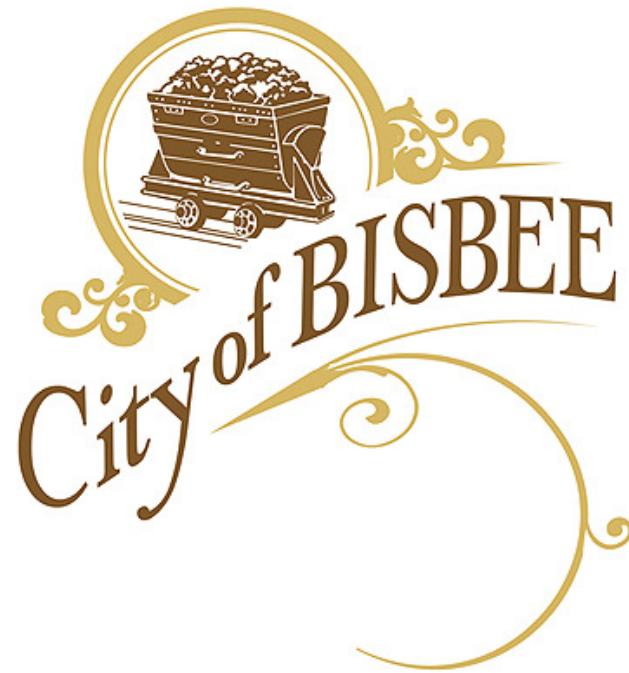


# **Tentative Budget Fiscal Year 2012**



**July 1, 2011 – June 30, 2012**

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# City of Bisbee, Arizona

## FY 2011-12 BUDGET MESSAGE

Mayor Porter and City Council:

The budget for the City of Bisbee in fiscal year 2011-12 is a spending plan that is lean, but will provide for the basic municipal services that the people of Bisbee expect and deserve within the confines of available revenue. Because we are currently experiencing the worst Recession since the Great Depression, every aspect of this budget will share in the sacrifices that we all face in order to maintain some semblance of balance between revenues and spending. As presented, we will be able to do this without losing employees and without a serious reduction in services.

As we completed the 2009-10 fiscal year-end audit, we ended up with a \$ 39,754 deficit in the General Fund. In FY 2010-11, we are projecting a year-end deficit in the General Fund of \$ 154,216. As we look forward to FY 2011-12, our budget will continue to provide services to the community, but will reflect increases in expenditures from our state retirement systems and reductions in state government revenue sharing beyond our control. Among these is a \$ 49,277 increase in state retirement contributions and a \$ 330,053 reduction in State-shared Revenues. These have made this budget difficult to balance, but we are bringing to you a package that will only rely on \$ 210,033 from previous fund balances to achieve. A rate increase will be necessary to balance the Sewer fund, and this increase is necessary to continue operating this enterprise fund in a fiscally responsible way while paying off the debt in the Sewer Fund. An increase in the Sanitation Fund will be necessary in FY 2010-11, after three years without an increase. Overall, the staff feels very positive about the future of the City and is looking forward to the new fiscal year.

Along with presenting a spending plan for adoption, the City's assets appear to be in good condition, with the exception of the City's streets. We have already begun to address an overall strategy for improving the street infrastructure in Bisbee. The Arizona Street Rehabilitation Project is currently underway by a grant award of \$2.7 million from the state Transportation Improvement and Enhancement Plans and Community Development Block Grant funding of \$268,000 for Phase 4 Street Improvements in Bakerville. In addition, this budget includes funding of \$ 298,776 from the Capital Improvement Fund (Arizona Water Company settlement) to use for additional street maintenance and repair.

These are major steps toward comprehensively planning the future of our street infrastructure.

The City Management Staff was integrally involved in the formation of the budget. Directors developed budgets for their areas of responsibility in cooperation with the City Manager and Finance Director.

**Management Staff**

City Manager:	Stephen J. Pauken
City Clerk:	Gloria Gonzalez
Finance Department:	Dee Flanagan, Director
Police Department:	James Elkins, Chief of Police
Fire Department:	Jack Earnest, Fire Chief
Public Works:	Tom Klimek, Director
Personnel Department:	Jennifer Graeme, Director
Community Development:	John Charley, Director
Law:	John MacKinnon, City Attorney
Library:	Peg White, Director

Without the assistance of these individuals, this budget would have been impossible to establish.

**FY 2010-11 BUDGET SUMMARY**

The Budget reflects the City’s commitment to establishing Bisbee as one of the most progressive communities in Southeast Arizona while maintaining the attractive qualities of a small, semi-rural community and tourist destination. It also reflects a desire to invest in our economic future so that the long-term financial stability of the City is assured. Basic municipal services are our primary mission, and constitute the majority of spending for FY 2011-12.

The FY 2011-12 City Budget is the combined budgets of all parts of the organization with revenue and expenditure totals of \$ 24,243,122. Current revenues and current expenditures are in balance. Along with a Capital Improvements Fund that has funding available to meet our goals, we should be able to make some major improvements in infrastructure.

The City is projecting a 5% decrease in total General Fund available revenue. The General Fund is the fund where the vast majority of employee compensation is paid. We have not funded salary increases in the FY 2011-12 Budget, the fourth year in a row due to the faltering economy. In 2011, the size of our workforce will be reduced by six employees. These steps are necessary because the General Fund is negatively impacted by revenue reductions, the rising cost of health

insurance and pension contributions for our employees along with reductions in state-shared revenues; areas over which we have little, if any, control.

### **BASIS OF ACCOUNTING**

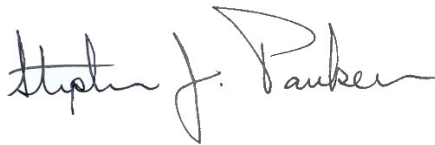
The basis of accounting used in the budget is the modified accrual method in which revenues are recognized when they are actually realized and the expenditures are recognized as the fund liability is incurred. We are now in full compliance with GASB 34 which mandated changes to the financial statements of local governments, closely reflecting financial statements in the private sector.

### **CONCLUSION**

The City of Bisbee finds itself squarely in the path of a deep economic recession. Even though we see some signs of recovery in our local revenues, there are still many negative factors beyond our control. We are fortunate to have budgeted wisely in previous fiscal years and spent conservatively. Even so, we must face modest program cuts and eliminate employee raises again this year. Given the progress we have made in the last five years to improve community services, improve employee compensation and morale, and strategically plan our future, this is not positive news. However, it could be far worse than it is, and we are grateful for that. Hopefully, economic conditions will continue to improve in the next year or two.

This is our sixth budget as City Manager and Finance Director for the City of Bisbee. A municipal budget is a product of the talents of many different people including the Mayor, the City Council, and the people of the community of interests that make our community thrive. Our thanks go out to all who shared their time and talent with us to ensure a great community both now and in the future.

Respectfully submitted,



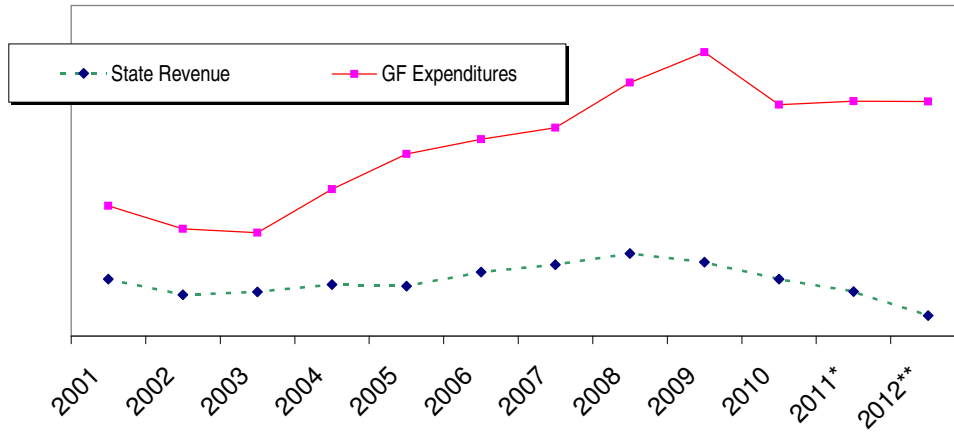
Stephen J. Pauken  
City Manager



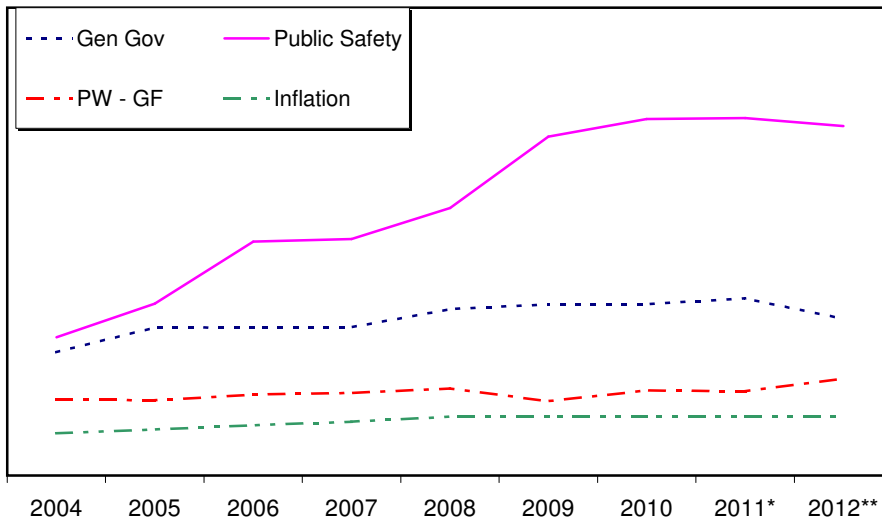
Dee L. Flanagan  
Finance Director

May 17, 2011

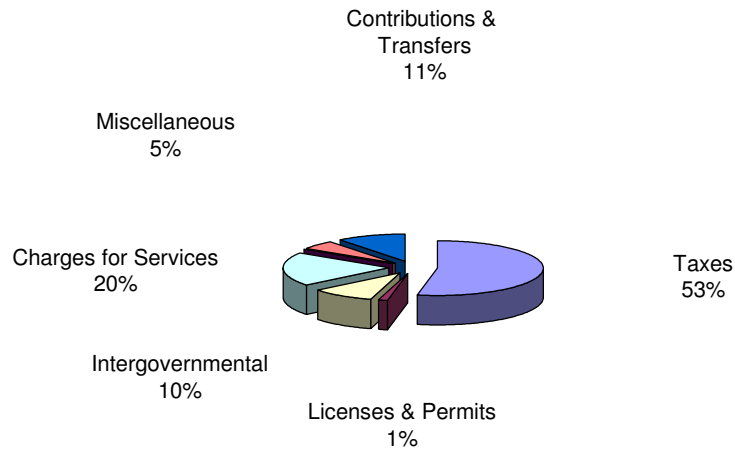
## Comparison of State Revenue and City Expenditure Fluctuations



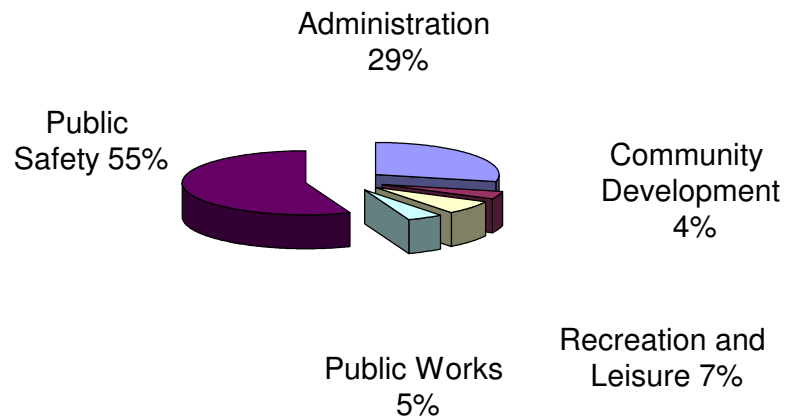
## Comparison of General Fund Expenditures by Major Expenditure Category



## General Fund Revenue by Type

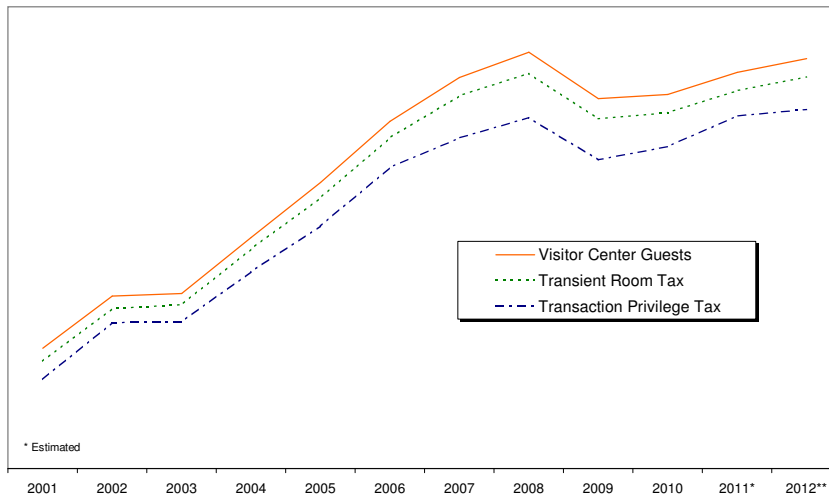


## General Fund Expenditure by Type

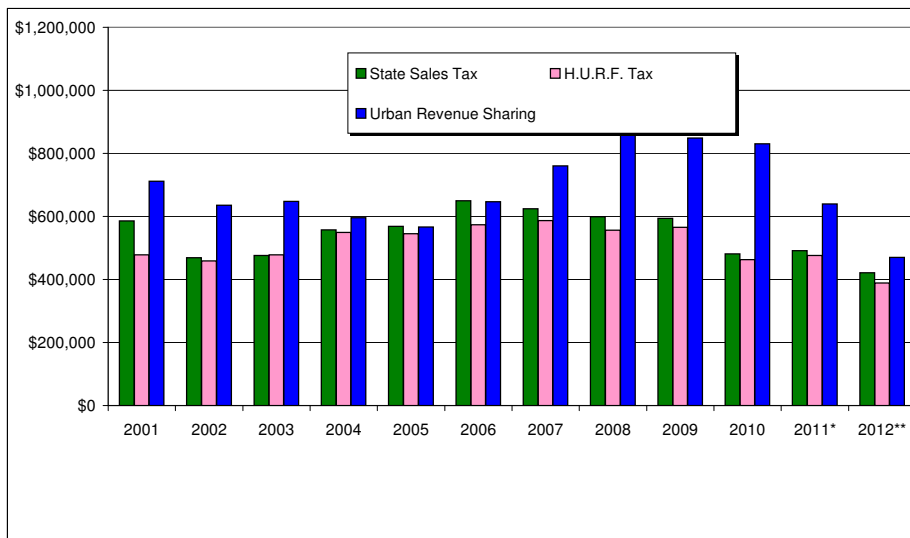




## Comparison of City TPT (Sales) Tax Collections, Transient Room Tax Collections, and Visitor Center Customers



## Comparison of State TPT (Sales) Tax, H.U.R.F. Tax, and Urban Revenue Sharing



<u>Account</u>		<u>FY 2010</u>	<u>FY 2010</u>	<u>FY 2011</u>	<u>YTD 12/31/10</u>	<u>FY 2011</u>	<u>FY 2012</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>
<b>Taxes</b>							
10-31-10000	CITY SALES TAX	1,855,000	1,690,813	1,665,000	839,160	1,781,420	1,800,000
10-31-10020	BED TAX	115,000	99,781	115,000	26,881	73,643	95,000
10-31-20200	STATE SALES TAX	505,105	481,186	492,896	236,486	491,303	421,784
10-31-24000	VEHICLE LICENSE TAX	280,000	291,924	320,975	150,060	291,225	286,736
10-31-24500	PROPERTY TAX	818,107	808,860	848,971	490,289	848,971	874,422
	<b>Total Revenue - Taxes</b>	<b>3,573,212</b>	<b>3,372,564</b>	<b>3,442,842</b>	<b>1,742,876</b>	<b>3,486,562</b>	<b>3,477,942</b>
<b>Licenses &amp; Permits</b>							
10-32-10400	BUILDING/SIGN PERMITS	50,000	43,387	50,000	22,416	45,000	45,000
10-32-10600	OCCUPATIONAL/LIQUOR LICENSES	52,000	37,361	42,000	23,886	39,563	40,000
10-32-10650	SPECIAL EVENT LICENSES	1,200	139	1,200	1,310	1,500	1,200
10-32-10800	DOG LICENSE FEES/IMPOUND FEES	1,000	1,138	1,000	350	500	1,000
	<b>Total Licenses &amp; Permits</b>	<b>104,200</b>	<b>82,025</b>	<b>94,200</b>	<b>47,962</b>	<b>86,563</b>	<b>87,200</b>
<b>Intergovernmental</b>							
10-33-20100	URBAN REVENUE SHARING	848,231	830,860	639,380	319,738	639,380	470,554
	<b>Total Intergovernmental</b>	<b>848,231</b>	<b>830,860</b>	<b>639,380</b>	<b>319,738</b>	<b>639,380</b>	<b>470,554</b>
<b>Charges for Services</b>							
10-34-10100	PLANNING/ZONING APPLICATIONS	2,300	4,175	3,000	1,455	3,000	3,000
10-34-10120	PLAN EXAMINATION FEE	0	9,624	2,700	3,479	4,500	4,500
10-34-10154	PROFESSIONAL SVC REIM P&Z	35,000	0	35,000	0	0	35,000
10-34-10300	LIBRARY FEES	3,500	3,935	3,500	1,655	3,000	3,500
10-34-10501	CEMETERY PLOT FEES	2,500	7,470	5,000	3,320	5,000	5,000
10-34-10510	CEMETERY MAINTENANCE FEES	0	1,800	0	1,200	2,500	0
10-34-10700	PUBLIC COPY FEES	750	1,020	750	189	750	750
10-34-10862	VEHICLE IMPOUND FEES	20,000	20,192	20,000	6,711	14,000	12,000
10-34-10870	TOWING FEES	0	0	0	75	150	0
10-34-10880	PARKS USE PERMIT	1,000	3,150	1,000	2,864	4,000	3,000
10-34-11500	FRANCHISE FEES	213,000	207,334	210,000	96,303	215,512	215,000
10-34-13502	SWIMMING LESSONS	2,000	1,594	2,000	559	559	1,500
10-34-15500	POOL ADMISSIONS	2,500	3,964	2,500	1,458	1,458	1,000
10-34-16080	RECREATION PROGRAM FEES	1,000	1,949	1,000	475	1,000	1,000
10-34-40066	AMBULANCE FEES	1,000,000	865,216	1,000,000	502,252	1,025,000	1,025,000
	<b>Total Charges for Services</b>	<b>1,283,550</b>	<b>1,131,423</b>	<b>1,286,450</b>	<b>621,995</b>	<b>1,280,429</b>	<b>1,310,250</b>
<b>Fines &amp; Forfeitures</b>							
10-35-10502	MUNICIPAL COURT FINES	0	438	0	295	295	0
10-35-70700	DOG LICENSE FINES	0	10	0	0	0	0
	<b>Total Fines &amp; Forfeitures</b>	<b>0</b>	<b>448</b>	<b>0</b>	<b>295</b>	<b>295</b>	<b>0</b>

<u>Account</u>		<u>FY 2010</u>	<u>FY 2010</u>	<u>FY 2011</u>	<u>YTD 12/31/10</u>	<u>FY 2011</u>	<u>FY 2012</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>
<b>Miscellaneous</b>							
10-36-10551	REFUNDS/ADJUSTMENTS	0	238	0	24	24	0
10-36-10802	ADOPTIONS ANIMAL SHELTER	2,500	3,100	2,500	1,060	1,200	2,500
10-36-11054	COPS (CHRP) GRANT	63,751	0	69,630	0	0	72,245
10-36-11062	SERVICE REIMB - POLICE DEPT	500	16,043	26,000	11,744	37,843	26,000
10-36-11063	POLICE VEHICLE USE FEES	0	25	0	85	85	0
10-36-11064	SERVICE REIMB - FIRE DEPT	25,000	9,551	25,000	250	250	25,000
10-36-11066	SCHOOL RESOURCE OFFICER	50,000	50,136	50,000	16,712	50,000	50,000
10-36-11087	INSURANCE REIMBURSEMENTS	0	48	0	0	0	0
10-36-11099	EXPENSE REIMBURSEMENTS	0	224	0	0	0	31,200
10-36-11100	L.L.E.A.C REVENUE FROM COUNTY	0	18	0	243	243	0
10-36-11600	OVER/SHORT	0	35	0	(2)	(2)	0
10-36-13500	RENTAL INCOME	66,900	66,900	66,900	29,575	66,900	51,600
10-36-13501	POOL RENTAL	0	475	500	75	75	500
10-36-13597	AUCTION FUNDS	100,000	69,993	100,000	0	30,000	25,000
10-36-14000	POOL CONCESSIONS	500	1,736	1,500	569	1,000	1,000
10-36-21000	INTEREST EARNED	9,000	3,429	6,000	1,381	2,500	3,000
10-36-21001	RETURNED CHECK FEES	50	105	50	30	50	50
10-36-50000	UNASSIGNED REVENUES	0	13,195	0	15,845	16,697	0
	<b>Total Miscellaneous</b>	<b>318,201</b>	<b>235,251</b>	<b>348,080</b>	<b>77,591</b>	<b>206,865</b>	<b>288,095</b>
<b>Contributions &amp; Transfers</b>							
10-38-40000	DONATIONS/MISC	0	0	0	100	100	0
10-38-40087	DONATIONS/SHELTER	0	585	0	100	139	0
10-38-51000	USE OF RESERVES	328,752	33,875	378,460	0	154,216	210,033
10-38-99939	TRANSFERS FROM RICO	0	18,864	0	0	0	0
10-38-99942	TRANSFER FROM BISBEE ARTS COMM.	1,500	0	1,500	0	0	1,500
10-38-99953	TRANSFER FROM POLICE SPECIAL REV	10,000	10,650	14,500	2,499	19,202	42,000
10-38-99954	TRANSFERS FROM WWATER DEPT	193,240	193,240	167,413	83,707	167,413	173,617
10-38-99956	TRANSFERS FROM SANITATION	55,327	82,956	91,023	45,511	91,023	93,959
10-38-99958	TRANS FROM C.I.P.	0	4,397	0	0	30,280	12,760
10-38-99959	TRANSFERS FROM QUEEN MINE	36,584	47,809	35,589	17,794	35,589	37,291
10-38-99996	TRANSFERS FROM BISBEE BUS	0	8,793	0	0	0	0
	<b>Total Contributions &amp; Transfers</b>	<b>625,403</b>	<b>401,169</b>	<b>688,485</b>	<b>149,711</b>	<b>497,962</b>	<b>571,160</b>
	<b>TOTAL REVENUE GENERAL FUND</b>	<b>6,752,797</b>	<b>6,053,740</b>	<b>6,499,437</b>	<b>2,960,168</b>	<b>6,198,056</b>	<b>6,205,201</b>

## 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 W. J. "Jack" Porter  
Councilmember Boyd Nicholl, Ward I  
Councilmember Ken Budge, Ward I  
Councilmember Luche Giacomino, Ward II  
Councilmember Ransom Burke, Ward II  
Councilmember Anna Cline, Ward III  
Councilmember Bennie Scott, Ward III

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 2010, there were twenty-four Regular Council Sessions, fifteen Special Sessions, nine Work Sessions and one Joint Session.

## Fiscal Year 2011-12 Budget Highlights

Travel to the Arizona League Conference was eliminated in the Mayor and Council budget for next year and the Donation and Fourth of July line items continue to remain at zero.

<u>Account</u>		<u>FY 2010</u>	<u>FY 2010</u>	<u>FY 2011</u>	<u>YTD 12/31/10</u>	<u>FY 2011</u>	<u>FY 2012</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>
<b>Mayor &amp; Council</b>							
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	54	45	54	26	53	59
	<b>Mayor &amp; Council Personnel Costs</b>	<b>20,722</b>	<b>20,713</b>	<b>20,722</b>	<b>10,360</b>	<b>20,721</b>	<b>20,727</b>
10-50-12000	BUSINESS TRAVEL	4,780	1,025	4,450	2,470	2,770	800
10-50-12100	CONFERENCES	3,700	0	2,800	1,204	1,704	0
10-50-24000	TELEPHONE & FAX	500	408	500	126	500	500
10-50-30000	OTHER CONTRACTS-VIDEO TAPING	3,000	3,565	4,000	1,175	4,000	2,000
10-50-41500	OFFICE SUPPLIES	1,500	688	1,500	167	600	500
10-50-41505	DONATIONS	2,600	0	0	0	0	0
10-50-43000	FOURTH OF JULY	7,000	7,000	0	0	0	0
10-50-43500	POSTAGE	250	42	250	59	100	250
10-50-51000	PRINTING & REPRODUCTION	0	48	50	0	50	50
10-50-52000	ADVERTISING	800	0	0	0	0	0
10-50-73000	MEMBERSHIP/DUES	5,700	5,167	5,200	4,884	5,000	6,608
10-50-74001	BISBEE PINS & MUGS	0	0	0	0	0	0
10-50-74002	MISCELLANEOUS	0	0	0	0	0	0
10-50-74097	OTHER PROJECTS	1,500	540	700	697	697	700
10-50-75100	OFFICE EQUIPMENT/FURNISHINGS	1,000	171	500	94	94	500
	<b>Total Mayor &amp; Council</b>	<b>53,052</b>	<b>39,367</b>	<b>40,672</b>	<b>21,236</b>	<b>36,236</b>	<b>32,635</b>

# 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 an obligation to serve the community and the region. As a part of this service, the City Manager is currently involved in the Cochise County Solid Waste Rate Review Board and the Economic Development Steering Committee, the Freeport-McMoRan Citizens Advisory Group, Chair of the SEAGO Administrative Council, and the Upper San Pedro Water District Organizing Board.

## Fiscal Year 2011-12 Budget Highlights

The FY 2011-12 Budget in the City Manager's Office remains frugal due to the continued economic challenges. Planned improvements have been delayed, and expenditures have been reduced as a part of the overall budget strategy. The City Manager continues to receive administrative support from the Personnel Director.

<u>Account</u>		<u>FY 2010</u>	<u>FY 2010</u>	<u>FY 2011</u>	<u>YTD 12/31/10</u>	<u>FY 2011</u>	<u>FY 2012</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>
<b>City Manager</b>							
10-51-11000	SALARIES - GENERAL	97,843	97,106	98,746	48,922	98,746	99,798
10-51-11050	SALARIES-PART TIME	0	1,862	0	0	0	0
10-51-11100	F.I.C.A.	6,117	6,214	6,173	2,876	5,890	6,238
10-51-11200	MEDICARE	1,431	1,464	1,444	673	1,370	1,459
10-51-11300	A.S.R.S.	9,246	9,133	9,727	4,819	9,727	10,728
10-51-11500	MEDICAL INSURANCE	4,717	4,764	5,277	2,199	5,277	5,333
10-51-11501	STANDARD DISABILITY INSURANCE	331	331	331	166	331	331
10-51-11505	DEFERRED COMP	811	812	811	338	811	811
10-51-11510	DENTAL INSURANCE	603	604	622	259	622	622
10-51-11600	LIFE INSURANCE	108	108	108	45	108	108
10-51-11700	WORKERS COMPENSATION	276	238	279	133	279	313
	<b>City Manager Personnel Costs</b>	<b>121,483</b>	<b>122,636</b>	<b>123,518</b>	<b>60,430</b>	<b>123,161</b>	<b>125,741</b>
10-51-12000	BUSINESS TRAVEL	1,500	226	1,000	0	0	500
10-51-12100	CONFERENCES	1,500	0	700	280	280	0
10-51-14000	EDUCATION/TRAINING	1,000	0	500	0	200	0
10-51-24000	TELEPHONE & FAX	700	376	300	157	800	1,300
10-51-41500	OFFICE SUPPLIES	300	74	200	19	50	100
10-51-41610	SPECIAL SUPPLIES - OTHER	250	5	120	0	0	100
10-51-42100	BOOKS AND REFERENCE MATERIALS	100	0	100	0	0	100
10-51-42300	SOFTWARE	0	1,426	0	0	0	0
10-51-43500	POSTAGE	150	93	100	8	25	100
10-51-51000	PRINTING/REPRODUCTION	50	85	50	0	0	50
10-51-52000	ADVERTISING	100	0	50	0	0	50
10-51-71000	SUBSCRIPTIONS & MEMBERSHIPS	1,200	808	1,000	982	982	1,000
10-51-73000	MISCELLANEOUS	1,000	510	500	0	0	500
	<b>Total City Manager</b>	<b>129,333</b>	<b>126,239</b>	<b>128,138</b>	<b>61,876</b>	<b>125,498</b>	<b>129,541</b>

# Finance

The Finance Department provides all the accounting services for the City, along with fiscal oversight and auditing services. The department also provides utility billing services for the Sanitation and Wastewater Funds and plays a vital role in assisting the City Manager with 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 Wastewater, Sanitation, and Queen Mine Funds.

The Finance Department also serves as the Fiscal Agent for the Bisbee Municipal Property Corporation.

Last year as a part of their ongoing responsibilities the Finance Department received and accounted for over \$11 million in deposits for various funds, issued and collected approximately 43,000 sewer and garbage bills, and processed over 13,000 payroll and accounts payable checks.

This past year the Finance Department has been busy with several ongoing projects and one staff retirement. 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.

## Fiscal Year 2011-12 Budget Highlights

There are no new programs or expenses included in this budget. Funds for personnel have been reallocated to reflect planned retirements within the department.



<u>Account</u>		<u>FY 2010</u>	<u>FY 2010</u>	<u>FY 2011</u>	<u>YTD 12/31/10</u>	<u>FY 2011</u>	<u>FY 2012</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>
<b>Finance</b>							
10-52-11000	SALARIES - GENERAL	219,816	211,670	221,176	113,003	214,611	213,712
10-52-11100	F.I.C.A.	13,880	12,771	13,964	6,756	13,557	13,502
10-52-11200	MEDICARE	3,246	2,968	3,266	1,580	3,170	3,158
10-52-11300	A.S.R.S.	20,772	19,898	21,786	10,766	21,139	22,974
10-52-11500	MEDICAL INSURANCE	23,585	23,819	26,385	10,994	25,068	23,108
10-52-11501	STANDARD DISABILITY INSURANCE	1,396	1,396	1,396	698	1,396	1,396
10-52-11505	DEFERRED COMP	4,057	4,057	4,057	1,690	4,057	4,057
10-52-11510	DENTAL INSURANCE	2,250	2,289	2,322	1,132	2,200	2,696
10-52-11600	LIFE INSURANCE	540	540	541	225	541	540
10-52-11700	WORKERS COMPENSATION	620	501	624	306	595	671
	<b>Finance Personnel Costs</b>	<b>290,162</b>	<b>279,909</b>	<b>295,517</b>	<b>147,150</b>	<b>286,334</b>	<b>285,814</b>
10-52-12000	BUSINESS TRAVEL	750	251	500	210	276	500
10-52-12100	CONFERENCES	1,200	679	1,200	165	692	0
10-52-14000	EDUCATION/TRAINING	2,000	479	1,500	0	0	2,200
10-52-33000	AUDITING & ACCOUNTING	34,000	30,600	34,000	35,500	35,500	37,000
10-52-36000	MAINTENANCE & SUPPORT AGREEMENTS	5,800	5,360	5,800	2,725	5,800	9,810
10-52-41500	OFFICE SUPPLIES	2,500	1,910	2,500	1,388	2,500	2,500
10-52-41602	SPECIAL SUPPLIES - BILLS & FORMS	4,200	2,367	4,200	1,190	4,200	4,200
10-52-41700	CONTRACT SERVICES	0	0	2,000	0	0	2,000
10-52-42100	BOOKS AND REFERENCE MATERIALS	575	846	575	0	0	575
10-52-42300	SOFTWARE	1,000	3,375	1,000	0	0	1,000
10-52-43500	POSTAGE & METER TAPES	12,500	11,412	12,500	5,395	12,500	12,500
10-52-51000	PRINTING & REPRODUCTION	50	34	50	0	50	50
10-52-52000	ADVERTISING	2,500	1,708	2,500	60	2,500	2,500
10-52-71000	SUBSCRIPTIONS & MEMBERSHIPS	250	320	250	60	320	320
10-52-75001	FEES - FUNDS MANAGEMENT	12,000	13,629	15,000	6,360	15,000	15,000
10-52-75002	FEES - COLLECTIONS-VARIANCES	0	27	0	0	0	0
10-52-75003	CREDIT CARD FEES	4,200	5,312	5,500	2,790	6,000	6,500
10-52-91000	COMPUTERS/OFFICE MACHINES	6,600	6,627	0	0	0	0
	<b>Total Finance</b>	<b>380,287</b>	<b>364,845</b>	<b>384,592</b>	<b>202,993</b>	<b>371,672</b>	<b>382,469</b>

## City Clerk

The City Clerk Office is responsible to the Mayor and City Council. The City Clerk's Office serves as the repository for original City records and correspondence, and maintains and monitors the recordkeeping and filing for City documents. The Clerk's Office maintains, updates, and monitors the LaserFiche Document Imaging System which allows for public and City staff access. City Clerk staff provides administrative support for nineteen (19) 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 include, processing telephone calls and daily mail, administers the oath of office, schedule meetings for staff, ensures that video equipment and recording system for meetings are operational and informs 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 the coordination of all City of Bisbee elections. The City Clerk conducted and oversaw the Primary and General Election during this Fiscal Year.

In February 2011 the City Clerk's Office hosted an Open Meeting Law and Public Record Law training session that was attended by City Staff, Mayor and Council and other outside organizations. These sessions were well attended and very informative.

## Fiscal Year 2011-12 Budget Highlights

The FY 2011-12 Budget for the City Clerk Office reflects the required continued education for staff. Non-essential training and software has been eliminated, as well as elimination of the part-time position in the Clerk Office

<u>Account</u>		<u>FY 2010</u>	<u>FY 2010</u>	<u>FY 2011</u>	<u>YTD 12/31/10</u>	<u>FY 2011</u>	<u>FY 2012</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>
<b>City Clerk</b>							
10-53-11000	SALARIES - GENERAL	86,155	80,089	86,258	29,417	67,500	72,405
10-53-11001	OVERTIME - GENERAL	600	2,310	600	831	1,000	1,500
10-53-11050	SALARIES - PART TIME	17,940	16,572	17,940	4,129	4,129	
10-53-11100	F.I.C.A.	6,592	6,185	6,598	2,122	4,600	4,683
10-53-11200	MEDICARE	1,540	1,449	1,543	496	1,200	1,095
10-53-11300	A.S.R.S.	9,894	9,179	10,323	3,385	7,200	7,945
10-53-11500	MEDICAL INSURANCE	9,434	8,695	10,554	3,518	10,100	10,665
10-53-11501	STANDARD DISABILITY INSURANCE	575	547	575	204	550	575
10-53-11505	DEFERRED COMP	1,623	1,488	1,623	541	1,490	1,623
10-53-11510	DENTAL INSURANCE	442	406	456	95	228	228
10-53-11600	LIFE INSURANCE	216	198	216	72	198	216
10-53-11700	WORKERS COMPENSATION	295	232	296	92	198	232
10-53-11800	STATE UNEMPLOYMENT	0	960	0	720	720	0
	<b>City Clerk Personnel Costs</b>	<b>135,306</b>	<b>128,310</b>	<b>136,982</b>	<b>45,622</b>	<b>99,113</b>	<b>101,167</b>
10-53-12000	BUSINESS TRAVEL	4,000	111	1,500	226	1,500	500
10-53-12100	CONFERENCES	650	0	0	0	0	0
10-53-14000	EDUCATION/TRAINING	1,250	80	1,000	75	1,300	1,500
10-53-24000	TELEPHONE & FAX	500	376	500	157	500	0
10-53-36000	MAINTENANCE & SUPPORT AGREEMENTS	1,200	1,179	1,700	1,929	2,400	3,000
10-53-41500	OFFICE SUPPLIES	2,500	1,717	2,000	551	2,000	2,000
10-53-42100	BOOKS AND REFERENCE MATERIALS	150	0	150	0	0	150
10-53-42300	SOFTWARE	500	0	500	0	0	0
10-53-43500	POSTAGE	200	150	250	85	250	250
10-53-51000	PRINTING/REPRODUCTION	700	8	100	0	100	100
10-53-51500	CONTRACTED LABOR	0	982	0	0	2,000	0
10-53-52000	ADVERTISING/PUBLICATIONS	2,000	1,334	2,000	891	2,000	2,000
10-53-71000	SUBSCRIPTIONS & MEMBERSHIPS	600	458	600	203	500	500
10-53-74000	ELECTIONS	0	189	20,000	17,050	17,050	0
10-53-75100	OFFICE EQUIP & FURNISHINGS	1,450	0	500	0	300	500
10-53-91000	HRDWR/SFTWR/OFFICE MACHINES	950	669	300	128	128	500
	<b>Total City Clerk</b>	<b>151,956</b>	<b>135,563</b>	<b>168,082</b>	<b>66,917</b>	<b>129,141</b>	<b>112,167</b>

## Community Development

The Community Development Department 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, Visitor Center, Building Inspection/Code Enforcement, Queen Mine Tour, and the Bisbee Bus. In addition, the department provides staff liaisons to the Planning and Zoning Commission, the Design Review Board, the Bisbee Arts Commission, Board of Adjustments, the Commission on Disabilities Issues, and the Transportation Advisory Council.

During FY 2010-11 the Community Development Department's Planning, Zoning, and Building Inspection/Code Enforcement staff brought several projects from conception to fruition. These projects included the completion of Ace Hardware, site plan review for CCAH expansion, City Hall Door and Window Replacement, zoning regulations for Medical Marijuana.

In addition, the Community Development Department is also working on the Old Bisbee Walking Map, Old Bisbee Design Guidelines and Historic District Parking Ordinance.

## Fiscal Year 2011-12 Budget Highlights

Community Development has been working with State agencies to determine the impact of State budget cutbacks affecting local programs. While several programs have been suspended, the Department will work to identify other funding sources and take full advantage of State and Federal funding options.

<u>Account</u>		<u>FY 2010</u>	<u>FY 2010</u>	<u>FY 2011</u>	<u>YTD 12/31/10</u>	<u>FY 2011</u>	<u>FY 2012</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>
<b>Comm. Development</b>							
10-54-11000	SALARIES - GENERAL	98,596	95,148	93,870	42,888	89,500	89,690
10-54-11001	OVERTIME - GENERAL	2,164	779	1,500	141	1,000	1,500
10-54-11050	SALARIES - PART TIME	0	139	0	0	0	0
10-54-11100	F.I.C.A.	6,348	5,767	6,014	2,556	5,600	5,754
10-54-11200	MEDICARE	1,485	1,347	1,406	598	1,300	1,346
10-54-11300	A.S.R.S.	9,522	9,020	9,394	4,238	9,127	9,803
10-54-11500	MEDICAL INSURANCE	9,434	9,134	10,554	3,958	10,554	10,665
10-54-11501	STANDARD DISABILITY INSURANCE	622	621	662	331	710	662
10-54-11505	DEFERRED COMP	1,623	1,593	1,623	575	1,522	1,623
10-54-11510	DENTAL INSURANCE	824	807	850	354	850	850
10-54-11600	LIFE INSURANCE	216	207	216	90	216	216
10-54-11700	WORKERS COMPENSATION	284	228	265	117	265	282
10-54-11800	STATE UNEMPLOYMENT	0	0	0	1,680	0	0
<b>Community Development Personnel Costs</b>		<b>131,118</b>	<b>124,790</b>	<b>126,354</b>	<b>57,526</b>	<b>120,644</b>	<b>122,391</b>
10-54-12000	BUSINESS TRAVEL	400	0	300	336	400	0
10-54-12100	CONFERENCES	1,700	0	1,000	305	1,000	0
10-54-14000	EDUCATION/TRAINING	2,000	1,103	500	75	500	0
10-54-24000	TELEPHONE & FAX	1,200	442	1,200	202	500	250
10-54-34000	PROFESSIONAL FEES	35,000	8,597	35,000	0	0	35,000
10-54-34001	OTHER CONTRACTS	15,000	0	0	0	0	0
10-54-41500	OFFICE SUPPLIES	1,300	362	1,300	1,394	1,394	1,500
10-54-42300	SOFTWARE	500	0	500	0	0	0
10-54-43500	POSTAGE	1,200	676	1,200	467	1,200	1,200
10-54-51000	PRINTING/REPRODUCTION	1,450	496	1,450	30	1,450	1,450
10-54-52000	ADVERTISING	1,200	1,206	1,200	410	1,000	1,200
10-54-71000	SUBSCRIPTIONS & MEMBERSHIPS	500	69	250	250	500	500
10-54-73000	MISCELLANEOUS	1,500	0	0	0	0	0
	ECONOMIC DEVELOPMENT OPPORTUNITIES	0	0	0	0	0	2,000
10-54-73555	ECONOMIC FORUM	0	1,315	1,500	1,315	1,315	1,500
10-54-75100	EQUIPMENT & FURNITURE-COMPUTER	0	0	1,800	0	0	0
10-54-93000	GRANT MATCH	28,770	18,915	21,821	0	7,000	6,667
<b>Total Community Development</b>		<b>222,838</b>	<b>157,971</b>	<b>195,375</b>	<b>62,310</b>	<b>136,903</b>	<b>173,658</b>

## 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 to Debt Service Fund to provide for those debts funded by the General Fund
- Transfer portion of TPT (Sales Tax) Revenue allocated to Wastewater Fund
- Transfer to Bisbee Bus to supplement the City's "in-kind" contribution to the operation including funds to replace lost revenues from LTAF II.

### Fiscal Year 2011-12 Budget Highlights

There are no new expenditures planned for this department.

<u>Account</u>		<u>FY 2010</u>	<u>FY 2010</u>	<u>FY 2011</u>	<u>YTD 12/31/10</u>	<u>FY 2011</u>	<u>FY 2012</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>
<b>Admin &amp; Gen Government</b>							
10-55-21000	ELECTRIC	16,800	17,109	16,800	9,241	18,000	18,000
10-55-22000	WATER	2,500	2,111	2,500	986	2,500	2,500
10-55-22550	SEWER AND GARBAGE SERV.	3,750	3,840	4,000	1,637	4,000	4,141
10-55-23000	GAS	7,700	5,242	7,700	1,735	7,000	7,700
10-55-34002	PROFESSIONAL FEES - 125 PLAN	250	250	250	250	250	250
10-55-34010	PROFESSIONAL FEES - SEAGO	2,600	2,485	2,600	932	2,600	2,600
10-55-41500	OFFICE SUPPLIES	4,000	4,178	4,000	1,181	3,600	4,000
10-55-41700	CONTRACT SERVICES	1,100	910	0	0	0	0
10-55-42400	SPECIAL SUPP - FLAGS	1,500	695	1,500	704	1,500	1,500
10-55-43500	POSTAGE	3,400	(1,604)	3,400	(1,182)	2,000	3,400
10-55-51000	PRINTING	1,600	683	1,600	0	1,000	1,600
10-55-51100	COPIER MAINTENANCE	10,300	7,418	8,050	3,289	8,050	8,050
10-55-52500	PROPERTY, CASUALTY, LIABILITY	150,000	111,741	150,000	55,800	125,000	150,000
10-55-52501	INSURANCE CLAIMS & DEDUCTIBLES	5,000	8,851	5,000	2,850	5,000	5,000
10-55-54500	PROPERTY LEASES - VARIOUS	650	583	650	638	650	650
10-55-62000	FUEL & LUBRICANTS	3,000	2,852	3,000	1,400	3,000	3,500
10-55-99020	TRANSFER BED TAX TO FUND 20	115,000	99,781	115,000	26,880	73,643	95,000
10-55-99050	TRANSFER TO AIRPORT	9,780	0	0	0	0	0
10-55-99053	TRANSFER TO SPEC POLICE GRANTS	0	15	0	0	0	0
10-55-99085	TRANSFERS TO DEBT SERVICE	84,805	84,805	67,982	33,991	67,982	97,734
10-55-99210	TRF .5% SALES TAX TO WASTE WATER	348,000	333,091	333,000	134,428	356,284	353,000
10-55-99996	TRANSFER TO BISBEE BUS	950	950	27,065	13,532	0	8,845
<b>Total Admin &amp; Gen Government</b>		<b>772,685</b>	<b>685,986</b>	<b>754,097</b>	<b>288,292</b>	<b>682,059</b>	<b>767,470</b>

## 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 Director continues to be responsible for administrative support to the City Manager and the City Attorney as well as Information Systems. The Personnel Director also serves as Staff Liaison to the Civil Service Commission.

In 2010, the Personnel Director achieved a Professional in Human Resources Certification broadening the body of Human Resources knowledge in the department.

The Personnel Rules and Regulations along with multiple job descriptions were amended in 2010 in an effort to ensure these documents serve the needs of the City.

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. These plans provided the employee the option to select a health insurance plan based on individual needs.

The Personnel Department arranged for continuing education and wellness education opportunities with a variety of workshops for both supervisory and non-supervisory personnel.

## Fiscal Year 2011-12 Budget Highlights

In the coming year the Personnel Department will work closely with the City Manager and Department Heads to continue the reorganization required to "right size" city government. Analyzing human capital needs to ensure essential city services are provided at a high standard while maintaining employee morale will be the primary focus in FY 2011-12.



<u>Account</u>		<u>FY 2010</u>	<u>FY 2010</u>	<u>FY 2011</u>	<u>YTD 12/31/10</u>	<u>FY 2011</u>	<u>FY 2012</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>
<b>Personnel</b>							
10-56-11000	SALARIES - GENERAL	45,719	45,805	46,483	22,886	48,512	49,442
10-56-11100	F.I.C.A.	2,885	2,868	2,932	1,429	3,033	3,116
10-56-11200	MEDICARE	675	669	686	334	709	729
10-56-11300	A.S.R.S.	4,320	4,308	4,579	2,254	4,779	5,315
10-56-11500	MEDICAL INSURANCE	4,717	4,764	5,277	2,199	5,277	5,333
10-56-11501	STANDARD DISABILITY INSURANCE	331	331	332	166	332	331
10-56-11505	DEFERRED COMP	811	811	811	338	811	811
10-56-11510	DENTAL INSURANCE	603	604	622	259	622	622
10-56-11600	LIFE INSURANCE	108	108	108	45	108	108
10-56-11700	WORKERS COMPENSATION	129	109	131	62	132	155
	<b>Personnel Costs</b>	<b>60,298</b>	<b>60,377</b>	<b>61,961</b>	<b>29,972</b>	<b>64,315</b>	<b>65,962</b>
10-56-12000	BUSINESS TRAVEL	200	35	200	0	104	500
10-56-14000	EDUCATION/TRAINING	300	2,074	700	250	1,545	2,000
10-56-35100	RECRUITMENT COSTS	500	615	500	273	400	300
10-56-41500	OFFICE SUPPLIES	300	270	300	179	207	200
10-56-41610	SPECIAL SUPPLIES - OTHER	500	81	200	0	80	50
10-56-41710	EMPLOYEE LAB TESTS	1,000	24	500	0	0	150
10-56-42100	BOOKS AND REFERENCE MATERIAL	100	0	100	0	0	0
10-56-43500	POSTAGE	200	163	200	60	120	120
10-56-51000	PRINTING & REPRODUCTION	30	1	20	0	0	0
10-56-52000	ADVERTISING/PUBLICATIONS	1,800	426	500	119	225	200
10-56-71000	SUBSCRIPTIONS & MEMBERSHIPS	195	160	160	160	160	160
10-56-73000	MISCELLANEOUS	500	0	500	0	0	0
10-56-74001	HEALTH & SAFETY	500	504	525	432	475	0
	<b>Total Personnel</b>	<b>66,423</b>	<b>64,730</b>	<b>66,366</b>	<b>31,445</b>	<b>67,631</b>	<b>69,642</b>

## 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, and defends the City against all lawsuits and claims. The City Attorney is also responsible for drafting ordinances and resolutions for consideration by City Council, and provides staff support for various boards and commissions.

## Fiscal Year 2011-12 Budget Highlights

Funding is provided for part time Legal Services as well as additional funding for contingency services. The Legal Department continues to receive administrative support from the Personnel Director.

<u>Account</u>		<u>FY 2010</u>	<u>FY 2010</u>	<u>FY 2011</u>	<u>YTD 12/31/10</u>	<u>FY 2011</u>	<u>FY 2012</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>
<b>Legal Services</b>							
10-57-11000	SALARIES - GENERAL	97,317	79,596	94,994	47,497	59,919	0
10-57-11100	F.I.C.A.	6,085	4,605	5,940	2,741	3,437	0
10-57-11200	MEDICARE	1,423	1,063	1,389	641	804	0
10-57-11300	A.S.R.S.	9,196	7,487	9,358	4,678	5,902	0
10-57-11500	MEDICAL INSURANCE	4,717	4,371	5,277	2,199	3,078	0
10-57-11501	STANDARD DISABILITY INSURANCE	331	276	331	166	221	0
10-57-11505	DEFERRED COMP	811	778	811	304	439	0
10-57-11510	DENTAL INSURANCE	603	554	622	259	363	0
10-57-11600	LIFE INSURANCE	108	99	108	45	63	0
10-57-11700	WORKERS COMPENSATION	214	140	208	101	127	0
	<b>Legal Services Personnel Costs</b>	<b>120,805</b>	<b>98,969</b>	<b>119,038</b>	<b>58,631</b>	<b>74,353</b>	<b>0</b>
10-57-12000	BUSINESS TRAVEL	500	0	0	0	0	500
10-57-14000	EDUCATION/TRAINING	500	0	200	0	0	0
10-57-31100	PROFESSIONAL FEES - ATTORNEY	1,000	5,614	1,000	0	44,119	98,050
10-57-41500	OFFICE SUPPLIES	250	200	250	77	100	250
10-57-41800	DUPLICATION/COPY FEES	100	1	100	0	0	100
10-57-42100	BOOKS AND REFERENCE MATERIALS	2,000	1,638	2,000	1,803	2,000	0
10-57-43500	POSTAGE	200	106	100	117	150	200
10-57-71000	SUBSCRIPTIONS & MEMBERSHIPS	1,300	1,212	1,300	256	1,300	850
10-57-73000	MISCELLANEOUS	100	0	0	0	0	0
10-57-75005	RECORDING FEES	50	16	50	11	25	50
	<b>Total Legal Service</b>	<b>126,805</b>	<b>107,756</b>	<b>124,038</b>	<b>60,895</b>	<b>122,047</b>	<b>100,000</b>

## Water System

This department is better known as the Old Bisbee Fire Protection 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. Maintenance of this system is handled by Wastewater personnel. Expenditures for this department include expenses attendant to the system, and do not include personnel costs.

### Fiscal Year 2011-12 Budget Highlights

The FY 2011-12 budget for the Water System includes funding for replacing valves and flushing the system.

<u>Account</u>		<u>FY 2010</u>	<u>FY 2010</u>	<u>FY 2011</u>	<u>YTD 12/31/10</u>	<u>FY 2011</u>	<u>FY 2012</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>
<b>Water System</b>							
10-58-21000	ELECTRIC	3,000	1,944	2,700	473	1,500	1,500
10-58-22000	WATER	0	3,719	0	0	2,500	2,500
10-58-34102	TESTING	500	0	0	0	0	0
10-58-42500	OTHER MAINTENANCE - SYSTEM	2,000	0	1,000	0	0	5,000
10-58-64000	EQUIPMENT MAINTENANCE	5,000	0	1,000	0	0	0
<b>Total Water System</b>		<b>10,500</b>	<b>5,663</b>	<b>4,700</b>	<b>473</b>	<b>4,000</b>	<b>9,000</b>

## Information Systems

The Information Systems Department funds maintenance and consulting services for all the City computer systems, telephones and internet access for 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 2011-12 Budget Highlights

Funding for computer purchases has been removed from individual departmental budgets and included in the Information Systems budget to fund the purchase of any computers which require replacement. This will allow the City to prioritize computer replacements more efficiently.

<u>Account</u>		<u>FY 2010</u>	<u>FY 2010</u>	<u>FY 2011</u>	<u>YTD 12/31/10</u>	<u>FY 2011</u>	<u>FY 2012</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>
<b>Information Systems</b>							
10-59-24000	TELEPHONE & FAX	15,000	13,652	14,000	4,611	10,000	14,000
10-59-24001	T1 LINE FOR INTERNET ACCESS	9,000	5,280	6,000	2,880	5,800	6,000
10-59-34000	PROFESSIONAL FEES - COMPUTER	16,000	10,852	16,000	12,170	23,000	20,000
10-59-36000	MAINTENANCE & SUPPORT AGREEMENTS	0	2,529	0	0	0	1,167
10-59-41610	VIDEO/SUPPLIES	300	0	0	0	0	0
10-59-91000	EQUIPMENT	0		2,500	0	750	3,000
	<b>Total Information Systems</b>	<b>40,300</b>	<b>32,313</b>	<b>38,500</b>	<b>19,661</b>	<b>39,550</b>	<b>44,167</b>

## **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, maintain 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. This department also maintains the Animal Control Service and Shelter and presently supports a "no kill" facility.

The Bisbee Police Department recieved a new enhanced 911 Power Mapping System supported by the AZ 911 Administration that allows the department to improve response time, efficiency, and productivity.

The Bisbee Police Department maintains a 24-hour dispatch and 9-1-1 Enhanced System. They dispatch 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. During the 2010 calendar year, the Bisbee Police Department responded to 6,689 calls for service. These calls included: Accidents - 83; Disturbances - 333; Crimes Against Persons - 218; Crimes Against Property - 276; Juvenile Problems - 49; 911 Calls - 1,342; Citations - 168; Extra Patrol House Watch - 93; Assist Other Agencies - 171; Parking Complaints - 154; Suspicious Activities - 566; Alarms - 225; Animal Control - 962; Other Incidents - 2,049.

### **Fiscal Year 2011-12 Budget Highlights**

This budget includes possible funding from the COPS Hiring Recovery Program (C.H.R.P.) to provide salary and benefits for one officer for the next three years. In addition, various funding for personnel expenses has been reduced.



<u>Account</u>		<u>FY 2010</u>	<u>FY 2010</u>	<u>FY 2011</u>	<u>YTD 12/31/10</u>	<u>FY 2011</u>	<u>FY 2012</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>
<b>Police</b>							
10-62-11000	SALARIES - GENERAL	1,008,366	938,331	973,642	470,136	968,180	858,895
10-62-11001	OVERTIME - GENERAL	108,939	155,545	103,444	100,613	175,000	106,162
10-62-11004	DIFFERENTIAL PAY EXPENSE	17,500	14,358	19,500	8,000	19,500	0
10-62-11006	REIMBURSED OVERTIME EXPENSE	0	(63,605)	0	0		0
10-62-11050	SALARIES - PART TIME	30,940	48,613	31,265	19,128	38,900	29,192
10-62-11090	REIMBURSED SALARIES - DHLS	0	0	0	(13,374)	(94,405)	0
10-62-11100	F.I.C.A.	73,876	71,886	69,989	36,475	68,705	61,221
10-62-11200	MEDICARE	17,277	16,835	16,368	8,530	16,068	14,318
10-62-11300	A.S.R.S.	31,150	32,385	32,566	17,082	35,867	41,895
10-62-11400	A.P.S.P.R.S.	245,698	226,638	242,603	121,729	242,779	251,906
10-62-11500	MEDICAL INSURANCE	108,493	102,234	121,371	48,373	121,371	111,984
10-62-11501	STANDARD DISABILITY INSURANCE	10,895	9,446	10,557	5,034	10,557	9,880
10-62-11505	DEFERRED COMP	18,663	17,446	18,663	7,370	18,663	17,040
10-62-11510	DENTAL INSURANCE	10,807	10,901	12,336	4,881	12,336	11,092
10-62-11600	LIFE INSURANCE	2,485	2,259	2,484	990	2,484	2,268
10-62-11700	WORKERS COMPENSATION	33,858	27,782	32,402	20,733	42,388	42,831
	<b>Police Personnel Costs</b>	<b>1,718,947</b>	<b>1,611,054</b>	<b>1,687,190</b>	<b>855,700</b>	<b>1,678,393</b>	<b>1,558,684</b>
10-62-11705	POLICE CANCER INS POLICY	1,600	1,400	1,600	1,050	1,050	1,600
10-62-11800	STATE UNEMPLOYMENT	0	4,587	0	0	0	0
10-62-11990	REIMBURSED ERE'S - DHLS	0	(28,553)	0	(5,201)	(37,249)	0
10-62-12000	BUSINESS TRAVEL	0	61	0	0	0	0
10-62-13000	UNIFORMS	24,800	22,394	25,600	18,510	23,000	12,800
10-62-13010	HEATH CLUB REIMBURSEMENT	600	625	2,000	505	1,305	2,000
10-62-13039	RICO-AUTHORIZED EXPENDITURES	0	1,614	0	5,511	6,000	0
10-62-13040	ANTI-RACQUETEERING ACTIVITY	0	658	0	970	970	0
10-62-13097	AUCTION EXPENSES & EQUIPMENT	5,000	5,234	5,000	1,611	4,000	5,000
10-62-14000	EDUCATION/TRAINING	4,000	2,904	4,000	812	3,000	2,000
10-62-21000	ELECTRIC	12,000	12,258	12,000	7,139	12,240	12,300
10-62-22000	WATER	1,500	1,348	1,500	580	1,000	1,500
10-62-22550	SEWER AND GARBAGE SERV.	2,125	2,031	2,100	855	1,500	2,130
10-62-23000	GAS	1,500	1,321	1,600	223	1,000	1,600
10-62-24000	TELEPHONE & FAX	14,000	11,601	12,000	5,267	9,000	10,500
10-62-24001	INTERNET ACCESS FEES	800	701	800	436	850	850
10-62-35000	EMPLOYEE TESTING	0	1,800	300	0	0	300
10-62-35100	RECRUITMENT COSTS	300	554	300	0	0	300
10-62-41500	OFFICE SUPPLIES	4,500	4,265	4,500	2,523	4,500	4,500
10-62-41601	SPECIAL SUPP - AMMUNITION	1,000	1,224	1,000	0	1,000	1,000
10-62-41700	CONTRACT SERVICES	2,000	1,231	1,000	240	600	1,000
10-62-42000	CUSTODIAL SUPPLIES	0	2,006	0	0	0	0
10-62-42100	BOOKS AND REFERENCE MATERIALS	700	211	300	250	250	300
10-62-42500	REPAIRS & MAINT - BLDG	1,000	2,494	5,500	1,265	5,500	3,000
10-62-43500	POSTAGE	200	406	900	144	370	500
10-62-43600	MOVING, TOWING, STORAGE	7,000	17,483	9,000	2,987	10,000	9,000
10-62-52000	ADVERTISING	100	0	100	0	100	100
10-62-53000	CONTRACTS - OTHER	6,200	2,320	4,800	2,843	4,000	4,000
10-62-53503	DOC WORKERS	0	542	200	370	600	600
10-62-61000	PARTS & LABOR	12,000	9,506	12,000	4,227	9,000	12,000
10-62-62000	FUEL & LUBRICANTS	65,000	48,750	65,000	27,545	57,000	60,000
10-62-64000	EQUIPMENT	600	1,102	1,000	80	1,000	1,000
10-62-71000	SUBSCRIPTIONS & MEMBERSHIPS	500	100	300	0	200	200
10-62-72000	OTHER MAINT - ANIMAL SHELTER	4,500	5,369	4,500	2,482	4,227	4,500
10-62-72001	SHELTER PROGRAMS	5,000	4,656	5,000	1,060	5,000	5,000
	<b>Total Police</b>	<b>1,897,472</b>	<b>1,755,257</b>	<b>1,871,090</b>	<b>939,984</b>	<b>1,809,406</b>	<b>1,718,264</b>

# 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 department also provides inter-facility transfer of patients to hospitals in Sierra Vista, Tucson, and Phoenix. Additionally, this department plays a vital role in Incident Command for natural and man-made disasters.

One of the unique features of the City of Bisbee is the full-time Fire Department because many of the cities in the United States of this size operate with a volunteer Fire Department. After the great fire of 1908, the City decided that they should have a full-time fire department, and that tradition continues to this day. While the cost of services is high, it is supplemented by the inter-facility transfer service.

During the 2010 calendar year, the Fire Department responded to 1,882 calls. Most of these involved the following categories:

- Structure fires - 7
- Brush fires (including state land) - 33
- Other fires - 16
- Fire good intent - 52
- Vehicle fires - 4
- Emergency Medical Services (including good intent) - 987
- Inter-facility transfers - 417
- UDA EMS Transports - 19

## Fiscal Year 2011-12 Budget Highlights

The Fire Department budget includes increased prices for fuel, supplies and increased employer contributions to the retirement system.

Once again the Fire Department is requesting grants from FEMA for a new fire truck at an estimated total cost of \$300,000. If awarded, the City's share would be \$15,000 which is included in this budget.

Funding for the Fire Department reflects a decrease in personnel and overtime.

<u>Account</u>		<u>FY 2010</u>	<u>FY 2010</u>	<u>FY 2011</u>	<u>YTD 12/31/10</u>	<u>FY 2011</u>	<u>FY 2012</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>
<b>Fire</b>							
10-64-11000	SALARIES - GENERAL	795,917	774,565	804,031	407,882	804,031	711,254
10-64-11001	OVERTIME - GENERAL	130,000	135,021	130,000	84,246	196,000	160,000
10-64-11200	MEDICARE	13,916	12,963	13,779	6,955	14,736	12,845
10-64-11400	A.P.S.P.R.S.	327,508	306,136	335,207	171,244	362,043	373,279
10-64-11500	MEDICAL INSURANCE	94,342	94,636	105,540	43,975	105,540	95,986
10-64-11501	STANDARD DISABILITY INSURANCE	7,082	9,407	9,634	4,891	9,634	8,744
10-64-11505	DEFERRED COMP	16,229	16,678	16,229	6,779	16,229	14,606
10-64-11510	DENTAL INSURANCE	9,160	8,712	11,606	4,198	11,606	8,437
10-64-11600	LIFE INSURANCE	2,160	2,097	2,161	900	2,161	1,946
10-64-11700	WORKERS COMPENSATION	29,306	23,795	29,565	19,432	31,397	41,885
	<b>Fire Personnel Costs</b>	<b>1,425,620</b>	<b>1,384,010</b>	<b>1,457,752</b>	<b>750,502</b>	<b>1,553,377</b>	<b>1,428,982</b>
10-64-11705	FIREFIGHTER CANCER INS POLICY	2,500	2,000	2,500	1,500	2,500	2,500
10-64-11800	STATE UNEMPLOYMENT	0	0	0	0	0	0
10-64-12000	BUSINESS TRAVEL	1,800	309	300	0	100	300
10-64-12100	CONFERENCES	600	0	600	309	309	0
10-64-13000	UNIFORMS	15,750	14,750	16,000	7,500	16,000	9,000
10-64-14000	EDUCATION/TRAINING	6,000	4,164	6,000	1,821	5,000	8,600
10-64-21000	ELECTRIC	8,000	8,734	8,000	4,764	8,000	8,000
10-64-22000	WATER	775	702	700	425	700	700
10-64-22550	SEWER AND GARBAGE SERV.	2,200	2,129	2,200	904	2,200	2,272
10-64-23000	GAS	5,000	5,137	5,000	979	5,000	5,000
10-64-24000	TELEPHONE & FAX	5,000	5,389	5,000	1,262	5,000	5,000
10-64-24102	COMMUNICATION EQUIP-PAGERS	2,340	2,569	2,500	1,261	2,500	0
10-64-28600	AMBULANCE BILLING FEES	22,000	18,340	22,000	8,910	22,000	22,000
10-64-31100	PROFESSIONAL FEES	80,000	77,778	80,000	36,356	80,000	80,000
10-64-36000	MAINTENANCE & SUPPORT AGREEMENTS	500	0	0	0	0	0
10-64-40000	SUPPLIES	1,500	7	0	0	0	0
10-64-41500	OFFICE SUPPLIES	2,000	2,166	2,000	1,572	2,000	2,000
10-64-41502	VACCINES	1,500	730	1,000	0	800	1,000
10-64-41608	MEDICAL SUPP - FIRST AID KITS	30,000	29,482	35,000	18,336	45,000	35,000
10-64-41610	SPECIAL SUPPLIES - OTHER	3,500	4,690	4,000	1,893	4,000	4,000
10-64-41700	CONTRACT SERVICES	2,500	2,672	2,000	2,668	3,500	2,000
10-64-42000	CUSTODIAL SUPPLIES	2,500	3,680	2,500	0	2,500	2,500
10-64-42100	BOOKS AND REFERENCE MATERIALS	500	0	500	0	250	500
10-64-42500	REPAIRS & MAINT - BLDG	3,000	3,006	3,000	616	3,000	3,000
10-64-43500	POSTAGE	100	68	100	30	100	100
10-64-52000	ADVERTISING	120	70	120	0	50	120
10-64-53000	CONTRACTS - OTHER	2,800	2,736	3,500	2,399	3,500	3,500
10-64-54000	CRIME/FIRE PREVENTION	1,400	1,374	1,400	1,400	1,400	1,400
10-64-56001	SMALL TOOLS & EQUIPMENT	5,000	2,094	5,000	1,118	5,000	5,000
10-64-56002	EQUIPMENT	4,000	1,835	4,000	1,266	4,000	4,000
10-64-61000	PARTS & LABOR	25,000	23,500	25,000	15,576	25,000	25,000
10-64-62004	GASOLINE	7,000	7,196	7,000	4,376	7,000	7,000
10-64-62005	DIESEL	35,000	24,315	30,000	15,167	30,000	30,000
10-64-64000	REPAIRS & MAINT - EQUIPMENT	4,500	5,536	4,500	2,909	4,500	4,500
10-64-71000	SUBSCRIPTIONS & MEMBERSHIPS	350	400	350	200	200	350
10-64-71001	LICENSE	1,000	1,000	1,000	1,000	1,000	1,250
10-64-79500	BAD DEBT EXPENSE	0	18,059	0	0	0	0
10-64-91000	FURNITURE/COMPUTERS	2,000	750	4,500	717	4,000	4,500
10-64-93000	GRANT MATCH	18,000	1,695	18,000	0	5,000	15,000
	<b>Total Fire</b>	<b>1,731,355</b>	<b>1,663,072</b>	<b>1,763,022</b>	<b>887,736</b>	<b>1,854,486</b>	<b>1,724,074</b>

## 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 2011-12 Budget Highlights

There are no new expenditures planned for this department.

<u>Account</u>		<u>FY 2010</u>	<u>FY 2010</u>	<u>FY 2011</u>	<u>YTD 12/31/10</u>	<u>FY 2011</u>	<u>FY 2012</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>
<b>City Magistrate</b>							
10-68-41700	CONTRACT SERVICES	36,000	33,696	36,000	0	36,000	36,000
10-68-57005	MAGISTRATE JUDGE CONTRACT	12,000	12,000	12,000	6,000	12,000	12,000
	<b>Total City Magistrate</b>	48,000	45,696	48,000	6,000	48,000	48,000

## 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 Street Division of the Public Works Department is responsible to dig graves and to set up equipment for lowering coffins into place and covering grave sites. The Public Works Department maintains the Cemetery grounds and inter cremains at the cemetery. The Evergreen Cemetery Committee advises the Mayor and Council on the repairs and needs of the cemetery.

## Fiscal Year 2011-12 Budget Highlights

There are no new expenditures planned for this department.

<u>Account</u>		<u>FY 2010</u>	<u>FY 2010</u>	<u>FY 2011</u>	<u>YTD 12/31/10</u>	<u>FY 2011</u>	<u>FY 2012</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>
<b>Cemetery</b>							
10-70-22000	WATER	0	0	0	0	0	0
10-70-22550	SEWER AND GARBAGE SERV.	600	558	600	232	500	570
10-70-40000	SUPPLIES	1,000	147	200	169	400	1,000
10-70-41610	SPECIAL SUPPLIES - OTHER	2,000	0	2,000	832	2,000	500
10-70-42500	REPAIRS & MAINT - BLDG	10,000	0	2,000	0	0	1,000
10-70-43500	POSTAGE	30	0	0		30	30
10-70-52000	ADVERTISING	1,500	0	0		0	0
10-70-53500	DOC WORKERS	2,000	2,175	2,000	1,045	2,500	3,750
10-70-56001	SMALL TOOLS & EQUIPMENT	2,000	290	0		125	1,000
	<b>Total Cemetery</b>	<b>19,130</b>	<b>3,170</b>	<b>6,800</b>	<b>2,278</b>	<b>5,555</b>	<b>7,850</b>

## 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 2011-12 Budget Highlights

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



<u>Account</u>		<u>FY 2010</u>	<u>FY 2010</u>	<u>FY 2011</u>	<u>YTD 12/31/10</u>	<u>FY 2011</u>	<u>FY 2012</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>
<b>Building Maintenance</b>							
10-74-11000	SALARIES - GENERAL	36,878	20,335	0	0	0	0
10-74-11001	OVERTIME - GENERAL	2,766	652	0	0	0	0
10-74-11100	F.I.C.A.	2,508	1,319	0	0	0	0
10-74-11200	MEDICARE	587	313	0	0	0	0
10-74-11300	A.S.R.S.	3,746	1,868	0	0	0	0
10-74-11500	MEDICAL INSURANCE	4,717	3,145	0	0	0	0
10-74-11501	STANDARD DISABILITY INSURANCE	286	214	0	0	0	0
10-74-11505	DEFERRED COMP	811	541	0	0	0	0
10-74-11510	DENTAL INSURANCE	603	402	0	0	0	0
10-74-11600	LIFE INSURANCE	108	72	0	0	0	0
10-74-11700	WORKERS COMPENSATION	2,076	1,009	0	0	0	0
10-74-11800	STATE UNEMPLOYMENT	0	960	6,240	2,833	0	0
	<b>Bldg Maint Personnel Costs</b>	<b>55,086</b>	<b>30,830</b>	<b>6,240</b>	<b>2,833</b>	<b>0</b>	<b>0</b>
10-74-13000	UNIFORMS	635	471	0	0	0	0
10-74-24000	TELEPHONE & FAX	600	376	0	0	300	600
10-74-41000	DISPOSABLE EQUIP/TOOLS	0	0	0	0	250	500
10-74-41500	OFFICE SUPPLIES	50	118	0	34	100	200
10-74-41600	SAFETY EQUIPMENT	500	30	200	13	500	1,000
10-74-41700	CONTRACT SERVICES	1,200	1,068	1,200	425	5,000	20,000
10-74-42000	CUSTODIAL SUPPLIES	6,500	6,582	8,000	8,239	7,000	10,000
10-74-42500	REPAIR & MAINT- BLDG	17,000	12,647	25,000	5,591	12,000	12,000
10-74-53500	DOC WORKERS	2,000	2,234	2,000	1,320	3,000	3,000
10-74-55000	EQUIPMENT RENTAL	500	0	500	0	500	1,000
10-74-55001	TOOL ALLOWANCE	700	0	0	0	0	0
10-74-56001	SMALL TOOLS & EQUIPMENT	400	553	400	501	1,000	2,000
10-74-61000	PARTS & LABOR	0	0	0	38	0	0
10-74-62004	GASOLINE	3,000	1,028	1,000	920	2,070	2,600
10-74-65100	CONSTRUCTION & REPAIR MATERIAL	0	0	0	0	500	2,500
	<b>Total Bldg Maint</b>	<b>88,171</b>	<b>55,937</b>	<b>44,540</b>	<b>19,914</b>	<b>32,220</b>	<b>55,400</b>

## Public Works Administration

Public Works Administration employs the central staff of the Public Works Department. 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, Executive Assistant, Parks and Recreation Coordinator/Wastewater Administrative Assistant, and the Public Works Office Assistant. All of the administrative paper work such as purchase orders, payment requests, work orders, and timesheets for all Public Works divisions is processed by the Public Works Administration staff.

### Fiscal Year 2011-12 Budget Highlights

This budget includes no new programs.

<u>Account</u>		<u>FY 2010</u>	<u>FY 2010</u>	<u>FY 2011</u>	<u>YTD 12/31/10</u>	<u>FY 2011</u>	<u>FY 2012</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>
<b>PW Admin</b>							
10-75-11000	SALARIES - GENERAL	107,794	121,677	49,996	20,116	42,600	40,490
10-75-11001	OVERTIME - GENERAL	0	258	0	124	300	0
10-75-11100	F.I.C.A.	6,793	7,350	3,173	1,097	2,500	2,581
10-75-11200	MEDICARE	1,589	1,727	742	256	550	604
10-75-11300	A.S.R.S.	10,187	10,147	4,925	1,994	4,200	4,353
10-75-11500	MEDICAL INSURANCE	12,642	10,422	7,652	2,902	7,212	7,466
10-75-11501	STANDARD DISABILITY INSURANCE	813	812	812	323	795	812
10-75-11505	DEFERRED COMP	1,769	1,782	1,177	446	1,177	1,136
10-75-11510	DENTAL INSURANCE	1,615	916	879	342	879	772
10-75-11600	LIFE INSURANCE	235	237	157	59	157	151
10-75-11700	WORKERS COMPENSATION	2,136	2,794	684	55	200	127
<b>PW Admin Personnel Costs</b>		<b>145,573</b>	<b>158,122</b>	<b>70,197</b>	<b>27,714</b>	<b>60,570</b>	<b>58,492</b>
10-75-12000	BUSINESS TRAVEL	1,000	135	0	209	470	1,000
10-75-13000	UNIFORMS	0	20	0	0	100	200
10-75-14000	EDUCATION/TRAINING	500	306	0	0	500	1,200
10-75-21000	ELECTRIC	2,000	1,772	2,000	904	1,810	2,000
10-75-22000	WATER	270	284	270	178	400	440
10-75-22550	SEWER AND GARBAGE SERV.	850	835	900	356	800	902
10-75-23000	GAS	2,000	1,115	2,000	409	920	1,150
10-75-24000	TELEPHONE & FAX	5,700	5,293	5,700	2,138	4,400	5,000
10-75-24001	INTERNET ACCESS FEES	1,200	1,204	1,200	669	1,400	1,600
10-75-41500	OFFICE SUPPLIES	2,000	1,567	2,000	1,168	2,400	2,400
10-75-41610	SPECIAL SUPPLIES - OTHER	1,000	106	1,000	199	400	1,000
10-75-41700	CONTRACT SERVICES	1,700	1,132	1,500	303	600	1,000
10-75-42500	REPAIR & MAINT - BLDG	0	8	0	0	0	2,500
10-75-43500	POSTAGE	600	617	600	123	250	600
10-75-51000	PRINTING/REPRODUCTION	500	1,265	1,000	141	280	500
10-75-51100	COPIER MAINTENANCE	1,500	1,868	1,500	870	1,740	4,000
10-75-52000	ADVERTISING	500	334	500	283	600	1,000
10-75-53000	CONTRACTS - OTHER	250	0	0	0	0	0
10-75-53500	DOC WORKERS	0	0	0	64	130	200
10-75-56001	SMALL TOOLS & EQUIPMENT	150	235	150	5	500	1,000
10-75-62000	FUEL & LUBRICANTS	5,000	3,668	4,000	1,139	2,563	3,203
10-75-64000	REPAIRS & MAINT - EQUIPMENT	1,000	126	1,000	225	450	1,000
10-75-71000	SUBSCRIPTIONS & MEMBERSHIPS	1,000	279	500	0	250	1,000
10-75-75100	OFFICE FURNISHINGS	500	0	500	0	250	200
10-75-91000	NEW EQUIPMENT	500	0	500	2,668	2,668	0
<b>Total PW Admin</b>		<b>175,293</b>	<b>180,291</b>	<b>97,017</b>	<b>39,765</b>	<b>84,451</b>	<b>91,587</b>

## 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, motor graders, police, and fire emergency vehicles used by the various departments of the City.

### Fiscal Year 2011-12 Budget Highlights

This budget is a continuation of the reorganization of the garage implemented in FY 2008-09. 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.

<u>Account</u>		<u>FY 2010</u>	<u>FY 2010</u>	<u>FY 2011</u>	<u>YTD 12/31/10</u>	<u>FY 2011</u>	<u>FY 2012</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>
<b>PW Garage</b>							
10-77-11000	SALARIES - GENERAL	32,448	32,080	31,824	15,912	31,824	31,824
10-77-11001	OVERTIME - GENERAL	1,300	3,190	3,500	7,253	10,800	3,500
10-77-11100	F.I.C.A.	2,143	1,996	2,240	1,337	2,678	2,240
10-77-11200	MEDICARE	501	466	524	313	626	524
10-77-11300	A.S.R.S.	3,189	3,312	3,480	2,282	4,578	3,797
10-77-11500	MEDICAL INSURANCE	4,717	4,764	5,277	2,199	5,277	5,333
10-77-11501	STANDARD DISABILITY INSURANCE	252	247	247	123	247	247
10-77-11505	DEFERRED COMP	811	811	811	338	811	811
10-77-11510	DENTAL INSURANCE	603	604	622	259	622	622
10-77-11600	LIFE INSURANCE	108	108	108	45	108	108
10-77-11700	WORKERS COMPENSATION	1,054	909	1,104	720	1,278	1,225
10-77-11800	STATE UNEMPLOYMENT	0	0	0	0		
	<b>PW Garage Personnel Costs</b>	<b>47,126</b>	<b>48,487</b>	<b>49,737</b>	<b>30,781</b>	<b>58,849</b>	<b>50,231</b>
10-77-13000	UNIFORMS	472	915	900	437	900	1,000
10-77-14000	EDUCATION/TRAINING	400	0	0	0	250	500
10-77-21000	ELECTRIC	2,500	2,293	2,500	905	1,810	2,500
10-77-22550	SEWER AND GARBAGE SERV.	1,020	967	1,000	403	810	989
10-77-23000	GAS	1,700	959	1,200	272	612	765
10-77-24000	TELEPHONE & FAX	1,080	1,282	1,080	491	1,000	1,000
10-77-41000	DISPOSABLE EQUIPMENT/TOOLS	1,000	97	1,000	21	250	1,000
10-77-41500	OFFICE SUPPLIES	400	64	100	41	80	100
10-77-41600	SAFETY EQUIPMENT	500	234	500	51	100	500
10-77-41610	SPECIAL SUPPLIES - OTHER	3,000	840	2,000	22	50	3,000
10-77-41700	CONTRACT SERVICES	2,000	2,975	2,000	2,464	5,000	3,500
10-77-42500	REPAIR & MAINT - BLDG	0	475	0	0	1,000	2,000
10-77-51001	TOOL ALLOWANCE	900	0	0	0	0	0
10-77-53000	OTHER VARIOUS CONTRACTS	60,000	21,665	60,000	3,364	15,000	20,000
10-77-53500	DOC WORKERS	0	0	2,000	548	1,100	1,100
10-77-56001	SMALL TOOLS & EQUIPMENT	200	570	200	86	200	200
10-77-61000	PARTS & LABOR	12,000	3,528	12,000	1,177	2,354	10,000
10-77-62004	GASOLINE	2,000	661	1,000	206	464	580
10-77-62007	LUBRICANTS	1,500	2,143	1,500	1,584	5,000	5,000
10-77-64000	EQUIPMENT MAINTENANCE	750	0	750	0	500	1,000
10-77-91000	NEW EQUIPMENT	5,000	183	4,000	587	600	4,000
	<b>Total PWGarage</b>	<b>143,548</b>	<b>88,338</b>	<b>143,467</b>	<b>43,440</b>	<b>95,929</b>	<b>108,965</b>

## Building Inspector

The Building Inspection and Code Enforcement operations are managed by the Community Development Director. The Building Inspection and Code Enforcement Officer issues building permits, reviews plans, conducts inspections, and responds to concerns regarding code violations.

The Building Inspection and Code Enforcement Officer endeavors to assure compliance with the City's various codes and thereby improve and protect the health and safety of Bisbee residents.

In addition, they are the staff liaison to the Design Review Board and act as support staff to the Planning and Zoning Commission and the Board of Adjustment.

Some of the highlights of FY 2010-11 are:

- Reviewed all construction plans for Ace Hardware and issued permits.  
Valued, \$1,901,849.00
- Reviewed all construction plans for CCAH and issued permits.  
Valued, \$1,425,000.00
- Building permits issued through November 2010:  
Total value of permits: \$3,780,838.00  
Commercial = \$2,317,334.00 60 permits issued  
Residential = \$1,558,554.00 186 permits issued

## Fiscal Year 2011-12 Budget Highlights

With existing and anticipated budget constraints, there are no new items in this budget.

<u>Account</u>		<u>FY 2010</u>	<u>FY 2010</u>	<u>FY 2011</u>	<u>YTD 12/31/10</u>	<u>FY 2011</u>	<u>FY 2012</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>
<b>Building Inspector</b>							
10-79-11000	SALARIES - GENERAL	38,938	39,454	39,656	19,975	39,656	39,707
10-79-11001	OVERTIME - GENERAL	1,404	1,207	1,404	530	1,404	1,432
10-79-11100	F.I.C.A.	2,551	2,523	2,596	1,067	2,596	2,601
10-79-11200	MEDICARE	597	590	607	250	607	608
10-79-11300	A.S.R.S.	3,812	3,791	4,045	2,020	4,045	4,422
10-79-11500	MEDICAL INSURANCE	4,717	4,764	5,277	2,199	5,277	5,333
10-79-11501	STANDARD DISABILITY INSURANCE	302	302	302	151	302	302
10-79-11505	DEFERRED COMP	811	811	811	338	811	811
10-79-11510	DENTAL INSURANCE	603	604	622	259	622	622
10-79-11600	LIFE INSURANCE	108	108	109	45	109	108
10-79-11700	WORKERS COMPENSATION	611	522	622	400	780	938
	<b>Bldg Inspector Personnel Costs</b>	<b>54,454</b>	<b>54,676</b>	<b>56,051</b>	<b>27,234</b>	<b>56,209</b>	<b>56,884</b>
10-79-12000	BUSINESS TRAVEL	600	89	500	0	300	400
10-79-12100	CONFERENCES	500	0	500	0	500	0
10-79-13000	UNIFORMS	300	273	300	167	200	300
10-79-14000	EDUCATION/TRAINING	1,500	0	1,500	484	1,000	1,500
10-79-24000	TELEPHONE & FAX	1,000	394	600	178	500	500
10-79-30000	PROFESSIONAL FEES	2,500	50	1,000	188	700	1,000
10-79-41000	DISPOSABLE EQUIPMENT/TOOLS	300	305	300	62	100	300
10-79-41500	OFFICE SUPPLIES	800	147	0	0	0	0
10-79-41602	SPECIAL SUPP - BILLS & FORMS	250	92	250	0	250	250
10-79-42100	BOOKS AND REFERENCE MATERIALS	1,500	2	1,500	7	10	1,500
10-79-42300	SOFTWARE	2,000	1,200	2,000	1,200	1,500	1,500
10-79-43500	POSTAGE	500	59	500	12	250	400
10-79-56002	EQUIPMENT	1,000	45	750	0	500	750
10-79-62000	FUEL & LUBRICANTS	1,500	0	0	0	0	0
10-79-71000	SUBSCRIPTIONS & MEMBERSHIPS	300	75	300	150	300	300
	<b>Total Bldg Inspector</b>	<b>69,004</b>	<b>57,407</b>	<b>66,051</b>	<b>29,682</b>	<b>62,319</b>	<b>65,584</b>

## Parks Maintenance

The function of Parks includes parks maintenance, special events, and recreation programs. Parks has three employees, two employees maintain City parks and assist with events, and one employee coordinates events and recreation programs for the community. There is an established five-member Parks and Recreation Committee to advise and recommend to 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 City has 1,086 residents per acre of park while approximately \$24 per resident goes toward parks and recreations. 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. A website has been established to showcase parks, recreation activities, locations and park amenities.

City events play a large role in activities for residents and tourists, which include Fourth of July activities, Kids Pumpkifest, Festival of Lights, and various others. City sponsored events include the Farmer's Market, Earth Day, Copper Classic Car Show, La Vuelta de Bisbee, 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.

The department has assessed recreational needs and has planned for several activities for the year, which includes a Kids Fire Camp, Summer Get Active Kid Program, chocolate making, cake decorating and dance programs. A football clinic, in conjunction with youth sports organizations, an archaeology/paleontology exploration class, and a fall break nature program are also planned activities.

This department is aware of the importance of parks and recreation to the community and will continue to bring health, economic, and social benefits to the residents of Bisbee.

## Fiscal Year 2011-12 Budget Highlights

This budget does not reflect any new programs.



<u>Account</u>		<u>FY 2010</u>	<u>FY 2010</u>	<u>FY 2011</u>	<u>YTD 12/31/10</u>	<u>FY 2011</u>	<u>FY 2012</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>
<b>Parks</b>							
10-80-11000	SALARIES - GENERAL	74,453	73,958	73,875	37,620	73,875	71,086
10-80-11001	OVERTIME - GENERAL	2,400	2,132	2,400	1,404	2,400	2,400
10-80-11050	SALARIES - PART TIME	0	4,412	0	1,874	0	0
10-80-11100	F.I.C.A.	4,900	5,092	4,865	2,539	4,865	4,687
10-80-11200	MEDICARE	1,146	1,188	1,138	594	1,138	1,096
10-80-11300	A.S.R.S.	7,263	7,196	7,513	3,844	7,513	7,900
10-80-11500	MEDICAL INSURANCE	12,736	12,624	14,248	5,937	14,248	13,865
10-80-11501	STANDARD DISABILITY INSURANCE	640	633	633	317	633	633
10-80-11505	DEFERRED COMP	2,191	2,150	2,191	913	2,191	2,110
10-80-11510	DENTAL INSURANCE	442	443	456	190	456	829
10-80-11600	LIFE INSURANCE	292	270	292	106	292	281
10-80-11700	WORKERS COMPENSATION	2,191	1,961	2,160	1,101	2,160	2,401
10-80-11800	STATE UNEMPLOYMENT		149	0	0	0	0
	<b>Parks Personnel Costs</b>	<b>108,654</b>	<b>112,208</b>	<b>109,771</b>	<b>56,439</b>	<b>109,771</b>	<b>107,288</b>
10-80-12000	BUSINESS TRAVEL	400	129	500	240	540	675
10-80-12100	CONFERENCES	500	263	500	50	250	0
10-80-13000	UNIFORMS	774	955	774	538	1,076	1,076
10-80-14000	EDUCATION/TRAINING	1,500	0	1,500	0	250	1,000
10-80-21000	ELECTRIC	2,700	2,657	2,700	1,376	2,750	3,050
10-80-22000	WATER	11,000	11,811	11,000	6,826	13,652	15,017
10-80-22550	SEWER AND GARBAGE SERV.	2,120	2,051	2,120	869	1,738	2,183
10-80-24000	TELEPHONE	0	0	0	0	0	400
10-80-40000	SUPPLIES	1,500	899	1,500	486	1,000	1,500
10-80-41500	OFFICE SUPPLIES	500	152	500	81	160	200
10-80-41607	AGRICULTURE/HORTICULTURE	750	196	750	29	60	500
10-80-41700	CONTRACT SERVICES	2,500	1,551	1,550	344	1,000	1,000
10-80-42000	CUSTODIAL SUPPLIES	0	634	0	0	250	500
10-80-42500	REPAIR & MAINT - BLDG	0	0	2,000	320	640	1,000
10-80-42501	REMODELING & IMPROVEMENTS	0	0	0	0	500	1,000
10-80-42600	REPAIRS & MAINT - GROUNDS	4,000	1,907	3,000	466	1,000	3,000
10-80-43500	POSTAGE	150	48	150	24	50	150
10-80-51000	PRINTING/REPRODUCTION	500	43	500	0	250	500
10-80-51010	REPAIR & MAINT - VANDALISM	2,000	2,213	2,000	46	100	500
10-80-52000	ADVERTISING	500	277	500	160	320	500
10-80-53500	DOC WORKERS	500	0	2,500	926	1,900	2,000
10-80-53502	OTHER - GROUNDS	2,000	283	2,000	44	100	250
10-80-61001	PARTS AND LABOR	0	0	0	0	250	500
10-80-62003	FUEL & LUBRICANTS	0	0	0	0	250	1,000
10-80-62004	GASOLINE	2,500	2,198	2,500	1,397	3,143	3,929
10-80-64000	REPAIR & MAINT - EQUIPMENT	100	0	200	0	250	500
10-80-71000	DUES, SUBSCRIPT, MEMBERSHIPS	0	75	150	0	100	100
10-80-73001	RECREATIONAL PROGRAMS	10,000	4,567	10,000	2,210	4,420	7,500
10-80-73005	SPECIAL EVENTS COSTS	2,000	1,804	2,000	1,091	2,200	2,500
10-80-91000	NEW EQUIPMENT	0	47	500	14	250	750
	<b>Total Parks</b>	<b>157,148</b>	<b>146,968</b>	<b>161,165</b>	<b>73,976</b>	<b>148,220</b>	<b>160,068</b>

## 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.

The pool is staffed for eight weeks during the summer by seasonal employees, a pool manager and lifeguards. The activities offered are open swimming, swimming lessons, and lap swimming for kids of all ages and a youth swim team that participates in competition with other cities throughout the County. Rental of the pool is available for private parties and is also used by the Boys and Girls Club as part of their summer programs. Last season, the facility served an average of 75 patrons with as many as 134 patrons per day. Swim lessons and swim team programs increased an additional 48 children to the facility.

The pool has a newly installed waterslide and a snack bar, amenities that will add to the enjoyment of the facility.

## Fiscal Year 2011-12 Budget Highlights

This budget includes funding for the operation of the pool. Due to budget constraints, donations are being sought to help fund this cost. In addition, Capital Improvement Fund Balance - Arizona Water Settlement will be used to offset the costs of opening the pool during the summer of 2011.

<u>Account</u>		<u>FY 2010</u>	<u>FY 2010</u>	<u>FY 2011</u>	<u>YTD 12/31/10</u>	<u>FY 2011</u>	<u>FY 2012</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>
<b>Swimming Pool</b>							
10-81-11000	SALARIES - GENERAL	0	272	0	0	0	0
10-81-11001	OVERTIME - GENERAL	0	32		0	0	0
10-81-11050	SALARIES - PART TIME	28,800	24,435	28,800	13,723	28,800	28,800
10-81-11100	F.I.C.A.	1,786	1,612	1,786	851	1,786	1,786
10-81-11200	MEDICARE	418	370	418	199	418	418
10-81-11700	WORKERS COMPENSATION	1,508	1,238	1,508	762	1,508	1,508
	<b>Pool Personnel Costs</b>	<b>32,512</b>	<b>27,959</b>	<b>32,512</b>	<b>15,535</b>	<b>32,512</b>	<b>32,512</b>
10-81-12000	BUSINESS TRAVEL	500	0	300	0	300	300
10-81-13000	UNIFORMS - CLOTHING	600	320	600	0	600	600
10-81-14000	EDUCATION/TRAINING	800	0	800	359	800	800
10-81-21000	ELECTRIC	5,400	3,908	5,400	3,616	5,400	5,400
10-81-22000	WATER	4,700	3,846	4,700	1,294	4,700	4,700
10-81-24000	TELEPHONE & FAX	750	641	750	245	750	750
10-81-35000	EMPLOYEE DRUG TESTING	0	731	0	(387)	0	0
10-81-41000	DISPOSABLE EQUIPMENT/TOOLS	450	11	450	0	450	450
10-81-41605	SPECIAL SUPP - POOLS	3,000	2,263	3,000	1,733	3,000	3,000
10-81-41700	CONTRACT SERVICES	0	101	150	0	150	150
10-81-42500	REPAIRS & MAINT - BLDG	2,000	1,506	2,000	120	2,000	2,000
10-81-42501	REMODELING & IMPROVEMENTS	3,000	1,629	3,000	95	3,000	3,000
10-81-44000	CONCESSION SUPPLIES	200	845	750	121	750	750
10-81-51000	PRINTING/REPRODUCTION	1,000	0	0	0	0	0
10-81-52000	ADVERTISING	500	106	500	0	500	500
10-81-91000	NEW EQUIPMENT	3,000	1,395	0	0	0	0
	<b>Total Pool</b>	<b>58,412</b>	<b>45,261</b>	<b>54,912</b>	<b>22,731</b>	<b>54,912</b>	<b>54,912</b>

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

The Library is staffed by a full-time Library Director, two full-time Library Assistants, two Library Assistants who participate in the City's first-ever job-sharing arrangement, and one part-time Library Clerk. 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.

During FY09-10, staff provided 2,236 public service hours to 6,687 registered borrowers (out of a total population of 6,423), issued 383 new library cards, answered 3,240 reference questions, and produced 252 free library programs for adults and children that were attended by 2,522 library patrons.

Additionally, by using the Interlibrary Loan Service, staff obtained 4,804 items for Bisbee patrons from the collections of other libraries and provided 3,202 items to patrons of other libraries.

During FY09-10, patrons visited the Copper Queen Library a total of 47,586 times. They borrowed 57,922 items, used the public Internet computers 13,833 times, and searched the online catalog for books and other materials 39,650 times. In addition, they visited the Library's website a total of 39,663 times (not including hits to the library page on the City's website), for an average of more than 3,300 times per month.

A particularly illuminating statistic is that in FY09-10, the "Return on Taxpayer Funding" – the public sector's equivalent of "Return on Investment" (determined by using dollar values assigned by professional library associations and organizations to the services provided by the library in relation to its budget) – was 7.8:1. That is, for every one dollar allocated by the City to library operations, \$7.80 in public benefit was returned.

## Fiscal Year 2011-12 Budget Highlights

Due to budget constraints, funding for one position will be eliminated next year through attrition.

<u>Account</u>		<u>FY 2010</u>	<u>FY 2010</u>	<u>FY 2011</u>	<u>YTD 12/31/10</u>	<u>FY 2011</u>	<u>FY 2012</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>
<b>Library</b>							
10-83-11000	SALARIES - GENERAL	98,925	99,873	99,861	45,571	99,861	77,083
10-83-11001	OVERTIME - GENERAL	0	595	0	309	0	
10-83-11050	SALARIES - PART TIME	31,261	25,473	31,261	11,555	27,476	30,987
10-83-11100	F.I.C.A.	8,222	7,964	8,280	3,592	7,880	6,805
10-83-11200	MEDICARE	1,923	1,855	1,937	840	1,850	1,592
10-83-11300	A.S.R.S.	11,414	10,780	11,990	5,308	11,990	10,636
10-83-11500	MEDICAL INSURANCE	14,151	13,851	15,831	6,156	15,831	11,110
10-83-11501	STANDARD DISABILITY INSURANCE	697	697	697	367	697	678
10-83-11505	DEFERRED COMP	2,434	2,367	2,434	947	2,434	1,690
10-83-11510	DENTAL INSURANCE	663	645	683	266	683	474
10-83-11600	LIFE INSURANCE	324	315	324	126	324	225
10-83-11700	WORKERS COMPENSATION	378	299	370	155	340	339
	<b>Library Personnel Costs</b>	<b>170,392</b>	<b>164,714</b>	<b>173,668</b>	<b>75,192</b>	<b>169,366</b>	<b>141,619</b>
10-83-12000	BUSINESS TRAVEL	500	0	500	0	500	500
10-83-12100	CONFERENCES	1,000	0	1,000	0	1,000	0
10-83-14000	EDUCATION/TRAINING	500	110	500	0	500	1,500
10-83-21000	ELECTRIC	8,900	10,069	9,000	3,927	8,000	9,000
10-83-22000	WATER	800	809	800	270	540	800
10-83-22550	SEWER AND GARBAGE SERV.	1,000	1,064	1,100	452	904	1,136
10-83-24000	TELEPHONE & FAX	6,200	4,350	3,600	1,820	3,600	3,700
10-83-41500	OFFICE SUPPLIES	2,500	2,450	2,200	1,674	2,000	2,200
10-83-41610	SPECIAL SUPPLIES - OTHER	2,600	1,882	2,300	1,083	2,000	2,000
10-83-41700	CONTRACT SERVICES	3,600	3,768	4,000	3,433	3,500	4,000
10-83-42000	CUSTODIAL SUPPLIES	1,000	361	1,000	0	300	1,000
10-83-42100	BOOKS AND REFERENCE MATERIALS	11,500	5,730	7,000	5,883	6,700	6,000
10-83-42120	AUDIO VISUAL MATERIALS	1,100	550	850	252	700	950
10-83-42130	CHILDREN MATERIALS	1,100	550	850	500	750	950
10-83-42150	PERIODICALS	2,600	1,658	2,600	695	2,600	2,600
10-83-42300	SOFTWARE	1,750	250	1,300	0	400	1,300
10-83-42500	REPAIRS & MAINT- BLDG	2,200	1,995	2,000	369	1,035	2,000
10-83-43500	POSTAGE	2,700	2,230	2,000	1,707	2,700	2,800
10-83-52000	ADVERTISING/PUBLICATIONS	300	250	200	0	257	250
10-83-53500	DOC WORKERS	1,800	2,223	1,900	378	1,200	1,900
10-83-64000	EQUIPMENT MAINTENANCE	500	140	375	140	350	400
10-83-71000	SUBSCRIPTIONS & MEMBERSHIPS	400	315	350	0	255	350
10-83-91000	NEW EQUIPMENT	2,500	329	1,000	671	950	500
	<b>Total Library</b>	<b>227,442</b>	<b>205,797</b>	<b>220,093</b>	<b>98,446</b>	<b>210,107</b>	<b>187,455</b>

## Senior Center

The Bisbee Senior Center provides activities and programming for the City's senior population. The Senior Center recently completed a much anticipated addition to the Senior Center building which provides space for Southeastern Arizona Governments Organization (SEAGO) Area Agency on Aging. SEAGO funded the cost of construction in exchange for a long-term lease on the space at the Senior Center.

### Fiscal Year 2011-12 Budget Highlights

No changes are budgeted for this department.

<u>Account</u>		<u>FY 2010</u>	<u>FY 2010</u>	<u>FY 2011</u>	<u>YTD 12/31/10</u>	<u>FY 2011</u>	<u>FY 2012</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>
<b>Sr. Center</b>							
10-85-13585	COORDINATOR CONTRIBUTION	7,400	7,400	7,400	3,700	7,400	7,400
10-85-21000	ELECTRIC	4,700	5,373	4,700	3,631	7,625	8,388
10-85-22000	WATER	800	669	800	247	500	550
10-85-22550	SEWER AND GARBAGE SERV.	622	647	700	277	300	705
10-85-23000	GAS	2,500	2,345	2,500	477	1,000	1,250
10-85-24000	TELEPHONE & FAX	800	1,283	800	491	1,000	1,000
10-85-24001	INTERNET ACCESS FEES	600	521	600	410	820	900
10-85-41700	CONTRACT SERVICES	720	815	720	475	1,000	1,100
10-85-42000	CUSTODIAL SUPPLIES	0	262	0	0	250	500
10-85-56000	MAINTENANCE MATERIALS & SERV.	500	342	500	150	300	500
	<b>Total Sr. Center</b>	<b>18,642</b>	<b>19,657</b>	<b>18,720</b>	<b>9,858</b>	<b>20,195</b>	<b>22,293</b>

## Contingency

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

## Fiscal Year 2011-12 Budget Highlights

This budget reflects a \$100,000 contingency allocation. In addition, funds are budgeted for potential state unemployment claims resulting from personnel reductions. The source of funding for these allocations is the undesignated, unreserved fund balance of the General Fund.



<u>Account</u>		<u>FY 2010</u>	<u>FY 2010</u>	<u>FY 2011</u>	<u>YTD 12/31/10</u>	<u>FY 2011</u>	<u>FY 2012</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>
<b>Contingency</b>							
10-99-11800	STATE UNEMPLOYMENT	0	0	0	0	0	40,000
10-99-99100	UNASSIGNED EXPENSES	165,000	66,456	100,000	49,019	57,519	100,000
	<b>Total Contingency</b>	<b>165,000</b>	<b>66,456</b>	<b>100,000</b>	<b>49,019</b>	<b>57,519</b>	<b>140,000</b>
	<b>Total Expenses - General Fund</b>	<b>6,752,796</b>	<b>6,053,740</b>	<b>6,499,437</b>	<b>3,038,927</b>	<b>6,198,056</b>	<b>6,205,201</b>
<b>Net</b>			0	0		0	0

## 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 Bakerville neighborhood.

### Fiscal Year 2011-12 Budget Highlights

Other Government Grants for this budget include:

- Current CDBG allocations are being used for Phase IV improvements to the drainage and streets in the Bakerville neighborhood.
- State Historic Preservation funds for the Warren District Historic Survey. Total project cost \$19,047. The City's match is \$6,667.

<u>Account</u>		<u>FY 2010</u>	<u>FY 2010</u>	<u>FY 2011</u>	<u>YTD 12/31/10</u>	<u>FY 2011</u>	<u>FY 2012</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>
<b>Government Grants</b>							
11-30-22505	BAKERVILLE STREETS - CDBG 131-08	335,025	284,338	0	0	0	0
11-30-22506	SHPO OLD BISBEE DESIGN GUIDELINES	10,000	0	10,000	0	10,000	0
11-30-22507	SHPO OLD BISBEE SURVEY	9,000	9,000	0	0	0	0
11-30-22508	CITY HALL & LIBRARY RENOVATION	23,655	11,423	12,232	0	0	0
11-30-22510	BAKERVILLE STREETS III CDBG 129-10	326,904	21,018	326,387	20,889	326,387	326,387
11-30-22511	SHPO WARREN HISTORIC SURVEY	0		10,000	10,000	0	12,380
	BAKERVILLE IV	0	0	0	0	0	268,000
11-30-22610	ADOC - ENERGY EFFICIENCY GRANT	0		72,853	0	72,853	0
11-38-93000	Grant Match	28,770	18,915	21,821	0	7,000	6,667
	<b>Total Revenue for Gov. Grants</b>	<b>733,354</b>	<b>344,694</b>	<b>453,293</b>	<b>30,889</b>	<b>416,240</b>	<b>613,434</b>
11-40-22505	BAKERVILLE STREETS II - CDBG 131-08	335,025	284,338	0	2,375	0	0
11-40-22506	SHPO OLD BISBEE DESIGN GUIDELINES	17,000	10,808	17,000	6,192	17,000	0
11-40-22507	SHPO OLD BISBEE SURVEY	15,000	15,000	0	0	0	0
11-40-22508	CITY HALL & LIBRARY RENOVATION	39,425	19,038	20,386	0	0	0
11-40-22510	BAKERVILLE STREETS III CDBG 129-10	326,904	21,018	326,387	11,498	326,387	326,387
11-40-22511	SHPO WARREN HISTORIC SURVEY	0	0	16,667	0	0	19,047
	BAKERVILLE IV	0	0	0	0	0	268,000
11-40-22610	ADOC - ENERGY EFFICIENCY GRANT	0	0	72,853	2,000	72,853	0
	<b>Total Expenses for Gov. Grants</b>	<b>733,354</b>	<b>350,202</b>	<b>453,293</b>	<b>22,065</b>	<b>416,240</b>	<b>613,434</b>

## 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 2011-12 Budget Highlights

The proposed Fiscal Year 2011-12 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 2010 Budget</u>	<u>FY 2010 Actual</u>	<u>FY 2011 Budget</u>	<u>YTD 12/31/10 Actual</u>	<u>FY 2011 Y/E Estimate</u>	<u>FY 2012 Proposed</u>
<b>PS-Fire Grants</b>							
17-30-22501	FEMA (FIRE TRUCK)	285,000	0	285,000	0	0	285,000
17-30-22503	OTHER GRANTS	57,000	15,258	57,000	0	0	125,000
17-38-99964	TRANSFER FROM GF-GRANT MATCH	18,000	1,696	18,000	0	0	15,000
	<b>Total Revenue-PS Grant</b>	<b>360,000</b>	<b>16,954</b>	<b>360,000</b>	<b>0</b>	<b>0</b>	<b>425,000</b>
17-40-22501	FEMA (FIRE TRUCK)	300,000	0	300,000	0	0	300,000
17-40-22503	OTHER GRANTS	60,000	16,954	60,000	0	0	125,000
	<b>Total Expenses-PS Grants</b>	<b>360,000</b>	<b>16,954</b>	<b>360,000</b>	<b>0</b>	<b>0</b>	<b>425,000</b>

## 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 2011-12 Budget Highlights

This year the budget includes funding for the completion of the Arizona Street Reconstruction and Equipment for the Airport using funds from the Federal Aviation Administration and Arizona Department of Transportation Aeronautical Division.

<u>Account Number</u>	<u>Account Description</u>	<u>FY 2010 Budget</u>	<u>FY 2010 Actual</u>	<u>FY 2011 Budget</u>	<u>YTD 12/31/10 Actual</u>	<u>FY 2011 Y/E Estimate</u>	<u>FY 2012 Proposed</u>
<b>Transportation Grants</b>							
18-30-22505	AIRPORT WIDENING (FAA) GRANT	0	4,116	0	0	0	0
18-30-22510	ADOT TIP ALLOCATION	2,074,600	0	2,074,600	93,650	0	0
18-30-22515	ADOT TEP GRANT	471,500	0	500,000	0	0	0
18-30-22518	FAA MASTER PLAN	182,000	159,809	0	13,733	0	0
18-30-22519	FAA - AIRPORT ENTITLEMENT GRANT	0	0	189,525	0	189,525	341,250
18-30-22524	ADOT - MAIN STREET CONSTRUCTION	235,750	169,740	0	0	0	0
18-30-22526	ADOT - MAIN STREET GLASS SIDEWALK	0	0	64,169	0	0	0
18-38-99950	TRANSFER FROM AIRPORT	9,100	7,689	9,975	0	9,975	8,750
18-38-99999	TRANS. FROM CIP AZ ST/MAIN ST SIDEWALK	213,150	164,153	217,492	0	159,629	100,000
	<b>Total Revenue-Trans. Grant</b>	<b>3,186,100</b>	<b>505,507</b>	<b>3,055,761</b>	<b>107,383</b>	<b>359,129</b>	<b>450,000</b>
18-40-22504	ADOT-MAIN STREET SIDEWALKS	0	250	0	0	0	0
18-40-22510	ADOT AZ ST TIP	2,200,000	0	2,200,000	125,400	125,400	100,000
18-40-22512	AZ STREET DESIGN SERVICES	45,000	133,485	0	5,729	5,729	0
18-40-22515	ADOT AZ ST TEP	500,000	0	577,861	28,500	28,500	0
18-40-22518	FAA MASTER PLAN	191,100	168,220	0	0	0	0
18-40-22519	FAA - AIRPORT ENTITLEMENT GRANT	0	0	199,500	18,851	199,500	350,000
18-40-22524	ADOT - MAIN STREET CONSTRUCTION	250,000	199,758	0	0	0	0
18-40-22526	ADOT - MAIN STREET GLASS SIDEWALK	0	0	78,400	0	0	0
	<b>Total Expenses-Trans Grant</b>	<b>3,186,100</b>	<b>501,713</b>	<b>3,055,761</b>	<b>178,480</b>	<b>359,129</b>	<b>450,000</b>

## Visitor Center

The Visitor Center operations are overseen by the Community Development Director and is the community hub for Bisbee's tourists, visitors, and residents.

With over 58,000 people coming through the doors each year, the staff and volunteers are busy seven days a week as our ambassadors, concierges, marketers, travel planners, resource providers, and hosts for the City.

Funded primarily through the Transient Room Tax Fund (Bed Tax), the Visitor Center budget is supplemented with funds from the Queen Mine Tour.

Recent Accomplishments at the Visitor Center include:

- Expanded marketing efforts that included two live radio travel interviews at no cost and increased number of partnerships with other tourism organizations.
- Hosted an Arizona Office of Tourism International Media familiarization tour as well as an Arizona Office of Tourism AAA familiarization tour. Hosted 10 travel writer's from across the continents year to date.
- Year to date there have been 62 press releases that have contributed to over than \$691,612 in advertising equivalent worth for Bisbee. This represents only instate publications. This is a result of press releases and independent editorials, many written by travel writers that Bisbee has hosted.

## Fiscal Year 2011-12 Budget Highlights

The Visitor Center is looking at options to relocate to another location which will provide better access to the visitors to the City of Bisbee.



<u>Account Number</u>	<u>Account Description</u>	<u>FY 2010 Budget</u>	<u>FY 2010 Actual</u>	<u>FY 2011 Budget</u>	<u>YTD 12/31/10 Actual</u>	<u>FY 2011 Y/E Estimate</u>	<u>FY 2012 Proposed</u>
<b>Visitor Center</b>							
20-30-22500	GRANT REVENUE	33,099	13,848	0	3,415	3,415	0
20-31-20200	TRANSFER FROM QM	8,625	8,625	16,000	8,000	16,000	16,000
20-31-20300	TRANSFER FRM GEN FUND - BED TAX	115,000	99,781	115,000	26,881	73,643	95,000
20-38-51000	USE OF RESERVES	3,560		24,352	0	38,444	20,154
	<b>Total Revenue-Visitor Center</b>	<b>160,284</b>	<b>122,254</b>	<b>155,352</b>	<b>38,296</b>	<b>131,502</b>	<b>131,154</b>
20-40-11000	SALARIES - GENERAL	32,032	32,953	35,048	18,048	35,048	35,048
20-40-11001	OVERTIME - GENERAL	2,000	2,587	2,000	1,251	2,500	2,000
20-40-11050	SALARIES - PART TIME	14,040	12,839	14,040	5,625	14,040	14,040
20-40-11100	F.I.C.A.	3,031	3,042	3,218	1,566	3,218	3,218
20-40-11200	MEDICARE	709	709	753	366	753	753
20-40-11300	A.S.R.S.	4,543	4,539	5,032	2,455	5,032	5,492
20-40-11500	MEDICAL INSURANCE	4,717	4,764	5,277	2,199	5,277	5,333
20-40-11501	STANDARD DISABILITY INSURANCE	399	244	243	122	243	243
20-40-11505	DEFERRED COMP	811	811	811	338	811	811
20-40-11510	DENTAL INSURANCE	221	222	228	95	228	228
20-40-11600	LIFE INSURANCE	108	108	108	45	108	108
20-40-11700	WORKERS COMPENSATION	136	113	144	66	144	160
	<b>Visitor Center Personnel Costs</b>	<b>62,747</b>	<b>62,931</b>	<b>66,902</b>	<b>32,176</b>	<b>67,402</b>	<b>67,434</b>
20-40-12000	BUSINESS TRAVEL	500	353	1,000	132	500	1,000
20-40-12100	CONFERENCES	500	595	500	0	500	500
20-40-24000	TELEPHONE & FAX	2,500	2,394	2,500	1,082	2,200	2,500
20-40-24001	INTERNET ACCESS FEES	1,200	0	1,200	500	1,000	1,200
20-40-34000	PROFESSIONAL FEES - COMPUTER	500	0	0	0	0	0
20-40-34010	COCHISE COUNTY TOURISM	11,000	10,572	11,000	0	11,000	11,000
20-40-36000	MAINTENANCE & SUPPORT AGREEMENTS	200	0	200	0	200	200
20-40-41500	OFFICE SUPPLIES	1,500	334	1,500	272	600	1,500
20-40-41700	CONTRACT SERVICES	700	489	2,750	125	500	2,750
20-40-43500	POSTAGE	1,200	36	1,200	314	1,200	1,320
20-40-51000	PRINTING/REPRODUCTION	1,500	1,522	1,500	0	1,500	1,650
20-40-52000	CITY ADVERTISING FUND	27,095	23,675	50,000	16,780	30,000	25,000
20-40-52001	ADVERTISING - GRANT REIMBURSED	33,099	15,442	0	0	0	0
20-40-54500	PROPERTY LEASES - VARIOUS	13,000	13,059	13,775	6,724	13,775	13,775
20-40-62000	FUEL & LUBRICANTS	800	129	400	0	400	400
20-40-71000	SUBSCRIPTIONS & MEMBERSHIPS	200	0	0	0	0	0
20-40-73000	MISCELLANEOUS	1,618	0	500	0	500	500
20-40-75002	FEES - COLLECTIONS	25	25	25	25	25	25
20-40-75100	OFFICE FURNISHINGS	200	0	200	65	200	200
20-40-91000	COMPUTER HARDWARE & SOFTWARE	200	0	200	0	0	200
	<b>Total Expenses-Visitor Center</b>	<b>160,284</b>	<b>131,556</b>	<b>155,352</b>	<b>58,195</b>	<b>131,502</b>	<b>131,154</b>

## Streets Fund

This fund pays for the operation and maintenance of the street lights throughout the City. The main source of funding for the Streets Fund is the Highway User Revenue Fund (HURF). The Streets Division consists of a supervisor and two full-time permanent employees. The primary function of this department is maintenance of City streets, alleys, stairs, other properties, and rights of way. Typical duties consist of patching and repairing streets, 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. In addition, the Streets Division handles the digging of graves at the Evergreen Cemetery. 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 63 miles of streets and 15,447 linear feet of stairs in the City which are maintained by this fund. Since the City does not allow 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 2011-12 Budget Highlights

Due to a projected drop in the HURF funding for this department personnel is being cut again this year.

<u>Account Number</u>	<u>Account Description</u>	<u>FY 2010 Budget</u>	<u>FY 2010 Actual</u>	<u>FY 2011 Budget</u>	<u>YTD 12/31/10 Actual</u>	<u>FY 2011 Y/E Estimate</u>	<u>FY 2012 Proposed</u>
<b>Streets</b>							
21-31-20000	H.U.R.F. GAS TAX	498,590	462,966	475,833	226,330	475,833	354,786
21-36-10500	CEMETERY OPEN/CLOSE FEES	3,500	8,900	3,500	3,415	3,500	3,500
21-36-11060	STREET PAVEMENT CUT FEES	0	0	0	965	7,000	5,000
21-36-21000	INTEREST INCOME (LGIP)	0	1	0	1	1	0
21-36-50000	UNASSIGNED REVENUES	0	0	0	1,124	1,124	0
21-38-51000	USE OF RESERVES	195,115	0	0	0	0	15,297
21-38-99909	TRFS FROM CIP TO STREETS	200,000	59,563	259,711	0	142,085	350,000
	<b>Total Revenue-Streets</b>	<b>897,205</b>	<b>531,430</b>	<b>739,044</b>	<b>231,835</b>	<b>629,543</b>	<b>728,583</b>
<b>Streets Personnel Costs</b>							
21-40-11000	SALARIES - GENERAL	222,757	171,671	167,829	69,611	167,829	92,789
21-40-11001	OVERTIME - GENERAL	4,000	1,672	4,000	721	4,000	4,000
21-40-11050	SALARIES - PART TIME	0	25	0	0	0	0
21-40-11100	F.I.C.A.	14,389	10,861	10,857	4,343	10,857	6,108
21-40-11200	MEDICARE	3,365	2,557	2,539	1,016	2,539	1,429
21-40-11300	A.S.R.S.	21,429	17,326	16,925	6,925	16,925	10,405
21-40-11500	MEDICAL INSURANCE	30,916	24,597	21,393	7,540	21,393	11,358
21-40-11501	STANDARD DISABILITY INSURANCE	1,774	1,437	1,048	597	1,048	1,260
21-40-11505	DEFERRED COMP	5,318	4,219	3,290	1,159	3,290	1,728
21-40-11510	DENTAL INSURANCE	3,059	2,881	2,522	604	2,522	998
21-40-11600	LIFE INSURANCE	708	553	435	153	435	231
21-40-11700	WORKERS COMPENSATION	16,519	10,852	9,707	6,258	9,707	4,714
21-40-1800	STATE UNEMPLOYMENT	0	2,302	6,240	1,833	6,240	0
	<b>Streets Personnel Costs</b>	<b>324,234</b>	<b>250,953</b>	<b>246,785</b>	<b>100,760</b>	<b>240,545</b>	<b>135,020</b>
21-40-12000	BUSINESS TRAVEL	150	0	0	0	250	1,000
21-40-13000	UNIFORMS	3,000	3,136	2,000	1,198	2,400	2,400
21-40-14000	EDUCATION/TRAINING	300	145	0	0	250	1,500
21-40-21000	ELECTRIC	75,000	75,890	84,337	38,551	80,957	89,052
21-40-2300	GAS	0	480	0	136	306	383
21-40-24000	TELEPHONE & FAX	540	641	540	338	676	744
21-40-24103	COMMUNICATION EQUIPMENT	2,250	187	500	0	250	1,000
21-40-35000	EMPLOYMENT TESTING	0	0	0	65	130	130
21-40-41500	OFFICE SUPPLIES	150	166	100	149	300	330
21-40-41600	SAFETY EQUIPMENT	800	577	700	63	350	500
21-40-41610	SPECIAL SUPPLIES - OTHER	1,500	141	0	37	75	2,000
21-40-41611	TRAFFIC CONTROL DEVICES	5,000	3,762	3,000	2,147	3,000	5,000
21-40-41700	CONTRACT SERVICES	220	6,712	0	0	0	0
21-40-45200	SUPPLIES	3,500	563	1,000	476	1,000	1,100
21-40-45210	ASPHALT MIXES	14,000	20,506	13,916	2,512	3,000	10,000
21-40-45220	SAND AND GRAVELS	2,500	819	2,500	221	500	2,500
21-40-45240	CONCRETE, REBAR & FORMS	4,000	762	3,000	322	650	4,000
21-40-52500	PROPERTY, CASUALTY, LIABILITY	45,930	34,374	45,930	17,185	45,930	45,930
21-40-53500	DOC WORKERS	1,219	2,287	10,000	4,330	8,660	10,000
21-40-55000	RENT/LEASES - EQUIPMENT	6,000	3,861	2,000	0	1,000	5,000
21-40-56001	SMALL TOOLS & EQUIPMENT	2,000	3,563	3,000	483	1,000	2,000
21-40-61000	PARTS & LABOR	12,000	13,966	6,000	2,858	5,716	6,288
21-40-62000	FUEL & LUBRICANTS	0	31	0	0	0	0
21-40-62002	TIRES	4,000	1,218	2,000	2,691	5,651	6,200
21-40-62003	GASOLINE	12,000	12,379	7,000	3,318	7,465	9,332
21-40-62005	DIESEL	12,000	9,518	7,000	5,071	11,410	14,262
21-40-62006	HYDRAULIC FLUID	500	72	200	0	500	1,000
21-40-62007	LUBRICANTS	3,000	93	200	115	250	500
21-40-64600	STREET REPAIR AND MAINTENANCE	350,000	90,224	259,711	143,735	142,085	350,000
21-40-65000	DRAINAGEWAY REPAIR & MAINT	0	10,006	0	0	2,500	5,000
21-40-99100	UNASSIGNED EXPENSES	0	0	26,213	0	0	5,000
21-40-99985	TRANSFER TO DEBT SERVICE	11,412	11,412	11,412	5,706	11,412	11,412
	<b>Total Expenses-Streets</b>	<b>897,205</b>	<b>558,444</b>	<b>739,044</b>	<b>332,467</b>	<b>578,218</b>	<b>728,583</b>

## LTAf Fund

The Local Transportation Assistance Fund (LTAf) is a State-shared revenue funded by the State and the State lottery. This fund provides money for the operational costs of the Bisbee Bus and the Bisbee Municipal Airport. There are two LTAf's accounted for in this fund; the primary LTAf and the secondary LTAf (commonly referred to as LTAf II). The primary LTAf has historically been used to support the Bisbee Airport and the LTAf II has been used to support the Bisbee Bus.

Grant funds are received into this fund and then transferred out to the Bisbee Bus and Airport funds to cover a portion of operational expenditures.

### Fiscal Year 2011-12 Budget Highlights

The State has indicated that LTAf will not be funded for Fiscal Year 2011-12.

<u>Account Number</u>	<u>Account Description</u>	<u>FY 2010 Budget</u>	<u>FY 2010 Actual</u>	<u>FY 2011 Budget</u>	<u>YTD 12/31/10 Actual</u>	<u>FY 2011 Y/E Estimate</u>	<u>FY 2012 Proposed</u>
<b>L.T.A.F.</b>							
32-31-21100	LTAF (1) ANY TRANSPORTATION USE	27,870	15,428	0	0	0	0
32-31-22000	LTAF (2) VLT--FOR TRANSIT ONLY	20,397	29,263	0	0	0	0
	<b>Total Revenue-LTAF</b>	48,267	44,691	0	0	0	0
32-40-35001	TRANSFERS TO BISBEE BUS	20,397	29,263	0	0	0	0
32-40-99950	TRANSFERS TO AIRPORT	27,870	15,428	0	0	0	0
	<b>Total Expenses-LTAF</b>	48,267	44,691	0	0	0	0

## 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. These funds are used to enhance the efforts of the Police Department to include the financing of nine police vehicles in 2008 which were originally financed for five years but were paid off earlier this year.

<u>Account Number</u>	<u>Account Description</u>	<u>FY 2010 Budget</u>	<u>FY 2010 Actual</u>	<u>FY 2011 Budget</u>	<u>YTD 12/31/10 Actual</u>	<u>FY 2011 Y/E Estimate</u>	<u>FY 2012 Proposed</u>
<b>R.I.C.O.</b>							
39-33-10862	VEHICLE IMPOUND FEES	1,500	18,835	10,000	1,100	5,000	5,000
39-33-13597	RICO AUCTION FUNDS (COUNTY)	0	13,228	0	0	43,000	0
39-33-22506	COUNTY REIMBURSEMENTS - RICO	200,000	55,319	216,754	19,581	61,754	165,000
	<b>Total Revenue-RICO</b>	201,500	87,382	226,754	20,681	109,754	170,000
39-40-13597	RICO AUCTION EXPENSE (COUNTY)	10,500	0	0	0	0	0
39-40-41506	DONATIONS EXPENDITURES	3,000	0	0	0	0	0
39-40-50002	EQUIPMENT	1,500	13,199	10,000	1,791	5,000	5,000
39-40-50006	RICO - AUTHORIZED EXPENDITURES	124,746	7,904	155,000	18,051	43,000	165,000
39-40-99085	TRANSFERS TO DEBT SERVICE	61,754	47,007	61,754	30,877	61,754	0
39-40-99901	TRF FROM RICO TO GEN FUND	0	18,864	0	0	0	0
	<b>Total Expenses-RICO</b>	201,500	86,974	226,754	50,719	109,754	170,000

## 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

Recent Accomplishments include:

- 17th Annual Art Auction, sales were in excess of \$16,700 for just over 100 items.
- \$4,000.00 in matching funds for the Flam Chen event on New Years Eve in City Park
- The Plein Aire Competition which attracts over 50 artists of all ages and levels who compete for cash and prizes and then sell their work at a silent auction.
- The Mini-Grant program awards over \$15,000 to artists on an annual basis for programs

### Fiscal Year 2011-12 Budget Highlights

This budget represents the recommendations of the Bisbee Arts Commission. A transfer to the General Fund is budgeted to account for administrative support of this fund.



<u>Account Number</u>	<u>Account Description</u>	<u>FY 2010 Budget</u>	<u>FY 2010 Actual</u>	<u>FY 2011 Budget</u>	<u>YTD 12/31/10 Actual</u>	<u>FY 2011 Y/E Estimate</u>	<u>FY 2012 Proposed</u>
<b>Bisbee Arts</b>							
42-30-10510	PROGRAM FEES	0	8,148	6,000	7,524	7,524	0
42-30-10520	ALTE GRANT	10,000	0	0	0	0	0
42-30-10551	REFUNDS/ADJUSTMENTS	0	0	0	125	125	0
42-30-40000	DONATIONS	5,000	5,000	0	0	0	0
42-30-40500	OTHER PROGRAM REVENUE	6,000	16,761	0	95	95	0
42-30-40520	ART AUCTION REVENUE	7,000	0	15,000	0	0	0
42-30-40530	GOH GRANT	3,000	0	0	0	0	0
42-30-51000	USE OF RESERVES	50,223	0	53,000	0	8,646	51,500
<b>Total Revenue-Bisbee Arts</b>		<b>81,223</b>	<b>29,909</b>	<b>74,000</b>	<b>7,744</b>	<b>16,390</b>	<b>51,500</b>
42-40-40500	PROGRAM EXPENSE	4,000	1,938	6,000	24	24	0
42-40-40505	FESTIVAL EXPENSE	10,000	4,000	0	5,000	5,000	0
42-40-40510	PLEIN AIR EXPENSES	6,000	4,327	0	6,859	9,359	0
42-40-40520	ART AUCTION EXPENSES	6,000	10,944	15,000	0	0	0
42-40-40600	MINI-GRANTS	6,750	7,156	15,000	0	1,400	0
42-40-41505	DONATIONS	0	0	5,000	500	0	50,000
42-40-41700	CONTRACT SERVICES	46,123	0	15,000	0	0	0
42-40-43500	POSTAGE	300	398	0	7	7	0
42-40-52000	ADVERTISING	200	374	16,500	489	600	0
42-40-71000	SUBSCRIPTIONS & MEMBERSHIPS	350	60	0	0	0	0
42-40-99000	TRANSFER TO GENERAL FUND	1,500	0	1,500	0	0	1,500
42-40-99948	TRANSFER TO SUMMER YOUTH PROGRAM	0	500	0	0	0	0
<b>Total Expenses-Bisbee Arts</b>		<b>81,223</b>	<b>29,697</b>	<b>74,000</b>	<b>12,879</b>	<b>16,390</b>	<b>51,500</b>

## Save Our Stairs Fund

This fund was established in 2006 to manage and account for the receipt and disbursement of funds dedicated for the repairs and maintenance of the numerous historic staircases that serve as transportation corridors to many of the residents of Old Bisbee. Revenues include those provided to the City by the Save Our Stairs, Inc. as well as revenue from grants, donations, or other sources that are provided to support similar work. These funds shall be expended only for these designated purposes and are also intended to provide a safe route for the Bisbee 1000 Stair Climb.

### Fiscal Year 2011-12 Budget Highlights

There are no plans to participate with "Save Our Stairs" in an event. The City will use previous year reserves to provide for much needed repair and maintenance of the stairs.

<u>Account Number</u>	<u>Account Description</u>	<u>FY 2010 Budget</u>	<u>FY 2010 Actual</u>	<u>FY 2011 Budget</u>	<u>YTD 12/31/10 Actual</u>	<u>FY 2011 Y/E Estimate</u>	<u>FY 2012 Proposed</u>
<b>Save Our Stairs</b>							
43-38-51000	USE OF RESERVES	15,271	0	15,271	0	0	15,271
	<b>Total Revenue-Save Our Stairs</b>	15,271	0	15,271	0	0	15,271
43-40-10000	SAVE OUR STAIRS EXPENSES	15,271	427	15,271	0	0	15,271
	<b>Total Expenses-Save Our Stairs</b>	15,271	427	15,271	0	0	15,271

## 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 2011-12 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 2010 Budget</u>	<u>FY 2010 Actual</u>	<u>FY 2011 Budget</u>	<u>YTD 12/31/10 Actual</u>	<u>FY 2011 Y/E Estimate</u>	<u>FY 2012 Proposed</u>
<b>Donations</b>							
48-30-22500	MISC DONATIONS	1,000,000	0	1,000,000	3,440	3,440	1,000,000
48-38-22502	SUMMER PARK YOUTH PROGRAM EXP	0	0	10,000	300	1,000	10,000
48-38-22505	DR BADGER-ANIMAL SHELTER	71,219	0	0	0	0	0
48-38-22506	FOURTH OF JULY	0	7,000	7,500	0	7,500	7,500
48-38-22507	PARKS & RECR. MISC. DONATIONS	0	2,747	0	0	0	0
	SWIMMING POOL DONATIONS	0	0	0	0	0	50,000
48-38-99942	TRANSFER FROM BAC TO SUMMER YOUTH	0	500	0	0	0	0
	USE OF RESERVES	0	0	71,219	0	71,219	0
	<b>Total Revenue-Donations</b>	<b>1,071,219</b>	<b>10,247</b>	<b>1,088,719</b>	<b>3,740</b>	<b>83,159</b>	<b>1,067,500</b>
48-40-22500	MISC DONATION EXP	1,000,000	0	1,000,000	3,440	3,440	1,000,000
48-40-22502	SUMMER PARK YOUTH PROGRAM EXP	0	3,305	10,000	941	1,000	10,000
48-40-22505	DR BADGER-ANIMAL SHELTER	71,219	651	71,219	26	71,219	0
48-40-22506	FOURTH OF JULY	0	7,000	7,500	0	7,500	7,500
	SWIMMING POOL DONATIONS	0	0	0	0	0	50,000
	<b>Total Expenses-Donations</b>	<b>1,071,219</b>	<b>10,956</b>	<b>1,088,719</b>	<b>4,407</b>	<b>83,159</b>	<b>1,067,500</b>

## 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 2011-12 Budget Highlights

No new expenditures are planned for this department.

<u>Account Number</u>	<u>Account Description</u>	<u>FY 2010 Budget</u>	<u>FY 2010 Actual</u>	<u>FY 2011 Budget</u>	<u>YTD 12/31/10 Actual</u>	<u>FY 2011 Y/E Estimate</u>	<u>FY 2012 Proposed</u>
<b>Airport</b>							
50-34-12500	GAS REVENUE	40,000	31,707	40,000	13,168	40,000	40,000
50-36-13500	RENTS	7,200	10,484	7,200	4,374	7,200	10,260
50-36-13501	BISBEE AIRPARK-ACCESS FEES	1,600	1,496	1,600	96	1,600	1,536
50-36-13509	AIRPORT PROPERTY LEASE	0	235	235	135	235	1,139
50-36-13600	FBO SALES	0	0	0	0	0	0
50-36-50000	MISC REVENUES	0	0	0	0	0	0
50-36-51000	USE OF RESERVES	0	0	9,875	0	0	0
50-36-99901	TRANSFERS FROM GENERAL FUND	9,780	0	0	0	0	0
50-36-99932	TRANSFERS FROM LTAF	27,870	15,428	0	0	0	0
	<b>Total Revenue Airport</b>	<b>86,450</b>	<b>59,350</b>	<b>58,910</b>	<b>17,773</b>	<b>49,035</b>	<b>52,935</b>
50-40-21000	ELECTRIC	3,650	2,194	3,650	1,051	2,207	2,428
50-40-22000	WATER	550	901	550	474	995	1,095
50-40-22550	SEWER AND GARBAGE SERV.	600	564	600	235	494	225
50-40-23000	GAS	1,000	1,000	800	255	574	717
50-40-24000	TELEPHONE & FAX	600	632	600	246	500	600
50-40-41000	DISPOSABLE EQUIPMENT/TOOLS	0	0	0	0	50	100
50-40-41500	OFFICE SUPPLIES	100	248	100	62	124	150
50-40-41600	SAFETY EQUIPMENT	100	0	100	0	0	0
50-40-41610	SPECIAL SUPPLIES - OTHER	400	0	400	15	0	0
50-40-41700	CONTRACT SERVICES	0	182	0	0	0	0
50-40-41999	DRINKING WATER	200	2	0	0	0	0
50-40-42500	REPAIR & MAINT - BLDG	1,500	1,131	1,500	30	100	250
50-40-52000	ADVERTISING	500	8	0	100	100	0
50-40-52500	PROPERTY, CASUALTY, LIABILITY	4,350	0	4,350	3,320	4,350	4,350
50-40-53000	OTHER - FBO CONTRACT	7,300	4,867	0	0	0	0
50-40-53002	FUEL ROYALTIES	0	185	185	0	185	185
50-40-53500	DOC WORKERS	2,500	1,604	0	0	0	0
50-40-56001	SMALL TOOLS & EQUIPMENT	0	327	0	0	0	0
50-40-60020	REPAIRS AND MAINT	500	561	500	0	500	500
50-40-62000	OTHER - FUEL	32,000	29,753	32,000	17,058	32,000	32,000
50-40-64000	EQUIPMENT MAINTENANCE	2,000	428	0	0	0	0
50-40-75002	FEES - COLLECTIONS	1,500	1,058	2,500	593	2,500	1,585
50-40-90000	ELECTRICAL UPGRADES	3,000	76	0	0	0	0
50-40-99018	GRANT MATCH	9,100	7,688	9,975	0	9,975	8,750
50-40-99100	UNASSIGNED EXPENSES	0	15	0	0	0	0
50-99-99999	OTHER EXPENDITURES	15,000	0	1,100	0	0	0
	<b>Total Expenses-Airport</b>	<b>86,450</b>	<b>53,564</b>	<b>58,910</b>	<b>23,439</b>	<b>54,654</b>	<b>52,935</b>

## 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.

This year the Police Department has been involved in Governor Brewer's Border Security Enhancement Program in the amount of \$160,500 for overtime, mileage and a 2011 fully equipped SUV. The purpose of this grant is to place emphasis on the protection of residents and commercial interest threatened by criminal activity emerging from the border.

Another highlight of this year was Bisbee's participation in the Cochise County's Homeland Security StoneGarden Grant for Spillman Law Enforcement Program for a Computer Aided Dispatch (CAD) to improve communications between 11 Counties in the State of Arizona. The system has been in full operation since May 3, 2010 providing an enhanced communications and police record keeping within the Department as well as other agencies in the surrounding areas.

## Fiscal Year 2011-12 Budget Highlights

Budget highlights for next year include continued grant funding through Homeland Security (Operation Stonegarden).



<u>Account Number</u>	<u>Account Description</u>	<u>FY 2010 Budget</u>	<u>FY 2010 Actual</u>	<u>FY 2011 Budget</u>	<u>YTD 12/31/10 Actual</u>	<u>FY 2011 Y/E Estimate</u>	<u>FY 2012 Proposed</u>
<b>Police Special Rev &amp; Grants</b>							
53-30-30002	GRANTS- COBRA	300,000	13,801	300,000	1,581	0	0
53-30-30003	HOMELAND SECURITY GRANTS	1,736,198	233,691	750,000	4,077	100,000	842,000
53-35-35000	FEDERAL ASSET FORFEITURES	100,000	2,487	0	13,984	20,000	15,000
53-36-11050	SERVICE REIMBURSEMENT	0	94,064	0	54,429	0	0
53-38-99910	TRANSFER FROM GEN FUND	0	14	0	0	0	0
<b>Total Revenue-Police Spec. Rev</b>		<b>2,136,198</b>	<b>344,057</b>	<b>1,050,000</b>	<b>74,071</b>	<b>120,000</b>	<b>857,000</b>
53-40-11050	SERVICE REIMBURSEMENT	0	63,605	0	13,373	100,000	800,000
53-40-11090	REIMBURSED ERE'S - DHL	0	28,553	0	5,201	0	0
53-40-30002	GRANTS- COBRA	300,000	13,801	300,000	0	0	0
53-40-30003	HOMELAND SECURITY GRANTS	1,726,198	224,947	735,500	0	0	0
53-40-35000	EXPENDITURES - ASSET FORFT REV	100,000	0	0	11,867	20,000	15,000
53-40-35500	FEDERAL ASSET FORFEITURES EXP	0	0	0	0	0	0
53-40-99901	TRANSFERS TO GENERAL FUND	10,000	10,650	14,500	2,499	0	42,000
53-40-99985	TRANSFERS TO DEBT SERVICE	0	15,438	0	0	0	0
<b>Total Expenses-Police Spec. Rev</b>		<b>2,136,198</b>	<b>356,994</b>	<b>1,050,000</b>	<b>32,940</b>	<b>120,000</b>	<b>857,000</b>

## 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 assigned the maintenance duties for the 'Old Bisbee' Fire Suppression System, and are also responsible for marking the Blue Stake requests as required. This past year the laboratory at the Wastewater Plant became certified by the State Department of Health Services to perform E.Coli and Total Suspended Solids tests. This reduces the expenses associated with sending the samples to an out of town laboratory, and for the contract lab fees. Wastewater staff are on-call 24-hours a day, seven days a week.

## Fiscal Year 2011-12 Budget Highlights

This budget reflects a 6% increase in the sewer rate fees that has 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.

Action will be required by City Council to increase the sewer rate by 6% at the appropriate time.

The Arizona State Legislature recently passed legislation (known as HB 2193) regarding collection of residential sewer accounts. The City will need to revise the City Code to comply with the new legislation.

<u>Account Number</u>	<u>Account Description</u>	<u>FY 2010 Budget</u>	<u>FY 2010 Actual</u>	<u>FY 2011 Budget</u>	<u>YTD 12/31/10 Actual</u>	<u>FY 2011 Y/E Estimate</u>	<u>FY 2012 Proposed</u>
<b>Waste Water</b>							
54-30-30000	NADB TRANSITION ASSIST. GRANT	231,388	231,388	124,959	231,388	124,959	0
54-31-10000	TRF FROM GF, SALES TAX INCR	348,000	333,091	333,000	134,428	356,284	353,000
54-36-21000	INTEREST/PENALTIES EARNED	15,000	41,026	15,000	23,688	15,000	25,000
54-36-50000	MISCELLANEOUS REVENUE	0	0	0	0	0	10,000
54-37-10550	USER FEES	1,624,264	1,596,948	1,690,872	839,990	1,705,295	1,819,003
54-37-10551	SERVICE CHARGE/PENALTY	15,000	21,553	15,000	11,496	15,000	15,000
54-37-10552	HOOK-UP FEES	2,000	12,000	2,000	11,400	11,400	2,000
54-37-11100	SEPTIC TANK - PUMP FEES	0	2,124	0	1,681	0	0
54-38-50010	GAIN/LOSS ON DISPOSAL OF ASSETS	0	(2,976)	0	0	0	0
54-38-50056	TRANSFER FORM SANITATION	0	21,632	0	0	0	0
54-38-51000	USE OF RESERVES	104,889	0	0	0	0	102,030
<b>Total Revenue-Waste Water</b>		<b>2,340,541</b>	<b>2,256,786</b>	<b>2,180,831</b>	<b>1,254,071</b>	<b>2,227,938</b>	<b>2,326,033</b>
<b>Waste Water</b>							
54-40-11000	SALARIES - GENERAL	301,087	297,056	292,774	145,132	292,774	292,451
54-40-11001	OVERTIME - GENERAL	56,000	62,848	42,370	32,770	42,370	61,425
54-40-11050	SALARIES - PART TIME	0	58	0	1,926	0	0
54-40-11100	F.I.C.A.	22,491	21,826	21,128	10,899	21,128	22,304
54-40-11200	MEDICARE	5,259	5,082	4,941	2,549	4,941	5,216
54-40-11300	A.S.R.S.	33,745	33,599	33,012	17,229	33,012	38,042
54-40-11500	MEDICAL INSURANCE	32,939	32,144	36,585	14,431	36,585	38,554
54-40-11501	STANDARD DISABILITY INSURANCE	1,802	1,506	1,714	698	1,714	1,965
54-40-11505	DEFERRED COMP	5,666	5,404	5,626	2,229	5,626	5,867
54-40-11510	DENTAL INSURANCE	3,646	3,160	3,338	1,306	3,338	3,480
54-40-11600	LIFE INSURANCE	754	707	749	295	749	781
54-40-11700	WORKERS COMPENSATION	14,787	11,615	13,014	6,564	13,014	19,298
<b>Waste Water Personnel Costs</b>		<b>478,176</b>	<b>475,005</b>	<b>455,251</b>	<b>236,028</b>	<b>455,251</b>	<b>489,383</b>

<u>Account Number</u>	<u>Account Description</u>	<u>FY 2010 Budget</u>	<u>FY 2010 Actual</u>	<u>FY 2011 Budget</u>	<u>YTD 12/31/10 Actual</u>	<u>FY 2011 Y/E Estimate</u>	<u>FY 2012 Proposed</u>
54-40-11800	STATE UNEMPLOYMENT	0	862	0	0	0	0
54-40-12000	BUSINESS TRAVEL	500	909	2,500	420	945	1,181
54-40-12100	CONFERENCES	500	195	500	207	414	1,500
54-40-13000	UNIFORMS	3,500	3,624	3,500	1,097	2,200	3,624
54-40-13050	REFUNDS TO CUSTOMERS	200	0	200	0	0	0
54-40-14000	EDUCATION/TRAINING	5,000	524	3,000	107	1,700	6,500
54-40-21000	ELECTRIC	90,000	94,830	90,000	58,348	122,530	134,783
54-40-22000	WATER	2,000	2,752	2,000	1,124	2,653	2,918
54-40-24000	TELEPHONE & FAX	5,000	4,624	5,000	1,888	3,965	4,361
54-40-24001	INTERNET ACCESS FEE	800	777	800	341	716	787
54-40-24100	COMMUNICATION EQUIPMENT	200	0	200	0	500	1,500
54-40-24200	OTHER - HAND HELD RADIOS	1,500	187	1,500	0	0	0
54-40-27500	LIENS EXPENSE (FILING FEES)	750	2,532	2,000	594	2,000	2,000
54-40-34102	OTHER - TESTING	70,000	35,532	45,000	9,124	19,160	21,076
54-40-40000	SUPPLIES	250	294	250	3	250	500
54-40-41000	DISPOSABLE EQUIPMENT/TOOLS	1,500	179	1,000	0	500	1,000
54-40-41001	CHLORINE	500	0	0	0	500	1,000
54-40-41002	LIME	200	0	0	0	500	1,000
54-40-41003	CHEMICALS	20,000	14,098	20,000	2,455	5,000	5,500
54-40-41500	OFFICE SUPPLIES	600	1,012	1,200	395	800	880
54-40-41600	SAFETY EQUIPMENT	1,500	1,559	1,800	784	2,500	2,500
54-40-41610	SPECIAL SUPPLIES	8,500	790	8,500	9,441	19,826	21,809
54-40-41700	CONTRACT SERVICES	1,000	2,974	1,000	1,006	2,012	2,200
54-40-42000	CUSTODIAL SUPPLIES	500	453	500	335	670	750
54-40-42100	BOOKS AND REFERENCE MATERIALS	500	0	500	0	1,000	2,000
54-40-42500	REPAIRS & MAINT - BLDG	1,000	1,050	1,500	454	1,000	1,000
54-40-42501	MANHOLE FRAME & COVERS	1,000	0	1,000	0	5,000	10,000
54-40-42502	PIPES & FITTINGS	5,000	9,150	10,000	535	2,000	10,000
54-40-43000	LAB SUPPLIES	10,000	3,364	10,000	628	2,500	10,000
54-40-43500	POSTAGE	350	593	350	522	1,100	1,100
54-40-51000	PRINTING/REPRODUCTION	0	0	0	0	250	500
54-40-52500	PROPERTY, CASUALTY, LIABILITY	67,560	50,636	67,560	25,286	67,560	67,560
54-40-52501	INSURANCE CLAIMS & DEDUCTIBLES	3,000	0	3,000	0	0	3,000
54-40-53500	DOC WORKERS	2,500	2,131	3,500	0	1,000	2,000
54-40-55000	EQUIPMENT RENTAL	2,000	28	2,000	119	250	2,000
54-40-56001	SMALL TOOLS & EQUIPMENT	5,000	1,341	7,000	704	1,400	10,000
54-40-61000	PARTS & LABOR	10,000	18,310	10,000	3,659	7,684	8,452
54-40-62002	TIRES	1,000	196	1,000	1,378	2,894	3,000
54-40-62003	GASOLINE	13,750	10,364	13,750	6,236	14,031	17,539
54-40-62005	DIESEL	3,500	2,610	3,500	958	2,156	2,694
54-40-62006	HYDRAULIC FLUID	500	0	0	0	250	500
54-40-62007	LUBRICANTS	500	242	500	188	400	500
54-40-63000	PARTS & LABOR	0	0	0	0	250	500
54-40-64000	EQUIPMENT MAINTENANCE	2,500	19,716	10,000	7,315	15,361	16,898
54-40-64850	SLUDGE REMOVAL	7,500	0	7,000	0	1,000	2,000
54-40-64851	SLUDGE HAULING	2,000	372	2,000	0	1,000	2,000
54-40-65100	CONSTRUCTION & REPAIR MATERIAL	3,000	473	3,000	250	500	2,500
54-40-71000	SUBSCRIPTIONS & MEMBERSHIPS	600	1,622	900	825	1,650	1,815
54-40-71001	PERMITS & LICENSES	12,000	10,058	12,000	2,529	5,058	12,000
54-40-79500	BAD DEBTS	11,662	49,198	11,662	0	11,662	15,000
54-40-81313	DEPRECIATION EXPENSE	0	1,104,959	0	0	0	0
54-40-90000	CAPITAL IMPROVEMENTS	0	39	0	0	0	0
54-40-91008	PORTABLE PUMP	1,500	1,450	2,300	0	750	1,500
54-40-91015	SEWER BACK UP EXPENSE	0	4,052	0	0	30,000	30,000

<u>Account Number</u>	<u>Account Description</u>	<u>FY 2010 Budget</u>	<u>FY 2010 Actual</u>	<u>FY 2011 Budget</u>	<u>YTD 12/31/10 Actual</u>	<u>FY 2011 Y/E Estimate</u>	<u>FY 2012 Proposed</u>
54-40-99086	TRANSFER TO DEBT SERVICE WWP	1,082,454	1,082,454	1,094,813	547,407	1,094,813	1,093,267
54-40-99090	TRFS TO RESERVES - DSR	195,928	195,928	73,703	36,852	73,703	116,339
54-40-99100	UNASSIGNED EXPENSES	8,321	418	15,179	1,600	0	0
54-40-99901	TRANSFER TO ADMINISTRATION	3,758	3,758	3,717	1,858	3,717	4,094
54-40-99951	TRANSFERS TO CITY MANAGER	18,848	18,848	18,526	9,263	18,526	19,400
54-40-99952	TRANSFERS TO FINANCE	78,909	78,909	102,651	51,326	102,651	107,107
54-40-99975	TRANSFERS TO PUBLIC WORKS	66,736	66,736	12,234	6,117	12,234	12,573
54-40-99977	TRANSFERS TO GARAGE	0	0	12,431	6,215	12,431	11,926
54-40-99992	TRANSFERS TO LEGAL SVCS	24,989	24,989	17,854	8,927	17,854	18,517
<b>Total Expenses-Waste Water</b>		<b>2,340,541</b>	<b>3,407,706</b>	<b>2,180,831</b>	<b>1,044,848</b>	<b>2,158,227</b>	<b>2,326,033</b>

## 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 in the last year. 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 2011-12 Budget Highlights

This budget reflects a 3% rate increase for sanitation services for the next year. A portion of the revenues generated by the 3% increase will be used to continue expanding the recycling program and provide for vehicle replacement in future years.

Action will be required by City Council to increase the sanitation rate by 3% at the appropriate time.

<u>Account</u>		<u>FY 2010</u>	<u>FY 2010</u>	<u>FY 2011</u>	<u>YTD 12/31/10</u>	<u>FY 2011</u>	<u>FY 2012</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>
<b>Sanitation</b>							
56-36-11400	RECYCLING REVENUE	7,000	16,959	21,700	14,775	29,550	32,505
56-37-10550	USER FEES	809,445	806,513	809,445	403,688	809,445	833,728
56-37-10553	SPECIAL PICK-UP FEES	250	465	450	275	750	1,500
56-38-51000	USE OF RESERVES	0		20,000	0	0	90,000
	<b>Total Revenue-Sanitation</b>	<b>816,695</b>	<b>823,937</b>	<b>851,595</b>	<b>418,738</b>	<b>839,745</b>	<b>957,733</b>
56-40-11000	SALARIES - GENERAL	237,004	240,379	254,192	111,634	254,192	240,500
56-40-11001	OVERTIME - GENERAL	11,000	12,114	7,000	5,528	7,000	7,000
56-40-11050	SALARIES - PART TIME	0	82	0	0	0	0
56-40-11100	F.I.C.A.	15,758	15,550	16,589	7,222	16,589	15,729
56-40-11200	MEDICARE	3,685	3,625	3,880	1,689	3,880	3,679
56-40-11300	A.S.R.S.	23,436	23,695	25,727	11,526	25,727	26,606
56-40-11500	MEDICAL INSURANCE	35,771	37,108	41,493	14,924	41,493	40,687
56-40-11501	STANDARD DISABILITY INSURANCE	1,910	1,795	1,568	730	1,568	2,223
56-40-11505	DEFERRED COMP	6,153	6,356	6,380	2,295	6,380	6,191
56-40-11510	DENTAL INSURANCE	3,679	3,815	3,393	1,475	3,393	3,828
56-40-11600	LIFE INSURANCE	819	779	849	294	849	824
56-40-11700	WORKERS COMPENSATION	22,029	18,423	20,906	8,326	20,906	19,991
56-40-11800	STATE UNEMPLOYMENT	0	1,232	0	0	0	
	<b>Sanitation Personnel Costs</b>	<b>361,244</b>	<b>364,953</b>	<b>381,977</b>	<b>165,643</b>	<b>381,977</b>	<b>367,258</b>
56-40-12000	BUSINESS TRAVEL	600	60	600	0	500	1,000
56-40-13000	UNIFORMS	3,000	3,965	3,000	1,694	3,800	4,000
56-40-14000	EDUCATION/TRAINING	200	15	0	0	1,000	3,000
56-40-21000	ELECTRIC	1,042	1,147	1,042	541	1,136	1,250
56-40-23000	GAS	1,000	480	1,000	136	306	382
56-40-24000	TELEPHONE & FAX	540	641	540	434	911	1,000
56-40-24200	OTHER - HAND HELD RADIOS	1,000	529	500	0	0	0
56-40-35000	EMPLOYMENT TESTING	0	0	0	43	100	100
56-40-41000	DISPOSABLE EQUIPMENT/TOOLS	1,500	1,988	1,500	158	316	300
56-40-41500	CONSUMABLE SUPPLIES	500	740	500	305	610	750
56-40-41600	SAFETY EQUIPMENT	1,000	854	1,000	157	500	1,000
56-40-41610	OTHER - VACCINES	500	190	500	0	500	1,000
56-40-41700	CONTRACT SERVICES	300	1,371	300	1,560	3,120	5,000
56-40-43500	POSTAGE	0	0	0	30	60	75
56-40-52500	PROPERTY, CASUALTY, LIABILITY	30,394	21,281	30,394	10,627	30,394	30,394
56-40-52501	INSURANCE CLAIMS & DEDUCTIBLES	150	0	0	0	0	0
56-40-53006	COUNTY TIPPING FEES	221,500	199,072	200,000	82,916	165,832	175,000
56-40-53500	DOC WORKERS	1,800	679	2,800	2,059	4,200	4,620
56-40-56001	SMALL TOOLS & EQUIPMENT	1,500	634	2,000	190	380	750
56-40-61000	PARTS & LABOR	8,000	10,807	8,000	3,781	7,562	8,000
56-40-62004	GASOLINE	8,816	10,764	8,816	7,126	16,034	20,000
56-40-62005	DIESEL	20,000	17,375	20,000	7,270	16,358	20,500
56-40-62006	HYDRAULIC FLUID	500	9	500	0	500	1,000
56-40-62007	LUBRICANTS	500	275	500	151	300	500
56-40-62008	TIRES	5,000	5,729	5,000	2,617	5,234	5,000
56-40-64000	EQUIPMENT MAINTENANCE	0	212	0	0	500	1,000
56-40-72000	RECYCLING PROGRAM	0	0	5,000	948	1,900	1,000
56-40-79500	BAD DEBTS	2,000	10,310	2,000	0	2,000	2,000
56-40-81000	PRINCIPAL	0	(30,407)	0	0	0	0
56-40-81313	DEPRECIATION EXPENSE	0	48,292	0	0	0	0
56-40-91000	EQUIP & FURNITURE - DUMPSTERS	17,582	8,534	20,000	454	1,000	46,500
56-40-98010	RESERVE ACCUMULATION-RESTRICTED	24,283	0	24,283	0	24,283	25,012
56-40-99100	UNASSIGNED EXPENSES	8,108	0	11	0	0	16,094
56-40-99901	TRANSFERS TO ADMINISTRATION	11,283	38,912	17,244	8,622	17,244	18,141
56-40-99952	TRANSFERS TO FINANCE	44,044	44,044	54,206	27,103	54,206	56,485
56-40-99954	TRANSFERS TO WASTEWATER FUND	0	21,632	0	0	0	0
56-40-99977	TRANSFERS TO GARAGE	0	0	12,431	6,215	12,431	11,926
56-40-99985	TRANSFER TO DEBT SERVICE	38,809	38,809	38,809	19,404	38,809	30,289
56-40-99992	TRANSFERS TO LEGAL SVCS	0	0	7,142	3,571	7,142	7,407
56-40-99999	TRANSFER TO CIP	0	0	0	0	0	90,000
	<b>Total Expenses-Sanitation</b>	<b>816,695</b>	<b>823,896</b>	<b>851,595</b>	<b>353,755</b>	<b>801,145</b>	<b>957,733</b>

## Bisbee Public Works Grants

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

### Fiscal Year 2011-12 Budget Highlights

Funds have been set aside for a WIFA grant for the sewer expansion in Tintown, along with possible funding for the Hereford Road Sewer Project.



<u>Account</u>		<u>FY 2010</u>	<u>FY 2010</u>	<u>FY 2011</u>	<u>YTD 12/31/10</u>	<u>FY 2011</u>	<u>FY 2012</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>
<b>PW Grants</b>							
57-30-22502	WIFA GRANT SEWER/TA	50,000	0	0	0	0	50,000
57-30-22503	UPPER SAN PEDRO PARTNERSHIP	0	14,794	0	0	0	0
	FIRE SUPPRESION SYSTEM	0	0	0	0	0	35,000
57-30-22506	WWTP SOLAR GENERATOR SYSTEM	5,900,000	0	0	0	0	0
57-30-22508	NADBank - USDA/RD TINTOWN SEWER	0	0	5,000,000	0	0	2,000,000
57-30-22509	NADBank - USDA/RD HEREFORD RD SEWER	0	0	1,850,000	0	0	0
57-30-99099	TRANS FROM CIP	0	72,053	150,000	0	9,900	25,000
	<b>Total Revenue</b>	<b>5,950,000</b>	<b>86,847</b>	<b>7,000,000</b>	<b>0</b>	<b>9,900</b>	<b>2,110,000</b>
57-40-22502	WIFA GRANT SEWER/TA	50,000	0	0	0	0	50,000
57-40-22503	UPPER SAN PEDRO PARTNERSHIP	0	14,794	0	0	0	0
	FIRE SUPPRESION SYSTEM	0	0	0	0	0	35,000
57-40-22506	WWTP SOLAR GENERATOR SYSTEM	5,900,000	0	0	0	0	0
57-40-22508	NADBank - USDA/RD TINTOWN	0	72,053	5,000,000	0	0	2,000,000
57-40-22509	NADBank - USDA/RD HEREFORD RD SEWER	0	0	2,000,000	9,900	9,900	25,000
	<b>Total Expenses</b>	<b>5,950,000</b>	<b>86,847</b>	<b>7,000,000</b>	<b>9,900</b>	<b>9,900</b>	<b>2,110,000</b>

## Queen Mine Fund

The Queen Mine Tour operations are overseen by the Community Development Director. The Mine Tour is an enterprise program for the City that operates under its own budget and funds generated from the tour to maintain, improve, and expand the tour as well as help support the Visitor Center.

Funded by the sale of tour tickets and gift shop items, the Queen Mine Tour has welcomed over 45,000 visitors a year. While the City owns the building once known as the Change House, Freeport-McMoRan (formerly Phelps Dodge) leases the underground for the tours.

Recent Accomplishments of the Queen Mine Fund include:

- Safety upgrades including new wheels for the man-cars, new escape way improvements, mined out cave-ins, rebuilt locomotive controller, and roof.
- Upgrades and safety improvement for tour features including: fluorescents, displays, head frames, and working toward mine improvements required for the lease.
- A major electrical upgrade was made possible by an exchange of services and resources with Freeport McMoRan.
- Investigation and preliminary planning for a new geology based tour.
- Facility improvement projects, restroom remodel, and landscaping. Our new plans call for increasing accessibility to the tour, updated restroom facilities, and a small café.
- An aggressive social media campaign on Facebook in English and Spanish has increased exposure to the tour and facilities.

## Fiscal Year 2011-12 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 this year will provide the relocation of outdoor restrooms to the main building and the installation of a security system.

<u>Account Number</u>	<u>Account Description</u>	<u>FY 2010 Budget</u>	<u>FY 2010 Actual</u>	<u>FY 2011 Budget</u>	<u>YTD 12/31/10 Actual</u>	<u>FY 2011 Y/E Estimate</u>	<u>FY 2012 Proposed</u>
<b>Queen Mine</b>							
59-31-25000	TAX CREDITS TAKEN	0	372	0	131	131	0
59-34-15001	MERCHANDISE SALES	168,000	195,381	180,000	72,631	180,000	190,000
59-34-15010	MAIL ORDER SALES	10,000	82	10,000	131	131	200
59-34-17500	MINE TOURS	459,000	462,715	459,000	166,506	420,000	425,000
59-36-11600	OVER/SHORT	0	0	0	(290)	0	0
59-36-15003	VENDING MACHINE SALES	3,500	5,617	4,000	2,442	4,000	4,000
59-38-99235	FUND BALANCE ALLOCATION	76,000	0	105,000	0	65,288	160,908
59-38-99999	OTHER REVENUE	0	1,023	0	0	0	0
<b>Total Revenue-QM</b>		716,500	665,190	758,000	241,551	669,550	780,108

<u>Account Number</u>	<u>Account Description</u>	<u>FY 2010 Budget</u>	<u>FY 2010 Actual</u>	<u>FY 2011 Budget</u>	<u>YTD 12/31/10 Actual</u>	<u>FY 2011 Y/E Estimate</u>	<u>FY 2012 Proposed</u>
59-40-11000	SALARIES - GENERAL	196,977	200,709	202,956	104,491	205,600	206,297
59-40-11001	OVERTIME - GENERAL	2,000	886	2,000	698	1,600	2,000
59-40-11050	SALARIES - PART TIME	52,170	48,575	51,897	21,910	43,980	51,897
59-40-11100	F.I.C.A.	15,923	15,368	16,277	7,764	16,277	16,484
59-40-11200	MEDICARE	3,724	3,582	3,807	1,816	3,800	3,855
59-40-11300	A.S.R.S.	16,671	16,671	17,950	9,202	18,100	19,917
59-40-11500	MEDICAL INSURANCE	33,020	33,346	36,939	15,391	36,939	37,328
59-40-11501	STANDARD DISABILITY INSURANCE	1,511	1,511	1,511	756	1,637	1,511
59-40-11505	DEFERRED COMP	5,680	5,680	5,680	2,367	5,680	5,680
59-40-11510	DENTAL INSURANCE	3,073	3,082	3,172	1,322	3,172	3,172
59-40-11600	LIFE INSURANCE	756	608	611	248	594	611
59-40-11700	WORKERS COMPENSATION	5,625	4,915	5,667	3,083	6,250	7,380
59-40-11800	STATE UNEMPLOYMENT	0	313	0	93	0	0
<b>Queen Mine Personnel Costs</b>		<b>337,130</b>	<b>335,246</b>	<b>348,467</b>	<b>169,141</b>	<b>343,629</b>	<b>356,132</b>

<u>Account Number</u>	<u>Account Description</u>	<u>FY 2010 Budget</u>	<u>FY 2010 Actual</u>	<u>FY 2011 Budget</u>	<u>YTD 12/31/10 Actual</u>	<u>FY 2011 Y/E Estimate</u>	<u>FY 2012 Proposed</u>
59-40-12000	BUSINESS TRAVEL	500	0	0	0	0	0
59-40-12100	CONFERENCES	1,000	0	0	0	0	0
59-40-13000	UNIFORMS	1,600	92	1,600	890	1,600	1,600
59-40-13050	TOUR REFUNDS	200	0	200	0	0	200
59-40-14000	EDUCATION/TRAINING	1,200	0	1,200	0	200	1,200
59-40-21000	ELECTRIC	8,000	7,925	8,000	3,537	8,000	8,000
59-40-22000	WATER	1,400	1,183	1,400	756	1,400	1,400
59-40-22550	SEWER AND GARBAGE SERV.	4,000	3,840	4,000	1,637	4,000	4,141
59-40-23000	GAS/WOOD	3,000	1,205	3,500	2,332	3,500	3,500
59-40-24000	TELEPHONE & FAX	3,100	3,080	3,100	1,262	3,100	3,100
59-40-24001	INTERNET ACCESS FEE	1,000	700	900	340	900	900
59-40-34000	PROFESSIONAL FEES - COMPUTER	1,000	0	800	0	0	800
59-40-35000	EMPLOYMENT TESTING	100	0	100	0	0	100
59-40-36000	MAINTENANCE & SUPPORT AGREEMENTS	800	80	800	0	0	800
59-40-41500	OFFICE SUPPLIES	3,000	3,310	3,100	676	3,100	3,100
59-40-41604	SPECIAL SUPP - MERCHANDISE	99,640	72,635	95,000	50,910	95,000	95,000
59-40-41610	OTHER - HATS AND COATS	2,000	1,388	2,200	0	2,200	2,200
59-40-41700	CONTRACT SERVICES	500	136	500	0	0	500
59-40-42000	CUSTODIAL SUPPLIES	3,000	1,500	3,000	0	3,000	3,000
59-40-42300	SOFTWARE	400	0	400	0	0	400
59-40-42500	OTHER-TOUR MAINT-INTERIOR	4,000	1,847	4,000	803	4,000	4,000
59-40-42501	TOUR MAINTENANCE	4,000	5,396	4,000	4,922	6,000	4,000
59-40-43500	POSTAGE	1,000	300	800	74	200	800
59-40-44000	CONCESSION	2,100	2,671	2,500	684	2,500	2,500
59-40-52000	ADVERTISING	18,000	29,548	21,844	14,632	21,844	21,844
59-40-52500	PROPERTY, CASUALTY, LIABILITY	50,000	31,325	50,000	0	35,000	50,000
59-40-52501	INSURANCE CLAIMS & DEDUCTIBLES	500	0	500	0	0	500
59-40-53500	DOC WORKERS	1,700	2,436	1,800	1,088	1,900	1,900
59-40-54500	PROPERTY LEASES	0	0	1,200	0	10	1,200
59-40-61000	PARTS & LABOR	1,000	625	1,000	0	500	1,000
59-40-62000	FUEL & LUBRICANTS	1,200	1,046	1,500	391	500	1,500
59-40-73000	MISCELLANEOUS	0	218	0	284	284	0
59-40-75002	CREDIT CARD FEES	11,000	15,574	15,000	6,303	15,000	15,000
59-40-75100	OFFICE FURNISHINGS	500	0	0	0	0	0
59-40-81313	DEPRECIATION EXPENSE	0	11,089	0	0	0	0
59-40-90001	LAMPS	3,500	4,055	3,500	248	3,500	6,000
59-40-90003	MOTORS	6,000	1,387	5,000	633	9,500	5,000
59-40-91000	COMPUTER HARDWARE & SOFTWARE	500	0	500	794	794	500
59-40-99100	MISC. EXPENSES-SAFETY	17,721	4,717	10,000	584	10,000	10,000
59-40-99901	TRANSFERS TO GENERAL FUND	20,130	31,355	19,412	9,706	19,412	20,305
59-40-99920	TRANSFER TO TRANSIENT RM TAX	8,625	8,625	16,000	8,000	16,000	16,000
59-40-99952	TRANSFERS TO FINANCE	16,454	16,454	16,177	8,088	16,177	16,986
59-40-99999	TRANSFERS TO CAPITAL PROJECTS	76,000	25,800	105,000	5,699	36,800	115,000
	<b>Total Expenses-QM</b>	<b>716,500</b>	<b>626,788</b>	<b>758,000</b>	<b>294,414</b>	<b>669,550</b>	<b>780,108</b>

## 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 2011-12 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 2010 Budget</u>	<u>FY 2010 Actual</u>	<u>FY 2011 Budget</u>	<u>YTD 12/31/10 Actual</u>	<u>FY 2011 Y/E Estimate</u>	<u>FY 2012 Proposed</u>
<b>Misc Grants</b>							
78-30-23112	LIBRARY PENDING GRANTS	0	0	25,000	0	850	15,000
78-30-23750	ADOT-BBUS EXP REIMBURSED	90,268	(2,431)	103,342	0	0	0
78-30-79000	MISCELLANEOUS GRANTS	3,000,000	20,612	5,000,000	0	0	5,000,000
78-38-99996	TRANS FROM BISBEE BUS	8,436	0	25,836	0	0	0
	<b>Total Revenue</b>	<b>3,098,704</b>	<b>18,181</b>	<b>5,154,178</b>	<b>0</b>	<b>850</b>	<b>5,015,000</b>
78-40-23112	LIBRARY PENDING GRANTS	0	0	25,000	0	850	15,000
78-40-23750	ADOT BBUS EXPENDITURES	98,704	300	129,178	2,602	0	0
78-40-79000	MISCELLANEOUS GRANTS	3,000,000	23,740	5,000,000	0	0	5,000,000
	<b>Total Expenses</b>	<b>3,098,704</b>	<b>24,040</b>	<b>5,154,178</b>	<b>2,602</b>	<b>850</b>	<b>5,015,000</b>

## 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 ambulance, two garbage trucks, one dump truck, and the San Jose Fire Station.

### Fiscal Year 2011-12 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 2010 Budget</u>	<u>FY 2010 Actual</u>	<u>FY 2011 Budget</u>	<u>YTD 12/31/10 Actual</u>	<u>FY 2011 Y/E Estimate</u>	<u>FY 2012 Proposed</u>
<b>Debt Service</b>							
85-38-10550	TRANSFER FROM GFUND ADMIN/GEN	84,805	84,805	67,982	33,991	67,982	97,734
85-38-21000	TRANSFERS FROM STREETS FUND	11,412	11,412	11,412	5,706	11,412	11,412
85-38-39000	TRANSFERS FROM RICO FUND	61,754	47,007	61,754	30,877	61,754	0
85-38-53000	TRANSFER FROM POLICE SPEC REV	0	15,438	0	0	0	0
85-38-56000	TRANSFER FROM SANITATION	38,809	38,809	38,809	19,404	38,809	30,289
	<b>Total Debt Service Revenue</b>	<b>196,780</b>	<b>197,471</b>	<b>179,957</b>	<b>89,978</b>	<b>179,957</b>	<b>139,435</b>
85-60-81000	PRINCIPAL PAYMENTS, CAP LEASE	41,189	41,189	43,540	21,468	43,540	46,023
85-60-81500	INTEREST PAYMENTS, CAP LEASE	6,784	6,784	4,434	2,519	4,434	1,951
85-70-81000	PRINCIPAL PMTS, LEASE PURCHASE	127,325	127,325	116,215	57,448	116,215	79,516
85-70-81500	INTEREST PMTS, LEASE PURCHASE	21,482	22,003	15,768	8,543	15,768	11,945
	<b>Total Debt Service Expenses</b>	<b>196,780</b>	<b>197,301</b>	<b>179,957</b>	<b>89,978</b>	<b>179,957</b>	<b>139,435</b>

## 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 2011-12 Budget Highlights

This budget includes all payments due in Fiscal Year 2011-12.

<u>Account Number</u>	<u>Account Description</u>	<u>FY 2010 Budget</u>	<u>FY 2010 Actual</u>	<u>FY 2011 Budget</u>	<u>YTD 12/31/10 Actual</u>	<u>FY 2011 Y/E Estimate</u>	<u>FY 2012 Proposed</u>
<b>Debt Service for WWP</b>							
86-36-21000	INTEREST INCOME	0	1,091	0	414	1,000	0
86-38-98000	TRANSFERS IN - DEBT SERVICE	1,082,454	1,082,454	1,094,813	547,407	1,094,813	1,093,267
86-38-98010	TRF IN--DEBT SERVICE RESERVES	195,928	195,928	73,703	36,851	73,703	116,339
	<b>Total Revenue</b>	<b>1,278,382</b>	<b>1,279,473</b>	<b>1,168,516</b>	<b>584,672</b>	<b>1,169,516</b>	<b>1,209,606</b>
86-40-98010	RESERVE ACCUMULATION	195,928	0	73,703	0	73,703	116,339
86-80-81000	PRINCIPAL PAYMENTS	667,245	660,605	682,503	678,360	682,503	698,146
86-80-81500	INTEREST PAYMENTS	415,209	417,513	412,310	149,287	412,310	395,121
	<b>Total Expenses</b>	<b>1,278,382</b>	<b>1,078,118</b>	<b>1,168,516</b>	<b>827,647</b>	<b>1,168,516</b>	<b>1,209,606</b>

## 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 2011-12 Budget Highlights

Funds are budgeted for potential operating expenditures, capital expenditures, and fund-raising activities pertinent to youth and youth activities.

<u>Account Number</u>	<u>Account Description</u>	<u>FY 2010 Budget</u>	<u>FY 2010 Actual</u>	<u>FY 2011 Budget</u>	<u>YTD 12/31/10 Actual</u>	<u>FY 2011 Y/E Estimate</u>	<u>FY 2012 Proposed</u>
<b>Youth Fund</b>							
89-36-21000	INTEREST INCOME	1,500	429	500	118	240	500
89-36-50010	FUND RAISING PROCEEDS	15,000	797	2,000	200	200	2,000
89-36-99925	USE OF FUND BALANCE	10,000	0	10,500	0		10,500
	<b>Total Revenue</b>	<b>26,500</b>	<b>1,226</b>	<b>13,000</b>	<b>318</b>	<b>440</b>	<b>13,000</b>
89-40-50000	AUTHORIZED EXPENDITURES	1,500	652	1,000	297	297	1,000
89-40-50010	FUND RAISING EXPENSES	15,000	0	2,000	1,767	1,767	2,000
89-40-90000	CAPITAL EXPENDITURES	10,000	0	10,000		0	10,000
	<b>Total Expenses</b>	<b>26,500</b>	<b>652</b>	<b>13,000</b>	<b>2,064</b>	<b>2,064</b>	<b>13,000</b>

## Bisbee Bus Fund

The Bisbee Bus operations are primarily through the Arizona Department of Transportation's 5311 program. Additional funds to support the Bisbee Bus are provided from a 5317 ADOT Program, AAA, and SEAGO. General funds are also utilized for matching funds. Bisbee currently owns 3 busses.

The day to day operations of the Bisbee Bus are contracted through Catholic Community Services which provide drivers, safety training and oversight of operations, ridership, marketing and administration. This department oversees the Transit Advisory Council.

The Bisbee Bus runs are Monday thru Friday 6:00 a.m. to 6:30 p.m. and Saturdays from 9:00 a.m. to 3:00 p.m. This service is provided year round with the exception of holidays. The route includes Old Bisbee, Warren, San Jose, and Naco. Cost to ride the bus is \$1.00 for adults, .50 for seniors, and .25 for students.

Current projects include a ridership satisfaction and expansion survey and a website dedicated to the local transit system.

## Fiscal Year 2011-12 Budget Highlights

The 2010-2011 fiscal year budgets continue to increase fuel and maintenance costs.

<u>Account Number</u>	<u>Account Description</u>	<u>FY 2010 Budget</u>	<u>FY 2010 Actual</u>	<u>FY 2011 Budget</u>	<u>YTD 12/31/10 Actual</u>	<u>FY 2011 Y/E Estimate</u>	<u>FY 2012 Proposed</u>
<b>Bisbee Bus</b>							
96-30-50000	ADOT GRANT	0	5,735	13,760	5,736	10,000	10,000
96-30-50032	TRANSFERS FROM L.T.A.F.	20,397	29,263	0	0	12,000	0
96-30-50045	SEAGO TRANSPORTATION	20,000	22,022	22,000	14,681	22,000	22,000
96-30-50050	CCS LOCAL SHARE	7,500	7,509	7,000	4,146	7,000	7,500
96-30-50060	FEDERAL SHARE	160,808	125,487	169,868	89,885	169,868	161,524
96-30-50065	DONATIONS	200	100	0	0	0	0
96-30-50132	TRANSFERS FROM GEN FUND	950	950	27,065	13,532	0	8,845
	<b>Total Revenue</b>	<b>209,855</b>	<b>191,066</b>	<b>239,693</b>	<b>127,980</b>	<b>220,868</b>	<b>209,869</b>
96-40-41505	ADMIN MISC EXPENSES	0	1,493	0	153	800	800
96-40-41606	CCS OPERATING EXPENSES	144,100	103,824	159,907	45,320	120,000	155,299
96-40-41607	CITY OPERATING EXPENSE	17,299	4,355	13,750	2,836	12,000	13,750
96-40-43500	POSTAGE	20	2	200	0	100	20
96-40-52500	PROPERTY, CASUALTY, LIABILITY	10,000	8,442	10,000	2,534	10,000	10,000
96-40-62000	FUEL & LUBRICANTS	30,000	18,161	30,000	9,027	30,000	30,000
96-40-93000	TRANSFER TO MISC GRANTS/MATCH	8,436	0	25,836	0	0	0
96-40-99954	TRFS TO GFUND - ADMIN SALARY	0	8,793	0	0	0	0
	<b>Total Expenses</b>	<b>209,855</b>	<b>145,070</b>	<b>239,693</b>	<b>59,870</b>	<b>172,900</b>	<b>209,869</b>

## Wastewater Project Fund

This fund accounts for the Wastewater Project Fund, and with the new plant now operational, this fund will be closed out once all the funds for the project have been expended.

### Fiscal Year 2011-12 Budget Highlights

No funding is included in this budget.



<u>Account Number</u>	<u>Account Description</u>	<u>FY 2010 Budget</u>	<u>FY 2010 Actual</u>	<u>FY 2011 Budget</u>	<u>YTD 12/31/10 Actual</u>	<u>FY 2011 Y/E Estimate</u>	<u>FY 2012 Proposed</u>
<b>Waste Water Project</b>							
98-38-50000	MISC REVENUE	0	22,328	0	0	0	0
98-38-99999	PROCEEDS FRM GRANTS,LOANS,TRFS	100,000	0	0	0	0	0
	<b>Total Revenue</b>	100,000	22,328	0	0	0	0
98-70-00001	CLEAN CLOSURE, EXISTING WWTPs	100,000	45	0	0	0	0
98-70-99921	TRANSFER TO STREETS	0	0	0	0	0	0
	<b>Total Expenses</b>	100,000	45	0	0	0	0

## 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 2011-12 Budget Highlights

This budget reflects very few new programs. The principal project that will be funded by the Capital Improvements Fund will be the completion of the Arizona Street Reconstruction Project. Funds are also budgeted from the Sanitation Department for a new trash compactor. Additionally, the Queen Mine is scheduled to continue their Capital Improvement Program at the Mine using prior year residual balances to renovate the restroom facilities at the Mine.

The Arizona Water Settlement proceeds have been deposited into this fund. An additional \$300,000 was received in Fiscal Year 2010-11 and is reserved within the Capital Improvement Fund. The Fiscal Year 2011-12 Budget includes \$350,000 from these funds to be transferred to the Streets Fund to provide for street repair and maintenance.

This fund is not expected to generate significant revenue in future years unless Council decides to sell other surplus properties in the City's inventory.

<u>Account Number</u>	<u>Account Description</u>	<u>FY 2010 Budget</u>	<u>FY 2010 Actual</u>	<u>FY 2011 Budget</u>	<u>YTD 12/31/10 Actual</u>	<u>FY 2011 Y/E Estimate</u>	<u>FY 2012 Proposed</u>
<b>Capital Improvements</b>							
99-30-50999	MISC. INCOME	0	1,040	0	5,000	15,000	0
99-31-50000	GRANT INCOME	0	0	0	0	0	0
99-36-50010	ARIZONA WATER SETTLEMENT	300,000	300,000	300,000	300,000	300,000	0
99-36-50011	BROWN & CALDWELL SETTLEMENT	0	150,000	0	0	0	0
99-38-51000	USE OF RESERVES	413,150	0	279,367	0	0	122,000
99-38-51350	USE OF RESERVES - SETTLEMENTS	0	0	409,711	0	40,180	387,760
99-38-56000	TRANSFER FROM SANITATION	0	0	0	0	0	90,000
99-38-59000	TRANSFER FROM QUEEN MINE	76,000	25,800	105,000	5,700	6,000	115,000
	<b>Total Revenue</b>	<b>789,150</b>	<b>476,840</b>	<b>1,094,078</b>	<b>310,700</b>	<b>361,180</b>	<b>714,760</b>
99-40-01800	TRANS TO TRAN GR AZ ST /MAIN ST	213,150	163,503	0	0	0	0
99-40-05601	COMPACTOR	0	0	0	0	0	90,000
99-40-05900	MANCAR WHEELS	26,000	0	0	850	850	0
99-40-05902	RAIL SYSTEM REPAIR	50,000	25,800	0	0	0	0
99-40-05906	RENOVATE QUEEN MINE RESTROOMS	0	0	70,000	5,700	6,000	100,000
99-40-05907	EXPAND ESCAPE TUNNEL	0	0	5,000	0	5,000	5,000
99-40-05908	SECURITY SYSTEM	0	0	5,000	0	800	0
99-40-05909	QM ELECTRICAL UPGRADES	0	0	25,000	0	25,000	10,000
99-40-15503	CITY HALL REHABILITATION - COMM DEV.	0	0	0	0	0	0
99-40-16400	AMBULANCE	0	0	28,000	0	0	0
99-40-16401	VEHICLE EXHAUST SYSTEM	0	0	22,000	0	0	22,000
99-40-99900	FUND BALANCE ALLOCATION _ REPYMT	300,000	0	311,875	0	0	0
99-40-99901	TRANSFER TO GEN FUND	0	4,397	0	0	30,280	12,760
99-40-99918	TRANSFER TO TRANSPORTATION GRANTS	0	650	217,492	0	0	100,000
99-40-99921	TRANSFER TO STREETS	200,000	59,563	259,711	0	142,085	350,000
99-40-99957	TRANSFER TO P.W. GRANTS	0	72,053	150,000	0	9,900	25,000
	<b>Total Expenses</b>	<b>789,150</b>	<b>325,966</b>	<b>1,094,078</b>	<b>6,550</b>	<b>219,915</b>	<b>714,760</b>
	<b>Total Expenses - All Funds</b>	<b>31,252,974</b>		<b>32,416,389</b>		<b>13,450,126</b>	<b>24,243,122</b>