



**BULLHEAD CITY
ARIZONA**

**FISCAL YEAR 2014-15
ADOPTED BUDGET**

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Dedicated to the Memory of Annette Loos

1948-2014



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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.

Financial Plan Policies

Formally articulated budget and fiscal policies provide the foundation for preparing and implementing the budget while assuring the City's long-term fiscal health. Included in this budget document, these policies include general budget, debt and investment policies.

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 request are made and subsequently reviewed. Below are the phases in 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. A three-year revenue forecast is also prepared for each major fund.

Policy/Strategy Phase: The City Council's goals and directives set the tone for the development of the budget. Council meets annually in a retreat to identify strategic priorities, issues and projects impacting the ensuing fiscal year 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, time lines, and an overview of fiscal constraints and resources available for allocations.



PREFACE

BUDGET PROCESS

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-offs 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 the process, preliminary departmental budgets are prepared.

Review/Development Phase: within the framework of the City's financial capacity, 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 months of April or May, the City Manager submits to the City Council a proposed Operating Budget for the fiscal year commencing the following July 1. Council meets with the City staff in workshops to discuss the budget proposal and 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 – FISCAL YEAR 2014-15

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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 *P.R.I.D.E.*

Professional

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

Responsible

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 is 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.

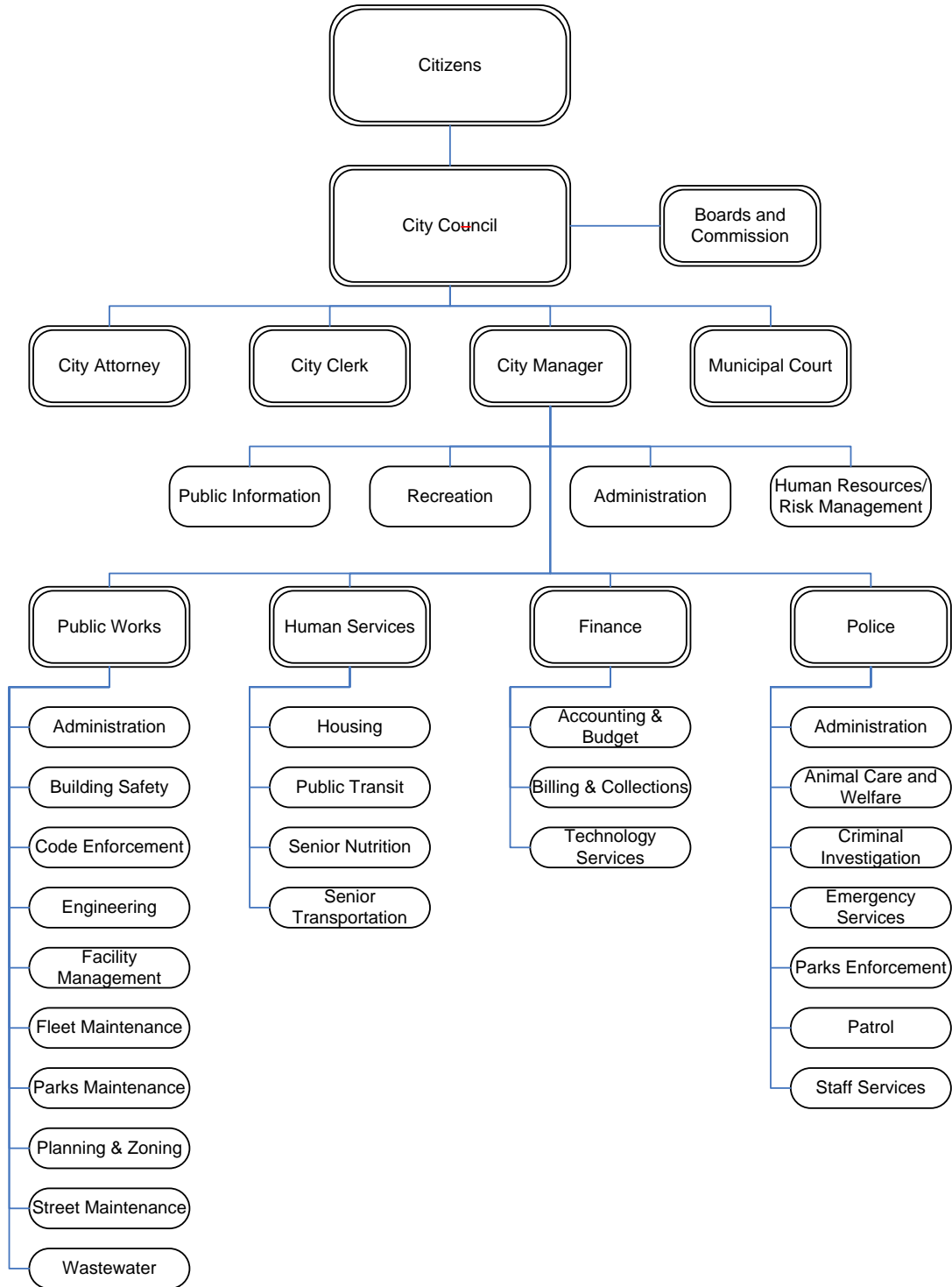
Excellence

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

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.



Mayor Jack Hakim

- Appointed to Council March 2001
- Elected to Council March 2001
- Served as Vice Mayor from Sept. 2006 to November 2006
- Resigned to run for Mayor November 2006
- Elected Mayor March 2007
- Assumed office June 2007
- Term expires May 2011

CITY/REGIONAL/STATE COMMITTEES, BOARDS AND ORGANIZATIONS:

- Tri City Council, Founder
- Former Kiwanis Club
- Habitat for Humanity, Board Member
- BHC Clean & Beautiful, Founder
- Bullhead City Regatta, Founder
- BHC Regional E. D. A., Board Member
- Former Mohave County Airport Authority, Board Member
- Veterans Sub-Committee, Board Member
- AZ Department of Homeland Security – West Region, Appointed Member
- Member of the Governor's Inaugural Committee 2007
- Bullhead City/Laughlin Air Service Committee
- Member of Bullhead City Regatta Steering Committee
- Vice Chairman, CRRSo

PERSONAL

- Retired Marketing Executive
- Retired to BHC in 1998
- Married for 44 years, two sons and two granddaughters
- Recipient of the Spirit of Arizona Award in 2006



INTRODUCTION

CITY OFFICIALS



Vice Mayor Jerry Duvall

- Elected to City Council May 2009
- Served as Vice Mayor 2011-2012 and 2014-2015
- Term expires May 2016

CITY/REGIONAL/STATE COMMITTEES, BOARDS AND ORGANIZATIONS

- Former Bullhead City Elementary School Board Member
- Arizona Conference of Police & Sheriffs
- National School Resource Officers Association
- Knights of Columbus
- Fraternal Order of Police
- Vietnam Veterans American Member
- Member of Post 10005 Veterans of Foreign Wars

PERSONAL

- Widowed one son
- Born and raised in Two Rivers, Wisconsin
- Bullhead City resident for 29 years
- Served 4 years in the United States Army
- Awarded 2 purple Hearts, Bronze star and combat infantry medals
- Retired from the Bullhead City Police Department after 22 years of service
- Rotary Club Officer of the year
- Distinguished Police Service Medal
- 2 Police Commendation Medals
- Arizona State Boating Officer of the year
- Bullhead City Police Union President/Vice President & Contract Negotiator



Councilmember Samuel C.C. Medrano

- Elected to City Council March 2003
- Served as Vice Mayor 2008-2009
- Term expires November 2014

CITY/REGIONAL/STATE COMMITTEES, BOARDS AND ORGANIZATIONS

- Former Rural Transportation Advocacy Commission
- Municipal Property Corporation
- Tri-City Shop Local Campaign

PERSONAL

- Five children and three grandchildren
- 2002 Community Achievement Award Winner-Communications Division
- 2013 Community Achievement Award Winner – Spirit of the Colorado River
- News and Sports Director for TV2 KLBC
- Formerly active in AYSO and Pop Warner Football



INTRODUCTION

CITY OFFICIALS



Councilmember Sheila Shutts

- Elected to City Council May 2009
- Served as Vice Mayor 2010-11
- Term expires November 2016

CITY/REGIONAL/STATE COMMITTEES, BOARDS AND ORGANIZATIONS

- Veteran's Advisory Council-Bullhead City
- BHC Arizona Veterans' Registry Coordinator
- Real Estate Owned Committee
- Veterans Advisory Council
- State of Arizona Ladies Auxiliary
- Elks Lodge #2408 & Auxiliary VFW
- Colorado River Republican Women
- Republican Forum
- LHC Foundation for Higher Learning
- Colorado River Woman's Council
- BHC Morning Kiwanis Club
- Women of the Moose
- American Legion Post 60 Auxiliary
- Associate Vietnam Veterans of Americas – Chapter 975

PERSONAL

- Married for 43 years, two children and three grandchildren
- Retired Manager of Pacific Bell



Councilmember Kathy Bruck

- Elected to City Council May 2007
- Served as Vice Mayor 2009-2010 and 2013-2014
- Term Expires November 2014

CITY/REGIONAL/STATE COMMITTEES, BOARDS AND ORGANIZATIONS

- SHIP (State Health Insurance Assistance Program) Benefits Counselor
- WACOG (Western Arizona Council of Governments) Executive Board Member and Past Chairman
- Mohave County Advisory Council for WACOG Board Member
- Mohave County Board of Public Health, Board Member
- BHHS Legacy Foundation – Dress Kids for Success
- Sunrise Chapter #60 Order of the Eastern Star, Past Matron and Secretary
- Elks Lodge #2408 Auxiliary
- VFW Post 10005 Auxiliary Life Member
- River Valley Seniors Club, Member
- Bullhead City Meals on Wheels, Secretary/Treasurer

PERSONAL

- Widow of late Council Member Franz Bruck
- Resident of Bullhead City for over 12 years
- Recipient of Public Service Award 2012
- Recipient of the Heart In Hand Award 2014



INTRODUCTION

CITY OFFICIALS



Councilmember Mark Clark

- Elected to City Council May 2009
- Served as Vice Mayor 2012-2013
- Term expires November 2016

CITY/REGIONAL/STATE COMMITTEES, BOARDS AND ORGANIZATIONS

- Tri-City Council
- Bullhead City Water Advisory Committee
- Mohave County Water Authority Vice Chairman
- Arizona Water Association
- Agribusiness and Water Council of Arizona
- Mohave County Industrial Development Authority, Board of Directors Vice President
- Mohave County Airport Authority
- Real Estate Committee for the Mohave County Airport
- Bullhead Regional Economic Development Authority (BREDA) Board of Directors
- BREDA Administrative and Finance Committee
- Mohave County Sheriff Technical Advisory Committee
- Association of Financial Professionals

PERSONAL

- Married for 35 years
- Tri-State resident for 14 years
- President QPC Inc.
- Manager for Mohave Valley Irrigation and Drainage District



Councilmember Tami Ring

- Elected to City Council May 2013
- Term expires November 2016

CITY/REGIONAL/STATE COMMITTEES, BOARDS AND ORGANIZATIONS

- Bullhead City real Estate Owned Committee
- Colorado River Republican Women's Association
- SAINT (Saving Animals In Need Together)
- Bullhead Area Chamber of Commerce

PERSONAL

- Proud mother of one daughter
- Resident of Bullhead City for 23 years
- Founder of "Clipping The River" Direct Mail
- Owner of Design Styles Window Treatments 2003-2010
- Licensed Real Estate Agent 2002-2003
- License Insurance Agent 2010-2015
- Currently employed at Lamar Advertising Company



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

- **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.
 - **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
- **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.



POLICIES AND COMMON QUESTIONS

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; and
- Be regarded positively by the rating 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.

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, 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.

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 can not 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 recognized 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, the encumbrances lapse.

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 expended 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.



POLICIES AND COMMON QUESTIONS

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. These projections are 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. As a result of construction schedules, this project will cross three fiscal years. 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 request for new wastewater service connections) are all based on assumptions about what development will do the City of Bullhead City during the coming year. Revenue estimates are made cautiously since estimating too high may result in setting an expenditure budget that will not be supported by current revenues.

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.



POLICIES AND COMMON QUESTIONS

Once the Council goal setting retreat has addressed the issues, a given policy direction of 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 rates 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 of 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. Department submit their budget to the Finance Department for review. Budget staff reviews the budgets in detail, checking for 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.

Can you amend the budget once it is adopted?

During the fiscal year, the City Manager may at any time transfer and 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 the expenditures and revenues are monitored regularly and compared to the budget projections. Quarterly operating reports are prepared that provide a quarterly status or revenues and expenditures compared to the budget and detail reasons for variances; updates the status of each department's work plan and the capital improvement plan; and provides information on the status of the City's investments.



POLICIES AND COMMON QUESTIONS

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, the information is used to compare the projections of revenues and expenditure 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 close projections we rot actual.

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, 2014 is as follows:

6%	\$15,878,212
20%	\$52,927,374

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 extension 111 or visit our website at www.bullheadcity.com



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				
Culture Recreation	√			√CR												√CR											
Legal Services	√	√CR				√CR						√CR									√CR						
Judicial	√										√CR		√CR		√CR		√CR										
Financial Administration	√	√CR				√CR	√CR	√CR												√CR	√CR						
Executive	√	√CR				√CR												√CR	√CR		√CR						
Legislative	√																				√CR						
Public Works	√	√CR				√CR															√CR	√CR					
Personnel Administration	√	√CR																			√CR			√CR		√CR	
Economic Development	√																										
Housing					√																						
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

BUDGET MESSAGE

To the Honorable Mayor and City Council,

I am pleased to submit to you the Annual Budget for the City of Bullhead City beginning July 1, 2014 and ending June 30, 2015. The budgeted operating expenditures are balanced against projected operating revenues. The preparation of a budget is an annual challenge when the needs of the community far outweigh the limited available financial resources. However, it is also an opportunity to utilize the resources for the most critical needs.

The City's infrastructure maintenance and replacement is impacted during economic downturns. The condition of city streets has been discussed and analyzed at work sessions. Highway user revenue funds (gasoline taxes) received from the state to fund street operations and maintenance has not been sufficient to meet our needs. The Public Works Department has estimated \$35 million is needed to fund streets improvements.

Operating revenue estimates for the General Fund continue to be conservative with a city economy based on retail, tourism, and construction.

The projected "fund balance" (reserves) in the General Fund is expected to be over \$7 million at the end of the fiscal year 2015.

The overall financial health of the City is stable, due to the leadership and direction of the City Council and the fiscal restraint of the staff.

Fiscal Year 2015 Budget Summary

The budget for fiscal year 2015 represents a comprehensive spending plan for all funds totaling of \$75.3 million; a 11% increase from the prior fiscal year 2014 budget of \$67.9 million. This increase is due to a budget placeholder for a proposed street capital improvements and the budget for wastewater capital improvements.

Fund Category	FY14 Budget	FY15 Budget	\$ Chg	% Chg
General Fund	\$23,056,089	\$23,609,528	\$553,439	2.4%
Special Revenue	\$7,492,502	\$7,919,733	\$427,231	5.7%
Capital Projects	\$5,356,251	\$9,633,471	\$4,277,220	79.9%
Debt Service	\$5,646,987	\$5,458,506	-\$188,481	-3.3%
Enterprise	\$18,900,414	\$21,383,591	\$2,483,177	13.1%
Internal Service	\$7,397,841	\$7,277,305	-\$120,536	-1.6%
Total Funds	\$67,850,084	\$75,282,134	\$7,432,050	11.0%



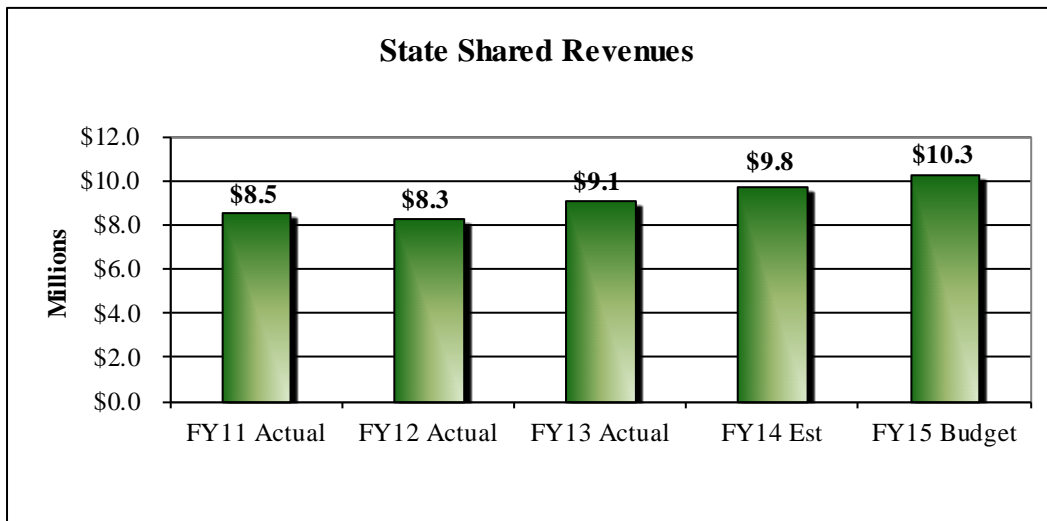
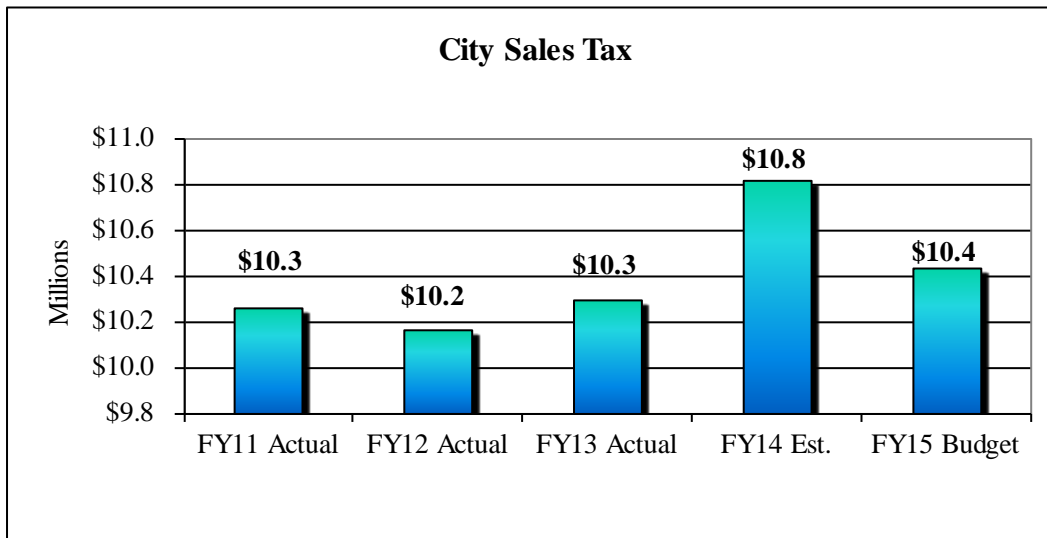
BUDGET SUMMARIES

BUDGET MESSAGE

The General Fund budgeted expenditures and transfers out for fiscal year 2014-15 totals \$25.5 million; a 2% increase from the prior fiscal year of \$24.5 million.

General Fund revenues are projected to be sufficient to fund the operating budget without dipping into the reserves.

- ✓ Local sales tax revenues are near FY 2009 levels
- ✓ State shared sales tax revenues and auto fees are near FY 2007 levels





BUDGET SUMMARIES

BUDGET MESSAGE

Expenditures/Expenses were presented by departments with a zero based, line-item budget process. In preparation for the budget process, staff was asked to keep expenditures/expenses at FY14 levels.

Proposed City fees increases were discussed by executive staff and presented to Council for consideration. After proposed fee increases were posted to the city website for 60 days, they were presented for discussion and adoption. Some fees were increased by the consumer price index. However, some fees were reduced such as the business license fee.

Capital expenditures in FY15, including enterprise fund projects, are estimated at \$15.8 million. Again, there is included a placeholder for \$5 million for street improvements which is contingent upon the voter's approval of a dedicated tax to fund improvements. The capital improvement plan strives to incorporate a diverse financial plan. The plan maximizes the use of ongoing revenues, bonds, and grants that provide a balanced distribution of costs.

Acknowledgements

The FY15 Budget is a conservative yet responsible spending plan that will provide the means for the City to provide the community quality municipal services.

I want to thank city staff for its team effort to restrain spending and preparing a fiscally prudent budget. I also want to thank the Mayor and City Council for its leadership and direction in this endeavor.

Toby Cotter
City Manager



BUDGET SUMMARIES

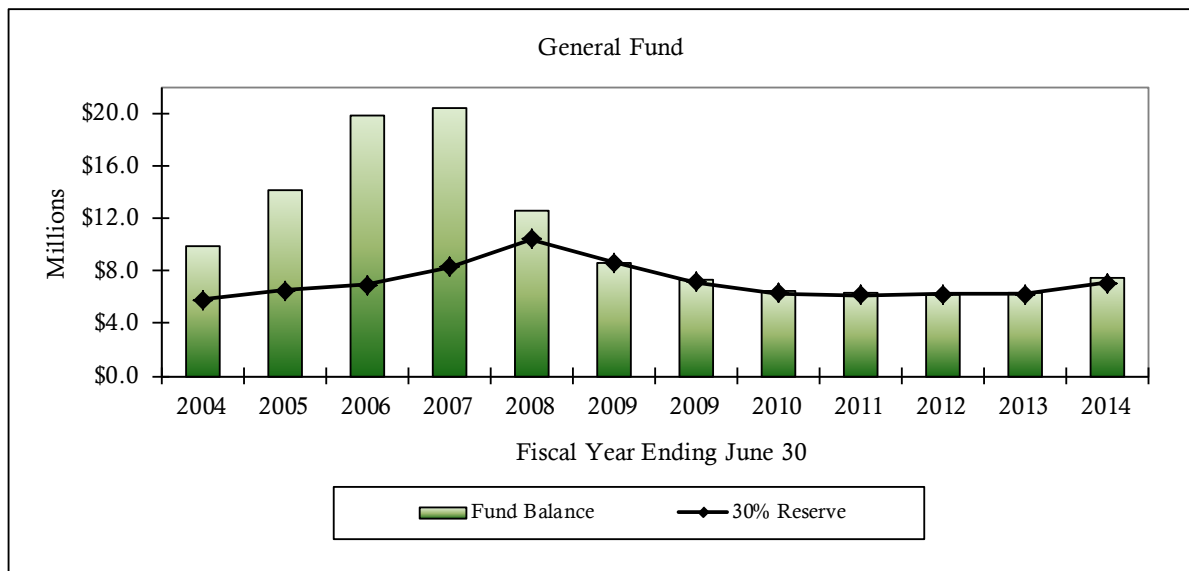
PROJECTION OF FINANCIAL CONDITION

Fund Category	Estimated Balance 07/01/14	FY15 Estimated Revenue	FY15 Estimated Expenditures	Transfers In	Transfers Out	Estimated Balance 06/30/15
General Fund	\$7,652,884	\$24,252,103	\$23,609,528	\$0	\$1,842,575	\$6,452,884
Special Revenue	1,689,367	7,267,557	7,919,733	408,033	800,000	645,224
Capital Projects	2,538,530	6,681,887	9,633,471	525,000	-	111,946
Debt Service	1,143,420	3,436,250	5,458,506	1,581,942	-	703,106
Enterprise	96,458,707	14,292,234	21,383,591	127,600	-	89,494,950
Internal Service	(252,358)	6,785,344	7,277,305	-	-	(744,319)
Total Funds	\$109,230,550	\$62,715,375	\$75,282,134	\$2,642,575	\$2,642,575	\$96,663,791

City Funds and Fund Balances

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. The estimated ending fund balance at FY 2014 is \$7.6 million. This is approximately 32% 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

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 sharply in the amount \$1.0 million. This is due to full utilization of street funds. Real property owned by the City is being held for a future sale date when the recovery of investment is attainable due to the current poor economic conditions.

There are seventeen special revenue funds:

- ✓ Highway User Revenue (HURF)
- ✓ Economic Development
- ✓ Racketeering Influenced Criminal Organizations (RICO)
- ✓ Housing
- ✓ Arts Commission
- ✓ Special Assessment Administration
- ✓ Judicial Collection Enhancement Fund (JCEF)
- ✓ Water Impost
- ✓ Transit
- ✓ Real Estate Owned (REO)
- ✓ Court Enhancement
- ✓ Fill the Gap
- ✓ Community Development Block Grant/Housing Trust Fund (CDBG/HTF)
- ✓ River Regatta
- ✓ 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 is expected to change significantly due to the expected completion of a drainage improvements and street improvements.

There are five capital project funds:

- ✓ Street Light Improvement Districts
- ✓ Flood Control
- ✓ Park Improvements
- ✓ Street Improvements
- ✓ Municipal Facilities



BUDGET SUMMARIES

PROJECTION OF FINANCIAL CONDITION

Debt Service Funds:

The debt services 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 accumulation of prepaid assessments projected to be redeemed in FY15.

There are five debt service funds:

- ✓ Municipal Property Corporation
- ✓ Bond Refinancing
- ✓ Water Infrastructure Authority loan no. 1 (WIFA1)
- ✓ Water Infrastructure Authority loan no. 2 (WIFA2)
- ✓ Water Infrastructure Authority loan no. 3 (WIFA3)

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. \$5 million of wastewater capital improvements are projected to be completed in FY15 and FY16. The financing of the improvements are from Private Placement Bonds to be repaid by wastewater user fees. Due to the economic recession, there is not much development activity resulting in low water resource fee collections. The water resource fees 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 three enterprise funds:

- ✓ Wastewater Operations
- ✓ Water Resources
- ✓ Wastewater Development

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 expected to be moderate changes to the retained earnings of the internal service funds due depreciation in fleet services and no replacement funding from other funds.

There are four internal service funds:

- ✓ Fleet Services
- ✓ Risk Management
- ✓ Employee Benefits Trust
- ✓ Fleet Replacement



BUDGET SUMMARIES

FY15 BUDGET SUMMARY

The City of Bullhead City's FY15 annual budget appropriation totals \$ 75.3 million an increase of 11.0% from FY14. A summary of uses is provided below.

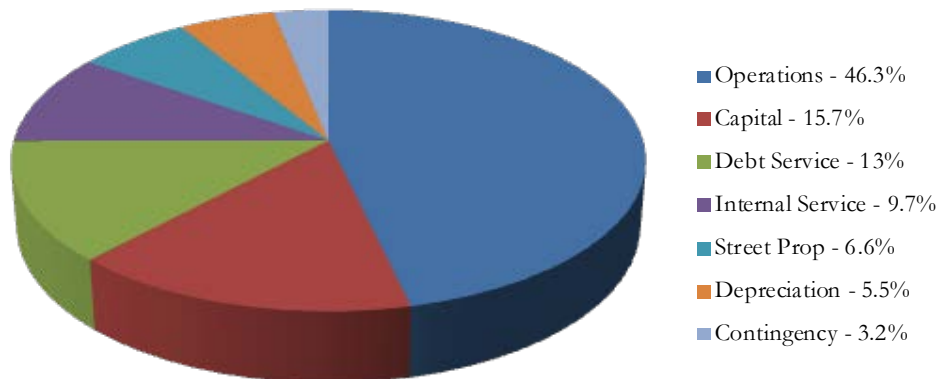
EXPENDITURES

Total Budget Uses In Millions

Description	FY12 Budget	FY13 Budget	FY14 Budget	FY15 Budget	% Change Previous Year
Operations	\$ 31.2	\$ 33.0	\$ 34.0	\$ 34.9	2.5%
Capital Purchases	9.3	13.0	9.9	11.8	18.4%
Street Improvements Proposition	-	-	-	5.0	0.0%
Debt Service	10.9	11.2	9.8	9.8	-0.3%
Depreciation	4.2	4.2	4.2	4.2	0.0%
Contingencies	3.6	3.8	2.5	2.4	-3.7%
Total Expenditures	\$ 59.2	\$ 65.2	\$ 60.5	\$ 68.0	12.5%
Internal Services	7.3	7.4	7.4	7.3	-1.6%
Total Expenditures	\$ 66.4	\$ 72.6	\$ 67.9	\$ 75.3	11.0%
Transfers Out	2.2	2.0	2.6	2.6	0.4%

The budget is comprised of the following seven major groups: The operating budget of \$34.9 million; Capital Purchases of \$11.8 million; Street Proposition of \$5 million; Debt Service of \$9.8 million; Depreciation of \$4.2 million; Contingencies of \$2.4 million; Internal Services of \$7.3 million.

Where the Money Goes





BUDGET SUMMARIES

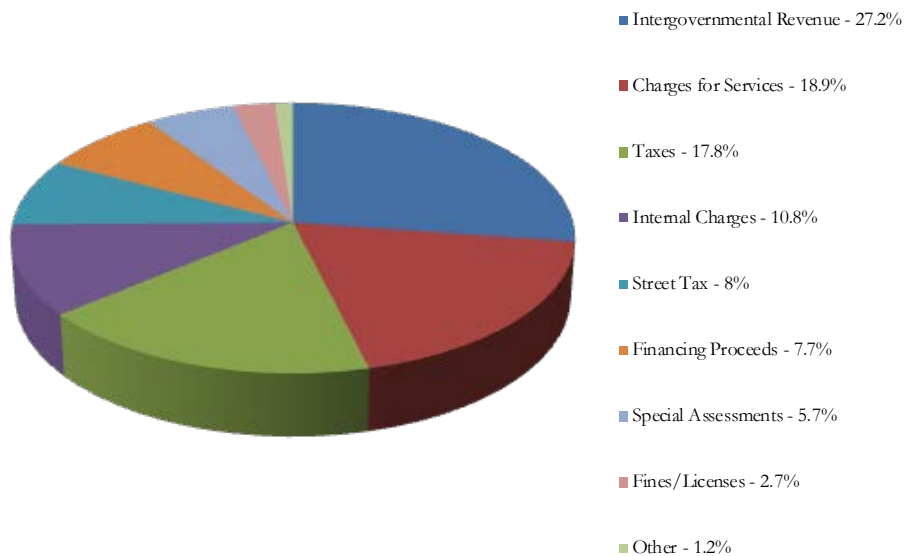
REVENUES

The FY15 estimated revenues total \$55.9 million an increase of 8% over FY14 budgeted revenues. The increase is due to the budgeted placeholder for proposed street tax. Excluding the proposed street tax, the city has forecasted no substantial changes to estimated revenue for the new budget year.

Total Budgeted Sources *In Millions*

Description	FY12 Budget	FY13 Budget	FY14 Budget	FY15 Budget	% Change Previous Year
Taxes	11.0	11.2	11.1	11.2	0.6%
Dedicated Street Taxes	-	-	-	5.0	0.0%
Intergovernmental Revenue	16.6	22.5	18.8	17.1	-9.3%
Fines, Licenses, Permits & Rents	1.5	1.4	1.6	1.7	7.2%
Charges for Services	11.2	11.9	11.5	11.8	3.3%
Capital Lease/Bond Proceeds	3.4	0.6	4.3	4.9	14.1%
Special Assessments	5.9	5.3	3.6	3.6	-1.1%
Investment Income	0.2	0.1	0.0	0.1	35.8%
Miscellaneous Revenue	0.8	0.8	0.8	0.7	-19.1%
Total Revenues	\$ 50.6	\$ 53.7	\$ 51.7	\$ 55.9	8.2%
Internal Charges	6.2	6.9	7.0	6.8	-3.3%
Total Appropriations	\$ 56.8	\$ 60.6	\$ 58.7	\$ 62.7	6.8%
Transfers In	2.2	2.0	2.6	2.6	0.4%

Where the Money Comes From



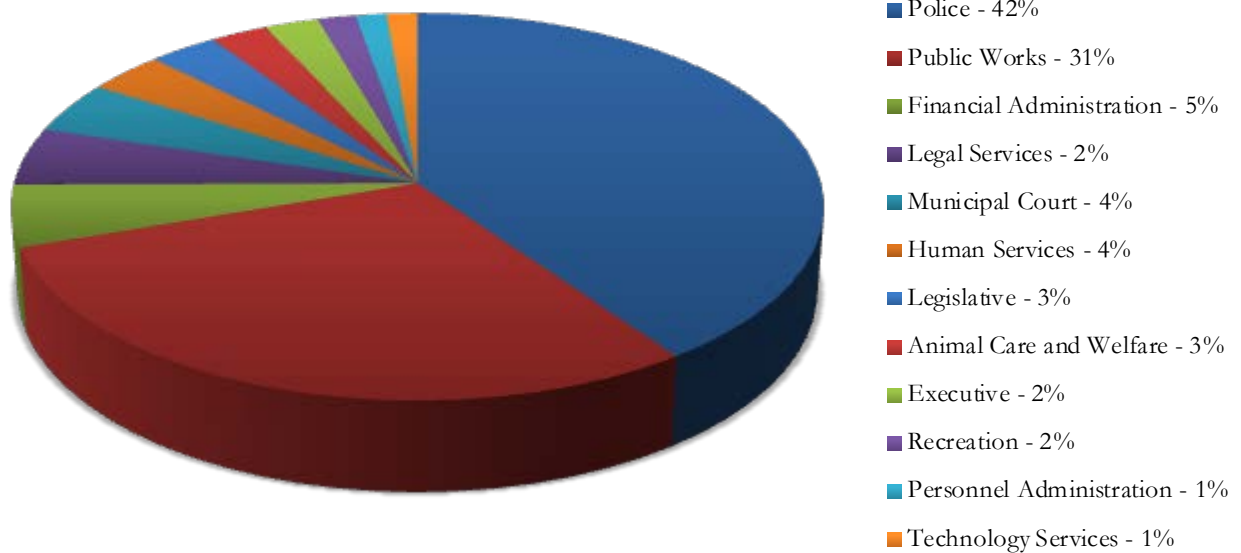


BUDGET SUMMARIES

City Staffing

There was only a small change in staffing levels for FY15. There was one position added to the Parks Maintenance Division and one civilian position was transferred from the Police Department to Technology Services Division. A complete schedule of all positions by Department/Divisions is included in the Appendix section of this book.

City Personnel





BUDGET SUMMARIES

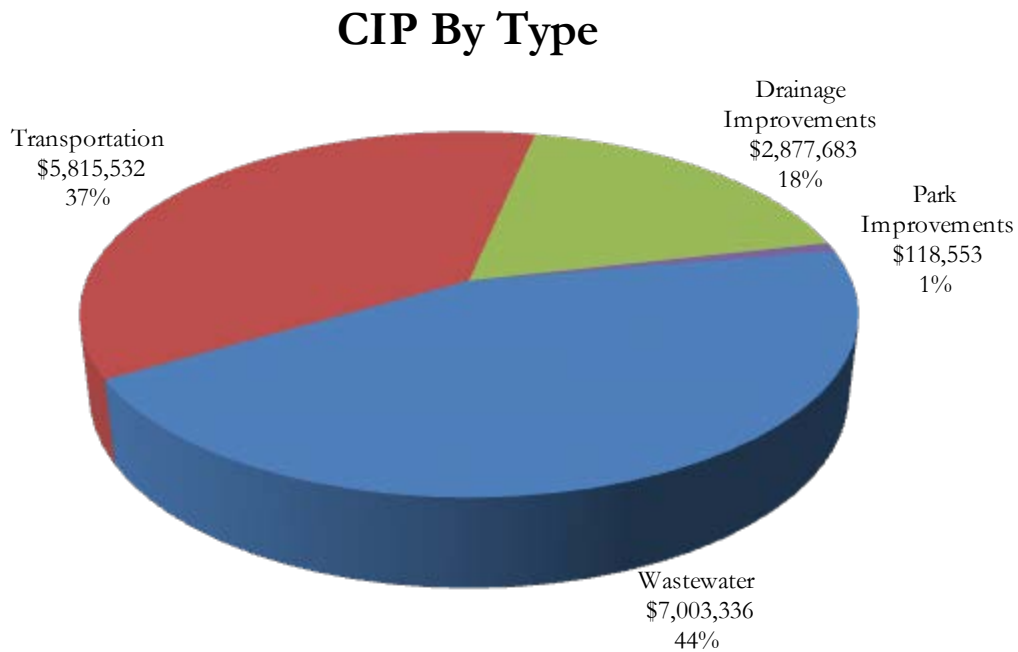
Capital Improvement Plan

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 FY15-FY19 CIP will form the basis for appropriations in the FY15 budgets. Some projects will affect the City's budget process for five 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 communication tool. The CIP give 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 FY15.

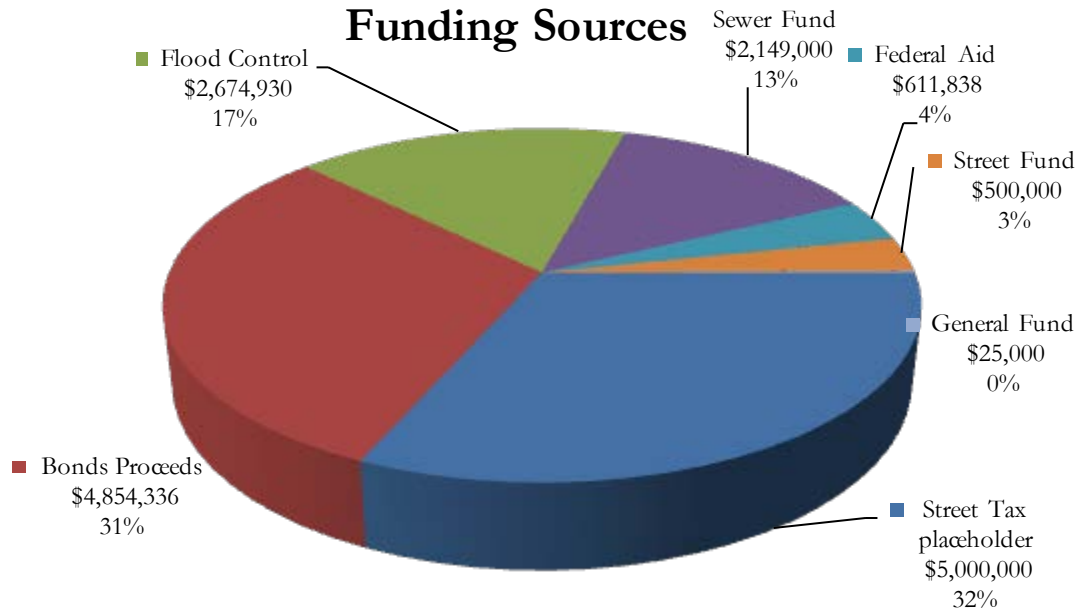




BUDGET SUMMARIES

Capital Improvement Plan

The following graph identifies all capital improvements by funding sources. This also includes the placeholder of \$5 million for the proposed sales tax increase.





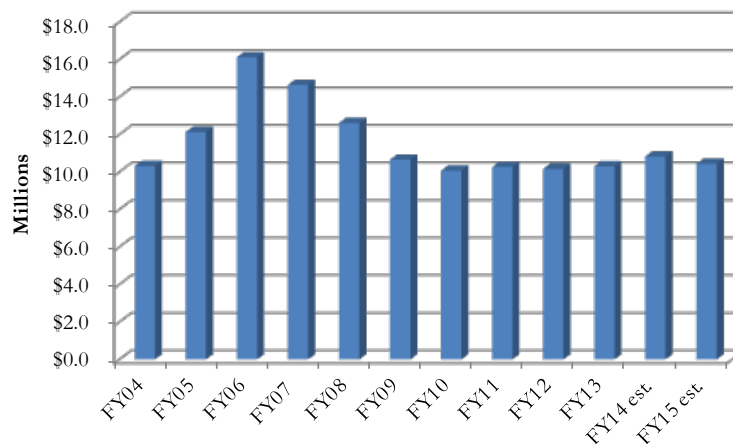
BUDGET SUMMARIES

REVENUE SUMMARIES

City Sales Tax

- Description:** The City of Bullhead City imposes a tax on the sale of merchandise with 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 of one to two percent of city sales tax until recovery of economy is more stable.

<u>Fiscal Year</u>	<u>Revenue</u>	<u>Increase/ Decrease</u>
2003-04	\$10,321,403	8.1%
2004-05	\$12,133,316	17.6%
2005-06	\$16,114,196	32.8%
2006-07	\$14,640,673	-9.1%
2007-08	\$12,613,320	-13.8%
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 est.	\$10,820,754	5.1%
2014-15 est.	\$10,437,259	-3.5%





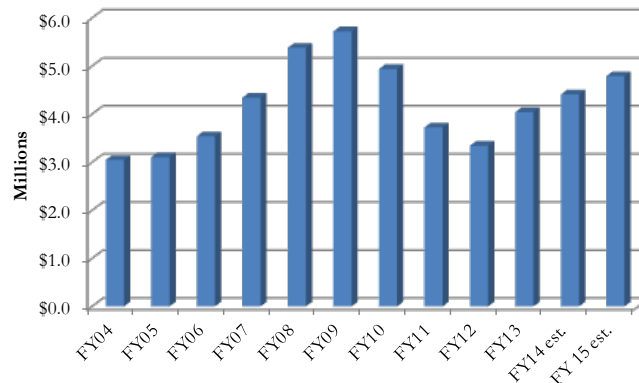
BUDGET SUMMARIES

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 2010 designated population certified by the 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 Legislature.

<u>Fiscal Year</u>	<u>Revenue</u>	<u>% of Increase/Decrease</u>
2003-04	3,044,929	-18.0%
2004-05	3,104,302	1.9%
2005-06	3,535,594	13.9%
2006-07	4,338,198	22.7%
2007-08	5,377,294	24.0%
2008-09	5,715,646	6.3%
2009-10	4,933,312	-8.3%
2010-11	3,719,085	-24.6%
2011-12	3,337,205	-10.3%
2012-13	4,038,926	21.0%
2013-14 Est.	4,404,235	9.0%
2014-15 Est.	4,786,281	8.7%





BUDGET SUMMARIES

REVENUE SUMMARIES

State Shared Sales Tax

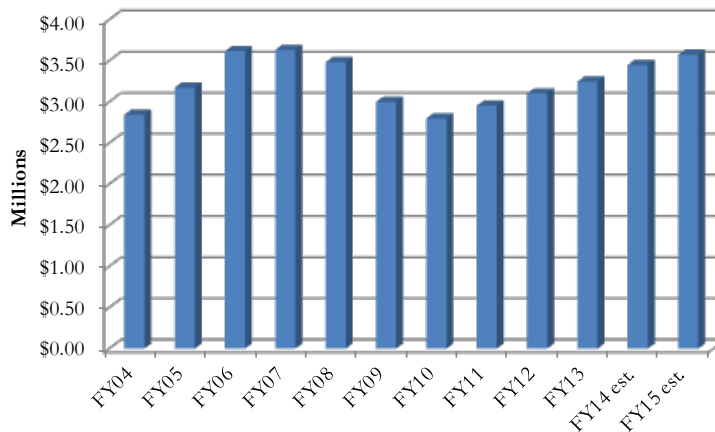
Description: Like the local sales tax, the State imposes a tax on the sale of goods. The State distributes 25% of taxes collected to all the incorporated cities and towns based on population estimates from the most recent U.S. Census.

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 2010 designated population certified by the 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	% of Increase/Decrease
2003-04	2,840,992	7.6%
2004-05	3,170,842	11.6%
2005-06	3,615,551	14.0%
2006-07	3,630,926	0.4%
2007-08	3,481,696	-4.1%
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 est.	3,447,161	6.2%
2014-15 est.	3,572,770	3.6%





BUDGET SUMMARIES

REVENUE SUMMARIES

Highway User Fees

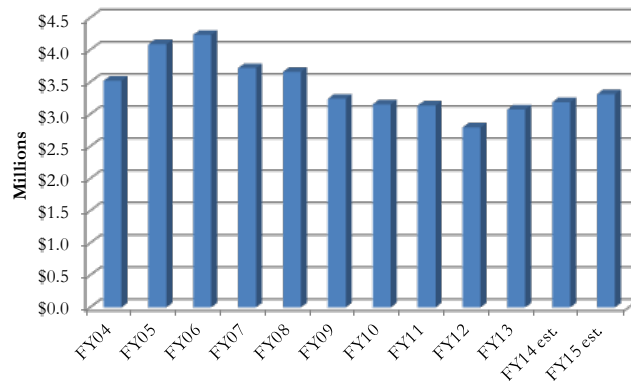
Description: The State of Arizona collects various fees and taxes from users of the State's roads and highways. An excise tax is charged on fuel purchases on a per gallon basis. There are also a number of additional transportation related fees/taxes which are distributed HURF.

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. 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 submitted by the vendors to the Arizona Department of Transportation of gallons sold. Revenues fluctuate due to high fuel prices and/or vendor reporting errors.

<u>Fiscal Year</u>	<u>Revenue</u>	<u>% of Increase/Decrease</u>
2003-04	\$3,519,503	9.2%
2004-05	\$4,086,562	16.1%
2005-06	\$4,232,828	3.6%
2006-07	\$3,717,028	-12.2%
2007-08	\$3,659,737	-1.5%
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 est.	\$3,186,053	3.7%
2014-15 est.	\$3,313,274	4.0%





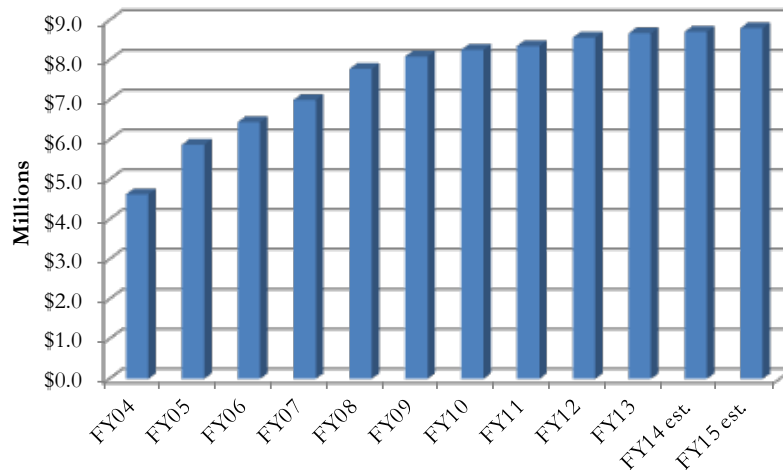
BUDGET SUMMARIES

REVENUE SUMMARIES

Sewer Fees

- Description:** The City charges a 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 \$31.00 per month per dwelling, Multi-family (4 or less)/Retirement \$31.00 per month per dwelling, Multi-family (greater than 4), Commercial or Industrial \$41.00 per month per meter plus volume charge per 1,000 gallons of water used.
- Assumptions:** Projected increase of new sewer customers is 150 residential customers.

<u>Fiscal Year</u>	<u>Revenue</u>	<u>% of Increase/Decrease</u>
2003-04	\$4,630,931	3.7%
2004-05	\$5,875,781	26.9%
2005-06	\$6,439,340	9.6%
2006-07	\$6,999,214	8.7%
2007-08	\$7,775,683	11.1%
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 est.	\$8,705,402	0.4%
2014-15 est.	\$8,753,648	0.6%





GENERAL FUND

General Fund

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

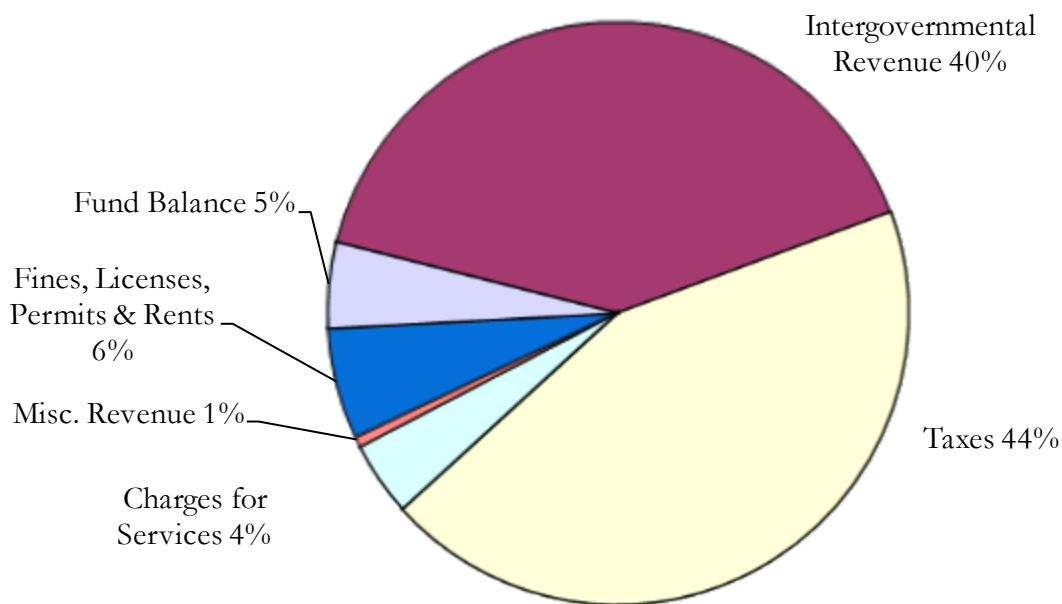


GENERAL FUND

GENERAL FUND SUMMARY

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 FY15 totals \$25,452,103. Current year projected operating revenues total \$24,232,103, which is a 0.1% increase from the revised estimates for FY14 projected at \$24,198,666.

Fund balance available as of July 1, 2014 is estimated at \$7.5 million. As per the Budget Policy, \$6.6 million, or 30% of FY14 operating expenditures, of the available fund balance will continue to be held as a reserve.



GENERAL FUND

GENERAL FUND SUMMARY

CITY OF BULLHEAD CITY
GENERAL FUND

	FY13 Actual	FY14 Budget	FY14 Estimate	FY15 Budget
Source of Funds:				
Beginning Fund Balance				
Nonspendable	7,895	11,119	11,119	4,240
Restricted	78,586	79,223	79,223	48,543
Unreserved Fund Balance	<u>6,220,578</u>	<u>6,236,547</u>	<u>6,236,547</u>	<u>7,510,059</u>
Total Beginning Fund Balance	6,307,059	6,326,889	6,326,889	7,562,842
Revenues				
Taxes				
Sales/Use Tax	10,298,558	10,384,602	10,820,754	10,437,259
Franchise Taxes	658,933	658,800	677,342	672,368
Bed Tax	-	72,010	70,717	71,000
Intergovernmental Revenues				
State Income Tax	4,038,926	4,411,277	4,407,235	4,786,281
State Sales Tax	3,246,195	3,416,555	3,447,161	3,572,770
State Auto Tax	1,831,829	1,849,936	1,901,827	1,943,388
Federal Grant	9,432	13,000	16,119	-
Charges for Services	942,237	966,799	1,072,797	1,049,456
Licenses and Permits	469,137	386,370	605,244	589,349
Fines and Forfeitures	911,330	956,500	943,680	939,814
Rents	34,408	114,893	41,097	44,849
Investment Income	10,365	6,250	5,630	6,528
Other	<u>217,084</u>	<u>129,000</u>	<u>189,063</u>	<u>119,041</u>
Subtotal	22,668,434	23,365,992	24,198,666	24,232,103
Other Funding Sources				
Transfers In	60,532	-	1,118	
Capital Lease Proceeds	-	255,384	378,082	
Sale of Capital Assets	<u>29,814</u>	<u>15,933</u>	<u>33,096</u>	<u>20,000</u>
Subtotal	90,346	271,317	412,296	20,000
Total Revenues & Other Funding Sources	<u>22,758,780</u>	<u>23,637,309</u>	<u>24,610,962</u>	<u>24,252,103</u>



GENERAL FUND

GENERAL FUND SUMMARY

CITY OF BULLHEAD CITY GENERAL FUND

	FY13 Actual	FY14 Budget	FY14 Estimate	FY15 Budget
Use of Funds:				
Legislative				
Mayor & Council	117,398	125,444	123,071	129,182
City Clerk	386,971	191,582	175,022	302,105
Judicial	843,321	863,869	858,546	884,004
Executive				
City Manager	190,903	193,899	193,816	197,532
Public Communications	169,148	151,459	139,413	159,235
Financial Administration	720,409	646,665	645,249	660,976
Legal Services	970,707	1,012,226	968,749	1,027,130
Personnel Administration				
Human Resources	160,856	171,744	153,538	186,647
Employee Wellness	5,484	7,719	4,496	-
General Government				
Technology Services	427,943	526,652	546,393	676,233
Planning & Zoning	154,456	198,086	178,396	180,264
Building Safety	302,421	315,900	327,152	344,617
Code Enforcement	315,162	347,258	342,696	360,187
Facilities Management	667,798	706,946	709,672	727,568
Senior Transportation	31,881	63,934	45,208	-
Non-Departmental	663,469	739,158	687,250	747,837
Contingency	-	1,200,000	-	1,200,000
Police	11,607,972	11,911,899	11,847,279	12,127,114
Animal Care and Welfare	481,635	559,827	546,854	596,834
Culture and Recreation				
Recreation Services	534,456	757,270	720,511	809,674
Park Rangers	67,238	77,314	75,951	-
Parks Maintenance	1,642,852	1,675,731	1,632,440	1,766,701
Public Works				
Administration	37,620	40,899	41,324	21,835
Engineering	111,135	154,644	145,058	84,517
Economic Development	-	114,750	114,859	130,750
Debt Service	89,791	83,040	95,463	95,142
Total Operating Budget	20,701,026	22,837,915	21,318,406	23,416,084



GENERAL FUND

GENERAL FUND SUMMARY

CITY OF BULLHEAD CITY GENERAL FUND

	FY13 Actual	FY14 Budget	FY14 Estimate	FY15 Budget
Capital Outlay				
Technology Services	94,469	57,000	49,901	152,134
Parks Maintenance	10,690	33,174	77,611	-
Facilities Management	7,451	14,000	11,296	15,000
Police	-	114,000	165,569	-
Non-Departmental	-	-	21,148	26,310
Total Capital Outlay	<u>112,610</u>	<u>218,174</u>	<u>325,525</u>	<u>193,444</u>
Transfers Out				
Debt Service				
City Hall and police expansion	648,544	649,144	599,083	614,689
Street Improvements	821,275	721,275	671,215	667,253
Transit	188,996	232,998	232,978	296,932
Senior Nutrition Center	50,203	100,203	100,203	100,460
Economic Development	82,070	-	-	-
Court	-	-	-	10,641
Capital Projects	-	-	-	25,000
Wastewater Loan	134,226	127,600	127,599	127,600
Total Transfers Out	<u>1,925,314</u>	<u>1,831,220</u>	<u>1,731,078</u>	<u>1,842,575</u>
Total Expenditures & Transfers Out	<u>22,738,950</u>	<u>24,887,309</u>	<u>23,375,009</u>	<u>25,452,103</u>
Ending Fund Balance				
Nonspendable	11,119	11,119	4,240	4,240
Restricted	79,223	79,223	48,543	48,543
Unreserved Fund Balance	<u>6,236,547</u>	<u>4,986,547</u>	<u>7,510,059</u>	<u>6,310,059</u>
Total Ending Fund Balance	<u>6,326,889</u>	<u>5,076,889</u>	<u>7,562,842</u>	<u>6,362,842</u>



GENERAL FUND

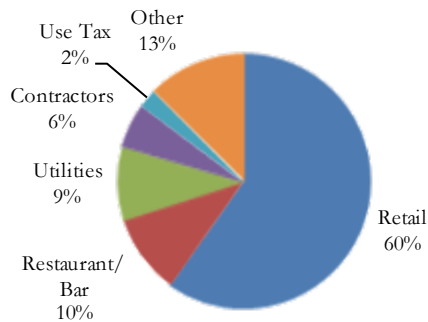
GENERAL FUND SUMMARY

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 \$10,437,259. This estimate is 0.5% higher than FY14 budgeted collections and is the conservative product of historical collections since FY11.

City Sales Tax

Fiscal Year	Revenue	% Change
2009-10	\$10.1	-5.4%
2010-11	\$10.3	1.9%
2011-12	\$10.2	-1.0%
2012-13	\$10.3	1.3%
2013-14 (revised est.)	\$10.8	5.1%
2014-15 (est.)	\$10.4	-3.5%

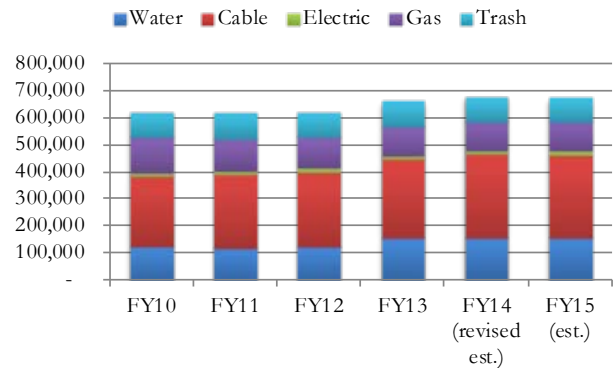
Sales Tax Categories



Franchise Taxes: Franchise taxes are from Suddenlink Communications, Southwest Gas, Epcor Water, Water Service Corporation Service, Unisource Electric and Allied Waste. Reporting is monthly, quarterly or semi-annually. Franchise rates for water, gas and electric are at 2.0% of gross revenues while the rate for the cable company is 5.0% of gross revenues. From the table it can be observed the projection for FY15 is 0.7% under the FY14 revised.

Franchise Tax

Fiscal Year	Revenue	% Change
2008-09	\$543,299	0.0%
2009-10	\$540,128	-0.6%
2010-11	\$538,575	-0.3%
2011-12	\$620,742	15.3%
2012-13	\$658,934	6.2%
2013-14 (revised est.)	\$677,342	2.8%
2014-15 (est.)	\$672,368	-0.7%





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 25.0% 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

<u>Fiscal Year</u>	<u>Revenue</u>	<u>% Change</u>
2009-10	2,798,497	-19.6%
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	3,572,770	3.6%

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

Bullhead City's share of State income tax is estimated to be \$4,786,281 which is an increase of \$382,046 or 8.7%. 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 shared in 15% of the State personal and corporate income tax collected two years prior and distributed in proportion to the cities' share of State population. The portion of the State tax which will be distributed to cities and towns in FY2015 is estimated at \$608.9 million. There is no restriction on the expenditure of the state income tax funds, except they must be expended for a municipal public purpose.

State Income Tax

<u>Fiscal Year</u>	<u>Revenue</u>	<u>% Change</u>
2009-10	4,933,312	-8.3%
2010-11	3,719,085	-24.6%
2011-12	3,337,205	-10.3%
2012-13	4,038,926	21.0%
2013-14	4,404,235	9.0%
2014-15	4,786,281	8.7%



GENERAL FUND

GENERAL FUND SUMMARY

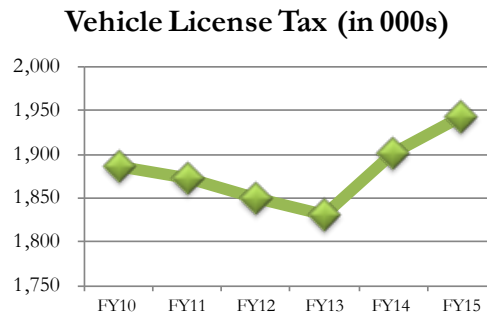
Vehicle License Tax (Auto Lieu Tax): Approximately 20 percent of the revenues collected for the licensing of motor vehicles are distributed to incorporated cities and towns.

Bullhead City's share of the vehicle tax for FY15 is estimated to be 2.2% higher than the FY14 revised estimate. A city or town receives its share of the vehicle license tax collections based on its population in relation to the total incorporated population of the county. License fees are collected by the State and distributed to counties, cities and towns. The only stipulation on the use of this revenue is that it must be expended for a municipal public purpose.

The following chart illustrates the City's actual collections and percentage change since FY10.

Vehicle License Tax

Fiscal Year		% Change
FY10	1,886,875	-6.2%
FY11	1,872,459	-0.8%
FY12	1,849,936	-1.2%
FY13	1,831,829	-1.0%
FY14	1,901,827	3.8%
FY15	1,943,388	2.2%





GENERAL FUND

PUBLIC SAFETY

Mission: Protect Life and Property, Enforce all Laws and Ordinances in a Fair and Impartial Manner, Respond to each Citizen 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 and the Office of Professional Standards.

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.

The Division of Operations includes Animal Care Services, the Bureau of Criminal Investigations and the Bureau of Patrol.

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 Criminal Investigations consists of the General Investigations Section, the Pawn Unit, the Vice Narcotics Section, the Forensics Section and a Gang Interdiction Officer.

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. The Forensic Section responds to major crime incidents to document and collect evidence.

The Gang Interdiction Officer is assigned to a state gang task force. This unit focuses on gang activity and the gathering of gang intelligence.



GENERAL FUND

PUBLIC SAFETY

Department Description Con't

The Bureau of Patrol consists of General Patrol, the Traffic Section, COPPS/SPS, School Resource Officers, Waterways, Holding Facility/Transport, and Parks Enforcement.

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, Field Training Officer Unit and K-9 Unit.

The Community Oriented Policing Problem Solving Unit (COPPS) consists of the Special Problems Section (SPS), Waterways Unit and the School Resource Officer Unit. The SPS is tasked with handling neighborhood and quality of life issues, conducting street level narcotics investigations and identifying and investigating habitual offenders within the community, as well as being involved in many community outreach and educational programs. 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 members of the SPS 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.

Park Rangers aid the Police Department with the enforcement of City Codes and ordinances within City parks, as well as provide the necessary services required in the parks to aid in the efficient management of park activities.

The Bureau of Staff Services consists of the 911 Communications Section, Records Section, Property and Evidence Section and the Community Services Officer. This Bureau is responsible for the support activities within the Police Department. The Records Section is responsible for proper record keeping of reports and documents as mandated by the Arizona State Statutes.

The 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 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.



GENERAL FUND

PUBLIC SAFETY

FY 2013-2014 Highlights

- ✓ Western Arizona Law Enforcement Training Academy (WALETA)
- ✓ Recruitment of Military Police Officers for WALETA Police Academy
- ✓ Police and Citizens Together (PACT) Meetings
- ✓ Neighborhood Block Watch Program
- ✓ National Night Out Program
- ✓ Public Safety Bicycle Rodeo
- ✓ Special Traffic Enforcement Program
- ✓ Active Shooter Advanced Training
- ✓ Drunk and Drugged Driver Saturation Patrols

FY 2014-2015 Objectives

- ✓ Provide community members and visitors with twelve (12) public information programs, to include nine (9) Police and Citizens Together programs, the Bicycle Safety Rodeo, the Public Safety Fair, and National Night Out program.
- ✓ Conduct two (2) additional Drunk and Drugged Driver details during the year, for a total of eight (8) 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 (45) days of the end of each respective reporting period.
- ✓ Provide sixty-five (65) spay neuter services through the Helping Paws program, and participate in the National Spay Day program by sponsoring twenty (20) no-cost spay/neuter certificates.
- ✓ Provide law enforcement services to the elementary and high school district campuses through the School Resource Officer program, staffed by three (3) sworn Police Officers assigned to the function.



GENERAL FUND

PUBLIC SAFETY

Performance Indicators

Measure	FY13 Actual	FY14 Estimate	FY15 Budget
Events Responded To (Not self-initiated)	35,042	39,667	41,480
Traffic Accidents	664	591	555
911 Calls for service	64,838	66,007	67,146
Criminal Arrests	2,634	2,727	2,774
DUI Arrests	1,296	153	167
Search Warrants (CIB)	80	81	82
Cases Assigned (CIB)	821	805	797
Value of Property Recovered (CIB)	138,900	150,000	145,000
Pawn Tickets Received	33,247	31,824	31,112
Search Warrants (V/N)	29	33	35
Street Value of Recovered Drugs (V/N)	351,201	400,000	375,000
Crime Lab Analysis	1,484	1,707	1,819
Crime Scenes Processed	136	156	166
Fingerprints Processed	2,676	2,672	2,670
Calls for Service (Animal Care)	3,712	3,639	3,603
Animals Returned to Owner/Adopted	1,171	1,107	1,075
Citations Issued (Animal Care)	314	432	480
Police Auxiliary Hours	4,103	42,000	4,200



GENERAL FUND

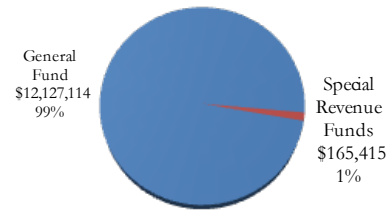
PUBLIC SAFETY

	FY13 Actual	FY14 Estimate	FY15 Budget
Expenditures by Classification			
Personnel Costs	\$ 9,705,005	\$ 9,999,674	\$ 10,344,646
Services and Other Charges	1,528,088	1,527,400	1,374,675
Supplies	314,412	308,035	466,561
Property	125,999	80,462	106,647
Subtotal	\$11,673,504	\$11,915,571	\$12,292,529
Cost Recovery	(65,532)	(68,292)	(165,415)
General Fund Total	11,607,972	11,847,279	12,127,114

Expenditures by Activity			
Technology Services	\$ 209,823	\$ 202,463	\$ -
Police Administration	1,568,097	1,638,351	1,551,588
Police Patrol	6,602,544	6,553,509	6,778,386
Police Criminal Investigations	1,413,651	1,538,025	1,690,314
Police Support Services	681,109	705,323	812,459
Emergency Services	1,148,905	1,249,631	1,274,639
Parks Enforcement	-	33	72,478
Police Grants	49,376	28,236	112,665
Total	\$11,673,504	\$11,915,571	\$12,292,529

Staffing			
Police Chief	1.00	1.00	1.00
Deputy Police Chief	1.00	1.00	0.00
Police Captain	1.00	1.00	1.00
Police Lieutenant	3.00	3.00	3.00
Police Sergeant	13.00	13.00	13.00
Police Corporal	9.00	9.00	9.00
Police Officer	54.00	54.00	55.00
Sworn Police	82.00	82.00	82.00
Administrative Analyst	0.00	1.00	1.00
Administrative Assistant I	1.00	1.00	1.00
Community Service Officer	1.00	1.00	1.00
Emergency Services Dispatcher	11.00	11.00	11.00
Emergency Services Dispatcher, Sr.	4.00	4.00	4.00
Office Assistant I	1.50	1.50	1.50
Office Assistant II	5.00	5.00	5.00
Office Specialist I	1.00	1.00	1.00
Office Specialist II	1.00	1.00	1.00
PD Communications Coordinator	1.00	1.00	0.00
Police Booking Officer	2.00	2.00	2.00
Police Forensic Specialist	2.00	2.00	2.00
PD Investigative/Public Information Asst	1.00	1.00	1.00
Police Investigative Aide	0.50	0.50	0.50
Police Investigative Assistant	1.00	1.00	1.00
Police Support Services Mgr	1.00	0.00	0.00
Property Evidence Custodian	2.00	2.00	2.00
Non-sworn Police	36.00	36.00	35.00
Total	118.00	118.00	117.00

Public Safety Funding Sources





GENERAL FUND

PUBLIC SAFETY

LINE ITEMS	FY13 Actual	FY14 Estimate	FY15 Budget
1105 REGULAR FULL-TIME	\$ 5,716,721	\$ 5,846,232	\$ 6,129,013
1120 OTHER WAGES	29,876	29,311	69,126
1125 STAND BY WAGES	31,086	32,830	30,057
1130 SPECIALTY PAY	29,788	48,150	44,700
1140 OVERTIME	915,960	819,046	627,000
1160 ACCRUED HOURS PAID	323	38,587	-
1510 HEALTH INSURANCE	1,253,924	1,264,015	1,299,499
1530 SOCIAL SECURITY	1,853	1,850	4,285
1531 MEDICARE	91,246	92,616	98,796
1533 ICMA RETIREMENT	191,606	203,106	180,210
1535 PUBLIC SAFETY RETIREMENT	1,088,383	1,185,027	1,348,532
1560 WORKERS COMPENSATION	248,801	331,481	382,628
1570 EMPLOYEE ALLOWANCE	105,438	107,423	130,800
PERSONNEL COST	\$ 9,705,005	\$ 9,999,674	\$ 10,344,646
3120 INVESTIGATIVE EXPENSES	\$ 65	\$ 24	\$ 5,000
3240 VETERINARIAN SERVICES	\$ 3,355	\$ 1,842	\$ 1,800
Medical treatment for police canine			1,800
3280 OTHER PROFESSIONAL SERVICES	\$ 15,036	\$ 27,392	\$ 11,125
Law enforcement policy manual & daily training bulletins development			3,550
Non criminal background checks			400
Notary public bond and certification @ \$125 per employee			125
Pre-employment polygraph services @ \$95 each			950
Psychological testing services for pre-hire and assignment assessment @ \$110 each.			1,100
Radar certification required to use radar units			1,290
Hydrostatic testing of SCUBA tanks required to fill Dive Team tanks			210
Miscellaneous professional services used when necessary to further emergency response or criminal investigations			500
Vehicle towing services			3,000
Conversion of archived microfilmed police records			-
3480 OTHER TECHNICAL SERVICES	\$ 3,116	\$ 2,690	\$ 4,650
Criminal Polygraph services			1,000
Document charges in response to Internet use subpoenas			200
Pinging and cell phone data subpoenas			500
Locksmith services for access and securing residences and vehicles			500
Miscellaneous technical services			450
Hazardous materials disposal moved from professional services			2,000



GENERAL FUND

PUBLIC SAFETY

LINE ITEMS	FY13 Actual	FY14 Estimate	FY15 Budget
3810 PERMITTING & MISC. FEES	\$ 636	\$ 28	\$ -
3820 PRISON INMATE COSTS	\$ 642,131	\$ 641,268	\$ 584,500
Daily prisoner costs for Fort Mojave Tribal Jail Facility			30,000
Daily prisoner costs paid to Mohave County Sheriff's Office for prisoner incarceration. FY 2011 \$79.46; FY 2012 \$98.74; FY 2013 \$80.21 FY 2014 \$78.00;FY 2015 \$69.50			550,000
Food and supplies for holding facility			2,000
Medical services for injured prisoners			2,500
3890 OTHER CONTRACTED SERVICES	\$ 4,925	\$ 6,055	\$ 8,736
Language Line- Foreign Language Translation for Non-English Speaking Persons			2,200
Monthly fee for a public and private record database used for investigations			3,600
Three (3) year contract for EnCase support			2,936
4320 GENERAL EQUIPMENT REPAIRS	\$ 4,972	\$ 4,752	\$ 14,253
Annual maintenance of Intoximeters, required for certification			500
Dive Team equipment repair, annual maintenance of regulators, hoses, straps and bouyancy compensators			300
Repair and maintenance of Tactical Response Unit (SWAT) radios not covered by maintenance agreements			350
Repair damaged radar units and/or equipment, including cables, mounts and plugs			750
Alarm and video security equipment maintenance for Impound Yard / Annex Building; general repairs to small office equipment; maintenance on Property and Evidence refrigerators / freezers for biological evidence storage			500
Emergency generator repair and maintenance services			1,500
Repairs and maintenance of the security gate at the 9-1-1 Center. Annual Replacement of Rollers and Heavy Duty Chain.			250
Small equipment repairs/maintenance not covered under contracts or agreements			1,000
Refurbish police badges			500
Repair and replace police lobby counter			8,603
4330 VEHICLE REPAIRS & SERVICE	\$ 243,019	\$ 240,654	\$ 218,750
Boat maintenance charges			15,000
Fleet Rental Charges			203,750
4340 MAINTENANCE AGREEMENTS	\$ 68,134	\$ 70,409	\$ 71,002
AFIS Maintenance Agreement FY2015, 12 months @ \$3,983			47,796
Motorola equipment			21,336
Generator annual support costs for regular maintenance			1,870



GENERAL FUND

PUBLIC SAFETY

LINE ITEMS	FY13 Actual	FY14 Estimate	FY15 Budget
4343 SOFTWARE/HARDWARE AGREEMENT	\$ 58,419	\$ 67,305	\$ -
4410 LAND & BUILDING RENTAL	\$ 1,650	\$ 1,650	\$ 1,800
Storage rental at \$150/month			1,800
4420 EQUIP. & VEHICLE RENTAL	\$ 44,828	\$ 33,557	\$ 32,170
Vehicle to tow lab trailer			6,600
Propane tank rental for emergency generator			200
Tower site rental atop Christmas Tree Pass/Spirit Mountain			6,000
Lease Fees for three (3) undercover vehicles			19,370
5210 PROPERTY & RISK INSURANCE	\$ 354,046	\$ 353,370	\$ 343,785
Budget based on risk management budget			343,785
5320 CELLULAR SERVICE	\$ 31,881	\$ 32,423	\$ 29,249
Cellular service Smartphones \$55/mo x 42, \$3/mo x 4 Push			27,865
Parks cellular telephones x2 @ \$33/mo			792
Repair of Cellular phones			100
Wireless Air Card Charges \$41/MONTH			492
5510 CUSTOM PRINTING	\$ 7,322	\$ 6,801	\$ 8,600
Animal Care forms			1,839
Department Business Cards			875
Envelopes, including letterhead, property, report, mailer and clasp			1,500
Pawn Tickets			2,386
Traffic Citations			2,000
5610 PER DIEM	\$ 9,099	\$ 9,000	\$ 5,932
Admin			826
Patrol			3,145
Criminal Investigations			899
Staff Services			414
RICO			648
5621 LODGING	\$ 7,927	\$ 6,465	\$ 7,990
Admin			1,435
Patrol			3,355
Criminal Investigations			1,900
Staff Services			700
RICO			600
5631 TRANSPORTATION	\$ 5,639	\$ 6,550	\$ 4,971
Admin			800
Patrol			2,836
Criminal Investigations			800
Staff Services			460
RICO			75



GENERAL FUND

PUBLIC SAFETY

LINE ITEMS	FY13 Actual	FY14 Estimate	FY15 Budget
5670 OTHER TRAVEL EXPENSES	\$ 254	\$ 22	\$ 500
Local travel expenses for Patrol Bureau (meals), when required for court			500
5710 SEMINARS & CONFERENCES	\$ 13,491	\$ 5,896	\$ 11,717
Admin			1,105
Patrol			3,487
Criminal Investigations			3,100
Staff Services			825
Emergency Services			2,000
RICO			1,200
5715 BOOKS & SUBSCRIPTIONS	\$ 4,628	\$ 3,414	\$ 4,729
Arizona Criminal and Traffic Law Manuals (100)			2,587
Arizona Law Officers DUI Manual (1)			215
Law Enforcement journals, Search and Seizure, Arrest Law, Stops (5)			100
National Public Safety Directory (1)			467
Newspaper subscriptions (2)			260
IACP Net			1,100
5721 DUES & MEMBERSHIPS	\$ 3,404	\$ 5,773	\$ 3,376
Professional organization dues and memberships for the Department of Police			2,520
APCO group membership for all non-supervisory 911 Communication Dispatchers			856
5740 MEETING EXPENSES	\$ 111	\$ 60	\$ 40
Meeting expenses			40
SERVICES AND OTHER CHARGES	\$ 1,528,088	\$ 1,527,400	\$ 1,374,675
5731 TRAINING SUPPLIES	\$ -	\$ -	\$ 1,000
Training and Testing Supplies			1,000
6110 OFFICE SUPPLIES	\$ 11,497	\$ 12,432	\$ 15,500
Office Supplies. Including pens, pencils, markers, staples, paperclips and miscellaneous.			5,100
Conference telephone			400
Batteries for flashlights, cameras and recorders			2,350
Health and safety supplies, including water and nourishment for critical incidents lasting an extended period of time			300
Computer Forensic supplies. Includes cables, clips, and connectors for various computer hardware components and interfaces			450
Transcription supplies-Includes audio tapes, computer compact disks & computer recordable DVD			300
Fingerprinting supplies, laboratory chemicals, batteries for Forensics, storage boxes/bags, cds/dvds for digitally recorded media for Property and Evidence; general office supplies			6,600
6115 AWARDS	\$ 3,521	\$ 2,240	\$ 3,150
Department of Police Auxilliary awards banquet			700
Miscellaneous supplies for annual awards			2,450



GENERAL FUND

PUBLIC SAFETY

LINE ITEMS	FY13 Actual	FY14 Estimate	FY15 Budget
6120 SPECIALTY SUPPLIES	\$ 21,851	\$ 14,912	\$ 123,000
Building supplies. Nuts, bolts, cables, and locks for use in projects within the Department of Police facilities			250
Canine Food			800
Evidence collection supplies. Includes bags (paper and plastic), boxes and narcotics test kits.			300
Patrol Bureau supplies. Includes flashlight parts and chargers, evidence tape, booking supplies, canine leashes, training sleeves, tactical items			6,750
Personal protective equipment. Includes sanitizer, gloves, gowns, masks, first aid supplies, bio-hazard cleaning supplies, gas mask filters.			3,500
Road flare and led flashers			1,500
Special Event Supplies, including PACT Meeting, Fire Safety Fair, National Night Out, Block Watch and community events.			500
Waterways Unit Supplies, including buoy maintenance and boating supplies			2,500
Miscellaneous radio parts not covered by warranty			4,000
Police Criminal Investigations specialty supplies			300
Police Portable Radio Batteries			2,500
Parks Enforcement			100
Police grants			100,000
6122 COMPUTER SOFTWARE	\$ 144	\$ 3,091	-
6160 FIREARMS	\$ 25,404	\$ 46,631	\$ 47,471
Demolition/explosive supplies and equipment			1,200
Firearms range supplies and repairs			1,200
Firearms replacement parts, magazines, maintenance items. Increase due to excessive wear of Bushmaster and Glock weapons			4,000
Glock G4			2,000
Less lethal ammunition, supplies, and equipment. Includes tear gas, smoke projectiles and canisters and diversionary devices			10,000
Range Qualification and Duty Ammunition			12,186
Tactical Response Unit (SWAT) ammunition			13,000
Taser Cartridges 150@\$25.90 each for deployment and training			3,885
6210 GASOLINE	\$ 225,654	\$ 214,851	\$ 254,149
69,000 gallons @ \$3.50			241,500
Fuel Facility Equip. Replacement \$.08/gal			5,520
Other fuel purchases			1,000
Parks Enforcement 1,712 gallons @ \$3.50			5,992
Fuel Facility Equip. Replacement \$.08/gal			137
6220 DIESEL	\$ 493	\$ 327	\$ 1,321
100 gallons @ \$3.75			375
Generator located at Sunrise Elementary 250 gallons @ \$3.75			938
Fuel facility equip replacement @ .08/gal			8



GENERAL FUND

PUBLIC SAFETY

LINE ITEMS	FY13 Actual	FY14 Estimate	FY15 Budget
6410 UNIFORMS	\$ 25,848	\$ 13,551	\$ 20,970
Reimbursement of costs for uniforms torn/ruined in the line of duty			1,500
Motorcycle officer uniform equipment. These uniforms are specialty equipment, and not part of the officers uniform allowance. Includes breeches, boots, jackets and coveralls.			1,000
New hire uniforms @\$2,500 each; project 6 new hires			15,000
Jacket and outer vest carrier			700
Uniforms for Property and Evidence Officers and Forensic Specialists			350
Uniforms for new 911 Communications employees @ \$500 each			500
Parks Enforcement boot allowance x4 \$150/ea			600
Parks Enforcement uniforms			1,060
Parks Enforcement jackets x4 @\$65/ea			260
SUPPLIES	\$ 314,412	\$ 308,035	\$ 466,561
7025 COMPUTER EQUIPMENT <\$5,000	\$ 8,148	\$ 5,518	\$ 1,000
Computer hard drives for investigations			1,000
7030 EQUIPMENT <\$5,000	\$ 117,851	\$ 74,944	\$ 105,647
Purchase of three (3) Taser units to continue equipping officers with this less lethal force option.			4,905
Soft Body Armor. General fund portion of Ballistic Vest scheduled replacement - thirty (30) units @\$350 each, representing one-half of the funding for the vests. Grant funding (listed separately)			10,500
Grant-bulletproof vest replacement			12,665
Tactical Response Unit (SWAT) equipment. Includes entry tools, radio head sets, knee and elbow guards.			3,000
Dive Team equipment, two(2) dry suits required by OSHA to dive in Hazardous waste such as fuel spill, sewage, and handle deceased bodies			1,000
Three (3) digital radios @ \$6,000/ea & twenty (20) hand-held radios @ \$600/ea			23,200
Replacement headsets for dispatch consoles.			1,500
Police K-9 equipment and supplies. Includes replacement bite suit, kennel platforms, leashes, food and water pans. etc.			3,750
Replace proximity sensors & peripherals for keycard system			1,500
Parks Enforcement tools			200
RICO fund balance budgeted to equipment			43,427
PROPERTY	\$ 125,999	\$ 80,462	\$ 106,647
TOTAL PUBLIC SAFETY	\$ 11,673,504	\$ 11,915,571	\$ 12,292,529

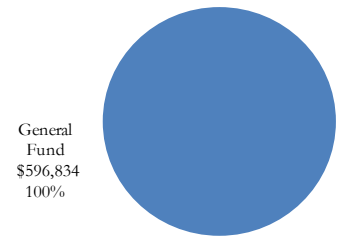


GENERAL FUND

ANIMAL CARE AND WELFARE

	FY13 Actual	FY14 Estimate	FY15 Budget
Personnel Costs	\$ 399,088	\$ 436,647	\$ 455,525
Services and Other Charges	69,331	97,831	109,068
Supplies	13,216	13,621	31,841
Property	-	-	400
Subtotal	\$ 481,635	\$ 548,099	\$ 596,834
Cost Recovery	\$ -	\$ (1,245)	\$ -
General Fund Total	\$ 481,635	\$ 546,854	\$ 596,834

Animal Care and Welfare Funding Sources



Expenditures by Activity

Animal Care and Welfare	\$ 481,635	\$ 548,099	\$ 596,834
Total	\$ 481,635	\$ 548,099	\$ 596,834

Staffing

Animal Welfare Operations Manager	1.00	1.00	1.00
Animal Welfare Officer	4.00	4.00	3.00
Animal Welfare Technician	2.50	2.50	2.50
Senior Animal Welfare Officer	0.00	0.00	1.00
Animal Care and Welfare	7.50	7.50	7.50



GENERAL FUND

ANIMAL CARE AND WELFARE

LINE ITEMS	FY13 Actual	FY14 Estimate	FY15 Budget
1105 REGULAR FULL-TIME	\$ 236,863	\$ 243,675	\$ 263,573
1120 OTHER WAGES	-	-	38,556
1125 STAND BY WAGES	15,663	16,245	7,583
1140 OVERTIME	32,818	41,050	10,000
1160 ACCRUED LEAVE PAID	-	6,709	-
1510 HEALTH INSURANCE	69,249	79,675	82,320
1530 SOCIAL SECURITY	-	-	2,390
1531 MEDICARE	4,020	4,309	4,654
1533 ICMA RETIREMENT	25,824	27,845	25,553
1560 WORKERS COMPENSATION	5,951	8,739	11,296
1570 EMPLOYEE ALLOWANCE	8,700	8,400	9,600
PERSONNEL COST	\$ 399,088	\$ 436,647	\$ 455,525
3240 VETERINARIAN SERVICES	\$ 33,775	\$ 33,377	\$ 40,500
Veterinarian services for sick or injured animals in the shelter			2,500
Veterinarian services for spay, neuter and rabies clinics, and National Spay Day			38,000
3280 OTHER PROFESSIONAL SERVICES	\$ 6,971	\$ 6,565	\$ 6,500
Deceased animal removal			6,500
4310 BUILDING REPAIRS	\$ -	\$ 28,391	\$ -
4320 GENERAL EQUIPMENT REPAIRS	\$ 395	\$ 227	\$ 1,500
Repairs to and maintenance of air conditioners and freezers at the shelter			500
Repairs to kennel watering systems in the shelter			1,000
4330 VEHICLE REPAIRS & SERVICE	\$ -	\$ -	\$ 16,000
Vehicles 9031, 9216, 9690, 9694, 4006			16,000
5210 PROPERTY & RISK INSURANCE	\$ 18,724	\$ 18,691	\$ 20,668
Allocation of risk management			20,668
8540 PET OF THE WEEK PROGRAM	\$ 80	\$ 70	\$ 2,400
The pet of the week program pays for the spay or neutering services for one animal each week that is advertised in the newspaper. This program is funded from the donation program			2,400
8541 ANIMAL DONATION PROGRAM	\$ 5,826	\$ 8,110	\$ 17,300
Animal toys for the shelter			1,500
Educational materials for animal awareness. includes fliers, posters and coloring books			3,000
PetSmart adoption program - veterinarian services to get animals ready for adoption			7,000
Updated Surveillance Cameras and Equipment			5,000
New Computer, monitor, keyboard, etc.			800
8542 HELPING PAWS PROGRAM	\$ 3,560	\$ 2,400	\$ 4,200
The Helping Paws Program funds low cost spay and neutering services for low income residents of the City			4,200
SERVICES AND OTHER CHARGES	\$ 69,331	\$ 97,831	\$ 109,068



GENERAL FUND

ANIMAL CARE AND WELFARE

LINE ITEMS	FY13 Actual	FY14 Estimate	FY15 Budget
6110 OFFICE SUPPLIES	\$ 101	\$ 122	\$ 300
General office supplies. Includes pens, pencils, markers, staples, paper clips and miscellaneous office supplies			300
6120 SPECIALTY SUPPLIES	\$ 13,007	\$ 12,617	\$ 13,500
General operating supplies. Includes kennel sanitizers (bleach, cleaner, soaps, brushes, brooms, towels, scouring pads) and animal care supplies (dog and cat food, bowls, cat litter, vaccination supplies and euthanasia supplies)			13,500
6210 GASOLINE	\$ -	\$ -	\$ 17,291
3,380 gal @ \$3.50/gal			11,830
Additional vehicle assigned for new temp officers 1,450 gal @ \$3.50			5,075
Fleet fuel replacement charge \$.08 gal			386
6410 UNIFORMS	\$ 108	\$ 882	\$ 750
New employee uniform equipment.			500
Reimbursement of costs for uniforms destroyed in the line of duty			250
SUPPLIES	\$ 13,216	\$ 13,621	\$ 31,841
7030 EQUIPMENT <\$5,000	\$ -	\$ -	\$ 400
Water hoses, couplers, sprayers and bite sticks.			400
PROPERTY	\$ -	\$ -	\$ 400
TOTAL ANIMAL CARE AND WELFARE	\$ 481,635	\$ 548,099	\$ 596,434



GENERAL FUND

GENERAL GOVERNMENT

Technology Services

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

Department Description

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.

The Technology Services Division is a centralized service division that provides networking, telecommunication and programming services and analysis, computer purchasing, software purchasing and upgrades, and miscellaneous technology consulting services to other City departments.

FY 2013-2014 Highlights

- ✓ Completed the network build, design and deployment of the free Bullhead City W-Fi, providing free wireless for the public and employees in five (5) City parks and seven (7) City buildings.
- ✓ Configured load balancing across our internet circuits resulting in zero internet down time for the fiscal year.
- ✓ Upgraded the City's domain from a Windows XP to a Windows 7 environment.
- ✓ Completed the rollout of seventy-two (72) new Personal Computers.
- ✓ Completed the upgrade, installation and deployment of the City's firewall.
- ✓ Configured and deployed a Network Drive Array for file servers. This storage appliance allowed for the transport expansion of the City's main file stores to over 10 terabytes of capacity.
- ✓ Implemented the rollout of a new ProLaw Server to serve the needs of the Prosecutor's Office.
- ✓ Installed, configured and updated the Creditron system.
- ✓ Increased bandwidth by over ten times and implemented a fiber optic backbone.
- ✓ Increased efficiency and reputation on mail system by twenty-four (24) percent.
- ✓ Implemented an anti-spam gateway to protect against external threats to data security.
- ✓ Set-up multiple wireless networks to provide capability for staff to register applicants for the River Regatta.



GENERAL FUND

GENERAL GOVERNMENT

Technology Services

FY 2014-2015 Objectives

- ✓ Security: Both the goal and the responsibility of the Technology Services Division to ensure the constant security of the City network and all data located therein. We will continually strive to protect our network against all conceivable threats.
- ✓ Sustainability: The ability of the City to conduct its business at all times is critical to providing our citizens with the level of service they expect from their government. The Technology Services will make every effort to ensure the sustainability of the City systems.
- ✓ Customer Service: Our customers are the reason we are here. We will 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.
- ✓ Reliability: Our customers rely on our systems to do their jobs and ultimately to provide the services our citizens expect. The Technology Services Division will work diligently to ensure that the systems used within the City are reliable and available whenever they are needed.
- ✓ Continuous Improvement: The Technology Services Division will constantly seek to identify opportunities to improve in all areas.

Performance Indicators

Measure	FY13 Actual	FY14 Estimate	FY15 Budget
Obsolete Personal Computers Replaced	-	72	31
PBX Phone System Uptime	99.99%	99.99%	99.99%
Server Uptime	99.99%	99.99%	99.99%
Internet Uptime	99.99%	99.99%	99.99%
Obsolete Servers Replaced	-	4	6
Lost Data (KB)	-	-	-
Recordable Safety Incidents	-	-	-



GENERAL FUND

GENERAL GOVERNMENT

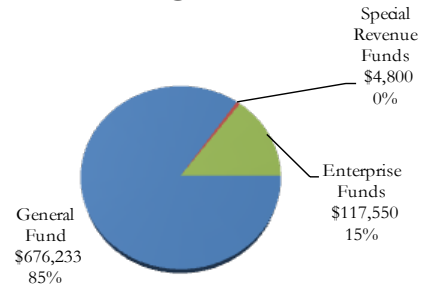
Technology Services

	FY13 Actual	FY14 Estimate	FY15 Budget
Expenditures by Classification			
Personnel Costs	\$ 245,846	\$ 210,492	\$ 374,372
Services and Other Charges	198,230	271,770	368,067
Supplies	11,600	593	5,794
Property	34,528	170,061	50,350
Subtotal	\$ 490,204	\$ 652,916	\$ 798,583
Cost Recovery	\$ (62,261)	\$ (106,522)	\$ (122,350)
Total General Fund	\$ 427,943	\$ 546,393	\$ 676,233

Expenditures by Activity			
Data Processing	\$490,204	\$652,916	\$798,583
Total	\$490,204	\$652,916	\$798,583

Staffing			
Technology Services Manager	1.00	1.00	1.00
PD Communication Coordinator	0.00	0.00	1.00
Technology Services Coordinator	3.00	2.00	2.00
Total	4.00	3.00	4.00

Technology Services Funding Sources





GENERAL FUND

GENERAL GOVERNMENT

Technology Services

LINE ITEMS	FY13 Actual	FY14 Estimate	FY15 Budget
1105 REGULAR FULL-TIME	\$ 194,780	\$ 159,199	\$ 294,130
1510 HEALTH INSURANCE	30,409	34,056	47,040
1531 MEDICARE	2,800	2,294	4,265
1533 ICMA RETIREMENT	17,627	14,473	26,619
1560 WORKERS COMPENSATION	230	470	1,118
1570 EMPLOYEE ALLOWANCE	-	-	1,200
PERSONNEL COST	\$ 245,846	\$ 210,492	\$ 374,372
3280 OTHER PROFESSIONAL SERVICES	\$ 5,710	\$ -	\$ -
3480 OTHER TECHNICAL SERVICES	\$ 10,578	\$ 3,000	\$ 4,800
ERP Software upgrades \$600 x8			4,800
3825 CONTRACT LABOR	\$ 84,056	\$ 70,390	\$ 35,000
Contracted staff for projects, programming and general technology maintenance			35,000
3890 OTHER CONTRACTED SERVICES	\$ 3,100	\$ 23,922	\$ 7,596
Special assessment software conversion and training			4,800
Internet streaming/video archiving			2,700
Digital file storage			96
4320 GENERAL EQUIPMENT REPAIRS	\$ -	\$ -	\$ 1,000
Printer repairs			1,000
4330 VEHICLE REPAIRS & SERVICE	\$ -	\$ -	\$ 3,000
Fleet rental for unit 9688			3,000
4343 SOFTWARE/HARDWARE AGREEMENT	\$ 74,328	\$ 131,232	\$ 238,356
Digital SSL certificate authority for esuite. Verifies to customers authentic web site to make payments.			1,200
Domain name annual renewal			162
Exchange Annual Support Contract: This software used to back up the data on the E-mail server.			504
Email delivery & transactional email SMTP for exchange server			1,000
Email Spam Filters annual subscription. This item covers the cost of continuous updates to our email spam filters, thus helping to insure the security of our email system and productivity of our staff.			2,600
Network & data security support contract for remote sites. Annual subscription for Gateway Antivirus, Content Filtering, Intrusion Detection, Anti-Spyware, and Firewall support for the devices at these locations.			1,732
Network & data security for Gateway Antivirus, Intrusion Detection, Anti-Spyware, Content Filtering, Firewalls.			2,800



GENERAL FUND

GENERAL GOVERNMENT

Technology Services

LINE ITEMS	FY13 Actual	FY14 Estimate	FY15 Budget
Network search software; This software is used to fulfill e-discovery and public records requests pertaining to the City's data.			630
Network antivirus Annual Subscription; This contract is for annual support and updates for our antivirus software.			4,800
Network disaster recovery ; The software is used to replicate data in real time between the production network and the disaster recovery network.			1,436
Network disk imaging software annual maintenance contract. This contract covers annual support and updates for this software package.			1,800
Network autoloader Tape Backup Drive Annual Support Contract: The volume of our data is too great to fit on a single tape cartridge, thus the need for an autoloading multi-tape drive appliance.			1,000
Network switch Gear annual maintenance contract. This contract covers the cost of updates and support for the software used to configure and manage this equipment.			1,200
Network Extended Warranty Coverage for City's 20 File Servers.			13,258
Network Storage Area Support Contract: 3 TB (Terabytes) of the City's data is stored on our Storage Appliances.			7,900
Network virtual Server Annual Support Contract; This software used to create and operate Virtual Servers on our network for disaster recovery purposes.			3,900
Network remote access to city server via portable devices x15			2,150
Parcel updates: This contract covers the cost of monthly land parcel updates received from the Mohave County Assessor's office.			165
Software upgrades for pdf			3,000
Document management system			3,000
Transparency software agreement FY14 overview FY15 overview and transactions			6,875
Budget software moved from finance department			2,500
Support for Scanners			3,000
Support Code Enforcement software			9,600
Support City's Integrated Voice Response (IVR) system; allows scheduling and follow-up on inspections via telephone 24/7.			7,000
Support Software Annual Support Contract for financial mgmt, payroll/human resources, utility mgmt, and community development suites.			55,631
Dell Warranty Parts Direct Technician Certifications for IT. Staff.			1,000



GENERAL FUND

GENERAL GOVERNMENT

Technology Services

LINE ITEMS	FY13 Actual	FY14 Estimate	FY15 Budget
Wastewater Remittance Processing Annual Support Contract			14,300
Video conferencing for meetings			130
Encoder hardware support for website live streaming			1,800
Website internet video live streaming \$100/month			1,200
Website services agreement			6,600
PD-C.A.D., Records, Mobile, Booking, etc.) Records Management Systems contract			42,600
PD-Uninterruptable Power Supply systems for 911, PD, phones, computers, networks, etc.			9,554
PD-Radio & Telephone full-time recording for all dispatch this is specialty equipment/software and although it is completely server and hard drive based, it could be either IT related or 911 & Telco.			3,216
PD-911 Firewall maintenance agreement 3 yrs.			5,213
PD-VMWare			200
PD-Radio IP software agreement			11,700
PD-Anti-Virus & Ghost Renewal			2,000
4420 EQUIP. & VEHICLE RENTAL	\$ 6,140	\$ -	\$ -
5210 PROPERTY & RISK INSURANCE	\$ 12,202	\$ 12,179	\$ 15,219
Budget based on risk management budget			15,219
5310 WIFI SERVICE	\$ -	\$ 23,544	\$ 29,911
Increase bandwidth from 6 to 60 Megabytes up and down \$1,500/month.			18,000
Public Wi-Fi service at seven (7) facilities including parks			6,000
Network broadband \$627/mo allocated moved from non-departmental			4,891
Broadband service Police moved from non-departmental			1,020
5320 CELLULAR SERVICE	\$ 369	\$ 5,649	\$ 25,714
Smartphone \$55/month (1)			660
Data plan for portable tablet devices 19 @ \$593/mo			7,114
PD-smartphone @ \$55/mo			660
PD-Data cards (30) @ \$48/monthly			17,280
5610 PER DIEM	\$ 46	\$ 56	\$ 838
Training for IT. staff			838
5621 LODGING	\$ 276	\$ 652	\$ 1,320
Lodging for IT. staff Training			1,320
5631 TRANSPORTATION	\$ 480	\$ 526	\$ 1,880
Training for IT. staff			1,880



GENERAL FUND

GENERAL GOVERNMENT

Technology Services

LINE ITEMS	FY13 Actual	FY14 Estimate	FY15 Budget
5710 SEMINARS & CONFERENCES	\$ 945	\$ 620	\$ 1,500
Conference registrations			1,500
SERVICES AND OTHER COST	\$ 198,230	\$ 271,770	\$ 368,067
6110 OFFICE SUPPLIES	\$ 404	\$ -	\$ 370
General office supplies for 3 employees			370
6120 SPECIALTY SUPPLIES	\$ 40	\$ -	\$ 600
Miscellaneous computer accessories			600
6122 COMPUTER SOFTWARE	\$ 11,156	\$ 593	\$ 4,824
PBX Phone system software			1,800
Database software			-
PD-miscellaneous software			3,024
6210 GASOLINE	\$ -	\$ -	\$ 1,933
540 gallons @ \$3.50			1,890
Fleet replacement charge @ \$.08/gal			43
GENERAL SUPPLIES	\$ 11,600	\$ 593	\$ 5,794
7025 COMPUTER EQUIPMENT<\$5,000	\$ 34,528	\$ 170,061	\$ 48,550
Computers replacement			24,000
Portable tablets and accessories			800
Replacement desktop PC parts.			4,500
Replace TV 4 server box			14,000
PD-Peripheral computer/communications equipment: Includes keyboards, mice, mouse pads, cables, network cards, DVD writers, memory, hard drives and related equipment			2,250
PD-Replacement of digital cameras used throughout the department that are damaged and/or fail due to use during the course of duty. (16 @ 187.50)			3,000
7026 TELECOMM EQUIPMENT<\$5,000	\$ -	\$ -	\$ 1,800
PBX line cards			1,800
PROPERTY	\$ 34,528	\$ 170,061	\$ 50,350
TOTAL TECHNOLOGY SERVICES	\$ 490,204	\$ 652,916	\$ 798,583



GENERAL FUND

GENERAL GOVERNMENT

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, the Planning and Zoning Commission, and City Council. The Planning Division includes a Planning Manager, Planning Technician and an Office Assistant II.

FY 2013-2014 Highlights

- ✓ Actively administered the Subdivision and Zoning Regulations as adopted.
- ✓ Continued to review planning and zoning files for compliance with records retention requirements.
- ✓ Continued to update the zoning map.
- ✓ Prepared General Plan Update.

FY 2014-2015 Objectives

- ✓ Assist with developing and implementing Section 12 Land Use Plan.
- ✓ Continue to support the local community by providing excellent customer service.

Performance Indicators

	FY13	FY14	FY15
Measure	Actual	Estimate	Budget
Items Processed	44	46	50
Permits Issued	265	258	250
Inspections	298	232	250



GENERAL FUND

GENERAL GOVERNMENT

Planning and Zoning

	FY13 Actual	FY14 Estimate	FY15 Budget
Expenditures by Classification			
Personnel Costs	\$ 146,461	\$ 167,884	\$ 170,519
Services and Other Charges	7,134	9,593	8,795
Supplies	861	947	950
Property	-	330	-
Subtotal	\$ 154,456	\$ 178,754	\$ 180,264
Cost Recovery	\$ -	\$ (358)	\$ -
General Fund Total	\$ 154,456	\$ 178,396	\$ 180,264

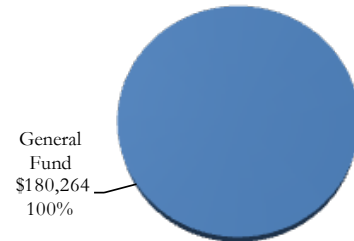
Expenditures by Activity

Planning & zoning	\$ 154,456	\$ 178,754	\$ 180,264
Total	\$ 154,456	\$ 178,754	\$ 180,264

Staffing

Planning Manager	0.00	1.00	1.00
Senior Planner	1.00	0.00	0.00
Planner	1.00	0.00	0.00
Planning Specialist	0.00	1.00	1.00
Office Assistant II	1.00	1.00	1.00
Planning & Zoning	3.00	3.00	3.00

Planning and Zoning Funding Sources





GENERAL FUND

GENERAL GOVERNMENT

Planning and Zoning

LINE ITEMS	FY13	FY14	FY15
	Actual	Estimate	Budget
1105 REGULAR FULL-TIME	\$ 107,938	\$ 118,674	\$ 120,041
1120 OTHER WAGES	-	637	-
1140 OVERTIME	10	206	-
1510 HEALTH INSURANCE	25,194	34,146	35,280
1530 SOCIAL SECURITY	-	44	-
1531 MEDICARE	1,513	1,532	1,741
1533 ICMA RETIREMENT	9,770	10,752	10,864
1560 WORKERS COMPENSATION	2,036	1,893	2,593
PERSONNEL COST	\$ 146,461	\$ 167,884	\$ 170,519
3112 BUSINESS MEALS	\$ -	\$ 272	\$ -
3480 OTHER PROFESSIONAL SERVICES	\$ -	\$ 939	\$ -
5210 PROPERTY & RISK INSURANCE	\$ 6,959	\$ 6,946	\$ 6,891
Budget based on risk management budget			6,891
5320 CELLULAR SERVICE	\$ 24	\$ -	\$ -
5510 CUSTOM PRINTING	\$ 109	\$ 162	\$ 315
Business cards, envelopes, letterhead			315
5610 PER DIEM	\$ -	\$ 49	\$ 50
APA annual conference			50
5621 LODGING	\$ -	\$ 466	\$ 450
APA annual conference			450
5631 TRANSPORTATION	\$ -	\$ 242	\$ 220
APA annual conference			220
5710 SEMINARS & CONFERENCES	\$ -	\$ 325	\$ 325
APA annual conference			325
5715 BOOKS & SUBSCRIPTIONS	\$ -	\$ -	\$ 100
Manual updates as needed			100
5721 DUES & MEMBERSHIPS	\$ 42	\$ 192	\$ 444
American/Arizona Planning Association memberships			444
SERVICES AND OTHER CHARGES	\$ 7,134	\$ 9,593	\$ 8,795
6110 OFFICE SUPPLIES	\$ 861	\$ 947	\$ 950
General office supplies			950
SUPPLIES	\$ 861	\$ 947	\$ 950
7025 COMPUTER EQUIPMENT' <\$5,000	\$ -	\$ 252	\$ -
7030 Equipment <\$5,000	\$ -	\$ 78	\$ -
PROPERTY	\$ -	\$ 330	\$ -
TOTAL PLANNING	\$ 154,456	\$ 178,754	\$ 180,264



GENERAL FUND

GENERAL GOVERNMENT

Building Safety

Mission: Assist citizens, elected and appointed officials in building related matters and to ensure that building projects meet or exceed compliance with the International Construction Code requirements.

Department Description

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, Senior Plans Examiner, Plans Examiner and Senior Building Inspector.

FY 2013-2014 Highlights

- ✓ Actively administered the International Construction Codes as adopted.
- ✓ Construction has seen a slight upturn. Major projects included the Airport Fire Station and the Aarons Furniture Store.

FY 2014-2015 Objectives

- ✓ Continue to support the local community by providing excellent customer service.
- ✓ Staff to obtain additional ICC Certifications.
- ✓ Begin the code review process to update to the 2012 International Building Codes.

Performance Indicators

	FY13	FY14	FY15
Measure	Actual	Estimate	Budget
Permits Issued	901	1,060	1,100
Inspections	5,697	7,760	7,800



GENERAL FUND

GENERAL GOVERNMENT

Building Safety

	FY13 Actual	FY14 Estimate	FY15 Budget
Expenditures by Classification			
Personnel Costs	\$ 280,371	\$ 304,120	\$ 315,770
Services and Other Charges	16,490	18,519	21,624
Supplies	5,560	5,209	6,923
Property	-	-	300
Subtotal	\$ 302,421	\$ 327,848	\$ 344,617
Cost Recovery	\$ -	\$ (696)	\$ -
General Fund Total	\$ 302,421	\$ 327,152	\$ 344,617

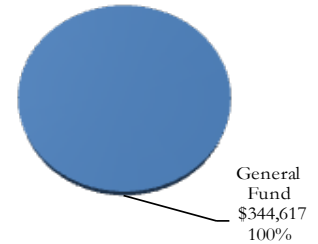
Expenditures by Activity

Building Safety	302,421	327,848	344,617
Total	\$ 302,421	\$ 327,848	\$ 344,617

Staffing

Building Official	1.00	1.00	1.00
Building Inspector I	1.00	0.00	0.00
Senior Building Inspector	0.00	1.00	1.00
Senior Plans Examiner	1.00	1.00	1.00
Plans Examiner	1.00	1.00	1.00
Building Safety	4.00	4.00	4.00

Building Safety Funding Source





GENERAL FUND

GENERAL GOVERNMENT

Building Safety

LINE ITEMS	FY13 Actual	FY14 Estimate	FY15 Budget
1105 REGULAR FULL-TIME	\$ 211,491	\$ 232,577	\$ 241,425
1120 OTHER WAGES	3,693	-	-
1140 OVERTIME	-	515	-
1510 HEALTH INSURANCE	40,889	43,827	45,276
1530 SOCIAL SECURITY	229	-	-
1531 MEDICARE	3,032	3,285	3,501
1533 ICMA RETIREMENT	19,145	21,095	21,849
1560 WORKERS COMPENSATION	1,892	2,821	3,719
1905 EMPLOYEE RELOCATION EXPENSE	-	-	-
PERSONNEL COSTS	\$ 280,371	\$ 304,120	\$ 315,770
3112 BUSINESS MEALS	\$ -	\$ 43	\$ 60
AZBO Meetings hosted by City			60
3890 OTHER CONTRACTED SERVICES	\$ 320	\$ -	\$ 1,000
Contracted plan review			500
Mohave County Building Inspector Contract			500
4330 VEHICLE REPAIRS & SERVICE	\$ 3,000	\$ 4,000	\$ 4,000
Fleet Rental Charges			4,000
5210 PROPERTY & RISK INSURANCE	\$ 10,357	\$ 10,338	\$ 9,928
Budget based on risk management budget			9,928
5320 CELLULAR SERVICE	\$ 713	\$ 312	\$ -
Cellular service pooled minutes phone plan \$34/month (1)			-
5510 CUSTOM PRINTING	\$ 522	\$ 643	\$ 600
Business cards			190
Envelopes and letterhead			160
Inspection cards (2000) with new codes for new computer system			250
5610 PER DIEM	\$ 135	\$ 201	\$ 454
AZBO Annual Board Meeting			136
AZBO Educational Training			41
New certification testing			33
CEU required training x4			244
5621 LODGING	\$ 242	\$ 378	\$ 801
AZBO Annual Board Meeting in Payson			240
AZBO Educational Training			225
CEU required training x4			336



GENERAL FUND

GENERAL GOVERNMENT

Building Safety

LINE ITEMS	FY13 Actual	FY14 Estimate	FY15 Budget
5631 TRANSPORTATION	\$ 221	\$ -	\$ 1,304
AZBO Annual Board Meeting			343
AZBO Educational Training			120
New certification testing			381
CEU required training x4			460
5670 OTHER TRAVEL EXPENSES	\$ -	\$ 71	-
5710 SEMINARS & CONFERENCES	\$ 690	\$ 1,639	\$ 2,467
AZBO Annual Board Meeting			50
AZBO Educational Institute			500
AZBO Registration Fee (City hosted) x4			80
New certification testing - on-line course x3			237
CEU required training x4			1,600
5715 BOOKS & SUBSCRIPTIONS	\$ -	\$ 452	\$ -
5721 DUES & MEMBERSHIPS	\$ 265	\$ 442	\$ 1,010
AZBO Grand Canyon Chapter annual membership (3 x \$15, 1 x \$30)			75
ICC associate annual membership x4			200
ICC annual membership (Division)			125
New certifications			540
Renewal certifications			70
5740 MEETING EXPENSES	\$ 25	\$ -	\$ -
SERVICES AND OTHER CHARGES	\$ 16,490	\$ 18,519	\$ 21,624
6110 OFFICE SUPPLIES	\$ 1,813	\$ 1,321	\$ 1,500
General office supplies			1,500
5731 TRAINING SUPPLIES	\$ -	\$ -	\$ 240
New certification study guides			240
6210 GASOLINE	\$ 3,376	\$ 3,855	\$ 4,833
1,350 gallons @ \$3.50			4,725
Fleet equip. replacement @ .08/gal			108
6410 UNIFORMS	\$ 371	\$ 33	\$ 350
Inspector shirts (5) x2			350
SUPPLIES	\$ 5,560	\$ 5,209	\$ 6,923
7020 TOOLS	\$ -	\$ -	\$ 300
Miscellaneous tools			300
PROPERTY	\$ -	\$ -	\$ 300
TOTAL BLDG SAFETY	\$ 302,421	\$ 327,848	\$ 344,617



GENERAL FUND

GENERAL GOVERNMENT

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 are 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 included four field inspectors and one office assistant.

FY 2013-2014 Highlights

- ✓ Actively enforced Chapter 8.08, Nuisances, Title 15, Buildings and Construction, Title 16, Subdivision Regulations, and Title 17, Zoning Regulations, as adopted.
- ✓ Continued the review of the code enforcement files for compliance with records retention requirements.

FY 2014-2015 Objectives

- ✓ Improve turn-around time for various Code Enforcement resolutions.
- ✓ Increase staff efficiency through use of new technology.

Performance Indicators

Measure	FY13 Actual	FY14 Estimate	FY15 Budget
Inspections	7,415	8,810	9,000
Dangerous Building and Abatements	168	182	200
Notices Sent	3,257	3,732	4,000



GENERAL FUND

GENERAL GOVERNMENT

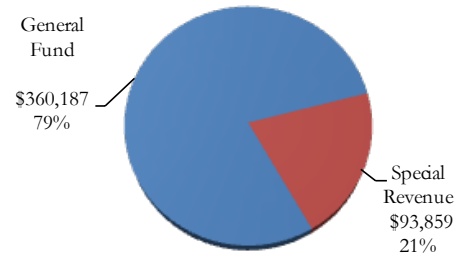
Code Enforcement

	FY13 Actual	FY14 Estimate	FY15 Budget
Expenditures by Classification			
Personnel Costs	\$ 294,662	\$ 302,903	\$ 316,008
Services and Other Charges	84,183	107,746	130,897
Supplies	5,776	6,252	6,891
Property	-	-	250
Sub Total	\$ 384,621	\$ 416,901	\$ 454,046
Cost Recovery	\$ (69,459)	\$ (74,205)	\$ (93,859)
General Fund Total	\$ 315,162	\$ 342,696	\$ 360,187

Expenditures by Activity			
Code Enforcement	384,621	416,901	454,046
Total	\$ 384,621	\$ 416,901	\$ 454,046

Staffing			
Code Enforcement Inspector	4.00	4.00	4.00
Office Assistant II	1.00	1.00	1.00
Code Enforcement	5.00	5.00	5.00

Code Enforcement Funding Sources





GENERAL FUND

GENERAL GOVERNMENT

Code Enforcement

LINE ITEMS	FY13 Actual	FY14 Estimate	FY15 Budget
1105 REGULAR FULL-TIME	\$ 208,439	\$ 216,934	\$ 226,424
1140 OVERTIME	1,772	1,065	-
1510 HEALTH INSURANCE	60,403	58,738	60,564
1531 MEDICARE	2,880	3,058	3,284
1533 ICMA RETIREMENT	19,019	19,729	20,491
1560 WORKERS COMPENSATION	2,149	3,379	5,245
PERSONNEL COSTS	\$ 294,662	\$ 302,903	\$ 316,008
3105 PROPERTY RECORDING FEES	\$ 880	\$ 1,362	\$ 2,300
Mohave County recording and liens release fees			2,300
3280 OTHER PROFESSIONAL SERVICES	\$ -	\$ -	\$ 3,000
Title reports \$50 ea			3,000
3835 ENFORCEMENT SERVICE-NUISANCE	\$ 28,016	\$ 21,177	\$ 30,000
Abatement of nuisances (debris, trash, weeds, etc.)			30,000
3837 ENFORCEMENT SERVICE-BUILDING	\$ 31,699	\$ 63,966	\$ 70,000
Abatement of dangerous buildings			70,000
4330 VEHICLE REPAIRS & SERVICE	\$ 3,000	\$ 10,159	\$ 10,000
Fleet Rental Charges x5			10,000
4343 SOFTWARE/HARDWARE AGREEMENTS	\$ 9,600	\$ -	\$ -
5210 PROPERTY & RISK INSURANCE	\$ 9,316	\$ 9,299	\$ 13,311
Budget based on risk management budget			13,311
5320 CELLULAR SERVICE	\$ 1,445	\$ 1,294	\$ 1,584
Cellular service pooled minutes phone plan \$33/month (4)			1,584
Data plan for portable tablet devices moved to Technology Services			-
5510 CUSTOM PRINTING	\$ 182	\$ 137	\$ 350
Door hangers			200
Printing of business cards, envelopes, etc.			150
5710 SEMINARS & CONFERENCES	\$ -	\$ 242	\$ -
5715 BOOKS & SUBSCRIPTIONS	\$ 10	\$ -	\$ -
5721 DUES & MEMBERSHIPS	\$ 35	\$ 110	\$ 352
American Association of Code Enforcement			75
Code Enforcement League of Arizona Membership Dues			35
Aquatic Pest Certification			242
SERVICES AND OTHER CHARGES	\$ 84,183	\$ 107,746	\$ 130,897



GENERAL FUND

GENERAL GOVERNMENT

Code Enforcement

LINE ITEMS	FY13 Actual	FY14 Estimate	FY15 Budget
6110 OFFICE SUPPLIES	\$ 984	\$ 996	\$ 1,000
Miscellaneous office supplies such as binders, calendars, camera supplies, colored paper, file folders, heavy duty staples, highlighters, labels, manilla envelopes, pencils, pens, tab dividers, etc.			1,000
6122 COMPUTER SOFTWARE	\$ 22	\$ -	-
6210 GASOLINE	\$ 3,920	\$ 4,754	\$ 5,191
1,450 gallons @ \$3.50			5,075
Fleet equip. replacement @ .08/gal			116
6410 UNIFORMS	\$ 850	\$ 502	\$ 700
Uniform shirts (average \$33 ea x5) 4 employees			700
SUPPLIES	\$ 5,776	\$ 6,252	\$ 6,891
7020 TOOLS	\$ -	\$ -	\$ 250
Small tools as needed such as heavy duty stapler, staples, tape measure, etc.			250
PROPERTY	\$ -	\$ -	\$ 250
TOTAL CODE ENFORCEMENT	\$ 384,621	\$ 416,901	\$ 454,046



GENERAL FUND

GENERAL GOVERNMENT

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 2013-2014 Highlights

- ✓ Maintained Work Order tracking spreadsheet which assisted in monthly reporting.
- ✓ Maintained Consumable supply spreadsheet which assisted in restocking products used.
- ✓ Managing an Annual Planned Maintenance agreement for the Chiller Systems located at the Central Plant.
- ✓ Continued repairing very old air handlers within Justice Center Complex.
- ✓ Maintained an antiquated climate control system to operate chillers and cooling towers.
- ✓ Maintained a Web-based climate control system for the City Hall building and add the Justice Center's chiller system to same or similar program.
- ✓ Took over maintenance of Suddenlink Community Center.
- ✓ Took over maintenance of Senior Nutrition Center.

FY 2014-2015 Objectives

- ✓ Procure an Annual Maintenance Agreement for all City owned HVAC systems.
- ✓ Replace Cooling Tower #2 at the Central Plant.
- ✓ Pursue an annual drain clean-out for the Justice Center.
- ✓ Continue to investigate and initiate energy saving projects.
- ✓ Purchase a new computer climate control System for Chillers.
- ✓ Provide excellent Customer Service to all City Departments.



GENERAL FUND

GENERAL GOVERNMENT

Facilities Management

Performance Indicators

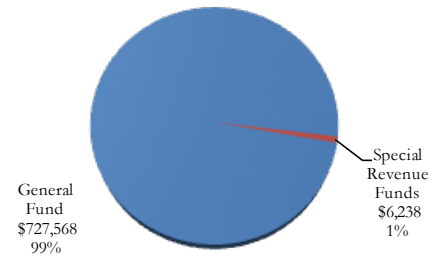
Measure	FY13 Actual	FY14 Estimate	FY15 Budget
Event Set-up	75	44	55
Number of Facilities Maintained	15	17	17
A/C Units Maintained	64	64	64
Work Order Request	288	300	325
Square Footage Maintained	129,674	135,000	135,000

	FY13 Actual	FY14 Estimate	FY15 Budget
Expenditures by Classification			
Personnel Costs	\$ 258,340	\$ 268,342	\$ 274,086
Services and Other Charges	363,473	371,727	384,387
Supplies	51,108	75,670	71,703
Property	543	3,184	3,630
Sub Total	\$ 673,464	\$ 718,923	\$ 733,806
Cost Recovery	\$ (5,666)	\$ (9,251)	\$ (6,238)
General Fund Total	\$ 667,798	\$ 709,672	\$ 727,568

Expenditures by Activity			
Facilities Management	673,464	718,923	733,806
Total	\$ 673,464	\$ 718,923	\$ 733,806

Staffing			
Facilities Maintenance	1.00	1.00	1.00
Foreman			
Maintenance Worker II	1.00	1.00	1.00
Maintenance Worker I	3.00	3.00	3.00
Facilities Management	5.00	5.00	5.00

Facilities Management Funding Sources





GENERAL FUND

GENERAL GOVERNMENT

Facilities Management

LINE ITEMS	FY13 Actual	FY14 Estimate	FY15 Budget
1105 REGULAR FULL-TIME	\$ 173,237	\$ 177,443	\$ 183,336
1140 OVERTIME	2,075	6,150	2,000
1510 HEALTH INSURANCE	60,615	57,350	58,800
1531 MEDICARE	2,395	2,564	2,687
1533 ICMA RETIREMENT	15,784	16,615	16,773
1560 WORKERS COMPENSATION	4,234	8,220	10,490
PERSONNEL COSTS	\$ 258,340	\$ 268,342	\$ 274,086
3480 OTHER TECHNICAL SERVICES	\$ 536	\$ 1,279	\$ 4,000
Locksmith services			2,000
Elevator maintenance			2,000
3810 PERMITTING & MISC FEES	\$ -	\$ 15	\$ 15
CDL			15
3890 OTHER CONTRACTED SERVICES	\$ 12,529	\$ 3,803	\$ 14,450
Contracted electrician as needed			2,500
Contracted plumber as needed			3,000
Contracted refrigeration services as needed			4,000
Fire alarm certification			750
Fire extinguisher certification and service			1,500
Fire sprinkler system annual certification, inspection and service			1,200
Security alarm annual certification & services			1,500
4105 WATER	\$ 26,641	\$ 26,252	\$ 27,164
Acct # 089856-2 2285 Trane Road \$162/month			1,940
Acct # 089857-0 2270 Trane Road \$230/month			2,760
Acct # 089858-8 1255 Marina Blvd Irrigation \$640/month			7,680
Acct # 089859-6 1255 Marina Blvd A \$710/month			8,520
Acct # 089860-4 1255 Marina Blvd Fire \$22/month			264
Acct # 089861-2 1255 Marina Blvd B \$103/month			1,236
Acct # 089886-9 2500 Riverview Rd \$57/Month			684
Acct # 089887-7 2500 Riverview Rd Fire \$11/month			132
Acct # 108459-2 1275 Alonas Way \$49/Month			588
Acct # 108460-0 2047 Commercial Way \$13/month			156
Acct # 120941-3 937 Marina Blvd \$18/Month			216
Acct # 271553-3 2355 Trane Td \$111/Month			1,332
Acct # 283576-0 2355 Trane Rd Irrig \$138/Month			1,656



GENERAL FUND

GENERAL GOVERNMENT

Facilities Management

LINE ITEMS	FY13 Actual	FY14 Estimate	FY15 Budget
4110 ELECTRIC	\$ 236,739	\$ 234,708	\$ 246,192
Sub Acct 034 - Animal Control Building \$813/month			9,756
Sub Acct 048 - 2500 Tesota Way \$2078/month			24,936
Sub Acct 049 - BHCJustice Center \$7332/month			87,984
Sub Acct 069 - Section 20 -Senior Center \$627/onth			3,762
Sub Acct 097 - Sec 30 1st Aid Station \$130/month			1,560
Sub Acct 114 - Wolf Court Radio Tower \$23.50/month			282
Sub Acct 134 - TV 4 \$215/month			2,580
Sub Acct 179 - Evidence Building - Alonas Way \$264/month			3,168
Sub Acct 183 - 2047 Commercial Way \$197/month			2,364
Sub Acct 193 - Mechanical Building \$4510/month			54,120
Sub Acct 211 - 1285 Alonas Way \$230/month			2,760
Sub Acct 294 - City Hall Bldg \$4410/month			52,920
4120 NATURAL GAS	\$ 1,984	\$ 1,236	\$ 2,040
Acct# 1006032 2270 Trane Rd Animal Control \$199/month			2,040
4310 BUILDING REPAIRS	\$ 19,985	\$ 11,450	\$ 17,000
Carpentry supplies			8,000
Carpet repair			2,000
1255 Marina preventative maintenance			5,000
Locks, doors, etc			2,000
4320 GENERAL EQUIPMENT REPAIRS	\$ 21,447	\$ 46,254	\$ 26,500
911 gate opener			1,000
Appliances repair			2,000
HVAC and cooling tower repair for 65 units			22,500
Police department gate repair			1,000
4330 VEHICLE REPAIRS & SERVICE	\$ 3,000	\$ 6,000	\$ 6,000
Fleet rental charges			6,000
4340 MAINTENANCE AGREEMENTS	\$ 19,305	\$ 19,017	\$ 20,856
Chiller preventative maintenance \$603/month			7,236
Elevator service contract \$1,725/quarterly			7,800
Water treatment service - FY14: \$475/month, FY15: \$485/month			5,820



GENERAL FUND

GENERAL GOVERNMENT

Facilities Management

LINE ITEMS	FY13 Actual	FY14 Estimate	FY15 Budget
4390 OTHER REPAIRS & MAINTENANCE	\$ -	\$ 106	\$ -
4420 EQUIP. & VEHICLE RENTAL	\$ 457	\$ 453	\$ 453
Soft water tank rental \$37.75/month			453
5210 PROPERTY & RISK INSURANCE	\$ 19,744	\$ 19,705	\$ 18,225
Budget based on risk management budget			18,225
5320 CELLULAR SERVICE	\$ 1,106	\$ 1,407	\$ 1,452
Cellular service pooled minutes phone plan FY 15: \$33/month x 2, \$55/MO x 1			1,452
5510 CUSTOM PRINTING	\$ -	\$ 42	\$ 40
Business cards			40
SERVICES AND OTHER CHARGES	\$ 363,473	\$ 371,727	\$ 384,387
6110 OFFICE SUPPLIES	\$ -	\$ 141	\$ 200
General office supplies			200
6120 SPECIALTY SUPPLIES	\$ 19,665	\$ 36,633	\$ 29,150
Electrical supplies			2,200
Filters for cooling systems			3,900
Fire extinguishers			1,000
Flags for city facilities			5,800
Hardware			3,850
HVAC supplies			7,200
Plumbing supplies			600
Safety supplies			900
Signage for offices			200
Water softner salt			3,500
6122 COMPUTER SOFTWARE	\$ -	\$ -	\$ 12,500
New PC Control program for chiller monitoring and controls system			12,500
6210 GASOLINE	\$ 2,825	\$ 3,679	\$ 4,368
1220 gallons @ \$3.50			4,270
Fleet equip. replacement @ .08/gal			98
6410 UNIFORMS	\$ 1,073	\$ 1,396	\$ 1,425
Allowance for steel toed boots \$150 each x5			750
Replacement pants/shorts (3) x5 permanent employees			255
Replacement shirts (3) x5 employees			225



GENERAL FUND

GENERAL GOVERNMENT

Facilities Management

LINE ITEMS	FY13 Actual	FY14 Estimate	FY15 Budget
Allowance steel toed boots for new employee			60
Pants/shorts (5) for new employee			85
Shirts (5) for new employee			50
6510 CLEANING SUPPLIES	\$ 25,191	\$ 28,885	\$ 13,360
General cleaning supplies, includes supplies needed to clean 2nd story windows and solar panels			3,660
Paper hand towels			5,700
Paper tissues			2,500
Plastic trash liners			1,500
6520 CHEMICAL PRODUCTS	\$ 2,354	\$ 4,936	\$ 10,700
Cleaning chemicals			8,000
Pest control			2,700
SUPPLIES	\$ 51,108	\$ 75,670	\$ 71,703
7020 TOOLS	\$ -	\$ 278	\$ -
7025 COMPUTER EQUIPMENT <\$5,000	\$ -	\$ -	\$ 880
Chiller Room Computer with Windows 7			880
7030 EQUIPMENT<\$5,000	\$ 543	\$ 2,906	\$ 2,750
Floor Burnisher			2,750
PROPERTY	\$ 543	\$ 3,184	\$ 3,630
TOTAL FACILITIES MANAGEMENT	\$ 673,464	\$ 718,923	\$ 733,806



GENERAL FUND

GENERAL GOVERNMENT

Non-Department

	FY13 Actual	FY14 Estimate	FY15 Budget
Expenditures by Classification			
Personnel Cost	\$ 31,745	\$ 10,158	\$ 80,605
Services and Other Charges	543,088	609,311	587,072
Supplies	78,981	67,781	80,160
Property	9,655	-	-
Contingency	-	-	1,200,000
Grand Total	\$ 663,469	\$ 687,250	\$ 1,947,837

Expenditures by Activity

General Government	\$ 663,469	\$ 687,250	\$ 1,947,837
Total	\$ 663,469	\$ 687,250	\$ 1,947,837

Activity by Fund

General Fund	\$ 663,469	\$ 687,250	\$ 1,947,837
Total	\$ 663,469	\$ 687,250	\$ 1,947,837



GENERAL FUND

GENERAL GOVERNMENT

Non-Department

LINE ITEMS	FY13 Actual	FY14 Estimate	FY15 Budget
1550 UNEMPLOYMENT COMPENSATION	\$ 31,745	\$ 10,158	\$ 80,605
General Fund portion of Unemployment Compensation Payments			80,605
PERSONNEL COSTS	\$ 31,745	\$ 10,158	\$ 80,605
3188 AEL INTEREST	\$ -	\$ 80,816	\$ -
3190 ECONOMIC DEVELOPMENT INCENTIVE	\$ 138,879	\$ 136,381	\$ 150,000
City sales tax rebate agreements			150,000
3215 LEGAL SERVICES	\$ 182,306	\$ 175,001	\$ 198,403
Additional Cases-200 Cases			34,928
Conflict Cases-300 Cases			54,500
Public Defender Contract-600 Cases			108,975
3280 OTHER PROFESSIONAL SERVICES	\$ 5,333	\$ 7,050	\$ 1,500
On-site shredding services			1,500
3810 PERMITTING & MISC. FEES	\$ -	\$ 3,508	\$ -
Right of way permit section 30 for ten years			-
3890 OTHER CONTRACTED SERVICES	\$ 11,470	\$ 7,970	\$ 7,970
Colorado River Historical Society Tourism Promotion			1,000
Cost of living calculator			250
Section 8 Housing Administration - Mohave County Housing Authority			3,500
WACOG Rural Transportation Liaison - proportional share			3,220
4125 TELEPHONE	\$ 97,316	\$ 101,413	\$ 99,863
704-2733 \$234/mo			2,805
704-9646 \$49/mo			588
704-9702 \$49/mo			588
754-2608 \$23/mo			276
754-4057 \$49/mo			588
754-8877 \$95/mo			1,140
758-1069 \$365/mo			4,383
758-3735 \$96/mo			1,152
758-3977 \$178/mo			2,136
758-5109 \$179/mo			2,149
758-7626 \$38/mo			456
758-7898 \$5/mo			60
758-8209 \$51/mo			612



GENERAL FUND

GENERAL GOVERNMENT

Non-Department

LINE ITEMS	FY13 Actual	FY14 Estimate	FY15 Budget
763-1045 \$96/mo			1,152
763-1110 \$355/mo			4,260
763-1379 \$50/mo			600
763-1999 \$686/mo			8,232
763-2224 \$221/mo			2,652
763-2507 \$48/mo			576
763-2974 \$49/mo			588
763-3107 \$92/mo			1,104
763-3153 \$93/mo			1,116
763-5848 \$49/mo			588
763-6000 \$66/mo			792
763-7247 \$49/mo			588
763-8548 \$156/mo			1,872
763-9086 \$49/mo			588
763-9400 \$6,846/mo allocated			53,400
986-2011 \$5/mo			60
986-4015 \$17/mo			204
986-4016 \$17/mo			204
986-4017 \$17/mo			204
986-5411 \$178/mo			2,136
986-9506 \$109/mo			1,306
AFIS phone line \$59/mo			708
Long distance service			-
4410 LAND & BUILDING RENTAL	\$ 105	\$ (30)	\$ -
4420 EQUIP. & VEHICLE RENTAL	\$ 449	\$ -	\$ -
4430 LAND & BUILDING LEASE	\$ 250	\$ 185	\$ -
4440 OFFICE EQUIPMENT LEASE	\$ 67,283	\$ 64,595	\$ 69,252
Copiers (23) \$4350/month			52,200
Copiers additional charges for color copies \$2,500/qtr			10,000
Postage machine (1) \$1,763/qtrly			7,052



GENERAL FUND

GENERAL GOVERNMENT

Non-Department

LINE ITEMS	FY13 Actual	FY14 Estimate	FY15 Budget
5310 WIFI SERVICES	\$ 5,928	\$ 7,014	\$ -
5320 CELLULAR SERVICE	\$ 4,779	\$ -	\$ -
5510 CUSTOM PRINTING	\$ 2,500	\$ -	\$ -
5631 TRANSPORTATION	\$ 140	\$ 45	\$ -
5710 SEMINARS & CONFERENCES	\$ 665	\$ -	\$ -
5721 DUES & MEMBERSHIPS	\$ 22,334	\$ 22,729	\$ 22,584
Chamber of Commerce Dues			250
League of Arizona Cities and Towns			22,334
5725 TUITION REIMBURSEMENT	\$ 3,317	\$ 2,054	\$ 4,500
Per Administrative Rule 4-1, Section 1.53 Training and Career Development, tuition reimbursement.			4,500
5740 MEETING EXPENSES	\$ 34	\$ -	\$ -
8520 STRATEGIC PLAN	\$ -	\$ 580	\$ 33,000
Implementation of strategic plan			
SERVICES AND OTHER CHARGES	\$ 543,088	\$ 609,311	\$ 587,072
4312 IMPROVEMENTS NON-CAPITAL	\$ 5,068	\$ 14,866	\$ -
4315 LANDSCAPING MATERIALS	\$ 18,961	\$ -	\$ -
6110 OFFICE SUPPLIES	\$ 24,819	\$ 25,069	\$ 26,960
Copy paper "8 1/2 x 11" 500 cases \$33 per case			11,880
Copy paper "11 x 17" 8 cases \$75 per case			-
Bottled drinking water			14,580
Shipping supplies			500
6115 AWARDS	\$ 5,303	\$ 4,597	\$ 9,000
Annual Award Recognition Ceremony			9,000
6122 COMPUTER SOFTWARE	\$ 3,000	\$ -	\$ -
6150 POSTAGE	\$ 21,813	\$ 23,249	\$ 44,200
Estimated postage			43,000
Shipping service			1,200
6320 FOOD/BEVERAGE FOR RESALE	\$ 17	\$ -	\$ -
SUPPLIES	\$ 78,981	\$ 67,781	\$ 80,160



GENERAL FUND

GENERAL GOVERNMENT

Non-Department

LINE ITEMS	FY13	FY14	FY15
	Actual	Estimate	Budget
7025 COMPUTER EQUIPMENT <\$5,000	\$ 9,655	\$ -	\$ -
PROPERTY	\$ 9,655	\$ -	\$ -
TOTAL NON-DEPARTMENTAL	\$ 663,469	\$ 687,250	\$ 747,837
8999 CONTINGENCY	\$ -	\$ -	\$ 1,200,000
Fund balance for emergencies			1,200,000
CONTINGENCY	\$ -	\$ -	\$ 1,200,000
TOTAL NON-DEPARTMENTAL	\$ 663,469	\$ 687,250	\$ 1,947,837



GENERAL FUND

CULTURE-RECREATION

Recreation

The mission of the Bullhead City Recreation is to 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 manages the Suddenlink community center and the annual Bullhead City River Regatta.

FY 2013-2014 Highlights

Suddenlink Community Center

- ✓ Served over 25,000 visitors/patrons with an average attendance of 2,000 visitors each month.
- ✓ Over 200 private reservations

Programs

- ✓ Basketball Open Gym
- ✓ Free Tax Service Basketball Practices
- ✓ Volleyball Open Gym
- ✓ Adult Basketball League
- ✓ High School Basketball League
- ✓ High School Basketball League
- ✓ CPR/First Aide/AED Classes
- ✓ Boating Safety Classes
- ✓ Movies at Suddenlink
- ✓ Dog Obedience Classes
- ✓ New Business Startup Classes
- ✓ Pickleball Leagues
- ✓ First Friday Art Shows

Events

- ✓ Halloween Fest
- ✓ Zac Foundation Water Safety Camp
- ✓ 4th of July Red, White and Blue Bash
- ✓ Boys & Girls Club MLK Day Basketball Tournament
- ✓ 3-on-3 Basketball Tournament



GENERAL FUND

CULTURE-RECREATION

Recreation

Organizations who have utilized Suddenlink Community Center.

- ✓ Bureau of Reclamation
- ✓ Bullhead City Fire Department
- ✓ Narcotics Anonymous
- ✓ United Way
- ✓ Community Financial Wellness
- ✓ Western Arizona Council of Governments
- ✓ AARP
- ✓ United Blood Services
- ✓ Bullhead City Elementary School Districts
- ✓ Bullhead City Flames Pop Warner Cheerleaders
- ✓ Bullhead City Barracudas
- ✓ Bullhead City Little League
- ✓ Colorado River Voltage Basketball
- ✓ Boys & Girls Club of the Colorado River
- ✓ Mutt Manners Dog Training
- ✓ Praise Chapel Church
- ✓ United States Coast Guard Auxiliary
- ✓ Humana
- ✓ Colorado River Union High School District

The Recreation Division has served more than 43,000 guests via tournaments and special events. Those events have included Spring Senior Softball Tournament, Fall Senior Softball Tournament, Runnin' on the River Basketball Tournament, Toy for Kids Softball Tournament, Halloweenfest, Winterfest, National Day for Kids Dive-In Fourth of July Barbecue Bash, Bullhead City River Regatta, and the Colorado River Bluegrass Festival

FY 2014-2015 Objectives

- ✓ Conduct a high school basketball tournament within the AIA schedule, with a goal of bring in eight teams the first year.
- ✓ Conduct an adult soccer league with at least eight teams.
- ✓ Expand the Club basketball program from three teams to eight (four girls, four boys)

Performance Indicators

Measure	FY13 Actual	FY14 Estimate	FY15 Budget
Introduction to Drawing Class Participants	-	10	15
Introduction to Painting Class Participants	-	10	15
Ballroom Dancing Class Participants	-	20	30



GENERAL FUND

CULTURE-RECREATION

Recreation

	FY13 Actual	FY14 Estimate	FY15 Budget
Expenditures by Classification			
Personnel Costs	\$ 581,555	\$ 612,437	\$ 630,402
Services and Other Charges	738,529	766,918	1,012,475
Supplies	235,458	243,744	262,076
Property	16,773	18,235	16,317
Sub Total	\$ 1,572,315	\$ 1,641,334	\$ 1,921,270
Cost Recovery	\$ (970,621)	\$ (844,872)	\$ (1,111,596)
General Fund Total	\$ 601,694	\$ 796,462	\$ 809,674

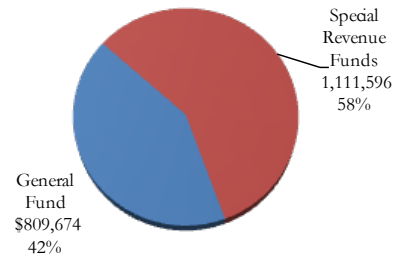
Expenditures by Activity

Recreation	\$ 176,136	\$ 281,474	\$ 302,430
Arts & Culture	1,183	6,587	8,246
Suddenlink Community Center	-	97,847	68,099
Water Activities	159,609	143,257	164,353
Athletics	197,528	191,346	266,546
Park Ranger	67,238	75,951	-
Total	\$ 601,694	\$ 796,462	\$ 809,674

Staffing

Office Specialist/Pool Manager	1.00	1.00	1.00
Recreation Manager	1.00	1.00	1.00
Recreation Supervisor	1.00	1.00	1.00
Receptionist	1.00	1.00	1.00
Special Events Coordinator	1.00	1.00	1.00
Sponsorship Coordinator	1.00	1.00	1.00
Total	6.00	6.00	6.00

Recreation Funding Sources





GENERAL FUND

CULTURE-RECREATION

Recreation

LINE ITEMS	FY13 Actual	FY15 Estimate	FY15 Budget
1105 REGULAR FULL-TIME	\$ 52,803	\$ 140,622	\$ 152,454
1120 OTHER WAGES	4,285	12,051	-
1140 OVERTIME	123	-	-
1510 HEALTH INSURANCE	21,537	35,696	38,102
1530 SOCIAL SECURITY	276	746	-
1531 MEDICARE	808	2,181	2,211
1533 ICMA RETIREMENT	4,741	12,644	13,797
1560 WORKERS COMPENSATION	235	2,029	2,512
PERSONNEL COST	\$ 84,808	\$ 205,969	\$ 209,076
3160 ADMINISTRATIVE FEES	\$ 25,000	\$ 25,000	\$ 30,000
Boys & Girls Club Annual Agreement			30,000
3280 PROFESSIONAL SERVICES	\$ -	\$ -	\$ 250
Santa suit cleaning			125
Bravo costume cleaning			125
3810 PERMITTING & MISC. FEES	\$ 2,400	\$ -	\$ -
4310 BUILDING REPAIRS	\$ -	\$ 315	\$ -
4320 GENERAL EQUIPMENT REPAIRS	\$ -	\$ 531	\$ 1,000
Fixtures for backup lighting			1,000
4330 VEHICLE REPAIRS & SERVICE	\$ -	\$ 1,000	\$ 3,000
Fleet rental charges for unit 2030, 2040			3,000
4420 EQUIP. & VEHICLE RENTAL	\$ 86	\$ 12	\$ -
4430 LAND & BUILDING LEASE	\$ 42,370	\$ 35,000	\$ 42,070
Comm Park Dock Lease #023-102510-03			2,100
Riv/Sunshine Marina Lease #023-103413-03			5,670
Rotary Park Dock Lease #023-094309-03			2,500
Rotary Park Jetty Lease 023-095649-03			1,800
Section 12 Concession Lease AZ. 29258			30,000
4440 OFFICE EQUIPMENT LEASE	\$ 1,704	\$ -	\$ 1,500
Additional cost for color copies for programs and flyers			1,500
5210 PROPERTY & RISK INSURANCE	\$ 5,764	\$ 5,753	\$ 8,471
Budget based on risk management budget			8,471
5320 CELLULAR SERVICE	\$ 737	\$ 1,133	\$ 660
Cellular service pooled minutes phone plan FY14: 2 phones FY15 one phone \$55 x12			660
5510 CUSTOM PRINTING	\$ -	\$ 5,079	\$ -
SERVICES AND OTHER CHARGES	\$ 78,061	\$ 73,823	\$ 86,951
4312 IMPROVEMENTS NONCAPITAL	\$ 874	\$ -	\$ 800
Bronze plaques			800



GENERAL FUND

CULTURE-RECREATION

Recreation

LINE ITEMS	FY13 Actual	FY15 Estimate	FY15 Budget
6110 OFFICE SUPPLIES	\$ 382	\$ 238	\$ 650
Pens, pencils tablets, card stock paper, certificate paper for P&R Commission recognitions, whiteout, lead refills			650
6120 SPECIALTY SUPPLIES	\$ 11	\$ 1,370	\$ 515
Sports supplies such as nets, balls, disc golf supplies, scorekeeping supplies,			515
6210 GASOLINE	\$ -	\$ -	\$ 4,088
1,142 gallons @ \$3.50/gal			3,997
fuel facility x.08			91
6410 UNIFORMS	\$ -	\$ 54	\$ 350
Staff shirts x7 2 each@\$25			350
SUPPLIES	\$ 1,267	\$ 1,662	\$ 6,403
7030 EQUIPMENT <\$5,000	\$ 12,000	\$ 20	\$ -
PROPERTY	\$ 12,000	\$ 20	\$ -
TOTAL RECREATION	\$ 176,136	\$ 281,474	\$ 302,430



GENERAL FUND

CULTURE-RECREATION

Arts and Culture

LINE ITEMS	FY13 Actual	FY14 Estimate	FY15 Budget
1120 OTHER WAGES	108	3,040	2,115
1530 SOCIAL SECURITY	7	189	131
1531 MEDICARE	1	44	31
1560 WORKERS COMPENSATION	1	50	45
PERSONNEL COSTS	\$ 117	\$ 3,323	\$ 2,322
3810 PERMITTING & MISC FEES	\$ -	\$ 72	\$ 180
Movies in the Park Food Permit			180
3825 CONTRACT LABOR	\$ 196	\$ -	\$ -
3890 OTHER CONTRACTED SERVICES	\$ -	\$ 1,240	\$ 1,500
Rental of passenger bus for Recreation events and tours			1,500
4320 GENERAL EQUIPMENT REPAIRS	\$ -	\$ -	\$ -
4420 EQUIP. & VEHICLE RENTAL	\$ -	\$ 269	\$ -
5210 PROPERTY & RISK INSURANCE	\$ 648	\$ 647	\$ 329
Allocation of risk management			329
5430 OTHER ADVERTISING	\$ -	\$ -	\$ 150
Tri State Film Festival			150
SERVICES AND OTHER CHARGES	\$ 844	\$ 2,228	\$ 2,159
6110 OFFICE SUPPLIES	\$ -	\$ -	\$ 30
Movies in the Park office supplies			30
6120 SPECIALTY SUPPLIES	\$ -	\$ 842	\$ 1,735
Recreation events and tours snack supplies			250
Recreation events passenger tours- 55 people @ 15.00 each			825
Recreation events passenger tours meals- 55 meals @ \$12.00 each			660
6122 COMPUTER SOFTWARE	\$ 180	\$ -	\$ -
6310 FOOD/BEVERAGE FOR RESALE	\$ 42	\$ 194	\$ 2,000
Movies in the Park			2,000
SUPPLIES	\$ 222	\$ 1,036	\$ 3,765
7030 EQUIPMENT <\$5,000	\$ -	\$ -	\$ -
PROPERTY	\$ -	\$ -	\$ -
TOTAL ARTS & CULTURE	\$ 1,183	\$ 6,587	\$ 8,246



GENERAL FUND

CULTURE-RECREATION

Suddenlink Community Center

LINE ITEMS	FY13 Actual	FY14 Estimate	FY15 Budget
1120 OTHER WAGES	-	14,246	12,000
1530 SOCIAL SECURITY	-	888	743
1531 MEDICARE	-	208	173
1560 WORKERS COMPENSATION	-	232	257
PERSONNEL COSTS	\$ -	\$ 15,574	\$ 13,173
3280 OTHER PROFESSIONAL SERVICES	\$ -	\$ 130	\$ -
3810 PERMITTING & MISC FEES	\$ -	\$ 620	\$ 2,470
Halloween Festival Food Permit			70
Suddenlink - Movie Nights - Licensing - \$300 per movie - 8 movies			2,400
3825 CONTRACT LABOR	\$ -	\$ -	\$ 3,675
Dog Training, offset by revenues			2,400
Painting Class-instructor fee,offset by revenue			425
Drawing Class-instructor fee, offset by revenue			425
Ballroom Dancing Class-instructor fee, offset by revenue			425
3890 OTHER CONTRACTED SERVICES	\$ -	\$ 1,516	\$ 1,439
Fire extinguisher service			1,439
4105 WATER	\$ -	\$ 3,182	\$ 3,861
#446671-3 2380 Third St Gym \$195/mo 5%			2,335
#446672-1 2380 Third St Fire \$19/mo 5%			228
#446673-9 2380 Third St Kndrg \$108/mo 5%			1,298
4110 ELECTRIC	\$ -	\$ 32,727	\$ 36,650
Sub Account 315 3rd Avenue \$29/mo			348
Sub Account 313 2380 3rd Street \$786/mo			9,425
Sub Account 308, 2380 3rd Street \$984/mo			11,803
Sub Account 309, 2380 3rd Street \$555/mo			6,660
Sub Account 310 380 Lee Avenue \$65/mo			780
Sub Account 311, 2380 3rd Street \$250/mo			3,000
Sub Account 307, 2380 3rd Street \$24/mo			288
Sub Account 312 2380 3rd Avenue \$50/mo			595
Sub Account 314 2380 3rd Street \$313/mo			3,751
4120 NATURAL GAS	\$ -	\$ 896	\$ 1,284
2410 3rd Street Gym \$54/mo			642
2410 3rd Street Bldg #300 \$54/mo			642
4130 REFUSE	\$ -	\$ 631	\$ -
4310 BUILDING REPAIRS	\$ -	\$ 7,254	\$ -
4320 GENERAL EQUIPMENT REPAIRS	\$ -	\$ 1,008	\$ -
4410 LAND & BUILDING RENTALS	\$ -	\$ 1	\$ -



GENERAL FUND

CULTURE-RECREATION

Suddenlink Community Center

LINE ITEMS	FY13 Actual	FY14 Estimate	FY15 Budget
5210 PROPERTY & RISK INSURANCE	\$ -	\$ -	\$ 2,187
Risk allocation based on budget and head count			\$ 2,187
5310 WIFI SERVICE	\$ -	\$ 833	\$ 900
Internet service			900
SERVICES AND OTHER CHARGES	\$ -	\$ 48,798	\$ 52,466
6110 OFFICE SUPPLIES	\$ -	\$ 25	\$ -
6120 SPECIALTY SUPPLIES	\$ -	\$ 29,327	\$ 2,460
Sports equipment			500
Halloween Festival - Decorations, hot dogs, buns, water, cakes, fogger solution			780
Halloween Festival carnival game prizes			530
Event supplies			500
Suddenlink - Movies			150
6510 CLEANING SUPPLIES	\$ -	\$ 1,579	\$ -
SUPPLIES	\$ -	\$ 30,931	\$ 2,460
7030 EQUIPMENT <\$5,000	\$ -	\$ 2,544	\$ -
PROPERTY	\$ -	\$ 2,544	\$ -
TOTAL SUDDENLINK CC	\$ -	\$ 97,847	\$ 68,099



GENERAL FUND

CULTURE - RECREATION

Water Activities

LINE ITEMS	FY13 Actual	FY14 Estimate	FY15 Budget
1105 REGULAR FULL-TIME	\$ 15,748	\$ 30,462	\$ 31,886
1120 OTHER WAGES	100,901	68,106	89,210
1510 HEALTH INSURANCE	2,329	8,577	8,232
1530 SOCIAL SECURITY	6,281	4,143	5,531
1531 MEDICARE	1,693	1,415	1,755
1533 ICMA RETIREMENT	1,425	2,757	2,886
1560 WORKERS COMPENSATION	1,393	1,494	2,582
PERSONNEL COSTS	\$ 129,770	\$ 116,954	\$ 142,082
3810 PERMITTING & MISC. FEES	\$ 846	\$ 846	\$ 906
Admin-annual county health permit.			906
4450 MUSIC LICENSE AGREEMENT	\$ -	\$ -	\$ 615
American Society of Composers, Authors & Publishers (ASCAP) license agreement local govt			325
Broadcast Music Inc. (BMI) annual music license for local government agencies			290
5210 PROPERTY & RISK INSURANCE	\$ 10,774	\$ 10,756	\$ 10,781
Admin - Allocation of risk management			10,781
5510 CUSTOM PRINTING	\$ 778	\$ 34	\$ 2,225
Watercraft Launch-day passes			710
Watercraft Launch-stickers			1,515
5710 SEMINARS & CONFERENCES	\$ 2,298	\$ 672	\$ 2,699
Admin-authorized Red Cross Provider fee			300
Admin-Red Cross Lifeguard Training for 20 people (including trainer, teaching materials, and cards)			2,399
SERVICES AND OTHER CHARGES	\$ 14,696	\$ 12,308	\$ 17,226
5731 TRAINING SUPPLIES	\$ -	\$ -	\$ 180
CPR Mask (15)			180
6110 OFFICE SUPPLIES	\$ 332	\$ 276	\$ 700
Admin-Pool-office supplies			500
Admin-Watercraft Launch-office supplies			200
6120 SPECIALTY SUPPLIES	\$ 12,006	\$ 2,199	\$ 1,428
Water Aerobics- supplies			50
Pool parties-food (10)			200
Pool parties-party kits (10)			176
Recreational swimming-first aid supplies			200
Recreational swimming-sunblock			72
Swim lessons-cpr masks(10)			300



GENERAL FUND

CULTURE - RECREATION

Water Activities

LINE ITEMS	FY13 Actual	FY14 Estimate	FY15 Budget
Swim lessons-supplies and training aids, etc.			200
4th of July BBQ Bash			130
National Day for Kids - Dive In			100
6210 GASOLINE	\$ 1,752	\$ -	\$ -
6310 FOOD/BEVERAGE FOR RESALE	\$ -	\$ 705	\$ 200
National Day for Kids-Dive In			100
4th of July BBQ Bash			100
6410 UNIFORMS	\$ -	\$ 2,260	\$ 1,220
Launch Booth Staff Shirts - 8 at \$15 ea.			120
Lifeguard Uniforms: Girl suits (15)@\$31.85, Boys Shorts 10@\$24.70, 15 girl shorts@\$12.95, 15 whistles@\$2.69, 15 lanyards@\$0.60, 8 chief guard shirts@\$8.00, 2 manager shirts@\$12.00			1,100
6510 CLEANING SUPPLIES	\$ 821	\$ -	\$ 1,000
Admin - Bleach, disinfectant, floor cleaner, turtle wax, gloves, toilet paper, paper towels			1,000
SUPPLIES	\$ 14,911	\$ 5,440	\$ 4,728
7030 EQUIPMENT <\$5,000	\$ 232	\$ 8,555	\$ 317
Buoy Thermometer			6
Megaphones (2)			37
Recreational swimming-guard tubes (2)			78
Umbrellas (2)			110
Slide Lane Line			86
PROPERTY	\$ 232	\$ 8,555	\$ 317
TOTAL WATER ACTIVITIES	\$ 159,609	\$ 143,257	\$ 164,353



GENERAL FUND

CULTURE - RECREATION

Athletics

LINE ITEMS	FY13 Actual	FY14 Estimate	FY15 Budget
1105 REGULAR FULL-TIME	\$ 62,278	\$ 50,128	\$ 52,356
1120 OTHER WAGES	31,068	32,393	54,401
1140 OVERTIME	-	95	-
1510 HEALTH INSURANCE	14,951	10,898	11,290
1530 SOCIAL SECURITY	1,895	2,005	3,373
1531 MEDICARE	1,316	1,172	1,547
1533 ICMA RETIREMENT	5,622	4,536	4,738
1560 WORKERS COMPENSATION	1,107	1,386	2,285
PERSONNEL COSTS	\$ 118,237	\$ 102,613	\$ 129,990
3810 PERMITTING & MISC. FEES	\$ 992	\$ 992	\$ 3,126
Concessions-health permits for Rotary Park soccer snack bar, Rotary Park football snack bar, Community Park baseball snack bar, Rotary Park softball snack bar, and Ken Fovargue Park pool/softball snack bar.			\$ 3,126
3825 CONTRACT LABOR	\$ 41,357	\$ 41,026	\$ 70,314
Adult Soccer Tournament-umpires (3 officials, 2 @ \$25 for line, 1 @ \$30 for Center) x27 games			2,160
Adult Soccer League-officials 28 games line \$80 per game			2,240
Toys for Kids Softball Tourney umpires = 60 games @ \$40 = \$2,400			2,400
Senior Softball Tourney - umpires 546 games @ \$24 = \$13,104			13,104
Softball Leagues-umpire fees 699 games @ \$40/game			27,960
Basketball Tournament - Adult - 2 referees per game @ \$25 each - 31 games			1,550
Basketball League - HS - Summer - 2 referees per game @ \$25/ref			1,400
Basketball Men's - referees 270 games, 2 refs per game, \$25 per game			13,500
Basketball Tourney - Thanksgiving - high school varsity - referees 64 games @ \$55/game			3,520
Spring Volleyball League Adult-officials 36 games @ \$15/game			540
Summer/Fall Volleyball League Adult - officials 36 games @ \$15/game			540
Basketball League HS-officials 56 games @ \$25/game			1,400
4320 GENERAL EQUIPMENT REPAIRS	\$ 378	\$ -	\$ -
4420 EQUIP & VEHICLE RENTAL	\$ 210	\$ -	\$ 1,000
Lease agreement with Girls A.S.A for use of concessions equip. Rotary park (\$500.00 bi annually)			1,000
5210 PROPERTY & RISK INSURANCE	\$ 8,772	\$ 8,756	\$ 9,722
Allocation of risk management			9,722
5220 ATHLETIC INSURANCE	\$ -	\$ -	\$ 1,702
Softball Tourneys-ASA Registration 74 teams @ \$23/each			1,702
5430 OTHER ADVERTISING	\$ -	\$ 1,000	\$ -
5510 CUSTOM PRINTING	\$ -	\$ -	\$ 1,600
Basketball Tourney 3 on 3-banners			350
Basketball Tourney 3 on 3-Posters and Flyers			100



GENERAL FUND

CULTURE - RECREATION

Athletics

LINE ITEMS	FY13 Actual	FY14 Estimate	FY15 Budget
Basketball Camp - Youth - Certificates and evaluations			150
Printing for envelopes			1,000
5710 SEMINARS & CONFERENCES	\$ -	\$ -	200
Concessions-food handler certifications for employees x5			200
SERVICES AND OTHER CHARGES	\$ 51,709	\$ 51,774	\$ 87,664
6110 OFFICE SUPPLIES	\$ 344	\$ 82	-
6115 AWARDS	\$ 12,750	\$ 12,455	\$ 23,240
Basketball League HS-Championship Trophy			75
Basketball Tournament - Adult - Cash Prize			1,000
Basketball Men's-Championship T-Shirts/Trophy			900
Basketball Tournament - Adult - Champion T-Shirts			240
Basketball Tournament - Adult - Champion and Runner-up Trophies			155
Basketball Tournaments - Youth - Trophies			555
Basketball League HS - Championship Shirts			240
Basketball Tourney 3 on 3-cash prize			300
Basketball Tourney 3 on 3-trophies			195
Basketball Tourney Youth-Participation medals			320
Basketball Tourney High School-T-Shirts/Trophy			1,620
Businessman Basketball League Traveling Trophy			100
Fishing Derby Fall \$150 per division and Donation to Senior Nutrition Center			240
Fishing Derby Spring \$150 per division and Donation to Senior Nutrition Center			240
Adult Soccer League - Adult-Trophies / Shirts			400
Adult Soccer Tournament Prizes / Shirts			1,000
Softball Leagues-Championship t-shirts			1,700
Softball Tourneys-Championship T-shirts and awards for Kids Tourney			13,210
Volleyball League Adult-Championship T-Shirts/Plaques			750
6120 SPECIALTY SUPPLIES	\$ 3,255	\$ 12,130	\$ 12,652
Adult Soccer Leagues / Tournament- set of nets			315
Adult Soccer Leagues / Tournament- set of nets and Flags			415
Basketball Camp - Youth - Water			100
Basketball Camps - Youth - Digital Video Camera and Tripod			555
Basketball Camps - Youth - Participant T-shirts			600
Basketball League HS-scorebooks(3)			30



GENERAL FUND

CULTURE - RECREATION

Athletics

LINE ITEMS	FY13 Actual	FY14 Estimate	FY15 Budget
Basketball Men's-basketball(2)			130
Basketball Men's-scorebooks(9)			90
Basketball Tournament - Youth - Hospitality Room food and drink			1,000
Basketball Tournament Adult - New game ball			65
Basketball Tourney 3 on 3-basketballs(4)			120
Basketball Tourney 3 on 3-participant shirts			240
Basketball Tourney Youth- Participant Shirts			2,160
Basketball Tourney Youth-basketballs(5)			325
Basketball Tourney Youth-scorebooks(3)			30
Outdoor Basketball Nets (various styles)			250
Outdoor Volleyball Nets 8 @ \$50 each			400
Pickleball league ball & raquet set at \$200; extra balls at \$25/dz			-
Seniors at Suddenlink Health Presentations - Snacks			400
Soccer Field Striper			115
Softball Leagues- 472 softballs at \$2.71/each.			1,279
Softball Tourneys- 606 softballs for \$2.71/each			1,642
Staff Shirts for use throughout all Rec Athletic Programs (100 polo & t-shirts @ \$20.00)			2,000
Tournament and League Soccer balls(4) @ \$25/each			100
Volleyball Jr-participant shirts			200
Volleyball Jr-volleyballs (2)			-
Volleyball League Adult-volleyballs(2) @ \$45/each			90
6310 FOOD/BEVERAGE	\$ 6,781	\$ 12,292	\$ 10,500
Concession Stand Supplies-Senior Tournaments, Adult Tournaments, Adult League, Youth Leagues, Open Swim			9,500
Adult Basketball Leagues Concession Supplies			1,000
SUPPLIES	\$ 23,130	\$ 36,959	\$ 46,392
7030 EQUIPMENT<\$5,000	\$ 4,452	\$ -	\$ 2,500
Softball Tourney-replace bases, pitcher plate, base pegs, pitchers safety screens, drag, chalker			2,500
PROPERTY	\$ 4,452	\$ -	\$ 2,500
TOTAL ATHLETICS	\$ 197,528	\$ 191,346	\$ 266,546



GENERAL FUND

CULTURE - RECREATION

Park Ranger

LINE ITEMS	FY13 Actual	FY14 Estimate	FY15 Budget
1105 REGULAR FULL-TIME	\$ 2,743	\$ 2,855	\$ -
1120 OTHER WAGES	44,144	47,800	-
1140 OVERTIME	146	-	-
1510 HEALTH INSURANCE	491	454	-
1530 SOCIAL SECURITY	2,746	2,937	-
1531 MEDICARE	681	727	-
1533 ICMA RETIREMENT	248	257	-
1560 WORKERS COMPENSATION	800	1,787	-
PERSONNEL COSTS	\$ 51,999	\$ 56,817	\$ -
4330 VEHICLE REPAIRS & SERVICE	\$ 3,000	\$ 6,000	\$ -
5210 PROPERTY & RISK INSURANCE	\$ 3,879	\$ 3,872	\$ -
5320 CELLULAR TELEPHONES	\$ 738	\$ 653	\$ -
SERVICES AND OTHER CHARGES	\$ 7,617	\$ 10,525	\$ -
6110 OFFICE SUPPLIES	\$ 65	\$ -	\$ -
6120 SPECIALTY SUPPLIES	\$ 5	\$ 7	\$ -
6210 GASOLINE	\$ 7,368	\$ 8,301	\$ -
6410 UNIFORMS	\$ 176	\$ 301	\$ -
SUPPLIES	\$ 7,614	\$ 8,609	\$ -
7020 TOOLS	\$ 8	\$ -	\$ -
7030 EQUIPMENT <\$5,000	\$ -	\$ -	\$ -
PROPERTY	\$ 8	\$ -	\$ -
TOTAL PARK RANGERS	\$ 67,238	\$ 75,951	\$ -

Summary:

Personnel Costs	\$ 384,931	\$ 501,250	\$ 496,643
Services and Other Charges	\$ 152,927	\$ 199,456	\$ 246,466
Supplies	\$ 47,147	\$ 84,637	\$ 63,748
Property	\$ 16,692	\$ 11,119	\$ 2,817
Grand Total	\$ 601,697	\$ 796,462	\$ 809,674



GENERAL FUND

CULTURE - RECREATION

Parks Maintenance

The mission of the Parks Maintenance Division is to maintain the health, safety and appearance of City parks, playgrounds, ball fields, 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, esthetically 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 2013-2014 Highlights

- ✓ Overseeded all Sports Fields with winter rye.
- ✓ Numerous improvements to landscaping throughout Rotary Park.
- ✓ Transplanted Poki the Tortoise to Community Park.
- ✓ Installed stairs to sea wall at Rotary Park
- ✓ Reroofed Little League Snack Bar and Parks maintenance Barn at Community Park.

FY 2014-2015 Objectives

- ✓ Develop and implement tree donation program.
- ✓ 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 improve and maintain all parks.

Performance Indicators

Measure	FY13 Actual	FY14 Estimate	FY15 Budget
Graffiti Incidents	83	62	65
Acres of Turf Maintained	60	80	80
Percentage of Grass Covered in Sports Fields	75	90	-
Number of Special Events Supported	12	12	12
Number of Parks Maintained	6	6	6
Graffiti (square feet)	4,971	5,100	5,100



GENERAL FUND

CULTURE - RECREATION

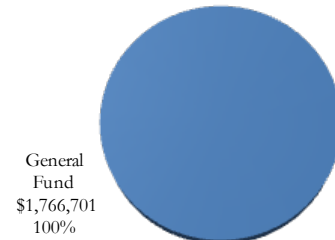
Parks Maintenance

	FY13 Actual	FY14 Estimate	FY15 Budget
Expenditures by Classification			
Personnel Costs	\$ 713,485	\$ 738,736	\$ 819,367
Services and Other Charges	599,424	561,232	583,159
Supplies	313,516	327,140	359,175
Property	27,118	93,699	5,000
Subtotal	\$ 1,653,542	\$ 1,720,807	\$ 1,766,701
Cost Recovery	-	(10,756)	-
Capital Outlay	(10,690)	(77,611)	-
General Fund Total	\$ 1,642,852	\$ 1,632,440	\$ 1,766,701

Expenditures by Activity			
Parks Maintenance	1,653,542	1,710,051	1,766,701
Total	\$ 1,653,542	\$ 1,710,051	\$ 1,766,701

Staffing			
Parks Supervisor	1.00	1.00	1.00
Turf Maintenance Specialist	1.00	1.00	1.00
Maintenance Worker III	1.00	1.00	2.00
Maintenance Worker II	2.00	2.00	2.00
Maintenance Worker I	8.00	8.00	8.00
Parks Maintenance	13.00	13.00	14.00

Park Maintenance Funding Sources





GENERAL FUND

CULTURE - RECREATION

Parks Maintenance

LINE ITEMS	FY13 Actual	FY14 Estimate	FY15 Budget
1105 REGULAR FULL-TIME	\$ 429,093	\$ 435,971	\$ 505,632
1120 OTHER WAGES	52,027	57,148	58,806
1140 OVERTIME	26,059	16,425	5,000
1510 HEALTH INSURANCE	143,726	147,576	164,640
1530 SOCIAL SECURITY	3,099	3,211	3,646
1531 MEDICARE	7,007	7,087	8,256
1533 ICMA RETIREMENT	40,883	40,636	46,212
1560 WORKERS COMPENSATION	11,590	19,926	27,175
PERSONNEL COSTS	\$ 713,484	\$ 727,980	\$ 819,367
3230 LANDSCAPING SERVICES	\$ 32,799	\$ -	\$ -
3280 OTHER PROFESSIONAL SERVICES	\$ 7,102	\$ -	\$ -
3480 OTHER TECHNICAL SERVICES	\$ -	\$ 295	\$ 900
Locksmith services			900
3810 PERMITTING & MISC. FEES	\$ 50	\$ 155	\$ 180
CDL			180
3815 LABORATORY SERVICES	\$ -	\$ 450	\$ 1,000
Water, Plant and Soil Testing			1,000
4105 WATER	\$ 144,904	\$ 147,490	\$ 103,118
Rotary Park Acct. #0401949-6 2515 Balboa-Effluent Pond \$30/mo			372
Rotary Park Acct #089880-2 2315 Balboa Drive \$1,482/month			17,784
Rotary Park Acct #285700-4 2011 Lakeside Dr \$751/month□			9,012
Rotary Park Acct. #089865-3 920 Riverview Dr 3 \$100/month			1,200
Rotary Park Acct. #089866-1 920 Riverview Dr 1 \$345/month			4,140
Rotary Park Acct. #089867-9 920 Riverview Dr 2 \$100/month			1,200
Rotary Park Acct. #089881-0 2315 Balboa Dr Irr 1st Aid Station \$124/month			1,488
Rotary Park Acct. #089883-6 2493 Lakeside Drive A \$102/month 5%□			1,224
Rotary Park Acct. #089884-4 2493 Lakeside Drive B \$196/month□			2,352
Rotary Park Acct. #089885-1 2495 Lakeside Dr \$120/month			1,440
Rotary Park Acct. #154051-0 Irrigation \$800/month□			9,600
Rotary Park Acct. #247616-9 2315 Balboa Drive Restrooms \$44/month 5%□			528
KF Park Acct. #089852-1 2255 Trane Rd Fire \$32/month 5%			384
Community Park Acct. #089877-8 1251 Highway 95 12 Chamber \$298/month 5%□			3,576
Community Park Acct. #348514-4 1251 Highway 95 \$371/month□			4,644
Trail Acct #203055-2 - Irrigation for Heritage Trail \$794/month□			9,530
Acct. #089862-0 NW Highway 95 \$348/month			4,176
Acct. #089896-8 1394 Hancock Circle \$114/month 5%□			1,368



GENERAL FUND

CULTURE - RECREATION

Parks Maintenance

LINE ITEMS	FY13 Actual	FY14 Estimate	FY15 Budget
Veterans Park Acct. #327125-4 Veteran's North \$747/month 5%□			8,964
Veterans Park Acct. #327126-2 Veteran's South \$13/month 5%□			156
Acct. #80026180 North Hwy 95 & Parkway (Bullhead Entrance-Baron Sign) \$42/month 5%			504
Acct. #80035180 North SW Corner Prkwy (Matadors Entrance Monument)\$134/month 5%			1,608
KF Park well 5755k gal			912
Impost Fees \$1,413/month			16,956
4110 ELECTRIC	\$ 189,720	\$ 189,048	\$ 208,816
Ballpark Restroom Lights Sub Account 006 - \$92/month□			1,104
Pump S Ballparks Sub Acct 010 - \$330/month□			3,360
Community Park Sub Acct 017 CP Security Lights - \$40/month□			480
Sub Acct 029 - 1st Aid Station Riv. BHC \$389/month□			4,668
Sub Acct 041 - Cm Terr/Mar Pky Col Rvr Pk \$73/month□			876
KF Park Sub Account 064 - Pool \$2,211/month□			25,332
KF Park Sub Acct 095 - Ballparks lights \$1,302/month□			15,623
KF Park well for Pool and ballfields \$300/month			3,600
Community Park Sub Acct 142 - CP/Chamber/Ballfields \$191/month□			2,292
Community Park Sub Account 093 - Bobby Sox Field \$156/month□			1,872
Community Park Sub Acct 243 - Little League Fields \$1,920/month□			23,040
Rotary Park Sub Acct 165 - Storage Building/Riverview \$669/month□			8,028
Rotary Park Sub Acct 176 - Sec 30 Lakeside/Chap - Soccerfield Lights \$5,692/month□			68,304
Rotary Park Sub Acct 209 - RP Maint Bldg/NM Boat Launch \$556/month□			6,672
Rotary Park Sub Acct 234 - RP Softball Fields \$3,293/month□			39,516
Senior Center Sub Acct 124 - Lights by Senior Center \$31/month□			372
Sub Acct 141 - Hardyville Cemetery \$31/month□			372
Sub Acct 197 - Brookfield/Fox Creek IRR \$97/month□			1,164
GK Park Sub Acct 204 - Gary Keith Prk/Rodeo Grounds \$60/month□			720
Sub Account 275 - 2249 Clearwater Dr \$31/month□			372
Sub Account 276 - 2174 Rio Grande Rd \$37/month□			444
Sub Acct 293 - Hwy 95/Marina Blvd \$50/month□			605
4120 NATURAL GAS	\$ 753	\$ 684	\$ 834
Acct. #1012029 2255 Trane Road (Concession Building) \$96/month□			834
4130 REFUSE	\$ 9,002	\$ -	\$ 5,000
Trash Pick Up in Parks and Landfill Fees			5,000
4310 BUILDING REPAIRS	\$ -	\$ 3,380	\$ 5,500
Repairs to maintenance buildings in all parks			5,500
4320 GENERAL EQUIPMENT REPAIRS	\$ 5,069	\$ 13,226	\$ 17,500
Pool repair			500



GENERAL FUND

CULTURE - RECREATION

Parks Maintenance

LINE ITEMS	FY13 Actual	FY14 Estimate	FY15 Budget
Dock upkeep			4,500
Repair of Small Tools & Equipment (parts purchased that Parks Staff will			4,500
Well repair			8,000
4330 VEHICLE REPAIRS & SERVICE	\$ 68,019	\$ 92,003	\$ 93,500
Community Worker Program			7,000
Fleet Rental Charges			86,500
4340 MAINTENANCE AGREEMENTS	\$ 1,600	\$ 1,600	\$ 1,600
Sports Lighting Remote Equipment Control Maintenance Contract			1,600
4390 OTHER REPAIRS & MAINTENANCE	\$ 19,815	\$ 9,016	\$ 32,900
Backflow Certification Service			3,000
Eternal Flame Maintenance			2,500
Hand dryer, stall partitions, soap dispensers, plumbing fixtures, etc.			4,400
Roof repair			-
General Electrical Repairs done by Outside Contractor			8,000
Play Equipment Repairs			15,000
4410 LAND & BUILDING RENTAL	\$ 69	\$ -	\$ -
4420 EQUIP. & VEHICLE RENTAL	\$ 63,268	\$ 54,438	\$ 59,366
Equipment Rental			5,000
Mower operating lease \$4,355.36/month 48 months			52,265
Mower leases personal property taxes			1,101
Portable Toilet Rental			1,000
5210 PROPERTY & RISK INSURANCE	\$ 46,805	\$ 46,715	\$ 49,735
Budget based on risk management budget			49,735
5320 CELLULAR SERVICE	\$ 9,954	\$ 1,899	\$ 2,310
Cellular service Smartphone \$55/mo			1,320
Cellular service phone plan \$33/month (3)			990
5510 CUSTOM PRINTING	\$ -	\$ 39	\$ -
5610 PER DIEM	\$ -	\$ 34	\$ -
5631 TRANSPORTATION	\$ 70	\$ -	\$ -
5710 SEMINARS & CONFERENCES	\$ 425	\$ 360	\$ 600
Pest Control Certification CEU'S (required) 6 @ \$100			600
5721 DUES & MEMBERSHIPS	\$ -	\$ 400	\$ 300
AZ office of pest management x6			300
SERVICES AND OTHER CHARGES	\$ 599,424	\$ 561,232	\$ 583,159



GENERAL FUND

CULTURE - RECREATION

Parks Maintenance

LINE ITEMS	FY13 Actual	FY14 Estimate	FY15 Budget
4312 IMPROVEMENTS NONCAPITAL	\$ 7,348	\$ 16,542	\$ 26,500
Drinking Fountains maintenance & parts			6,500
Benches and tables for parks			7,500
Dugouts at Ken Fovargue Park			2,500
Playground safety material			10,000
4315 LANDSCAPING MATERIALS	\$ 97,645	\$ 83,041	\$ 110,000
Supplies day-to-day maintenance all fields/grass areas and for overseeding fields			110,000
4317 IRRIGATION MATERIALS	\$ 22,820	\$ 31,983	\$ 27,500
Irrigation Materials for All Parks			27,500
6110 OFFICE SUPPLIES	\$ 10	\$ -	\$ 150
Office Supplies: notebooks, pencils, paper			150
6120 SPECIALTY SUPPLIES	\$ 65,205	\$ 60,627	\$ 75,975
Adult Soccer League-field paint 15 cases @ \$52			\$ 780
Concrete to install walkways and bench & table slabs			7,000
Community Worker Program safety supplies.			520
Ballfields-Drag mats, string and plugs for softball baseball fields			1,400
Ballfields Electrical light replacements			3,000
Ballfields infield mix for KF Park, Rotary Park & Community Parks once a year			5,000
Filters for pumps at Community Park and Rotary Park			6,000
Flags-Veterans Prk, Gary Keith Prk, Hardyville Cemetery (replaced a min. 3x a year)			3,650
Graffiti Paint, brushes, rollers, mineral spirits, pump parts.			10,000
Ice for shop			1,800
Lubricants include WD40, farm grease, etc.			500
Misc Hardware like nuts, bolts, screws, wire, and lumber & steel			17,300
Pole fencing to restrict park vehicular access;orange safety fencing for special events			2,500
Plumbing supplies			5,200
Safety related supplies-earplugs, sunscreen, gloves safety glasses, electrolyte drinks, etc.			4,700
Landscaping block for projects			6,000
Trash cans average \$25 each			625
6210 GASOLINE	\$ 30,017	\$ 32,125	\$ 37,984
8,360 gallons @ \$3.50			29,260
Fuel facility equip. replacement @ .08/gal			849
Worker Prgrm 2,250 gallons @ \$3.50/gal			7,875
6220 DIESEL	\$ 19,550	\$ 23,346	\$ 19,150
5,000 gallons @ \$4			18,750
Fuel facility equip replacement @ .08/gal			400



GENERAL FUND

CULTURE - RECREATION

Parks Maintenance

LINE ITEMS	FY13 Actual	FY14 Estimate	FY15 Budget
6410 UNIFORMS	\$ 3,562	\$ 4,288	\$ 5,016
Replacement Pants/shorts - 3 for 16 staff			816
Replacement Shirts - 3 for 16 staff			720
Shirts for new hires - 5 for 3 staff			225
Pants/shorts for new hires - 5 for 3 staff			255
Safety Winter Jackets			600
Steel Toed Boots \$150 for 16			2,400
6510 CLEANING SUPPLIES	\$ 17,313	\$ 18,638	\$ 17,500
Janitorial supplies, trash bags, hand sanitizer, toilet seat covers, paper towels, toilet paper			15,000
Pet Waste Cleaning Stations			2,500
6520 CHEMICAL PRODUCTS	\$ 50,046	\$ 56,550	\$ 39,400
Algaecide			3,300
Insect Granular			2,000
Pool Chemicals for Cleaning and Testing			11,000
Turf Conditioners - Field Stabilizer and Water Absorber			17,600
Weed Control			5,500
SUPPLIES	\$ 313,516	\$ 327,140	\$ 359,175
7020 TOOLS	\$ 9,624	\$ 5,129	\$ 4,000
Hand tools for the field			4,000
7030 EQUIPMENT <\$5,000	\$ 6,804	\$ 10,959	\$ -
7071 PARKS MEMORIAL PROGRAM	\$ -	\$ -	\$ 1,000
Contributions received to honor family members with memorial benches or trees. Costs are approximately \$700 for a bench and \$350 for a tree			1,000
7320 SITE IMPROVEMENTS	\$ 5,390	\$ 67,466	\$ -
7410 MACHINERY & EQUIPMENT	\$ 5,300	\$ 10,145	\$ -
PROPERTY	\$ 27,118	\$ 93,699	\$ 5,000
TOTAL PARKS MAINTENANCE	\$ 1,653,542	\$ 1,710,051	\$ 1,766,701



GENERAL FUND

LEGAL

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 having been fully advised of all legal issues and implications.

Prosecution Division Mission: Fairly, efficiently, but firmly prosecute those who violate the law. We seek justice 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, 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 ruling.

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 counsel to all City departments regarding criminal enforcement/prosecution issues; and supervised staff to comply with victim rights statutes, assisting crime victims in seeking restitution and coping with the criminal justice process.



GENERAL FUND

LEGAL

FY 2013-2014 Highlights

CIVIL DIVISION:

- ✓ Represented, advised or coordinated the representation of the city as a party in the following legal proceedings or projects:
- ✓ Continued review of all city contract forms by the city attorneys office with emphasis on attorney review of all pending contracts;
- ✓ Civil division staff concentration on New World software for the comprehensive review of and logging 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;
- ✓ Assisted in the negotiation of and drafting of and the subsequent presentation of a comprehensive lease and associated transactions for the development of riverfront property with private developers on property held under a concession lease with the Bureau of Land Management;
- ✓ 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;
- ✓ Fulfilled 241 public records requests as the primary responder which required extensive legal review and reviewed 288 City wide requests and two subpoenas;
- ✓ Continued to assist, improve and standardize the legal processes involved with numerous River Regatta documents and contracts and incorporation of the new Colorado River Bluegrass Festival special event into the same process;
- ✓ Continued assistance to departments and staff on daily questions concerning city rights obligations and legal issues.

PROSECUTION DIVISION:

- ✓ Aggressively prosecute DUI and domestic violence cases.
 - ✓ Four grants for Victim Rights (VOCA, VRPx2, and ACJC) in the amount of \$65,417 applied for and administered by the Crime Victim Services Coordinator.
- Prosecution Recovery Fee (PRF) collected approximately \$50,000 through the Municipal Court



GENERAL FUND

LEGAL

FY 2014-2015 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, conferences 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 provisions or positions, that in the attorneys 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.



GENERAL FUND

LEGAL

Performance Indicators

Measure	FY13 Actual	FY14 Estimate	FY15 Budget
To approve as to form all proposed ordinances before they are adopted and to prepare proposed ordinances upon request of the Mayor City Council members.	20	25	30
To approve as to form all proposed council agenda items and to prepare proposed council agenda items upon request of the Mayor or City Council members within the requested time period.	214	225	250
Number of city council and board/commission meetings attended.	44	42	60
Number of public record request reviewed and processed.	279	250	300
Number of new board/commission member orientations provided.	6	4	6
To approve as to form all proposed resolutions before they are adopted and to prepare proposed resolutions upon request of the Mayor or City Council members.	55	45	60
Review and approve all contract, documents and instruments, creating any legal obligation affecting the City within a requested time period.	170	313	373
Municipal Code Violations	109	100	100
Victim Contacts	4,150	4,000	4,000
Criminal/Criminal Traffic/Civil Charges	3,750	3,900	3,900
DUI Charges	265	275	275



GENERAL FUND

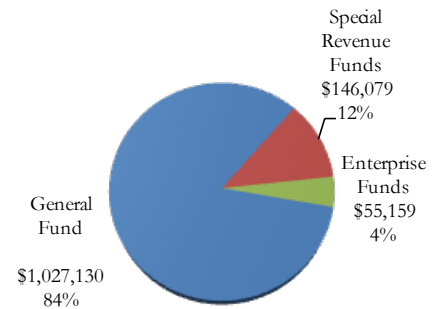
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	FY13 Actual	FY14 Estimate	FY15 Budget
Expenditures by Classification			
Personnel Cost	\$ 990,453	\$ 1,028,996	\$ 1,074,701
Services and Other Charges	114,096	90,757	145,917
Supplies	5,320	8,575	7,500
Property	373	2,079	250
Subtotal	\$ 1,110,242	\$ 1,130,407	\$ 1,228,368
Cost Recovery	\$ (139,536)	\$ (161,658)	\$ (201,238)
Total General Fund	\$ 970,706	\$ 968,749	\$ 1,027,130

Expenditures by Activity			
Legal Services	\$ 1,110,243	\$ 1,130,407	\$ 1,228,368
Total	\$ 1,110,243	\$ 1,130,407	\$ 1,228,368

Staffing			
City Attorney	1.00	1.00	1.00
Chief City Prosecutor	1.00	1.00	1.00
Assistant City Prosecutor	2.00	2.00	2.00
Supervising Paralegal	2.00	2.00	2.00
Victim Services Coordinator	1.00	1.00	1.00
Office Assistant II	2.00	2.00	2.00
Legal Assistant II	3.00	3.00	3.00
Legal Assistant I	1.00	1.00	1.00
Victim Advocates	1.00	1.00	1.00
Total	14.00	14.00	14.00

Legal Services Funding Sources





GENERAL FUND

LEGAL

LINE ITEMS	FY13 Actual	FY14 Estimate	FY15 Budget
1105 REGULAR FULL-TIME	\$ 749,270	\$ 788,325	\$ 821,503
1120 OTHER WAGES	-	-	-
1140 OVERTIME	1,109	197	-
1510 HEALTH INSURANCE	149,461	144,712	152,880
1530 SOCIAL SECURITY TAXES	19	-	-
1531 MEDICARE	10,651	11,272	11,955
1533 ICMA RETIREMENT	68,153	71,611	74,616
1536 DEFERRED COMPENSATION	7,350	7,669	7,943
1560 WORKERS COMPENSATION	1,441	2,210	2,804
1570 EMPLOYEE ALLOWANCE	3,000	3,000	3,000
PERSONNEL COST	\$ 990,453	\$ 1,028,996	\$ 1,074,701
3215 LEGAL SERVICES	\$ 33,051	\$ 23,928	\$ 50,000
Civil-Specialized legal services			50,000
3280 OTHER PROFESSIONAL SERVICES	\$ 9,791	\$ -	\$ 10,500
Civil-This account is used for professional witness or expert fees of pending or contemplated litigation. This account is also used for fees in connection with hearing transcripts, title reports and personnel appeal matters but does not include actual hearing officer services			10,000
Prosecutor-Travel fees for professional witnesses and travel fees to transport victims to attend trial from outside of Bullhead City			500
4320 GENERAL EQUIPMENT REPAIRS	\$ -	\$ -	\$ 500
Prosecutor's Office uses an impact printer to prepare plea agreements for Court on 4-part paper. The printer receives heavy usage and is not under any service agreement for repairs			500
4343 SOFTWARE/HARDWARE AGREEMENT	\$ 5,649	\$ 6,052	\$ 5,885
Civil-maintenance contract for case mgmt and administrative support software utilized by the City Attorney's office and Human Resources/Risk Mgmt Office			2,235
Prosecutor-maintenance contract Arizona State Supreme Court for court computer access			750
Prosecutor-maintenance contract for case management software			2,900
5210 PROPERTY & RISK INSURANCE	\$ 32,146	\$ 32,085	\$ 35,187
Budget based on risk management budget			35,187
5320 CELLULAR SERVICE	\$ 312	\$ -	\$ -



GENERAL FUND

LEGAL

LINE ITEMS	FY13 Actual	FY14 Estimate	FY15 Budget
5510 CUSTOM PRINTING	\$ -	\$ 565	\$ 2,800
Outside document production services			500
Prosecutor-Printing of letterhead, envelopes, business cards and victim rights forms (Victim impact statements and brochures, victim rights notifications).			1,300
Grant-special items for community outreach programs			1,000
5610 PER DIEM	\$ 756	\$ 580	\$ 1,496
Civil-AZ City Attorneys Association Summer Conference			-
Civil-League of AZ Cities & Town Training 4 events			70
Civil-Legal education and mandatory CLE training for 2 events			-
Civil-On-Line Webinars/Other Training			-
Prosecutor-APAAC summer training seminar x3			376
Prosecutor-Annual Public Law Legal Seminar x1			79
Prosecutor-APAAC Criminal Year in Review x3			147
Prosecutor-Legal education and mandatory CLE training			354
Victim Services training			170
Grant-Arizona Victim Assistance Academy x2			150
Grant-National Organization for Victim Assistance Conference x1			150
5621 LODGING	\$ 2,127	\$ 375	\$ 3,886
Civil-AZ City Attorneys Association Summer Conference			125
Civil-League of AZ Cities & Town Training 4 events			400
Civil-Legal education and mandatory CLE training for 2 events			-
Prosecutor-APAAC summer training seminar x3			705
Prosecutor-Annual Public Law Legal Seminar x1			220
Prosecutor-APAAC Criminal Year in Review x3			450
Prosecutor-Legal education and mandatory CLE training			525
Victim Services training			500
Grant-Arizona Victim Assistance Academy x2			452
Grant-National Organization for Victim Assistance Conference x1			509



GENERAL FUND

LEGAL

LINE ITEMS	FY13 Actual	FY14 Estimate	FY15 Budget
5631 TRANSPORTATION	\$ 3,442	\$ 1,091	\$ 3,796
Civil-League of AZ Cities & Town Training 4 events			200
Civil-Legal education and mandatory CLE training for 2 events			-
Prosecutor-APAAC summer training seminar x3			1,260
Prosecutor-Annual Public Law Legal Seminar x1			-
Prosecutor-APAAC Criminal Year in Review x3			731
Prosecutor-DUI training x3			73
Prosecutor-Rental of motor pool vehicles			200
Victim Services training			600
Grant-Arizona Victim Assistance Academy x2			207
Grant-National Organization Victim Assistance Conference x1			525
5670 OTHER TRAVEL EXPENSES	\$ 115	\$ 527	-
5710 SEMINARS & CONFERENCES	\$ 3,037	\$ 1,321	\$ 4,245
Civil-Arizona City Attorneys Association Summer Conference			250
Civil-League of AZ Cities & Town Training 4 events			440
Civil-Legal education and mandatory CLE training for 2 events			600
Civil-On-Line Webinars/Other Training			600
Civil-Mohave County Bar Association			25
Prosecutor-APAAC summer training seminar x3			320
Prosecutor-Annual Public Law Legal Seminar x1			215
Victim Services training			525
Grant-Arizona Victim Assistance Academy x2			900
Grant-National Organization for Victim Assistance Conference x1			370
5715 BOOKS & SUBSCRIPTIONS	\$ 21,325	\$ 21,401	\$ 19,722
Civil-Legal reference materials to include Westlaw access online and various hard-bound rules and legal reference publications.			9,922
Prosecutor-Legal reference materials to include Westlaw access online, 1 set of Arizona Revised Statutes, 4 sets of Arizona Criminal Law & Rules, 4 sets of Arizona Rules of Court, Defense of Drunk Driving Cases, Prosecution and Defense of Forfeiture Cases, Arizona Legal Forms, and Legislative Update, Law of Evidence, Arizona Criminal & Traffic Law Manual and Arizona DUI Manual.			9,800



GENERAL FUND

LEGAL

LINE ITEMS	FY13 Actual	FY14 Estimate	FY15 Budget
5721 DUES & MEMBERSHIPS	\$ 2,345	\$ 2,480	\$ 2,900
Civil-International Municipal Lawyers Assoc.			695
Civil-Mohave County Bar Assoc.			25
Civil-State of Arizona bar fees x1			460
Prosecutor-Mohave County Bar Assoc.			25
Prosecutor-Notary public renewal			315
Prosecutor-State of Arizona bar fees			1,380
8530 DOMESTIC ABUSE EMERGENCY	\$ -	\$ -	\$ 1,000
Emergency victim needs			1,000
8532 CRISIS INTERVENTION PRGM	\$ -	\$ 352	\$ 4,000
Crisis Intervention donation account.			4,000
SERVICES AND OTHER CHARGES	\$ 114,096	\$ 90,757	\$ 145,917
6110 OFFICE SUPPLIES	\$ 2,489	\$ 4,463	\$ 4,200
Civil-General office supplies			700
Prosecutor-General office supplies			3,500
6122 COMPUTER SOFTWARE	\$ 207	\$ 1,429	\$ 300
Civil-Upgrade/Additional licenses for processing of documents			300
6150 POSTAGE	\$ 2,624	\$ 2,683	\$ 3,000
Postage paid for by Grants			3,000
SUPPLIES	\$ 5,320	\$ 8,575	\$ 7,500
7025 COMPUTER EQUIPMENT<\$5,000	\$ 373	\$ 2,079	\$ -
7030 EQUIPMENT<\$5,000	\$ -	\$ -	\$ 250
For the contingent nature of the possible need the small tools/equipment account should be kept at \$250.			250
PROPERTY	\$ 373	\$ 2,079	\$ 250
TOTAL LEGAL SERVICES	\$ 1,110,243	\$ 1,130,407	\$ 1,228,368



GENERAL FUND

JUDICIAL

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 assigns legal counsel for indigent defendants and provides interpreters for cases filed in the Municipal Court.

FY 2013-2014 Highlights

- ✓ Reorganized Court staff to include an Assistant Court Administrator, two Lead Clerks and a Judicial Assistant.
- ✓ Created a policy and procedures manual and made it available to all Court staff.
- ✓ Applied for and received two grants to hire an additional Court Clerk.
- ✓ Established a volunteer program.
- ✓ Established MCSO jail invoice audits and have saved more than \$30,000 as of July 2014.
- ✓ Implemented a home detention/electronic monitoring program at half the cost of jail.
- ✓ Revamped and increase collection efforts leading to increased collections.
- ✓ Worked with City Manager/Finance Director to increase communication and cooperation between the Court and the City.
- ✓ Court Administrator completed six out of seven modules towards the Arizona Court Manager Certification Program.
- ✓ Assistant Court Administrator and two Lead Clerks enrolled in online Court Supervisor Program.
- ✓ Increased revenue collection.

FY 2014-2015 Objectives

- ✓ Audit the warrant wall and suspend civil traffic citations.
- ✓ Research files for deceased defendants and clear those cases and balances owing from the system.
- ✓ Review files for non-compliance and issue warrants.
- ✓ Further scanning of Court documents.
- ✓ Update the existing security system by installing four cameras, a DVR and monitors located at the Guard station and Court Administrators office to increase safety.
- ✓ Continue to meet and exceed case processing time standards.



GENERAL FUND

JUDICIAL

Municipal Court

Performance Indicators

Measure	FY13 Actual	FY14 Estimate	FY15 Budget
Collections, all categories	1,712,014	1,791,423	1,880,994

	FY13 Actual	FY14 Estimate	FY15 Budget
Expenditures by Classification			
Personnel Costs	\$ 691,950	\$ 745,709	\$ 780,383
Services and Other Charges	192,967	192,382	194,257
Supplies	7,358	10,685	10,500
Property	691	6,947	-
Contingency	-	-	85,434
Subtotal	\$ 892,966	\$ 955,723	\$ 1,070,574
Cost Recovery	\$ (49,645)	\$ (97,178)	\$ (186,570)
General Fund	\$ 843,321	\$ 858,546	\$ 884,004

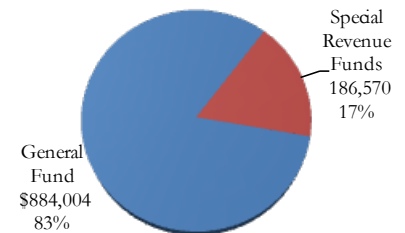
Expenditures by Activity

	FY13 Actual	FY14 Estimate	FY15 Budget
Judicial	\$ 892,966	\$ 955,723	\$ 1,070,574
Total	\$ 892,966	\$ 955,723	\$ 1,070,574

Staffing

	FY13 Actual	FY14 Estimate	FY15 Budget
City Magistrate	1.00	1.00	1.00
Court Administrator	1.00	1.00	1.00
Assistant Court Administrator	1.00	1.00	1.00
Judicial Assistant	1.00	2.00	2.00
Lead Court Collection Clerk	1.00	1.00	1.00
Lead Court Operation Clerk	1.00	1.00	1.00
Court Clerk	6.00	5.00	5.00
Juvenile Monitoring Officer	0.60	0.60	0.60
Total	12.60	12.60	12.60

Municipal Court Funding Sources





GENERAL FUND

JUDICIAL

Municipal Court

LINE ITEMS	FY13 Actual	FY14 Estimate	FY15 Budget
1105 REGULAR FULL-TIME	\$ 492,783	\$ 528,781	\$ 560,958
1120 OTHER WAGES	231	-	-
1140 OVERTIME	5,549	6,442	-
1510 HEALTH INSURANCE	135,414	147,325	152,880
1530 SOCIAL SECURITY	269	-	-
1531 MEDICARE	6,920	7,553	8,134
1533 ICMA RETIREMENT	44,644	48,584	50,767
1536 DEFERRED COMPENSATION	5,199	5,535	5,737
1560 WORKERS COMPENSATION	941	1,489	1,907
PERSONNEL COSTS	\$ 691,950	\$ 745,709	\$ 780,383
3110 JURY FEES	\$ 377	\$ 418	\$ 1,050
Jury Trials x3			1,050
3280 OTHER PROFESSIONAL SERVICES	\$ 802	\$ 327	\$ 550
Credit reporting @ \$50/quarterly			200
Debt set-off fees and address skiptracing			350
3825 CONTRACT LABOR	\$ 105,079	\$ 104,719	\$ 111,315
Pro Tem Judge for weekend prisoner coverage			11,171
Pro Tem Judge-provide coverage when the presiding judge is unavailable due to administrative duties, meetings, conferences or other duties as mandated by law. Also provide coverage when two courtrooms are needed.			66,144
Security guard service			34,000
4320 GENERAL EQUIPMENT REPAIRS	\$ 127	\$ 645	\$ 2,000
Service calls on equipment			2,000
4340 MAINTENANCE AGREEMENTS	\$ 40,919	\$ 42,811	\$ 40,734
Mohave County Court Automation			40,734
4420 EQUIP. & VEHICLE RENTAL	\$ 49	\$ -	\$ -
Rental car charges from fleet pool or rental agency moved to transportation			-
5210 PROPERTY & RISK INSURANCE	\$ 38,379	\$ 38,308	\$ 30,676
Budget based on risk management budget			30,676
5320 CELLULAR SERVICE	\$ 369	\$ 330	\$ 408
Cellular service pooled minutes plan \$34/month (1)			408



GENERAL FUND

JUDICIAL

Municipal Court

LINE ITEMS	FY13 Actual	FY14 Estimate	FY15 Budget
5610 PER DIEM	\$ 325	\$ 424	\$ 352
Annual Mohave County Court & Probation Conference 32 @ \$11			352
5621 LODGING	\$ 1,315	\$ 316	\$ 600
Judicial Conferences			600
5631 TRANSPORTATION	\$ 1,422	\$ 1,144	\$ 1,600
Rental car charges from fleet pool or rental agency			800
Judicial Conferences			800
5670 OTHER TRAVEL EXPENSES	\$ -	\$ 12	\$ -
5710 SEMINARS & CONFERENCES	\$ 660	\$ 635	\$ 2,200
Mandatory continuing education for court staff 16@ \$50			800
Judicial Conferences			1,400
5715 BOOKS & SUBSCRIPTIONS	\$ 2,802	\$ 1,848	\$ 2,477
AZ criminal & traffic 6 @ \$38			228
AZ rules of court updates			653
Westlaw online 12@ \$147.55			1,596
5721 DUES & MEMBERSHIPS	\$ 295	\$ 445	\$ 295
Bar Association Dues			295
5740 MEETING EXPENSES	\$ 47	\$ -	\$ -
SERVICES AND OTHER CHARGES	\$ 192,967	\$ 192,382	\$ 194,257
6110 OFFICE SUPPLIES	\$ 7,358	\$ 10,685	\$ 10,500
File folders, paper, toner cartridges and other office supplies.			10,500
6122 COMPUTER SOFTWARE	\$ -	\$ -	\$ -
SUPPLIES	\$ 7,358	\$ 10,685	\$ 10,500
7010 FURNITURE	\$ 249	\$ -	\$ -
7025 COMPUTER EQUIPMENT<\$5,000	\$ 386	\$ 1,305	\$ -
7030 EQUIPMENT<\$5,000	\$ 56	\$ 5,642	\$ -
PROPERTY	\$ 691	\$ 6,947	\$ -
8999 CONTINGENCY	\$ -	\$ -	\$ 85,434
Court special revenues undesignated			85,434
CONTINGENCY	\$ -	\$ -	\$ 85,434
TOTAL MUNICIPAL COURT	\$ 892,966	\$ 955,723	\$ 1,070,574



GENERAL FUND

FINANCIAL ADMINISTRATION

Mission: Provide financial support services to the City Council, city staff and the public that are efficient, effective, and protect & 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, utility billing 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 district assessment programs.
- ✓ Ensuring prompt and courteous service for all our customer's wastewater & special assessment billing service needs.
- ✓ Ensuring timely remittance for all debt service requirements to trustees or institutions.
- ✓ Assisting all of the city departments in obtaining the proper quality & quantity of materials, supplies, and services in a timely manner and at the lowest possible cost while maintaining a process of fairness & 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).



GENERAL FUND

FINANCIAL ADMINISTRATION

2013-2014 Highlights

- ✓ Successful auction of city owned vehicles and equipment in the amount of \$36,023.
- ✓ Processed 494 new Business License applications. Issued 466 new Business Licenses. Processed 2,110 business license renewals. Average turn-around time to process and issue a general business license is three to five business days.
- ✓ 12,117 assessment installment bills mailed, 2,589 assessment delinquency notices mailed, 69 assessments sold at auction.
- ✓ Created and processed 223,536 utility bills.
- ✓ Received the Certificate of Achievement for Excellence in Financial Reporting Program

2014-2015 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 maintaining timely & adequate support of the city's needs for materials and services.
- ✓ Collect revenues due to the City while treating customer in a non-arbitrary, respectful and professional manner.
- ✓ Respond to customer requests in a professional and respectful manner.

Measure	FY13 Actual	FY14 Estimate	FY15 Budget
Business License Applications Received	541	494	500
New Business License Issued	488	466	475
Business License Renewed	2,282	2,110	2,250
Number of Utility Bills Processed	223,220	223,536	223,650
Assessment Installment Bills Processed	14,237	12,117	10,000
Delinquent Assessment Notices Processed	2,661	2,589	2,500
Assessments Sold at Auction	35	69	70
Assessment Payoff Documents Processed	276	289	295
Number of Payments Processed	173,478	171,161	172,000
Assessments-Remaining Principal Balance	24,929,121	21,687,463	18,500,000
AP Wires/ACH Processed	356	2,574	2,800
AP Checks Processed	4,578	4,709	4,400
AP Invoices Processed	13,589	14,369	14,600



GENERAL FUND

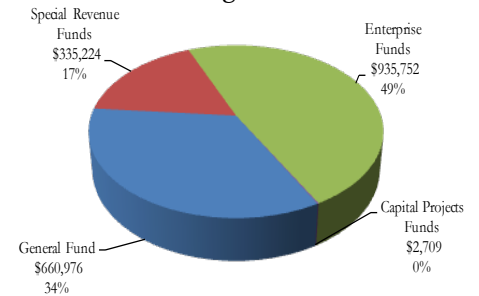
FINANCIAL ADMINISTRATION

	FY13 Actual	FY14 Estimate	FY15 Budget
Expenditures by Classification			
Personnel Cost	\$ 1,082,524	\$ 1,035,103	\$ 1,045,865
Services and Other Charges	478,554	421,283	679,422
Supplies	116,350	129,333	154,955
Property	1,339	14,722	1,300
Contingency	-	-	53,119
Subtotal	\$ 1,678,767	\$ 1,600,441	\$ 1,934,661
Cost Recovery	\$ (958,358)	\$ (955,192)	\$ (1,273,685)
General Fund Total	\$ 720,409	\$ 645,249	\$ 660,976

Expenditures by Activity			
General Accounting Office	\$ 649,690	\$ 603,306	\$ 592,517
Billing and Collection	1,029,077	997,135	1,342,144
Total	\$ 1,678,767	\$ 1,600,441	\$ 1,934,661

Staffing			
Finance Director	1.00	1.00	1.00
Accounting Manager	1.00	1.00	1.00
Revenue Manager	1.00	1.00	1.00
Budget Analyst	0.00	1.00	1.00
Accountant	1.00	0.00	0.00
Administrative Assistant	0.00	0.00	0.00
Senior Financial Specialist	1.00	1.00	1.00
Financial Specialist	1.00	1.00	1.00
Financial Technician	9.00	9.00	9.00
Total	15.00	15.00	15.00

Financial Administration
Funding Sources





GENERAL FUND

FINANCIAL ADMINISTRATION

General Accounting Office

LINE ITEMS	FY13	FY14	FY15
	Actual	Estimate	Budget
1105 REGULAR FULL-TIME	\$ 424,755	\$ 401,325	\$ 391,250
1140 OVERTIME	939	4,609	-
1160 ACCRUED WAGES PAID	-	-	-
1510 HEALTH INSURANCE	83,218	68,331	70,560
1531 MEDICARE	5,897	5,710	5,717
1533 ICMA RETIREMENT	38,478	37,008	35,680
1536 DEFERRED COMPENSATION	5,873	6,128	6,345
1560 WORKERS COMPENSATION	787	1,203	1,498
1570 EMPLOYEE ALLOWANCE	3,000	3,000	3,000
PERSONNEL COST	\$ 562,947	\$ 527,315	\$ 514,050
3205 AUDITING SERVICES	\$ 39,892	\$ 33,792	\$ 42,000
Comprehensive annual financial report independent audit			42,000
3280 OTHER PROFESSIONAL SERVICES	\$ -	\$ 3,907	\$ -
3420 BANKING SERVICES	\$ 7,559	\$ 824	\$ 6,600
Client bank analysis fees			6,600
3480 OTHER TECHNICAL SERVICES	\$ -	\$ 3,120	\$ -
3810 PERMITTING & MISC. FEES	\$ 301	\$ 140	\$ 1,150
Accounts Payable Post Office Box Rental			140
Application fee for GFOA Budget Award			500
Application fee for GFOA Financial Reporting Award			500
AZ Corporation Commission Annual Filing Fee for Municipal Property Corporation			10
3890 OTHER CONTRACTED SERVICES	\$ -	\$ 10	\$ -
4320 GENERAL EQUIPMENT REPAIRS	\$ 325	\$ 106	\$ 450
Repair & Maintenance of Check Printer			250
Repair of department scanners			200
4343 SOFTWARE/HARDWARE AGREEMENT	\$ 5,000	\$ 2,500	\$ -
Budget software cost (moved to Technology Services)			-
4410 LAND & BUILDING RENTAL	\$ 1,032	\$ 1,126	\$ 1,182
Storage rental for financial records			1,182
5210 PROPERTY & RISK INSURANCE	\$ 24,856	\$ 24,814	\$ 16,979
Amount subject to change based on ADOPTED budget for risk services			16,979
5510 CUSTOM PRINTING	\$ 2,264	\$ 412	\$ 2,300
Accounts payable window envelopes			300
Check Stock - AP, Payroll and Court			2,000



GENERAL FUND

FINANCIAL ADMINISTRATION

General Accounting Office

LINE ITEMS	FY13 Actual	FY14 Estimate	FY15 Budget
5610 PER DIEM	\$ -	\$ 56	\$ 306
GFOAz Winter Conference x2			204
Software provider conference			102
5621 LODGING	\$ -	\$ 652	\$ 1,300
GFOAz Winter Conference x2			480
Software provider conference			820
5631 TRANSPORTATION	\$ -	\$ 268	\$ 756
GFOAz Winter Conference			206
Software provider conference			550
5710 SEMINARS & CONFERENCES	\$ 1,300	\$ 620	\$ 1,755
GFOA Annual Governmental GAAP Update Webinar			135
GFOAz Winter Conference fees for two staff members			300
Software provider conference			820
Webinars for staff			500
5715 BOOKS & SUBSCRIPTIONS	\$ 159	\$ 144	\$ -
Government accounting reporting manual			-
5721 DUES & MEMBERSHIPS	\$ 653	\$ 1,129	\$ 780
Colorado River Finance Officer's Association			50
GFOA Membership			250
GFOAz Membership			60
Grand Canyon NIGP Chapter			50
NGIP National Membership			320
Sam's Club Membership			50
5740 MEETING EXPENSES	\$ 83	\$ 33	\$ -
SERVICES AND OTHER CHARGES	\$ 83,424	\$ 73,653	\$ 75,558
6110 OFFICE SUPPLIES	\$ 1,810	\$ 1,091	\$ 1,860
Paper and envelopes for payroll processing			300
General office supplies for 6 employees			860
Printer MICR toner for check processing			400
Vendor 1099 & W-2 Forms			300
6122 COMPUTER SOFTWARE	\$ 1,093	\$ 537	\$ 400
PDF software license upgrade			\$ 400
SUPPLIES	\$ 2,903	\$ 1,628	\$ 2,260
7010 FURNITURE	\$ -	\$ 710	\$ 650
Ergonomic chair			650
7025 COMPUTER EQUIPMENT<\$5,000	\$ 416	\$ -	\$ -
Computer monitors for desktop computers x2			-
PROPERTY	\$ 416	\$ 710	\$ 650
TOTAL GENERAL ACCOUNTING OFFICE	\$ 649,690	\$ 603,306	\$ 592,518



GENERAL FUND

FINANCIAL ADMINISTRATION

Billing and Collection

LINE ITEMS	FY13 Actual	FY14 Estimate	FY15 Budget
1105 REGULAR FULL-TIME	\$ 363,843	\$ 362,465	\$ 380,977
1120 OTHER WAGES	4	-	-
1140 OVERTIME	3,593	5,347	3,200
1510 HEALTH INSURANCE	112,330	100,367	105,840
1531 MEDICARE	5,008	5,136	5,570
1533 ICMA RETIREMENT	34,047	33,284	34,768
1560 WORKERS COMPENSATION	750	1,190	1,460
PERSONNEL COST	\$ 519,577	\$ 507,788	\$ 531,815
3101 LEGAL NOTICES	\$ 11,339	\$ 10,871	\$ 12,000
Newspaper advertisement for installment billing x2			500
Newspaper advertisement for first publication delinquent Special Assessme:			10,000
Newspaper advertisement for notice of auction of Special Assessments.			1,500
3105 PROPERTY RECORDING FEES	\$ 5,120	\$ 3,113	\$ 7,920
Tax Liens			160
Trash Lien Releases			160
Record Certificates of Sale and Certificates of Redemption			2,000
Liens on Del WW Accts & releases 700 @ \$8			5,600
3205 AUDITING SERVICES	\$ 70,736	\$ 25,608	\$ 30,500
Transaction Privilege Tax Audits			20,000
Annual city audit			10,500
3280 OTHER PROFESSIONAL SERVICES	\$ 149,894	\$ 155,691	\$ 259,410
City of Phoenix-Hearings on Tax Audits			1,000
Sales Tax Admin-FY 14/15 1.20% x \$10,375,000			124,500
Search engine for phone numbers and addresses			600
Title Reports to verify property owners and interested parties prior to auction of delinquent assessments. (527 each title reports for auction in Mar) Current cost is \$50 ea. Estimating cost to increase to \$70			20,000
Search Engine - Research Fee on Data Base to Discover Location of Customer's 2,400 @ \$.25 each			600
Water Shut Off Lost Revenue fee from water provider (Enf. of Collection Delq WW Acct) 275 ea @ 22			6,050
Water Shut Off work order cancellation fee from water provider (Enf. of Collection of Delq WW Acct) 122 ea @ \$30			3,660
Water Shut Off Work Order fee from water provider (Enf. of Collection of Delq WW Acct) 275 ea @ \$92			23,000
Wastewater Fee Study			80,000



GENERAL FUND

FINANCIAL ADMINISTRATION

Billing and Collection

LINE ITEMS	FY13 Actual	FY14 Estimate	FY15 Budget
3420 BANKING SERVICES	\$ 98,387	\$ 89,735	\$ 108,422
Armored Car Service			6,482
Banking Service Fees			28,200
Merchant Svcs Fees for Credit Cards Accepted at Police Dept & Court.			23,500
Merchant Svcs Fees for Credit Cards Accepted			12,500
Pymt Gateway Fee for Acceptance of Credit Cards			240
Credit card processing			37,500
4320 GENERAL EQUIPMENT REPAIRS	\$ 404	\$ 466	\$ 1,544
Billing Printer Repair Parts and Labor			1,544
4343 SOFTWARE/HARDWARE AGREEMENT	\$ 2,477	\$ -	\$ 5,542
Folding/Stuffing Equipment (85% to WF, 2% to GF, 13% to SAF)			5,542
4410 LAND & BUILDING RENTAL	\$ 1,032	\$ 1,126	\$ 1,347
Storage rental for financial records 12 months \$197/Month 50% GF/50% WF			1,347
4420 EQUIP. & VEHICLE RENTAL	\$ 195	\$ 32	\$ 475
Rental of motorpool vehicle for billing			475
5210 PROPERTY & RISK INSURANCE	\$ 27,932	\$ 27,932	\$ 29,729
Risk Management			29,729
5510 CUSTOM PRINTING	\$ 13,179	\$ 19,340	\$ 16,475
#10 Envelopes .036 ea (Mail - Business License Renewal Notice 2,700, Business License 2,700, Business License Renewal Delinq. 650, Abatements Notices 250, and Business License Correspondence 500)			245
#9 Return Envelopes (Business License Renewals)			79
Business Cards for Business License Rep.& Manual Cash Receipts for all city depts that collect cash			79
Deposit Slips Court, Finance, Animal Control, Recreation, Transit, Police, Pool, Launch Ramps			212
#10 Envelopes (Bulk Postage) Invoicing 11,692 @ \$.036 w/3.6% increase			608
#10 Envelopes (Not Bulk Postage) Delinquent Notice & Correspondence 5,000 ea @ \$.036 w/3.6% increase next year			257
#9 Envelopes Return Payment 16,691 each plus coupons 7020 each = 23,712 @ .025 w/3.6% increase next year			850
#10 Envelopes for Water Shut off and WW Correspondence 2,600 + 1,200 each @ .036 w/3% increase			130
#10 Envelopes for WW Invoices 227,000 each @ .036 w/3% increase			7,752
#9 Envelopes for WW Return Payment (Bills and Liens) 230,000 each @ .025 w/3% increase			5,816
Business Cards (Generic)			47
Deposit Slips			400



GENERAL FUND

FINANCIAL ADMINISTRATION

Billing and Collection

LINE ITEMS	FY13 Actual	FY14 Estimate	FY15 Budget
5610 PER DIEM	\$ -	\$ 26	\$ -
5621 LODGING	\$ -	\$ 313	\$ -
5650 LOCAL MILEAGE REIMBURSEMENT	\$ -	\$ 263	\$ -
5721 DUES & MEMBERSHIP	\$ -	\$ 67	\$ -
8510 UNCOLLECTIBLE ACCOUNTS	\$ 14,435	\$ 13,047	\$ 130,500
Abatement liens that have been extinguished and other uncollectable accounts.			10,500
Bad Debt increasing due to increasing number of foreclosures.			120,000
SERVICES AND OTHER CHARGES	\$ 395,130	\$ 347,630	\$ 603,864
6110 OFFICE SUPPLIES	\$ 10,582	\$ 18,446	\$ 20,214
General supplies - pens, scotch tape, staples, tissue, correction tape, phone message books, highlighters, rubber bands, adding machine tape, post-its, mark-a-lot markers, paper clips, paper pads, binder clips			449
Calendars for cashier area. \$10 each			30
Deposit Bag 9/12 6 cases @122 per case			780
Deposit Bag 15x20 \$117.50 per case, 2 cases needed per year			235
Deposit Bags			319
Endorser Ribbons for automatic check processing equipment			391
Envelope small for coin deposits 20386244 50262 2-1/4" x 4-1/4" 500ea at \$20.48, need about 2,000 ea per year			88
Envelopes large for Cashier Daily Deposit Documents 250 ea per box, need about two boxes per year (Also used for mailing documents to customers.)			107
Envelopes certified mailing @ 1.753 ea for Lien Letters and Shut Off Notices (2600 per year)			4,695
Envelopes certified mailing 250 @ 1.753 ea to notify property owners of lien to be placed on property if abatement cost is not paid.			438
Envelopes certified mailing for Auction Notice 1,500 each @1.753 each			2,708
Printer Tape and Black Ribbon Cassette for Cash Registers			1,422
Paper Hot Pink 24 lb for Water Shut Off Notices 22 reams @ 500 ea, \$7.50/ream			165
Paper Invoice Blanks 16,692 @ .0189 w/3% increase next year			325
Paper Perforated Invoice Blank 230,000 each need per year (.0204 ea)			4,694
Sealing Solution for Folder/Stuffing Equipment 4 Gallons			83
Stapler electric for Cashier			37
Storage Boxes			160
Storage Boxes for Daily Cashier Deposits \$57 per carton of 12 each, 28 per year needed			142
Storage Boxes for Wastewater Stubs \$45 per Carton of 12 each, 2 boxes per month			96
Toner Cartridge for Billing Printer \$221 each, 12 each needed per year			2,850



GENERAL FUND

FINANCIAL ADMINISTRATION

Billing and Collection

LINE ITEMS	FY13 Actual	FY14 Estimate	FY15 Budget
6122 COMPUTER SOFTWARE	\$ 118	\$ -	\$ 354
PDF Software licenses upgrade			354
6150 POSTAGE	\$ 102,747	\$ 109,259	\$ 132,127
United States Post Office - Auction Notices 1,500 each @ \$3.79 each, Spec Assm Coupons 585 each @ \$1.61 each, Spec Assm Invoices 12,190 each @ .460 each, Spec Assm Re-mails 320 each @ .48 each, Spec Assm Delq Notice 4,000 each @ .48 each, Correspondence - Estimating 6.5% increase for next year.			13,845
United States Parcel Service - Bulk mail wastewater bills 216,000 @ \$.460 each; estimating 6.5%			104,080
United States Parcel Service - Shut Off Notices and Lien Notices 2,600 Certified Return Receipt @3.79 each.			10,495
United States Parcel Service - Shut Off Notices and Liens - First Class 2,600 @ .48 each.			1,329
United States Parcel Service - general correspondence			2,378
SUPPLIES	\$ 113,447	\$ 127,705	\$ 152,695
7025 COMPUTER EQUIPMENT<\$5,000	\$ 923	\$ 14,012	\$ -
Computers			
7030 EQUIPMENT<\$5,000	\$ -	\$ -	\$ 650
Equipment for double computer monitors-video cards & monitors x2			650
PROPERTY	\$ 923	\$ 14,012	\$ 650
8999 CONTINGENCY	\$ -	\$ -	\$ 53,119
Special Assessment Contingency from Fund Balance			53,119
CONTINGENCY	\$ -	\$ -	\$ 53,119
TOTAL BILLING AND COLLECTION	\$ 1,029,077	\$ 997,135	\$ 1,342,143
TOTAL FINANCIAL ADMINISTRATION	\$ 1,678,767	\$ 1,600,441	\$ 1,934,661



GENERAL FUND

EXECUTIVE

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 annually and provides quarterly reports on the state of the community.

FY 2013-2014 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.
- ✓ 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 Recycling Program.
- ✓ Relocation of the Drop-off recycling Area to better serve the public.
- ✓ Continued partnership with the Fort Mohave Indian Tribe to house City prisoners at the Tribe's detention facility.
- ✓ Continued support of the Inmate Worker Program.
- ✓ Operation and support of the Bullhead City Senior Nutrition Center.
- ✓ Implementation of the Strategic Plan ~ Bullhead City Vision 2015.
- ✓ Continued partnership with BRENDA to promote economic development that provides a fiscal benefit and economic stability for the City.
- ✓ Continued improvements and marketing of the Suddenlink Community Center.
- ✓ Continued support of the Contract Management module in New World to ensure all renewals and milestones of contracts/agreements are met.
- ✓ Promote community spirit and continue to improve quality of life aspects.



GENERAL FUND

EXECUTIVE

City Manager

FY 2014-2015 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.
- ✓ Continue to improve the City's intergovernmental relations.
- ✓ Facilitate economic and community development projects.
- ✓ Improve the City's transportation infrastructure network.
- ✓ Review approved Administrative Regulations and Municipal Codes.

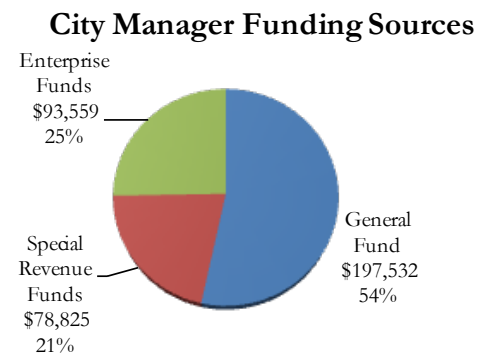
Performance Indicators

Measure	FY 2013 Actual	FY 2014 Estimate	FY 2015 Proposed
Weekly Meetings	47	46	50
Attend Weekly Meetings with Department Directors	142	147	156
Regular & Special Council Meetings	36	41	45

	FY13 Actual	FY14 Estimate	FY15 Budget
Expenditures by Classification			
Personnel Cost	\$ 356,119	\$ 343,887	\$ 346,920
Services and Other Charges	16,711	18,836	22,496
Supplies	572	460	500
Subtotal	\$ 373,402	\$ 363,183	\$ 369,916
Cost Recovery	\$ (182,499)	\$ (169,367)	\$ (172,384)
General Fund Total	\$ 190,903	\$ 193,816	\$ 197,532

Expenditures by Activity			
Executive	\$ 373,402	\$ 363,183	\$ 369,916
Total	\$ 373,402	\$ 363,183	\$ 369,916

Staffing			
City Manager	1.00	1.00	1.00
Assistant City Manager	0.00	0.00	0.00
Senior Administrative Analyst	1.00	1.00	1.00
Executive Assistant	1.00	1.00	1.00
Total	3.00	3.00	3.00





GENERAL FUND

EXECUTIVE

City Manager

LINE ITEMS	FY13 Actual	FY14 Estimate	FY15 Budget
1105 REGULAR FULL-TIME	\$ 272,960	\$ 265,759	\$ 268,061
1120 OTHER WAGES	-	351	-
1140 OVERTIME	358	567	-
1510 HEALTH INSURANCE	38,894	34,033	35,281
1530 SOCIAL SECURITY	-	50	-
1531 MEDICARE	3,655	3,822	3,892
1533 ICMA RETIREMENT	25,259	24,623	24,803
1536 DEFERRED COMPENSATION	8,458	7,882	7,842
1560 WORKERS COMPENSATION	535	800	1,041
1570 EMPLOYEE ALLOWANCE	6,000	6,000	6,000
PERSONNEL COST	\$ 356,119	\$ 343,887	\$ 346,920
3105 PROPERTY RECORDING FEES	\$ -	\$ 16	\$ -
3112 BUSINESS MEALS	\$ 69	\$ 60	\$ 150
Various business meals			150
3280 OTHER PROFESSIONAL SERVICES	\$ 1,000	\$ 3,499	\$ 5,000
REO appraisal services for surplus real properties			5,000
4420 EQUIP. & VEHICLE RENTAL	\$ 51	\$ -	\$ -
5210 PROPERTY & RISK INSURANCE	\$ 8,892	\$ 8,875	\$ 9,716
Budget based on risk management budget			9,716
5320 CELLULAR SERVICE	\$ 183	\$ 888	\$ 660
Cellular service smartphone plan \$55/month (1)			660
5430 OTHER ADVERTISING	\$ 1,746	\$ 440	\$ -
5510 CUSTOM PRINTING	\$ -	\$ -	\$ 65
Envelopes x2			65
5610 PER DIEM	\$ 181	\$ 249	\$ 546
League of AZ Cities & Towns			136
Legislative Travel x5			70
ACMA Conference x2			204
ICMA Conference			136
5621 LODGING	\$ 1,004	\$ 1,417	\$ 2,070
ACMA Conference x2			660
ICMA Conference			900
League of AZ Cities & Towns			360
Legislative Travel x5			150
5631 TRANSPORTATION	\$ 20	\$ 471	\$ 919
ACMA Conference x2			150
ICMA Conference			580



GENERAL FUND

EXECUTIVE

City Manager

LINE ITEMS	2013 ACTUAL	2014 ESTIMATED	2015 ADOPTED
League of AZ Cities & Towns			89
Legislative Travel x5			100
5670 OTHER TRAVEL EXPENSES	\$ -	\$ 30	\$ -
5710 SEMINARS & CONFERENCES	\$ 1,963	\$ 290	\$ 1,740
ACMA Conference x2			720
Excel Training			-
ICMA Conference			700
League of AZ Cities & Towns			320
5715 BOOKS & SUBSCRIPTIONS	\$ -	\$ 13	\$ -
5721 DUES & MEMBERSHIPS	\$ 1,562	\$ 1,587	\$ 1,630
ACMA			325
ICMA			1,280
Principal & Public Body Registered to Lobby in AZ			25
5740 MEETING EXPENSES	\$ 40	\$ 1,001	\$ -
SERVICES AND OTHER CHARGES	\$ 16,711	\$ 18,836	\$ 22,496
6110 OFFICE SUPPLIES	\$ 572	\$ 401	\$ 500
Purchase of pens, post-it notes, paper clips, binder clips, kleenex			500
6210 GASOLINE	\$ -	\$ 59	\$ -
GENERAL SUPPLIES	\$ 572	\$ 460	\$ 500
TOTAL CITY MANAGER	\$ 373,402	\$ 363,183	\$ 369,916



GENERAL FUND

EXECUTIVE

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, expand access to government information, provide an additional medium for the City to respond to the needs and concerns of its residents, help residents make informed decisions, and encourage more residents to vote and become active citizens in Bullhead City.

Department Description

The Public Information Office is the 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 broadcast the City government cable television programs.

FY 2013-2014 Highlights

- ✓ Broadcast the 2014 Stat of the City Address
- ✓ Participated in the City's web design committee.
- ✓ Reestablished the weekly production of City Connection including a whole new half-hour format including 7 minute News Cast and 2 Guest Interviews.
- ✓ Created a strong relationship with the Chamber of Commerce through a dedicated weekly interview on City Connection.
- ✓ Continued production of the Recreation program along with public meetings held in the City Council Chambers.
- ✓ Created/updated videos for Bullhead City River Regatta.

FY 2014-2015 Objectives

- ✓ 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.



GENERAL FUND

EXECUTIVE

Public Information

Performance Indicators

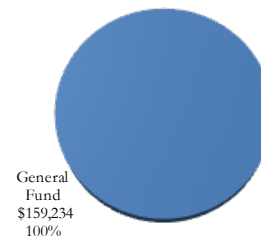
Measure	FY13 Actual	FY14 Estimate	FY15 Budget
Productions of Recreation Show	15	19	12
Production of City Connection	22	24	46
City Council Meetings/workshops	34	42	40
City Board/Commission Meetings	30	38	38
Other City Events Recorded	5	5	5
Events Recorded for News and Others	-	-	24
PIO Posts to City Instagram	-	-	28
PIO Posts to City Facebook	-	-	6
PIO Uploads to Youtube	-	-	3
Page Edits to City Website	-	-	60

	FY13 Actual	FY14 Estimate	FY15 Budget
Expenditures by Classification			
Personnel Cost	\$ 144,851	\$ 76,164	\$ 148,853
Services and Other Charges	28,796	55,852	9,782
Supplies	718	1,201	600
Property	-	6,764	-
Contingency	-	-	-
Subtotal	\$ 174,365	\$ 139,981	\$ 159,235
Cost Recovery	\$ (5,217)	\$ (568)	
General Fund Total	\$ 169,148	\$ 139,413	\$ 159,235

Expenditures by Activity			
Executive	\$ 174,365	\$ 139,981	\$ 159,235
Total	\$ 174,365	\$ 139,981	\$ 159,235

Staffing			
Public Information Officer	1.00	1.00	1.00
Television- Producer/Director/Editor/Host	1.00	1.00	1.00
Total	2.00	2.00	2.00

Public Information Funding Source





GENERAL FUND

EXECUTIVE

Public Information

LINE ITEMS	FY13 Actual	FY14 Estimate	FY15 Budget
1105 REGULAR FULL-TIME	\$ 105,289	\$ 29,385	\$ 98,158
1120 OTHER WAGES	9,708	19,138	15,000
1510 HEALTH INSURANCE	17,780	22,704	23,520
1530 SOCIAL SECURITY	796	1,187	930
1531 MEDICARE	1,667	703	1,642
1533 ICMA RETIREMENT	9,245	2,659	8,883
1560 WORKERS COMPENSATION	366	388	720
PERSONNEL COST	\$ 144,851	\$ 76,164	\$ 148,853
3280 OTHER PROFESSIONAL SERVICES	\$ -	\$ 24,400	\$ -
2013/14 Reallocation for Appraisal Services			-
2013/14 Reallocation to BREDA-retail study			
3890 OTHER CONTRACTED SERVICES	\$ 8,358	\$ 4,618	\$ -
Digital file storage moved to Technology Services			-
Internet Streaming/Video Archiving moved to Technology Svcs			-
Web site hosting moved to Technology Services			-
4320 GENERAL EQUIPMENT REPAIRS	\$ 1,624	\$ -	\$ 1,000
Repair of digital cassette recorder/players (2)			-
Repair/replacement of TV4 monitor parts			-
Repair and replacement of TV4 monitor parts			-
Repairs of digital cassette recorder/players (2)			-
Repair of equipment			1,000
4343 SOFTWARE/HARDWARE AGREEMENTS	\$ -	\$ 15,060	\$ -
Repair of digital cassette recorder/players (2)			-
Repair/replacement of TV4 monitor parts			-
New website development			
Financial transparency of city data moved to Technology Svcs			
4450 MUSIC LICENSE AGREEMENT	\$ 982	\$ -	\$ -
5210 PROPERTY & RISK INSURANCE	\$ 7,434	\$ 7,420	\$ 4,893
Budget based on risk management budget			4,893
5320 CELLULAR SERVICE	\$ 369	\$ 27	\$ 660
Cellular service pooled minutes phone plan \$55/month (1)			660
5430 OTHER ADVERTISING	\$ 6,214	\$ 450	\$ 1,000
Newspaper , TV and radio ads for campaigns			500
Promotional items such as pens, pins, coffee mugs, hats, shirts, etc.			500
5440 MARKETING EVENTS	\$ 3,651	\$ 1,456	\$ 1,000
League of Cities Tri-State Booth and Materials - BHC Portion			1,000



GENERAL FUND

EXECUTIVE

Public Information

LINE ITEMS	FY13 Actual	FY14 Estimate	FY15 Budget
5510 CUSTOM PRINTING	\$ -	\$ 2,145	\$ 1,000
Graphic design for headframe			-
Headframe sign			-
John Moss picture			-
Headframe plaque			-
Printing of fliers, posters, banners			1,000
5631 TRANSPORTATION	\$ 55	\$ -	\$ 100
Out of town meetings and events			100
5715 BOOKS & SUBSCRIPTIONS	\$ 109	\$ 129	\$ 129
Bullhead City Bee			-
Mohave Valley Daily News			129
5740 MEETING EXPENSES	\$ -	\$ 147	\$ -
Craft supplies			-
SERVICES AND OTHER CHARGES	\$ 28,796	\$ 55,852	\$ 9,782
6110 OFFICE SUPPLIES	\$ 133	\$ 34	\$ 200
Printer ink, note paper, file folders, envelopes, office calendar, batteries			200
6120 SPECIALTY SUPPLIES	\$ 331	\$ 390	\$ 200
Employee recognition			-
TV-4 Supplies			200
6122 COMPUTER SOFTWARE	\$ 254	\$ 777	\$ 200
Anticipated software upgrades/new installations to support marketing and promotional programs			200
Design software			-
SUPPLIES	\$ 718	\$ 1,201	\$ 600
7025 COMPUTER EQUIPMENT <\$5,000	\$ -	\$ 2,530	\$ -
7030 EQUIPMENT <\$5,000	\$ -	\$ 4,234	\$ -
PROPERTY	\$ -	\$ 6,764	\$ -
TOTAL PUBLIC INFORMATION	\$ 174,365	\$ 139,981	\$ 159,235



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

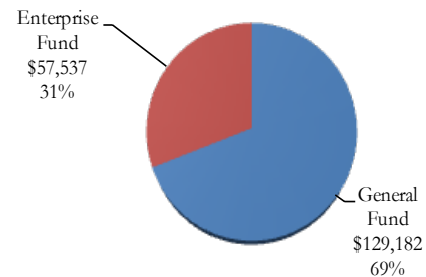
The Mayor and City Council are the policy makers for the City of Bullhead City. The members engage in active and open communication with all sectors of the community to address community needs and interests. They participate and provide leadership in various intergovernmental associations and organizations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

	FY13 Actual	FY14 Estimate	FY15 Budget
Expenditures by Classification			
Personnel Costs	\$ 142,790	\$ 150,294	\$ 153,627
Services and Other Charge	20,443	22,125	30,804
Supplies	970	3,235	2,288
Property	3,175	20	-
Subtotal	\$ 167,378	\$ 175,674	\$ 186,719
Cost Recovery	\$ (49,980)	\$ (52,603)	\$ (57,537)
General Fund Total	\$ 117,398	\$ 123,071	\$ 129,182

Expenditures by Activity			
Legislative	\$ 167,378	\$ 175,674	\$ 186,719
Total	\$ 167,378	\$ 175,674	\$ 186,719

Mayor and Council Funding Sources





GENERAL FUND

LEGISLATIVE

Mayor and Council

LINE ITEMS	FY13 Actual	FY14 Estimate	FY15 Budget
1120 OTHER WAGES	\$ 66,375	\$ 66,000	\$ 66,006
1510 HEALTH INSURANCE	71,735	79,464	82,320
1530 SOCIAL SECURITY	3,698	3,753	4,092
1531 MEDICARE	865	878	958
1560 WORKERS COMPENSATION	117	199	251
PERSONNEL COSTS	\$ 142,790	\$ 150,294	\$ 153,627
3112 BUSINESS MEALS	1,150	1,051	1,200
Business meetings			700
BREDA Luncheon x2			500
4330 VEHICLE REPAIRS & SERVICE	\$ 2,000	\$ 2,000	\$ 2,000
Repairs of city vehicle			2,000
4420 EQUIP. & VEHICLE RENTAL	151	113	500
Rental of vehicles for local and out of town trips			500
5210 PROPERTY & RISK INSURANCE	7,873	7,860	11,119
Budget based on risk management budget			11,119
5320 CELLULAR TELEPHONES	371	607	660
Cellular service smartphone \$55/month (1)			660
5510 CUSTOM PRINTING	260	600	1,195
Business cards x2			350
Printing & embroidery on shirts			150
Elected official banners			350
Envelopes x2			65
Tri City Council tshirts \$40 x7			280
5610 PER DIEM	\$ 568	\$ 942	\$ 1,256
Az League of Cities & Towns Conference x7			714
GAMA Mtg - 4 meetings			100
League training			136
Tri-City Council Legislative Day x3			102
Washington DC/Legislative travel x2			204
5621 LODGING	\$ 2,273	\$ 3,033	\$ 5,010
AZ League of Cities & Towns Conference x7			2,730
League training			480
Washington DC x2			1,800
5631 TRANSPORTATION	\$ 2,357	\$ 1,563	\$ 2,955
AZ League of Cities & Towns Conference x7			1,200
GAMA Meeting			280



GENERAL FUND

LEGISLATIVE

Mayor and Council

LINE ITEMS	FY13 Actual	FY14 Estimate	FY15 Budget
Tri-City Council Legislative Day x3			275
Washington DC x2			1,200
5650 LOCAL MILEAGE REIMBURSEMENT	\$ -	\$ -	250
Local mileage reimbursement			250
5670 OTHER TRAVEL EXPENSES	\$ -	\$ 66	-
5710 SEMINARS & CONFERENCES	\$ 1,330	\$ 2,160	2,530
AZ League of Cities & Towns Conference x7			2,530
5715 BOOKS & SUBSCRIPTIONS	\$ 129	\$ 15	129
Annual subscription to AZ Capital Times			129
5721 DUES & MEMBERSHIPS	\$ 250	\$ -	-
5740 MEETING EXPENSES	\$ 1,731	\$ 2,115	2,000
Meeting expense for council work sessions, retreats, Tri-City Council, and State of the City Address and any other misc meeting.			2,000
SERVICES AND OTHER CHARGES	\$ 20,443	\$ 22,125	\$ 30,804
6110 OFFICE SUPPLIES	\$ 184	\$ 308	250
Purchase of general office supplies such as binders, certificate holders, pens, paper clips, water.			250
6115 AWARDS	\$ 65	\$ 477	400
Purchase of plaques of appreciation/recognition for local stakeholders, citizens, or in the event of council or executive staff resignations.			400
6120 SPECIALTY SUPPLIES	\$ 403	\$ 1,747	1,000
Sponsorship banner/signs for event booths throughout the year, and magnetic signage for dais and voting board			1,000
6210 GASOLINE	\$ 318	\$ 703	638
178 gallons @ \$3.50/gal			623
Fuel Facility Equipment Replacement \$.08/gallon			15
SUPPLIES	\$ 970	\$ 3,235	\$ 2,288
7025 COMPUTER EQUIPMENT <\$5,000	\$ 3,175	\$ 20	-
PROPERTY	\$ 3,175	\$ 20	\$ -
TOTAL MAYOR/COUNCIL	\$ 167,378	\$ 175,674	\$ 186,719



GENERAL FUND

LEGISLATIVE

City Clerk

Mission: Strive to present a courteous, service-oriented team of professionals who, in partnership with the Bullhead City Council, other City Departments, and the community, serve the citizens of Bullhead City at an optimum level.

Department Description

The Office of the City Clerk functions as the Official Record Custodian, Official Custodian of the Seal of the City Supervisor of City Elections, City Records Management and Records Disposition Program Administrator.

The City Clerk is responsible for attending and keeping the official minutes of all City Council meetings, board and commission meetings, assisting in the preparation of official documents, countersigning official documents, attesting to all City documents, codifying and recording all local laws, Ordinances, Resolutions and legal documents adopted by the City Council. The City Clerk is responsible for recording official documents with appropriate agencies, researching Public Records request, administering Oaths and affirmations, publishing Legal Notices, giving notice of public meetings as required by law, updating and distributing supplements to the City Code.

FY 2013-2014 Highlights

- ✓ City Clerk obtained MMC Certification.
- ✓ Deputy Clerk obtained CMC Certification.

FY 2014-2015 Objectives

- ✓ Prepare for 2014 Elections.
- ✓ Continue to update department specific records retention schedules for the City of Bullhead City.
- ✓ Implementation of an electronic/social media retention and destruction schedule.
- ✓ Deputy Clerk to continue League Elections Training for 3-year certification program

Performance Indicators

Measure	FY13 Actual	FY14 Estimate	FY15 Budget
Public Records Requests Processed	279	250	300
Board/Commissions Member Orientations	6	4	6
Council Minutes Pages Transcribed	262	300	300
Ordinances Processed	20	25	30
Resolutions Processed	55	45	60
Board/Commission Meetings Attended	44	42	60
Proclamations Produced	30	25	35



GENERAL FUND

LEGISLATIVE

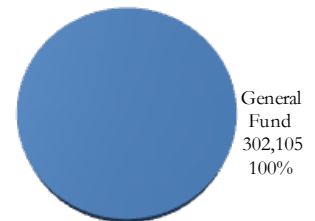
City Clerk

	FY13	FY14	FY15
	Actual	Estimate	Budget
Expenditures by Classification			
Personnel Costs	\$ 138,717	\$ 144,782	\$ 159,186
Services and Other Charges	246,790	28,597	142,369
Supplies	245	757	550
Property	1,219	886	-
General Fund Total	\$ 386,971	\$ 175,022	\$ 302,105

Expenditures by Activity			
City Clerk	201,963	175,022	200,695
City Elections	185,008	-	101,410
Total	\$ 386,971	\$ 175,022	\$ 302,105

Staffing			
City Clerk	1.00	1.00	1.00
Deputy City Clerk	1.00	1.00	1.00
Total	2.00	2.00	2.00

City Clerk Funding Sources





GENERAL FUND

LEGISLATIVE

City Clerk

LINE ITEMS	FY13	FY14	FY15
	Actual	Estimate	Budget
1105 REGULAR FULL-TIME	\$ 100,096	\$ 106,765	\$ 117,233
1140 OVERTIME	132	272	-
1510 HEALTH INSURANCE	24,533	22,704	23,520
1531 MEDICARE	1,390	1,489	1,721
1533 ICMA RETIREMENT	9,071	9,687	10,740
1536 DEFERRED COMPENSATION	3,300	3,551	4,081
1560 WORKERS COMPENSATION	195	314	451
1570 EMPLOYEE ALLOWANCE	-	-	1,440
PERSONNEL COSTS	\$ 138,717	\$ 144,782	\$ 159,186
3101 LEGAL NOTICES	\$ 9,770	\$ 9,505	\$ 20,000
Bullhead City Bee Newspaper			5,000
Mohave Valley Daily News			15,000
3105 PROPERTY RECORDING FEES	\$ 429	\$ 753	\$ 1,000
Mohave County Recorder fees			1,000
3280 OTHER PROFESSIONAL SERVICES	\$ 2,035	\$ 1,378	\$ 5,000
Codification and Code online			5,000
3810 PERMITTING & MISC. FEES	\$ 23	\$ -	\$ -
3830 ELECTION EXPENSES	\$ 185,008	\$ 87	\$ 101,410
Election Expenses			101,410
4320 GENERAL EQUIPMENT REPAIRS	\$ 163	\$ 176	\$ 200
Dater machine repairs			200
4343 SOFTWARE/HARDWARE AGREEMENT	\$ 37,953	\$ 4,730	\$ 4,730
Annual maintenance for document management system			4,730
4420 EQUIP. & VEHICLE RENTAL	\$ -	\$ 62	\$ -
5210 PROPERTY & RISK INSURANCE	\$ 5,856	\$ 5,845	\$ 5,643
Budget based on risk management budget			5,643
5430 OTHER ADVERTISING	\$ -	\$ 383	\$ -
5510 CUSTOM PRINTING	\$ -	\$ -	\$ 100
Business Cards			100
5610 PER DIEM	\$ 386	\$ 299	\$ 371
Election training			120
IIMC Academy			75
IIMC Institute			-
League Conference			61
Summer Conference			115
5621 LODGING	\$ -	\$ 503	\$ 650
Elections Training			300
Summer Conference			350



GENERAL FUND

LEGISLATIVE

City Clerk

LINE ITEMS	FY13 Actual	FY14 Estimate	FY15 Budget
5631 TRANSPORTATION	\$ 1,937	\$ 1,917	\$ 1,620
Election Training			540
IIMC Academy			270
IIMC Institute			-
League Conference			270
Summer Conference			540
5710 SEMINARS & CONFERENCES	\$ 2,790	\$ 2,134	\$ 875
Election training			100
IIMC Academy			225
IIMC Institute			-
League Conference			300
On-Line Training - Management in the Public Organization			-
Summer Conference			250
5721 DUES & MEMBERSHIPS	\$ 440	\$ 825	\$ 770
AMCA-Arizona Municipal Clerks Assoc. x2			175
IIMC-International Institute of Municipal Clerks Assoc. x2			460
Notary License expires Dec 2014- renewal			135
SERVICES AND OTHER CHARGES	\$ 246,790	\$ 28,597	\$ 142,369
6110 OFFICE SUPPLIES	\$ 245	\$ 757	\$ 550
Office and archival supplies			550
SUPPLIES	\$ 245	\$ 757	\$ 550
7025 COMPUTER EQUIPMENT <\$5,000	\$ 1,219	\$ -	\$ -
7030 EQUIPMENT <\$5,000	\$ -	\$ 886	\$ -
PROPERTY	\$ 1,219	\$ 886	\$ -
TOTAL CITY CLERK	\$ 386,971	\$ 175,022	\$ 302,105



GENERAL FUND

PUBLIC WORKS

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, help safeguard life, health, property and public welfare by insuring compliance with city-adopted building codes and to guide and assist land development and use within the community in accordance with the General Plan.

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, Planning, Zoning, Building Safety, Parks Maintenance, Facilities Maintenance and Code Enforcement functions.

FY 2013-2014 Highlights

- ✓ Continued responsibility for the City's Intergovernmental Affairs activities.
- ✓ Served as Bullhead City's representative from the Colorado River Regional Sewer Coalition (CRRSCo) on the Technical Advisory Committee for the US Bureau of Reclamation/CRRSCo Cooperative water Quality Database project.
- ✓ Continued to support the City's efforts for the Laughlin-Bullhead City Bridge Project.

FY 2014-2015 Objectives

- ✓ Identify, evaluate and pursue available grant opportunities.
- ✓ Identify and pursue options to increase street maintenance where maintenance has been deferred.
- ✓ Utilize the finding of the Section 208 Plan Update to program improvements to the wastewater system to optimize operations, increase reliability and help offset rising operation costs.
- ✓ Continue to keep up with oversight of CIP projects and private development with reduced staffing level.
- ✓ Complete development of the updated Engineering standards.
- ✓ Identity, prioritize and complete drainage improvements to protect property and reduce or eliminate flooding concerns.
- ✓ Improve turf quality and upgrade the appearance of facilities at City Parks.



GENERAL FUND

PUBLIC WORKS

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 2013-2014 Highlights

- ✓ Completed administration of several Capital Improvement Program (CIP) projects, including NSIP 24, Section 208 wastewater Master Plan Update, Veterans Memorial Park/Sunshine Marina Culverts and Dredging, Ramar Road Reconstruction, Silver Creek Road Slope Stabilization and Rotary Park West Soccer Field Reconstruction.
- ✓ Completed design of several projects including Silver Creek Road Stabilization, Goldrush Road Improvements, 10-4 Lift Station, City Wide SCADA, Section 18 WWTP Improvements, 10-1 Lift Station and Stonebridge Subdivision Drainage Improvements.
- ✓ Provided design of numerous in-house projects including the 10-1 Lift Station Replacement, Rotary Park Irrigation System Upgrades, Ramar Road Reconstruction, Rotary Park West Soccer Field Reconstruction, Chaparral Drainage Outfall, NSIP 24, Parkway Reflectivity Project, Rotary Park Little League Four-Plex, Georgia Lane Sewer, Chaparral Drive and Via Arroyo Drainage Improvements.
- ✓ Obtained approval of Right of Way for Arizona Veterans Memorial and Arizona Game and Fish Department grant for Sunshine Marina culverts

FY 2014-2015 Objectives

- ✓ Continue to provide in-house design wherever possible on City projects.
- ✓ Investigate, evaluate and address all traffic-related requests from citizens and other members of the public.
- ✓ Maintain survey monuments for legal descriptions of properties in the City.
- ✓ Complete development of the updated standards for infrastructure development throughout the City.
- ✓ Support GIS services where possible within the City.
- ✓ Identify and pursue options to increase street maintenance where maintenance has been deferred.
- ✓ Continue to keep up with oversight of CIP projects and private development with reduced staffing levels.



GENERAL FUND

PUBLIC WORKS

Performance Indicators

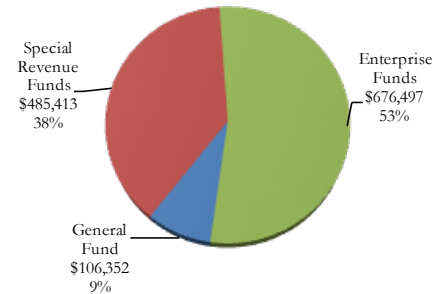
Measure	FY13 Actual	FY14 Estimate	FY15 Budget
Sewer Availability Requests	13	15	15
Commercial On-Lot Inspection Requests	71	70	70
Utility and Right-of-Way Permits Issued	75	80	90
Projects Designed In-House	15	15	15
Percent Projects Managed In-House	100	100	100
Drainage Complaints	34	30	30
Flood Zone Requests	188	224	250

	FY13 Actual	FY14 Estimate	FY15 Budget
Expenditures by Classification			
Personnel Costs	\$ 1,036,527	\$ 1,116,540	\$ 1,175,956
Services and Other Charges	25,366	37,932	69,775
Supplies	17,441	17,042	22,531
Property	1,723	1,418	-
Contingency	-	-	-
Subtotal	\$ 1,081,057	\$ 1,172,932	\$ 1,268,262
Cost Recovery	\$ (932,302)	\$ (986,550)	\$ (1,161,910)
General Fund Total	148,755	186,382	106,352

	FY13 Actual	FY14 Estimate	FY15 Budget
Expenditures by Activity			
Public Works Administration	386,384	398,985	427,114
Engineering	680,908	773,378	822,398
Non-Departmental	13,765	569	18,750
Total	\$ 1,081,057	\$ 1,172,932	\$ 1,268,262

	FY13 Actual	FY14 Estimate	FY15 Budget
Staffing			
Public Works Director	1.00	1.00	1.00
Asst Public Works Director	1.00	1.00	1.00
Office Administrator	1.00	1.00	1.00
Public Works Administration	3.00	3.00	3.00
Assistant City Engineer	1.00	1.00	1.00
City Surveyor	0.90	0.90	0.90
Civil Engineering Associate	1.00	1.00	1.00
Engineering Designer	0.00	1.00	1.00
Engineering Inspector	3.00	2.00	2.00
Office Specialist II	1.00	1.00	1.00
Senior Engineering Inspector	1.00	1.00	1.00
Utilities Engineering Associate	1.00	1.00	1.00
Engineering	8.90	8.90	8.90

Public Works Funding Sources





GENERAL FUND

PUBLIC WORKS

Administration

LINE ITEMS	FY13	FY14	FY15
	Actual	Estimate	Budget
1105 REGULAR FULL-TIME	\$ 294,221	\$ 305,927	\$ 317,286
1510 HEALTH INSURANCE	36,799	34,058	35,280
1531 MEDICARE	4,365	4,547	4,740
1533 ICMA RETIREMENT	27,697	28,555	29,583
1536 DEFERRED COMPENSATION	6,903	7,199	7,452
1560 WORKERS COMPENSATION	4,377	6,062	7,837
1570 EMPLOYEE ALLOWANCE	9,600	9,600	9,600
PERSONNEL COST	\$ 383,962	\$ 395,948	\$ 411,778
5210 PROPERTY & RISK INSURANCE	\$ 1,620	\$ 1,618	\$ 10,969
Allocation of Budget based on risk management budget			10,969
5610 PER DIEM	\$ 171	\$ 78	\$ 272
Pavement Management Conference			-
APWA Conference			170
League Conference			102
Streambank Restoration			-
5621 LODGING	\$ 211	\$ 189	\$ 1,360
APWA Conference			880
League Conference			480
Pavement Material Conference			-
5631 TRANSPORTATION	\$ -	\$ 284	\$ 765
APWA Conference			400
League Conference			365
Pavement Material Conference			-
5710 SEMINARS & CONFERENCES	\$ -	\$ 250	\$ 990
League Conference			290
Pavement Material Conference			-
APWA Conference			700
5721 DUES & MEMBERSHIPS	\$ 320	\$ 515	\$ 480
Arizona Floodplain Management Association			100
Arizona State Board of Engineers			195
Notary renewal			160
NCEES annual membership			25
Nebraska State Board of Engineers			-
SERVICES AND OTHER CHARGES	\$ 2,322	\$ 2,934	\$ 14,836
6110 OFFICE SUPPLIES	\$ 100	\$ 103	\$ 500
General Supplies			500
SUPPLIES	\$ 100	\$ 103	\$ 500
TOTAL PUBLIC WRKS ADMIN	\$ 386,384	\$ 398,985	\$ 427,114



GENERAL FUND

PUBLIC WORKS

Engineering

LINE ITEMS	FY13 Actual	FY14 Estimate	FY15 Budget
1105 REGULAR FULL-TIME	\$ 438,564	\$ 516,944	\$ 531,961
1120 OTHER WAGES	31,466	33,449	39,058
1140 OVERTIME	3,136	1,594	-
1510 HEALTH INSURANCE	107,186	102,468	105,840
1530 SOCIAL SECURITY	1,952	2,074	1,807
1531 MEDICARE	7,265	7,873	8,424
1533 ICMA RETIREMENT	43,551	46,928	48,142
1560 WORKERS COMPENSATION	7,331	10,793	13,946
PERSONNEL COSTS	\$ 640,450	\$ 722,123	\$ 749,178
3112 BUSINESS MEALS	\$ 320	\$ 245	\$ 400
ADOT meetings			400
HURF allocation of ADOT meetings hosted by the City (\$400)			135
Flood Control allocation ADOT meetings hosted by the City (\$400)			72
WW allocation of ADOT meetings hosted by the City (\$400)			121
3210 ENGINEERING SERVICES	\$ (12,292)	\$ 1,540	\$ 5,000
Emergency testing services			5,000
3810 PERMITTING & MISC FEES	\$ -	\$ -	\$ 30
CDL			30
4320 GENERAL EQUIPMENT REPAIRS	\$ 524	\$ -	\$ 3,700
Engineering equipment repair			3,000
Survey equipment repair			700
4330 VEHICLE REPAIRS & SERVICE	\$ 14,000	\$ 14,000	\$ 14,000
Fleet Rental Charges			14,000
4340 MAINTENANCE AGREEMENT	\$ -	\$ -	\$ 1,395
Plotter annual maintenance			1,395
5210 PROPERTY & RISK INSURANCE	\$ 16,972	\$ 16,972	\$ 25,583
Allocation budget based on Risk Management budget			25,583
Allocation of property & risk insurance			\$5,720
Flood Control allocation of Engineering property & risk insurance			\$3,055
WW allocation of Engineering property & risk insurance			\$5,142
5320 CELLULAR SERVICE	\$ 1,913	\$ 1,655	\$ 3,264
Cellular service pooled minutes \$33 x5			3,264
5510 CUSTOM PRINTING	\$ 136	\$ 135	\$ 200
Business cards, letterhead & envelopes			200
5520 DUPLICATION/COPIES	\$ 111	\$ -	\$ 200
Plan copies			200



GENERAL FUND

PUBLIC WORKS

Engineering

LINE ITEMS	FY13 Actual	FY14 Estimate	FY15 Budget
5610 PER DIEM	\$ 63	\$ 128	\$ 135
Streambank Restoration seminar			50
ADOT training			85
5621 LODGING	\$ 72	\$ 93	\$ 100
ADOT training			100
5631 TRANSPORTATION	\$ 427	\$ 44	\$ 50
ADOT training			50
5710 SEMINARS & CONFERENCES	\$ 158	\$ -	\$ -
5715 BOOKS & SUBSCRIPTIONS	\$ 250	\$ 161	\$ 662
Newspaper subscription			162
Updates for Maricopa Association of Governments (MAG)			500
5721 DUES & MEMBERSHIPS	\$ 390	\$ 25	\$ 220
NCEES			25
Arizona State Board of Engineers			195
SERVICES AND OTHER CHARGES	\$ 23,044	\$ 34,998	\$ 54,939
6110 OFFICE SUPPLIES	\$ 1,081	\$ 1,851	\$ 2,200
General office supplies			2,200
HURF allocation of office supplies (\$2,200)□			743
Flood Control allocation of Office Supplies (\$2,200)□			396
WW allocation of office supplies (\$2,200)□			665
6120 SPECIALTY SUPPLIES	\$ 727	\$ 788	\$ 750
Survey & engineering supplies			450
Paint for blue stake only			300
WW allocation of survey & engineering supplies (\$435)			132
6210 GASOLINE	\$ 12,553	\$ 11,920	\$ 13,296
3707 gallons @ \$3.50/gal			12,976
Fuel facility equip replacement \$.08/gal			320
6410 UNIFORMS	\$ 1,330	\$ 280	\$ 2,035
Allowance for steel toed boots @ \$150 x 7			1,050
Shirts @ \$35 (5 ea) x7			245
Hats @ \$20 x7			140
Jackets x6			600
SUPPLIES	\$ 15,691	\$ 14,839	\$ 18,281
7025 COMPUTER EQUIPMENT<\$5,000	\$ 1,723	\$ 1,418	\$ -
7030 EQUIPMENT<\$5,000	\$ -	\$ -	\$ -
PROPERTY	\$ 1,723	\$ 1,418	\$ -
TOTAL ENGINEERING	\$ 680,908	\$ 773,378	\$ 822,398



GENERAL FUND

PUBLIC WORKS

Non-Departmental

LINE ITEMS	FY13 Actual	FY14 Estimate	FY15 Budget
1550 UNEMPLOYMENT COMPENSATION	\$ 12,115	\$ (1,531)	\$ 15,000
Unemployment Compensation			15,000
PERSONNEL COSTS	\$ 12,115	\$ (1,531)	\$ 15,000
6110 OFFICE SUPPLIES	\$ -	\$ -	\$ 1,500
Copy paper		-	1,500
6150 POSTAGE	\$ 1,650	\$ 2,100	\$ 2,250
Postage			2,250
SUPPLIES	\$ 1,650	\$ 2,100	\$ 3,750
TOTAL NON-DEPARTMENTAL	\$ 13,765	\$ 569	\$ 18,750
TOTAL PUBLIC WORKS	\$ 1,081,057	\$ 1,172,932	\$ 1,268,262



GENERAL FUND

PERSONNEL ADMINISTRATION

Mission for the Human Resources Division: Utilize efficient, innovative approaches in an effort to attract, develop, and sustain a diverse workforce committed to quality public service.

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 2013-14 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.
- ✓ Conducted and completed Salary Market Surveys.
- ✓ Sponsored Annual Health, Wellness and Safety Expo.
- ✓ Offered Wellness Programs for Employees and Dependents
- ✓ Conducted Annual Training for Blood borne Pathogens.
- ✓ Provided Annual Hearing Protection Training/Testing according to mandated requirements.
- ✓ Coordinated Training Programs with multiple divisions for Safety Training.
- ✓ Participated in Drug and Alcohol Testing Program Audit.



GENERAL FUND

PERSONNEL ADMINISTRATION

FY 2014-2015 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 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.
- ✓ Sponsor Annual Health, Wellness and Safety Expo.
- ✓ Offer Wellness Programs to employees and Dependents.
- ✓ Process and research claims against the City.

Performance Indicators

Measure	FY13 Actual	FY14 Estimate	FY15 Budget
Notary Acts	431	405	405
Employee Benefit and Training Workshops Facilitated	78	83	80
Personal Action Forms Processed	308	302	302
Applicant Testing	193	190	190
Medical Claims Assisted	140	90	90
Flexible Spending Participants	31	30	30
Benefit Orientation for New and Promoted Employees	132	92	92
Employees with Separation of Service	51	39	39
Safety Orientation for New and Promoted Employees	130	85	85
Recruitments Opened	75	65	65
Background Checks Processed	84	80	80
Applications Processed	963	850	850
Interviews Conducted	282	250	250
New Hired, Re-hired and Promoted Employees and Volunteers Processed	176	100	100



GENERAL FUND

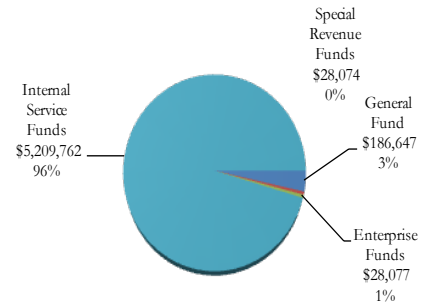
PERSONNEL ADMINISTRATION

	FY13 Actual	FY14 Estimate	FY15 Budget
Expenditures by Classification			
Personnel Costs	\$ 287,037	\$ 281,378	\$ 306,054
Services and Other Charges	4,521,186	4,662,943	5,129,405
Supplies	13,081	9,898	16,151
Property	852	2,044	950
Subtotal	\$ 4,822,156	\$ 4,956,263	\$ 5,452,560
Cost Recovery	\$ (4,655,816)	\$ (4,798,229)	\$ (5,265,913)
General Fund Total	\$ 166,340	\$ 158,034	\$ 186,647

Expenditures by Activity			
Personnel Administration	\$ 4,815,907	\$ 4,951,767	\$ 5,446,201
Wellness Program	\$ 6,249	\$ 4,496	\$ 6,359
Total	\$ 4,822,156	\$ 4,956,263	\$ 5,452,560

Staffing			
HR/Risk Manager	1.00	1.00	1.00
Human Resources Specialist	2.00	2.00	2.00
Risk & Safety Coordinator	0.00	0.00	0.00
Administrative Assistant	1.00	1.00	1.00
Total	4.00	4.00	4.00

Personnel Administration Funding Sources





GENERAL FUND

PERSONNEL ADMINISTRATION

LINE ITEMS	FY13 Actual	FY14 Estimate	FY15 Budget
1105 REGULAR FULL-TIME	\$ 214,609	\$ 212,454	\$ 233,098
1120 OTHER WAGES	33	-	-
1140 OVERTIME	510	669	500
1510 HEALTH INSURANCE	49,067	45,409	47,040
1531 MEDICARE	2,937	2,925	3,387
1533 ICMA RETIREMENT	19,468	19,289	21,141
1560 WORKERS COMPENSATION	413	632	888
PERSONNEL COSTS	\$ 287,037	\$ 281,378	\$ 306,054
3112 BUSINESS MEALS	\$ 1,001	\$ -	\$ 150
Food Items for Annual Benefit Fair			150
3220 MEDICAL SERVICES	\$ 2,946,074	\$ 2,922,739	\$ 3,034,121
Baseline Physicals for Police Dept 7 @ \$450/each; Physical are required bi-annually of officers in the following specialty units; SWAT, Forensics, Bomb Technicians, Narcotics and Lab Certified.			3,150
Independent Medical Evaluations x2 avg cost of \$1,500 each.			3,000
CDL New & Renewal Drug Screens - 40 at \$45			1,800
CDL New & Renewal Physicals - 40 Physicals @ 180 each. CDL Licenses are in Roads, Utilities, Parks, Transit, Fleet.			7,200
Mandated (Parks & WW)respirator medical evaluation 15 @\$40			600
Mandated hearing Test 88 at \$25 & substandard Treshold Outcome Testing 5 @ \$125			2,825
Mandated to offer Hep B Vaccination Series 22 at \$216. Series is 3 separate vaccinations.			4,752
Tests to verify immunity for Hep B from previous vaccinations. 21 @ \$81			1,701
Monthly service fee @ \$40 and CDL random drug screens for non-transit drivers 1 @\$35/1 @ \$80 breath alcohol test per month; CDL random drug screens for transit drivers 2 @ \$45 and 1 @ \$90 breath alcohol tests per month.			4,020
Post Accident Drug Screens and Breath Alcohol Test-All Departments 10@\$73, 12@\$33 & 12@\$80 & 24 @ \$144. This includes all Workers Comp, Vehicle & Equipment Damage and Accidents.			5,542
Med/Rx/Dental/Vision			2,999,531
3222 PRE-EMPLOYMENT MEDICAL	\$ 11,425	\$ 11,485	\$ 10,900
Pre-Employment Drug Screens for conditional offers x140 @ \$35 ea.			4,900
Pre-Employment Physicals for those positions that require physical exertion x32 @ \$200			6,000
3280 OTHER PROFESSIONAL SERVICES	\$ -	\$ 125	\$ 1,040
DMV Reports - 3 or less per month at \$15 ea.			540
Hazard Abatements that require a Contractor.			500



GENERAL FUND

PERSONNEL ADMINISTRATION

LINE ITEMS	FY13 Actual	FY14 Estimate	FY15 Budget
3430 BENEFIT PLANS ADMINISTRATOR	\$ 454,957	\$ 408,809	\$ 590,665
Long-term disability			52,342
Premiums/Claim Administration/General Operating Expenses			538,323
3435 BACKGROUND SCREENING	\$ 15,553	\$ 12,402	\$ 14,736
Pre-Employment Backgrounds x80 @ \$180 ea, plus Monthly Service Fee of \$28. Background check that includes criminal history check, AZ DPS Fingerprint check, driving record, credit and professional license check.			14,736
3825 CONTRACT LABOR	\$ -	\$ -	\$ 6,000
Hearing Officer for employee grievance process x1			6,000
4420 EQUIP. & VEHICLE RENTAL	\$ 343	\$ 307	\$ 25
Local travel with city vehicle			25
5210 PROPERTY & RISK INSURANCE	\$ 533,906	\$ 556,865	\$ 575,016
Budget based on risk management budget			7,016
General Liability and Excess Coverage.			568,000
5215 WORKERS COMP INSURANCE	\$ 395,186	\$ 597,748	\$ 675,000
Workers Compensation Premiums paid to AZ Risk/Retention Pool.			675,000
5255 LOSSES	\$ 146,124	\$ 142,472	\$ 200,000
Deductible for 2 cases at \$75,000 ea., \$25,000 in Workers Compensation, \$25,000 to settle claims against City, Damage to City property and City vehicles.			200,000
5430 OTHER ADVERTISING	\$ 3,579	\$ 4,052	\$ 4,200
Local ads for open recruitments x36 @ \$100 ea.			3,600
Special Ads/Brochure x1 @ \$600 ea.			600
5510 CUSTOM PRINTING	\$ 255	\$ -	\$ 180
Business Cards			40
Envelopes			140
5610 PER DIEM	\$ 640	\$ 81	\$ 672
Annual SHRM Conference.			102
Independent Medical Evaluation			100
Safety Summit			22
FMLA, HIPAA, FLSA Compliance Seminar			11
Workers Compensation Workshop			19
Required Certified Risk Manager Continuing Education Seminar			94



GENERAL FUND

PERSONNEL ADMINISTRATION

LINE ITEMS	FY13 Actual	FY14 Estimate	FY15 Budget
CPR/First Aid/AED Trainer Certification Update			68
Record Retention/Office Procedures/CDL Random Drug Screen Compliance Conference			11
OSHA 501 Trainer Class			170
Pool operator certification			53
Pest Control Certification			22
5621 LODGING	\$ 1,609	\$ 410	\$ 2,620
Annual SHRM Conference			450
Independent Medical Evaluation			220
Required Certified Risk Manager Continuing Education Seminar			460
AZ PRIMA Summer Education Series			275
CPR/First Aid/AED Trainer Certification Update			600
OSHA 501 Trainer Class			280
Pool Operator Certification.			335
5631 TRANSPORTATION	\$ 1,677	\$ 958	\$ 3,243
Annual SHRM Conference			125
AMMRP-trustee meetings, conferences and retreat			1,680
Independent Medical Evaluation			475
Required Certified Risk Manager Continuing Education Seminar			220
AZ PRIMA Summer Education Series			263
OSHA 501 Trainer Class			115
FMLA, HIPAA, FLSA Compliance Seminar			125
Record Retention/Office Procedures/CDL Random Drug Screen Compliance Conference			125
Workers Compensation Workshop			115
5650 MILEAGE REIMBURSEMENT	\$ 4	\$ 45	\$ 105
Reimbursement for local travel			30
Local Travel			75
5710 SEMINARS & CONFERENCES	\$ 2,874	\$ 594	\$ 4,517
Annual SHRM Conference			1,295
Pest Control Certification Tests x2			192
OSHA 501 Trainer Class			725
FMLA, HIPAA, FLSA Compliance Seminar			300
Record Retention/Office Procedures/CDL Random Drug Screen Compliance Conference			300
AZ PRIMA Summer Education Series			295



GENERAL FUND

PERSONNEL ADMINISTRATION

LINE ITEMS	FY13 Actual	FY14 Estimate	FY15 Budget
Pool Operator Certification. 2 Day Training course			590
Required Certified Risk Manager Continuing Education Seminar			420
Workers Compensation Workshop			400
5715 BOOKS & SUBSCRIPTIONS	\$ 2,788	\$ 1,780	\$ 3,127
Jobs Available Annual Subscription			-
Prospera Professional Addition			1,300
Unlimited access to training program which includes handouts and power point presentations for safety programs. Monthly Webinars and tracks mandated employee training records.			1,200
29 CFR 1910 OSHA General Industry Regulation Standards at \$42 each (2).			84
29 CFR 1926 Construction Regulation Standards at \$54 each (2)			108
On-line service for rating insurance			200
Pest Control Certification Manuals \$67 each			135
Poster Compliance Federal & State Employment Law Posters			100
5721 DUES & MEMBERSHIPS	\$ 2,361	\$ 1,374	\$ 1,898
International Public Management Association for Human Resources. Membership allows us to order Police Department study guides and testing materials			145
SHRM Membership Dues. Membership will give access to unlimited webinars, training, updates and monthly magazine			540
Arizona Public Risk Management Association Renewal			50
Certified Risk Manager Renewal			120
International Board of Occupational Health and Safety Renewal			120
International Municipal Signal Association Renewal			60
National Safety Council Instructor Renewal x3			160
Notary renewal			135
Pest Control Certification Dues and Fingerprint Charges x2 from Road/Parks Maint.			218
Public Risk Management Association Renewal			350
5740 MEETING EXPENSES	\$ 8	\$ 19	\$ 50
Water for interviews.			50
8501 MISC EXPENSES	\$ 231	\$ -	\$ -
SERVICES AND OTHER CHARGES	\$ 4,520,595	\$ 4,662,265	\$ 5,128,265



GENERAL FUND

PERSONNEL ADMINISTRATION

LINE ITEMS	FY13 Actual	FY14 Estimate	FY15 Budget
5731 TRAINING SUPPLIES	\$ 1,117	\$ -	\$ 592
First Aid/ CPR Training Materials and Supplies for non-required positions			160
First Aid/ CPR Training Materials and Supplies for required positions			432
6110 OFFICE SUPPLIES	\$ 1,756	\$ 2,374	\$ 2,230
1 Remanufactured Black Toner Cartridges Fax Machine			50
2 Remanufactured Black Toner Cartridges			100
ID Badge Supplies			305
Miscellaneous Office Supplies			550
Orientation Packet Supplies			175
Pens and pencils for testing			200
Personal Files			180
Toner Cartridges & Printhead Printer.			170
General office supplies			500
6120 SPECIALTY SUPPLIES	\$ 3,712	\$ 1,428	\$ 5,520
City Seal Wall Placque			-
First Aid Supplies.			2,000
Hazard Abatements			400
Personal Protective Equipment			2,620
Safety Incentive Program			500
6122 COMPUTER SOFTWARE	\$ 228	\$ 932	\$ -
6130 TESTING SUPPLIES	\$ 1,538	\$ 1,346	\$ 2,590
60 Study Guides; *Guides are purchased by applicants for \$5 and the money is put into account PDOC. General Fund Document Services.			300
Corporal testing based on 20 applicants. Price includes test, administrative fee, required reading materials and shipping.			890
Police Officer Testing Date x2; Figures are based on 40 tests per date.			1,400
SUPPLIES	\$ 8,351	\$ 6,080	\$ 10,932
7025 COMPUTER EQUIPMENT<\$5,000	\$ -	\$ 108	\$ -
7030 EQUIPMENT<\$5,000	\$ 689	\$ 1,936	\$ 950
Two Ergo Chairs at \$300 ea., Various Ergo Back Supports, Mouse Pads and Footrests \$350.			950
PROPERTY	\$ 689	\$ 2,044	\$ 950
TOTAL HUMAN RESOURCES	\$ 4,816,672	\$ 4,951,767	\$ 5,446,793



GENERAL FUND

PERSONNEL ADMINISTRATION

Wellness Program

LINE ITEMS	FY13 Actual	FY14 Estimate	FY15 Budget
3112 BUSINESS MEALS	\$ 344	\$ 678	\$ 750
Food for vendors at Annual Health~Wellness and Safety Expo			750
5715 BOOKS & SUBSCRIPTIONS	\$ 247	\$ -	\$ 390
Wellness and Safety Pamphlets & Brochures for programs throughout the year. On topic such as diabetes, nutrition and cancer prevention.			390
SERVICES AND OTHER CHARGES	\$ 591	\$ 678	\$ 1,140
6110 OFFICE SUPPLIES	\$ 4,687	\$ 3,818	\$ 5,219
Certificates for Wellness Programs.			50
Health, Wellness and Safety Expo Adult and Kids Bags. 400@\$6.25			2,500
Wellness Program incentive giveaways			300
Health, Wellness and Safety Expo Adult Raffle Items			500
Health, Wellness and Safety Expo Decorations, Invitations, Badges, Markers, Stamps, etc.			440
Health, Wellness and Safety Expo Kids Items			125
Health, Wellness and Safety Expo Stuffers for Bags. Stress Ball, Coloring Book, etc. 400 @ \$2			800
Read and Win Your Way to Wellness Raffle. 2 each month @\$21.			504
6120 SPECIALTY SUPPLIES	\$ 43	\$ -	\$ -
SUPPLIES	\$ 4,730	\$ 3,818	\$ 5,219
7025 COMPUTER EQUIPMENT<\$5,000	\$ -	\$ -	\$ -
7030 EQUIPMENT<\$5,000	\$ 163	\$ -	\$ -
PROPERTY	\$ 163	\$ -	\$ -
TOTAL WELLNESS PROGRAM	\$ 5,484	\$ 4,496	\$ 6,359
TOTAL PERSONNEL ADMINISTRATION	\$ 4,822,156	\$ 4,956,263	\$ 5,452,560

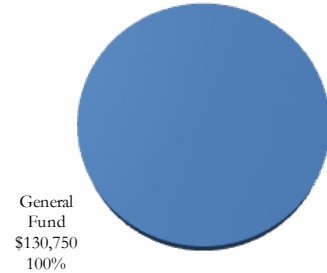


GENERAL FUND

ECONOMIC DEVELOPMENT

	FY13 Actual	FY14 Estimate	FY15 Budget
Expenditures by Classification			
Services and Other Charges	154,791	114,859	130,750
Total	\$ 154,791	\$ 114,859	\$ 130,750
Expenditures by Activity			
Economic Development	\$ 154,791	\$ 114,859	\$ 130,750
Total	\$ 154,791	\$ 114,859	\$ 130,750

Economic Development Funding Sources




LINE ITEMS	FY13 Actual	FY14 Estimate	FY15 Budget
3130 CHAMBER TOURISM	\$ 54,000	\$ 54,000	\$ 55,000
Chamber of Commerce Tourism annual contract			55,000
3132 ECONOMIC DEV AUTHORITY	\$ 100,000	\$ 60,000	\$ 75,000
BREDA annual contract			60,000
Retail study			15,000
3280 OTHER PROFESSIONAL SERVICES	\$ 791	\$ 859	\$ 750
Tax administration fee			750
SERVICES AND OTHER CHARGES	\$ 154,791	\$ 114,859	\$ 130,750
TOTAL ECONOMIC DEVELOPMENT	\$ 154,791	\$ 114,859	\$ 130,750



GENERAL FUND

CAPITAL OUTLAY

<h3>Budget Summary</h3> <p>Expenditures by Classification</p> <table border="0"> <tr> <td>Machinery & Equipment</td> <td style="text-align: right;">15,000</td> </tr> <tr> <td>Vehicles</td> <td style="text-align: right;">26,310</td> </tr> <tr> <td>Computer Related Equipment</td> <td style="text-align: right;">152,134</td> </tr> <tr> <td>Grand Total</td> <td style="text-align: right;">\$ 193,444</td> </tr> </table> <p>Expenditures by Activity</p> <table border="0"> <tr> <td>General Government</td> <td style="text-align: right;">\$ 193,444</td> </tr> <tr> <td>Total</td> <td style="text-align: right;">\$ 193,444</td> </tr> </table>	Machinery & Equipment	15,000	Vehicles	26,310	Computer Related Equipment	152,134	Grand Total	\$ 193,444	General Government	\$ 193,444	Total	\$ 193,444	<p>FY15 Budget</p>	<h3>Capital Outlay Funding Source</h3> <table border="0"> <tr> <td>General Fund</td> <td style="text-align: right;">\$193,444</td> <td style="text-align: right;">100%</td> </tr> </table> 	General Fund	\$193,444	100%
Machinery & Equipment	15,000																
Vehicles	26,310																
Computer Related Equipment	152,134																
Grand Total	\$ 193,444																
General Government	\$ 193,444																
Total	\$ 193,444																
General Fund	\$193,444	100%															

LINE ITEMS	FY15 Budget
7410 MACHINERY & EQUIPMENT	\$ 15,000
101.619-Air Conditioning Split Unit Replacements	15,000
7420 VEHICLES	\$ 26,310
101.9500-Replace motor pool vehicle	26,310
7435 COMPUTER RELATED EQUIPMENT	\$ 152,134
101.619-Replace core switches (76)	63,634
101.619-Replacement for file and print servers	33,000
101.619-Disaster recovery switch (3)	7,500
101.619-Replace UPS Batteries	18,000
101.619-Replace SQL Server	30,000
CAPITAL OUTLAY	\$ 193,444



SPECIAL REVENUE FUNDS

Special Revenue Funds

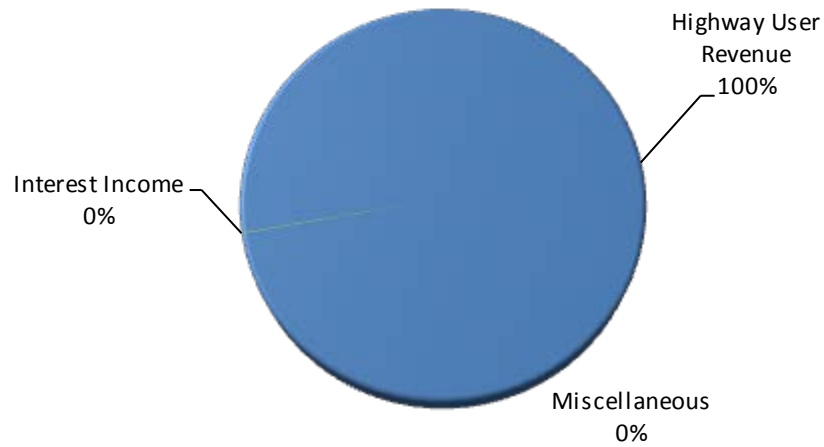
Streets Fund
Transit Fund
Special Events
CDBG/HOME Grants Fund
Water Impost Fund
Special Assessments Administration Fund
Senior Nutrition Fund
Police Grants Fund
Grants Fund
Court Enhancement Fund
Domestic Violence Assistance Fund
Court Fill the Gap Fund
RICO Fund
Court Judicial Collection Enhancement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



SPECIAL REVENUE FUNDS

STREETS FUND

The main source of revenue for this fund is from the Arizona Highway Users Revenue received from the State as a shared revenue. 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 FY13, Estimates for FY14 and FY15 Budget Projections.

	FY13 Actual	FY14 Estimate	FY15 Budget
Beginning Fund Balance, 7/1	\$ 501,354	\$ 770,921	\$ 1,053,084
Revenues			
Highway User Revenue	\$ 3,073,743	\$ 3,186,053	\$ 3,313,274
Interest Income	776	344	-
Miscellaneous	27,460	6,587	3,000
Total Revenues	\$ 3,101,979	\$ 3,192,984	\$ 3,316,274
Expenditures			
Highways and streets	\$ (2,198,061)	\$ (2,291,078)	\$ (2,956,163)
Debt Service	(232,495)	(332,171)	(332,197)
Capital Outlay	(26,438)	(113,805)	(14,050)
Capital projects	(375,418)	(173,767)	(500,000)
Total Expenditures	\$ (2,832,412)	\$ (2,910,821)	\$ (3,802,410)
Ending Fund Balance, 6/30	\$ 770,921	\$ 1,053,084	\$ 566,948

Fund balance available as of July 1, 2014 is estimated at \$1,053,084. This amount along with the anticipated funding sources of \$3,316,274 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 FY2015 total \$3,802,410. This leaves an estimated ending balance of \$566,948.

Funding Sources:

Arizona Highways Users Revenue: The FY2015 revenue estimate of \$3,313,274 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.



SPECIAL REVENUE FUNDS

STREETS FUND

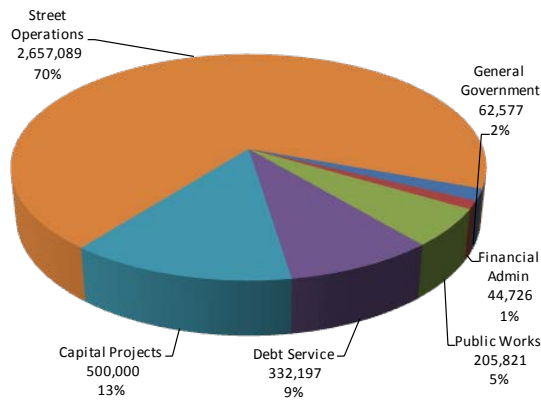
Sales Tax: A sales tax measure for a dedicated street sales tax of 1% for seven years was to be taken to Bullhead City voters in August 2014 for approval. Total revenue from the 1% sales tax increase was projected to be \$35 million for the seven-year period. A placeholder for revenue and expenditures were included in the budget.

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.

Miscellaneous Revenues: These are unanticipated revenues that may arise during the fiscal year.

Consolidated Fund Expenditure

	FY13 Actual	FY14 Estimate	FY15 Budget
Personnel	\$ 1,267,634	\$ 1,271,955	\$ 1,325,375
Services and other charges	419,399	466,454	499,081
Supplies	488,198	545,024	647,488
Property	22,888	7,645	5,000
Debt Service	32,495	32,171	32,197
Contingency	-	-	493,269
Capital Outlay	26,438	113,805	-
Subtotal	\$ 2,257,052	\$ 2,437,054	\$ 3,002,410
Transfers			
Debt Service	\$ 200,000	\$ 200,000	\$ 300,000
Capital Projects	375,418	173,767	500,000
Subtotal	\$ 575,418	\$ 373,767	\$ 800,000
Grand Total	\$ 2,832,470	\$ 2,810,821	\$ 3,802,410





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.

The Street Maintenance Division is responsible for the maintenance of our city streets, pedestrian facilities, storm sewers and open channel drainage facilities. This includes repair 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.

Goal: Provide timely, efficient and cost-effective street and right-of-way maintenance; address short and long-term street maintenance issues within the City; prolong the useful life of the City’s roadways.

Performance Measures	FY 13 Actual	FY 14 Estimate	FY 15 Budget
Shoulder Maintenance (Lane Miles)	60	80	80
Sectional Repairs (Square Feet)	49,650	48,000	50,000
Creek Seal Used (Lane Miles)	150	150	200
Curb, Gutter and Sidewalk (Linear Feet)	6,843	6,000	6,000
Turn-around time for Customer Service Request (Days)	1	1	1
Road Striping (Linear Feet)	6,843	6,000	6,000

Prior Year Results and Outcomes:

- Incurred 3,000 man-hours responding to flash flood clean-up.
- Manufactured 1,600 signs.
- Installed or repaired 1,000 signs.
- Responded to 100 Street Light Repair Request.
- Removed 2,500 cubic yards of weed and trash debris.
- Responded to 200 Street Service Request.
- Responded to 35 Weed and Trash Complaints.



SPECIAL REVENUE FUNDS

STREETS FUND

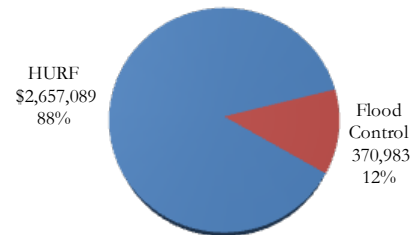
Street Operations

<u>Expenditure Summary</u>	<u>FY13 Actual</u>	<u>FY14 Estimate</u>	<u>FY15 Budget</u>
Expenditures by Classification			
Personnel Costs	\$ 1,119,388	\$ 1,157,016	\$ 1,232,478
Services and Other Charges	316,819	543,839	588,746
Supplies	494,367	539,913	643,579
Property	482,381	120,032	70,000
Contingency	-	-	493,269
Subtotal	\$2,412,955	\$ 2,360,800	\$ 3,028,072
Cost Recovery	(217,226)	(241,510)	(370,983)
Total	\$2,195,729	\$ 2,119,290	\$ 2,657,089

Expenditures by Activity			
Highway and Streets	2,412,955	2,360,800	3,028,072
Total	\$2,412,955	\$ 2,360,800	\$ 3,028,072

Staffing			
Field Operations Manager	1.00	1.00	1.00
Foreman	1.00	1.00	1.00
Maintenance Worker I	11.00	11.00	11.00
Maintenance Worker II	3.00	3.00	3.00
Maintenance Worker III	2.00	2.00	2.00
Office Assistant II	1.00	1.00	1.00
Highways & Streets	19.00	19.00	19.00

Street Operations
Funding Sources





SPECIAL REVENUE FUNDS

STREETS FUND

Street Operations

LINE ITEMS	FY13	FY14	FY15
	Actual	Estimate	Budget
1105 REGULAR FULL-TIME	\$ 630,100	\$ 634,619	\$ 681,978
1120 OTHER WAGES	85,709	95,033	79,729
1125 STAND BY WAGES	15,213	15,222	17,597
1140 OVERTIME	27,322	32,602	40,000
1160 ACCRUED HOURS PAID	21,369	2,880	-
1510 HEALTH INSURANCE	204,936	216,675	222,264
1530 SOCIAL SECURITY	5,220	6,453	5,067
1531 MEDICARE	9,804	10,660	11,880
1533 ICMA RETIREMENT	62,493	61,854	66,751
1550 UNEMPLOYMENT COMPENATION	-	916	-
1560 WORKERS COMPENSATION	57,222	80,102	107,212
PERSONNEL COSTS	\$ 1,119,388	\$ 1,157,016	\$ 1,232,478
3101 LEGAL NOTICES	\$ -	\$ -	\$ 500
Legal Notices for Asphalt, Crack Seal and Concrete Bids			500
3280 OTHER PROFESSIONAL SERVICES	\$ 60	\$ -	\$ 12,000
Traffic Signal Specialist for Emergency Situations			12,000
3810 PERMITTING & MISC. FEES	\$ 60	\$ 215	\$ 125
CDL			125
4105 WATER	\$ 14,933	\$ 14,407	\$ 16,635
ACCT # 368292-2 31 HYDRANT METER \$411/Month 5% 1235 Alonas Way			5,040
Acct. #089839-8 886 Ramar Road O \$20/Month			240
Acct. #089840-6 791 Ramar Road O \$20/Month			240
Acct. #089841-4 843 Ramar Road O \$20/Month			240
Acct. #089844-8 673 Ramar Road Irrigation \$20/Month			240
Acct. #089848-9 613 Ramar Road Irrigation \$20/Month			240
Acct. #089871-1 1920 Riviera Blvd Irrigation \$20/Month			240
Acct. #089872-9 1891 Riviera Blvd Irrigation \$20/Month			240
Acct. #089876-0 1857 Riviera Blvd Irrigation \$20/Month			240
Acct. #144850-8 54 Hydrant Meter \$231/Month 5%			2,772
Acct. #162226-8 39 Hydrant Meter \$215/Month Locust and Oak Cir Hydrant 5%			2,583
Acct. #168656-0 700 Hydrant Meter \$360/Month 2031 Klondike Wy			4,320
4110 ELECTRICITY	\$ 359	\$ 91	\$ -
4111 STREETS-ELECTRICITY	\$ 166,588	\$ 184,658	\$ 187,116
Sub Account 303 1392 Hancock Circle \$105/Month			1,260
Account 3849300000 LaPuerta Road Lights \$41/Month			492
Sub Account 021 Traffic Lt Hwy/Plata \$100/Month□			1,200
Sub Account 026 Traffic Lt Hwy/Slvr Crk \$380/Month□			4,560
Sub Account 030 Traffic Lt Hwy/Bridge \$147/Month□			1,764
Sub Account 031 City Security Lights (44) \$348/Month□			4,176



SPECIAL REVENUE FUNDS

STREETS FUND

Street Operations

LINE ITEMS	FY13 Actual	FY14 Estimate	FY15 Budget
Sub Account 036 Traffic Lt Hwy/Marina \$104/Month□			1,248
Sub Account 037 Traffic Lt Hwy/BH SQ \$100/Month□			1,200
Sub Account 038 Traffic Lt Hwy-Hancock \$95/Month□			1,140
Sub Account 039 Traffic Lt Hwy/Ramar \$106/Month□			1,272
Sub Account 047 Black Mtn/Miracle Mile \$85/Month□			1,020
Sub Account 050 Traffic Lt Hwy/3Rd Street \$89/Month□			1,068
Sub Account 056 894 Hnck Rd/Hnck St Lts \$1399/Month□			16,788
Sub Account 059 Traffic Lt Hnck/Clrwtr \$53/Month□			636
Sub Account 060 Traffic Lt Hancock/Trane \$59/Month□			708
Sub Account 061 Traffic Lt Hnck/Lakeside \$61/Month□			732
Sub Account 063 Sunridge St Lts 100 Watt \$240/Month□			2,880
Sub Account 066 Sunridge St Lts 250 Watt \$199/Month□			2,412
Sub Account 070 Pedestal A \$310/Month□			3,720
Sub Account 072 Pedestal C Hwy/Summit Way \$400/Month□			4,800
Sub Account 073 Pedestal D \$100/Month□			1,200
Sub Account 074 Pedestal E \$444/Month□			5,328
Sub Account 075 Pedestal F/Acrss Fr Chmb \$423/Month□			5,076
Sub Account 076 Pedestal G \$400/Month□			4,800
Sub Account 077 Pedestal H \$440/Month□			5,280
Sub Account 078 Pedestal I \$451/Month□			5,412
Sub Account 079 Pedestal J/Bridge \$169/Month□			2,028
Sub Account 082 Pedestal B \$400/Month□			4,800
Sub Account 084 2262 Pinta Rosa SL Mtr \$130/Month□			1,560
Sub Account 085 2268 Hi Jolly Dr Sl Mtr \$156/Month□			1,872
Sub Account 086 2150 Sierra Santiago Sl Mtr \$225/Month□			2,700
Sub Account 087 2206 Hi Jolly Dr Sl Mtr \$200/Month□			2,400
Sub Account 094 Traffic Lt Hwy/BH Pkwy \$114/Month□			1,368
Sub Account 103 Sl Rnch Colo/Intrst Pl \$100/Month□			1,200
Sub Account 104 Sl Rnch Colo/Intrst Pl \$80/Month□			960
Sub Account 105 1615 Hwy 95 Traffic Lts \$81/Month□			972
Sub Account 115 Traffic Lt Marina/Lakeside \$94/Month□			1,128
Sub Account 128 Traffic Lt Hwy/Meadows \$96/Month□			1,152
Sub Account 133 Traffic Sign Hwy 68/McCor \$104/Month□			1,248
Sub Account 143 Lt Locust/Parkway \$67/Month□			804
Sub Account 145 Traffic Lt Hwy/Mohave \$96/Month□			1,152
Sub Account 146 Traffic Lt Hwy/Walmart \$85/Month□			1,020



SPECIAL REVENUE FUNDS

STREETS FUND

Street Operations

LINE ITEMS	FY13 Actual	FY14 Estimate	FY15 Budget
Sub Account 166 Sig Crnr Riverview/95 \$90/Month□			1,080
Sub Account 171 River Bend 15Sl \$127/Month□			1,524
Sub Acct 178 Landon/Hwy 68 Signal \$38/Month			456
Sub Acct 181 Riviera Street Lts 213 \$1257/Month			15,084
Sub Acct 182 Riviera Street Lts 69 \$1060/Month			12,720
Sub Acct 188 3816 Rising Sun Rd \$370/Month			4,440
Sub Acct 189 876 Marina Blvd \$149/Month			1,788
Sub Acct 249 Hwy 95 - Sams Club \$105/Month			1,260
Sub Acct 264 Hwy 95/Long Traffic Lt \$88/Month			1,056
Sub Acct 269 2557 Joshua Tree Ln S/L Ped \$120/Month			1,440
Sub Acct 270 Sunridge 2 Sec Lts \$15/Month			180
Sub Acct 271 1640 Bullhead Pkwy S/L Ped \$100/Month			1,200
Sub Acct 272 2596 Landon Drive \$110/Month			1,320
Sub Acct 273 1901 Hwy 95 Traffic Signal \$110/Month			1,320
Sub Acct 274 3401 Highway 95 Signal \$75/Month			900
Sub Acct 281 1069 Riverfront Dr S/L \$40/Month			480
Sub Acct 282 1505 Bullhead Parkway \$98/Month			1,176
Sub Acct 292 Traffic Lt. BH Pkwy/Oatman Rd \$80/Month			960
Sub Acct 299 1110 Chaparral Drive SL \$33/Month			396
Sub Acct 302, 1064 Highway 95 \$105/Month			1,260
Sub Acct 304, 2091 Highway 95 \$105/Month			1,260
Sub Acct 305, 1197 Highway 95 \$105/Month			1,260
Sub Acct 306 1095 Highway 95 \$105/Month			1,260
Sub Acct 184 S/L Ped Se/4 Riverview/Hwy 95 \$255/Month			3,060
Sub Acct 185 S/L Ped Mohave Dr/Hwy 95 \$425/Month			5,100
Sub Acct 186 S/L Ped Rainbow/Hwy 95 \$458/Month			5,496
Sub Acct 187 SL Ped NE Crnr Hwy 95/Pkwy \$475/Month			5,700
Sub Acct 201 Signal Hwy 95/Air Park \$102/Month			1,224
Sub Acct 210 2798 Desert Stars Ln S/L Ped \$91/Month			1,092
Sub Acct 223 2035 Lakeside Dr S/L Ped \$150/Month			1,800
Sub Acct 225 Traffic Lt Silver Ck/Pkw \$148/Month			1,776
Sub Acct 226 2425 Adobe Rd Traffic Lt \$126/Month			1,512
4125 TELEPHONE	\$	4,751	4,804
763-5665 Monthly Cost \$58			696
763-9400 \$6845/month, 65% to Gen Fund 25% to WW & 5% Streets/Transit			4,108



SPECIAL REVENUE FUNDS

STREETS FUND

Street Operations

LINE ITEMS	FY13 Actual	FY14 Estimate	FY15 Budget
4130 REFUSE	\$ 14,565	\$ -	\$ 2,000
Landfill-Fees incurred over and above usual roll-off fees.			1,000
Landfill dump fees		-	1,000
4320 GENERAL EQUIPMENT REPAIRS	\$ 3,296	\$ 9,238	\$ 4,000
Radios Repair			1,000
Small Tools and Equipment Repair			3,000
4330 VEHICLE REPAIRS & SERVICE	\$ 200,787	\$ 238,351	\$ 265,750
Fleet Rental Charges			258,750
Community Worker Program			7,000
4390 OTHER REPAIRS & MAINT.	\$ 7,220	\$ 9,875	\$ 9,350
Annual traffic signal testing/inspections			9,000
Backflow meter testing/certification			350
4343 SOFTWARE/HARDWARE AGREEMENT	\$ 1,959	\$ 1,959	\$ 2,009
Pavement Maintenance Program			2,009
Annual Traffic Signal Testing & Certifications			9,000
Backflow Certification Service			350
4420 EQUIP. & VEHICLE RENTAL	\$ 6,041	\$ 4,488	\$ 10,500
Equipment Rental			4,000
Tower Site Rental at \$150/month			1,800
Rental Equipment needed for Flood Cleanup			4,700
5210 PROPERTY & RISK INSURANCE	\$ 71,446	\$ 71,446	\$ 68,554
Allocation of property & risk insurance			68,554
5310 WIFI SERVICE	\$ 272	\$ 362	\$ 377
Internet service \$627/month, 65% GF, 25% WW, 5% HURF and 5% Transit			377
5320 CELLULAR SERVICE	\$ 1,815	\$ 2,167	\$ 1,782
Cellular service pooled minutes plan \$34/month (4) & smartphone \$55/month			1,782
5510 CUSTOM PRINTING	\$ -	\$ 37	\$ -
5610 PER DIEM	\$ -	\$ 238	\$ 650
IMSA Work Zone Safety Training -(2 trips)2 employees, 5 days/4 nights			650
5621 LODGING	\$ -	\$ -	\$ 800
IMSA Work Zone Safety Training - (2 trips)2 guests, 1 room, 4 nights/5 days			800
5631 TRANSPORTATION	\$ -	\$ 1,209	\$ 400
IMSA Work Zone Safety Training - (2 trips)			400
5710 SEMINARS & CONFERENCES	\$ 85	\$ 90	\$ 440
IMSA Training			340
Plant, Insect & Landscape Professionals			100



SPECIAL REVENUE FUNDS

STREETS FUND

Street Operations

LINE ITEMS	FY13	FY14	FY15
	Actual	Estimate	Budget
5715 BOOKS & SUBSCRIPTIONS	\$ -	\$ -	\$ 600
Miscellaneous Training Books			600
5721 DUES & MEMBERSHIPS	\$ 130	\$ 207	\$ 354
APWA			194
IMSA membership dues for 2 employees \$80/each			160
SERVICES AND OTHER CHARGES	\$ 494,367	\$ 543,839	\$ 588,746
4360 SUPPLIES-STREET	\$ 29,613	\$ 36,491	\$ 49,000
Glass Beads, Striping Paint, Tack Oil			35,000
Grates, Manhole Covers, Meter Boxes			4,000
Traffic cones			10,000
4361 STREETS-PATCHING	\$ 125,379	\$ 130,570	\$ 140,000
Crack Sealant			125,000
QPR Cold Patch			15,000
4362 STREETS-ASPHALT	\$ 18,760	\$ 68,901	\$ 80,000
Asphalt purchase for placement throughout the city			80,000
4363 STREETS-CURBS & SIDEWALKS	\$ 31,867	\$ 24,289	\$ 60,000
Concrete purchase for placement throughout the city			60,000
4364 STREETS-SIGNS	\$ 34,720	\$ 21,948	\$ 40,000
Sign Blanks and Materials throughout the City and Special Event signage			40,000
6110 OFFICE SUPPLIES	\$ 4,976	\$ 6,099	\$ 5,500
Drinking Water			4,500
Miscellaneous Office Supplies			1,000
6120 SPECIALTY SUPPLIES	\$ 65,950	\$ 92,212	\$ 72,600
Belts, hoses, clamps, lube ftg, etc.			2,000
Concrete Laying Supplies - Portland II Cement, Quikrete			6,000
Drill bits, nuts, washers, screws, locks, saw blades, extension cord, impact sprinkler, wrenches, liners, conduit, PVC pipe, paint, machine oil, wood, clamps, cam locks, couplers			12,000
Electric Parts-Connectors, Fuses, Tape, Hole Saw Kit, Bushings, Couplings, Sensors, etc.			10,000
Flags for highways			10,000
Ice			3,000
Propane			600
Safety Supplies - Electrolyte Mix, Safety Glasses, Sunscreen, Antiseptic, Gloves, Welding Helmet, Waders, Earplugs, Masks, Fall Protection			4,000
Safety supplies for Community Worker Program			750
Signal Supplies			21,250
Replace broken and damaged traffic counters			-
Welding Supplies - Oxygen, Acetylene, Wheel brush			3,000



SPECIAL REVENUE FUNDS

STREETS FUND

Street Operations

LINE ITEMS	FY13	FY14	FY15
	Actual	Estimate	Budget
6122 COMPUTER SOFTWARE	\$ -	\$ 1,195	\$ -
6210 GASOLINE	\$ 45,253	\$ 42,864	\$ 51,394
12,106 gallons @ \$3.50/gal			42,371
Fuel Facility Equip Replacement \$.08/gal			1,148
Community Worker Prgrm 2,250 gallons @ \$3.50/gal			7,875
6220 DIESEL	\$ 117,635	\$ 103,163	\$ 131,071
34,222 gallons @ \$3.75/gal			128,333
Fuel Facility Equip Replacement \$.08/gal			2,738
6410 UNIFORMS	\$ 8,228	\$ 7,739	\$ 9,014
Jackets for Permanent and Temporary Employees (10) \$120 ea			1,200
Pants & Shirts for Permanent and Temporary Employees			4,064
Steel Toed Boots @ \$150 each (25)			3,750
6520 CHEMICAL PRODUCTS	\$ -	\$ 4,442	\$ 5,000
Weed control supplies for in Right-of Way			5,000
SUPPLIES	\$ 482,381	\$ 539,913	\$ 643,579
7015 APPLIANCES	\$ -	\$ 647	\$ -
7020 TOOLS	\$ 9,007	\$ 4,650	\$ 5,000
Miscellaneous Small Tools			5,000
7025 COMPUTER EQUIPMENT<\$5,000	\$ -	\$ 930	\$ -
7030 EQUIPMENT<\$5,000	\$ 13,300	\$ -	\$ -
7410 MACHINERY & EQUIPMENT	\$ 294,512	\$ 113,805	\$ 65,000
Loader			30,000
Hydroseeding system			35,000
PROPERTY	\$ 316,819	\$ 120,032	\$ 70,000
8999 CONTINGENCY	\$ -	\$ -	\$ 493,269
Contingency from operating revenues			493,269
CONTINGENCY	\$ -	\$ -	\$ 493,269
TOTAL STREET OPERATIONS	\$ 2,412,955	\$ 2,360,800	\$ 3,028,072



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 complimentary 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.

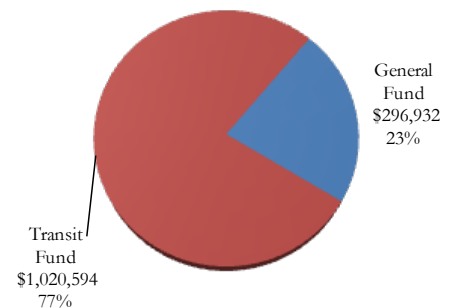
The Bullhead City Senior Center Transportation Program provides transportation services designed to encourage independence, enhanced quality of life, and social interaction for the elderly and disabled. Qualified volunteer drivers help passengers that generally require assistance with mobility. Primary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

	FY13 Actual	FY14 Estimate	FY15 Budget
Expenditures by Classification			
Personnel Costs	\$ 539,699	\$ 624,373	687,875
Services and Other Charges	159,876	200,261	212,166
Supplies	145,464	137,667	172,985
Property	262,808	145,644	244,500
Grand Total	\$ 1,107,847	\$ 1,107,945	\$ 1,317,526

Expenditures by Activity			
Senior Transportation	\$ 31,879	\$ 45,349	\$ 78,751
Transit	1,075,968	1,062,596	1,238,775
Total	\$ 1,107,847	\$ 1,107,945	\$ 1,317,526

Staffing			
Human Services & Transit Director	0.00	1.00	1.00
Office Specialist I	0.00	1.00	1.00
Transit Bus Driver	5.00	5.00	5.00
Transit Dispatcher	1.00	0.00	0.00
Transit Manager	1.00	0.00	0.00
Transit Operations Supervisor	0.00	1.00	1.00
Total	7.00	8.00	8.00

Transit Funding Sources





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, enhance quality of life, and social interaction for the elderly and disabled.

2013-14 Highlights

- ✓ Worked with Transit commission to update transit system goals and object
- ✓ Prepared and adopted the 2014 Short Range Transit Plan (SRTP)
- ✓ Prepared and adopted ADOT Disadvantaged Business Enterprise Plan
- ✓ Conducted a variety of surveys to gain insight from transit patrons, stakeholders, major employers, and others
- ✓ Updated and unified the Bullhead Area Transit brand with vehicle wraps, bus stop signage, refurbished bus shelters, and employee uniforms
- ✓ Worked to maintain a reliable transit service fleet by purchasing two (2) new ADA accessible replacement vehicles
- ✓ Provided First Aid/CPR, defensive driving and passenger service and safety training
- ✓ Applied for and was awarded a \$1.1 million FTA Section 5311 grant to continue rural transit service
- ✓ Applied for and was awarded a \$40,000 FTA Section 5310 grant for Senior Van operations
- ✓ Entered into a \$26,400 contract with WACOG for caregiver outreach
- ✓ Retained transit sponsorships with WARMC and Katherine Heights
- ✓ Conduct public outreach in advance of implementing service changes
- ✓ Adopted revised transit advertising rates
- ✓ Continued participation with the WACOG Coordinated Council
- ✓ Upgraded transit radio system
- ✓ Served on the Technical Advisory Committee for the Fort Mohave Indian Tribe transit feasibility study
- ✓ Participated in Mohave County's Health Impact Assessment of Rotary Park

2014-15 Objectives

- ✓ Augment local match for FTA grant with in-kind services
- ✓ Optimize current services by implementing Year 1 recommendations of the SRTP
- ✓ Implement marketing recommendation contained in the SRTP
- ✓ Implement registration of personal care attendants
- ✓ Recertify Dial-a-Ride passengers whose certification is expiring
- ✓ Apply for FTA Section 5311 grant to continue rural transit service
- ✓ Update the ADA Paratransit Plan
- ✓ Train and recertify employees as needed in First Aid/CPR, safety, defensive driving, passenger service and safety, and emergency preparedness
- ✓ Implement dispatch enhancement for demand-response services
- ✓ Implement automated passenger counter and vehicle locator system
- ✓ Upgrade transit system security/surveillance system



SPECIAL REVENUE FUNDS

TRANSIT FUND

2014-15 Objectives Con't

- ✓ Maintain a reliable transit service fleet by purchasing one new ADA accessible replacement bust
- ✓ Collect and organize policies, practices, equipment, and training to create a Transit Driver Safety Tool Kit
- ✓ Conduct a planning study to prepare implementation of optimization and reallocation recommendations of the SRTIP

Performance Indicators

Measure	FY13 Actual	FY14 Estimate	FY15 Budget
Fixed Route Service			
Passenger trips	156,312	164,746	169,800
Vehicle service miles	214,588	206,497	205,700
Passenger trips per mile	0.73	0.80	0.83
Vehicle service hours	13,291	13,346	13,346
Trips per service hour	11.76	12.34	12.72
Vehicle deadhead miles	6,667	6,689	3,348
Deadhead miles as percent of total miles	3.1%	3.2%	1.6%
Demand-Response Service			
Passenger trips	9,655	9,394	9,500
Vehicle service miles	73,239	72,424	75,420
Passenger trips per mile	0.13	0.13	0.13
Vehicle service hours	1,419	1,417	1,420
Paratransit service hours	3,817	3,860	3,873
Trips per service hour	1.84	1.78	1.79
Recertify Dial-a-Ride passenger eligibility	-	30	55



SPECIAL REVENUE FUNDS

TRANSIT FUND

Senior Transportation

LINE ITEMS	FY13	FY14	FY15
	Actual	Estimate	Budget
1105 REGULAR FULL-TIME	\$ 6,471	\$ 23,728	\$ 37,379
1120 OTHER WAGES	-	-	9,782
1140 OVERTIME	100	-	-
1510 HEALTH INSURANCE	837	4,859	5,968
1530 SOCIAL SECURITY	-	11	606
1531 MEDICARE	16	66	331
1533 ICMA RETIREMENT	618	2,106	3,383
1536 DEFERRED COMPENSATION	281	935	1,212
1560 WORKERS COMPENSATION	37	75	1,425
PERSONNEL COSTS	\$ 8,360	\$ 31,780	\$ 60,086
3112 BUSINESS MEALS	\$ -	\$ 33	\$ 100
Vounteer appreciation/recognition			100
4330 VEHICLE REPAIRS & SERVICE	\$ 6,913	\$ 4,847	\$ 5,700
FY 2014 (1) 2006 10-passenger vehicle and (1) 2013 minivan			5,700
4343 SOFTWARE/HARDWARE AGREEMENT	\$ -	\$ -	\$ 1,500
Dispatch software agreement shared with transit (BATS)			1,500
4420 EQUIP. & VEHICLE RENTAL	\$ 1,426	\$ -	\$ -
5210 PROPERTY & RISK INSURANCE	\$ -	\$ 1,744	\$ 2,281
Risk management allocation based on budget and head count			2,281
5320 CELLULAR SERVICE	\$ 369	\$ 328	\$ 640
Cellular service pooled minutes phone plan \$33/month (1)			400
Transit radio service \$10/mo x 2			240
5510 CUSTOM PRINTING	\$ -	\$ -	\$ 200
Print customer information materials			200
SERVICES AND OTHER CHARGES	\$ 8,708	\$ 6,952	\$ 10,421
6115 AWARDS	\$ -	\$ 97	\$ 100
Vounteer appreciation/recognition			100
6210 GASOLINE	\$ 13,941	\$ 5,444	\$ 7,644
2,134 gallons @ \$3.50			7,469
Fuel Facility Equip Replacement \$.08/gallon			175
6225 TIRES	\$ 870	\$ -	\$ -
6410 UNIFORMS	\$ -	\$ 495	\$ 500
Uniforms			500
SUPPLIES	\$ 14,811	\$ 6,036	\$ 8,244
7030 EQUIPMENT<\$5,000	\$ -	\$ 581	\$ -
PROPERTY	\$ -	\$ 581	\$ -
TOTAL SENIOR TRANSPORTATION	\$ 31,879	\$ 45,349	\$ 78,751



SPECIAL REVENUE FUNDS

TRANSIT FUND

Bullhead Area Transit System (BATS)

LINE ITEMS	FY13	FY14	FY15
	Actual	Estimate	Budget
1105 REGULAR FULL-TIME	\$ 259,118	\$ 289,411	\$ 292,042
1120 OTHER WAGES	128,678	153,474	168,313
1140 OVERTIME	4,196	3,736	4,000
1510 HEALTH INSURANCE	81,875	79,607	86,230
1530 SOCIAL SECURITY	8,006	9,697	10,435
1531 MEDICARE	4,464	5,290	5,608
1533 ICMA RETIREMENT	23,779	26,358	26,792
1536 DEFERRED COMPENSATION	3,726	3,599	3,879
1550 UNEMPLOYMENT COMPENSATION	7,915	(1,555)	-
1560 WORKERS COMPENSATION	9,581	22,976	30,490
PERSONNEL COSTS	\$ 531,338	\$ 592,593	\$ 627,789
3101 LEGAL NOTICES	\$ -	\$ -	\$ 100
Legal notices			100
3205 AUDITING SERVICES	\$ 1,400	\$ 1,400	\$ 1,400
Admin program audit			1,400
3280 OTHER PROFESSIONAL SERVICES	\$ -	\$ -	\$ 15,000
Planning study to implement transit system optimization contained in 2014 Bullhead City Short Range Transit Plan			15,000
3815 LABORATORY SERVICES	\$ -	\$ -	\$ 2,000
Substance abuse program testing			2,000
3825 CONTRACT LABOR	\$ -	\$ 160	\$ -
4105 WATER	\$ 688	\$ 471	\$ -
4110 ELECTRIC	\$ 2,332	\$ 1,787	\$ -
4125 TELEPHONE	\$ 3,961	\$ 3,785	\$ 2,206
704-2287/Long Distance 5% of Monthly Billing			2,206
4330 VEHICLE REPAIRS & SERVICE	\$ 120,828	\$ 148,299	\$ 116,100
Vehicle Repair/Maintenance Service			116,100
4343 SOFTWARE/HARDWARE AGREEMENT	\$ -	-	12,300
Dispatch software			1,500
Automatic passenger counter service/GPS service			10,800
4390 OTHER REPAIRS AND MAINTENANCE	\$ -	\$ 11,250	\$ -
4420 EQUIP. & VEHICLE RENTAL	\$ 197	\$ -	\$ -
4440 OFFICE EQUIPMENT LEASE	\$ 261	\$ 790	\$ 800
Copier lease			800
5210 PROPERTY & RISK INSURANCE	\$ 18,383	\$ 18,270	\$ 37,886
Property & Risk Insurance			37,886



SPECIAL REVENUE FUNDS

TRANSIT FUND

Bullhead Area Transit System (BATS)

LINE ITEMS	FY13	FY14	FY15
	Actual	Estimate	Budget
5310 WIFI SERVICE	\$ 272	\$ 331	\$ 377
Internet Services MOVE TO GENERAL FUND			377
5320 CELLULAR SERVICE	\$ 4,400	\$ 3,892	\$ 3,936
Radio Service \$10/mo x 13			1,560
Cell phone service \$33/mo x 6			2,376
5430 OTHER ADVERTISING	\$ 342	\$ 1,505	\$ 2,900
Advertising/Marketing			2,900
5510 CUSTOM PRINTING	\$ 1,836	\$ 2,288	\$ 3,000
Coupon books, guides, brochures, envelopes and passes			3,000
5610 PER DIEM	\$ 758	\$ 536	\$ 500
RTAP reimbursable travel AZTA \$1660; NTI \$690; ADOT \$1290			500
5621 LODGING	\$ 3,287	\$ 2,075	\$ 2,000
RTAP reimbursable travel AZTA \$1660; NTI \$690; ADOT \$1290			2,000
5631 TRANSPORTATION	\$ 2,295	\$ 570	\$ 940
RTAP reimbursable travel AZTA \$1660; NTI \$690; ADOT \$1290			940
5710 SEMINARS & CONFERENCES	\$ 125	\$ 468	\$ 200
RTAP reimbursable travel AZTA \$1660; NTI \$690; ADOT \$1290			200
5715 BOOKS & SUBSCRIPTIONS	\$ -	\$ 66	\$ 100
Local newspaper subscription			100
SERVICES AND OTHER CHARGES	\$ 161,365	\$ 197,943	\$ 201,745
5731 TRAINING SUPPLIES	\$ -	\$ 725	\$ 200
Instructor supplies for Transit employee training			200
6110 OFFICE SUPPLIES	\$ 1,410	\$ 1,059	\$ 1,000
Pens, Paper, Folders, Coin Wrappers			1,000
6120 SPECIALTY SUPPLIES	\$ 1,065	\$ 2,132	\$ 3,000
Squeegees, brooms, clocks, bungee cords, flashlights, batteries			3,000
6210 GASOLINE	\$ 116,898	\$ 106,430	\$ 127,356
35,574 gal at \$3.50/gal			124,510
Fuel facility equip replacement @.08/gal			2,846
6220 DIESEL	\$ 550	\$ 13,402	\$ 29,685
7,750 gal at \$3.75/gal			29,065
Fuel facility equip replacement @.08/gal			620
6410 UNIFORMS	\$ 534	\$ 3,248	\$ 3,500
Uniforms for staff			3,500
SUPPLIES	\$ 120,457	\$ 126,996	\$ 164,741



SPECIAL REVENUE FUNDS

TRANSIT FUND

Bullhead Area Transit System (BATS)

LINE ITEMS	FY13	FY14	FY15
	Actual	Estimate	Budget
7025 COMPUTER EQUIPMENT <\$5,000	\$ -	\$ 1,639	\$ 2,700
Computers x3			2,700
7030 EQUIPMENT <\$5,000	\$ 2,822	\$ 18,612	\$ -
7410 MACHINERY & EQUIPMENT	\$ 259,986	\$ 119,421	\$ 241,800
Bus			145,000
Dispatch software			22,000
Data collection/reporting			50,000
Replace security system			24,800
7430 FURNITURE & FIXTURES	\$ -	\$ 5,392	\$ -
PROPERTY	\$ 262,808	\$ 145,064	\$ 244,500
TOTAL TRANSIT	\$ 1,075,968	\$ 1,062,596	\$ 1,238,775
GRAND TOTAL	\$ 1,107,847	\$ 1,107,945	\$ 1,317,526



SPECIAL REVENUE FUNDS

SPECIAL EVENTS FUND

The Special Event Fund accounts for the revenues and expenditures related to providing special events to promote tourism and economic benefit.

	FY13 Actual	FY14 Estimate	FY15 Budget
Expenditures by Classification			
Personnel Costs	\$ 199,429	\$ 190,054	\$ 133,759
Services and Other Charges	585,602	567,461	766,009
Supplies	188,313	159,108	187,375
Property	81	7,116	13,500
Grand Total	\$ 973,425	\$ 923,739	\$ 1,100,643

Expenditures by Activity			
Other Special Events	15,302	211	-
River Regatta	905,990	889,306	1,051,498
Bluegrass Festival	52,133	30,482	41,800
Winter Fest	-	3,740	7,345
Total	\$ 973,425	\$ 923,739	\$ 1,100,643

Staffing			
Office Specialist/Pool Manager	0.10	0.10	0.10
Sponsorship Coordinator	1.00	1.00	1.00
Recreation	1.10	1.10	1.10
Total	1.10	1.10	1.10



SPECIAL REVENUE FUNDS

SPECIAL EVENTS FUND

River Regatta

LINE ITEMS	FY13	FY14	FY15
	Actual	Estimate	Budget
1105 REGULAR FULL-TIME	\$ 130,726	\$ 57,489	\$ 73,946
1120 OTHER WAGES	20,762	26,443	33,719
1140 OVERTIME	3,011	61,685	-
1510 HEALTH INSURANCE	20,204	23,409	12,936
1530 SOCIAL SECURITY	1,453	2,064	2,091
1531 MEDICARE	2,219	2,057	1,561
1533 ICMA RETIREMENT	11,584	8,037	6,692
1535 PUBLIC SAFETY RETIREMENT	-	4,805	-
1536 DEFERRED COMPENSATION	280	4	-
1560 WORKERS COMPENSATION	1,278	3,970	814
1570 EMPLOYEE ALLOWANCE	231	-	-
PERSONNEL COSTS	\$ 191,748	\$ 189,963	\$ 131,759
3112 BUSINESS MEALS	\$ 2,482	\$ 200	\$ 1,500
Marketing Meals			1,500
3280 OTHER PROFESSIONAL SERVICES	\$ 3,922	\$ 213	\$ 2,800
IT needs for registration			2,500
Web page hosting with media streaming			300
3420 BANKING SERVICES	\$ 22,459	\$ 34,692	\$ 31,400
Payment portal			300
Merchant Credit card fees			30,000
Armored car service			1,100
3810 PERMITTING & MISC. FEES	\$ 48	\$ 100	\$ 50
Nevada dept of wildlife permit			50
3825 CONTRACT LABOR	\$ 6,360	\$ 4,224	\$ 224,000
Charter buses			150,000
School buses			60,000
Overnight security guards			4,000
River trash clean up boat crews			2,000
Parks & restrooms clean up			8,000
3890 OTHER CONTRACTED SERVICES	\$ 237,374	\$ 248,840	\$ 300,000
Music			
Security and staffing			300,000
4110 ELECTRIC	\$ -	\$ -	\$ 374
Recreation Center during event			374
4125 TELEPHONE	\$ -	\$ -	\$ 415
Regatta hot line number			415
4330 VEHICLE REPAIRS & SERVICE	\$ 550	\$ 2,000	\$ 3,000
Repair & maintenance trolley			3,000



SPECIAL REVENUE FUNDS

SPECIAL EVENTS FUND

River Regatta

LINE ITEMS	FY13	FY14	FY15
	Actual	Estimate	Budget
4410 LAND & BUILDING RENTALS	\$ 15,527	\$ 12,045	\$ 4,000
Davis Camp			-
Riverside AZ parking lots			4,000
4420 EQUIP. & VEHICLE RENTAL	\$ 210,043	\$ 205,234	\$ 104,100
Air manifolds			8,000
Barricades, orange fencing			5,000
Hospitality trailer			5,500
Golf Carts			25,000
Life jackets			250
Light Towers, Compressors, Directional Signs			15,000
Portable toilets			4,000
Rent 20 lap top computers			2,850
Sound-PA Equipment/Systems for Rotary, Community & Davis Camp			13,500
Temporary fencing			10,000
Tent rental large tents/easy-ups			4,000
Personal watercraft rental			8,000
First aid trailer			3,000
4440 OFFICE EQUIPMENT LEASE	\$ 194	\$ 1,297	\$ -
4450 MUSIC LICENSE AGREEMENT	\$ 13	\$ -	\$ -
5310 WIFI SERVICE	\$ 2,329	\$ 1,670	\$ 2,225
Wireless connections			1,800
Content management system			425
5430 OTHER ADVERTISING	\$ (1,682)	\$ 1,169	\$ -
5440 MARKETING EVENTS	\$ 8,855	\$ 13,969	\$ 22,000
Billboards			3,000
Newspaper ads			2,000
Regional marketing			10,000
Sponsorship pre-party			2,000
Miscellaneous marketing			5,000
5510 CUSTOM PRINTING	\$ 20,533	\$ 8,689	\$ 24,600
Business cards			100
Brochures (38,000)			2,500
Event Programs			9,000
Signs and banners			12,500
Rules and maps			500
6229 TOWING CHARGES	\$ 850	\$ -	\$ 500
Bus towing			500
SERVICES AND OTHER CHARGES	\$ 529,857	\$ 534,342	\$ 720,964



SPECIAL REVENUE FUNDS

SPECIAL EVENTS FUND

River Regatta

LINE ITEMS	FY13 Actual	FY14 Estimate	FY15 Budget
4312 IMPROVEMENTS NONCAPITAL	\$ -	\$ 412	\$ -
6110 OFFICE SUPPLIES	\$ 1,929	\$ 804	\$ 1,500
Folders, sheets protectors, specialty paper, laminating paper, CD binder pages, colored paper, index cards, permanent markers, ink for printers, DVD cases			1,500
6115 AWARDS	\$ 7,010	\$ 5,445	\$ 8,500
Volunteer awards			500
Home awards			1,500
Logo design winner			500
Team Float prizes cash			5,750
Trophies			250
6120 SPECIALTY SUPPLIES	\$ 103,922	\$ 101,868	\$ 124,000
Concessions stand supplies not for resale			1,500
Cleaning supplies, serveware, tableware, paper products, ice, ice chests, v			1,000
Raffle prizes for canned food donations			300
Hardware items such as cable ties, plastic covering, rope, duct tape, twine, padlocks, masking tape, utility tubs, flashlights, cabling			18,000
Sports drinks			4,000
Ice			2,500
Participant T-shirts			82,000
Safety signs for trolleys (stop and warning)			1,000
Wrist bands for participants			1,700
Volunteer and staff appreciation ceremony			1,000
Food and drinks for staff and volunteers on the Friday night and Saturd:			11,000
6122 COMPUTER SOFTWARE	\$ (7,300)	\$ -	\$ -
6150 POSTAGE	\$ -	\$ -	\$ 600
Marketing mailers			250
River Front Home Contest.			250
Trademark on mailers			100
6210 GASOLINE	\$ 2,554	\$ 2,426	\$ 3,675
Fuel for jet skis 250 gal@\$3.75			875
City Vehicles			2,800
6310 FOOD/BEVERAGE FOR RESALE	\$ 76,270	\$ 46,930	\$ 47,000
Lunches per participant			47,000
SUPPLIES	\$ 184,385	\$ 157,885	\$ 185,275



SPECIAL REVENUE FUNDS

SPECIAL EVENTS FUND

River Regatta

LINE ITEMS	FY13	FY14	FY15
	Actual	Estimate	Budget
7025 COMPUTER EQUIPMENT<\$5,000	\$ -	\$ 740	\$ -
7030 EQUIPMENT<\$5,000	\$ -	\$ 6,376	\$ 13,500
Storage container			-
Registration Scanners 40 @ 125			5,000
Police radios			8,500
PROPERTY	\$ -	\$ 7,116	\$ 13,500
8999 CONTINGENCY	\$ -	\$ -	\$ -
Contingency			-
CONTINGENCY	\$ -	\$ -	\$ -
TOTAL RIVER REGATTA	\$ 905,990	\$ 889,306	\$ 1,051,498



SPECIAL REVENUE FUNDS

SPECIAL EVENTS FUND

Bluegrass Festival

LINE ITEMS	FY13 Actual	FY14 Estimate	FY15 Budget
1105 REGULAR FULL-TIME	\$ -	\$ -	\$ -
1120 OTHER WAGES	1,119		
1140 OVERTIME	-	-	-
1530 SOCIAL SECURITY	69	-	-
1531 MEDICARE	16	-	-
1560 WORKERS COMPENSATION	1	-	-
PERSONNEL COSTS	\$ 1,205	\$ -	\$ -
3112 BUSINESS MEALS	\$ 534	\$ -	\$ 1,000
Hospitality tent			1,000
3420 BANKING SERVICES	\$ -	\$ 53	\$ 100
Online registration			100
3810 PERMITTING & MISC. FEES	\$ 45	\$ -	\$ -
3890 OTHER CONTRACTED SERVICES	\$ 42,800	\$ 26,700	\$ 32,200
Emcee			400
Promoter			5,000
Sound techs			3,500
Bands			23,300
4420 EQUIP. & VEHICLE RENTAL	\$ 852	\$ -	\$ 900
Generator			900
4440 OFFICE EQUIPMENT LEASE	\$ 1,621	\$ 701	\$ 500
Additional cost for color copies of flyers, etc.			500
5440 MARKETING EVENTS	\$ 4,318	\$ 3,028	\$ 5,500
Promotional flyers			500
Marketing			5,000
5510 CUSTOM PRINTING	\$ 491	\$ -	\$ 1,100
Parking passes/wristbands			500
Banners, signs			600
SERVICES AND OTHER CHARGES	\$ 50,661	\$ 30,482	\$ 41,300
6120 SPECIALTY SUPPLIES	\$ 267	\$ -	\$ 500
Marking paint, caution tape, etc.			500
SUPPLIES	\$ 267	\$ -	\$ 500
TOTAL BLUEGRASS FESTIVAL	\$ 52,133	\$ 30,482	\$ 41,800



SPECIAL REVENUE FUNDS

SPECIAL EVENTS FUND

Winter Festival

LINE ITEMS	FY13 Actual	FY14 Estimate	FY15 Budget
1120 OTHER WAGES	-	-	2,000
1510 HEALTH INSURANCE	-	-	-
1530 SOCIAL SECURITY	-	-	-
1531 MEDICARE	-	-	-
1533 ICMA RETIREMENT	-	-	-
1560 WORKERS COMPENSATION	-	-	-
PERSONNEL COSTS	\$ -	\$ -	\$ 2,000
3810 PERMITTING & MISC. FEES	\$ -	\$ 93	\$ 45
Food service permit			45
3825 CONTRACT LABOR	\$ -	\$ -	-
Security			-
3890 OTHER CONTRACTED SERVICES	\$ -	\$ -	-
Arts & Craft Fair			-
4110 ELECTRIC	\$ -	\$ -	-
Electrical service			-
4420 EQUIP. & VEHICLE RENTAL	\$ -	\$ 350	\$ 950
Rental of Light Towers, Generator			600
Portable toilets			350
5440 MARKETING EVENTS	\$ -	\$ -	\$ 250
Flyers, signs, banners			250
5510 CUSTOM PRINTING	\$ -	\$ 2,195	\$ 2,500
Programs			2,500
SERVICES AND OTHER CHARGES	\$ -	\$ 2,638	\$ 3,745
6115 AWARDS	\$ -	\$ -	\$ 250
Medals and Trophies for Gingerbread House contest and Pet Costume contest			250
6120 SPECIALTY SUPPLIES	\$ -	\$ 1,102	\$ 1,325
Decorations			500
Supplies-posterboard, etc.			75
Hot dog buns, condiments, cocoa, propane			750
6210 GASOLINE	\$ -	\$ -	\$ 25
Trolley generator 6 gal@\$3.75			25
SUPPLIES	\$ -	\$ 1,102	\$ 1,600
TOTAL WINTER FESTIVAL	\$ -	\$ 3,740	\$ 7,345



SPECIAL REVENUE FUNDS

SPECIAL EVENTS FUND

Other Special Events

LINE ITEMS	FY13	FY14	FY15
	Actual	Estimate	Budget
1105 REGULAR FULL-TIME	\$ -	\$ -	\$ -
1120 OTHER WAGES	5,673	-	-
1140 OVERTIME	298	-	-
1510 HEALTH INSURANCE	-	72	-
1530 SOCIAL SECURITY	337	-	-
1531 MEDICARE	79	2	-
1533 ICMA RETIREMENT	-	14	-
1536 DEFERRED COMPENSATION	-	3	-
1560 WORKERS COMPENSATION	89	-	-
PERSONNEL COSTS	\$ 6,476	\$ 91	\$ -
3810 PERMITTING & MISC. FEES	\$ 70	\$ -	\$ -
3825 CONTRACT LABOR	\$ 200	\$ -	\$ -
3890 OTHER CONTRACTED SERVICES	\$ 1,120	\$ -	\$ -
4110 ELECTRIC	\$ 139	\$ -	\$ -
4320 GENERAL EQUIPMENT REPAIRS	\$ 307	\$ -	\$ -
4420 EQUIP. & VEHICLE RENTAL	\$ 38	\$ -	\$ -
5430 OTHER ADVERTISING	\$ 410	\$ -	\$ -
5510 CUSTOM PRINTING	\$ 2,800	\$ -	\$ -
SERVICES AND OTHER CHARGES	\$ 5,084	\$ -	\$ -
4312 IMPROVEMENTS NONCAPITAL	\$ 1,905	\$ -	\$ -
6110 OFFICE SUPPLIES	\$ 33	\$ -	\$ -
6120 SPECIALTY SUPPLIES	\$ 1,704	\$ 120	\$ -
6210 GASOLINE	\$ 19	\$ -	\$ -
SUPPLIES	\$ 3,661	\$ 120	\$ -
7030 EQUIPMENT <\$5,000	\$ 81	\$ -	\$ -
PROPERTY	\$ 81	\$ -	\$ -
TOTAL SPECIAL EVENTS	\$ 15,302	\$ 211	\$ -
GRAND TOTAL	\$ 973,425	\$ 923,739	\$ 1,100,643



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 the 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.

The Housing Division works to secure a variety of funding sources to implement a comprehensive owner-occupied housing rehabilitation program, which is designed to benefit qualified low and moderate income families in 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 Bullhead City's existing owner-occupied housing stock.

2013-14 Highlights

- ✓ Rehabilitated substandard housing in Bullhead City
- ✓ Administered and successfully closed the \$330,000 HOME grant
- ✓ Applied for and received an award of \$463,312 from the CDBG Regional Account
- ✓ Applied for and received an award of \$275,000 from HOME and Housing Trust Fund
- ✓ Conducted a market demand study in preparation to apply for HOME grant funding
- ✓ Updated the Housing Rehabilitation Guidelines
- ✓ Promoted the owner occupied housing rehabilitation program through press releases, TV4, and on the Internet
- ✓ Reformulated the wait list with a priority system based on household characteristics
- ✓ Staff was provided training for the CDBG program, Environmental Review Records, Census, and Fair Housing
- ✓ Participated with WACOG partner communities to modify the WACOG CDBG Method of Distribution formula

2014-15 Objectives

- ✓ Rehabilitate substandard housing in Bullhead City
- ✓ Conduct community outreach and encourage community participation in determining the use of CDBG funds
- ✓ Prepare and submit an application for CDBG State Special Projects
- ✓ Prepare and submit an application for CDBG Regional Account
- ✓ Administer the 2013 CDBG grant and bring it to a successful close
- ✓ Administer the 2013 HOME grant and assist 11 households with home repairs and weatherization
- ✓ Provide housing counseling to clients to encourage responsible homeownership and energy conservation
- ✓ Coordinate with Code Enforcement to remove health and environmental hazards and promote cleanliness and pride of ownership
- ✓ Update market demand study
- ✓ Create new Housing webpages on the new City website
- ✓ Administer IGA with Mohave County for BPI Certified Weatherization Services



SPECIAL REVENUE FUNDS

Performance Indicators

Measure	FY13 Actual	FY14 Estimate	FY15 Budget
Eligibility interviews conducted	13	7	10
Initial inspections conducted	13	7	10
Housing counseling sessions conducted	10	3	10
Annual reinspections conducted	55	55	65
Liens released after recapture period	-	1	-
Total number of liens held on beneficiary properties	55	58	64
Value of grants administered	330,000	463,312	275,000

	FY13 Actual	FY14 Estimate	FY15 Budget
Expenditures by Classification			
Personnel Costs	\$ 54,018	\$ 44,922	\$ 78,042
Services and Other Charges	276,290	120,290	469,115
Supplies	665	545	1,519
Grand Total	\$ 330,973	\$ 165,757	\$ 548,676

Expenditures by Activity			
CDBG	\$ 5,132	\$ 165,221	\$ 273,588
HOME	325,842	537	275,088
Total	\$ 330,973	\$ 165,757	\$ 548,676

Staffing			
Human Services & Transit Director	0.00	0.13	0.13
Housing Inspector	1.00	1.00	1.00
Total	1.00	1.13	1.13

CDBG/HOME FUND SOURCES

Grant
\$548,676
100%





SPECIAL REVENUE FUNDS

CDBG/HOME GRANT FUND

LINE ITEMS	FY13 Actual	FY14 Estimate	FY15 Budget
1105 REGULAR FULL-TIME	\$ 37,393	\$ 38,314	\$ 57,057
1510 HEALTH INSURANCE	11,811	1,527	13,248
1531 MEDICARE	482	341	605
1533 ICMA RETIREMENT	3,351	3,482	5,164
1536 DEFERRED COMPENSATION	274	678	767
1560 WORKERS COMPENSATION	707	580	1,201
PERSONNEL COSTS	\$ 54,018	\$ 44,922	\$ 78,042
3101 LEGAL NOTICES	\$ -	\$ 282	\$ 1,310
Legal notices for bids and hearings			1,310
3105 PROPERTY RECORDING FEES	\$ 8	\$ -	\$ -
3280 OTHER PROFESSIONAL SERVICES	\$ -	\$ -	\$ -
4105 WATER	\$ -	\$ -	\$ 400
Acct # 288339-8 1887 Sea Breeze Ln \$13/Month			400
4110 ELECTRIC	\$ -	\$ -	\$ 2,700
Sub Account 253 1887 Sea Breeze Lane \$26/Month (FY 15 based on occupancy)			2,700
4230 CUSTODIAL SERVICES	\$ -	\$ -	\$ 3,750
City Houses (2) maintenance			3,750
4330 VEHICLE REPAIRS & SERVICE	\$ 800	\$ 2,000	\$ 800
Vehicle Repairs need to be budgeted in HTF Admin			800
4510 CONSTRUCTION SERVICES	\$ 275,141	\$ 117,865	\$ 459,431
HOME Rehab for income eligible participants Project Specific for Housing Inspector wages are paid from the construction funds.			236,431
Housing repairs for income eligible participants		117,865	223,000
5320 CELLULAR SERVICE	\$ 341	\$ -	\$ -
5610 PER DIEM	\$ -	\$ 83	\$ -
5621 LODGING	\$ -	\$ -	\$ -
5631 TRANSPORTATION	\$ -	\$ 60	\$ 400
Training/travel			400
5710 SEMINARS & CONFERENCES	\$ -	\$ -	\$ 324
Grant related training/travel			324
SERVICES AND OTHER CHARGES	\$ 276,290	\$ 120,290	\$ 469,115
6110 OFFICE SUPPLIES	\$ 69	\$ 8	\$ 619
Office Supplies			619
6210 GASOLINE	\$ 596	\$ 537	\$ 800
Gasoline purchases should be charged to HTF Admin			800
6410 UNIFORMS	\$ -	\$ -	\$ 100
Uniforms			100
SUPPLIES	\$ 665	\$ 545	\$ 1,519
TOTAL CDBG/HOME	\$ 330,973	\$ 165,757	\$ 548,676



SPECIAL REVENUE FUNDS

WATER IMPOST FUND

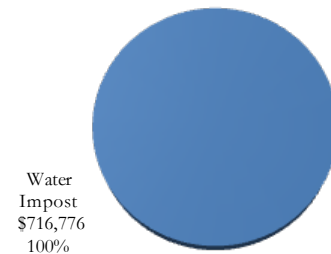
The Water Impost Fund accounts for the revenues and expenditures related to managing contracts to the Mohave Water Authority to insure water is allocated from the Colorado River for Bullhead City residents.

	FY13 Actual	FY14 Estimate	FY15 Budget
Expenditures by Classification			
Personnel Costs	\$ 147,387	\$ 237,355	\$ 261,668
Services and Other Charges	77,278	111,407	355,108
Supplies	-	28,705	100,000
Grand Total	\$ 224,665	\$ 377,467	\$ 716,776

Expenditures by Activity			
City Manager	\$ 18,688	\$ 19,374	\$ 29,550
Financial Administration	1,074	2,697	14,194
General Government	186,644	309,401	604,464
Legal Services	18,223	18,914	39,730
Public Works	36	27,081	28,838
Total	\$ 224,665	\$ 377,467	\$ 716,776

Staffing			
City Manager	0.00	0.00	0.15
Finance Director	0.00	0.00	0.05
Financial Technician	0.00	0.00	0.05
Senior Financial Specialist	0.00	0.00	0.05
Building Official	0.00	0.00	0.15
City Attorney	0.00	0.00	0.20
Code Enforcement Inspector	0.00	0.00	1.00
Office Assistant II	0.00	0.00	0.25
Public Works Director	0.00	0.00	0.15
Administrative Analyst	1.00	1.00	1.00
Total	1.00	1.00	3.05

Water Impost Funding Sources





SPECIAL REVENUE FUNDS

WATER IMPOST FUND

LINE ITEMS	FY13	FY14	FY15
	Actual	Estimate	Budget
1105 REGULAR FULL-TIME	\$ 105,277	\$ 184,122	\$ 196,414
1140 OVERTIME	-	-	-
1510 HEALTH INSURANCE	28,299	28,947	35,869
1531 MEDICARE	1,133	1,527	2,238
1533 ICMA RETIREMENT	9,627	16,827	17,989
1536 DEFERRED COMPENSATION	1,500	2,639	4,200
1560 WORKERS COMPENSATION	651	1,673	2,588
1570 EMPLOYEE ALLOWANCE	900	1,620	2,370
PERSONNEL COSTS	\$ 147,387	\$ 237,355	\$ 261,668
3101 LEGAL NOTICES	\$ -	\$ 299	\$ -
3890 OTHER CONTRACTED SERVICES	\$ 75,378	\$ 90,208	\$ 321,400
Bureau of Reclamation payment for Colorado River Water			5,000
Lower Colorado River Multi-Species Conservation payment			2,800
Mohave County Water Authority Firming payments			60,000
Mohave County Water Authority/Arizona Water Banking Authority Savings for Recovery Fund		-	253,600
5210 PROPERTY & RISK INSURANCE	\$ -	\$ -	\$ 8,708
Allocation based on budget and head count			8,708
5721 DUES & MEMBERSHIPS	\$ 1,900	\$ 20,900	\$ 25,000
Mohave County Water Authority Member Dues			25,000
SERVICES AND OTHER CHARGES	\$ 77,278	\$ 111,407	\$ 355,108
4312 IMPROVEMENTS NON-CAPITAL	\$ -	\$ 28,705	\$ 100,000
Water conservation			100,000
SUPPLIES	\$ -	\$ 28,705	\$ 100,000
TOTAL WATER IMPOST	\$ 224,665	\$ 377,467	\$ 716,776



SPECIAL REVENUE FUNDS

SPECIAL ASSESSMENTS ADMINISTRATION FUND

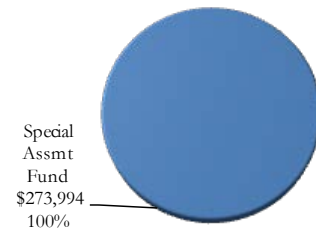
The Special Assessments Administration Fund accounts for the revenues and expenditures related to managing installment billing for City improvement districts. These costs include billing, collections and delinquency collections.

	FY13 Actual	FY14 Estimate	FY15 Budget
Expenditures by Classification			
Personnel Costs	\$ 153,967	\$ 134,382	\$ 137,218
Services and Other Charges	53,453	83,961	66,095
Supplies	10,933	15,426	17,562
Contingency	-	-	53,119
Total	\$ 218,353	\$ 233,769	\$ 273,994

Expenditures by Activity			
General Government	\$ 1,500	\$ 23,921	\$ 4,800
Financial Administration	\$ 216,853	\$ 209,848	\$ 269,194
Total	\$ 218,353	\$ 233,769	\$ 273,994

Staffing			
Finance Director	0.05	0.05	0.05
Revenue Manager	0.40	0.40	0.40
Budget Analyst	0.10	0.10	0.10
Accountant	0.00	0.00	0.00
Senior Financial Specialist	0.40	0.40	0.40
Financial Specialist	0.15	0.15	0.15
Financial Technician	0.90	0.90	0.90
Total	2.00	2.00	2.00

Special Assessments Fund Funding Sources





SPECIAL REVENUE FUNDS

SPECIAL ASSESSMENTS ADMINISTRATION FUND

LINE ITEMS	FY13 Actual	FY14 Estimate	FY15 Budget
1105 REGULAR FULL-TIME	\$ 111,783	\$ 101,747	\$ 100,406
1120 OTHER WAGES	-	-	-
1140 OVERTIME	34	463	1,700
1510 HEALTH INSURANCE	29,867	20,718	23,520
1531 MEDICARE	1,497	1,427	1,482
1533 ICMA RETIREMENT	10,132	9,269	9,254
1536 DEFERRED COMPENSATION	294	306	317
1560 WORKERS COMPENSATION	210	302	389
1570 EMPLOYEE ALLOWANCE	150	150	150
PERSONNEL COSTS	\$ 153,967	\$ 134,382	\$ 137,218
3101 LEGAL NOTICES	\$ 11,339	\$ 10,871	\$ 12,000
Newspaper advertisement for installment billing x2			500
Newspaper advertisement for first publication delinquent Special Assessme:			10,000
Newspaper advertisement for notice of auction of Special Assessments.			1,500
3105 PROPERTY RECORDING FEES	\$ 456	\$ 456	\$ 2,000
Record Certificates of Sale and Certificates of Redemption			2,000
3280 OTHER PROFESSIONAL SERVICES	\$ 13,562	\$ 26,202	\$ 20,500
Search engine for phone numbers and addresses			500
Title Reports to verify property owners and interested parties prior to auction of delinquent assessments. (527 each title reports for auction in Mar) Current cost is \$50 ea. Estimating cost to increase to \$70			20,000
3420 BANKING SERVICES	\$ 14,537	\$ 11,873	\$ 17,438
Armored Car Service			2,118
Banking Service Fees			2,700
Merchant Srvcs Fees for Credit Cards Accepted			12,500
Pymt Gateway Fee for Acceptance of Credit Cards			120
3890 OTHER CONTRACTED SERVICES	\$ 1,500	\$ 23,922	\$ 4,800
Custom programming			4,800
4320 GENERAL EQUIPMENT REPAIRS	\$ 53	\$ -	\$ 120
Billing Printer Repair Parts and Labor			120
4343 SOFTWARE/HARDWARE AGREEMENT	\$ 321	\$ -	\$ 752
Folding/Stuffing Equipment (85% to WF, 2% to GF, 13% to SAF)			752
4420 EQUIP. & VEHICLE RENTAL	\$ 110	\$ -	\$ -
5210 PROPERTY & RISK INSURANCE	\$ 9,910	\$ 9,910	\$ 6,770
Risk Management			6,770



SPECIAL REVENUE FUNDS

SPECIAL ASSESSMENTS ADMINISTRATION FUND

LINE ITEMS	FY13 Actual	FY14 Estimate	FY15 Budget
5510 CUSTOM PRINTING	\$ 1,665	\$ 727	\$ 1,715
#10 Envelopes (Bulk Postage) Invoicing 11,692 @ \$.036 w/3.6% increase			608
#10 Envelopes (Not Bulk Postage) Delinquent Notice & Correspondence 5,000 ea @ \$.036 w/3.6% increase next year			257
#9 Envelopes Return Payment 16,691 each plus coupons 7020 each = 23,712 @ .025 w/3.6% increase next year			850
SERVICES AND OTHER CHARGES	\$ 53,453	\$ 83,961	\$ 66,095
6110 OFFICE SUPPLIES	\$ 1,735	\$ 3,153	\$ 3,717
General supplies - pens, scotch tape, staples, tissue, correction tape, phone message books, highlighters, rubber bands, adding machine tape, post-its, mark-a-lot markers, paper clips, paper pads, binder clips			25
Deposit Bags			107
Endorser Ribbons for automatic check processing equipment			54
Envelopes certified mailing for Auction Notice 1,500 each @1.753 each			2,708
Printer Tape and Black Ribbon Cassette for Cash Registers			138
Paper Invoice Blanks 16,692 @ .0189 w/3% increase next year			325
Storage Boxes			160
Toner Cartridge for Billing Printer \$221 each, 12 each needed per year			200
6150 POSTAGE	\$ 9,198	\$ 12,273	\$ 13,845
United States Post Office - Auction Notices 1,500 each @ \$3.79 each, Spec Assm Coupons 585 each @ \$1.61 each, Spec Assm Invoices 12,190 each @ .460 each, Spec Assm Re-mails 320 each at .48 each, Spec Assm Delq Notice 4,000 each @ .48 each, Correspondence - Estimating 6.5% increase for next year.			13,845
SUPPLIES	\$ 10,933	\$ 15,426	\$ 17,562
8999 CONTINGENCY	\$ -	\$ -	\$ 53,119
Special Assessment Contingency from Fund Balance			53,119
CONTINGENCY	\$ -	\$ -	\$ 53,119
TOTAL SPECIAL ASSESSMENT ADMIN	\$ 218,353	\$ 233,769	\$ 273,994



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.

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 participants in the Senior Nutrition Center. 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.

2013-2014 Highlights

- ✓ Provide socialization opportunities for clients
- ✓ Submitted a proposal to WACOG and received a 5-year contract for the senior nutrition program
- ✓ Received a one-year contact with WACOG for caregiver outreach
- ✓ Renewed the professional service agreement with WARMC for senior meal preparation services
- ✓ Conducted an art contest fund raiser with proceeds supporting Meals on Wheels
- ✓ Provided staff with training in grant writing, evidence based brain fitness, and aging conference
- ✓ Cooperated with WACOG in contract monitoring and was determined to be in compliance
- ✓ Coordinated with MEC for installation of solar system
- ✓ Provided a venue for a variety of senior services programs

2014-15 Objectives

- ✓ Provide greater socialization and interaction opportunities for clients
- ✓ Conduct a survey of clients
- ✓ Update Senior Programs web page
- ✓ Determine age friendly network community projects with assistance from WACOG and MAG
- ✓ Conduct caregiver outreach
- ✓ Conduct fund raisers 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

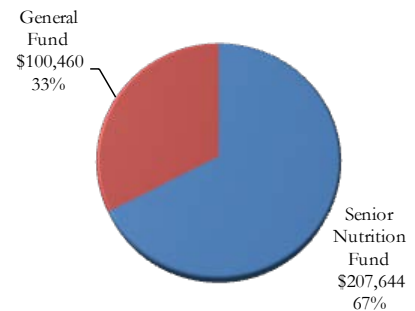
Measure	FY13 Actual	FY14 Estimate	FY15 Budget
Number of volunteers working in the program	25	25	28
Number of volunteer hours	6,999	6,471	6,816
Congregate meals served	8,699	6,724	5,584
Home delivered meals	35,312	31,550	28,756
Number of clients receiving home delivered meals	-	152	154
Value of in-kind donations	48,000	48,000	53,100

	FY13 Actual	FY14 Estimate	FY15 Budget
Expenditures by Classification			
Personnel Costs	\$ 95,804	\$ 102,293	\$ 94,945
Services and Other Charges	176,438	170,975	204,014
Supplies	5,732	5,311	6,945
Property	-	4,930	2,200
Grand Total	\$ 277,974	\$ 283,509	\$ 308,104

	FY13 Actual	FY14 Estimate	FY15 Budget
Expenditures by Activity			
Personnel Administration	2,375	-	-
Financial Administration	6,483	6,607	7,110
General Government	5,666	5,876	6,238
Senior Nutrition Center	263,450	271,026	294,756
Total	\$ 277,974	\$ 283,509	\$ 308,104

	FY13 Actual	FY14 Estimate	FY15 Budget
Staffing			
Human Services & Transit Director	0.00	0.03	0.03
Senior Nutrition Program Coordinator	1.00	1.00	1.00
Financial Technician	0.12	0.12	0.12
Maintenance Worker I	0.10	0.10	0.10
Total	1.22	1.25	1.25

Senior Nutrition Funding Sources





SPECIAL REVENUE FUNDS

SENIOR NUTRITION FUND

LINE ITEMS	FY13 Actual	FY14 Estimate	FY15 Budget
1105 REGULAR FULL-TIME	\$ 62,262	\$ 68,792	\$ 62,207
1120 OTHER WAGES	7,946	8,254	8,320
1510 HEALTH INSURANCE	15,821	15,131	14,775
1530 SOCIAL SECURITY	493	512	516
1531 MEDICARE	871	905	963
1533 ICMA RETIREMENT	5,646	6,220	5,629
1536 DEFERRED COMPENSATION	410	625	203
1550 UNEMPLOYMENT COMPENSATION	1,255	-	-
1560 WORKERS COMPENSATION	1,100	1,854	2,332
PERSONNEL COSTS	\$ 95,804	\$ 102,293	\$ 94,945
3101 LEGAL NOTICES	\$ 273	\$ -	\$ 275
Legal notices			275
3222 PRE-EMPLOYMENT MEDICAL	\$ 94	\$ -	\$ -
3435 BACKGROUND SCREENING	\$ 2,281	\$ -	\$ -
3810 PERMITTING & MISC. FEES	\$ 862	\$ 1,394	\$ 625
AHCCCS provider registration			532
Mohave County Dept of Public Health catering vehicle annual permit			93
3890 OTHER CONTRACTED SERVICES	\$ 146,854	\$ 147,373	\$ 175,592
FY2015 Home Delivered Meals estimate 35,525 @ \$3.67 ea Jul-Dec 3.92 ea Jan-Jun			134,908
FY2015 Congregate meals estimate 10,680 @ \$3.67 ea Jul-Dec \$3.92 ea Jan-Jun			40,684
4105 WATER	\$ 2,142	\$ 2,013	\$ 2,112
089854-7 Sr Nutrition Center \$176/Month			2,112
4110 ELECTRIC	\$ 8,102	\$ 8,547	\$ 4,878
Sub Account 296 2275 Trane Rd \$813/month			4,878
4120 NATURAL GAS	\$ 1,135	\$ 1,070	\$ 1,002
Account Number 0063378 \$84/MO			1,002
4125 TELEPHONE	\$ 1,694	\$ 2,201	\$ 2,206
758-1535 \$184/MO			2,206
4320 GENERAL EQUIPMENT REPAIRS	\$ -	\$ -	\$ 600
General Equipment Repairs to dishwasher, walk-in freezer or refrigerator.			600
4330 VEHICLE REPAIRS & SERVICE	\$ 13,000	\$ 8,000	\$ 8,000
1 Hot Shot Delivery Truck			2,000
6 Vehicles			6,000
4390 OTHER REPAIRS & MAINTENANCE	\$ -	\$ 200	\$ 200
Other Repairs & maintenance excluding Equipment			200
4410 LAND & BUILDING RENTALS	\$ 1	\$ -	\$ -
5210 PROPERTY & RISK INSURANCE	\$ -	\$ -	\$ 7,602
Insurance			7,602



SPECIAL REVENUE FUNDS

SENIOR NUTRITION FUND

LINE ITEMS	FY13 Actual	FY14 Estimate	FY15 Budget
5310 INTERNET	\$ -	\$ -	\$ 372
5610 PER DIEM	\$ -	\$ 15	\$ 100
Per Diem for Training Travel			100
5621 LODGING	\$ -	\$ 87	\$ 150
Lodging for Training			150
5631 TRANSPORTATION	\$ -	\$ -	\$ 100
Transportation cost for training.			100
5710 SEMINARS & CONFERENCES	\$ -	\$ 75	\$ 200
Professional development seminar			100
Conference on Aging			100
SERVICES AND OTHER CHARGES	\$ 176,438	\$ 170,975	\$ 204,014
6110 OFFICE SUPPLIES	\$ 218	\$ 392	\$ 500
General Office Supplies for pens, paper, binder clips, post-it notes.			500
Purchase of toner cartridges for printer and fax machine.			
6210 GASOLINE	\$ 5,514	\$ 4,919	\$ 6,445
1,800 gallons @ \$3.50/gal			6,300
Fuel facility equip replacement @ .08/gal			145
SUPPLIES	\$ 5,732	\$ 5,311	\$ 6,945
7030 EQUIPMENT <\$5,000	\$ -	\$ 4,930	\$ 2,200
Connection to City networks			2,200
PROPERTY	\$ -	\$ 4,930	\$ 2,200
TOTAL SR NUTRITION CENTER	\$ 277,974	\$ 283,509	\$ 308,104



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.

	FY13 Actual	FY14 Estimate	FY15 Budget
Expenditures by Classification			
Personnel Costs	\$ -	\$ -	\$ -
Services and Other Charges	-	2,127	-
Supplies	6,680	4,390	100,000
Property	82,703	21,719	99,065
Grand Total	\$ 89,384	\$ 28,236	\$ 199,065

Expenditures by Activity			
Bullet proof vest (BPV)	\$ 6,090	\$ 4,222	\$ 12,665
Governor's Office of Hwy Safety	18,543	14,048	36,400
Justice Assistance Grant	35,353	-	-
Homeland Security	28,865	9,798	50,000
Misc. police grants	532	168	100,000
Total	\$ 89,384	\$ 28,236	\$ 199,065



SPECIAL REVENUE FUNDS

GRANTS FUND

The Grants Fund accounts for the revenues and expenditures related to managing grants that 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.

	FY13 Actual	FY14 Estimate	FY15 Budget
Expenditures by Classification			
Personnel Costs	\$ -	\$ -	\$ -
Services and Other Charges	-	-	-
Supplies	-	-	-
Property	36,194	4,613	100,000
Grand Total	\$ 36,194	\$ 4,613	\$ 100,000

Expenditures by Activity			
Recreation Services	\$ -	\$ -	\$ 100,000
Senior Transportation	36,194	4,613	-
Total	\$ 36,194	\$ 4,613	\$ 100,000



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.

	FY13 Actual	FY14 Estimate	FY15 Budget
Expenditures by Classification			
Personnel Costs	\$ 14,977	\$ 15,041	\$ 21,443
Services and Other Charges	32,720	330	34,000
Property	57	5,642	-
Contingency	-	-	47,828
Total	\$ 47,754	\$ 21,013	\$ 103,271

Expenditures by Activity			
Judicial	\$ 47,754	\$ 21,013	\$ 103,271
Total	\$ 47,754	\$ 21,013	\$ 103,271

Staffing			
Juvenile Monitoring Officer	0.60	0.60	0.60
Total	0.60	0.60	0.60



SPECIAL REVENUE FUNDS

COURT ENHANCEMENT FUND

LINE ITEMS	FY13	FY14	FY15
	Actual	Estimate	Budget
1105 REGULAR FULL-TIME	\$ 13,534	\$ 13,577	\$ 19,346
1531 MEDICARE	196	197	280
1533 ICMA RETIREMENT	1,225	1,229	1,751
1560 WORKERS COMPENSATION	22	38	66
PERSONNEL COSTS	\$ 14,977	\$ 15,041	\$ 21,443
3825 CONTRACT LABOR	\$ 32,720	\$ -	\$ 34,000
Security guard service			34,000
5320 CELLULAR SERVICE	\$ -	\$ 330	\$ -
SERVICES AND OTHER CHARGES	\$ 32,720	\$ 330	\$ 34,000
7030 EQUIPMENT <\$5,000	\$ 57	\$ 5,642	\$ -
PROPERTY	\$ 57	\$ 5,642	\$ -
8999 CONTINGENCY	\$ -	\$ -	\$ 47,828
Court special revenues undesignated			47,828
CONTINGENCY	\$ -	\$ -	\$ 47,828
TOTAL COURT ENHANCEMENT	\$ 47,754	\$ 21,013	\$ 103,271



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.

	FY13 Actual	FY14 Estimate	FY15 Budget
Expenditures by Classification			
Personnel Costs	\$ 58,246	\$ 78,827	\$ 88,068
Services and Other Charges	1,398	-	5,263
Supplies	2,624	2,683	3,000
Grand Total	\$ 62,269	\$ 81,510	\$ 96,331

Expenditures by Activity			
AZ Criminal Justice Commission	\$ 10,945	\$ 15,217	\$ 16,206
Victims of Crime Act	44,902	46,093	58,906
Victim Rights Program-legal	8,949	10,100	10,667
Victim Rights Program-police	7,363	10,100	10,552
STOP	(9,890)	-	-
Total	\$ 62,269	\$ 81,510	\$ 96,331

Staffing			
Victim Services Coordinator	0.54	0.54	0.54
Legal Assistant II	0.50	0.50	0.50
Victim Advocates	1.00	1.00	1.00
Total	2.04	2.04	2.04



SPECIAL REVENUE FUNDS

VICTIMS ASSISTANCE GRANT FUND

LINE ITEMS	FY13 Actual	FY14 Estimate	FY15 Budget
1105 REGULAR FULL-TIME	\$ 44,493	\$ 63,719	\$ 68,421
1510 HEALTH INSURANCE	7,647	8,210	12,231
1530 SOCIAL SECURITY TAXES	19	-	-
1531 MEDICARE	821	926	993
1533 ICMA RETIREMENT	5,094	5,769	6,191
1560 WORKERS COMPENSATION	172	203	232
PERSONNEL COSTS	\$ 58,246	\$ 78,827	\$ 88,068
5510 CUSTOM PRINTING	\$ -	\$ -	\$ 1,000
5610 PER DIEM	\$ 90	\$ -	\$ 300
Grant-Arizona Victim Assistance Academy x2			150
Grant-National Organization for Victim Assistance Conference x1			150
5621 LODGING	\$ 448	\$ -	\$ 961
Grant-Arizona Victim Assistance Academy x2			452
Grant-National Organization for Victim Assistance Conference x1			509
5631 TRANSPORTATION	\$ 260	\$ -	\$ 732
Grant-Arizona Victim Assistance Academy x2			207
Grant-National Organization for Victim Assistance Conference x1			525
5710 SEMINARS & CONFERENCES	\$ 600	\$ -	\$ 1,270
Grant-Arizona Victim Assistance Academy x2			900
Grant-National Organization for Victim Assistance Conference x1			370
8530 DOMESTIC ABUSE EMERGENCY	\$ -	\$ -	\$ 1,000
SERVICES AND OTHER CHARGES	\$ 1,398	\$ -	\$ 5,263
6150 POSTAGE	\$ 2,624	\$ 2,683	\$ 3,000
Postage paid for by Grants			3,000
SUPPLIES	\$ 2,624	\$ 2,683	\$ 3,000
TOTAL VICTIM ASSISTANCE GRANTS	\$ 62,268	\$ 81,510	\$ 96,331



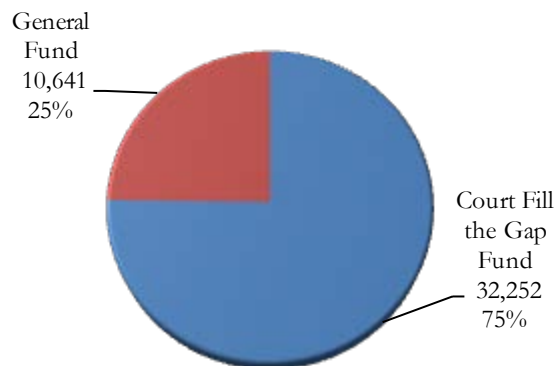
SPECIAL REVENUE FUNDS

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.

	FY13 Actual	FY14 Estimate	FY15 Budget
Expenditures by Classification			
Personnel Costs	\$ -	\$ 40,488	\$ 42,893
Total	\$ -	\$ 40,488	\$ 42,893
Expenditures by Activity			
Judicial	\$ -	\$ 40,488	\$ 42,893
Total	\$ -	\$ 40,488	\$ 42,893
Staffing			
Court Clerk	0.00	1.00	1.00
Total	0.00	1.00	1.00

Court Fill the Gap Funding Sources





SPECIAL REVENUE FUNDS

COURT FILL THE GAP FUND

LINE ITEMS	FY13 Actual	FY14 Estimate	FY15 Budget
1105 REGULAR FULL-TIME	\$ -	\$ 26,479	\$ 28,088
1140 OVERTIME	-	104	-
1510 HEALTH INSURANCE	-	11,041	11,760
1531 MEDICARE	-	385	407
1533 ICMA RETIREMENT	-	2,406	2,542
1560 WORKERS COMPENSATION	-	73	96
PERSONNEL COSTS	\$ -	\$ 40,488	\$ 42,893
TOTAL FILL THE GAP	\$ -	\$ 40,488	\$ 42,893



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.

	FY13 Actual	FY14 Estimate	FY15 Budget
Expenditures by Classification			
Services and Other Charges	\$ 10,034	\$ 5,693	\$ 9,323
Property	88,648	47,091	43,427
Grand Total	\$ 98,682	\$ 52,784	\$ 52,750
Expenditures by Activity			
Police Criminal Investigations	\$ 98,682	\$ 52,784	\$ 52,750
Total	\$ 98,682	\$ 52,784	\$ 52,750



SPECIAL REVENUE FUNDS

RICO FUND

LINE ITEMS	FY13 Actual	FY14 Estimate	FY15 Budget
3120 INVESTIGATIVE EXPENSES	\$ -	\$ -	\$ 5,000
3810 PERMITTING & MISC. FEES	\$ 584	\$ -	\$ -
3890 OTHER CONTRACTED SERVICES	\$ -	\$ 1,673	\$ -
4410 LAND & BUILDING RENTAL	\$ 1,650	\$ 1,650	\$ 1,800
Storage rental at \$150/month			1,800
5610 PER DIEM	\$ -	\$ 1,233	\$ 648
RICO			648
5621 LODGING	\$ -	\$ 283	\$ 600
RICO			600
5631 TRANSPORTATION	\$ -	\$ 254	\$ 75
RICO			75
5710 SEMINARS & CONFERENCES	\$ 7,800	\$ 600	\$ 1,200
RICO			1,200
SERVICES AND OTHER CHARGES	\$ 10,034	\$ 5,693	\$ 9,323
7030 EQUIPMENT<\$5,000	\$ 6,122	\$ -	\$ 43,427
RICO fund balance budgeted to equipment			43,427
7410 MACHINERY & EQUIPMENT	\$ -	\$ 47,091	\$ -
7420 VEHICLES	\$ 82,526	\$ -	\$ -
PROPERTY	\$ 88,648	\$ 47,091	\$ 43,427
TOTAL RICO	\$ 98,682	\$ 52,784	\$ 52,750



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.

	FY13	FY14	FY15
	Actual	Estimate	Budget
Expenditures by Classification			
Services and Other Charges	\$ 1,256	\$ 34,112	\$ 2,800
Property	386	486	-
Contingency	-	-	24,926
Total	\$ 1,642	\$ 34,598	\$ 27,726
Expenditures by Activity			
Judicial	\$ 1,642	\$ 34,598	\$ 27,726
Total	\$ 1,642	\$ 34,598	\$ 27,726



SPECIAL REVENUE FUNDS

COURT JCEF FUND

LINE ITEMS	FY13 Actual	FY14 Estimate	FY15 Budget
3825 CONTRACT LABOR	\$ -	\$ 33,083	\$ -
5610 PER DIEM	\$ -	\$ 102	\$ -
5621 LODGING	\$ 251	\$ -	\$ 600
Judicial Conferences			600
5631 TRANSPORTATION	\$ 805	\$ 677	\$ 800
Judicial Conferences			800
5710 SEMINARS & CONFERENCES	\$ 200	\$ 250	\$ 1,400
Judicial Conferences			1,400
SERVICES AND OTHER CHARGES	\$ 1,256	\$ 34,112	\$ 2,800
7025 COMPUTER EQUIPMENT<\$5,000	\$ 386	\$ 486	\$ -
PROPERTY	\$ 386	\$ 486	\$ -
8999 CONTINGENCY	\$ -	\$ -	\$ 24,926
Court special revenues undesignated			24,926
CONTINGENCY	\$ -	\$ -	\$ 24,926
TOTAL JCEF	\$ 1,642	\$ 34,598	\$ 27,726



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.

	FY13 Actual	FY14 Estimate	FY15 Budget
Expenditures by Classification			
Personnel Costs	\$ -	\$ -	\$ -
Services and Other Charges	-	-	-
Supplies	-	-	-
Property	-	-	10,953
Grand Total	\$ -	\$ -	\$ 10,953
Expenditures by Activity			
Arts & Culture	\$ -	\$ -	\$ 10,953
Total	\$ -	\$ -	\$ 10,953



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.

	FY13 Actual	FY14 Estimate	FY15 Budget
Expenditures by Classification			
Supplies	\$ -	\$ -	\$ -
Property	249	819	-
Contingency	-	-	12,680
Total	\$ 249	\$ 819	\$ 12,680
Expenditures by Activity			
Judicial	\$ 249	\$ 819	\$ 12,680
Total	\$ 249	\$ 819	\$ 12,680



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.

	FY13	FY14	FY15
	Actual	Estimate	Budget
Expenditures by Classification			
Services and Other Charges	\$ 2,746	\$ 4,690	\$ 5,935
Grand Total	\$ 2,746	\$ 4,690	\$ 5,935
Expenditures by Activity			
City Manager	\$ 2,746	\$ 3,955	\$ 5,000
Housing Rehabilitation	-	735	935
Total	\$ 2,746	\$ 4,690	\$ 5,935



SPECIAL REVENUE FUNDS

REO FUND

LINE ITEMS	FY13 Actual	FY14 Estimate	FY15 Budget
3105 PROPERTY RECORDING FEES	\$ -	\$ 16	\$ -
3280 OTHER PROFESSIONAL SERVICES	\$ 1,000	\$ 3,499	\$ 5,000
REO Property appraisal		-	5,000
4105 WATER	\$ -	\$ 273	\$ 400
Water service at city owned home			400
4110 ELECTRIC	\$ -	\$ 462	\$ 535
Electric service at city owned home			535
5430 OTHER ADVERTISING	\$ 1,746	\$ 440	\$ -
SERVICES AND OTHER CHARGES	\$ 2,746	\$ 4,690	\$ 5,935
TOTAL REO	\$ 2,746	\$ 4,690	\$ 5,935



DEBT SERVICE FUNDS

Debt Service Funds

**Sewer Improvement District #3
Municipal Property Commission
Sewer Improvement District #1
Sewer Improvement District #2
Excise Tax Refunding**



DEBT SERVICE FUNDS

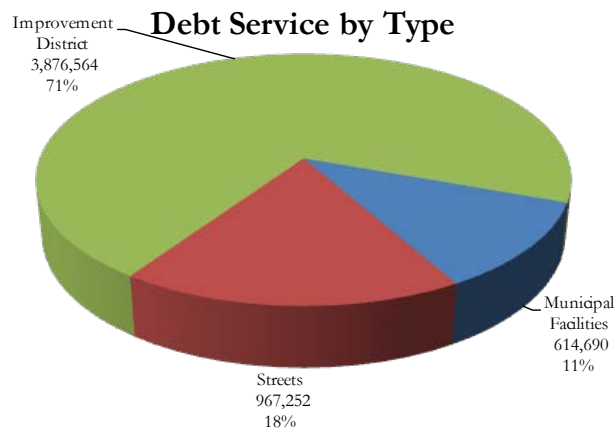
DEBT SERVICE

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

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

Consolidated Expenditures

	FY13 Actual	FY14 Estimate	FY15 Budget
Principal payment	\$ 5,240,296	\$ 4,380,296	\$ 4,400,297
Interest payment	1,362,547	1,032,602	938,559
Debt issuance cost	-	72,572	-
Administrative fee	148,285	133,967	119,650
Total	\$ 6,751,128	\$ 5,619,437	\$ 5,458,506



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, 2014, the City has not issued any general obligation bonds and the 6% limit is \$15,578,212 and 20% limit is \$52,927,374.



DEBT SERVICE FUNDS

DEBT SERVICE

SID #3 Debt Service

LINE ITEMS	FY13	FY14	FY15
	Actual	Estimate	Budget
3160 ADMINISTRATIVE FEE	\$ 118,954	\$ 109,340	\$ 99,727
SERVICES AND OTHER CHARGES	\$ 118,954	\$ 109,340	\$ 99,727
8010 PRINCIPAL PAYMENT	\$ 1,602,264	\$ 1,602,264	\$ 1,602,264
8041 INTEREST PAYMENT	463,920	426,427	388,934
DEBT SERVICE	\$ 2,066,184	\$ 2,028,691	\$ 1,991,198
TOTAL SID #3 DEBT SERVICE	\$ 2,185,138	\$ 2,138,031	\$ 2,090,925

MPC Debt Service

LINE ITEMS	FY13	FY14	FY15
	Actual	Estimate	Budget
3160 ADMINISTRATIVE FEE	\$ -	\$ -	\$ -
SERVICES AND OTHER CHARGES	\$ -	\$ -	\$ -
8010 PRINCIPAL PAYMENT	\$ 1,095,000	\$ 1,145,000	\$ 1,210,000
8041 INTEREST PAYMENT	574,819	247,000	189,750
DEBT SERVICE	\$ 1,669,819	\$ 1,392,000	\$ 1,399,750
TOTAL MPC DEBT SERVICE	\$ 1,669,819	\$ 1,392,000	\$ 1,399,750

SID #2 Debt Service

LINE ITEMS	FY13	FY14	FY15
	Actual	Estimate	Budget
3160 ADMINISTRATIVE FEE	\$ 17,539	\$ 15,800	\$ 14,061
SERVICES AND OTHER CHARGES	\$ 17,539	\$ 15,800	\$ 14,061
8010 PRINCIPAL PAYMENT	\$ 579,668	\$ 579,668	\$ 579,668
8041 INTEREST PAYMENT	169,074	152,310	135,547
DEBT SERVICE	\$ 748,742	\$ 731,978	\$ 715,215
TOTAL SID #2 DEBT SERVICE	\$ 766,281	\$ 747,778	\$ 729,276



DEBT SERVICE FUNDS

DEBT SERVICE

SID #1 Debt Service

LINE ITEMS	FY13	FY14	FY15
	Actual	Estimate	Budget
3160 ADMINISTRATIVE FEE	\$ 11,792	\$ 8,827	\$ 5,862
SERVICES AND OTHER CHARGES	\$ 11,792	\$ 8,827	\$ 5,862
8010 PRINCIPAL PAYMENT	\$ 988,364	\$ 988,364	\$ 988,365
8041 INTEREST PAYMENT	124,996	93,567	62,136
DEBT SERVICE	\$ 1,113,360	\$ 1,081,931	\$ 1,050,501
TOTAL SID #1 DEBT SERVICE	\$ 1,125,152	\$ 1,090,758	\$ 1,056,363

Excise Tax Refunding

LINE ITEMS	FY13	FY14	FY15
	Actual	Estimate	Budget
3160 ADMINISTRATIVE FEE	\$ -	\$ -	\$ -
SERVICES AND OTHER CHARGES	\$ -	\$ -	\$ -
8010 PRINCIPAL PAYMENT	\$ -	\$ 65,000	\$ 20,000
8041 INTEREST PAYMENT	-	113,298	162,192
8055 DEBT ISSUANCE COST	-	72,572	-
DEBT SERVICE	\$ -	\$ 250,870	\$ 182,192
TOTAL EXCISE TAX REFUNDING	\$ -	\$ 250,870	\$ 182,192

Bullhead Parkway Debt Service

LINE ITEMS	FY13	FY14	FY15
	Actual	Estimate	Budget
3160 ADMINISTRATIVE FEE	\$ -	\$ -	\$ -
SERVICES AND OTHER CHARGES	\$ -	\$ -	\$ -
8010 PRINCIPAL PAYMENT	\$ 800,000	\$ -	\$ -
8041 INTEREST PAYMENT	24,400	-	-
8055 DEBT ISSUANCE COST	-	-	-
DEBT SERVICE	\$ 824,400	\$ -	\$ -
TOTAL BULLHEAD PRKWY DEBT SERVICE	\$ 824,400	\$ -	\$ -



DEBT SERVICE FUNDS

DEBT SERVICE

East Branch Sewer Debt Service

LINE ITEMS	FY13	FY14	FY15
	Actual	Estimate	Budget
3160 ADMINISTRATIVE FEE	\$ -	\$ -	\$ -
SERVICES AND OTHER CHARGES	\$ -	\$ -	\$ -
8010 PRINCIPAL PAYMENT	\$ 175,000	\$ -	\$ -
8041 INTEREST PAYMENT	5,338	-	-
8055 DEBT ISSUANCE COST	-	-	-
DEBT SERVICE	\$ 180,338	\$ -	\$ -
TOTAL EAST BRANCH SEWER DEBT SERVICE	\$ 180,338	\$ -	\$ -
GRAND TOTAL	\$ 6,751,128	\$ 5,619,437	\$ 5,458,506



ENTERPRISE FUNDS

Enterprise Funds

Wastewater/Sewer Development
Water Resources



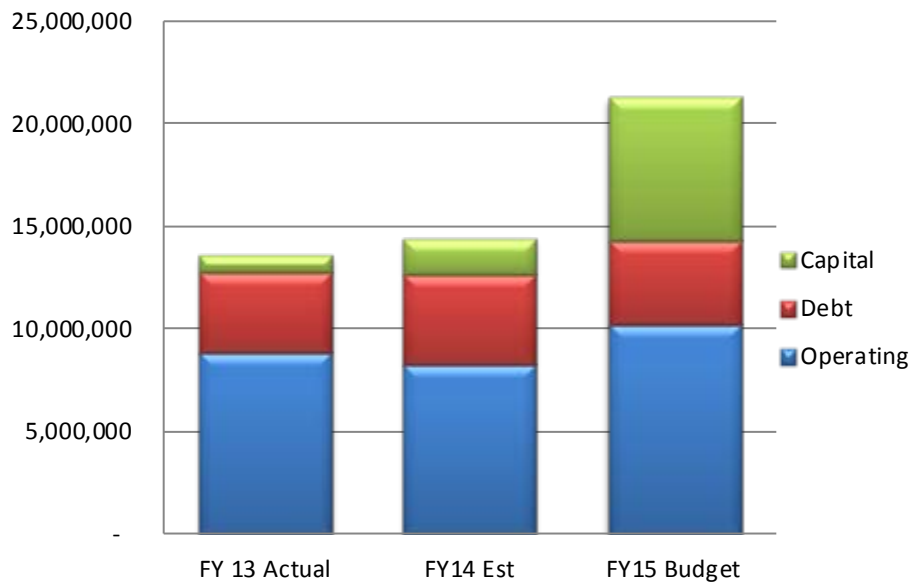
ENTERPRISE FUNDS

WASTEWATER FUND/SEWER DEVELOPMENT

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 Sewer Development Fund is 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.



FY15 operating revenues are estimated at \$13,465,056 while the FY15 operating expenses are estimated at \$14,282,255. Capital projects of \$7,003,336 are funded by bond revenue.



ENTERPRISE FUNDS

WASTEWATER FUND

Cash Flow			
	FY13	FY14	FY15
	Actual	Estimate	Budget
Beginning Cash Balance, 7/1	\$ 3,438,536	\$ 4,668,754	\$ 4,827,260
Restricted Cash	5,304,158	3,208,572	8,477,640
Total cash	\$ 8,742,694	\$ 7,877,326	\$ 13,304,900
Cash In-Flows			
Charges for Services	\$ 8,984,454	\$ 8,927,765	\$ 9,112,648
Capacity Fees	161,917	523,110	125,000
Interest Income	104,308	50,053	54,750
Miscellaneous	126,869	404,015	5,500
Proceeds	-	15,094,275	-
Total Revenues	\$ 9,377,548	\$ 24,999,218	\$ 9,297,898
Cash Out-Flows			
Sanitation	\$ (5,255,239)	\$ (3,884,867)	\$ (6,024,560)
Debt Service	(3,908,713)	(13,961,301)	(4,079,700)
Capital Outlay	(1,078,964)	(1,725,476)	(7,003,336)
	\$ (10,242,916)	\$ (19,571,644)	\$ (17,107,596)
Ending Cash Balance, 6/30	\$ 7,877,326	\$ 13,304,900	\$ 5,495,202

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 will be completed in FY15 and FY16.

Wastewater User Charges: Wastewater fees will be evaluated during the FY15. Wastewater revenues are projected at \$8,753,648 in FY15 compared to \$8,705,402 for FY14 representing a 0.6% change.

Wastewater User Charges		
Fiscal Year	Revenue	% Of Change
2009-10	\$ 8,253,724	6.1%
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	\$ 8,753,648	0.6%



ENTERPRISE FUNDS

WASTEWATER FUND

Wastewater Capacity Fees: Wastewater capacity fees will be evaluated in FY15. This fee is based on the number of fixture units.

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 the interest rates.

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

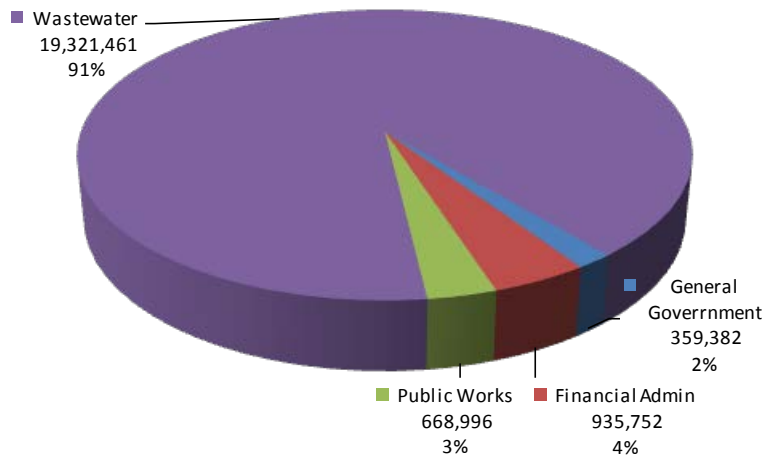


ENTERPRISE FUNDS

WASTEWATER FUND

Consolidated Fund Expenditures

	FY13 Actual	FY14 Estimate	FY15 Budget
Personnel	\$ 2,467,716	\$ 2,588,822	\$ 2,750,248
Services and other charges	5,144,205	5,070,636	6,101,948
Supplies	418,653	476,766	529,340
Property	778,492	89,905	321,019
Debt Service	3,974,631	4,442,016	4,079,700
Contingency	-	-	500,000
Subtotal	\$ 12,783,697	\$ 12,668,145	\$ 14,282,255
Capital Projects	\$ 817,717	\$ 1,747,861	\$ 7,003,336
Transfers			
General Fund	\$ 13,000.00	\$ -	\$ -
Capital Projects	66,410	-	-
Subtotal	\$ 79,410.00	\$ -	\$ -
Grand Total	<u>\$ 13,680,824</u>	<u>\$ 14,416,006</u>	<u>\$ 21,285,591</u>



The Financial administration number includes \$120,000 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 2013-2014 Highlights

- ✓ Identified and resolved system deficiencies using a comprehensive sewer inspection and monitoring program.
- ✓ Design and rebuild 10-1 and 10-4 lift station.
- ✓ Installed an odor control unit at 16-2 lift station.
- ✓ Two crews are to maintain the demand of cleaning sewer lines due to the purchase of a second camel truck.

FY 2014-2015 Objectives

- ✓ Assist with the design and construction of wastewater system improvements identified in the Section 208 Wastewater Master Plan.
- ✓ Continue to assist the parks maintenance division with improvements to the Rotary Park irrigation system.
- ✓ Assist with the construction of the City-wide SCADA system in which this automated system will increase productivity.
- ✓ Implement a computerized maintenance management system for the Section 10 WWTP and the lift stations.

Performance Indicators

Measure	FY13 Actual	FY14 Estimate	FY15 Budget
Number of Treatment Plants - Operational Cost Reduction	2	2	2
Number of Lift Stations - Operational Cost Reduction	15	15	15
Sewer Customers (Residential & Commercial)	18,606	18,624	18,700
Sewer Connections Per Employee	1,034	931	935
Sewer Spills and Line Breaks Responded/Cleaned	-	-	-
Residential Sewer Rates	31	31	31
Number of Sewer Operations Employees	18	20	20



ENTERPRISE FUNDS

WASTEWATER FUND

Operations

	FY13 Actual	FY14 Estimate	FY15 Budget
Expenditures by Classification			
Personnel Costs	\$ 1,191,241	\$ 1,316,372	\$ 1,386,692
Services and Other Charges	4,954,405	4,889,552	5,649,631
Supplies	311,132	331,602	381,733
Property	57,103	26,050	43,590
Contingency	-	-	500,000
Total Wastewater Fund	\$ 6,513,881	\$ 6,563,576	\$ 7,961,646

Expenditures by Activity

Wastewater	6,513,881	6,563,576	7,961,646
Total	\$ 6,513,881	\$ 6,563,576	\$ 7,961,646

Staffing

Instrumentation Controls Technician	0.00	1.00	1.00
Maintenance Worker I	1.00	1.00	1.00
Office Specialist II	1.00	1.00	1.00
Utilities Supervisor	1.00	1.00	1.00
Utilities Superintendent	1.00	1.00	1.00
Utilities Technician I	9.00	9.00	9.00
Utilities Technician II	2.00	2.00	2.00
Utilities Technician III	2.00	2.00	2.00
Wastewater Specialist	1.00	1.00	1.00
Utilities	18.00	19.00	19.00



ENTERPRISE FUNDS

WASTEWATER FUND

Operations

LINE ITEMS	FY13 Actual	FY14 Estimate	FY15 Budget
1105 REGULAR FULL-TIME	\$ 751,511	\$ 796,976	\$ 898,444
1120 OTHER WAGES	77,457	65,742	50,000
1125 STAND BY WAGES	21,166	22,322	24,253
1140 OVERTIME	29,857	21,610	25,950
1160 ACCRUED HOURS PAID	2,082	-	-
1510 HEALTH INSURANCE	206,986	227,803	235,200
1530 SOCIAL SECURITY	4,823	3,993	3,100
1531 MEDICARE	12,347	12,744	14,480
1533 ICMA RETIREMENT	72,778	76,102	85,853
1560 WORKERS COMPENSATION	20,817	35,352	49,412
1590 COMPENSATED ABSENCES	(8,583)	53,728	-
PERSONNEL COSTS	\$ 1,191,241	\$ 1,316,372	\$ 1,386,692
3101 LEGAL NOTICES	\$ 279	\$ -	\$ 1,000
Legal Notices for Bids, RFQs & sewer hook-ups from City Attorney			1,000
3210 ENGINEERING SERVICES	\$ 5,243	\$ 5,070	\$ 6,000
Utility location services			6,000
3280 OTHER PROFESSIONAL SERVICES	\$ 1,664	\$ -	\$ 12,000
Certification of Backflow Assemblies			1,000
Misc professional services			11,000
3810 PERMITTING & MISC. FEES	\$ 12,458	\$ 12,131	\$ 12,155
CDL License Renewals (8)			120
CDL License (1)			35
Section 10 WWTP Annual Registration Fee			6,000
Section 18 WWTP Annual Registration Fee			6,000
3815 LABORATORY SERVICES	\$ 35,028	\$ 35,104	\$ 70,000
Certified ADEQ Testing for Section 10 and 18 WWTP's			70,000
3890 OTHER CONTRACTED SERVICES	\$ 35,250	\$ -	\$ 20,000
Septic Pumping - Emergency Call-outs			20,000
4105 WATER	\$ 19,467	\$ 19,072	\$ 20,628
Acct. #089846-3 587 Terrace Drive \$16/month			192
Acct. #089863-8 1700 Clubhouse Drive \$14/month			168
Acct. #282081-2 3066 Larkwood Ave. \$14/month			168
Acct. #650941 901 Richardo \$800/month			9,600
Acct. #414849-3 Hydrant Meter 1320 Riverfront Drive \$200/Month			2,500
Acct. #414850-1 Hydrant Meter 1905 Colorado Blvd/Tanglewood \$250/M			3,000
Acct. #414851-9 Hydrant Meter 2596 Via Arroyo Dr/Mohave Drive \$200/			2,500
Acct. #414852-7 Hydrant Meter 674 Riverfront Dr/River Gardens @200/			2,500



ENTERPRISE FUNDS

WASTEWATER FUND

Operations

LINE ITEMS	FY13 Actual	FY14 Estimate	FY15 Budget
4110 ELECTRIC	\$ 758,277	\$ 709,194	\$ 740,961
Sub Acct 053 587 Terrace Dr \$725/month 10-1 Lift Station			8,700
Sub Acct 080 Sewer Plant Richardo \$15,500/month Sect 10 WWTP			186,000
Sub Acct 096 Country Club Dr \$60/month			720
Sub Acct 109 365 Riverfront Dr \$58/month 16-3 Lift Station			696
Sub Acct 129 Primrose Lane \$255/month 10-2 Lift Station			3,156
Sub Acct 131 Lft Station Lakeside Dr \$2730/Month 10-4 Lift Station			32,760
Sub Acct 135 2310 McCormick Blvd \$37/Month			456
Sub Acct 147 Lift Stnt 4 Hwy 95/1st \$157/month 18-4 Lift Station			1,884
Sub Acct 167 Pump Sect 30 \$7805/month			94,000
Sub Acct 173 1825 East Shore Villas Dr Hmt \$52/Month 16-7 Lift Station			625
Sub Acct 175 1260 Mohave Dr \$420/month CH-1 Lift Station			5,040
Sub Acct 212 1375 Marina Parkway \$470/month 10-6 Lift Station			5,640
Sub Acct 221 901 Ricardo Ave \$9700/month Sect 10 WWTP			116,400
Sub Acct 251 3066 Larkwood Ave Lift Stn \$30/month SR-3 Lift Station			360
Sub Acct 255 2525 Rio Rancho Blvd \$4750/Month Sect 18 WWTP			57,000
Sub Acct 277 Sierra Ult Sewer Lift Stat \$3000/month 16-2 Lift Station			36,000
Sub Acct 278 2525 Rio Rancho \$2150/month			25,800
Sub Acct 284 MP2 Hwy 68 \$52/month			624
Sub Acct 289 1515 Bullhead Pkwy Lift Stn \$350/month			4,200
Sub Acct 290 2525 Rio Rancho Blvd Lift Stn \$4825/month			58,000



ENTERPRISE FUNDS

WASTEWATER FUND

Operations

LINE ITEMS	FY13 Actual	FY14 Estimate	FY15 Budget
Sub Acct 291 1500 Highway 95 Lift Stn 18-1 \$3575/month			42,900
Sub Acct 295 2525 Rio Rancho Blvd \$5000/month Sect 18 WWTP			60,000
4120 NATURAL GAS	\$ 818	\$ 956	\$ 921
Acct. #1059553 - 670 Primrose Lane \$39 month			471
Acct. #1098843 - 1375 Marina Parkway \$38 month			450
4125 TELEPHONE	\$ 39,429	\$ 40,149	\$ 40,188
551Z151S Rural Access Billing Monthly \$330			3,960
704-0349 1375 Marina Pkwy Lift Station Monthly \$49			588
704-6870 Monthly Cost \$46			552
754-1850 Monthly Cost \$49			588
754-5092 Monthly Cost \$323			3,876
754-6768 Sunridge Lift Station Monthly Cost \$46.00			552
758-2800 Monthly Cost \$49			588
758-5913 Monthly Cost \$49			588
758-6194 Monthly Cost \$49			588
758-8939 Monthly Cost \$49			588
763-0922 Monthly Cost \$112			1,344
763-1788 Monthly Cost \$54			660
763-7299 Monthly Cost \$431			5,172
763-9400 monthly cost \$6845/month, 65% Gen Fund; 25% WW 5% Streets/Transit			20,544
Long distance monthly \$1117/month, 65% Gen Fund; 25% WW 5% Streets/Transit			-
4130 REFUSE	\$ 153,581	\$ 137,030	\$ 152,900
Dumping roll off dumpsters monthly (approx \$300 per load) from new Headworks at Section 10.			152,900
4320 GENERAL EQUIPMENT REPAIRS	\$ 149,491	\$ 106,138	\$ 141,368
Aqua disc display replacement screen for sect 10			1,725
Blower #3 at sect 10			5,000
Clarifier #1 replacement parts sect 10			32,400
Clarifier #2 replacement parts			13,295
Compressor, blowers, generators repair			10,000
Hydroranger spares for various lift stations and wastewater plants			3,000
PH meter amd protector for sect 10			1,205
Pumps and motor repairs			46,500



ENTERPRISE FUNDS

WASTEWATER FUND

Operations

LINE ITEMS	FY13 Actual	FY14 Estimate	FY15 Budget
Sect 18 headworks basket covers			16,898
Sect 18 headworks upgrade spray bar and brush bar system			6,800
Turbidity meter and transmitter for sect 10			3,260
Water tank for camel truck			1,285
4330 VEHICLE REPAIRS & SERVICE	\$ 66,250	\$ 62,250	\$ 64,250
Fleet Rental Charges			64,250
4340 MAINTENANCE AGREEMENTS	\$ -	\$ 394	\$ 400
Copier			400
4343 SOFTWARE/HARDWARE AGREEMENT	\$ 20,863	\$ 31,477	\$ 27,460
Remote access software for section 10/section 18 WWTP			248
As-builts and utility design software maintenance			4,857
Sewer manhole data/utility software maintenance			5,631
Firewall all for section 18 WWTP			734
Sewer module software maintenance			2,200
Alarm notification annual software maintenance			790
Supervisory Control/Data Acquisition(SCADA) maintenance			13,000
4365 SEWER REPAIRS	\$ 2,398	\$ 10,120	\$ 27,000
Miscellaneous Paving after Sewer Repairs			15,000
Manhole lids and frames to be used city wide			2,000
Slurry Seal			10,000
4390 OTHER REPAIRS & MAINTENANCE	\$ 569	\$ 700	\$ 27,900
Air condition repairs for both plants and lift stations			2,400
Section 10 Blower #3			5,000
Concrete core drilling			500
Lien mandated sewer hook-ups			15,000
Welding for Section 10 Clarifiers			5,000
4420 EQUIP. & VEHICLE RENTAL	\$ 3,275	\$ 2,320	\$ 3,462
Water softener rental			462
Dozer or Other Large Equipment Required for Trenching, Excavation, etc.			3,000
4430 LAND & BUILDING LEASE	\$ -	\$ -	\$ 200
Section 18 land lease			200
5210 PROPERTY & RISK INSURANCE	\$ 79,060	\$ 79,060	\$ 81,473
Budget based on risk management budget			81,473
5310 WIFI SERVICE	\$ 1,358	\$ 1,811	\$ -
Internet service			-
5320 CELLULAR TELEPHONES	\$ 11,747	\$ 9,051	\$ 8,550
Cellular service pooled minutes plan \$33/month (21)			8,346
Paging service \$17/month			204



ENTERPRISE FUNDS

WASTEWATER FUND

Operations

LINE ITEMS	FY13 Actual	FY14 Estimate	FY15 Budget
5610 PER DIEM	\$ 212	\$ 400	\$ 1,469
Operator's License Certification/Upgrade as required by position, 2 emp			136
APWA & ADEQ conferences			1,088
Training for Pesticide Application in Sewers, - 3 emp			33
TriState Seminar, - 4 emp			212
5621 LODGING	\$ 62	\$ 519	\$ 1,350
Operator's License Certification/Upgrade as required by position, - 2 emp			200
APWA & ADEQ conferences			1,000
TriState Seminar, - 4 emp			150
5631 TRANSPORTATION	\$ -	\$ 83	\$ 200
Operator's License Certification/Upgrade as required by position, - 2 emp			200
5650 MILEAGE REIMBURSEMENT	\$ 1,233	\$ 1,310	\$ 1,400
Employee reimbursement			1,400
5710 SEMINARS & CONFERENCES	\$ 744	\$ 1,090	\$ 5,248
Operator's License Certification/Upgrade as required by position, - 2 emp			218
Pesticide Application in Sewers, - 3 emp			550
APWA & ADEQ conferences			4,000
TriState Seminar, - 4 emp			480
5721 DUES & MEMBERSHIPS	\$ 1,018	\$ 5,087	\$ 3,153
American Public Works Association (APWA)-Annual Membership \$194 x2			388
American Society of Civil Eng (ASCE)-Annual Membership \$255 each			765
CRRSCo			2,000
8505 DEPRECIATION	\$ 3,554,631	\$ 3,619,036	\$ 4,177,995
SERVICES AND OTHER CHARGES	\$ 4,954,405	\$ 4,889,552	\$ 5,649,631
4312 IMPROVEMENTS NONCAPITAL	\$ 19,765	\$ 13,667	\$ 20,000
Concrete replacement and new installation for WWTP's.			20,000
5731 TRAINING SUPPLIES	\$ 15	\$ -	\$ -
6110 OFFICE SUPPLIES	\$ 444	\$ 953	\$ 1,705
Cell Phone Batteries and Other Cell Phone Supplies			250
Desk Calendars, CD's, Memo Books, Paper Pads, Batteries, Pens, Staples, and misc. office supplies.			1,000
Toner			455



ENTERPRISE FUNDS

WASTEWATER FUND

Operations

LINE ITEMS	FY13 Actual	FY14 Estimate	FY15 Budget
6120 SPECIALTY SUPPLIES	\$ 54,537	\$ 90,886	\$ 60,700
Electrical Supplies (wire, fuses, conduit, tape, batteries)			7,350
Heavy Equipment parts			7,000
High Output UV Lamps and Parts			7,000
Ice			600
Hoses for pumper truck and trash pump			4,000
Membrane accessories			5,500
Oxygen Misc. Gasses for Welder, Torches. etc.			750
Root remover			2,000
Injection quill			1,300
Fire hoses			600
Paper Towels for all cleaning at all facilities			400
Pipes, couplers, fittings, etc.			8,200
Pump & Press Parts (seals, gaskets, o-rings, etc.)			11,500
Safety Supplies (gloves, vests, hats, sunglasses)			1,000
Steel			3,500
6122 COMPUTER SOFTWARE	\$ 124	\$ 665	\$ 300
PDF software			300
6210 GASOLINE	\$ 30,936	\$ 26,165	\$ 33,294
9,300 gallons @ \$3.50			32,550
Fuel facility equip replacement @.08/gal			744
6220 DIESEL	\$ 18,226	\$ 17,404	\$ 18,384
4,800 gallons @ \$3.75/gal			18,000
Fuel facility equip replacement @ 08/gal			384
6410 UNIFORMS	\$ 6,569	\$ 6,798	\$ 9,350
Jackets @ approximately \$35/ea.			350
Steel-toed Boots x20			3,000
Uniform Rental and Cleaning (includes 11 sets of clothing per emp).			6,000
6520 CHEMICAL PRODUCTS	\$ 180,516	\$ 175,064	\$ 238,000
Bleach for Section 18 and Section 10 WWTPs			75,000
Caustic Soda (Sodium Hydroxide)			4,000
Citric Acid at Section 18 WWTP			-
Odor control for lift stations			110,000
Grease/root killer			10,000
Polymer for Presses			27,000
Pesticides			1,000
Biozyme for 18/1 and 18/2 lift stations			11,000
SUPPLIES	\$ 311,132	\$ 331,602	\$ 381,733



ENTERPRISE FUNDS

WASTEWATER FUND

Operations

LINE ITEMS	FY13 Actual	FY14 Estimate	FY15 Budget
7020 TOOLS	\$ 4,638	\$ 3,261	\$ 15,500
Tools to be used at all facilities and in vehicles			
FY14: Hammer drill, Sec 10 Machine Shop tools, On Call Truck hand tools			5,500
Tools for new service truck			
FY15: SAE and Metric wrenches, sockets, ratchets, extensions, breaker bars, screw drivers, pneumatic tools, electrical circuit testers, hammers, gear and wheel pullers, electric saw, vise, pliers, vise grips, clamps			10,000
7025 COMPUTER EQUIPMENT<\$5,000	\$ 4,678	\$ 2,664	\$ 10,000
Programmable Logic Controller (PLC) replacement modules for sect 18'			10,000
7030 EQUIPMENT<\$5,000	\$ 47,787	\$ 20,125	\$ 18,090
Air compressor for service truck			-
Air compressors for lift stations and plants			1,000
Air Conditioners			1,200
Autodialer			2,600
Dewatering pumps			1,300
Gas trimmer			300
Lateral line cleaning kit			-
Motor for wash water pump for section 10			3,000
Nozzles for camel truck			2,000
Pallet jack			1,190
Pump for section 10			2,500
Swamp coolers for various facilities			3,000
PROPERTY	\$ 57,103	\$ 26,050	\$ 43,590
8999 CONTINGENCY	\$ -	\$ -	\$ 500,000
Contingency			500,000
CONTINGENCY	\$ -	\$ -	\$ 500,000
TOTAL WASTEWATER	\$ 6,513,881	\$ 6,563,576	\$ 7,961,646



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.

	FY13 Actual	FY14 Estimate	FY15 Budget
Expenditures by Classification			
Services and Other Charges	\$ 18,519	\$ 34,458	\$ 28,000
Debt service	-	1,949	70,000
Grand Total	\$ 18,519	\$ 36,407	\$ 98,000
Expenditures by Activity			
General Government	\$ 18,519	\$ 36,407	\$ 98,000
Total	\$ 18,519	\$ 36,407	\$ 98,000



ENTERPRISE FUNDS

WATER RESOURCES FUND

LINE ITEMS	FY13 Actual	FY14 Estimate	FY15 Budget
3415 CONSULTANT	\$ -	\$ -	\$ -
Consultant for water resources fee update	-	-	-
3890 OTHER CONTRACTED SERVICES	\$ 18,519	\$ 34,458	\$ 28,000
10 acre feet of water from Mohave County Water Authority			8,000
Mohave County Water Authority Holding Fees for 2,973 a/f, plus an additional 1,000 a/f.			20,000
SERVICES AND OTHER CHARGES	\$ 18,519	\$ 34,458	\$ 28,000
8010 PRINCIPAL PAYMENT	\$ -	\$ -	\$ 67,500
Cibola repayment to General Fund			67,500
8041 INTEREST PAYMENT	\$ -	\$ 1,949	\$ 2,500
Cibola repayment to General Fund			2,500
DEBT SERVICE	\$ -	\$ 1,949	\$ 70,000
TOTAL WATER RESOURCES	\$ 18,519	\$ 36,407	\$ 98,000



INTERNAL SERVICE FUNDS

Internal Service Funds

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



INTERNAL SERVICE FUNDS

NAEBT

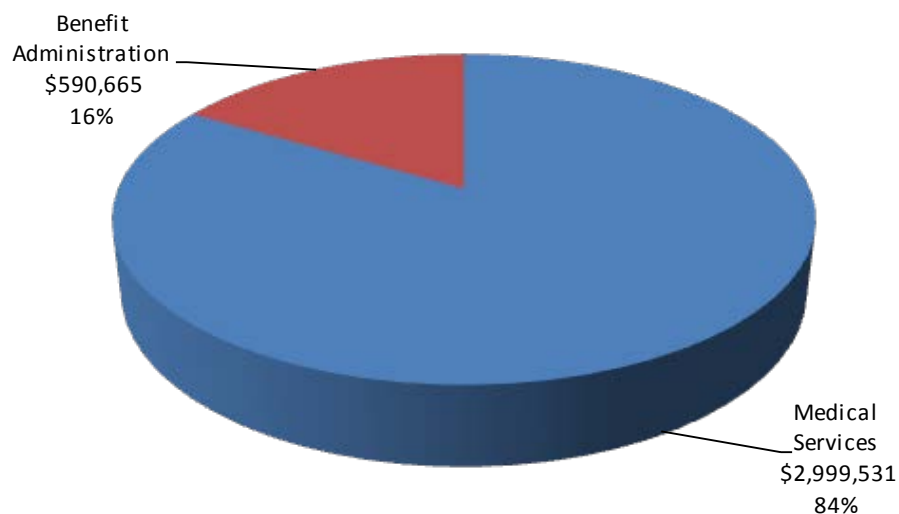
Northwest Employee Benefit Trust (NAEBT) provides the medical/prescription, dental, vision, wellness, life and AD&D insurance coverage for City employees and their dependents. The trust was formed on July 1, 2012 and was developed for Western Arizona municipal – type governments with more than 100 employees.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

The Trust is tasked with selecting the 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.

	FY13 Actual	FY14 Estimate	FY15 Budget
Expenditures by Classification			
Services and Other Charges	\$ 3,325,519	\$ 3,259,372	\$ 3,591,336
Supplies	-	-	5,219
Grand Total	\$ 3,325,519	\$ 3,259,372	\$ 3,596,555

Expenditures by Activity			
Personnel Administration	\$ 3,325,519	\$ 3,259,372	\$ 3,590,196
Wellness Program	-	-	6,359
Total	\$ 3,325,519	\$ 3,259,372	\$ 3,596,555





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.

The Fleet Division is responsible for the purchase, repair and maintenance of city vehicles and equipment. The 292 vehicle fleet includes police vehicles, automobiles, pickup trucks, light utility vehicles, wastewater Vactor 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 as well as to school district and Fire Department vehicles and equipment.

FY 2013-2014 Highlights

- ✓ Performed same maintenance activities with reduced staffing level.
- ✓ Designated area for fabrication of parts and improved work flow in Fleet Shop.
- ✓ Auctioned obsolete vehicles.

FY 2014-2015 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.
- ✓ Inventory obsolete spare parts and auction through website.

Performance Objectives

	FY13	FY14	FY15
Measure	Actual	Estimate	Budget
Routine Vehicle Service Calls	2,274	2,316	2,400
City Vehicles	225	292	295
Breakdown Service Calls	112	128	135



INTERNAL SERVICE FUNDS

FLEET SERVICES

	FY13 Actual	FY14 Estimate	FY15 Budget
Expenditures by Classification			
Personnel Cost	\$ 282,874	\$ 270,902	\$ 293,449
Services and Other Charges	422,309	388,260	679,119
Supplies	1,275,851	889,505	1,069,672
Property	7,990	7,115	5,298
Contingency	-	-	20,005
Grand Total	\$ 1,989,024	\$ 1,555,782	\$ 2,067,543
Expenditures by Activity			
Fleet Services	1,989,024	1,555,782	2,067,543
Total	\$ 1,989,024	\$ 1,555,782	\$ 2,067,543
Staffing			
Foreman	1.00	1.00	1.00
Mechanic I	2.00	2.00	2.00
Mechanic II	1.00	1.00	1.00
Office Assistant II	1.00	1.00	1.00
Fleet Services	5.00	5.00	5.00



INTERNAL SERVICE FUNDS

FLEET SERVICES

LINE ITEMS	FY13 Actual	FY14 Estimate	FY15 Budget
1105 REGULAR FULL-TIME	\$ 188,139	\$ 185,751	\$ 200,978
1120 OTHER WAGES	-	-	-
1140 OVERTIME	3,399	2,119	2,700
1160 ACCRUED HOURS PAID	3,771	-	-
1510 HEALTH INSURANCE	62,744	57,895	59,976
1530 SOCIAL SECURITY TAXES	-	77	-
1531 MEDICARE	2,404	2,309	2,953
1533 ICMA RETIREMENT	17,683	17,008	18,433
1560 WORKERS COMPENSATION	4,734	5,743	8,409
PERSONNEL COSTS	\$ 282,874	\$ 270,902	\$ 293,449
3280 OTHER PROFESSIONAL SERVICES	\$ -	\$ 1,546	\$ 5,060
Wash bay pump-out and wash \$890/service			3,560
Fuel Facility Repairs			1,500
3810 PERMITTING & MISC. FEES	\$ 248	\$ 224	\$ 548
Vehicle registrations			48
State of Arizona storage tank			500
3890 OTHER CONTRACTED SERVICES	\$ 8,778	\$ 7,017	\$ 11,525
Fuel facility inspection			2,300
Mandatory safety inspections			2,100
Fire extinguisher service & certification			650
Vehicle washes			6,475
4105 WATER	\$ 4,494	\$ 6,274	\$ 6,790
Acct # 108458-4 1285 Alonas Way \$520/Month			6,238
Acct # 108462-6 1285 Alonas Way Fire \$44/Month (5%)			552
4110 ELECTRIC	\$ 23,122	\$ 53,419	\$ 25,788
Sub Account 083 1285 Alonas Way \$240/Month			2,880
Sub Account 137 1285 Alonas Way \$1,909/Month			22,908
4120 NATURAL GAS	\$ 6,276	\$ 4,772	\$ 6,900
Acct. #1059604 1285 Alonas Way \$575/month			6,900
4320 GENERAL EQUIPMENT REPAIRS	\$ 3,838	\$ 1,631	\$ 1,000
Equipment Repair			850
Tool Repair			150
4330 VEHICLE REPAIRS & SERVICE	\$ 11,979	\$ 12,714	\$ 15,000
Outside Labor for Repairs - alignments, upholstery, motorcycle repairs, etc.			15,000
4340 MAINTENANCE AGREEMENTS	\$ -	\$ 250	\$ 2,097
Parts washer maintenance			2,097
4343 SOFTWARE/HARDWARE AGREEMENT	\$ 3,951	\$ 4,013	\$ 5,799
Vehicle repair software annual maintenance subscription			3,116
Fuel billing Software			190
Additional vehicle unit numbers for system			413



INTERNAL SERVICE FUNDS

FLEET SERVICES

LINE ITEMS	FY13 Actual	FY14 Estimate	FY15 Budget
Fuel pump Tech Support			175
Fleet vehicle maintenance software and updates			1,905
4420 EQUIP. & VEHICLE RENTAL	\$ 476	\$ 42	\$ 504
Water Softener for Pressure Washer			504
4440 OFFICE EQUIPMENT LEASE	\$ 3,529	\$ 3,848	\$ 3,960
Copier			3,960
5210 PROPERTY & RISK INSURANCE	\$ 41,017	\$ 41,017	\$ 40,406
Budget based on risk management budget			40,406
5320 CELLULAR SERVICE	\$ 399	\$ 324	\$ 396
Cellular service pooled minutes plan \$33/month (1)			396
5510 CUSTOM PRINTING	\$ -	\$ 472	\$ 472
Repair Work Orders			472
5610 PER DIEM	\$ 26	\$ 92	\$ 136
RTA training			-
Rocky Mountain Fleet Association conference			136
5621 LODGING	\$ -	\$ 264	\$ 400
RTA training			-
Rocky Mountain Fleet Association conference			400
5631 TRANSPORTATION	\$ 80	\$ -	\$ -
5710 SEMINARS & CONFERENCES	\$ 320	\$ 1,220	\$ 750
Fleet Management Association seminar registration			400
Training meetings/webinars			350
5715 BOOKS & SUBSCRIPTIONS	\$ 778	\$ 770	\$ 978
Misc vehicle manuals			200
Web manual for caterpillar machinery annual updates			778
5721 DUES & MEMBERSHIPS	\$ 310	\$ 310	\$ 310
Rocky Mountain Fleet Association Annual Membership			310
6229 TOWING CHARGES	\$ 445	\$ 35	\$ 300
Towing			300
8505 DEPRECIATION	\$ 324,543	\$ 248,006	\$ 550,000
Depreciation expense			550,000
8580 ASSET WRITE-OFF	\$ (12,300)	\$ -	\$ -
SERVICES AND OTHER CHARGES	\$ 422,309	\$ 388,260	\$ 679,119
6110 OFFICE SUPPLIES	\$ 511	\$ -	\$ 900
Miscellaneous Office Supplies			900
6120 SPECIALTY SUPPLIES	\$ 1,324	\$ 1,124	\$ 1,076
First Aid kits for vehicles in the City @ aprox \$30 each(Budget for 33 each year for 3 years (34 for 3rd year) FY15 is year 3)			1,076



INTERNAL SERVICE FUNDS

FLEET SERVICES

LINE ITEMS	FY13 Actual	FY14 Estimate	FY15 Budget
6125 SHOP SUPPLIES	\$ 4,365	\$ 4,311	\$ 6,200
Cleaners, Gloves, Safety Goggles, misc. shop supplies			1,400
Heat shrink, bulk fasteners, bulbs, fuses, fittings;reflective for police vehicles, etc.			4,000
Oxygen and welding supplies			800
6210 GASOLINE	\$ 551,019	\$ 473,407	\$ 590,849
City Vehicles/Equip Unleaded Fuel 168,405 @ \$3.50/gal			562,849
Non-City Vehicles/Equip Unleaded Fuel 8,000 gal \$3.50/gal			28,000
6220 DIESEL	\$ 483,199	\$ 169,477	\$ 227,333
Diesel City Vehicles/Equip 51,047 gal @ \$3.75/gal			195,458
Diesel Non-City Vehicles/Equip 8,500 gal @ \$3.75/gal			31,875
6225 TIRES	\$ 75,743	\$ 66,155	\$ 70,000
Tires			70,000
6230 OIL AND OTHER LUBRICANTS	\$ 14,350	\$ 17,875	\$ 15,000
Oil, Bulk Fluids			15,000
6232 AUTO PARTS	\$ 144,479	\$ 156,480	\$ 157,330
Auto parts			157,330
6410 UNIFORMS	\$ 861	\$ 676	\$ 984
Allowance for steel-toed boots \$150 each x 4			600
Replacement pants/shorts (3) x4 employees			204
Replacement shirts (3) x4 employees			180
SUPPLIES	\$ 1,275,851	\$ 889,505	\$ 1,069,672
7020 TOOLS	\$ 2,469	\$ 1,042	\$ 3,000
Miscellaneous mechanic tools			3,000
7030 EQUIPMENT<\$5,000	\$ 5,521	\$ 6,073	\$ 2,298
Tool chests (2)			2,298
PROPERTY	\$ 7,990	\$ 7,115	\$ 5,298
8999 CONTINGENCY	\$ -	\$ -	\$ 20,005
Fuel facility replacement equipment			20,005
CONTINGENCY	\$ -	\$ -	\$ 20,005
TOTAL FLEET SERVICES	\$ 1,989,024	\$ 1,555,782	\$ 2,067,543



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 properly dispose of liability claims against the City. The division strives to improve the safety of the City's operations through an 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. A funding formula change in FY14 from AMRRP for workers compensation is the primary reason for the increase in this area.

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 all the line item information is included in that section.

	FY13 Actual	FY14 Estimate	FY15 Budget
Expenditures by Classification			
Personnel Costs	\$ 115,646	\$ 113,712	\$ 123,312
Services and Other Charges	1,096,213	1,313,425	1,482,333
Supplies	4,983	2,998	6,612
Property	689	740	950
Grand Total	\$ 1,217,531	\$ 1,430,875	\$ 1,613,207

Expenditures by Activity			
Risk Management	\$ 822,345	\$ 833,127	\$ 938,207
Workers Compensation	395,186	597,748	675,000
Total	\$ 1,217,531	\$ 1,430,875	\$ 1,613,207

Staffing			
HR/Risk Manager	0.50	0.50	0.50
Human Resources Specialist	0.70	0.70	0.70
Administrative Assistant	0.35	0.35	0.35
Total	1.55	1.55	1.55



CAPITAL IMPROVEMENT PLAN

Capital Improvement Plan

Drainage Improvements
Street Improvements
Park Improvements
Street Lighting Districts



CAPITAL IMPROVEMENT PLAN

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 budgeting 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 Police Departments participates in the review of past capital project accomplishments and the identification of new projects for inclusion in the plan.

Projects included in the 2015-2019 CIP will form the basis for appropriations in the 2014-2015 fiscal year budgets. 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 communication 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



CAPITAL IMPROVEMENT PLAN

CAPITAL IMPROVEMENT PLAN

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 revenues) to ensure they can be sustained into the future.



CAPITAL IMPROVEMENT PLAN

CAPITAL IMPROVEMENT PLAN

Page No.	Project Title	FY 15 Budget
Drainage Improvements		
254	Havasupai/Chaparral Wash	\$ 370,000
255	Miracle Mile	\$ 200,000
256	Buena Vista Area Flooding Abatement	\$ 500,000
257	Miscellaneous Drainage Improvemens and Wash Maintenance	\$1,707,683
258	Rotary Park	\$ 100,000
Total Drainage Improvements		<u>\$2,877,683</u>
Park Improvements		
259	Community Dog Park	\$ 25,000
260	Colorado River Nature Center Improvements	\$ 93,553
Total Park Improvements		<u>\$ 118,553</u>
Transportation		
261	NSIP Maintenance	\$ 500,000
262	HSIP Maintenance	\$ 315,532
263	Placeholder if Proposed Sales Tax is Approved	\$5,000,000
Total Transportation		<u>\$5,815,532</u>
Sewer Improvements		
264	Section 10 UV System Rehabilitation	\$ 300,000
265	Lift Station 10-1/10-4	\$2,000,000
266	Chaparral Lift Station Decommissioning	\$ 75,000
267	Miscellaneous Lift Station Rehabilitation	\$2,579,336
268	Section 18 WWTP Improvements	\$1,449,000
269	City-wide SCADA System	\$ 200,000
270	Miscellaneous Sewer Improvements	\$ 200,000
271	West Branch Sewer Trunk	\$ 50,000
272	Manhole Rehabilitation	\$ 150,000
Total Sewer Improvements		<u>\$7,003,336</u>



CAPITAL IMPROVEMENT PLAN

Havasupai/Chaparral Wash

Category: Drainage	Department: Public Works
Focus Area: Flood Control	Department Priority: 1
Location: Chaparral Drive/Chaparral County Club Area	Fund: 304
Estimated Completion Date: October 2014	Project #: Various

Description & Scope: Design and construction of flood control channels, retention basins, rip-rap erosion protection, concrete channel lining, drop structures, re-grading of roadways and other areas that carry flood waters and other improvements.

Purpose: To reduce flooding and damage to public and private properties, improve emergency access and protect infrastructure and buildings.

History & Key Milestones: The Chaparral area has a history of flooding due to its location at the bottom end of 2 large drainage basins (the Chaparral and Havasupai Washes). Some streets could not be negotiated for days when a storm event occurred, and vehicles and private property were damaged. Several years ago the City identified a series of projects to reduce flooding and protect properties. A total of 5 projects (phases) ultimately were designed and constructed, the final one of which is scheduled for December 2014.

		FY15 Budget Distribution	
		Amount	
Total Project Cost	2,645,839	Planning/Design	-
Prior Year(s) Funding	2,275,839	Acquisition/Relocation	-
FY 2015 Proposed	370,000	Site Improvements	370,000
FY 2016 – FY 2019 Planned	-	Construction	-
Remaining Need	-	Furniture/Fixtures/Equipment	-
		Other	-
		Total	370,000

Funding Source(s): Flood Control



CAPITAL IMPROVEMENT PLAN

Miracle Mile

Category: Drainage	Department: Public Works
Focus Area: Flood Control	Department Priority: 2
Location: Miracle Mile Corridor South of Riverview Mall	Fund: 304
Estimated Completion Date: 2016	Project #: Various

Description & Scope: Obtain detailed digital topographical mapping of the City and utilize this to evaluate the Havasupai and Chaparral Drainage tributaries east of State Route 95 and then design and construct retention basins, channels/berms, and erosion protection and/or storm sewer improvements along the southern portion of the Miracle Mile corridor.

Purpose: Protect existing infrastructure and reduce the amount of sediment and storm water that flows across and onto Miracle Mile and some of the streets that cross it, creating flooding, impassible roads and damage to existing properties and infrastructure. A secondary purpose is to obtain detailed digital topographical mapping of the City, which can be used for a myriad of tasks including design, planning, mapping, modeling, and construction. The last City-wide topographical mapping was conducted in 2000.

History & Key Milestones: The City has held discussions and negotiations with FEMA and the Mohave County Flood Control District and has been selected to participate in 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 have recently entered into an IGA for this project, which will be funding 75% by FEMA and 25% by the City, with the County administering the grant and the consultant contract.

Operating Impact: The reduction of sedimentation, erosion and flooding along the Miracle Mile Corridor will significantly reduce storm cleanup efforts, 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.

		FY15 Budget Distribution	
		Amount	
Total Project Cost	400,000-	Planning/Design	200,000
Prior Year(s) Funding	-	Acquisition/Relocation	-
FY 2015 Proposed	200,000	Site Improvements	-
FY 2016 – FY 2019 Planned	200,000	Construction	-
Remaining Need	-	Furniture/Fixtures/Equipment	-
		Other	-
		Total	200,000

Funding Source(s): Flood Control



CAPITAL IMPROVEMENT PLAN

Buena Vista Area

Category: Drainage	Department: Public Works
Focus Area: Flood Control	Department Priority: 1
Location: Buena Vista	Fund: 304
Estimated Completion Date: 2016	Project #:14-E-004

Description & Scope: The project consists of the design and construction of a variety of localized drainage improvements, such as shoulder hardening/widening, curbs, grading and retention basin construction in the Buena Vista area.

Purpose: These improvements will help reduce and/or eliminate damage to public rights of way and private property from scour and erosion, flooding and deposition of sediments in low lying areas.

History & Key Milestones: This area has experienced significant damage to roadway shoulders, embankments and private property when storms hit the area and cause localized flooding. Low lying areas experience deposition of dirt and rock that has been eroded from steeper areas, especially along roadway shoulders and yards. On January 8, 2014 the City retained the services of JE Fuller Hydrology and Geomorphology, Inc. to evaluate and develop solutions to the flooding problems the Buena Vista area experienced. In May 2014 the City received the final engineering report from JE Fuller, which evaluated the flooding problems and provided recommendations on ways to protect and flood proof the area. Since that time, City staff has utilized the finding and recommendations from the report to begin preparing a series of projects that will be bid out to local contractors to perform.

Operating Impact: These improvements will reduce the amount of time, effort and cost associated with the Roads Division’s cleanup of the roads and drainage ways after storms.

		FY15 Budget Distribution	
		Amount	
Total Project Cost	1,000,000	Planning/Design	20,000
Prior Year(s) Funding	-	Acquisition/Relocation	-
FY 2015 Proposed	500,000	Site Improvements	-
FY 2016 – FY 2019 Planned	500,000	Construction	480,000
Remaining Need	-	Furniture/Fixtures/Equipment	-
		Other	-
		Total	500,000

Funding Source(s): Flood Control



CAPITAL IMPROVEMENT PLAN

Miscellaneous Drainage Improvements and Wash Maintenance

Category: Drainage	Department: Public Works
Focus Area: Flood Control	Department Priority: 2
Location: Various	Fund: 304
Estimated Completion Date: June 30, 2015	Project #: Various

Description & Scope: Design and Construction of a variety of different flood control improvements and repairs to public property, rights of way and infrastructure. Work may include channelization, retention basins, storm sewers, pavement and concrete repair, diversion levees, and other related flood work.

Purpose: Address drainage issues and concerns as they become evident and provide repair and protection of existing infrastructure damaged during flood events, as well as other properties (public and private) and facilities.

History & Key Milestones: 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 is 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 to name a few. Drainage studies, typically the precursor to undertaking construction projects in a particular area, have been completed for the Buena Vista area, and others are proposed for the Miracle Mile area and upper (east of SR 95) portions of the Chaparral and Havasupai Washes drainage basins.

Operating Impact: 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.

		FY15 Budget Distribution	
		Amount	
Total Project Cost	1,707,683	Planning/Design	50,000
Prior Year(s) Funding	-	Acquisition/Relocation	-
FY 2015 Proposed	1,707,683	Site Improvements	-
FY 2016 – FY 2019 Planned	-	Construction	1,657,683
Remaining Need	-	Furniture/Fixtures/Equipment	-
		Other	-
		Total	1,707,683

Funding Source(s): Flood Control



CAPITAL IMPROVEMENT PLAN

Rotary Park

Category: Drainage Improvement	Department: Public Works
Focus Area: Flood Control	Department Priority: 2
Location: Rotary Park	Fund: 304
Estimated Completion Date: Summer 2016	Project #: PWOPS

Description & Scope: 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.

Purpose: To facilitate the conveyance of storm drainage through Rotary Park and protection of park improvements, as well as reduce the impact of storm water entering the Colorado River.

History & Key Milestones: 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.

Operating Impact: The installation of drainage improvements will reduce the amount of flood cleanup necessary in the park after storm events, and will protect existing and future infrastructure from flood damage.

		FY15 Budget Distribution	
		Amount	
Total Project Cost	200,000-	Planning/Design	-
Prior Year(s) Funding	-	Acquisition/Relocation	-
FY 2015 Proposed	100,000	Site Improvements	-
FY 2016 – FY 2019 Planned	100,000	Construction	100,000
Remaining Need	-	Furniture/Fixtures/Equipment	-
		Other	-
		Total	100,000

Funding Source(s): Flood Control



CAPITAL IMPROVEMENT PLAN

Community Park Dog Park

Category: Parks Improvements	Department: Public Works
Focus Area: Dog Park	Department Priority: 2
Location: Community Park	Fund: 312
Estimated Completion Date: Early 2015	Project #:

Description & Scope: Design and construct facilities for dog owners to exercise their animals in an outdoor setting. Improvements include fencing, turf, water facilities and shade.

Purpose: To provide facilities for dog owners to provide their animals with exercise and time outside, allowing them to run free without restraints.

History & Key Milestones: A dog park has been successfully constructed and operated at Rotary Park, and this facility will provide similar services for those that live in the northern portions of the community. Preliminary siting work has been performed already.

Operating Impact: Additional manpower and materials above those needed for the current park will be required to maintain the facilities; however this facility will open the park up to more users.

		FY15 Budget Distribution	
		Amount	
Total Project Cost	-	Planning/Design	-
Prior Year(s) Funding	-	Acquisition/Relocation	-
FY 2015 Proposed	25,000	Site Improvements	25,000
FY 2016 – FY 2019 Planned	-	Construction	-
Remaining Need	-	Furniture/Fixtures/Equipment	-
		Other	-
		Total	25,000

Funding Source(s): General Fund



CAPITAL IMPROVEMENT PLAN

Colorado River Nature Center Improvements

Category: Park Improvements	Department: Public Works
Focus Area: Colorado River Nature Center	Department Priority: 1
Location: Colorado River Nature Center	Fund: 312
Estimated Completion Date: June 2015	Project #:NC1

Description & Scope: Construct a one (1) mile hard surface trail with six (6) interpretive waysides. The trail will include waysides, benches and shade structures.

Purpose: To promote public recreation and appreciation of the outdoors that are compatible with protection and enhancement of wild life, habitat and other natural resources in the Nature Center.

History & Key Milestones: This project is part of the City’s effort to promote recreational activities while expanding our parks and other facilities.

Operating Impact: Additional manpower and materials above those needed for the current nature center will be required to maintain the facilities; however this improvement will open up the nature center to more users.

		FY15 Budget Distribution	
		Amount	
Total Project Cost	98,760-	Planning/Design	-
Prior Year(s) Funding	5,207	Acquisition/Relocation	-
FY 2015 Proposed	93,553	Site Improvements	93,553
FY 2016 – FY 2019 Planned	-	Construction	-
Remaining Need	-	Furniture/Fixtures/Equipment	-
		Other	-
		Total	93,553

Funding Source(s): Grants



CAPITAL IMPROVEMENT PLAN

NSIP Maintenance

Category: Transportation	Department: Public Works
Focus Area: Street Maintenance	Department Priority: 1
Location: Various	Fund: 313
Estimated Completion Date: Late Spring for NSIP 26	Project #: 14-E-013

Description & Scope: Design and construction for various pavement maintenance techniques, such as chip seals, slurry, fog seals, scrub seals, crack filling, pothole patching to preserve and improve the condition of the City's neighborhood streets.

Purpose: To maintain and preserve one of the City's most valuable and costly infrastructure resources, our City streets.

History & Key Milestones: The City has undertaken various pavement maintenance programs over the years, however during the Sewer Improvement District implementation, funding for street maintenance was utilized to replace streets in these areas, thereby reducing the amount of maintenance performed on other streets. A sales tax initiative was presented to the public, devoted primarily to funding of street maintenance, and was rejected by the voters, therefore, new alternatives to maintain our streets will be presented to the City Council and subsequent projects undertaken as funding allows to maintain existing streets.

Operating Impact: Maintenance of City streets will help protect and preserve one of the City's most expensive resources.

		FY15 Budget Distribution	
		Amount	
Total Project Cost	500,000	Planning/Design	-
Prior Year(s) Funding	-	Acquisition/Relocation	-
FY 2015 Proposed	500,000	Site Improvements	500,000
FY 2016 – FY 2019 Planned	-	Construction	-
Remaining Need	-	Furniture/Fixtures/Equipment	-
		Other	-
		Total	500,000

Funding Source(s): Highway User Revenue Fund



CAPITAL IMPROVEMENT PLAN

HSIP Maintenance

Category: Transportation	Department: Public Works
Focus Area: Roadway Safety Improvements	Department Priority: 2
Location: Parkway at Silver Creek and Adobe and Mohave at Miracle Mile	Fund: 313
Estimated Completion Date: Fall 2015	Project #: 12-E-008

Description & Scope: Install dedicated right turn lane on Parkway southbound to Silver Creek, install ADA compliant handicapped accessible ramps and pedestrian call signals at all corners of the intersection of the Parkway and Adobe Road, and add dedicated turn lanes and traffic control islands at the intersection of Mohave Drive, Miracle Drive and the Wal-Mart driveway.

Purpose: To enhance the safety of drivers and pedestrians at all three project locations.

History & Key Milestones: The City obtained a Highway Safety Improvements Program (HSIP) grant from the Federal Highway Administration (FHWA) through WACOG, to design and construct safety improvements at three locations with a history of vehicular and/or pedestrian accidents and concerns. The City provides approximately 5.7% of the total funding, with FHWA providing the remainder. ADOT has selected a consultant to design the project, design is complete and FHWA has authorized funding to construct the project. The project will be bid out by ADOT in the fall of 2014 with construction scheduled to begin in late fall or early winter with completion in 2015.

Operating Impact: It is anticipated that these improvements will provide for safer vehicular and pedestrian operations at these three locations.

		FY15 Budget Distribution	
		Amount	
Total Project Cost	598,632	Planning/Design	-
Prior Year(s) Funding	258,100-	Acquisition/Relocation	-
FY 2015 Proposed	315,532	Site Improvements	-
FY 2016 – FY 2019 Planned	25,000	Construction	315,532
Remaining Need	-	Furniture/Fixtures/Equipment	-
		Other	-
		Total	315,532

Funding Source(s): Highway User Revenue Fund



CAPITAL IMPROVEMENT PLAN

Sales Tax

Category: Street Improvements	Department: Public Works
Focus Area: Street Reconstruction and Maintenance	Department Priority: 1
Location: Various	Fund: 313
Estimated Completion Date:	Project #: Various

Description & Scope: A dedicated Sales Tax Initiative for design and reconstruction of various streets throughout the City in improve the condition of the neighborhood streets.

Purpose: To maintain and preserve one of the City’s most valuable and costly infrastructure resources, our City streets.

History & Key Milestones: A one percent City sales tax increase over seven years is projected to raise approximately \$35 million dollars which is estimated to be sufficient for the reconstruction and maintenance necessary for City streets. The one percent collected will be accounted for and deposited into a segregated account. Revenue raised will only be used for street reconstruction and maintenance projects and the increase will sunset at the end of seven years or upon collection of \$35 million, whichever occurs first, without any further action of the qualified electors or the City Council.

Operating Impact: Reconstruction and maintenance of City streets will help protect and preserve one of the City’s most expensive resources.

		FY15 Budget Distribution	
		Amount	
Total Project Cost	35,000,000	Planning/Design	500,000
Prior Year(s) Funding	-	Acquisition/Relocation	-
FY 2015 Proposed	5,000,000	Site Improvements	-
FY 2016 – FY 2019 Planned	20,000,000	Construction	4,500,000
Remaining Need	10,000,000-	Furniture/Fixtures/Equipment	-
		Other	-
		Total	5,000,000

Funding Source(s): Sales Tax Initiative



CAPITAL IMPROVEMENT PLAN

Section 10 UV System Rehabilitation

Category: Wastewater	Department: Public Works
Focus Area: Sewer Improvements	Department Priority: 1
Location: Section 10 Wastewater Treatment Plant	Fund: 520
Estimated Completion Date: Late 2015	Project #: 14-E-007

Description & Scope: Design and construction of a new concrete channel system and refurbishment of the existing Ultraviolet Disinfection equipment to provide a new system for disinfecting the wastewater treated at Section 10 WWTP.

Purpose: Rehabilitate and replace the existing UV system that has reached the end of its useful life, thereby providing reliable, efficient disinfection that will meet state and federal requirements.

History & Key Milestones: Design was commenced in the spring of 2014, and construction is expected to be completed in the fall of 2015.

Operating Impact: Maintenance and repair of the existing system will be significantly reduced, and better efficiency with the UV system should help maintain or even reduce utility costs.

		FY15 Budget Distribution	
		Amount	
Total Project Cost	314,793	Planning/Design	-
Prior Year(s) Funding	14,793	Acquisition/Relocation	-
FY 2015 Proposed	300,000	Site Improvements	-
FY 2016 – FY 2019 Planned	-	Construction	300,000
Remaining Need	-	Furniture/Fixtures/Equipment	-
		Other	-
		Total	300,000

Funding Source(s): Sewer Development



CAPITAL IMPROVEMENT PLAN

Lift Station 10-1 & 10-4 Expansion/Rehabilitation

Category: Wastewater	Department: Public Works
Focus Area: Sewer Improvements	Department Priority: 1
Location: Rotary Park Soccer Field and Yale/Terrace	Fund: 520
Estimated Completion Date: June 2015	Project #: 13-E-004

Description & Scope: Design and construction of lift stations at the 10-1 (Yale/Terrace) and 10-4 (Rotary Park Soccer Field) sites, rehabilitation of the existing lift stations, odor control, and masonry block perimeter walls and associated sewer and site improvements.

Purpose: To replace the existing lift stations at both sites, which have reached the end of their useful lives, rehabilitate the existing lift stations for emergency storage and pumping capacity, add new odor control to the 10-1 site and upgrade the odor control at the 10-4 site, and add perimeter masonry block walls around both sites to enhance security and provide screening of the sites from the surrounding areas.

History & Key Milestones: The project has been designed and is currently under construction with completion anticipated sometime during the summer of 2015.

Operating Impact: The storage and pumping capacity at both stations will be improved and initially, operating expenses are anticipated to be reduced, odor control will be improved and security will be enhanced.

		FY15 Budget Distribution	
			Amount
Total Project Cost	5,801,320	Planning/Design	-
Prior Year(s) Funding	3,801,320	Acquisition/Relocation	-
FY 2015 Proposed	2,000,000	Site Improvements	-
FY 2016 – FY 2019 Planned	-	Construction	2,000,000
Remaining Need	-	Furniture/Fixtures/Equipment	-
		Other	-
		Total	2,000,000

Funding Source(s): Sewer Development



CAPITAL IMPROVEMENT PLAN

Chaparral Lift Station Decommissioning

Category: Wastewater	Department: Public Works
Focus Area: Sewer Improvements	Department Priority: 2
Location: Chaparral Lift Station	Fund: 520
Estimated Completion Date:	Project #: 15-E-002

Description & Scope: Design and construction of gravity sewer piping and manholes to bypass the existing Chaparral Lift Station, located on the Chaparral Golf Course, thereby allowing the lift station to be abandoned and removed.

Purpose: 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 and 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.

History & Key Milestones: After the ability to bypass the lift station was confirmed during preparation of the Section 208 Update, the project was programmed into the Capital Improvement Plan. Design is scheduled to occur in 2015 and upon approval from ADEQ, construction will be scheduled the following year.

Operating Impact: 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.

		FY15 Budget Distribution	
		Amount	
Total Project Cost	75,000-	Planning/Design	55,000
Prior Year(s) Funding	-	Acquisition/Relocation	-
FY 2015 Proposed	75,000	Site Improvements	-
FY 2016 – FY 2019 Planned	-	Construction	20,000
Remaining Need	-	Furniture/Fixtures/Equipment	-
		Other	-
		Total	75,000

Funding Source(s): Sewer Development



CAPITAL IMPROVEMENT PLAN

Miscellaneous Lift Station Rehabilitation

Category: Wastewater	Department: Public Works
Focus Area: Sewer Improvements	Department Priority: 2
Location: Various	Fund: 520
Estimated Completion Date: June 30, 2015	Project #: Various

Description & Scope: Design and construction of a variety of miscellaneous improvements and repairs to sewer lift stations, including recoating wet wells, rehabilitation emergency generators, installing and repairing odor control facilities, replacing and/or refurbishing pumping and monitoring equipment, electrical and controls modifications and additions, sound attenuation, etc.

Purpose: To repair, protect and improve the function, operation, reliability and efficiency of the City's existing sewer lift stations.

History & Key Milestones: A variety of improvements have been undertaken over the years to many of the City's existing sewer lift stations including the upsizing of sewer force mains, repair of pumps, wet wells, perimeter fencing, emergency generators, control, the replacement of pumps with more energy efficient models, and the installation of new odor control units, and sun shades. Some of the lift stations improved includes the 10-1 Lift Station (Yale/Terrace), the 16-2 Lift Station (Clubhouse Drive), and the 10-4 Lift Station (Rotary Park Soccer Field)

Operating Impact: These improvements and repairs protect the environment and the public health by providing additional emergency storage and pumping, improve the efficiency of pumps, install new and/or upgrade existing odor control facilities, provide sound attenuation to some of the equipment.

		FY15 Budget Distribution	
		Amount	
Total Project Cost	2,579,336	Planning/Design	50,000
Prior Year(s) Funding	-	Acquisition/Relocation	-
FY 2015 Proposed	2,579,336	Site Improvements	-
FY 2016 – FY 2019 Planned	-	Construction	2,529,336
Remaining Need	-	Furniture/Fixtures/Equipment	-
		Other	-
		Total	2,579,336

Funding Source(s): Sewer Development



CAPITAL IMPROVEMENT PLAN

Section 18 WWTP Improvements

Category: Wastewater	Department: Public Works
Focus Area: Sewer Improvements	Department Priority: 1
Location: Section 18 Wastewater Treatment Plant	Fund: 520
Estimated Completion Date: Late Fall 2015	Project #: 12-E-011

Description & Scope: Design and construction of a new cleaning and storage tank for the treatment membranes, resurfacing and installation of a new under drain system for the existing sludge dewatering beds, conversion of the existing aeration basin to an aerobic sludge digester/thickener, the installation of a bypass line to reduce grease loading at the membrane tanks, installation of a new effluent flow metering station and other miscellaneous improvements.

Purpose: The new membrane cleaning and storage tank will allow more thorough cleaning of membranes without taking one half of the plant out of operation, the sludge dewatering beds will have additional dewatering capabilities that will be further improved by the sludge digester/thickener, and the reduction of grease from the membrane tanks will reduce fouling and cleaning.

History & Key Milestones: Design of the improvements commenced in August of 2012, waiting for ADEQ approval but once approved construction should begin in early 2015 with completion near the end of the year.

Operating Impact: This project will reduce the effort to clean and extend the life of the membranes, will improve the operation of the sludge dewatering system, reduce fouling of the membrane from grease, and improve the sludge handling at the plant. More accurate monitoring of effluent delivered from the plant will improve billing.

		FY15 Budget Distribution	
		Amount	
Total Project Cost	2,000,000	Planning/Design	-
Prior Year(s) Funding	256,409	Acquisition/Relocation	-
FY 2015 Proposed	1,449,000	Site Improvements	1,449,000
FY 2016 – FY 2019 Planned	294,591-	Construction	-
Remaining Need	-	Furniture/Fixtures/Equipment	-
		Other	-
		Total	1,449,000

Funding Source(s): Sewer Development



CAPITAL IMPROVEMENT PLAN

City Wide SCADA System

Category: Wastewater	Department: Public Works
Focus Area: Sewer Improvements	Department Priority: 1
Location: Lift Stations and Treatment Plants	Fund: 520
Estimated Completion Date: October, 2014	Project #: 11-E-004

Description & Scope: Design and Construction of a Supervisory Control and Data Acquisition (SCADA) System to remotely monitor and in the future control the City’s wastewater lift stations and treatment plants.

Purpose: This project will provide real-time monitoring and evaluation of the city’s remote lift stations and wastewater treatment plants, significantly enhancing the response time during periods of emergency, and allowing on-call staff to assess situations remotely and quickly, thereby reducing the impacts from physical, mechanical or electrical emergencies. The system will also provide for the retention and retrieval of detailed historical operations data from all lift stations and treatment plants, which is valuable for preparing of reports and conducting trend analyses, etc.

History & Key Milestones: This project was performed utilizing the Design-Build project delivery method, and a Contractor/Designer was selected to perform the work using a 2-phase (Design and Construction) approach. Design was completed in 2013 and construction of the project will be completed in early October, 2014, and then the system will be fully functional.

Operating Impact: The project will significantly improve the notification and response time for emergencies that occur at the lift stations and/or treatment plants, and will also allow the on-call staff to quickly evaluate and troubleshoot problems, while other staff is en-route to deal with the emergency.

		FY15 Budget Distribution	
		Amount	
Total Project Cost	1,535,400	Planning/Design	-
Prior Year(s) Funding	1,335,400	Acquisition/Relocation	-
FY 2015 Proposed	200,000	Site Improvements	-
FY 2016 – FY 2019 Planned	-	Construction	-
Remaining Need	-	Furniture/Fixtures/Equipment	200,000
		Other	-
		Total	200,000

Funding Source(s): Sewer Development



CAPITAL IMPROVEMENT PLAN

Miscellaneous Sewer Improvements

Category: Wastewater	Department: Public Works
Focus Area: Sewer Improvements	Department Priority: 2
Location: Various	Fund: 520
Estimated Completion Date: June 30, 2015	Project #: Various

Description & Scope: Design and construction of a variety of miscellaneous sewer improvements and repairs, including sewer lines, manholes, vaults, borings and related activities.

Purpose: To repair, protect and improve the function, operation and reliability of the City’s existing sewer collection and treatment system.

History & Key Milestones: 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.

Operating Impact: 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.

		FY15 Budget Distribution	
		Amount	
Total Project Cost	200,000	Planning/Design	20,000
Prior Year(s) Funding	-	Acquisition/Relocation	-
FY 2015 Proposed	200,000	Site Improvements	180,000
FY 2016 – FY 2019 Planned	-	Construction	-
Remaining Need	-	Furniture/Fixtures/Equipment	-
		Other	-
		Total	200,000

Funding Source(s): Sewer Development



CAPITAL IMPROVEMENT PLAN

West Branch Sewer Trunk Line Rehabilitation

Category: Wastewater	Department: Public Works
Focus Area: Sewer Improvements	Department Priority: 3
Location: Southwest Portion of the City	Fund: 520
Estimated Completion Date: 2016	Project #: 15-E-003

Description & Scope: Design and construction of improvements to repair damaged joints and lining on the existing west branch large diameter sewer line.

Purpose: To repair damage to the pipe joints and lining of the existing 36” and 42” diameter gravity sewer line that is upstream of Section 10 WWTP which was discovered during video monitoring of the line by City staff.

History & Key Milestones: As 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 in early 2015, with construction expected to occur later in 2015.

Operating Impact: 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.

		FY15 Budget Distribution	
		Amount	
Total Project Cost	800,000	Planning/Design	50,000
Prior Year(s) Funding	-	Acquisition/Relocation	-
FY 2015 Proposed	50,000	Site Improvements	-
FY 2016 – FY 2019 Planned	750,000	Construction	-
Remaining Need	-	Furniture/Fixtures/Equipment	-
		Other	-
		Total	50,000

Funding Source(s): Sewer Development



CAPITAL IMPROVEMENT PLAN

Manhole Rehabilitation

Category: Wastewater	Department: Public Works
Focus Area: Sewer Improvements	Department Priority: 3
Location: Various	Fund: 520
Estimated Completion Date: Phase 1 Spring 2015	Project #: Various

Description & Scope: Rehabilitate 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.

Purpose: To rehabilitate and protect existing corroded concrete manholes and reduce impacts and damage in infrastructure such as roadways, utilities and drainage facilities from future failures.

History & Key Milestones: Phase one 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 two projects were created, one for each type of rehabilitation, and will be bid out separately. Design is complete for both projects and bidding will occur in fall of 2014, with completion scheduled for Spring 2015.

Operating Impact: Ultimately, this will enhance the sewer collection system by maintaining adequate access to the sewer lines for maintenance, cleaning and monitoring.

		FY15 Budget Distribution	
			Amount
Total Project Cost		Planning/Design	-
Prior Year(s) Funding	-	Acquisition/Relocation	-
FY 2015 Proposed	150,000	Site Improvements	-
FY 2016 – FY 2019 Planned		Construction	150,000
Remaining Need	-	Furniture/Fixtures/Equipment	-
		Other	-
		Total	150,000

Funding Source(s): Sewer Development



CAPITAL IMPROVEMENT PLAN

Capital Improvement Plan FY16-FY19

CATEGORIES	FY16 Proposed	FY17 Proposed	FY18 Proposed	FY19 Proposed
Miracle Mile Drainage Improvements	200,000	-	-	-
Buena Vista Area Flooding Abatement	500,000	-	-	-
Misc Drainage Improvements & Wash Maint.	300,000	300,000	300,000	300,000
Rotary Park Drainage Improvements	100,000	-	-	-
Arcadia/Montana Wash Culvert Crossing	-	350,000	-	-
Landon/Black Wash Culvert Crossing	-	-	350,000	-
TOTAL DRAINAGE IMPROVEMENTS	\$ 1,100,000	\$ 650,000	\$ 650,000	\$ 300,000
NSIP Maintenance	\$ 500,000	\$ 500,000	\$ 500,000	\$ 500,000
HSIP Projects	25,000	-	-	-
Street Improvements	-	-	-	-
Placeholder if Proposed Sales Tax Approved	5,000,000	5,000,000	5,000,000	5,000,000
North Oatman/Riverview Drive Rd Imprv.	200,000	-	-	-
Laughlin/Bullhead Bridge	-	-	500,000	-
TOTAL TRANSPORTATION	\$ 5,725,000	\$ 5,500,000	\$ 6,000,000	\$ 5,500,000
Miscellaneous Sewer Improvements	200,000	200,000	200,000	200,000
Section 208 Master Plan Update	-	-	-	-
West Branch Sewer Trunk Line Rehab	750,000	-	-	-
Manhole Rehabilitation	150,000	150,000	150,000	150,000
Section 18 Sludge Press	400,000	-	-	-
Section 18 Odor Control	110,000	-	-	-
Section 18 Membrane Replacement	-	700,000	-	-
Original Bullhead Odor Control	-	150,000	-	-
TOTAL SEWER IMPROVEMENTS	\$ 1,610,000	\$ 1,200,000	\$ 350,000	\$ 350,000
TOTAL PROJECTS:	\$ 8,435,000	\$ 7,350,000	\$ 7,000,000	\$ 6,150,000



APPENDIX

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 with U.S. Interstate 40, Nevada Route 95, and Arizona Route 68 making travel to the area very accessible by car or RV. 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 over 1 million in population, is just 100 miles north.





APPENDIX

COMMUNITY PROFILE

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 41,000 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.



- Bullhead City is the home to the largest tube float, Bullhead City River Regatta, that's place the second weekend in August each year, where 30,000 participants float a 2.5 mile stretch of the beautiful Colorado River.





APPENDIX

COMMUNITY PROFILE

Quality of Life

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



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-range of priced homes in easy reach of schools, churches, shopping and services.

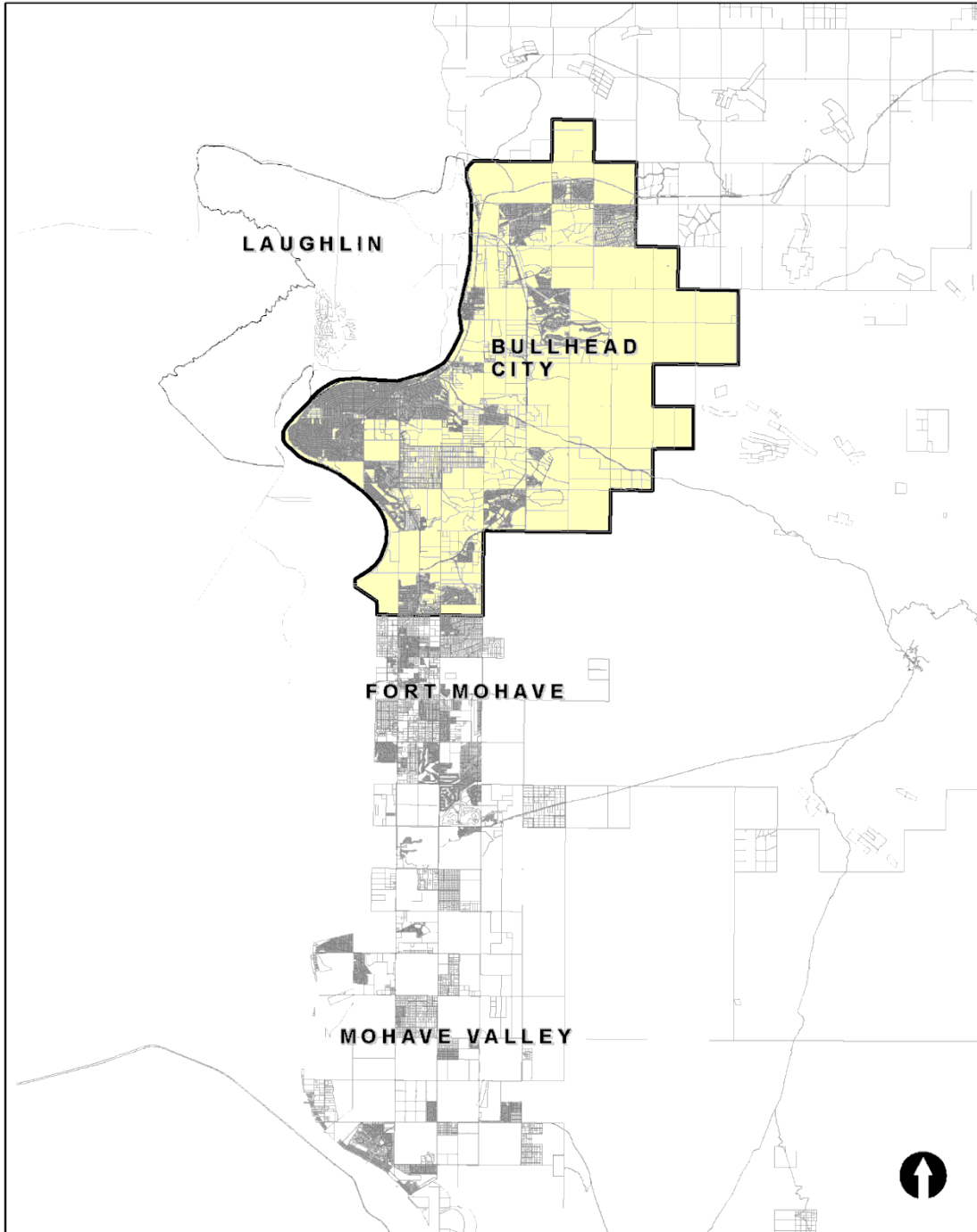




APPENDIX

COMMUNITY PROFILE

Bullhead City Map





APPENDIX

CITY STATISTICAL DATA

Snapshot of the City of Bullhead City

Date of Incorporation	August 28, 1984
Form of Government	Council/Manager
2013 Population	39,383
2013 Median age	49.7
2013 Median household income	\$36,405
Fiscal Year 2014-2015 Budget	\$75,282,134
Number of Employees (FTE)	284
Area in Square Miles	57.3
Miles of Streets	321

Facilities and Services

Community Center	1
Parks	7
Gary Keith Park Acreage	17
Community Park Acreage	28
Rotary Park Acreage	212
Ken Fovargue Park Acreage	12
Dean Hackett Park Acreage	2
Veterans Memorial Park Acreage	19
Section 10 Nature Center Acreage	500
Riverside Heritage Park Acreage	3
Section 20 Heritage Trail Miles	2.2
Lakeside Heritage Trail Miles	0.5
Rotary Park Heritage Trail Miles	1.5
Ramadas	40
Ballfields	9
Soccer Field Acreage	37.8
Swimming Pools	1

*Police Protection **

Number of Sworn Officers	82
Number of Events Responded to	39,667
Number of Criminal Arrests	2,727
Number of Traffic Citations	2,797
Number of Police Stations	1
Number of Police Vehicles (excluding boats)	77



APPENDIX

CITY STATISTICAL DATA

*Transit **

Dial-a-BATS Riders per year.....	7,212
Dial-a-BATS Miles Driven	52,084
Red Line Riders per year.....	100,667
Red Line Miles Driven	75,931
Blue Line Riders per year.....	51,877
Blue Line Miles Driven	56,982
Green Line Riders per year.....	12,202
Green Line Miles Driven.....	73,584

Sewage System

Number of Sewer Connections	18,700
Daily Average Gallons treated	2.8

* Fiscal Year 2013-2014

CITY OF BULLHEAD CITY
Summary Schedule of Estimated Revenues and Expenditures/Expenses
Fiscal Year 2015

FUND	ADOPTED BUDGETED EXPENDITURES/EXPENSES* 2014	ACTUAL EXPENDITURES/EXPENSES** 2014	FUND BALANCE/ NET POSITION*** July 1, 2014**	PROPERTY TAX REVENUES 2015	ESTIMATED REVENUES OTHER THAN PROPERTY TAXES 2015	OTHER FINANCING 2015		INTERFUND TRANSFERS 2015		TOTAL FINANCIAL RESOURCES AVAILABLE 2015	BUDGETED EXPENDITURES/EXPENSES 2015
						SOURCES	<USES>	IN	<OUT>		
1. General Fund	\$ 23,056,089	\$ 21,825,810	\$ 6,247,708	Primary:	\$ 24,232,103	\$ 20,000	\$	\$	\$ 1,842,575	\$ 28,657,236	\$ 23,609,528
2. Special Revenue Funds	7,492,502	6,102,725	1,989,475	Secondary:	7,261,622	5,935		408,033	800,000	8,865,065	7,919,733
3. Debt Service Funds Available	5,646,987	5,546,866	440,314		3,436,250			1,581,942		5,458,506	5,458,506
4. Less: Amounts for Future Debt Retirement											
5. Total Debt Service Funds	5,646,987	5,546,866	440,314		3,436,250			1,581,942		5,458,506	5,458,506
6. Capital Projects Funds	5,356,251	3,954,196	2,431,164		6,681,887			525,000		9,638,051	9,633,471
7. Permanent Funds											
8. Enterprise Funds Available	18,900,414	14,482,664	8,351,803		9,437,898	4,854,336		127,600		22,771,637	21,383,591
9. Less: Amounts for Future Debt Retirement											
10. Total Enterprise Funds	18,900,414	14,482,664	8,351,803		9,437,898	4,854,336		127,600		22,771,637	21,383,591
11. Internal Service Funds	7,397,841	6,736,429	550,000		6,785,344					7,335,344	7,277,305
12. TOTAL ALL FUNDS	\$ 67,850,084	\$ 58,648,690	\$ 20,010,464	\$	\$ 57,835,104	\$ 4,880,271	\$	\$ 2,642,575	\$ 2,642,575	\$ 82,725,839	\$ 75,282,134

EXPENDITURE LIMITATION COMPARISON

	<u>2014</u>	<u>2015</u>
1. Budgeted expenditures/expenses	\$ 67,850,084	\$ 75,282,134
2. Add/subtract: estimated net reconciling items	(11,197,893)	(15,611,217)
3. Budgeted expenditures/expenses adjusted for reconciling items	56,652,191	59,670,917
4. Less: estimated exclusions	12,304,801	18,639,821
5. Amount subject to the expenditure limitation	\$ 44,347,390	\$ 41,031,096
6. EEC or voter-approved alternative expenditure limitation	\$ 44,777,090	\$ 44,317,410

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 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 in this column 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).

CITY OF BULLHEAD CITY
Tax Levy and Tax Rate Information
Fiscal Year 2015

	2014	2015
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 2015

SOURCE OF REVENUES	ESTIMATED REVENUES 2014	ACTUAL REVENUES* 2014	ESTIMATED REVENUES 2015
GENERAL FUND			
Local taxes			
City sales	\$ 10,384,602	\$ 10,431,883	\$ 10,437,259
Franchise	658,800	666,145	672,368
Transient Occupancy (Bed)	72,010	71,000	71,000
Licenses and permits			
Business and non-business	194,850	202,500	182,500
Building	150,510	293,000	297,395
Animal	28,500	23,000	73,000
Zoning	12,510	33,650	33,964
Intergovernmental			
State shared income tax	4,411,277	4,407,235	4,786,281
State shared sales tax	3,416,555	3,416,555	3,572,770
Auto lieu	1,849,936	1,886,784	1,943,388
Grant	13,000	4,839	
Charges for services			
Special police services	621,424	643,939	646,380
Parks and recreation	231,775	230,822	285,873
Planning and zoning	64,600	116,996	118,544
Animal	33,500	28,500	28,500
Miscellaneous	15,500	13,800	13,800
Fines and forfeits			
Court fines	493,000	498,096	498,096
Court costs, fees and charges	463,500	441,718	441,718
Interest on investments			
Investment income	6,250	6,528	6,528
Contributions			
Voluntary contributions	16,500	11,000	11,000
Miscellaneous			
Rents	114,893	40,729	44,849
Animal spay/neuter	33,000	29,500	29,500
Other	79,500	87,002	37,390
Total General Fund	\$ 23,365,992	\$ 23,585,221	\$ 24,232,103

* 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 2015

SOURCE OF REVENUES	ESTIMATED REVENUES 2014	ACTUAL REVENUES* 2014	ESTIMATED REVENUES 2015
SPECIAL REVENUE FUNDS			
Highway User Revenue (HURF)			
State shared gasoline taxes	\$ 3,000,000	\$ 3,165,955	\$ 3,313,274
Miscellaneous	3,000	3,014	3,000
	<u>\$ 3,003,000</u>	<u>\$ 3,168,969</u>	<u>\$ 3,316,274</u>
Transit			
Federal grants	\$ 779,408	\$ 760,068	\$ 860,759
Charges for services	203,057	203,869	165,800
Voluntary donations	76,250	124,350	76,200
Miscellaneous	36,727	3	
	<u>\$ 1,095,442</u>	<u>\$ 1,088,290</u>	<u>\$ 1,102,759</u>
Special Events			
Charges for services	\$ 630,900	\$ 720,825	\$ 917,416
Miscellaneous	296,835	202,156	183,227
	<u>\$ 927,735</u>	<u>\$ 922,981</u>	<u>\$ 1,100,643</u>
CDBG/Housing			
Federal grants	\$ 600,000	\$ 139,550	\$ 523,590
State grants	30,000		25,086
	<u>\$ 630,000</u>	<u>\$ 139,550</u>	<u>\$ 548,676</u>
Water Impost			
Charges for services	\$ 453,750	\$ 456,335	\$ 465,000
Investment income	100		100
	<u>\$ 453,850</u>	<u>\$ 456,335</u>	<u>\$ 465,100</u>
Special Assessments Admin			
Charges for services	\$ 72,000	\$ 71,648	\$ 70,000
Investment income	400	547	400
	<u>\$ 72,400</u>	<u>\$ 72,195</u>	<u>\$ 70,400</u>
Bullhead City Sr Nutrition			
Federal grants	\$ 123,516	\$ 106,321	\$ 145,250
State grants	20,221	20,221	20,500
Voluntary donations	43,802	60,976	41,894
	<u>\$ 187,539</u>	<u>\$ 187,518</u>	<u>\$ 207,644</u>
Grants Police			
Federal grants	\$ 195,727	\$ 40,097	\$ 99,065
Other	100,000		100,000
	<u>\$ 295,727</u>	<u>\$ 40,097</u>	<u>\$ 199,065</u>
Grants Miscellaneous			
Federal grants	\$ 100,000		\$ 100,000
	<u>\$ 100,000</u>		<u>\$ 100,000</u>
Court Enhancement			
Court fines	\$ 35,000	\$ 31,433	\$ 32,000
Investment income	100	100	100
	<u>\$ 35,100</u>	<u>\$ 31,533</u>	<u>\$ 32,100</u>
Domestic Violence Assistance			
Federal grants	\$ 55,536	\$ 35,417	\$ 58,906
State grants	32,356	47,616	37,425
	<u>\$ 87,892</u>	<u>\$ 83,033</u>	<u>\$ 96,331</u>
Court Fill the Gap			
Court fines	\$ 6,100	\$ 6,305	\$ 6,300
Investment income	71	70	30

CITY OF BULLHEAD CITY
Revenues Other Than Property Taxes
Fiscal Year 2015

SOURCE OF REVENUES	ESTIMATED REVENUES 2014	ACTUAL REVENUES* 2014	ESTIMATED REVENUES 2015
	\$ 6,171	\$ 6,375	\$ 6,330
Racketeering Influence Criminal Organization			
Investment income	\$ 250	\$ 65	\$ 70
Forfeitures		13,175	
	\$ 250	\$ 13,240	\$ 70
Court Judicial Collection Enhancement			
Court Fines	\$ 13,200	\$ 13,100	\$ 13,200
Investment income	50	30	30
	\$ 13,250	\$ 13,130	\$ 13,230
Court FARE			
Court fines	\$ 3,000	\$ 3,466	\$ 3,000
	\$ 3,000	\$ 3,466	\$ 3,000
Housing			
Intergovernmental	\$ 1,600	\$	\$
	\$ 1,600	\$	\$
Total Special Revenue Funds	\$ 6,912,956	\$ 6,226,712	\$ 7,261,622

* 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 2015

SOURCE OF REVENUES	ESTIMATED REVENUES 2014	ACTUAL REVENUES* 2014	ESTIMATED REVENUES 2015
DEBT SERVICE FUNDS			
Sewer Improvement District #3			
Special assessments	\$ 1,902,000	\$ 1,935,777	\$ 1,820,350
Investment income	800	800	600
	\$ 1,902,800	\$ 1,936,577	\$ 1,820,950
Sewer Improvement District #1			
Special assessments	\$ 948,900	\$ 1,089,366	\$ 984,500
Investment income	200	400	300
	\$ 949,100	\$ 1,089,766	\$ 984,800
Sewer Improvement District #2			
Special assessments	\$ 638,750	\$ 698,811	\$ 630,300
Investment income	300	300	200
	\$ 639,050	\$ 699,111	\$ 630,500
Total Debt Service Funds	\$ 3,490,950	\$ 3,725,454	\$ 3,436,250
CAPITAL PROJECTS FUNDS			
Street Improvements			
Dedicated city sales tax	\$	\$	\$ 5,000,000
Federal grants	689,302	175,535	315,532
State grants	1,289,697		
Miscellaneous			
	\$ 1,978,999	\$ 175,535	\$ 5,315,532
Drainage Improvements			
Flood control district taxes	\$ 1,092,384	\$ 986,628	\$ 986,628
Federal grant	590,596	290,767	202,753
Investment income	2,000	2,000	2,000
	\$ 1,684,980	\$ 1,279,395	\$ 1,191,381
Park Improvements			
Federal grants	\$ 423,508	\$	\$
State grants	23,725	11,543	93,553
	\$ 447,233	\$ 11,543	\$ 93,553
Street Lighting Districts			
Special assessments	\$ 63,278	\$ 70,610	\$ 81,421
	\$ 63,278	\$ 70,610	\$ 81,421
Municipal Improvements			
Federal grants	\$ 100,000	\$	\$
	\$ 100,000	\$	\$
Total Capital Projects Funds	\$ 4,274,490	\$ 1,537,083	\$ 6,681,887

* 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 2015

SOURCE OF REVENUES	ESTIMATED REVENUES 2014	ACTUAL REVENUES* 2014	ESTIMATED REVENUES 2015
ENTERPRISE FUNDS			
Wastewater			
Charges for services	\$ 9,047,250	\$ 9,074,728	\$ 9,112,648
Investment revenues	35,300	51,000	51,000
Miscellaneous	2,800	5,500	5,500
	<u>\$ 9,085,350</u>	<u>\$ 9,131,228</u>	<u>\$ 9,169,148</u>
Sewer Development			
Charges for services	\$ 155,000	\$ 152,648	\$ 125,000
Investment income	2,500	3,750	3,750
	<u>\$ 157,500</u>	<u>\$ 156,398</u>	<u>\$ 128,750</u>
Water Resources			
Water resource fees	\$ 40,000	\$ 48,933	\$ 40,000
Other	100,000	23,069	100,000
	<u>\$ 140,000</u>	<u>\$ 72,002</u>	<u>\$ 140,000</u>
Total Enterprise Funds	<u>\$ 9,382,850</u>	<u>\$ 9,359,628</u>	<u>\$ 9,437,898</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.

CITY OF BULLHEAD CITY
Revenues Other Than Property Taxes
Fiscal Year 2015

SOURCE OF REVENUES	ESTIMATED REVENUES 2014	ACTUAL REVENUES* 2014	ESTIMATED REVENUES 2015
INTERNAL SERVICE FUNDS			
NW AZ Employee Benefit Trust			
Charges for services	\$ 3,220,079	\$ 3,075,046	\$ 3,345,739
Contributions	313,285	313,285	306,546
	<u>\$ 3,533,364</u>	<u>\$ 3,388,331</u>	<u>\$ 3,652,285</u>
Fleet Services			
Charges for services	\$ 1,998,054	\$ 1,383,936	\$ 1,519,237
	<u>\$ 1,998,054</u>	<u>\$ 1,383,936</u>	<u>\$ 1,519,237</u>
Risk Management			
Charges for services	\$ 1,434,628	\$ 1,498,026	\$ 1,613,322
Investment income	500	500	500
	<u>\$ 1,435,128</u>	<u>\$ 1,498,526</u>	<u>\$ 1,613,822</u>
Employee Benefit Trust			
Charges for services	\$ 52,342	\$ 52,221	\$
	<u>\$ 52,342</u>	<u>\$ 52,221</u>	<u>\$</u>
Total Internal Service Funds	<u>\$ 7,018,888</u>	<u>\$ 6,323,014</u>	<u>\$ 6,785,344</u>
TOTAL ALL FUNDS	<u>\$ 54,446,126</u>	<u>\$ 50,757,112</u>	<u>\$ 57,835,104</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.

CITY OF BULLHEAD CITY
Other Financing Sources/<Uses> and Interfund Transfers
Fiscal Year 2015

FUND	OTHER FINANCING 2015		INTERFUND TRANSFERS 2015	
	SOURCES	<USES>	IN	<OUT>
GENERAL FUND				
Municipal Property Corporation	\$	\$	\$	\$ 1,099,750
Transit				296,932
Bullhead City Sr Nutrition				100,460
Wastewater				127,600
Excise Tax Refunding				182,192
Parks Improvements				25,000
Sale of assets	20,000			
Court Fill the Gap				10,641
Total General Fund	\$ 20,000	\$	\$	\$ 1,842,575
SPECIAL REVENUE FUNDS				
HURF	\$	\$	\$	\$ 800,000
Transit			296,932	
Bullhead City Sr Nutrition			100,460	
Court Fill the Gap			10,641	
Real estate owned	5,935			
Total Special Revenue Funds	\$ 5,935	\$	\$ 408,033	\$ 800,000
DEBT SERVICE FUNDS				
General Fund	\$	\$	\$ 1,281,942	\$
HURF			300,000	
Total Debt Service Funds	\$	\$	\$ 1,581,942	\$
CAPITAL PROJECTS FUNDS				
Street Improvements	\$	\$	\$ 500,000	\$
Parks Improvements			25,000	
Total Capital Projects Funds	\$	\$	\$ 525,000	\$
ENTERPRISE FUNDS				
General Fund	\$	\$	\$ 127,600	\$
Bond Proceeds	4,854,336			
Total Enterprise Funds	\$ 4,854,336	\$	\$ 127,600	\$
INTERNAL SERVICE FUNDS				
	\$	\$	\$	\$
Total Internal Service Funds	\$	\$	\$	\$
TOTAL ALL FUNDS	\$ 4,880,271	\$	\$ 2,642,575	\$ 2,642,575

CITY OF BULLHEAD CITY
Expenditures/Expenses by Fund
Fiscal Year 2015

FUND/DEPARTMENT	ADOPTED BUDGETED EXPENDITURES/ EXPENSES 2014	EXPENDITURE/ EXPENSE ADJUSTMENTS APPROVED 2014	ACTUAL EXPENDITURES/ EXPENSES* 2014	BUDGETED EXPENDITURES/ EXPENSES 2015
GENERAL FUND				
Police	\$ 11,911,899	\$	\$ 12,027,841	\$ 12,127,114
General Government	2,897,934		2,853,467	3,036,706
Culture-Recreation	2,510,315	37,000	2,491,006	2,576,375
Legal Services	1,012,226		997,042	1,027,130
Judicial	863,869		868,730	884,004
Financial Administration	646,665		651,744	660,976
Animal Care and Welfare	559,827		579,762	596,834
Executive	345,358		344,914	356,767
Legislative	317,026		296,294	431,287
Public Works	195,543		189,074	106,352
Personnel Administration	179,463		174,517	186,647
Economic Development	114,750		114,750	130,750
Debt Service	83,040		95,157	95,142
Capital Outlay	218,174		141,512	193,444
Contingency	1,200,000	(37,000)		1,200,000
Total General Fund	\$ 23,056,089	\$	\$ 21,825,810	\$ 23,609,528
SPECIAL REVENUE FUNDS				
Highway user revenue (HURF)	\$ 2,532,659	\$	\$ 2,534,436	\$ 3,002,410
Transit	1,320,380		1,304,886	1,317,526
Special Events	920,086		946,713	1,100,643
CDBG/HOME Grants	810,409		139,550	548,676
Water Impost	545,017		373,125	716,776
Special Assessments Admin	356,788		231,019	273,994
Bullhead City Sr Nutrition	283,711		287,721	308,104
Police Grants	251,320		40,096	199,065
Miscellaneous Grants	100,000		4,585	100,000
Court Enhancement	91,672		21,144	103,271
Domestic Violence Assistance	87,892		83,033	96,331
Court Fill the Gap	64,346		40,902	42,893
RICO	54,414		58,691	52,750
Court Judicial Collection Enhan	45,972		33,154	27,726
Arts Fund	10,953			10,953
Court FARE	10,283		820	12,680
Real Estate Owned	5,000		2,850	5,935
Housing	1,600			
Total Special Revenue Funds	\$ 7,492,502	\$	\$ 6,102,725	\$ 7,919,733
DEBT SERVICE FUNDS				
Sewer Imprv. District #3	\$ 2,138,031	\$	\$ 2,138,031	\$ 2,090,925
Municipal Property Corporation	1,670,419		1,392,000	1,399,750
Sewer Imprv. District #1	1,090,759		1,090,758	1,056,363
Sewer Imprv. District #2	747,778		747,778	729,276
Excise Tax Refunding			178,299	182,192
Total Debt Service Funds	\$ 5,646,987	\$	\$ 5,546,866	\$ 5,458,506
CAPITAL PROJECTS FUNDS				
Drainage Improvements	\$ 3,844,786	\$	\$ 3,064,056	\$ 3,622,545
Street Improvements	991,052		804,893	5,815,532
Park Improvements	447,233		11,543	118,553
Street Lighting Districts	73,180		73,704	76,841
Total Capital Projects Funds	\$ 5,356,251	\$	\$ 3,954,196	\$ 9,633,471
ENTERPRISE FUNDS				
Wastewater	\$ 14,460,414	\$	\$ 13,072,578	\$ 14,282,255
Sewer Development	4,300,000		1,387,827	7,003,336
Water Resources	140,000		22,259	98,000
Total Enterprise Funds	\$ 18,900,414	\$	\$ 14,482,664	\$ 21,383,591
INTERNAL SERVICE FUNDS				
Northwest AZ EBT	\$ 3,400,379	\$	\$ 3,328,145	\$ 3,596,555
Fleet Services	2,510,533		1,842,917	2,067,543
Risk Management	1,434,587		1,513,351	1,613,207
Employee Benefit Trust	52,342		52,016	
Total Internal Service Funds	\$ 7,397,841	\$	\$ 6,736,429	\$ 7,277,305
TOTAL ALL FUNDS	\$ 67,850,084	\$	\$ 58,648,690	\$ 75,282,134

* 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 2015

DEPARTMENT/FUND	ADOPTED BUDGETED EXPENDITURES/ EXPENSES 2014	EXPENDITURE/ EXPENSE ADJUSTMENTS APPROVED 2014	ACTUAL EXPENDITURES/ EXPENSES* 2014	BUDGETED EXPENDITURES/ EXPENSES 2015
Legislative				
General Fund	\$ 317,026	\$	\$ 296,294	\$ 431,286
Wastewater	52,751		52,603	57,537
Department Total	\$ 369,777	\$	\$ 348,897	\$ 488,823
Judicial				
General Fund	\$ 863,869	\$	\$ 868,729	\$ 884,004
Judicial Collection Enhancement	36,800		33,154	2,800
Court Enhancement	21,008		21,144	55,443
Special Events			259	
Fill the Gap	41,249		40,902	42,893
Fines/Fees and Restitution			820	
Department Total	\$ 962,926	\$	\$ 965,008	\$ 985,140
Executive				
General Fund	\$ 345,358		344,914	356,767
Highway Urban Revenue	25,991		26,795	24,485
Water Impost	18,065		19,351	29,550
Real Estate Owned	5,000		1,746	5,000
Special Events				
Flood Control	17,926		19,346	19,790
Wastewater	100,871		100,405	93,559
Department Total	\$ 513,211		\$ 512,557	\$ 529,151
Finance Administration				
General Fund	\$ 646,665		651,744	660,976
Highway Urban Revenue	49,924		52,322	44,726
Special Assmts Admin	251,988		212,019	216,075
Water Impost	2,681		2,687	14,194
Transit				
Special Events			3,552	
BHC Sr Nutrition Center	6,589		6,607	7,110
Street Lighting Districts	2,570		2,578	2,709
Wastewater	845,192		844,172	935,752
Department Total	\$ 1,805,609		\$ 1,775,681	\$ 1,881,542
Law				
General Fund	\$ 1,012,226		997,042	1,027,130
Highway Urban Revenue	9,518		9,533	10,018
Water Impost	19,037		18,977	39,730
Special Events			282	
Victim Rights	87,892		83,033	96,331
Wastewater	51,131		51,593	55,159
Department Total	\$ 1,179,805		\$ 1,160,460	\$ 1,228,368

Personnel Administration

General Fund	\$	179,463		173,767	186,647
Highway Urban Revenue		29,245		29,398	28,074
BHC Sr Nutrition Center		5,170			
Wastewater		29,245		29,398	28,077
Risk Management		1,434,587		1,513,351	1,613,207
Employee Benefit Trust		52,342		52,016	
NW AZ EBT		3,400,379		3,328,145	3,596,555
Department Total	\$	5,130,431		5,126,075	5,452,560

General Government

General Fund	\$	2,897,934		2,853,467	3,036,707
Special Assmts Admin		4,800	18,000	19,000	4,800
Water Impost		478,202		306,101	604,464
Transit		1,109,053		981,854	1,075,726
Special Events				7,498	
Grants General			4,613	4,585	
BHC Sr Nutrition Center		5,861		5,872	6,238
Wastewater		75,681		75,514	117,550
Water Resources		70,000		20,000	28,000
Department Total	\$	4,641,531		4,273,891	4,873,485

Police Department

General Fund	\$	11,911,899		12,027,841	12,127,114
R.I.C.O		54,414		11,600	52,750
Special Events				34,363	
Police Grants		149,790		40,097	112,665
Department Total	\$	12,116,103		12,113,901	12,292,529

Highways & Streets

Highway Urban Revenue	\$	2,101,178		2,113,533	2,163,822
Special Events				14,782	
Street Lighting Districts		70,610		71,126	74,132
Flood Control		309,446		231,371	305,983
Department Total	\$	2,481,234		2,430,812	2,543,937

Sanitation

Wastewater	\$	3,297,409		3,103,766	3,283,651
Special Events				5,401	
Department Total	\$	3,297,409		3,109,167	3,283,651

Health

General Fund	\$	559,827		579,762	596,834
BHC Sr Nutrition Center		266,091		275,242	294,756
Department Total	\$	825,918		855,004	891,590

Culture & Recreation

General Fund	\$	2,510,315		2,491,006	2,576,375
Highway Urban Revenue		2,122		2,128	
Arts Commission		10,953			10,953
Special Events		920,086		875,624	1,100,643
Wastewater		2,122		2,128	
Department Total	\$	3,445,599		3,370,886	3,687,971

Public Works

General Fund	\$	195,543	189,074	106,352
Highway Urban Revenue		173,016	171,929	205,821
Water Impost		27,032	26,009	28,838
Special Events			4,952	
Flood Control		198,677	191,418	253,753
Wastewater		4,808,032	4,169,584	4,854,491
Fleet Services		2,471,917	1,842,917	2,047,538
Department Total	\$	7,874,217	6,595,883	7,496,793

Redevelopment & Housing

Housing	\$	1,600		935
Real Estate Owned			1,104	935
Grants Housing/Redevelopmnt		810,409	139,550	548,676
Department Total	\$	812,009	140,654	549,611

Economic Development

General Fund	\$	114,750	114,750	130,750
Department Total	\$	114,750	114,750	130,750

Debt Service

General Fund	\$	83,040	95,157	95,142
Highway Urban Revenue		32,197	32,497	32,197
Flood Control		46,513	45,763	46,513
Municipal Property Corp		1,670,419	1,392,000	1,399,750
SID #1		1,090,759	1,090,758	1,056,363
SID #2		747,778	747,778	729,276
SID #3		2,138,031	2,138,031	2,090,925
Excise Tax Refunding			178,299	182,192
Wastewater		3,935,854	3,953,878	4,079,700
Water Resources		70,000	2,259	70,000
Department Total	\$	9,814,591	9,676,420	9,782,058

Capital Outlay

General Fund	\$	218,174	305,981	193,444
Highway Urban Revenue		109,468	96,301	
R.I.C.O.			47,091	
Transit		211,327	323,032	241,800
Police Grants		101,530		86,400
General Grants		100,000		100,000
Flood Control		2,720,000	2,576,158	2,942,683
Park Improvements		447,233	11,543	118,553
Street Improvements		991,052	804,893	5,815,532
Municipal Improvements				
Wastewater		750,148	689,537	276,779
Sewer Improvements		4,300,000	1,364,729	7,003,336
Department Total	\$	9,948,932	6,219,265	16,778,527

Contingency

General Fund	\$ 1,200,000	(37,000)		1,200,000
Highway Urban Revenue				493,268
Special Assmts Admin	100,000	(6,300)		53,119
Judicial Collection Enhancement	9,172			24,926
Court Enhancement	70,664			47,828
Fill the Gap	23,097			
Special Events				
Fines/Fees and Restitution	10,283			12,680
Flood Control	552,224			53,823
Wastewater	511,978			500,000
Sewer Development				
Fleet Services	38,616			20,005
Department Total	\$ 2,516,034	\$	\$	\$ 2,405,649

CITY OF BULLHEAD CITY
Full-Time Employees and Personnel Compensation
Fiscal Year 2015

FUND	Full-Time Equivalent (FTE) 2015	Employee Salaries and Hourly Costs 2015	Retirement Costs 2015	Healthcare Costs 2015	Other Benefit Costs 2015	Total Estimated Personnel Compensation 2015
GENERAL FUND	194	\$ 10,796,024	\$ 1,909,403	\$ 2,259,684	\$ 749,519	= \$ 15,714,630
SPECIAL REVENUE FUNDS						
Highway urban revenue	19	823,830	77,278	224,028	97,466	1,222,602
Special assessments admin	2	102,106	9,571	23,520	2,022	137,219
Water impost	3	196,414	22,190	35,868	7,840	262,312
Transit	8	333,421	35,266	92,198	21,361	482,246
Court enhancement	1	19,346	1,751		347	21,444
Fill the Gap	1	28,088	2,542	11,760	503	42,893
Housing redevelopment	1	57,057	5,930	13,248	2,028	78,263
Special events	1	73,946	6,692	12,936	1,165	94,739
Victim rights grants	2	68,407	6,191	12,230	1,225	88,053
Senior nutrition center	1	62,207	5,833	14,775	2,935	85,750
Total Special Revenue Funds	39	1,764,822	173,244	440,563	136,892	2,515,521
DEBT SERVICE FUNDS						
		\$	\$	\$	\$	= \$
Total Debt Service Funds		\$	\$	\$	\$	= \$
CAPITAL PROJECTS FUNDS						
Street Lighting District	0	2,125	192	353	39	2,709
Flood Control	5	315,205	31,051	64,680	28,081	439,017
Total Capital Projects Funds	5	317,330	31,243	65,033	28,120	441,726
PERMANENT FUNDS						
Total Permanent Funds						
ENTERPRISE FUNDS						
Wastewater	36	1,911,359	184,106	416,035	99,838	2,611,338
Fleet	5	202,978	18,370	59,976	11,321	292,645
Risk Management	2	94,773	8,577	18,228	1,734	123,312
Total Enterprise Funds	43	2,209,110	211,053	494,239	112,893	3,027,295
TOTAL ALL FUNDS	281	15,087,286	2,324,943	3,259,519	1,027,424	21,699,172



APPENDIX

SCHEDULE OF AUTHORIZED POSTIONS

Position	FTE's FY13	FTE's FY 14	FTE's FY15	Salary Range Min	Salary Range Max	Range Number
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		
Deputy City Clerk	1.00	1.00	1.00	36,150	53,664	126
Total City Clerk	2.00	2.00	2.00			
Municipal Court						
City Magistrate	1.00	1.00	1.00	Unclassified		
Court Administrator	1.00	1.00	1.00	48,651	72,218	141
Assistant Court Administrator	1.00	1.00	1.00	34,757	51,584	124
Judicial Assistant	1.00	2.00	2.00	30,243	44,907	117
Lead Court Collection Clerk	1.00	1.00	1.00	29,640	44,013	116
Lead Court Operation Clerk	1.00	1.00	1.00	29,640	44,013	116
Juvenile Monitoring Officer	0.60	0.60	0.60	28,496	42,307	114
Court Clerk	6.00	5.00	5.00	27,394	40,664	112
Total Municipal Court	12.60	12.60	12.60			
City Manager						
City Manager	1.00	1.00	1.00	Unclassified		
Senior Administrative Analyst	1.00	1.00	1.00	54,787	81,328	147
Administrative Analyst	1.00	1.00	1.00	Unclassified		
Executive Assistant	1.00	1.00	1.00	34,757	51,584	124
Sponsorship Coordinator	1.00	1.00	1.00	Unclassified		
Total City Manager	5.00	5.00	5.00			
Public Information						
Public Information Officer	1.00	1.00	1.00	62,941	93,413	154
TV-Producer/Director/Editor/Host	1.00	1.00	1.00	29,640	44,013	116
Total Public Information	2.00	2.00	2.00			



APPENDIX

SCHEDULE OF AUTHORIZED POSTIONS

Position	FTE's FY13	FTE's FY 14	FTE's FY15	Salary Range Min	Salary Range Max	Range Number
Human Resources						
HR/Risk Manager	1.00	1.00	1.00	70,866	105,206	160
Human Resources Specialist	2.00	2.00	2.00	38,355	56,930	129
Administrative Assistant	1.00	1.00	1.00	33,405	49,566	122
Total Human Resources	4.00	4.00	4.00			
Legal Services						
City Attorney	1.00	1.00	1.00	Unclassified		
Chief City Prosecutor	1.00	1.00	1.00	75,192	111,634	163
Assistant City Prosecutor	2.00	2.00	2.00	61,693	91,582	153
Supervising Paralegal	2.00	2.00	2.00	48,651	72,218	141
Victim Services Coordinator	1.00	1.00	1.00	44,949	66,706	137
Office Assistant II	2.00	2.00	2.00	27,394	40,664	112
Legal Assistant II	3.00	3.00	3.00	27,394	40,664	112
Legal Assistant I	1.00	1.00	1.00	23,379	34,715	104
Victim Advocates	1.00	1.00	1.00	24,814	36,837	107
Total Legal	14.00	14.00	14.00			
Finance						
Finance Director	1.00	1.00	1.00	Unclassified		
Accounting Manager	1.00	1.00	1.00	58,136	86,299	150
Revenue Manager	1.00	1.00	1.00	54,787	81,328	147
Budget Analyst	0.00	1.00	1.00	48,651	72,218	141
Accountant	1.00	0.00	0.00	48,651	72,218	141
Senior Financial Specialist	1.00	1.00	1.00	38,355	56,930	129
Financial Specialist	1.00	1.00	1.00	34,050	50,565	123
Financial Technician	9.00	9.00	9.00	30,243	44,907	117
Total Finance	15.00	15.00	15.00			
Technology Services						
Technology Services Manager	1.00	1.00	1.00	75,192	111,634	163
PD Communication Coordinator	0.00	0.00	1.00	53,706	79,747	146
Technology Services Coordinator	2.00	2.00	2.00	44,054	65,395	136
Total Technology Services	3.00	3.00	4.00			



APPENDIX

SCHEDULE OF AUTHORIZED POSTIONS

Position	FTE's FY13	FTE's FY 14	FTE's FY15	Salary Range Min	Salary Range Max	Range Number
Police						
Police Chief	1.00	1.00	1.00	Unclassified		
Deputy Police Chief	1.00	1.00	0.00	73,715	109,450	162
Police Captain	1.00	1.00	1.00	69,472	103,126	159
Police Lieutenant	3.00	3.00	3.00	64,189	95,285	155
Police Sergeant	13.00	13.00	13.00	56,088	74,556	303
Police Corporal	9.00	9.00	9.00	49,319	68,280	302
Police Officer	54.00	54.00	55.00	42,671	61,527	301
Sworn Police	82.00	82.00	82.00			
Emergency Services Dispatcher, Sr.	4.00	4.00	4.00	41,646	57,656	305
Emergency Services Dispatcher	11.00	11.00	11.00	36,247	50,181	304
PD Communications Coordinator	1.00	1.00	0.00	53,706	79,747	146
Police Support Services Mgr	1.00	0.00	0.00	48,651	72,218	141
Administrative Analyst	0.00	1.00	1.00	48,651	72,218	141
Police Forensic Specialist	2.00	2.00	2.00	47,694	70,782	140
PD Investigative/Public Information Asst	1.00	1.00	1.00	35,422	52,603	125
Community Service Officer	1.00	1.00	1.00	35,422	52,603	125
Administrative Assistant I	1.00	1.00	1.00	33,405	49,566	122
Police Investigative Assistant	1.00	1.00	1.00	32,094	47,653	120
Police Investigative Aide	0.50	0.50	0.50	32,094	47,653	120
Office Specialist II	1.00	1.00	1.00	32,094	47,653	120
Property Evidence Custodian	2.00	2.00	2.00	30,243	44,907	117
Office Specialist I	1.00	1.00	1.00	29,640	44,013	116
Police Booking Officer	2.00	2.00	2.00	28,496	42,307	114
Office Assistant II	5.00	5.00	5.00	27,394	40,664	112
Office Assistant I	1.50	1.50	1.50	23,379	34,715	104
Non-sworn Police	36.00	36.00	35.00			
Total Police	118.00	118.00	117.00			
Animal Care and Welfare						
Animal Welfare Operations Manager	1.00	1.00	1.00	46,758	69,410	139
Senior Animal Welfare Officer	0.00	0.00	1.00	32,739	48,610	121
Animal Welfare Officer	4.00	4.00	3.00	30,846	45,802	118
Animal Welfare Technician	2.50	2.50	2.50	26,853	39,853	111
Total Animal Care and Welfare	7.50	7.50	7.50			



APPENDIX

SCHEDULE OF AUTHORIZED POSTIONS

Position	FTE's FY13	FTE's FY 14	FTE's FY15	Salary Range Min	Salary Range Max	Range Number
Human Services & Transit						
Human Services & Transit Director	0.00	1.00	1.00	Unclassified		
Office Specialist I	1.00	1.00	1.00	29,640	44,013	116
Transit Bus Driver	5.00	5.00	5.00	26,333	39,083	110
Transit Manager	1.00	0.00	0.00	48,651	72,218	141
Transit Operations Supervisor	0.00	1.00	1.00	32,739	48,610	121
Housing Inspector	1.00	1.00	1.00	36,858	54,725	127
Senior Nutrition Program Coordinator	1.00	1.00	1.00	42,349	62,878	134
Total Human Services	9.00	10.00	10.00			
Recreation						
Recreation Manager	1.00	1.00	1.00	54,787	81,328	147
Special Events Coordinator	1.00	1.00	1.00	48,651	72,218	141
Recreation Supervisor	1.00	1.00	1.00	42,349	62,878	134
Office Specialist/Pool Manager	1.00	1.00	1.00	32,739	48,610	121
Receptionist	1.00	1.00	1.00	23,379	34,715	104
Total Recreation	5.00	5.00	5.00			
Planning & Zoning						
Planning Manager	0.00	1.00	1.00	48,651	72,218	141
Senior Planner	1.00	0.00	0.00	44,054	65,395	136
Planner	1.00	0.00	0.00	40,706	60,424	132
Planning Specialist	0.00	1.00	1.00	38,355	56,930	129
Office Assistant II	1.00	1.00	1.00	27,394	40,664	112
Planning & Zoning	3.00	3.00	3.00			
Building Safety						
Building Official	1.00	1.00	1.00	54,787	81,328	147
Senior Plans Examiner	1.00	1.00	1.00	49,608	73,653	142
Senior Building Inspector	0.00	1.00	1.00	44,949	66,706	137
Plans Examiner	1.00	1.00	1.00	40,706	60,424	132
Building Inspector I	1.00	0.00	0.00	36,858	54,725	127
Building Safety	4.00	4.00	4.00			



APPENDIX

SCHEDULE OF AUTHORIZED POSTIONS

Position	FTE's FY13	FTE's FY 14	FTE's FY15	Salary Range Min	Salary Range Max	Range Number
Code Enforcement						
Code Enforcement Inspector	4.00	4.00	4.00	36,858	54,725	127
Office Assistant II	1.00	1.00	1.00	27,394	40,664	112
Code Enforcement	5.00	5.00	5.00			
Parks Maintenance						
Parks Supervisor	1.00	1.00	1.00	41,538	61,630	133
Turf Maintenance Specialist	1.00	1.00	1.00	41,538	61,630	133
Maintenance Worker III	1.00	1.00	2.00	37,606	55,827	128
Maintenance Worker II	2.00	2.00	2.00	32,094	47,653	120
Maintenance Worker I	8.00	8.00	8.00	27,394	40,664	112
Parks Maintenance	13.00	13.00	14.00			
Facilities Management						
Facilities Maintenance Foreman	1.00	1.00	1.00	41,538	61,630	133
Maintenance Worker II	1.00	1.00	1.00	32,094	47,653	120
Maintenance Worker I	3.00	3.00	3.00	27,394	40,664	112
Facilities Management	5.00	5.00	5.00			
Public Works Administration						
Public Works Director	1.00	1.00	1.00	Unclassified		Contract
Asst Public Works Director	1.00	1.00	1.00	88,130	130,811	171
Office Administrator	1.00	1.00	1.00	48,651	72,218	141
Public Works Administration	3.00	3.00	3.00			
Engineering						
Assistant City Engineer	1.00	1.00	1.00	81,411	120,848	167
City Surveyor	0.90	0.90	0.90	53,706	79,747	146
Civil Engineering Associate	1.00	1.00	1.00	48,651	72,218	141
Utilities Engineering Associate	1.00	1.00	1.00	48,651	72,218	141
Engineering Designer	0.00	1.00	1.00	44,949	66,706	137
Senior Engineering Inspector	1.00	1.00	1.00	44,949	66,706	137
Engineering Inspector	3.00	2.00	2.00	36,858	54,725	127
Office Specialist II	1.00	1.00	1.00	32,094	47,653	120
Engineering	8.90	8.90	8.90			



APPENDIX

SCHEDULE OF AUTHORIZED POSTIONS

Position	FTE's FY13	FTE's FY 14	FTE's FY15	Salary Range Min	Salary Range Max	Range Number
Highways & Streets						
Field Operations Manager	1.00	1.00	1.00	60,486	89,794	152
Foreman	1.00	1.00	1.00	41,538	61,630	133
Maintenance Worker III	2.00	2.00	2.00	37,606	55,827	128
Maintenance Worker II	3.00	3.00	3.00	32,094	47,653	120
Maintenance Worker I	11.00	11.00	11.00	27,394	40,664	112
Office Assistant II	1.00	1.00	1.00	27,394	40,664	112
Highways & Streets	19.00	19.00	19.00			
Utilities						
Utilities Superintendent	1.00	1.00	1.00	54,787	81,328	147
Instrumentation Controls Technician	0.00	1.00	1.00	48,651	72,218	141
Utilities Supervisor	1.00	1.00	1.00	46,758	69,410	139
Utilities Technician III	2.00	2.00	2.00	43,202	64,126	135
Wastewater Specialist	1.00	1.00	1.00	43,202	64,126	135
Utilities Technician II	2.00	2.00	3.00	37,606	55,827	128
Utilities Technician I	9.00	9.00	9.00	32,739	48,610	121
Office Specialist II	1.00	1.00	1.00	32,094	47,653	120
Maintenance Worker I	1.00	1.00	1.00	27,394	40,664	112
Utilities	18.00	19.00	19.00			
Fleet Services						
Foreman	1.00	1.00	1.00	41,538	61,630	133
Mechanic II	1.00	1.00	1.00	35,422	52,603	125
Mechanic I	2.00	2.00	2.00	32,739	48,610	121
Office Assistant II	1.00	1.00	1.00	27,394	40,664	112
Fleet Services	5.00	5.00	5.00			
Total Public Works	83.90	84.90	85.90			
Total	281.00	283.00	284.00			



APPENDIX

GLOSSARY OF TERM

ADA: Acronym that stands for Americans with Disabilities Act. A measure pass by the federal government and 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 interfund 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.



APPENDIX

GLOSSARY OF TERM

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, 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.



APPENDIX

GLOSSARY OF TERM

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.



APPENDIX

GLOSSARY OF TERM

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.

Nonoperating Expense: An expense that is not directly related to the provision of services, i.e. debt service.

Nonoperating 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.



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Secondary Property Tax: An unlimited tax levy that may be used only to retire the principal and interest or redemption charges on bond indebtedness.

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.