

AGENDA

AGENDA OF THE SPECIAL SESSIONS OF THE MAYOR AND COUNCIL OF THE CITY OF BISBEE, COUNTY OF COCHISE, STATE OF ARIZONA, THAT WILL BE HELD FROM MONDAY, MAY 9, 2016 – THURSDAY, MAY 12, 2016 STARTING AT 5:30 PM EACH NIGHT, IN THE BISBEE MUNICIPAL BUILDING, 118 ARIZONA STREET, BISBEE, ARIZONA.

THE MEETING WAS CALLED TO ORDER BY _____ AT _____ PM.

ROLL CALL

COUNCIL

Councilmember Eugene Conners, Ward I
Councilmember Joan Hansen, Ward II
Councilmember Shirley Doughty, Ward III
Mayor Ronald Oertle
Councilmember Anne Cline, Ward III, Mayor Pro Tempore
Councilmember Doug Dunn, Ward II
Councilmember Serena Sullivan, Ward I

STAFF

Jestin Johnson, City Manager
Ashlee Coronado, City Clerk
Sharon Buono, Finance Director
Albert Echave, Police Chief
Marc Burneleit, Fire Chief
Andy Haratyk, Public Works Director

CITY ATTORNEY

Britt Hanson

CALL TO THE PUBLIC

“During the proper time on the agenda, taxpayers or residents of the city, or their authorized representatives, may address the council on any matter concerning the City’s business or any matter over which the council has control (oral presentations shall not be repetitious and shall be confined to 3 minutes maximum duration.)” Ordinance O-91-29.

THE FOLLOWING ITEMS WILL BE DISCUSSED AND/OR CONSIDERED AT THIS MEETING:

1. Presentation and Discussion of the Proposed Tentative Budget for Fiscal Year 2016-2017 and Possible Directions to Staff for Changes to be made prior to Formal Approval.
Jestin Johnson, City Manager
Sharon Buono, Finance Director
2. Discussion and Possible Appointment by Mayor and Council of an Interim City Manager.
Per ARS § 38-431.03(a)(1), the City Council may vote to go into executive session for discussion or consideration of employment, assignment, appointment, promotion, demotion, dismissal, salaries, disciplining or resignation of a public officer, appointee or employee of any public body.

Adjournment

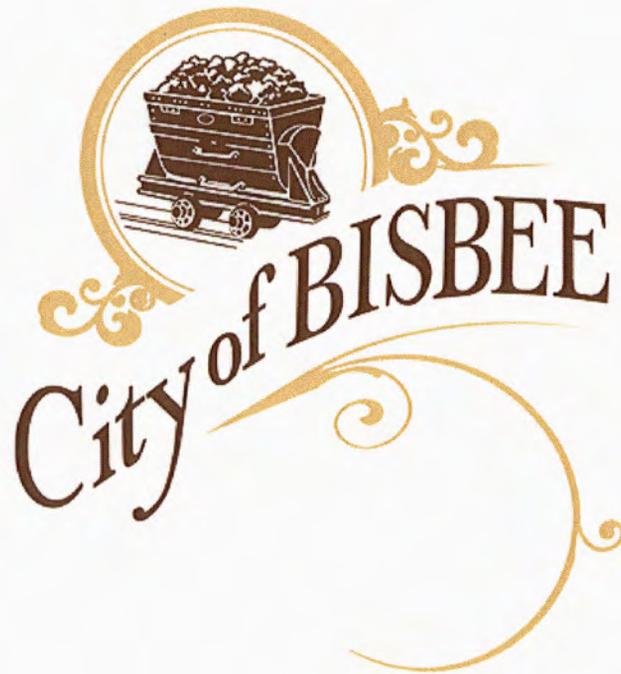
Anyone needing special accommodation to attend this meeting should contact Ashlee Coronado at (520) 432-6012 at least twenty-four hours before the meeting.

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Public documents referred to herein may be viewed during regular business hours at the City Clerk’s Office at 118 Arizona St., Bisbee.

Pursuant to A.R.S. § 38-431.03(A)(3), the Council may vote to enter executive session at any point during this meeting for discussion or consultation for legal advice with its attorney(s), who may appear telephonically.

Proposed Budget Fiscal Year 2017



July 1, 2016 – June 30, 2017
May 3, 2016

IT'S BUDGET TIME!

Published annually by the League of Arizona Cities & Towns

April 7, 2016

Introduction

In this publication, we have summarized the major changes in state law that affects city/town budgets. We suggest review of this special report by all persons directly involved in the budget process. The report is being sent to city/town managers or clerks, finance directors and attorneys and is also available at our website, www.azleague.org under Resources and Research.

2016 Population Figures for Shared Revenues

Pursuant to one of the League's Resolutions, HB2483 has been introduced in the legislature and, as of this publication, appears to be on its way to enactment. The bill makes the following changes to statutes regarding population figures used for state shared revenue purposes:

- A city or town may use either the most recent population estimates from the U.S. Census Bureau or the results of a special mid-decade census (if they have conducted one) as the basis for distribution of state shared revenues for FY 2016-17.
- A city or town may only use the results of the special census for one year, and beginning on July 1 in the second year after the special census, requires the city or town to use the most recent population estimates from the U.S. Census Bureau as the basis for distribution of state shared revenues.
- The most recent population estimates of the U.S. Census Bureau must be used annually for distribution of state shared tax revenues to all cities and towns beginning on July 1 in the second year following the decennial census through June 30 of the year following the next decennial census.

Expenditure Limitations

All cities and towns in Arizona are subject to some form of expenditure limitation. However, as of March 2016, 79 cities and towns have adopted alternative expenditure limitations (home rule option or permanent base adjustment).

If you are considering proposing a home rule option for FY2017-2018 to your voters at the primary election in August or the General Election in November 2016..., you should begin your preparation this month. We have produced a 2016 Guide for an Alternative Expenditure Limitation that contains election calendars, sample reporting forms and summaries of the requirements for adopting an alternative expenditure limit. Information on alternative expenditure limits and other options to the state imposed limit is also contained in the League's *Municipal Budget and Finance Manual*.

Home rule option elections must take place at the same time as your mayor/council election. Please contact us if you have any questions about this process

Truth in Taxation

The law requires the county assessor, on or before February 10 of each year, to transmit to each city and town an estimate of the total net assessed valuation of the city or town, including new property added to the tax roll. On or before February 15 of the tax year, cities and towns must make the property values provided by the county assessor available for public inspection. If the proposed **primary tax levy amount**, excluding amounts attributable to new construction, is **greater** than the **levy amount in the previous year**, the city/town must go through the "truth in taxation" procedures. **It is very important to note that it is the levy amount and not the rate that triggers the truth in taxation procedures.**

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If the proposed levy requires "truth in taxation," the city or town must publish a notice and press release concerning the increase and hold a public hearing. The following apply to these requirements:

1. The notice has to be published twice in a newspaper of general circulation in the city or town. The first publication shall be at least fourteen but not more than twenty days before the date of the hearing for the proposed levy. The second publication must be at least seven but not more than ten days before the hearing. The hearing must be held at least fourteen days before the adoption of the levy. The hearings for truth in taxation, the adoption of the levy and the adoption of the budget may be combined into one hearing. The truth in taxation hearing must be held before the adoption of the final proposed budget.
2. The notice has to be published in a location other than the classified or legal advertising section of the newspaper.
3. The notice must be at least one-fourth page in size and shall be surrounded by a solid black border at least one-eighth inch in width.
4. The headline of the notice must read "Truth in Taxation Hearing - Notification of Tax Increase" in at least eighteen point type and the text must be in substantially the same form as the statute. (A sample notice can be found in **Exhibit H** of the Municipal Budget and Finance Manual.)
5. The city or town is also required to issue a press release with the same information that is included in the required notice.

Important Budget Note: If your city or town is subject to Truth in Taxation this year, you must adopt your tentative budget before the statutory deadline of July 15 in order to meet deadline requirements for the publication of Truth in Taxation notices (see budget calendar at the end of this report).

If your city or town is subject to Truth in Taxation this year, you must adopt your tentative budget before the statutory deadline of July 15 in order to meet deadline requirements for the publication of Truth in Taxation notices (see budget calendar at the end of this report). **roll call vote** be taken on the matter of adoption of the primary property tax levy if an increase is proposed. Following the public hearing, **the city or town must, within three days of the hearing, mail a copy of the truth in taxation notice, a statement of its publication or mailing and the result of the council's vote to the Property Tax Oversight Commission:**

Property Tax Oversight Commission
Arizona Department of Revenue
1600 West Monroe
Phoenix, Arizona 85007
Attn: Office of Economic Research and Analysis

Both the hearing and the notice can be combined with the regular budget notices. **To reiterate, even if a city/town primary property tax rate remains the same but your levy increases by more than what is attributable to new construction, perhaps because of an increase in assessed valuation, that city or town must follow "truth in taxation" notification procedures.**

Property Taxes FY 2016-2017

The Property Tax Oversight Commission (PTOC) will be reviewing the primary property tax levy of each city and town. Notice of any violation of the levy limit will be sent by September 15. You will then have until October 1 to request a hearing before the PTOC. Disputes may be appealed to the Superior Court.

You should have received a final levy limit worksheet on or before February 10 showing the city or town levy limit from your county assessor. A copy of the worksheet is sent to each city and town levying a tax as well as the Commission. **The city or town must have notified the Commission, in writing, within ten days as to whether you agree or disagree with the levy limit listed on the worksheet. If you failed to notify the Commission, they will presume that you have agreed with the limit.**

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In addition to this requirement, in early July, the PTOC will request the amount of total actual property tax collections from the prior year and collections from property which was added to the rolls as escaped property in the prior year. This information is necessary for the PTOC to properly review the levy limit calculations.

If you find that your collections exceed your allowable levy for last year, there is an Attorney General's opinion (86-031), which has been interpreted to mean that a city or town can offset the amount of involuntary tort judgments which they have paid during a tax year against any excess property tax collections. In other words, such judgments can reduce the amount you may have to subtract from your allowable levy due to excess tax collections. To take advantage of this option, you must submit to the PTOC by the first Monday in July a copy of the court order or settlement agreement of the involuntary tort judgment and the minutes of the council meeting at which payment was approved.

Prohibited Fee – A recent change to state statute prohibits municipalities from providing for any public service by levying or assessing a municipality-wide tax or fee against property owners based on the size or value of the real property or improvements unless it was adopted in compliance with the statutes governing property taxes. (Municipalities that adopted an ordinance before December 31, 2013 requiring property owners to obtain fire prevention and control services are grand-fathered.)

Government Property Lease Excise Tax

The Government Property Lease Excise Tax (GPLET) applies to buildings which are owned by a city, town or county, but leased by a private party and occupied and used for commercial or industrial purposes. This tax is the successor to the tax on possessory interests which was repealed in 1995. Counties must administer and collect the excise tax, and distribute the revenues to the county, city, school district(s) and community college district, according to a percentage distribution formula.

The 2010 legislative session saw several changes made to new GPLET Leases. Any current GPLET leases, or leases entered into within 10 years pursuant to a development agreement, ordinance or resolution approved by the governing body prior to June 1, 2010, are grandfathered in and will not be affected by the changes. For all other leases, changes include: establishing a lease term limit of 25 years while preserving the government lessors' ability to abate the GPLET tax for up to 8 years for properties located in a central business district; modifications to the definition of a central business district; new transparency requirements for government lessors in conjunction with the Department of Revenue (DOR); a transferring of the responsibility for the collection and distribution of GPLET taxes from the government lessors to the county treasurer; a scheduled audit of GPLET by the Auditor General in 2015 and a review of rates by JLBC in 2016. There is an in-depth explanation of the GPLET tax in the Municipal Budget and Finance Manual.

Development Impact Fees

ARS§9-463.05 is the statute governing municipal development fees, infrastructure improvement plans and fee studies. The statute prescribes that a municipality may assess development fees to offset costs associated with providing certain necessary public services to new development. These development fees must be: proportionate to the burden imposed on the municipality; based on items contained in a community's Infrastructure Improvements Plan (IIP); and calculated using a fee study conducted by a qualified professional.

The comprehensive 2011 law places limits on the items defined as "necessary public services" for which impact fees can be assessed. Certain categories of impact fees were prohibited as of January 1, 2012. The law requires municipalities to have new IIPs and new fee studies adopted in order to impose impact fees. The League model ordinance (available on our website) can be used as a guideline for compliance with the provisions of this law. Further detailed information regarding development impact fees is in the Municipal Budget and Finance Manual.

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HURF

As a reminder, according to A.R.S. §9-481, an audit report must include "determination" that HURF and any other dedicated state transportation revenues are being used solely for their authorized transportation purposes. We recommend that it be a written affirmation provided in your audit.

State law specifically prohibits the use of HURF monies for law enforcement or the administration of traffic safety programs but these may not be the only prohibited items. (The League has a General Counsel Opinion related to this topic.) It also gives the Auditor General authority upon request of the Joint Legislative Audit Committee to conduct performance audits on cities and towns receiving HURF monies and it establishes penalties for those jurisdictions that violate the HURF requirements. If you have any questions about your particular city or town HURF distribution, you may contact Brad Steen with the Fiscal Planning Division of the Arizona Department of Transportation at (602) 712-4637.

Financial Reports and Website Requirements

City, Town Website

As of January 1, 2013, cities and towns with a population over 2,500 are required to establish and maintain an official Internet website that is accessible to the public at no cost. Each local government website must have available comprehensive reports detailing all revenues and expenditures over \$5,000. Previously, only reports on expenditures were required. The League continues to work with the Department of Administration on compliance with this requirement, through their website, openbooks.az.gov.

State law allows municipalities to satisfy this requirement by posting a Comprehensive Annual Financial Report (CAFR) that has received a certificate of achievement for excellence in financial reporting by the Governmental Finance Officers Association (GFOA) to their website. The CAFR must be produced by a certified public accountant or a licensed public accountant who is not an employee of the local government. The report must be in accordance with generally accepted auditing standards and contain financial statements that are in conformity with generally accepted accounting principles. Therefore, municipalities must determine whether to pursue GFOA certification for their CAFR to comply with the statute or post the CAFR and provide the required expenditure and revenue information.

Publication of Local Budgets/Audited Financial Statements

Additionally, municipalities must prominently post on their websites both the adopted tentative budgets and the adopted final budgets for the last five years. These documents must be posted within seven business days of their final adoption. In 2015, a law was passed requiring that audited financial statements must be posted no later than seven business days after the date of filing the financial statements with the Auditor General and must also remain on the website for at least five years. The League also recommends posting the AELR report.

If the financial statements are not filed by March 30 of each year, the city shall post a form prescribed by the Auditor General stating the financial statements are pending, the reasons for the delay, and estimated date of completion. This form must also be filed with the Auditor General, Speaker of the House, and President of the Senate.

New or Increased Tax or Fee Posting Requirement

A municipality that chooses to levy or assess any new or increased taxes or fees must provide written notice of the change at least 60 days before the date the proposed tax or fee is approved or disapproved on the municipality's homepage of its website. This requirement does not apply to development impact fees but it does apply to an increase in the property tax rate.

Sales Tax Report

Cities and towns that do not contract with the Arizona Department of Revenue (DOR) for their tax collection must now submit a report to DOR by September 1 each year that includes the total amount of transaction privilege tax (TPT) and excise tax monies collected by the city or town from the prior year. Note: As a result of state legislation (HB2111 in the 2013 session), all cities and towns will contract with DOR for TPT collection upon completion of their computer programming and reporting systems.

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Residential Rental Tax

Municipalities are prohibited from imposing or increasing transaction privilege taxes on the rental of residential property unless the increase is approved by the voters at a regular municipal election.

Communication Relating to Elected Officials

All expenditures for communications that promote an individual elected public official that include the official's name or physical likeness must now be reported to the Arizona Department of Administration (ADOA). Communications required by statute, ordinance or rule, and activities conducted in the normal course of the local government's operations are exempt from this reporting requirement.

Informational Pamphlet Required for Bond Elections

Current law requires that an informational pamphlet be issued in connection with bond elections. The pamphlet must provide examples of how the bond will impact the taxes for a \$250,000 home, a \$1 million commercial property and on agricultural property valued at \$100,000.

Municipal Water Charges

A municipality may not seek recovery of water and wastewater charges from anyone other than an individual who has contracted for the service and resides or has resided at the service address when the residential property contains four or fewer units. A property owner, an immediate family member of the person who does not reside at the property or any other entity, at its sole discretion, may contract for water and wastewater service with a municipality and shall provide payment for such services.

Municipal Improvement Districts Reserve Fund

Cities and towns may create reserve funds to be used for municipal improvement district financing using the proceeds of special assessment lien bonds. For questions relating to this fund, please contact your financial advisor.

The Uniform Expenditure Reporting System (UERS)

The UERS report must be filed by all cities and towns no later than nine months after the end of the fiscal year. This requirement applies even if you have adopted an alternative to the state imposed expenditure limitation. The UERS report actually consists of three reports: (1) an annual expenditure limitation report; (2) a financial statement (performed when audits are done) and (3) a reconciliation report (reconciling total expenditures reported in the expenditure limitation report to total expenditures reported in the financial statement). Figures used in these reports are to be audited figures. **Since the deadline to file was lengthened to nine months, the Auditor General's Office is no longer authorized to grant extensions.** The League is recommending the posting of the UERS report along with the Audited Financial statements. Also, the statutes require that each city and town provide the Auditor General with the name of the chief fiscal officer of the community by July 31 of each year. The chief fiscal officer is responsible for filing the UERS report.

Expenditure Limit and UERS Dates

DATE	EVENT
February 1	Economic Estimates Commission (EEC) notifies cities and towns of their estimated expenditure limitation.
April 1	EEC determines the actual expenditure limitation for the coming fiscal year and notifies the city or town.
July 31	Provide name of chief fiscal officer to the Attorney General
October 31	Reports required by UERS must be submitted to the Auditor General.

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WIFA

The Water Infrastructure Finance Authority (WIFA) is charged with helping communities develop necessary water and wastewater infrastructure. For information on programs offered by WIFA please contact Melanie Ford at mford@azwifa.gov or (602) 364-1321.

Budget Forms

The Auditor General's office has budget forms have forms posted on their website for FY '17. For budget form questions, please contact Megan Smith at (602)553-0333 or asd@azauditor.gov. **(The Auditor General's Office has informed us that it is not necessary for you to send in a copy of your budgets to their office.)**

Note: Prompt attention should be given to the accurate completion of the forms due to state law that requires the forms to be posted on a municipality's website. State law requires additional information on employee compensation and benefits to be reported. In order to facilitate this, the Auditor General has included Schedule G for this information. Because a city or town is already required to post these documents to their website, you will also be fulfilling the posting requirements.

Public Deposits and Pooled Collateral

The legislature has established the Statewide Collateral Pool Administrator in the Office of the State Treasurer. The Administrator has the responsibility to prescribe and enforce policies that fix the terms and conditions under which uninsured public deposits must be secured by collateral. Uninsured public deposits required to be secured by collateral must be deposited in an eligible depository; however, the City of Phoenix, with a written notice to the Administrator, is exempt because it is a chartered city with a population of over a million people.

An eligible depository is prohibited from accepting any public deposit without the required collateral being deposited with a qualified escrow agent or the Administrator. The required collateral must be 102 percent of public deposits, less any applicable deposit insurance, and must be valued at current market value.

The legislation also established procedures for payment of losses and civil penalties for noncompliance. The Administrator is required to annually assess a fee on every eligible depository. The list of acceptable collateral that an eligible depository of uninsured public monies is required to deliver is expanded to include letters of credit issued by a federal home loan bank that have been delivered to the Administrator and meet other specified requirements. If you have any questions about this program, you may contact the Arizona State Treasurer's Office at (602) 542-7800.

Social Security Rates

Contributions to Social Security are divided into two segments - old age and survivor benefits, and Medicare. The current contribution rate for the first segment is 6.2% for employees and 6.2% for employers, on the first \$118,500 of salary. The contribution rate for the second segment is 1.45% and there is no maximum salary threshold. These rates are current through calendar year 2016.

ASRS Contribution Rate

For those of you in the state retirement system, the contribution rate for FY17 is a 50/50 split: Employees must contribute 11.34% for retirement and 0.14% for long-term disability; and employers contribute 11.34% and 0.14%, respectively.

Additionally, state law requires ASRS to administer an Alternate Contribution Rate (ACR) to ASRS participating employers that employ ASRS retirees who return to work. The law requires that an ACR be charged to and paid for by the employer, which applies to all ASRS retirees who return to work for an ASRS employer regardless of early or normal retirement status, and regardless of the number of hours worked in a pay period. For Fiscal Year 2016-17 beginning July 1, 2016, the ACR will be 9.47%.

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PSPRS Contribution Rate

Changes were made to PSPRS rates in the 2011 session that increase contribution rates for employees. The rate schedule in FY'17 will be 11.65% or a split of 1/3 for employees and 2/3 for employers, whichever is lower. To find your employer rate for FY'17, please call PSPRS at (602) 255-5575. Note: SB1428 from the 2016 legislative session creates a new Tier 3 for PSPRS employees hired after July 1, 2017. The contribution rate for all future employees will be shared on a 50/50 basis.

If a retired PSPRS member returns to work in a PSPRS covered position, the employer is required to pay an alternate contribution rate (ACR). The ACR will be determined annually by the actuary and will cover the unfunded liability portion of the total contribution, except that the ACR will have an 8% minimum contribution.

Consumer Price Index

In preparing your budget it may be useful to compare previously budgeted items with the ones anticipated for the upcoming fiscal year. To aid you in doing this, listed below is the Consumer Price Index (CPI) for the United States West area. The index is published by the United States Department of Labor, Bureau of Labor Statistics.

Using the index will allow you to compare budget items from previous years by adjusting for inflation. To convert any amount from a prior year to FY 13-14 dollars simply multiply the amount by the FY 14 factor for that year. For example, to convert a \$10 purchase made in FY 04-05 into FY 13-14 dollars you would multiply \$10 by the FY 14 factor for FY 04-05, which is 1.22, giving you a cost of \$12.20.

West Urban Areas Consumer Price Index (1982-84 = 100)

<u>Fiscal Year</u>	<u>Index for all Items</u>	<u>FY14 Factor</u>
FY 05-06	198.9	1.21
FY 06-07	205.7	1.17
FY 07-08	212.2	1.13
FY 08-09	219.6	1.10
FY 09-10	218.8	1.10
FY 10-11	221.2	1.09
FY 11-12	227.5	1.06
FY 12-13	232.4	1.03
FY 13-14	235.8	1.02
FY 14-15	240.2	1.00

I hope the information in this report will be of use to you in the preparation of your budget. If you have questions or need additional assistance, please contact me.

Tom Belshe, Deputy Director
(602) 258-5786
tbelshe@azleague.org

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2016-2017 Budget Calendar

ACTION	Deadline for FY 2016-2017	Earliest Date FY 2016-2017
1. Compile pertinent budget information.	None	None
2. Distribute budget instructions, information and work sheets to department heads. (A general meeting with department heads could be held at this time if desired.)	None	None
3. Complete compilation of the forthcoming fiscal year's revenue estimates including debt service requirements, etc.	None	None
4. Submit departmental budget estimates to appropriate reviewing official or office. Review of departmental budgets and revenue estimates by appropriate reviewing official or office. (An individual hearing with each department head may be held in conjunction with the review step.)	None	None
5. Make approved changes and prepare summary of tentative budget.	None	None
6. Begin preparation of proposed budget.	None	None
7. Receive from the county assessor certified property values necessary to calculate the property tax levy limit and the final levy limit worksheet. (A.R.S. 42-17052)	On or before February 10 of the tax year.	None
8. Notify the Property Tax Oversight Commission as to agreement or disagreement with the property tax levy limit. (A.R.S. 42-17054)	Within 10 days of receiving information in no. 7 (above).	None
9. Make the property values provided by the county assessor available for public inspection. (A.R.S. 42-17055)	On or before February 15 of the tax year.	None
10. Deliver proposed budget to city council for review.	None	None
11. Post notice on the city/town website that council will consider an increase in the property tax rate on the date of the budget hearing. (A.R.S. 9-499.15)	May 19 or 60 days before budget hearing.	None
12. Submit information on involuntary tort judgments and appropriate documentation to the Property Tax Oversight Commission for consideration. (A.A.C. 15-12-202)	July 1	None
13. Adopt tentative budget. (A.R.S. 42-17101)***	July 18	None
14. Publish a summary of the tentative budget once a week for two consecutive weeks. Also include time and place of budget hearing and a statement indicating that the proposed budget may be examined at city/town library and city/town hall. (A.R.S. 42-17103)	Depends upon newspaper publishing date.	None
15. Publish first "Truth in Taxation" notice in a paper of general circulation in the city or town and issue a press release with the same information as the published notice.* (A.R.S. 42-17107)	July 18	None
16. Publish second "Truth in Taxation" notice in a paper of general circulation in the city or town.** (A.R.S. 42-17107)	July 25	None
17. Post entire tentative budget (Schedules A-G) on website and keep it posted for at least 60 months. (A.R.S. 42-17105)	July 27	None

* Only necessary if the proposed property tax levy, excluding amounts attributable to new construction, is greater than the amount levied by a city or town in the previous year. In lieu of publishing the notice, a city or town may mail the notice to all registered voters at least 10 days but not more than 20 days before the hearing.

** This must occur on or before the day on which the board of supervisors levies the county tax. Check with your county board of supervisors as to their deadline for receiving your levy. Dates may change to confirm to their schedule.

*** Entire tentative and final budgets (Auditor General Forms) must be posted on website within 7 business days of adoption and remain on the website for 60 months.

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2016-2017 Budget Calendar

ACTION	Deadline for FY 2016-2017	Earliest Date FY 2016-2017
18. Hold public hearing on budget and property tax levy (can be combined with truth in taxation hearing).	August 1	None
19. Convene special meeting to adopt final budget. (A.R.S. 42-17105)***	August 1	None
20. Mail a copy of the truth in taxation notice, a statement of its publication or mailing and the result of the council's vote to the Property Tax Oversight Commission. (A.R.S. 41-17151) Property Tax Oversight Commission 1600 W. Monroe Phoenix, AZ 85007	August 4	None
21. Adopt property tax levy. (A.R.S. 42-17151)	August 15	None
22. Post entire final budget (Schedules A-G) on website and keep it posted for at least 60 months. (A.R.S. 42-17105)	***	
23. Forward certified copy of tax levy ordinance to county. (The tax levy must be adopted by the board of supervisors on or before the third Monday in August - A.R.S. 42-17151 A.)	**	None

* Only necessary if the proposed property tax levy, excluding amounts attributable to new construction, is greater than the amount levied by a city or town in the previous year. In lieu of publishing the notice, a city or town may mail the notice to all registered voters at least 10 days but not more than 20 days before the hearing.

** This must occur on or before the day on which the board of supervisors levies the county tax. Check with your county board of supervisors as to their deadline for receiving your levy. Dates may change to confirm to their schedule.

*** Entire tentative and final budgets (Auditor General Forms) must be posted on website within 7 business days of adoption and remain on the website for 60 months.



Shared Revenues - Budget Estimates

A preliminary estimate of shared revenues for each city and town for FY 2016-2017 is set forth in this report. We obtained the total dollar figures subject to distribution from the Arizona Department of Transportation (ADOT) and the Arizona Department of Revenue (DOR). The distribution figures in this Preliminary Estimate were produced by the State Demographer's office using our worksheets and rounded population estimates from the U.S. Census Bureau. We will not have access to the specific population figures until May, at which time we will produce a revised Final Report for this fiscal year. Finally, please recognize that most of the distribution figures are also preliminary estimates, and at this time the State budget is not finished, so the total distribution amounts may be subject to change.

Population Figures for Shared Revenue Estimates

As directed by statute, the population figures used in distribution of state shared revenue for Fiscal Year 2016/2017 are likely to be based on new legislation currently moving through the State legislature. Pursuant to one of the League's Resolutions, HB2483 was introduced in the Legislature and appears to be on its way to adoption. The bill makes the following changes to statutes about population figures used for shared revenue purposes:

- A city or town may use either the most recent population estimates from the U.S. Census Bureau or the results of a special census (if they have conducted one) as the basis for distribution of state shared revenues.
- A city or town may only use the results of the special census for one year, and beginning on July 1 in the second year after the special census, requires the city or town to use the most recent population estimates from the U.S. Census Bureau as the basis for distribution of state shared revenues.
- The most recent population estimates of the U.S. Census Bureau will be used annually for distribution of state shared tax revenues to cities and towns beginning on July 1 in the second year following the next decennial census through June 30 of the following year.

As a reference point, these are the 2010 decennial census figures used through FY2015/2016. We will update these figures when we receive the current Census estimates in May.

2016 Designated Population for TPT/HURF/VLT:	5,024,437
2016 Designated Population for URSL	5,030,191

Shared Revenue Estimates

The tables found within this report list the distribution of revenue from the Vehicle License Tax (VLT), Highway User Revenue Fund (HURF), State Transaction Privilege Tax (TPT) and State Income taxes, also known as Urban Revenue Sharing (URS).

Vehicle License Tax (VLT) – The total Vehicle License Tax distribution for FY2017 is approximately 7.1% higher than last year's estimate of \$210,300,000.

Highway User Revenue Fund (HURF) – The FY2017 HURF estimate provided by the Arizona Department of Transportation is approximately 5.0% higher than last year's figure of \$341,221,100. (Note: This highway user revenue estimate does not include the 3% monies reserved for cities with populations over 300,000.)

State Sales Tax (TPT) – The estimate for state shared sales tax is approximately 6.25% higher than the estimated amount contained in this report from last year. (Note: This fund may be subject to revision later in the year - we will send out revised estimates if we get any additional information.)

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State Income Tax (URS) – The estimate for state income tax is approximately 9.6% percent higher than last year's estimate of \$605,634,332. (Note: This is the only one of the shared revenue categories that can be accurately forecast since it is based on collections from two years ago.)

The estimated shared revenues for distribution to cities and towns in the upcoming fiscal year, based on current state law, from each of the sources are as follows:

Vehicle License Tax	\$225,200,000
Highway User Revenue	\$358,299,100
State Sales Tax	\$510,000,000
State Income Tax	\$663,582,168

If there are any significant changes to any of these numbers, we will get revised estimates to you as soon as possible. If you have any questions, please give us a call.

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CITY/TOWN	VLT	HURF	SALES TAX	INCOME TAX	TOTAL
APACHE JUNCTION	\$1,938,755	\$2,657,602	\$3,587,975	\$4,663,589	\$12,847,920
AVONDALE	\$3,137,106	\$4,878,820	\$7,599,726	\$9,877,995	\$25,493,648
BENSON	\$247,748	\$361,529	\$460,504	\$598,555	\$1,668,336
BISBEE	\$263,960	\$385,188	\$490,639	\$637,724	\$1,777,511
BUCKEYE	\$2,433,493	\$3,784,562	\$5,895,203	\$7,662,484	\$19,775,741
BULLHEAD CITY	\$2,189,339	\$3,497,112	\$3,710,399	\$4,822,714	\$14,219,564
CAMP VERDE	\$667,992	\$860,539	\$1,054,733	\$1,370,924	\$3,954,188
CAREFREE	\$140,334	\$218,247	\$339,963	\$441,878	\$1,140,422
CASA GRANDE	\$2,620,627	\$3,592,296	\$4,849,887	\$6,303,801	\$17,366,611
CAVE CREEK	\$207,585	\$322,836	\$502,881	\$653,637	\$1,686,940
CHANDLER	\$10,146,032	\$15,779,084	\$24,579,039	\$31,947,419	\$82,451,574
CHINO VALLEY	\$662,028	\$852,855	\$1,045,315	\$1,358,683	\$3,918,882
CLARKDALE	\$252,883	\$325,775	\$399,292	\$518,993	\$1,496,942
CLIFTON	\$327,583	\$386,171	\$347,497	\$451,670	\$1,512,921
COLORADO CITY	\$268,389	\$428,707	\$454,853	\$591,211	\$1,743,160
COOLIDGE	\$625,897	\$857,966	\$1,158,323	\$1,505,568	\$4,147,754
COTTONWOOD	\$703,777	\$906,639	\$1,111,236	\$1,444,366	\$4,166,019
DEWEY-HUMBOLDT	\$237,972	\$306,567	\$375,749	\$488,392	\$1,408,679
DOUGLAS	\$841,025	\$1,227,277	\$1,563,265	\$2,031,905	\$5,663,471
DUNCAN	\$71,021	\$83,723	\$75,338	\$183,606	\$413,687
EAGAR	\$299,203	\$974,120	\$458,620	\$596,107	\$2,328,051
EL MIRAGE	\$1,317,818	\$2,049,467	\$3,192,450	\$4,149,492	\$10,709,227
ELOY	\$870,150	\$1,192,782	\$1,610,351	\$2,093,107	\$5,766,389
FLAGSTAFF	\$3,124,247	\$7,458,768	\$6,620,331	\$8,604,994	\$25,808,341
FLORENCE	\$1,582,553	\$2,169,328	\$2,928,767	\$3,806,761	\$10,487,410
FOUNTAIN HILLS	\$929,081	\$1,444,905	\$2,250,724	\$2,925,453	\$7,550,163
FREDONIA	\$58,663	\$140,051	\$124,308	\$183,606	\$506,627
GILA BEND	\$78,914	\$122,726	\$191,170	\$248,480	\$641,290
GILBERT	\$9,640,674	\$14,993,152	\$23,354,796	\$30,356,168	\$78,344,791
GLENDALE	\$9,329,684	\$14,509,502	\$22,601,416	\$29,376,937	\$75,817,539
GLOBE	\$474,250	\$739,033	\$696,877	\$905,789	\$2,815,949
GOODYEAR	\$3,071,021	\$4,776,045	\$7,439,633	\$9,669,908	\$24,956,607
GUADALUPE	\$240,239	\$373,620	\$581,986	\$756,456	\$1,952,302
HAYDEN	\$41,657	\$64,915	\$61,212	\$183,606	\$351,390
HOLBROOK	\$291,100	\$654,374	\$472,746	\$614,468	\$2,032,687
HUACHUCA CITY	\$89,169	\$130,121	\$165,744	\$215,431	\$600,464
JEROME	\$27,435	\$35,344	\$43,319	\$183,606	\$289,704
KEARNY	\$103,807	\$142,297	\$192,112	\$249,704	\$687,920
KINGMAN	\$1,605,886	\$2,565,141	\$2,721,587	\$3,537,473	\$10,430,086
LAKE HAVASU CITY	\$2,978,390	\$4,757,493	\$5,047,649	\$6,560,849	\$19,344,382
LITCHFIELD PARK	\$214,971	\$334,323	\$520,774	\$676,894	\$1,746,962
MAMMOTH	\$75,820	\$103,932	\$140,317	\$183,606	\$503,676
MARANA	\$1,769,285	\$2,971,308	\$3,889,327	\$5,055,281	\$13,685,201
MARICOPA	\$2,473,058	\$3,390,012	\$4,576,787	\$5,948,830	\$16,388,686
MESA	\$18,348,379	\$28,535,354	\$44,449,451	\$57,774,643	\$149,107,827
MIAMI	\$114,076	\$177,767	\$167,627	\$217,879	\$677,350

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CITY/TOWN	VLT	HURF	SALES TAX	INCOME TAX	TOTALz
NOGALES	\$1,618,060	\$2,100,821	\$1,911,703	\$2,484,799	\$8,115,384
ORO VALLEY	\$1,867,816	\$3,136,781	\$4,105,924	\$5,336,810	\$14,447,331
PAGE	\$332,868	\$794,682	\$705,353	\$916,805	\$2,749,708
PARADISE VALLEY	\$540,344	\$840,342	\$1,308,999	\$1,701,414	\$4,391,099
PARKER	\$280,708	\$1,117,924	\$287,226	\$373,332	\$2,059,190
PATAGONIA	\$70,940	\$92,105	\$83,814	\$183,606	\$430,464
PAYSON	\$980,545	\$1,528,000	\$1,440,840	\$1,872,780	\$5,822,165
PEORIA	\$6,647,400	\$10,338,020	\$16,103,509	\$20,931,068	\$54,019,997
PHOENIX	\$60,759,569	\$94,493,134	\$147,191,719	\$191,317,303	\$493,761,725
PIMA	\$145,260	\$190,254	\$237,315	\$308,458	\$881,287
PINETOP-LAKESIDE	\$252,248	\$567,037	\$409,651	\$532,457	\$1,761,393
PRESCOTT	\$2,499,006	\$3,219,337	\$3,945,830	\$5,128,724	\$14,792,898
PRESCOTT VALLEY	\$2,516,899	\$3,242,388	\$3,974,082	\$5,165,445	\$14,898,814
QUARTZSITE	\$334,088	\$1,330,512	\$341,846	\$444,326	\$2,450,773
QUEEN CREEK	\$1,345,029	\$2,091,787	\$3,258,371	\$4,235,175	\$10,930,362
SAFFORD	\$557,982	\$730,819	\$911,590	\$1,184,870	\$3,385,261
SAHUARITA	\$1,100,984	\$1,848,974	\$2,420,235	\$3,145,780	\$8,515,973
ST. JOHNS	\$213,804	\$696,086	\$327,721	\$425,966	\$1,663,576
SAN LUIS	\$1,191,525	\$2,380,469	\$2,966,436	\$3,855,723	\$10,394,153
SCOTTSDALE	\$9,213,063	\$14,328,134	\$22,318,898	\$29,009,725	\$74,869,820
SEDONA	\$620,278	\$799,072	\$979,395	\$1,273,001	\$3,671,746
SHOW LOW	\$632,069	\$1,420,851	\$1,026,481	\$1,334,203	\$4,413,604
SIERRA VISTA	\$2,198,823	\$3,208,664	\$4,087,089	\$5,312,329	\$14,806,906
SNOWFLAKE	\$328,792	\$739,103	\$533,958	\$694,030	\$2,295,884
SOMERTON	\$567,393	\$1,133,557	\$1,412,588	\$1,836,059	\$4,949,597
SOUTH TUCSON	\$245,044	\$411,523	\$538,667	\$700,150	\$1,895,384
SPRINGERVILLE	\$119,804	\$390,048	\$183,637	\$238,688	\$932,176
STAR VALLEY	\$146,120	\$227,702	\$214,713	\$279,081	\$867,617
SUPERIOR	\$149,605	\$205,075	\$276,867	\$359,867	\$991,414
SURPRISE	\$4,975,832	\$7,738,401	\$12,054,088	\$15,667,700	\$40,436,021
TAYLOR	\$240,650	\$540,966	\$390,816	\$507,976	\$1,680,409
TEMPE	\$6,841,769	\$10,640,302	\$16,574,371	\$21,543,087	\$55,599,529
THATCHER	\$287,638	\$376,734	\$469,921	\$610,795	\$1,745,088
TOLLESON	\$272,505	\$423,798	\$660,150	\$858,051	\$2,214,504
TOMBSTONE	\$66,370	\$96,851	\$123,366	\$183,606	\$470,193
TUCSON	\$22,790,787	\$38,274,480	\$50,099,804	\$65,118,877	\$176,283,949
TUSAYAN	\$25,332	\$60,476	\$53,678	\$183,606	\$323,092
WELLTON	\$111,209	\$222,177	\$276,867	\$359,867	\$970,121
WICKENBURG	\$264,730	\$411,707	\$641,315	\$833,571	\$2,151,323
WILLCOX	\$179,858	\$262,460	\$334,313	\$434,534	\$1,211,164
WILLIAMS	\$138,658	\$331,029	\$293,818	\$381,900	\$1,145,406
WINKELMAN	\$22,431	\$34,954	\$32,960	\$183,606	\$273,951
WINSLOW	\$556,685	\$1,251,392	\$904,057	\$1,175,077	\$3,887,211
YOUNGTOWN	\$256,955	\$399,616	\$622,481	\$809,090	\$2,088,141
YUMA	\$3,559,445	\$7,111,180	\$8,861,638	\$11,518,207	\$31,050,471
TOTALS	\$225,200,000	\$358,299,100	\$510,000,000	\$663,582,168	\$1,757,081,268

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Taxes							
10-31-10000	CITY SALES TAX	2,025,000	2,006,911	2,460,000	1,162,766	2,325,532	2,460,000
10-31-10020	BED TAX	92,000	115,910	121,000	72,859	145,718	150,000
10-31-20200	STATE SALES TAX	503,748	511,639	532,597	255,111	510,222	490,639
10-31-24000	VEHICLE LICENSE TAX	271,935	236,460	267,760	115,879	231,758	263,960
10-31-24500	PROPERTY TAX	952,069	944,791	974,847	546,640	1,093,280	997,406
	Total Revenue - Taxes	3,844,752	3,815,711	4,356,204	2,153,255	4,306,510	4,362,005
Licenses & Permits							
10-32-10400	BUILDING/SIGN PERMITS	55,000	32,769	50,000	19,852	39,704	50,000
10-32-10401	CODE VIOLATION FINES	0	843	1,000	796	1,000	1,400
10-32-10600	OCCUPATIONAL/LIQUOR LICENSES	50,000	47,758	50,000	22,131	44,262	57,000
10-32-10650	SPECIAL EVENT LICENSES	10,000	473	1,000	5,161	5,161	7,000
10-32-10700	CIVIL UNION FEE	900	225	500	0	0	100
10-32-10800	DOG LICENSE FEES/IMPOUND FEES	1,000	2,212	1,000	807	1,614	2,000
	Total Licenses & Permits	116,900	84,280	103,500	48,747	91,741	117,500
Intergovernmental							
10-33-20100	URBAN REVENUE SHARING (Income Tax)	674,849	674,583	671,229	335,615	671,229	637,724
	Total Intergovernmental	674,849	674,583	671,229	335,615	671,229	637,724
Charges for Services							
10-34-10100	PLANNING/ZONING APPLICATIONS	3,000	2,550	2,000	1,581	3,162	4,000
10-34-10120	PLAN EXAMINATION FEE	6,000	5,721	5,000	5,691	11,000	12,000
10-34-10300	LIBRARY FEES	4,000	3,224	4,000	1,550	3,100	4,000
10-34-10501	CEMETERY PLOT FEES	6,500	7,350	8,000	3,200	6,400	8,000
10-34-10510	CEMETERY MAINTENANCE FEES	3,000	3,600	3,000	1,100	2,200	3,000
10-34-10700	PUBLIC COPY FEES	750	706	400	283	566	750
10-34-10862	VEHICLE IMPOUND FEES	12,000	21,395	15,000	7,915	15,830	18,500
10-34-10870	TOWING FEES	4,000	9,259	7,000	3,164	6,328	7,000
10-34-10880	PARKS USE PERMIT	4,400	1,937	2,000	6,838	10,700	11,000
10-34-11500	FRANCHISE FEES	230,000	193,426	230,000	130,879	261,758	260,000
10-34-40066	AMBULANCE FEES	1,000,000	678,650	900,000	586,848	1,200,000	1,300,000
10-34-40067	WILDLAND FIRE SERVICES	0	0	0	0	0	50,000
10-34-10701	UTILITY COLLECTION SERVICES	0	0	0	0	0	45,000
	Total Charges for Services	1,273,650	927,818	1,176,400	749,049	1,521,044	1,723,250
Fines & Forfeitures							
10-35-10502	MUNICIPAL COURT FINES	0	8,433	0	175	175	0
10-35-70700	DOG LICENSE FINES	0	0	0	0	0	0
	Total Fines & Forfeitures	0	8,433	0	175	175	0

<u>Account</u>		<u>FY 2015</u>	<u>FY 2015</u>	<u>FY 2016</u>	<u>YTD 12/31/15</u>	<u>FY 2016</u>	<u>FY 2017</u>
<u>Number</u>	<u>Account Description</u>	<u>Budget</u>	<u>Actual</u>	<u>Budget</u>	<u>Actual</u>	<u>Y/E Estimate</u>	<u>Proposed</u>
Miscellaneous							
10-36-10551	REFUNDS/ADJUSTMENTS	0	0	0	0	0	0
10-36-10802	ADOPTIONS ANIMAL SHELTER	4,000	6,809	6,000	5,625	10,000	10,000
10-36-11000	SERVICE REIMB - OTHER	0	0	0	14	14	0
10-36-11062	SERVICE REIMB - POLICE DEPT	0	6,678	0	0	0	0
10-36-11063	POLICE VEHICLE USE FEES	5,000	1,005	5,000	1,435	2,870	5,000
10-36-11065	HIDTA REIMB O/T POLICE	35,000	0	35,000	0	0	35,000
10-36-11066	SCHOOL RESOURCE OFFICER	60,006	60,037	60,000	24,015	60,000	60,000
10-36-11087	INSURANCE REIMBURSEMENTS	0	0	0	131	131	0
10-36-11100	L.L.E.A.C REVENUE FROM COUNTY	0	719	0	260	260	0
10-36-11600	OVER/SHORT	0	0	0	0	0	0
10-36-13039	RICO AUCTION REIMBURSEMENTS	15,000	13,911	15,000	0	15,000	15,000
10-36-13500	RENTAL INCOME	46,500	46,500	46,500	19,375	46,500	46,500
10-36-13597	CITY AUCTION FUNDS	21,000	6,200	21,000	0	0	21,000
10-36-21000	INTEREST EARNED	2,500	2,768	5,000	323	646	1,000
10-36-21001	RETURNED CHECK FEES	50	0	0	15	15	0
10-36-50000	UNASSIGNED REVENUES	0	5,990	0	962	962	0
	Total Miscellaneous	189,050	150,617	193,500	52,155	136,398	193,500
Contributions & Transfers							
10-38-40000	DONATIONS/MISC	1,000	111,013	0	1,390	1,390	1,000
10-38-40080	DONATIONS - RECREATIONAL	0	50	0	0	0	0
10-38-40086	DONATIONS - COUNCIL	0	0	0	780	1,560	0
10-38-40087	DONATIONS - SHELTER	1,000	1,806	1,000	513	1,000	1,000
10-38-40088	DONATIONS - POLICE DEPT	0	0	0	1,250	1,250	0
10-38-40090	DONATIONS - FIRE DEPT	1,300	0	0	0	40,000	0
10-38-50010	GAIN/LOSS ON DISPOSAL OF ASSET	0	(12,450)	0	0	0	0
10-38-51000	USE OF RESERVES	207,079	0	599,488	0	0	0
10-38-51001	RESERVES-CABLE ONE AGREEMENT	2,534	0	2,534	0	2,534	0
10-38-99953	TRANSFER FRM POLICE SPECIALREV	33,122	10,082	31,561	3,581	31,561	0
10-38-99954	TRANSFERS FROM WWATER DEPT	173,689	173,689	167,971	83,986	167,971	209,115
10-38-99956	TRANSFERS FROM SANITATION	84,311	84,311	80,415	40,208	80,415	125,947
10-38-99959	TRANSFERS FROM QUEEN MINE FD	47,166	47,165	45,795	22,898	45,795	46,460
	Total Contributions & Transfers	551,201	415,666	928,764	154,606	373,476	383,522
	TOTAL REVENUE GENERAL FUND	6,650,402	6,077,108	7,429,597	3,493,602	7,100,573	7,417,501

Mayor and Council

The Mayor and Council, acting as the legislative body, enact local legislation, adopt budgets, determine policies and appoint the City Manager and other officers deemed necessary for the orderly government and administration of the affairs of the City.

Current Mayor and Council:

Mayor Ron Oertle

Councilmember Shirley Doughty, Ward III

Councilmember Joan Hansen, Ward II

Councilmember Eugene Conners, Ward I

Councilmember Serena Sullivan, Ward I

Councilmember Anna Cline, Ward III

Councilmember Douglas Dunn, Ward II

Council Sessions are held on the 1st and 3rd Tuesday of each month, with Special Sessions and Work Sessions held on an "as needed" basis. In 2015 there were twenty-four Regular Council Sessions, five Special Sessions, and fifteen Work Sessions.

Fiscal Year 2016-17 Budget Highlights

There is funding for travel to the Arizona League Conference. This budget also includes funds for the 4th of July fireworks totaling \$3,500.

<u>Account</u>		<u>FY 2015</u>	<u>FY 2015</u>	<u>FY 2016</u>	<u>YTD 12/31/15</u>	<u>FY 2016</u>	<u>FY 2017</u>
<u>Number</u>	<u>Account Description</u>	<u>Budget</u>	<u>Actual</u>	<u>Budget</u>	<u>Actual</u>	<u>Y/E Estimate</u>	<u>Proposed</u>
Mayor & Council							
10-50-11000	SALARIES - GENERAL	19,200	19,200	19,200	9,600	19,200	19,200
10-50-11100	F.I.C.A.	1,190	1,190	1,190	595	1,190	1,190
10-50-11200	MEDICARE	278	278	278	139	278	278
10-50-11700	WORKERS COMPENSATION	68	66	51	21	51	45
	Mayor & Council Personnel Costs	20,736	20,734	20,719	10,355	20,719	20,713
10-50-13100	BUSINESS TRAVEL	500	249	500	0	0	500
10-50-13400	EDUCATION & TRAINING	4,000	3,160	4,000	1,890	1,890	4,000
10-50-13500	SUBSCRIPTIONS & DUES	6,500	6,451	6,500	6,393	6,393	6,500
10-50-24000	TELEPHONE & FAX	250	0	0	0	0	0
10-50-41500	OFFICE SUPPLIES	500	631	500	19	100	500
10-50-42020	PRINTING & REPRODUCTION	200	0	200	0	0	200
10-50-42040	ADVERTISING	100	0	100	7	7	100
10-50-43000	FOURTH OF JULY FIREWORKS	3,500	3,500	3,500	3,500	3,500	3,500
10-50-43500	POSTAGE	125	1,751	125	0	0	100
10-50-46000	OPERATIONAL EXPENSES	1,000	978	2,000	369	1,369	2,000
	Total Mayor & Council	37,411	37,454	38,144	22,533	33,978	38,113

City Manager

The City of Bisbee operates under a Council-Manager form of government. The City Manager is responsible for the day-to-day operation of all city government functions under policy direction from the Mayor and City Council.

The Mayor and Council, acting as the legislative body, determine city policy. The City Manager proposes new policies and implements and administers policies adopted by the City Council. The City Manager is also responsible for the development and administration of the City operating budget once approved by the Mayor and Council. The Mayor and Council appoint the City Manager.

In addition to the Charter responsibilities, the City Manager has the opportunity to serve the community and the region by participating with various agencies and groups.

Fiscal Year 2016-17 Budget Highlights

The new City Manager will implement this budget and continue planning for future changes and improvements. There are no new programs included in this budget. The City Manager will continue to receive administrative support from the Personnel Director.

<u>Account</u>		<u>FY 2015</u>	<u>FY 2015</u>	<u>FY 2016</u>	<u>YTD 12/31/15</u>	<u>FY 2016</u>	<u>FY 2017</u>
<u>Number</u>	<u>Account Description</u>	<u>Budget</u>	<u>Actual</u>	<u>Budget</u>	<u>Actual</u>	<u>Y/E Estimate</u>	<u>Proposed</u>
City Manager							
10-51-11000	SALARIES - GENERAL	90,422	90,566	91,874	44,258	90,195	100,006
10-51-11100	F.I.C.A.	5,657	5,369	5,696	2,650	5,498	6,200
10-51-11200	MEDICARE	1,323	1,256	1,332	620	1,286	1,450
10-51-11300	A.S.R.S.	10,489	10,487	10,538	5,076	10,345	11,481
10-51-11500	MEDICAL INSURANCE	5,708	5,992	4,874	2,363	4,726	5,132
10-51-11501	STANDARD DISABILITY INSURANCE	248	228	248	145	290	248
10-51-11505	DEFERRED COMP	811	811	811	406	811	811
10-51-11510	DENTAL INSURANCE	622	589	641	320	640	641
10-51-11600	LIFE INSURANCE	102	102	102	51	102	102
10-51-11700	WORKERS COMPENSATION	320	309	244	102	204	237
	City Manager Personnel Costs	115,702	115,709	116,360	55,991	114,097	126,308
10-51-13100	BUSINESS TRAVEL	500	688	500	122	500	500
10-51-13400	EDUCATION & TRAINING	600	360	600	20	20	600
10-51-13500	SUBSCRIPTIONS & DUES	1,000	200	1,000	0	0	1,000
10-51-24000	TELEPHONE & FAX	1,300	985	1,300	495	1,000	1,000
10-51-31000	PROFESSIONAL FEES	0	0	0	0	0	0
10-51-41500	OFFICE SUPPLIES	200	166	300	259	300	300
10-51-42000	ADMIN SPECIAL SUPPLIES	100	0	100	0	0	0
10-51-42040	ADVERTISING	100	73	100	0	100	0
10-51-43500	POSTAGE	100	44	100	30	100	100
10-51-46000	OPERATIONAL EXPENSES	1,500	4,239	1,500	0	0	7,000
	Total City Manager	121,102	122,464	121,860	56,917	116,117	136,808

Finance

The Finance Department provides fiscal oversight for the City, providing all the accounting, financial, and internal audit services for the City, along with overseeing the procurement and risk management functions. The department also provides utility billing services for the Sanitation and Wastewater Funds and plays a vital role working with the City Manager on the preparation and implementation of the Annual Budget.

A portion of the cost for this department is defrayed by transfers into the General Fund from the City's three Enterprise Funds; Wastewater, Sanitation, and Queen Mine. These transfers offset the costs of services such as billing, collection, payroll, accounts payable, auditing, and financial oversight.

The Finance Director also serves as the Fiscal Agent for the Bisbee Municipal Property Corporation, City Treasurer, and Risk Manager.

Last year as a part of their ongoing responsibilities the Finance Department received and accounted for over \$10 million in deposits for various funds, issued and collected approximately 43,000 sewer and garbage bills, and processed over 14,000 payroll and accounts payable checks.

The department has staff dedicated to monitor and collect delinquent sewer and garbage accounts, and continue to place liens on delinquent accounts. In addition, all accounts are cross-checked quarterly with the County's property records to verify accuracy.

The Finance staff has implemented a "Fair Share" campaign to collect on outstanding debts. The City participates in the Arizona Debt Set-Off program which allows the City to claim state income refunds for the debts owed. The City also monitors various websites to ensure that all rental properties, both residential and commercial are properly licensed both by the City and the State. The Arizona Department of Revenue is assisting the City in identifying those businesses who need to collect Transaction Privilege Tax.

Fiscal Year 2016-17 Budget Highlights

There are no new programs included in this budget

<u>Account</u>		<u>FY 2015</u>	<u>FY 2015</u>	<u>FY 2016</u>	<u>YTD 12/31/15</u>	<u>FY 2016</u>	<u>FY 2017</u>
<u>Number</u>	<u>Account Description</u>	<u>Budget</u>	<u>Actual</u>	<u>Budget</u>	<u>Actual</u>	<u>Y/E Estimate</u>	<u>Proposed</u>
Finance							
10-52-11000	SALARIES - GENERAL	230,256	186,227	228,946	89,812	182,445	228,577
10-52-11001	OVERTIME - GENERAL	0	160	2,500	0	0	1,000
10-52-11050	SALARIES - PART TIME	15,450	10,879	14,000	10,063	31,206	5,000
10-52-11100	F.I.C.A.	15,485	12,340	15,218	6,328	13,246	14,544
10-52-11200	MEDICARE	3,622	2,886	3,559	1,480	3,098	3,401
10-52-11300	A.S.R.S.	26,710	21,554	26,550	10,301	20,926	26,357
10-52-11301	A.S.R.S. - ALT CONTRIBUTION	1,479	1,041	1,310	0	0	0
10-52-11500	MEDICAL INSURANCE	28,541	22,833	24,371	9,452	18,904	25,661
10-52-11501	STANDARD DISABILITY INSURANCE	1,090	743	967	473	946	1,058
10-52-11505	DEFERRED COMP	4,057	3,246	4,057	1,623	3,246	4,057
10-52-11510	DENTAL INSURANCE	3,166	2,028	2,392	1,079	2,158	2,798
10-52-11600	LIFE INSURANCE	510	408	510	204	408	510
10-52-11700	WORKERS COMPENSATION	859	672	653	231	462	556
10-52-11800	STATE UNEMPLOYMENT	0	0	0	0	0	0
	Finance Personnel Costs	331,225	265,017	325,033	131,046	277,045	313,519
10-52-13100	BUSINESS TRAVEL	500	703	3,000	65	500	3,000
10-52-13400	EDUCATION & TRAINING	2,200	2,183	2,200	580	2,200	3,000
10-52-13500	SUBSCRIPTIONS & DUES	330	1,038	330	310	700	1,000
10-52-31000	PROFESSIONAL FEES	0	0	2,900	1,858	1,858	2,000
10-52-31200	AUDITING & ACCOUNTING	36,190	36,100	37,600	37,600	37,600	39,100
10-52-34000	CONTRACT SERVICES	1,000	99	13,000	12,109	12,109	12,200
10-52-36000	MAINTENANCE & SUPPORT AGREEMNTS	11,000	10,062	600	0	0	0
10-52-41500	OFFICE SUPPLIES	2,700	1,977	2,700	1,546	2,700	3,000
10-52-42000	ADMIN SPECIAL SUPPLIES	4,000	3,516	4,000	1,704	4,000	4,000
10-52-42020	PRINTING & REPRODUCTION	0	0	0	0	0	0
10-52-42030	BOOKS & REFERENCE MATERIALS	500	750	750	896	896	1,000
10-52-42040	ADVERTISING	2,500	2,303	2,500	0	2,500	2,500
10-52-42050	NON CAP ADMIN EQUIP/FURN	1,000	176	1,000	306	2,000	1,500
10-52-43100	FEES - FUND MANAGEMENT	11,400	7,761	11,400	6,067	12,000	12,000
10-52-43110	CREDIT CARD FEES	6,500	8,089	7,000	4,188	8,400	8,400
10-52-43120	OTHER FEES	250	23	250	0	0	250
10-52-43500	POSTAGE & METER TAPES	15,000	11,848	15,000	6,340	12,680	15,000
	Total Finance	426,205	351,645	428,363	204,615	377,188	421,469

City Clerk

The City Clerk Office is responsible to the Mayor and City Council. The City Clerk's Office serves as the repository for all City records and correspondence, and maintains and monitors the recordkeeping and filing of City documents. The Clerk's Office maintains, updates, and monitors the Laser Fiche Document Imaging System which allows for public and City staff access. City Clerk staff provides administrative support for twenty-two (22) Boards and Commissions of the City, and also administers support to Council, City staff and the public. In addition to the responsibilities indicated above, other duties consist of preparing and processing correspondence, advertisements, bid proposals, public notices, Agenda Packets and back-up material for meetings, Action Agendas, and Minutes. Other services provided by the City Clerk's office include, processing telephone calls and daily mail, administering the oath of office, scheduling meetings for staff, ensuring that video equipment and recording system for meetings are operational and informing the technician of any problems. In addition, updates the government channel (Channel 5) and the City website; and records meetings as needed by the public or staff.

The City Clerk serves as Chief Election Officer for the City of Bisbee and is responsible for managing the City of Bisbee elections.

Fiscal Year 2016-17 Budget Highlights

The FY 2016-17 Budget for the City Clerk Office reflects training and education necessary for staff development.

<u>Account</u>		<u>FY 2015</u>	<u>FY 2015</u>	<u>FY 2016</u>	<u>YTD 12/31/15</u>	<u>FY 2016</u>	<u>FY 2017</u>
<u>Number</u>	<u>Account Description</u>	<u>Budget</u>	<u>Actual</u>	<u>Budget</u>	<u>Actual</u>	<u>Y/E Estimate</u>	<u>Proposed</u>
City Clerk							
10-53-11000	SALARIES - GENERAL	77,998	80,075	81,370	39,655	80,340	82,363
10-53-11001	OVERTIME - GENERAL	1,500	0	1,500	0	0	1,500
10-53-11050	SALARIES - PART TIME	0	0	0	0	0	0
10-53-11100	F.I.C.A.	5,029	5,027	5,138	2,459	4,981	5,199
10-53-11200	MEDICARE	1,176	1,176	1,202	575	1,165	1,216
10-53-11300	A.S.R.S.	9,222	9,275	9,505	4,548	9,215	9,627
10-53-11500	MEDICAL INSURANCE	11,417	5,708	4,874	2,363	4,726	5,132
10-53-11501	STANDARD DISABILITY INSURANCE	424	333	418	212	424	363
10-53-11505	DEFERRED COMP	1,623	1,623	1,623	811	1,622	1,623
10-53-11510	DENTAL INSURANCE	1,244	0	0	0	0	0
10-53-11600	LIFE INSURANCE	204	204	204	102	204	204
10-53-11700	WORKERS COMPENSATION	281	273	221	92	184	199
10-53-11800	STATE UNEMPLOYMENT	0	0	0	0	0	0
	City Clerk Personnel Costs	110,118	103,694	106,055	50,817	102,861	107,426
10-53-13100	BUSINESS TRAVEL	1,500	1,015	1,500	1,220	1,500	1,500
10-53-13400	EDUCATION & TRAINING	1,200	845	1,200	50	1,200	1,200
10-53-13500	SUBSCRIPTIONS & DUES	500	315	500	375	375	500
10-53-34000	CONTRACT SERVICES	0	0	0	0	0	0
10-53-36000	MAINTENANCE & SUPPORT AGREEMNTS	2,000	1,278	2,000	1,741	1,741	2,000
10-53-41500	OFFICE SUPPLIES	2,500	1,248	2,500	317	1,300	2,500
10-53-42030	BOOKS & REFERENCE MATERIALS	100	0	100	0	0	0
10-53-42040	ADVERTISING	3,000	1,208	3,000	129	500	2,000
10-53-42050	NON CAP ADMIN EQUIP/FURN	800	308	800	0	800	800
10-53-43500	POSTAGE	250	271	250	85	150	250
10-53-46000	OPERATIONAL EXPENSES	500	416	500	37	2,540	500
10-53-46531	ELECTION EXPENSE	25,000	12,483	15,000	0	0	20,000
	Total City Clerk	147,468	123,081	133,405	54,771	112,967	138,676

Community Development

The Community Development Department (CDD) works to provide the community with services that enhance the quality of life and improve economic opportunities. The department is responsible for Planning and Zoning, Building Inspection/Code Enforcement, the Visitor's Center, the Queen Mine Tour, Animal Shelter and the Bisbee Bus Transit System. In addition, the department provides staff liaisons to the Planning and Zoning Commission, the Board of Adjustment, the Design Review Board, the Bisbee Arts Commission, the Committee on Disability Issues, Transit Advisory Committee, Community Sustainability Commission and the iBisbee Committee.

Fiscal Year 2016-17 Budget Highlights

There are no new programs included in this budget

<u>Account</u>		<u>FY 2015</u>	<u>FY 2015</u>	<u>FY 2016</u>	<u>YTD 12/31/15</u>	<u>FY 2016</u>	<u>FY 2017</u>
<u>Number</u>	<u>Account Description</u>	<u>Budget</u>	<u>Actual</u>	<u>Budget</u>	<u>Actual</u>	<u>Y/E Estimate</u>	<u>Proposed</u>
Comm. Development							
10-54-11000	SALARIES - GENERAL	35,610	33,868	33,904	5,314	21,413	32,198
10-54-11001	OVERTIME - GENERAL	1,500	61	1,500	0	0	1,500
10-54-11050	SALARIES - PART TIME	15,714	14,104	15,257	7,188	10,128	30,514
10-54-11100	F.I.C.A.	3,325	2,915	3,141	780	1,956	3,981
10-54-11200	MEDICARE	778	682	735	183	457	931
10-54-11300	A.S.R.S.	7,393	3,941	3,889	523	2,456	3,696
10-54-11500	MEDICAL INSURANCE	5,708	5,708	4,874	788	2,757	5,132
10-54-11501	STANDARD DISABILITY INSURANCE	209	172	187	31	109	248
10-54-11505	DEFERRED COMP	811	811	811	135	473	811
10-54-11510	DENTAL INSURANCE	228	228	235	39	137	235
10-54-11600	LIFE INSURANCE	102	102	102	17	60	102
10-54-11700	WORKERS COMPENSATION	652	896	390	192	383	607
	Community Development Personnel Costs	72,030	63,488	65,025	15,190	40,329	79,955
10-54-13400	EDUCATION & TRAINING	200	164	200	0	0	200
10-54-13500	SUBSCRIPTIONS & DUES	0	0	300	0	0	300
10-54-21000	ELECTRIC - SHELTER	1,500	1,624	1,500	1,129	2,400	2,400
10-54-22000	WATER - SHELTER	1,100	1,212	1,100	491	1,100	1,100
10-54-22550	SEWER & GARBAGE - SHELTER	630	592	630	247	500	500
10-54-24000	TELEPHONE & FAX - SHELTER	400	386	400	193	400	400
10-54-24001	INTERNET FEES - SHELTER	720	911	720	417	834	850
10-54-31000	PROFESSIONAL FEES	5,000	2,113	5,000	1,173	2,400	5,000
10-54-34000	CONTRACT SERVICES	6,000	20,642	16,000	7,689	16,000	16,000
10-54-41500	OFFICE SUPPLIES	1,500	1,888	2,000	64	200	1,000
10-54-42020	PRINTING & REPRODUCTION	1,000	0	0	803	803	1,000
10-54-42040	ADVERTISING	2,000	1,316	1,000	0	0	1,000
10-54-42050	NON CAP ADMIN EQUIP/FURN	0	95	0	0	0	500
10-54-43500	POSTAGE	750	256	500	111	250	250
10-54-46000	OPERATIONAL EXPENSES	1,000	52	1,000	440	1,000	1,000
10-54-46541	CC TOURISM & ECONOMIC DEV	12,000	9,315	5,000	1,315	5,000	5,000
10-54-46542	ANIMAL SHELTER EXPENSES	10,000	10,064	15,000	7,466	15,000	15,000
	Total Community Development	115,830	114,118	115,375	36,728	86,216	131,455

Administration and General Government

The Administration and General Government department accounts for several of the general operating expenses for City Hall such as utilities, postage and copier maintenance fees, liability insurance, special supplies, and fuel. This fund also includes transfers to other funds within the City budget, such as:

- Transfer Bed Tax Revenues to the Visitor Center Fund
- Transfer portion of TPT Sales Tax 1% Revenues allocated to Streets Fund
- Transfer portion of TPT Sales Tax .5% Revenue allocated to Wastewater Fund
- Transfer to Bisbee Bus (if needed) to supplement the City's "in-kind" contribution to the operation.

Fiscal Year 2016-17 Budget Highlights

This budget includes the transfer portion of TPT Sales Tax 1% Revenues allocated to Streets Fund approved by voters in November 2014.

<u>Account</u>		<u>FY 2015</u>	<u>FY 2015</u>	<u>FY 2016</u>	<u>YTD 12/31/15</u>	<u>FY 2016</u>	<u>FY 2017</u>
<u>Number</u>	<u>Account Description</u>	<u>Budget</u>	<u>Actual</u>	<u>Budget</u>	<u>Actual</u>	<u>Y/E Estimate</u>	<u>Proposed</u>
Admin & Gen Government							
10-55-21000	ELECTRIC	18,000	11,135	15,000	5,905	12,000	15,000
10-55-22000	WATER	3,000	3,306	3,000	1,701	3,400	3,000
10-55-22550	SEWER AND GARBAGE SERV.	4,757	4,552	4,757	1,897	3,800	3,800
10-55-23000	GAS	7,700	585	1,000	207	400	500
10-55-24000	TELEPHONE & FAX	0	12	130	0	0	0
10-55-24110	RENT/LEASE	100	915	1,000	800	1,000	1,000
10-55-31000	PROFESSIONAL FEES	2,000	2,053	2,100	4,929	6,765	6,515
10-55-34000	CONTRACT SERVICES	9,000	13,538	8,000	4,506	6,500	8,000
10-55-37000	PROPERTY, CASUALTY, LIABILITY	150,000	123,211	150,000	89,583	150,000	150,000
10-55-37100	INSURANCE CLAIMS & DEDUCTIBLES	5,000	399	5,000	1,169	5,000	5,000
10-55-41500	OFFICE SUPPLIES	3,000	2,120	3,000	1,894	2,700	3,000
10-53-42000	ADMIN SPECIAL SUPPLIES	0	0	0	0	0	0
10-55-42020	PRINTING & REPRODUCTION	200	0	0	0	0	0
10-55-42040	ADVERTISING	0	21	0	0	0	0
10-55-42050	NON CAP ADMIN EQUIP/FURN	1,300	390	500	54	500	500
10-55-43500	POSTAGE	3,400	748	2,400	149	2,400	2,400
10-55-44000	HEALTH REIMBURSEMENT	0	0	19,250	976	2,000	5,000
10-55-46000	OPERATIONAL EXPENSES	5,500	1,474	5,500	808	3,500	5,500
10-55-62003	GASOLINE	3,000	2,239	3,000	703	1,400	3,000
10-55-91000	CAPITAL EXPENDITURES	0	(12,450)	0	0	0	0
10-55-99020	TRANSFER BED TAX /FUND 20	92,000	115,910	121,000	72,859	145,718	150,000
10-55-99021	TRANSFER TO STREETS	0	237,776	703,560	348,531	697,062	703,000
10-55-99050	TRANSFER TO AIRPORT	0	0	35,000	0	0	12,500
10-55-99054	TRANSFER TO WASTE WATER	400,000	347,408	351,780	168,595	337,190	351,429
10-55-99085	TRANSFERS TO DEBT SERVICE	62,874	62,874	47,021	23,511	47,021	15,000
10-55-99096	TRANSFER TO BISBEE BUS	12,500	9,315	3,700	0	0	19,665
10-55-99099	TRANSFERS TO CAP PROJ-VEHICLES	0	80,322	0	0	0	35,000
Total Admin & Gen Government		783,331	1,007,853	1,485,698	728,777	1,428,356	1,498,809

Personnel

The Personnel Department is responsible to the City Manager. The mission of the Personnel Department is to ensure the effective and efficient use of human resources to achieve the goals of the City of Bisbee. This department oversees a large array of personnel-related issues; the department is responsible for implementing the terms of the Personnel Rules and Regulations, assisting employees with getting the most out of the benefits package, negotiating with benefits consultants to obtain the best possible benefits for the least possible cost, and recommending to the City Council changes necessary for best delivery of employee services.

The Personnel serves as Staff Liaison for the Civil Service Commission and is the Public Safety Retirement System Board Secretary. A two-tiered health insurance option for employees was continued this year, including a "core" plan and a "buy-up" plan for those who preferred to purchase additional benefits, providing the employee the option to select a health insurance plan based on individual needs.

Fiscal Year 2016-17 Budget Highlights

In the coming year the Personnel Department will work closely with the New City Manager and Department Heads as we bring city government in alignment with city revenue. Analyzing human capital needs to ensure essential city services are provided at a high standard while maintaining employee morale will once again be the primary focus .

<u>Account</u>		<u>FY 2015</u>	<u>FY 2015</u>	<u>FY 2016</u>	<u>YTD 12/31/15</u>	<u>FY 2016</u>	<u>FY 2017</u>
<u>Number</u>	<u>Account Description</u>	<u>Budget</u>	<u>Actual</u>	<u>Budget</u>	<u>Actual</u>	<u>Y/E Estimate</u>	<u>Proposed</u>
Personnel							
10-56-11000	SALARIES - GENERAL	51,501	51,719	51,501	19,844	33,790	27,893
10-56-11001	OVERTIME	0	0	0	10	10	0
10-56-11100	F.I.C.A.	3,243	3,252	3,193	1,252	2,096	1,729
10-56-11200	MEDICARE	759	760	747	293	490	404
10-56-11300	A.S.R.S.	5,974	5,987	5,907	1,652	3,877	3,202
10-56-11500	MEDICAL INSURANCE	5,708	5,708	4,874	1,575	3,938	5,132
10-56-11501	STANDARD DISABILITY INSURANCE	248	228	248	104	228	248
10-56-11505	DEFERRED COMP	811	811	811	338	744	811
10-56-11510	DENTAL INSURANCE	622	622	641	180	297	641
10-56-11600	LIFE INSURANCE	102	102	102	34	85	102
10-56-11700	WORKERS COMPENSATION	182	176	137	44	81	66
	Personnel Costs	69,150	69,365	68,161	25,326	45,636	40,228
10-56-12500	RECRUITMENT/EMPLOYEE TESTING	500	110	500	0	0	500
10-56-13100	BUSINESS TRAVEL	250	20	250	0	0	250
10-56-13400	EDUCATION & TRAINING	2,000	2,033	2,000	99	99	2,000
10-56-13500	SUBSCRIPTIONS & DUES	200	190	590	0	0	200
10-56-31000	PROFESSIONAL FEES	0	0	0	1,500	1,500	0
10-56-41500	OFFICE SUPPLIES	500	137	500	392	500	500
10-56-42000	ADMIN SPECIAL SUPPLIES	200	293	200	0	0	200
10-56-42040	ADVERTISING	100	0	100	0	0	100
10-56-42050	NON CAP ADMIN EQUIP/FURN	500	0	500	0	0	500
10-56-43500	POSTAGE	350	31	350	28	50	50
10-56-46000	OPERATIONAL EXPENSES	500	166	500	0	0	0
	Total Personnel	74,250	72,345	73,651	27,345	47,785	44,528

Legal Services

The City Attorney is responsible to the Mayor and City Council. The Attorney provides legal counsel to the City Council and the City staff; pursues actions to enforce the City Code and legal obligations, as requested by City officials; and represents the City in those other lawsuits that are not handled by designated outside counsel. The City Attorney is also responsible for drafting ordinances and finalizing resolutions for consideration by City Council, and provides staff support for various boards and commissions.

Fiscal Year 2016-17 Budget Highlights

Funding continues to be provided for contracted Legal Services with Cochise County.

<u>Account</u>		<u>FY 2015</u>	<u>FY 2015</u>	<u>FY 2016</u>	<u>YTD 12/31/15</u>	<u>FY 2016</u>	<u>FY 2017</u>
<u>Number</u>	<u>Account Description</u>	<u>Budget</u>	<u>Actual</u>	<u>Budget</u>	<u>Actual</u>	<u>Y/E Estimate</u>	<u>Proposed</u>
Legal Services							
10-57-13500	SUBSCRIPTIONS & DUES	900	924	900	0	0	0
10-57-31100	PROFESSIONAL FEES - LEGAL	50,000	65,118	60,000	30,000	60,000	60,000
10-57-41500	OFFICE SUPPLIES	100	198	300	0	0	300
10-57-42020	PRINTING & REPRODUCTION	150	0	0	0	0	0
10-57-43500	POSTAGE	25	2	25	0	0	25
	Total Legal Service	51,175	66,242	61,225	30,000	60,000	60,325

Water System

This department is better known as the Old Bisbee Fire Suppression System. It consists of a large reservoir which gravity-feeds water to the distribution and fire hydrant system in Old Bisbee and a pump house that feeds water to the reservoir from a well located in the Mule Gulch Channel. The upper Tombstone/West Boulevard is also served by separate pumps which boost the pressure to assure ample fire fighting water supply and pressure. Maintenance of this system is handled by Public Works personnel. Expenditures for this department include expenses attendant to the system, and do not include personnel costs.

Fiscal Year 2016-17 Budget Highlights

The FY 2015-16 budget for the Water System includes funding for replacing valves and flushing the system.

<u>Account</u>		<u>FY 2015</u>	<u>FY 2015</u>	<u>FY 2016</u>	<u>YTD 12/31/15</u>	<u>FY 2016</u>	<u>FY 2017</u>
<u>Number</u>	<u>Account Description</u>	<u>Budget</u>	<u>Actual</u>	<u>Budget</u>	<u>Actual</u>	<u>Y/E Estimate</u>	<u>Proposed</u>
Water System							
10-58-21000	ELECTRIC	4,100	2,792	4,100	1,067	2,000	4,100
10-58-22000	WATER	0	0	0	0	0	0
10-58-55000	EQUIPMENT REPAIR & MAINT	2,500	0	1,500	0	1,500	1,500
	Total Water System	6,600	2,792	5,600	1,067	3,500	5,600

Information Systems

The Information Systems Department funds the purchase, maintenance and consulting services for all the City computer systems, telephones and internet access for City Hall. In addition, this department provides for the maintenance and upgrading of the audio/video equipment in Council Chambers as well as video surveillance equipment at City Hall. The department does not fund any employees but provides for the services of consultants for city-wide computer systems maintenance as well as email and website hosting.

Fiscal Year 2016-17 Budget Highlights

Funding for a computer replacement program has once again been included in an effort to avoid unfunded replacements. This budget includes funding for the following items:

- City Website
- Open Gov
- Laserfiche
- Caselle (Financial Accounting)

<u>Account</u>		<u>FY 2015</u>	<u>FY 2015</u>	<u>FY 2016</u>	<u>YTD 12/31/15</u>	<u>FY 2016</u>	<u>FY 2017</u>
<u>Number</u>	<u>Account Description</u>	<u>Budget</u>	<u>Actual</u>	<u>Budget</u>	<u>Actual</u>	<u>Y/E Estimate</u>	<u>Proposed</u>
Information Systems							
10-59-24000	TELEPHONE & FAX	14,900	15,357	14,900	7,605	15,210	15,210
10-59-24001	T1 LINE FOR INTERNET ACCESS	4,500	2,550	3,000	1,275	3,000	3,000
10-59-31000	PROFESSIONAL FEES	25,000	36,875	25,000	19,288	30,000	25,000
10-59-34000	CONTRACT SERVICES	15,000	14,916	32,000	21,323	32,000	32,000
10-59-36000	MAINTENANCE & SUPPORT AGREEMNTS	1,270	332	1,270	0	1,270	1,270
10-59-46000	OPERATIONAL EXPENSES	2,000	5,634	2,000	261	1,000	2,000
10-59-55200	NON CAP EQUIP PURCHASES	10,534	2,280	10,000	3,507	5,000	10,000
Total Information Systems		73,204	77,944	88,170	53,259	87,480	88,480

Police

The Bisbee Police Department serves and protects persons and property in the City of Bisbee. The department enforces City Ordinances, State and Federal laws, maintains peace and order, protects life and property, and assists citizens in urgent situations. Bisbee Police Department officers and civilian employees carry out this mission diligently and courteously, and take pride in their service.

The Police Department responds to a variety of service calls each year such as City Code and Ordinance violations, traffic, misdemeanor and felony violations. Under the Intergovernmental Agreements with Cochise County, Arizona Department of Public Safety, D.E.A., F.B.I., U.S. Border Patrol, and Naco and San Jose Fire Districts the department provides assistance with service calls, maintains record of incidents, and provides reports to City, County, State and Federal jurisdictions as well as attorneys for City, State and Federal prosecution, and for courts in City, State and Federal justice systems.

The Bisbee Police Department offers other special services to the community, such as House Watch, Crime Prevention Programs, Bike Patrol, Neighborhood Watch Programs, Bicycle Safety Programs, Kids I.D. Program, Adopt-a-School Program, Bisbee Police Explorer Post #455, and the Arizona Youth Hunter Safety Course.

The Bisbee Police Department maintains a 24-hour dispatch and 9-1-1 Enhanced System., with a complete Spillman Records and CAD (Computer Aided Dispatch) system. The dispatch center handles calls for police, fire and ambulance, as well as after-hour handling of the Public Works service calls. The 911 Center handles all 911 emergency calls within the City limits.

Fiscal Year 2016-17 Budget Highlights

This budget reflect an the Public Safety Pension Retirement Systems. costs. Working with DEA, the Department will participate in the H.I.D.T.A. Grant. DEA will administer the grant and will fund overtime, ERE's, 1-vehicle, mileage & cell phone expenses.

<u>Account</u>		<u>FY 2015</u>	<u>FY 2015</u>	<u>FY 2016</u>	<u>YTD 12/31/15</u>	<u>FY 2016</u>	<u>FY 2017</u>
<u>Number</u>	<u>Account Description</u>	<u>Budget</u>	<u>Actual</u>	<u>Budget</u>	<u>Actual</u>	<u>Y/E Estimate</u>	<u>Proposed</u>
Police							
10-62-11000	SALARIES - GENERAL	772,224	764,321	664,768	335,226	667,610	662,501
10-62-11001	OVERTIME - GENERAL	123,888	99,764	108,088	48,642	102,686	96,368
10-62-11050	SALARIES - PART TIME	98,329	67,459	106,107	42,775	95,829	93,927
10-62-11090	REIMBURSED OVERTIME - DHLS	0	(50,175)	0	(21,156)	(50,774)	0
10-62-11100	F.I.C.A.	62,611	56,617	54,496	26,097	53,700	52,873
10-62-11200	MEDICARE	14,643	13,241	12,745	6,103	12,559	12,366
10-62-11300	A.S.R.S.	19,577	17,170	15,062	6,784	14,315	18,001
10-62-11301	A.S.R.S - ALT CONTRIBUTION	6,388	4,777	5,400	2,768	5,468	5,463
10-62-11400	A.P.S.P.R.S.	418,498	423,322	604,007	298,884	600,888	513,762
10-62-11402	PSPRS-ALT CONTRIBUTION	1,833	3,005	1,808	1,977	2,881	13,225
10-62-11500	MEDICAL INSURANCE	109,314	104,169	82,861	39,776	79,553	87,247
10-62-11501	STANDARD DISABILITY INSURANCE	6,981	5,795	6,032	3,415	6,830	5,796
10-62-11505	DEFERRED COMP	15,417	14,931	13,794	6,830	13,660	13,794
10-62-11510	DENTAL INSURANCE	10,657	9,075	8,457	4,006	8,012	8,863
10-62-11600	LIFE INSURANCE	1,938	1,886	1,734	859	1,718	1,734
10-62-11700	WORKERS COMPENSATION	49,411	46,990	32,345	13,807	27,614	26,876
10-62-11990	REIMBURSED ERE'S - DHLS	0	(38,697)	0	(18,993)	(45,583)	0
	Police Personnel Costs	1,711,709	1,543,650	1,717,704	797,800	1,596,966	1,612,796
10-62-12300	UNIFORMS & CLOTHING	14,500	13,323	14,500	6,739	14,500	13,500
10-62-12400	FITNESS PROGRAMS	500	270	500	120	500	500
10-62-12500	RECRUITMENT/EMPLOYEE TESTING	600	826	600	0	800	800
10-62-12700	CANCER INS POLICY	1,200	700	1,200	650	1,300	1,300
10-62-13100	BUSINESS TRAVEL	1,000	0	0	565	0	0
10-62-13400	EDUCATION & TRAINING	2,500	520	3,500	575	3,500	3,500
10-62-13500	SUBSCRIPTIONS & MEMBERSHIPS	100	0	100	774	1,300	700
10-62-21000	ELECTRIC	18,000	12,928	18,000	7,178	18,000	14,000
10-62-22000	WATER	2,200	740	2,200	386	2,200	1,000
10-62-22550	SEWER AND GARBAGE SERV.	2,364	1,671	2,500	696	2,000	1,500
10-62-23000	GAS	1,200	1,157	1,500	280	1,000	1,000
10-62-24000	TELEPHONE & FAX	18,000	17,037	18,000	8,645	18,000	18,000
10-62-24001	INTERNET ACCESS FEES	900	1,326	1,000	663	1,400	1,400
10-62-31000	PROFESSIONAL FEES	0	5,900	0	2,363	5,000	5,000
10-62-34000	CONTRACT SERVICES	3,000	3,750	3,000	1,443	5,000	15,875
10-62-34100	DOC WORKERS	600	779	1,000	348	800	800
10-62-36000	MAINTENANCE & SUPPORT AGREEMNTS	30,000	6,984	30,000	7,301	30,000	30,000
10-62-37000	PROPERTY, CASUALTY, LIABILITY	0	0	0	370	370	0
10-62-37100	INSURANCE CLAIMS & DEDUCTIBLES	0	5,000	0	0	0	0
10-62-41500	OFFICE SUPPLIES	4,500	4,630	4,500	774	4,500	4,500
10-62-42030	BOOKS & REFERENCE MATERIALS	300	537	300	270	300	300
10-62-43500	POSTAGE	150	248	200	152	300	300
10-62-45100	DISPOSABLE EQUIP & TOOLS	0	0	0	0	0	0
10-62-45300	CUSTODIAL SUPPLIES	1,200	1,069	1,200	515	1,200	1,200
10-62-46000	OPERATIONAL EXPENSES	7,800	(1,713)	3,800	1,649	2,900	3,800
10-62-46621	AMMUNITION	3,000	0	3,000	68	3,000	3,000
10-62-46622	RICO AUCTION EXPENSES	2,000	226	2,000	2,577	4,000	3,000
10-62-46623	CITY AUCTION EXPENSES	3,000	733	3,000	137	300	3,000
10-62-46624	MOVING, TOWING, STORAGE EXP	7,000	14,790	7,000	3,016	7,000	7,000
10-62-46626	ANIMAL CONTROL EXPENSE	300	431	1,000	11	1,000	1,000
10-62-50100	BLDG REPAIR & MAINT	4,000	2,528	4,000	6,357	6,600	4,000
10-62-55000	EQUIPMENT REPAIR & MAINT	0	3,966	1,500	527	1,500	1,500
10-62-55200	NON CAP EQUIP PURCHASES	600	422	600	0	600	600
10-62-61000	VEHICLE PARTS & LABOR	12,000	16,758	15,000	12,400	25,000	22,000
10-62-62003	GASOLINE	70,000	48,781	70,000	15,225	50,000	55,000
10-62-91000	CAPITAL EXPENDITURES	10,000	14,784	10,000	0	10,000	10,000
	Total Police	1,934,223	1,724,751	1,942,404	880,574	1,820,836	1,841,871

Fire Department

The Fire Department, headed by the Fire Chief, reports to the City Manager and is responsible for fire suppression, investigation, prevention, and emergency medical services. The Fire Department was awarded a FEMA grant in 2016 for a much needed ambulance and fire truck.

The department also provides inter-facility transfer of patients to hospitals in Sierra Vista, Tucson, and Phoenix. In 2016, the Fire Department entered into an intergovernmental agreement with Palominas Fire District to assist with interfacility transfers increasing revenues. Additionally, this department plays a vital role in Incident Command for natural and man-made disasters.

The costs of operating this department is supplemented by 911 transports as well as the inter-facility transfer

Fiscal Year 2016-17 Budget Highlights

The Fire Department budget includes employer contributions to the retirement system.

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<u>Account</u>		<u>FY 2015</u>	<u>FY 2015</u>	<u>FY 2016</u>	<u>YTD 12/31/15</u>	<u>FY 2016</u>	<u>FY 2017</u>
<u>Number</u>	<u>Account Description</u>	<u>Budget</u>	<u>Actual</u>	<u>Budget</u>	<u>Actual</u>	<u>Y/E Estimate</u>	<u>Proposed</u>
Fire							
10-64-11000	SALARIES - GENERAL	723,723	726,268	696,414	349,521	697,728	769,778
10-64-11001	OVERTIME - GENERAL	160,000	184,300	162,507	112,488	193,742	134,833
10-64-11050	SALARIES - PART TIME	0	0	0	0	0	18,795
10-64-11100	FICA	0	0	0	0	0	0
10-64-11200	MEDICARE	13,026	13,131	12,454	6,740	12,926	13,114
10-64-11400	A.P.S.P.R.S.	584,583	567,798	728,070	399,035	781,463	754,278
10-64-11402	PSPRS-ALT CONTRIBUTION	7,650	6,667	7,800	1,834	1,834	0
10-64-11500	MEDICAL INSURANCE	104,462	99,618	82,861	40,563	81,126	97,511
10-64-11501	STANDARD DISABILITY INSURANCE	8,277	5,479	5,597	3,342	6,684	6,406
10-64-11505	DEFERRED COMP	14,606	14,226	13,794	6,965	13,930	15,417
10-64-11510	DENTAL INSURANCE	8,944	8,112	8,051	4,079	8,158	9,739
10-64-11600	LIFE INSURANCE	1,836	1,785	1,734	876	1,752	1,938
10-64-11700	WORKERS COMPENSATION	43,302	42,485	33,523	14,352	34,794	31,421
10-64-11800	STATE UNEMPLOYMENT	0	0	0	0	0	0
	Fire Personnel Costs	1,670,409	1,669,869	1,752,805	939,795	1,834,137	1,853,030
10-64-12300	UNIFORMS & CLOTHING	9,000	9,000	6,750	4,250	6,437	7,600
10-64-12500	RECRUITMENT/EMPLOYMENT TESTING	0	220	0	0	0	0
10-64-12600	VACCINES	750	0	750	0	0	750
10-64-12700	CANCER INS POLICY	2,500	900	2,500	900	1,800	1,900
10-64-13100	BUSINESS TRAVEL	300	0	300	0	0	500
10-64-13400	EDUCATION & TRAINING	8,600	8,901	10,000	6,790	15,000	20,000
10-64-13500	SUBSCRIPTIONS & DUES	400	250	250	100	100	500
10-64-21000	ELECTRIC	11,000	9,370	11,000	4,882	10,000	10,000
10-64-22000	WATER	1,200	1,121	1,200	853	1,700	1,700
10-64-22550	SEWER AND GARBAGE SERV.	2,586	2,474	2,586	1,031	2,100	2,100
10-64-23000	GAS	4,000	3,212	4,000	991	2,000	3,000
10-64-24000	TELEPHONE & FAX	4,600	5,404	4,600	3,825	7,650	7,650
10-64-24001	INTERNET ACCESS FEES	0	714	800	357	800	800
10-64-31000	PROFESSIONAL FEES	38,908	39,454	39,624	11,125	11,125	0
10-64-34000	CONTRACT SERVICES	13,455	13,442	13,455	3,670	7,300	8,000
10-64-34010	AMBULANCE BILLING SERVICES	20,000	19,295	20,000	7,380	20,000	25,000
10-64-41500	OFFICE SUPPLIES	2,500	2,057	2,500	247	2,500	2,500
10-64-42020	PRINTING & REPRODUCTION	0	197	0	0	0	150
10-64-42030	BOOKS & REFERENCE MATERIALS	500	0	300	0	0	0
10-64-42040	ADVERTISING	120	0	0	0	0	0
10-64-42050	NON CAP ADMIN EQIP/FURN	4,500	0	4,500	1,709	4,500	4,500
10-64-43500	POSTAGE	100	8	100	1	100	100
10-64-45100	DISPOSABLE EQUIP & TOOLS	5,000	993	5,000	29	5,000	5,000
10-64-45300	CUSTODIAL SUPPLIES	2,500	2,497	2,500	963	2,500	2,500
10-64-46000	OPERATIONAL EXPENSES	5,400	3,367	5,400	2,206	5,400	5,400
10-64-46641	MEDICAL SUPPLIES	35,000	40,762	35,000	16,243	40,000	40,000
10-64-47000	PERMITS & LICENSES	1,250	1,300	1,250	1,000	2,000	2,000
10-64-50100	BLDG REPAIR & MAINT	12,000	8,277	12,000	3,484	12,000	15,000
10-64-55000	EQUIPMENT REPAIR & MAINT	4,500	4,107	4,500	(245)	4,500	4,500
10-64-55200	NON CAP EQUIP PURCHASES	4,000	0	4,000	0	4,000	4,000
10-64-61000	VEHICLE PARTS & LABOR	25,000	47,302	25,000	29,400	59,000	35,000
10-64-62003	GASOLINE	11,000	7,901	10,000	3,581	7,200	9,000
10-64-62004	DIESEL	38,000	32,428	38,000	20,864	40,000	40,000
10-64-91000	CAPITAL EXPENDITURES	0	19,641	0	0	0	0
10-64-99017	TRANSFER GRANT MATCH	15,000	0	15,000	0	16,460	15,000
	Total Fire	1,954,078	1,954,463	2,035,670	1,065,431	2,125,309	2,127,180

City Magistrate

The City Magistrate's Office was combined with the Justice Court in 2006. This budget provides funds for the Magistrate Judge retained by contract along with administrative services provided by the County.

Fiscal Year 2016-17 Budget Highlights

There are no new expenditures planned for this department.

<u>Account</u>		<u>FY 2015</u>	<u>FY 2015</u>	<u>FY 2016</u>	<u>YTD 12/31/15</u>	<u>FY 2016</u>	<u>FY 2017</u>
<u>Number</u>	<u>Account Description</u>	<u>Budget</u>	<u>Actual</u>	<u>Budget</u>	<u>Actual</u>	<u>Y/E Estimate</u>	<u>Proposed</u>
City Magistrate							
10-68-31000	PROFESSIONAL FEES	12,000	12,000	12,000	6,000	12,000	12,000
10-68-34000	CONTRACT SERVICES	36,000	34,747	36,000	17,374	34,747	26,000
	Total City Magistrate	48,000	46,747	48,000	23,374	46,747	38,000

Cemetery

The Cemetery Division was taken over by the Public Works Department of the City many years ago. It is the final resting place of generations of Bisbee residents, including many community pioneers. The Public Works administrative staff processes the sale of burial plots and records information such as the name, date of death, age, and location of those laid to rest for the permanent record, so as to be available for future generations.

The Public Works Department maintains the Cemetery grounds and intern cremains at the cemetery. The Evergreen Cemetery Committee advises the Mayor and Council on the repairs and needs of the cemetery.

Fiscal Year 2016-17 Budget Highlights

<u>Account</u>		<u>FY 2015</u>	<u>FY 2015</u>	<u>FY 2016</u>	<u>YTD 12/31/15</u>	<u>FY 2016</u>	<u>FY 2017</u>
<u>Number</u>	<u>Account Description</u>	<u>Budget</u>	<u>Actual</u>	<u>Budget</u>	<u>Actual</u>	<u>Y/E Estimate</u>	<u>Proposed</u>
Cemetery							
10-70-22550	SEWER AND GARBAGE SERV.	618	592	618	247	500	618
10-70-34000	CONTRACT SERVICES	1,000	0	1,000	0	0	1,000
10-70-34100	DOC WORKERS	500	0	500	0	300	500
10-70-42040	ADVERTISING	0	0	0	0	0	0
10-70-43500	POSTAGE	0	0	0	0	0	0
10-70-45100	DISPOSABLE EQUIP & TOOLS	500	595	500	92	200	500
10-70-45200	SAFETY EQUIP & SUPPLIES	0	163	0	0	0	0
10-70-46000	OPERATIONAL EXPENSES	5,400	2,598	5,400	626	2,000	5,400
10-70-50100	BLDG REPAIR & MAINT	1,300	0	1,300	0	1,000	1,300
	Total Cemetery	9,318	3,948	9,318	965	4,000	9,318

Building Maintenance

Building Maintenance is a division of the Public Works Department. Building Maintenance Division is performed by Public Works Staff assisted by DOC inmates. This division oversees general maintenance and janitorial work in City Hall, the Library, Police Station, Fire Station 81 and Fire Station 82, Senior Center, Old Bisbee Post Office, Public Works Administration Building, Pool, Parks Buildings, Pump House, Garage, and the Bisbee Municipal Airport.

The duties of this division consists of janitorial work, general repair and maintenance of City buildings and furnishings.

Fiscal Year 2016-17 Budget Highlights

Funds have been included in next year's budget for outside maintenance services to provide funding for issues outside staff resources and expertise.

<u>Account</u>		<u>FY 2015</u>	<u>FY 2015</u>	<u>FY 2016</u>	<u>YTD 12/31/15</u>	<u>FY 2016</u>	<u>FY 2017</u>
<u>Number</u>	<u>Account Description</u>	<u>Budget</u>	<u>Actual</u>	<u>Budget</u>	<u>Actual</u>	<u>Y/E Estimate</u>	<u>Proposed</u>
Building Maintenance							
10-74-34000	CONTRACT SERVICES	7,500	2,284	7,500	637	5,000	7,500
10-74-34100	DOC WORKERS	2,500	8,429	7,200	2,869	6,000	7,200
10-74-41500	OFFICE SUPPLIES	150	0	150	76	150	150
10-74-42050	NON CAP ADMIN EQUIP/FURNITURE	1,500	0	500	1,531	3,000	1,500
10-74-45100	DISPOSABLE EQUIP & TOOLS	2,000	1,895	2,000	0	1,000	2,000
10-74-45200	SAFETY EQUIP & SUPPLIES	300	0	300	0	0	300
10-74-45300	CUSTODIAL SUPPLIES	7,500	6,894	5,000	2,860	6,000	5,000
10-74-46000	OPERATIONAL SUPPLIES	0	0	0	653	1,400	1,000
10-74-50100	BLDG REPAIR & MAINT	20,000	16,035	20,000	5,918	15,000	16,000
10-74-55000	EQUIPMENT REPAIR & MAINT	2,000	672	2,000	0	0	2,000
10-74-62003	GASOLINE	2,000	1,074	300	0	0	300
	Total Bldg Maint	45,450	37,283	44,950	14,544	37,550	42,950

Public Works Administration

Public Works Administration employs the central staff of the Public Works Department, which manages 12 divisions and supports all other city departments. The majority of the administrative costs of the Public Works Department are funded here, although a portion of the personnel costs for administration staff are paid from the Sewer Fund, the Streets Fund, and the Sanitation Fund. The administrative staff consists of the Public Works Director and the Administrative Assistants. The administrative paper work for all Public Works Divisions are processed by the Public Works Administration staff.

Fiscal Year 2016-17 Budget Highlights

This budget includes no new programs.

<u>Account</u>		<u>FY 2015</u>	<u>FY 2015</u>	<u>FY 2016</u>	<u>YTD 12/31/15</u>	<u>FY 2016</u>	<u>FY 2017</u>
<u>Number</u>	<u>Account Description</u>	<u>Budget</u>	<u>Actual</u>	<u>Budget</u>	<u>Actual</u>	<u>Y/E Estimate</u>	<u>Proposed</u>
PW Admin							
10-75-11000	SALARIES - GENERAL	77,027	79,221	66,351	33,147	57,970	52,098
10-75-11001	OVERTIME - GENERAL	0	536	0	981	981	0
10-75-11100	F.I.C.A.	4,871	4,828	4,114	2,067	3,655	3,230
10-75-11200	MEDICARE	1,139	1,129	962	483	855	755
10-75-11300	A.S.R.S.	8,935	9,245	7,610	3,803	6,762	5,981
10-75-11500	MEDICAL INSURANCE	10,846	5,138	8,042	1,473	4,505	7,442
10-75-11501	STANDARD DISABILITY INSURANCE	808	494	302	294	401	252
10-75-11505	DEFERRED COMP	1,542	1,542	1,339	659	1,247	1,177
10-75-11510	DENTAL INSURANCE	985	985	956	469	883	828
10-75-11600	LIFE INSURANCE	194	187	168	80	74	148
10-75-11700	WORKERS COMPENSATION	272	405	177	88	177	123
	PW Admin Personnel Costs	106,619	103,710	90,021	43,544	77,510	72,034
10-75-13100	BUSINESS TRAVEL	1,500	58	500	324	324	500
10-75-13200	SUBSCRIPTIONS & DUES	500	450	500	0	0	500
10-75-13400	EDUCATION & TRAINING	1,000	149	500	1,318	1,318	500
10-75-21000	ELECTRIC	2,500	1,008	1,400	205	400	1,400
10-75-22000	WATER	500	266	300	159	320	300
10-75-22550	SEWER AND GARBAGE SERV.	1,039	993	850	414	850	850
10-75-23000	GAS	1,300	544	600	256	600	600
10-75-24000	TELEPHONE & FAX	1,300	1,929	2,600	647	1,300	2,600
10-75-24001	INTERNET ACCESS FEES	1,200	107	14	0	0	14
10-75-31000	PROFESSIONAL FEES	0	2,975	500	0	0	6,000
10-75-34000	CONTRACT SERVICES	4,000	6,490	4,500	2,503	5,000	5,000
10-75-34100	DOC WORKERS	0	268	0	0	0	0
10-75-36000	MAINTENANCE & SUPPORT AGREEMNTS	400	0	0	0	0	0
10-75-41500	OFFICE SUPPLIES	6,000	3,256	3,100	2,209	3,100	3,500
10-75-42000	ADMIN SPECIAL SUPPLIES	1,500	0	500	1,593	1,600	2,000
10-75-42020	PRINTING & REPRODUCTION	2,500	1,212	360	145	210	1,500
10-75-42040	ADVERTISING	1,000	201	100	0	0	100
10-75-42050	NON CAPITAL ADMIN EQUIP/FURN	2,500	0	0	128	128	0
10-75-43500	POSTAGE	200	154	200	112	200	200
10-75-45100	DISPOSABLE EQUIP & TOOLS	200	25	0	0	0	0
10-75-45300	CUSTODIAL SUPPLIES	1,000	1,526	2,000	1,041	2,000	2,000
10-75-46000	OPERATIONAL EXPENSES	750	11,888	50	407	450	50
10-75-47000	PERMITS & LICENSES	0	0	0	0	0	0
10-75-50100	BLDG REPAIR & MAINT	750	0	0	0	0	0
10-75-55000	EQUIPMENT REPAIR & MAINT	500	0	0	0	0	0
10-75-62003	GASOLINE	2,400	4,353	4,500	625	1,250	2,500
	Total PW Admin	141,158	141,562	113,095	55,630	96,560	102,148

Public Works Garage

The City of Bisbee operates a garage for the purpose of maintaining its fleet of motorized vehicles and equipment. The fleet includes automobiles, garbage trucks, sweepers, power vacuum, excavators, mowers , motor graders, police, and fire emergency vehicles used by the various departments of the City.

Fiscal Year 2016-17 Budget Highlights

This budget includes the addition of a heavy fleet mechanic. The City continues to utilize service agreements (IGAs) with Cochise County Fleet and Heavy Fleet Operations, and the City of Sierra Vista for major mechanical work on the vehicle and equipment fleet if needed.

<u>Account</u>		<u>FY 2015</u>	<u>FY 2015</u>	<u>FY 2016</u>	<u>YTD 12/31/15</u>	<u>FY 2016</u>	<u>FY 2017</u>
<u>Number</u>	<u>Account Description</u>	<u>Budget</u>	<u>Actual</u>	<u>Budget</u>	<u>Actual</u>	<u>Y/E Estimate</u>	<u>Proposed</u>
PW Garage							
10-77-11000	SALARIES - GENERAL	34,507	35,796	34,507	27,191	46,900	85,405
10-77-11001	OVERTIME - GENERAL	7,500	684	7,500	4,550	7,500	7,500
10-77-11050	SALARIES - PART TIME	0	1,370	0	11,158	11,158	0
10-77-11100	F.I.C.A.	2,655	2,384	2,604	2,628	4,065	5,760
10-77-11200	MEDICARE	621	557	609	615	951	1,347
10-77-11300	A.S.R.S.	4,873	4,103	4,818	3,641	7,520	10,665
10-77-11500	MEDICAL INSURANCE	5,708	5,708	4,874	3,151	7,877	10,264
10-77-11501	STANDARD DISABILITY INSURANCE	201	170	185	170	387	433
10-77-11505	DEFERRED COMP	811	811	811	541	1,352	1,623
10-77-11510	DENTAL INSURANCE	622	622	641	427	1,068	1,282
10-77-11600	LIFE INSURANCE	102	102	102	68	170	204
10-77-11700	WORKERS COMPENSATION	1,701	1,447	1,300	1,117	2,554	2,558
	PW Garage Personnel Costs	59,301	53,754	57,951	55,257	91,502	127,041
10-77-12300	UNIFORMS & CLOTHING	200	100	200	82	160	200
10-77-13400	EDUCATION & TRAINING	2,500	0	1,000	0	0	1,000
10-77-21000	ELECTRIC	3,250	3,056	3,250	1,510	3,250	3,250
10-77-22550	SEWER AND GARBAGE SERV.	1,072	1,026	1,072	427	1,072	1,077
10-77-23000	GAS	400	1,452	800	307	800	800
10-77-24000	TELEPHONE & FAX	1,800	1,820	1,700	969	1,700	1,700
10-77-24001	INTERNET ACCESS	840	0	0	0	0	0
10-77-34000	CONTRACT SERVICES	5,000	6,147	5,000	4,849	5,000	6,500
10-77-34100	DOC WORKERS	500	294	500	364	500	800
10-77-41500	OFFICE SUPPLIES	500	0	100	0	100	100
10-77-45100	DISPOSABLE EQUIP & TOOLS	1,100	313	500	701	750	4,000
10-77-45200	SAFETY EQUIP & SUPPLIES	600	0	250	0	0	250
10-77-45300	CUSTODIAL SUPPLIES	350	611	350	266	500	350
10-77-46000	OPERATIONAL EXPENSES	600	896	500	231	500	1,000
10-77-50100	BLDG REPAIR & MAINT	5,000	3,048	5,000	304	600	5,000
10-77-55000	EQUIPMENT REPAIR & MAINT	4,000	1,138	2,500	462	900	2,500
10-77-55200	NON CAPITAL EQUIPMENT PURCHASES	1,000	156	1,000	0	500	1,000
10-77-61000	VEHICLE PARTS & LABOR	5,000	3,699	5,000	4,112	5,000	5,000
10-77-61010	CONTRACTED VEHICLE REPAIR	0	0	0	0	0	0
10-77-62003	GASOLINE	1,000	0	1,000	36	150	1,000
10-77-62007	OTHER FLUIDS & LUBRICANTS	12,000	8,919	12,000	3,264	6,500	12,000
	Total PWGarage	106,013	86,429	99,673	73,141	119,484	174,568

Building Inspector

The Building Inspection and Code Enforcement Officer issues building permits, reviews plans, conducts inspections, and responds to concerns regarding Building, Zoning and City code violations. The Building Inspection and Code Enforcement Officer endeavors to assure compliance with the City's various codes and thereby improve or protect the health and safety of Bisbee residents.

In addition, he is the staff liaison to the Design Review Board and acts as support staff to the Planning and Zoning Commission and the Board of Adjustment.

The Building Inspector is also a member of the site planning committee which reviews site plans for certain developments in the city, performs inspections for business licenses, and assist with the development of the GIS system, Zoning Maps, and Zoning Code Changes.

Fiscal Year 2016-17 Budget Highlights

This budget includes no new programs.

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<u>Number</u>	<u>Account Description</u>	<u>Budget</u>	<u>Actual</u>	<u>Budget</u>	<u>Actual</u>	<u>Y/E Estimate</u>	<u>Proposed</u>
Building Inspector							
10-79-11000	SALARIES - GENERAL	36,046	38,259	39,749	19,812	40,685	41,746
10-79-11001	OVERTIME - GENERAL	1,300	317	1,300	76	152	1,300
10-79-11100	F.I.C.A.	2,366	2,410	2,545	1,258	2,532	2,669
10-79-11200	MEDICARE	553	564	595	294	592	624
10-79-11300	A.S.R.S.	4,332	4,467	4,708	2,281	4,684	4,942
10-79-11500	MEDICAL INSURANCE	5,708	5,708	4,874	2,363	4,726	5,132
10-79-11501	STANDARD DISABILITY INSURANCE	210	228	248	145	290	248
10-79-11505	DEFERRED COMP	811	854	811	406	811	811
10-79-11510	DENTAL INSURANCE	228	247	235	117	235	235
10-79-11600	LIFE INSURANCE	102	102	102	51	102	102
10-79-11700	WORKERS COMPENSATION	963	954	797	335	734	744
	Bldg Inspector Personnel Costs	52,619	54,110	55,964	27,138	55,543	58,553
10-79-12300	UNIFORMS & CLOTHING	300	100	300	89	200	300
10-79-13100	BUSINESS TRAVEL	400	0	550	11	11	400
10-79-13400	EDUCATION & TRAINING	1,000	406	1,000	168	168	1,000
10-79-13500	SUBSCRIPTIONS & MEMBERSHIPS	250	0	250	0	0	250
10-79-24000	TELEPHONE & FAX	250	219	250	110	250	250
10-79-31000	PROFESSIONAL FEES	1,000	65	1,000	0	1,000	1,000
10-79-41500	OFFICE SUPPLIES	300	190	300	28	300	300
10-79-41602	ADMIN SPECIAL SUPPLIES	0	12	0	0	0	0
10-79-42030	BOOKS & REFERENCE MATERIALS	1,000	210	1,000	0	500	1,000
10-79-42040	ADVERTISING	0	0	0	98	98	0
10-79-42050	NON CAP ADMIN EQUIP/FURN	1,500	96	1,500	0	0	500
10-79-43500	POSTAGE	300	538	300	120	300	300
10-79-45100	DISPOSABLE EQUIP & TOOLS	200	0	200	0	0	200
	Total Bldg Inspector	59,119	55,946	62,614	27,762	58,370	64,053

Parks Maintenance

The function of Parks includes parks maintenance, special events, and recreation programs. Parks has two employees who maintain City parks and assist with events. There is an established Parks and Recreation Committee to advise and recommend to City Council regarding various park and recreation functions. In addition, community volunteers assist with the maintenance and planting at various parks through the Adopt-A-Park program.

The City provides twelve developed parks that total 5.85 acres for recreational use. Vista Park is the largest at 2.63 acres while the others are significantly smaller. The department, with the assistance of the Parks and Recreation Committee, is currently evaluating every park to update the Master Parks Plan. In addition, the committee and department are evaluating the needs of the pool and recreational programming.

City events play a large role in activities for residents and tourists, which include Fourth of July Coaster Race activities and Festival of Lights. City sponsored events include the Farmer's Market, Earth Day, Copper Classic Car Show, Fourth of July activities, Brewery Gulch Daze, Bisbee Blues Festival, and the Bisbee Bloomers Garden Tour. Approximately 150 Park, Facility, and Right-of-Way Use Permits are processed each year for events and recreational use. These permits are coordinated by administrative staff.

Fiscal Year 2016-17 Budget Highlights

This budget reflects funding to complete the lights project on Main Street.

<u>Account</u>		<u>FY 2015</u>	<u>FY 2015</u>	<u>FY 2016</u>	<u>YTD 12/31/15</u>	<u>FY 2016</u>	<u>FY 2017</u>
<u>Number</u>	<u>Account Description</u>	<u>Budget</u>	<u>Actual</u>	<u>Budget</u>	<u>Actual</u>	<u>Y/E Estimate</u>	<u>Proposed</u>
Parks							
10-80-11000	SALARIES - GENERAL	61,922	52,625	61,069	17,002	33,496	36,485
10-80-11001	OVERTIME - GENERAL	2,400	3,037	2,400	2,628	2,800	6,000
10-80-11050	SALARIES - PART TIME	0	0	0	4,334	9,983	11,440
10-80-11100	F.I.C.A.	4,985	3,491	3,935	1,502	2,869	3,343
10-80-11200	MEDICARE	1,166	817	920	351	671	782
10-80-11300	A.S.R.S.	7,461	6,425	7,280	2,230	4,163	4,476
10-80-11500	MEDICAL INSURANCE	11,417	10,465	9,748	3,544	5,907	5,132
10-80-11501	STANDARD DISABILITY INSURANCE	360	283	339	143	231	175
10-80-11505	DEFERRED COMP	1,623	1,555	1,623	676	1,082	811
10-80-11510	DENTAL INSURANCE	456	573	469	176	293	235
10-80-11600	LIFE INSURANCE	204	187	204	77	128	102
10-80-11700	WORKERS COMPENSATION	360	2,426	2,182	687	1,451	1,650
10-80-11800	STATE UNEMPLOYMENT	0	0	0	0	0	0
Parks Personnel Costs		92,354	81,884	90,169	33,350	63,074	70,631
10-80-12300	UNIFORMS & CLOTHING	200	0	200	100	200	200
10-80-21000	ELECTRIC	2,800	2,088	2,800	1,320	2,800	2,800
10-80-22000	WATER	20,000	22,846	20,000	16,100	32,200	28,000
10-80-22550	SEWER AND GARBAGE SERV.	2,473	2,367	2,473	986	2,000	2,473
10-80-24000	TELEPHONE & FAX	220	384	220	275	550	220
10-80-34000	CONTRACT SERVICES	6,000	3,910	6,000	1,850	4,000	4,500
10-80-34100	DOC WORKERS	3,000	8,495	9,000	3,723	8,000	9,000
10-80-45300	CUSTODIAL SUPPLIES	2,400	1,632	2,400	1,925	4,000	2,400
10-80-46000	OPERATIONAL EXPENSES	9,000	7,826	9,000	3,540	7,000	8,000
10-80-46801	REC PROGRAMS/ SPECIAL EVENTS	7,500	7,588	7,500	1,984	4,000	6,500
10-80-46802	LANDSCAPING MATERIALS	6,000	7,299	6,000	1,781	6,000	6,000
10-80-50100	BLDG REPAIR & MAINT	5,000	5,504	5,000	2,691	5,000	5,000
10-80-50110	BLDG REPAIR & MAINT - VANDALISM	5,000	686	5,000	1,402	3,000	4,000
10-80-55000	EQUIPMENT REPAIR & MAINT	2,000	357	2,000	96	500	2,000
10-80-55100	REPAIRS & MAINT - OTHER	500	254	500	183	300	500
10-80-55200	NON CAP EQUIP PURCHASES	1,000	1,004	1,000	0	1,000	1,000
10-80-61000	REPAIRS & MAINT - VEHICLE	1,500	1,472	1,500	194	500	1,500
10-80-62003	GASOLINE	4,000	5,744	4,000	2,300	4,600	4,000
10-80-62004	DIESEL	0	56	0	0	0	0
10-80-62007	OTHER FLUIDS & LUBRICANTS	300	0	300	0	0	300
Total Parks		171,247	161,396	175,062	73,800	148,724	159,024

Swimming Pool

The Bisbee Municipal Swimming Pool is a long-standing feature of Bisbee recreation. The City of Bisbee was awarded a grant for \$47,500 from Arizona State Parks in 1967 to build the pool for the youth of Bisbee. Total project cost was \$95,000 and was completed in 1969. It included a large pool with a diving board, a baby pool, and a building for change rooms. Since then, a Ramada with picnic tables was added, the original diving board was removed, and the change rooms have been restructured.

Fiscal Year 2016-17 Budget Highlights

This budget includes funding only for the operation of the pool. Major repairs are needed to the pool for ADA compliance which must be addressed this budget year prior to reopening the pool next year. The repair work is to be funded by the Youth Fund and required Council approval.

<u>Account</u>		<u>FY 2015</u>	<u>FY 2015</u>	<u>FY 2016</u>	<u>YTD 12/31/15</u>	<u>FY 2016</u>	<u>FY 2017</u>
<u>Number</u>	<u>Account Description</u>	<u>Budget</u>	<u>Actual</u>	<u>Budget</u>	<u>Actual</u>	<u>Y/E Estimate</u>	<u>Proposed</u>
Swimming Pool							
10-81-21000	ELECTRIC	7,200	7,158	7,200	4,204	8,400	7,200
10-81-22000	WATER	5,600	5,396	5,600	2,322	5,600	5,600
10-81-24000	TELEPHONE & FAX	500	446	500	232	500	500
10-81-34000	CONTRACT SERVICES	350	50	350	0	0	350
10-81-45100	DISPOSABLE EQUIP & TOOLS	450	0	450	0	450	450
10-81-45300	CUSTODIAL SUPPLIES	0	262	0	74	150	0
10-81-46000	OPERATIONAL EXPENSES	600	7,741	600	3,825	10,000	1,000
10-81-47000	PERMITS & LICENSES	0	100	0	0	0	0
10-81-50100	BLDG REPAIR & MAINT	4,000	7,384	4,000	286	2,000	4,000
Total Pool		18,700	28,537	18,700	10,943	27,100	19,100

Copper Queen Library

The Copper Queen Library, Arizona's oldest continuously-operating public library, is owned and operated by the City. It was established in 1882 and has served the residents of Bisbee from its current location at 6 Main Street in the Downtown Historic District since 1907. The mission of the Copper Queen Library is to provide Bisbee residents of all ages with opportunities to:

- 1) achieve self-directed, personal growth and development;
- 2) find, evaluate, and use information in a variety of formats;
- 3) better understand the various cultures represented in Bisbee.

To further its mission, the Library 1) acquires and organizes information in a variety of media, including books, newspapers, magazines, video and sound recordings, software, and the Internet; 2) helps train the public in library usage; 3) borrows and lends materials throughout Cochise County and the United States via the Interlibrary Loan system; 4) offers educational and informational programs free to the public; and 5) provides free meeting facilities for civic groups and other organizations.

The Library elevator makes its services, programs, and collections accessible to all; additionally, both its Interlibrary Loan Service and its partnership with the Cochise County Library District enable the library to provide services to blind and physically handicapped residents.

The Library is staffed by a full-time Library Coordinator and two part-time Library assistants/clerks. The library also received over 2,400 hours of assistance from volunteers last year, along with substantial additional financial and volunteer assistance from the Friends of the Copper Queen Library.

Fiscal Year 2016-17 Budget Highlights

Funding of \$17,000 for building maintenance is included in this budget.

<u>Account</u>		<u>FY 2015</u>	<u>FY 2015</u>	<u>FY 2016</u>	<u>YTD 12/31/15</u>	<u>FY 2016</u>	<u>FY 2017</u>
<u>Number</u>	<u>Account Description</u>	<u>Budget</u>	<u>Actual</u>	<u>Budget</u>	<u>Actual</u>	<u>Y/E Estimate</u>	<u>Proposed</u>
Library							
10-83-11000	SALARIES - GENERAL	81,182	81,201	83,057	42,523	58,363	34,320
10-83-11001	OVERTIME - GENERAL	0	0	0	70	70	0
10-83-11050	SALARIES - PART TIME	20,675	15,750	20,873	6,192	15,645	30,753
10-83-11100	F.I.C.A.	6,416	6,039	6,444	3,052	4,593	4,035
10-83-11200	MEDICARE	1,500	1,412	1,507	714	1,074	944
10-83-11300	A.S.R.S.	9,417	9,438	9,527	3,736	6,694	3,940
10-83-11500	MEDICAL INSURANCE	11,417	11,417	9,748	3,544	5,513	5,132
10-83-11501	STANDARD DISABILITY INSURANCE	400	346	378	157	257	200
10-83-11505	DEFERRED COMP	1,623	1,623	1,623	702	1,040	811
10-83-11510	DENTAL INSURANCE	456	456	469	176	274	235
10-83-11600	LIFE INSURANCE	204	204	204	77	120	102
10-83-11700	WORKERS COMPENSATION	360	683	520	174	220	154
10-83-11800	STATE UNEMPLOYMENT	0	0	0	0	0	0
	Library Personnel Costs	133,650	128,569	134,350	61,117	93,863	80,626
10-83-13100	BUSINESS TRAVEL	500	398	500	0	500	500
10-83-13400	EDUCATION & TRAINING	1,500	1,365	1,500	0	1,500	1,500
10-83-13500	SUBSCRIPTIONS & MEMBERSHIPS	350	280	350	0	350	350
10-83-21000	ELECTRIC	11,120	9,027	11,120	3,764	8,000	11,120
10-83-22000	WATER	1,100	767	1,100	377	800	1,100
10-83-22550	SEWER AND GARBAGE SERV.	1,293	1,237	1,293	516	1,293	1,293
10-83-24000	TELEPHONE & FAX	4,500	4,904	4,900	2,257	4,900	4,900
10-83-34000	CONTRACT SERVICES	4,000	3,840	4,000	793	4,000	4,480
10-83-34100	DOC WORKERS	1,000	788	1,000	288	1,000	1,000
10-83-41500	OFFICE SUPPLIES	2,200	426	2,200	0	2,200	2,200
10-83-42040	ADVERTISING	100	0	100	0	100	100
10-83-42050	NON CAP ADMIN EQUIP/FURN	1,200	0	1,200	0	1,200	1,200
10-83-43500	POSTAGE	2,800	2,327	2,800	1,416	2,800	2,800
10-83-45300	CUSTODIAL SUPPLIES	1,000	698	1,000	407	1,000	900
10-83-46000	OPERATIONAL EXPENSES	2,550	1,497	2,550	125	2,550	2,550
10-83-46831	BOOKS	7,000	5,600	7,500	4,793	7,500	7,500
10-83-46832	AUDIO VISUAL MATERIALS	1,000	0	1,500	0	1,500	1,500
10-83-46833	CHILDRENS MATERIAL	1,000	665	1,500	0	1,500	1,200
10-83-46834	PERIODICALS	2,600	2,319	2,800	236	2,800	2,800
10-83-46835	ELECTRONIC MEDIA	1,300	963	1,400	500	1,400	1,400
10-83-50100	BLDG REPAIR & MAINT	20,000	1,829	20,000	395	500	20,000
10-83-55000	EQUIPMENT REPAIR & MAINT	500	167	500	142	500	500
	Total Library	202,263	167,666	205,163	77,126	141,756	151,519

Senior Center

The Bisbee Senior Center provides activities and programming for the City's senior population. The Senior Center provides space for Southeastern Arizona Governments Organization (SEAGO) Area Agency on Aging. This building is maintained and operated by Public Works.

Fiscal Year 2016-17 Budget Highlights

No changes are budgeted for this department.

<u>Account</u>		<u>FY 2015</u>	<u>FY 2015</u>	<u>FY 2016</u>	<u>YTD 12/31/15</u>	<u>FY 2016</u>	<u>FY 2017</u>
<u>Number</u>	<u>Account Description</u>	<u>Budget</u>	<u>Actual</u>	<u>Budget</u>	<u>Actual</u>	<u>Y/E Estimate</u>	<u>Proposed</u>
Sr. Center							
10-85-21000	ELECTRIC	7,250	5,846	7,250	3,241	6,400	6,500
10-85-22000	WATER	1,100	1,167	1,100	466	1,100	1,100
10-85-22550	SEWER AND GARBAGE SERV.	657	782	657	326	657	657
10-85-23000	GAS	1,700	3,658	1,700	1,581	1,700	2,500
10-85-24000	TELEPHONE & FAX	800	785	800	397	800	800
10-85-24001	INTERNET ACCESS FEES	900	714	900	357	700	900
10-85-34000	CONTRACT SERVICES	1,000	749	1,000	275	550	1,000
10-85-34085	COORDINATOR CONTRIBUTION	7,400	7,400	7,400	3,700	7,400	7,400
10-85-34100	DOC WORKERS	0	1,311	1,000	731	1,000	1,000
10-85-45300	CUSTODIAL SUPPLIES	650	692	650	542	650	650
10-85-50100	BLDG REPAIR & MAINT	2,800	1,361	1,000	558	1,000	1,000
	Total Sr. Center	24,257	24,465	23,457	12,174	21,957	23,507

Contingency

In order to provide for unexpected expenses, emergencies, and opportunities, it is necessary to appropriate funds as a contingency.

Fiscal Year 2016-17 Budget Highlights

This budget reflects a \$100,000 contingency allocation.

<u>Account</u>		<u>FY 2015</u>	<u>FY 2015</u>	<u>FY 2016</u>	<u>YTD 12/31/15</u>	<u>FY 2016</u>	<u>FY 2017</u>
<u>Number</u>	<u>Account Description</u>	<u>Budget</u>	<u>Actual</u>	<u>Budget</u>	<u>Actual</u>	<u>Y/E Estimate</u>	<u>Proposed</u>
Contingency							
10-99-99100	UNASSIGNED EXPENSES	100,000	8,805	100,000	0	0	100,000
	Total Contingency	100,000	8,805	100,000	0	0	100,000

Total Expenses - General Fund \$6,650,402 \$6,417,936 \$7,429,597 \$3,531,476 \$7,001,980 \$7,417,501

Government Grants

This fund accounts for government grants such as CDBG. The Community Development Block Grant (CDBG) funds are federal entitlement dollars that are awarded to cities and towns in every state. Rural communities receive their share in an allocation from the State. Bisbee's CDBG funds are managed by SEAGO. Current CDBG allocations are being used to improve the drainage and streets in the TinTown neighborhood.

Fiscal Year 2016-17 Budget Highlights

Other Government Grants for this budget include:

- CDBG allocation for Phase I improvements to the drainage and streets in the Tintown neighborhood.

<u>Account</u>		<u>FY 2015</u>	<u>FY 2015</u>	<u>FY 2016</u>	<u>YTD 12/31/15</u>	<u>FY 2016</u>	<u>FY 2017</u>
<u>Number</u>	<u>Account Description</u>	<u>Budget</u>	<u>Actual</u>	<u>Budget</u>	<u>Actual</u>	<u>Y/E Estimate</u>	<u>Proposed</u>
Government Grants							
11-30-22520	BAKERVILLE IV	0	0	0	0	0	0
11-30-22521	BAKERVILLE V	190,571	125,495	0	104,580	104,580	0
11-30-22522	TINTOWN PAVING & IMPR PHASE 1	0	0	203,000	0	3,000	214,600
Total Revenue for Gov. Grants		190,571	125,495	203,000	104,580	107,580	214,600
11-40-22520	BAKERVILLE IV	0	0	0	0	0	0
11-40-22521	BAKERVILLE V	190,571	117,175	0	54,210	104,580	0
11-40-22522	TINTOWN PAVING & IMPR PHASE 1	0	0	203,000	3,000	3,000	214,600
Total Expenses for Gov. Grants		190,571	117,175	203,000	57,210	107,580	214,600

Public Safety – Fire Grants

Each year, FEMA awards grants to eligible communities for the purchase of vehicles and equipment to enhance homeland security. In the past, this funding has enabled the City to purchase a Fire Engine.

Fiscal Year 2016-17 Budget Highlights

The proposed Fiscal Year 2016-17 budget includes a request through FEMA for a new fire truck at a cost of \$300,000, of which there is a 5% match.

<u>Account Number</u>	<u>Account Description</u>	<u>FY 2015 Budget</u>	<u>FY 2015 Actual</u>	<u>FY 2016 Budget</u>	<u>YTD 12/31/15 Actual</u>	<u>FY 2016 Y/E Estimate</u>	<u>FY 2017 Proposed</u>
PS-Fire Grants							
17-30-22501	FEMA (FIRE TRUCK)	285,000	0	285,000	0	329,215	285,000
17-30-22503	OTHER GRANTS	125,000	0	125,000	0	0	0
17-38-99964	TRANSFER FROM GF-GRANT MATCH	15,000	0	15,000	0	16,460	15,000
	Total Revenue-PS Grant	425,000	0	425,000	0	345,675	300,000
17-40-22501	FEMA (FIRE TRUCK)	300,000	0	300,000	0	345,675	300,000
17-40-22503	OTHER GRANTS	125,000	0	125,000	0	0	0
	Total Expenses-PS Grants	425,000	0	425,000	0	345,675	300,000

Transportation Grants

Transportation grants include grant funds received from the Arizona Department of Transportation and the Federal Aviation Administration for improvements to highway infrastructure and airport facilities.

Fiscal Year 2016-17 Budget Highlights

This year the budget includes funding for the Airport using funds from the Federal Aviation Administration and Arizona Department of Transportation Aeronautical Division. There is a match requirement of \$12,500.

<u>Account Number</u>	<u>Account Description</u>	<u>FY 2015 Budget</u>	<u>FY 2015 Actual</u>	<u>FY 2016 Budget</u>	<u>YTD 12/31/15 Actual</u>	<u>FY 2016 Y/E Estimate</u>	<u>FY 2017 Proposed</u>
Transportation Grants							
18-30-22519	FAA - AIRPORT ENTITLEMENT GRANT	150,000	0	415,000	0	0	150,000
18-30-22520	AIRPORT-PAPI	0	0	0	0	0	170,000
18-38-99950	TRANSFER FROM AIRPORT	0	0	35,000	0	0	12,500
	Total Revenue-Trans. Grant	150,000	0	450,000	0	0	332,500
18-40-22519	FAA - AIRPORT ENTITLEMENT GRANT	150,000	0	450,000	0	0	150,000
18-40-22520	AIRPORT-PAPI	0	0	0	0	0	182,500
	Total Expenses-Trans Grant	150,000	0	450,000	0	0	332,500

Visitor Center

The Bisbee Visitor Center serves as an official Arizona Office of Tourism designated local visitor information center. This center provides information about area attractions, recreational opportunities and hospitality amenities. As required by the Arizona Office of Tourism, the center also provides a variety of brochures, maps and information for the 5 tourist regions of the state. The center also provides relocation and school packets.

As a destination marketing organization, this office is responsible for securing and administering Arizona Office of Tourism Co-operative Marketing grants; City of Bisbee and Queen Mine Tour ad placements; marketing efforts including press releases, website ,and Face Book administration; hosting familiarization tours for film producers and travel writers, and serving on the Cochise County Tourism Council. The manager maintains the official travel website, www.discoverbisbee.com as well as the Discover Bisbee Arizona Face Book Page.

Funded primarily through the Transient Room Tax (BED TAX), the Visitor Center budget is supplemented with resources from the Queen Mine Tour Enterprise Fund. In November of 2014, Bisbee citizens approved an additional one percent of Transient Tax (Bed Tax) to promote Bisbee as a "overnight destination". The additional bed tax will expire in four years.

Accomplishments this year include hosting International Media familiarization tours and Travel Writers as well as assisting television producers and providing step-on tours for groups.

Fiscal Year 2016-17 Budget Highlights

Continued partnership with the Arizona Office of Tourism Marketing Cooperative resulting in additional advertising dollars that ultimately bring more visitors to Bisbee. Continued membership with the Cochise County Tourism Council, a regional destination marketing organization. The Bisbee Center has been contracted by the CCTC to fulfill requests generated by advertisement placements and the

<u>Account Number</u>	<u>Account Description</u>	<u>FY 2015 Budget</u>	<u>FY 2015 Actual</u>	<u>FY 2016 Budget</u>	<u>YTD 12/31/15 Actual</u>	<u>FY 2016 Y/E Estimate</u>	<u>FY 2017 Proposed</u>
Visitor Center							
20-38-51000	USE OF RESERVES	47,900	0	12,095	0	0	71,378
20-38-99010	TRANSFR FRM GEN FUND - BED TAX	92,000	98,698	85,910	52,043	104,086	107,145
20-38-99011	TRFS FROM GEN FUND-1% BED TAX	0	17,212	35,090	20,816	41,632	42,855
20-38-99059	TRANSFER FROM QM	16,000	16,000	16,000	8,000	15,000	16,000
Total Revenue-Visitor Center		155,900	131,910	149,095	80,859	161,718	237,378
20-40-11000	SALARIES - GENERAL	37,960	39,679	37,960	22,011	38,516	33,010
20-40-11001	OVERTIME - GENERAL	2,000	1,834	2,000	0	0	2,000
20-40-11050	SALARIES - PART TIME	14,461	8,361	9,641	199	199	9,641
20-40-11100	F.I.C.A.	3,424	3,345	3,075	1,399	2,400	2,768
20-40-11200	MEDICARE	801	782	719	327	561	647
20-40-11300	A.S.R.S.	6,313	4,752	4,583	2,103	4,418	4,019
20-40-11500	MEDICAL INSURANCE	5,708	5,708	4,874	2,678	5,041	5,132
20-40-11501	STANDARD DISABILITY INSURANCE	221	167	248	113	4,726	195
20-40-11505	DEFERRED COMP	811	831	811	460	811	811
20-40-11510	DENTAL INSURANCE	228	228	235	160	235	235
20-40-11600	LIFE INSURANCE	66	29	102	52	102	102
20-40-11700	WORKERS COMPENSATION	192	721	132	116	232	106
20-40-11800	STATE UNEMPLOYMENT	0	0	0	0	0	0
Visitor Center Personnel Costs		72,185	66,437	64,380	29,618	57,241	58,666
20-40-13100	BUSINESS TRAVEL	1,000	0	1,000	0	500	3,000
20-40-13101	BUSINESS TRAVEL-OVERNIGHT DEST	0	0	0	0	0	7,000
20-40-13400	EDUCATION & TRAINING	2,190	867	2,190	115	0	1,000
20-40-13500	SUBSCRIPTIONS & MEMBERSHIPS	50	0	50	0	25	50
20-40-24000	TELEPHONE & FAX	2,800	1,615	2,800	809	1,600	2,800
20-40-31000	PROFESSIONAL FEES	0	0	0	0	0	3,500
20-40-34000	CONTRACT SERVICES	13,750	50	13,750	394	2,000	2,137
20-40-34001	CONTRACT SER - OVERNIGHT DEST	0	0	0	17,127	17,127	15,000
20-40-36000	MAINTENANCE & SUPPORT AGREEMNTS	200	0	200	0	50	700
20-40-41500	OFFICE SUPPLIES	1,500	194	1,500	378	700	1,000
20-40-42020	PRINTING & REPRODUCTION	6,500	5,162	6,500	619	5,000	5,000
20-40-42021	PRINTING & REPRODUCTION-OVERNIGHT D	0	0	0	0	0	5,000
20-40-42040	ADVERTISING	50,000	59,458	50,000	28,161	50,000	50,000
20-40-42041	ADVERTISING-OVERNIGHT DEST	0	0	0	0	0	25,000
20-40-42050	NON CAP ADMIN EQUIP/FURN	2,700	27	2,700	695	695	3,000
20-40-43120	OTHER FEES	25	0	25	0	0	25
20-40-43500	POSTAGE	2,000	5,910	3,000	2,197	4,400	3,000
20-40-46000	OPERATIONAL EXPENSES	500	(55)	500	0	0	500
20-40-46001	OPERATIONAL EXPENSES-OVERNIGHT DES	0	0	0	0	300	500
20-40-62003	GASOLINE	500	0	500	0	0	500
20-40-99099	TRANS TO CAPITAL PROJECTS-OVERNIGHT	0	0	0	0	0	50,000
Total Expenses-Visitor Center		155,900	139,665	149,095	80,113	139,638	237,378

Streets Fund

This fund pays for the operation and maintenance of City streets, rights of way and street lighting throughout the City. The main source of funding for the Streets Fund is the Highway User Revenue Fund (HURF). The Streets Division consists of three full-time permanent employees. The primary function of this department is maintenance of City streets, alleys, sidewalks, trees, stairs, other properties, and rights-of-way. Typical duties consist of patching and repairing streets, maintaining and repairing drainage channels, repainting traffic control markings such as cross walks, repairing, replacing, or installing traffic and pedestrian signage, and controlling vegetation, which may impede vehicular or pedestrian traffic, or the visibility of signs or markers. Other duties include the preparation for all events conducted in the City, not the least of which is the 4th of July, and the clean-up after the events.

There are 42 miles of local streets and 15,447 lineal feet of stairs in the City which are maintained by this fund. Since the City discourages the use of herbicides, the vegetation must be cleared manually on both the roadside and the stairs. There are over a dozen major drainage ways in the City that must be cleared and cleaned after storm activity. The guardrails and handrails on both the stairs and the drainage ways must be maintained and the retaining walls in Bisbee that belong to the City must be preserved.

Fiscal Year 2016-17 Budget Highlights

This budget also includes sales tax revenues which are available for improvement, street drainage and infrastructure projects. We have purchased a used Lee Boy Asphalt lay down machine and the additional equipment necessary to pave streets.

<u>Account Number</u>	<u>Account Description</u>	<u>FY 2015 Budget</u>	<u>FY 2015 Actual</u>	<u>FY 2016 Budget</u>	<u>YTD 12/31/15 Actual</u>	<u>FY 2016 Y/E Estimate</u>	<u>FY 2017 Proposed</u>
Streets							
21-31-20000	H.U.R.F. GAS TAX	393,027	394,196	405,145	195,403	390,806	385,188
21-36-10500	CEMETERY OPEN/CLOSE FEES	5,000	7,650	6,000	2,650	5,300	6,000
21-36-11060	STREET PAVEMENT CUT FEES	5,000	8,835	15,000	7,000	14,000	10,000
21-36-21000	INTEREST INCOME (LGIP)	0	2	0	0	1	0
21-38-51000	USE OF RESERVES	0	0	53,240	0	0	0
21-38-99010	TRANSFERS FROM GEN FUND	0	0	0	11,341	11,341	0
21-38-99011	SALES TAX INCR - 1%	380,000	230,650	703,560	337,190	674,380	703,000
21-38-99909	TRFS FROM CIP TO STREETS	0	7,126	0	0	0	0
Total Revenue-Streets		783,027	648,459	1,182,945	553,584	1,095,828	1,104,188
21-40-11000	SALARIES - GENERAL	71,595	72,475	71,991	41,568	92,201	104,491
21-40-11001	OVERTIME - GENERAL	4,000	3,736	4,000	3,367	8,000	4,000
21-40-11100	F.I.C.A.	4,793	4,770	4,711	2,818	6,212	6,726
21-40-11200	MEDICARE	1,121	1,116	1,102	659	1,453	1,573
21-40-11300	A.S.R.S.	8,769	8,828	8,716	5,126	11,493	12,455
21-40-11500	MEDICAL INSURANCE	11,987	11,987	10,236	5,734	12,941	15,910
21-40-11501	STANDARD DISABILITY INSURANCE	382	394	450	251	546	603
21-40-11505	DEFERRED COMP	1,704	1,704	1,704	985	2,222	2,515
21-40-11510	DENTAL INSURANCE	1,306	1,462	1,346	574	1,551	1,986
21-40-11600	LIFE INSURANCE	214	213	214	123	279	316
21-40-11700	WORKERS COMPENSATION	9,665	9,223	6,885	3,670	8,760	9,070
21-40-11800	STATE UNEMPLOYMENT	0	0	0	0	0	0
Streets Personnel Costs		115,536	115,908	111,355	64,875	145,658	159,645
21-40-12300	UNIFORMS & CLOTHING	0	200	0	0	0	200
21-40-12500	RECRUITMENT/EMPLOYEE TESTING	400	0	200	0	0	200
21-40-13100	BUSINESS TRAVEL	400	48	200	0	0	200
21-40-13400	EDUCATION & TRAINING	1,200	251	1,200	269	269	1,200
21-40-21000	ELECTRIC	95,100	85,209	102,260	36,888	90,000	104,000
21-40-23000	GAS	750	726	520	153	300	520
21-40-24000	TELEPHONE & FAX	650	440	450	221	450	450
21-40-34000	CONTRACT SERVICES	6,000	975	1,000	588	1,200	1,000
21-40-34100	DOC WORKERS	8,000	1,932	2,500	671	1,400	2,500
21-40-37000	PROPERTY, CASUALTY, LIABILITY	40,000	38,429	40,000	27,434	40,000	40,000
21-40-37100	INSURANCE CLAIMS & DEDUCTIBLES	2,500	200	1,000	1,404	2,000	2,000
21-40-41500	OFFICE SUPPLIES	350	0	0	0	0	350
21-40-45100	DISPOSABLE EQUIP & TOOLS	4,000	3,817	6,000	1,206	2,000	4,500
21-40-45101	DISPOS EQUIP & TOOL-SALES TAX	0	2,270	0	0	0	0
21-40-45200	SAFETY EQUIP & SUPPLIES	900	800	1,200	604	1,200	1,500
21-40-46000	OPERATIONAL EXPENSES	19,000	17,868	19,000	4,720	10,000	19,000
21-40-46210	STREET REPAIR MAT - SALES TAX	0	10,305	0	238,465	250,000	360,380
21-40-46211	STREET REPAIR MATERIAL	37,241	35,426	353,560	36,897	100,000	121,543
21-40-46212	CONTRACTED STREET REPAIR	0	0	350,000	0	350,000	250,000
21-40-50100	BLDG REPAIR & MAINT	1,500	0	1,500	0	0	0
21-40-55000	EQUIPMENT REPAIR & MAINT	10,000	4,807	5,000	208	3,000	5,000
21-40-55010	EQUIPMENT RENTAL	1,500	1,152	1,500	0	1,500	1,500
21-40-55100	REPAIR & MAINT - OTHER	10,000	1,158	1,500	302	1,000	0
21-40-61000	VEHICLE PARTS & LABOR	10,000	19,061	15,000	5,778	10,000	11,000
21-40-62002	TIRES	5,000	5,863	4,500	3,309	4,500	4,500
21-40-62003	GASOLINE	20,000	8,833	6,000	1,634	3,400	5,000
21-40-62004	DIESEL	12,000	10,319	12,000	2,459	5,000	8,000
21-40-62007	OTHER FLUIDS & LUBRICANTS	1,000	0	500	0	0	0
21-40-99099	TRANSFER TO CAPITAL PROJECTS	380,000	103,000	145,000	0	0	0
Total Expenses-Streets		783,027	468,997	1,182,945	428,085	1,022,877	1,104,188

RICO Fund

RICO Funds are authorized by the Federal Government under the Racketeer Influenced and Corrupt Organization Act. Revenues come from the seizure of assets used in the commission of crimes when the Bisbee Police Department is involved in the investigations.

These funds are maintained by the Cochise County Attorney's Office and are transferred to the City of Bisbee after the proper paper work is submitted to the County Attorney for approval of the expenditures. Funds are used during the year for variety of items which enhances and or aid us in our duties and obligations. Items such as training cost, tires, computers, emergency equipment, donations to youth activities etc.

Fiscal Year 2016-17 Budget Highlights

The Police Department purchased 2 new fully equipped vehicles through state contract. A five year lease purchase program has been established and the lease payments began in January 2013.

<u>Account Number</u>	<u>Account Description</u>	<u>FY 2015 Budget</u>	<u>FY 2015 Actual</u>	<u>FY 2016 Budget</u>	<u>YTD 12/31/15 Actual</u>	<u>FY 2016 Y/E Estimate</u>	<u>FY 2017 Proposed</u>
R.I.C.O.							
39-33-13597	RICO AUCTION FUNDS (COUNTY)	100,000	0	100,000	0	100,000	250,000
39-33-22506	COUNTY REIMBURSEMENTS - RICO	0	47,678	0	21,083	21,083	0
39-34-10862	VEHICLE IMPOUND FEES	1,000	95	1,000	0		1,000
	Total Revenue-RICO	101,000	47,773	101,000	21,083	121,083	251,000
39-40-50002	EQUIPMENT	1,000	0	1,000	0		1,000
39-40-50006	RICO - AUTHORIZED EXPENDITURES	83,439	31,203	100,000	4,500	4,500	233,439
39-40-99085	TRANSFERS TO DEBT SERVICE	16,561	16,561	0	0	16,561	16,561
	Total Expenses-RICO	101,000	47,764	101,000	4,500	21,061	251,000

Bisbee Arts Commission

The Bisbee Arts Commission activities are overseen by the Community Development Director and is authorized by the City Council to promote the arts and artists in Bisbee – both within and outside the community.

The Commission was re-established per City Ordinance in October, 2010

Fiscal Year 2016-17 Budget Highlights

This budget represents funds available for the recommendations of the Bisbee Arts Commission.

<u>Account Number</u>	<u>Account Description</u>	<u>FY 2015 Budget</u>	<u>FY 2015 Actual</u>	<u>FY 2016 Budget</u>	<u>YTD 12/31/15 Actual</u>	<u>FY 2016 Y/E Estimate</u>	<u>FY 2017 Proposed</u>
Bisbee Arts							
42-38-40010	DONATIONS/FILM FESTIVAL	0	3,219	0	0	0	
42-38-51000	USE OF RESERVES	39,000	0	20,000	0	0	21,000
	Total Revenue-Bisbee Arts	39,000	3,219	20,000	0	0	21,000
42-40-42040	ADVERTISING	0	110	200	0	0	0
42-40-43500	POSTAGE	0	52	50	8	8	0
42-40-46000	OPERATIONAL EXP (DONATIONS)	39,000	12,998	19,750	0	0	21,000
	Total Expenses-Bisbee Arts	39,000	13,160	20,000	8	8	21,000

Donations

This fund was established in 2008 to manage and account for the receipt and disbursement of donations and contributions made to the City for specific purposes. All revenues in this fund will be segregated by "purpose". This funding will assist the City in demonstrating that the disbursement and expenditure of any such dedicated funds have been restricted to the intended purposes of these funds.

Fiscal Year 2016-17 Budget Highlights

The current budget reflects revenue and expenditure funds from potential donations throughout the year.

<u>Account Number</u>	<u>Account Description</u>	<u>FY 2015 Budget</u>	<u>FY 2015 Actual</u>	<u>FY 2016 Budget</u>	<u>YTD 12/31/15 Actual</u>	<u>FY 2016 Y/E Estimate</u>	<u>FY 2017 Proposed</u>
Donations							
48-38-22500	MISC DONATIONS	1,000,000	2,825	1,000,000	2,130	2,130	1,000,000
48-38-22504	RYAN MIELE ENDOW/ANIMAL WELFARE	5,000	10,000	5,000	15,000	15,000	15,000
48-38-22506	FIREWORKS	5,000	0	5,000	0	5,000	5,000
48-38-22507	PARKS AND REC MISC DONATIONS	0	0	0	1,907	1,907	0
48-38-22510	FIRE DEPT DONATIONS/ENGINE 81	2,000	0	2,000	520	520	2,000
48-38-22512	FILM FESTIVAL DONATIONS	5,000	1,000	5,000	0	0	0
48-38-22513	AZ COMM FOUNDATION-SHELTER MEDICAL	0	5,000	10,000	0	0	10,000
48-38-22514	AZ COMM FOUNDATION-CAT CAGES	0	5,000	0	0	0	0
48-38-22515	LIBRARY DONATIONS SPEC BEQUEST	0	0	0	650	20,650	0
48-38-22516	MOVIE IN THE PARK/EQUIPMENT	0	0	0	2,000	2,000	2,000
48-38-22517	HOLIDAY LIGHTS	0	0	0	4,414	4,414	0
48-38-22518	FIRE DEPARTMENT DONATIONS	0	0	0	0	2,500	2,500
	Total Revenue-Donations	1,017,000	23,825	1,027,000	26,621	54,121	1,036,500
48-40-22500	MISC DONATION EXP	1,000,000	2,775	1,000,000	2,739	2,130	1,000,000
48-40-22503	RYAN MIELE ENDOW/DOG KENNELS	0	1,621	0	0	0	0
48-40-22504	RYAN MIELE ENDOW/ANIMAL WELFARE	5,000	13,544	5,000	10,202	15,000	15,000
48-40-22506	FIREWORKS EXP	5,000	744	5,000	0	5,000	5,000
48-40-22507	PARKS AND REC MISC DONATIONS	0	0	0	0	1,907	0
48-40-22510	FIRE DEPT DONATIONS/ENGINE 81	2,000	0	2,000	0	520	2,000
48-40-22512	FILM FESTIVAL DONATION EXP	5,000	15,100	5,000	0	0	0
48-40-22513	AZ COMM FOUNDATION-SHELTER MEDICAL	0	5,000	10,000	0	0	10,000
48-40-22514	AZ COMM FOUNDATION-CAT CAGES	0	4,300	0	0	0	0
48-40-22515	LIBRARY DONATIONS SPEC BEQUEST	0	0	0	0	20,650	0
48-40-22516	MOVIE IN THE PARK/EQUIPMENT	0	0	0	0	2,000	2,000
48-40-22517	HOLIDAY LIGHTS	0	0	0	1,864	4,414	0
48-40-22518	FIRE DEPARTMENT DONATIONS	0	0	0	0	2,500	2,500
	Total Expenses-Donations	1,017,000	43,064	1,027,000	14,805	54,121	1,036,500

Airport Fund

The City of Bisbee owns and operates the Bisbee Municipal Airport. There is an Airport Advisory Committee that meets on a regular basis as an advisory group for the operation and planning of the airport.

Fiscal Year 2016-17 Budget Highlights

This year the budget includes funding for the Airport using funds from the Federal Aviation Administration and Arizona Department of Transportation Aeronautical Division. There is a match requirement of \$12,500.

<u>Account Number</u>	<u>Account Description</u>	<u>FY 2015 Budget</u>	<u>FY 2015 Actual</u>	<u>FY 2016 Budget</u>	<u>YTD 12/31/15 Actual</u>	<u>FY 2016 Y/E Estimate</u>	<u>FY 2017 Proposed</u>
Airport							
50-34-12500	GAS REVENUE	25,000	21,344	25,000	5,943	12,000	25,000
50-36-13500	RENTS	13,860	10,684	13,860	6,288	13,000	13,860
50-36-13501	BISBEE AIRPARK-ACCESS FEES	1,600	1,488	1,600	0	0	1,600
50-36-13509	AIRPORT PROPERTY LEASE	1,200	869	1,200	0	0	1,200
50-38-99010	TRANSFERS FROM GENERAL FUND	0	0	35,000	0	0	12,500
	Total Revenue Airport	41,660	34,385	76,660	12,231	25,000	54,160
50-40-21000	ELECTRIC	3,180	3,320	3,180	1,597	3,200	3,180
50-40-22000	WATER	2,500	1,935	2,500	1,349	2,700	2,500
50-40-22550	SEWER AND GARBAGE SERV.	250	232	250	97	250	250
50-40-23000	GAS	630	933	630	386	630	630
50-40-24000	TELEPHONE & FAX	1,200	789	1,200	396	800	1,200
50-40-34000	CONTRACT SERVICES	500	0	500	0	0	500
50-40-37000	PROPERTY, CASUALTY, LIABILITY	3,600	3,320	3,600	0	3,600	3,600
50-40-41500	OFFICE SUPPLIES	0	0	0	0	0	0
50-40-42000	ADMIN SPECIAL SUPPLIES	250	460	250	0	0	250
50-40-42040	ADVERTISING	100	0	100	0	0	100
50-40-43110	CREDIT CARD FEES	2,000	1,675	2,000	776	1,600	2,000
50-40-43120	OTHER FEES	0	0	0	0	0	0
50-40-45100	DISPOSABLE EQUIP & TOOLS	200	90	200	0	0	200
50-40-45200	SAFETY EQUIP & SUPPLIES	200	0	200	0	200	200
50-40-45300	CUSTODIAL SUPPLIES	50	141	50	77	140	50
50-40-46000	OPERATIONAL EXPENSE	2,500	1,716	2,500	1,094	2,500	2,500
50-40-46501	FUEL FOR RESALE	21,000	18,808	21,000	13,781	21,000	21,000
50-40-50100	BLDG REPAIR & MAINT	2,000	139	2,000	926	2,000	2,000
50-40-55000	EQUIPMENT REPAIR & MAINT	1,000	0	1,000	0	500	1,000
50-40-61000	VEHICLE PARTS & LABOR	500	0	500	54	200	500
50-40-99018	AIRPORT GRANT MATCH	0	0	35,000	0	0	12,500
	Total Expenses-Airport	41,660	33,558	76,660	20,533	39,320	54,160

Police Special Revenues and Grants

This fund accounts for all grant revenues received and expended for law enforcement activities outside of the General Fund and Racketeer Influenced Corrupt Organization Funds. Included in this fund are revenues and expenditures for Operation Stonegarden (Homeland Security) funds along with funds anticipated for Collaborative Border Region Alliance and Homeland Security.

The fund also receives and expends monies from Federal Asset Forfeitures in which the City is a participant.

Fiscal Year 2016-17 Budget Highlights

Budget highlights for next year include continued grant funding through Homeland Security (Operation Stonegarden), which will cover \$50,000 for overtime.

<u>Account Number</u>	<u>Account Description</u>	<u>FY 2015 Budget</u>	<u>FY 2015 Actual</u>	<u>FY 2016 Budget</u>	<u>YTD 12/31/15 Actual</u>	<u>FY 2016 Y/E Estimate</u>	<u>FY 2017 Proposed</u>
Police Special Rev & Grants							
53-30-30002	MISC POLICE GRANTS	0	0	0	0	0	0
53-30-30003	HOMELAND SECURITY GRANTS	800,000	56,566	50,000	12,581	50,000	50,000
53-35-31000	DEPT OF JUSTICE VESTS	0	0	3,800	0	3,800	3,800
53-35-35000	FEDERAL ASSET FORFEITURES	16,561	0	16,561	0	16,561	0
53-36-11050	SERVICE REIMBURSEMENT-DHL	0	88,872	76,000	40,149	76,000	76,000
	Total Revenue-Police Spec. Rev	816,561	145,438	146,361	52,730	146,361	129,800
53-40-11050	SERVICE REIMBURSEMENT	800,000	50,175	61,000	21,156	76,000	76,000
53-40-11090	REIMBURSED ERE'S - DHL	0	38,697	0	18,993	15,000	0
53-40-30003	HOMELAND SECURITY GRANTS	0	27,340	50,000	12,000	50,000	50,000
53-40-31000	DEPT OF JUSTICE VESTS	0	0	3,800	0	3,800	3,800
53-40-35000	EXPENDITURES - FED ASSET FORFT	0	742	0	1,516	1,516	0
53-40-99901	TRANSFERS TO GENERAL FUND	16,561	10,082	31,561	3,581	0	0
	Total Expenses-Police Spec. Rev	816,561	127,036	146,361	57,246	146,316	129,800

Wastewater Fund

The Wastewater Fund provides all collection and treatment of wastewater use in the City. In addition to maintaining the collection system which consists of thousands of feet of sewer mains, Wastewater staff are also responsible for marking the Blue Stake requests as required. Wastewater staff are on-call 24-hours a day, seven days a week.

Last year the Solar Project at the Wastewater Plant was completed resulting in immediate savings in the electricity costs. This budget reflects a savings of \$43,000 and we anticipate saving \$460,000 over a 20-year span.

Fiscal Year 2016-17 Budget Highlights

This budget does not reflect an increase in the sewer rate fees that has previously been based on an analysis of the updated rate study that reflect the most current revenue and expenditure estimates for next year as well as estimates for future years. The rate study will be revised annually to reflect the most current information available to the City.

If in the future, a determination is made to increase the sewer rate fees, action will be required by City Council to increase the sewer rate at the appropriate time.

<u>Account Number</u>	<u>Account Description</u>	<u>FY 2015 Budget</u>	<u>FY 2015 Actual</u>	<u>FY 2016 Budget</u>	<u>YTD 12/31/15 Actual</u>	<u>FY 2016 Y/E Estimate</u>	<u>FY 2017 Proposed</u>
Waste Water							
54-30-22500	WIFA GRANTS/LOAN PROCEEDS	0	50,000	0	0	0	0
54-30-30000	NADB TRANSITION ASSIST. GRANT	0	1,057,031	0	0	0	0
54-30-30010	USDA WW IMPROVEMENT GRANT	350,000	667,897	360,000	0	0	0
54-30-91000	PROCEEDS FROM WIFA SOLAR LOAN	0	284,887	0	0	0	0
54-36-21000	INTEREST/PENALTIES EARNED	130,000	148,074	130,000	77,395	156,000	156,000
54-36-50000	MISCELLANEOUS REVENUE	32,000	23,018	32,000	2,939	6,000	32,000
54-37-10550	USER FEES	2,162,506	2,117,515	2,124,840	1,064,765	2,130,000	2,130,000
54-37-10551	SERVICE CHARGE/PENALTY	25,000	25,703	25,000	12,405	25,000	25,000
54-37-10552	HOOK-UP FEES	6,000	0	2,000	2,000	2,000	2,000
54-38-51000	USE OF RESERVES	251,884	0	0	0	0	516,569
54-38-99010	TRFS FROM GF, SALES TAX	400,000	347,408	351,780	168,595	338,000	351,429
Total Revenue-Waste Water		3,357,390	4,721,533	3,025,620	1,328,099	2,657,000	3,212,998

Waste Water							
54-40-11000	SALARIES - GENERAL	338,163	325,424	308,062	138,238	236,818	270,426
54-40-11001	OVERTIME - GENERAL	61,425	37,706	61,425	20,726	40,800	52,000
54-40-11100	F.I.C.A.	25,220	22,180	22,908	9,772	17,212	19,990
54-40-11200	MEDICARE	5,898	5,187	5,358	2,285	4,025	4,675
54-40-11300	A.S.R.S.	46,352	42,111	42,380	17,983	31,843	37,014
54-40-11302	A.S.R.S. PENSION EXPENSE	0	(6,106)	0	0	0	0
54-40-11500	MEDICAL INSURANCE	51,375	47,569	39,481	18,092	31,443	40,287
54-40-11501	STANDARD DISABILITY INSURANCE	1,600	1,364	1,642	842	1,421	1,499
54-40-11505	DEFERRED COMP	7,181	6,830	6,573	3,107	5,399	6,370
54-40-11510	DENTAL INSURANCE	5,132	4,790	4,784	2,199	3,806	4,624
54-40-11600	LIFE INSURANCE	903	837	826	384	672	801
54-40-11700	WORKERS COMPENSATION	17,839	16,799	11,769	4,883	9,341	9,685
Waste Water Personnel Costs		561,088	504,691	505,208	218,511	382,780	447,371

<u>Account Number</u>	<u>Account Description</u>	<u>FY 2015 Budget</u>	<u>FY 2015 Actual</u>	<u>FY 2016 Budget</u>	<u>YTD 12/31/15 Actual</u>	<u>FY 2016 Y/E Estimate</u>	<u>FY 2017 Proposed</u>
54-4012300	UNIFORMS & CLOTHING	800	424	800	197	400	800
54-40-13100	BUSINESS TRAVEL	800	20	800	1,707	2,000	800
54-40-13400	EDUCATION & TRAINING	4,000	778	4,000	2,835	4,000	4,000
54-40-13500	SUBSCRIPTIONS & DUES	500	400	500	0	500	500
54-40-21000	ELECTRIC	107,000	83,649	64,000	19,468	40,000	45,000
54-40-22000	WATER	3,850	1,070	3,850	745	1,600	3,850
54-40-24000	TELEPHONE & FAX	4,500	3,816	4,500	1,938	4,000	4,500
54-40-24001	INTERNET ACCESS FEE	950	714	950	398	800	950
54-40-31000	PROFESSIONAL FEES	0	0	0	4,100	4,100	0
54-40-34000	CONTRACT SERVICES	10,000	9,478	10,000	8,883	16,000	10,000
54-40-34100	DOC WORKERS	1,600	1,736	1,600	717	1,400	1,600
54-40-37000	PROPERTY, CASUALTY, LIABILITY	76,500	55,834	76,500	41,162	76,500	76,500
54-40-37100	INSURANCE CLAIMS & DEDUCTIBLES	5,000	900	5,000	0	0	5,000
54-40-41500	OFFICE SUPPLIES	600	696	600	497	600	600
54-40-42020	PRINTING & REPRODUCTION	500	2,532	500	985	985	500
54-40-42030	BOOKS & REFERENCE MATERIALS	700	115	700	763	763	700
54-40-42050	NON CAP ADMIN EQUIP/FURN	1,000	0	1,000	544	1,000	1,000
54-40-43120	OTHER FEES	0	490	0	81	351	500
54-40-43500	POSTAGE	100	179	100	15	100	100
54-40-45100	DISPOSABLE EQUIPMENT & TOOLS	5,000	4,855	6,000	4,940	6,000	6,000
54-40-45200	SAFETY EQUIP & SUPPLIES	8,000	7,326	8,000	6,101	8,000	8,000
54-40-45300	CUSTODIAL SUPPLIES	1,400	1,657	1,400	1,542	3,000	1,400
54-40-46000	OPERATIONAL EXPENSES	4,000	4,588	15,000	7,451	15,000	15,000
54-40-46541	CHEMICALS	8,000	8,041	8,000	3,491	8,000	8,000
54-40-46542	LAB SUPPLIES & TESTING	34,000	29,563	20,000	10,843	20,000	20,000
54-40-46543	MANHOLE, PIPE, & FITTINGS	18,000	14,311	18,000	9,570	18,000	18,000
54-40-46544	SLUDGE REMOVAL	36,400	29,101	45,000	10,969	24,000	45,000
54-40-47000	PERMITS & LICENSES	14,000	24,931	14,000	7,081	14,000	14,000
54-40-47500	BAD DEBT	70,700	76,360	70,700	0	70,700	70,700
54-40-50100	BLDG REPAIR & MAINT	3,800	2,042	3,800	518	3,800	3,800
54-40-55000	EQUIPMENT REPAIR & MAINT	70,000	54,123	70,000	17,022	40,000	70,000
54-40-55010	EQUIPMENT RENTAL	0	2,784	0	2,784	2,784	0
54-40-55100	REPAIR & MAINT - OTHER	600	450	600	977	977	600
54-40-55200	NON CAP EQUIPMENT PURCHASES	2,000	1,584	2,000	0	2,000	2,000
54-40-61000	VEHICLE PARTS & LABOR	11,500	7,863	8,000	4,256	8,400	8,000
54-40-62002	TIRES	1,600	4,315	5,000	500	1,000	5,000
54-40-62003	GASOLINE	25,000	15,144	25,000	4,127	8,400	25,000
54-40-62004	DIESEL	7,000	10,137	7,000	1,403	3,000	7,000
54-40-62007	OTHER FLUIDS & LUBRICANTS	1,000	0	1,000	61	200	1,000
54-40-89000	DEPRECIATION EXPENSE	0	1,109,321	0	0	0	0

54-40-91000	CAPITAL EXPENDITURES	7,500	49,845	7,500	165,584	165,584	200,000
54-40-95000	RESERVE ACCUMULATION	0	0	559,728	0	0	0
54-40-98000	PRINCIPAL PAYMENT - OFFSET	0	(789,572)	0	0	0	0
54-40-99010	TRANSFER TO ADMINISTRATION	9,565	9,565	4,089	2,045	4,089	2,414
54-40-99051	TRANSFERS TO CITY MANAGER	17,355	17,355	17,455	8,727	17,455	17,577
54-40-99052	TRANSFERS TO FINANCE	110,577	110,577	105,678	52,839	105,678	138,388
54-40-99057	TRANSFERS TO LEGAL SVCS	10,235	10,235	12,245	6,123	12,245	12,000
54-40-99075	TRANSFERS TO PUBLIC WORKS	15,942	15,942	16,307	8,154	16,307	21,610
54-40-99077	TRANSFERS TO GARAGE	10,015	10,015	12,197	6,099	12,197	17,126
54-40-99086	TRANSFERS TO DEBT SERVICE WWP	1,097,942	1,145,544	1,180,193	590,097	1,180,193	1,181,594
54-40-99090	TRFS TO RESERVES - DSR	116,771	116,771	101,120	50,560	101,120	106,518
54-40-99157	TRANSFER TO PW GRANTS	860,000	56	0	0	0	583,000
Total Expenses-Waste Water		3,357,390	2,771,351	3,025,620	1,287,410	2,410,008	3,212,998

Sanitation Fund

The Sanitation Fund is responsible for collecting all solid waste in the City and for collecting, processing, and selling recyclable materials. The Sanitation Division consists of a supervisor, two container truck drivers, a three-man crew that does the hand pick-up in Old Bisbee, and two recycling attendants in conjunction with supervised inmate labor.

Recycling facilities are located at the Cochise County Transfer Station. The community interest in recycling has increased significantly over the last few years. This increase has also provided larger than expected loads at the drop off locations. The recycling center experiences more requests from the business community than can be currently served. The City of Bisbee is the leader in Cochise County for recycling and will continue to find ways to streamline and increase the recycling effort.

Fiscal Year 2016-17 Budget Highlights

This budget reflects no rate increase for recycling services for the next year.

Funds are budgeted to replace equipment within the division using the vehicle replacement program implemented several years ago. We purchased a used garbage truck in FY2013-14 and two new trucks in FY2014-15.

<u>Account Number</u>	<u>Account Description</u>	<u>FY 2015 Budget</u>	<u>FY 2015 Actual</u>	<u>FY 2016 Budget</u>	<u>YTD 12/31/15 Actual</u>	<u>FY 2016 Y/E Estimate</u>	<u>FY 2017 Proposed</u>
Sanitation							
56-36-11400	RECYCLING REVENUE	35,000	17,801	35,000	6,234	13,000	15,000
56-37-10550	USER FEES	814,997	822,935	821,615	407,673	816,000	821,615
56-37-10551	USER FEES - RECYCLING	27,450	24,525	25,000	12,227	24,600	25,000
56-37-10553	SPECIAL PICK-UP FEES	700	544	1,500	190	400	1,500
56-38-51000	USE OF RESERVES	84,889	0	63,371	0	0	59,865
	Total Revenue-Sanitation	963,036	865,805	946,486	426,324	854,000	922,980
56-40-11000	SALARIES - GENERAL	274,912	275,562	277,085	132,756	255,426	267,101
56-40-11001	OVERTIME - GENERAL	3,500	5,074	3,500	4,353	8,800	3,500
56-40-11050	SALARIES - PART TIME	0	0	0	0	0	0
56-40-11100	F.I.C.A.	17,672	17,036	17,396	8,497	16,382	16,777
56-40-11200	MEDICARE	4,133	3,984	4,068	1,987	3,831	3,924
56-40-11300	A.S.R.S.	32,296	31,939	32,183	15,560	30,307	31,065
56-40-11302	A.S.R.S. PENSION EXPENSE	0	(4,630)	0	0	0	0
56-40-11500	MEDICAL INSURANCE	46,522	45,191	39,724	18,494	37,043	44,137
56-40-11501	STANDARD DISABILITY INSURANCE	1,233	1,107	1,319	703	1,314	1,421
56-40-11505	DEFERRED COMP	6,613	6,417	6,613	3,175	6,360	6,978
56-40-11510	DENTAL INSURANCE	4,084	3,939	4,207	1,662	3,467	4,191
56-40-11600	LIFE INSURANCE	831	805	831	394	794	877
56-40-11700	WORKERS COMPENSATION	24,811	23,507	17,027	7,852	16,220	16,143
	Sanitation Personnel Costs	416,607	409,931	403,953	195,433	379,944	396,114
56-40-12300	UNIFORMS & CLOTHING	400	723	400	311	650	1,000
56-40-12500	RECRUITMENT/EMPLOYEE TESTING	1,000	0	1,000	0	0	0
56-40-13100	BUSINESS TRAVEL	600	375	600	0	200	1,000
56-40-13400	EDUCATION & TRAINING	3,000	0	3,000	270	270	2,000
56-40-21000	ELECTRIC	1,700	1,635	1,700	755	1,500	1,700
56-40-22000	WATER	400	0	400	0	0	400
56-40-23000	GAS	300	726	300	153	300	300
56-40-24000	TELEPHONE & FAX	500	1,478	500	1,236	2,472	3,000
56-40-34000	CONTRACT SERVICES	3,500	3,577	3,500	1,618	3,236	3,500
56-40-34100	DOC WORKERS	6,200	5,581	6,200	2,418	4,836	6,200
56-40-37000	PROPERTY, CASUALTY, LIABILITY	32,150	23,465	32,150	16,984	32,150	32,150
56-40-37100	INSURANCE CLAIMS & DEDUCTIBLES	5,000	910	5,000	0	0	5,000
56-40-45100	DISPOSABLE EQUIP & TOOLS	400	113	400	0	400	400
56-40-45200	SAFETY EQUIP & SUPPLIES	1,000	532	1,000	551	1,000	2,000
56-40-45300	CUSTODIAL SUPPLIES	2,500	1,124	2,500	706	1,400	2,500
56-40-46000	OPERATIONAL EXPENSES	2,000	6,733	2,000	2,009	2,500	2,500
56-40-46561	COUNTY TIPPING FEES	176,000	204,655	176,000	86,569	174,000	180,000
56-40-46562	RECYCLING PROGRAM	10,000	12,611	10,000	3,937	8,000	5,000
56-40-47500	BAD DEBT	20,000	940	20,000	0	20,000	20,000
56-40-55000	EQUIPMENT REPAIR & MAINT	15,000	1,677	15,000	1,366	3,000	10,000
56-40-55200	NON CAP EQUIPMENT PURCHASES	22,000	10,255	22,000	3,058	6,000	22,000
56-40-61000	VEHICLE PARTS & LABOR	60,000	40,553	60,000	14,666	30,000	40,000
56-40-62002	TIRES	18,000	12,784	18,000	3,196	6,000	10,000
56-40-62003	GASOLINE	12,500	6,054	12,500	2,403	5,000	12,500
56-40-62004	DIESEL	20,000	22,125	20,000	7,317	15,000	15,000
56-40-62007	OTHER FLUIDS & LUBRICANTS	1,000	0	1,000	0	0	1,000
56-40-89000	DEPRECIATION EXPENSE	0	54,841	0	0	0	0
56-40-95000	RESERVE ACCUMULATION	25,200	0	25,200	0	25,200	0
56-40-99010	TRANSFERS TO ADMIN & GEN	16,507	16,507	4,089	2,045	4,089	2,414
56-40-99051	TRANSFERS TO CITY MANAGER	0	0	6,982	3,491	6,982	7,031
56-40-99052	TRANSFERS TO FINANCE	46,747	46,747	45,320	22,660	45,320	74,901
56-40-99057	TRANSFERS TO LEGAL SVCS	3,071	3,071	3,674	1,837	3,674	3,600
56-40-99077	TRANSFERS TO GARAGE	10,015	10,015	12,196	6,098	12,196	29,358
56-40-99085	TRANSFER TO DEBT SERVICE	21,768	0	21,768	10,884	21,768	21,768
56-40-99975	TRANSFERS TO PW ADMIN	7,971	7,971	8,154	4,077	8,154	8,644
	Total Expenses-Sanitation	963,036	907,689	946,486	396,048	825,241	922,980

Bisbee Public Works Grants

The Public Works Grants initiate projects outside the normal Public Works operations.

Fiscal Year 2017-18 Budget Highlights

Funds have been set aside for a BECC grant for the sewer expansion/upgrades in Tintown, along with funding for the Old Bisbee Laterals.

<u>Account Number</u>	<u>Account Description</u>	<u>FY 2015 Budget</u>	<u>FY 2015 Actual</u>	<u>FY 2016 Budget</u>	<u>YTD 12/31/15 Actual</u>	<u>FY 2016 Y/E Estimate</u>	<u>FY 2017 Proposed</u>
PW Grants							
57-30-22502	WIFA GRANT/CDBG SEWER	50,000	0	0	17,000	17,000	0
57-30-22506	WWTP SOLAR GENERATOR SYSTEM	1,600,000	0	0	0	0	0
57-30-22508	USDA/RD TINTOWN	1,741,722	0	0	277,443	0	32,000
57-30-22510	MISC PUBLIC WORKS GRANTS	2,500,000	0	2,500,000	0	0	2,500,000
57-30-22554	WWTP UPGRADES - USDA	0	0	222,222	0	0	580,000
57-30-22555	TINTOWN DRAINAGE STUDY	0	0	0	0	0	31,960
57-30-22556	OB LATERALS/PHASE 1 CONSTR	0	0	0	0	0	560,000
57-38-99054	TRANSFER FROM SEWER	860,000	56	0	0	0	583,000
Total Revenue		6,751,722	56	2,722,222	294,443	17,000	4,286,960
57-40-22502	WIFA GRANT/CDBG-SEWER	110,000	0	0	50	0	0
57-40-22506	WWTP SOLAR GENERATOR SYSTEM	1,600,000	0	0	0	0	0
57-40-22508	USDA/RD TINTOWN	1,741,722	0	0	278,602	0	32,000
57-40-22510	MISC PUBLIC WORKS GRANTS	2,500,000	0	2,500,000	0	0	2,500,000
57-40-22554	WWTP UPGRADES - USDA	800,000	0	222,222	6,976	0	1,163,000
57-40-22555	TINTOWN DRAINAGE STUDY	0	0	0	0	0	31,960
57-30-22556	OB LATERALS/PHASE 1 CONSTR	0	0	0	0	0	560,000
Total Expenses		6,751,722	0	2,722,222	285,628	0	4,286,960

Queen Mine Fund

The Mine Tour is an enterprise program for the City of Bisbee which means it operates with its own budget and funds generated from the tour to maintain, improve, and expand the tour as well as support the Visitors Center.

Funded by the sale of tour tickets and gift shop items, the Queen Mine Tour sees over 50,000 visitors a year from all 50 states and around the world. While the City owns the building once known as the Change House, Freeport-McMoRan leases the underground used for tours.

Recent Accomplishments of the Queen Mine Tour include:

- Safety upgrades included raising the ceiling height 2-4 ft along the escape way. This project required a large amount of blasting and removal of tons of rock. Installed a GOB fence in a section of escape way. Filled in an area with muck and extended the stair case. Freeport McMoran personnel have also recently completed additional safety upgrades.
- Installed bulkheads in raises that connected to the escape way. These bulkheads are located from 20 ft to 80 ft off the ground. This also required installation of two man-ways used to access the tops of the raises.
- Continue to upgrade safety improvements for tours including: fluorescent lights, displays, head frames, and working toward mine improvements required for the lease and MSHA standards.
- Facility improvement projects, restroom remodel, and landscaping. Our new plans call for remodeling Visitor Center's office.
- A continued, aggressive social media campaign on Facebook in English and Spanish has increased exposure to the tour and facilities.
- Created new position for train attendants, hired and trained individuals for continued safety standards.
- Investigation and preliminary planning for a new geology based tour.

Fiscal Year 2016-17 Budget Highlights

Ongoing efforts to improve safety will remain the top priority. These will include infrastructure repairs and the rebuilding of locomotives along with continued cleaning of the mine shafts, shoring up and replacing timbers. Expanded routine maintenance schedules will help alleviate any threats to tourists and tour guides.

Capital Improvements to the Mine include purchasing locomotives, mine car wheels, battery charger and rail switch, track replacement and parking lot improvements.

<u>Account Number</u>	<u>Account Description</u>	<u>FY 2015 Budget</u>	<u>FY 2015 Actual</u>	<u>FY 2016 Budget</u>	<u>YTD 12/31/15 Actual</u>	<u>FY 2016 Y/E Estimate</u>	<u>FY 2017 Proposed</u>
Queen Mine							
59-31-25000	TAX CREDITS TAKEN	400	375	0	153	320	0
59-34-15001	MERCHANDISE SALES	215,000	287,619	265,000	108,182	265,000	280,000
59-34-15010	MAIL ORDER SALES	200	1,610	200	1,208	2,400	1,400
59-34-17500	MINE TOURS	441,000	375,904	441,000	163,267	441,000	441,000
59-36-11600	OVER/SHORT	0	(211)	13	(7)	0	0
59-36-15003	VENDING MACHINE SALES	3,000	2,315	1,300	1,118	2,240	1,200
59-36-35000	OTHER REVENUE	0	10	0	0	0	0
59-38-99235	FUND BALANCE ALLOCATION	244,256	0	255,207	0	0	316,401

Total Revenue-QM 903,856 667,622 962,720 273,921 710,960 1,040,001

<u>Account Number</u>	<u>Account Description</u>	<u>FY 2015 Budget</u>	<u>FY 2015 Actual</u>	<u>FY 2016 Budget</u>	<u>YTD 12/31/15 Actual</u>	<u>FY 2016 Y/E Estimate</u>	<u>FY 2017 Proposed</u>
59-40-11000	SALARIES - GENERAL	163,925	163,207	149,926	84,356	167,536	166,360
59-40-11001	OVERTIME - GENERAL	2,000	1,173	2,000	396	800	2,000
59-40-11050	SALARIES - PART TIME	121,711	82,726	159,921	40,721	107,125	165,672
59-40-11100	F.I.C.A.	18,085	15,122	19,335	7,660	17,079	20,710
59-40-11200	MEDICARE	4,230	3,537	4,522	1,791	3,994	4,843
59-40-11300	A.S.R.S.	16,178	17,282	18,719	7,862	15,724	16,175
59-40-11301	ALTERNATE CONTRIBUTIONS, A.S.R.S.	6,475	2,749	4,498	1,599	3,200	3,484
59-40-11302	A.S.R.S. PENSION EXPENSE	0	(2,505)	0	0	0	0
59-40-11402	ALTERNATE CONTRIBUTIONS, P.S.P.R.S.	0	0	0	0	0	0
59-40-11500	MEDICAL INSURANCE	28,541	27,590	24,371	11,815	24,371	25,661
59-40-11501	STANDARD DISABILITY INSURANCE	892	740	822	481	962	825
59-40-11505	DEFERRED COMP	4,057	3,922	4,057	2,029	4,057	4,057
59-40-11510	DENTAL INSURANCE	2,716	2,514	2,392	1,196	2,392	2,392
59-40-11600	LIFE INSURANCE	459	442	510	230	460	510
59-40-11700	WORKERS COMPENSATION	10,065	8,016	9,070	2,662	5,324	8,870

Queen Mine Personnel Costs 379,334 326,515 400,143 162,798 353,024 421,559

<u>Account Number</u>	<u>Account Description</u>	<u>FY 2015 Budget</u>	<u>FY 2015 Actual</u>	<u>FY 2016 Budget</u>	<u>YTD 12/31/15 Actual</u>	<u>FY 2016 Y/E Estimate</u>	<u>FY 2017 Proposed</u>
59-40-12300	UNIFORMS & CLOTHING	1,600	1,083	1,600	1,121	1,200	1,300
59-40-13400	EDUCATION & TRAINING	2,000	0	1,000	0	1,000	1,000
59-40-21000	ELECTRIC	12,000	15,762	23,000	7,167	18,000	20,000
59-40-22000	WATER	1,500	1,670	1,500	1,223	1,700	1,700
59-40-22550	SEWER AND GARBAGE SERV.	4,757	4,552	4,757	1,897	4,757	4,757
59-40-23000	GAS/WOOD	2,000	0	2,000	1,450	2,000	2,000
59-40-24000	TELEPHONE & FAX	2,000	1,855	1,900	929	1,900	1,900
59-40-24001	INTERNET ACCESS FEE	900	779	925	448	925	925
59-40-24110	RENT/LEASE	1,200	10	1,200	0	1,200	1,200
59-40-31000	PROFESSIOAL FEES	0	0	0	0	0	40,000
59-40-34000	CONTRACT SERVICES	800	1,748	800	766	766	800
59-40-34100	DOC WORKERS	1,900	1,359	1,900	588	1,500	1,900
59-40-36000	MAINTENANCE & SUPPORT AGREEMNTS	800	0	800	275	500	800
59-40-37000	PROPERTY, CASUALTY, LIABILITY	40,000	30,506	40,000	0	32,000	40,000
59-40-37100	INSURANCE CLAIMS & DEDUCTIBLES	500	0	500	0	0	500
59-40-41500	OFFICE SUPPLIES	3,500	4,245	3,500	899	3,500	3,500
59-40-42020	PRINTING & REPRODUCTION	0	180	0	0	0	0
59-40-42040	ADVERTISING	22,000	28,785	32,000	15,151	32,000	32,000
59-40-42050	NON CAP ADMIN EQUIP	0	3,102	0	0	0	2,500
59-40-43110	CREDIT CARD FEES	16,000	15,592	16,000	6,653	16,000	16,000
59-40-43500	POSTAGE	400	89	400	310	400	400
59-40-45100	DISPOSABLE EQUIP & TOOLS	2,000	0	2,000	0	2,000	2,000
59-40-45200	SAFETY EQUIP & SUPPLIES	10,000	1,862	10,000	8,262	10,000	10,000
59-40-45300	CUSTODIAL SUPPLIES	2,500	2,471	3,000	1,454	3,000	3,000
59-40-46000	OPERATIONAL EXPENSES	7,000	873	7,000	650	7,000	7,000
59-40-46030	CONCESSION SUPPLIES	1,500	623	1,000	284	800	800
59-40-46591	MERCHANDISE	100,000	111,456	120,000	62,362	120,000	135,000
59-40-55000	EQUIPMENT REPAIR & MAINT	17,000	1,890	17,000	4,730	17,000	17,000
59-40-55100	REPAIR & MAINT - OTHER	9,000	11,046	9,000	6,881	9,000	25,000
59-40-61000	VEHICLE PARTS & LABOR	1,000	689	1,000	303	1,000	1,000
59-40-62003	GASOLINE	1,500	777	1,000	288	1,000	1,000
59-40-62004	DIESEL	0	11	0	0	0	0
59-40-89000	DEPRECIATION EXPENSE	0	12,586	0	0	0	0
59-40-99010	TRANSFERS TO ADMIN & GEN	17,794	17,794	17,771	8,886	17,771	15,338
59-40-99020	TRANSFER BED TAX/VC	16,000	16,000	16,000	8,000	16,000	16,000
59-40-99052	TRANSFERS TO FINANCE	24,254	24,254	22,907	11,454	22,907	25,122
59-40-99057	TRANSFERS TO LEGAL SVCS	5,117	5,117	5,117	2,559	5,117	6,000
59-40-99099	TRANSFERS TO CAPITAL PROJECTS	196,000	0	196,000	0	0	181,000
	Total Expenses-QM	903,856	645,281	962,720	317,788	704,967	1,040,001

Miscellaneous Grants

This budget reflects grant funds not accounted for elsewhere in the budget. These include library, parks, and tourism grants as well as transportation grants for buses.

Fiscal Year 2016-17 Budget Highlights

Requests for this budget include an allocation for miscellaneous grants to allow for potential grant opportunities.

<u>Account Number</u>	<u>Account Description</u>	<u>FY 2015 Budget</u>	<u>FY 2015 Actual</u>	<u>FY 2016 Budget</u>	<u>YTD 12/31/15 Actual</u>	<u>FY 2016 Y/E Estimate</u>	<u>FY 2017 Proposed</u>
Misc Grants							
78-30-23112	LIBRARY PENDING GRANTS	15,000	0	15,000	0	0	15,000
78-30-23202	ADOT - BISBEE BUS	112,500	0	0	0	0	78,660
78-30-79000	MISCELLANEOUS GRANTS	5,000,000	0	5,000,000	0	0	5,000,000
78-38-99996	TRANSFERS FROM BISBEE BUS	12,500	9,315	0	0	0	19,665
	Total Revenue	5,140,000	9,315	5,015,000	0	0	5,113,325
				0			
78-40-23112	LIBRARY PENDING GRANTS	15,000	0	15,000	0	0	15,000
78-40-79000	MISCELLANEOUS GRANTS	5,000,000	0	5,000,000	0	0	5,000,000
78-40-91000	CAPITAL EXPENDITURES-BISBEE BUS	125,000	0	0	0	0	98,325
	Total Expenses	5,140,000	0	5,015,000	0	0	5,113,325

Debt Service

This fund accounts for the accumulation of resources and payment of general long-term debt principle and interest payments. Budgeted funds are transferred into this fund from the various funding sources. These funds are then used to make the appropriate debt payments on one garbage truck and two police cars. Funds have been budgeted for additional vehicle based on Council approval.

Fiscal Year 2016-17 Budget Highlights

This year's budget reflects the principle and interest payments due on general long-term debt of the City.

<u>Account Number</u>	<u>Account Description</u>	<u>FY 2015 Budget</u>	<u>FY 2015 Actual</u>	<u>FY 2016 Budget</u>	<u>YTD 12/31/15 Actual</u>	<u>FY 2016 Y/E Estimate</u>	<u>FY 2017 Proposed</u>
Debt Service							
85-38-99010	TRANSFER FROM GF ADMIN/GEN	62,874	62,874	47,021	23,511	47,021	15,000
85-38-99039	TRANSFERS FROM RICO FUND	0	16,561	0	0	0	16,561
85-38-99056	TRANSFER FROM SANITATION	21,768	0	21,768	10,884	21,768	21,768
	Total Debt Service Revenue	84,842	79,435	68,789	34,395	68,789	53,329
85-70-81000	PRINCIPAL PMTS, LEASE PURCHASE	75,993	43,784	63,716	39,896	49,716	51,305
85-70-81500	INTEREST PMTS, LEASE PURCHASE	8,649	2,529	5,073	2,425	3,489	2,024
	Total Debt Service Expenses	84,642	46,313	68,789	42,321	53,205	53,329

Debt Service for Wastewater Project

This fund accounts for the accumulation of resources and payment of debt related to the Wastewater Project, and includes the annual debt payments for Water Infrastructure Finance Authority (WIFA) and USDA Rural Development. Funds are also budgeted for debt service reserves, repair and replacement reserves, and operating and maintenance reserves required by WIFA, USDA, and North American Development Bank. Transfers from the Wastewater Fund support these payments.

Fiscal Year 2016-17 Budget Highlights

This budget includes all payments due in Fiscal Year 2016-17.

<u>Account Number</u>	<u>Account Description</u>	<u>FY 2015 Budget</u>	<u>FY 2015 Actual</u>	<u>FY 2016 Budget</u>	<u>YTD 12/31/15 Actual</u>	<u>FY 2016 Y/E Estimate</u>	<u>FY 2017 Proposed</u>
Debt Service for WWTP							
86-36-21000	INTEREST INCOME	100	217	100	113	200	100
86-38-99000	TRANSFERS IN - DEBT SERVICE	1,097,942	1,145,544	1,180,193	590,097	1,180,193	1,181,594
86-38-99010	TRFS IN--DEBT SERVICE RESERVES	116,771	116,771	101,120	50,560	101,120	106,518
	Total Revenue	1,214,813	1,262,532	1,281,413	640,770	1,281,513	1,288,212
86-40-98010	RESERVE ACCUMULATION	116,871	0	101,120	0	101,120	106,518
86-80-81000	PRINCIPAL PAYMENTS	747,489	789,294	836,091	808,815	808,815	829,355
86-80-81500	INTEREST PAYMENTS	350,453	369,107	344,202	371,416	371,416	352,339
	Total Expenses	1,214,813	1,158,401	1,281,413	1,180,231	1,281,351	1,288,212

Youth Fund

The Youth Fund was established as a permanent fund with \$103,000 in proceeds from the sale of properties known as the Old Police Station and Old Fire Station. The fund must maintain the principal of \$103,000. Interest income and fund balances from previous years activity in excess of the \$103,000 may be budgeted for programs and expenditures consistent with the purposes of this fund.

Fiscal Year 2016-17 Budget Highlights

Funds are budgeted for potential operating expenditures, capital expenditures, and fund-raising activities pertinent to youth and youth activities. Major repairs are needed to the pool for ADA compliance which must be addressed this budget year prior to reopening the pool next year.

<u>Account Number</u>	<u>Account Description</u>	<u>FY 2015 Budget</u>	<u>FY 2015 Actual</u>	<u>FY 2016 Budget</u>	<u>YTD 12/31/15 Actual</u>	<u>FY 2016 Y/E Estimate</u>	<u>FY 2017 Proposed</u>
Youth Fund							
89-36-21000	INTEREST INCOME	500	469	0	99	200	0
89-36-50010	FUND RAISING PROCEEDS	2,000	0	0	0	0	0
89-36-99925	USE OF FUND BALANCE	11,500	0	55,000	0	0	55,000
	Total Revenue	14,000	469	55,000	99	200	55,000
89-40-50000	AUTHORIZED EXPENDITURES	4,000	500	0	0	0	0
89-40-50010	FUND RAISING EXPENSES	0	0	0	0	0	0
89-40-90000	CAPITAL EXPENDITURES	10,000	0	0	0	0	0
89-40-99099	TRANSFER TO CAPITAL PROJECTS	0	0	55,000	0	0	55,000
	Total Expenses	14,000	500	55,000	0	0	55,000

Bisbee Bus Fund

The Bisbee Bus operations are primarily funded through the Arizona Department of Transportation's 5311 program. Additional funds to support the Bisbee Bus are provided from a 5310 ADOT Program, AAA, and SEAGO. General funds are also utilized for matching funds. Bisbee currently owns 3 buses, which are required to be under lien with ADOT for the duration of 5 years or 200,000 miles.

The day to day operations of the Bisbee Bus are contracted through City of Douglas which provides drivers, safety training and oversight of operations, ridership, marketing and administration.

The Bisbee Bus runs a fixed route deviated service Monday thru Friday 6:00 a.m. to 6:20 p.m. and Saturdays from 9:00 a.m. to 3:35 p.m. This service is provided year round with the exception of holidays. The route includes Old Bisbee, Warren, Saginaw, Tin Town, San Jose, and Naco. On weekdays, the bus makes 10 round trips per day and runs an early morning commuter route. Saturdays the bus makes 4 round trips. Cost to ride the bus is \$1.00 for adults, .50 for seniors, and .25 for students. Assistance is available for seniors and disabled riders to obtain reduced fare passes at the Senior Center.

The current contract is with the City of Douglas which was awarded this year. For the first time, ADOT 5311 Budget was required to be submitted as a bi-annual budget.

36,000 riders took the Bisbee bus last year. 64% of those riders were elderly and/or disabled.

Fiscal Year 2016-17 Budget Highlights

The 2016-2017 fiscal year budget includes expanding the route through Hereford and Palominas to Sierra Vista. A feasibility study was included in this year's budget.

<u>Account Number</u>	<u>Account Description</u>	<u>FY 2015 Budget</u>	<u>FY 2015 Actual</u>	<u>FY 2016 Budget</u>	<u>YTD 12/31/15 Actual</u>	<u>FY 2016 Y/E Estimate</u>	<u>FY 2017 Proposed</u>
Bisbee Bus							
96-30-50045	SEAGO TRANSPORTATION	18,650	18,649	18,650	5,741	60,000	18,650
96-30-50050	BUS LOCAL SHARE	10,500	10,318	10,500	6,687	11,000	11,500
96-30-50060	FEDERAL SHARE	278,000	175,716	287,500	84,130	168,000	306,150
96-38-99010	TRANSFERS FROM GEN FUND	12,500	9,315	3,700	0	3,700	19,665
	Total Revenue	319,650	213,998	320,350	96,558	242,700	355,965
96-40-41505	ADMIN MISC EXPENSES	3,500	3,257	3,000	105	3,000	3,500
96-40-41606	CONTRACTOR OPERATING EXPENSES	219,000	173,908	229,000	27,514	229,000	231,500
96-40-41607	CITY OPERATING EXPENSE	33,550	19,991	33,550	28,846	33,550	41,000
96-40-43500	POSTAGE	100	97	100	1	50	300
96-40-52500	PROPERTY, CASUALTY, LIABILITY	12,000	5,596	10,000	4,051	10,000	10,000
96-40-62000	FUEL & LUBRICANTS	39,000	23,325	41,000	8,969	25,000	50,000
96-40-99078	TRANSFER GRANT MATCH	12,500	9,315	3,700	0	3,700	19,665
	Total Expenses	319,650	235,489	320,350	69,486	304,300	355,965

Capital Improvements Program Fund

The Capital Improvements Fund was established by City Council to receive funds from the sale of City assets, principally land owned by the City and determined to be surplus property. By ordinance, the proceeds from the sale of City assets are required to be placed in the Capital Improvements Fund. The Capital Improvements Fund is used to account for the financial resources to be used for the acquisition or construction of major capital facilities. Sources of funding may include transfers from the General Fund, Special Revenue Funds, Enterprise Funds, or grant funding, along with the use of reserves where appropriate.

Fiscal Year 2016-17 Budget Highlights

This budget reflects very few new programs to be constructed with existing funds. But does include a start of a replacement vehicle program along with a City Admin vehicle. The Queen Mine is scheduled to continue its Capital Improvement Program at the Mine. This includes an interior renovation, for the Visitor Center , a locomotive, battery charger, mine car wheels; switch and track replacement along with some parking lot maintenance.

There is limited current funding available for capital improvement projects. This fund is not expected to grow significantly in future years , other than through tax revenues allocated for this purpose, unless significant surplus properties are sold from the City's inventory.

<u>Account Number</u>	<u>Account Description</u>	<u>FY 2015 Budget</u>	<u>FY 2015 Actual</u>	<u>FY 2016 Budget</u>	<u>YTD 12/31/15 Actual</u>	<u>FY 2016 Y/E Estimate</u>	<u>FY 2017 Proposed</u>
Capital Improvements							
99-30-50999	MISC. INCOME	0	12,230	0	0	4,000	0
99-31-29001	FUND BAL TO BE SPENT THIS YEAR	0	0	0	0	0	0
99-36-55012	FREPORT STREET SETTLEMENT	0	0	0	133,000	133,000	0
99-38-51000	USE OF RESERVES	255,000	0	965,000	0	0	550,000
99-38-99010	TRANSFERS FROM GENERAL FUND	0	80,322	0	0	0	35,000
99-38-99020	TRANSFERS FROM VISITOR CENTER	0	0	0	0	0	50,000
99-38-99021	TRANSFER FROM STREETS	380,000	103,000	145,000	0	0	0
99-38-99050	TRANSFER FROM AIRPORT FUND	0	0	0	0	0	0
99-38-99054	TRANSFER FROM WASTEWATER	0	0	0	0	0	0
99-38-99056	TRANSFER FROM SANITATION	0	0	0	0	0	0
99-38-99059	TRANSFER FROM QUEEN MINE	196,000	0	196,000	0	0	181,000
99-38-99089	TRANSFER FROM YOUTH FUND	0	0	55,000	0	0	55,000
Total Revenue		831,000	195,552	1,361,000	133,000	137,000	871,000
99-40-02001	VISITOR CENTER/BED TAX INCR	0	0	0	0	0	50,000
99-40-02101	MULE GULCH CHANNEL BRIDGE EVALS	100,000	0	110,000	0	0	0
99-40-02102	GLASS SIDEWALKS FAIR BLDG	35,000	0	35,000	0	0	0
99-40-02103	CASTLEROCK EROSION CONTROL	110,000	0	0	0	0	0
99-40-02104	STREET REPLACEMENT	135,000	0	0	0	0	0
99-40-05402	CITY HALL HEATING & COOLING SYSTEM	120,000	0	400,000	0	0	350,000
99-40-05403	FIRE DEPARTMENT ROOFS (2)	100,000	0	100,000	0	0	100,000
99-40-05404	14TH TERRACE SUBDIVISION STORM DRAIN	35,000	0	35,000	0	0	0
99-40-05405	LIBRARY HEATING & COOLING SYSTEM	0	0	50,000	0	0	50,000
99-40-05406	CITY HALL ELEVATOR	0	0	200,000	0	0	0
99-40-05407	FIRE ESCAPES	0	0	100,000	0	0	0
99-40-05408	FEMA -MULE GULCH CHANNEL DRAINAGE	0	0	80,000	0	0	80,000
99-40-08501	CITY POOL REFURBISH	0	0	55,000	0	0	55,000
99-40-05900	QUEEN MINE TRAIN MINE CAR WHEELS	34,000	0	34,000	0	0	34,000
99-40-05901	INTERIOR RENOVATION -	15,000	0	15,000	0	0	0
99-40-05903	QM RAIL SWITCH /TRACK REPLACEMENT	25,000	0	25,000	0	0	25,000
99-40-05904	QM LOCOMOTIVES	100,000	0	100,000	0	0	100,000
99-40-05905	QM LOCOMOTIVE BATTERY CHARGER	12,000	0	12,000	0	0	12,000
99-40-05908	QM PARKING LOT MAINTENANCE	10,000	0	10,000	0	0	10,000
99-40-18000	PARKS IMPROVEMENTS	0	80,322	0	0	0	0
99-40-80010	PROJECT COST	0	93,024	0	0	0	0
99-40-90400	EQUIPMENT/VEHICLE	0	103,000	0	0	0	55,000
Total Expenses		831,000	276,346	1,361,000	0	0	871,000
Total Expenses - All Funds		\$29,950,230 -		\$26,969,258 -	-	-	\$28,298,397