Tentative Budget
Fiscal Year 2021

July 1, 2020 – June 30, 2021
Presented May 5th 2020

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GENERAL FUND

ACCOUNT NUMBER	ACCOUNT DESCRIPTION	2017-18 Actual	2018-19 Actual	2019-20 Budget	Dec 2019 YTD Actual	2020-21 Proposed
TAXES						
10-31-10000	CITY SALES TAX	1,503,682	1,574,251	1,600,000	823,209	1,830,000
10-31-10020	BED TAX	0	0	0	0	10,000
10-31-20200	STATE SALES TAX	501,275	522,381	545,600	280,538	586,846
10-31-24000	VEHICLE LICENSE TAX	269,616	272,909	303,500	136,661	298,508
10-31-24500	PROPERTY TAX	1,039,195	1,063,270	1,079,169	623,148	1,127,384
	TOTAL TAXES:	3,313,767	3,432,812	3,528,269	1,863,557	3,852,738
LICENSES & PERMITS						
10-32-10400	BUILDING/SIGN PERMITS	50,498	61,368	60,000	26,887	68,000
10-32-10401	CODE VIOLATION FINES	1,006	596	1,000	0	1,000
10-32-10402	COMMUNITY DVLPMNT FILING FEES	0	80	0	75	0
10-32-10600	BUSINESS LICENSES	44,586	40,520	45,000	17,009	51,600
10-32-10640	LIQUOR LICENSES	0	0	0	0	1,250
10-32-10650	SPECIAL EVENT LICENSES	4,024	78	3,000	589	2,200
10-32-10800	DOG LICENSE FEES/IMPOUND FEES	467	231	400	87	0
	TOTAL LICENSES & PERMITS:	100,582	102,873	109,400	44,647	124,050
INTERGOVERNMENTAL						
10-33-20100	URBAN REVENUE SHARING	646,671	628,751	687,200	336,800	756,560
	TOTAL INTERGOVERNMENTAL:	646,671	628,751	687,200	336,800	756,560
CHARGES FOR SERVICES						
10-34-10100	PLANNING/ZONING APPLICATIONS	5,069	22,461	5,000	1,650	5,700
10-34-10120	PLAN EXAMINATION FEE	13,765	2,486	12,000	25	2,000
10-34-10300	LIBRARY FEES	5,174	5,791	4,500	2,990	5,000
10-34-10501	CEMETERY PLOT FEES	4,925	2,500	5,000	2,240	5,000
10-34-10510	CEMETERY MAINTENANCE FEES	3,000	2,880	3,000	1,000	2,000
10-34-10700	PUBLIC COPY FEES	600	237	500	108	500
10-34-10702	CITY CLERK CLERICAL FEES	0	0	0	0	500
10-34-10862	VEHICLE IMPOUND FEES	7,825	6,450	12,000	8,720	14,000
10-34-10870	TOWING FEES	4,329	2,684	5,000	1,900	6,000
10-34-10880	PARKS USE PERMIT	9,004	4,939	10,000	8,535	10,000
10-34-10881	PARK PERMIT - UTILITY USE	0	300	0	295	600
10-34-11500	FRANCHISE FEES	203,050	201,240	200,000	52,262	200,000
10-34-15500	POOL ADMISSIONS	7,422	8,798	7,200	4,784	7,200
10-34-40066	AMBULANCE FEES	863,275	622,462	1,150,000	313,618	864,000
10-34-40067	WILDLAND FIRE SERVICES	38,590	45,891	45,000	0	20,000
10-34-40068	FIRE INSPECTION FEES	0	0	26,000	0	30,000
10-34-40069	FD OUT OF CITY SERVICES	0	1,561	10,000	3,806	5,000
10-34-40070	AMBULANCE SUBSCRIPTIONS	0	0	0	0	90,000
	TOTAL CHARGES FOR SERVICES:	1,166,028	930,679	1,495,200	401,934	1,267,500
FINES & FORFEITURES						
10-35-10502	MUNICIPAL COURT FINES	9	9	10	0	0
	TOTAL FINES & FORFEITURES:	9	9	10	0	0

ACCOUNT NUMBER	ACCOUNT DESCRIPTION	2017-18 Actual	2018-19 Actual	2019-20 Budget	Dec 2019 YTD Actual	2020-21 Proposed
MISCELLANEOUS						
10-36-10551	REFUNDS/ADJUSTMENTS	0	0	0	90	0
10-36-11062	SERVICE REIMB - POLICE DEPT	455	0	500	0	500
10-36-11063	POLICE VEHICLE USE FEES	280	2,730	1,000	280	1,000
10-36-11064	SERVICE REIMB - FIRE DEPT	4,900	-3,780	5,000	385	3,000
10-36-11087	INSURANCE REIMBURSEMENTS	2,647,798	49,971	5,000	3,757	5,000
10-36-11090	DEMA REIMBURSEMENT	15,021	0	0	0	0
10-36-11100	L.L.E.A.C. REVENUE FROM COUNTY	106	0	0	0	0
10-36-11600	OVER/SHORT	76	47	0	0	0
10-36-13039	RICO AUCTION REIMBURSMENTS	0	12,951	0	0	0
10-36-13500	RENTAL INCOME	51,502	66,577	58,400	29,202	58,400
10-36-13597	CITY AUCTION FUNDS	0	0	5,000	24,647	20,000
10-36-21000	INTEREST EARNED	5,695	10,107	17,000	14,449	36,000
	TOTAL MISCELLANEOUS:	2,725,833	138,603	91,900	72,810	123,900
CONTRIBUTIONS & TRANSFERS						
10-38-40000	DONATIONS - MISC	100	0	500	1,918	500
10-38-40088	DONATIONS - POLICE DEPT	1,000	29,600	1,000	2,300	1,500
10-38-40089	DONATIONS - POOL	15,141	15,005	15,000	0	0
10-38-40090	DONATIONS - FIRE DEPT	4,136	9,500	1,000	2,000	1,000
10-38-40091	DONATIONS - LIBRARY	2,851	2,151	2,000	4,467	5,000
10-38-50010	GAIN/LOSS ON DISPOSAL OF ASSET	-597	0	0	0	0
10-38-51000	USE OF RESERVES	0	0	376,843	0	113,358
10-38-94000	TRANSFER IN - GF CAPITAL RESERVES	0	0	75,000	37,500	0
10-38-99018	TRANSFERS FROM TRANS GRANTS	84,341	0	0	0	0
10-38-99054	TRANS FROM WW-LOAN REPAYMENT	400,000	0	0	0	0
10-38-99950	TRANSFERS FROM AIRPORT	0	0	8,376	4,188	0
10-38-99953	TRANSFER FRM POLICE SPECIALREV	1,299	0	0	0	0
10-38-99954	TRANSFERS FROM WWATER DEPT	259,906	0	0	0	0
10-38-99956	TRANSFERS FROM SANITATION	158,573	0	0	0	0
10-38-99959	TRANSFERS FROM QUEEN MINE FD	59,464	0	0	0	0
10-38-99998	GF INTERNAL SERVICES	0	1,722,731	1,310,791	655,395	1,325,901
10-38-99999	OTHER REVENUE & TRANSFERS	0	1,380	0	1,765	0
	TOTAL CONTRIBUTIONS & TRANSFERS:	986,214	1,780,367	1,790,510	709,534	1,447,259
	TOTAL GENERAL FUND REVENUE:	8,939,103	7,014,093	7,702,489	3,429,281	7,572,007

MAYOR & 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 David Smith
Ward I Councilmember William Higgins
Ward I Councilmember Leslie Johns
Ward II Councilmember Joan Hansen
Ward II Councilmember Joni Giacomino
Ward III Councilmember Anna Cline
Ward III Councilmember Louis Pawlik

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.

MAYOR & COUNCIL

ACCOUNT NUMBER	ACCOUNT DESCRIPTION	2017-18 Actual	2018-19 Actual	2019-20 Budget	Dec 2019 YTD Actual	2020-21 Proposed
10-50-11000	SALARIES - GENERAL	19,200	19,000	19,200	9,600	19,200
10-50-11100	F.I.C.A.	1,190	1,178	1,190	595	1,190
10-50-11200	MEDICARE	278	276	278	139	278
10-50-11700	WORKERS COMPENSATION	62	71	72	34	52
	MAYOR & COUNCIL PERSONNEL EXPENSE:	**20,731**	**20,525**	**20,740**	**10,368**	**20,720**
10-50-13100	BUSINESS TRAVEL	0	0	500	127	500
10-50-13400	EDUCATION & TRAINING	3,165	2,511	3,000	798	3,000
10-50-13500	SUBSCRIPTIONS & DUES	6,868	6,875	7,156	7,156	7,165
10-50-41500	OFFICE SUPPLIES	68	77	150	46	150
10-50-42020	PRINTING & REPRODUCTION	0	0	100	0	100
10-50-42040	ADVERTISING	179	0	0	0	0
10-50-43000	FOURTH OF JULY FIREWORKS	7,000	3,500	3,500	0	5,000
10-50-43500	POSTAGE	0	0	50	0	50
10-50-45300	CUSTODIAL SUPPLIES	176	0	0	0	0
10-50-46000	OPERATIONAL EXPENSES	995	515	1,400	787	1,400
10-50-99998	GF INTERNAL SERVICES	0	0	3,491	1,746	3,549
	TOTAL MAYOR & COUNCIL EXPENSE:	**39,181**	**34,003**	**40,087**	**21,028**	**41,634**

CITY MANAGER

The City of Bisbee operates under a Council-Manager form of government. The Mayor and Council appoint the City Manager. The City Manager is responsible for the day-to-day operations 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 administration of the City operating budget once approved by the Mayor and Council. In addition to the Charter responsibilities, the City Manager has the opportunity to serve the community and the region by participating with various agencies and groups.

CITY MANAGER

ACCOUNT NUMBER	ACCOUNT DESCRIPTION	2017-18 Actual	2018-19 Actual	2019-20 Budget	Dec 2019 YTD Actual	2020-21 Proposed
10-51-11000	SALARIES - GENERAL	96,867	119,052	120,016	46,369	112,008
10-51-11100	F.I.C.A.	6,220	8,520	7,441	2,896	6,944
10-51-11200	MEDICARE	1,455	1,993	1,740	677	1,624
10-51-11300	A.S.R.S.	11,178	9,090	14,534	5,615	13,687
10-51-11500	MEDICAL INSURANCE	4,617	3,983	5,632	2,347	5,939
10-51-11501	STANDARD DISABILITY INSURANCE	297	202	269	135	269
10-51-11505	DEFERRED COMP	676	541	811	406	811
10-51-11506	DEFERRED COMP ICMA-RC	6,000	18,000	0	0	0
10-51-11510	DENTAL INSURANCE	563	477	715	298	737
10-51-11600	LIFE INSURANCE	105	84	126	53	126
10-51-11700	WORKERS COMPENSATION	329	447	451	163	302
10-51-11800	STATE UNEMPLOYMENT	2,160	0	0	0	0
	CITY MANAGER PERSONNEL EXPENSE:	**130,467**	**162,389**	**151,735**	**58,958**	**142,447**
10-51-11990	REIMBURSED ERE-BISBEE BUS	-42	0	0	0	0
10-51-13100	BUSINESS TRAVEL	1,499	3,295	2,100	1,056	2,100
10-51-13400	EDUCATION & TRAINING	1,072	1,561	600	65	1,250
10-51-13500	SUBSCRIPTIONS & DUES	2,529	1,544	1,300	223	1,400
10-51-24000	PHONES	888	662	900	334	900
10-51-31000	PROFESSIONAL FEES	62,771	11,116	0	6,484	0
10-51-41500	OFFICE SUPPLIES	40	46	300	15	200
10-51-42030	BOOKS & REFERENCE MATERIALS	0	0	0	0	100
10-51-42040	ADVERTISING	0	155	0	0	0
10-51-42050	NON CAP ADMIN EQUIP/FURN	0	1,307	0	0	0
10-51-43500	POSTAGE	0	1	30	19	50
10-51-46000	OPERATIONAL EXPENSES	12,578	7,397	3,000	7,156	3,000
10-51-99998	GF INTERNAL SERVICES	0	17,945	15,260	7,630	14,112
	TOTAL CITY MANAGER EXPENSE:	**211,803**	**207,417**	**175,225**	**81,940**	**165,559**

FINANCE

The Finance Department provides fiscal oversight, accounting, financial, and internal audit services for the City, along with overseeing the procurement and risk management functions. The department plays a vital role working with the City Manager on the preparation and implementation of the Annual Budget. The department provides utility billing services for the Sanitation and Waste Water Funds with staff dedicated to monitor and collect delinquent sewer and garbage accounts by placing liens on properties with delinquent accounts, executing payment plans and promissory notes, submitting individuals to debt collection agencies, and coordinating the termination of sewer and trash services.

Finance consists five employees:

- Finance Director
- Accountant/Collections
- Accountant/Payroll
- Accounts Receivable Clerk
- Accounts Payable Clerk

FINANCE

ACCOUNT NUMBER	ACCOUNT DESCRIPTION	2017-18 Actual	2018-19 Actual	2019-20 Budget	Dec 2019 YTD Actual	2020-21 Proposed
10-52-11000	SALARIES - GENERAL	182,743	190,419	223,550	93,685	222,926
10-52-11001	OVERTIME - GENERAL	486	66	1,300	0	1,300
10-52-11050	SALARIES - PART TIME	13,574	17,242	26,520	0	0
10-52-11100	F.I.C.A.	12,749	13,279	15,585	5,738	13,902
10-52-11200	MEDICARE	2,982	3,105	3,645	1,342	3,251
10-52-11300	A.S.R.S.	22,396	24,866	30,434	10,353	23,834
10-52-11301	A.S.R.S. - ALT CONTRIBUTION	0	0	0	819	2,973
10-52-11500	MEDICAL INSURANCE	18,197	17,922	22,527	7,439	11,879
10-52-11501	STANDARD DISABILITY INSURANCE	877	1,080	1,062	483	1,069
10-52-11502	MEDICAL INS DEPENDENT SUPPL.	0	0	0	1,338	2,676
10-52-11505	DEFERRED COMP	4,091	4,733	4,869	2,231	4,057
10-52-11510	DENTAL INSURANCE	2,026	2,106	2,670	1,383	3,217
10-52-11600	LIFE INSURANCE	562	378	630	263	567
10-52-11700	WORKERS COMPENSATION	685	792	944	329	968
	FINANCE PERSONNEL EXPENSE:	**261,368**	**275,987**	**333,736**	**125,402**	**292,619**
10-52-11990	REIMBURSED ERE-BISBEE BUS	-1,241	-551	-900	0	0
10-52-13100	BUSINESS TRAVEL	2,051	2,737	2,500	0	2,000
10-52-13400	EDUCATION & TRAINING	1,269	1,317	2,000	0	1,500
10-52-13500	SUBSCRIPTIONS & DUES	340	320	200	0	200
10-52-24000	PHONES	467	441	0	220	0
10-52-31000	PROFESSIONAL FEES	2,690	3,200	0	0	0
10-52-31200	AUDITING & ACCOUNTING	32,000	33,000	37,000	34,000	37,000
10-52-34000	CONTRACT SERVICES	21,211	34,628	45,000	19,970	40,000
10-52-36000	MAINTENANCE &SUPPORT AGREEMNT	0	30	0	0	0
10-52-41500	OFFICE SUPPLIES	1,613	2,933	2,000	923	2,000
10-52-42000	ADMIN SPECIAL SUPPLIES	957	1,252	1,800	541	1,500
10-52-42030	BOOKS & REFERENCE MATERIALS	750	750	1,000	674	1,000
10-52-42040	ADVERTISING	2,712	3,653	2,800	0	4,000
10-52-42050	NON CAP ADMIN EQUIP/FURN	184	519	1,000	250	1,000
10-52-43100	FEES- FUND MANAGEMENT	6,117	3,334	5,000	4,960	10,000
10-52-43110	CREDIT CARD FEES	12,277	9,009	13,000	4,180	10,000
10-52-43120	OTHER FEES	0	225	250	2,283	250
10-52-43500	POSTAGE & METER TAPES	12,125	10,966	12,800	5,725	12,000
10-52-46000	OPERATIONAL EXPENSES	641	194	1,000	246	600
10-52-99998	GF INTERNAL SERVICES	0	35,890	44,030	22,015	38,733
	TOTAL FINANCE EXPENSE:	**357,532**	**419,832**	**504,216**	**221,390**	**454,402**

CITY CLERK

The City Clerk's Office is responsible to the Mayor and Council, serves as the repository for all City records and correspondence, and maintains and monitors the recordkeeping and filing of City documents. The Clerk's Office maintains, updates and monitors the Laser Fiche Documents 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 website management, processing telephone calls and daily mail, administering the oath of office, scheduling meetings for staff, and ensuring video equipment and recording system for meetings are operational. 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 Department consists of two employees:

- City Clerk
- Deputy City Clerk

CITY CLERK

ACCOUNT NUMBER	ACCOUNT DESCRIPTION	2017-18 Actual	2018-19 Actual	2019-20 Budget	Dec 2019 YTD Actual	2020-21 Proposed
10-53-11000	SALARIES - GENERAL	94,144	98,358	98,426	49,213	98,426
10-53-11001	OVERTIME - GENERAL	0	0	1,000	0	1,000
10-53-11050	SALARIES - PART TIME	1,925	0	0	0	0
10-53-11100	F.I.C.A.	5,440	6,195	6,164	3,049	6,164
10-53-11200	MEDICARE	1,272	1,449	1,442	713	1,442
10-53-11300	A.S.R.S.	10,872	11,599	12,040	5,927	12,150
10-53-11500	MEDICAL INSURANCE	5,989	5,974	5,632	2,617	5,939
10-53-11501	STANDARD DISABILITY INSURANCE	360	426	393	197	393
10-53-11505	DEFERRED COMP	1,758	1,623	1,623	811	1,623
10-53-11510	DENTAL INSURANCE	731	715	715	358	1,473
10-53-11600	LIFE INSURANCE	273	252	252	126	252
10-53-11700	WORKERS COMPENSATION	326	369	373	173	268
	CITY CLERK PERSONNEL EXPENSE:	**123,091**	**126,960**	**128,060**	**63,184**	**129,130**
10-53-13100	BUSINESS TRAVEL	919	1,200	1,500	115	1,500
10-53-13400	EDUCATION & TRAINING	325	500	1,200	50	1,200
10-53-13500	SUBSCRIPTIONS & DUES	385	440	500	255	500
10-53-24000	PHONES	317	483	560	224	560
10-53-34000	CONTRACT SERVICES	0	1,281	6,000	1,281	6,000
10-53-36000	MAINTENANCE &SUPPORT AGREEMNT	1,281	0	1,281	0	0
10-53-41500	OFFICE SUPPLIES	722	885	1,000	466	1,000
10-53-42040	ADVERTISING	4,804	2,540	2,500	1,092	3,000
10-53-42050	NON CAP ADMIN EQUIP/FURN	0	992	1,000	0	1,000
10-53-43500	POSTAGE	165	210	200	95	200
10-53-46000	OPERATIONAL EXPENSES	32	64	250	50	250
10-53-46531	ELECTION EXPENSE	0	6,120	10,000	0	13,000
10-53-99998	GF INTERNAL SERVICES	0	17,945	15,173	7,587	14,661
	TOTAL CITY CLERK EXPENSES:	**132,042**	**159,620**	**169,224**	**74,400**	**172,001**

COMMUNITY DEVELOPMENT

The Community Development Department originally existed to provide the community with services that enhance the quality of life and improve economic opportunities. The department was responsible for Planning and Zoning, Animal Shelter, and the Bisbee Bus Transit System. In addition, the department provided staff liaisons commissions now served as follows: Bisbee Arts Commission, the Committee on Disability Issues, Transit Advisory Committee, and the Community Sustainability Commission.

The Community Development Department does not currently have any employees. The Animal Shelter is contracted out to the Friends of the Bisbee Animal Shelter and the Bisbee Bus Transit System is being managed by the Public Works Department with some assistance from Finance.

The FY20-21 budget proposes a part-time employee to assist the building inspector, fire marshal, planning and zoning duties and other clerical duties depending on time remaining. (The part-time position budgeted in Finance (5 FT/1 PT) in FY 19-20 would instead cover this position.)

COMMUNITY DEVELOPMENT

ACCOUNT NUMBER	ACCOUNT DESCRIPTION	2017-18 Actual	2018-19 Actual	2019-20 Budget	Dec 2019 YTD Actual	2020-21 Proposed
10-54-11000	SALARIES - GENERAL	4,707	208	0	0	0
10-54-11050	SALARIES - PART TIME	0	0	0	0	13,182
10-54-11100	F.I.C.A.	838	564	0	0	817
10-54-11200	MEDICARE	196	132	0	0	191
10-54-11700	WORKERS COMPENSATION	247	34	0	0	35
10-54-11800	STATE UNEMPLOYMENT	835	0	0	0	0
	COMM. DEVELOPMENT PERSONNEL EXPENSE:	**6,822**	**938**	**0**	**0**	**14,225**
10-54-11990	REIMBURSED ERE-BISBEE BUS	-705	-713	0	0	0
10-54-13400	EDUCATION & TRAINING	0	368	0	0	0
10-54-21000	ELECTRIC - SHELTER	2,457	2,429	2,500	1,154	2,500
10-54-22000	WATER - SHELTER	1,115	1,185	1,200	573	1,200
10-54-22550	SEWER & GARBAGE - SHELTER	679	629	700	343	700
10-54-24000	PHONES-SHELTER	362	380	400	212	450
10-54-24001	INTERNET FEES - SHELTER	891	943	850	482	960
10-54-31000	PROFESSIONAL FEES	0	18,073	0	0	0
10-54-34000	CONTRACT SERVICES	1,219	22,578	30,000	14,100	15,000
10-54-41500	OFFICE SUPPLIES	25	0	0	20	0
10-54-42020	PRINTING & REPRODUCTION	0	0	250	0	250
10-54-42040	ADVERTISING	604	129	250	0	250
10-54-42050	NON CAP ADMIN EQUIP/FURN	331	0	0	0	0
10-54-43500	POSTAGE	368	532	400	589	1,500
10-54-46000	OPERATIONAL EXPENSES	486	1,499	1,500	646	1,300
10-54-46541	ECONOMIC DEVELOPMENT	9,539	1,300	10,000	0	0
10-54-46542	ANIMAL SHELTER EXPENSES	72,067	71,492	80,000	81,140	85,000
10-54-50100	BLDG REPAIR & MAINT-SHELTER	0	3,719	2,500	0	2,500
10-54-99998	GF INTERNAL SERVICES	0	17,945	12,645	6,323	11,726
	TOTAL COMM. DEVELOPMENT EXPENSE:	**96,259**	**143,425**	**143,195**	**105,581**	**137,561**

ADMINISTRATION AND GENERAL GOVERNMENT

The Administration and General Government department accounts for the general operating expenses for City Hall such as utilities, telephone, copier maintenance fees, liability insurance, special supplies and fuel. This fund also includes transfers to Bisbee Bus (if needed) to supplement the City's required match contribution to the operation and transfers to other funds as needed to cover budget shortfalls. This department is for recording operating expenses and does not have any employees.

ADMINISTRATION & GENERAL GOVERNMENT

ACCOUNT NUMBER	ACCOUNT DESCRIPTION	2017-18 Actual	2018-19 Actual	2019-20 Budget	Dec 2019 YTD Actual	2020-21 Proposed
10-55-11000	SALARIES - GENERAL	6,165	0	0	157	0
10-55-11050	SALARIES - PART TIME	12,290	0	0	0	0
10-55-11100	F.I.C.A.	1,147	0	0	10	0
10-55-11200	MEDICARE	268	0	0	2	0
10-55-11300	A.S.R.S.	561	0	0	16	0
10-55-11500	MEDICAL INSURANCE	458	0	0	0	0
10-55-11505	DEFERRED COMPENSATION	68	0	0	0	0
10-55-11510	DENTAL INSURANCE	56	0	0	0	0
10-55-11600	LIFE INSURANCE	11	0	0	0	0
10-55-11700	WORKERS COMPENSATION	60	0	0	8	0
	ADMIN & GEN GOVT PERSONNEL EXPENSE:	21,084	0	0	194	0
10-55-13500	SUBSCRIPTIONS & MEMBERSHIPS	0	3,115	3,500	400	1,000
10-55-21000	ELECTRIC	6,583	2,141	9,000	3,653	9,000
10-55-22000	WATER	1,554	3,079	1,800	1,018	1,800
10-55-22550	SEWER AND GARBAGE SERV.	1,563	1,608	4,900	2,412	4,900
10-55-23000	GAS	122	1,303	3,600	383	2,500
10-55-24000	PHONES	12,562	13,050	8,000	5,201	8,000
10-55-24110	RENT/LEASE	120	13,569	1,000	804	1,000
10-55-31000	PROFESSIONAL FEES	7,004	3,916	0	2,715	2,800
10-55-34000	CONTRACT SERVICES	2,345	2,944	9,000	2,498	9,000
10-55-37000	PROPERTY, CASUALTY, LIABILITY	131,432	117,555	90,000	73,329	96,350
10-55-37100	INSURANCE CLAIMS & DEDUCTIBLES	5,000	0	5,000	0	5,000
10-55-41500	OFFICE SUPPLIES	1,402	2,599	2,000	1,160	2,000
10-55-42050	NON CAP ADMIN EQUIP/FURN	358	233	500	0	500
10-55-43500	POSTAGE	807	493	500	462	500
10-55-44000	HEALTH REIMBURSEMENT	1,387	3,086	0	211	0
10-55-46000	OPERATIONAL EXPENSES	26,594	4,581	2,000	1,959	2,000
10-55-46100	FIRE REPLACEMENT EXPENSE	0	34,464	0	0	0
10-55-62003	GASOLINE	1,221	0	2,000	0	0
10-55-91000	CAPITAL EXPENDITURES	0	4,000	0	0	0
10-55-99050	TRANSFER TO AIRPORT	0	0	3,354	0	0
10-55-99085	TRANSFERS TO DEBT SERVICE	0	-56,986	0	0	0
10-55-99096	TRANSFER TO BISBEE BUS	0	0	42,344	0	50
10-55-99998	GF INTERNAL SERVICES	0	107,671	24,708	12,354	13,642
	TOTAL ADMIN & GEN GOVT EXPENSE:	**221,135**	**262,422**	**213,206**	**108,751**	**160,042**

PERSONNEL

The Personnel Department, reporting to the City Manager, is responsible for administration of benefits and all personnel actions throughout the employment lifecycle. The Personnel Department ensures the City complies with employment related State and Federal laws, the City Charter, City Code, and the City Personnel Rules and Regulations. The Personnel Director serves as the Staff Liaison to the Civil Service Commission, the Employee Council, the Police and Fire Advisory Council, and the Public Safety Personnel Retirement System.

This department consists of one Personnel Director.

PERSONNEL

ACCOUNT NUMBER	ACCOUNT DESCRIPTION	2017-18 Actual	2018-19 Actual	2019-20 Budget	Dec 2019 YTD Actual	2020-21 Proposed
10-56-11000	SALARIES - GENERAL	54,148	43,725	55,016	26,000	52,000
10-56-11001	OVERTIME	0	28	0	0	0
10-56-11050	SALARIES - PART TIME	0	4,723	0	0	0
10-56-11100	F.I.C.A.	3,409	3,003	3,411	1,578	3,224
10-56-11200	MEDICARE	797	702	798	369	754
10-56-11300	A.S.R.S.	6,248	5,432	6,662	3,146	6,354
10-56-11500	MEDICAL INSURANCE	5,761	3,983	5,632	0	0
10-56-11501	STANDARD DISABILITY INSURANCE	157	179	269	0	269
10-56-11505	DEFERRED COMP	845	676	811	406	811
10-56-11510	DENTAL INSURANCE	382	175	715	0	737
10-56-11600	LIFE INSURANCE	131	84	129	63	126
10-56-11700	WORKERS COMPENSATION	182	179	207	91	140
	PERSONNEL EXPENSE:	**72,061**	**62,890**	**73,650**	**31,653**	**64,415**
10-56-12500	RECRUITMENT/EMPLOYEE TESTING	0	0	500	669	2,000
10-56-13100	BUSINESS TRAVEL	593	460	500	259	500
10-56-13400	EDUCATION & TRAINING	437	420	500	0	2,000
10-56-13500	SUBSCRIPTIONS & DUES	1,190	1,032	1,200	0	500
10-56-24000	PHONES	536	503	800	232	500
10-56-41500	OFFICE SUPPLIES	447	464	500	182	500
10-56-42020	PRINTING & REPRODUCTION	355	0	200	25	200
10-56-42030	BOOKS & REFERENCE MATERIALS	0	0	200	0	0
10-56-42040	ADVERTISING	985	1,555	800	0	1,000
10-56-42050	NON CAP ADMIN EQUIP/FURN	0	20	150	448	200
10-56-43500	POSTAGE	16	143	150	24	100
10-56-46000	OPERATIONAL EXPENSES	19	983	500	177	500
10-56-99998	GF INTERNAL SERVICES	0	0	7,598	3,799	6,748
	TOTAL PERSONNEL EXPENSE:	**76,637**	**68,470**	**87,248**	**37,468**	**79,163**

LEGAL SERVICES

The Mayor and City Council currently contract for legal service with The Ledbetter Law Firm, PLC. to provide legal counsel to the City Council and the City staff, pursue actions to enforce the City Code and legal obligations, as requested by City Officials, represent the City in lawsuits and work with designated outside counsel. The Ledbetter Law Firm assists in drafting ordinances and finalizing resolutions for consideration by City Council, and provides staff support for various boards and commissions.

LEGAL SERVICES

ACCOUNT NUMBER	ACCOUNT DESCRIPTION	2017-18 Actual	2018-19 Actual	2019-20 Budget	Dec 2019 YTD Actual	2020-21 Proposed
10-57-13500	SUBSCRIPTIONS & DUES	197	0	0	0	0
10-57-31100	PROFESSIONAL FEES - LEGAL	60,000	1,434	0	931	0
10-57-34000	CONTRACT SERVICES	0	60,000	120,000	50,000	120,000
10-57-46000	OPERATIONAL EXPENSES	0	0	0	550	0
10-57-99998	GF INTERNAL SERVICES	0	0	11,448	5,724	11,182
	TOTAL LEGAL SERVICES EXPENSE:	**60,197**	**61,434**	**131,448**	**57,205**	**131,182**

WATER SYSTEMS

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. Upper Tombstone/West Boulevard are served by separate pumps which boost the pressure to assure ample firefighting water supply and pressure. Maintenance of this system is handled by Public Works. Expenditures of this department include expenses attendant to the system, and do not include personnel costs.

WATER SYSTEMS

ACCOUNT NUMBER	ACCOUNT DESCRIPTION	2017-18 Actual	2018-19 Actual	2019-20 Budget	Dec 2019 YTD Actual	2020-21 Proposed
10-58-21000	ELECTRIC	3,361	2,864	3,000	1,350	3,000
10-58-55000	EQUIPMENT REPAIR & MAINT	5,300	2,226	10,000	0	10,000
10-58-99998	GF INTERNAL SERVICES	0	0	1,717	858	1,211
	TOTAL WATER SYSTEMS EXPENSE:	**8,661**	**5,090**	**14,717**	**2,208**	**14,211**

INFORMATION SYSTEMS

The Information Systems Department funds the purchase, maintenance, email, website hosting and consulting services for City-wide computer systems, and internet access for City Hall. The department does not fund any employees but provides for the services of consultants for City-wide computer systems. The department does not fund department specific hardware or software.

INFORMATION SYSTEMS

ACCOUNT NUMBER	ACCOUNT DESCRIPTION	2017-18 Actual	2018-19 Actual	2019-20 Budget	Dec 2019 YTD Actual	2020-21 Proposed
10-59-13500	SUBSCRIPTIONS & DUES	0	9,962	13,132	2,878	12,000
10-59-24000	PHONES	60	0	0	0	0
10-59-24001	T1 LINE FOR INTERNET ACCESS	7,237	6,908	0	1,240	0
10-59-31000	PROFESSIONAL FEES	31,359	53,533	50,000	21,865	50,000
10-59-34000	CONTRACT SERVICES	31,411	4,961	4,961	5,702	5,500
10-59-36000	MAINTENANCE &SUPPORT AGREEMNT	890	0	0	0	0
10-59-46000	OPERATIONAL EXPENSES	1,073	3,686	1,500	8	1,500
10-59-55200	NON CAP EQUIP PURCHASES	4,678	13,430	2,000	493	2,000
10-59-99998	GF INTERNAL SERVICES	0	17,945	6,830	3,415	6,616
	TOTAL INFORMATION SYSTEMS EXPENSE:	**76,709**	**110,426**	**78,423**	**35,601**	**77,616**

POLICE DEPARTMENT

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 the 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, and traffic, misdemeanor and felony violations. Under the Intergovernmental Agreements with Cochise County, Arizona Department of Public Safety, D.E.A., U.S. Border Patrol, and surrounding Fire Districts, the department provides assistance with service calls, maintains records of incidents, and provides reports to City, County, State, and Federal jurisdictions, as well as attorneys for City, State, and Federal prosecutions and for courts in City, State, and Federal justice systems. The Bisbee Police Department maintains a 24-hour dispatch and 9-1-1 Enhanced Systems. The dispatch center handles calls for police, fire, and ambulance.

The Police Department consists of 30 employees, 3 police volunteers, and the Arizona Rangers Bisbee Company:

- 1 Police Chief
- 1 Deputy Police Chief
- 2 Police Sergeants
- 12 Police Officers
- 3 Police Officer-Reserve (2 vacant)
- 4 Communications Officers (3 FT/1 PT)
- 1 Animal Control Officer
- 1 Impound Custodian
- 2 Records Clerks/Dispatch

POLICE DEPARTMENT

ACCOUNT NUMBER	ACCOUNT DESCRIPTION	2017-18 Actual	2018-19 Actual	2019-20 Budget	Dec 2019 YTD Actual	2020-21 Proposed
10-62-11000	SALARIES - GENERAL	719,382	705,576	775,723	356,897	839,530
10-62-11001	OVERTIME - GENERAL	67,938	96,331	88,101	62,070	88,708
10-62-11050	SALARIES - PART TIME	72,708	110,379	111,905	60,853	62,584
10-62-11090	REIMBURSED OVERTIME - DHLS	-6,710	0	0	0	0
10-62-11100	F.I.C.A.	49,274	56,110	60,495	29,327	61,431
10-62-11200	MEDICARE	11,524	13,123	14,148	6,859	14,367
10-62-11300	A.S.R.S.	13,419	13,981	14,169	6,518	11,434
10-62-11301	A.S.R.S - ALT CONTRIBUTION	5,009	4,623	4,244	2,963	8,086
10-62-11400	A.P.S.P.R.S.	596,176	510,716	658,471	297,719	709,467
10-62-11500	MEDICAL INSURANCE	90,796	87,120	101,373	47,317	124,727
10-62-11501	STANDARD DISABILITY INSURANCE	5,633	6,900	7,522	2,721	7,971
10-62-11502	MEDICAL INS DEPENDENT SUPPL.	0	0	2,129	6,157	12,314
10-62-11505	DEFERRED COMP	14,468	13,051	15,417	6,742	17,040
10-62-11510	DENTAL INSURANCE	8,393	9,217	10,888	4,422	11,736
10-62-11600	LIFE INSURANCE	2,205	2,111	2,394	1,061	2,646
10-62-11700	WORKERS COMPENSATION	39,110	51,901	55,086	24,189	41,037
10-62-11800	STATE UNEMPLOYMENT	0	1,081	0	0	0
	POLICE DEPARTMENT PERSONNEL EXPENSE:	**1,689,325**	**1,682,220**	**1,922,065**	**915,815**	**2,013,078**

POLICE DEPARTMENT

ACCOUNT NUMBER	ACCOUNT DESCRIPTION	2017-18 Actual	2018-19 Actual	2019-20 Budget	Dec 2019 YTD Actual	2020-21 Proposed
10-62-11990	REIMBURSED ERE's - DHLS	-8,093	0	0	0	0
10-62-12300	UNIFORMS & CLOTHING	16,179	17,079	15,850	8,530	17,100
10-62-12500	RECRUITMENT/EMPLOYEE TESTING	1,324	3,272	1,500	412	1,500
10-62-12600	VACCINES	614	0	1,000	0	1,000
10-62-12700	CANCER INS POLICY	550	650	1,400	650	1,400
10-62-13100	BUSINESS TRAVEL	1,348	11,888	12,000	2,013	4,000
10-62-13400	EDUCATION & TRAINING	1,606	3,570	2,000	11,213	12,000
10-62-13500	SUBSCRIPTIONS & MEMBERSHIPS	310	915	1,425	809	1,425
10-62-21000	ELECTRIC	12,742	12,974	14,000	5,962	14,000
10-62-22000	WATER	767	911	1,000	421	1,000
10-62-22550	SEWER AND GARBAGE SERV.	1,828	1,689	1,800	921	1,800
10-62-23000	GAS	1,074	1,317	1,200	342	1,200
10-62-24000	PHONES	10,515	11,016	10,500	5,385	10,500
10-62-24001	INTERNET ACCESS FEES	9,670	10,725	12,000	5,408	12,000
10-62-24110	RENT/LEASE	10	0	0	0	0
10-62-34000	CONTRACT SERVICES	3,334	19,548	36,000	14,961	71,000
10-62-34100	DOC WORKERS	1,209	1,296	1,500	576	1,500
10-62-36000	MAINTENANCE &SUPPORT AGREEMNT	7,678	0	8,000	6,075	7,000
10-62-41500	OFFICE SUPPLIES	3,965	2,651	4,000	2,834	4,000
10-62-42020	PRINTING/REPRODUCTION	0	22	0	0	0
10-62-42030	BOOKS & REFERENCE MATERIALS	273	298	400	491	400
10-62-42050	NON CAP ADMIN EQUIP/FURN	653	0	500	1,208	2,000
10-62-43500	POSTAGE	73	2,791	1,000	314	1,000
10-62-45100	DISPOSABLE EQUIP & TOOLS	622	387	1,000	270	1,000
10-62-45300	CUSTODIAL SUPPLIES	753	2,340	1,200	1,825	1,000
10-62-46000	OPERATIONAL EXPENSES	10,665	4,435	11,700	1,346	12,500
10-62-46621	AMMUNITION	2,412	1,908	3,000	1,075	3,000
10-62-46622	RICO AUCTION EXPENSES	0	3,576	3,000	0	3,000
10-62-46623	CITY AUCTION EXPENSES	278	418	1,000	1,469	1,500
10-62-46624	MOVING, TOWING, STORAGE EXP	5,539	4,929	6,000	4,326	6,000
10-62-46626	ANIMAL CONTROL EXPENSE	34	669	1,000	346	1,000
10-62-47000	PERMITS & LICENSES	0	5,229	6,000	0	0
10-62-50100	BLDG REPAIR & MAINT	5,953	4,586	4,000	420	4,000
10-62-55000	EQUIPMENT REPAIR & MAINT	1,738	1,686	5,000	1,935	5,000
10-62-55200	NON CAP EQUIP PURCHASES	60	1,239	3,000	538	3,000
10-62-61000	VEHICLE PARTS & LABOR	24,723	29,424	18,000	15,510	18,000
10-62-62003	GASOLINE	28,120	21,508	20,000	9,740	20,000
10-62-62004	DIESEL	0	94	5,000	174	500
10-62-91000	CAPITAL EXPENDITURES	-597	32,241	50,000	7,418	5,000
10-62-99998	GF INTERNAL SERVICES	0	251,232	208,735	104,367	210,211
	TOTAL POLICE DEPARTMENT EXPENSE:	**1,837,256**	**2,150,734**	**2,396,775**	**1,135,101**	**2,473,614**

FIRE DEPARTMENT

The Fire Department is headed by the Fire Chief, who reports to the City Manager. The Fire Department has five basic functional responsibilities:

Fire Suppression: include residential, automobile, and urban/wildland interface fires. Bisbee Fire Department practices fast attack firefighting in order to minimize the risk to life, property, and the environment.

Emergency Medical Services: are provided twenty-four hours a day by advanced life support personnel. Requests for medical aid constitute the majority of calls answered by the Fire Department. Fire Department paramedics and EMT's respond to most medical calls within three minutes.

Fire Prevention: is responsible for hazard abatement enforcement, approval of building plans, public education, environmental protection and fire safety inspections. The small number of structure fires fought annually in the City is an indication of the prevention bureau's efficacy.

Training: of the Fire Department personnel is conducted in accordance with county, state and federal standards. Firefighters, EMT's and paramedics receive updates on advances in technology, and participate in continuing education. To control costs, training is conducted in-house whenever possible.

Transfers: inter-facility transfer of patients to the hospital in Sierra Vista.

The costs of operating the department are supplemented by 911 transports as well as inter-facility transfers, and out-of-city limits emergency calls billed to customers' insurance providers.

Fiscal Year 2020-2021 Budget Highlights

The Fire Department is seeking grant funding for equipment. Please see "Public Safety – Fire Grants" fund for more detailed information.

Bisbee Fire Department and the City of Bisbee have a new fire protection service called Banning Creek Fire Wise. All program generated revenue has been used for wildland and urban interface equipment.

The Fire Department consist of 22 employees:

- Fire Chief
- 2 Fire Captains/Paramedic
- 1 Fire Lieutenant/Paramedic (vacant)
- 1 Fire Captain/EMT
- 2 Fire Lieutenants/EMT
- 5 Firefighters/Paramedic (1 vacant)
- 8 Firefighters/EMT
- 1 Rover Firefighter (vacant)
- 1 Fire Marshal

FIRE DEPARTMENT

ACCOUNT NUMBER	ACCOUNT DESCRIPTION	2017-18 Actual	2018-19 Actual	2019-20 Budget	Dec 2019 YTD Actual	2020-21 Proposed
10-64-11000	SALARIES - GENERAL	858,660	815,727	790,616	424,558	856,531
10-64-11001	OVERTIME - GENERAL	147,462	160,754	182,573	57,093	112,442
10-64-11100	F.I.C.A.	16	0	0	0	0
10-64-11200	MEDICARE	13,480	14,100	14,111	6,917	14,050
10-64-11400	A.P.S.P.R.S.	616,270	865,682	774,247	380,867	751,472
10-64-11500	MEDICAL INSURANCE	108,267	107,531	107,005	48,341	118,788
10-64-11501	STANDARD DISABILITY INSURANCE	6,379	7,892	7,462	3,555	7,987
10-64-11502	MEDICAL INS DEPENDENT SUPPL.	0	0	2,551	6,411	12,822
10-64-11505	DEFERRED COMP	16,094	15,823	16,229	7,612	17,040
10-64-11510	DENTAL INSURANCE	10,135	9,246	9,320	4,890	11,736
10-64-11600	LIFE INSURANCE	2,541	2,457	2,520	1,208	2,646
10-64-11700	WORKERS COMPENSATION	43,686	50,717	53,594	23,933	47,619
	FIRE DEPARTMENT PERSONNEL EXPENSE:	**1,822,990**	**2,049,929**	**1,960,228**	**965,384**	**1,953,133**

FIRE DEPARTMENT

ACCOUNT NUMBER	ACCOUNT DESCRIPTION	2017-18 Actual	2018-19 Actual	2019-20 Budget	Dec 2019 YTD Actual	2020-21 Proposed
10-64-12300	UNIFORMS & CLOTHING	14,772	17,822	15,000	6,208	15,000
10-64-12400	TURNOUT GEAR	0	0	0	0	8,000
10-64-12500	RECRUITMENT/EMPLOYMENT TESTING	135	1,981	500	0	700
10-64-12600	VACCINES	990	-31	300	0	0
10-64-12700	CANCER INS POLICY	900	950	950	1,000	950
10-64-13100	BUSINESS TRAVEL	1,900	1,628	2,000	1,160	2,000
10-64-13400	EDUCATION & TRAINING	9,085	12,153	20,000	4,632	12,000
10-64-13500	SUBSCRIPTIONS & DUES	669	3,282	100	100	100
10-64-21000	ELECTRIC	8,071	7,160	10,000	3,161	10,000
10-64-22000	WATER	1,348	997	2,000	480	1,500
10-64-22550	SEWER AND GARBAGE SERV.	2,648	2,442	2,700	1,332	2,700
10-64-23000	GAS	3,169	4,090	3,000	876	3,500
10-64-24000	PHONES	6,488	6,024	5,000	2,841	5,000
10-64-24001	INTERNET ACCESS FEES	792	832	800	410	900
10-64-31000	PROFESSIONAL FEES	0	4,125	0	0	0
10-64-34000	CONTRACT SERVICES	29,056	6,396	7,000	2,813	7,000
10-64-34010	AMBULANCE BILLING SERVICES	24,642	30,283	25,000	8,276	25,000
10-64-40067	WILDLAND FIRE SVCS EXPENSE	6,759	3,707	40,000	0	20,000
10-64-40069	OUT OF CITY SERVICES	0	0	0	0	5,000
10-64-41500	OFFICE SUPPLIES	1,123	210	1,200	204	500
10-64-42030	BOOKS & REFERENCE MATERIALS	145	0	200	334	200
10-64-42050	NON CAP ADMIN EQUIP/FURN	2,329	2,467	5,000	4,193	5,000
10-64-43500	POSTAGE	233	33	50	20	50
10-64-45100	DISPOSABLE EQUIP & TOOLS	3,813	1,107	6,000	1,658	5,000
10-64-45300	CUSTODIAL SUPPLIES	2,045	4,385	2,500	1,593	2,500
10-64-46000	OPERATIONAL EXPENSES	23,248	9,765	20,000	5,602	22,500
10-64-46100	FIRE REPLACEMENT EXPENSE	0	1,481	0	0	500
10-64-46641	MEDICAL SUPPLIES	47,704	46,415	35,000	17,346	35,000
10-64-47000	PERMITS & LICENSES	1,300	1,000	1,000	500	1,000
10-64-50100	BLDG REPAIR & MAINT	1,971	4,001	10,000	1,293	10,000
10-64-55000	EQUIPMENT REPAIR & MAINT	7,386	2,805	10,000	256	10,000
10-64-55200	NON CAP EQUIP PURCHASES	3,525	1,950	2,000	2,258	2,000
10-64-61000	VEHICLE PARTS & LABOR	47,464	49,092	45,000	18,221	45,000
10-64-62003	GASOLINE	17,038	20,805	18,000	9,569	18,000
10-64-62004	DIESEL	23,417	22,417	25,000	9,284	20,000
10-64-91000	CAPITAL EXPENDITURES	0	9,000	0	7,750	0
10-64-99015	TRANSFER TO GF CAPITAL RESERVE	0	0	75,000	37,500	0
10-64-99017	TRANSFER GRANT MATCH	0	0	20,000	0	25,000
10-64-99998	GF INTERNAL SERVICES	0	305,067	222,917	111,459	211,453
	TOTAL FIRE DEPARTMENT EXPENSE:	**2,117,155**	**2,635,771**	**2,593,445**	**1,227,713**	**2,486,186**

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 service provided by the County.

CITY MAGISTRATE

ACCOUNT NUMBER	ACCOUNT DESCRIPTION	2017-18 Actual	2018-19 Actual	2019-20 Budget	Dec 2019 YTD Actual	2020-21 Proposed
10-68-31000	PROFESSIONAL FEES	12,000	0	0	0	0
10-68-34000	CONTRACT SERVICES	19,060	36,224	40,000	12,190	34,000
10-68-99998	GF INTERNAL SERVICES	0	0	3,816	1,908	3,168
	TOTAL CITY MAGISTRATE EXPENSE:	**31,060**	**36,224**	**43,816**	**14,098**	**37,168**

CEMETERY

The Cemetery 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 lain to rest. There are no employees dedicated exclusively to work on the cemetery, various Public Works Departments maintain the Cemetery grounds and inters remains/cremains at the cemetery. The Evergreen Cemetery Committee advises the Mayor and Council on the repairs and other needs of the cemetery.

CEMETERY

ACCOUNT NUMBER	ACCOUNT DESCRIPTION	2017-18 Actual	2018-19 Actual	2019-20 Budget	Dec 2019 YTD Actual	2020-21 Proposed
10-70-22000	WATER	2,191	2,427	1,500	0	0
10-70-22550	SEWER AND GARBAGE SERV.	679	686	690	286	690
10-70-34100	DOC WORKERS	0	0	0	0	4,000
10-70-43500	POSTAGE	2	0	0	1	0
10-70-45100	DISPOSABLE EQUIP & TOOLS	1,894	37	2,000	0	500
10-70-46000	OPERATIONAL EXPENSES	3,870	2,801	0	383	500
10-70-91000	CAPITAL EXPENDITURES	0	0	4,000	0	0
10-70-99998	GF INTERNAL SERVICES	0	0	924	462	530
	TOTAL CEMETERY EXPENSE:	**8,635**	**5,952**	**9,114**	**1,132**	**6,220**

BUILDING MAINTENANCE

Building Maintenance is performed by Public Works Staff assisted by Department of Corrections (DOC) inmates who carry out general maintenance and repair of City buildings and furnishings and perform janitorial work. Building Maintenance does not have personnel expenses as there are no employees solely dedicated to building maintenance. Work is performed by various public works departments depending on work load in those departments.

BUILDING MAINTENANCE

ACCOUNT NUMBER	ACCOUNT DESCRIPTION	2017-18 Actual	2018-19 Actual	2019-20 Budget	Dec 2019 YTD Actual	2020-21 Proposed
10-74-11050	SALARIES - PART TIME	0	0	0	0	8,840
10-74-11100	F.I.C.A.	0	0	0	0	548
10-74-11200	MEDICARE	0	0	0	0	128
10-74-11301	A.S.R.S - ALT CONTRIBUTION	0	0	0	0	903
10-74-11700	WORKERS COMPENSATION	0	0	0	0	359
	BUILDING MAINTENANCE PERSONNEL EXPENSE:	**0**	**0**	**0**	**0**	**10,778**
10-74-13100	BUSINESS TRAVEL	0	0	0	491	500
10-74-13400	EDUCATION & TRAINING	0	0	0	0	1,000
10-74-24000	PHONES	0	0	0	0	600
10-74-34000	CONTRACT SERVICES	2,023	1,091	1,500	634	1,500
10-74-42050	NON CAP ADMIN EQUIP/FURNITURE	890	692	0	0	500
10-74-45100	DISPOSABLE EQUIP & TOOLS	0	38	2,000	75	2,000
10-74-45200	SAFETY EQUIP & SUPPLIES	45	0	0	0	500
10-74-45300	CUSTODIAL SUPPLIES	5,269	2,753	5,500	520	4,000
10-74-46000	OPERATIONAL EXPENSES	4,688	3,965	3,000	1,650	4,000
10-74-46100	FIRE EXPENSE	0	23,523	0	0	0
10-74-50100	BLDG REPAIR & MAINT	13,545	43,096	40,000	25,684	25,000
10-74-55000	EQUIPMENT REPAIR & MAINT	450	5,581	200	150	1,000
10-74-61000	VEHICLE PARTS & LABOR	0	0	0	0	200
10-74-62003	GASOLINE	52	127	0	184	1,000
10-74-91000	CAPITAL EXPENDITURES	0	4,890	0	0	0
10-74-99998	GF INTERNAL SERVICES	0	0	5,457	2,729	4,899
	TOTAL BUILDING MAINTENANCE EXPENSE:	**26,963**	**85,755**	**57,657**	**32,117**	**57,477**

PUBLIC WORKS ADMINISTRATION

Public Works Administration processes all administrative paperwork for departments under the Public Works Director. These departments include Water Systems, Cemetery, Building Maintenance, Garage, Parks, Swimming Pool, Senior Center, Streets, Airport, Waste Water, Sanitation, and Bisbee Bus. Part of the personnel costs of this department are allocated to public works departments outside of the General Fund, including Streets, Waste Water, Sanitation and the Bus.

The Public Works Administration consists of four employees:

- 1 Public Works Director
- 1 Public Works Operations Manager
- 2 Administrative Assistants

PUBLIC WORKS ADMINISTRATION

ACCOUNT NUMBER	ACCOUNT DESCRIPTION	2017-18 Actual	2018-19 Actual	2019-20 Budget	Dec 2019 YTD Actual	2020-21 Proposed
10-75-11000	SALARIES - GENERAL	27,917	49,599	79,741	40,124	79,993
10-75-11001	OVERTIME - GENERAL	468	296	500	488	500
10-75-11100	F.I.C.A.	1,678	2,994	4,975	2,349	4,991
10-75-11200	MEDICARE	392	700	1,163	549	1,167
10-75-11300	A.S.R.S.	3,545	5,212	9,717	4,919	9,836
10-75-11500	MEDICAL INSURANCE	4,193	6,049	10,982	6,816	11,582
10-75-11501	STANDARD DISABILITY INSURANCE	373	444	368	292	368
10-75-11502	MEDICAL INS DEPENDENT SUPPL.	0	0	2,129	1,232	2,463
10-75-11505	DEFERRED COMP	615	839	1,582	831	1,582
10-75-11510	DENTAL INSURANCE	395	715	1,395	685	1,436
10-75-11600	LIFE INSURANCE	84	129	246	123	246
10-75-11700	WORKERS COMPENSATION	104	660	300	142	217
	PUBLIC WORKS ADMIN PERSONNEL EXPENSE:	**39,763**	**67,638**	**113,098**	**58,550**	**114,381**
10-75-11990	REIMBURSED ERE-BISBEE BUS	-1,070	-335	-1,000	0	0
10-75-12500	RECRUITMENT/EMPLOYEE TESTING	0	474	500	0	500
10-75-13100	BUSINESS TRAVEL	1,601	200	1,000	778	1,200
10-75-13200	SUBSCRIPTIONS & DUES	0	0	250	119	250
10-75-13400	EDUCATION & TRAINING	333	0	2,500	1,528	2,500
10-75-21000	ELECTRIC	576	1,107	1,000	1,505	3,500
10-75-22000	WATER	271	310	500	129	500
10-75-22550	SEWER AND GARBAGE SERV.	1,045	962	1,050	525	1,050
10-75-23000	GAS	512	521	1,000	221	1,000
10-75-24000	PHONES	976	971	1,450	590	1,450
10-75-31000	PROFESSIONAL FEES	455	0	0	0	0
10-75-34000	CONTRACT SERVICES	1,158	915	400	1,490	4,500
10-75-41500	OFFICE SUPPLIES	3,632	2,868	2,000	1,127	3,000
10-75-42020	PRINTING & REPRODUCTION	19	0	0	37	50
10-75-42040	ADVERTISING	765	1,121	1,000	41	1,000
10-75-42050	NON CAP ADMIN EQUIP/FURN	765	2,246	1,000	844	4,000
10-75-43500	POSTAGE	98	55	200	26	200
10-75-45100	DISPOSABLE EQUIP & TOOLS	0	311	0	0	0
10-75-45300	CUSTODIAL SUPPLIES	644	1,164	1,000	450	1,000
10-75-46000	OPERATIONAL EXPENSES	4,850	1,935	1,000	735	2,000
10-75-50100	BLDG REPAIR & MAINT	892	73	0	0	0
10-75-61000	VEHICLE PARTS & LABOR	0	0	0	0	200
10-75-62003	GASOLINE	510	452	500	144	500
10-75-99998	GF INTERNAL SERVICES	0	0	16,583	8,292	13,305
	TOTAL PUBLIC WORKS ADMIN EXPENSE:	**57,795**	**82,985**	**145,031**	**77,131**	**156,086**

PUBLIC WORKS GARAGE

The City of Bisbee operates a garage for the purpose of maintaining its fleet of motorized vehicles and equipment. This includes automobiles, garbage trucks, street sweepers, power vacuum truck, excavators, mowers, motor graders, street paving equipment, city buses, police and fire vehicles. The City utilizes intergovernmental agreements (IGAs) with the City of Sierra Vista for major mechanical work on the vehicles and equipment.

The Public Works Garage consists of two employees:

- Lead Equipment Mechanic
- Equipment Mechanic

PUBLIC WORKS GARAGE

ACCOUNT NUMBER	ACCOUNT DESCRIPTION	2017-18 Actual	2018-19 Actual	2019-20 Budget	Dec 2019 YTD Actual	2020-21 Proposed
10-77-11000	SALARIES - GENERAL	75,706	86,334	91,562	45,781	92,341
10-77-11001	OVERTIME - GENERAL	7,962	7,098	7,500	655	7,500
10-77-11100	F.I.C.A.	5,479	5,748	6,142	2,754	6,190
10-77-11200	MEDICARE	1,281	1,344	1,436	644	1,448
10-77-11300	A.S.R.S.	10,839	11,682	11,996	5,658	12,201
10-77-11500	MEDICAL INSURANCE	11,979	11,948	11,264	6,329	11,879
10-77-11501	STANDARD DISABILITY INSURANCE	467	509	470	235	470
10-77-11502	MEDICAL INS DEPENDENT SUPPL.	0	0	1,487	697	1,394
10-77-11505	DEFERRED COMP	1,758	1,623	1,623	811	1,623
10-77-11510	DENTAL INSURANCE	1,424	977	977	489	1,007
10-77-11600	LIFE INSURANCE	273	252	252	126	252
10-77-11700	WORKERS COMPENSATION	3,592	4,210	4,324	1,887	3,125
	PUBLIC WORKS GARAGE PERSONNEL EXPENSE:	**120,761**	**131,726**	**139,033**	**66,066**	**139,430**
10-77-11990	REIMBURSED ERE-BISBEE BUS	-3,628	-1,967	-1,300	0	0
10-77-12300	UNIFORMS & CLOTHING	97	339	300	0	500
10-77-13100	BUSINESS TRAVEL	0	0	1,000	0	1,000
10-77-13400	EDUCATION & TRAINING	53	0	1,500	162	1,500
10-77-21000	ELECTRIC	2,232	2,184	3,250	995	3,250
10-77-22550	SEWER AND GARBAGE SERV.	1,183	1,097	1,200	599	1,200
10-77-23000	GAS	1,495	1,664	1,700	333	1,700
10-77-24000	PHONES	1,511	1,565	2,500	915	2,500
10-77-24001	INTERNET ACCESS	0	0	1,200	0	1,200
10-77-34000	CONTRACT SERVICES	7,310	5,764	6,500	3,028	6,500
10-77-34100	DOC WORKERS	20	0	0	0	0
10-77-41500	OFFICE SUPPLIES	49	0	100	0	100
10-77-42050	NON CAP ADMIN EQUIP/FURN	245	0	0	1,210	3,000
10-77-45100	DISPOSABLE EQUIP & TOOLS	2,630	2,456	3,000	336	3,000
10-77-45200	SAFETY EQUIP & SUPPLIES	419	0	1,000	0	1,000
10-77-45300	CUSTODIAL SUPPLIES	303	21	500	63	500
10-77-46000	OPERATIONAL EXPENSES	346	891	1,500	457	1,500
10-77-50100	BLDG REPAIR & MAINT	0	0	2,500	0	2,500
10-77-55000	EQUIPMENT REPAIR & MAINT	528	0	2,500	386	2,500
10-77-55200	NON CAP EQUIP PURCHASES	0	629	0	293	500
10-77-61000	VEHICLE PARTS & LABOR	1,820	1,485	5,000	694	5,000
10-77-62003	GASOLINE	153	159	250	0	250
10-77-62007	OTHER FLUIDS & LUBRICANTS	4,662	4,141	5,000	4,151	5,000
10-77-91000	CAPITAL EXPENDITURES	0	4,931	8,000	0	8,000
10-77-99998	GF INTERNAL SERVICES	0	17,945	18,529	9,264	17,857
	TOTAL PUBLIC WORKS GARAGE EXPENSE:	**142,187**	**175,031**	**204,762**	**88,953**	**209,487**

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, the inspector 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 assists with the development of the GIS system, zoning maps, and zoning code changes.

At this time Cochise County Planning and Development Department assists with the City of Bisbee's Building Inspector and City Manager with a variety of services through an intergovernmental agreement.

BUILDING INSPECTOR

ACCOUNT NUMBER	ACCOUNT DESCRIPTION	2017-18 Actual	2018-19 Actual	2019-20 Budget	Dec 2019 YTD Actual	2020-21 Proposed
10-79-11000	SALARIES - GENERAL	44,919	49,215	49,629	25,993	49,629
10-79-11001	OVERTIME - GENERAL	1,148	1,027	1,300	295	1,790
10-79-11100	F.I.C.A.	2,915	3,174	3,107	1,611	3,137
10-79-11200	MEDICARE	682	742	727	377	734
10-79-11300	A.S.R.S.	5,322	5,940	5,916	3,106	5,978
10-79-11500	MEDICAL INSURANCE	5,989	5,974	5,632	2,617	5,939
10-79-11501	STANDARD DISABILITY INSURANCE	269	292	269	135	269
10-79-11505	DEFERRED COMP	879	811	811	406	811
10-79-11510	DENTAL INSURANCE	268	262	262	131	270
10-79-11600	LIFE INSURANCE	137	126	129	63	129
10-79-11700	WORKERS COMPENSATION	1,135	1,366	1,588	671	1,588
	BUILDING INSPECTOR PERSONNEL EXPENSE:	**63,663**	**68,929**	**69,370**	**35,404**	**70,274**
10-79-12300	UNIFORMS & CLOTHING	104	135	500	0	500
10-79-13100	BUSINESS TRAVEL	207	0	500	0	500
10-79-13400	EDUCATION & TRAINING	497	169	1,000	159	1,000
10-79-13500	SUBSCRIPTIONS & MEMBERSHIPS	0	135	100	0	100
10-79-24000	PHONES	221	257	300	112	300
10-79-24001	INTERNET	0	348	0	240	0
10-79-31000	PROFESSIONAL FEES	4,088	0	1,000	0	1,000
10-79-34000	CONTRACT SERVICES	0	4,622	0	5,575	4,000
10-79-41500	OFFICE SUPPLIES	262	319	300	7	200
10-79-42030	BOOKS & REFERENCE MATERIALS	58	0	350	49	350
10-79-42050	NON CAP ADMIN EQUIP/FURN	0	20	500	0	500
10-79-43500	POSTAGE	78	108	200	89	200
10-79-45100	DISPOSABLE EQUIP & TOOLS	0	11	100	31	100
10-79-46000	OPERATIONAL EXPENSES	28	206	200	16	200
10-79-46100	FIRE REPLACEMENT EXPENSE	0	6	0	0	0
10-79-61000	VEHICLE PARTS & LABOR	146	641	150	0	3,600
10-79-62003	GASOLINE	0	1,205	2,000	387	1,000
10-79-99998	GF INTERNAL SERVICES	0	17,945	7,543	3,771	7,811
	TOTAL BUILDING INSPECTOR EXPENSE:	**69,351**	**95,056**	**84,113**	**45,841**	**91,635**

PARKS

The Parks department includes parks maintenance, special events, and recreation programs. There is an established Parks and Recreation Committee to advise and make recommendations to the City Council regarding various park and recreation functions. Community volunteers can assist with the maintenance and planting at City parks through the Adopt-a-Park program. The City maintains 12 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. City events play a large role in activities for the residents and visitors which include the Fourth of July Events, Festival of Lights, and Movies in the Park. City sponsored events include the Copper Classic Car Show, Brewery Gulch Daze, Bisbee Blues Festival, Boys and Girls Club Halloween Bash, and Bisbee Bloomers Garden Tour, among other events.

The Parks department consists of three employees:

- 2 Groundskeepers, Full-Time
- 1 Groundskeeper, Part-Time

PARKS

ACCOUNT NUMBER	ACCOUNT DESCRIPTION	2017-18 Actual	2018-19 Actual	2019-20 Budget	Dec 2019 YTD Actual	2020-21 Proposed
10-80-11000	SALARIES - GENERAL	57,650	63,425	56,160	28,420	52,000
10-80-11001	OVERTIME - GENERAL	15,254	18,550	15,000	1,081	2,000
10-80-11050	SALARIES - PART TIME	9,750	6,690	12,168	5,535	12,168
10-80-11100	F.I.C.A.	5,188	5,576	5,166	2,216	4,102
10-80-11200	MEDICARE	1,213	1,304	1,208	518	959
10-80-11300	A.S.R.S.	8,391	8,589	8,617	3,624	6,599
10-80-11500	MEDICAL INSURANCE	11,064	10,952	11,264	5,632	11,879
10-80-11501	STANDARD DISABILITY INSURANCE	318	462	426	60	314
10-80-11505	DEFERRED COMP	1,623	1,488	1,623	811	1,623
10-80-11510	DENTAL INSURANCE	413	745	977	489	1,473
10-80-11600	LIFE INSURANCE	242	242	252	126	252
10-80-11700	WORKERS COMPENSATION	3,370	3,995	4,041	1,578	2,301
10-80-11800	STATE UNEMPLOYMENT	0	0	0	467	0
	PARKS PERSONNEL EXPENSE:	**114,475**	**122,017**	**116,902**	**50,557**	**95,670**
10-80-12300	UNIFORMS & CLOTHING	248	202	200	285	300
10-80-13100	BUSINESS TRAVEL	0	52	500	113	500
10-80-13400	EDUCATION & TRAINING	0	118	1,500	550	1,500
10-80-13500	SUBSCRIPTIONS & MEMBERSHIPS	0	0	0	0	500
10-80-21000	ELECTRIC	3,296	3,716	4,000	1,803	4,000
10-80-22000	WATER	34,871	26,306	25,000	12,861	25,000
10-80-22550	SEWER AND GARBAGE SERV.	2,547	2,350	2,565	1,282	2,565
10-80-24000	PHONES	743	518	700	512	1,200
10-80-24110	RENT/LEASE	796	0	0	0	0
10-80-34000	CONTRACT SERVICES	2,522	2,779	2,200	1,320	2,600
10-80-34100	DOC WORKERS	8,932	13,388	10,000	4,602	10,000
10-80-41500	OFFICE SUPPLIES	0	0	0	0	250
10-80-42040	ADVERTISING	6	0	0	0	0
10-80-43500	POSTAGE	10	1	0	0	0
10-80-45100	DISPOSABLE EQUIP & TOOLS	904	1,816	1,500	832	2,000
10-80-45200	SAFETY EQUIP & SUPPLIES	678	813	1,000	628	1,100
10-80-45300	CUSTODIAL SUPPLIES	3,332	1,922	3,500	1,935	3,500
10-80-46000	OPERATIONAL EXPENSES	18,230	6,443	5,000	5,502	9,750
10-80-46801	REC PROGRAMS/SPECIAL EVENTS	9,397	6,079	5,000	1,736	3,500
10-80-46802	LANDSCAPING MATERIALS	15,672	5,439	6,000	931	6,000
10-80-50100	BLDG REPAIR & MAINT	1,020	0	5,000	0	5,000
10-80-50110	BLDG REPAIR & MAINT-VANDALISM	1,221	610	0	0	1,500
10-80-55000	EQUIPMENT REPAIR & MAINT	99	1,091	1,200	727	1,200
10-80-55100	REPAIR & MAINT - OTHER	110	0	250	175	475
10-80-55200	NON CAP EQUIP PURCHASES	5,556	968	1,000	427	1,250
10-80-61000	REPAIRS & MAINT - VEHICLES	1,816	2,352	2,000	570	0
10-80-62003	GASOLINE	7,267	6,392	6,500	4,191	6,500
10-80-62004	DIESEL	38	0	0	0	0
10-80-99998	GF INTERNAL SERVICES	0	17,945	21,028	10,514	17,319
	TOTAL PARKS EXPENSE:	**233,787**	**223,317**	**222,545**	**102,051**	**203,179**

SWIMMING POOL

The Bisbee Municipal Swimming Pool is a long-standing feature of Bisbee recreation. The City of Bisbee was awarded a grant for $47,000 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 changing rooms. Since then, a Ramada with picnic tables was added, the original diving board was removed, and the changing rooms have been restructured. Major repairs have been made to bring the pool into compliance with the ADA. A large donation was made in Fiscal Year 2017 to repair the baby pool, improvements were made to the grounds, and new furniture was purchased for around the pool. The pool typically opens Memorial Day weekend and closes when school resumes; however, with the help of donations and warm weather conditions the pool season may be extended

The Pool employees include nine part-time seasonal lifeguard positions and one part-time seasonal pool manager position.

SWIMMING POOL

ACCOUNT NUMBER	ACCOUNT DESCRIPTION	2017-18 Actual	2018-19 Actual	2019-20 Budget	Dec 2019 YTD Actual	2020-21 Proposed
10-81-11000	SALARIES - GENERAL	0	217	0	-171	0
10-81-11001	OVERTIME - GENERAL	156	885	0	0	0
10-81-11050	SALARIES - PART TIME	20,652	23,306	21,600	15,188	21,600
10-81-11100	F.I.C.A.	1,286	1,516	1,339	929	1,339
10-81-11200	MEDICARE	301	355	313	217	313
10-81-11700	WORKERS COMPENSATION	1,191	1,353	1,223	807	877
	SWIMMING POOL PERSONNEL EXPENSE:	**23,585**	**27,632**	**24,475**	**16,971**	**24,129**
10-81-13100	BUISINESS TRAVEL	0	289	0	0	0
10-81-13400	EDUCATION & TRAINING	0	530	500	114	500
10-81-21000	ELECTRIC	11,004	11,858	10,000	2,602	10,000
10-81-22000	WATER	9,060	6,249	6,000	3,098	6,000
10-81-24000	PHONES	422	481	500	407	800
10-81-34000	CONTRACT SERVICES	50	32	0	0	0
10-81-42040	ADVERTISING	124	14	0	0	0
10-81-45100	DISPOSABLE EQUIP & TOOLS	420	194	500	0	500
10-81-45300	CUSTODIAL SUPPLIES	218	48	100	0	500
10-81-46000	OPERATIONAL EXPENSES	10,894	5,035	4,500	3,204	4,500
10-81-47000	PERMITS & LICENSES	100	-100	100	250	300
10-81-50100	BLDG REPAIR & MAINT	2,130	689	2,000	0	2,000
10-81-55000	EQUIPMENT REPAIR & MAINT	1,666	110	1,500	0	1,500
10-81-55200	NON CAP EQUIP PURCHASES	624	0	0	0	2,500
10-81-99998	GF INTERNAL SERVICES	0	17,945	8,044	4,022	4,960
	TOTAL SWIMMING POOL EXPENSE:	**60,298**	**71,006**	**58,219**	**30,668**	**58,189**

COPPER QUEEN LIBRARY

2019: The Copper Queen Library was recognized as America's Best Small Library in America by the Library Journal for 2019. Library staff travelled to Burlington, Vermont to accept the award at the Association of Rural and Small Libraries. The award has given the Library national recognition for its excellence in library services and programs. The Library was also featured in TIME magazine in April of this year.

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 achieve self- directed, personal growth and development; find, evaluate, and use information in a variety of formats; and better understand the various cultures represented in Bisbee. In fiscal year 2018-2019, the library greeted **46,060** adult patrons (previous year: 37,314) and **3,891** juvenile patrons (previous year: 3,427)

To further its mission, the Library acquires and organizes information in a variety of media, including books, newspapers, magazines, video, sound recordings, software, and the Internet. In fiscal year 2018-2019, the library circulated **65,381** items (previous year: 55,340) including **17,563 adult books**, **31,565 DVDs**, and **3,079 CDs** and **8,615 children's books**. Also, **5,273** patrons used the library's public computers.

Library employees help train the public in library usage and offers educational and informational programs free to the public for both children and adults. In fiscal year 2018-2019, **4,481** adults and **680** children attended programs.

The library also provides free meeting facilities for civic groups and other organizations. The Library elevator makes its services, programs, and collections accessible to all; additionally, both its Interlibrary Loan Service and its partnership with the Cochise County Library District enable the Library to provide services to blind and physically handicapped residents.

Highlights from last fiscal year to the present include:

Best Small Library in America: The Copper Queen Library was recognized as America's Best Small Library in America by the Library Journal for 2019. Library staff travelled to Burlington, Vermont to accept the award at the Association of Rural and Small Libraries. The award has given the Library national recognition for its excellence in library services and programs.

Internet Hotspot Lending Program: The Library's Internet Hotspot Lending Program continues to support library patrons who do not have internet service at home. To date, the Library has 45 hotspots in circulation.

Seed Library Grants: The Library continues to supplement its Seed Library through grants and donations. This spring, while the library was shut down, we started a seed subscription and mailed out over 500 packs of seeds to library patrons. This project was supported by the Bisbee Bloomers, the Friends of the Copper Queen Library, and a gift from Bisbee Vogue.

Food for Fines: The Library had another successful year collecting canned/nonperishable foods for the Bisbee Fire Department's Holiday Food Drive. The annual program allows patrons to pay off their overdue fines with cans of food which are then donated to the Fire Department.

Secret Santa: The Library's third annual Secret Santa allows library patrons to help reinstate a child's library borrowing privileges by replacing the lost and damaged items on their library accounts, thus clearing their delinquent accounts and returning the item back to the library's shelves for checkout.

San Jose Annex Expansion: The Library is currently working on expanding our San Jose Library Annex into another classroom located directly across the hall from the current space. The new room will feature the adult collection, a quieter reading area, a public meeting space and the library's new **Tool Lending Library**. This new arrangement will free up room in the original space to create a new teen library and lounge, complete with books, board games, and art supplies. The new teen library was created, in part, from a donation of over 700 new books from Grow Your Library, a nonprofit that helps small and rural libraries expand their existing collections. The Library also applied for a collection grant from the Arizona State Library to further expand the collection. This year, the Library will work with the BUSD, Bisbee Science Lab, Freeport and FireWise to create outdoor spaces around the building that can be used in conjunction with Library programs and services.

The Library consists of five employees:

- 1 Full-time Library Manager
- 1 Full-time Program Coordinator
- 1 Part-time Early Literacy Coordinator (19.5 hours/week)
- 1 Part-time Library Assistant (24 hours/week)
- 1 Part-time Library Assistant (10 hours/week)

The library also receives assistance from volunteers who logged **over 900** volunteer hours last fiscal year, along with financial assistance from the Friends of the Copper Queen Library to help with Collection Development.

COPPER QUEEN LIBRARY

ACCOUNT NUMBER	ACCOUNT DESCRIPTION	2017-18 Actual	2018-19 Actual	2019-20 Budget	Dec 2019 YTD Actual	2020-21 Proposed
10-83-11000	SALARIES - GENERAL	33,305	60,944	65,333	35,743	75,859
10-83-11001	OVERTIME - GENERAL	32	52	0	0	0
10-83-11050	SALARIES - PART TIME	27,642	19,238	29,302	12,667	33,384
10-83-11100	F.I.C.A.	3,877	4,999	5,867	3,002	6,773
10-83-11200	MEDICARE	907	1,169	1,372	702	1,584
10-83-11300	A.S.R.S.	7,194	7,078	7,912	4,307	11,100
10-83-11301	A.S.R.S - ALT CONTRIBUTION	172	0	0	16	0
10-83-11500	MEDICAL INSURANCE	11,979	11,948	11,264	2,816	11,879
10-83-11501	STANDARD DISABILITY INSURANCE	237	433	424	212	424
10-83-11505	DEFERRED COMP	1,713	1,623	1,623	406	1,623
10-83-11510	DENTAL INSURANCE	573	955	977	489	1,007
10-83-11600	LIFE INSURANCE	273	252	252	126	252
10-83-11700	WORKERS COMPENSATION	844	1,491	1,605	178	1,544
	COPPERY QUEEN LIBRARY PERSONNEL EXPENSE:	**88,749**	**110,183**	**125,931**	**60,663**	**145,429**
10-83-12500	RECRUITMENT/EMPLOYEE TESTING	0	0	0	32	0
10-83-13100	BUSINESS TRAVEL	0	0	0	1,332	2,500
10-83-13400	EDUCATION & TRAINING	0	0	0	340	1,000
10-83-13500	SUBSCRIPTIONS & MEMBERSHIPS	0	0	0	84	0
10-83-21000	ELECTRIC	7,303	7,556	8,500	2,564	8,500
10-83-22000	WATER	840	907	950	498	1,200
10-83-22550	SEWER AND GARBAGE SERV.	1,324	1,221	1,324	666	1,324
10-83-24000	PHONES	2,276	2,547	2,750	1,224	3,000
10-83-24001	INTERNET ACCESS	743	2,664	1,010	640	1,900
10-83-34000	CONTRACT SERVICES	6,521	4,092	8,500	2,112	8,500
10-83-34100	DOC WORKERS	106	0	0	0	0
10-83-41500	OFFICE SUPPLIES	2,183	2,530	2,200	1,720	2,500
10-83-42040	ADVERTISING	200	501	275	359	360
10-83-42050	NON CAP ADMIN EQUIP/FURN	1,079	904	1,200	506	1,200
10-83-43500	POSTAGE	1,616	380	1,500	0	1,500
10-83-45300	CUSTODIAL SUPPLIES	611	605	900	225	1,000
10-83-46000	OPERATIONAL EXPENSES	0	203	500	608	750
10-83-46831	BOOKS	10,117	6,182	6,500	2,421	7,000
10-83-46832	AUDIO VISUAL MATERIAL	961	1,313	1,500	696	1,750
10-83-46833	CHILDRENS MATERIALS	1,197	1,359	1,500	831	1,750
10-83-46834	PERIODICALS	2,292	1,588	2,000	742	2,000
10-83-46835	ELECTRONIC MEDIA	-264	144	0	0	0
10-83-47000	PERMITS & LICENSES	436	2,052	2,000	0	2,000
10-83-50100	BLDG REPAIR & MAINT	1,637	6,829	10,000	1,797	10,000
10-83-55000	EQUIPMENT REPAIR & MAINT	602	48	500	0	500
10-83-55200	NON CAP EQUIP PURCHASES	0	0	0	143	200
10-83-99998	GF INTERNAL SERVICES	0	17,945	17,128	8,564	19,183
	TOTAL COPPER QUEEN LIBRARY EXPENSE:	**130,528**	**171,752**	**196,668**	**88,768**	**225,046**

SENIOR CENTER

The Bisbee Senior Center provides activities and programming for the City's senior population. The Senior Center also provides space for Southeastern Arizona Governments Organization (SEAGO) Area Agency on Aging. This Building and grounds are maintained by Public Works. Additionally, the City of Bisbee pays a contribution towards the Senior Center Coordinator's salary along with paying all of the building's utilities, and custodial supplies.

SENIOR CENTER

ACCOUNT NUMBER	ACCOUNT DESCRIPTION	2017-18 Actual	2018-19 Actual	2019-20 Budget	Dec 2019 YTD Actual	2020-21 Proposed
10-85-21000	ELECTRIC	5,563	5,221	6,500	2,746	6,500
10-85-22000	WATER	1,011	996	1,300	441	1,300
10-85-22550	SEWER AND GARBAGE SERV.	813	748	900	408	900
10-85-23000	GAS	4,004	6,203	5,000	1,887	6,500
10-85-24000	PHONES	844	879	850	465	960
10-85-24001	INTERNET ACCESS FEES	714	718	750	366	750
10-85-34000	CONTRACT SERVICES	398	436	500	380	500
10-85-34085	COORDINATOR CONTRIBUTIONS	7,400	7,400	7,500	3,700	7,500
10-85-34100	DOC WORKERS	214	1,133	1,000	550	1,000
10-85-45100	DISPOSABLE EQUIP & TOOLS	0	0	500	63	500
10-85-45300	CUSTODIAL SUPPLIES	142	663	650	300	650
10-85-50100	BLDG REPAIR & MAINT	163	0	5,000	1,989	5,000
10-85-99998	GF INTERNAL SERVICES	0	0	2,905	1,452	2,289
	TOTAL SENIOR CENTER EXPENSE:	**21,265**	**24,398**	**33,355**	**14,748**	**34,349**

CONTINGENCY

The Contingency account provides a place to budget for opportunities, unexpected expenses, and emergencies.

CONTINGENCY

ACCOUNT NUMBER	ACCOUNT DESCRIPTION	2017-18 Actual	2018-19 Actual	2019-20 Budget	Dec 2019 YTD Actual	2020-21 Proposed
10-99-30100	CONTINGENCY EXPENSES	499,964	12	0	0	0
10-99-99100	UNASSIGNED EXPENSES	0	0	100,000	0	100,000
	TOTAL CONTINGENCY EXPENSE:	**499,964**	**12**	**100,000**	**0**	**100,000**
	TOTAL GENERAL FUND REVENUES	***8,939,103***	***7,014,093***	***7,702,489***	***3,429,281***	***7,572,007***
	TOTAL GENERAL FUND EXPENSES	***6,516,398***	***7,230,132***	***7,702,489***	***3,603,892***	***7,572,007***
	TOTAL GENERAL FUND REVENUES OVER EXPENSES	***2,422,705***	***-216,040***	***0***	***-174,610***	***0***

GOVERNMENT GRANTS

This fund accounts for government grants such as Community Development Block Grants (CDBG). CDBG funds are federal entitlement dollars that are awarded to cities and towns in every state. Funds are for various community development programs such as repairing or creating infrastructure. Most recently the City has used CDBG funds for the Tintown Streets Improvement Project. Rural communities receive their share in an allocation from the State. Bisbee's CDBG funds are managed by SEAGO

GOVERNMENT GRANTS

ACCOUNT NUMBER	ACCOUNT DESCRIPTION	2017-18 Actual	2018-19 Actual	2019-20 Budget	Dec 2019 YTD Actual	2020-21 Proposed
11-30-22522	TINTOWN PAVING & IMPR PHASE 1	43,572	150,721	0	0	
11-30-22523	TINTOWN PAVING & IMPR PHASE 2	0	194,273	214,000	263,159	
11-30-22524	TINTOWN PAVING & IMPR PHASE 3	0	0	0	0	400,000
	TOTAL GOVERNMENT GRANTS REVENUE:	**43,572**	**344,994**	**214,000**	**263,159**	**400,000**
11-40-22522	TINTOWN PAVING & IMPR PHASE 1	43,572	150,560	0	241,023	0
11-40-22523	TINTOWN PAVING & IMPR PHASE 2	0	194,434	214,000	27,607	0
11-40-22524	TINTOWN PAVING & IMPR PHASE 3	0	0	0	0	400,000
	TOTAL GOVERNMENT GRANTS EXPENSE:	**43,572**	**344,994**	**214,000**	**268,630**	**400,000**

PUBLIC SAFETY – FIRE GRANTS

The Public Safety – Fire Grants Fund is used to account for public safety 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 and an ambulance. More recently the Fire Department has applied for and been awarded a grant from the Fire House Subs grants which facilitated the purchase of rescue equipment.

The Fire Department is requesting a FEMA grant this fiscal year for a water tender and ambulance.

PUBLIC SAFETY - FIRE GRANTS

ACCOUNT NUMBER	ACCOUNT DESCRIPTION	2017-18 Actual	2018-19 Actual	2019-20 Budget	Dec 2019 YTD Actual	2020-21 Proposed
17-30-22503	OTHER GRANTS	0	2,750	150,000	0	0
17-30-22504	FIRE HOUSE SUBS GRANT	24,759	0	0	0	0
17-30-22505	AZ COMM FOUNDATION ED GRANT	0	1,000	0	0	0
17-30-22506	FEMA EQUIPMENT GRANT	0	0	380,000	0	550,000
17-38-99964	TRANSFER FROM GF-GRANT MATCH	0	0	20,000	0	25,000
	TOTAL PUBLIC SAFETY - FIRE GRANTS REVENUE:	**24,759**	**3,750**	**550,000**	**0**	**575,000**
17-40-22501	FEMA	0	0	400,000	0	0
17-40-22503	OTHER GRANTS	0	0	150,000	0	0
17-40-22504	FIRE HOUSE SUBS GRANT	13,189	11,585	0	0	0
17-40-22506	FEMA EQUIPMENT GRANT	0	0	0	14,431	575,000
	TOTAL PUBLIC SAFETY - FIRE GRANTS EXPENSE:	**13,189**	**11,585**	**550,000**	**14,431**	**575,000**

TRANSPORTATION GRANTS

The Transportation Grants fund includes funding from the Federal Aviation Administration (FAA) for Airport improvements and related 5% grant match.

TRANSPORTATION GRANTS

ACCOUNT NUMBER	ACCOUNT DESCRIPTION	2017-18 Actual	2018-19 Actual	2019-20 Budget	Dec 2019 YTD Actual	2020-21 Proposed
18-30-22519	FAA-AIRPORT ENTITLEMENT GRANT	0	0	0	0	285,000
18-38-99921	TRANSFER FROM STREETS	0	0	0	0	15,000
	TOTAL TRANSPORTATION GRANTS REVENUE:	**0**	**0**	**0**	**0**	**300,000**
18-40-22519	FAA-AIRPORT ENTITLEMENT GRANT	0	0	0	0	300,000
	TOTALTRANSPORTATION GRANTS EXPENSE:	**0**	**0**	**0**	**0**	**300,000**

TRANSIENT ROOM TAX

The Transient Room Tax (aka Bed Tax) is the primary revenue source used to promote tourism in the City of Bisbee. This tax supports the Bisbee Visitor Center which serves as an official Arizona Office of Tourism designated visitor information center. This center provides information about area attractions, recreational opportunities, and hospitality amenities. As required by the Arizona Office of Tourism, the center also provides a variety of printed literature. The center provides both visitor and relocation packets. The City currently contracts for marketing services including securing and administering Arizona Office of Tourism Co-operative Marketing Grants; City of Bisbee and Queen Mine Tour ad placements; marketing efforts including press releases; website; social media management; coordinating familiarization tours for film producers and travel writers; and participating in trade shows. The marketing firm is responsible for maintaining the official tourism website www.discoverbisbee.com, the Discover Bisbee Facebook, Instagram, and Twitter accounts. Funding for the Visitor Center may be supplemented by resources from the Queen Mine Tour Enterprise Fund and tourism grants.

The Visitor Center consists of two employees:

- Part-time Visitor Center Office Assistant
- A shared employee with the Mining Museum

TRANSIENT ROOM TAX

ACCOUNT NUMBER	ACCOUNT DESCRIPTION	2017-18 Actual	2018-19 Actual	2019-20 Budget	Dec 2019 YTD Actual	2020-21 Proposed
20-31-10000	CITY SALES TAX	104,826	94,621	113,000	58,863	135,000
20-31-10020	1% BED TAX	41,927	54,164	0	0	0
20-38-40000	DONATIONS/MISC	0	0	0	1,000	0
20-38-51000	USE OF FUND BALANCE	0	0	51,905	0	0
20-38-99059	TRANSFER FROM QM	16,000	16,000	0	0	0
	TOTAL TRANSIENT ROOM TAX REVENUE:	**162,753**	**164,785**	**164,905**	**59,863**	**135,000**
20-40-11000	SALARIES - GENERAL	37,905	20,240	58,240	-66	0
20-40-11001	OVERTIME - GENERAL	55	0	0	0	0
20-40-11050	SALARIES - PART TIME	9,516	13,203	11,362	6,517	12,168
20-40-11100	F.I.C.A.	2,934	2,062	4,315	401	754
20-40-11200	MEDICARE	686	482	1,009	94	176
20-40-11300	A.S.R.S.	4,384	2,267	7,053	0	0
20-40-11500	MEDICAL INSURANCE	5,989	2,987	5,632	0	0
20-40-11501	STANDARD DISABILITY INSURANCE	224	106	269	0	0
20-40-11505	DEFERRED COMP	879	406	811	0	0
20-40-11510	DENTAL INSURANCE	268	131	715	0	0
20-40-11600	LIFE INSURANCE	137	63	126	0	0
20-40-11700	WORKERS COMPENSATION	276	204	311	23	33
	TRANSIENT ROOM TAX PERSONNEL EXPENSE:	**63,254**	**42,151**	**89,843**	**6,968**	**13,131**
20-40-13100	BUSINESS TRAVEL	2,810	2,356	4,000	91	2,870
20-40-13101	BUSINESS TRAVEL-OVERNIGHT DEST	3,461	0	0	0	1,000
20-40-13400	EDUCATION & TRAINING	602	620	500	0	500
20-40-13500	SUBSCRIPTIONS & MEMBERSHIPS	54	1,093	1,000	559	1,100
20-40-24000	PHONES	2,416	2,878	3,000	1,213	3,000
20-40-31000	PROFESSIONAL FEES	1,000	775	1,000	1,000	1,000
20-40-34000	CONTRACT SERVICES	8,641	13,585	13,000	21,860	58,000
20-40-34001	CONTRACT SER- OVERNIGHT DEST	4,310	0	0	0	0
20-40-41500	OFFICE SUPPLIES	358	119	500	0	500
20-40-42020	PRINTING & REPRODUCTION	2,920	1,835	3,000	106	2,870
20-40-42021	PRINTING & REPRO OVERNIGHT DES	1,630	1,630	0	0	0
20-40-42040	ADVERTISING	46,059	47,154	33,000	10,102	34,000
20-40-42041	ADVERTISING-OVERNIGHT DEST	26,530	15,341	0	0	0
20-40-42050	NON CAP ADMIN EQUIP/FURN	1,462	249	1,000	0	1,000
20-40-43500	POSTAGE	465	385	500	103	500
20-40-43600	FILM OFFICE EXPENSES	1,000	0	0	0	0
20-40-46000	OPERATIONAL EXPENSES	282	456	200	0	4,022
20-40-46001	OPERATIONAL EXP-OVERNIGHT DEST	136	0	0	0	0
20-40-99998	GF INTERNAL SERVICES	0	17,945	14,362	7,181	11,507
	TOTAL TRANSIENT ROOM TAX EXPENSE:	**167,391**	**148,571**	**164,905**	**49,183**	**135,000**

STREETS

The Streets Fund provides for the operation and maintenance of streets, alleys, sidewalks, stairs, drainage channels, right of ways, and street lighting throughout the City. Currently the main source of funding for the Streets Fund is the 1% sales tax adopted December 16th, 2014 and sunsets in March 1st, 2023. The purpose of this tax is for the maintenance, repair, replacement and improvement of the 42 miles of City streets and related infrastructure. The other major source of funding for the Streets Fund is the Highway User Revenue Fund (HURF). HURF funds are used for all costs related to street maintenance and repair. Work performed by Streets Department employees includes repairing, replacing, or installing traffic and pedestrian signage, controlling vegetation which may impede vehicular or pedestrian traffic or the visibility of signs or markers, preparation and clean-up of all events conducted in the City, and open/close of cemetery plots. Since the City discourages the use of herbicides, the vegetation must be cleared manually on roadside, public walkways and drainage ways in the City.

The Streets Department consists of four full-time equipment operators.

STREETS

ACCOUNT NUMBER	ACCOUNT DESCRIPTION	2017-18 Actual	2018-19 Actual	2019-20 Budget	Dec 2019 YTD Actual	2020-21 Proposed
21-31-20000	H.U.R.F. GAS TAX	445,564	457,993	441,400	431,290	483,440
21-36-10000	1% Sales Tax Increase	753,021	680,651	753,000	376,017	753,000
21-36-10500	CEMETERY OPEN/CLOSE FEES	3,875	3,625	5,500	1,200	3,000
21-36-11060	STREET PAVEMENT CUT FEES	7,175	21,168	5,000	0	5,000
21-36-11100	STREETS EQUIPMENT RENTAL	13,905	1,170	6,000	0	0
21-36-21000	INTEREST INCOME (LGIP)	8	14	0	5	10
21-38-51000	USE OF FUND BALANCE	0	0	0	0	984,725
	TOTAL STREETS REVENUE:	**1,223,549**	**1,164,621**	**1,210,900**	**808,513**	**2,229,175**
21-40-11000	SALARIES - GENERAL	140,309	150,183	178,751	85,816	169,476
21-40-11001	OVERTIME - GENERAL	9,060	16,912	15,000	1,930	4,000
21-40-11100	F.I.C.A.	8,840	9,905	12,013	5,335	10,755
21-40-11200	MEDICARE	2,067	2,317	2,809	1,248	2,515
21-40-11300	A.S.R.S.	17,222	19,752	23,463	10,810	21,199
21-40-11301	A.S.R.S - ALT CONTRIBUTION	0	0	25,625	0	0
21-40-11500	MEDICAL INSURANCE	24,659	24,369	0	13,429	27,024
21-40-11501	STANDARD DISABILITY INSURANCE	644	735	1,038	549	983
21-40-11502	MEDICAL INS DEPENDENT SUPPL.	0	0	2,129	88	176
21-40-11505	DEFERRED COMP	3,604	3,310	3,692	1,373	3,692
21-40-11510	DENTAL INSURANCE	2,534	2,462	2,801	1,151	1,952
21-40-11600	LIFE INSURANCE	560	514	573	276	573
21-40-11700	WORKERS COMPENSATION	17,862	21,867	22,227	9,427	13,915
	STREETS PERSONNEL EXPENSE:	**227,361**	**252,325**	**290,121**	**131,431**	**256,260**

STREETS

ACCOUNT NUMBER	ACCOUNT DESCRIPTION	2017-18 Actual	2018-19 Actual	2019-20 Budget	Dec 2019 YTD Actual	2020-21 Proposed
21-40-12300	UNIFORMS & CLOTHING	986	1,437	1,648	431	1,400
21-40-13100	BUSINESS TRAVEL	93	0	4,000	90	2,000
21-40-13400	EDUCATION & TRAINING	790	310	4,000	2,650	4,000
21-40-21000	ELECTRIC	89,040	82,395	85,000	44,356	85,000
21-40-23000	GAS	747	832	600	167	700
21-40-24000	PHONES	1,151	1,348	1,300	1,235	3,000
21-40-24001	INTERNET	0	348	500	240	0
21-40-31000	PROFESSIONAL FEES	2,400	0	0	0	0
21-40-34000	CONTRACT SERVICES	1,981	7,619	5,000	4,761	13,000
21-40-34100	DOC WORKERS	7,800	10,343	8,000	3,330	6,500
21-40-37000	PROPERTY, CASUALTY, LIABILITY	40,469	43,138	40,000	25,905	42,300
21-40-37100	INSURANCE CLAIMS & DEDUCTIBLES	355	313	0	1,035	1,000
21-40-42040	ADVERTISING	70	0	2,000	0	0
21-40-42050	NON CAP ADMIN EQUIP/FURN	3,037	2,179	1,000	868	3,000
21-40-45100	DISPOSABLE EQUIP & TOOLS	9,193	4,795	8,000	2,288	7,000
21-40-45200	SAFETY EQUIP & SUPPLIES	4,583	1,073	5,000	785	2,500
21-40-45300	CUSTODIAL SUPPLIES	0	177	0	48	0
21-40-46000	OPERATIONAL EXPENSES	51,514	39,798	45,000	9,194	45,000
21-40-46210	STREET REPAIR MAT - SALES TAX	703,403	247,437	500,000	279,453	1,440,000
21-40-46211	STREET REPAIR MATERIAL	14,476	6,033	20,287	31,914	45,000
21-40-55000	EQUIPMENT REPAIR & MAINT	3,235	715	2,000	309	2,000
21-40-55010	EQUIPMENT RENTAL	4,366	3,913	10,000	1,280	5,000
21-40-55100	REPAIR & MAINT - OTHER	237	9,720	1,000	4,500	5,000
21-40-55200	NON CAP EQUIP PURCHASES	3,387	493	13,000	1,500	10,000
21-40-61000	VEHICLE PARTS & LABOR	18,318	14,442	20,000	4,827	15,000
21-40-62002	TIRES	4,456	2,211	5,000	3,801	5,000
21-40-62003	GASOLINE	13,201	2,118	9,000	733	2,000
21-40-62004	DIESEL	6,590	5,000	9,000	2,298	4,500
21-40-62007	OTHER FLUIDS & LUBRICANTS	593	0	0	0	0
21-40-91000	CAPITAL EXPENDITURES	22,163	15,980	15,000	10,003	18,000
21-40-99018	TRANS TO TRANSPORTATION GRANT	0	0	0	0	15,000
21-40-99998	GF INTERNAL SERVICES	0	161,506	105,444	52,722	190,015
	TOTAL STREETS EXPENSE:	**1,235,993**	**917,999**	**1,210,900**	**622,152**	**2,229,175**

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 monies are maintained by the Cochise County Attorney's Office and are transferred to the City of Bisbee after the proper paperwork is submitted to the Cochise County Attorney for approval of the expenditures. Monies are used during the year for a variety of items which enhance and/or aid in Police duties and obligations. Items such as training, tires, computers, emergency equipment, donations to youth activities, etc. are acceptable uses of these monies.

RICO FUND

ACCOUNT NUMBER	ACCOUNT DESCRIPTION	2017-18 Actual	2018-19 Actual	2019-20 Budget	Dec 2019 YTD Actual	2020-21 Proposed
39-33-13597	RICO AUCTION FUNDS (COUNTY)	11,604	8,832	100,000	-8,832	100,000
39-33-22506	COUNTY REIMBURSEMENTS - RICO	7,463	-1,012	15,000	0	15,000
39-34-10862	VEHICLE IMPOUND FEES	2,000	0	1,000	0	1,000
	TOTAL RICO FUND REVENUES:	**21,067**	**7,820**	**116,000**	**-8,832**	**116,000**
39-40-13597	RICO AUCTION EXPENSE (COUNTY)	0	0	100,000	0	100,000
39-40-50006	RICO - AUTHORIZED EXPENDITURES	11,018	8,832	16,000	0	16,000
	TOTAL RICO FUND EXPENSES:	**11,018**	**8,832**	**116,000**	**0**	**116,000**

BISBEE ARTS COMMISSION

The Bisbee Arts Commission (BAC) promotes the arts and artists in Bisbee, both within and outside the community. Use of the BAC funds are approved by City Council. Funds for the BAC are raised through various events throughout the year such as the Art Auction and currently the Community Involved Giving (CIG) Art Vending Machine.

BISBEE ARTS COMMISSION

ACCOUNT NUMBER	ACCOUNT DESCRIPTION	2017-18 Actual	2018-19 Actual	2019-20 Budget	Dec 2019 YTD Actual	2020-21 Proposed
42-34-40500	OTHER PROGRAM REVENUE	0	4,133	1,200	0	1,200
42-34-40520	ART AUCTION	4,158	0	12,000	0	12,000
42-34-40530	CIG ART VENDING MACHINE REV.	0	0	0	4,000	10,000
	TOTAL BISBEE ARTS COMMISSION REVENUE:	**4,158**	**4,133**	**13,200**	**4,000**	**23,200**
42-40-10530	GRANTS	0	0	7,000	4,190	7,000
42-40-42040	ADVERTISING	587	97	500	0	500
42-40-43500	POSTAGE	4	0	30	0	30
42-40-46000	OPERATIONAL EXP (DONATIONS)	8,501	8,434	3,000	2,756	3,000
42-40-55000	EQUIPMENT REPAIR & MAINT	0	0	250	0	250
42-40-95000	RESERVE ACCUMULATION	0	0	2,420	0	12,420
	TOTAL BISBEE ARTS COMMISSION EXPENSE:	**9,092**	**8,531**	**13,200**	**6,946**	**23,200**

MISCELLANEOUS DONATIONS

The Miscellaneous Donations 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/expenses in this fund are segregated by purpose with each account title designating the purpose. For example, “Secret Santa Donations-Library” is for the purpose of replacing lost books so patrons may have their library borrowing privileges reinstated.

MISCELLANEOUS DONATIONS

ACCOUNT NUMBER	ACCOUNT DESCRIPTION	2017-18 Actual	2018-19 Actual	2019-20 Budget	Dec 2019 YTD Actual	2020-21 Proposed
48-38-22500	MISC DONATIONS	1,180	50,000	1,000,000	0	1,000,000
48-38-22506	FIREWORKS	0	3,000	3,000	0	3,000
48-38-22515	LIBRARY DONATIONS SPEC BEQUEST	0	0	0	250	1,000
48-38-22516	MOVIES IN THE PARK/EQUIPMENT	2,500	0	2,000	0	2,000
48-38-22517	HOLIDAY LIGHTS	100	475	0	1,000	0
48-38-22518	FIRE DEPARTMENT DONATIONS	0	1,000	1,000	0	2,000
48-38-22519	LIBRARY/CHILDRENS PROGRAMMING	0	0	500	0	500
48-38-22520	FESTIVAL OF LIGHTS DONATIONS	0	0	0	600	0
48-38-22521	SECRET SANTA DONATIONS-LIBRARY	1,001	140	1,200	2,230	2,500
48-38-22522	CHILDREN'S LITERACY PROGRAM	0	0	500	0	500
48-38-28100	SWIMMING POOL DONATIONS	0	-35	0	185	0
	TOTAL MISCELLANEOUS DONATION REVENUE:	**4,781**	**54,580**	**1,008,200**	**4,265**	**1,011,500**
48-40-22500	MISC DONATION EXP	1,180	55,000	1,000,000	450	1,000,000
48-40-22506	FIREWORKS EXP	0	3,000	3,000	0	3,000
48-40-22507	PARKS AND REC MISC DONATIONS	1,335	0	0	0	0
48-40-22515	LIBRARY-SPEC BEQUEST EXPENSE	0	1,985	0	0	1,000
48-40-22516	MOVIES IN THE PARK/EQUIPMENT	2,588	948	2,000	498	2,000
48-40-22517	FESTIVAL OF LIGHTS	0	972	0	2,285	0
48-40-22518	FIRE DEPARTMENT DONATIONS	11,090	6,084	1,000	0	2,000
48-40-22519	LIBRARY/CHILDRENS PROGRAMMING	386	0	500	0	500
48-40-22521	SECRET SANTA DONATIONS-LIBRARY	983	0	1,200	0	2,500
48-40-22522	CHILDREN'S LITERACY PROGRAM	0	0	500	0	500
48-40-28100	SWIMMING POOL DONATION EXP	0	-476	0	0	0
	TOTAL MISCELLANEOUS DONATION EXPENSE:	**17,561**	**67,513**	**1,008,200**	**3,234**	**1,011,500**

AIRPORT

The City of Bisbee owns and operates the Bisbee Municipal Airport. The Airport Advisory Committee meets on a regular basis as an advisory group for the operation and planning of the Airport. Revenue to operate the Airport is generated through airport fuel sales, hangar rentals, and airport access fees.

AIRPORT

ACCOUNT NUMBER	ACCOUNT DESCRIPTION	2017-18 Actual	2018-19 Actual	2019-20 Budget	Dec 2019 YTD Actual	2020-21 Proposed
50-34-12500	GAS REVENUE	13,558	19,004	17,000	10,076	23,000
50-36-13500	RENTS	9,138	9,585	10,000	5,103	10,000
50-36-13501	BISBEE AIRPARK-ACCESS FEES	1,056	0	0	40	0
50-38-51000	USE OF FUND BALANCE	0	0	8,522	0	3,294
50-38-99010	TRANSFERS FROM GENERAL FUND	0	0	3,354	0	0
	TOTAL AIRPORT REVENUE:	**23,752**	**28,589**	**38,876**	**15,218**	**36,294**
50-40-21000	ELECTRIC	3,211	2,275	3,400	1,385	3,500
50-40-22000	WATER	644	678	2,000	563	2,000
50-40-22550	SEWER AND GARBAGE SERV.	266	247	250	135	250
50-40-23000	GAS	986	842	1,200	280	1,200
50-40-24000	PHONES	761	789	800	414	850
50-40-34000	CONTRACT SERVICES	0	-15	0	0	0
50-40-37000	PROPERTY, CASUALTY, LIABILITY	6,640	3,486	3,600	0	3,600
50-40-41500	OFFICE SUPPLIES	0	29	50	0	50
50-40-42040	ADVERTISING	55	0	0	0	0
50-40-43110	CREDIT CARD FEES	1,143	1,221	1,500	503	1,500
50-40-45100	DISPOSABLE EQUIP & TOOLS	0	0	250	0	250
50-40-45200	SAFETY EQUP & SUPPLIES	0	498	0	0	500
50-40-46000	OPERATIONAL EXPENSES	997	1,780	4,000	766	4,000
50-40-46501	FUEL FOR RESALE	0	21,573	5,000	0	10,000
50-40-50100	BLDG REPAIR & MAINT	458	33	5,000	1,725	5,000
50-40-55000	EQUIPMENT REPAIR & MAINT	1,520	0	500	0	500
50-40-99010	TRANSFER TO GENERAL FUND	0	0	0	4,188	0
50-40-99099	TRANSFERS TO CAPITAL PROJECTS	0	0	8,376	0	0
50-40-99998	GF INTERNAL SERVICES	0	0	2,950	1,475	3,094
	TOTAL AIRPORT EXPENSE:	**16,681**	**33,436**	**38,876**	**11,434**	**36,294**

POLICE SPECIAL REVENUES AND GRANTS

The Police Special Revenues and Grants Fund accounts for all grant revenues received and expended for law enforcement activities outside of the General Fund and the RICO Fund. This fund also receives and expends monies from the Federal Asset Forfeitures program in which the City is a participant.

POLICE SPECIAL REVENUE & GRANTS

ACCOUNT NUMBER	ACCOUNT DESCRIPTION	2017-18 Actual	2018-19 Actual	2019-20 Budget	Dec 2019 YTD Actual	2020-21 Proposed
53-30-30002	GRANTS MISC - POLICE	0	0	400,000	0	400,000
53-30-30003	HOMELAND SECURITY GRANTS	1,299	0	0	0	0
53-30-35000	COMMUNICATIONS SYSTEM	0	0	0	50,000	0
53-35-31000	DEPT. OF JUSTICE (VESTS)	1,296	1,300	1,296	0	1,500
53-36-11050	SERVICE REIMBURSEMENT-DHL	14,803	0	0	0	0
	TOTAL POLICE SPECIAL REV. & GRANTS REVENUE:	**17,397**	**1,300**	**401,296**	**50,000**	**401,500**
53-40-11050	SERVICE REIMBURSEMENT	6,710	0	0	0	0
53-40-11090	REIMBURSED ERE's - DHLS	8,093	0	0	0	0
53-40-30002	GRANTS MISC - POLICE	0	0	400,000	0	400,000
53-40-31000	DEPT. OF JUSTICE (VESTS)	1,296	869	1,296	2,705	1,500
53-40-35000	EXPENDITURES - FED ASSET FORFT	0	1,848	0	1,794	0
53-40-35005	COMMUNICATIONS SYSTEM	0	0	0	54,496	0
53-40-99901	TRANSFERS TO GENERAL FUND	1,299	0	0	0	0
	TOTAL POLICE SPECIAL REV. & GRANTS EXPENSE:	**17,397**	**2,716**	**401,296**	**58,995**	**401,500**

WASTEWATER

The Wastewater Fund provides collection and treatment of all wastewater created in the City of Bisbee. In addition to maintaining the collection system which consists of thousands of feet of sewer mains. Wastewater staff are responsible for making Blue Stake requests. The Wastewater Treatment Plant is currently being operated by Operations Management International (Jacobs) at a cost of $744,611 per year. Jacobs assumes all costs to operate and make most repairs to the plant with the exception of the electric bill and maintenance of the solar grid. The City continues to maintain the collection system which includes the pumps and infrastructure throughout the City that carries the wastewater to the treatment plant.

The Wastewater Department consists of three employees:

- 3 Wastewater Collection Systems Operators

WASTE WATER

ACCOUNT NUMBER	ACCOUNT DESCRIPTION	2017-18 Actual	2018-19 Actual	2019-20 Budget	Dec 2019 YTD Actual	2020-21 Proposed
54-30-22511	TINTOWN DRAINAGE PLAN/DESIGN	1,108	0	0	0	0
54-31-10000	CITY SALES TAX	376,511	340,326	376,500	188,009	376,500
54-36-21000	INTEREST/PENALTIES EARNED	138,754	-10,205	145,000	35,419	60,000
54-36-50000	MISCELLANEOUS REVENUE	8,293	2,889	15,000	2,545	3,000
54-36-51000	APS SOLAR REIMBURSEMENT - WWTP	45,175	42,468	45,000	20,507	45,000
54-36-53000	TOMBSTONE WW ASSIST CONTRACT	10,800	0	0	0	0
54-37-10550	USER FEES	2,086,466	2,056,604	2,100,000	1,021,667	2,100,000
54-37-10551	SERVICE CHARGE/PENALTY	21,173	23,910	21,000	10,724	21,000
54-37-10552	HOOK-UP FEES	8,000	0	4,000	50	2,000
54-37-10553	NEW ACCOUNT FEE	0	575	1,200	400	1,000
54-38-50010	GAIN/LOSS ON DISPOSAL OF ASSET	-62,712	0	0	0	0
54-38-51000	USE OF FUND BALANCE	0	0	1,192,492	0	772,595
	TOTAL WASTE WATER REVENUE:	**2,633,568**	**2,456,566**	**3,900,192**	**1,279,321**	**3,381,095**
54-40-11000	SALARIES - GENERAL	251,919	139,740	131,337	66,549	159,502
54-40-11001	OVERTIME - GENERAL	80,870	69,767	15,000	22,455	15,000
54-40-11050	SALARIES - PART TIME	0	59,550	0	0	0
54-40-11100	F.I.C.A.	19,822	16,474	9,073	5,437	10,819
54-40-11200	MEDICARE	4,636	3,853	2,122	1,272	2,530
54-40-11300	A.S.R.S.	38,149	24,214	17,721	10,844	21,324
54-40-11302	A.S.R.S. PENSION EXPENSE	-44,069	-95,807	0	0	0
54-40-11500	MEDICAL INSURANCE	42,225	21,581	20,556	8,682	21,679
54-40-11501	STANDARD DISABILITY INSURANCE	1,202	557	861	220	1,127
54-40-11502	MEDICAL INS DEPENDENT SUPPL.	0	0	1,064	1,514	3,028
54-40-11505	DEFERRED COMP	6,446	3,016	2,962	1,548	3,773
54-40-11510	DENTAL INSURANCE	3,881	2,211	2,610	946	2,689
54-40-11600	LIFE INSURANCE	951	478	460	230	586
54-40-11700	WORKERS COMPENSATION	13,712	12,262	6,027	3,353	5,403
54-40-11800	STATE UNEMPLOYMENT	0	3,020	0	0	0
	WASTE WATER PERSONNEL EXPENSE:	**419,742**	**260,915**	**209,793**	**123,050**	**247,460**

WASTE WATER

ACCOUNT NUMBER	ACCOUNT DESCRIPTION	2017-18 Actual	2018-19 Actual	2019-20 Budget	Dec 2019 YTD Actual	2020-21 Proposed
54-40-12300	UNIFORMS & CLOTHING	482	560	500	434	600
54-40-12500	RECRUITMENT/EMPLOYEE TESTING	0	0	200	0	200
54-40-13100	BUSINESS TRAVEL	0	619	1,000	129	1,000
54-40-13400	EDUCATION & TRAINING	3,217	578	2,500	427	2,500
54-40-13500	SUBSCRIPTIONS & DUES	750	1,289	800	0	800
54-40-21000	ELECTRIC	71,485	76,379	65,000	31,329	77,000
54-40-22000	WATER	3,720	2,166	4,000	1,819	4,000
54-40-24000	PHONES	6,505	4,943	3,000	881	3,000
54-40-24001	INTERNET ACCESS FEE	771	763	500	240	0
54-40-31000	PROFESSIONAL FEES	2,850	19,000	5,000	0	5,000
54-40-34000	CONTRACT SERVICES	16,301	404,543	750,000	437,273	755,000
54-40-34010	CONTRACT SERVICES-COLLECTIONS	0	0	10,000	0	10,000
54-40-34100	DOC WORKERS	527	0	0	0	0
54-40-37000	PROPERTY, CASUALTY, LIABILITY	59,613	63,545	60,000	39,050	63,450
54-40-37100	INSURANCE CLAIMS & DEDUCTIBLES	1,000	0	5,000	0	5,000
54-40-41500	OFFICE SUPPLIES	2,082	175	200	0	200
54-40-42020	PRINTING & REPRODUCTION	92	14	200	0	200
54-40-42030	BOOKS & REFERENCE MATERIALS	2,290	136	500	0	500
54-40-42050	NON CAP ADMIN EQUIP/FURN	867	1,747	500	291	1,000
54-40-43100	FEES- FUND MANAGEMENT	24	12	26	0	30
54-40-43120	OTHER FEES	423	189	600	166	600
54-40-43200	DEBT REFUNDING EXPENSE	245,050	0	0	0	0
54-40-43300	INTEREST EXPENSE	0	26,930	26,931	13,465	26,930
54-40-43500	POSTAGE	344	2	500	0	100
54-40-45100	DISPOSABLE EQUIP & TOOLS	15,844	5,607	3,500	2,362	3,500
54-40-45200	SAFETY EQUIP & SUPPLIES	8,005	273	3,000	378	3,000
54-40-45300	CUSTODIAL SUPPLIES	1,460	334	800	122	800
54-40-46000	OPERATIONAL EXPENSES	15,913	14,078	8,000	8,329	15,000
54-40-46541	CHEMICALS	14,699	8,403	2,000	0	2,000
54-40-46542	LAB SUPPLIES & TESTING	35,733	15,393	0	0	0
54-40-46543	MANHOLE, PIPE & FITTINGS	23,827	9,926	20,000	5,710	20,000
54-40-46544	SLUDGE REMOVAL	30,996	19,489	0	0	0
54-40-47000	PERMITS & LICENSES	14,870	9,154	18,000	9,000	18,000
54-40-47500	BAD DEBT	67,694	30,829	250,000	0	30,000
54-40-50100	BLDG REPAIR & MAINT	3,603	0	5,000	181	5,000
54-40-55000	EQUIPMENT REPAIR & MAINT	133,746	29,580	130,000	1,210	130,000
54-40-55005	EQUIP REPAIR&MAINT-COLLECTIONS	0	645	10,000	440	10,000
54-40-55006	PUMP REPAIR & REPLACEMENT	0	0	20,000	4,636	20,000
54-40-55010	EQUIPMENT RENTAL	0	0	5,000	393	5,000
54-40-55100	REPAIR & MAINT - OTHER	6	6,168	5,000	0	5,000
54-40-55200	NON CAP EQUIP PURCHASES	5,713	3,552	5,000	2,465	5,000
54-40-61000	VEHICLE PARTS & LABOR	8,262	12,307	7,000	3,994	7,000
54-40-62002	TIRES	1,157	1,237	1,500	0	1,500
54-40-62003	GASOLINE	8,145	2,498	5,000	1,001	5,000
54-40-62004	DIESEL	860	2,315	5,000	373	3,000
54-40-62007	OTHER FLUIDS & LUBRICANTS	1,300	-650	0	0	0
54-40-81000	PRINCIPAL PMTS, LEASE PURCHAS	0	0	24,110	11,917	24,895
54-40-81500	INTEREST PMTS, LEASE PURCHASE	0	0	6,795	3,536	6,010

WASTE WATER

ACCOUNT NUMBER	ACCOUNT DESCRIPTION	2017-18 Actual	2018-19 Actual	2019-20 Budget	Dec 2019 YTD Actual	2020-21 Proposed
54-40-89000	DEPRECIATION EXPENSE	1,241,811	1,249,278	1,241,900	0	1,250,000
54-40-91000	CAPITAL EXPENDITURES	8,379	0	0	0	18,000
54-40-98000	PRINCIPAL PAYMENT - OFFSET	-879,372	-72,054	0	0	-348,558
54-40-99000	TRANSFER TO GENERAL FUND	400,000	0	0	0	0
54-40-99010	TRANSFER TO ADMINISTRATION	3,600	0	0	0	0
54-40-99051	TRANSFERS TO CITY MANAGER	24,132	0	0	0	0
54-40-99052	TRANSFERS TO FINANCE	155,080	0	0	0	0
54-40-99056	TRANSFERS TO PERSONNEL	4,219	0	0	0	0
54-40-99057	TRANSFERS TO LEGAL SVCS	21,000	0	0	0	0
54-40-99059	TRANSFERS TO IT	4,939	0	0	0	0
54-40-99075	TRANSFERS TO PUBLIC WORKS	21,688	0	0	0	0
54-40-99077	TRANSFERS TO GARAGE	25,248	0	0	0	0
54-40-99085	TRANSFERS TO DEBT SERVICE	30,905	30,905	0	0	0
54-40-99086	TRANSFER TO DEBT SERVICE WWP	1,078,517	-952,298	625,275	312,638	625,611
54-40-99090	TRFS TO RESERVES - DSR	0	24,180	16,120	8,060	16,120
54-40-99157	TRANSFERS TO P.W. GRANTS	0	0	0	0	10,000
54-40-99998	GF INTERNAL SERVICES	0	430,683	335,442	167,721	285,647
	TOTAL WASTE WATER EXPENSE:	**3,370,116**	**1,746,338**	**3,900,192**	**1,193,022**	**3,381,095**

SANITATION

The Sanitation Fund is responsible for collecting all solid waste in the City and for collecting, processing, and selling recyclable materials. A downturn in the recyclables market has seen a decrease in the revenues from the sale of recyclables. A fee increase was adopted to cover the costs of providing recycling.

The Sanitation Fund consists of nine employees:

- 4 Sanitation Driver, Full-time
- 2 Sanitation Driver, Part-time
- 3 Recycle Coordinators, Full-time

SANITATION

ACCOUNT NUMBER	ACCOUNT DESCRIPTION	2017-18 Actual	2018-19 Actual	2019-20 Budget	Dec 2019 YTD Actual	2020-21 Proposed
56-36-11400	RECYCLING REVENUE	7,838	5,280	5,000	227	1,000
56-36-21000	INTEREST/PENALTIES EARNED	102	0	0	0	0
56-37-10550	USER FEES	915,105	917,848	930,000	461,304	956,000
56-37-10551	USERS FEES - RECYCLING	27,407	27,210	24,500	13,734	243,720
56-37-10553	SPECIAL PICK-UP FEES	131	330	150	255	500
	TOTAL SANITATION REVENUE:	**950,582**	**950,668**	**959,650**	**475,519**	**1,201,220**
56-40-11000	SALARIES - GENERAL	267,260	243,998	266,369	132,278	262,877
56-40-11001	OVERTIME - GENERAL	6,955	15,265	10,000	2,791	5,000
56-40-11050	SALARIES - PART TIME	14,441	27,613	24,600	16,633	24,468
56-40-11100	F.I.C.A.	17,647	17,797	18,660	9,380	18,125
56-40-11200	MEDICARE	4,127	4,162	4,364	2,194	4,239
56-40-11300	A.S.R.S.	31,391	29,259	33,468	15,240	32,735
56-40-11302	A.S.R.S. PENSION EXPENSE	-39,745	-9,933	0	0	0
56-40-11500	MEDICAL INSURANCE	48,813	45,576	44,210	22,160	46,624
56-40-11501	STANDARD DISABILITY INSURANCE	1,672	1,754	1,482	556	1,576
56-40-11502	MEDICAL INS DEPENDENT SUPPL.	0	0	0	264	528
56-40-11505	DEFERRED COMP	7,164	6,224	6,370	3,185	6,218
56-40-11510	DENTAL INSURANCE	4,723	4,155	4,255	1,956	4,383
56-40-11600	LIFE INSURANCE	1,088	933	989	431	989
56-40-11700	WORKERS COMPENSATION	23,356	25,386	27,130	11,865	18,832
	SANITATION PERSONNEL EXPENSE:	**388,893**	**412,190**	**441,897**	**218,933**	**426,594**

SANITATION

ACCOUNT NUMBER	ACCOUNT DESCRIPTION	2017-18 Actual	2018-19 Actual	2019-20 Budget	Dec 2019 YTD Actual	2020-21 Proposed
56-40-12300	UNIFORMS & CLOTHING	816	1,343	900	75	900
56-40-12500	RECRUITMENT/EMPLOYEE TESTING	140	0	200	0	200
56-40-13100	BUSINESS TRAVEL	68	0	500	87	500
56-40-13400	EDUCATION & TRAINING	292	225	500	592	500
56-40-21000	ELECTRIC	1,116	1,092	1,500	498	1,500
56-40-23000	GAS	748	832	700	167	700
56-40-24000	PHONES	3,132	3,081	3,500	2,463	4,500
56-40-24001	INTERNET	0	697	900	289	0
56-40-34000	CONTRACT SERVICES	3,145	4,864	3,000	1,871	6,000
56-40-34100	DOC WORKERS	3,569	1,999	1,500	836	1,500
56-40-37000	PROPERTY, CASUALTY, LIABILITY	25,054	26,706	24,000	15,748	25,850
56-40-37100	INSURANCE CLAIMS & DEDUCTIBLES	106	0	1,000	0	0
56-40-42040	ADVERTISING	853	0	100	0	0
56-40-45100	DISPOSABLE EQUIP & TOOLS	125	272	500	9	500
56-40-45200	SAFETY EQUIP & SUPPLIES	586	979	2,000	409	2,000
56-40-45300	CUSTODIAL SUPPLIES	745	605	1,000	385	1,000
56-40-46000	OPERATIONAL EXPENSES	5,769	1,040	7,800	353	7,000
56-40-46561	COUNTY TIPPING FEE	224,089	183,829	220,000	92,967	220,000
56-40-46562	RECYCLING PROGRAM	11,856	14,735	12,000	10,163	17,000
56-40-47500	BAD DEBT	15,138	24,114	45,000	0	45,000
56-40-50100	BLDG REPAIR & MAINT	70	0	0	0	0
56-40-55000	EQUIPMENT REPAIR & MAINT	250	445	1,500	0	1,500
56-40-55200	NON CAP EQUIP PURCHASES	5,113	7,043	15,000	8,601	15,000
56-40-61000	VEHICLE PARTS & LABOR	26,220	17,459	25,000	7,188	30,000
56-40-62002	TIRES	8,893	6,717	10,000	4,227	10,000
56-40-62003	GASOLINE	1,417	2,279	2,000	791	2,000
56-40-62004	DIESEL	20,784	22,081	21,000	10,950	21,000
56-40-81500	INTEREST PAYMENTS	657	0	0	0	0
56-40-89000	DEPRECIATION EXPENSE	33,162	18,069	33,200	0	33,200
56-40-91000	CAPITAL EXPENDITURES	0	0	0	0	149,000
56-40-95000	RESERVE ACCUMULATION	0	0	623	0	75,884
56-40-99010	TRANSFER TO ADMIN & GEN	3,600	0	0	0	0
56-40-99051	TRANSFERS TO CITY MANAGER	11,262	0	0	0	0
56-40-99052	TRANSFERS TO FINANCE	79,263	0	0	0	0
56-40-99054	TRANSFER TO WASTE WATER	415	0	0	0	0
56-40-99056	TRANSFERS TO PERSONNEL	4,219	0	0	0	0
56-40-99057	TRANSFERS TO LEGAL SVCS	6,000	0	0	0	0
56-40-99059	TRANSFERS TO IT	1,975	0	0	0	0
56-40-99077	TRANSFER TO GARAGE	33,664	0	0	0	0
56-40-99975	TRANSFERS TO PW ADMIN	18,590	0	0	0	0
56-40-99998	GF INTERNAL SERVICES	0	125,616	82,830	41,415	102,392
	TOTAL SANITATION EXPENSE:	**941,793**	**878,315**	**959,650**	**419,015**	**1,201,220**

PUBLIC WORKS GRANTS

The Public Works Grants fund is for projects outside the normal Public Works operations. For Fiscal Year 20-21 an amount was included in the event that a Pre-Development Planning Grant from the USDA RD is awarded. This planning grant would be used to assist with the preliminary engineering report for the City of Bisbee Sewer Lateral Rehabilitation Project.

PUBLIC WORKS GRANTS

ACCOUNT NUMBER	ACCOUNT DESCRIPTION	2017-18 Actual	2018-19 Actual	2019-20 Budget	Dec 2019 YTD Actual	2020-21 Proposed
57-30-22507	USDA Pre-Dvlmnt. Planning Grant	0	0	0	0	30,000
57-30-99054	TRANSFER FROM SEWER	0	0	0	0	10,000
	TOTAL PUBLIC WORKS GRANTS REVENUES:	**0**	**0**	**0**	**0**	**40,000**
57-40-22507	USDA Pre-Dvlmnt. Planning Grant	0	0	0	0	40,000
	TOTAL PUBLIC WORKS GRANTS EXPENSES:	**0**	**0**	**0**	**0**	**40,000**

QUEEN MINE

The Queen Mine Tour is an enterprise fund which means it operates like a business. Revenue generated is used to maintain, improve, and expand the program, as well as support the Visitor Center. Funded by the sale of tour tickets and gift shop sales, the Queen Mine see over 50,000 visitors a year from all 50 states and from around the world. The City of Bisbee has entered into an agreement with Freeport-McMoRan to form a foundation that will manage the Queen Mine Tour.

The Queen Mine Tour consists of 17 employees:

- 1 Full-time Mine Tour Operations Manager
- 1 Full-time Office Assistant
- 1 Full-time Admin Assistant
- 1 Full-time Mine Maintenance Mechanic
- 1 Full-time Gift Shop Attendant
- 1 Part-time Gift Shop Attendant
- 5 Part-time Train Attendants
- 5 Part-time Tour Guides
- 1 Full-time Tour Guide

QUEEN MINE

ACCOUNT NUMBER	ACCOUNT DESCRIPTION	2017-18 Actual	2018-19 Actual	2019-20 Budget	Dec 2019 YTD Actual	2020-21 Proposed
59-31-25000	TAX CREDITS TAKEN	464	475	0	197	400
59-34-15001	MERCHANDISE SALES	335,711	351,268	320,000	149,703	320,000
59-34-15010	MAIL ORDER SALES	485	11	0	516	0
59-34-17500	MINE TOURS	483,872	501,715	420,000	199,645	420,000
59-36-11600	OVER/SHORT	-108	-335	0	-4	0
59-36-15003	VENDING MACHINE SALES	4,066	2,085	0	-722	0
59-38-51000	USE OF FUND BALANCE	0	0	330,777	0	410,251
	TOTAL QUEEN MINE REVENUE:	**824,491**	**855,218**	**1,070,777**	**349,335**	**1,150,651**
59-40-11000	SALARIES - GENERAL	151,445	164,076	190,528	80,601	167,648
59-40-11001	OVERTIME - GENERAL	821	1,086	1,000	928	1,000
59-40-11050	SALARIES - PART TIME	97,150	91,667	133,848	47,367	164,736
59-40-11100	F.I.C.A.	15,130	15,607	20,173	7,973	20,670
59-40-11200	MEDICARE	3,539	3,650	4,825	1,865	4,942
59-40-11300	A.S.R.S.	18,741	21,079	24,923	11,111	37,079
59-40-11301	A.S.R.S - ALT CONTRIBUTION	5,649	3,162	6,378	930	3,058
59-40-11302	A.S.R.S. PENSION EXPENSE	8,950	-11,121	0	0	0
59-40-11500	MEDICAL INSURANCE	25,411	29,372	33,791	12,430	29,697
59-40-11501	STANDARD DISABILITY INSURANCE	841	1,048	1,384	508	1,016
59-40-11502	MEDICAL INS DEPENDENT SUPPL.	0	0	1,487	697	1,394
59-40-11505	DEFERRED COMP	3,990	4,260	4,869	2,029	4,057
59-40-11510	DENTAL INSURANCE	2,754	3,063	3,838	1,226	2,750
59-40-11600	LIFE INSURANCE	596	662	756	315	630
59-40-11700	WORKERS COMPENSATION	8,324	10,528	11,424	7,121	15,043
	QUEEN MINE PERSONNEL:	**343,340**	**338,139**	**439,224**	**175,099**	**453,720**

QUEEN MINE

ACCOUNT NUMBER	ACCOUNT DESCRIPTION	2017-18 Actual	2018-19 Actual	2019-20 Budget	Dec 2019 YTD Actual	2020-21 Proposed
59-40-12300	UNIFORMS & CLOTHING	956	488	1,500	0	1,500
59-40-12500	RECRUITMENT/EMPLOYEE TESTING	0	13	200	505	200
59-40-13100	BUSINESS TRAVEL	955	796	2,000	431	2,000
59-40-13400	EDUCATION & TRAINING	0	0	1,000	0	1,000
59-40-21000	ELECTRIC	11,583	12,092	16,000	4,773	16,000
59-40-22000	WATER	1,142	1,135	2,000	531	1,800
59-40-22550	SEWER AND GARBAGE SERV.	4,801	4,422	4,900	2,412	4,900
59-40-23000	GAS/WOOD	1,050	600	2,000	1,166	2,000
59-40-24000	PHONES	1,769	1,820	2,000	1,125	2,000
59-40-24001	INTERNET ACCESS FEE	840	838	850	422	850
59-40-24110	RENTS/LEASES	10	10	1,200	0	1,200
59-40-31000	PROFESSIONAL FEES	1,675	0	0	0	0
59-40-34000	CONTRACT SERVICES	589	1,137	1,600	516	1,600
59-40-34100	DOC WORKERS	2,097	2,591	3,700	1,321	3,700
59-40-36000	MAINTENANCE &SUPPORT AGREEMNT	0	744	800	0	800
59-40-37000	PROPERTY, CASUALTY, LIABILITY	28,582	28,539	36,000	0	36,000
59-40-37100	INSURANCE CLAIMS & DEDUCTIBLES	0	0	500	0	500
59-40-41000	DISPOSABLE EQUIPMENT/TOOLS	298	254	1,200	0	1,200
59-40-41500	OFFICE SUPPLIES	2,262	2,601	2,300	2,348	3,000
59-40-42020	PRINTING & REPRODUCTION	0	0	0	35	1,000
59-40-42040	ADVERTISING	27,485	23,785	25,000	10,147	25,000
59-40-42050	NON CAP ADMIN EQUIP/FURN	2,234	5,444	1,900	2,197	1,900
59-40-43110	CREDIT CARD FEES	19,755	20,898	20,000	9,324	20,000
59-40-43500	POSTAGE	23	22	149	348	200
59-40-45100	DISPOSABLE EQUIP & TOOLS	1,384	444	800	865	800
59-40-45200	SAFETY EQUP & SUPPLIES	3,195	4,390	6,000	2,779	6,000
59-40-45300	CUSTODIAL SUPPLIES	1,490	2,532	3,000	1,248	3,000
59-40-46000	OPERATIONAL EXPENSES	1,179	1,890	3,000	2,529	3,000
59-40-46030	CONCESSION SUPPLIES	490	1,229	1,500	1,935	2,500
59-40-46591	MERCHANDISE	135,270	134,244	150,000	67,516	160,000
59-40-55000	EQUIPMENT REPAIR & MAINT	3,120	418	7,000	6,426	8,000
59-40-55100	REPAIR & MAINT - OTHER	10,365	16,431	25,000	1,805	25,000
59-40-61000	VEHICLE PARTS & LABOR	250	4,141	1,000	29	1,000
59-40-62003	GASOLINE	398	567	800	177	800
59-40-62004	DIESEL	0	0	200	0	200
59-40-63000	USE OF EMERGENCY RESERVES	0	0	100,000	0	100,000
59-40-89000	DEPRECIATION EXPENSE	10,108	5,563	10,200	0	10,200
59-40-91000	CAPITAL EXPENDITURES	0	0	103,000	40,214	150,000
59-40-99010	TRANSFER TO ADMIN & GEN	1,800	0	0	0	0
59-40-99020	TRANSFER BED TAX	16,000	16,000	0	0	0
59-40-99051	TRANSFERS TO CITY MANAGER	8,044	0	0	0	0
59-40-99052	TRANSFERS TO FINANCE	34,462	0	0	0	0
59-40-99056	TRANSFERS TO PERSONNEL	4,219	0	0	0	0
59-40-99057	TRANSFERS TO LEGAL SVCS	6,000	0	0	0	0
59-40-99059	TRANSFERS TO IT	4,939	0	0	0	0
59-40-99998	GF INTERNAL SERVICES	0	125,616	93,254	46,627	98,081
	TOTAL QUEEN MINE EXPENSES:	**694,157**	**759,831**	**1,070,777**	**384,849**	**1,150,651**

MISCELLANEOUS GRANTS

This budget reflects grants not accounted for elsewhere in the budget. Most recently it has been used to account for various Library Grants and the USDA Grant for the Science Center.

MISCELLANEOUS GRANTS

ACCOUNT NUMBER	ACCOUNT DESCRIPTION	2017-18 Actual	2018-19 Actual	2019-20 Budget	Dec 2019 YTD Actual	2020-21 Proposed
78-30-23008	LIBRARY LSTA GRANT,FED THRU AZ	4,286	8,000	0	0	40,000
78-30-23011	LIBRARY - BAC GRANT	0	0	0	0	500
78-30-23012	FREEPORT SANJOSE LIBRARY ANNEX	40,000	25,595	0	0	40,000
78-30-23013	LSTA SANJOSE LIBRARY ANNEX	0	0	0	-2,446	40,000
78-30-23112	LIBRARY GRANTS	5,000	0	10,000	0	250,000
78-30-23113	SCIENCE CENTER GRANT	34,808	27,567	12,500	0	0
78-30-79000	MISCELLANEOUS GRANTS	0	0	500,000	0	50,000
	TOTAL MISCELLANEOUS GRANTS REVENUE:	**84,093**	**61,162**	**522,500**	**-2,446**	**420,500**
78-40-23008	LIBRARY LSTA GRANT,FED THRU AZ	3,374	11,739	0	563	40,000
78-40-23011	LIBRARY - BAC GRANT	8,419	0	0	0	500
78-40-23012	FREEPORT SANJOSE LIBRARY ANNEX	0	11,491	0	2,991	40,000
78-40-23013	LSTA SANJOSE LIBRARY ANNEX	0	15,561	0	0	40,000
78-40-23112	LIBRARY GRANTS	4,422	0	10,000	0	250,000
78-40-23113	SCIENCE CENTER GRANT	27,808	35,094	12,500	7,634	0
78-40-79000	MISCELLANEOUS GRANTS	0	0	500,000	0	50,000
	TOTAL MISCELLANEOUS GRANTS EXPENSE:	**44,022**	**73,884**	**522,500**	**11,188**	**420,500**

DEBT SERVICE FUND

This fund accounts for the accumulation of resources and payment of general long-term debt principal and interest payments. Budgeted monies are transferred into this fund from various funding sources. These monies are then used to make the appropriate debt payments on the lease purchase.

DEBT SERVICE FUND

ACCOUNT NUMBER	ACCOUNT DESCRIPTION	2017-18 Actual	2018-19 Actual	2019-20 Budget	Dec 2019 YTD Actual	2020-21 Proposed
85-38-99010	TRANSFER FROM GFUND ADMIN/GEN	0	-56,986	0	0	0
85-38-99054	TRANSFER FROM WASTE WATER	30,905	30,905	0	0	0
	TOTAL DEBT SERVICE REVENUE:	**30,905**	**-26,081**	**0**	**0**	**0**
85-70-81000	PRINCIPAL PMTS, LEASE PURCHAS	22,759	0	0	0	0
85-70-81500	INTEREST PMTS, LEASE PURCHASE	8,147	0	0	0	0
	TOTAL DEBT SERVICE EXPENSE:	**30,905**	**0**	**0**	**0**	**0**

DEBT SERVICE – WASTEWATER TREATMENT PLANT

This fund accounts for the accumulation of resources and payment of debt related to the Wastewater Treatment Plant, and includes the annual debt payments to WIFA for the Solar Loan and US Bank for the Wastewater Treatment Plant Debt Restructure.

DEBT SERVICE FUND - WASTE WATER TREATMENT PLANT

ACCOUNT NUMBER	ACCOUNT DESCRIPTION	2017-18 Actual	2018-19 Actual	2019-20 Budget	Dec 2019 YTD Actual	2020-21 Proposed
86-36-21000	INTEREST INCOME	1,738	89	0	4,123	120
86-38-99000	TRANSFERS IN - DEBT SERVICE	1,078,517	-952,298	625,275	312,638	625,611
86-38-99010	TRF IN--DEBT SERVICE RESERVES	0	24,180	16,120	8,060	16,120
	TOTAL DEBT SVC FUND - WWTP REVENUE:	**1,080,255**	**-928,029**	**641,395**	**324,820**	**641,851**
86-40-98010	RESERVE ACCUMULATION	0	0	16,120	0	16,240
86-80-81000	PRINCIPAL PAYMENTS	856,614	72,054	310,794	309,161	323,663
86-80-81500	INTEREST PAYMENTS	117,913	329,270	314,481	0	301,948
	TOTAL DEBT SVC FUND - WWTP EXPENSE:	**974,527**	**401,324**	**641,395**	**309,161**	**641,851**

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. The interest income and fund balances from previous year's activity in excess of the $103,000 may be budgeted for expenditures consistent with the purposes of this fund.

This fund currently has approximately $30,000 available to spend on projects designated by the Youth Council.

YOUTH FUND

ACCOUNT NUMBER	ACCOUNT DESCRIPTION	2017-18 Actual	2018-19 Actual	2019-20 Budget	Dec 2019 YTD Actual	2020-21 Proposed
89-36-21000	INTEREST INCOME	1,743	3,094	1,000	1,172	1,500
89-36-50010	FUND RAISING PROCEEDS	0	0	1,000	0	1,000
89-36-99925	USE OF FUND BALANCE	0	0	8,000	0	7,500
	TOTAL YOUTH FUND REVENUE:	**1,743**	**3,094**	**10,000**	**1,172**	**10,000**
89-40-50000	AUTHORIZED EXPENDITURES	111	323	2,000	0	2,000
89-40-90000	CAPITAL EXPENDITURES	0	0	8,000	0	8,000
	TOTAL YOUTH FUND EXPENSE:	**111**	**323**	**10,000**	**0**	**10,000**

BISBEE BUS FUND

The Bisbee Bus operations are funded through the Arizona Department of Transportation's (ADOT) 5311 program, a SEAGO AAA grant, and bus fares. General Funds are utilized for grant match. The day to day operations of the Bisbee Bus are contracted through the City of Douglas which provides drivers, safety training, and oversight of operations, ridership, marketing and administration. The Bisbee Bus runs a fixed route deviated service Monday through 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, Tintown, 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, $0.50 for seniors, and $0.25 for students. Assistance is available for seniors and disabled riders to obtain reduced fare passes.

BISBEE BUS FUND

ACCOUNT NUMBER	ACCOUNT DESCRIPTION	2017-18 Actual	2018-19 Actual	2019-20 Budget	Dec 2019 YTD Actual	2020-21 Proposed
96-30-50000	ADOT GRANT	98,000	0	0	0	0
96-30-50045	SEAGO TRANSPORTATION	26,384	28,000	27,000	0	28,000
96-30-50050	BUS LOCAL SHARE	14,352	14,139	16,000	6,414	14,000
96-30-50060	FEDERAL SHARE	178,208	187,715	235,406	54,077	291,321
96-30-50999	OTHER REVENUE	2,500	0	0	0	0
96-36-11087	INSURANCE REIMBURSEMENTS	0	11,434	0	0	0
96-38-50010	GAIN/LOSS ON DISPOSAL OF ASSET	-15,489	0	0	0	0
96-38-99010	TRANSFERS FROM GEN FUND	0	0	42,344	0	50
	TOTAL BISBEE BUS FUND REVENUE:	**303,956**	**241,287**	**320,750**	**60,492**	**333,371**
96-40-11000	SALARIES - GENERAL	12,617	6,208	12,700	0	0
96-40-11050	SALARIES - PART TIME	14,158	11,226	20,000	0	0
96-40-11990	COMBINED ERE	6,685	3,567	6,000	0	0
	BISBEE BUS FUND PERSONNEL EXPENSE:	**33,460**	**21,001**	**38,700**	**0**	**0**
96-40-41505	ADMIN MISC EXPENSES	1,072	910	2,000	267	2,000
96-40-41606	CONTRACTOR OPERATING EXPENSES	209,951	206,875	210,000	54,742	215,000
96-40-41607	CITY OPERATING EXPENSE	23,981	10,485	24,000	10,776	25,000
96-40-43500	POSTAGE	9	16	50	5	50
96-40-52500	PROPERTY, CASUALTY, LIABILITY	5,975	6,369	6,000	3,107	7,050
96-40-62000	FUEL & LUBRICANTS	22,156	23,210	30,000	13,090	30,000
96-40-70000	DE MINIMUS INDIRECT COSTS	9,827	7,246	10,000	0	10,000
96-40-91000	CAPITAL EXPENDITURES	82,511	0	0	0	41,336
96-40-99010	TRANSFER TO GENERAL FUND	0	0	0	0	2,935
	TOTAL BISBEE BUS FUND EXPENSE:	**388,943**	**276,113**	**320,750**	**81,986**	**333,371**

CAPITAL IMPROVEMENTS FUND

The Capital Improvements Fund was established by City Council to receive monies 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 also include transfers from the General Fund, Special Revenue Funds, Enterprise Funds, or grant funding, along with the use of reserves where appropriate.

The $2,000,000 from insurance reimbursement from the City Hall fire are included in this department's budgeted revenue and expense for FY20-21 in the event a new City Hall is built. These funds are currently included in the General Fund Equity, Committed Fund Balance – City Hall. Also included is revenue from sale of city property and related affordable housing expense.

CAPITAL IMPROVEMENTS FUND

ACCOUNT NUMBER	ACCOUNT DESCRIPTION	2017-18 Actual	2018-19 Actual	2019-20 Budget	Dec 2019 YTD Actual	2020-21 Proposed
99-30-50999	SALE OF CITY PROPERTY	50,069	8,481	0	1,200	100,000
99-38-51000	USE OF RESERVES	0	0	0	0	2,000,000
	TOTAL CAPITAL IMPROVEMENTS FUND REVENUE:	**50,069**	**8,481**	**0**	**1,200**	**2,100,000**
99-40-05409	CITY HALL BUILDING	0	0	0	0	2,000,000
99-40-05410	AFFORDABLE HOUSING	0	0	0	0	100,000
	TOTAL CAPITAL IMPROVEMENTS FUND EXPENSE:	**0**	**0**	**0**	**0**	**2,100,000**
	TOTAL REVENUE ALL FUNDS:	***16,424,553***	***12,411,032***	***18,845,130***	***7,114,881***	***22,078,364***
	TOTAL EXPENSES ALL FUNDS:	***14,492,866***	***12,910,437***	***18,845,130***	***7,038,119***	***22,078,364***
	TOTAL REVENUE OVER EXPENSES ALL FUNDS:	***1,931,687***	***-499,405***	***0***	***76,762***	***0***