



**BULLHEAD CITY**  
**ARIZONA**

**FISCAL YEAR 2016-17**  
**ADOPTED BUDGET**

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In Remembrance Of  
Kimberly K. Williams  
1972-2016



“Gone from our lives but never our hearts.”

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GOVERNMENT FINANCE OFFICERS ASSOCIATION

*Distinguished  
Budget Presentation  
Award*

PRESENTED TO

**City of Bullhead City**

**Arizona**

For the Fiscal Year Beginning

**July 1, 2015**

Executive Director

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# TABLE OF CONTENTS

## **PREFACE**

Budget Process Overview .....	8
Budget Calendar .....	10
Budget Graph .....	11

## **INTRODUCTION**

Organizational Values.....	12
Organizational Chart .....	13
City Officials.....	14

## **POLICIES AND COMMON QUESTIONS**

Budget Policy.....	18
Debt Policy .....	19
Investment Policy.....	19
Capital Improvement Policy.....	19
Revenue Policy .....	20
Reserve Policy.....	20
Frequently Asked Questions .....	21

## **BUDGET SUMMARIES**

Use of Fund by Department .....	25
Budget Transmittal Message.....	26
Projection of Financial Condition .....	29
FY 2017 Budget Summary.....	32

## **GENERAL FUND**

General Fund Summary .....	42
Public Safety .....	50
Animal Care and Welfare .....	65
General Government.....	68
Culture Recreation .....	103
Legal Services.....	131
Judicial .....	139
Financial Administration.....	144
Executive.....	152
Legislative.....	163
Public Works .....	171
Personnel Administration .....	180
Economic Development.....	187
Capital Outlay .....	189

## **SPECIAL REVENUE FUNDS**

Streets Fund.....	192
Transit Fund .....	204
Special Events.....	213
Water Impost Fund .....	214
Senior Nutrition Fund.....	216
Pest Abatement Fund.....	221
Special Assessments Administration Fund.....	223

RICO Fund .....	224
Arts Fund.....	225
Real Estate Owned Fund .....	226
Court Enhancement Fund .....	228
Court Judicial Collection Enhancement .....	230
Court Fill the Gap Fund.....	231
Court FARE Fund .....	232
CDBG/HOME Grants Fund .....	233
Police Grants Fund .....	240
Victim Assistance Grant Fund.....	241
Grants Fund .....	246

## **DEBT SERVICE**

Debt Service .....	247
--------------------	-----

## **ENTERPRISE FUNDS**

Wastewater .....	253
Water Resources .....	266

## **INTERNAL SERVICE FUNDS**

Northwest Arizona Employee Benefit Trust.....	269
Fleet Services.....	270
Risk Management .....	276

## **CAPITAL PROJECTS**

Capital Project Funds.....	278
Capital Improvement Plan .....	279

## **APPENDIX**

Community Profile.....	328
Statistical Data.....	332
Legal Schedules .....	334
Authorized Position Schedule.....	348
Glossary of Terms .....	354



# PREFACE

## **BUDGET PROCESS**

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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**

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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**

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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**

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

**Financial Capacity Phase:** Forecasting is an integral part of the decision-making process. Both long range and short-term projections are prepared. The City's current financial capacity will be evaluated based upon the current fiscal condition given existing City programs. The future financial capacity will be assessed considering long range plans and objectives. 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**

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

**Review/Development Phase:** Within the framework of the City's financial capacity and Council and City Manager priorities, departmental needs assessments and budget requests are reviewed. From this, a preliminary citywide operating budget takes shape.

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

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

## **Budget Calendar**

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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 2016-17

JANUARY 2016						
S	M	T	W	Th	F	S
					1	2
3	4	5	6	7	8	9
10	11	12	13	14	15	16
17	18	19	20	21	22	23
24	25	26	27	28	29	30
31						

- 4<sup>th</sup> Budget System is available for staff input of FY17 Budget
- 4<sup>th</sup> to 24<sup>th</sup> Departments Prepare Fee Changes
- 8<sup>th</sup> to 19<sup>th</sup> Mid-Year Budget Review
- 25<sup>th</sup> Fee Changes Due to Rudy Vera or Loretta Kearns

FEBRUARY 2016						
S	M	T	W	Th	F	S
	1	2	3	4	5	6
7	8	9	10	11	12	13
14	15	16	17	18	19	20
21	22	23	24	25	26	27
28	29					

- 8<sup>th</sup> FY17 Budget input due
- 8<sup>th</sup> Mission Statements, Achievements, Goals and Performance Measures Due
- 8<sup>th</sup> to 16<sup>th</sup> Revenue Estimates Prepared
- 10<sup>th</sup> CIP Worksheets Due

MARCH 2016						
S	M	T	W	Th	F	S
		1	2	3	4	5
6	7	8	9	10	11	12
13	14	15	16	17	18	19
20	21	22	23	24	25	26
27	28	29	30	31		

- 1<sup>st</sup> to 22<sup>nd</sup> Department Budget Meetings
- 3<sup>rd</sup> Fee Changes Posted to Website

APRIL 2016						
S	M	T	W	Th	F	S
					1	2
3	4	5	6	7	8	9
10	11	12	13	14	15	16
17	18	19	20	21	22	23
24	25	26	27	28	29	30

- 15<sup>th</sup> Preliminary Operations Budget to City Manager

MAY 2016						
S	M	T	W	Th	F	S
1	2	3	4	5	6	7
8	9	10	11	12	13	14
15	16	17	18	19	20	21
22	23	24	25	26	27	28
29	30	31				

- 2<sup>nd</sup> Budget Books to City Council
- 9<sup>th</sup> to 11<sup>th</sup> Council Budget Work Sessions
- 17<sup>th</sup> Fee Changes Adopted

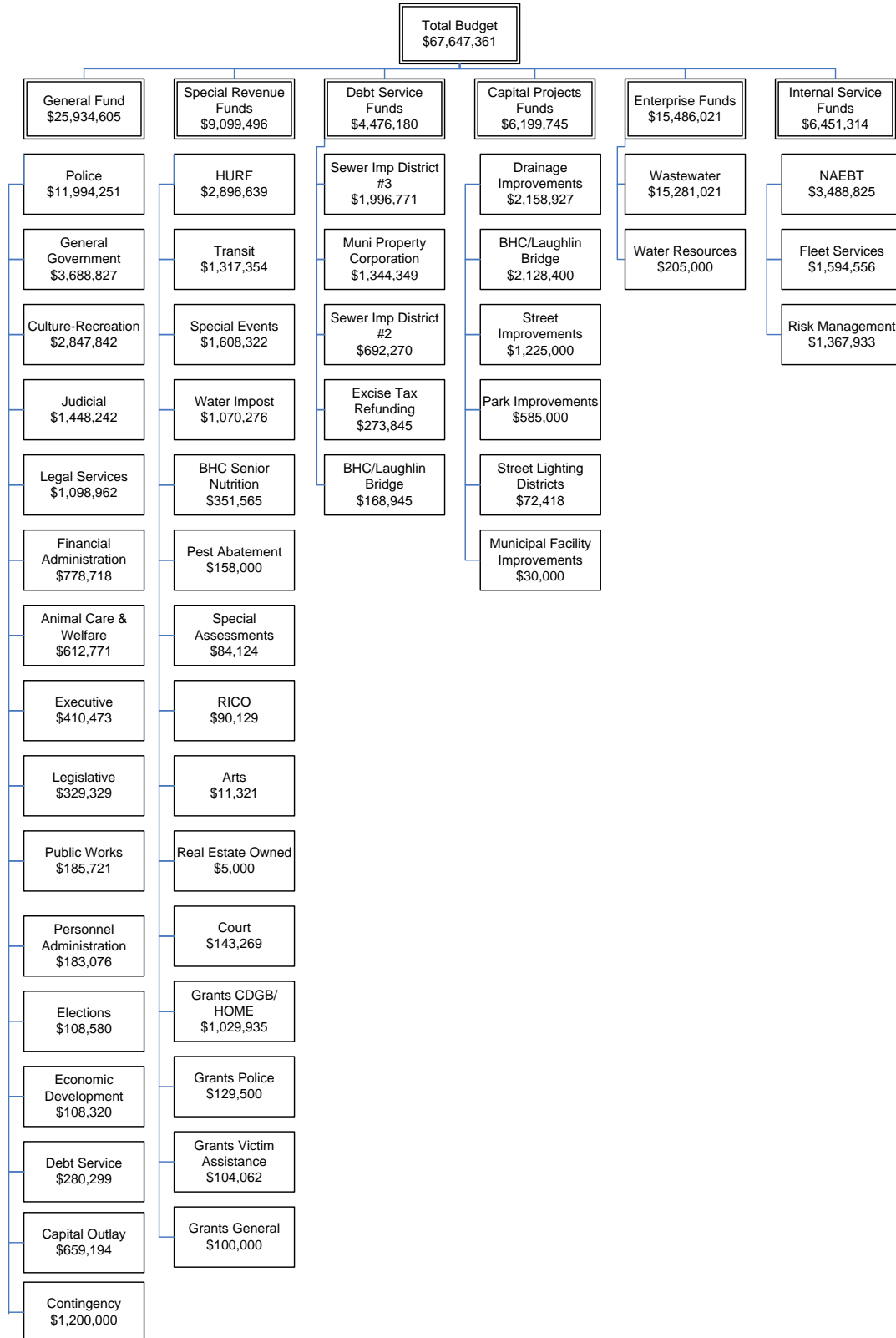
JUNE 2016						
S	M	T	W	Th	F	S
			1	2	3	4
5	6	7	8	9	10	11
12	13	14	15	16	17	18
19	20	21	22	23	24	25
26	27	28	29	30		

- 7<sup>th</sup> Adopt Tentative Budget
- 12<sup>th</sup> & 19<sup>th</sup> Publish Tentative Budget
- 21<sup>st</sup> Adopt Final Budget



# PREFACE

## FY 17 BUDGET GRAPH





# INTRODUCTION

## ORGANIZATIONAL VALUES

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### 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.

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### 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.

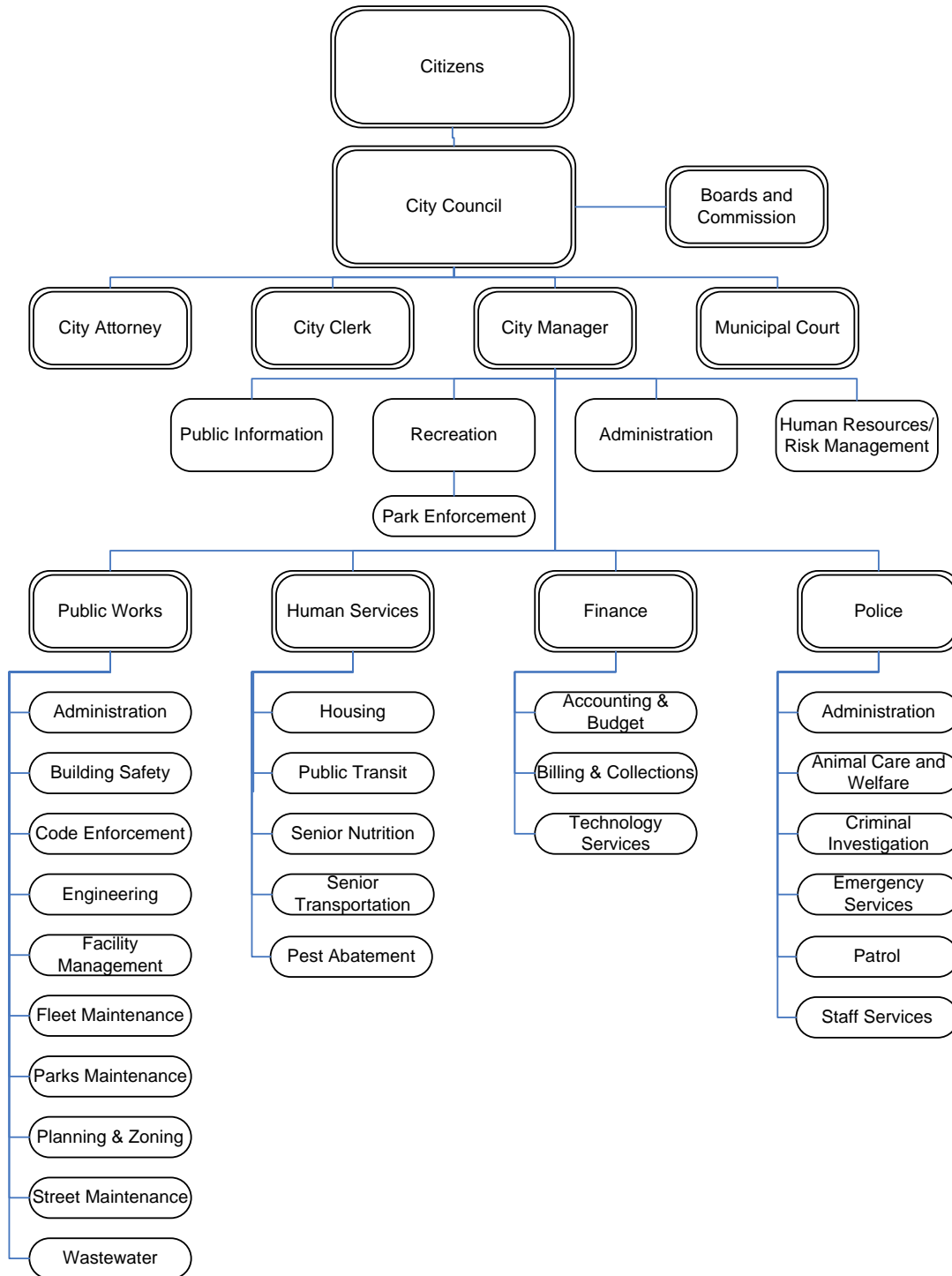
#### **Excellence**

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 Thomas Brady

- Elected Mayor November 2014
- Term expires November 2018

## CITY/REGIONAL/STATE COMMITTEES, BOARDS AND ORGANIZATIONS:

- Arizona Justice of the Peace (JP) Association President for 2 years and Treasurer for 2 years
- Charter Member of Bullhead City Morning Kiwanis Club for 21 years – President for 3 terms
- Kiwanian of the Year in 2014
- Chairman and Project Manager of the Kiwanis Splash Park
- Arizona Association of Counties Former Board Member
- Colorado River Boys & Girls Club Former Board Member
- Salvation Army Former Board Member
- Community Pride Advocates Former Board Member
- Colorado River Republican Women Auxiliary Member
- VFW Post 10005 Life Member
- “Citizen of Year” Finalist – 2014 Community Achievement Award

## PERSONAL

- Retired Bullhead City Justice of the Peace (10 years)
- Retired Mohave County Parks Director (19 years)
- 33 Year Resident of Bullhead City
- Married for 18 years to Karla Brady – Former Bullhead City Parks, Recreation, & Community Services Director
- U.S. Army, 1969 – 1971 Nam -173<sup>rd</sup> Airborne Brigade – Bronze Star Medal with First Oak Leaf Cluster for Achievement
- BA – Southern Illinois University
- Graduate Assistant – Arizona State University



# INTRODUCTION

## CITY OFFICIALS



**Councilmember Sheila Shutts**

- Elected to City Council May 2009
- Served as Vice Mayor 2010-2011 and 2015-2016
- Term expires November 2016

### CITY/REGIONAL/STATE COMMITTEES, BOARDS AND ORGANIZATIONS

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

### PERSONAL

- Married for 48 years, two children and three grandchildren
- Retired Manager of Pacific Bell



**Councilmember Jerry Duvall**

- Elected to City Council May 2009
- Served as Vice Mayor 2011-2012 and 2014-2015
- Council Liaison for the Bullhead City Parks and Recreation Commission
- Council Liaison and Chairman for the Arizona Public Safety Retirement Board
- Term expires November 2016

### CITY/REGIONAL/STATE COMMITTEES, BOARDS AND ORGANIZATIONS

- 2004 Elected to the Bullhead City Elementary School Board District #12 and served 6 years
- 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
- Morning Kiwanis Club of Bullhead City
- American Legion

### PERSONAL

- Married and has 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



# 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 Board of Directors and Executive Committee
- Colorado River Water Users Association
- Mohave County Industrial Development Authority, Board of Directors Vice President
- Mohave County Airport Authority
- Real Estate Committee for the Mohave County Airport
- Mohave County Sheriff Technical Advisory Committee, Chairman
- Association of Financial Professionals

### PERSONAL

- Married for 36 years to Beth Clark
- Tri-State resident for 15 years
- MBA Indiana University
- Certified Cash Manager (CCM)
- 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
- SAINT (Saving Animals In Need Together)
- Bullhead Area Chamber of Commerce

### PERSONAL

- Proud mother of one daughter
- Moved to Bullhead City in 1991
- Founder of "Clipping The River" Direct Mail
- Owner of Design Styles Window Treatments 2003-2010
- Licensed Realtor at US Southwest Real Estate Company





# INTRODUCTION

## CITY OFFICIALS



**Vice Mayor Steve D'Amico**

- Elected to City Council November 2014
- Serving as Vice Mayor 2016-2017
- Term expires November 2018

**CITY/REGIONAL/STATE COMMITTEES, BOARDS AND ORGANIZATIONS:**

- Bullhead Regional Economic Development Authority, Former Member
- Supports Homeless Task Force Committee
- Supports S.A.I.N.T.S.
- Supports local Veteran Auxiliary
- Mohave County Republican Party Member
- Colorado River Tea Party Patriots Member

**PERSONAL:**

- Married to Barbara Houston for 10 ½ years and has one son, Rody Houston
- Employed in Casino Management by Caesar's Entertainment for 22 years
- Certificate of Completion in Business Writing from Harvard
- Working on Bachelor's Degree
- Served in the United States Army and the California Army National Guard



**Councilmember Kathy Bruck**

- Appointed to fill City Council seat in April 2016
- Served as Councilmember from 2007 – 2013
- Served as Vice Mayor 2009-2010 and 2013-2014

**CITY/REGIONAL/STATE COMMITTEES, BOARDS AND ORGANIZATIONS:**

- S.H.I.P. (State Health Insurance Assistance Program), Benefits Counselor
- W.A.C.O.G. (Western Arizona Council of Governments), Past Chairwoman
- Mohave County Advisory Council for W.A.C.O.G., Chairwoman
- Mohave County Board of Public Health, Member
- Mohave County Community College Radiological Technology Advisory Committee, Board Member
- BHHS Legacy Foundation – Dress Kids for Success – Backpack Buddies Team Leader
- Bullhead City Meals on Wheels, Secretary/Treasurer
- Mohave Clothe-A-Child Foundation, Board Member and Event Chairwoman
- River Valley Seniors Club, 2<sup>nd</sup> Vice President
- Elks Ladies Auxiliary #2408, Member
- VFW Post 10005 Auxiliary, Life Member
- Sunrise Chapter #60 Order of the Eastern Star, Past Matron and Secretary
- Order of the Amaranth, Grand Secretary
- Daughters of the Nile, Club Treasurer

**PERSONAL:**

- Born and raised in Torrance, CA
- Resident of Bullhead City since 1998
- Recipient of the Public Service Award in 2012
- Recipient of the Heart In Hand Award 2014
- Recipient of the Community Service Award 2014



# 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

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### Purpose

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

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

### Policy

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

## Investment Policy

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### 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

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### Purpose

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

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

### Policy

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



# POLICIES AND COMMON QUESTIONS

## Revenue Policy

### Purpose

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

### Policy

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

## Reserve Policy

### Purpose

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

### Policy

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

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



# POLICIES AND COMMON QUESTIONS

## Frequently Asked Questions

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

### When does "budget season" start?

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

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

### What is a Budget?

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

### What is a Fund-Based Budget?

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

### What basis of accounting/budgeting does the City use?

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

The Enterprise Fund (Wastewater/Sewer Development/Water Resources) also 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 requests for new wastewater service connections) are all based on assumptions about what development will occur in the City of Bullhead City during the coming year. Revenue estimates are made cautiously since estimates that are 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, and given policy direction for development of the budget, staff turns its attention to putting numbers on paper. Factors that will play into budget planning at this point include:

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

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

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

## **Can you amend the budget once it is adopted?**

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

## **Is the budget ever evaluated?**

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



# 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, that information is used to compare the projections of revenues and expenditures made during the prior fiscal year to the actual revenues and expenditures for a given fiscal year. Current year and future year assumptions about revenues and expenditures may be changed depending on how accurate projections were.

## **Does the City have a debt limit?**

The Arizona Constitution states that for general municipal purposes a municipality cannot incur a debt exceeding 6% of the assessed valuation of taxable property. The City can incur debt up to 20% for infrastructure, sewer, water, parks, etc. The current debt limit for the City as of June 30, 2016 is as follows:

6%	\$16,130,437
20%	\$53,768,123

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](http://www.bullheadcity.com)





# BUDGET SUMMARIES

## USE OF FUND BY DEPARTMENTS

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

**Operating and Capital:** GF-General Fund, ST-Streets Fund, TR-Transit, SE-Special Events, WI-Water Impost, SN-Senior Nutrition, PA-Pest Abatement, SA-Special Assessments Administration, RI-RICO, AF-Arts Fund, RE-Real Estate Owned, CE-Court Enhancement, CJ-Court Judicial Collection Enhancement, CG-Court Fill the Gap, CF-Court FARE, CD-CDBG/HOME Grants, PG-Police Grants, DV-Domestic Violence Assistance, MG-Grants Fund, DI-Flood Control, SL-Street Lighting District, WW-Wastewater, 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 proposed Annual Budget for the City of Bullhead City beginning July 1, 2016 and ending June 30, 2017. The preparation of a budget is an annual challenge when the needs of the community far outweigh the limited available financial resources. The budget is balanced and many needs are being addressed. We are pleased to present a very transparent, fiscally conservative, line item budget. No programs are proposed for any significant cuts or modifications.

This fiscal year there was a change to the population methodology used for state shared revenues. Instead of the 2010 US Census population being used to calculate the distribution of state shared revenues, the state will use the annual population from the census bureau based on changes since the 2010 US Census. This change will result in virtually no growth in state shared revenues for Bullhead City. The City state shared revenue will receive an increase of \$128,811 to the General Fund and \$167,068 to the Highway User Revenue Fund (HURF).

### Fiscal Year 2016-17 Budget Summary

The budget for fiscal year 2016-17 represents a comprehensive spending plan for all funds totaling of \$67.7 million; a 0.3% decrease from the prior fiscal year 2016 budget of \$67.9 million.

<b>Fund Category</b>	<b>FY16 Budget</b>	<b>FY17 Budget</b>	<b>\$ Chg</b>	<b>% Chg</b>
General Fund	\$24,973,300	\$25,934,605	\$961,305	3.8%
Special Revenue	\$7,331,366	\$9,099,496	\$1,768,130	24.1%
Capital Projects	\$5,455,169	\$6,199,745	\$744,576	13.6%
Debt Service	\$5,419,751	\$4,476,180	-\$943,571	-17.4%
Enterprise	\$17,632,366	\$15,486,021	-\$2,146,345	-12.2%
Internal Service	\$7,053,625	\$6,451,314	-\$602,311	-8.5%
<b>Total Funds</b>	<b>\$67,865,577</b>	<b>\$67,647,361</b>	<b>-\$218,216</b>	<b>-0.3%</b>

The proposed budget contains approximately \$1.7 million for annual street improvements, \$2.1 million for Bullhead City's funding portion for the second BHC/Laughlin Bridge, replacement of some aging infrastructure in the Police Department including \$150,736 for Patrol Vehicles (3) and \$130,658 for Fingerprinting Identification Equipment. The budget also includes Transit Capital improvements of \$94,500 and payment of \$100,000 toward water rights.

The BHC/Laughlin Bridge is proposed to be financed over a fifteen year period at an approximate annual cost of \$170,000. The loan will be structured with an early pay-off provision if funding is available in the future.



# BUDGET SUMMARIES

## BUDGET MESSAGE

Transit capital improvements include the replacement of a bus and a paratransit van. The programmed budget for the bus is only the matching portion. These capital items are budgeted for grant funding of 80% grant and 20% match. However, it may be funded at 90% grant and 10% match if the state has available funding.

Two new programs can be found in the budget. Pest Abatement and Senior Games. The City is partnering with the Bullhead Pest Abatement District to hire an individual to manage the pest program in the community. The City has been working diligently with the Pest Abatement District, Mohave County Health Department, Mohave County Supervisor Hildy Anguis, and Clark County Vector Control to address the growing infestation of insects in the community. The Pest Abatement Board has done an outstanding job of nearly eliminating the blackflies (gnats) from our community. However, recent infestations of caddisflies and mosquitos have concerned local community leaders and residents. One objective of the Pest Abatement Board and City is to hire an employee who can study and determine the most effective, efficient, and safest treatment methods for the black flies, caddisflies and mosquitos. Through contract, the Pest Abatement Board will be funding the City position, travel, supplies, and cell phone. The City will provide many in-kind services and operational support for the new employee.

Another initiative in the budget is the formation of the Senior Games. The River Regatta has made a significant impact on the local economy. The Senior Games will be similar in size and scope to the Regatta. The Huntsman Senior World Games in Utah celebrates a nearly \$20 million economic impact from its games with more than 10,000 participants. The Huntsman Games started nearly 30 years ago. Bullhead City believes this event will attract more than 10,000 people by its third year. The budget includes an additional recreation supervisor to manage this event. The new position will be offset by revenues. Sports Tourism has an estimated economic impact of more than \$10 million to the Bullhead City economy. This ever growing and expanding portion of the tourism industry is a top priority for the City. In 2010, the City Council took this direction to improve a faltering economy. The Senior Games and ever-increasing sports tournaments will continue to boost the local economy and continue to showcase the wisdom of the Council to create an environment that promotes health, wellness, and sports tourism.

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

	2012	2013	2014	2015	2016	2016	2017
	Actual	Actual	Actual	Actual	Budget	Estimates	Budget
Street repairs	25,256	29,613	36,491	43,667	50,160	46,500	54,000
Street patching	118,533	125,379	130,570	259,981	215,000	215,000	215,000
Street Asphalt	51,725	18,761	68,901	43,505	157,000	157,000	157,462
Street curb & sidewalk	33,859	31,867	24,289	10,353	16,000	30,000	60,000
Street Improvements	425,135	506,493	326,959	1,469,133	1,137,588	1,114,406	1,225,000
Total	654,509	712,112	587,210	1,826,640	1,575,748	1,562,906	1,711,462



# BUDGET SUMMARIES

## BUDGET MESSAGE

Total investment in streets outside personnel and other ancillary costs has been budgeted at \$1.7 million. This is up significantly from \$654,509 in 2012.

Other personnel costs include:

- There is an employer cost of 33.03 % or \$1,696,898 for the Public Safety Retirement System. This is an increase of 12 percent or \$176,482 from the prior budget.
- There is no cost of living adjustment for employees this fiscal year.
- Step increases for eligible employees total \$340,116.
- Accrued personal leave payouts were reinstated per city policy after a six year suspension. Eligible employees may request the payout of accrued personal leave time up to forty hours. The proposed budgeted amount is \$121,438.

Other initiatives in the proposed budget include Veteran's Court \$50,000, Homeless Resource Center \$12,000, Pest Abatement Program \$158,000, Economic Development Initiatives \$30,000 and Strategic Plan Initiatives \$33,000.

The General Fund Reserve is proposed to fund one-time capital purchases of Street Equipment (1) for \$431,125 and Street Improvements for \$225,000 for a total of \$656,125.

The General Fund Balance on 07/01/15 was \$9,431,862. After the proposed one-time capital purchases, the General Fund Reserve would be \$8,775,737. This is still very appropriate and significantly higher than in years past.

### Acknowledgements

The FY17 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

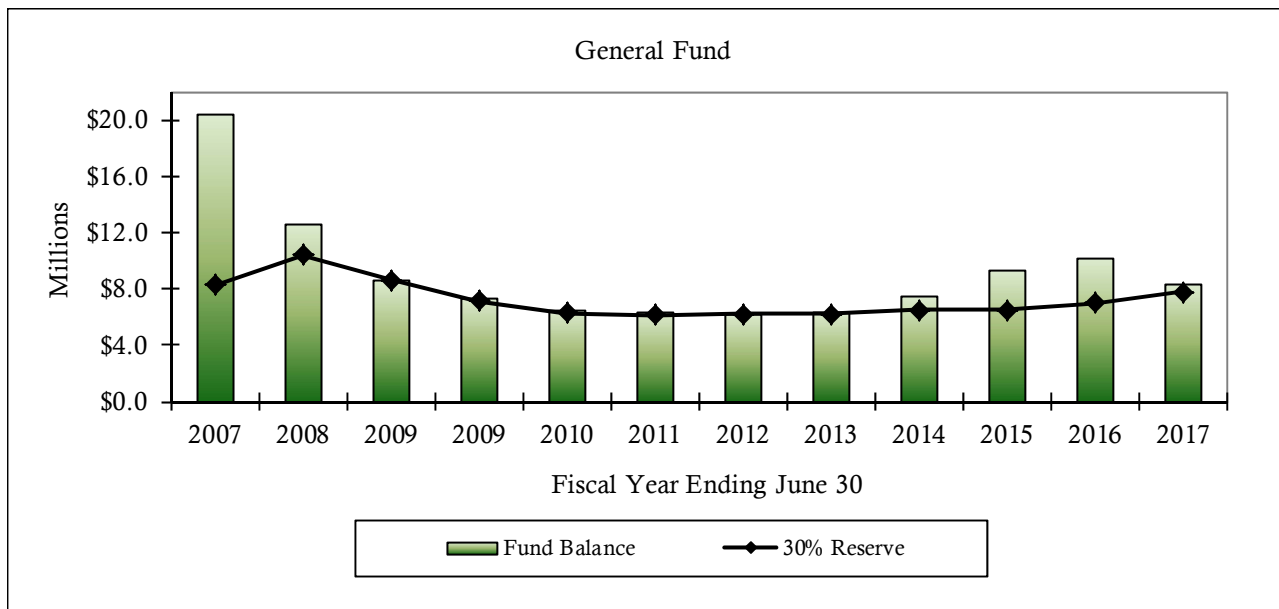
## PROJECTION OF FINANCIAL CONDITION

Fund Category	Estimated Balance 07/01/16	FY17 Estimated Revenue	FY17 Estimated Expenditures	Transfers In	Transfers Out	Estimated Balance 06/30/17
General Fund	\$10,235,572	\$26,897,378	\$25,934,605	\$81,533	\$2,886,234	\$8,393,644
Special Revenue	1,934,559	8,847,364	9,099,496	1,747,465	2,257,375	1,172,517
Capital Projects	1,319,452	3,536,784	6,199,745	1,360,000	9,595	6,896
Debt Service	1,639,792	3,105,339	4,476,180	1,787,139	0	2,056,090
Enterprise	5,579,987	9,579,300	15,486,021	239,410	62,343	-149,667
Internal Service	1,021,877	6,272,165	6,451,314	0	0	842,728
<b>Total Funds</b>	<b><u>\$21,731,239</u></b>	<b><u>\$58,238,330</u></b>	<b><u>\$67,647,361</u></b>	<b><u>\$5,215,547</u></b>	<b><u>\$5,215,547</u></b>	<b><u>\$12,322,208</u></b>

### 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 2017 is \$9.6 million. This is approximately 37% 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 to the amount of \$1.2 million. This is due to full utilization of street funds to improve condition of city streets. Water Impost fund is accumulating funds for water conservation and water drought protection. 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 eighteen special revenue funds:

- ✓ Highway User Revenue (HURF)
- ✓ Economic Development
- ✓ Racketeering Influenced Criminal Organizations (RICO)
- ✓ Housing
- ✓ Pest Abatement
- ✓ 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)
- ✓ Special Events
- ✓ 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 drainage improvements and street improvements.

There are seven capital project funds:

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



# BUDGET SUMMARIES

## **Capital Project Funds:**

- ✓ BHC/Laughlin Bridge

## **Debt Service Funds:**

The debt service funds account for the accumulation of resources and the payment of general long term debt principal and interest and related costs. Changes in the fund balance are due to any accumulation of prepaid assessments projected to be redeemed in FY17.

There are six debt service funds:

- ✓ Municipal Property Corporation
- ✓ Series 2013 Bond Refinancing
- ✓ Water Infrastructure Authority loan no. 2 (WIFA2)
- ✓ Water Infrastructure Authority loan no. 3 (WIFA3)
- ✓ BHC/Laughlin Bridge
- ✓ Series 2015 Bond Refinancing

## **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.

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 two enterprise funds:

- ✓ Wastewater
- ✓ Water Resources

## **Internal Service Funds:**

The internal service funds are used to account for activities and services performed primarily for other organizational units within the City. There are expected to be moderate changes to the retained earnings of the internal service funds due to depreciation in fleet services and no replacement funding from other funds.

There are three internal service funds:

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



# BUDGET SUMMARIES

## FY17 BUDGET SUMMARY

The City of Bullhead City's FY17 annual budget appropriation totals \$ 67.7 million, a decrease of 0.3% from FY16. A summary of uses is provided below.

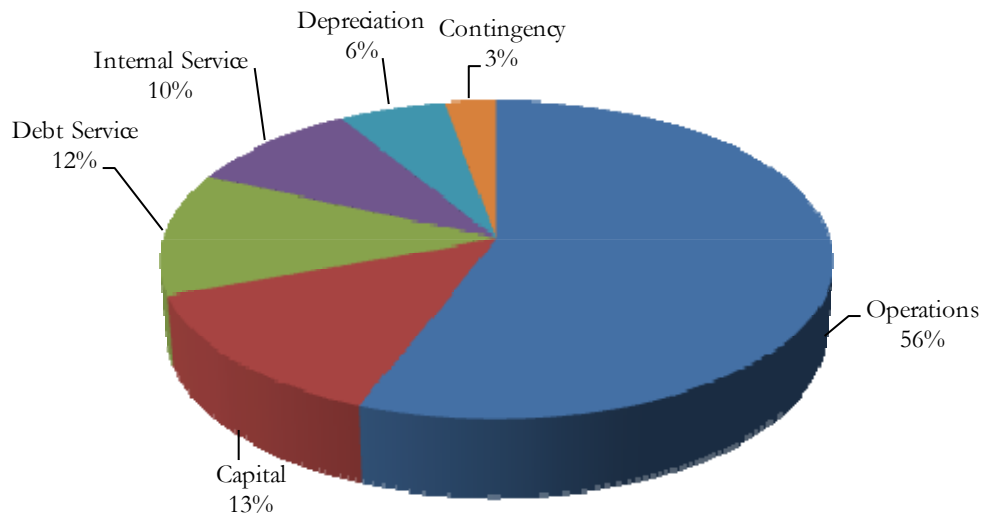
### EXPENDITURES

#### Total Budget Uses (In Millions)

Description	FY14 Budget	FY15 Budget	FY16 Budget	FY17 Budget	% Change Previous Year
Operations	\$ 34.1	\$ 34.9	\$ 35.7	\$ 37.8	5.9%
Capital Purchases	9.9	11.8	9.3	9.2	-1.1%
Street Improvements Proposition	-	5.0	-	-	0.0%
Debt Service	9.8	9.7	9.5	8.3	-12.6%
Depreciation	4.2	4.2	4.2	4.0	-4.8%
Contingencies	2.5	2.4	2.1	1.9	-9.5%
Total Expenditures	\$ 60.5	\$ 68.0	\$ 60.8	\$ 61.2	0.7%
Internal Services	7.4	7.3	7.1	6.5	-8.5%
<b>Total Expenditures</b>	<b>\$ 67.9</b>	<b>\$ 75.3</b>	<b>\$ 67.9</b>	<b>\$ 67.7</b>	<b>-0.3%</b>
Transfers Out	2.6	2.6	4.5	5.2	15.6%

The budget is comprised of the following seven major groups: The operating budget of \$37.8 million; Capital Purchases of \$9.2 million; Debt Service of \$8.3 million; Depreciation of \$4.0 million; Contingencies of \$1.9 million; Internal Services of \$6.5 million.

#### Where the Money Goes







# BUDGET SUMMARIES

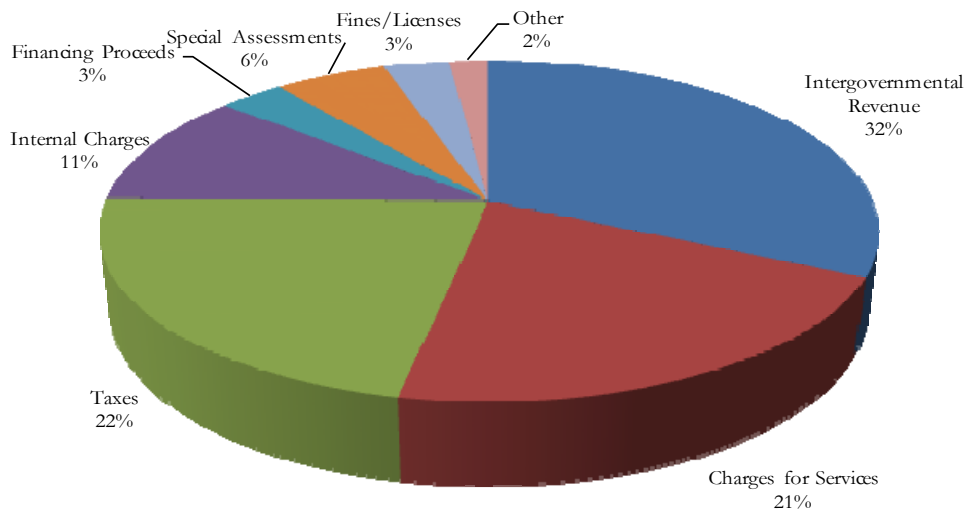
## REVENUES

The FY17 estimated revenues total \$58.3 million, an increase of 4% over FY16 budgeted revenues. The increase is projected in the areas of local tax collections and state shared revenues. The city has forecasted a 3.9 % or \$2.1 million increase to estimated revenue for the new budget year.

### Total Budgeted Sources (In Millions)

Description	FY14 Budget	FY15 Budget	FY16 Budget	FY17 Budget	% Change Previous Year
Taxes	11.1	11.2	11.4	12.9	13.2%
Dedicated Street Taxes	-	5.0	-	-	0.0%
Intergovernmental Revenue	18.8	17.1	18.0	18.6	3.3%
Fines, Licenses, Permits & Rents	1.6	1.6	1.7	1.9	11.8%
Charges for Services	11.5	11.9	11.9	12.3	3.4%
Capital Lease/Bond Proceeds	4.3	4.8	1.6	1.9	18.8%
Special Assessments	3.6	3.6	3.8	3.2	-15.8%
Investment Income	0.0	0.1	0.1	0.1	0.0%
Miscellaneous Revenue	0.8	0.6	0.8	1.0	25.0%
<b>Total Revenues</b>	<b>\$ 51.7</b>	<b>\$ 55.9</b>	<b>\$ 49.3</b>	<b>\$ 51.9</b>	<b>5.3%</b>
Internal Charges	7.0	6.8	6.8	6.3	-7.4%
<b>Total Appropriations</b>	<b>\$ 58.7</b>	<b>\$ 62.7</b>	<b>\$ 56.1</b>	<b>\$ 58.2</b>	<b>3.7%</b>
Transfers In	2.6	2.6	4.5	5.2	15.6%

### Where the Money Comes From





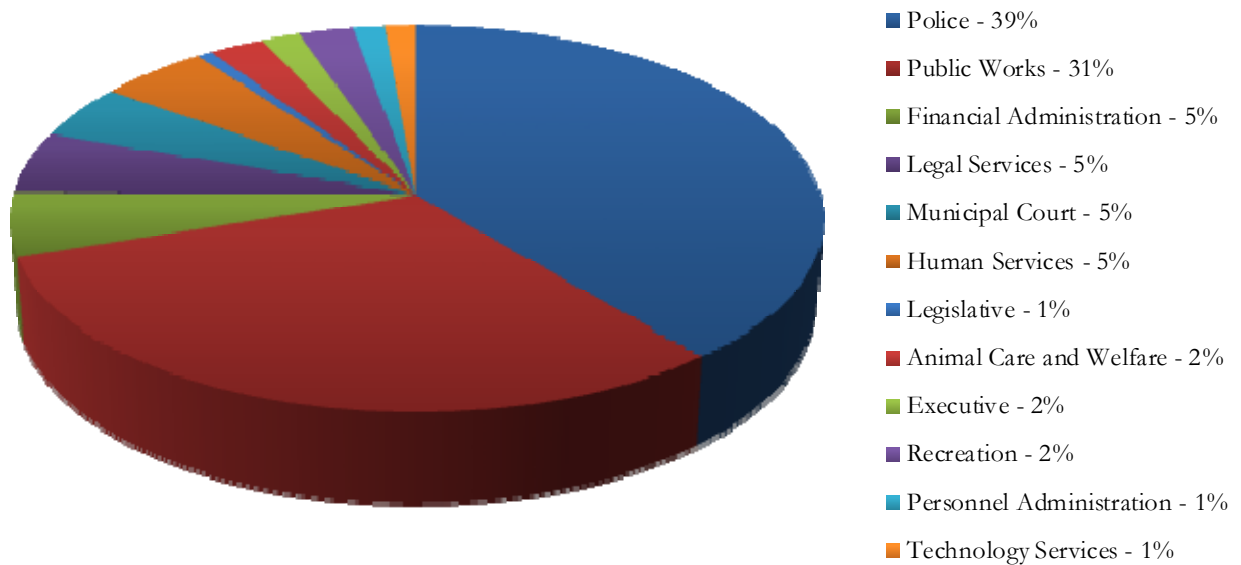
# BUDGET SUMMARIES

## City Staffing

There was no net change in staffing levels for FY17. However, there were changes to six departments. The Municipal Court added one Court Clerk position. Legal Services added a grant funded part-time Victim Advocate position. There were six frozen police officer positions removed from Police Department authorized list and a part-time Office Assistant I position was reclassified to a temporary part-time position. Human Services Department added the positions of Transit Manager, Senior Nutrition Asst/Transit Dispatch and Pest Abatement Manager. Public Works added a Parks Maintenance Worker I position.

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

## City Personnel





# BUDGET SUMMARIES

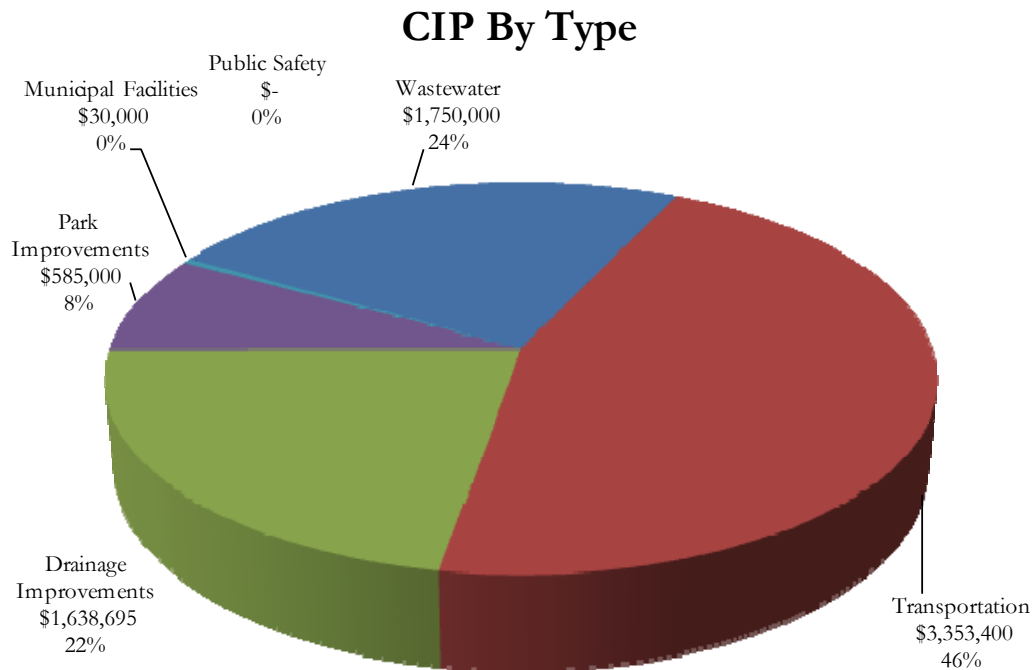
## Capital Improvement Plan

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 FY17-FY21 CIP will form the basis for appropriations in the FY17 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 gives residents and businesses a clear and accurate view of the City's long-term direction in the area of capital improvements and a better understanding of the City's ongoing needs for stable revenue sources to fund large or multi-year capital projects.

The following graph identifies all Capital Improvements by type for FY17.

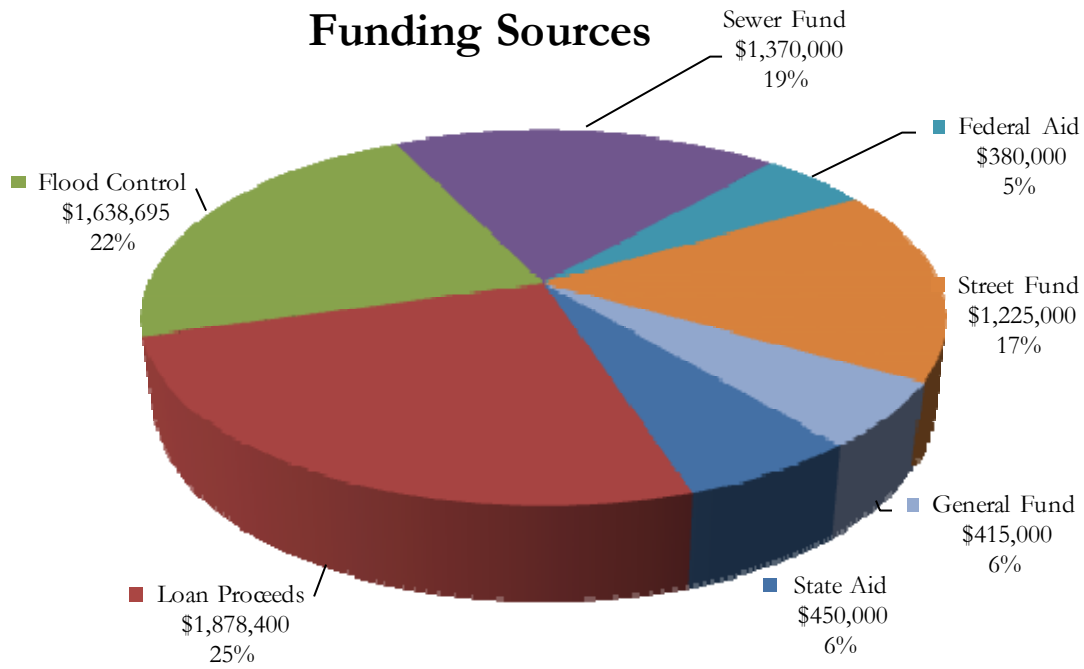




# BUDGET SUMMARIES

## Capital Improvement Plan

The following graph identifies all capital improvements by funding sources.





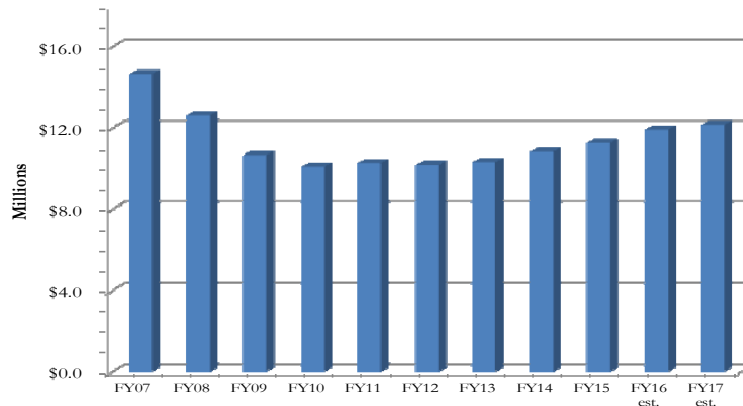
# BUDGET SUMMARIES

## 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.

<b>Fiscal Year</b>	<b>Revenue</b>	<b>Increase/ Decrease</b>
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	\$10,820,754	5.1%
2014-15	\$11,283,689	4.3%
2015-16 est.	\$11,902,619	5.5%
2016-17 est.	\$12,144,293	2.0%





# BUDGET SUMMARIES

## REVENUE SUMMARIES

### State Shared Income Tax

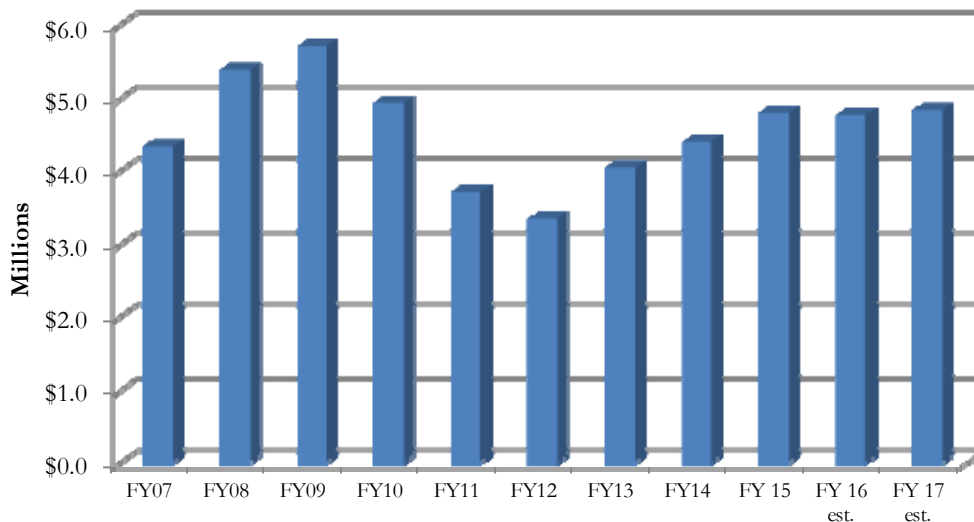
**Description:** Cities and towns in Arizona are precluded from imposing an income tax by Arizona state law. In 1972 the voters of Arizona approved the Urban Revenue Sharing Program, which requires the State to share 15% of its income tax revenue with the incorporated cities and towns.

**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 annual population estimates by the US Census Bureau.

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

Fiscal Year	Revenue	% of Increase/Decrease
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	4,407,235	9.1%
2014-15	4,786,562	8.6%
2015-16 Est.	4,760,611	-0.5%
2016-17 Est.	4,828,896	1.4%





# BUDGET SUMMARIES

## REVENUE SUMMARIES

### State Shared Sales Tax

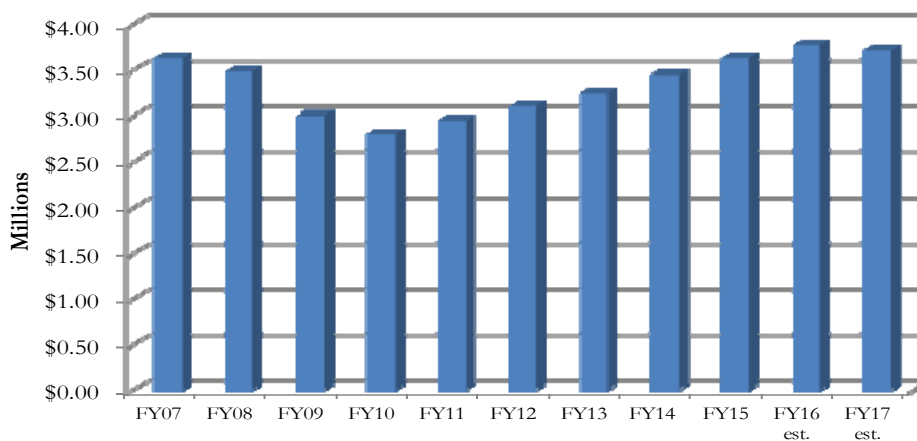
**Description:** Like the local sales tax, the State imposes a tax on the sale of goods. The State distributes 25% of taxes collected to all the incorporated cities and towns based on population estimates from the most recent U.S. Census.

**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 annual population estimates by the US Census Bureau.

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

<u>Fiscal Year</u>	<u>Revenue</u>	<u>% of Increase/Decrease</u>
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	3,447,161	6.2%
2014-15	3,628,735	5.3%
2015-16 est.	3,777,378	4.1%
2016-17 est.	3,715,164	-1.6%





# BUDGET SUMMARIES

## REVENUE SUMMARIES

### Highway User Fees

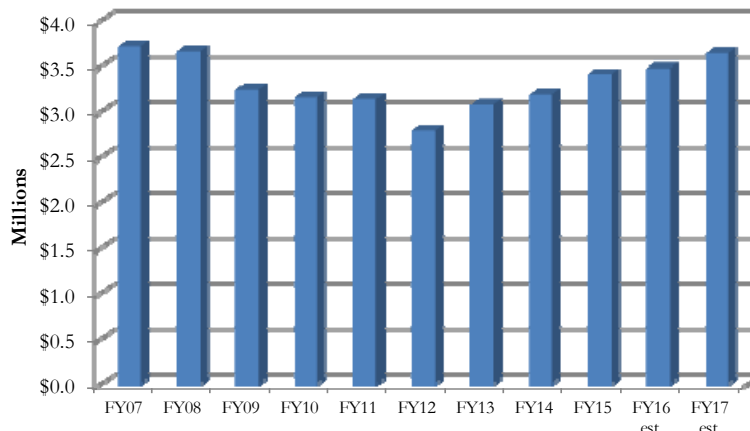
**Description:** The State of Arizona collects various fees and taxes from users of the State's roads and highways. An excise tax is charged on fuel purchases on a per gallon basis. There are also a number of additional transportation related fees/taxes which are distributed via HURF.

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

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

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

<u>Fiscal Year</u>	<u>Revenue</u>	<u>% of Increase/Decrease</u>
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	\$3,186,053	3.7%
2014-15	\$3,416,415	7.2%
2015-16 est.	\$3,475,007	1.7%
2016-17 est.	\$3,642,075	4.8%







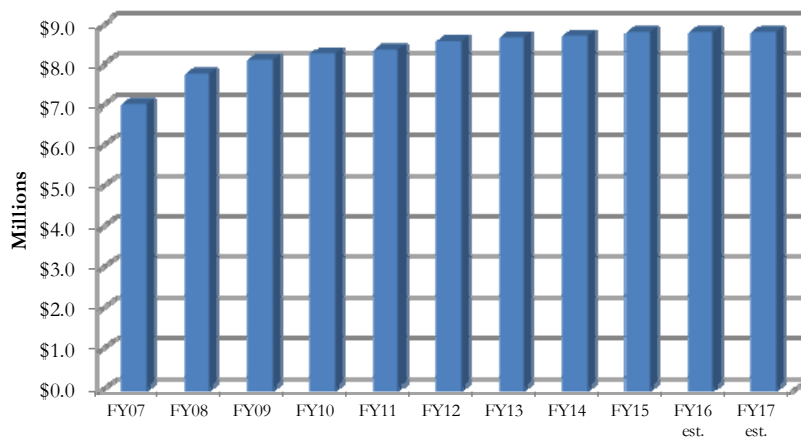
# BUDGET SUMMARIES

## REVENUE SUMMARIES

### Sewer Fees

- Description:** The City charges sewer user fees for all residential and commercial users of the City's sewer system.
- Use:** The revenues generated are used for the expansion, maintenance and administration of the City's wastewater collection and treatment system.
- Current Rate Structure:** Single Family Residence \$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 75 residential customers.

<u>Fiscal Year</u>	<u>Revenue</u>	<u>% of Increase/Decrease</u>
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	\$8,705,402	0.4%
2014-15	\$8,605,642	-1.1%
2015-16 est.	\$8,656,200	0.6%
2016-17 est.	\$8,657,500	0.0%





# GENERAL FUND

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## General Fund

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

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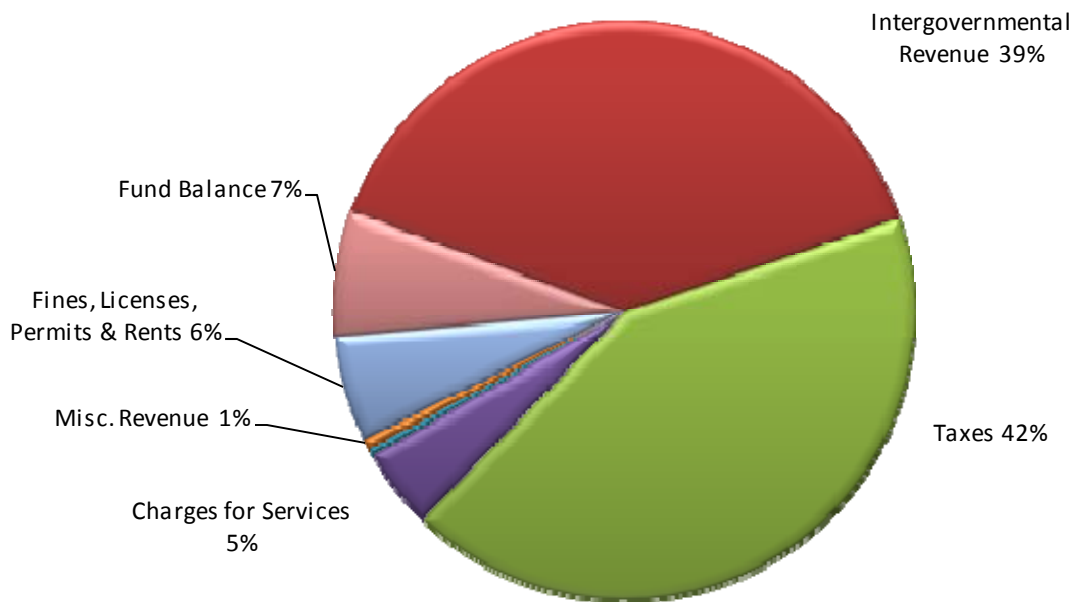


# GENERAL FUND

## GENERAL FUND SUMMARY

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

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



The General Fund budget for FY17 totals \$27,620,839. The projected operating revenues total \$26,890,378, which is a 7.3% increase from the budgeted estimates for FY16 at \$25,057,197.

Fund balance available as of July 1, 2016 is estimated at \$10.4 million. As per the Budget Policy, \$7.8 million, or 30% of FY16 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					
	FY14	FY15	FY16	FY16	FY17
	Actual	Actual	Budget	Estimate	Budget
<b>Source of Funds:</b>					
<b>Beginning Fund Balance</b>					
Nonspendable	11,119	878,693	874,453	874,453	874,453
Restricted	79,223	48,543	31,290	31,290	31,290
Unreserved Fund Balance	6,236,547	6,635,648	8,526,119	8,526,119	9,589,886
<b>Total Beginning Fund Balance</b>	<b>6,326,889</b>	<b>7,562,884</b>	<b>9,431,862</b>	<b>9,431,862</b>	<b>10,495,629</b>
<b>Revenues</b>					
Taxes					
Sales/Use Tax	10,820,754	10,803,500	10,668,500	11,902,619	12,144,293
Franchise Taxes	677,342	697,916	708,300	689,860	693,700
Bed Tax	70,717	41,155	70,700	72,500	72,500
Intergovernmental Revenues					
State Income Tax	4,407,235	4,786,562	4,760,611	4,760,611	4,828,896
State Sales Tax	3,447,161	3,580,640	3,777,378	3,777,378	3,715,164
State Auto Tax	1,901,827	1,943,388	2,068,892	2,068,892	2,191,632
Federal Grant	16,119	3,881	-	-	-
Charges for Services	1,108,194	1,085,954	1,202,908	1,078,300	1,204,802
Licenses and Permits	569,845	593,145	574,025	660,465	660,515
Fines and Forfeitures	943,681	982,645	983,000	1,077,965	1,079,400
Rents	41,098	38,373	57,883	50,409	75,026
Investment Income	5,630	5,800	5,800	15,000	15,000
Other	189,113	95,900	179,200	161,450	209,450
<b>Subtotal</b>	<b>24,198,716</b>	<b>24,658,859</b>	<b>25,057,197</b>	<b>26,315,449</b>	<b>26,890,378</b>
Other Funding Sources					
Transfers In	1,118	-	81,533	81,533	81,533
Capital Lease Proceeds	378,082	8,412	65,000	65,806	-
Sale of Capital Assets	33,096	2,996	20,000	12,200	7,000
<b>Subtotal</b>	<b>412,296</b>	<b>11,408</b>	<b>166,533</b>	<b>159,539</b>	<b>88,533</b>
<b>Total Revenues &amp; Other Funding Sources</b>	<b>24,611,012</b>	<b>24,670,267</b>	<b>25,223,730</b>	<b>26,474,988</b>	<b>26,978,911</b>



# GENERAL FUND

## GENERAL FUND SUMMARY

CITY OF BULLHEAD CITY GENERAL FUND	FY14 Actual	FY15 Actual	FY16 Budget	FY16 Estimate	FY17 Budget
<b>Use of Funds:</b>					
Legislative					
Mayor & Council	123,071	127,121	103,444	94,359	119,927
City Clerk	175,022	187,695	204,305	198,527	209,402
Elections	88	96,195	-	-	108,580
Judicial	858,546	868,356	1,440,221	1,399,924	1,448,242
Executive					
City Manager	193,816	199,246	228,977	196,527	233,500
Public Communications	139,413	116,385	155,820	101,356	176,973
Financial Administration	645,249	590,028	769,811	757,676	778,718
Legal Services	968,749	960,293	1,075,768	1,047,379	1,098,962
Personnel Administration					
Human Resources	153,538	157,798	166,079	166,073	183,076
Employee Wellness	4,496	-	-	-	-
General Government					
Technology Services	546,393	736,680	952,629	962,251	938,898
Planning & Zoning	178,396	174,026	185,112	189,748	199,316
Building Safety	327,152	335,173	341,642	336,575	413,637
Code Enforcement	342,696	445,258	449,869	441,589	405,862
Laughlin Retreat	-	-	-	18,200	61,000
Facilities Management	709,672	708,079	756,959	734,611	816,918
Senior Transportation	45,208	-	-	-	-
Human Services	-	-	18,670	18,720	21,740
Non-Departmental	687,250	638,324	730,942	680,713	831,456
Contingency	-	-	1,200,000	-	-
Police	11,847,280	11,873,500	11,690,794	11,601,175	11,994,251
Animal Care and Welfare	546,854	570,369	627,616	580,190	612,771
Culture and Recreation					
Recreation Services	720,510	720,109	783,593	728,206	867,087
Park Rangers	75,950	702	71,036	68,134	73,178
Parks Maintenance	1,632,440	1,716,451	1,819,941	1,749,503	1,907,577
Public Works					
Administration	41,324	23,933	29,101	28,056	29,798
Engineering	145,058	81,579	145,389	144,247	155,923
Economic Development	114,859	120,463	90,100	88,697	108,320
Debt Service	95,463	83,280	281,188	280,596	280,299
<b>Total Operating Budget</b>	<b>21,318,493</b>	<b>21,531,043</b>	<b>24,319,006</b>	<b>22,613,032</b>	<b>24,075,411</b>



# GENERAL FUND

## GENERAL FUND SUMMARY

CITY OF BULLHEAD CITY  
GENERAL FUND

	FY14 Actual	FY15 Actual	FY16 Budget	FY16 Estimate	FY17 Budget
<b>Capital Outlay</b>					
Technology Services	49,901	120,316	286,000	286,000	202,000
Parks Maintenance	77,611	(2,588)	28,500	28,652	160,800
Facilities Management	11,296	5,700	24,000	27,000	15,000
Police	165,569	-	315,794	300,325	281,394
Animal Care	-	-	-	10,000	-
Non-Departmental	21,148	21,148	-	-	-
<b>Total Capital Outlay</b>	<b>325,525</b>	<b>144,576</b>	<b>654,294</b>	<b>651,977</b>	<b>659,194</b>
<b>Contingency</b>					
Non-Departmental	-	-	1,200,000	-	1,200,000
<b>Total Contingency</b>	<b>-</b>	<b>-</b>	<b>1,200,000</b>	<b>-</b>	<b>1,200,000</b>
<b>Total Expenditures</b>	<b>21,644,018</b>	<b>21,675,619</b>	<b>26,173,300</b>	<b>23,265,009</b>	<b>25,934,605</b>
<b>Transfers Out</b>					
Debt Service					
City Hall and police expansion	599,083	614,690	647,924	627,355	629,246
Street Improvements	671,215	667,252	718,022	685,978	-
BHC/Laughlin Bridge					168,945
Transit	232,978	296,932	296,932	296,932	296,932
Senior Nutrition Center	100,203	100,460	100,460	100,460	100,460
Highway User Revenue	-	-	122,962	122,962	1,345,073
Court	-	9,560	-	-	-
Pest Abatement	-	-	-	-	5,000
Capital Projects	-	25,000	80,000	80,000	135,000
Enterprise	127,599	127,599	232,525	232,525	205,578
<b>Total Transfers Out</b>	<b>1,731,078</b>	<b>1,841,493</b>	<b>2,198,825</b>	<b>2,146,212</b>	<b>2,886,234</b>
<b>Total Expenditures &amp; Transfers Out</b>	<b>23,375,096</b>	<b>23,517,112</b>	<b>27,172,125</b>	<b>25,411,221</b>	<b>27,620,839</b>
<b>Ending Fund Balance</b>					
Nonspendable	878,693	874,453	874,453	874,453	874,453
Restricted	48,543	31,290	31,290	31,290	31,290
Unreserved Fund Balance	6,635,648	8,526,119	6,577,724	9,589,886	8,947,958
<b>Total Ending Fund Balance</b>	<b>7,562,884</b>	<b>9,431,862</b>	<b>7,483,467</b>	<b>10,495,629</b>	<b>9,853,701</b>



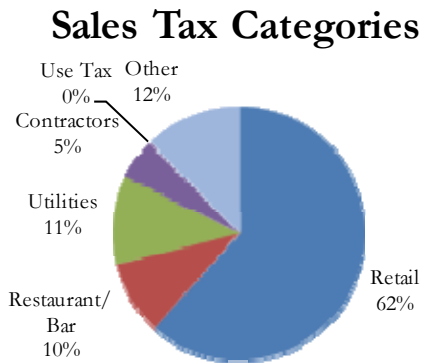
# GENERAL FUND

## 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 \$12,144,293. This estimate is 2.0% higher than FY16 estimated collections and is the conservative product of historical collections since FY12.

### City Sales Tax

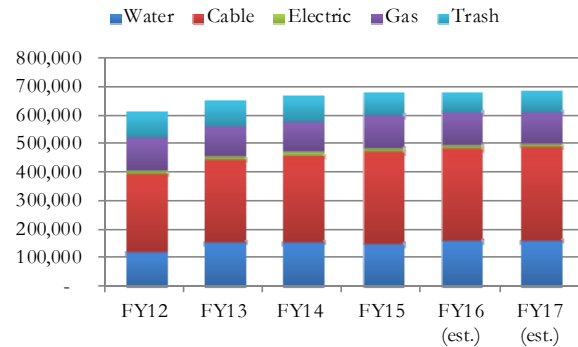
Fiscal Year	Revenue	% Change
2011-12	\$10.2	-1.0%
2012-13	\$10.3	1.3%
2013-14	\$10.8	5.1%
2014-15	\$11.3	4.3%
2015-16 (est.)	\$11.9	5.5%
2016-17 (est.)	\$12.1	2.0%



**Franchise Taxes:** Franchise taxes are paid by 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 that the projection for FY17 is 0.6% more than the FY16 estimate.

### Franchise Tax

Fiscal Year	Revenue	% Change
2011-12	\$620,742	15.3%
2012-13	\$658,934	6.2%
2013-14)	\$677,342	2.8%
2014-15	\$686,851	1.4%
2015-16 (est.)	\$689,860	0.4%
2016-17 (est.)	\$693,700	0.6%





# GENERAL FUND

## GENERAL FUND SUMMARY

There was a significant change in the population methodology chosen for state shared revenue distributions. State law was passed that 2015 Census estimated numbers be used instead of the 2010 Census population numbers for state shared revenue distributions per state statute

**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>
2011-12	3,102,234	5.1%
2012-13	3,246,195	4.6%
2013-14	3,447,161	6.2%
2014-15	3,628,735	5.3%
2015-16 (est.)	3,777,378	4.1%
2016-17 (est.)	3,715,164	-1.6%

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

Bullhead City's share of State income tax is estimated to be \$4,828,896 which is a increase of \$68,285 or 1.4%. 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 FY2017 is estimated at \$663.6 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>
2011-12	3,337,205	-10.3%
2012-13	4,038,926	21.0%
2013-14	4,407,235	9.1%
2014-15	4,786,562	8.6%
2015-16	4,760,611	-0.5%
2016-17	4,828,896	1.4%





# GENERAL FUND

## GENERAL FUND SUMMARY

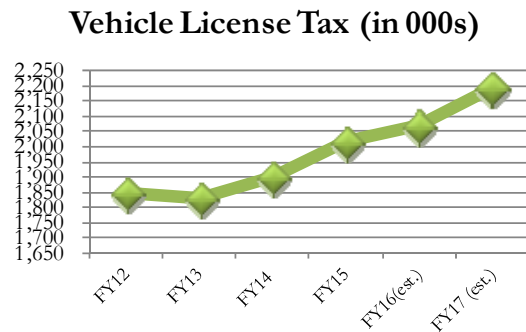
**Vehicle License Tax (Auto Lieu Tax):** Approximately 20 percent of the revenues collected for the licensing of motor vehicles are distributed to incorporated cities and towns.

Bullhead City's share of the vehicle tax for FY17 is estimated to be 5.9% higher than the FY16 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 FY12.

### Vehicle License Tax

Fiscal Year		% Change
FY12	1,849,936	-1.2%
FY13	1,831,829	-1.0%
FY14	1,901,827	3.8%
FY15	2,018,654	6.1%
FY16(est.)	2,068,892	2.5%
FY17 (est.)	2,191,632	5.9%





# 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 the Bureau of Animal Care and Welfare, 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, and Holding Facility/Transport.

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

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 2015-2016 Highlights

- ✓ Responded to 64,804 calls for service
- ✓ Replaced all aging Department handguns
- ✓ Provided Individual First Aid Kits (IFAK) for each Department Vehicle
- ✓ Provided each Sworn Officer and Animal Care & Welfare Officer with a tourniquet
- ✓ Procured and installed a new police radio system
- ✓ Procured and installed new Mobile Data Computers (MDC) in the Police Patrol units
- ✓ Increased adoptions at the Animal Care & Welfare facility
- ✓ Completed the repair/remodel project at the Animal Care and Welfare facility
- ✓ Police and Citizens Together (PACT) meetings
- ✓ Neighborhood Block Watch Program
- ✓ National Night Out Program
- ✓ Public Safety Bicycle Rodeo
- ✓ Special Traffic Enforcement Program
- ✓ Drunk and Drugged Driver Saturation Patrols

### FY 2016-2017 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 Resources Officer Program, staffed by three (3) sworn police officers assigned to the function
- ✓ Replace an obsolete AFIS system. We are currently limited to local fingerprint searches with our existing system. The new system will give us the ability to conduct searches for latent and ten print cards throughout the State of Arizona. In addition, any information we enter into the system will be accessible to other cities within Arizona
- ✓ Send two (2) Sworn commanders or supervisors to the Arizona Leadership Program
- ✓ Adopt at least one hundred (100) animals during the month of December
- ✓ Complete and implement the Lexipol policy manual



# GENERAL FUND

## PUBLIC SAFETY

### Performance Indicators

MEASURE	FY15 Actual	FY16 Estimate	FY17 Budget
911 Calls for service	64,804	65,018	65,125
Animals returned to owner/adopted (ACW)	998	1,230	1,250
Calls for service (ACW)	3,138	2,968	2,870
Cases assigned (CIB)	551	368	375
Citations issued (ACW)	612	356	450
Crime lab analysis	1,045	1,044	1,045
Crime scenes processed	133	136	138
Criminal arrests	2,652	2,512	2,582
DUI Arrests	154	120	135
Events responded to	39,247	39,292	39,337
Fingerprints processed	2,539	3,680	3,690
Pawn tickets received	28,730	28,512	28,621
Police auxiliary hours	4,507.50	4,871.00	4,689.00
Search warrants (CIB)	83	100	92
Search warrants (V/N)	15	12	13
Street value of recovered drugs (V/N)	\$477,955.00	\$68,095.00	\$100,000.00
Traffic Accidents responded to	621	560	588
Value of property recovered (CIB)	\$37,405.00	\$110,100.00	\$73,750.00



# GENERAL FUND

## PUBLIC SAFETY

	FY14 Actual	FY15 Actual	FY16 Budget	FY16 Estimate	FY17 Budget
<b>Expenditures by Classification</b>					
Personnel Costs	\$ 9,999,674	\$ 10,166,272	\$ 10,561,187	\$ 10,503,057	\$ 10,770,912
Services and Other Charges	1,527,400	1,453,305	793,531	894,173	892,555
Supplies	308,035	278,944	441,431	272,396	394,831
Property	80,462	49,055	70,047	48,022	63,686
Capital Outlay	212,660	-	1,831,753	1,800,325	297,314
Contingency					75,976
<b>Subtotal</b>	<b>\$ 12,128,231</b>	<b>\$ 11,947,576</b>	<b>\$ 13,697,949</b>	<b>\$ 13,517,973</b>	<b>\$ 12,495,274</b>
Cost Recovery	(115,383)	(74,076)	(1,691,361)	(1,616,473)	(219,629)
<b>General Fund Total</b>	<b>\$ 12,012,848</b>	<b>\$ 11,873,500</b>	<b>\$ 12,006,588</b>	<b>\$ 11,901,500</b>	<b>\$ 12,275,645</b>

### Expenditures by Activity

Technology Services	\$ 202,463	\$ -	\$ -	\$ -	\$ -
Police Administration	1,638,351	1,455,385	1,472,115	1,525,376	1,489,747
Police Patrol	6,553,509	6,803,755	6,448,236	6,364,712	6,973,350
Police Criminal Investigations	1,538,025	1,551,272	1,988,229	1,842,035	1,783,012
Police Support Services	705,323	787,143	628,310	569,844	462,219
Emergency Services	1,249,631	1,265,907	1,226,506	1,406,641	1,376,052
Parks Enforcement	33	65,721	-	-	-
Police Grants	28,236	18,393	102,800	9,040	113,580
Capital Outlay	212,660	-	1,831,753	1,800,325	297,314
<b>Total</b>	<b>\$ 12,128,231</b>	<b>\$ 11,947,576</b>	<b>\$ 13,697,949</b>	<b>\$ 13,517,973</b>	<b>\$ 12,495,274</b>

### Staffing

Police Chief	1.00	1.00	1.00	1.00	1.00
Deputy Police Chief	1.00	0.00	0.00	0.00	0.00
Police Captain	1.00	1.00	1.00	1.00	1.00
Police Lieutenant	3.00	3.00	3.00	3.00	3.00
Police Sergeant	13.00	13.00	13.00	13.00	13.00
Police Corporal	9.00	9.00	9.00	9.00	9.00
Police Officer	54.00	55.00	55.00	49.00	49.00
Sworn Police	82.00	82.00	82.00	76.00	76.00
Administrative Analyst	1.00	1.00	1.00	1.00	1.00
Administrative Assistant I	1.00	1.00	1.00	1.00	1.00
Community Service Officer	1.00	1.00	1.00	1.00	1.00
Emergency Services Dispatcher	11.00	11.00	11.00	11.00	11.00
Emergency Services Dispatcher, Sr.	4.00	4.00	4.00	4.00	4.00
Office Assistant I	1.50	1.50	1.50	1.00	1.00
Office Assistant II	5.00	5.00	5.00	5.00	5.00
Office Specialist I	1.00	1.00	1.00	1.00	1.00
Office Specialist II	1.00	1.00	1.00	1.00	1.00



# GENERAL FUND

## PUBLIC SAFETY

	FY14 Actual	FY15 Actual	FY16 Budget	FY16 Estimate	FY17 Budget
<b>Staffing</b>					
PD Communications Coordinator	1.00	0.00	0.00	0.00	0.00
Police Booking Officer	2.00	2.00	2.00	2.00	2.00
Police Forensic Specialist	2.00	2.00	2.00	2.00	2.00
PD Investigative/Public Information A:	1.00	1.00	1.00	1.00	1.00
Police Investigative Aide	0.50	0.50	0.50	0.50	0.50
Police Investigative Assistant	1.00	1.00	1.00	1.00	1.00
Police Support Services Mgr	0.00	0.00	0.00	1.00	0.50
Property Evidence Custodian	2.00	2.00	2.00	2.00	2.00
Non-sworn Police	36.00	35.00	35.00	35.50	35.00
<b>Total</b>	<b>118.00</b>	<b>117.00</b>	<b>117.00</b>	<b>111.50</b>	<b>111.00</b>



# GENERAL FUND

## PUBLIC SAFETY

	FY14 Actual	FY15 Actual	FY16 Budget	FY16 Estimate	FY17 Budget
<b>Personnel Costs</b>					
Regular Full-Time	5,846,232	5,863,531	6,284,087	6,010,748	6,306,410
Other Wages	29,311	67,869	20,835	42,415	82,201
Stand By Wages	32,830	34,183	30,057	31,585	30,057
Specialty Pay	48,150	42,678	45,000	39,467	45,000
Overtime	819,046	824,957	627,000	881,191	627,000
Accrued Leave Paid	38,587	15,109	59,977	118,907	54,928
Health Insurance	1,264,015	1,303,673	1,267,200	1,222,080	1,272,960
Social Security	1,850	6,679	1,292	3,873	5,096
Medicare	92,616	95,015	102,646	99,156	104,306
ICMA Retirement	203,106	179,351	172,360	199,541	169,939
Public Safety Retirement	1,185,027	1,317,385	1,520,416	1,427,099	1,696,898
Workers Compensation	331,481	299,384	290,517	309,052	199,625
Employee Allowance	107,423	116,458	139,800	117,943	176,492
<b>TOTAL CATEGORY</b>	<b>9,999,674</b>	<b>10,166,272</b>	<b>10,561,187</b>	<b>10,503,057</b>	<b>10,770,912</b>

### Services And Other Charges

Business Meals	-	-	200	135	120
Meals for miscellaneous meetings, Interview panels and visiting dignitaries.				135	120
Investigative Expenses	24	553	5,100	500	5,100
Investigative expenses, bank records, etc.				-	100
RICO				500	5,000
Veterinarian Services	1,842	1,386	-	-	-
Other Professional Services	27,392	18,937	15,749	20,053	25,986
Pre-employment polygraph services (25)				2,816	2,625
Pre-employment psychological testing (25)				1,710	3,375
Law enforcement policy manual				3,550	4,154
Fingerprint backgrounds non-criminal				264	264
Notary public bond & certification (4)				125	500
Transcription services				-	1,000
Electrical work in the 911 server room				2,769	-
Daily Training Bulletins				-	6,318
Vehicle towing services @ \$70				7,644	5,200
Locksmith services				240	500
Hydrostatic testing of 26 tanks @10				260	260
Services to further emergency response/criminal investigations				-	500
Radar certification				675	1,290
Other Technical Services	2,690	2,633	4,580	28,192	4,580
Lexipol Policy manual implementation				25,000	-
Criminal polygraph services				-	330
Document charges in response to internet use subpoenas				28	200
Locksmith services				-	500
Misc technical services				-	450
Pinging and cell phone data subpoenas				-	500
Hazardous materials disposal				3,164	2,600
Permitting & Misc Fees	28	24	-	8	24
Vehicle licensing fees				8	24
Prison Inmate Costs	641,268	607,383	6,500	2,844	4,500
City holding facility food and supplies				2,844	2,000
Medical services for injured prisoners				-	2,500





# GENERAL FUND

## PUBLIC SAFETY

	FY14 Actual	FY15 Actual	FY16 Budget	FY16 Estimate	FY17 Budget
<b>Services And Other Charges</b>					
Other Contracted Services	6,055	43,499	7,474	96,260	7,474
Access to public and private data bases				3,600	3,600
Covertrack-unlimited usage/mapping svcs/tracking devices				1,674	1,674
RICO Mapping services				1,295	-
RICO Training services				22,500	-
Language line for foreign language translation				1,224	2,200
Contract staff for projects				65,967	-
General Equipment Repairs	4,752	10,741	9,422	11,493	6,722
Refurbish/replace police badges				963	522
Replace software/hardware speed trailer-completed				2,665	-
Intoximeters and intoxilizers annual maintenance				500	500
Regulators dive team annual maintenance				300	600
Radios for SWAT not covered by maintenance agreement				-	350
Repair of radar units				62	750
Alarm for the impound yard/annex building(move to PW)				2,893	-
Repairs and maintenance for the video system				-	500
Headset accessories				24	-
Seat replacement for a chair				148	-
Beacon light replacement				1,753	-
Small equip/radios not covered by contracts				2,185	3,500
Vehide Repairs & Service	240,654	211,808	210,250	206,150	188,050
Boats				3,400	7,500
Fleet Rental Charges				202,750	180,550
Maintenance Agreements	70,409	75,560	52,692	52,692	125,586
AFIS livescan fingerprinting equip				52,692	-
Police radio system				-	125,586
Software/Hardware Agreement	67,305	2,500	-	-	-
Land And Building Rentals	1,650	1,800	1,800	1,800	1,800
RICO Storage Rental				1,800	1,800
Equip. & Vehide Rental	33,557	28,200	31,870	31,670	31,670
Lease cost for undercover vehicles				19,370	19,370
Vehicle to tow lab trailer (this is reimbursed)				6,600	6,600
Tower site-sba properties at christmas tree pass/spirit mtn				5,700	5,700
Property & Risk Insurance	353,370	359,812	365,375	365,375	368,296
Cellular Service	32,423	33,391	29,604	32,646	62,702
Smartphones (42) to (76)				31,500	54,756
Cellphones (3)				1,146	1,146
Additional smartphones(34)				-	6,800
Other Advertising	-	-	-	294	294
Advertising for Weapons RFP				294	294
Custom Printing	6,801	7,662	5,225	4,137	5,225
Business cards				789	875
Pawn tickets				2,100	2,250
Traffic citations and patrol/detective forms				526	2,000
General orders copies				412	-
Chief's note cards				210	-
DUI posters 4x per year				100	100



# GENERAL FUND

## PUBLIC SAFETY

	FY14 Actual	FY15 Actual	FY16 Budget	FY16 Estimate	FY17 Budget
<b>Services And Other Charges</b>					
Per Diem	9,000	6,639	7,340	6,546	8,347
International Association of Chiefs of Police Conference (IACP)				170	204
Internal Affairs training (5)				170	170
Funeral services (5)				-	170
Pima County Sheriff's Office Academy Graduation - Fechtmann				49	-
Tour Pima County Sheriff's Office Academy				68	-
Arizona Leadership Program (16 full days, 4 dinners)				604	604
Trials/meetings				9	-
PATC Legal & Liability Management (4 full days)				136	136
AACOP (3 full days, 1 dinner) Chief-Flagstaff				-	117
Arizona Association of Chiefs of Police meeting (AACOP) (X2)				-	68
VM Software Virtual machine(Forensic computer)				-	68
Recruiting, hiring & background investigations				-	68
Chief meetings (3)				-	102
MAGNET meetings				15	-
Recruitment and job fairs				136	204
School Violence Conference (X2)				102	166
Armorer school (X4)				94	136
Hazardous devices school- IABTI required training x3				204	555
Hostage Negotiators Training Conference (X2)				-	204
Natl Tactical Operational Assoc - NTOA Conf x2 (6 days)				612	408
Regional FTO course (X2)				-	110
GOHS Conference Phoenix				68	49
Current Drug Trends - Kingman				33	-
Colorado River Law Enforcement Assoc Boating				55	-
Statewide Training Coordinator meeting				-	49
Supervisor school- AZ Post (X3)				165	555
Training Coordinators quarterly meeting (x4)				44	44
School Safety Program Plus				137	-
ANOA Narcotics (X3)				151	-
Glock recertification				49	-
Passenger and Commercial Interdicion				11	-
Hostage Negotiators Training Phase 1 & 2				170	170
Legal and Liability Issues in Schools (X2)				136	136
NAFTO FTO supervisor training				60	-
New SRO officer training				243	-
Blue Courage program				151	-
Child Death Investigation				68	-
Forensic Trauma interviewing				147	-
Meals for trials/meetings out of the area				40	550
Child Abduction Investigation training				302	-
Computer Forensic training				-	170
Death and Homicide training				-	102
New criminal investigator course				170	-
Sex Crimes training				-	102
Terrorism Liaison office meetings				-	136
ANOA Narcotics (x2)				604	740
Identification conference				-	170
Advanced Forensic Interview training				662	-



# GENERAL FUND

## PUBLIC SAFETY

	FY14 Actual	FY15 Actual	FY16 Budget	FY16 Estimate	FY17 Budget
<b>Services And Other Charges</b>					
Terrorism Liaison conference				117	170
Law Enforcement Records Mgt Assoc seminar (2)				-	98
Property and Evidence seminar (1)				52	68
Arizona Leadership (move to Admin)				385	-
FBI NIBRS training (2) (4 full days)				67	166
APCO Western Regional Conference (2)				-	272
Dispatch Academy (2)				-	1,020
AZ NAFTA State (3) 2 dinners				90	90
<b>Lodging</b>	<b>6,465</b>	<b>10,757</b>	<b>9,546</b>	<b>6,610</b>	<b>8,845</b>
Funeral services				-	200
International Association of Chief's of Police Conference (IACP)				1,113	1,300
PATC drug/narcotic(legal issues/SWAT ops)				73	250
Recruitment and job fairs				159	200
Recruiting, hiring & background investigations				-	50
Internal Affairs Training 5 Days (X1)				171	171
AACOP -Chief-Flagstaff				-	450
Hazardous devices school- IABTI required training (5 days)				1,250	1,250
School Violence Conference (X2)				291	160
Hostage Negotiators Training Conference (X2)				-	332
Legal and Liability Issues in Schools (X2)				-	160
Natl Tactical Operational Assoc - NTOA Conf				-	645
GOHS Conference Phoenix				-	110
Hostage Negotiators Training Phase 1 & 2				250	340
Armorer training				56	-
New SRO Officer training				118	-
NAFTO FTO supervisor training				166	-
Blue Courage				355	-
Identification conference				-	170
Child Abduction training				323	-
Child Death investigation				196	-
Advanced Forensic Interview training				472	-
Computer Forensic training				-	300
Terrorism Liaison conference				750	350
Death and Homicide training				-	100
Misc travel				112	600
New criminal investigators course				218	-
Sex Crimes training				-	102
Terrorism Liaison office meetings				-	80
Property and Evidence seminar				175	150
Law Enforcement Records Mgt Assoc seminar				-	150
FBI NIBRS training Phoenix (2) (4 full days)				251	300
APCO Western Regional Conference (2)				-	800
AZ NAFTA 1 night Phoenix				111	125
<b>Transportation</b>	<b>6,549</b>	<b>5,396</b>	<b>5,093</b>	<b>4,619</b>	<b>5,817</b>
Fuel cost to WALETA				12	-
Arizona Association Chiefs meeting				-	70
Chief meetings				-	125
Recruitment and job fairs				113	150
AACOP				-	50
Funeral services				-	200
International Association of Chiefs of Police Conference (IACP)				158	200



# GENERAL FUND

## PUBLIC SAFETY

	FY14 Actual	FY15 Actual	FY16 Budget	FY16 Estimate	FY17 Budget
<b>Services And Other Charges</b>					
International Association of Chief's of Police Conference - Parking				80	150
WALETA Instructors				144	-
Help an outside agency "Willow Valley Fire"				47	-
School Safety Program Plus				51	-
Hostage Negotiators Training Conference				-	35
GOHS Conference Phoenix				-	30
Hazardous devices school- IABTI required training				1,500	2,100
Natl Tactical Operational Assoc - NTOA Conf x2				103	967
Statewide training coordinator meeting				-	50
NAFTO FTO supervisor training				66	-
School Violence				90	-
Blue Courage				65	-
Training coordinators quarterly meeting (x4)				-	120
Hostage Negotiators Training Phase 1 & 2				-	35
Armorer training				25	-
Misc travel				86	-
Terrorism Liaison conference				100	75
ANOA Narcotics (x2)				148	400
Identification conference				-	36
Terrorism Liaison office meetings				-	70
Misc travel				-	450
Sex Crimes training				-	20
Computer Forensic training				-	64
Death and Homicide training				-	20
Child Abduction training				37	-
Advanced Forensic interview training				171	-
Law Enforcement Records Mgt Assoc seminar				-	50
Property and Evidence seminar				-	50
FBI NIBRS training Phoenix (2) (4 full days)				80	100
Arizona Leadership training (move to Admin)				1,443	-
AZ NAFTO				100	100
APCO Western Regional Conference x2				-	100
Other Travel Expenses	22	88	600	-	500
Misc patrol travel expenses				-	500
Seminars & Conferences	5,896	15,509	16,120	13,586	16,912
Recruiting, hiring & background investigations				-	295
Arizona Association of Chiefs of Police (AACOP)				99	400
International Association of Chiefs of Police Conference (IACP)				350	360
Internal Affairs Training 5 Days (X1)				595	595
School violence conference (X2)				350	650
Natl Tactical Operational Assoc - NTOA Conf x2				1,000	1,200
Blue Courage				1,171	-
GOHS Conference - Phoenix				95	-
Hostage Negotiators Training Phase 1 & 2				200	500
Glock armorer school (X4)				450	1,000
Hazardous devices school- IABTI required training x3				1,800	1,800
Hostage Negotiators Training Conference (X2)				-	700
Legal and Liability Issues in Schools (X2)				650	600



# GENERAL FUND

## PUBLIC SAFETY

	FY14 Actual	FY15 Actual	FY16 Budget	FY16 Estimate	FY17 Budget
<b>Services And Other Charges</b>					
Child Death investigation				800	-
Prevent Child Abuse				400	-
Identification conference				-	420
Sex Crimes training				-	295
Computer Forensic training				-	1,500
Death and Homicide training				-	295
Misc available training				-	1,000
Terrorism Liaison conference				-	300
On-line training				-	400
Law Enforcement Records Mgt Assoc seminar				-	50
Property and Evidence seminar				300	325
Powerphone training				4,160	800
CPR class (2)				40	40
First Line Supervisor conference				410	-
AZ NAFTO State (3)				297	387
APCO Western Regional Conference (2)				-	600
Communications training				419	-
Dispatch Academy (2)				-	2,400
<b>Books &amp; Subscriptions</b>	3,414	4,917	4,988	4,585	9,907
Field Training Performance Tracking System				-	2,694
Misc books for the Academy				46	-
Physicians Desk Reference (2)				120	160
IACP Net				1,225	1,225
National Public Safety Directory on-line and hard copy				149	149
Newspaper subscriptions (2)				264	264
Arizona Criminal and Traffic Law manuals (100)				2,567	2,787
Arizona Law Officers DUI manuals (2)				82	96
Police scheduling system				-	2,400
Newspaper subscription				132	132
<b>Dues &amp; Memberships</b>	5,773	4,010	3,963	3,978	3,978
Defense Logistics Agency 1033 Program				250	250
Bomb techs safety x-ray certification				42	42
International Association for Property and Evidence (2)				100	100
Arizona Association of Chiefs of Police (AACOP)				525	525
APCO International-dispatch				856	856
Dive team instructor				645	645
International Associations of Bomb Technicians (3)				150	150
International Association of Chiefs of Police (IACP)				150	150
International Association for Identification-forensic staff				160	160
National Tactical Officers Association (Group membership)				150	150
National Emergency Management Association				200	200
Rocky Mountain Information Network				250	250
Western Arizona Law Enforcement Association				500	500
<b>Meeting Expenses</b>	61	100	40	-	120
MAGNET and other meetings.				-	120
<b>TOTAL CATEGORY</b>	<b>1,527,400</b>	<b>1,453,305</b>	<b>793,531</b>	<b>894,173</b>	<b>892,555</b>



# GENERAL FUND

## PUBLIC SAFETY

	FY14	FY15	FY16	FY16	FY17
	Actual	Actual	Budget	Estimate	Budget
<b>Supplies</b>					
Training Supplies	-	1,102	1,000	1,000	1,000
Training and testing supplies				1,000	1,000
Office Supplies	12,432	9,062	16,900	14,950	16,900
Criminal Investigations Office supplies				1,500	1,500
Transcription supplies				-	300
Emergency Services Office supplies				2,000	2,000
Staff Services Office supplies				6,600	6,600
Patrol Office supplies				2,350	2,350
Water/nourishment for prolonged incidents				-	300
Admin Office supplies				1,000	1,900
Forensic, fingerprinting, laboratory chemicals, supplies, etc				1,500	1,500
Computer forensic supplies				-	450
Awards	2,240	3,121	2,950	2,565	3,150
Police Auxiliary Awards Banquet				658	700
Promotional and Swearing in Ceremonies, Police Department's Annual Awards Ceremony				1,907	2,450
Specialty Supplies	14,912	16,581	132,490	16,660	122,152
I-Phone cases and accessories (add 34 more phones)				1,939	1,614
Ethanol for the intoxilizer				150	-
Road flares and led flashers				1,000	1,000
Building supplies and locks				-	250
Evidence collection supplies				2,308	1,600
Flashlight parts, evidence, booking, and tactical supplies				4,950	4,950
Protective equip-gloves, masks, etc.				3,500	3,500
Community events-PACT, fire safety fair, natl night out				926	1,782
Waterway unit-buoy maintenance and boating supplies				1,000	1,000
RICO Training gear bags (4)				-	603
Field drug test kits				360	360
Evidence storage supplies				222	222
Gloves and misc specialty supplies				305	178
RICO Replacement filters for gas masks (43)				-	2,250
Police portable radio batteries, chargers and accessories				-	2,843
Budgeted for potential grants				-	100,000
Computer Software	3,091	29,586	3,000	2,999	1,199
Cellular telephone forensic investigation software (licensing fee)				2,999	1,199
Firearms	46,631	29,876	56,971	70,022	41,900
Range supplies and repairs				1,200	1,200
Demolition/explosive supplies and equipment				1,200	1,200
Ammunition-duty and range qualification				12,186	13,000
Ammunition-Tactical Response Unit (SWAT)				13,000	13,000
Replacement parts, magazines and maintenance items				4,332	3,500
Less lethal ammo, supplies and equipment				10,000	10,000
Taser cartridges - moved to 101.621.5000.7030				1,000	-
RICO Glock G4				27,104	-
Gasoline	214,851	164,572	203,280	132,072	170,280
66,000 Gallons @\$2.50/gal				126,792	165,000
66,000 Gallons Fuel Facility Charge @\$0.08/gal				5,280	5,280
Diesel	327	227	-	-	-
Uniforms	13,551	24,817	24,840	32,128	38,250
Reimbursement for administration uniforms damaged in the line of duty				-	250



# GENERAL FUND

## PUBLIC SAFETY

	FY14 Actual	FY15 Actual	FY16 Budget	FY16 Estimate	FY17 Budget
<b>Supplies</b>					
Reimbursement for patrol uniforms damaged in line of duty				200	800
New patrol police officers (12 @ \$2500)				29,099	30,000
New auxiliary officers (5 @ \$310)				-	1,550
New SWAT team members and replace uniforms damaged during the course of duty.				-	3,000
Uniform patches for patrol				1,172	800
Jacket and outer vest carrier for new detective				-	600
Reimbursement for detective uniforms damaged in line of duty				-	250
New detective uniforms				140	-
Forensic and non-sworn staff				-	100
Support Service uniforms				200	300
New emergency services uniforms				1,317	600
<b>TOTAL CATEGORY</b>	<b>308,035</b>	<b>278,944</b>	<b>441,431</b>	<b>272,396</b>	<b>394,831</b>
<b>Property</b>					
Computer Equipment<\$5,000	5,518	299	1,000	46	1,000
Computer parts				46	1,000
Equipment<\$5,000	74,944	48,756	69,047	47,976	62,686
Proximity card printing system				3,852	-
Training room tables				-	1,620
Document scanner				588	-
EOC tables				420	-
Surveillance system for Police parking lot				-	3,000
Taser cartridges				800	3,850
Measuring wheels				54	-
Cameras				960	-
Taser digital power magazines (DPM)				1,000	572
Dive team equipment				2,874	3,000
Animal Care equipment				200	-
Taser new model units (8)				8,685	7,679
General fund-portion of bullet proof vests				2,422	8,750
SWAT equipment				3,000	3,000
Pepper spray				294	-
Dynamic Speed Enforcement Message Sign (3)				-	9,000
RICO Batteries and parts for radio system				8,566	-
RICO Replace SWAT Ballistic Shield				-	4,500
Replace audio and video equipment police lobby				652	-
Document scanners high speed for records personnel				2,352	-
Document time stamp				-	775
Chair floor pads (6)				-	360
Replace bar code scanner and printer property and evidence				399	-
Replacement of headset accessories				318	1,500
Replace proximity sensors/peripherals for keycard system				1,500	1,500
BPV Grant - Portion of bulletproof vests				3,400	9,440
GOHS grant - Radar Units				4,140	4,140
GOHS grant - DUI Enforcement				1,500	-
<b>TOTAL CATEGORY</b>	<b>80,462</b>	<b>49,055</b>	<b>70,047</b>	<b>48,022</b>	<b>63,686</b>



# GENERAL FUND

## PUBLIC SAFETY

	FY14 Actual	FY15 Actual	FY16 Budget	FY16 Estimate	FY17 Budget
<b>Contingency</b>					
Contingency	-	-	-	-	75,976
To be used for RICO purposes					75,976
<b>TOTAL CATEGORY</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>75,976</b>
<b>Capital Outlay</b>					
Machinery & Equipment	47,091	-	1,515,959	1,500,000	146,578
Small mobile fingerprint ID units for field use				-	5,682
Replace Livescan booking workstation				-	34,976
Replace MorphoBIS AFIS workstation				-	90,000
Police radio system upgrade				1,500,000	-
GOHS grant - In Car Video System				-	15,920
Vehicles	165,569	-	315,794	300,325	150,736
PD Patrol vehicles (3)				-	150,736
Fund balance-PD transport vans (2)				58,610	-
Fund balance-PD vehicles (2)				99,568	-
Fund balance-PD boats (2)				142,147	-
Computer Related Equipment	-	-	-	-	-
<b>TOTAL CATEGORY</b>	<b>212,660</b>	<b>-</b>	<b>1,831,753</b>	<b>1,800,325</b>	<b>297,314</b>
<b>TOTAL</b>	<b>12,128,231</b>	<b>11,947,576</b>	<b>13,697,949</b>	<b>13,517,973</b>	<b>12,495,274</b>





# GENERAL FUND

## ANIMAL CARE AND WELFARE

	FY14 Actual	FY15 Actual	FY16 Budget	FY16 Estimate	FY17 Budget
<b>Expenditures by Classification</b>					
Personnel Costs	\$ 436,647	\$ 444,799	\$ 466,480	\$ 433,954	\$ 436,714
Services and Other Charges	97,831	105,445	129,520	116,311	133,121
Supplies	13,621	20,784	31,216	30,675	36,324
Property	-	92	400	-	6,612
Capital Outlay	-	-	-	10,000	-
<b>Subtotal</b>	<b>\$ 548,099</b>	<b>\$ 571,120</b>	<b>\$ 627,616</b>	<b>\$ 590,940</b>	<b>\$ 612,771</b>
Cost Recovery	(1,245)	(751)	-	(750)	-
<b>General Fund Total</b>	<b>\$ 546,854</b>	<b>\$ 570,369</b>	<b>\$ 627,616</b>	<b>\$ 590,190</b>	<b>\$ 612,771</b>
<b>Expenditures by Activity</b>					
Animal Care and Welfare	\$ 548,099	\$ 571,120	\$ 627,616	\$ 590,940	\$ 612,771
<b>Total</b>	<b>\$ 548,099</b>	<b>\$ 571,120</b>	<b>\$ 627,616</b>	<b>\$ 590,940</b>	<b>\$ 612,771</b>
<b>Staffing</b>					
Support Services Division Manager	0.00	0.00	0.00	0.00	0.50
Animal Welfare Operations Manager	1.00	1.00	1.00	1.00	0.00
Animal Welfare Officer	4.00	4.00	3.00	3.00	3.00
Animal Welfare Technician	2.50	2.50	2.50	2.50	2.50
Senior Animal Welfare Officer	0.00	0.00	1.00	1.00	1.00
<b>Animal Care and Welfare</b>	<b>7.50</b>	<b>7.50</b>	<b>7.50</b>	<b>7.50</b>	<b>7.00</b>



# GENERAL FUND

## ANIMAL CARE AND WELFARE

	FY14 Actual	FY14 Actual	FY16 Budget	FY16 Estimate	FY17 Budget
<b>Personnel Costs</b>					
Regular Full-Time	243,675	254,954	267,324	242,659	249,988
Other Wages	-	3,144	40,192	26,854	40,196
Stand By Wages	16,245	16,241	15,166	16,930	15,166
Overtime	41,050	28,894	10,000	25,460	10,000
Accrued Leave Paid	6,709	11,142	1,142	772	-
Health Insurance	79,675	82,320	80,640	73,920	74,880
Social Security	-	577	2,492	2,028	2,492
Medicare	4,309	4,402	4,840	4,444	4,572
ICMA Retirement	27,845	27,615	26,470	26,155	24,901
Workers Compensation	8,739	7,710	8,614	8,062	5,519
Employee Allowance	8,400	7,800	9,600	6,670	9,000
<b>TOTAL CATEGORY</b>	<b>436,647</b>	<b>444,799</b>	<b>466,480</b>	<b>433,954</b>	<b>436,714</b>
<b>Services And Other Charges</b>					
Veterinarian Services	33,377	46,444	57,200	55,847	58,000
Services for sick or injured animals				1,217	6,000
Services for spay/neuter, rabies clinic; and national spay day				54,630	52,000
Other Professional Services	6,564	5,999	6,000	4,725	6,000
Disposal of deceased animals				4,725	6,000
Permitting & Misc. Fees	-	731	-	281	300
Annual Mohave County Public Health permit				281	300
Building Repairs	28,392	16	-	1,336	1,110
Sign and lobby repairs				1,336	-
Flooring repairs (north hallway/food storage room)				-	300
Shelter bathroom sink				-	310
Exterior and Interior paint				-	500
General Equipment Repairs	227	175	1,500	809	1,500
Pressure washer maintenance and repairs				736	500
Locksmith services to replace the safe lock				73	-
Washer and dryer repair				-	500
Air conditioners and freezer repairs				-	500
Vehicle Repairs & Service	-	16,000	15,000	15,000	13,250
Fleet Rental Charges				15,000	13,250
Property & Risk Insurance	18,691	21,414	22,221	22,221	22,399
Custom Printing	-	-	1,840	1,136	2,200
Custom printed forms				1,136	2,200
Per Diem	-	-	476	476	780
Research & development (AC&W Manager)				-	390
Animal Care & Welfare training (2) 5days				476	390
Lodging	-	-	550	1,313	2,200
Research & development (AC&W Manager)				-	1,100
Animal Care & Welfare training (2) 5days				1,313	1,100
Transportation	-	-	533	533	1,082
Research & development (AC&W Manager)				-	541
Animal Care & Welfare training (2) 5days				533	541



# GENERAL FUND

## ANIMAL CARE AND WELFARE

	FY14 Actual	FY14 Actual	FY16 Budget	FY16 Estimate	FY17 Budget
<b>Services And Other Charges</b>					
Seminars & Conferences	-	-	1,100	1,050	1,200
Animal Care & Welfare training (2) 5days				1,050	1,200
Pet Of The Week Program	70	70	2,400	2,400	2,400
Spay/neutering for 1 animal weekly, funded by donations				2,400	2,400
Animal Donation Program	8,110	10,686	16,500	6,064	16,500
New kennel deck over existing concrete floor				1,756	-
Animal toys				-	1,500
Educational materials				140	3,000
Update surveillance cameras and equipment				-	5,000
Petsmart adoption program-veterinarian services				3,400	7,000
Turf and photo background				148	-
Lettering on the building				620	-
Helping Paws Program	2,400	3,910	4,200	3,120	4,200
Funds low cost spay/neutering services for low income residents				3,120	4,200
<b>TOTAL CATEGORY</b>	<b>97,831</b>	<b>105,445</b>	<b>129,520</b>	<b>116,311</b>	<b>133,121</b>
<b>Supplies</b>					
Office Supplies	122	178	300	664	600
General office supplies				664	600
Specialty Supplies	12,617	12,239	13,500	20,518	22,354
Sanitizers, vaccinations, euthanasia supplies, etc,				20,518	22,354
Gasoline	-	7,096	16,016	7,732	10,320
4,000 Gallons @\$2.50/gal				7,412	10,000
4,000 Gallons Fuel Facility Charge @\$.08/gal				320	320
Uniforms	882	1,271	1,400	1,761	3,050
Reimbursement of uniforms damaged in the line of duty				-	250
New employee uniforms (2)				1,761	2,800
<b>TOTAL CATEGORY</b>	<b>13,621</b>	<b>20,784</b>	<b>31,216</b>	<b>30,675</b>	<b>36,324</b>
<b>Property</b>					
Equipment<\$5,000	-	92	400	-	6,612
New commercial washer and dryer				-	1,200
New table and chairs for front lobby and break room				-	500
New portable pressure washer				-	2,600
Animal scale - digital				-	400
Katch poles (8)				-	664
Top end carriers (7)				-	308
Infrared thermometers (4)				-	100
Snake tongs (4)				-	320
Nye Tourniquets (10)				-	200
Universal Microchip scanner				-	320
<b>TOTAL CATEGORY</b>	<b>-</b>	<b>92</b>	<b>400</b>	<b>-</b>	<b>6,612</b>
<b>Capital Outlay</b>					
Machinery & Equipment	-	-	-	10,000	-
Replace swamp cooler in Kennel				10,000	
<b>TOTAL CATEGORY</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>10,000</b>	<b>-</b>
<b>TOTAL</b>	<b>548,099</b>	<b>571,120</b>	<b>627,616</b>	<b>590,940</b>	<b>612,771</b>



# GENERAL FUND

## GENERAL GOVERNMENT

	FY14 Actual	FY15 Actual	FY16 Budget	FY16 Estimate	FY17 Budget
<b>Expenditures by Classification</b>					
Personnel Costs	\$ 1,189,920	\$ 1,260,433	\$ 1,306,860	\$ 1,276,289	\$ 1,490,573
Services and Other Charges	1,314,697	1,477,083	1,829,192	1,809,115	1,922,581
Supplies	162,945	173,360	158,821	155,090	215,623
Property	169,206	126,664	140,950	141,913	54,450
Capital Outlay	82,345	147,164	310,000	313,000	217,000
Contingency	-	-	-	-	5,600
<b>General Fund Total</b>	<b>\$ 2,919,113</b>	<b>\$ 3,184,704</b>	<b>\$ 3,745,823</b>	<b>\$ 3,695,407</b>	<b>\$ 3,905,827</b>
<b>Expenditures by Activity</b>					
Technology Services	596,294	856,996	1,238,629	1,248,251	1,140,898
Planning and Zoning	178,396	174,026	185,112	189,748	199,316
Building Safety	327,152	335,173	341,642	336,575	413,637
Code Enforcement	342,697	445,258	449,869	441,589	405,862
Laughlin Retreat	-	-	-	18,200	61,000
Facilities Management	720,968	713,779	780,959	761,611	831,918
Senior Transportation	45,208	-	-	-	-
Human Services	-	-	18,670	18,720	21,740
Non-Departmental	708,398	659,472	730,942	680,713	831,456
<b>Total</b>	<b>\$ 2,919,113</b>	<b>\$ 3,184,704</b>	<b>\$ 3,745,823</b>	<b>\$ 3,695,407</b>	<b>\$ 3,905,827</b>



# 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 2015-2016 Highlights

- ✓ Added Open DND servers which help to protect the network by using cloud-based DNS services which disallow entry to known malicious sites
- ✓ Configured load balancing across our internet circuits increasing redundancy and reducing down time
- ✓ Upgraded the City's Domain Controllers from Windows Server 2008 to a Windows Server 2012 environment
- ✓ Complete the rollout of thirty-four new PCs in the fiscal year
- ✓ Completed the upgrade, installation and deployment of three firewalls
- ✓ Configured and deployed a Network Drive Array for file servers
- ✓ Implemented the rollout of a new E-suite server to serve the needs of the City
- ✓ Removed old, outdated Exchange Mail DAG server and replaced with a new virtual system
- ✓ Increased bandwidth and implemented a fiber optic backbone to 911 Center
- ✓ Deployed new backup and recovery software for workstations and servers
- ✓ 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 Regatta



# GENERAL FUND

## GENERAL GOVERNMENT

Technology Services

### FY 2016-2017 Objectives

- ✓ Security: Both the goal and the responsibility of the Technology Services Division is 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

<b>MEASURES</b>	<b>FY15 Actual</b>	<b>FY16 Estimate</b>	<b>FY17 Budget</b>
Obsolete PC's replaced	34	72	31
PBX phone system uptime	99%	99%	99%
Server uptime	99%	99%	99%
Internet uptime	99%	99%	99%
Obsolete servers replaced	5	4	6
Lost data (KB)	0	0	0
Recordable Safety Incidents	0	0	0



# GENERAL FUND

## GENERAL GOVERNMENT

### Technology Services

	FY14 Actual	FY15 Actual	FY16 Budget	FY16 Estimate	FY17 Budget
<b>Expenditures by Classification</b>					
Personnel Costs	\$ 210,492	\$ 353,936	\$ 397,533	\$ 370,763	\$ 433,747
Services and Other Charges	271,769	386,740	515,116	544,037	558,529
Supplies	593	15,252	27,926	27,382	30,940
Property	170,061	92,191	135,400	138,717	45,100
Capital Outlay	49,901	120,316	286,000	286,000	202,000
<b>Subtotal</b>	<b>\$ 702,816</b>	<b>\$ 968,435</b>	<b>\$ 1,361,975</b>	<b>\$ 1,366,899</b>	<b>\$ 1,270,316</b>
Cost Recovery	(106,522)	(111,439)	(123,346)	(118,648)	(129,418)
<b>Total General Fund</b>	<b>\$ 596,294</b>	<b>\$ 856,996</b>	<b>\$ 1,238,629</b>	<b>\$ 1,248,251</b>	<b>\$ 1,140,898</b>
<b>Expenditures by Activity</b>					
Data Processing	\$702,816	\$968,435	\$1,361,975	\$1,366,899	\$1,270,316
<b>Total</b>	<b>\$702,816</b>	<b>\$968,435</b>	<b>\$1,361,975</b>	<b>\$1,366,899</b>	<b>\$1,270,316</b>
<b>Staffing</b>					
Technology Services Manager	1.00	1.00	1.00	1.00	1.00
Network Administrator	0.00	0.00	1.00	0.00	1.00
PD Communication Coordinator	0.00	1.00	0.00	1.00	0.00
Technology Services Coordinator	2.00	2.00	2.00	2.00	2.00
<b>Total</b>	<b>3.00</b>	<b>4.00</b>	<b>4.00</b>	<b>4.00</b>	<b>4.00</b>



# GENERAL FUND

## GENERAL GOVERNMENT

### Technology Services

	FY14 Actual	FY15 Actual	FY16 Budget	FY16 Estimate	FY17 Budget
<b>Personnel Costs</b>					
Regular Full-Time	159,199	253,290	315,106	293,532	348,320
Accrued Leave Paid	-	33,875	2,028	2,027	2,079
Health Insurance	34,056	35,280	46,080	43,200	46,080
Medicare	2,294	4,127	4,598	4,271	5,080
ICMA Retirement	14,473	26,009	28,517	26,748	31,523
Workers Compensation	470	755	1,204	985	665
Employee Allowance	-	600	-	-	-
<b>TOTAL CATEGORY</b>	<b>210,492</b>	<b>353,936</b>	<b>397,533</b>	<b>370,763</b>	<b>433,747</b>
<b>Services and Other Charges</b>					
Other Professional Services	-	-	-	-	24,000
Network cabling Administration to Police Department					24,000
Other Technical Services	3,000	11,280	17,400	11,985	7,400
ERP migration 2008 to 2012				3,775	-
ERP Software upgrades				2,400	2,400
PD - Public safety software upgrade				5,810	5,000
Permittine and Misc Fees	-	330	-	-	-
Contract Labor	70,390	65,115	60,000	72,156	55,000
Contract staff for projects, programming and maintenance.				72,156	55,000
Other Contracted Services	23,922	35,911	7,608	35,460	3,008
Internet video streaming/video archiving				2,700	2,900
Digital file storage \$9/month				108	108
Special Assessment conversion and training				4,800	-
Staffing Services				27,852	-
General Equipment Repairs	-	-	1,000	-	1,000
Printer repairs					1,000
Vehicle Repairs and Service	-	3,000	3,000	3,000	2,000
Fleet Rental Charges				3,000	2,000
Software/Hardware Agreement	131,232	197,542	300,240	293,633	330,332
Annual antivirus software				4,500	5,300
Annual firewall remote sites				1,700	1,732
Annual Subscription content filtering				2,800	2,800
Annual support code enforcement software				9,600	9,600
Annual support legal search software				690	700
Annual support voice permits (IVR)				6,725	7,000
Budget software				2,500	2,500
Bullheadcity.gov dns services				276	276
Cass and Pave Software (Mailing Bills)				5,985	6,285
Check Processing Equipment				12,047	12,288
City ERP annual support contract				56,712	59,685
Disaster recovery software annual support				1,860	2,000
Disk Imaging software annual contract				2,000	2,550
Domain name renewal .gov				162	162
Email archiver				3,800	4,000





# GENERAL FUND

## GENERAL GOVERNMENT

### Technology Services

	FY14 Actual	FY15 Actual	FY16 Budget	FY16 Estimate	FY17 Budget
<b>Services and Other Charges</b>					
Encoder web streaming support				1,800	1,800
Handheld tablet management				2,500	5,500
License for Fillable PDF Documents				2,475	5,000
Mail exchange annual support				1,270	3,000
Malware protection				3,800	4,250
Mohave county parcel updates				165	165
Network file backup support				8,700	8,700
Network monitoring software				8,400	8,400
PD- Active Directory				-	3,500
PD- backup software support				8,700	11,300
PD-Annual firewall support				5,305	5,305
PD-anti virus				2,000	2,000
PD-bare metal server annual support contract				2,000	4,000
PDF viewer				-	3,000
PD-Radio and telephone recording				3,216	4,250
PD-radio ip software agreement				11,700	11,700
PD-Record management system				43,575	45,250
PD-remote access software				2,550	2,550
PD-ups contract				9,554	9,554
PD-vmware 6				14,328	19,000
Remote access for 20 subscribers				2,150	2,350
Sendgrid mail delivery for exchange				1,400	2,400
Spam filter annual subscription				2,500	2,800
Swich gear annual support				13,730	12,000
Transparency software agreement				5,700	8,550
Warranty coverage for file servers				16,958	18,000
Warranty parts direct certifications				-	1,000
Website internet video live streaming				1,200	1,200
Website subscription services				6,600	6,930
Property and Risk Insurance	12,179	16,031	16,363	16,363	16,494
Wifi Service	23,543	38,852	67,200	71,164	76,376
Administration Network Access				35,264	35,264
PD Network Access				29,000	34,212
Public WIFI Service				6,000	6,000
Suddenlink CC WIFI				900	900
Cellular Service	5,649	14,235	27,077	27,077	27,082
PD air card (30)				14,833	14,833
Portable tablets (26)				10,899	10,899
Smartphones (2)				1,345	1,350
Per Diem	56	200	1,234	510	680
ERP Annual Conference				204	204
Interop Conference				-	170
PD-Virtual Machine Training				170	170
Server 2016 Training				136	136
Lodging	652	1,322	3,200	3,030	3,780



# GENERAL FUND

## GENERAL GOVERNMENT

### Technology Services

	FY14 Actual	FY15 Actual	FY16 Budget	FY16 Estimate	FY17 Budget
<b>Services and Other Charges</b>					
ERP Annual Conference				1,380	1,380
Interop Conference				-	750
PD-Virtual Machine Training				1,050	1,050
Server 2016 Training				600	600
Transportation	526	1,372	2,000	1,105	810
ERP Annual Conference				700	180
Interop Conference				-	225
PD-Virtual Machine Training				225	225
Server 2016 Training				180	180
Seminars and Conferences	620	1,550	8,194	7,954	7,954
ERP Annual Conference				1,860	1,860
PD-virtual machine training				3,500	3,500
Server 2016 training				2,594	2,594
Books and Subscriptions	-	-	-	-	2,013
Annual Grants Management Subscription				-	2,013
Dues and Memberships	-	-	600	600	600
Bicsi membership				600	600
<b>TOTAL CATEGORY</b>	<b>271,769</b>	<b>386,740</b>	<b>515,116</b>	<b>544,037</b>	<b>558,529</b>
<b>Supplies</b>					
Office Supplies	-	649	370	642	700
Office Supplies				642	700
Specialty Supplies	-	7,081	-	-	-
Computer Software	593	6,853	26,324	26,324	29,524
Microsoft server 2016				-	12,000
Network management software				4,500	-
PBX phone system software				1,800	-
PD-active directory software				5,000	5,000
PD-network topology mapper				-	4,500
PD-PDF Editor				3,024	3,024
Sequel Server 2014				12,000	-
Threat Security Software				-	5,000
Gasoline	-	505	1,232	416	516
200 Gallons @\$2.50/gal				400	500
200 Gallons Fuel Facility Charge @\$.08/gal				16	16
Uniforms	-	164	-	-	200
Staff Shirts				-	200
<b>TOTAL CATEGORY</b>	<b>593</b>	<b>15,252</b>	<b>27,926</b>	<b>27,382</b>	<b>30,940</b>
<b>Property</b>					
Computer Equipment <\$5,000	170,061	89,382	130,700	134,017	25,100
Computer replacement lease				65,805	-
Fund balance - pd monitors				16,800	-
Fund balance - pd laptops				25,000	-



# GENERAL FUND

## GENERAL GOVERNMENT

### Technology Services

	FY14 Actual	FY15 Actual	FY16 Budget	FY16 Estimate	FY17 Budget
<b>Property</b>					
Fund balance - pd tablets				4,512	-
Network cables				2,200	2,200
PD-computer equipment				7,800	7,800
Public Works-replace specialized computer supplies				-	3,000
Replace GIS desktop with laptop				1,400	-
Replace laptop city attorney				-	1,600
Replacement desktop monitors				6,000	6,000
Replacement PC parts				4,500	4,500
Telecomm Equipment<\$5,000	-	-	4,700	4,700	20,000
PBX line cards				4,700	4,700
PBX processor and firmware				-	6,000
Replace phones				-	9,300
Equipment<\$5,000	-	2,809	-	-	-
<b>TOTAL CATEGORY</b>	<b>170,061</b>	<b>92,191</b>	<b>135,400</b>	<b>138,717</b>	<b>45,100</b>
<b>Capital Outlay</b>					
Computer Related Equipment	49,901	120,316	286,000	286,000	202,000
Add data storage to Police Department Network				-	32,000
Fund Balance - PD In-Car Mobile Computers and Server				162,000	-
Fund Balance - PD Storage Area Network				34,000	-
Fund Balance - Replace Network Switches				90,000	-
Replace document storage server				-	30,000
Replace network switches				-	90,000
Replace PD Radio links				-	50,000
<b>TOTAL CATEGORY</b>	<b>49,901</b>	<b>120,316</b>	<b>286,000</b>	<b>286,000</b>	<b>202,000</b>
<b>TOTAL</b>	<b>702,816</b>	<b>968,435</b>	<b>1,361,975</b>	<b>1,366,899</b>	<b>1,270,316</b>



# GENERAL FUND

## GENERAL GOVERNMENT

### Planning and Zoning

**Mission:** Assist citizens and 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 and decision making processes and 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 2015-2016 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

### FY 2016-2017 Objectives

- ✓ Assist with developing and implementing Section 12 Land Use Plan
- ✓ Continue to support the local community by providing excellent customer service
- ✓ Actively administer and implement the 2016 General Plan update

### Performance Indicators

MEASURE	FY15 Actual	FY16 Estimate	FY17 Budget
Planning & Zoning Inspections	256	228	250
Planning & Zoning Items Processed	98	182	190
Planning & Zoning Permits Issued	287	234	200



# GENERAL FUND

## GENERAL GOVERNMENT

### Planning and Zoning

	FY14 Actual	FY15 Actual	FY16 Budget	FY16 Estimate	FY17 Budget
<b>Expenditures by Classification</b>					
Personnel Costs	\$ 167,884	\$ 165,547	\$ 174,775	\$ 176,323	\$ 185,488
Services and Other Charges	9,593	8,433	9,387	13,365	12,878
Supplies	947	822	950	900	950
Property	330	-	-	-	-
<b>Subtotal</b>	<b>\$ 178,754</b>	<b>\$ 174,802</b>	<b>\$ 185,112</b>	<b>\$ 190,588</b>	<b>\$ 199,316</b>
Cost Recovery	(358)	(776)	-	(840)	-
<b>General Fund Total</b>	<b>\$ 178,396</b>	<b>\$ 174,026</b>	<b>\$ 185,112</b>	<b>\$ 189,748</b>	<b>\$ 199,316</b>
<b>Expenditures by Activity</b>					
Planning & zoning	\$ 178,754	\$ 174,802	\$ 185,112	\$ 190,588	\$ 199,316
<b>Total</b>	<b>\$ 178,754</b>	<b>\$ 174,802</b>	<b>\$ 185,112</b>	<b>\$ 190,588</b>	<b>\$ 199,316</b>
<b>Staffing</b>					
Planning Manager	0.00	1.00	1.00	1.00	1.00
Senior Planner	1.00	0.00	0.00	0.00	0.00
Planner	1.00	0.00	0.00	0.00	0.00
Planning Specialist	0.00	1.00	1.00	1.00	1.00
Office Assistant II	1.00	1.00	1.00	1.00	1.00
<b>Planning &amp; Zoning</b>	<b>3.00</b>	<b>3.00</b>	<b>3.00</b>	<b>3.00</b>	<b>3.00</b>



# GENERAL FUND

## GENERAL GOVERNMENT

### Planning and Zoning

	FY14 Actual	FY15 Actual	FY16 Budget	FY16 Estimate	FY17 Budget
<b>Personnel Costs</b>					
Regular Full-Time	118,674	115,717	125,070	128,032	135,318
Other Wages	637	-	-	-	-
Overtime	206	636	-	874	-
Health Insurance	34,146	35,280	34,560	31,680	34,560
Social Security	44	-	-	-	-
Medicare	1,532	1,632	1,814	1,848	1,962
ICMA Retirement	10,752	10,530	11,319	11,666	12,246
Workers Compensation	1,893	1,752	2,012	2,223	1,402
<b>TOTAL CATEGORY</b>	<b>167,884</b>	<b>165,547</b>	<b>174,775</b>	<b>176,323</b>	<b>185,488</b>
<b>Services and Other Charges</b>					
Business Meals	272	-	-	-	200
General Plan Update meals				-	200
Other Professional Services	939	-	-		800
General Plan Update				-	800
Property and Risk Insurance	6,946	7,155	7,409	7,409	7,468
Custom Printing	162	198	315	315	315
Business cards, letterhead and envelopes				315	315
Per Diem	49	34	102	398	204
National Planning Conference				296	-
State Planning Conference				102	204
Lodging	466	44	500	1,282	800
National Planning Conference				918	-
State Planning Conference				364	800
Transportation	242	175	222	272	222
National Planning Conference				245	-
State Planning Conference				27	222
Seminars and Conferences	325	400	325	3,245	2,167
AICP Training				-	1,397
National Planning Conference				2,860	-
State Planning Conference				385	770
Books and Subscriptions	-	153	100	-	200
AICP Training Books				-	100
Manual updates as needed				-	100
Dues and Memberships	192	274	414	444	502
American Planning Association dues x2				360	410
Arizona Planning Association dues x2				84	92
<b>TOTAL CATEGORY</b>	<b>9,593</b>	<b>8,433</b>	<b>9,387</b>	<b>13,365</b>	<b>12,878</b>
<b>Supplies</b>					
Office Supplies	947	822	950	900	950
Folders, pens, labels, etc.				900	950
<b>TOTAL CATEGORY</b>	<b>947</b>	<b>822</b>	<b>950</b>	<b>900</b>	<b>950</b>



# GENERAL FUND

## GENERAL GOVERNMENT

### Planning and Zoning

	FY14 Actual	FY15 Actual	FY16 Budget	FY16 Estimate	FY17 Budget
<b>Property</b>					
Computer Equipment<\$5,000	252	-	-	-	-
Equipment<\$5,000	78	-	-	-	-
<b>TOTAL CATEGORY</b>	<b>330</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>
<b>TOTAL</b>	<b>178,754</b>	<b>174,802</b>	<b>185,112</b>	<b>190,588</b>	<b>199,316</b>



# 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 Safety 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 Division includes the Building Official, Senior Plans Examiner, Plans Examiner and Senior Building Inspector.

### FY 2015-2016 Highlights

- ✓ Actively administered the International Construction Codes as adopted

### FY 2016-2017 Objectives

- ✓ Continue to support the local community by providing excellent customer service
- ✓ Staff to obtain additional ICC Certifications

### Performance Indicators

<u>MEASURE</u>	<u>FY15 Actual</u>	<u>FY16 Estimate</u>	<u>FY17 Budget</u>
Building Inspections	8,815	10,046	11,050
Code Enforcement Notices Sent	1,480	1,506	1,660





# GENERAL FUND

## GENERAL GOVERNMENT

### Building Safety

	FY14 Actual	FY15 Actual	FY16 Budget	FY16 Estimate	FY17 Budget
<b>Expenditures by Classification</b>					
Personnel Costs	\$ 304,120	\$ 313,188	\$ 310,526	\$ 309,272	\$ 379,136
Services and Other Charges	18,519	18,424	24,358	22,833	27,902
Supplies	5,209	4,177	6,458	5,120	6,299
Property	-	-	300	-	300
<b>Subtotal</b>	<b>\$ 327,848</b>	<b>\$ 335,789</b>	<b>\$ 341,642</b>	<b>\$ 337,225</b>	<b>\$ 413,637</b>
Cost Recovery	(696)	(616)	-	(650)	-
<b>General Fund Total</b>	<b>\$ 327,152</b>	<b>\$ 335,173</b>	<b>\$ 341,642</b>	<b>\$ 336,575</b>	<b>\$ 413,637</b>
<b>Expenditures by Activity</b>					
Building Safety	327,848	335,789	341,642	337,225	413,637
<b>Total</b>	<b>\$ 327,848</b>	<b>\$ 335,789</b>	<b>\$ 341,642</b>	<b>\$ 337,225</b>	<b>\$ 413,637</b>
<b>Staffing</b>					
Building Official	1.00	1.00	1.00	1.00	1.00
Building Inspector I	1.00	0.00	0.00	0.00	0.00
Senior Building Inspector	0.00	1.00	1.00	1.00	1.00
Senior Plans Examiner	1.00	1.00	1.00	1.00	1.00
Plans Examiner	1.00	1.00	1.00	1.00	1.00
Office Assistant II	0.00	0.00	0.00	0.00	1.00
<b>Building Safety</b>	<b>4.00</b>	<b>4.00</b>	<b>4.00</b>	<b>4.00</b>	<b>5.00</b>



# GENERAL FUND

## GENERAL GOVERNMENT

### Building Safety

	FY14 Actual	FY15 Actual	FY16 Budget	FY16 Estimate	FY17 Budget
<b>Personnel Costs</b>					
Regular Full-Time	232,577	239,652	237,235	238,742	289,127
Other Wages	-	-	-	-	-
Overtime	515	548	-	571	-
Accrued Leave Paid	-	-	2,423	2,423	2,447
Health Insurance	43,827	45,276	43,200	39,600	54,720
Social Security	-	-	-	8	-
Medicare	3,285	3,404	3,475	3,426	4,228
ICMA Retirement	21,095	21,745	21,470	21,798	26,166
Workers Compensation	2,821	2,563	2,723	2,704	2,448
<b>TOTAL CATEGORY</b>	<b>304,120</b>	<b>313,188</b>	<b>310,526</b>	<b>309,272</b>	<b>379,136</b>
<b>Services and Other Charges</b>					
Business Meals	43	58	60	60	60
AZBO City-hosted meetings				60	60
Other Contracted Services	-	-	1,000	-	1,000
Contracted plan review				-	500
Mohave County inspector contract				-	500
Vehicle Repairs and Service	4,000	4,000	4,000	4,000	4,000
Fleet Rental Charges				4,000	4,000
Property and Risk Insurance	10,338	10,349	10,674	10,674	10,759
Cellular Service	312	10	-	-	840
Cellphones x2				-	840
Custom Printing	643	420	600	575	600
Business cards, correction notices and envelopes				575	600
Per Diem	201	409	445	445	577
AZBO Building Officials Board Meeting - Payson				136	136
CEU Required Education Certifications x4				276	408
New Certifications x3				33	33
Lodging	378	1,054	840	840	1,200
AZBO Building Officials Board Meeting - Payson				240	300
CEU Required Educations Certifications x4				600	900
Transportation	-	486	2,400	2,400	1,900
AZBO Building Officials Board Meeting - Payson				300	400
CEU Required Education Certifications x4				1,200	1,200
New Certifications x3				900	300
Other Travel Expenses	71	-	-	-	-
Seminars and Conferences	1,639	1,200	2,657	2,657	2,657
AZBO Building Officials Board Meeting - Payson				50	50
CEU Required Education Certifications x4				2,400	2,400



# GENERAL FUND

## GENERAL GOVERNMENT

### Building Safety

	FY14 Actual	FY15 Actual	FY16 Budget	FY16 Estimate	FY17 Budget
<b>Services and Other Charges</b>					
New Certification On-line Study Courses x3				207	207
Books and Subscriptions	452	-	500	-	3,000
Code Manuals				-	3,000
Dues and Memberships	442	438	1,182	1,182	1,309
AZBO Grand Canyon Membership - Building Official				150	150
AZBO Grand Canyon Membership x3				27	27
ICC Division Membership				125	135
ICC Membership x4				200	220
New Certifications & Test Fees x3				567	597
Renewal Certifications & Test Fees x2				113	180
<b>TOTAL CATEGORY</b>	<b>18,519</b>	<b>18,424</b>	<b>24,358</b>	<b>22,833</b>	<b>27,902</b>
<b>Supplies</b>					
Training Supplies	-	-	450	450	450
Books for New Certifications x3				450	450
Office Supplies	1,321	1,077	1,500	1,250	1,500
Folders, pens, labels, etc.				1,250	1,500
Gasoline	3,855	2,888	4,158	3,070	3,999
1,550 Gallons @\$2.50/gal				2,946	3,875
1,550 Gallons Fuel Facility Charge @\$.08/gal				124	124
Uniforms	33	212	350	350	350
Inspectors' shirts (5 each) x2				350	350
<b>TOTAL CATEGORY</b>	<b>5,209</b>	<b>4,177</b>	<b>6,458</b>	<b>5,120</b>	<b>6,299</b>
<b>Property</b>					
Tools	-	-	300	-	300
Measuring wheels, staple guns, etc.				-	300
<b>TOTAL CATEGORY</b>	<b>-</b>	<b>-</b>	<b>300</b>	<b>-</b>	<b>300</b>
<b>TOTAL</b>	<b><u>327,848</u></b>	<b><u>335,789</u></b>	<b><u>341,642</u></b>	<b><u>337,225</u></b>	<b><u>413,637</u></b>



# 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 includes four field inspectors and one office assistant.

### FY 2015-2016 Highlights

- ✓ Actively administered the International Construction Codes as adopted

### FY 2016-2017 Objectives

- ✓ Continue to support the local community by providing excellent customer service
- ✓ Staff to obtain additional ICC Certifications

### Performance Indicators

MEASURE	FY15 Actual	FY16 Estimate	FY17 Budget
Code Enforcement Inspections	7,421	5,948	6,500
Code Enforcement Notices Sent	2,958	2,138	2,700
Dangerous Building Abatements	66	80	110



# GENERAL FUND

## GENERAL GOVERNMENT

### Code Enforcement

	FY14 Actual	FY15 Actual	FY16 Budget	FY16 Estimate	FY17 Budget
<b>Expenditures by Classification</b>					
Personnel Costs	\$ 302,903	\$ 313,213	\$ 336,117	\$ 328,294	\$ 282,691
Services and Other Charges	107,747	219,951	211,897	213,802	209,573
Supplies	6,252	6,063	7,860	5,731	6,685
Property	-	244	250	-	250
<b>Sub Total</b>	<b>\$ 416,902</b>	<b>\$ 539,471</b>	<b>\$ 556,124</b>	<b>\$ 547,827</b>	<b>\$ 499,199</b>
Cost Recovery	(74,205)	(94,213)	(106,255)	(106,238)	(93,337)
<b>General Fund Total</b>	<b>\$ 342,697</b>	<b>\$ 445,258</b>	<b>\$ 449,869</b>	<b>\$ 441,589</b>	<b>\$ 405,862</b>
<b>Expenditures by Activity</b>					
Code Enforcement	416,902	539,471	556,124	547,827	499,199
<b>Total</b>	<b>\$ 416,902</b>	<b>\$ 539,471</b>	<b>\$ 556,124</b>	<b>\$ 547,827</b>	<b>\$ 499,199</b>
<b>Staffing</b>					
Code Enforcement Inspector	4.00	4.00	4.00	4.00	3.00
Office Assistant II	1.00	1.00	1.00	1.00	1.00
<b>Code Enforcement</b>	<b>5.00</b>	<b>5.00</b>	<b>5.00</b>	<b>5.00</b>	<b>4.00</b>



# GENERAL FUND

## GENERAL GOVERNMENT

### Code Enforcement

	FY14 Actual	FY15 Actual	FY16 Budget	FY16 Estimate	FY17 Budget
<b>Personnel Costs</b>					
Regular Full-Time	216,933	223,928	243,694	241,952	206,826
Overtime	1,066	1,487	-	1,186	-
Accrued Leave Paid	-	-	2,066	123	2,803
Health Insurance	58,738	60,564	60,480	55,440	48,960
Social Security	-	-	-	-	-
Medicare	3,058	3,177	3,574	3,473	3,039
ICMA Retirement	19,729	20,422	22,054	21,902	18,718
Workers Compensation	3,379	3,635	4,249	4,218	2,345
<b>TOTAL CATEGORY</b>	<b>302,903</b>	<b>313,213</b>	<b>336,117</b>	<b>328,294</b>	<b>282,691</b>
<b>Services and Other Charges</b>					
Property and Risk Insurance	1,362	1,368	2,300	2,300	2,300
Mohave County Recording and Lien Release fees				2,300	2,300
Other Professional Service	-	7,350	3,000	5,000	5,000
Title Reports				5,000	5,000
Enforcement Service-Nuisance	21,177	30,233	30,000	30,000	30,000
Nuisance Abatements				30,000	30,000
Enforcement Service-Building	63,966	155,476	150,000	150,000	150,000
Dangerous Building Abatements and Demolitions				150,000	150,000
Vehicle and Repair Service	10,159	10,000	10,000	10,000	6,000
Fleet Rental Charges				10,000	6,000
Property and Risk Insurance	9,299	13,877	14,311	14,311	14,425
Cellular Service	1,294	1,374	1,584	1,528	1,146
Cellphone (3)				1,528	1,146
Custom Printing	138	273	350	311	350
Business cards and envelopes				196	235
Door hangers				115	115
Seminars and Conferenœes	242	-	-	-	-
Dues and Memberships	110	-	352	352	352
American Association of Code Enforcement				75	75
Aquatic Pest Control Certification dues				242	242
Code Enforcement League of Arizona				35	35
<b>TOTAL CATEGORY</b>	<b>107,747</b>	<b>219,951</b>	<b>211,897</b>	<b>213,802</b>	<b>209,573</b>
<b>Supplies</b>					
Office Supplies	996	767	1,000	1,000	1,000
Folders, pens, pads, etc.				1,000	1,000



# GENERAL FUND

## GENERAL GOVERNMENT

### Code Enforcement

	FY14 Actual	FY15 Actual	FY16 Budget	FY16 Estimate	FY17 Budget
<b>Supplies</b>					
Gasoline	4,754	4,585	6,160	4,031	5,160
2,000 Gallons @\$2.50/gal				3,871	5,000
2,000 Gallons Fuel Facility Charge @\$.08/gal				160	160
Uniforms	502	711	700	700	525
Inspectors' shirts (5 each) x3				700	525
<b>TOTAL CATEGORY</b>	<b>6,252</b>	<b>6,063</b>	<b>7,860</b>	<b>5,731</b>	<b>6,685</b>
<b>Property</b>					
Tools	-	244	250	-	250
Measuring wheels, staple guns, etc.				-	250
<b>TOTAL CATEGORY</b>	<b>-</b>	<b>244</b>	<b>250</b>	<b>-</b>	<b>250</b>
<b>TOTAL</b>	<b>416,902</b>	<b>539,471</b>	<b>556,124</b>	<b>547,827</b>	<b>499,199</b>



# GENERAL FUND

## GENERAL GOVERNMENT

### Laughlin Retreat

	FY14 Actual	FY15 Actual	FY16 Budget	FY16 Estimate	FY17 Budget
<b>Expenditures by Classification</b>					
Personnel Costs	\$ -	\$ -	\$ -	\$ -	\$ -
Services and Other Charges	-	-	-	15,250	41,500
Supplies	-	-	-	2,950	13,900
Property	-	-	-	-	-
Contingency	-	-	-	-	5,600
<b>Total</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ 18,200</b>	<b>\$ 61,000</b>
<b>Expenditures by Activity</b>					
General Government	-	-	-	18,200	61,000
<b>Total</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ 18,200</b>	<b>\$ 61,000</b>





# GENERAL FUND

## GENERAL GOVERNMENT

### Laughlin Retreat

	FY14 Actual	FY15 Actual	FY16 Budget	FY16 Estimate	FY17 Budget
<b>Services and Other Charges</b>					
Business Meals	-	-	-	-	-
Permitting and Misc Fees	-	-	-	-	-
Other Contracted Services	-	-	-	11,500	23,000
Caretaker				10,000	20,000
Network Connectivity				500	1,000
Security System				1,000	2,000
Building Repairs	-	-	-	2,500	5,000
General repairs (stain, oil, hardware/tools)				2,500	5,000
Landscaping Materials	-	-	-	-	-
Vehicle Repairs and Service	-	-	-	1,000	8,000
Fleet Rental Charges				1,000	8,000
Other Repairs and Maintenance	-	-	-	250	500
Landscape Maintenance				250	500
Property and Risk Insurance	-	-	-	-	5,000
<b>TOTAL CATEGORY</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>15,250</b>	<b>41,500</b>
<b>Supplies</b>					
Specialty Supplies	-	-	-	1,950	11,900
Caretaker supplies				1,750	3,500
Liquid Propane				-	8,000
Fish Food				150	300
Distilled Water for Battery Maintenance				50	100
Gasoline	-	-	-	1,000	2,000
775 Gallons @2.50/gal				969	1,938
775 Gallons Fuel Facility Charge @.08/gal				31	62
<b>TOTAL CATEGORY</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>2,950</b>	<b>13,900</b>
<b>Property</b>					
Equipment <\$5,000	-	-	-	-	-
<b>TOTAL CATEGORY</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>
<b>Contingency</b>					
CONTINGENCY	-	-	-	-	5,600
Unforeseen expenditures				-	5,600
<b>TOTAL CATEGORY</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>5,600</b>
<b>TOTAL</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>18,200</b>	<b>61,000</b>



# 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 2015-2016 Highlights

- ✓ Made improvements to Animal Control Lobby
- ✓ Remodeled Prosecutor's area
- ✓ Continue to replace old A/C units on City buildings
- ✓ Managed an annual planned maintenance agreement for the chiller systems located at the central plant
- ✓ Continued repairing very old air handlers within Justice Center Complex

### FY 2016-2017 Objectives

- ✓ Pursue an annual drain clean-out for the Justice Center
- ✓ Continue to investigate and initiate energy saving projects
- ✓ Provide excellent Customer Service to all City Departments and the general public



# GENERAL FUND

## GENERAL GOVERNMENT

Facilities Management

### Performance Indicators

<b>MEASURE</b>	<b>FY15 Actual</b>	<b>FY16 Estimate</b>	<b>FY17 Budget</b>
Council Chambers Event Set-ups	43	150	150
Number of Facilities Maintained	17	18	18
Split A/C Unit Maintained	64	65	65
Square Footage Maintained	135,000	138,000	138,000
Work Order Requests	325	350	350



# GENERAL FUND

## GENERAL GOVERNMENT

### Facilities Management

	FY14 Actual	FY15 Actual	FY16 Budget	FY16 Estimate	FY17 Budget
<b>Expenditures by Classification</b>					
Personnel Costs	\$ 268,342	\$ 273,767	\$ 280,945	\$ 281,715	\$ 292,111
Services and Other Charges	371,727	346,801	430,115	413,863	424,996
Supplies	75,670	85,623	47,153	45,632	95,974
Property	3,184	10,909	5,000	3,196	8,800
Capital Outlay	11,296	5,700	24,000	27,000	15,000
<b>Sub Total</b>	<b>\$ 730,219</b>	<b>\$ 722,800</b>	<b>\$ 787,213</b>	<b>\$ 771,406</b>	<b>\$ 836,881</b>
Cost Recovery	(9,251)	(9,021)	(6,254)	(9,795)	(4,963)
<b>General Fund Total</b>	<b>\$ 720,968</b>	<b>\$ 713,779</b>	<b>\$ 780,959</b>	<b>\$ 761,611</b>	<b>\$ 831,918</b>
<b>Expenditures by Activity</b>					
Facilities Management	730,219	722,800	787,213	771,406	836,881
<b>Total</b>	<b>\$ 730,219</b>	<b>\$ 722,800</b>	<b>\$ 787,213</b>	<b>\$ 771,406</b>	<b>\$ 836,881</b>
<b>Staffing</b>					
Facilities Maintenance Foreman	1.00	1.00	1.00	1.00	1.00
Maintenance Worker II	1.00	1.00	1.00	1.00	1.00
Maintenance Worker I	3.00	3.00	3.00	3.00	3.00
<b>Facilities Management</b>	<b>5.00</b>	<b>5.00</b>	<b>5.00</b>	<b>5.00</b>	<b>5.00</b>



# GENERAL FUND

## GENERAL GOVERNMENT

### Facilities Management

	FY14 Actual	FY15 Actual	FY16 Budget	FY16 Estimate	FY17 Budget
<b>Personnel Costs</b>					
Regular Full-Time	177,443	183,046	190,007	177,602	185,942
Other Wages	-	-	-	-	17,252
Overtime	6,150	4,855	2,000	7,539	3,500
Accrued Leave Paid	-	-	1,461	14,610	746
Health Insurance	57,350	58,800	57,600	52,800	57,600
Social Security	-	-	-	-	1,069
Medicare	2,564	2,629	3,243	2,841	3,008
ICMA Retirement	16,615	17,010	17,377	18,059	17,144
Workers Compensation	8,220	7,428	9,257	8,264	5,850
<b>TOTAL CATEGORY</b>	<b>268,342</b>	<b>273,767</b>	<b>280,945</b>	<b>281,715</b>	<b>292,111</b>
<b>Services and Other Charges</b>					
Other Professional Services	-	-	-	350	9,000
Key card maintenance				-	9,000
Termite Abatement in Police Department				350	-
Other Technical Services	1,279	1,114	4,000	4,000	4,000
Elevator Maintenance				2,000	2,000
Locksmith Services				2,000	2,000
Permitting and Misc Fees	15	-	30	-	-
Other Contracted Services	3,803	14,433	7,500	7,500	8,200
Fire Alarm Monitoring				2,900	3,600
Fire Extinguisher Certification				2,300	2,300
Fire Sprinkler System Certification and Service				2,300	2,300
Water	26,252	29,408	38,304	33,528	34,675
Animal Care Bldg 2270 Trane Rd Acct 0089857				2,746	2,850
City Hall Bldg 2355 Trane Rd Acct 0271553				1,461	1,500
City Hall Bldg 2355 Trane Rd Irr Acct 0283576				1,291	1,350
Emergency Services Bldg 2500 Riverview Rd Acct 0089886				2,566	2,600
Emergency Services Bldg 2500 Riverview Rd Fire Acct 0089887				150	160
Fuel Facility 1275 Alonas Way Acct 0108459				709	800
Justice Bldg 1255 Marina Blvd #A Acct 0089859				5,163	5,300
Justice Bldg 1255 Marina Blvd #B Acct 0089861				2,137	2,300
Justice Bldg 1255 Marina Blvd Fire Acct 0089860				296	310
Justice Bldg 1255 Marina Blvd Irr Acct 0089858				10,353	10,500
Recreation Center 2047 Commercial Way Acct 0108460				193	245
Senior Center Bldg 2285 Trane Rd Acct 0089856				1,872	1,900
Suddenlink Comm Center 2380 Third Street Acct 0446671				1,403	1,500
Suddenlink Comm Center 2380 Third Street Acct 0446673				1,450	1,500
Suddenlink Comm Center 2380 Third Street Fire Acct 0446672				222	235
Suddenlink Comm Center 2390 Third Street Acct 0637626				1,300	1,400
TV 4 Bldg 937 Marina Blvd Acct 0120941				216	225
Electric	234,708	213,783	267,144	247,982	252,800
Animal Care & Welfare Bldg Acct 034				9,497	9,500
BHC Justice Center Acct 049				70,679	71,000
City Hall Bldg Acct 294				45,501	46,000



# GENERAL FUND

## GENERAL GOVERNMENT

### Facilities Management

	FY14 Actual	FY15 Actual	FY16 Budget	FY16 Estimate	FY17 Budget
<b>Services and Other Charges</b>					
Emergency Services Bldg Acct 048				19,839	20,000
Evidence Bldg Acct 179				2,490	2,500
Mechanical Bldg Acct 193				45,633	46,000
Public Works Annex Acct 211				3,146	3,200
Recreation Center Acct 183				2,700	2,800
Rotary Park First Aid Station Acct 097				1,249	1,300
Senior Center Acct 069				3,830	3,900
Suddenlink Community Center Acct 307				271	300
Suddenlink Community Center Acct 308				14,271	15,000
Suddenlink Community Center Acct 309				7,274	7,500
Suddenlink Community Center Acct 310				4,385	5,000
Suddenlink Community Center Acct 311				3,830	4,500
Suddenlink Community Center Acct 313				6,035	6,500
Suddenlink Community Center Acct 314				5,160	5,500
Suddenlink Community Center Acct 315				280	300
TV 4 Studio Acct 134				1,633	1,700
Wolf Court Radio Tower Acct 114				279	300
Natural Gas	1,236	1,593	2,347	2,250	2,400
Animal Care Bldg Acct 1006032				1,100	1,150
Suddenlink Comm Center 2410 Third Bldg St #300 Acct 0090272				750	800
Suddenlink Comm Center 2410 Third St Gym Acct 1075715				400	450
Building Repairs	11,450	12,662	33,150	33,150	33,650
Preventative Maintenance 1255 Marina				2,650	2,650
Carpentry supplies				11,000	11,000
Electrical supplies				5,000	5,500
HVAC supplies				8,000	8,000
Lock, doors, etc				2,000	2,000
Plumbing supplies				2,000	2,000
Suddenlink CC repairs				2,500	2,500
General Equipment Repairs	46,254	26,258	26,000	36,489	28,500
Air Conditioner and Chiller repairs				19,000	19,000
Alarm repairs all buildings				1,000	2,500
Appliance repairs				1,500	2,000
Machine repairs				3,000	3,000
Police Station and 911 Gate repairs				2,000	2,000
Suddenlink Alarm repairs				9,989	-
Vehicle Repair and Service	6,000	6,000	6,000	6,000	6,000
Fleet Rental Charges				6,000	6,000
Maintenance Agreements	19,017	19,251	19,040	19,040	19,040
Chiller Preventive Maintenance agreement				6,660	6,660
Elevator Service contract				6,500	6,500
Water Treatment Service agreement				5,880	5,880
Other Repairs and Maintenance	106	1,130	5,000	2,000	5,000



# GENERAL FUND

## GENERAL GOVERNMENT

### Facilities Management

	FY14 Actual	FY15 Actual	FY16 Budget	FY16 Estimate	FY17 Budget
<b>Services and Other Charges</b>					
Electrician, refrigeration or plumber if necessary				2,000	5,000
Equip. and Vehide Rental	453	466	500	500	500
Soft Water Tank rental				500	500
Construction Services	-	210	-	-	-
Property and Risk Insurance	19,705	19,180	19,595	19,595	19,752
Cellular Service	1,407	1,313	1,465	1,439	1,439
Cellphones (2)				764	764
Smartphone (1)				675	675
Custom Printing	42	-	40	40	40
Business Cards				40	40
<b>TOTAL CATEGORY</b>	<b>371,727</b>	<b>346,801</b>	<b>430,115</b>	<b>413,863</b>	<b>424,996</b>

<b>Supplies</b>					
Office Supplies	141	-	200	200	200
Pens, pads, notebooks etc				200	200
Specialty Supplies	36,633	34,901	11,500	14,529	36,450
Emergency door controllers				-	20,000
Filters for Cooling Systems				2,300	3,500
Fire Extinguishers				2,000	2,400
Flags for All Facilities				5,929	5,000
Operating Supplies				500	500
Safety Supplies				900	1,300
Signage for Offices				200	250
Water Softener Salt				2,700	3,500
Computer Software	-	12,952	-	-	-
Gasoline	3,679	3,400	4,928	2,635	3,354
1,300 Gallons @\$2.50/gal				2,531	3,250
1,300 Gallons Fuel Facility Charge @\$.08/gal				104	104
Uniforms	1,396	1,347	1,425	1,670	1,670
Allowance for Steel Toed Boots - perm x5				750	750
Allowance for Steel Toed Boots - temp x2				120	120
Pants/Shorts - new 5 ea				90	90
Replacement Pants/Shorts - perm 3 ea x5				270	270
Replacement Shirts - perm 3 ea x5				270	270
Shirts - new 5 ea				170	170
Cleaning Supplies	28,885	19,169	20,100	20,098	35,300



# GENERAL FUND

## GENERAL GOVERNMENT

### Facilities Management

	FY14 Actual	FY15 Actual	FY16 Budget	FY16 Estimate	FY17 Budget
<b>Supplies</b>					
General cleaning supplies				7,400	11,400
Paper products				5,499	16,500
Plastic trash liners				2,199	2,400
Suddenlink cleaning and paper products				5,000	5,000
Chemical Products	4,936	13,854	9,000	6,500	19,000
Cleaning Chemicals				6,500	19,000
<b>TOTAL CATEGORY</b>	<b>75,670</b>	<b>85,623</b>	<b>47,153</b>	<b>45,632</b>	<b>95,974</b>
<b>Property</b>					
Appliances	-	1,900	2,000	1,552	2,000
Refrigerator				1,552	-
Replace appliances as needed				-	2,000
Tools	278	-	-	-	-
Computer Equipment<\$5,000	-	930	-	-	-
Equipment<\$5,000	2,906	8,079	3,000	1,644	6,800
Air Conditioners for Suddenlink Kitchen				1,644	-
Air Conditions for Suddenlink (2)				-	4,800
Carpet Cleaner				-	2,000
<b>TOTAL CATEGORY</b>	<b>3,184</b>	<b>10,909</b>	<b>5,000</b>	<b>3,196</b>	<b>8,800</b>
<b>Capital Outlay</b>					
Machinery and Equipment	11,296	5,700	24,000	27,000	15,000
Replace Air Conditioner for Suddenlink Gym				15,000	-
Replace Air Conditioner Split Units				12,000	15,000
<b>TOTAL CATEGORY</b>	<b>11,296</b>	<b>5,700</b>	<b>24,000</b>	<b>27,000</b>	<b>15,000</b>
<b>TOTAL</b>	<b>730,219</b>	<b>722,800</b>	<b>787,213</b>	<b>771,406</b>	<b>836,881</b>





# GENERAL FUND

## GENERAL GOVERNMENT

### Human Services

	FY14 Actual	FY15 Actual	FY16 Budget	FY16 Estimate	FY17 Budget
<b>Expenditures by Classification</b>					
Personnel Cost	\$ -	\$ -	\$ -	\$ -	\$ 3,069
Services and Other Charges	-	-	18,670	18,720	18,671
Supplies	-	-	-	-	-
Property	-	-	-	-	-
<b>Total</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ 18,670</b>	<b>\$ 18,720</b>	<b>\$ 21,740</b>
<b>Expenditures by Activity</b>					
General Government	\$ -	\$ -	\$ 18,670	\$ 18,720	\$ 21,740
<b>Total</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ 18,670</b>	<b>\$ 18,720</b>	<b>\$ 21,740</b>



# GENERAL FUND

## GENERAL GOVERNMENT

### Human Services

	FY14 Actual	FY15 Actual	FY16 Budget	FY16 Estimate	FY17 Budget
<b>Personnel Costs</b>					
Regular Full-Time	-	-	-	-	2,228
Overtime	-	-	-	-	-
Health Insurance	-	-	-	-	576
Medicare	-	-	-	-	33
ICMA Retirement	-	-	-	-	202
Deferred Compensation	-	-	-	-	-
Workers Compensation	-	-	-	-	30
<b>TOTAL CATEGORY</b>	-	-	-	-	<b>3,069</b>
<b>Services and Other Charges</b>					
Other Contracted Services	-	-	18,670	18,720	18,671
WACOG Rural Transportation Liaison				3,220	3,170
Section 8 Housing Administration				3,500	3,500
Homeless Resource Center				12,000	12,001
<b>TOTAL CATEGORY</b>	-	-	<b>18,670</b>	<b>18,720</b>	<b>18,671</b>
<b>TOTAL</b>	-	-	<b>18,670</b>	<b>18,720</b>	<b>21,740</b>



# GENERAL FUND

## GENERAL GOVERNMENT

Non-Department

	FY14 Actual	FY15 Actual	FY16 Budget	FY16 Estimate	FY17 Budget
<b>Expenditures by Classification</b>					
Personnel Cost	\$ 10,158	\$ 7,183	\$ 15,000	\$ 17,500	\$ 117,668
Services and Other Charges	609,311	546,398	647,468	595,838	652,913
Supplies	67,781	61,423	68,474	67,375	60,875
Property	-	23,320	-	-	-
Capital Outlay	21,148	21,148			
<b>Total</b>	<b>\$ 708,398</b>	<b>\$ 659,472</b>	<b>\$ 730,942</b>	<b>\$ 680,713</b>	<b>\$ 831,456</b>
<b>Expenditures by Activity</b>					
General Government	\$ 708,398	\$ 659,472	\$ 730,942	\$ 680,713	\$ 831,456
<b>Total</b>	<b>\$ 708,398</b>	<b>\$ 659,472</b>	<b>\$ 730,942</b>	<b>\$ 680,713</b>	<b>\$ 831,456</b>



# GENERAL FUND

## GENERAL GOVERNMENT

### Non-Department

	FY14 Actual	FY15 Actual	FY16 Budget	FY16 Estimate	FY17 Budget
<b>Personnel Costs</b>					
Accrued Leave Paid	-	-	-	-	84,421
Medicare	-	-	-	-	1,224
ICMA Retirement	-	-	-	-	7,641
Deferred Compensation	-	-	-	-	4,221
Unemployment Compensation	10,158	7,183	15,000	17,500	20,000
Workers Compensation	-	-	-	-	161
<b>TOTAL CATEGORY</b>	<b>10,158</b>	<b>7,183</b>	<b>15,000</b>	<b>17,500</b>	<b>117,668</b>
<b>Services and Other Charges</b>					
AEL Interest	80,816	-	-	-	-
Economic Development Incentiv	136,381	144,649	150,000	154,000	160,000
City sales tax rebate agreement				154,000	160,000
Legal Services	175,001	176,355	203,181	198,388	203,181
Public Defenders (2) Assigned 900 cases				163,460	166,239
Public Defenders-plus 200 Cases exceeding contract				34,928	36,942
Other Professional Services	7,050	10,325	1,800	1,800	1,800
On-site shredding services				1,800	1,800
Permitting and Misc Fees	3,508	1,105	105	-	-
Other Contracted Services	7,970	2,250	51,250	8,750	51,250
Colorado River Historical Society Tourism				1,000	1,000
Cost of Living Calculator				250	250
Gary Keith Park Project Conceptual Plan				7,500	-
Veteran Court				-	50,000
Telephone	101,413	106,675	109,437	106,755	104,228
704-2733				2,815	2,850
704-9646				615	650
704-9702				617	650
7251251 AFIS PHONE LINE				878	900
743-9754				360	406
754-2608				305	315
754-4057				615	650
754-8877				1,165	1,200
758-1069				4,375	4,400
758-3735				1,165	1,200
758-3977				2,800	2,900
758-5109				2,190	2,200
758-7626				462	465
758-7898				62	64
758-8209				634	650
763-1045				1,171	1,200
763-1110				4,203	4,250
763-1379				615	650
763-1999				8,568	8,650
763-2224				2,720	2,750
763-2507				600	611



# GENERAL FUND

## GENERAL GOVERNMENT

### Non-Department

	FY14 Actual	FY15 Actual	FY16 Budget	FY16 Estimate	FY17 Budget
<b>Services and Other Charges</b>					
763-2974				615	630
763-3107				1,139	1,150
763-3153				1,135	1,155
763-5848				607	620
763-6000				1,068	1,100
763-7247				615	630
763-8548				1,893	1,900
763-9086				615	630
763-9400 - Basic System Charges -70%				44,199	42,000
763-9400 Telephone Service - 70%				14,733	14,000
986-2011				56	58
986-4015				196	198
986-4016				196	198
986-4017				196	198
986-5411				2,128	2,150
986-9506				429	-
Software/Hardware Agreement	-	80	-	-	-
Land and Building Rentals	(30)	-	-	-	-
Land and Building Lease	185	-	-	-	-
Office Equipment Lease	64,595	68,239	71,252	70,252	71,552
Color Copies				11,000	10,500
Copier Lease				52,200	54,000
Postage Machine Lease				7,052	7,052
Wifi Service	7,014	8,570	-	-	-
Transportation	45	-	-	-	-
Dues and Memberships	22,729	22,534	22,943	22,893	23,402
Chamber of Commerce Dues				200	250
League of Arizona Cities and Towns Dues based on city population.				22,693	23,152
Tuition Reimbursement	2,054	299	4,500	-	4,500
Tuition Reimbursement				-	4,500
Strategic Plan	580	5,317	33,000	33,000	33,000
Strategic Plan Initiatives				33,000	33,000
<b>TOTAL CATEGORY</b>	<b>609,311</b>	<b>546,398</b>	<b>647,468</b>	<b>595,838</b>	<b>652,913</b>
<b>Supplies</b>					
Improvements Noncapital	14,866	-	-	-	-
Office Supplies	25,070	25,608	28,274	26,375	22,375
Copy Paper 8.5x11				13,125	13,125
Dispensed Bottled Water				12,500	8,500
Shipping Supplies				750	750
Awards	4,597	5,508	9,000	9,000	9,000
Annual service awards and recognition.				9,000	9,000



# GENERAL FUND

## GENERAL GOVERNMENT

### Non-Department

	FY14 Actual	FY15 Actual	FY16 Budget	FY16 Estimate	FY17 Budget
<b>Supplies</b>					
Postage	23,249	30,307	31,200	32,000	29,500
Shipping Service -Fed-Ex and UPS				2,000	2,000
US Postal Service				30,000	27,500
<b>TOTAL CATEGORY</b>	<b>67,781</b>	<b>61,423</b>	<b>68,474</b>	<b>67,375</b>	<b>60,875</b>
<b>Property</b>					
Equipment <\$5,000	-	23,321	-	-	-
<b>TOTAL CATEGORY</b>	<b>-</b>	<b>23,321</b>	<b>-</b>	<b>-</b>	<b>-</b>
<b>Capital Outlay</b>					
Vehicles	21,148	21,148	-	-	-
<b>TOTAL CATEGORY</b>	<b>21,148</b>	<b>21,148</b>	<b>-</b>	<b>-</b>	<b>-</b>
<b>TOTAL</b>	<b>708,398</b>	<b>659,472</b>	<b>730,942</b>	<b>680,713</b>	<b>831,456</b>



# GENERAL FUND

## CULTURE-RECREATION

	FY14 Actual	FY15 Actual	FY16 Budget	FY16 Estimate	FY17 Budget
<b>Expenditures by Classification</b>					
Personnel Costs	\$ 1,351,173	\$ 1,376,910	\$ 1,578,288	\$ 1,433,004	\$ 1,686,524
Services and Other Charges	1,328,150	1,446,094	1,553,929	1,534,970	2,003,694
Supplies	570,884	576,838	553,496	479,184	750,872
Property	34,323	16,230	20,041	11,302	31,395
Capital Outlay	77,611	(2,588)	28,500	28,652	160,800
Contingency	-	-	95,000	-	95,000
<b>Sub Total</b>	<b>\$ 3,362,141</b>	<b>\$ 3,413,484</b>	<b>\$ 3,829,254</b>	<b>\$ 3,487,112</b>	<b>\$ 4,728,285</b>
Cost Recovery	(855,628)	(974,801)	(1,126,184)	(912,617)	(1,719,643)
<b>General Fund Total</b>	<b>\$ 2,506,513</b>	<b>\$ 2,438,683</b>	<b>\$ 2,703,070</b>	<b>\$ 2,574,495</b>	<b>\$ 3,008,642</b>
<b>Expenditures by Activity</b>					
Parks Maintenance	1,720,807	1,730,509	1,848,441	1,778,155	2,068,377
Special Events	840,406	955,632	1,014,950	911,447	1,608,322
Recreation Services	627,130	642,898	855,903	688,191	937,590
Suddenlink Community Center	97,847	83,743	38,924	41,185	40,818
Park Ranger	75,951	702	71,036	68,134	73,178
<b>Total</b>	<b>\$ 3,362,141</b>	<b>\$ 3,413,484</b>	<b>\$ 3,829,254</b>	<b>\$ 3,487,112</b>	<b>\$ 4,728,285</b>
<b>Staffing</b>					
Recreation Staff	5.00	5.00	5.00	5.00	6.00
Parks Maintenance	13.00	14.00	15.00	15.00	16.00
<b>Total</b>	<b>18.00</b>	<b>19.00</b>	<b>20.00</b>	<b>20.00</b>	<b>22.00</b>



# GENERAL FUND

## Recreation

The mission of 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 2015-2016 Highlights

- ✓ Served more than 950 customers in AARP free tax service program
- ✓ Expanded pickleball to 6 days per week, drawing more than 2,100 players throughout the year
- ✓ Increased number of full-time reservations at Suddenlink Community Center from 8 to 12
- ✓ Included 75 boys and girls in youth club basketball, attending 12 tournaments throughout Arizona, California and Nevada
- ✓ Launch Booth revenues were up \$1,800
- ✓ Collected 400 toys from the Toys for Kids Softball Tournament for the Firefighters Toy Drive. This was a new record
- ✓ Received "Excellent" health code rating in all concession operations
- ✓ Increased the Tri-State Veteran Day Parade participants by 5%, maintaining it as one of Arizona's largest Veterans Day Parades
- ✓ Increased Regatta social media outreach from 8,000 followers to over 12,000
- ✓ Conducted a holiday high school basketball tournament for 8 teams, including teams from Nevada, California, and Canada
- ✓ Held our first pickleball tournament at Suddenlink Community Center, with 38 participants
- ✓ Implemented a new softball player rating system to increase parity throughout the leagues
- ✓ Hired and trained 4 new softball umpires
- ✓ Cut Regatta registration time to less than 5 minutes
- ✓ Regatta revenues exceeded expenses by more than \$200,000, allowing us to pay down the fund balance from previous events
- ✓ Reduced Regatta Registration check in time from six to ten minutes per participant to eight to thirty seconds per participant
- ✓ 67% of website traffic came from mobile devices resulting in \$320,906 in gross sales from mobile devices
- ✓ Mass email invitations resulted in over \$64,000 in sales
- ✓ 29% conversion rate in website traffic, industry standard is 3%





# GENERAL FUND

## CULTURE-RECREATION

### Recreation

#### FY 2016-2017 Objectives

- ✓ Conduct an adult soccer tournament for 12 teams
- ✓ Conduct an adult soccer league for 8 teams
- ✓ Increase number of teams in High School Holiday Basketball Tournament from 8 to 12
- ✓ Conduct a youth summer basketball tournament with at least 3 divisions and 16 teams
- ✓ Create a successful sponsored aquatic teen night
- ✓ Enhance the water aerobics program to include health nutritional habits
- ✓ Continue to grow participation in each aquatic program
- ✓ Create a sponsored senior program at Suddenlink Community Center
- ✓ Create more youth programs at Suddenlink Community Center
- ✓ Double the month to month renters at Suddenlink Community Center
- ✓ Double the reservation held at the Suddenlink Community Center
- ✓ Implement a new softball player rating system to ensure parity within the leagues
- ✓ Recruit, train and retain 3 new softball umpires to meet demand
- ✓ Increase Fall Senior Softball Tournament to 80 teams
- ✓ Maintain the most up-to-date safety measures for participants in softball leagues and tournaments
- ✓ Have Co-Rec Softball teams from Bullhead compete in new state wide sanctioned Amateur Softball Association qualifier tournament in Kingman
- ✓ Increase Toys for Kids Softball Tournament to include 20 teams and collect an additional 100 toys
- ✓ Develop an Application for Regatta
- ✓ Increase Regatta profit
- ✓ Increase Regatta participation
- ✓ Develop a mobile Application for Regatta participants
- ✓ Drive/Increase Regatta registration thru mobile devices
- ✓ Increase Regatta profit by 25%
- ✓ Increase Regatta participation to 30,000+
- ✓ Maintain Regatta avg. check-in time of 30 seconds or less
- ✓ Increase Colorado River Bluegrass Festival Participation by 15%
- ✓ Increase Bullhead City Winter Festival participation by 10%



# GENERAL FUND

## CULTURE-RECREATION

### Recreation

#### Performance Indicators

<b>MEASURE</b>	<b>FY15 Actual</b>	<b>FY16 Estimate</b>	<b>FY17 Budget</b>
4th of July BBQ Bash	180	180	180
Adult Softball League Players	990	1,050	2,000
Adult Softball League Teams	66	70	75
Bluegrass Participation	1,752	2,289	2,632
Fall Senior Tournament Players	855	1,050	1,170
Fall Senior Tournament Teams	57	70	78
High School Basketball League Teams	10	10	12
Junior Lifeguard Program	40	40	45
Lap Swim Participants	350	350	400
National Day Dive In	220	220	220
Open Gym Participants	1,600	1,600	1,800
Open Swim Participants	4,500	4,500	4,500
Pickleball Participants	1,200	1,200	2,500
Regatta Participation	28,014	26,203	30,250
Spring Senior Tournament Players	1,170	960	1,230
Spring Senior Tournament Teams	78	78	82
Swim Lessons	550	600	600
Toys for Kids Softball Tournament Players	270	330	350
Toys for Kids Softball Tournament Teams	18	22	24
Tri-State Veterans Day Parade Floats	66	70	72
Tri-State Veterans Day Parade Participants	528	560	600
Water Aerobics Participants	7,000	7,500	800
Winter Festival Participation	4,750	5,500	6,050
Winter Festival Participation	3,500	4,750	5,500



# GENERAL FUND

## CULTURE-RECREATION

### Recreation

	FY14 Actual	FY15 Actual	FY16 Budget	FY16 Estimate	FY17 Budget
<b>Expenditures by Classification</b>					
Personnel Costs	\$ 612,437	\$ 593,584	\$ 702,360	\$ 629,265	\$ 828,293
Services and Other Charges	766,918	873,778	986,593	946,033	1,452,504
Supplies	243,744	203,818	179,319	124,431	257,366
Property	18,235	11,795	17,541	9,228	26,745
Contingency	-	-	95,000	-	95,000
<b>Sub Total</b>	<b>\$ 1,641,334</b>	<b>\$ 1,682,975</b>	<b>\$ 1,980,813</b>	<b>\$ 1,708,957</b>	<b>\$ 2,659,908</b>
Cost Recovery	(844,872)	(958,155)	(1,126,184)	(912,617)	(1,719,643)
<b>General Fund Total</b>	<b>\$ 796,462</b>	<b>\$ 724,820</b>	<b>\$ 854,629</b>	<b>\$ 796,340</b>	<b>\$ 940,265</b>
<b>Expenditures by Activity</b>					
Recreation Services	627,130	640,421	755,903	687,021	837,590
Park Ranger	75,951	702	71,036	68,134	73,178
Suddenlink Community Center	97,847	83,743	38,924	41,185	40,818
River Regatta	806,185	916,239	968,350	875,642	1,023,562
Senior Games	-	-	-	-	516,901
Bluegrass Festival	30,482	32,560	42,810	33,332	40,878
Farmers Market	-	-	-	-	22,669
Winterfest	3,740	6,833	3,790	2,473	4,312
Grants	-	2,477	100,000	1,170	100,000
<b>Total</b>	<b>\$ 1,641,334</b>	<b>\$ 1,682,975</b>	<b>\$ 1,980,813</b>	<b>\$ 1,708,957</b>	<b>\$ 2,659,908</b>
<b>Staffing</b>					
Office Specialist II/Pool Manager	1.00	1.00	1.00	1.00	1.00
Recreation Manager	1.00	1.00	1.00	1.00	1.00
Recreation Supervisor	1.00	1.00	1.00	1.00	2.00
Receptionist (for entire City)	1.00	1.00	1.00	1.00	1.00
Special Events Coordinator	1.00	1.00	1.00	1.00	1.00
Sponsorship Coordinator	1.00	1.00	1.00	1.00	1.00
<b>Total</b>	<b>6.00</b>	<b>6.00</b>	<b>6.00</b>	<b>6.00</b>	<b>7.00</b>



# GENERAL FUND

## CULTURE-RECREATION

### Recreation Services

	FY14 Actual	FY15 Actual	FY16 Budget	FY16 Estimate	FY17 Budget
<b>Personnel Costs</b>					
Regular Full-Time	224,029	235,481	242,918	230,275	288,871
Other Wages	115,591	115,956	131,486	128,026	144,294
Overtime	95	713	-	683	-
Accrued Leave Paid	-	5,393	-	-	-
Health Insurance	56,379	57,624	54,720	50,160	66,240
Social Security	7,082	7,060	8,152	7,939	8,946
Medicare	4,855	5,124	5,429	5,204	6,281
ICMA Retirement	20,203	21,866	21,984	20,915	26,143
Workers Compensation	4,970	4,732	5,391	5,142	4,269
<b>TOTAL CATEGORY</b>	<b>433,204</b>	<b>453,949</b>	<b>470,080</b>	<b>448,344</b>	<b>545,044</b>

<b>Services and Other Charges</b>					
Administrative Fees	25,000	30,000	40,000	40,000	50,000
Boys and Girls Club Annual Agreement				40,000	50,000
Permitting And Misc Fees	1,911	1,634	4,032	4,032	4,032
Annual County Health Permit				906	906
Concession Annual Health Permits				3,126	3,126
Contract Labor	42,266	31,599	78,126	64,856	81,986
Officiating of City Leagues and Tournaments				48,956	48,956
Sunday Skills 25 wks, 2 hr/wk, \$15/player, 10 players				-	3,750
Youth Holiday Tourney Refs \$65/gm, 64 games				-	4,160
HS B-Ball League 2 Refs \$25 x 70 games				-	850
Adult B-Ball Tourney refs- 2 Rers @ \$25/Gm x 31				1,550	1,550
Youth Summer B-Ball Tourney Refs				850	850
Adult B-Ball League Refs				13,500	18,900
Adult Baseball Umps \$30/game, 72 games				-	2,160
Junior B-Ball League Refs \$15/gm x 54 games				-	810
Other Contracted Services	-	400	1,850	750	1,150
CERT staffing for emergencies and first aide during Tournaments				-	900
Santa suit cleaning				125	125
Bravo the Bull suit cleaning				125	125
Farmers Market- Band				500	-
Building Repairs	315	-	-	-	-
General Equipment Repairs	531	-	-	-	-
Vehicle Repairs And Service	1,000	3,000	3,000	3,000	3,500
Fleet Rental Charges				3,000	3,500
Equip. And Vehide Rental	281	390	-	752	-
Farmers Market- Dance Floor				752	-
Land And Building Lease	35,000	35,400	42,070	42,070	42,070
Rotary Park Jetty Lease 023-095649-03				1,800	1,800
Community Park Dock Lease #023-102510-03				2,100	2,100
Rotary Park Dock Lease #023-094309-03				2,500	2,500
Riviera/Sunshine Marine Lease #023-103413-03				5,670	5,670
Section 12 Recreation Concession Lease AZ 29258				30,000	30,000



# GENERAL FUND

## CULTURE-RECREATION

### Recreation Services

	FY14 Actual	FY15 Actual	FY16 Budget	FY16 Estimate	FY17 Budget
<b>Services and Other Charges</b>					
Music License Agreement	-	1,004	-	-	-
Property And Risk Insurance	25,912	30,200	31,504	31,504	31,757
Program Insurance	-	-	1,110	1,110	1,110
Annual ASA Renewal				1,110	1,110
Cellular Service	1,133	619	690	787	1,350
Smartphone (2)				787	1,350
Other Advertising	1,000	-	100	100	100
Recreation Banners				100	100
Custom Printing	5,113	13,341	3,625	2,610	3,050
Watercraft Rental Consumer Protection Forms				-	1,600
Watercraft Launch Commercial Stickers and Passes				2,225	1,300
Farmers Market Business Cards				45	-
Farmer's Market- Flyers for Waste Water Bill				340	-
Youth Basketball Camp				-	150
Per Diem	-	12	-	-	-
Transportation	-	233	-	-	-
Seminars And Conferences	672	1,666	2,900	2,900	3,000
American Red Cross Authorized Provider Fee				300	300
Lifeguard/WSI Training including materials				2,400	2,400
Red Cross Annual Learn to Swim Facility Fee				200	300
Dues And Memberships	-	-	150	150	150
Notary Renewal				150	150
<b>TOTAL CATEGORY</b>	<b>140,134</b>	<b>149,498</b>	<b>209,157</b>	<b>194,621</b>	<b>223,255</b>

### Supplies

Training Supplies	-	-	240	240	240
CPR Masks for Lifeguards 20 @ 12.00 EACH				240	240
Office Supplies	597	1,513	13,028	1,428	12,571
Launch Booth Office Supplies				-	200
Pool Office Supplies				400	400
Admin Office Supplies				650	650
Wireless Printer				130	-
Undesignated Arts Fund Balance				-	11,321
Farmer's Market- General Office Supplies				248	-
Awards	12,455	6,390	21,065	19,170	23,940
Awards for City sponsored leagues and Tournaments- Trophies, Medals, Hats, T-shirts, etc.				16,310	16,310
Adult Baseball Trophies				-	150
Adult Basketball Tournament Cash Prizes				-	1,000
Adult Basketball Tournament Champion Shirts				-	240
Horseshoe League Monthly and Weekly Prizes				-	1,000
Junior Basketball League Trophy				-	100
Pickleball Tournament Medals				-	200
Adult Basketball Tournament Trophies				-	155
High School Basketball League Champ Shirts				-	600
3-On-3 Tourney Cash Awards				300	300
Youth Christmas B-Ball Tourney Medals				-	200



# GENERAL FUND

## CULTURE-RECREATION

### Recreation Services

	FY14 Actual	FY15 Actual	FY16 Budget	FY16 Estimate	FY17 Budget
<b>Supplies</b>					
Adult Basketball League - Champ Shirts				900	900
Youth Summer Basketball Tourney Trophies and medals				120	420
Youth Christmas B-Ball Tourney Awards				-	255
3-on-3 division champ trophies				-	195
Youth Holiday Basketball Tourney Trophies				300	300
Adult Basketball Tournament Cash Prize				1,000	1,000
Youth Summer B-Ball Tourney Champ shirts				240	240
High School Volleyball League Champ Shirts				-	300
High School Volleyball League Champ Trophy				-	75
Specialty Supplies	16,662	19,156	19,306	9,776	13,478
Softballs for Adult League and Tournaments- 1,107 @ \$2.71 EACH				3,000	3,000
Water Aerobic Supplies- Kick Boards and Noodles				100	100
Tri-State Veterans Day Parade Awards and Plaques				400	400
Tri-State Veterans Day Parade Supplies				300	300
Horseshoe league shoes and stakes (4 sets)				-	300
Youth Holiday Tournament T-Shirts				-	1,920
High School Volleyball League Balls				-	90
National Day for Kids Dive In Supplies				200	200
Youth Summer B-Ball Tourney Ball				-	65
Rescue Tubes- 2 @ 39.00				117	78
Pool Party kit- 10 @ \$40.00				400	400
Sunblock 10 @ 10.00				100	100
Megaphone 2 @ \$16.50				33	-
Farmer's Market- Raffle Basket Items				75	-
Swim Lesson Training Aids- dive sticks, rings etc.				100	100
JR Lifeguard Program Supplies				200	200
Lifeguard Umbrellas				150	100
July 4th Supplies- Streamers, Prizes, Window Paint, Table Cloths, food, etc.				290	290
Medical Supplies for First Aid Kit				100	100
High School B-Ball League Scorebooks (5)				-	50
High School B-Ball League Balls (2)				-	130
Pool Party Food 10 @ @20.00				200	200
Pickleball Nets (2)				-	350
Youth B-Ball Tourney Ball				65	65
Youth Holiday Tournament Balls (4)				-	260
Adult Basketball League Balls 2@ \$65				130	130
3-on-3 Tourney T-shirts				240	240
Youth B-Ball Camp Shirts				-	600
3-on-3 B-Ball tourney balls				120	120
Farmer's Market- Colored Maps and Flyers (Printed In-House)				350	-
Farmer's Market- Banner for Sponsors				231	-
Farmer's Market- Banner for Large Ramada				400	-
Adult Basketball League Scorebooks (9)				90	90
Farmer's Market- A-Frame Entrance and Parking Signs				800	-



# GENERAL FUND

## CULTURE-RECREATION

### Recreation Services

	FY14 Actual	FY15 Actual	FY16 Budget	FY16 Estimate	FY17 Budget
<b>Supplies</b>					
Farmer's Market- Farmer Costume				100	-
Adult B-Ball Tourney Balls - 3 @ \$75				75	75
Equipment for Adult Soccer League and Tournaments				1,410	1,410
Sunday Skills basketballs (4)				-	260
Youth Holiday B-Ball Tourney Scorebooks(3)				-	30
Horseshoe league shoes and stakes (4 sets)				-	300
Adult Baseball Balls, 4 boxes @ \$75 each				-	300
Youth Holiday B-Ball Tournament Balls (4)				-	260
Sunday Skills Weighted balls (2)				-	160
Sunday Skills Tennis Balls (30)				-	30
Sunday Skills Blocking Pad				-	75
Basketball Nets and volleyball nets for parks				-	400
Youth Volleyball Camp Participant Shirts				-	200
Gasoline	-	380	3,388	574	774
300 Gallons Fuel Facility Charge @\$\$.08/gal				24	24
300 Gallons @\$2.50/gal				550	750
Food/Beverage for Resale	13,190	6,461	8,000	7,000	9,450
Youth Christmas Tournament Hospitality				-	1,000
Sports League and Tourney Concessions				6,000	6,000
Adult Baseball League Snack Bar Supplies				-	450
Basketball League Concessions				1,000	1,000
High School B-Ball League Concessions				-	1,000
Uniforms	2,313	3,073	4,348	4,348	4,238
Athletic Staff Shirts				2,000	2,000
Rec Shirts for general staff. Various sizes 10 @ \$10.00				100	100
Female Lifeguard Suits 12@ \$40				480	480
Pool Staff Shirts- Various Sizes 40 @ \$5.00				200	200
Pool Manager Shirts 4 @ 12.00				48	48
Guard Shirts- Various Sizes 40 @ \$5.00				200	200
Sport Jersey Female Guard Shorts 20@ \$15				300	300
Boy Guard Shorts 10 @ \$31				310	310
FOX 40 Guard Whistles 20 @ 3.00				60	60
Rec shirts for full time employees				200	200
Guard Hip Pack 20 @ 5.50				110	-
Chief Guard Shirts- Various Sizes 24 @5.00				120	120
Rec shirt for temp office staff				200	200
Recoil Wrist Lanyards 40 @ .50				20	20
Cleaning Supplies	-	-	1,200	1,000	1,200
Launch Booth Cleaning Supplies				-	200
Pool Cleaning Supplies- Bleach, Hand Soap, Toilet Bowl Cleaner, Lysol Spray, Window Clez				1,000	1,000
<b>TOTAL CATEGORY</b>	<b>45,217</b>	<b>36,973</b>	<b>70,575</b>	<b>43,536</b>	<b>65,891</b>



# GENERAL FUND

## CULTURE-RECREATION

### Recreation Services

	FY14 Actual	FY15 Actual	FY16 Budget	FY16 Estimate	FY17 Budget
<b>Property</b>					
Equipment <\$5,000	8,576	-	6,091	520	3,400
City Issued Bats 7 @ \$200.00				-	1,400
Tablet iPad Air for Pool				520	-
Youth B-Ball Camp camera, tripod and case				-	1,500
Air Conditioner for Launch Booth				-	500
<b>TOTAL CATEGORY</b>	<b>8,576</b>	<b>-</b>	<b>6,091</b>	<b>520</b>	<b>3,400</b>
<b>TOTAL</b>	<b>627,130</b>	<b>640,421</b>	<b>755,903</b>	<b>687,021</b>	<b>837,590</b>





# GENERAL FUND

## CULTURE – RECREATION

### Park Rangers

	FY14 Actual	FY15 Actual	FY16 Budget	FY16 Estimate	FY17 Budget
<b>Personnel Costs</b>					
Regular Full-Time	2,855	-	-	-	-
Other Wages	47,800	610	47,905	47,411	47,895
Health Insurance	454	-	-	-	-
Social Security	2,937	50	2,970	2,927	2,969
Medicare	727	12	694	684	694
ICMA Retirement	257	-	-	-	-
Workers Compensation	1,787	30	2,400	1,865	1,633
<b>TOTAL CATEGORY</b>	<b>56,817</b>	<b>702</b>	<b>53,969</b>	<b>52,887</b>	<b>53,191</b>
<b>Services and Other Charges</b>					
Vehide Repairs And Service	6,000	-	4,000	4,000	6,000
Fleet Rental Charges				4,000	6,000
Property And Risk Insurance	3,872	-	4,241	4,241	4,275
Cellular Service	653	-	792	764	764
Cellphone (2)				764	764
<b>TOTAL CATEGORY</b>	<b>10,525</b>	<b>-</b>	<b>9,033</b>	<b>9,005</b>	<b>11,039</b>
<b>Supplies</b>					
Office Supplies	-	-	100	-	100
Clipboards, pens, notepads, etc.				-	100
Specialty Supplies	7	-	100	-	100
Rakes, Brooms, Grabbers, Leathermen, etc.				-	100
Gasoline	8,301	-	7,084	6,242	7,998
3,100 Gallons Fuel Facility Charge @\$08/gal				248	248
3,100 Gallons @\$2.50/gal				5,994	7,750
Uniforms	301	-	500	-	500
Shirts, Jacket, Hat and Shoe allowance				-	500
<b>TOTAL CATEGORY</b>	<b>8,609</b>	<b>-</b>	<b>7,784</b>	<b>6,242</b>	<b>8,698</b>
<b>Property</b>					
Tools	-	-	250	-	250
Leathermen and Flashlights				-	250
<b>TOTAL CATEGORY</b>	<b>-</b>	<b>-</b>	<b>250</b>	<b>-</b>	<b>250</b>
<b>TOTAL</b>	<b>75,951</b>	<b>702</b>	<b>71,036</b>	<b>68,134</b>	<b>73,178</b>



# GENERAL FUND

## CULTURE – RECREATION

### Suddenlink Community Center

	FY14 Actual	FY15 Actual	FY16 Budget	FY16 Estimate	FY17 Budget
<b>Personnel Costs</b>					
Other Wages	14,246	32,565	28,240	33,445	31,474
Social Security	889	2,009	1,751	2,074	1,951
Medicare	208	470	409	485	456
Workers Compensation	232	495	443	530	337
<b>TOTAL CATEGORY</b>	<b>15,574</b>	<b>35,539</b>	<b>30,843</b>	<b>36,534</b>	<b>34,218</b>
<b>Services and Other Charges</b>					
Other Professional Services	130	-	-	-	-
Permitting And Misc Fees	620	110	750	300	750
Movie Licensing				300	750
Contract Labor	-	1,152	3,500	2,000	2,000
Dog Training				2,000	2,000
Other Contracted Services	1,516	616	-	-	-
Water	3,182	4,352	-	-	-
Electric	32,726	35,528	-	-	-
Natural Gas	896	1,067	-	-	-
Refuse	631	-	-	-	-
Building Repairs	7,254	-	-	-	-
General Equipment Repairs	1,008	-	-	-	-
Land & Building Rentals	1	-	-	-	-
Property And Risk Insurance	-	2,298	2,351	2,351	2,370
Wifi Service	833	899	-	-	-
<b>TOTAL CATEGORY</b>	<b>48,799</b>	<b>46,023</b>	<b>6,601</b>	<b>4,651</b>	<b>5,120</b>
<b>Supplies</b>					
Office Supplies	25	167	-	-	-
Specialty Supplies	29,327	1,778	1,230	-	1,230
Halloween Fest Hot dogs, water, and cakes				-	450
Halloween Fest Fogger Solution				-	80
Halloween Festival Decorations				-	250
Raffle Prizes for Movies				-	300
Popcorn for events				-	150
Food/Beverage For Resale	-	30	250	-	250
Popcorn for sale				-	150
Water				-	100
Cleaning Supplies	1,578	35	-	-	-
<b>TOTAL CATEGORY</b>	<b>30,930</b>	<b>2,010</b>	<b>1,480</b>	<b>-</b>	<b>1,480</b>
<b>Property</b>					
Equipment <\$5,000	2,544	171	-	-	-
<b>TOTAL CATEGORY</b>	<b>2,544</b>	<b>171</b>	<b>-</b>	<b>-</b>	<b>-</b>
<b>TOTAL</b>	<b>97,847</b>	<b>83,743</b>	<b>38,924</b>	<b>41,185</b>	<b>40,818</b>



# GENERAL FUND

## CULTURE - RECREATION

### Special Events

	FY14 Actual	FY15 Actual	FY16 Budget	FY16 Estimate	FY17 Budget
<b>River Regatta</b>					
<b>Personnel Costs</b>					
Regular Full-Time	55,835	55,912	79,464	47,615	79,811
Other Wages	26,414	20,995	41,621	19,142	41,621
Overtime	3,769	2,810	-	3,311	-
Accrued Leave Paid	-	-	-	-	279
Health Insurance	12,487	12,936	14,115	14,115	14,115
Social Security	1,904	1,472	2,580	1,384	2,580
Medicare	1,233	1,131	1,756	1,000	1,765
ICMA Retirement	4,501	5,055	7,191	4,318	7,223
Workers Compensation	699	509	741	615	490
<b>TOTAL CATEGORY</b>	<b>106,842</b>	<b>100,820</b>	<b>147,468</b>	<b>91,500</b>	<b>147,884</b>
<b>Services and Other Charges</b>					
Business Meals	200	590	500	591	500
Marketing/Planning Meeting Meals				591	500
Other Professional Services	213	1,655	-	-	-
Banking Services	34,692	50,346	-	-	-
Permitting And Misc. Fees	100	825	800	825	825
NDOW Permit				50	50
Special Use Permit Big Bend Park				775	775
Contract Labor	4,224	1,921	-	-	-
Other Contracted Services	248,840	455,141	562,282	577,843	638,322
Electric Services - Rotary Park				1,333	-
Night Security Officers				1,705	1,800
Charter Buses				202,416	215,000
School Buses				25,517	28,097
River Clean-Up				2,000	2,000
Parks Clean-Up				2,227	6,000
Outside Public Safety and EMS				78,708	90,425
Event Security/Crowd Management				263,937	295,000
Electric	-	-	120	120	120
Electric - Rec Center				120	120
Telephone	-	-	415	415	415
Regatta 1-800 Number				415	415
Vehicle Repairs And Services	2,000	3,000	2,200	2,200	2,200
City Vehicle/Trolley Service, Repair, Maintenance				2,200	2,200
Software/Hardware Agreement	-	-	500	-	-
Land And Building Rentals	12,045	4,000	4,000	4,000	4,000
Riverside AZ Parking Lot Rental				4,000	4,000
Equip. And Vehide Rental	205,234	89,874	100,120	85,196	98,425



# GENERAL FUND

## CULTURE - RECREATION

### Special Events

	FY14 Actual	FY15 Actual	FY16 Budget	FY16 Estimate	FY17 Budget
<b>River Regatta</b>					
<b>Services and Other Charges</b>					
Air Compressors, Light Towers and Generators				8,278	10,000
Hospitality Tents				4,910	5,000
Life Jackets				625	625
Temp Fencing				13,100	15,000
Golf Cart Rental				19,652	21,000
Portable Toilets				3,132	3,200
Jet-Ski Rental				13,000	13,000
Sound/PA Systems for Parks				13,800	15,000
Barricades, Road Safety Signs Rental				3,559	3,600
Hospitality Trailers for Parks				2,180	-
First Aid Trailers and Hospitality Trailers				2,960	12,000
Office Equipment Lease	1,297	951	1,500	657	500
Color Copies				657	500
Music License Agreement	-	302	1,856	1,016	1,053
ASCAP Music License				336	350
BMI Music License				302	325
SESAC Music License				378	378
Program Insurance	-	9,679	13,000	9,680	10,000
Event Cancellation Insurance				9,680	10,000
Wifi Service	1,670	1,800	2,800	2,800	2,800
Content Management WIFI Services				2,800	2,800
Other Advertising	1,169	-	-	-	-
Marketing Events	13,969	13,373	15,945	9,106	16,380
Event Photos				2,500	-
Facebook				1,000	-
Billboards				5,000	5,000
Apparel				382	400
Regional Marketing				-	10,000
Website Host and Domains				224	230
Misc. Marketing - Miss Arizona, Miss Nevada				-	750
Custom Printing	8,689	10,668	11,959	8,830	13,000
Event Programs				6,522	10,000
Brochures				856	1,000
Signs and Banners				1,452	2,000
<b>TOTAL CATEGORY</b>	<b>534,342</b>	<b>644,125</b>	<b>717,997</b>	<b>703,279</b>	<b>788,540</b>
<b>Supplies</b>					
Improvements Noncapital	412	-	-	-	-
Streets-Asphalt	-	3,033	-	-	-
Office Supplies	804	592	290	500	500
Folders/Binders/Laminate/Envelopes				500	500



# GENERAL FUND

## CULTURE - RECREATION

### Special Events

	FY14 Actual	FY15 Actual	FY16 Budget	FY16 Estimate	FY17 Budget
<b>River Regatta</b>					
<b>Supplies</b>					
Awards	5,445	5,983	7,705	5,817	5,850
Decorated Float Contest				3,250	3,250
Home Decorating Contest				1,500	1,500
Logo Design Artist Winner				500	-
Volunteer Awards				-	500
Float/Home Decorating Contest Trophies				567	600
Specialty Supplies	101,868	106,888	38,890	25,400	26,438
Event Photo Disc				56	-
Volunteer/Staff Appreciation				945	933
Volunteer/Staff Food/Sport Drinks/Ice				10,135	10,333
Cleaning Supplies				474	500
Event Supplies - Ice Chests, easy-ups, t-posts, trash pickers, zip ties				6,608	6,752
Safety Supplies				768	775
Participant Wristbands				1,168	1,200
Air Manifolds Repair Parts				148	200
Park Large Trash Bags				1,605	1,650
Stock Music for TV Commercial.				73	75
River - Mesh Trash Bags				2,400	3,000
PD Life jackets				1,020	1,020
Postage	-	-	600	378	400
Postage				378	400
Gasoline	2,426	2,858	6,200	3,442	3,450
Gas - Jet Ski's				1,241	1,250
Gas - City Vehicles				2,201	2,200
Food/Beverage For Resale	46,930	42,794	43,000	37,788	40,000
Participant Lunches				37,788	40,000
<b>TOTAL CATEGORY</b>	<b>157,885</b>	<b>162,148</b>	<b>96,685</b>	<b>73,325</b>	<b>76,638</b>
<b>Property</b>					
Computer Equipment<\$5,000	740	108	-	-	-
Equipment<\$5,000	6,376	9,038	6,200	7,538	10,500
Portable Radio Tower				-	2,500
Police Radios				4,608	5,000
Registration Scanners				2,930	1,500
Waterproof Action Camera				-	1,500
<b>TOTAL CATEGORY</b>	<b>7,116</b>	<b>9,146</b>	<b>6,200</b>	<b>7,538</b>	<b>10,500</b>
<b>TOTAL</b>	<b>806,185</b>	<b>916,239</b>	<b>968,350</b>	<b>875,642</b>	<b>1,023,562</b>



# GENERAL FUND

## CULTURE - RECREATION

### Special Events

	FY14 Actual	FY15 Actual	FY16 Budget	FY16 Estimate	FY17 Budget
<b>Senior Games</b>					
<b>Personnel Costs</b>					
Regular Full-time	-	-	-	-	-
Other Wages	-	-	-	-	41,621
Social Security	-	-	-	-	2,581
Medicare	-	-	-	-	604
Workers Compensation	-	-	-	-	445
<b>TOTAL CATEGORY</b>	-	-	-	-	<b>45,251</b>
<b>Services and Other Charges</b>					
Permitting And Misc Fees	-	-	-	-	10,050
NDOW Permit	-	-	-	-	50
Event Cancellation Insurance	-	-	-	-	10,000
Contract Labor	-	-	-	-	115,000
Contract Officials	-	-	-	-	40,000
Contract Coordinators	-	-	-	-	75,000
Other Contracted Services	-	-	-	-	95,000
Pre and post game celebration	-	-	-	-	75,000
Emergency Medical Services	-	-	-	-	20,000
Landscaping Materials	-	-	-	-	50,000
Field Preparation	-	-	-	-	50,000
Vehicle Repairs And Service	-	-	-	-	2,000
City Vehicle	-	-	-	-	2,000
Equip. & Vehide Rental	-	-	-	-	16,000
Registration Scanners	-	-	-	-	1,000
Portable Toilets	-	-	-	-	2,500
Barricades	-	-	-	-	7,500
Golf Carts	-	-	-	-	5,000
Wifi Service	-	-	-	-	2,500
Set-up and WIFI Service	-	-	-	-	2,500
Marketing Events	-	-	-	-	50,100
Billboards	-	-	-	-	5,000
Miscellaneous Marketing	-	-	-	-	15,000
Television Ads	-	-	-	-	10,000
Video Promo	-	-	-	-	5,000
Website Host and Domains	-	-	-	-	100
Regional Marketing	-	-	-	-	15,000
Custom Printing	-	-	-	-	31,500
Brochures	-	-	-	-	2,500
Event Programs	-	-	-	-	15,000
Rules/Maps	-	-	-	-	500
Color Copies	-	-	-	-	500
Signs/Banners	-	-	-	-	5,000
ID Badges	-	-	-	-	8,000
Postage	-	-	-	-	5,000



# GENERAL FUND

## CULTURE - RECREATION

### Special Events

	FY14 Actual	FY15 Actual	FY16 Budget	FY16 Estimate	FY17 Budget
<b>Senior Games</b>					
<b>Services and Other Charges</b>					
Postage				-	5,000
<b>TOTAL CATEGORY</b>	-	-	-	-	<b>377,150</b>
<b>Supplies</b>					
Office Supplies	-	-	-	-	2,500
Folders/Binders/Laminate/Envelopes				-	2,500
Awards	-	-	-	-	10,000
Ribbons				-	1,500
Team Plaques				-	1,000
Graphic/Logo Design				-	5,000
Medals				-	2,500
Specialty Supplies	-	-	-	-	80,000
Volunteer/Staff Shirts				-	1,500
Event Supplies				-	2,500
Participant T-shirts				-	25,000
Trash Bags				-	1,500
Safety Signs				-	1,500
Welcome Bag				-	45,000
Volunteer/Staff Food				-	1,500
Cleaning Supplies				-	500
Ice				-	1,000
Gasoline	-	-	-	-	2,000
Gas - City Vehicles				-	2,000
<b>TOTAL CATEGORY</b>	-	-	-	-	<b>94,500</b>
<b>Property</b>					
Equipment <\$5,000	-	-	-	-	-
<b>TOTAL CATEGORY</b>	-	-	-	-	-
<b>TOTAL</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>516,901</b>



# GENERAL FUND

## CULTURE - RECREATION

### Special Events

	FY14 Actual	FY15 Actual	FY16 Budget	FY16 Estimate	FY17 Budget
<b>Bluegrass Festival</b>					
<b>Personnel Costs</b>					
Regular Full-Time	-	-	-	-	-
Other Wages	-	-	-	-	-
Health Insurance	-	-	-	-	-
Social Security	-	-	-	-	-
Medicare	-	-	-	-	-
ICMA Retirement	-	-	-	-	-
Workers Compensation	-	-	-	-	-
<b>TOTAL CATEGORY</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>
<b>Services and Other Charges</b>					
Business Meals	-	-	1,000	-	1,000
Hospitality Tent				-	1,000
Banking Services	53	124	140	-	140
Payment Processing Fees				-	140
Other Contracted Services	26,700	28,140	33,500	30,087	34,000
Emcee				500	500
Electric				52	-
Bands				22,800	27,500
Sound Tech				3,500	3,500
Promoter				3,085	2,500
CERT Staffing for emergencies				150	-
Equip. And Vehide Rental	-	-	1,400	-	900
Generator				-	900
Office Equipment Lease	701	361	500	623	500
Copier Lease				623	500
Marketing Events	3,028	102	4,670	1,670	2,670
Blythe Promo Booth				-	170
Promo Flyers				335	500
Event Marketing				1,335	2,000
Custom Printing	-	2,393	1,100	462	1,100
Parking Passes, Event Wristbands				462	500
Event Banners and Signs				-	600
Per Diem	-	-	-	68	68
Marketing in Blythe				68	68
Lodging	-	-	-	-	-
Transportation	-	128	-	-	-
<b>TOTAL CATEGORY</b>	<b>30,482</b>	<b>31,248</b>	<b>42,310</b>	<b>32,910</b>	<b>40,378</b>
<b>Supplies</b>					
Specialty Supplies	-	1,312	500	422	500
Event Supplies				422	500
<b>TOTAL CATEGORY</b>	<b>-</b>	<b>1,312</b>	<b>500</b>	<b>422</b>	<b>500</b>
<b>TOTAL</b>	<b>30,482</b>	<b>32,560</b>	<b>42,810</b>	<b>33,332</b>	<b>40,878</b>





# GENERAL FUND

## CULTURE - RECREATION

### Special Events

	FY14 Actual	FY15 Actual	FY16 Budget	FY16 Estimate	FY17 Budget
<b>Farmers Market</b>					
<b>Personnel Costs</b>					
Other Wages	-	-	-	-	2,488
Social Security	-	-	-	-	154
Medicare	-	-	-	-	36
Workers Compensation	-	-	-	-	27
<b>TOTAL CATEGORY</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>2,705</b>
<b>Services and Other Charges</b>					
Other Contracted Services	-	-	-	-	700
Farmers Market- Band					700
Land & Building Rentals	-	-	-	-	4,000
Chamber of Commerce building					4,000
Equip. & Vehicle Rental	-	-	-	-	-
Marketing Events	-	-	-	-	-
Custom Printing	-	-	-	-	725
Farmers Market Business Cards					45
Farmers Market Flyers for Wastewater Bill					680
<b>TOTAL CATEGORY</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>5,425</b>
<b>Supplies</b>					
Office Supplies	-	-	-	-	544
Farmer's Market- General Office Supplies					544
Specialty Supplies	-	-	-	-	6,400
Farmer's Market - Turkey Costume					100
Farmer's Market- Aprons					122
Farmer's Market- T-shirts					887
Farmer's Market- Tank Tops					1,150
Farmer's Market- Totes					1,000
Farmer's Market- Swag Items					1,073
Farmer's Market- Raffle Basket Items					250
Farmer's Market- Bandanas					138
Farmer's Market- Hay Bales					400
Farmer's Market- Bunny Costume					100
Farmer's Market- Colored Maps and Flyers (Printed In-House)					1,180
<b>TOTAL CATEGORY</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>6,944</b>
<b>Property</b>					
Equipment <\$5,000	-	-	-	-	7,595
Farmer's Market - Golf Cart					4,995
Farmer's Market- Enclosed Trailer					2,600
<b>TOTAL CATEGORY</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>7,595</b>
<b>TOTAL</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>22,669</b>



# GENERAL FUND

## CULTURE - RECREATION

### Special Events

	FY14 Actual	FY15 Actual	FY16 Budget	FY16 Estimate	FY17 Budget
<b>Winter Festival</b>					
<b>Personnel Costs</b>					
Regular Full-Time	-	-	-	-	-
Other Wages	-	2,358	-	-	-
Overtime	-	-	-	-	-
Health Insurance	-	-	-	-	-
Social Security	-	146	-	-	-
Medicare	-	34	-	-	-
ICMA Retirement	-	-	-	-	-
Workers Compensation	-	35	-	-	-
<b>TOTAL CATEGORY</b>	<b>-</b>	<b>2,573</b>	<b>-</b>	<b>-</b>	<b>-</b>
<b>Services and Other Charges</b>					
Other Professional Services	-	-	-	-	-
Permitting And Misc. Fees	93	47	45	47	47
Health Permit				47	47
Contract Labor	-	-	-	-	-
Other Contracted Services	-	-	-	-	-
Equip. And Vehide Rental	350	822	950	350	950
Portable Toilets				350	350
Light Tower/Generator Rental				-	600
Office Equipment Lease	-	-	250	835	250
Colored Copies				835	250
Custom Printing	2,195	2,017	250	335	350
Flyers, Signs Banners				335	350
<b>TOTAL CATEGORY</b>	<b>2,638</b>	<b>2,886</b>	<b>1,495</b>	<b>1,567</b>	<b>1,597</b>
<b>Supplies</b>					
Office Supplies	-	-	-	-	-
Awards	-	-	250	45	250
Trophies and Medals				45	250
Specialty Supplies	1,102	1,375	1,880	861	2,300
Hot Dog Buns, Condiments, Paper Supplies, Coffee				468	1,225
Frosty Hats, Elf Costumes				393	500
Decorations, Cleaning and Food Prep Supplies				-	575
Gasoline	-	-	165	-	165
Gas for Light Tower, Generator				-	100
Propane for BBQ Grill				-	65
<b>TOTAL CATEGORY</b>	<b>1,102</b>	<b>1,375</b>	<b>2,295</b>	<b>906</b>	<b>2,715</b>
<b>TOTAL</b>	<b>3,740</b>	<b>6,834</b>	<b>3,790</b>	<b>2,473</b>	<b>4,312</b>



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

### FY 2015-2016 Highlights

- ✓ Assisted with relocation of the Little Red School House to Community Park
- ✓ Fog sprayed for mosquitoes
- ✓ Enhanced safety by installing soft fall zone material at play areas throughout the parks
- ✓ Assisted with the construction of the new Tri-Plex for baseball and softball
- ✓ Completed interconnection of all sports fields in Rotary Park to one meter to reduce electrical demand charge

### FY 2016-2017 Objectives

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

### Performance Indicators

MEASURE	FY15 Actual	FY16 Estimate	FY17 Budget
Acre of Turf Maintained	60	80	90
Graffiti Incidents Cleaned	42	45	45
Graffiti Removed (square feet)	3,351	3,500	3,500
Number of Parks Maintained	6	6	6
Number of Special Events Supported	12	16	16
Percentage of Grass Covered in Sports Fields	75	90	90



# GENERAL FUND

## CULTURE - RECREATION

### Parks Maintenance

	FY14 Actual	FY15 Actual	FY16 Budget	FY16 Estimate	FY17 Budget
<b>Expenditures by Classification</b>					
Personnel Costs	\$ 738,736	\$ 783,327	\$ 875,928	\$ 803,739	\$ 858,231
Services and Other Charges	561,232	572,316	567,336	588,937	606,190
Supplies	327,140	373,019	374,177	354,753	438,506
Property	16,088	4,435	2,500	2,074	4,650
Capital Outlay	77,611	(2,588)	28,500	28,652	160,800
<b>Subtotal</b>	<b>\$ 1,720,807</b>	<b>\$ 1,730,509</b>	<b>\$ 1,848,441</b>	<b>\$ 1,778,155</b>	<b>\$ 2,068,377</b>
Cost Recovery	(10,756)	(16,647)	-	-	-
<b>General Fund Total</b>	<b>\$ 1,710,051</b>	<b>\$ 1,713,862</b>	<b>\$ 1,848,441</b>	<b>\$ 1,778,155</b>	<b>\$ 2,068,377</b>
<b>Expenditures by Activity</b>					
Parks Maintenance	1,720,807	1,730,509	1,848,441	1,778,155	2,068,377
<b>Total</b>	<b>\$ 1,720,807</b>	<b>\$ 1,730,509</b>	<b>\$ 1,848,441</b>	<b>\$ 1,778,155</b>	<b>\$ 2,068,377</b>
<b>Staffing</b>					
Parks Supervisor	1.00	1.00	1.00	1.00	1.00
Turf Maintenance Specialist	1.00	1.00	1.00	1.00	1.00
Maintenance Worker III	1.00	2.00	1.00	1.00	1.00
Maintenance Worker II	2.00	2.00	2.00	2.00	2.00
Maintenance Worker I	8.00	8.00	10.00	10.00	11.00
<b>Parks Maintenance</b>	<b>13.00</b>	<b>14.00</b>	<b>15.00</b>	<b>15.00</b>	<b>16.00</b>



# GENERAL FUND

## CULTURE – RECREATION

### Parks Maintenance

	FY14 Actual	FY15 Actual	FY16 Budget	FY16 Estimate	FY17 Budget
<b>Personnel Costs</b>					
Regular Full-Time	435,971	473,293	542,684	501,928	544,121
Other Wages	57,177	43,670	66,844	46,512	47,000
Overtime	24,350	21,577	5,000	13,891	10,000
Accrued Leave Paid	-	5,070	2,520	2,520	2,768
Health Insurance	149,259	164,640	173,952	159,456	177,408
Social Security	3,267	4,036	4,144	5,013	2,914
Medicare	7,200	7,595	8,947	8,002	8,757
ICMA Retirement	41,274	44,909	49,565	46,052	50,148
Workers Compensation	20,238	18,537	22,272	20,365	15,115
<b>TOTAL CATEGORY</b>	<b>738,736</b>	<b>783,327</b>	<b>875,928</b>	<b>803,739</b>	<b>858,231</b>
<b>Services and Other Charges</b>					
Other Professional Services	-	6,277	-	16,450	14,900
Contractor needed to fix wells				6,000	6,000
General electrical repairs done by outside contractor				8,000	8,000
Locksmith services				900	900
Mosquito fogging				1,550	-
Other Technical Services	295	-	900		-
Permitting And Misc. Fees	155	335	110	110	180
CDL Testing				110	180
Laboratory Services	450	-	1,000	1,000	1,000
Water, plant and soil testing				1,000	1,000
Water	147,491	117,346	113,615	121,104	122,641
1251 Highway 95 #12 Acct 0089877				5,370	5,500
1251 Highway 95 Acct 0348514				6,720	6,800
1394 Hancock Cir Acct 0089896				2,878	1,800
2011 Lakeside Dr Irr Acct 0285700				5,714	5,800
2255 Trane Rd Acct 0089851				975	1,000
2255 Trane Rd Acct 0089855				1,486	2,000
2255 Trane Rd Fire Acct 0089852				405	440
2315 Balboa Dr Acct 0089880				16,408	16,500
2315 Balboa Dr Acct 0401949				1,134	1,400
2315 Balboa Dr Irr Acct 0089881				1,458	1,460
2315 Balboa Dr Restrooms Acct 0247616				520	532
2493 Lakeside Dr #A Acct 0089883				7	-
2493 Lakeside Dr #B Acct 0089884				3,168	3,200
2495 Lakeside Dr Acct 0089885				2,191	2,200
3190 Highway 95 Quar Acct 0395220				1,283	1,300
600 Highway 95 Acct 0458056				734	750
600 Highway 95 Acct 0458080				1,574	1,600
920 Riverview Dr #3Acct 0089865				1,546	1,550



# GENERAL FUND

## CULTURE – RECREATION

### Parks Maintenance

	FY14 Actual	FY15 Actual	FY16 Budget	FY16 Estimate	FY17 Budget
<b>Services and Other Charges</b>					
920 Riverview Dr #1 Acct 0089866				2,541	2,600
920 Riverview Dr #2 Acct 0089867				1,164	1,200
Heritage Trails Irr Acct 0203055				6,687	6,800
Impost fees from use of city wells				36,648	37,000
NW Highway 95 Acct 0089862				5,210	5,300
Rotary Park Irr Acct 0154051				11,390	11,984
Veterans North-Whitewater Dr Acct 0327125				3,673	3,700
Veterans South-Riviera Loop Acct 0327126				220	225
<b>Electric</b>	<b>189,048</b>	<b>184,257</b>	<b>180,649</b>	<b>186,683</b>	<b>194,595</b>
American Legion Acct 275				330	385
Community Park 1251 Hwy 95 Acct 147 moved from wastewater				120	300
Community Park Bobby Sox Field Acct 093				776	850
Community Park Chamber/Ballfields Acct 142				2,257	2,600
Community Park Little League Fields Acct 243				17,061	17,200
Community Park Pumps Ballpark Acct 010				5,610	6,000
Community Park Restroom Lights Acct 006				551	600
Community Park Security Lights Acct 017				480	500
Dean Hackett Park Acct 041				625	675
Gary Keith Park Acct 293				680	700
Gary Keith Park Rodeo Grounds Acct 204				770	800
Hardyville Cemetary Lights Acct 141				280	300
Irrigation Brookfield/Fox Creek Acct 197				1,050	1,090
Ken Fovargue Park Ballpark Lights Acct 095				14,028	14,200
Ken Fovargue Park Community Pool Acct 064				17,362	20,000
Ken Fovargue Park Well Acct 319				8,611	8,800
Rotary Park Acct 323				1,953	2,100
Rotary Park Dog Park Acct 165				7,777	8,000
Rotary Park Maint Bldg/NW Boat Launch Acct 209				7,160	7,200
Rotary Park Parkette/Irrigation Acct 029				3,800	4,000
Rotary Park Soccer Field Lights Acct 176				58,000	60,000
Rotary Park Softball Fields Acct 234				36,400	37,245
Senior Center Lights Acct 124				372	400
Veterans Memorial Acct 276				630	650
<b>Natural Gas</b>	<b>684</b>	<b>767</b>	<b>700</b>	<b>704</b>	<b>720</b>
2255 Trane Rd Acct 1012029				704	720
<b>Refuse</b>	<b>-</b>	<b>-</b>	<b>2,500</b>	<b>2,500</b>	<b>2,500</b>
Landfill fees				2,500	2,500
<b>Building Repairs</b>	<b>3,380</b>	<b>-</b>	<b>5,500</b>	<b>5,500</b>	<b>5,500</b>
Repairs to Maintenance buildings in all parks				5,500	5,500
<b>General Equipment Repairs</b>	<b>13,227</b>	<b>24,799</b>	<b>21,500</b>	<b>21,500</b>	<b>21,500</b>
Dock upkeep				4,500	4,500
Pool Repair				2,500	2,500
Repair of small tools and equipment				4,500	4,500
Well repairs				10,000	10,000



# GENERAL FUND

## CULTURE - RECREATION

### Parks Maintenance

	FY14 Actual	FY15 Actual	FY16 Budget	FY16 Estimate	FY17 Budget
<b>Services and Other Charges</b>					
Vehicle Repairs And Service	92,001	98,053	93,500	93,500	91,750
Community Worker Program				7,000	7,000
Fleet Rental Charges				86,500	84,750
Maintenance Agreements	1,600	1,600	1,700	1,700	1,700
Sports lighting remote equipment maintenance				1,700	1,700
Other Repairs And Maintenance	9,016	25,395	27,000	19,000	28,500
Backflow repairs, testing and certification				2,500	12,000
Eternal Flame maintenance				1,500	1,500
Hand dryers, stalls, soap dispensers, toilets etc.				2,000	2,000
Playground equipment repairs				3,000	3,000
Skate Park improvements				10,000	10,000
Equip. And Vehide Rental	54,438	57,415	60,320	60,060	60,227
Equipment rental as needed				5,000	5,000
Mower operating lease ended 12/30/15				21,577	-
Mower operating lease personal property taxes				1,913	2,300
New mower operating lease (48 months) began 1/1/2016				30,200	51,557
Portable toilet cleaning				720	720
Soft water for splash park				650	650
Property And Risk Insurance	46,715	51,980	53,472	53,472	53,899
Cellular Service	1,899	2,587	2,924	2,900	2,891
Cellphones (4)				1,346	1,346
Radio Service for Community Worker Van				204	195
Smartphones (2)				1,350	1,350
Custom Printing	39	-	-	-	42
Business Cards				-	42
Per Diem	34	53	136	253	170
Backflow Certification & Testing Exam				185	-
Materials pick up				-	68
NRPA Conference				68	102
Lodging	-	70	-	491	210
Backflow Certification & Testing Exam				354	-
NRPA Conference				138	210
Transportation	-	1,022	700	100	700
Backflow Certification & Testing Exam				27	-
Materials pick up				43	650
NRPA Conference				30	50
Seminars And Conferences	360	360	510	1,310	1,965
Backflow Certification & Testing Exam				800	-
NRPA Conference				-	1,455
Pest Control Certification CEUs x5				510	510
Books And Subscriptions	-	-	-	-	-



# GENERAL FUND

## CULTURE – RECREATION

### Parks Maintenance

	FY14 Actual	FY15 Actual	FY16 Budget	FY16 Estimate	FY17 Budget
<b>Services and Other Charges</b>					
Dues And Memberships	400	-	600	600	600
Pest Control Certifications x5				600	600
<b>TOTAL CATEGORY</b>	<b>561,232</b>	<b>572,316</b>	<b>567,336</b>	<b>588,937</b>	<b>606,190</b>
<b>Supplies</b>					
Improvements Noncapital	16,542	25,453	34,300	34,300	34,300
Benches and tables for parks				5,000	5,000
Drinking fountains for all parks				4,300	4,300
Ken Fovargue dugouts				5,000	5,000
Playground safety material				20,000	20,000
Landscaping Materials	83,041	105,218	110,000	110,000	140,000
Compost				21,000	31,000
Decorative Rock				3,500	3,500
Grass Seed				80,000	100,000
Plants				1,000	1,000
Sand				700	700
Trees				3,800	3,800
Irrigation Materials	31,983	56,302	50,000	50,000	75,000
Controllers				2,500	6,000
Glue				1,000	2,000
Pipe Fittings				2,500	4,000
PVC Pipe				8,000	15,000
Sprinkler Heads				35,000	45,000
Wire				1,000	3,000
Office Supplies	-	-	150	150	150
Pens, paper clip, pads, etc				150	150
Specialty Supplies	60,628	78,578	66,245	60,245	86,945
Back stop netting				2,000	2,000
Ballfield drag mats, string, etc.				1,400	1,400
Ballfield infield mix				5,000	6,500
Community workers safety supplies				520	520
Concrete for walkways/benches/tables				8,000	8,000
Electrical supplies for parks				2,000	4,000
Filters for pumps				2,000	6,000
Flags and parts				3,000	3,000
Graffiti program				1,000	3,000
Ice for the shop				1,000	2,000
Lubricant for equipment				200	200
Marking chalk for fields				500	1,300
Paint for Soccer Fields				4,000	4,500
Plumbing supplies				5,200	5,200
Pole fencing and orange safety fence				2,500	2,500
Safety supplies				4,700	4,700
Saw blades, grinding wheels, nuts and bolts				800	1,000
Small tools under \$100				2,000	2,500





# GENERAL FUND

## CULTURE - RECREATION

### Parks Maintenance

	FY14 Actual	FY15 Actual	FY16 Budget	FY16 Estimate	FY17 Budget
<b>Supplies</b>					
Steel for manufacturing railings etc.				-	3,000
Trash cans				625	625
Wood, block and paint				13,800	25,000
Gasoline	32,125	27,112	34,650	21,330	25,671
1,250 Gallons Community Worker Program @\$2.50/gal				3,619	3,125
8,700 Gallons @\$2.50/gal				16,915	21,750
9,950 Gallons Fuel Facility Charge @\$0.08/gal				796	796
Diesel	23,346	18,191	19,916	14,848	21,560
7,000 Gallons @\$3.00/gal				14,288	21,000
7,000 Gallons Fuel Facility Charge @\$0.08/gal				560	560
Uniforms	4,288	4,418	5,416	5,380	5,380
Allowance for steel toed boots x17				2,550	2,550
New staff pants/shorts (5 ea) x3				259	259
New staff shirts (5 ea) x3				200	200
Replacement pants/shorts (3 ea) x17				878	878
Replacement shirts (3 ea) x17				673	673
Safety winter jackets				600	600
Sun hats				220	220
Cleaning Supplies	18,638	21,562	20,000	20,000	16,000
Extra large trash bags				6,000	11,000
General cleaning supplies, mops, rags				4,000	-
Paper products, tp, towels etc				5,000	-
Pet waste cleaning stations				5,000	5,000
Chemical Products	56,550	36,185	33,500	38,500	33,500
Janitorial cleaning chemicals				5,000	-
Pest control chemicals				3,000	3,000
Pool chemicals				15,000	15,000
Turf conditioners				10,000	10,000
Weed control chemicals				5,500	5,500
<b>TOTAL CATEGORY</b>	<b>327,141</b>	<b>373,019</b>	<b>374,177</b>	<b>354,753</b>	<b>438,506</b>
<b>Property</b>					
Tools	5,129	2,872	2,500	2,074	2,350
Chainsaw				420	450
Hand tools for the field				254	500
Trimmers/weedeaters				1,400	1,400
Equipment <\$5,000	10,959	1,563	-	-	2,300
3 HP Motor and Pump for Dean Hackett Park				-	2,300
<b>TOTAL CATEGORY</b>	<b>16,088</b>	<b>4,435</b>	<b>2,500</b>	<b>2,074</b>	<b>4,650</b>
<b>Capital Outlay</b>					
Site Improvements	67,466	(2,588)	22,500	22,500	110,000
Asphalt Repair and Maintenance in City Parks				-	50,000
Ken Fovargue Pool solar project grant match				-	30,000
Ken Fovargue Splash Pad - grant match				-	7,500



# GENERAL FUND

## CULTURE – RECREATION

### Parks Maintenance

	FY14 Actual	FY15 Actual	FY16 Budget	FY16 Estimate	FY17 Budget
<b>Capital Outlay</b>					
Rotary Park Electrical Enclosure - Phase II				7,500	7,500
Rotary Park Electrical Enclosure - Phone - Phase II				7,500	7,500
Rotary Park Trash Dumpster Enclosure - Phase II				7,500	7,500
Machinery And Equipment	10,145	-	6,000	6,152	50,800
20 HP Well Pump and Motor for Ken Fovargue Park or Don Sullivan Park.				-	6,300
30 HP Well Pump and Motor for Community Park or Rotary Park Wells.				-	7,500
7 HP Well Pump and Motor for Community Park				-	5,000
Automated Pool Sweeper				6,152	-
Replace 10 HP Pump and Motor for Pool				-	7,000
Section 30 Well Pump				-	25,000
Vehides	-	-	-	-	-
<b>TOTAL CATEGORY</b>	<u>77,611</u>	<u>(2,588)</u>	<u>28,500</u>	<u>28,652</u>	<u>160,800</u>
<b>TOTAL</b>	<u>1,720,808</u>	<u>1,730,509</u>	<u>1,848,441</u>	<u>1,778,155</u>	<u>2,068,377</u>



# GENERAL FUND

## LEGAL SERVICES

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

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



# GENERAL FUND

## LEGAL SERVICES

### FY 2015-2016 Highlights

#### CIVIL DIVISION:

- ✓ Represented, advised or coordinated the representation of the city as a party in pending civil proceedings
- ✓ Continued review of all city contract forms by the city attorney's office with emphasis on attorney review of all pending contracts
- ✓ Continued involvement in the completion of the set-up of software for the comprehensive review of and monitoring of contract life, terms and required actions
- ✓ Continued to emphasize the collection and importance of electronic documents retention with applicable city staff in the context of e-discovery under cases of current litigation
- ✓ Continued assessment of new claims that came under review of this office
- ✓ Managed the defense and settlement of several lawsuits treating the disposition of city liens of various types
- ✓ Fulfilled 198 public records requests as the primary responder which required extensive legal review, opened 367 City wide requests and responded to 18 subpoenas
- ✓ Continued to assist, improve and standardize the legal processes involved with numerous River Regatta documents and contracts and incorporation of the 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 prosecuted DUI, domestic violence, shoplifting and other misdemeanor offenses
- ✓ Four grants for Victim Rights (VOCA, VRP<sub>x2</sub>, and ACJC) in the amount of \$83,769 applied for and administered by the Crime Victim Services Coordinator



# GENERAL FUND

## LEGAL SERVICES

### FY 2016-2017 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 and 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 and to review, 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 and 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 and 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
- ✓ Pursue, when appropriate, and in consideration of public safety, alternatives to incarceration



# GENERAL FUND

## LEGAL SERVICES

### Performance Indicators

MEASURE	FY15 Actual	FY16 Estimate	FY17 Budget
City Council and Board/Commission meetings attended	73	90	90
New Board/Commission member orientations provided	3	4	4
Public records requests reviewed and processed	198	250	250
Contracts and instruments creating any legal obligation reviewed and approved	146	196	246
Approval as to form on all proposed Council agenda items	206	200	215
Approval as to form on all proposed ordinances before adoption	19	45	45
Approval as to form on all proposed resolutions before adoption	54	55	55
Criminal/criminal traffic/civil charges*	3,352	3,900	3,900
DUI charges*	223	275	275
Municipal code violations	101	100	100
Victim contacts	2,707	3,200	3,200

\* Cases can mean one or more charges under one matter/prosecution



# GENERAL FUND

## LEGAL SERVICES

	FY14 Actual	FY15 Actual	FY16 Budget	FY16 Estimate	FY17 Budget
<b>Expenditures by Classification</b>					
Personnel Cost	\$ 1,028,996	\$ 1,055,138	\$ 1,118,887	\$ 1,079,783	\$ 1,146,154
Services and Other Charges	90,757	91,873	138,769	139,207	144,532
Supplies	8,575	6,573	7,155	8,675	8,780
Property	2,079	-	250	250	250
<b>Subtotal</b>	<b>\$ 1,130,407</b>	<b>\$ 1,153,584</b>	<b>\$ 1,265,061</b>	<b>\$ 1,227,915</b>	<b>\$ 1,299,716</b>
Cost Recovery	(161,658)	(183,353)	(189,293)	(180,536)	(200,754)
<b>Total General Fund</b>	<b>\$ 968,749</b>	<b>\$ 970,231</b>	<b>\$ 1,075,768</b>	<b>\$ 1,047,379</b>	<b>\$ 1,098,962</b>
<b>Expenditures by Activity</b>					
Legal Services	\$ 1,130,407	\$ 1,153,584	\$ 1,265,061	\$ 1,227,915	\$ 1,299,716
<b>Total</b>	<b>\$ 1,130,407</b>	<b>\$ 1,153,584</b>	<b>\$ 1,265,061</b>	<b>\$ 1,227,915</b>	<b>\$ 1,299,716</b>
<b>Staffing</b>					
City Attorney	1.00	1.00	1.00	1.00	1.00
Chief City Prosecutor	1.00	1.00	1.00	1.00	1.00
Assistant City Prosecutor	2.00	2.00	2.00	2.00	2.00
Supervising Paralegal	2.00	2.00	2.00	2.00	2.00
Victim Services Coordinator	1.00	1.00	1.00	1.00	1.00
Office Assistant II	2.00	2.00	2.00	2.00	2.00
Legal Assistant II	3.00	3.00	3.00	3.00	3.00
Legal Assistant I	1.00	1.00	1.00	1.00	1.00
Victim Advocates	1.00	1.00	1.00	1.50	1.50
<b>Total</b>	<b>14.00</b>	<b>14.00</b>	<b>14.00</b>	<b>14.50</b>	<b>14.50</b>



# GENERAL FUND

## LEGAL SERVICES

	FY14 Actual	FY15 Actual	FY16 Budget	FY16 Estimate	FY17 Budget
<b>Personnel Costs</b>					
Regular Full-Time	788,325	794,942	859,678	824,090	884,961
Overtime	197	9,822	-	7,879	-
Accrued Leave Paid	-	-	5,542	7,342	5,521
Health Insurance	144,712	152,675	149,760	138,845	149,760
Medicare	11,273	11,513	12,589	12,062	12,956
ICMA Retirement	71,611	73,104	78,072	76,172	80,361
Deferred Compensation	7,670	7,783	8,075	7,945	8,076
Workers Compensation	2,209	2,299	2,171	2,455	1,519
Employee Allowance	3,000	3,000	3,000	2,993	3,000
<b>TOTAL CATEGORY</b>	<b>1,028,996</b>	<b>1,055,138</b>	<b>1,118,887</b>	<b>1,079,783</b>	<b>1,146,154</b>
<b>Services and Other Charges</b>					
Legal Services	23,928	16,613	50,000	50,000	50,000
C-Specialized legal services				50,000	50,000
Other Professional Services	-	941	9,300	9,300	9,300
P-Travel fees for witnesses and victims				500	500
C-Witness, expert and other fees				8,800	8,800
Building Repairs	-	9,938	-	-	-
General Equipment Repairs	-	-	500	500	500
P-Repair of office equipment				500	500
Software/ Hardware Agreement	6,052	5,993	6,204	6,482	6,750
C-Maintenance for case management and administrative support software				2,300	2,300
P-Arizona State Supreme Court for computer access fees				750	750
P-Maintenance contract for case management software				3,432	3,700
Property & Risk Insurance	32,085	36,648	37,585	37,585	37,886
Custom Printing	565	377	2,000	2,000	1,250
C-Outside document production services				500	250
P-Letterhead, envelopes, business cards and forms				1,500	1,000
Per Diem	580	860	1,196	1,196	1,944
C-League of AZ Cities and Towns training 4 events				70	70
P-APAAC Criminal Year in Review X3				147	147
P-Victim Services Training				170	340
P-APAAC Summer Training Seminar X3				376	376
P-Annual Public Law Legal Seminar X1				79	79
P-Legal education and mandatory CLE training				354	354
Arizona Victim Assistance Academy				-	340
National Organization Victim Assistance Academy (NOVA)				-	238
Lodging	375	726	2,626	2,801	5,501
C-Legal education and mandatory CLE training				150	150
P-Legal education and mandatory CLE training				354	354
P-Victim Services training				700	700
P-APAAC Criminal Year in Review X3				147	147
P-Annual Public Law Seminar X1				220	220
P-APAAC Summer Training Seminar X3				705	705
C-League of AZ Cities and Towns training 4 events				400	400
C-AZ City Attorneys Association summer conference				125	125
Arizona Victim Assistance Academy				-	1,500
National Organization Victim Assistance Academy (NOVA)				-	1,200





# GENERAL FUND

## LEGAL SERVICES

	FY14 Actual	FY15 Actual	FY16 Budget	FY16 Estimate	FY17 Budget
<b>Services and Other Charges</b>					
Transportation	1,091	4,084	4,301	4,301	6,031
C-League of AZ Cities and Towns training 4 events				200	200
P-APAAC Summer Training Seminar X3				1,260	1,260
P-Victim Services Training				600	600
P-APAAC Criminal Year in Review X3				731	731
P-Rental of motor pool vehicles				200	200
P-Annual Public Law Legal Seminar X1				110	110
P-Volunteer Crisis Intervention Advocates mileage reimbursement				1,200	1,200
Arizona Victim Assistance Academy				-	480
National Organization Victim Assistance Academy (NOVA)				-	1,250
Local Mileage Reimbursement	-	14	-	-	-
Other Travel Expenses	527	48	-	-	-
Seminars & Conferences	1,321	1,281	2,950	2,950	4,500
C-League of AZ Cities and Towns training 4 events				440	440
C-Legal education and mandatory CLE training for 2 events				600	600
C-Arizona City Attorneys Association summer conference				250	250
P-Victim Services training				525	525
P-APAAC Summer Training Seminar X3				320	320
P-Annual Public Law Legal Seminar X1				215	215
C-On-line webinars/other training				600	600
Arizona Victim Assistance Academy				-	1,000
National Organization Victim Assistance Academy (NOVA)				-	550
Books & Subscriptions	21,401	11,496	14,722	14,722	13,500
C/P-Reference materials including online, hard-bound and publications				14,722	13,500
Dues & Memberships	2,480	2,830	3,385	3,370	3,370
C-Mohave County Bar Assoc. (Includes CLE)				100	100
P-State of Arizona Bar Dues Fees X 3				1,470	1,470
P-Notary Public Renewal				315	315
P-Mohave County Bar Assoc. (Includes CLE)				300	300
C-International Municipal Lawyers Assoc.				695	695
C-State of Arizona Bar Due fees X 1				490	490
Crisis Intervention Prgrm	352	24	4,000	4,000	4,000
P-Crisis Intervention donation account				4,000	4,000
<b>TOTAL CATEGORY</b>	<b>90,757</b>	<b>91,873</b>	<b>138,769</b>	<b>139,207</b>	<b>144,532</b>
<b>Supplies</b>					
Office Supplies	4,463	1,971	4,200	4,200	4,450
C-General office supplies				700	950
P-General office supplies				3500	3500
Computer Software	1,429	784	300	300	300
C-Upgrade/additional licenses for processing of documents				300	300
Postage	2,683	3,818	2,655	4,175	4,030
VRP-Atty Grant				2,266	2015
VRP-Police Grant				1,909	2015
<b>TOTAL CATEGORY</b>	<b>8,575</b>	<b>6,573</b>	<b>7,155</b>	<b>8,675</b>	<b>8,780</b>



# GENERAL FUND

## LEGAL SERVICES

	FY14 Actual	FY15 Actual	FY16 Budget	FY16 Estimate	FY17 Budget
<b>Property</b>					
Computer Equipment<\$5,000	2,079	-	-	-	-
Equipment<\$5,000	-	-	250	250	250
C-Small tools/equipment contingency				250	250
<b>TOTAL CATEGORY</b>	<b>2,079</b>	<b>-</b>	<b>250</b>	<b>250</b>	<b>250</b>
<b>TOTAL</b>	<b><u>1,130,407</u></b>	<b><u>1,153,584</u></b>	<b><u>1,265,061</u></b>	<b><u>1,227,915</u></b>	<b><u>1,299,716</u></b>



# 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 2015-2016 Highlights

- ✓ Cross-trained court clerks
- ✓ Continued compliance with AOC Operational and minimum accounting standards
- ✓ Obtained new contract for Offender Monitoring Services to reduce jail costs, while holding offenders accountable through technology
- ✓ Continued to audit files, enter older files into collection, increased collections
- ✓ Continued to comply with case processing standards and minimum accounting standards

### FY 2016-2017 Objectives

- ✓ Continue to cross-train clerks
- ✓ Increase electronic monitoring referrals as opposed to jail
- ✓ Reduce jail costs/inmate budget by a minimum of 5%



# GENERAL FUND

## JUDICIAL

Municipal Court

### Performance Indicators

<b>MEASURE</b>	<b>FY15 Actual</b>	<b>FY16 Estimate</b>	<b>FY17 Budget</b>
Civil hearings held	366	298	350
Civil traffic charges filed	4355	3779	4100
Criminal charges filed	3476	3392	3400
Criminal traffic charges filed	449	949	600
Criminal trials held	2	6	4
DUI charges filed	354	340	350
Orders of protection/injunctions/search warrants filed	549	794	650
Total charges filed	9183	9254	9100
Total charges disposed	7246	10366	9000
Collections all categories	\$ 1,985,463	\$2,000,000	\$2,100,000
Clearance rate	79%	112%	99%



# GENERAL FUND

## JUDICIAL

### Municipal Court

	FY14 Actual	FY15 Actual	FY16 Budget	FY16 Estimate	FY17 Budget
<b>Expenditures by Classification</b>					
Personnel Costs	\$ 745,709	\$ 751,839	\$ 783,841	\$ 760,600	\$ 796,553
Services and Other Charges	192,382	186,595	726,293	704,585	679,189
Supplies	10,685	7,529	10,500	10,500	10,500
Property	6,947	5,318	6,174	-	6,174
Contingency	-	-	60,025	-	99,095
<b>Subtotal</b>	<b>\$ 955,723</b>	<b>\$ 951,281</b>	<b>\$ 1,586,833</b>	<b>\$ 1,475,685</b>	<b>\$ 1,591,511</b>
Cost Recovery	\$ (97,177)	\$ (82,926)	\$ (146,612)	\$ (75,761)	\$ (143,269)
<b>General Fund</b>	<b>\$ 858,546</b>	<b>\$ 868,355</b>	<b>\$ 1,440,221</b>	<b>\$ 1,399,924</b>	<b>\$ 1,448,242</b>

<b>Expenditures by Activity</b>					
Judicial	\$ 955,723	\$ 951,281	\$ 1,586,833	\$ 1,475,685	\$ 1,591,511
<b>Total</b>	<b>\$ 955,723</b>	<b>\$ 951,281</b>	<b>\$ 1,586,833</b>	<b>\$ 1,475,685</b>	<b>\$ 1,591,511</b>

<b>Staffing</b>					
City Magistrate	1.00	1.00	1.00	1.00	1.00
Court Administrator	1.00	1.00	1.00	1.00	1.00
Assistant Court Administrator	1.00	1.00	1.00	1.00	1.00
Judicial Assistant	1.00	2.00	2.00	2.00	2.00
Lead Court Collection Clerk	1.00	1.00	1.00	1.00	1.00
Lead Court Operation Clerk	1.00	1.00	1.00	1.00	1.00
Court Clerk	6.00	5.00	5.00	5.00	6.00
Juvenile Monitoring Officer	0.60	0.00	0.00	0.00	0.00
<b>Total</b>	<b>12.60</b>	<b>12.00</b>	<b>12.00</b>	<b>12.00</b>	<b>13.00</b>



# GENERAL FUND

## JUDICIAL

### Municipal Court

	FY14 Actual	FY15 Actual	FY16 Budget	FY16 Estimate	FY17 Budget
<b>Personnel Costs</b>					
Regular Full-Time	528,781	531,572	563,269	547,283	574,933
Overtime	6,442	4,311	-	6,112	-
Accrued Leave Paid	-	47	4,096	4,052	4,198
Health Insurance	147,325	152,880	149,760	137,280	149,760
Medicare	7,553	7,526	8,227	7,937	8,397
ICMA Retirement	48,584	48,516	50,976	50,452	52,032
Deferred Compensation	5,535	5,699	6,095	6,092	6,248
Workers Compensation	1,489	1,288	1,418	1,392	985
<b>TOTAL CATEGORY</b>	<b>745,709</b>	<b>751,839</b>	<b>783,841</b>	<b>760,600</b>	<b>796,553</b>
<b>Services and Other Charges</b>					
Jury Fees	418	-	1,050	1,050	1,050
Three jury trials estimated at \$350.00 per trial				1,050	1,050
Other Professional Services	327	429	550	2,465	350
Debt Set-Off fees				150	150
Credit Reporting for Court Collections				200	200
Reupholster Court Room B Chairs				2,115	-
Permitting and Misc Fees	-	-	-	42	42
Arizona Radiation Regulatory Agency for Annual X-Ray Annual Fee				42	42
Prison Inmate Costs	-	-	530,000	507,500	481,084
Home Detention/Electronic Monitoring costs				18,500	5,000
Mohave County Sheriff Inmate daily fees and booking fee				466,000	451,084
Fort Mohave Tribal Inmate fees and booking fee				23,000	25,000
Contract Labor	104,719	105,256	109,680	109,800	112,800
Shared costs for weekend/holiday pro tem coverage				10,800	10,800
Pro Tem Judge				65,000	65,000
Security Coverage for Lobby				34,000	37,000
General Equipment Repairs	646	402	2,000	2,000	2,000
General Equipment Repairs				2,000	2,000
Maintenance Agreements	42,811	42,717	42,512	42,512	42,800
Mohave County Court Automation				42,512	42,800
Equip. and Vehicle Rental	-	(170)	-	-	-
Property & Risk Insurance	38,308	31,814	32,981	32,981	33,245
Cellular Service	330	215	-	-	-
Per Diem	424	302	522	454	352
COJET Conference				352	352
ACM:Cap Stone				102	-



# GENERAL FUND

## JUDICIAL

### Municipal Court

	FY14 Actual	FY15 Actual	FY16 Budget	FY16 Estimate	FY17 Budget
<b>Services and Other Charges</b>					
Lodging	316	742	1,080	830	350
DUI and Traffic Conference				-	-
Judicial Conference				350	350
ACM:Cap Stone				480	-
Transportation	1,144	1,130	1,700	808	700
COJET Conference				300	300
Judicial Conference				254	400
ACM:ICM AZ Plus Diversity Class				254	-
Other Travel Expenses	12	-	-	-	-
Seminars & Conferences	635	810	1,125	1,050	1,050
COJET Conference				800	800
Judicial Conference				250	250
Books & Subscriptions	1,849	2,638	2,783	2,783	2,841
Westlaw				1,902	1,960
AZ Criminal and Traffic Manual				228	228
AZ Rules of Court				653	653
Dues & Memberships	445	310	310	310	525
Arizona Bar Dues				310	525
<b>TOTAL CATEGORY</b>	<b>192,382</b>	<b>186,595</b>	<b>726,293</b>	<b>704,585</b>	<b>679,189</b>
<b>Supplies</b>					
Office Supplies	10,685	7,529	10,500	10,500	10,500
General office supplies				10,500	10,500
<b>TOTAL CATEGORY</b>	<b>10,685</b>	<b>7,529</b>	<b>10,500</b>	<b>10,500</b>	<b>10,500</b>
<b>Property</b>					
Computer Equipment<\$5,000	1,305	1,002	-	-	-
Equipment<\$5,000	5,642	4,316	6,174	-	6,174
Replace Video Conference System				-	6,174
<b>TOTAL CATEGORY</b>	<b>6,947</b>	<b>5,318</b>	<b>6,174</b>	<b>-</b>	<b>6,174</b>
<b>Contingency</b>					
Contingency	-	-	60,025	-	99,095
Remaining Court Enhancement fund balance				-	21,143
Remaining FARE fund balance				-	12,070
Remaining Fill the Gap fund balance				-	16,302
Remaining JCEF fund balance				-	49,580
<b>TOTAL CATEGORY</b>	<b>-</b>	<b>-</b>	<b>60,025</b>	<b>-</b>	<b>99,095</b>
<b>TOTAL</b>	<b>955,723</b>	<b>951,281</b>	<b>1,586,833</b>	<b>1,475,685</b>	<b>1,591,511</b>



# GENERAL FUND

## FINANCIAL ADMINISTRATION

**Mission:** Provide financial support services to the City Council, city staff and the public that are efficient & effective, and that 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 customers' 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

### FY 2015-2016 Highlights

- ✓ Added messages to monthly wastewater bills to inform residents of City events and programs
- ✓ Included monthly flyers in wastewater bills to inform residents of City events and programs
- ✓ Currently in the process of converting the special assessments data from the AS/400 software to Microsoft .net software
- ✓ Received the GFOA Annual Comprehensive Financial Statement Award for Fiscal Year 2014
- ✓ Received the GFOA Annual Budget Presentation Award for Fiscal Year 2015

### FY 2016-2017 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 customers in a non-arbitrary, respectful and professional manner
- ✓ Respond to customer requests in a professional and respectful manner.



# GENERAL FUND

## FINANCIAL ADMINISTRATION

<b>MEASURE</b>	<b>FY15 Actual</b>	<b>FY16 Estimate</b>	<b>FY17 Budget</b>
Accounts payable ACH/Wire processed	2,895	3,135	3,200
Accounts payable checks processed	5,359	4,711	4,850
Accounts payable invoices processed	13,379	14,092	14,250
Business licenses applications received	417	365	450
Business licenses renewed	2,444	2,535	2,559
New business licenses issued	416	364	451
Number of payments processed	174,042	171,523	167,523
Payroll ACH/Wires processed	9,040	9,012	9,150
Payroll checks processed	1,717	2,035	2,100
Special assessment delinquent notices processed	2,332	2,584	2,165
Special assessment installment bills processed	11,491	10,916	8,899
Special assessment payoff documents processed	370	457	290
Special assessments sold at auction	35	56	40
Special assessments - remaining principal balance	18,558,802	15,845,098	13,132,098
Utility bills processed	223,572	223,548	223,548



# GENERAL FUND

## FINANCIAL ADMINISTRATION

	FY14 Actual	FY15 Actual	FY16 Budget	FY16 Estimate	FY17 Budget
<b>Expenditures by Classification</b>					
Personnel Cost	\$ 1,035,104	\$ 1,040,581	\$ 1,069,650	\$ 1,066,409	\$ 1,097,386
Services and Other Charges	424,743	379,014	501,664	444,983	466,231
Supplies	158,177	130,700	149,618	138,024	130,166
Property	14,723	11,569	1,300	4,355	2,650
Capital Outlay	28,240	-	-	-	-
Debt Service	-	2,200	2,200	2,200	2,200
Contingency	-	-	51,040	-	42,124
<b>Subtotal</b>	<b>\$ 1,660,987</b>	<b>\$ 1,564,064</b>	<b>\$ 1,775,472</b>	<b>\$ 1,655,971</b>	<b>\$ 1,740,757</b>
Cost Recovery	(1,014,872)	(974,036)	(1,005,661)	(915,546)	(962,039)
<b>General Fund Total</b>	<b>\$ 646,115</b>	<b>\$ 590,028</b>	<b>\$ 769,811</b>	<b>\$ 740,425</b>	<b>\$ 778,718</b>

### Expenditures by Activity

General Accounting Office	\$ 603,307	\$ 580,735	\$ 612,010	\$ 610,464	\$ 628,120
Billing and Collection	1,057,680	983,329	1,163,462	1,045,507	1,112,637
<b>Total</b>	<b>\$ 1,660,986</b>	<b>\$ 1,564,064</b>	<b>\$ 1,775,472</b>	<b>\$ 1,655,971</b>	<b>\$ 1,740,757</b>

### Staffing

Finance Director	1.00	1.00	1.00	1.00	1.00
Accounting Manager	1.00	1.00	1.00	1.00	1.00
Revenue Manager	1.00	1.00	1.00	1.00	1.00
Budget Analyst	0.00	1.00	1.00	1.00	1.00
Accountant	1.00	0.00	0.00	0.00	0.00
Administrative Assistant	0.00	0.00	0.00	0.00	0.00
Senior Financial Specialist	1.00	1.00	1.00	1.00	1.00
Financial Specialist	1.00	1.00	1.00	1.00	1.00
Financial Technician	9.00	9.00	9.00	9.00	9.00
<b>Total</b>	<b>15.00</b>	<b>15.00</b>	<b>15.00</b>	<b>15.00</b>	<b>15.00</b>



# GENERAL FUND

## FINANCIAL ADMINISTRATION

	FY14 Actual	FY15 Actual	FY16 Budget	FY16 Estimate	FY17 Budget
<b>Personnel Costs</b>					
Regular Full-Time	763,790	765,726	791,329	791,119	816,675
Overtime	9,956	6,123	1,500	6,078	1,500
Accrued Leave Paid	-	-	9,543	8,697	9,984
Health Insurance	168,697	176,400	170,780	163,878	171,357
Medicare	10,846	10,797	11,680	11,229	12,052
ICMA Retirement	70,293	70,167	72,022	73,001	74,316
Deferred Compensation	6,128	6,306	6,733	6,680	6,897
Workers Compensation	2,394	2,062	3,063	2,738	1,605
Employee Allowance	3,000	3,000	3,000	2,989	3,000
<b>TOTAL CATEGORY</b>	<b>1,035,104</b>	<b>1,040,581</b>	<b>1,069,650</b>	<b>1,066,409</b>	<b>1,097,386</b>
<b>Services and Other Charges</b>					
Legal Notices	10,871	9,462	12,000	9,000	12,000
Advertising - special assessment due and auction				9,000	12,000
Property Recording Fees	3,113	4,577	8,320	7,175	8,175
Liens for delinquent taxes				175	175
Liens for delinquent wastewater accounts				6,000	6,000
Special assessment documents				1,000	2,000
Auditing Services	59,400	44,400	69,100	58,600	59,100
Independent Auditor Services for Annual Audit				45,600	49,100
Independent Auditor Services for Municipal Court Compliance Audit				3,000	-
Tax and franchise license fees				10,000	10,000
Other Professional Services	159,598	117,474	146,879	141,879	145,734
Customer address search engine				600	600
Department of Revenue Tax Administration				85,879	84,734
Title reports for delinquent special assessment auction				23,000	28,000
Water shut off fees - delinquent accounts				32,400	32,400
Banking Services	94,019	106,900	115,330	116,117	118,716
Fees and Penalties				97	-
Armored car				5,060	5,406
Client bank analysis fees				25,000	25,000
Court credit card fees				11,000	12,000
E-suite credit card fees				40,000	42,000
E-suite gateway fees				3,000	3,150
E-suite merchant provider monthly fees				7,600	7,800
Virtual terminal credit card fees				24,000	23,000
Virtual terminal gateway fees				360	360
Other Technical Services	3,120	-	-	-	-
Permitting and Misc. Fees	140	951	1,160	1,099	1,180
GFOA Application for Annual Budget Award				425	500
GFOA Application for Annual Financial Reporting Award				500	500
Municipal Property Corporation Annual Filing				10	10
Post Office Box Rental for Vendor Invoices				164	170
Other Contracted Services	10	3,500	-	-	-



# GENERAL FUND

## FINANCIAL ADMINISTRATION

	FY14 Actual	FY15 Actual	FY16 Budget	FY16 Estimate	FY17 Budget
<b>Services and Other Charges</b>					
General Equipment Repairs	572	1,356	2,050	1,600	2,000
Date Stamper				-	200
Scanners				-	200
Billing printer				1,500	1,500
Service on safe				100	100
Software/Hardware Agreement	2,500	5,352	5,620	5,887	6,476
Billing processing equipment				5,887	6,476
Land And Building Rentals	2,252	2,252	2,323	2,253	2,253
Storage for Financial Records				2,253	2,253
Equip. And Vehide Rental	32	-	-	-	3,600
Replace billing printer				-	3,600
Property And Risk Insurance	52,746	48,964	30,566	30,566	30,809
Custom Printing	19,752	15,167	18,484	19,382	22,856
Blank Check Stock				-	2,800
Envelopes for Remittance				255	375
#10 envelopes				9,504	9,789
#9 envelopes				8,872	9,138
Business cards				126	129
Deposit slips				625	625
Per Diem	82	84	306	230	306
ERP Annual Conference				230	102
GFOAZ Winter Conference X2				-	204
Lodging	965	457	945	2,142	945
ERP Annual Conference				2,070	465
GFOAZ Winter Conference x2				-	480
Training				72	-
Transportation	268	548	756	1,373	756
ERP Annual Conference				1,373	550
GFOAZ Winter Conference x2				-	206
Local Mileage Reimbursement	263	-	-	-	-
Seminars And Conferences	620	370	1,865	3,720	1,865
ERP Annual Conference				3,720	930
GFOAZ Winter Conference x2				-	300
Webinars for Staff				-	635
Books And Subscriptions	144	1,750	-	-	-
Dues And Memberships	1,196	858	460	460	460
Colorado River Finance Officers Association				50	50
Government Finance Officer's Association				250	250
Government Finance Officers Association Arizona				60	60
Sam's Club Membership for City				50	50
Notary				50	50
Meeting Expenses	33	-	-	-	-
Uncollectible Accounts	13,047	14,592	85,500	43,500	49,000
Billed amounts not collected within 60 days after year end				13,500	14,000
Wastewater fees				30,000	35,000
<b>TOTAL CATEGORY</b>	<b>424,743</b>	<b>379,014</b>	<b>501,664</b>	<b>444,983</b>	<b>466,231</b>



# GENERAL FUND

## FINANCIAL ADMINISTRATION

	FY14 Actual	FY15 Actual	FY16 Budget	FY16 Estimate	FY17 Budget
<b>Supplies</b>					
Office Supplies	19,537	18,417	22,124	22,104	22,899
General Office Supplies				1,100	1,050
MICR Toner for Check Printing				-	400
Paper and Envelopes for Payroll Processing				250	250
Vendor 1099 & W-2 Forms				510	550
Black ribbon cassette-cashier printers				470	479
Calculator				69	70
Calendars				93	95
Certified mailing envelopes				6,405	6,533
Deposit bags				1,412	1,440
Electric Stapler				37	38
Endorser ribbons				390	398
File storage boxes				350	357
General office supplies for billing and collection				1,125	1,148
Large envelopes for cashier daily documents				105	107
Paper for water shut off notices				544	555
Perforated invoice blanks				5,716	5,830
Printer tape for receipt printers				937	956
Sealing solution for billing equipment				81	83
Toner cartridge for billing printer				2,510	2,560
Computer Software	29,381	-	754	354	354
Software Upgrades				354	354
Postage	109,259	111,644	126,088	115,566	106,193
Auction Notice - Certified				2,645	2,845
Auction notice - first class				402	415
Delinquent special assessment notice				1,600	1,648
Delinquent wastewater shut-off and lien notices sent by certified mail and first class				6,897	7,104
Re-mail special assessment bills				158	164
Special Assessment Bills				4,900	4,950
Special Assessment Correspondence				98	98
Special assessment coupons				941	969
Wastewater billing				96,000	86,000
Wastewater correspondence				1,925	2,000
Uniforms	-	640	652	-	720
Staff Shirts				-	720
<b>TOTAL CATEGORY</b>	<b>158,177</b>	<b>130,700</b>	<b>149,618</b>	<b>138,024</b>	<b>130,166</b>
<b>Property</b>					
Furniture	711	85	650	3,100	650
Replace Office Furniture				3,100	650
Computer Equipment<\$5,000	14,012	1,313	650	800	-
Monitor Arms for Stand-up Desk				210	-
Wireless Mice and Keyboards				290	-
Video cards and dual monitors				300	-
Equipment<\$5,000	-	10,171	-	455	2,000
Calculator				120	-



# GENERAL FUND

## FINANCIAL ADMINISTRATION

	FY14 Actual	FY15 Actual	FY16 Budget	FY16 Estimate	FY17 Budget
Fax Machine				40	-
Fire-Proof Safe				295	-
Replace MICR Printer				-	1,500
Wireless Headsets				-	500
<b>TOTAL CATEGORY</b>	<b>14,723</b>	<b>11,569</b>	<b>1,300</b>	<b>4,355</b>	<b>2,650</b>
<b>Capital Outlay</b>					
Machinery And Equipment	28,240	-	-	-	-
<b>TOTAL CATEGORY</b>	<b>28,240</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>
<b>Debt Service</b>					
Bond Arbitrage	-	2,200	2,200	2,200	2,200
Arbitrage rebate calculation for bonds				2,200	2,200
Fiscal Agent Fees	-	-	-	-	-
<b>TOTAL CATEGORY</b>	<b>-</b>	<b>2,200</b>	<b>2,200</b>	<b>2,200</b>	<b>2,200</b>
<b>Contingency</b>					
Contingency	-	-	51,040	-	42,124
Special Assessment Fund Balance				-	42,124
<b>TOTAL CATEGORY</b>	<b>-</b>	<b>-</b>	<b>51,040</b>	<b>-</b>	<b>42,124</b>
<b>TOTAL</b>	<b><u>1,660,987</u></b>	<b><u>1,564,064</u></b>	<b><u>1,775,472</u></b>	<b><u>1,655,971</u></b>	<b><u>1,740,757</u></b>



# 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 equitably. The City Manager's office completes a strategic plan update annually and provides quarterly reports on the state of the community.

### FY 2015-2016 Highlights

- ✓ Implementation of City Council Goals and Objectives
- ✓ Implementation of 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
- ✓ Quarterly management reports to Mayor and Council concerning the financial health and well-being of the community
- ✓ Continued partnership with the Bureau of Land Management and Arizona Game & Fish Commission for the purpose of implementing the Development Plan of the Colorado River Nature Center
- ✓ Continued support and promotion of the Curbside Comingled & Drop-Off Recycling Program
- ✓ Continued partnership with the Fort Mohave Indian Tribe to house City prisoners at the Tribe's detention facility
- ✓ Continued support of the Community Worker Program
- ✓ Operation and support of the Bullhead City Senior Nutrition Center
- ✓ Continued planning for the development of Section 12
- ✓ Continued support and marketing of the Suddenlink Community Center
- ✓ Continued work with local stakeholders for beautification in our community parks
- ✓ Continued planning and marketing towards youth and adult sports tournaments
- ✓ Completion and approval of the donation of land and property to the City from a local stakeholder
- ✓ Completion of planning and opening of the River Cities Resource Center
- ✓ Promotion of community spirit and continued improvement of quality of life aspects





# GENERAL FUND

## EXECUTIVE

City Manager

### FY 2016-2017 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 operating the City under a very lean budget
- ✓ 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
- ✓ Continue to implement the goals and objectives established in the strategic plan
- ✓ Recruit additional retail tenants to Bullhead City
- ✓ Continue to facilitate a sports tourism environment in the community

### Performance Indicators

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<u>Measure</u>	<u>FY15 Actual</u>	<u>FY16 Estimate</u>	<u>FY17 Budget</u>
Attend Regular and Special Council meetings and work sessions	36	41	44
Attend Weekly/Bi-weekly/Monthly meetings with department directors	176	184	184
Attend Weekly Executive Staff meetings	44	46	48
Work with the Strategic Plan Task Force and Department Directors to ensure the stated goals are met	10	12	12



# GENERAL FUND

## EXECUTIVE

City Manager

	FY14 Actual	FY15 Actual	FY16 Budget	FY16 Estimate	FY17 Budget
<b>Expenditures by Classification</b>					
Personnel Cost	\$ 343,887	\$ 350,654	\$ 367,253	\$ 324,746	\$ 372,590
Services and Other Charges	18,837	20,958	22,766	15,673	23,018
Supplies	460	312	500	360	500
Property	-	782	-	400	-
<b>Subtotal</b>	<b>\$ 363,184</b>	<b>\$ 372,706</b>	<b>\$ 390,519</b>	<b>\$ 341,179</b>	<b>\$ 396,108</b>
Cost Recovery	(169,367)	(173,460)	(161,542)	(144,652)	(162,608)
<b>General Fund Total</b>	<b>\$ 193,817</b>	<b>\$ 199,246</b>	<b>\$ 228,977</b>	<b>\$ 196,527</b>	<b>\$ 233,500</b>
<b>Expenditures by Activity</b>					
Executive	\$ 363,184	\$ 372,706	\$ 390,519	\$ 341,179	\$ 396,108
<b>Total</b>	<b>\$ 363,184</b>	<b>\$ 372,706</b>	<b>\$ 390,519</b>	<b>\$ 341,179</b>	<b>\$ 396,108</b>
<b>Staffing</b>					
City Manager	1.00	1.00	1.00	1.00	1.00
Senior Administrative Analyst	1.00	1.00	1.00	1.00	1.00
Executive Assistant	1.00	1.00	1.00	1.00	1.00
<b>Total</b>	<b>3.00</b>	<b>3.00</b>	<b>3.00</b>	<b>3.00</b>	<b>3.00</b>



# GENERAL FUND

## EXECUTIVE

City Manager

	FY14 Actual	FY15 Actual	FY16 Budget	FY16 Estimate	FY17 Budget
<b>Personnel Costs</b>					
Regular Full-Time	265,758	271,607	283,258	252,341	287,590
Other Wages	351	-	-	-	-
Overtime	567	-	-	-	-
Accrued Leave Paid	-	-	3,446	-	4,547
Health Insurance	34,033	35,281	34,560	32,160	34,560
Social Security	50	-	-	-	-
Medicare	3,822	3,918	4,260	3,666	4,323
ICMA Retirement	24,623	25,132	26,178	23,328	26,570
Deferred Compensation	7,882	7,985	8,434	7,186	8,434
Workers Compensation	801	731	1,117	672	566
Employee Allowance	6,000	6,000	6,000	5,393	6,000
<b>TOTAL CATEGORY</b>	<b>343,887</b>	<b>350,654</b>	<b>367,253</b>	<b>324,746</b>	<b>372,590</b>
<b>Services and Other Charges</b>					
Property Recording Fees	16	-	-	-	-
Business Meals	60	185	150	-	150
Various Business Meals				-	150
Other Professional Services	3,499	3,500	5,000	100	5,000
REO appraisals for properties				-	5,000
Surveyor Service				100	-
Property and Risk Insurance	8,875	10,195	9,758	9,758	9,836
Cellular Service	888	604	672	675	675
Smart Phone (1)				675	675
Other Advertising	440	-	-	-	-
Custom Printing	-	57	65	-	65
Custom Printing				-	65
Per Diem	249	254	572	313	621
Annual League of Cities & Towns Conference				57	147
Annual ICMA Conference				151	165
Legislative Travel				105	105
ACMA Conference - Summer/Winter				-	204
Lodging	1,417	1,618	2,670	1,701	2,631
Legislative Travel				181	181
Annual ICMA Conference				1,137	800
ACMA Conference - Winter				-	480
ACMA Conference - Summer - July 20-22, 2016, Dove Mountain, Marana, AZ				-	690
Annual League of Cities & Towns Conference - august 23-26, 2016, Scottsdale				383	480
Transportation	471	530	450	402	530
Annual ICMA Conference - Airfare + taxi charges				402	530
Other Travel Expenses	30	-	-	-	-



# GENERAL FUND

## EXECUTIVE

City Manager

	FY14 Actual	FY15 Actual	FY16 Budget	FY16 Estimate	FY17 Budget
<b>Services and Other Charges</b>					
Seminars and Conferences	290	2,280	1,690	985	1,705
Annual League of Cities & Towns Conference				290	290
ACMA Conference - Summer - Marana, AZ				-	360
Annual ICMA Conference				695	695
ACMA Conference - Winter - Sedona, AZ				-	360
Books and Subscriptions	13	-	-	-	-
Dues and Memberships	1,587	1,735	1,739	1,739	1,805
ICMA Annual Dues				1,311	1,340
Biennial Principal/Public Body Registration for AZ Lobbyist				-	25
ACMA Annual Dues				328	340
International Council of Shopping Centers - Annual - Public Official				100	100
Meeting Expenses	1,002	-	-	-	-
<b>TOTAL CATEGORY</b>	<b>18,837</b>	<b>20,958</b>	<b>22,766</b>	<b>15,673</b>	<b>23,018</b>
<b>Supplies</b>					
Office Supplies	401	312	500	360	500
General Office Supplies				360	500
Gasoline	59	-	-	-	-
<b>TOTAL CATEGORY</b>	<b>460</b>	<b>312</b>	<b>500</b>	<b>360</b>	<b>500</b>
<b>Property</b>					
Furniture	-	-	-	-	-
Equipment <\$5,000	-	782	-	400	-
Smart Phone				400	-
<b>TOTAL CATEGORY</b>	<b>-</b>	<b>782</b>	<b>-</b>	<b>400</b>	<b>-</b>
<b>TOTAL</b>	<b>363,184</b>	<b>372,706</b>	<b>390,519</b>	<b>341,179</b>	<b>396,108</b>



# 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, expands access to government information, provides an additional medium for the City to respond to the needs and concerns of its residents, helps residents make informed decisions, and encourages more residents to vote and become active citizens in Bullhead City.

### Department Description

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

### FY 2015-2016 Highlights

- ✓ Participated in the City's web design committee
- ✓ Continued the weekly production of City Connection including a whole new half-hour format including 7 minute News Cast and 2 Guest Interviews
- ✓ Continued production of the weekly interview with the Bullhead Area of Commerce Director on City Connection
- ✓ Continued production of the Recreation program along with public meetings held in the City Council Chambers

### FY 2016-2017 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 and Facebook account



# GENERAL FUND

## EXECUTIVE

Public Information

### Performance Indicators

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<u>Measure</u>	<u>FY15 Actual</u>	<u>FY16 Estimate</u>	<u>FY17 Budget</u>
City Boards and Commission meetings filmed for TV4	40	42	42
Events recorded for news and others on TV4	6	8	8
Production of Recreation Show for TV4	20	24	26
Production of City Connection for TV4	29	52	52
Posts to City Facebook, Twitter and Instagram	52	200	1,100
Page edits to City Website	45	60	100



# GENERAL FUND

## EXECUTIVE

### Public Information

	FY14 Actual	FY15 Actual	FY16 Budget	FY16 Estimate	FY17 Budget
<b>Expenditures by Classification</b>					
Personnel Cost	\$ 76,164	\$ 71,674	\$ 81,901	\$ 59,986	\$ 93,512
Services and Other Charges	55,853	35,892	58,119	23,760	78,501
Supplies	1,201	5,087	800	700	800
Property	6,763	3,948	15,000	17,127	4,160
Contingency	-	-	-	-	-
<b>Subtotal</b>	<b>\$ 139,981</b>	<b>\$ 116,601</b>	<b>\$ 155,820</b>	<b>\$ 101,573</b>	<b>\$ 176,973</b>
Cost Recovery	(568)	(217)	-	(217)	-
<b>General Fund Total</b>	<b>\$ 139,413</b>	<b>\$ 116,384</b>	<b>\$ 155,820</b>	<b>\$ 101,356</b>	<b>\$ 176,973</b>
<b>Expenditures by Activity</b>					
Executive	\$ 139,981	\$ 116,601	\$ 155,820	\$ 101,573	\$ 176,973
<b>Total</b>	<b>\$ 139,981</b>	<b>\$ 116,601</b>	<b>\$ 155,820</b>	<b>\$ 101,573</b>	<b>\$ 176,973</b>
<b>Staffing</b>					
Communications Specialist	0.00	0.00	0.00	0.00	1.00
Public Information Officer	1.00	1.00	1.00	1.00	0.00
TV-Producer/Director/Editor/Host	1.00	1.00	1.00	1.00	0.00
<b>Total</b>	<b>2.00</b>	<b>2.00</b>	<b>2.00</b>	<b>2.00</b>	<b>1.00</b>



# GENERAL FUND

## EXECUTIVE

### Public Information

	FY14 Actual	FY15 Actual	FY16 Budget	FY16 Estimate	FY17 Budget
<b>Personnel Costs</b>					
Regular Full-Time	29,385	30,596	46,624	30,527	57,210
Other Wages	19,137	13,038	15,000	12,400	15,000
Health Insurance	22,704	23,520	13,824	12,672	13,824
Social Security	1,187	808	930	765	930
Medicare	704	625	894	553	1,047
ICMA Retirement	2,659	2,775	4,219	2,763	5,178
Workers Compensation	388	312	410	306	323
<b>TOTAL CATEGORY</b>	<b>76,164</b>	<b>71,674</b>	<b>81,901</b>	<b>59,986</b>	<b>93,512</b>
<b>Services and Other Charges</b>					
Business Meals	-	112	-	-	-
Other Professional Services	24,400	2,250	-	-	-
Other Contracted Services	4,619	6,293	-	9	-
Data File Storage				9	-
General Equipment Repairs	-	-	1,000	750	1,000
General equipment repairs				750	1,000
Software/Hardware Agreement	15,060	9,895	1,800	688	690
Adobe Creative				600	600
Annual CalendarWiz Subscription Renewal for City special event calendar				88	90
Music License Agreement	-	99	-	100	100
Audio Blocks				100	100
Property and Risk Insurance	7,420	5,092	5,261	5,261	5,303
Cellular Service	27	-	-	224	660
Smartphone (1)				224	660
Other Advertising	450	-	1,000	1,000	1,000
Promotional Items				500	500
Media Advertising				500	500
Marketing Events	1,456	6,679	2,600	1,160	2,600
Colorado River Women's Council - Leadership Class - Day at City Hall				17	30
Winter Visitor Expo				537	1,925
Tri-City Booth Portionate Cost for the AZ League of Cities & Towns Booth				585	600
Operation Cool Shade				21	45
Custom Printing	2,145	2,396	45,500	14,460	66,200
Senior Softball Program Guide				-	2,000
Basketball Tournament Program Guide				-	2,000
Farmers Market Marketing and Advertising				-	5,000
Winterfest Program Guide				1,584	1,700
Colorado River Bluegrass Program Guide				1,801	2,000
Sports Coupon Book				-	2,500
Bullhead City Magazine				-	34,000





# GENERAL FUND

## EXECUTIVE

### Public Information

	FY14 Actual	FY15 Actual	FY16 Budget	FY16 Estimate	FY17 Budget
<b>Services and Other Charges</b>					
Business Cards				75	-
Printing of fliers, posters and banners.				-	1,000
Spring & Fall Youth Guide				11,000	16,000
Per Diem	-	639	188	-	188
National Association of Broadcasters Show				-	60
Social Media Training				-	68
Consumer Electronics Show				-	60
Lodging	-	1,358	210	-	210
National Association of Broadcasters Show				-	70
Social Media Training				-	70
Consumer Electronics Show				-	70
Transportation	-	971	430	-	430
National Association of Broadcasters Show				-	150
Consumer Electronics Show				-	150
Social Media Training				-	130
Books and Subscriptions	129	108	130	108	120
Mohave Valley Daily News - Online & Home Delivery Package				108	120
Meeting Expenses	147	-	-	-	-
<b>TOTAL CATEGORY</b>	<b>55,853</b>	<b>35,892</b>	<b>58,119</b>	<b>23,760</b>	<b>78,501</b>
<b>Supplies</b>					
Office Supplies	34	-	200	200	200
Misc. Office Supplies				200	200
Specialty Supplies	390	5,087	500	500	500
TV4 Supplies				500	500
Computer Software	777	-	-	-	-
Uniforms	-	-	100	-	100
Shirts for TV4 Media Staff				-	100
<b>TOTAL CATEGORY</b>	<b>1,201</b>	<b>5,087</b>	<b>800</b>	<b>700</b>	<b>800</b>
<b>Property</b>					
Computer Equipment<\$5,000	2,529	3,948	-	200	1,160
New NAS drive data storage for tv4				-	500
All in one printer for Council Chambers				200	-
Replace CRT computer monitors for tv4				-	660



# GENERAL FUND

## EXECUTIVE

### Public Information

	FY14 Actual	FY15 Actual	FY16 Budget	FY16 Estimate	FY17 Budget
Equipment<\$5,000	4,234	-	15,000	16,927	3,000
Wireless Microphones				1,378	-
TP Link				674	-
Smartphone (1)				400	-
Unmanned Camera				-	3,000
Video Switch				14,475	-
<b>TOTAL CATEGORY</b>	<b>6,763</b>	<b>3,948</b>	<b>15,000</b>	<b>17,127</b>	<b>4,160</b>
<b>TOTAL</b>	<b>139,981</b>	<b>116,601</b>	<b>155,820</b>	<b>101,573</b>	<b>176,973</b>



# 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.

	FY14 Actual	FY15 Actual	FY16 Budget	FY16 Estimated	FY17 Budget
<b>Expenditures by Classification</b>					
Personnel Costs	\$ 150,293	\$ 153,006	\$ 128,900	\$ 125,487	\$ 151,816
Services and Other Charges	22,125	27,578	27,961	19,759	30,919
Supplies	3,236	1,823	2,194	815	2,002
Property	20	2,253	-	-	-
<b>Subtotal</b>	<b>\$ 175,674</b>	<b>\$ 184,660</b>	<b>\$ 159,055</b>	<b>\$ 146,061</b>	<b>\$ 184,737</b>
<b>Cost Recovery</b>	<b>(52,603)</b>	<b>(57,539)</b>	<b>(55,611)</b>	<b>(51,702)</b>	<b>(64,809)</b>
<b>General Fund Total</b>	<b>\$ 123,071</b>	<b>\$ 127,121</b>	<b>\$ 103,444</b>	<b>\$ 94,359</b>	<b>\$ 119,928</b>
<b>Expenditures by Activity</b>					
Legislative	\$ 175,674	\$ 184,660	\$ 159,055	\$ 146,061	\$ 184,737
<b>Total</b>	<b>\$ 175,674</b>	<b>\$ 184,660</b>	<b>\$ 159,055</b>	<b>\$ 146,061</b>	<b>\$ 184,737</b>



# GENERAL FUND

## LEGISLATIVE

### Mayor and Council

	FY14 Actual	FY15 Estimate	FY16 Budget	FY16 Estimate	FY17 Budget
<b>Personnel Costs</b>					
Other Wages	66,000	66,125	66,000	66,125	66,000
Health Insurance	79,464	82,320	57,600	54,480	80,640
Social Security	3,753	3,557	4,092	3,815	4,092
Medicare	878	832	957	892	958
Workers Compensation	199	172	251	175	126
<b>TOTAL CATEGORY</b>	<b>150,293</b>	<b>153,006</b>	<b>128,900</b>	<b>125,487</b>	<b>151,816</b>
<b>Services and Other Charges</b>					
Business Meals	1,051	1,080	1,000	800	950
Business Meals				650	700
Sponsored Lunches				150	250
Vehicle Repairs & Service	2,000	2,000	2,000	2,000	2,000
Fleet Rental Charges				2,000	2,000
Equip. & Vehicle Rental	113	-	-	-	-
Property & Risk Insurance	7,860	11,354	11,954	11,954	12,049
Cellular Service	607	608	672	675	675
Smartphone (1)				675	675
Custom Printing	600	679	760	410	760
Printing & Embroidery on City Council Shirts				120	150
Tri-City Council Shirts				80	280
Official Banners				-	120
Business Cards				210	140
Envelopes				-	70
Per Diem	942	380	1,242	219	1,656
League of Arizona Cities & Towns Conference				129	1,029
Newly Elected League Training				60	120
Western Water Seminar				-	170
GAMA Meetings				-	100
Tri-City Council Legislative Day				30	102
WaterNow Alliance Meeting				-	67
Washington DC Trip x 2 Days				-	68
Lodging	3,033	2,430	4,292	1,246	5,017
GAMA Meeting				95	120
Western Water Seminar				-	968
Newly Elected Official Training				130	260
Washington DC Trip x 2 nights @ \$286 per night				-	572
WaterNow Alliance Meeting				-	367
AZ League of Cities & Towns Conference				1,021	2,730
Transportation	1,563	1,573	1,552	510	2,133
Western Water Seminar				-	325
AZ League of Cities & Towns Conference				-	493
GAMA Meetings				420	201
Newly Elected Officials Training				90	253
Washington DC Trip - Air fare & Taxi				-	600
WaterNow Alliance Meeting				-	261



# GENERAL FUND

## LEGISLATIVE

### Mayor and Council

	FY14 Actual	FY15 Estimate	FY16 Budget	FY16 Estimate	FY17 Budget
<b>Services and Other Charges</b>					
Seminars & Conferences	2,160	4,920	1,740	1,200	2,930
WaterNow Alliance Meeting				-	-
Western Water Seminar				-	625
Newly Elected Officials Training				120	240
AZ League of Cities & Towns Conference x 7				1,080	2,065
Books & Subscriptions	15	149	149	149	149
AZ Capitol Times Annual				149	149
Meeting Expenses	2,115	2,405	2,600	596	2,600
Council Work Sessions				400	1,800
Tri-City Council Meetings				196	800
<b>TOTAL CATEGORY</b>	<b>22,125</b>	<b>27,578</b>	<b>27,961</b>	<b>19,759</b>	<b>30,919</b>
<b>Supplies</b>					
Office Supplies	308	275	250	100	250
General office supplies				100	250
Awards	477	135	400	100	400
Purchase of Recognition/Appreciation Awards				100	400
Specialty Supplies	1,748	1,045	1,000	280	900
Purchase of name plates and supplies for special events				280	900
Gasoline	703	368	544	335	452
175 Gallons @\$2.50/gal				321	438
175 Gallons Fuel Facility Charge @\$0.08/gal				14	14
<b>TOTAL CATEGORY</b>	<b>3,236</b>	<b>1,823</b>	<b>2,194</b>	<b>815</b>	<b>2,002</b>
<b>Property</b>					
Furniture	-	323	-	-	-
Computer Equipment<\$5,000	20	257	-	-	-
Equipment<\$5,000	-	1,673	-	-	-
<b>TOTAL CATEGORY</b>	<b>20</b>	<b>2,253</b>	<b>-</b>	<b>-</b>	<b>-</b>
<b>TOTAL</b>	<b>175,674</b>	<b>184,660</b>	<b>159,055</b>	<b>146,061</b>	<b>184,737</b>



# 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 Bullhead City Municipal Code, and serves as the city's Election Official.

### FY 2015-2016 Highlights

- ✓ Deputy Clerk graduated from the League's 3-year Municipal Elections Official Certification Program
- ✓ City Clerk and Deputy Clerk attended the 2015 League's Election Training and AMCA Conference
- ✓ City Clerk attended the 2015 Election Officials of Arizona Conference
- ✓ Deputy Clerk attended 2015 IIMC Municipal Clerk Academy
- ✓ City Clerk represented the city as Vice-President of the Arizona Municipal Clerks' Association
- ✓ Relocate the city's archives to a larger, more secure location on city property

### FY 2016-2017 Objectives

- ✓ Administer the 2016 primary and general elections in Bullhead City
- ✓ Prepare two publicity pamphlets for the city's 2016 primary and general elections
- ✓ City Clerk will represent the city as President of the Arizona Municipal Clerks' Association
- ✓ Deputy Clerk to attend the 2016 IIMC Municipal Clerk Academy
- ✓ City Clerk and Deputy Clerk to attend the League's 2016 Annual Elections Conference
- ✓ Continue to conduct training on document management procedures in all departments



# GENERAL FUND

## LEGISLATIVE

City Clerk

### Performance Indicators

<b>MEASURES</b>	<b>FY15 Actual</b>	<b>FY16 Estimate</b>	<b>FY17 Budget</b>
Number of public records request processed	198	250	250
Number of Council/Board/Commission member orientations provided	3	4	4
Number of bid openings attended	12	15	15
Number of legal notices published	49	65	65
Number of Council/Board/Commission meeting minutes pages transcribed	446	450	450
Number of Council/Board/Commission meetings attended	73	90	90
Number of ordinances processed	19	35	35
Number of liquor licenses processed	40	40	40
Number of resolutions processed	54	55	55
Number of prodamations processed	26	30	30
Number of agendas/quorums/action posted	206	215	215



# GENERAL FUND

## LEGISLATIVE

City Clerk

	FY14 Actual	FY15 Actual	FY16 Budget	FY16 Estimate	FY17 Budget
<b>Expenditures by Classification</b>					
Personnel Costs	\$ 144,782	\$ 159,837	\$ 169,383	\$ 168,605	\$ 174,018
Services and Other Charges	28,509	24,845	34,272	29,372	34,833
Supplies	757	511	650	550	550
Property	886	2,502	-	-	-
Elections	88	96,195	-	-	108,580
<b>General Fund Total</b>	<b>\$ 175,022</b>	<b>\$ 283,890</b>	<b>\$ 204,305</b>	<b>\$ 198,527</b>	<b>\$ 317,981</b>
<b>Expenditures by Activity</b>					
City Clerk	174,934	187,695	204,305	198,527	209,401
City Elections	88	96,195	-	-	108,580
<b>Total</b>	<b>\$ 175,022</b>	<b>\$ 283,890</b>	<b>\$ 204,305</b>	<b>\$ 198,527</b>	<b>\$ 317,981</b>
<b>Staffing</b>					
City Clerk	1.00	1.00	1.00	1.00	1.00
Deputy City Clerk	1.00	1.00	1.00	1.00	1.00
<b>Total</b>	<b>2.00</b>	<b>2.00</b>	<b>2.00</b>	<b>2.00</b>	<b>2.00</b>





# GENERAL FUND

## LEGISLATIVE

City Clerk

	FY14 Actual	FY15 Actual	FY16 Budget	FY16 Estimate	FY17 Budget
<b>Personnel Costs</b>					
Regular Full-Time	106,765	117,981	126,800	127,760	131,117
Overtime	272	-	-	-	-
Health Insurance	22,704	23,520	23,040	21,120	23,040
Medicare	1,489	1,662	1,859	1,822	1,922
ICMA Retirement	9,687	10,807	11,606	11,703	11,996
Deferred Compensation	3,551	4,112	4,150	4,203	4,251
Workers Compensation	314	315	488	437	252
Employee Allowance	-	1,440	1,440	1,560	1,440
<b>TOTAL CATEGORY</b>	<b>144,782</b>	<b>159,837</b>	<b>169,383</b>	<b>168,605</b>	<b>174,018</b>
<b>Services and Other Charges</b>					
Legal Notices	9,505	4,149	15,000	10,000	15,000
Legal Notices -ordinances, bids, RFPs, election notices				10,000	15,000
Property Recording Fees	752	427	1,000	1,000	1,000
County Recorder Fees				1,000	1,000
Other Professional Services	1,378	5,177	4,000	4,000	4,000
Municode Codification Services/Municipal Code				4,000	4,000
General Equipment Repairs	175	-	200	200	200
Misc. Small Equipment Repairs				200	200
Software/Hardware Agreement	4,730	5,276	4,730	4,730	4,730
Document Management Contract				4,730	4,730
Equip. & Vehide Rental	62	-	-	-	-
Property & Risk Insurance	5,845	5,899	6,067	6,067	6,115
Other Advertising	383	-	-	-	-
Custom Printing	-	75	-	100	-
Business cards				100	
Per Diem	299	236	275	275	418
Elections Training & Summer AMCA Conference				125	154
Annual League Conference				-	64
International Institute of Municipal Clerks Academy				125	125
Election Officials of Arizona				25	75
Lodging	503	678	900	900	1,000
IIMC Academy				400	400
Elections Training & Summer Conference				300	400
Election Officials of Arizona				200	200
Transportation	1,917	1,096	525	525	525
City Car IIMC Academy Phoenix R/T				262	262
City Car Elections Training Phoenix R/T				263	263
Seminars & Conferences	2,135	1,009	1,025	1,025	1,295
Election Officials of Arizona				100	75
Annual League Conference				-	295
Elections Training & AMCA Summer Conference				600	600
IIMC Academy				325	325



# GENERAL FUND

## LEGISLATIVE

### City Clerk

	FY14 Actual	FY15 Actual	FY16 Budget	FY16 Estimate	FY17 Budget
Dues & Memberships	825	823	550	550	550
Election Officials of Arizona				40	40
International Institute of Municipal Clerks				285	285
Arizona Municipal Clerks Association				175	175
Master Municipal Clerk application fee				50	50
<b>TOTAL CATEGORY</b>	<b>28,509</b>	<b>24,845</b>	<b>34,272</b>	<b>29,372</b>	<b>34,833</b>
<b>Supplies</b>					
Office Supplies	757	511	650	550	550
Office Supplies				550	550
<b>TOTAL CATEGORY</b>	<b>757</b>	<b>511</b>	<b>650</b>	<b>550</b>	<b>550</b>
<b>Property</b>					
Computer Equipment<\$5,000	-	1,598	-	-	-
Equipment<\$5,000	886	904	-	-	-
<b>TOTAL CATEGORY</b>	<b>886</b>	<b>2,502</b>	<b>-</b>	<b>-</b>	<b>-</b>
<b>TOTAL ACTIVITY</b>	<b>174,934</b>	<b>187,695</b>	<b>204,305</b>	<b>198,527</b>	<b>209,401</b>
<b>Elections</b>					
Election Expenses	15	96,195	-	-	108,580
Election & voter registration County Contract-2 elections				-	58,080
Signature verification services				-	500
Publicity pamphlets				-	50,000
Software/Hardware Agreement	73	-	-	-	-
<b>TOTAL CATEGORY</b>	<b>88</b>	<b>96,195</b>	<b>-</b>	<b>-</b>	<b>108,580</b>
<b>TOTAL ACTIVITY</b>	<b>88</b>	<b>96,195</b>	<b>-</b>	<b>-</b>	<b>108,580</b>
<b>GRAND TOTAL</b>	<b>175,022</b>	<b>283,890</b>	<b>204,305</b>	<b>198,527</b>	<b>317,981</b>



# 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 2015-2016 Highlights

- ✓ Completed several flood control and slope stabilization projects including storm drains at Baseline and Marina, Parkway Slope Restoration, Silver Creek Flood Control Hazard Evaluation, Kyle Avenue and the Hillview Drive basin restoration
- ✓ Completed interconnection of all sports fields in Rotary Park to one meter to reduce electrical demand charge
- ✓ Assisted with relocation of the Little Red School House to Community Park
- ✓ Fog sprayed for mosquitos
- ✓ Addressed 66 dangerous buildings by working closely with the property owner or demolition of the building
- ✓ Cracksealed more than 60 lane miles of streets
- ✓ Placed overlay on Bullhead Parkway
- ✓ Completed construction at the Section 18 Wastewater Treatment Plant Improvements
- ✓ Completed 10-1 Lift Station reconstruction

### FY 2016-2017 Objectives

- ✓ Identify, evaluate and pursue available grant opportunities
- ✓ 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
- ✓ Identify, prioritize and complete drainage improvements to protect property and reduce or eliminate flooding concerns
- ✓ Complete new Baseball/Softball Tri-Plex
- ✓ Decommission Chaparral Lift Station



# GENERAL FUND

## PUBLIC WORKS

Administration

### FY 2016-2017 Objectives (cont.)

- ✓ Actively administer and implement the 2016 General Plan update
- ✓ Complete manhole rehabilitations
- ✓ Improve turf quality and upgrade the appearance of facilities at City Parks
- ✓ Auction 14 vehicles



# 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 2015-2016 Highlights

- ✓ Completed design and/or administered construction of several Capital Improvement Program (CIP) Projects, including NSIP 27, 10-1 & 10-4 Lift Stations project, Section 18 WWTP improvement project, Georgia Lane Sewer project, Section 10 WWTP UV Basin project, Manhole Rehabilitation, and started the Section 10 WWTP Effluent Injection Wells and Arcadia-Gold Rush Roadway and Drainage Improvements projects
- ✓ Worked with Clark County and other agencies to obtain approval from FHWA to proceed with updating the environmental assessment based on a phased approach to construction of a second bridge to Laughlin
- ✓ Assisted Parks and Roads staff with the development and completion of several landscaping and directional signs
- ✓ Completed several flood control and slope stabilization projects including storm drains at Baseline and Marina, Parkway Slope Restoration, Silver Creek Flood Control Hazard Evaluation, Kyle Avenue and the Hillview Drive basin restoration



# GENERAL FUND

## PUBLIC WORKS

### Engineering

#### FY 2016-2017 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 and adoption of the updated engineering standards
- ✓ Continue to provide support to subdivision developers by utilizing the City's computer sewer model to document for ADEQ that capacity in the City's sewer system exists to accept flow from the subdivision
- ✓ Support GIS services wherever possible in the City
- ✓ Continue to administer the Capital Improvement Program (CIP) for the City to insure design, construction and completion of public projects and private development

#### Performance Indicators

<b>MEASURE</b>	<b>FY15 Actual</b>	<b>FY16 Estimate</b>	<b>FY17 Budget</b>
Drainage Complaints	25	15	12
Flood Zone Requests	331	358	360
Percent of Projects Managed In-House	100	100	100
Sewer Availability Request	3	4	5
Utility and Right of Way Permits Issued	133	148	155



# GENERAL FUND

## PUBLIC WORKS

	FY14 Actual	FY15 Actual	FY16 Budget	FY16 Estimate	FY17 Budget
<b>Expenditures by Classification</b>					
Personnel Costs	\$ 1,116,540	\$ 1,166,631	\$ 1,227,120	\$ 1,201,205	\$ 1,244,008
Services and Other Charges	37,933	80,709	73,838	70,189	86,097
Supplies	17,041	16,059	18,115	15,419	18,429
Property	1,418	-	172	161	-
Contingency	-	-	-	-	-
<b>Subtotal</b>	<b>\$ 1,172,932</b>	<b>\$ 1,263,399</b>	<b>\$ 1,319,245</b>	<b>\$ 1,286,974</b>	<b>\$ 1,348,534</b>
Cost Recovery	(986,550)	(1,157,886)	(1,144,755)	(1,114,671)	(1,162,813)
<b>General Fund Total</b>	<b>\$ 186,382</b>	<b>\$ 105,513</b>	<b>\$ 174,490</b>	<b>\$ 172,303</b>	<b>\$ 185,721</b>
<b>Expenditures by Activity</b>					
Public Works Administration	398,985	436,086	452,931	451,712	458,208
Engineering	773,378	817,686	854,114	832,042	878,126
Non-Departmental	569	9,627	12,200	3,220	12,200
<b>Total</b>	<b>\$ 1,172,932</b>	<b>\$ 1,263,399</b>	<b>\$ 1,319,245</b>	<b>\$ 1,286,974</b>	<b>\$ 1,348,534</b>
<b>Staffing</b>					
Public Works Director	1.00	1.00	1.00	1.00	1.00
Asst Public Works Director	1.00	1.00	1.00	1.00	1.00
Office Administrator	1.00	1.00	1.00	1.00	1.00
<b>Public Works Administration</b>	<b>3.00</b>	<b>3.00</b>	<b>3.00</b>	<b>3.00</b>	<b>3.00</b>
Assistant City Engineer	1.00	1.00	1.00	1.00	1.00
City Surveyor	0.90	0.90	0.90	0.90	1.00
Civil Engineering Associate	1.00	1.00	1.00	1.00	1.00
Engineering Designer	0.00	1.00	1.00	1.00	1.00
Engineering Inspector	3.00	2.00	2.00	2.00	2.00
Office Specialist II	1.00	1.00	1.00	1.00	1.00
Senior Engineering Inspector	1.00	1.00	1.00	1.00	1.00
Utilities Engineering Associate	1.00	1.00	1.00	1.00	1.00
<b>Engineering</b>	<b>8.90</b>	<b>8.90</b>	<b>8.90</b>	<b>8.90</b>	<b>9.00</b>



# GENERAL FUND

## PUBLIC WORKS

### Administration

	FY14 Actual	FY15 Actual	FY16 Budget	FY16 Estimate	FY17 Budget
<b>PUBLIC WRKS ADMIN</b>					
<b>Personnel Costs</b>					
OTHER WAGES	-	-	-	-	-
Accrued Leave Paid	-	-	3,133	3,709	4,015
Health Insurance	34,058	35,280	34,560	33,696	34,560
Medicare	4,547	4,826	5,117	5,046	5,155
ICMA Retirement	28,555	30,399	31,359	31,407	31,822
Deferred Compensation	7,199	7,440	7,903	7,919	8,095
Workers Compensation	6,062	5,454	6,168	6,249	4,185
Employee Allowance	9,600	9,600	9,840	8,850	9,840
<b>TOTAL CATEGORY</b>	<b>395,948</b>	<b>419,229</b>	<b>434,754</b>	<b>434,507</b>	<b>439,445</b>
EQUIP. AND VEHICLE RENT	-	-	-	-	-
CUSTOM PRINTING	-	-	-	-	-
Per Diem	78	79	272	310	502
APWA Conference				310	310
Arizona Water Conference				-	45
League Conference				-	147
Lodging	189	508	1,180	1,248	2,150
APWA Conference				1,248	1,280
Arizona Water Conference				-	480
League Conference				-	390
Transportation	284	544	595	-	-
Seminars And Conferences	250	2,999	2,100	1,626	2,295
APWA Conference				1,626	1,600
Arizona Water Conference				-	400
League Conference				-	295
Books And Subscriptions	-	156	162	164	170
Newspaper subscriptions				164	170
Dues And Memberships	515	730	1,553	1,553	1,408
American Society of Civil Engineers x2				510	520
American/Arizona Public Works Association x2				398	408
Arizona Floodplain Management Assoc				200	200
Nat'l Council Examiners for Engineering & Surveying				25	25
State Engineering License renewals				420	255
<b>TOTAL CATEGORY</b>	<b>2,934</b>	<b>16,561</b>	<b>17,655</b>	<b>16,694</b>	<b>18,413</b>
<b>Supplies</b>					
Office Supplies	103	296	350	350	350
UNIFORMS	-	-	-	-	-
<b>TOTAL CATEGORY</b>	<b>103</b>	<b>296</b>	<b>350</b>	<b>350</b>	<b>350</b>
<b>Property</b>					
Computer Equipment<\$5,000	-	-	172	161	-
EQUIPMENT<\$5,000	-	-	-	-	-
<b>TOTAL CATEGORY</b>	<b>-</b>	<b>-</b>	<b>172</b>	<b>161</b>	<b>-</b>
<b>TOTAL</b>	<b>398,985</b>	<b>436,086</b>	<b>452,931</b>	<b>451,712</b>	<b>458,208</b>





# GENERAL FUND

## PUBLIC WORKS

### Engineering

	FY14 Actual	FY15 Actual	FY16 Budget	FY16 Estimate	FY17 Budget
<b>Personnel Costs</b>					
Regular Full-Time	516,944	529,299	552,209	551,135	564,576
Other Wages	33,449	33,856	46,727	33,990	49,063
Overtime	1,594	3,324	-	277	-
Accrued Leave Paid	-	-	7,266	7,320	6,833
Helath Insurance	102,468	105,840	103,680	100,992	103,680
Social Security	2,074	2,099	2,896	2,110	3,042
Medicare	7,873	7,998	8,790	8,416	8,996
ICMA Retirement	46,928	48,236	49,974	50,631	51,093
Workers Compensation	10,793	9,724	10,824	10,807	7,280
<b>TOTAL CATEGORY</b>	<b>722,123</b>	<b>740,376</b>	<b>782,366</b>	<b>765,678</b>	<b>794,563</b>
<b>Services and Other Charges</b>					
Business Meals	245	609	400	507	500
ADOT Coordination Meetings meals				507	500
Engineering Services	1,540	7,968	5,000	3,490	5,000
Little Red School House concrete testing				280	-
Non-project related engineering services				1,000	5,000
Procedures Manual update				2,210	-
Permitting And Misc. Fees	-	24	60	-	60
CDL				-	60
Contract Labor	-	7,085	-	-	7,500
Pavement assessment and data input contract				-	7,500
General Equipment Repairs	-	-	3,700	3,700	2,000
Engineering and surveying equipment repair				3,700	2,000
Vehicle Repairs And Service	14,000	14,000	14,000	14,000	18,000
Fleet Rental Charges				14,000	18,000
Property And Risk Insurance	16,972	26,660	27,505	27,505	27,725
Cellular Service	1,656	1,774	1,980	1,560	1,560
Cellphones (4)				1,560	1,560
Custom Printing	135	64	200	180	200
Business cards and printed envelopes				180	200
Duplication/Copies	-	-	200	-	200
Plan copies as needed				-	200
Per Diem	128	619	173	218	324
Flood Insurance Program workshop				22	-
Floodplain Management conference				196	196
Inspection training				-	68
Slurry systems workshop				-	60
Lodging	94	1,771	975	600	1,425
Floodplain Management conference				600	600
Inspection training				-	300
Slurry Systems workshop				-	525



# GENERAL FUND

## PUBLIC WORKS

### Engineering

	FY14 Actual	FY15 Actual	FY16 Budget	FY16 Estimate	FY17 Budget
Transportation	43	1,390	450	50	450
Floodplain Management conference				50	50
Inspection training				-	100
Slurry Systems workshop				-	300
Seminars And Conferences	-	2,179	1,515	700	2,215
Floodplain Management conference				700	700
Inspection training				-	900
Slurry Systems workshop				-	390
Surveying exam				-	225
Books And Subscriptions	160	5	-	-	-
Dues And Memberships	25	-	25	985	525
American Society of Civil Engineers				255	260
Nat'l Council Examiners for Engineering & Surveying				25	25
State Engineering License renewals				705	240
<b>TOTAL CATEGORY</b>	<b>34,998</b>	<b>64,148</b>	<b>56,183</b>	<b>53,495</b>	<b>67,684</b>
<b>Supplies</b>					
Office Supplies	1,851	2,140	2,200	2,050	2,200
Pens, pencils, pads, batteries, etc.				2,050	2,200
Specialty Supplies	788	579	750	698	750
Blue Stake paint				311	300
Surveying supplies, plotter paper and ink				387	450
Gasoline	11,920	9,491	10,780	8,546	11,094
4,300 Gallons @\$2.50/gal				8,202	10,750
4,300 Gallons Fuel Facility Charge @\$0.08/gal				344	344
Uniforms	279	952	1,835	1,575	1,835
Allowance for steel-toed boots x7				885	1,050
Hats x7				100	140
Jackets x4				255	400
Shirts (5 ea) x7				335	245
<b>TOTAL CATEGORY</b>	<b>14,838</b>	<b>13,162</b>	<b>15,565</b>	<b>12,869</b>	<b>15,879</b>
<b>Property</b>					
Computer Equipment<\$5,000	1,418	-	-	-	-
Specialized computer supplies				-	-
Equipment<\$5,000	-	-	-	-	-
<b>TOTAL CATEGORY</b>	<b>1,418</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>
<b>TOTAL</b>	<b>773,378</b>	<b>817,686</b>	<b>854,114</b>	<b>832,042</b>	<b>878,126</b>



# GENERAL FUND

## PUBLIC WORKS

### Non-Departmental

	FY14 Actual	FY15 Actual	FY16 Budget	FY16 Estimate	FY17 Budget
<b>Personnel Costs</b>					
Unemployment Compensation	(1,531)	7,027	10,000	1,020	10,000
<b>TOTAL CATEGORY</b>	<b>(1,531)</b>	<b>7,027</b>	<b>10,000</b>	<b>1,020</b>	<b>10,000</b>
<b>Supplies</b>					
Office Supplies	-	-	1,000	1,000	1,000
Copy Paper				1,000	1,000
Postage	2,100	2,600	1,200	1,200	1,200
				1,200	1,200
<b>TOTAL CATEGORY</b>	<b>2,100</b>	<b>2,600</b>	<b>2,200</b>	<b>2,200</b>	<b>2,200</b>
<b>TOTAL</b>	<b>569</b>	<b>9,627</b>	<b>12,200</b>	<b>3,220</b>	<b>12,200</b>
<b>GRAND TOTAL</b>	<b>1,172,932</b>	<b>1,263,399</b>	<b>1,319,245</b>	<b>1,286,974</b>	<b>1,348,534</b>



# 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

The Human Resources Division provides guidance and innovative approaches to attract, develop, and sustain a diverse workforce committed to quality public service. 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 2015-16 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
- ✓ 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 2016-2017 Objectives

- ✓ Provide training to Managers that will keep them up-to-date with employment law issues and allow them to 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	FY15 Actual	FY16 Estimate	FY17 Budget
Applicant Testing	190	224	225
Benefit Orientation For New And Promoted Employees	92	100	100
Employees With Separation Of Service	34	35	35
Interviews Conducted	250	300	300
New Hired, Re-Hired And Promoted Employees And Volunteers	165	198	200
Applications Received	1,150	1,072	1,072



# GENERAL FUND

## PERSONNEL ADMINISTRATION

	FY14 Actual	FY15 Actual	FY16 Budget	FY16 Estimate	FY17 Budget
<b>Expenditures by Classification</b>					
Personnel Costs	\$ 281,378	\$ 276,521	\$ 283,350	\$ 279,281	\$ 284,289
Services and Other Charges	4,662,943	4,869,071	4,995,078	4,850,346	4,787,744
Supplies	9,898	3,530	14,440	9,790	14,105
Property	2,044	-	950	5,250	950
<b>Subtotal</b>	<b>\$ 4,956,263</b>	<b>\$ 5,149,122</b>	<b>\$ 5,293,818</b>	<b>\$ 5,144,667</b>	<b>\$ 5,087,088</b>
Cost Recovery	(4,798,229)	(4,991,324)	(5,127,739)	(4,980,594)	(4,904,012)
<b>General Fund Total</b>	<b>\$ 158,034</b>	<b>\$ 157,798</b>	<b>\$ 166,079</b>	<b>\$ 164,073</b>	<b>\$ 183,076</b>
<b>Expenditures by Activity</b>					
Personnel Administration	\$ 4,951,767	\$ 5,148,727	\$ 5,287,963	\$ 5,145,792	\$ 5,081,233
Wellness Program	4,496	395	5,855	875	5,855
<b>Total</b>	<b>\$ 4,956,263</b>	<b>\$ 5,149,122</b>	<b>\$ 5,293,818</b>	<b>\$ 5,146,667</b>	<b>\$ 5,087,088</b>
<b>Staffing</b>					
HR/Risk Manager	1.00	1.00	1.00	1.00	1.00
Human Resources Specialist	2.00	2.00	2.00	2.00	2.00
Administrative Assistant	1.00	1.00	0.00	1.00	0.00
Office Specialist II	0.00	0.00	1.00	0.00	1.00
<b>Total</b>	<b>4.00</b>	<b>4.00</b>	<b>4.00</b>	<b>4.00</b>	<b>4.00</b>



# GENERAL FUND

## PERSONNEL ADMINISTRATION

	FY14 Actual	FY15 Actual	FY16 Budget	FY16 Estimate	FY17 Budget
<b>Personnel Costs</b>					
Regular Full-Time	212,454	207,262	211,899	206,577	213,574
Other Wages	-	-	-	-	-
Overtime	669	-	500	-	-
Accrued Leave Paid	-	-	1,732	5,524	1,775
Health Insurance	45,409	47,040	46,080	44,256	46,080
Medicare	2,925	2,905	3,104	3,031	3,121
ICMA Retirement	19,289	18,767	19,222	19,177	19,329
Workers Compensation	632	547	813	716	410
<b>TOTAL CATEGORY</b>	<b>281,378</b>	<b>276,521</b>	<b>283,350</b>	<b>279,281</b>	<b>284,289</b>
<b>Services and Other Charges</b>					
Business Meals	-	-	-	-	-
Medical Services	2,922,739	3,072,757	3,026,793	2,947,086	2,954,049
Post accident drug screens and breath alcohol tests				5,542	4,600
New & renewal CDL drug screens 40 @ \$45.00				1,800	1,800
Mandated (parks & ww) medical evaluation.15@\$40.00				600	600
Mandated hearing test 88 @ \$25.00 and 5@\$125				2,825	2,825
Test to verify immunity for HEPB previous vaccinations 5@\$81.00				405	405
CDL physicals 40@\$180.00				7,200	7,200
Monthly fee plus CDL random drug & breath alcohol screens				4,020	4,020
Baseline physicals for police 4 @ \$450				1,800	1,800
Independent medical evaluations X 2 average range cost of \$1500.00 each				3,000	3,000
NAEBT-Med/Rx/Dental/Vision				2,880,600	2,867,799
NAEBT-High Deductible Plan Match				39,294	60,000
Pre-Employment Medical	11,485	12,875	10,900	10,630	10,900
Pre employment physicals x 30 @ \$200.00 each				5,800	6,000
Pre employment drug screens for conditional offers 140 @ \$35.00 each				4,830	4,900
Other Professional Services	125	252	660	660	660
DMV random reports 2 or less per month @ \$15.00 each				360	360
DMV random transit employees per calendar year 20 @ \$15.00 each				300	300
Benefit Plans Administrator	408,809	457,131	560,885	501,165	555,171
NAEBT-Premiums/Claim Admin/Gen Expenses				446,420	499,171
NAEBT-Long term disability insurance				54,745	56,000
Background Screening	12,402	8,334	12,500	12,500	12,500
Pre employment backgrounds plus service fee				12,500	12,500
Contract Labor	-	2,434	6,000	6,000	6,000
Hearing officer for grievance process x 1				6,000	6,000
Equip. and Vehide Rental	307	(223)	-	-	-
Property and Risk Premium	551,978	613,171	625,000	632,085	651,048
General liability and excess coverage				632,085	651,048
Property and Risk Insurance	4,887	7,336	6,544	6,544	6,596
Workers Comp Premium	597,748	463,702	531,020	520,000	375,000
Premium based on gross wages and emod factor				520,000	375,000



# GENERAL FUND

## PERSONNEL ADMINISTRATION

	FY14 Actual	FY15 Actual	FY16 Budget	FY16 Estimate	FY17 Budget
<b>Services and Other Charges</b>					
Losses	142,472	217,662	200,000	200,000	200,000
RM-Deductible, Claims Settled In House And Damages				175,000	175,000
WC-Deductible For WC Medical Claims				25,000	25,000
Other Advertising	4,052	3,130	2,100	5,640	2,600
Special ads/brochure 1 x \$600 ea.				-	600
Advertising of open positions				5,640	2,000
Custom Printing	-	75	180	180	180
Envelopes				140	140
Business Cards 1 @ \$40.00 each				40	40
Per Diem	81	222	729	549	737
CPR/first aid/AED instructor training				68	68
IMSA for 4 PW roads employees				166	332
Pool operator certification				19	19
Independent medical evaluation				100	100
Pest control certification				-	22
Annual HR conference				102	102
Certified risk manager.				94	94
Lodging	410	1,508	3,192	2,507	3,540
Pool operator cert. for 1 employee				-	335
CPR/first aid/AED instructor training				600	600
IMSA for 4 roads employees				502	1,200
AZ PRIMA summer educational series				275	275
Certified risk manager				460	460
Independent medical evaluation				220	220
Annual HR conference				450	450
Transportation	958	817	1,463	1,383	1,383
AZ PRIMA summer educational series				263	263
Certified risk manager				220	220
Annual HR conference				125	125
Reimburse HR staff local travel				75	75
Independent medical evaluations				475	475
Local travel with City vehicle				150	150
Reimbursement for risk staff local travel				75	75
Local Mileage Reimbursement	46	-	-	-	-
Seminars and Conferences	594	3,550	3,962	3,175	4,225
Required cert. risk mgr. continuing edu. credits				420	420
AZ PRIMA summer educational series				295	295
Pest control cert. 2 PW employees				-	500
Pool operator cert. 2 day course for 2 parks employees				295	295
IMSA for 4 PW roads employees				870	1,420
Annual HR conference				1,295	1,295
Books and Subscriptions	1,780	2,195	385	442	390
29 CFR 1910 OSHA gnrl. industry standards 1				84	-
Poster compliance fed. & state				75	79
AM BEST on line service for rating certificates				175	176





# GENERAL FUND

## PERSONNEL ADMINISTRATION

	FY14 Actual	FY15 Actual	FY16 Budget	FY16 Estimate	FY17 Budget
<b>Services and Other Charges</b>					
Pest control certification manuals				-	135
29 CFR 1926 construction reg. standards 1				108	-
Dues and Memberships	1,374	1,892	1,575	1,575	1,575
Certified risk manager renewal				120	120
National safety council instructor renewal for 3				120	120
Pest ctrl cert. dues and fingerprint chrgs for 2				218	218
Arizona public risk management association				55	55
Public risk management association renewal				385	385
SHRM membership dues x 2				380	380
International public management association				149	149
Notary renewal				148	148
Meeting Expenses	19	-	50	50	50
Water for interviews				50	50
<b>TOTAL CATEGORY</b>	<b>4,662,266</b>	<b>4,868,820</b>	<b>4,993,938</b>	<b>4,852,171</b>	<b>4,786,604</b>
<b>Supplies</b>					
Training Supplies	-	-	592	592	592
First aid and CPR training for req. positions				432	432
First aid and CPR training for non-req. positions				160	160
Office Supplies	2,374	670	2,005	1,575	1,875
General office supplies				200	500
Personnel files				100	100
Pens and pencils for testing				100	100
1 Remanufactured black toner cartridge for fax				50	50
Human resources office supplies				550	550
Orientation packet supplies - covers, combs and cardstock				100	100
HP Office jet Pro 8100				170	170
ID supplies; sleeves, straps, ribbons and ID cards				305	305
Specialty Supplies	1,429	1,128	5,820	5,120	5,120
Personal protective equipment				2,620	2,620
Safety incentive program with quarterly and misc. awards				500	500
First aid supplies				2,000	2,000
Computer Software	932	-	-	-	-
Testing Supplies	1,345	1,588	1,308	1,803	1,803
60 study guides				535	535
Corporal testing - based on 25 applicants				495	495
Police officer tests 50 twice a year				773	773
<b>TOTAL CATEGORY</b>	<b>6,080</b>	<b>3,386</b>	<b>9,725</b>	<b>9,090</b>	<b>9,390</b>
<b>Property</b>					
Computer Equipment<\$5,000	108	-	-	-	-
Equipment<\$5,000	1,936	-	950	5,250	950
2 ergo chairs @ \$300,various ergo supplies @ \$350				950	950
Replacement filters PD gas masks				4,300	-
<b>TOTAL CATEGORY</b>	<b>2,044</b>	<b>-</b>	<b>950</b>	<b>5,250</b>	<b>950</b>
<b>TOTAL</b>	<b>4,951,767</b>	<b>5,148,727</b>	<b>5,287,963</b>	<b>5,145,792</b>	<b>5,081,233</b>



# GENERAL FUND

## WELLNESS PROGRAM

	FY14 Actual	FY15 Actual	FY16 Budget	FY16 Estimate	FY17 Budget
<b>Services and Other Charges</b>					
Business Meals	678	251	750	175	750
Food for vendors and participants at health, wellness & safety expo				175	750
Books and Subscriptions	-	-	390	-	390
Wellness & Safety Pamphlets				-	390
<b>TOTAL CATEGORY</b>	<b>678</b>	<b>251</b>	<b>1,140</b>	<b>175</b>	<b>1,140</b>
<b>Supplies</b>					
Office Supplies	3,818	144	4,715	700	4,715
Health, Wellness and Safety Expo Kids Items				-	125
Health, Wellness and Safety Expo Raffle Items				-	500
Health, Wellness and Safety Expo Bags				700	2,500
Certificates for wellness programs				-	50
Health, Wellness and Safety Expo Stuffers for Bags				-	800
Incentives and Giveaways				-	300
Health, Wellness and Safety Expo decorations, invitations, badges, markers, stamps etc.				-	440
<b>TOTAL CATEGORY</b>	<b>3,818</b>	<b>144</b>	<b>4,715</b>	<b>700</b>	<b>4,715</b>
<b>Property</b>					
Computer Equipment <\$5,000	-	-	-	-	-
Equipment <\$5,000	-	-	-	-	-
<b>TOTAL CATEGORY</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>
<b>TOTAL</b>	<b>4,496</b>	<b>395</b>	<b>5,855</b>	<b>875</b>	<b>5,855</b>
<b>GRAND TOTAL</b>	<b>4,956,263</b>	<b>5,149,122</b>	<b>5,293,818</b>	<b>5,146,667</b>	<b>5,087,088</b>



# GENERAL FUND

## ECONOMIC DEVELOPMENT

	FY14 Actual	FY15 Estimate	FY16 Budget	FY16 Estimate	FY17 Budget
<b>Expenditures by Classification</b>					
Services and Other Charges	114,859	120,463	90,100	87,763	107,386
Supplies	-	-	-	934	934
<b>Total</b>	<b>\$ 114,859</b>	<b>\$ 120,463</b>	<b>\$ 90,100</b>	<b>\$ 88,697</b>	<b>\$ 108,320</b>
<b>Expenditures by Activity</b>					
Economic Development	\$ 114,859	\$ 120,463	\$ 90,100	\$ 88,697	\$ 108,320
<b>Total</b>	<b>\$ 114,859</b>	<b>\$ 120,463</b>	<b>\$ 90,100</b>	<b>\$ 88,697</b>	<b>\$ 108,320</b>



# GENERAL FUND

## ECONOMIC DEVELOPMENT

	FY14 Actual	FY15 Actual	FY16 Budget	FY16 Estimate	FY17 Budget
<b>Services and Other Charges</b>					
Chamber Tourism	54,000	55,000	60,000	60,000	60,000
Chamber of Commerce Tourism Contract				60,000	60,000
Economic Dev Authority	60,000	60,000	-	-	-
Other Professional Services	859	5,463	30,000	20,500	30,000
Economic Development Initiatives				20,500	30,000
Permitting and Misc. Fees	-	-	-	1,900	1,900
International Council of Shopping Centers - Booth Rental				1,900	1,900
Equip. & Vehicle Rental	-	-	-	700	700
International Council of Shopping Centers - Furniture rental				700	700
Custom Printing	-	-	-	2,000	12,000
International Council of Shopping Centers - Banners				2,000	2,000
Baby Boomer Recruitment				-	10,000
Per Diem	-	-	-	486	486
International Council of Shopping Centers				486	486
Lodging	-	-	-	1,197	1,320
International Council of Shopping Centers				1,197	1,320
Seminars & Conferences	-	-	-	530	530
International Council of Shopping Centers				530	530
Dues and Memberships	-	-	100	450	450
International Council of Shopping Centers				100	100
Starlight Sponsor Arizona Association for Economic Development				350	350
<b>TOTAL CATEGORY</b>	<b>114,859</b>	<b>120,463</b>	<b>90,100</b>	<b>87,763</b>	<b>107,386</b>
<b>Supplies</b>					
Specialty Supplies	-	-	-	934	934
International Council of Shopping Centers - booth supplies				934	934
<b>TOTAL CATEGORY</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>934</b>	<b>934</b>
<b>TOTAL</b>	<b>114,859</b>	<b>120,463</b>	<b>90,100</b>	<b>88,697</b>	<b>108,320</b>



# GENERAL FUND

## CAPITAL OUTLAY

	FY14 Actual	FY15 Actual	FY16 Budget	FY16 Estimate	FY17 Budget
<b>Expenditures by Classification</b>					
Site Improvements	\$ 67,466	\$ (2,588)	\$ 22,500	\$ 22,500	\$ 110,000
Machinery & Equipment	21,441	5,700	30,000	43,152	196,458
Vehicles	186,717	21,148	315,794	300,325	150,736
Computer Related Equipment	49,901	120,316	286,000	286,000	202,000
<b>Total</b>	<b>\$ 325,525</b>	<b>\$ 144,576</b>	<b>\$ 654,294</b>	<b>\$ 651,977</b>	<b>\$ 659,194</b>
<b>Expenditures by Activity</b>					
Culture and Recreation	\$ 77,611	\$ (2,588)	\$ 28,500	\$ 28,652	\$ 160,800
General Government	82,345	147,164	310,000	313,000	217,000
Health	-	-	-	10,000	-
Public Safety	165,569	-	315,794	300,325	281,394
<b>Total</b>	<b>\$ 325,525</b>	<b>\$ 144,576</b>	<b>\$ 654,294</b>	<b>\$ 651,977</b>	<b>\$ 659,194</b>



# GENERAL FUND

## CAPITAL OUTLAY

	FY14 Actual	FY15 Actual	FY16 Budget	FY16 Estimate	FY17 Budget
<b>Capital Outlay</b>					
Site Improvements	67,466	(2,588)	22,500	22,500	110,000
Ken Fovargue Pool solar project grant match				-	30,000
Rotary Park Electrical Enclosure - Phase II				7,500	7,500
Rotary Park Electrical Enclosure - Phone - Phase II				7,500	7,500
Asphalt Repair and Maintenance in City Parks				-	50,000
Ken Fovargue Splash Pad - grant match				-	7,500
Rotary Park Trash Dumpster Enclosure - Phase II				7,500	7,500
<b>TOTAL</b>	<b>67,466</b>	<b>(2,588)</b>	<b>22,500</b>	<b>22,500</b>	<b>110,000</b>
Machinery and Equipment	21,441	5,700	30,000	43,152	196,458
30 HP Well Pump and Motor for Community Park or Rotary Park Wells.				-	7,500
7 HP Well Pump and Motor for Community Park				-	5,000
20 HP Well Pump and Motor for Ken Fovargue Park or Don Sullivan Park.				-	6,300
Replace 10 HP Pump and Motor for Pool				-	7,000
Section 30 Well Pump				-	25,000
Automated Pool Sweeper				6,152	-
Replace Air Conditioner for Suddenlink Gym				15,000	-
Replace Air Conditioner Split Units				12,000	15,000
Small mobile fingerprint ID units for field use				-	5,682
Replace Livescan booking workstation				-	34,976
Replace MorphoBIS AFIS workstation				-	90,000
Replace swamp cooler in Kennel with air conditioner with heat pump				10,000	-
<b>TOTAL</b>	<b>21,441</b>	<b>5,700</b>	<b>30,000</b>	<b>43,152</b>	<b>196,458</b>
Vehicles	186,717	21,148	315,794	300,325	150,736
PD Patrol vehicles (3)				-	150,736
Fund balance-PD transport vans (2)				58,610	-
Fund balance-PD vehicles (2)				99,568	-
Fund balance-PD boats (2)				142,147	-
<b>TOTAL</b>	<b>186,717</b>	<b>21,148</b>	<b>315,794</b>	<b>300,325</b>	<b>150,736</b>
Computer Related Equipment	49,901	120,316	286,000	286,000	202,000
Fund Balance - PD In-Car Mobile Computers and Server				162,000	-
Replace network switches				-	90,000
Fund Balance - PD Storage Area Network				34,000	-
Fund Balance - Replace Network Switches				90,000	-
Replace PD Radio links				-	50,000
Replace document storage server				-	30,000
Add data storage to Police Department Network				-	32,000
<b>TOTAL</b>	<b>49,901</b>	<b>120,316</b>	<b>286,000</b>	<b>286,000</b>	<b>202,000</b>
<b>TOTAL CATEGORY</b>	<b>325,525</b>	<b>144,575</b>	<b>654,294</b>	<b>651,977</b>	<b>659,194</b>
<b>TOTAL</b>	<b>325,525</b>	<b>144,575</b>	<b>654,294</b>	<b>651,977</b>	<b>659,194</b>



# SPECIAL REVENUE FUNDS

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## Special Revenue Funds

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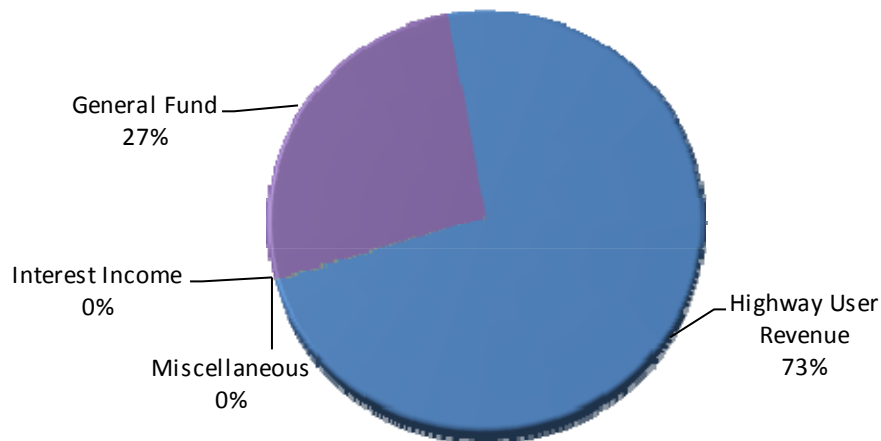
**Streets Fund**  
**Transit Fund**  
**Special Events**  
**Water Impost Fund**  
**Senior Nutrition Fund**  
**Pest Abatement**  
**Special Assessments Administration Fund**  
**RICO Fund**  
**Arts Fund**  
**Real Estate Owned Fund**  
**Court Enhancement Fund**  
**Court Judicial Collection Enhancement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



# SPECIAL REVENUE FUNDS

## STREETS FUND

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







# SPECIAL REVENUE FUNDS

## STREETS FUND

The following table illustrates the activity of this fund for from FY14 to FY17.

	FY14 Actual	FY15 Actual	FY16 Budget	FY16 Estimate	FY17 Budget
<b>Beginning Fund Balance, 7/1</b>	\$ 770,921	\$ 1,053,028	\$ 357,387	\$ 357,387	\$ 141,844
<b>Revenues</b>					
Highway User Revenue	\$ 3,186,053	\$ 3,416,415	\$ 3,475,007	\$ 3,475,007	\$ 3,642,075
Interest Income	344	600	-	300	300
Miscellaneous	6,531	1,325	21,218	13,797	3,000
General Fund	-	-	831,389	808,940	1,345,073
<b>Total Revenues</b>	<b>\$ 3,192,928</b>	<b>\$ 3,418,340</b>	<b>\$ 4,327,614</b>	<b>\$ 4,298,044</b>	<b>\$ 4,990,448</b>
<b>Expenditures</b>					
Highways and streets	\$ (2,291,077)	\$ (2,292,569)	\$ (2,374,991)	\$ (2,306,820)	\$ (2,475,109)
Debt Service	(332,171)	(332,196)	(1,085,567)	(1,053,523)	(988,948)
Capital Outlay	(113,806)	(20,072)	-	(13,911)	(431,125)
Capital projects	(173,767)	(1,469,144)	(1,137,588)	(1,139,333)	(1,225,000)
<b>Total Expenditures</b>	<b>\$ (2,910,821)</b>	<b>\$ (4,113,981)</b>	<b>\$ (4,598,146)</b>	<b>\$ (4,513,587)</b>	<b>\$ (5,120,182)</b>
<b>Ending Fund Balance, 6/30</b>	<b>\$ 1,053,028</b>	<b>\$ 357,387</b>	<b>\$ 86,855</b>	<b>\$ 141,844</b>	<b>\$ 12,110</b>

Fund balance available as of July 1, 2016 is estimated at \$141,844. This amount along with the anticipated funding sources of \$4,990,448 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 FY2017 total \$5,120,182. This leaves an estimated ending balance of \$12,110.

### Funding Sources:

**Arizona Highways Users Revenue:** The FY2017 revenue estimate of \$3,642,075 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

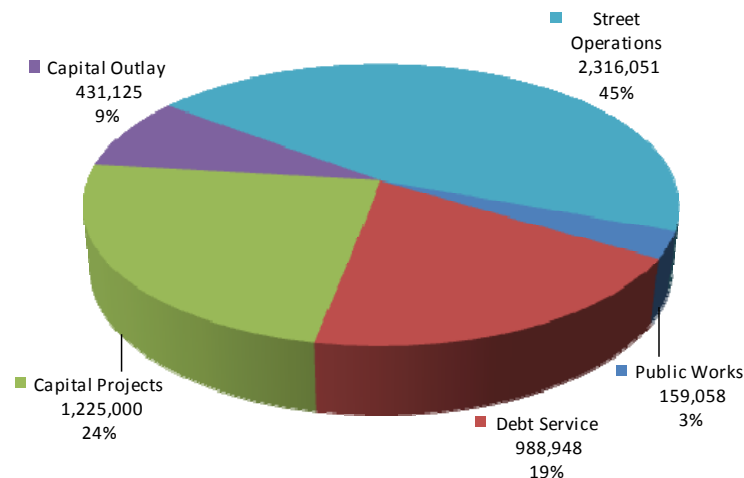
## STREETS FUND

**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

	FY14 Actual	FY15 Actual	FY16 Budget	FY16 Estimate	FY17 Budget
Personnel	\$ 1,271,955	\$ 1,205,291	\$ 1,170,759	\$ 1,128,178	\$ 1,191,845
Services and other charges	466,454	495,559	501,684	487,249	507,110
Supplies	545,024	584,195	630,082	666,199	740,559
Property	7,645	7,524	12,871	15,599	11,000
Debt Service	32,171	32,196	67,545	67,545	-
Contingency	-	-	50,000	-	15,000
Capital Outlay	113,805	20,072	-	13,911	431,125
Subtotal	<u>\$ 2,437,054</u>	<u>\$ 2,344,837</u>	<u>\$ 2,432,941</u>	<u>\$ 2,378,681</u>	<u>\$ 2,896,639</u>
Transfers					
Debt Service	\$ 300,000	\$ 300,000	\$ 1,018,022	\$ 985,978	\$ 988,948
Capital Projects	173,767	1,469,144	1,137,588	1,139,333	1,225,000
Public Works	-	-	9,595	9,595	9,595
Subtotal	<u>\$ 473,767</u>	<u>\$ 1,769,144</u>	<u>\$ 2,165,205</u>	<u>\$ 2,134,906</u>	<u>\$ 2,223,543</u>
Grand Total	<u>\$ 2,910,821</u>	<u>\$ 4,113,981</u>	<u>\$ 4,598,146</u>	<u>\$ 4,513,587</u>	<u>\$ 5,120,182</u>





# 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 repairing street infrastructure, striping, patching, overlay service, sidewalks, curbs, handicap ramps, and shoulders as well as storm drainage infrastructure (washes, scuppers, pipes, retention/detention facilities, cleaning, maintenance and improvements. Alleyway and shoulder maintenance, street lights, street signage, and traffic signals are also handled by this division.

### FY 2015-2016 Highlights

- ✓ Chip Sealing project as part of Resource Sharing with Mohave County
- ✓ Moved the Little Red School House to Community Park
- ✓ Cracksealed more than 60 lane miles of streets
- ✓ Overlaid 10 lane miles of Parkway
- ✓ Repaved Rio Drive
- ✓ Rebuilt intersection at Ramar Road and Yale Drive
- ✓ Rebuilt drain on Hancock
- ✓ Installed curbs on Toro Drive and Williams Drive, and at Calle De Mercado for flood control
- ✓ Flood control improvements on Hickory Street.
- ✓ Widened Monte Vista Asphalt and curb
- ✓ Flood control improvements on San Felipe Road
- ✓ Widened Ramar Plaza 2 feet with 80' roll curb, 100' extruded curb and 8 tons of asphalt
- ✓ Flood control improvements on Landon Drive
- ✓ Flood control and landscape improvements at Desert Trails
- ✓ Safety improvements at the Mohave Drive/Miracle Mile intersection
- ✓ Installed flagstone monuments at Community Park, Ken Fovargue Park and Animal Control
- ✓ Installed 2 handicap ramps and 192' of sidewalk on Landon Drive



# SPECIAL REVENUE FUNDS

## STREETS FUND

### FY 2016-2017 Objectives

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

MEASURE	FY15 Actual	FY16 Estimate	FY17 Budget
Shoulder Maintenance (lane miles)	80	80	80
Crack Seal Used (lane miles)	35	60	60
Curb Gutter and Sidewalk (linear feet)	6,843	12,000	12,000
Average Turn Around Time for Customer Service Request	1	1	1
Road Striping (linear feet)	157,104	150,000	150,000



# SPECIAL REVENUE FUNDS

## STREETS FUND

### Street Operations

Expenditure Summary	FY14 Actual	FY15 Actual	FY16 Budget	FY16 Estimate	FY17 Budget
<b>Expenditures by Classification</b>					
Personnel Costs	\$ 1,157,016	\$ 1,100,168	\$ 1,211,827	\$ 1,175,835	\$ 1,247,272
Services and Other Charges	543,839	579,652	597,398	579,101	604,618
Supplies	539,913	581,454	630,882	666,999	739,359
Property	6,227	7,524	12,871	15,599	11,000
Capital Outlay	113,805	84,415	57,938	70,324	431,125
Contingency	-	-	50,000	-	15,000
<b>Subtotal</b>	<b>\$ 2,360,800</b>	<b>\$ 2,353,213</b>	<b>\$ 2,560,916</b>	<b>\$ 2,507,858</b>	<b>\$ 3,048,374</b>
<b>Cost Recovery</b>	<b>(241,510)</b>	<b>(346,726)</b>	<b>(360,561)</b>	<b>(353,732)</b>	<b>(310,793)</b>
<b>Total</b>	<b>\$ 2,119,290</b>	<b>\$ 2,006,487</b>	<b>\$ 2,200,355</b>	<b>\$ 2,154,126</b>	<b>\$ 2,737,581</b>
<b>Expenditures by Program</b>					
Highway and Streets	\$ 2,360,800	\$ 2,353,213	\$ 2,560,916	\$ 2,507,858	\$ 3,048,374
<b>Total</b>	<b>\$ 2,360,800</b>	<b>\$ 2,353,213</b>	<b>\$ 2,560,916</b>	<b>\$ 2,507,858</b>	<b>\$ 3,048,374</b>
<b>Staffing</b>					
Field Operations Manager	1.00	1.00	1.00	1.00	1.00
Foreman	1.00	1.00	1.00	0.00	0.00
Maintenance Worker I	11.00	11.00	11.00	11.00	11.00
Maintenance Worker II	3.00	3.00	3.00	3.00	3.00
Maintenance Worker III	2.00	2.00	2.00	3.00	3.00
Office Assistant II	1.00	1.00	1.00	1.00	1.00
<b>Highways &amp; Streets</b>	<b>19.00</b>	<b>19.00</b>	<b>19.00</b>	<b>19.00</b>	<b>19.00</b>



# SPECIAL REVENUE FUNDS

## STREETS FUND

### Street Operations

	FY14 Actual	FY15 Actual	FY16 Budget	FY16 Estimate	FY17 Budget
<b>Personnel Costs</b>					
Regular Full-Time	634,619	632,561	698,036	682,299	742,971
Other Wages	95,033	57,242	80,071	74,094	80,187
Stand By Wages	15,222	16,466	17,597	15,615	17,597
Overtime	32,603	30,700	30,000	39,644	30,000
Accrued Leave Paid	2,880	-	5,482	4,647	5,518
Health Insurance	216,675	222,264	216,576	201,264	224,640
Social Security	6,453	3,949	4,964	3,647	4,972
Medicare	10,661	10,003	12,052	11,284	12,706
ICMA Retirement	61,854	61,152	67,480	66,587	71,546
Unemployment Compensation	916	-	-	-	-
Workers Compensation	80,102	65,832	79,569	76,754	57,135
<b>TOTAL CATEGORY</b>	<b>1,157,016</b>	<b>1,100,168</b>	<b>1,211,827</b>	<b>1,175,835</b>	<b>1,247,272</b>
<b>Services and Other Charges</b>					
Business Meals	-	-	-	-	1,500
Annual State Transportation Board meeting				-	1,500
Other Professional Services	-	3,000	12,000	22,175	22,175
Annual Traffic Signal Testing and Certification				10,175	10,175
Traffic Signal Specialist for emergency situations				12,000	12,000
Permitting and Misc Fees	215	140	360	140	140
CDL testing fees				140	140
Water	14,407	12,735	13,600	16,561	15,900
1235 Alonas Way Hydrant Acct 0368292				3,244	3,300
1857 Riviera Blvd Acct 0089876				173	-
1891 Riviera Blvd Acct 0089872				173	-
1920 Riviera Blvd Acct 0089871				173	-
2031 Klondike Way Hydrant Acct 0168656				6,275	6,800
270 Lee Dr Hydrant Acct 0144850				2,700	2,800
613 Ramar Rd Irr Acct 0089848				173	-
673 Ramar Rd Irr Acct 0089844				173	-
791 Ramar Rd Acct 089840				173	-
843 Ramar Rd Acct 0089841				173	-
886 Ramar Rd Acct 0089839				173	-
Locust and Oak Cir Hydrant Acct 0162226				2,958	3,000
Electric	91	-	-	-	-
Streets-Electricity	184,658	179,011	180,421	169,338	182,427
Security Lights Acct 031				4,158	4,167
Street Light Ped F Across from Chamber Acct 075				4,607	5,160
Street Light 1069 Riverfront Dr Acct 281				406	419
Street Light 1095 Hwy 95 Acct 306				4,606	4,797



# SPECIAL REVENUE FUNDS

## STREETS FUND

### Street Operations

	FY14 Actual	FY15 Actual	FY16 Budget	FY16 Estimate	FY17 Budget
<b>Services and Other Charges</b>					
Street Light 1110 Chaparral Dr Acct 299				330	335
Street Light 1128 Hwy 95 Ped G Acct 076				3,796	4,234
Street Light 1197 Hwy 95 Acct 305				4,470	5,465
Street Light 1392 Hancock Circle Acct 303				2,655	2,932
Street Light 1610 Hwy 95 Ped E Acct 074				3,574	4,019
Street Light 2091 Hwy 95 Acct 304				2,065	3,200
Street Light 2136 Hwy 95 Ped B Acct 082				4,001	4,440
Street Light 2150 Sierra Santiago Acct 086				2,086	2,340
Street Light 2206 Hi Jolly Acct 087				1,695	1,841
Street Light 2262 Pinta Rosa Acct 084				1,136	1,220
Street Light 2268 Hi Jolly Dr Acct 085				1,313	1,582
Street Light 2596 Landon Dr Acct 272				1,125	1,254
Street Light 3816 Rising Sun Rd Acct 188				3,739	4,068
Street Light 876 Marina Blvd Acct 189				939	1,410
Street Light 998 Hwy 95 Ped H Acct 077				4,570	4,843
Street Light Black Mtn/Miracle Mile Acct 047				828	880
Street Light Crnr Riverview Acct 166				899	968
Street Light Hwy 95/Air Park Acct 201				1,055	1,148
Street Light Hwy 95/Marina Blvd Ped A Acct 070				2,807	3,194
Street Light Hwy 95/Summit Wy Ped C Acct 072				3,825	4,310
Street Light La Puerta Rd Lights Acct 38493				427	450
Street Light Landon/Hwy 95 Acct 178				433	453
Street Light Ped 1640 Bullhead Pkwy Acct 271				2,793	2,800
Street Light Ped 2035 Lakeside Dr Acct 223				1,354	1,480
Street Light Ped 2557 Joshua Tree Ln Acct 269				1,164	1,201
Street Light Ped 2798 Desert Stars Acct 210				977	1,044
Street Light Ped J/Bridge Acct 079				1,567	1,823
Street Light Ped Mohave/Hwy 95 Acct 185				4,454	4,771
Street Light Ped NE Crnr Hwy 95/Pkwy Acct 187				4,673	5,115
Street Light Ped Rainbow/Hwy 95 Acct 186				4,491	4,823
Street Light Ped Riverview/Hwy 95 Acct 184				2,883	2,900
Street Light Pedestal D Acct 073				1,017	1,065
Street Light Pedestal I Acct 078				4,123	4,150
Street Light Riverbend Acct 171				1,499	1,503
Street Light Riviera Lts 213 Acct 181				15,071	15,085
Street Light Riviera Lts 69 Acct 182				12,555	12,572
Street Light Rnch Colo/Intrst Pl Acct 103				937	1,089
Street Light Rnch Colo/Intrst Pl Acct 104				846	941
Street Light Sunridge 100 Watts Acct 063				2,844	2,900
Street Light Sunridge 250 Watts Acct 066				2,178	2,185
Traffic Light 1615 Hwy 95 Acct 105				845	904
Traffic Light 1901 Hwy 95 Acct 273				1,132	1,185
Traffic Light 2425 Adobe Rd Acct 226				1,253	1,332



# SPECIAL REVENUE FUNDS

## STREETS FUND

### Street Operations

	FY14 Actual	FY15 Actual	FY16 Budget	FY16 Estimate	FY17 Budget
<b>Services and Other Charges</b>					
Traffic Light 3401 Hwy 95 Acct 274				747	775
Traffic Light Hancock Rd/Hancock Acct 056				13,519	14,508
Traffic Light Hancock/Clearwater Acct 059				587	600
Traffic Light Hancock/Lakeside Acct 061				589	642
Traffic Light Hancock/Trane Acct 060				606	646
Traffic Light Hwy 68/McCormick Acct 133				1,055	1,169
Traffic Light Hwy 95/3rd Street Acct 050				935	1,006
Traffic Light Hwy 95/5th Street Acct 302				735	796
Traffic Light Hwy 95/BH Pkwy Acct 094				966	1,055
Traffic Light Hwy 95/BH Square Acct 037				1,001	1,090
Traffic Light Hwy 95/Bridge Acct 030				1,925	1,975
Traffic Light Hwy 95/Hancock Acct 038				990	1,056
Traffic Light Hwy 95/Long Acct 264				866	925
Traffic Light Hwy 95/Marina Acct 036				1,075	1,134
Traffic Light Hwy 95/Meadows Acct 128				912	1,000
Traffic Light Hwy 95/Mohave Acct 145				925	930
Traffic Light Hwy 95/Plata Acct 021				978	1,063
Traffic Light Hwy 95/Ramar Acct 039				1,041	1,128
Traffic Light Hwy 95/Sams Club Acct 249				1,051	1,137
Traffic Light Hwy 95/Silver Creek Acct 026				3,283	3,710
Traffic Light Hwy 95/Walmart Acct 146				779	891
Traffic Light Locust/Parkway Acct 143				627	706
Traffic Light Marina/Lakeside Acct 115				775	987
Traffic Light Pkwy/Landon Acct 282				1,023	1,131
Traffic Light Pkwy/Oatman Rd Acct 292				849	947
Traffic Light Silver Crk/Pwky Acct 225				1,298	1,423
Telephone	4,801	4,920	5,030	5,015	5,030
763-5665				645	650
763-9400 - Basic System Charges - 5%				3,278	3,285
763-9400 - Telephone Service - 5%				1,092	1,095
Refuse	-	-	2,000	1,000	2,000
Landfill fees incurred by flood debris disposal				-	1,000
Landfill fees over usual roll off fee				1,000	1,000
General Equipment Repairs	9,238	5,394	7,000	7,000	7,000
Repairs to radios, batteries, etc.				1,000	1,000
Small tools and equipment repairs				6,000	6,000
Vehicle Repairs and Service	238,351	272,750	263,750	263,750	268,200
Community Worker Program				7,000	7,000
Flood Control Fund Fleet Rental Charges				87,295	88,808
HURF Fleet Rental Charges				169,455	172,392
Software/Hardware Agreement	1,959	1,990	2,040	3,288	2,000
Pavement management software maintenance				3,288	2,000
Others Repairs and Maintenance	9,875	10,656	10,525	350	-
Backflow certification and service				350	-





# SPECIAL REVENUE FUNDS

## STREETS FUND

### Street Operations

	FY14 Actual	FY15 Actual	FY16 Budget	FY16 Estimate	FY17 Budget
<b>Services and Other Charges</b>					
Equip. and Vehide Rental	4,488	8,693	13,700	6,512	10,500
Compressor rental for cracksealing				712	-
Equipment rental as needed				4,000	4,000
Rental equipment for flood cleanup				-	4,700
Tower site rental				1,800	1,800
Land and Building Lease	-	1,700	-	-	-
Property and Risk Insurance	71,446	71,777	73,705	73,705	74,294
Wifi Service	362	376	382	382	382
Street Maintenance Network Access				382	382
Cellular Service	2,167	2,775	2,867	3,356	2,952
Cellphones (4)				1,352	1,352
Radio Annual Service - Community Worker				204	195
Smartphones (2)				1,800	1,405
Custom Printing	37	-	100	42	100
Business cards				42	100
Per Diem	238	237	814	464	814
APWA Conference				-	170
Concrete training				152	152
IMSA Training				166	332
Management Training				11	-
Materials Pick Up				75	100
Slurry Systems Workshop				60	60
Lodging	-	1,220	2,325	1,625	2,325
APWA Conference				-	700
IMSA Training				1,100	1,100
Slurry Systems Workshop				525	525
Transportation	1,209	846	700	500	600
APWA Conference				-	100
Concrete Training				100	100
IMSA Training				200	200
Material Pick Up				150	150
Slurry System Workshop				50	50
Seminars and Conferencces	90	1,234	5,115	3,534	5,315
APWA Conference				-	1,400
Concrete Training				1,360	1,360
IMSA Training				1,500	1,880
Management Training				199	200
Plant, Insect & Landscape Professionals				85	85
Slurry System Workshop				390	390
Books and Subscriptions	-	-	600	-	600
Miscellaneous Training Books				-	600



# SPECIAL REVENUE FUNDS

## STREETS FUND

### Street Operations

	FY14 Actual	FY15 Actual	FY16 Budget	FY16 Estimate	FY17 Budget
Dues and Memberships	207	199	364	364	364
APWA Membership Dues				204	204
MSA Membership dues for 2 employees				160	160
<b>TOTAL CATEGORY</b>	<b>543,839</b>	<b>579,652</b>	<b>597,398</b>	<b>579,101</b>	<b>604,618</b>
<b>Supplies</b>					
Supplies-Street	36,491	43,667	50,160	46,500	54,000
Glass beads, striping paint				10,000	20,000
Grates, drainage covers, meter boxes				4,000	4,000
Tack oil				22,500	25,000
Traffic cones, barricades				10,000	5,000
Streets-Patching	130,570	259,981	215,000	215,000	215,000
Cold Patch				15,000	15,000
Crack Sealant				200,000	200,000
Streets-Asphalt	68,901	43,505	57,000	157,000	157,462
Additional Street Asphalt				100,000	-
Street Asphalt				57,000	157,462
Streets-Curb and Sidewalks	24,289	10,353	30,000	30,000	60,000
Concrete				30,000	60,000
Streets-Signs	21,948	21,284	25,000	25,000	25,000
Sign blanks and material				25,000	25,000
Office Supplies	6,100	5,919	5,900	5,800	6,400
Drinking Water				4,800	4,900
Miscellaneous Office Supplies				1,000	1,500
Specialty Supplies	92,213	74,796	76,250	76,250	80,350
Block Forms for Flood Control				2,000	-
Electrical parts				10,000	10,000
Flags for Highway, Hancock and Marina				5,000	5,000
Ice for shop				3,000	3,000
Operating supplies hardware, drill bits, paint				23,000	23,000
Propane				1,000	1,000
Safety supplies				4,500	4,600
Safety supplies for Community Worker Program				750	750
Steel needed for manufacturing items				5,000	5,000
Traffic signal & street light supplies				22,000	28,000
Computer Software	1,195	-	-	-	-
Gasoline	42,864	36,479	42,350	33,435	41,925
1,250 Gallons Community Worker Program @\$2.50/gal				3,619	3,125
15,000 gallons @ \$2.50/gal				28,516	37,500
16,250 gallons Fuel Facility Charge @ \$.08/gal				1,300	1,300
Diesel	103,163	74,234	114,900	63,692	84,900
30,000 Gallons @\$2.75/gal				61,292	82,500
30,000 Gallons Fuel Facility Charge @\$0.08/gal				2,400	2,400



# SPECIAL REVENUE FUNDS

## STREETS FUND

### Street Operations

	FY14 Actual	FY15 Actual	FY16 Budget	FY16 Estimate	FY17 Budget
<b>Supplies</b>					
Uniforms	7,739	6,488	9,322	9,322	9,322
New Hire Pants (2) 5 ea (\$17)				170	170
New Hire Shirts (2) 5 ea (\$15)				150	150
Replacement Jackets (10) \$120				1,200	1,200
Replacement of Steel Toed Boots (25) incl Temps				3,750	3,750
Replacement Pants 3 for 19 (\$17)				969	969
Replacement Shirts 3 for 19 (\$15)				855	855
Sun Hats 28 (\$11)				308	308
Temp Pants 5 for 6 (\$17)				1,020	1,020
Temp Shirts 5 for 6 (\$15)				900	900
Chemical Products	4,442	4,748	5,000	5,000	5,000
Weed control supplies for rights-of-way				5,000	5,000
<b>TOTAL CATEGORY</b>	<b>539,913</b>	<b>581,454</b>	<b>630,882</b>	<b>666,999</b>	<b>739,359</b>
<b>Property</b>					
Appliances	647	-	-	-	-
Tools	4,650	5,314	10,371	10,371	11,000
Chainsaws				3,700	3,700
Metal Detector				371	-
Tool Boxes with Tools				2,000	2,000
Torches and Drills				3,300	3,300
Trimmers				1,000	2,000
Computer Equipment<\$5,000	930	930	-	-	-
Equipment<\$5,000	-	1,280	2,500	5,228	-
Radios and Accessories 6 each				5,228	-
<b>TOTAL CATEGORY</b>	<b>6,227</b>	<b>7,524</b>	<b>12,871</b>	<b>15,599</b>	<b>11,000</b>
<b>Capital Outlay</b>					
Machinery and Equipment	113,805	84,415	57,938	70,324	431,125
Air Compressor				13,911	-
Compact Excavator				56,413	-
Slurry seal/Microsurfacing Machine				-	431,125
<b>TOTAL CATEGORY</b>	<b>113,805</b>	<b>84,415</b>	<b>57,938</b>	<b>70,324</b>	<b>431,125</b>
<b>Contingency</b>					
Contingency	-	-	50,000	-	15,000
Contingency				-	15,000
<b>TOTAL CATEGORY</b>	<b>-</b>	<b>-</b>	<b>50,000</b>	<b>-</b>	<b>15,000</b>
<b>TOTAL</b>	<b>2,360,800</b>	<b>2,353,213</b>	<b>2,560,916</b>	<b>2,507,858</b>	<b>3,048,374</b>



# 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.



# SPECIAL REVENUE FUNDS

## TRANSIT FUND

	FY14 Actual	FY15 Actual	FY16 Budget	FY16 Estimate	FY17 Budget
<b>Expenditures by Classification</b>					
Personnel Costs	\$ 624,373	\$ 651,469	692,920	\$ 694,171	777,821
Services and Other Charges	188,851	218,604	233,934	232,321	263,254
Supplies	137,667	126,491	133,525	94,526	117,279
Property	25,444	29,996	2,000	1,843	-
Capital Outlay	124,813	41,768	184,700	126,426	159,000
<b>Total</b>	<b>\$ 1,101,148</b>	<b>\$ 1,068,328</b>	<b>\$ 1,247,079</b>	<b>\$ 1,149,287</b>	<b>\$ 1,317,354</b>
<b>Expenditures by Program</b>					
Senior Transportation	\$ 49,962	\$ 65,742	\$ 69,692	\$ 64,621	\$ 85,999
Transit	1,051,186	1,002,586	1,177,387	1,084,666	1,231,355
<b>Total</b>	<b>\$ 1,101,148</b>	<b>\$ 1,068,328</b>	<b>\$ 1,247,079</b>	<b>\$ 1,149,287</b>	<b>\$ 1,317,354</b>
<b>Staffing</b>					
Human Services & Transit Director	1.00	1.00	1.00	1.00	1.00
Transit Manager	0.00	0.00	0.00	0.00	1.00
Transit Operations Supervisor	1.00	1.00	1.00	1.00	1.00
Office Specialist I	1.00	1.00	1.00	1.00	1.00
Transit Bus Driver/Dispatch	5.00	5.00	6.00	6.00	6.50
<b>Total</b>	<b>8.00</b>	<b>8.00</b>	<b>9.00</b>	<b>9.00</b>	<b>10.50</b>



# 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.

### Department Description

The Bullhead Area Transit System (BATS) is the exclusive transportation provider within the City limits (Bullhead City Code Chapter 13.12.020). 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.

### 2015-16 Highlights

- ✓ Further optimized services by implementing year 2 recommendations of the Short Range Transit Plan
- ✓ Implemented marketing recommendations contained in the SRTP
- ✓ Conducted the annual paratransit recertification process
- ✓ Applied for and was awarded a \$1 million FTA Section 5311 grant to continue rural transit service
- ✓ Updated the ADA Paratransit Plan and Title VI Civil Rights Plan
- ✓ Retained transit sponsorship with WARMC
- ✓ Continued participation with the WACOG Coordinated Council
- ✓ Implemented the fleet wide install of AVL/APC/AVAS software and public launch
- ✓ Implemented a fleet wide upgrade of bike racks, luggage racks, and fare boxes



# SPECIAL REVENUE FUNDS

## TRANSIT FUND

### 2016-17 Objectives

- ✓ Apply for FTA Section 5311 grant to continue rural transit service
- ✓ Further optimize current services by implementing year 3 recommendations of the SRTP
- ✓ Recertify paratransit passengers whose certification is expiring
- ✓ Train and recertify employees as needed
- ✓ Purchase one (1) new ADA accessible replacement paratransit van to maintain a reliable transit fleet
- ✓ Implement major route changes as detailed in the SRTP effecting all of the fixed routes

### Performance Indicators

MEASURE	FY15 Actual	FY16 Estimate	FY17 Budget
Deadhead miles as a percentage of total miles	1.20%	1.20%	1.20%
Paratransit service hours (demand)	3,758	4,000	4,000
Passenger Trips	181,485	183,000	185,000
Passenger trips per mile (demand)	0.11	0.12	0.12
Passenger trips per mile (fixed)	0.63	0.63	0.64
Recertify dial-a-ride passenger eligibility (demand)	8	50	50
Senior vehicle service hours (demand)	1,391	1,400	1,400
Trips per service hour (demand)	2.31	2.20	2.25
Trips per service hour (fixed)	9.98	9.88	10.14
Vehicle deadhead miles (fixed)	3,361	3,400	3,400
Vehicle service hours (fixed)	18,192	18,530	18,250
Vehicle service miles (demand)	79,387	74,000	75,000
Vehicle service miles (fixed)	286,046	290,000	290,000



# SPECIAL REVENUE FUNDS

## TRANSIT FUND

### Senior Transportation

	FY14 Actual	FY15 Actual	FY16 Budget	FY16 Estimate	FY17 Budget
<b>Personnel Costs</b>					
Regular Full-Time	23,728	28,004	31,950	28,578	34,650
Other Wages	-	15,596	10,194	9,853	20,403
Overtime	-	44	-	131	-
Accrued Leave Paid	-	-	506	-	390
Health Insurance	4,859	4,770	5,299	4,857	6,451
Social Security	11	967	632	611	1,265
Medicare	66	400	618	386	804
ICMA Retirement	2,106	2,558	2,891	2,625	3,136
Deferred Compensation	936	773	966	826	660
Workers Compensation	75	1,323	1,104	1,043	1,534
<b>TOTAL CATEGORY</b>	<b>31,780</b>	<b>54,435</b>	<b>54,160</b>	<b>48,910</b>	<b>69,293</b>
<b>Services and Other Charges</b>					
Business Meals	33	21	100	100	100
Volunteer Appreciation Meals for Senior Transit				100	100
Vehicle Repairs and Service	4,848	3,646	6,000	6,000	6,200
Preventive Maintenance Services				1,000	1,200
Tires				1,000	1,000
Repair Services/Parts				4,000	4,000
Software/ Hardware Agreement	-	1,500	1,225	2,725	2,725
Engraph Dispatch Software Annual Fees				1,225	1,225
Engraph Dispatch Software Maintenance Agreement				1,500	1,500
Property and Risk Insurance	1,744	2,367	2,452	2,452	2,472
Cellular Service	328	537	1,055	1,055	1,055
Senior Transit Cellphone (1)				396	396
Data Card for AVL Service (1)				415	415
Senior Transit Radio Service				244	244
Custom Printing	-	49	200	200	200
Printed Customer Info Materials				200	200
<b>TOTAL CATEGORY</b>	<b>6,953</b>	<b>8,119</b>	<b>11,032</b>	<b>12,532</b>	<b>12,752</b>
<b>Supplies</b>					
Awards	97	-	100	100	100
Volunteer Appreciation/Recognition				100	100
Gasoline	5,444	3,187	3,900	2,579	3,354
1,300 Gallons @\$2.50/gal				2,475	3,250
1,300 Gallons Fuel Facility Charge @\$.08/gal				104	104





# SPECIAL REVENUE FUNDS

## TRANSIT FUND

### Senior Transportation

	FY14 Actual	FY15 Actual	FY16 Budget	FY16 Estimate	FY17 Budget
Uniforms	495	-	500	500	500
Senior Transit Driver Uniforms and Accessories				500	500
<b>TOTAL CATEGORY</b>	<b>6,036</b>	<b>3,187</b>	<b>4,500</b>	<b>3,179</b>	<b>3,954</b>
<b>Property</b>					
Equipment <\$5,000	5,194	-	-	-	-
<b>TOTAL CATEGORY</b>	<b>5,194</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>
<b>TOTAL</b>	<b>49,962</b>	<b>65,742</b>	<b>69,692</b>	<b>64,621</b>	<b>85,999</b>



# SPECIAL REVENUE FUNDS

## TRANSIT FUND

### Bullhead Area Transit System (BATS)

	FY14 Actual	FY15 Actual	FY16 Budget	FY16 Estimate	FY17 Budget
<b>Personnel Costs</b>					
Regular Full-Time	289,411	273,804	329,522	326,801	379,030
Other Wages	153,474	160,909	134,564	150,544	140,986
Overtime	3,736	4,457	4,000	7,368	4,000
Accrued Leave Paid	-	5,154	2,847	2,224	1,987
Health Insurance	79,607	87,428	95,800	87,817	109,901
Social Security	9,696	9,975	8,343	9,789	8,741
Medicare	5,290	5,366	6,829	5,749	7,627
ICMA Retirement	26,358	25,626	30,184	29,033	34,664
Deferred Compensation	3,599	3,327	4,032	3,272	3,300
Unemployment Compensation	(1,555)	-	-	-	-
Workers Compensation	22,976	20,988	22,639	22,664	18,291
<b>TOTAL CATEGORY</b>	<b>592,593</b>	<b>597,034</b>	<b>638,760</b>	<b>645,261</b>	<b>708,527</b>
<b>Services and Other Charges</b>					
Legal Notices	-	705	175	175	175
Legal Notices for Public Hearings				175	175
Auditing Services	1,400	1,400	1,400	1,400	1,400
Auditing Services				1,400	1,400
Other Professional Services	-	4,450	-	-	-
Permitting and Misc Fees	-	55	-	-	-
Laboratory Services	-	90	2,000	-	2,000
Substance Abuse Program Testing				-	2,000
Water	471	-	-	-	-
Electric	1,787	-	-	-	-
Telephone	3,785	-	-	-	-
Vehicle Repairs and Service	144,119	152,091	142,000	142,000	167,000
Preventive Maintenance Services				15,000	20,000
Vehicle Tires				20,000	20,000
Vehicle Washing and Cleaning				7,000	7,000
Repair Services and Parts				100,000	120,000
Software/Hardware Agreement	-	1,570	14,025	15,525	15,657
Engraph Dispatch Software Annual Fees				1,225	1,225
Syncomatics Annual Fees AVL/APC/AVAS/IVR/SMS				12,000	12,132
Engraph Dispatch Software Maintenance Fee				1,500	1,500
Google Transit Annual Fees				800	800
Office Equipment Lease	791	777	800	800	800
Copier Lease				800	800
Property and Risk Insurance	18,270	39,383	40,733	40,733	41,059
Wifi Service	331	283	384	384	384
WIFI Internet Direct Expense Charges \$32/mo				384	384
Cellular Service	3,892	3,503	8,080	8,092	8,092
Cellphones (6)				2,382	2,382
Data Cards for AVL Services (10)				4,150	4,150
Transit Radio Service				1,560	1,560



# SPECIAL REVENUE FUNDS

## TRANSIT FUND

### Bullhead Area Transit System (BATS)

	FY14 Actual	FY15 Actual	FY16 Budget	FY16 Estimate	FY17 Budget
<b>Services and Other Charges</b>					
Other Advertising	1,505	434	3,175	3,000	3,000
Transit Advertising and Marketing				3,000	3,000
Custom Printing	2,288	1,407	4,000	4,000	4,000
Printing Transit Brochures, Coupons, Passes, Envelopes, Etc.				4,000	4,000
Per Diem	536	574	500	500	800
Reimbursable Travel Per Diem				500	800
Lodging	2,075	2,023	2,500	1,500	2,500
Reimbursable Travel Lodging				1,500	2,500
Transportation	570	1,143	2,500	1,000	1,000
RTAP Reimbursable Travel				1,000	1,000
Seminars and Conferenœes	468	469	500	550	2,500
Fully Reimbursable Arizona Transit Association Conf				300	300
Fully Reimbursable Additional Training Opportunities				-	300
Fully Reimbursable Southwest Transit Assoc Conf				250	500
Fully Reimbursable Community Transit Assoc of Amer Conf				-	800
Fully Reimbursable Passenger Safety and Security				-	600
Books and Subscriptions	66	129	130	130	135
Local Newspaper Subscription				130	135
<b>TOTAL CATEGORY</b>	<b>182,354</b>	<b>210,484</b>	<b>222,902</b>	<b>219,789</b>	<b>250,502</b>
<b>Supplies</b>					
Training Supplies	725	525	525	525	525
RTAP Reimbursable Supplies for Transit Staff Trainings				525	525
Office Supplies	1,059	1,020	1,000	1,000	1,600
Administrative Office Supplies				1,000	1,000
Dispatch Telephone Headset				-	600
Specialty Supplies	2,132	3,160	4,000	4,000	4,000
Supplies and Equipment, Cleaning Supplies, etc.				4,000	4,000
Computer Software	-	19,085	-	-	-
Gasoline	106,430	88,180	105,000	79,952	103,200
40,000 Gallons @\$2.50/gal				76,752	100,000
40,000 Gallons Fuel Facility Charge @\$0.08/gal				3,200	3,200
Diesel	13,402	10,051	15,000	1,870	-
Diesel Fuel at \$3.75/Gallon				1,870	-
Tires	4,179	-	-	-	-
Uniforms	3,249	1,283	3,500	4,000	4,000
Driver Uniforms				4,000	4,000
<b>TOTAL CATEGORY</b>	<b>131,176</b>	<b>123,303</b>	<b>129,025</b>	<b>91,347</b>	<b>113,325</b>
<b>Property</b>					
Computer Equipment<\$5,000	1,639	6,501	-	-	-
Equipment<\$5,000	18,612	23,495	2,000	1,843	-
Reinforced Plastic Route Info Holders x 20				1,843	-
<b>TOTAL CATEGORY</b>	<b>20,251</b>	<b>29,996</b>	<b>2,000</b>	<b>1,843</b>	<b>-</b>



# SPECIAL REVENUE FUNDS

## TRANSIT FUND

### Bullhead Area Transit System (BATS)

	FY14 Actual	FY15 Actual	FY16 Budget	FY16 Estimate	FY17 Budget
<b>Capital Outlay</b>					
Machinery and Equipment	119,421	41,768	184,700	105,981	64,500
Site Selection/NEPA for Transit Area				10,000	40,000
AVL/APC System				63,399	-
Bike racks, Fareboxes, Luggage Racks, and Annunciator System				32,582	24,500
Vehicles	-	-	-	20,445	71,500
New Replacement Golf Cart				-	5,000
New Replacement Bus- City portion				20,445	16,500
New Replacement Paratransit Van				-	50,000
Furniture and Fixtures	5,392	-	-	-	23,000
Bus Shelter Refurbishment / Powder Coating				-	13,000
Bus Shelter Concrete Pad and Installation				-	10,000
<b>TOTAL CATEGORY</b>	<b>124,813</b>	<b>41,768</b>	<b>184,700</b>	<b>126,426</b>	<b>159,000</b>
<b>TOTAL</b>	<b>1,051,186</b>	<b>1,002,586</b>	<b>1,177,387</b>	<b>1,084,666</b>	<b>1,231,354</b>
<b>GRAND TOTAL</b>	<b>1,101,148</b>	<b>1,068,328</b>	<b>1,247,079</b>	<b>1,149,287</b>	<b>1,317,354</b>



# 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. Line item details are located in the Culture-Recreation Section of the Budget.

	FY14 Actual	FY15 Actual	FY16 Budget	FY16 Estimate	FY17 Budget
<b>Expenditures by Classification</b>					
Personnel Costs	\$ 190,054	\$ 220,107	\$ 147,468	\$ 182,298	\$ 195,840
Services and Other Charges	567,461	678,258	761,802	737,756	1,213,090
Supplies	159,108	164,834	99,480	74,653	181,297
Property	7,116	9,146	6,200	7,538	18,095
<b>Total</b>	<b>\$ 923,739</b>	<b>\$ 1,072,345</b>	<b>\$ 1,014,950</b>	<b>\$ 1,002,245</b>	<b>\$ 1,608,322</b>
<b>Expenditures by Program</b>					
Other Special Events	211	-	-	-	-
River Regatta	889,306	1,032,952	968,350	966,440	1,023,562
Bluegrass Festival	30,482	32,560	42,810	33,332	40,878
Winter Fest	3,740	6,833	3,790	2,473	4,312
Senior Games	N/A	N/A	N/A	N/A	516,901
Farmers Market	N/A	N/A	N/A	N/A	22,669
<b>Total</b>	<b>\$ 923,739</b>	<b>\$ 1,072,345</b>	<b>\$ 1,014,950</b>	<b>\$ 1,002,245</b>	<b>\$ 1,608,322</b>
<b>Staffing</b>					
Office Specialist/Pool Manager	0.10	0.10	0.25	0.25	0.25
Revenue Manager	0.00	0.00	0.18	0.18	0.18
Sponsorship Coordinator	1.00	1.00	0.80	0.80	0.80
<b>Recreation</b>	<b>1.10</b>	<b>1.10</b>	<b>1.23</b>	<b>1.23</b>	<b>1.23</b>
<b>Total</b>	<b>1.10</b>	<b>1.10</b>	<b>1.23</b>	<b>1.23</b>	<b>1.23</b>



# 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.

	FY14 Actual	FY15 Actual	FY16 Budget	FY16 Estimate	FY17 Budget
<b>Expenditures by Classification</b>					
Personnel Costs	\$ 237,356	\$ 258,370	\$ 360,769	\$ 332,994	\$ 401,727
Services and Other Charges	111,407	87,754	361,275	94,258	368,549
Supplies	28,705	-	200,000	75,000	200,000
Capital Outlay	-	-	-	-	100,000
<b>Total</b>	<b>\$ 377,468</b>	<b>\$ 346,124</b>	<b>\$ 922,044</b>	<b>\$ 502,252</b>	<b>\$ 1,070,276</b>
<b>Expenditures by Program</b>					
General Government	\$ 309,402	\$ 234,221	\$ 723,914	\$ 327,951	\$ 818,127
Public Works	27,081	28,693	86,185	86,185	137,764
Executive	19,374	30,046	50,407	31,445	51,301
Legal Services	18,914	38,952	40,310	39,264	40,289
Financial Administration	2,697	14,066	14,783	14,767	15,204
Legislative	-	146	6,445	2,640	7,591
<b>Total</b>	<b>\$ 377,468</b>	<b>\$ 346,124</b>	<b>\$ 922,044</b>	<b>\$ 502,252</b>	<b>\$ 1,070,276</b>
<b>Staffing</b>					
City Council	0.00	0.00	0.35	0.35	0.35
City Manager	0.00	0.00	0.20	0.20	0.20
City Attorney	0.00	0.00	0.20	0.20	0.20
Public Works Director	0.00	0.00	0.20	0.20	0.20
Finance Director	0.00	0.00	0.05	0.05	0.05
Assistant Public Works Director	0.00	0.00	0.20	0.20	0.20
Assistant City Engineer	0.00	0.00	0.00	0.00	0.05
Sr. Administrative Analyst	0.00	0.00	0.10	0.10	0.10
Administrative Analyst	1.00	1.00	1.00	1.00	1.00
Office Administrator	0.00	0.00	0.20	0.20	0.20
Financial Technician	0.00	0.00	0.05	0.05	0.05
Senior Financial Specialist	0.00	0.00	0.05	0.05	0.05
Building Official	0.00	0.00	0.25	0.25	0.25
Code Enforcement Inspector	0.00	0.00	1.00	1.00	0.75
Office Assistant II	0.00	0.00	0.25	0.25	0.25
Engineering Inspector	0.00	0.00	0.00	0.00	0.20
GIS Designer	0.00	0.00	0.05	0.05	0.10
Utilities Engineering Associate	0.00	0.00	0.00	0.00	0.25
<b>Total</b>	<b>1.00</b>	<b>1.00</b>	<b>4.15</b>	<b>4.15</b>	<b>4.45</b>



# SPECIAL REVENUE FUNDS

## WATER IMPOST FUND

	FY14 Actual	FY15 Actual	FY16 Budget	FY16 Estimate	FY17 Budget
<b>Personnel Costs</b>					
Regular Full-Time	184,122	194,037	271,082	252,946	298,311
Other Wages	-	138	3,300	-	8,218
Accrued Leave Paid	-	-	88	819	2,482
Health Insurance	28,947	35,869	46,080	42,240	50,112
Social Security	-	7	205	-	510
Medicare	1,527	2,184	4,100	3,271	4,522
ICMA Retirement	16,827	17,797	24,790	23,182	27,255
Deferred Compensation	2,639	4,178	5,205	4,706	5,251
Workers Compensation	1,673	1,790	3,069	2,980	2,216
Employee Allowance	1,621	2,370	2,850	2,850	2,850
<b>TOTAL CATEGORY</b>	<b>237,356</b>	<b>258,370</b>	<b>360,769</b>	<b>332,994</b>	<b>401,727</b>
<b>Services and Other Charges</b>					
Legal Notices	299	-	-	-	-
Other Contracted Services	90,208	57,749	321,400	63,997	328,600
Bureau of Reclamation for Colorado River Water				4,065	5,000
Mohave County Water Authority Firming				50,400	60,000
Mohave County Water Authority savings for recovery fund				-	253,600
Lower Colorado River Multi-Species Conservation				9,532	10,000
Property and Risk Insurance	-	9,105	9,361	9,361	9,435
Custom Printing	-	-	-	-	-
Dues and Memberships	20,900	20,900	30,514	20,900	30,514
Mohave County Water Authority				20,900	30,514
<b>TOTAL CATEGORY</b>	<b>111,407</b>	<b>87,754</b>	<b>361,275</b>	<b>94,258</b>	<b>368,549</b>
<b>Supplies</b>					
Improvements Noncapital	28,705	-	200,000	75,000	200,000
Water Conservation				75,000	200,000
<b>TOTAL CATEGORY</b>	<b>28,705</b>	<b>-</b>	<b>200,000</b>	<b>75,000</b>	<b>200,000</b>
<b>Capital Outlay</b>					
Site Improvements	-	-	-	-	100,000
Effluent System Expansion					100,000
<b>TOTAL CATEGORY</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>100,000</b>
<b>TOTAL</b>	<b>377,468</b>	<b>346,124</b>	<b>922,044</b>	<b>502,252</b>	<b>1,070,276</b>



# 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 the greatest economic or social need. Staff augments the program by providing group activities and nutrition education on a regular basis.

### 2015-2016 Highlights

- ✓ Provide socialization opportunities for clients
- ✓ Renewed the professional service agreement with WARMC for senior meal preparation services
- ✓ Cooperated with WACOG in contract monitoring and was determined to be in compliance
- ✓ Provided a venue for a variety of senior services programs
- ✓ Bullhead City Meals on Wheels Site Council applied for and received a Harley Davidson corporate grant
- ✓ Partnered with the City Bible Church to update the kitchen with cleaning, new paint and minor repairs
- ✓ Updated Senior Programs web page
- ✓ Food manager certificates attained
- ✓ Successfully passed public health inspections
- ✓ Attended the Arizona 4 Aging Summit

### 2016-17 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 fund raisers to support the senior meals program
- ✓ Provide staff recertification training in food handler and food protection management
- ✓ Conduct a Super Noggin program





# SPECIAL REVENUE FUNDS

## SENIOR NUTRITION FUND

### Performance Indicators

<b>MEASURE</b>	<b>FY15 Actual</b>	<b>FY16 Estimate</b>	<b>FY17 Budget</b>
Congregate meals served	5,967	5,577	5,577
Home delivered meals	31,236	34,788	34,788
Number of dients receiving home delivered meals	184	172	170
Number of volunteer hours	7,994	8,116	8,116
Number of volunteers working in the program	37	32	32
Value of in-kind donations WARMC	\$32,417	\$30,630	\$30,630
Value of volunteer hours	\$64,352	\$65,334	\$65,334



# SPECIAL REVENUE FUNDS

## SENIOR NUTRITION FUND

	FY14 Actual	FY15 Actual	FY16 Budget	FY16 Estimate	FY17 Budget
<b>Expenditures by Classification</b>					
Personnel Costs	\$ 102,293	\$ 104,862	\$ 96,546	\$ 93,335	\$ 112,825
Services and Other Charges	170,975	199,506	203,679	228,216	233,183
Supplies	5,311	4,131	5,000	4,124	5,557
Property	4,930	-	-	-	-
<b>Total</b>	<b>\$ 283,509</b>	<b>\$ 308,499</b>	<b>\$ 305,225</b>	<b>\$ 325,675</b>	<b>\$ 351,565</b>
<b>Expenditures by Program</b>					
Financial Administration	6,607	6,989	7,166	7,259	7,391
General Government	5,876	6,191	6,254	6,251	4,963
Health and Welfare	271,026	295,319	291,805	312,165	339,211
<b>Total</b>	<b>\$ 283,509</b>	<b>\$ 308,499</b>	<b>\$ 305,225</b>	<b>\$ 325,675</b>	<b>\$ 351,565</b>
<b>Staffing</b>					
Human Services & Transit Director	0.00	0.03	0.03	0.03	0.05
Sr Nutrition Program Coordinator	1.00	1.00	1.00	1.00	1.00
Sr Nutrition Assistant	0.00	0.00	0.00	0.00	0.50
Financial Technician	0.12	0.12	0.12	0.12	0.12
Maintenance Worker I	0.10	0.10	0.10	0.10	0.10
<b>Total</b>	<b>1.22</b>	<b>1.25</b>	<b>1.25</b>	<b>1.25</b>	<b>1.77</b>



# SPECIAL REVENUE FUNDS

## SENIOR NUTRITION FUND

	FY14 Actual	FY15 Actual	FY16 Budget	FY16 Estimate	FY17 Budget
<b>Personnel Costs</b>					
Regular Full-Time	68,792	72,291	64,188	65,228	81,958
Other Wages	8,254	6,666	8,580	3,664	-
Overtime	-	793	-	506	-
Accrued Leave Paid	-	-	-	1,578	222
Health Insurance	15,131	14,775	14,400	13,200	20,390
Social Security	512	462	532	228	-
Medicare	905	950	1,059	907	1,192
ICMA Retirement	6,220	6,536	5,809	6,030	7,418
Deferred Compensation	625	605	193	357	330
Workers Compensation	1,854	1,784	1,785	1,637	1,315
<b>TOTAL CATEGORY</b>	<b>102,293</b>	<b>104,862</b>	<b>96,546</b>	<b>93,335</b>	<b>112,825</b>
<b>Services and Other Charges</b>					
Permitting and Misc. Fees	1,394	113	862	912	862
Mohave County Health Permit				819	769
Mohave County Catering Vehicle Annual Permit				93	93
Other Contracted Services	147,373	172,509	172,480	200,015	202,500
WARMC Home Delivered Meals				150,255	152,000
WARMC Congregate Meals				49,760	50,500
Water	2,013	1,825	2,040	2,030	2,040
89854 2275 Trane Road				1,310	1,320
Wastewater				720	720
Electric	8,547	4,263	5,500	3,750	4,750
Senior Nutrition Center Acct 296				3,750	4,750
Natural Gas	1,070	1,189	1,180	1,088	1,180
2275 Trane Road Acct 0063378				1,088	1,180
Telephone	2,201	2,209	2,215	2,208	2,215
758-1535				2,208	2,215
General Equipment Repairs	-	-	600	-	600
Equipment / Appliance Repairs				-	600
Vehicle Repairs and Service	8,000	8,000	8,000	8,000	8,000
Fleet Rental Charges				8,000	8,000
Other Repairs and Maintenance	200	-	200	200	200
Other Repairs Excluding Equipment				200	200
Office Equipment Lease	-	167	932	905	1,100
Copier Lease				905	1,100
Property and Risk Insurance	-	7,985	8,173	8,173	8,238
Wifi Service	-	157	377	378	378
WIFI				378	378
Per Diem	15	90	120	50	120
Meals on Wheels Nat'l Conference WACOG AAA Aging Conference Age Friendly Confe				50	120



# SPECIAL REVENUE FUNDS

## SENIOR NUTRITION FUND

	FY14 Actual	FY15 Actual	FY16 Budget	FY16 Estimate	FY17 Budget
<b>Services and Other Charges</b>					
Lodging	87	551	550	252	550
Meals on Wheels Nat'l Conference WACOG AAA Aging Conference Age Friendly Confe				252	550
Transportation	-	48	100	80	100
Transportation for Travel / Training				80	100
Seminars and Conferences	75	100	200	-	200
Meals on Wheels Nat'l Conference WACOG Aging Conference Age Friendly Conference				-	200
Dues and Memberships	-	300	150	175	150
Meals on Wheels Association of America				175	150
<b>TOTAL CATEGORY</b>	<b>170,975</b>	<b>199,506</b>	<b>203,679</b>	<b>228,216</b>	<b>233,183</b>
<b>Supplies</b>					
Office Supplies	392	-	500	204	500
General Office Supplies				204	500
Gasoline	4,919	4,131	4,500	3,920	5,057
1,960 Gallons @\$2.50/gal				3,763	4,900
1,960 Gallons Fuel Facility Charge @\$0.08/gal				157	157
<b>TOTAL CATEGORY</b>	<b>5,311</b>	<b>4,131</b>	<b>5,000</b>	<b>4,124</b>	<b>5,557</b>
<b>Property</b>					
Computer Equipment<\$5,000	4,930	-	-	-	-
<b>TOTAL CATEGORY</b>	<b>4,930</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>
<b>TOTAL</b>	<b>283,509</b>	<b>308,499</b>	<b>305,225</b>	<b>325,675</b>	<b>351,565</b>



# SPECIAL REVENUE FUNDS

## PEST ABATEMENT FUND

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

	FY14 Actual	FY15 Actual	FY16 Budget	FY16 Estimate	FY17 Budget
<b>Expenditures by Classification</b>					
Personnel Cost	\$ -	\$ -	\$ -	\$ -	\$ 109,640
Services and Other Charges	-	-	-	-	5,860
Supplies	-	-	-	-	40,000
Property	-	-	-	-	2,500
<b>Total</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ 158,000</b>
<b>Expenditures by Program</b>					
General Government	\$ -	\$ -	\$ -	\$ -	\$ 158,000
<b>Total</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ 158,000</b>
<b>Staffing</b>					
Pest Abatement Manager	0.00	0.00	0.00	0.00	1.00
<b>Total</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>	<b>1.00</b>



# SPECIAL REVENUE FUNDS

## PEST ABATEMENT FUND

	FY14 Actual	FY15 Actual	FY16 Budget	FY16 Estimate	FY17 Budget
<b>Personnel Costs</b>					
Regular Full-Time	-	-	-	-	86,900
Health Insurance	-	-	-	-	11,520
Medicare	-	-	-	-	1,260
ICMA Retirement	-	-	-	-	7,865
Workers Compensation	-	-	-	-	2,095
<b>TOTAL CATEGORY</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>109,640</b>
<b>Services and Other Charges</b>					
Vehicle Repairs and Service	-	-	-	-	2,000
Fleet services for vehicle (1)					2,000
Cellular Service	-	-	-	-	860
Smartphone (1)					860
Seminars and Conference	-	-	-	-	3,000
Travel and training for pest abatement program					3,000
<b>TOTAL CATEGORY</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>5,860</b>
<b>Supplies</b>					
Specialty Supplies	-	-	-	-	37,000
Mohave County agreement					25,000
Supplies for pest abatement program					12,000
Gasoline	-	-	-	-	3,000
1,163 gallons @\$2.50/gal					2,907
1,163 Gallons Fuel Facility Charge @\$0.08/gal					93
<b>TOTAL CATEGORY</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>40,000</b>
<b>Property</b>					
Tools	-	-	-	-	2,500
Tools for pest abatement program					2,500
<b>TOTAL CATEGORY</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>2,500</b>
<b>TOTAL</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>158,000</b>



# 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.

	FY14 Actual	FY15 Actual	FY16 Budget	FY16 Estimate	FY17 Budget
<b>Expenditures by Classification</b>					
Personnel Costs	\$ 134,382	\$ 133,908	\$ -	\$ -	\$ -
Services and Other Charges	83,961	60,481	46,800	37,800	42,000
Supplies	15,426	15,122	-	-	-
Contingency	-	-	51,040	-	42,124
<b>Total</b>	<b>\$ 233,769</b>	<b>\$ 209,511</b>	<b>\$ 97,840</b>	<b>\$ 37,800</b>	<b>\$ 84,124</b>
<b>Expenditures by Program</b>					
General Government	\$ 23,921	\$ -	\$ 4,800	\$ -	\$ -
Financial Administration	209,848	209,511	93,040	182,786	84,124
<b>Total</b>	<b>\$ 233,769</b>	<b>\$ 209,511</b>	<b>\$ 97,840</b>	<b>\$ 182,786</b>	<b>\$ 84,124</b>
<b>Staffing</b>					
Finance Director	0.05	0.05	0.00	0.00	0.00
Revenue Manager	0.40	0.40	0.00	0.00	0.00
Budget Analyst	0.10	0.10	0.00	0.00	0.00
Accountant	0.00	0.00	0.00	0.00	0.00
Senior Financial Specialist	0.40	0.40	0.00	0.00	0.00
Financial Specialist	0.15	0.15	0.00	0.00	0.00
Financial Technician	0.90	0.90	0.00	0.00	0.00
<b>Total</b>	<b>2.00</b>	<b>2.00</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>



# 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.

	FY14 Actual	FY15 Actual	FY16 Budget	FY16 Estimate	FY17 Budget
<b>Expenditures by Classification</b>					
Services and Other Charges	\$ 5,693	\$ 10,015	\$ 6,800	\$ 26,095	\$ 6,800
Supplies	-	-	26,110	\$ 27,104	2,853
Property	-	-	36,692	8,566	4,500
Capital Outlay	47,091	-	-	-	-
Contingency	-	-	-	-	75,976
<b>Total</b>	<b>\$ 52,784</b>	<b>\$ 10,015</b>	<b>\$ 69,602</b>	<b>\$ 61,765</b>	<b>\$ 90,129</b>
<b>Expenditures by Program</b>					
Police Criminal Investigations	\$ 52,784	\$ 10,015	\$ 69,602	\$ 61,765	\$ 90,129
<b>Total</b>	<b>\$ 52,784</b>	<b>\$ 10,015</b>	<b>\$ 69,602</b>	<b>\$ 61,765</b>	<b>\$ 90,129</b>





# 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.

	FY14 Actual	FY15 Actual	FY16 Budget	FY16 Estimate	FY17 Budget
<b>Expenditures by Classification</b>					
Personnel Costs	\$ -	\$ -	\$ -	\$ -	\$ -
Services and Other Charges	-	-	-	-	-
Supplies	-	-	11,234	-	11,321
Property	-	-	-	-	-
<b>Total</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ 11,234</b>	<b>\$ -</b>	<b>\$ 11,321</b>
<b>Expenditures by Program</b>					
Arts & Culture	-	-	11,234	-	11,321
<b>Total</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ 11,234</b>	<b>\$ -</b>	<b>\$ 11,321</b>



# 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.

	FY14 Actual	FY15 Actual	FY16 Budget	FY16 Estimate	FY17 Budget
<b>Expenditures by Classification</b>					
Services and Other Charges	\$ 4,690	\$ 4,109	\$ 6,565	\$ 1,767	\$ 5,000
<b>Total</b>	<b><u>\$ 4,690</u></b>	<b><u>\$ 4,109</u></b>	<b><u>\$ 6,565</u></b>	<b><u>\$ 1,767</u></b>	<b><u>\$ 5,000</u></b>
<b>Expenditures by Program</b>					
City Manager	\$ 3,955	\$ 3,500	\$ 5,000	\$ -	\$ 5,000
Housing Rehabilitation	735	609	1,565	1,767	-
<b>Total</b>	<b><u>\$ 4,690</u></b>	<b><u>\$ 4,109</u></b>	<b><u>\$ 6,565</u></b>	<b><u>\$ 1,767</u></b>	<b><u>\$ 5,000</u></b>



# SPECIAL REVENUE FUNDS

## REO FUND

	FY14 Actual	FY15 Actual	FY16 Budget	FY16 Estimate	FY17 Budget
<b>Services and Other Charges</b>					
Property Recording Fees	16	-	-	-	-
Other Professional Services	3,499	3,500	5,000	-	5,000
REO appraisals for properties				-	5,000
Surveyor Service				100	-
Water	272	240	440	717	-
257082 2101 Hermosa Drive				156	-
288339 1887 Sea Breeze Lane				561	-
Electric	462	369	1,125	1,050	-
236 2101 Hermosa Drive				514	-
253 1887 Sea Breeze Lane				536	-
Other Advertising	440	-	-	-	-
<b>TOTAL CATEGORY</b>	<b>4,690</b>	<b>4,109</b>	<b>6,565</b>	<b>1,767</b>	<b>5,000</b>
<b>Supplies</b>					
Office Supplies	-	-	-	360	-
General Office Supplies				360	-
<b>TOTAL CATEGORY</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>360</b>	<b>-</b>
<b>TOTAL</b>	<b>4,690</b>	<b>4,109</b>	<b>6,565</b>	<b>2,127</b>	<b>5,000</b>



# 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.

	FY14 Actual	FY15 Actual	FY16 Budget	FY16 Estimate	FY17 Budget
<b>Expenditures by Classification</b>					
Personnel Costs	\$ 15,041	\$ 4,651	\$ 43,938	\$ 37,956	\$ -
Services and Other Charges	330	33,410	34,000	34,000	37,000
Property	5,642	474	6,174	-	6,174
Contingency	-	-	7,200	-	21,143
<b>Total</b>	<b>\$ 21,013</b>	<b>\$ 38,535</b>	<b>\$ 91,312</b>	<b>\$ 71,956</b>	<b>\$ 64,317</b>
<b>Expenditures by Program</b>					
Judicial	\$ 21,013	\$ 38,535	\$ 91,312	\$ 71,956	\$ 64,317
<b>Total</b>	<b>\$ 21,013</b>	<b>\$ 38,535</b>	<b>\$ 91,312</b>	<b>\$ 71,956</b>	<b>\$ 64,317</b>
<b>Staffing</b>					
Juvenile Monitoring Officer	0.60	0.00	0.00	0.00	0.00
<b>Total</b>	<b>0.60</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>



# SPECIAL REVENUE FUNDS

## COURT ENHANCEMENT FUND

	FY14 Actual	FY15 Actual	FY16 Budget	FY16 Estimate	FY17 Budget
<b>Personnel Costs</b>					
Regular Full-Time	13,577	4,200	29,271	24,240	-
Overtime	-	-	-	495	-
Health Insurance	-	-	11,520	10,560	-
Medicare	197	61	424	359	-
ICMA Retirement	1,229	380	2,649	2,240	-
Workers Compensation	38	10	74	62	-
<b>TOTAL CATEGORY</b>	<b>15,041</b>	<b>4,651</b>	<b>43,938</b>	<b>37,956</b>	<b>-</b>
<b>Services and Other Charges</b>					
Contract Labor	-	33,195	34,000	34,000	37,000
Security Coverage for Lobby				34,000	37,000
Cellular Service	330	215	-	-	-
<b>TOTAL CATEGORY</b>	<b>330</b>	<b>33,410</b>	<b>34,000</b>	<b>34,000</b>	<b>37,000</b>
<b>Property</b>					
Equipment <\$5,000	5,642	474	6,174	-	6,174
Replace Video Conference System				-	6,174
<b>TOTAL CATEGORY</b>	<b>5,642</b>	<b>474</b>	<b>6,174</b>	<b>-</b>	<b>6,174</b>
<b>Contingency</b>					
Contingency	-	-	7,200	-	21,143
Remaining fund balance				-	21,143
<b>TOTAL CATEGORY</b>	<b>-</b>	<b>-</b>	<b>7,200</b>	<b>-</b>	<b>21,143</b>
<b>TOTAL</b>	<b>21,013</b>	<b>38,535</b>	<b>91,312</b>	<b>71,956</b>	<b>64,317</b>



# 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.

	FY14 Actual	FY15 Actual	FY16 Budget	FY16 Estimate	FY17 Budget
<b>Expenditures by Classification</b>					
Services and Other Charges	\$ 34,112	\$ 1,011	\$ 2,475	\$ 1,690	\$ 1,000
Property	486	-	-	-	-
Contingency	-	-	35,464	-	49,580
<b>Total</b>	<b>\$ 34,598</b>	<b>\$ 1,011</b>	<b>\$ 37,939</b>	<b>\$ 1,690</b>	<b>\$ 50,580</b>
<b>Expenditures by Program</b>					
Judicial	\$ 34,598	\$ 1,011	\$ 37,939	\$ 1,690	\$ 50,580
<b>Total</b>	<b>\$ 34,598</b>	<b>\$ 1,011</b>	<b>\$ 37,939</b>	<b>\$ 1,690</b>	<b>\$ 50,580</b>



# 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.

	FY14 Actual	FY15 Actual	FY16 Budget	FY16 Estimate	FY17 Budget
<b>Expenditures by Classification</b>					
Personnel Costs	\$ 40,488	\$ 38,536	\$ -	\$ -	\$ -
Contingency	-	-	6,128	-	16,302
<b>Total</b>	<b>\$ 40,488</b>	<b>\$ 38,536</b>	<b>\$ 6,128</b>	<b>\$ -</b>	<b>\$ 16,302</b>
<b>Expenditures by Program</b>					
Judicial	\$ 40,488	\$ 38,536	\$ 6,128	\$ -	\$ 16,302
<b>Total</b>	<b>\$ 40,488</b>	<b>\$ 38,536</b>	<b>\$ 6,128</b>	<b>\$ -</b>	<b>\$ 16,302</b>
<b>Staffing</b>					
Court Clerk	0.00	1.00	0.00	0.00	0.00
<b>Total</b>	<b>0.00</b>	<b>1.00</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>



# 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.

	FY14 Actual	FY15 Actual	FY16 Budget	FY16 Estimate	FY17 Budget
<b>Expenditures by Classification</b>					
Services and Other Charges	\$ -	\$ -	\$ -	\$ 2,115	\$ -
Supplies	-	-	-	-	-
Property	819	4,844	-	-	-
Contingency	-	-	11,233	-	12,070
<b>Total</b>	<b>\$ 819</b>	<b>\$ 4,844</b>	<b>\$ 11,233</b>	<b>\$ 2,115</b>	<b>\$ 12,070</b>
<b>Expenditures by Program</b>					
Judicial	\$ 819	\$ 4,844	\$ 11,233	\$ 2,115	\$ 12,070
<b>Total</b>	<b>\$ 819</b>	<b>\$ 4,844</b>	<b>\$ 11,233</b>	<b>\$ 2,115</b>	<b>\$ 12,070</b>





# 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.

### 2015-16 Highlights

- ✓ Administered an IGA with Mohave County for BPI Certified Weatherization Services
- ✓ Coordinated with Code Enforcement to remove health and environmental hazards and promote cleanliness and pride of ownership
- ✓ Updated market demand study
- ✓ Provided housing counseling to clients to encourage responsible homeownership and energy conservation
- ✓ Applied for and received a HOME grant for Owner Occupied Housing Rehabilitation (OOHR) State Housing Fund
- ✓ Renew Section 8 Housing IGA with Mohave County

### 2016-17 Objectives

- ✓ Rehabilitate substandard housing in Bullhead City
- ✓ Administer and complete two HOME grants and assist at least 20 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
- ✓ Manage CDBG project to construct a community food bank warehouse and bring it to a successful close



# SPECIAL REVENUE FUNDS

## CDBG/HOME GRANT FUND

### Performance Indicators

<b>MEASURE</b>	<b>FY15 Actual</b>	<b>FY16 Estimate</b>	<b>FY17 Budget</b>
Eligibility interviews conducted	12	12	16
Housing counseling sessions conducted	9	15	15
Initial inspections conducted	10	8	8
Liens released after recapture period	4	2	1
Section 8 housing inspections	84	81	82
Total number of liens held on beneficiary properties	68	66	70



# SPECIAL REVENUE FUNDS

## CDBG/HOME GRANT FUND

	FY14 Actual	FY15 Actual	FY16 Budget	FY16 Estimate	FY17 Budget
<b>Expenditures by Classification</b>					
Personnel Costs	\$ 44,922	\$ 88,370	\$ 93,643	\$ 66,257	\$ 112,638
Services and Other Charges	120,290	320,499	666,429	321,953	916,033
Supplies	545	564	2,650	400	1,264
<b>Total</b>	<b>\$ 165,757</b>	<b>\$ 409,433</b>	<b>\$ 762,722</b>	<b>\$ 388,610</b>	<b>\$ 1,029,935</b>
<b>Expenditures by Program</b>					
CDBG	\$ 165,757	\$ 299,167	\$ 350,222	\$ 101,762	\$ 487,935
HOME	-	95,130	375,000	256,529	500,000
HTF	-	15,136	37,500	30,319	42,000
<b>Total</b>	<b>\$ 165,757</b>	<b>\$ 409,433</b>	<b>\$ 762,722</b>	<b>\$ 388,610</b>	<b>\$ 1,029,935</b>
<b>Staffing</b>					
Human Services & Transit Director	0.00	0.13	0.19	0.19	0.35
Housing Inspector	1.00	1.00	1.00	1.00	0.90
<b>Total</b>	<b>1.00</b>	<b>1.13</b>	<b>1.19</b>	<b>1.19</b>	<b>1.25</b>



# SPECIAL REVENUE FUNDS

## CDBG/HOME GRANT FUND

### CDBG

	FY14 Actual	FY15 Actual	FY16 Budget	FY16 Estimate	FY17 Budget
<b>Personnel Costs</b>					
Regular Full-Time	38,314	52,279	32,986	21,199	32,768
Accrued Leave Paid	-	-	-	171	498
Health Insurance	1,527	6,633	6,516	5,973	4,078
Medicare	341	433	629	173	483
ICMA Retirement	3,482	4,716	3,879	1,950	2,965
Deferred Compensation	678	1,030	1,430	620	1,320
Workers Compensation	580	657	395	195	144
<b>TOTAL CATEGORY</b>	<b>44,922</b>	<b>65,748</b>	<b>45,835</b>	<b>30,281</b>	<b>42,256</b>
<b>Services and Other Charges</b>					
Legal Notices	281	444	500	578	500
CDBG Food Bank Warehouse				432	500
Legal notices				146	-
Property Recording Fees	-	80	-	-	-
Permitting and Misc. Fees	-	45	-	142	-
ERR expenses				142	-
Other Contracted Services	-	-	9,750	10,005	3,750
Client Moving Exp				255	-
WACOG Tech Asst				6,000	-
WACOG TAAP Fee				3,750	3,750
Water	-	41	-	-	-
Electric	-	338	-	-	-
Vehicle Repairs and Service	2,000	800	1,000	1,000	-
Fleet Rental Charges				1,000	-
Construction Services	117,865	230,587	290,137	59,656	439,759
Client Rehab Exp				3,040	-
CDBG Food Bank Warehouse				-	439,759
CDBG 107-15 and 307-15				56,616	-
Per Diem	83	52	170	-	200
Per Diem for Grant Seminars and Conferences				-	200
Lodging	-	179	600	-	600
Hotel Rooms for Grant Seminars and Conferences				-	600
Transportation	60	194	230	-	170
Mileage Reimbursement for Grant Seminars and Conferences				-	170
Seminars and Conferences	-	157	1,000	-	500
Grant Seminars and Conferences				-	500
<b>TOTAL CATEGORY</b>	<b>120,290</b>	<b>232,918</b>	<b>303,387</b>	<b>71,381</b>	<b>445,479</b>
<b>Supplies</b>					
Office Supplies	8	62	200	100	200
Office Supplies for Grant Usage				100	200



# SPECIAL REVENUE FUNDS

## CDBG/HOME GRANT FUND

### CDBG

	FY14 Actual	FY15 Actual	FY16 Budget	FY16 Estimate	FY17 Budget
<b>Supplies</b>					
Gasoline	537	439	800	-	-
250 Gallons @\$2.50/gal expenses covered in HTF				-	-
250 Gallons Fuel Facility Charge @.08/gal expenses covered in HTF				-	-
Uniforms	-	-	-	-	-
<b>TOTAL CATEGORY</b>	<b>545</b>	<b>501</b>	<b>1,000</b>	<b>100</b>	<b>200</b>
<b>Property</b>					
Appliances	-	-	-	-	-
Equipment<\$5,000	-	-	-	-	-
<b>TOTAL CATEGORY</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>
<b>TOTAL</b>	<b>165,757</b>	<b>299,167</b>	<b>350,222</b>	<b>101,762</b>	<b>487,935</b>



# SPECIAL REVENUE FUNDS

## CDBG/HOME GRANT FUND

### HOME

	FY14 Actual	FY15 Actual	FY16 Budget	FY16 Estimate	FY17 Budget
<b>Personnel Costs</b>					
Regular Full-Time	-	5,286	10,004	9,789	23,884
Health Insurance	-	2,705	2,650	2,429	6,175
Medicare	-	73	145	142	346
ICMA Retirement	-	481	905	886	2,161
Workers Compensation	-	101	201	244	325
<b>TOTAL CATEGORY</b>	-	<b>8,646</b>	<b>13,905</b>	<b>13,490</b>	<b>32,891</b>
<b>Services and Other Charges</b>					
Property Recording Fees	-	8	-	-	-
Water	-	72	-	-	-
Electric	-	351	-	-	-
Construction Services	-	86,053	361,095	243,039	467,109
Home Grant 307-15 for OOHR				148,439	-
Home Grant Application OOHR				-	322,402
Home Grant 312.15				94,600	144,707
<b>TOTAL CATEGORY</b>	-	<b>86,484</b>	<b>361,095</b>	<b>243,039</b>	<b>467,109</b>
<b>TOTAL</b>	-	<b>95,130</b>	<b>375,000</b>	<b>256,529</b>	<b>500,000</b>



# SPECIAL REVENUE FUNDS

## CDBG/HOME GRANT FUND

### HTF

	FY14 Actual	FY15 Actual	FY16 Budget	FY16 Estimate	FY17 Budget
<b>Personnel Costs</b>					
Regular Full-Time	-	8,871	25,022	15,395	28,787
Accrued Leave Paid	-	-	-	-	374
Health Insurance	-	3,910	5,530	5,069	4,147
Medicare	-	49	365	162	423
ICMA Retirement	-	799	2,264	1,395	2,605
Deferred Compensation	-	266	322	250	990
Workers Compensation	-	81	400	215	165
<b>TOTAL CATEGORY</b>	<b>-</b>	<b>13,976</b>	<b>33,903</b>	<b>22,486</b>	<b>37,491</b>
<b>Services and Other Charges</b>					
Legal Notices	-	-	300	-	200
Home Grant Application for OOHR	-	-	-	-	200
Property Recording Fees	-	-	150	-	200
Home Grant Application OOHR	-	-	-	-	100
Home Grant 312-15	-	-	-	-	100
Other Professional Services	-	150	-	-	-
Vehicle Repairs and Service	-	-	1,000	1,000	2,000
Fleet Rental Charges	-	-	-	1,000	2,000
Construction Services	-	-	-	5,674	-
Home Weatherization	-	-	-	225	-
Client Rehab Exp	-	-	-	5,449	-
Marketing Events	-	-	-	234	250
Marketing / Advertising for 312-15 OOHR	-	-	-	234	250
Per Diem	-	102	-	30	50
Per Diem for Training, Conferences and Seminars	-	-	-	30	50
Lodging	-	550	-	325	445
Lodging for Training, Conferences and Seminars	-	-	-	325	445
Transportation	-	295	-	270	300
Transportation for Training, Conferences and Seminars	-	-	-	270	300
Seminars and Conferences	-	-	497	-	-
<b>TOTAL CATEGORY</b>	<b>-</b>	<b>1,097</b>	<b>1,647</b>	<b>7,533</b>	<b>3,445</b>
<b>Supplies</b>					
Office Supplies	-	-	450	-	464
Home grant application OOHR	-	-	-	-	300
Home grant 312-15	-	-	-	-	164
Gasoline	-	63	1,200	300	600
Home grant application OOHR	-	-	-	-	400
Home grant 312-15	-	-	-	300	200
<b>TOTAL CATEGORY</b>	<b>-</b>	<b>63</b>	<b>1,650</b>	<b>300</b>	<b>1,064</b>
<b>TOTAL</b>	<b>-</b>	<b>15,136</b>	<b>37,200</b>	<b>30,319</b>	<b>42,000</b>
<b>GRAND TOTAL</b>	<b>165,757</b>	<b>409,433</b>	<b>762,422</b>	<b>388,610</b>	<b>1,029,935</b>



# 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.

	FY14 Actual	FY15 Actual	FY16 Budget	FY16 Estimate	FY17 Budget
<b>Expenditures by Classification</b>					
Personnel Costs	\$ -	\$ -	\$ -	\$ -	\$ -
Services and Other Charges	2,127	-	-	-	-
Supplies	4,390	-	100,000	-	100,000
Property	21,719	18,393	18,759	9,040	13,580
Capital Outlay		-		-	15,920
<b>Total</b>	<b>\$ 28,236</b>	<b>\$ 18,393</b>	<b>\$ 118,759</b>	<b>\$ 9,040</b>	<b>\$ 129,500</b>
<b>Expenditures by Program</b>					
Bullet proof vest (BPV)	\$ 4,222	\$ 11,166	\$ 2,800	\$ 3,400	\$ 9,440
Governor's Office of Hwy Safety	14,048	7,227	15,959	5,640	20,060
Homeland Security	9,798	-	-	-	-
Misc. police grants	168	-	100,000	-	100,000
<b>Total</b>	<b>\$ 28,236</b>	<b>\$ 18,393</b>	<b>\$ 118,759</b>	<b>\$ 9,040</b>	<b>\$ 129,500</b>





# 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.

	FY14 Actual	FY15 Actual	FY16 Budget	FY16 Estimate	FY17 Budget
<b>Expenditures by Classification</b>					
Personnel Costs	\$ 78,827	\$ 79,818	\$ 90,138	\$ 82,947	\$ 93,474
Services and Other Charges	-	-	-	-	6,558
Supplies	2,683	3,818	2,655	4,175	4,030
<b>Total</b>	<b>\$ 81,510</b>	<b>\$ 83,636</b>	<b>\$ 92,793</b>	<b>\$ 87,122</b>	<b>\$ 104,062</b>
<b>Expenditures by Program</b>					
AZ Criminal Justice Commission	\$ 15,217	\$ 15,217	\$ 16,177	\$ 15,710	\$ 3,803
Victims of Crime Act	46,093	48,219	56,416	51,218	80,059
Victim Rights Program-legal	10,100	10,100	10,100	10,097	10,100
Victim Rights Program-police	10,100	10,100	10,100	10,097	10,100
<b>Total</b>	<b>\$ 81,510</b>	<b>\$ 83,636</b>	<b>\$ 92,793</b>	<b>\$ 87,122</b>	<b>\$ 104,062</b>
<b>Staffing</b>					
Victim Services Coordinator	0.54	0.54	0.54	0.54	0.32
Legal Assistant II	0.50	0.50	0.50	0.50	0.50
Victim Advocates	1.00	1.00	1.00	1.00	1.50
<b>Total</b>	<b>2.04</b>	<b>2.04</b>	<b>2.04</b>	<b>2.04</b>	<b>2.32</b>



# SPECIAL REVENUE FUNDS

## VICTIMS ASSISTANCE GRANT FUND

### Arizona Criminal Justice Commission

	FY14 Actual	FY15 Actual	FY16 Budget	FY16 Actual	FY17 Budget
<b>Personnel Costs</b>					
Regular Full-Time	11,068	11,068	12,007	11,585	2,824
Health Insurance	2,946	2,940	2,880	2,880	677
Medicare	161	157	174	168	41
ICMA Retirement	1,002	1,025	1,087	1,048	256
Workers Compensation	40	27	29	29	5
<b>TOTAL CATEGORY</b>	<b>15,217</b>	<b>15,217</b>	<b>16,177</b>	<b>15,710</b>	<b>3,803</b>
<b>TOTAL</b>	<b>15,217</b>	<b>15,217</b>	<b>16,177</b>	<b>15,710</b>	<b>3,803</b>



# SPECIAL REVENUE FUNDS

## VICTIMS ASSISTANCE GRANT FUND

### VOCA

	FY14 Actual	FY15 Actual	FY16 Budget	FY16 Actual	FY17 Budget
<b>Personnel Costs</b>					
Regular Full-Time	39,811	43,409	45,739	41,048	61,210
Health Insurance	1,972	152	5,760	5,760	5,760
Medicare	578	623	663	593	888
ICMA Retirement	3,605	3,930	4,139	3,715	5,539
Workers Compensation	127	105	115	102	104
<b>TOTAL CATEGORY</b>	<b>46,093</b>	<b>48,219</b>	<b>56,416</b>	<b>51,218</b>	<b>73,501</b>
<b>Services and Other Charges</b>					
Per Diem	-	-	-	-	578
Arizona Victim Assistance Academy				-	340
National Organization Victim Assistance Academy (NOVA)				-	238
Lodging	-	-	-	-	2,700
Arizona Victim Assistance Academy				-	1,500
National Organization Victim Assistance Academy (NOVA)				-	1,200
Transportation	-	-	-	-	1,730
National Organization Victim Assistance Academy (NOVA)				-	1,250
Arizona Victim Assistance Academy				-	480
Seminars and Conferences	-	-	-	-	1,550
Arizona Victim Assistance Academy				-	1,000
National Organization Victim Assistance Academy (NOVA)				-	550
<b>TOTAL CATEGORY</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>6,558</b>
<b>TOTAL</b>	<b>46,093</b>	<b>48,219</b>	<b>56,416</b>	<b>51,218</b>	<b>80,059</b>



# SPECIAL REVENUE FUNDS

## VICTIMS ASSISTANCE GRANT FUND

### VRP-ATTY

	FY14 Actual	FY15 Actual	FY16 Budget	FY16 Actual	FY17 Budget
<b>Personnel Costs</b>					
Regular Full-Time	5,756	5,684	6,003	5,771	6,004
Health Insurance	1,476	1,470	1,440	1,440	1,440
Medicare	84	82	87	84	87
ICMA Retirement	521	514	543	522	544
Workers Compensation	16	14	16	14	10
<b>TOTAL CATEGORY</b>	<b>7,853</b>	<b>7,764</b>	<b>8,089</b>	<b>7,831</b>	<b>8,085</b>
<b>Supplies</b>					
Postage	2,247	2,336	2,011	2,266	2,015
Postage				2,266	2,015
<b>TOTAL CATEGORY</b>	<b>2,247</b>	<b>2,336</b>	<b>2,011</b>	<b>2,266</b>	<b>2,015</b>
<b>TOTAL</b>	<b>10,100</b>	<b>10,100</b>	<b>10,100</b>	<b>10,097</b>	<b>10,100</b>



# SPECIAL REVENUE FUNDS

## VICTIMS ASSISTANCE GRANT FUND

### VRP-POLICE

	FY14 Actual	FY15 Actual	FY16 Budget	FY16 Estimate	FY17 Budget
<b>Personnel Costs</b>					
Regular Full-Time	7,084	6,327	6,926	5,781	6,004
Health Insurance	1,816	1,617	1,786	1,786	1,440
Medicare	103	91	100	84	87
ICMA Retirement	641	566	627	523	544
Workers Compensation	20	17	17	14	10
<b>TOTAL CATEGORY</b>	<b>9,664</b>	<b>8,618</b>	<b>9,456</b>	<b>8,188</b>	<b>8,085</b>
<b>Supplies</b>					
Postage	436	1,482	644	1,909	2,015
Postage				1,909	2,015
<b>TOTAL CATEGORY</b>	<b>436</b>	<b>1,482</b>	<b>644</b>	<b>1,909</b>	<b>2,015</b>
<b>TOTAL</b>	<b>10,100</b>	<b>10,100</b>	<b>10,100</b>	<b>10,097</b>	<b>10,100</b>
<b>GRAND TOTAL</b>	<b>81,510</b>	<b>83,636</b>	<b>92,793</b>	<b>87,122</b>	<b>104,062</b>



# SPECIAL REVENUE FUNDS

## GRANTS FUND

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

	FY14 Actual	FY15 Actual	FY16 Budget	FY16 Estimate	FY17 Budget
<b>Expenditures by Classification</b>					
Personnel Costs	\$ -	\$ -	\$ -	\$ -	\$ -
Services and Other Charges	-	45	-	-	-
Supplies	-	-	-	-	-
Property	4,613	2,478	5,000	1,170	5,000
Capital Outlay	-	-	95,000	-	95,000
<b>Total</b>	<b>\$ 4,613</b>	<b>\$ 2,523</b>	<b>\$ 100,000</b>	<b>\$ 1,170</b>	<b>\$ 100,000</b>
<b>Expenditures by Program</b>					
Culture and Recreation	\$ -	\$ 2,523	\$ 5,000	\$ 1,170	\$ 5,000
General Government	4,613	-	95,000	-	95,000
<b>Total</b>	<b>\$ 4,613</b>	<b>\$ 2,523</b>	<b>\$ 100,000</b>	<b>\$ 1,170</b>	<b>\$ 100,000</b>



# DEBT SERVICE FUNDS

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Debt Service Funds

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**Sewer Improvement District #3  
Series 2015 Excise Tax Refunding  
Sewer Improvement District #2  
Series 2013 Excise Tax Refunding  
BHC/Laughlin Bridge  
Municipal Property Corporation  
Sewer Improvement District #1**



# 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 bonds 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 refinancing done in 2013 and 2015 to take advantage of lower interest rates. The WIFA loans were issued for sewer improvements to be repaid by property owners.

### Consolidated Expenditures

	FY14 Actual	FY15 Actual	FY16 Budget	FY16 Estimate	FY17 Budget
Principal payment	\$ 4,380,296	\$ 4,400,297	\$ 4,522,543	\$ 4,585,378	\$ 3,726,143
Interest payment	1,032,602	938,485	791,876	676,429	658,895
Debt issuance cost	72,572	78,647	-	-	-
Services and Other Charges	133,967	120,549	105,332	105,332	91,142
<b>Total</b>	<b>\$ 5,619,437</b>	<b>\$ 5,537,978</b>	<b>\$ 5,419,751</b>	<b>\$ 5,367,139</b>	<b>\$ 4,476,180</b>

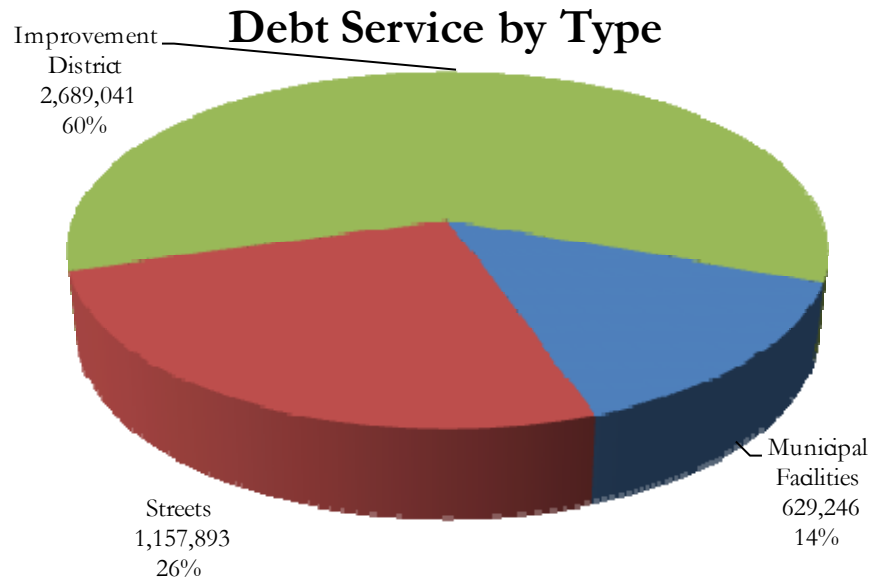
### Activity by Fund

SID #3	2,138,031	2,090,924	2,043,818	2,043,818	1,996,771
Series 2015 Excise Tax Refunding	-	-	-	1,336,638	1,344,349
SID #2	747,778	729,275	710,772	710,773	692,270
Series 2013 Excise Tax Refunding	250,870	183,092	276,697	276,697	273,845
Bridge	-	-	-	-	168,945
MPC	1,392,000	1,478,324	1,389,250	-	-
SID #1	1,090,758	1,056,363	999,214	999,213	-
<b>Total</b>	<b>\$ 5,619,437</b>	<b>\$ 5,537,978</b>	<b>\$ 5,419,751</b>	<b>\$ 5,367,139</b>	<b>\$ 4,476,180</b>





# DEBT SERVICE FUNDS



## Legal Debt Margins:

Under the provisions of the Arizona Constitution, outstanding general obligation bonded debt for combined water, sewer, lighting, parks, open space and recreational purposes may not exceed 20% of a city's net secondary assessed valuation. Outstanding general obligation bonded debt for other general municipal purposes may not exceed 6% of a city's net secondary assessed valuation. As of June 30, 2016, the City has not issued any general obligation bonds and the 6% limit is \$16,130,437 and 20% limit is \$53,768,123.



# DEBT SERVICE FUNDS

## DEBT SERVICE

	FY14 Actual	FY15 Actual	FY16 Budget	FY16 Estimate	FY17 Budget
<b>SID #3</b>					
<b>Services and Other Charges</b>					
Administrative Fees	109,340	99,726	90,113	90,113	80,559
<b>TOTAL CATEGORY</b>	<b>109,340</b>	<b>99,726</b>	<b>90,113</b>	<b>90,113</b>	<b>80,559</b>
<b>Debt Service</b>					
Principal Payment	1,602,264	1,602,264	1,602,264	1,602,264	1,602,264
Interest Payment	426,427	388,934	351,441	351,441	313,948
<b>TOTAL CATEGORY</b>	<b>2,028,691</b>	<b>1,991,198</b>	<b>1,953,705</b>	<b>1,953,705</b>	<b>1,916,212</b>
<b>TOTAL</b>	<b>2,138,031</b>	<b>2,090,924</b>	<b>2,043,818</b>	<b>2,043,818</b>	<b>1,996,771</b>
<b>Series 2015 Excise Tax Refunding Facility Improvements</b>					
<b>Debt Service</b>					
Principal Payment	-	-	-	514,436	519,322
Interest Payment	-	-	-	5,368	3,480
<b>TOTAL CATEGORY</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>519,804</b>	<b>522,802</b>
<b>Street Improvements</b>					
<b>Debt Service</b>					
Principal Payment	-	-	-	808,399	816,079
Interest Payment	-	-	-	8,435	5,468
<b>TOTAL CATEGORY</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>816,834</b>	<b>821,547</b>
<b>TOTAL</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>1,336,638</b>	<b>1,344,349</b>
<b>SID #2</b>					
<b>Services and Other Charges</b>					
Administrative Fees	15,800	14,061	12,322	12,322	10,583
<b>TOTAL CATEGORY</b>	<b>15,800</b>	<b>14,061</b>	<b>12,322</b>	<b>12,322</b>	<b>10,583</b>
<b>Debt Service</b>					
Principal Payment	579,668	579,668	579,668	579,668	579,668
Interest Payment	152,311	135,546	118,782	118,783	102,019
<b>TOTAL CATEGORY</b>	<b>731,979</b>	<b>715,214</b>	<b>698,450</b>	<b>698,451</b>	<b>681,687</b>
<b>TOTAL</b>	<b>747,779</b>	<b>729,275</b>	<b>710,772</b>	<b>710,773</b>	<b>692,270</b>



# DEBT SERVICE FUNDS

## DEBT SERVICE

	FY14 Actual	FY15 Actual	FY16 Budget	FY16 Estimate	FY17 Budget
<b>Series 2013 Excise Tax Refunding</b>					
<b>Facility Improvements</b>					
<b>Debt Service</b>					
Principal Payment	25,266	7,774	44,701	44,701	44,701
Interest Payment	44,039	63,044	62,851	62,851	61,743
Fiscal Agent Fees	-	279	-	-	-
Debt Issuance Cost	28,209	-	-	-	-
<b>TOTAL CATEGORY</b>	<b>97,513</b>	<b>71,097</b>	<b>107,552</b>	<b>107,552</b>	<b>106,444</b>
<b>Street Improvements</b>					
<b>Debt Service</b>					
Principal Payment	39,735	12,226	70,300	70,300	70,300
Interest Payment	69,259	99,148	98,845	98,845	97,101
Fiscal Agent Fees	-	621	-	-	-
Debt Issuance Cost	44,363	-	-	-	-
<b>TOTAL CATEGORY</b>	<b>153,356</b>	<b>111,995</b>	<b>169,145</b>	<b>169,145</b>	<b>167,401</b>
<b>TOTAL</b>	<b>250,870</b>	<b>183,092</b>	<b>276,697</b>	<b>276,697</b>	<b>273,845</b>
<b>BHC/LAUGHLIN BRIDGE</b>					
<b>Debt Service</b>					
Principal Payment	-	-	-	-	93,809
Interest Payment	-	-	-	-	75,136
<b>TOTAL CATEGORY</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>168,945</b>
<b>TOTAL</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>168,945</b>
<b>MUNICIPAL PROPERTY CORPORATION</b>					
<b>Debt Service</b>					
Principal Payment	1,145,000	1,210,000	1,260,000	-	-
Interest Payment	247,000	189,677	129,250	-	-
Debt Issuance Cost	-	78,647	-	-	-
<b>TOTAL CATEGORY</b>	<b>1,392,000</b>	<b>1,478,324</b>	<b>1,389,250</b>	<b>-</b>	<b>-</b>
<b>TOTAL</b>	<b>1,392,000</b>	<b>1,478,324</b>	<b>1,389,250</b>	<b>-</b>	<b>-</b>
<b>SID #1</b>					
<b>Services and Other Charges</b>					
Administrative Fees	8,827	5,862	2,897	2,897	-
<b>TOTAL CATEGORY</b>	<b>8,827</b>	<b>5,862</b>	<b>2,897</b>	<b>2,897</b>	<b>-</b>
<b>Debt Service</b>					
Principal Payment	988,364	988,365	965,610	965,610	-
Interest Payment	93,566	62,136	30,707	30,706	-
<b>TOTAL CATEGORY</b>	<b>1,081,931</b>	<b>1,050,501</b>	<b>996,317</b>	<b>996,316</b>	<b>-</b>
<b>TOTAL</b>	<b>1,090,758</b>	<b>1,056,363</b>	<b>999,214</b>	<b>999,213</b>	<b>-</b>
<b>GRAND TOTAL</b>	<b>5,619,437</b>	<b>5,537,978</b>	<b>5,419,751</b>	<b>5,367,139</b>	<b>4,476,180</b>



# ENTERPRISE FUNDS

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Enterprise Funds

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**Wastewater**  
**Water Resources**

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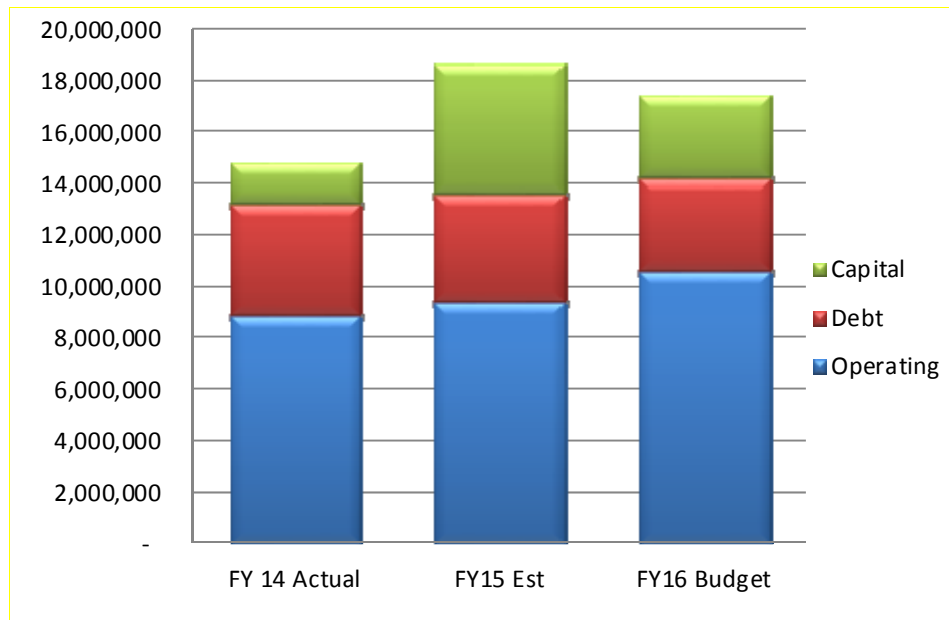
# ENTERPRISE FUNDS

## WASTEWATER FUND

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

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

The 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.





# ENTERPRISE FUNDS

## WASTEWATER FUND

### Cash Flow

	FY14 Actual	FY15 Estimate	FY16 Budget
Beginning Cash Balance, 7/1	\$ 4,668,754	\$ 4,813,262	\$ 4,479,987
Restricted Cash	3,208,572	8,491,638	5,302,252
<b>Total cash</b>	<b>\$ 7,877,326</b>	<b>\$ 13,304,900</b>	<b>\$ 9,782,239</b>
<b>Cash In-Flows</b>			
Charges for Services	\$ 8,927,765	\$ 9,154,286	\$ 9,050,500
Capacity Fees	523,110	666,439	-
Interest Income	50,053	42,686	32,000
Miscellaneous	404,015	325,073	6,000
Proceeds	15,094,275	-	-
<b>Total Revenues</b>	<b>\$ 24,999,218</b>	<b>\$ 10,188,484</b>	<b>\$ 9,088,500</b>
<b>Cash Out-Flows</b>			
Sanitation	\$ (3,884,867)	\$ (4,732,802)	\$ (5,244,453)
Debt Service	(13,961,301)	(4,204,257)	(3,619,590)
Capital Outlay	(1,725,476)	(4,774,086)	(8,740,601)
	<b>\$ (19,571,644)</b>	<b>\$ (13,711,145)</b>	<b>\$ (17,604,644)</b>
<b>Ending Cash Balance, 6/30</b>	<b>\$ 13,304,900</b>	<b>\$ 9,782,239</b>	<b>\$ 1,266,095</b>

### 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 FY16. Wastewater revenues are projected at \$8,681,000 in FY16 compared to \$8,630,000 for FY15 representing a 0.6% change.

### Wastewater User Charges

Fiscal Year	Revenue	% Of Change
2011-12	\$ 8,564,330	2.5%
2012-13	\$ 8,671,896	1.3%
2013-14	\$ 8,705,402	0.4%
2014-15(est.)	\$ 8,630,000	-0.9%
2015-16(est.)	\$ 8,681,000	0.6%



# ENTERPRISE FUNDS

## WASTEWATER FUND

**Wastewater Capacity Fees:** Wastewater capacity fees will be evaluated in FY16. 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.

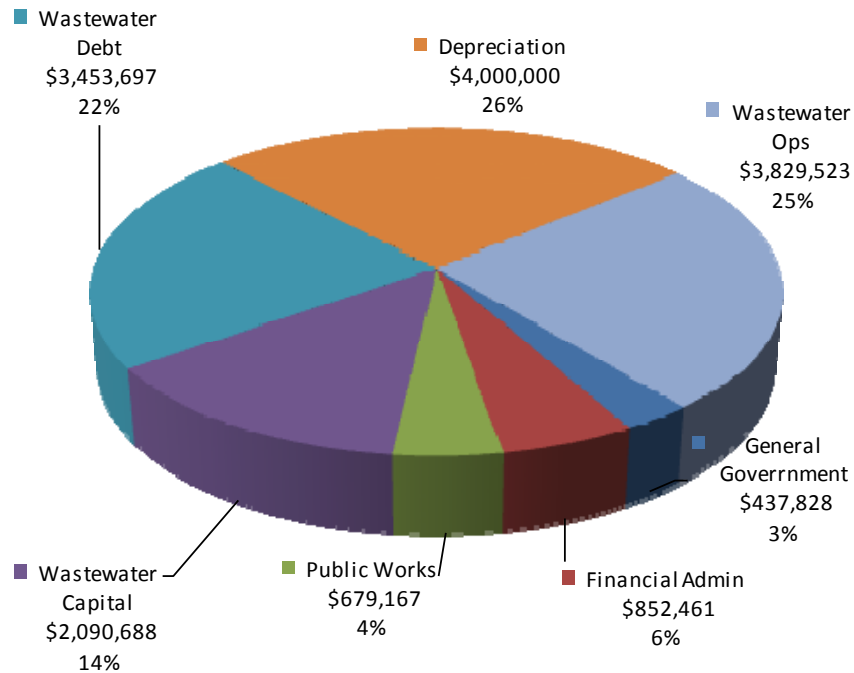


# ENTERPRISE FUNDS

## WASTEWATER FUND

### Consolidated Fund Expenditures

	FY14 Actual	FY15 Actual	FY16 Budget	FY16 Estimate	FY17 Budget
<b>Expenditures by Classification</b>					
Personnel	\$ 2,588,821	\$ 2,646,898	\$ 2,905,498	\$ 2,780,320	\$ 2,906,318
Services and other charges	1,454,197	1,945,495	1,831,977	1,763,572	1,765,806
Supplies	476,766	408,787	576,136	412,885	465,391
Property	45,012	50,062	90,569	69,329	96,921
Capital Outlay	794,030	136,241	445,601	446,002	340,688
Depreciation	3,619,036	3,755,352	4,177,995	3,800,000	4,000,000
Debt Service	4,319,521	4,265,211	3,619,590	3,582,821	3,455,897
Contingency	-	-	500,000	-	500,000
Subtotal	<u>\$ 13,297,383</u>	<u>\$ 13,208,046</u>	<u>\$ 14,147,366</u>	<u>\$ 12,854,929</u>	<u>\$ 13,531,021</u>
Capital Projects	<u>\$ 1,579,249</u>	<u>\$ 4,267,859</u>	<u>\$ 3,295,000</u>	<u>\$ 2,729,297</u>	<u>\$ 1,750,000</u>
Transfers					
General Fund	\$ -	\$ -	\$ 62,343	\$ 62,343	\$ 62,343
Subtotal	<u>\$ -</u>	<u>\$ -</u>	<u>\$ 62,343</u>	<u>\$ 62,343</u>	<u>\$ 62,343</u>



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





# ENTERPRISE FUNDS

## WASTEWATER FUND

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

### Department Description

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

### FY 2015-2016 Highlights

- ✓ Completed 10-1 Lift Station reconstruction
- ✓ Continued to implement the grease interceptor inspection program for all restaurants and other interceptor locations.
- ✓ Completed construction at the Section 18 Wastewater Treatment Plant Improvements
- ✓ Completed evaluation of the use of a different type of membrane at the Section 18 Wastewater Treatment Plant membrane bio-reactor plant to confirm compatibility
- ✓ Rebuilt Clarifiers #1 and #2 at Section 10 Wastewater Treatment Plant

### FY 2016-2017 Objectives

- ✓ Continue to assist the Park Maintenance Division with improvements to the Rotary Park irrigation system
- ✓ Finish the improvements of 10-4 Lift Station
- ✓ Decommission Chaparral Lift Station
- ✓ Procure a new sludge press for Section 18 Wastewater Treatment Plant
- ✓ Continue to inspect and monitor City-wide sewer system.
- ✓ Complete manhole rehabilitations

### Performance Indicators

MEASURE	FY15	FY16	FY17
	Actual	Estimate	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)	18,638	18,653	18,700
Sewer Connections Per Employee	932	933	935
Sewer Spills and Line Breaks Responded/Cleaned	-	1	-
Residential Sewer Rates	31	31	31
Number of Sewer Operations Employee	20	20	20



# ENTERPRISE FUNDS

## WASTEWATER FUND

### Operations

	FY14 Actual	FY15 Actual	FY16 Budget	FY16 Estimate	FY17 Budget
<b>Expenditures by Classification</b>					
Personnel Costs	\$ 1,262,644	\$ 1,279,592	\$ 1,424,038	\$ 1,329,541	\$ 1,423,596
Services and Other Charges	1,270,515	1,714,700	1,511,541	1,483,462	1,472,311
Supplies	331,603	287,899	428,430	275,721	337,195
Property	26,050	33,302	89,919	69,029	96,421
Capital Outlay	665,662	136,241	445,601	446,002	340,688
<b>Total</b>	<b>\$ 3,556,474</b>	<b>\$ 3,451,734</b>	<b>\$ 3,899,529</b>	<b>\$ 3,603,755</b>	<b>\$ 3,670,211</b>
<b>Expenditures by Activity</b>					
Wastewater	3,556,474	3,451,734	3,899,529	3,603,755	3,670,211
<b>Total</b>	<b>\$ 3,556,474</b>	<b>\$ 3,451,734</b>	<b>\$ 3,899,529</b>	<b>\$ 3,603,755</b>	<b>\$ 3,670,211</b>
<b>Staffing</b>					
Instrumentation Controls Technician	1.00	1.00	1.00	1.00	1.00
Maintenance Worker I	1.00	1.00	1.00	1.00	1.00
Office Specialist II	1.00	1.00	1.00	1.00	1.00
Utilities Supervisor	1.00	1.00	1.00	1.00	1.00
Utilities Superintendent	1.00	1.00	1.00	1.00	1.00
Utilities Technician I	9.00	9.00	9.00	9.00	9.00
Utilities Technician II	2.00	3.00	3.00	3.00	3.00
Utilities Technician III	2.00	2.00	2.00	2.00	2.00
Wastewater Specialist	1.00	1.00	1.00	1.00	1.00
<b>Utilities</b>	<b>19.00</b>	<b>20.00</b>	<b>20.00</b>	<b>20.00</b>	<b>20.00</b>



# ENTERPRISE FUNDS

## WASTEWATER FUND

### Operations

	FY14 Actual	FY15 Actual	FY16 Budget	FY16 Estimate	FY17 Budget
<b>Personnel Costs</b>					
Regular Full-Time	796,976	802,825	934,948	845,189	945,311
Other Wages	65,742	54,713	50,000	50,673	50,000
Stand By Wages	22,322	22,806	24,253	23,925	24,253
Overtime	21,610	38,446	29,950	41,106	29,950
Accrued Leave Paid	-	-	8,527	3,510	8,658
Health Insurance	227,803	235,200	230,400	230,400	230,400
Social Security	3,993	3,122	3,100	3,119	3,100
Medicare	12,744	12,884	15,191	13,578	15,343
ICMA Retirement	76,102	78,278	89,518	82,086	90,456
Workers Compensation	35,352	31,318	38,151	35,955	26,124
<b>TOTAL CATEGORY</b>	<b>1,262,644</b>	<b>1,279,592</b>	<b>1,424,038</b>	<b>1,329,541</b>	<b>1,423,596</b>
<b>Services and Other Charges</b>					
Legal Notices	-	239	1,000	500	1,000
BID, RFQ'S & Sewer hook ups from City Attorney				500	1,000
Engineering Services	5,070	5,477	6,600	6,600	7,260
Utility location services				6,600	7,260
Legal Services	-	-	-	-	-
Other Professional Services	-	9,262	32,000	26,000	31,000
Misc. professional services				11,000	11,000
Septic pumping - emergency call-outs				15,000	20,000
Permitting and Misc. Fees	12,131	13,370	15,630	12,660	13,005
ADEQ Operator certification renewal fees				-	300
CDL license renewals				120	45
CDL written and road test				-	120
Operator's license certification/upgrade				240	240
Pesticide certification renewal @ \$100.00				300	300
Section 10 WWTP annual registration fee				6,000	6,000
Section 18 WWTP annual registration fee				6,000	6,000
Laboratory Services	35,104	34,939	55,000	55,000	60,500
Certified ADEQ testing for Section 10 and 18 WWTP				55,000	60,500
Other Contracted Services	-	32,823	-	-	-
Water	19,072	20,370	22,100	20,111	20,578
1320 Riverfront Dr Hydrant Acct 0414849				2,282	2,340
1700 Clubhouse Dr Acct 0089863				182	194
1905 Colorado Blvd/Tanglewood Hydrant Acct 0414850				2,748	2,800
2596 Via Arroyo Dr/Mohave Dr Hydrant Acct 0414851				2,748	2,800
3066 Larkwood Ave Acct 0282081				182	194
587 Terrace Drive Acct 0089846				206	225



# ENTERPRISE FUNDS

## WASTEWATER FUND

### Operations

	FY14 Actual	FY15 Actual	FY16 Budget	FY16 Estimate	FY17 Budget
<b>Services and Other Charges</b>					
642 Primrose Ln Acct 0672741				220	225
674 Riverfront Dr/River Gardens Hydrant Acct 0414852				2,748	2,800
901 Richardo Ave Acct 65094				8,795	9,000
<b>Electric</b>	<b>709,194</b>	<b>682,728</b>	<b>714,070</b>	<b>675,343</b>	<b>670,732</b>
1260 Mohave Dr Acct 175				3,912	4,100
1825 East Shore Villas Acct 173				776	850
2921 Country Club Dr Acct 096				905	950
Acct 176 Wastewater share of meter				115,000	116,820
Lift Station 10-4 RP Acct 131				32,990	33,000
Lift Station 10-6 Acct 212				4,995	5,000
Lift Station 1251 Hwy 95 Acct 147 moved to parks maintenance				255	-
Lift Station 1515 Bullhead Pkwy Acct 289				6,714	6,900
Lift Station 16-2 Acct 277				26,795	30,000
Lift Station 18-1 Acct 320				41,580	42,000
Lift Station 18-2 Acct 278				26,200	28,000
Lift Station 2525 Rio Rancho Blvd Acct 290				54,078	55,000
Lift Station Primrose Acct 129				2,504	2,540
Lift Station SR-1 Acct 284				752	782
Lift Station SR-2 Acct 135				637	655
Lift Station SR-3 Acct 251				479	500
River Retreat Acct 109				628	635
Section 10 WWTP Acct 080				135,278	136,000
Section 10 WWTP Acct 221				98,610	100,000
Section 10 WWTP Acct 295				21,000	22,000
Section 18 WWTP Acct 321				82,000	85,000
Section 30 RP Pump Acct 167				19,255	-
<b>Natural Gas</b>	<b>956</b>	<b>806</b>	<b>955</b>	<b>816</b>	<b>845</b>
1375 Marina Parkway Dr Acct 1098843				422	445
670 Primrose Ln Acct 1059553				394	400
<b>Telephone</b>	<b>40,149</b>	<b>42,040</b>	<b>42,815</b>	<b>36,309</b>	<b>36,740</b>
704-0349				615	620
704-6870				560	564
754-1850				615	620
754-5092				4,507	4,550
754-6768				560	565
758-2800				615	620
758-5913				614	619
758-6194				616	621
758-8939				616	621
763-0922				1,465	1,470
763-1788				615	620
763-7299				5,667	5,700
763-9400 - Basic System Charges - 25%				11,419	11,625



# ENTERPRISE FUNDS

## WASTEWATER FUND

### Operations

	FY14 Actual	FY15 Actual	FY16 Budget	FY16 Estimate	FY17 Budget
<b>Services and Other Charges</b>					
763-9400 - Telephone Services - 25%				3,806	3,875
Physical Link for Network				4,019	4,050
Refuse	137,030	144,577	168,000	160,000	226,000
Mohave Landfill & dumping of roll offs				160,000	226,000
Building Repairs	-	-	19,000	14,026	-
Gate for 18/2 lift station				10,000	-
Replace & repair garage doors press build Sec. 10				4,026	-
General Equipment Repairs	106,138	390,651	189,905	233,835	137,351
A/C Repairs and maintenance				3,000	3,300
Adapter plates & fabrication pumps & motors				4,000	4,000
Aqua disc filter replacement parts @ Sec. 10 WWTP				-	11,000
Clarifier #1 control panel & scum actuator				23,401	-
Clarifier #2 replacement parts Section 10				36,481	-
Compressors & blowers repairs				11,000	12,100
Generator repairs				5,500	9,050
KSB pump hangers				2,000	4,000
Pumps and motors repairs				110,000	73,000
Repair & calibration spectrometer				498	600
Replace 315 horsepower lift station pump				34,955	-
Sec. 10 control meters for process blower				-	15,301
Welding at various facilities				3,000	5,000
Vehicle Repairs and Service	62,250	64,250	63,250	63,250	74,250
Fleet Rental Charges				63,250	74,250
Maintenance Agreements	394	393	420	365	400
Copier maintenance agreement				365	400
Software/Hardware Agreement	31,477	31,724	24,178	23,524	24,067
Alarm auto-dialer software at WWTPs				790	790
GIS mapping software for utilities				4,250	4,585
SCADA software support				14,239	14,300
Sewer manhole data & utility design software				2,093	2,197
Sewer module software				2,152	2,195
Sewer Repairs	10,120	112,081	27,000	32,732	27,000
Man hole tops for Secret Pass Wash				6,244	-
Manhole lids and frames city wide usage				2,000	2,000
Miscellaneous paving after sewer repairs				7,500	15,000
Sewer line cleaning on Lakeside Dr.				11,988	-
Slurry seal				5,000	10,000
Other Repairs and Maintenance	700	21,631	15,500	4,143	15,500
Concrete core drilling				350	500
Lien mandated sewer hook-ups				3,793	15,000
Land and Building Rentals	-	-	-	-	-



# ENTERPRISE FUNDS

## WASTEWATER FUND

### Operations

	FY14 Actual	FY15 Actual	FY16 Budget	FY16 Estimate	FY17 Budget
<b>Services and Other Charges</b>					
Equip. and Vehide Rental	2,320	664	3,510	1,884	3,425
LG Equipment required for trenching & excavation				1,500	3,000
Water softener rental				384	425
Land and Building Lease	-	927	867	903	1,103
SCADA tower rental				903	903
Section 18 WWTP land lease				-	200
Property and Risk Insurance	79,060	85,907	87,594	87,594	88,294
Wifi Service	1,811	1,880	1,885	1,968	1,968
Wastewater Network Access				1,968	1,968
Cellular Service	9,051	8,156	8,904	8,297	8,297
Cellphones (18)				7,992	7,992
Paging Service (6)				305	305
Custom Printing	-	-	-	-	30
Business cards				-	30
Per Diem	400	661	1,416	1,396	1,888
ADEQ Conferences				600	600
Automation & control review course & testing				181	181
City wide SCADA training				-	117
CST associate examination				11	-
NASSCO training				-	174
Tri state seminar @ \$53.00 ea				106	318
Wastewater collections & treatment (x6)				498	498
Lodging	519	1,214	1,239	1,648	2,425
ADEQ conferences				450	450
Automation & control exams				360	400
City wide SCADA training				-	300
NASSCO training				-	300
Tri State seminar \$137.00 ea				274	411
Wastewater collections 1 & 2 (X 6)				564	564
Transportation	83	1,394	675	4,140	4,275
ADEQ Conferences @ \$75.00 trip				450	450
Automation & control review course & exam				100	100
City wide SCADA training				-	100
Employee reimbursement				3,365	3,300
NASSCO training				-	100
Wastewater collections & treatment \$75.00 trip				225	225
Local Mileage Reimbursement	1,310	554	1,400	-	-
Seminars and Conferenæes	1,090	3,084	4,628	8,418	12,003
ADEQ Conferences				2,400	2,400
Automation & Control CST exam				170	-
Automation & Control membership & curriculum				1,790	1,790
Automation & Control review course & exam				2,210	2,500
City wide SCADA training				-	995
NASSCO inspector training & certification program (x2)				-	1,990



# ENTERPRISE FUNDS

## WASTEWATER FUND

### Operations

	FY14 Actual	FY15 Actual	FY16 Budget	FY16 Estimate	FY17 Budget
<b>Services and Other Charges</b>					
Pesticide certification renewals (x3)				300	300
Pesticide training				-	270
Tri State Seminar @ \$95.00 EA				360	570
Wastewater collections & treatment @ \$198.00 ea				1,188	1,188
Books and Subscriptions	-	-	-	-	-
Dues and Memberships	5,087	2,898	2,000	2,000	2,375
CRRSCO membership dues				2,000	2,000
ISA membership 2 years				-	225
NASSCO membership 2 @ \$75.00				-	150
<b>TOTAL CATEGORY</b>	<b>1,270,515</b>	<b>1,714,700</b>	<b>1,511,541</b>	<b>1,483,462</b>	<b>1,472,311</b>
<b>Supplies</b>					
Improvements Noncapital	13,667	5,420	20,000	10,000	20,000
Concrete new installation for WWTP's				10,000	20,000
Office Supplies	953	709	1,630	775	965
Cell phone supplies				125	250
Office supplies				350	385
Toner				300	330
Specialty Supplies	90,886	63,830	84,791	80,899	94,895
Air scour regulator for Sec. 18 membranes 2 ea				289	300
Batteries for generators & misc. City wide				1,000	1,000
Belts for sludge press @ Sec. 10				-	3,950
Compressor & blower parts				6,000	6,600
Electrical supplies (wire, fuses, conduit, tape, bat.)				8,000	8,800
Fire hoses				660	725
Generator parts				2,000	2,200
Gloves, vests, hats, sunglasses				1,000	1,100
Heavy equipment parts				7,700	8,400
High output UV lamps & parts				7,000	11,500
Hoses for pumper truck & trash pump				4,000	4,400
Ice				850	890
Membrane accessories				5,500	6,050
Oxygen, misc. gasses for welder, torches				800	880
Pipes, couplers, fittings				9,000	9,900
Pump & motor parts				6,000	6,600
Pump & press parts (seals, gaskets, O-Rings)				12,600	12,600
Sec. 10 & 18 head works parts				5,000	5,500
Steel				3,500	3,500
Computer Software	665	327	-	-	-
Gasoline	26,165	19,614	26,180	16,538	21,156
8,200 Gallons @\$2.50/gal				15,882	20,500
8,200 Gallons Fuel Facility Charge @\$0.08/gal				656	656



# ENTERPRISE FUNDS

## WASTEWATER FUND

### Operations

	FY14 Actual	FY15 Actual	FY16 Budget	FY16 Estimate	FY17 Budget
<b>Supplies</b>					
Diesel	17,404	15,034	24,129	14,159	20,636
6,700 Gallons @\$3.00/gal				13,623	20,100
6,700 Gallons Fuel Facility Charge @\$0.08/gal				536	536
Uniforms	6,798	8,922	10,800	10,750	11,203
Allowance for steel toed boots				2,850	2,850
Jackets				350	350
Uniform rental and cleaning				7,550	8,003
Cleaning Supplies	-	-	400	400	440
Paper towels				400	440
Chemical Products	175,064	174,043	260,500	142,200	167,900
Bleach for Section 10 & 18				48,200	53,000
Caustic soda				1,000	2,000
Degreaser for 18/1 & 18/2 lift station				11,000	12,100
Odor control for lift station				45,000	59,400
Pesticides				500	1,000
Polymer for presses				34,000	37,400
Root killer				2,500	3,000
<b>TOTAL CATEGORY</b>	<b>331,603</b>	<b>287,899</b>	<b>428,430</b>	<b>275,721</b>	<b>337,195</b>
<b>Property</b>					
Appliances	-	-	1,078	1,078	1,500
Dryer replacement				1,078	-
Refrigerator replacement				-	1,500
Tools	3,262	8,653	5,500	2,750	5,500
Tools for all facilities & vehicles				2,750	5,500
Computer Equipment<\$5,000	2,664	4,484	14,000	9,295	15,000
Programmable logic controller components				5,000	10,000
SCADA system components				4,295	5,000
Equipment<\$5,000	20,125	20,165	69,341	55,906	74,421
5-Ton A/C unit for Sec. 18 control room				-	4,900
A/C Units for various locations (3)				4,900	9,000
A/C window units for various locations (5)				-	1,000
A/C Window units Sec. 18 plant water pump house				755	-
Air compressors various plants & lift stations				500	1,000
D.O. Probes and caps				2,184	4,530
Dewatering pumps				532	1,000
Digital meters for Sec. 10 blowers				3,937	4,000
Ductile & cast iron Chain saw				2,600	-
HACH SC200 Controller				2,050	4,500
HACK SC1000 Controller & sun shield				3,000	3,300
Hydroranger 200 @ \$1735.00				3,470	3,800
Injection quill				1,250	2,500
Metering pump for polymer @ Sec. 10				-	1,637
Motors for various locations				5,000	5,500





# ENTERPRISE FUNDS

## WASTEWATER FUND

### Operations

	FY14 Actual	FY15 Actual	FY16 Budget	FY16 Estimate	FY17 Budget
<b>Property</b>					
Nozzles for camel trucks				2,000	2,200
Pressure washer				2,642	-
Priming pumps for Sec. 18 membranes				2,554	3,000
RACO verbatim autodialer alarm				2,291	3,300
Replacement valve for filters @ Sec. 10				-	2,260
Soft start for Sec. 10 Effluent pump				-	3,660
Static mixer for polymer for Sec. 10				-	1,725
Swamp cooler Section 10 press building				2,400	-
Swamp coolers & motors for Sec. 18 blower room				1,502	-
Swamp coolers for various facilities (6)				2,000	3,300
Transducer XPS-15				1,800	1,980
Transducers XPS-10				1,361	1,497
Valve replacement for Sec 18 air scour @ \$3560.00 ea.				7,179	-
Wash water pump & motor for press @ Sec. 10				-	4,832
<b>TOTAL CATEGORY</b>	<b>26,050</b>	<b>33,302</b>	<b>89,919</b>	<b>69,029</b>	<b>96,421</b>
<b>Capital Outlay</b>					
Machinery and Equipment	617,633	136,241	410,424	380,440	340,688
Heavy duty truck diagnostic scan tool				6,500	-
Influent pumps for Section 10				57,159	-
Membrane feed pumps				51,783	-
Mixer for Section 18 anoxic zone				10,915	-
Muffin monster for Section 10 press				9,648	-
New Applicator for Root Killer for sewer lines				-	6,506
New Emergency By-Pass Pump				-	61,600
Pump Controls				-	70,000
Pump for Section 10 Effluent Pump Station				-	22,870
Pump for Section 18 back wash pit				-	20,800
Pump for SR2 & 10/6 lift stations				25,139	-
Pumps for 16/2, 18/1 & 18/2 Lift stations				166,765	-
Replace Return Pump and Assembly Section 10 WWTP				-	34,000
Replace Thio-Guard Pump 10/1 Lift Station				-	7,060
Sewer Camera				-	98,090
Submersible pump for 10/1 lift station				17,548	-
Submersible pump for 10/6 lift station				19,416	-
Valve for Section 30				15,569	-
Water Pump and Assembly for Section 10 WWTP				-	19,762
Vehicles	48,029	-	35,177	65,562	-
2015 Chevy Silverado				31,286	-
2015 Chevy Silverado 3500HD pickup truck				34,276	-
<b>TOTAL CATEGORY</b>	<b>665,662</b>	<b>136,241</b>	<b>445,601</b>	<b>446,002</b>	<b>340,688</b>
<b>TOTAL</b>	<b>3,556,474</b>	<b>3,451,734</b>	<b>3,899,529</b>	<b>3,603,755</b>	<b>3,670,211</b>



# 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.

	FY14 Actual	FY15 Actual	FY16 Budget	FY16 Estimate	FY17 Budget
<b>Expenditures by Classification</b>					
Services and Other Charges	\$ 34,458	\$ 28,588	\$ 120,000	\$ 120,000	\$ 135,000
Debt service	1,949	-	70,000	-	70,000
<b>Total</b>	<b>\$ 36,408</b>	<b>\$ 28,588</b>	<b>\$ 190,000</b>	<b>\$ 120,000</b>	<b>\$ 205,000</b>
<b>Expenditures by Activity</b>					
General Government	\$ 36,408	\$ 28,588	\$ 190,000	\$ 120,000	\$ 205,000
<b>Total</b>	<b>\$ 36,408</b>	<b>\$ 28,588</b>	<b>\$ 190,000</b>	<b>\$ 120,000</b>	<b>\$ 205,000</b>



# ENTERPRISE FUNDS

## WATER RESOURCES FUND

	FY14 Actual	FY15 Actual	FY16 Budget	FY16 Estimate	FY17 Budget
<b>Services and Other Charges</b>					
Consultant Services	-	-	-	-	-
Other Contracted Services	34,458	28,588	120,000	120,000	135,000
Mohave Water Conservation District				8,300	15,000
MCWA for Kingman water holding fees				11,700	20,000
MCWA for Kingman water purchase of 130 acre feet				100,000	100,000
<b>TOTAL CATEGORY</b>	<b>34,458</b>	<b>28,588</b>	<b>120,000</b>	<b>120,000</b>	<b>135,000</b>
<b>Debt Service</b>					
Principal Payment	-	-	67,500	-	67,500
Principal paid on Cibola Water Rights Interfund Loan				-	67,500
Interest Payment	1,949	-	2,500	-	2,500
Interest paid on Cibola Water Rights Interfund Loan				-	2,500
<b>TOTAL CATEGORY</b>	<b>1,949</b>	<b>-</b>	<b>70,000</b>	<b>-</b>	<b>70,000</b>
<b>TOTAL</b>	<b>36,408</b>	<b>28,588</b>	<b>190,000</b>	<b>120,000</b>	<b>205,000</b>



# INTERNAL SERVICE FUNDS

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Internal Service Funds

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



# INTERNAL SERVICE FUNDS

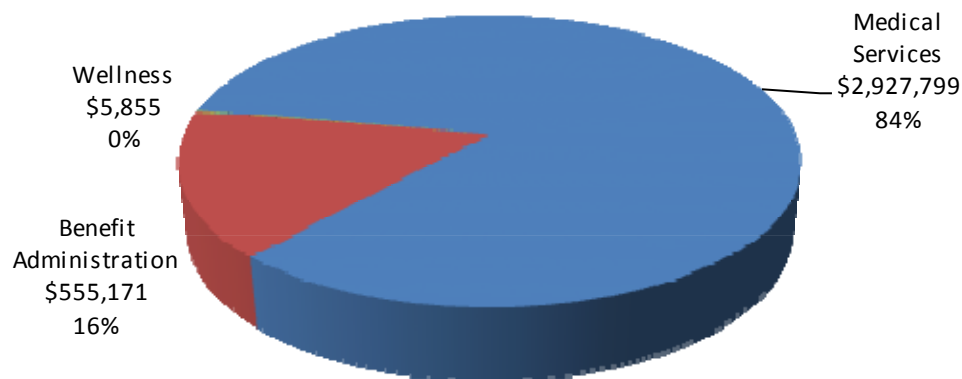
## NAEBT

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.

	FY14 Actual	FY15 Actual	FY16 Budget	FY16 Estimate	FY17 Budget
<b>Expenditures by Classification</b>					
Services and Other Charges	\$ 3,311,081	\$ 3,519,865	\$ 3,558,602	\$ 3,421,234	\$ 3,484,110
Supplies	-	145	4,715	700	4,715
<b>Total</b>	<b>\$ 3,311,081</b>	<b>\$ 3,520,010</b>	<b>\$ 3,563,317</b>	<b>\$ 3,421,934</b>	<b>\$ 3,488,825</b>
<b>Expenditures by Activity</b>					
Personnel Administration	\$ 3,311,081	\$ 3,519,615	\$ 3,557,462	\$ 3,421,059	\$ 3,482,970
Wellness Program	-	\$ 395	5,855	875	5,855
<b>Total</b>	<b>\$ 3,311,081</b>	<b>\$ 3,520,010</b>	<b>\$ 3,563,317</b>	<b>\$ 3,421,934</b>	<b>\$ 3,488,825</b>





# 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 314 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 facility which provides fuel service for city vehicles and equipment.

### FY 2015-2016 Highlights

- ✓ Designated area for fabrication of parts and improved work flow in Fleet Shop
- ✓ Auctioned obsolete vehicles

### FY 2016-2017 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
- ✓ Auction 14 vehicles

### Performance Objectives

MEASURE	FY15 Actual	FY16 Estimate	FY17 Budget
Routine Vehicle Service Calls	2,178	2,874	3,200
City Vehicles	292	314	314
Breakdown Service Calls	82	168	200



# INTERNAL SERVICE FUNDS

## FLEET SERVICES

	FY14 Actual	FY15 Actual	FY16 Budget	FY16 Estimate	FY17 Budget
<b>Expenditures by Classification</b>					
Personnel Cost	\$ 273,762	\$ 281,572	\$ 295,283	\$ 291,000	\$ 296,240
Services and Other Charges	110,254	127,987	129,866	123,181	130,546
Supplies	889,505	788,113	915,662	668,410	818,625
Property	7,115	4,954	10,820	7,239	3,000
Capital Outlay	-	20,631	52,769	22,794	-
Depreciation	248,006	217,362	550,000	300,000	300,000
Contingency	-	-	18,019	-	46,145
<b>Sub Total</b>	<b>1,528,642</b>	<b>1,440,619</b>	<b>1,972,419</b>	<b>1,412,624</b>	<b>1,594,556</b>
Cost Recovery	(2,860)	(3,363)	-	-	-
<b>Total</b>	<b>\$ 1,525,782</b>	<b>\$ 1,437,256</b>	<b>\$ 1,972,419</b>	<b>\$ 1,412,624</b>	<b>\$ 1,594,556</b>
<b>Expenditures by Activity</b>					
Fleet Services	1,528,642	1,440,619	1,972,419	1,412,624	1,594,556
<b>Total</b>	<b>\$ 1,528,642</b>	<b>\$ 1,440,619</b>	<b>\$ 1,972,419</b>	<b>\$ 1,412,624</b>	<b>\$ 1,594,556</b>
<b>Staffing</b>					
Foreman	1.00	1.00	1.00	1.00	1.00
Mechanic I	2.00	2.00	2.00	2.00	2.00
Mechanic II	1.00	1.00	1.00	1.00	1.00
Office Assistant II	1.00	1.00	1.00	1.00	1.00
<b>Fleet Services</b>	<b>5.00</b>	<b>5.00</b>	<b>5.00</b>	<b>5.00</b>	<b>5.00</b>



# INTERNAL SERVICE FUNDS

## FLEET SERVICES

	FY14 Actual	FY15 Actual	FY16 Budget	FY16 Estimate	FY17 Budget
<b>Personnel Costs</b>					
Regular Full-Time	185,751	191,629	204,687	201,427	208,293
Overtime	4,258	4,084	2,700	1,922	2,000
Accrued Leave Paid	-	-	1,021	1,021	967
Health Insurance	58,331	59,976	58,752	59,976	58,752
Social Security Taxes	77				
Medicare	2,339	2,555	3,022	2,773	3,063
ICMA Retirement	17,202	17,714	18,769	17,943	19,031
Workers Compensation	5,804	5,614	6,332	5,938	4,134
<b>TOTAL CATEGORY</b>	<b>273,762</b>	<b>281,572</b>	<b>295,283</b>	<b>291,000</b>	<b>296,240</b>
<b>Services and Other Charges</b>					
Other Professional Services	1,546	476	5,060	1,600	4,310
Backflow assembly for Annex				1,600	-
Used oil pickup and disposal				-	750
Wash Bay pump out and wash				-	3,560
Permitting and Misc. Fees	224	256	548	548	548
Storage Tank Permit fee				500	500
Vehicle registrations				48	48
Other Contracted Services	7,017	6,526	11,525	12,970	13,050
Fire Extinguisher service and certification				650	650
Fuel Facility inspection				2,300	2,300
Mandatory safety inspections				2,100	2,100
Vehicle washes				7,920	8,000
Water	6,274	11,202	6,790	6,576	6,638
1285 Alonas Way Acct 0108458				5,989	6,000
1285 Alonas Way Fire Acct 0108462				587	638
Electric	23,419	23,043	24,200	22,293	23,100
Alonas Way Acct 083				4,240	4,300
Alonas Way Acct 137				18,053	18,800
Natural Gas	4,772	5,876	6,900	5,213	5,300
1285 Alonas Way Acct 1059604				5,213	5,300
General Equipment Repairs	1,631	993	1,000	872	1,000
Shop equipment repairs				872	1,000
Vehicle Repairs and Service	12,714	24,829	15,000	15,000	15,000
Outside labor for vehicle repairs				15,000	15,000
Maintenance Agreements	250	-	2,097	2,097	2,097
Parts Washer maintenance				2,097	2,097
Software/Hardware Agreement	4,013	5,533	5,430	3,607	5,110
Additional vehicle numbers for system				410	413
Fuel Billing software				165	165





# INTERNAL SERVICE FUNDS

## FLEET SERVICES

	FY14 Actual	FY15 Actual	FY16 Budget	FY16 Estimate	FY17 Budget
<b>Services and Other Charges</b>					
Fuel Pump Tech Support				175	175
Heavy Duty Vehicle repair software				-	1,500
Hosting software annual subscription				2,857	2,857
Other Repairs and Maintenance	-	-	-	704	1,500
Fuel Facility repairs				704	1,500
Equip. and Vehide Rental	42	-	-	-	200
Propane tank for backup generator				-	200
Office Equipment Lease	3,848	3,550	4,410	4,360	4,410
Color copies charge				400	450
Copier lease				3,960	3,960
Property and Risk Insurance	41,017	43,051	43,442	43,442	43,789
Cellular Service	324	338	396	456	456
Cellphone (1)				456	456
Custom Printing	472	499	500	499	500
Repair Order forms				499	500
Per Diem	92	-	120	90	120
Rocky Mountain Fleet Association seminar				90	120
Lodging	264	242	250	463	475
Rocky Mountain Fleet Association seminar				463	475
Transportation	-	32	100	50	100
Rocky Mountain Fleet Association seminar				50	100
Seminars and Conferenæes	1,220	460	510	1,253	1,255
Fleet Training				450	450
Rocky Mountain Fleet Association seminar				803	805
Books and Subscriptions	770	771	978	778	978
Vehicle manuals				-	200
Web manual for equipment				778	778
Dues and Memberships	310	310	310	310	310
Rocky Mountain Fleet Association membership				310	310
Towing Charges	35	-	300	-	300
Towing charges				-	300
<b>TOTAL CATEGORY</b>	<b>110,254</b>	<b>127,987</b>	<b>129,866</b>	<b>123,181</b>	<b>130,546</b>
<b>Supplies</b>					
Improvements Noncapital	-	-	-	-	-
Office Supplies	-	1,096	900	450	900
Pens, pencils, pads, folders, rubber bands				450	900
Specialty Supplies	1,124	-	-	-	-
Computer Software	-	-	-	-	-
Shop Supplies	4,311	10,419	7,000	7,000	10,000
Cleaners, gloves, safety goggles				1,400	3,000



# INTERNAL SERVICE FUNDS

## FLEET SERVICES

	FY14 Actual	FY15 Actual	FY16 Budget	FY16 Estimate	FY17 Budget
<b>Supplies</b>					
Heat shrink, bulbs, fasteners, etc.				4,730	6,000
Welding supplies and oxygen				870	1,000
Gasoline	473,407	376,847	501,315	327,104	422,068
City Vehicles/Equipment 161,627 Gallons @\$2.50/gal				313,251	404,068
Non-City Vehicles/Equipment 7,200 Gallons @\$2.50/gal				13,853	18,000
Diesel	169,477	118,097	166,463	93,872	141,417
City generators 100 Gallons @\$3.00/gal				114	300
City Vehicles/Equipment 44,539 Gallons @\$3.00/gal				91,093	133,617
Non-City Vehicles/Equipment 2,500 Gallons @\$3.00 Gallon				2,665	7,500
Tires	66,155	67,804	70,000	70,000	70,000
Tires				70,000	70,000
Oil and Other Lubricants	17,875	20,371	16,000	16,000	16,000
Oil and bulk fluids				16,000	16,000
Auto Parts	156,480	192,555	153,000	153,000	157,000
Auto parts				153,000	157,000
Uniforms	676	924	984	984	1,240
Allowance for steel toed boots x4				433	600
Jackets				200	-
Replacement shirts and pants (5 ea) x4				351	640
<b>TOTAL CATEGORY</b>	<b>889,505</b>	<b>788,113</b>	<b>915,662</b>	<b>668,410</b>	<b>818,625</b>
<b>Property</b>					
Tools	1,042	1,394	3,000	264	3,000
Drill/impact wrench				246	-
Mechanic's small tools				18	3,000
Computer Equipment<\$5,000	-	-	1,400	1,400	-
Laptop for diagnostic software				1,400	-
Equipment<\$5,000	6,073	3,560	6,420	5,575	-
Equipment Diagnostic Tool				2,045	-
Motorcycle Lift				1,700	-
Sandblasting cabinet				1,830	-
Capital Asset Write Off	-	-	-	-	-
<b>TOTAL CATEGORY</b>	<b>7,115</b>	<b>4,954</b>	<b>10,820</b>	<b>7,239</b>	<b>3,000</b>
<b>Capital Outlay</b>					
Machinery and Equipment	-	-	-	-	-
Vehicles	-	-	52,769	22,794	-
Fleet Pool Vehicle				22,794	-
Asset Write Off	-	20,631	-	-	-
<b>TOTAL CATEGORY</b>	<b>-</b>	<b>20,631</b>	<b>52,769</b>	<b>22,794</b>	<b>-</b>
<b>Depreciation</b>					
Depreciation	248,006	217,362	550,000	300,000	300,000
Fleet Depreciation Expense				300,000	300,000
<b>TOTAL CATEGORY</b>	<b>248,006</b>	<b>217,362</b>	<b>550,000</b>	<b>300,000</b>	<b>300,000</b>



# INTERNAL SERVICE FUNDS

## FLEET SERVICES

	FY14 Actual	FY15 Actual	FY16 Budget	FY16 Estimate	FY17 Budget
<b>Contingency</b>					
Contingency	-	-	18,019	-	46,145
Fuel facility charge for FY17				-	18,247
To be used for Replacement Vehicles				-	27,898
<b>TOTAL CATEGORY</b>	<b>-</b>	<b>-</b>	<b>18,019</b>	<b>-</b>	<b>46,145</b>
<b>TOTAL</b>	<b>1,528,643</b>	<b>1,440,619</b>	<b>1,972,419</b>	<b>1,412,624</b>	<b>1,594,556</b>



# INTERNAL SERVICE FUNDS

## RISK MANAGEMENT

The Risk Management division is responsible for reducing; eliminating or transferring liabilities for loss exposures associated with city operations and for properly disposing of liability claims against the City. The division strives to improve the safety of the City's operations through 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.

	FY14 Actual	FY15 Actual	FY16 Budget	FY16 Estimate	FY17 Budget
<b>Expenditures by Classification</b>					
Personnel Costs	\$ 113,712	\$ 112,478	\$ 121,786	\$ 120,891	\$ 105,092
Services and Other Charges	1,313,425	1,307,424	1,388,241	1,380,439	1,255,679
Supplies	2,998	1,181	6,912	5,912	6,212
Property	740	-	950	5,250	950
<b>Total</b>	<b>\$ 1,430,875</b>	<b>\$ 1,421,083</b>	<b>\$ 1,517,889</b>	<b>\$ 1,512,492</b>	<b>\$ 1,367,933</b>
<b>Expenditures by Activity</b>					
Risk Management	\$ 833,127	\$ 957,381	\$ 986,869	\$ 992,492	\$ 992,933
Workers Compensation	597,748	463,702	531,020	520,000	375,000
<b>Total</b>	<b>\$ 1,430,875</b>	<b>\$ 1,421,083</b>	<b>\$ 1,517,889</b>	<b>\$ 1,512,492</b>	<b>\$ 1,367,933</b>
<b>Staffing</b>					
HR/Risk Manager	0.50	0.50	0.60	0.50	0.60
Human Resources Specialist	0.70	0.70	0.70	0.70	0.40
Administrative Assistant	0.35	0.35	0.00	0.35	0.00
Office Specialist II	0.00	0.00	0.25	0.00	0.25
<b>Total</b>	<b>1.55</b>	<b>1.55</b>	<b>1.55</b>	<b>1.55</b>	<b>1.25</b>



# CAPITAL PROJECT FUNDS

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Capital Project Funds

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**Drainage Improvements**  
**BHC/Laughlin Bridge**  
**Street Improvements**  
**Park Improvements**  
**Street Lighting Districts**  
**Municipal Facilities**  
**Capital Improvement Plan**



# CAPITAL PROJECT FUNDS

## Capital Project Funds

	FY14 Actual	FY15 Actual	FY16 Budget	FY16 Estimate	FY17 Budget
Drainage Improvements					
City Manager	19,349	20,123	20,836	20,103	21,115
Street Maintenance	226,728	260,652	302,623	275,588	310,793
Public Works Admin	79,600	100,110	69,729	67,900	70,339
Engineering	111,573	161,279	116,453	115,314	117,985
Capital Outlay		64,343			
Capital Projects	2,439,995	1,292,638	1,087,938	618,219	1,638,695
Contingency	-	-	265,147	-	-
BHC/Laughlin Bridge	-	-	-	-	2,128,400
Street Improvements	326,959	1,469,133	1,487,588	1,114,406	1,225,000
Park Improvements	16,546	100,622	500,000	-	585,000
Street Lighting Districts					
Finance	2,577	2,680	2,801	2,753	2,859
Energy Costs	69,413	59,233	72,054	68,941	69,559
Municipal Facilities	-	-	30,000	-	30,000
Public Safety					
Police Radio Upgrade	-	-	1,500,000	1,500,000	-
<b>Total</b>	<u>3,292,740</u>	<u>3,530,813</u>	<u>5,455,169</u>	<u>3,783,224</u>	<u>6,199,745</u>



# CAPITAL PROJECT FUNDS

## CAPITAL IMPROVEMENT PLAN

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

Projects included in the 2017-2021 CIP will form the basis for appropriations in the 2016-2017 fiscal year budget. Some projects will affect the City's budget process five to ten years into the future. Individual projects will continue to be subjected to ongoing community and City Council review and discussion during the annual appropriations process.

The Capital Improvement Plan is also an important public 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 PROJECT FUNDS

## CAPITAL IMPROVEMENT PLAN

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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 PROJECT FUNDS

## CAPITAL IMPROVEMENT PLAN

Page No.	Project Title	FY 17 Budget
<b>Drainage Improvements</b>		
281	Buena Vista Area Flooding Abatement	\$ 200,000
283	Miscellaneous Drainage Improvements and Wash Maintenance	238,695
284	Secret Pass & Silver Creek Washes @ Parkway	400,000
285	Arcadia-Gold Rush Roadway & Drainage Improvements	350,000
286	Riverview Drive Improvements	200,000
287	FEMA CTP Project	50,000
292	Rio Lomas Area Drainage Improvements	100,000
293	Rotary Park Drainage Improvements	100,000
<b>Total Drainage Improvements</b>		<b>\$ 1,638,695</b>
<b>Municipal Facilities</b>		
294	Facility Improvements	\$ 30,000
<b>Total Municipal Facilities</b>		<b>\$ 30,000</b>
<b>Park Improvements</b>		
295	Gary Keith Park Development	\$ 35,000
296	Rotary Park Improvements	100,000
298	Veterans Park Improvements	450,000
<b>Total Park Improvements</b>		<b>\$ 585,000</b>
<b>Sewer Improvements</b>		
307	Manhole Rehabilitation	\$ 150,000
309	Section 10 Effluent Injection Wells	475,000
315	Section 18 WWTP Sludge Press	400,000
316	Section 18 WWTP Membrane Replacement	725,000
<b>Total Sewer Improvements</b>		<b>\$ 1,750,000</b>
<b>Transportation</b>		
318	Neighborhood Street Improvement Program	\$ 1,050,000
319	Riverview Extension From Balboa to Riviera	75,000
322	Bullhead Parkway Section Repairs	100,000
324	Bullhead/Laughlin 2nd Bridge	2,128,400
<b>Total Transportation</b>		<b>\$ 3,353,400</b>
<b>Total Capital Projects</b>		<b>\$ 7,357,095</b>



# CAPITAL PROJECT FUNDS

## CAPITAL IMPROVEMENT PLAN

Categories	Planned				
	FY17	FY18	FY19	FY20	FY21
<b>Drainage Improvements</b>					
Buena Vista Abatement	\$ 200,000	\$ -	\$ -	\$ -	\$ -
Miracle Mile Drainage Improvements	-	570,000	-	-	-
Miscellaneous Drainage Improvements					
Drainage Improvements & Wash Main	238,695	250,000	250,000	250,000	250,000
Secret Pass & Silver Crk Washes @ Prl	400,000	1,000,000	-	-	-
Arcadia-Gold Rush Roadway & Draina	350,000	60,000	-	-	-
Riverview Drive	200,000	-	-	-	-
FEMA CTP Project	50,000	-	50,000	-	50,000
Comprehensive Drainage Master Plan	-	-	250,000	250,000	-
Arcadia/Montana Wash Culvert Crossi	-	-	350,000	-	-
Landon/Black Wash Culvert Crossing	-	-	-	350,000	-
Bullhead Parkway Drainage Stabilizatio	-	-	-	400,000	-
Rio Lomas Abatement	100,000	-	-	-	-
Rotary Park Drainage Improvements	100,000	-	-	-	-
<b>Total</b>	<b>\$ 1,638,695</b>	<b>\$ 1,880,000</b>	<b>\$ 900,000</b>	<b>\$ 1,250,000</b>	<b>\$ 300,000</b>
<b>Municipal Facilities</b>					
City Hall					
HVAC Evaluation & Replacement	30,000	1,000,000	-	-	-
<b>Total</b>	<b>\$ 30,000</b>	<b>\$ 1,000,000</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>
<b>Park Improvements</b>					
Gary Keith Park Development	35,000	-	-	-	50,000
Rotary Park Improvements					
Rotary Park Improvements	100,000	50,000	25,000	25,000	25,000
Rotary Park Splash Pad	-	25,000	-	-	-
Veterans Park Improvements					
Sunshine Marina	450,000	-	-	-	25,000
Riviera Marina Improvements	-	25,000	-	-	-
Colorado River Nature Center	-	-	-	-	25,000
<b>Total</b>	<b>\$ 585,000</b>	<b>\$ 100,000</b>	<b>\$ 25,000</b>	<b>\$ 25,000</b>	<b>\$ 125,000</b>
<b>Sewer Improvements</b>					
Lift Station Rehab					
18-2 Lift Station Odor Control	-	-	-	-	150,000
Chaparral Lift Station Decommissionin	-	75,000	-	-	-
16-2 Lift Station Controls Upgrade	-	300,000	-	-	-
Primrose Lift Station Controls Upgrade	-	100,000	-	-	-
River Retreat Lift Station Upgrade	-	50,000	-	-	-
Laughlin Ranch Lift Station Odor Con	-	-	-	-	150,000
Manhole Rehabilitation	150,000	150,000	150,000	150,000	150,000
Miscellaneous Sewer Improvements					
Section 10 Effluent Injection Wells	475,000	-	-	-	-
Georgia Lane Sewer	-	200,000	-	-	-
Effluent Reuse/Disposal Master Plan	-	-	50,000	-	-
West Branch Sewer Rehabilitation	-	50,000	750,000	-	-
Original Bullhead Odor Control Unit	-	150,000	-	-	-



# CAPITAL PROJECT FUNDS

## CAPITAL IMPROVEMENT PLAN

Categories	Planned				
	FY17	FY18	FY19	FY20	FY21
<b>Sewer Improvements</b>					
Section 18 Wastewater Treatment Plant Improvements					
Odor Control Unit & Enclosure	-	200,000	-	-	-
Sludge Press	400,000				
Membrane Replacement	725,000	-	850,000	-	-
Electrical & Controls Upgrade	-	300,000	300,000	-	-
<b>Total</b>	<b>\$ 1,750,000</b>	<b>\$ 1,975,000</b>	<b>\$ 2,300,000</b>	<b>\$ 350,000</b>	<b>\$ 650,000</b>
<b>Transportation</b>					
Annual Street Maintenance					
Neighborhood Street Maintenance	\$ 1,050,000	\$ 900,000	\$ 100,000	\$ 100,000	\$ 1,000,000
Riverview Extension from Balboa to R	75,000	-	-	-	-
Arcadia Extension	-	100,000	400,000	700,000	300,000
Landon Extension	-	100,000	650,000	350,000	-
Bullhead Parkway					
Section Repairs	100,000	100,000	100,000	100,000	
Rehabilitation	-	-	-	-	12,000,000
Bullhead/Laughlin 2nd Bridge	2,128,400	-	-	-	-
<b>Total</b>	<b>\$ 3,353,400</b>	<b>\$ 1,200,000</b>	<b>\$ 1,250,000</b>	<b>\$ 1,250,000</b>	<b>\$ 13,300,000</b>
<b>Total Projects</b>	<b>\$ 7,357,095</b>	<b>\$ 6,155,000</b>	<b>\$ 4,475,000</b>	<b>\$ 2,875,000</b>	<b>\$ 14,375,000</b>



# CAPITAL PROJECT FUNDS

## Buena Vista Area Flooding Abatement

Category: Drainage	Department: Public Works
Focus Area: Flood Control	Department Priority: 1
Location: Buena Vista	Fund: 304
Estimated Completion Date: 2017	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 findings 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.

		FY 2017 Budget Distribution	
Total Project Cost	383,671	Planning/Design	-
Prior Year(s) Funding	103,671	Acquisition/Relocation	-
FY 2017 Adopted	200,000	Site Improvements	-
FY 2017 – FY 2020 Planned	-	Construction	200,000
Remaining Need	-	Furniture/Fixtures/Equipment	-
		Other	-
		Total	200,000

Funding Source(s): Flood Control



# CAPITAL PROJECT FUNDS

## Miracle Mile Drainage Improvements

Category: Drainage	Department: Public Works
Focus Area: Flood Control	Department Priority: 2
Location: Miracle Mile Corridor South of Riverview Mall	Fund: 304- Flood Control
Estimated Completion Date: 2018	Project #: Not yet assigned

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

**Purpose:** These improvements will 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 funded 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.

		FY 2017 Budget Distribution	
Total Project Cost	770,000	Planning/Design	-
Prior Year(s) Funding	-	Acquisition/Relocation	-
FY 2017 Adopted	-	Site Improvements	-
FY 2018 – FY 2021 Planned	570,000	Construction	-
Remaining Need	-	Furniture/Fixtures/Equipment	-
		Other	-
		Total	-

Funding Source(s): Flood Control



# CAPITAL PROJECT FUNDS

## 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: 2022	Project #:Various

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

**Purpose:** These improvements will 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 are the lower (west of SR 95) portions of the Chaparral and Havasupai Wash drainage basins, the Silver Creek Slope Stabilization, and Montana Wash Area Drainage Improvements. 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 will protect existing properties and infrastructure.

		FY 2017 Budget Distribution	
Total Project Cost	-	Planning/Design	38,695
Prior Year(s) Funding	-	Acquisition/Relocation	-
FY 2017 Adopted	238,695	Site Improvements	-
FY 2018 – FY 2021 Planned	1,250,000	Construction	200,000
Remaining Need	250,000	Furniture/Fixtures/Equipment	-
		Other	-
		Total	238,695

Funding Sources(s): Flood Control



# CAPITAL PROJECT FUNDS

## Miscellaneous Drainage Improvements Secret Pass & Silver Creek Washes at Parkway

Category: Drainage

Department: Public Works

Focus Area: Flood Control

Department Priority: 1

Location: Bullhead Parkway

Fund: 304 – Flood Control

Estimated Completion Date: 2018

Project #: 15-E-012

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

**Purpose:** The improvements will address drainage issues and concerns at the Secret Pass and Silver Creek Wash crossings of the Parkway, to protect the integrity of the Parkway and the functionality of the wash crossing structures 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:** During several storms over the past few years, in particular one that occurred in October 2015, it has been discovered that the upstream flow patterns in both washes have changed, and the diverted flows now threaten to overtop and wash out the Parkway at both locations, as well as cause significant damage to the existing drainage structures at each crossing. Silver Creek Wash has already been hydraulically evaluated in detail so that permanent improvements, including armored levees, can be designed. The same will occur at Secret Pass Wash.

**Operating Impact:** : The reduction of sedimentation, erosion and flooding in both locations will significantly reduce storm cleanup efforts, will enhance emergency and public access to these areas, and will protect existing properties and infrastructure.

		FY 2017 Budget Distribution	
Total Project Cost	1,434,885	Planning/Design	100,000
Prior Year(s) Funding	34,885	Acquisition/Relocation	-
FY 2017 Adopted	400,000	Site Improvements	-
FY 2018 – FY 2021 Planned	1,000,000	Construction	300,000
Remaining Need	-	Furniture/Fixtures/Equipment	-
		Other	-
			Total
			400,000

Funding Source(s): Flood Control



# CAPITAL PROJECT FUNDS

## Miscellaneous Drainage Improvements Arcadia – Gold Rush Roadway & Drainage Improvements

Category: Flood Control	Department: Public Works
Focus Area: Street Maintenance	Department Priority: 1
Location: Arcadia Blvd/Black Mountain/Gold Rush Rd	Fund: 304
Estimated Completion Date: 2017	Project #: Not yet assigned

**Description & Scope:** This project consists of the design and construction of a new 2 lane north-south roadway connecting North Oatman Road to Gold Rush Road near Riverview RV Resort, which will also include drainage improvements along Gold Rush Rd. and Black Mountain Rd.

**Purpose:** This new roadway will provide a new north-south corridor to help with traffic on the Parkway and SR95, and will also provide emergency access along the same corridor. Storm drain culverts along the corridor will help provide an all-weather crossing during storm events.

**History & Key Milestones:** We are sorely in need of additional north-south corridors between the Parkway and SR95 to relieve traffic and also to provide another emergency route from north to south. Gold Rush is already developed north of Casablanca and south of Black Mountain, and with this new roadway, a major north-south corridor will be available.

**Operating Impact:** These improvements will reduce travel time and distance and improve access along the corridor, while also reducing the volume of traffic on the existing north-south roadways. The new asphalt roadway will eliminate the need for Public Works crews to grade the existing gravel roadway.

		FY 2017 Budget Distribution	
Total Project Cost	410,000	Planning/Design	-
Prior Year(s) Funding	-	Acquisition/Relocation	-
FY 2017 Adopted	350,000	Site Improvements	350,000
FY 2018 – FY 2021 Planned	60,000	Construction	-
Remaining Need	-	Furniture/Fixtures/Equipment	-
		Other	-
		Total	350,000

Funding Source(s): CDGB Grant (\$350,000), Flood Control (\$60,000)





# CAPITAL PROJECT FUNDS

## Miscellaneous Drainage Improvements Riverview Drive Improvements

Category: Drainage	Department: Public Works
Focus Area: Flood Control	Department Priority: 1
Location: Riverview Road	Fund: 304 – Flood Control
Estimated Completion Date: 2017	Project #: 11-E-005

**Description & Scope:** The project consists of the design and construction of roadway and related drainage improvements to rebuild, widen and improve the profile of the existing pavement on Riverview Drive from Balboa to SR 95. A pedestrian bicycle trail will be provided along the roadway, as well as handicap ramps and other amenities.

**Purpose:** The existing roadway is in poor condition, is only 2 lanes wide, and, in some areas, is very hilly. There are also some areas of the roadway that experience significant flooding. While flooding will not be eliminated, it will be channeled to certain locations rather than occur the entire length of the road. The pavement will be rebuilt, a turn lane will be provided along the entire route to improve safety, and the rolling profile will be reduced for a safer ride.

**History & Key Milestones:** This project is funded through a WACOG Surface Transportation Program (STP) grant from the federal government, and approximately 94.3% of the project is federally funded, with the remaining funding coming from the City. Originally, when the second bridge to Laughlin was proposed to be located at Riverview, not only was Riverview to be significantly widened, but the goal was to connect Riverview to North Oatman through an S-curve connector, at which point the new bridge would be connected to both SR 95 and the Parkway. With the location of the second bridge moved farther south, the direct connection to North Oatman is not needed and the projected traffic volumes on North Oatman will be lower, therefore North Oatman and the connector were removed from the project. However, with the increased use of Rotary Park, the rolling nature of the Riverview Drive road segment from Lakeside Drive to SR 95, and the deteriorated condition of the existing pavement on Riverview, a rehabilitated, safer, flatter Riverview Drive is needed.

**Operating Impact:** With new asphalt pavement replacing the older pavement, and the drainage being channelized, maintenance of the roadway and storm cleanups will be reduced.

		FY 2017 Budget Distribution	
Total Project Cost	200,000	Planning/Design	50,000
Prior Year(s) Funding	-	Acquisition/Relocation	-
FY 2017 Adopted	200,000	Site Improvements	150,000
FY 2018 – FY 2021 Planned	-	Construction	-
Remaining Need	-	Furniture/Fixtures/Equipment	-
		Other	-
		Total	200,000

Funding Source(s): Flood Control



# CAPITAL PROJECT FUNDS

## Miscellaneous Drainage Improvements FEMA CTP Project

Category: Drainage	Department: Public Works
Focus Area: Flood Control	Department Priority: 1
Location: Various Areas	Fund: 304 – Flood Control
Estimated Completion Date: 2021	Project #: Not yet assigned

**Description & Scope:** The 2016 FEMA CTP Project (for FY2017) will evaluate flood risks within the City by conducting First Order Approximations (FOAs) for most of the City’s watercourses. Utilizing detailed hydraulic analysis previously prepared for the City, a Letter of Map Revision (LOMR) will be prepared for the Silver Creek Wash that will remap the existing Zone AO floodplains to more accurately delineate the floodplain. A detailed hydraulic analysis of Secret Pass Wash and Dump Wash will be conducted to confirm no breakout from Secret Pass Wash to Dump Wash, and a detailed hydraulic analysis of Soto Wash will be performed to quantify breakout flows across Bullhead Parkway and to identify mitigation solutions for containment. Subsequent year projects will concentrate on other areas of floodplain mapping and improvements.

**Purpose:** The project will evaluate flood risks throughout the community, more accurately map the Silver Creek Wash floodplain for flood hazard purposes, and conduct detailed hydraulic analyses of the Secret Pass, Dump, and Soto Washes to better understand the extent of flooding within these drainage basins, confirm the limits of flooding, and identify mitigation solutions and opportunities to prepare more accurate floodplain mapping.

**History & Key Milestones:** The City has held discussions and negotiations with FEMA and the Mohave County Flood Control District and was selected in 2014 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. Under the 2014 project, the City obtained detailed mapping of the entire City limits, which was and will be utilized for many years to come for a multitude of purposes. The City also conducted detailed hydraulic analyses of the Chaparral, Havasupai, Green, Davis, Highland, Williams, and Big Montana Washes and identified options to improve and protect properties and infrastructure in the areas. Because of the great success with the 2014 CTP project, the City has requested that Mohave County submit another application to FEMA for the 2016 CTP project, and they have agreed to do so. Under the 2014 project and again for this project, the City and Mohave County will enter into an IGA to facilitate Mohave County obtaining the FEMA grant on behalf of the City for the project, which will be funded 75% by FEMA and 25% by the City, with the County administering the grant and the consultant contract.

**Operating Impact:** Conducting FOAs throughout the City will provide a better understanding of the risks within the community for flooding, and the remapping of the Silver Creek Wash will result in more accurate Flood Insurance Rate Maps being prepared. The detailed evaluation of Secret Pass, Dump, and Soto Washes will give a better understanding of the flooding characteristics of these washes and will facilitate more accurate mapping and identification of improvements to mitigate flooding in these reaches.

### FY 2017 Budget Distribution

Total Project Cost	150,000	Planning/Design	-
Prior Year(s) Funding	-	Acquisition/Relocation	-
FY 2017 Adopted	50,000	Site Improvements	-
FY 2018 – FY 2021 Planned	100,000	Construction	50,000
Remaining Need	-	Furniture/Fixtures/Equipment	-
		Other	-
		<b>Total</b>	<b>50,000</b>

Funding Source(s): Flood Control (25%) and FEMA Grant (75%)



# CAPITAL PROJECT FUNDS

## Miscellaneous Drainage Improvements Comprehensive Drainage Master Plan

Category: Drainage

Department: Public Works

Focus Area: Flood Control

Department Priority: 3

Location: Various

Fund: 304 – Flood Control

Estimated Completion Date: 2021

Project #: Not yet assigned

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

**Purpose:** A comprehensive plan for addressing existing drainage system deficiencies will be developed and improvements, policies and procedures required to provide for the future impact that development will have on the system will be identified.

**History & Key Milestones:** A variety of projects have been conducted over the past few years to analyze and address specific drainage basins within the City, however no comprehensive study has been made for many years that will evaluate the entire community and develop strategies and plans to globally address drainage.

**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 will protect existing properties and infrastructure.

		FY 2017 Budget Distribution	
Total Project Cost	500,000	Planning/Design	-
Prior Year(s) Funding	-	Acquisition/Relocation	-
FY 2017 Adopted	-	Site Improvements	-
FY 2018 – FY 2021 Planned	500,000	Construction	-
Remaining Need	-	Furniture/Fixtures/Equipment	-
		Other	-
		Total	-

Funding Source(s): Flood Control



# CAPITAL PROJECT FUNDS

## Miscellaneous Drainage Improvements Arcadia/Montana Wash Culvert Crossing

Category: Drainage

Department: Public Works

Focus Area: Flood Control

Department Priority: 2

Location: Montana Wash/Arcadia Road

Fund: 304 – Flood Control

Estimated Completion Date: Mid 2020

Project #: 15-E-010

**Description & Scope:** The project will complete the design and construction of an all-weather culvert crossing of the Montana Wash at Arcadia Road.

**Purpose:** The project will provide an all-weather crossing of the Montana Wash for emergency and general access during storm events and will protect the existing roadway in the area.

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

**Operating Impact:** The all-weather crossing will enhance emergency and public access to the area (which is sometimes shut down when storm events hit the area) and protect existing properties and infrastructure. The culvert will help stabilize the channel of the Montana Wash, which will reduce the potential for scour and erosion (and subsequent maintenance) both upstream and downstream of the crossing.

### FY 2017 Budget Distribution

Total Project Cost	350,104	Planning/Design	-
Prior Year(s) Funding	104	Acquisition/Relocation	-
FY 2017 Adopted	-	Site Improvements	-
FY 2018 – FY 2021 Planned	350,000	Construction	-
Remaining Need	-	Furniture/Fixtures/Equipment	-
		Other	-
		Total	-

Funding Source(s): Flood Control



# CAPITAL PROJECT FUNDS

## Miscellaneous Drainage Improvements Landon Drive/Williams, Green, and Davis Washes Culvert Crossings

Category: Drainage

Department: Public Works

Focus Area: Flood Control

Department Priority: 1

Location: Landon at Wash Crossings

Fund: 304 – Flood Control

Estimated Completion Date: 2020

Project #: Not yet assigned

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

**Purpose:** The Landon Drive Extension will provide a major traffic corridor between the Parkway and SR 68 that will provide emergency access, especially if SR 95 at the Laughlin Bridge is closed down for any reason, and it will also provide access to additional lands in the northeastern portion of the city for development. This will also provide another access to SR 68 from the south, and to the Parkway from the north, helping to relieve traffic on SR 95 through the downtown area. The culvert crossings of these 3 washes will also provide stabilization to these washes downstream of the Landon crossings.

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

**Operating Impact:** Completing construction of the drainage improvements and the roadway will improve traffic flow and help stabilize the washes downstream of the road crossings.

		FY 2017 Budget Distribution	
Total Project Cost	350,000	Planning/Design	-
Prior Year(s) Funding	-	Acquisition/Relocation	-
FY 2017 Adopted	-	Site Improvements	-
FY 2018 – FY 2021 Planned	350,000	Construction	-
Remaining Need	-	Furniture/Fixtures/Equipment	-
		Other	-
		Total	-

Funding Source(s): Flood Control



# CAPITAL PROJECT FUNDS

## Miscellaneous Drainage Improvements Bullhead Parkway Drainage Stabilization

Category: Drainage	Department: Public Works
Focus Area: Flood Control	Department Priority: 1
Location: Bullhead Parkway	Fund: 304 – Flood Control
Estimated Completion Date: 2020	Project #: Not yet assigned

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

**Purpose:** Stabilizing the slopes on the Parkway will prevent further damage to the roadway and surrounding areas.

**History & Key Milestones** There is no history for this project as yet.

**Operating Impact:** Completing construction of the drainage improvements and the roadway will improve traffic flow and help stabilize the washes downstream of the road crossings.

		FY 2017 Budget Distribution	
Total Project Cost	400,000	Planning/Design	-
Prior Year(s) Funding	-	Acquisition/Relocation	-
FY 2017 Adopted	-	Site Improvements	-
FY 2018 – FY 2021 Planned	400,000	Construction	-
Remaining Need	-	Furniture/Fixtures/Equipment	-
		Other	-
		Total	-

Funding Source(s): Flood Control



# CAPITAL PROJECT FUNDS

## Rio Lomas Drainage Improvements

Category: Drainage	Department: Public Works
Focus Area: Flood Control	Department Priority: 1
Location: Rio Lomas	Fund: 304 – Flood Control
Estimated Completion Date: 2017	Project #: Not yet assigned

**Description & Scope:** This project will design and construction of a variety of different flood control improvements and repairs to public property, rights-of-way and infrastructure in the Rio Lomas area. Work can include channelization, storm sewers, pavement and concrete repair, and other related flood works.

**Purpose:** These improvements will address flooding and drainage issues and concerns in the area 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. Numerous areas have been addressed, with many more on the drawing board. In the Rio Lomas area flood channels, culverts, and other improvements have been identified to help mitigate flooding and other drainage issues in the area. Some work has begun, and this project will continue that work.

**Operating Impact:** The reduction of sedimentation, erosion, and flooding in various portions of the Rio Lomas area will significantly reduce storm cleanup efforts, will enhance emergency and public access to these areas, and will

protect existing properties and infrastructure.

		FY 2017 Budget Distribution	
Total Project Cost	203,671	Planning/Design	-
Prior Year(s) Funding	103,671	Acquisition/Relocation	-
FY 2017 Adopted	100,000	Site Improvements	-
FY 2018 – FY 2021 Planned	-	Construction	100,000
Remaining Need	-	Furniture/Fixtures/Equipment	-
		Other	-
		Total	100,000

Funding Source(s): Flood Control



# CAPITAL PROJECT FUNDS

## Rotary Park Drainage Improvements

Category: Drainage	Department: Public Works
Focus Area: Flood Control	Department Priority: 2
Location: Rotary Park	Fund: 304 – Flood Control
Estimated Completion Date: 2017	Project #: 14-C-002

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

**Purpose:** These improvements will 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.

		FY 2017 Budget Distribution	
Total Project Cost	140,722	Planning/Design	-
Prior Year(s) Funding	40,722	Acquisition/Relocation	-
FY 2017 Adopted	100,000	Site Improvements	-
FY 2018 – FY 2021 Planned	-	Construction	100,000
Remaining Need	-	Furniture/Fixtures/Equipment	-
		Other	-
		Total	100,000

Funding Source(s): Flood Control





# CAPITAL PROJECT FUNDS

## City Hall HVAC Evaluation & Replacement

Category: Municipal Facilities

Department: Public Works

Focus Area: Facilities Management

Department Priority: 2

Location: City Hall

Fund: 314 – Municipal Facilities

Estimated Completion Date: 2017

Project #: Not yet assigned

**Description & Scope:** The project consists of the evaluation of the City Hall HVAC System for optimal operation and to construct improvements.

**Purpose:** Due to the type (residential), size (relatively small) and number (37) of air conditioning units on City Hall, and the frequency of repair/replacement that has been and will continue to occur, a comprehensive evaluation of the existing system will be performed, to determine if the continued replacement of individual units is the most cost-effective way to continue into the future, or if a new system is warranted. Once a decision is reached on what to do, either the existing system will be modified/replaced, or a schedule to replace and/or upgrade the individual units will be prepared and implemented.

**History & Key Milestones:** When City Hall was designed and built, the architect and mechanical engineer recommended to the City that they utilize an HVAC system that consisted of many small, residential heat pumps located on the roof of the building, spread evenly out across the roof. This would allow individual control in smaller areas, and replacement costs for the individual units could be staged over several years. Unfortunately, we have already had to replace a number of these residential units and the control of them together to provide a comfortable, efficient temperature throughout the building has been a challenge. Other types of HVAC systems are available for buildings of this size and layout, and one or more of them could prove to be significantly lower in overall operating and capital costs than the current system, hence the need for an evaluation.

**Operating Impact:** Once the optimal system is selected and then installed, overall costs should be reduced, and more uniform, efficient temperature control should be available throughout the building.

		FY 2017 Budget Distribution	
Total Project Cost	1,030,000	Planning/Design	30,000
Prior Year(s) Funding	-	Acquisition/Relocation	-
FY 2017 Adopted	30,000	Site Improvements	-
FY 2018 – FY 2021 Planned	1,000,000	Construction	-
Remaining Need	-	Furniture/Fixtures/Equipment	-
		Other	-
		<b>Total</b>	<b>30,000</b>

Funding Source(s): General Fund



# CAPITAL PROJECT FUNDS

## Gary Keith Park Developments

Category: Parks	Department: Public Works
Focus Area: Park Improvements	Department Priority: 2
Location: Gary Keith Park	Fund: 312 – Parks and Recreation
Estimated Completion Date: 2022	Project #: Not yet assigned

**Description & Scope:** This project includes improvements for the development of Gary Keith Park will be designed and then constructed. A conceptual plan will be prepared and approved by the City after which detailed design will be performed, and ultimately construction of the improvements.

**Purpose:** This prime parcel of land located at the intersection of the Marina Boulevard and State Route 95 is centrally located and visible to traffic utilizing these 2 busy thoroughfares. Several activities are already held in this location, although few permanent improvements have been constructed, and development of a complete park will provide many more opportunities for recreation and enjoyment for our residents in the central part of the city.

**History & Key Milestones:** Preliminary plans for development of this park have been discussed in the community for many years, and some minor improvements have been installed. A group has been established to pursue securing private funds and services to perform the work. A full plan for the park is needed, after which the improvements can be scheduled to be installed by private individuals and service organizations.

**Operating Impact:** Once the improvements are complete, it is anticipated that additional resources will be required to maintain any turf or other landscaping installed, and any hard improvements installed (restrooms, parking lots, lighting, shade structures, etc.) will require periodic maintenance. Other park amenities will also require some type of maintenance.

		FY 2017 Budget Distribution	
Total Project Cost	85,000	Planning/Design	-
Prior Year(s) Funding	-	Acquisition/Relocation	-
FY 2017 Adopted	35,000	Site Improvements	35,000
FY 2018 – FY 2021 Planned	-	Construction	-
Remaining Need	50,000	Furniture/Fixtures/Equipment	-
		Other	-
		<b>Total</b>	<b>35,000</b>

Funding Source(s): General Fund and Community Grant (\$25,000)



# CAPITAL PROJECT FUNDS

## Rotary Park Improvements

Category: Parks

Department: Public Works

Focus Area: Entire Park

Department Priority: 1

Location: Rotary Park

Fund: 312 – Parks and Recreation

Estimated Completion Date: 2022

Project #: Not yet assigned

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

**Purpose:** Currently, a 15-acre multi-use field has been constructed in Rotary Park, and will require lighting and other improvements at a future date. In addition, one 3-plex is currently under construction and one 4-plex baseball/softball field complex is proposed to be constructed in the future, to provide needed recreation facilities for many children, adults, and seniors. These facilities will allow the City to expand the amount of special events and sports tournaments that we host each year. Rotary Park already contains several trail sections, and this portion of the project will consist of the installation of additional trails to create a complete network in the park.

**History & Key Milestones:** Rotary Park has a history of constructing needed recreation facilities, funded by the City in many instances, but also significantly funded by private organizations and users, such as the Legacy Foundation, AYSO, Pop Warner and Little League, to name a few. Many citizens of the community have provided labor, materials, equipment and funding to help create the park we have. Most recently, the 15-acre multi-use field along Riverview was completed, with the majority of the work, materials, labor and equipment provided by the Legacy Foundation and its partners. When funding is identified, lighting of the field will be installed, as well as other facilities. A new 3-plex is also under construction and a new 4-plex softball/baseball complex has been designed by City staff, and when funding for construction is programmed, construction can begin. Several trails have been constructed over the past decade and a trail that will run along the entire length of Riverview will be constructed as a part of an upcoming roadway project, however additional trails would tie existing trails together, improve access to certain portions of the park that currently are somewhat remote, and would allow for more strenuous and extended use by those wishing to travel the trails for training and exercise.

**Operating Impact:** As ball fields and other amenities continue to be added, additional staff will be required to maintain the grass, trees, parking, and other facilities added. Annual expenses associated with reseeding and maintenance of the turf will also be needed. Once complete, the trails will require periodic ongoing maintenance.

### FY 2017 Budget Distribution

Total Project Cost	250,000	Planning/Design	-
Prior Year(s) Funding (Grant)	-	Acquisition/Relocation	-
FY 2017 Adopted	100,000	Site Improvements	100,000
FY 2018 – FY 2021 Planned	125,000	Construction	-
Remaining Need	25,000	Furniture/Fixtures/Equipment	-
		Other	-
		<b>Total</b>	<b>100,000</b>

Funding Source(s): General Fund



# CAPITAL PROJECT FUNDS

## Rotary Park Splash Pad

Category: Parks

Department: Public Works

Focus Area: Park Improvements

Department Priority: 2

Location: Rotary Park

Fund: 312 – Parks and Recreation

Estimated Completion Date: 2018

Project #: Not yet assigned

**Description & Scope:** This project includes the design and construction of a splash pad similar to the one installed at Ken Fovargue Park at Rotary Park. The splash pad consists of a concrete pad area that is sloped to drain to one or more spots, so that water will be collected and can be recycled for use at the splash pad. The splash pad is broken down into several areas with different types of spray apparatus, and benches and shade areas are placed around the splash pad.

**Purpose:** Splash pads provide a cool, fun way for children to recreate in the summer safely, and can be enjoyed by people of all ages. Currently the only splash pad available is located at Ken Fovargue Park, and it is heavily used. Installing a splash pad at Rotary Park will provide additional recreation facilities for our youth.

**History & Key Milestones:** The City’s first splash pad was completed at Ken Fovargue Park by the Kiwanis Club with some funding from the Legacy Foundation in 2014, and has been a huge success since the day it was opened.

**Operating Impact:** As with other recreation facilities, maintenance is required on the splash pad itself, as well as the equipment it utilizes. There are expenses for electricity and water as well.

		FY 2017 Budget Distribution	
Total Project Cost	25,000	Planning/Design	-
Prior Year(s) Funding	-	Acquisition/Relocation	-
FY 2017 Adopted	-	Site Improvements	-
FY 2018 – FY 2021 Planned	25,000	Construction	-
Remaining Need	-	Furniture/Fixtures/Equipment	-
		Other	-
		Total	-

Funding Source(s): General Fund



# CAPITAL PROJECT FUNDS

## Veterans Park Improvements Sunshine Marina & Associated Improvements

Category: Parks

Department: Public Works

Focus Area: Park Improvements

Department Priority: 2

Location: Sunshine Marina Section 30

Fund: 312 – Parks and Recreation

Estimated Completion Date: 2017

Project #: Not yet assigned

**Description & Scope:** This project includes the design and reconstruction of the existing boat ramp and parking lot at the Sunshine Marina/Veteran’s Memorial Park, and the construction of a courtesy dock at the boat ramp, utilizing a grant to be obtained from the US Fish and Wildlife Service through the Arizona Fish and Game Department, with some City funding/in-kind services.

**Purpose:** The existing boat ramp will be reconstructed into a more functional, accessible ramp, install a courtesy dock at the ramp to provide better access and safety into and out of boats utilizing the ramp, and reconstruct and expand the existing parking lot to accommodate more parking, both for boat trailers and passenger vehicles.

**History & Key Milestones:** The City leases this property from the Arizona State Land Department (ASLD). In order to fund the project with US Fish and Wildlife Service grant funding, the land upon which the improvements reside must be in control of the City for a minimum of 25 years (the expected life of the ramp, dock and parking lot). After several years of effort, in early 2015 staff obtained approval of the project from ASLD, who agreed to increase the term of the lease to 25 years. Staff is in the process of obtaining the permit and grant funding for this project.

**Operating Impact:** This project will provide a new ramp and parking lot facilities, which will be easier and more cost-effective to maintain than older, more aged facilities. The dock will require some maintenance after a number of years.

		FY 2017 Budget Distribution	
Total Project Cost	450,000	Planning/Design	25,000
Prior Year(s) Funding	-	Acquisition/Relocation	-
FY 2017 Adopted	450,000	Site Improvements	425,000
FY 2018 – FY 2021 Planned	25,000	Construction	-
Remaining Need	-	Furniture/Fixtures/Equipment	-
		Other	-
		Total	450,000

Funding Source(s): Arizona Game and Fish Grant



# CAPITAL PROJECT FUNDS

## Veteran Park Improvements Riviera Marina Improvements

Category: Parks	Department: Public Works
Focus Area: Park Improvements	Department Priority: 2
Location: Riviera Marina Section 30	Fund: 312 – Parks and Recreation
Estimated Completion Date: 2021	Project #: Not yet assigned

**Description & Scope:** This project includes the design and construction of improvements to the Riviera Marina adjacent to the Veteran’s Memorial, including possible picnic and shade facilities, paths, parking, improvement of boat circulation, etc.

**Purpose:** The City is responsible for maintaining the main basin of the Riviera Marina, the peninsula that the Veteran’s Memorial is located on, and a portion of the parking lot that serves this area.

**History & Key Milestones:** The City has responsibility to maintain this facility and has conducted some improvements to the site in the past. Additional improvements such as parking and dredging of the basin have been discussed and in some instances work has already been performed, and additional work is anticipated in the future.

**Operating Impact:** Funding will be required to pave the parking area and install other improvements. Additional resources will be required to maintain the site.

		FY 2017 Budget Distribution	
Total Project Cost	25,000	Planning/Design	-
Prior Year(s) Funding	-	Acquisition/Relocation	-
FY 2017 Adopted	-	Site Improvements	-
FY 2018 – FY 2021 Planned	25,000	Construction	-
Remaining Need	-	Furniture/Fixtures/Equipment	-
		Other	-
		Total	-

Funding Source(s): General Fund



# CAPITAL PROJECT FUNDS

## Colorado River Nature Center Improvements

Category: Parks	Department: Public Works
Focus Area: Park Improvements	Department Priority: 2
Location: Colorado River Nature Center	Fund: 312 – Parks and Recreation
Estimated Completion Date: 2021	Project #: Not yet assigned

**Description & Scope:** This project includes the design and construction of various improvements to the Colorado River Nature Center such as shade structures, trails, parking areas, etc.

**Purpose:** The improvements will continue to improve and maintain the Colorado River Nature Center by adding additional facilities and expand existing ones.

**History & Key Milestones:** The Colorado River Nature Center is a collaboration between the City of Bullhead City, the US Bureau of Land Management, and the Arizona Game and Fish Department. It was started many years ago and over the past 6-7 years, significant new improvements and expansion of existing facilities has occurred, including improved all-weather access, trails, parking and shade structures, and other amenities.

**Operating Impact:** As the number and size of facilities increase in the Nature Center (and the associated increase in usage of the Center), additional resources will be required to help maintain and operate them.

		FY 2017 Budget Distribution	
Total Project Cost	25,000	Planning/Design	-
Prior Year(s) Funding	-	Acquisition/Relocation	-
FY 2017 Proposed	-	Site Improvements	-
FY 2018 – FY 2021 Planned	25,000	Construction	-
Remaining Need	-	Furniture/Fixtures/Equipment	-
		Other	-
		Total	-

Funding Source(s): General Fund



# CAPITAL PROJECT FUNDS

## Lift Station Rehabilitation 18-2 Lift Station Odor Control

Category: Wastewater	Department: Public Works
Focus Area: Sewer Improvements	Department Priority: 2
Location: 18-2 Lift Station	Fund: 520 – Sewer Development
Estimated Completion Date: 2021	Project #: Not yet assigned

**Description & Scope:** This project includes the design and construct an odor control system that would collect and treat sewer odors from the sewer 18-2 Lift Station.

**Purpose:** The purpose of this project is to help reduce odors that are generated in the long runs of sewer force main that convey flows from Original Bullhead and the northern portions of the community to the Section 18 WWTP. This will also help reduce corrosion of concrete manholes, vaults, equipment, pipes and covers in the Headworks portion of the Section 18 WWTP that occurs when the primary odor causing chemical, Hydrogen Sulfide (H<sub>2</sub>S) changes to Sulfuric Acid (H<sub>2</sub>SO<sub>4</sub>).

**History & Key Milestones:** Because of relatively flat topography of the area of Old Bullhead and the long force mains from the 18-1 & 18-2 Lift Stations to the Section 18 Treatment Plant, the transit time of sewage to reach the Section 18 WWTP is quite long, and these conditions, as well as the warmer ambient temperature of Bullhead City, result in the generation of H<sub>2</sub>S and subsequently H<sub>2</sub>SO<sub>4</sub>.

**Operating Impact:** This will minimize the odors generated in the area and will also reduce the amount of H<sub>2</sub>SO<sub>4</sub> in the sewer system which will also reduce corrosion.

		FY 2017 Budget Distribution	
Total Project Cost	150,000	Planning/Design	-
Prior Year(s) Funding	-	Acquisition/Relocation	-
FY 2017 Adopted	-	Site Improvements	-
FY 2018 – FY 2021 Planned	150,000	Construction	-
Remaining Need	-	Furniture/Fixtures/Equipment	-
		Other	-
		Total	-

Funding Source(s): Enterprise Funds





# CAPITAL PROJECT FUNDS

## Lift Station Rehabilitation Chaparral Lift Station Decommissioning

Category: Wastewater

Department: Public Works

Focus Area: Sewer Improvements

Department Priority: 2

Location: Arcadia Boulevard

Fund: 520 – Sewer Development

Estimated Completion Date: 2018

Project #: 15-E-002

**Description & Scope:** This project includes the design and construction of gravity sewer piping and manholes to bypass the existing Chaparral Lift Station located within the Chaparral Golf Course, thereby allowing the lift station to be abandoned and removed.

**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 in the CIP. Design is scheduled to occur in 2015, and upon approval from ADEQ, construction will be scheduled the following fiscal year.

**Operating Impact:** The elimination of the existing sewer lift station will reduce operating expenses and remove a potential location for mechanical and/or electrical emergencies to occur.

		FY 2017 Budget Distribution	
Total Project Cost	75,000	Planning/Design	-
Prior Year(s) Funding	-	Acquisition/Relocation	-
FY 2017 Adopted	-	Site Improvements	-
FY 2018 – FY 2021 Planned	75,000	Construction	-
Remaining Need	-	Furniture/Fixtures/Equipment	-
		Other	-
		Total	-

Funding Source(s): Enterprise Funds



# CAPITAL PROJECT FUNDS

## Lift Station Rehabilitation 16-2 Lift Station Controls Upgrade

Category: Wastewater

Department: Public Works

Focus Area: Sewer Improvements

Department Priority: 2

Location: Riverfront Dr/Club House Dr

Fund: 520 – Sewer Development

Estimated Completion Date: 2018

Project #: Not yet assigned

**Description & Scope:** This project includes the design and construction of new, updated electronic and solid state controls and equipment for the 16-2 Lift Station.

**Purpose:** The most recent phase of the 16-2 Lift Station was completed in 2008, however, many of the electrical controls and equipment at the lift station are in excess of 10 years old, and have reached or are approaching the end of their useful life. Because of the importance of this lift station and its close proximity to the Colorado River, it is imperative that proper controls and reliable equipment be in place.

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

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

		FY 2017 Budget Distribution	
Total Project Cost	300,000	Planning/Design	-
Prior Year(s) Funding	-	Acquisition/Relocation	-
FY 2017 Adopted	-	Site Improvements	-
FY 2018 – FY 2021 Planned	300,000	Construction	-
Remaining Need	-	Furniture/Fixtures/Equipment	-
		Other	-
		Total	-

Funding Source(s): Enterprise Funds



# CAPITAL PROJECT FUNDS

## Lift Station Rehabilitation Primrose Lift Station Controls Upgrade

Category: Wastewater	Department: Public Works
Focus Area: Sewer Improvements	Department Priority: 2
Location: Primrose Ln	Fund: 520 – Sewer Development
Estimated Completion Date: 2018	Project #: Not yet assigned

**Description & Scope:** This project includes the design and construction of new, updated electronic and solid state controls and equipment for the Primrose Lift Station.

**Purpose:** The Primrose Lift Station was completed in the 1990s and the electrical controls and equipment at the lift station are in excess of 15 years old, and have reached or exceeded the end of their useful life. Because of importance of this lift station to the City’s sewage collection system it is imperative that proper controls and reliable equipment be in place.

**History & Key Milestones:** This lift station was constructed as one of the first parts of the City’s sewer expansion program in the 1990s, and it services a large section of the central part of the Riviera area. The electrical controls and equipment for the most part are from the original construction and have reached and in some instances exceeded their life expectancy.

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

		FY 2017 Budget Distribution	
Total Project Cost	100,000	Planning/Design	-
Prior Year(s) Funding	-	Acquisition/Relocation	-
FY 2017 Adopted	-	Site Improvements	-
FY 2018 – FY 2021 Planned	100,000	Construction	-
Remaining Need	-	Furniture/Fixtures/Equipment	-
		Other	-
		Total	-

Funding Source(s): Enterprise Funds



# CAPITAL PROJECT FUNDS

## Lift Station Rehabilitation River Retreat Lift Station Upgrade

Category: Wastewater	Department: Public Works
Focus Area: Sewer Improvements	Department Priority: 2
Location: Riverfront Drive	Fund: 520 – Sewer Development
Estimated Completion Date: 2018	Project #: Not yet assigned

**Description & Scope:** This project includes the design and construction of a replacement packaged lift station for this small neighborhood lift station.

**Purpose:** These improvements will serve to replace the existing lift station that has reached the end of its useful life with a new lift station. This is a very small lift station that serves a small neighborhood area and due to corrosion, wear and tear, the equipment, piping, tank and controls have deteriorated and require replacement.

**History & Key Milestones:** This lift station has been in operation for many years and has been maintained and monitored by the Utilities Division. Due to its age and the low flows from this neighborhood, the tank, pumps and other components have worn out and require replacement.

**Operating Impact:** When this lift station is replaced it will be more reliable and efficient, and better for the environment. It will require less maintenance than the current one.

		FY 2017 Budget Distribution	
Total Project Cost	50,000	Planning/Design	-
Prior Year(s) Funding	-	Acquisition/Relocation	-
FY 2017 Adopted	-	Site Improvements	-
FY 2018 – FY 2021 Planned	50,000	Construction	-
Remaining Need	-	Furniture/Fixtures/Equipment	-
		Other	-
		Total	-

Funding Source(s): Enterprise Funds



# CAPITAL PROJECT FUNDS

## Lift Station Rehabilitation Laughlin Ranch Lift Station Upgrade

Category: Wastewater

Department: Public Works

Focus Area: Sewer Improvements

Department Priority: 2

Location: Laughlin Ranch

Fund: 520 – Sewer Development

Estimated Completion Date: 2021

Project #: Not yet assigned

**Description & Scope:** This project includes the design and construction of new, updated electronic and solid state controls and equipment for the Laughlin Ranch Lift Station.

**Purpose:** The Laughlin Ranch Lift Station was completed in the mid-2000s. The electrical controls and equipment at the lift station are in excess of 10 years old, and within the next few years will reach the end of their useful life. Because of the importance of this lift station to the City’s sewage collection system, it is imperative that proper controls and reliable equipment be in place.

**History & Key Milestones:** This lift station was constructed when development began in Laughlin Ranch, and it services the entire Laughlin Ranch area at this time. The electrical controls and equipment are from the original construction and within the next few years will reach the end of their life expectancy.

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

		FY 2017 Budget Distribution	
Total Project Cost	150,000	Planning/Design	-
Prior Year(s) Funding	-	Acquisition/Relocation	-
FY 2017 Adopted	-	Site Improvements	-
FY 2018 – FY 2021 Planned	150,000	Construction	-
Remaining Need	-	Furniture/Fixtures/Equipment	-
		Other	-
		Total	-

Funding Source(s): Enterprise Funds



# CAPITAL PROJECT FUNDS

## Manhole Rehabilitation

Category: Wastewater	Department: Public Works
Focus Area: Sewer Improvements	Department Priority: 3
Location: Various	Fund: 520 – Sewer Development
Estimated Completion Date: On-going	Project #: 16-E-004

**Description & Scope:** This project serves to 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:** The improvements will rehabilitate and protect existing corroded concrete manholes and reduce impacts and damage to infrastructure such as roadways, utilities, and drainage facilities from future failures.

**History & Key Milestones:** Phase 1 of this project was bid out in early 2014 as a combined project, with both types of rehabilitation in the same project, however only one bid was received and exceeded the estimate, therefore the project was bid out in 2015 utilizing just one of the rehabilitation methods (recoating). Phase 1 was successfully completed utilizing the recoating method, and future projects will concentrate on this method.

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

		FY 2017 Budget Distribution	
Total Project Cost	955,600	Planning/Design	-
Prior Year(s) Funding	55,600	Acquisition/Relocation	-
FY 2017 Adopted	150,000	Site Improvements	150,000
FY 2018 – FY 2021 Planned	600,000	Construction	-
Remaining Need	150,000	Furniture/Fixtures/Equipment	-
		Other	-
		Total	150,000

Funding Source(s): Enterprise Funds



# CAPITAL PROJECT FUNDS

## Miscellaneous Sewer Improvements

Category: Wastewater	Department: Public Works
Focus Area: Sewer Improvements	Department Priority: 2
Location: Various	Fund: 520 – Sewer Development
Estimated Completion Date: On-going	Project #: Various

**Description & Scope:** This project includes the design and construction of a variety of miscellaneous sewer improvements and repairs, including sewer lines, manholes, vaults, borings, and related activities.

**Purpose:** The improvements will 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 pipes and manholes, pump out and abandonment of septic tanks and other vaults, etc.

**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, etc.

		FY 2017 Budget Distribution	
Total Project Cost	-	Planning/Design	-
Prior Year(s) Funding	4,521	Acquisition/Relocation	-
FY 2017 Adopted	-	Site Improvements	-
FY 2018 – FY 2021 Planned	1,000,000	Construction	-
Remaining Need		Furniture/Fixtures/Equipment	-
		Other	-
		Total	-

Funding Source(s): Enterprise Funds



# CAPITAL PROJECT FUNDS

## Miscellaneous Sewer Improvements Section 10 Effluent Injection Wells

Category: Wastewater	Department: Public Works
Focus Area: Sewer Improvements	Department Priority: 2
Location: Section 10 Wastewater Treatment Plant	Fund: 520 – Sewer Development
Estimated Completion Date: January 2017	Project #: 15-E-008

**Description & Scope:** This project includes the design, permitting, and construction of effluent injection wells, piping, and pumps at the Section 10 Wastewater Treatment Plant (WWTP), utilizing a grant from the United States Department of Interior Bureau of Reclamation (Bureau), as a part of the Colorado River Pilot Water Conservation Program. The City may provide some in-kind services.

**Purpose:** The project is intended to inject up to 2,200 acre-feet of treated effluent water from Section 10 WWTP into the groundwater adjacent to and a part of the Colorado River aquifer, which will become property of the Bureau and which will subsequently be pulled out of the river downstream by a user such as the Central Arizona Project. The equivalent amount of injected effluent will then be retained behind Hoover Dam, in Lake Mead, thereby meeting the goals of the pilot conservation program. The term of the agreement to inject effluent for the Bureau as proposed by the City is 24 months, after which, any water injected by the City would be eligible to be purchased by a downstream user from the City.

**History & Key Milestones:** The drought that the southwest is enduring has reduced water levels in Lake Mead to record lows, and there appears to be no end in sight for the near future, therefore short-term and immediate conservation of water in Lake Mead is needed, and time is of the essence. Current projections are that significant water shortages and mandatory reductions could occur as early 2017, and could impact everyone in the Southwest, but especially Arizona and Nevada, who have lower-priority water rights on the Colorado River.

**Operating Impact:** Injection wells require electricity to run, and routine cleaning and maintenance of the injection wells and pumping system will be required. The injection wells will also provide a benefit to the City in that it provides a long-term means of effectively disposing of effluent generated at the Section 10 WWTP, and an opportunity to generate revenues for the City in the future.

		FY 2017 Budget Distribution	
Total Project Cost	554,000	Planning/Design	-
Prior Year(s) Funding (Grant)	79,000	Acquisition/Relocation	-
FY 2017 Adopted	475,000	Site Improvements	475,000
FY 2018 – FY 2021 Planned	-	Construction	-
Remaining Need	-	Furniture/Fixtures/Equipment	-
		Other	-
		Total	475,000

Funding Source(s): Grant from the United States Department of the Interior, Bureau of Reclamation and Wastewater





# CAPITAL PROJECT FUNDS

## Miscellaneous Sewer Improvements Georgia Lane Sewer Project

Category: Wastewater

Department: Public Works

Focus Area: Sewer Improvements

Department Priority: 2

Location: Georgia Ln

Fund: 520 – Sewer Development

Estimated Completion Date: 2018

Project #: 12-E-012

**Description & Scope:** This project includes the design and construction of a sewer system to serve properties along Georgia Lane and SR 95 north of the intersection with Georgia Lane, that are not currently sewered.

**Purpose:** By constructing sewers to serve this area, the discharge of septic systems into the groundwater will be eliminated. This will help improve and maintain water quality and will allow the effluent to be recovered for future reuse.

**History & Key Milestones:** Sewer Improvement Districts 1 – 3 were completed in 2007/8 and resulted in the great majority of the City being sewered; however, some small pockets of land were not included in the original boundaries of SIDs 1-3. One of these areas is the Georgia Lane area, and staff has begun design of sewers to serve this area, and already replaced a sewer line in the vicinity to facilitate the sewerage.

**Operating Impact:** The elimination of septic systems will reduce discharge of pollutants into the groundwater and ultimately into the Colorado River, which is adjacent to this location. Water quality will be preserved and the sewer effluent will be recovered for future reuse.

		FY 2017 Budget Distribution	
Total Project Cost	237,547	Planning/Design	-
Prior Year(s) Funding	37,547	Acquisition/Relocation	-
FY 2017 Proposed	-	Site Improvements	-
FY 2018 – FY 2021 Planned	200,000	Construction	-
Remaining Need	-	Furniture/Fixtures/Equipment	-
		Other	-
		Total	-

Funding Source(s): Enterprise Funds



# CAPITAL PROJECT FUNDS

## Miscellaneous Sewer Improvements Effluent Reuse/Disposal Master Plan

Category: Wastewater

Department: Public Works

Focus Area: Sewer Improvements

Department Priority: 3

Location: Section 10 Wastewater Treatment Plant

Fund: 520 – Sewer Development

Estimated Completion Date: 2019

Project #: Not yet assigned

**Description & Scope:** This project includes the preparation of a detailed effluent reuse/disposal master plan for the community.

**Purpose:** As water resources become scarcer, and costs to dispose of effluent become higher, a sound plan for the reuse and possible disposal of effluent will provide the City with multiple options for maximizing water resources while reducing costs.

**History & Key Milestones:** Effluent reuse and disposal was evaluated on a region-wide basis in the 2013 Section 208 Regional Water Quality Plant Update, and set the stage for more detailed planning and development of a specific strategy to maximize this valuable resource.

**Operating Impact:** Maximizing effluent reuse will increase the City's water resources and improve reliability, and can enhance revenues for maintenance of the wastewater system. It will also provide the City with the most cost-effective options for disposing of treated effluent if reuse is not available or viable in certain areas or at certain times of year.

		FY 2017 Budget Distribution	
Total Project Cost	50,000	Planning/Design	-
Prior Year(s) Funding	-	Acquisition/Relocation	-
FY 2017 Adopted	-	Site Improvements	-
FY 2018 – FY 2021 Planned	50,000	Construction	-
Remaining Need	-	Furniture/Fixtures/Equipment	-
		Other	-
		Total	-

Funding Source(s): Enterprise Funds



# CAPITAL PROJECT FUNDS

## Miscellaneous Sewer Improvements West Branch Sewer Trunk Line Rehabilitation

Category: Wastewater

Department: Public Works

Focus Area: Sewer Improvements

Department Priority: 2

Location: Southwest portion of City

Fund: 520 – Sewer Development

Estimated Completion Date: 2019

Project #: 15-E-003

**Description & Scope:** This project includes the design and construction of improvements to repair damaged joints and lining on the existing west branch large diameter sewer line.

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

**History & Key Milestones:** As a part of the Section 208 Plan Update, the consultant conducted a preliminary review of the video monitoring data and confirmed that some deterioration of the joints of the concrete sewer pipe, which has a PVC liner, was occurring, along with some deterioration of the concrete under the PVC liner. Design of the proper repair technique will begin later in 2018, with construction expected to occur in Fiscal Year 2018-19.

**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.

		FY 2017 Budget Distribution	
Total Project Cost	800,000	Planning/Design	-
Prior Year(s) Funding	-	Acquisition/Relocation	-
FY 2017 Adopted	-	Site Improvements	-
FY 2018 – FY 2021 Planned	800,000	Construction	-
Remaining Need	-	Furniture/Fixtures/Equipment	-
		Other	-
		<b>Total</b>	<b>-</b>

Funding Source(s): Enterprise Fund



# CAPITAL PROJECT FUNDS

## Original Bullhead Sewer Odor Control

Category: Wastewater	Department: Public Works
Focus Area: Sewer Improvements	Department Priority: 2
Location: Original Bullhead area	Fund: 520 – Sewer Development
Estimated Completion Date: 2018	Project #: Not yet assigned

**Description & Scope:** This project includes the design and construct of an odor control system that would collect and treat sewer odors from the sewer collection system in Original Bullhead.

**Purpose:** The purpose of this project is to help reduce odors that are generated in the long, flat sewer collection system that flows through Original Bullhead. This will also help reduce corrosion of concrete manholes and pipes and metallic pipes and covers in the sewer system that occurs when the primary odor causing chemical, Hydrogen Sulfide (H<sub>2</sub>S) changes to Sulfuric Acid (H<sub>2</sub>SO<sub>4</sub>).

**History & Key Milestones:** Because of the relatively flat topography of the area and the need to convey sewer flows from the northern portion of the City to the Section 18 Wastewater Treatment Plant at a higher elevation, the sewer system in Original Bullhead is larger diameter and flat in slope. This results in a slower flow that takes a long period of time to reach the Section 18 WWTP, and these conditions, as well as the warm ambient temperature of Bullhead City, result in the generation of H<sub>2</sub>S and subsequently H<sub>2</sub>SO<sub>4</sub>.

**Operating Impact:** This will minimize the odors generated in the area and will also reduce the amount of H<sub>2</sub>SO<sub>4</sub> in the sewer system which will also reduce corrosion.

		FY 2017 Budget Distribution	
Total Project Cost	150,000	Planning/Design	-
Prior Year(s) Funding	-	Acquisition/Relocation	-
FY 2017 Adopted	-	Site Improvements	-
FY 2018 – FY 2021 Planned	150,000	Construction	-
Remaining Need	-	Furniture/Fixtures/Equipment	-
		Other	-
		Total	-

Funding Source(s): Enterprise Funds



# CAPITAL PROJECT FUNDS

## Section 18 Wastewater Treatment Plant Improvements Odor Control Unit & Enclosure

Category: Wastewater

Department: Public Works

Focus Area: Sewer Improvements

Department Priority: 1

Location: Section 18 Wastewater Treatment Plant

Fund: 520 – Sewer Development

Estimated Completion Date: 2018

Project #: Not yet assigned

**Description & Scope:** This project includes the design and construct of an odor control system that would collect and treat sewer odors from the Wastewater Treatment Plant.

**Purpose:** These improvements will provide a quality high-capacity odor control system for the Section 18 WWTP, so that as development in the area continues, the plant will continue to be a good neighbor to the area.

**History & Key Milestones:** The WWTP currently has a small biofilter odor control system which is insufficient to completely treat odors at the plant. This odor control system is many years old and was installed to provide rudimentary odor control treatment when there was little development in the area; however, as the land along the Parkway continues to develop, a good quality, high-capacity odor control system will be required.

**Operating Impact:** A quality odor control system will be needed to promote continued growth along the Parkway. By treating odorous gases the environment will be improved.

### FY 2017 Budget Distribution

Total Project Cost	200,000	Planning/Design	-
Prior Year(s) Funding	-	Acquisition/Relocation	-
FY 2017 Adopted	-	Site Improvements	-
FY 2018 – FY 2021 Planned	200,000	Construction	-
Remaining Need	-	Furniture/Fixtures/Equipment	-
		Other	-
		Total	-

Funding Source(s): Enterprise Funds



# CAPITAL PROJECT FUNDS

## Section 18 Wastewater Treatment Plant Improvements Sludge Press

Category: Wastewater	Department: Public Works
Focus Area: Sewer Improvements	Department Priority: 2
Location: Section 18 Wastewater Treatment Plant	Fund: 520 – Sewer Development
Estimated Completion Date: 2018	Project #: Not yet assigned

**Description & Scope:** This project will purchase and install a new 2.0 Meter Belt Filter sludge dewatering press along with associated materials, equipment, and controls.

**Purpose:** The current dewatering press is an old, reconditioned 1.0 Meter belt filter press that has exceeded its useful life, and in addition, is not of sufficient capacity to handle the increased volume of sludge generated at the Section 18 WWTP.

**History & Key Milestones:** The original method of sludge dewatering at the Section 18 WWTP are sludge drying beds, which are still being used; however, during the winter months, and during periods of higher sludge generation, the sludge drying beds can't keep up. Additionally, during certain periods of the year odors can be generated from sludge drying beds, and those odors are dramatically reduced with belt filter presses. To provide sufficient capacity for sludge dewatering, especially during the winter periods, the City reconditioned an old belt filter press and installed it at the plant in 2007. This piece of equipment has currently exceeded its useful life and is not large enough to meet the needs of the plant.

**Operating Impact:** The new 2.0 Meter belt filter sludge dewatering press will require less labor to maintain and operate, will be more efficient, and will allow dewatering of all sludge generated at the plant during periods of the year when odors can be generated by belt filtering, as opposed to utilizing the sludge drying beds.

		FY 2017 Budget Distribution	
Total Project Cost	400,000	Planning/Design	-
Prior Year(s) Funding	-	Acquisition/Relocation	-
FY 2017 Adopted	400,000	Site Improvements	400,000
FY 2018 – FY 2021 Planned	-	Construction	-
Remaining Need	-	Furniture/Fixtures/Equipment	-
		Other	-
		Total	400,000

Funding Source(s): Enterprise Funds



# CAPITAL PROJECT FUNDS

## Section 18 Wastewater Treatment Plant Improvements Membrane Replacement

Category: Wastewater	Department: Public Works
Focus Area: Sewer Improvements	Department Priority: 1
Location: Section 18 Wastewater Treatment Plant	Fund: 520 – Sewer Development
Estimated Completion Date: 2019	Project #: Not yet assigned

**Description & Scope:** This project includes the replacement of the membrane bio-reactor (MBR) membrane cassettes and associated materials and equipment utilized to treat wastewater in the Section 18 WWTP.

**Purpose:** The useful life of membrane cassettes, which are the primary equipment utilized in the Section 18 WWTP to treat wastewater, vary from 5 – 7 years or more, depending on strength of sewage, presence of hair and grease in the wastewater, temperature, and other factors. After a certain time the membranes no longer provide adequate filtration and power consumption increases, as does the amount of staff time necessary to clean and maintain the membranes. The section 18 WWTP has 4 sets of membranes total, of which 2 are required to operate ½ of the treatment plant at a time.

**History & Key Milestones:** The Section 18 WWTP was placed into operation in 2007 with 2 sets of membranes, and the other membranes were stored until 2009, when they were also placed into operation. The first 2 membrane sets were then replaced in 2013, and the 2<sup>nd</sup> set of membranes was scheduled to be replaced in 2017, however, we have been experiencing problems cleaning all 4 sets of membranes. Staff has had some difficulty receiving service from the manufacturers of our membranes, and while performing research for replacements, the main competitor to our manufacturer in the US, General Electric (formerly Zenon), advised that they have developed a method of installing their membranes, which are the highest quality on the market today, into other membrane plants such as ours. GE membranes, which have been in existence for decades, have a life expectancy of a minimum of 7 years, and they have numerous installations where they have exceeded 10 years of operation. The cost of membranes has also come down in recent years, and is now comparable to the cost of the replacement membranes installed in 2013.

**Operating Impact:** The new membranes will reduce the labor requirements for cleaning and maintaining them, as well as increase the performance of the plant. The durability of the GE membranes is higher and therefore, replacement is expected to be required less frequently.

		FY 2017 Budget Distribution	
Total Project Cost	1,575,000	Planning/Design	-
Prior Year(s) Funding	-	Acquisition/Relocation	-
FY 2017 Adopted	725,000	Site Improvements	725,000
FY 2018 – FY 2021 Planned	850,000	Construction	-
Remaining Need	-	Furniture/Fixtures/Equipment	-
		Other	-
		<b>Total</b>	<b>725,000</b>

Funding Source(s): Enterprise Funds



# CAPITAL PROJECT FUNDS

## Section 18 Wastewater Treatment Plant Improvements Electrical and Controls Upgrades

Category: Wastewater

Department: Public Works

Focus Area: Sewer Improvements

Department Priority: 2

Location: Section 18 WWTP

Fund: 520 – Sewer Development

Estimated Completion Date: 2019

Project #: Not yet assigned

**Description & Scope:** The project includes the design and construction of new, updated electronic and solid state controls and electrical equipment for the Section 18 Wastewater Treatment Plant.

**Purpose:** The Section 18 WWTP was completed in 2007 and the electrical controls and equipment at the lift station are approaching 10 years old, and within the next few years will reach the end of their useful life. Because of the importance of this treatment plant to the City’s wastewater system, it is imperative that proper controls and reliable equipment be in place.

**History & Key Milestones:** This treatment plant was expanded in 2007 when development began in Laughlin Ranch and the surrounding area east of the Parkway, and it services the entire northern portion of the City at this time. The electrical controls and equipment are from the original construction and within the next few years will reach the end of their life expectancy.

**Operating Impact:** The new electrical controls and equipment will provide more reliable operation of the treatment plant and will also allow greater flexibility in operation of the plant. This will enhance energy, operational efficiency, and emergency response, and should reduce or even eliminate most electrical failures at the plant.

		FY 2017 Budget Distribution	
Total Project Cost	600,000	Planning/Design	-
Prior Year(s) Funding	-	Acquisition/Relocation	-
FY 2017 Adopted	-	Site Improvements	-
FY 2018 – FY 2021 Planned	600,000	Construction	-
Remaining Need	-	Furniture/Fixtures/Equipment	-
		Other	-
		Total	-

Funding Source(s): Enterprise Funds





# CAPITAL PROJECT FUNDS

## Annual Street Maintenance Neighborhood Street Maintenance Program

Category: Transportation	Department: Public Works
Focus Area: Street Maintenance	Department Priority: 1
Location: Various	Fund: 313 - Transportation
Estimated Completion Date:	Project #: 16-E-003

**Description & Scope:** This project includes the design and construction of various pavement maintenance techniques, such as chip seals, slurry seals, micro-surfacing, fog seals, scrub seals, crack filling, and pothole patching to preserve and improve the condition of the City’s neighborhood streets.

**Purpose:** This will 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 the 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 will be undertaken as funding allows.

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

FY 2017 Budget Distribution			
Total Project Cost		Planning/Design	-
Prior Year(s) Funding	1,114,406	Acquisition/Relocation	-
FY 2017 Adopted	1,050,000	Site Improvements	1,050,000
FY 2018 – FY 2021 Planned	Ongoing	Construction	-
Remaining Need	Ongoing	Furniture/Fixtures/Equipment	-
		Other	-
		<b>Total</b>	<b>1,050,000</b>

Funding Source(s): Highway User Revenue Funds



# CAPITAL PROJECT FUNDS

## Annual Street Maintenance Riverview Extension from Balboa to Riviera

Category: Transportation	Department: Public Works
Focus Area: Street Maintenance	Department Priority: 1
Location: Riverview Drive	Fund: 313 - Transportation
Estimated Completion Date: 2017	Project #: Not yet assigned

**Description & Scope:** The project consists of the design and construction of roadway improvements to rebuild, widen and improve Riverview Drive from Balboa to Riviera Boulevard. A pedestrian bicycle trail will be provided along the roadway, as well as handicap ramps and other amenities.

**Purpose:** This section of the roadway is in poor condition and is narrow, with no existing pedestrian facilities, and during large special events in Rotary Park such as the Regatta, it is difficult to maneuver through the corner and either enter Rotary Park or continue down Riverview. The pavement will be rebuilt and the roadway widened, and pedestrian facilities that meet ADA requirements will be provided to improve access to the park.

**History & Key Milestones:** Riverview Drive from Balboa east to SR 95 will be improved in 2016/17 via a federal grant from ADOT, and this last segment will complete the roadway and main entrance to Rotary Park.

**Operating Impact:** Access, both vehicular and pedestrian, will be improved by this project, providing additional safety and efficiency. The existing pavement, which is in poor condition, will be replaced, thereby reducing maintenance of the roadway and adjacent areas.

		FY 2017 Budget Distribution	
Total Project Cost	75,000	Planning/Design	-
Prior Year(s) Funding	-	Acquisition/Relocation	-
FY 2017 Adopted	75,000	Site Improvements	-
FY 2018 – FY 2021 Planned	-	Construction	75,000
Remaining Need	-	Furniture/Fixtures/Equipment	-
		Other	-
		Total	75,000

Funding Source(s): Highway User Revenue Funds



# CAPITAL PROJECT FUNDS

## Street Construction Arcadia Boulevard Extension

Category: Transportation

Department: Public Works

Focus Area: Street Maintenance

Department Priority: 1

Location: Arcadia Boulevard

Fund: 313 - Transportation

Estimated Completion Date: 2021

Project #: 15-E-010

**Description & Scope:** This project consists of the design and construction of a new 2-lane north-south roadway connecting North Oatman to Arcadia, which will also provide some storm water attenuation downstream. The roadway will be planned to allow for the future widening of the road to 5 lanes. The acquisition of the right of way for the project will be paid for with Flood Control funds and construction will be paid for by Highway User Revenue Funds.

**Purpose:** This new roadway will provide a new north-south corridor to help with traffic on the Parkway and SR 95, and will also provide emergency access along the same corridor. Sedimentation basins along the upstream side of the roadway where it crosses drainage channels will help reduce sediment downstream of the roadway during storm events.

**History & Key Milestones:** We are sorely in need of additional north-south corridors between the Parkway and SR 95 to relieve traffic and to provide another emergency route from north to south. Arcadia is already developed north of Rio Vista and south of Black Mountain, and with this new roadway, a major north-south corridor will be available.

**Operating Impact:** These improvements will reduce travel time and distance and improve access along the corridor, while also reducing the volume of traffic on the existing north-south roadways. The sedimentation basins should also reduce the amount of storm cleanup and damage that is done in residential and commercial areas downstream of the roadway.

		FY 2017 Budget Distribution	
Total Project Cost	1,500,000	Planning/Design	-
Prior Year(s) Funding	-	Acquisition/Relocation	-
FY 2017 Adopted	-	Site Improvements	-
FY 2018 – FY 2021 Planned	1,500,000	Construction	-
Remaining Need	-	Furniture/Fixtures/Equipment	-
		Other	-
		Total	-

Funding Source(s): Highway User Revenue Funds

### Street Construction



# CAPITAL PROJECT FUNDS

## Landon Road Extension

Category: Transportation	Department: Public Works
Focus Area: Street Maintenance	Department Priority: 1
Location: Landon Road	Fund: 313 - Transportation
Estimated Completion Date: 2020	Project #: Not yet assigned

**Description & Scope:** This project consists of the construction of a 2-lane roadway completing road from the end of Landon Road near Sunrise Elementary School to Sunridge Estates subdivision. Drainage issues in that area will also be corrected.

**Purpose:** Currently, the western end of Landon Road at Sunrise Elementary is unpassable. Also, Landon ends at the south end of Sunridge Estates. The completed roadway will provide access to the Sunridge Estates subdivision from the Bullhead Parkway by way of Landon Road and provide a detour for the Laughlin Bridge.

**History & Key Milestones:** There is none as yet.

**Operating Impact:** This project will improve access and travel time and provide a safe roadway for travel on Landon. The sedimentation basins will also reduce the amount of storm cleanup and damage in the residential areas. This will also alleviate traffic on the Laughlin Bridge.

		FY 2017 Budget Distribution	
Total Project Cost	1,100,000	Planning/Design	-
Prior Year(s) Funding	-	Acquisition/Relocation	-
FY 2017 Adopted	-	Site Improvements	-
FY 2018 – FY 2021 Planned	1,100,000	Construction	-
Remaining Need	-	Furniture/Fixtures/Equipment	-
		Other	-
		Total	-

Funding Source(s): Highway User Revenue Funds



# CAPITAL PROJECT FUNDS

## Bullhead Parkway Section Repairs

Category: Transportation

Department: Public Works

Focus Area: Street Maintenance

Department Priority: 1

Location: Bullhead Parkway

Fund: 313 - Transportation

Estimated Completion Date: 2020

Project #: Not yet assigned

**Description & Scope:** This project is for the repair of various sections of the Bullhead Parkway.

**Purpose:** The current Parkway pavement has exceeded its anticipated design life and will require a complete reconstruction to insure it remains viable as the second-most important roadway in our community in the future. Until such time as funding is available for complete reconstruction, sectional repairs utilizing thin overlays will be needed to provide a safe, smooth surface in specific locations to preserve the existing roadway until reconstruction can occur.

**History & Key Milestones:** The Parkway was originally constructed in the early 1990s through establishment of an improvement district (the north end was widened to 4 lanes in the mid 2000s utilizing a WACOG grant), and a rubberized overlay was installed in the early 2000s. Other than this, the roadway has been maintained through a series of programmed maintenance tasks including crack-sealing, patching, and fog sealing, and has held up quite well. Recently, staff was able to apply a thin overlay to certain extremely deteriorated sections and this has improved the ride-ability and safety of these sections. Although the original pavement is well over 20 years old and has exceeded its life expectancy by a few years already, funding will prevent full reconstruction to occur for several years. Therefore, temporary measures will continue to be required.

**Operating Impact:** Sectional repairs will help preserve pavement integrity and prevent the surface from continuing to rapidly deteriorate, which will reduce the maintenance required in these sections somewhat during the next few years.

		FY 2017 Budget Distribution	
Total Project Cost	400,000	Planning/Design	-
Prior Year(s) Funding	-	Acquisition/Relocation	-
FY 2017 Adopted	100,000	Site Improvements	100,000
FY 2018 – FY 2021 Planned	300,000	Construction	
Remaining Need	-	Furniture/Fixtures/Equipment	-
		Other	-
		Total	100,000

Funding Source(s): Highway User Revenue Fund



# CAPITAL PROJECT FUNDS

## Bullhead Parkway Improvements Rehabilitation

Category: Transportation

Department: Public Works

Focus Area: Street Maintenance

Department Priority: 1

Location: Bullhead Parkway

Fund: 313 - Transportation

Estimated Completion Date: 2021

Project #: Not yet assigned

**Description & Scope:** This project will consist of the complete reconstruction and improvement of the Bullhead Parkway, from its far southern end to its intersection with State Route 95 at the Laughlin Bridge. Included will be the installation of bicycle facilities along the entire length as well as drainage and safety-related improvements to protect the Parkway and enhance vehicular and non-motorized traffic safety.

**Purpose:** The current Parkway pavement has exceeded its anticipated design life and will require a complete reconstruction to insure it remains viable as the second-most important roadway in our community in the future. Miscellaneous drainage and safety improvements will be made at various locations as needed to protect the Parkway and enhance the safety of traffic. The installation of bicycle facilities along its entire length will provide a major non-motorized mode of transportation for the community, tying the southern portions of the City with the northern areas.

**History & Key Milestones:** The Parkway was originally constructed in the early 1990s through the establishment of an improvement district (the north end was widened to 4 lanes in the mid 2000s utilizing a WACOG grant), and a rubberized overlay was installed in the early 2000s. Other than this, the roadway has been maintained through a series of programmed maintenance tasks including crack-sealing, patching, and fog sealing, and has held up quite well. As can be seen however, the original pavement is well over 20 years old and has exceeded its life expectancy by a few years already.

**Operating Impact:** Upon completion of the reconstruction, maintenance requirements will be significantly reduced because the need for sweeping and patching will be drastically reduced, and crackfilling will not be needed for several years after the new pavement is installed. Additionally, both safety and use by other modes of transportation will be enhanced.

### FY 2017 Budget Distribution

Total Project Cost	12,000,000	Planning/Design	-
Prior Year(s) Funding	-	Acquisition/Relocation	-
FY 2017 Adopted	-	Site Improvements	-
FY 2018 – FY 2021 Planned	12,000,000	Construction	-
Remaining Need	-	Furniture/Fixtures/Equipment	-
		Other	-
		<b>Total</b>	<b>-</b>



# CAPITAL PROJECT FUNDS

Funding Source(s): TBD

## Bullhead City/Laughlin Second Bridge

Category: Transportation

Department: Public Works

Focus Area: Bridges

Department Priority: 2

Location: Bullhead Parkway

Fund: 315 – Bullhead/Laughlin 2nd Bridge

Estimated Completion Date: 2018

Project #: 02-E-020

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

**Purpose:** The construction of a second bridge between Bullhead City and Laughlin will provide for additional traffic capacity, emergency access, and future growth.

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

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

		FY 2017 Budget Distribution	
Total Project Cost	2,128,400	Planning/Design	503,200
Prior Year(s) Funding	-	Acquisition/Relocation	-
FY 2017 Adopted	2,128,400	Site Improvements	-
FY 2018 – FY 2021 Planned	-	Construction	1,625,200
Remaining Need	-	Furniture/Fixtures/Equipment	-
		Other	-
		<b>Total</b>	<b>2,128,400</b>

Funding Source(s): General Fund



# APPENDIX

## COMMUNITY PROFILE

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### Location

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



- Bullhead City is in northwestern Mohave County, Arizona at the point where Arizona, Nevada and California all meet to form the “tri-state” region. Bullhead City has also been referred to as Arizona's West Coast.
- Located halfway between Phoenix and Los Angeles, Bullhead City is easily accessible by car or RV, with U.S. Interstate 40, Nevada Route 95, and Arizona Route 68 nearby. Other transportation options include air service in and out of the Laughlin-Bullhead City International Airport, Amtrak's daily train stops at the station in Needles, California and various bus services.
- Bullhead City is directly across the Colorado River from the action, lights, and gaming excitement of Laughlin, Nevada with its 11 major casinos. Las Vegas, with a population of over 1 million, is just 100 miles north.







# APPENDIX

## COMMUNITY PROFILE

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### 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, the Bullhead City River Regatta, that takes 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

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### Quality of Life

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



### Business Environment

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



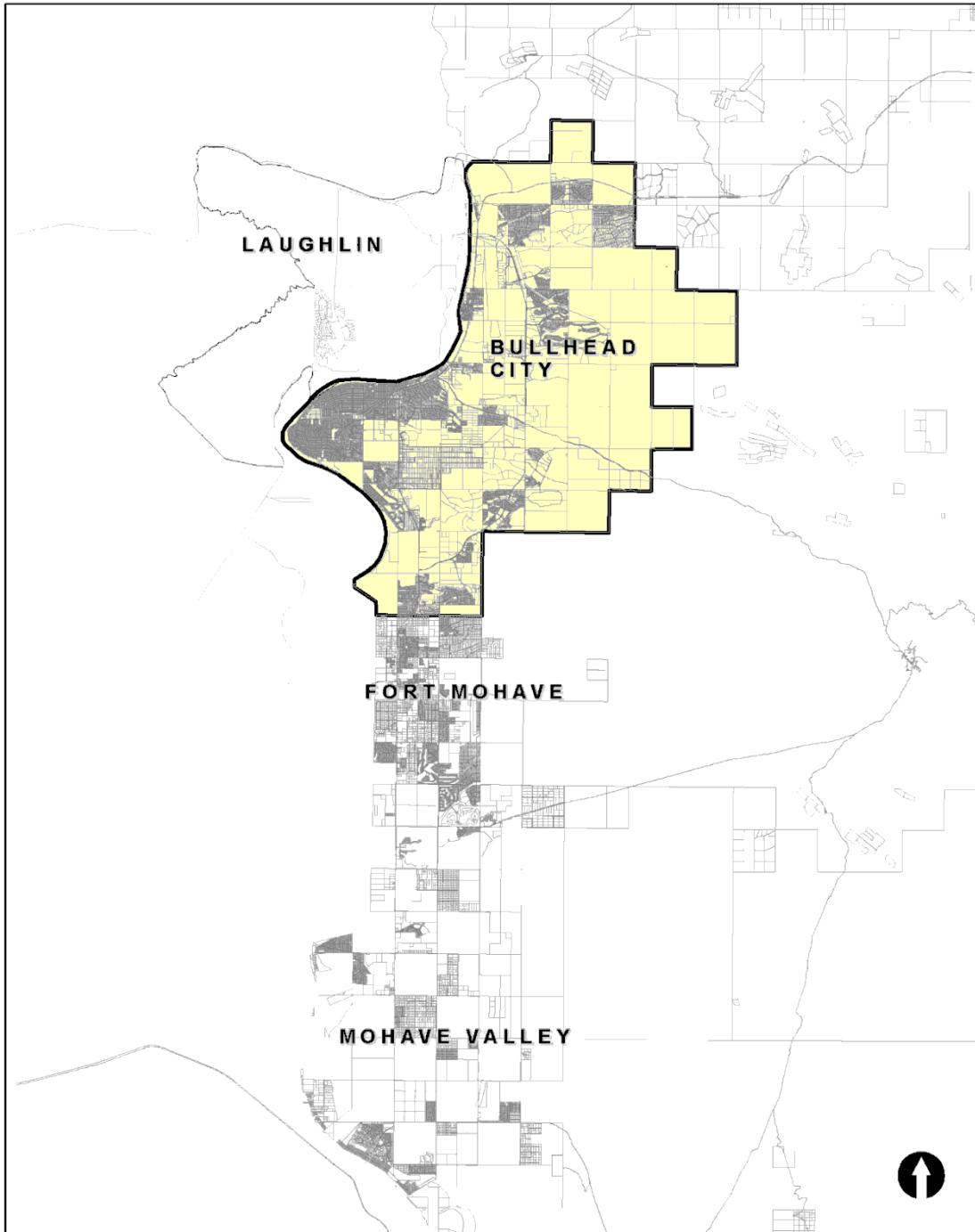


# APPENDIX

## COMMUNITY PROFILE

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Bullhead City Map





# APPENDIX

## CITY STATISTICAL DATA

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### *Snapshot of the City of Bullhead City*

Date of Incorporation.....	August 28, 1984
Form of Government.....	Council/Manager
2015 Population.....	40,088
2015 Median age.....	50.4
2014 Median household income.....	\$37,356
Fiscal Year 2016-2017 Budget.....	\$67,647,361
Number of Employees (FTE).....	285
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.....	36,271
Number of Criminal Arrests.....	2,513
Number of Traffic Citations.....	4,421
Number of Police Stations.....	1
Number of Police Vehicles (excluding boats).....	72



# APPENDIX

## CITY STATISTICAL DATA

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### *Transit \**

Dial-a-BATS Riders per year.....	6,767
Dial-a-BATS Miles Driven.....	59,281
Senior Demand Service Riders per year.....	985
Senior Demand Service Miles Driven.....	20,106
Red Line 1 Riders per year.....	57,900
Red Line 1 Miles Driven.....	42,942
Red Line 2 Riders per year.....	47,886
Red Line 2 Miles Driven.....	35,917
Blue Line Riders per year.....	56,395
Blue Line Miles Driven.....	59,119
Green Line Riders per year.....	11,128
Green Line Miles Driven.....	74,009

\* Fiscal Year 2014-2015



# APPENDIX

## LEGAL SCHEDULES

## SCHEDULE A

**CITY OF BULLHEAD CITY**  
Summary Schedule of Estimated Revenues and Expenditures/Expenses  
Fiscal Year 2017

Fiscal Year	Sch	FUNDS							
		General Fund	Special Revenue Fund	Debt Service Fund	Capital Projects Fund	Permanent Fund	Enterprise Funds Available	Internal Service Funds	Total All Funds
2016	E	24,973,300	7,331,366	5,419,751	5,455,169	0	17,632,366	7,053,625	67,865,577
2016	E	23,265,009	6,019,738	5,367,139	3,791,424	0	15,704,226	6,347,050	60,494,586
2017		10,235,572	1,934,559	1,639,792	1,319,452		5,579,987	1,021,877	21,731,239
2017	B	0							0
2017	B								0
2017	C	26,890,378	8,842,364	3,105,339	1,658,384	0	9,579,300	6,272,165	56,347,930
2017	D	7,000	5,000	0	1,878,400	0	0	0	1,890,400
2017	D	0	0	0	0	0	0	0	0
2017	D	81,533	1,747,465	1,787,139	1,360,000	0	239,410	0	5,215,547
2017	D	2,886,234	2,257,375	0	9,595	0	62,343	0	5,215,547
2017									
LESS: Amounts for Future Debt Retirement:									0
									0
									0
									0
2017		34,328,249	10,272,013	6,532,270	6,206,641	0	15,336,354	7,294,042	79,969,569
2017	E	25,934,605	9,099,496	4,476,180	6,199,745	0	15,486,021	6,451,314	67,647,361

**EXPENDITURE LIMITATION COMPARISON**

1. Budgeted expenditures/expenses
2. Add/subtract: estimated net reconciling items
3. Budgeted expenditures/expenses adjusted for reconciling items
4. Less: estimated exclusions
5. Amount subject to the expenditure limitation
6. EEC expenditure limitation

	2016	2017
1. Budgeted expenditures/expenses	\$ 67,865,577	\$ 67,647,361
2. Add/subtract: estimated net reconciling items	(1,999,620)	(2,655,753)
3. Budgeted expenditures/expenses adjusted for reconciling items	66,775,947	64,991,608
4. Less: estimated exclusions	22,345,392	22,911,214
5. Amount subject to the expenditure limitation	\$ 44,430,555	\$ 42,080,394
6. EEC expenditure limitation	\$ 45,144,892	\$ 46,487,697

The city/town does not levy property taxes and does not have special assessment districts for which property taxes are levied. Therefore, Schedule B has been omitted.

- \* Includes Expenditure/Expense Adjustments Approved in the current year from Schedule E.
- \*\* Includes actual amounts as of the date the proposed budget was prepared, adjusted for estimated activity for the remainder of the fiscal year.
- \*\*\* Amounts on this line represent Fund Balance/Net Position amounts except for amounts not in spendable form (e.g., prepaids and inventories) or legally or contractually required to be maintained intact (e.g., principal of a permanent fund).



# APPENDIX

## CITY OF BULLHEAD CITY Tax Levy and Tax Rate Information Fiscal Year 2017

	<u>2016</u>	<u>2017</u>
1. Maximum allowable primary property tax levy. A.R.S. §42-17051(A)	\$ _____	\$ _____
2. Amount received from primary property taxation in the <b>current year</b> 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.



# APPENDIX

## LEGAL SCHEDULES

## SCHEDULE C

### CITY OF BULLHEAD CITY Revenues Other Than Property Taxes Fiscal Year 2017

SOURCE OF REVENUES	ESTIMATED REVENUES 2016	ACTUAL REVENUES* 2016	ESTIMATED REVENUES 2017
<b>GENERAL FUND</b>			
<b>Local taxes</b>			
City sales	\$ 10,668,500	\$ 11,902,619	\$ 12,144,293
Franchise	708,300	689,860	693,700
Transient Occupancy(Bed)	70,700	72,500	72,500
<b>Licenses and permits</b>			
Business and non-business	188,800	193,035	193,050
Building	350,225	432,400	432,435
Animal	35,000	35,030	35,030
<b>Intergovernmental</b>			
State shared income tax	4,760,611	4,760,611	4,828,896
State shared sales tax	3,777,378	3,777,378	3,715,164
Auto	2,068,892	2,068,892	2,191,632
Grant			
<b>Charges for services</b>			
Special police services	666,386	600,688	600,933
Parks and recreation	317,047	177,786	303,940
Planning and zoning	155,775	216,519	216,519
Animal	46,900	68,897	69,000
Miscellaneous	16,800	14,410	14,410
<b>Fines and forfeits</b>			
Court fines, sanctions and forfeitures	781,200	866,435	867,000
Court fees	201,800	211,530	212,400
<b>Interest on investments</b>			
Investment income	5,800	15,000	15,000
<b>Contributions</b>			
Voluntary contributions	7,000	12,000	12,000
Parks and recreation sponsorships	86,200	47,200	85,700
<b>Miscellaneous</b>			
Rents	57,883	50,409	75,026
Animal spay/neuter	28,500	36,250	36,250
Other	57,500	66,000	75,500
<b>Total General Fund</b>	<b>\$ 25,057,197</b>	<b>\$ 26,315,449</b>	<b>\$ 26,890,378</b>

\* Includes actual revenues recognized on the modified accrual or accrual basis as of the date the proposed budget was prepared, plus estimated revenues for the remainder of the fiscal year.





# APPENDIX

## LEGAL SCHEDULES

## SCHEDULE C

### CITY OF BULLHEAD CITY Revenues Other Than Property Taxes Fiscal Year 2017

SOURCE OF REVENUES	ESTIMATED REVENUES 2016	ACTUAL REVENUES* 2016	ESTIMATED REVENUES 2017
<b>SPECIAL REVENUE FUNDS</b>			
<b>Highway user revenue (HURF)</b>			
State shared gasoline	\$ 3,475,007	\$ 3,475,007	\$ 3,642,075
Miscellaneous	21,218	13,797	3,000
Investment income		300	300
	\$ 3,496,225	\$ 3,489,104	\$ 3,645,375
<b>Transit</b>			
Federal Grants	\$ 729,507	\$ 729,507	\$ 853,500
Charges for service	178,000	180,000	187,000
Voluntary donations	6,400	2,500	3,000
Sponsorships	53,700	43,425	40,000
Miscellaneous	1,200	1,200	1,200
	\$ 968,807	\$ 956,632	\$ 1,084,700
<b>Special Events</b>			
Charges for service	\$ 1,034,212	\$ 898,870	\$ 1,459,062
Sponsorships	126,950	135,775	221,600
Miscellaneous	58,965	52,699	70,335
	\$ 1,220,127	\$ 1,087,344	\$ 1,750,997
<b>Water Impost</b>			
Charges for service	\$ 465,000	\$ 465,000	\$ 465,000
Investment income	500		500
	\$ 465,500	\$ 465,000	\$ 465,500
<b>Bullhead City Sr Nutrition</b>			
Federal grants	\$ 97,520	\$ 113,222	\$ 122,505
State grants	40,834	60,486	66,000
Private Grant			16,356
Voluntary donations	66,411	65,350	66,345
	\$ 204,765	\$ 239,058	\$ 271,206
<b>Pest Abatement</b>			
Pest Abatement District	\$	\$	\$ 128,000
Mohave County			25,000
	\$	\$	\$ 153,000
<b>Special Assessment Admin</b>			
Charges for service	\$ 72,000	\$ 66,000	\$ 50,000
Investment income	400	60	40
	\$ 72,400	\$ 66,060	\$ 50,040
<b>Real Estate Owned</b>			
Other	\$	\$ 681	\$
	\$	\$ 681	\$
<b>Racketeering Influence Criminal Organization</b>			
Investment income	\$	\$ 273	\$
Forfeitures		65,378	
	\$	\$ 65,651	\$
<b>Arts Commission</b>			
Investment income	\$	\$ 10	\$ 10
	\$	\$ 10	\$ 10
<b>Court Enhancement</b>			
Court fines	\$ 30,291	\$ 35,000	\$ 35,000
Investment income		30	
	\$ 30,291	\$ 35,030	\$ 35,000
<b>Court FARE</b>			
Court fines	\$ 3,100	\$ 2,877	\$ 2,900



# APPENDIX

**CITY OF BULLHEAD CITY  
Revenues Other Than Property Taxes  
Fiscal Year 2017**

SOURCE OF REVENUES	ESTIMATED REVENUES 2016	ACTUAL REVENUES* 2016	ESTIMATED REVENUES 2017
	\$ 3,100	\$ 2,877	\$ 2,900
<b>Court Fill the Gap</b>			
Court fines	\$ 6,128	\$ 6,500	\$ 6,500
Investment income	\$ 6,128	\$ 6,500	\$ 6,500
<b>Court Judicial Collection Enhancement</b>			
Court fines	\$ 13,400	\$ 13,400	13,400
Investment income	\$ 13,400	\$ 13,400	\$ 13,400
<b>Domestic Violence Assistance</b>			
Federal grants	\$ 56,416	\$ 35,904	80,059
State grants	36,377	59,344	24,242
	\$ 92,793	\$ 95,248	\$ 104,301
<b>Grants Miscellaneous</b>			
Federal grants	\$ 95,000	\$	\$ 95,000
Other	5,000	3,545	5,000
	\$ 100,000	\$ 3,545	\$ 100,000
<b>CDBG/HOME Grant</b>			
Federal Grant	\$ 675,223	\$ 359,055	\$ 787,935
State Grant	37,500	30,780	42,000
Other	50,000	-	200,000
	\$ 762,723	\$ 389,835	\$ 1,029,935
<b>Grants Police</b>			
Federal grants	\$ 18,759	\$ 9,040	\$ 29,500
Other	100,000	-	100,000
	\$ 118,759	\$ 9,040	\$ 129,500
<b>Total Special Revenue Funds</b>	<b>\$ 7,555,018</b>	<b>\$ 6,925,015</b>	<b>\$ 8,842,364</b>

\* Includes actual revenues recognized on the modified accrual or accrual basis as of the date the proposed budget was prepared, plus estimated revenues for the remainder of the fiscal year.



# APPENDIX

**CITY OF BULLHEAD CITY  
Revenues Other Than Property Taxes  
Fiscal Year 2017**

SOURCE OF REVENUES	ESTIMATED REVENUES 2016	ACTUAL REVENUES* 2016	ESTIMATED REVENUES 2017
<b>DEBT SERVICE FUNDS</b>			
<b>Sewer Improvement District #3</b>			
Special assessments	\$ 2,045,653	\$ 2,004,000	\$ 1,933,800
Investment income	500	2,000	1,500
	<u>\$ 2,046,153</u>	<u>\$ 2,006,000</u>	<u>\$ 1,935,300</u>
<b>Sewer Improvement District #1</b>			
Special assessments	\$ 906,361	\$ 703,007	\$ 553,589
Investment income	150	50	25
	<u>\$ 906,511</u>	<u>\$ 703,057</u>	<u>\$ 553,614</u>
<b>Sewer Improvement District #2</b>			
Special assessments	\$ 731,000	\$ 667,000	\$ 616,000
Investment income	175	450	425
	<u>\$ 731,175</u>	<u>\$ 667,450</u>	<u>\$ 616,425</u>
<b>Total Debt Service Funds</b>	<u>\$ 3,683,839</u>	<u>\$ 3,376,507</u>	<u>\$ 3,105,339</u>
<b>CAPITAL PROJECTS FUNDS</b>			
<b>Drainage Improvements</b>			
Flood control district taxes	\$ 773,898	\$ 801,955	\$ 801,955
Federal grant			350,000
Miscellaneous		1,017	
	<u>\$ 773,898</u>	<u>\$ 802,972</u>	<u>\$ 1,151,955</u>
<b>Park Improvements</b>			
State grant			\$ 450,000
Federal grant	450,000	63,637	
	<u>\$ 450,000</u>	<u>\$ 63,637</u>	<u>\$ 450,000</u>
<b>Street Improvements</b>			
Federal grant	\$ 350,000		
	<u>\$ 350,000</u>		
<b>Street Lighting Districts</b>			
Special assessments	\$ 76,228	\$ 75,257	\$ 56,429
	<u>\$ 76,228</u>	<u>\$ 75,257</u>	<u>\$ 56,429</u>
<b>Total Capital Projects Funds</b>	<u>\$ 1,650,126</u>	<u>\$ 941,866</u>	<u>\$ 1,658,384</u>

\* Includes actual revenues recognized on the modified accrual or accrual basis as of the date the proposed budget was prepared, plus estimated revenues for the remainder of the fiscal year.



# APPENDIX

**CITY OF BULLHEAD CITY  
Revenues Other Than Property Taxes  
Fiscal Year 2017**

SOURCE OF REVENUES	ESTIMATED REVENUES 2016	ACTUAL REVENUES* 2016	ESTIMATED REVENUES 2017
<b>ENTERPRISE FUNDS</b>			
<b>Wastewater</b>			
Charges for service	\$ 9,036,500	\$ 9,026,200	\$ 9,025,500
Investment revenues	47,000	49,900	48,500
Federal grant	550,000		380,000
Miscellaneous	6,000	1,300	1,300
	<u>\$ 9,639,500</u>	<u>\$ 9,077,400</u>	<u>\$ 9,455,300</u>
<b>Water Resources</b>			
Water resource fees	\$ 24,000	\$ 18,000	\$ 24,000
Other	100,000		100,000
	<u>\$ 124,000</u>	<u>\$ 18,000</u>	<u>\$ 124,000</u>
<b>Total Enterprise Funds</b>	<u>\$ 9,763,500</u>	<u>\$ 9,095,400</u>	<u>\$ 9,579,300</u>

\* Includes actual revenues recognized on the modified accrual or accrual basis as of the date the proposed budget was prepared, plus estimated revenues for the remainder of the fiscal year.



# APPENDIX

**CITY OF BULLHEAD CITY  
Revenues Other Than Property Taxes  
Fiscal Year 2017**

SOURCE OF REVENUES	ESTIMATED REVENUES 2016	ACTUAL REVENUES* 2016	ESTIMATED REVENUES 2017
<b>INTERNAL SERVICE FUNDS</b>			
<b>NW AZ Employee Benefit Trust</b>			
Charges for service	\$ 3,125,261	\$ 2,989,342	\$ 3,340,800
Contributions	298,125	258,781	284,650
	<u>\$ 3,423,386</u>	<u>\$ 3,248,123</u>	<u>\$ 3,625,450</u>
<b>Risk Management</b>			
Charges for service	\$ 1,518,261	\$ 1,521,265	\$ 1,368,533
Investment income	100	100	100
	<u>\$ 1,518,361</u>	<u>\$ 1,521,265</u>	<u>\$ 1,368,633</u>
<b>Fleet Services</b>			
Charges for service	\$ 1,370,047	\$ 1,209,025	\$ 1,278,082
	<u>\$ 1,370,047</u>	<u>\$ 1,209,025</u>	<u>\$ 1,278,082</u>
<b>Total Internal Service Funds</b>	<u>\$ 6,311,794</u>	<u>\$ 5,978,413</u>	<u>\$ 6,272,165</u>
<b>TOTAL ALL FUNDS</b>	<u>\$ 54,021,474</u>	<u>\$ 52,632,650</u>	<u>\$ 56,347,930</u>

\* Includes actual revenues recognized on the modified accrual or accrual basis as of the date the proposed budget was prepared, plus estimated revenues for the remainder of the fiscal year.



# APPENDIX

**CITY OF BULLHEAD CITY  
Other Financing Sources/<Uses> and Interfund Transfers  
Fiscal Year 2017**

FUND	OTHER FINANCING 2017		INTERFUND TRANSFERS 2017	
	SOURCES	<USES>	IN	<OUT>
<b>GENERAL FUND</b>				
Highway User Fund (HURF)	\$	\$	9,595	1,345,073
Municipal Property Corporation				522,803
Transit				296,932
Bullhead City Sr Nutrition				100,460
Pest Abatement				5,000
Wastewater			62,343	105,578
Excise Tax Refunding				106,443
Water Resources				100,000
Park Improvements				135,000
BHC/Laughlin Bridge Debt				168,945
Drainage Improvements			9,595	
Capital Lease Proceeds				
Sale of assets	7,000			
<b>Total General Fund</b>	\$ 7,000	\$	\$ 81,533	\$ 2,886,234
<b>SPECIAL REVENUE FUNDS</b>				
Highway User Fund (HURF)	\$	\$	1,345,073	2,223,543
Transit			296,932	
Bullhead City Sr Nutrition			100,460	
Special Assessments Admin				33,832
Real Estate Owned Sale of assets	5,000			
Pest Abatement			5,000	
<b>Total Special Revenue Funds</b>	\$ 5,000	\$	\$ 1,747,465	\$ 2,257,375
<b>DEBT SERVICE FUNDS</b>				
Municipal Property Corporation	\$	\$	1,344,350	
Excise Tax Refunding			273,844	
BHC/Laughlin Bridge			168,945	
<b>Total Debt Service Funds</b>	\$	\$	\$ 1,787,139	\$
<b>CAPITAL PROJECTS FUNDS</b>				
Street Improvements	\$	\$	1,225,000	
Parks Improvements			135,000	
BHC/Laughlin Bridge	1,878,400			
Drainage Improvements				9,595
Public Safety Improvements				
<b>Total Capital Projects Funds</b>	\$ 1,878,400	\$	\$ 1,360,000	\$ 9,595
<b>ENTERPRISE FUNDS</b>				
Wastewater	\$	\$	139,410	62,343
Water Resources			100,000	
<b>Total Enterprise Funds</b>	\$	\$	\$ 239,410	\$ 62,343
<b>Total Internal Service Funds</b>	\$	\$	\$	\$
<b>TOTAL ALL FUNDS</b>	\$ 1,890,400	\$	\$ 5,215,547	\$ 5,215,547



# APPENDIX

## LEGAL SCHEDULES

## SCHEDULE E

### CITY OF BULLHEAD CITY Expenditures/Expenses by Fund Fiscal Year 2017

FUND/DEPARTMENT	ADOPTED BUDGETED EXPENDITURES/ EXPENSES 2016	EXPENDITURE/ EXPENSE ADJUSTMENTS APPROVED 2016	ACTUAL EXPENDITURES/ EXPENSES* 2016	BUDGETED EXPENDITURES/ EXPENSES 2017
<b>GENERAL FUND</b>				
Police	\$ 11,690,794	\$	\$ 11,601,175	\$ 11,994,251
General Government	3,435,823		3,362,407	3,688,827
Culture-Recreation	2,674,570		2,545,843	2,847,842
Judicial	1,440,221		1,399,924	1,448,242
Legal Services	1,075,768		1,047,379	1,098,962
Financial Administration	769,811		757,676	778,718
Animal Care and Welfare	627,616		580,190	612,771
Executive	384,797		297,883	410,473
Legislative	307,749		292,866	329,329
Public Works	174,490		172,303	185,721
Personnel Administration	166,079		166,073	183,076
Elections				108,580
Economic Development	90,100		88,697	108,320
Debt Service	281,188		280,596	280,299
Capital Outlay	654,294		651,977	659,194
Contingency	1,200,000			1,200,000
<b>Total General Fund</b>	<b>\$ 24,973,300</b>	<b>\$</b>	<b>\$ 23,265,009</b>	<b>\$ 25,934,605</b>
<b>SPECIAL REVENUE FUNDS</b>				
Highway user revenue (HURF)	\$ 2,432,941	\$	\$ 2,378,681	\$ 2,896,639
Transit	1,247,079		1,147,850	1,317,354
Special Events	1,014,950		1,002,245	1,608,322
Water Impost	922,044		502,252	1,070,276
Bullhead City Sr Nutrition	305,225		325,675	351,565
Pest Abatement				158,000
Special Assessments Admin	97,840		37,800	84,124
RICO	72,602		61,765	90,129
Arts Fund	11,234			11,321
Real Estate Owned	6,565		1,767	5,000
Court Enhancement	91,312		71,956	64,317
Court Judicial Collection Enhan	37,939		1,690	50,580
Court Fill the Gap	6,128			16,302
Court FARE	11,233		2,115	12,070
Grants Housing	762,722		388,610	1,029,935
Grants Police	118,759		9,040	129,500
Grants Victim Assistance	92,793		87,122	104,062
Grants General	100,000		1,170	100,000
<b>Total Special Revenue Funds</b>	<b>\$ 7,331,366</b>	<b>\$</b>	<b>\$ 6,019,738</b>	<b>\$ 9,099,496</b>
<b>DEBT SERVICE FUNDS</b>				
Sewer Imprv. District #3	\$ 2,043,818	\$	\$ 2,043,818	\$ 1,996,771
Municipal Property Corporation	1,389,250		1,336,638	1,344,349
Sewer Imprv. District #1	999,214		999,213	
Sewer Imprv. District #2	710,772		710,773	692,270
Excise Tax Refunding	276,697		276,697	273,845
BHC/Laughlin Bridge				168,945
<b>Total Debt Service Funds</b>	<b>\$ 5,419,751</b>	<b>\$</b>	<b>\$ 5,367,139</b>	<b>\$ 4,476,180</b>
<b>CAPITAL PROJECTS FUNDS</b>				
Drainage Improvements	\$ 1,862,726	\$	\$ 1,105,324	\$ 2,158,927
BHC/Laughlin Bridge				2,128,400
Public Safety Improvements	1,500,000		1,500,000	
Street Improvements	1,487,588		1,114,406	1,225,000
Park Improvements	500,000			585,000
Street Lighting Districts	74,855		71,694	72,418
Municipal Facility Improvements	30,000			30,000
Parking				
<b>Total Capital Projects Funds</b>	<b>\$ 5,455,169</b>	<b>\$</b>	<b>\$ 3,791,424</b>	<b>\$ 6,199,745</b>
<b>ENTERPRISE FUNDS</b>				
Wastewater	\$ 17,442,366	\$	\$ 15,584,226	\$ 15,281,021
Water Resources	190,000		120,000	205,000
<b>Total Enterprise Funds</b>	<b>\$ 17,632,366</b>	<b>\$</b>	<b>\$ 15,704,226</b>	<b>\$ 15,486,021</b>
<b>INTERNAL SERVICE FUNDS</b>				
Northwest AZ EBT	\$ 3,563,317	\$	\$ 3,421,934	\$ 3,488,825
Fleet Services	1,972,419		1,412,624	1,594,656
Risk Management	1,517,889		1,512,492	1,367,933
<b>Total Internal Service Funds</b>	<b>\$ 7,053,625</b>	<b>\$</b>	<b>\$ 6,347,050</b>	<b>\$ 6,451,314</b>
<b>TOTAL ALL FUNDS</b>	<b>\$ 67,865,577</b>	<b>\$</b>	<b>\$ 60,494,586</b>	<b>\$ 67,847,361</b>

\* Includes actual expenditures/expenses recognized on the modified accrual or accrual basis as of the date the proposed budget was prepared, plus estimated expenditures/expenses for the remainder of the fiscal year.



# APPENDIX

## LEGAL SCHEDULES

## SCHEDULE F

### CITY OF BULLHEAD CITY Expenditures/Expenses by Department Fiscal Year 2017

DEPARTMENT/FUND	ADOPTED BUDGETED EXPENDITURES/ EXPENSES 2016	EXPENDITURE/ EXPENSE ADJUSTMENTS APPROVED 2016	ACTUAL EXPENDITURES/ EXPENSES* 2016	BUDGETED EXPENDITURES/ EXPENSES 2017
<b>Legislative</b>				
General Fund	\$ 307,749	\$	\$ 292,886	\$ 329,329
Water Impost	6,445		2,640	7,591
Wastewater	49,166		49,062	57,218
<b>Department Total</b>	<b>\$ 363,360</b>	<b>\$</b>	<b>\$ 344,588</b>	<b>\$ 394,138</b>
List Department:				
<b>Judicial</b>				
General Fund	\$ 1,440,221	\$	\$ 1,399,924	\$ 1,448,242
Judicial Collection Enhancement	2,475		1,690	1,000
Court Enhancement	84,112		71,956	43,174
Fill the Gap				
Fines/Fee and Restitution			2,115	
<b>Department Total</b>	<b>\$ 1,526,808</b>	<b>\$</b>	<b>\$ 1,475,685</b>	<b>\$ 1,492,416</b>
List Department:				
<b>Executive</b>				
General Fund	\$ 384,797	\$	\$ 297,883	\$ 410,473
Water Impost	50,407		31,445	51,301
Real Estate Owned	5,000			5,000
Special Events			217	
Flood Control	20,836		20,103	21,115
Wastewater	85,299		93,104	85,192
<b>Department Total</b>	<b>\$ 546,339</b>	<b>\$</b>	<b>\$ 442,752</b>	<b>\$ 573,081</b>
List Department:				
<b>Elections</b>				
General Fund	\$	\$	\$	\$ 108,580
<b>Department Total</b>	<b>\$</b>	<b>\$</b>	<b>\$</b>	<b>\$ 108,580</b>
List Department:				
<b>Financial Administration</b>				
General Fund	\$ 769,811	\$	\$ 757,676	\$ 778,718
Special Assmts Admin	42,000		33,000	42,000
Water Impost	14,783		14,767	15,204
Special Events			6,237	
BHC Sr Nutrition Center	7,166		7,259	7,391
Street Lighting Districts	2,801		2,753	2,859
Wastewater	887,871		834,279	852,461
<b>Department Total</b>	<b>\$ 1,724,432</b>	<b>\$</b>	<b>\$ 1,655,971</b>	<b>\$ 1,698,633</b>
List Department:				
<b>Law</b>				
General Fund	\$ 1,075,768	\$	\$ 1,047,379	\$ 1,098,962
Water Impost	40,310		39,264	40,289
Special Events			588	
Grant Victim Assistance	92,793		87,122	104,062
Wastewater	56,190		53,562	56,403
<b>Department Total</b>	<b>\$ 1,265,061</b>	<b>\$</b>	<b>\$ 1,227,915</b>	<b>\$ 1,299,716</b>
List Department:				
<b>Personnel Administration</b>				
General Fund	\$ 166,079	\$	\$ 166,073	\$ 183,076
Waterwater	46,533		46,168	47,254
Risk Management	1,517,889		1,512,492	1,367,933
NW AZ EBT	3,563,317		3,421,934	3,488,825
<b>Department Total</b>	<b>\$ 5,293,818</b>	<b>\$</b>	<b>\$ 5,146,667</b>	<b>\$ 5,087,088</b>





# APPENDIX

## LEGAL SCHEDULES

## SCHEDULE F

List Department:

**General Government**

General Fund	\$ 3,435,823	\$	\$ 3,382,407	\$ 3,683,227
Special Assmts Admin	4,800		4,800	
Water Impost	723,914		327,951	718,127
Transit	1,062,379		1,021,424	1,158,354
Special Events			7,804	
Pest Abatement				158,000
BHC Sr Nutrition Center	6,254		6,251	4,963
Wastewater	118,546		113,848	129,418
Water Resources	120,000		120,000	135,000
<b>Department Total</b>	<b>\$ 5,471,716</b>	<b>\$</b>	<b>\$ 4,984,485</b>	<b>\$ 5,987,089</b>

List Department:

**Police**

General Fund	\$ 11,690,794	\$	\$ 11,601,175	\$ 11,994,251
RICO	72,602		61,765	14,153
Special Events			45,668	
Police Grants	102,800		9,040	113,580
<b>Department Total</b>	<b>\$ 11,866,196</b>	<b>\$</b>	<b>\$ 11,717,648</b>	<b>\$ 12,121,984</b>

List Department:

**Highway & Streets**

Highway Urban Revenue	\$ 2,150,355	\$	\$ 2,140,215	\$ 2,291,456
Special Events			21,731	
Street Lighting Districts	72,054		68,941	69,559
Flood Control	302,623		275,588	310,793
<b>Department Total</b>	<b>\$ 2,525,032</b>	<b>\$</b>	<b>\$ 2,506,475</b>	<b>\$ 2,671,808</b>

List Department:

**Sanitation**

Wastewater	\$ 3,453,928	\$	\$ 3,150,021	\$ 3,329,523
Special Events			7,732	
<b>Department Total</b>	<b>\$ 3,453,928</b>	<b>\$</b>	<b>\$ 3,157,753</b>	<b>\$ 3,329,523</b>

List Department:

**Health**

General Fund	\$ 627,616	\$	\$ 580,190	\$ 612,771
Special Events			750	
BHC Sr Nutrition Center	291,805		312,165	339,211
<b>Department Total</b>	<b>\$ 919,421</b>	<b>\$</b>	<b>\$ 893,105</b>	<b>\$ 951,982</b>

List Department:

**Culture & Recreation**

General Fund	\$ 2,674,570	\$	\$ 2,545,843	\$ 2,847,842
Arts Commission	11,234			11,321
Special Events	1,014,950		911,447	1,608,322
Grants General	5,000		1,170	5,000
<b>Department Total</b>	<b>\$ 3,705,754</b>	<b>\$</b>	<b>\$ 3,458,460</b>	<b>\$ 4,472,485</b>

List Department:

**Public Works**

General Fund	\$ 174,490	\$	\$ 172,303	\$ 185,721
Highway Urban Revenue	165,041		157,010	159,058
Water Impost	86,185		86,185	137,764
Flood Control	186,182		191,414	188,324
Wastewater	4,886,842		4,488,262	4,679,167
Fleet Services	1,901,631		1,389,830	1,548,411
<b>Department Total</b>	<b>\$ 7,400,371</b>	<b>\$</b>	<b>\$ 6,485,004</b>	<b>\$ 6,898,445</b>

List Department:

**Redevelopment & Housing**

Real Estate Owned	\$ 1,565	\$	\$ 1,767	\$
Grants Housing/Redevelopment	762,722		388,610	1,029,935
Special Events			71	
<b>Department Total</b>	<b>\$ 764,287</b>	<b>\$</b>	<b>\$ 390,448</b>	<b>\$ 1,029,935</b>



# APPENDIX

## LEGAL SCHEDULES

## SCHEDULE F

List Department:

**Economic Development**

General Fund	\$ 90,100	\$	\$ 88,697	\$ 108,320
<b>Department Total</b>	<b>\$ 90,100</b>	<b>\$</b>	<b>\$ 88,697</b>	<b>\$ 108,320</b>

List Department:

**Debt Service**

General Fund	\$ 281,188	\$	\$ 280,596	\$ 280,299
Highway Urban Revenue	67,545		67,545	
Municipal Property Corp	1,389,250		1,336,638	1,344,349
SiD #1	999,214		999,213	
SiD #2	710,772		710,773	692,270
SiD #3	2,043,818		2,043,818	1,996,771
Excise Tax Refunding	276,697		276,697	273,845
Bridge				168,945
Wastewater	3,617,390		3,580,621	3,453,697
Water Resources	70,000			70,000
<b>Department Total</b>	<b>\$ 9,455,874</b>	<b>\$</b>	<b>\$ 9,295,901</b>	<b>\$ 8,280,176</b>

List Department:

**Capital Outlay**

General Fund	\$ 654,294	\$	\$ 651,977	\$ 659,194
Highway Urban Revenue			13,911	431,125
Water Impost				100,000
Transit	184,700		126,426	159,000
Grants Police	15,959			15,920
Grants General	95,000			95,000
Flood Control	1,087,938		618,219	1,638,695
Parks & Recreation	500,000			585,000
Transportation	1,487,588		1,114,406	1,225,000
Municipal Facilities	30,000			30,000
BHC/Laughlin Bridge 2				2,128,400
Public Safety	1,500,000		1,500,000	
Wastewater	445,601		446,002	340,688
Sewer Development	3,295,000		2,729,297	1,750,000
Fleet Replacement	52,769		22,794	
<b>Department Total</b>	<b>\$ 9,348,849</b>	<b>\$</b>	<b>\$ 7,223,032</b>	<b>\$ 9,158,022</b>

List Department:

**Contingency**

General Fund	\$ 1,200,000	\$	\$	\$ 1,205,600
Highway Urban Revenue	50,000			15,000
RICO				75,976
Special Assmt Adm	51,040			42,124
Judicial Collection Enhancement	35,464			49,580
Court Enhancement	7,200			21,143
Fill the Gap	6,128			16,302
Fines/Fees and Restitution	11,233			12,070
Flood Control	265,147			
Wastewater	500,000			500,000
Fleet Services	18,019			18,247
Fleet Replacement				27,898
<b>Department Total</b>	<b>\$ 2,144,231</b>	<b>\$</b>	<b>\$</b>	<b>\$ 1,983,940</b>



# APPENDIX

## LEGAL SCHEDULES

## SCHEDULE G

### CITY OF BULLHEAD CITY Full-Time Employees and Personnel Compensation Fiscal Year 2017

FUND	Full-Time Equivalent (FTE) 2017	Employee Salaries and Hourly Costs 2017	Retirement Costs 2017	Healthcare Costs 2017	Other Benefit Costs 2017	Total Estimated Personnel Compensation 2017
<b>GENERAL FUND</b>	198	\$ 11,442,010	\$ 2,268,871	\$ 2,270,721	\$ 900,686	\$ 16,882,288
<b>SPECIAL REVENUE FUNDS</b>						
Highway Urban Revenue	18	\$ 767,161	\$ 69,471	\$ 208,512	\$ 63,189	\$ 1,108,333
Water Impost	4	298,311	27,255	46,080	20,036	391,682
Transit	10	417,680	37,800	116,352	25,313	597,145
Grants Housing Redevelopment	1	85,439	7,732	14,400	5,067	112,638
Special Events	1	79,811	7,223	14,115	1,485	102,634
Pest Abatement	1	86,900	7,864	11,520	3,354	109,638
Grants Victim Assistance	2	76,042	6,882	9,317	1,231	93,472
Bullhead City Sr Nutrition	2	81,958	7,417	20,390	3,059	112,824
<b>Total Special Revenue Funds</b>	39	1,893,302	171,644	440,686	122,734	2,628,366
<b>DEBT SERVICE FUNDS</b>						
		\$	\$	\$	\$	\$
<b>Total Debt Service Funds</b>		\$	\$	\$	\$	\$
<b>CAPITAL PROJECTS FUNDS</b>						
Street Lighting District	0	\$ 2,270	\$ 205	\$ 346	\$ 37	\$ 2,858
Drainage Improvements	5	284,866	26,008	55,296	24,767	390,936
<b>Total Capital Projects Funds</b>	5	287,135	26,213	55,642	24,804	393,794
<b>PERMANENT FUNDS</b>						
		\$	\$	\$	\$	\$
<b>Total Permanent Funds</b>		\$	\$	\$	\$	\$
<b>ENTERPRISE FUNDS</b>						
Wastewater	37	\$ 2,047,176	\$ 186,049	\$ 419,958	\$ 109,911	\$ 2,763,094
<b>Total Enterprise Funds</b>	37	2,047,176	186,049	419,958	109,911	2,763,094
<b>INTERNAL SERVICE FUND</b>						
Fleet Services	5	\$ 210,293	\$ 19,031	\$ 58,752	\$ 8,163	\$ 296,239
Risk Managemen	1	80,956	7,327	14,400	2,410	105,093
<b>Total Internal Service Fund</b>	6	291,249	26,358	73,152	10,573	401,332
<b>TOTAL ALL FUNDS</b>	286	\$ 15,960,872	\$ 2,679,135	\$ 3,260,159	\$ 1,168,708	\$ 23,068,874



# APPENDIX

## SCHEDULE OF AUTHORIZED POSTIONS

Position	FTE's FY15	FTE's FY16	FTE's FY17	Salary Range Min	Salary Range Max	Range Number
<b>Mayor and Council</b>						
Mayor	1.00	1.00	1.00	12,000	12,000	
Councilmember	6.00	6.00	6.00	9,000	9,000	
<b>Total Mayor and Council</b>	<b>7.00</b>	<b>7.00</b>	<b>7.00</b>			
<b>City Clerk</b>						
City Clerk	1.00	1.00	1.00	Unclassified		Contract
Deputy City Clerk	1.00	1.00	1.00	43,077	63,939	134
<b>Total City Clerk</b>	<b>2.00</b>	<b>2.00</b>	<b>2.00</b>			
<b>Municipal Court</b>						
City Magistrate	1.00	1.00	1.00	Unclassified		Contract
Court Administrator	1.00	1.00	1.00	49,483	73,445	141
Assistant Court Administrator	1.00	1.00	1.00	35,339	52,458	124
Judicial Assistant	2.00	2.00	2.00	30,763	45,677	117
Lead Court Collection Clerk	1.00	1.00	1.00	30,139	44,762	116
Lead Court Operation Clerk	1.00	1.00	1.00	30,139	44,762	116
Juvenile Monitoring Officer	0.60	0.00	0.00			
Court Clerk	5.00	5.00	6.00	27,851	41,350	112
<b>Total Muncipal Court</b>	<b>12.60</b>	<b>12.00</b>	<b>13.00</b>			
<b>City Manager</b>						
City Manager	1.00	1.00	1.00	Unclassified		Contract
Administrative Analyst	1.00	1.00	1.00	Unclassified		Contract
Senior Administrative Analyst	1.00	1.00	1.00	55,723	82,701	147
Executive Assistant	1.00	1.00	1.00	35,339	52,458	124
<b>Total City Manager</b>	<b>4.00</b>	<b>4.00</b>	<b>4.00</b>			
<b>Public Information</b>						
Communication Specialist	0.00	0.00	1.00	39,000	57,907	129
Public Information Officer	1.00	0.00	0.00			
TV-Producer/Director/Editor/Host	1.00	1.00	0.00			
<b>Total Public Information</b>	<b>2.00</b>	<b>1.00</b>	<b>1.00</b>			



# APPENDIX

## SCHEDULE OF AUTHORIZED POSTIONS

Position	FTE's FY15	FTE's FY16	FTE's FY17	Salary Range Min	Salary Range Max	Range Number
<b>Human Resources</b>						
HR/Risk Manager	1.00	1.00	1.00	72,072	106,995	160
Benefit Specialist	0.00	0.00	1.00	39,000	57,907	129
Human Resources Specialist	2.00	2.00	1.00	39,000	57,907	129
Administrative Assistant	1.00	0.00	0.00			
Office Specialist II	0.00	1.00	1.00	32,635	48,464	120
<b>Total Human Resources</b>	<b>4.00</b>	<b>4.00</b>	<b>4.00</b>			
<b>Legal Services</b>						
City Attorney	1.00	1.00	1.00	Unclassified		Contract
Chief City Prosecutor	1.00	1.00	1.00	76,461	113,526	163
Assistant City Prosecutor	2.00	2.00	2.00	62,733	93,142	153
Supervising Paralegal	2.00	2.00	2.00	49,483	73,445	141
Victim Services Coordinator	1.00	1.00	1.00	45,718	67,850	137
Paralegal	0.00	2.00	2.00	36,026	53,498	125
Office Assistant II	2.00	0.00	0.00			
Legal Assistant II	3.00	2.00	2.00	27,851	41,350	112
Office Assistant I	0.00	1.00	1.00	23,774	35,298	104
Legal Assistant I	1.00	1.00	1.00	23,774	35,298	104
Victim Advocates	1.00	1.00	1.50	25,230	37,461	107
<b>Total Legal</b>	<b>14.00</b>	<b>14.00</b>	<b>14.50</b>			
<b>Finance</b>						
Finance Director	1.00	1.00	1.00	Unclassified		Contract
Accounting Manager	1.00	1.00	1.00	59,134	87,776	150
Revenue Manager	1.00	1.00	1.00	55,723	82,701	147
Budget Analyst	1.00	1.00	1.00	49,483	73,445	141
Senior Financial Specialist	1.00	1.00	1.00	39,000	57,907	129
Financial Specialist	1.00	1.00	1.00	34,632	51,418	123
Financial Technician	9.00	9.00	9.00	30,763	45,677	117
<b>Total Finance</b>	<b>15.00</b>	<b>15.00</b>	<b>15.00</b>			
<b>Technology Services</b>						
Technology Services Manager	1.00	1.00	1.00	76,461	113,526	163
Network Administrator	0.00	1.00	1.00	62,733	93,142	153
Network Engineer	0.00	0.00	2.00	54,621	81,099	146
PD Communication Coordinator	1.00	0.00	0.00			
Technology Services Coordinator	2.00	2.00	0.00			
<b>Total Technology Services</b>	<b>4.00</b>	<b>4.00</b>	<b>4.00</b>			



# APPENDIX

## SCHEDULE OF AUTHORIZED POSTIONS

Position	FTE's FY15	FTE's FY16	FTE's FY17	Salary Range Min	Salary Range Max	Range Number
<b>Police</b>						
Police Chief	1.00	1.00	1.00	Unclassified		Contract
Police Captain	1.00	1.00	1.00	74,963	111,301	162
Police Lieutenant	3.00	3.00	3.00	65,270	96,907	155
Police Sergeant	13.00	13.00	13.00	57,042	75,824	303
Police Corporal	9.00	9.00	9.00	50,158	69,440	302
Police Officer	55.00	55.00	49.00	43,396	62,573	301
<b>Sworn Police</b>	<b>82.00</b>	<b>82.00</b>	<b>76.00</b>			
Emergency Services Dispatcher, Sr.	4.00	4.00	4.00	42,354	58,636	305
Emergency Services Dispatcher	11.00	11.00	11.00	36,863	51,034	304
Support Services Division Manager	0.00	0.00	0.50	65,270	96,907	155
Administrative Analyst	1.00	1.00	1.00	49,483	73,445	141
Police Forensic Specialist	2.00	2.00	2.00	48,506	71,989	140
PD Investigative/Public Information Asst	1.00	1.00	1.00	36,026	53,498	125
Community Service Officer	1.00	1.00	1.00	36,026	53,498	125
Administrative Assistant I	1.00	1.00	1.00	33,966	50,419	122
Police Investigative Assistant	1.00	1.00	1.00	32,635	48,464	120
Police Investigative Aide	0.50	0.50	0.50	32,635	48,464	120
Office Specialist II	1.00	1.00	1.00	32,635	48,464	120
Property Evidence Custodian	2.00	2.00	2.00	30,763	45,677	117
Office Specialist I	1.00	1.00	1.00	30,139	44,762	116
Police Booking Officer	2.00	2.00	2.00	28,974	43,035	114
Office Assistant II	5.00	5.00	5.00	27,851	41,350	112
Office Assistant I	1.50	1.50	1.00	23,774	35,298	104
<b>Non-sworn Police</b>	<b>35.00</b>	<b>35.00</b>	<b>35.00</b>			
<b>Total Police</b>	<b>117.00</b>	<b>117.00</b>	<b>111.00</b>			
<b>Animal Care and Welfare</b>						
Support Services Division Manager	0.00	0.00	0.50	65,270	96,907	155
Animal Welfare Operations Manager	1.00	1.00	0.00			
Senior Animal Welfare Officer	1.00	1.00	1.00	33,301	49,442	121
Animal Welfare Officer	3.00	3.00	3.00	31,366	46,571	118
Animal Welfare Technician	2.50	2.50	2.50	27,310	40,539	111
<b>Total Animal Care and Welfare</b>	<b>7.50</b>	<b>7.50</b>	<b>7.00</b>			



# APPENDIX

## SCHEDULE OF AUTHORIZED POSTIONS

Position	FTE's FY15	FTE's FY16	FTE's FY17	Salary Range Min	Salary Range Max	Range Number
<b>Human Services &amp; Transit</b>						
Human Services & Transit Director	1.00	1.00	1.00	Unclassified		Contract
Pest Abatement Specialist	0.00	0.00	1.00	61,506	91,312	152
Transit Manager	0.00	0.00	1.00	55,723	82,701	147
Senior Nutrition Program Coordinator	1.00	1.00	1.00	43,077	63,939	134
Housing Inspector	1.00	1.00	1.00	37,482	55,661	127
Transit Operations Supervisor	1.00	1.00	1.00	33,301	49,442	121
Office Specialist I	1.00	1.00	1.00	30,139	44,762	116
Transit Bus Driver	5.00	6.00	6.00	26,790	39,749	110
Senior Nutrition Asst/Transit Dispatch	0.00	0.00	1.00	26,790	39,749	110
<b>Total Human Services</b>	<b>10.00</b>	<b>11.00</b>	<b>14.00</b>			
<b>Recreation</b>						
Sponsorship Coordinator	1.00	1.00	1.00	Unclassified		Contract
Recreation Manager	1.00	1.00	1.00	55,723	82,701	147
Special Events Coordinator	1.00	1.00	1.00	49,483	73,445	141
Recreation Supervisor	1.00	1.00	2.00	43,077	63,939	134
Office Specialist/Pool Manager	1.00	1.00	1.00	33,301	49,442	121
Receptionist	1.00	1.00	1.00	23,774	35,298	104
<b>Total Recreation</b>	<b>6.00</b>	<b>6.00</b>	<b>7.00</b>			
<b>Planning &amp; Zoning</b>						
Planning Manager	1.00	1.00	1.00	49,483	73,445	141
Planning Specialist	1.00	1.00	1.00	39,000	57,907	129
Office Assistant II	1.00	1.00	1.00	27,851	41,350	112
<b>Planning &amp; Zoning</b>	<b>3.00</b>	<b>3.00</b>	<b>3.00</b>			
<b>Building Safety</b>						
Building Official	1.00	1.00	1.00	55,723	82,701	147
Senior Plans Examiner	1.00	1.00	1.00	50,461	74,901	142
Senior Building Inspector	1.00	1.00	1.00	50,461	74,901	142
Plans Examiner	1.00	1.00	1.00	41,392	61,443	132
Office Assistant II	0.00	0.00	1.00	27,851	41,350	112
<b>Building Safety</b>	<b>4.00</b>	<b>4.00</b>	<b>5.00</b>			



# APPENDIX

## SCHEDULE OF AUTHORIZED POSTIONS

Position	FTE's FY15	FTE's FY16	FTE's FY17	Salary Range Min	Salary Range Max	Range Number
<b>Code Enforcement</b>						
Code Enforcement Inspector	4.00	4.00	3.00	37,482	55,661	127
Office Assistant II	1.00	1.00	1.00	27,851	41,350	112
<b>Code Enforcement</b>	<b>5.00</b>	<b>5.00</b>	<b>4.00</b>			
<b>Parks Maintenance</b>						
Field Operations Supervisor	0.00	0.00	1.00	47,549	70,595	139
Parks Supervisor	1.00	1.00	0.00			
Turf Maintenance Specialist	1.00	1.00	1.00	42,245	62,774	133
Maintenance Worker III	2.00	1.00	1.00	37,606	55,827	128
Maintenance Worker II	2.00	2.00	2.00	32,635	48,464	120
Maintenance Worker I	8.00	10.00	11.00	27,851	41,350	112
<b>Parks Maintenance</b>	<b>14.00</b>	<b>15.00</b>	<b>16.00</b>			
<b>Facilities Management</b>						
Facilities Maintenance Foreman	1.00	1.00	0.00			
Facilities Maintenance Supervisor	0.00	0.00	1.00	47,549	70,595	139
Maintenance Worker II	1.00	1.00	1.00	32,635	48,464	120
Maintenance Worker I	3.00	3.00	3.00	27,851	41,350	112
<b>Facilities Management</b>	<b>5.00</b>	<b>5.00</b>	<b>5.00</b>			
<b>Public Works Administration</b>						
Public Works Director	1.00	1.00	1.00	Unclassified		Contract
Asst Public Works Director	1.00	1.00	1.00	89,627	133,037	171
Office Administrator	1.00	1.00	1.00	49,483	73,445	141
<b>Public Works Administration</b>	<b>3.00</b>	<b>3.00</b>	<b>3.00</b>			
<b>Engineering</b>						
Assistant City Engineer	1.00	1.00	1.00	82,805	122,907	167
City Surveyor	0.90	0.90	1.00	54,621	81,099	146
Civil Engineering Associate	1.00	1.00	1.00	49,483	73,445	141
Utilities Engineering Associate	1.00	1.00	1.00	49,483	73,445	141
Engineering Designer	1.00	1.00	1.00	45,718	67,850	137
Senior Engineering Inspector	1.00	1.00	1.00	45,718	67,850	137
Engineering Inspector	2.00	2.00	2.00	37,482	55,661	127
Office Specialist II	1.00	1.00	1.00	32,635	48,464	120
<b>Engineering</b>	<b>8.90</b>	<b>8.90</b>	<b>9.00</b>			





# APPENDIX

## SCHEDULE OF AUTHORIZED POSTIONS

Position	FTE's FY15	FTE's FY16	FTE's FY17	Salary Range Min	Salary Range Max	Range Number
<b>Highways &amp; Streets</b>						
Field Operations Manager	1.00	1.00	1.00	61,506	91,312	152
Foreman	1.00	1.00	0.00			
Maintenance Worker III	2.00	2.00	3.00	37,606	55,827	128
Maintenance Worker II	3.00	3.00	3.00	32,635	48,464	120
Maintenance Worker I	11.00	11.00	11.00	27,851	41,350	112
Office Assistant II	1.00	1.00	1.00	27,851	41,350	112
<b>Highways &amp; Streets</b>	<b>19.00</b>	<b>19.00</b>	<b>19.00</b>			
<b>Utilities</b>						
Utilities Superintendent	1.00	1.00	1.00	55,723	82,701	147
Instrumentation Controls Technician	1.00	1.00	1.00	49,483	73,445	141
Utilities Supervisor	1.00	1.00	1.00	47,549	70,595	139
Utilities Technician III	2.00	2.00	2.00	43,929	65,208	135
Wastewater Specialist	1.00	1.00	1.00	43,930	65,208	135
Utilities Technician II	3.00	3.00	3.00	37,606	55,827	128
Utilities Technician I	9.00	9.00	9.00	33,301	49,442	121
Office Specialist II	1.00	1.00	1.00	32,635	48,464	120
Maintenance Worker I	1.00	1.00	1.00	27,851	41,350	112
<b>Utilities</b>	<b>20.00</b>	<b>20.00</b>	<b>20.00</b>			
<b>Fleet Services</b>						
Foreman	1.00	1.00	1.00	42,245	62,774	133
Mechanic II	1.00	1.00	1.00	36,026	53,498	125
Mechanic I	2.00	2.00	2.00	33,301	49,442	121
Office Assistant II	1.00	1.00	1.00	27,851	41,350	112
<b>Fleet Services</b>	<b>5.00</b>	<b>5.00</b>	<b>5.00</b>			
<b>Total Public Works</b>	<b>86.90</b>	<b>87.90</b>	<b>89.00</b>			
<b>Total</b>	<b>292.00</b>	<b>292.40</b>	<b>292.50</b>			



# APPENDIX

## GLOSSARY OF TERMS

**ADA:** Acronym that stands for Americans with Disabilities Act. A measure passed by the federal government that became effective January, 1994, that requires, among other things, the City to make all programs and facilities accessible to any handicapped person who asks for it.

**ADOT:** Acronym that stands for Arizona Department of Transportation.

**Appropriation:** An authorization made by the City Council that permits the City to incur obligations and to make expenditures of resources.

**Appropriation Ordinance:** The official document adopted by the City Council establishing the legal authority to obligate and expend resources.

**Assessed Valuation:** A value that is established for real and personal property for use as a basis for levying property taxes. NOTE: the County establishes Property values. The City of Bullhead City does not assess property tax at this time.

**Audit:** Prepared by an independent certified public accountant (CPA), the primary objective of an audit is to express an opinion of whether the City's financial statements present fairly the City's financial position and results of operations in conformity with generally accepted accounting principles. In conjunction with their performance of an audit, it is customary for an independent auditor to issue a management letter stating the adequacy of the City's internal controls as well as recommending improvements to the City's financial management practices.

**Basis of Accounting:** A term used to refer to when revenues and obligations are recognized in the accounts and reported in the financial statements.

**Bond:** A written promise to pay a sum of money on a specific date at a specified interest rate. The interest payments and the repayment of the principal are detailed in a bond ordinance. The most common types of bonds are general obligation, revenue bonds, and special improvement district bonds. These are most frequently used for construction of large capital projects such as buildings, streets and sewers.

**Budget:** A financial plan for a specified period of time that matches planned revenues and expenditures to municipal services. Bullhead City prepares a financial plan each fiscal year.

**Budget Amendment:** A procedure to revise a budget appropriation either by City Council approval through the adoption of a supplemental appropriation ordinance for any interdepartmental or 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 TERMS

**Budget Calendar:** The schedule of key dates or milestones that the City follows during the preparation, adoption, and administration of the budget.

**Budget Carryforward:** The departments are responsible for requesting and verifying carry-forward. Carry-forwards are most frequently used during construction of large capital projects such as buildings, streets, and sewers.

**Budget Document:** This document is used to present a comprehensive financial program to the citizens of Bullhead City, the City Council, and other interested parties.

**Budget Message:** The opening section of the budget which provides the City Council and the public with a general summary of the most important aspects of the budget, changes from the current and previous fiscal years, and recommendations regarding the financial policy for the coming period.

**Budget Policies:** General and specific guidelines that govern financial plan preparation and administration.

**Budgetary Control:** The control or management of a governmental unit or enterprise in accordance with an approved budget for the purpose of keeping expenditures within the limitations of authorized appropriations and available revenues.

**Budgeted Funds:** Funds that are planned for certain uses but have not been formally or legally appropriated by the legislative body.

**CDBG:** Acronym that stands for Community Development Block Grant. A source of grant funding for a variety of projects, i.e. Safehouse construction, Family Self-Sufficiency Counselor funding, and modifications to municipal facilities to comply with the Americans with Disabilities Act.

**CIP:** Acronym that stands for Capital Improvements Program.

**CJEF:** Acronym that stands for Criminal Justice Enhancement Fund. The State of Arizona Department of Public Safety administers this fund. This fund provides grant money to local law enforcement authorities to be used to enhance projects designed to prevent or control crimes.

**Capital Improvements Plan (CIP):** A plan to provide for the maintenance or replacement of existing public facilities and assets and for the construction or acquisition of new ones.

**Capital Improvements Plan Budget:** A Capital Improvement Plan (CIP) Budget is a budget separate from the operating budget. Items in the CIP are usually construction or renovation projects designed to improve the value of the government assets. Examples of capital improvement projects include new roads, sewer lines, buildings, recreational facilities, and large scale remodeling.

**Capital Outlay:** Expenditure that results in the acquisition of or addition to fixed assets.



# APPENDIX

## GLOSSARY OF TERMS

**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 TERMS

**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.



# APPENDIX

## GLOSSARY OF TERMS

**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.



# APPENDIX

## GLOSSARY OF TERMS

**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.



# APPENDIX

## GLOSSARY OF TERMS

**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.





# APPENDIX

## GLOSSARY OF TERMS

**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.