132,901			222,721
General Fund	107,171		107,171	2,124
Water Resources	70,000		55,157	40,000
Department Total	\$ 7,534,712	\$	\$ 7,340,036	\$ 7,323,049
Capital Outlay				
Laughlin Ranch Boulevard	\$ 4,500,000	\$	\$ 3,241,537	\$ 1,000,000
Wastewater	2,932,650		2,264,662	2,157,095
BHC/Laughlin Bridge 2	2,128,400		29,696	3,098,704
General Fund	899,087		828,464	666,843
Parks & Recreation	880,000	164,750	453,341	1,321,884
Drainage Improvements	718,139		236,232	1,071,644
Fleet Services	181,153		199,536	473,407
Municipal Facilities	105,500		93,400	
Water Impost	100,000			100,000
Grants General	95,000			95,000
Streets (HURF)	73,110		111,195	96,000
Grants Police	67,420		39,945	
Transit	29,000		29,000	30,000
Pest Abatement				
Transportation			7,387	1,135,000
RICO			4,543	
Grants Housing/Redevelopment				6,200
Department Total	\$ 12,709,459	\$ 164,750	\$ 7,538,938	\$ 11,251,777
Contingency				
General Fund	\$ 1,200,000	\$ (280,922)	\$	\$ 1,200,000
Water Impost	704,567			371,838
Special Assmt Adm	45,092			39,297
Judicial Collection Enhancement	57,938			71,059
RICO	36,280			22,335
Court Enhancement	24,601			22,195
Fill the Gap	16,017			25,642
Fleet Services	14,842		14,842	17,105
Fines/Fees and Restitution	9,180			4,285
Department Total	\$ 2,108,517	\$ (280,922)	\$ 14,842	\$ 1,773,756
TOTAL ALL FUNDS	\$ 73,625,787	\$	\$ 62,703,989	\$ 71,332,348

* 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.



APPENDIX

Legal Schedules Schedule G

City of Bullhead City Full-Time Employees and Personnel Compensation Fiscal Year 2019

FUND	Full-Time Equivalent (FTE) 2019	Employee Salaries and Hourly Costs 2019	Retirement Costs 2019	Healthcare Costs 2019	Other Benefit Costs 2019	Total Estimated Personnel Compensation 2019
GENERAL FUND	198.01	\$ 12,005,321	\$ 3,134,432	\$ 2,572,372	\$ 356,233	\$ 18,068,358
SPECIAL REVENUE FUNDS						
Streets (HURF)	22.75	\$ 984,444	\$ 89,092	\$ 286,465	\$ 77,238	\$ 1,437,239
Water Impost	3.15	248,384	29,089	41,123	12,024	330,620
Transit	9.90	467,366	44,898	128,753	18,709	659,725
Grants Housing Redevelopment	1.20	58,802	6,622	19,115	1,323	85,862
Pest Abatement	1.00	94,994	8,597	7,506	3,524	114,621
Grants Victim Assistance	2.74	98,127	8,881	27,780	1,580	136,368
Bullhead City Sr Nutrition	1.77	87,491	8,243	23,454	2,593	121,781
Total Special Revenue Funds	42.51	\$ 2,039,607.59	\$ 195,421.59	\$ 534,195.09	\$ 116,991.80	\$ 2,886,216.07
CAPITAL PROJECTS FUNDS						
Drainage Improvements	1.55	\$ 122,897	\$ 13,054	\$ 21,810	\$ 6,776	\$ 164,537
Total Capital Projects Funds	1.55	\$ 122,897	\$ 13,054	\$ 21,810	\$ 6,776	\$ 164,537
ENTERPRISE FUNDS						
Wastewater	34.28	\$ 1,939,880	\$ 184,676	\$ 439,187	\$ 94,069	\$ 2,657,812
Total Enterprise Funds	34.28	\$ 1,939,880	\$ 184,676	\$ 439,187	\$ 94,069	\$ 2,657,812
INTERNAL SERVICE FUND						
Fleet Services	4.60	\$ 201,420	\$ 18,229	\$ 71,982	\$ 7,606	\$ 299,237
Risk Management	1.55	101,820	9,215	22,320	2,803	136,158
Total Internal Service Fund	6.15	\$ 303,240	\$ 27,444	\$ 94,302	\$ 10,409	\$ 435,395
TOTAL ALL FUNDS	282.50	\$ 16,410,946	\$ 3,555,027	\$ 3,661,866	\$ 584,479	\$ 24,212,318



APPENDIX

Schedule of *Authorized Positions*

Position	FY17 FTEs	FY18 FTEs	FY19 FTEs	Salary Range		Range Number
				Min	Max	
Mayor and Council						
Mayor	1.00	1.00	1.00	12,000	12,000	
Councilmember	6.00	6.00	6.00	9,000	9,000	
Total Mayor and Council	7.00	7.00	7.00			
City Clerk						
City Clerk	1.00	1.00	1.00	Unclassified		Contract
Deputy City Clerk	1.00	1.00	1.00	44,813	66,516	134
Total City Clerk	2.00	2.00	2.00			
Municipal Court						
City Magistrate	1.00	1.00	1.00	Unclassified		Contract
Court Administrator	1.00	1.00	1.00	51,477	76,405	141
Assistant Court Administrator	1.00	1.00	1.00	36,763	54,572	124
Senior Judicial Assistant	0.00	1.00	0.00			
Judicial Assistant	2.00	0.00	0.00			
Lead Court Collection Clerk	1.00	0.00	0.00			
Lead Court Operation Clerk	1.00	0.00	0.00			
Court Clerk	6.00	9.00	10.00	28,974	43,017	112
Total Municipal Court	13.00	13.00	13.00			
City Manager						
City Manager	1.00	1.00	1.00	Unclassified		Contract
Senior Administrative Analyst	1.00	0.00	0.00			
Administrative Analyst	1.00	2.00	2.00	51,477	76,405	141
Executive Assistant	1.00	1.00	1.00	36,763	54,572	124
Total City Manager	4.00	4.00	4.00			
Public Information						
Sponsorship Coordinator	1.00	1.00	1.00	51,477	76,405	141
Communication Specialist	1.00	1.00	1.00	49,465	73,440	139
Total Public Information	2.00	2.00	2.00			



APPENDIX

Schedule of *Authorized Positions*

Position	FY17	FY18	FY19	Salary Range		Range Number
	FTEs	FTEs	FTEs	Min	Max	
Finance						
Finance Director	1.00	1.00	1.00	Unclassified		Contract
Financial Administrator	0.00	1.00	1.00	61,518	91,313	150
Accounting Manager	1.00	0.00	0.00			
Revenue Manager	1.00	1.00	0.00			
Senior Accountant	0.00	1.00	1.00	57,969	86,034	147
Administrative Analyst	0.00	1.00	1.00	51,477	76,405	141
Budget Analyst	1.00	1.00	1.00	51,477	76,405	141
Senior Financial Specialist	1.00	1.00	1.00	40,572	60,241	129
Financial Specialist	1.00	1.00	1.00	36,028	53,490	123
Financial Technician	9.00	8.00	8.00	32,003	47,518	117
Total Finance	15.00	16.00	15.00			
Human Resources						
HR/Risk Manager	1.00	1.00	1.00	74,977	111,307	160
Benefit Specialist	1.00	1.00	1.00	40,572	60,241	129
Human Resources Specialist	1.00	1.00	1.00	40,572	60,241	129
Office Specialist II	1.00	1.00	1.00	33,950	50,417	120
Total Human Resources	4.00	4.00	4.00			
Legal Services						
City Attorney	1.00	1.00	1.00	Unclassified		Contract
Chief City Prosecutor	1.00	1.00	1.00	79,542	118,102	163
Assistant City Prosecutor	2.00	2.00	2.00	65,261	96,896	153
Supervising Paralegal	2.00	2.00	2.00	51,477	76,405	141
Victim Services Coordinator	1.00	1.00	1.00	47,561	68,853	137
Paralegal	2.00	2.00	2.00	37,477	55,654	125
Office Assistant II	0.00	1.00	1.00	28,974	43,017	112
Legal Assistant II	2.00	2.00	2.00	28,974	43,017	112
Victim Advocate	1.50	1.50	1.50	26,247	38,970	107
Legal Assistant I	1.00	1.00	1.00	24,733	36,720	104
Office Assistant I	1.00	0.00	0.00			
Total Legal	14.50	14.50	14.50			
Technology Services						
Technology Services Manager	1.00	1.00	1.00	79,542	118,102	163
Network Administrator	1.00	1.00	1.00	65,261	96,896	153
Network Engineer	2.00	2.00	2.00	56,822	84,367	146
Total Technology Services	4.00	4.00	4.00			



APPENDIX

Schedule of *Authorized Positions*

Position	FY17	FY18	FY19	Salary Range	Salary Range	Range
	FTEs	FTEs	FTEs	Min	Max	Number
Police						
Police Chief	1.00	1.00	1.00	Unclassified		Contract
Police Captain	1.00	1.00	1.00	78,763	116,955	162
Police Lieutenant	3.00	4.00	4.00	67,901	100,813	155
Police Sergeant	13.00	9.00	9.00	59,344	78,883	303
Police Corporal	9.00	10.00	10.00	52,189	72,242	302
Police Officer	49.00	46.00	46.00	45,162	65,108	301
Sworn Police	76.00	71.00	71.00			
Support Services Division Manager	0.50	0.50	0.50	67,901	100,813	155
Administrative Analyst	1.00	2.00	2.00	51,477	76,405	141
Police Forensic Specialist	2.00	2.00	2.00	50,460	74,890	140
Emergency Services Dispatcher, Sr.	4.00	4.00	4.00	44,069	61,016	305
Emergency Services Dispatcher	11.00	11.00	11.00	38,349	53,110	304
PD Investigative/Public Information Asst	1.00	1.00	1.00	37,477	55,654	125
Community Service Officer	1.00	1.00	1.00	37,477	55,654	125
Administrative Assistant I	1.00	1.00	1.00	35,335	52,451	122
Police Investigative Assistant	1.00	1.00	1.00	33,950	50,417	120
Police Investigative Aide	0.50	1.50	1.50	33,950	50,417	120
Office Specialist II	1.00	1.00	1.00	33,950	50,417	120
Property Evidence Custodian	2.00	2.00	2.00	32,003	47,518	117
Lead Records Clerk	0.00	1.00	1.00	31,354	46,565	116
Police Service Aid	0.00	1.00	2.00	30,142	44,770	114
Office Specialist I	1.00	0.00	0.00			
Police Booking Officer	2.00	1.00	0.00			
Office Assistant II	5.00	5.00	5.00	28,974	43,017	112
Office Assistant I	1.00	0.00	0.00			
Non-sworn Police	35.00	36.00	36.00			
Total Police	111.00	107.00	107.00			
Animal Care and Welfare						
Support Services Division Manager	0.50	0.50	0.50	67,901	100,813	155
Lead Animal Welfare Officer	1.00	1.00	1.00	34,643	51,434	121
Animal Welfare Officer	3.00	3.00	3.00	32,630	48,448	118
Animal Welfare Technician	2.50	2.50	2.50	28,411	42,173	111
Total Animal Care and Welfare	7.00	7.00	7.00			



APPENDIX

Schedule of *Authorized Positions*

Position	FY17	FY18	FY19	Salary Range		Range Number
	FTEs	FTEs	FTEs	Min	Max	
Human Services & Transit						
Human Services & Transit Director	1.00	1.00	1.00	Unclassified		Contract
Pest Abatement Manager	1.00	1.00	1.00	63,984	94,992	152
Transit Manager	1.00	1.00	1.00	57,969	86,034	147
Senior Nutrition Program Coordinator	1.00	1.00	1.00	44,813	66,516	134
Housing Inspector	1.00	1.00	1.00	38,992	57,904	127
Transit Operations Supervisor	1.00	1.00	1.00	34,643	51,434	121
Office Specialist I	1.00	1.00	1.00	31,354	46,565	116
Office Assistant II	0.00	1.00	1.00	28,974	43,017	112
Transit Bus Driver	6.00	6.00	6.00	27,870	41,351	110
Senior Nutrition Asst/Transit Dispatch	1.00	1.00	1.00	27,870	41,351	110
Receptionist	1.00	1.00	1.00	24,733	36,720	104
Total Human Services	15.00	16.00	16.00			
Recreation						
Parks and Recreation Superintendent	0.00	1.00	1.00	74,977	111,307	160
Recreation Manager	1.00	1.00	1.00	49,465	73,440	139
Special Events Coordinator	1.00	0.00	0.00			
Recreation Supervisor	2.00	2.00	2.00	49,465	73,440	139
Office Assistant II	1.00	1.00	1.00	28,974	43,017	112
Total Recreation	5.00	5.00	5.00			
Planning & Zoning						
Planning Manager	1.00	1.00	1.00	51,477	76,405	141
Planning Specialist	1.00	1.00	1.00	40,572	60,241	129
Office Assistant II	1.00	1.00	1.00	28,974	43,017	112
Planning & Zoning	3.00	3.00	3.00			
Building Safety						
Development Services Director	0.00	1.00	1.00	Unclassified		Contract
Building Official	1.00	0.00	0.00			
Assistant Building Official	1.00	1.00	1.00	56,248	79,498	145
Senior Plan Review/Admin Manager	0.00	1.00	1.00	56,248	79,498	145
Senior Plans Examiner	1.00	0.00	1.00	52,494	77,919	142
Plans Examiner	1.00	1.00	0.00			
Permit Technician/Inspector	0.00	1.00	1.00	36,028	53,490	123
Office Assistant II	1.00	1.00	1.00	28,974	43,017	112
Building Safety	5.00	6.00	6.00			



APPENDIX

Schedule of *Authorized Positions*

Position	FY17 FTEs	FY18 FTEs	FY19 FTEs	Salary Range Min	Salary Range Max	Range Number
Code Enforcement						
Code Enforcement Inspector	3.00	3.00	3.00	38,992	57,904	127
Office Assistant II	1.00	1.00	1.00	28,974	43,017	112
Code Enforcement	4.00	4.00	4.00			
Parks Maintenance						
Field Operations Supervisor	1.00	1.00	0.00			
Turf Maintenance Specialist	1.00	1.00	1.00	43,947	65,196	133
Maintenance Worker III	1.00	1.00	1.00	39,793	59,072	128
Maintenance Worker II	2.00	2.00	2.00	33,950	50,417	120
Maintenance Worker I	11.00	11.00	13.00	28,974	43,017	112
Parks Maintenance	16.00	16.00	17.00			
Facilities Management						
Facilities Maintenance Supervisor	1.00	1.00	0.00			
Maintenance Worker III	0.00	0.00	1.00	39,793	59,072	128
Maintenance Worker II	1.00	1.00	1.00	33,950	50,417	120
Maintenance Worker I	3.00	3.00	2.00	28,974	43,017	112
Facilities Management	5.00	5.00	4.00			
Public Works Administration						
Public Works Director	1.00	1.00	1.00	Unclassified		Contract
Asst Public Works Director	1.00	1.00	0.00			
Administrative Analyst	1.00	1.00	1.00	51,477	76,405	141
Public Works Administration	3.00	3.00	2.00			
Engineering						
Assistant City Engineer	1.00	1.00	1.00	79,542	118,102	163
City Surveyor	1.00	1.00	1.00	56,822	84,367	146
Civil Engineering Associate	1.00	1.00	1.00	51,477	76,405	141
Utilities Engineering Associate	1.00	1.00	1.00	51,477	76,405	141
Engineering Designer	1.00	1.00	1.00	47,561	68,853	137
Senior Engineering Inspector	1.00	1.00	1.00	47,561	68,853	137
Engineering Inspector	2.00	2.00	2.00	38,992	57,904	127
Office Specialist II	1.00	1.00	0.00			
Engineering	9.00	9.00	8.00			



APPENDIX

Schedule of *Authorized Positions*

Position	FY17 FTEs	FY18 FTEs	FY19 FTEs	Salary Range Min	Salary Range Max	Range Number
Highways & Streets						
Public Works Operations Manager	1.00	1.00	1.00	74,977	111,307	160
Maintenance Worker III	3.00	3.00	4.00	39,793	59,072	128
Maintenance Worker II	3.00	3.00	4.00	33,950	50,417	120
Maintenance Worker I	11.00	11.00	11.00	28,974	43,017	112
Office Assistant II	1.00	1.00	1.00	28,974	43,017	112
Highways & Streets	19.00	19.00	21.00			
Utilities						
Utilities Superintendent	1.00	1.00	1.00	57,969	86,034	147
Instrumentation Controls Technician	1.00	1.00	0.00			
Utilities Supervisor	1.00	1.00	1.00	49,465	73,440	139
Utilities Technician III	2.00	2.00	2.00	45,700	67,836	135
Wastewater Specialist	1.00	1.00	1.00	45,700	67,836	135
Utilities Technician II	3.00	3.00	3.00	39,793	59,072	128
Utilities Technician I	9.00	9.00	9.00	34,643	51,434	121
Office Specialist II	1.00	1.00	1.00	33,950	50,417	120
Maintenance Worker I	1.00	1.00	1.00	28,974	43,017	112
Utilities	20.00	20.00	19.00			
Fleet Services						
Foreman	1.00	1.00	1.00	43,947	65,196	133
Mechanic II	1.00	1.00	1.00	37,477	55,654	125
Mechanic I	2.00	2.00	2.00	34,643	51,434	121
Office Assistant II	1.00	1.00	1.00	28,974	43,017	112
Fleet Services	5.00	5.00	5.00			
Total Public Works	89.00	90.00	89.00			
Total	285.50	284.50	282.50			



APPENDIX

Glossary of Terms

ADA: Acronym that stands for Americans with Disabilities Act. A measure passed by the federal government that became effective January, 1994, that requires, among other things, the City to make all programs and facilities accessible to any handicapped person who asks for it.

ADOT: Acronym that stands for Arizona Department of Transportation.

Appropriation: An authorization made by the City Council that permits the City to incur obligations and to make expenditures of resources.

Appropriation Ordinance: The official document adopted by the City Council establishing the legal authority to obligate and expend resources.

Assessed Valuation: A value that is established for real and personal property for use as a basis for levying property taxes. NOTE: the County establishes Property values. The City of Bullhead City does not assess property tax at this time.

Audit: Prepared by an independent certified public accountant (CPA), the primary objective of an audit is to express an opinion of whether the City's financial statements present fairly the City's financial position and results of operations in conformity with generally accepted accounting principles. In conjunction with their performance of an audit, it is customary for an independent auditor to issue a management letter stating the adequacy of the City's internal controls as well as recommending improvements to the City's financial management practices.

Basis of Accounting: A term used to refer to when revenues and obligations are recognized in the accounts and reported in the financial statements.

Bond: A written promise to pay a sum of money on a specific date at a specified interest rate. The interest payments and the repayment of the principal are detailed in a bond ordinance. The most common types of bonds are general obligation, revenue bonds, and special improvement district bonds. These are most frequently used for construction of large capital projects such as buildings, streets and sewers.

Budget: A financial plan for a specified period of time that matches planned revenues and expenditures to municipal services. Bullhead City prepares a financial plan each fiscal year.

Budget Amendment: A procedure to revise a budget appropriation either by City Council approval through the adoption of a supplemental appropriation ordinance for any interdepartmental or inter-fund adjustments, or by City Manager authorization to adjust appropriations within a departmental budget. These are discouraged.

Budget Basis: The form of accounting utilized throughout the budget process. The City's budget for general government is on the modified accrual basis. Revenues are recorded when they are both measurable and available. Liabilities are recognized when incurred (except for long-term debt which is carried in the general long-term debt account group). The City's accounting records for the Wastewater Enterprise Fund are maintained on a full accrual basis; revenues are recognized when earned and expenses are recognized when incurred.



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Budget Calendar: The schedule of key dates or milestones that the City follows during the preparation, adoption, and administration of the budget.

Budget Carryforward: The departments are responsible for requesting and verifying carry-forward. Carry-forwards are most frequently used during construction of large capital projects such as buildings, streets, and sewers.

Budget Document: This document is used to present a comprehensive financial program to the citizens of Bullhead City, the City Council, and other interested parties.

Budget Message: The opening section of the budget which provides the City Council and the public with a general summary of the most important aspects of the budget, changes from the current and previous fiscal years, and recommendations regarding the financial policy for the coming period.

Budget Policies: General and specific guidelines that govern financial plan preparation and administration.

Budgetary Control: The control or management of a governmental unit or enterprise in accordance with an approved budget for the purpose of keeping expenditures within the limitations of authorized appropriations and available revenues.

Budgeted Funds: Funds that are planned for certain uses but have not been formally or legally appropriated by the legislative body.

CDBG: Acronym that stands for Community Development Block Grant. A source of grant funding for a variety of projects, i.e. Safehouse construction, Family Self-Sufficiency Counselor funding, and modifications to municipal facilities to comply with the Americans with Disabilities Act.

CIP: Acronym that stands for Capital Improvements Program.

CJEF: Acronym that stands for Criminal Justice Enhancement Fund. The State of Arizona Department of Public Safety administers this fund. This fund provides grant money to local law enforcement authorities to be used to enhance projects designed to prevent or control crimes.

Capital Improvements Plan (CIP): A plan to provide for the maintenance or replacement of existing public facilities and assets and for the construction or acquisition of new ones.

Capital Improvements Plan Budget: A Capital Improvement Plan (CIP) Budget is a budget separate from the operating budget. Items in the CIP are usually construction or renovation projects designed to improve the value of the government assets. Examples of capital improvement projects include new roads, sewer lines, buildings, recreational facilities, and large scale remodeling.

Capital Outlay: Expenditure that results in the acquisition of or addition to fixed assets.



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Capital Projects Fund: A fund created to account for financial resources to be used for the acquisition, construction, or renovation of major capital facilities (other than those financed by proprietary funds, special assessment funds, and trust funds).

Control Account or Control Group: The identity given to expenditure types, such as personnel costs, services and supplies, and capital outlay expenditures.

Cost Center: An organizational budget/operating unit within a City department, i.e., Engineering Services is a cost center of the Public Works Department.

Debt Limitation: The limit set on the issuance of general obligation bonds per State constitution. For general municipal purposes, a municipality cannot incur a debt exceeding six percent of the assessed valuation of taxable property in the city. Additional bonds amounting to twenty percent of the assessed valuation of taxable property can be issued for supplying such specific city services as water, lights, sewers, development of open spaces, preserves, parks, playgrounds and recreational facilities. The City currently has no general obligation bonds.

Debt Service: The amount of interest and principal that a City must pay each year on net direct long-term debt plus the interest it must pay on direct short-term debt.

Direct Debt: The sum of the total bonded debt and any unfunded debt (i.e. short-term notes) of the City for which the City has pledged its "full faith and credit." This does not include the debt of overlapping jurisdictions.

Self-Supporting Debt: Debt for which the City has pledged a repayment source separate from its general tax revenues (i.e. Wastewater bond repaid from wastewater user charges/improvement district (assessment) bonds utility income/special assessment bonds).

Net Direct Debt (or Net Bonded Debt): Direct debt minus self-supporting debt.

Overlapping Debt: The City's proportionate share of the debt of other local governmental units that either overlap it or underlie it. The debt is generally apportioned based on relative assessed value.

Debt Service Fund: A fund established to account for the accumulation of resources for, and the payment of, general long-term debt principal and interest.

Debt Service Fund Requirements: The amounts of revenue which must be provided for a Debt Service Fund so that all principal and interest payments can be made in full on schedule.

Deferred Compensation Agency Fund: The City administered fund that is used to account for the monies held for employees who elect to make cash contributions, through payroll deduction, to a tax-deferred plan known as the 457 Plan.

Deficit: An excess of expenditures over revenues.



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Department: A major administrative division of the City that indicates overall management responsibility for an operation or a group of related operations within a functional area.

Designated Fund Balance: A portion of unreserved fund balance designated for a specific future use.

EDA: Acronym that stands for Economic Development Authority. A group of citizens appointed to a commission that works together to assist the City with the promotion of economic development and creation of jobs.

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 governmental accounting fund in which the services provided are financed and operated similarly to those of a private business. It is the intent of the City that the costs (including depreciation) of providing services to the general public be financed or recovered primarily through user charges. The rate schedules for these services should be established to ensure that user revenues are adequate to meet all necessary expenditures.

Estimated Revenue: The amount of projected revenue to be collected during the fiscal year.

Expenditure: The outflow of funds paid for an asset obtained or goods and services acquired. NOTE: An encumbrance is not an expenditure; an encumbrance reserves funds to be expended.

Expenditure Limitation: A state imposed limit placed on expenditures of the City.

FEMA: Acronym that stands for Federal Emergency Management Agency. A federal agency that provides funding for grants related to hazard mitigation.

Fiduciary Fund Type: The trust and agency funds used to account for assets held by the City in a trustee capacity or as an agent for individuals, private organizations, other government units and/or other funds.

Financial Plan: A parent document for the budget that establishes management policies, goals, and objectives for all programs within the City.

Fiscal Year: The time period designated by the City signifying the beginning and ending period for recording financial transactions. The City of Bullhead City has specified July 1 through June 30 as its fiscal year.

Fixed Assets: Assets of long-term character that is intended to continue or to be held or used, such as land, building, machinery, furniture and other equipment. The City has defined such assets as those with an expected life of more than one year and an acquisition cost of more than \$5,000.

Full-Time Equivalent (FTE): Ratio of total number of paid hours during a period (part time, full time, contracted) by the number of working hours in that period.



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Fund: An accounting entity that records all financial transactions for specific activities or government functions. Eight commonly used fund types in public accounting are: general fund, special revenue fund, debt service fund, capital projects fund, enterprise fund, trust and agency fund, internal service fund, and special assessment fund.

Fund Balance: Also known as financial position, fund balance is the excess of current assets over current liabilities and reserves and is therefore also known as surplus funds.

FY: Abbreviation for fiscal year, the time period designated by the City signifying the beginning and ending period for recording financial transactions.

GOHS: Acronym that stands for Governor's Office of Highway Safety. A state agency that provides funding for grants related to traffic enforcement programs.

General Fund: The primary operating fund of the City; the General Fund accounts for most of the financial resources of the government not specifically accounted for in other funds. General Fund revenues include primary property taxes, licenses and permits, local taxes, service charges, and other locally generated types of revenue. This fund usually includes most of the basic operating services, such as police protection, finance, data processing, courts, attorneys, parks and recreation, and general administration.

General Fixed Asset Account Group: A self-balancing group of accounts established to account for fixed assets of the City. This does not include fixed assets of the Wastewater Enterprise Fund. They are included in the Enterprise Fund.

General Governmental Revenue: The revenues of a government other than those derived from and retained in an enterprise fund.

General Long-term Debt Account Group: An account group that accounts for the balances due on long-term indebtedness that has been financed. The group also accounts for the dollar value of the accrued vacation and other compensated absences of city employees.

General Obligation Bonds: also known as GO Bonds. These types of bonds finance a variety of public projects such as streets, buildings, and improvements. The repayment of these bonds is usually made from secondary property taxes, and these bonds are backed by the "full faith and credit" of the issuing government. The issuance of general obligation bonds must be submitted to the voters for approval. The City has no general obligation bonds.

Goal: A statement of broad direction, purpose, or intent.

Grant: A contribution by a government or other organization to support a particular function. Grants may be classified as either categorical or block depending upon the amount of discretion allowed the grantee.

HURF: Acronym that stands for Highway User Revenue Fund. The Special Revenue Fund that accounts for transportation related revenue and expenditures associated to the construction or maintenance of city streets.



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Improvement District: An area that is established to receive specific capital improvements or services deemed to benefit primarily those properties within its boundaries.

Internal Service Fund: A fund used to account for the financing of goods or services provided by one department to another, or to other governments, on a cost-reimbursement basis.

Lease Purchase Agreement: A contractual agreement by which capital outlay may be purchased by making annual lease payments.

Line-Item Budget: A budget that lists each expenditure category (salary, materials, telephone service, travel, etc.) separately, along with the dollar amount budgeted for each specified category.

Long-Term Debt: Debt with a maturity of more than one year after the date of issuance.

Maturity Date: The date by which long-term debt will be paid off.

MPC: Acronym that stands for Municipal Property Corporation. A non-profit corporation with the main purpose of providing a financing alternative to fund the cost of acquiring, constructing, reconstructing and improving various municipal properties and buildings suitable for use by and for leasing to the City.

MPC Bonds: A method of funding major municipal projects. Citizens do not have to vote on this means of financing, nor are the bonds subject to debt limitation as specified by State constitution.

Non-operating Expense: An expense that is not directly related to the provision of services, i.e. debt service.

Non-operating Revenue: Revenue that is generated from other sources, i.e. interest, and is not directly related to service activities.

NSIP: Acronym that stands for Neighborhood Street Improvement Program. A maintenance program that is adopted by City Council that provides for construction of asphalt surface improvements, street replacements, and seal coating to extend the life of the selected streets within the City.

Objective: A statement of specific direction, purpose, or intent based on the goals established for a specific department.

Operating Revenue: Funds received as income, exclusive of other financing sources such as bond proceeds. In governmental fund types, this includes such items as tax payments, fees from specific services, receipts from other governments, fines, forfeitures, grants, shared revenues, and interest income. Proprietary Fund revenues are directly related to the primary activities of the fund, i.e. user charges.

Operating Budget: The portion of the budget that pertains to daily operations that provides basic governmental services. The operating budget excludes the capital projects budget. It contains appropriations for such expenditures as personnel, supplies, utilities, materials, travel and fuel.



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Operating Transfer: City resources are transferred between various funds. Transfers are made in order to subsidize projects in other funds. Transfers to other funds always equal transfers from other funds.

Performance Budget: A budget that focuses upon departmental goals and objectives rather than those line items, programs, or funds. Workload and unit cost data are collected in order to assess the effectiveness and efficiency of services.

Performance Measures: Specific quantitative and qualitative measures of work performed as an objective of the department.

POST: Acronym that stands for Police Officer Standards and Training. A state agency that provides grant funding for various law enforcement training.

Primary Property Tax: A statutory limited tax levy that is based on value and may be imposed for any purpose.

Program Budget: A budget that focuses upon broad functions or activities of an agency or jurisdiction rather than upon its organizational budget units or object classes of expenditure.

Reserve: An account used to indicate that a portion of a fund's assets are legally restricted for a specific purpose and is, therefore, not available for general appropriation.

Retained Earnings: The accumulated earnings of an Enterprise or Internal Service Fund which have been retained in a fund and which are not reserved for any specific purpose.

REU: Acronym that stands for residential equivalent unit regarding connection to the wastewater treatment system.

Revenue: Funds that the government receives as income. This includes such items as tax payments, fees from specific services, receipts from other governments, fines, forfeitures, grants, shared revenues, and interest income.

Revenue Bonds: Bonds usually sold for a construction project that will produce revenues for the government. That revenue is pledged to pay the principal and interest of the bond. Revenue bonds are not subject to the debt limitation as regulated by the State constitution; however, they still must be submitted to the voters for approval.

RICO: Acronym that stands for Racketeering Influenced Criminal Organizations. A Special Revenue Fund that accounts for the RICO revenues and expenses of the Police Department. Expenditures from this fund are restricted to the furtherance of law enforcement efforts.

Risk Management: An organized attempt to protect a government's assets against loss in the most economical method.

Secondary Property Tax: An unlimited tax levy that may be used only to retire the principal and interest or redemption charges on bond indebtedness.



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SLIF: Acronym that stands for State Lake Improvement Fund. A state fund that provides grant funding for improvement of water related recreation facilities.

Source of Revenue: Revenues are classified according to their source or point of origin.

Special Improvement District Bonds: Special improvement district bonds can be issued by a city to finance improvements in specific areas of the municipality. The property owners benefiting from the improvements are assessed to pay for the cost of retiring the bonds. This type of finance mechanism is generally used for such projects as street improvements and the extension of sewer lines.

Special Revenue Funds: Funds used to account for the proceeds from specific revenue sources that are legally restricted to expenditures for specific purposes.

Street Improvement District Bonds: Bonds issued for the constructing of streets and highways within the city. Highway user revenues may be pledged to repay the principal and interest of the bonds. The limitation of the issuance of these bonds is dependent on the bond rating. These bonds are not subject to the debt limitation as governed by State constitution, however, the issue must go to the voters for approval.

TOT: An acronym that stands for Transient Occupancy Tax, also known as bed tax. This is a local revenue source for the Economic Development Fund. Three percent tax is assessed on transient rentals (those of less than 30 days).

Trust and Agency Funds: Also known as Fiduciary Fund Types, these funds are used to account for assets held by the City in a trustee capacity or as an agent for private individuals, organizations, or other governmental agencies. The fiduciary funds used by the City include expendable trust and agency funds. Expendable trust funds are accounted for in the same manner as governmental funds (general, special revenue, debt service, and capital project funds). Agency funds are custodial in nature (assets equal liabilities) and do not measure the results of operations.

Unreserved Fund Balance: Unreserved fund balance is the excess of assets over liabilities and reserves that is available for general appropriation.

WACOG: Acronym that stands for Western Arizona Council of Governments. A council of governments representing western Arizona, headed by an executive board that assist member agencies with the administration of government, community development, planning of municipal facilities and road improvements. This council also determines the distribution of Community Development Block Grant (CDBG) allocations.