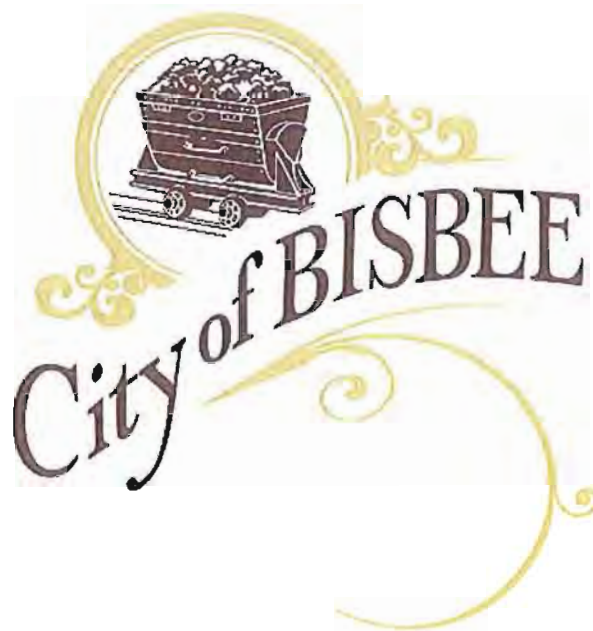


Final Budget Fiscal Year 2014



**July 1, 2013 – June 30, 2014
Approved by Mayor and Council
June 18, 2013**

TABLE OF CONTENTS

Charts.....	1
<u>General Fund</u>	
Revenue.....	4
Mayor and Council	6
City Manager	8
Finance Department.....	10
City Clerk.....	12
Community Development.....	14
Administration and General Government.....	16
Personnel.....	18
Legal Services.....	20
Water Systems.....	22
Information Systems.....	24
Police.....	26
Fire & Ambulance Department.....	28
City Magistrate.....	30
Cemetery.....	32
Building Maintenance.....	34
Public Works Administration.....	36
Garage.....	38
Building Inspector.....	40
Parks.....	42
Swimming Pool.....	44
Library.....	46
Senior Center.....	48
Contingency.....	50
Total General Fund Expenditures.....	51

Other Funds

General Government Grant Revenue.....52

Public Safety – Fire Grants.....54

Transportation Grants.....56

Visitor Center58

Streets Fund (Highway User Revenue Fund or HURF).....60

LTAF (Local Transit Assistance Fund).....62

RICO (Racketeer Influenced and Corrupt Organizations Fund).....64

Bisbee Arts Commission.....66

Save Our Stairs Fund.....68

Donations Fund.....70

Airport Fund.....72

Police Special Revenue and Grants.....74

Wastewater Fund.....76

Sanitation Fund..... 79

Bisbee Public Works Grants.....81

Queen Mine Fund.....82

Miscellaneous Grants.....86

Debt Service Fund.....88

Debt Service – Wastewater Construction Project.....90

Youth Fund..... 92

Bisbee Bus Fund94

Capital Improvements Fund.....96



City of Bisbee, Arizona

FY 2013-14 BUDGET MESSAGE

Mayor Badal and City Council:

The budget for the City of Bisbee in fiscal year 2013-14 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 now coming out of 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 the balance between revenues and spending. As presented, we will be able to do this without losing employees (in fact, adding some back) and without a reduction in services.

As we completed the 2011-12 fiscal year-end audit, we ended up with a \$146,397 surplus in the General Fund. In FY 2012-13, we are projecting a modest year-end surplus in the General Fund. As we look forward to FY 2013-14, our budget will continue to provide services to the community, and while we were able to contain our health insurance costs with a 0% increase, our public safety pension costs will increase by \$200,000. These have made this budget difficult to balance, but we are bringing to you a package that will only rely on \$239,747 from previous fund balances to achieve. A rate increase of 6% 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 along with adding solar power and other improvements to the plant. An increase in the Sanitation Fund of 3% will be necessary in FY 2013-14 for operations and recycling, the second increase in five years. 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, over the last five years, addressed an overall strategy for improving the street infrastructure in Bisbee. The OK Street bridge will be replaced this year and Community Development Block Grant funding of \$162,000 for Phase 5 Street Improvements in Bakerville. In addition, this budget carries over residual balances of \$146,000 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:	Sharon Buono, Director
Police Department:	James Elkins, Chief of Police
Fire Department:	Jack Earnest, Fire Chief
Public Works:	Tom Klimek, Director
Personnel Department:	Jennifer Graeme, 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 2013-14 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 2013-14.

The FY 2013-14 City Budget is the combined budgets of all parts of the organization with revenue and expenditure totals of \$28,811,189. 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 2% increase in total General Fund available revenue. The General Fund is the fund where the vast majority of employee compensation is paid. We have funded a 2% salary increase in the FY 2013-14 Budget for the first time in five years. Over five years, the size of our workforce has been reduced by 20%. These steps were necessary because the General Fund was negatively impacted over the last few years 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 financial statements 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.

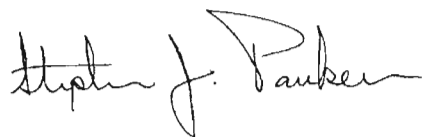
CONCLUSION

The City of Bisbee finds itself squarely in the path of change. In 2009, we realized that fundamental change in the way we do business would have to occur; that change has occurred. Even though we see some signs of recovery in our local revenues, there are still negative factors beyond our control. We are fortunate to have managed budgets wisely in previous fiscal years and spent conservatively. Given the progress we have made in the last seven years to improve community services, improve employee compensation and morale, and strategically plan our future, we wish we could do more. 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.

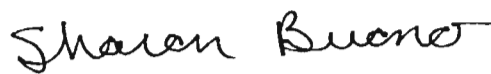
This is the eighth budget as City Manager and first budget as Finance Director for the City of Bisbee. A municipal budget is a product of the talents of many different people including the Mayor, the City Council, and the people of the community of interests that make our community thrive. Our thanks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

Finally, we can never forget the contributions to the fiscal health of the City of Bisbee made over the years by the late Dee Flanagan, an extraordinary Finance Director and Friend who left us too soon.

Respectfully submitted,



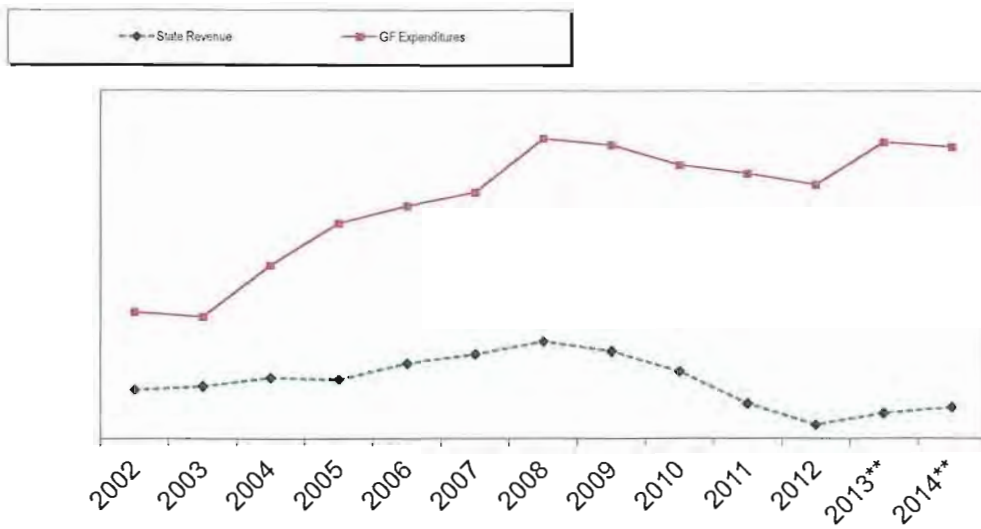
Stephen J. Pauken
City Manager



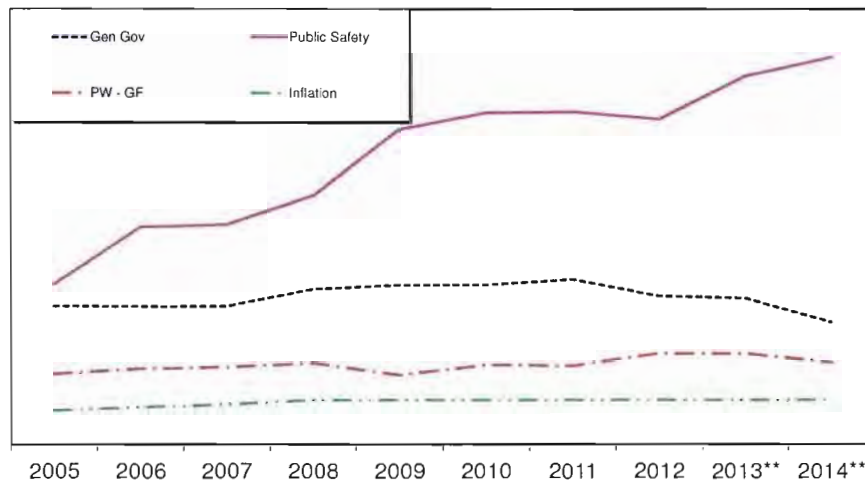
Sharon Buono
Finance Director

June 18, 2013

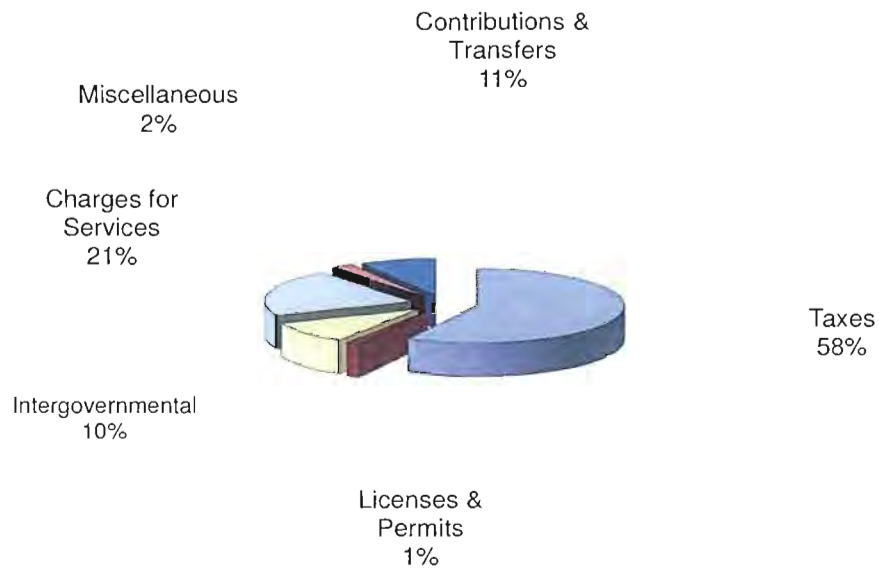
Comparison of State Revenue and City Expenditure Fluctuations



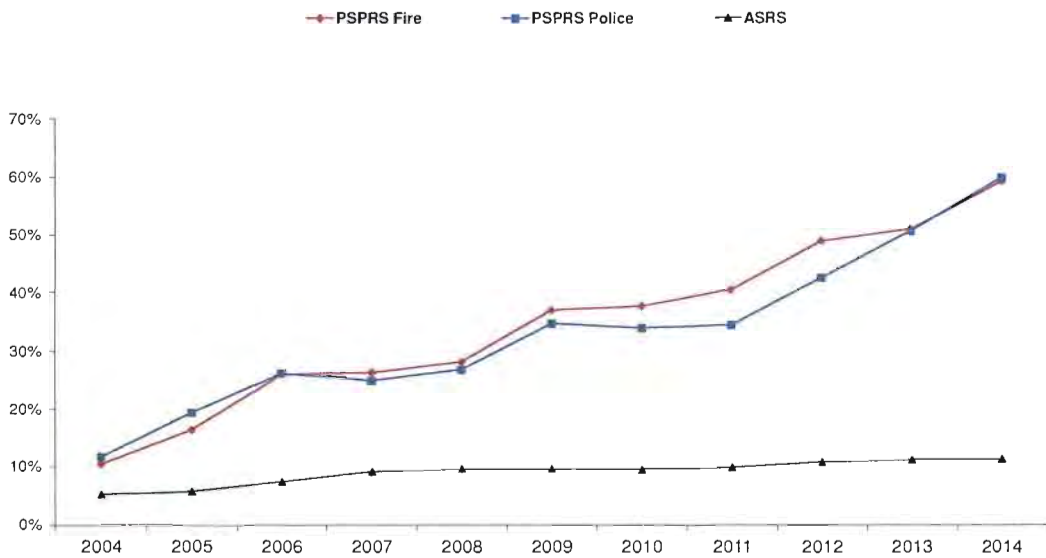
Comparison of General Fund Expenditures by Major Expenditure Category



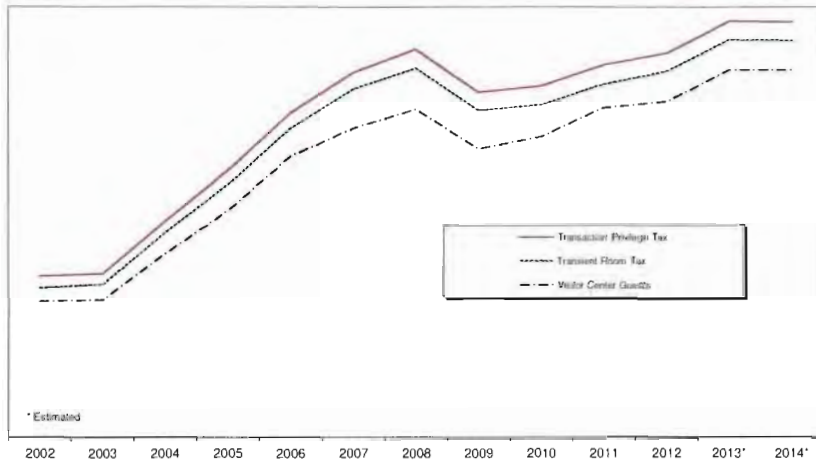
General Fund Revenue by Type



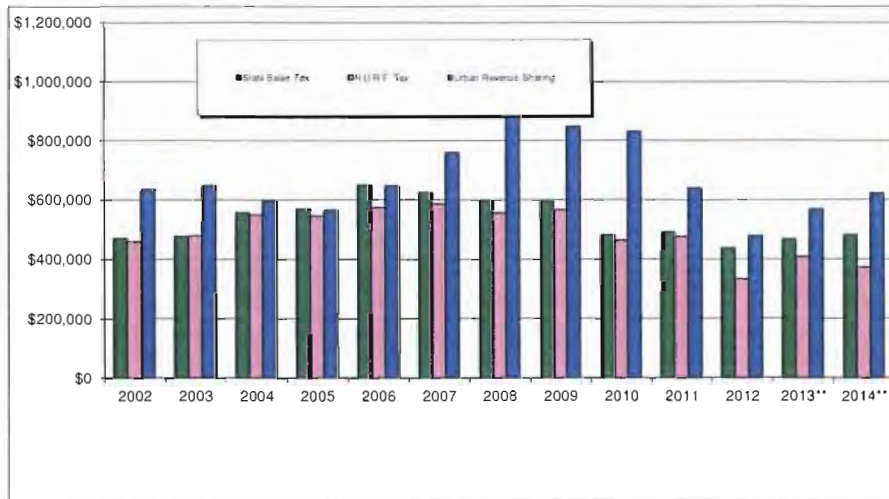
Historical Pension Contribution Rates



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 2012</u>	<u>FY 2012</u>	<u>FY 2013</u>	<u>YTD 12/31/12</u>	<u>FY 2013</u>	<u>FY 2014</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>
Taxes							
10-31-10000	CITY SALES TAX	1,800,000	1,805,014	1,900,000	869,310	1,900,000	1,900,000
10-31-10020	BED TAX	95,000	91,836	95,000	27,653	90,000	92,000
10-31-20200	STATE SALES TAX	421,784	437,404	466,183	216,577	466,183	481,722
10-31-24000	VEHICLE LICENSE TAX	286,736	259,190	255,402	111,179	255,402	256,353
10-31-24500	PROPERTY TAX	874,422	874,258	902,279	502,319	902,279	922,303
	Total Revenue - Taxes	3,477,942	3,467,702	3,618,864	1,727,038	3,613,864	3,652,378
Licenses & Permits							
10-32-10400	BUILDING/SIGN PERMITS	45,000	71,552	45,000	23,034	45,000	45,000
10-32-10600	OCCUPATIONAL/LIQUOR LICENSES	40,000	40,252	39,000	24,259	39,000	39,000
10-32-10650	SPECIAL EVENT LICENSES	1,200	874	1,200	1,555	1,500	1,600
10-32-10800	DOG LICENSE FEES/IMPOUND FEES	1,000	734	1,000	73	1,000	1,000
	Total Licenses & Permits	87,200	113,412	86,200	48,921	86,500	86,600
Intergovernmental							
10-33-20100	URBAN REVENUE SHARING	470,554	478,778	569,423	284,737	569,423	621,974
	Total Intergovernmental	470,554	478,778	569,423	284,737	569,423	621,974
Charges for Services							
10-34-10100	PLANNING/ZONING APPLICATIONS	3,000	3,000	2,500	850	2,000	2,000
10-34-10120	PLAN EXAMINATION FEE	4,500	10,388	5,000	5,200	7,000	5,000
10-34-10154	PROFESSIONAL SVC REIM P&Z	35,000	0	35,000	0	0	35,000
10-34-10300	LIBRARY FEES	3,500	3,982	4,000	1,329	3,900	4,000
10-34-10501	CEMETERY PLOT FEES	5,000	3,650	3,000	2,100	3,100	3,000
10-34-10510	CEMETERY MAINTENANCE FEES	0	2,800	0	1,900	2,500	2,000
10-34-10700	PUBLIC COPY FEES	750	803	750	288	600	750
10-34-10862	VEHICLE IMPOUND FEES	12,000	17,769	12,000	4,818	10,000	12,000
10-34-10870	TOWING FEES	0	480	0	2,819	4,800	0
10-34-10880	PARKS USE PERMIT	3,000	3,969	3,000	1,446	3,500	3,000
10-34-11500	FRANCHISE FEES	215,000	193,157	215,000	100,256	215,000	230,000
10-34-13502	SWIMMING LESSONS	1,500	1,870	1,500	570	570	0
10-34-15500	POOL ADMISSIONS	1,000	8,526	3,000	2,063	2,063	0
10-34-16080	RECREATION PROGRAM FEES	1,000	90	0	0	0	0
10-34-40066	AMBULANCE FEES	1,025,000	921,757	1,000,000	413,770	950,000	1,000,000
	Total Charges for Services	1,310,250	1,172,241	1,284,750	537,409	1,205,033	1,296,750
Fines & Forfeitures							
10-35-10502	MUNICIPAL COURT FINES	0	26,716	0	0	50	0
10-35-70700	DOG LICENSE FINES	0	5	0	0	0	0
	Total Fines & Forfeitures	0	26,721	0	0	50	0

<u>Account</u>		<u>FY 2012</u>	<u>FY 2012</u>	<u>FY 2013</u>	<u>YTD 12/31/12</u>	<u>FY 2013</u>	<u>FY 2014</u>
<u>Number</u>	<u>Account Description</u>	<u>Budget</u>	<u>Actual</u>	<u>Budget</u>	<u>Actual</u>	<u>Y/E Estimate</u>	<u>Proposed</u>
Miscellaneous							
10-36-10551	REFUNDS/ADJUSTMENTS	0	0	0	0	20	0
10-36-10802	ADOPTIONS ANIMAL SHELTER	2,500	3,435	2,500	1,050	2,500	2,500
10-36-11062	SERVICE REIMB - POLICE DEPT	26,000	27,064	20,000	(7,172)	3,000	0
10-36-11063	POLICE VEHICLE USE FEES	0	4,765	0	2,820	3,000	0
10-36-11065	HIDTA REIMB O/T POLICE	0	0	0	0	0	35,000
10-36-11064	SERVICE REIMB - FIRE DEPT	25,000	5,836	10,000	0	0	0
10-36-11066	SCHOOL RESOURCE OFFICER	50,000	0	0	0	0	0
10-36-11087	INSURANCE REIMBURSEMENTS	0	17,894	0	233	38,500	0
10-36-11099	EXPENSE REIMBURSEMENTS	31,200	9,182	0	0	0	0
10-36-11100	L.L.E.A.C REVENUE FROM COUNTY	0	1,015	0	171	171	0
10-36-11600	OVER/SHORT	0	12	0	45	0	0
10-36-13039	RICO REIMBURSEMENTS	0	30,493	25,000	0	20,000	25,000
10-36-13500	RENTAL INCOME	51,600	66,901	56,700	31,275	56,700	56,500
10-36-13501	POOL RENTAL	500	4	0	0	0	0
10-36-13597	AUCTION FUNDS	25,000	50,293	25,000	0	20,960	25,000
10-36-14000	POOL CONCESSIONS	1,000	1,691	1,000	381	487	0
10-36-21000	INTEREST EARNED	3,000	1,952	2,000	1,266	2,100	2,000
10-36-21001	RETURNED CHECK FEES	50	30	50	15	50	50
10-36-50000	UNASSIGNED REVENUES	0	11,416	0	178	178	0
Total Miscellaneous		288,095	231,983	142,250	33,153	147,666	146,050
Contributions & Transfers							
10-38-40000	DONATIONS/MISC	0	0	0	100	0	0
10-38-40087	DONATIONS/SHELTER	0	948	0	150	150	0
10-38-51000	USE OF RESERVES	210,033	0	167,865	0	0	239,747
10-38-99942	TRANSFER FROM BISBEE ARTS COMM.	1,500	0	0	0	0	0
10-38-99953	TRANSFER FROM POLICE SPECIAL REV	42,000	46,394	15,000	1,370	15,000	15,000
10-38-99954	TRANSFERS FROM WWATER DEPT	173,617	173,617	181,957	90,979	181,957	151,806
10-38-99956	TRANSFERS FROM SANITATION	93,959	93,959	98,831	49,415	98,831	86,609
10-38-99958	TRANS FROM C.I.P.	12,760	0	0	0	0	0
10-38-99959	TRANSFERS FROM QUEEN MINE	37,291	37,291	33,757	16,879	33,757	30,750
Total Contributions & Transfers		571,160	352,209	497,410	158,893	329,695	523,912
TOTAL REVENUE GENERAL FUND		6,205,201	5,843,046	6,198,897	2,790,151	5,952,231	6,327,864

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 Adriana Z. Badal
Councilmember Shirley Doughty, Ward III
Councilmember David Smith, Ward II
Councilmember Eugene Conners, Ward I
Councilmember Ken Budge, Ward I
Councilmember Anna Cline, Ward III
Councilmember Doug Dunn, Ward II

Council Sessions are held on the 1st and 3rd Tuesday of each month, with Special Sessions and Work Sessions held on an "as needed" basis. In 2012, there were twenty-four Regular Council Sessions, nine Special Sessions, and eighteen Work Sessions.

Fiscal Year 2013-14 Budget Highlights

There is funding for travel to the Arizona League Conference as well as funding for Newly Elected Officials Training.

This budget also includes the reinstatement of funds totaling \$3,500 for 4th July fireworks.

<u>Account</u>		<u>FY 2012</u>	<u>FY 2012</u>	<u>FY 2013</u>	<u>YTD 12/31/12</u>	<u>FY 2013</u>	<u>FY 2014</u>
<u>Number</u>	<u>Account Description</u>	<u>Budget</u>	<u>Actual</u>	<u>Budget</u>	<u>Actual</u>	<u>Y/E Estimate</u>	<u>Proposed</u>
Mayor & Council							
10-50-11000	SALARIES - GENERAL	19,200	19,000	19,200	9,600	19,200	19,200
10-50-11100	F.I.C.A.	1,190	1,178	1,190	595	1,190	1,190
10-50-11200	MEDICARE	278	275	278	139	278	278
10-50-11700	WORKERS COMPENSATION	59	57	68	34	68	62
	Mayor & Council Personnel Costs	20,727	20,510	20,736	10,368	20,736	20,730
10-50-13100	BUSINESS TRAVEL	800	25	500	72	300	500
10-50-13400	EDUCATION & TRAINING	0	0	5,400	2,627	3,200	4,000
10-50-13500	SUBSCRIPTIONS & DUES	6,608	6,608	6,708	6,451	6,451	6,600
10-50-24000	TELEPHONE & FAX	500	886	500	163	350	0
10-50-31000	PROFESSIONAL FEES	0	0	0	0	350	0
10-50-34000	CONTRACT SERVICES	2,000	1,290	0	0	0	0
10-50-41500	OFFICE SUPPLIES	500	511	0	156	300	500
10-50-43000	FOURTH OF JULY	0	0	0	0	0	3,500
10-50-42000	ADMIN SPECIAL SUPPLIES				75	110	0
10-50-42020	PRINTING & REPRODUCTION	50	0	200	0	0	200
10-50-42040	ADVERTISING	0	0	100	0	112	100
10-50-42050	NON CAP ADMIN EQUIP/FURN	500	63	300	0	0	0
10-50-43500	POSTAGE	250	118	125	27	30	125
10-50-46000	OPERATIONAL EXPENSES	700	1,131	1,700	0	1,000	1,700
	Total Mayor & Council	32,635	31,142	36,269	19,939	32,939	37,955

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 2013-14 Budget Highlights

The FY 2013-14 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 2012</u>	<u>FY 2012</u>	<u>FY 2013</u>	<u>YTD 12/31/12</u>	<u>FY 2013</u>	<u>FY 2014</u>
<u>Number</u>	<u>Account Description</u>	<u>Budget</u>	<u>Actual</u>	<u>Budget</u>	<u>Actual</u>	<u>Y/E Estimate</u>	<u>Proposed</u>
City Manager							
10-51-11000	SALARIES - GENERAL	99,798	100,347	99,798	49,899	99,798	100,526
10-51-11100	F.I.C.A.	6,238	5,870	6,238	2,905	5,794	6,283
10-51-11200	MEDICARE	1,459	1,370	1,459	680	1,356	1,469
10-51-11300	A.S.R.S.	10,728	10,798	11,128	5,559	11,118	11,601
10-51-11500	MEDICAL INSURANCE	5,333	5,332	5,708	2,854	5,708	5,708
10-51-11501	STANDARD DISABILITY INSURANCE	331	331	331	166	332	255
10-51-11505	DEFERRED COMP	811	744	811	406	812	811
10-51-11510	DENTAL INSURANCE	622	570	622	311	622	622
10-51-11600	LIFE INSURANCE	108	99	108	54	108	102
10-51-11700	WORKERS COMPENSATION	313	298	351	175	350	323
	City Manager Personnel Costs	125,741	125,759	126,554	63,009	125,998	127,700
10-51-13100	BUSINESS TRAVEL	500	19	500	0	0	500
10-51-13400	EDUCATION & TRAINING	0	0	600	85	85	600
10-51-13500	SUBSCRIPTIONS & DUES	1,000	998	1,000	998	1,024	1,000
10-51-24000	TELEPHONE & FAX	1,300	1,281	1,300	534	1,200	1,300
10-51-41500	OFFICE SUPPLIES	100	19	100	72	160	100
10-51-42000	ADMIN SPECIAL SUPPLIES	100	0	100	49	50	100
10-51-42020	PRINTING & REPRODUCTION	50	0	50	0	0	50
10-51-42030	BOOKS & REFERENCE MATERIALS	100	0	100	0	0	100
10-51-42040	ADVERTISING	50	0	50	0	0	50
10-51-43500	POSTAGE	100	11	100	10	20	100
10-51-46000	OPERATIONAL EXPENSES	500	0	500	0	0	500
	Total City Manager	129,541	128,087	130,954	64,757	128,537	132,100

Finance

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

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

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

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

This past year the Finance Department has been busy with several ongoing projects such as the Caselle Financial System upgrade and the Open Books Transparency Website requirement. The department has staff dedicated to monitor and collect delinquent sewer and garbage accounts, and continue to place liens on delinquent accounts. In addition, all accounts are cross-checked quarterly with the County's property records to verify accuracy. The department has also dealt with the untimely loss of our Finance Director resulting in personnel changes.

Fiscal Year 2013-14 Budget Highlights

There are no new programs included in this budget.

<u>Account</u>		<u>FY 2012</u>	<u>FY 2012</u>	<u>FY 2013</u>	<u>YTD 12/31/12</u>	<u>FY 2013</u>	<u>FY 2014</u>
<u>Number</u>	<u>Account Description</u>	<u>Budget</u>	<u>Actual</u>	<u>Budget</u>	<u>Actual</u>	<u>Y/E Estimate</u>	<u>Proposed</u>
Finance							
10-52-11000	SALARIES - GENERAL	213,712	207,807	197,184	99,121	199,398	216,922
10-52-11001	OVERTIME - GENERAL				607	2,500	2,500
10-52-11050	SALARIES - PART TIME	0	7,129	22,942	8,294	18,618	14,000
10-52-11100	F.I.C.A.	13,502	13,012	13,849	6,751	14,052	14,673
10-52-11200	MEDICARE	3,158	3,031	3,239	1,579	3,287	3,432
10-52-11300	A.S.R.S.	22,974	21,909	25,329	11,099	23,164	22,845
10-52-11300	ALTERNATE CONTRIBUTIONS, A.S.R.S.	0	0	0	725	1,673	1,288
10-52-11500	MEDICAL INSURANCE	23,108	22,219	22,833	11,417	22,834	22,833
10-52-11501	STANDARD DISABILITY INSURANCE	1,396	1,119	1,160	580	1,160	893
10-52-11505	DEFERRED COMP	4,057	3,110	3,246	1,623	3,246	3,246
10-52-11510	DENTAL INSURANCE	2,696	2,385	2,488	1,244	2,488	2,488
10-52-11600	LIFE INSURANCE	540	414	432	216	432	406
10-52-11700	WORKERS COMPENSATION	671	637	775	376	780	751
10-52-11800	STATE UNEMPLOYMENT	0	4,372	6,760	0	0	0
	Finance Personnel Costs	285,814	287,144	300,237	143,632	293,632	306,277
10-52-13100	BUSINESS TRAVEL	500	0	500	0	0	500
10-52-13400	EDUCATION & TRAINING	2,200	1,163	2,200	389	1,300	2,200
10-52-13500	SUBSCRIPTIONS & DUES	320	430	320	60	320	330
10-52-31000	PROFESSIONAL FEES	2,000	0	2,000	0	2,000	2,000
10-52-31200	AUDITING & ACCOUNTING	37,000	37,000	33,100	33,100	33,100	34,600
10-52-34000	CONTRACT SERVICES	0	0	0	0	10,000	3,000
10-52-36000	MAINTENANCE & SUPPORT AGREEMENTS	9,810	6,291	9,810	4,906	9,810	10,600
10-52-41500	OFFICE SUPPLIES	2,500	3,496	2,500	1,220	2,500	2,500
10-52-42000	ADMIN SPECIAL SUPPLIES	4,200	2,529	4,200	882	2,800	4,200
10-52-42020	PRINTING & REPRODUCTION	50	0	50	0	0	50
10-52-42030	BOOKS AND REFERENCE MATERIALS	575	550	575	1,004	1,004	575
10-52-42040	ADVERTISING	2,500	1,829	2,500	10	2,500	2,500
10-52-42050	NON CAP ADMIN EQUIP/FURN	1,000	651	0	362	406	1,000
10-52-43100	FEES - FUNDS MANAGEMENT	15,000	9,759	15,000	5,067	10,100	15,000
10-52-43110	CREDIT CARD FEES	6,500	5,031	6,500	2,866	5,900	6,500
10-52-43120	OTHER FEES	0	239	0	0	200	250
10-52-43500	POSTAGE	12,500	10,901	12,500	7,209	13,000	15,000
	Total Finance	382,469	367,013	391,992	200,707	388,572	407,082

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 Laser Fiche Document Imaging System which allows for public and City staff access. City Clerk staff provides administrative support for twenty-one (21) Boards and Commissions of the City, and also administers support to Council, City staff and the public. In addition to the responsibilities indicated above, other duties consist of preparing and processing correspondence, advertisements, bid proposals, public notices, Agenda Packets and back-up material for meetings, Action Agendas, and Minutes. Other services provided by the City Clerk's office include, processing telephone calls and daily mail, administering the oath of office, scheduling meetings for staff, ensuring that video equipment and recording system for meetings are operational and informing the technician of any problems. In addition, updates the government channel (Channel 5) and the City website; and records meetings as needed by the public or staff.

The City Clerk serves as Chief Election Officer for the City of Bisbee and is responsible for managing the City of Bisbee elections. The City Clerk conducted an election seminar for potential candidates on April 26, 2012, and funds are budgeted for two elections this next year.

Fiscal Year 2013-14 Budget Highlights

The FY 2013-14 Budget for the City Clerk Office reflects training and education necessary for staff development. The Deputy Clerk is scheduled to obtain the municipal clerk certification and to begin working towards the master clerk certification.

<u>Account</u>		<u>FY 2012</u>	<u>FY 2012</u>	<u>FY 2013</u>	<u>YTD 12/31/12</u>	<u>FY 2013</u>	<u>FY 2014</u>
<u>Number</u>	<u>Account Description</u>	<u>Budget</u>	<u>Actual</u>	<u>Budget</u>	<u>Actual</u>	<u>Y/E Estimate</u>	<u>Proposed</u>
City Clerk							
10-53-11000	SALARIES - GENERAL	72,405	73,049	72,405	35,514	71,696	79,123
10-53-11001	OVERTIME - GENERAL	1,500	285	1,500	91	182	1,500
10-53-11100	F.I.C.A.	4,683	4,560	4,683	2,230	4,538	5,099
10-53-11200	MEDICARE	1,095	1,061	1,095	521	1,061	1,193
10-53-11300	A.S.R.S.	7,945	7,870	8,240	3,878	7,909	9,304
10-53-11500	MEDICAL INSURANCE	10,665	10,665	11,417	5,708	11,416	11,417
10-53-11501	STANDARD DISABILITY INSURANCE	575	461	461	230	460	375
10-53-11505	DEFERRED COMP	1,623	1,488	1,623	811	1,622	1,623
10-53-11510	DENTAL INSURANCE	228	209	228	373	798	850
10-53-11600	LIFE INSURANCE	216	198	216	108	216	203
10-53-11700	WORKERS COMPENSATION	232	206	260	124	250	259
10-53-11800	STATE UNEMPLOYMENT	0	0	0	0	0	12,480
	City Clerk Personnel Costs	101,167	100,052	102,128	49,588	100,148	123,426
10-53-13100	BUSINESS TRAVEL	500	352	900	38	857	1,500
10-53-13400	EDUCATION & TRAINING	1,500	1,138	1,900	140	440	1,200
10-53-13500	SUBSCRIPTIONS & DUES	500	421	500	60	350	500
10-53-31000	PROFESSIONAL FEES	0	1,000	0	0	0	0
10-53-34000	CONTRACT SERVICES	0	0	0	0	8,400	0
10-53-36000	MAINTENANCE & SUPPORT AGREEMENTS	3,000	1,618	3,000	1,180	1,180	2,000
10-53-41500	OFFICE SUPPLIES	2,000	2,623	2,500	1,291	2,000	2,500
10-53-42020	PRINTING & REPRODUCTION	100	17	100	0	0	0
10-53-42030	BOOKS & REFERENCE MATERIALS	150	0	100	89	89	100
10-53-42040	ADVERTISING	2,000	3,304	3,000	673	2,000	3,000
10-53-42050	NON CAP ADMIN EQUIP/FURN	1,000	0	800	0	0	800
10-53-43500	POSTAGE	250	131	250	35	100	250
10-53-46000	OPERATIONAL EXPENSE			0	9	10	25
10-53-46531	ELECTION EXPENSE	0	0	26,000	6,374	12,176	15,000
	Total City Clerk	112,167	110,656	141,178	59,477	127,750	150,301

Community Development

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

Each year the Community Development Department challenges itself to improve services, expand opportunities and respond to the changing needs of the Bisbee community. The CDD not only meets these goals, but welcomes the unforeseen issues that require flexibility, creativity and dedication to address and solve. Worth noting are the number of ways that this department has partnered with other City departments on a variety of projects.

During FY 2012-13 the Community Development's staff brought several projects from conception to fruition. These projects included the Copper Queen Hospital expansion, and the Historic District Parking Ordinance. The CDD worked with community leaders to reduce the commercial use of non-reusable bags – the first of its kind in Arizona.

Community Development worked with Local First Arizona to promote a shop local campaign. The CDD coordinated a volunteer team of 30 residents to re-survey the Warren area to attempt to obtain certification as a registered National Historic District. The application for National Registry will be filed with the Department of Interior by December, 2013. This certification will enable residents to reduce a portion of their property tax. The department has developed a long-term Economic Development Strategy, focusing on additional tourism opportunities, as well as establishing a business incubator and industrial park. The Department has continued its energy saving plan effort by installing attic insulation in several historic City buildings. We also secured proposals for the restoration of the Copper Miner Sculpture.

At the Queen Mine Tour, restroom upgrades were completed. In addition, the Visitor Center was moved from the Convention Center to the Queen Mine, saving money and centralizing our tourism efforts.

Fiscal Year 2013-14 Budget Highlights

A contract will be awarded for the restoration of the Copper Miner Sculpture.

<u>Account</u>		<u>FY 2012</u>	<u>FY 2012</u>	<u>FY 2013</u>	<u>YTD 12/31/12</u>	<u>FY 2013</u>	<u>FY 2014</u>
<u>Number</u>	<u>Account Description</u>	<u>Budget</u>	<u>Actual</u>	<u>Budget</u>	<u>Actual</u>	<u>Y/E Estimate</u>	<u>Proposed</u>
Comm. Development							
10-54-11000	SALARIES - GENERAL	89,690	88,940	32,842	7,998	24,097	32,926
10-54-11001	OVERTIME - GENERAL	1,500	168	1,500	0	500	1,500
10-54-11100	F.I.C.A.	5,754	5,367	2,180	502	1,500	2,185
10-54-11200	MEDICARE	1,346	1,272	510	118	351	511
10-54-11300	A.S.R.S.	9,803	9,406	3,829	891	2,684	3,973
10-54-11500	MEDICAL INSURANCE	10,665	10,665	5,708	2,378	4,756	5,708
10-54-11501	STANDARD DISABILITY INSURANCE	662	548	217	91	182	167
10-54-11505	DEFERRED COMP	1,623	1,488	811	270	608	811
10-54-11510	DENTAL INSURANCE	850	1,140	622	207	302	228
10-54-11600	LIFE INSURANCE	216	198	108	45	90	102
10-54-11700	WORKERS COMPENSATION	282	300	116	28	85	111
10-54-11800	STATE UNEMPLOYMENT	0	0	12,480	0	0	0
	Community Development Personnel Costs	122,391	119,492	60,923	12,528	35,155	48,222
10-54-13100	BUSINESS TRAVEL	0	0	0	0	137	0
10-54-13400	EDUCATION & TRAINING	0	138	600	297	1,000	600
10-54-13500	SUBSCRIPTIONS & DUES	500	462	500	0	85	500
10-54-24000	TELEPHONE & FAX	250	204	0	0	0	200
10-54-31000	PROFESSIONAL FEES	35,000	0	35,000	0	0	35,000
10-54-34000	CONTRACT SERVICES	0	1,625	25,000	2,080	2,080	9,500
10-54-41500	OFFICE SUPPLIES	1,500	820	1,500	447	1,050	1,500
10-54-42020	PRINTING & REPRODUCTION	1,450	1	1,000	0	100	1,000
10-54-42040	ADVERTISING	1,200	385	1,200	0	500	1,000
10-54-42050	NON CAP ADMIN EQUIP/FURN	0	870	1,000	0	0	0
10-54-43500	POSTAGE	1,200	539	1,500	358	400	1,000
10-54-46000	OPERATIONAL EXPENSES	1,500	2,578	1,000	0	0	0
10-54-46541	CC TOURISM & ECONOMIC DEV	2,000	0	2,000	1,660	2,000	2,000
10-54-99011	TRANSFER - GRANT MATCH	6,667	6,667	0	0	0	0
	Total Community Development	173,658	133,781	131,223	17,370	42,507	100,522

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 which is one ambulance.
- Transfer portion of TPT (Sales Tax) Revenue allocated to Wastewater Fund
- Transfer to Bisbee Bus (if needed) to supplement the City's "in-kind" contribution to the operation including funds to replace lost revenues from LTAF II.

Fiscal Year 2013-14 Budget Highlights

There are no new expenditures planned for this department.

<u>Account</u>		<u>FY 2012</u>	<u>FY 2012</u>	<u>FY 2013</u>	<u>YTD 12/31/12</u>	<u>FY 2013</u>	<u>FY 2014</u>
<u>Number</u>	<u>Account Description</u>	<u>Budget</u>	<u>Actual</u>	<u>Budget</u>	<u>Actual</u>	<u>Y/E Estimate</u>	<u>Proposed</u>
Admin & Gen Government							
10-55-21000	ELECTRIC	18,000	15,181	18,000	6,337	16,000	18,000
10-55-22000	WATER	2,500	2,053	2,500	1,042	2,500	2,500
10-55-22550	SEWER AND GARBAGE SERV.	4,141	4,141	4,303	1,771	4,303	4,488
10-55-23000	GAS	7,700	5,099	7,700	882	6,000	7,700
10-55-24110	RENT/LEASE	650	885	885	723	885	885
10-55-31000	PROFESSIONAL FEES	2,850	1,966	1,971	2,179	2,179	2,000
10-55-34000	CONTRACT SERVICES	8,050	8,639	8,000	4,154	8,500	8,000
10-55-37000	PROPERTY, CASUALTY, LIABILITY	150,000	91,113	150,000	44,906	150,000	150,000
10-55-37100	INSURANCE CLAIMS & DEDUCTIBLES	5,000	8,149	5,000	0	0	5,000
10-55-41500	OFFICE SUPPLIES	4,000	1,383	3,000	1,203	3,000	3,000
10-55-42020	PRINTING & REPRODUCTION	1,600	0	0	196	200	200
10-55-42050	NON CAP ADMIN EQUIP/FURN	0	0	0	1,254	1,300	1,300
10-55-43500	POSTAGE	3,400	1,369	3,400	(3,287)	1,300	3,400
10-55-46000	OPERATIONAL EXPENSES	1,500	1,255	1,500	589	1,000	1,500
10-55-62003	GASOLINE	3,500	4,275	3,500	2,200	3,500	2,200
10-55-99020	TRANSFER BED TAX TO FUND 20	95,000	91,836	95,000	27,653	95,000	92,000
10-55-99054	TRF .5% SALES TAX TO WASTE WATER	353,000	366,231	380,000	143,587	320,000	350,000
10-55-99085	TRANSFERS TO DEBT SERVICE	97,734	97,733	39,756	19,878	39,756	29,752
10-55-99096	TRANSFER TO BISBEE BUS	8,845	8,845	0	0	0	5,600
Total Admin & Gen Government		767,470	710,153	724,515	255,271	655,423	687,525

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, serves as Staff Liaison for the Civil Service Commission and recently assumed the role of Public Safety Retirement System Board Secretary. In addition, the Personnel Director is now responsible for Facility Security and is the City liaison for the Department of Corrections, helping to ensure a continued positive relationship with the Department of Corrections and continued success of the Inmate Labor Program. The Personnel Director also assumed the role of Labor Negotiator, participating in negotiations and assisting in the preparation of Memorandum of Understanding, resulting in a reduction of professional legal fees.

In 2012, the Personnel Director participated in educational opportunities to stay abreast of changes in State and Federal law, industry trends and to maintain certification as achieved a Professional in Human Resources (PHR). The increased breadth of knowledge that comes with a certified Personnel Director provides a number of advantages to the City of Bisbee.

The Personnel Rules and Regulations were amended in 2012 in the continuing effort to ensure these documents not only serve the needs of the City but are up to date with State and Federal law. The evolving needs of the Queen Mine Tour resulted in the development and approval of new job descriptions for Mine Tour Train Attendant and Mine Maintenance Apprentice.

A two-tiered health insurance option for employees was continued this year, including a "core" plan and a "buy-up" plan for those who preferred to purchase additional benefits, providing the employee the option to select a health insurance plan based on individual needs.

Although 2012 saw a reduction in the turnover rate from 28% to 22% , the main focus of the Personnel Department continued to be recruitment and retention. In addition to exit interviews, stay interviews were performed in an effort to gather information to guide us towards increased retention. Information gleaned from stay interviews empowered staff to take action on issues prior to them becoming litigious in nature.

Fiscal Year 2013-14 Budget Highlights

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

<u>Account</u>		<u>FY 2012</u>	<u>FY 2012</u>	<u>FY 2013</u>	<u>YTD 12/31/12</u>	<u>FY 2013</u>	<u>FY 2014</u>
<u>Number</u>	<u>Account Description</u>	<u>Budget</u>	<u>Actual</u>	<u>Budget</u>	<u>Actual</u>	<u>Y/E Estimate</u>	<u>Proposed</u>
Personnel							
10-56-11000	SALARIES - GENERAL	49,442	52,209	54,434	27,217	54,434	55,162
10-56-11100	F.I.C.A.	3,116	3,251	3,425	1,697	3,405	3,470
10-56-11200	MEDICARE	729	757	801	397	796	812
10-56-11300	A.S.R.S.	5,315	5,618	6,069	3,032	6,064	6,366
10-56-11500	MEDICAL INSURANCE	5,333	5,332	5,708	2,854	5,708	5,708
10-56-11501	STANDARD DISABILITY INSURANCE	331	331	331	166	332	255
10-56-11505	DEFERRED COMP	811	744	811	406	812	811
10-56-11510	DENTAL INSURANCE	622	570	622	311	622	622
10-56-11600	LIFE INSURANCE	108	99	108	54	108	102
10-56-11700	WORKERS COMPENSATION	155	155	192	95	190	177
	Personnel Costs	65,962	69,066	72,501	36,229	72,471	73,485
10-56-12500	RECRUITMENT/EMPLOYEE TESTING	450	745	0	234	400	500
10-56-13100	BUSINESS TRAVEL	500	41	500	8	500	250
10-56-13400	EDUCATION/TRAINING	2,000	1,160	2,000	0	2,000	2,000
10-56-13500	SUBSCRIPTIONS & DUES	160	180	180	180	180	180
10-56-41500	OFFICE SUPPLIES	200	185	200	344	360	350
10-56-42000	ADMIN SPECIAL SUPPLIES	50	75	50	39	50	50
10-56-42040	ADVERTISING	200	91	200	0	100	100
10-56-43500	POSTAGE	120	95	120	60	120	120
10-56-46000	OPERERATIONAL EXPENSES	0	551	500	0	0	200
	Total Personnel	69,642	72,189	76,251	37,094	76,181	77,235

Legal Services

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

Fiscal Year 2013-14 Budget Highlights

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

<u>Account</u>		<u>FY 2012</u>	<u>FY 2012</u>	<u>FY 2013</u>	<u>YTD 12/31/12</u>	<u>FY 2013</u>	<u>FY 2014</u>
<u>Number</u>	<u>Account Description</u>	<u>Budget</u>	<u>Actual</u>	<u>Budget</u>	<u>Actual</u>	<u>Y/E Estimate</u>	<u>Proposed</u>
Legal Services							
	Legal Services Personnel Costs	0	0	0	0	0	0
10-57-13100	BUSINESS TRAVEL	500	0	0	0	0	0
10-57-13500	SUBSCRIPTIONS & DUES	850	804	850	351	800	860
10-57-31100	PROFESSIONAL FEES - LEGAL	98,050	47,523	58,550	20,565	42,000	50,000
10-57-41500	OFFICE SUPPLIES	250	0	250	0	0	250
10-57-42020	PRINTING & REPODUCITON	100	133	150	0	0	150
10-57-43120	OTHER FEES	50	0	50	0	0	0
10-57-43500	POSTAGE	200	43	150	41	25	125
	Total Legal Service	100,000	48,503	60,000	20,957	42,825	51,385

Water System

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

Fiscal Year 2013-14 Budget Highlights

The FY 2013-14 budget for the Water System includes funding for replacing valves and flushing the system.

<u>Account</u>		<u>FY 2012</u>	<u>FY 2012</u>	<u>FY 2013</u>	<u>YTD 12/31/12</u>	<u>FY 2013</u>	<u>FY 2014</u>
<u>Number</u>	<u>Account Description</u>	<u>Budget</u>	<u>Actual</u>	<u>Budget</u>	<u>Actual</u>	<u>Y/E Estimate</u>	<u>Proposed</u>
Water System							
10-58-21000	ELECTRIC	1,500	1,319	1,260	482	1,500	1,100
10-58-22000	WATER	2,500	0	0	0	0	2,500
10-58-55000	OTHER MAINTENANCE - SYSTEM	5,000	11,887	2,500	0	0	2,500
	Total Water System	9,000	13,206	3,760	482	1,500	6,100

Information Systems

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

Funding for a computer replacement program was included in the FY 12-13 budget in an effort to transition away from Microsoft XP, however the majority of the funds were directed towards the rebuild of the City Hall server. This rebuild was required to take advantage of the unanticipated opportunity to obtain upgraded financial software at no cost.

Fiscal Year 2013-14 Budget Highlights

Funding for a computer replacement program has once again been included in an effort to not only avoid unfunded replacements but to transition away from Microsoft XP which will no longer be supported by Microsoft effective April of 2014. Additional funding in the amount of \$6,000 has been included in anticipation of potential funding for upgrades to Channel 5 as a result of negotiations for the franchise agreement renewal with Cable One.

<u>Account</u>		<u>FY 2012</u>	<u>FY 2012</u>	<u>FY 2013</u>	<u>YTD 12/31/12</u>	<u>FY 2013</u>	<u>FY 2014</u>
<u>Number</u>	<u>Account Description</u>	<u>Budget</u>	<u>Actual</u>	<u>Budget</u>	<u>Actual</u>	<u>Y/E Estimate</u>	<u>Proposed</u>
Information Systems							
10-59-24000	TELEPHONE & FAX	14,000	14,221	14,500	7,391	14,900	14,900
10-59-24001	T1 LINE FOR INTERNET ACCESS	6,000	5,370	4,500	1,650	3,500	3,500
10-59-31000	PROFESSIONAL FEES - COMPUTER	20,000	13,807	20,000	11,600	20,000	20,000
10-59-34000	CONTRACT SERVICES				109	110	0
10-59-36000	MAINTENANCE & SUPPORT AGREEMENTS	1,167	4,003	1,270	0	1,270	1,270
10-59-46000	OPERATIONAL EXPENSES	0	60	2,000	0	0	2,000
10-59-55200	NON CAP EQUIP PURCHASES	3,000	10,873	6,000	2,596	6,000	12,000
	Total Information Systems	44,167	48,334	48,270	23,346	45,780	53,670

Police

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

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

The Bisbee Police Department offers other special services to the community, such as House Watch, Crime Prevention Programs, Bike Patrol, Neighborhood Watch Programs, Bicycle Safety Programs, Kids I.D. Program, Adopt-a-School Program, Bisbee Police Explorer Post #455, and the Arizona Youth Hunter Safety Course. This department also maintains the Animal Control Service and Shelter and presently supports a "no kill" facility.

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 2012 calendar year, the Bisbee Police Department responded to 5,274 calls for service. These calls included: Accidents - 190 Disturbances - 454 ; Juvenile Problems - 98; 911 Calls - 501; Citations - 102; Extra Patrol House Watch - 104; Assist Other Agencies - 201 Parking Complaints - 104; Suspicious Activities - 417; Alarms - 183; Animal Control - 687; Domesticity 93; Thefts 164; Burglaries 22; Other Incidents - 1,952

Fiscal Year 2013-14 Budget Highlights

Working with DEA, the Department will participate in the H.I.D.T.A. Grant. DEA will administer the grant and will fund overtime, ERE's, 1-vehicle, mileage & cell phone expenses.

<u>Account</u>		<u>FY 2012</u>	<u>FY 2012</u>	<u>FY 2013</u>	<u>YTD 12/31/12</u>	<u>FY 2013</u>	<u>FY 2014</u>
<u>Number</u>	<u>Account Description</u>	<u>Budget</u>	<u>Actual</u>	<u>Budget</u>	<u>Actual</u>	<u>Y/E Estimate</u>	<u>Proposed</u>
Police							
10-62-11000	SALARIES - GENERAL	858,895	805,448	819,291	397,407	787,536	793,752
10-62-11001	OVERTIME - GENERAL	106,162	171,167	93,874	62,408	101,767	112,929
10-62-11050	SALARIES - PART TIME	29,192	49,466	82,275	34,770	63,107	88,950
10-62-11090	REIMBURSED OVERTIME - DHLS	0	(91,846)	0	(8,872)	(46,320)	0
10-62-11100	F.I.C.A.	61,221	62,254	62,673	29,675	58,038	62,685
10-62-11200	MEDICARE	14,318	14,572	14,657	6,940	13,573	14,660
10-62-11300	A.S.R.S.	41,895	27,129	27,901	13,014	25,078	26,427
10-62-11301	ASRS-ALT CONTRIBUTION				1,775	2,794	4,692
10-62-11400	A.P.S.P.R.S.	251,906	275,086	304,208	154,161	304,471	405,792
10-62-11402	PSPRS - ALTERNATE CONTRIBUTION	0	7,359	10,005	2,134	3,262	1,546
10-62-11500	MEDICAL INSURANCE	111,984	102,652	108,457	52,326	106,555	108,457
10-62-11501	STANDARD DISABILITY INSURANCE	9,880	8,711	8,629	4,135	13,434	6,599
10-62-11505	DEFERRED COMP	17,040	14,300	15,417	7,438	15,147	15,417
10-62-11510	DENTAL INSURANCE	11,092	9,375	10,242	5,012	10,133	10,637
10-62-11600	LIFE INSURANCE	2,268	1,881	2,052	981	2,007	1,929
10-62-11700	WORKERS COMPENSATION	42,831	41,937	48,005	24,917	35,974	47,295
10-62-11800	STATE UNEMPLOYMENT	0	0	0	0	0	0
10-62-11990	REIMBURSED ERE'S - DHLS	0	(47,870)	0	(5,573)	(28,700)	0
	Police Personnel Costs	1,558,684	1,451,621	1,607,686	782,648	1,467,856	1,701,767
10-62-12300	UNIFORMS & CLOTHING	12,800	9,616	11,250	4,332	11,250	11,250
10-62-12400	FITNESS PROGRAMS	2,000	500	1,600	150	700	1,000
10-62-12500	RECRUTMENT/EMPLOYEE TESTING	600	0	600	1,060	1,200	600
10-62-12700	POLICE CANCER INS POLICY	1,600	0	1,600	600	600	1,200
10-62-13100	BUSINESS TRAVEL	0	0	0	1,828	1,828	1,000
10-62-13400	EDUCATION/TRAINING	2,000	984	2,000	674	1,500	3,000
10-62-13500	SUBSCRIPTIONS & MEMBERSHIPS	200	100	100	0	100	100
10-62-21000	ELECTRIC	12,300	14,472	14,000	8,909	16,000	18,000
10-62-22000	WATER	1,500	1,813	1,500	808	1,600	1,500
10-62-22550	SEWER AND GARBAGE SERV.	2,130	2,126	2,171	899	2,171	2,231
10-62-23000	GAS	1,600	988	1,200	169	1,200	1,200
10-62-24000	TELEPHONE & FAX	10,500	12,350	14,000	6,029	13,000	14,000
10-62-24001	INTERNET ACCESS FEES	850	927	900	438	900	900
10-62-34000	CONTRACT SERVICES	5,000	4,439	4,500	1,726	4,000	3,000
10-62-34100	DOC WORKERS	600	795	600	238	600	600
10-62-36000	MAINTENANCE & SUPPORT AGREEMENTS	0	253	0	0	0	1,500
10-62-41500	OFFICE SUPPLIES	4,500	3,514	4,500	1,541	4,000	4,500
10-62-42030	BOOKS AND REFERENCE MATERIALS	300	252	300	283	283	300
10-62-43500	POSTAGE	500	179	250	184	230	250
10-62-45100	DISPOSABLE EQUIPMENT/SUPPLIES	0	376	0	0	0	0
10-62-45300	CUSTODIAL SUPPLIES	0	1,842	2,000	536	1,100	1,500
10-62-46000	OPERATIONAL EXPENSES	0	0	0	0	500	0
10-62-46621	AMMUNITION	1,000	0	1,000	0	1,000	2,000
10-62-46622	RICO-AUTHORIZED EXPENDITURES	0	7,166	5,000	2,300	3,000	5,000
10-62-46623	CITY AUCTION EXPENSES	5,000	3,419	5,000	1,415	4,000	5,000
10-62-46624	MOVING, TOWING, STORAGE	9,000	9,701	9,000	3,427	7,500	9,000
10-62-46626	SHELTER PROGRAMS & SUPPLIES	9,500	6,148	9,500	3,444	6,600	8,500
10-62-50100	BLDG REPAIRS & MAINT	3,000	1,117	1,500	495	1,500	4,000
10-62-55000	EQUIPMENT REPAIR & MAINT	0	0	0	0	300	0
10-62-55200	NON CAP EQUIP PURCHASES	1,000	759	600	891	891	600
10-62-61000	VEHICLE PARTS & LABOR	12,000	13,301	12,000	4,709	12,000	12,000
10-62-62003	GASOLINE	60,000	68,959	70,000	26,345	60,000	70,000
	Total Police	1,718,264	1,617,717	1,784,357	856,078	1,627,409	1,885,498

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 2012 calendar year, the Fire Department responded to 1,904 calls. Most of these involved the following categories:

- Structure fires - 8
- Brush fires (including state land) - 13
- Other fires - 8
- Fire good intent - 48
- Vehicle fires - 10
- Emergency Medical Services (including good intent) - 917
- Inter-facility transfers - 407
- Motor Vehicle Accidents - 61

Fiscal Year 2013-14 Budget Highlights

The Fire Department budget includes 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.

<u>Account</u>		<u>FY 2012</u>	<u>FY 2012</u>	<u>FY 2013</u>	<u>YTD 12/31/12</u>	<u>FY 2013</u>	<u>FY 2014</u>
<u>Number</u>	<u>Account Description</u>	<u>Budget</u>	<u>Actual</u>	<u>Budget</u>	<u>Actual</u>	<u>Y/E Estimate</u>	<u>Proposed</u>
Fire							
10-64-11000	SALARIES - GENERAL	711,254	701,420	706025	339,123	708,442	704,670
10-64-11001	OVERTIME - GENERAL	160,000	176,749	180000	94,174	176,040	180,000
10-64-11200	MEDICARE	12,845	12,663	13059	6,261	12,204	13,040
10-64-11400	A.P.S.P.R.S.	373,279	381,252	426,628	236,169	409,020	524,079
10-64-11402	PSPRS - ALTERNATE CONTRIBUTION	0	5,570	2540	1,507	4,255	5,080
10-64-11500	MEDICAL INSURANCE	95,986	94,714	102749	49,947	101,322	102,749
10-64-11501	STANDARD DISABILITY INSURANCE	8,744	7,822	8082	3,803	7,735	6,055
10-64-11505	DEFERRED COMP	14,606	13,355	14606	7,100	14,403	14,606
10-64-11510	DENTAL INSURANCE	8,437	8,269	9226	4,260	8,676	8,832
10-64-11600	LIFE INSURANCE	1,946	1,755	1944	945	1,917	1,827
10-64-11700	WORKERS COMPENSATION	41,885	36,523	47723	20,563	40,450	39,739
10-64-11800	STATE UNEMPLOYMENT	0	0	0	0	0	0
	Fire Personnel Costs	1,428,982	1,440,092	1,512,582	763,852	1,484,464	1,600,677
10-64-12300	UNIFORMS/CLOTHING	9,000	6,563	9,000	3,375	6,886	6,750
10-64-12500	RECRUITMENT / EMPLOYMT TESTING	0	0	0	0	43	0
10-64-12600	VACCINES	1,000	281	1,000	0	0	1,000
10-64-12700	CANCER INS POLICY	2,500	0	2,500	900	900	2,500
10-64-13100	BUSINESS TRAVEL	300	0	300	0	300	300
10-64-13400	EDUCATION & TRAINING	8,600	8,549	8,600	1,898	3,500	8,600
10-64-13500	SUBSCRIPTIONS & DUES	350	400	400	100	100	400
10-64-21000	ELECTRIC	8,000	11,151	9,000	5,259	10,000	9,000
10-64-22000	WATER	700	902	700	426	850	900
10-64-22550	SEWER AND GARBAGE SERV.	2,272	2,273	2,349	969	2,349	2,439
10-64-23000	GAS	5,000	3,470	5,000	840	4,000	4,000
10-64-24000	TELEPHONE & FAX	5,000	5,353	5,000	2,279	4,500	4,600
10-64-31000	PROFESSIONAL FEES	80,000	77,778	20,000	23,905	46,255	38,908
10-64-34000	CONTRACT SERVICES	5,500	6,769	13,455	3,607	6,800	13,455
10-64-34010	AMBULANCE BILLING SERVICES	22,000	17,480	22,000	5,700	22,000	22,000
10-64-41500	OFFICE SUPPLIES	2,000	2,215	2,500	445	2,400	2,500
10-64-42030	BOOKS AND REFERENCE MATERIALS	500	0	500	0	50	500
10-64-42040	ADVERTISING	120	18	120	0	0	120
10-64-42050	NON CAP EQIP/FURN	4,500	788	4,500	2,560	2,600	4,500
10-64-43500	POSTAGE	100	72	100	77	100	100
10-64-45100	DISPOSABLE EQUIP & TOOLS	5,000	1,457	5,000	1,925	2,500	5,000
10-64-42000	CUSTODIAL SUPPLIES	2,500	1,714	2,500	544	1,800	2,500
10-64-46000	OPERATIONAL EXPENSES	5,400	5,550	5,400	3,082	5,400	5,400
10-64-46641	MEDICAL SUPPLIES	35,000	31,912	35,000	16,298	35,000	35,000
10-64-47000	PERMITS & LICENSES	1,250	1,250	1,250	1,573	1,823	1,800
10-64-50100	BLDG REPAIR & MAINT	3,000	2,736	3,000	1,090	2,500	3,000
10-64-55000	EQUIPMENT REPAIR & MAINT	4,500	2,677	4,500	1,166	2,500	4,500
10-64-55200	NON CAP EQUIPMENT PURCHASES	4,000	3,206	4,000	2,377	5,000	4,000
10-64-61000	VEHICLE PARTS & LABOR	25,000	26,075	25,000	30,219	58,000	25,000
10-64-62003	GASOLINE	7,000	9,116	11,000	4,055	9,500	11,000
10-64-62004	DIESEL	30,000	40,219	38,000	18,921	38,000	38,000
10-64-99017	TRANSFER GRANT MATCH	15,000	0	15,000	0	0	15,000
	Total Fire	1,724,074	1,710,066	1,769,256	897,442	1,760,120	1,873,449

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 2013-14 Budget Highlights

There are no new expenditures planned for this department.

<u>Account</u>		<u>FY 2012</u>	<u>FY 2012</u>	<u>FY 2013</u>	<u>YTD 12/31/12</u>	<u>FY 2013</u>	<u>FY 2014</u>
<u>Number</u>	<u>Account Description</u>	<u>Budget</u>	<u>Actual</u>	<u>Budget</u>	<u>Actual</u>	<u>Y/E Estimate</u>	<u>Proposed</u>
City Magistrate							
10-68-31000	PROFESSIONAL FEES	12,000	12,000	12,000	6,000	12,000	12,000
10-68-34000	CONTRACT SERVICES	36,000	34,747	36,000	0	36,000	36,000
	Total City Magistrate	48,000	46,747	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 intern cremains at the cemetery. The Evergreen Cemetery Committee advises the Mayor and Council on the repairs and needs of the cemetery.

Fiscal Year 2013-14 Budget Highlights

This budget includes an additional \$5, 000 in operational expenses to reflect the City's commitment to the improvement/maintenance of the cemetery.

<u>Account</u>		<u>FY 2012</u>	<u>FY 2012</u>	<u>FY 2013</u>	<u>YTD 12/31/12</u>	<u>FY 2013</u>	<u>FY 2014</u>
<u>Number</u>	<u>Account Description</u>	<u>Budget</u>	<u>Actual</u>	<u>Budget</u>	<u>Actual</u>	<u>Y/E Estimate</u>	<u>Proposed</u>
Cemetery							
10-70-22550	SEWER AND GARBAGE SERV.	570	570	574	239	570	583
10-70-34000	CONTRACT SERVICES				4,722	5,672	1,000
10-70-34100	DOC WORKERS	3,750	533	1,200	127	200	500
10-70-43500	POSTAGE	30	0	30	3	10	20
10-70-52000	ADVERTISING	0	0	0	0	50	100
10-70-45100	DISPOSABLE EQUIP & TOOLS	1,000	924	500	126	250	500
10-70-46000	OPERATIONAL EXPENSES	1,500	442	200	113	250	5,400
10-70-50100	BLDG REPAIR & MAINT	1,000	134	300	0	300	500
	Total Cemetery	7,850	2,603	2,804	5,330	7,302	8,603

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 2013-14 Budget Highlights

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

<u>Account</u>		<u>FY 2012</u>	<u>FY 2012</u>	<u>FY 2013</u>	<u>YTD 12/31/12</u>	<u>FY 2013</u>	<u>FY 2014</u>
<u>Number</u>	<u>Account Description</u>	<u>Budget</u>	<u>Actual</u>	<u>Budget</u>	<u>Actual</u>	<u>Y/E Estimate</u>	<u>Proposed</u>
Building Maintenance							
10-74-24000	TELEPHONE & FAX	600	0	0	0	0	0
10-74-34000	CONTRACT SERVICES	20,000	26,169	20,000	1,173	1,700	5,000
10-74-34100	DOC WORKERS	3,000	2,979	3,000	1,122	2,300	2,500
10-74-41500	OFFICE SUPPLIES	200	552	200	71	100	200
10-74-45100	DISPOSABLE EQUIP/TOOLS	2,500	916	1,200	404	850	900
10-74-45200	SAFETY EQUIPMENT	1,000	231	400	3	50	200
10-74-45300	CUSTODIAL SUPPLIES	10,000	5,196	6,000	2,785	5,600	6,000
10-74-50100	REPAIR & MAINT- BLDG	14,500	13,919	14,500	3,184	25,000	9,500
10-74-55000	EQUIPMENT REPAIR & MAINT	1,000	0	0	0	0	0
10-74-62003	GASOLINE	2,600	2,515	1,800	618	1,200	1,300
	Total Bldg Maint	55,400	52,477	47,100	9,360	36,800	25,600

Public Works Administration

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

Fiscal Year 2013-14 Budget Highlights

This budget includes no new programs.

<u>Account</u>		<u>FY 2012</u>	<u>FY 2012</u>	<u>FY 2013</u>	<u>YTD 12/31/12</u>	<u>FY 2013</u>	<u>FY 2014</u>
<u>Number</u>	<u>Account Description</u>	<u>Budget</u>	<u>Actual</u>	<u>Budget</u>	<u>Actual</u>	<u>Y/E Estimate</u>	<u>Proposed</u>
PW Admin							
10-75-11000	SALARIES - GENERAL	40,490	62,812	67,721	37,526	74,896	75,955
10-75-11001	OVERTIME - GENERAL	0	561	0	647	842	0
10-75-11050	SALARIES - PART TIME	0	182	0	0	0	0
10-75-11100	F.I.C.A.	2,581	3,837	4,274	2,309	4,643	4,805
10-75-11200	MEDICARE	604	886	1,000	540	1,086	1,124
10-75-11300	A.S.R.S.	4,353	6,722	7,551	4,176	8,454	8,765
10-75-11500	MEDICAL INSURANCE	7,466	8,621	8,562	5,144	10,567	10,846
10-75-11501	STANDARD DISABILITY INSURANCE	812	819	357	414	877	310
10-75-11505	DEFERRED COMP	1,136	1,217	1,217	737	1,508	1,542
10-75-11510	DENTAL INSURANCE	772	742	657	472	964	985
10-75-11600	LIFE INSURANCE	151	165	162	99	202	193
10-75-11700	WORKERS COMPENSATION	127	724	1,168	1,242	1,014	244
10-75-11800	STATE UNEMPLOYMENT	0	0	0	0	0	0
PW Admin Personnel Costs		58,492	87,288	92,669	53,306	105,053	104,769
10-75-13100	BUSINESS TRAVEL	1,000	546	1,250	388	800	1,250
10-75-13200	SUBSCRIPTIONS & DUES	1,000	390	500	0	0	500
10-75-13400	EDUCATION & TRAINING	1,200	362	1,000	0	650	2,000
10-75-21000	ELECTRIC	2,000	2,661	2,400	1,091	2,200	2,500
10-75-22000	WATER	440	382	550	250	500	550
10-75-22550	SEWER AND GARBAGE SERV.	902	902	938	386	974	979
10-75-23000	GAS	1,150	1,173	1,250	372	800	1,250
10-75-24000	TELEPHONE & FAX	5,000	1,900	4,500	904	1,800	2,000
10-75-24001	INTERNET ACCESS FEES	1,600	1,374	1,500	500	1,000	1,200
10-75-34000	CONTRACT SERVICES	1,200	2,570	5,000	794	4,000	4,000
10-75-34100	DOC WORKERS	200	13	0	0	0	0
10-75-36000	MAINTENANCE & SUPPORT AGREEMENTS	4,000	2,794	2,000	583	0	2,000
10-75-41500	OFFICE SUPPLIES	2,400	2,927	2,000	1,473	3,100	2,800
10-75-42000	ADMIN SPECIAL SUPPLIES	1,000	1,081	750	11	100	500
10-75-42020	PRINTING & REPRODUCTION	500	437	500	397	800	1,000
10-75-42040	ADVERTISING	1,000	430	1,000	6	100	1,000
10-75-42050	NON CAPITAL ADMIN EQUIP/FURN	200	0	0	0	0	0
10-75-43500	POSTAGE	600	134	300	180	250	300
10-75-45100	DISPOSABLE EQUIPMENT & TOOLS	1,000	25	200	103	103	0
10-75-46000	OPERATIONAL EXPENSES	0	0	0	0	0	1,000
10-75-50100	BLDG REPAIR & MAINT	2,500	1,652	0	0	0	0
10-75-55000	EQUIPMENT REPAIR & MAINT	1,000	0	1,000	0	0	0
10-75-55200	NON CAPITAL EQUIP PURCHASES	0	0	0	0	0	1,500
10-75-62003	GASOLINE	3,203	3,687	4,000	707	1,500	2,000
Total PW Admin		91,587	112,728	123,307	61,451	123,730	133,098

Public Works Garage

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

Fiscal Year 2013-14 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 2012</u>	<u>FY 2012</u>	<u>FY 2013</u>	<u>YTD 12/31/12</u>	<u>FY 2013</u>	<u>FY 2014</u>
<u>Number</u>	<u>Account Description</u>	<u>Budget</u>	<u>Actual</u>	<u>Budget</u>	<u>Actual</u>	<u>Y/E Estimate</u>	<u>Proposed</u>
PW Garage							
10-77-11000	SALARIES - GENERAL	31,824	31,470	32,169	16,012	32,013	33,509
10-77-11001	OVERTIME - GENERAL	3,500	8,755	3,500	3,420	6,840	7,500
10-77-11100	F.I.C.A.	2,240	2,324	2,262	1,230	2,642	2,593
10-77-11200	MEDICARE	524	541	529	288	618	606
10-77-11300	A.S.R.S.	3,797	4,397	3,977	2,165	4,702	4,732
10-77-11500	MEDICAL INSURANCE	5,333	5,333	5,708	2,854	5,708	5,708
10-77-11501	STANDARD DISABILITY INSURANCE	247	247	247	123	246	190
10-77-11505	DEFERRED COMP	811	744	811	406	812	811
10-77-11510	DENTAL INSURANCE	622	570	622	311	622	622
10-77-11600	LIFE INSURANCE	108	99	108	54	108	102
10-77-11700	WORKERS COMPENSATION	1,225	1,245	3,378	742	1,432	1,533
10-77-11800	STATE UNEMPLOYMENT		0	0	0	0	0
	PW Garage Personnel Costs	50,231	55,725	53,311	27,605	55,743	57,906
10-77-13400	EDUCATION & TRAINING	500	0	2,500	0	1,000	2,500
10-77-21000	ELECTRIC	2,500	2,407	2,420	1,207	2,500	2,700
10-77-22550	SEWER AND GARBAGE SERV.	989	989	1,000	415	900	1,011
10-77-23000	GAS	765	1,440	950	228	1,500	600
10-77-24000	TELEPHONE & FAX	1,000	1,557	1,800	769	1,600	1,800
10-77-24001	INTERNET ACCESS	0	0	0	0	0	840
10-77-34000	CONTRACT SERVICES	4,500	5,845	5,900	1,848	4,000	5,000
10-77-34100	DOC WORKERS	1,100	1,160	2,000	142	150	500
10-77-41500	OFFICE SUPPLIES	100	0	100	216	250	500
10-77-45100	DISPOSABLE EQUIPMENT & TOOLS	1,200	402	700	449	1,000	1,100
10-77-45200	SAFETY EQUIP/SUPPLIES	500	63	500	0	50	600
10-77-46000	OPERATIONAL EXPENSES	3,000	120	1,000	142	300	600
10-77-50100	BLDG REPAIR & MAINT	2,000	3,381	6,000	962	2,000	6,000
10-77-55000	EQUIPMENT REPAIR & MAINT	1,000	122	3,000	1,828	3,700	4,000
10-77-55200	NON CAPITAL EQUIPMENT PURCHASES	0	0	0	0	0	1,000
10-77-61000	VEHICLE PARTS & LABOR	10,000	4,886	3,200	2,599	5,200	7,500
10-77-61010	CONTRACT VEHICLE REPAIR	20,000	0	20,000	0	0	10,000
10-77-62003	GASOLINE	580	598	500	133	300	360
10-77-62007	OTHER FLUIDS & LUBRICANTS	5,000	13,342	5,000	4,145	13,500	14,000
10-77-91000	CAPITAL EXPENDITURES	4,000	217	4,000	0	0	0
	Total PWGarage	108,965	92,254	113,881	42,688	93,693	118,517

Building Inspector

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

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

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

Fiscal Year 2012-2013 Budget Highlights

- Reviewed all construction plans for the Bisbee Royale and issued permits.
Valued, \$ 248,982.00
- Reviewed all construction plans for the Stock Exchange Upgrade and issued permits.
Valued, \$ 146,000.00
- Reviewed all construction plans for two solar photovoltaic systems and issued permits.
Valued, \$ 228,000.00
- Copper Queen Community Hospital emergency room construction job, completed phase I,
Valued , \$4,200,000

- Building permits issued through March 2013:
 - o Total value of permits: \$ 3,260,795
 - Commercial = \$ 2,777,502 103 permits issued
 - Residential = \$ 483,293 102 permits issued

Fiscal Year 2013-14 Budget Highlights

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

<u>Account</u>		<u>FY 2012</u>	<u>FY 2012</u>	<u>FY 2013</u>	<u>YTD 12/31/12</u>	<u>FY 2013</u>	<u>FY 2014</u>
<u>Number</u>	<u>Account Description</u>	<u>Budget</u>	<u>Actual</u>	<u>Budget</u>	<u>Actual</u>	<u>Y/E Estimate</u>	<u>Proposed</u>
Building Inspector							
10-79-11000	SALARIES - GENERAL	39,707	35,188	39,707	21,134	41,976	42,411
10-79-11001	OVERTIME - GENERAL	1,432	387	1,432	556	1,533	1,530
10-79-11100	F.I.C.A.	2,601	2,220	2,601	1,355	2,728	2,775
10-79-11200	MEDICARE	608	518	608	317	638	649
10-79-11300	A.S.R.S.	4,422	3,829	4,587	2,416	4,847	5,071
10-79-11500	MEDICAL INSURANCE	5,333	5,333	5,708	2,854	5,708	5,708
10-79-11501	STANDARD DISABILITY INSURANCE	302	404	302	154	308	232
10-79-11505	DEFERRED COMP	811	744	811	406	812	811
10-79-11510	DENTAL INSURANCE	622	570	622	311	622	622
10-79-11600	LIFE INSURANCE	108	99	108	54	108	102
10-79-11700	WORKERS COMPENSATION	938	763	2,279	547	1,094	1,030
	Bldg Inspector Personnel Costs	56,884	50,055	58,765	30,104	60,374	60,941
10-79-12300	UNIFORMS & CLOTHING	300	273	300	0	0	300
10-79-13100	BUSINESS TRAVEL	400	0	400	0	600	400
10-79-13400	EDUCATION/TRAINING	1,500	0	1,500	0	800	1,500
10-79-13500	SUBSCRIPTIONS & MEMBERSHIPS	300	270	300	265	265	250
10-79-24000	TELEPHONE & FAX	500	381	500	163	380	500
10-79-31000	PROFESSIONAL FEES	1,000	5,760	1,000	0	0	1,000
10-79-41500	OFFICE SUPPLIES	0	36	100	109	109	200
10-79-41602	ADMIN SPECIAL SUPPLIES	250	98	250	0	0	150
10-79-42030	BOOKS AND REFERENCE MATERIALS	1,500	0	1,500	0	0	1,500
10-79-42050	NON CAPITAL ADMIN EQUIPMENT/FURN	2,250	1,275	2,250	1,500	1,500	1,500
10-79-43500	POSTAGE	400	138	400	112	100	300
10-79-45100	DISPOSABLE EQUIPMENT/TOOLS	300	38	300	0	60	200
	Total Bldg Inspector	65,584	58,324	67,565	32,253	64,188	68,741

Parks Maintenance

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

The City provides twelve developed parks that total 5.85 acres for recreational use. Vista Park is the largest at 2.63 acres while the others are significantly smaller. The City has 1,086 residents per acre of park while approximately \$24 per resident goes toward parks and recreation. The department, with the assistance of the Parks and Recreation Committee, is currently evaluating every park to update the Master Parks Plan. In addition, the committee and department are evaluating the needs of the pool and recreational programming.

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

Fiscal Year 2013-14 Budget Highlights

This budget does not reflect any new programs.

<u>Account</u>		<u>FY 2012</u>	<u>FY 2012</u>	<u>FY 2013</u>	<u>YTD 12/31/12</u>	<u>FY 2013</u>	<u>FY 2014</u>
<u>Number</u>	<u>Account Description</u>	<u>Budget</u>	<u>Actual</u>	<u>Budget</u>	<u>Actual</u>	<u>Y/E Estimate</u>	<u>Proposed</u>
Parks							
10-80-11000	SALARIES - GENERAL	71,086	59,785	54,897	26,374	54,717	57,741
10-80-11001	OVERTIME - GENERAL	2,400	1,322	2,400	176	352	2,400
10-80-11050	SALARIES - PART TIME	0	1,854	0	2,187	2,187	0
10-80-11100	F.I.C.A.	4,687	3,954	3,504	1,782	3,600	3,829
10-80-11200	MEDICARE	1,096	930	820	417	842	896
10-80-11300	A.S.R.S.	7,900	6,605	7,526	2,958	6,113	6,940
10-80-11500	MEDICAL INSURANCE	13,865	11,598	12,558	5,708	11,416	11,417
10-80-11501	STANDARD DISABILITY INSURANCE	633	492	463	211	422	325
10-80-11505	DEFERRED COMP	2,110	1,582	1,785	744	1,555	1,623
10-80-11510	DENTAL INSURANCE	829	490	501	228	456	456
10-80-11600	LIFE INSURANCE	281	176	238	89	178	203
10-80-11700	WORKERS COMPENSATION	2,401	2,284	2,545	1,292	2,568	2,496
10-80-11800	STATE UNEMPLOYMENT	0	0	2,350	0	0	0
	Parks Personnel Costs	107,288	91,072	89,587	42,166	84,406	88,326
10-80-12300	UNIFORMS & CLOTHING			0	72	50	200
10-80-13100	BUSINESS TRAVEL	675	0	0	0	0	0
10-80-13400	EDUCATION & TRAINING	1,000	0	0	0	0	0
10-80-13500	SUBCRIPTIONS & DUES	100	0	0	0	0	0
10-80-21000	ELECTRIC	3,050	2,555	2,860	1,156	2,800	2,800
10-80-22000	WATER	15,017	16,145	22,500	6,421	15,000	18,000
10-80-22550	SEWER AND GARBAGE SERV.	2,183	2,183	2,252	929	2,252	2,333
10-80-24000	TELEPHONE	400	381	350	163	350	380
10-80-34000	CONTRACT SERVICES	2,226	3,670	2,400	2,069	4,000	4,500
10-80-34100	DOC WORKERS	2,000	2,849	3,300	1,180	2,500	2,500
10-80-41500	OFFICE SUPPLIES	200	33	60	0	0	0
10-80-42020	PRINTING & REPRODUCTION	500	0	0	0	0	0
10-80-42040	ADVERTISING	1,000	0	250	0	0	0
10-80-43500	POSTAGE	150	18	50	0	0	0
10-80-45300	CUSTODIAL SUPPLIES	500	570	450	455	1,000	1,100
10-80-46000	OPERATIONAL EXPENSES	2,250	2,735	1,750	572	1,200	1,500
10-80-46801	REC PROGRAMS/ SPECIAL EVENTS	10,000	2,317	7,500	1,141	1,770	2,500
10-80-46802	LANDSCAPING MATERIALS	0	0	0	0	0	5,000
10-80-50100	BLDG REPAIR & MAINT	2,000	2,097	3,500	1,587	4,500	5,000
10-80-50110	BLDG REPAIR & MAINT - VANDALISM	500	999	1,000	36	470	1,000
10-80-55000	EQUIPMENT REPAIR & MAINT	500	769	1,200	109	200	800
10-80-55100	REPAIRS & MAINT - OTHER	3,000	865	3,000	200	2,300	200
10-80-55200	NON CAP EQUIPMENT PURCHASES	750	224	400	0	0	500
10-80-61000	REPAIRS & MAINT - VEHICLE	500	251	1,000	292	1,100	1,500
10-80-62003	GASOLINE	0	0	4,000	1,613	4,200	3,500
10-80-62007	OTHER FLUIDS & LUBRICANTS	4,929	4,815	400	0	0	0
	Total Parks	160,718	134,548	147,809	60,161	128,098	141,639

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 city council recently entered into a service contract with L.E.A.P for the operation of the pool. The city will supply chemicals and other materials necessary for the water treatment of the pool. The pool will be staffed for nine weeks during the summer ..The activities offered are open swimming, swimming lessons, and lap swimming for kids of all ages. 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.

Fiscal Year 2013-14 Budget Highlights

This budget includes funding only for the operation of the pool. All personnel costs are to paid by L.E.A.P.

<u>Number</u>	<u>Account Description</u>	<u>FY 2012</u>	<u>FY 2012</u>	<u>FY 2013</u>	<u>YTD 12/31/12</u>	<u>FY 2013</u>	<u>FY 2014</u>
		<u>Budget</u>	<u>Actual</u>	<u>Budget</u>	<u>Actual</u>	<u>Y/E Estimate</u>	<u>Proposed</u>
Swimming Pool							
10-81-11000	SALARIES - GENERAL	0	1,170	0	0	0	0
10-81-11001	OVERTIME - GENERAL	0	0	0	60	60	0
10-81-11050	SALARIES - PART TIME	28,800	21,002	27,600	15,083	15,083	0
10-81-11100	F.I.C.A.	1,786	1,355	1,711	939	939	0
10-81-11200	MEDICARE	418	305	400	219	219	0
10-81-11700	WORKERS COMPENSATION	1,508	1,315	2,116	796	796	0
	Pool Personnel Costs	32,512	25,147	31,827	17,097	17,097	0
10-81-12300	UNIFORMS - CLOTHING	600	0	0	0	0	0
10-81-13100	BUSINESS TRAVEL	300	0	0	0	0	0
10-81-13400	EDUCATION/TRAINING	800	0	0	0	0	0
10-81-21000	ELECTRIC	5,400	4,834	7,380	3,368	4,610	7,200
10-81-22000	WATER	4,700	5,260	6,500	1,913	5,300	5,300
10-81-24000	TELEPHONE & FAX	750	438	500	215	450	500
10-81-45100	DISPOSABLE EQUIPMENT & TOOLS	450	126	200	0	0	300
10-81-46000	OPERATIONAL EXPENSES	3,000	3,976	1,000	173	400	1,000
10-81-46030	CONCESSION SUPPLIES	750	382	750	487	487	0
10-81-50100	BLDG REPAIR & MAINT	5,000	803	2,000	105	500	1,000
	Total Pool	54,262	40,966	50,157	23,358	28,844	15,300

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, a full-time Library Assistant, and two part-time Library Clerks. The library also received over 2,400 hours of assistance from volunteers last year, along with substantial additional financial and volunteer assistance from the Friends of the Copper Queen Library.

During FY11-12, staff provided 1,820 public service hours to 7,309 registered borrowers (out of a total population of 5,476), issued 299 new library cards, answered 3,152 reference questions, and produced 261 free library programs for adults and children that were attended by 4,069 library patrons.

Additionally, by using the Interlibrary Loan Service, staff obtained 3,830 items for Bisbee patrons from the collections of other libraries and provided 2,857 items to patrons of other libraries.

During FY11-12, patrons visited the Copper Queen Library a total of 38,769 times. They borrowed 44,663 items, used the public Internet computers 11,809 times, and searched the online catalog for books and other materials 34,500 times. In addition, they visited the Library's website a total of 34678 times (not including hits to the library page on the City's website), for an average of more than 2,890 times per month.

A particularly illuminating statistic is that in FY11-12, 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 7.52:1. That is, for every one dollar allocated by the City to library operations, \$7.52 in public benefit was returned.

Fiscal Year 2013-14 Budget Highlights

No changes are budgeted for FY 2013/14.

<u>Account</u>		<u>FY 2012</u>	<u>FY 2012</u>	<u>FY 2013</u>	<u>YTD 12/31/12</u>	<u>FY 2013</u>	<u>FY 2014</u>
<u>Number</u>	<u>Account Description</u>	<u>Budget</u>	<u>Actual</u>	<u>Budget</u>	<u>Actual</u>	<u>Y/E Estimate</u>	<u>Proposed</u>
Library							
10-83-11000	SALARIES - GENERAL	77,083	79,230	76,898	38,943	77,631	78,832
10-83-11001	OVERTIME - GENERAL	0	32	0	0	0	0
10-83-11050	SALARIES - PART TIME	30,987	23,538	19,773	9,381	19,242	20,432
10-83-11100	F.I.C.A.	6,805	6,394	6,094	3,015	6,066	6,255
10-83-11200	MEDICARE	1,592	1,500	1,425	705	1,419	1,463
10-83-11300	A.S.R.S.	10,636	9,999	8,574	4,316	8,626	9,097
10-83-11500	MEDICAL INSURANCE	11,110	11,554	11,417	5,708	11,416	11,417
10-83-11501	STANDARD DISABILITY INSURANCE	678	534	662	252	504	388
10-83-11505	DEFERRED COMP	1,690	1,555	1,623	811	1,622	1,623
10-83-11510	DENTAL INSURANCE	474	437	456	228	456	456
10-83-11600	LIFE INSURANCE	225	207	216	108	216	203
10-83-11700	WORKERS COMPENSATION	339	306	340	169	338	319
10-83-11800	STATE UNEMPLOYMENT	0	192	0	0	0	0
	Library Personnel Costs	141,619	135,478	127,478	63,636	127,536	130,485
10-83-13100	BUSINESS TRAVEL	500	0	500	0	423	500
10-83-13400	EDUCATION & TRAINING	1,500	0	1,500	0	225	1,500
10-83-13500	SUBSCRIPTIONS & DUES	350	260	350	0	265	350
10-83-21000	ELECTRIC	9,000	9,984	10,550	4,301	9,900	10,550
10-83-22000	WATER	800	609	800	325	650	800
10-83-22550	SEWER AND GARBAGE SERV.	1,136	1,136	1,175	485	1,175	1,219
10-83-24000	TELEPHONE & FAX	3,700	4,916	4,500	2,417	4,900	4,500
10-83-34000	CONTRACT SERVICES	4,000	3,619	4,000	738	3,500	4,000
10-83-34100	DOC WORKERS	1,900	106	1,900	0	0	1,900
10-83-41500	OFFICE SUPPLIES	2,200	1,408	2,200	294	1,000	2,200
10-83-42040	ADVERTISING	250	254	250	0	0	250
10-83-42050	NON CAP ADMIN EQUIP/FURN	1,800	1,077	1,800	937	789	500
10-83-43500	POSTAGE	2,800	1,725	2,800	842	2,000	2,800
10-83-45300	CUSTODIAL SUPPLIES	1,000	444	1,000	336	500	1,000
10-83-46000	OPERATIONAL EXPENSES	2,000	1,878	2,000	1,882	2,500	2,200
10-83-46831	BOOKS	8,600	8,544	9,600	4,539	8,000	7,000
10-83-46832	AUDIO VISUAL MATERIALS	950	850	1,000	0	500	1,000
10-83-46833	CHILDRENS PROGRAMS & MATERIAL	950	850	1,000	0	1,200	1,000
10-83-46834	PERIODICALS	0	0	0	0	0	2,600
10-83-46835	ELECTRONIC MEDIA	0	0	0	0	0	1,300
10-83-50100	BLDG REPAIR & MAINT	2,000	1,260	2,000	2,806	3,500	3,000
10-83-55000	EQUIPMENT REPAIR & MAINT	400	0	500	0	0	500
	Total Library	187,455	174,398	176,903	83,538	168,563	181,154

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. This building is maintained and operated by Public Works.

Fiscal Year 2013-14 Budget Highlights

No changes are budgeted for this department.

<u>Account</u>		<u>FY 2012</u>	<u>FY 2012</u>	<u>FY 2013</u>	<u>YTD 12/31/12</u>	<u>FY 2013</u>	<u>FY 2014</u>
<u>Number</u>	<u>Account Description</u>	<u>Budget</u>	<u>Actual</u>	<u>Budget</u>	<u>Actual</u>	<u>Y/E Estimate</u>	<u>Proposed</u>
Sr. Center							
10-85-21000	ELECTRIC	8,388	5,947	6,376	3,447	6,500	7,250
10-85-22000	WATER	550	671	560	508	1,000	1,100
10-85-22550	SEWER AND GARBAGE SERV.	705	705	736	302	605	771
10-85-23000	GAS	1,250	4,395	2,000	645	3,100	1,419
10-85-24000	TELEPHONE & FAX	1,000	1,177	1,200	410	800	900
10-85-24001	INTERNET ACCESS FEES	900	769	840	420	840	900
10-85-34000	CONTRACT SERVICES	1,100	475	950	285	950	1,000
10-85-34085	COORDINATOR CONTRIBUTION	7,400	7,400	7,400	3,700	7,400	7,400
10-85-45300	CUSTODIAL SUPPLIES	500	502	460	310	600	650
10-85-50100	BLDG REPAIR & SUPPLIES	500	1,542	2,824	390	1,400	2,800
Total Sr. Center		22,293	23,583	23,346	10,417	23,195	24,190

Contingency

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

Fiscal Year 2013-14 Budget Highlights

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

<u>Account</u>		<u>FY 2012</u>	<u>FY 2012</u>	<u>FY 2013</u>	<u>YTD 12/31/12</u>	<u>FY 2013</u>	<u>FY 2014</u>
<u>Number</u>	<u>Account Description</u>	<u>Budget</u>	<u>Actual</u>	<u>Budget</u>	<u>Actual</u>	<u>Y/E Estimate</u>	<u>Proposed</u>
Contingency							
10-99-11800	STATE UNEMPLOYMENT	40,000	0	0	0	0	0
10-99-99100	UNASSIGNED EXPENSES	100,000	47,792	100,000	1,997	2,000	100,000
	Total Contingency	<u>140,000</u>	<u>47,792</u>	<u>100,000</u>	<u>1,997</u>	<u>2,000</u>	<u>100,000</u>
	Total Expenses - General Fund	<u>6,205,201</u>	<u>5,777,267</u>	<u>6,198,897</u>	<u>2,789,473</u>	<u>5,653,956</u>	<u>6,327,664</u>

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 2013-14 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.
- CDBG allocation for Phase V improvements to the drainage and streets in the Bakerville neighborhood.

<u>Account</u>		<u>FY 2012</u>	<u>FY 2012</u>	<u>FY 2013</u>	<u>YTD 12/31/12</u>	<u>FY 2013</u>	<u>FY 2014</u>
<u>Number</u>	<u>Account Description</u>	<u>Budget</u>	<u>Actual</u>	<u>Budget</u>	<u>Actual</u>	<u>Y/E Estimate</u>	<u>Proposed</u>
Government Grants							
11-30-22510	BAKERVILLE STREETS III CDBG 129-10	326,387	282,878	0	0	0	0
11-30-22511	SHPO WARREN HISTORIC SURVEY	12,380	12,380	0	0	0	0
11-30-22520	BAKERVILLE IV	268,000	12,893	289,000	15,000	77,000	212,000
11-30-22521	BAKERVILLE V	0	0	0	0	0	162,000
11-38-93000	GRANT MATCH	6,667	6,667	0	0	0	0
11-38-99999	OTHER REVENUES AND TRANSFERS	0	0	11,937	11,937	0	0
Total Revenue for Gov. Grants		613,434	314,818	300,937	26,937	77,000	374,000
11-40-22510	BAKERVILLE STREETS III CDBG 129-10	326,387	280,378	0	6,000	0	0
11-40-22511	SHPO WARREN HISTORIC SURVEY	19,047	19,047	0	0	0	0
11-40-22520	BAKERVILLE IV	268,000	12,893	289,000	26,186	77,000	212,000
11-40-22521	BAKERVILLE V	0	0	0	0	0	162,000
11-40-22610	ADOC - ENERGY EFFICIENCY GRANT	0	0	11,937	11,616	0	0
Total Expenses for Gov. Grants		613,434	312,318	300,937	43,802	77,000	374,000

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 2013-14 Budget Highlights

The proposed Fiscal Year 2013-14 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 2012 Budget</u>	<u>FY 2012 Actual</u>	<u>FY 2013 Budget</u>	<u>YTD 12/31/12 Actual</u>	<u>FY 2013 Y/E Estimate</u>	<u>FY 2014 Proposed</u>
PS-Fire Grants							
17-30-22501	FEMA (FIRE TRUCK)	285,000	0	285,000	0	0	285,000
17-30-22503	OTHER GRANTS	125,000	68,280	125,000	(2,169)	0	0
17-38-99964	TRANSFER FROM GF-GRANT MATCH	15,000	0	15,000	0	0	15,000
	Total Revenue-PS Grant	425,000	68,280	425,000	(2,169)	0	300,000
17-40-22501	FEMA (FIRE TRUCK)	300,000	0	300,000	0	0	300,000
17-40-22503	OTHER GRANTS	125,000	68,280	125,000	0	0	0
	Total Expenses-PS Grants	425,000	68,280	425,000	0	0	300,000

Transportation Grants

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

Fiscal Year 2013-14 Budget Highlights

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

<u>Account Number</u>	<u>Account Description</u>	<u>FY 2012 Budget</u>	<u>FY 2012 Actual</u>	<u>FY 2013 Budget</u>	<u>YTD 12/31/12 Actual</u>	<u>FY 2013 Y/E Estimate</u>	<u>FY 2014 Proposed</u>
Transportation Grants							
18-30-22519	FAA - AIRPORT ENTITLEMENT GRANT	341,250	102,288	292,500	0	292,500	192,000
18-30-22526	ADOT - MAIN STREET GLASS SIDEWALK	0	0	174,244	0	0	0
18-38-99950	TRANSFER FROM AIRPORT	8,750	2,592	7,500	0	7,500	0
18-38-99999	TRANS. FROM CIP AZ ST/MAIN ST SIDEWALK	100,000	0	28,922	0	0	0
	Total Revenue-Trans. Grant	450,000	104,880	503,166	0	300,000	192,000
18-40-22512	AZ STREET DESIGN SERVICES	0	8,512	0	0	0	0
18-40-22519	FAA - AIRPORT ENTITLEMENT GRANT	350,000	108,830	300,000	0	300,000	192,000
18-40-22526	ADOT - MAIN STREET GLASS SIDEWALK	0	0	203,166	0	0	0
	Total Expenses-Trans Grant	450,000	117,342	503,166	0	300,000	192,000

Visitor Center

The Bisbee Visitor Center has relocated to the Queen Mine Tour and is in the community hub for Bisbee's tourists, business travelers and residents. The customer service portion of the center is volunteer driven. Its operations are overseen by the City Manager.

With over 59,000 people coming through the doors each year, the one full-time staff member and a team of volunteers are busy seven days a week as our ambassadors, concierges, marketers, travel planners, resource providers, and hosts. The Manager actively participates in numerous local, regional, and state tourism related committees .

Funded primarily through the Transient Room Tax (BED TAX), the Visitors Center budget is supplemented with funds from the Queen Mine Tour.

Recent Accomplishments at the Visitor Center include:

Hosted an Arizona Office of Tourism International Media familiarization tour; hosted over 15 travel writers from across the continents year to date; wrote and administered matching grant from the Arizona Office of Tourism resulting in an additional \$22,573.98 in advertising funds; generated \$377,184 in free media and administered a Cochise County Tourism Survey.

Fiscal Year 2013-14 Budget Highlights

This budget reflect the addition of a new part time position.dedicated to the Visitor Center.

Continued partnership with the Arizona Office of Tourism Marking Cooperative resulting in additional advertising dollars that ultimately bring more visitors to Bisbee.

<u>Account Number</u>	<u>Account Description</u>	<u>FY 2012 Budget</u>	<u>FY 2012 Actual</u>	<u>FY 2013 Budget</u>	<u>YTD 12/31/12 Actual</u>	<u>FY 2013 Y/E Estimate</u>	<u>FY 2014 Proposed</u>
Visitor Center							
20-31-20200	TRANSFER FROM QM	16,000	16,000	16,000	8,000	16,000	16,000
20-31-20300	TRANSFER FROM GEN FUND - BED TAX	95,000	91,836	95,000	27,653	95,000	92,000
20-38-51000	USE OF RESERVES	20,154	0	38,163	0	0	38,916
	Total Revenue-Visitor Center	131,154	107,836	149,163	35,653	111,000	146,916
Visitor Center Personnel Costs							
20-40-11000	SALARIES - GENERAL	35,048	35,595	35,048	18,172	35,696	35,797
20-40-11001	OVERTIME - GENERAL	2,000	2,578	2,000	1,251	1,990	2,000
20-40-11050	SALARIES - PART TIME	14,040	0	0	0	0	9,481
20-40-11100	F.I.C.A.	3,218	2,408	2,347	1,229	2,390	2,982
20-40-11200	MEDICARE	753	561	549	287	559	697
20-40-11300	A.S.R.S.	5,492	4,107	4,131	2,164	4,153	5,456
20-40-11500	MEDICAL INSURANCE	5,333	5,333	5,708	2,854	5,708	5,708
20-40-11501	STANDARD DISABILITY INSURANCE	243	243	243	122	244	187
20-40-11505	DEFERRED COMP	811	744	811	406	812	811
20-40-11510	DENTAL INSURANCE	228	209	228	114	228	228
20-40-11600	LIFE INSURANCE	108	99	108	54	108	102
20-40-11700	WORKERS COMPENSATION	160	113	130	66	128	152
20-40-11800	STATE UNEMPLOYMENT	0	0	0	0	0	0
	Visitor Center Personnel Costs	67,434	51,990	51,303	26,719	52,016	63,601
20-4013100	BUSINESS TRAVEL	1,000	434	1,000	109	110	1,000
20-40-13400	EDUCATION & TRAINING	500	4,016	2,190	0	1,000	2,190
20-40-13500	SUBSCRIPTIONS & DUES	0	0	50	0	0	50
20-40-24000	TELEPHONE & FAX	2,500	2,167	2,500	1,356	2,400	2,800
20-40-24001	INTERNET ACCESS FEES	1,200	1,199	1,200	100	100	0
20-40-24110	RENT/LEASE	13,775	11,792	13,775	0	0	0
20-40-34000	CONTRACT SERVICES	13,750	11,101	13,750	3,759	12,300	13,750
20-40-36000	MAINTENANCE & SUPPORT AGREEMENTS	200	250	200	0	0	200
20-40-41500	OFFICE SUPPLIES	1,500	782	1,500	287	500	1,500
20-40-42020	PRINTING & REPRODUCTION	1,650	529	6,650	0	0	6,650
20-40-42040	CITY ADVERTISING FUND	25,000	22,061	50,000	16,015	47,500	50,000
20-40-42050	NON CAP EQUIP/ FURN	400	0	2,700	166	2,200	2,700
20-40-43120	OTHER FEES	25	25	25	25	25	25
20-40-43500	POSTAGE	1,320	687	1,320	98	300	1,450
20-40-46000	OPERATIONAL EXPENSES	500	0	500	29	3,700	500
20-40-62003	GASOLINE	400	347	500	47	50	500
	Total Expenses-Visitor Center	131,154	107,380	149,163	48,710	122,201	146,916

Streets Fund

This fund pays for the operation and maintenance of City streets, rights of way and street lighting throughout the City. The main source of funding for the Streets Fund is the Highway User Revenue Fund (HURF). The Streets Division consists of two full-time permanent employees. The primary function of this department is maintenance of City streets, alleys, sidewalks, trees, stairs, other properties, and rights-of-way. Typical duties consist of patching and repairing streets, maintaining and repairing drainage channels, repainting traffic control markings such as cross walks, repairing, replacing, or installing traffic and pedestrian signage, and controlling vegetation, which may impede vehicular or pedestrian traffic, or the visibility of signs or markers. 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 42 miles of local streets and 15,447 lineal 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 2013-14 Budget Highlights

There are no new expenditures planned for this department.

<u>Account Number</u>	<u>Account Description</u>	<u>FY 2012 Budget</u>	<u>FY 2012 Actual</u>	<u>FY 2013 Budget</u>	<u>YTD 12/31/12 Actual</u>	<u>FY 2013 Y/E Estimate</u>	<u>FY 2014 Proposed</u>
Streets							
21-31-20000	H.U.R.F. GAS TAX	354,786	332,682	377,912	170,705	377,912	372,555
21-36-10500	CEMETERY OPEN/CLOSE FEES	3,500	5,163	3,500	3,375	5,000	4,000
21-36-11000	SERVICE REIMB - OTHER	0	0	0	0	0	0
21-36-11060	STREET PAVEMENT CUT FEES	5,000	27,100	25,000	150	10,000	10,000
21-36-21000	INTEREST INCOME (LGIP)	0	2	0	0	0	0
21-36-50000	UNASSIGNED REVENUES	0	150	0	0	0	0
21-38-51000	USE OF RESERVES	15,297	0	153,622	0	0	66,713
21-38-99909	TRFS FROM CIP TO STREETS	350,000	90,561	300,000	139,283	154,000	146,000
	Total Revenue-Streets	728,583	455,658	860,034	313,513	546,912	599,268
Streets Personnel Costs							
21-40-11000	SALARIES - GENERAL	92,789	111,913	103,646	53,593	102,980	108,418
21-40-11001	OVERTIME - GENERAL	4,000	459	4,000	35	70	4,000
21-40-11050	SALARIES - PART TIME	0	125	0	0	0	0
21-40-11100	F.I.C.A.	6,108	6,881	6,817	3,228	6,221	7,111
21-40-11200	MEDICARE	1,429	1,610	1,594	755	1,455	1,663
21-40-11300	A.S.R.S.	10,405	11,907	12,003	5,822	11,324	12,973
21-40-11500	MEDICAL INSURANCE	11,358	14,575	16,269	7,433	15,425	15,983
21-40-11501	STANDARD DISABILITY INSURANCE	1,260	484	796	242	484	553
21-40-11505	DEFERRED COMP	1,728	1,995	2,313	1,068	2,204	2,272
21-40-11510	DENTAL INSURANCE	998	1,088	1,221	632	1,306	1,742
21-40-11600	LIFE INSURANCE	231	261	308	144	295	284
21-40-11700	WORKERS COMPENSATION	4,714	10,476	8,631	6,224	11,902	12,119
21-40-11800	STATE UNEMPLOYMENT	0	0	0	0	0	0
	Streets Personnel Costs	135,020	161,774	157,598	79,176	153,666	167,118
21-40-12300	UNIFORMS/CLOTHING	0	0	0	0	100	0
21-40-12500	RECRUTMENT/EMPLOYMENT TESTING	130	0	0	0	100	400
21-40-13100	BUSINESS TRAVEL	1,000	25	1,000	20	50	400
21-40-13400	EDUCATION & TRAINING	1,500	0	1,000	0	800	1,200
21-40-21000	ELECTRIC	89,052	94,315	88,000	33,213	80,000	80,000
21-40-2300	GAS	383	733	500	114	500	750
21-40-24000	TELEPHONE & FAX	744	416	330	301	600	650
21-40-34000	CONTRACT SERVICES	2,400	4,669	12,364	554	1,100	6,000
21-40-34100	DOC WORKERS	10,000	6,595	12,000	2,588	5,200	8,000
21-40-37000	PROPERTY, CASUALTY, LIABILITY	45,930	28,029	40,000	17,702	36,870	40,000
21-40-37100	INSURANCE CLAIMS & DEDUCTABLES	0	0	0	469	3,447	2,500
21-40-41500	OFFICE SUPPLIES	330	147	350	0	100	350
21-40-45100	DISPOSABLE EQUIP & TOOLS	2,000	3,116	4,000	1,767	2,500	4,000
21-40-45200	SAFETY EQUIPMENT	500	769	900	400	800	900
21-40-46000	OPERATIONAL EXPENSES	13,100	15,126	13,882	7,346	24,000	16,000
21-40-46210	STREET REPAIR MATERIAL	16,500	9,717	23,000	5,108	9,800	15,000
21-40-46212	CONTRACTED STREET REPAIR	350,000	90,561	300,000	139,288	154,000	146,000
21-40-50100	BLDG REPAIR & MAINT	0	0	0	0	0	1,500
21-40-55000	EQUIPMENT MAINT & REPAIR	0	0	2,000	4,000	9,000	10,000
21-40-55010	EQUIPMENT RENTAL	5,000	0	7,000	0	1,000	1,500
21-40-55100	REPAIR & MAINT OTHER	5,000	1,948	15,000	0	250	10,000
21-40-55200	NON CAP EQUIP PURCHASES	1,000	0	0	0	0	0
21-40-61000	VEHICLE PARTS & LABOR	6,288	6,824	6,000	6,256	10,000	10,000
21-40-62002	TIRES	6,200	3,255	6,630	1,827	3,000	5,000
21-40-62003	GASOLINE	9,332	8,887	12,730	10,099	18,000	20,000
21-40-62004	DIESEL	14,262	4,787	4,000	6,680	10,000	12,000
21-40-62007	OTHER FLUIDS & LUBRICANTS	1,500	51	1,750	6,240	0	0
21-40-99085	TRANSFER TO DEBT SERVICE	11,412	11,412	0	0	0	0
21-40-99099	TRANSFER TO CAPITAL PROJECTS	0	0	150,000	0	90,000	40,000
	Total Expenses-Streets	728,583	453,156	860,034	323,148	614,883	599,268

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 2013-14 Budget Highlights

The State has indicated that LTAF will not be funded for Fiscal Year 2013-14

<u>Account Number</u>	<u>Account Description</u>	<u>FY 2012 Budget</u>	<u>FY 2012 Actual</u>	<u>FY 2013 Budget</u>	<u>YTD 12/31/12 Actual</u>	<u>FY 2013 Y/E Estimate</u>	<u>FY 2014 Proposed</u>
L.T.A.F.							
32-31-21100	LTAF (1) ANY TRANSPORTATION USE	0	0	0	0	0	0
32-31-22000	LTAF (2) VLT--FOR TRANSIT ONLY	0	6,000	0	0	0	0
	Total Revenue-LTAF	0	6,000	0	0	0	0
32-40-35001	TRANSFERS TO BISBEE BUS	0	6,000	0	0	0	0
32-40-99950	TRANSFERS TO AIRPORT	0	0	0	0	0	0
	Total Expenses-LTAF	0	6,000	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. Funds are used during the year for variety of items which enhances and or aid us in our duties and obligations. Items such as training cost, tires, computers, emergency equipment, donations to youth activities etc.

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

<u>Account Number</u>	<u>Account Description</u>	<u>FY 2012 Budget</u>	<u>FY 2012 Actual</u>	<u>FY 2013 Budget</u>	<u>YTD 12/31/12 Actual</u>	<u>FY 2013 Y/E Estimate</u>	<u>FY 2014 Proposed</u>
R.I.C.O.							
39-33-10862	VEHICLE IMPOUND FEES	5,000	2,972	5,000	100	100	1,000
39-33-13597	RICO AUCTION FUNDS (COUNTY)	0	0	0	0	75,000	181,561
39-33-22506	COUNTY REIMBURSEMENTS - RICO	165,000	52,086	190,000	47,795	0	0
	Total Revenue-RICO	170,000	55,058	195,000	47,895	75,100	182,561
39-40-50002	EQUIPMENT	5,000	3,676	5,000	0	0	1,000
39-40-50006	RICO - AUTHORIZED EXPENDITURES	165,000	52,086	165,000	25,945	50,000	165,000
39-40-99085	TRANSFERS TO DEBT SERVICE	0	0	25,000	0	25,000	16,561
	Total Expenses-RICO	170,000	55,762	195,000	25,945	75,000	182,561

Bisbee Arts Commission

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

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

Fiscal Year 2012-13 Budget Highlights

This budget represents the recommendations of the Bisbee Arts Commission.

<u>Account Number</u>	<u>Account Description</u>	<u>FY 2012 Budget</u>	<u>FY 2012 Actual</u>	<u>FY 2013 Budget</u>	<u>YTD 12/31/12 Actual</u>	<u>FY 2013 Y/E Estimate</u>	<u>FY 2014 Proposed</u>
Bisbee Arts							
42-30-10510	PROGRAM FEES	0	250	0	0	0	0
42-30-51000	USE OF RESERVES	51,500	0	45,000	0		45,000
	Total Revenue-Bisbee Arts	51,500	250	45,000	0	0	45,000
42-40-42040	ADVERTISING	0	0	1,000	41	0	0
42-40-43500	POSTAGE	0	5	0	0	0	0
42-40-46000	OPERATIONAL EXP (DONATIONS)	50,000	0	44,000	1,000	0	45,000
42-40-99010	TRANSFER TO GENERAL FUND	1,500	0	0	0	0	0
	Total Expenses-Bisbee Arts	51,500	5	45,000	1,041	0	45,000

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 2013-14 Budget Highlights

The City will use previous year reserves and potential new donations to this fund to provide for much needed repair and maintenance of the stairs.

<u>Account Number</u>	<u>Account Description</u>	<u>FY 2012 Budget</u>	<u>FY 2012 Actual</u>	<u>FY 2013 Budget</u>	<u>YTD 12/31/12 Actual</u>	<u>FY 2013 Y/E Estimate</u>	<u>FY 2014 Proposed</u>
Save Our Stairs							
43-30-40000	DONATIONS	0	0	50,000	0	0	50,000
43-38-51000	USE OF RESERVES	15,271	0	0	0	0	0
	Total Revenue-Save Our Stairs	15,271	0	50,000	0	0	50,000
43-40-10000	SAVE OUR STAIRS EXPENSES	15,271	12,835	50,000	0	0	50,000
	Total Expenses-Save Our Stairs	15,271	12,835	50,000	0	0	50,000

Donations

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

Fiscal Year 2013-14 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 2012 Budget</u>	<u>FY 2012 Actual</u>	<u>FY 2013 Budget</u>	<u>YTD 12/31/12 Actual</u>	<u>FY 2013 Y/E Estimate</u>	<u>FY 2014 Proposed</u>
Donations							
48-30-22500	MISC DONATIONS	1,000,000	450	1,000,000	3,110	3,200	1,000,000
48-38-22502	SUMMER PARK YOUTH PROGRAM EXP	10,000	0	0	0	0	0
48-38-22506	FOURTH OF JULY	7,500	0	7,500	0	0	7,500
48-38-28100	SWIMMING POOL DONATIONS	50,000	1,529	50,000	230	230	0
	Total Revenue-Donations	1,067,500	1,979	1,057,500	3,340	3,430	1,007,500
48-40-22500	MISC DONATION EXP	1,000,000	400	1,000,000	3,110	3,200	1,000,000
48-40-22502	SUMMER PARK YOUTH PROGRAM EXP	10,000	0	0	0	0	0
48-40-22506	FOURTH OF JULY	7,500	0	7,500	0	0	7,500
	SWIMMING POOL DONATIONS	50,000	0	50,000	0	0	0
	Total Expenses-Donations	1,067,500	400	1,057,500	3,110	3,200	1,007,500

Airport Fund

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

Fiscal Year 2013-14 Budget Highlights

No new expenditures are planned for this department.

<u>Account Number</u>	<u>Account Description</u>	<u>FY 2012 Budget</u>	<u>FY 2012 Actual</u>	<u>FY 2013 Budget</u>	<u>YTD 12/31/12 Actual</u>	<u>FY 2013 Y/E Estimate</u>	<u>FY 2014 Proposed</u>
Airport							
50-34-12500	GAS REVENUE	40,000	23,726	35,000	16,477	24,000	25,000
50-36-13500	RENTS	10,260	9,986	13,860	4,297	9,000	13,860
50-36-13501	BISBEE AIRPARK-ACCESS FEES	1,536	1,752	1,600	48	1,600	1,600
50-36-13509	AIRPORT PROPERTY LEASE	1,139	1,085	1,139	0	1,200	1,200
	Total Revenue Airport	52,935	37,549	51,599	20,822	35,800	41,660
50-40-21000	ELECTRIC	2,428	3,374	3,504	1,393	2,700	3,146
50-40-22000	WATER	1,095	2,246	2,850	898	2,000	2,200
50-40-22550	SEWER AND GARBAGE SERV.	225	224	225	94	200	229
50-40-23000	GAS	717	827	700	225	900	625
50-40-24000	TELEPHONE & FAX	600	372	550	444	900	1,200
50-40-34000	CONTRACT SERVICES	185	377	500	65	150	500
50-40-37000	PROPERTY, CASUALTY, LIABILITY	4,350	0	0	0	3,320	4,000
50-40-41500	OFFICE SUPPLIES	150	5	50	0	0	0
50-40-41610	SPECIAL SUPPLIES - OTHER	0	0	0	0	0	500
50-40-42040	ADVERTISING	0	50	0	38	80	100
50-40-43110	CREDIT CARD FEES	1,585	1,232	1,500	398	800	2,000
50-40-43120	OTHER FEES			0	3	3	0
50-40-45100	DISPOSABLE EQUIP & TOOLS	100	0	250	41	100	250
50-40-45200	SAFETY EQUIP & SUPPLIES			200	0	0	0
50-40-45300	CUSTODIAL SUPPLIES			0	3	25	50
50-40-46000	OPERATIONAL EXPENSE	0	75	1,270	43	300	2,560
50-40-46501	AIRCRAFT FUEL	32,000	17,513	31,000	20,920	20,920	21,000
50-40-50100	BLDG REPAIR & MAINT	250	1,788	500	243	300	2,000
50-40-55000	EQUIPMENT REPAIR & MAINT	0	1,342	500	188	300	800
50-40-61000	VEHICLE PARTS & LABOR	500	1,637	500	22	100	500
50-40-99018	TRANSFER TO TRANSPORTATION GRANTS	8,750	2,592	7,500	0	0	0
	Total Expenses-Airport	52,935	33,654	51,599	25,018	33,098	41,660

Police Special Revenues and Grants

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

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

Fiscal Year 2013-14 Budget Highlights

Budget highlights for next year include continued grant funding through Homeland Security (Operation Stonegarden), which will cover \$100,000 for overtime and \$12,000 for mileage. It will also cover \$5,000 for communication equipment

<u>Account Number</u>	<u>Account Description</u>	<u>FY 2012 Budget</u>	<u>FY 2012 Actual</u>	<u>FY 2013 Budget</u>	<u>YTD 12/31/12 Actual</u>	<u>FY 2013 Y/E Estimate</u>	<u>FY 2014 Proposed</u>
Police Special Rev & Grants							
53-30-30002	GRANTS- COBRA	0	0	0	0	0	0
53-30-30003	HOMELAND SECURITY GRANTS	842,000	25,120	800,000	3,086	4,865	800,000
53-30-30012	MISC POLICE GRANT - GOER BORDER SEC	0	45,031	0	0	0	0
53-30-31000	DEPT OF JUSTICE VESTS	0	3,172	0	0	0	0
53-35-35000	FEDERAL ASSET FORFEITURES	15,000	32,467	15,000	0	0	15,000
53-36-11050	SERVICE REIMBURSEMENT	0	139,715	0	28,402	44,993	0
	Total Revenue-Police Spec. Rev	857,000	245,505	815,000	31,488	49,858	815,000
53-40-11050	SERVICE REIMBURSEMENT	800,000	91,845	800,000	8,872	27,020	800,000
53-40-11090	REIMBURSED ERE'S - DHL	0	47,870	0	5,573	16,722	0
53-40-30003	HOMELAND SECURITY GRANTS	0	23,757	0	7,500	7,500	0
53-40-35000	EXPENDITURES - ASSET FORFEIT REV	15,000	43,052	0	1,218	2,221	0
53-40-99901	TRANSFERS TO GENERAL FUND	42,000	46,394	15,000	1,370	4,467	15,000
	Total Expenses-Police Spec. Rev	857,000	256,090	815,000	24,533	57,930	815,000

Wastewater Fund

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

Fiscal Year 2013-14 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.

This budget also reflects that the wastewater staff was increased by two collector positions and the wastewater superintendent position was eliminated.

<u>Account Number</u>	<u>Account Description</u>	<u>FY 2012 Budget</u>	<u>FY 2012 Actual</u>	<u>FY 2013 Budget</u>	<u>YTD 12/31/12 Actual</u>	<u>FY 2013 Y/E Estimate</u>	<u>FY 2014 Proposed</u>
Waste Water							
54-30-30000	NADBank TRANSITION ASSIST. GRANT	0	29,814	0	0	0	
54-30-XXXXX	USDA WW IMPROVEMENT GRANT				0	0	200,000
54-31-10000	TRFS FROM GF, SALES TAX INCR	353,000	366,231	380,000	143,587	380,000	350,000
54-36-21000	INTEREST/PENALTIES EARNED	25,000	78,907	50,000	49,654	80,000	90,000
54-36-50000	MISCELLANEOUS REVENUE	10,000	22,565	0	12,633	15,135	0
54-37-10550	USER FEES	1,819,003	1,809,654	1,964,791	969,308	1,964,791	2,088,392
54-37-10551	SERVICE CHARGE/PENALTY	15,000	22,838	20,000	12,462	20,000	20,000
54-37-10552	HOOK-UP FEES	2,000	94,920	2,000	2,000	4,000	2,000
54-37-11100	SEPTIC TANK - PUMP FEES	0	2,722	0	0	0	0
54-38-51000	USE OF RESERVES	102,030	0	127,661	0	0	230,555
	Total Revenue-Waste Water	2,326,033	2,427,651	2,544,452	1,189,644	2,463,926	2,980,947
Waste Water							
54-40-11000	SALARIES - GENERAL	292,451	258,381	277,077	130,835	267,423	237,021
54-40-11001	OVERTIME - GENERAL	61,425	48,692	61,425	25,509	43,490	61,425
54-40-11050	SALARIES - PART TIME	0	62	30,420	0	0	0
54-40-11100	F.I.C.A.	22,304	18,337	23,210	9,369	18,683	18,828
54-40-11200	MEDICARE	5,216	4,267	5,428	2,191	4,369	4,403
54-40-11300	A.S.R.S.	38,042	33,214	37,743	16,937	34,156	34,441
54-40-11500	MEDICAL INSURANCE	38,554	31,640	38,245	17,179	35,588	36,818
54-40-11501	STANDARD DISABILITY INSURANCE	1,965	1,428	1,843	649	1,353	1,339
54-40-11505	DEFERRED COMP	5,867	4,426	5,437	2,448	5,065	5,234
54-40-11510	DENTAL INSURANCE	3,480	2,759	3,222	1,553	3,165	3,618
54-40-11600	LIFE INSURANCE	781	592	724	324	672	655
54-40-11700	WORKERS COMPENSATION	19,298	12,690	18,275	7,278	14,591	12,615
54-40-11800	STATE UNEMPLOYMENT	0	5,032	5,650	0	0	12,480
	Waste Water Personnel Costs	489,383	421,520	508,699	214,272	428,555	428,877

<u>Account Number</u>	<u>Account Description</u>	<u>FY 2012 Budget</u>	<u>FY 2012 Actual</u>	<u>FY 2013 Budget</u>	<u>YTD 12/31/12 Actual</u>	<u>FY 2013 Y/E Estimate</u>	<u>FY 2014 Proposed</u>
54-4012300	UNIFORMS & CLOTHING			0	434	868	800
54-40-13100	BUSINESS TRAVEL	1,181	122	500	130	500	750
54-40-13400	EDUCATION & TRAINING	8,000	2,032	4,000	341	3,000	5,500
54-40-13500	SUBSCRIPTIONS & DUES	1,815	1,852	1,000	584	1,250	1,850
54-40-21000	ELECTRIC	134,783	126,949	134,783	57,874	115,750	121,500
54-40-22000	WATER	2,918	3,017	3,000	1,453	3,500	3,300
54-40-24000	TELEPHONE & FAX	4,361	4,485	4,361	2,354	4,700	5,200
54-40-24001	INTERNET ACCESS FEE	787	844	880	456	900	1,000
54-40-34000	CONTRACT SERVICES	5,824	12,179	35,500	4,828	10,000	12,000
54-40-34100	DOC WORKERS	2,000	1,978	2,000	828	2,000	2,200
54-40-37000	PROPERTY, CASUALTY, LIABILITY	67,560	41,288	67,560	20,349	48,586	67,560
54-40-37100	INSURANCE CLAIMS & DEDUCTIBLES	3,000	10,000	300	0	1,000	5,000
54-40-41500	OFFICE SUPPLIES	880	770	800	228	600	800
54-40-42020	PRINTING & REPRODUCTION	500	248	500	54	100	500
54-40-42030	BOOKS & REFERENCE MATERIALS	2,000	0	800	0	500	1,000
54-40-42050	NON CAP ADMIN EQUIP/FURN	1,500	(703,512)	500	0	500	2,000
54-40-43120	OTHER FEES	2,000	3,162	2,000	101	2,000	3,000
54-40-43500	POSTAGE	1,100	929	1,100	38	50	400
54-40-45100	DISPOSABLE EQUIPMENT & TOOLS	11,000	6,940	6,000	1,002	2,600	3,000
54-40-45200	SAFETY EQUIP & SUPPLIES	2,500	3,150	5,000	2,995	4,000	9,000
54-40-45300	CUSTODIAL SUPPLIES	750	1,087	2,000	127	400	1,000
54-40-46000	OPERATIONAL EXPENSES	24,809	35,353	15,500	3,984	8,000	12,000
54-40-46541	CHEMICALS	7,500	6,821	14,800	3,321	6,800	7,800
54-40-46542	LAB SUPPLIES & TESTING	31,076	32,065	46,000	9,325	20,000	24,000
54-40-46543	MANHOLE, PIPE, & FITTINGS	20,000	1,445	15,000	3,830	8,000	10,000
54-40-46544	SLUDGE REMOVAL	4,000	1,543	55,000	0	50,000	30,000
54-40-46545	SEWER BACK UP EXPENSE (SSO)	30,000	481	10,243	0	150	15,000
54-40-47000	PERMITS & LICENSES	12,000	7,777	8,000	9,290	8,000	14,000
54-40-47500	BAD DEBTS	15,000	66,650	20,000	20,000	20,000	20,000
54-40-50100	BLDG REPAIR & MAINT	1,000	1,568	1,500	456	1,000	1,500
54-40-55000	EQUIPMENT REPAIR & MAINT	0	0	40,000	30,687	35,000	40,000
54-40-55010	EQUIPMENT RENTAL	18,898	33,717	2,000	0	0	2,000
54-40-55100	REPAIR & MAINT - OTHER	0	0	0	396	500	30,000
54-40-55200	NON CAP EQUIPMENT PURCHASES	1,500	1,392	1,500	0	0	1,500
54-40-61000	VEHICLE PARTS & LABOR	8,952	4,233	5,500	1,820	4,000	5,500
54-40-62002	TIRES	3,000	1,074	2,000	915	2,000	3,000
54-40-62003	GASOLINE	17,539	20,732	20,000	10,859	22,000	25,000
54-40-62004	DIESEL	2,694	2,188	5,000	956	2,300	2,400
54-40-62007	OTHER FLUIDS & LUBRICANTS	1,000	44	1,000	0	0	0
54-40-89000	DEPRECIATION EXPENSE	0	1,092,901	0	0	0	0
54-40-91000	CAPITAL EXPENDITURES	0	0	0	3,317	3,317	7,500
54-40-99010	TRANSFER TO ADMINISTRATION	4,094	4,094	4,349	2,175	4,349	4,434
54-40-99051	TRANSFERS TO CITY MANAGER	19,400	19,400	18,976	9,488	18,976	19,383
54-40-99052	TRANSFERS TO FINANCE	107,107	107,107	125,565	62,784	125,565	92,200
54-40-99057	TRANSFERS TO LEGAL SVCS	18,517	18,517	14,707	7,351	14,707	7,708
54-40-99075	TRANSFERS TO PUBLIC WORKS	12,573	12,573	6,052	3,026	6,052	15,928
54-40-99077	TRANSFERS TO GARAGE	11,926	11,926	12,308	6,155	12,308	12,153
54-40-99086	TRANSFERS TO DEBT SERVICE WWTP	1,093,267	1,093,267	1,091,690	545,845	1,091,690	1,090,081
54-40-99090	TRFS TO RESERVES - DEBT SERVICE	116,339	116,339	116,479	58,240	116,479	116,623
54-40-99157	TRANSFER TO PW GRANTS			110,000	8,400	110,000	695,000
	Total Expenses-Waste Water	2,326,033	2,632,247	2,544,452	1,111,068	2,322,552	2,980,947

Sanitation Fund

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

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

Fiscal Year 2013-14 Budget Highlights

This budget reflects a 3% rate increase for recycling services for the next year. There is also a change in staff as one part-time employee is increased to full-time status.

Funds are budgeted to replace equipment within the division using the vehicle replacement program implemented several years ago. We are planning on buying a used garbage truck.

<u>Account Number</u>	<u>Account Description</u>	<u>FY 2012 Budget</u>	<u>FY 2012 Actual</u>	<u>FY 2013 Budget</u>	<u>YTD 12/31/12 Actual</u>	<u>FY 2013 Y/E Estimate</u>	<u>FY 2014 Proposed</u>
56-33-10000	GRANT REVENUE - D.E.Q.						
56-36-11400	RECYCLING REVENUE	32,505	45,755	40,000	10,445	20,000	20,000
56-36-21000	INTEREST/PENALTIES EARNED	0	0	0	18	0	0
56-36-50000	UNASSIGNED EXPENSES	0	0	0	0	0	0
56-37-10550	USER FEES	833,728	817,756	814,997	410,913	814,997	814,997
56-37-10551	USER FEES - RECYCLING	0	0	0	0	0	24,450
56-37-10553	SPECIAL PICK-UP FEES	1,500	475	1,500	190	1,500	1,500
56-38-51000	USE OF RESERVES	90,000	0	100,000	0	0	133,637
	Total Revenue-Sanitation	957,733	863,986	956,497	421,566	836,497	994,584
56-40-11000	SALARIES - GENERAL	240,500	216,552	204,617	105,212	213,305	249,262
56-40-11001	OVERTIME - GENERAL	7,000	13,767	7,000	4,722	9,444	7,000
56-40-11050	SALARIES - PART TIME	0	63	20,280	5,782	15,532	0
56-40-11100	F.I.C.A.	15,729	14,024	14,544	7,161	14,590	16,283
56-40-11200	MEDICARE	3,679	3,282	3,401	1,675	3,413	3,808
56-40-11300	A.S.R.S.	26,606	23,940	25,857	12,815	25,996	29,573
56-40-11301	A.S.R.S., Alternate Contribution	0	0	3,997	0	0	0
56-40-11500	MEDICAL INSURANCE	40,687	36,285	38,531	18,320	37,871	44,810
56-40-11501	STANDARD DISABILITY INSURANCE	2,223	1,570	1,616	791	1,617	1,420
56-40-11505	DEFERRED COMP	6,191	4,946	5,477	2,610	5,389	6,370
56-40-11510	DENTAL INSURANCE	3,828	3,197	3,686	1,875	3,907	4,686
56-40-11600	LIFE INSURANCE	824	658	729	348	718	797
56-40-11700	WORKERS COMPENSATION	19,991	17,101	19,596	10,155	20,671	21,048
56-40-11800	STATE UNEMPLOYMENT		0	0	0	0	0
	Sanitation Personnel Costs	367,258	335,385	349,331	171,466	352,453	385,057
56-40-12300	UNIFORMS & CLOTHING			0	65	250	800
56-40-12500	RECRUTMENT & EMPLOYMENT TESTING	100	0	0	0	300	1,000
56-40-12500	VACCINES	1,000	0	0	0	0	1,000
56-40-13100	BUSINESS TRAVEL	1,000	0	1,000	0	500	1,000
56-40-13400	EDUCATION & TRAINING	3,000	398	3,000	402	1,400	3,000
56-40-21000	ELECTRIC	1,250	1,275	1,100	604	1,200	1,300
56-40-22000	WATER				0	250	500
56-40-23000	GAS	382	733	500	114	500	500
56-40-24000	TELEPHONE & FAX	1,000	410	500	163	375	3,000
56-40-34000	CONTRACT SERVICES	9,000	4,004	9,000	1,965	4,000	9,000
56-40-34100	DOC WORKERS	4,620	5,949	6,000	2,666	5,400	6,000
56-40-37000	PROPERTY, CASUALTY, LIABILITY	30,394	17,352	23,000	8,552	21,000	25,000
56-40-37100	INSURANCE CLAIMS & DEDUCTIBLES	0	0	0	227	500	5,000
56-40-43500	POSTAGE	75	3	75	0	0	0
56-40-45100	DISPOSABLE EQUIPMENT & TOOLS	1,800	1,790	1,200	183	400	1,000
56-40-45200	SAFETY EQUIPMENT	1,000	559	500	186	1,300	1,000
56-40-46000	OPERATIONAL EXPENSES	16,094	0	1,342	968	2,000	3,000
56-40-46561	COUNTY TIPPING FEES	175,000	191,612	155,000	64,091	130,000	159,500
56-40-46562	RECYCLING PROGRAM	1,000	1,998	5,000	3,866	9,000	10,000
56-40-47500	BAD DEBTS	2,000	12,011	10,000	0	10,000	10,000
56-40-55000	EQUIPMENT REPAIR & MAINTENANCE	1,000	1,320	20,000	0	7,000	25,000
56-40-55200	NON CAP EQUIPMENT PURCHASES	46,500	34,091	40,000	1,428	2,000	20,000
56-40-61000	VEHICLE PARTS & LABOR	8,000	18,575	15,000	16,660	35,000	25,000
56-40-62002	TIRES	5,000	11,499	20,000	3,263	9,000	20,000
56-40-62003	GASOLINE	20,000	10,724	14,500	4,223	8,500	10,750
56-40-62004	DIESEL	20,500	22,917	35,300	8,747	17,600	23,000
56-40-62007	OTHER FLUIDS & LUBRICANTS	1,500	203	100	0	0	1,000
56-40-91000	CAPITAL EXPENDITURES	0	0	0	3,900	3,900	0
56-40-95000	RESERVE ACCUMULATION-RESTRICTED	25,012	(24,797)	24,450	0	24,450	24,800
56-40-99010	TRANSFERS TO ADMINISTRATION	18,141	18,141	14,965	7,482	14,965	12,187
56-40-99052	TRANSFERS TO FINANCE	56,485	56,485	65,675	32,837	65,675	59,186
56-40-99057	TRANSFERS TO LEGAL SVCS	7,407	7,407	5,883	2,942	5,883	3,083
56-40-99077	TRANSFERS TO GARAGE	11,926	11,926	12,308	6,154	12,308	12,153
56-40-99085	TRANSFER TO DEBT SERVICE	30,289	30,289	21,768	10,884	21,768	21,768
56-40-99099	TRANSFER TO CAPITAL PROJECTS	90,000	0	100,000	0	0	110,000
	Total Expenses-Sanitation	957,733	821,617	956,497	354,038	768,877	994,584

Bisbee Public Works Grants

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

Fiscal Year 2013-14 Budget Highlights

Funds have been set aside for a WIFA/BECC grant for the sewer expansion in Tintown, along with funding for the Old Bisbee Laterals (Pilot Project).

<u>Account Number</u>	<u>Account Description</u>	<u>FY 2012 Budget</u>	<u>FY 2012 Actual</u>	<u>FY 2013 Budget</u>	<u>YTD 12/31/12 Actual</u>	<u>FY 2013 Y/E Estimate</u>	<u>FY 2014 Proposed</u>
PW Grants							
57-30-22502	WIFA GRANT SEWER/OLD BISBEE LATERAL	50,000	29,814	0	5,186	0	50,000
57-30-22506	WWTP SOLAR GENERATOR SYSTEM	0	0	0	0	0	1,600,000
	WWTP UPGRADES - USDA						505,000
57-30-22508	NADBank - USDA/RD TINTOWN SEWER	2,000,000	0	0	0	0	1,446,000
57-30-22510	MISCELLANEOUS PUBLIC WORKS GRANTS	0	0	2,500,000	0	0	2,500,000
57-30-99054	TRANSFER FROM SEWER	0	0	110,000	8,400	0	695,000
	Total Revenue	2,110,000	34,764	2,610,000	13,586	0	6,796,000
57-40-22502	WIFA GRANT SEWER/OLD BISBEE LATERAL	50,000	29,814	0	0	0	50,000
	MISCELLANEOUS PUBLIC WORKS GRANTS	0	0	2,500,000	0	0	2,500,000
57-40-22554	WWTP GRANTS UPGRADES - USDA	0	0	110,000	8,400	0	1,200,000
57-40-22506	WWTP SOLAR GENERATOR SYSTEM						1,600,000
57-40-22508	NADBank - USDA/RD TINTOWN	2,000,000	56	0	0	0	1,446,000
	Total Expenses	2,110,000	34,820	2,610,000	8,400	0	6,796,000

Queen Mine Fund

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

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

Recent Accomplishments of the Queen Mine Tour include:

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

Fiscal Year 2013-14 Budget Highlights

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

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

<u>Account Number</u>	<u>Account Description</u>	<u>FY 2012 Budget</u>	<u>FY 2012 Actual</u>	<u>FY 2013 Budget</u>	<u>YTD 12/31/12 Actual</u>	<u>FY 2013 Y/E Estimate</u>	<u>FY 2014 Proposed</u>
Queen Mine							
59-31-25000	TAX CREDITS TAKEN	0	402	0	191	400	400
59-34-15001	MERCHANDISE SALES	190,000	216,186	190,000	97,867	220,000	215,000
59-34-15010	MAIL ORDER SALES	200	2,194	200	364	364	200
59-34-17500	MINE TOURS	425,000	441,356	481,000	174,249	441,000	441,000
59-36-11600	OVER/SHORT	0	34	0	0	0	0
59-36-15003	VENDING MACHINE SALES	4,000	4,160	4,000	1,738	4,000	4,000
59-36-35000	OTHER REVENUE	0	125	0	0	0	0
59-38-99235	FUND BALANCE ALLOCATION	160,908	0	168,093	0	0	199,104
Total Revenue-QM		780,108	664,457	843,293	274,409	665,764	859,704

<u>Account Number</u>	<u>Account Description</u>	<u>FY 2012 Budget</u>	<u>FY 2012 Actual</u>	<u>FY 2013 Budget</u>	<u>YTD 12/31/12 Actual</u>	<u>FY 2013 Y/E Estimate</u>	<u>FY 2014 Proposed</u>
59-40-11000	SALARIES - GENERAL	206,297	209,680	206,538	95,931	179,786	159,470
59-40-11001	OVERTIME - GENERAL	2,000	477	2,000	106	212	2,000
59-40-11050	SALARIES - PART TIME	51,897	55,326	68,740	33,790	80,093	106,407
59-40-11100	F.I.C.A.	16,484	16,242	17,543	7,908	15,564	16,935
59-40-11200	MEDICARE	3,855	3,790	4,103	1,849	3,731	3,961
59-40-11300	A.S.R.S.	19,917	19,784	20,685	10,023	19,477	16,866
59-40-11300	ALTERNATE CONTRIBUTIONS, A.S.R.S.	0	0	6,292	1,294	3,042	7,812
59-40-11402	ALTERNATE CONTRIBUTIONS, P.S.P.R.S.	0	0	0	85	2,052	0
59-40-11500	MEDICAL INSURANCE	37,328	36,884	39,958	18,552	35,677	37,104
59-40-11501	STANDARD DISABILITY INSURANCE	1,511	1,492	1,511	673	1,286	819
59-40-11505	DEFERRED COMP	5,680	5,139	5,680	2,637	5,071	5,274
59-40-11510	DENTAL INSURANCE	3,172	2,888	3,172	1,496	2,771	2,322
59-40-11600	LIFE INSURANCE	611	502	594	283	561	406
59-40-11700	WORKERS COMPENSATION	7,380	7,257	9,228	4,477	9,037	8,591
59-40-11800	STATE UNEMPLOYMENT	0	0	0	0	0	0
Queen Mine Personnel Costs		356,132	359,461	386,044	179,104	358,360	367,967

<u>Account</u>		<u>FY 2012</u>	<u>FY 2012</u>	<u>FY 2013</u>	<u>YTD 12/31/12</u>	<u>FY 2013</u>	<u>FY 2014</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>
59-40-12300	UNIFORMS & CLOTHING	1,600	1,157	1,600	500	1,000	1,600
59-40-12500	RECRUTMENT/EMP TESTING	100	0	100	0	0	100
59-40-13200	SUBSCRIPTIONS & DUES		0			300	0
59-40-13400	EDUCATION/TRAINING	1,200	33	5,000	0	0	3,000
59-40-21000	ELECTRIC	8,000	10,156	9,500	3,835	11,000	11,000
59-40-22000	WATER	1,400	1,110	1,800	478	1,200	1,500
59-40-22550	SEWER AND GARBAGE SERV.	4,141	4,141	4,303	1,771	4,303	4,487
59-40-23000	GAS/WOOD	3,500	1,300	3,500	500	1,500	1,500
59-40-24000	TELEPHONE & FAX	3,100	1,939	3,100	947	2,000	2,000
59-40-24001	INTERNET ACCESS FEE	900	839	900	280	900	900
59-40-24110	RENT/LEASE	1,200	0	1,200	10	10	1,200
59-40-31000	PROFESSIONAL FEES	800	0	800	0	0	0
59-40-34000	CONTRACT SERVICES	500	0	500	542	4,500	600
59-40-34100	DOC WORKERS	1,900	1,665	1,900	457	1,400	1,900
59-40-36000	MAINTENANCE & SUPPORT AGREEMENTS	800	65	800	500	800	800
59-40-37000	PROPERTY, CASUALTY, LIABILITY	50,000	28,562	50,000	482	29,000	40,000
59-40-37100	INSURANCE CLAIMS & DEDUCTIBLES	500	0	500	(11,463)	1,365	500
59-40-41500	OFFICE SUPPLIES	3,100	4,709	3,500	1,379	2,700	3,500
59-40-42040	ADVERTISING	21,844	23,740	22,000	16,765	22,000	22,000
59-40-42050	NON CAP ADMIN EQUIP/FURN	900	0	900	1,230	1,230	0
59-40-43110	CREDIT CARD FEES	15,000	19,483	16,000	7,311	15,000	16,000
59-40-43500	POSTAGE	800	204	800	163	250	400
59-40-45100	DISPOSABLE EQUIP & TOOLS	0	0	0	40	40	0
59-40-45200	SAFETY EQUIP & SUPPLIES	10,000	7,572	10,000	530	5,000	8,000
59-40-45300	CUSTODIAL SUPPLIES	3,000	2,149	2,500	528	2,500	2,500
59-40-46000	OPERATIONAL EXPENSES	2,200	2,559	7,089	460	3,000	7,000
59-40-46030	CONCESSION SUPPLIES	2,500	948	2,500	476	1,200	2,000
59-40-46591	MERCHANDISE	95,000	77,366	95,000	43,055	100,000	100,000
59-40-55000	EQUIPMENT REPAIR & MAINT	11,000	6,679	17,000	3,474	15,000	17,000
59-40-55100	REPAIR & MAINT - OTHER	8,000	10,040	9,000	4,149	7,000	9,000
59-40-61000	VEHICLE PARTS & LABOR	1,000	220	1,000	119	200	1,000
59-40-62003	GASOLINE	1,500	1,200	1,500	609	1,200	1,500
59-40-99010	TRANSFERS TO ADMIN & GEN	20,305	20,305	20,190	10,095	10,095	16,259
59-40-99020	TRANSFER TO TRANSIENT ROOM TAX	16,000	16,000	16,000	8,000	16,000	16,000
59-40-99952	TRANSFERS TO FINANCE	16,986	16,986	13,567	6,783	13,567	14,491
59-40-99999	TRANSFERS TO CAPITAL PROJECTS	115,000	8,533	133,000	0	4,200	184,000
	Total Expenses-QM	780,108	642,778	843,293	283,109	637,820	859,704

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 2013-14 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 2012 Budget</u>	<u>FY 2012 Actual</u>	<u>FY 2013 Budget</u>	<u>YTD 12/31/12 Actual</u>	<u>FY 2013 Y/E Estimate</u>	<u>FY 2014 Proposed</u>
78-30-23112	LIBRARY PENDING GRANTS	15,000	0	15,000	0	0	15,000
78-30-79000	MISCELLANEOUS GRANTS	5,000,000	0	5,000,000	0	0	5,000,000
	ADOT - BISBEE BUS	0	0	0	0	0	74,400
78-38-99996	TRANS FROM BISBEE BUS	0	0	0	0	0	5,600
	Total Revenue	5,015,000	0	5,015,000	0	0	5,095,000
78-40-23112	LIBRARY PENDING GRANTS	15,000	0	15,000	0	0	15,000
78-40-79000	MISCELLANEOUS GRANTS	5,000,000	0	5,000,000	0	0	5,000,000
78-40-90000	CAPITAL EXPENDITURES-BISBEE BUS					0	80,000
	Total Expenses	5,015,000	0	5,015,000	0	0	5,095,000

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, one garbage trucks and two police cars.

Fiscal Year 2013-14 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 2012 Budget</u>	<u>FY 2012 Actual</u>	<u>FY 2013 Budget</u>	<u>YTD 12/31/12 Actual</u>	<u>FY 2013 Y/E Estimate</u>	<u>FY 2014 Proposed</u>
Debt Service							
85-38-10550	TRANSFER FROM GF ADMIN/GEN	97,734	97,733	39,756	19,878	39,756	29,752
85-38-21000	TRANSFERS FROM STREETS FUND	11,412	11,412	0	0	0	0
85-38-39000	TRANSFERS FROM RICO FUND	0	0	25,000	0	25,000	16,561
85-38-56000	TRANSFER FROM SANITATION	30,289	30,289	21,768	10,884	21,768	21,768
	Total Debt Service Revenue	139,435	139,434	86,524	30,762	86,524	68,081
85-60-81000	PRINCIPAL PAYMENTS, CAP LEASE	46,023	46,023	0	8,502	0	0
85-60-81500	INTEREST PAYMENTS, CAP LEASE	1,951	1,951	0	2,382	0	0
85-70-81000	PRINCIPAL PMTS, LEASE PURCHASE	79,516	79,529	73,599	30,323	0	60,359
85-90-81500	INTEREST PMTS, LEASE PURCHASE	11,945	11,931	12,925	2,837	0	7,722
	Total Debt Service Expenses	139,435	139,434	86,524	44,044	0	68,081

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 2013-14 Budget Highlights

This budget includes all payments due in Fiscal Year 2013-14.

<u>Account</u>		<u>FY 2012</u>	<u>FY 2012</u>	<u>FY 2013</u>	<u>YTD 12/31/12</u>	<u>FY 2013</u>	<u>FY 2014</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>
Debt Service for WWTP							
86-36-21000	INTEREST INCOME	0	0	0	139	0	0
86-38-98000	TRANSFERS IN - DEBT SERVICE	1,093,267	1,093,267	1,091,690	545,845	1,091,690	1,090,081
86-38-98010	TRFS IN--DEBT SERVICE RESERVES	116,339	116,339	116,479	58,239	116,479	116,623
	Total Revenue	1,209,606	1,209,606	1,208,169	604,223	1,208,169	1,206,704
86-40-50001	AUTHORIZED EXPENDITURES						
86-40-98010	RESERVE ACCUMULATION	116,339	116,339	116,479	0	0	116,623
86-80-81000	PRINCIPAL PAYMENTS	698,146	698,146	714,184	713,699	714,184	730,122
86-80-81500	INTEREST PAYMENTS	395,121	395,121	377,506	28,013	377,506	359,959
	Total Expenses	1,209,606	1,209,606	1,208,169	741,712	1,091,690	1,206,704

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 2013-14 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 2012 Budget</u>	<u>FY 2012 Actual</u>	<u>FY 2013 Budget</u>	<u>YTD 12/31/12 Actual</u>	<u>FY 2013 Y/E Estimate</u>	<u>FY 2014 Proposed</u>
89-36-21000	INTEREST INCOME	500	336	500	117	120	500
89-36-50010	FUND RAISING PROCEEDS	2,000	200	2,000	0	0	2,000
89-36-99925	USE OF FUND BALANCE	10,500	0	10,500	0	0	10,500
	Total Revenue	13,000	536	13,000	117	120	13,000
89-40-50000	AUTHORIZED EXPENDITURES	1,000	0	1,000	0	0	1,000
89-40-50010	FUND RAISING EXPENSES	2,000	0	2,000	0	0	2,000
89-40-90000	CAPITAL EXPENDITURES	10,000	0	10,000	0	0	10,000
	Total Expenses	13,000	0	13,000	0	0	13,000

Bisbee Bus Fund

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

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

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

In 2011, a request for services proposal was issued and the City entered into another 3 year contract with CCS to continue providing contractor services. This term will expire in 2014

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

Fiscal Year 2013-14 Budget Highlights

The 2013-2014 fiscal year budgets continue to increase fuel and maintenance costs.

<u>Account Number</u>	<u>Account Description</u>	<u>FY 2012 Budget</u>	<u>FY 2012 Actual</u>	<u>FY 2013 Budget</u>	<u>YTD 12/31/12 Actual</u>	<u>FY 2013 Y/E Estimate</u>	<u>FY 2014 Proposed</u>
96-30-50000	ADOT GRANT	10,000	10,000	0	0	0	0
96-30-50045	SEAGO TRANSPORTATION	22,000	22,022	22,000	11,011	22,000	22,000
96-30-50050	CCS LOCAL SHARE	7,500	9,406	7,500	3,656	7,500	8,000
96-30-50060	FEDERAL SHARE	161,524	135,300	200,000	65,487	200,000	200,000
96-30-50132	TRANSFERS FROM GEN FUND	8,845	8,845	0	0	0	5,600
96-38-50999	OTHER REVENUE	0	202	0	0	0	0
	Total Revenue	209,869	191,775	229,500	80,154	229,500	235,600
96-40-41505	ADMIN MISC EXPENSES	800	1,485	2,000	5,067	8,000	2,000
96-40-41606	CCS OPERATING EXPENSES	155,299	122,971	162,480	37,750	155,240	160,550
96-40-41607	CITY OPERATING EXPENSE	13,750	13,130	15,000	8,887	22,005	20,000
96-40-43500	POSTAGE	20	8	20	115	150	50
96-40-52500	PROPERTY, CASUALTY, LIABILITY	10,000	4,138	10,000	2,040	10,000	10,000
96-40-62000	FUEL & LUBRICANTS	30,000	29,776	40,000	12,238	38,000	37,400
96-40-90000	CAPITAL EXPENDITURES	0	0	0	0	3,330	0
96-40-90001	EQUIPMENT	0	0	0	0	1,530	0
96-40-73000	TRANSFER TO MISC GRANTS/MATCH	0	0	0	0	540	5,600
	Total Expenses	209,869	171,508	229,500	66,097	238,795	235,600

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 2013-14 Budget Highlights

This budget reflects very few new programs. The Queen Mine is scheduled to continue their Capital Improvement Program at the Mine. This includes an interior renovation, for the Visitor Center, a locomotive, battery charger, mine car wheels; switch and track replacement along with some parking lot maintenance. The Fiscal Year 2013-14 Budget includes \$146,000 from the Arizona Water Settlement funds to be transferred to the Streets Fund to provide for street repair and maintenance. The Sanitation Division is scheduled to use funds from their vehicle replacement program to purchase a garbage truck. The Streets Division plans to do some erosion control around the Castle rock staircase.

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 2012 Budget</u>	<u>FY 2012 Actual</u>	<u>FY 2013 Budget</u>	<u>YTD 12/31/12 Actual</u>	<u>FY 2013 Y/E Estimate</u>	<u>FY 2014 Proposed</u>
Capital Improvements							
99-38-21000	TRANSFER FROM STREETS	0	0	150,000	0	0	40,000
99-38-51000	USE OF RESERVES	122,000	0	28,922	0	0	0
99-38-51350	USE OF RESERVES - SETTLEMENTS	387,760	0	300,000	0	154,000	146,000
99-38-56000	TRANSFER FROM SANITATION	90,000	0	100,000	0	0	110,000
99-38-59000	TRANSFER FROM QUEEN MINE	115,000	8,533	133,000	0	0	184,000
	Total Revenue	714,760	10,533	711,922	0	154,000	480,000
99-40-02100	O.K. STREET BRIDGE	0	0	150,000	0	150,000	0
99-40-05400	CASTLEROCK EROSION CONTROL	0	0	0	0	0	40,000
99-40-05601	COMPACTOR TRUCK	90,000	0	100,000	0	0	110,000
99-40-05901	INTERIOR RENOVATION - VC	0	0	15,000	0	0	8,000
99-40-05902	QM MINE CAR WHEELS	0	0	0	0	0	34,000
99-40-05903	QM RAIL SWITCH /TRACK REPLACEMENT	0	0	0	0	0	20,000
99-40-05904	QM LOCOMOTIVES	0	0	0	0	0	100,000
99-40-05905	QM LOCOMOTIVE BATTERY CHARGER	0	0	0	0	0	12,000
99-40-05906	RENOVATE QUEEN MINE RESTROOMS	100,000	4,500	100,000	0	0	0
99-40-05907	EXPAND ESCAPE TUNNEL	5,000	4,033	0	0	0	0
99-40-05908	QM PARKING LOT MAINTENANCE	0	0	0	0	0	10,000
99-40-05909	QM ELECTRICAL UPGRADES	10,000	0	0	0	0	0
99-40-05910	PENNY CRUSHER VENDING MACHINES	0	0	8,000	0	4,000	0
99-40-05911	QUEEN MINE LANDSCAPING	0	0	10,000	0	0	0
99-40-15402	INDUSTRIAL PARK DEVELOPMENT	0	4,900	0	5,000	5,000	0
99-40-16401	VEHICLE EXHAUST SYSTEM	22,000	0	0	24,826	24,826	0
99-40-99901	TRANSFER TO GEN FUND	12,760	0	0	0	0	0
99-40-99918	TRANSFER TO TRANSPORTATION GRANTS	100,000	0	28,922	0	0	0
99-40-99921	TRANSFER TO STREETS	350,000	90,561	300,000	0	154,000	146,000
99-40-99957	TRANSFER TO P.W. GRANTS	25,000	4,950	0	0	0	0
	Total Expenses	714,760	108,944	711,922	29,826	337,826	480,000
	Total Expenses - All Funds	24,243,122		24,869,653		12,334,828	28,811,189